



Shire of  
**Perenjori**  
Embrace Opportunity

Shire of Perenjori – Ordinary Council Meeting

# AGENDA

Thursday 20 February 2025



## NOTICE OF AN ORDINARY COUNCIL MEETING

Dear Council Member,

The next Ordinary Meeting of the Shire of Perenjori will be held on Thursday 20 February 2025 in the Shire of Perenjori Council Chambers, Perenjori WA 6620, commencing at 3.00 pm.

A handwritten signature in black ink, appearing to read 'Paul Anderson', is positioned above the printed name.

Paul Anderson

**CHIEF EXECUTIVE OFFICER**

Date: 14 February 2025

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## Council Roles

### **Advocacy:**

When Council advocates on its own behalf or on behalf of its community to another level of government /body /agency.

### **Executive/Strategic:**

The substantial direction setting and oversight role of the Council e.g. Adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.

### **Legislative:**

Includes adopting local laws, town planning schemes and policies.

### **Review:**

When Council reviews decisions made by Officers.

### **Quasi-Judicial:**

When Council determines an application/matter that directly affects a person's rights and interests. The Judicial character arises from the obligations to abide by the principles of natural justice.

Examples of Quasi-Judicial authority include town planning applications, building licences, applications for other permits/licences (e.g.: under Health Act, Dog Act or Local Laws) and other decisions that may be appealable to the State Administrative Tribunal.

## Disclaimer

"Any statement, comment or decision made at a Council or Committee meeting regarding any application for an approval, consent or licence, including a resolution of approval, is not effective as an approval of any application and must not be relied upon as such.

Any person or entity that has an application before the Shire must obtain, and should only rely on, written notice of the Shire's decision and any conditions attaching to the decision and cannot treat as an approval anything said or done at a Council or Committee meeting.

Any advice provided by an employee of the Shire on the operation of a written law, or the performance of a function by the Shire, is provided in the capacity of an employee, and to the best of that person's knowledge and ability. It does not constitute, and should not be relied upon, as a legal advice or representation by the Shire. Any advice on a matter of law, or anything sought to be relied upon as a representation by the Shire should be sought in writing and should make clear the purpose of the request."



## Shire of Perenjori

Agenda for the Shire of Perenjori Ordinary Meeting of Council to be held on Thursday, 20 February 2025, at the Shire of Perenjori Council Chambers, Perenjori WA 6620, commencing at 3.00 pm.

### 1. Declaration of Opening/Announcement of Visitors:

The Shire President to declare the meeting open and welcome those in attendance.

### Acknowledgement of Traditional Custodians: -

As per the Shire of Perenjori Policy (N° 1021) we wish to acknowledge the traditional owners of the land upon which the Shire of Perenjori is situated and to demonstrate respect for the original custodians.

***I respectfully acknowledge the past and present traditional owners of the land on which we are meeting, the Badimia people. It is a privilege to be standing on Badimia country.***

### 2. Audio Recording of Proceedings

In accordance with r.14I of the *Local Government (Administration) Regulations 1996*, this meeting will be recorded and made publicly available on the Shire's website, with publication of meeting minutes.

### 3. Opening Prayer:

The Shire President to read the opening prayer.

Acknowledgment of Pioneers;

***I acknowledge the pioneers who settled this country, developed the land and turned it into the productive country we know today.***

### 4. Disclaimer Reading:

As printed.

### 5. Record of Attendance/Apologies/Leave of Absence:

#### 5.1 ATTENDANCE:

Members:

Staff:

Distinguished Visitors:

Members of The Public:

Leave of Absence:

Apologies:

### 6. Public Question Time:

#### 6.1 RESPONSE TO QUESTIONS TAKEN ON NOTICE:

Insert Response

#### 6.2 QUESTIONS WITHOUT NOTICE:

Insert Question

**7. Applications for Leave of Absence:**

**7.1 APPLICATION/S FOR LEAVE OF ABSENCE:**

**OFFICER RECOMMENDATION**

**Council Resolution Number:**

**Moved:**

**Seconded:**

**That \_\_\_\_\_ be granted leave of absence for the meeting of \_\_\_\_\_**

**Motion put and carried / lost**

**For:**

**Against:**

**8. Confirmation of Minutes of Previous Meetings:**

**8.1 ORDINARY COUNCIL MEETING HELD ON 19 DECEMBER 2024**

**OFFICER RECOMMENDATION**

**Council Resolution Number:**

**Moved:**

**Seconded:**

**That the Minutes of the Ordinary Meeting of Council held on 19 December 2024, be confirmed as true and correct subject to no / the following corrections.**

**Motion put and carried / lost**

**For:**

**Against:**

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**9. Announcements by Presiding Member Without Discussion:**

**10. Petitions/Deputations/Presentations:**

**11. Announcements of Matters for Which Meeting May Be Closed:**

**12. Declaration of Interest:**

“Members should fill in Disclosure of Interest forms for items in which they have a financial, proximity or impartiality interest and forward these to the Presiding Member before the meeting commences.”



Shire of  
**Perenjori**  
Embrace Opportunity

Shire of Perenjori – Ordinary Council Meeting

# MINUTES

Thursday 19 December 2024



## NOTICE OF AN ORDINARY COUNCIL MEETING

Dear Council Member,

The next Ordinary Meeting of the Shire of Perenjori will be held on Thursday 19 December 2024 in the Shire of Perenjori Council Chambers, Perenjori WA 6620, commencing at 3.00 pm.

Paul Anderson

**CHIEF EXECUTIVE OFFICER**

Date: 13 December 2024

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When Council advocates on its own behalf or on behalf of its community to another level of government /body /agency.

### **Executive/Strategic:**

The substantial direction setting and oversight role of the Council e.g. Adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.

### **Legislative:**

Includes adopting local laws, town planning schemes and policies.

### **Review:**

When Council reviews decisions made by Officers.

### **Quasi-Judicial:**

When Council determines an application/matter that directly affects a person's rights and interests. The Judicial character arises from the obligations to abide by the principles of natural justice.

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## Disclaimer

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Any person or entity that has an application before the Shire must obtain, and should only rely on, written notice of the Shire's decision and any conditions attaching to the decision and cannot treat as an approval anything said or done at a Council or Committee meeting.

Any advice provided by an employee of the Shire on the operation of a written law, or the performance of a function by the Shire, is provided in the capacity of an employee, and to the best of that person's knowledge and ability. It does not constitute, and should not be relied upon, as a legal advice or representation by the Shire. Any advice on a matter of law, or anything sought to be relied upon as a representation by the Shire should be sought in writing and should make clear the purpose of the request."

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# Shire of Perenjori

Minutes for the Shire of Perenjori Ordinary Meeting of Council held on Thursday, 19 December 2024, at the Shire of Perenjori Council Chambers, Perenjori WA 6620.

## 1. Declaration of Opening/Announcement of Visitors:

The Shire President declared the meeting open and welcomed those in attendance at 3.16pm.

### Acknowledgement of Traditional Custodians: -

As per the Shire of Perenjori Policy (N° 1021) we wish to acknowledge the traditional owners of the land upon which the Shire of Perenjori is situated and to demonstrate respect for the original custodians.

***I respectfully acknowledge the past and present traditional owners of the land on which we are meeting, the Badimia people. It is a privilege to be standing on Badimia country.***

## 2. Opening Prayer:

The Shire President read the opening prayer.

Acknowledgment of Pioneers:

***I acknowledge the pioneers who settled this country, developed the land and turned it into the productive country we know today.***

## 3. Disclaimer Reading:

As printed.

## 4. Record of Attendance/Apologies/Leave of Absence:

### 4.1 ATTENDANCE:

Members:	Cr Jude Sutherland (President) Cr Les Hepworth (Deputy President) Cr Daniel Bradford Cr Andrew Fraser Cr Colin Bryant Cr Brian Campbell Cr Dael Sparkman
Staff:	Paul Anderson (Chief Executive Officer) Nola Comerford (Manager Corporate Community Services) Marty Noordhof (Manager Infrastructure Services)
Distinguished Visitors:	Nil
Members of The Public:	Nil
Leave of Absence:	Nil
Apologies:	Nil

## 5. Public Question Time:

### 5.1 RESPONSE TO QUESTIONS TAKEN ON NOTICE:

Nil

### 5.2 QUESTIONS WITHOUT NOTICE:

Nil

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**6. Applications for Leave of Absence:**

**6.1 APPLICATION/S FOR LEAVE OF ABSENCE:**

Nil

**7. Confirmation of Minutes of Previous Meetings:**

**7.1 ORDINARY COUNCIL MEETING HELD ON 21 NOVEMBER 2024**

**COUNCIL DECISION**

**Council Resolution Number: 191224.6**

**Moved: Cr Fraser**

**Seconded: Sparkman**

**That the Minutes of the Ordinary Meeting of Council held on 21 November 2024, be confirmed as true and correct subject to no corrections.**

**Motion put and carried 7/0**

**For: Cr Sutherland, Cr Hepworth, Cr Bryant, Cr Sparkman, Cr Bradford, Cr Fraser, Cr Campbell**

**Against: Nil**

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**8. Announcements by Presiding Member Without Discussion:**

Congratulations to the Finance and Administration team on another successful audit.

**9. Petitions/Deputations/Presentations:**

Nil

**10. Announcements of Matters for Which Meeting May Be Closed:**

In accordance with Section 5.23(2) of the Local Government Act 1995, the meeting was closed to the members of the public for one item as the following sub-section applies:

*A matter that if disclosed, would reveal –*

*Information that has a commercial value to a person; or*

*Information about the business, professional, commercial or financial affairs of a person.*

**Confidential Item 15.2 – Write Off General Rates**

**11. Declaration of Interest:**

Nil

## **12. Finance:**

### **12.1 MONTHLY FINANCIAL REPORT – 30 NOVEMBER 2024**

Applicant:	Shire of Perenjori
File:	ADM 0082
Report Date:	19 December 2024
Disclosure of Interest:	Nil
Voting Requirements:	Simple Majority
Author:	Ally Bryant – Finance Manager
Responsible Officer:	Paul Anderson – Chief Executive Officer
Attachments:	<a href="#">12.1.1 - Monthly Statement of Financial Activity for 30 November 2024</a>

#### **Summary**

This item recommends that Council receives the Financial Activity Statements for the periods ending 30 November 2024.

#### **Background**

Regulation 34 of the Local Government (Financial Management) Regulations 1996 requires local governments to prepare a Monthly Statement of Financial Activity.

Recent changes to the Regulations require a focus on reporting and variance analysis by nature and type rather than by program. The Shire's reports have historically been prepared by both nature and type and program with the variance analysis done by program. All reports for 2024-25 to date have been prepared by both nature and type and program, but with the variance analysis being done by nature and type in compliance with the revised Regulations.

#### **Statutory Environment**

Regulation 34 of the Local Government (Financial Management) Regulations 1996 requires local governments to prepare a Monthly Statement of Financial Activity.

#### **Policy Implications**

Nil

#### **Consultation**

Nil

#### **Financial Implications**

Shown in the attached data.

#### **Strategic Community Plan**

Goal 4: A strong and diverse Council working closely with the proactive and involved community.

Strategic Objectives

4.6. The organisation, assets and finances of the Shire are managed responsibly

#### **Officer Comment**

The opening surplus for the year prior to the finalisation of the 2023-24 financial statements is \$3,357,709. As previously advised, this surplus is notionally deceiving as the State Government transferred 85% of its 2024-25 financial assistance grants (totalling \$2.496m) to the Shire in June 2024.

Operating revenue YTD is \$5,442,961 over budget by \$194,183.

Operating expenditure YTD is \$5,769,050, under budget by \$172,316.

Key variances between the YTD budget and actuals are explained in the attached report on pages 2-3.

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## **COUNCIL DECISION**

**Council Resolution Number: 191224.7**

**Moved: Cr Bradford**

**Seconded: Cr Hepworth**

**That the Monthly Financial Report to 30 November 2024 as attached be received.**

**Motion put and carried 7/0**

**For: Cr Sutherland, Cr Hepworth, Cr Bryant, Cr Sparkman, Cr Bradford, Cr Fraser, Cr Campbell**

**Against: Nil**

[Next Item](#)



## 12.2 SCHEDULE OF FINANCIAL ACTIVITY FOR THE PERIOD ENDED 30 NOVEMBER 2024

Applicant:	Shire of Perenjori
File:	ADM 0082
Report Date:	19 December 2024
Disclosure of Interest:	Nil
Voting Requirements:	Simple Majority
Author:	Gypsie Douglas – Finance Officer
Responsible Officer:	Ally Bryant – Finance Manager
Attachments:	<a href="#">12.2.1 - Accounts for Payment 30 November 2024</a> <a href="#">12.2.2 – Corporate Credit Card Statement &amp; Breakdown (NAB)</a>

### Summary

Council is presented the list of payments made from the Municipal, Trust and Reserve Accounts under delegation since the last Ordinary Council Meeting.

### Background

Council delegates authority to the Chief Executive Officer annually:

To make payments from Trust, Reserve and Municipal Fund;

To purchase goods and services to a value of not more than \$250,000;

### Legal Compliance

*Local Government Act 1995*

S6.5. Accounts and records

Local Government (Financial Management) Regulations 1996

R11. Payments, procedures for making etc.

R12. Payments from municipal fund or trust fund, restrictions on making

(1) A payment may only be made from the municipal fund or the trust fund —

(a) if the local government has delegated to the CEO the exercise of its power to make payments from those funds — by the CEO; or

(b) otherwise, if the payment is authorised in advance by a resolution of the council.

(2) The council must not authorise a payment from those funds until a list prepared under regulation 13(2) containing details of the accounts to be paid has been presented to the council.

S13. Payments from municipal fund or trust fund by CEO, CEO's duties as to etc.

(1) If the local government has delegated to the CEO the exercise of its power to make payments from the municipal fund or the trust fund, a list of accounts paid by the CEO is to be prepared each month showing for each account paid since the last such list was prepared —

(a) the payee's name; and

(b) the amount of the payment; and

(c) the date of the payment; and

(d) sufficient information to identify the transaction.

(2) A list of accounts for approval to be paid is to be prepared each month showing —

(a) for each account which requires council authorisation in that month —

(i) the payee's name; and

(ii) the amount of the payment; and

(iii) sufficient information to identify the transaction; and

(b) the date of the meeting of the council to which the list is to be presented.

(3) A list prepared under sub-regulation (1) or (2) is to be —

- (a) presented to the council at the next ordinary meeting of the council after the list is prepared; and
- (b) recorded in the minutes of that meeting.

### Policy Implications

Nil

### Council Policy Compliance

Payments are checked to ensure compliance with Council's Purchasing Policy Number 4007 – Procurement Policy.

### Financial Implications

All payments are made in accordance with the adopted annual budget.

### Strategic Community Plan

Goal 4: A strong and diverse Council working closely with the proactive and involved community.

4.6. The organisation, assets and finances of the Shire are managed responsibly.

### Consultation

Paul Anderson – Chief Executive Officer

Ally Bryant – Finance Manager

### Officer Comment

Accounts paid for the month ending 30 November 2024.

Municipal Account	
EFT 18160 - 18267	\$2,014,332.72
Direct Debits	\$167,239.57
Cheques	\$0.00
Corporate MasterCard	\$5,433.06
Bank Fees	\$ 0.00
<b>Total</b>	<b>\$2,187,005.35</b>

Trust Account – Mt Gibson Public Benefit Funds	
EFT – Transfer to another account (Close Term Deposit)	\$0.00
Cheques	\$0.00
Bank Fees	\$0.00
<b>Total</b>	<b>\$0.00</b>

Totalling **\$2,187,005.35** from *Municipal* and *Trust Accounts* for the month ending **30 November 2024**.

### COUNCIL DECISION

#### Council Resolution Number: 191224.8

Moved: Cr Fraser

Seconded: Cr Campbell

That the cheques and electronic payments as per the attached schedules of accounts for payment totaling \$2,187,005.35 (Two million, one hundred and eighty-seven thousand, and five dollars and thirty five cents) be accepted.

Motion put and carried 7/0

For: Cr Sutherland, Cr Hepworth, Cr Bryant, Cr Sparkman, Cr Bradford, Cr Fraser, Cr Campbell

Against: Nil

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### 13. Community Development and Services:

#### 13.1 QUARTERLY REPORT – COUNCIL PLAN

Applicant:	Shire of Perenjori
File:	ADM 0618
Date:	19 December 2024
Disclosure of Interest:	Nil
Voting Requirements:	Simple Majority
Author:	Nola Comerford – Manager Corporate and Community Services
Responsible Officer:	Paul Anderson – Chief Executive Officer
Attachments:	<a href="#">13.1.1 – Quarterly Report – Council Plan</a>

#### Summary

For Council to consider endorsement of the Strategic Community Plan/Corporate Business Plan (Council Plan) quarterly report.

#### Background

Council adopted the Strategic Community Plan and Corporate Business Plan (Council Plan) at the August 2022 Ordinary Council Meeting.

Section 5.56(1) of the *Local Government Act 1995* requires all local governments to have a plan for the future of the district, and under the Local Government (Administration) Regulations 1996, all local governments are required to have adopted two key documents – a Strategic Community Plan and a Corporate Business Plan. Together these documents drive the development of the local government's budget.

The Integrated Planning and Reporting Framework and Operational Guidelines (2016) issued the Department of Local Government, Sport and Cultural Industries (DLGSC), which guide the Strategic Community Plan and Corporate Business Plan process, require that regular monitoring and reporting of these plans are undertaken. Quarterly updates form part of this key reporting process.

#### Statutory Environment

*Local Government Act 1995 s5.56:*

5.56 Planning for the future

(1) A local government is to plan for the future of the district.

(2) A local government is to ensure that plans made under subsection (1) are in accordance with any regulations made about planning for the future of the district.

*Local Government (Administration) Regulations 1996*

(3) A local government is to review the current strategic community plan for its district at least once every 4 years.

#### Policy Implications

Nil

#### Consultation

Paul Anderson – Chief Executive Officer

Marty Noordhof – Manager Infrastructure Services

Ally Bryant – Finance Manager

#### Financial Implications

The cost of projects and actions contained within the Quarterly Report are as per the Annual Budget 2024/25.

#### Strategic Community Plan

Goal 4: A strong and diverse Council working closely with the proactive and involved community.

4.6. The organisation, assets and finances of the Shire are managed responsibly.

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**Officer Comment**

The Quarterly Report is designed to provide information on the progress and milestones of key goals in the Council Plan 2022-2032.

**COUNCIL DECISION**

**Council Resolution Number: 191224.9**

**Moved: Cr Hepworth**

**Seconded: Cr Sparkman**

**That Council receives the achievements against the actions in the Quarterly Council Plan for the period ending 31 December 2024.**

**Motion put and carried 7/0**

**For: Cr Sutherland, Cr Hepworth, Cr Bryant, Cr Sparkman, Cr Bradford, Cr Fraser, Cr Campbell**

**Against: Nil**

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## 14. Governance:

### 14.1 AUDIT FOR THE YEAR ENDED 30 JUNE 2024 – OFFICE OF THE AUDITOR GENERAL

Applicant:	Shire of Perenjori
File:	ADM 0339
Date:	19 December 2024
Disclosure of Interest:	Nil
Voting Requirements:	Absolute Majority
Author:	Bianca Plug – Governance & Executive Support Officer
Responsible Officer:	Paul Anderson – Chief Executive Officer
Attachments:	<a href="#">14.1.1 – Findings Identified During the Final Audit 30 June 2024</a> <a href="#">14.1.2 – Closing Independent Auditor's Report 2024</a> <a href="#">14.1.3 – Signed Financial Statements 30 June 2024</a> <a href="#">14.1.4 – OAG Letter CEO</a> <a href="#">14.1.5 – OAG Letter Shire President</a>

#### Summary

This report presents the closing Audit Reports for the 2023/24 financial year from the Office of the Auditor General.

#### Background

Audits are conducted annually and are presented to the Audit Committee prior to consideration by Council.

The Audit Committee plays an important role in advising Council on the conduct of the audit to ensure the proper financial management of the organisation.

The administration has the opportunity to highlight any corrective action proposed to be taken to address any identified shortcomings, with the requirements to report to the Audit Committee with a recommendation to Council to acknowledge the report and the action taken to correct the matters raised and report to the Auditor General the actions implemented.

#### Statutory Environment

Local Government Act 1995

7.12A. Duties of local government with respect to audits

(4) A local government must –

- (a) prepare a report addressing any matters identified as significant by the auditor in the audit report, and stating what action the local government has taken or intends to take with respect to each of those matters; and
- (b) give a copy of that report to the Minister within 3 months after the audit report is received by the local government.

#### Financial Implications

Nil

#### Strategic Community Plan

Goal 4: A strong and diverse Council working closely with the proactive and involved community

4.1. The community is well-informed and engaged

4.6. The organisation, assets and finances of the Shire are managed responsibly

#### Consultation

Paul Anderson – Chief Executive Officer

Ally Bryant – Finance Manager

Auditor General's Office

Nexia Australia

#### Officer Comment

The Audit has been completed and the findings identified in the Auditor's Management Letter.

The Auditor General's Report highlights 4 finds that have been identified in the Auditor's Management Letter.



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The manner in which the administration plans to address the issues raised in the Auditor General's Report and the Auditor's Management Comment are in the attached Auditor's Management Letter.

**COMMITTEE DECISION / RECOMMENDATION**

**Audit Committee Resolution Number: 191224.2**

**Moved: Cr Hepworth**

**Seconded: Cr Fraser**

**The Audit Committee recommends that Council:**

- 1. Accepts the Auditor's Financial Report for the financial year ending 30 June 2024.**
- 2. Notes the findings identified in the Auditor's Management Letter and the Officers responses to the issues raised.**
- 3. Notes the opinions expressed in the Independent Auditor's Report and the Officers responses to the issues raised.**
- 4. That a copy of the finalised Audit Committee Minutes be presented to the Minister and Auditor General.**

**Motion put and carried 7/0 by Absolute Majority**

**For: Cr Sutherland, Cr Hepworth, Cr Bryant, Cr Sparkman, Cr Bradford, Cr Fraser, Cr Campbell**

**Against: Nil**

**COUNCIL DECISION**

**Council Resolution Number: 191224.10**

**Moved: Cr Bradford**

**Seconded: Cr Hepworth**

**The Audit Committee recommends that Council:**

- 1. Accepts the Auditor's Financial Report for the financial year ending 30 June 2024.**
- 2. Notes the findings identified in the Auditor's Management Letter and the Officers responses to the issues raised.**
- 3. Notes the opinions expressed in the Independent Auditor's Report and the Officers responses to the issues raised.**
- 4. That a copy of the finalised Audit Committee Minutes be presented to the Minister and Auditor General.**

**Motion put and carried 7/0 by Absolute Majority**

**For: Cr Sutherland, Cr Hepworth, Cr Bryant, Cr Sparkman, Cr Bradford, Cr Fraser, Cr Campbell**

**Against: Nil**

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## 14.2 ACCEPTANCE AND ADOPTION OF ANNUAL REPORT – 2023/24

Applicant:	Shire of Perenjori
File:	ADM 0339
Date:	19 December 2024
Disclosure of Interest:	Nil
Voting Requirements:	Absolute Majority
Author:	Bianca Plug – Governance & Executive Support Officer
Responsible Officer:	Paul Anderson – Chief Executive Officer
Attachments:	<a href="#">14.2.1 – Annual Report 2023/24</a>

### Summary

The Annual Report 2023/24 is attached for Council adoption.

### Background

An Annual Report is required to be produced every year after the audit has been completed and upon receipt of the Audit Report.

The Annual Report is prepared in accordance with Section 5.53 of the Local Government Act, 1995 and includes:

- A report from the Shire President;
- A report from the CEO;
- The Annual Financial Report;
- The Auditor's Report;
- Disability Report;
- Complaints Report;
- Information on payments to employees;
- Information on statistics and other payments (in relation to Councillors);
- An overview of the plan for the future of the district made in accordance with section 5.56, including major initiatives that are proposed to commence or continue in the next financial year;
- Freedom of Information Act 1992 – information as required;
- State Records Act 2000 – information in relation to record keeping systems; and
- National Competition Policy Report.

Advice has been received from the Financial Auditors advising that the Auditor's Report has been finalised.

### Statutory Environment

Local Government Act, 1995.

*Section 5.27(1) states: A general meeting of electors of a district is to be once every financial year.*

*Section 5.27(2) states: A general meeting is to be held on a day selected by the Local Government but not more than 56 days after the Local Government accepts the Annual Report for the previous financial year.*

*Section 5.29(1) states: The CEO is to convene an elector's meeting by giving –*

*(a) at least 14 days local public notice; and*

*(b) each council member at least 14 days' notice of the date, time, place and purpose of the meeting.*

Acceptance of annual reports 5.54.

*(1) Subject to subsection (2), the annual report for a financial year is to be accepted by the local government no later than 31 December after the financial year.*

*(2) If the auditor's report is not available in time for the annual report to be accepted by 31 December after that financial year, the annual report is to be accepted by the local government no later than two months after the auditor's report becomes available.*

Notice of annual reports 5.55.

*The CEO is to give local public notice of the availability of the annual report as soon as practicable after the report has been accepted by the local government.*

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## **Policy Implications**

Nil

## **Consultation**

Paul Anderson – Chief Executive Officer

Jude Sutherland - Shire President

Ally Bryant - Finance Manager

Nola Comerford – Manager Corporate and Community Services

Marty Noordhof – Manager Infrastructure Services

## **Financial Implications**

Nil

## **Strategic Community Plan**

Goal 4: A strong and diverse Council working closely with the proactive and involved community

4.1. The community is well-informed and engaged

4.6. The organisation, assets and finances of the Shire are managed responsibly

## **Officer Comment**

The Annual Report provides the opportunity for the Shire to summarise to the community the achievements of the Local Government and provide the community with an opportunity to review the outcome of the annual audit.

It is to be noted that the Annual Electors Meeting is to be held on a day selected by the Local Government but not more than 56 days after the Local Government accepts the Annual Report for the previous financial year.

## **COMMITTEE DECISION / RECOMMENDATION**

### **Audit Committee Resolution Number: 191224.5**

**Moved: Cr Bradford**

**Seconded: Cr Hepworth**

**The Audit Committee recommends that Council:**

- 1. Accepts the 2023/24 Annual Report containing the Annual Financial Report and Auditor's Report for the financial year ending 30 June 2024.**
- 2. Adopts the 2023/24 Annual Report, containing the Annual Financial Report and the Auditor's Report for the financial year ending 30 June 2024.**
- 3. Confirms the date for the Annual Electors Meeting to be held at 5.00 pm on Thursday 13 February 2025 at the Latham Community Centre and authorise the required statutory advertising.**

**Motion put and carried 7/0 by Absolute Majority**

**For: Cr Sutherland, Cr Hepworth, Cr Bryant, Cr Sparkman, Cr Bradford, Cr Fraser, Cr Campbell**

**Against: Nil**

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## **COUNCIL DECISION**

**Council Resolution Number: 191224.11**

**Moved: Cr Fraser**

**Seconded: Cr Bryant**

**The Audit Committee recommends that Council:**

- 1. Accepts the 2023/24 Annual Report containing the Annual Financial Report and Auditor's Report for the financial year ending 30 June 2024.**
- 2. Adopts the 2023/24 Annual Report, containing the Annual Financial Report and the Auditor's Report for the financial year ending 30 June 2024.**
- 3. Confirms the date for the Annual Electors Meeting to be held at 5.00 pm on Thursday 13 February 2025 at the Latham Community Centre and authorise the statutory advertising.**

**Motion put and carried 7/0 by Absolute Majority**

**For: Cr Sutherland, Cr Hepworth, Cr Bryant, Cr Sparkman, Cr Bradford, Cr Fraser, Cr Campbell**

**Against: Nil**

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### 14.3 DESIGN AND CONSTRUCT 2 X GROH HOUSES - UPDATE

Applicant:	Shire of Perenjori
File:	RFT01-24/25
Date:	19 December 2024
Disclosure of Interest:	Nil
Voting Requirements:	Simple Majority
Author:	Paul Anderson – Chief Executive Officer
Responsible Officer:	Paul Anderson – Chief Executive Officer
Attachments:	Nil

#### Executive Summary

This report provides an update to the Council regarding the design and construction of two three-bedroom, two-bathroom houses to be constructed in accordance with the Government Regional Officers Housing (GROH) specifications.

#### Background

At the Ordinary Council Meeting held 29 August 2024, Council resolved the following:

Council Resolution Number: 290824.20

Moved: Cr Hepworth

Seconded: Cr Bradford

That Council:

1. Subject to a commitment and agreed terms of a 10 year lease with GROH, Modular WA be appointed as the preferred contractor that presented the most advantageous and compliant option to design and construct up to two, 3 bedroom 2 bathroom dwellings in Perenjori.
2. Authorise the CEO to execute the contract with Modular WA to construct up to two 3-bedroom 2-bathroom dwellings following the successful lease arrangements with GROH.

Motion put and carried 6/0

For: Cr Sutherland, Cr Hepworth, Cr Sparkman, Cr Bradford, Cr Fraser, Cr Campbell

Against: Nil

Negotiations have been ongoing with GROH regarding the provision of the houses in accordance with the above Council Resolution.

As of 5 December 2024, GROH have now advised that the two new houses are not required.

GROH have also been leasing 9 Hirshauer Street since February 2024 (expires on 18 February 2028) with a rental of \$450 per week in anticipation of requiring premises for a replacement police officer.

It is understood that the existing GROH property at 30 Livingstone Street previously used by the police department has been reallocated to another government department.

Negotiations have also been underway through GROH to lease the Council's new building at 25 Timmings Street for the Education Department as it was advised accommodation may be needed in early 2025.

#### Statutory Environment

Tenders were conducted in accordance with Part 4 *Local Government (Functions and General) Regulations 1996* ("the Regulations").

#### Policy Implications

Nil

#### Financial Implications

The Council has allocated loan funding of \$1.2 million in the 2024/25 budget for the construction of two houses for GROH with repayments of the loan commencing in the 2025/26 financial year for a 20-year period.

The repayments on the loan to be taken out were to be offset by the rental income from GROH.



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The Council built two houses in the 2023/24 financial year with repayments of \$87,799 included in the budget. One property is leased to a staff member, and it is proposed now to lease the property at 25 Timmings Street to GROH for \$1,050 per week for a 10-year period.

The proposal is now to only build one house in 2024/25 financial year and reduce the loan funding to \$600,000 over a ten-year repayment schedule for staff/GROH rental.

The rental from the house at 25 Timmings Street would then offset the loan repayments.

### **Strategic Implications**

Goal 2: Eco-friendly, attractive, and well-maintained towns, surrounded by outstanding natural beauty, landscapes, flora and fauna to be protected and enjoyed.

2.2. Land use and building regulations are designed and administered to meet the current and future needs of the community.

### **Consultation**

Nil

### **Comment**

The provision of quality housing is strategically important to Perenjori. Essential workers require accommodation and since the State Government has shifted the responsibility to housing its employees to local government, it has been a significant financial burden for Councils to fund the construction of new dwellings.

Recent advice from GROH is *now we have now been advised that workforce requirements have changed, and an additional dwelling will not be required in the immediate future.*

This is an unfortunate development, however as the 9 Hirshauer lease expires in 2028, there will be a requirement for GROH housing if the Council does not extend this lease.

The Council built two houses in the 2023/24 financial year and took out a loan of \$1,000,000 with repayments of \$86,790 (\$28,456 interest + \$58,334) included in the 2024/25 budget. These properties were situated at 5 Hirshauer (tenanted by staff) and 25 Timmings Street, which is still vacant.

Prior to the latest advice from GROH, negotiations have been ongoing for GROH to lease the new Shire property at 25 Timmings Street for a 10-year period for \$1,050 per week providing income of \$54,600 per annum to offset the existing Council loan. This was in response to GROH advising an additional property was required in the 2025 calendar year.

The Council, if the negotiations with GROH eventuate into a lease for 25 Timmings Street, could use this unbudgeted rental income to offset the current loan while taking out another loan to build an additional property for staff/GROH rental in the future.

Tender prices previously submitted by Modular WA were \$1,127,764 Gst Ex for two houses (\$563,882 Gst Ex each), Modular WA have advised that there has been an increase in pricing in the vicinity of 1-2% and a revised quote has been supplied for one house that will now cost \$568,771.82 Gst Ex (\$625,649 Gst inc)

The houses that tenders were called for previously were detailed to GROH specifications which is higher than the houses Council previously built. It would be advantageous to maintain this standard if GROH has a future requirement for housing.

In discussions with modular WA regarding building time it is anticipated that commencement of any building may commence in late February 2025 with a completion date of December 2025 or early 2026.

### **PROCEDURAL MOTION**

**Council Resolution Number: 191224.12**

**Moved: Cr Campbell**

**Seconded: Cr Fraser**

**That Council suspend Standing Orders, *Clause 9.5 Limitation on number of speeches*, at 3.24 pm to allow for open discussion of Item 14.3.**

**Motion put and carried 7/0**

**For: Cr Sutherland, Cr Hepworth, Cr Bryant, Cr Sparkman, Cr Bradford, Cr Fraser, Cr Campbell**

**Against: Nil**

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## PROCEDURAL MOTION

**Council Decision Number: 191224.13**

**Moved: Cr Campbell**

**Seconded: Cr Bryant**

**That Council reinstate Standing Orders at 3.35 pm.**

**Motion put and carried 7/0**

**For: Cr Sutherland, Cr Hepworth, Cr Bryant, Cr Sparkman, Cr Bradford, Cr Fraser, Cr Campbell**

**Against: Nil**

## COUNCIL DECISION

**Council Resolution Number: 191224.14**

**Moved: Cr Fraser**

**Seconded: Cr Campbell**

**That Council:**

- 1. Note the advice from GROH that their workforce requirements have changed, and an additional dwelling will not be required in the immediate future.**
- 2. Note the leasing arrangements for 9 Hirshauer Street to GROH for a term of 4 years expiring on 18 February 2028.**
- 3. Note and endorse the Chief Executive Officer's actions in undertaking negotiations with GROH to lease 25 Timmings Street for a 10-year period.**
- 4. Subject to a commitment and agreed terms of a 10-year lease with GROH for a lease on 25 Timmings Street Perenjori, Modular WA as the preferred contractor be engaged to construct one only 3-bedroom x 2-bathroom dwelling at 3 Hirshauer Road, Perenjori for possible Staff/GROH rental.**
- 5. Following confirmation of viable loan funding and repayments from Treasury WA and confirmed lease arrangements with GROH for 25 Timmings Street the CEO be authorised to execute the contract with Modular WA to construct one only 3-bedroom 2-bathroom dwelling.**

**Motion put and carried 7/0**

**For: Cr Sutherland, Cr Hepworth, Cr Bryant, Cr Sparkman, Cr Bradford, Cr Fraser, Cr Campbell**

**Against: Nil**

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#### 14.4 LEASE AND OPERATION OF A SUPERMARKET

Applicant:	Shire of Perenjori
File:	EOI-01-2024
Date:	19 December 2024
Disclosure of Interest:	Nil
Voting Requirements:	Simple Majority
Author:	Paul Anderson – Chief Executive Officer
Responsible Officer:	Paul Anderson – Chief Executive Officer
Attachments:	<a href="#">14.4.1 – Draft Lease Agreement – Morawa WA Pty Ltd</a>

##### Executive Summary

This report presents the outcome of the draft lease discussions held with Morawa WA Pty Ltd in regard to the operations and lease of a supermarket in Perenjori.

##### Background

At the Ordinary Council Meeting held on 29 August 2024, Council resolved the following:

Council Resolution Number: 290824.23

Moved: Cr Fraser

Seconded: Cr Bradford

That Council:

1. Note the Expression of Interest from Morawa WA Pty Ltd for the lease and operation of a supermarket.
2. Grant delegated authority to the CEO to negotiate the details of the draft lease terms with Morawa WA Pty Ltd and undertake the Public Notice process seeking submissions as required under section 3.58 of the *Local Government Act 1995*.

Motion put and carried 6/0

For: Cr Sutherland, Cr Hepworth, Cr Sparkman, Cr Bradford, Cr Fraser, Cr Campbell

Against: Nil

The public notice process in accordance with section 3.58 of the Local Government Act has been undertaken calling for submissions to the proposed lease.

The advertisement was as follows:

*The Shire of Perenjori hereby gives notice in accordance with Section 3.58 of the Local Government Act 1995 of the proposed disposal of property by way of a lease; as described below for an initial term of two years.*

**Property:** Supermarket building located at 30 Fowler St, Perenjori (lot 100 on DP226908).

**Lessor:** Shire of Perenjori

**Lessee:** Morawa WA Pty Ltd

**Consideration:** Initial term, rent free period of two years plus outgoings. Second and third further terms 2% of Gross Sales contingent on the Lessee achieving a minimum of \$40,000.00 (exclusive of GST) per week payable annually in arrears.

**Market Rental:** \$50,000 per annum as ascertained by a licensed valuer on 1 October 2024.

*Submissions in respect of the proposed disposal of the property may be made to the Chief Executive Officer before 4.00pm 25 November 2024. Submissions should be in writing and marked "Submission: Supermarket, 30 Fowler St".*

The Council must consider any submissions received in response to the advertisement.

No submissions have been received to consider in accordance with the *Local government Act*.

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Morawa WA Pty Ltd requested an initial rent-free period of two years after which the lease payment would be 2% of turnover, with a turnover threshold of at least \$40k per week. Morawa WA Pty Ltd will provide initial stock for the supermarket, staff the premises and be responsible for outgoing to operate the business.

The Draft lease is attached for Council's consideration.

### **Statutory Environment**

The lease of property is covered under the Local Government Act in Section 3.58 Disposal of Property as follows:

3) A local government can dispose of property other than under subsection (2) if, before agreeing to dispose of the property —

(a) it gives local public notice of the proposed disposition —

(i) describing the property concerned; and

(ii) giving details of the proposed disposition; and

(iii) inviting submissions to be made to the local government before a date to be specified in the notice, being a date not less than 2 weeks after the notice is first given; and

(b) it considers any submissions made to it before the date specified in the notice and, if its decision is made by the council or a committee, the decision, and the reasons for it are recorded in the minutes of the meeting at which the decision was made.

(4) The details of a proposed disposition that are required by subsection (3)(a)(ii) include —

(a) the names of all other parties concerned; and

(b) the consideration to be received by the local government for the disposition; and

(c) the market value of the disposition —

(i) as ascertained by a valuation carried out not more than 6 months before the proposed disposition; or

(ii) as declared by a resolution of the local government on the basis of a valuation carried out more than 6 months before the proposed disposition that the local government believes to be a true indication of the value at the time of the proposed disposition.

### **Policy Implications**

Nil

### **Financial Implications**

The Council amended the 2024/2025 budget for the supermarket build to \$4,011,000 (previously \$3,503,070) at the Special Meeting held on 5 September 2024.

This is to be funded from the following sources funded comprising of funding from reserves \$1,550,000 Grants \$1,071,756, an increased loan funding of \$1,500,000 (previously \$800,000) and own source funding of \$81,314.

### **Strategic Implications**

Goal 3: A diverse economy, with flourishing businesses offering a suite of trades, services and retail offerings.

3.1. Opportunities are maximised to promote economic growth and local development.

### **Consultation**

Paul Anderson – Chief Executive Officer  
GFG Consulting

### **Comment**

The requirements in the negotiation from Morawa WA were not unexpected. There is considerable economic risk associated with establishing a new business venture in a town the size of Perenjori. While the proposal requires Council to bear the financial cost of establishing the facility, there is still a substantial financial commitment required from the operator in the form of stock, staffing and the operating expenses associated with the operations of the business.

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The Council has resolved to provide a facility to be used as a supermarket. The goal is to provide a community benefit rather than an immediate economic return.

Other options to operate a supermarket include the Council taking it on itself or attempting to establish a community co-operative. Neither of these options would provide an immediate economic benefit in terms of rental return.

Any potential economic benefit in the form of profits would need to be balanced against the risk associated with the lack of experience in running such a facility and the ability to be able to enter into a franchise arrangement with a wholesale distributor, such as Metcash.

Leasing the facility to an experienced operator is the lowest risk option for Council. Risk is limited to having a vacant building.

Morawa WA is an experienced operator of supermarkets including knowledge of the local market. Being an established franchisee of Metcash is also of considerable benefit.

The lease is for an initial two-year period with two three-year options.

The lease also contains a clause 8.3 requirements for minimum hours of operation Morawa WA Pty Ltd have indicated they will operate 7am-5pm Monday to Friday and 8am-12 noon on Saturdays with no trade on Sundays.

#### **PROCEDURAL MOTION**

**Council Resolution Number: 191224.15**

**Moved: Cr Hepworth**

**Seconded: Cr Bradford**

**That Council suspend Standing Orders, *Clause 9.5 Limitation on number of speeches*, at 3.36 pm to allow for open discussion of Item 14.4.**

**Motion put and carried 7/0**

**For: Cr Sutherland, Cr Hepworth, Cr Bryant, Cr Sparkman, Cr Bradford, Cr Fraser, Cr Campbell**

**Against: Nil**

#### **PROCEDURAL MOTION**

**Council Decision Number: 191224.16**

**Moved: Cr Sparkman**

**Seconded: Cr Fraser**

**That Council reinstate Standing Orders at 3.57 pm.**

**Motion put and carried 7/0**

**For: Cr Sutherland, Cr Hepworth, Cr Bryant, Cr Sparkman, Cr Bradford, Cr Fraser, Cr Campbell**

**Against: Nil**

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## COUNCIL DECISION

**Council Resolution Number: 191224.17**

**Moved: Cr Bryant**

**Seconded: Cr Hepworth**

**That Council:**

1. Note that no submissions were received to consider by the due date of 25 November 2024 in regard to the public notice in regard to the disposal of property by way of a lease as follows

*The Shire of Perenjori hereby gives notice in accordance with Section 3.58 of the Local Government Act 1995 of the proposed disposal of property by way of a lease; as described below for an initial term of two years.*

*Property: Supermarket building located at 30 Fowler St, Perenjori (lot 100 on DP226908).*

*Lessor: Shire of Perenjori*

*Lessee: Morawa WA Pty Ltd*

*Consideration: Initial term, rent free period of two years plus outgoings. Second and third further terms 2% of Gross Sales contingent on the Lessee achieving a minimum of \$40,000.00 (exclusive of GST) per week payable annually in arrears.*

*Market Rental: \$50,000 per annum as ascertained by a licensed valuer on 1 October 2024.*

*Submissions in respect of the proposed disposal of the property may be made to the Chief Executive Officer before 4.00pm 25 November 2024. Submissions should be in writing and marked "Submission: Supermarket, 30 Fowler St".*

2. Grant delegated authority to the CEO to negotiate the final detail of the supermarket lease terms and condition with Morawa WA Pty Ltd and authorise the Chief Executive Officer and Shire President to execute the lease and affix the common seal.

**Motion put and carried 7/0**

**For: Cr Sutherland, Cr Hepworth, Cr Bryant, Cr Sparkman, Cr Bradford, Cr Fraser, Cr Campbell**

**Against: Nil**

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## 14.5 TERRA MINING ROAD USER, CONTRIBUTION AND UPGRADE AGREEMENT

Applicant:	Terra Mining
File:	ADM 0901
Date:	19 December 2024
Disclosure of Interest:	Nil
Voting Requirements:	Simple Majority
Author:	Paul Anderson – Chief Executive Officer
Responsible Officer:	Paul Anderson – Chief Executive Officer
Attachments:	<a href="#">14.5.1 – Road User, Contribution and Upgrade Agreement – Terra Mining Pty Ltd</a> <a href="#">14.5.2 – Overview of Commercial Goods Vehicle Licences</a>

### Summary

For Council to consider an extension to the existing Road User, Contribution and Upgrade Agreement for the proponents of the Extension Hill Mining Project Terra Mining.

### Background

The Shire was approached by Terra Mining regarding the recommencement of mining operations at Extension Hill and a Road user agreement was entered into a 12-month agreement with an expiry date of 26 December 2024.

The agreement was to utilise the following roads to access the Wubin Mullewa Highway south of Perenjori, Wanarra East, Wanarra, Perenjori Rothsay Rd.

The agreement at clause 23 further term states

The Shire and Terra Mining agree that prior to the expiration of the Term:

(a) the Shire and Terra Mining shall negotiate in good further to renew this Agreement, noting that the entry of the Shire into any renewed agreement will be subject to the approval of the Council of the Shire;

(b) if the Agreement is renewed, it will be a term of any renewed agreement that the Road Use shall only be permitted outside of School Hours, the Community Infrastructure Fund Contribution will be renegotiated and speed limits through the Perenjori townsite will be imposed as part of the conditions on any Road Use.

Terra Ming have now requested an extension to the agreement.

Terra mining was also required to obtain a Commercial Goods Vehicle License from the Department of Transport, to transport ore on roads under the jurisdiction of the Main Roads department and other Shires to the Geraldton Port.

The Commercial Goods Vehicle License expires on the 31 March 2025.

### Statutory Environment

Main roads act 1930, Road Traffic act (administration) Act 2008 section 132

public works act 1902

Land administration Act 1997 section 55(2) Section 3.57 of the Local Government Act 1995

### Policy Implications

Nil

### Consultation

Councillors

### Financial Implications

The road agreement on place places the costs associated with maintaining the road to an acceptable standard with the proponent while they are operating and utilising the affected roads.

The agreement also includes a bank guarantee that is required to be provided so that the Shire can draw upon these funds if the conditions to maintain the road contained within the agreement are not met.

The agreement also includes the provision for a community infrastructure fund contribution per tonne of product from the mining operations.

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The Council in only authorising use for a 12-month period can include a provision in future agreements for an increase in the community contribution.

### **Strategic Community Plan**

Area 2: Industry and Business Development – Our Economy

Goal: Fostering and maximising growth across the economy, seeking and embracing opportunities for diversifying and strengthening our economic base.

### **Officer Comment**

The Road User Agreement (attached) has been structured to ensure that the Council road assets are maintained in an acceptable condition to ensure the safety of all road users.

As such, Council may consider including this portion of the road in the Road User Agreement. It should be confirmed with the proponent whether they intend to apply to add this section of road to the relevant MRWA RAV network.

Terra Mining have advised that they are proposing to use vehicles that comply with the RAV ratings for Wubin-Mullewa Highway. Subject to the Minister for Transport's approval, the required Commercial Goods Vehicle License and Main Roads conditions, this will enable Terra Mining to utilise the Wubin-Mullewa Highway and possibly roads through to the Geraldton port.

As Council is aware, the CGVL condition (copy attached), specific to cartage of iron ore or any mining product from which iron is to be extracted, within the defined areas previously indicated requires the Minister for Transport to grant authority (with or without variation) or refuse the application for a CGVL.

The inclusion of this section of the Perenjori-Rothsay Road would enable CGVL vehicle owners, with approval from the Minister, to access the Wubin-Mullewa Highway and other roads under the care and control of Main Roads.

Terra mining ceased transporting ore to the Geraldton port in October 2024 and have not commenced transportation to the Karara Minesite at this stage.

Terra has paid one instalment (\$100,000) of the \$500,000 guarantee required as part of the agreement.

The Shire Council can consider the following options

1. Refuse the request for an extension to the road agreement
2. Approve the extension to the road agreement for a period of 3 months to the 31 March 2025 aligning with the Commercial Goods Vehicle Licence
3. Approve an extension for a period the Council sees fit with the amendments as determined by Council to be negotiated with Terra Mining

The overall premise of the agreement is that Terra Mining are fully responsible for maintaining the road in an agreed acceptable condition and have a legal responsibility regarding road use whilst they are carting ore from Extension Hill Minesite.

### **PROCEDURAL MOTION**

**Council Resolution Number: 191224.18**

**Moved: Cr Fraser**

**Seconded: Cr Bradford**

**That Council suspend Standing Orders, *Clause 9.5 Limitation on number of speeches*, at 3.59 pm to allow for open discussion of Item 14.5.**

**Motion put and carried 7/0**

**For: Cr Sutherland, Cr Hepworth, Cr Bryant, Cr Sparkman, Cr Bradford, Cr Fraser, Cr Campbell**

**Against: Nil**



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## PROCEDURAL MOTION

**Council Decision Number: 191224.19**

**Moved: Cr Bryant**

**Seconded: Cr Hepworth**

**That Council reinstate Standing Orders at 4.05 pm.**

**Motion put and carried 7/0**

**For: Cr Sutherland, Cr Hepworth, Cr Bryant, Cr Sparkman, Cr Bradford, Cr Fraser, Cr Campbell**

**Against: Nil**

## OFFICER RECOMMENDATION

**That Council:**

- 1. Advise Terra Mining that it will not consider any extension to the Road User Agreement until all conditions including but not limited to the payment of all monies outstanding in accordance with the existing Road User Agreement that expires on 26 December 2024 are met.**

**OR**

- 2. Approve the extension to the existing Road User Agreement for a period of 3 months to the 31 March 2025 aligning with the Commercial Goods Vehicle Licence.**

**OR**

- 3. Approve an extension to the Road User Agreement for a period of xxx months/years with the following amendments (to be included by Council).**

## COUNCIL DECISION

**Council Resolution Number: 191224.20**

**Moved: Cr Fraser**

**Seconded: Cr Sparkman**

**That Council:**

- 2. Approve the extension to the existing Road User Agreement for a period of 3 months to the 31 March 2025 aligning with the Commercial Goods Vehicle Licence.**

**Motion put and carried 7/0**

**For: Cr Sutherland, Cr Hepworth, Cr Bryant, Cr Sparkman, Cr Bradford, Cr Fraser, Cr Campbell**

**Against: Nil**

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## 15. Confidential Reports:

### 15.1 COUNCIL DECISION TO GO BEHIND CLOSED DOORS

#### PROCEDURAL MOTION

Council Resolution: 191224.21

Moved: Cr Fraser

Seconded: Cr Hepworth

That in accordance with section 5.23 of the *Local Government Act 1995*, Council accept that the meeting is to be closed to all members of the public to consider confidential item 15.2.

Motion put and carried 7/0

For: Cr Sutherland, Cr Hepworth, Cr Bryant, Cr Sparkman, Cr Bradford, Cr Fraser, Cr Campbell

Against: Nil

### 15.2 **CONFIDENTIAL ITEM** – WRITE OFF GENERAL RATES

Applicant:	Shire of Perenjori
File:	ADM 0088
Date:	19 December 2024
Disclosure of Interest:	Nil
Voting Requirements:	Simple Majority
Author:	Domenica Curtin – Senior Finance Officer
Responsible Officer:	Paul Anderson – Chief Executive Officer
Attachments:	Nil

#### COUNCIL DECISION

Council Resolution Number: 191224.22

Moved: Cr Hepworth

Seconded: Cr Fraser

That Council consider the officer recommendation as contained within the confidential report 15.2, Write Off General Rates.

Motion put and carried / lost

For: Cr Sutherland, Cr Hepworth, Cr Bryant, Cr Sparkman, Cr Bradford, Cr Fraser, Cr Campbell

Against: Nil

### 15.3 COUNCIL DECISION TO RETURN FROM BEHIND CLOSED DOORS

#### PROCEDURAL MOTION

Council Resolution: 191224.26

Moved: Cr Bradford

Seconded: Cr Hepworth

That Council return to standing orders and re-open the meeting to the public.

Motion put and carried 7/0

For: Cr Sutherland, Cr Hepworth, Cr Bryant, Cr Sparkman, Cr Bradford, Cr Fraser, Cr Campbell

Against: Nil

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**16. Ordering the Common Seal:**

Nil

**17. Reports of Committees and Members:**

Nil

**18. Motions of Which Previous Notice Has Been Given:**

Nil

**19. Notice of Motions:**

Nil

**20. New Business of an Urgent Nature Admitted by Council:**

Nil

**21. Closure of Meeting:**

The Shire President declared the meeting closed at 4.13 pm.

**22. Next Meeting:**

The Shire President advised that the next Ordinary Meeting of Council will be held on Thursday, 20 February 2025 at Council Chambers, 56 Fowler St, Perenjori WA 6620, commencing at 3.00 pm.

**I certify that this copy of the Minutes is a true and correct record of the meeting held on 19 December 2024.**

**Signed:** \_\_\_\_\_

**Shire President**

**Date:** \_\_\_\_\_

### **13. Finance:**

#### **13.1 MONTHLY FINANCIAL REPORT – 31 DECEMBER 2024**

Applicant:	Shire of Perenjori
File:	ADM 0082
Report Date:	20 February 2025
Disclosure of Interest:	
Voting Requirements:	Simple Majority
Author:	Ally Bryant – Finance Manager
Responsible Officer:	Paul Anderson – Chief Executive Officer
Attachments:	<a href="#">13.1.1 - Monthly Statement of Financial Activity for 31 December 2024</a>

#### **Summary**

This item recommends that Council receives the Financial Activity Statements for the periods ending 31 December 2024.

#### **Background**

Regulation 34 of the Local Government (Financial Management) Regulations 1996 requires local governments to prepare a Monthly Statement of Financial Activity.

Recent changes to the Regulations require a focus on reporting and variance analysis by nature and type rather than by program. The Shire's reports have historically been prepared by both nature and type and program with the variance analysis done by program. All reports for 2024-25 to date have been prepared by both nature and type and program, but with the variance analysis being done by nature and type in compliance with the revised Regulations.

#### **Statutory Environment**

Regulation 34 of the Local Government (Financial Management) Regulations 1996 requires local governments to prepare a Monthly Statement of Financial Activity.

#### **Policy Implications**

Nil

#### **Consultation**

Nil

#### **Financial Implications**

Shown in the attached data.

#### **Strategic Community Plan**

Goal 4: A strong and diverse Council working closely with the proactive and involved community.

Strategic Objectives

4.6. The organisation, assets and finances of the Shire are managed responsibly

#### **Officer Comment**

The audited opening surplus for the 2023-24 financial year is \$3,170,411. As previously advised, this surplus is notionally deceiving as the State Government transferred 85% of its 2024-25 financial assistance grants (totalling \$2.496m) to the Shire in June 2024.

Operating revenue YTD is \$6,081,828 over budget by \$502,234.

Operating expenditure YTD is \$7,345,626, over budget by \$331,351.

Key variances between the YTD budget and actuals are explained in the attached report on pages 2-3.

**OFFICER RECOMMENDATION**

**Council Resolution Number:**

**Moved:**

**Seconded:**

**That the Monthly Financial Report to 31 December 2024 as attached be received.**

**Motion put and carried / lost**

**For:**

**Against:**

[Next Item](#)

# **SHIRE OF PERENJORI**

## **MONTHLY FINANCIAL REPORT**

**(Containing the required statement of financial activity and statement of financial position)  
For The Period Ended 31 December 2024**

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

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**SHIRE OF PERENJORI**  
**STATEMENT OF FINANCIAL ACTIVITY**  
**FOR THE PERIOD ENDED 31 DECEMBER 2024**

	Supplemental Information	Adopted Budget Estimates (a) \$	YTD Budget Estimates (b) \$	YTD Actual (c) \$	Variance* \$ (c) - (b) \$	Variance* % ((c) - (b))/(b) %	Var. Explanation of Variance
<b>OPERATING ACTIVITIES</b>							
<b>Revenue from operating activities</b>							
General rates	10	3,441,290	3,441,290	3,477,622	36,332	1.06%	▲ Present saving on discount for early rates payment
Grants, subsidies and contributions	13	761,033	539,393	536,132	(3,261)	(0.60%)	
Fees and charges		969,267	505,440	686,585	181,145	35.84%	▲ Caravan park over budget by 141k, Private working mining over budget 25k
Interest revenue		141,800	72,148	80,929	8,781	12.17%	▲
Other revenue		1,925,574	1,020,075	1,259,860	239,785	23.51%	▲ Over due to budget timing for reimbursement of MWSGFN Morawa
Profit on asset disposals	6	2,500	1,248	40,700	39,452	3161.22%	▲ Profit higher than budgeted for on disposals
		<b>7,241,464</b>	<b>5,579,594</b>	<b>6,081,828</b>	<b>502,234</b>	<b>9.00%</b>	
<b>Expenditure from operating activities</b>							
Employee costs		(3,574,760)	(1,891,477)	(1,884,914)	6,563	0.35%	
Materials and contracts		(3,763,081)	(1,843,829)	(2,259,341)	(415,512)	(22.54%)	▼ Over due to budget timing for expenses of MWSGFN Morawa
Utility charges		(392,725)	(196,260)	(123,823)	72,437	36.91%	▲ Timing of accounts
Depreciation		(5,391,127)	(2,695,440)	(2,699,224)	(3,784)	(0.14%)	
Finance costs		(66,784)	(33,391)	(31,810)	1,581	4.73%	
Insurance		(193,475)	(191,304)	(193,345)	(2,041)	(1.07%)	
Other expenditure		(222,158)	(144,640)	(148,170)	(3,530)	(2.44%)	
Loss on asset disposals	6	(35,875)	(17,934)	(4,999)	12,935	72.13%	▲ Loss lower than budgeted for on disposals
		<b>(13,639,985)</b>	<b>(7,014,275)</b>	<b>(7,345,626)</b>	<b>(331,351)</b>	<b>(4.72%)</b>	
Non-cash amounts excluded from operating activities	note 2(f)	5,424,502	2,712,126	2,663,523	(48,603)	(1.79%)	▼ Profit up and Loss down
<b>Amount attributable to operating activities</b>		<b>(974,019)</b>	<b>1,277,445</b>	<b>1,399,725</b>	<b>122,280</b>	<b>9.57%</b>	
<b>INVESTING ACTIVITIES</b>							
<b>Inflows from investing activities</b>							
Proceeds from capital grants, subsidies and contributions	14	6,518,484	2,659,215	2,525,519	(133,696)	(5.03%)	▼ Timing
Proceeds from disposal of assets	6	151,300	56,300	72,700	16,400	29.13%	▲ Proceeds higher than budgeted for.
		<b>6,669,784</b>	<b>2,715,515</b>	<b>2,598,219</b>	<b>(117,296)</b>	<b>(4.32%)</b>	
<b>Outflows from investing activities</b>							
Payments for property, plant and equipment	5	(6,288,699)	(2,557,699)	(2,568,054)	(10,355)	(0.40%)	▼ Timing see Capital Works Note
Payments for construction of infrastructure	5	(6,176,349)	(2,752,575)	(1,808,725)	943,850	34.29%	▲ Timing see Capital Works Note
		<b>(12,465,048)</b>	<b>(5,310,274)</b>	<b>(4,376,779)</b>	<b>933,495</b>	<b>17.58%</b>	
<b>Amount attributable to investing activities</b>		<b>(5,795,264)</b>	<b>(2,594,759)</b>	<b>(1,778,560)</b>	<b>816,199</b>	<b>31.46%</b>	

**SHIRE OF PERENJORI**  
**STATEMENT OF FINANCIAL ACTIVITY**  
**FOR THE PERIOD ENDED 31 DECEMBER 2024**

	Supplemental Information	Adopted Budget Estimates (a) \$	YTD Budget Estimates (b) \$	YTD Actual (c) \$	Variance* \$ (c) - (b)	Variance* % ((c) - (b))/(b)	Var.	Explanation of Variance
<b>FINANCING ACTIVITIES</b>								
<b>Inflows from financing activities</b>								
Proceeds from new debentures	11	2,700,000	0	0	0	0.00%		
Transfer from reserves	4	1,762,144	0	0	0	0.00%		
		<b>4,462,144</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.00%</b>		
<b>Outflows from financing activities</b>								
Repayment of borrowings	11	(57,921)	(28,528)	(28,528)	0	0.00%		
Transfer to reserves	4	(762,898)	0	(119,505)	(119,505)	0.00%	▼	Interest Transferred and Community Reserve transfer
		<b>(820,819)</b>	<b>(28,528)</b>	<b>(148,033)</b>	<b>(119,505)</b>	<b>(418.90%)</b>		
<b>Amount attributable to financing activities</b>		<b>3,641,325</b>	<b>(28,528)</b>	<b>(148,033)</b>	<b>(119,505)</b>	<b>(418.90%)</b>		
<b>MOVEMENT IN SURPLUS OR DEFICIT</b>								
<b>Surplus or deficit at the start of the financial year</b>		3,127,958	3,127,958	3,170,411	42,453	1.36%	▲	
Amount attributable to operating activities		(974,019)	1,277,445	1,399,725	122,280	9.57%	▲	
Amount attributable to investing activities		(5,795,264)	(2,594,759)	(1,778,560)	816,199	31.46%	▲	
Amount attributable to financing activities		3,641,325	(28,528)	(148,033)	(119,505)	(418.90%)	▼	
<b>Surplus or deficit after imposition of general rates</b>		<b>0</b>	<b>1,782,116</b>	<b>2,643,549</b>	<b>861,433</b>		▲	

**KEY INFORMATION**

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

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

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



**SHIRE OF PERENJORI**  
**STATEMENT OF COMPREHENSIVE INCOME BY PROGRAM**  
**FOR THE PERIOD ENDED 31 DECEMBER 2024**

	Ref Note	Adopted Budget Estimates (a) \$	YTD Budget Estimates (b) \$	YTD Actual (c) \$	Variance* \$ (c) - (b) \$	Variance* % ((c) - (b))/(b) %
<b>OPERATING ACTIVITIES</b>						
<b>Income excluding grants, subsidies and contributions</b>						
Governance	10	92,500	46,242	29,315	(16,927)	(36.61%)
General purpose funding - other		3,674,035	3,615,134	3,635,367	20,233	0.56%
Law, order and public safety	13	191,430	97,708	44,362	(53,346)	(54.60%)
Health		476	238	248	10	4.20%
Housing		278,149	139,068	130,392	(8,676)	(6.24%)
Community amenities		45,840	41,109	39,088	(2,021)	(4.92%)
Recreation and culture	6	92,073	(59,151)	6,724	65,875	111.37%
Transport		10,150	5,070	45,023	39,953	788.03%
Economic services		587,838	293,910	454,018	160,108	54.48%
Other property and services		1,507,940	799,250	1,161,159	361,909	45.28%
		<b>6,480,431</b>	<b>4,978,578</b>	<b>5,545,696</b>	<b>567,118</b>	<b>11.39%</b>
<b>Grants, subsidies and contributions</b>						
Governance		0	0	0	0	0.00%
General purpose funding - other		1,273,405	789,966	608,670	(181,296)	(22.95%)
Law, order and public safety		40,732	20,366	13,001	(7,365)	(36.16%)
Health		0	0	0	0	0.00%
Education and welfare		0	0	0	0	0.00%
Housing		0	0	0	0	0.00%
Community amenities		512,000	500,000	523,150	23,150	4.63%
Recreation and culture		100,000	61,623	0	(61,623)	(100.00%)
Transport		5,353,380	1,888,276	1,916,830	28,554	1.51%
Economic services		0	0	0	0	0.00%
Other property and services		0	0	0	0	0.00%
		<b>7,279,517</b>	<b>3,260,231</b>	<b>3,061,651</b>	<b>(198,580)</b>	<b>(6.09%)</b>
<b>Expenditure from operating activities (including depreciation)</b>						
Governance		(584,878)	(371,985)	(264,037)	107,948	29.02%
General purpose funding		(188,838)	(89,786)	(93,551)	(3,765)	(4.19%)
Law, order and public safety		(497,742)	(259,077)	(250,219)	8,858	3.42%
Health		(234,746)	(118,301)	(143,095)	(24,794)	(20.96%)
Education and welfare		(165,690)	(83,806)	(80,076)	3,730	4.45%
Housing		(682,857)	(352,413)	(334,643)	17,770	5.04%
Community amenities		(696,420)	(354,244)	(308,141)	46,103	13.01%
Recreation and culture		(2,062,320)	(1,065,400)	(1,028,051)	37,349	3.51%
Transport		(5,624,544)	(2,822,527)	(2,744,853)	77,674	2.75%
Economic services	6	(1,396,085)	(708,424)	(714,912)	(6,488)	(0.92%)
Other property and services		(1,505,865)	(788,312)	(1,384,047)	(595,735)	(75.57%)
		<b>(13,639,985)</b>	<b>(7,014,275)</b>	<b>(7,345,625)</b>	<b>(331,350)</b>	<b>(4.72%)</b>
Net Operating Result		119,963	1,224,534	1,261,722		

**SHIRE OF PERENJORI**  
**STATEMENT OF FINANCIAL POSITION**  
**FOR THE PERIOD ENDED 31 DECEMBER 2024**

		Supplementary Information	31 December 2024	30 June 2024
			\$	\$
<b>CURRENT ASSETS</b>				
Cash and cash equivalents	3		6,221,225	7,297,147
Trade and other receivables			459,259	618,994
Inventories	8		84,628	84,036
<b>TOTAL CURRENT ASSETS</b>			<b>6,765,112</b>	<b>8,000,177</b>
<b>NON-CURRENT ASSETS</b>				
Other financial assets			83,171	83,171
Inventories			104,000	104,000
Property, plant and equipment			24,709,121	22,863,429
Infrastructure			145,145,492	145,350,631
<b>TOTAL NON-CURRENT ASSETS</b>			<b>170,041,784</b>	<b>168,401,231</b>
<b>TOTAL ASSETS</b>			<b>176,806,896</b>	<b>176,401,408</b>
<b>CURRENT LIABILITIES</b>				
Trade and other payables	9		174,744	638,382
Other liabilities	12		690,376	1,054,446
Borrowings	11		29,392	57,921
Employee related provisions	12		254,753	254,753
<b>TOTAL CURRENT LIABILITIES</b>			<b>1,149,265</b>	<b>2,005,502</b>
<b>NON-CURRENT LIABILITIES</b>				
Borrowings	11		1,068,594	1,068,594
Employee related provisions			63,935	63,929
<b>TOTAL NON-CURRENT LIABILITIES</b>			<b>1,132,529</b>	<b>1,132,523</b>
<b>TOTAL LIABILITIES</b>			<b>2,281,794</b>	<b>3,138,025</b>
<b>NET ASSETS</b>			<b>174,525,102</b>	<b>173,263,383</b>
<b>EQUITY</b>				
Retained surplus			23,291,703	22,149,489
Reserve accounts	4		3,256,443	3,136,938
Revaluation surplus			147,976,957	147,976,956
<b>TOTAL EQUITY</b>			<b>174,525,103</b>	<b>173,263,383</b>

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

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 DECEMBER 2024

1 BASIS OF PREPARATION AND SIGNIFICANT ACCOUNTING POLICIES

BASIS OF PREPARATION

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

**Local Government Act 1995 requirements**

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

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

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

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

**THE LOCAL GOVERNMENT REPORTING ENTITY**

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

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

**Judgements and estimates**

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

The estimates and associated assumptions are based on historical experience and various other factors believed to be reasonable under the circumstances; the results of which form the basis of making the judgements about carrying values of assets and liabilities that are not readily apparent from other sources. Actual results may differ from these estimates.

The balances, transactions and disclosures impacted by accounting estimates are as follows:

- estimated fair value of certain financial assets
- impairment of financial assets
- estimation of fair values of land and buildings, infrastructure and investment property
- estimation uncertainties made in relation to lease accounting
- estimated useful life of intangible assets

**SIGNIFICANT ACCOUNTING 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 31 December 2024

**SHIRE OF PERENJORI**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**FOR THE PERIOD ENDED 31 DECEMBER 2024**

**2 STATEMENT OF FINANCIAL ACTIVITY INFORMATION**

		Adopted Budget Closing	Last Year Closing	Year to Date
		30 June 2025	30 June 2024	31 December 2024
<b>(a) Net current assets used in the Statement of Financial Activity</b>				
<b>Current assets</b>		\$	\$	\$
Cash and cash equivalents	3	1,928,426	7,297,147	6,221,225
Trade and other receivables		583,686	618,994	459,259
Inventories	8	127,103	84,036	84,628
		2,639,215	8,000,177	6,765,112
<b>Less: current liabilities</b>				
Trade and other payables	9	(688,593)	(638,382)	(174,744)
Other liabilities	12	0	(1,054,446)	(690,376)
Borrowings	11	(2,000,000)	(57,921)	(29,392)
Employee related provisions	12	(233,540)	(254,753)	(254,753)
		(2,922,133)	(2,005,502)	(1,149,265)
<b>Net current assets</b>		<b>(282,918)</b>	<b>5,994,675</b>	<b>5,615,847</b>
<b>Less: Total adjustments to net current assets</b>	note 2(i)	282,918	(2,824,264)	(2,972,298)
<b>Closing funding surplus / (deficit)</b>		<b>0</b>	<b>3,170,411</b>	<b>2,643,549</b>

**(b) Non-cash amounts excluded from operating activities**

The following non-cash revenue and expenditure has been excluded from operating activities within the Statement of Financial Activity in accordance with *Financial Management Regulation 32*.

		Adopted Budget	YTD Budget (a)	YTD Actual (b)
		\$	\$	\$
<b>Non-cash amounts excluded from operating activities</b>				
<b>Adjustments to operating activities</b>				
Less: Profit on asset disposals	6	(2,500)	(1,248)	(40,700)
Add: Loss on asset disposals	6	35,875	17,934	4,999
Add: Depreciation		5,391,127	2,695,440	2,699,224
<b>Total non-cash amounts excluded from operating activities</b>		<b>5,424,502</b>	<b>2,712,126</b>	<b>2,663,523</b>

**(c) Current assets and liabilities excluded from budgeted deficiency**

The following current assets and liabilities have been excluded from the net current assets used in the Statement of Financial Activity in accordance with *Financial Management Regulation 32* to agree to the surplus/(deficit) after imposition of general rates.

		Adopted Budget Closing	Last Year Closing	Year to Date
		30-Jun-25	30 June 2024	31 December 2024
		\$	\$	\$
<b>Adjustments to net current assets</b>				
Less: Reserve accounts	4	(1,950,622)	(3,136,938)	(3,256,443)
Add: Current liabilities not expected to be cleared at the end of the year:				
- Current portion of borrowings	11	2,000,000	57,921	29,392
- Current portion of employee benefit provisions	4	233,540	254,753	254,753
<b>Total adjustments to net current assets</b>	note 2(i)	<b>282,918</b>	<b>(2,824,264)</b>	<b>(2,972,298)</b>

**CURRENT AND NON-CURRENT CLASSIFICATION**

In the determination of whether an asset or liability is current or non-current, consideration is given to the time when each asset or liability is expected to be settled. Unless otherwise stated assets or liabilities are classified as current if expected to be settled within the next 12 months, being the Council's operational cycle.

**SHIRE OF PERENJORI**  
**SUPPLEMENTARY INFORMATION**

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SHIRE OF PERENJORI  
SUPPLEMENTARY INFORMATION  
FOR THE PERIOD ENDED 31 DECEMBER 2024

1 KEY INFORMATION

Funding Surplus or Deficit Components

Funding surplus / (deficit)				
	Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
Opening	\$3.13 M	\$3.13 M	\$3.17 M	\$0.04 M
Closing	\$0.00 M	\$1.78 M	\$2.64 M	\$0.86 M

Refer to Statement of Financial Activity

Cash and cash equivalents		
	\$6.22 M	% of total
Unrestricted Cash	\$2.96 M	47.7%
Restricted Cash	\$3.26 M	52.3%

Refer to 3 - Cash and Financial Assets

Payables		
	\$0.17 M	% Outstanding
Trade Payables	\$0.12 M	
0 to 30 Days		18.1%
Over 30 Days		82.0%
Over 90 Days		(25.5%)

Refer to 9 - Payables

Receivables		
	\$0.23 M	% Collected
Rates Receivable	\$0.23 M	93.6%
Trade Receivable	\$0.23 M	% Outstanding
Over 30 Days		92.8%
Over 90 Days		71.3%

Refer to 7 - Receivables

Key Operating Activities

Amount attributable to operating activities			
Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
(\$0.97 M)	\$1.28 M	\$1.40 M	\$0.12 M

Refer to Statement of Financial Activity

Rates Revenue		
YTD Actual	\$3.48 M	% Variance
YTD Budget	\$3.44 M	1.1%

Refer to 10 - Rate Revenue

Grants and Contributions		
YTD Actual	\$0.54 M	% Variance
YTD Budget	\$0.54 M	(0.6%)

Refer to 13 - Grants and Contributions

Fees and Charges		
YTD Actual	\$0.69 M	% Variance
YTD Budget	\$0.51 M	35.8%

Refer to Statement of Financial Activity

Key Investing Activities

Amount attributable to investing activities			
Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
(\$5.80 M)	(\$2.59 M)	(\$1.78 M)	\$0.82 M

Refer to Statement of Financial Activity

Proceeds on sale		
YTD Actual	\$0.07 M	%
Adopted Budget	\$0.15 M	(51.9%)

Refer to 6 - Disposal of Assets

Asset Acquisition		
YTD Actual	\$1.81 M	% Spent
Adopted Budget	\$6.18 M	(70.7%)

Refer to 5 - Capital Acquisitions

Capital Grants		
YTD Actual	\$2.53 M	% Received
Adopted Budget	\$6.52 M	(61.3%)

Refer to 5 - Capital Acquisitions

Key Financing Activities

Amount attributable to financing activities			
Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
\$3.64 M	(\$0.03 M)	(\$0.15 M)	(\$0.12 M)

Refer to Statement of Financial Activity

Borrowings	
Principal repayments	(\$0.03 M)
Interest expense	(\$0.03 M)
Principal due	\$1.10 M

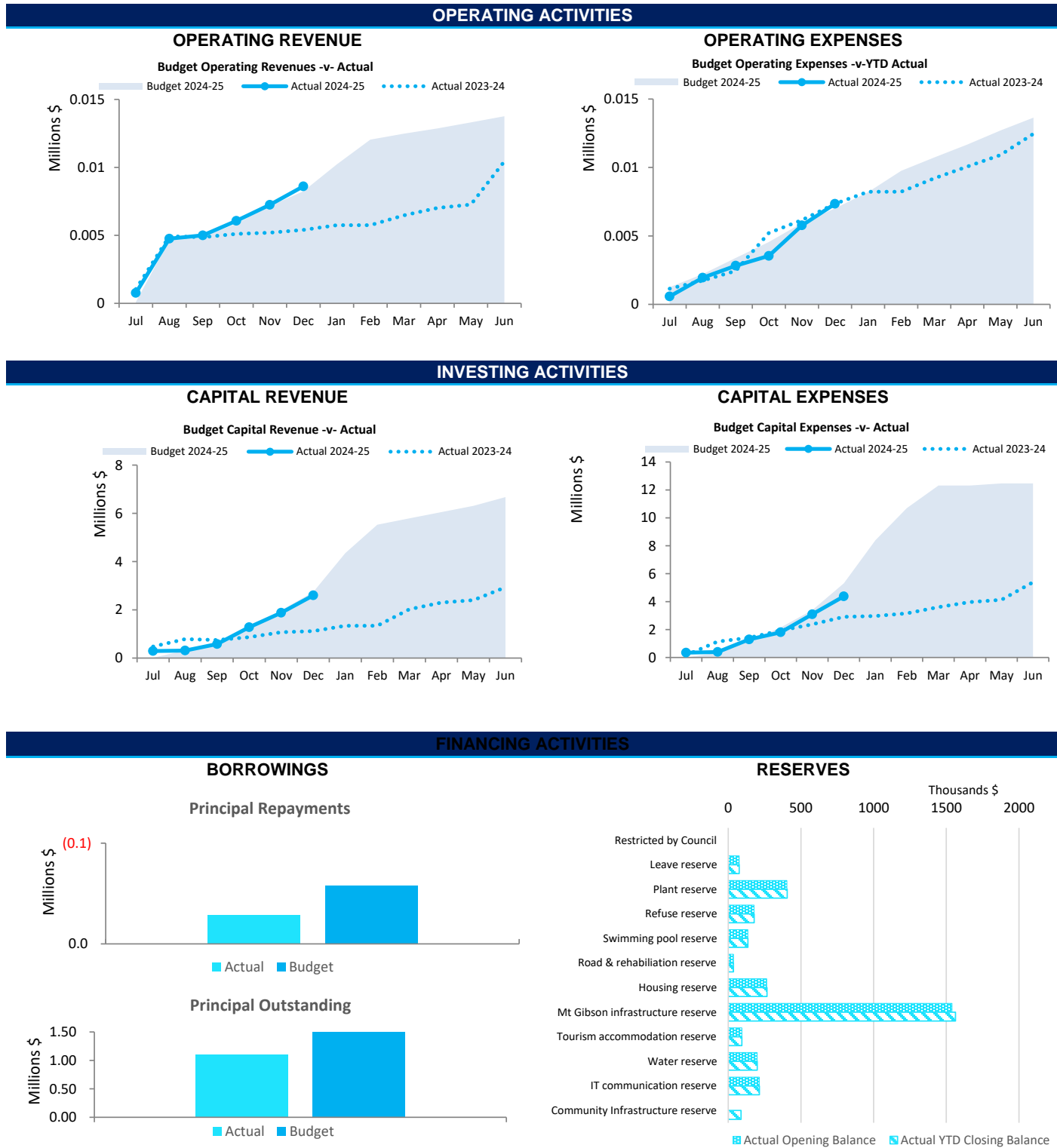
Refer to 11 - Borrowings

Reserves	
Reserves balance	\$3.26 M
Interest earned	\$0.03 M

Refer to 4 - Cash Reserves

This information is to be read in conjunction with the accompanying Financial Statements and notes.

2 KEY INFORMATION - GRAPHICAL



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

**SHIRE OF PERENJORI**  
**SUPPLEMENTARY INFORMATION**  
**FOR THE PERIOD ENDED 31 DECEMBER 2024**

**3 CASH AND FINANCIAL ASSETS**

Description	Classification	Total as per the Financial Statements			Actual Bank Balance	Institution	Interest Rate	Maturity Date
		Unrestricted	Restricted	Cash				
		\$	\$	\$	\$			
<b>Cash on hand</b>								
NAB Municipal Account	Cash and cash equivalents	66,479		66,479	66,479	Bank	0.00%	On Hand
Till Float	Cash and cash equivalents	150		150	150	Bank	0.00%	On Hand
NAB Municipal Telenet Saver Account	Cash and cash equivalents	2,898,153		2,898,153	2,898,153	Bank	3.50%	On Hand
Reserve Funds - Restricted Cash		0	3,256,443	3,256,443				
- Reserve Bank Account 4721	Cash and cash equivalents	0			92,924	Bank	3.50%	On Call
- Mt Gibson Mining Reserve Account 6682	Cash and cash equivalents	0			519	Bank	3.50%	On Call
- Mt Gibson Mining Term Deposit 6962	Cash and cash equivalents	0			1,563,000	Bank	4.95%	20/01/2025
- Reserve Term Deposit 0289	Cash and cash equivalents	0			1,600,000	Bank	5.10%	24/01/2025
<b>Total</b>		<b>2,964,782</b>	<b>3,256,443</b>	<b>6,221,225</b>	<b>6,221,225</b>			
<b>Comprising</b>								
Cash and cash equivalents		2,964,782	3,256,443	6,221,225	6,221,225			
		<b>2,964,782</b>	<b>3,256,443</b>	<b>6,221,225</b>	<b>6,221,225</b>			

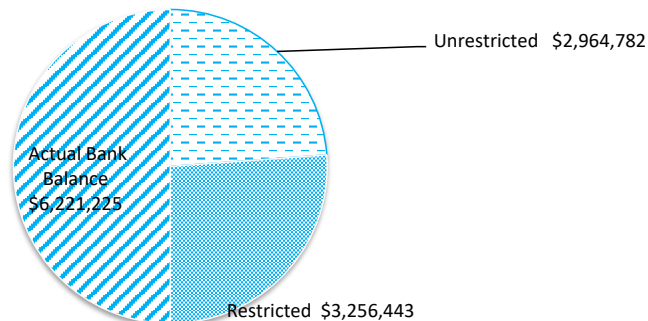
**KEY INFORMATION**

Cash and cash equivalents include cash on hand, cash at bank, deposits available on demand with banks and other short term highly liquid investments with original maturities of three months or less that are readily convertible to known amounts of cash and which are subject to an insignificant risk of changes in value. Bank overdrafts are reported as short term borrowings in current liabilities in the statement of net current assets.

The local government classifies financial assets at amortised cost if both of the following criteria are met:

- the asset is held within a business model whose objective is to collect the contractual cashflows, and
- the contractual terms give rise to cash flows that are solely payments of principal and interest.

Financial assets at amortised cost held with registered financial institutions are listed in this note other financial assets at amortised cost are provided in Note 4 - Other assets.





**SHIRE OF PERENJORI**  
**SUPPLEMENTARY INFORMATION**  
**FOR THE PERIOD ENDED 31 DECEMBER 2024**

**4 RESERVE ACCOUNTS**

Reserve name	Budget Opening Balance	Budget Interest Earned	Budget Transfers In (+)	Budget Transfers Out (-)	Budget Closing Balance
	\$	\$	\$	\$	\$
<b>Restricted by Council</b>					
Leave reserve	75,054	2,255	0	(23,614)	53,695
Plant reserve	403,638	10,004	199,053	(250,000)	362,695
Refuse reserve	177,740	3,690	100,000	0	281,430
Swimming pool reserve	134,688	3,362	100,000	0	238,050
Road & rehabilitation reserve	35,567	902	0	0	36,469
Housing reserve	264,726	6,560	0	0	271,286
Mt Gibson infrastructure reserve	1,539,326	49,000	0	(1,357,930)	230,396
Tourism accommodation reserve	93,669	2,378	0	0	96,047
Water reserve	199,086	5,002	0	0	204,088
IT communication reserve	213,444	5,330	95,000	(130,600)	183,174
Community Infrastructure reserve	0	1,517	178,845		180,362
	<b>3,136,938</b>	<b>90,000</b>	<b>672,898</b>	<b>(1,762,144)</b>	<b>2,137,692</b>

Actual Opening Balance	Actual Interest Earned	Actual Transfers In (+)	Actual Transfers Out (-)	Actual YTD Closing Balance
\$	\$	\$	\$	\$
75,054	352	0	0	75,406
403,638	2,216	0	0	405,854
177,740	797	0	0	178,537
134,688	467	0	0	135,155
35,567	140	0	0	35,707
264,726	1,666	0	0	266,392
1,539,326	24,193	0	0	1,563,519
93,669	291	0	0	93,960
199,086	705	0	0	199,791
213,444	840	0	0	214,284
0	49	87,789	0	87,838
<b>3,136,938</b>	<b>31,716</b>	<b>87,789</b>	<b>0</b>	<b>3,256,443</b>

## 5 CAPITAL ACQUISITIONS

	Adopted		YTD Actual	YTD Actual Variance
	Budget	YTD Budget		
Capital acquisitions	\$	\$	\$	\$
Land	20,000	20,000	0	(20,000)
Buildings	5,282,000	2,271,000	2,384,513	113,513
Furniture & equipment	140,099	20,099	31,480	11,381
Plant & equipment	846,600	246,600	152,061	(94,539)
<b>Acquisition of property, plant and equipment</b>	<b>6,288,699</b>	<b>2,557,699</b>	<b>2,568,054</b>	<b>10,355</b>
Roads	5,684,421	2,649,575	1,755,714	(893,861)
Other	491,928	103,000	53,011	(49,989)
<b>Acquisition of infrastructure</b>	<b>6,176,349</b>	<b>2,752,575</b>	<b>1,808,725</b>	<b>(923,140)</b>
<b>Total capital acquisitions</b>	<b>12,465,048</b>	<b>5,310,274</b>	<b>4,376,779</b>	<b>(912,785)</b>
<b>Capital Acquisitions Funded By:</b>				
Capital grants and contributions	6,518,484	2,659,215	2,525,519	(133,696)
Borrowings	2,700,000	0	0	0
Other (disposals & C/Fwd)	151,300	56,300	72,700	16,400
Reserve accounts				
Leave reserve	23,614	0	0	0
Plant reserve	250,000		0	0
Mt Gibson infrastructure reserve	1,357,930	0	0	0
IT communication reserve	130,600		0	0
Contribution - operations	1,333,120	2,594,759	1,778,559	(816,200)
<b>Capital funding total</b>	<b>12,465,048</b>	<b>5,310,274</b>	<b>4,376,779</b>	<b>(933,495)</b>

### SIGNIFICANT ACCOUNTING POLICIES

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

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

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

#### Initial recognition and measurement for assets held at cost

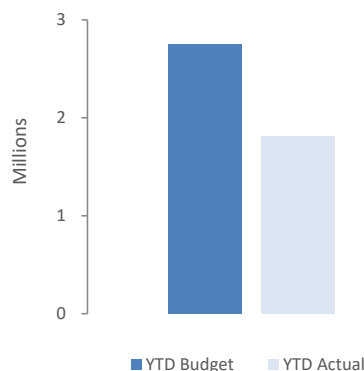
Plant and equipment including furniture and equipment is recognised at cost on acquisition in accordance with *Financial Management Regulation 17A*. Where acquired at no cost the asset is initially recognise at fair value. Assets held at cost are depreciated and assessed for impairment annually.

#### Initial recognition and measurement between

#### mandatory revaluation dates for assets held at fair value

In relation to this initial measurement, cost is determined as the fair value of the assets given as consideration plus costs incidental to the acquisition. For assets acquired at zero cost or otherwise significantly less than fair value, cost is determined as fair value at the date of acquisition. The cost of non-current assets constructed by the Shire includes the cost of all materials used in construction, direct labour on the project and an appropriate proportion of variable and fixed overheads.

Payments for Capital Acquisitions



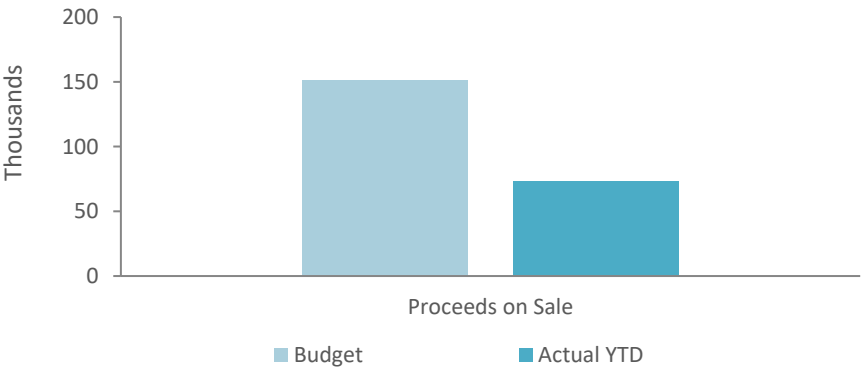
5 CAPITAL ACQUISITIONS - DETAILED

Job - Account	Job/Account Description	Asset Class	Type	Program	Original Budget	Amended Budget	YTD Budget	YTD Actual	YTD Actual Variance	Comments
FE03	Altus Payroll	Furniture & Equipment	Governance	New	70,000	70,000	-	-	-	C/F 23/24
FE04	Library Software	Furniture & Equipment	Recreation and Culture	New	10,600	10,600	10,600	3,200	7,400	C/F 23/24
FE08	Printer Admin	Furniture & Equipment	Administration	New	9,499	9,499	9,499	9,462	37	
FE09	Server - Inhouse	Furniture & Equipment	Administration	New	50,000	50,000	-	18,818	(18,818)	
BC27	Master Key System	Buildings	Administration	New	5,000	5,000	5,000	4,376	624	C/F 23/24
HC28	Additional Housing Timmings & Hirshauer	Buildings	Housing	New	36,000	36,000	36,000	58,627	(22,627)	Complete Landscaping C/F23/24
HC32	GROH Housing 2 x 3x2	Buildings	Housing	New	1,200,000	1,200,000	-	-	-	
I002	Community Hub Project	Buildings	Community Amenities	New	4,011,000	4,011,000	2,200,000	2,303,479	(103,479)	
BC19	Chalet 3 & 4 Caravan Park	Buildings	Economic Services	Upgrade	30,000	30,000	30,000	18,031	11,969	
HC33	Demolition of gifted property	Infrastructure - Other	Housing	New	40,000	40,000	40,000	-	40,000	
I009	Latham Bowls Green	Infrastructure - Other	Recreation and Culture	Upgrade	181,928	181,928	53,000	53,011	(11)	
I008	Latham Refuse Site	Infrastructure - Other	Recreation and Culture	New	50,000	50,000	-	-	-	
LA01	Purchase of Industrial Land	Land	Economic Services	New	20,000	20,000	20,000	-	20,000	
I010	Pump Track	Infrastructure - Other	Recreation and Culture	New	150,000	150,000	-	-	-	
I011	Niche Wall Latham Cemetery	Infrastructure - Other	Community Amenities	New	10,000	10,000	10,000	-	10,000	
I012	Radio Broadcasting	Infrastructure - Other	Recreation and Culture	New	60,000	60,000	-	-	-	
<b>Road Program</b>										
RRG049A	Syson Rd SLK 6.00 - 9.00	Infrastructure - Roads	Transport	Renewal	228,799	228,799	228,799	189,112	39,687	
RRG165	Carnamah Perenjori Rd SLK 21.39-23.42	Infrastructure - Roads	Transport	Renewal	219,817	219,817	-	3,508	(3,508)	
RRG015	Perenjori Rothsay Rd	Infrastructure - Roads	Transport	Renewal	-	257,500	-	-	-	
RRG141A	Warriedar Coppermine Rd SLK 6.5-7.30	Infrastructure - Roads	Transport	Renewal	446,500	189,000	189,000	-	189,000	
R2R094	Oversby Rd	Infrastructure - Roads	Transport	Renewal	207,146	207,146	-	82,268	(82,268)	
R2R014	Grant Rd	Infrastructure - Roads	Transport	Renewal	152,789	152,789	152,789	-	152,789	
R2R009	Hill Rd	Infrastructure - Roads	Transport	Upgrade	261,255	261,255	-	3,291	(3,291)	
R2R123	Crossing Rd Reconstruction/Seal	Infrastructure - Roads	Transport	Upgrade	417,220	417,220	417,220	-	417,220	
RC196	Iona Rd Seal	Infrastructure - Roads	Transport	Upgrade	18,810	18,810	18,810	-	18,810	
RC005	Lochada Rd	Infrastructure - Roads	Transport	Upgrade	148,860	148,860	148,860	98,739	50,121	
RC001	Bowgada Rd	Infrastructure - Roads	Transport	Upgrade	62,373	62,373	62,373	-	62,373	
MWF039	Morawa South Rd	Infrastructure - Roads	Transport	Upgrade	-	919,128	330,000	902,002	(572,002)	
MWF009	Hill Rd	Infrastructure - Roads	Transport	Upgrade	168,233	168,233	168,233	33,491	134,742	
MWF047	Boundary Rd	Infrastructure - Roads	Transport	Upgrade	2,433,491	2,433,491	933,491	443,303	490,188	
<b>Plant replacement program</b>										
04259	Small SUV	Plant & Equipment	Administration	Renewal	40,000	40,000	40,000	44,531	(4,531)	
CP36	Utility - Works Crew	Plant & Equipment	Transport	Renewal	65,000	65,000	65,000	61,505	3,495	
CP37	Works Supervisors Utility	Plant & Equipment	Transport	Renewal	65,000	65,000	65,000	46,025	18,975	
CP39	New Truck	Plant & Equipment	Transport	Renewal	360,000	360,000	-	-	-	
CP40	Tri Axle Water Tank	Plant & Equipment	Transport	Renewal	150,000	150,000	-	-	-	
CP41	Multi Tyre Roller Attachemnt	Plant & Equipment	Transport	New	70,000	70,000	70,000	-	70,000	
CP42	Multi Tyre Roller Attachemnt	Plant & Equipment	Transport	New	70,000	70,000	-	-	-	
CP38	Bobcat Trailer	Plant & Equipment	Transport	New	20,000	20,000	-	-	-	
CP34	EV Charging Station	Plant & Equipment	Transport	New	6,600	6,600	6,600	-	6,600	

11,545,920	12,465,048	5,310,274	4,376,779	933,495
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6 DISPOSAL OF ASSETS

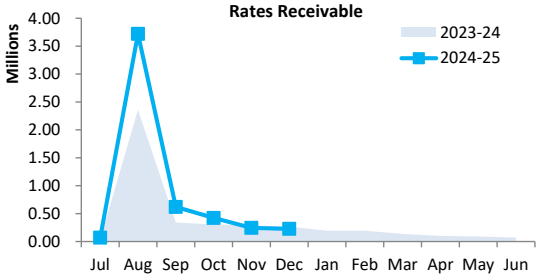
Asset Ref.	Asset description	Budget				YTD Actual			
		Net Book	Proceeds	Profit	(Loss)	Net Book	Proceeds	Profit	(Loss)
		Value				Value			
		\$	\$	\$	\$	\$	\$	\$	\$
	<b>Plant and equipment</b>								
PE019	Nissan Xtrail	24,000	15,000	0	(9,000)	0	19,700	19,700	0
PE322	2023 Mitsubishi Triton	32,750	25,000	0	(7,750)	36,999	32,000	0	(4,999)
PE214	Howard Porter Water Tanker	60,950	45,000	0	(15,950)	0	0	0	0
PE145	UD Truck	47,500	50,000	2,500	0	0	0	0	0
PE209	Mitsubishi Triton	19,475	16,300	0	(3,175)	0	21,000	21,000	0
		<b>184,675</b>	<b>151,300</b>	<b>2,500</b>	<b>(35,875)</b>	<b>36,999</b>	<b>72,700</b>	<b>40,700</b>	<b>(4,999)</b>



# 7 RECEIVABLES

## Rates receivable

	30 Jun 2024	31 Dec 2024
Opening arrears previous years	\$ 71,227	\$ 71,228
Levied this year		3,477,621
Less - collections to date	1	(3,321,413)
Gross rates collectable	<b>71,228</b>	<b>227,436</b>
Net rates collectable	<b>71,228</b>	<b>227,436</b>
% Collected	0.0%	93.6%



Receivables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Receivables - general	(2,099)	18,941	39,163	10,999	166,275	233,278
Percentage	(0.9%)	8.1%	16.8%	4.7%	71.3%	
<b>Balance per trial balance</b>						
Sundry debtors						233,278
GST receivable						(1,460)
<b>Total receivables general outstanding</b>						<b>231,823</b>

Amounts shown above include GST (where applicable)

## KEY INFORMATION

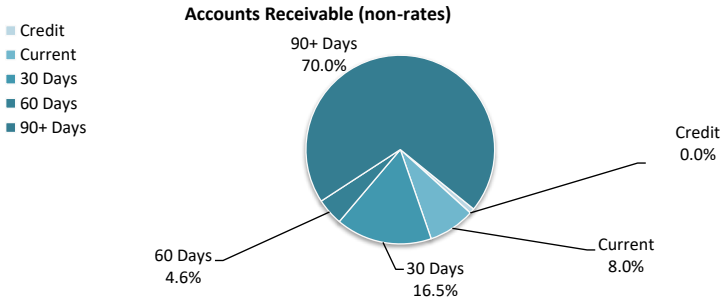
Trade and other receivables include amounts due from ratepayers for unpaid rates and service charges and other amounts due from third parties for goods sold and services performed in the ordinary course of business.

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 are classified as non-current assets.

Trade and other receivables are held with the objective to collect the contractual cashflows and therefore the Shire measures them subsequently at amortised cost using the effective interest rate method.



8 OTHER CURRENT ASSETS

	Opening Balance 1 July 2024	Asset Increase	Asset Reduction	Closing Balance 31 December 2024
Other current assets	\$	\$	\$	\$
Inventory				
Stock inventories	84,036	592	0	84,628
<b>Total other current assets</b>	<b>84,036</b>	<b>592</b>	<b>0</b>	<b>84,628</b>

Amounts shown above include GST (where applicable)

KEY INFORMATION

Inventory

Inventories are measured at the lower of cost and net realisable value.

Net realisable value is the estimated selling price in the ordinary course of business less the estimated costs of completion and the estimated costs necessary to make the sale.

## 10 RATE REVENUE

### General rate revenue

RATE TYPE	Rate in	Number of	Rateable	Rate	Budget	Total	Rate	YTD Actual	Total
	\$ (cents)	Properties	Value	Revenue	Interim Rate Revenue	Revenue	Revenue	Interim Rate Revenue	Revenue
				\$	\$	\$	\$	\$	\$
<b>Gross rental value</b>									
Townsite	0.076182	106	1,159,333	113,377	0	113,377	111,872	0	111,872
Mining	0.107240	1	3,144,000	304,025	0	304,025	304,025	0	304,025
<b>Unimproved value</b>									
Rural	0.012152	258	155,050,000	2,343,702	0	2,343,702	2,342,918	201	2,343,118
Mining	0.295015	39	2,600,348	840,603	0	840,603	840,603	0	840,603
Exploration	0.179321	35	268,702	59,046	0	59,046	58,324	(4,151)	54,173
<b>Sub-Total</b>		<b>439</b>	<b>162,222,383</b>	<b>3,660,753</b>	<b>0</b>	<b>3,660,753</b>	<b>3,657,743</b>	<b>(3,950)</b>	<b>3,653,791</b>
<b>Minimum payment</b>	<b>Minimum Payment \$</b>								
<b>Gross rental value</b>									
Townsite	389	32	27,601	11,424	0	11,424	13,056	0	13,056
Mining	389	2	20	408	0	408	408	0	408
<b>Unimproved value</b>									
Rural	0	11	102,300	4,488	0	4,488	5,304	40	5,344
Mining	0	7	2,801	2,040	0	2,040	2,040	0	2,040
Exploration	0	24	23,162	11,424	0	11,424	12,240	160	12,400
<b>Sub-total</b>		<b>76</b>	<b>155,884</b>	<b>29,784</b>	<b>0</b>	<b>29,784</b>	<b>33,048</b>	<b>200</b>	<b>33,248</b>
Discount						(276,790)			(236,915)
<b>Amount from general rates</b>						<b>3,413,747</b>			<b>3,450,124</b>
Ex-gratia rates						27,543	27,496		27,496
<b>Total general rates</b>						<b>3,441,290</b>			<b>3,477,621</b>

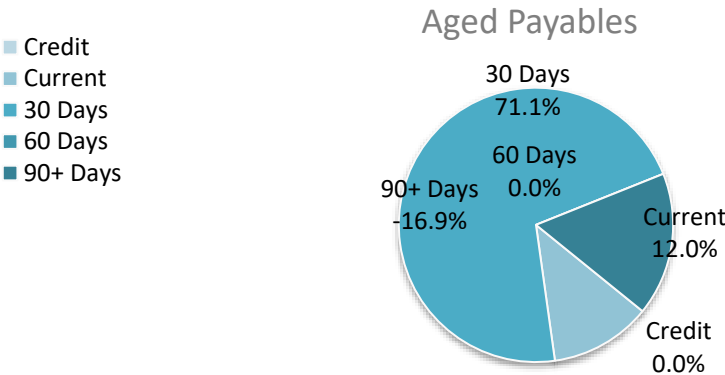
9 PAYABLES

Payables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Payables - general	0	758	4,510	0	(1,071)	4,197
Percentage	0.0%	18.1%	107.5%	0.0%	-25.5%	
<b>Balance per trial balance</b>						
Payables, current	0	115,321	0	0	0	115,321
ATO liabilities	0	(24,557)	0	0	0	(24,557)
Prepaid rates	0	55,842	0	0	0	55,842
Licencing	0	16,871	0	0	0	16,871
<b>Total payables general outstanding</b>						<b>174,744</b>

Amounts shown above include GST (where applicable)

KEY INFORMATION

Trade and other payables represent liabilities for goods and services provided to the Shire prior to the end of the period that are unpaid and arise when the Shire becomes obliged to make future payments in respect of the purchase of these goods and services. The amounts are unsecured, are recognised as a current liability and are normally paid within 30 days of recognition. The carrying amounts of trade and other payables are considered to be the same as their fair values, due to their short-term nature.





## 11 BORROWINGS

### Repayments - borrowings

Information on borrowings Particulars		Loan No.	New Loans		Principal Repayments		Principal Outstanding		Interest Repayments		
			1 July 2024	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget
			\$	\$	\$	\$	\$	\$	\$	\$	
John Street Subdivision	98		126,515	0	0	(13,984)	(28,456)	112,531	98,059	(4,912)	(8,450)
Council Housing	99		1,000,000	0	0	(14,544)	(29,465)	985,456	970,535	(26,892)	(58,334)
Shop Development	100		0	0	1,500,000	0	0	1,500,000	0	0	0
GROH Housing	101		0	0	1,200,000	0	0	1,200,000	0	0	0
Total			1,126,515	0	2,700,000	(28,528)	(57,921)	1,097,987	3,768,594	(31,799)	(66,784)
Current borrowings			57,921					29,392			
Non-current borrowings			1,068,594					1,068,595			
			1,126,515					1,097,987			

All debenture repayments were financed by general purpose revenue.

### KEY INFORMATION

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

Fair values of borrowings are not materially different to their carrying amounts, since the interest payable on those borrowings is either close to current market rates or the borrowings are of a short term nature. Non-current borrowings fair values are based on discounted cash flows using a current borrowing rate.

## 12 OTHER CURRENT LIABILITIES

	Note	Opening Balance 1 July 2024 \$	Liability transferred from/(to) non current \$	Liability Increase \$	Liability Reduction \$	Closing Balance 31 December 2024 \$
<b>Other current liabilities</b>						
<b>Other liabilities</b>						
Contract liabilities		1,040,935	0	721,323	(1,085,393)	676,865
Capital grant/contributions liabilities		13,511	0	0	0	13,511
<b>Total other liabilities</b>		1,054,446	0	721,323	(1,085,393)	690,376
<b>Employee Related Provisions</b>						
Employee provisions		254,753	0	0	0	254,753
<b>Total Provisions</b>		254,753	0	0	0	254,753
<b>Total other current liabilities</b>		<b>1,309,199</b>	<b>0</b>	<b>721,323</b>	<b>(1,085,393)</b>	<b>945,129</b>
Amounts shown above include GST (where applicable)						

A breakdown of contract liabilities and associated movements is provided on the following pages at Note 13 and 14

### KEY INFORMATION

#### Provisions

Provisions are recognised when the Shire has a present legal or constructive obligation, as a result of past events, for which it is probable that an outflow of economic benefits will result and that outflow can be reliably measured.

Provisions are measured using the best estimate of the amounts required to settle the obligation at the end of the reporting period.

#### Employee Related Provisions

##### Short-term employee benefits

Provision is made for the Shire's obligations for short-term employee benefits. Short-term employee benefits are benefits (other than termination benefits) that are expected to be settled wholly before 12 months after the end of the annual reporting period in which the employees render the related service, including wages, salaries and sick leave. Short-term employee benefits are measured at the (undiscounted) amounts expected to be paid when the obligation is settled.

The Shire's obligations for short-term employee benefits such as wages, salaries and sick leave are recognised as a part of current trade and other payables in the calculation of net current assets.

##### Other long-term employee benefits

The Shire's obligations for employees' annual leave and long service leave entitlements are recognised as employee related provisions in the statement of financial position.

Long-term employee benefits are measured at the present value of the expected future payments to be made to employees. Expected future payments incorporate anticipated future wage and salary levels, durations of service and employee departures and are discounted at rates determined by reference to market yields at the end of the reporting period on government bonds that have maturity dates that approximate the terms of the obligations. Any remeasurements for changes in assumptions of obligations for other long-term employee benefits are recognised in profit or loss in the periods in which the changes occur. The Shire's obligations for long-term employee benefits are presented as non-current provisions in its statement of financial position, except where the Shire does not have an unconditional right to defer settlement for at least 12 months after the end of the reporting period, in which case the obligations are presented as current provisions.

#### Contract liabilities

An entity's obligation to transfer goods or services to a customer for which the entity has received consideration (or the amount is due) from the customer.

#### Capital grant/contribution liabilities

Grants to acquire or construct recognisable non-financial assets to identified specifications be constructed to be controlled by the Shire are recognised as a liability until such time as the Shire satisfies its obligations under the agreement.

SHIRE OF PERENJORI  
SUPPLEMENTARY INFORMATION  
FOR THE PERIOD ENDED 31 DECEMBER 2024

OPERATING ACTIVITIES

13 GRANTS, SUBSIDIES AND CONTRIBUTIONS

Provider	Program	Unspent grant, subsidies and contributions liability					Grants, subsidies and contributions revenue		
		Liability	Increase in Liability	Decrease in Liability	Liability	Current Liability	Adopted Budget	YTD	YTD
		1 July 2024		(As revenue)	31 Dec 2024	31 Dec 2024	Revenue	Budget	Revenue
		\$	\$	\$	\$	\$	\$	\$	\$
<b>Grants and subsidies</b>									
DFES Operating Grant	Law, Order & Public Safety	0	0	0	0	0	40,732	20,366	13,001
Direct Grant	Transport	0	0	0	0	0	333,103	333,103	333,103
Grants Commission Grant	General purpose funding	0	0	0	0	0	255,553	127,776	114,075
Untied Road Grant	General purpose funding	0	0	0	0	0	116,295	58,148	52,804
Doantion Bush Telegraph Committee	General purpose funding	13,511	0	0	13,511	13,511	0	0	0
Volunteers & Seniors Grants	Community Services	0	0	0	0	0	12,000	0	23,150
Main Roads Street Lighting Subsidy	Transport	0	0	0	0	0	3,350	0	0
		<b>13,511</b>	<b>0</b>	<b>0</b>	<b>13,511</b>	<b>13,511</b>	<b>761,033</b>	<b>539,393</b>	<b>536,132</b>

14 CAPITAL GRANTS, SUBSIDIES AND CONTRIBUTIONS

Provider	Program	Capital grant/contribution liabilities				Capital grants, subsidies and contributions revenue		
		Liability	Increase in Liability	Decrease in Liability	Liability	Adopted Budget	YTD	YTD Revenue
		1 July 2024		(As revenue)	31 Dec 2024	Revenue	Budget	Actual
		\$	\$	\$	\$	\$	\$	\$
<b>Capital grants and subsidies</b>								
LR&CIP Funding	General Purpose Funding	540,935	0	(441,792)	99,143	901,557	604,042	441,792
Department of Industry (Evacuation Centre Grant)	General Purpose Funding	0	0	0	0	0	0	0
DFES Resilience Grant	Community Amenities	500,000	0	(500,000)	(0)	500,000	500,000	500,000
Regional Road Group Funding	Transport	0	161,466	(122,666)	38,800	548,000	91,333	122,666
Roads To Recovery Funding	Transport	0	621,190	(82,268)	538,922	941,475	0	82,268
Mid West Secondary Grain Freight Network Grant	Transport	0	0	0	0	3,520,852	1,457,240	1,378,793
EV Charging Ststion	Transport	0	0	0	0	6,600	6,600	0
Deparment Sport and Rec	Recreation and Culture	0	0	0	0	100,000	0	0
		<b>1,040,935</b>	<b>782,656</b>	<b>(1,146,726)</b>	<b>676,865</b>	<b>6,518,484</b>	<b>2,659,215</b>	<b>2,525,519</b>

**SHIRE OF PERENJORI**  
**SUPPLEMENTARY INFORMATION**  
**FOR THE PERIOD ENDED 31 DECEMBER 2024**

**15 TRUST FUND**

Funds held at balance date which are required by legislation to be credited to the trust fund and which are not included in the financial statements are as follows:

Description	Opening Balance 1 July 2024	Amount Received	Amount Paid	Closing Balance 31 Dec 2024
	\$	\$	\$	\$
Mount Gibson Public Benefit Fund	276,889	977	0	277,866
	<b>276,889</b>	<b>977</b>	<b>0</b>	<b>277,866</b>

**SHIRE OF PERENJORI**  
**SUPPLEMENTARY INFORMATION**  
**FOR THE PERIOD ENDED 31 DECEMBER 2024**

**16 BUDGET AMENDMENTS**

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

Description	Council Resolution	Classification	Non Cash Adjustment	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
			\$	\$	\$	\$
<b>Budget adoption</b>		Surplus/(Deficit)				0
CSRFF Grant not approved		Operating revenue			(61,623)	(61,623)
Latham Bowls Green Mt Gib		Operating revenue		22,123		(39,500)
Shop extra expense		Capital expenses			(507,930)	(547,430)
CEO Recruitment and Performance review		Operating revenue		17,000		(530,430)
Latham Bowls green in kind works		Capital expenses		2,500		(527,930)
Shop Loan		Operating revenue		700,000		172,070
Decrease Mt Gib Reserve Transfer from		Operating revenue			(192,070)	(20,000)
Decrease IT reserve transfer to		Capital expenses		5,000		(15,000)
Increase reimbursement from Latham Club		Operating revenue		15,000		0
				<b>761,623</b>	<b>(761,623)</b>	<b>0</b>

## 13.2 SCHEDULE OF FINANCIAL ACTIVITY FOR THE PERIOD ENDED 31 DECEMBER 2024

<b>Applicant:</b>	Shire of Perenjori
<b>File:</b>	ADM 0082
<b>Report Date:</b>	20 February 2025
<b>Disclosure of Interest:</b>	
<b>Voting Requirements:</b>	Simple Majority
<b>Author:</b>	Gypsie Douglas – Finance Officer
<b>Responsible Officer:</b>	Ally Bryant – Finance Manager
<b>Attachments:</b>	<a href="#">13.2.1 - Accounts for Payment 31 December 2024</a> <a href="#">13.2.2 – Corporate Credit Card Statement &amp; Breakdown (NAB)</a>

### Summary

Council is presented the list of payments made from the Municipal, Trust and Reserve Accounts under delegation since the last Ordinary Council Meeting.

### Background

Council delegates authority to the Chief Executive Officer annually:

To make payments from Trust, Reserve and Municipal Fund;

To purchase goods and services to a value of not more than \$250,000;

### Legal Compliance

*Local Government Act 1995*

S6.5. Accounts and records

Local Government (Financial Management) Regulations 1996

R11. Payments, procedures for making etc.

R12. Payments from municipal fund or trust fund, restrictions on making

(1) A payment may only be made from the municipal fund or the trust fund —

(a) if the local government has delegated to the CEO the exercise of its power to make payments from those funds — by the CEO; or

(b) otherwise, if the payment is authorised in advance by a resolution of the council.

(2) The council must not authorise a payment from those funds until a list prepared under regulation 13(2) containing details of the accounts to be paid has been presented to the council.

S13. Payments from municipal fund or trust fund by CEO, CEO's duties as to etc.

(1) If the local government has delegated to the CEO the exercise of its power to make payments from the municipal fund or the trust fund, a list of accounts paid by the CEO is to be prepared each month showing for each account paid since the last such list was prepared —

(a) the payee's name; and

(b) the amount of the payment; and

(c) the date of the payment; and

(d) sufficient information to identify the transaction.

(2) A list of accounts for approval to be paid is to be prepared each month showing —

(a) for each account which requires council authorisation in that month —

(i) the payee's name; and

(ii) the amount of the payment; and

(iii) sufficient information to identify the transaction; and

(b) the date of the meeting of the council to which the list is to be presented.

(3) A list prepared under sub-regulation (1) or (2) is to be —

- (a) presented to the council at the next ordinary meeting of the council after the list is prepared; and
- (b) recorded in the minutes of that meeting.

### Policy Implications

Nil

### Council Policy Compliance

Payments are checked to ensure compliance with Council's Purchasing Policy Number 4007 – Procurement Policy.

### Financial Implications

All payments are made in accordance with the adopted annual budget.

### Strategic Community Plan

Goal 4: A strong and diverse Council working closely with the proactive and involved community.

4.6. The organisation, assets and finances of the Shire are managed responsibly.

### Consultation

Paul Anderson – Chief Executive Officer

Ally Bryant – Finance Manager

### Officer Comment

Accounts paid for the month ending 31 December 2024.

Municipal Account	
EFT 18160 - 18267	\$2,178,019.53
Direct Debits	\$95,917.22
Cheques	\$0.00
Corporate MasterCard	\$7,106.26
Bank Fees	\$ 0.00
<b>Total</b>	<b>\$2,281,313.78</b>

Trust Account – Mt Gibson Public Benefit Funds	
EFT – Transfer to another account (Close Term Deposit)	\$0.00
Cheques	\$0.00
Bank Fees	\$0.00
<b>Total</b>	<b>\$0.00</b>

Totalling **\$2,281,313.78** from *Municipal* and *Trust Accounts* for the month ending **31 December 2024**.

### OFFICER RECOMMENDATION

#### Council Resolution Number:

Moved:

Seconded:

**That the cheques and electronic payments as per the attached schedules of accounts for payment totaling \$2,281,313.78 (Two million, two hundred and eighty-one thousand, three hundred and thirteen dollars and seventy eight cents) be accepted.**

**Motion put and carried / lost**

**For:**

**Against:**

[Next Item](#)



**Shire of Perenjori**  
**Local Government Act 1995**  
**Accounts for Payment for Month Ended 31 December 2024**

<b>Cheque /EFT No</b>	<b>Date</b>	<b>Name</b>	<b>Invoice Description</b>	<b>Bank Code</b>	<b>INV Amount</b>	<b>Amount</b>
EFT18494	11/12/2024	FULCHER CONTRACTORS	MWSFN - Road Widening Works - November 2024 Claim	M		1,182,934.43
EFT18495	12/12/2024	ALCOLIZER TECHNOLOGY	6 Month Calibration for Alcohol Tester - Depot	M		137.50
EFT18496	12/12/2024	APPLIED SATELLITE TECHNOLOGY AUSTRALIA PTY LTD	Monthly Subscription & AST Service Fee - November 2024	M		78.43
EFT18497	12/12/2024	AUSTRALIA POST	Monthly Postage Fees - November 2024	M		144.64
EFT18498	12/12/2024	AVON WASTE	Waste removal- September & November 2024	M		5,922.00
EFT18499	12/12/2024	BOB WADDELL & ASSOCIATES PTY LTD	Rate Services week ending 8/12/24	M		792.00
EFT18500	12/12/2024	CENTRAL REGIONAL TAFE	Civil Construction Training for outside staff - August/September 2024	M		5,428.34
EFT18501	12/12/2024	CHILD SUPPORT AGENCY	Payroll deductions	M		310.55
EFT18502	12/12/2024	E & MJ ROSHER PTY LTD	Washer lock, shaft blade & various parts - Kubota Mower	M		1,310.03
EFT18503	12/12/2024	ECOWATER SERVICES PTY LTD	Biomax C20 routine maintenance service - PECC	M		793.00
EFT18504	12/12/2024	GFG TEMP ASSIST	Consulting on Design & Construction for Supermarket & Minor Works Contract Tender - November 24	M		2,908.95
EFT18505	12/12/2024	GRANTS EMPIRE	Development of Lotterywest Application - Perenjori Agricultural Show 2025 - 1st Instalment	M		660.00
EFT18506	12/12/2024	GREAT SOUTHERN FUEL	Engine oil 205Lt & Transmission Fluid 205Lt - Various vehicles	M		2,421.90
EFT18507	12/12/2024	GREENFIELD TECHNICAL SERVICES	Management of Pavement Repairs - November 2024	M		7,150.00
EFT18508	12/12/2024	HERSEY'S SAFETY PTY LTD	Various Safety Items & consumables - Depot	M		3,040.51
EFT18509	12/12/2024	IKONYX MEDICAL SERVICES PTY LTD	Annual Retainer Medical Services - December 2024	M		2,291.66
EFT18510	12/12/2024	INDEPENDENT RURAL PTY LTD	Mosquito Fogging 20LT, Hardware & Garden Supplies – Nov 24	M		8,669.78

**Shire of Perenjori**  
**Local Government Act 1995**  
**Accounts for Payment for Month Ended 31 December 2024**

<b>Cheque /EFT No</b>	<b>Date</b>	<b>Name</b>	<b>Invoice Description</b>	<b>Bank Code</b>	<b>INV Amount</b>	<b>Amount</b>
EFT18511	12/12/2024	INTEGRATED ICT	Onsite Server Installation – Engineer & Monthly Subscriptions - November 24	M		16,536.93
EFT18512	12/12/2024	J'S HARDWARE & GIFTS	Hardware & Garden Supplies - November 2024	M		1,137.95
EFT18513	12/12/2024	KATS RURAL	2-Way Data Coil - Perenjori Oval. Pain, scrapers, filler, brush, drill - Pavilion & Caravan Park Village	M		987.89
EFT18514	12/12/2024	KINGS WA PTY LTD	Maintenance Grading on various Rds - November 24. Haulage of Gravel from North Rd to Lochada Rd – November 24	M		46,809.40
EFT18515	12/12/2024	MAINTENANCE EXPERTS PTY LTD	Mex program data hosting renewal - 27/11/24 to 27/11/25. Annual Maintenance Agreement for MEX – 22/11/24 to 22/11/25	M		4,399.00
EFT18516	12/12/2024	MCLEODS LAWYERS	Prepare Lease - Latham Golf & Bowling Club	M		124.08
EFT18517	12/12/2024	MOODY L & K PTY LTD T/A GERALDTON LOCK & KEY	Supply & Install Entry Lock Gate - Pool	M		7,897.20
EFT18518	12/12/2024	NOVUS AUTOGLASS REPAIRS & REPLACEMENT	Replace Right Hand Rear Door Glass & Tint - 43PJ	M		490.00
EFT18519	12/12/2024	OFFICE OF THE AUDITOR GENERAL	Fees for attest audit for the year ended 30 June 2024	M		55,220.00
EFT18520	12/12/2024	ON HOLD ONLINE	Monthly On Hold Messages - November 2024	M		77.00
EFT18521	12/12/2024	PERENJORI ROADHOUSE	Cleaning Supplies - C/Park, Gym, Medical Centre, Depot, Pavilion & Chambers, Supplies for Admin, Depot	M		806.00
EFT18522	12/12/2024	REECE PTY LTD	S & P Trap & Bowl Connector - Depot	M		19.86
EFT18523	12/12/2024	REPCO AUTO PARTS	Driving Lights x 2 - 02PJ	M		523.88
EFT18524	12/12/2024	RJ & LJ KING	Toyo Tyre - PJ 1526	M		343.20
EFT18525	12/12/2024	SHERMAC AUSTRALIA PTY LTD	Multi core tube x 7, Reducer x 10 & freight - PJ1527	M		849.18
EFT18526	12/12/2024	SINCH MESSAGEMEDIA	Monthly Messaging Service - November 2024	M		502.98
EFT18527	12/12/2024	SPARTAN RESOURCES LIMITED	Rates refund for assessment A15275 E59/02469 MINING	M		326.40

**Shire of Perenjori**  
**Local Government Act 1995**  
**Accounts for Payment for Month Ended 31 December 2024**

<b>Cheque /EFT No</b>	<b>Date</b>	<b>Name</b>	<b>Invoice Description</b>	<b>Bank Code</b>	<b>INV Amount</b>	<b>Amount</b>
			TENEMENT PERENJORI WA 6620			
EFT18528	12/12/2024	TEAM GLOBAL EXPRESS PTY LTD	Freight Charges – Woodlands & E & MJ Rosher	M		550.15
EFT18529	12/12/2024	TOTALLY WORKWEAR	Protective Footwear - Depot Staff	M		393.20
EFT18530	12/12/2024	TRUCK CENTRE (WA) PTY LTD	Damper/Connector, Gasket x 2 & Freight - PJ1578	M		346.21
EFT18531	12/12/2024	TRUCKLINE	Seal Guardian - PJ1525	M		256.64
EFT18532	12/12/2024	WOODLANDS DISTRIBUTORS PTY LTD	Outdoor setting - Trott Park	M		4,067.80
EFT18533	12/12/2024	WURTH AUSTRALIA PTY LTD	Lubricant, Washers, Head screw & shank, Glass cleaning cloths, Zinc spray, Self-locking nut, Screws, Threaded rods, Primer & Freight - Depot	M		293.77
EFT18534	18/12/2024	BREFFNI GROUP PTY LTD	Claim 05 - RFT02-2023/24 Design and Construction of a 500 sqm Supermarket	M		766,624.69
EFT18535	19/12/2024	BLUEHILL COURIERS	Freight from Auto One, Geraldton Mowers, Komatsu, CJD, TAJ Mechanical - 1/11/24 Westrac & Abrolhos Steel - 15/11/24	M		511.50
EFT18536	19/12/2024	BOC LIMITED	Flow Meter, Annual Cylinder Fee, Cylinder - Medical Centre	M		939.76
EFT18537	19/12/2024	BURGESS RAWSON (WA) PTY LTD	Water Usage 15/10/24-10/12/24 (L3206-opp #32) & Fowler St	M		1,815.88
EFT18538	19/12/2024	CHILD SUPPORT AGENCY	Payroll deductions	M		621.10
EFT18539	19/12/2024	CNW PTY LTD	Light - 27 Timmings St	M		51.98
EFT18540	19/12/2024	INDEPENDENT RURAL PTY LTD	Toilet Paper & Laundry Powder - Caravan Park. Garden supplies & Protective footwear – cleaners	M		783.34
EFT18541	19/12/2024	INTEGRATED ICT	Install Visitor Wi-Fi - Caravan Park. Microsoft windows licence - November 24	M		1,930.13
EFT18542	19/12/2024	IT VISION (READYTECH)	Implementation of BPAY for NAB Banking	M		3,709.20
EFT18543	19/12/2024	JLT RISK SOLUTIONS PTY LTD	Regional Risk Co-Ordinator Fees - December 2024	M		6,600.00

**Shire of Perenjori**  
**Local Government Act 1995**  
**Accounts for Payment for Month Ended 31 December 2024**

<b>Cheque /EFT No</b>	<b>Date</b>	<b>Name</b>	<b>Invoice Description</b>	<b>Bank Code</b>	<b>INV Amount</b>	<b>Amount</b>
EFT18544	19/12/2024	JMH MECHANICAL SERVICES	Diagnose & Repair Fault (Inc battery) - PJ1585	M		945.07
EFT18545	19/12/2024	LANDGATE - VALUATIONS	Rural UV Interim R2024/03 - 14/9/24-27/9/24	M		101.48
EFT18546	19/12/2024	MOODY L & K PTY LTD T/A GERALDTON LOCK & KEY	Key Cut - Perenjori Hall	M		28.60
EFT18547	19/12/2024	MOORA GLASS SERVICE	Supply & Fit steel door & lock x 2 - 5 Hirshauer St & 25 Timmings St	M		4,448.40
EFT18548	19/12/2024	MORAWA REFRIGERATION	Remove wasp nest from split system drain & flush out - Lodge	M		270.00
EFT18549	19/12/2024	OMNICOM MEDIA GROUP AUSTRLIA PTY LTD (MARKETFORCE)	Notice of Proposal to Lease Property Advert - 9/11/24 Advertisement of intention to borrow – 6/11/24	M		1,100.92
EFT18550	19/12/2024	PETER EGAN CARPENTRY	Supply & install bathroom benches & basins - C/Park	M		3,465.00
EFT18551	19/12/2024	SHIRE OF MORAWA	Basic Worksite Traffic Management Training for outside staff - November 2024	M		3,399.75
EFT18552	19/12/2024	TEAM GLOBAL EXPRESS PTY LTD	Freight from Winc, E & M J Rosher & Westrac	M		261.26
EFT18553	19/12/2024	WALLACE PLUMBING AND GAS PTY LTD	Replace & test thermostat & element - 50 Russell St	M		504.08
EFT18554	19/12/2024	WALLIS COMPUTER SOLUTIONS	Teltonika Router 24/25FY - Medical Centre	M		1,306.80
EFT18555	19/12/2024	WINC AUSTRALIA PTY LIMITED	Various stationery & cleaning supplies - Depot, Admin & C/Park	M		846.85
EFT18556	19/12/2024	ZED ELECT	Install 2 circuits for air conditioning units - 32 Livingstone St Install power supply for split system – 5 Hirshauer, 25 Timmings. Replace heat fan light – 2 John St. Diagnose & repair electrical faults – Latham Community Centre	M		9,801.30
DD15199.1	03/12/2024	AWARE SUPER	Payroll deductions	M		10,147.06
DD15199.2	03/12/2024	UNISUPER	Superannuation contributions	M		264.95
DD15199.3	03/12/2024	THE RL & JMA RYAN SUPERANNUATION FUND	Superannuation contributions	M		1,143.86

**Shire of Perenjori**  
**Local Government Act 1995**  
**Accounts for Payment for Month Ended 31 December 2024**

<b>Cheque /EFT No</b>	<b>Date</b>	<b>Name</b>	<b>Invoice Description</b>	<b>Bank Code</b>	<b>INV Amount</b>	<b>Amount</b>
DD15199.4	03/12/2024	AUSTRALIAN RETIREMENT TRUST (SUPER SAVINGS)	Superannuation contributions	M		744.05
DD15199.5	03/12/2024	AUSTRALIAN SUPER	Superannuation contributions	M		2,452.71
DD15199.6	03/12/2024	REST INDUSTRY SUPERANNUATION	Superannuation contributions	M		185.09
DD15199.7	03/12/2024	MERCER SUPER TRUST	Superannuation contributions	M		657.25
DD15199.8	03/12/2024	HOST PLUS SUPER	Superannuation contributions	M		395.05
DD15199.9	03/12/2024	EXPAND EXTRA SUPER	Superannuation contributions	M		303.40
DD15211.1	02/12/2024	SYNERGY	Electricity usage 23/08/24-22/10/24 - Oval	M		123.30
DD15211.2	09/12/2024	TELSTRA CORPORATION LIMITED	Main Account to 15/11/24	M		3,042.81
DD15211.3	02/12/2024	WESTNET	Monthly Internet Charge for Museum, Library & Depot - Nov & Dec 24	M		123.90
DD15211.4	09/12/2024	RMS (Aust) P/L	RMS Cloud & Support - December 2024	M		550.00
DD15211.5	02/12/2024	NODE ONE	N1 Business Fibre - December 24	M		1,100.00
DD15211.6	04/12/2024	SYNERGY	Electricity usage 16/10/24-13/11/24 - Pool	M		1,910.58
DD15211.7	05/12/2024	SYNERGY	Electricity usage 22/08/24-21/10/24 - Caravan Park & House	M		2,657.04
DD15211.8	12/12/2024	SYNERGY	Electricity usage 17/10/24-20/11/24 - Village	M		2,672.22
DD15219.1	17/12/2024	AWARE SUPER	Payroll deductions	M		9,638.97
DD15219.2	17/12/2024	UNISUPER	Superannuation contributions	M		285.62
DD15219.3	17/12/2024	THE RL & JMA RYAN SUPERANNUATION FUND	Superannuation contributions	M		1,143.86

**Shire of Perenjori**  
**Local Government Act 1995**  
**Accounts for Payment for Month Ended 31 December 2024**

<b>Cheque /EFT No</b>	<b>Date</b>	<b>Name</b>	<b>Invoice Description</b>	<b>Bank Code</b>	<b>INV Amount</b>	<b>Amount</b>
DD15219.4	17/12/2024	AUSTRALIAN RETIREMENT TRUST (SUPER SAVINGS)	Superannuation contributions	M		744.05
DD15219.5	17/12/2024	AUSTRALIAN SUPER	Superannuation contributions	M		2,539.53
DD15219.6	17/12/2024	REST INDUSTRY SUPERANNUATION	Superannuation contributions	M		225.69
DD15219.7	17/12/2024	MERCER SUPER TRUST	Superannuation contributions	M		657.25
DD15219.8	17/12/2024	HOST PLUS SUPER	Superannuation contributions	M		395.05
DD15219.9	17/12/2024	EXPAND EXTRA SUPER	Superannuation contributions	M		296.90
DD15223.1	31/12/2024	AWARE SUPER	Payroll deductions	M		9,900.53
DD15223.2	31/12/2024	UNISUPER	Superannuation contributions	M		285.62
DD15223.3	31/12/2024	THE RL & JMA RYAN SUPERANNUATION FUND	Superannuation contributions	M		1,143.86
DD15223.4	31/12/2024	AUSTRALIAN RETIREMENT TRUST (SUPER SAVINGS)	Superannuation contributions	M		816.00
DD15223.5	31/12/2024	AUSTRALIAN SUPER	Superannuation contributions	M		2,461.15
DD15223.6	31/12/2024	REST INDUSTRY SUPERANNUATION	Superannuation contributions	M		213.35
DD15223.7	31/12/2024	MERCER SUPER TRUST	Superannuation contributions	M		622.66
DD15223.8	31/12/2024	HOST PLUS SUPER	Superannuation contributions	M		446.44
DD15223.9	31/12/2024	EXPAND EXTRA SUPER	Superannuation contributions	M		316.39
DD15224.1	16/12/2024	REFUEL AUSTRALIA	Fuel Card Purchases for November 24	M		25,720.99
DD15224.2	16/12/2024	SG FLEET AUSTRALIA PTY LIMITED	CESM FORD RANGER - 10/11/24 to 09/12/24	M		2,897.60
DD15199.10	03/12/2024	AMP SUPER FUND	Superannuation contributions	M		311.14

**Shire of Perenjori**  
**Local Government Act 1995**  
**Accounts for Payment for Month Ended 31 December 2024**

Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
DD15219.10	17/12/2024	AMP SUPER FUND	Superannuation contributions	M		311.14
DD15223.10	31/12/2024	AMP SUPER FUND	Superannuation contributions	M		311.14
			<b>TOTAL</b>			<b>2,268,177.73</b>



Statement for

**NAB Low Rate Business Card**

NAB Commercial Cards Centre - GPO Box 9992 Melbourne Victoria 3001

Tel 13 10 12 8am - 8pm AEST & AEDT Monday to Friday, 9am - 6pm AEST & AEDT Saturday and Sunday

Fax 1300 363 658

Lost & Stolen cards: 1800 033 103 (24 hours within Australia only)



053/2693

SHIRE OF PERENJORI

PO BOX 22

PERENJORI WA 6620

RECEIVED 07 JAN 2025

Statement Period 29 November 2024 to 27 December 2024

Company Account No: 4336 8799 1062 5536

Facility Limit: \$22,000

**Your Account Summary**

Balance from previous statement	\$7,106.26 DR
Payments and other credits	\$7,106.26 CR
Purchases, cash advances and other debits	\$5,351.44 DR
Interest and other charges	\$0.00
<b>Closing Balance</b>	<b>\$5,351.44 DR</b>

Monthly payment - due by **21 January 2025** \$133.79

**Total minimum payment** \$133.79

**YOUR DIRECT DEBIT PAYMENT OF \$5,351.44 WILL BE  
CHARGED TO ACCOUNT 000086643- 0000975069649 ON  
21/01/2025 AS PER OUR AGREEMENT.**

see reverse for transaction details



Transaction record for: Billing account

Date	Amount A\$	Details	Reference
23 Dec 2024	\$7,106.26 CR	DIRECT DEBIT PAYMENT	74336874355
Total for this Period:	\$7,106.26 CR		



NAB Telephone Banking: transfer funds by phone from your nominated NAB accounts to your NAB Low Rate Business Card account. Phone 13 10 12, between 7am and 9pm AEST, Monday to Friday, 8am and 6pm AEST, Saturday and Sunday



NAB Internet Banking: transfer funds from your NAB cheque or savings account to your NAB Low Rate Business Card account using NAB Internet Banking at nab.com.au



NAB ATM: Transfer funds from your linked NAB accounts to your NAB Credit Card account. You must have a Personal Identification Number (PIN)



Billers Code: 1008. Ref: Select the card number you are making the payment to. Contact your participating bank, credit union or building society to make this payment from your cheque or savings account. BPAY payments may be delayed until the next banking business day, due to processing cut-off times. Maximum BPAY payment amount is AU \$100,000 per payment.

Cardholder summary

If you have recently switched to a new product or had a Lost/Stolen replacement of your card, your cardholder summary may not reconcile with the account balance. The closing balance in “Your Account Summary” section of this statement reflects your correct balance and amount payable. Please login to your Internet Banking or NAB Connect account to review your most up to date transaction listing.

Cardholder account	Cardholder name	Credit limit	Payments and other credits (A)	Purchases and cash advances (B)	Interest and other charges (C)	Net Totals (B + C - A)
4336-8757-3662-2053	MR PAUL GREGORY ANDE	\$15,000	\$0.00	\$712.50	\$0.00	\$712.50
4336-8757-3662-2061	MS NOLA LEANNE COMER	\$5,000	\$0.00	\$2,718.94	\$0.00	\$2,718.94
4336-8757-3662-3853	RICHARD LAWRENCE RYA	\$2,000	\$0.00	\$1,920.00	\$0.00	\$1,920.00
4336-8799-1062-5536	BILLING ACCOUNT	\$0	\$7,106.26 CR	\$0.00	\$0.00	\$7,106.26 CR
			\$7,106.26 CR	\$5,351.44 DR	\$0.00	\$1,754.82 CR

Transaction type

Promotional Offer

Annual percentage rate

0.000%

Daily percentage rate

0.00000%



Statement for

## NAB Low Rate Business Card

NAB Commercial Cards Centre - GPO Box 9992 Melbourne Victoria 3001  
Tel 13 10 12 8am - 8pm AEST & AEDT Monday to Friday, 9am - 6pm AEST &  
AEDT Saturday and Sunday  
Fax 1300 363 658  
Lost & Stolen Cards: 1800 033 103 (24 hours, 7 days a week)

### Cardholder Details

Cardholder Name: MR PAUL GREGORY ANDERSON  
Account No: 4336 8757 3662 2053  
Statement Period: 29 November 2024 to 27 December 2024  
Cardholder Limit: \$15,000

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### Transaction record for: MR PAUL GREGORY ANDERSON

Date	Amount A\$	Details	Explanation	Amount NOT subject to GST	Amount subject to GST	GST component (1/11th of the amount subject to GST)	Reference
3 Dec 2024	\$90.00	Garmin Eastern Creek					74773884337
6 Dec 2024	\$90.54	WA HINO WELSHPOOL					74564454340
19 Dec 2024	\$173.00	WESTERN AUSTRALI EAST PERTH					74940524352
27 Dec 2024	\$358.96	SMP*Ultra Tune Rocking 27Rockingham					74126914358
Total for this period	\$712.50		Totals				

### Employee declaration

I verify that the above charges are a true and correct record in accordance with company policy

Cardholder signature: \_\_\_\_\_ Date: \_\_\_\_\_



Statement for

## NAB Low Rate Business Card

NAB Commercial Cards Centre - GPO Box 9992 Melbourne Victoria 3001

Tel 13 10 12 8am - 8pm AEST & AEDT Monday to Friday, 9am - 6pm AEST &

AEDT Saturday and Sunday

Fax 1300 363 658

Lost & Stolen Cards: 1800 033 103 (24 hours, 7 days a week)

### Cardholder Details

Cardholder Name: MS NOLA LEANNE COMERFORD  
Account No: 4336 8757 3662 2061  
Statement Period: 29 November 2024 to 27 December 2024  
Cardholder Limit: \$5,000

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### Transaction record for: MS NOLA LEANNE COMERFORD

Date	Amount A\$	Details	Explanation	Amount NOT subject to GST	Amount subject to GST	GST component (1/11th of the amount subject to GST)	Reference
29 Nov 2024	\$958.34	TEAM MEDICAL SUPPLIE DURAL					74940524332
29 Nov 2024	\$290.90	ALL BARCODES BUDERIM					74564724333
2 Dec 2024	\$396.00	DAN MURPHY'S/293-295 GREAMIDLAND					74278244336
2 Dec 2024	\$374.07	TEAM MEDICAL SUPPLIE DURAL					74940524333
2 Dec 2024	\$138.00	Star Phones Carousel Cannington					74249234335
6 Dec 2024	\$100.00	ROSSITER AND COMPANY THREE SPRINGS					01435043773
6 Dec 2024	\$80.00	SQ *THE LEAFY LOOK Perenjori					74064144340
17 Dec 2024	\$156.63	JBSWEARDIRECT.COM.AU ALEXANDRIA					74201334351
20 Dec 2024	\$225.00	SQ *DAPHNE'S TIMELESS TREPerenjori					74064144354
Total for this period	\$2,718.94		Totals				

### Employee declaration

I verify that the above charges are a true and correct record in accordance with company policy

Cardholder signature: \_\_\_\_\_ Date: \_\_\_\_\_



Statement for  
**NAB Low Rate Business Card**  
NAB Commercial Cards Centre - GPO Box 9992 Melbourne Victoria 3001  
Tel 13 10 12 8am - 8pm AEST & AEDT Monday to Friday, 9am - 6pm AEST &  
AEDT Saturday and Sunday  
Fax 1300 363 658  
Lost & Stolen Cards: 1800 033 103 (24 hours, 7 days a week)

## Cardholder Details

Cardholder Name: RICHARD LAWRENCE RYAN  
Account No: 4336 8757 3662 3853  
Statement Period: 29 November 2024 to 27 December 2024  
Cardholder Limit: \$2,000

RECEIVED 07 JAN 2025

## Transaction record for: RICHARD LAWRENCE RYAN

Date	Amount A\$	Details	Explanation	Amount NOT subject to GST	Amount subject to GST	GST component (1/11th of the amount subject to GST)	Reference
5 Dec 2024	\$22.00	SQ *DAPHNE'S TIMELESS TREPerenjori					74064144339
11 Dec 2024	\$24.00	SQ *DAPHNE'S TIMELESS TREPerenjori					74064144345
19 Dec 2024	\$22.00	SQ *DAPHNE'S TIMELESS TREPerenjori					74064144353
27 Dec 2024	\$1,852.00	BRIDGESTONE TYRE GERALDTON					00913150677
Total for this period	\$1,920.00		Totals				

## Employee declaration

I verify that the above charges are a true and correct record in accordance with company policy

Cardholder signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Shire of Perenjori**  
**CREDIT CARD SUMMARY ONLY**  
**NATIONAL AUSTRALIA BANK**

**Corporate Mastercard - 29 November 2024 to 27 December 2024 - Paul Anderson - CEO**

DATE	DESCRIPTION	ACCOUNT DESCRIPTION	PERSON CONTACTING SELLER	AMOUNT
3/12/2024	Garmin	Monthly GPS with SOS Capability for Graders - Lone worker Safety	MIS	\$ 90.00
6/12/2024	WA Hino	Fuel Cap for 1PJ	CEO	\$ 90.54
19/12/2024	Western Australia Police Force	Firearm Licence - Animal Control	CSO	\$ 173.00
27/12/2024	Ultra Tune Rockingham	6 Month Service - 1PJ	CEO	\$ 358.96
<b>CEO Corporate Credit Card Purchases for 29 November 2024 to 27 December 2024</b>				<b>\$ 712.50</b>

**Corporate Mastercard - 29 November 2024 to 27 December 2024 - Nola Comerford - MCCS**

DATE	DESCRIPTION	ACCOUNT DESCRIPTION	PERSON CONTACTING SELLER	AMOUNT
29/11/2024	Team Medical Supplies	Medical supplies for Perenjori Medical Centre	CSO	\$ 958.34
29/11/2024	All Barcodes	Barcode scanner for Library	CSO	\$ 290.90
2/12/2024	Dan Murphys	Refreshments - Shire Christmas Party	MCCS	\$ 396.00
2/12/2024	Team Medical Supplies	Medical supplies for Well Women's Clinic	CSO	\$ 374.07
2/12/2024	Star Phones	Screen & camera protectors - MCCS Phone	MCCS	\$ 138.00
6/12/2024	Rossiter & Company	Sausages for Community Christmas Party	MCCS	\$ 100.00
6/12/2024	The Leafy Look	Plant & Pot for Australian Citizenship Ceremony	CDO	\$ 80.00
17/12/2024	JBs Wear Direct	Cleaners Uniform	TL - Cleaning	\$ 156.63
20/12/2024	Daphne's Timeless Treats	Lunch & Afternoon Tea - Council meeting	CSO	\$ 225.00
<b>MCCS Corporate Credit Card Purchases for 29 November 2024 to 27 December 2024</b>				<b>\$ 2,718.94</b>

**Corporate Mastercard - 29 November 2024 to 27 December 2024 - Richard Ryan - CESM**

DATE	DESCRIPTION	ACCOUNT DESCRIPTION	PERSON CONTACTING SELLER	AMOUNT
5/12/2024	Daphne's Timeless Treats	Lunch	CESM	\$ 22.00
11/12/2024	Daphne's Timeless Treats	Lunch	CESM	\$ 24.00
19/12/2024	Daphne's Timeless Treats	Lunch	CESM	\$ 22.00
27/12/2024	Bridgestone Tyre Geraldton	Tyres x 4 - CESM Vehicle	CESM	\$ 1,852.00
<b>CESM Corporate Credit Card Purchases for 29 November 2024 to 27 December 2024</b>				<b>\$ 1,920.00</b>
<b>Total Payments of Corporate Credit Card</b>				<b>\$ 5,351.44</b>

<b>Interest &amp; Other Charges</b>	<b>\$ -</b>
<b>Grand Total</b>	<b>\$ 5,351.44</b>

### 13.3 MONTHLY FINANCIAL REPORT – 31 JANUARY 2025

Applicant:	Shire of Perenjori
File:	ADM 0082
Report Date:	20 February 2025
Disclosure of Interest:	
Voting Requirements:	Simple Majority
Author:	Ally Bryant – Finance Manager
Responsible Officer:	Paul Anderson – Chief Executive Officer
Attachments:	<a href="#">13.3.1 - Monthly Statement of Financial Activity for 31 January 2025</a>

#### Summary

This item recommends that Council receives the Financial Activity Statements for the periods ending 31 January 2025.

#### Background

Regulation 34 of the Local Government (Financial Management) Regulations 1996 requires local governments to prepare a Monthly Statement of Financial Activity.

Recent changes to the Regulations require a focus on reporting and variance analysis by nature and type rather than by program. The Shire's reports have historically been prepared by both nature and type and program with the variance analysis done by program. All reports for 2024-25 to date have been prepared by both nature and type and program, but with the variance analysis being done by nature and type in compliance with the revised Regulations.

#### Statutory Environment

Regulation 34 of the Local Government (Financial Management) Regulations 1996 requires local governments to prepare a Monthly Statement of Financial Activity.

#### Policy Implications

Nil

#### Consultation

Nil

#### Financial Implications

Shown in the attached data.

#### Strategic Community Plan

Goal 4: A strong and diverse Council working closely with the proactive and involved community.

Strategic Objectives

4.6. The organisation, assets and finances of the Shire are managed responsibly

#### Officer Comment

The audited opening surplus for the 2023-24 financial year is \$3,170,411. As previously advised, this surplus is notionally deceiving as the State Government transferred 85% of its 2024-25 financial assistance grants (totalling \$2.496m) to the Shire in June 2024.

Operating revenue YTD is \$6,286,697 over budget by \$399,987.

Operating expenditure YTD is \$8,224,826 over budget by \$26,341.

Key variances between the YTD budget and actuals are explained in the attached report on pages 2-3.

**OFFICER RECOMMENDATION**

**Council Resolution Number:**

**Moved:**

**Seconded:**

**That the Monthly Financial Report to 31 January 2025 as attached be received.**

**Motion put and carried / lost**

**For:**

**Against:**

[Next Item](#)



# **SHIRE OF PERENJORI**

## **MONTHLY FINANCIAL REPORT**

**(Containing the required statement of financial activity and statement of financial position)  
For The Period Ended 31 January 2025**

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

### **TABLE OF CONTENTS**

#### ***Statements required by regulation***

Statement of Financial Activity and Explanation of Material Variances	2
Statement of Comprehensive Income by Reporting Program	4
Statement of Financial Position	5
Note 1      Basis of Preparation	6
Note 2      Statement of Financial Activity Information	7



SHIRE OF PERENJORI  
STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 JANUARY 2025

	Supplemental Information	Adopted Budget Estimates (a) \$	YTD Budget Estimates (b) \$	YTD Actual (c) \$	Variance* \$ (c) - (b)	Variance* % ((c) - (b))/(b)	Var.	Explanation of Variance
<b>OPERATING ACTIVITIES</b>								
<b>Revenue from operating activities</b>								
General rates	10	3,441,290	3,441,290	3,469,927	28,637	0.83%	▲	Present saving on discount for early rates payment
Grants, subsidies and contributions	13	761,033	561,576	536,132	(25,444)	(4.53%)	▼	Caravan park over budget by 134k, Private working general mining over budget 29k Standpipe water
Fees and charges		969,267	582,692	768,007	185,315	31.80%	▲	fees over by 28k
Interest revenue		141,800	98,756	154,379	55,623	56.32%	▲	Interest rate above budget
Other revenue		1,925,574	1,200,940	1,317,552	116,612	9.71%	▲	Over due to budget timing for reimbursement of MWSGFN Morawa
Profit on asset disposals	6	2,500	1,456	40,700	39,244	2695.33%	▲	Profit higher than budgeted for on disposals
		<b>7,241,464</b>	<b>5,886,710</b>	<b>6,286,697</b>	<b>399,987</b>	<b>6.79%</b>		
<b>Expenditure from operating activities</b>								
Employee costs		(3,574,760)	(2,178,192)	(2,143,928)	34,264	1.57%	▲	Over and unders in various accounts
Materials and contracts		(3,763,081)	(2,203,230)	(2,364,690)	(161,460)	(7.33%)	▼	Over and unders in various accounts
Utility charges		(392,725)	(260,981)	(175,838)	85,143	32.62%	▲	Timing of accounts
Depreciation		(5,391,127)	(3,144,680)	(3,154,648)	(9,968)	(0.32%)		
Finance costs		(66,784)	(34,095)	(39,713)	(5,618)	(16.48%)	▼	Timing of accounts
Insurance		(193,475)	(191,662)	(193,345)	(1,683)	(0.88%)		
Other expenditure		(222,158)	(164,722)	(147,665)	17,057	10.36%	▲	Timing of accounts
Loss on asset disposals	6	(35,875)	(20,923)	(4,999)	15,924	76.11%	▲	Loss lower than budgeted for on disposals
		<b>(13,639,985)</b>	<b>(8,198,485)</b>	<b>(8,224,826)</b>	<b>(26,341)</b>	<b>(0.32%)</b>		
Non-cash amounts excluded from operating activities	ote 2(t	5,424,502	3,164,147	3,118,947	(45,200)	(1.43%)	▼	Profit up and Loss down
<b>Amount attributable to operating activities</b>		<b>(974,019)</b>	<b>852,372</b>	<b>1,180,818</b>	<b>328,446</b>	<b>38.53%</b>		
<b>INVESTING ACTIVITIES</b>								
<b>Inflows from investing activities</b>								
Proceeds from capital grants, subsidies and contributions	14	6,518,484	2,616,127	2,568,932	(47,195)	(1.80%)	▼	Timing
Proceeds from disposal of assets	6	151,300	56,300	72,700	16,400	29.13%	▲	Proceeds higher than budgeted for.
		<b>6,669,784</b>	<b>2,672,427</b>	<b>2,641,632</b>	<b>(30,795)</b>	<b>(1.15%)</b>		
<b>Outflows from investing activities</b>								
Payments for property, plant and equipment	5	(6,288,699)	(3,453,761)	(3,461,844)	(8,083)	(0.23%)		
Payments for construction of infrastructure	5	(6,176,349)	(4,939,892)	(2,170,801)	2,769,091	56.06%	▲	Timing see Capital Works Note
		<b>(12,465,048)</b>	<b>(8,393,653)</b>	<b>(5,632,646)</b>	<b>2,761,007</b>	<b>32.89%</b>		
<b>Amount attributable to investing activities</b>		<b>(5,795,264)</b>	<b>(5,721,226)</b>	<b>(2,991,014)</b>	<b>2,730,212</b>	<b>47.72%</b>		

SHIRE OF PERENJORI  
STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 JANUARY 2025

	Supplemental Information	Adopted Budget Estimates (a) \$	YTD Budget Estimates (b) \$	YTD Actual (c) \$	Variance* \$ (c) - (b)	Variance* % ((c) - (b))/(b)	Var.	Explanation of Variance
<b>FINANCING ACTIVITIES</b>								
<b>Inflows from financing activities</b>								
Proceeds from new debentures	11	2,700,000	0	0	0	0.00%		
Transfer from reserves	4	1,762,144	0	0	0	0.00%		
		<b>4,462,144</b>	<b>0</b>	<b>0</b>	0	0.00%		
<b>Outflows from financing activities</b>								
Repayment of borrowings	11	(57,921)	(43,000)	(43,000)	0	0.00%		
Transfer to reserves	4	(762,898)	0	(182,164)	(182,164)	0.00%	▼	Interest Transferred and Community Reserve transfer
		<b>(820,819)</b>	<b>(43,000)</b>	<b>(225,164)</b>	(182,164)	(423.64%)		
<b>Amount attributable to financing activities</b>		<b>3,641,325</b>	<b>(43,000)</b>	<b>(225,164)</b>	(182,164)	(423.64%)		
<b>MOVEMENT IN SURPLUS OR DEFICIT</b>								
<b>Surplus or deficit at the start of the financial year</b>		3,127,958	3,127,958	<b>3,170,411</b>	42,453	1.36%	▲	
Amount attributable to operating activities		(974,019)	852,372	<b>1,180,818</b>	328,446	38.53%	▲	
Amount attributable to investing activities		(5,795,264)	(5,721,226)	<b>(2,991,014)</b>	2,730,212	47.72%	▲	
Amount attributable to financing activities		3,641,325	(43,000)	<b>(225,164)</b>	(182,164)	(423.64%)	▼	
<b>Surplus or deficit after imposition of general rates</b>		<b>0</b>	<b>(1,783,896)</b>	<b>1,135,057</b>	2,918,953		▲	

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 PERENJORI**  
**STATEMENT OF COMPREHENSIVE INCOME BY PROGRAM**  
**FOR THE PERIOD ENDED 31 JANUARY 2025**

	Ref Note	Adopted Budget Estimates (a) \$	YTD Budget Estimates (b) \$	YTD Actual (c) \$	Variance* \$ (c) - (b) \$	Variance* % ((c) - (b))/(b) %
<b>OPERATING ACTIVITIES</b>						
<b>Income excluding grants, subsidies and contributions</b>						
Governance	10	92,500	68,949	<b>92,096</b>	23,147	33.57%
General purpose funding - other		3,674,035	3,577,308	<b>3,638,684</b>	61,376	1.72%
Law, order and public safety	13	191,430	113,326	<b>91,250</b>	(22,076)	(19.48%)
Health		476	238	<b>248</b>	10	4.20%
Housing		278,149	163,932	<b>159,043</b>	(4,889)	(2.98%)
Community amenities		45,840	42,062	<b>40,274</b>	(1,788)	(4.25%)
Recreation and culture	6	92,073	(58,739)	<b>6,775</b>	65,514	111.53%
Transport		10,150	5,915	<b>45,532</b>	39,617	669.77%
Economic services		587,838	342,895	<b>504,725</b>	161,830	47.20%
Other property and services		1,507,940	1,007,625	<b>1,171,938</b>	164,313	16.31%
		<b>6,480,431</b>	<b>5,263,511</b>	<b>5,750,565</b>	487,054	9.25%
<b>Grants, subsidies and contributions</b>						
Governance		0	0	0	0	0.00%
General purpose funding - other		1,273,405	589,966	640,105	50,139	8.50%
Law, order and public safety		40,732	30,549	13,001	(17,548)	(57.44%)
Health		0	0	0	0	0.00%
Education and welfare		0	0	0	0	0.00%
Housing		0	0	0	0	0.00%
Community amenities		512,000	512,000	523,150	11,150	2.18%
Recreation and culture		100,000	61,623	0	(61,623)	(100.00%)
Transport		5,353,380	2,045,188	1,928,808	(116,380)	(5.69%)
Economic services		0	0	0	0	0.00%
Other property and services		0	0	0	0	0.00%
		<b>7,279,517</b>	<b>3,239,326</b>	<b>3,105,064</b>	(134,262)	(4.14%)
<b>Expenditure from operating activities (including depreciation)</b>						
Governance		(584,878)	(477,551)	<b>(364,758)</b>	112,793	23.62%
General purpose funding		(188,838)	(106,209)	<b>(98,620)</b>	7,589	7.15%
Law, order and public safety		(497,742)	(299,136)	<b>(292,566)</b>	6,570	2.20%
Health		(234,746)	(138,018)	<b>(153,396)</b>	(15,378)	(11.14%)
Education and welfare		(165,690)	(100,012)	<b>(89,293)</b>	10,719	10.72%
Housing		(682,857)	(406,551)	<b>(372,295)</b>	34,256	8.43%
Community amenities		(696,420)	(419,349)	<b>(349,784)</b>	69,565	16.59%
Recreation and culture		(2,062,320)	(1,240,364)	<b>(1,168,106)</b>	72,258	5.83%
Transport		(5,624,544)	(3,293,480)	<b>(3,099,527)</b>	193,953	5.89%
Economic services	6	(1,396,085)	(832,014)	<b>(803,811)</b>	28,203	3.39%
Other property and services		(1,505,865)	(885,801)	<b>(1,432,670)</b>	(546,869)	(61.74%)
		<b>(13,639,985)</b>	<b>(8,198,485)</b>	<b>(8,224,826)</b>	(26,341)	(0.32%)
Net Operating Result		119,963	304,352	630,803		

**SHIRE OF PERENJORI**  
**STATEMENT OF FINANCIAL POSITION**  
**FOR THE PERIOD ENDED 31 JANUARY 2025**

	Supplementary Information	31 January 2025	30 June 2024
		\$	\$
<b>CURRENT ASSETS</b>			
Cash and cash equivalents	3	4,770,564	7,297,147
Trade and other receivables		383,610	618,994
Inventories	8	83,975	84,036
<b>TOTAL CURRENT ASSETS</b>		<b>5,238,149</b>	<b>8,000,177</b>
<b>NON-CURRENT ASSETS</b>			
Other financial assets		83,171	83,171
Inventories		104,000	104,000
Property, plant and equipment		25,486,781	22,863,429
Infrastructure		145,168,277	145,350,631
<b>TOTAL NON-CURRENT ASSETS</b>		<b>170,842,229</b>	<b>168,401,231</b>
<b>TOTAL ASSETS</b>		<b>176,080,378</b>	<b>176,401,408</b>
<b>CURRENT LIABILITIES</b>			
Trade and other payables	9	137,027	638,382
Other liabilities	12	646,963	1,054,446
Borrowings	11	14,921	57,921
Employee related provisions	12	254,753	254,753
<b>TOTAL CURRENT LIABILITIES</b>		<b>1,053,664</b>	<b>2,005,502</b>
<b>NON-CURRENT LIABILITIES</b>			
Borrowings	11	1,068,594	1,068,594
Employee related provisions		63,935	63,929
<b>TOTAL NON-CURRENT LIABILITIES</b>		<b>1,132,529</b>	<b>1,132,523</b>
<b>TOTAL LIABILITIES</b>		<b>2,186,193</b>	<b>3,138,025</b>
<b>NET ASSETS</b>		<b>173,894,185</b>	<b>173,263,383</b>
<b>EQUITY</b>			
Retained surplus		22,598,126	22,149,489
Reserve accounts	4	3,319,102	3,136,938
Revaluation surplus		147,976,957	147,976,956
<b>TOTAL EQUITY</b>		<b>173,894,185</b>	<b>173,263,383</b>

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

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 JANUARY 2025

1 BASIS OF PREPARATION AND SIGNIFICANT ACCOUNTING POLICIES

BASIS OF PREPARATION

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

**Local Government Act 1995 requirements**

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

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

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

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

**THE LOCAL GOVERNMENT REPORTING ENTITY**

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

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

**Judgements and estimates**

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

The estimates and associated assumptions are based on historical experience and various other factors believed to be reasonable under the circumstances; the results of which form the basis of making the judgements about carrying values of assets and liabilities that are not readily apparent from other sources. Actual results may differ from these estimates.

- The balances, transactions and disclosures impacted by accounting estimates are as follows:
- estimated fair value of certain financial assets
  - impairment of financial assets
  - estimation of fair values of land and buildings, infrastructure and investment property
  - estimation uncertainties made in relation to lease accounting
  - estimated useful life of intangible assets

**SIGNIFICANT ACCOUNTING 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 31 January 2025

**SHIRE OF PERENJORI**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**FOR THE PERIOD ENDED 31 JANUARY 2025**

**2 STATEMENT OF FINANCIAL ACTIVITY INFORMATION**

		Adopted Budget Closing 30 June 2025	Last Year Closing 30 June 2024	Year to Date 31 January 2025
<b>(a) Net current assets used in the Statement of Financial Activity</b>				
<b>Current assets</b>		\$	\$	\$
Cash and cash equivalents	3	1,928,426	7,297,147	4,770,564
Trade and other receivables		583,686	618,994	383,610
Inventories	8	127,103	84,036	83,975
		2,639,215	8,000,177	5,238,149
<b>Less: current liabilities</b>				
Trade and other payables	9	(688,593)	(638,382)	(137,027)
Other liabilities	12	0	(1,054,446)	(646,963)
Borrowings	11	(2,000,000)	(57,921)	(14,921)
Employee related provisions	12	(233,540)	(254,753)	(254,753)
		(2,922,133)	(2,005,502)	(1,053,664)
<b>Net current assets</b>		<b>(282,918)</b>	<b>5,994,675</b>	<b>4,184,485</b>
<b>Less: Total adjustments to net current assets</b>	ote 2(i)	282,918	(2,824,264)	(3,049,428)
<b>Closing funding surplus / (deficit)</b>		<b>0</b>	<b>3,170,411</b>	<b>1,135,057</b>

**(b) Non-cash amounts excluded from operating activities**

The following non-cash revenue and expenditure has been excluded from operating activities within the Statement of Financial Activity in accordance with *Financial Management Regulation 32*.

		Adopted Budget	YTD Budget (a)	YTD Actual (b)
<b>Non-cash amounts excluded from operating activities</b>				
		\$	\$	\$
<b>Adjustments to operating activities</b>				
Less: Profit on asset disposals	6	(2,500)	(1,456)	(40,700)
Add: Loss on asset disposals	6	35,875	20,923	4,999
Add: Depreciation		5,391,127	3,144,680	3,154,648
<b>Total non-cash amounts excluded from operating activities</b>		<b>5,424,502</b>	<b>3,164,147</b>	<b>3,118,947</b>

**(c) Current assets and liabilities excluded from budgeted deficiency**

The following current assets and liabilities have been excluded from the net current assets used in the Statement of Financial Activity in accordance with *Financial Management Regulation 32* to agree to the surplus/(deficit) after imposition of general rates.

		Adopted Budget Closing 30-Jun-25	Last Year Closing 30 June 2024	Year to Date 31 January 2025
<b>Adjustments to net current assets</b>				
		\$	\$	\$
Less: Reserve accounts	4	(1,950,622)	(3,136,938)	(3,319,102)
Add: Current liabilities not expected to be cleared at the end of the year:				
- Current portion of borrowings	11	2,000,000	57,921	14,921
- Current portion of employee benefit provisions	4	233,540	254,753	254,753
<b>Total adjustments to net current assets</b>	ote 2(i)	<b>282,918</b>	<b>(2,824,264)</b>	<b>(3,049,428)</b>

**CURRENT AND NON-CURRENT CLASSIFICATION**

In the determination of whether an asset or liability is current or non-current, consideration is given to the time when each asset or liability is expected to be settled. Unless otherwise stated assets or liabilities are classified as current if expected to be settled within the next 12 months, being the Council's operational cycle.

**SHIRE OF PERENJORI**  
**SUPPLEMENTARY INFORMATION**

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SHIRE OF PERENJORI  
SUPPLEMENTARY INFORMATION  
FOR THE PERIOD ENDED 31 JANUARY 2025

1 KEY INFORMATION

Funding Surplus or Deficit Components				
Funding surplus / (deficit)				
	Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
Opening	\$3.13 M	\$3.13 M	\$3.17 M	\$0.04 M
Closing	\$0.00 M	(\$1.78 M)	\$1.14 M	\$2.92 M
Refer to Statement of Financial Activity				
Cash and cash equivalents			Payables	
	\$4.77 M	% of total	\$0.14 M	% Outstanding
Unrestricted Cash	\$1.45 M	30.4%	Trade Payables	\$0.13 M
Restricted Cash	\$3.32 M	69.6%	0 to 30 Days	41.9%
			Over 30 Days	58.1%
			Over 90 Days	(25.9%)
Refer to 3 - Cash and Financial Assets			Refer to 9 - Payables	
			Receivables	
			\$0.19 M	% Collected
			\$0.19 M	94.7%
			\$0.19 M	% Outstanding
			Over 30 Days	64.5%
			Over 90 Days	62.5%
Refer to 3 - Cash and Financial Assets			Refer to 7 - Receivables	

Key Operating Activities				
Amount attributable to operating activities				
Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	
(\$0.97 M)	\$0.85 M	\$1.18 M	\$0.33 M	
Refer to Statement of Financial Activity				
Rates Revenue			Grants and Contributions	
YTD Actual	\$3.47 M	% Variance	YTD Actual	\$0.54 M
YTD Budget	\$3.44 M	0.8%	YTD Budget	\$0.56 M
Refer to 10 - Rate Revenue			Refer to 13 - Grants and Contributions	
			Fees and Charges	
YTD Actual	\$0.77 M	% Variance	YTD Actual	\$0.77 M
YTD Budget	\$0.58 M	31.8%	YTD Budget	\$0.58 M
Refer to 10 - Rate Revenue			Refer to Statement of Financial Activity	

Key Investing Activities				
Amount attributable to investing activities				
Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	
(\$5.80 M)	(\$5.72 M)	(\$2.99 M)	\$2.73 M	
Refer to Statement of Financial Activity				
Proceeds on sale			Asset Acquisition	
YTD Actual	\$0.07 M	%	YTD Actual	\$2.17 M
Adopted Budget	\$0.15 M	(51.9%)	Adopted Budget	\$6.18 M
Refer to 6 - Disposal of Assets			Refer to 5 - Capital Acquisitions	
			Capital Grants	
YTD Actual	\$2.57 M	% Received	YTD Actual	\$2.57 M
Adopted Budget	\$6.52 M	(60.6%)	Adopted Budget	\$6.52 M
Refer to 6 - Disposal of Assets			Refer to 5 - Capital Acquisitions	

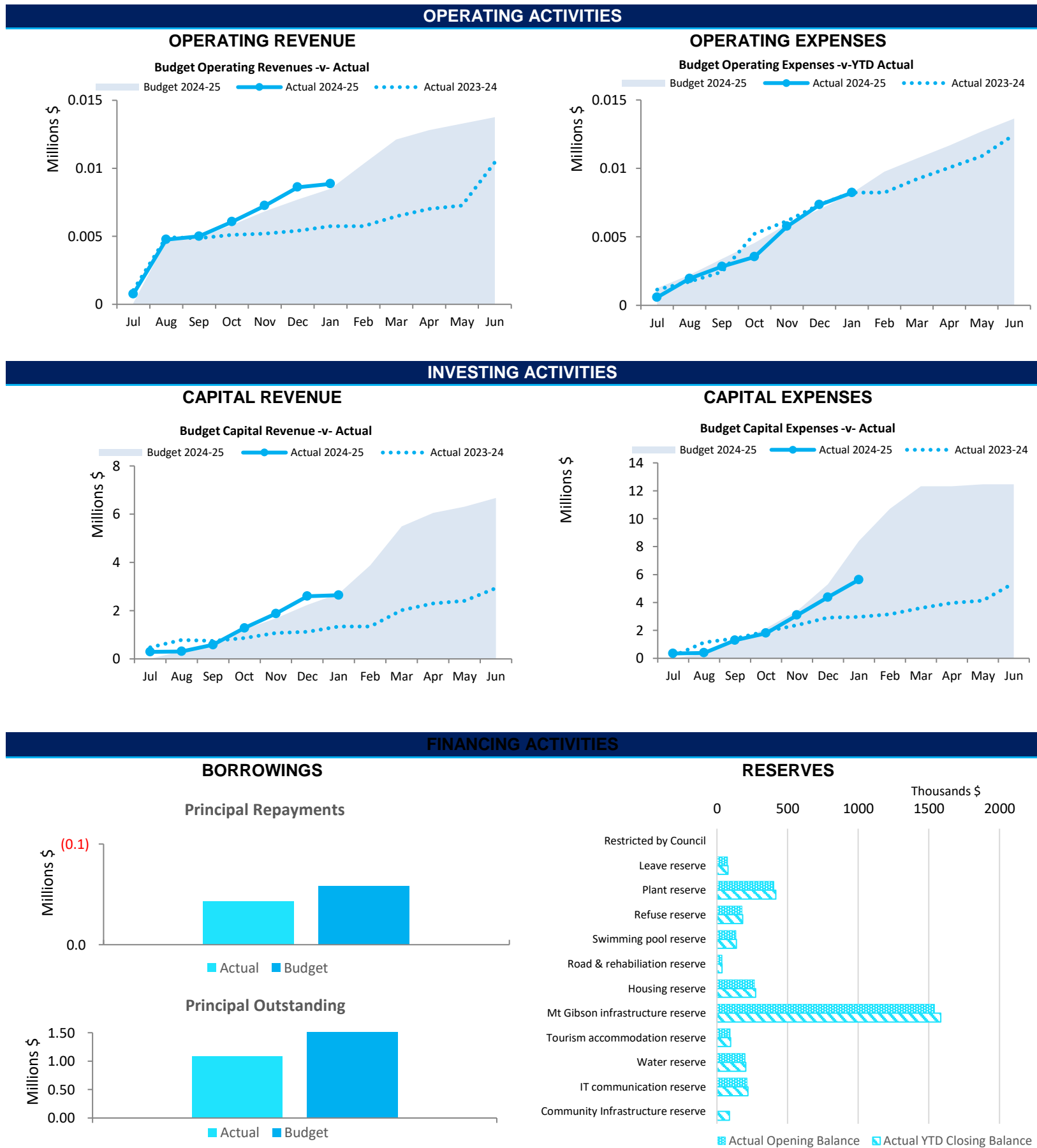
Key Financing Activities				
Amount attributable to financing activities				
Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	
\$3.64 M	(\$0.04 M)	(\$0.23 M)	(\$0.18 M)	
Refer to Statement of Financial Activity				
Borrowings			Reserves	
Principal repayments	(\$0.04 M)		Reserves balance	\$3.32 M
Interest expense	(\$0.04 M)		Interest earned	\$0.09 M
Principal due	\$1.08 M			
Refer to 11 - Borrowings			Refer to 4 - Cash Reserves	

This information is to be read in conjunction with the accompanying Financial Statements and notes.



SHIRE OF PERENJORI  
SUPPLEMENTARY INFORMATION  
FOR THE PERIOD ENDED 31 JANUARY 2025

2 KEY INFORMATION - GRAPHICAL



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

**SHIRE OF PERENJORI**  
**SUPPLEMENTARY INFORMATION**  
**FOR THE PERIOD ENDED 31 JANUARY 2025**

**3 CASH AND FINANCIAL ASSETS**

Description	Classification	Total as per the Financial Statements			Actual Bank Balance	Institution	Interest Rate	Maturity Date
		Unrestricted	Restricted	Cash				
		\$	\$	\$	\$			
<b>Cash on hand</b>								
NAB Municipal Account	Cash and cash equivalents	84,101		84,101	84,101	Bank	0.00%	On Hand
Till Float	Cash and cash equivalents	150		150	150	Bank	0.00%	On Hand
NAB Municipal Telenet Saver Account	Cash and cash equivalents	1,367,212		1,367,212	1,367,212	Bank	3.50%	On Hand
Reserve Funds - Restricted Cash		0	3,319,102	3,319,102				
- Reserve Bank Account 4721	Cash and cash equivalents	0			93,271	Bank	3.50%	On Call
- Mt Gibson Mining Reserve Account 6682	Cash and cash equivalents	0			1,584,696	Bank	3.50%	On Call
- Mt Gibson Mining Term Deposit 6962	Cash and cash equivalents	0			0	Bank		
- Reserve Term Deposit 0289	Cash and cash equivalents	0			1,641,135	Bank	5.10%	24/01/2025
<b>Total</b>		<b>1,451,462</b>	<b>3,319,102</b>	<b>4,770,564</b>	<b>4,770,565</b>			
<b>Comprising</b>								
Cash and cash equivalents		1,451,462	3,319,102	4,770,564	4,770,565			
		<b>1,451,462</b>	<b>3,319,102</b>	<b>4,770,564</b>	<b>4,770,565</b>			

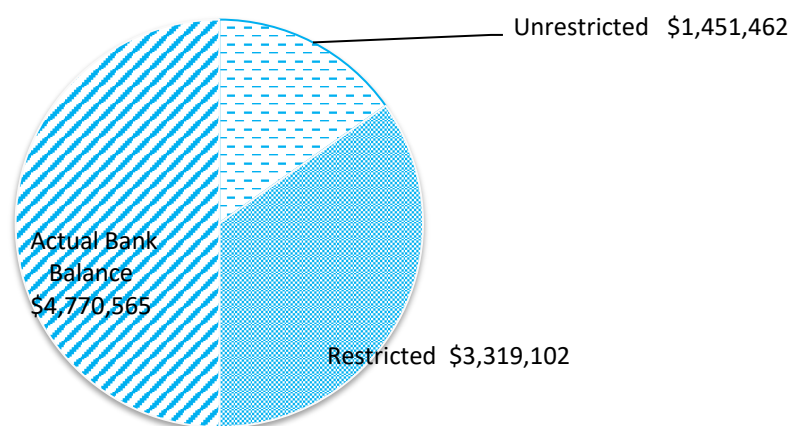
**KEY INFORMATION**

Cash and cash equivalents include cash on hand, cash at bank, deposits available on demand with banks and other short term highly liquid investments with original maturities of three months or less that are readily convertible to known amounts of cash and which are subject to an insignificant risk of changes in value. Bank overdrafts are reported as short term borrowings in current liabilities in the statement of net current assets.

The local government classifies financial assets at amortised cost if both of the following criteria are met:

- the asset is held within a business model whose objective is to collect the contractual cashflows, and
- the contractual terms give rise to cash flows that are solely payments of principal and interest.

Financial assets at amortised cost held with registered financial institutions are listed in this note other financial assets at amortised cost are provided in Note 4 - Other assets.



**SHIRE OF PERENJORI**  
**SUPPLEMENTARY INFORMATION**  
**FOR THE PERIOD ENDED 31 JANUARY 2025**

**4 RESERVE ACCOUNTS**

Reserve name	Budget Opening Balance	Budget Interest Earned	Budget Transfer s In (+)	Budget Transfers Out (-)	Budget Closing Balance
	\$	\$	\$	\$	\$
<b>Restricted by Council</b>					
Leave reserve	75,054	2,255	0	(23,614)	53,695
Plant reserve	403,638	10,004	199,053	(250,000)	362,695
Refuse reserve	177,740	3,690	100,000	0	281,430
Swimming pool reserve	134,688	3,362	100,000	0	238,050
Road & rehabilitation reserve	35,567	902	0	0	36,469
Housing reserve	264,726	6,560	0	0	271,286
Mt Gibson infrastructure reserve	1,539,326	49,000	0	(1,357,930)	230,396
Tourism accommodation reserve	93,669	2,378	0	0	96,047
Water reserve	199,086	5,002	0	0	204,088
IT communication reserve	213,444	5,330	95,000	(130,600)	183,174
Community Infrastructure reserve	0	1,517	178,845		180,362
	<b>3,136,938</b>	<b>90,000</b>	<b>672,898</b>	<b>(1,762,144)</b>	<b>2,137,692</b>

Actual Opening Balance	Actual Interest Earned	Actual Transfers In (+)	Actual Transfer s Out (-)	Actual YTD Closing Balance
\$	\$	\$	\$	\$
75,054	2,634	0	0	77,688
403,638	12,337	0	0	415,975
177,740	4,530	0	0	182,270
134,688	3,869	0	0	138,557
35,567	1,053	0	0	36,620
264,726	8,303	0	0	273,029
1,539,326	45,370	0	0	1,584,696
93,669	2,697	0	0	96,366
199,086	5,766	0	0	204,852
213,444	6,232	0	0	219,676
0	1,584	87,789	0	89,373
<b>3,136,938</b>	<b>94,375</b>	<b>87,789</b>	<b>0</b>	<b>3,319,102</b>

## 5 CAPITAL ACQUISITIONS

	Adopted Budget	YTD Budget	YTD Actual	YTD Actual Variance
	\$	\$	\$	\$
<b>Capital acquisitions</b>				
Land	20,000	20,000	0	(20,000)
Buildings	5,282,000	3,077,062	2,834,863	(242,199)
Furniture & equipment	140,099	20,099	37,380	17,281
Plant & equipment	846,600	336,600	589,602	253,002
<b>Acquisition of property, plant and equipment</b>	<b>6,288,699</b>	<b>3,453,761</b>	<b>3,461,844</b>	<b>8,083</b>
Roads	5,684,421	4,726,892	2,117,790	(2,609,102)
Other	491,928	213,000	53,011	(159,989)
<b>Acquisition of infrastructure</b>	<b>6,176,349</b>	<b>4,939,892</b>	<b>2,170,801</b>	<b>(2,752,924)</b>
<b>Total capital acquisitions</b>	<b>12,465,048</b>	<b>8,393,653</b>	<b>5,632,646</b>	<b>(2,744,841)</b>
<b>Capital Acquisitions Funded By:</b>				
Capital grants and contributions	6,518,484	2,616,127	2,568,932	(47,195)
Borrowings	2,700,000	0	0	0
Other (disposals & C/Fwd)	151,300	56,300	72,700	16,400
Reserve accounts				
Leave reserve	23,614	0	0	0
Plant reserve	250,000		0	0
Mt Gibson infrastructure reserve	1,357,930	0	0	0
IT communication reserve	130,600		0	0
Contribution - operations	1,333,120	5,721,226	2,991,013	(2,730,213)
<b>Capital funding total</b>	<b>12,465,048</b>	<b>8,393,653</b>	<b>5,632,646</b>	<b>(2,761,007)</b>

### SIGNIFICANT ACCOUNTING POLICIES

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

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

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

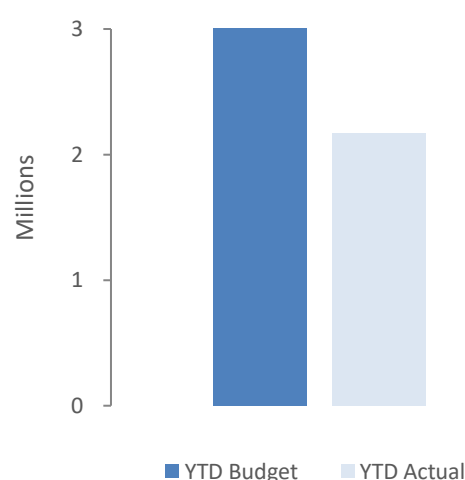
#### Initial recognition and measurement for assets held at cost

Plant and equipment including furniture and equipment is recognised at cost on acquisition in accordance with *Financial Management Regulation 17A*. Where acquired at no cost the asset is initially recognise at fair value. Assets held at cost are depreciated and assessed for impairment annually.

#### Initial recognition and measurement between mandatory revaluation dates for assets held at fair value

In relation to this initial measurement, cost is determined as the fair value of the assets given as consideration plus costs incidental to the acquisition. For assets acquired at zero cost or otherwise significantly less than fair value, cost is determined as fair value at the date of acquisition. The cost of non-current assets constructed by the Shire includes the cost of all materials used in construction, direct labour on the project and an appropriate proportion of variable and fixed overheads.

Payments for Capital Acquisitions



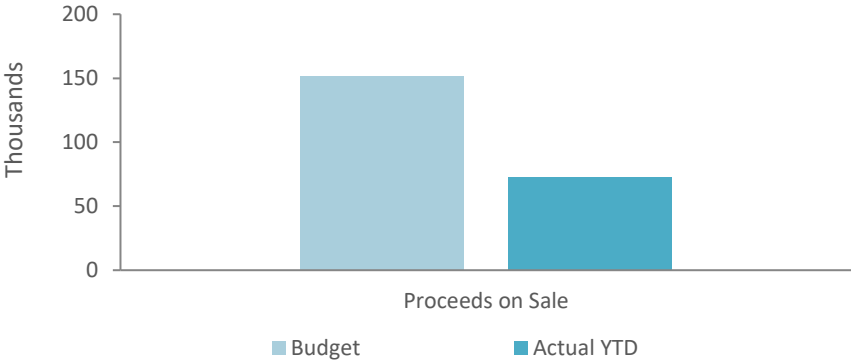
5 CAPITAL ACQUISITIONS - DETAILED

Job -					Original	Amended	YTD			
Account	Job/Account Description	Asset Class	Type	Program	Budget	Budget	Budget	YTD Actual	YTD Actual Variance	Comments
FE03	Altus Payroll	Furniture & Equipment	Governance	New	70,000	70,000	-	-	-	C/F 23/24
FE04	Library Software	Furniture & Equipment	Recreation and Culture	New	10,600	10,600	10,600	9,100	1,500	C/F 23/24
FE08	Printer Admin	Furniture & Equipment	Administration	New	9,499	9,499	9,499	9,462	37	
FE09	Server - Inhouse	Furniture & Equipment	Administration	New	50,000	50,000	-	18,818	(18,818)	
BC27	Master Key System	Buildings	Administration	New	5,000	5,000	5,000	4,376	624	C/F 23/24
HC28	Additional Housing Timmings & Hirshauer	Buildings	Housing	New	36,000	36,000	36,000	58,627	(22,627)	Complete Landscaping C/F23/24
HC32	GROH Housing 2 x 3x2	Buildings	Housing	New	1,200,000	1,200,000	-	-	-	
I002	Community Hub Project	Buildings	Community Amenities	New	4,011,000	4,011,000	3,006,062	2,753,828	252,234	
BC19	Chalet 3 & 4 Caravan Park	Buildings	Economic Services	Upgrade	30,000	30,000	30,000	18,031	11,969	
HC33	Demolition of gifted property	Infrastructure - Other	Housing	New	40,000	40,000	40,000	-	40,000	
I009	Latham Bowls Green	Infrastructure - Other	Recreation and Culture	Upgrade	181,928	181,928	53,000	53,011	(11)	
I008	Latham Refuse Site	Infrastructure - Other	Recreation and Culture	New	50,000	50,000	50,000	-	50,000	
LA01	Purchase of Industrial Land	Land	Economic Services	New	20,000	20,000	20,000	-	20,000	
I010	Pump Track	Infrastructure - Other	Recreation and Culture	New	150,000	150,000	-	-	-	
I011	Niche Wall Latham Cemetery	Infrastructure - Other	Community Amenities	New	10,000	10,000	10,000	-	10,000	
I012	Radio Broadcasting	Infrastructure - Other	Recreation and Culture	New	60,000	60,000	60,000	-	60,000	
Road Program										
RRG049A	Syson Rd SLK 6.00 - 9.00	Infrastructure - Roads	Transport	Renewal	228,799	228,799	228,799	189,112	39,687	
RRG165	Carnamah Perenjori Rd SLK 21.39-23.42	Infrastructure - Roads	Transport	Renewal	219,817	219,817	219,817	3,508	216,309	
RRG015	Perenjori Rothsay Rd	Infrastructure - Roads	Transport	Renewal	-	257,500	257,500	-	257,500	
RRG141A	Warriedar Coppermine Rd SLK 6.5-7.30	Infrastructure - Roads	Transport	Renewal	446,500	189,000	189,000	-	189,000	
R2R094	Oversby Rd	Infrastructure - Roads	Transport	Renewal	207,146	207,146	-	82,268	(82,268)	
R2R014	Grant Rd	Infrastructure - Roads	Transport	Renewal	152,789	152,789	152,789	-	152,789	
R2R009	Hill Rd	Infrastructure - Roads	Transport	Upgrade	261,255	261,255	-	11,978	(11,978)	
R2R123	Crossing Rd Reconstruction/Seal	Infrastructure - Roads	Transport	Upgrade	417,220	417,220	417,220	-	417,220	
RC196	Iona Rd Seal	Infrastructure - Roads	Transport	Upgrade	18,810	18,810	18,810	-	18,810	
RC005	Lochada Rd	Infrastructure - Roads	Transport	Upgrade	148,860	148,860	148,860	110,315	38,545	
RC001	Bowgada Rd	Infrastructure - Roads	Transport	Upgrade	62,373	62,373	62,373	19,859	42,514	
MWF039	Morawa South Rd	Infrastructure - Roads	Transport	Upgrade	-	919,128	430,000	902,002	(472,002)	
MWF009	Hill Rd	Infrastructure - Roads	Transport	Upgrade	168,233	168,233	168,233	33,491	134,742	
MWF047	Boundary Rd	Infrastructure - Roads	Transport	Upgrade	2,433,491	2,433,491	2,433,491	765,257	1,668,234	
Plant replacement program										
04259	Small SUV	Plant & Equipment	Administration	Renewal	40,000	40,000	40,000	44,531	(4,531)	
CP36	Utility - Works Crew	Plant & Equipment	Transport	Renewal	65,000	65,000	65,000	61,505	3,495	
CP37	Works Supervisors Utility	Plant & Equipment	Transport	Renewal	65,000	65,000	65,000	46,025	18,975	
CP39	New Truck	Plant & Equipment	Transport	Renewal	360,000	360,000	-	365,091	(365,091)	
CP40	Tri Axle Water Tank	Plant & Equipment	Transport	Renewal	150,000	150,000	-	-	-	
CP41	Multi Tyre Roller Attachemnt	Plant & Equipment	Transport	New	70,000	70,000	70,000	72,450	(2,450)	
CP42	Multi Tyre Roller Attachemnt	Plant & Equipment	Transport	New	70,000	70,000	70,000	-	70,000	
CP38	Bobcat Trailer	Plant & Equipment	Transport	New	20,000	20,000	20,000	-	20,000	
CP34	EV Charging Station	Plant & Equipment	Transport	New	6,600	6,600	6,600	-	6,600	

11,545,920	12,465,048	8,393,653	5,632,646	2,761,007
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6 DISPOSAL OF ASSETS

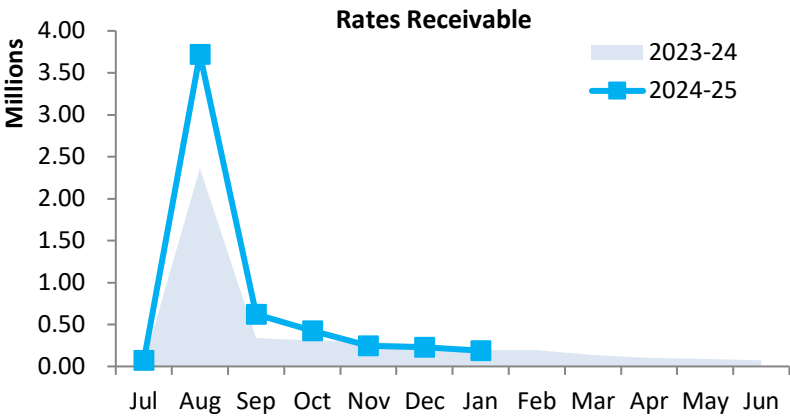
Asset Ref.	Asset description	Budget				YTD Actual			
		Net Book Value	Proceeds	Profit	(Loss)	Net Book Value	Proceeds	Profit	(Loss)
		\$	\$	\$	\$	\$	\$	\$	\$
	Plant and equipment								
PE019	Nissan Xtrail	24,000	15,000	0	(9,000)	0	19,700	19,700	0
PE322	2023 Mitsubishi Triton	32,750	25,000	0	(7,750)	36,999	32,000	0	(4,999)
PE214	Howard Porter Water Tanker	60,950	45,000	0	(15,950)	0	0	0	0
PE145	UD Truck	47,500	50,000	2,500	0	0	0	0	0
PE209	Mitsubishi Triton	19,475	16,300	0	(3,175)	0	21,000	21,000	0
		184,675	151,300	2,500	(35,875)	36,999	72,700	40,700	(4,999)



7 RECEIVABLES

Rates receivable

	30 June 2024	31 Jan 2025
	\$	\$
Opening arrears previous years	71,227	71,228
Levied this year		3,469,926
Less - collections to date	1	(3,352,417)
Gross rates collectable	71,228	188,737
Net rates collectable	71,228	188,737
% Collected	0.0%	94.7%



Receivables - general

	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Receivables - general	(1,460)	71,019	3,427	584	122,758	196,328
Percentage	(0.7%)	36.2%	1.7%	0.3%	62.5%	
Balance per trial balance						
Sundry debtors						196,328
GST receivable						(1,460)
Total receivables general outstanding						194,873

Amounts shown above include GST (where applicable)

KEY INFORMATION

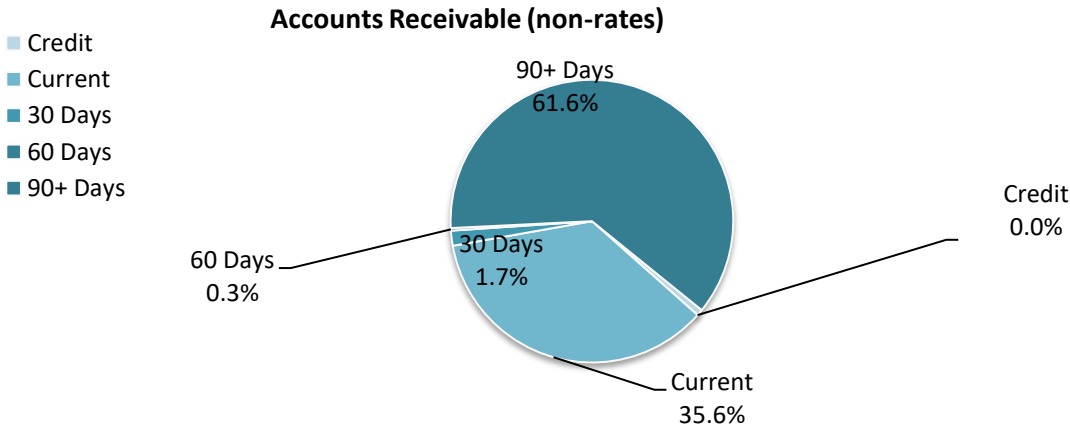
Trade and other receivables include amounts due from ratepayers for unpaid rates and service charges and other amounts due from third parties for goods sold and services performed in the ordinary course of business.

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 are classified as non-current assets.

Trade and other receivables are held with the objective to collect the contractual cashflows and therefore the Shire measures them subsequently at amortised cost using the effective interest rate method.



**SHIRE OF PERENJORI  
SUPPLEMENTARY INFORMATION  
FOR THE PERIOD ENDED 31 JANUARY 2025**

**OPERATING ACTIVITIES**

**8 OTHER CURRENT ASSETS**

	Opening Balance 1 July 2024	Asset Increase	Asset Reduction	Closing Balance 31 January 2025
	\$	\$	\$	\$
<b>Other current assets</b>				
<b>Inventory</b>				
Stock inventories	84,036	0	(61)	83,975
<b>Total other current assets</b>	<b>84,036</b>	<b>0</b>	<b>(61)</b>	<b>83,975</b>

**Amounts shown above include GST (where applicable)**

**KEY INFORMATION**

**Inventory**

Inventories are measured at the lower of cost and net realisable value.

Net realisable value is the estimated selling price in the ordinary course of business less the estimated costs of completion and the estimated costs necessary to make the sale.



## 10 RATE REVENUE

### General rate revenue

RATE TYPE	Rate in \$ (cents)	Number of Properties	Rateable Value	Rate Revenue \$	Budget Interim Rate Revenue \$	Total Revenue \$	Rate Revenue \$	YTD Actual Interim Rate Revenue \$	Total Revenue \$
<b>Gross rental value</b>									
Townsite	0.076182	106	1,159,333	113,377	0	113,377	111,872	0	111,872
Mining	0.107240	1	3,144,000	304,025	0	304,025	304,025	0	304,025
<b>Unimproved value</b>									
Rural	0.012152	258	155,050,000	2,343,702	0	2,343,702	2,342,918	0	2,342,918
Mining	0.295015	39	2,600,348	840,603	0	840,603	840,603	0	840,603
Exploration	0.179321	35	268,702	59,046	0	59,046	58,324	(11,733)	46,591
<b>Sub-Total</b>		<b>439</b>	<b>162,222,383</b>	<b>3,660,753</b>	<b>0</b>	<b>3,660,753</b>	<b>3,657,743</b>	<b>(11,733)</b>	<b>3,646,009</b>
<b>Minimum payment</b>									
<b>Gross rental value</b>									
Townsite	389	32	27,601	11,424	0	11,424	13,056	0	13,056
Mining	389	2	20	408	0	408	408	0	408
<b>Unimproved value</b>									
Rural	0	11	102,300	4,488	0	4,488	5,304	0	5,304
Mining	0	7	2,801	2,040	0	2,040	2,040	0	2,040
Exploration	0	24	23,162	11,424	0	11,424	12,240	287	12,527
<b>Sub-total</b>		<b>76</b>	<b>155,884</b>	<b>29,784</b>	<b>0</b>	<b>29,784</b>	<b>33,048</b>	<b>287</b>	<b>33,335</b>
Discount						(276,790)			(236,915)
<b>Amount from general rates</b>						<b>3,413,747</b>			<b>3,442,429</b>
Ex-gratia rates						27,543	27,496		27,496
<b>Total general rates</b>						<b>3,441,290</b>			<b>3,469,926</b>

## 9 PAYABLES

Payables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Payables - general	0	1,732	79	3,396	(1,071)	4,136
Percentage	0.0%	41.9%	1.9%	82.1%	-25.9%	
<b>Balance per trial balance</b>						
Payables, current	0	126,403	0	0	0	126,403
ATO liabilities	0	(84,007)	0	0	0	(84,007)
Prepaid rates	0	65,441	0	0	0	65,441
Licencing	0	17,923	0	0	0	17,923
<b>Total payables general outstanding</b>						<b>137,027</b>

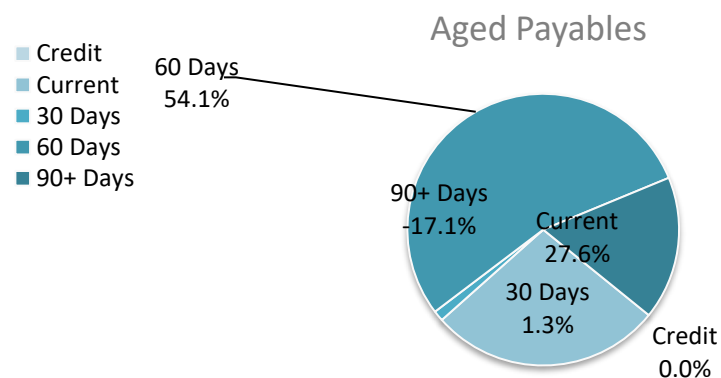
Amounts shown above include GST (where applicable)

### KEY INFORMATION

Trade and other payables represent liabilities for goods and services provided to the Shire prior to the end of the period that are unpaid and arise when the Shire becomes obliged to make future payments in respect of the purchase of these goods and services.

The amounts are unsecured, are recognised as a current liability and are normally paid within 30 days of recognition.

The carrying amounts of trade and other payables are considered to be the same as their fair values, due to their short-term nature.



## 11 BORROWINGS

### Repayments - borrowings

Information on borrowings Particulars		Loan No.	New Loans			Principal Repayments		Principal Outstanding		Interest Repayments	
			1 July 2024	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget
			\$	\$	\$	\$	\$	\$	\$	\$	\$
John Street Subdivision	98		126,515	0	0	(28,456)	(28,456)	98,059	98,059	(9,300)	(8,450)
Council Housing	99		1,000,000	0	0	(14,544)	(29,465)	985,456	970,535	(30,407)	(58,334)
Shop Development	100		0	0	1,500,000	0	0	1,500,000	0	0	0
GROH Housing	101		0	0	1,200,000	0	0	1,200,000	0	0	0
<b>Total</b>			<b>1,126,515</b>	<b>0</b>	<b>2,700,000</b>	<b>(43,000)</b>	<b>(57,921)</b>	<b>1,083,515</b>	<b>3,768,594</b>	<b>(39,702)</b>	<b>(66,784)</b>
Current borrowings			57,921					14,921			
Non-current borrowings			1,068,594					1,068,594			
			<b>1,126,515</b>					<b>1,083,515</b>			

All debenture repayments were financed by general purpose revenue.

### KEY INFORMATION

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

Fair values of borrowings are not materially different to their carrying amounts, since the interest payable on those borrowings is either close to current market rates or the borrowings are of a short term nature. Non-current borrowings fair values are based on discounted cash flows using a current borrowing rate.

## 12 OTHER CURRENT LIABILITIES

	Note	Opening Balance 1 July 2024 \$	Liability transferred from/(to) non current \$	Liability Increase \$	Liability Reduction \$	Closing Balance 31 January 2025 \$
<b>Other current liabilities</b>						
<b>Other liabilities</b>						
Contract liabilities		1,040,935	0	721,323	(1,128,806)	633,452
Capital grant/contributions liabilities		13,511	0	0	0	13,511
<b>Total other liabilities</b>		1,054,446	0	721,323	(1,128,806)	646,963
<b>Employee Related Provisions</b>						
Employee provisions		254,753	0	0	0	254,753
<b>Total Provisions</b>		254,753	0	0	0	254,753
<b>Total other current liabilities</b>		<b>1,309,199</b>	<b>0</b>	<b>721,323</b>	<b>(1,128,806)</b>	<b>901,716</b>

Amounts shown above include GST (where applicable)

A breakdown of contract liabilities and associated movements is provided on the following pages at Note 13 and 14

### KEY INFORMATION

#### Provisions

Provisions are recognised when the Shire has a present legal or constructive obligation, as a result of past events, for which it is probable that an outflow of economic benefits will result and that outflow can be reliably measured.

Provisions are measured using the best estimate of the amounts required to settle the obligation at the end of the reporting period.

#### Employee Related Provisions

##### Short-term employee benefits

Provision is made for the Shire's obligations for short-term employee benefits. Short-term employee benefits are benefits (other than termination benefits) that are expected to be settled wholly before 12 months after the end of the annual reporting period in which the employees render the related service, including wages, salaries and sick leave. Short-term employee benefits are measured at the (undiscounted) amounts expected to be paid when the obligation is settled.

The Shire's obligations for short-term employee benefits such as wages, salaries and sick leave are recognised as a part of current trade and other payables in the calculation of net current assets.

##### Other long-term employee benefits

The Shire's obligations for employees' annual leave and long service leave entitlements are recognised as employee related provisions in the statement of financial position.

Long-term employee benefits are measured at the present value of the expected future payments to be made to employees. Expected future payments incorporate anticipated future wage and salary levels, durations of service and employee departures and are discounted at rates determined by reference to market yields at the end of the reporting period on government bonds that have maturity dates that approximate the terms of the obligations. Any remeasurements for changes in assumptions of obligations for other long-term employee benefits are recognised in profit or loss in the periods in which the changes occur. The Shire's obligations for long-term employee benefits are presented as non-current provisions in its statement of financial position, except where the Shire does not have an unconditional right to defer settlement for at least 12 months after the end of the reporting period, in which case the obligations are presented as current provisions.

#### Contract liabilities

An entity's obligation to transfer goods or services to a customer for which the entity has received consideration (or the amount is due) from the customer.

#### Capital grant/contribution liabilities

Grants to acquire or construct recognisable non-financial assets to identified specifications be constructed to be controlled by the Shire are recognised as a liability until such time as the Shire satisfies its obligations under the agreement.

13 GRANTS, SUBSIDIES AND CONTRIBUTIONS

Provider	Program	Unspent grant, subsidies and contributions liability					Grants, subsidies and contributions revenue		
		Liability	Increase in	Decrease in	Liability	Current	Adopted	YTD	YTD
		1 July 2024	Liability	Liability	31 Jan 2025	Liability	Budget	Budget	Revenue
		\$	\$	\$	\$	\$	\$	\$	\$
<b>Grants and subsidies</b>									
DFES Operating Grant	Law, Order & Public Safety	0	0	0	0	0	40,732	30,549	13,001
Direct Grant	Transport	0	0	0	0	0	333,103	333,103	333,103
Grants Commission Grant	General purpose funding	0	0	0	0	0	255,553	127,776	114,075
Untied Road Grant	General purpose funding	0	0	0	0	0	116,295	58,148	52,804
Doantion Bush Telegraph Committee	General purpose funding	13,511	0	0	13,511	13,511	0	0	0
Volunteers & Seniors Grants	Community Services	0	0	0	0	0	12,000	12,000	23,150
Main Roads Street Lighting Subsidy	Transport	0	0	0	0	0	3,350	0	0
		13,511	0	0	13,511	13,511	761,033	561,576	536,132

14 CAPITAL GRANTS, SUBSIDIES AND CONTRIBUTIONS

Provider	Program	Capital grant/contribution liabilities				Capital grants, subsidies and contributions revenue		
		Liability	Increase in Liability	Decrease in Liability	Liability	Adopted Budget Revenue	YTD Budget	YTD Revenue
		1 July 2024		(As revenue)	31 Jan 2025			Actual
		\$	\$	\$	\$	\$	\$	\$
<b>Capital grants and subsidies</b>								
LR&CIP Funding	General Purpose Funding	540,935	0	(473,227)	67,708	901,557	404,042	473,227
Department of Industry (Evacuation Centre Grant)	General Purpose Funding	0	0	0	0	0	0	0
DFES Resilience Grant	Community Amenities	500,000	0	(500,000)	(0)	500,000	512,000	500,000
Regional Road Group Funding	Transport	0	161,466	(122,666)	38,800	548,000	91,333	122,666
Roads To Recovery Funding	Transport	0	621,190	(94,246)	526,944	941,475	156,912	94,246
Mid West Secondary Grain Freight Network Grant	Transport	0	0	0	0	3,520,852	1,457,240	1,378,793
EV Charging Ststion	Transport	0	0	0	0	6,600	6,600	0
Deparment Sport and Rec	Recreation and Culture	0	0	0	0	100,000	0	0
		<b>1,040,935</b>	<b>782,656</b>	<b>(1,190,139)</b>	<b>633,452</b>	<b>6,518,484</b>	<b>2,628,127</b>	<b>2,568,932</b>

**SHIRE OF PERENJORI**  
**SUPPLEMENTARY INFORMATION**  
**FOR THE PERIOD ENDED 31 JANUARY 2025**

**15 TRUST FUND**

Funds held at balance date which are required by legislation to be credited to the trust fund and which are not included in the financial statements are as follows:

Description	Opening Balance 1 July 2024	Amount Received	Amount Paid	Closing Balance 31 Jan 2025
	\$	\$	\$	\$
Mount Gibson Public Benefit Fund	276,889	977	0	277,866
	<b>276,889</b>	<b>977</b>	<b>0</b>	<b>277,866</b>

**SHIRE OF PERENJORI**  
**SUPPLEMENTARY INFORMATION**  
**FOR THE PERIOD ENDED 31 JANUARY 2025**

**16 BUDGET AMENDMENTS**

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

Description	Council Resolution	Classification	Non Cash Adjustment	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
			\$	\$	\$	\$
<b>Budget adoption</b>		Surplus/(Deficit)				0
CSRFF Grant not approved		Operating revenue			(61,623)	(61,623)
Latham Bowls Green Mt Gib		Operating revenue		22,123		(39,500)
Shop extra expense		Capital expenses			(507,930)	(547,430)
CEO Recruitment and Performance review		Operating revenue		17,000		(530,430)
Latham Bowls green in kind works		Capital expenses		2,500		(527,930)
Shop Loan		Operating revenue		700,000		172,070
Decrease Mt Gib Reserve Transfer from		Operating revenue			(192,070)	(20,000)
Decrease IT reserve transfer to		Capital expenses		5,000		(15,000)
Increase reimbursement from Latham Club		Operating revenue		15,000		0
				<b>761,623</b>	<b>(761,623)</b>	<b>0</b>



### 13.4 SCHEDULE OF FINANCIAL ACTIVITY FOR THE PERIOD ENDED 31 JANUARY 2025

<b>Applicant:</b>	Shire of Perenjori
<b>File:</b>	ADM 0082
<b>Report Date:</b>	20 February 2025
<b>Disclosure of Interest:</b>	
<b>Voting Requirements:</b>	Simple Majority
<b>Author:</b>	Gypsie Douglas – Finance Officer
<b>Responsible Officer:</b>	Ally Bryant – Finance Manager
<b>Attachments:</b>	<a href="#">13.4.1 - Accounts for Payment 31 January 2025</a> <a href="#">13.4.2 – Corporate Credit Card Statement &amp; Breakdown (NAB)</a>

#### Summary

Council is presented the list of payments made from the Municipal, Trust and Reserve Accounts under delegation since the last Ordinary Council Meeting.

#### Background

Council delegates authority to the Chief Executive Officer annually:

To make payments from Trust, Reserve and Municipal Fund;

To purchase goods and services to a value of not more than \$250,000;

#### Legal Compliance

*Local Government Act 1995*

S6.5. Accounts and records

Local Government (Financial Management) Regulations 1996

R11. Payments, procedures for making etc.

R12. Payments from municipal fund or trust fund, restrictions on making

(1) A payment may only be made from the municipal fund or the trust fund —

(a) if the local government has delegated to the CEO the exercise of its power to make payments from those funds — by the CEO; or

(b) otherwise, if the payment is authorised in advance by a resolution of the council.

(2) The council must not authorise a payment from those funds until a list prepared under regulation 13(2) containing details of the accounts to be paid has been presented to the council.

S13. Payments from municipal fund or trust fund by CEO, CEO's duties as to etc.

(1) If the local government has delegated to the CEO the exercise of its power to make payments from the municipal fund or the trust fund, a list of accounts paid by the CEO is to be prepared each month showing for each account paid since the last such list was prepared —

(a) the payee's name; and

(b) the amount of the payment; and

(c) the date of the payment; and

(d) sufficient information to identify the transaction.

(2) A list of accounts for approval to be paid is to be prepared each month showing —

(a) for each account which requires council authorisation in that month —

(i) the payee's name; and

(ii) the amount of the payment; and

(iii) sufficient information to identify the transaction; and

(b) the date of the meeting of the council to which the list is to be presented.

(3) A list prepared under sub-regulation (1) or (2) is to be —

- (a) presented to the council at the next ordinary meeting of the council after the list is prepared; and
- (b) recorded in the minutes of that meeting.

### Policy Implications

Nil

### Council Policy Compliance

Payments are checked to ensure compliance with Council's Purchasing Policy Number 4007 – Procurement Policy.

### Financial Implications

All payments are made in accordance with the adopted annual budget.

### Strategic Community Plan

Goal 4: A strong and diverse Council working closely with the proactive and involved community.

4.6. The organisation, assets and finances of the Shire are managed responsibly.

### Consultation

Paul Anderson – Chief Executive Officer

Ally Bryant – Finance Manager

### Officer Comment

Accounts paid for the month ending 31 January 2025.

Municipal Account	
EFT 18557 - 18642	\$1,455,635.79
Direct Debits	\$143,734.55
Cheques	\$0.00
Corporate MasterCard	\$5,351.44
Bank Fees	\$ 312.16
<b>Total</b>	<b>\$1,605,033.94</b>

Trust Account – Mt Gibson Public Benefit Funds	
EFT – Transfer to another account (Close Term Deposit)	\$0.00
Cheques	\$0.00
Bank Fees	\$0.00
<b>Total</b>	<b>\$0.00</b>

Totalling **\$1,605,033.94** from *Municipal* and *Trust Accounts* for the month ending **31 January 2025**.

### OFFICER RECOMMENDATION

#### Council Resolution Number:

Moved:

Seconded:

**That the cheques and electronic payments as per the attached schedules of accounts for payment totaling \$1,605,033.94 (one million, six hundred and five thousand, thirty three dollars and ninety four cents) be accepted.**

**Motion put and carried / lost**

**For:**

**Against:**

[Next Item](#)

**Shire of Perenjori**  
**Local Government Act 1995**  
**Accounts for Payment for Month Ended 31 January 2025**

<b>Cheque /EFT No</b>	<b>Date</b>	<b>Name</b>	<b>Invoice Description</b>	<b>Bank Code</b>	<b>INV Amount</b>	<b>Amount</b>
481	31/01/2025	EFT GST - EFTPOS FEES WITH GST	EFTPOS FEES WITH GST	M		46.95
481	31/01/2025	EFT GST - EFTPOS FEES WITH GST	EFTPOS FEES WITH GST	M		155.58
481	31/01/2025	BANK FEES - BANK FEES NO GST	NAB CONNECT FEE	M		26.99
481	31/01/2025	BANK FEES - BANK FEES NO GST	BPAY FEES	M		46.64
481	31/01/2025	BANK FEES - BANK FEES NO GST	ACCOUNT FEE	M		36.00
EFT18557	09/01/2025	ANDREW FRASER	Cr Meeting Attendance Fees - 3rd Quarter	M		1,928.62
EFT18558	09/01/2025	APPLIED SATELLITE TECHNOLOGY AUSTRALIA PTY LTD	Monthly Subscription & AST Service Fee - January 2025	M		78.43
EFT18559	09/01/2025	AUSTRALIA POST	Monthly Postage Fees - December 2024	M		53.25
EFT18560	09/01/2025	BATAVIA FURNITURE & BEDDING	Queen Base & Mattress - 3/137 North Rd	M		1,309.00
EFT18561	09/01/2025	BLUEHILL COURIERS	Freight from Batavia Furniture, Totally Workwear, Reece, CNW, Truckline, Westrac	M		303.60
EFT18562	09/01/2025	BOB WADDELL & ASSOCIATES PTY LTD	Rates services - Week ending 29/12/24 & 6/1/25	M		1,320.00
EFT18563	09/01/2025	BOC LIMITED	Monthly Gas Bottle Rental - December 2024	M		69.81
EFT18564	09/01/2025	BRIAN OLIVER WILLIAM CAMPBELL	Cr Meeting Attendance Fees - 3rd Quarter	M		1,928.62
EFT18565	09/01/2025	BROONS GROUP PTY LTD	2024 Graderoll Mono Rubber Tyre Roller – attachment for grader	M		79,145.00
EFT18566	09/01/2025	BURGESS RAWSON (WA) PTY LTD	Water Usage 16/10/24 - 11/12/24 ((L6808-1)	M		87.29
EFT18567	09/01/2025	CANINE CONTROL	Ranger Services - 9/12/24 & 19/12/24	M		1,819.84
EFT18568	09/01/2025	CNW PTY LTD	Induction Cooktop - 25 Timmings St	M		979.26
EFT18569	09/01/2025	COLIN MURRICE BRYANT	Cr Meeting Attendance Fees - 3rd Quarter	M		1,928.62

**Shire of Perenjori**  
**Local Government Act 1995**  
**Accounts for Payment for Month Ended 31 January 2025**

<b>Cheque /EFT No</b>	<b>Date</b>	<b>Name</b>	<b>Invoice Description</b>	<b>Bank Code</b>	<b>INV Amount</b>	<b>Amount</b>
EFT18570	09/01/2025	DAEL MICHELE SPARKMAN	Cr Meeting Attendance Fees - 3rd Quarter	M		1,928.62
EFT18571	09/01/2025	DANIEL KEVIN BRADFORD	Cr Meeting Attendance Fees - 3rd Quarter	M		1,928.62
EFT18572	09/01/2025	DAPHNE'S TIMELESS TREATS	Catering Staff Christmas Party - 13/12/24	M		1,750.00
EFT18573	09/01/2025	IKONYX MEDICAL SERVICES PTY LTD	Medical Practice Support Retainer - January 2025	M		2,291.66
EFT18574	09/01/2025	INDEPENDENT RURAL PTY LTD	Garden & Hardware Supplies – December 24	M		1,277.78
EFT18575	09/01/2025	INTEGRATED ICT	HP Desktop PC x 2 & Accessories – Depot. Monthly subscriptions - December 24	M		13,673.10
EFT18576	09/01/2025	J'S HARDWARE & GIFTS	Hardware & Garden Supplies - December 2024	M		332.25
EFT18577	09/01/2025	JASON SIGNMAKERS	Changeroom Signage x 8 - Pavillion	M		1,074.32
EFT18578	09/01/2025	JUDE SUTHERLAND	President Allowance - 01/07/24 to 31/12/24. Meeting Attendance Fees – 3 <sup>rd</sup> Quarter	M		12,176.12
EFT18579	09/01/2025	KELLY PATRICIA HOLLAND	2nd Prize - Christmas Lights 2024	M		200.00
EFT18580	09/01/2025	LESLIE DEREK HEPWORTH	Deputy President Allowance - 01/07/24 to 31/12/24	M		4,642.12
EFT18581	09/01/2025	MCINTOSH & SONS	Glass & Freight - PJ4775	M		1,094.42
EFT18582	09/01/2025	MCLEODS LAWYERS	Proposed ban on use of Caravan Park Toilets & Deed of Gift - 47 Russell St – Legal Fees	M		1,286.73
EFT18583	09/01/2025	MORAWA REFRIGERATION	Install new EMD 195 Evaporative Cooler - 4 John St. Install new 1.7kw Air Conditioner – Perenjori Fire Brigade	M		4,275.40
EFT18584	09/01/2025	NATIONAL DRILLING EQUIPMENT	Pick Standard System - Depot	M		1,724.25
EFT18585	09/01/2025	NEXIA PERTH PTY LTD	SHERP Grant Acquittal - 01/07/2022 to 30/06/2024	M		1,485.00
EFT18586	09/01/2025	O'BRIEN SMASH REPAIRS	Insurance Excess - 43PJ	M		300.00

**Shire of Perenjori**  
**Local Government Act 1995**  
**Accounts for Payment for Month Ended 31 January 2025**

<b>Cheque /EFT No</b>	<b>Date</b>	<b>Name</b>	<b>Invoice Description</b>	<b>Bank Code</b>	<b>INV Amount</b>	<b>Amount</b>
EFT18587	09/01/2025	ON HOLD ON LINE	Monthly On Hold Messages - December 2024	M		77.00
EFT18588	09/01/2025	PERENJORI HOTEL	Brown Brothers Moscato for Councillors x 2 - 13/12/24	M		36.00
EFT18589	09/01/2025	RJ & LJ KING	Tyre - PJ1500	M		470.00
EFT18590	09/01/2025	SHIRE OF CHAPMAN VALLEY	Town planning services - July 24 to December 24	M		1,677.50
EFT18591	09/01/2025	SINCH MESSAGEMEDIA	Monthly Messaging - December 2024	M		869.67
EFT18592	09/01/2025	STACEY SPENCER	50% Payment for Unit 2: Managing People & Organisations (Graduate Certificate of Human Resource Management Course)	M		2,370.00
EFT18593	09/01/2025	STRATUM CUTTINGS EDGES	Scarifier Tips x 7	M		92.40
EFT18594	09/01/2025	TEAM GLOBAL EXPRESS PTY LTD	Freight - Winc, Westrac & Jason Signs	M		584.03
EFT18595	09/01/2025	WALLACE PLUMBING AND GAS PTY LTD	Locate & Repair leak in carpark - Admin Building	M		3,666.49
EFT18596	09/01/2025	WINC AUSTRALIA PTY LIMITED	Monthly Meter Charges - 21/10/24 to 16/12/24. Stationery supplies	M		866.27
EFT18597	09/01/2025	ZED ELECT	Various electrical works - Caravan Park, 38A & B, 40B & 50 Russell, Oval, Village, 3 Livingstone	M		5,771.85
EFT18598	09/01/2025	TELSTRA CORPORATION LIMITED	Telephone charges 16/12/24 to 15/1/25 - Fire Brigade	M		52.49
EFT18599	09/01/2025	WATER CORPORATION	Lot 100 Fowler St - water usage - 15/10/24 to 10/12/24	M		104.97
EFT18600	15/01/2025	FULCHER CONTRACTORS	MWSFN - Road Widening Work - December 2024 Claim	M		330,268.93
EFT18601	22/01/2025	ACCWEST	Assistance in preparation of 2024 Financial Statements - October to December 24	M		462.00
EFT18602	22/01/2025	AFGRI EQUIPMENT PTY LTD	Various Filters - PJ1503	M		1,202.06
EFT18603	22/01/2025	ASSET SOLUTIONS WA	Quarterly inspection of Nifty 120T EWP including travel	M		795.30
EFT18604	22/01/2025	AVON WASTE	Waste Removal - December 24	M		2,961.00

**Shire of Perenjori**  
**Local Government Act 1995**  
**Accounts for Payment for Month Ended 31 January 2025**

<b>Cheque /EFT No</b>	<b>Date</b>	<b>Name</b>	<b>Invoice Description</b>	<b>Bank Code</b>	<b>INV Amount</b>	<b>Amount</b>
EFT18605	22/01/2025	BLACKWOODS	Mat, Oil, Battery, Degreaser – Depot	M		972.10
EFT18606	22/01/2025	BOB WADDELL & ASSOCIATES PTY LTD	Rates Services for W/E 12/01/25 & 19/01/25	M		1,452.00
EFT18607	22/01/2025	CANINE CONTROL	Ranger Services - 06/01/25	M		909.92
EFT18608	22/01/2025	CHILD SUPPORT AGENCY	Payroll deductions	M		310.55
EFT18609	22/01/2025	CITY OF GREATER GERALDTON	Building Surveying Services - October to December 24	M		697.13
EFT18610	22/01/2025	CNW PTY LTD	Aircon parts - 25 Timmings	M		493.46
EFT18611	22/01/2025	COLIN MURRICE BRYANT	Travel for Ordinary Council Meeting - 19/12/24	M		108.91
EFT18612	22/01/2025	DAIMLER TRUCKS	2024 Cascadia Freight Liner Prime Mover (1ILY262) - VIN 5898	M		401,875.85
EFT18613	22/01/2025	DANIEL KEVIN BRADFORD	Travel for Ordinary Council Meeting - 19/12/24	M		83.17
EFT18614	22/01/2025	E & MJ ROSHER PTY LTD	Lever - PJ1564	M		1,036.59
EFT18615	22/01/2025	GERALDTON MOWER & REPAIR SPECIALIST	Complete recoil plus Freight - PJ1599	M		319.80
EFT18616	22/01/2025	GFG TEMP ASSIST	Design & Construction Support for Supermarket - 25/11/24 to 22/12/24	M		1,277.10
EFT18617	22/01/2025	GH COUNTRY COURIER	Freight - Reece Plumbing, Geraldton Lock & Key, CNW	M		192.72
EFT18618	22/01/2025	GREENFIELD TECHNICAL SERVICES	Ongoing Superintendent Rep services & project management plus site visit - Nov 24	M		23,880.56
EFT18619	22/01/2025	INDEPENDENT RURAL PTY LTD	Garden & Hardware Supplies – January 25	M		1,386.90
EFT18620	22/01/2025	JUDE SUTHERLAND	Travel for Ordinary Council Meeting - 19/12/24	M		37.62
EFT18621	22/01/2025	KOMATSU	Motor Assembly plus freight - PJ1577	M		444.47

**Shire of Perenjori**  
**Local Government Act 1995**  
**Accounts for Payment for Month Ended 31 January 2025**

<b>Cheque /EFT No</b>	<b>Date</b>	<b>Name</b>	<b>Invoice Description</b>	<b>Bank Code</b>	<b>INV Amount</b>	<b>Amount</b>
EFT18622	22/01/2025	LESLIE DEREK HEPWORTH	Travel for Ordinary Council Meeting - 19/12/24	M		29.70
EFT18623	22/01/2025	MCDONALDS WHOLESALERS	Lollies, water, snacks - Australia Day & Council	M		569.05
EFT18624	22/01/2025	MCLEODS LAWYERS	Supermarket Lease: Fowler Street, Perenjori - Legal Fees	M		558.36
EFT18625	22/01/2025	MOODY L & K PTY LTD T/A GERALDTON LOCK & KEY	Padlock x 6 - Depot	M		594.00
EFT18626	22/01/2025	MORAWA REFRIGERATION	Supply & install 3.5Kw Haier Split System - 11B Livingstone	M		1,773.40
EFT18627	22/01/2025	NOVUS AUTOGLASS REPAIRS & REPLACEMENT	Fit & Tint Glass - PJ4775. Supply & fit windscreen – PJ1565. Fit left hand windscreen – PJ1502	M		3,169.95
EFT18628	22/01/2025	P & J TRANSPORT	Transport grader roller from Perth to Dalwallinu	M		550.00
EFT18629	22/01/2025	PERENJORI ROADHOUSE	Sugar, tea, newspapers, milk, refreshments – Admin, Council, DepotM			262.38
EFT18630	22/01/2025	PETER EGAN CARPENTRY	Supply & install splashback for BBQ plus freight – Pavilion. Install Door tread to flyscreen doors – 5 Hirshauer. Remove/replace two Sheets of tin, install door tread on fly screen doors – 25 Timmings	M		2,167.00
EFT18631	22/01/2025	REECE PTY LTD	Supplies for aircon - 25 Timmings. PVC pipes – Lodge	M		988.57
EFT18632	22/01/2025	REPCO AUTO PARTS	Light, side marker, filter - PJ1512, PJ1525, PJ1559 & PJ1562	M		716.48
EFT18633	22/01/2025	RJ & LJ KING	Battery - PJ1599	M		107.25
EFT18634	22/01/2025	SIRSIDYNIX PTY LTD	Framework Agreement - Library Software	M		6,490.00
EFT18635	22/01/2025	STEVE HUNTER AIRCONDITIONING & REFRIGERATION	Supply & install 5KW MHI Air conditioner - Unit 2 Caravan Park	M		2,420.00
EFT18636	22/01/2025	TEAM GLOBAL EXPRESS PTY LTD	Freight - Afgri, Westrac, Geraldton Mowers, E & MJ Rosher	M		362.66
EFT18637	22/01/2025	VANGUARD PUBLISHING T/A PREMIUM PUBLISHERS	Half Page Advert - 2025 Australia's Golden Outback Holiday Planner	M		1,870.00
EFT18638	22/01/2025	WESTRAC PTY LTD	Core - PJ1585. Various parts – PJ1585, PJ1502, J1524	M		6,972.87

**Shire of Perenjori**  
**Local Government Act 1995**  
**Accounts for Payment for Month Ended 31 January 2025**

<b>Cheque /EFT No</b>	<b>Date</b>	<b>Name</b>	<b>Invoice Description</b>	<b>Bank Code</b>	<b>INV Amount</b>	<b>Amount</b>
EFT18639	22/01/2025	WINC AUSTRALIA PTY LIMITED	Monthly Meter Charges - 18/11/24 to 16/12/24	M		507.77
EFT18640	28/01/2025	BREFFNI GROUP PTY LTD	Progress Claim 06 - RFT02-2023/24 Design and Construction of a 500 sqm Supermarket	M		495,275.32
EFT18642	30/01/2025	TELSTRA CORPORATION LIMITED	Phone charges to 15/01/25 - Fire Brigade	M		52.49
DD15239.1	14/01/2025	AWARE SUPER	Payroll deductions	M		10,109.36
DD15239.2	14/01/2025	UNISUPER	Superannuation contributions	M		285.62
DD15239.3	14/01/2025	THE RL & JMA RYAN SUPERANNUATION FUND	Superannuation contributions	M		1,143.86
DD15239.4	14/01/2025	AUSTRALIAN RETIREMENT TRUST (SUPER SAVINGS)	Superannuation contributions	M		773.18
DD15239.5	14/01/2025	AUSTRALIAN SUPER	Superannuation contributions	M		2,443.24
DD15239.6	14/01/2025	REST INDUSTRY SUPERANNUATION	Superannuation contributions	M		209.77
DD15239.7	14/01/2025	MERCER SUPER TRUST	Superannuation contributions	M		657.25
DD15239.8	14/01/2025	HOST PLUS SUPER	Superannuation contributions	M		433.25
DD15239.9	14/01/2025	EXPAND EXTRA SUPER	Superannuation contributions	M		303.40
DD15243.1	02/01/2025	WATER CORPORATION	Water usage 15/10/24-10/12/24 - Buidlings & Gardens	M		39,697.12
DD15243.2	13/01/2025	TELSTRA CORPORATION LIMITED	Internet charges to 15/12/24 - Medical Centre	M		3,063.13
DD15243.3	14/01/2025	REFUEL AUSTRALIA	Fuel Card Purchases for December 24	M		21,454.97
DD15243.4	02/01/2025	WESTNET	Monthly Internet Charge for Museum, Library & Depot - Dec 24 & Jan 25	M		123.90
DD15243.5	07/01/2025	RMS (Aust) P/L	RMS Cloud & Support - January 25	M		550.00



**Shire of Perenjori**  
**Local Government Act 1995**  
**Accounts for Payment for Month Ended 31 January 2025**

<b>Cheque /EFT No</b>	<b>Date</b>	<b>Name</b>	<b>Invoice Description</b>	<b>Bank Code</b>	<b>INV Amount</b>	<b>Amount</b>
DD15243.6	02/01/2025	NODE ONE	N1 Business Fibre - January 25	M		1,100.00
DD15243.7	06/01/2025	SYNERGY	Electricity usage 21/10/24-21/10/24 - 5 Hirshauer	M		6.89
DD15243.8	07/01/2025	SYNERGY	Electricity usage 14/11/24-12/12/24 - Pool	M		2,033.15
DD15243.9	14/01/2025	SYNERGY	Electricity Usage 23/10/24-19/12/24 - Oval, FM Tower, Village	M		2,740.16
DD15253.1	20/01/2025	WESTERN AUSTRALIAN TREASURY CORPORATION	Loan No. 98 Fixed Component - John Street Subdivision	M		18,393.44
DD15257.1	23/01/2025	WESTERN AUSTRALIAN TREASURY CORPORATION	Government Guarantee Fee - 254282 & 49616	M		3,981.03
DD15259.1	16/01/2025	SYNERGY	Electricity usage 23/10/24 to 19/12/24 - Airstrip	M		121.80
DD15259.2	15/01/2025	SG FLEET AUSTRALIA PTY LIMITED	CESM FORD RANGER - 10/12/24 to 09/02/25	M		4,584.85
DD15259.3	21/01/2025	NAB CREDIT CARD	Credit Card purchases 29/11/24 to 27/12/24	M		5,351.44
DD15262.1	28/01/2025	AWARE SUPER	Payroll deductions	M		9,720.70
DD15262.2	28/01/2025	UNISUPER	Superannuation contributions	M		285.62
DD15262.3	28/01/2025	THE RL & JMA RYAN SUPERANNUATION FUND	Superannuation contributions	M		1,143.86
DD15262.4	28/01/2025	AUSTRALIAN RETIREMENT TRUST (SUPER SAVINGS)	Superannuation contributions	M		773.18
DD15262.5	28/01/2025	AUSTRALIAN SUPER	Superannuation contributions	M		2,417.64
DD15262.6	28/01/2025	REST INDUSTRY SUPERANNUATION	Superannuation contributions	M		155.23
DD15262.7	28/01/2025	MERCER SUPER TRUST	Superannuation contributions	M		657.25
DD15262.8	28/01/2025	HOST PLUS SUPER	Superannuation contributions	M		389.85

**Shire of Perenjori**  
**Local Government Act 1995**  
**Accounts for Payment for Month Ended 31 January 2025**

<b>Cheque /EFT No</b>	<b>Date</b>	<b>Name</b>	<b>Invoice Description</b>	<b>Bank Code</b>	<b>INV Amount</b>	<b>Amount</b>
DD15262.9	28/01/2025	EXPAND EXTRA SUPER	Superannuation contributions	M		296.90
DD15265.1	28/01/2025	SYNERGY	Electricity usage 23/10/24 to 19/12/24 - Oval	M		117.24
DD15272.1	02/01/2025	WATER CORPORATION	Water usage to 10/12/2024	M		144.01
DD15274.1	13/01/2025	BOND ADMINISTRATOR	Housing Bond - 25 Timmings St	M		4,460.00
DD15239.10	14/01/2025	AMP SUPER FUND	Superannuation contributions	M		311.14
DD15243.10	13/01/2025	SYNERGY	Electricity usage 22/10/24-18/12/24 - Housing, Buildings & Gardens	M		8,341.42
DD15262.10	28/01/2025	AMP SUPER FUND	Superannuation contributions	M		311.14
<b>TOTAL</b>						<b>1,605,033.94</b>



Statement for

**NAB Low Rate Business Card**

NAB Commercial Cards Centre - GPO Box 9992 Melbourne Victoria 3001

Tel 13 10 12 8am - 8pm AEST & AEDT Monday to Friday, 9am - 6pm AEST & AEDT Saturday and Sunday

Fax 1300 363 658

Lost & Stolen cards: 1800 033 103 (24 hours within Australia only)



053/2866

SHIRE OF PERENJORI

PO BOX 22

PERENJORI WA 6620

RECEIVED 05 FEB 2025

Statement Period

28 December 2024 to 29 January 2025

Company Account No:

4336 8799 1062 5536

Facility Limit:

\$22,000

**Your Account Summary**

Balance from previous statement	\$5,351.44 DR
Payments and other credits	\$5,351.44 CR
Purchases, cash advances and other debits	\$2,523.12 DR
Interest and other charges	\$0.00
<b>Closing Balance</b>	<b>\$2,523.12 DR</b>

Monthly payment - due by **24 February 2025** \$63.08

**Total minimum payment** \$63.08

**YOUR DIRECT DEBIT PAYMENT OF \$2,523.12 WILL BE  
CHARGED TO ACCOUNT 000086643- 0000975069649 ON  
24/02/2025 AS PER OUR AGREEMENT.**

see reverse for transaction details

Transaction record for: **Billing account**

Date	Amount A\$	Details	Reference
21 Jan 2025	\$5,351.44 CR	DIRECT DEBIT PAYMENT	74336875020
Total for this Period:	\$5,351.44 CR		



NAB Telephone Banking: transfer funds by phone from your nominated NAB accounts to your NAB Low Rate Business Card account. Phone 13 10 12, between 7am and 9pm AEST, Monday to Friday, 8am and 6pm AEST, Saturday and Sunday



NAB Internet Banking: transfer funds from your NAB cheque or savings account to your NAB Low Rate Business Card account using NAB Internet Banking at nab.com.au



NAB ATM: Transfer funds from your linked NAB accounts to your NAB Credit Card account. You must have a Personal Identification Number (PIN)



Biller Code: 1008. Ref: Select the card number you are making the payment to. Contact your participating bank, credit union or building society to make this payment from your cheque or savings account. BPAY payments may be delayed until the next banking business day, due to processing cut-off times. Maximum BPAY payment amount is AU \$100,000 per payment.

Cardholder summary

If you have recently switched to a new product or had a Lost/Stolen replacement of your card, your cardholder summary may not reconcile with the account balance. The closing balance in “Your Account Summary” section of this statement reflects your correct balance and amount payable. Please login to your Internet Banking or NAB Connect account to review your most up to date transaction listing.

Cardholder account	Cardholder name	Credit limit	Payments and other credits (A)	Purchases and cash advances (B)	Interest and other charges (C)	Net Totals (B + C - A)
4336-8757-3662-2053	MR PAUL GREGORY ANDE	\$15,000	\$0.00	\$1,308.65	\$0.00	\$1,308.65
4336-8757-3662-2061	MS NOLA LEANNE COMER	\$5,000	\$0.00	\$666.77	\$0.00	\$666.77
4336-8757-3662-3853	RICHARD LAWRENCE RYA	\$2,000	\$0.00	\$547.70	\$0.00	\$547.70
4336-8799-1062-5536	BILLING ACCOUNT	\$0	\$5,351.44 CR	\$0.00	\$0.00	\$5,351.44 CR
			\$5,351.44 CR	\$2,523.12 DR	\$0.00	\$2,828.32 CR

Transaction type

Promotional Offer

Annual percentage rate

0.000%

Daily percentage rate

0.00000%



Statement for

## NAB Low Rate Business Card

NAB Commercial Cards Centre - GPO Box 9992 Melbourne Victoria 3001

Tel 13 10 12 8am - 8pm AEST & AEDT Monday to Friday, 9am - 6pm AEST & AEDT Saturday and Sunday

Fax 1300 363 658

Lost & Stolen Cards: 1800 033 103 (24 hours, 7 days a week)

RECEIVED 05 FEB 2025

### Cardholder Details

Cardholder Name: MR PAUL GREGORY ANDERSON  
Account No: 4336 8757 3662 2053  
Statement Period: 28 December 2024 to 29 January 2025  
Cardholder Limit: \$15,000

### Transaction record for: MR PAUL GREGORY ANDERSON

Date	Amount A\$	Details	Explanation	Amount NOT subject to GST	Amount subject to GST	GST component (1/11th of the amount subject to GST)	Reference
2 Jan 2025	\$90.00	Garmin Eastern Creek					74773885001
15 Jan 2025	\$993.00	TYRERIGHT GERALDTON WEBBERTON					00935514628
16 Jan 2025	\$214.70	Urban Bird Trust ROZELLE					01656365684
22 Jan 2025	\$10.95	MY POST BUSINESS/POST MELBOURNE					74229855021
<b>Total for this period</b>	<b>\$1,308.65</b>		<b>Totals</b>				

### Employee declaration

I verify that the above charges are a true and correct record in accordance with company policy

Cardholder signature: \_\_\_\_\_ Date: \_\_\_\_\_



Statement for

## NAB Low Rate Business Card

NAB Commercial Cards Centre - GPO Box 9992 Melbourne Victoria 3001

Tel 13 10 12 8am - 8pm AEST & AEDT Monday to Friday, 9am - 6pm AEST &

AEDT Saturday and Sunday

Fax 1300 363 658

Lost & Stolen Cards: 1800 033 103 (24 hours, 7 days a week)

RECEIVED 05 FEB 2025

### Cardholder Details

Cardholder Name: MS NOLA LEANNE COMERFORD  
Account No: 4336 8757 3662 2061  
Statement Period: 28 December 2024 to 29 January 2025  
Cardholder Limit: \$5,000

### Transaction record for: MS NOLA LEANNE COMERFORD

Date	Amount A\$	Details	Explanation	Amount NOT subject to GST	Amount subject to GST	GST component (1/11th of the amount subject to GST)	Reference
15 Jan 2025	\$82.97	CALTEX STRATHAM STRATHAM					74564455014
28 Jan 2025	\$419.70	ROSSITER AND COMPANY THREE SPRINGS					00947489984
29 Jan 2025	\$164.10	SHIRE OF PERENJORI PERENJORI					01130061197
Total for this period	\$666.77		Totals				

### Employee declaration

I verify that the above charges are a true and correct record in accordance with company policy

Cardholder signature: \_\_\_\_\_ Date: \_\_\_\_\_

0094801 029/4336879910625536 / E-2866 S-9605 I-19209





Statement for  
**NAB Low Rate Business Card**  
NAB Commercial Cards Centre - GPO Box 9992 Melbourne Victoria 3001  
Tel 13 10 12 8am - 8pm AEST & AEDT Monday to Friday, 9am - 6pm AEST &  
AEDT Saturday and Sunday  
Fax 1300 363 658  
Lost & Stolen Cards: 1800 033 103 (24 hours, 7 days a week)

RECEIVED 05 FEB 2025

Cardholder Details

Cardholder Name: RICHARD LAWRENCE RYAN  
Account No: 4336 8757 3662 3853  
Statement Period: 28 December 2024 to 29 January 2025  
Cardholder Limit: \$2,000

Transaction record for: RICHARD LAWRENCE RYAN

Date	Amount A\$	Details	Explanation	Amount NOT subject to GST	Amount subject to GST	GST component (1/11th of the amount subject to GST)	Reference
31 Dec 2024	\$170.00	DONGARA HOTEL MOTEL DONGARA					74940524364
3 Jan 2025	\$37.98	BUNNINGS 308000 GERALDTON					74940525001
6 Jan 2025	\$173.07	OUTBACK ENTERPRISES WA PTPAYNES FIND					74466025004
9 Jan 2025	\$54.98	SUPER CHEAP AUTO GERALDTON					74564455008
23 Jan 2025	\$21.00	SQ *DAPHNE'S TIMELESS TREPerenjori					74064145022
29 Jan 2025	\$90.67	CRUDELIS AUTO 9434 MULLEWA					00815292319
Total for this period	\$547.70		Totals				

Employee declaration

I verify that the above charges are a true and correct record in accordance with company policy

Cardholder signature: \_\_\_\_\_

Date: \_\_\_\_\_

**Shire of Perenjori**  
**CREDIT CARD SUMMARY ONLY**  
**NATIONAL AUSTRALIA BANK**

**Corporate Mastercard - 28 December 2024 to 29 January 2025 - Paul Anderson - CEO**

DATE	DESCRIPTION	ACCOUNT DESCRIPTION	PERSON CONTACTING SELLER	AMOUNT
2/01/2025	Garmin	Monthly GPS with SOS Capability for Graders - Lone worker Safety	MIS	\$ 90.00
15/01/2025	Tyreright Geraldton	Tyres & Wheel Alignment - 1PJ	CEO	\$ 993.00
16/01/2025	Urban Bird Trust	Bird Scare Balloons	MIS	\$ 214.70
22/01/2025	My Post Business	Pamphlets sent to Wheatbelt Visitors Centre - Tourism Promotion	CDO	\$ 10.95
<b>CEO Corporate Credit Card Purchases for 28 December 2024 to 29 January 2025</b>				<b>\$ 1,308.65</b>

**Corporate Mastercard - 28 December 2024 to 29 January 2025 - Nola Comerford - M CCS**

DATE	DESCRIPTION	ACCOUNT DESCRIPTION	PERSON CONTACTING SELLER	AMOUNT
15/01/2025	Caltex Stratham	Fuel - 2PJ	M CCS	\$ 82.97
28/01/2025	Rossiter & Company	Butcher - meat for Australia Day 2025 Celebration	CDO	\$ 419.70
29/01/2025	Shire of Perenjori	Department of Transport - Reigstration to bring in line with Fleet Licensing - 1PJ	CSO	\$ 164.10
<b>M CCS Corporate Credit Card Purchases for 28 December 2024 to 29 January 2025</b>				<b>\$ 666.77</b>

**Corporate Mastercard - 28 December 2024 to 29 January 2025 - Richard Ryan - CESM**

DATE	DESCRIPTION	ACCOUNT DESCRIPTION	PERSON CONTACTING SELLER	AMOUNT
31/12/2024	Dongara Hotel Motel	Accommodation - Dongara Bushfire between Night/Day Shift - Charge DFES	CESM	\$ 170.00
3/01/2025	Bunnings	Power board - CESM Kit	CESM	\$ 37.98
6/01/2025	Outback Enterprises	Fuel - Roadhouse doesn't accept Fuel Cards	CESM	\$ 173.07
9/01/2025	Super Cheap Auto	Replacement tyre plug kit	CESM	\$ 54.98
23/01/2025	Daphne's Timeless Treats	Lunch	CESM	\$ 21.00
29/01/2025	Crudelis Auto	Fuel to be charged to DFES - CESM Vehicle	CESM	\$ 90.67
<b>CESM Corporate Credit Card Purchases for 28 December 2024 to 29 January 2025</b>				<b>\$ 547.70</b>
<b>Total Payments of Corporate Credit Card</b>				<b>\$ 2,523.12</b>

<b>Interest &amp; Other Charges</b>	<b>\$ -</b>
<b>Grand Total</b>	<b>\$ 2,523.12</b>



### 13.5 2024-25 ANNUAL BUDGET REVIEW

Applicant:	Shire of Perenjori
File:	ADM 0339
Report Date:	20 February 2025
Disclosure of Interest:	
Voting Requirements:	Absolute Majority
Author:	Ally Bryant – Finance Manager
Responsible Officer:	Paul Anderson – Chief Executive Officer
Attachments:	<a href="#">13.5.1 – 2024-25 Annual Budget Review</a>

#### Summary

Section 33A of the *Local Government (Financial Management) Regulations 1996* requires that a review of its annual budget is carried out between 1 January and 28 February of every year.

#### Background

The review has been carried out by senior staff responsible for budgets. Key areas where there have been changes in financial situation have been identified and changes to the budget recommended.

The Shire is required to provide a copy of the budget review to the Department of Local Government within 30 days after Council has made its determinations.

The more significant changes to income or expenditures are addressed in this report.

#### Statutory Environment

*Local Government (Financial Management) Regulations 1996* Part 33A requires the Council to consider the review for the period from 1 July and ending no earlier than 31 December of that financial year. The regulation also requires the Council to consider the local governments financial position, consider the options presented and decide whether to adopt the review as presented, any part of the review or any recommendations made in the review, and consider the outcomes that are forecast in the budget.

#### Policy Implications

Nil

#### Consultation

Paul Anderson – Chief Executive Officer

Nola Comerford – Manager of Corporate and Community Services

Marty Noordhof – Manager of Infrastructure Services

#### Financial Implications

Shown in the attached report, with no changes to the budgeted closing net surplus/deficit.

#### Strategic Community Plan

Goal 4: A strong and diverse Council working closely with the proactive and involved community.

4.6. The organisation, assets and finances of the Shire are managed responsibly.

#### Officer Comment

The 2024-25 Budget was approved by Council in July 2024.

As a budget review compares to the original budget adopted it is to be noted that the budget review also addresses all amendments adopted by Council since July 2024.

This budget review addresses the key changes in circumstances since the budget was approved. The key movements are:

- Increase in net operating of \$7,567. A review of operating accounts was conducted and accounts altered to reflect their true budget requirements.
- Capital Grant income increased by \$1,191,470. This is the increase of MWSGFN funding \$1,137,635, decrease in revenue for CSRFF Grant of \$61,623 and increase Lottery West Grant \$115,458.
- Capital projects increasing by \$1,069,286. This is made up by a reduction in Plant & Equipment of \$99,989, increase in Roads \$1,106,556, decrease in Other Infrastructure \$2,500, increase in Buildings \$135,219 and Furniture & Fittings decrease \$70,000

Capital Job	Original Budget	Amend Budget	Comment
Community Hub (Supermarket)	\$3,503,070	\$4,107,684	Resolution 241024.6 \$507,930
MWSGFN Morawa South Rd	\$0	\$1,054,395	Resolution 211124.2 \$919,128
MWSGFN Hil Rd	\$168,233	\$155,425	Reflecting max grant available
MWSGFN Boundary Rd	\$2,433,491	\$2,529,539	Reflecting max grant available
Perenjori Rothsay Rd	\$0	\$259,155	Resolution 211124.2
Warriedar Coppermine Rd	\$446,500	\$189,191	Resolution 211124.2
Carnamah Perenjori Rd	\$219,817	\$230,468	
Crossing Rd	\$417,220	\$382,758	
Iona Rd	\$18,810	\$9,696	
Altas Payroll	\$70,000	\$0	
Admin Vehicle	\$40,000	\$44,531	
Additional Housing C/F 23/24	\$36,000	\$58,647	
GROH Housing	\$1,200,000	\$600,000	
Latham Bowls Club	\$184,428	\$181,928	
Perenjori Pavillion Upgrades	\$0	\$115,458	Lottery West Grant Funded
Utility – Works Manager	\$65,000	\$61,505	
Utility – Works Crew	\$65,000	\$46,025	
Bob Cat Trailer	\$20,000	\$0	
Multi Tyre Roller Attachment	\$70,000	\$0	
Multi Tyre Roller Attachment	\$70,000	\$71,950	
New Prime Mover	\$360,000	\$366,000	
Upgrade Chalets 3&4	\$30,000	\$22,500	
Total	\$9,417,569	\$10,486,855	
Net Result	\$1,069,286		

- Transfer from Reserves decreased by \$262,070 being \$70,000 less from IT Communication Reserve and \$192,070 less from Mt Gibson Infrastructure Reserve.
- Transfer to Reserves decreasing by \$5,000 due to reducing transfer to IT Communication Reserve from \$105,330 to \$100,330.

Attached is the statutory budget review document which details the recommended budget adjustments. The net impact of the adjustment is to maintain the closing surplus/deficit at \$0.

#### OFFICER RECOMMENDATION

**Council Resolution Number:**

**Moved:**

**Seconded:**

**That Council, in accordance with Regulation 33A of the Local Government (Financial Management) Regulations 1996, adopts the 2024-25 Budget Review, and submits a copy of the adopted 2024-25 Budget Review to the Department of Local Government within 14 days of Council adoption.**

**Motion put and carried / lost by Absolute Majority**

**For:**

**Against:**

[Next Item](#)

# SHIRE OF PERENJORI

## BUDGET REVIEW REPORT

### FOR THE PERIOD ENDED 31 JANUARY 2025

*LOCAL GOVERNMENT ACT 1995*

*LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996*

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SHIRE OF PERENJORI  
STATEMENT OF BUDGET REVIEW  
FOR THE PERIOD ENDED 31 JANUARY 2025

		Budget v Actual					
		Adopted	Updated Budget	Year to Date	Estimated	Predicted	
Note		Budget	Estimates	Actual	Year at End	Variance	
			(a)		Amount	(b) - (a)	
		\$	\$	\$	(b)		
OPERATING ACTIVITIES							
Revenue from operating activities							
General rates	4.1	3,441,290	3,467,290	3,469,927	3,467,290	26,000	▲
Grants, subsidies and contributions	4.2	761,033	726,593	536,132	726,593	(34,440)	▼
Fees and charges	4.3	969,267	1,007,267	768,007	1,007,267	38,000	▲
Interest revenue	4.4	141,800	162,500	154,379	162,500	20,700	▲
Other revenue	4.5	2,807,579	1,926,224	1,317,552	1,926,224	(881,355)	▼
Profit on asset disposals	4.6	2,500	43,200	40,700	43,200	40,700	▲
		8,123,469	7,333,074	6,286,697	7,333,074	(790,395)	▼
Expenditure from operating activities							
Employee costs		(3,574,760)	(3,574,760)	(2,143,928)	(3,574,760)	0	
Materials and contracts	4.7	(4,699,209)	(3,873,581)	(2,364,690)	(3,873,581)	825,628	▲
Utility charges		(392,725)	(392,725)	(175,838)	(392,725)	0	
Depreciation		(5,391,127)	(5,391,127)	(3,154,648)	(5,391,127)	0	
Finance costs		(66,784)	(66,784)	(39,713)	(66,784)	0	
Insurance		(193,475)	(193,475)	(193,345)	(193,475)	0	
Other expenditure	4.8	(222,158)	(224,258)	(147,665)	(224,258)	(2,100)	▼
Loss on asset disposals	4.9	(35,875)	(20,950)	(4,999)	(20,950)	14,925	▲
		(14,576,113)	(13,737,660)	(8,224,826)	(13,737,660)	838,453	
Non-cash amounts excluded from operating activities	4.10	5,424,502	5,368,877	3,118,947	5,368,877	(55,625)	▲
Amount attributable to operating activities		(1,028,142)	(1,035,709)	1,180,818	(1,035,709)	(7,567)	
INVESTING ACTIVITIES							
Inflows from investing activities							
Capital grants, subsidies and contributions	4.11	5,660,979	6,852,449	2,568,932	6,852,449	1,191,470	▲
Proceeds from disposal of assets		151,300	151,300	72,700	151,300	0	
		5,812,279	7,003,749	2,641,632	7,003,749	1,191,470	
Outflows from investing activities							
Purchase of land and buildings	4.12	(4,794,070)	(4,929,289)	(2,834,863)	(4,929,289)	(135,219)	▼
Purchase of plant and equipment	4.13	(846,600)	(746,611)	(589,602)	(746,611)	99,989	▲
Purchase of furniture and equipment	4.14	(140,099)	(70,099)	(37,380)	(70,099)	70,000	▲
Purchase and construction of infrastructure-roads	4.15	(4,765,293)	(5,871,849)	(2,117,790)	(5,871,849)	(1,106,556)	▼
Purchase and construction of infrastructure-other	4.16	(494,428)	(491,928)	(53,011)	(491,928)	2,500	▲
		(11,040,490)	(12,109,776)	(5,632,646)	(12,109,776)	(1,069,286)	
Amount attributable to investing activities		(5,228,211)	(5,106,027)	(2,991,014)	(5,106,027)	122,184	
FINANCING ACTIVITIES							
Cash inflows from financing activities							
Proceeds from new borrowings	4.17	2,000,000	2,100,000	0	2,100,000	100,000	▲
Transfers from reserve accounts	4.18	1,954,214	1,692,144	0	1,692,144	(262,070)	▼
		3,954,214	3,792,144	0	3,792,144	(162,070)	
Cash outflows from financing activities							
Repayment of borrowings		(57,921)	(57,921)	(43,000)	(57,921)	0	
Transfers to reserve accounts	4.19	(767,898)	(762,898)	(182,164)	(762,898)	5,000	▼
		(825,819)	(820,819)	(225,164)	(820,819)	5,000	
Amount attributable to financing activities		3,128,395	2,971,325	(225,164)	2,971,325	(157,070)	
MOVEMENT IN SURPLUS OR DEFICIT							
Surplus or deficit at the start of the financial year	4.20	3,127,958	3,170,411	3,170,411	3,170,411	42,453	▲
Amount attributable to operating activities		(1,028,142)	(1,035,709)	1,180,818	(1,035,709)	(7,567)	
Amount attributable to investing activities		(5,228,211)	(5,106,027)	(2,991,014)	(5,106,027)	122,184	
Amount attributable to financing activities		3,128,395	2,971,325	(225,164)	2,971,325	(157,070)	
Surplus or deficit after imposition of general rates		0	0	1,135,057	0	0	

## 1. BASIS OF PREPARATION

This budget review 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 budget review 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 Leases which would have required the Shire of Perenjori to measure any vested improvements at zero cost.

*Local Government (Financial Management) Regulations 1996*, regulation 33A prescribes contents of the budget review.

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

### **THE LOCAL GOVERNMENT REPORTING ENTITY**

All funds through which the Shire of Perenjori 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
- estimation of fair values of provisions

### **SIGNIFICANT ACCOUNTING POLICES**

Significant accounting policies utilised in the preparation of these statements are as described within the 2024-25 Annual Budget. Please refer to the adopted budget document for details of these policies.

2. SUMMARY GRAPHS - BUDGET REVIEW



This information is to be read in conjunction with the accompanying financial statements and notes.

3 NET CURRENT FUNDING POSTION  
EXPLANATION OF DIFFERENCE IN NET CURRENT ASSETS AND SURPLUS/(DEFICIT)

(a) Composition of estimated net current assets

	Audited Actual 30 June 2024	Adopted Budget 30 June 2025	Updated Budget Estimates 30 June 2025	Year to Date Actual 31 January 2025	Estimated Year at End Amount 30 June 2025
	\$	\$	\$	\$	\$
<b>Current assets</b>					
Cash and cash equivalents	7,297,146	1,928,426	2,220,029	4,770,564	2,220,029
Trade and other receivables	610,460	583,686	583,686	383,610	583,686
Inventories	84,036	127,103	84,036	83,975	84,036
Other assets	8,534		8,534		8,534
	8,000,176	2,639,215	2,896,285	5,238,149	2,896,285
<b>Less: current liabilities</b>					
Trade and other payables	(638,381)	(688,593)	(688,593)	(137,027)	(688,593)
Contract liabilities	(1,054,446)	0	0	(646,963)	0
Borrowings	(57,921)	(2,000,000)	(2,100,000)	(14,921)	(2,100,000)
Employee related provisions	(254,754)	(233,540)	(254,754)	(254,753)	(254,754)
	(2,005,502)	(2,922,133)	(3,043,347)	(1,053,664)	(3,043,347)
<b>Net current assets</b>	5,994,674	(282,918)	(147,062)	4,184,485	(147,062)
Less: Total adjustments to net current assets	(2,824,263)	282,918	147,062	(3,049,428)	147,062
<b>Closing funding surplus / (deficit)</b>	3,170,411	0	0	1,135,057	0

(b) 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.

	Audited Actual 30 June 2024	Adopted Budget 30 June 2025	Updated Budget Estimates 30 June 2025	Year to Date Actual 31 January 2025	Estimated Year at End Amount 30 June 2025
	\$	\$	\$	\$	\$
<b>Adjustments to net current assets</b>					
Less: Reserve accounts	(3,136,938)	(1,950,622)	(2,207,692)	(3,319,102)	(2,207,692)
Add: Current liabilities not expected to be cleared at end of year					
- Current portion of borrowings	57,921	2,000,000	2,100,000	14,921	2,100,000
- Employee benefit provisions	254,754	233,540	254,754	254,753	254,754
<b>Total adjustments to net current assets</b>	(2,824,263)	282,918	147,062	(3,049,428)	147,062

(c) Non-cash amounts excluded from operating activities

The following non-cash revenue and expenditure has been excluded from operating activities within the Statement of Financial Activity in accordance with *Financial Management Regulation 32*.

	Audited Actual 30 June 2024	Adopted Budget 30 June 2025	Updated Budget Estimates 30 June 2025	Year to Date Actual 31 January 2025	Estimated Year at End Amount 30 June 2025
	\$	\$	\$	\$	\$
<b>Adjustments to operating activities</b>					
Less: Profit on asset disposals	(137,349)	(2,500)	(43,200)	(40,700)	(43,200)
Add: Loss on disposal of assets	45,939	35,875	20,950	4,999	20,950
Add: Depreciation on assets	5,291,604	5,391,127	5,391,127	3,154,648	5,391,127
<b>Non-cash amounts excluded from operating activities</b>	5,200,194	5,424,502	5,368,877	3,118,947	5,368,877

### 3 COMMENTS/NOTES - NET CURRENT FUNDING POSITION (CONTINUED)

#### SIGNIFICANT ACCOUNTING POLICIES

##### CASH AND CASH EQUIVALENTS

Cash and cash equivalents include cash on hand, cash at bank, deposits available on demand with banks, other short term highly liquid investments 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 shown as short term borrowings in current liabilities.

##### FINANCIAL ASSETS AT AMORTISED COST

The Shire of Perenjori 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.

##### TRADE AND OTHER RECEIVABLES

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

Trade and other receivables are recognised initially at the amount of consideration that is unconditional, unless they contain significant financing components, when they are recognised at fair value.

Trade receivables are held with the objective to collect the contractual cashflows and therefore measures them subsequently at amortised cost using the effective interest rate method.

Due to the short term nature of current receivables, their carrying amount is considered to be the same as their fair value. Non-current receivables are indexed to inflation, any difference between the face value and fair value is considered immaterial.

The Shire of Perenjori applies the AASB 9 simplified approach to measuring expected credit losses using a lifetime expected loss allowance for all trade receivables. To measure the expected credit losses, rates receivable are separated from other trade receivables due to the difference in payment terms and security for rates receivable.

##### INVENTORIES

###### General

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

##### CONTRACT ASSETS

Contract assets primarily relate to the Shire of Perenjori's right to consideration for work completed but not billed at the end of the period.

##### CONTRACT LIABILITIES

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

Contract liabilities represent obligations which are not yet satisfied. Contract liabilities are recognised as revenue when the performance obligations in the contract are satisfied.

##### PROVISIONS

Provisions are recognised when the Shire of Perenjori has a present legal or constructive obligation, as a result of past events, for which it is probable that an outflow of economic benefits will result and that outflow can be reliably measured.

Provisions are measured using the best estimate of the amounts required to settle the obligation at the end of the reporting period.

##### CURRENT AND NON-CURRENT CLASSIFICATION

An asset or liability is classified as current if it is expected to be settled within the next 12 months, being the Shire of Perenjori's operational cycle. In the case of liabilities where the Shire of Perenjori does not have the unconditional right to defer settlement beyond 12 months, such as vested long service leave, the liability is classified as current even if not expected to be settled within the next 12 months. Inventories held for trading are classified as current or non-current based on the Shire of Perenjori's intentions to release for sale.

##### TRADE AND OTHER PAYABLES

Trade and other payables represent liabilities for goods and services provided to the Shire of Perenjori prior to the end of the financial year that are unpaid and arise when the Shire of Perenjori becomes obliged to make future payments in respect of the purchase of these goods and services. The amounts are unsecured, are recognised as a current liability and are normally paid within 30 days of recognition. The carrying amounts of trade and other payables are considered to be the same as their fair values, due to their short-term nature.

##### PREPAID RATES

Prepaid rates are, until the taxable event has occurred (start of the next financial year), refundable at the request of the ratepayer. Rates received in advance are initially recognised as a financial liability. When the taxable event occurs, the financial liability is extinguished and the Shire of Perenjori recognises revenue for the prepaid rates that have not been refunded.

##### EMPLOYEE BENEFITS

###### Short-Term Employee Benefits

Provision is made for the Shire of Perenjori's obligations for short-term employee benefits. Short-term employee benefits are benefits (other than termination benefits) that are expected to be settled wholly before 12 months after the end of the annual reporting period in which the employees render the related service, including wages, salaries and sick leave. Short-term employee benefits are measured at the (undiscounted) amounts expected to be paid when the obligation is settled.

The Shire of Perenjori's obligations for short-term employee benefits such as wages, salaries and sick leave are recognised as a part of current trade and other payables in the net current funding position. Shire of Perenjori's current obligations for employees' annual leave and long service leave entitlements are recognised as provisions in the net current funding position.

###### Other long-term employee benefits

Long-term employee benefits provisions are measured at the present value of the expected future payments to be made to employees. Expected future payments incorporate anticipated future wage and salary levels, durations of service and employee departures and are discounted at rates determined by reference to market yields at the end of the reporting period on government bonds that have maturity dates that approximate the terms of the obligations. Any remeasurements for changes in assumptions of obligations for other long-term employee benefits are recognised in profit or loss in the periods in which the changes occur.

The Shire of Perenjori's obligations for long-term employee benefits where the Shire of Perenjori does not have an unconditional right to defer settlement for at least 12 months after the end of the reporting period, are presented as current provisions in the net current funding position.



**SHIRE OF PERENJORI**  
**NOTES TO THE REVIEW OF THE ANNUAL BUDGET**  
**FOR THE PERIOD ENDED 31 JANUARY 2025**

**4 PREDICTED VARIANCES**

	<b>Variance</b>
	<b>\$</b>
<b>Revenue from operating activities</b>	
4.1 <b>General rates</b>	26,000 ▲
Decrease in Rates discount of \$39,000 and an increase of Interim Rates of \$13,000	
4.2 <b>Grants, subsidies and contributions</b>	(34,440) ▼
Decrease in FAGS of \$38,090, decrease in DFES Grant of \$10,000 and increase in Aging Grant \$13,650	
4.3 <b>Fees and charges</b>	38,000 ▲
Increase to Caravan Park income of \$32,000 and minor changes to other accounts	
4.4 <b>Interest revenue</b>	20,700 ▲
Increase to Telenet interest of \$19,200 and Penalty interest of \$1,500	
4.5 <b>Other revenue</b>	(881,355) ▼
Decrease in Private works MWSGFN Income \$919,128, increase in reimbursements for Latham Bowls Club Green \$37,123 and other minor changes	
4.6 <b>Profit on asset disposals</b>	40,700 ▲
Revised disposal of plant increased the budgeted Profit	
<b>Expenditure from operating activities</b>	
4.7 <b>Materials and contracts</b>	825,628 ▲
Decrease in Private Works MWSGFN of \$919,128 and minor adjustments in several accounts	
4.8 <b>Other expenditure</b>	(2,100) ▼
Minor adjustments	
4.9 <b>Loss on asset disposals</b>	14,925 ▲
Revised disposal of plant decreased the budgeted loss	
<b>Non-cash amounts excluded from operating activities</b>	(55,625) ▲
Increase in Profit and decrease in Loss	
<b>Inflows from investing activities</b>	
4.11 <b>Capital grants, subsidies and contributions</b>	1,191,470 ▲
Increase in MWSGFN Grant \$1,137,635, decrease in CSRFF Grant of \$61,623, increase Lottery West Grant \$115,458	
<b>Outflows from investing activities</b>	
4.12 <b>Purchase of land and buildings</b>	(135,219) ▼
Increase to Supermarket of \$604,614, decrease in Groh Housing of \$600,000, increase in Additional Housing \$22,647, decrease in Upgrade to Chalets 3&4 \$7,500 and additional capital project for Upgrade to Pavillion \$115,458.	
4.13 <b>Purchase of plant and equipment</b>	99,989 ▲
Removal of Trailer \$20,000 and 1 Multi Tyre Attachment \$70,000, other minor decrease and increases in variance plant items.	
4.14 <b>Purchase of furniture and equipment</b>	70,000 ▲
Removal of Altus Payroll system \$70,000	
4.15 <b>Purchase and construction of infrastructure-roads</b>	(1,106,556) ▼
Main variation is increase in MWSGFN Project of \$1,137,635, several other roads jobs with minor increases and decreases	
4.16 <b>Purchase and construction of infrastructure-other</b>	2,500 ▲
Decrease in Latham Bowls Green of \$2,500	

SHIRE OF PERENJORI  
NOTES TO THE REVIEW OF THE ANNUAL BUDGET  
FOR THE PERIOD ENDED 31 JANUARY 2025

4 PREDICTED VARIANCES

	<b>Variance</b>
	<b>\$</b>
<b>Cash inflows from financing activities</b>	
4.17 <b>Proceeds from new borrowings</b>	100,000 ▲
Increase in loan for Supermarket of \$700,000 and decrease in loan for GROH Housing of \$600,000	
4.18 <b>Transfers from reserve accounts</b>	(262,070) ▼
Decrease in transfer from Mt Gibson Infrastructure Reserve of \$192,070 and decrease in transfer from IT Communication Reserve of \$70,000	
<b>Cash outflows from financing activities</b>	
4.19 <b>Transfers to reserve accounts</b>	5,000 ▼
Decrease in transfer to IT Communication Reserve \$5,000	
4.20 <b>Surplus or deficit at the start of the financial year</b>	42,453 ▲
Adjustments made 23/24 Financials resulting in increased surplus carried forward.	

### 13.6 REMOVAL OF PLANT TRAILER FROM 2024-25 CAPITAL PURCHASES PROGRAM

Applicant:	Shire of Perenjori
File:	ADM 0339
Report Date:	20 February 2025
Disclosure of Interest:	
Voting Requirements:	Simple Majority
Author:	Marty Noordhof – Manager Infrastructure Services
Responsible Officer:	Paul Anderson – Chief Executive Officer
Attachments:	Nil

#### Summary

The purpose of this report is to seek councils' endorsement to remove the purchase of a plant trailer from the 2024-2025 capital purchases program.

#### Background

The Shire initially intended to purchase a plant trailer for use by staff to facilitate the safe and convenient transportation of small plant equipment around the Shire. However, upon further consideration, it was determined that a trailer of sufficient size to accommodate a payload exceeding 4 tonnes (such as the weight of a bobcat) would likely have an Aggregate Trailer Mass (ATM) in the range of 8-9 tonnes. This exceeds the Gross Combination Mass (GCM) of our largest flat-top rigid truck, which is only capable of towing a trailer with a maximum weight of 5.6 tonnes.

#### Statutory Environment

*The Local Government Act 1995 (WA)* is the primary legislation governing local government operations in Western Australia. The Act includes provisions regarding financial management, budgeting, and decision-making processes that local governments must follow, including the capital budget.

- Section 6.2 - Adoption of Budget: Local governments are required to adopt an annual budget for the local government. Any changes to the budget, including reductions in the capital budget, must be done in accordance with proper procedures outlined in the Act.
- Section 6.8 - Expenditure from Budget: If a local government wants to alter its budget during the year (such as reducing the capital budget), it must have a resolution of the Council to approve such a change. Expenditure not included in the adopted budget, or any changes to existing budget allocations, requires formal approval.

#### Policy Implications

Nil

#### Consultation

Paul Anderson – Chief Executive Officer

#### Financial Implications

Reduction in capital budget of \$20,000 due to the cancellation of the purchase of a plant trailer.

#### Strategic Community Plan

Goal 4: A strong and diverse Council working closely with the proactive and involved community.

4.6. The organisation, assets and finances of the Shire are managed responsibly.

#### Officer Comment

Given these constraints, it is recommended that the purchase of a plant trailer be reconsidered, as such a trailer would either remain underutilised or place Shire staff at risk of non-compliance with legal towing limits.

**OFFICER RECOMMENDATION**

**Council Resolution Number:**

**Moved:**

**Seconded:**

**That Council:**

1. Notes that a trailer of sufficient size to accommodate a payload exceeding 4 tonnes would exceed the Gross Combination Mass (GCM) of the Shire's largest flat-top rigid truck, which is limited to towing a trailer of up to 5.6 tonnes.

**AND**

2. Agrees to the recommendation to not proceed with the purchase of a plant trailer, as it would either remain underutilised or create a situation where Shire staff could be at risk of non-compliance with legal towing limits.

**Motion put and carried / lost**

**For:**

**Against:**

[Next Item](#)

### 13.7 ELECTED MEMBER SUPERANNUATION PAYMENTS

Applicant:	Shire of Perenjori
File:	ADM 0073
Report Date:	20 February 2025
Disclosure of Interest:	
Voting Requirements:	Absolute Majority
Author:	Nola Comerford – Manager Corporate Community Services
Responsible Officer:	Paul Anderson – Chief Executive Officer
Attachments:	Nil

#### Summary

This report requires Council to consider the inclusion of superannuation contribution payments in addition to remuneration received for performing the role of elected member.

#### Background

The superannuation guarantee was introduced by the Australian Government in 1992/1993, with compulsory contributions rising at regular intervals from 3% of wages in that year. The superannuation guarantee is scheduled to rise incrementally from 11.5% of wages in 2024/25 to 12% by 1 July 2025.

New provisions commenced on 1 February 2025 to streamline the process for local governments to pay superannuation to council members.

The changes are part of the work to implement the *Local Government Amendment Act 2024* and will allow local governments to resolve to pay superannuation to council members, by an absolute majority decision.

While council members are not considered employees under the Superannuation Guarantee Act, they are now able to be treated in the same manner as employees of the local government for the purposes of calculating superannuation contribution payments.

From 19 October 2025, it will be compulsory for all class 1 and 2 local governments to pay superannuation to council members. This will remain optional for class 3 and 4 local governments. The Shire of Perenjori is a class 4 local government.

#### Statutory Environment

New sections 5.99B to 5.99E of the *Local Government Act 1995* allow government to pay superannuation to council members, through a decision-making process which requires an absolute majority vote.

#### Policy Implications

Whilst Council does not have any policies in reference to superannuation, the Shire of Perenjori's Enterprise Bargaining Agreement 2019 (EBA), Section 14.1.1 states '*Payments made by the Employer in excess of the amount prescribed in the Superannuation Guarantee Administration Act 1992 and the Superannuation Guarantee Charge Act 1992 (as varied from time to time) will be contingent upon the Employee making their own contributions of up to 6%. These additional contributions will be matched up to a maximum additional contribution of 6%.*'

The EBA is specific to 'Employees employed by the Shire of Perenjori, excluding Senior Employees as defined by clause 5.37 of the Local Government Act 1995'.

#### Consultation

Paul Anderson – Chief Executive Officer  
Ally Bryant – Finance Manager

#### Financial Implications

The cost of paying superannuation for council members would need to be included in Council's Annual Budget.

The minimum superannuation guarantee paid from 1 July 2024 is 11.5%, which is scheduled to progressively increase to 12% on 1 July 2025. Based on current annual Elected Member, President and Deputy President payments of \$78,712, an allowance of \$9,445 would be required in the 2025/26 Annual Budget. A pro-rata allowance of \$9,052 would be required in the 2024/25 Annual Budget review if the superannuation was commenced in this financial year.

## Strategic Community Plan

Goal 4: A strong and diverse Council working closely with the proactive and involved community.

4.6. The organisation, assets and finances of the Shire are managed responsibly.

### Officer Comment

From 1 February 2025, elected members are eligible to receive superannuation contribution payments following amendments to the *Local Government Act 1995*. The conditions of payment include:

- Council resolves to make available superannuation contribution payments to elected members.
- The superannuation contribution payments are limited to the superannuation guarantee (currently \$11.5%, incrementally rising to 12% from 1 July 2025) and are payable at the same intervals as a Councillor's annual fee.
- Individual Councillors must nominate a registered superannuation fund for receipt of the superannuation guarantee payment.
- A Councillor may forgo the superannuation contribution payment or request a reduced payment less than the superannuation guarantee charge, in writing.

If Council resolve to instigate payment of superannuation for elected members, it is recommended that the payments commence from 1 July 2025 to align with Council Budget.

Council may alternatively consider an increase in council member annual fees with which elected members may make their own contributions to their superannuation fund.

### OFFICER RECOMMENDATION

**Council Resolution Number:**

**Moved:**

**Seconded:**

**That Council:**

1. **Approve payment of the superannuation contribution payments in addition to the annual fee paid to elected members, commencing on 1 July 2025.**
2. **Note that a superannuation contribution payment allocation will be included in the 2025/26 Annual Budget.**
3. **Councillors who wish to receive the superannuation contribution payment to complete the Australia Taxation Office's online 'Choice of Superannuation Fund' form and return to the Chief Executive Officer.**

**OR**

4. **Review annual elected member fees for the 2025/26 Annual Budget with a view to compensating the amount that would have been paid in superannuation guaranteed payments.**

**OR**

5. **Resolve to continue to pay elected members annual fees and allowances without a superannuation guarantee payment.**

**Motion put and carried / lost by Absolute Majority**

**For:**

**Against:**

[Next Item](#)

## 14. Community Development and Services:

### 14.1 LATHAM FIRE AND AMBULANCE SHEDS

Applicant:	Shire of Perenjori
File:	ADM 0186
Date:	20 February 2025
Disclosure of Interest:	
Voting Requirements:	Simple Majority
Author:	Nola Comerford – Manager Corporate and Community Services
Responsible Officer:	Paul Anderson – Chief Executive Officer
Attachments:	Nil

#### Summary

For Council to consider the future of two sheds located in the Latham townsite, previously utilised for St John Ambulance and Bushfire Brigade vehicles.

#### Background

Two galvanised iron / Colorbond sheds are situated at 27 Britt Street in the Latham townsite. Originally utilised for parking of the St John Ambulance van and Latham Bushfire Brigade truck, the sheds were decommissioned after the construction of new sheds for the emergency service vehicles.

At the Ordinary Council Meeting held 30 May 2024, a recommendation to sell the structures by public tender was put to Council but it was resolved to lay the matter on the table in order to seek community expressions of interest on the future of the sheds.

#### That Council:

1. Subject to Section 3.58 (3) of the Local Government Act 1995, resolve to sell by public tender two x sheds situated at 27 Britt Street, Latham
2. Delegate authority to the Chief Executive Officer to accept the highest bids offered.

Council Recommendation Number: 300524.11

Moved: Cr Bryant

Seconded: Cr Fraser

That the item be laid on the table until the September Ordinary Council Meeting to enable further consultation with the community.

Motion put and carried: 6/0

For: Cr Hepworth, Cr Bradford, Cr Bryant, Cr Campbell, Cr Fraser, Cr Sparkman

Against: Nil

Following publication of an Expression of Interest notice, only one response was received being from the Latham Progress Association who requested the use of both sheds, remaining on the current site, for the purpose of storing gardening equipment.

At the Ordinary Council Meeting held 24 October 2024, Council resolved to sell the sheds by public tender. However, following advertising, no tenders were received.

Council Resolution Number: 241024.10

Moved: Cr Fraser

Seconded: Cr Bryant

That Council:

1. Subject to Section 3.58 (3) of the Local Government Act 1995, resolve to sell by public tender two x sheds situated at 27 Britt Street, Latham; and
2. Request the Chief Executive Officer to present offers received to Council to determine the most advantageous tenders.

Motion put and carried 4/1

For: Cr Bryant, Cr Bradford, Cr Sparkman, Cr Fraser

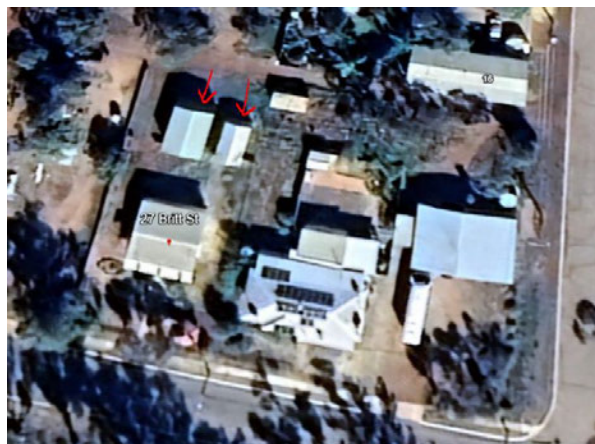
Against: Cr Hepworth



Above: Ex-St John Ambulance shed



Above: Ex-Bushfire Brigade shed



Above – Location of sheds

## Statutory Environment

*Local Government Act 1995*

## Policy Implications

Nil

## Consultation

Elected Members

Paul Anderson – Chief Executive Officer

Marty Noordhof – Manager Infrastructure Services

Ally Bryant – Finance Manager

General Public



### Financial Implications

Dependent on Council decision:

- Ongoing maintenance and insurance costs; or
- Potential expenditure of approximately \$6,500 for demolition of sheds.

### Strategic Community Plan

Goal 2: Eco-friendly, attractive and well-maintained towns, surrounded by outstanding natural beauty, landscapes, flora and fauna to be protected and enjoyed.

2.3. The Shire's buildings and leases are administered to an appropriate standard for the benefit of the community according to their need and use.

### Officer Comment

The sheds were decommissioned in 2016 after construction of a new shed which houses both emergency service vehicles, funded by contribution from Council, DFES, and the Mt Gibson Public Benefit Trust.

Following a call for public tenders for purchase of the sheds, there were no offers received.

Following publication of an Expression of Interest notice for community groups to utilise the sheds, only one response was received being from the Latham Progress Association who requested the use of both sheds, remaining on the current site, for the purpose of storing gardening equipment.

If Council resolve to permit the Latham Progress Association use of the sheds on the existing Council-owned site, Council will remain responsible for maintenance and insurance.

Since the previous reports to Council, one of the sheds has been utilised by a Shire Works Crew member for parking a Council-owned utility to protect it from the elements.

The particulars of the sheds are as follows:

1. Galvanised iron shed with concrete floor – 3.7m x 7.4m (2.7m high).
2. Colorbond shed with concrete floor – 6m x 9m (3.5m high).

### OFFICER RECOMMENDATION

#### Council Resolution Number:

Moved:

Seconded:

That Council:

1. Resolve to demolish one/both of the sheds located at 27 Britt Street, Latham.

OR

2. Resolve to grant the Latham Progress Association permission to utilise one shed located at 27 Britt Street, Latham for the purpose of garden equipment storage and retain the other for staff parking of Council utility.

Motion put and carried / lost

For:

Against:

[Next Item](#)

## 14.2 RECOGNITION OF PREVIOUS RESIDENTS – K & I DELANE

Applicant:	Anne Marie Maccora
File:	ADM 0414
Date:	20 February 2025
Disclosure of Interest:	
Voting Requirements:	Simple Majority
Author:	Nola Comerford – Manager Corporate and Community Services
Responsible Officer:	Paul Anderson – Chief Executive Officer
Attachments:	<a href="#">14.2.1 – Letter from Anne Marie Maccora</a>

### Summary

For Council to consider a request for naming of a space in the Bunjil townsite in recognition of past residents, Kevin and Irene Delane, who farmed in the Bunjil area.

### Background

The attached correspondence was received from Anne Marie Maccora, the daughter of Kevin and Irene Delane. Mrs Maccora has requested that Council acknowledge recognition of her parent's history in the Bunjil region in the form of a shaded table and seating within the Bunjil townsite.

### Statutory Environment

*Local Government Act 1995*

Policy and Standards for Geographical Naming in Western Australia

### Policy Implications

Nil

### Consultation

Paul Anderson – Chief Executive Officer

### Financial Implications

Expenditure of approximately \$8,500 (eight thousand, five hundred dollars) to supply and install shelter and seating combination (an additional expense of approximately \$4,000 [four thousand dollars] for construction of a concrete pad, if required) would be allocated in the 2025/26 Annual Budget.

A road name change would include a service charge of \$295 (two hundred and ninety-five dollars) to Landgate if a name change was approved, plus supply and installation of new road signage.

### Strategic Community Plan

Goal 4: A strong and diverse Council working closely with the proactive and involved community.

4.6. The organisation, assets and finances of the Shire are managed responsibly.

### Officer Comment

The Delane family have requested the installation of sheltered seating to provide a rest area in acknowledgement of Kevin and Irene Delane who farmed in the Bunjil area.

If Council resolves to support this request, it sets a precedent that could open applications from previous residents for varied methods in honouring their family history in a public manner.

The request for installation of sheltered seating to provide a rest area dedicated to Kevin and Irene Delane would presumably be at Council's expense, there being no indication in Mrs Maccora's letter that the Delane family would contribute to the cost. The cost of supply and installation of sheltered seating would be approximately \$8,500 and an additional \$4,000 if a concrete pad was required. A commemorative plaque would cost approximately \$400.



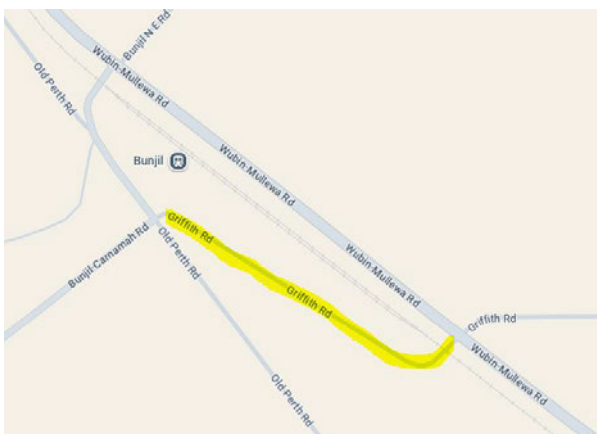
*Above: Potential option for shaded seating valued at \$5,553*

The Past and Present Residents' Wall in the Perenjori townsite has been utilised to honour and acknowledge residents who have made a contribution to the district. There are currently two plaques on the wall recording the Delane family, which is a cost-effective manner in which Kevin and Irene Delane could be acknowledged at a cost of \$350, plus installation.



*Above: Two plaques erected at the Residents' Wall in acknowledgement of the Delane families*

Mrs Maccora has not suggested a road name change, but Council may consider this alternative which has previously been utilised as a way of recognising individual and family contribution to the district. One option is to rename a small section (0.7km) of Griffith Road, which links the Wubin-Mullewa Road and Bunjil-Carnamah Road behind the Bunjil CBH Receival Point. Griffith Road extends 15.5 kilometres in an eastern direction from the Bunjil townsite and would be impacted by a 0.7km decrease in length.



*Above: Portion of Griffith Road – approximately 0.7 kilometre*



*Above: Google Earth image of potential road name change section*

Any change in road names is subject to approval from the WA Geographical Names Board.

The Delane family would be required to seek community support for a road name change application, including landowners bordering the section of road who may be impacted by a change of road name.

An excerpt from the Policies and Standards for Geographical Naming in Western Australia:

### **1.13 Unnecessary name changes**

*Any change to an existing approved name is discouraged. As all official names are meant to be enduring, any proposals to change the name of a feature, administrative boundary or road must include evidence of a compelling reason for a change, for example the proposal is deemed to be in the public interest for safety reasons.*

*The changing of a name merely to correct or re-establish historical usage shall not be considered in itself a reason to change a name.*

*Evidence of community consultation and feedback from all relevant agencies and jurisdictions must be included with the submission. All such requests will be required to be presented to Landgate for consideration.*

*If Landgate determines that the name change is unnecessary or non-essential, yet there is enough community support for the change and it is compliant with the relevant naming policies and standards, it may be approved but it shall incur a service charge.*

### **2.4 Naming amendments**

*Road names are intended to be enduring. The renaming of any road is discouraged unless there are good reasons for a change of name.*

*Reasons that may be considered in support of a name change are:*

- *Redesign of a road layout*
- *Changed traffic flow*
- *Mail delivery problems*
- *The misspelling of a name in the original application*
- *Name duplication issues*
- *Property street addressing issues*

*Renaming shall be necessary when a road is made into a cul-de-sac, resulting in two or more separated sections of road. Such separations can cause difficulties for emergency service responders and the delivery of other services to the area. The renaming of a portion of separated road may also be used to solve address numbering problems.*

*Where a change to the name of a road is proposed, the new name selected shall conform to all the necessary naming policies and standards.*

*For regional roads the change of name must have broad community support, and for local roads, there must be majority support from the affected land owners and residents.*

*The requirements of emergency service responders for clear, unambiguous road naming shall also be a consideration. Proposals normally require the support of local government, but the Minister is the final authority in all such matters. Submissions for road name changes deemed to be non-essential or unnecessary shall incur a service charge.*

**OFFICER RECOMMENDATION**

**Council Resolution Number:**

**Moved:**

**Seconded:**

**That Council:**

1. **Allocate funds in the 2025/26 Annual Budget for the supply and installation of sheltered seating within the Bunjil townsite, complete with a plaque commemorating Kevin and Irene Delane's contribution to the community to a maximum total of \$\_\_\_\_\_.**

**OR**

2. **Advise the Delane family that Council are supportive of the Delane family's request to install a commemorative rest-stop in the Bunjil townsite which would need to be at the Delane family's expense and include consultation with the Chief Executive Officer on a suitable location.**

**OR**

3. **Decline the request and recommend to the Delane family that they seek community support in changing the name of a road which is relevant to the Delane family history.**

**OR**

4. **Decline the request and recommend that Kevin and Irene Delane be acknowledged by installation of a plaque on the Past and Present Residents' Wall in the Perenjori townsite.**

**Motion put and carried / lost**

**For:**

**Against:**

[Next Item](#)

13.1.2025  
Mrs A. Maccora  
P.O. Box 437  
Greenwood WA 6924

Shire President  
Shire of Perenjori  
P.O. Box 22  
Perenjori WA 6620  
08 99 730100

Dear Ms Sutherland and Councillors,

Having grown up on a farm near Bunjil siding and attended both Caron and Perenjori Primary schools, I am familiar with many families in the Perenjori Shire and the contributions they have made to the benefit of the local community. The positive actions of many of these people have been recognized within the local area in one way or another.

I am Anne Marie Maccora, daughter of Kevin and Irene Delane formerly of Bunjil.

In September last year, I again revisited the Perenjori shire with my Mother Irene, (now aged 86 and still an active community contributor) and traversed major and back roads within. During our travels we observed many roads are named after local families who were early settlers and/or in the most part served their community in various ways.

We soon realized that despite 50 years living on Pine Park and working Ganders Gully farms, in Bunjil, during which time my parents were extremely devoted to many areas of the Perenjori Shire and its people, to the best of my family's knowledge no formal recognition exists.

I feel that given the examples below, an oversight has occurred and Kevin and Irene's hard work, diligence and sacrifices have not yet been recognized. This would not be difficult to rectify.

My father attended Caron School, and later left high school to work on the family farm at age 15, whilst Irene married Kevin in 1959. From that time until 1990, one or both of them:-

- Played, became club champion, Pennant player, President, Secretary, Treasurer of sporting teams including football, tennis, golf and lawn bowls.
- Helped (possibly even construction supervisor) with the planning, establishment and construction of the Latham Bowling green.
- Always joined working committees that maintained the sporting grounds, their club houses and surroundings.
- Attended and supported the local Catholic Church
- Financially supported the planning and construction of the inter-denominational Latham church in 1969
- Was Shire Councilor for approximately 10 years-you all know how much time that takes
- A member of the Volunteer Bush Fire Fighting Brigade
- President of Primary School P & F
- President or member of the local Progress Association including:
  1. After Latham General Store burnt down in 1979, Kevin supervised the acquisition of & establishment of temporary local store (shed) premises, refrigeration, shelving & tills in Latham with volunteers (including myself) manning the shop for many months, until the new building could be constructed and the thriving business taken over by new owners.



2. Made many trips to Perth in their own truck at their own cost to purchase wholesale stock for the Latham store, and with others ensured the financial success of the shop until it was handed over. This also resulted in the locals having continuity of close access to grocery items without forming the new habit of attending a larger town-to the detriment of Latham.
  3. With less than a desirable number of volunteers, supervised the installation of the Caron Dam to Latham water supply. No mean feat for a group of farmers who had plenty of work to do on their own land.
- A 41 year member the Caron/Bunjil CWA. The small group of women raised funds, sent clothing & linen to charity & catered local events such as weddings & birthdays of up to 200 guests while the men set up & decorated the venue-often the PJ Town Hall.
  - Volunteered and worked at Batchelor and Spinster fundraising events
  - Were innovative in their time,
    1. Planting 1000s of trees each year in an effort to replace some of those removed when land was cleared for farming
    2. Risk taking in planting the first commercial lupin crops in the area
    3. Being one of the first to have contour banks run in an attempt to combat salt degradation of farming areas.
    4. Contributed financially to the experimental cloud seeding effort to increase rainfall.
  - Bought the Bunjil store premises to aid long standing, loyal shop owner Joan Horbury gain enough funds to retire close to her family.
  - Constantly baked and donated goods to local fund raiser stalls
  - Was a Justice of the Peace for decades
  - Contributed to the Perenjori Show in various ways
  - Always encouraged their children to contribute to local sporting groups
  - Where possible supported local shops to ensure as best they could the survival of local business & industry as well as continued employment opportunities for young and old.

There's probably more, however it can be seen, both Kevin and Irene diligently gave up weekend and evening family and leisure time to attend and ensure successful events. They sacrificed farm works simply to put other people and their community before their own needs.

I think it would be worthwhile for the Shire to consider the appropriateness of recognizing the significant and positive effect both Kevin and Irene's lifelong commitment have had in Perenjori, Caron, Bunjil and Latham both for their generation and those that have succeeded them.

One way to do this is by creating a named rest point with shaded table and seating within the Bunjil townsite-perhaps near a shady tree or where the old shop or CWA building were located. The rest point could simply bear the name:-'Kevin & Irene Delane Rest Area' or 'Rest area in recognition of Kevin & Irene Delane significant community works' or similar. With your experience you will know what's most appropriate.

On behalf of Kevin and Irene's family, I thank you for your time in considering my suggestion.

I look forward to hearing from you in the near future.

Yours sincerely

Anne Marie Maccora

## 15. Governance:

### 15.1 ANNUAL REPORT AMENDMENTS

Applicant:	Shire of Perenjori
File:	ADM 0339
Date:	20 February 2025
Disclosure of Interest:	
Voting Requirements:	Simple Majority
Author:	Nola Comerford – Manager Corporate and Community Services
Responsible Officer:	Paul Anderson – Chief Executive Officer
Attachments:	<a href="#">15.1.1 - Annual Report 2023/24</a>

#### Summary

For Council to note Auditor amendments to the 2023/24 Annual Report.

#### Background

Following adoption of the 2023/24 Annual Report at the December Ordinary Council Meeting, the Office of the Auditor General (OAG) advised that a mandatory review had been undertaken on the Annual Report to check if there were any inconsistencies with the audited report. The review noted that some figures did not agree with the audited financial statements and requested these be updated accordingly to report the correct figures.

Council Resolution Number: 191224.11

Moved: Cr Fraser

Seconded: Cr Bryant

The Audit Committee recommends that Council:

1. Accepts the 2023/24 Annual Report containing the Annual Financial Report and Auditor's Report for the financial year ending 30 June 2024.
2. Adopts the 2023/24 Annual Report, containing the Annual Financial Report and the Auditor's Report for the financial year ending 30 June 2024.
3. Confirms the date for the Annual Electors Meeting to be held at 5.00 pm on Thursday 13 February 2025 at the Latham Community Centre and authorise the statutory advertising.

Motion put and carried 7/0 by Absolute Majority

For: Cr Sutherland, Cr Hepworth, Cr Bryant, Cr Sparkman, Cr Bradford, Cr Fraser, Cr Campbell

Against: Nil

#### Statutory Environment

Local Government Act, 1995.

*Section 5.27(1) states: A general meeting of electors of a district is to be once every financial year.*

*Section 5.27(2) states: A general meeting is to be held on a day selected by the Local Government but not more than 56 days after the Local Government accepts the Annual Report for the previous financial year.*

*Section 5.29(1) states: The CEO is to convene an elector's meeting by giving –*

*(a) at least 14 days local public notice; and*

*(b) each council member at least 14 days' notice of the date, time, place and purpose of the meeting.*

Acceptance of annual reports 5.54.

*(1) Subject to subsection (2), the annual report for a financial year is to be accepted by the local government no later than 31 December after the financial year.*

*(2) If the auditor's report is not available in time for the annual report to be accepted by 31 December after that financial year, the annual report is to be accepted by the local government no later than two months after the auditor's report becomes available.*



### **Policy Implications**

Nil

### **Consultation**

Paul Anderson – Chief Executive Officer

Ally Bryant – Finance Manager

Bianca Plug – Governance Officer

### **Financial Implications**

Nil

### **Strategic Community Plan**

Goal 4: A strong and diverse Council working closely with the proactive and involved community

4.1. The community is well-informed and engaged

4.6. The organisation, assets and finances of the Shire are managed responsibly

### **Officer Comment**

Amendments to page 8 of the 2023/24 Annual Report have been implemented as per the OAG's advice. A summary of these changes are as follows:

- Changes to wording in first paragraph to reflect a surplus 'after imposition of general rates'.
- 'Net current assets' figure amended to \$5.994 million.
- 'Non-operating grants' received in 2022-23 amended to \$2.287 million.
- 'Other revenue items', consisting of fees and charges, interest and other revenue amended to \$1.674 million.
- Amendment of wording for Total Debt to reflect \$1.000 million for building of Shire infrastructure.
- Operating Expenditure reference repayment of caravans supplied by DFES following Cyclone Seroja.

### **OFFICER RECOMMENDATION**

#### **Council Resolution Number:**

**Moved:**

**Seconded:**

**That Council note the amendments to the 2023/24 Annual Report.**

**Motion put and carried / lost**

**For:**

**Against:**

[Next Item](#)



The Shire of Perenjori



# Annual Report

---

2023–24

[www.perenjori.wa.gov.au](http://www.perenjori.wa.gov.au)

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PERENJORI WA 6620



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## COUNCILLORS



Jude Sutherland  
**Shire President**



Les Hepworth  
**Deputy President**



Colin Bryant  
**Councillor**



Daniel Bradford  
**Councillor**



Brian Campbell  
**Councillor**



Dael Sparkman  
**Councillor**



Andrew Fraser  
**Councillor**

## GENERAL INFORMATION

On the 21 October 2023 an Ordinary Election was held, as a result, four (4) Councillors were appointed. The Elected Members for the 2023/24 financial year are as follows:

Cr Jude Sutherland (President)	Retiring 2027
Cr Leslie Hepworth (D/President)	Retiring 2025
Cr Colin Bryant	Retiring 2025
Cr Daniel Bradford	Retiring 2027
Cr Brian Campbell	Retiring 2027
Cr Dael Sparkman	Retiring 2025
Cr Andrew Fraser	Retiring 2027

Elections are normally held biannually in October and subject to electoral procedures as governed by the *Local Government Act 1995*. Voting at Council elections is not compulsory, however participation by residents in elections is important for the effectiveness of local government. Residents not included on the State electoral roll should contact the Australian Electoral Commission. You do not need to be a ratepayer to be on the electoral roll and to vote in Council elections.

Council Meetings are generally held on the third or fourth Thursday of every month (excluding January) and are open to the public. Meeting agendas, minutes and other documents are available on the Shire website, at the Perenjori Shire office and the Latham library. An Annual Meeting of Electors is held each financial year for which notice is published in the local "Bush Telegraph", the Shire Website and Community Notice Boards.

<b>Population</b>	629
<b>Distance from Perth</b>	354 km
<b>Number of Electors</b>	279
<b>Area</b>	8,200 sq.km
<b>Towns</b>	Perenjori, Latham
<b>Libraries</b>	Perenjori, Latham
<b>Primary Schools</b>	Perenjori
<b>Length of Sealed Road</b>	278.35 km
<b>Length of Unsealed Road</b>	1323.493 km
<b>Rates Income</b>	\$3,239,524
<b>Total Revenue</b>	\$10,304,411

## PRESIDENTS REPORT



It is a privilege and an honour to present this President's Report for the Shire of Perenjori, during the 2023-24 financial year, there has been some great milestones accomplished and many achievements within the Shire. It has been a steep learning curve as your Shire President and I would like to thank the community for their ongoing support which has made my job a little easier and I'm very proud of what makes Perenjori unique, a great place to live and always strives to embrace opportunity.

We have seen 2 new aged care units, funded through the Department of Communities arrive and the new residents are about to move into their new homes. It's been very rewarding being able to provide more houses to our long-standing residents of Perenjori.

We have also received 2 new staff houses funded through the Shire and we will continue to investigate ways to provide more housing for our community as we absolutely believe this is the key to attracting people to our town.

In providing economic development for the future of the town, the council, following considerable consultation with the community have finally signed a contract for a new supermarket to be built, this is an exciting progression for the town and works will begin very soon. We also have an electrician who has taken up one of the business hubs in town and does an immense amount of work within the shire. We will continue to seek opportunities for new businesses to develop and locate in Perenjori.

We continue to have a significant road maintenance budget which aims to improve our road system, much of the work has been carried out by staff and contractors. As you can appreciate the cost of road maintenance has increased substantially and it is a continual challenge to achieve the standard and safety of our road system for all road users, this is a fundamental service provided by the shire.

The maintenance and upgrade for the secondary grain freight route is about to commence, this is in conjunction with the Shire of Morawa and I look forward to this proceeding, as it was scheduled for 2022/23.

Council has actively engaged with mining companies who continue to develop and expand mining activities in the region, we have and will continue to work with these mining companies, to develop road agreements and benefits for the community to ensure that we obtain the most for our town and community.

The Early Childcare Centre has been a challenge over the past 12 months and we have continued to work closely with REED to provide as much support as possible to help maintain a consistent and reliable service. The Shire has provided a house for REED to accommodate the Team Coordinator and we will continue to support and work towards better outcomes for our families.

This Shire continues to invest in and support varying events and activities throughout the year, including Anzac Day, Off Road Car Rally, Market Days, Wellness Day & Sporting Events, these events are evidence of our strong sense of community. The Shire is a major Sponsor for the Perenjori Agricultural Society who again put on a fantastic show for everyone in our region to enjoy, a great family friendly event where many past and present residents can re-connect and enjoy the displays, entertainment, exhibits and stalls on offer.

The Shire of Perenjori due to increasing demand has developed a Local Planning Policy No1 – Tree Farms, which assists applicants by providing general guidelines and assist council in their assessment of applications. The policy actively encourages the integration of tree farms which are complimentary to agricultural activities whilst also allowing for the diversification of unproductive land within the Shire.

It was particularly important for community wellbeing that we maintain our football and hockey oval to a high standard during and following the hot dry Summer, this created a wonderful green space within the town

which is vital for our sense of belonging, sporting events and a space to escape the dry, brown landscape, this was due to the supplemented water source which is incredibly important.

The Shire has received an outstanding accolade from Office of the Auditor General, we were selected as one of the top 20 achievers for the 2022-23 local government audits, this is very pleasing and I would particularly like to thank the finance team and all staff for all their efforts in achieving this result.

The residents and ratepayers of the Shire of Perenjori can be guaranteed that the shire is in a secure financial position with significant reserves and limited borrowings, we can be assured the council has the capacity to invest in our community infrastructure in the next financial year.

I am pleased to report the progress made by the Shire of Perenjori over the past year. We will remain focussed on the business ahead by serving the needs of the community, enabling new opportunities and confronting challenges that arise. I would like to sincerely thank Shire Councillors and staff for their hard work and support throughout the year who have contributed to our achievements. I would like to thank Paul Anderson (CEO) for his dedication, commitment and for continuing to ensure that the Shire of Perenjori is efficient and effective. I would like to thank Les Hepworth, Deputy President for his support and assistance and to all fellow councillors for their continued contribution to our community.

Looking forward to the year ahead!

Jude Sutherland  
**SHIRE PRESIDENT**



# CHIEF EXECUTIVE OFFICER'S REPORT



It is my pleasure to present the Annual Report for the 2023/24 financial year for the Shire of Perenjori.

The 2023/24 financial year followed on from the significant improvements of 2022/23 and consolidated on the improvements to the organisation's operations. The 2023/24 year was again very productive with a significant number of capital works projects being completed and legacy issues being addressed.

The performance of the Shire against the 2023-2033 Council Strategic Plan has been reported to the Council on a quarterly basis and is further detailed in this document. The list of achievements and progress towards the community driven strategic goals is quite extensive and the significant achievement of the Council and the Shire staff in achieving these outcomes is to be commended.

This has been achieved with the financial management of the organisation subject to greater focus and accountability during the 2023/24 financial year which has resulted in providing a more robust and accountable surplus position. These surplus funds will be allocated to Council reserves for future projects and vehicles and major plant purchases.

In March 2024, the Council appointed the Breffni Group as the preferred contractor for the design and construction of a supermarket. This project has gained momentum, and the final plans have now been approved by the Council with a construction commencement date in mid to late 2024.

The Council is confident that the provision of a new supermarket in Perenjori will revitalise the main street and provide a much-needed service to the community.

The 10 Year Road Program to guide Council's construction and maintenance roadworks was reviewed, which has assisted in the application for external funding to undertake the works as opportunities arise. The Shire has an extensive network of roads with diverse maintenance regimes. The bitumen seal network is a major component comprising of over 271 km which, due to varying degrees of age and maintenance, will require substantial funding in future years and the road program can assist planning these works.

The Council also reviewed, and adopted, a 10 Year Plant Replacement Program to ensure the standard of the plant is maintained and can be relied upon to deliver services to the community.

The repairs to the Caron dam roof were completed in March 2023, with the structure now fit for purpose and to complement and make better use of this facility a tank and solar pump facility has been installed. This installation provides for a much safer and convenient method to utilise the dams water for emergency purposes and for road building.

The Shire's Community Development team has continued to provide a high level of community engagement and delivered numerous valued, and well supported, events. It is very encouraging to see the level of community engagement and the support that all community groups contribute to the social and community wellbeing of all residents within the Shire of Perenjori.

The Shire employees have gain worked diligently throughout the year to finalise a majority of projects that were carried forward, however there were still factors in supply chains and contractors' availability that is still impacting on some of the works, and there has been a significant reduction in the works carried over from previous years.

The significant improvements to the administration and governance of the organisation have been ongoing and this improvement was recognised by the Office of the Auditor General commending the Shire on the 2022/23 Audit in their report to Parliament as one of the in the top twenty performing Local Governments.

The Shire had a substantial works program in the 2023/24 financial year, including significant unplanned remediation works. The Shire received significant funding allocations through the Local Roads and Communities Infrastructure Program, introduced by the Federal Government to provide economic stimulus, the majority of these projects are nearing completion which has provided significant benefit to the community.

Despite these challenges throughout 2023/24, the Shire's workforce are to be commended on the achievement of several key outcomes, including:

- The delivery of several key capital projects;
- Improving the standards of ongoing maintenance and operational activities; and
- Plant and equipment procurement in line with the Shire's plant replacement program.
- Significant improvement in administration and governance procedures.

The Shire has had to contend with and overcome ongoing challenges throughout the 2023/24 year including the vagaries of weather which has provided much needed relief to the community but highlighted challenges with road construction and maintenance.

I have thoroughly enjoyed working with and assisting the Council, community, and key stakeholders towards achieving the community's long term economic, social and sustainability objectives, and providing a stable accountable organisation that delivers efficient and effective services to the community.

Overall, the Shire has been extremely busy and productive in addressing numerous issues in relation to finance, governance, and staffing. In Local Government these issues are usually complex, however they must be addressed to ensure that the Shire complies with the many legislative and human resources requirements that impact upon Local Governments.

Paul Anderson

**CHIEF EXECUTIVE OFFICER**

# FINANCE AND ADMINISTRATION

## Overall Financial Position

The Shire of Perenjori's financial position has remained stable during the 2023-24 financial year, with a surplus of \$3.170 million remaining after the imposition of general rates in the statement of financial activity.

Cash balances at year end are strong with \$4.160 million in operating cash balances held and \$3.136 million in reserve funds held for prescribed future activities. Net current assets are \$5.994 million ensuring that there is more than sufficient working capital available to meet its short and longer-term obligations.

## Revenue

Key revenue sources, as detailed in the Statement of Comprehensive Income, include:

- Rates received were \$3.240 million, an increase of 4% on 2022-23. Discount taken up for early payment of rates was \$0.318 million, this was a 7.6% increase from the 2022-23 year.
- Operating grants, subsidies and contributions were \$2.957 million, a decrease of \$0.778 million on 2022-23. The operating grants includes \$2.496 million in government financial assistance grants for 2024-25 received in June 2024. Notwithstanding these grants were provided by government in advance to subsidise operating costs, as there are no specific performance obligations attached to these grants, they are recognised as revenue when received.
- Non-operating grants received for capital construction were \$2.433 million, compared with \$2.287 million in 2022-23. These grants include those received under the Roads to Recovery, Regional Roads Group and Local Community Roads and Infrastructure programs which vary from year to year. These fund specific capital expenditure programs.
- Other revenue items including fees and charges, interest earnings and sundry revenue items totalled \$1.674 million, an increase of 8.5% on 2022-23.

## Operating Expenditure

These costs, as detailed in the Statement of Comprehensive Income, have increased by \$1.988 million, an increase of 19%. Key movements include:

- Increase in depreciation of \$1.926 million due to a revaluation of the road assets.
- Increase in other expenditure of \$0.209 million due to repayment of caravans supplied by DFES during Cyclone Seroja.
- Increase in Insurance expenses of \$0.036 million.

## Capital Expenditure

Investment in the Shire's assets was \$5.390 million, an increase of \$0.735 million on 2022-23. Roads being our biggest expense with \$2.192 million being dedicated to road upgrades, \$0.824 million on plant replacement and \$1.914 million on buildings which included the building of 2 x new houses and 2 x age units.

## Total Debt

Loans are in place with the Western Australian Treasury Corporation. The Shire took out a new loan during the 2023-24 year for \$1.000 million for building of Shire infrastructure resulting in a closing principal balance of \$1.126 million owing at 30 June 2024.

## Cash Backed Reserves

These reserves are held to fund specific activities in the future. There are ten reserves currently in place totalling \$3.137 million, 2023-24 saw a transfer to the reserves of interest \$0.142 million and transfers from reserves of \$0.673 million and transfer to reserves to \$0.184 million.

## INFRASTRUCTURE SERVICES

The Shire of Perenjori services an area of more than 8,200 square kilometres within which there is an extensive road network comprising approximately 278km of sealed roads and more than 1,300km of unsealed roads. As a result, there is always a significant program of work required to keep the Shire's road network in a safe standard.

The capital and renewal work completed on the Shire road network during the 2023-24 period can be seen in the below table:

<b>Unsealed Roads</b>		
<b>Road</b>	<b>Total Km</b>	<b>Works Carried out</b>
Taylor Rd	11.94	Reform/Resheet/Reinstate drainage Replace Culvert at SLK 11.4
Syson Rd	5.63	Reform/Resheet/Reinstate drainage
Dring Rd	2.12	Reform/Resheet/Reinstate drainage
Smith Rd	1.28	Reform/Resheet/Reinstate drainage
Caron East Rd	1.28	Reform/Resheet/Reinstate drainage
<b>Sealed Roads</b>		
<b>Road</b>	<b>Total Km</b>	<b>Works Carried out</b>
Warriedar Coppermine Rd	3.55	Second coat seal applied – 14 mm Chip seal
Loading St	0.40	Mill and Fill – Asphalt surfacing
Timmings St	0.25	Reseal – 10 mm Chip seal Asphalt intersection at Hirshaur St
John St	0.21	Reseal – 10 mm Chip seal
Hirshaur St	0.30	Reseal – 10 mm Chip seal
Bunjil-Carnamah Rd	0.97	Reconstruct Floodway – Asphalt Surfacing
	0.01	Replace Culvert/Asphalt Culvert Crossover
Perenjori-Carnamah Rd	21.40	Line Mark Shire boundary to Old Perth Rd.
	5.20	Extend 3 x Culverts
	0.01	Asphalt Culvert Crossover
	0.01	Asphalt Culvert Crossover
	0.01	Asphalt Culvert Crossover
	0.01	Asphalt Culvert Crossover
Old Perth Rd	0.10	Edge repairs/Reseal
Britt St	0.20	Mill and Fill - Asphalt

The Shire also completed its usual routine road maintenance work comprising maintenance grading, signage and guidepost renewal. Additionally, a further 19.5km of verge maintenance and pruning was carried out along Syson Rd and Maya East Rd greatly improving visibility and road safety.

Additionally, a Request for Tender was put to market in the latter half of the financial year for the widening of Boundary Rd, Hill Rd and Morawa South Rd under the Midwest Secondary Grain Freight Network Funding and the contract awarded to Fulcher Contracting for works commencing in July 2024 and forecast to conclude in early 2025.

## **Parks, Gardens and Housing**

- As mentioned in the special projects section, the Shire installed 2 new tanks and solar bores on North Road and piped that water to the town oval too help reduce reliance on the scheme water supply.
- A number of electric gardening tools including battery a battery-operated chainsaw and whipper snipper have been purchased.
- Low level cut out sensor installed on the oval water tanks to reduce the risk of pump failure due to low water installed.
- Stone wall installed at the village green.
- Coring and fertilization of town oval to increase aesthetics of the town and its amenities.
- Motor vehicle issued to the caravan park for use by manager and casual caretaker has reduced the amount of labour hours dedicated gardening and maintenance at the caravan park by depot staff.
- A targeted campaign on housing maintenance has seen:
  - Multiple septic upgrades on housing and the caravan park to alleviate the amount of reactive maintenance required.
  - Upgrade of air conditioning in housing and buildings throughout the Shire.
  - Roofing repairs to a number of houses with water ingress.
  - Renovation of housing at 36 Livingstone Street and 9 Hirshaur Street.
  - Housing Inspection regime introduced to identify future points of failure.
- Bathroom renovations of Chalets 3 and 4 at the caravan park due to water damage.

## **Waste Management**

In January the Shire engaged Rangeland Contracting to complete the fencing of the landfill perimeter which has greatly reduced the amount of rubbish being blown into neighbouring farm land, and have since gated the facility to prevent fauna becoming trapped inside the area.

## **Plant & Equipment**

The Shire Auctioned the following

- Jet Master Patching truck
- 4 x Triton utes
- UD Prime Mover

The sale of these items collectively raised \$244,500 excluding the sellers commission with the top selling item being the Jetmaster patching truck which sold for \$61,500 over reserve fetching \$141,500.

The Shire purchased:

- 1 x Hino Prime Mover
- 2 x Isuzu utes
- 4 x Triton utes
- 1 x Case Backhoe

## **Special Events**

In March 2024 the Off-Road Racing event was held in Perenjori, with the shire assisting with oval maintenance and demarcation of camping areas and sections of track.

August saw the Perenjori Ag show turn on another great event with the town crew assisting the Ag Society prep the area and present the town in top notch condition.

## **Special Projects**

Throughout the year a number of projects additional to usual maintenance were undertaken to increase the aesthetics of the community these include:

- Upgrade and delineation of the Cemetery carpark

- Installation of Solar Lighting along North Road between Downer St and Crossing Rd.
- Installation of Solar Lighting in the camping area at the Latham Community Center.
- Erection of shade gazebo at the Cemetery
- Fencing from Trott Park to the Perenjori Sports Club
- Completion of the North Road Bore fields and piping to the town oval
- Installation of new kerbing in Fowler St from the Carnamah Perenjori Road intersection through to the North side of Anzac Park including the parking area opposite the Post Office/CRC.

### **Staffing**

The Shire continues to invest in staff development including engaging Midwest Regional TAFE to conduct workplace assessments on modules that form part of a certificate 3 in Civil construction.

This includes modules that cover all types of machinery operation, safety, risk assessment and risk mitigation. This not only develops our people and increases safety but also reduces the Shire's risk profile.

### **Workshop**

This year has seen the Mex Maintenance management software introduced to improve maintenance scheduling, recording and forecasting, this includes modules for vehicle inspections which can be carried out on any smart phone and automatically logs kilometres, hours and any faults directly to the system reducing the time spent administering maintenance. Preventative maintenance cost forecasting is also supported through the software.

The Shire also acquired a new Hino Prime mover and a Case Backhoe to update ageing assets. Haulage efficiencies have also been somewhat improved with the rebuild of the Shire owned dolly giving us the option of running a truck and dog improving our haulage capability by 30-35% per trip.

# TOURISM, COMMUNITY & ECONOMIC DEVELOPMENT

## Seniors Morning Tea

The weekly Seniors Morning Tea events have continued to bring seniors from our community together, fostering social connections, and creating a welcoming environment for all. The Seniors Morning Tea, supported by the Shire, Perenjori Community Resource Centre, HACC and Blue Light, has been an ongoing success.

## Perenjori Agricultural Show

The Perenjori Agricultural Society held its 81<sup>st</sup> Perenjori Agricultural Show on Saturday, 12 August 2023, attracting 2,200 attendees from across the Midwest region. This was a fantastic result that was made possible by the dedication of volunteers and sponsors.

## Well Women's Clinics

Well Women's Clinics were held in November 2023 and February 2024 at the Perenjori Early Childhood Centre's Health Room. This is a free service funded through Rural Health WA.

## Seniors and Volunteer Dinner

The annual Seniors and Volunteers Dinner was held on Friday, 20 October 2023 and was a fantastic opportunity to recognise and celebrate the valuable contribution of our seniors and volunteers within our community. The evening was a truly special evening filled with recognition and celebration of the wonderful contribution of our seniors. The dinner was catered by the dedicated Parent and Community (P&C) Association, ensuring a delicious and enjoyable experience for all attendees.



*Above: GP of the Well Women's Clinic, Dr Cathy Milligan*

## Australia Day

The Australia Day event provided an opportunity to bring the community together to reflect, recognise and celebrate our Nation. The Shire received funding of \$10,000 from the Australia Day Council which assisted with the costs of catering and entertainment, which enabled us to organise a memorable day for our community.

The event commenced with a Welcome to Country speech, by local Badimia community member, Andrew Fraser, paying respects to the traditional custodians. This was followed by a speech from the Shire President, Jude Sutherland, who highlighted the significance of Australia Day in fostering unity and bringing the community together.

Furthermore, the event provided an opportunity to recognise the outstanding individuals who have contributed significantly to our community. The Community Citizen of the Year Award is presented to recipients who have shown exceptional dedication and service, making a positive impact in our community.

Robin Spencer was awarded the Community Citizen of the Year and Perenjori Collective was awarded the Active Citizenship Award.



## **iNSTRUCKTA**

Organised by Campbell Transport and Terra Mining Pty Ltd, iNSTRUCKTA, a Western Australian first and award-winning road safety initiative, provided an opportunity for Perenjori Primary School students and the Perenjori community to learn about truck awareness and how to safely interact with larger vehicles when out and about.



*Above: Perenjori Primary School Students*

## **Stargazing**

Through continued partnership with AstrotourismWA, an evening of stargazing was held on Saturday, 4 May 2024 at the Perenjori Caravan Park. The evening kicked off with a warm welcome from Cr Hepworth. Delicious meals were provided by Daphne's Timeless Treats while the community learned from stargazing professionals, viewed images from Perenjori's meteor camera and used telescopes to view the dark skies.

## **Little Red in the Hood**

"Little Red in the Hood" was a free engaging and educational event held on Wednesday 15 May 2024 in the Perenjori Town Hall. Through its creative storytelling, the family friendly theatre production explored themes of friendship, teamwork, and kindness.

## **ANZAC Day**

The ANZAC Day Service held on April 25, 2024, was an important occasion that brought our community together to honour and remember the sacrifices made by Australian and New Zealand Servicemen and Servicewomen.

Following the service, a community barbecue was prepared by the Bush Fire Brigade Volunteers. This provided an opportunity for community members to come together, fostering camaraderie and a sense of belonging.

## **Citizenship Ceremonies**

Becoming an Australian citizen is a major decision involving commitment, responsibility and public recognition. The Shire was honored to host two Citizenship Ceremonies during 2023/24. Congratulations to our new Citizens, Silvia Bertoncello and Candy Noordhof.



*Above: New Citizen, Silvia Bertoncello and Family*



*Above: New Citizen, Candy Noordhof and Family*

## **Car Rally**

From 4-5 March 2024, Off Road Racing WA headed to Perenjori for the Labour Day long weekend. Some of WA's best off-road racers battled at Round 1 of the 2023 WA Off Road Racing Championships.

## **Townscape**

The Townscape Committee continues to work towards beautification of the townsites. Planting of over 100 shrubs and trees was undertaken in the Latham and Perenjori townsites.



# GOVERNANCE

## **Report on Complaints Made Against Councillors**

Section 5.53(2)(hb) of the *Local Government Act 1995* requires disclosure of entries made in the register of complaints against Councillors for the year.

For 2023/24 there were no complaints lodged of any breaches of the *Local Government Act 1995*.

## **Freedom of Information**

Access to information/documents may be granted to members of the community under the *Freedom of Information Act 1992*. The Shire of Perenjori complies with the *Freedom of Information Act 1992*. An Information Statement is available along with application forms on the Council's website. The statement is a guide on the Freedom of Information. The Chief Executive Officer is the Shire's Freedom of Information Coordinator. Any formal application for information that is not already freely available at the Shire, may be made through the Freedom of Information Coordinator.

Between 1 July 2023 and 30 June 2024, the Shire received no Freedom of Information requests.

# NATIONAL COMPETITION POLICY

The National Competition Policy statement requires Local Governments to include in the Annual Report, ongoing statements on the following:

- Competitive neutrality – to remove benefits (and costs) that accrue to government business as a result of their public ownership.
- Structural reform – local government is required to reform the structure of publicly owned monopoly businesses where it is proposed to introduce competition.
- Legislative review – to review legislation that restricts competition.

## **Competitive Neutrality**

There are several tests to apply that assist in determining if there is a “significant business enterprise”:

- Does the activity receive revenue from external sources that exceeds \$200,000 per annum? This threshold excludes grant income, internal charges and statutory fees.
- Would the benefits to be realised from the implementation of competitive neutrality exceed the costs?

## **Structural reform of public monopolies**

The Shire of Perenjori is not classified as a natural monopoly, nor does it conduct any business activities that could be classed as public monopolies. Therefore, the principle of structural monopolies does not apply to the Shire of Perenjori.

## **Legislation review**

The Shire has a portfolio of local laws (previously known as by-laws), which may or not conflict with the Competition Principles Agreement. The Shire of Perenjori is undertaking a review of its local laws in the 2024/25 financial year and will repeal inappropriate provisions and adopt new local laws where necessary.

The Shire also has an obligation under the *Local Government Act 1995* to review its Local Laws every eight years. A review of the Local Laws was conducted in 2023/24.

## DISABILITY ACCESS AND INCLUSION PLAN

The Shire of Perenjori is committed to facilitating the inclusion of people with disabilities through the improvement of access to its information facilities and services. Towards this goal, the Shire adopted its first Disability Access and Inclusion Plan (DAIP) in 1996, which is reviewed annually, to address the access barriers within the community.

Since the adoption of the DAIP, the Shire has implemented many initiatives and made significant progress towards better access. This includes but is not limited to the following:

- Installation of footpaths with disability ramps and upgraded curbing;
- Maintaining public toilets including disabled toilets;
- Priority parking in the main street;
- Access ramps and automatically opening doors and sliding doors into major public buildings;
- Documents are available on request in alternative formats, for example large print, and published on the Council's website;
- Council events are held at venues with ramps or sliding doors that are easily accessible to all members of the public including the disabled and elderly.

The Disability Access and Inclusion Plan 2022-27 was reviewed and endorsed at the Ordinary Meeting of Council held on the 18 August 2022, and subsequently submitted to the Minister for Disability Services for review.

On an annual basis, the Shire of Perenjori submits a DAIP Progress Report to the Department of Communities. At the Ordinary Meeting of Council held on 20 June 2024, Council endorsed the DAIP Progress Report for 2023/24.

## ELECTED MEMBERS AND OFFICER COMPLIANCE STATISTICS

The *Local Government (Administration) Regulations 1996* Part 5 – Annual reports and planning, regulation 19B (1) and (2) was amended as of the 7 November 2020 and now requires the following statistics to be included in the Annual Report:

### Regulation – 19B (2) (a) & (b) and Prescribed Information for Payments to Employees

Section 5.53(3)(g) of the *Local Government Act 1995* requires disclosure of information as prescribed in relation to a salary of \$130,000 or more made to employees. Shire employees entitled to an annual salary of \$130,000 or more during the 2023/24 financial year were:

Salary Range	Number of Employees
\$130,000 to \$139,999	0
\$140,000 to \$149,999	0
\$150,000 to \$159,999	0
\$160,000 to \$169,999	0
\$170,000 to \$179,999	0
\$180,000 to \$189,999	0
\$190,000 to \$199,999	0
\$200,000 to \$209,999	0
\$210,000 to \$210,999	1

### Regulation - 19B (2) (c)

Elected Member Allowances 2023/24 for Standards Panel costs for hearing a complaint regarding one of its council members, and any amount that the Standards Panel orders to be reimbursed, is nil.

### Regulation - 19B (2) (d)

Any amount ordered under section 5.110(6)(b)(iv) to be paid by a person against whom a complaint was made under section 5.107(1), 5.109(1) or 5.114(1) to the local government during the financial year 2023/24 was nil.

### Regulation - 19B (2) (e)

The total remuneration for the Chief Executive Officer paid in 2023/24 is \$213,356.

### Regulation – 19B (2) (f)

A	Attended
LA	Leave Approved
N	Apology
NM	No Meeting
N/A	Not Applicable

### Elected Member Meeting Attendance - Ordinary Council Meetings 2023/24

Councillor	Jul 23	Aug 23	Sep 23	Oct 23	Nov 23	Dec 23	Jan 24	Feb 24	Mar 24	April 24	May 24	Jun 24
Cr Bradford	A	A	A	A	A	A	NM	A	A	N	A	A
Cr Bryant	A	A	A	A	A	A	NM	A	LA	A	A	A
Cr Campbell	N/A	N/A	N/A	A	A	A	NM	A	A	A	A	A
Cr Fraser	A	A	A	A	A	A	NM	A	A	A	A	A
Cr Hepworth	A	A	A	A	A	A	NM	A	A	A	A	A
Cr King	A	A	A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Cr Sparkman	A	A	A	A	A	A	NM	A	A	A	A	A
Cr Sutherland	A	A	A	A	A	A	NM	A	A	A	N	A

**Elected Member Meeting Attendance / Audit Committee Meetings 2023/24**

Councillor	Dec 23	Mar 24
Cr Bradford	A	A
Cr Bryant	A	LA
Cr Campbell	A	A
Cr Fraser	A	A
Cr Hepworth	A	A
Cr Sparkman	A	A
Cr Sutherland	A	A

**Elected Member Meeting Attendance / Special Council Meetings 2023/24**

Councillor	Oct 23	Oct 23	Feb 24	May 24
Cr Bradford	A	A	A	N
Cr Bryant	A	A	A	A
Cr Campbell	N/A	A	A	N
Cr Fraser	A	A	A	A
Cr Hepworth	A	A	A	A
Cr Sparkman	A	A	A	A
Cr Sutherland	A	A	A	A
Cr King (Retired)	A	N/A	N/A	N/A

**Regulation – 19B (2) (l) and Regulation – 19B (2) (k)**

The Strategic Community Plan and Corporate Business Plan (the Plan) 2022/23 – 2032/33 was adopted at the Ordinary Meeting of Council held on the 18 August 2022. The Plan was reviewed quarterly throughout 2023/24 and at an Ordinary Council Meeting held on 25 July 2024, Council received the Annual Council Plan Report for the period of July 2023 – June 2024.

**Regulation – 29C (2) (d)**

The name of each Elected Member who lodged a Primary or Annual Return for the 2023/24 financial year.

Councillor	Annual Return Completed	Primary Return Completed
Cr Bradford	29 August 2024	N/A
Cr Bryant	26 July 2024	N/A
Cr Campbell	29 August 2024	17 October 2023
Cr Fraser	25 July 2024	N/A
Cr Hepworth	14 August 2024	N/A
Cr Sparkman	7 August 2024	N/A
Cr Sutherland	25 July 2024	N/A

## Regulation – 29C (2) (e)

The position of each employee who lodged a Primary or Annual Return for the 2023/24 financial year.

Employee Position Held	Annual Return Completed	Primary Return Completed
Chief Executive Officer	5 August 2024	N/A
Finance Manager	25 July 2024	N/A
Manager Corporate Community Services	30 July 2024	N/A
Manage Infrastructure Services	29 July 2024	N/A
Governance Officer	31 July 2024	N/A
Depot Admin	28 August 2024	N/A
Team Leader – Cleaner	25 July 2024	8 January 2024
Mechanic	7 August 2024	N/A
Special Projects Officer – Town Crew	30 July 2024	N/A

## Local Government Act 1995 Section 5.127 – Report on Training

S5.127 (1) A local government must prepare a report for each financial year on the training completed by Elected Members in the financial year.

### Elected Member Training Attendance 2023/24

Councillor	Course	Completion Date	Location	Provider	Cost
Cr Bradford	WALGA Local Government Convention 2023	19 August 2023	The Crown, Perth	WALGA	\$1,385.73
Cr Hepworth	WALGA Local Government Convention 2023	19 August 2023	The Crown, Perth	WALGA	\$1,385.73
Cr Sparkman	WALGA Local Government Convention 2023	19 August 2023	The Crown, Perth	WALGA	\$1,385.73
Cr King (Retired)	WALGA Local Government Convention 2023	19 August 2023	The Crown, Perth	WALGA	\$1,385.73
Cr Campbell	Conflicts of Interest	12 November 2023	E-Learning	WALGA	\$0.00
Cr Campbell	Understanding Financial Reports and Budgets	2 January 2024	E-Learning	WALGA	\$0.00
Cr Campbell	Meeting Procedures	5 January 2024	E-Learning	WALGA	\$0.00
Cr Campbell	Understanding Local Government	16 January 2024	E-Learning	WALGA	\$0.00
Cr Fraser	Speaking Professionally as an Elected Member	8 April 2024	WALGA, Perth	WALGA	\$583.00
Cr Campbell	Serving on Council	23 June 2024	E-Learning	WALGA	\$0.00

# STRATEGIC COMMUNITY PLAN 2023-24

Section 5.53 (e) of the *Local Government Act 1995* requires that the Annual Report has an overview of the Strategic Community Plan for the Shire made in accordance with section 5.56 of the *Local Government Act 1995*, including major initiatives that are proposed to commence or to continue in the next financial year.

Principal Objective	Outcomes, Strategies and Achievements
<p><i>Goal 1:</i></p> <p>An inclusive community and a great place to live for all ages and stages of life.</p>	<p><b>1.1 The community is active and has access to a range of sport and recreation facilities.</b></p> <p><i>Achievements:</i></p> <ul style="list-style-type: none"> <li>• An estimate of 200,000 litres of water per week pumped from North Rd bore tanks to maintain improved conditions of town oval and hockey field.</li> <li>• The Aquatic Centre had an average of 36 visitors per day.</li> <li>• Free use of Gym being utilised by community members.</li> <li>• Free entry to Aquatic Centre has encouraged greater use of the facility.</li> <li>• Installation of new matting and equipment at Perenjori Gym.</li> <li>• The Aquatic Centre hosted Perenjori Primary School faction carnival and interschool carnival.</li> <li>• Council introduced free bus hire fees for community groups up to 300km return trip.</li> </ul> <p><b>1.2 Community life is enhanced and nurtured with well supported clubs, community groups and essential volunteer-based services.</b></p> <p><i>Achievements:</i></p> <ul style="list-style-type: none"> <li>• Employee support for St John Ambulance training.</li> <li>• Liaison with RSL WA in utilising the Perenjori RSL building for Arts &amp; Crafts Group.</li> <li>• Community Emergency Services Manager (CESM) conducted Bushfire Brigade training.</li> <li>• Council commitment of 2024/25 Budget funds to support Community Sport and Recreation Facilities Fund application from Latham Golf &amp; Bowling Club for the purposes of installation of a new bowling green.</li> <li>• Citizen of the Year awards presented at the Australia Day celebrations in January 2024.</li> <li>• Facilitation of the Mt Gibson Public Benefit Trust which provided \$88,234 in community grants.</li> </ul> <p><b>1.3 The community is accessible for and inclusive of people with disability.</b></p> <p><i>Achievements:</i></p> <ul style="list-style-type: none"> <li>• Accessible housing units built in Russell Street, Perenjori.</li> <li>• Accessibility options available on Shire of Perenjori and Visit Perenjori websites.</li> <li>• Ramp installed at Council residential property to</li> </ul>

	<p>enable disabled access.</p> <ul style="list-style-type: none"> <li>• Receipt of Disability Access and Inclusion Plan (DAIP) report received which includes Shire of Perenjori statistics.</li> </ul> <p>1.4 Early childhood services are provided in support of workforce participation and educational outcomes.</p> <p><i>Achievements:</i></p> <ul style="list-style-type: none"> <li>• Assisted with promotion of advertising for early educators for Regional Early Education &amp; Development (REED).</li> <li>• Provision of partially furnished council house for REED staff.</li> </ul> <p>1.5 Young people are engaged in pro-social activity and civic life.</p> <p><i>Achievements:</i></p> <ul style="list-style-type: none"> <li>• Provision of extended Aquatic Centre hours</li> <li>• Financial assistance for annual Halloween town walk and disco.</li> <li>• Ongoing support for Blue Light activities in provision of venue.</li> <li>• Commencement of 'No Pool No School' initiative to encourage school attendance.</li> <li>• Contribution of \$5,000 towards children's entertainment at the 2023 Agricultural Show.</li> <li>• Young people engaged to provide input for design of murals proposed for the old Telstra building in Fowler St.</li> <li>• Annual sponsorship of achievement awards for Perenjori Primary School.</li> </ul> <p>1.6 Gaps in medical, allied health services, and other community services are filled where possible to meet the needs of the local population.</p> <p><i>Achievements:</i></p> <ul style="list-style-type: none"> <li>• Facilitated a Well Women's Clinic.</li> <li>• Visiting Physiotherapist located in Council building.</li> <li>• Ongoing assistance to Perenjori Medical Centre.</li> <li>• Ongoing advocacy for the provision of allied health services in Perenjori.</li> </ul> <p>1.7 Seniors are valued and supported to age in place.</p> <p><i>Achievements:</i></p> <ul style="list-style-type: none"> <li>• Support for weekly seniors' morning tea at the Lodge.</li> <li>• Ongoing advocacy for Home and Community Care services.</li> <li>• Met with representatives of Staying in Place - an organisation designed to assist seniors in remaining in their own homes.</li> <li>• Support for weekly seniors' morning tea at the Lodge.</li> </ul>
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	<ul style="list-style-type: none"> <li>• A Seniors and Volunteers' Dinner was held at the Perenjori Pavilion, supported by funding through Council Budget, Centre of the Aged (COTA), and Volunteers WA.</li> </ul> <p>1.8 Emergency management and associated community liaison and education activities are undertaken to protect the community and minimise harm from disasters.</p> <p><i>Achievements:</i></p> <ul style="list-style-type: none"> <li>• A Local Emergency Management Committee (LEMC) meeting was held to review the Local Emergency Management Arrangements, endorsed by Council.</li> <li>• Finalisation of DFES cyclone-recovery caravan accommodation for contractors project.</li> <li>• Local Operational Recovery Plan adopted by Council.</li> <li>• Desktop exercise undertaken by LEMC members.</li> <li>• Fire hazard inspections undertaken by Community Emergency Services Manager (CESM) and Ranger, and landowners notified if improvements are required.</li> </ul>
<p><i>Goal 2:</i></p> <p>Eco-friendly, attractive and well-maintained towns, surrounded by outstanding natural beauty, landscapes, flora and fauna to be protected and enjoyed.</p>	<p>2.1 Public health, safety and amenity standards are upheld.</p> <p><i>Achievements:</i></p> <ul style="list-style-type: none"> <li>• Adoption by Council of the Local Emergency Management Arrangements and Recovery Plan.</li> <li>• Engagement of new IT provider for Medical Practice.</li> </ul> <p>2.2 Land use and building regulations are designed and administered to meet the current and future needs of the community.</p> <p><i>Achievements:</i></p> <ul style="list-style-type: none"> <li>• A buy-back offer has been extended to Lot 160 England Crescent as per Council Budget and Council resolution.</li> <li>• Monthly EHO visits to the Shire to assist the community in environmental health compliance.</li> <li>• Adoption by Council of a Local Planning Policy on Tree Farms.</li> </ul> <p>2.3 The Shire's buildings and leases are administered to an appropriate standard for the benefit of the community according to their need and use.</p> <p><i>Achievements:</i></p> <ul style="list-style-type: none"> <li>• Lease Agreement undertaken between the Shire of Perenjori and Perenjori Sports Club.</li> <li>• Cancellation of a residential lease agreement to protect Council assets.</li> <li>• Annual housing inspections conducted by external property agents.</li> </ul>

	<ul style="list-style-type: none"> <li>• Annual building maintenance inspection and program undertaken.</li> <li>• Council endorse construction of housing and a 10-year lease for Government Regional Officer Housing.</li> <li>• Building Maintenance Officer employed.</li> <li>• Monthly EHO visits to the Shire to assist the community in environmental health compliance.</li> </ul> <p>2.4 Local Aboriginal and non-Aboriginal stories, structures and places of interest are acknowledged, preserved and promoted as appropriate.</p> <p><i>Achievements:</i></p> <ul style="list-style-type: none"> <li>• Inclusion of an Aboriginal Interpretive site in the Perenjori Townscape Plan.</li> </ul> <p>2.5 Waste management services are provided efficiently and sustainably.</p> <p><i>Achievements:</i></p> <ul style="list-style-type: none"> <li>• Weekly disposal service with licensed waste provider.</li> <li>• Regular maintenance at waste disposal sites.</li> <li>• Fencing at Perenjori tip completed.</li> <li>• Tyre recycling undertaken at Perenjori tip.</li> <li>• Gate installed at Perenjori tip.</li> </ul> <p>2.6 Roads, footpaths and drainage are appropriately managed according to their need and use.</p> <p><i>Achievements:</i></p> <ul style="list-style-type: none"> <li>• Maintenance carried out in line with the sealed roads program.</li> <li>• Unsealed roads maintained regularly by fleet of graders.</li> <li>• Training undertaken in worksite traffic management and traffic control by relevant personnel.</li> <li>• Sealing of Fowler St standpipe truck bay.</li> <li>• Ongoing clearing of overhanging roadside vegetation for road users' safety.</li> <li>• Line marking undertaken on the Perenjori-Carnamah Rd.</li> <li>• Resheeting program reviewed for next 3 years.</li> <li>• A request for tender accepted by Council for the Mid West Secondary Grain Freight Route.</li> <li>• Sealed pavement repair contract awarded to tenderer.</li> </ul> <p>2.7 Parks, gardens, street trees and reserves are appropriately managed according to their need and use.</p> <p><i>Achievements:</i></p> <ul style="list-style-type: none"> <li>• Additional staff employed for the Parks &amp; Gardens team.</li> <li>• Kerbing installed on Fowler Street, along with backfill</li> </ul>
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	<p>and mulching.</p> <ul style="list-style-type: none"> <li>• Planting throughout townsite to beautify and provide green space.</li> <li>• Town oval and hockey field in greatly improved condition.</li> <li>• Townscape Committee meeting minutes and plans presented to Council for endorsement.</li> </ul> <p>2.8 The provision of cemeteries reflects community needs, heritage values, and a peaceful natural environment.</p> <p><i>Achievements:</i></p> <ul style="list-style-type: none"> <li>• Ongoing grounds work undertaken.</li> <li>• Gazebo installed with funding provided through the LRCI program.</li> <li>• Cracker dust spread to delineate Perenjori Cemetery carpark.</li> <li>• Wheel stops and car bay strips installed in parking area.</li> </ul>
<p><i>Goal 3:</i></p> <p>A diverse economy, with flourishing businesses offering a suite of trades, services and retail offerings</p>	<p>3.1. Opportunities are maximised to promote economic growth and local development.</p> <p><i>Achievements:</i></p> <ul style="list-style-type: none"> <li>• Shire officers met with Aurizon representative to discuss accommodation package for future iron ore rail program.</li> <li>• Supported the Perenjori Hotel with Grand Reopening following repairs from Cyclone Seroja damages.</li> <li>• Fenix Resources presented to Council on iron ore haulage operations.</li> <li>• Terra Mining, Asia Iron and Aurizon met with Council to discuss plans and requirements for Extension Hill project.</li> <li>• Two 3 x 2 houses were constructed to add to Council housing stock for staff and/or private rentals.</li> <li>• Funding of \$500,000 was received through the DFES Cyclone Seroja Local Government Resilience Fund to be allocated towards the construction of a community hub.</li> <li>• Approval of funding of \$571,756 was received from the Local Roads and Community Infrastructure Program (LRCI) for the construction of a community hub.</li> <li>• Provision of housing for Community Resource Centre Manager.</li> <li>• Provision of housing for Government Regional Officer Housing (GROH) for a Police Officer.</li> <li>• Presentation to Council from Cooperative Bulk Handling (CBH) regarding upgrades to facilities and future grain outloading plans.</li> <li>• Presentation to Council from Western Power on planned upgrades.</li> <li>• Representatives from tree farm entity presented to Council on plans to purchase land within the shire.</li> </ul>

	<ul style="list-style-type: none"> <li>• Provision of housing for Regional Early Education and Development (REED) to accommodate a team leader for the early learning centre.</li> <li>• A Tender was accepted for the Design and Construction of a Supermarket.</li> <li>• Advertising commenced for expressions of interest in leasing and managing the new supermarket.</li> </ul> <p>3.2. Visitors are welcomed and well-catered for.</p> <p><i>Achievements:</i></p> <ul style="list-style-type: none"> <li>• Council and staff representatives attended a WildflowerCountry meeting to discuss future of tourism group.</li> <li>• Implementation of 'Storytowns' - an audio production app showcasing stories from local Perenjori and Latham storytellers.</li> <li>• Installation of new barbecue to the Caravan Park Camp Kitchen.</li> <li>• A UWA Intern utilised to develop video footage showcasing Perenjori lifestyle, people and stories.</li> <li>• Upgrades to Caravan Park footpaths to enable disabled access.</li> <li>• Annual budget allocation to staff a part time Tourist Centre officer during wildflower season.</li> <li>• Content supplied for Australia's Golden Outback 2024 planner.</li> <li>• Continued financial membership of Australia's Golden Outback.</li> <li>• Promotion of Astrotourism through public events and social media updates.</li> <li>• Council-owned Caravan Park upgrades to Chalets, increased garden maintenance.</li> <li>• Employment of a new Caravan Park Manager and casual groundsman.</li> <li>• Installation of master key system for Caravan Park.</li> <li>• Installation of giant chess board at Caravan Park.</li> <li>• Reinstallation of Eco 1 house as Caravan Park accommodation.</li> <li>• Upgrades to septic system for whole of Caravan Park.</li> <li>• New hot water systems installed at Caravan Park.</li> </ul>
<p><i>Goal 4:</i></p> <p>A strong and diverse Council working closely with the proactive and involved community.</p>	<p>4.1. The community is well-informed and engaged.</p> <p><i>Achievements:</i></p> <ul style="list-style-type: none"> <li>• Regular social media and website posts of roadworks, events and projects.</li> <li>• Significant promotion of local government election.</li> <li>• Rates Information Booklet containing relevant budget information included with Annual Rates notices.</li> <li>• Monthly update of on-hold messages for phone system.</li> <li>• Annual Electors Meeting held in accordance with the <i>Local Government Act 1995</i>.</li> </ul>

	<p>4.2. The Shire listens to and works closely with the community and its decision-making is transparent and accountable.</p> <p><i>Achievements:</i></p> <ul style="list-style-type: none"> <li>• Council Meeting Agendas and Minutes published on Shire website.</li> <li>• Public submissions invited for Council consideration for inclusion in Annual Budget.</li> </ul> <p>4.3. The Shire advocates and partners effectively on behalf of the community.</p> <p><i>Achievements:</i></p> <ul style="list-style-type: none"> <li>• Council met with mining haulage contractor to be provided information on future haulage considerations.</li> <li>• Telstra representative met with Elected Members and staff to advise on future upgrades and fault management.</li> </ul> <p>4.4. The Shire works proactively with the Traditional Owners regarding sites and other matters of significance to the Badimia people.</p> <p><i>Achievements:</i></p> <ul style="list-style-type: none"> <li>• Badimia representative undertook Welcome to Country at Australia Day celebrations.</li> </ul> <p>4.5. People receive a high standard of customer service in their dealings with the Shire.</p> <p><i>Achievements:</i></p> <ul style="list-style-type: none"> <li>• Workplace assessments undertaken for outside staff.</li> <li>• Staff training schedule implemented to provide best practice delivery to the community.</li> <li>• Job Descriptions updated as required.</li> <li>• Annual Performance Reviews conducted for all staff members.</li> <li>• 3-month and 6-month probationary reviews conducted for new staff members.</li> </ul> <p>4.6. The organisation, assets and finances of the Shire are managed responsibly.</p> <p><i>Achievements:</i></p> <ul style="list-style-type: none"> <li>• Implementation of MEX software to streamline the Shire's maintenance and asset management practices.</li> <li>• Capital works program undertaken in accordance with Council Budget.</li> <li>• Housing valuations undertaken by Landgate.</li> <li>• Annual audit undertaken in order with compliance regulations.</li> <li>• Budget Review undertaken in accordance with</li> </ul>
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	<p>Section 33A of the <i>Local Government (Financial Management) Regulations 1996</i>.</p> <ul style="list-style-type: none"> <li>• Archive Room installed with shelving and records transferred from external storage.</li> <li>• Engagement of full time in-house Finance Manager.</li> <li>• Compliance Audit Return adopted by Council and submitted to the Department of Local Government, Sport and Cultural Industries.</li> <li>• Transition of banking services following Bankwest closure.</li> <li>• Placed in the Top-20 of local government audits 22/23 by the Office of the Auditor General.</li> <li>• Annual Phishing Campaign undertaken by IT provider to test cyber security.</li> </ul>
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## 15.2 ANNUAL ELECTORS MEETING – 13 FEBRUARY 2025

Applicant:	Shire of Perenjori
File:	ADM 0381
Date:	20 February 2025
Disclosure of Interest:	
Voting Requirements:	Simple Majority
Author:	Bianca Plug – Governance & Executive Support Officer
Responsible Officer:	Paul Anderson – Chief Executive Officer
Attachments:	<a href="#">15.2.1 – Annual Electors Meeting Minutes held 13 February 2025</a>

### Summary

The Annual Electors Meeting was held on 13 February 2025 at the Latham Community Centre in accordance with the *Local Government Act 1995*.

### Background

A local government is required to prepare an Annual Report each year which provides an overview of the operations, activities and major projects undertaken by the Shire for the period. It also includes major initiatives that are proposed to commence or continue in the next financial year.

Once an Annual Report has been accepted by Council, an Annual Electors Meeting (AEM) must be held within 56 days. As prescribed by *Regulation 15 of the Local Government (Administration) Regulations 1996*, the purpose of the AEM is to discuss the annual report for the previous financial year and any other general business. The AEM presents an opportunity for electors to ask questions of Council and propose motions (recommendations). Electors present are asked to vote on proposed motions. Motions that are carried are considered by Councillors at the next appropriate Ordinary Meeting of Council.

### Statutory Environment

*Local Government Act 1995*

#### 5.33. Decisions made at electors' meetings

(1) All decisions made at an electors' meeting are to be considered at the next ordinary council meeting or, if that is not practicable —

- (a) at the first ordinary council meeting after that meeting; or
- (b) at a special meeting called for that purpose, whichever happens first.

(2) If at a meeting of the council a local government makes a decision in response to a decision made at an electors' meeting, the reasons for the decision are to be recorded in the minutes of the council meeting.

### Policy Implications

Nil

### Consultation

Paul Anderson – Chief Executive Officer

Elected Members

### Financial Implications

Nil

### Strategic Community Plan

Goal 4: A strong and diverse Council working closely with the proactive and involved community.

4.2 The Shire listens to and works closely with the community and its decision-making is transparent and accountable.

### **Officer Comment**

In accordance with the *Local Government Act 1995* the Council is required to consider the motions that are carried at the Annual Electors Meetings. At the AEM held on 13 February 2025, there was only one resolution which was the receiving of the Annual Report of the Shire of Perenjori, for the year ending 30 June 2024.

There were no motions from the meeting that were put forward for Council consideration.

### **OFFICER RECOMMENDATION**

**Council Resolution Number:**

**Moved:**

**Seconded:**

**That Council:**

- 1. Note the Minutes of the Annual Electors Meeting held on 13 February 2025 and;**
- 2. Note that there are no decisions to be considered from the Minutes of the Annual Electors Meeting.**

**Motion put and carried / lost**

**For:**

**Against:**

[Next Item](#)





Shire of  
**Perenjori**  
Embrace Opportunity

Shire of Perenjori – Annual Electors Meeting

# MINUTES

Thursday 13 February 2025



## NOTICE OF THE ANNUAL ELECTORS MEETING

Pursuant to *Section 5.27 of the Local Government Act 1995 and the Local Government (Administration) Regulations 1996*, electors are invited to attend the Annual Meeting of Electors for the 2023/24 Financial Year.

**The Annual Electors Meeting will be held at 5.00 pm on Thursday, 13 February 2025 at the Latham Community Centre.**

A copy of the agenda and Annual Report 2023/24 can be obtained by visiting the Shire's website [www.perenjori.wa.gov.au](http://www.perenjori.wa.gov.au)

*Note:* Questions regarding specific financial or other Shire-related matters should be presented in writing to the undersigned at least seven days prior to the meeting to allow officers adequate time to investigate and provide an appropriate response.

A handwritten signature in black ink, appearing to read 'Paul Anderson', is positioned above the printed name.

Paul Anderson

**CHIEF EXECUTIVE OFFICER**

Date: 28 January 2025

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## 1. Declaration of Opening:

The Shire President declared the meeting open at 5.03 pm and welcomed those in attendance.

### **Acknowledgement of Traditional Custodians: -**

As per the Shire of Perenjori Policy (N° 1021) we wish to acknowledge the traditional owners of the land upon which the Shire of Perenjori is situated and to demonstrate respect for the original custodians.

***I respectfully acknowledge the past and present traditional owners of the land upon which we are meeting, the Badimia people. It is a privilege to be standing on Badimia country.***

## 2. Opening Prayer

The Shire President read the opening prayer.

### **Acknowledgement of Pioneers: -**

***I acknowledge the pioneers who settled this country, developed the land and turned it into the productive country we know today.***

## 2. Record of Attendance and Apologies:

### Elected Members:

Cr Jude Sutherland (President)  
Cr Les Hepworth (Deputy President)  
Cr Andrew Fraser  
Cr Brian Campbell  
Cr Colin Bryant  
Cr Daniel Bradford

### Staff:

Paul Anderson – Chief Executive Officer  
Nola Comerford – Manager Corporate Community Services  
Maarten Noordhof – Manager Infrastructure Services  
Bianca Plug – Governance Officer  
Adim Hajat – Community Development Officer

### Members of the Public:

Carol Lewicki  
Eddie Lewicki  
Elaine King  
Jacqui Benton  
Kerry Foote  
Maureen McManus  
Paddy King  
Roslyn Campbell  
Sue Pendergrast

### Apologies:

Cr Dael Sparkman

### **3. Announcements by Presiding Member**

Nil

### **4. Annual Report, Financial Statement and Auditor's Report**

#### **4.1 2023/24 ANNUAL REPORT, FINANCIAL STATEMENTS AND AUDITORS REPORT**

Voting Requirements:	Simple Majority
Attachments:	<a href="#">4.1.1 - 2023/24 Annual Report</a>

**Resolution Number: 130225.1**

**Moved: Cr Fraser**

**Seconded: Cr Campbell**

**That the 2023/24 Annual Report, inclusive of Financial Statements and Auditors Report, for the Shire of Perenjori be accepted.**

**Motion put and carried**

## **5. General Business:**

### **5.1 RESPONSE TO QUESTIONS TAKEN ON NOTICE:**

The Shire President acknowledged that questions regarding the Latham Hall had been submitted by some residents of Latham. The Shire has provided detailed responses to these inquiries, and copies are available for attendees at this meeting. These questions will be further addressed during the Latham Hall Meeting, which will follow the Annual Electors Meeting.

### **5.2 QUESTIONS WITHOUT NOTICE:**

Nil

## **6. Closure of Meeting:**

The Shire President declared the meeting closed at 5.14 pm and thanked those in attendance.

**I certify that this copy of the Minutes is a true and correct record of the meeting held on 13 February 2025.**

**Signed:** \_\_\_\_\_  
**Shire President**

**Date:** \_\_\_\_\_

### 15.3 LOCAL GOVERNMENT ORDINARY ELECTION 2025

Applicant:	Shire of Perenjori
File:	ADM 0886
Date:	20 February 2025
Disclosure of Interest:	
Voting Requirements:	Absolute Majority
Author:	Bianca Plug – Governance Officer
Responsible Officer:	Paul Anderson – Chief Executive Officer
Attachments:	<a href="#">15.3.1 – WA Electoral Commission Cost Estimate Letter 2025</a>

#### Summary

For Council to consider the appointment of the Western Australian Electoral Commissioner to conduct the 2025 ordinary local government elections in the Shire of Perenjori, and the method by which the election is to be conducted.

#### Background

The next ordinary local government elections are scheduled for 18 October 2025, with three positions up for re-election. Under the *Local Government Act 1995* (the Act), Council may determine the method by which the election is conducted. That is by postal election, or as a voting in-person election. The Act provides the following definitions:

- postal election an election at which the method of casting votes is by posting or delivering them to an electoral officer on or before election day; or
- voting in person election an election at which the principal method of casting votes is by voting in person on election day but at which votes can also be cast in person before election day, or posted or delivered, in accordance with regulations.

Council must also determine who is to be appointed returning officer, responsible for conducting the election. Section 4.20 of the Act provides that in the event that a postal election is decided upon as the method of election, Council must appoint the Western Australian Electoral Commissioner to take responsibility for conducting the election. Should Council determine to hold an in-person vote, the election may be conducted by the Electoral Commissioner, the Chief Executive Officer or some other approved person.

An absolute majority decision of Council is required to appoint the WA Electoral Commission to conduct the poll by postal voting.

#### Statutory Environment

*Local Government Act 1995*

*Local Government (Elections) Regulations 1997*

#### Policy Implications

Nil

#### Consultation

Western Australian Electoral Commission

#### Financial Implications

The Commission has estimated the cost to conduct the Shire's election in 2025 as a postal election at approximately \$10,766 (ex GST). This cost has been based on the following assumptions:

- The method of the election will be postal;
- 3 Councillor(s) vacancies;
- 400 electors;
- response rate of approximately 60%
- appointment of a local Returning Officer; and
- count to be conducted at the Shire of Perenjori administration office using CountWA.

This is an estimate provided by the Commission and may vary depending on a range of factors. An allocation will be included in the 2025/26 annual budget to meet all election costs inclusive of advertising, WA Electoral Commission charges and incidentals.

## Strategic Community Plan

Goal 4: A strong and diverse Council working closely with the proactive and involved community

4.1. The community is well-informed and engaged

4.2. The Shire listens to and works closely with the community and its decision-making is transparent and accountable

4.3. The Shire advocates and partners effectively on behalf of the community

### Officer Comment

Each local government can choose to conduct an election as a postal election in preference to a voting 'in person' election. All postal elections must be conducted by the Western Australian Electoral Commission (WAEC). Postal voting is more expensive but removes a lot of the administrative requirements usually performed by the local government. Council has conducted postal elections since 2020, under the control of the Electoral Commission.

A postal voting election package is sent to all electors on the local government's roll automatically. The package can be sent as soon as practicable after the close of nominations.

The postal voting package contains:

- voting instructions;
- candidate profiles (reproduced in such form as the returning officer determines);
- a ballot paper;
- a ballot paper envelope;
- an elector's certificate and;
- a pre-paid envelope for return of the papers to the returning officer.

Completed postal voting papers can be checked by the returning officer at any time prior to the close of polling, and candidates may be present.

The officer recommendation presented is based on past Council decisions to conduct elections by postal vote. There are several advantages to appointing the WA Electoral Commission to conduct the election using postal voting:

- The Electoral Commissioner appoints the returning officer. Shire employees are still involved in helping electors with replacement ballot papers, with the independent Returning Officer providing the training and guidance as required;
- removes any perception of bias if the election is run by the Chief Executive Officer;
- every elector receives the ballot papers with clear instructions including a profile of each candidate;
- there is no inconvenience on election day if events occur that distract electors from attending the polling place/s
- absentee owners that are registered on the Shire's electoral roll receive the ballot papers;
- electors have the convenience of time to deliver the completed ballot paper to the post office or the Shire office and;
- candidates' profiles are delivered to every elector with their voting package.

### OFFICER RECOMMENDATION

#### Council Resolution Number:

Moved:

Seconded:

That Council:

1. Pursuant to section 4.20(4) of the *Local Government Act 1995*, declares the Electoral Commissioner to be responsible for the conduct of the 2025 ordinary elections together with any other elections or polls which may be required for the Shire of Perenjori and;
2. Pursuant to section 4.61(2) of the *Local Government Act 1995*, determines that the method for conducting the 2025 ordinary elections for the Shire of Perenjori is by way of a postal election.

Motion put and carried / lost by Absolute Majority

For:

Against:

[Next Item](#)





Mr Paul Anderson  
Chief Executive Officer  
Shire of Perenjori  
PO Box 22  
PERENJORI WA 6620

Dear Mr Anderson,

### **Cost Estimate Letter: 2025 Local Government Ordinary Election**

As you are aware, the next local government ordinary election will be held on 18 October 2025. This letter is your Cost Estimate for the Western Australian Electoral Commission to conduct your election, should you proceed with making a declaration under the *Local Government Act 1995* for us to do so.

#### Cost Estimate

The Commission has estimated the cost to conduct your Council's election in 2025 as a postal election at approximately \$10,766 (ex GST).

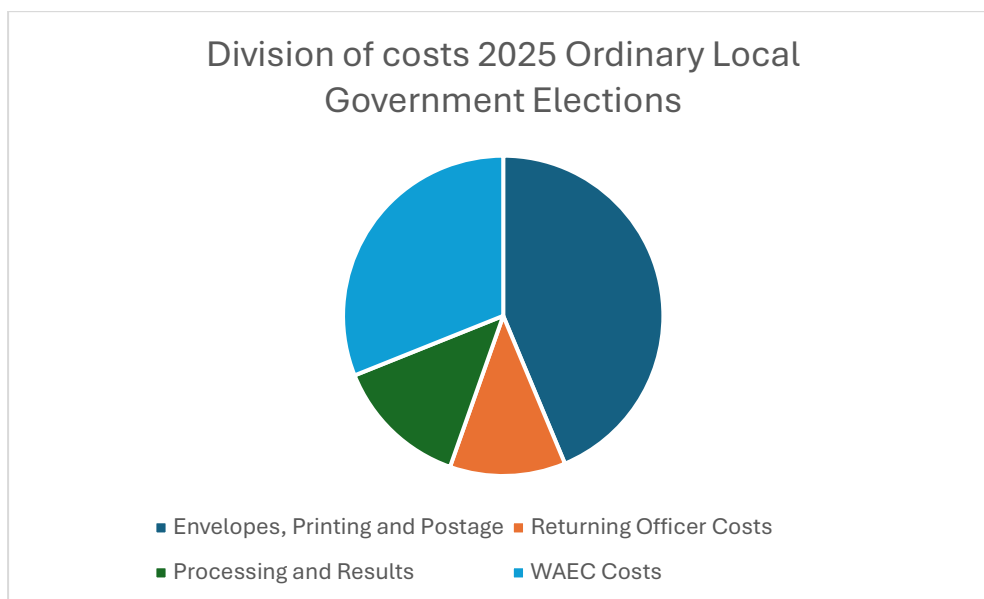
This cost has been based on the following assumptions:

- The method of election will be postal;
- 3 Councillor(s) vacancies;
- 400 electors;
- response rate of approximately 60%
- appointment of a local Returning Officer; and
- count to be conducted at your office using CountWA.

If any of these assumptions are not correct, please contact us and we can provide a new cost estimate.

#### Cost Methodology

To provide your estimate, the Commission has estimated the costs of all aspects of the election, from supply of materials to staffing costs. For the 2025 Local Government elections, we have applied the following apportionment across the State:



For individual local Governments the exact apportionment of costs may differ slightly from the above, as the cost categories are determined by applying the following variables:

- Envelopes, Printing and Postage, and WAEC Costs are determined by the number of electors in your Local Government;
- Processing and Results is determined by the expected response rate for your election; and
- Returning Officer Costs are determined by the complexity of the election for the Returning Officer; we classify Local Governments into bands depending on a number of factors including number of Wards, number of vacancies and the number of candidates, and then we pay our Returning Officers a rate which reflects this band.

#### Estimated Cost of 2025 Local Government Elections

The Commission estimates that the total cost of conducting the Local Government Elections across Western Australia in 2025 will increase by \$1.3 million, compared to 2023. The key drivers for this cost increase are as follows:

- a 45% cost increase from Australia Post, comprising of a 25% increase which came into effect in March 2024, and an additional 20% proposed increase currently being considered by the Australian Competition and Consumer Commission, which if approved will take effect in July 2025; and
- a 9% increase in the salaries paid to Returning Officers as required by the Public Sector CSA Agreement 2024.

#### Variations to the final costs for your Council

In accordance with the *Local Government (Elections) Regulations 1997*, the Commission conducts elections on the basis of full accrual cost recovery. This means that should the actual costs incurred to conduct the election be less or greater than what we have estimated, the final cost may differ from the cost estimate you have been provided.

Whilst we aim to keep additional costs at a minimum wherever possible, the following are examples of where cost increases may arise:

- If a Returning Officer is selected that is not local to your area;
- If you elect for Australia Post Priority Service for the lodgement of your election package;
- If casual staff are required for the issuing of Replacement Election Packages;
- If casual staff are required to assist the Returning Officer on election day or night; or
- Unanticipated cost increases from our suppliers.

We will endeavour to keep you informed of any unanticipated cost increases as they are incurred during the election.

#### Service Commitment

The Commission is committed to conducting elections impartially, effectively, efficiently and professionally. Following each election event, we review our performance and identify ways to improve our service delivery.

The Commission acknowledges that during the 2023 Local Government Ordinary Elections, the results for many Local Governments were delayed. Since this time we have improved our Count Processes, and as demonstrated through extraordinary elections conducted in 2024, we are now able to finalise our results more quickly whilst still retaining accuracy and integrity.

If you have any suggestions for improvements we can make to deliver your election, your feedback is welcome at all times.

#### Next Steps

Should you wish to accept this cost estimate and proceed with the Electoral Commission undertaking this election, there are specific steps that must be taken under the *Local Government Act 1995*. These steps are summarised in the attached flow chart (Attachment A).

As outlined in the flow chart, if you accept this Cost Estimate then please advise of us this in writing, so that we can issue a Written Agreement letter. Both the Cost Estimate letter, and the Written Agreement letter then need to be taken to Council for a decision.

If you have any queries, please contact [lgelections@waec.wa.gov.au](mailto:lgelections@waec.wa.gov.au) .

Yours sincerely,



Robert Kennedy  
**ELECTORAL COMMISSIONER**

12 December 2024

#### 15.4 PROPOSED TREE FARM – LOT 4754 SOLOMON RD & LOT 1 PERENJORI-ROTHSAY RD, BOWGAGA

Applicant:	Carbon Neutral Pty Ltd for D&D Farming Pty Ltd
File:	A64 / A694
Date:	20 February 2025
Disclosure of Interest:	
Voting Requirements:	Simple Majority
Author:	Simon Lancaster - Planning Advisor
Responsible Officer:	Paul Anderson – Chief Executive Officer
Attachments:	<a href="#">15.4.1 – Tree Farm Application</a>

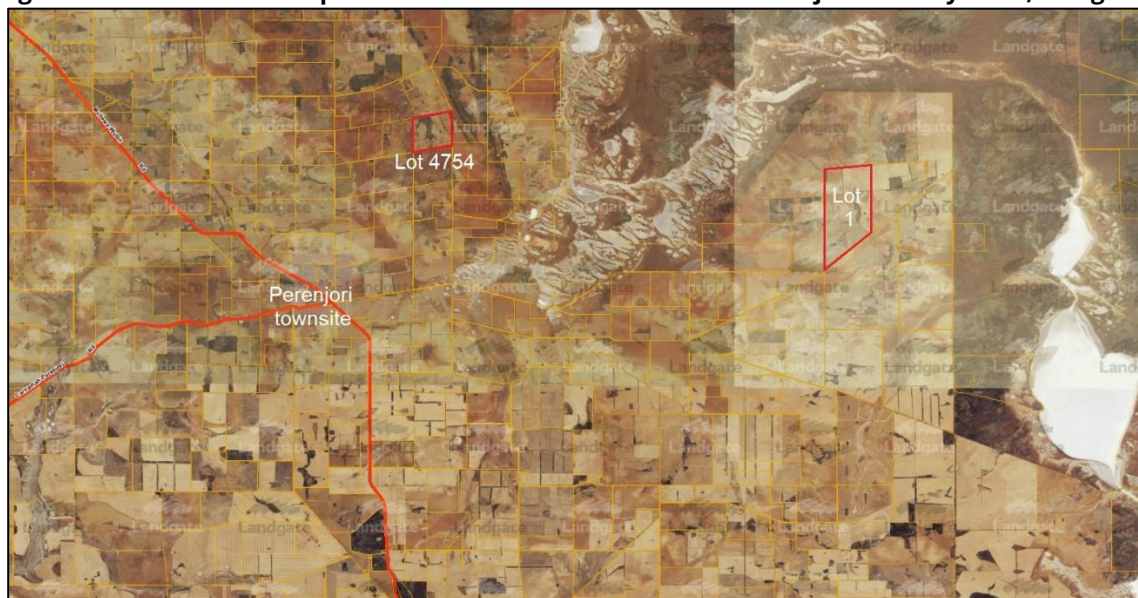
##### Summary

Council is in receipt of an application from Carbon Neutral to revegetate Lot 4754 Solomon Road and Lot 1 Perenjori-Rothsay Road, Bowgada. This report recommends conditional approval of the application.

##### Background

Lot 4754 Solomon Road, Bowgada is located 8km north-east of the Perenjori townsite and Lot 1 Perenjori-Rothsay Road is located 25km east of the Perenjori townsite.

**Figure 15.4.2 – Location map of Lot 4754 Solomon Road & Lot 1 Perenjori-Rothsay Road, Bowgada**



Lot 4754 is 404.0932ha in area and contains approximately 130ha (32%) of remnant vegetation on outcrops and along tributary lines and contour banks generally comprising York and Salmon gums with the remaining area cleared and used for farming purposes. The applicant proposed to revegetate the remaining cleared 275ha (68%) of Lot 4754 with mallee plantings.

Lot 1 is 1,215.6311ha in area and predominantly cleared and used for farming purposes with pockets of remnant vegetation on outcrops generally comprising wattle, casuarina and teatree for approximately 156ha (13%) of the property land area. The applicant proposed to replant 865ha (71%) of Lot 1 with a variety of Eucalyptus, Acacia and Allocasuarina species. An approximate 193ha (16%) red loam area in the south-eastern corner of Lot 1 would be retained for farming purposes.

Planting would be undertaken using a combination of direct seeding and seedling establishment, with it anticipated by the 3<sup>rd</sup> year of revegetation that managed grazing could commence on the replanted portions of both properties.

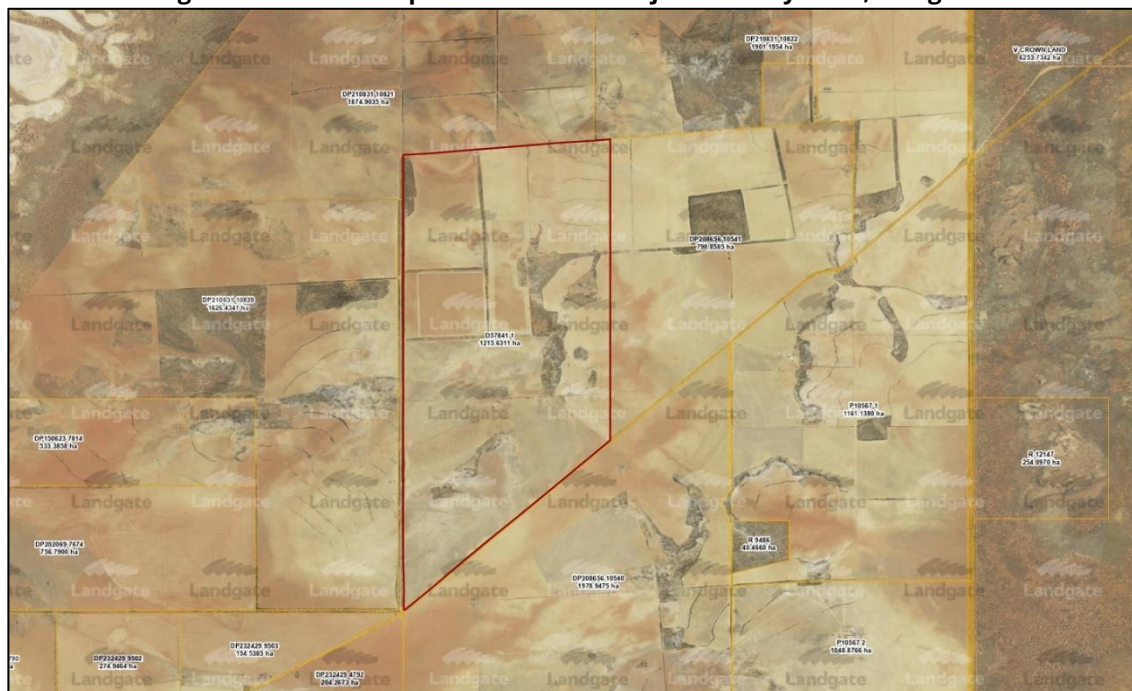
A copy of the application is provided as **separate Attachment 15.4.1**.



**Figure 15.4.3 – Aerial photo of Lot 4754 Solomon Road, Bowgada**



**Figure 15.4.4 – Aerial photo of Lot 1 Perenjori-Rothsay Road, Bowgada**



In support of their proposal the applicant has noted that:

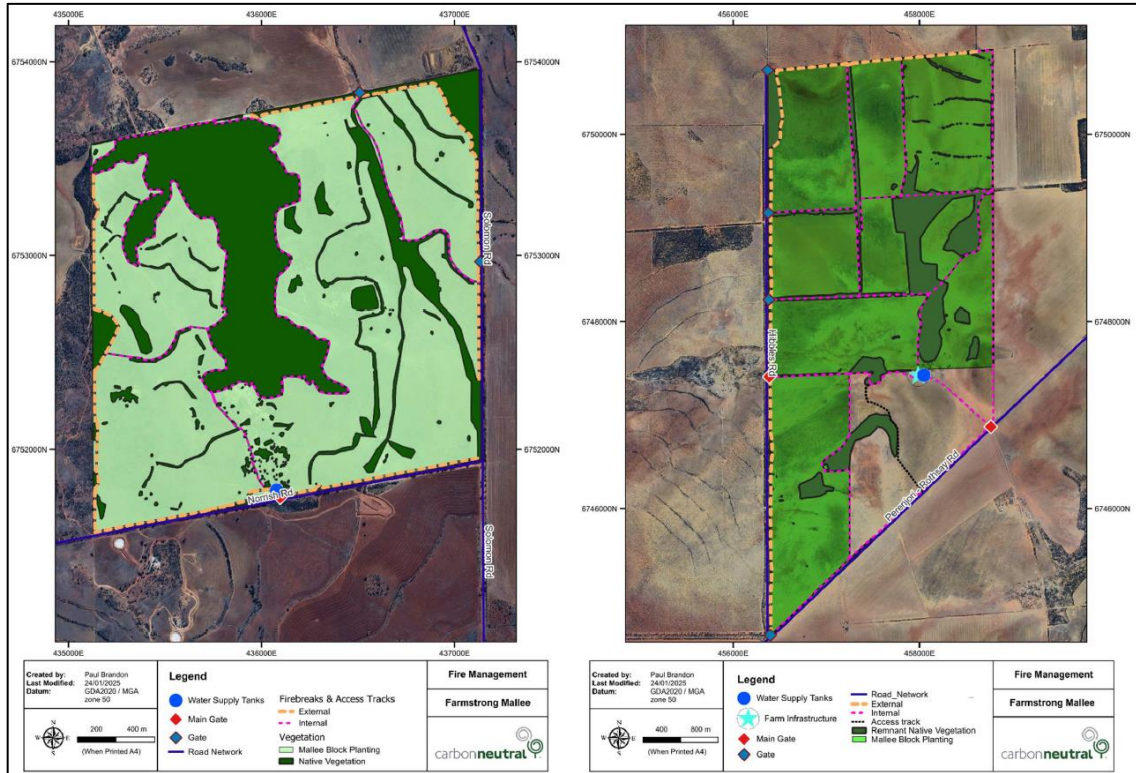
*"Carbon Neutral understands the general concern Shires have over declining population bases and loss of agricultural production from a range of causes. It is Carbon Neutrals philosophy to contribute positively to addressing these issues by facilitating ongoing agricultural production wherever appropriate and sensible on its tree farms, and offering alternative income streams to contribute to local communities.*

*The proposal for Farmstrong incorporates ongoing agricultural production but is essentially a 'whole of Lot' application for a tree farm. Carbon Neutral is seeking approval of this proposal under Clause 8.1.1 ("Variations") of the Policy and has engaged an independent consultant to provide a land capability assessment for the Shire's consideration.*

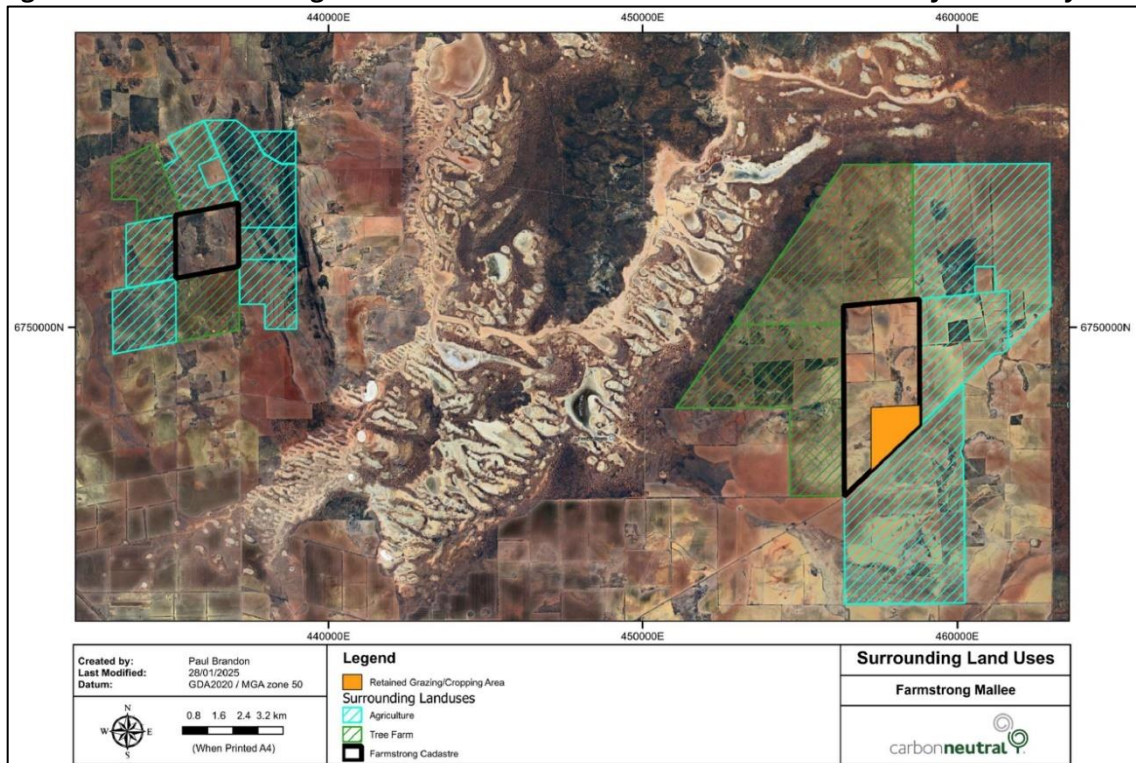
*This independent assessment is attached."*



**Figure 15.4.5 – Proposed Planting and Fire Management Plan for Lot 4754 Solomon Road & Lot 1 Perenjori-Rothsay Road, Bowgada**



**Figure 15.4.6 – Surrounding Land Uses to Lot 4754 Solomon Road & Lot 1 Perenjori-Rothsay Road**



## Statutory Environment

Lot 4754 Solomon Road & Lot 1 Perenjori-Rothsay Road, Bowgada are zoned 'Rural' under the Shire of Perenjori Local Planning Scheme No.3 ('the Scheme') which lists the objectives for this zone as being:

- To provide for the maintenance or enhancement of specific local rural character.
- To protect broad acre agricultural activities such as cropping and grazing and intensive uses such as horticulture as primary uses, with other rural pursuits and rural industries as secondary uses in circumstances where they demonstrate compatibility with the primary use.

- *To maintain and enhance the environmental qualities of the landscape, vegetation, soils and water bodies, to protect sensitive areas especially the natural valley and watercourse systems from damage.*
- *To provide for the operation and development of existing, future and potential rural land uses by limiting the introduction of sensitive land uses in the Rural zone.*
- *To provide for a range of non-rural land uses where they have demonstrated benefit and are compatible with surrounding rural uses."*

This proposal would meet the definition of a 'Tree Farm' which is defined in the *Planning and Development (Local Planning Schemes) Regulations 2015* as being: *"means land used commercially for tree production where trees are planted in blocks of more than one hectare, including land in respect of which a carbon right is registered under the Carbon Rights Act 2003 section 5"*

'Tree Farm' is listed as a 'D' use in the Scheme Zoning Table for the 'Rural' zone which *"means that the use is not permitted unless the local government has exercised its discretion by granting development approval"*.

Schedule 2 Part 9 Clause 67 of the *Planning and Development (Local Planning Schemes) Regulations 2015* lists the following relevant matters to be considered by local government in considering a development application:

- "(a) the aims and provisions of this Scheme and any other local planning scheme operating within the Scheme area;...*
- ...(e) any approved State Planning Policy;*
- (f) any policy of the Commission;*
- (fa) any local planning strategy for this Scheme endorsed by the Commission;*
- (g) any local planning policy for the Scheme area;...*
- ...(m) the compatibility of the development with its setting, including –*
  - (i) the compatibility of the development with the desired future character of its setting; and*
  - (ii) the relationship of the development to development on adjoining land or on other land in the locality including, but not limited to, the likely effect of the height, bulk, scale, orientation and appearance of the development;*
- (n) the amenity of the locality including the following —*
  - (i) environmental impacts of the development;*
  - (ii) the character of the locality;*
  - (iii) social impacts of the development;*
- (o) the likely effect of the development on the natural environment or water resources and any means that are proposed to protect or to mitigate impacts on the natural environment or the water resource;...*
- ...(q) the suitability of the land for the development taking into account the possible risk of flooding, tidal inundation, subsidence, landslip, bush fire, soil erosion, land degradation or any other risk;*
- (r) the suitability of the land for the development taking into account the possible risk to human health or safety;...*
- ... (w) the history of the site where the development is to be located;*
- (x) the impact of the development on the community as a whole notwithstanding the impact of the development on particular individuals;...*
- ...(zb) any other planning consideration the local government considers appropriate."*

## **Policy Implications**

The Shire adopted its Tree Farm Local Planning Policy at its 21 March 2024 meeting to assist applicants by providing general guidelines and a clear outline of the Shire's position and to assist Council in determining applications for tree farms by setting out matters to have regard for when assessing applications.

A copy of the Tree Farm Local Planning Policy can be viewed at the following link:

[shire-of-perenjori-local-planning-policy-no-1-tree-farms](#)

The policy has the following objectives:

- *To actively encourage the integration of tree farms with existing agricultural uses as a complementary but integrated use. Traditional agricultural activities such as cropping, grazing, and food production should generally remain the predominant use.*
- *To actively oppose the use of an entire lot area for tree farms (particularly where it contains a dwelling) unless the applicant has clearly demonstrated extenuating circumstances or provided significant justification warranting support for a variation to any aspect of this Policy.*
- *To support applications that actively integrate tree farms with existing agricultural activities on lots in recognition of the economic, environmental and social benefits.*

- *To encourage planting areas with linkages to existing remnant vegetation on the same lot or adjacent lots. Where appropriate encourage linkages with vegetation on adjacent reserves however consult with the relevant reserve authority or manager.*
- *To protect and enhance native vegetation, wetlands and water courses and assist in the reduction of salinity, waterlogging and erosion.*
- *To support continuing broad acre agriculture and production as the primary and priority land use in the Rural zone, consistent with the planning framework's underlying theme to protect productive agricultural land.*
- *To minimise the potential for any loss of population or agricultural land through the use of the entire lot area for tree farms, and encourage tree farms that provide a supplementary income to farmers.*
- *To achieve tree farm layouts which do not compromise the fire safety of the local community or the biodiversity conservation and management of reserves.*
- *To achieve high quality bushfire management plans which are independent and self-sufficient.*
- *To encourage the selection of tree species that are complementary to native remnant vegetation and will assist in maintaining landscape function."*

The policy outlines the need for planning controls with regards to tree farms noting that:

*"With new emerging tree farms for carbon sequestration, Council is concerned over the potential for these to be developed on whole lots. Council is particular concerned over the accumulative impact of tree farms on entire lots over time, and the potential for population loss and a reduction of food production.*

*Some applicants may propose long term harvesting whilst other may not nominate to harvest at all (means the land may never revert back to traditional agricultural uses.)*

*Whilst some of the issues are difficult to quantify, this policy aims to encourage an integrated approach of plantings with more traditional farming or agricultural uses.*

*The Policy recognises that the development of whole lots for tree farms discourages the continuation of broad hectare farming in a way the development of a tree farm at a smaller scale would not."*

Approximately 32% of Lot 4754 is remnant vegetation and the applicant proposes to revegetate the previously cleared/currently farmed 68% remaining portion of Lot 4754 in its entirety.

Approximately 13% of Lot 1 is remnant vegetation and the applicant proposes to revegetate 71% of Lot 1 that is previously cleared/currently farmed and retain 16% for farming.

This application exceeds Council's Policy criteria that establishes a general maximum planting area of 30-35% of the property and has therefor been presented to Council for determination rather than be determined by Shire staff under delegated authority.

#### *"8.0 Policy Requirements*

*In assessing any application for a tree farm Council will have regard for the following matters;*

##### *8.1 Continuing Agricultural Activities*

*Traditional agricultural activities such as cropping, grazing and food production should generally remain the predominant land use with tree farms as an ancillary integrated and complementary use.*

*This Policy does not attempt to introduce maximum planting areas by means of a percentage of the lot area, simply because some flexibility needs to be afforded.*

*As a general rule the Shire will assess if a tree farm area is 'ancillary' having regard for;*

- 1 The area of each lot;*
- 2 The proportion or percentage of the tree farm area on a lot by lot basis. Generally a 30-35% maximum planting area is construed as ancillary although each application will be assessed on its merits on a 'case by case' basis;*
- 3 The extent of existing remnant vegetation areas; and*
- 4 Whether a significant portion of each lot can continue to be used for traditional extensive agriculture or for food production.*

*Council will be able to clearly identify whether agriculture remains as the primary use, simply because detailed site plans are lodged for all applications and show the extent of planting areas. This Policy aims to actively encourage the integration of tree farms with traditional agricultural farming activities. Whilst there are other factors contributing towards reductions of rural population, Council wishes to ensure that new land uses do not exacerbate an existing ongoing problem.*

*Council will not generally support the planting of whole lots for tree farms due to the potential for the displacement of agricultural pursuits and loss of agricultural land.*



*There is a general presumption against 'whole of lot' tree farms in the Rural zone, unless a proponent can demonstrate to the Council's satisfaction that there are exceptional circumstances that warrant a variation in accordance with Clause 8.1.1.*

*Council considers that the development of whole lots with tree farms is inconsistent with the Scheme's objective to protect broad acre agricultural activities in the Rural zone as:*

- (a) Tree farms may not be harvested except in the long term, or in the case of carbon sequestration plantings, not at all;*
- (b) The concept of broad hectare farming primarily contemplates the continuation of traditional productive agricultural activities;*
- (c) The use of an entire lot for a tree farm to the exclusion of traditional productive agricultural activities does not involve an appropriate integration of rural land uses, but instead runs the risk that the entire lot will never be returned to productive use, and at the very least involves a diminution of the productive capacity of the land;*
- (d) Any proposed whole lot tree farm discourages the continuation of broad hectare farming in a way the development of a tree farm at a smaller scale would not. Integrated ancillary plantings consistent with this Policy serve to encourage the retention of productive agricultural activities whereas whole lot plantings have the opposite effect;*
- (e) Tree farms that are not well managed or have no on site manager (with absentee ownership) or are abandoned, can cause significant long term land use conflict with surrounding broad acre farming or intensive agricultural activities due to increased bushfire risk, lack of fire break maintenance, lack of general property maintenance, uncontrolled weeds, and uncontrolled vermin or feral animals, including wild pigs.*

#### **8.1.1 Variations**

*In dealing with this matter, Council will have regard for any specific circumstances where a variation to this criteria 8.1.1 may be warranted, however in those cases the onus will be on the applicant to demonstrate the particular merits of a proposal or justification for an assessment on a 'whole lot' basis.*

*If an applicant seeks any variation or support for a tree farm on a 'whole lot' basis then the application should be accompanied by justification such as;*

- Comprehensive Land Capability Studies specific to the lot by a suitably qualified environmental consultant;*
- Farm Management Plan;*
- Site specific soil or water test results demonstrating areas not suitable for agricultural food production;*
- Photographs clearly showing shallow soils or rocky areas which visually demonstrate that areas on a lot are not suitable for traditional agriculture. A site plan should be provided that numbers each photograph, and shows the direction that the photograph was taken.*
- Demonstration that planting areas will have specific local environmental benefits for the lot(s) subject of the application (refer 8.3). For example, larger planting areas may be warranted as native vegetation block planting adjacent to a creek line, or for salinity prone areas.*

*Information and justification for a variation to this Policy needs to rely on site specific studies and information. General broad land capability mapping is not by itself considered to be sufficient as justification for a variation of this Policy."*

The received application, provided as **separate Attachment 15.4.1**, includes property assessments from Farmanco Management Consultants.

The assessment of Lot 4754 Solomon Road, Bowgada includes the following recommendation:

*"Soils were checked for soil type and drilled (with a long Tungsten drill bit) to check as well. The land was once farmed in a conventional sense for cropping and most likely livestock. There is one equipped water supply and a small tank. No infrastructure. There is no evidence of recent farming cultivation or planting of a crop on the farm. It may have been cropped a few times in the last twenty years, (but without substantive satellite imagery that is an estimate)...  
...The majority of this farm is not suited to profitable cropping or grazing currently. With trees planted it will be suited to low density grazing after trees are established. (If it is fenced and water supplies are upgraded).  
My recommendation is that this farm be planted with trees. My view is that it should be ripped (as has significant areas of shallow soil types) with a dozer or grader to a depth of 500 to 750mm to improve*

*the long-term success of the tree planting and improve growth rates of trees planted. Once the trees are established it will be suitable to have sheep livestock run on it at low stocking rates or rotationally grazed with adjoining properties. This would keep weeds and grass levels down to low levels. This would also help maintain the boundary fence and water supply as well as ensure the land is productive with multiple land use for the longer term."*

The assessment of Lot 1 Perenjori-Rothsay Road, Bowgada includes the following recommendation:

*"This property has been actively farmed recently. The fences are in very good condition and there is water piped to all paddocks. The country near the house was cropped in 2024.*

*This farm has predominantly lighter soil types which are most likely acidic. There are significant amounts of poverty bush on this farm.*

*The majority of this farm is not suited to profitable cropping or grazing currently. It would need very high uneconomic rates of lime sand and soil amelioration to enable plant roots to access soil moisture. My recommendation is that this farm be planted with trees. My view is that lighter soils should be ripped with a tree planter. Shallower soils would ideally be ripped with a dozer or grader to a depth of 500 to 750mm to improve the long-term success of the tree planting and improve growth rates of trees planted. Once the trees are established it will be suitable to have sheep livestock run on it at low to medium stocking rates or rotationally grazed with adjoining properties. This would keep weeds and grass levels down to low levels. This would also help maintain the boundary and internal fences and water supply as well as ensure the land is productive with multiple land use for the longer term."*

### **Strategic Implications**

The Western Australian Planning Commission's State Planning Policy 2.5 - Rural Planning notes the following in relation to applications of this nature:

*"Tree farming is an umbrella term used to describe the planting of trees to generate economic return and/or environmental benefits. It has been a rapidly emerging industry in a number of rural locations across the State. Usually this has involved the planting of trees for harvest. However, more recently the planting of trees for carbon sequestration has emerged as a new rural land use. Tree farming which involves harvesting is a primary production activity that also sequesters carbon. The different types of tree farms i.e. integrated, chip logs or saw logs, require varied planning approaches.*

*WAPC policy in regard to tree farming is:*

- (a) tree farming is supported and encouraged on rural land as a means of diversifying rural economies and providing economic and environmental benefit;*
- (b) tree farming should generally not occur on priority agricultural land;*
- (c) tree farming should generally be a permitted use on rural land, except where development of a treefarm would create an extreme or unacceptable bushfire risk or when responding to specific local circumstances as identified in a strategy or scheme;*
- (d) local govts should manage the location, extent and application requirements for tree farming in their communities through local planning strategies, schemes and/or local planning policies;*
- (e) in planning for tree farming, local government considerations should include but are not limited to, potential bushfire risk, environmental and economic factors, water availability and recharge, visual landscape impacts, transport impacts of tree farming (where harvesting is proposed), planting thresholds, appropriate buffers, and location relative to conservation estates and sensitive land uses;*
- (f) where tree farm proposals are integrated with farm management for the purpose of natural resource management and occupy no more than 10 per cent of the farm, the proposal should not require local government development approval; and*
- (g) the establishment of tree farms does not warrant the creation of new or smaller rural lots."*

A copy of the WAPC's SPP2.5 can be viewed at the following link:

[State Planning Policy 2.5 - Rural Planning - December 2016 \(www.wa.gov.au\)](https://www.wa.gov.au/government/publications/state-planning-policy-2.5-rural-planning-december-2016)

The 'Code of Practice for Timber Plantations in Western Australia' was first prepared by the Forest Industries Federation (WA) in partnership with the State Government in 2006 and updated in 2014 and a copy of the document can be viewed at the following link:

[Code of Practice for Timber Plantations in Western Australia](https://www.wa.gov.au/government/publications/code-of-practice-for-timber-plantations-in-western-australia)

The Code of Practice notes that:

*"The purpose of this Code is to provide goals and guidelines to plantation managers so that operations in plantations in Western Australia are economically competitive and sustainable and are consistent with other resource management objectives.*

*The Code also facilitates assessment of State timber plantation practices by the Australian Government. This was a prerequisite to ensure that controls on the export of unprocessed wood from public and private plantations are removed.*

*The Western Australian Planning Commission and local town planning schemes can rely upon the adoption of, and adherence to, this Code by plantation managers as an integral part of the planning and land-use process, whether or not formal planning approval is required.*

*Local governments can rely on adherence to this Code where planning approval for the establishment of a plantation is not required under a town planning scheme (i.e. is a permitted land use).*

*Compliance with this Code will provide:*

- the plantation industry with confidence to secure export opportunities for plantation products without additional licences or approvals;*
- plantation managers with a single reference document encompassing all relevant rules and regulations relating to plantations in Western Australia; however, plantation managers should be aware that this Code might not reflect the current status of regulations as they may change over time;*
- increased confidence for investors dealing with plantation managers;*
- a professional, credible and sustainable industry by establishing the framework within which growers can apply best practice; and*
- an environmentally conscious market with sustainably produced wood or wood derived products."*

The Department of Fire & Emergency Services also have the 'Guidelines for Plantation Fire Protection' that can be viewed at the following link:

[Publications \(dfes.wa.gov.au\)](https://publications.dfes.wa.gov.au)

### **Consultation**

Council is not obliged to undertake consultation, however, it can refer the application to surrounding landowners and the Department of Primary Industries & Regional Development, the Department of Fire & Emergency Services, the Department of Water & Environmental Regulation, and the Department of Biodiversity, Conservation & Attractions inviting comment should it wish to do so.

### **Financial Implications**

Nil

### **Strategic Community Plan**

Goal 2: Eco-friendly, attractive and well-maintained towns, surrounded by outstanding natural beauty, landscapes, flora and fauna to be protected and enjoyed

2.2. Land use and building regulations are designed and administered to meet the current and future needs of the community

### **Officer Comment**

The introduction of carbon planting to Mid West Shires in the last decade has become increasingly common and an issue that Councils have generally accepted but with some cautionary principles to ensure that they are located and managed appropriately.

Councils have occasionally raised concern that traditional agricultural activities such as cropping, grazing and food production should generally remain the predominant land use in its productive rural areas and that agroforestry or carbon plantations should remain as ancillary and complementary uses rather than displacing ones. Whilst there are other factors contributing towards reductions in rural populations, Councils have typically wished to ensure that new land uses do not exacerbate an existing ongoing issue.

Council have often sought to encourage tree farms in areas subject to land degradation, including areas of high salinity, water logging, and high levels of chemical contamination where there are clear natural resource management benefits, and discourage them upon land that is considered to be of high agricultural value or contain strategic surface gravel deposits required for the maintenance and construction of road networks.

Concerns have also been raised in the past where tree farms are managed remotely with only occasional visitation from employees who are attending to a series of plantations across a wide region, and how this can differ from the ability to control invasive species and manage fire risk more typically available when owners/operators are residing on-site.

## OFFICER RECOMMENDATION

**Council Resolution Number:**

**Moved:**

**Seconded:**

**That Council grant formal planning approval for a Tree Farm upon Lot 4754 Solomon Road and Lot 1 Perenjori-Rothsay Road, Bowgada subject to the following:**

**Conditions:**

1. Development shall be in accordance with the management plan included as Attachment 15.4.1 (with the February 2025 Council Agenda) and subject to any modifications required as a consequence of any condition(s) of this approval. The endorsed plans shall not be modified or altered without the prior written approval of the local government.
2. Any additions to or change of use of any part of the land (not the subject of this consent/approval) considered by the Shire Chief Executive Officer to represent significant variation from the approved development plan requires further application and planning approval for that use/addition.
3. The applicant is to implement and maintain reporting mechanisms for complaints concerning the operation of the development. In the event of a substantiated complaint being received the applicant is required to demonstrate mitigation response(s) to the approval of the local government. Such response(s) will be treated as conditions of approval/required modifications to the management plan.
4. The water infrastructure on the tree farm (both existing and any additional infrastructure that may be required for fire management purposes) must at all times be maintained to a standard satisfactory to the Shire of Perenjori.
5. Water adequate for both the managed grazing of the tree farm and fire management must be provided at all times.
6. Vehicle access, water tanks and vegetation about the residence, outbuilding(s) and infrastructure must be maintained in accordance with the Asset Protection Zone requirements as contained in the Department for Planning, Lands and Heritage's *Guidelines for Planning in Bushfire Prone Areas* (document and appendices).

**Advice Note:**

- (a) The management plan must display regard for the 'Code of Practice for Timber Plantations in Western Australia' (Forest Industries Federation WA, 2014), the 'Code of Practice for the use of agricultural and veterinary chemicals in WA' (Department of Primary Industries & Regional Development, 2005), the 'Guidelines for Plantation Fire Protection' (Department of Fire & Emergency Services, 2011) and Shire of Perenjori Tree Farms Local Planning Policy.
- (b) If an applicant is aggrieved by this determination there is a right (pursuant to the *Planning and Development Act 2005*) to have the decision reviewed by the State Administrative Tribunal. Such application must be lodged within 28 days from the date of determination.

**Motion put and carried / lost**

**For:**

**Against:**

[Next Item](#)

Planning Application and  
Management Plan

for

# Farmstrong Reforestation Project

Shire of Perenjori

January 2025

Prepared by:



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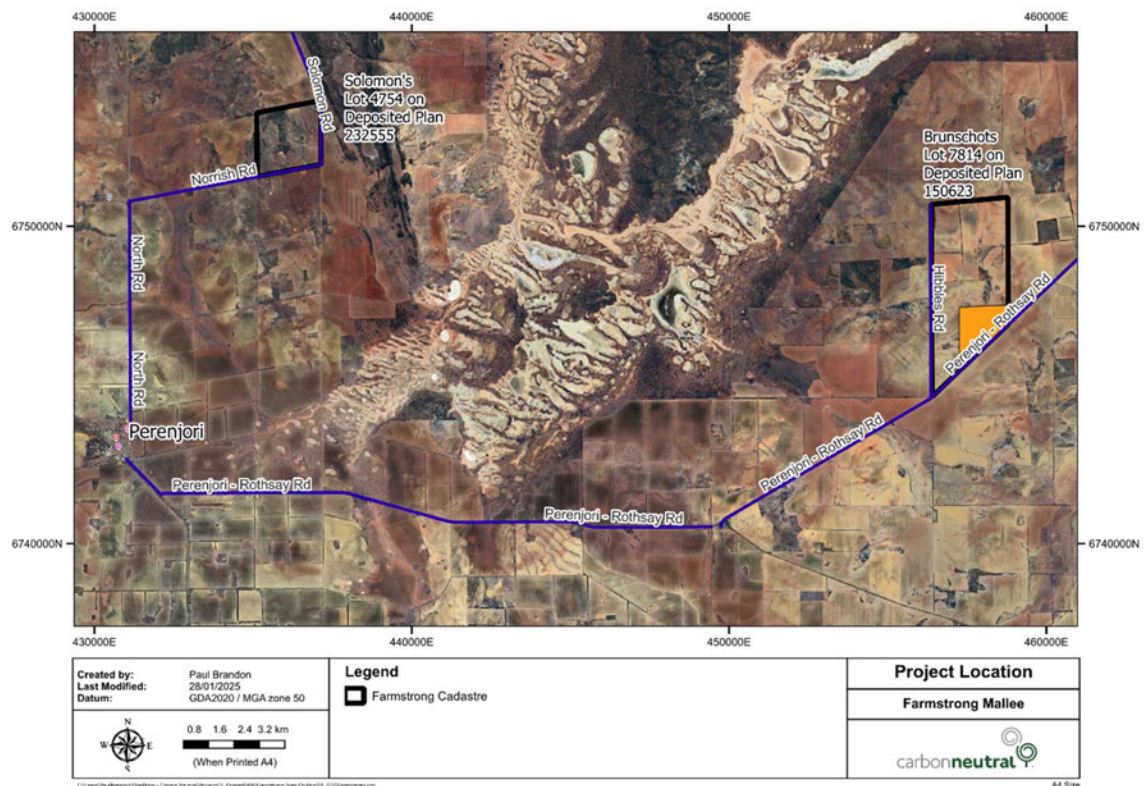
## 1. Summary of Proposal

Carbon Neutral are proposing to undertake a tree farm project at 'Farmstrong', an aggregation of two properties located at 2891 Perenjori-Rothsay Rd, Perenjori, WA and lot 4754 on deposited plan 232555 in the locality of Bowgada, 6623, WA.

### Locations

A full map of the property location is shown in **Figure 1** and the lot details and extents are provided in **Table 1**.

**Figure 1: Project Cadastral boundaries**



**Table 1: Title details**

Deposited Plan	Lot No	Area of Lot (ha)	Proposed Planting Extent (ha)
DP150623	7814	405	275
P232555	4754	1620	865

**Table 2: Landowner contact details**

<b>Current Landowner</b>	<b>New Landowner</b> (pending settlement of purchase)
D & D Farming Pty Ltd P.O Box 647 Balcatta, WA, 6914 Contact: Matthew Priddis Director Matt.priddis@infrontabs.com.au	Carbon Neutral Pty Ltd 197 St Georges Terrace PERTH WA 6000  Contact: Nevin Wittber Chief Operating Officer <a href="mailto:nevin.wittber@carbonneutral.com.au">nevin.wittber@carbonneutral.com.au</a> M: 0407 773 584

#### Approval

The proposal for Farmstrong incorporates ongoing agricultural production through ongoing use of the properties for grazing and retention of 200 ha of cropping land in the southeastern portion of the Perenjori-Rothsay Road lot. All fence and water infrastructure will be maintained for these purposes. However, the proposed project is essentially a 'whole of Lot' application for a tree farm. Carbon Neutral is seeking approval of this proposal under Clause 8.1.1 ("Variations") of the Shire of Perenjori – Local Planning Policy No 1 – Tree Farms and has engaged an independent consultant to provide a land capability assessment for the Shire's consideration.

This independent assessment is attached.

There are no other planning constraints on the proposal.

#### Adjacent Land Uses

There are no adjacent land uses the proposal will impact.

#### Site Management

Carbon Neutral employs a Farm Manager based in Perenjori, keeping in contact with neighbours, maintaining infrastructure, monitoring firebreak condition, monitor for fire outbreaks, and assist with fire suppression as a part of normal brigade, community, and neighbour activity.

The Farm Manager is contactable outside normal working hours and can assist with any query or activities on Carbon Neutral's properties.

#### Fire Management

External firebreaks will be maintained at 10m around the external boundaries of the property, with a setback of 15m for tree plantings. Internally, 6m wide firebreaks will maintain individual planting areas to approximately 100 ha. A readily available water reserve of 50,000 litres will be maintained on each of the lots to facilitate firefighting efforts on the property and surrounding area.

#### Pest Management

Vermin on the property will be actively managed via culling and 1080 baiting when required. The property will be included in broader community campaigns for vermin control.



## 2. Intent of this Document

This document addresses the requirements of the Shire of Perenjori, Local Planning Policy No 1 – Tree Farms.

A small amount of background information is provided, but headings and information generally follow the order and requirements of the Shire’s Policy.

The information within, meets the requirements of a ‘Management Plan’ for the ongoing management of the tree farm project.

## 3. Project and Objectives

### Background

Carbon Neutral specialises in reforestation of woodlands targeting less productive farming landscapes of the northern wheatbelt but integrating this with agricultural outcomes on a property-by-property basis wherever this is appropriate and sensible.

Carbon Neutral have recently placed an offer to purchase “Farmstrong”, conditional on Shire approval for the establishment of a “tree farm”.

Farmstrong is an agricultural property, that has been utilised primarily for sheep grazing in recent years. The development proposes:

- Retention of full grazing and cropping across ~200 ha of the “Brunschots”.
- Managed grazing operation throughout the planting, once the trees are sufficiently established.

### Timeline of reforestation activities

Proposed establishment year: 2025 and 2026

Timing is of critical importance to successful outcomes in establishment activities. Carbon Neutral is accustomed to working with the critical timelines of reforestation projects each year.

March 2025	Settlement of property
April/May 2025	Final restoration planning, final silvicultural design. Organisation of resources and personnel. Site mark out, scalping, and deep ripping if required. Direct seeding. Stock removed.
Jun/Jul 2025	Site cultivation (light scalping and light ripping for seedlings) Seedling planting following significant rain.
Aug/Sep 2025	Pest monitoring and treatment as required
Oct/Nov 2025	Monitoring for insect impact, follow up spraying
2025	Repeat of above for infill and remaining unplanted areas.

The management of Farmstrong by Carbon Neutral has the following objectives:

#### Commercial Objective

*To establish mallee plantings that allow for ongoing grazing, once sufficiently matured (~3 years) and to establish and maintain a mixed-species woodland based on the original pre-European vegetation at the site, for the purposes of long-term carbon sequestration and permanent biodiversity restoration. While the woodland is to be retained in perpetuity and will not be cleared or harvested, there is scope for harvest of forest products such as honey, and inclusion as part of a managed grazing regime.*

#### Natural Resource Management Objective

*To establish woodland vegetation that is self-sustaining, self-regenerating and adaptable through time. The revegetation will improve biodiversity values on the site and in the local area. It will provide habitat for flora and fauna, sequester and store carbon dioxide from the atmosphere, rejuvenate soil structure, increase soil organic matter, reduce soil erosion, reduce water recharge to saline groundwater aquifers, and help attract rainfall.*

#### Community Objective

*To enhance the natural aesthetics of the Bowgada landscape and to maintain land for ongoing agricultural activity. To adhere to good neighbourly practices, carry out responsible fire risk mitigation, and operations in accordance with all the respective legal, environmental, and social obligations of the State of Western Australia.*

## 4. Planning Approvals

Carbon Neutral understands the general concern Shires have over declining population bases and loss of agricultural production from a range of causes. It is Carbon Neutrals philosophy to contribute positively to addressing these issues by facilitating ongoing agricultural production wherever appropriate and sensible on its tree farms, and offering alternative income streams to contribute to local communities.

The proposal for Farmstrong incorporates ongoing agricultural production but is essentially a ‘whole of Lot’ application for a tree farm. Carbon Neutral is seeking approval of this proposal under Clause 8.1.1 (“Variations”) of the Policy and has engaged an independent consultant to provide a land capability assessment for the Shire’s consideration.

This independent assessment is attached.

#### Culture and Heritage

No known European or Aboriginal heritage places are identified on the property.

#### Threatened Ecological Communities

No threatened ecological communities are known to occur on the property.

#### Remnant Vegetation

350 ha of remnant vegetation extends across both properties. The remnant native vegetation totals 143 ha on “Brunschofs” and is comprised primarily of wattle, casuarina and teatree thickets. The vegetation on “Solomons” comprises woodlands typical of the area, comprised of species such as

York gum, salmon gum, Goldfields; gimlet, which extent across 208 ha, primarily in the higher rocky terrain and across the contour embankments on the site.

## 5. Continuing Agricultural Activities

Carbon Neutral recognises the importance of ongoing food production across Western Australia's agricultural regions and is committed to supporting agricultural activities wherever appropriate across its tree farm estate.

### Soil Systems

The soils of the eastern lot are comprised of yellow or brown deep sands. The western lot has a more varied soil distribution, owing to its proximity to the banded iron formation to the east. The western three quarters of the site is comprised of yellow or red sandy earths, that transition to calcareous loamy earths and stony soil in the northeastern corner. **Figure 2** summarises the soil distributions across the lots.

### Grazing

The proposed planting areas on the property will all be available for ongoing grazing once the vegetation has sufficiently matured (generally after 3 years). As "Farmstrong" occurs in an area where grazing has historically occurred, Carbon Neutral commits to:

- Retain existing fencing infrastructure (where this is still functional or repairable)
- Retain existing water infrastructure, and
- Re-introduce managed grazing to the property from Yr3 onwards.

Managed grazing means grazing in a sustainable manner by controlling livestock density and timing of grazing considering the seasonal outlook, available feed, and stock numbers.

### Cropping

The occurrence of extensive contour embankments on the western lot combined with the continued trend of decreasing rainfall amounts and reliability in the region is likely to make the site more marginal for dryland cropping. The proposal does not intend to facilitate cropping activities on the properties outside of the 200 ha area in the southern eastern portion of "Bruschots".

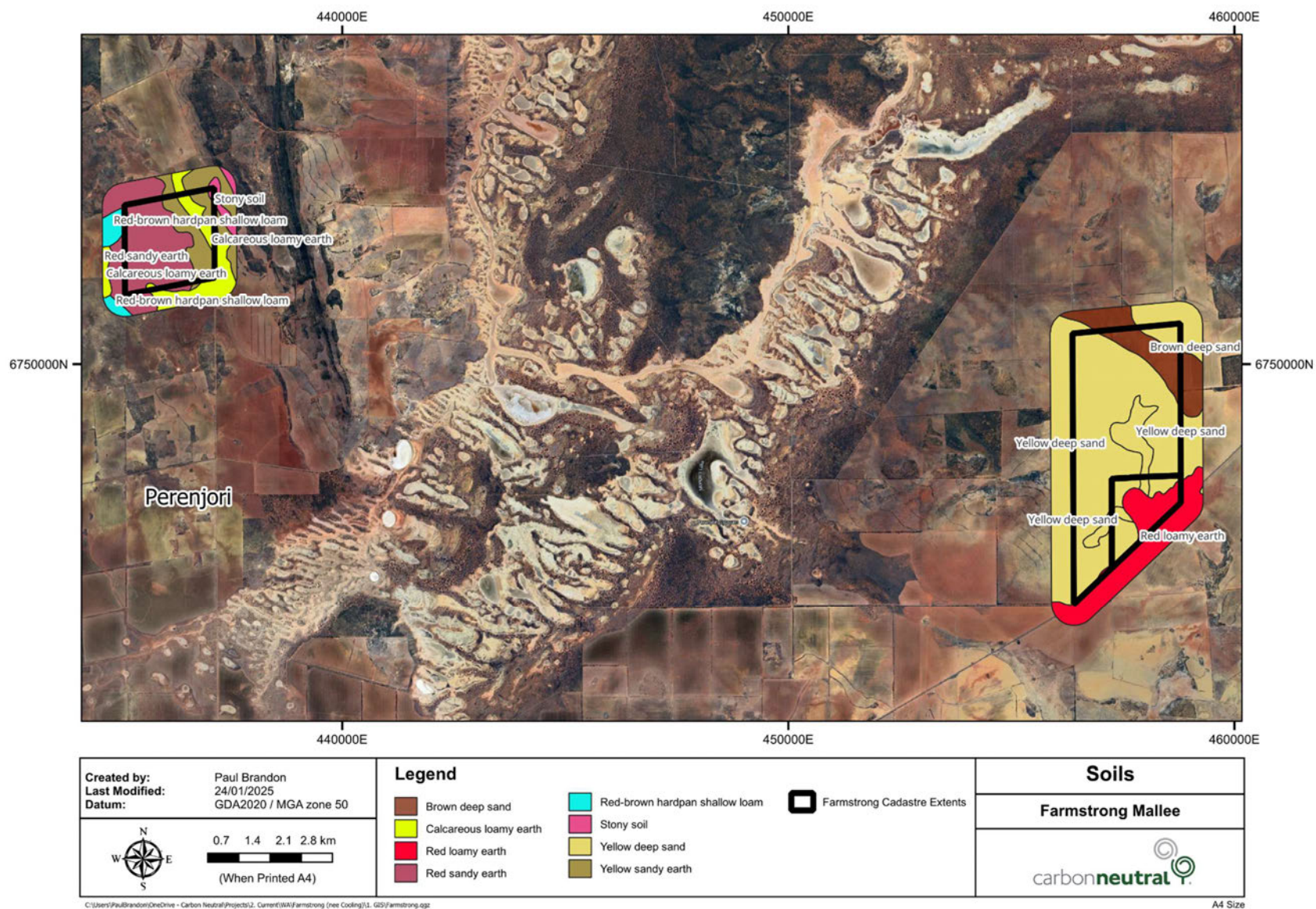
### Salinity

Surface soil salinity is not known to occur across either lot. Revegetation of the property will alleviate salinity risk on and beyond the properties' boundaries.

### Land Capability Assessments

An independent assessment of the land capability has been arranged is enclosed with this application.

Figure 2: The soil types found in the immediate vicinity of the project. Data sourced from the Soil\_Group\_DPIRD\_076 spatial dataset



## 6. Compatibility with Adjacent Land Uses

Farmstrong occurs across the localities of Bowgada and Perenjori. The “Brunschots” is surrounded by freehold land, with Carbon Neutral ‘tree farms’ bordering immediately to the west and north, and mixed cropping/grazing farms to the east and south. “Solomons” is mostly surrounded by mixed freehold agricultural properties with a pre-existing Carbon Neutral tree farm bordering the north western side. Additionally, Intra Earth’s ‘tree farm’ is located directly south of the western lot.

Consistent with the Shire’s Local Planning Policy (Clause 8.2), it is confirmed the proposal:

1. Is not in proximity to any land zoned or earmarked for residential development, rural residential development or smaller lots with potential for dwelling development.
2. Is not in proximity to any commercial properties, or other areas such as public recreation reserves, which may be sensitive to the exposure of pesticides (mainly if any aerial spraying is proposed).
3. Has no tree harvesting activity proposed and therefore no impact on road network capabilities.
4. Does not conflict with any objectives of the local strategic plan.
5. Does not impact any tourist and recreation uses.
6. Is not in proximity to any airstrips.
7. Is not in proximity to conservation areas and reserves.
8. Does not provide any elevated bushfire risk to buildings or infrastructure on the property or on adjacent lots.

## 7. Restoration Management Plan

This proposal is consistent with many aspects of the Shire’s Local Planning Policy (Clause 8.3).

### Mitigating Salinity

The reforestation plan includes York Gum, Acacia, and Allocasuarina-dominated vegetation types that will access the local aquifer, moderating its level, preventing the development of surface salinity.

### The Species to be Planted:

Carbon Neutral intend to plant several mallee taxa endemic to the northern wheatbelt region, many of which have ranges that extend into the more arid rangelands to the east of the project area. Consequently, the plantings are expected to be reasonably resilient to expected future climate change. The habitat, distribution and growth habit of the selected taxa are summarised in **Table 3**.

Table 1: Mallee Eucalypt species that are proposed to be planted at Farmstrong

Taxa	Common Name	Distribution	Habitat	Growth Habit	Typical Height at Maturity
<i>Eucalyptus cometae-vallis</i>	Comet Vale mallee or Cowcowing mallee	Widespread with few and sparse populations mostly throughout the northern wheatbelt. Extending eastward from Coorow and Mullewa, south-eastwards to the Bruce Rock area and eastwards to the Menzies area in the goldfields	Occurs on the margins of natural drainage lines and lake systems, less frequently occurring on more elevated sites in red sandy loams.	Mallee	7 m
<i>Eucalyptus dolichocera</i>	Kalbarri Red Mallee or Nerren Nerren mallee	primarily coastal	red sandy loams and pale brown sands, mostly over limestone	Mallee	6 m
<i>Eucalyptus ewartiana</i>	Ewart's mallee	Widespread but scattered across the northeast inland wheatbelt and rangelands	Deep reddish loams to shallow sands over gravelly ironstone loams and clays and shallow, pale brown to reddish loams over stony gravelly substrates	Mallee	7 m
<i>Eucalyptus horistes</i>	pointed-bud mallee, Wongamine mallee	Scattered and widespread throughout the wheatbelt regions, from the Kalbarri region southwards to the Katanning and Jerramungup areas, extending eastwards into the rangelands and goldfields.	lateritic rises, drainage lines, sandplains. Found on red sandy loams in the rangelands	Mallee	8 m
<i>Eucalyptus sargentii</i> subsp. <i>onesis</i>	Mortlock River mallee	Very restricted distribution in the central-western wheatbelt, with sparse populations occurring from south of bindi bind, southward to the east of York	Lake-side and natural drainage lines	Mallee	6 m
<i>Eucalyptus jucunda</i>	Yuna mallee	Confined to the northern wheatbelt, from north of Three Springs through to Toolonga Nature Reserve (North of Kalbarri)	Deep yellow sands to red sandy loams	Mallee	7 m
<i>Eucalyptus kochii</i> subsp. <i>borealis</i>	Mullewa Mallee	Confined to the northern wheatbelt from north of the Murchison River, extends south to Morowa	Red sand, yellow sandy loam, red loamy clay, limestone. Slopes.	Mallee	12 m



<i>Eucalyptus leptopoda</i>	Tammin Mallee	Scattered and widespread distribution throughout the northern wheatbelt and adjoining pastoral rangelands, Koorda and Beacon regions mark the southern distribution of the species.	Sandplains and dunes and less commonly red sandy loams	Mallee	8 m
<i>Eucalyptus obtusiflora</i>	Dongara mallee	Mainly occurs throughout the northern wheatbelt, although cuts out before Morowa and other areas characterised by the same rainfall patterns/soils.	Occurs on a variety of landscapes from limestone coastal dunes to plains of red sandy loams (usually shallow loams over limestone). Also occurs on lateritic slopes and the tops of Wongan Hills.	Mallee	5 m
<i>Eucalyptus oldfieldii</i>	Oldfield's mallee	Widespread distribution from south and east of Shark Bay extending though the northern wheatbelt to the Dowerin and Koorda areas and eastward though the northern goldfields to the Great Victoria Desert.	Red or yellow sand, red loam, rocky soils, ironstone. Sandplains & ridges, rocky slopes of ranges.	Mallee	6 m
<i>Eucalyptus rigidula</i>	Stiff-leaved mallee, thick-rimmed mallee	Widespread and common on yellow sandplain landscapes from Nerren Nerren Station, extending through northern and central wheatbelt.	Yellow or red sands of undulating sandplains	Mallee	4 m
<i>Eucalyptus subangusta</i>	Ember mallee	Confined to the northern wheatbelt and associated pastoral rangelands from Mullewa in the north, extending south-eastwards to Goodlands and Kalannie and further east to the area north of Beacon.	Occurs in a variety of habitats from yellow sandplain to plains of red sandy loams to occasionally on stony rises.	Mallee	9 m



### Enhancing Existing Uses

The design will provide connections between existing remnant vegetation across the property and to adjacent remnant vegetation.

### Water Quality

Operations will be sensitive to existing erosion channels and aim to capture water higher in the landscape with the aim of allowing these channels to slowly revegetate.

Site preparation considers the likelihood of erosion from wind or water. Contour site workings will be used to minimise water erosion, and the presence of continuously curving lines prevent very large areas being exposed in the event of a damaging wind.

## 8. Relevant Codes of Practice

In addition to the laws of Western Australia, the following are relevant:

- Code of Practice for Timber Plantations in Western Australia (Forest Industries Federation (WA) Inc., 2014)
- Guidelines for Plantation Fire Protection (FESA, 2011)
- Code of Practice for the use of Agricultural Chemicals in Western Australia (2005, Agriculture Western Australia).

Plantation operations will be conducted with the requirement to abide by relevant safety standards, and only experienced and professional contractors will be engaged.

The requirements of these Codes is largely addressed in the section on Fire Management.

## 9. Management of Tree Farms

Carbon Neutral employs a Farm Manager based in Perenjori who will keep in contact with neighbours, maintain infrastructure, monitor firebreak condition, monitor for fire outbreaks, and assist with fire suppression as a part of normal brigade, community, and neighbour activity. Fire infrastructure and fire breaks will be formally inspected and maintained at least annually, as outlined in **Table 3**.

The Farm Manager is contactable outside normal working hours and can assist with any query or activities on Carbon Neutral's properties. A greater list of contacts is provided as part of the Fire Management Plan (see next section).

### Site Inspections and Maintenance Activities

Prescriptive formal site inspections will not be undertaken during the first three years of project implementation due to the frequent visitation of personnel to the property for establishment activities. During this period, the tree farm will be monitored regularly through on the ground observation, equivalent to the methods implemented by traditional agricultural land managers.

After the plantings have been established for three years, formal inspections will be conducted every six months. The inspections will occur in July/August to facilitate the timely maintenance of firebreaks prior to higher fire risk conditions later in the year, and December/January. The formal inspections are planned to be conducted by the local Carbon Neutral farm manager. It is anticipated that informal inspections will also be undertaken on a relatively regular basis as the property is visited for various purposes by the Farm Manager.

The formal inspections will cover the following aspects:

- Fencing condition
- Water infrastructure integrity checks
- Firebreak integrity
- Evidence of feral animal grazing pressure
- feral animal activity
- The presence, density and extent of weeds (particularly during the winter inspection)
- Plant disease and insect outbreaks.

A detailed summary of the inspection and maintenance regime that will be implemented is provided in **Table 3**. Note that Carbon Neutral will inform neighbours in writing of any activities that involve the placement of poison baits or the broadscale application of herbicides or pesticides as stipulated in the inspection and maintenance regime register (**Table 3**). A sufficient time allowance between the provision of written notice to neighbours and the implementation of the spraying will be enacted to ensure that any specific requests by neighbours can be accommodated prior to the commencement of spraying. All feedback from adjacent landholders will be handled in accordance with the complaints handling procedure.

Inspections and maintenance activities undertaken, will be recorded and made available on request.

#### Application of Insecticides, Herbicides and Fungicides, and Notification of Neighbours

The identification of destructive biological outbreaks (diseases and insects) during the formal site inspections or informally during site visits associated with other land management activities such as feral animal baiting, will trigger the organisation of a registered pest insect sprayer to the site to suppress the outbreak. The trigger will simultaneously trigger notification of neighbouring landowners in writing of the date and purpose of the insecticide spraying.

#### Vermin Control

Carbon Neutral will implement prescribed control measures to control declared pests on the land including foxes, rabbits, wild dogs, and pigs as required under the Biodiversity and Agriculture Management Act 2007 (WA). Carbon Neutral will maintain its membership to the Central Wheatbelt Biosecurity Association (and RBG's in other localities where properties are owned) and continue to support community wide control measures through that group.

Carbon Neutral engages professional shooters across its properties to assist it with controlling pests and vermin and maintaining other vertebrate numbers to acceptable levels. Carbon Neutral also plan to establish 1080 baiting for foxes and, if possible, feral cats at Farmstrong.

Carbon Neutral's local Farm Manager will monitor the property for pest, vermin and other vertebrate numbers and provide recommendations and advice about the appropriate control measures needed to be undertaken.

#### Complaint Handling Procedure

Written notification of neighbours of biological control measures (herbicide, insecticide, pesticides, feral animal management) will include a link/web address to the contact page on Carbon Neutral's website where the complaint can be registered. The complaint will be submitted to the email address [contactus@carbonneutral.com.au](mailto:contactus@carbonneutral.com.au) and the office phone number: 1300 851 211 that are actively monitored. Additionally, an item action will be generated in Carbon Neutral's enquiry system that will record the stages of the investigation/resolution process. The complaint will be directed to the appropriate member of the operations team and the resolution and outcomes of the complaints process will be documented.

**Table 3: The inspection and maintenance regime proposed for the project.**

Inspection Aspect	Frequency of Formal Inspection	Timing of Inspections		Triggers for Management/Maintenance Action	Maintenance Actions	Desired Outcome(s)	Contingent Management Action(s) (if required)
		Winter	Summer				
Grazing pressure by 'vermin' kangaroos	6 monthly	July/August	December/January	<ul style="list-style-type: none"> <li>Evidence of excessive grazing of vegetation</li> <li>count transect along firebreak identifies high numbers of kangaroos</li> <li>Estimated kangaroo population density is greater than 0.47 animals per hectare (goal density for area outlined in the 2024-2028 Commercial harvest of kangaroos).</li> <li>Evidence based complaints by neighbouring landowners</li> </ul>	<ul style="list-style-type: none"> <li>Implement kangaroo cull(s)</li> <li>Inform neighbours prior to the commencement of culling, providing the expected timing of the cull and areas where the cull will be undertaken</li> </ul>	kangaroos are maintained at a sustainable density where grazing pressure does not significantly impact the plantings or pastoral land of the project area and surrounding freehold properties.	If initial management actions are insufficient and grazing pressure/kangaroo density remains unacceptably high then additional culls will be undertaken to ensure that a sustainable population size is maintained.
Feral animal activity	6 monthly	July/August	December/January	<ul style="list-style-type: none"> <li>Evidence of high amounts of feral animal activity generally, or in specific areas. Evidence will vary on the feral species involved but will broadly include: <ul style="list-style-type: none"> <li>tracks</li> <li>diggings/burrows</li> <li>evidence of grazing</li> <li>scats</li> <li>attacks on livestock and/or native animals</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>identify, fumigate and rip rabbit warrens</li> <li>Notify neighbours prior to the commencement of culling, providing the expected timing of the cull and areas where the cull will be undertaken</li> <li>implement shooting culls of ferals</li> <li>increase 1080 baiting density in areas of identified activity.</li> </ul>	suppression and minimisation of feral animal occurrence across the property such that the plantings, pasture, livestock and surrounding cropping is minimised as much as practicable.	Increased intensity of feral management actions until feral animal numbers are brought under control
Pest insect presence	6 monthly	July/August	December/January	<ul style="list-style-type: none"> <li>Observed outbreaks of pest insects causing appreciable detrimental impacts to the plantings.</li> </ul>	<ul style="list-style-type: none"> <li>Notify neighbours in writing of the areas where insecticide spraying will be undertaken and when the spraying is planned to occur.</li> <li>Implement targeted spraying of insecticides in areas of outbreak, monitor efficacy of the control method and reapply where necessary</li> </ul>	Elimination of outbreaks of pest insects without impacting sensitive receptors such as neighbours or nature reserves, waterbodies and extant native vegetation.	Repetition of the maintenance action until the pests are effectively suppressed/eliminated

Plant disease presence, magnitude and extent	6 monthly	July/August	December/January	<ul style="list-style-type: none"> <li>• Observed disease outbreaks causing appreciable detrimental impacts to the plantings.</li> </ul>	<ul style="list-style-type: none"> <li>• Notify neighbours in writing of the areas where fungicide spraying will be undertaken and when the spraying is planned to occur.</li> <li>• Implement targeted spraying of fungicides in areas of outbreak, monitor efficacy of the control method and reapply where necessary</li> </ul>	Elimination of outbreaks of diseases without impacting sensitive receptors such as neighbours or nature reserves, waterbodies and extant native vegetation.	Repetition of the maintenance action until the pests are effectively suppressed/eliminated
Presence, density and extent of weeds	6 monthly	July/August	December/January	<ul style="list-style-type: none"> <li>• Expansion of density and/or extent of known managed weed populations</li> <li>• Identification of new weed species on property</li> </ul>	<ul style="list-style-type: none"> <li>• Ensure vehicles are clean on entry and exit from site</li> <li>• Undertake, wherever possible targeted spraying of weeds on foot</li> <li>• Notify neighbours in writing of the areas where and when the weeding is planned to occur.</li> </ul>	reduction in weed density and extent such that tree farm and agricultural activities are not adversely affected by the weed presence	ongoing mapping and spraying program to contain and reduce the weed population(s)
Water infrastructure integrity and functionality	6 monthly	July/August	December/January	<ul style="list-style-type: none"> <li>• Loss of water pressure</li> <li>• Leaking water infrastructure</li> <li>• damage to outlets, couplings etc.</li> <li>• water tank levels or integrity compromised</li> </ul>	<ul style="list-style-type: none"> <li>• Repair any identified damage or malfunctions</li> </ul>	Ensure that a ready supply of at least 50,000 L of water is available and easily accessible for any required fire fighting activities	Not Applicable
Firebreak integrity	6 monthly	July/August	December/January	<p>Growth of vegetation on the firebreaks or overhanging from adjacent vegetation such that the following firebreak widths are compromised:</p> <ul style="list-style-type: none"> <li>• 7 m wide of internal firebreaks</li> <li>• 15 m wide external boundary</li> </ul>	<ul style="list-style-type: none"> <li>• herbicide application along the firebreaks under appropriate conditions (dry, low wind)</li> <li>• pruning or clearing of vegetation encroaching on the firebreak via earth working equipment or chainsaw etc.</li> </ul>	Firebreaks maintained in good condition at required widths with maintenance occurring in accordance with DFES and Shire requirements.	spot pruning and spraying in areas that are encroached on.
Fencing condition	6 monthly	July/August	December/January	<ul style="list-style-type: none"> <li>• Damage to fencing such as dislodged posts, loss of wire tension, broken wire etc.</li> </ul>	Undertake appropriate repairs to reinstate fence integrity	Fencing maintained in good condition	Not Applicable

## 10. Fire Management Plan

### Aim of the Fire Management Plan

The aim of this fire management plan is to create a documented reference point for fire management at Farmstrong.

Reference documents are:

- Shire of Perenjori Firebreak Notice 2024/25,
- Guidelines for Plantation Fire Protection (2011), and
- Code of Practice for Timber Plantations in Western Australia (2014).

Carbon Neutral will comply with the relevant minimum fire break standards outlined in the Shire of Perenjori's Fire Break Notice and annually self report on firebreak compliance.

### Location and Context

"Brunschts" is surrounded to the west by a Carbon Neutral tree farm comprised of low mallee eucalypt woodland and scrubland. The property boundaries to the north are surrounded by a pre-existing tree farm comprised of established (~15 years) trees. Agricultural properties about the eastern and southern boundaries of the lot. "Solomons" is mostly surround by mixed freehold agricultural properties with a pre-existing Carbon Neutral tree farm bordering the north western side. Additionally, Intra Earth's 'tree farm' is located directly south of the western lot.

The adjacent tree farm is operated by Carbon Neutral and adheres to the same standards outlined in this fire management plan. No significant surrounding industries that could pose an elevated fire risk, either as increased risk of ignition sources or as elevated fuel load risk are known to occur in the vicinity of Farmstrong. There are no residences or townsites within a kilometre of the property.

**Figure 3** provides a detailed context of the land uses surrounding the property.

### Significant infrastructure

**On the property:** A homestead and sheeds occur on the property but will fall within the 200 ha area earmarked for cropping or grazing activities.

**Within a km of the property:** No significant infrastructure.

### Fire Response

#### Western Lot ("Solomons")

Located approximately 11 minute drive from the Perenjori town centre via North road and Norrish road. The access to "Solomons" is primarily via the eastern side along Solomon Road.

#### Eastern Lot ("Brunschts")

Located approximately a 23 minute drive from the Perenjori town centre via Perenjori-Rothsay Road and Oversby Road. The access road to the property is Oversby Rd North. Several gates are located along the western boundary of the property.

The location of the access gates to each lot and their proximity to surrounding road infrastructure is outlined in **Figure 4**.

In the event of a fire, the Farm Manager will attend as part of the local Brigade/neighbour efforts to suppress the fire.

## Responsibilities

Carbon Neutral acknowledge their responsibility for maintenance of firebreaks in accordance with the requirements of the Shire of Perenjori Firebreak Notice 2024/25, Guidelines for Plantation Fire Protection (2011) and the Code of Practice for Timber Plantations in Western Australia (2014).

The 50,000 L water supply and suitable firefighting couplings will be maintained on an ongoing basis on the property by Carbon Neutral. The Carbon Neutral farm manager will be available to assist with firefighting activities on the property and to assist on neighbouring properties when requested.

## Contact details

Landowner	Company Contact	Local Contact
Carbon Neutral Pty Ltd L9, 197 St Georges Terrace PERTH WA 6000	Nevin Wittber Chief Operating Officer 0407 773 584 <a href="mailto:nevin.wittber@carbonneutral.com.au">nevin.wittber@carbonneutral.com.au</a>	Rob Cooling Farm Manager 0417 178 680 <a href="mailto:farmanager@carbonneutral.com.au">farmanager@carbonneutral.com.au</a>

## Fire contact details (current as of 2023/2024 fire season)

Title	Name	Phone	Mobile
CBFCO	Jason King		0427 734 005
Deputy CBFCO	Phil Page	08 9973 1137	0458 731 111
Community ESM	Rick Ryan	08 9956 6018	0438 277 582
Neighbour	Rob Cooling		0417 178 680
Neighbour	Peter Bestry		0427 714 036
DFES Fire Emergency		000	
DFES Emergency Information Line		133 337	

## Earth moving machinery nearby

Adam Leopold 0429 051 969: Loader, Grader, Excavator

Barry McGlew 0428 731 097: Dozer, Grader

## Inspections

Table 3 in the previous section provides the proposed inspection and maintenance framework. The formal inspections will be recorded and the annual self report on firebreak compliance will be completed and provided to the shire.

## Water Supply

### Western Lot

An existing water tank located

### Eastern Lot

A water tank of at least 50,000L is proposed to be situated in the vicinity of the homestead in the south easter portion of the property. The volume will be maintained via the existing solar submersible pump. Standard fire-fighting couplings will be fitted, positioned facing the nearest external property boundary to facilitate ready access to water for firefighting on the property and surrounding area.

## Fire Site Plan

**Figure 6** outlines the layout of key firefighting infrastructure across Farmstrong. Relevant maps will be placed in a brightly painted cylinder ('map tube') at the main access point into each lot. Carbon Neutral will also provide Rick Ryan with a georeferenced pdf copy of the fire management map, capable of being

uploaded to Avenza for use. The digital copy can be shared with the fire crew in an emergency situation.

#### Firebreaks and Access Tracks

Where the plantings are proposed, a 15 metre setback will be applied around the external boundary of the planted areas. A 10m firebreak will be maintained along this external boundary. Several 6 metre wide firebreaks will transect the Farmstrong properties in roughly N-S, E-W orientations. Unless the firebreaks follow the boundaries of remnant native vegetation, creating ~100 ha blocks of mallee trees or native revegetation.

The fire breaks proposed are expected to provide ample manoeuvrability for firefighting and allow several routes to reach any areas requiring suppression.

The firebreaks will be formally inspected during the site inspections implemented biannually in winter and summer to inform required maintenance activities.



Figure3: The land uses surrounding the project.

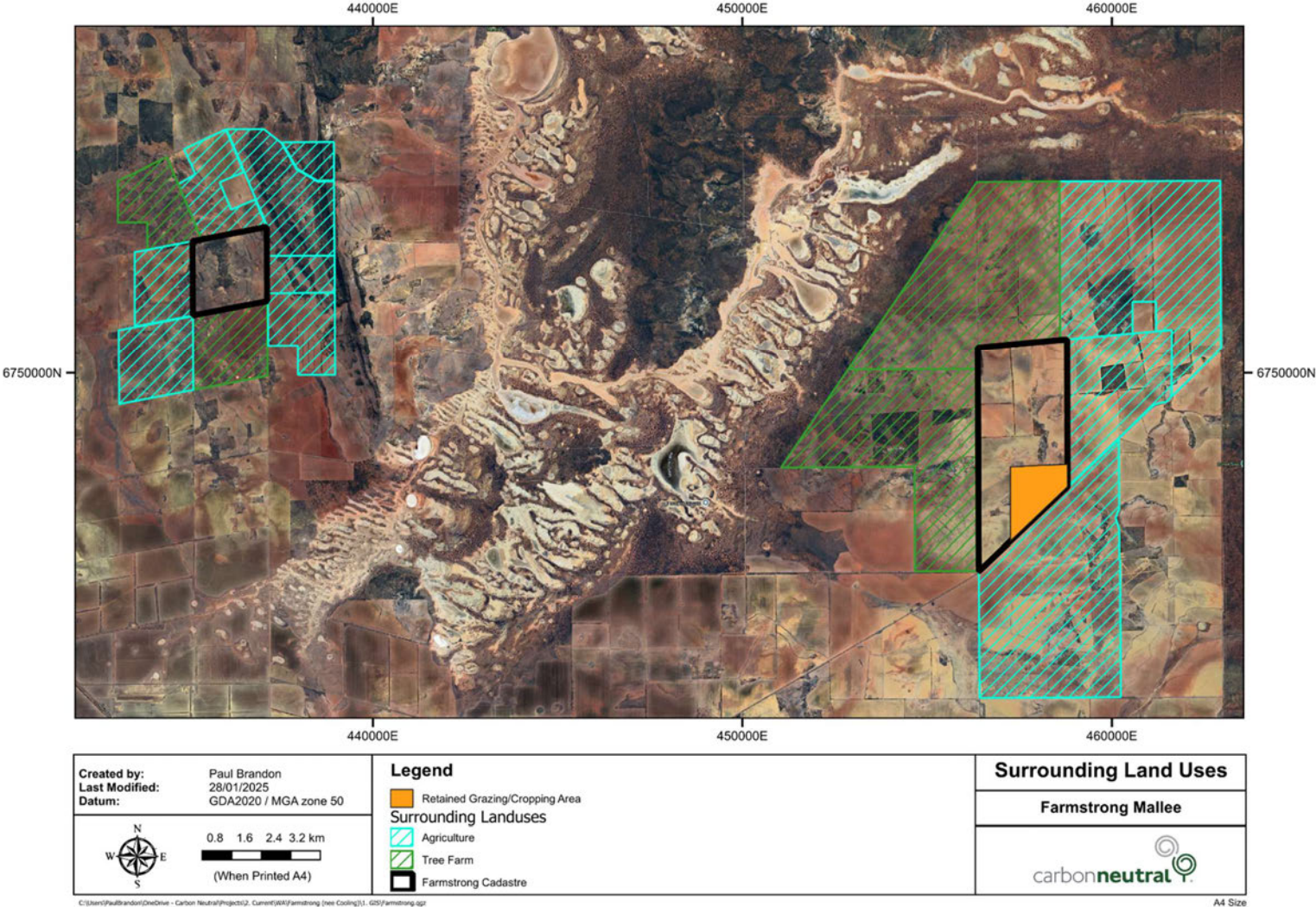
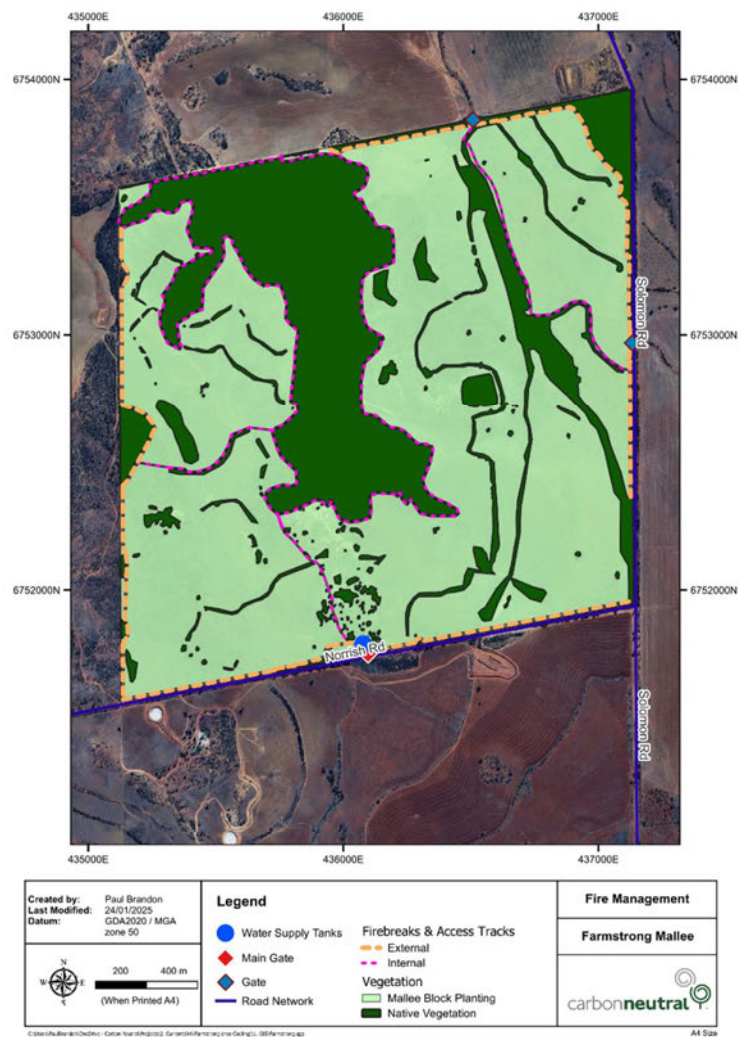




Figure 4: Detailed site fire management plan for the Farmstrong properties. The western property in bowgada (left) and eastern property in Perenjori (right).



**Solomon's.**

**North East Perenjori**

**Property Land Use Inspection by Laurence Carslake, (Farmanco Management Consultants).**

**Summary**

**Recommendation.**

The property was visited and inspected on Thursday the 23<sup>rd</sup> of January 2025.

The property is located at the corner of Solomon Road and Norrish Road, Lot 4754.

This land is currently not well utilized and looks like an abandoned farm.

The majority of this farm is not suited to profitable cropping or grazing currently. With trees planted it will be suited to grazing after trees are established.

My recommendation is that this farm be planted with trees. My view is that it should be ripped (as has significant areas of shallow soil types) with a dozer or grader to a depth of 500 to 750mm to improve the long-term success of the tree planting and improve growth rates of trees planted. Once the trees are established it will be suitable to have sheep livestock run on it at low stocking rates or rotationally grazed with adjoining properties. This would keep weeds and grass levels down to low levels. This would also help maintain the boundary fence and water supply as well as ensure the land is productive with multiple land use for the longer term.

Area, Total arable area, 319ha.

**North East Perenjori**

**Property Land Use Inspection by Laurence Carslake, (Farmanco Management Consultants).**

Farmanco Management Consultants is Western Australia's largest agricultural consulting firm, servicing WA since 1978 and across Australia since 2016. Working with over 750 farm businesses based predominantly in Western Australia's grainbelt area, producing an annual average of 6.2 million tonnes of grain, 1.9 million sheep, producing 8.4 million kilograms of wool and 29,000 head of cattle from a farming asset base of \$9.9 billion. We have a team of over 45 staff and a unique blend of experience and skills, including expertise in farm business management, agronomy and precision agronomy: grain marketing, bookkeeping, carbon consultancy and research and project management.

Laurence Carslake, Farmanco Principal is a seasoned professional based in WA, possessing extensive experience in both farm management and agronomy services. His background includes a rich history in broad acre farming, earth moving, farm management, livestock, and cropping, as well as a profound understanding of soil types, vegetation and broadacre agricultural production systems. Laurence is experienced in land use and soil type suitability across the rainfall zones in WA. His extensive experience gives him valuable insights into soils, their limitations and capabilities. Laurence is particularly adept at analyzing enterprise and rotational margins, benchmarking business performance, crafting cash flow budgets, and preparing comprehensive annual reviews that delve into a business's financial and production

performance. Furthermore, his skill set extends to developing finance and farm business plans, offering valuable insights into general grain marketing, and conducting feasibility studies. With his well-rounded expertise in agricultural management, financial analysis, strategic planning and broadacre agronomy Laurence is exceptionally well-placed to provide this report.

### **Property Report.**

The property was visited and inspected on Thursday the 23rd of January 2025.

The property is located at the corner of Solomon Road and Norrish Road, Lot 4754.

The property was traversed and driven over to inspect it.

Soils were checked for soil type and drilled (with a long Tungsten drill bit) to check as well.

The land was once farmed in a conventional sense for cropping and most likely livestock. There is one equipped water supply and a small tank. No infrastructure. There is no evidence of recent farming cultivation or planting of a crop on the farm. It may have been cropped a few times in the last twenty years, (but without substantive satellite imagery that is an estimate).

The land has a mixture of salt bush, prickly bush (purple flower), ice plant, doublegees, some safron thistle, mulla mulla, roly polly, tussock grass, winter weed and some jam trees growing on it. The density varies with soil types.

The soil type is predominantly shallower country with rock not far from the surface. There is a significant area of very rocky ground through the central section of the property. There is a small area of nice red soil on the eastern and western side of the old shed. There is a creek or waterway that goes through the property when heavy rainfall occurs.

There is no infrastructure on the property other than one water supply.

The western boundary fence has a barb on top of it and has had tree limbs removed to help make it stock proof. The northern boundary fence is relatively stock proof. The southern and eastern boundary fences are on the road verge and need replacing.

The country of the neighbor on the west side was cropped in 2024. The property across the road on the south side has been planted to trees recently.

The western mid-section of the property has shallow red rocky soils going into red loams as move down the slope towards the valley. There is a small patch vegetation with Salmon Gums trees on it.

There is no real erosion as contour banks have been put in many years ago to control water runoff when heavy rainfall occurs. There are native trees growing along the contour banks. There looks to be no salinity issues on the property.

Soils look to be lacking adequate nutrition, though I don't have the soil test results to confirm this. The north eastern corner of the property is shallower iron stone gravel. There is a mix of soil types across it, predominantly shallower soils, some with high clay content and surface rock in places.

The property has native vegetation predominantly through the central part of it. This is made up of low scrub, jam, wattle and brush type scrub with the odd York Gum. Shown as remnant vegetation on map. Some small jam trees are growing on the red soils.

Perenjori is located in the low rainfall zone in WA. Many farmers successfully manage their production system using seasonal fallow as well as monitoring the weather closely. There are some very good red valley loams and lighter soil types in the shire which are very productive in most seasons other than extremely low rainfall years like 2023. The 2024 season was a fantastic season, one of the best for many farmers in the region. A key measure used to compare soil types often involves the kilograms of grain produced per mm of growing season rainfall (GSR). This is termed the Water use efficiency, (WUE). The WUE are often very good in this location given adequate rainfall. The best soil types have WUE of 15 to 25kg/mm GSR, (for wheat) poorer soil types a WUE of 7 to 10 kg/mm GSR is often achieved. This property is made up of a mixture of soil types, but the majority of the area of this property has soil types that typically have a very poor WUE due to their shallow nature and are less productive than the red valley loams.

Annual rainfall. Rainfall records for Perenjori going back to 1918, show six years where annual rainfall is less than 170mm. The annual average rainfall for Perenjori from 1918 to 2023 is 307mm. The annual average rainfall for Perenjori from 1980 to 2023 is 270mm. (Ref 1, BOM Historic rainfall Perenjori, PDF)

There are PDFs attached that have photos and notes from the property inspection.

(Farmanco Land Use, 2025, Solomons)

### **Recommendation.**

This land is currently not well utilized and looks like an abandoned farm.

The majority of this farm is not suited to profitable cropping or grazing currently. With trees planted it will be suited to low density grazing after trees are established. (If it is fenced and water supplies are upgraded).

My recommendation is that this farm be planted with trees. My view is that it should be ripped (as has significant areas of shallow soil types) with a dozer or grader to a depth of 500 to 750mm to improve the long-term success of the tree planting and improve growth rates of trees planted. Once the trees are established it will be suitable to have sheep livestock run on it at low stocking rates or rotationally grazed with adjoining properties. This would keep weeds and grass levels down to low levels. This would also help maintain the boundary fence and water supply as well as ensure the land is productive with multiple land use for the longer term.

Area, Total area, (arable area) is 319 ha.



Solomons, Area 3, 319ha.

# General Inspection



Client File: Farmanco agronomy	Ph:   Mobile:   Fax: email: lcarlake@farmanco.com.au	Agronomist: Mobile: email:
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**Entry Date:** 23-January-2025  
**Crop:**  
**Paddock:** Land Use

**Latitude,Longitude:** -29.2094,116.004  
**Variety**

**Condition:**  
**Crop Stage:**

**Comment:**  
Solomons  
Property inspection.  
By Laurence Carslake.  
Corner of Solomon and Norrish road, north east Perenjori.

Land was once farmed.  
No evidence of recent cultivation,  
No evidence of furrows from a cultivation.

Land is covered in a mixture of small salt bush, Rolly Polly, ice plant, summer grasses.  
Mulla Mulla, and radish and turnip.  
Prickly plant with purple flower.  
Some doublegees.

Country is ungrazed by livestock, southern and eastern boundary fence is beyond its useful life.

Country has dozer built level contour banks across it.  
These have native trees growing along and in them

Soil type north eastern corner is a shallower ironstone gravel.

Mix of soil types acrosss farm.  
Predominantly shallower soils.  
Gravel  
Red soils from shallow clay to some good loams in valley.

Fence on northern side is good.  
Looks well farmed by neighbour.

Western boundary fence has barb on top and has had tree limbs removed to help make it stock proof.  
Country on west side is cropped and grazed on neighbours place.

West mid section of farm has shallow red rocky soils going into redloam as move down slope towards valley.  
Small patch of native vegetation salmon gums.  
More blue bush salt bush growing on this soil type.

Some nice red loam on part of property, York gum type soil, west of old shed and mill.

# General Inspection



Client File: Farmanco agronomy	Ph:   Mobile:   Fax: email: lcarlake@farmanco.com.au	Agronomist: Mobile: email:
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Some saffron thistle north eastern corner is of old shed.

Property has a rocky ridge running through it which is well covered in native vegetation scrub, mixture of wattle and brush type , with odd York gum.  
Some small wattle trees are growing on parts of the farm , predominantly on red soils.

Shallow iron stone gravel near old shed ridge.  
Some good York gum type soils on south eastern corner., heading north through valley, west of creek.  
Farm though is predominantly shallower soil types,

Farm is very well suited to be planted to trees.  
The farm is basically derelict and unused land that would be put to some useful use.  
Has a mill on it , unsure of water quality.  
If southern and eastern boundary were refenced the property could be used for low stocking rate grazing.  
Would be able to be lightly grazed once trees are well established if this use was profitable.

Property on south side has been planted to trees.



# General Inspection



Client File: Farmanco agronomy	Ph:   Mobile:   Fax: email: lcarlake@farmanco.com.au	Agronomist: Mobile: email:
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Looking east mid property (23 Jan 2025 at 6:17âflam)



Shallow red rocky country, west side mid farm. (23 Jan 2025 at 6:17âflam)



# General Inspection



BACK PADDOCK  
COMPANY

Client File: Farmanco agronomy	Ph:   Mobile:   Fax: email: lcarlake@farmanco.com.au	Agronomist: Mobile: email:
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North west corner, shallow gravel. Poverty bush. (23 Jan 2025 at 6:17âflam)



Shallower ground mid northern boundary. (23 Jan 2025 at 6:17âflam)



# General Inspection



Client File: Farmanco agronomy	Ph:   Mobile:   Fax: email: lcarlake@farmanco.com.au	Agronomist: Mobile: email:
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Northern boundary looking south, east side of remnant vegetation (23 Jan 2025 at 6:17âflam)



Gravel soil, with drill. (23 Jan 2025 at 6:17âflam)



# General Inspection



Client File: Farmanco agronomy	Ph:   Mobile:   Fax: email: lcarlake@farmanco.com.au	Agronomist: Mobile: email:
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(23 Jan 2025 at 6:17âflam)



Looking west from eastern side of Solomons. (23 Jan 2025 at 6:17âflam)

# General Inspection



Client File: Farmanco agronomy	Ph:   Mobile:   Fax: email: <a href="mailto:lcarslake@farmanco.com.au">lcarslake@farmanco.com.au</a>	Agronomist: Mobile: email:
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Contour with trees and poverty bush, acid gravel east side. (23 Jan 2025 at 6:17âflam)



Example of plants and covering, eastern side of Solomon's (23 Jan 2025 at 6:17âflam)



**Brunschots.**

**North East Perenjori**

**Property Land Use Inspection by Laurence Carslake, (Farmanco Management Consultants).<sup>1</sup>**

**Summary**

**Recommendation.**

The property was visited and inspected on Thursday the 23<sup>rd</sup> of January 2025.

The property is located at the corner of Hibbles Road and Perenjori – Rothsay Road, (2891 Perenjori-Rothsay Road).

This property has been actively farmed recently. The fences are in very good condition and there is water piped to all paddocks. The country near the house was cropped in 2024.

This farm has predominantly lighter soil types which are most likely acidic. There are significant amounts of poverty bush on this farm.

The majority of this farm is not suited to profitable cropping or grazing currently. It would need very high uneconomic rates of lime sand and soil amelioration to enable plant roots to access soil moisture.

My recommendation is that this farm be planted with trees. My view is that lighter soils should be ripped with a tree planter. Shallower soils would ideally be ripped with a dozer or grader to a depth of 500 to 750mm to improve the long-term success of the tree planting and improve growth rates of trees planted. Once the trees are established it will be suitable to have sheep livestock run on it at low to medium stocking rates or rotationally grazed with adjoining properties. This would keep weeds and grass levels down to low levels. This would also help maintain the boundary and internal fences and water supply as well as ensure the land is productive with multiple land use for the longer term.

Area, Total arable area, 1113ha.

**Brunschots. (Property known as)**

**North East Perenjori**

**Property Land Use Inspection by Laurence Carslake, (Farmanco Management Consultants).**

Farmanco Management Consultants is Western Australia's largest agricultural consulting firm, servicing WA since 1978 and across Australia since 2016. Working with over 750 farm businesses based predominantly in Western Australia's grainbelt area, producing an annual average of 6.2 million tonnes of grain, 1.9 million sheep, producing 8.4 million kilograms of wool and 29,000 head of cattle from a farming asset base of \$9.9 billion. We have a team of over 45 staff and a unique blend of experience and skills, including expertise in farm business management, agronomy and precision agronomy: grain marketing, bookkeeping, carbon consultancy and research and project management.

Laurence Carslake, Farmanco Principal is a seasoned professional based in WA, possessing extensive experience in both farm management and agronomy services. His background includes a rich history in broad acre farming, earth moving, farm management, livestock, and cropping, as well as a profound understanding of soil types, vegetation and broadacre agricultural production systems. Laurence is experienced in land use and soil type suitability across the rainfall zones in WA. His extensive experience gives him valuable insights into soils, their limitations and capabilities. Laurence is particularly adept at analyzing enterprise and rotational margins, benchmarking business performance, crafting cash flow budgets, and preparing comprehensive annual reviews that delve into a business's financial and production performance. Furthermore, his skill set extends to developing finance and farm business plans, offering valuable insights into general grain marketing, and conducting feasibility studies. With his well-rounded expertise in agricultural management, financial analysis, strategic planning and broadacre agronomy Laurence is exceptionally well-placed to provide this report.

### **Property Report.**

The property was visited and inspected on Thursday the 23rd of January 2025.

The property is located at the corner of Hibbles Road and Perenjori - Rothsay Road, (2891 Perenjori-Rothsay Road).

The property was traversed and driven over to inspect it.

Soils were checked for soil type and drilled (with a long Tungsten drill bit) to check as well.

The land was recently farmed in a conventional sense predominantly for livestock with some cropping. There are two equipped water supplies with solar panels and pumps on them. There is an older style shed, a derelict house and a useful old set of sheep yards and old shearing shed. There is evidence of recent farming cultivation with the paddock west of the house been cropped in 2024. (There is a lot of acid country in this paddock and a significant area of the paddock was not harvested).

The land has a mixture of salt bush, prickly bush (purple flower), ice plant, doublegees, mulla mulla, roly polly, tussock grass and winter weeds. The density varies with soil types. There is a small amount of Caltrop near road driveway.

The soil types are made up of predominantly lighter acid (red and yellow wodge) type country. There is an area of shallower rocky country through the center of the property with rock on the surface or near to the surface. (Gravel pit for road construction is located here)

The fencing is very good with many fences not being very old.

The property on the majority of northern boundary is planted to trees.

There is no real erosion as where run off could occur contour banks have been put in many years ago to control water flow. There are native trees growing along the contour banks. There looks to be no salinity issues on the property.

Soils look to be lacking adequate nutrition, though I don't have the soil test results to confirm this.

The property has small areas of native vegetation on it. There are significant areas of small poverty bushes in the arable areas.

Perenjori is located in the low rainfall zone in WA. Many farmers successfully manage their production system using seasonal fallow as well as monitoring the weather closely. There are some very good red valley loams and lighter soil types in the shire which are very productive in most seasons other than extremely low rainfall years like 2023. The 2024 season was a fantastic season, one of the best for many farmers in the region. A key measure used to compare soil types often involves the kilograms of grain produced per mm of growing season rainfall (GSR). This is termed the Water use efficiency, (WUE). The WUE are often very good in this location given adequate rainfall. The best soil types have WUE of 15 to 25kg/mm GSR, (for wheat) poorer soil types a WUE of 7 to 10 kg/mm GSR is often achieved. This property is made up of a mixture of soil types, but the majority of the area of this property has soil types that typically have a very poor WUE due to their shallow nature and are less productive than the red valley loams.

Annual rainfall. Rainfall records for Perenjori going back to 1918, show six years where annual rainfall is less than 170mm. The annual average rainfall for Perenjori from 1918 to 2023 is 307mm. The annual average rainfall for Perenjori from 1980 to 2023 is 270mm. (Ref 1, BOM Historic rainfall Perenjori, PDF)

There is PDF attached that have photos and notes from the property inspection.

(Farmanco Land Use, 2025, Brunshots)

### **Recommendation.**

This land is currently utilised for low stocking rate grazing. The property looks to be made up of acidic soil types that have not had robust rates of lime applied to them. To turn this farm into a productive and profitable cropping systems farm would be uneconomical with current levels of crop enterprise profitability. The fencing and water points would indicate that this farm was used for low stocking rate sheep stock grazing.

The majority of this farm is not suited to profitable cropping or grazing currently. With trees planted it will be suited to low density grazing after trees are established.

This farm has predominantly lighter soil types which are most likely acidic. There is significant amounts of poverty bush on this farm.

My recommendation is that this farm be planted with trees. My view is that the lighter soils should be ripped with the tree planter. Shallower soils would ideally be ripped with a dozer or grader to a depth of 500 to 750mm to improve the long-term success of the tree planting and improve growth rates of trees planted. Once the trees are established it will be suitable to have sheep livestock run on it at low stocking rates or rotationally grazed with adjoining properties. This would keep weeds and grass levels down to low levels. This would also help maintain the boundary fence and water supply as well as ensure the land is productive with multiple land use for the longer term.

Area, Total area, (arable area) is 1113 ha.



Brunshots, Area 1, 478 ha, Area 2, 635ha



# General Inspection



Client File: Farmanco agronomy	Ph:   Mobile:   Fax: email: lcarlake@farmanco.com.au	Agronomist: Mobile: email:
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Entry Date: 23-January-2025	Latitude,Longitude: -29.2097,116.004	Condition:
Crop:	Variety	Crop Stage:
Paddock: Land Use		

**Comment:**  
Brunschots.  
East Perenjori off the road to Karrara.  
Corner of Hibble road and Perenjori - Rothesay Road.  
By Laurence Carslake.

Property has been actively farmed recently.  
Though only small areas have been cultivated in last few years.  
Paddock near house cropped.  
Sheep are being utilised to lightly graze the country.

Mixture of summer grasses, prickly bush. Poverty bush.  
Afghan thistle.  
Mulla Mulla.  
Doublegees.  
Odd bit of Caltrop near drive way.

Soil type  
Lighter soil types.  
Some light red Sandy soil type as well as wodgil sand soil types.  
Majority of farm has soils with good depth, but would be acidic.  
Little evidence of recent cropping activity on most of farm.  
Country has small contour banks through it with predominantly jam trees growing on them,  
Boundary fence is good.  
Property on northern side ( part way along boundary) is planted to trees.  
Nice red loamy country through mid section of northern side of property.

Farm is predominantly lighter soil type with good depth.  
Though from a cropping farming point of view they are likely to be acidic and need very high rates of lime sand to get them to an productive level.  
Some shallow country through mid section of the farm, there is remnent vegetation on some of this.  
Shallow higher country around house and sheds.  
Quite good fencing.  
Watered with bores and solar pumps.

This property should grow trees very well though due to the depth of soil, over a significant % of the property.  
Not suited to Broadacre cropping unless very high rates of lime are applied to reduce soil acidity and increase pH,  
This would be uneconomical with current profitability levels of Broadacre cropping systems.

# General Inspection



Client File: Farmanco agronomy	Ph:   Mobile:   Fax: email: lcarslake@farmanco.com.au	Agronomist: Mobile: email:
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South Western area acid sand, poverty bush,. (23 Jan 2025 at 9:09am)



Shallow rocky country nor nor west of house. (23 Jan 2025 at 9:09am)



# General Inspection



Client File: Farmanco agronomy	Ph:   Mobile:   Fax: email: <a href="mailto:lcarslake@farmanco.com.au">lcarslake@farmanco.com.au</a>	Agronomist: Mobile: email:
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Solar panels and pump. (23 Jan 2025 at 9:09âflam)



Red Sandy soil type. (23 Jan 2025 at 9:09âflam)

# General Inspection



Client File: Farmanco agronomy	Ph:   Mobile:   Fax: email: lcarslake@farmanco.com.au	Agronomist: Mobile: email:
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Lighter red soils though centre of farm (23 Jan 2025 at 9:09âflam)



Lighter wodgil soil north western side of property. (23 Jan 2025 at 9:09âflam)



# General Inspection



Client File: Farmanco agronomy	Ph:   Mobile:   Fax: email: lcarlake@farmanco.com.au	Agronomist: Mobile: email:
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Land mid northern side looking south. (23 Jan 2025 at 9:09am)



Lighter soils eastern side of property. (23 Jan 2025 at 9:09am)

# General Inspection



Client File: Farmanco agronomy	Ph:   Mobile:   Fax: email: lcarlake@farmanco.com.au	Agronomist: Mobile: email:
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Sandier soil type (23 Jan 2025 at 9:09am)

## 15.5 APPOINTMENT OF PRESIDING AND DEPUTY PRESIDING MEMBER – AUDIT COMMITTEE

Applicant:	Shire of Perenjori
File:	ADM 0382
Date:	20 February 2025
Disclosure of Interest:	
Voting Requirements:	Absolute Majority
Author:	Bianca Plug – Governance Officer
Responsible Officer:	Paul Anderson – Chief Executive Officer
Attachments:	Nil

### Summary

This item recommends that Council appoints a presiding member and deputy presiding member to the Audit Committee as required under the *Local Government Act 1995*.

### Background

The Local Government Amendment Bill 2024 (the Bill) which proposes to change the *Local Government Act 1995* (the Act), passed WA Parliament in November 2024. The Bill delivers the second tranche of local government reforms and includes changes to allow for greater transparency and clarity on how Council committees operate.

The appointment process for the presiding member and deputy presiding member has now been simplified.

Until December 2024, it was up to the members of a committee to elect these roles by secret ballot. The Act now requires any committee established under section 5.8 of the Act to be appointed by Council before 1 July 2025. The Shire's Audit Committee falls under this requirement.

### Statutory Environment

*Local Government Act 1995*

5.8. Establishment of committees

A local government may establish\* committees of 3 or more persons to assist the council.

5.12. Presiding members and deputies

- (1) The local government must appoint\* a member of a committee to be the presiding member of the committee.
- (2) The local government may appoint\* a member of a committee to be the deputy presiding member of the committee.

\* Absolute majority required.

### Policy Implications

Nil

### Consultation

WALGA – Governance Team

Paul Anderson – Chief Executive Officer

### Financial Implications

Nil

### Strategic Community Plan

Goal 4: A strong and diverse Council working closely with the proactive and involved community

4.6. The organisation, assets and finances of the Shire are managed responsibly

### Officer Comment

Regulations under the second tranche are being developed that will require Audit Committees to be revised as 'Audit, Risk and Improvement Committees'. Audit, Risk and Improvement Committees will be required to have an independent chair to ensure a level of independence and impartial oversight. The commencement of these regulations at yet to be confirmed but are expected to be introduced during 2025.



## OFFICER RECOMMENDATION

**Council Resolution Number:**

**Moved:**

**Seconded:**

**That Council:**

1. In accordance with s5.12(1) of the *Local Government Act 1995* appoint Cr \_\_\_\_\_ as the Presiding Member for the Audit Committee and;
2. In accordance with s5.12(2) of the *Local Government Act 1995* appoint Cr \_\_\_\_\_ as the Deputy Presiding Member for the Audit Committee.

**Motion put and carried / lost by Absolute Majority**

**For:**

**Against:**

[Next Item](#)

## 15.6 LEASE RENEWAL (LEASE L6808) – LICENSE TO OCCUPY RAIL CORRIDOR, BRITT STREET, LATHAM

<b>Applicant:</b>	Burgess Rawson for the Public Transport Authority
<b>File:</b>	ADM 0273
<b>Date:</b>	20 February 2025
<b>Disclosure of Interest:</b>	
<b>Voting Requirements:</b>	Simple Majority
<b>Author:</b>	Bianca Plug – Governance Officer
<b>Responsible Officer:</b>	Paul Anderson – Chief Executive Officer
<b>Attachments:</b>	<a href="#">15.6.1 – Expired Lease L6808</a>

### Summary

For Council to consider the renewal of an expired license to occupy a portion of rail corridor in Latham, for the purpose of beautification.

### Background

The Shire of Perenjori entered into a 10 year lease with the Western Australian Government Railways Commission of Westrail on 1 October 1999 which provided the Shire with a license to occupy a portion of rail corridor along Britt Street, Latham for the purpose of beautification.

In April 2010, the Public Transport Authority (PTA) advised the Shire that under provisions of the *Rail Freight Act 2000*, any alterations, variations or additions to Lease L6808, including any new long-term agreement, must be negotiated directly with WestNet Rail (previously Westrail). At the time, both the PTA and the Shire were satisfied with the existing lease conditions, and in June 2010, the Shire agreed to extend Lease L6808 on a month-to-month basis. Until a new lease is formalised, the Shire of Perenjori will continue on an overholding tenancy as outlined in the licence.

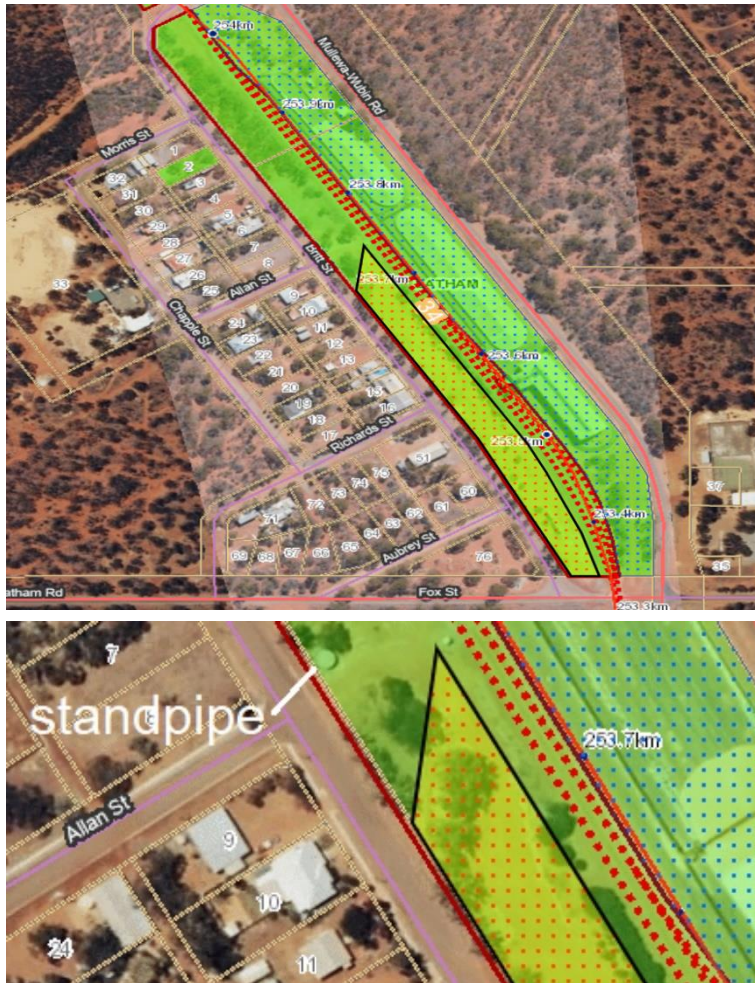
Since 1999 when the lease was first established, Westrail has undergone significant changes in ownership and management.

In December 2000, the Government announced that the freight business of the Western Australian Government Railways (WAGR), trading as Westrail, had been sold to the Australian Railroad Group Pty Ltd (ARG). In 2006 ARG was sold to a consortium comprising of Babcock and Brown. In late 2009, Babcock and Brown Infrastructure became known as Prime Infrastructure and in mid 2011, Prime Infrastructure was delisted as a public company. Prime Infrastructure then became owned by Brookfield Infrastructure Partners. To reflect these ownership changes, WestNet Rail was renamed Brookfield Rail in August 2011 and in July 2017, Brookfield Rail changed its name to ARC Infrastructure.

Arc Infrastructure is now the lessee of the rail network under the 2000 lease agreement and, for the purposes of access arrangements under the *Railways (Access) Act 1998*, has management and control of the non-urban rail network.

Arc Infrastructure recently approached the Public Transport Authority regarding the expired lease and advised that they are interested in renewing Lease L6808 with the Shire of Perenjori. Should Council resolve to renew the lease, a renewal request will be submitted to the Public Transport Authority who will obtain approval directly from Arc Infrastructure prior to establishing a new lease.

The land permitted for use is approximately 10,085 sqm as identified below by the thick black boarder filled with red dots.



The existing lease does not currently cover the portion of corridor where the Latham standpipe is located, as shown above. Advice provided by Burgess Rawson for the Public Transport Authority, is to include the area of reserve that the standpipe is located, should Council resolve to renew the lease.

### **Statutory Environment**

*Public Transport Authority Act 2003*

### **Policy Implications**

Nil

### **Consultation**

Burgess Rawson for the Public Transport Authority  
Paul Anderson – Chief Executive Officer  
Marty Noordhof – Manager Infrastructure Services

### **Financial Implications**

Financial implications are minimal. The Shire currently maintains the parks and gardens within the Latham townsite once per month which includes maintenance to the entire length of Britt Street rail corridor when needed. Employee wages for this maintenance are already covered under the Annual Budget.

### **Strategic Community Plan**

Goal 2: Eco-friendly, attractive and well-maintained towns, surrounded by outstanding natural beauty, landscapes, flora and fauna to be protected and enjoyed

2.3. The Shire's buildings and leases are administered to an appropriate standard for the benefit of the community according to their need and use

2.7. Parks, gardens, street trees and reserves are appropriately managed according to their need and use

### **Officer Comment**

The Shire has always maintained the entire rail corridor reserve along Britt Street, not just the portion included within the lease. In addition to the standpipe being outside the current licensed area, it is recommended that if renewed, the new lease should encompass the entire Britt Street rail corridor.

There is an option to terminate the existing license and relinquish the Shires responsibility to maintain the rail corridor. While firebreaks are a legal requirement under Section 33 of the *Bush Fires Act 1954* and requires property owners / managers to clear firebreaks on or before 16 November and maintain them up to and including 31 March the following year, the rail corridor may become untidy outside of these requirements if a lease is not in place.

The PTA have advised that a lease agreement can be renewed for a term of up to 10 years.

### **OFFICER RECOMMENDATION**

#### **Council Resolution Number:**

**Moved:**

**Seconded:**

**That Council resolve to:**

1. **Authorise the Chief Executive Officer to submit a renewal request to the Public Transport Authority to renew Lease (L6808) with Arc Infrastructure for a term of \_\_\_\_ years for the purpose of beautification and Latham Standpipe usage and, request the licensed area to include the rail corridor parallel to Britt Street, Latham.**

**OR**

2. **Authorise the Chief Executive Officer to advise the Public Transport Authority of Councils intent to terminate the existing Lease (L6808) relinquishing the Shires responsibility to maintain the rail corridor.**

**Motion put and carried / lost**

**For:**

**Against:**

[Next Item](#)

**CONTRACT FOR GRANT OF A LICENSE TO OCCUPY LAND  
BY OFFER AND ACCEPTANCE**

**LICENSE PLAN NO. 6808**

**LATHAM**

**TO:** The Western Australian Government Railways Commission of  
Westrail  
Centre, West Parade, Perth, Western Australia ("Westrail")

The Proposed Licensee described in the Schedule ("Licensee")

HEREBY OFFERS to take a License to Occupy the License Area described in the Schedule presently owned or controlled by Westrail subject to the payment of the fees and to the terms and conditions set out in the schedule and also subject to the conditions in this offer.

**CONDITIONS**

**1. Definitions**

In this offer:

**Authority** means any State or Federal government and any governmental department, agency or instrumentality and any local authority.

**Fees** means the fees payable to Westrail as provided in clause 3.

**Land** means the land described in the Schedule.

**Liability** includes any loss, cost, expense or other liability of any kind.

**License** means the license to be created by the acceptance by Westrail of this offer.

**License Area** means that part of the Land shown in yellow on the plan attached to this offer.

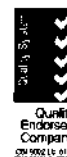
**Term** means the term of this license, subject to prior determination as provided in this License, as provided in clause 2.1.

Perth, Sydney, Melbourne, Brisbane, Adelaide, Parramatta, Toowoomba, Gold Coast  
International Offices: Malaysia, Singapore, Indonesia, China, Japan, Hong Kong, Taiwan, Philippines, Korea, Thailand, Vietnam,  
United Kingdom, Republic of Ireland, North America, Europe, Southern Africa

**Directors:**  
G.G. Potter, B Comm CPA  
D.S. Liggins, F.A.P.I. (C.P.V.)

R.D. Hammond, C.R.E.M.  
K.G. Lewis, F.A.P.I. (C.P.V.)  
P. McDonald

P.D. Hughes, A.A.P.I. (C.P.V.)  
M.C. Snarey, B.Sc, FRICS F.A.P.I.  
M.G. McCormick, B.Bus A.A.IBF(Snr) - Associate



**2. Offer of Grant of License**

The proposed Licensee offers to take from Westrail a License of a non-exclusive right to use the License Area on the terms of this offer.

**2.1 Period of License**

- (a) The license to be granted in clause 2. commences on the date stipulated in the Schedule as the Commencement Date and continues for the term specified in the Schedule or until either party gives the other party a notice terminating that license.
- (b) The license is to be subject to immediate revocation and termination by Westrail:
  - (1) at any time when the service of the public requires it; and
  - (2) if the proposed Licensee is in breach of any terms and conditions of this Offer.
- (c) No compensation is payable to the Licensee for the termination of the License.

**3. License Fee and Outgoings**

The Licensee to pay to Westrail the license fee and the outgoings stipulated in the Schedule in the manner also stipulated in the Schedule.

**4. Licensee's obligations**

**4.1 The Licensee is to:**

- (1) keep and maintain the License Area in good condition and repair at all times;
- (2) ensure that the License Area is kept in a safe condition at all times;
- (3) comply with all laws relating to the License Area and anything which is done on the License Area; and
- (4) comply with all requirements and orders of any Authority relating to the License Area.

- 4.2 If as a result of the Licensee's occupation of the License Area work on or affecting the License Area must be carried out for reasons connected with safety or security, Westrail may:

- (1) require the Licensee to carry out the work at the Licensee's cost; or
- (2) carry out the work itself

If Westrail carries out the work, the Licensee must pay to Westrail the costs of the work when requested by Westrail.

**4.3 In relation to clause 4.2:**

- (1) Westrail will not carry out any work without first consulting the Licensee about the extent of the work and the most effective means of having it done; and
- (2) the Licensee must cooperate with Westrail to ensure that the work is carried out as efficiently as possible.

- 4.4 Clause 4.3(1) does not apply in the case of an emergency, when no consultation is required.

**5. Approval of Plans for Work**

- 5.1 If the Licensee wants to carry out work on the License Area the Licensee must provide to Westrail for its approval before the work is carried out detailed plans and specifications relating to the work. Westrail will review the Licensee's plans and specifications as soon as practicable and notify the Licensee of its approval or rejection of the plans.

- 5.2 The Licensee must not carry out any work on the License Area until Westrail and every relevant Authority have each approved the plans and specifications for that work. The Licensee must not enter into a contract for the carrying out of any work on the License Area unless Westrail approves the contract.

- 5.3 If required by Westrail all structures and material placed on the license area as a result of the aforementioned work must be removed at the Licensees expense at the end of the license term or within 1 month of earlier termination, should the Licensee fail to remove the aforementioned structures and material Westrail shall have the right to remove the aforementioned structures and material at the Licensee's expense and dispose of as it deems fit.



**6. Use of the License Area**

**6.1 Purpose**

The Licensee may only use the proposed License Area for the purpose described in item 5 of the schedule.

**6.2 Consent of authority needed**

If the use to which the Licensee puts the License Area requires any consent, license or other authority under any law, the Licensee must obtain that consent, license and authority.

**6.3 No Warranty by Westrail**

Westrail is not to give any express or implied warranty of any kind that the License Area is suitable for any purpose for which the Licensee intends to use it. Any warranty in relation to the License Area which is implied by law is to be excluded to the extent that the law permits the warranty to be excluded.

**6.4 Interference with Westrail's operations**

The Licensee must ensure that the use of the License Area, including but not limited to the construction of any buildings and other improvements on the License Area, does not interfere with Westrail's railway operations.

**6.5 Access to Services**

The Licensee must allow Westrail (including its employees, contractors, agents, consultant or other authorised representatives) access to any Services running through or servicing the License Area including air conditioning equipment, power, water, sewerage, drainage, gas, telecommunications and fire system for any purpose lawfully required by Westrail.

## **6.6 Restrictions**

The Licensee must not (and may not permit anyone else to) except with Westrail's consent:

- (1) store or use inflammable, volatile or explosive substances on the License Area except those normally used in the Licensee's business if they are stored in proper containers and only used in accordance with all relevant laws; or
- (2) interfere with or obstruct the operation of or access to the Services outside the License Area; or
- (3) use any facilities in or near the License Area, including drains for any improper purpose; or
- (4) put any signs or advertisements outside the License Area; or
- (5) use the License Area for any activity which is offensive, illegal or immoral or which is or may become a nuisance to anyone; or
- (6) use any dangerous or hazardous substance on the License Area or do any activity which could cause harm to anyone unless required in the ordinary course of carrying out the Licensee's business.

## **7. Entry by Westrail**

The Licensee must permit entry to the License Area by Westrail at all reasonable times either with workmen or any other persons and any plant, equipment and materials to:

- (1) inspect the condition of the License Area and to ensure compliance with the Licensee's obligations; and
- (2) comply with any requirement, notification or order of any Authority having jurisdiction over or in respect of the License Area which is the responsibility of Westrail making good all damage caused to the License Area by Westrail to the reasonable satisfaction of the Licensee; and
- (3) remove anything which is harmful or dangerous; and

- (4) do anything else which Westrail is required to do by law or is permitted to do under the License.

**8. Reports**

The Licensee must report promptly to Westrail in writing and, in the case of emergency, verbally, any circumstance of which the Licensee becomes aware and which is likely to:

- (1) be a danger, or
- (2) cause any damage or danger;  
to the License Area or any person on or in the License Area

**9. Limitation of Westrail's liability and Indemnity**

**9.1 Westrail is not liable to the Licensee in any way as a result of:**

- (1) any loss of or damage to any property of the Licensee or any other person on the License Area or the Land; or
- (2) any injury to any of the Licensee's employees, agents or contractors or any other person sustained when any of them is on the License Area or on any other part of the Land,

and the Licensee releases Westrail from any Liability to the Licensee in connection with any such event.

**9.2 The Licensee will indemnify Westrail against any Liability incurred or suffered by Westrail arising from or in connection with:**

- (1) the loss of or any damage to the License Area or any other property on the License Area; or
- (2) the death of or any injury to any person on the License Area
- (3) the Licensee or of any of its agents, employers or contractors or any other person on the License Area, whether or not the result of negligence by any of them; or
- (4) any default by the Licensee under the offer of License.

**9.3 Clauses 9.1 and 9.2 do not apply to the extent that any Liability is caused by the negligent act or omission of Westrail or any of its agents, employees or contractors.**

## **10. Insurance**

The Lessee is to provide a Certificate of Currency from an insurance company, acceptable to Westrail, confirming that there is in place public liability insurance policy to a Minimum of \$10,000,000 or such sum as nominated by Westrail. The interests of Westrail (as Lessor) are to be noted on the policy, and a copy of the policy is to be made available to Westrail (or its agents on request). The Certificate of Currency is to be forwarded to Westrail's agents at the commencement of the lease, and upon annual renewals thereafter.

### **10.1 Cover**

The Licensee must maintain insurance by a reputable insurer which applies in relation to the License Area against:

- (1) third party liability risks; and
- (2) loss of or damage to any property (including the Licensee's own property and the property of Westrail) on the License Area

for minimum amounts and on terms and conditions reasonably approved by Westrail.

### **10.2 Premiums and claims**

The Licensee must, in respect of those insurances:

- (1) ensure that the interest of Westrail is noted on the relevant policy;
- (2) deposit certificates of currency with Westrail
- (3) pay each premium before the due date; and
- (4) notify Westrail immediately when an event occurs which may give rise to a claim under or which could adversely affect any of the insurances.

## **11. Assignment and Sub-License**

The Licensee may not assign, transfer, sub-license, or otherwise part with the benefit of the License unless Westrail consents and then only subject to any conditions on which that consent is given.

**12. Costs, expenses and stamp duty**

12.1 The Licensee will pay legal costs and expenses in relation to the preparation and stamping of the License and this offer: and

12.2 The Licensee will pay any stamp duty on the License and this offer.

**13. Additional Terms**

All sub clauses of this clause do not apply to this License, only those sub-clauses of this clause specified in the schedule shall apply to this License.

**13 (1) Lights**

The Licensee is to ensure that there is not at any time any light (white or coloured) on the License Area in a position where it may affect any person on a train or other railway vehicle.

**13 (2) Trees**

The Licensee is not to plant or allow any other person to plant a tree or shrub within the License Area which is closer than 5 metres to any level crossing or which is within any area shown hatched black on the plan attached to the License as an area where trees or shrubs cannot be planted.

**13 (3) Machinery**

The Licensee is to ensure that at all times all items of Licensee's Property which are visible to the public from outside the License area are:

- (a) kept in a good state of repair and well maintained
- (b) properly painted or treated; and
- (c) otherwise kept in a presentable and tidy condition

**13 (4) Obstruction of Views**

For safety reasons, the Licensee is to ensure that at all times there is no improvement which is higher than height from the ground specified in the schedule on that part of the Licensed Area shown on the plan attached to this offer as an area which is to be kept free from any obstruction.

**13 (5) Stock**

The Licensee is to ensure that at all times no stock or other animals stray from the Licensed Area or through the Licensed Area on to other property owned by Westrail.

**13 (6) No building or stacking**

The Licensee is to ensure that at all times.

- (a) no building or other structure is constructed or allowed to remain, and
- (b) no property is stacked or otherwise stored.

on that part of the License Area shown on the plan attached to this offer as an area which is to be free of buildings and fixed structures and not used for storage.

**13 (7) Buffer Rail**

If required by Westrail, as soon as reasonably possible after the Commencement Date the Licensee is to erect a buffer rail on the railway line boundary of the License area to prevent vehicles going on to the railway line. The Licensee is to construct the buffer rail in accordance with the design and specifications stipulated by Westrail. The cost of the buffer rail, including the cost of complying with Westrail's reasonable directions, is to be paid by the Licensee. The Licensee is to properly maintain the buffer rail after it is erected and if it is damaged the Licensee is to repair the damage as soon as reasonably possible.

**13 (8) Drainage System**

If required by Westrail the Licensee is to construct a drainage system on the License Area to prevent water damage to the railway line through or near the License Area. The Licensee is to construct the drainage system in accordance with the design and specifications stipulated by Westrail. The cost of the drainage system, including the cost of complying with Westrail's reasonable directions, is to be paid by the Licensee. The Licensee is to properly maintain the drainage system after it is constructed and if it is damaged the Licensee is to repair the damage as soon as reasonably possible.

**13 (9) Firebreaks**

The Licensee is to provide firebreaks to comply with the requirements of any Authority and all laws, including by-laws and regulations.

**13 (10) Telephone Pole**

The Licensee is to do everything reasonably possible to prevent damage occurring to any telephone pole and associated equipment including aerial lines belonging to Westrail and located on or near the License Area.

**13 (11) Telecommunications Cable**

The Licensee is not to interfere with or disturb the telecommunications cable on the License Area located as shown on the plan attached to this offer and is to prevent any other person interfering with or disturbing the telecommunications cable.

**13 (12) Fences**

If required by Westrail, the Licensee is to erect and maintain fences on the License Area to the satisfaction of Westrail.

**13(13) Environmental Protection [*where no noxious activities permitted*]**

- 13 (13.1) The Licensee is not to cause or permit any contamination of the License Area or of the environment as a result of anything brought on to or done on the License Area by the Licensee or the Licensee's Employees, Agents or Visitors.



Without affecting that obligation or limiting any right of Westrail or any indemnity in favour of Westrail, if any contamination occurs, the Licensee is to do everything necessary to minimise its effect and is to make good any damage which it causes.

13 (13.2) In this clause:

**contamination** means anything which makes the License Area or the environment:

- (a) unsafe or unfit for humans;
- (b) degraded in any way, including in its capacity to support plant life; or
- (c) materially diminished in value.

**environment** has the meaning given to it in the Environmental Protection Act 1986.

**13 (13) \*Environmental Obligation [where noxious activities permitted]**

**Authorisation** includes:

- (a) a consent, authorisation, registration, agreement, certification, permission, license, approval, authority or exemption from, by or with a Government Agency; or
- (b) in relation to anything which will be prohibited or restricted on whole or in part by law if a Government Agency intervenes or acts in any way within a specified period after lodgement, filing, registration or notification, the expiry of that period without that intervention or action.

under an Environmental Law;

**Contaminant** means a noxious or hazardous substance which, having regard to the quality and location of the substance and other substances in conjunction with which it is stored or used, is capable of causing material harm to the environment;

**Environmental Law** means a law relating to any aspect of the environment or health; and

**Government Agency** means a government or governmental, semi governmental or judicial, entity or authority.

13 (13.2) The Licensee must:

- (a) use the License Area in a manner which complies with each Environmental Law and each Authorisation;
- (b) ensure that each Authorisation, of any conduct or activity in relation to the License Area is obtained before that conductor activity and kept in full force and effect;
- (c) not do or omit to do any act which might directly or indirectly result in the revocation, suspension or modification of an Authorisation in relation to the License Area or any conduct or activity in relation to the License Area;
- (d) give to Westrail notice immediately on becoming aware of:
  - (i) the existence of a Contaminant affecting the Premises; or
  - (ii) the filing of a complaint or the commencement of proceedings against the License in relation to an alleged failure to observe or perform obligations under an Environmental Law or Authorisation;
- (f) provide to Westrail on demand:
  - (i) a report on the effect of any Environmental Law or Authorisation applicable to the License Area or any conduct or activity on the License Area prepared by an expert nominated by Westrail at the expense of the Licensee; and
  - (ii) copies of all Authorisations relating to the License Area;within a reasonable time after receipt by the Licensee of that request.

**13 (14) Termination before end of Term**

- 13 (14.1) Notwithstanding any other provision of the License if Westrail wants to terminate the License before the end of the Term for any reason, Westrail may terminate the License by giving the Licensee written notice. The termination is to take effect on the date specified in the notice. That date must be at least 6 months after the notice is given to the Licensee. If no date is specified in the notice, the termination is to take effect 6 months after the notice is given.
- 13 (14.2) On the termination date, the License will terminate and the Licensee, and any sub-licensee or occupier of the License area, is to give up vacant possession of the License Area to Westrail.
- 13 (14.3) The Licensee remains liable for the payment of Fees and to comply with its other obligations under the License until the termination date, and in the case of obligations which are expressed to survive the termination of the License, until they have been met.
- 13 (14.4) Westrail will not, in any circumstances, be liable for any loss, injury or damage (whether in the nature of economic loss or loss of profits or other wise) sustained by the Licensee or any person claiming under or through the Licensee as a result of or arising directly or indirectly in any way from the termination of the License under this clause except in relation to any liability for misrepresentation or fraud.

**13 (15) Increase in Fees on Change in Use**

If at any time the Licensee requests Westrail to allow the Licensee to change the Permitted Use, Westrail may, as a condition of agreeing to that request, require that the Fees be increased from a date (after the Licensee's request) stipulated by Westrail.

**13 (16) Bond**

- 13 (16.1) In this clause, Bond means the amount specified in the schedule together with any further amount paid under sub-clause (b) of this clause.

13 (16.2) The Licensee is to pay the Bond to Westrail before the Licensee enters the Licensed Area. The following terms apply with respect to the Bond:

- (a) if the Licensee does not comply with any of its obligations under the License, Westrail may apply the Bond towards satisfying Westrail's claim against the Licensee without notice to the Licensee
- (b) if Westrail applies the Bond towards an amount equal to the amount applied by Westrail satisfying a claim against the Licensee, the Licensee is to pay to Westrail no later than 7 days after Westrail requests the Bond to be replenished to its former amount.
- (c) Westrail is to return to the Licensee any part of the Bond that has not been applied under this clause when the License terminates.

**13 (17) Bank Guarantee**

13 (17.1) In this clause Bank Guarantee means a bank guarantee from an Australian trading bank in a form satisfactory to Westrail for an amount not less than the amount specified in the Schedule.

13 (17.2) The Licensee is to provide the Bank Guarantee to Westrail before the Licensee enters the Licensed Area. The following terms apply with respect to the Bank Guarantee:

- (a) if the Licensee does not comply with any of its obligations under the License, Westrail may call on the Bank Guarantee and apply the money received towards satisfying Westrail's claim against the Licensee without notice to the Licensee;
- (b) if Westrail applies money received under the Bank Guarantee towards satisfying a claim against the Licensee, the Licensee is to arrange for a replacement Bank Guarantee for an amount equal to the amount applied by Westrail, no later than 7 days after Westrail requests the replacement Bank Guarantee;
- (c) Westrail is to return the Bank Guarantee to the Licensee (if not called on) when the License terminates.

### **13 (18) Access**

- 13 (18.1) The Licensee may use that part of the land owned by Westrail and adjoining the Licensed Area as is shown coloured as specified in the schedule on the plan attached to the License for the purpose of access to and from the Licensed Area. The Licensee may not use that land for any other purpose. The Licensee is to ensure that no vehicles are parked on that land and that it is not obstructed in any way by the Licensee's Employees, Agents and Visitors.
- 13 (18.2) The Licensee is to promptly comply with directions given by Westrail concerning the use of the land referred to in this clause for access purposes.
- 13 (18.3) Every indemnity given by the Licensee in the License and the provisions of the Lease imposing obligations on the Licensee to maintain insurance apply to the land used by the Tenant for access purposes as if that land forms part of the License area.
- 13 (18.4) Westrail is not liable to the Licensee in any way if the Licensee is not able to use the land referred to in this clause for access purposes, except if the Licensee is prevented from using the land without lawful reason by Westrail or by an employee or agent or other person under the control of Westrail.

### **13 (19) Termination by Notice**

Notwithstanding any other provision of the License, either party may terminate the License by giving the other party written notice. The termination is to take effect on the date specified in the notice. That date must be at least 6 months after the notice is given. If no date is specified in the notice, the termination is to take effect 6 months after the notice is given.

### **13 (20) Access to Services**

The Licensee is to allow any Authority (including its employees, contractors, agents, consultants or other authorised representatives) access to any Services on the licensed area for any purpose lawfully required by the Authority.

### **13 (21) Opening Hours**

The Licensee is to keep the Licensed Area open for business:

- (a) at the times specified on the Schedule
- (b) if no times are stated, during normal business hours having regard to the customary business hours of businesses similar to the Licensee's business.

### **13 (22) Redecoration**

The Licensee is to redecorate the Licensed Area to the reasonable satisfaction of Westrail at least once in every period specified in the schedule. Redecoration of the Licensed Area includes replacing curtains, blinds and other furnishings which are worn or damaged, repainting all surfaces previously repainted and other wise treating all surfaces in the manner previously treated.

### **13 (23) Building Insurance**

During the currency of this License or any extension thereof all buildings and structures upon the said premises and all additions and appurtenances thereto which the Licensee shall not be entitled to remove at the expiration or earlier determination of this License or any extension thereof shall be insured by the Licensee, under a reinstatement and Replacement Policy approved by Westrail against loss or damage in the name of Westrail as owner and the Licensee as tenant for not less than the sum nominated in Clause 9(g) of the reference schedule or for such greater sum which is appropriate to adequately cover all buildings and structures upon the said premises, such reinstatement and Replacement insurance is to be effected with an approved insurer and the policy of insurance or a copy thereof is to be handed by the Licensee to Westrail or to Westrail's Managing Agent and that the Licensee will produce to Westrail or to Westrail's Managing Agent an Annual Certificate of Currency. Provided always that if the Licensee shall fail to make and maintain any such insurance as aforesaid Westrail may from time to time at its discretion effect and keep on foot such insurance as aforesaid, the cost of which will be a debt due and payable by the Licensee to Westrail on demand.

**SCHEDULE**

1. **The Licensee:** **PERENJORI SHIRE COUNCIL**  
PO Box 22  
PERENJORI WA 6620

2. **Commencement Date:** **1<sup>ST</sup> October 1999**

3. **License Fee:** **Peppercorn**

4. **Outgoings payable by the Licensee**

The Licensee must pay:

- all charges for services (including but not limited to electricity, gas water and sewerage and telephone and communication services) used by the Licensee in connection with the License Area; and
- any rates and taxes and similar charges and assessments levied in respect of the License Area or the Licensee's use or occupation of the License Area.
- management and administration fees recoverable in accordance with WESTRAIL agreement with its Managing Agents.

(as reasonably determined by Westrail, in the case of any charges or assessments which are levied on other land as well as the License Area) direct to the relevant supplier or Authority before they become overdue or otherwise as required by Westrail.

5. **Permitted Use:** **BEAUTIFICATION**

6. **Term:** **TEN (10) years** (subject to prior determination as provided in this License)

7. **Land:** All that land coloured yellow consisting of approximately **10,085 Sqm** as detailed in the site plan attached hereto.

8. **Additional Terms** - Only the following additional terms as detailed in clause 13 of this License and as listed below shall apply to this License.

13 (1) Lights

13 (2) Trees

13 (3) Machinery



- 13 (6) No building or stacking (Without WESTRAIL Approval)
- 13 (8) Drainage System
- 13 (9) Firebreaks
- 13 (10) Telephone Pole
- 13 (11) Telecommunications Cable
- 13 (12) Fences
- 13 (13) Environmental Protection *[where no noxious activities permitted]*
- 13 (14) Termination before end of Term
- 13 (20) Access to Services

9. **If the relevant Additional Term is included in this License then:**

- (a) Obstruction of views: Maximum height of improvements NIL metres
- (b) Bond: Amount of Bond \$ N/A dollars).
- (c) Bond guarantee: Minimum amount of guarantee \$ N/A dollars).
- (d) Access: Colour on plan of land required for access.
- (e) Opening Hours: N/A
- (f) Redecoration: Every N/A years.
- (g) Insurance: Minimum amount of cover required

**PUBLIC LIABILITY \$10,000,000**

*Note a Certificate of Currency from the Lessee's Insurer confirming the existence of such a policy, plus noting WESTRAIL's interests as Lessor must accompany the return of these documents.*

*Whenever the Policy is renewed or changed a new Certificate of Currency must be forwarded by Lessee.*

**10 Residual Current Devices**

(1) The Licensee acknowledges that it will not allow any electrical work to be carried out at the site, or to the building, without first ensuring that the licensed electrical contractor is aware of, and is working in accordance with the current legislation.

(2) The Licensee must ensure that :

- (a) Any electrical contractor performing any work in or upon the licensed area is duly qualified and licensed as required by all relevant acts, regulations and by-laws &
- (b) Any work done complies with all acts regulations, and by-laws and is done in accordance with best industry practices.

**11 Goods & Services Tax (GST)**

(1) The Lessee is responsible for GST

The Lessee must pay to WESTRAIL the amount of any GST WESTRAIL pays or is liable to pay for any supply made under the lease.

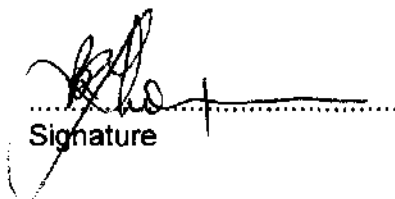
**12 Leased Area**

The Lessee acknowledges that

- (1) the leased area is approximately 400 M x 30 M and at no stage will be closer than 10 M from the railway line.
- (2) The improvements to the area will consist of beautification, possibly a Gazebo & Outdoor Seating and some signage.
- (3) No improvements will be commenced prior to obtaining WESTRAIL's written approval for the development proposal.
- (4) There will be two major WESTRAIL teams working on the track and rail reserve in the Latham area in the next few years, and the activities of these working teams may impact on the leased area.

EXECUTED as a deed.

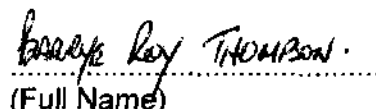
The Common Seal of the Perenjori Shire Council )  
 was hereunto affixed by authority of the )  
 its Officers in the presence of: )

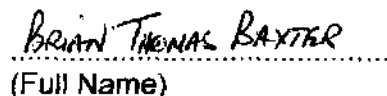
  
 Signature

CHIEF EXECUTIVE OFFICER

  
 Signature

~~Mayor~~ President

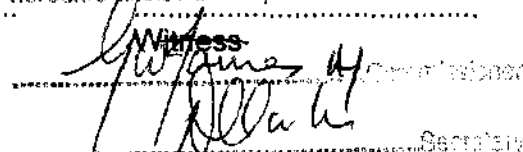
  
 (Full Name)

  
 (Full Name)

APPROVED FOR THE PURPOSES OF  
 SECTION 18 OF THE LAND  
 ADMINISTRATION ACT 1997  
 BY THE WESTERN AUSTRALIAN  
 GOVERNMENT RAILWAYS COMMISSION  
 Under Instrument of Delegation by the  
 Minister for Transport and  
 Government Railways  
 dated January 12, 1999, page 63.

Signature—

The Common Seal of The Western Australian  
 Government Railways Commission  
 hereunto affixed in the presence of

  
 Witness  
 Secretary

Accepted on behalf of the Western Australian Government Railways  
 Commission on the 10th day of Nov 1999

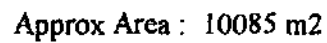
by:



In the presence of:



Surveyed and plotted by J.C. Lub. April 1966 FS-B944  
brought up to date by J.C. Lub. February 1973 FS-ND13  
Scale: 1



**Plan No. L6808**

## 15.7 TERRA MINING ROAD USER, CONTRIBUTION AND UPGRADE AGREEMENT

Applicant:	Terra Mining
File:	ADM 0901
Date:	20 February 2025
Disclosure of Interest:	
Voting Requirements:	Simple Majority
Author:	Bianca Plug – Governance Officer
Responsible Officer:	Paul Anderson – Chief Executive Officer
Attachments:	<a href="#">15.7.1 – Terra Mining Proposal for an Extension to Road Agreement</a> <a href="#">15.7.2 – Current Road User, Contribution and Upgrade Agreement</a>

### Summary

For Council to consider a proposal by the proponent of the Extension Hill Mining Project, Terra Mining to extend the current Road User, Contribution and Upgrade Agreement and dispense with the requirement of a bank guarantee.

### Background

At the Ordinary Council Meeting held 19 December 2024, Council resolved to approve an extension to the existing road user agreement with Terra Mining for a period of 3 months, aligning with the Commercial Goods Vehicle Licence.

Council Resolution Number: 191224.20

Moved: Cr Fraser

Seconded: Cr Sparkman

That Council:

2. Approve the extension to the existing Road User Agreement for a period of 3 months to the 31 March 2025 aligning with the Commercial Goods Vehicle Licence.

Motion put and carried 7/0

For: Cr Sutherland, Cr Hepworth, Cr Bryant, Cr Sparkman, Cr Bradford, Cr Fraser, Cr Campbell

Against: Nil

The agreement ([attachment 15.7.1](#)) was executed on the 23 December 2024 and is due to expire on 31 March 2025.

On 5 February 2025 the Shire received the following proposal from Terra Mining to extend the current road agreement:

*“Jude, Paul and Fellow Councillors*

*We have been given an extension to the current road agreement by Main Roads until 30 June 2025.*

*We are requesting for an extension to our current road agreement with Perenjori Shire until March 31 2026 on the condition we have an arrangement with a rail provider by 30 June 2025.*

*We have been positively progressing negotiations to utilise the Perenjori siding, which has always been our intention and the prospect continues to grow favourably. As the siding has not been used for a number of years we will need some time to be able to bring the loading area and rails cars up to a usable standard. This potentially could take between 6-12 months to complete the process as the siding and rail cars have not been used for a number of years.*

*We would also request from Council to consider dispensing of the requirement to have a bond. The money has no value other than to secure potential damage to the road that we have been actively maintaining. Terra Mining has honoured all of its agreements to date and have spent \$320,000 on road repairs that had already been damaged prior to our activities. Terra Mining has also made \$127,880 to the community fund as well as making a number of contributions to various organisations within the shire, Blue Light Disco (\$3000), the local school for a steam vacuum cleaner (\$2500) and an ongoing presence at the Perenjori Agricultural Show.*

*If the Council agree to the extension then the potential value may be as much as \$175,000 in community funds. This will also not cease as we would still require a road agreement for the period of time we are utilising the rail siding.*

*We do thank Council for their ongoing support and look forward to Councils favourable consideration in this matter.”*

Clause 23 of the road user agreement requires the Shire and Terra Mining to agree to an extension prior to expiration of the term:

- a) *the Shire and Terra Mining shall negotiate in good further to renew this Agreement, noting that the entry of the Shire into any renewed agreement will be subject to the approval of the Council of the Shire;*
- b) *if the Agreement is renewed, it will be a term of any renewed agreement that the Road Use shall only be permitted outside of School Hours, the Community Infrastructure Fund Contribution will be renegotiated and speed limits through the Perenjori townsite will be imposed as part of the conditions on any Road Use.*

Clause 5.1 of the road user agreement states:

*On the execution of this Agreement, and prior to Terra Mining commencing use of the Affected Roads for the Road Use, Terra Mining covenants and agrees to provide to the Shire a bank guarantee in the sum of \$500,000.00 (excluding GST) (Bank Guarantee) to be held by the Shire in accordance with this clause 5.*

Clause 5.1 has been in effect since the first road user agreement commenced on 22 December 2023.

At the Ordinary Council Meeting held on 25 July 2024, Council considered the following request from Terra Mining:

*"We are requesting that the Council consider the requirement for \$500,000k bond (Bank guarantee for potential future work road damage-repair) to be suspended until January 2025 where our DMS will deliver our beneficiation products to the market. This will provide a secure and long-term viability for the Extension Hill project.*

*However, if Perenjori Shire considers the suspension of the bond until January 2025 is not acceptable, Terra Mining would alternatively request monthly cash payments of \$50,000 (until the \$500,000 is reached) to be held in a trust account, in the event funding for work on agreed road damaged through our activities is not carried out."*

As a show of good faith, and to ensure Council had funds to draw upon should the requirement to maintain roads not be met by Terra Mining, Council resolved the following:

Council Resolution Number: 250724.29

Moved: Cr Fraser

Seconded: Cr Bradford

THAT Council notes the request from Terra Mining in regard to the Bank guarantee requirements contained with the Road User, Contribution and Upgrade Agreement and resolves the following:

Option 2.

The Council accept five payments of \$100,000 per month commencing in August 2024 until the Bank guarantee amount is reached (\$500,000) and subject to the immediate acceptance of a baseline road report provided by Greenfield Technical Services in January 2024.

Motion put and carried 7/0

For: Cr Sutherland, Cr Hepworth, Cr Bradford, Cr Bryant, Cr Campbell, Cr Sparkman, Cr Fraser

Against: Nil

The first instalment of \$100,000 for the bank guarantee (\$500,000) was deposited into Council's bank account in September 2024. Since this date, no further deposits have been received with an outstanding amount of \$400,000 remaining.

### **Statutory Environment**

*Main Roads Act 1930*

*Road Traffic (administration) Act 2008 - s132*

*Public Works Act 1902*

*Land Administration Act 1997- s55(2)*

*Local Government Act 1995 - s3.57*

### **Policy Implications**

Nil

## **Consultation**

Elected Members

Barry Cook – Chief Operating Officer, Terra Mining

Damian Lesque – Project Compliance Manager, Terra Mining

## **Financial Implications**

The current road agreement places the costs associated with maintaining the road to an acceptable standard with Terra Mining while they are operating and utilising the affected roads.

Should Council resolve to remove the bank guarantee clause from the agreement, Terra Mining will still be required to maintain Council road assets in an acceptable condition to ensure the safety of all road users.

Removing this clause eliminates the ability for Council to draw upon funds to undertake repairs if the requirement to maintain the roads contained within the agreement are not met by Terra.

The current agreement also includes the provision for a community infrastructure fund contribution per tonne of product from the mining operations. The current balance of the community fund is \$127,880 with the most recent payments received in January 2025. As noted by Terra, the community fund will not cease even if arrangement with a rail provider is met.

The Council in only authorising use for a 12-month period can include a provision in future agreements for an increase in the community contribution.

## **Strategic Community Plan**

Goal 2: Eco-friendly, attractive and well-maintained towns, surrounded by outstanding natural beauty, landscapes, flora and fauna to be protected and enjoyed.

2.6. Roads, footpaths and drainage are appropriately managed according to their need and use.

Goal 4: A strong and diverse Council working closely with the proactive and involved community.

4.3. The Shire advocates and partners effectively on behalf of the community.

4.6. The organisation, assets and finances of the Shire are managed responsibly.

## **Officer Comment**

The overall premise of the agreement is that Terra Mining are fully responsible for maintaining the road in an agreed acceptable condition and have a legal responsibility regarding road use whilst they are carting ore from Extension Hill Minesite.

The officer recommendations have been separated into three parts to minimise confusion.

Council can consider the following options for the extension:

1. Refuse the request for an extension to the road agreement until such time that Terra Mining have fulfilled their bank guarantee requirements. This option is in accordance with the current agreement and Council Resolution 250724.29.
2. Approve the extension to the current road agreement for a period of 3 months to the 30 June 2025. This option allows time for Terra Mining to secure an arrangement with a rail provider and aligns with the extension given by Main Roads.
3. Approve the extension to the current road agreement for a period of 12 months to the 31 March 2026 on the condition that Terra Mining have an arrangement with a rail provider by 30 June 2025.
4. Approve an extension for a period the Council sees fit with the amendments as determined by Council to be negotiated with Terra Mining.

Council can consider the following options for the bank guarantee:

1. Accept Terra Mining's proposal to dispense the requirement of a bank guarantee or;
2. Refuse Terra Mining's proposal to dispense the requirement of a bank guarantee or;
3. Consider reducing the bank guarantee amount to \$250,000 or an amount as determined by Council.



#### **OFFICER RECOMMENDATION**

**Council Resolution Number:**

**Moved:**                      **Seconded:**

**That Council notes the request from Terra Mining to extend the current Road User, Contribution and Upgrade Agreement to 31 March 2026 and the request to dispense with the requirement of a bank guarantee.**

**Motion put and carried / lost**

**For:**

**Against:**

#### **OFFICER RECOMMENDATION**

**Council Resolution Number:**

**Moved:**                      **Seconded:**

**That Council:**

- 1. Advise Terra Mining that Council will not consider any extension to the Road User, Contribution and Upgrade Agreement until such time that the Bank Guarantee amount is reached (\$500,000).**

**OR**

- 2. Approve the extension to the existing Road User, Contribution and Upgrade Agreement for a period of 3 months to 30 June 2025, aligning with the extension provided by Main Roads and allowing time for Terra Mining to secure an arrangement with a rail provider by 30 June 2025.**

**OR**

- 3. Approve the extension to the existing Road User, Contribution and Upgrade Agreement for a period of 12 months to the 31 March 2026 on the condition that Terra Mining secure an arrangement with a rail provider by 30 June 2025.**

**Motion put and carried / lost**

**For:**

**Against:**

#### **OFFICER RECOMMENDATION**

**Council Resolution Number:**

**Moved:**                      **Seconded:**

**That Council:**

- 1. Accept Terra Mining's request to dispense the requirement of a Bank Guarantee.**

**OR**

- 2. Decline the request to dispense the requirement of a Bank Guarantee and advise Terra Mining that the Bank Guarantee is due and payable in accordance with the Road User, Contribution and Upgrade Agreement and Council Resolution 250724.29.**

**OR**

- 3. Reduce the Bank Guarantee amount from \$500,000 to \$250,000 inclusive of the \$100,000 already paid by Terra Mining.**

**Motion put and carried / lost**

**For:**

**Against:**

[Next Item](#)

Perenjori Shire Council  
56 Fowler St  
PO Box 22  
Perenjori WA 6620

### **Proposal for an Extension to Current Road Agreement**

5 February 2025

Jude, Paul and Fellow Councillors

We have been given an extension to the current road agreement by Main Roads until 30 June 2025.

We are requesting for an extension to our current road agreement with Perenjori Shire until March 31 2026 on the condition we have an arrangement with a rail provider by 30 June 2025.

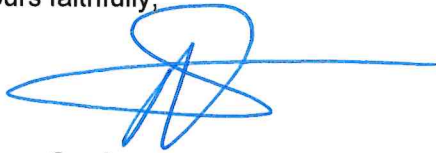
We have been positively progressing negotiations to utilise the Perenjori siding, which has always been our intention and the prospect continues to grow favourably. As the siding has not been used for a number of years we will need some time to be able to bring the loading area and rails cars up to a usable standard. This potentially could take between 6-12 months to complete the process as the siding and rail cars have not been used for a number of years.

We would also request from Council to consider dispensing of the requirement to have a bond. The money has no value other than to secure potential damage to the road that we have been actively maintaining. Terra Mining has honoured all of its agreements to date and have spent \$320,000 on road repairs that had already been damaged prior to our activities. Terra Mining has also made \$127,880 to the community fund as well as making a number of contributions to various organisations within the shire, Blue Light Disco (\$3000), the local school for a steam vacuum cleaner (\$2500) and an ongoing presence at the Perenjori Agricultural Show.

If the Council agree to the extension then the potential value may be as much as \$175,000 in community funds. This will also not cease as we would still require a road agreement for the period of time we are utilising the rail siding.

We do thank Council for their ongoing support and look forward to Councils favourable consideration in this matter.

Yours faithfully,



**Barry Cook**  
**Chief Operating Officer**  
**Terra Mining Pty Ltd**

# Road User, Contribution and Upgrade Agreement – Terra Mining Pty Ltd

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Shire of Perenjori

Terra Mining Pty Ltd



**McLEODS**

Lawyers

Stirling Law Chambers | 220 Stirling Highway | CLAREMONT WA 6010

Tel: (08) 9383 3133 | Fax: (08) 9383 4935

Email: [mcleods@mcleods.com.au](mailto:mcleods@mcleods.com.au)

Ref: FG:PERE:51547

# Copyright notice

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# Details

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## Parties

### Shire of Perenjori

of 56 Fowler Street, Perenjori, Western Australia 6620  
(Shire)

### Terra Mining Pty Ltd (ACN 605 732 518)

of Unit 1, Level 2, 7 Rheola Street, West Perth, Western Australia 6005  
(Terra Mining)

## Background

- A Subject to the *Main Roads Act 1930* and the *Public Works Act 1902*, the Shire is vested with care, control and management of roads within its district pursuant to section 55(2) of the *Land Administration Act 1997*.
- B Pursuant to section 132 of the *Road Traffic (Administration) Act 2008* the Shire is entitled to recover extraordinary expenses incurred in repairing road infrastructure because of damage caused by heavy traffic and may enter into an agreement with a person against whom such expenses may be recoverable in respect of heavy traffic.
- C Terra Mining wishes to recommence its mining operations at Extension Hill (Mount Gibson), which is located adjacent to the district of the Shire and proposes to undertake the Road Use, which comprises high volume heavy vehicle usage on the Affected Roads (**Affected Roads**).
- D In consideration for the Shire's agreement to the use of the Affected Roads for the Road Use, Terra Mining has also agreed to pay the Community Infrastructure Fund Contribution in addition to Terra Mining's agreement to carry out any upgrade works to the Affected Roads as and when required by the Shire.
- E The parties enter into this Agreement to record the terms of their agreement with respect to the Shire's agreement to permit Terra Mining to use the Affect Roads for the Road Use.

## Agreed terms

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### 1. Defined Terms and Interpretation

#### 1.1 Definitions

Unless otherwise required by the context or subject matter the following words have these meanings in this Agreement:

**Affected Roads** means the roads affected by the Road Use as specified in **Item 3** of the Schedule;

**Agreement** means this document as supplemented, amended or varied from time to time;

**Amounts Payable** means any money payable by Terra Mining under this Agreement;

**Authorised Person** includes:



- (a) the employees, agents, contractors and invitees of Terra Mining; and
- (b) any person on or using the Affected Road for the Road Use with the express authority of a person specified in paragraph (a);

**Bank Guarantee** is defined in **clause 5.1** of this Agreement;

**Baseline Condition** means the baseline condition at the commencement of this Agreement, as assessed in accordance with **clause 2.5(1)(a)** of this Agreement;

**Business Day** means a day that is not a Saturday, Sunday, bank holiday or public holiday in Western Australia;

**CEO** means the Chief Executive Officer for the time being of the Shire or any person appointed by the Chief Executive Officer to perform any of her or his functions under this Agreement;

**Contamination** has the same meaning it has under the *Contaminated Sites Act 2003*;

**Commencement Date** means the date of execution of this Agreement;

**Community Infrastructure Fund Contribution** means the cost contribution specified in **Item 5** of the Schedule;

**CPI** means the Consumer Price Index (All Groups) for Perth, Western Australia as first published each quarter by the Australian Bureau of Statistics (disregarding any subsequent adjustments to the index figure set or published);

**Environmental Harm** has the same meaning it has under the *Environmental Protection Act 1986*;

**Invoice** means a tax invoice which has the meaning which it bears in section 195-1 of the *A New Tax System (Goods and Services Tax) Act 1999* (Cth);

**Notice** means each notice, demand, consent or authority given or made to any person under this Agreement;

**Party** means the Shire or Terra Mining according to the context;

**Pollution** has the same meaning it has under the *Environmental Protection Act 1986*;

**Product** means iron ore and/or iron ore derivatives;

**Road Upgrade and Maintenance Works** means the maintenance works to the Affected Roads as specified in **Item 4** of the Schedule;

**Road Use** means the road use specified in **Item 2** of the Schedule;

**School Hours** means the hours between 7.30am – 9am and between 3pm – 4pm;

**Term** means the Term of this Agreement specified in **Item 1** of the Schedule, and where applicable includes any extension of the Term;

**Terra Mining's Obligations** means the agreements and obligations set out or implied in this Agreement or imposed by law to be performed by Terra Mining or any person on behalf of Terra Mining;

**Shire's Obligations** means the agreements and obligations set out or implied in this Agreement, or imposed by law to be performed by the Shire; and

**Schedule** means the Schedule to this Agreement.

## **1.2 Interpretation**

In this Agreement, unless the context otherwise requires:

- (a) headings, underlining and numbering do not affect the interpretation or construction of this Agreement;
- (b) words importing the singular include the plural and vice versa;
- (c) words importing a gender include any gender;
- (d) an expression importing a natural person includes any company, partnership, joint venture, association, corporation or other body corporate;
- (e) references to parts, clauses, parties, annexures, exhibits and schedules are references to parts and clauses of, and parties, annexures, exhibits and schedules to, this Agreement;
- (f) a reference to any statute, regulation, proclamation, ordinance or local law includes all statutes, regulations, proclamations, ordinances or local law varying, consolidating or replacing them, and a reference to a statute includes all regulations, proclamations, ordinances and local laws issued under that statute;
- (g) no rule of construction will apply to the disadvantage of a party on the basis that that party was responsible for the preparation of this Agreement or any part of it;
- (h) a reference to anything (including any real property) or any amount is a reference to the whole and each part of it;
- (i) reference to the parties includes their personal representatives, successors and lawful assigns;
- (j) where a reference to a party includes more than one person the rights and obligations of those persons will be joint and several; and
- (k) the Schedule and Annexures (if any) form part of this Agreement.

## **2. Use of Affected Roads**

### **2.1 Use of Affected Roads**

- (1) Subject to the satisfaction of Terra Mining's Obligations and all applicable consents and approvals being obtained, the Shire permits Terra Mining and its authorised haulage contractors to use the Affected Roads on the haulage route shown on the map annexed hereto as **Annexure 1** during the Term for the Road Use (**Haulage Route**) and more particularly detailed in **Item 3** of the Schedule for the purpose of hauling iron ore using RAV Category 7 Vehicles (including concessionally loaded RAV Category 7 Vehicles).

### **2.2 Acknowledgements**

- (1) Terra Mining agrees and acknowledges:
  - (a) this Agreement does not create or confer on Terra Mining any tenancy or any other estate or interest in the Affected Roads;
  - (b) this Agreement does not confer any exclusive rights of Terra Mining to the Affected Roads;
  - (c) Terra Mining may not, at any time, exclude any person from using the Affected Roads; and

- (d) the Shire retains possession and control of the Affected Roads.

### **2.3 Suspension of use**

- (1) If at any time Terra Mining breaches any of Terra Mining's Obligations or if the Shire (acting reasonably) deems necessary, the Shire may on written notice to Terra Mining restrict and/or suspend its use of the Affected Roads under **clause 2.1**, for any period that the Shire deems reasonable (**Suspension Notice**).
- (2) A restriction or suspension under **clause 2.3(1)** will:
  - (a) be at the cost of Terra Mining and without recourse or penalty against the Shire; and
  - (b) continue until the breach is remedied by Terra Mining.

### **2.4 Road Closure**

- (1) Terra Mining acknowledges that the right to use the Affected Roads under **clause 2.1**, is subject to the Shire's right to close or restrict traffic on the Affected Roads in accordance with applicable law.
- (2) In the event of rapid deterioration of the condition of the Affected Roads, adverse weather conditions, an emergency, or if the Shire (acting reasonably) deems the Affected Roads to be unsafe for use, the Shire reserves its right to close (or restrict access to) the Affected Roads or take any other action as the Shire deems appropriate to protect the health and safety of road users.
- (3) The Shire will use all reasonable endeavours to consult with Terra Mining and except in the event of an emergency, will provide Terra Mining with advance notice in writing prior to exercising its rights to close or restrict use of the Affected Roads under **clause 2**.
- (4) Terra Mining must comply with the requirements of any notice issued under **clause 2.3(1)** and in the case of an emergency must immediately suspend its use of the Affected Roads as directed by the Shire.
- (5) During any period of temporary closure of the Affected Roads, the Shire will undertake regular inspections of the Affected Roads and will use all reasonable endeavours to keep the period of closure to a minimum.
- (6) The Shire will not be liable to pay any compensation to Terra Mining for exercising its rights pursuant to this **clause 2.3** or any written law.

### **2.5 Inspection of Affected Roads**

- (1) The Parties agree that the Shire or a contractor engaged by the Shire (and in the case of a contractor, a contractor nominated and agreed by both the Shire and Terra Mining) will carry out:
  - (a) a baseline inspection at the commencement of the Term;
  - (b) monthly visual inspections during the Term; and
  - (c) an end of agreement inspection at the End of the Term,
  - (d) of the Affected Roads, to obtain comprehensive visual data to monitor deterioration of the Affected Roads.
- (2) Terra Mining will be liable for the costs of the inspections made under **clause 2.5(1)**. Terra Mining agrees and acknowledges that payment is required to be made by Terra Mining to the Shire within 14 days of receipt of an invoice for such inspections from the Shire.

- (3) The Shire will share the inspection data obtained under **clause 2.5(1)** with Terra Mining.

## **2.6 Obligations in respect of Affected Roads**

- (1) Terra Mining covenants and agrees with the Shire that it must:
- (a) take all reasonable measures necessary to prevent refuse, rubbish, debris and all other materials from falling from its vehicles or being deposited on the Affected Roads and must at its cost, remove any material left or deposited by it on the Affected Roads;
  - (b) comply with all reasonable conditions that may be imposed by the Shire and/or any Service Authority from time to time in relation to the Terra Mining's use of the Affected Roads;
  - (c) comply promptly with all laws, rules and procedures in relation to its use of the Affected Roads;
  - (d) apply for, obtain and maintain in force all consents, approvals, authorities, licences and permits required under any statute for the use of the Affected Roads for the Road Use; and
  - (e) comply promptly with all orders, notices, requisitions or directions of any competent authority relating to the Terra Mining's use of the Affected Roads.

## **3. Road Upgrade/Maintenance Works**

Terra Mining covenants and agrees with the Shire that:

- (a) in the event the Shire issues Terra Mining with a written notice requiring the upgrade and/or repair of any portion of the Affected Roads (**Notice**) Terra Mining shall carry out any works required to either upgrade and/or repair the Affected Roads as specified in the Notice in accordance with the specifications of and to the satisfaction of the Shire and in accordance with the applicable standards for road construction to enable the Affected Roads to be used for the purpose of hauling iron ore using RAV category 7 vehicles (including concessionally loaded RAV Category 7 vehicles);
- (b) prior to the commencement of any works as specified in **clause 3(a)**, Terra Mining shall ensure that it has obtained all relevant permits, approvals or other authorisations as are necessary to carry out those works;
- (c) it shall use its best endeavours to ensure that any works carried out pursuant to **clause 3(a)** of this Agreement are completed within any timeframes specified in the Notice or within a reasonable time as determined by the Shire acting reasonably;
- (d) the scope of any Road Upgrade/Maintenance Works shall include but not be limited to the list of items referred to in **Item 4** of the Schedule;
- (e) it shall carry out the works as specified under the Item titled "Road Upgrade and Maintenance Tasks Response Times" and shall complete any of the items listed under that heading and more specifically in accordance with the timeframes specified next to the specified tasks; and
- (f) if Terra Mining fails to carry out the works specified in any Notice within the time specified in the Notice or within any other timeframe nominated by the Shire, the Shire may provide Terra Mining with a notice requiring Terra Mining to complete such works and if Terra Mining fails to comply with the requirements of the Shire's notice within 10 days after receipt of the notice, the Shire may, in its discretion, undertake the necessary works and the costs of such works may be deducted from the Bank Guarantee in accordance with **clause 5**

of this Agreement and such cost shall in any event be a liquidated debt recoverable from Terra Mining in a court of competent jurisdiction.

## 4. Maintenance obligations

Until the expiration of the Term or such longer period of time in the event of the Shire agrees to the extension of the Term, Terra Mining is fully responsible, at its cost, to maintain the Affected Roads in good repair and to an appropriate trafficable standard, to the satisfaction of the Shire and to the extent set out in this Agreement.

## 5. Security for Performance

### 5.1 Bank Guarantee

On the execution of this Agreement, and prior to Terra Mining commencing use of the Affected Roads for the Road Use, Terra Mining covenants and agrees to provide to the Shire a bank guarantee in the sum of \$500,000.00 (excluding GST) (**Bank Guarantee**) to be held by the Shire in accordance with this **clause 5**.

### 5.2 Requirements of Bank Guarantees

Any bank guarantee provided under this **clause 5** must:

- (a) be an unconditional and irrevocable undertaking from a bank or financial institution authorised to carry on banking in Australia under the *Banking Act 1959*;
- (b) authorise the Shire to draw on the guarantee, whether or not a demand or notice has been given to Terra Mining;
- (c) be in favour of the Shire and in a form satisfactory to the Shire (acting reasonably) and otherwise be in a form acceptable to the Shire; and
- (d) not specify an expiry date, unless otherwise agreed by the Shire in writing.

### 5.3 Shire may retain and draw down on security

Terra Mining acknowledges and agrees with the Shire that:

- (a) the Shire may retain any security provided under this **clause 5** to ensure that any works required to be completed by Terra Mining are completed in accordance with the terms of this Agreement;
- (b) the Shire may without further notice deduct from the Bank Guarantee (as the case may be) the following amounts:
  - (a) in the event Terra Mining fails to complete any part of the Road Upgrade/Maintenance Works as required by **clause 3** of this Agreement or to rectify any defects in accordance with the terms of this Agreement and has failed to comply with a notice issued by the Shire under **clause 3**, the reasonable costs and expenses incurred by the Shire to complete such works; and
  - (b) in the event Terra Mining fails to comply with any of its covenants or obligations under this Agreement and has failed to comply with a notice issued by the Shire under **clause 3**, the reasonable costs and expenses incurred by the Shire arising as a result of non-compliance with any of Terra Mining's covenants or obligations under this Agreement.

## 5.4 Return of security

The Shire and Terra Mining covenant and agree that, subject always to there being no unremedied default or breach under this Agreement and, in the event a bank guarantee is provided under this **clause 5**, any financial institution which provided a guarantee under this Agreement having made payable to the Shire pursuant to all requests by the Shire to draw down on a guarantee, Terra Mining will be entitled to the return of any unused portion of the security held by the Shire pursuant to this Agreement on the expiration of the Term as extended by the Shire:

## 5.5 Acknowledgement

- (1) Terra Mining covenants and agrees with the Shire, that any security provided under this Agreement will be without prejudice to the right of the Shire to recover from Terra Mining any further amount owing pursuant to this Agreement which exceeds the security, and to any other remedy the Shire may have against Terra Mining.
- (2) Without limiting **clause 5.5(1)**, Terra Mining covenants and agrees with the Shire that if any amount for which it is liable to the Shire exceeds the amount of any security held by the Shire under this Agreement that amount will be a liquidated debt recoverable by the Shire from Terra Mining in a Court of competent jurisdiction.

## 6. Insurance

- (1) Terra Mining must:
  - (a) effect and maintain with reputable insurers (noting the Shire as an additional insured) an adequate public liability insurance (**Policy**);
  - (b) ensure such public liability insurance Policy is written on an occurrence basis with a limit of indemnity of not less than TWENTY MILLION DOLLARS (\$20,000,000.00) (**Insured Sum**);
  - (c) ensure the Policy shall cover the Shire for the Insured Sum for any one event in respect of bodily injury or loss of property in connection with the Terra Mining's performance under this Agreement;
  - (d) ensure the Policy shall cover the Shire for all claims (but without limiting the generality of the foregoing) for loss or damage to property not owned by Terra Mining and also for any loss or damage to property not under the physical or legal control of Terra Mining but only to the extent that such loss or damage is caused by Terra Mining;
  - (e) advise the Shire of any changes to the Policy or any cancellation of the Policy; and
  - (f) ensure the Policy contains a cross liability clause as if there was a separate policy of insurance covering all parties included as additional insureds (subject to always to the overall sum insured not being increased thereby).
- (2) Terra Mining agrees that the Shire shall not be liable for any payments whatsoever (including any excess on claims) in respect of such insurance under this **clause 6**.

## 6.2 Insurance of employees

Terra Mining must ensure that it and any of its contractors and sub-contractors effect and maintain employers' indemnity insurance, the Shire's, any relevant Authority and Terra Mining's respective rights and interests in the Roads) including workers' compensation insurance in respect of all Authorised Persons. Such cover must:

- (a) be in respect of liability for death of or injury to persons employed including liability by statute and at common law; and
- (b) be maintained while any work under this Agreement remains to be done; and
- (c) include a principal's indemnity extension for *Workers' Compensation and Injury Management Act 1981* (WA) benefits and common law liability of at least \$20,000,000 (or such other agreed amount).

### 6.3 Insurance of vehicles

Terra Mining must ensure that any vehicle used by Terra Mining and/or Terra Mining's Authorised Persons accessing the Affected Roads is licensed and has third party motor insurance cover for at least \$20,000,000 in respect of any one occurrence.

### 6.4 Interest

Without affecting the rights, power and remedies of the Shire under this Agreement, Terra Mining covenants and agrees to pay to the Shire interest on demand on any Amounts Payable which are unpaid for 30 days computed from the due date for payment until payment is made.

### 6.5 Excess

Terra Mining agrees that the Shire shall not be liable for any excess payments with respect to any of the insurance policies under this **clause 6**.

## 7. Community Infrastructure Fund Contribution

- (1) For the duration of the Term, Terra Mining covenants and agrees with the Shire to pay to the Shire the Community Infrastructure Fund Contribution to support the acquisition, restoration, extension and improvement of community infrastructure within the Shire as specified in **Item 5** of the Schedule (**Community Infrastructure Fund Contribution**), and the Community Infrastructure Fund Contribution shall be indexed at CPI annually.
- (2) Terra Mining agrees and acknowledges that payment of the Community Infrastructure Fund Contribution is required to be made by Terra Mining within 14 days of receipt of an invoice for such cost contribution from the Shire and more specifically in accordance with **clause 7(4)** of this Agreement.
- (3) Terra Mining agrees to provide to the Shire on a monthly basis the tonnage of product (including any by-product) transported from the operations at Extension Hill to facilitate the calculation of the Community Infrastructure Fund Contribution.
- (4) Terra Mining will pay to the Shire the amount in accordance with **Item 5** of the Schedule invoiced monthly, by direct debit into an account nominated in writing by the Shire within fourteen (14) days of receipt of a valid tax invoice from the Shire. For the avoidance of doubt unless agreed otherwise or as set out in this Agreement, failure to pay a correctly rendered tax invoice will be in a breach of this Agreement by Terra Mining.

## 8. Use of Fund Contributions

- (1) The Community Infrastructure Fund Contribution must be held in a reserve account by the Shire in accordance with section 6.9 of the *Local Government Act 1995*.
- (2) The Community Infrastructure Fund Contribution must be applied by the Shire for the purposes of acquisition, restoration, extension and improvement of community infrastructure owned by, or



located within, the Shire (which shall include but not limited to housing for employees of the Shire) as deemed necessary by the Shire from time to time.

- (3) The Shire will record details of all expenditure of funds from the account into which the Community Infrastructure Fund Contribution are deposited. Terra Mining may inspect the expenditure records held by the Shire by notice of 14 days being given to the Shire.

## 9. Report

Terra Mining must promptly report to the Shire -

- (a) any material damage to the Affected Roads of which it is aware;
- (b) any circumstance (of which it is aware) which is likely to be a danger or cause any damage or any danger to the Affected Roads or to any person in or on the Affected Roads;
- (c) any occurrence or circumstances in or near the Affected Roads (of which it is aware) which might reasonably be expected to cause Pollution or Contamination of the environment in or on the Affected Roads; and
- (d) all notices, orders and summonses received by it, which affect the Affected Roads and immediately give them to the Shire.

## 10. Indemnity

### 10.1 Terra Mining's responsibilities

Terra Mining is responsible and liable for all acts or omissions of any Authorised Person on the Affected Road for the purpose of the Road Use and for any breach by them of any covenants or terms in this Agreement required to be performed or complied with by Terra Mining.

### 10.2 Indemnity

- (1) Terra Mining indemnifies, and must keep indemnified, the Shire and the Minister for Lands from and against all actions, claims, costs, proceedings, suits and demands whatsoever which may at any time be incurred or suffered by the Shire or the Minister for Lands, or brought, maintained or made against the Shire or the Minister for Lands, in respect of:

- (a) any loss whatsoever (including loss of use);
- (b) injury or damage of, or to, any kind of property or thing; and
- (c) the death of, or injury suffered by, any person,

to the extent caused by or contributed to, whether directly or indirectly:

- (i) the closure of the Affected Roads caused by an act or omission of the Terra Mining;
- (ii) the use of the Affected Roads by Terra Mining or any Authorised Person for the purpose of the Road Use;
- (iii) any work carried out by or on behalf of Terra Mining on the Affected Roads;
- (iv) Terra Mining's activities, operations or business on, or other use of any kind on the Affected Roads;

- (v) the presence of any Contamination, Pollution or Environmental Harm in, on or under the Affected Roads or adjoining land caused or contributed to by the act, neglect or omission of Terra Mining or any Authorised Person;
  - (vi) any default by Terra Mining in the due and punctual performance, observance and compliance with any of Terra Mining's covenants or obligations under this Agreement; or
  - (vi) an act or omission of Terra Mining,
- except to the extent caused or contributed to by the Shire's negligent act or omission.

### 10.3 Obligations Continuing

The obligations of Terra Mining under this **clause 10**, continue after the expiration or earlier determination of this Agreement in respect of any act, agreement, matter or thing occurring or arising as a result of an event which occurs before the expiration or earlier determination of this Agreement.

## 11. Costs

Terra Mining will pay the Shire's legal costs of and incidental to the preparation, negotiation, execution and stamping of this Agreement and all duty payable hereon.

## 12. No Fetter

Despite any other provision of this Agreement, the Parties acknowledge that the Shire is a local government established by the *Local Government Act 1995*, and in that capacity, the Shire may be obliged to determine applications for consents, approvals, authorities, licences and permits having regard to any Written Law governing such applications including matters required to be taken into consideration and formal processes to be undertaken, and the Shire will not be taken to be in default under this Agreement by performing its statutory obligations or exercising its statutory discretions, and a provision of this Agreement will not fetter the Shire in performing its statutory obligations or exercising any discretion.

## 13. Notices

Any communication under or in connection with this Agreement:

- (a) must be in writing;
- (b) must be addressed in the manner specified in **Item 6** of the Schedule;
- (c) must be signed by the party making the communication or on its behalf by the solicitor for, or by any attorney, director, secretary, or authorised agent or officer of, any party;
- (d) must be delivered or posted by prepaid post to the address, or sent by email to the email address of the addressee, in accordance with **clause 13(b)** of this Agreement;
- (e) will be deemed to be given or made:
  - (i) if by personal delivery, when delivered;
  - (ii) if by leaving the Notice at an address specified in **clause 13(b)** of this Agreement, when left at that address unless the time of leaving the Notice is not on a Business Day or after 5pm on a Business Day, in which case it will be deemed to be given or made on the next following Business Day;

- (iii) if by post to an address specified in **clause 13(b)** of this Agreement, on the seventh Business Day following the date of posting of the Notice if posted in Australia and on the fourteenth Business Day following the date of posting of the Notice if posted outside of Australia; and
- (iv) if sent by email, when despatched by email to an email address specified in **clause 13(b)** unless the time of dispatch is not on a Business Day or after 5 pm on a Business Day, in which case it will be deemed to be given or made on the next following Business Day.

## 14. Dispute

### 14.1 Referral of Dispute: Phase 1

Except as otherwise provided, any dispute arising out of this Agreement is to be referred in the first instance in writing to the Shire's Representative as nominated in writing by the Shire from time to time (**Shire's Representative**) who will convene a meeting within 7 days of receipt of such notice from Terra Mining or such other period of time as is agreed to by the parties between the Shire's Representative and an employee of Terra Mining for the purpose of resolving the dispute (**Original Meeting**).

### 14.2 Referral of Dispute: Phase 2

In the event the dispute is not resolved in accordance with **clause 14.1** of this Agreement, then the dispute will be referred in writing to the CEO of the Shire who will convene a meeting within 7 days of the Original Meeting or such other date as is agreed to by the parties between the CEO of the Shire and CEO or other authorised senior employee of Terra Mining for the purpose of resolving the dispute.

### 14.3 Appointment of Independent Mediator: Phase 3

In the event the dispute is not resolved in accordance with **clause 14.2** of this Agreement, then the dispute will be referred to mediation conducted by a mediator appointed by the President of the Law Society of Western Australia, the Shire and Terra Mining may each be represented by a legal practitioner and the mediator will determine the guidelines for mediation.

### 14.4 Appointment of Arbitrator: Phase 4

In the event the dispute is not resolved in accordance with **clause 14.3** of this Agreement then the dispute will be determined by a single arbitrator under the provisions of the *Commercial Arbitration Act 2012* (as amended from time to time) and the Parties may each be represented by a legal practitioner.

### 14.5 Payment of Amounts by Terra Mining

Terra Mining must pay the Amounts Payable without deduction to the date of the award of the Arbitrator or the date of an agreement between the Parties whichever event is the earlier, and if any money paid by Terra Mining is not required to be paid within the terms of the award of the Arbitrator or by agreement between the Parties then the Shire will refund to Terra Mining the monies paid.

## 15. Force Majeure

- (1) Should a Party be delayed in the performance of this Agreement by an event which that Party concerned considers is a Force Majeure occurrence, then the Party delayed must –
  - (a) give written notice to the other Party immediately giving the full particulars of the event and why it is considered a Force Majeure occurrence; and

- (b) use its best efforts to remedy the situation.
- (2) On giving a notification under **clause 15(1)**, the performance or compliance by a Party of or with any of the responsibilities or obligations under this Agreement affected by the Force Majeure occurrence are to be suspended. The suspension is to continue for as long as the performance or compliance with that responsibility or obligation under this Agreement is so prevented or hindered. During the suspension, the Parties must consult with each other without delay as to the measures to be taken regarding the continuation of the use, repair, rectification and payment and the implementation of this Agreement. The Parties must agree on a solution equitable to all Parties.
- (3) On cessation of any Force Majeure occurrence, the Parties must take all reasonable measures necessary to minimise the effects of the delay.
- (4) Should the Force Majeure continue for more than 60 consecutive days either Party may terminate this Agreement with immediate effect by giving the other Party written notice of termination.
- (5) A Party is not liable for any delay or failure of performance of the terms and conditions of this Agreement to the extent such delay or failure is attributable to events of Force Majeure which has been notified in accordance with this clause.
- (6) Force Majeure may not be invoked by a Party if, and to the extent that, any prior default under this Agreement of the Party concerned caused or contributed to the prevention or impediment of the due performance of the obligations under this Agreement.

## 16. Goods and Services Tax

### 16.1 Definitions

The following definitions apply for the purpose of this clause:

- (a) **Act** means the Commonwealth's *A New Tax System (Goods and Services Tax) Act 1999* and associated Acts and subsidiary legislation;
- (b) **Consideration** means any money payable to the Shire under this Agreement, but does not include the amount of the GST which may apply to such money payable under the Act;
- (c) **GST** means a tax under the Act levied on a Supply including but not limited to the Amounts Payable or other money payable to the Shire for goods or services or property or any other thing under this Agreement; and
- (d) **Supply** means a good or service or any other thing supplied by the Shire under this Agreement, if any.

### 16.2 Terra Mining to Pay GST

- (1) The Consideration will be increased by the amount of the GST, if any, which the Shire is required under the Act to pay on any Supply made under this Agreement.
- (2) Terra Mining must pay any increase referred to in **clause 16.2(1)** whether it is Terra Mining or any other person who takes the benefit of any Supply.
- (2) Terra Mining must pay the amount of the GST to the Shire at the same time and in the same manner as Terra Mining is required to pay the Consideration under this Agreement.

### **16.3 Statement of GST paid is Conclusive**

A written statement given to Terra Mining by the Shire of the amount of the GST that the Shire pays or is liable to pay or account for is conclusive as between the Parties except in the case of an obvious error.

### **16.4 Tax Invoices**

For each payment by Terra Mining under this clause the Shire agrees to promptly deliver to Terra Mining, as required under the Act, tax invoices and adjustment notes in a form which complies with the Act, to enable Terra Mining to claim input tax credits or decreasing adjustments for Supplies.

### **16.5 Reciprocity**

If Terra Mining furnishes any Supplies to the Shire under this Agreement, then the requirements set out in this clause with respect to Terra Mining will apply to the Shire with the necessary changes.

## **17. Assignment**

Terra Mining covenants and agrees with the Shire that in the event that it transfers or otherwise disposes of its interest in the development/mining rights associated with the Road Use, it will remain liable to carry out those obligations unless the assignee or transferee of such rights enters into an Agreement of covenant with the Shire at the cost of Terra Mining whereby the transferee or assignee covenants to observe and perform such of the covenants conditions and stipulations herein contained (including this covenant) as the Shire will require, as if that person had been a party to this Agreement.

## **18. Severability**

If any provision of this Agreement is void or unenforceable, that provision is void and unenforceable only to the extent of that voidness or unenforceability, without invalidating the remaining provisions which will remain in full force and effect.

## **19. Amendments**

This Agreement can be modified, amended or varied only by a document in writing signed by each of the parties.

## **20. Waiver**

The parties mutually covenant and agree that:

- (a) no right under this Agreement is waived or deemed to be waived except by notice in writing signed by the party waiving the right;
- (b) a waiver by one party under paragraph (a) of this clause does not prejudice its rights in respect of any subsequent breach of this Agreement by the other party; and
- (c) a party does not waive its rights under this Agreement because it grants an extension or forbearance to the other party.

## **21. Further Assurance**

Each party must do everything reasonably necessary to give effect to this Agreement and the transactions provided for by it and use all reasonable endeavours to cause relevant third parties to do likewise.

## 22. Laws of Western Australia apply

This Agreement is to be construed and interpreted in accordance with the laws of the State of Western Australia and the parties agree to submit to the jurisdiction of the courts of that State and of courts competent to hear appeals from those courts.

## 23. Further Term

The Shire and Terra Mining agree that prior to the expiration of the Term:

- (a) the Shire and Terra Mining shall negotiate in good faith further to renew this Agreement, noting that the entry of the Shire into any renewed agreement will be subject to the approval of the Council of the Shire;
- (b) if the Agreement is renewed, it will be a term of any renewed agreement that the Road Use shall only be permitted outside of School Hours, the Community Infrastructure Fund Contribution will be renegotiated and speed limits through the Perenjori townsite will be imposed as part of the conditions on any Road Use.

## 24. Perenjori Rothsay Road 2.59

Terra Mining acknowledges and agrees with the Shire as follows:

- (a) Terra Mining is aware that sections of the Perenjori Rothsay Road from SLK 0.00 to SLK 2.59 may not be suitable for the long term intended Road Use;
- (b) Terra Mining has commissioned a certified engineering consultant to carry out road inspections and a report of the sections of Perenjori Rothsay Road referred in (a) above (**Report**);
- (c) Terra Mining shall carry out all works and upgrades as identified by the Report within 12 months of the date of the commencement date of the Term or earlier in the event that the Shire forms the opinion that the road conditions have deteriorated to the extent that road safety is compromised; and
- (d) Terra Mining shall carry out any upgrades and works in accordance with the agreed road specifications and to the satisfaction of the Shire.

# Schedule

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## Item 1 Term

### Term

Commencing on 27 December 2024 and expiring on 31 March 2025.

## Item 2 Road Use

Heavy haulage associated with mining operations/extractive industry situated at Extension Hill Mine Site, located on the eastern side of Great Northern Highway in the Shire of Yalgoo.

The Road Use permits Daily Equivalent Standard Axle (ESA) up to 123.5 tonnes and monthly tonnage of up to 110,000 tonnes.

In the event, the Daily Equivalent Standard Axle (ESA) is  $\geq 123.5$  tonnes or the proposed monthly tonnage is proposed to be over 110,000 tonnes, the terms and conditions of Road Use must be renegotiated by the Parties with any required terms and conditions formally agreed by variation to this Agreement or a new agreement entered into between the Parties.

## Item 3 Affected Roads

Road	Local government	Length	Start	End	RAV Classification
Wanarra East Road	Yalgoo	5.1	Extension Hill Mine Site	Perenjori/Yalgoo boundary	N7 Level* 3AMMS*
Wanarra East Road	Perenjori	38.75	Wanarra Road	Perenjori/Yalgoo boundary	
Wanarra Road	Perenjori	24.11	Perenjori Rothsay Road	Wanarra East Road	
Perenjori Rothsay Road	Perenjori	15.21	Rail Head Access Rd (Slk 2.59)	Wanarra Road	
Perenjori Rothsay Road	Perenjori	2.59	Wubin Mullewa Road	Rail Head Access Road	

\*Defines that conditions apply for the use of these vehicles on the road



## Item 4 Road Upgrade and Maintenance Works

Road Upgrade and Maintenance Works mean any works deemed necessary by the Shire (acting reasonably) for maintenance of the Affected Roads, considering the nature and extent of the Road Use and condition of the Affected Roads, including but not limited to the following -

- (a) maintenance resealing;
- (b) verge vegetation maintenance works including vegetation pruning and vegetation clearing;
- (c) verge slashing and spraying to maintain weeds on road verge;
- (d) drainage maintenance works including repair and replacement of drainage infrastructure and cleaning of debris and silt from culverts;
- (e) removal of road kill, debris, litter and any other material or thing;
- (f) repair of roadside furniture;
- (g) pothole repair;
- (h) pavement repairs;
- (i) edge break repairs;
- (j) any works undertaken within the road reserve or deemed reasonably necessary by the Shire to maintain and improve the road surface and road verge; and
- (k) upgrades required to facilitate RAV Main Road standards.

### Road and Maintenance Tasks and Response Times

1. Terra Mining shall institute documented inspection processes for routine patrol and inspection of the Affected Roads, to ensure that they are maintained in a safe condition at all times.
2. Routine tasks to be undertaken during road maintenance patrol and the response times required under this Agreement are set out below:

Task	Max. Response Time
Remove any road kill hazardous to light vehicle traffic within 5.5m of the road centreline	12 hours
Clear blocked culverts	12 hours
Replace damaged signs and guide posts	1 week
Cordon off hazards, place/replace hazard signs	4 hours
Replace damaged line marking (sealed Sections only)	4 weeks

Remove litter hazardous to light vehicle traffic within 5.5m of the road centreline, including abandoned vehicles (subject to prior authorisation of Shire)	1 week
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3. Structural defects in the sealed portion of the Affected Roads shall be rectified by Terra Mining within the response times set out below:

Defect	Intervention Level	Max. Response Time
Potholes	Potholes > 50mm deep, or > 1.0 m <sup>2</sup> in area	1 week
Stripping seal	Areas > 5 m <sup>2</sup>	2 weeks
Bleeding seal	Pick-up on tyres	1 week
Rutting and shoving	Depressions > 40mm, and > 5 m <sup>2</sup> in area	1 month
Any pavement failure	If hazardous to traffic	12 hours
	Otherwise	1 month
Cracking	> 100 linear metres over 100m long section of road	1 month
Edge break	> 100mm wide and/or > 50mm deep	1 month
Edge drop-off	> 50mm deep	1 month
Shoulder erosion	Width of shoulder reduced to < 1.0m	1 month
Off road drainage	Ponding extends into pavement layer	1 week
Silted Culverts	Depth of silt > 20% of culvert	1 month

## Item 5 Community Infrastructure Fund Contribution

The Shire and Terra Mining agree that Terra Mining shall pay 0.12 cents per tonne of product (including any byproduct) mined from the mining operations at Extension Hill per annum which amount shall comprise the Community Infrastructure Fund Contribution.

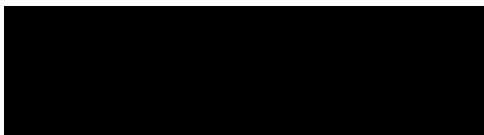
## Item 6 Notices

### **Terra Mining:**

Address: Unit 1, Level 2  
7 Rheola Street  
WEST PERTH, WA 6005

Email:

Attention:



### **Shire:**

Address: Shire of Perenjori  
PO Box 22  
PERENJORI WA 6620

Email: CEO@perenjori.wa.gov.au

Attention: Chief Executive Officer

# Signing page

Executed on the 23rd day of December 2024

The COMMON SEAL of the SHIRE OF PERENJORI was affixed in the presence of:

  
Judith Sutherland (Jan 3, 2025 21:12 GMT+8)  
SHIRE PRESIDENT

Judith Sutherland  
(Print Full Name)

  
CHIEF EXECUTIVE OFFICER

Paul Anderson  
(Print Full Name)

EXECUTED by TERRA MINING PTY LTD (ACN 605 732 518) pursuant to section 127 of the *Corporations Act*:

  
Ree Dai (Dec 24, 2024 12:51 GMT+8)  
Signature of Director

Ree Dai  
Full name of Director

  
Barry Cook (Jan 6, 2025 13:57 GMT+8)  
Signature of Director/Secretary\*  
(\*Delete whichever designation is incorrect)

Barry Cook  
Full name of Director/Secretary



# Annexure 1 - Haulage Route

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Haulage Route via:

- Wanarra East Rd
- Wanarra Rd
- Perenjori – Rothsay Rd

**16. Confidential Reports:**

**17. Ordering the Common Seal:**

Document	Organisation	Purpose	Date
Sublease Agreement – Perenjori Community Resource Centre, 24 Fowler Street	Shire of Perenjori, Perenjori Community Resource Centre & Kelly Patricia Holland	Sublease Agreement – Perenjori Community Resource Centre Café, 24 Fowler Street	15 December 2024
Road User, Contribution and Upgrade Agreement – Terra Mining Pty Ltd	Shire of Perenjori & Terra Mining Pty Ltd	Road User, Contribution and Upgrade Agreement	23 December 2024

**18. Reports of Committees and Members:**

**19. Motions of Which Previous Notice Has Been Given:**

**20. Notice of Motions:**

**21. New Business of an Urgent Nature Admitted by Council:**

**22. Closure of Meeting:**

The Shire President to declare the meeting closed.

**23. Next Meeting:**

The Shire President to advise that the next Ordinary Meeting of Council will be held on Thursday, 20 March 2025 at the Latham Community Centre, Latham WA 6616, commencing at 3.00 pm.