



*A vibrant and connected community with excellent lifestyle and employment opportunities in
a beautiful natural environment*

MINUTES

**For The
Ordinary Meeting of Council**

**Held On
Thursday 28 September 2023
At 5:30pm**

Council Chambers
39 Bannister Rd, Boddington

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1. **DECLARATION OF OPENING**

The Shire President, Garry Ventris declared the meeting open at 5.30pm.

I would like to begin by acknowledging the Traditional Owners of the land on which we meet today. I would also like to pay my respects to Elders past and present and emerging.

2. **ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE**

2.1 **Attendance**

Cr Garry Ventris	Shire President
Cr Eugene Smalberger	Deputy Shire President
Cr Coert Erasmus	
Cr Andrew Ryley	
Cr Lee Lewis	
Cr Earl Schreiber	
Cr Ian Webster	
Mrs Julie Burton	Chief Executive
Mrs Cara Ryan	Executive Manager Corporate Services
Mr Jeff Atkins	Manager Works and Services
Mr James Wickens	Executive Manager Development Services
Mrs Thalia Douglas	Executive Assistant (minutes)

Visitors: 3

2.2 **Apologies**

2.3 **Leave of Absence**

3. **DISCLOSURES OF INTEREST**

Nil

4. **PUBLIC QUESTION TIME**

Public question time is limited to a total of fifteen minutes of duration, except by consent of the person presiding. Each speaker is limited to three minutes duration to speak, except by consent of the person presiding.

Frances Harvey, 89 Hotham Avenue Boddington

Question 1: I have 4-5 palm trees at the front of my property that I would like to have removed. The Shire own these trees and they are dropping seeds, it is an accident waiting to happen.

Response: The Shire President advised that the request will be taken on notice, and that requests such as this can be made through the Shire of Boddington website.

Question 2: I am a motorbike rider and I cannot get my bike on to my property because the kerb on the gutter and on the footpath is too high.

Response: The Shire President advised that the request will be taken on notice.

Craig Harley, Boddington

Question 1: I was asked by tourists where to dine in Boddington and I couldn't give them a response, is there something that will be implemented for future tourists?

Response: The Shire President advised that we understand this is an issue, however, we do not have control over our local business' trading hours.

Question 2: What are the plans to have toilets adjacent to the Caravan Park (Hotham Park) renovated?

Response: The Shire President asked the CEO to respond. The CEO advised the Shire has \$120,000 allocated in the current budget to renovate this building. The Shire is currently obtaining quotes for the works.

Gabe Roberts, 91 Hotham Avenue Boddington

Question 1: Recently there was a function at the Recreation Centre. There was a toilet seat missing from the ladies bathrooms and one was not flushing. This did not look very good from a host point of view. Was there any reason for this?

Response: The Shire President asked the CEO to respond. The CEO advised there were a number of factors that prevented the repair works from occurring in the week prior to the event, however, the additional toilets were opened up on the day of the event to ensure there were sufficient facilities.

Question 2: The lights recently installed on the Boddington sign are currently dull. Will this be changed?

Response: The Shire President asked the CEO to respond. The CEO advised that the project has not yet been finalised, and the lights are in test mode. They will be fully provisioned in the coming weeks.

5. PETITIONS/DEPUTATIONS/PRESENTATIONS/SUBMISSIONS

Nil

6. CONFIRMATION OF MINUTES

Officer Recommendation and Council Decision

COUNCIL RESOLUTION: 105/23

Moved: Cr C Erasmus

Seconded: Cr E Schreiber

That the minutes of the Ordinary Council Meeting held on Thursday 24 August 2023 be confirmed as a true record of proceedings.

Carried: 7-0

For: Cr Ventris, Cr Smalberger, Cr Erasmus, Cr Lewis, Cr Ryley, Cr Schreiber, Cr Webster

Against: Nil

7. ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION

Nil

8. RECEPTION OF MINUTES AND RECOMMENDATIONS OF COMMITTEES

8.1 Minutes of Local Emergency Management Committee

Attachments: 8.1A LEMC Minutes | August 2023

Officer Recommendation and Council Decision

COUNCIL RESOLUTION: 106/23

Moved: Cr L Lewis

Seconded: Cr C Erasmus

That the minutes of the Local Emergency Management Committee Meeting held on Monday 28 August 2023 be received.

Carried: 7-0

For: Cr Ventris, Cr Smalberger, Cr Erasmus, Cr Lewis, Cr Ryley, Cr Schreiber, Cr Webster

Against: Nil



A vibrant and connected community with excellent lifestyle and employment opportunities in a beautiful natural environment

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**For The
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**Held On
Monday 28 August 2023
At 10am**

Council Chambers
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1. **DECLARATION OF OPENING**

Councillor Lee Lewis declared the meeting open at 10:05am.

I would like to begin by acknowledging the Traditional Owners of the land on which we meet today. I would also like to pay my respects to Elders past and present and emerging.

2. **ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE**

2.1 **Attendance**

Cr. Lee Lewis	Shire of Boddington - Councillor
James Wickens	Shire of Boddington - Executive Manager Development Services
Kevin Petch	Shire of Boddington - Ranger and Emergency Services
Shenae Tilbee	Shire of Boddington - Administration Officer Development Services
Robert Jones	Shire of Boddington - Chief Bush Fire Control Officer
Brant Lehman	Shire of Boddington - Deputy Chief Bush Fire Control Officer
Wayne English	State Emergency Services Manager - Boddington
Ross Bartley	WA Police - Boddington
Adam Whitford	Dept. of Fire and Emergency Services
Michele Duxbury	Dept. of Communities
Anna Erickson	Dept. of Primary Industries & Regional Development
Ronan Blaney	St John WA Community Paramedic
Simon Smith	South32
Carl Mickle	Shire of Wandering

2.2 **Apologies**

Cr. Earl Schreiber	Shire of Boddington - Councillor
Kim Reader	Dept. of Communities
Mark Schorer	Dept. of Communities
Ryan Clarke	Newmont
Javier Brodalka	Newmont
Daniel Marsh	Newmont
Ros Foster	Forward Control Officer (Fire Brigade)
Jayden Vitler	Dept. of Biodiversity, Conservation & Attractions
Corrie Lokan	Dept. of Health

3. **DISCLOSURES OF INTEREST**

4. **GUEST PRESENTATIONS**

Presentation from Ryan Clarke – Newmont Desktop Exercise

Ryan Clarke did not attend – reschedule for next meeting

5. CONFIRMATION OF MINUTES

Moved: Ross Bartley

Seconded: Wayne English

That the minutes of the Local Emergency Management Meeting held on Monday 29 May 2023 be confirmed as a true and correct record.

Attachment: 5A LEMC May meeting Minutes 2023

Carried: [12/0]

6. REVIEW ACTION LIST AND BUSINESS ARISING

6.1 Action and Progression

Action	Responsible Person	Progress
Fire mitigation on Reserves	Ranger Kevin Petch	Christie reserve – waiting on bobcat contractor to do some clean up and then coordinate a burn off. More funding needed to progress other reserves
DFES courses	Adam Whitford	DFES to arrange training courses for brigades with members to allocate times and location
Discuss Starlink (Comms with heavy vehicles)	Ryan Clarke (no update due to absence)	The Project Manager in charge has left, no progress with integration as of yet. Looking into this as a resource for emergency management. Further updates to be provided at next meeting.
Newmont Emergency Exercise	Daniel Marsh (no update due to absence)	Javier: The Desktop Exercise has been confirmed for 3 July 2023 for Emergency Management and Preparedness. It has been suggested a couple of hours would be better for this course rather than 1 hour. Julie has confirmed that 2 hours has been reserved for this in the calendar. Ryan: Suggest it would be valuable to (LEMC Team), working with Dynamic at the moment to get this going. He would like to see everyone from LEMC committee to be able to attend, the full mine deployment can be done at the same time.

Shire of Boddington Call out for trees/branches on road	James Wickens	Follow up and report back to Wayne English with after-hours contact for trees/branches on shire owned roads rather than the SES
Electric cars and charging stations	James Wickens	Find information that was provided before the installation of the electric car charging station next to the shire
After Hours contact list	James Wickens	Compile an after-hours contact list distribute to relevant LEMC members

7. CORRESPONDANCE

7.1 Correspondence In

7.2 Correspondence Out

7.3 Information Tabled

8. REVIEW OF LEMC MEMBERSHIP & CONTACT LIST UPDATES

8.1 Review Membership and Contact List

Attachment: 8.1A Updated LEMC Contact List

9. AGENDA ITEMS

9.1 Council Plan Action – Review Emergency Management Plans and arrangements with the support of the Local Emergency Management Committee.

James Wickens advised the Committee that an action of the Shire's Council Plan is to review the Local Emergency Management Arrangements with the support of the Committee. The Shire intends to submit a submission to the DFES AWARE grants to assist with this process.

10. LOCAL EMERGENCY MANAGEMENT (Standing Items)

10.1 Post Incident Reports

No reports tabled

11. AGENCY/MEMBER REPORTS

11.1 Department of Primary Industries and Regional Development Report

Attachment: 11.1A DPIRD LEMC Report July 2023

11.2 St Johns WA Report

Current Recruitment Drive has seen eight new volunteers at St Johns Boddington since last meeting.

11.3 Communities Report

Attachment: 11.3A Communities Boddington – 1st Quarter 2023

11.4 State Emergency Services Report

Twenty incidents so far this year - primarily road crashes. Increase in elderly falls/collapsing in which they call the SES as the hospital staff will not or cannot leave the hospital to help. Frequent calls regarding trees/limbs on Crossman road. The road is a Shire road and people call the SES as there is no after hour's number for the Shire to alert someone to clear the trees/branches. An action has been raised to investigate the after hour's contact and have that readily available and advertised for people to report these incidents to rather than the SES.

11.5 Local Bush Fire Brigades Report

With the Boddington Fire Brigade's 3.4 truck in for a service and unavailable for the next 2-3 weeks, the Quindanning 4.4 truck has replaced it so the town is not left vulnerable in case of a fire. Request for all Shire trucks to have Hema Maps installed (SoB to investigate – possible funding from DFES)

11.6 Department of Fire and Emergency Services

Attachment: 11.6A DFES Media Statement

A new DEMA has been appointed and will be at the next meeting. DFES has put out a forecast for the season (see attachment) and it predicts an early start to the southern bush fire season and bush fire mitigation should be done sooner rather than later.

11.7 Boddington Police Report

Quite few months but as was stated earlier crashes have been constant and are usually due to fatigue - luckily just vehicle damage and no fatalities. A few missing persons reports and searches as well. Ross Bartley is leaving for a new role and this will be his last LEMC meeting and we will see the new Rep at the next meeting.

11.8 Shire of Boddington

Following up Mitigation Activity Funding for reserves in Ranford, for repair of Fire Access Tracks and planned burning.

Following up concerns from residents on Mitchel Crescent regarding emergency access. Reviewing existing arrangements and possible options for emergency access.

12. GENERAL BUSINESS

12.1 Around the Table

Robert Jones – He has been notified by DBCA of their intention of spring burns to the South of the Boddington area and Robert has notified those who need to be aware of this (brigades, mines, farmers) as there will be heavy smoke in the area during these times. West Pine are intending to do a spring burn also and will notify the Brigades closer to the time of when it will be happening.

Several reserves out at Ranford need to be burned in spring and he will coordinate this with the local brigades.

Electric car charging bay in the carpark next to the Shire Building is causing concern due to its location. If there was an electric car fire any water put on it will trickle down to the drain and into the Hotham River and any smoke from the fire is toxic and could affect many locals and businesses. Robert would like to see information in regards to why it was placed there and believes we would be negligent if we didn't investigate it further. An action has been raised to investigate this and provide Robert with the information he has requested.

The question was also raised as to why the Toyota FJ45 light tanker that was the Shires original light tanker has been sold. Shire needs to clarify if it has been sold and if it has, why the brigades weren't consulted first.

Robert would also like a list of after-hours contacts at the Shire for emergency clearing and access to machinery if needed.

13. NEXT MEETING

13.1 Approve Meeting dates for 2023

Moved: Cr. Lee Lewis

Seconded: James Wickens

That the committee approved the next meeting date on Monday 27 November 2023 at 10am.

Carried: [12/0]

14. CLOSURE OF MEETING

There being no further business, Cr. Lee Lewis declared the meeting closed at 10:47am.



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1. **DECLARATION OF OPENING**

Councillor Earl Schreiber, declared the meeting open at 10am.

I would like to begin by acknowledging the Traditional Owners of the land on which we meet today. I would also like to pay my respects to Elders past and present and emerging.

2. **ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE**

2.1 **Attendance**

Anna Erickson
Ryan Clarke
Nathan Manning
Adam Whitford

Julie Burton
Wayne English
Cr. Lee Lewis

Cr. Earl Schreiber
Javier Brodalka
Ross Bartley

2.2 **Apologies**

Shenae Tilbee
Simon Smith
Ros Foster
Corrie Lokan
Daniel Marsh

Karl Mickle
Terry Sillitto
Michael Pasotti
Kim Reader
Ben Gartner

Jessie Reid
Ronan Blaney
William Batt
Jayden Vitler

3. **DISCLOSURES OF INTEREST**

Nil

4. **GUEST PRESENTATIONS**

Nil

5. **CONFIRMATION OF MINUTES**

Moved: Nathan Manning

Seconded: Javier Brodalka

That the minutes of the Local Emergency Management Meeting held on Monday 27 February 2023 be confirmed as a true and correct record.

Carried: 10/0

6. **REVIEW ACTION LIST AND BUSINESS ARISING**

6.1 **Action and Progression**

Action	Responsible Person	Progress
Look at reserves - fire mitigation	Nathan Manning	Nathan Manning: The Shire is looking into reserve burning for both Hakea and Williams Reserves, this will be pending weather. The Shire is going through the process of applying for funding of Planned Burning

		and Chemical Works for Crossman Road.
Organise courses with DFES and invite William Batt	Ryan Clarke	Ryan Clarke: Currently in the process of asking for feedback on when the fire brigades will be able to run fire-fighting courses, possibly will be after July. Further updates will be provided at the next meeting.
Discuss Starlink (comms with heavy vehicles) at next meeting	Ryan Clarke	Ryan: The project manager in charge has left, no progress with integration as of yet. Looking into this as a resource for emergency management. Further updates will be provided at the next meeting.
Emergency Exercise	Daniel Marsh	<p>Javier: The Desktop Exercise has been confirmed for the 3rd July 2023 for Emergency Management & Preparedness. It has been suggested a couple hours would be better for this course rather than 1 hour. Julie has confirmed that 2 hours has been reserved for this in the calendar.</p> <p>Ryan: Suggested it would be valuable to (LEMC team), working with Dynamic at the moment to get this going. He would like to see everyone from LEMC Committee to be able to attend, the full deployment can be done at the same time.</p>

7. CORRESPONDANCE

7.1 Correspondence In

7.2 Correspondence Out

7.3 Information Tabled

8. REVIEW OF LEMC MEMBERSHIP & CONTACT LIST UPDATES

8.1 Review Membership and Contact List

Attachment: 8.1A Contact List (as at May 2023)

9. AGENDA ITEMS

9.1 Review and Approve Terms of Reference

Attachment: 9.1A Local Emergency Management Committee – Terms of Reference (as at June 2023)

10. LOCAL EMERGENCY MANAGEMENT (Standing Items)

10.1 Post Incident Reports

Since March, the SES has attended 10 road crashes including the MGM Bulk truck roll over on the bridge. Recruitment drives for the SES and local fire brigades happening at the school with new members joining.

With the increase in truck roll overs, there was a request for the mine to be more involved in helping on the scene and the possibility of looking into a practical exercise around truck roll overs and to involve emergency groups including the hospital.

11. AGENCY/MEMBER REPORTS

11.1 Department of Communities Agency Report

Attachment: 11.1A Department of Communities Agency Report

12. GENERAL BUSINESS

12.1 Around the Table

A new DFES superintendent for the Upper Great Southern has been appointed. Many of the necessary brigade courses are now online and the Regional Training Calendar has been updated.

Due to the lack of St John volunteers, Newmont has sent crews out to four calls from Communications Centre which is taking resources and staff off the mine. They are happy to help but don't want to be relied on.

13. NEXT MEETING

13.1 Approve Meeting dates for 2023

Committee confirmed that the next Local Emergency Management Committee meeting will be scheduled for 28 August 2023.

14. CLOSURE OF MEETING

There being no further business, Earl Schreiber, Councillor declared the meeting closed at 10:55am.

Local Emergency Management Committee Contact List

(As at August 2023)

NAME	EMAIL	CONTACT #	DEPARTMENT
James Wickens	James.wickens@boddington.wa.gov.au		Shire of Boddington
DEMA new Appointment TBA			Dept Fire and Emergency Services
Karl Mickle	karl.mickle@wandering.wa.gov.au		Shire of Wandering
Corrie Lokan	Corrie.lokan@health.wa.gov.au		Dept of Health
Cr. Earl Schreiber	creschreiber@boddington.wa.gov.au		Shire of Boddington
Jayden Vitler	jayden.vitler@dbca.wa.gov.au		Dept Biodiversity, conservation and attractions
Jessie Reid	Jessie_reid@hotmail.com		
Daniel Marsh	daniel.marsh@newmont.com		Newmont
Javier Brodalka	Javier.brodalka@newmont.com		Newmont
Kevin Petch	ranger@boddington.wa.gov.au		Shire of Boddington Ranger
Kim Reader	Kim.reader@communities.wa.gov.au		Communities
Cr. Lee Lewis	crllewis@boddington.wa.gov.au		Shire of Boddington
Michael Pasotti	Michael.pasotti@dbca.wa.gov.au		Dept Biodiversity, conservation and attractions
Adam Whitford	Adam.Whitford@dfes.wa.gov.au		Dept fire and emergency services
Ronan Blaney	Ronan.blaney@stjohnwa.com.au		St John WA Community Paramedic Southern Wheatbelt WBT55
Ros Foster	boddingtonss@bigpond.com		Forward Control Officer (Fire Brigade)
Ross Bartley	Ross.bartley@police.wa.gov.au		WAPOL
Ben Gartner	Ben.gartner@police.wa.gov.au		WAPOL
Ryan Clarke	Ryan.clarke@newmont.com		Newmont
Simon Smith	Simon.smith@south32.net		South32
Wayne English	weenglish@bigpond.com Wetraveltjr5@gmail.com		SES Manager
Robert Jones	robbitybob1@gmail.com		Chief Bushfire Control Officer

Anna Erickson	Anna.erickson@dpird.wa.gov.au		Dept of primary industries and regional development Senior Vet Officer
Javier Brodalka	Javier.brodalka@newmont.com		Newmont
Shenae Tilbee	Shenae.tilbee@boddington.wa.gov.au		Shire of Boddington Administration officer P & D
Jason Carrall	Jason.carrall@dfes.wa.gov.au		DFES
Michele Duxbury	Michele.duxbury@communities.wa.gov.au		Communities

LOCAL EMERGENCY MANAGEMENT COMMITTEE REPORTING

Agency:

**Department of Communities
(Communities)**

Date: From – July 2023 to September 2023 inclusive

INCIDENTS:

Date	Type of Incident	Location of Incident	Other Agencies Involved	Comments/Outcomes

EXERCISES AND TRAINING:

Please see notes below.

Date:	Title	Objectives	Comments/Outcomes
06 SEPT	Evacuation Centre Training		Rockingham
10 OCT	Evacuation Centre Training		Mandurah

Department of Communities – Emergency Relief and Support update

- **Review of the State Support Plan** - Communities have now successfully completed a comprehensive review and rewrite of the Support State Support Plan – Emergency Welfare (Interim). The draft State Support Plan – Emergency Relief and Support (the State Support Plan) has been endorsed by the SEMC Response Policy Sub-Committee and will be presented to the SEMC for approval on 2 August 2023.
- **Capability Audit** – Communities has procured Nous Group to conduct an audit of Western Australia's emergency relief and support capability. Communities is engaging with its community sector partners via the State Welfare Emergency Committee and the State Welfare Emergency Committee – Operations to seek their input into the audit.
- **Disaster Victim Identification (DVI)/Mass Fatality** – Communities is engaging with WAPOL and the State Coroner's Office to strengthen its response to a potential major emergency, where mass DVI processes are required.
- **Kimberley Floods**
 - The Department of Communities (Communities) is providing emergency relief and support services to residents impacted by the Kimberley Floods.
 - As of 04 July 2023:
 - 90 people are currently in Phase 1 Temporary Accommodation.
 - Since the Disaster Response Hotline (DRH) opened on the 11 January 2023 until 4 July 23, Communities has responded to a total of 1,936 calls for assistance.
 - Communities has assisted DFES with the activation of 302 Premier's Grants cards.
 - 27 Category 3 Assistance applications have been initiated. Two have been approved, two not approved and two have been withdrawn and are not eligible.
- Local Emergency Welfare Plans (LEWP's) are always being reviewed, if you see any information that is not current, please advise michele.duxbury@communities.wa.gov.au
- Training: Please advise if you would like training conducted for local government staff, this

can be an introduction to opening an evacuation centre, to cover the first couple of hours as Communities staff are on route. Happy to work with Shires to ensure little impacts to normal operations. Please e-mail michele.duxbury@communities.wa.gov.au to request training. Happy to discuss at any time.

Time of issue: 09:00 AM

Date of issue: 23 August 2023

MEDIA STATEMENT: Authorities warn dry conditions could bring early bushfires

The Department of Fire and Emergency Services (DFES) is asking the community to prepare their properties now, with warm and dry conditions increasing the risk of an early start to the southern bushfire season.

The Spring Seasonal Bushfire Outlook, released today by the Australasian Fire Authorities Council, indicates that parts of southern Western Australia are drier than usual due to low winter rainfall. With spring conditions forecast to bring above-average temperatures and below-average rainfall, Fire and Emergency Services Commissioner Darren Klemm AFSM said firefighters were preparing for dangerous fire weather to arrive early.

Commissioner Klemm urged people living between the Mid West and Great Southern to take advantage of the current mild conditions to prepare for the warmer months ahead.

"Warm weather and dry fuel means bushfires in November could escalate quickly and the window for planned burning could close earlier than usual, so people should be looking at doing bushfire mitigation sooner rather than later," he said.

"The next two months create an ideal window of opportunity to conduct planned burns, clear and prune vegetation, build firebreaks and make your home ember-proof.

"Last year was a comparatively milder bushfire season in WA so it's very important people don't become complacent – take the steps now to reduce the fire risk around your home because firefighters cannot be at every property."

In comparison, authorities are not expecting any increased fire risk in the Pilbara due to average fuel, moisture and weather conditions.

Unusually high rainfall in the Kimberley during wet season and June will delay the onset of late dry season conditions, providing more time for planned burning across the region.

Commissioner Klemm said every Western Australian needed to have a bushfire plan and a well-prepared property, regardless of where they lived.

"Embers can travel up to 20 kilometres during a bushfire, bringing the fire to your doorstep," he said. "I urge people to use the My Bushfire Plan website and app to develop an easily accessible plan that outlines what they will do if a bushfire occurs, helping to avoid last-minute decisions that could prove life-threatening."

Planning includes preparing an emergency evacuation kit with a battery-operated AM/FM radio to stay up to date with warnings and information if there are telecommunications outages.

For more information and advice on bushfire preparation, visit www.dfes.wa.gov.au/bushfire

END

Media Contact: DFES Media and Corporate Communications 9395 9543.



Department of
Primary Industries and
Regional Development

Incident and Emergency Management

Agency Name:	Department of Primary Industries and Regional Development		Date: July 2023
Report prepared by:	Helen Kent	Position:	Emergency Preparedness Coordinator – Incident & Emergency Management Branch

LEMC and DEMC report – July 2023

1. Declared incidents which DPIRD is managing:

- Seven (7) declared level 1 and 2 incidents in relation to plant pests/diseases and aquatic pests/diseases
- Nil animal pest/disease incidents

Queensland fruit fly

The Department of Primary Industries and Regional Development (DPIRD) is working to stem the spread of the significant invasive pest, Queensland fruit fly (Qfly), after a recent confirmed detection in Bayswater.

A level 2 incident was called on 1 March 2023 after several male Qfly were detected in a residential part of Bayswater, Perth. No Qfly have been detected in commercial areas or outside of the Perth metropolitan area at this time.

Qfly is one of the most serious pests of fruit and vegetables in Australia, attacking over 300 species of fruit and vegetables and impacting a range of horticulture industries and access to valuable markets. While Qfly has been found in other areas of the country, Western Australia has remained free of the pest.

Quarantine Area

The Quarantine Area (QA) covers a 15 km radius from the Qfly detection points and includes Perth, Belmont, Gosnells, Kalamunda, Vincent, Joondalup, Swan, Wanneroo, Melville, Canning, Bayswater, South Perth, Subiaco, Stirling, Nedlands, Bassendean, Belmont,

Claremont, Victoria Park, Cambridge and Mundaring. The full Quarantine Area Notice can be accessed at: <https://www.agric.wa.gov.au/plant-biosecurity/biosecurity-alerts-queensland-fruit-fly-updates>.

Link to video with Qfly eradication response Bayswater: [Advice for residents living within the Qfly Corrective Action Zone | Agriculture and Food](#)

The QA is divided into two main zones: the **Corrective Action Zone** and the **Export Assurance Zone**.

Corrective Action Zone

The Corrective Action Zone is the 1.5 km area surrounding each detection point.

Residents located within this zone are required to comply with the following QA requirements:

- Qfly host fruit cannot be removed from or moved within any part of the Corrective Action Zone, unless treated or processed (cooked, frozen or solarised).
- All ripe or ripening host fruit on plants or trees must be picked, and all fallen host fruit must be removed every three days.
- Fruit can be eaten, or must be treated, bagged and then binned in residential waste bins.
- Residents must provide DPIRD personnel access to their premises to inspect and bait host plants twice a week until further notice

Export Assurance Zone

The **Export Assurance Zone** covers the area in a 15 km radius from the detection point - the area of the QA that is not part of the Corrective Action Zone. The area will act as a buffer zone to further prevent further spread of the pest.

The requirements for the management of Qfly host fruit for this area are less stringent but commercially grown Qfly host fruit cannot move either within the QA or outside the QA unless it is treated.

Advice for residents living within the Qfly Correction Action Zone: [Advice for residents living within the Qfly Corrective Action Zone | Agriculture and Food](#)

Advice for Growers in Qfly Export Assurance Zone: [Advice for Growers in Qfly Export Assurance Zone | Agriculture and Food](#)

Further information is available at: [Queensland fruit fly \(Qfly\) updates | Agriculture and Food](#)

Didemnum vexillum (Carpet sea squirt)

Didemnum vexillum (Carpet sea squirt) has been detected in Western Australia (WA) for the first time.

Carpet sea squirt (CSS) is a highly invasive marine invertebrate animal that can overgrow and smother native species. It can overgrow rocks, shellfish, sea sponges and man-made structures such as wharves, jetty pylons, pontoons, buoys and vessels. A level 2 incident was declared on 25 January 2023 in response to the detection of CSS in WA.

On 17 March 2023 a Quarantine Area Notice was put in place for the waters adjacent to the Australian Marine Complex Common User Facility at Henderson South.

The aim of the QAN is to:

- Manage the movement of vessels into the QA to minimise the spread of the pest.
- Strengthen the requirements for biofouling inspections and treatments for vessels that regularly operate in the Quarantine Area or have been in the Quarantine Area for a period of six days or more.

CSS has the potential to impact oyster and mussel aquaculture, marine environments, dive tourism industries as well as increasing maintenance costs for commercial and recreational vessels.

The aquatic pest has been detected in two locations in WA; Garden Island and at a marine facility in Henderson. The detection at Garden Island was the first confirmed detection in Australia.

[Biosecurity alerts: Carpet sea squirt | Agriculture and Food](#)

Polyphagous shot-hole borer

Polyphagous shot-hole borer (PSHB) *Euwallacea fornicatus* is a beetle native to Southeast Asia. The beetle attacks a wide range of plants by tunnelling into trunks, stems and branches.

DPIRD continues to respond to the confirmed detections of an exotic beetle Polyphagous Shot-Hole Borer in the Perth metropolitan area.

Response activities include:

- Conducting surveillance to determine the distribution of PSHB
- Containing the pest to prevent further spread to non-infested regions within Western Australia
- Providing advice and information to residents, industry and other stakeholders
- Ensuring that all response activities are conducted safely, consistently and efficiently

To stop the spread, a Quarantine Area Notice (QAN) is in place to support the Department of Primary Industries and Regional Development's ongoing surveillance program to determine the spread of the pest.

The Quarantine Area covers 25 local government areas. The new areas added to the expanded QAN on 21 March 2023 are:

- Beckenham, Canning Vale, Huntingdale, Kenwick, Langford, Maddington and Thornlie in the City of Gosnells
- Duncraig, Greenwood, Marmion, Sorrento and Warwick in the City of Joondalup
- Alexander Heights, Girrawheen, Koondoola and Marangaroo in the City of Wanneroo
- Ballajura, Beechboro, Bennett Springs, Dayton, Hazelmere, Kiara, Lockridge, Malaga, Middle Swan, Midland, Viveash, West Swan and Woodbridge in the City of Swan
- Forrestfield, High Wycombe, Perth Airport and Wattle Grove in the City of Kalamunda

Link to information about [Polyphagous shot-hole borer | Agriculture and Food](#)

2. State alerts and investigations

DPIRD is investigating three (3) pests or diseases.

Red dwarf honey bees – Report sightings of Red dwarf honey bees

DPIRD is investigating the detection of the exotic pest red dwarf honey bee (*Apis florea*) discovered on the Burrup Peninsula near Karratha.

Red dwarf honey bees are known to be a vector for numerous exotic bee pests, including brood diseases, internal and external mites, and bee viruses.

The department is calling on the State's beekeepers and land managers to monitor their area for any unusual bees or nests.

Current situation:

- In late March 2023, DPIRD received a report from Pilbara Port Authority via MyPestGuide® Reporter of suspect exotic bees observed at the Dampier wharf, WA.
- The Commonwealth Department of Agriculture Fisheries and Forestry (DAFF) and DPIRD entomologists morphologically confirmed bee samples as *Apis florea*
- A joint survey between DAFF and DPIRD was undertaken at multiple sites on the Burrup Peninsular near Karratha.
- Four new detection sites were located in mid-June 2023. Three detections were of single bees and the fourth detection was of an established nest located in vegetation on a rocky outcrop.
- An ethanol wash of the bees from the nest resulted in the detection of brood mites (*Euvarroa sinhai*) associated with worker bees.
- DAFF and DPIRD are planning additional surveillance to ensure no further red dwarf honey bees are present in the area.
- Red dwarf honey bee has previously been detected and eradicated from the Perth suburb of Forrestfield in 2021.

Impact:

Red dwarf honey bees are social bees which live in colonies of approximately 3,000 insects. They migrate, swarm, and abscond readily, making them a major threat for exotic incursions and to the Australian environment.

One of the major risks for Australia is that red dwarf honey bee (*Apis florea*) is host to a range of bee brood diseases, parasites, and viruses that may impact European honey bees.

The red dwarf honey bee can carry *Euvarroa* mites (*Euvarroa wongsirii* and *Euvarroa sinhai*) both of which are close relatives to the destructive Varroa mites. The species can also carry *Tropilaelaps* mites (*Tropilaelaps clareae*) which is a known pest of European honey bees.

Red dwarf honey bees may also compete with other bees for floral resources.

Reporting:

Early detection is key to protecting Western Australia's valuable bee and horticultural industries. Immediately report any unusual bees or nests.

Members of the public and workers in the area are encouraged to report sightings of any exotic bees in the area to assist in ensuring no further red dwarf honey bees are present.

If you work at a port or transport imported goods and shipping containers, you must report any sighting of bees associated with these goods. Exotic bees are a pathway for bee pests and viruses so they must be reported

DPIRD Pest and Disease Information Service

- +61 (0)8 9368 3080
- padis@dpird.wa.gov.au

3. National alerts & investigations

DPIRD, and other state jurisdictions, continue to monitor reported outbreaks of African swine fever, Lumpy skin disease and Foot and mouth disease in other countries.

Information regarding Foot and Mouth Disease prevention is available on the WA government website:

[Foot-and-mouth disease advice for Western Australians \(www.wa.gov.au\)](http://www.wa.gov.au)

Information is also available on the DPIRD website:

[Foot-and-mouth disease: prevention and preparedness | Agriculture and Food](#)

Emergency animal disease preparedness included in the 2023-2024 State Budget:

The WA State government announced \$10.4 Million, in the State Budget, to enhance preparedness for Emergency Animal Disease (EAD).

Key activities include:

- enhancing EAD preparedness by focussed incident management training, emergency disease exercises and finalising policies and procedures for incident response.
- enhancing communications with industry and community stakeholders to increase awareness of Emergency Animal Diseases and improve preparedness and likelihood of early disease detection and reporting.
- building and developing a veterinary reserve and enhancing veterinary student exposure to rural veterinary opportunities.
- enhancing veterinary capacity
- enhancing the diagnostic laboratory capability and capacity by upgrading the laboratory information management system, including automation of tasks and enhanced sample tracking and security.

Important: There are, currently, no known incidences of these diseases in Australia.

4. Kimberley Floods – January 2023

DPIRD is providing support to affected communities, in relation to its areas of responsibility, in the recovery from the January flooding in the west Kimberley.

- The State Support Plan – Animal Welfare in Emergencies was formally activated on 9 January 2023 and remained activated until 3 May 2023 to provide support to the local government in relation to the coordination of animal welfare.

Recovery:

- Substantive Wheatbelt Development Commission CEO, Rob Cossart, has been appointed as the State Recovery Coordinator for the Kimberley floods.
- The State recovery structure, across the four recovery environments of Social, Economic, Built and Natural environment, has been formalised with appropriate State Government agencies leading the domains:
 - Social: Department of Communities
 - Economic: DPIRD

- Built: Department of Treasury and Main Roads WA
- Natural environment: DWER

DPIRD has appointed liaison officers to sit on the social, built and natural environments State-level committees

- The Shire of Derby West Kimberley has established its local recovery group and relevant subcommittees which are:
 - Media
 - Getting Home
 - Cadjebut Airport
 - Pastoral
 - Social/Wellbeing

DPIRD has provided a departmental representative on the Shire of Derby West Kimberley's local recovery group and relevant subcommittees.

DPIRD has secured funding for an Industry Recovery Officer to be embedded with the Kimberley Pilbara Cattleman's Association (KPCA).

- Dedicated DPIRD web page for affected primary producers outlining available assistance: [Kimberley flood recovery | Agriculture and Food](#)

Disaster Recovery Funding Arrangements WA (DRFAWA):

Support measures are designed to assist in meeting the needs of primary producers whose assets or primary production business has/have been affected by a disaster for which DRFAWA has been invoked.

Category B - Assistance measures for primary producers may include grants for:

- Professional advice
 - Reimbursement of fees (maximum \$1,500) to obtain professional advice directly related to addressing issues arising from the declared natural disaster event
- Freight subsidy (reimbursement)

Primary producers can claim a maximum of 50% of the costs to the producer of transporting any of the following items as a direct result of a natural disaster:

 - Livestock;
 - Fodder or water for livestock; or
 - Building or fencing equipment or machinery.

- Fencing (for livestock producers only)
Primary producers can claim 100% of the costs associated with any of the following:
 - restoration/replacement of fencing (to pre-disaster standard) where the fencing has been deliberately dismantled or damaged due to counter disaster operations activities undertaken in order to combat the eligible natural disaster event; and/or
 - reimbursement of the costs of materials only (to pre-disaster standard) to repair/replace boundary fencing damaged/lost as a direct result of the eligible natural disaster event. The measure is only available where the fencing adjoins a major road/rail transport corridor and where the roaming of livestock may present a danger to the travelling public (i.e., the aim being to preserve public safety).

The applicant must demonstrate to DPIRD's satisfaction that, at the time of the natural disaster event, the property was being used to hold or agist livestock.

- Expression of interest for interest subsidy on a new loan to recover
An interest rate subsidy may be available to primary producers for new loans:
 - to repair/replace assets lost or damaged / repair damage caused by the natural disaster event
 - for carry on purposes to implement the next season's production program
 - or to replace livestock lost in the disaster for which the assistance measures under the DRFAWA have been activated

Link to further information regarding available funding and relevant conditions: <https://www.agric.wa.gov.au/emergency-response/disaster-recovery-funding-arrangements>

Category D – Exceptional circumstances:

Freight Assistance Program

- Purposes: The Commonwealth and WA State Government jointly funded Freight Subsidy Program is to assist with the ongoing exceptional freight requirements for businesses impacted by ex Tropical Cyclone Ellie (DRFA AGRN1044).
- Eligible applicants: Businesses located in, or delivering to, the four (4) DRFAWA activated local government districts which are the Shire of Broome, Shire of Derby West Kimberley, Shire of Halls Creek and the Shire of Wyndham East Kimberley
- Funding duration: All claims must be submitted no later than two (2) months after a suitable road connection is re-established. Claims may be backdated for all freight movement that occurred on, or after, 1 January 2023
- DPIRD is the designated delivery agency for this funding

FAQs including details of eligibility: [Publications \(dfes.wa.gov.au\)](https://dfes.wa.gov.au)

DRFAWA Cat B and D assistance, the Department has approved as at 9 June 2023:

DRFA Measures	Under assessment	Approved	Approved \$
Category B	1	2	\$ 47,717.50 (ex GST)
Category D	18	158	\$1,466,424 (ex GST)

5. Severe Tropical Cyclone Seroja (Recovery funding)

DPIRD, through its Rural Business Development Unit, is managing Disaster Recovery Funding Arrangements WA assistance to primary producers impacted by TC Seroja.

DRFAWA Cat B and C assistance the Department has approved as at 9 June 2023:

DRFA Measures	Under assessment	Approved	Approved \$
Category B	22	36	\$ 560,676.75 (Expend)
Category C	51	121	\$2,337,818.20 (Expend)

6. Severe Tropical Cyclone Ilsa – 9 April 2023

Local government districts subject to DRFAWA proclamation: Shire of Broome, Shire of East Pilbara and Town of Port Hedland

Disaster Recovery Funding Arrangements WA:

Category B: Assistance measures for primary producers may include grants for:

- Interest rate subsidy may be available to primary producers for new loans to repair/replace assets that have been damaged or destroyed
- Freight subsidy - reimbursement (livestock, fodder or water for livestock and building or fencing or machinery)
- Fencing subsidy (where fencing adjoins a major road/rail transport corridor)

To date, only one (1) Category B application has been received for TC Ilsa and this is currently, under assessment.

Ex TC Ellie and TC Ilsa – DRFAWA Category C – Primary Producer Recovery Grant

On 7 July, 2023, the Minister announced that Category C – Primary Producer Grant would be available for Ex TC Ellie and TC Ilsa.

Grants of up to \$75,000 are available to assist pastoralists with out-of-pocket clean-up and reinstatement costs incurred as a direct result of the flooding associated with Ex TC Ellie and TC Ilsa. The grant covers activities such as the removal and disposal of debris, damaged infrastructure and equipment, deceased livestock; salvaging crops; and repairing damaged infrastructure and equipment.

To be eligible for this assistance, primary producers must be operating a primary production enterprise in one of the local government districts subject to the DRFAWA proclamation.

- Shire of Broome
- Shire of Derby West Kimberley
- Shire of Halls Creek
- Shire of Wyndham East Kimberley
- Shire of East Pilbara
- Town of Port Hedland

7. Animal welfare in emergencies training for local governments

DPIRD has partnered with Muresk Institute to provide training for local government officers, in relation to animal welfare during emergencies, as part of the Animal welfare in emergencies grant program 2023.

The training aims to enhance local government officers' skills and knowledge in safely dealing with animals during an emergency. Focus areas are: livestock health, fauna handling, containment and transport, and includes a workshop about how to develop local animal welfare in emergencies plans.

Training dates:

June 7 - 9

June 14 -16

August 9 - 11

August 16 - 18

8. Staff emergency management training:

DPIRD has an ongoing schedule to deliver emergency management training and exercising in both metropolitan and regional areas.

The non-accredited training focusses on both the Department's Hazard Management Agency responsibilities in relation to animal and plant biosecurity and its support role to other HMAs in relation to animal welfare during emergencies.

Animal Health Australia and Plant Health Australia online training:

DPIRD staff are encouraged to undertake suitable online training which is available on the Animal Health Australia (AHA) and Plant Health Australia (PHA) websites.

Links to AHA and PHA:

[Home - Animal Health Australia](#)

[Plant Health Australia](#)

DPIRD's role in emergency management

DPIRD plays an important role in emergency management in Western Australia.

- Hazard Management Agency (HMA) for animal and plant biosecurity with responsibilities across prevention/mitigation, preparedness, response and recovery. Link to State Hazard Plan – Animal and Plant Biosecurity: [State Hazard Plan Animal and Plant Biosecurity \(www.wa.gov.au\)](#)
- Provision of support to other HMAs by:

- coordinating animal welfare for other hazard emergencies including during bushfires, cyclones and floods;
- contributing to the Controlling Agency's impact statement in relation to impacts to primary producers, and other economic impacts through its regional development commissions across the state
- managing eligible assistance for primary producers under the Disaster Recovery Funding Arrangements WA and providing advice to primary producers in relation to this funding
- providing professional expertise to primary industry producers and small business in a regional context

Animal Welfare in Emergencies

Local governments are encouraged to develop a plan for animal welfare in emergencies (PAWE) which forms part of the local emergency management arrangements (LEMA).

For tools and resources to assist local governments to develop a local PAWE [click here](#) and for assistance in completing the PAWE template, speak to your LEMC or DEMC representative/s.

9. REPORTS OF OFFICERS

9.1 PLANNING & DEVELOPMENT SERVICES

9.1.1 Draft Local Planning Policy 14 Signs and Advertisements

File Reference:	2.064
Applicant:	Shire of Boddington
Disclosure of Interest:	Nil
Author:	Executive Manager Development Services
Attachments:	9.1.1A Draft Local Planning Policy 14 Signs and Advertisements 9.1.1B Current Local Planning Policy 14 Signs and Advertisements

Summary

For Council to consider the adoption, for the purpose of advertising, draft amendments to Local Planning Policy No.14 Signs and Advertisements.

Background

In December 2010, Council adopted a local planning policy to regulate outdoor signage and advertising. An amended policy was later adopted in July 2019. Review of the Policy is timely and is also an action within the Shire's Council Plan. This review is also timely following the adoption of the Signage Strategy by Council in December 2022. A key recommendation of the Strategy is to develop a Shire of Boddington Signage Policy.

The review of the Policy has been undertaken with reference to the Western Australian Government Association (WALGA) Model Local Planning Policy.

This policy review is being undertaken concurrently with the review and upgrade of standard green, blue and brown signage through the Shire. The latter is still under development.

Comment

The following policy modifications have been made;

- Restructure the policy to follow the WALGA model where relevant.
- Revise policy introduction and objectives accordingly
- Ensure all references to Local Planning Scheme No.2 are removed and replaced with references to Local Planning Scheme No.3.
- Provide clear exemptions and interpretations.
- Outline signage development application requirements and when a signage strategy will be developed.
- Outline clear protocols which apply to all signage.
- Provide specific protocols for common types of signage
- Provide clear and easier to read diagrams for common signage.

It is recommended that Council endorse the modified policy for the purposes of advertising and that comment be sought from the local business industry and the wider public for a period of at least 21 days.

Consultation

Clause 4 & 5 of the *Planning and Development (Local Planning Schemes) Regulations 2015* outlines the procedure for making and amending local planning policies. As outlined, the Policy will need to be advertised for a period of at least 21 days. On cessation of this period all submissions will be considered in the final modification of the revised Policy to be presented to Council.

Strategic Implications

Aspiration	Place
Outcome 8	Attractive and welcoming street and community spaces
Objective 8.1	Design and maintain attractive streetscapes.
Action 8.1.1	Develop a Shire signage policy, signage guidelines and an application process.

Legislative Implications

Planning and Development Act
Planning and Development (Local Planning Schemes) regulations 2015.

Policy Implications

The modified Local Planning Policy is aimed to improve procedural and governance aspects of the Shire's development control responsibilities for signs and advertisements.

Financial Implications

No change to applicable application fee is proposed.

Economic Implications

Signs have various functions, which can for instance depend on whether the sign is for commercial or community purposes. Commercially, signs are typically designed to attract/direct customers to a business. This in-turn, can assist to generate additional economic returns and/or job creation.

Social Implications

Signage can be both useful and distracting to the general community. Controlling signage will ensure the number, content, public safety and location of signage is maintained in the best interests of the community.

Environmental Considerations

Nil

Risk Considerations

Risk Statement and Consequence	Council does not endorse Local Planning Policy The Policy may not accurately reflect the needs of the community, or be practical for local business owners. Failure to endorse a current policy may also result in inconsistent signage throughout the Shire.
Risk Rating (prior to treatment or control)	Low
Principal Risk Theme	Reputational

Risk Action Plan (controls or treatment proposed)	Policy prepared in accordance with WALGA best practice guide.
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Options

1. Determine the current policy does not need amending.
2. Amend the policy and advertise for a minimum 21 days.

Voting Requirements

Simple Majority

Officer Recommendation and Council Decision

COUNCIL RESOLUTION: 107/23

Moved: Cr C Erasmus

Seconded: Cr L Lewis

That Council pursuant to clauses 4 and 5 of the Deemed Provisions of the *Planning and Development (Local Planning Schemes) Regulations 2015*, endorse for the purpose of advertising, *Draft Amendments to Local Planning Policy No 14 Signs and Advertisements* as provided as an attachment to this report and seek public comment for a period of not less than 21 days.

Carried: 7-0

For: Cr Ventris, Cr Smalberger, Cr Erasmus, Cr Lewis, Cr Ryley, Cr Schreiber, Cr Webster

Against: Nil

Local Planning Policy

No 14 – Signs and Advertisements



1.0 Citation

This is a Local Planning Policy prepared under Schedule 2 of the Planning and Development (Local Planning Schemes) Regulations 2015. This Policy may be cited as Local Planning Policy 14 Signs and Advertisements.

2.0 Introduction

This Policy sets out Council's position relating to signs and advertisements.

This Policy intends to achieve a balance between the provision of legitimate and appropriate signage and to minimise the adverse impacts that signs may have on the amenity, appearance and character of the municipality.

It is a requirement of the *Shire of Boddington Local Planning Scheme No. 3 (LPS3)* for various signs to gain development approval prior to erection, placement or display.

3.0 Objectives

- To ensure that existing and future signage is maintained at a level which produces a positive image of the Shire of Boddington.
- To encourage advertising which complements the natural and urban environment whilst minimising any negative impacts.
- To control the erection of signs so as to minimise the proliferation of signs and prevent visual pollution.
- To ensure signs do not detract from the streetscape/landscape and the amenity of the area through controlling the sign's size, height, materials, colours and location.
- To provide further interpretation of LPS3 in the assessment of application for signs.
- To set out guidelines that will assist in the regulation and control of signage.
- To provide increased certainty for advertisers, landowners, the community and other and to assist in providing greater consistency in decision making by the local government, and
- To facilitate the effective and timely processing of sign application where in accordance with this Policy.

4.0 Applications subject of this Policy

This Policy applies to the erection, placement and display of any outdoor advertisement other than those listed as exempt below.

4.1 Exemptions

The following types of advertisement signs are exempt from the need to obtain development approval:



- any sign which is listed in Attachment A which are referred to as “exempted advertisements”;
- any sign which is classified as under [clause 61\(1\) of the Deemed Provisions for Local Planning Schemes](#);
- any sign which is subject of an existing approval made prior to the date of effect of this Policy;
- newspaper or magazine posters, provided they are displayed against the outside wall of the business premise from which the newspapers or magazines are sold;
- freestanding event signage placed or erected only to direct attention to a place, activity or event for up to 48 hours prior and post that activity or event;
- garage sale signs, each not greater than 0.25m², advertising the sale of second-hand domestic goods in domestic quantities, not being part of a business, trade or profession and only being displayed of up to 24 hours prior and post the day of the sale;
- a sign permanently affixed or painted on a vehicle to identify a company, business, service or product supplied or sold by that company, provided the vehicle is not parked in a fixed location;
- a sign erected and maintained on street furniture, bus shelters or seats in accordance with the terms and conditions of a contract between the Shire and the company responsible for those signs;
- a sign erected by the Shire, or with the approval of the Shire, on land under the care, control and management of the Shire.

4.2 Interpretations

- A sign that fits within the definition of more than one sign type shall be assessed against the criteria the Shire considers most applicable.
- The area of a sign is to be measured as the greatest horizontal dimension multiplied by the greatest vertical dimension, excluding any support structures.
- If a sign is not mentioned in this Policy or the Scheme, then the sign shall be assessed on its individual merits.

4.3 State Road Reserves

All signs on or in the vicinity of any road under the care and control of Main Roads WA, will also require approval in accordance with the *Main Roads Act 1930*, in addition to the approval(s) from the Shire.

5.0 Application Requirements

5.1 An application for development approval for advertising signs shall be accompanied with the following documents:

- Completed development application form;
- Completed additional information for advertising signs form;
- Site plan showing the location of the sign(s), all buildings, lot boundaries, street names, north point;



- Elevations illustrating the location of the sign(s) in relation to the building / site;
- Illustration showing the contents, dimensions (including height above ground), surface areas and structural details of the signs; and
- Structural engineering certificate for pylon signs.

5.2 Signage Strategy

A signage strategy is an overall plan for a development site or precinct and shall be submitted with an application for development approval when:

- The sign/s relate to a shopping centre and/or commercial precinct;
- The sign/s relate to a subdivision or development estate which proposes more than 10 lots;
- The sign/s relate to a display home or village; or
- The number of signs for a development site (existing and proposed) exceeds a total of two.

A signage strategy should incorporate the location, type, size and design of all existing and proposed signs, depicted on illustrations, site and elevation plans. Justification should be provided on the need for the number and design of signs proposed, having regard for the relevant Policy provisions and objectives.

6.0 Policy Statement

6.1 Design Amenity

All signs shall:

- Not be detrimental to the amenity, streetscape or natural beauty of the precinct;
- Be simple, provide for instant recognition and relate to the site on which they are located;
- Not contain any discriminatory or offensive material (objectionable, violent, insulting, obscene or defamatory to most people, or a particular group of people);
- Have lettering and colouring that is clearly legible for the intended audience (i.e. whether the reader is a pedestrian, cyclist or motor vehicle occupant);
- Be maintained in good order and lean condition; and
- Be designed to utilise colour schemes and materials that fit in with the overall style of the surrounding development and/or precinct.

6.2 Safety

All signs shall:

- Be structurally sound and capable of withstanding any forces to which it would be reasonably subjected to without collapsing, deforming or moving from the position on which it was erected or displayed (this is the responsibility of the applicant to demonstrate where required); and
- Not create a hazard for vehicles, pedestrians or building occupants.

6.3 Siting

Generally, signs should be located on land or buildings on which is conducting a business or profession which the sign relates. The local government may, following appropriate justification from a proponent, consider signs on “third party” freehold land, generally this



will be

- For a temporary period (typically 6 – 12 months) following which the signs are to be removed; and
- For a recently established local business or a local business (based in the Shire of Boddington) which will shortly commence operating; and
- Limited to one sign for the business which is no greater than 4m² in area.

6.4 Illumination & Movement

All signs containing any: illumination or radio; animation or movement; retro-reflective or fluorescent materials in its design or structure requires development approval and will be assessed on its individual merits.

6.5 Mobile and Itinerant Vendors


Other than signage affixed to vehicles associated with the service, mobile and itinerant vendors are permitted to display one portable sign directly adjacent their service vehicle during operating hours.

6.6 Remote Advertising

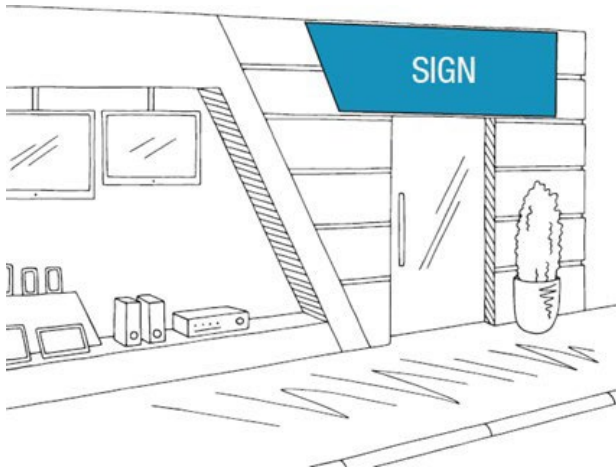
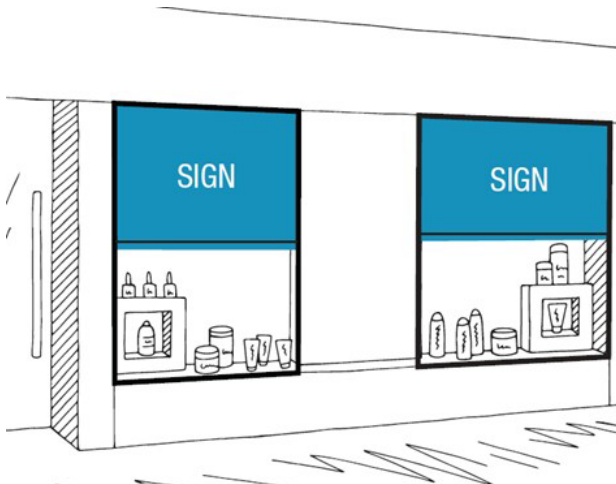
The Shire will generally not support remote advertising or advance warning signs (other than a directional blue service or brown tourist sign), as this may lead to an undesirable precedent and proliferation of signage to the detriment of the amenity of the Shire. Refer to the Shire Standard requirements for directional signs for more guidance.

The Shire however will consider granting development approval for remote advertising, where the signage relates to a significant development, events or tourist attractions.

6.7 Requirements for Particular Signs

Portable Sign	
A sign that is not attached to a building or other structure.	
<p>Portable signs should:</p> <ul style="list-style-type: none">▪ Not exceed one sign per tenancy.▪ Only be displayed during normal operating hours of the business to which they relate and be removed thereafter.▪ Not exceed dimensions of 1.2m in height or width, with an area of not more than 1m².▪ Be located on private property or the immediately adjacent verge area.▪ Not be placed so as to obstruct pedestrian walkways, car parking bays, motorists or pedestrians.	



<p>Exempted from development approval providing it complies with the requirements.</p> <p>Development applications for variations to the above requirements are not encouraged as this advertising device creates visual clutter.</p>	
<p>Wall Sign</p> <p>A sign that is painted or affixed on the front, side or rear elevation of a building or structure, but does not project more than 150mm out from the wall which it is attached.</p> <p>Wall signs should:</p> <ul style="list-style-type: none"> ▪ Be limited to maximum of one sign per tenancy, per street frontage. ▪ Not extend laterally beyond either end of the wall or protrude above the top of the wall. ▪ Not exceed 25 percent in aggregate area on any one wall to a maximum of 8m². ▪ Be integrated with the building design. <p>Exempted from development approval providing it complies with the requirements.</p>	 <p>The illustration shows a building facade with a blue rectangular sign mounted on the wall. The sign has the word 'SIGN' in white capital letters. To the left of the sign, there are two windows and some outdoor furniture like a table and chairs. To the right, there is a potted plant. The sign is flush with the wall and does not protrude.</p>
<p>Window sign</p> <p>A sign which is fixed either to the interior or exterior of the glazed area of a window, any part of which is visible from outside the building.</p> <p>A window sign should not cover more than 50 percent of the glazed area of any one window or exceed 10m² in aggregate area per tenancy. Where a window sign is proposed, the balance of the window shall be constructed of permeable glazing to maintain an active building frontage and presentation to the street.</p> <p>Exempted from the development approval providing it complies with the requirements.</p>	 <p>The illustration shows a storefront with two large windows. Each window has a blue rectangular sign at the top with the word 'SIGN' in white capital letters. Below the signs, the windows display various products like bottles and containers. The signs are integrated into the window display and do not cover the entire window area.</p>



Verandah Sign

A sign affixed on or under a verandah and includes signs affixed to cantilever awnings and balconies.

Signs on the underside of a verandah should:

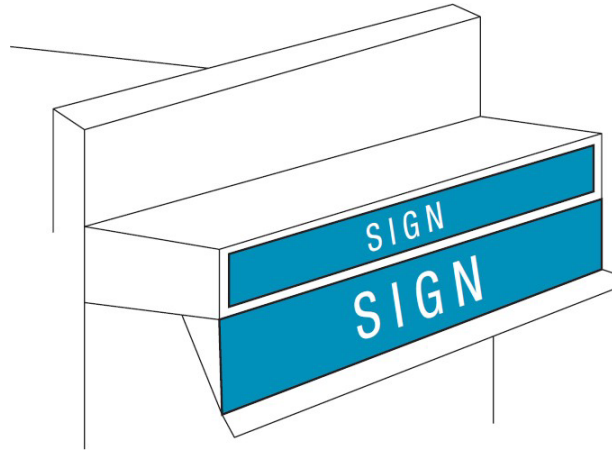
- Not exceed 2.4m length.
- Not exceed 400mm in height.
- Not be located within 1m of another such sign on the underside of the same verandah.
- Be positioned at right angles to the building façade.
- Provide a clear headway under the sign of not less than 2.7m measured from finished floor level.
- Not project beyond the edges of the verandah.

Signs on the fascia of a verndah should not:

- Exceed 400mm in height.
- Project beyond the edges of the verandah.

Signs affixed to the top of a verandah are generally not supported given the potential negative impact on visual amenity.

Exempted from development approval providing it complies with the requirements.

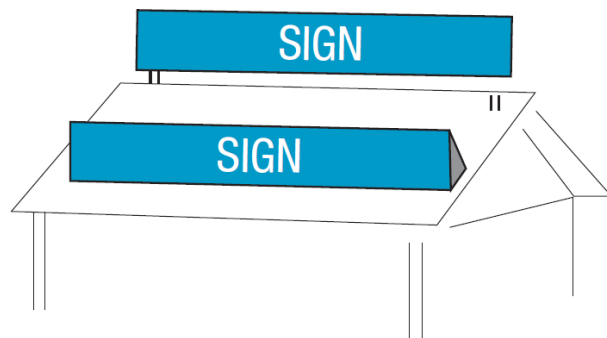


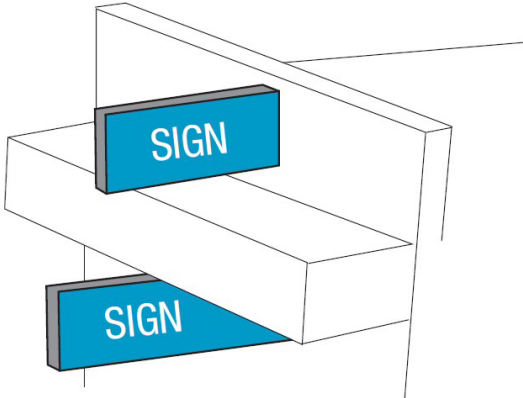
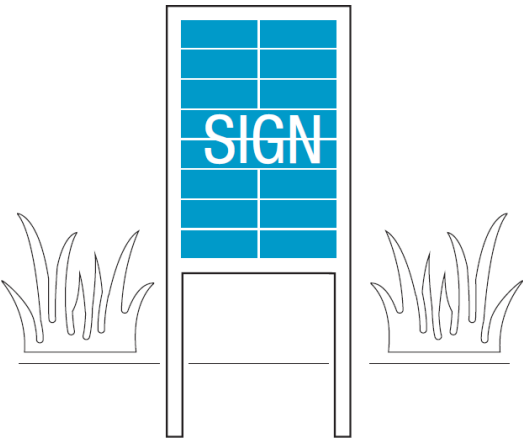
Roof Sign

An advertising sign which is fixed to or painted on a fascia, or to the roof itself, or which forms part of a projection above the eaves, or ceiling of the subject building.


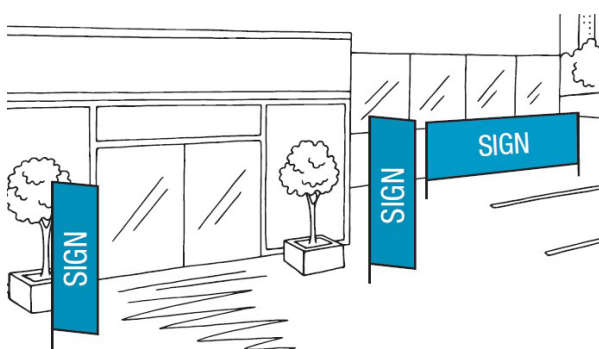
A roof sign shall comply with following:

Height of building	Maximum sign height
Under 5m	1.2m
5m and under 6m	1.8m
6m and under 12m	3m

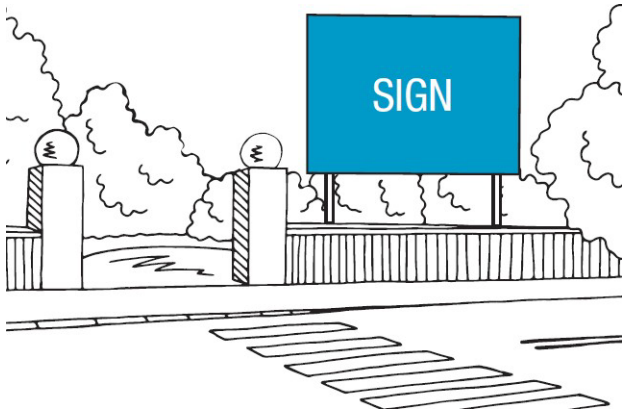
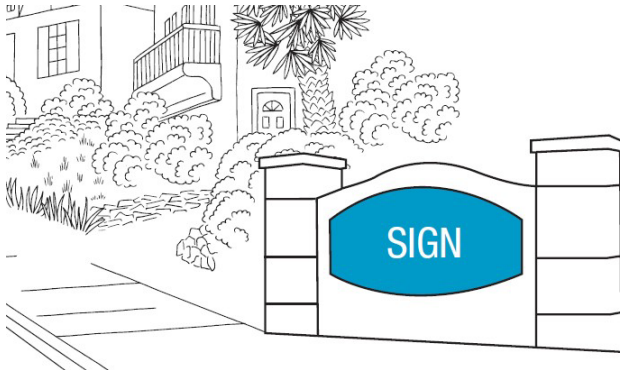



Requires development approval.	
Projecting sign	
A sign that projects 300mm or more from the wall of a building.	
<p>Projecting signs should:</p> <ul style="list-style-type: none"> ▪ Be limited to maximum of one sign per tenancy or one for every 40m of linear street frontage. ▪ Not project more than 1m from a wall and not exceed 1.5m² in area. ▪ Not be placed with 2m of either end of the wall to which they are attached. ▪ Not project above the top of the wall to which they are attached. ▪ Provide a clear headway under sign of not less than 2.7m measured from finished floor level. 	
Requires development approval.	
Pylon Sign	
A sign supported on one or more poles to which infill panels may be added, that is not attached to a building.	
<p>Pylon signs should:</p> <ul style="list-style-type: none"> ▪ Be limited to a maximum of one per street frontage or one for every 40m of linear street frontage. ▪ Not exceed 5m in height or 15m² in area. 8m in height may be supported in industrial area. ▪ Individual pylon signs will not be supported for individual tenancies where multiple units exist or are proposed to exist on a lot. In this instance, a pylon sign shall be designed to provide one infill panel for each unit on the lot. ▪ Location to ensure no impacts on visibility for motorists and other road 	


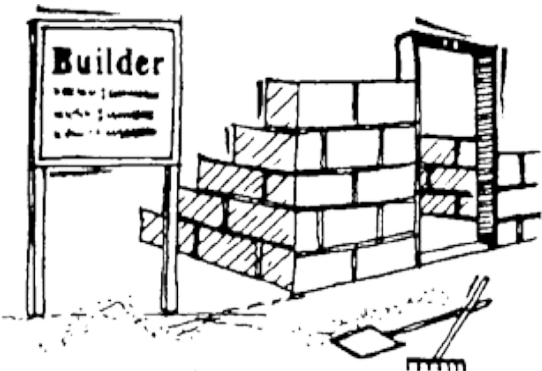


users.	
Requires development approval.	
Tethered Signs	
A sign which is suspended from, or tethered (tired) to any structure, or tree or pole (with or without supporting framework) and made of paper, plastic, fabric or of similar material. The term includes lighter than air aerial devices, inflatables, bunting, banners, flags and kites.	
Not encouraged as this advertising device creates visual clutter. Approvals will be on a temporary basis, no longer than 4-weeks in any 3-month period.	
Requires development approval.	
Banner Sign	
Any temporary sign in the form of a sign made of light weight, non-rigid material, such as cloth, canvas or similar fabric that relates to the promotion of a specific event.	
<p>Banner signs should</p> <ul style="list-style-type: none"> Only be displayed for up to four weeks prior to promotional event or offer. Be removed immediately following the promotional event or offer. Not exceed dimensions of 1m in height and 3m in length. Be restricted to promoting no more than four promotional events per year. Be limited to a maximum of one per site. 	
Exempted from development approval providing it complies with the requirements	
Estate Signage	
A sign erected on a lot within a	



<p>estate displaying information such as the estate name, the plan of subdivision or development, the estate features or sales and real estate agency contact details.</p>	
<ul style="list-style-type: none"> ▪ Estate signs should be located entirely within the estate to which they relate, at justified strategic points to avoid proliferation. ▪ A maximum of two signs up to 18m² are permitted. 	
<p>Requires development approval.</p>	
<p>Entry Statement</p>	
<p>A fence or wall constructed in masonry or other material, to identify the entrance of an estate and may include, but not limited to, a sign indicating the estate name and locality, sculptures, flagpoles and flags.</p>	
<ul style="list-style-type: none"> ▪ Entry statement should be located entirely within private property. ▪ All ongoing maintenance of an entry statement shall be at the cost of the developer and shall be removed prior to completion of the estate, unless otherwise agreed by the Shire. 	
<p>Requires development approval.</p>	
<p>Rural Producer Sign</p>	
<p>A sign erected on land lawfully used for rural purposes which advertises good or products produced, grown or lawfully manufactured on the land.</p>	
<p>Rural Producer signs should:</p> <ul style="list-style-type: none"> ▪ Be limited to a maximum of one per street frontage of any lot. ▪ Not exceed 3m² in area or 3m in height. ▪ Show only the name and address of the occupier of 	



<p>the land and name of the property.</p> <ul style="list-style-type: none">Only advertise goods or products produced, grown or lawfully manufactured upon the land.	
Exempted from development approval providing it complies with the requirements	
Real Estate Sign	
A sign placed on or in front of a property advertising the sale or lease of a building, property or business.	
Real estate signs <ul style="list-style-type: none">Is not illuminatedMay be a double faced signIs located on private propertyIs no greater than 0.6m above the ground to its undersideHas maximum single sign face area of 2.9m².	
Exempted from development approval providing it complies with the requirements	
Construction site sign	
A sign erected at a building site that contains information about the development and companies involved in the development.	
A construction site sign should be <ul style="list-style-type: none">A single faced signIs not illuminatedMust not exceed 1.1m² for sites up to 5,000m².Must not exceed 2.0m² for sites exceeding 5,000m².Must only be displayed while construction is in progress but not for a period greater than 2 years.	
Exempted from development approval providing it complies with the requirements	



7.0 Sign Liability

Where a sign is proposed to be placed in, or overhang, a public place or street, the applicant will be required where appropriate, to provide a public liability insurance policy indemnifying the Shire against all actions, suits, claims, damages, losses and expenses made against or incurred by the Shire arising from the approval of the sign.

The applicant may be required by the Shire to:

- Take out a public liability insurance policy in the name of the owner or applicant and the Shire, for an amount considered appropriate to the risk involved;
- Keep that insurance policy current for the duration of the approval;
- Include a clause in the insurance policy which prevents the policy from being cancelled without the prior consent of the Shire.
- Include a clause in the public liability insurance policy, which requires the owner or applicant and the insurance company, to advise the Shire if the insurance policy lapses, is cancelled or is no longer in operation; and/or
- On the request of an authorised person, provide for the inspection of a certificate of currency for the required insurance policy.

8.0 Definitions

Specific types of signs are defined in this Local Planning Policy in the Policy Measures. Words and expressions relevant to this Local Planning Policy are given below.

“Advertisement” as defined by the Deemed Provisions and provided below –

means any word, letter, model, sign, placard, board, notice, device or representation, whether illuminated or not, that is used wholly or partly for the purposes of advertising, announcing or directing, and includes –

- a) *Any hoarding or similar structure use, or adapted for use, for the display of advertisements; and*
- b) *Any airborne device anchored to any land or building used for the display of advertising; and*
- c) *Any vehicle or trailer or other similar object placed or located so as to serve the purpose of displaying advertising.*

“Advertising Sign” means the movement or the appearance of movement, through the use of patterns of lights, changes in colour or light intensity, computerised special effects, video displays, or through any other method.

“Animation” means the movement or the appearance of movement through the use of patterns of lights, changes in colour or light intensity, computerized special effects, video displays, or through any other method.

“Device” means any object, sign, or thing, including an airborne object anchored to land; and a vehicle where its primary purpose is advertising.

“Directional Signage” means signage installed by the Local Government on public land. Directional signage advertises the direction to be taken to a service, tourist attraction, or town site / locality and may include an information bay when displaying a large number of signs and associated maps.

“Main Roads WA Roads” means any road which is under the care and control of Main Roads WA,



including Primary Distributor & Regional Distributor Roads, and includes the following roads within the Shire;

- a) Albany Highway
- b) Bannister – Marradong Road
- c) Pinjarra – Williams Road

“Sign” means any notice, flag, mark, structure or device, on which words, numbers, expressions or symbols are shown and includes an advertisement.

“Scheme” means the Shire of Boddington Local Planning Scheme No.3

Policy Number / Name	No 14 – Signs and Advertisements
Adopted by Council	14 December 2010
Amended	16 July 2019



Attachment A – Exempted Advertisements Schedule

Land Use and/or Development Requiring Advertisement	Exempted Sign Type and Number (Includes the change of posters on poster signs and applies to non-illuminated signs unless otherwise stated).	Maximum Area of Exempted Sign
Dwelling	One professional name-plate as appropriate.	0.2m ²
Home Occupation	One advertisement describing the nature of the home occupation.	0.2m ²
Places of Worship, Meeting Halls and Places of Public Assembly.	One advertisement detailing the function and/or the activities of the institution concerned.	0.2m ²
Shops, Showrooms and other uses appropriate to a Shopping Area.	All advertisements fixed to the building below the top of the awning or, in the absence of an awning, below a line measured at 5 metres from the ground floor level of the building subject to a compliance with the requirements of the Sign Hoarding and Bill Posting By-laws	Not applicable
Industrial and Warehouse Premises	<p>A maximum of 4 advertisements applied to or affixed to the walls of the building but not including signs which project above the eaves or the ridge of the roof of the building, and excluding signs projecting from a building whether or not those signs are connected to a pole, wall or other building.</p> <p>A maximum of two free-standing advertisements signs not exceeding 5m in height above ground level.</p>	<p>Total area of any such advertisements shall not exceed 15m²</p> <p>Maximum permissible total area shall not exceed 10m² and individual advertisement signs shall not exceed 6m²</p>
Showroom, race courses, major racing tracks, sports stadia, major sporting grounds and complexes.	All signs provided that, in each case, the advertisement is not visible from outside the complex or facility concerned either from other private land or from public places and streets.	N/A
Public Places and Reserves	a) Advertisements signs (illuminated and non-illuminated) relating to the functions of government a public authority or council of a municipality excluding those of a promotional	N/A



	<p>nature constructed or exhibited by, or on behalf of any such body, and</p> <p>b) Advertisements signs (illuminated and non-illuminated) required for the management or control of traffic on any public road, car park, cycleway, railway or waterway where such advertisement has been constructed or exhibited by or at the direction of a Government department, public authority or the Council of a municipality, and</p>	N/A
Advertisements within buildings	All advertisements placed or displayed within buildings which cannot ordinarily be seen by a person outside of those buildings.	N/A
All classes of buildings other than single family dwellings.	ne advertisement sign containing the name, number and address of the building, the purpose for which the building is used or the name and address of the managing agent thereof.	0.2m ²



SHIRE OF BODDINGTON LOCAL PLANNING POLICY No. 14 – SIGNS AND ADVERTISEMENTS

1. Policy Statement

This Policy sets out Council's position relating to signs and advertisements.

It is Council's policy to achieve a balance between the provision of legitimate and appropriate signage and to minimise the adverse impacts that signs may have on the amenity, appearance and character of the municipality.

2. Background and Issues

It is a requirement of the *Shire of Boddington Local Planning Scheme No.2* (LPS2) for various signs to gain development approval prior to erection, placement or display.

The following is an extract from LPS2:

5.6.1.1 For the purpose of this Scheme, the erection, placement and display of advertisements and the use of land or buildings for that purpose is development within the definition of the Act requiring, except as otherwise provided, the prior approval of the Council.

5.6.1.2 Applications for Council's planning approval pursuant to this Part shall be submitted in accordance with the provisions of Clause 6.2 of the Scheme and shall be accompanied by a completed Additional Information Sheet in the form set out at Appendix 10 giving details of the advertisement(s) to be erected placed or displayed on the land.

3. Definitions

In this Policy, the following definitions apply:

"Advertisement" means any word, letter, model, sign, placard, board, notice, device or representation, whether illuminated or not, in the nature of, and employed wholly or partly for the purposes of, advertisement, announcement or direction, and includes any hoarding or similar structure used, or adapted for use, for the display or advertisements. The term includes any airborne device anchored to any land or building any vehicle or trailer or other similar object placed or located so as to serve the purpose of advertising.

"Advertiser" means any one person or any group comprised of the landowner, occupier, licensee or other person having an interest in, or drawing benefit from, the display of an advertisement concerned.

In this Policy, "signs", "advertisements" and "advertising signs" have the same meaning.

4. Objectives

The objectives of this Policy are to:

- ensure that existing and future signage is maintained at a level which produces a positive image of the Shire of Boddington;

- encourage advertising which complements the natural and urban environment whilst minimising any negative impacts;
- control the erection of signs so as to minimise the proliferation of signs and prevent visual pollution;
- ensure signs do not detract from the streetscape/landscape and the amenity of the area through controlling the sign's size, height, materials, colours and location;
- provide further interpretation of LPS2 in the assessment of applications for signs;
- set out guidelines that will assist in the regulation and control of signage;
- provide increased certainty for advertisers, landowners, the community and others and to assist in providing greater consistency in decision making by the local government; and
- facilitate the effective and timely processing of sign applications where in accordance with this Policy.

5. Application of the Policy

This Policy applies to any advertising device proposed to be erected within the municipality unless it is an "exempted advertisement" as set out in *Attachment A* of this Policy.

6. Links to Local Planning Scheme and Other Documents

This Policy relates to various requirements set out in LPS2 including Clause 6.1 requiring advertisers to submit a Development Application to the Shire.

7. Policy Provisions

7.1 Exemptions from the Requirement to Obtain Development Approval

The local government's prior development approval is not required in respect of those advertisements listed in Attachment A, which is referred to as "exempted advertisements". The exemptions listed in Attachment A do not apply to land, buildings, objects, structures and places included on the Heritage List or within a heritage precinct established or designated under Clause 5.1 of LPS2.

The local government does not require a sign denoting property and/or owner name and/or property address.

For all other signs, the advertiser is required to submit a Development Application and gain approval from the local government prior to the sign/s being erected.

7.2 General

In assessing a Development Application for a sign, the local government will have regard to matters including the following:

- size, shape, materials, colours, finish, wording, general appearance and location of the sign;
- whether it is illuminated and the presence or rate of flashing lights;
- existing number of signs on the site;
- pedestrian, cyclist and motorist safety;
- the objectives of LPS2;

- provisions and requirements of LPS2;
- the character and amenity of the locality within which it is to be displayed, including its historic or landscape significance;
- zoning of the lot;
- the amenity of adjacent areas which may be affected and the effect on the streetscape;
- whether the sign is proposed to be temporary or permanent;
- written comments from affected landowners and other stakeholders;
- adopted Town Centre Design Guidelines or other Building and Landscaping Guidelines; and
- any other circumstance and factor affecting the application in the opinion of the local government.

Generally, signs should be located on land or buildings on which is conducting a business or profession which the sign relates. The local government may, following appropriate justification from a proponent, consider signs on “third party” freehold properties. Generally, this will be:

- for a temporary period (typically 6 – 12 months) following which the signs are to be removed; and
- for a recently established local business or a local business (based in the Shire of Boddington) which will shortly commence operating; and
- limited to one sign for the business which is no greater than 4m² in area.

Should the business cease operating during the approval period, the local government may remove the sign.

The local government will not support applications for advertisements that, in the opinion of local government, detract from the aesthetic qualities of an area by virtue of inappropriate size, colour, illumination and location. Additional to this, the local government will consider the existing number of signs placed in an area and/or on the building to ensure visual cluttering does not occur.

Generally, the local government does not support signs located on a light pole or power pole unless associated with a community event. Additionally, for roads managed by Main Roads Western Australia, the agency does not allow a sign or advertising device to be attached to existing signs, structures and roadside items including a light/power pole.

The use of vehicles, trailers, and trucks for display or exhibiting of signage will not be permitted except for special events as approved by the local government.

The “onus of proof” rests with the advertiser to justify their Development Application and variations to this Policy.

7.3 Prohibited Signs

A person shall not erect, maintain or display a sign that:

- will obstruct the view of traffic on a street or public place;
- prevents the safe and effective use of a footpath and/or dual use path;
- is located in a median strip or roundabout;

- can obstruct access to or from a door, fire escape or window, other than a window designed for the display of goods;
- is likely to be confused with, or mistaken for, an official traffic sign;
- emits a flashing, intermittent or sequential light;
- is situated on a tower, mast, chimneystack, spire, dome or similar architectural feature or on a superstructure over the main roof of a building;
- is situated on a building or structure where the stability of the building or structure is likely to be affected by the sign;
- is free standing sign above a roof;
- is on a tree that is living; and
- that contains offensive language or content.

7.4 Signs in the Boddington Town Centre

In the Commercial Zone and the area subject to the Town Centre Design Guidelines, the following will apply:

- signage is contained to the building walls and parapets. No additional structures will be permitted for signs over roofs or above parapets;
- signs are allowed on verandah fronts provided they are no higher than half of the parapet behind; and
- stand-alone pylon signs, such as petrol station signs, are acceptable where they are on, or close to, the front boundary and do not exceed the height or the proposed building. Active, flashing illuminated or reflective signs are not supported.

7.5 Home Business Signs

Permanent signs for home businesses in the Residential, Special Residential, Rural Residential and Special Use Zones are to be:

- associated with the occupation of persons living on the property;
- a maximum of 1m²;
- constructed of materials and in colours which are complementary to area; and
- restricted to the approved business name and not advertise any commercial product.

7.6 Signs in Other Zones

Unless appropriately justified by the advertiser, the local government will not approve the erection of signs within the Industrial, Rural Small Holding or Rural Zones of any advertising device for a service or commodity which is not produced, offered or sold on the lot where the advertising device is erected.

Unless appropriately justified by the advertiser, the maximum size of a permanent sign in the Industrial Zone is 15m², Rural Small Holding Zone is 4m² and the Rural Zone is 9m².

7.7 Signs within Road Reserves and on Shire Managed Land

Generally, the local government does not support signs being in road reserves and on Shire managed land. Exceptions to this are moveable signs (section 7.11 of this Policy), real estate signs outside of townsites (section 7.12) and directional signs (section 7.14).

Public open space and reserves within the municipality on land managed by the Shire, shall not be used for the erection of signage except for purposes as approved by the local government.

The local government does not support the erection of signage on trees with the road reserve.

The local government will consider signs supporting the sale of locally produced rural produce, in rural areas, within a road reserve managed by the Shire. The local government will support the erection of a seasonal signage, to bona fide rural producers, who provide for the sale of produce on an incidental basis subject to meeting other requirements of this Policy including safety considerations.

7.8 Siting Restrictions Near Main Roads and Key Tourist Routes

The local government will generally not permit the siting of advertising signs on or in the vicinity of main roads and key tourist routes (for this Policy these are Bannister-Marradong Road, Pinjarra-Williams Road, Albany Highway, Crossman Road, and Crossman-Dwarda Road) when they provide vistas for the surrounding landscape. The protection of these vistas is important from a tourism and amenity viewpoint.

The local government may consider the erection of suitable advertising signs near main roads and key tourist routes where the signs are:

- on freehold land; and
- located on land or buildings on which the business or profession relates; or
- for new business and limited to a temporary period (as outlined in section 7.2).

The local government will require that signs are sited to minimise the impact upon surrounding vistas and to minimise impacts on the area's amenity.

If an advertising sign is deemed to be in conflict with its surrounding environment and will detrimentally reduce the amenity of the area, then the local government will not support the proposed sign.

7.9 Signs on Places of Heritage Value

The local government will have regard to the placement of signage on places of heritage value and buildings listed in a Local Planning Scheme or Municipal Heritage Inventory. Further, the local government will consider:

- the historic appropriateness of the materials;
- style design and lettering of the sign; and
- whether it is affixed in such a way that it causes no damage to the building and may be removed without leaving evidence of it having been affixed.

7.10 Temporary Signs for Events and Traffic Management

There is no requirement to submit a Development Application for signs associated with traffic management for events. This is subject to signage and the event being undertaken in accordance with the *Traffic Management for Events Code of Practice* (or any updates).

There is no requirement to submit a Development Application for signs to publicise a forthcoming event subject to the following:

- temporary signs are not to be placed on the road reserve, unless it is a directional sign;
- the temporary sign must be removed after the forthcoming event has passed and must not be displayed for no longer than 8 weeks;
- if the local government considers the temporary signs are inappropriate or unsuitable they will be removed.

While noting the above, Main Roads Western Australia requires approval for any signage in, or in the vicinity of the road reserve of a declared highway or main road, unless they are exempt signs. A written application is required.

There is no requirement to submit a Development Application for signs associated with traffic management for works on roads. This is subject to signage and works being undertaken in accordance with the *Traffic Management for Works on Roads Code of Practice* (or any updates).

7.11 Moveable Signs

Movable signs are not supported where, in the local government's opinion, the sign would obstruct pedestrian, cyclist or vehicle movements or sightlines or obstruct access or views from any other premises.

Moveable signs may be supported by the local government where relevant safety and other planning considerations are suitably met. This is subject to:

- any moveable sign should typically be located as close as possible to the premises to which it relates, unless the local government is satisfied that there are circumstances which make this difficult and that an alternative location has been identified, which is to the satisfaction of the local government;
- the advertiser/operator is required to maintain an appropriate Public Liability Insurance covering the placement of the moveable sign on the footpath within the Boddington town centre that indemnifies the local government to the satisfaction of the local government;
- moveable signs shall only remain in public places while the shop or business is open for trading; and
- moveable signs within road reserves are to be removed at the close of trading each trading day.

7.12 Real Estate Signs

No real estate advertising signs will be permitted on road reserves or on Shire controlled land in and around the Boddington and Ranford townsites in the opinion of the local government. Real estate advertising signs are to be located on freehold land in and around the Boddington and Ranford townsites.

The local government will determine the merits of real estate signs in road reserves in rural areas where they cannot be located on freehold land and they are appropriately located which promote the safety of motorists. Real estate agents will be responsible for

“Dial before you dig” and avoiding services/infrastructure, with any costs payable to rectify services met by the real estate agency.

The local government may remove real estate signs located within road reserves or on Shire controlled land throughout the municipality without necessary approvals and/or which may create safety concerns.

7.13 Subdivision/Development Marketing Signs

Subject to other requirements of this Policy being suitably met (including safety considerations), the local government will support one sign per development up to 3m² on the development site.

7.14 Directional Signs

The local government will assess, on its merits, the use of standard directional signs on roads to direct traffic to emergency services, community groups, businesses or other entities. In approving directional signs, the local government will limit one fingerboard sign for the entity at the junction of a highway or main road indicating the most direct route to the facility.

Generally, the local government will limit the number of directional signs at any intersection or other location to three (3). Priority for directional signs is given to emergency services, then community groups and last to businesses.

The local government may issue approval for directional signs for a specific period e.g. 10 years. Following this, a separate application (and approval) is required or the sign may be removed. The local government may remove the directional sign where the entity is no longer operating or if the entity has relocated their premises.

The advertiser is responsible for meeting the costs of directional signage, with costs set out in the Council’s fees and charges.

The local government will generally support the use of composite/generic signs to remove the need for separate signs.

Where more than one direction sign is required for a particular street junction, then they may be required to be incorporated into a stack sign structure which will be funded by the various sign owners. Should there be a request for multiple signs, the local government may require the installation of a “generic” sign e.g. directing to the industrial estate.

Directional signs should not resemble an official traffic sign.

All lettering shall be white on a blue background for services or white on brown for tourist attractions.

Tourist signs may be installed for tourist establishments endorsed by the State agency responsible for tourism planning.

7.15 Main Roads Western Australia

The erection of advertising signs near a highway or main road under the control of Main Roads Western Australia (MRWA) generally requires the approval of both the local government and MRWA, unless they are exempt signs.

Development Applications are initially received by the local government and are referred to MRWA for comment. MRWA will then determine whether to provide a written response to the local government. MRWA advice could include that:

- conditional support is granted and there is no separate requirement to gain MRWA approval;
- conditional support is granted and there is a separate requirement to gain MRWA approval; or
- it does not support the advertising sign for outlined reasons.

Reference is made to MRWA's *Policy and Application Guidelines for Advertising Signs – Within and Beyond State Road Reserves*. The MRWA policy outlines the policy statement, general conditions for advertising devices within and beyond State road reserves and application requirements.

Other than moveable signs in the town centre, the local government does not support advertising signs within road reserves managed by MRWA for reasons including visual impact and detrimentally impacting the amenity of the area. The local government will consider, on its merits, signs on adjoining freehold land as set out in this Policy.

Road traffic signs are not subject to this Policy and do not require a Development Application or associated development approval from the local government. Road traffic signs are a MRWA responsibility.

7.16 Existing Signs

There is no presumption that any existing sign has an approval from the local government. All signs will be treated according to this Policy unless the owner of the sign is able to demonstrate that the local government has previously issued approval for that sign.

7.17 Derelict or Poorly Maintained Signs

Where, in the opinion of the local government, an approved sign has been permitted to deteriorate to a point where it conflicts with the objectives of LPS2 or it ceases to be effective for the purpose for which it was erected or displayed, the local government may by notice in writing require the advertiser to:

- repair, repaint or otherwise restore the advertisement to a standard specified by local government in the notice; or
- remove the advertisement.

7.18 Non-Compliance

Should any signs be displayed that do not comply with this Policy, the conditions of the Development Approval, or a sign that is erected without approval, the local government

may, without incurring any liability, remove and dispose of the sign. Signs removed may incur a retrieval fee and may be detained for a period of 3 weeks where this occurs for the first "offence". Any sign not claimed within 3 weeks may be disposed of for the first offence. For the second and possible multiple offences, any non-compliant sign may be disposed of immediately.

In addition, the local government may require any sign to be removed if it is of the opinion that it is offensive or unsightly.

8. Administration

8.1 Matters to be Addressed Prior to Formally Lodging the Application

Proponents are encouraged to discuss proposals that seek to vary Policy requirements with the Shire administration early on in the planning process and prior to the formal lodgement of any Development Application.

8.2 Application Requirements

Development Applications are to include the following:

- the requirements set out in sections 6.2.1 and 6.2.2 of LPS2 which includes a clear picture/diagram of the sign (incorporating colours, design, measurements); and a clear site plan (including highlighting existing signs);
- filling in the Development Application form and Additional Information Sheet for Advertisement Approval; and
- payment of the Shire Development Application fee.

Preferably, the Development Application is also accompanied by written correspondence which sets out reasons justifying the proposal.

Should a Development Approval be issued, it may be necessary for the proponent to submit a Building Permit Application (which gains necessary approval) prior to undertaking construction.

8.3 Consultation with Landowners and Stakeholders

The Shire administration may seek comments on any Development Application as considered appropriate.

Where a proposed sign is considered to have the potential to adversely impact on adjoining and/or nearby landowners, in the opinion of the local government, the local government will write to affected landowners/stakeholders of the application and invite them to submit comments to the local government.

Where an application for a sign is made that does not comply with the requirements set out in this Policy, a copy of the application may be referred to adjoining/nearby landowners, relevant government agencies and stakeholders for comment.

Where a sign adjoins a road managed by MRWA, unless on a building and in conformity with this Policy, it will be generally referred to MRWA for comment.

8.4 Assessing the Application

Applications will be assessed on a case by case basis subject to this Policy, LPS2, information provided by the applicant and any submissions received.

In granting development approval for the erection or display of an advertising sign, the approval may include conditions concerning matters such as the location, position, size, shape, colour, number of existing signs, degree of illumination and length of approval.

Should an application for a sign not comply with requirements of this Policy, the application may be referred to Council for consideration.

Where objections are received and the objections are not able to be adequately dealt with through conditions of approval, the application will be referred to Council for determination.

The Council may refuse a Development Application where the application is inconsistent with this Policy, LPS2, or based on information set out in any submissions received.

Related Policies	<i>LPP 2 Boddington Town Centre Design Guidelines</i> <i>LPP 16 Residential Development and Design</i> <i>LPP 19 Heritage Conservation</i>
Related Procedures and Documents	<i>Planning and Development (Local Planning Schemes) Regulations 2015</i>
Delegation Level	Chief Executive Officer, Principal Environmental Health Officer/Building Surveyor, Manager Works and Services
Adopted	Originally adopted 14 December 2010. Revised Policy granted final adoption on 16 July 2019.

Attachment A - Exempted Advertisements Schedule

LAND USE AND/OR DEVELOPMENT REQUIRING ADVERTISEMENT	EXEMPTED SIGN TYPE AND NUMBER (Includes the change of posters on poster signs and applies to non-illuminated signs unless otherwise stated).	MAXIMUM AREA OF EXEMPTED SIGN
Dwelling	One professional name-plate as appropriate.	0.2m ²
Home Occupation	One advertisement describing the nature of the home occupation.	0.2m ²
Places of Worship, Meeting Halls and Places of Public Assembly.	One advertisement detailing the function and/or the activities of the institution concerned.	0.2m ²
Shops, Showrooms and other uses appropriate to a Shopping Area.	All advertisements affixed to the building below the top of the awning or, in the absence of an awning, below a line measured at 5 metres from the ground floor level of the building subject to a compliance with the requirements of the Sign Hoarding and Bill Posting By-laws.	Not applicable
Industrial and Warehouse Premises	<p>A maximum of 4 advertisements applied to or affixed to the walls of the building but not including signs which project above the eaves or the ridge of the roof of the building, and excluding signs projecting from a building whether or not those signs are connected to a pole, wall or other building.</p> <p>A maximum of two free-standing advertisement signs not exceeding 5m in height above ground level.</p>	<p>Total area of any such advertisements shall not exceed 15m².</p> <p>Maximum permissible total area shall not exceed 10m² and individual advertisement signs shall not exceed 6m².</p>
Showroom, race courses, major racing tracks, sports stadia, major sporting grounds and complexes.	All signs provided that, in each case, the advertisement is not visible from outside the complex or facility concerned either from other private land or from public places and streets.	N/A

LAND USE AND/OR DEVELOPMENT REQUIRING ADVERTISEMENT	EXEMPTED SIGN TYPE AND NUMBER (Includes the change of posters on poster signs and applies to non-illuminated signs unless otherwise stated).	MAXIMUM AREA OF EXEMPTED SIGN
Public Places and Reserves	<p>a) Advertisement signs (illuminated and non-illuminated) relating to the functions of government a public authority or council of a municipality excluding those of a promotional nature constructed or exhibited by, or on behalf of any such body, and</p> <p>b) Advertisement signs (illuminated and non-illuminated) required for the management or control of traffic on any public road, car park, cycleway, railway or waterway where such advertisement has been constructed or exhibited by or at the direction of a Government department, public authority or the Council of a municipality, and</p>	<p>N/A</p> <p>N/A</p>
Advertisements within Buildings	All advertisements placed or displayed within buildings which cannot ordinarily be seen by a person outside of those buildings.	N/A
All classes of buildings other than single family dwellings.	One advertisement sign containing the name, number and address of the building, the purpose for which the building is used or the name and address of the managing agent thereof.	0.2m ²

9.1.2 Objection to Exploration Licence E 70/6487

File Reference:	3.0053
Applicant:	Shire of Boddington
Disclosure of Interest:	Nil
Author:	Executive Manager Development Services
Attachments:	9.1.2A Exploration Licence Application 9.1.2B Form 16 Objection 9.1.2C Legal Scope of Works (Confidential)

Summary

For Council to consider the Shire's objection to Giant Engineering and Construction Co. Pty Ltd exploration licence application, and to approve additional expenditure for legal expenses in the 2023/24 Budget.

Background

On 21 June 2023, the Shire received a letter from Giant Engineering and Construction Co. Pty Ltd along with a copy of a Form 21, Application for Mining Tenement (exploration licence). This is contained in Attachment 9.1.2A. The letter from Giant Engineering stated that the exploration area is wholly within the Shire of Collie, however, the map provided shows it is wholly contained within the Shire of Boddington, covering an area south of the Boddington Town site and predominately east of Bannister-Marradong Road and Pinjarra-William Roads. The area includes Williams Reserve, the nearby bauxite mining area, surrounding plantations and farmland.

The application states it is for subsurface exploration only, however, no information has been provided on what type of mineral is being explored, or if any infrastructure such as access tracks or any clearing of vegetation is required.

Comment

The Shire administration considered the application, and lodged an objection to the Wardens Court on the 19 July 2023 on the following grounds:

- a) The Shire of Boddington is developing mountain bike trails in the area of the subject application. Concept plans have been developed and construction has commenced for over 20km of trails, in accordance with the attached plan. This is a significant tourism project for the Shire, seeking to create a sustainable economy for the future. This application includes the specific areas the Shire is developing.
- b) The proposal impacts a significant area of mature Jarrah Forrest, which will have significant environmental impact.
- c) The proposal has negative impacts on matters of national significance including Black Cockatoos (Forest Red-tailed, Carnaby's and Baudins), Woylie, Chudditch, red-tailed Phascogale, Western Ringtail Possum, Quoka and Numbat.
- d) In addition to the impact on the specific project around mountain bike trails that is already underway, there is further impact on nature based tourism, with major walk trails both active and planned being expected to be impacted. With Boddington aiming towards greater economic diversity, tourism is being progressed as a key future economic driver.

- e) There are multiple social impacts including air quality – dust, noise, increased traffic and loss of amenity.

A mention hearing for the application to be heard before the Warden Court has been set for 10am on 6 October 2023. While there was no cost to lodge an objection, there will be legal fees if Council considers the matter to be significant enough to continue with a formal objection against the proposal.

Given the significance of this application, and potential implications for the mountain bike trails project, it is recommended the Shire obtain legal services to ensure all legal remedies are considered, and the Shire is adequately represented in the Wardens Court.

The Shire has obtained a proposed legal strategy and scope of works (refer to the confidential attachment 9.1.2C) from Summers Legal, which is a law firm with specific expertise in mining.

The proposed scope of works exceeds the allocation of \$10,000 for legal expenses in the 2023/24 Budget, which is required and utilised for various small items of legal advice throughout the year.

It is recommended that Council approve additional expenditure, up to \$16,000, so that the Shire can obtain legal services for the mention hearing and any subsequent negotiation and/or mediation. Should the matter proceed to a full hearing, a report is proposed to be brought back to Council to authorise the next steps.

Consultation

Nil

Strategic Implications

Aspiration	Prosperity
Outcome 11	An attractive destination for day trips and short stays visitors.
Objective 8.1	Responsibly develop and manage nature based experiences and trails.
Action 8.1.1	Develop mountain bike trails within the old dam site.

Legislative Implications

Mining Act 1978

Policy Implications

Nil

Financial Implications

The proposed scope of works provided exceeds the amount allocated for legal expenses in the annual budget.

Economic Implications

The mountain bike trails projects and broader nature based tourism is an important economic development opportunity for the Shire. It is acknowledged however that mining has significant economic impacts and is a significant contributor to the State economy.

Social Implications

Social impacts include air quality, dust noise, increased traffic and loss of amenity. The mountain bike trails project has significant social and health benefits which will be impacted.

Environmental Considerations

The proposal impacts the mature jarrah forest and local wildlife.

Risk Considerations

Risk Statement and Consequence	The Shire objection is dismissed and the exploration licence is approved, impacting the viability of the Williams Reserve Mountain Bike Trails project.
Risk Rating (prior to treatment or control)	High
Principal Risk Theme	Environmental, Project
Risk Action Plan (controls or treatment proposed)	Shire obtains legal services to ensure it maximises all possibilities of the objection being upheld.

Options

1. Do nothing and withdraw the objection.
2. Support the objection and obtain legal service to represent the Shire.
3. Support the objection, but do not obtain legal services to represent the Shire.

Voting Requirements

Absolute Majority

Officer Recommendation and Council Decision

COUNCIL RESOLUTION: 108/23

Moved: Cr C Erasmus

Seconded: Cr I Webster

That Council:

1. **Approve an amendment to the 2023/24 Budget, increasing the allocation to legal expenses by \$16,000.**
2. **Support proceeding with the first phase of the proposed Scope of Works as outlined in the confidential Attachment 9.1.2C, in relation to the objection against the Application for Exploration License E70/6487, submitted by Giant Engineering and Construction Company Pty Ltd.**

Carried: 7-0

For: Cr Ventris, Cr Smalberger, Cr Erasmus, Cr Lewis, Cr Ryley, Cr Schreiber, Cr Webster

Against: Nil

June 16, 2023

Giant Engineering and Construction Company Pty Ltd
12 Vernon St
Collie WA 6225

Shire of Boddington
Attn: CEO
39 Bannister Road,
Boddington WA 6390

Re: Exploration Licence application

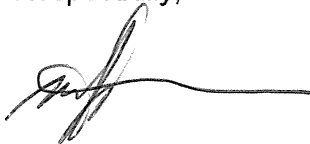
Dear Sir or Madam,

Please find attached a copy of a form 21 as lodged with the Dept of Mines, Industrial Regulation and Safety for an exploration licence wholly within the Shire of Collie.

I have also attached a map of our area of interest.

I am obliged per Mining Regulations 1981 Section 64(6) and Mining Act 1978 Section 33(1a) to provide you with this information via registered post.

Respectfully,

A handwritten signature in black ink, appearing to be 'Mac Nichols', with a long horizontal flourish extending to the right.

Giant Engineering and Construction Co. Pty Ltd
Mac Nichols
Director

Form 21

WESTERN AUSTRALIA

Mining Act 1978

(Secs. 41, 58, 70C, 74, 86, 91, Reg. 64)

APPLICATION FOR MINING TENEMENT

- (a) Type of tenement
(b) Time & Date marked out (where applicable)
(c) Mineral Field

(a) Exploration Licence

No. E 70/6487

(b) a.m./p.m. / /

(c) SOUTH WEST

For each applicant:

(d) Full Name and ACN/ABN

(e) Address

(f) No. of shares

(g) Total No. of shares

DESCRIPTION OF
GROUND APPLIED
FOR:

(For Exploration
Licences see Note 1. For
other Licences see Note
2. For all Licences see
Note 3.)

(d) and (e)

GIANT ENGINEERING AND CONSTRUCTION COMPANY PTY LTD (ACN: 108 833 834)
78/12 TANUNDA DR, RIVERVALE, WA, 6103

(f) Shares

100

(g) Total 100

(h) Marradong

(i)

(j)

This application affects Private Property.

Details of Private Property Affected: Subsurface Exploration license application only

(h) Locality

(i) Datum Peg

(j) Boundaries

(k) Area (ha or km²)

(k) 13 BL

(l) Signature of
applicant or
agent (if agent
state full name
and address)

(l) Mac Nichols

Date: 14/06/2023

OFFICIAL USE

A NOTICE OF OBJECTION may be lodged at any mining registrar's office on or before the 20th day of July 2023
(See Note 4).

Where an objection to this application is lodged the hearing will take place on a date to be set.

Received at	08:30:00	on	15 June 2023	with fees of
Application	\$1,660.00			
Rent	\$1,989.00			
TOTAL	\$3,649.00			
Receipt No:	34440506312			

*Mining Registrar***NOTES****Note 1: EXPLORATION LICENCE**

- (i) Attachments 1 and 2 form part of every application for an exploration licence and must be lodged with this form in lieu of (h), (i), (j) and (k) above.
- (ii) An application for an Exploration Licence shall be accompanied by a statement specifying method of exploration, details of the proposed work programme, estimated cost of exploration and technical and financial ability of the applicant(s).

Note 2: PROSPECTING/MISCELLANEOUS LICENCE AND MINING/GENERAL PURPOSE LEASE

- (i) This application form shall be accompanied by a map on which are clearly delineated the boundaries of the area applied for.

Note 3: GROUND AVAILABILITY

- (i) The onus is on the applicant to ensure that ground is available to be marked out and/or applied for.
- (ii) The following action should be taken to ascertain ground availability:
(a) public plan search; (b) register search; (c) ground inspection.

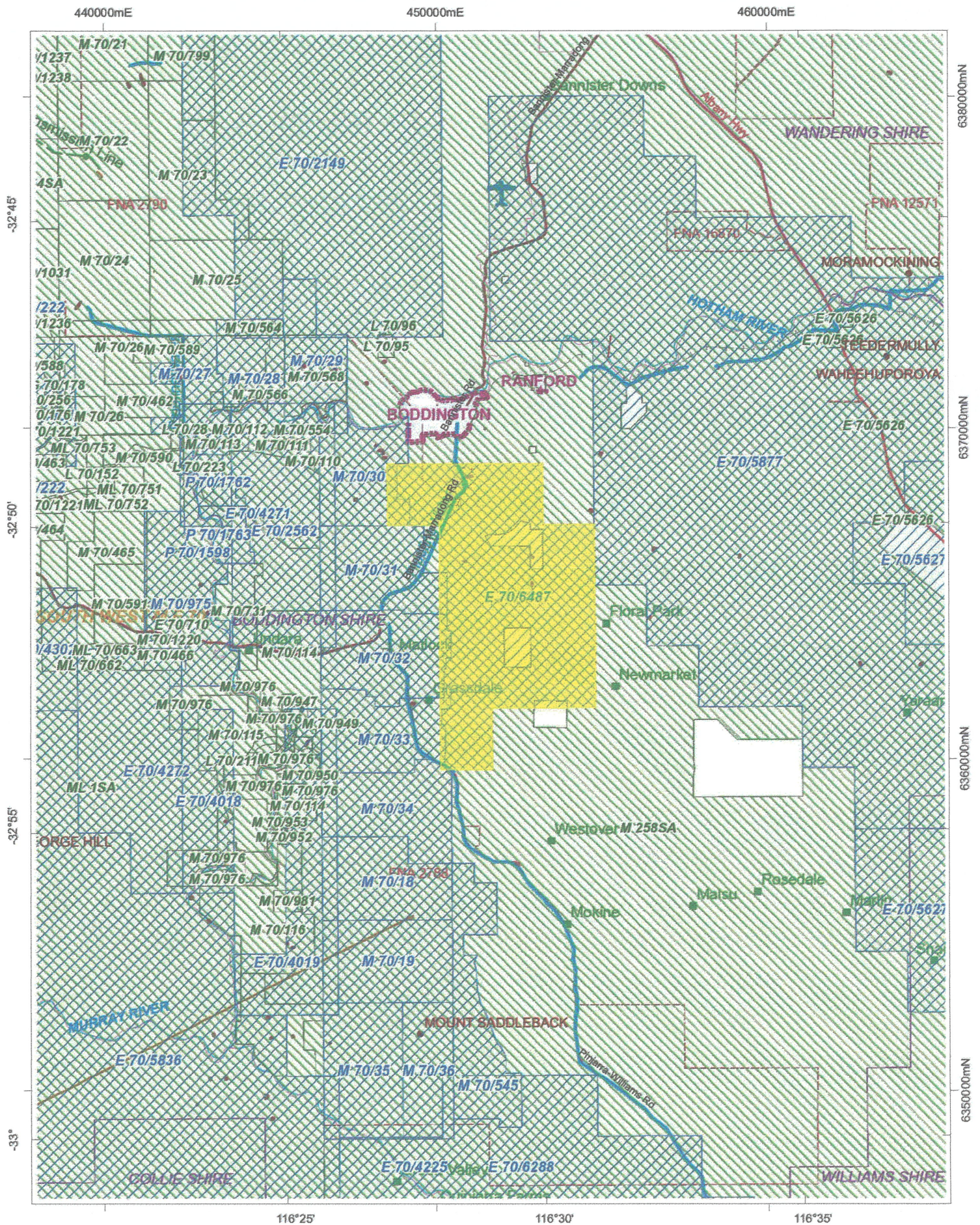
Note 4: ALL APPLICATIONS OVER PRIVATE LAND

The period for lodgement of an objection is within 21 days of service of this notice, or the date noted above for lodging objections, whichever is the longer period.

WESTERN AUSTRALIA Mining Act 1978 Sec. 58; Reg. 64			FORM 21 - ATTACHMENT 1		
EXPLORATION LICENCE NO. 70/6487					
THIS SECTION MUST BE COMPLETED IN FULL FOR ALL EXPLORATION LICENCE APPLICATIONS					
LOCALITY: Marradong					
BLOCK IDENTIFIER (All three sections must be completed)					
1:1,000,000 PLAN NAME		PRIMARY NUMBER		GRATICULAR SECTION	
ALBANY		678		xyz	
ALBANY		750		dejkopt	
ALBANY		751		afl	
TOTAL BLOCKS:				13	



- Pending Application
- Live Tenement
- Application over Live Tenement



This plan has been compiled from various data sources received from a number of agencies and with information supplied by applicants for mining tenements. No responsibility is accepted for any error or omission. The Commonwealth of Australia (c) 2002, through Geoscience Australia and the Department of Defence, maintains copyright over these parts of the topographic data it has provided for display in TENGGRAPH. Users wishing to use the data in its unaltered form should contact Geoscience Australia at www.ga.gov.au. Confirmation of the extent and composition of any Native Title Claims should be sought from the Native Title Service Landgate. Enclosed National Lease and Pre 1994 mining confined to Narmawonga Waparr and Narmawonga Kijuk Native Title determination boundary.

Scale: 1:144,448



Online Lodgement - Submission: 19/07/2023 11:58:43; Receipt: 19/07/2023 11:58:43

Form 16

WESTERN AUSTRALIA
Mining Act 1978
(s. 42, 59, 70D, 75, 97A and r. 120A, 146)

OBJECTION No. 681431

To: The Warden

(a) Mineral Field affected

(a) SOUTH WEST

The undersigned objects to

(b) Insert particulars of
the matter objected to
and mining tenement
application affected

(b) Tenement Application E 70/6487

for the following reasons -

(c) Set out grounds for
objection

(c) The Shire of Boddington is developing Mountain Bike Trails in the area of the subject application. Concept Plans have been developed and construction has commenced for over 20km of trails, in accordance with the attached Plan. This is a significant tourism project for the Shire, seeking to create a sustainable economy for the future. This application includes the specific areas the Shire is developing.

The proposal impacts a significant area of mature Jarrah Forest, which will have a significant environmental impact.

The proposal has negative impacts on Matters of National Environmental Significance species including Black Cockatoos (Forest Red-tailed, Carnaby's and Baudin's), Woylie, Chuditch, Red-tailed Phascogale, Western Ringtail Possum, Quokka, and Numbat.

In addition to the impact on the specific project around mountain bike trails that is already underway, there is further impact on nature based tourism, with major walk trails both active and planned being expected to be impacted. With Boddington aiming towards greater economic diversity, tourism is being progressed as a key future economic driver.

There are multiple social impacts including air quality - dust, noise, increased traffic and loss of amenity.

(d) Particulars of objector:

(d)

(i) Full name

(i) SHIRE OF BODDINGTON

(ii) Residential or business address

(ii) PO BOX 4, BODDINGTON, WA, 6390

(iii) Phone / Fax No

(iii) Office Phone: 0427386938

(iv) Reference

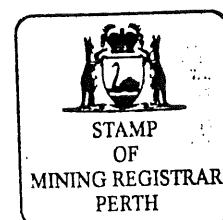
(iv)

(e) Signature of objector/ legal
practitioner/ authorised
representative (see Note 1
and 1A)

(e) Julie Burton DATED this 19 day of July 2023
Chief Executive Officer

(f) Address for service of
objector/agent/lawyer

(f) PO BOX 4, BODDINGTON, WA, 6390



OFFICIAL USE

THE MENTION HEARING FOR THE APPLICATION IS TO BE HEARD BEFORE

THE WARDEN at PERTH on FRI day the 6th day of OCTOBER
20 23 at 10 a.m./p.m. (See Note 2)

Received at 11:58:43 on 19 July 2023

Scott Montgomery

Mining Registrar



NOTES: 1. If this form is signed by a person who is an employee of the Objector, the person must state the person's full name and the position in which the person is employed.

1A. If this form is signed by an agent of an objector, the agent must state the agent's full name.

2. A "mention hearing" is an initial hearing where the warden may give directions to the parties, set a hearing date and/or adjourn to a further mention hearing. A party who does not wish to attend in person or by lawyer or agent on the nominated mention hearing date must make written application not less than 7 days before the hearing. Costs may be awarded against a party for non-attendance.

9.2 CHIEF EXECUTIVE OFFICER

9.2.1 Extraordinary Election

File Reference:	2.050
Applicant:	Nil
Disclosure of Interest:	Nil
Author:	Chief Executive Officer
Attachments:	9.2.1A Election Timetable Options

Summary

Council is requested to consider the options for the holding of an Extraordinary Election following the close of nominations on 7 September 2023, which resulted in 3 out of 4 vacancies still remaining.

Background

At the close of nominations for the 2023 Local Government Ordinary Elections, one nomination was received and the candidate was declared elected. As there were four vacancies, there is a requirement to hold an extraordinary election.

Local government elections must be conducted in accordance with the Local Government Act 1995 and associated regulations. Section 4.9(1)(b) of the Local Government Act 1995 requires Council to determine how it wishes to deal with the vacancy within one month of the date the vacancy was created. The extraordinary election needs to be held within 4 months after the vacancy occurs, unless otherwise approved by the Electoral Commissioner (s.4.9(2)).

In accordance with Section 4.20(1) of the Local Government Act 1995, the Chief Executive Officer is the returning officer for local government elections, unless and in accordance with Section 4.20(2), another person is appointed by the Council as being responsible for the election. Any other person, other than the Chief Executive Officer, is required to be approved by the Western Australian Electoral Commissioner.

The Council can decide, under Section 4.20(4) of the Local Government Act 1995, for the Western Australian Electoral Commissioner to be responsible for an election, which includes the appointment of a returning officer and other arrangements associated with that election. The Local Government Act 1995 stipulates that postal elections must only be conducted by the Western Australian Electoral Commission.

Comment

Council may determine that the Extraordinary Election is undertaken in one of two ways.

1. Postal Election

There are a number of benefits in conducting a postal election:

- It increases the voter turnout
- Having an external person appointed by the Electoral Commission as the returning officer creates separation and provides independence to the process
- It is easier for electors to vote

A postal election is significantly more expensive than an in-person election.

The Shire recently received correspondence from the Western Australian Electoral Commissioner in relation to the Shire of Boddington Extraordinary Election. Due to a

range of operational factors, the earliest date the WA Electoral Commission (WAEC) can conduct an extraordinary election for the Shire of Boddington is Friday 1 March 2024. The WAEC can also be engaged to conduct an extraordinary election on an alternative date after 1 March 2024.

The key dates the WAEC recommend to consider when setting an election date are the close of roll, and the receiving of nominations. With this in mind, and to avoid the long weekend in March, it is proposed that an ideal date for a postal election is 9 March 2024. The key dates for the election process would then be:

- Close of roll: 12 January 2024
- Nominations open: 18 January 2024
- Nominations close: 25 January 2024

2. In-person election

An in-person election can be undertaken on any date that Council wishes to set, providing that legislative timeframes can be complied with.

With specific regard to the Christmas and New Year holiday period, it is proposed that the most ideal date for an in person election is:

- Friday 25 February 2022
 - Close of roll: 29 December 2023
 - Nominations open: 4 January 2024
 - Nominations close: 11 January 2024

Should this not be considered appropriate, an alternative date is:

- Saturday, 20 January 2024
 - Close of roll: 24 November 2023
 - Nominations open: 30 November 2023
 - Nominations close: 7 December 2023

In-person elections utilise a greater amount of staffing time than postal elections, with a lower financial impact.

The key activities and associated dates for various election date options are outlined in Attachment 9.2.1A.

Due to the benefits of postal voting, and the increased complexities of the election due to the number of vacancies and the introduction of preferential voting, Council is requested to confirm the Electoral Commissioner as being responsible for conducting an election on Saturday 9 March 2024, and to endorse a postal voting method be undertaken for the election.

Consultation

Western Australian Electoral Commission

Strategic Implications

Nil

Legislative Implications

Local Government Act 1995

4.9. Election Day for Extraordinary Election

- 1) Any poll needed for an extraordinary election is to be held on a day decided on and fixed
 - a. by the mayor or president, in writing, if a day has not already been fixed under paragraph (b); or
 - b. by the council at a meeting held within one month after the vacancy occurs, if a day has not already been fixed under paragraph (a).
- 2) The Election Day fixed for an extraordinary election is to be a day that allows enough time for the electoral requirements to be complied with but, unless the Electoral Commissioner approves or section 4.10(b) applies, it cannot be later than 4 months after the vacancy occurs.

Policy Implications

Nil

Financial Implications

The cost to hold an election is estimated at \$17,500. The full cost is only incurred if the number of candidates exceeds vacancies, and an election is held. Costs for the ordinary council election process earlier in the financial year are estimated at \$3,500.

Economic Implications

Nil

Social Implications

Nil

Environmental Considerations

Nil

Risk Considerations

Risk Statement and Consequence	Failure to comply with statutory obligations in relation to election processes.
Risk Rating (prior to treatment or control)	Medium
Principal Risk Theme	Compliance, Reputational
Risk Action Plan (controls or treatment proposed)	Appointment of the Electoral Commissioner will ensure that the election is managed in accordance with statutory requirements.

Options

1. Amend the dates of the election, within legislative guidelines.
2. Determine to conduct the election via a postal vote, or in person.

Voting Requirements

Simple Majority

Officer Recommendation and Council Decision

COUNCIL RESOLUTION: 109/23

Moved: Cr I Webster

Seconded: Cr A Ryley

That Council:

- 1. Determine that the date for the Extraordinary Election is Saturday 9 March 2024.**
- 2. Declare, in accordance with section 4.20(4) of the Local Government Act 1995, the Electoral Commissioner to be responsible for the conduct of the Extraordinary Election.**
- 3. Determine, in accordance with section 4.61(2) of the Local Government Act 1995, the method of conducting the extraordinary election will be as a postal election.**
- 4. Note that any amendments to the 2023/24 Budget as a result of the costs of the extraordinary election, will be considered at Budget Review.**

Carried: 7-0

For: Cr Ventris, Cr Smalberger, Cr Erasmus, Cr Lewis, Cr Ryley, Cr Schreiber, Cr Webster

Against: Nil



Election Timetable

Local Government Elections

Election Date 20/01/2024

Days from Polling Day	Election Activities or Events	Relevant Act sections or Regulations	Day	Date
57	Close of Rolls – 5.00pm	LGA 4.39(1)	Fri	24/11/2023
51	Nominations Open First day for candidates to lodge completed nomination papers, in the prescribed form, with the Returning Officer. Nominations are open for 8 days.	LGA s4.49(a)	Thu	30/11/2023
44	Close of Nominations – 4.00pm	LGA 4.49(a)	Thu	7/12/2023
0	Election Day Close of poll – 6.00pm.	LGA s4.7 LGA s4.68(1)(e)	Sat	20/01/2024

Election Date 17/02/2024

Days from Polling Day	Election Activities or Events	Relevant Act sections or Regulations	Day	Date
57	Close of Rolls – 5.00pm	LGA 4.39(1)	Fri	22/12/2023
51	Nominations Open First day for candidates to lodge completed nomination papers, in the prescribed form, with the Returning Officer. Nominations are open for 8 days.	LGA s4.49(a)	Thu	28/12/2023
44	Close of Nominations – 4.00pm	LGA 4.49(a)	Thu	4/01/2024
0	Election Day Close of poll – 6.00pm.	LGA s4.7 LGA s4.68(1)(e)	Sat	17/02/2024

Election Date 24/02/2024

Days from Polling Day	Election Activities or Events	Relevant Act sections or Regulations	Day	Date
57	Close of Rolls – 5.00pm	LGA 4.39(1)	Fri	29/12/2023
51	Nominations Open First day for candidates to lodge completed nomination papers, in the prescribed form, with the Returning Officer. Nominations are open for 8 days.	LGA s4.49(a)	Thu	4/01/2024
44	Close of Nominations – 4.00pm	LGA 4.49(a)	Thu	11/01/2024
0	Election Day Close of poll – 6.00pm.	LGA s4.7 LGA s4.68(1)(e)	Sat	24/02/2024

Election Date 9/03/2024

Days from Polling Day	Election Activities or Events	Relevant Act sections or Regulations	Day	Date
57	Close of Rolls – 5.00pm	LGA 4.39(1)	Fri	12/01/2024
51	Nominations Open First day for candidates to lodge completed nomination papers, in the prescribed form, with the Returning Officer. Nominations are open for 8 days.	LGA s4.49(a)	Thu	18/01/2024
44	Close of Nominations – 4.00pm	LGA 4.49(a)	Thu	25/01/2024
0	Election Day Close of poll – 6.00pm.	LGA s4.7 LGA s4.68(1)(e)	Sat	9/03/2024

9.3 CORPORATE SERVICES

9.3.1 Payment Listing

File Reference: 3.0070
Applicant: Not Applicable
Disclosure of Interest: Nil
Author: Finance Administration Officer
Attachments: 9.3.1A List of Payments ending 31 August 2023

Summary

The list of payments for August 2023 is presented for noting by Council.

Background

Council has delegated the Chief Executive Officer the exercise of its power to make payments from the Shires municipal fund and the trust fund.

In exercising their authority, and in accordance with the Local Government (Financial Management) Regulation, it is a requirement to produce a list of payments made from Councils Municipal Fund and Trust Fund bank accounts to be presented to Council for the purposes of noting, in the following month.

Comment

The List of Payments have been made in accordance with Council's adopted budget, and statutory obligations.

Consultation

Nil

Strategic Implications

Aspiration	Performance
Outcome 12	Visionary Leadership and Responsible Governance
Objective 12.2	Responsibly manage the Shire's finances, human resources and assets

Legislative Implications

Local Government (Financial Management) Regulations 1996 - Reg 13

- (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.

Policy Implications

Nil

Financial Implications

As disclosed within the payment listing.

Economic Implications

Nil

Social Implications

Nil

Environmental Considerations

Nil

Risk Considerations

Risk Statement and Consequence	Failure to present a detailed listing of payments made from the Shire bank accounts in the prescribed form would result in non-compliance with the Local Government (Financial Management) Regulations 1996, which may result in a qualified audit.
Risk Rating (prior to treatment or control)	Minor (2)
Principal Risk Theme	Reputational / Compliance
Risk Action Plan (controls or treatment proposed)	Nil

Options

1. Council may choose to receive the list of payments reports as presented.
2. Council may choose not to receive the list of payment reports as presented.

Voting Requirements

Simple Majority

Officer Recommendation and Council Decision

COUNCIL RESOLUTION: 110/23

Moved: Cr A Ryley

Seconded: Cr C Erasmus

That Council receive the list of payments for the period ending 31 August 2023 as presented.

Carried: 7-0

For: Cr Ventris, Cr Smalberger, Cr Erasmus, Cr Lewis, Cr Ryley, Cr Schreiber, Cr Webster

Against: Nil

SHIRE OF BODDINGTON - LIST OF PAYMENTS - AUGUST 2023

Chq/EFT	Date	Name	Description	Amount
EFT25394	03/08/2023	BODDINGTON MEDICAL CENTRE	PRE-EMPLOYMENT MEDICAL	250.00
EFT25395	03/08/2023	OFFICEWORKS BUSINESS DIRECT	STATIONERY ITEMS	1,697.61
EFT25396	03/08/2023	BUNNINGS GROUP LIMITED	VARIOUS TOOLS	2,500.00
EFT25397	03/08/2023	AUSTRALIAN COMMUNICATIONS AND MEDIA AUTHORITY (ACMA)	ACMA LICENCE RENEWAL	45.00
EFT25398	03/08/2023	FORREST MEDICAL GROUP	VARIOUS PRE EMPLOYMENT MEDICALS	1,241.75
EFT25399	03/08/2023	BODDINGTON CARPET CARE	CLEANING SERVICES	300.00
EFT25400	03/08/2023	TEAM GLOBAL EXPRESS PTY LTD	COURIER CHARGES	177.93
EFT25401	03/08/2023	G FORCE PRINTING & DESIGN	BUSINESS CARDS - J WICKENS	137.50
EFT25402	03/08/2023	AMPAC DEBT RECOVERY (WA) PTY LTD	DEBT COLLECTION FEES FOR JULY 2023	645.66
EFT25403	03/08/2023	VOLT AIR PTY LTD	ELECTRICAL WORK AT THE SWIMMING POOL	7,575.00
EFT25404	03/08/2023	CITY OF BUSSELTON	ANNUAL CONTRIBUTION SHARED SYSTEMS ADMINISTRATOR	996.00
EFT25405	03/08/2023	CORSIGN WA	SIGNAGE	638.00
EFT25406	03/08/2023	WADE EDEK ANASTAZJEW	REFUND FOR RETURNED SWIPECARDS	228.00
EFT25407	03/08/2023	WHITNEY CONSULTING	CONSULTATION FEES	10,956.00
EFT25408	03/08/2023	RINGCENTRAL INC	MONTHLY TELEPHONE SUBSCRIPTION FEE	908.38
EFT25409	03/08/2023	SERVICES AUSTRALIA CHILD SUPPORT	PAYROLL DEDUCTIONS/CONTRIBUTIONS	267.54
EFT25410	03/08/2023	THALIA KAMBOURIS	REIMBURSEMENT FOR KITCHEN ITEMS	40.00
EFT25411	03/08/2023	INTERFIRE AGENCIES PTY LTD	PROTECTIVE WEAR	818.15
EFT25412	03/08/2023	QUOIN CONSULTING PTY LTD	SITE VISIT & REPORT - CHALK BROOK ROAD	2,172.50
EFT25413	03/08/2023	PYKE PLUMBING & GAS PTY LTD	PLUMBING WORK AT THE MEDICAL CENTRE	1,870.00
EFT25414	03/08/2023	ROBYN GARNER	REFUND FOR OVER PAYMENT OF CHILD CARE FEES	30.79
EFT25415	03/08/2023	NICOLE LOUISE BUSH	REFUND FOR OVER PAYMENT OF CHILD CARE FEES	4.80
EFT25416	03/08/2023	LOUIS JOHN CHAPMAN	REFUND FOR RETURNED TRAP	120.00
EFT25417	03/08/2023	WESTERN AUSTRALIAN LOCAL GOVERNMENT	STATE EMPLOYMENT LAW COURSE	638.00
EFT25418	03/08/2023	ROSS MATSEN	TV TOWER LEASE 2023/2024	1,936.00
EFT25419	11/08/2023	AUSTRALIA POST ACCOUNTS RECEIVABLE	POSTAGE FOR JULY 2023	179.01
EFT25420	11/08/2023	OFFICEWORKS BUSINESS DIRECT	STATIONERY ITEMS	396.70
EFT25421	11/08/2023	CROSSMAN HOT WATER & PLUMBING	PLUMBING WORK AT THE CARAVAN PARK	1,298.00
EFT25422	11/08/2023	BODDINGTON TYRE SERVICE	NEW TYRES BT000	1,073.00
EFT25423	11/08/2023	ABCO PRODUCTS PTY LTD	CLEANING PRODUCTS	2,641.10
EFT25424	11/08/2023	BODDINGTON HARDWARE AND NEWSAGENCY	HARDWARE ITEMS FOR JULY 2023	5,926.88
EFT25425	11/08/2023	KOMATSU AUSTRALIA PTY LTD	NEW KEYS FOR KOMATSU LOADER	119.06
EFT25426	11/08/2023	BODDINGTON MOTEL	ACCOMMODATION FOR APEX	390.00
EFT25427	11/08/2023	NEWMONT BODDINGTON GOLD	RENT FOR 25 FARMERS AVE	2,600.00
EFT25428	11/08/2023	APV VALUERS & ASSET MANAGEMENT	SHIRE OF BODDINGTON ASSET VALUATION	17,746.30
EFT25429	11/08/2023	BANNISTER EXCAVATIONS PTY LTD	HIRE OF EXCAVATOR AND PICK AT REFUSE SITE	20,608.50
EFT25430	11/08/2023	VOLT AIR PTY LTD	ELECTRICAL WORK AT MENS SHED - REPLACE POWER POLE	5,476.00
EFT25431	11/08/2023	ZIRCODATA PTY LTD	STORAGE FEES	96.72
EFT25432	11/08/2023	ACCESS LIFE	STRENGTH FOR LIFE COACH FEES JULY 2023	425.00
EFT25433	11/08/2023	WIFI INSTALLATIONS	WIFI MAINTENANCE FEE	179.95
EFT25434	11/08/2023	SURVEYING SOUTH	SURVEY FOR DRAINAGE WORKS	2,200.00
EFT25435	11/08/2023	COMMON GROUND TRAILS PTY LTD	BODDINGTON MTB TRAILS	4,230.84
EFT25436	11/08/2023	COUNCIL ON THE AGEING (WA) INC	SFL ANNUAL FEE 2023/2024	1,122.00
EFT25437	11/08/2023	J & M REID EARTHMOVING PTY LTD	HIRE OF WATER CART	826.00
EFT25438	11/08/2023	SERVICES AUSTRALIA CHILD SUPPORT	PAYROLL DEDUCTIONS/CONTRIBUTIONS	529.43
EFT25439	11/08/2023	SOS OFFICE EQUIPMENT	PHOTOCOPIER CHARGES	160.02
EFT25440	11/08/2023	GFG TEMPORARY ASSIST	PROJECT MANAGEMENT SERVICES	7,885.34
EFT25441	11/08/2023	REGIONAL EARLY EDUCATION & DEVELOPMENT	ELC STAFF LEAVE ENTITLEMENTS	3,153.30
EFT25442	11/08/2023	MANDURAH PSYCHOLOGICAL SERVICES	EAP SERVICE FEE	225.50
EFT25443	11/08/2023	PYKE PLUMBING & GAS PTY LTD	REPAIRS TO CROSSMAN STANDPIPE	3,399.77
EFT25444	11/08/2023	PERTH TRAFFIC TRAINING	TRAINING COURSE	845.00
EFT25445	11/08/2023	ALL WALKS OF LIFE BODDINGTON	CATERING SERVICES	440.00
EFT25446	11/08/2023	STEWART & HEATON PTY LTD	PROTECTIVE WEAR	111.54
EFT25447	11/08/2023	BODDINGTON SERVICE STATION	VEHICLE SERVICE BT010	403.00
EFT25448	11/08/2023	GREG DAY MOTORS	FUEL FOR JULY 2023	5,901.22
EFT25449	11/08/2023	WALGA	WALGA SUBSCRIPTIONS 2023/2024	34,047.61
EFT25450	11/08/2023	LOCAL HEALTH AUTHORITIES ANALYTICAL COMMITTEE	ANALYTICAL SERVICES 2023/2024	509.30
EFT25451	11/08/2023	MIRACLE RECREATION EQUIPMENT	INFANT SWING SEAT	225.83
EFT25452	11/08/2023	THOMPSON BUILDING INDUSTRIES	TREE PRUNING	220.00
EFT25453	11/08/2023	SOUTH WEST FIRE UNITS	SERVICE & REPAIRS TO CROSSMAN 4.4	20,658.57
EFT25454	11/08/2023	METRO COUNT	ROAD FIELD KIT	470.80
EFT25455	11/08/2023	SOILS AIN'T SOILS	SOFTFALL MULCH	1,947.00
EFT25456	11/08/2023	THE LOCK MAN SECURITY	REPLACEMENT LOCK FOR DEPOT WORKSHOP	377.65
EFT25457	16/08/2023	GLENN MICHAEL HARRIS	REFUND OF CROSSOVER REBATE	780.00
EFT25458	16/08/2023	PETER SEVERIN	REFUND OF CAT TRAP BOND	120.00
EFT25459	16/08/2023	LOUIS JOHN CHAPMAN	REFUND OF CAT TRAP BOND	120.00
EFT25460	16/08/2023	NICOLE RAMSAY	REFUND OF KEY AND CLEANING BOND	240.00
EFT25461	16/08/2023	SHIRE OF BODDINGTON	COMMISSION FOR JULY 2023	15.00
EFT25462	16/08/2023	DEPARTMENT OF MINES,INDUSTRY	BSL FOR JULY 2023	169.95
EFT25463	25/08/2023	INITIAL HYGIENE PTY LTD (RENTOKIL)	SANITARY BIN SERVICE FOR AUGUST 2023	548.62
EFT25464	25/08/2023	LOCAL GOVERNMENT PROFESSIONALS AUSTRALIA (WA)	COMMUNITY DEVELOPMENT CONFERENCE 2023	1,160.00
EFT25465	25/08/2023	OFFICEWORKS BUSINESS DIRECT	WHITE BOARD AND KEY SAFE	285.02
EFT25466	25/08/2023	WATERVALE INVESTMENTS PTY LTD	COMMUNITY GYM PROJECT	16,027.00
EFT25467	25/08/2023	IT VISION USER GROUP (INC)	MEMBERSHIP SUBSCRIPTION 2023/2024	770.00
EFT25468	25/08/2023	ABCO PRODUCTS PTY LTD	CLEANING PRODUCTS	179.26
EFT25469	25/08/2023	WREN OIL	WASTE DISPOSAL FEES	16.50
EFT25470	25/08/2023	EDGE PLANNING & PROPERTY	PLANNING SERVICES FOR JULY 2023	3,400.10
EFT25471	25/08/2023	MARKET CREATIONS PTY LTD	EMPLOYMENT MODULE	1,243.00
EFT25472	25/08/2023	CURTIS ELECTRICAL CONTRACTING	ELECTRICAL WORK IN COUNCIL KITCHEN	411.84
EFT25473	25/08/2023	BODDINGTON MOTEL	ACCOMMODATION FOR APEX	260.00
EFT25474	25/08/2023	STATE LIBRARY OF WESTERN AUSTRALIA	BETTER BEGINNINGS 2023/2024	77.00

SHIRE OF BODDINGTON - LIST OF PAYMENTS - AUGUST 2023

Chq/EFT	Date	Name	Description	Amount
EFT25475	25/08/2023	DORMAKABA AUSTRALIA PTY LTD	REPAIRS TO SLIDING DOORS AT THE MEDICAL CENTRE	392.12
EFT25476	25/08/2023	AMPAC DEBT RECOVERY (WA) PTY LTD	DEBT COLLECTION FEES FOR JULY 2023	3,049.14
EFT25477	25/08/2023	DMC CLEANING CORPORATION PTY LTD	CLEANING SERVICES FOR JULY 2023	4,131.73
EFT25478	25/08/2023	CREATIVE SPACES	BODDINGTON INTERPRETIVE CENTRE PROJECT	6,569.81
EFT25479	25/08/2023	VOLT AIR PTY LTD	REMOVAL AND INSTALLATION OF LIGHT POLES	18,509.00
EFT25480	25/08/2023	IRIS CONSULTING GROUP PTY LTD	RECORDS DISPOSAL COURSE JADE COBBOLD	539.00
EFT25481	25/08/2023	HARTAC SIGNS AND SAFETY SOLUTIONS	GUIDE POSTS	1,375.00
EFT25482	25/08/2023	BODDINGTON MINI SKIPS	TOWN BIN COLLECTION & CLEANING FOR JULY 2023	2,550.00
EFT25483	25/08/2023	CORSIGN WA	SIGNAGE	1,237.72
EFT25484	25/08/2023	DARREN LONG CONSULTING	BAS PREPARATION JUNE 2023	500.50
EFT25485	25/08/2023	NEWGROUND WATER SERVICES	2 X 27500 LITRE BORE TANKS	14,850.00
EFT25486	25/08/2023	RINGCENTRAL INC	MONTHLY TELEPHONE SUBSCRIPTION FEE	908.38
EFT25487	25/08/2023	PROMPT SAFETY SOLUTIONS	TRAFFIC PLANNING FOR THE REFUSE SITE	1,100.00
EFT25488	25/08/2023	J & M REID EARTHMOVING PTY LTD	MACHINE HIRE	2,288.00
EFT25489	25/08/2023	BODDINGTON POST OFFICE & STORE	STATIONERY ITEMS FOR JULY 2023	293.44
EFT25490	25/08/2023	BODDINGTON SUPERMARKET PTY LTD	SHIRE PURCHASES FOR JULY 2023	1,352.86
EFT25491	25/08/2023	SERVICES AUSTRALIA CHILD SUPPORT	PAYROLL DEDUCTIONS/CONTRIBUTIONS	254.36
EFT25492	25/08/2023	GLEN FLOOD GROUP PTY LTD	PROJECT MANAGEMENT SERVICES	9,315.90
EFT25493	25/08/2023	INTERFIRE AGENCIES PTY LTD	PROTECTIVE WEAR	191.18
EFT25494	25/08/2023	CALL ASSOCIATES PTY LTD	AFTER HOURS CALL SERVICE FOR JULY 2023	319.55
EFT25495	25/08/2023	ASSEMBLE GROUP PTY LTD	RANGER VEHICLE POD	29,997.00
EFT25496	25/08/2023	REGIONAL EARLY EDUCATION & DEVELOPMENT	STAFF FOR THE ELC	13,733.09
EFT25497	25/08/2023	GREAT WESTERN SERVICES	RENOVATIONS IN COUNCIL KITCHEN	2,717.00
EFT25498	25/08/2023	PYKE PLUMBING & GAS PTY LTD	TESTING ON 5 BACKFLOW PREVENTION DEVICES	935.00
EFT25499	25/08/2023	ALL WALKS OF LIFE BODDINGTON	CATERING SERVICES	396.00
EFT25500	25/08/2023	KEVIN PETCH	REIMBURSEMENT FOR FUEL CAP	36.99
EFT25501	25/08/2023	AVON WASTE	RUBBISH SERVICES FOR JULY 2023	13,728.65
EFT25502	25/08/2023	BODDINGTON ARTS COUNCIL	SPONSORSHIP ART AWARD ACQUISITION PRIZE	1,000.00
EFT25503	25/08/2023	IT VISION	PLANNING & ENVIRONMENTAL HEALTH MODULES	19,987.28
EFT25504	25/08/2023	SHIRE OF BODDINGTON	REFUND OF BOND FOR TERRY BOUCAUT	600.00
EFT25505	25/08/2023	WESTRAC EQUIPMENT WA PTY LTD	REPAIRS TO CAT GRADER	286.12
EFT25506	25/08/2023	BODDINGTON SES	REIMBURSEMENT FOR THE SES	300.90
EFT25507	25/08/2023	THE LOCK MAN SECURITY	REPLACEMENT LOCK AT THE MEDICAL CENTRE	250.00
EFT25508	31/08/2023	NICHOLAS JAMES CLEMENTS	COMMUNITY GYM PROJECT	4,400.00
EFT25509	31/08/2023	SAPPHIRE CONVEYANCING	DEPOSIT FOR 19 EUCALYPT ST BODDINGTON	5,000.00
DD15737.2	06/08/2023	ORIGIN ENERGY RETAIL LIMITED	ANNUAL FEE - MEDICAL CENTRE	80.00
DD15789.1	01/08/2023	WESTNET	INTERNET CHARGES - MEDICAL CENTRE	39.95
DD15789.2	01/08/2023	DEPARTMENT OF TRANSPORT	DEPT OF TRANSPORT AGENCY	1,443.05
DD15789.3	01/08/2023	SYNERGY	ELECTRICITY CHARGES - CENTRAL PARK	71.10
DD15790.1	02/08/2023	DEPARTMENT OF TRANSPORT	DEPT OF TRANSPORT AGENCY	1,682.70
DD15790.2	02/08/2023	SYNERGY	ELECTRICITY CHARGES - VARIOUS SHIRE PROPERTIES	1,185.70
DD15794.1	03/08/2023	DEPARTMENT OF TRANSPORT	DEPT OF TRANSPORT AGENCY	1,079.50
DD15794.2	03/08/2023	SYNERGY	ELECTRICITY CHARGES - VARIOUS SHIRE PROPERTIES	1,319.62
DD15794.3	03/08/2023	NATIONAL AUSTRALIA BANK	TRANSACT FEE	15.00
DD15799.1	04/08/2023	WESTNET	INTERNET CHARGES - POOL	59.95
DD15799.2	04/08/2023	DEPARTMENT OF TRANSPORT	DEPT OF TRANSPORT AGENCY	5,944.95
DD15799.3	04/08/2023	SYNERGY	ELECTRICITY CHARGES - VARIOUS SHIRE PROPERTIES	449.02
DD15800.1	07/08/2023	DEPARTMENT OF TRANSPORT	DEPT OF TRANSPORT AGENCY	785.20
DD15800.2	07/08/2023	SYNERGY	ELECTRICITY CHARGES - VARIOUS SHIRE PROPERTIES	5,095.87
DD15800.3	07/08/2023	TELSTRA LIMITED	MOBILE PHONE CHARGES - SHIRE	1,065.04
DD15804.1	09/08/2023	NATIONAL AUSTRALIA BANK	NAB CONNECT FEE	59.73
DD15804.2	09/08/2023	DEPARTMENT OF TRANSPORT	DEPT OF TRANSPORT AGENCY	705.15
DD15804.3	09/08/2023	SYNERGY	ELECTRICITY CHARGES - VARIOUS SHIRE PROPERTIES	147.03
DD15805.1	08/08/2023	PRECISION ADMINISTRATION SERVICES PTY	SUPERANNUATION CONTRIBUTIONS	15,202.96
DD15805.2	08/08/2023	DEPARTMENT OF TRANSPORT	DEPT OF TRANSPORT AGENCY	3,656.90
DD15805.3	08/08/2023	SYNERGY	ELECTRICITY CHARGES - VARIOUS SHIRE PROPERTIES	1,486.26
DD15813.1	10/08/2023	DEPARTMENT OF TRANSPORT	DEPT OF TRANSPORT AGENCY	3,221.00
DD15817.1	11/08/2023	DEPARTMENT OF TRANSPORT	DEPT OF TRANSPORT AGENCY	721.30
DD15826.1	14/08/2023	DEPARTMENT OF TRANSPORT	DEPT OF TRANSPORT AGENCY	375.30
DD15827.1	15/08/2023	DEPARTMENT OF TRANSPORT	DEPT OF TRANSPORT AGENCY	541.20
DD15828.1	16/08/2023	DEPARTMENT OF TRANSPORT	DEPT OF TRANSPORT AGENCY	6,103.30
DD15829.1	17/08/2023	DEPARTMENT OF TRANSPORT	DEPT OF TRANSPORT AGENCY	1,082.00
DD15829.2	17/08/2023	SYNERGY	ELECTRICITY CHARGES - SWIMMING POOL	176.30
DD15829.3	17/08/2023	TELSTRA LIMITED	PHONE CHARGES - SES LANDLINES	195.15
DD15835.1	18/08/2023	DEPARTMENT OF TRANSPORT	DEPT OF TRANSPORT AGENCY	731.70
DD15839.1	21/08/2023	BUSINESS FUEL CARDS (FLEET CARD)	FIRE BRIGADE FLEET CARDS	21.90
DD15839.2	21/08/2023	DEPARTMENT OF TRANSPORT	DEPT OF TRANSPORT AGENCY	1,442.75
DD15839.3	21/08/2023	BOC GASES BOC ACCOUNT PROCESSING	GAS CONTAINER FEES	19.60
DD15840.1	23/08/2023	DEPARTMENT OF TRANSPORT	DEPT OF TRANSPORT AGENCY	154.30
DD15840.2	23/08/2023	SYNERGY	ELECTRICITY CHARGES - QUINDANNING FIRE SHED	393.34
DD15841.1	22/08/2023	PRECISION ADMINISTRATION SERVICES PTY	SUPERANNUATION CONTRIBUTIONS	15,733.07
DD15841.2	22/08/2023	DEPARTMENT OF TRANSPORT	DEPT OF TRANSPORT AGENCY	869.05
DD15841.3	22/08/2023	SYNERGY	ELECTRICITY CHARGES - STREET LIGHTS	3,461.72
DD15849.1	24/08/2023	NATIONAL AUSTRALIA BANK	NAB CONNECT FEE	71.73
DD15849.2	24/08/2023	DEPARTMENT OF TRANSPORT	DEPT OF TRANSPORT AGENCY	1,342.65
DD15849.3	24/08/2023	TELSTRA LIMITED	PHONE & INTERNET CHARGES - VARIOUS SHIRE PROPERTIES	695.00
DD15853.1	28/08/2023	DEPARTMENT OF TRANSPORT	DEPT OF TRANSPORT AGENCY	1,374.30
DD15854.1	25/08/2023	EASIFLEET MANAGEMENT	LEASE PAYMENT - CEO 1HIZ195 & EMDS 1GVR651	3,960.44
DD15854.2	25/08/2023	DEPARTMENT OF TRANSPORT	DEPT OF TRANSPORT AGENCY	3,530.25
DD15858.1	30/08/2023	DEPARTMENT OF TRANSPORT	DEPT OF TRANSPORT AGENCY	1,768.70
DD15859.1	29/08/2023	DEPARTMENT OF TRANSPORT	DEPT OF TRANSPORT AGENCY	1,150.55
DD15862.1	31/08/2023	WATER CORPORATION	TRADE WASTE WATER - VARIOUS SHIRE PROPERTIES	738.48
DD15862.2	31/08/2023	NATIONAL AUSTRALIA BANK	NAB MERCHANT FEES	548.38
DD15862.3	31/08/2023	DEPARTMENT OF TRANSPORT	DEPT OF TRANSPORT AGENCY	4,434.20

SHIRE OF BODDINGTON - LIST OF PAYMENTS - AUGUST 2023

Chq/EFT	Date	Name	Description	Amount
DD15838.1	02/08/2023	NAB BUSINESS VISA	CREDIT CARD PURCHASES	9,162.79
DD15850.1	02/08/2023	NAB BUSINESS VISA	CREDIT CARD PURCHASES - BUNNINGS	1,609.69
				<u>481,364.38</u>
		JEFF ATKINS		
24/07/2023		DEPARTMENT OF TRANSPORT	LICENCE RENEWAL BT10224 - SIGN TRAILER	25.30
24/07/2023		DEPARTMENT OF TRANSPORT	LICENCE RENEWAL - 1TX144	25.30
28/07/2023		KMART	TOILET ROLL HOLDERS	81.00
28/07/2023		KMART	MANCHESTER FOR THE OLD POLICE STATION	441.00
28/07/2023		TARGET	ITEMS FOR THE OLD POLICE STATION	266.00
28/07/2023		KMART	BEDDING FOR THE OLD POLICE STATION	220.00
		JAMES WICKENS		
25/07/2023		JHARVEY NORMAN	GALAXY 22 SCREEN PROTECTOR	37.90
27/07/2023		ASIC	SEARCH FEE - ARGIL P/L MITCHELL CRESCENT RANFORD	10.00
		SAM KEMPTON		
07/07/2023		LOCAL GOVERNMENT PROFESSIONALS	AFFILIATE FEES - SAM KEMPTON	185.00
10/07/2023		KMART	ITEMS FOR THE YOUTH CENTRE	69.15
13/07/2023		NETFLIX	SUBSCRIPTION FOR THE YOUTH CENTRE	16.99
27/07/2023		IPAA	WRITING WITH STYLE COURSE - LOREN BRYANT	710.60
		CARA RYAN		
03/07/2023		DEPARTMENT OF TRANSPORT	LICENCE RENEWAL BT031	25.50
03/07/2023		DWER	ANNUAL LICENSE FEE - REFUSE SITE	1,042.80
03/07/2023		DEPARTMENT OF TRANSPORT	LICENCE RENEWAL BT031	-25.50
06/07/2023		SHIRE OF WANDERING	ACCOMMODATION - A BUTCHER RURAL INFRASTRUCTURE	143.00
07/07/2023		MITRE 10	RECTANGULAR MIRROR	319.00
10/07/2023		SPOT	LOCATION DEVICE & REGISTRATION FEE	278.54
12/07/2023		SPOT	LOCATION DEVICE & REGISTRATION FEE	278.54
12/07/2023		DEPARTMENT OF COMMUNITIES	TEMPORARY WAIVER FEE	124.00
12/07/2023		SHIRE OF WANDERING	FUEL BT04	111.80
14/07/2023		SPOT	LOCATION DEVICE & REGISTRATION FEE	653.22
14/07/2023		ADOBE	ADOBE LICENSE - JAMES WICKENS	171.93
24/07/2023		COLES	GIFT CARDS FOR THE ELC STAFF	150.00
		JULIE BURTON		
29/06/2023		BUNNINGS	ASSORTED TOOLS	1,609.69
29/06/2023		BROSA	OUTDOOR DINING TABLE FOR OUTDOOR STAFF AREA	368.99
03/07/2023		MAILCHIMP	NEWSLETTER SOFTWARE	43.18
03/07/2023		FACEBOOK	ADVERTISING REFUSE SITE ATTENDANT	75.84
03/07/2023		BUNNINGS	TIMBER FOR HOTHAM PARK INFANT PLAYGROUND	104.72
05/07/2023		DROPBOX	LARGE FILE TRANSFER SERVICE	18.69
05/07/2023		EXETEL	INTERNET PLAN	975.00
05/07/2023		LOCAL GOVERNMENT PROFESSIONALS	2023/2024 MEMBERSHIP SUBSCRIPTION - JULIE BURTON	531.00
06/07/2023		TRYBOOKINGS LGIS	LGIS FORUM - JULIE BURTON	276.00
10/07/2023		BUNNINGS	CLEANING PRODUCTS	264.01
10/07/2023		QUEST HOTEL	ACCOMMODATION STAFF TRAINING - JEZ DOUGLAS	215.10
21/07/2023		MONDAY.COM	MONTHLY SUBSCRIPTION FEE	270.00
24/07/2023		DEPARTMENT OF JUSTICE	ONLINE REGISTRATION FOR AUTHORITY FOR A DOG PROSECUTION	166.30
28/07/2023		TRIBE PERTH	ACCOMMODATION STAFF TRAINING - CLAY SMITH	407.43
28/07/2023		NAB CARD FEE	FEE	45.00
28/07/2023		NAB INTERNATIONAL TRANSACTION FEES	FEE	40.46
		PAYROLL PAYMENTS		
		NAB	NET PAYROLL F/N ENDING 06/08/2023	74,187.36
		NAB	NET PAYROLL F/N ENDING 20/08/2023	76,445.28
		TOTAL MUNI		<u>631,997.02</u>
		TOTAL TRUST & MUNI		<u>631,997.02</u>

9.3.2 Monthly Financial Report

File Reference:	3.0056
Applicant:	Not Applicable
Disclosure of Interest:	Nil
Author:	Executive Manager Corporate Services
Attachments:	9.3.2A Monthly Financial Report July 2023 9.3.2B Monthly Financial Report August 2023

Summary

The Monthly Financial Report for July 2023 and August 2023 are presented for Councils consideration.

Background

In accordance with the Local Government Act 1995, a statement of financial activity must be presented at an Ordinary Meeting of Council. This is required to be presented within two months, after the end of the month, to which the statement relates.

The statement of financial activity is to report on the revenue and expenditure as set out in the annual budget for the month, including explanations of any variances. Regulation 34, from the Local Government (Financial Management) Regulations 1996 sets out the detail that is required to be included in the reports.

Comment

The attached monthly financial statements and supporting information have been compiled to meet compliance with the Local Government Act 1995 and associated Regulations.

Consultation

Nil

Strategic Implications

Aspiration	Performance
Outcome 12	Visionary Leadership and Responsible Governance
Objective 12.2	Responsibly manage the Shire's finances, human resources and assets

Legislative Implications

Local Government Act 1995

Section 6.4 Specifies that a local government is to prepare such other financial reports as are prescribed.

Local Government (Financial Management) Regulations 1996

Regulation 34 states:

- (1) A local government is to prepare each month a statement of financial activity reporting on the sources and applications of funds, as set out in the annual budget under regulation 22(1)(d) for that month in the following detail:
 - (a) annual budget estimates, taking into account any expenditure incurred for an additional purpose under section 6.8(1)(b) or (c);
 - (b) budget estimates to the end of month to which the statement relates;
 - (c) actual amounts of expenditure, revenue and income to the end of the month to

- which the statement relates;
- (d) material variances between the comparable amounts referred to in paragraphs (b) and (c);
- (e) the net current assets at the end of the month to which the statement relates.

Sub regulations 2, 3, 4, 5, and 6 prescribe further details of information to be included in the monthly statement of financial activity.

Policy Implications

Nil

Financial Implications

As disclosed in the financial statements.

Economic Implications

Timely submission of detailed monthly financial reports allows Council to monitor the financial performance of the Shire and review any adverse financial trends that may impact on the Shire's financial sustainability.

Social Implications

Nil

Environmental Considerations

Nil

Risk Considerations

Risk Statement and Consequence	Failure to monitor the Shire's ongoing financial performance would increase the risk of a negative impact on the Shire's financial position. As the monthly report is a legislative requirement, non-compliance may result in a qualified audit.
Risk Rating (prior to treatment or control)	Minor
Principal Risk Theme	Reputational / Legislative
Risk Action Plan (controls or treatment proposed)	Nil

Options

1. Council may choose to receive the monthly financial reports as presented.
2. Council may choose not to receive the monthly financial reports as presented.

Voting Requirements

Simple Majority

Officer Recommendation and Council Decision

COUNCIL RESOLUTION: 111/23

Moved: Cr C Erasmus

Seconded: Cr E Schreiber

That Council receive the financial statements as presented, for the period ending 31 July 2023 and 31 August 2023.

Carried: 7-0

For: Cr Ventris, Cr Smalberger, Cr Erasmus, Cr Lewis, Cr Ryley, Cr Schreiber, Cr Webster

Against: Nil



MONTHLY FINANCIAL REPORT
(Containing the Statement of Financial Activity)

For the Period Ended 31 July 2023

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

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

	Note	Adopted Budget Estimates (a) \$	YTD Budget Estimates (b) \$	YTD Actual (c) \$	Variance* \$ (c)-(b) \$	Variance* % (c)-(b)/(b) %	Var.
OPERATING ACTIVITIES							
Revenue from operating activities							
Rates	6	6,538,742	1,833	0	(1,833)	(100%)	
Grants, subsidies and contributions	10	339,835	25,572	22,948	(2,624)	(10%)	
Fees and charges		1,199,971	77,772	72,081	(5,691)	(7%)	
Interest revenue		211,977	11,250	7,691	(3,559)	(32%)	
Other revenue		103,450	8,756	7,606	(1,150)	(13%)	
Profit on disposal of assets	8	65,582	0	0	0	0%	
		8,459,557	125,183	110,326	(14,857)		
Expenditure from operating activities							
Employee costs		(3,253,044)	(307,123)	(292,181)	14,942	5%	
Materials and contracts		(3,133,536)	(359,270)	(334,429)	24,841	7%	
Utility charges		(341,558)	(28,914)	(35,684)	(6,770)	(23%)	
Depreciation		(2,706,950)	(225,579)	0	225,579	100%	▲
Finance Costs		(54,968)	0	0	0	0%	
Insurance		(226,419)	(114,783)	(115,030)	(247)	(0%)	
Other expenditure		(25,850)	(2,155)	(6,889)	(4,734)	(220%)	
Loss on disposal of assets	8	0	0	0	0	0%	
		(9,742,325)	(1,037,824)	(784,213)	253,611		
Non-cash amounts excluded from operating activities	2(b)	2,641,368	225,579	(0)	(225,579)	(100%)	▼
Amount attributable to operating activities		1,358,600	(687,062)	(673,887)	13,175		
INVESTING ACTIVITIES							
Inflows from investing activities							
Proceeds from capital grants, subsidies and contributions	10	3,876,677	0	0	0	0%	
Proceeds from disposal of assets	8	189,000	0	0	0	0%	
		4,065,677	0	0	0		
Outflows from investing activities							
Payments for property, plant and equipment	8	(1,594,009)	(13,000)	(13,157)	(157)	(1%)	
Payments for construction of infrastructure	8	(5,435,531)	(18,000)	(17,954)	46	0%	
		(7,029,540)	(31,000)	(31,111)	(111)		
Amount attributable to investing activities		(2,963,863)	(31,000)	(31,111)	(111)		
FINANCING ACTIVITIES							
Inflows from financing activities							
Transfer from reserves	4	425,555	0	0	0	0%	
		425,555	0	0	0		
Outflows from investing activities							
Repayment of borrowings	9	(369,416)	0	0	0	0%	
Transfer to reserves	4	(834,536)	0	0	0	0%	
		(1,203,952)	0	0	0		
Amount attributable to financing activities		(778,397)	0	0	0		
MOVEMENT IN SURPLUS OR DEFICIT							
Surplus of deficit at the start of the financial year	2(a)	2,383,660	2,383,660	2,383,660	0	0%	
Amount attributable to operating activities		1,358,600	(687,062)	(673,887)			
Amount attributable to investing activities		(2,963,863)	(31,000)	(31,111)			
Amount attributable to financing activities		(778,397)	0	0			
Surplus or deficit after imposition of general rates		0	1,665,598	1,678,662			

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 BODDINGTON
STATEMENT OF FINANCIAL POSITION
FOR THE PERIOD ENDED 31 JULY 2023

	30 June 2023	31 July 2023
	\$	\$
CURRENT ASSETS		
Cash and cash equivalents	8,009,668	7,175,281
Trade and other receivables	636,727	544,323
Other assets	7,883	7,883
TOTAL CURRENT ASSETS	8,654,278	7,727,487
NON-CURRENT ASSETS		
Trade and other receivables	23,375	23,375
Other financial assets	42,743	42,743
Property, plant and equipment	30,063,851	30,112,492
Infrastructure	61,433,775	61,416,245
TOTAL NON-CURRENT ASSETS	91,563,744	91,594,855
TOTAL ASSETS	100,218,022	99,322,342
CURRENT LIABILITIES		
Trade and other payables	788,077	566,281
Other liabilities	3,237,011	3,237,011
Borrowings	369,416	369,416
Employee related provisions	203,240	203,240
TOTAL CURRENT LIABILITIES	4,597,744	4,375,948
NON-CURRENT LIABILITIES		
Other liabilities	300,000	300,000
Borrowings	1,386,659	1,386,659
Employee related provisions	65,440	65,440
TOTAL NON-CURRENT LIABILITIES	1,752,099	1,752,099
TOTAL LIABILITIES	6,349,843	6,128,047
NET ASSETS	93,868,179	93,194,295
EQUITY		
Retained surplus	33,998,781	33,324,896
Reserve accounts	2,041,385	2,041,385
Revaluation surplus	57,828,013	57,828,013
TOTAL EQUITY	93,868,179	93,194,294

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

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

1 BASIS OF PREPARATION AND SIGNIFICANT ACCOUNTING POLICIES

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 City 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 City 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.

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 POLICES

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 15 September 2023

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

2 STATEMENT OF FINANCIAL ACTIVITY INFORMATION

	Note	Adopted Budget Opening 30 June 2023	Last Year Closing 30 June 2023	Year to Date 31 July 2023
(a) Net current assets used in the Statement of Financial Activity				
Current assets				
Cash and cash equivalents	4	8,009,668	8,009,668	7,175,281
Rates receivables	5	300,227	299,857	272,848
Receivables	5	336,500	324,842	271,475
Inventories		0	0	0
Other current assets		7,883	7,883	7,883
Less: Current liabilities				
Payables	7	(789,786)	(787,588)	(567,189)
Borrowings	9	(369,416)	(369,416)	(369,416)
Capital grant/contribution liability	10	(3,236,207)	(3,237,011)	(3,237,011)
Provisions		(203,240)	(203,240)	(203,240)
Less: Total adjustments to net current assets	2(c)	(1,671,969)	(1,671,969)	(1,671,969)
Closing funding surplus / (deficit)		2,383,660	2,373,025	1,678,662

(b) Non-cash items 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.

	Notes	Adopted Budget \$	YTD Budget (a) \$	YTD Actual (b) \$
Non-cash items excluded from operating activities				
Adjustments to operating activities				
Less: Profit on asset disposals	8	(65,582)	0	0
Less: Fair value adjustments to financial assets at amortised cost		0	0	(0)
Add: Depreciation on assets		2,706,950	225,579	0
Total non-cash items excluded from operating activities		2,641,368	225,579	(0)

(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
Adjustments to net current assets				
Less: Reserves - restricted cash	4	(2,041,385)	(2,041,385)	(2,041,385)
Add: Borrowings	9	369,416	369,416	369,416
Add: Provisions - employee		0	0	0
Total adjustments to net current assets		(1,671,969)	(1,671,969)	(1,671,969)

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 BODDINGTON
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 10.00% whichever is the greater.

	Var. \$	Var. %	Explanation of Variances
	\$	%	
Revenue from operating activities			
Rates	(1,833)	(100%)	
Grants, subsidies and contributions	(2,624)	(10%)	
Fees and charges	(5,691)	(7%)	
Interest revenue	(3,559)	(32%)	
Other revenue	(1,150)	(13%)	
Profit on disposal of assets	0	0%	
Expenditure from operating activities			
Employee costs	14,942	5%	
Materials and contracts	24,841	7%	
Utility charges	(6,770)	(23%)	
Depreciation	225,579	100%	▲ Timing Variance - to commence once 22/23 audit complete
Finance Costs	0	0%	
Insurance	(247)	(0%)	
Other expenditure	(4,734)	(220%)	
Loss on disposal of assets	0	0%	
Non-cash amounts excluded from operating activities.	(225,579)	(100%)	▼ Timing Variance - depreciation (see above)
Inflows from investing activities			
Proceeds from capital grants, subsidies and contributions	0	0%	
Proceeds from disposal of assets	0	0%	
Proceeds from financial assets at amortised cost - self supporting loans	0	0%	
Outflows from investing activities			
Payments for financial assets at amortised cost - self supporting loans	0	0%	
Payments for property, plant and equipment	(157)	(1%)	
Payments for construction of infrastructure			
Inflows from financing activities			
Proceeds from new debentures	0	0%	
Transfer to reserves	0	0%	
Outflows from financing activities			
Payments for principal portion of lease liabilities	0	0%	
Repayment of borrowings	0	0%	
Transfer to reserves	0	0%	
Surplus of deficit at the start of the financial year	0	0%	

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

4 CASH AND FINANCIAL ASSETS

CASH AND INVESTMENTS

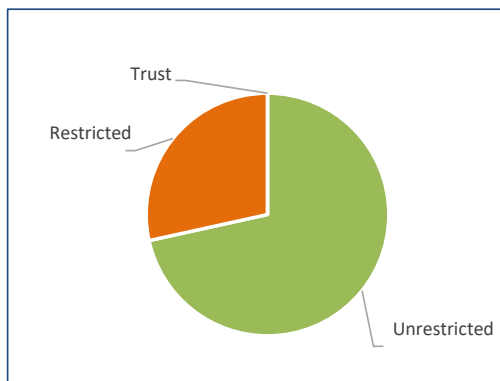
Description	Unrestricted	Restricted	Total Cash	Trust	Institution	Interest Rate	Maturity Date
	\$	\$	\$	\$			
Cash on hand							
Petty Cash & Floats	400	0	400			0.00%	On Hand
At Call Deposits							
Municipal Funds	185,301	0	185,301		NAB		At Call
Reserve Funds	0	2,041,385	2,041,385		NAB		At Call
Bonds & Deposits	148,195	0	148,195		NAB		At Call
Term Deposits & Overnight Cash Deposits							
Municipal Funds	4,800,000	0	4,800,000		Treasury	4.05%	Overnight
Reserve Funds	0	0	0				
Total	5,133,896	2,041,385	7,175,281	0			

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 and bank overdrafts. 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.



Total Cash	Unrestricted
\$7.18 M	\$5.13 M

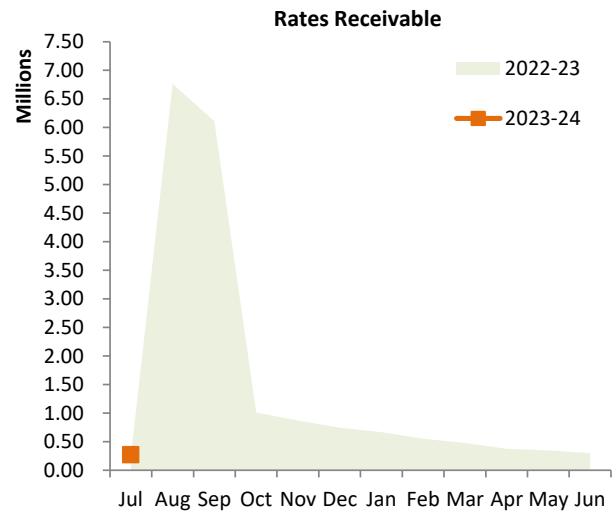
CASH BACKED RESERVES

Reserve name	Opening Balance	Budget Interest Earned	Actual Interest Earned	Budget Transfers In (+)	Actual Transfers In (+)	Budget Transfers Out (-)	Actual Transfers Out (-)	Budget Closing Balance	Actual YTD Closing Balance
	\$	\$	\$	\$	\$	\$	\$	\$	\$
Plant	276,078	11,043	0	50,000	0	(121,343)	0	215,778	276,078
Building	299,278	11,971	0	100,000	0	0	0	411,249	299,278
Community Facility Fund	81,509	3,260	0	10,000	0	0	0	94,769	81,509
Refuse Site	80,345	3,214	0	50,000	0	0	0	133,559	80,345
Aged Housing	212,850	8,514	0	25,000	0	0	0	246,364	212,850
Swimming Pool	221,471	8,858	0	76,359	0	0	0	306,688	221,471
River Crossing	88,701	3,550	0		0	(92,249)	0	2	88,701
Prepaid Conditional Grants	203,985	0	0	0	0	(203,985)	0	0	203,985
Unspent Conditional Grants	7,978	0	0	0	0	(7,978)	0	0	7,978
Public Open Space	318,132	12,725	0	250,000	0	0	0	580,857	318,132
Town Weir Reserve	251,058	10,042	0	200,000	0	0	0	461,100	251,058
	2,041,385	73,177	0	761,359	0	(425,555)	0	2,450,366	2,041,385

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

5 RECEIVABLES

Rates receivable	30 Jun 2023	31 Jul 2023
	\$	\$
Opening arrears previous years	253,668	300,227
RATES - levied this year	5,227,323	0
RUBBISH - levied this year	253,247	0
ESL - levied this year	107,448	0
TOTAL levied this year	5,588,018	0
Less - collections to date	(5,541,459)	(27,379)
Equals current outstanding	300,227	272,848
Net rates collectable	300,227	272,848
% Collected	94.9%	9.1%



Receivables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
		\$	\$	\$	\$	\$
Receivables - general	(36,199)	49,517	84,977	79,758	78,572	256,625
Percentage		19.3%	33.1%	31.1%	30.6%	
Balance per trial balance						
Sundry receivable						256,625
GST receivable						7,259
Increase in Allowance for impairment of receivables from contracts with customers						(4,070)
Accrued Income						7,883
Other receivables - employee related provisions						11,661
Total receivables general outstanding						279,358

Amounts shown above include GST (where applicable)

KEY INFORMATION

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

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 as 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.

6 RATE REVENUE

RATE REVENUE

General rate revenue

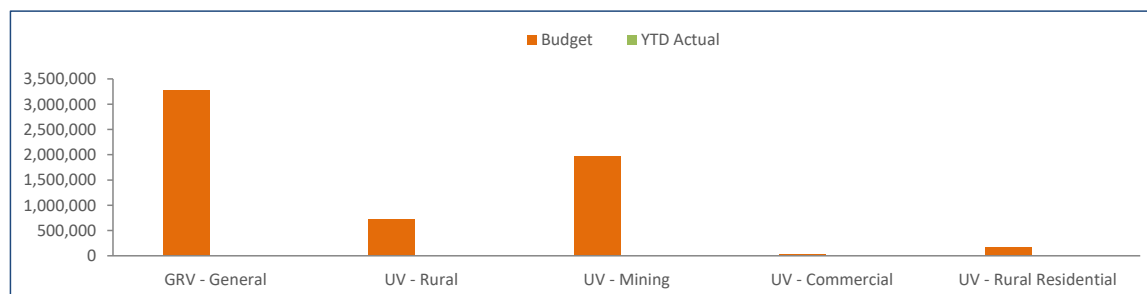
RATE TYPE	Rate in \$ (cents)	Number of Properties	Rateable Value	Budget		Total Revenue
				Rate Revenue	Interim Rate	
				\$	\$	\$
Gross rental value						
GRV - General	0.116774	561	28,017,281	3,271,690	1,000	3,272,690
Unimproved value						
UV - Rural	0.005205	135	138,105,000	718,837	1,000	719,837
UV - Mining	0.031027	128	63,725,776	1,977,220	0	1,977,220
UV - Commercial	0.021617	2	1,252,000	27,064	0	27,064
UV - Rural Residential	0.009397	127	15,719,000	147,711	20,000	167,711
Sub-Total		953	246,819,057	6,142,522	22,000	6,164,522
Minimum payment	Minimum \$					
Gross rental value						
GRV - General	945	129	239,881	121,905	0	121,905
Unimproved value						
UV - Rural	945	99	13,088,000	93,555	0	93,555
UV - Mining	945	42	193,745	39,690	0	39,690
UV - Commercial	945	0	0	0	0	0
UV - Rural Residential	945	126	10,767,500	119,070	0	119,070
Sub-total		396	24,289,126	374,220	0	374,220

Amount from general rates

6,538,742

KEY INFORMATION

Prepaid rates are, until the taxable event for the rates has occurred, refundable at the request of the ratepayer. Rates received in advance give rise to a financial liability. On 1 July 2020 the prepaid rates were recognised as a financial asset and a related amount was recognised as a financial liability and no income was recognised. When the taxable event occurs the financial liability is extinguished and income recognised for the prepaid rates that have not been refunded.



YTD Actual			
Rate Revenue	Interim Rates	Back Rates	Total Revenue
\$	\$	\$	\$
0	0	0	0
0	0	0	0
0	0	0	0
0	0	0	0
0	0	0	0
0	0	0	0
0	0	0	0
0	0	0	0
0	0	0	0
0	0	0	0
0	0	0	0
			0

General Rates	
Budget	Actual
\$6.54 M	\$. M

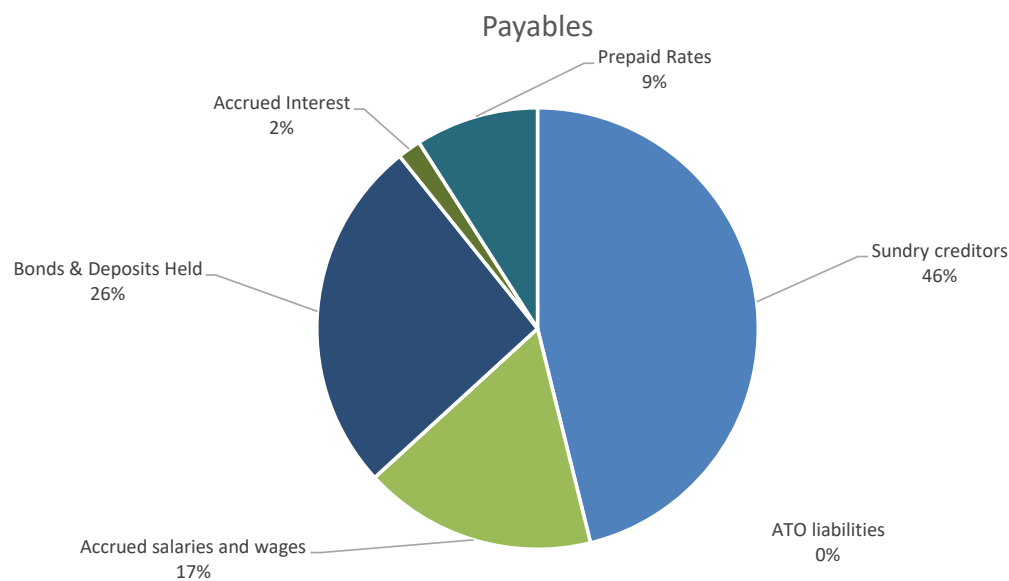
SHIRE OF BODDINGTON
 NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
 FOR THE PERIOD ENDED 31 JULY 2023

7 PAYABLES

Payables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Payables - general	0	255,427	2,852	2,518	671	261,468
Percentage	0%	97.7%	1.1%	1%	0.3%	
Balance per trial balance						
Sundry creditors						261,468
Accrued salaries and wages						96,745
ATO liabilities						1
Bonds & Deposits Held						147,627
Accrued Interest						9,691
Prepaid Rates						51,167
Unclaimed Funds						490
Total payables general outstanding						567,189

Amounts shown above include GST (where applicable)

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

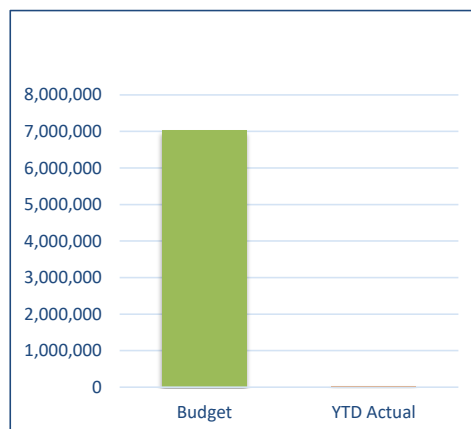


8 CAPITAL ACQUISITIONS

Capital acquisitions	Adopted		YTD Actual	YTD Actual Variance
	Budget	YTD Budget		
	\$	\$	\$	\$
Furniture and Equipment	49,039	0	0	0
Land and Buildings	829,700	13,000	13,157	157
Plant and Equipment	715,270	0	0	0
Road Infrastructure	1,588,689	2,000	1,975	(25)
Footpath Infrastructure	679,414	0	0	0
Drainage Bridges Culverts	425,000	0	0	0
Infrastructure - Parks, Gardens, Recreation Facilities	2,742,428	16,000	15,979	(21)
Total Capital Acquisitions	7,029,540	31,000	31,111	111
Capital Acquisitions Funded By:				
	\$	\$	\$	\$
Capital grants and contributions	3,876,677	0	0	0
Other (disposals & C/Fwd)	189,000	0	0	0
Cash backed reserves				
Aged Housing	100,000	0	0	0
Contribution - operations	2,863,863	31,000	31,111	111
Capital funding total	7,029,540	31,000	31,111	111

SIGNIFICANT ACCOUNTING POLICIES

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



Acquisitions	Annual Budget	YTD Actual	% Spent
	\$7.03 M	\$0.03 M	0%

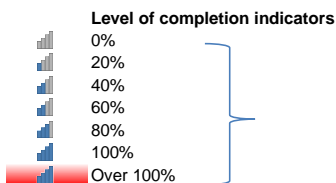
Capital Grants	Annual Budget	YTD Actual	% Received
	\$3.88 M	\$0 M	

8 CAPITAL ACQUISITIONS DETAILED

Capital Disposals

Asset description	Amended Budget			YTD Actual		
	Net Book Value	Proceeds	Profit / (Loss)	Net Book Value	Proceeds	Profit / (Loss)
Isuzu 4.5T Tipper	16,036	15,000	(1,036)	0	0	0
Hino 6T Truck	33,000	40,000	7,000	0	0	0
Ford Ranger Supercab	5,150	14,000	8,850	0	0	0
Mitsubishi Pajero	350	30,000	29,650	0	0	0
Dingo Digger	1,091	7,000	5,909	0	0	0
Road Broom	0	8,000	8,000	0	0	0
McConnel Flail Mower	40,855	40,000	(855)	0	0	0
Fuso Truck	26,936	35,000	8,064	0	0	0
	123,418	189,000	65,582	0	0	0

Capital Acquisitions



























Percentage Year to Date Actual to Annual Budget expenditure where the expenditure over budget highlighted in red.

Account Description	Current Budget	YTD Budget	YTD Actual	Variance Under/(Over)
IT Equipment	34,200	0	0	0
Councillor Tablets	4,000	0	0	0
CCTV Upgrades	10,839	0	0	0
Total Furniture & Equipment	49,039	0	0	0
Building Asset Renewal Program	120,000	0	0	0
Upgrade to Pavilion to accommodate Gym	239,000	0	0	0
Crib Room for Deport	150,000	13,000	13,157	(157)
Recreation Centre - Solar Panels	20,000	0	0	0
Doctors House - Solar Panels	5,000	0	0	0
Foreshore Toilet Block	120,000	0	0	0
Recreation Centre	17,500	0	0	0
Pound Complex	15,000	0	0	0
Depot	18,200	0	0	0
Visitor Centre	25,000	0	0	0
Upgrade Interpretive Centre	100,000	0	0	0
Total Land & Buildings	829,700	13,000	13,157	(157)
4.5 Tonne Tipper	60,000	0	0	0
6 Tonne Truck	270,000	0	0	0
Slip on Unit for Ranger Vehicle	27,270	0	0	0
Replace Ford Ranger Supercab	42,500	0	0	0
Replace Mitsubishi Pajero Sport	60,000	0	0	0
Dingo Mini Digger	35,000	0	0	0
Road Broom	62,000	0	0	0
Mitsubishi Fuso Tip Truck	110,000	0	0	0
Portable CCTV Trailer	30,000	0	0	0
Crossman Rd Standpipe	18,500	0	0	0
Total Plant & Equipment	715,270	0	0	0
RTR - Chalk Brook Road Crossing	161,639	2,000	1,975	25
Linemarking - Forrest Street	7,000	0	0	0
Gravel Sheeting	62,589	0	0	0
RRG - Crossman Rd - Surface treatment & Reseal	328,500	0	0	0
RRG - Harvey Quindanning Rd - improve geometry widen	848,962	0	0	0
RRG - Lower Hotham Rd - Reseal, shoulders, drainage	179,999	0	0	0
Total Road Infrastructure	1,588,689	2,000	1,975	25

8 CAPITAL ACQUISITIONS DETAILED (CONTINUED)

Capital Acquisitions (continued)

Account Description	Current Budget	YTD Budget	YTD Actual	Variance Under/(Over)
 Footpath renewal program	65,000	0	0	0
 Club Drive, Hadea Rd and Adam Street (east side)	104,414	0	0	0
 Mountain Bike Trail	510,000	0	0	0
Total Footpath Infrastructure	679,414	0	0	0
 Kerbing - Town Roads	10,000	0	0	0
 Improve Townsite Drainage	200,000	0	0	0
 Forrest Street Drainage	50,000	0	0	0
 William Street River Crossing	165,000	0	0	0
Total Drainage/Bridges & Culverts	425,000	0	0	0
 Street Art/Mural Project	35,000	0	0	0
 EV Charging Stations	33,906	0	0	0
 Lighting for Hotham Park	15,000	2,000	2,341	(341)
 Red Hill Reserve	5,203	0	0	0
 Bicycle Racks for Hotham Park	10,000	0	0	0
 Town Street Revitalisation	1,930,272	0	0	0
 Regional Destination Signage	80,000	0	0	0
 Standard Green, Blue & Brown Signage	30,000	0	0	0
 Community Club - Playground	93,600	0	0	0
 Install Bore at Hotham Park	86,500	14,000	13,500	500
 Resurface Bowling Green	100,947	0	0	0
 Niche Wall	10,000	0	0	0
 Darminning (Ranford Pool)	200,000	0	0	0
 Boddington Sign (Albany Hwy)	35,000	0	0	0
 Tennis Court	32,000	0	138	(138)
 Marradong Fire Brigade	30,000	0	0	0
 Tennis Courts	15,000	0	0	0
Total Other Infrastructure	2,742,428	16,000	15,979	21
Grand Total	7,029,540	31,000	31,111	(111)

9 BORROWINGS

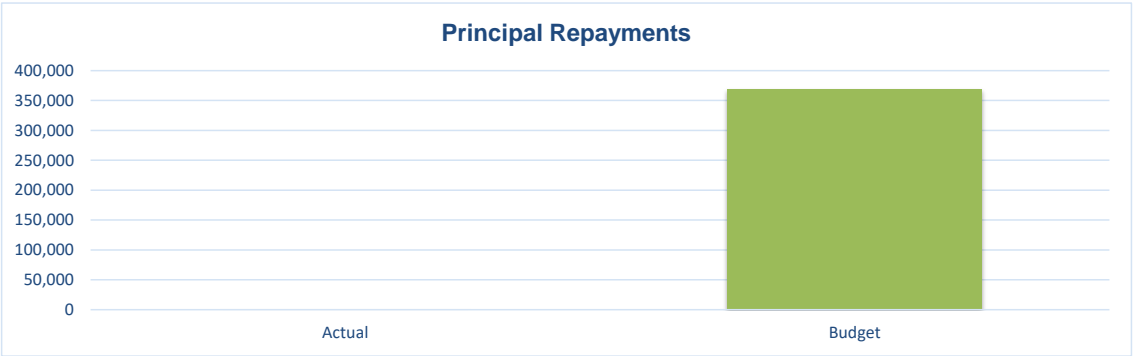
Repayments - borrowings

Information on borrowings			1 July 2023	New Loans		Principal Repayments		Principal Outstanding		Interest Repayments	
Particulars	Loan No.	Interest %		Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget
			\$	\$	\$	\$	\$	\$	\$	\$	\$
Governance											
Administration Centre	105	4.01%	148,485	0	0	0	148,485	148,485	0	0	10,206
Education and welfare											
Childcare Centre	100	6.42%	64,728	0	0	0	20,228	64,728	44,500	0	5,075
Housing											
3 Pecan Place	94	6.45%	147,872	0	0	0	17,321	147,872	130,551	0	10,328
34 Hill Street	97	6.45%	149,962	0	0	0	17,566	149,962	132,396	0	10,474
Recreation and culture											
Recreation Centre	106	3.36%	528,888	0	0	0	68,217	528,888	460,671	0	19,438
Recreation Centre	107	1.56%	716,140	0	0	0	97,599	716,140	618,541	0	12,298
Total			1,756,075	0	0	0	369,416	1,756,075	1,386,659	0	67,819
Current borrowings			369,416					369,416			
Non-current borrowings			1,386,659					1,386,659			
			1,756,075					1,756,075			

All debenture repayments were financed by general purpose revenue.

KEY INFORMATION

All loans and borrowings are initially recognised at the fair value of the consideration received less directly attributable transaction costs. After initial recognition, interest-bearing loans and borrowings are subsequently measured at amortised cost using the effective interest method. Fees paid on the establishment of loan facilities that are yield related are included as part of the carrying amount of the loans and borrowings.



Principal Repayments	\$0
Interest Earned	\$7,691
Interest Expense	\$0
Reserves Balance	\$2,041,385
Loans Due	\$1,756,075

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

10 GRANTS, SUBSIDIES AND CONTRIBUTIONS

Provider	Unspent grants, subsidies and contributions liability				Grants, subsidies & contribution revenue				
	Liability	Increase	Decrease	Liability	YTD	Adopted	Budget		YTD
	1 Jul 23	in Liability	in Liability	31 Jul 23	Budget	Budget	Variations	Expected	Revenue
	\$	\$	(As revenue)	\$	\$	\$	\$	\$	Actual
Operating grants, subsidies and contributions									
General purpose funding									
Federal Grant - General Purpose	0	0	0	0	0	3,526	0	3,526	0
Federal Grant - Local Roads				0	0	13,243	0	13,243	0
Law, order, public safety									
DFES - Fire Brigade Operating Grant	0	0	0	0	15,298	61,190	0	61,190	15,533
Mitigation Activity Grant	0	0	0	0	1,625	19,500	0	19,500	0
DFES - SES Operating Grant	0	0	0	0	7,650	30,600	0	30,600	7,414
Abandoned Vehicles	0	0	0	0	0	500	0	500	0
Education and welfare									
Seniors - Living Stronger/Longer	0	0	0	0	333	4,000	0	4,000	0
Welfare Grants	0	0	0	0	333	4,000	0	4,000	0
Recreation and culture									
South 32 - Events Contribution	0	0	0	0	0	35,500	0	35,500	0
Mountain Bike Trail Funding	0	0	0	0	0	0	0	0	0
Library Childrens Week Grant	0	0	0	0	0	0	0	0	0
Better Beginnings Grant	0	0	0	0	0	0	0	0	0
Thank a Volunteer	0	0	0	0	250	3,000	0	3,000	0
Australia Day Grant	0	0	0	0	0		0	0	0
Transport									
Main Roads - Direct Road Grant	0	0	0	0	0	63,776	0	63,776	0
Road Safety Alliance	150,897	0	0	150,897	0	0	0	0	0
Economic services									
Contributions Area Promotion & Tourism	0	0	0	0	83	1,000	0	1,000	0
South 32 Cultural Centre	1,905,059	0	0	1,905,059	0	100,000	0	100,000	0
	2,055,956	0	0	2,055,956	25,572	339,835	0	339,835	22,948
Non-operating contributions									
General purpose funding									
LRCI - Darminning Pool Upgrades	0	0	0	0	0	170,596	0	170,596	0
LRCI - Main Street Revitalisation	53,482	0	0	53,482	0	141,192	0	141,192	0
Recreation and culture									
Community Gym	100,000	0	0	100,000	0	100,000	0	100,000	0
Mountain Bike Funding	0	0	0	0	0	490,000	0	490,000	0
Community Club - Playground	0	0	0	0	0	93,600	0	93,600	0
Bowling Club - Resurface Bowling Green	0	0	0	0	0	54,896	0	54,896	0
Peel Devt. Comm - Rail Trail Grant	13,414	0	0	13,414				0	
Transport									
Footpath Grant	0	0	0	0	0	50,000	0	50,000	0
Main Street Revitalisation Project	500,000	0	0	500,000	0	1,703,400	0	1,703,400	0
EV Charging Stations	0	0	0	0	0	17,513	0	17,513	0
Roads to Recovery Funding	0	0	0	0	0	161,639	0	161,639	0
Regional Road Group Funding	112,159	0	0	112,159	0	893,841	0	893,841	0
Special Bridge Funding	402,000	0	0	402,000	0	0	0	0	0
	1,181,055	0	0	1,181,055	0	3,876,677	0	3,876,677	0
TOTALS	3,237,011	0	0	3,237,011	25,572	4,216,512	0	4,216,512	22,948



MONTHLY FINANCIAL REPORT
(Containing the Statement of Financial Activity)

For the Period Ended 31 August 2023

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

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SHIRE OF BODDINGTON
STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 AUGUST 2023

	Note	Adopted Budget Estimates (a) \$	YTD Budget Estimates (b) \$	YTD Actual (c) \$	Variance* \$ (c)-(b) \$	Variance* % (c)-(b)/(b) %	Var.
OPERATING ACTIVITIES							
Revenue from operating activities							
Rates	6	6,538,742	6,520,408	6,516,743	(3,665)	(0%)	
Grants, subsidies and contributions	10	339,835	121,164	124,975	3,811	3%	
Fees and charges		1,199,971	487,314	501,228	13,914	3%	
Interest revenue		211,977	22,500	9,431	(13,069)	(58%)	▼
Other revenue		103,450	17,312	21,127	3,815	22%	
Profit on disposal of assets	8	65,582	0	0	0	0%	
		8,459,557	7,168,698	7,173,504	4,806		
Expenditure from operating activities							
Employee costs		(3,253,044)	(570,495)	(524,817)	45,678	8%	
Materials and contracts		(3,133,536)	(527,907)	(493,485)	34,422	7%	
Utility charges		(341,558)	(57,328)	(49,563)	7,765	14%	
Depreciation		(2,706,950)	(451,158)	0	451,158	100%	▲
Finance Costs		(54,968)	0	0	0	0%	
Insurance		(226,419)	(114,796)	(115,030)	(234)	(0%)	
Other expenditure		(25,850)	(4,310)	(6,918)	(2,608)	(61%)	
Loss on disposal of assets	8	0	0	0	0	0%	
		(9,742,325)	(1,725,994)	(1,189,813)	536,181		
Non-cash amounts excluded from operating activities	2(b)	2,641,368	451,158	(0)	(451,158)	(100%)	▼
Amount attributable to operating activities		1,358,600	5,893,862	5,983,691	89,829		
INVESTING ACTIVITIES							
Inflows from investing activities							
Proceeds from capital grants, subsidies and contributions	10	3,876,677	0	0	0	0%	
Proceeds from disposal of assets	8	189,000	0	0	0	0%	
		4,065,677	0	0	0		
Outflows from investing activities							
Payments for property, plant and equipment	8	(1,594,009)	(72,270)	(71,804)	466	1%	
Payments for construction of infrastructure	8	(5,435,531)	(35,000)	(33,849)	1,151	3%	
		(7,029,540)	(107,270)	(105,653)	1,617		
Amount attributable to investing activities		(2,963,863)	(107,270)	(105,653)	1,617		
FINANCING ACTIVITIES							
Inflows from financing activities							
Transfer from reserves	4	425,555	0	0	0	0%	
		425,555	0	0	0		
Outflows from investing activities							
Repayment of borrowings	9	(369,416)	0	0	0	0%	
Transfer to reserves	4	(834,536)	0	0	0	0%	
		(1,203,952)	0	0	0		
Amount attributable to financing activities		(778,397)	0	0	0		
MOVEMENT IN SURPLUS OR DEFICIT							
Surplus of deficit at the start of the financial year	2(a)	2,383,660	2,383,660	2,383,660	0	0%	
Amount attributable to operating activities		1,358,600	5,893,862	5,983,691			
Amount attributable to investing activities		(2,963,863)	(107,270)	(105,653)			
Amount attributable to financing activities		(778,397)	0	0			
Surplus or deficit after imposition of general rates		0	8,170,252	8,261,698			

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 BODDINGTON
STATEMENT OF FINANCIAL POSITION
FOR THE PERIOD ENDED 31 AUGUST 2023

	30 June 2023	31 August 2023
	\$	\$
CURRENT ASSETS		
Cash and cash equivalents	8,009,668	6,878,462
Trade and other receivables	636,727	7,784,961
Other assets	7,883	7,883
TOTAL CURRENT ASSETS	8,654,278	14,671,306
NON-CURRENT ASSETS		
Trade and other receivables	23,375	23,375
Other financial assets	42,743	42,743
Property, plant and equipment	30,063,851	30,171,139
Infrastructure	61,433,775	61,432,235
TOTAL NON-CURRENT ASSETS	91,563,744	91,669,492
TOTAL ASSETS	100,218,022	106,340,798
CURRENT LIABILITIES		
Trade and other payables	788,077	640,235
Other liabilities	3,237,011	3,523,936
Borrowings	369,416	369,416
Employee related provisions	203,240	203,240
TOTAL CURRENT LIABILITIES	4,597,744	4,736,827
NON-CURRENT LIABILITIES		
Other liabilities	300,000	300,000
Borrowings	1,386,659	1,386,659
Employee related provisions	65,440	65,440
TOTAL NON-CURRENT LIABILITIES	1,752,099	1,752,099
TOTAL LIABILITIES	6,349,843	6,488,926
NET ASSETS	93,868,179	99,851,872
EQUITY		
Retained surplus	33,998,781	39,982,474
Reserve accounts	2,041,385	2,041,385
Revaluation surplus	57,828,013	57,828,013
TOTAL EQUITY	93,868,179	99,851,872

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

SHIRE OF BODDINGTON
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 AUGUST 2023

1 BASIS OF PREPARATION AND SIGNIFICANT ACCOUNTING POLICIES

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 City 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 City 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.

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 POLICES

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 15 September 2023

SHIRE OF BODDINGTON
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 AUGUST 2023

2 STATEMENT OF FINANCIAL ACTIVITY INFORMATION

	Note	Adopted Budget Opening 30 June 2023	Last Year Closing 30 June 2023	Year to Date 31 August 2023
(a) Net current assets used in the Statement of Financial Activity				
Current assets				
Cash and cash equivalents	4	8,009,668	8,009,668	6,878,462
Rates receivables	5	300,227	299,857	7,189,946
Receivables	5	336,500	324,842	595,015
Inventories		0	0	0
Other current assets		7,883	7,883	7,883
Less: Current liabilities				
Payables	7	(789,786)	(787,588)	(641,047)
Borrowings	9	(369,416)	(369,416)	(369,416)
Capital grant/contribution liability	10	(3,236,207)	(3,237,011)	(3,523,936)
Provisions		(203,240)	(203,240)	(203,240)
Less: Total adjustments to net current assets	2(c)	(1,671,969)	(1,671,969)	(1,671,969)
Closing funding surplus / (deficit)		2,383,660	2,373,025	8,261,698

(b) Non-cash items 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.

	Notes	Adopted Budget \$	YTD Budget (a) \$	YTD Actual (b) \$
Non-cash items excluded from operating activities				
Adjustments to operating activities				
Less: Profit on asset disposals	8	(65,582)	0	0
Less: Fair value adjustments to financial assets at amortised cost		0	0	(0)
Add: Depreciation on assets		2,706,950	451,158	0
Total non-cash items excluded from operating activities		2,641,368	451,158	(0)

(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 August 2023
Adjustments to net current assets				
Less: Reserves - restricted cash	4	(2,041,385)	(2,041,385)	(2,041,385)
Add: Borrowings	9	369,416	369,416	369,416
Add: Provisions - employee		0	0	0
Total adjustments to net current assets		(1,671,969)	(1,671,969)	(1,671,969)

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 BODDINGTON
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 AUGUST 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 10.00% whichever is the greater.

	Var. \$	Var. %	Explanation of Variances
	\$	%	
Revenue from operating activities			
Rates	(3,665)	(0%)	
Grants, subsidies and contributions	3,811	3%	
Fees and charges	13,914	3%	
Interest revenue	(13,069)	(58%)	▼ Timing Variance
Other revenue	3,815	22%	
Profit on disposal of assets	0	0%	
Expenditure from operating activities			
Employee costs	45,678	8%	
Materials and contracts	34,422	7%	
Utility charges	7,765	14%	
Depreciation	451,158	100%	▲ Timing Variance - to commence once 22/23 audit complete
Finance Costs	0	0%	
Insurance	(234)	(0%)	
Other expenditure	(2,608)	(61%)	
Loss on disposal of assets	0	0%	
Non-cash amounts excluded from operating activities.	(451,158)	(100%)	▼ Timing Variance - Depreciation
Inflows from investing activities			
Proceeds from capital grants, subsidies and contributions	0	0%	
Proceeds from disposal of assets	0	0%	
Proceeds from financial assets at amortised cost - self supporting loans	0	0%	
Outflows from investing activities			
Payments for financial assets at amortised cost - self supporting loans	0	0%	
Payments for property, plant and equipment	466	1%	
Payments for construction of infrastructure			
Inflows from financing activities			
Proceeds from new debentures	0	0%	
Transfer to reserves	0	0%	
Outflows from financing activities			
Payments for principal portion of lease liabilities	0	0%	
Repayment of borrowings	0	0%	
Transfer to reserves	0	0%	
Surplus of deficit at the start of the financial year	0	0%	

SHIRE OF BODDINGTON
 NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
 FOR THE PERIOD ENDED 31 AUGUST 2023

4 CASH AND FINANCIAL ASSETS

CASH AND INVESTMENTS

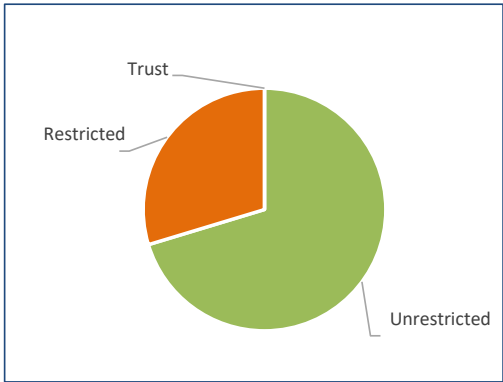
Description	Unrestricted	Restricted	Total Cash	Trust	Institution	Interest Rate	Maturity Date
	\$	\$	\$	\$			
Cash on hand							
Petty Cash & Floats	400	0	400			0.00%	On Hand
At Call Deposits							
Municipal Funds	388,482	0	388,482		NAB		At Call
Reserve Funds	0	2,041,385	2,041,385		NAB		At Call
Bonds & Deposits	148,195	0	148,195		NAB		At Call
Term Deposits & Overnight Cash Deposits							
Municipal Funds	4,300,000	0	4,300,000		Treasury	4.05%	Overnight
Reserve Funds	0	0	0				
Total	4,837,077	2,041,385	6,878,462	0			

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 and bank overdrafts. 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.



Total Cash	Unrestricted
\$6.88 M	\$4.84 M

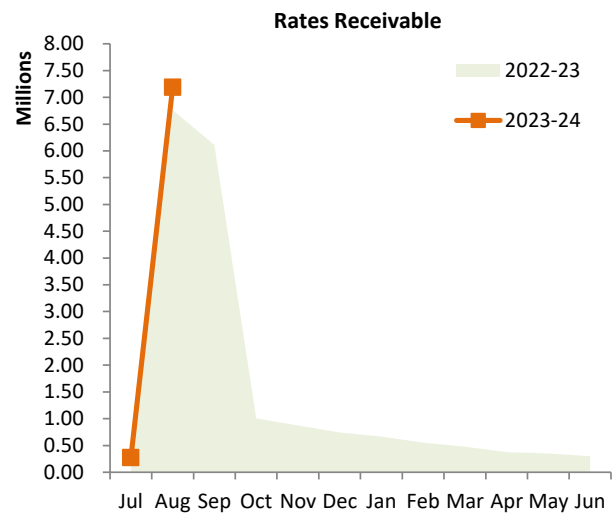
CASH BACKED RESERVES

Reserve name	Opening Balance	Budget Interest Earned	Actual Interest Earned	Budget Transfers In (+)	Actual Transfers In (+)	Budget Transfers Out (-)	Actual Transfers Out (-)	Budget Closing Balance	Actual YTD Closing Balance
	\$	\$	\$	\$	\$	\$	\$	\$	\$
Plant	276,078	11,043	0	50,000	0	(121,343)	0	215,778	276,078
Building	299,278	11,971	0	100,000	0	0	0	411,249	299,278
Community Facility Fund	81,509	3,260	0	10,000	0	0	0	94,769	81,509
Refuse Site	80,345	3,214	0	50,000	0	0	0	133,559	80,345
Aged Housing	212,850	8,514	0	25,000	0	0	0	246,364	212,850
Swimming Pool	221,471	8,858	0	76,359	0	0	0	306,688	221,471
River Crossing	88,701	3,550	0		0	(92,249)	0	2	88,701
Prepaid Conditional Grants	203,985	0	0	0	0	(203,985)	0	0	203,985
Unspent Conditional Grants	7,978	0	0	0	0	(7,978)	0	0	7,978
Public Open Space	318,132	12,725	0	250,000	0	0	0	580,857	318,132
Town Weir Reserve	251,058	10,042	0	200,000	0	0	0	461,100	251,058
	2,041,385	73,177	0	761,359	0	(425,555)	0	2,450,366	2,041,385

SHIRE OF BODDINGTON
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 AUGUST 2023

5 RECEIVABLES

Rates receivable	30 Jun 2023	31 Aug 2023
	\$	\$
Opening arrears previous years	253,668	300,227
RATES - levied this year	5,227,323	6,516,742
RUBBISH - levied this year	253,247	298,570
ESL - levied this year	107,448	117,012
TOTAL levied this year	5,588,018	6,932,324
Less - collections to date	(5,541,459)	(42,605)
Equals current outstanding	300,227	7,189,946
Net rates collectable	300,227	7,189,946
% Collected	94.9%	0.6%



Receivables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
		\$	\$	\$	\$	\$
Receivables - general	(2,917)	441,824	31,877	9,361	77,688	557,834
Percentage		79.2%	5.7%	1.7%	13.9%	
Balance per trial balance						
Sundry receivable						557,834
GST receivable						29,590
Increase in Allowance for impairment of receivables from contracts with customers						(4,070)
Accrued Income						7,883
Other receivables - employee related provisions						11,661
Total receivables general outstanding						602,898

Amounts shown above include GST (where applicable)

KEY INFORMATION

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

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 as 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.

6 RATE REVENUE

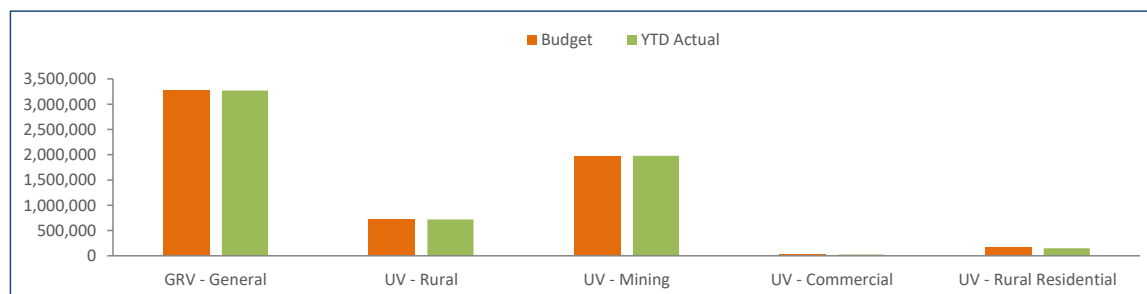
RATE REVENUE

General rate revenue

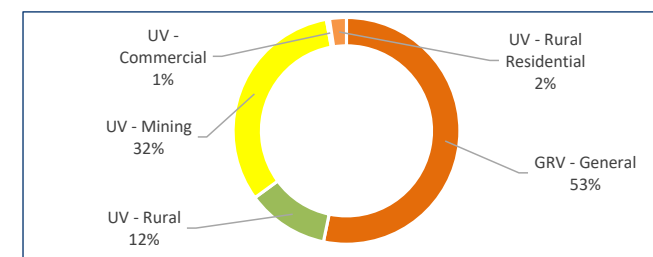
RATE TYPE	Budget						YTD Actual			
	Rate in \$ (cents)	Number of Properties	Rateable Value	Rate Revenue	Interim Rate	Total Revenue	Rate Revenue	Interim Rates	Back Rates	Total Revenue
				\$	\$	\$	\$	\$	\$	\$
Gross rental value										
GRV - General	0.116774	561	28,017,281	3,271,690	1,000	3,272,690	3,271,690	0	0	3,271,690
Unimproved value										
UV - Rural	0.005205	135	138,105,000	718,837	1,000	719,837	718,837	0	0	718,837
UV - Mining	0.031027	128	63,725,776	1,977,220	0	1,977,220	1,977,220	0	0	1,977,220
UV - Commercial	0.021617	2	1,252,000	27,064	0	27,064	27,064	0	0	27,064
UV - Rural Residential	0.009397	127	15,719,000	147,711	20,000	167,711	147,711	0	0	147,711
Sub-Total		953	246,819,057	6,142,522	22,000	6,164,522	6,142,522	0	0	6,142,522
Minimum payment	Minimum \$									
Gross rental value										
GRV - General	945	129	239,881	121,905	0	121,905	121,905	0	0	121,905
Unimproved value										
UV - Rural	945	99	13,088,000	93,555	0	93,555	93,555	0	0	93,555
UV - Mining	945	42	193,745	39,690	0	39,690	39,690	0	0	39,690
UV - Commercial	945	0	0	0	0	0	0	0	0	0
UV - Rural Residential	945	126	10,767,500	119,070	0	119,070	119,070	0	0	119,070
Sub-total		396	24,289,126	374,220	0	374,220	374,220	0	0	374,220
Amount from general rates						6,538,742				6,516,742

KEY INFORMATION

Prepaid rates are, until the taxable event for the rates has occurred, refundable at the request of the ratepayer. Rates received in advance give rise to a financial liability. On 1 July 2020 the prepaid rates were recognised as a financial asset and a related amount was recognised as a financial liability and no income was recognised. When the taxable event occurs the financial liability is extinguished and income recognised for the prepaid rates that have not been refunded.



General Rates	
Budget	Actual
\$6.54 M	\$6.52 M



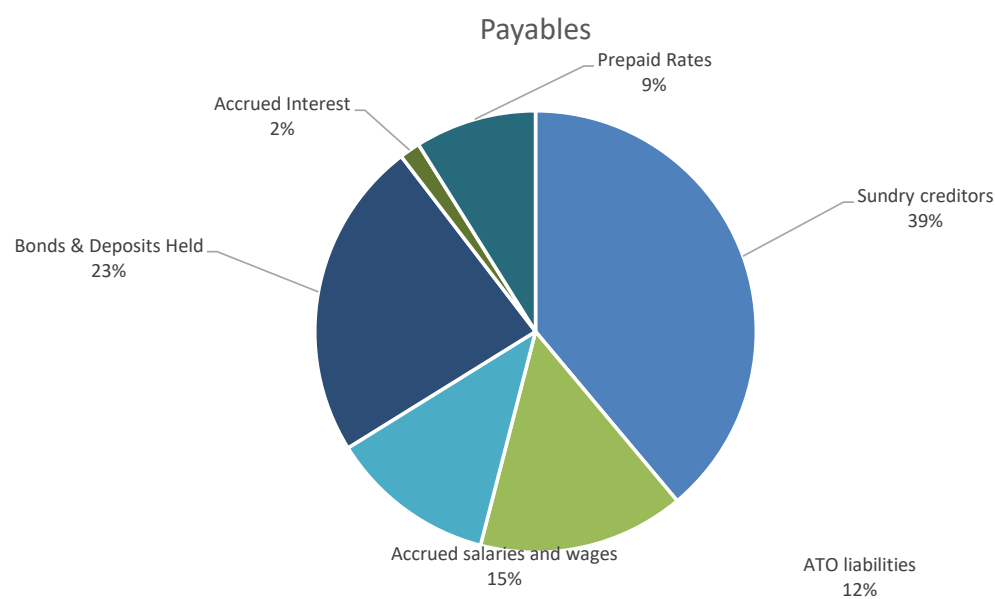
SHIRE OF BODDINGTON
 NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
 FOR THE PERIOD ENDED 31 AUGUST 2023

7 PAYABLES

Payables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Payables - general	0	247,228	2,004	0	0	249,231
Percentage	0%	99.2%	0.8%	0%	0%	
Balance per trial balance						
Sundry creditors						249,231
Accrued salaries and wages						96,745
ATO liabilities						77,826
Bonds & Deposits Held						150,054
Accrued Interest						9,691
Prepaid Rates						57,010
Unclaimed Funds						490
Total payables general outstanding						641,047

Amounts shown above include GST (where applicable)

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

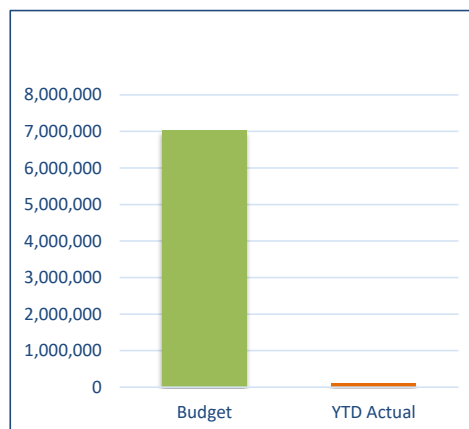


8 CAPITAL ACQUISITIONS

Capital acquisitions	Adopted		YTD Actual	YTD Actual Variance
	Budget	YTD Budget		
	\$	\$	\$	\$
Furniture and Equipment	49,039	0	0	0
Land and Buildings	829,700	45,000	44,534	(466)
Plant and Equipment	715,270	27,270	27,270	0
Road Infrastructure	1,588,689	4,000	3,706	(294)
Footpath Infrastructure	679,414	0	0	0
Drainage Bridges Culverts	425,000	0	2,000	2,000
Infrastructure - Parks, Gardens, Recreation Facilities	2,742,428	29,000	28,143	(857)
Total Capital Acquisitions	7,029,540	105,270	105,653	383
Capital Acquisitions Funded By:				
	\$	\$	\$	\$
Capital grants and contributions	3,876,677	0	0	0
Other (disposals & C/Fwd)	189,000	0	0	0
Cash backed reserves				
Aged Housing	100,000	0	0	0
Contribution - operations	2,863,863	105,270	105,653	383
Capital funding total	7,029,540	105,270	105,653	383

SIGNIFICANT ACCOUNTING POLICIES

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



Acquisitions	Annual Budget	YTD Actual	% Spent
	\$7.03 M	\$0.11 M	2%

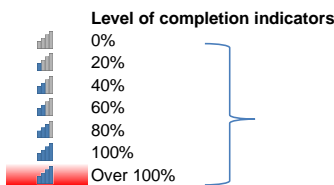
Capital Grants	Annual Budget	YTD Actual	% Received
	\$3.88 M	\$0 M	

8 CAPITAL ACQUISITIONS DETAILED

Capital Disposals

Asset description	Amended Budget			YTD Actual		
	Net Book Value	Proceeds	Profit / (Loss)	Net Book Value	Proceeds	Profit / (Loss)
Isuzu 4.5T Tipper	16,036	15,000	(1,036)	0	0	0
Hino 6T Truck	33,000	40,000	7,000	0	0	0
Ford Ranger Supercab	5,150	14,000	8,850	0	0	0
Mitsubishi Pajero	350	30,000	29,650	0	0	0
Dingo Digger	1,091	7,000	5,909	0	0	0
Road Broom	0	8,000	8,000	0	0	0
McConnel Flail Mower	40,855	40,000	(855)	0	0	0
Fuso Truck	26,936	35,000	8,064	0	0	0
	123,418	189,000	65,582	0	0	0

Capital Acquisitions



























Percentage Year to Date Actual to Annual Budget expenditure where the expenditure over budget highlighted in red.

Account Description	Current Budget	YTD Budget	YTD Actual	Variance Under/(Over)
IT Equipment	34,200	0	0	0
Councillor Tablets	4,000	0	0	0
CCTV Upgrades	10,839	0	0	0
Total Furniture & Equipment	49,039	0	0	0
Building Asset Renewal Program	120,000	0	0	0
Upgrade to Pavilion to accommodate Gym	239,000	20,000	18,570	1,430
Crib Room for Deport	150,000	15,000	15,970	(970)
Recreation Centre - Solar Panels	20,000	0	0	0
Doctors House - Solar Panels	5,000	0	0	0
Foreshore Toilet Block	120,000	0	0	0
Recreation Centre	17,500	0	0	0
Pound Complex	15,000	0	0	0
Depot	18,200	0	0	0
Visitor Centre	25,000	0	0	0
Upgrade Interpretive Centre	100,000	10,000	9,994	6
Total Land & Buildings	829,700	45,000	44,534	466
4.5 Tonne Tipper	60,000	0	0	0
6 Tonne Truck	270,000	0	0	0
Slip on Unit for Ranger Vehicle	27,270	27,270	27,270	0
Replace Ford Ranger Supercab	42,500	0	0	0
Replace Mitsubishi Pajero Sport	60,000	0	0	0
Dingo Mini Digger	35,000	0	0	0
Road Broom	62,000	0	0	0
Mitsubishi Fuso Tip Truck	110,000	0	0	0
Portable CCTV Trailer	30,000	0	0	0
Crossman Rd Standpipe	18,500	0	0	0
Total Plant & Equipment	715,270	27,270	27,270	0
RTR - Chalk Brook Road Crossing	161,639	2,000	1,975	25
Linemarking - Forrest Street	7,000	0	0	0
Gravel Sheeting	62,589	0	0	0
RRG - Crossman Rd - Surface treatment & Reseal	328,500	0	0	0
RRG - Harvey Quindanning Rd - improve geometry widen	848,962	2,000	1,731	269
RRG - Lower Hotham Rd - Reseal, shoulders, drainage	179,999	0	0	0
Total Road Infrastructure	1,588,689	4,000	3,706	294

8 CAPITAL ACQUISITIONS DETAILED (CONTINUED)

Capital Acquisitions (continued)

		Current Budget	YTD Budget	YTD Actual	Variance Under/(Over)
Account Description					
	Footpath renewal program	65,000	0	0	0
	Club Drive, Hadea Rd and Adam Street (east side)	104,414	0	0	0
	Mountain Bike Trail	510,000	0	0	0
Total Footpath Infrastructure		679,414	0	0	0
	Kerbing - Town Roads	10,000	0	0	0
	Improve Townsite Drainage	200,000	2,000	2,000	0
	Forrest Street Drainage	50,000	0	0	0
	William Street River Crossing	165,000	0	0	0
Total Drainage/Bridges & Culverts		425,000	2,000	2,000	0
	Street Art/Mural Project	35,000	0	0	0
	EV Charging Stations	33,906	0	0	0
	Lighting for Hotham Park	15,000	15,000	14,505	496
	Red Hill Reserve	5,203	0	0	0
	Bicycle Racks for Hotham Park	10,000	0	0	0
	Town Street Revitalisation	1,930,272	0	0	0
	Regional Destination Signage	80,000	0	0	0
	Standard Green, Blue & Brown Signage	30,000	0	0	0
	Community Club - Playground	93,600	0	0	0
	Install Bore at Hotham Park	86,500	14,000	13,500	500
	Resurface Bowling Green	100,947	0	0	0
	Niche Wall	10,000	0	0	0
	Darminning (Ranford Pool)	200,000	0	0	0
	Boddington Sign (Albany Hwy)	35,000	0	0	0
	Tennis Court	32,000	0	138	(138)
	Marradong Fire Brigade	30,000	0	0	0
	Tennis Courts	15,000	0	0	0
Total Other Infrastructure		2,742,428	29,000	28,143	857
Grand Total		7,029,540	107,270	105,653	1,617

9 BORROWINGS

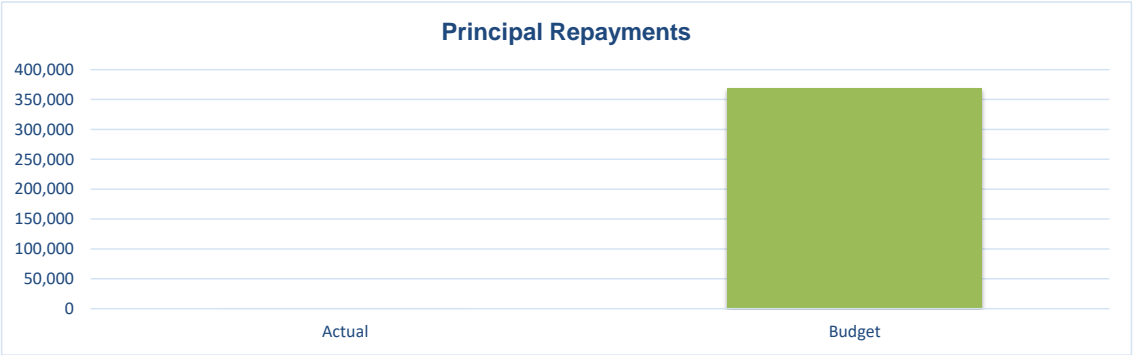
Repayments - borrowings

Information on borrowings			1 July 2023	New Loans		Principal Repayments		Principal Outstanding		Interest Repayments	
Particulars	Loan No.	Interest %		Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget
			\$	\$	\$	\$	\$	\$	\$	\$	\$
Governance											
Administration Centre	105	4.01%	148,485	0	0	0	148,485	148,485	0	0	10,206
Education and welfare											
Childcare Centre	100	6.42%	64,728	0	0	0	20,228	64,728	44,500	0	5,075
Housing											
3 Pecan Place	94	6.45%	147,872	0	0	0	17,321	147,872	130,551	0	10,328
34 Hill Street	97	6.45%	149,962	0	0	0	17,566	149,962	132,396	0	10,474
Recreation and culture											
Recreation Centre	106	3.36%	528,888	0	0	0	68,217	528,888	460,671	0	19,438
Recreation Centre	107	1.56%	716,140	0	0	0	97,599	716,140	618,541	0	12,298
Total			1,756,075	0	0	0	369,416	1,756,075	1,386,659	0	67,819
Current borrowings			369,416					369,416			
Non-current borrowings			1,386,659					1,386,659			
			1,756,075					1,756,075			

All debenture repayments were financed by general purpose revenue.

KEY INFORMATION

All loans and borrowings are initially recognised at the fair value of the consideration received less directly attributable transaction costs. After initial recognition, interest-bearing loans and borrowings are subsequently measured at amortised cost using the effective interest method. Fees paid on the establishment of loan facilities that are yield related are included as part of the carrying amount of the loans and borrowings.



Principal Repayments	\$0
Interest Earned	\$9,431
Interest Expense	\$0
Reserves Balance	\$2,041,385
Loans Due	\$1,756,075

SHIRE OF BODDINGTON
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 AUGUST 2023

10 GRANTS, SUBSIDIES AND CONTRIBUTIONS

Provider	Unspent grants, subsidies and contributions liability				Grants, subsidies & contribution revenue				
	Liability	Increase	Decrease	Liability	YTD	Adopted	Budget		YTD
	1 Jul 23	in Liability	in Liability	31 Aug 23	Budget	Budget	Variations	Expected	Revenue
	\$	\$	(As revenue)	\$	\$	\$	\$	\$	Actual
Operating grants, subsidies and contributions									
General purpose funding									
Federal Grant - General Purpose	0	0	0	0	882	3,526	0	3,526	4,192
Federal Grant - Local Roads				0	3,311	13,243	0	13,243	0
Law, order, public safety									
DFES - Fire Brigade Operating Grant	0	0	0	0	15,298	61,190	0	61,190	15,533
Mitigation Activity Grant	0	0	0	0	3,250	19,500	0	19,500	8,500
DFES - SES Operating Grant	0	0	0	0	7,650	30,600	0	30,600	7,414
Abandoned Vehicles	0	0	0	0	0	500	0	500	0
Education and welfare									
Seniors - Living Stronger/Longer	0	0	0	0	666	4,000	0	4,000	559
Welfare Grants	0	0	0	0	666	4,000	0	4,000	0
Recreation and culture									
South 32 - Events Contribution	0	0	0	0	25,000	35,500	0	35,500	25,000
Mountain Bike Trail Funding	0	0	0	0	0	0	0	0	0
Library Childrens Week Grant	0	0	0	0	0	0	0	0	0
Better Beginnings Grant	0	0	0	0	0	0	0	0	0
Thank a Volunteer	0	0	0	0	500	3,000	0	3,000	0
Australia Day Grant	0	0	0	0	0		0	0	0
Transport									
Main Roads - Direct Road Grant	0	0	0	0	63,776	63,776	0	63,776	63,776
Road Safety Alliance	150,897	0	0	150,897	0	0	0	0	0
Economic services									
Contributions Area Promotion & Tourism	0	0	0	0	166	1,000	0	1,000	0
South 32 Cultural Centre	1,905,059	0	0	1,905,059	0	100,000	0	100,000	0
	2,055,956	0	0	2,055,956	121,164	339,835	0	339,835	124,975
Non-operating contributions									
General purpose funding									
LRCI - Darminning Pool Upgrades	0	0	0	0	0	170,596	0	170,596	0
LRCI - Main Street Revitalisation	53,482	0	0	53,482	0	141,192	0	141,192	0
Recreation and culture									
Community Gym	100,000	0	0	100,000	0	100,000	0	100,000	0
Mountain Bike Funding	0	0	0	0	0	490,000	0	490,000	0
Community Club - Playground	0	0	0	0	0	93,600	0	93,600	0
Bowling Club - Resurface Bowling Green	0	0	0	0	0	54,896	0	54,896	0
Peel Devt. Comm - Rail Trail Grant	13,414	0	0	13,414				0	
Transport									
Footpath Grant	0	0	0	0	0	50,000	0	50,000	0
Main Street Revitalisation Project	500,000	0	0	500,000	0	1,703,400	0	1,703,400	0
EV Charging Stations	0	0	0	0	0	17,513	0	17,513	0
Roads to Recovery Funding	0	0	0	0	0	161,639	0	161,639	0
Regional Road Group Funding	112,159	284,000	0	396,159	0	893,841	0	893,841	0
Special Bridge Funding	402,000	0	0	402,000	0	0	0	0	0
	1,181,055	284,000	0	1,465,055	0	3,876,677	0	3,876,677	0
TOTALS	3,237,011	284,000	0	3,521,011	121,164	4,216,512	0	4,216,512	124,975

9.4 COMMUNITY AND ECONOMIC DEVELOPMENT

9.4.1 Boddington Community Gym Project

File Reference:	3.0017
Applicant:	Not applicable
Disclosure of Interest:	Not applicable
Author:	Coordinator Community & Economic Development
Attachments:	9.4.1A Boddington Community Gym Fees and Charges 9.4.1B Boddington Community Gym Name Suggestions

Summary

Council is requested to approve Fees and Charges for the Boddington Community Gym, as well as approve the shortlist of names for the facility, following a period of community consultation.

Background

The Community Gym project is currently underway, with an anticipated opening planned between December 2023 and February 2024. As this is a new service, the Shire currently does not have Fees and Charges set for gym membership. New fees and charges adopted outside of the budget process must be endorsed by Council and advertised through the Public Notice provisions.

The Shire has also recently undertaken community consultation in relation to the proposed name of the gym. The results of the community consultation are provided to Council as a part of this Item.

Comment

A survey was facilitated during 2022 to formally quantify the need to establish and operate a Community Gym in Boddington. The survey unpacked the community's expectations, as well as assisted in understanding the types of uses from the space. The survey attracted 110 respondents comprising 107 local residents and 3 non-residents who work a drive-in drive-out roster. Participants were asked to indicate their personal capacity to spend per month for a Community Gym membership. A summary of the responses is as follows:

Per Month	Responses
\$25	43.64%
\$30	34.55%
\$35	16.36%
\$40	24.55%

The Community Gym is intended to function as a user-pay service with annual operational costs recovered by membership fees. The Administration previously drafted an operating budget for the Community Gym. The total annual expenditure to operate the facility was estimated to be \$28,496 (see attached). This estimate is inclusive of a pro-rata contribution to enter a financial reserve, to fund the end of life replacement for the equipment following 10 years of service. The total annual expenditure can be recovered through minimum annual income of \$30,000 comprising 100 memberships at \$300 each per year (\$25 per month). It is acknowledged these costings are provided as a guide only and are subject to change.

It is common practice in the fitness industry for gym facilities to charge a joining fee for new

members which includes the cost of an induction with a Personal Trainer, provision of a key card to access the facility, as well as factor in Shire Administration time. Should the member cancel their membership, a new joining fee is generally payable when registering a new membership after 12 months since cancellation.

Membership contract fees can either be via direct debit, or an upfront payment (usually for a 3 month duration). Direct debit is a subscription model whereby the member pays a smaller amount over an ongoing period of time. The upfront payment option is set proportionately higher than the direct debit, due to the uncertainty of the member continuing their membership after the initial contract period. Refer to the examples below of other local government pricing structures which increase their direct debit price by approximately 25% to determine the pre-paid price:

Gym Membership	City of Mandurah	Shire of Murray	Shire of Narrogin
Fortnightly direct debit	\$31.00	\$27.87	\$32.00
3 months pre-paid (fortnightly pro rata amount)	\$41.17 pf (\$247)	\$35.75 pf (\$214.50)	Not offered

A membership structure is proposed, based on \$25 *per month* for standard direct debit to align with community expectation. It is also proposed to include provision of discounted pricing for concession card holder and youth to support access to health and wellbeing in specific population groups, including seniors, people living with disability, and young people. The 3 month upfront fee includes a 25% increase on top of the monthly direct debit price to align with the approach undertaken by other Local Governments.

Item	Membership	Fee (\$)	Comments
Joining Fee	-	\$60	Induction and Access Card
Monthly direct debit	Standard	\$25	Based on initial survey results
Monthly direct debit	Youth	\$20	20% discount of standard rate
Monthly direct debit	Concession	\$20	20% discount of standard rate
3 month upfront	Standard	\$94 (\$31.33 pm)	25% increase to direct debit
3 month upfront	Youth	\$75 (\$25 pm)	25% increase to direct debit
3 month upfront	Concession	\$75 (\$25 pm)	25% increase to direct debit

During planning 'Boddington Community Gym' has been a working title and a permanent name is needed ahead of the facility opening in summer 2023-24. In August 2023, residents were invited to submit suggestions for the official name of the Boddington Community Gym. The intention was for the responses to be collated for Council to determine a shortlist which would then be used as a basis for a public vote to determine the final name. At the time of the formal submission period closing, a total of 26 submissions comprising 38 suggestions were received. A list of submissions is attached (9.4.1B). The submissions received comprise a variety of suggestions including remaining with 'Community Gym', and engaging in a play on words of Boddington with a fitness connotation, naming after local person, referencing mining, or 'meme speak'.

To determine a shortlist, the conventions of a good name were considered. For instance, the permanent name should clearly and specifically describe the concept it represents to the broadest audience possible. Another consideration, is that the name should enhance the effectiveness and efficiency of searching for the facility, whether it be in documentation, via an

online source or by memory recall.

While some clever names were submitted, it is proposed to not progress names which use humour or cultural references, as it may undermine the facility's searchability, consistency and appeal to a whole of community demographic. It is also important to consider the name of the facility to be appropriate to the circumstances of present and future market conditions.

The suggested shortlist to be presented to the community for a public vote is proposed to be:

- Boddington Gym
- BoddyGym
- BoddFit
- BoddyWorx

Consultation

Residents have been engaged in both the fees and charges and naming suggestions. The initial Community Gym Survey was facilitated during April 2022, and the Community Gym Name consultation was undertaken during August 2023.

Strategic Implications

Nil

Legislative Implications

Local Government Act 1995

6.16 . Imposition of fees and charges

(3) Fees and charges are to be imposed when adopting the annual budget but may be:

(a) imposed* during a financial year; and

(b) amended* from time to time during a financial year.

* Absolute majority required.

Policy Implications

Nil

Financial Implications

Nil

Economic Implications

The Boddington Community Gym will enrich the lifestyle for residents and would leverage Boddington as a community of choice to live, work, invest and play. Fitness facilities are a preventative health measure with mental health benefits that have links to increasing productivity, decreasing worker absenteeism, as well as decreasing in compensation claims and injuries. The Boddington Community Gym will also generate employment opportunities for local Personal Trainers to provide inductions for new members, or ongoing one-on-one sessions.

Social Implications

The Boddington Community Gym functions as a community connector and meeting place for

friends to exercise together irrespective of their fitness interests or goals. The Boddington Community Gym also instils a sense of community by foraging new connections and expand one's current social network to include others with similar values. This common ground is the basis for meaningful exchange to contribute positively toward physical and emotional wellbeing.

Environmental Considerations

Nil

Risk Considerations

Risk Statement and Consequence	The risk of not approving this item is delaying the project's timeframe to be open to the community. A secondary risk is not providing an appropriate level of fees and charges that cover the costs of providing the service.
Risk Rating (prior to treatment or control)	Moderate
Principal Risk Theme	Reputation
Risk Action Plan (controls or treatment proposed)	Nil

Options

1. Approve the proposed fees and charges as attached.
2. Modify the proposed fees and charges to higher or lower amounts
3. Approve the facility name shortlist as attached.
4. Modify the name shortlist.
5. Determine a name without going to a public vote.

Voting Requirements

Absolute Majority

Officer Recommendation and Council Decision

COUNCIL RESOLUTION: 112/23

Moved: Cr L Lewis

Seconded: Cr A Ryley

That Council:

1. **Approve the following Fees and Charges for the Boddington Community Gym.**
 - a. **Joining Fee** **\$60**
 - b. **Monthly direct debit** **\$25**
 - c. **Monthly direct debit (youth)** **\$20**
 - d. **Monthly direct debit (concession)** **\$20**
 - e. **3 month upfront** **\$94**
 - f. **3 month upfront (youth)** **\$75**
 - g. **3 month upfront (concession)** **\$75**
2. **Approve the following shortlist of names for community consultation, noting the name with the highest number of votes is to be selected:**
 - o **Boddington Gym**

- **BoddyGym**
- **BoddFit**
- **BoddyWorx**

Carried: 7-0

For: Cr Ventris, Cr Smalberger, Cr Erasmus, Cr Lewis, Cr Ryley, Cr Schreiber, Cr Webster

Against: Nil

Boddington Community Gym

Proposed Fees and Charges

Proposed Fees and Charges

Item	Membership	Fee (\$)	Informing
Joining Fee	-	\$60	Cost of Personal Trainer Cost of Access Card Cost of staff time
Monthly direct debit	Standard	\$25	Based on initial survey results
Monthly direct debit	Youth	\$20	20% discount of standard rate for direct debit
Monthly direct debit	Concession	\$20	20% discount of standard rate for direct debit
3 month upfront	Standard	\$94	25% increase to direct debit equivalent
3 month upfront	Youth	\$75	20% discount of standard rate for 3 month upfront
3 month upfront	Concession	\$75	20% discount of standard rate for 3 month upfront

Forecasted Annual Income and Expenditure

It is acknowledged these costings are provided as a guide only and are subject to change.

A summary of annual expenditure is below:

Item	Description	Amount
Gym Equipment Servicing	2 visits per year	\$1,500
Fitness Australia	Business Registration \$650 for 12 months	\$650
Access Control - CCTV	Servicing Camera, radio, server and electrical audit	\$850
Access Control - Member Swipe Cards	50 for \$350, estimating 100 required each year	\$700
Electricity	Estimated \$540 per month	\$6,480
Cleaning	Estimated \$515 per month	\$6,180
Contribution toward end of life replacement	10% of the equipment purchase price	\$5,000
Repairs and maintenance	Various operational maintenance items	\$5,000
Contingency	10% contingency	\$2,136
Total	Total Annual Expenditure	\$28,496

A summary of annual income is below:

Item	Description	Amount
Membership Fees (average)	\$300 x 100 members	\$30,000
Total	Total Annual Expenditure	\$30,000

Boddington Community Gym

Name Consultation Submissions and Shortlist

Names in green are suggested to be shortlisted:

- Boddington Community Gym
- Gym's Place
- The Boddy Hub
- BoddyFit (2)
- Bodd Power
- Boddington Fitness
- Boddy's Gym (2)
- BoddFit Community Gym
- The Ken Austic Jnr Community Gym
- Gymmy McGymFace
- The Body Fitness Centre
- Boddington Gym
- Gold Rocks Gym
- Boddi Build Gym
- Pumped Up Boddington
- Outback Weights Boddington
- ActiveBod
- Bodies of Bodd
- Boddyworx
- Beautiful Boddz
- Bodd Balance
- Miner Gains
- Miner Flex
- Bodds & Quads Fitness
- Bodd 4 Life Gym
- Bodd's Goodlife Fitness
- Boddyworx
- Bullion Bodies Gym (or play on words i.e. Boddy's)
- Gold & Gains Gym
- Mined to Muscle Gym
- Forged From Fitness Centre
- Gyms Bodd
- FIT BODD
- Boddy Gym
- Bodd-E-wise Gym
- Boddington Gold
- Gym-ya-Bodd
- Fit Bodds
- The Fit Pit
- Bodfit Gym
- Bodd in tone

9.4.2 Boddington Swimming Club Fee Waiver Request 2023-24

File Reference:	3.0080
Applicant:	Boddington Swimming Club
Disclosure of Interest:	Nil
Author:	Coordinator Community and Economic Development
Attachments:	Nil

Summary

Council is requested to consider a request from Boddington Swimming Pool to waive facility hire fees for the Boddington Swimming Pool for the 2023/24 pool season, to conduct learn to swim classes for children and youth community members.

Background

Boddington Swimming Club is a not for profit organisation aiming to promote the benefits of swimming for children and young people.

The Shire's previous *Facility Hire Charges* policy enabled the Administration to provide a Shire-managed facility, normally provided on a "hire for use" basis, free for a non-profit community group where the activity being conducted will benefit the children or youth of the Shire of Boddington. The Boddington Swimming Pool was one of the eligible facilities and the Boddington Swimming Club previously operated within this arrangement since 2015. With removal of the Policy, and the total hire fee for the 2023-24 season being higher than the delegated authority for waivers, Council's authorisation is required to approve Boddington Swimming Club's request to waive facility hire fees.

Boddington Swimming Club intends to deliver 2 x 2 hour sessions per week during Term 4, a portion of the summer school holidays, as well as during Term 1. Two lanes will be required and based on \$10.50 per lane per hour. The facility hire fees relevant to this request are below:

Dates	Time	Cost	Total
16 October 2023 – 8 April 2024	4 hours (2 hours x 2 sessions per week) 23 weeks	\$10.50 x 2 lanes x 4 hours (\$84 x 23 weeks)	\$1,932

Members and spectators attending the Boddington Swimming Pool to participate in Boddington Swimming Club pay entry fees either at the casual rate, or by utilising their season pass. It is common practice in the Sport and Recreation industry for clubs hiring lanes at a Swimming Pool to pay both lane hire and entry fees, as staff are required to supervise the facility in contrast to other clubs which hire unmanned facilities such as an Oval or Recreation Centre. With removal of the lane hire fees, Swimming Club members will still be paying entry fees.

Below is a summary of annual income and expenditure incurred from operating Boddington Swimming Club:

Income	
Registration Fee (\$105 x 20 members)	\$2,100
Expenditure	
Swimming WA affiliation fee	\$525
Coaching Fees	\$1,300
Net income	\$275

The request to waive facility hire only requests support for the 2023-24 season, however, due to the likelihood that this will be an annual request, a three year waiver is proposed to assist the Boddington Swimming Club with forward planning.

Comment

Participation in active recreation contributes to an individual's mental and physical wellbeing, and the development of strong networks and support structures within the community. Boddington Swimming Club's activities are beneficial to creating an active Boddington community, while enhancing water safety and supporting the Shire's Council Plan. Boddington Swimming Club has experienced declining membership during recent years, so approving the request for the 2023-24 financial year could act as a short term member recruitment exercise. A learn to swim service strengthens the foundation of the participation pathway to enable participants to progress to a competitive level. Increasing the registration fees to offset lane hire fees may reduce accessibility.

If the fee waiver is approved, the Boddington Swimming Club will be encouraged to acknowledge the sponsorship the Shire is providing in any promotional materials (e.g. flyers and social media).

Consultation

Nil

Strategic Implications

Performance Area	People
Outcome	2. A healthy and active community.
Objective	2.2 Grow participation in sport, recreation and leisure activities.

Legislative Implications

Local Government Act 1995
Section 6.12 Power to defer, grant discounts, waive or write off debts

Policy Implications

Nil

Financial Implications

No income from the Boddington Swimming Club was anticipated, and therefore, the recommendation will have no financial impact on the 2023/24 Budget.

Economic Implications

Nil

Social Implications

Participation in active recreation contributes to an individual's mental and physical wellbeing, and the development of strong networks and support structures within the community.

Environmental Considerations

Nil

Risk Considerations

Risk Statement and Consequence	Approving the request to waive facility hire fees for Boddington Swimming Pool may create an unintentional precedent for other not for profit organisations to seek a waiver for delivering services from Boddington Swimming Pool.
Risk Rating (prior to treatment or control)	Medium
Principal Risk Theme	Reputational
Risk Action Plan (controls or treatment proposed)	No further actions proposed.

Options

1. Approve the request to waive facility hire for the Boddington Swimming Club for the full amount for the next three years.
2. Approve the request for a lesser amount.
3. Approve the request for a lesser duration
4. Reject the request to waive facility hire for the Boddington Swimming Club.

Voting Requirements

Absolute Majority

Officer Recommendation and Council Decision

COUNCIL RESOLUTION: 113/23

Moved: Cr L Lewis

Seconded: Cr E Schreiber

That Council approves the request to waive facility hires for Boddington Swimming Club's use of Boddington Swimming Pool for three years, commencing from the start of the 2023-24 pool season, and concluding at the end of the 2025-26 pool season.

Carried: 7-0

For: Cr Ventris, Cr Smalberger, Cr Erasmus, Cr Lewis, Cr Ryley, Cr Schreiber, Cr Webster

Against: Nil

9.4.3 Boddington Community Markets Facility Hire Waiver Request

File Reference: 3.0016
Applicant: Boddington Community Markets
Disclosure of Interest: Nil
Author: Coordinator Community and Economic Development
Attachments: Nil

Summary

Council is requested to approve the waiver of facility hire fees for the Boddington Community Markets for events in 2023 and 2024.

Background

Boddington Community Markets is a not for profit organisation committed to delivering five community market events per year the Old School Oval. On average 30 stalls attend each community market event, offering a diverse and unique range of retail and food stalls, as well as community fundraisers. The community market event during the Rodeo weekend attracts over 60 stalls. The Boddington Community Markets have indicated 100-300 people, comprising residents and visitors, attend each community market event.

The Boddington Community Markets have requested a facility hire waiver for events in the 2023 and 2024 calendar years on the grounds of their financial sustainability.

Comment

To attract stallholders to Boddington, it is understood the Boddington Community Markets charge only a small stallholder fee, due to the travel required to attend events in Boddington. Stallholders travel from Mandurah, Rockingham, Perth, Waroona, Pingelly, Wandering, Williams, Collie and Dumbleyung.

The facility hire fee reduces the capacity of Boddington Community Markets to provide free or subsidised children's activities and general event entertainment to enhance the event experience. Generally the children's activities have included bouncy castles, face painting, as well as engagement from community groups to deliver activities, including Boddington Family Support Group and Boddington Eco Club. The Boddington Women's Shed and Boddington Men's Shed have also been engaged to create additional entertainment items including giant Jenga and Noughts and Crosses. The general event entertainment has also included free live music.

The retrospective facility hire fees requested to be waived is as follows:

Facility	Hire	Total
Boddington Old School Oval	\$124 x 2 days • 5 March 2023 • 7 May 2023	\$248
Total		\$248

The facility hire fees requested to be waived for upcoming events are as follows:

Facility	Hire	Total
Boddington Old School Oval	\$124 x 8 days • 8 October 2023	\$992

	<ul style="list-style-type: none"> • 4 November 2023 • 3 December 2023 • TBC March 2024 • TBC May 2024 • TBC October 2024 • TBC November 2024 • TBC December 2024 	
Total		\$992

The total requested amount to be waived is \$1,240.

Below is a summary of annual expenditure incurred from operating Boddington Community Markets:

- Upgrade of Equipment \$500
- Repairs and Maintenance \$200
- Gas \$100
- General Supplies \$150
- Insurance \$700

Below are examples of per event expenditure to deliver the Boddington Community Markets:

- Bouncy Castle \$600
- Live Music \$500
- Advertising \$150
- Food and Beverage \$500

The Boddington Community Markets have also donated event revenue to other community groups including \$1,000 to Boddington RSL and \$100 to Boddington Womens Shed. Event revenue is also used to continuously improve the community market events with additional purchases including a BBQ, children's equipment, gazebos, signage, as well as tables and chairs.

The request to waive facility hire charges, only relates to the 2023 and 2024 events, however, a longer term arrangement is proposed to assist the Boddington Community Markets with forward planning.

The Boddington Community Markets maintain connection with a network of stallholders which attract niche followers to Boddington to purchase their products. Hence the Boddington Community Markets is supporting the Shire's Council Plan. If the fee waiver is approved, the Boddington Community Markets will be encouraged to acknowledge the sponsorship that the Shire is providing in any promotional materials (e.g. flyers and social media).

Consultation

Consultation has occurred with Boddington Community Markets.

Strategic Implications

Performance Area	People
Outcome	2. A healthy and active community.
Objective	2.2 Grow participation in sport, recreation and leisure activities.

Legislative Implications

Local Government Act 1995

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

Policy Implications

Nil

Financial Implications

Approving the request will forgo unbudgeted income totalling \$1,240.

Economic Implications

Events reinforce the local economic multiplier effect for local businesses, as a result of increase visitation during a specific timeframe.

Social Implications

Participation in the events contributes to an individual's mental and physical wellbeing, as well as the development of strong networks and support structures within the community.

Environmental Considerations

Nil

Risk Considerations

Risk Statement and Consequence	Approving the request to waive facility hire fees for Boddington Community Markets may create an unintentional precedent for other not for profit organisations to seek a waiver.
Risk Rating (prior to treatment or control)	Medium
Principal Risk Theme	Reputational
Risk Action Plan (controls or treatment proposed)	No further actions proposed.

Options

1. Approve the request to waive facility hire for the full amount for the Boddington Community Markets for three years commencing 2023.
2. Approve the request for a lesser duration.
3. Approve the request for a lesser amount.
4. Reject the request to waive facility hire for the Boddington Community Markets.

Voting Requirements

Absolute Majority

Officer Recommendation and Council Decision

COUNCIL RESOLUTION: 114/23

Moved: Cr E Schreiber

Seconded: Cr A Ryley

That Council approves the Boddington Community Markets request to waive facility hire fees in relation to the use of the Boddington Old School Oval, commencing in January 2023 and ending June 2026.

Carried: 7-0

For: Cr Ventris, Cr Smalberger, Cr Erasmus, Cr Lewis, Cr Ryley, Cr Schreiber, Cr Webster

Against: Nil

9.5 WORKS AND SERVICES

Nil

10. ELECTED MEMBERS' MOTION OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil

11. URGENT BUSINESS WITHOUT NOTICE WITH THE APPROVAL OF THE PRESIDENT OR MEETING

Nil

12. CONFIDENTIAL ITEMS

Officer Recommendation and Council Decision

COUNCIL RESOLUTION: 115/23

Moved: Cr L Lewis

Seconded: Cr E Schreiber

That, in accordance with Section 5.23(2)(c) of the Local Government Act 1995, which permits the meeting to be closed to the public for business relating to the following: (a) a matter affecting an employee or employees; Council declares the meeting closed to the public at 6.09pm.

Carried: 7-0

For: Cr Ventris, Cr Smalberger, Cr Erasmus, Cr Lewis, Cr Ryley, Cr Schreiber, Cr Webster

Against: Nil

12.1 Chief Executive Officer Annual Performance Review

File Reference: 2.075
Applicant: Not Applicable
Disclosure of Interest: Financial – this report includes discussion about the CEO's remuneration
Author: Chief Executive Officer
Attachments: 12.1A 2023 CEO Review (Independent Reviewer Report)

Officer Recommendation and Council Decision

COUNCIL RESOLUTION: 116/23

Moved: Cr I Webster

Seconded: Cr C Erasmus

That Council endorse the Recommendation on page 5 of the Confidential CEO Performance Review Report, contained as Attachment 12.1A.

Carried: 7-0

For: Cr Ventris, Cr Smalberger, Cr Erasmus, Cr Lewis, Cr Ryley, Cr Schreiber, Cr Webster

Against: Nil

Officer Recommendation and Council Decision

COUNCIL RESOLUTION: 117/23

Moved: Cr I Webster

Seconded: Cr C Erasmus

That Council re-opens the meeting to members of the public at 6.14pm.

Carried: 7-0

For: Cr Ventris, Cr Smalberger, Cr Erasmus, Cr Lewis, Cr Ryley, Cr Schreiber, Cr Webster

Against: Nil

13. CLOSURE OF MEETING

There being no further business, Cr Garry Ventris, Shire President, declared the meeting closed at 6.15pm.

These minutes were confirmed by the Council as a true and accurate record at the Ordinary Council Meeting on 28 September 2023.



GARRY VENTRIS
(Shire President)