



Shire of
Perenjori
Embrace Opportunity

Shire of Perenjori – Ordinary Council Meeting

AGENDA

Thursday 23 October 2025



NOTICE OF AN ORDINARY COUNCIL MEETING

Dear Council Member,

The next Ordinary Meeting of the Shire of Perenjori will be held on Thursday, 23 October 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 'C. Strugnell', is positioned to the left of the typed name.

Clinton Strugnell

CHIEF EXECUTIVE OFFICER

Date: 17 October 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 23 October 2025, at the Shire of Perenjori Council Chambers, Perenjori WA 6620, commencing at 3.00 pm.

1. Declaration of Opening/Acknowledgement of Traditional Custodians/Audio Recording:

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

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.

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/Acknowledgement of Pioneers:

The Shire President to 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.

3. Disclaimer Reading:

As printed.

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

4.1 ATTENDANCE:

Elected Members:

Staff:

Distinguished Visitors:

Members of The Public:

Leave of Absence:

Apologies:

5. Public Question Time:

5.1 RESPONSE TO QUESTIONS TAKEN ON NOTICE:

Insert Response

5.2 QUESTIONS WITHOUT NOTICE:

Insert Question

6. Applications for Leave of Absence:

6.1 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:

7. Confirmation of Minutes of Previous Meetings:

7.1 ORDINARY COUNCIL MEETING HELD ON 25 SEPTEMBER 2025

OFFICER RECOMMENDATION

Council Resolution Number:

Moved: **Seconded:**

That the Minutes of the Ordinary Meeting of Council held on 25 September 2025, be confirmed as true and correct subject to no / the following corrections.

Motion put and carried / lost

For:

Against:

[Next Item](#)



Shire of
Perenjori
Embrace Opportunity

Shire of Perenjori – Ordinary Council Meeting

MINUTES

Thursday 25 September 2025



NOTICE OF AN ORDINARY COUNCIL MEETING

Dear Council Member,

The next Ordinary Meeting of the Shire of Perenjori will be held on Thursday 25 September 2025 in the Shire of Perenjori Council Chambers, Perenjori WA 6620, commencing at 3.00 pm.



Clinton Strugnell

CHIEF EXECUTIVE OFFICER

Date: 19 September 2025

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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:

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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."

Shire of Perenjori

Minutes for the Shire of Perenjori Ordinary Meeting of Council held on Thursday 25 September 2025, at the Shire of Perenjori Council Chambers, Perenjori WA 6620, commencing at 3.00 pm.

1. Declaration of Opening/Acknowledgement of Traditional Custodians/Audio Recording:

The Shire President declared the meeting open and welcomed those in attendance at 3.00pm.

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.

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/Acknowledgement of Pioneers:

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.

3. Disclaimer Reading:

As printed.

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

4.1 ATTENDANCE:

Elected Members:

Cr Jude Sutherland (President)
Cr Daniel Bradford
Cr Colin Bryant
Cr Brian Campbell
Cr Andrew Fraser
Cr Dael Sparkman

Staff:

Clinton Strugnell (Chief Executive Officer)
Nola Comerford (Manager Corporate and Community Services)
Marty Noordhof (Manager Infrastructure Services)

Distinguished Visitors:

Nil

Members of The Public:

Nil

Leave of Absence:

Nil

Apologies:

Cr Les Hepworth (Deputy President)
Ally Bryant (Finance Manager)

5. Public Question Time:

5.1 RESPONSE TO QUESTIONS TAKEN ON NOTICE:

Nil

5.2 QUESTIONS WITHOUT NOTICE:

Nil

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 28 AUGUST 2025

COUNCIL DECISION

Council Resolution Number: 250925.1

Moved: Cr Sparkman Seconded: Cr Bryant

That the Minutes of the Ordinary Meeting of Council held on 28 August 2025, be confirmed as true and correct subject to no corrections.

Motion put and carried 6/0

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

Against: Nil

[Next Item](#)

8. Announcements by Presiding Member Without Discussion:

Nil

9. Petitions/Deputations/Presentations:

Nil

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

CONFIDENTIAL ITEM 15.1 – DISPOSAL OF OLD DEPOT SHEDS (RUSSELL STREET) – PURCHASE OFFERS

CONFIDENTIAL ITEM 15.2 - CHIEF EXECUTIVE OFFICER PERFORMANCE CRITERIA

11. Declaration of Interest:

11.1 INTEREST – CR SUTHERLAND, ITEM 15.1

Cr Sutherland declared an Impartiality and Financial interest in item 15.1 – Disposal of Old Depot Sheds (Russell St) – Offers to Purchase due to Cr Sutherlands partner submitting an offer to purchase one of the depot sheds. Cr Sutherland left the room at 3.27pm and did not partake in the discussion or voting of the item. Cr Bradford assumed chair of the meeting. Cr Sutherland returned to the room at 3.32pm.

11.2 INTEREST – CLINTON STRUGNELL, CEO ITEM 15.2

Chief Executive Officer, Clinton Strugnell declared an Impartiality and Financial interest in Confidential Item 15.2 – Chief Executive Officer Performance Criteria due to the performance criteria being directly linked to the CEO employment contract. The CEO left the room at 3.32pm and returned to the room at 3.39pm.

12. Finance:

12.1 MONTHLY FINANCIAL REPORT – 31 AUGUST 2025

Applicant:	Shire of Perenjori
File:	ADM 0082
Report Date:	25 September 2025
Disclosure of Interest:	Nil
Voting Requirements:	Simple Majority
Author:	Ally Bryant – Finance Manager
Responsible Officer:	Clinton Strugnell – Chief Executive Officer
Attachments:	12.1.1 Monthly Statement of Financial Activity for August 2025

Summary

This item recommends that Council receives the Financial Activity Statements for the periods ending 31 August 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 2025-26 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 2024-25 financial statements is \$3,020,677. As previously advised, this surplus is notionally deceiving as the State Government transferred 50% of its 2025-26 financial assistance grants (totalling \$1.570m) to the Shire in June 2025.

Operating revenue YTD is \$4,888,077 under budget by \$49,780

Operating expenditure YTD is \$1,155,021, under budget by \$256,731

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

It is to be noted that the June financials are not yet completed as depreciation, allocations and accruals have not yet been finalised for the end of financial year. June financials remain open until the finalisation of the year end audit.

COUNCIL DECISION

Council Resolution Number: 250925.2

Moved: Cr Fraser Seconded: Cr Bryant

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

Motion put and carried 6/0

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

Against: Nil

[Next Item](#)

Unconfirmed

12.2 SCHEDULE OF FINANCIAL ACTIVITY FOR THE PERIOD ENDED 31 AUGUST 2025

Applicant:	Shire of Perenjori
File:	ADM 0082
Report Date:	25 September 2025
Disclosure of Interest:	Nil
Voting Requirements:	Simple Majority
Author:	Gypsie Douglas – Finance Officer
Responsible Officer:	Ally Bryant – Finance Manager
Attachments:	12.2.1 – Accounts for Payment August 2025 12.2.2 – Corporate Credit Card Breakdown and Statement

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

Clinton Strugnell – Chief Executive Officer

Ally Bryant – Finance Manager

Officer Comment

Accounts paid for the month ending 31 August 2025.

Municipal Account	
EFT 19227 – 19297	\$300,598.88
Direct Debits	\$78,970.40
Cheques	\$0.00
Corporate MasterCard	\$4,449.82
Bank Fees	\$369.91
Total	\$384,389.01

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

Totalling **\$384,389.01** from *Municipal* and *Trust Accounts* for the month ending **31 August 2025**.

COUNCIL DECISION

Council Resolution Number: 250925.3

Moved: Cr Bradford Seconded: Cr Fraser

That the cheques and electronic payments as per the attached schedules of accounts for payment totaling \$987,897.33 (Nine hundred and eighty seven thousand, eight hundred and ninety seven dollars and thirty three cents) be accepted.

Motion put and carried 6/0

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

Against: Nil

[Next Item](#)

12.3 AMENDMENT TO FEES & CHARGES – 29 TIMMINGS STREET, PERENJORI

Applicant:	Shire of Perenjori
File:	ADM 0506
Date:	25 September 2025
Disclosure of Interest:	Nil
Voting Requirements:	Absolute Majority
Author:	Nola Comerford – Manager Corporate and Community Services
Responsible Officer:	Clinton Strugnell – Chief Executive Officer
Attachments:	Nil

Summary

For Council to consider inclusion of a new rental fee for 29 Timmings Street, Perenjori in the adopted 2025/26 Fees & Charges Schedule.

Background

The 2025/26 Fees & Charges Schedule was adopted at the May 2025 Ordinary Council Meeting. At this time, the Council residence situated at 29 Timming Street, Perenjori (Eco 1) was utilised as short-term accommodation for the Perenjori Caravan Park.

The residence has since been offered for lease by a Regional Education and Early Development (REED) employee who was previously residing in a Council-owned unit situated on the North Road.

Statutory Environment

Local Government Act 1995

2.7. Role of council

(1) The council governs the local government's affairs and, as the local government's governing body, is responsible for the performance of the local government's functions.

6.19. Local government to give notice of fees and charges

If a local government wishes to impose any fees or charges under this Subdivision after the annual budget has been adopted it must, before introducing the fees or charges, give local public notice of —

(a) its intention to do so; and

(b) the date from which it is proposed the fees or charges will be imposed.

Policy Implications

Nil

Consultation

Clinton Strugnell – Chief Executive Officer

Ally Bryant – Finance Manager

Pauline Harris – Caravan Park Manager

Financial Implications

At total of \$36,808 was generated in income from short-term accommodation at Eco 1 during the 2024/25 financial year which was largely offset by cleaning and servicing wages of \$24,054, including overheads.

Annual income of \$12,600 would be expected from the new lease agreement.

Strategic Community Plan

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.

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

Fees and Charges are endorsed by Council within the annual budget each financial year. However, subsequent to the fees and charges being adopted, a lease agreement has been established to provide accommodation to a local resident and employee of the childcare service (REED).

The weekly rental fee of \$225 for 29 Timmings St has been calculated based on profit margin between income and wages of \$12,754 for the 2024/25 financial year.

PROCEDURAL MOTION

Council Resolution Number: 250925.4

Moved: Cr Campbell Seconded: Cr Sparkman

That Council suspend Standing Orders, *Clause 9.5 Limitation on number of speeches*, at 3.06 pm to allow for open discussion of Item 12.3.

Motion put and carried 6/0

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

Against: Nil

PROCEDURAL MOTION

Council Resolution Number: 250925.5

Moved: Cr Fraser Seconded: Cr Sparkman

That Council resume Standing Orders, *Clause 9.5 Limitation on number of speeches*, at 3.09 pm.

Motion put and carried 6/0

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

Against: Nil

COUNCIL DECISION

Council Resolution Number: 250925.6

Moved: Cr Bryant Seconded: Cr Campbell

That Council:

- 1. Endorse a weekly rental fee of \$225.00 (two hundred and twenty five dollars) for 29 Timmings Street, Perenjori.**
- 2. Requests the Chief Executive Officer to give local public notice of a new Fee and Charge for the 2025/26 financial year.**

Motion put and carried 6/0 by Absolute Majority

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

Against: Nil

[Next Item](#)

13. Community Development and Services:

13.1 DISPOSAL OF COUNCIL RESIDENTIAL PROPERTIES

Applicant:	Shire of Perenjori
File:	ADM 0082
Date:	25 September 2025
Disclosure of Interest:	Nil
Voting Requirements:	Absolute Majority
Author:	Adim Hajat – Community Development Officer
Responsible Officer:	Clinton Strugnell – Chief Executive Officer
Attachments:	13.1.1 - Letters of Intent to Purchase from Mr Tim McKenzie, Mr Kirk Pohl & Mr Andy King

Summary

The purpose of the report is for Council to consider the sale of three Shire houses as listed:

- 50 Russell Street - Lot 73 Certificate of Title 1160/334 Deposited plan 148047, Perenjori
- 59 Russell Street - Lot 48 Certificate of Title 976/150 Deposited plan 142140, Perenjori
- 19 Hesford Street - Lot 60 Certificate of Title 1648/98 Diagram 57548, Perenjori

Background

The sale of three residential properties owned by the Shire will provide essential funding for the development of new staff housing, thereby enhancing the overall quality of the Shire's housing stock. Investing in high-quality staff accommodation will not only attract new employees but also offer housing solutions for other key agencies.

In 2022, the Shire of Perenjori conducted a valuation of the properties in question, yielding the following results:

59 Russell St – \$204,500
19 Hesford St - \$191,000
50 Russell St - \$156,943

The availability of housing is a critical factor in the Shire's growth, necessitating a structured approach to the renewal and upgrading of the existing housing stock. The Council has made significant progress in this area and has adopted a strategic plan.

In pursuing this initiative, the Council is committed to maintaining the long-term economic viability of the town while ensuring that it maximizes the value of any property transactions. The current private owners of the listed properties have been engaged in discussions, and letters of intent to purchase from the three private lessees are attached for your review.

In compliance with Section 3.58 of the Local Government Act, the officer has obtained four quotations for a current valuation of the three properties. The following valuers have submitted their proposals:

Preston Rowe Paterson (Geraldton & Midwest) Pty Ltd	\$2,500 + GST
Accumentis Pty Ltd (Subiaco)	\$2999 including GST
Asset Valuation Advisory (Nedlands)	\$4,350 excluding GST
Asset Valuations	\$4,495 + GST

This valuation information and will be a handed to the current lessee for transparency.

Statutory Environment

Local Government Act 1995 Section 3.58

3.58. Disposing of property

(1) In this section —

dispose includes to sell, lease, or otherwise dispose of, whether absolutely or not. *Property* includes the whole or any part of the interest of a local government in property but does not include money.

(2) Except as stated in this section, a local government can only dispose of property to —

(a) the highest bidder at public auction; or

(b) the person who at public tender called by the local government makes what is, in the opinion of the local government, the most acceptable tender, whether or not it is the highest tender.

- (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.
- (5) This section does not apply to —
- (a) a disposition of an interest in land under the Land Administration Act 1997 section 189 or 190; or
 - (b) a disposition of property in the course of carrying on a trading undertaking as defined in section 3.59; or
 - (c) anything that the local government provides to a particular person, for a fee or otherwise, in the performance of a function that it has under any written law; or
 - (d) any other disposition that is excluded by regulations from the application of this section.

Policy Implications

Nil

Consultation

Clinton Strugnell – Chief Executive Officer
 Nola Comerford – Manager Corporate & Community Services
 Ally Bryant – Manager of Finance

Financial Implications

The anticipated budget revenue from the sale of this property is contingent upon the market value of the three Shire properties. This revenue will contribute to reducing the financial liability associated with the construction of future Shire properties.

Strategic Community Plan

The priorities outlined in the plan are as follows.

Ten Year Priority	Four Year Priority
Increase Population	Dispose of older housing stock and increase quality housing
Expand the local provision of goods and services	Promote business opportunities in the Shire of Perenjori

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

Strategic Objectives

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

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

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

Officer Comment

The three properties owned by the Shire, currently occupied by non-staff individuals, are integral to the operations of the primary businesses in Perenjori.

According to the Shire of Perenjori's Strategic Community Plan and Corporate Business Plan for 2022/23 – 2032/33, the local economy is experiencing growth, with a diverse range of thriving businesses providing various trades, services, and retail options.

This presents a valuable opportunity for the Council to sell the properties to local business operators at market value. The proceeds from this sale could facilitate the development of new, high-quality housing for Shire staff and other agencies. Should the current occupants choose not to purchase the properties, they will continue to be available under a lease agreement.

The valuation of the three properties, conducted by Preston Rowe Paterson, has come in significantly lower than anticipated, aligning well with the budget.

PROCEDURAL MOTION

Council Resolution Number: 250925.7

Moved: Cr Campbell Seconded: Cr Sparkman

That Council suspend Standing Orders, *Clause 9.5 Limitation on number of speeches*, at 3.10 pm to allow for open discussion of Item 13.1.

Motion put and carried 6/0

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

Against: Nil

PROCEDURAL MOTION

Council Resolution Number: 250925.8

Moved: Cr Sparkman Seconded: Cr Bradford

That Council resume Standing Orders, *Clause 9.5 Limitation on number of speeches*, at 3.14 pm.

Motion put and carried 6/0

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

Against: Nil

COUNCIL DECISION

Council Resolution Number: 250925.9

Moved: Cr Bradford Seconded: Cr Fraser

That Council:

- 1. As per Section 3.58(3) of the Local Government Act 1995, authorises the Chief Executive Officer to progress with in the sale of the following Shire properties:
 - (a) 50 Russell Street Lot 73 Certificate of Title 1160/334 Deposited plan 148047 Perenjori WA**
 - (b) 59 Russell Street Lot 48 Certificate of Title 976/150 Deposited plan 142140 Perenjori WA**
 - (c) 19 Hesford Street Lot 60 Certificate of Title 1648/98 Diagram 57548 Perenjori WA****
- 2. Approve Preston Rowe Paterson (Geraldton & Midwest) PTY Ltd submission of the valuation quote for \$2,500 + GST to undertake the valuation of the three properties.**
- 3. Acknowledge the letters of intent to purchase from Mr Tim McKenzie, Mr Kirk Pohl and Mr Andy King who are the three occupiers of the properties.**
- 4. Provide the Valuation of the properties to the three current occupiers.**
- 5. Should the lessee choose not to acquire the property, it will continue to be retained under the existing lease agreement.**

Motion put and carried 6/0 by Absolute Majority

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

Against: Nil

[Next Item](#)

13.2 LOT 160 ENGLAND CRESCENT, PERENJORI

Applicant:	Shire of Perenjori
File:	ADM 0033
Date:	25 September 2025
Disclosure of Interest:	Nil
Voting Requirements:	Absolute Majority
Author:	Nola Comerford – Manager Corporate and Community Services
Responsible Officer:	Clinton Strugnell – Chief Executive Officer
Attachments:	13.2.1 - Valuation Lot 160 England Crescent

Summary

For Council to consider a buy-back of property located at Lot 160 England Crescent, Perenjori.

Background

Lot 160 England Crescent, Perenjori was sold to Michael Raymond John Taylor and his company TAYSIL PTY LTD on 13 August 2010 by the Shire of Perenjori pursuant to a contract of sale.

Pursuant to clause 10 of the Special Conditions of Sale under Annexure A of the Contract, the Shire is entitled to an option to buy back the Lot if Mr Taylor or TAYSIL breaches the provisions of the Contract. Pursuant to clause 10.2 of the Special Conditions of Sale under Annexure A of the Contract, the Shire is also entitled to the right to buy back the Lot if Mr Taylor or TAYSIL wish to sell (Special Conditions).

Lot 160 England Crescent has outstanding rates and charges of \$9,056.64. Previously owned by TAYSIL PTY LTD, the company was deregistered on 11 June 2017 and ownership taken over by the Australian Securities and Investments Commission (ASIC). ASIC, as the current owner of the property, has explicitly stated that it does not intend to pay any outstanding rates on the property. This position is in accordance with its discretionary authority under s601AE(2) of the Act. ASIC's decision not to fulfill this obligation should be considered when considering the buy-back.

Council has previously considered the subject and at the October 2023 Ordinary Council Meeting, resolved as follows:

COUNCIL DECISION

Council Resolution Number: 261023.8

Moved: Cr Hepworth Seconded: Cr Bradford

That Council:

- Write-off General Rates levied on Assessment 15005, Lot 160 England Crescent, Perenjori of \$7,172.58.
- Instruct the Chief Executive Officer to proceed with the buy-back offer for Lot 160 England Crescent, Perenjori of \$2,827.42, being the accepted offer of \$10,000 less outstanding rates and charges of \$7,172.58.

Motion put and carried 7/0 by absolute majority

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

Against: Nil

The following correspondence was received from McLeods Lawyers who have been liaising with ASIC on behalf of the Shire:

Good morning Nola

I hope all is well.

I am writing to provide some updates in relation to the above land.

The trustee is willing to sell Lot 160 for \$10,000 on the basis that the \$10,000 is net proceeds which are available for the Bankrupt Estate. Could you please provide the Shire's position on this offer. I understand the Shire resolved to offer \$2,827.42 for the purchase of Lot 160 previously.

Lot 161 remains unclear as we haven't heard back from ASIC. I am hoping they will respond by next week, if not, I will follow this up.

Happy to discuss further over the phone if required.

Kind regards,

David Chen
Paralegal

Please note my working days are Monday, Thursday and Friday



McLEODS
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A. [220 Stirling Highway CLAREMONT WA 6010](#)

Statutory Environment

Local Government Act 1995

Local Government (Administration) Regulations 1996 – Reg 10

10. Revoking or changing decisions (Act s. 5.25(1)(E))

(1) If a decision has been made at a council or a committee meeting then any motion to revoke or change the decision must be supported –

(a) in the case where an attempt to revoke or change the decision had been made within the previous 3 months but had failed, by an absolute majority, or

(b) in any other case, by at least 1/3 of the number of offices (whether vacant or not) or members of the council or committee, inclusive of the mover.

(1a) Notice of a motion to revoke or change a decision referred to in subregulation (1) is to be signed by members of the council or committee numbering at least 1/3 of the number of offices (whether vacant or not) of members of the council or committee, inclusive of the mover.

(2) If a decision is made at council or committee meeting, any decision to revoke or change the decision must be made by an absolute majority.

(3) This regulation does not apply to the change of a decision unless the effect of the change would be that the decision would be revoked or would become substantially different.

Policy Implications

Nil

Consultation

Clinton Strugnell – Chief Executive Officer
McLeods Lawyers

Financial Implications

Inclusion of \$20,000 has been made in the 2025/26 Annual Budget for the purposes of purchase of industrial land.

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

McLeods Lawyers have advised that the bankruptcy company (ASIC) wish to recoup \$10,000 which is net proceeds remaining after all relevant deductions have been made from the total funds received from the sale or liquidation of assets. These deductions typically include transaction costs, any outstanding liabilities, legal costs and applicable taxes.

Based on the information provided by ASIC, it is recommended that Council proceed with a buy-back offer of \$10,000. In consideration of ASIC's position not to settle the outstanding rates, it is recommended that the outstanding amount of \$9,056.64 be written off.

In order to proceed with the recommended buy-back offer of \$10,000, it will be necessary to revoke the following decision in Council Resolution No. 261023.8 containing an offer which was not accepted by ASIC.

"That Council:

- Write-off General Rates levied on Assessment 15005, Lot 160 England Crescent, Perenjori of \$7,172.58.
- Instruct the Chief Executive Officer to proceed with the buy-back offer for Lot 160 England Crescent, Perenjori of \$2,827.42, being the accepted offer of \$10,000 less outstanding rates and charges of \$7,172.58."

PROCEDURAL MOTION

Council Resolution Number: 250925.10

Moved: Cr Sutherland Seconded: Cr Fraser

That Council suspend Standing Orders, *Clause 9.5 Limitation on number of speeches*, at 3.17 pm to allow for open discussion of Item 13.2.

Motion put and carried 6/0

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

Against: Nil

PROCEDURAL MOTION

Council Resolution Number: 250925.11

Moved: Cr Campbell Seconded: Cr Sparkman

That Council resume Standing Orders, *Clause 9.5 Limitation on number of speeches*, at 3.20 pm.

Motion put and carried 6/0

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

Against: Nil

COUNCIL DECISION

Council Resolution Number: 250925.12

Moved: Cr Sparkman Seconded: Cr Bryant

That Council considers revoking Council Decision (Council Resolution Number 261023.8) of the Ordinary Council Meeting held 26 October 2023 which reads:

That Council:

- *Write-off General Rates levied on Assessment 15005, Lot 160 England Crescent, Perenjori of \$7,172.58.*
- *Instruct the Chief Executive Officer to proceed with the buy-back offer for Lot 160 England Crescent, Perenjori of \$2,827.42, being the accepted offer of \$10,000 less outstanding rates and charges of \$7,172.58.*

Motion put and carried 6/0 by Absolute Majority

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

Against: Nil

COUNCIL DECISION

Council Resolution Number: 250925.13

Moved: Cr Bradford Seconded: Cr Fraser

That Council revokes Council Decision (Council Resolution Number 261023.8) of the Ordinary Council Meeting held 26 October 2023 which reads:

That Council:

- *Write-off General Rates levied on Assessment 15005, Lot 160 England Crescent, Perenjori of \$7,172.58.*
- *Instruct the Chief Executive Officer to proceed with the buy-back offer for Lot 160 England Crescent, Perenjori of \$2,827.42, being the accepted offer of \$10,000 less outstanding rates and charges of \$7,172.58.*

Motion put and carried 6/0 by Absolute Majority

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

Against: Nil

COUNCIL DECISION

Council Resolution Number: 250925.14

Moved: Cr Fraser Seconded: Cr Bryant

That Council:

1. Write-off General Rates levied for Lot 160 England Crescent (Assessment A15005) of \$9,056.64 (nine thousand and fifty six dollars and sixty four cents).
2. Instruct the Chief Executive Officer to proceed with a buy-back offer to Australian Securities and Investment Commission for Lot 160 England Crescent, Perenjori of \$10,000 (ten thousand dollars).

Motion put and carried 6/0 by Absolute Majority

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

Against: Nil

14. Governance:

14.1 CERTIFICATION OF CHIEF EXECUTIVE OFFICER RECRUITMENT PROCESS

Applicant:	Shire of Perenjori
File:	ADM 0082
Date:	25 September 2025
Disclosure of Interest:	Nil
Voting Requirements:	Absolute Majority
Author:	Clinton Strugnell – Chief Executive Officer
Responsible Officer:	Clinton Strugnell – Chief Executive Officer
Attachments:	14.1.1 - SOPJ Model Standards for CEO Recruitment, Performance & Termination

Summary

The Local Government (Administration) Regulations 1996 provide that a local government at the completion of a Chief Executive Officer recruitment process must certify by absolute majority that the process conducted was in accordance with the local governments adopted Standards for CEO Recruitment Performance and Termination. Additionally, the regulations require that a copy of the certification must be forwarded to the Department of Local Government with 14 days of it being made.

Background

The table below sets out the requirements of the Shire of Perenjori Standards for CEO Recruitment Performance and Termination and the date and Council resolution number where Council met the requirements of each clause.

Model Standards for CEO Recruitment, Performance and Termination

Preliminary Provisions		Resolution Date	Resolution No.
Determination of Selection Criteria and Approval of Job Description Form	5.2 The local government must, by resolution of an absolute majority of the council, approve a job description form for the position of CEO which sets out – the duties and responsibilities of the position. -the selection criteria for the position determined in accordance with subclause (1).	20/02/2025	200225.37
Advertising Requirements	6.1 If the position of CEO is vacant, the local government must ensure it complies with section 5.36(4)(4) of the Act and the <i>Local Government (Administration) Regulations 1996</i> regulation 18A.	Advertised in The West Australian Newspaper & SEEK	29/03/2025 & 29/05/2025 to 27/06/2025

<p>Establishment of Selection Panel for Employment of CEO</p>	<p>8.2</p> <p>The local government must establish a selection panel to conduct the recruitment and selection process for the employment of a person in the position of CEO.</p> <p>8.3</p> <p>The selection panel must compromise:</p> <ul style="list-style-type: none"> - Council members (the number of which must be determined by the local government) - at least one independent person 	<p>20/02/2025</p>	<p>200225.35</p>
<p>Recommendation by Selection Panel</p>	<p>9.2</p> <p>Following the assessment referred to in subclause (1), the selection panel must provide to the local government.</p> <ul style="list-style-type: none"> - A summary of the selection panel's assessment of each applicant - Unless subclause (3) applies, the selection panel's recommendation as to which applicant or applicants are suitable to be employed in the position of CEO. 	<p>15/05/2025</p>	<p>150525.2</p>
<p>Offer of Employment In Position of CEO</p>	<p>11</p> <p>Before making an applicant an offer of employment in the</p>	<p>15/05/2025</p>	<p>150525.2</p>

	<p>position of CEO, the local government must, by resolution of an absolute majority of the council approve –</p> <ul style="list-style-type: none"> - The making of the offer of employment to the applicant <p>The proposed terms of the contract of employment to be entered into by the local government and the applicant.</p>		
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Variations to Proposed Terms of Contract of Employment	<p>12.2</p> <p>Before entering into negotiated contract with the applicant, the local government must, by resolution of an absolute majority of the council, approve the terms of the negotiated contract.</p>	15/05/2025	150525.3
Confidentiality of Information	<p>14</p> <p>The local government must ensure that information provided to, or obtained by, the local government in the course of a recruitment and selection process for the position of CEO is not disclosed, or made use of, except for the purpose of, or in connection with, that recruitment and selection process.</p> <p>Elected members & independent member – Chris King signed the confidentiality agreement.</p>	20/02/2025	200225.36

Statutory Environment

Local Government (Administration) Regulations 1996

(3)As soon as practicable after the person is employed in the position of CEO, the local government must, by resolution*, certify that the person was employed in accordance with the local government's adopted standards in relation to the recruitment of CEOs.

*** Absolute majority required**

(4)The local government must give a copy of the resolution to the Departmental CEO within 14 days after the resolution is passed by the local government.

Policy Implications

Nil

Consultation

Nil required for compliance certification.

Financial Implications

Nil for certifying compliance with Standards for CEO Recruitment Performance and Termination.

Strategic Community Plan

4.2. The Shire listens to and works closely with the community, and its decision-making is transparent and Accountable.

Officer Comment

An assessment of the recruitment process against the Shire of Perenjori Standards for CEO Recruitment Performance and Termination demonstrates that the process was fully compliant.

COUNCIL DECISION

Council Resolution Number: 250925.15

Moved: Cr Bradford Seconded: Cr Fraser

That Council:

- 1. Certifies that the Chief Executive Officer recruitment process commenced February 2025 complies with the Shire of Perenjori Standards for CEO Recruitment Performance and Termination.**
- 2. Instructs the Chief Executive Officer to forward a copy of this certification to the Department of Local Government, Industry Regulation and Safety within 14 days of resolution.**

Motion put and carried 6/0 by Absolute Majority

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

Against: Nil

[Next Item](#)

14.2 SHORT TERM RENTAL ACCOMMODATION SCHEME AMENDMENT

Applicant:	Shire of Perenjori
File:	ADM 0082
Date:	9 September 2025
Disclosure of Interest:	Nil
Voting Requirements:	Simple Majority
Author:	Simon Lancaster, Planning Advisor
Responsible Officer:	Clinton Strugnell, Chief Executive Officer
Attachments:	14.2.1 – Short Stay Scheme Amendment September 2025

Summary

The Shire is required to update its Local Planning Scheme to reflect the regulatory changes brought about by the State Government's Short-Term Rental Accommodation (STRA) reforms. This report recommends that Council initiate the Scheme Amendment process.

Background

The *Planning and Development (Local Planning Schemes) Regulations 2015* (Regulations) have been amended to facilitate the State Government's STRA planning reforms. The reforms seek to ensure consistency across local government areas, manage tourism impacts, and align STRA regulation with broader housing and planning policies. They also require mandatory registration by operators on the state-wide registration scheme ([Short-Term Rental Accommodation Register](#)) by 2026.

The changes to the LPS Regulations have come about in response to the following:

- the recommendations of the 2019 Parliamentary Inquiry, *"Levelling the Playing Field: Managing the impact of the rapid increase of short-term rentals in Western Australia"*;
- the Western Australian Planning Commission (WAPC) releasing in 2023 its Position Statement: Planning for Tourism and Short-Term Rental Accommodation;
- the WAPC releasing Planning Bulletin 115/202 'Short-Term Rental Accommodation-Guidance for local government' which outlines the steps and timeframes for implementing recent changes to the LPS Regulations for STRA.

The amendments to the Regulations included the following:

- new definitions to ensure STRA is considered a dedicated land use class in local planning schemes;
- new definitions for traditional STRA;
- state-wide exemption for hosted STRA properties (where the host resides on-site) from requiring to make application for development approval;
- 90-night (cumulative in a 12-month period) exemption for unhosted short-term rental accommodation in the Perth metropolitan area (Note: this does not apply for regional local government areas including the Shire of Perenjori).

Further information relating to the STRA process and the reforms to the Regulations can be viewed at the following link: [Short-Term Rental Accommodation Planning Regulations](#)

All local governments are required to update their Local Planning Schemes to incorporate the new STRA provisions ensuring compliance with the Regulations by the end of 2025.

Statutory Environment

Part 5 of the *Planning & Development Act 2005* provides for the amendment of a Scheme.

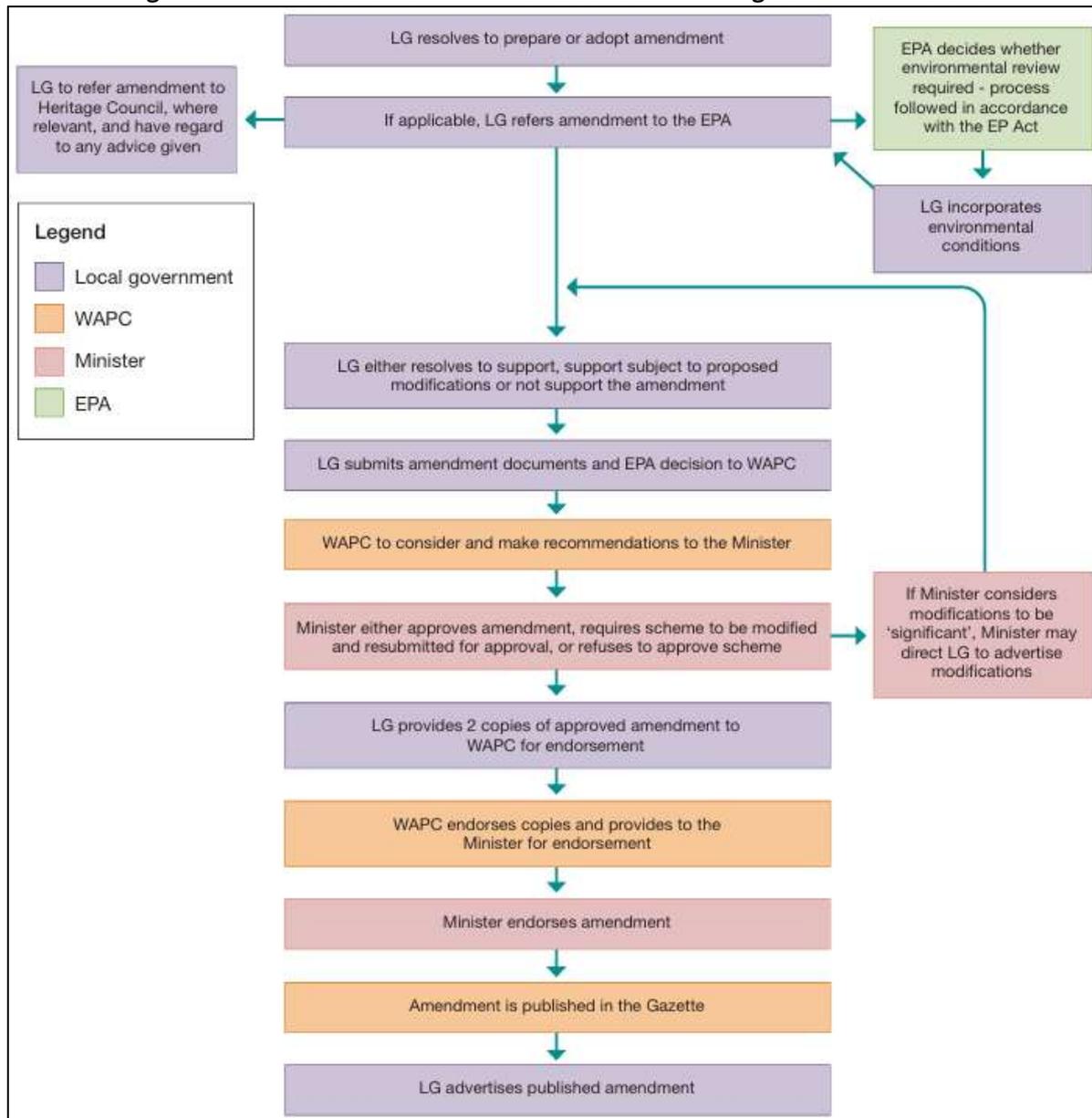
Regulation 35 requires a resolution of a local government to adopt or refuse to adopt an application to amend a Local Planning Scheme, as well as justification for the type of amendment proposed (basic, standard, or complex).

Pursuant to Regulation 35, this Scheme Amendment is considered to be a 'basic amendment' for the following reasons:

- a. it is consistent with the Model Provisions of the Regulations; and
- b. deletes provisions that have been superseded by the Deemed Provisions of the Regulations.

The WAPC's Planning Bulletin 115/2024 'Short-Term Rental Accommodation – Guidance for Local Government' notes that "scheme amendments that propose to replace superseded land use classes with the new STRA land uses, without changes to permissibility in the zoning table, can generally be processed as a 'basic' amendment."

Figure 14.2 – Basic Scheme Amendments to Local Planning Schemes Flowchart



Policy Implications

The WAPC's Planning Bulletin 115/2024 'Short-Term Rental Accommodation – Guidance for Local Government' provides guidance for local government in implementing the STRA changes through the planning framework. This Scheme Amendment has been prepared in accordance with the Planning Bulletin a copy of which can be viewed at the following link: https://www.wa.gov.au/system/files/2024-09/planning_bulletin_115_2024_0.pdf

Strategic Implications

The WAPC's Position Statement: Planning for Tourism and Short-term Rental Accommodation provides guidance on the appropriate location and management of tourism and STRA land uses. This Scheme Amendment has been prepared in accordance with the Position Statement a copy of which can be viewed at the following link: <position-statement-planning-for-tourism-active-nov-2024.pdf>

Consultation

Ordinarily Council, upon initiating a Scheme Amendment would be required to forward a copy of the documentation to the Environmental Protection Authority (EPA) for its assessment as per Section 81 of the *Planning & Development Act 2005*.

However, pursuant to Section 81(2) of the *Planning and Development Act 2005* and Section 48AAA of the *Environmental Protection Act 1986* and Regulation 33C of the *Environmental Protection Regulations 1987*, Scheme Amendment No.2 is not required to be referred to the EPA. This Amendment is seeking only to replace superseded land use definitions with the gazetted Regulations STRA Reforms land use definitions and would not alter the substantive nature or operation of the Shire of Perenjori Local Planning Scheme.

Ordinarily were Council to initiate a Scheme Amendment it would be required to forward the documentation to the WAPC seeking consent to advertise the Scheme Amendment.

However, it is considered that this matter should be deemed a Basic Scheme Amendment as it is merely ensuring that the Local Planning Scheme gives regard for the already legislated changes of overriding State Government legislation. Further all local governments are required to undertake these changes by the end of 2025.

On this basis it is recommended that Council advise the WAPC that it considers that Scheme Amendment No.2 is a Basic Scheme Amendment and should be approved by the Minister for Planning without prior advertising pursuant to Regulation 57.

Financial Implications

Nil

Strategic Community Plan

The Shire of Perenjori Strategic Community Plan 2022/23-2032/33 identifies the following goals of relevance in Council's consideration of this matter:

"Goal 1: An inclusive community and a great place to live for all ages and stages of life

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

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

Strategic Objectives

3.1 Opportunities are maximised to promote economic growth and local development

3.2 Visitors are welcomed and well-catered for."

Officer Comment

Proposed Scheme Amendment No.2 **provided as separate Attachment 14.2.1** incorporates the updates to align with the STRA planning reforms.

In summary the Amendment undertakes the following:

- Introduce a new 'hosted short-term rental accommodation' use class to replace 'bed and breakfast'. This will be assigned as a 'P' (permitted) use in all zones where any type of dwelling can be approved and a Not Permitted ('X') use in all other zones (i.e. Industry) as is required by the Deemed Provisions of the Regulations.
- Introduce a new 'unhosted short-term rental accommodation' use class and definition to replace the superseded 'holiday house' and 'holiday accommodation' use classes, with matching permissibility levels to the replaced land use in the Scheme Zoning Table.
- Introduce a new 'tourist and visitor accommodation' use class and definition to replace the superseded 'motel' and 'tourist development' use classes and definitions, this will have the same permissibility levels as the replaced 'tourist development' uses in the Scheme Zoning Table.
- Update the Scheme Text wherever references to the superseded land use terms are made.

These updates will ensure that the Shire's local planning scheme is consistent with the state's regulatory framework.

PROCEDURAL MOTION

Council Resolution Number: 250925.16

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 14.2.

Motion put and carried 6/0

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

Against: Nil

PROCEDURAL MOTION

Council Resolution Number: 250925.17

Moved: Cr Sparkman Seconded: Cr Bradford

That Council resume Standing Orders, *Clause 9.5 Limitation on number of speeches*, at 3.25 pm.

Motion put and carried 6/0

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

Against: Nil

COUNCIL DECISION

Council Resolution Number: 250925.18

Moved: Cr Fraser Seconded: Cr Bryant

That Council:

1. Pursuant to Part 5 of the *Planning and Development Act 2005* amend the Shire of Perenjori Local Planning Scheme No. 3 by:
 - (i) In Clause 17, Table 1 "Zoning Table, delete all references to:
 - (a) bed and breakfast;
 - (b) holiday accommodation;
 - (c) holiday house;
 - (d) motel; and
 - (e) tourist development
 - (ii) In Clause 17, Table 'Zoning Table' insert in alphabetical order the following land uses and permissibility:

Use and development Class	Residential	Rural Townsite	Rural Residential	Rural	Commercial	Tourism	Light Industry	General Industry
Hosted Short-Stay Rental Accommodation	P	P	P	P	P	P	X	X
Unhosted Short-Stay Rental Accommodation	A	A	A	A	A	P	X	X
Tourist and Visitor Accommodation	X	A	X	A	D	P	X	X

- (iii) In Clause 32, Table 4 deleting reference to "Motel".

2. Advise the Western Australian Planning Commission that it considers this application to be a Basic Scheme Amendment pursuant to Regulation 35 of the *Planning and Development (Local Planning Schemes) Regulations 2015* for the following reasons:
 - (a) the amendment is consistent with the model provisions in Schedule 1 of the *Planning and Development (Local Planning Schemes) Regulations 2015*;
 - (b) the amendment deletes provisions that have been superseded by the deemed provisions in Schedule 2 of the *Planning and Development (Local Planning Schemes) Regulations 2015*; and

-
- (c) the amendment does not change the land use class in the Scheme Zoning Table for the superseding land uses from those of the superseded land uses excepting where required by the deemed provisions.

Motion put and carried 6/0

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

Against: Nil

Unconfirmed

15. Confidential Reports:

PROCEDURAL MOTION

Council Resolution Number: 250925.19

Moved: Cr Sparkman

Seconded: Cr Bryant

That Council, in accordance with section 5.23(2) of the *Local Government Act 1995*, accepts that the meeting be closed to members of the public at 3.26pm to consider confidential items:

15.1 Disposal of Old Depot Sheds (Russell Street) – Purchase Offers; and
15.2 Chief Executive Officer – Performance Criteria

as these matters contain confidential information relating to section 5.23(2)(a) and (c) of the *Local Government Act 1995*.

Motion put and carried 6/0

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

Against: Nil

Cr Sutherland left the meeting at 3.27pm due to declaring a Financial and Impartiality Interest in Item 15.1.

PROCEDURAL MOTION

Council Resolution Number: 250925.20

Moved: Cr Campbell

Seconded: Cr Fraser

That Cr Bradford be appointed as Presiding Member for Item 15.1 – Disposal of Old Depot Sheds (Russell Street) – Purchase Offers.

Motion put and carried 6/0

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

Against: Nil

15.1 **CONFIDENTIAL ITEM** – DISPOSAL OF OLD DEPOT SHEDS (RUSSELL STREET) – PURCHASE OFFERS

Applicant:	Shire of Perenjori
File:	A751
Date:	25 September 2025
Disclosure of Interest:	Cr Sutherland – Impartiality & Financial Interest
Voting Requirements:	Simple Majority
Author:	Bianca Plug – Governance Officer
Responsible Officer:	Clinton Strugnell – Chief Executive Officer
Attachments:	15.1.1 – Advertisement Sale of Old Depot Sheds (Russell Street) 15.1.2 – Purchase Offer Form (Items A & B) 15.1.3 – Purchase Offer Form (Item C) 15.1.4 – Purchase Offer Form (Item D)

PROCEDURAL MOTION

Council Resolution Number: 250925.21

Moved: Cr Campbell Seconded: Cr Fraser

That Council suspend Standing Orders, *Clause 9.5 Limitation on number of speeches*, at 3.28 pm to allow for open discussion of Item 15.1.

Motion put and carried 5/0

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

Against: Nil

PROCEDURAL MOTION

Council Resolution Number: 250925.22

Moved: Cr Sparkman Seconded: Cr Fraser

That Council resume Standing Orders, *Clause 9.5 Limitation on number of speeches*, at 3.31 pm.

Motion put and carried 5/0

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

Against: Nil

COUNCIL DECISION

Council Resolution Number: 250925.23

Moved: Cr Campbell Seconded: Cr Fraser

That Council accepts the purchase offers received for the disposal of the old depot sheds and freestanding shelter located on Russell Street, Perenjori, as follows:

Item A – Patrick Lane, \$1,000

Item B – Patrick Lane, \$1,000

Item C – David Spencer, \$1,500

Item D – Ashley Sutherland, \$1,000

Motion put and carried 5/0

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

Against: Nil

Cr Sutherland returned to the meeting at 3.32pm and resumed as Presiding Member.

Chief Executive Officer, Clinton Strugnell, having declared an Impartiality and Financial Interest in Item 15.2, left the meeting at 3.32pm.

15.2 CONFIDENTIAL ITEM – CHIEF EXECUTIVE OFFICER PERFORMANCE CRITERIA

Applicant:	Shire of Perenjori
File:	PER500
Date:	25 September 2025
Disclosure of Interest:	Clinton Strugnell - Impartiality & Financial Interest
Voting Requirements:	Absolute Majority
Author:	Clinton Strugnell – Chief Executive Officer
Responsible Officer:	Clinton Strugnell – Chief Executive Officer
Attachments:	15.2.1 – Chief Executive Officer – Performance Criteria

PROCEDURAL MOTION

Council Resolution Number: 250925.24

Moved: Cr Sutherland Seconded: Cr Bradford

That Council suspend Standing Orders, *Clause 9.5 Limitation on number of speeches*, at 3.33 pm to allow for open discussion of Item 15.2.

Motion put and carried 6/0
For: Cr Sutherland, Cr Sparkman, Cr Bryant, Cr Bradford, Cr Fraser, Cr Campbell
Against: Nil

PROCEDURAL MOTION

Council Resolution Number: 250925.25

Moved: Cr Campbell Seconded: Cr Sparkman

That Council resume Standing Orders, *Clause 9.5 Limitation on number of speeches*, at 3.36 pm.

Motion put and carried 6/0
For: Cr Sutherland, Cr Sparkman, Cr Bryant, Cr Bradford, Cr Fraser, Cr Campbell
Against: Nil

OFFICER RECOMMENDATION

That Council:

- 1. Endorse the attached Chief Executive Officer – Performance Criteria.**
- 2. Agree that a review of the performance criteria will be undertaken in February 2026 to coincide with the determination of the Chief Executive Officers probation.**
- 3. Enlist the services of Mr Gary Hunt to manage the review process and establish performance criteria for 2026/2027.**

AMENDMENT TO OFFICER RECOMMENDATION

The Council considered that Item KRA 2.9, Effective CEO Transition Process and Program has already been satisfactorily developed.

COUNCIL DECISION

Council Resolution Number: 250925.26

Moved: Cr Sutherland

Seconded: Cr Campbell

That Council:

- 1. Endorse the attached Chief Executive Officer – Performance Criteria subject to the removal of Item KRA 2.9 – Effective CEO Transition Process and Program Developed.**
- 2. Agree that a review of the performance criteria will be undertaken in February 2026 to coincide with the determination of the Chief Executive Officers probation.**
- 3. Enlist the services of Mr Gary Hunt to manage the review process and establish performance criteria for 2026/2027.**

Motion put and carried 6/0 by Absolute Majority

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

Against: Nil

Clinton Strugnell returned to the meeting at 3.39 pm.

PROCEDURAL MOTION

Council Resolution Number: 250925.27

Moved: Cr Sparkman

Seconded: Cr Bryant

That Council return to standing orders and re-open the meeting to the public at 3.39 pm.

Motion put and carried 6/0

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

Against: Nil

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 3.40 pm.

22. Next Meeting:

The Shire President advised that the next Ordinary Meeting of Council will be held on Thursday, 23 October 2025 in the Shire of Perenjori Council Chambers, 56 Fowler St, Perenjori WA 6620, commencing at 3.00 pm.

8. Announcements by Presiding Member Without Discussion:

9. Petitions/Deputations/Presentations:

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

11. 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.”

12. Finance:

12.1 MONTHLY FINANCIAL REPORT – 30 SEPTEMBER 2025

Applicant:	Shire of Perenjori
File:	ADM 0082
Report Date:	23 October 2025
Disclosure of Interest:	Nil
Voting Requirements:	Simple Majority
Author:	Ally Bryant – Finance Manager
Responsible Officer:	Clinton Strugnell – Chief Executive Officer
Attachments:	12.1 - Monthly Statement of Financial Activity for September 2025

Summary

This item recommends that Council receives the Financial Activity Statements for the periods ending 30 September 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 2025-26 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 2024-25 financial statements is \$3,010,531. As previously advised, this surplus is notionally deceiving as the State Government transferred 50% of its 2025-26 financial assistance grants (totalling \$1.570m) to the Shire in June 2025.

Operating revenue YTD is \$4,931,295 over budget by \$9,493

Operating expenditure YTD is \$1,595,683, under budget by \$371,784

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

It is to be noted that the June financials are not yet completed as depreciation, allocations and accruals have not yet been finalised for the end of financial year. June financials remain open until the finalisation of the year end audit.

OFFICER RECOMMENDATION

Council Resolution Number:

Moved:

Seconded:

That the Monthly Financial Report to 30 September 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 30 September 2025

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 30 SEPTEMBER 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
OPERATING ACTIVITIES							
Revenue from operating activities							
General rates	10	3,660,293	3,674,128	3,759,958	85,830	2.34%	▲ Timing of Discount applied
Grants, subsidies and contributions	13	1,945,949	726,731	707,428	(19,303)	(2.66%)	▼ FAGS under budget for year
Fees and charges		1,115,091	307,589	349,651	42,062	13.67%	▲
Interest revenue		97,650	24,099	30,609	6,510	27.01%	▲ Interest better than expected budget
Other revenue		568,140	189,255	83,649	(105,606)	(55.80%)	▼ No income for Terra from July to Sep. Awaiting Septembers Boat figures to invoice. CESM reimbursments invoiced Oct.
Profit on asset disposals	6	70,155	0	0	0	0.00%	
		7,457,278	4,921,802	4,931,295	9,493	0.19%	
Expenditure from operating activities							
Employee costs		(3,667,695)	(947,733)	(910,868)	36,865	3.89%	▲ Less employees than budgeted
Materials and contracts		(2,680,006)	(677,586)	(372,935)	304,651	44.96%	▲ Timing
Utility charges		(418,373)	(138,755)	(60,722)	78,033	56.24%	▲ Timing
Depreciation		(4,775,680)	0	0	0	0.00%	
Finance costs		(183,462)	(46,484)	(51,843)	(5,359)	(11.53%)	▼ Timing Guarentee Charge
Insurance		(209,132)	(103,107)	(111,496)	(8,389)	(8.14%)	
Other expenditure		(200,603)	(53,782)	(87,819)	(34,037)	(63.29%)	▼ Timing
		(12,134,951)	(1,967,447)	(1,595,683)	371,764	18.90%	
Non-cash amounts excluded from operating activities	note 2(i)	4,705,525	0	0	0	0.00%	
Amount attributable to operating activities		27,852	2,954,355	3,335,612	381,257	12.90%	
INVESTING ACTIVITIES							
Inflows from investing activities							
Proceeds from capital grants, subsidies and contributions	14	2,523,973	9,665	215,267	205,602	2127.28%	▲
Proceeds from disposal of assets	6	246,850	0	103,651	103,651	0.00%	▲
		2,770,823	9,665	318,918	309,253	3199.72%	
Outflows from investing activities							
Payments for property, plant and equipment	5	(1,712,560)	(616,275)	(255,953)	360,322	58.47%	▲ Timing Refer to note 5
Payments for construction of infrastructure	5	(3,877,355)	(994,477)	(274,772)	719,705	72.37%	▲ Timing Refer to note 5
		(5,589,915)	(1,610,752)	(530,725)	1,080,027	67.05%	
Amount attributable to investing activities		(2,819,092)	(1,601,087)	(211,807)	1,389,280	86.77%	

SHIRE OF PERENJORI
STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 SEPTEMBER 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
FINANCING ACTIVITIES								
Inflows from financing activities								
	4	862,034	0	0	0	0.00%		
		862,034	0	0	0	0.00%		
Outflows from financing activities								
	11	(130,693)	(25,377)	(25,377)	0	0.00%		
	4	(960,778)	0	(3,034)	(3,034)	0.00%		Interest Transferred
		(1,091,471)	(25,377)	(28,411)	(3,034)	(11.96%)		
Amount attributable to financing activities		(229,437)	(25,377)	(28,411)	(3,034)	(11.96%)		
MOVEMENT IN SURPLUS OR DEFICIT								
Surplus or deficit at the start of the financial year		3,020,677	3,020,677	3,010,531	(10,146)	(0.34%)	▼	
Amount attributable to operating activities		27,852	2,954,355	3,335,612	381,257	12.90%	▲	
Amount attributable to investing activities		(2,819,092)	(1,601,087)	(211,807)	1,389,280	86.77%	▲	
Amount attributable to financing activities		(229,437)	(25,377)	(28,411)	(3,034)	(11.96%)	▼	
Surplus or deficit after imposition of general rates		0	4,348,568	6,105,929	1,757,361		▲	

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 30 SEPTEMBER 2025

	Ref Note	Adopted Budget Estimates (a) \$	YTD Budget Estimates (b) \$	YTD Actual (c) \$	Variance* \$ (c) - (b) \$	Variance* % ((c) - (b))/(b) %
OPERATING ACTIVITIES						
Income excluding grants, subsidies and contributions						
Governance	10	2,200	543	2,016	1,473	271.27%
General purpose funding - other		3,904,886	3,736,045	3,791,586	55,541	1.49%
Law, order and public safety	13	208,486	51,117	0	(51,117)	(100.00%)
Health		724	0	236	236	0.00%
Housing		347,813	88,577	87,949	(628)	(0.71%)
Community amenities		47,550	41,000	38,912	(2,088)	(5.09%)
Recreation and culture	6	73,200	18,294	3,309	(14,985)	(81.91%)
Transport		77,855	1,923	2,274	351	18.25%
Economic services		654,120	163,521	219,693	56,172	34.35%
Other property and services		193,995	93,928	77,671	(16,257)	(17.31%)
		5,511,329	4,195,071	4,223,867	28,796	0.69%
Grants, subsidies and contributions						
Governance		0	0	0	0	0.00%
General purpose funding - other		1,570,156	392,538	368,468	(24,070)	(6.13%)
Law, order and public safety		92,990	18,415	8,768	(9,647)	(52.39%)
Health		0	0	0	0	0.00%
Education and welfare		0	0	2,000	2,000	0.00%
Housing		0	0	87,870	87,870	0.00%
Community amenities		12,000	0	2,750	2,750	0.00%
Recreation and culture		249,166	0	0	0	0.00%
Transport		2,545,610	325,443	452,840	127,397	39.15%
Economic services		0	0	0	0	0.00%
Other property and services		0	0	0	0	0.00%
		4,469,922	736,396	922,696	186,300	25.30%
Expenditure from operating activities (including depreciation)						
Governance		(612,167)	(198,876)	(121,611)	77,265	38.85%
General purpose funding		(187,013)	(44,873)	(45,915)	(1,042)	(2.32%)
Law, order and public safety		(508,134)	(107,012)	(98,816)	8,196	7.66%
Health		(260,567)	(61,679)	(27,864)	33,815	54.82%
Education and welfare		(147,569)	(27,673)	(16,058)	11,615	41.97%
Housing		(607,786)	(113,633)	(102,427)	11,206	9.86%
Community amenities		(876,089)	(230,516)	(214,293)	16,223	7.04%
Recreation and culture		(1,883,187)	(389,074)	(320,730)	68,344	17.57%
Transport		(5,419,305)	(465,459)	(412,122)	53,337	11.46%
Economic services	6	(1,372,221)	(323,324)	(257,275)	66,049	20.43%
Other property and services		(260,913)	(5,328)	21,427	26,755	502.16%
		(12,134,951)	(1,967,447)	(1,595,684)	371,763	18.90%
Net Operating Result		(2,153,700)	2,964,020	3,550,879		

SHIRE OF PERENJORI
STATEMENT OF FINANCIAL POSITION
FOR THE PERIOD ENDED 30 SEPTEMBER 2025

	Supplementary Information	30 September 2025	30 June 2025
		\$	\$
CURRENT ASSETS			
Cash and cash equivalents	3	7,365,914	6,029,770
Trade and other receivables		2,175,080	344,756
Inventories	8	62,451	62,116
TOTAL CURRENT ASSETS		9,603,445	6,436,642
NON-CURRENT ASSETS			
Other financial assets		79,620	79,620
Inventories		104,000	104,000
Property, plant and equipment		27,120,864	26,968,562
Infrastructure		147,572,413	147,297,641
TOTAL NON-CURRENT ASSETS		174,876,897	174,449,823
TOTAL ASSETS		184,480,342	180,886,465
CURRENT LIABILITIES			
Trade and other payables	9	417,871	801,100
Other liabilities	12	608,529	156,929
Borrowings	11	105,316	130,693
Employee related provisions	12	264,674	264,674
TOTAL CURRENT LIABILITIES		1,396,390	1,353,396
NON-CURRENT LIABILITIES			
Borrowings	11	3,037,901	3,037,901
Employee related provisions		100,348	100,348
TOTAL NON-CURRENT LIABILITIES		3,138,249	3,138,249
TOTAL LIABILITIES		4,534,639	4,491,645
NET ASSETS		179,945,703	176,394,820
EQUITY			
Retained surplus		29,497,630	25,949,781
Reserve accounts	4	2,471,116	2,468,082
Revaluation surplus		147,976,957	147,976,957
TOTAL EQUITY		179,945,703	176,394,820

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

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 SEPTEMBER 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 2025-26 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 30 September 2025

SHIRE OF PERENJORI
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 SEPTEMBER 2025

2 STATEMENT OF FINANCIAL ACTIVITY INFORMATION

		Adopted Budget Closing	Last Year Closing	Year to Date
	Element Information	30 June 2026	30 June 2025	30 September 2025
(a) Net current assets used in the Statement of Financial Activity				
Current assets		\$	\$	\$
Cash and cash equivalents	3	3,107,833	6,029,770	7,365,914
Trade and other receivables		338,633	344,756	2,175,080
Inventories	8	62,116	62,116	62,451
		3,508,582	6,436,642	9,603,445
Less: current liabilities				
Trade and other payables	9	(518,222)	(801,100)	(417,871)
Other liabilities	12	(168,780)	(156,929)	(608,529)
Borrowings	11	130,693	(130,693)	(105,316)
Employee related provisions	12	(254,754)	(264,674)	(264,674)
		(811,063)	(1,353,396)	(1,396,390)
Net current assets		2,697,519	5,083,246	8,207,055
Less: Total adjustments to net current assets	note 2(c)	(2,697,519)	(2,072,715)	(2,101,126)
Closing funding surplus / (deficit)		0	3,010,531	6,105,929

(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)
		\$	\$	\$
Non-cash amounts excluded from operating activities				
Adjustments to operating activities				
Less: Profit on asset disposals	6	(70,155)	0	0
Add: Loss on asset disposals	6	0	0	0
Add: Depreciation		4,775,680	0	0
Total non-cash amounts excluded from operating activities		4,705,525	0	0

(c) Current assets and liabilities excluded from budgeted deficiency

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

		Adopted Budget Closing	Last Year Closing	Year to Date
		30-Jun-26	30 June 2025	30 September 2025
		\$	\$	\$
Adjustments to net current assets				
Less: Reserve accounts	4	(2,566,826)	(2,468,082)	(2,471,116)
Add: Current liabilities not expected to be cleared at the end of the year:				
- Current portion of borrowings	11	(130,693)	130,693	105,316
- Current portion of employee benefit provisions	4	0	264,674	264,674
Total adjustments to net current assets	note 2(c)	(2,697,519)	(2,072,715)	(2,101,126)

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 30 SEPTEMBER 2025

1 KEY INFORMATION

Funding Surplus or Deficit Components

Funding surplus / (deficit)				
	Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
Opening	\$3.02 M	\$3.02 M	\$3.01 M	(\$0.01 M)
Closing	\$0.00 M	\$4.35 M	\$6.11 M	\$1.76 M

Refer to Statement of Financial Activity

Cash and cash equivalents		
	\$	% of total
Unrestricted Cash	\$4.89 M	66.5%
Restricted Cash	\$2.47 M	33.5%

Refer to 3 - Cash and Financial Assets

Payables		
	\$	% Outstanding
Trade Payables	\$0.16 M	
0 to 30 Days		0.0%
Over 30 Days		100.0%
Over 90 Days		100.0%

Refer to 9 - Payables

Receivables		
	\$	%
Rates Receivable	\$1.85 M	51.5%
Trade Receivable	\$0.32 M	% Outstanding
Over 30 Days		91.5%
Over 90 Days		76.0%

Refer to 7 - Receivables

Key Operating Activities

Amount attributable to operating activities			
Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
\$0.03 M	\$2.95 M	\$3.34 M	\$0.38 M

Refer to Statement of Financial Activity

Rates Revenue		
	\$	% Variance
YTD Actual	\$3.76 M	
YTD Budget	\$3.67 M	2.3%

Refer to 10 - Rate Revenue

Grants and Contributions		
	\$	% Variance
YTD Actual	\$0.71 M	
YTD Budget	\$0.73 M	(2.7%)

Refer to 13 - Grants and Contributions

Fees and Charges		
	\$	% Variance
YTD Actual	\$0.35 M	
YTD Budget	\$0.31 M	13.7%

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)
(\$2.82 M)	(\$1.60 M)	(\$0.21 M)	\$1.39 M

Refer to Statement of Financial Activity

Proceeds on sale		
	\$	%
YTD Actual	\$0.00 M	
Adopted Budget	\$0.25 M	(100.0%)

Refer to 6 - Disposal of Assets

Asset Acquisition		
	\$	% Spent
YTD Actual	\$0.27 M	
Adopted Budget	\$3.88 M	(92.9%)

Refer to 5 - Capital Acquisitions

Capital Grants		
	\$	% Received
YTD Actual	\$0.22 M	
Adopted Budget	\$2.52 M	(91.5%)

Refer to 5 - Capital Acquisitions

Key Financing Activities

Amount attributable to financing activities			
Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
(\$0.23 M)	(\$0.03 M)	(\$0.03 M)	(\$0.00 M)

Refer to Statement of Financial Activity

Borrowings	
	\$
Principal repayments	(\$0.03 M)
Interest expense	(\$0.05 M)
Principal due	\$3.14 M

Refer to 11 - Borrowings

Reserves	
	\$
Reserves balance	\$2.47 M
Interest earned	\$0.00 M

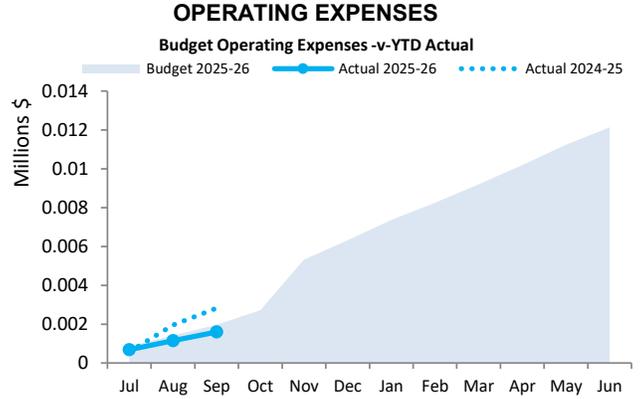
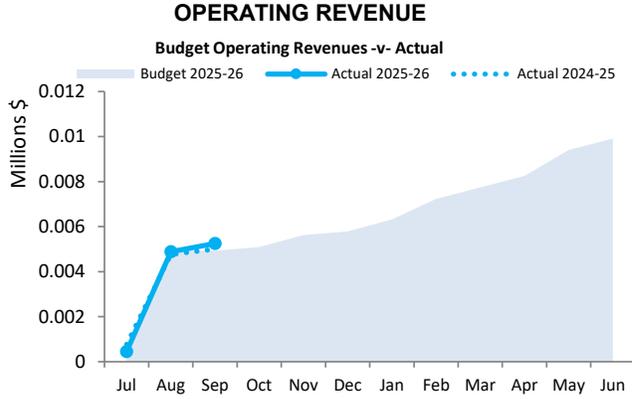
Refer to 4 - Cash Reserves

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

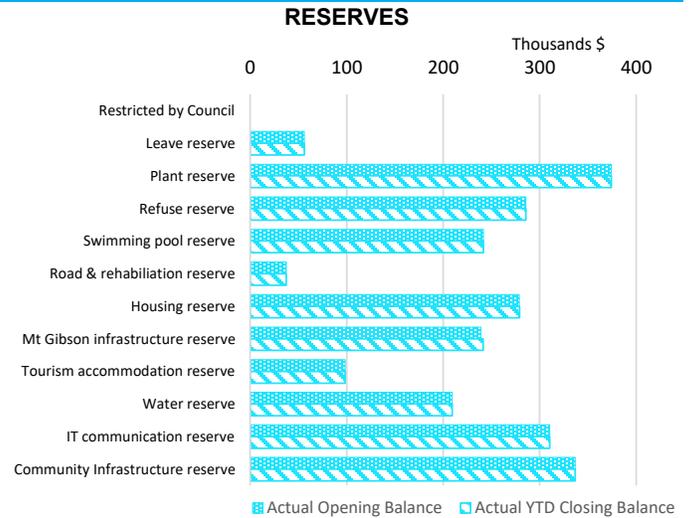
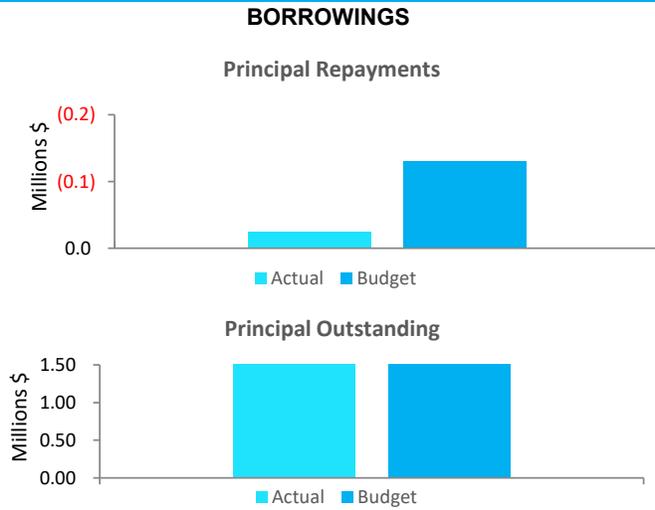
**SHIRE OF PERENJORI
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 30 SEPTEMBER 2025**

2 KEY INFORMATION - GRAPHICAL

OPERATING ACTIVITIES



FINANCING ACTIVITIES



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

**SHIRE OF PERENJORI
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 30 SEPTEMBER 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				
		\$	\$	\$	\$			
Cash on hand								
NAB Municipal Account	Cash and cash equivalents	2,375,925		2,375,925	2,374,232	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	2,518,722		2,518,722	2,518,722	Bank	1.35%	On Hand
Reserve Funds - Restricted Cash		0	2,471,116	2,471,116				
- Reserve Bank Account 4721	Cash and cash equivalents	0			30,153	Bank	3.50%	On Call
- Mt Gibson Mining Reserve Account 6682	Cash and cash equivalents	0			241,523	Bank	3.50%	On Call
- Reserve Term Deposit 0289	Cash and cash equivalents	0			2,200,000	Bank	4.10%	02/01/2026
Total		4,894,798	2,471,116	7,365,914	7,364,782			
Comprising								
Cash and cash equivalents		4,894,798	2,471,116	7,365,914	7,364,782			
		4,894,798	2,471,116	7,365,914	7,364,782			

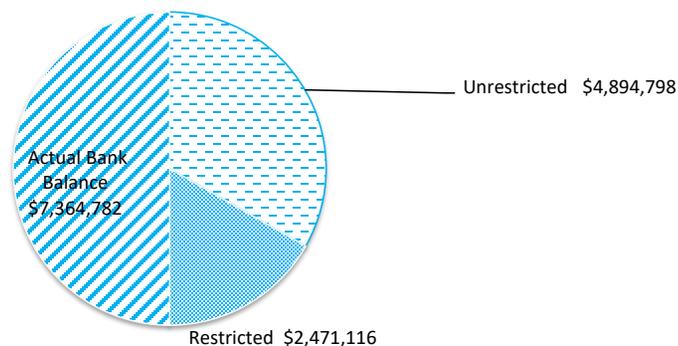
KEY INFORMATION

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 30 SEPTEMBER 2025

4 RESERVE ACCOUNTS

Reserve name	Budget	Budget	Budget	Budget	Budget	Actual	Actual	Actual	Actual	Actual YTD
	Opening Balance	Interest Earned	Transfers In (+)	Transfers Out (-)	Closing Balance	Opening Balance	Interest Earned	Transfers In (+)	Transfers Out (-)	Closing Balance
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Restricted by Council										
Leave reserve	56,117	1,007	0	0	57,124	56,117	19	0	0	56,136
Plant reserve	374,092	6,714	561,778	(130,000)	812,584	374,092	126	0	0	374,218
Refuse reserve	285,613	5,126	0	(50,000)	240,739	285,613	97	0	0	285,710
Swimming pool reserve	241,603	4,336	100,000	(323,334)	22,605	241,603	82	0	0	241,685
Road & rehabilitation reserve	37,437	672	0	0	38,109	37,437	12	0	0	37,449
Housing reserve	278,972	5,006	110,000	0	393,978	278,972	95	0	0	279,067
Mt Gibson infrastructure reserve	239,243	5,000	0	(175,275)	68,968	239,243	2,280	0	0	241,523
Tourism accommodation reserve	98,521	1,768	0	(40,000)	60,289	98,521	33	0	0	98,554
Water reserve	209,384	3,758	0	0	213,142	209,384	71	0	0	209,455
IT communication reserve	310,405	5,571	0	(113,425)	202,551	310,405	105	0	0	310,510
Community Infrastructure reserve	336,695	6,042	144,000	(30,000)	456,737	336,695	114	0	0	336,809
	2,468,082	45,000	915,778	(862,034)	2,566,826	2,468,082	3,034	0	0	2,471,116

5 CAPITAL ACQUISITIONS

Capital acquisitions	Adopted		YTD Actual	YTD Actual Variance
	Budget	YTD Budget		
	\$	\$	\$	\$
Land	20,000	0	0	0
Buildings	804,775	607,775	247,952	(359,823)
Furniture & equipment	53,425	0	0	0
Plant & equipment	834,360	8,500	8,001	(499)
Acquisition of property, plant and equipment	1,712,560	616,275	255,953	(360,322)
Roads	2,999,447	749,820	266,817	(483,003)
Footpaths	31,000	7,749	7,955	206
Other	846,908	236,908	0	(236,908)
Acquisition of infrastructure	3,877,355	994,477	274,772	(1,440,349)
Total capital acquisitions	5,589,915	1,610,752	530,725	(1,800,670)
Capital Acquisitions Funded By:				
Capital grants and contributions	2,523,973	9,665	215,267	205,602
Other (disposals & C/Fwd)	246,850	0	103,651	103,651
Reserve accounts				
Plant reserve	130,000	0	0	0
Refuse reserve	50,000	0	0	0
Swimming pool reserve	323,334	0	0	0
Mt Gibson infrastructure reserve	175,275	0	0	0
Tourism accommodation reserve	40,000	0	0	0
IT communication reserve	113,425	0	0	0
Community Infrastructure reserve	30,000	0	0	0
Contribution - operations	1,957,058	1,601,087	211,807	(1,389,280)
Capital funding total	5,589,915	1,610,752	530,725	(1,080,027)

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.

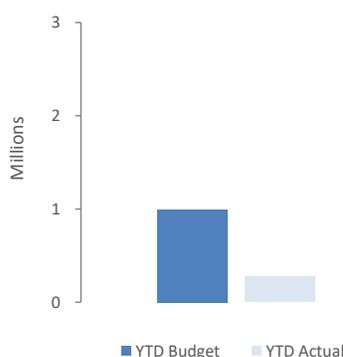
Initial recognition and measurement for assets held at cost

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

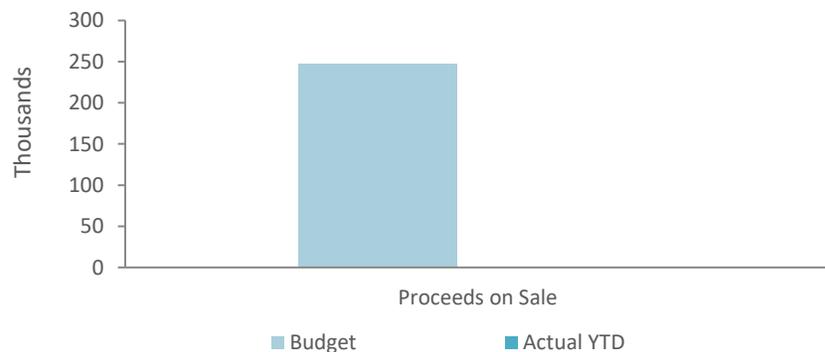


5 CAPITAL ACQUISITIONS - DETAILED

Job - Account	Job/Account Description	Asset Class	Type	Program	Original Budget	YTD Budget	YTD Actual	YTD Actual Variance	Comments
BC30	Unit 2 and 3 137 Crossing St Flooring & Bathrooms	Buildings	Economic Services	Upgrade	40,000	-	-	-	
HC34	Units 11 A&B Livingstone Patios	Buildings	Housing	Upgrade	14,000	-	-	-	
HC35	4 John St Ensuite Renovation	Buildings	Housing	Upgrade	8,000	8,000	-	8,000	
BC36	Depot Lean Too Shed and Dome Shelter	Buildings	Transport	New	33,000	-	-	-	
BC31	Post Office mail room extension	Buildings	Community Amenities	Upgrade	15,000	-	-	-	
BC32	Latham Community Centre Amenities upgrade	Buildings	Recreation and Culture	Upgrade	70,000	70,000	40,548	29,452	
I015	Water Bore and Tank DFES CWSP Funded	Infrastructure - Other	Law, Order & Public Saf	New	57,990	57,990	-	57,990	
BC33	Disabled Access Pavilion	Buildings	Recreation and Culture	Upgrade	8,000	8,000	-	8,000	
BC34	Sports Club House Renovations	Buildings	Recreation and Culture	Upgrade	60,000	60,000	1,335	58,665	
BC35	Gym Access Control System	Buildings	Recreation and Culture	Upgrade	9,000	9,000	-	9,000	
I014	Swimming Pool Liner and Bowl repairs	Infrastructure - Other	Recreation and Culture	Upgrade	500,000	-	-	-	
FE10	New EPR/Finance System Implementation	Furniture and Equipment	Governance	New	53,425	-	-	-	
I013	Oval Plumbing and Electrical	Infrastructure - Other	Recreation and Culture	Upgrade	35,000	35,000	-	35,000	
I010	Pump Track	Infrastructure - Other	Recreation and Culture	New	-	-	-	-	
	Unfinished Projects from 22/23 Budget								
HC32	House 3x2 Lot 358 3 Hirshauer Rd	Buildings	Housing	New	300,000	300,000	165,959	134,041	
I009	Latham Bowls Green	Infrastructure - Other	Recreation and Culture	Upgrade	128,918	128,918	-	128,918	Completed
I008	Latham Refuse Site	Infrastructure - Other	Community Amenities	Upgrade	50,000	-	-	-	
I012	Radio Broadcasting	Infrastructure - Other	Recreation and Culture	Upgrade	60,000	-	-	-	
I011	Niche Wall Latham Cemetery	Infrastructure - Other	Community Amenities	New	15,000	15,000	-	15,000	
BC29	Supermarket	Buildings	Community Amenities	New	175,275	80,275	40,110	40,165	
LA01	Purchase of Industrial Land	Land	Community Amenities	New	20,000	-	-	-	
BC01	Perenjori Pavilion Upgrade	Buildings	Recreation and Culture	Upgrade	72,500	72,500	-	72,500	
CP34	EV Charging Station	Plant & Equipment	Transport	New	8,500	8,500	8,001	499	
	Road Program								
RRG166	Coorow Latham Rd SLK 5.1-16.31	Infrastructure - Roads	Transport	Renewal	450,000	112,500	-	112,500	
RRG049	Syson Rd SLK0.00-6.00	Infrastructure - Roads	Transport	Renewal	458,753	114,681	136,500	(21,819)	
RRG049A	Syson Rd SLK 2.84-4.00	Infrastructure - Roads	Transport	Renewal	427,000	106,749	-	106,749	
RRG018	Wanarra Rd SLK 2.82-5.55	Infrastructure - Roads	Transport	Renewal	410,500	102,624	-	102,624	
R2R051	Bunjil North East Rd SLK 4.55-9.5	Infrastructure - Roads	Transport	Renewal	275,903	68,970	-	68,970	
R2R040	Spencer Rd SLK 33.75-36.28 17.32-21.21	Infrastructure - Roads	Transport	Renewal	375,822	93,945	20,386	73,559	
R2R017	Rabbit Proof Fence Rd SLK 24.23-27.52	Infrastructure - Roads	Transport	Renewal	271,354	67,833	104,931	(37,098)	
R2R124	Timmings St Reseal	Infrastructure - Roads	Transport	Upgrade	14,500	3,624	-	3,624	
R2R085	Rayner Rd SLK .39-3.46	Infrastructure - Roads	Transport	Upgrade	57,809	14,448	-	14,448	
R2R163	England Cres SLK 0.03-0.17	Infrastructure - Roads	Transport	Upgrade	14,700	3,675	-	3,675	
MWF047	Boundary Road - Retention	Infrastructure - Roads	Transport	Upgrade	106,998	26,748	5,000	21,748	
MWF009	Hill Rd - Retention	Infrastructure - Roads	Transport	Upgrade	7,397	1,848	-	1,848	
MWF039	Morawa South Rd - Retention	Infrastructure - Roads	Transport	Upgrade	41,779	10,443	-	10,443	
FP01	Fowler St Footpath Repairs	Infrastructure - Roads	Transport	Upgrade	31,000	7,749	7,955	(206)	
R2R094	Syson/Oversby SLK 33.11-37.16	Infrastructure - Roads	Transport	Upgrade	86,932	21,732	-	21,732	
	Plant replacement program								
04259	CEO Vehicle	Plant & Equipment	Administration	Renewal	65,000	-	-	-	
CP54	Generator Aged Units 24 Kva	Plant & Equipment	Housing	New	24,000	-	-	-	
CP43	Mechanics Truck	Plant & Equipment	Transport	New	130,000	-	-	-	
CP44	Triton ute single cab	Plant & Equipment	Transport	Renewal	35,860	-	-	-	
CP45	Triton ute single cab with tipping body	Plant & Equipment	Transport	Renewal	42,000	-	-	-	
CP46	Ride on Mower	Plant & Equipment	Transport	Renewal	22,000	-	-	-	
CP47	New Construction Truck	Plant & Equipment	Transport	Renewal	130,000	-	-	-	
CP48	Town mower tractor	Plant & Equipment	Transport	Renewal	100,000	-	-	-	
CP49	Tri Axle Float Refurbish	Plant & Equipment	Transport	Upgrade	50,000	-	-	-	
CP50	Tandem box Trailer	Plant & Equipment	Transport	New	5,000	-	-	-	
CP51	New Latham community Bus	Plant & Equipment	Transport	New	60,000	-	-	-	
CP52	22 Seater Bus	Plant & Equipment	Transport	New	147,000	-	-	-	
CP53	Generator Depot 20Kva	Plant & Equipment	Transport	New	15,000	-	-	-	
					5,589,915	1,610,752	530,725	1,080,027	

6 DISPOSAL OF ASSETS

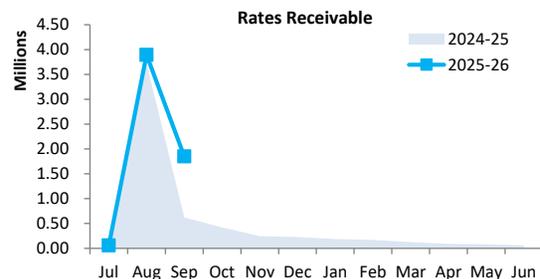
Asset Ref.	Asset description	Budget				YTD Actual			
		Net Book Value	Proceeds	Profit	(Loss)	Net Book Value	Proceeds	Profit	(Loss)
		\$	\$	\$	\$	\$	\$	\$	\$
Plant and equipment									
PE324	Ford Everset		45,000	0	0	0	0	0	0
PE307	Toyota Corolla		23,000	0	0	0	0	0	0
PE017	Triton Ute 2020		9,000	0	0	0	0	0	0
PE026	Triton Ute 2020		9,000	0	0	0	0	0	0
PE024	Mechanics Truck		45,000	0	0	0	0	0	0
	John Deere Rideon Mower		800	0	0	0	0	0	0
PE177	New Holland Tractor 2011		15,000	0	0	0	0	0	0
PE219	Hino Construction Truck		35,000	0	0	0	0	0	0
PE12	Latham Bus Coaster		15,000	0	0	0	0	0	0
PE004	Perenjori Bus Rosa		20,000	0	0	0	0	0	0
PE145	UD Truck		30,000	0	0	0	0	0	0
	Box Trailer		50	0	0	0	0	0	0
	TOTAL		176,695	246,850	70,155	0	0	0	0



7 RECEIVABLES

Rates receivable

	30 Jun 2025	30 Sep 2025
	\$	\$
Opening arrears previous years	60,386	60,386
Levied this year		3,759,959
Less - collections to date	(0)	(1,968,355)
Gross rates collectable	60,386	1,851,990
Net rates collectable	60,386	1,851,990
% Collected	0.0%	51.5%



Receivables - general

	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Receivables - general	(3,604)	22,625	18,758	15,836	169,487	223,101
Percentage	(1.6%)	10.1%	8.4%	7.1%	76.0%	
Balance per trial balance						
Sundry debtors						223,101
GST receivable						99,989
Total receivables general outstanding						323,090

Amounts shown above include GST (where applicable)

KEY INFORMATION

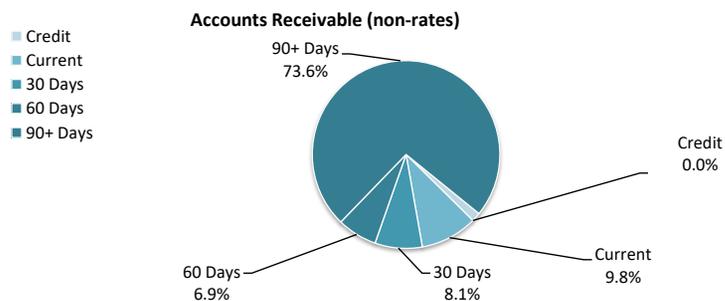
Trade and other receivables include amounts due from ratepayers for unpaid rates and service charges and other amounts due from third parties for goods sold and services performed in the ordinary course of business.

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 30 SEPTEMBER 2025**

OPERATING ACTIVITIES

8 OTHER CURRENT ASSETS

	Opening Balance 1 July 2025	Asset Increase	Asset Reduction	Closing Balance 30 September 20
	\$	\$	\$	\$
Other current assets				
Inventory				
Stock inventories	62,116	335	0	62,451
Total other current assets	62,116	335	0	62,451

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.

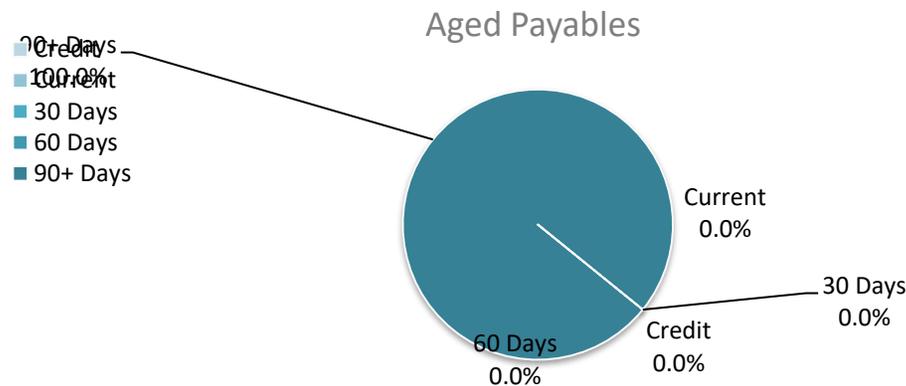
9 PAYABLES

Payables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Payables - general	0	0	0	0	178	178
Percentage	0.0%	0.0%	0.0%	0.0%	100.0%	
Balance per trial balance						
Payables, current	0	164,908	0	0	0	164,908
ATO liabilities	0	152,271	0	0	0	152,271
Prepaid rates	0	13,296	0	0	0	13,296
Licencing	0	30,691	0	0	0	30,691
Accrued loan interest	0	56,705	0	0	0	56,705
Total payables general outstanding						417,871

Amounts shown above include GST (where applicable)

KEY INFORMATION

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



10 RATE REVENUE

General rate revenue

RATE TYPE	Rate in	Number of	Rateable	Rate	Budget	Total	Rate	YTD Actual	Total
	\$ (cents)	Properties	Value	Revenue	Interim	Revenue	Revenue	Interim	Total
				\$	\$	\$	\$	\$	\$
Gross rental value									
Townsite	0.079231	106	1,468,481	116,349	0	116,349	116,349	0	116,349
Mining	0.111540	1	2,835,000	316,216	(12,000)	304,216	316,216	0	316,216
Unimproved value									
Rural	0.010646	260	228,922,684	2,437,111	0	2,437,111	2,435,656	(95)	2,435,561
Mining	0.280090	41	3,122,478	874,575	0	874,575	874,575	851	875,426
Exploration	0.211055	32	287,387	60,654	(1,835)	58,819	61,100	(5,592)	55,508
Sub-Total		440	236,636,030	3,804,905	(13,835)	3,791,070	3,803,896	(4,836)	3,799,060
Minimum payment									
Gross rental value									
Townsite	442	33	36,039	14,586	0	14,586	14,586	0	14,586
Mining	442	1	20	442	0	442	442	0	442
Unimproved value									
Rural	442	12	139,940	5,304	0	5,304	7,072	0	7,072
Mining	442	5	2,899	2,210	0	2,210	2,210	0	2,210
Exploration	442	25	27,626	11,050	0	11,050	10,608	0	10,608
Sub-total		76	206,524	33,592	0	33,592	34,918	0	34,918
Discount						(191,912)			(101,290)
Amount from general rates						3,632,750			3,732,688
Ex-gratia rates						27,543	27,270		27,270
Total general rates						3,660,293			3,759,959

11 BORROWINGS

Repayments - borrowings

Information on borrowings Particulars	Loan No.	New Loans			Principal Repayments		Principal Outstanding		Interest Repayments	
		1 July 2025	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget
		\$	\$	\$	\$	\$	\$	\$	\$	\$
John Street Subdivision	98	98,059	0	0	(14,976)	(30,474)	83,083	67,585	(3,833)	(6,554)
Council Housing	99	970,535	0	0	0	(31,010)	970,535	939,525	(3,406)	(56,578)
Supermarket	104	1,500,000	0	0	(10,401)	(21,079)	1,489,599	1,478,921	(44,040)	(89,693)
Council House 3x2	105	600,000	0	0	0	(48,130)	600,000	551,870	(564)	(30,637)
Total		3,168,594	0	0	(25,377)	(130,693)	3,143,217	3,037,901	(51,843)	(183,462)
Current borrowings		130,693					105,316			
Non-current borrowings		3,037,901					3,037,901			
		3,168,594					3,143,217			

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 2025	Liability transferred from/(to) non current	Liability Increase	Liability Reduction	Closing Balance 30 September 2025
		\$	\$	\$	\$	\$
Other current liabilities						
Other liabilities						
Contract liabilities		147,553	0	571,600	(120,000)	599,153
Capital grant/contributions liabilities		9,376	0	0	0	9,376
Total other liabilities		156,929	0	571,600	(120,000)	608,529
Employee Related Provisions						
Employee provisions		264,674	0	0	0	264,674
Total Provisions		264,674	0	0	0	264,674
Total other current liabilities		421,603	0	571,600	(120,000)	873,203

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 Liability	Decrease in Liability	Liability	Current Liability	Adopted Budget	YTD	YTD
		1 July 2025		(As revenue)	30 Sep 2025	30 Sep 2025	Revenue	Budget	Revenue
		\$	\$	\$	\$	\$	\$	\$	
Grants and subsidies									
DFES Operating Grant	Law, Order & Public Safety	0	0	0	0	0	35,000	8,750	8,768
Direct Grant	Transport	0	0	0	0	0	325,443	325,443	325,443
Grants Commission Grant	General purpose funding	0	0	0	0	0	919,251	229,812	222,966
Untied Road Grant	General purpose funding	0	0	0	0	0	650,905	162,726	145,502
Doantion Bush Telegraph Committee	General purpose funding	9,376	0	0	9,376	9,376	0	0	0
Volunteers & Seniors Grants	Community Services	0	0	0	0	0	12,000	0	2,750
Main Roads Street Lighting Subsidy	Transport	0	0	0	0	0	3,350	0	0
Youth Grant	Education	0	0	0	0	0	0	0	2,000
		9,376	0	0	9,376	9,376	1,945,949	726,731	707,428

14 CAPITAL GRANTS, SUBSIDIES AND CONTRIBUTIONS

Provider	Program	Capital grant/contribution liabilities				Capital grants, subsidies and contributions revenue		
		Liability 1 July 2025	Increase in Liability	Decrease in Liability (As revenue)	Liability 30 Sep 2025	Adopted Budget Revenue	YTD Budget	YTD Revenue Actual
		\$	\$	\$	\$	\$	\$	
Capital grants and subsidies								
Department of Industry (Evacuation Centre Grant)	General Purpose Funding	0	0	0	0	0	0	
Grant Income - DWER	Law, Order & Public Safety	0	0	0	57,990	9,665	0	
Regional Road Group Funding	Transport	0	463,334	(120,000)	1,158,334	0	120,000	
Roads To Recovery Funding	Transport	75,081	0	0	942,819	0	0	
Mid West Secondary Grain Freight Network Grant	Transport	0	108,266	0	115,664	0	7,397	
Lottery West Grant	Recreation and Culture	72,472	0	0	72,500	0	0	
Department Sport and Rec	Recreation and Culture	0	0	0	176,666	0	0	
		147,553	571,600	(120,000)	2,523,973	9,665	215,267	

12.2 SCHEDULE OF FINANCIAL ACTIVITY FOR THE PERIOD ENDED 30 SEPTEMBER 2025

Applicant:	Shire of Perenjori
File:	ADM 0082
Report Date:	23 October 2025
Disclosure of Interest:	Nil
Voting Requirements:	Simple Majority
Author:	Gypsie Douglas – Finance Officer
Responsible Officer:	Ally Bryant – Finance Manager
Attachments:	12.2.1 – Accounts for Payment September 2025 12.2.1 – Corporate Credit Card Statement & Breakdown

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

Clinton Strugnell – Chief Executive Officer

Ally Bryant – Finance Manager

Officer Comment

Accounts paid for the month ending 30 September 2025

Municipal Account	
EFT 19298 – 19382	\$533,178.15
Direct Debits	\$119,809.65
Cheques	\$0.00
Corporate MasterCard	\$7,780.77
Bank Fees	\$1,270.94
Total	\$662,039.51

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

Totalling **\$662,039.51** from *Municipal* and *Trust Accounts* for the month ending **30 September 2025**.

OFFICER RECOMMENDATION

Council Resolution Number:

Moved:

Seconded:

That the cheques and electronic payments as per the attached schedules of accounts for payment totaling \$662,039.51 (Six hundred and sixty-two thousand, and thirty-nine dollars and fifty-one 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 30th September 2025**

Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
489	30/09/2025	EFT GST - EFTPOS FEES WITH GST	EFTPOS FEES WITH GST	M		994.69
489	30/09/2025	BANK FEES - BANK FEES NO GST	ACCOUNT FEE	M		75.00
489	30/09/2025	FEE GST - BANK FEES WITH GST	NAB CNNECT FEE	M		23.49
489	30/09/2025	FEE GST - BANK FEES WITH GST	BPAY CHARGE	M		177.76
EFT19298	04/09/2025	TELSTRA CORPORATION LIMITED	Telephone charges - PJ Fire Station	M		52.49
EFT19299	04/09/2025	ABROLHOS STEEL	Steel lengths for flashes - PJ1599	M		340.25
EFT19300	04/09/2025	APPLIED SATELLITE TECHNOLOGY AUSTRALIA PTY LTD	Monthly subscription & AST service fee - September 25	M		92.00
EFT19301	04/09/2025	AUSTRALIA POST	Monthly Postage Expenses - August 25	M		581.28
EFT19302	04/09/2025	BOB WADDELL & ASSOCIATES PTY LTD	Rates Services - w/e 24/08/2025 & 31/08/2025	M		2,112.00
EFT19303	04/09/2025	BRIAN OLIVER WILLIAM CAMPBELL	Travel allowance for Ordinary Council Meeting - 28/08/2025	M		85.15
EFT19304	04/09/2025	CORSIGN WA	Extendable cone bar, steel bollard, floodway, electric vehicle parking & site office signs - EV charging station & traffic signs	M		1,951.40
EFT19305	04/09/2025	CRANECORP AUSTRALIA PTY LTD	Quarterly tagging of lifting equipment	M		495.66
EFT19306	04/09/2025	CUNNINGHAM EARTHMOVING & LOGISTICS	Rock breaking for drain - Boundary Rd	M		5,500.00
EFT19307	04/09/2025	DANIEL KEVIN BRADFORD	Travel Allowance for Ordinary Council Meeting - 28/08/2025	M		83.17
EFT19308	04/09/2025	DEPARTMENT OF WATER AND ENVIRONMENTAL REGULATION	Annual License Fee - Latham Tip (L6853/1997/14)	M		939.95
EFT19309	04/09/2025	EFTSURE	EFTsure Software Service Fee - 11/08/2025 to 10/08/2026	M		6,586.80
EFT19310	04/09/2025	GREENFIELD TECHNICAL SERVICES	RRG Submissions Prep 2026/27	M		13,860.00

Shire of Perenjori
Local Government Act 1995
Accounts for Payment for Month Ended 30th September 2025

Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
EFT19311	04/09/2025	HERSEY'S SAFETY PTY LTD	Protective work gear, tapes, tags, car fresheners, sprays & drain plug & washer seal - Depot	M		2,099.17
EFT19312	04/09/2025	INDEPENDENT RURAL PTY LTD	Truck battery - PJ1561, wrench – Depot, Laundry powder – C/Park concrete - Roads	M		911.12
EFT19313	04/09/2025	INFINITUM TECHNOLOGIES PTY LTD	PC Upgrade - Perenjori Medical Centre	M		3,729.00
EFT19314	04/09/2025	INTEGRATED ICT	Laptop replacements x7 - MIS, Depot Admin, CDO, MCCA, FM, SFO & CEO. Monthly subscriptions – August 25	M		26,080.38
EFT19315	04/09/2025	J'S HARDWARE & GIFTS	Hardware & Garden Supplies - August 25	M		1,618.20
EFT19316	04/09/2025	JUDE SUTHERLAND	Travel Allowance for Ordinary Council Meeting - 28/08/2025	M		37.63
EFT19317	04/09/2025	LAND INSIGHTS	Prep of Scheme Amendment document - 31/08/2025	M		1,320.00
EFT19318	04/09/2025	LESLIE DEREK HEPWORTH	Travel Allowance for Ordinary Council Meeting - 28/08/2025	M		29.71
EFT19319	04/09/2025	LIVE LIFE ALARMS	LLA-32SF Annual Renewal - K Anderson, S Innes & D Spencer	M		270.00
EFT19320	04/09/2025	MCLEODS LAWYERS	Deed of Gift Agreement: Lot 16 (No.47) Russell Street, Perenjori: Stubbs-Mills	M		851.40
EFT19321	04/09/2025	MICHAEL LUPARDO T/A ALLGLO PAINTING CONTRACTORS	Deposit for support pole painting – Pool. Paint walls – bedroom & laundry – 8A John St. Treat mould & reseal shower in ensuite – 50 Russell St	M		22,050.00
EFT19322	04/09/2025	NAPA	Service kit & filters - PJ1500	M		370.80
EFT19323	04/09/2025	ON HOLD ON LINE	Monthly On Hold Messages - August 2025	M		77.00
EFT19324	04/09/2025	PERENJORI COMMUNITY RESOURCE CENTRE	USB & envelope - Admin	M		27.54
EFT19325	04/09/2025	PERENJORI ROADHOUSE	Fabric softeners, sprays & bleach - (Cleaning supplies) Various locations	M		258.77
EFT19326	04/09/2025	PJC SERVICES & CO PLUMBING & GAS	Supply & install maceration pump to kitchen, running pipe work	M		4,270.66

**Shire of Perenjori
Local Government Act 1995
Accounts for Payment for Month Ended 30th September 2025**

Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
			from pump to septic system - 50 Russell St. Repair leak behind old ablution – C/Park. Pressure test – 23 Hesford St. Supply & install sink mixer – 2 John St			
EFT19327	04/09/2025	REPCO AUTO PARTS	Filters x 3 - PJ1500 & 1501PJ	M		284.35
EFT19328	04/09/2025	RJ & LJ KING	Tyre repair - 1HYD261	M		49.50
EFT19329	04/09/2025	ROBERT GRAHAM	Musical entertainment - PJ Volunteers Night	M		1,500.00
EFT19330	04/09/2025	SINCH MESSAGEMEDIA	Monthly Messaging Service - August 25	M		1,196.37
EFT19331	04/09/2025	TEAM GLOBAL EXPRESS PTY LTD	Freight - Wilson Machinery, E & MJ Rosher, Winc & Corsign	M		492.49
EFT19332	04/09/2025	TRUCKLINE	Hose - PJ1578 Prime Mover	M		208.03
EFT19333	04/09/2025	WILSON MACHINERY	Blades, cutter bar, nuts, bolts & washers - PJ Parkland Mower	M		1,424.80
EFT19334	04/09/2025	WINC AUSTRALIA PTY LIMITED	Office & Stationery supplies - Admin, Depot & Latham Community Centre	M		1,137.97
EFT19335	04/09/2025	WOODFORDIA INC	Winter Tour 2025 - (Festival of Small Halls) 08/08/2025	M		4,350.50
EFT19336	10/09/2025	MODULAR WA (MODULARIS PTY LTD)	Completion of residence on builders premises - Lot 358 (3) Hirshauer Rd, Perenjori	M		160,556.00
EFT19337	19/09/2025	A & KJ MASON	Rates refund for assessment A15288 P59/02278 MINING TENEMENT PERENJORI WA 6620	M		76.01
EFT19338	19/09/2025	AMPAC DEBT RECOVERY	Costs - A528, A168 & C/Park	M		882.10
EFT19339	19/09/2025	ANDREW FRASER	Cr Meeting Attendance Fees - 1st Qtr	M		1,996.88
EFT19340	19/09/2025	AUSQUEST LIMITED	Rates refund for assessment A15268 E70/05389 MINING TENEMENT PERENJORI WA 6620	M		1,486.83
EFT19341	19/09/2025	AVON WASTE	Waste Removal - August 25	M		3,045.60

**Shire of Perenjori
Local Government Act 1995
Accounts for Payment for Month Ended 30th September 2025**

Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
EFT19342	19/09/2025	BETTA ROADS PTY LTD	Polycorn stabilising aid - Syson Rd	M		150,150.00
EFT19343	19/09/2025	BOB WADDELL & ASSOCIATES PTY LTD	Rates Services - w/e 07/09/2025	M		440.00
EFT19344	19/09/2025	BOC LIMITED	Monthly cylinder fee - Depot, Admin & PJ Fire Station	M		69.81
EFT19345	19/09/2025	BRIAN OLIVER WILLIAM CAMPBELL	Cr Meeting Attendance Fees - 1st Qtr	M		1,996.88
EFT19346	19/09/2025	BRUCE SMITH	Rates refund for assessment A15160 E59/02172 MINING TENEMENT PERENJORI WA 6620	M		116.25
EFT19347	19/09/2025	CANINE CONTROL	Ranger Services - 10-11/09/2025	M		935.40
EFT19348	19/09/2025	COLIN MURRICE BRYANT	Cr Meeting Attendance Fees - 1st Qtr	M		1,996.88
EFT19349	19/09/2025	DAEL MICHELE SPARKMAN	Cr Meeting Attendance Fees - 1st Qtr	M		1,996.88
EFT19350	19/09/2025	DANIEL KEVIN BRADFORD	Cr Meeting Attendance Fees - 1st Qtr	M		1,996.88
EFT19351	19/09/2025	DAPHNE'S TIMELESS TREATS	Catering for Bush Fire Brigade Training - 1-5 September 2025	M		1,320.00
EFT19352	19/09/2025	DARRAL STAINES	Construct 15 stumps - PJ Sports Club House	M		1,468.50
EFT19353	19/09/2025	DONGARA MID WEST WASTE	Pumping of septic - Camel Soak Ablutions	M		2,400.00
EFT19354	19/09/2025	E & MJ ROSHER PTY LTD	Belt, shaft, pulley, gasket, cover & pump - PJ1564	M		2,122.86
EFT19355	19/09/2025	GH COUNTRY COURIER	Freight - Reece Plumbing, Geraldton Lock & Key & Blackwoods	M		281.82
EFT19356	19/09/2025	GREAT SOUTHERN FUEL	Bulk order of oils & grease – Depot/Plant	M		4,544.81
EFT19357	19/09/2025	GREENFIELD TECHNICAL SERVICES	Prepare R2R maps x 6 - Various locations	M		550.00
EFT19358	19/09/2025	HERBY THE CLEANING BUG	Clean mould in carpet - Latham Community Centre	M		259.60
EFT19359	19/09/2025	INDEPENDENT RURAL PTY LTD	Hardware, Garden & Cleaning Supplies – P&G, Oval, Depot & C/Park	M		2,386.53

Shire of Perenjori
Local Government Act 1995
Accounts for Payment for Month Ended 30th September 2025

Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
EFT19360	19/09/2025	INDUSTRIAL AUTOMATION GROUP	Cloud Service Access & Support - PJ & Latham Standpipes	M		2,250.60
EFT19361	19/09/2025	IT VISION	Synergysoft backend & implementation services	M		12,603.80
EFT19362	19/09/2025	JUDE SUTHERLAND	Cr Meeting Attendance Fees - 1st Qtr	M		2,735.00
EFT19363	19/09/2025	KOMATSU	Exhaust manifold, gaskets, seals, rings & freight - PJ1530	M		1,186.52
EFT19364	19/09/2025	LESLIE DEREK HEPWORTH	Cr Meeting Attendance Fees - 1st Qtr	M		1,996.88
EFT19365	19/09/2025	LGISWA	EAP for Bushfire Employees & Volunteers Insurance - 01/07/25 to 31/12/25. Wokers Compensation Insurance adjustment 24-25	M		6,155.77
EFT19366	19/09/2025	MARKET CREATIONS AGENCY	Photography shoot - PJ Shire	M		5,456.00
EFT19367	19/09/2025	MCLEODS LAWYERS	Supermarket Lease: Fowler St, Perenjori	M		217.80
EFT19368	19/09/2025	MEDELECT BIOMEDICAL SERVICES	Medical equipment & preventative maintenance - Medical Centre	M		2,662.00
EFT19369	19/09/2025	MORAWA MEDICAL CENTRE	Pre-employment medical & screening - T. Hart	M		313.50
EFT19370	19/09/2025	NOVUS AUTOGLASS MIDWEST AND TINT-A-CAR GERALDTON - INGHAM WAY PTY LTD	Supply & install windscreen + tint visor - PJ4775. Repair stone chips in windscreens – various vehicles	M		3,303.00
EFT19371	19/09/2025	OAKSTAR ASSET PTY LTD	Wet hire of dozer to push up gravel - Farris Rd & Syson Rd	M		26,840.00
EFT19372	19/09/2025	PERENJORI ROADHOUSE	Milk, newspaper, napkins, trays, lamb & buns – Admin & Depot	M		592.39
EFT19373	19/09/2025	PETES TRAILER DELIVERIES	Pick up & delivery of mattress - C/Park	M		80.00
EFT19374	19/09/2025	PJC SERVICES & CO PLUMBING & GAS	Supply & install hot water unit – CRC. Install dishwasher – 27 Timmings St	M		1,790.01
EFT19375	19/09/2025	REECE PTY LTD	Urinal, metal plate & button - Latham Community Centre. Junior toilet seat – PECC Fittings – P&G & Depot	M		4,489.42
EFT19376	19/09/2025	REPCO AUTO PARTS	Battery Switch - PJ1549. Thread sealer & locker – Depot	M		418.12

Shire of Perenjori
Local Government Act 1995
Accounts for Payment for Month Ended 30th September 2025

Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
EFT19377	19/09/2025	SUPAGAS	Annual rental 45kg LPG bottles x 2 - 137 Crossing St	M		209.05
EFT19378	19/09/2025	TEAM GLOBAL EXPRESS PTY LTD	Freight - Protector Fire, Corsign, Winc, E & MJ Rosher & Hersey	M		456.95
EFT19379	19/09/2025	WALLACE PLUMBING AND GAS PTY LTD	Plumbing repairs & maintenance - Memorial Park	M		3,242.86
EFT19380	19/09/2025	WESTERN AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION	WALGA Convention - CEO C Strugnell, Cr J Sutherland & Cr L Hepworth	M		5,527.50
EFT19381	19/09/2025	WINC AUSTRALIA PTY LIMITED	Labels - Depot	M		2.19
EFT19382	19/09/2025	ZED ELECT	Connect electricity to HWS - CRC	M		246.73
DD15583.1	03/09/2025	WATER CORPORATION	Water usage 10/06/25-12/08/25 - Buildings & Gardens	M		34,294.35
DD15583.2	01/09/2025	WESTNET	Monthly Internet Charge for Museum & Library - August 25	M		73.95
DD15583.3	01/09/2025	RMS (Aust) P/L	RMS Online Fees - August 25	M		194.98
DD15583.4	01/09/2025	NODE ONE	N1 Business Fibre - September 25	M		1,100.00
DD15584.1	04/09/2025	RMS (Aust) P/L	RMS Cloud & Support - September 25	M		484.00
DD15588.1	09/09/2025	AWARE SUPER	Payroll deductions	M		8,651.77
DD15588.2	09/09/2025	UNISUPER	Superannuation contributions	M		313.55
DD15588.3	09/09/2025	REST INDUSTRY SUPERANNUATION	Superannuation contributions	M		333.64
DD15588.4	09/09/2025	THE RL & JMA RYAN SUPERANNUATION FUND	Superannuation contributions	M		1,192.20
DD15588.5	09/09/2025	AUSTRALIAN RETIREMENT TRUST (SUPER SAVINGS)	Superannuation contributions	M		778.84
DD15588.6	09/09/2025	EXPAND EXTRA SUPER	Superannuation contributions	M		571.07

**Shire of Perenjori
Local Government Act 1995
Accounts for Payment for Month Ended 30th September 2025**

Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
DD15588.7	09/09/2025	AUSTRALIAN SUPER	Superannuation contributions	M		4,126.33
DD15588.8	09/09/2025	MERCER SUPER TRUST	Superannuation contributions	M		688.01
DD15588.9	09/09/2025	HOST PLUS SUPER	Superannuation contributions	M		422.53
DD15593.1	08/09/2025	TELSTRA CORPORATION LIMITED	Main Account to 15/08/25	M		2,882.72
DD15593.2	15/09/2025	REFUEL AUSTRALIA	Fuel Card Purchases for August 2025	M		24,085.69
DD15593.3	05/09/2025	Fleetcare Pty Ltd	CESM Ford Ranger - August 2025	M		4,234.55
DD15593.4	08/09/2025	SYNERGY	Electricity usage 19/07/25-18/08/25 - Pool	M		1,692.96
DD15593.5	10/09/2025	SYNERGY	Electricity usage 17/07/25-20/08/25 - C/Park Village	M		3,042.44
DD15593.6	12/09/2025	SYNERGY	Electricity usage 26/06/25-22/08/25 - Buildings, Housing & Gardens	M		9,422.70
DD15593.7	15/09/2025	SYNERGY	Electricity usage 27/06/25-25/08/25 - Latham Community Centre, FM Tower, Oval	M		990.17
DD15598.1	23/09/2025	AWARE SUPER	Payroll deductions	M		8,896.87
DD15598.2	23/09/2025	UNISUPER	Superannuation contributions	M		313.55
DD15598.3	23/09/2025	REST INDUSTRY SUPERANNUATION	Superannuation contributions	M		363.45
DD15598.4	23/09/2025	THE RL & JMA RYAN SUPERANNUATION FUND	Superannuation contributions	M		1,192.20
DD15598.5	23/09/2025	AUSTRALIAN RETIREMENT TRUST (SUPER SAVINGS)	Superannuation contributions	M		838.92
DD15598.6	23/09/2025	EXPAND EXTRA SUPER	Superannuation contributions	M		571.07
DD15598.7	23/09/2025	AUSTRALIAN SUPER	Superannuation contributions	M		4,356.03

**Shire of Perenjori
Local Government Act 1995
Accounts for Payment for Month Ended 30th September 2025**

Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
DD15598.8	23/09/2025	MERCER SUPER TRUST	Superannuation contributions	M		714.95
DD15598.9	23/09/2025	HOST PLUS SUPER	Superannuation contributions	M		422.53
DD15600.1	22/09/2025	NAB CREDIT CARD	Credit Card purchases 30/07/25-28/08/25	M		7,780.77
DD15600.2	24/09/2025	SYNERGY	Electricity usage 25/07/25-24/08/25 - Streetlights	M		1,875.61
DD15588.10	09/09/2025	AMP SUPER FUND	Superannuation contributions	M		344.01
DD15598.10	23/09/2025	AMP SUPER FUND	Superannuation contributions	M		344.01
			TOTAL			662,039.51



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)



#2005
 SHIRE OF PERENJORI
 PO BOX 22
 PERENJORI WA 6620

Statement Period 29 August 2025 to 29 September 2025
 Company Account No: 4336 8799 1062 5536
 Facility Limit: \$22,000

Your Account Summary

Balance from previous statement	\$7,780.77 DR
Payments and other credits	\$7,780.77 CR
Purchases, cash advances and other debits	\$7,580.03 DR
Interest and other charges	\$0.00
Closing Balance	\$7,580.03 DR

Monthly payment - due by **24 October 2025** \$189.50
Total minimum payment \$189.50

**YOUR DIRECT DEBIT PAYMENT OF \$7,580.03 WILL BE
 CHARGED TO ACCOUNT 000086643- 0000975069649 ON
 24/10/2025 AS PER OUR AGREEMENT.**

see reverse for transaction details



0079145 2724336879910625536 / E-52005 S-86618 F-173235

Transaction record for: Billing account

Date	Amount A\$	Details	Reference
22 Sep 2025	\$7,780.77 CR	DIRECT DEBIT PAYMENT	74336875262
Total for this Period:	\$7,780.77 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)



Billor 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)
4336-8757-3662-2061	MS NOLA LEANNE COMER	\$5,000	\$0.00	\$4,630.27	\$0.00	\$4,630.27
4336-8757-3662-3853	RICHARD LAWRENCE RYA	\$2,000	\$0.00	\$1,874.59	\$0.00	\$1,874.59
4336-8757-3670-8001	MR CLINTON PETER STR	\$15,000	\$0.00	\$1,075.17	\$0.00	\$1,075.17
4336-8799-1062-5536	BILLING ACCOUNT	\$0	\$7,780.77 CR	\$0.00	\$0.00	\$7,780.77 CR
			\$7,780.77 CR	\$7,580.03 DR	\$0.00	\$200.74 CR

Transaction type

Purchase

Annual percentage rate

13.250%

Daily percentage rate

0.03630%



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 August 2025 to 29 September 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
2 Sep 2025	\$68.55	BP MUCHEA 9964 MUCHEA					01204075281
2 Sep 2025	\$174.95	OFFICEWORKS Bentleigh Eas					74039195244
3 Sep 2025	\$90.00	Garmin Eastern Creek					74071915244
4 Sep 2025	\$32.41	IGA PERENJORI PERENJORI					74564455246
5 Sep 2025	\$1.49	APPLE.COM/BILL SYDNEY					74564455247
5 Sep 2025	\$75.00	KMART Mulgrave					74039195247
12 Sep 2025	\$39.00	KMART 1287 GERALDTON					74363965254
15 Sep 2025	\$119.00	STARLINK INTERNET Sydney					74773885256
17 Sep 2025	\$40.97	IGA PERENJORI PERENJORI					74564455259
17 Sep 2025	\$154.95	SP THE HAMPER CO GERAL GERALDTON					74201335259
17 Sep 2025	\$128.00	SQ *PJ COLLECTIVE Perenjori					74064145259
19 Sep 2025	\$231.20	KEELERHARDWARE.COM.AU NORTH WILLOUG					74201335261
22 Sep 2025	\$417.00	STARLINK INTERNET Sydney					74773885263
23 Sep 2025	\$59.00	BATHROOM SALES DIRECT MERRYLANDS					74201335265
24 Sep 2025	\$29.98	IGA PERENJORI PERENJORI					74564455266
25 Sep 2025	\$114.51	IGA PERENJORI PERENJORI					74564455267

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Transaction record for: MS NOLA LEANNE COMERFORD (continued)

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
26 Sep 2025	\$2,203.77	SQ *PR POWER PTY LTD 1800595310					74064145268
26 Sep 2025	\$426.00	DEPT OF JUSTICE-CTG PA PERTH					74940525267
26 Sep 2025	\$120.50	DEPT OF JUSTICE-CTG PA PERTH					74940525267
29 Sep 2025	\$103.99	THE PERENJORI HOTEL PERENJORI					74564725269
Total for this period	\$4,630.27	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
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 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 August 2025 to 29 September 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
1 Sep 2025	\$152.40	SQ *RED EMU MOTEL Perenjori					74064145243
2 Sep 2025	\$43.50	IGA PERENJORI PERENJORI					74564455244
3 Sep 2025	\$49.40	J'S HARDWARE & GIFTS Perenjori					74249235245
3 Sep 2025	\$24.78	PERENJORI ROADHOUSE PERENJORI					74742725244
3 Sep 2025	\$20.60	THE PERENJORI HOTEL PERENJORI					74564725245
3 Sep 2025	\$19.30	IGA PERENJORI PERENJORI					74564455245
3 Sep 2025	\$152.40	SQ *RED EMU MOTEL Perenjori					74064145245
3 Sep 2025	\$152.40	SQ *RED EMU MOTEL Perenjori					74064145245
3 Sep 2025	\$152.40	SQ *RED EMU MOTEL Perenjori					74064145245
3 Sep 2025	\$152.40	SQ *RED EMU MOTEL Perenjori					74064145245
4 Sep 2025	\$47.68	PERENJORI ROADHOUSE PERENJORI					74742725245
4 Sep 2025	\$20.60	THE PERENJORI HOTEL PERENJORI					74564725246
4 Sep 2025	\$51.59	IGA PERENJORI PERENJORI					74564455246
5 Sep 2025	\$39.14	THE PERENJORI HOTEL PERENJORI					74564725247
5 Sep 2025	\$16.70	IGA PERENJORI PERENJORI					74564455247
8 Sep 2025	\$39.14	THE PERENJORI HOTEL PERENJORI					74564725248
18 Sep 2025	\$14.00	SQ *DAPHNE'S TIMELESS TREPerenjori					74064145260

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Transaction record for: RICHARD LAWRENCE RYAN (continued)

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
22 Sep 2025	\$355.30	CHUBB FIRE & SECURITY RYDALMERE					74564725262
23 Sep 2025	\$44.00	YALGOO MOTOR HOTEL YALGOO					74249235265
23 Sep 2025	\$280.00	Shire of Yalgoo Carav YALGOO					74249235265
24 Sep 2025	\$46.86	BUNNINGS 308000 GERALDTON					74940525265
Total for this period	\$1,874.59	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
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 Fax 1300 363 658
 Lost & Stolen Cards: 1800 033 103 (24 hours, 7 days a week)

Cardholder Details

Cardholder Name: MR CLINTON PETER STRUGNELL
 Account No: 4336 8757 3670 8001
 Statement Period: 29 August 2025 to 29 September 2025
 Cardholder Limit: \$15,000

Transaction record for: MR CLINTON PETER STRUGNELL

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
8 Sep 2025	\$333.30	MELBOURNE BARBEQUE CEN MITCHAM	-----	-----	-----	-----	74940525247
15 Sep 2025	\$442.42	DIESEL AND INDUSTRIAL WELSH POOL	-----	-----	-----	-----	74742725254
25 Sep 2025	\$72.57	THEMELBOURNEHOTEL-F&B PERTH	-----	-----	-----	-----	24324405266
25 Sep 2025	\$138.04	THEMELBOURNEHOTEL-F&B PERTH	-----	-----	-----	-----	24324405266
26 Sep 2025	\$88.84	CPP CONVENTION CENTRE PERTH	-----	-----	-----	-----	24324405267
Total for this period	\$1,075.17		Totals				

Employee declaration

I verify that the above charges are a true and correct record in accordance with company policy Cardholder signature: _____ Date: _____

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Shire of Perenjori
CREDIT CARD SUMMARY ONLY
NATIONAL AUSTRALIA BANK

Corporate Mastercard - 29 August 2025 to 29 September 2025 - Nola Comerford - MCCS

DATE	DESCRIPTION	ACCOUNT DESCRIPTION	PERSON CONTACTING SELLER	AMOUNT
2/09/2025	BP Muecha	Fuel - 2PJ	MCCS	\$ 68.55
2/09/2025	Office Works	8.8Lt Urn - Community Events	CDO	\$ 174.95
3/09/2025	Garmin	Monthly GPS with SOS Capability for Graders - Lone worker Safety	MIS	\$ 90.00
4/09/2025	IGA Perenjori	Lollies - Admin	MCCS	\$ 32.41
5/09/2025	Apple	iCloud Storage for 0427 731 004	MCCS	\$ 1.49
5/09/2025	Kmart	Towels - Park Home	Team Leader - Cleaners	\$ 75.00
12/09/2025	Kmart	Cushions & side table - Library	MCCS	\$ 39.00
15/09/2025	Starlink	Internet connection - Medical Centre	MCCS	\$ 119.00
17/09/2025	IGA Perenjori	Milk, lollies, party pies, sausage rolls - Morning Tea	CSO	\$ 40.97
17/09/2025	The Hamper Co	Beers & Treats Gourmet Hamper plus freight - Cr Colin Bryant	CSO	\$ 154.95
17/09/2025	PJ Collective	Plant & basket - Farwell Gift for Cr Dael Sparkman	MCCS	\$ 128.00
19/09/2025	Keeler Hardware	Door numbers for C/Park Village	MCCS	\$ 231.20
22/09/2025	Starlink	Internet - C/Park & 2 & 4 John St	MCCS	\$ 417.00
23/09/2025	Bathroom Sales Direct	Replace door lock - PECC	MCCS	\$ 59.00
24/09/2025	IGA Perenjori	Flowers as Farewell Gifts - Cr Sparkman & Bryant	MCCS	\$ 29.98
25/09/2025	IGA Perenjori	Platter foods - September Council Meeting	MCCS	\$ 114.51
26/09/2025	PR Power Pty Ltd	Filter kits & control panel to service/repair Gensets	BMO	\$ 2,203.77
26/09/2025	Dept of Justice	WA Courts - Arrest Warrant Joanne Duthie for 36 Livingstone St	MCCS	\$ 426.00
26/09/2025	Dept of Justice	WA Courts - Lodgement of Notice to Serve Joanne Duthie	MCCS	\$ 120.50
29/09/2025	The Perenjori Hotel	Restock Councillors fridge	CDO	\$ 103.99
MCCS Corporate Credit Card Purchases for 29 August 2025 to 29 September 2025				\$ 4,630.27

Corporate Mastercard - 29 August 2025 to 29 September 2025 - Richard Ryan - CESM

DATE	DESCRIPTION	ACCOUNT DESCRIPTION	PERSON CONTACTING SELLER	AMOUNT
1/09/2025	Red Emu Motel	Accommodation for CESM - Training	CESM	\$ 152.40
2/09/2025	IGA Perenjori	Catering for Training	CESM	\$ 43.50
3/09/2025	J's Hardware & Gifts	Extension lead & jerry can for Training	CESM	\$ 49.40
3/09/2025	Perenjori Roadhouse	Meals	CESM	\$ 24.78
3/09/2025	The Perenjori Hotel	Meals	CESM	\$ 20.60
3/09/2025	IGA Perenjori	Catering for Training	CESM	\$ 19.30
3/09/2025	Red Emu Motel	Accommodation for CESM - Training	CESM	\$ 152.40
3/09/2025	Red Emu Motel	Accommodation for CESM - Training	CESM	\$ 152.40

3/09/2025	Red Emu Motel	Accommodation for CESM - Training	CESM	\$ 152.40
3/09/2025	Red Emu Motel	Accommodation for CESM - Training	CESM	\$ 152.40
4/09/2025	Perenjori Roadhouse	Meals	CESM	\$ 47.68
4/09/2025	The Perenjori Hotel	Meals	CESM	\$ 20.60
4/09/2025	IGA Perenjori	Catering for Training	CESM	\$ 51.59
5/09/2025	The Perenjori Hotel	Meals	CESM	\$ 39.14
5/09/2025	IGA Perenjori	Catering for Training	CESM	\$ 16.70
8/09/2025	The Perenjori Hotel	Meals	CESM	\$ 39.14
18/09/2025	Daphne's Timeless Treats	Meals	CESM	\$ 14.00
22/09/2025	Chubb Fire & Security	Battery including freight	CESM	\$ 355.30
23/09/2025	Yalgoo Motor Hotel	Dinner - CESM visit & training	CESM	\$ 44.00
23/09/2025	Shire of Yalgoo	Accommodation for CESM - Training	CESM	\$ 280.00
24/09/2025	Bunnings	4Lts of Kerosene - Training	CESM	\$ 46.86
CESM Corporate Credit Card Purchases for 29 August 2025 to 29 September 2025				\$ 1,874.59

Corporate Mastercard - 29 August 2025 to 29 September 2025 - Clinton Strugnell - CEO

DATE	DESCRIPTION	ACCOUNT DESCRIPTION	PERSON CONTACTING SELLER	AMOUNT
8/09/2025	Melbourne Barbeque	Gas ignition system & start button assembly to repair C/Park BBQ	BMO	\$ 333.30
15/09/2025	Diesel & Industrial	Parts for Komatsu Grader - PJ1530	Depot Admin	\$ 442.42
25/09/2025	The Melbourne Hotel	Drinks for CEO & Councilors - Conference	CEO	\$ 72.57
25/09/2025	The Melbourne Hotel	Meals for CEO & Councilors - Conference	CEO	\$ 138.04
26/09/2025	CPP Convention Centre	Parking	CEO	\$ 88.84
CESM Corporate Credit Card Purchases for 29 August 2025 to 29 September 2025				\$ 1,075.17

Total Payments of Corporate Credit Card	\$ 7,580.03
--	--------------------

Interest & Other Charges	\$ -
Grand Total	\$ 7,580.03

12.3 10 YEAR BUDGET – SPORTING CLUB INFRASTRUCTURE

Applicant:	Shire of Perenjori
File:	Nil
Date:	23 October 2025
Disclosure of Interest:	Nil
Voting Requirements:	Simple majority
Author:	Clinton Strugnell – Chief Executive Officer
Responsible Officer:	Clinton Strugnell – Chief Executive Officer
Attachments:	Nil

Summary

The purpose of this item is to:

- Seek Council endorsement for the establishing of long-term sporting club infrastructure budget
- Seek Council endorsement for the clubs/ facilities to included
- Agree to defer any decision on matching club funding until the draft budget is complete

Background

Council has indicated through the Chief Executive Officers KPI's the desire to have an increased level of forward planning in relation to the funding of sporting club infrastructure.

At present the funding of sporting clubs is ad hoc and is generally initiated by the club requesting funding support the year prior to the project being delivered. A structured 10-year sporting club infrastructure budget will provide the following advantages:

- Allow Council to forward plan its commitment to sporting clubs
- Ensure that clubs have a clear understanding of when their project is scheduled to be funded
- Ensure that clubs have ample time to arrange their own financial contribution to the project
- Allow staff a longer time to explore external grant funding opportunities

Statutory Environment

Nil

Policy Implications

Nil

Consultation

Adim Hajat – Community Development Officer

Financial Implications

The 10-year Sporting Club Infrastructure Budget will be incorporated into future Shire of Perenjori Budgets.

Strategic Community Plan

Goal 1: An inclusive community and a great place to live for all ages and stages of life

1.1. The community is active and has access to a range of sport and recreation facilities

Officer Comment

The purpose of establishing this budget is to ensure the community has access to good quality and well-maintained sporting club infrastructure. The budget will include:

- Club infrastructure i.e. lights, bowling greens, major equipment, building infrastructure
- Perenjori Latham Sports Clubs – major renovations and fit outs, plant, building extensions
- Sporting club projects that deliver co-location and facility sharing

The budgets will preclude:

- Consumables
- Sporting equipment
- Minor equipment
- Projects that duplicate facilities

It is proposed that the following clubs be consulted and included in the process:

- Latham Sports Club (includes golf and bowls)
- Perenjori Sports Club
- Perenjori Bowls Club
- Perenjori Golf Club
- Perenjori Pistol Club
- Perenjori Netball Club
- Perenjori Hockey Club
- Perenjori / Carnamah Football Club (includes junior football)

The process for preparing the 10 Year Budget is proposed to be:

- Each club will be written to inviting them to submit their requirements over a ten-year period, including a cost estimate and an indication of what resources the Club has to contribute to the project.
- Staff to review club submissions and meet with clubs to clarify if required
- Staff to review project costings and seek quotes where required
- Staff to allocate projects into budget – return to Council for review

Given the timing of commencing this process it is anticipated that a draft of the budget would not be returned to Council until early in 2026.

Council does not have a formal position in relation to what level of contribution should be made by each club towards their project. The most recent project undertaken by the Latham Sports Club to replace their bowling green involved a club contribution of approximately 30% of the total project cost.

At this point in time it is suggested Council defer consideration of this issue until the draft budget is prepared and some consultation has been undertaken with clubs.

OFFICER RECOMMENDATION

Council Resolution Number:

Moved:

Seconded:

That Council:

- 1. Establish a 10 Year Sporting Club Infrastructure Budget.**
- 2. Invite the following clubs to make submission to the draft budget:**
 - Latham Sports Club
 - Perenjori Sports Club
 - Perenjori Bowls Club
 - Perenjori Golf Club
 - Perenjori Pistol Club
 - Perenjori Netball Club
 - Perenjori Hockey Club
 - Perenjori / Carnamah Football Club
- 3. Consider the issue of “club contribution” when the draft budget becomes available.**

Motion put and carried / lost

For:

Against:

[Next Item](#)

13. Community Development and Services:

13.1 TOWNSCAPE COMMITTEE MEETING UPDATES

Applicant:	Shire of Perenjori
File:	ADM 0083
Report Date:	23 October 2025
Disclosure of Interest:	Nil
Voting Requirements:	Simple Majority
Author:	Adim Hajat – Community Development Officer
Responsible Officer:	Clinton Strugnell – Chief Executive Officer
Attachments:	13.1.1 – Unconfirmed Townscape Committee Meeting Minutes 9 October 2025 13.1.2 – Project 3 – Aboriginal Interpretive Space Concept Design 13.1.3 - FLOW Consultant Engineers Quotation 13.1.4 - Townscape Projects 3 Cost Breakdown 2025

Summary

The Perenjori Townscape Committee seeks Council's endorsement of the following items discussed and progressed at the Committee meeting held on Thursday, 9 October 2025:

1. Unconfirmed Meeting Minutes

Endorse the unconfirmed minutes of the Perenjori Townscape Committee meeting held on 9 October 2025.

2. Project 3 – Aboriginal Interpretive Space: New Concept Design

Endorse the updated concept design for the Aboriginal Interpretive Space, which includes minor alterations such as mulching for ground cover, placement of rocks along the drainage bank to create a defined creek bed, and accessibility features.

3. Reallocation of Townscape Budget 2025/26

Approve the reallocation of the existing \$40,000 Townscape budget from:

- \$20,000 – Street Verge Planting
- \$20,000 – Railways Station Improvements

To:

- Project 3 - Aboriginal Interpretive Space
- Project 5 - CBH Timeline Project

4. Pursuit of Additional External Funding

Support the Committee's intention to seek additional funding through external agencies, including but not limited to:

- Gunduwa Regional Conservation Association
- CBH Grassroots Community Fund

These actions will enable the Townscape Committee to progress the prioritised Project 3 – Aboriginal Interpretive Space and Project 5 – CBH Timeline, with a target completion date by the end of the 2025/26 financial year.

Background

Perenjori Townscape Committee Update

At the most recent meeting, the Townscape Committee resolved to prioritise Project 3 – Aboriginal Interpretive Space and Project 5 – CBH Timeline, aiming to finalise both projects by the end of the financial year.

Project 3 – Aboriginal Interpretive Space

Ground works have accelerated in recent months. A latest concept drawing has been developed, outlining:

- Pathways
- Yarning circle position

- Shelter
- Car park
- Creek bed
- Plantings of local flora

The concept has been shared with a local Badimia elder for cultural advice and endorsement from traditional owners. The committee is exploring external funding options, including an application through the Gunduwa Regional Conservation Association.

Project 5 – CBH Timeline

The railway sleepers have been received, donated by Arc Infrastructure. The committee has obtained a quote from an engineer to prepare detailed specifications for:

- Securing the sleepers to the ground
- Planned extensions to the installation

The committee is exploring external funding options, including an application through the CBH Grassroots Community Funding Program.

Statutory Environment

Nil

Policy Implications

Nil

Consultation

Clinton Strugnell – Chief Executive Officer

Nola Comerford – Manager Corporate & Community Services

Marty Noordhof – Manager Infrastructure Services

Robin Spencer – Townscape Committee member

Andrew Fraser – Townscape Committee member

Dael Sparkman – Townscape Committee member

Les Hepworth - Townscape Committee member

Jessica Cole - Townscape Committee member

Tara Bradford - Townscape Committee member

Delys Fraser – Badimia Elder

Financial Implications

Council has allocated \$40,000 in the 2024/25 Annual Budget for Townscape Project Expenses, currently distributed as follows:

- \$20,000 – Street Verge Planting
- \$20,000 – Railway Station Improvements

Following the recent resolution of the Townscape Committee to prioritise Project 3 – Aboriginal Interpretive Space and Project 5 – CBH Timeline, the Committee is requesting Council's approval to reallocate the \$40,000 existing budget to align with these priorities:

- Project 3 – Aboriginal Interpretive Space
- Project 5 – CBH Timeline

To supplement the budget and support the completion of these projects within the financial year, the responsible officer is preparing applications for external funding through:

- Gunduwa Regional Conservation Association, and
- CBH Grassroots Community Funding Program

The Committee is committed to delivering both projects by the end of the 2025/26 financial year, contingent on approval of the budget reallocation and successful acquisition of additional funding.

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.

2.4. Local Aboriginal and non-Aboriginal stories, structures and places of interest are acknowledged, preserved and promoted as appropriate.

2.7 Parks, gardens, street trees and reserves are appropriately managed according to their need and use.

Officer Comment

Given the extensive planning required for various Townscape initiatives, the Townscape Committee has elected to prioritise Project 3 – Aboriginal Interpretive Space and Project 5 – CBH Timeline.

At the Townscape Committee Meeting held on 9 October, members reviewed and discussed the new concept drawing for the Aboriginal Interpretive Space. The Committee acknowledged the importance of meaningful engagement with the Badimia people, recognised as the traditional owners of the Perenjori area, and noted that their input will be essential in shaping the final design and implementation.

The proposed concept drawing for the site includes key features that support accessibility and cultural connection:

- Pathways leading to the Yarning Circle, designed with compacted surfaces to ensure inclusivity and accessibility
- A visitor carpark
- A shelter for the visitors

Prior to the commencement of works, the Committee will notify surrounding property owners about the intended use of the currently vacant lot. To support the implementation of the project, the Committee is seeking assistance from the Shire to undertake the majority of ground works, including tasks such as:

- Stump removal
- Mulching
- General site preparation

Ongoing discussions between the Townscape Committee and the Shire’s Executive Staff will ensure regular updates and collaboration as the project progresses.



Proposed new design and layout of the Aboriginal Interpretive Space located on the corner of Fowler Street and Oversby Road.

Aboriginal Interpretive Space (Project 3)

The concept design for the Aboriginal Interpretive Space has undergone minor additions and alterations. Key updates include:

- Mulching to be added as a ground cover, as well as around the base of the plantings to improve aesthetics and functionality.
- Rocks will be placed along one side of the drainage bank to create a more defined and effective creek bed, enhancing the natural features of the space. Whilst continuing to allow water flow when required.

These additions aim to enrich the space's design and increase accessibility and sustainability.

CBH Timeline (Project 5)

Project 5 has gained significant momentum, thanks to the generous donation of railway sleepers by Arc Infrastructure. A local builder is currently preparing the sleepers for installation.

To ensure the project meets engineering and safety standards, the Committee has appointed FLOW Consultant Engineers to undertake the following key tasks:

- Design the appropriate concrete footing size for each sleeper to ensure stability.
- Design a durable stainless steel connection stirrup to mount each sleeper securely to the concrete footing (above ground).
- Design a splice plate to join sleepers lengthwise, enabling longer lengths to be achieved as needed for the project.

All engineering drawings and specifications will comply with Australian design standards, and the final plans will be submitted to Council for approval.

The Committee has also discussed the plaque design for the CBH Timeline. The following steps have been proposed:

- Examples of plaque designs will be sourced, including options for size, font sizes, and material. These will be presented to the Committee for approval.
- It was noted that additional blank plaques should be ordered to accommodate future installations.

OFFICER RECOMMENDATION

Council Resolution Number:

Moved:

Seconded:

That Council:

1. **Receives the unconfirmed Perenjori Townscape Committee Meeting Minutes held on Thursday 9 October 2025.**
2. **Endorses Project 3 – Aboriginal Interpretive Space’s concept design which was tabled at the Perenjori Townscape Committee meeting held on 9 October 2025.**
3. **Approves the reallocation of the Townscape budget 2025/26 to the following projects:**
 - \$40,000 towards Project 3 – Aboriginal Interpretive Space and;
 - Project 5 – CBH Timeline.
4. **Endorses progression to seek additional funding for Projects 3 & 5 through Gunduwa Regional Conservation Association and CBH Grassroots Funding Program.**

Motion put and carried / lost

For:

Against:

[Next Item](#)



Perenjori Townscape Committee

MEETING MINUTES

Held on Thursday 9 October 2025 commencing at 10am
Perenjori CRC Meeting Room

The meeting was opened at 10.04am.

1. Present

Andrew Fraser
Jesse Cole
Robin Spencer
Dale Sparkman
Les Hepworth
Tara Bradford
Nola Comerford

Manager Corporate & Community Services

2. Apologies

Delys Fraser

3. Adoption of previous Townscape Committee Meeting held on the 25 March 2025.

- Project 9 – Mural on the Pavilion Wall will be on hold, revisit the design works and investigate other local mural artists.
- Les Hepworth mentioned that the budgets costings on all of the projects in the Townscape Plan are quite high.

Dael Sparkman moved
Tara Bradford seconded
Carried

4. Review of Townscape Projects

a. Project 3 – Aboriginal Interpretive Space

- A concept drawing of the space is tabled for discussion. Designed by committee member Robin. The design has been discussed with the CEO and Manager Infrastructure Services from the Shire.

- Next year in 2026 to be approved by the Shire.
- Main pathways and plantings will come in later.
- Badimia to be informed and concept design of the Space approved by the elders.
- Andrew to provide us with advice on the plantings via consulting with the Badimia elders.
- Provide the map to Aunty Delys to get her feedback on the types of bush tucker plants. Seek endorsement from Aunty Delys.
- Bush tucker like Maroon Bushes could be included.
- Wording needs to be confirmed and certain species of flora.
- Samphire bush – endemic to the Perenjori area.
- Quandong plants and host plantings.
- Plantings questions – do we need to take out the existing plants at the current site?
- Include ground covers around the large rocks.
- MIS to investigate the extra shelter with seating structure to be installed for the site. The additional shelter was purchased for the village green and placed in storage.
- Introduce single benches. Utilising western power poles as a construction material.
- All natural structures not artificial that blends with the rest of the site.
- Concrete pad to be removed. Will discuss this with the Shire.
- Coarse gravel and levelled for pathways and public access areas.
- April 2026 to commence the works. Already too late in the year to commence.
- Tidy up the area including removal of dead branches on the existing trees.
- Old tree stumps to be removed by the Shire.
- More planting along the side of Gary and Leah's boundary fence.
- Provide a letter to Gary and Leah informing them of the plans for the space and the timeline of works.
- The waterway – natural drainage and cleaned by the Shire crew. Rocks on one side of the bank.
- Plant hedges to mark the car park area. Rocks would also be a good natural bollard for the area. Crushed and compacted gravel for the pathway and carpark area. Provide easier access for people with accessibility issues to navigate the space.
- Signage was discussed to be confirmed on which street to be placed.
- Plantings of acacias along the boundary fence of Gary and Leah's property.
- The proposed shelter will be small and will not be intrusive. Similar dimensions of the one located at the Village Green on Fowler Street.

- Provide the map to Council for endorsement. To be taken to the October Meeting.
 - Mulching to be included as ground cover and around the base of the plantings.
 - Investigate mulch services in Dongara.
 - Shire to do the ground works.
- Input from our local Badimia elders in terms of plantings.
 - Seeking funding through Gunduwa Regional Corporation Association.
 - The funding application will be highlighting the following:
 - Who would be involved in the project (Key personnel and organisations include Perenjori Primary School, NAAC and the Shire).
 - Engagement/Consultation with Traditional Owners. The project will seek the endorsement of the Badimia elders in Perenjori.
 - How the project aligns with the GRCA Mission and Priority Conservation Targets. Section 4 Indigenous Cultural Heritage Values the project highlights the importance of the Indigenous culture and shares the traditional ecological knowledge.
 - How the project will benefit biodiversity conservation and sustainability in the Gunduwa region. The project supports and fosters key community groups in particular the local school through education and cross generational knowledge.

b. CBH Timelines

- Quotation received from FLOW Consulting Engineers to supply drawings and specifications to meet Australian Standards for the installation of the sleepers.
 - Sleepers have been provided by ARC. The local carpenter.
 - Engineering drawings and specifications to be provided to the committee ASAP.
 - Plaque position – tonnage of grain for year. Rainfall to be included. Weatherproof materials used.
 - Along the pathway and curing it with the path as people walk through the area.
 - Shire to dig the trenches. Local residents to install the sleepers.
 - Currently there are 84 posts to be placed.
 - Plaque to be investigated. Various sizes and font. different materials. Order more for the following years for consistency.
- The next round of CBH Grassroots Funding opens in February 2026. An application will be submitted once the engineering specifications have been received. The previous CBH funding submitted in 2022 but was never executed.
 - The invoice was never processed, and the funding was not received.

- Approach CRC to apply on behalf of the Townscape Committee.

5. General Business

- Andrew Fraser – nil
- Les Hepworth – nil
- Nola Comerford – nil
- Jessica Cole – nil
- Dael Sparkman – nil
- Tara Bradford – nil
- Robin Spencer - nil

6. Next Meeting

- Scheduled for Tuesday 18 Nov 2025 at 10.00am at the Perenjori CRC.

7. Closure

- The meeting was closed at 11.17am

Interpretive Botanical/Bush Tucker Garden



-  Paths
-  Saltbush hedge
-  Yarning Circle
-  Rocky waterway
-  Native plants
-  Car park
-  Shade/seating

Shire Costings

Tree stumps—remove

Cracker Dust pathways and yarning circle centre

Grader rip line for salt bush hedge

Shade and bench seating—same as in Village Green (maybe unused one in need of repair can be used?)

Mulch area around plants

Car park area and bollards.

Rocks along waterway (Terra mining?)

Plants (April/May 2026)

Gunduwa funding for bush tucker and native plants. Signage and plant used for.

Salt bush tray donated by Robin

Reticulated and watered for 1st year, maybe 2 depending on winter rains.



ACN: 658 297 851 ABN: 13 658 297 851
158 Chapman Rd, Beresford WA 6530
PO Box 918 Geraldton WA 6531
Phone: (08) 9964 5459
Email: Lester@fcewa.com

2 July 2025

Shire of Perenjori

Job No: FCE P 299
Your ref:

Dear Adim

Project: Townscape Sculpture Project

Quotation

Thanks for your email. Yes we see your vision for this installation. We have some ideas which will help you. We would see our work including:

1. Design appropriate concrete footing size for each sleeper
2. Design a durable connection stirrup from stainless steel to mount each sleeper to the concrete footing (above ground)
3. Design a splice plate that looks suitable to join sleepers lengthways to get longer lengths if you intend using recycled sleepers

Cost of engineering drawings and specifications to meet Australian design standards \$2500 (GST Excl).

We will need a plan of the installation showing the geometry and materials intended for use. If you require any further information, please contact Mr Lester Smith on 99 64 5459.

Yours faithfully

A handwritten signature in black ink, appearing to read "Lester Smith", written over a light blue horizontal line.

Lester Smith
Manager Engineering Services

Townscape Project Cost Breakdown

Item	Unit	Qty	Cost
Stump Grinding (Treetech)	\$400.00	4	\$1,600.00
Mulch (Natural Mulch)	\$120.00	20	\$2,400.00
Cracker (incl delivery)	\$50.00	51	\$2,550.00
Grader	\$230.00	1	\$230.00
Painting of seating (2 Pac Epoxy)	\$2,000.00	1	\$2,000.00
Install seating (Chippy/Ian Spencer)	\$85.00	20	\$1,700.00
Build carpark (Shire labour)	\$83.00	24	\$1,992.00
Bollards(incl freight and concrete)	\$126.00	30	\$3,780.00
Ad Hoc shire labour	\$83.00	20	\$1,660.00

Total: \$17,912.00

13.2 WHEATBELT VET SERVICES – USE OF PERENJORI MASONIC LODGE

Applicant:	Shire of Perenjori
File:	Nil
Date:	23 October 2025
Disclosure of Interest:	
Voting Requirements:	Simple Majority
Author:	Clinton Strugnell – Chief Executive Officer
Responsible Officer:	Clinton Strugnell – Chief Executive Officer
Attachments:	Nil

Summary

The purpose of this item is to seek Council support for Wheatbelt Vet Services to conduct periodic clinics from the Perenjori Masonic Lodge.

Background

Wheatbelt Vet Services are a Wongan Hills based business that have been providing veterinary clinics in Perenjori for approximately 18 months. The clinics have been conducted from the old Pony Club building in the recreation precinct. Approximately 8-10 clinics are conducted per year, and they are a valuable service to the community.

Wheatbelt Vet Services have approached staff to request if an alternate location for their service would be available as the Pony Club building has no air-conditioning and delivering clinics in the summer months is challenging.

Staff have assessed several Shire owned buildings to determine their suitability and availability and established that the Masonic Lodge satisfies both criteria. The Lodge is currently used by the Perenjori Polices – Blue Light program which includes school holiday activities and after school activities.

Discussions have been held with OIC Brenton Uphill regarding sharing the facility and he is very supportive of the proposal and does not believe it will have any impact on their programs. Wheatbelt Vet Services conduct clinics for approximately 5 hours and will not leave any equipment or belongings in the building.

Statutory Environment

Nil

Policy Implications

Nil

Consultation

OIC Perenjori Police – Brenton Uphill
Wheatbelt Vet Services

Financial Implications

The Shire of Perenjori meets the cost of utilities for the Lodge.

The Lodge does not have a prescribed rental in the Shire of Perenjori – Schedule of Fees and Charges and it is recommended that no fee be charged in this instance.

Strategic Community Plan

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

Officer Comment

The Blue Light Program and the Wheatbelt Vet both offer important services to the community. Given the infrequency that each service will use the Lodge they will be able to share the building without impacting each other's services.

Wheatbelt Vet Services advertises its clinic dates 12 months in advance and it is intended that the Police will be consulted prior to setting these dates.

OFFICER RECOMMENDATION

Council Resolution Number:

Moved:

Seconded:

That Council agrees to the Wheatbelt Vet Services use of the Perenjori Masonic Lodge, free of charge, on the basis that the service has no impact on the Blue Light Youth Program delivered by the Perenjori Police.

Motion put and carried / lost

For:

Against:

[Next Item](#)

13.3 QUARTERLY REPORT – COUNCIL PLAN

Applicant:	Shire of Perenjori
File:	ADM0618
Date:	23 October 2025
Disclosure of Interest:	
Voting Requirements:	Simple Majority
Author:	Nola Comerford – Manager Corporate and Community Services
Responsible Officer:	Clinton Strugnell – Chief Executive Officer
Attachments:	13.3.1 Quarterly Report – Council Plan

Summary

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

Background

Council reviewed the Strategic Community Plan and Corporate Business Plan (Council Plan) at the June 2025 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

Clinton Strugnell – Chief Executive Officer
Marty Noordhof – Manager Infrastructure Services
Ally Bryant – Finance Manager
Adim Hajat – Community Development Officer

Financial Implications

The cost of projects and actions contained within the Quarterly Report are as per the Annual Budget 2025/26.

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

OFFICER RECOMMENDATION

Council Resolution Number:

Moved:

Seconded:

That Council receives the achievements against the actions in the Quarterly Council Plan for the period ending 30 September 2025.

Motion put and carried / lost

For:

Against:

[Next Item](#)



Perenjori
Embrace Opportunity

QUARTERLY REPORT

JULY-SEPTEMBER 2025



Our Highlights this Quarter

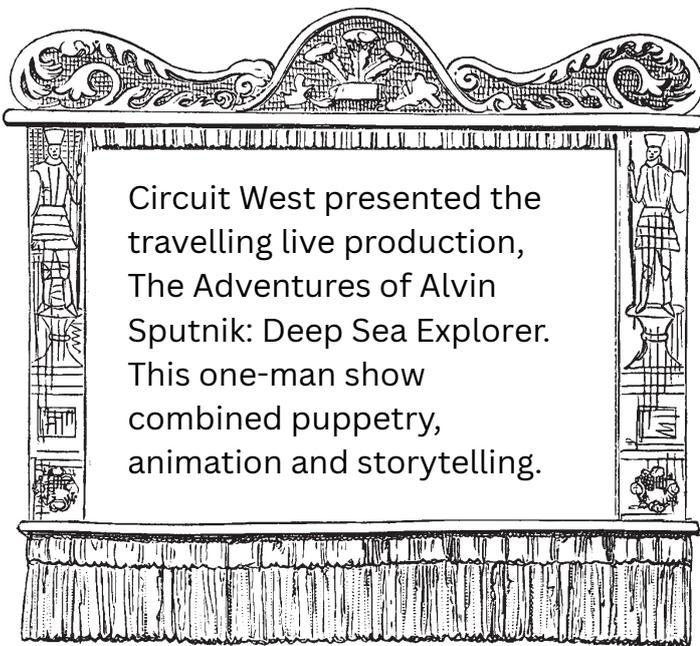
Perenjori Ag Show

A social highlight of the year, the Shire of Perenjori is a Gold Sponsor of the event and also provides in-kind assistance in the following:

- Setting and packing up
- Accommodation
- Additional cleaning
- Use and delivery of tables, chairs etc.
- Waived facility hire fees



Supported by funding from local businesses, Independent Rural, Kings WA and Terra Mining, a Stargazing event was held at the Perenjori Caravan Park. Startrack's Astro Events provided telescopes and a presentation an audience of 50 Astro enthusiasts.



Festival of Small Halls

Sponsored by Vault Minerals, this event showcased two talented musical artists in the Perenjori Town Hall.





Performance against the 2023-2033 Council Plan

STRATEGIC DIRECTION for the Shire of Perenjori

The strategic direction for the plan is driven by the community. It covers the things that the Shire is directly responsible for, as well as things that others are responsible for (such as Federal or State Government, industry, or other stakeholders).



VISION

Our community is strong and growing.

We create our own future with imagination and energy.

We are proud of this place we call home and welcome visitors to share in its outstanding natural beauty.



Other Progress



Goal 1 - Social

An inclusive community and a great place to live for all ages and stages of life.

Strategic Objectives

The community is active and has access to a range of sport and recreation facilities.

- Free use of Gym for community members.
- Ongoing maintenance of sports oval and hockey field for winter sports season.
- Commencement of upgrades to the Perenjori Pavilion.
- Financial support for junior football club in provision of new goal posts.
- Festival of Small Halls live music event held in the Perenjori Hall.
- An Astrotourism event was held at the Perenjori Caravan Park including access to telescopes and an informative presentation on the night sky.
- In-kind and financial support for the Perenjori Agricultural Show.

Community life is enhanced and nurtured with well supported clubs, community groups, and essential volunteer-based services.

- Employee support for St John Ambulance volunteer response.
- A Farm Art competition held as part of the Agricultural Show.

The community is accessible for and inclusive of people with disability.

- Disability access audit scheduled.
- Disability Access & Inclusion Plan report submitted to the Department of Communities for endorsement.

Early childhood services are provided in support of workforce participation and educational outcomes.

- Two furnished houses provided for REED staff members.
- Ongoing building and grounds maintenance for early learning centre.
- Book Week visits undertaken with REED and Perenjori Primary School students.
- Regular Storytime reading with early learning centre children.

Young people are engaged in pro-social activity and civic life.

- Perenjori Primary School student leaders invited to attend a Council Meeting.
- Shire support for school holiday event held by Blue Light.
- Council support for young community member attending Youth Parliament program.
- Live stage event, Alvin Sputnik, performed in the Perenjori Hall.

Gaps in medical, allied health services, and other community services are filled where possible to meet the needs of the local population.

- Visiting Physiotherapist located in Council building.
- Visiting Chiropractor located in Council building.
- Ongoing assistance to Perenjori Medical Centre.
- Discussions held with Pharmacist to introduce pharmacy supplies in a Council building.

Goal 1...continued

Strategic Objectives

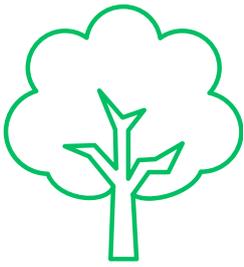
Seniors are valued and supported to age in place.

- Ongoing support for weekly seniors' morning tea at the Lodge.
- Ongoing advocacy for Home and Community Care services.
- Staff invited to present on senior's LIFE program, funded through LG Professionals WA.

Emergency management and associated community liaison and education activities are undertaken to protect the community and minimise harm from disasters.

- Local Emergency Management Committee meetings held quarterly.
- Ongoing Volunteer Bushfire Brigade inductions undertaken to comply with new WHS Act.
- Updates to burning season periods are provided to the public.





Goal 2 - Natural & Built Environment

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

Strategic Objectives

Public health, safety and amenity standards are upheld.

- Provision of housing for two Police officers.
- GPS systems installed in graders to provide lone worker safety.

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

- A buy-back offer has been extended to Lot 160 England Crescent as per Council Budget and Council resolution.
- Monthly EHO visits to the Shire to assist the community in environmental health compliance.
- Construction of a new 3x2 residence in the Perenjori townsite.

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

- Annual housing inspections undertaken by external provider.
- Building maintenance schedule is ongoing.
- Scope of works sourced for relining of Aquatic Centre pool bowl.
- Air-conditioner servicing undertaken for all Council properties.
- Pest control and termite inspections undertaken for all Council properties.
- Bathroom renovations commenced at Latham Community Centre.
- Financial support for Perenjori Sports Club house renovation.

Local Aboriginal and non-Aboriginal stories, structures and places of interest are acknowledged, preserved and promoted as appropriate.

- Meeting held with indigenous representatives and Aboriginal Corporation to determine support for indigenous tourism proposal.
- Townscape planning underway for Indigenous Interpretive site.
- Renovation of Museum ceilings including Shire assistance in relocating contents of the building prior to work commencing.

Waste management services are provided efficiently and sustainably.

- Weekly disposal service with licensed waste provider.
- Regular maintenance at waste disposal sites.
- Budget allocation included in 25/26 Budget for upgrades to the Latham Tip.
- New cell in use at Perenjori Tip.

Roads, footpaths and drainage are appropriately managed according to their need and use.

- Maintenance carried out in line with the sealed roads program.
- Unsealed roads maintained regularly by fleet of graders.
- Regular street sweeping undertaken.
- Scope of works for sealed roads program developed and prepared for tender requests.

Parks, gardens, street trees and reserves are appropriately managed according to their need and use.

- Ongoing weed spraying program throughout townsites.

The provision of cemeteries reflects community needs, heritage values, and a peaceful natural environment.

- Budget provision made for installation of Niche Wall at the Latham Cemetery, and design/planning underway.



Goal 3 - Economic

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

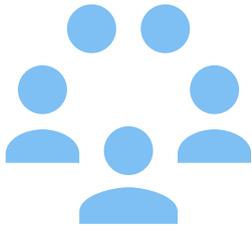
Strategic Objectives

Opportunities are maximised to promote economic growth and local development.

- New supermarket commenced operations on August 6, 2025.
- Partnered with LG Professionals in a local government career campaign initiative.
- Extension to road use agreement for mining corporation.

Visitors are welcomed and well-catered for.

- Promotion of Astrotourism through public events and social media updates.
- An Astrotourism event was held at the Perenjori Caravan Park including access to telescopes and an informative presentation on the night sky.
- Festival of Small Halls live music event held in the Perenjori Hall.



Goal 4 - Governance & Leadership

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

Strategic Objectives

The community is well-informed and engaged.

- Regular social media and website posts of roadworks, events and projects.
- Flyers installed on notice boards throughout town advising of Council happenings, events, projects and general information.
- The Bush Telegraph utilised as an online/hardcopy tool to inform the community.
- Members of the public are able to ask questions on any matter affecting the Shire in time set aside for this purpose at meetings of the Council.

The Shire listens to and works closely with the community and its decision-making is transparent and accountable.

- Council Meeting Agendas and Minutes published on Shire website.

The Shire advocates and partners effectively on behalf of the community.

- Consultation with Cooperative Bulk Handling in regard to upgrades to the Perenjori North Receiving Point.
- Relationship building with mining corporations.

The Shire works proactively with the Traditional Owners regarding sites and other matters of significance to the Badimia people.

- Ongoing consultation and cooperative facilitation of Aboriginal Interpretive site with local Badimia elders.

People receive a high standard of customer service in their dealings with the Shire.

- Staff training schedule implemented to provide best practice delivery to the community.
- Job Descriptions updated as required.
- Annual Performance Reviews undertaken.

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

- Capital works program undertaken in accordance with Council Budget.
- Budget Review conducted in February 2025.
- Compliance Audit Return adopted by Council and submitted to the Department of Local Government, Sport and Culture Industries.
- Plant assets

Capital Expenditure - 2025/26

Job	Description	Budget	Status
HC32	3x2 House - 3 Hirshauer Rd	\$300,000	In progress
I009	Latham Bowls Green	\$128,918	Completed
I008	Latham Refuse Site	\$50,000	Pending
I012	Radio Broadcasting	\$60,000	Pending
I011	Niche Wall Latham Cemetery	\$15,000	Pending
BC29	Supermarket	\$75,275	Completed
LA01	Purchase of Industrial Land	\$20,000	In progress
BC01	Pavilion Upgrade	\$72,500	In progress
CP34	EV Charging Station	\$8500	In progress
BC30	Units 2 & 3 North Rd Renovations	\$40,000	In progress
HC34	11A & 11B Livingstone St Patios	\$14,000	Pending
BC36	Depot Lean-To Shed and Dome Shelter	\$33,000	Pending
BC31	Post Office Mail Room Extension	\$15,000	Pending
BC32	Latham Community Centre Amenities Upgrade	\$70,000	In progress

Capital Expenditure - 2025/26 Cont.

Job	Description	Budget	Status
I015	Water Bore and Tank	\$57,990	In progress
BC33	Disabled Access Pavilion	\$8,000	Pending
BC34	Sports Club House Renovations	\$60,000	In progress
BC35	Gym Access Control System	\$9,000	In progress
I014	Swimming Pool Liner Repaint	\$500,000	Pending
FE10	EPR/Finance System Implementation	\$53,425	In progress
I013	Oval Plumbing and Electrical Upgrades	\$35,000	In progress

Capital Expenditure - 2025/26 Cont.

Road Program

Job	Description	Budget	Status
RRG166	Coorow Latham Rd SLK 5.1-16.31	\$450,000	Pending
RRG049	Syson Rd SLK 0.00-6.00	\$458,752	Scheduled for Dec/Jan
RRG049A	Syson Rd SLK 2.84-4.00	\$427,000	RFT Pending
RRG018	Wanarra Rd SLK 2.82-5.55	\$410,500	RFT Pending
R2R051	Bunjil North East Rd SLK 4.55-9.5	\$275,903	Scheduled for Jan
R2R040	Spencer Rd SLK 33.75-46.28 17.32-21.21	\$375,822	In progress
R2R017	Rabbit Proof Fence Rd SLK 24.23-27.52	\$271,354	In progress
R2R124	Timmings St Reseal	\$14,500	RFT Pending
R2R085	Rayner Rd SLK .39-3.46	\$57,810	Completed
R2R163	England Cres SLK 0.03-0.17	\$14,700	RFT Pending
MWF047	Boundary Rd - Retention	\$7,397	Scheduled for April retention
MWF039	Morawa South Rd - Retention	\$41,779	Scheduled for April retention
FP01	Fowler St Footpath Repairs	\$31,000	Completed
R2R094	Syson/Oversby SLK 33.11-37.16	\$86,932	In progress

Capital Expenditure - 2025/26 Cont.

Plant Replacement Program

Job	Description	Budget	Status
04259	CEO Vehicle	\$65,000	Completed
CP43	Mechanics Truck	\$130,000	RFQ Pending
CP44	Triton Ute single cab	\$35,860	Pending delivery
CP45	Triton ute single cab tipping	\$42,000	Pending delivery
CP46	Ride-on mower	\$22,000	RFQ Pending
CP47	Construction truck	\$130,000	RFQ Pending
CP48	Town tractor mower	\$100,000	Completed
CP49	Tri-axle float refurbish	\$50,000	In progress
CP50	Tandem box trailer	\$5,000	Pending
CP51	Latham Community Bus	\$60,000	Pending
CP52	22-seater bus	\$147,000	Pending delivery
CP53	Depot generator 20Kva	\$15,000	Pending
CP54	Aged Units generator 24Kva	\$24,000	Pending

Major Projects and Capital Works Highlights

IN PROGRESS

Electrical and Plumbing Upgrades Perenjori Oval

Work is underway to replace the leaking waterline and reroute the electrical line to ensure it meets the proper installation depth requirements.



COMPLETE

Supermarket Construction

The Perenjori Supermarket opened for business on Wednesday 6 August, with an official ribbon-cutting ceremony held on Friday 8 August.



14. Infrastructure Services:

14.1 ADVERTISEMENT OF 2025.26 CAPITAL ROAD WORKS REQUEST FOR TENDERS

Applicant:	Shire of Perenjori
File:	ADM 0082
Date:	23 October 2025
Disclosure of Interest:	
Voting Requirements:	Simple Majority
Author:	Marty Noordhof – Manager Infrastructure Services
Responsible Officer:	Clinton Strugnell – Chief Executive Officer
Attachments:	14.1.1 - RFT01-2025.26 Sealed Pavement Repairs and Surface Works 14.1.2 – RFT02-2025.26 Rural Roads Reconstruction 2025-26

Summary

The purpose of this report is to seek Council approval to proceed with the public advertisement of two Requests for Tender (RFTs) for:

1. RFT01-2025.26 Pavement Repairs and Surfacing Works, and
2. Rural Roads Reconstruction 2025-26

As part of the approved 2025–26 Annual Budget, funding has been allocated for the reconstruction and resealing of various roads within the Shire. The scope of works exceeds the tender threshold set under the Local Government (Functions and General) Regulations 1996, requiring a formal tender process to be undertaken.

Statutory Environment

Local Government Act 1995

Local Government (Functions and General) Regulations 1996 – Part 4

Consultation

Clinton Strugnell – Chief Executive Officer
Joshua Kirk – Principal Greenfields Technical Services

Financial Implications

Funding for both projects has been allocated in the 2025–26 Budget under the Capital Works Program.

Strategic Community Plan

2.6. Roads, footpaths and drainage are appropriately managed according to their need and use
4.6. The organisation, assets and finances of the Shire are managed responsibly.

Officer Comment

The two proposed RFTs are as follows:

RFT01-2025.26 Pavement Repairs and Surfacing

This tender will cover general pavement repairs and resurfacing works within the Shire as per attachment one provided.

RFT02-2025.26 Rural Roads Reconstruction Works 2025-26

This tender will cover a more technical scope incorporating full reconstruction of a section of the Coorow Latham Rd and Bunjil Carnamah Rd as outlined in attachment two provided.

The preparation of tender documentation has been completed in accordance with the Local Government Act 1995 and associated regulations. Subject to Council approval, both RFTs will be advertised in accordance with statutory requirements by Public Tender on the 25 October 2025.

OFFICER RECOMMENDATION

Council Resolution Number:

Moved:

Seconded:

That Council:

1. Approves the advertising of the following Requests for Tender:
 - RFT 01-2025: Pavement Repairs and Surfacing Works
 - RFT 02-2025: Rural Roads Reconstruction Works
2. Notes that a further report will be presented to Council upon completion of the evaluation process, seeking approval to award the contracts.

Motion put and carried / lost

For:

Against:

[Next Item](#)



Request for Tender

Request for Tender:	<i>PAVEMENT REPAIRS AND SURFACING WORKS</i>
Deadline:	<i>2PM AWST TUESDAY 11 NOVEMBER 2025</i>
Address for Delivery:	TENDER SUBMISSIONS WILL ONLY BE ACCEPTED VIA EMAIL: tenderbox@greenfieldtech.com.au NO OTHER FORMAT OF SUBMISSION WILL BE ACCEPTED
RFT Number:	RFT01-2025.26

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The information that follows on this page has been prepared to assist tenderers ensure that they have provided all information required. It is the tenderers' sole responsibility to ensure they have read this request thoroughly and provided all information required. Any details requested in this tender request, including the schedules below that are not submitted will affect the score in the relevant assessment criteria. Additionally, a lack of detail in the relevant information for each schedule will also affect the score in the relevant assessment criteria.

PART 6 - TENDERER'S OFFER: *Tenderers must complete and return this Part 6 with their tender submission.*

SCHEDULE 1 – FORMAL OFFER

SCHEDULE 2 – STATEMENT OF CONFORMITY

SCHEDULE 3 – LOCAL PREFERENCE: *Tenderer to nominate whether they are eligible for consideration under the Shire's Local Preference Policy and, if so, why.*

SCHEDULE 4 – REFEREES: *The referees provided must be related to the previous projects listed in Schedule 5.*

SCHEDULE 5 – RELEVANT PAST EXPERIENCE: *Only details of previous projects involving the construction of similar sealed pavement and surfacing works on PUBLIC roads in similar locations should be provided in this schedule. Projects that involve the supply of dry or wet hire to a separate head civil roadworks contractor should be clearly noted separately.*

SCHEDULE 6 – CURRENT PROJECT COMMITMENTS: *Tenderers need to nominate when other projects will be completed and when the tenderer is available to commence work with a full suite of plant and personnel.*

SCHEDULE 7 – KEY PERSONNEL: *The specific details for the key personnel involved in completing the work should be provided along with a high-level summary of their experience in similar work.*

SCHEDULE 8 – INSURANCES: *The relevant insurance information needs to be provided in this schedule. A failure to supply current insurance details in this schedule will mean the tender will be deemed non-conforming and not accepted for assessment.*

SCHEDULE 9 – NOMINATED SUBCONTRACTORS: *Any subcontractors that the tenderer proposes to use must be nominated in this schedule.*

1 GENERAL INFORMATION FOR TENDERERS

1.1 General

This PART 1 provides Tenderers with a brief description of the services required and a background to the Tender process. If there is any conflict between it and the detailed Specifications in the later Sections of these documents, the requirements in the later Sections shall have precedence.

This Request for Tender is comprised of the following parts:

- Part 1 – General Information for Tenderers (read and keep this part)
- Part 2 – Conditions of Tendering (read and keep this part)
- Part 3 – Instrument of Agreement (read and keep this part)
- Part 4 – General Conditions of Contract (read and keep this part)
- Part 5 – Special Conditions of Contract (read and keep this part)
- **Part 6 – Tenderer’s Offer and Responses (complete and return this part)**
- **Part 7 – Tender Response Schedules (complete and return this part including all schedules)**
- Part A1 – A4 – Appendices (read and keep these parts)

Separate Documents

- Addenda and any other special correspondence issued to Tenderers by the Principal.
- Any other policy or document referred to but not attached to the Request

1.2 Contract Requirements in Brief

Suitably resourced, skilled and experienced contractors are invited to submit a tender to complete various pavement and surfacing works within the Shire. The scope includes:

- Provision of all traffic management
- Repairs of pavement deformations, potholes and surfacing defects
- Supply, spray and cover of bitumen resealing including seal design and the supply of all materials
- **PROV ITEM: supply and lay of asphalt surfacing including mix design (Coorow Latham Rd / Britt St intersection)**

1.3 Contract Objectives

The Objectives of the Contract include the following:

- To complete the scope of work in accordance with the project specifications.
- To undertake the works in a safe, cost-effective and efficient manner to achieve an acceptable standard of performance in accordance with industry standards and standards required by this specification.
- To maintain regular and effective communication between the Contractor, Superintendent and Principal to ensure a high quality and standard of all works required under the contract.
- To ensure compliance with all Shire of Perenjori's purchasing and procurement policies as well as the Shire's Disability Access Inclusion Plan. Refer to the Shire's website for further information.

1.4 Definitions

Below is a summary of some of the important defined terms used in this Request:

Attachments:	The documents you attach as part of your Tender.
Contractor:	Means the person or persons, corporation or corporations whose Tender is accepted by the Principal, including the executors or administrators, successors and assignments of such person or persons, corporation or corporations.
Deadline:	The deadline for lodgement of your Tender as detailed on the front cover of this Request.
General Conditions of Contract:	Means the Australian Standard AS 2124-1992: General Conditions of Contract as detailed in Part 4.
Offer:	Your offer to complete the Works in accordance with the Contract.
Principal:	Shire of Principal
Request OR RFT OR Request for Tender:	This document.
Selection Criteria:	The Criteria used by the Principal in evaluating your Tender.

Part 1 READ AND KEEP THIS PART

Specification:	The specification nominated in Appendix 1 and any subsequent changes approved by the Superintendent.
Superintendent:	TBA
Tender:	Completed Offer form, Response to the Selection Criteria and Attachments.
Tenderer:	Someone who has or intends to submit an Offer to the Principal.
Works or Services:	Means the whole of the Works to be executed in accordance with the Contract, including approved variations, which by the Contract is to be handed over to the Principal.

1.5 Scope of Work

The Shire's 2025-26 sealed pavement renewal program involves various works across specific roads. The specific details are provided in the pricing schedule, specifications and contract drawings.

In general the work comprises:

- Coorow Latham Rd
 - SIk 15.10 – 15.17 and SIk 16.15 – 16.31
 - Design, supply, spray, and cover a 10mm C170 bitumen reseal over the full extent of the road segments
 - SIk 17.75 – 18.17
 - Milling out various potholes and pavement deformations (totalling approx. 70m²) and applying an asphalt patch that ties into the existing levels and profile of the adjacent surfacing.
 - Depending on budget either:
 - **PROV ITEM: Design, supply, spray, and cover a 14mm PMB bitumen reseal over the full extent of the road segment (excluding the asphalt patches), OR**
 - **Applying a 40mm thick dense grade asphalt surfacing layer at the Coorow Latham Rd / Britt St intersection**

(excluding those areas that have been milled out and asphalt surfacing applied as noted above), and

- PROV ITEM: Design, supply, spray, and cover a 14mm PMB bitumen reseal over the remainder of the area excluding the asphalt intersection and asphalt patch areas
- England Cr Slk 0.03 – 0.17
 - Milling out various potholes and pavement deformations (totalling approx. 10m²) and applying an asphalt patch that ties into the existing levels and profile of the adjacent surfacing.
 - Design, supply, spray, and cover a 10mm C170 bitumen reseal over the full extent of the road segment (excluding the asphalt patches)
- Syson Rd Slk 2.82 – 4.02
 - Milling out various potholes and pavement deformations (totalling approx. 570m²) and applying an asphalt patch that ties into the existing levels and profile of the adjacent surfacing.
 - Design, supply, spray, and cover a 14mm PMB bitumen reseal over the full extent of the road segment (excluding the asphalt patches)
- Timmings St Slk 0.25 – 0.34 and Slk 0.35 – 0.50
 - Design, supply, spray, and cover a 10mm C170 bitumen reseal over the full extent of the road segment
- Wanarra Rd Slk 2.68 – 5.50
 - Milling out various potholes and pavement deformations (totalling approx. 105m²) and applying an asphalt patch that ties into the existing levels and profile of the adjacent surfacing.
 - Design, supply, spray, and cover a 14mm C170 bitumen reseal over the full extent of the road segment (excluding the asphalt patches)
- Wanarra Rd approx. Slk 4.29 – 4.41 (Parking Bay)
 - Milling out various potholes and pavement deformations (totalling approx. 30m²) and applying an asphalt patch that ties into the existing levels and profile of the adjacent surfacing.

Part 1 READ AND KEEP THIS PART

- Design, supply, spray, and cover a 14mm C170 bitumen reseal over the full extent of the road segment (excluding the asphalt patches)

Whilst the Shire aims to complete all work described above, the Shire may need to vary the scope to accommodate the available budget at its absolute discretion without penalty.

2 CONDITIONS OF TENDERING

The applicable General Conditions of Contract, as referred to in this Request, are contained in Section 3. Tenderers are to ensure they have read and understood the General Conditions of Contract and shall include in their tendered price the cost of complying with the General Conditions of Contract.

2.1 How to Prepare Your Tender

- a) Carefully read all parts of this document
- b) Ensure you understand the Requirements
- c) Complete and return the Offer (Part 6) and Schedules (Part 7) in all respects and include all Attachments
- d) Make sure you have signed the Offer form and responded to all the Selection Criteria
- e) Lodge your Tender before the Deadline

2.2 Contact Persons

All clarifications and queries must be lodged via Tenderlink.

2.3 Tender Briefing / Site Inspection

The Principal does not intend to conduct a tender briefing / site inspection. The Principal strongly recommends that prospective tenderers make themselves aware of the Shire and its environment prior to submitting a tender.

2.4 Lodgement of Tenders and Delivery Method

The tender must be lodged by the Deadline.

The Deadline for this request is **2.00PM TUESDAY 11 NOVEMBER 2025.**

Tenderers shall address and clearly label their tender submission as **Shire of Perenjori – RFT01-2025.26 PAVEMENT REPAIRS AND SURFACING WORKS**

All tenders must be submitted prior to the deadline via email:

tenderbox@greenfieldtech.com.au

NO OTHER FORMAT OF SUBMISSION WILL BE ACCEPTED.

It is the tenderer's responsibility to ensure timely and complete delivery of any submission document. Tenders will not be accepted after the nominated closing date and time, or a revised closing date and time notified in writing to all Tenderers.

2.5 Rejection of Tenders

A Tender will be rejected without consideration of its merits in the event that it is not submitted before the Deadline and may be rejected without consideration of its merits in the event that:

- a) It is not submitted at the place specified in the Request; or
- b) It fails to comply with any other requirements of the Request.

2.6 Late Tenders

Tenders received after the Deadline will not be accepted for evaluation.

2.7 Acceptance of Tenders

Unless otherwise stated in this Request, Tenders may be for all or part of the Requirements and may be accepted by the Principal either wholly or in part. The Principal is not bound to accept the lowest Tender and may reject any or all Tenders submitted.

2.8 Customs Duty

The Tenderer shall allow for any customs duty and premise applicable to all imported materials, plant and equipment required in connection with the works in its Tender.

2.9 Site Allowances

This contract is not subject to adjustment for Site allowances.

2.10 Disclosure of Contract Information

Documents and other information relevant to the contract may be disclosed when required by law under the *Freedom of Information Act 1992* or under a Court order.

All Tenderers will be given the particulars of the successful Tenderer (s) or be advised that no Tender was accepted.

2.11 Tender Validity Period

All Tenders will remain valid and open for acceptance for a minimum period of ninety (90) days from the Deadline or forty-five (45) days from the Principal's resolution for determining the Tender, whichever is the later unless extended on mutual agreement between the Principal and the Tenderer in writing.

2.12 Precedence of Documents

In the event of there being any conflict or inconsistency between the terms and conditions in this Request and those in the General Conditions of Contract, the terms and conditions appearing in this Request will have precedence.

2.13 Discrepancies, Errors and Emissions

Should Tenderers find:

- any discrepancy, error or omissions in the Tender Documents; or
- the Tender documents are at variance with laws, ordinance, rules and regulations bearing on the conduct of the work;

they shall notify the Contact Person promptly in writing thereof, before the Deadline.

Any work performed contrary to such laws, ordinances, rules and regulations will not be accepted.

2.14 Statutory Requirements

Tenderers shall make allowance to provide evidence that the work to be undertaken or completed or in progress satisfies all relevant statutory requirements. All materials, equipment, and work methods proposed by the Tenderer shall comply with the Work Health and Safety requirements presently in force within Western Australia.

2.15 Conformity of Tenders

Tenderers shall submit a Conforming Tender fully in accordance with the Tender Documents.

In addition to a Conforming Tender, a Tenderer may submit one or more Alternative / Non-Conforming Tenders, except for those parts of the Works where it is stated in the Documents that alternatives will not be considered.

Any tender submission made subject to conditions/clarifications/critical assumptions that modify/change/alter any of the following:

- General Conditions of Contract
- Special Conditions of Contract
- Contract Specifications and/or Drawings

will be considered an Alternative / Non-Conforming Tender, regardless of whether it is marked Alternative Tender or not.

For an Alternative/Non-Conforming Tender to be considered, it must be accompanied by a Conforming tender submission that fully addresses all the requirements of the RFT.

Any Alternative/Non-Conforming Tender submission that is submitted without a fully Conforming tender submission may be rejected.

The Principal may, in its absolute discretion, reject any Alternative/Non-Conforming Tender as invalid.

Alternative/Non-Conforming Tenders must offer a significant advantage to the Principal over conforming tenders, if they are to be considered by the Principal.

2.16 Tenderers to Inform Themselves

Tenderers will be deemed to have:

- a) examined the Request and any other information available in writing to Tenderers for the purpose of tendering;
- b) examined all further information relevant to the risks, contingencies, and other circumstances having an effect on their Tender which is obtainable by the making of reasonable enquires;
- c) satisfied themselves as to the correctness and sufficiency of their Tenders including tendered prices which will be deemed to cover the cost of complying with all the Conditions of Tendering and of all matters and things necessary for the due and proper performance and completion of the work described therein;
- d) acknowledged that the Principal may enter into negotiations with a chosen Tenderer and that negotiations are to be carried out in good faith; and
- e) satisfied themselves they have a full set of the Request documents and all relevant attachments.

2.17 Alterations

The Tenderer must not alter or add to the Request documents unless required by these Conditions of Tendering.

The Principal will issue an addendum to all registered Tenderers where matters of significance make it necessary to amend or supplement the issued Request documents before the Deadline.

2.18 Risk Assessment

The Principal may have access to and give consideration to:

- a) any risk assessment undertaken by any credit rating agency;
- b) any financial analytical assessment undertaken by any agency; and
- c) any information produced by the Bank, financial institution, or accountant of a Tenderer;

so as to assess that Tender and may consider such materials as tools in the Tender assessment process.

Tenderers may be required to undertake to provide to the Principal (or its nominated agent) upon request all such information as the Principal reasonably requires to satisfy itself that Tenderers are financially viable and have the financial capability to provide the Services for which they are submitting and meet their obligations under any proposed Contract.

The Principal reserves the right to engage (at its own cost) an independent financial assessor as a nominated agent to conduct financial assessments under conditions of strict confidentiality. For this assessment to be completed, a representative from the nominated agent may contact you concerning the financial information that you are required to provide.

The financial assessment is specifically for use by the Principal for the purpose of assessing Tenderers and will be treated as strictly confidential.

2.19 Evaluation Process

This is a Request for Tender.

Your Tender will be evaluated using information provided in your Tender.

The following evaluation methodology will be used in respect of this Request:

- a) Tenders are checked for completeness and compliance. Tenders that do not contain all information requested (e.g. completed offer form, attachments and any other information and/or documentation requested within this tender) may be excluded from evaluation.
- b) Any tender deemed to be an Alternative / Non-Conforming Tender that is not accompanied by a fully Conforming tender may also be excluded from evaluation.
- c) Compliant tenders are assessed against the Selection Criteria. Contract costs are evaluated (e.g. tendered prices) and other relevant whole of life costs are considered.
- d) The most suitable Tenderers may be shortlisted and may also be required to clarify their Tender, make a presentation, demonstrate the product/solution offered and/or open premises for inspection. Referees may also be contacted prior to the selection of the successful Tenderer.

A Contract may then be awarded to the Tenderer whose Tender is considered the most advantageous Tender to the Principal.

The Principal reserves the right to take into consideration any feature of a tender that provides a benefit to the Shire of Perenjori and the community. Further, the Principal also reserves the right to take into consideration the Tenderer's past performance on any

previous projects undertaken for the Shire. Any additional features or past performance will be evaluated in accordance with the value-for-money assessment process outlined within.

2.20 Confidentiality of Submission Information

The Principal will treat all information provided in a Tender submission as confidential and will not use it other than for purposes of, or related to, the Tender evaluation or as otherwise required by law.

Documents and other information relevant to a Tender may be disclosed when required by law, such as under the Freedom of Information Act 1992, the Local Government Act 1995, the Local Government (Functions and General) Regulations 1996 or under a court order documents and other information relevant to the contract may be disclosed when required by law under the Freedom of Information Act 1982 or under Court Orders.

All Tenderers will be given particulars of the successful Tenderer or advised that no Tender was accepted

2.21 Property and Copyright in Request Documents

All intellectual property, including patents, copyright, trademarks, know-how, technical information and confidential information in or attaching to this Request shall remain the property of the Principal. A Tenderer shall not use any of the information in this Request for any purpose other than the preparation of its Tender submission

2.22 Compliance Criteria

The criteria detailed in Section 6.2 will not be point scored. Each Tender will be assessed by the Principal on a Compliant/Non-Compliant basis as to whether the criterion is satisfactorily met. An assessment of “Non-Compliant” against any criterion may eliminate the Tenderer from consideration.

Tenderers are advised that any tender submission that is made subject to conditions/clarifications/critical assumptions that modify/change/alter any of the following:

- General Conditions of Contract
- Special Conditions of Contract
- Contract Specifications and/or Drawings

will be considered an Alternative Tender, regardless of whether it is marked Alternative Tender or not. Alternative Tenders that have been submitted without a Conforming Tender that fully complies with all the requirements of the RFT will be considered as a non-

Part 2 READ AND KEEP THIS PART

conforming tender, even if the tenderer has marked otherwise in the criteria detailed in Section 6.2.

Compliant tenders will proceed to be evaluated against the selection criteria.

2.23 Selection Criteria

The Contract will be awarded to a sole Tenderer who best demonstrates the ability to provide quality services at a competitive price. The tendered prices will be assessed together with qualitative and compliance criteria to determine the most advantageous outcome to the Principal.

The Principal has adopted a “best value for money” approach to this Request.

This means that, although the price is considered, the Tender containing the lowest price will not necessarily be accepted, nor will the Tender rank the highest on the qualitative criteria.

The Selection Criteria is comprised of the following components:

Criteria	Weighting
Relevant Experience	25%
Key personnel skills and experience	25%
Capacity to undertake work and tenderer’s resources	25%
Demonstrated understanding and methodology	25%

2.24 Qualitative Criteria (100%)

In determining the most advantageous Tender, the Evaluation Panel will score each Tender against the qualitative criteria as detailed within Section 6.3.1 of this document.

Tenderers must address each qualitative criterion. Information that you provide addressing each qualitative criterion will be point scored by the Evaluation Panel.

Failure to provide the required information may result in the tender only achieving a low score.

Before responding to the following qualitative criteria, Tenderers must note the following:

- All information relevant to your answer to each criterion are to be contained within your Tender

- Tenderers are to assume that the Evaluation Panel has no previous knowledge of your organisation, its activities or experience
- Tenderers are to provide full details for any claims, statements or examples used to address the qualitative criteria
- Tenderers are to address each issue outlined within the qualitative criterion

A scoring system will be used as part of the assessment of the qualitative criteria. Unless otherwise stated, a Tender that provides all the information requested will be assessed as satisfactory. The extent to which a Tender demonstrates greater satisfaction of each of these criteria will result in a greater score. The aggregate score of each Tender will be used as one of the factors in the final assessment of the qualitative criteria and the overall assessment of value for money.

2.25 Price

Price is a non-weighted criterion. The tender evaluation will make a series of value judgements based on the capability of Tenderers to complete the requirements and various other factors, including

- The qualitative rank of each Tenderer
- The pricing submitted by each Tenderer
- The Principal's regional price preference policy

The lowest price tender will not necessarily be the most favourable or preferred tender.

The Tenderer is to complete the Price Schedules given in Section 6.3.3.

Before completing the Price Schedule, Tenderers should ensure they have read this entire Request.

2.26 Price Basis

This is a FIXED LUMP SUM Contract. The value of the Fixed Price Lump Sum is not inclusive of the Provisional Items or Provisional Quantities.

All prices for products/services offered under this RFT Request are to be fixed for the term of the Contract.

Tendered prices are EXCLUSIVE of Goods and Services Tax (GST).

Unless otherwise indicated, prices tendered must include all applicable levies, duties, taxes and charges. Any charge not stated in the Tender, as being additional, will not be allowed as a charge for any transaction under any resultant Contract.

There is no provision for rise and fall within this Contract.

2.27 Regional Price Reference

Tenderers for the contract may be afforded a preference in accordance with Regulation 24(A-G) of the Local Government (Functions and General) Regulations and the Shire of Perenjori's Regional Price Preference Policy. This is available from the Shire's website: <https://www.perenjori.wa.gov.au/documents/92/policy-manual>.

Tenderers have the opportunity to claim a Regional Price preference by indicating as such in Schedule 3.

It is the sole responsibility of the tenderer to nominate how their tender is eligible for consideration under the Shire's Regional Price Preference Policy.

Tenderers must not assume any prior knowledge of the Shire and/or the Tender Evaluation Panel. A failure to specifically state what elements of a tender are eligible for regional price preference may result in that tender not being considered for preference under the policy.

2.28 Ownership of Tenders

All documents, materials, articles and information submitted by the Tenderer as part of or in support of the Tender will become upon submission the absolute property of the Principal and will not be returned to the Tenderer at the conclusion of the Tender process provided that the Tenderer be entitled to retain copyright and other intellectual property rights therein, unless otherwise provided by the Contract.

2.29 Canvassing of Officials

If the Tenderer, whether personally or by an agent, canvasses any of the Principal's Commissioners or Councillors Officers (as the case may be) with a view to influencing the acceptance of any Tender made by it or any other Tenderer, then regardless of such canvassing having any influence on the acceptance of such Tender, the Principal may at its absolute discretion omit the Tenderer from consideration.

2.30 Identity of the Tenderer

The identity of the Tenderer and the Contractor is fundamental to the Principal. The Tenderer will be the person, persons, corporation or corporations named as the Tenderer in Schedule 1 and whose execution appears on the same schedule. Upon acceptance of the Tender, the Tenderer will become the Contractor.

2.31 Costs of Tendering

The Principal will not be liable for payment to the Tenderer for any costs, losses or expenses incurred by the Tenderer in preparing their Offer.

2.32 Tender Opening

Tenders will be opened in the office's of Greenfield Technical Services via authorised representatives of the Shire of Perenjori , on or as soon as practicable after the advertised Deadline in accordance with all local government purchasing and tendering regulations. All Tenderers and members of the public may attend or be represented at the opening of Tenders. Those who intend on attending the tender opening are requested to notify the tender's nominated contact person prior to the tender deadline.

The names of the persons who submitted a Tender by the due Deadline will be read out at the Tender Opening. No discussions will be entered into between Tenderers and the Principal's officers present or otherwise, concerning the Tenders submitted.

2.33 In House Tenders

The Principal does not intend to submit an In-House Tender.

3 INSTRUMENT OF AGREEMENT

THIS AGREEMENT made the day of 20 between the **Shire of Perenjori** in the State of Western Australia (hereinafter called 'the Principal') of the one part and

(hereinafter called 'the Contractor') of the other part

WHEREAS the Principal is desirous that certain Works should be undertaken, namely:

Contract: **RFT01-2025-26 PAVEMENT REPAIRS AND SURFACING WORKS**

and has accepted a Tender by the Contractor for the undertaking completion maintenance of such Works NOW THIS AGREEMENT WITNESSETH and the parties hereto mutually agree as follows:

1. In this Agreement words and expressions shall unless the context otherwise requires have the same meanings as are respectively assigned to them in the General Conditions of Contract hereinafter referred to.
2. The following documents shall be deemed to form and be read and construed as part of this Agreement, viz:
 - (a) AS2124-1992 General Conditions of Contract
 - (b) Special Conditions of Contract
 - (c) Tender Submission Document including any correspondence between Principal and Contractor prior to Acceptance
 - (d) Principal's Authorisation
 - (e) Tender Specifications and Drawings
 - (f) Notice of Award of Contract
3. In consideration of the Agreements on the part of the Principal in this Agreement set forth the Contractor will supply the goods in conformity in all respects with the provisions of the Contract and will perform, fulfil, comply with, submit to and observe all and singular the provisions, conditions, stipulation and requirements and all matters and things expressed or shown in or reasonably to be inferred from the Contract and which are to be performed, fulfilled, complied with, submitted to, or observe by or on the part of the Contractor.

Part 3 READ AND KEEP THIS PART

4. In consideration of the Agreements on the part of the Contractor in this Agreement set forth the Principal will make payments to the Contractor in accordance with the provisions of the Contract and will perform, fulfil, comply with, submit to and observe all and singular the provisions, conditions, stipulation and requirements and all matters and things expressed or shown in or reasonably to be inferred from the Contract and which are to be performed, fulfilled, complied with, submitted to or observed by or on the part of the Principal.
5. If any party to this Agreement consists of one or more persons and one or more Corporations or two or more persons or two or more Corporations this Agreement shall bind such person or persons and such Corporation or Corporations or such persons or Corporations (as the case may be) and their respective Executors, Administrators, Successors and permitted Assigns (in the case of the Contractor) and Assigns (in the case of the Principal) jointly and severally and the person or persons and or Corporation or Corporations included in the term "Contractor" or the term "Principal" in this Agreement shall jointly be entitled to the benefit of the Contract and the Contract shall be read and construed accordingly.
6. This Agreement shall take effect according to its tenor notwithstanding any prior Agreement in conflict or at variance with it or any correspondence or documents relating to the subject matter of the Agreement which may have passed between the parties to the Agreement prior to its execution.

AS WITNESS HERETO the parties have executed this Agreement the day and year first above written.

SIGNED for and on behalf of THE PRINCIPAL

Name

.....

Signature

.....

Title

.....

Part 3 READ AND KEEP THIS PART

in the presence of

Name

.....

Signature

.....

Dated

.....

SIGNED for and on behalf of THE CONTRACTOR

Name

.....

Signature

.....

Title

.....

in the presence of

Name

.....

Signature

.....

Dated

.....

Part 4 READ AND KEEP THIS PART**4 GENERAL CONDITIONS OF CONTRACT**

The General Conditions of Contract are the Australian Standard AS 2124-1992: General Conditions of Contract.

4.1 Annexure to the Australian Standard General Conditions of Contract - Part A

This Annexure shall be issued as part of the tender documents and is to be attached to the General Conditions of Contract and shall be read as part of the Contract.

The law applicable is that of the State or Territory of: (Clause 1)	WESTERN AUSTRALIA
Payment under the Contract shall be made at: (Clause 1)	PERENJORI, WESTERN AUSTRALIA
The Principal: (Clause 2)	CHIEF EXECUTIVE OFFICER, Shire of Perenjori
The address of the Principal:	46 Fowler Street Perenjori WA 6620
The Superintendent: (Clause 2)	To be advised
The address of the Superintendent:	To be advised
Limits of accuracy applying to quantities for which the Principal accepted a rate or rates: (Clause 3.3 (b))	No limits
Bill of Quantities – the alternative applying: (Clause 4.1)	Alternative one
The time for lodgement of the priced copy of the Bill of Quantities: (Clause 4.2)	At time of tender
Contractor shall provide security in the amount of: (Clause 5.2)	Nil
The Principal shall provide security in the amount of: (Clause 5.2)	Nil
The period of notice required of a party's intention to have recourse to retention money and/or convert security: (Clause 5.5)	5 DAYS

Part 4 READ AND KEEP THIS PART

The percentage to which the entitlement to security and retention money is reduced: (Clause 5.7)	50%
Interest on retention money and security – the alternative applying: (Clause 5.9)	Alternative two
The number of copies to be supplied by the Principal: (Clause 8.3)	One
The number of copies to be supplied by the Contractor: (Clause 8.4)	One
The time within which the Superintendent must give a direction as to the suitability and return the Contractor's copies: (Clause 8.4)	14 days
Work which cannot be Subcontracted without approval: (Clause 9.2)	All work
The percentage for profit and attendance: (Clause 11 (b))	Not Applicable
The amount or percentage for profit and attendance: (Clause 11 (c))	Not Applicable
Insurance of the Works – the alternative applying: (Clause 18)	Alternative one
The assessment for insurance purposes of the costs of demolition and removal of debris: (Clause 18 (ii))	5% of the contract sum
The assessment for insurance purposes of consultants' fees: (Clause 18 (iii))	5% of the contract sum
The value of materials to be supplied by the Principal: (Clause 18 (iv))	Nil
The additional amount or percentage: (Clause 18 (v))	Not Applicable
Public Liability Insurance - the alternative applying: (Clause 19)	Alternative one
The amount of Public Liability Insurance shall be not less than: (Clause 19)	\$20,000,000

Part 4 READ AND KEEP THIS PART

The time for giving possession of the Site: (Clause 27.1)	30 days from tender award
The Date or period for Practical Completion: (Clause 35.2)	30 June 2026
Liquidated Damages per day: (Clause 35.6)	\$1,500 per day
Limit on Liquidated Damages: (Clause 35.7)	No Limit
Bonus per day for early Practical Completion: (Clause 35.8)	Nil
Limit of Bonus: (Clause 35.8)	Not Applicable
Extra costs for Delay or Disruption: (Clause 36)	Nil
The Defects Liability Period: (Clause 37)	12 months
The Charge for overheads, profit, etc. for Daywork: (Clause 41 (f))	Nil
Times for Payment Claims:(Clause 42.1)	Within 20 days of the receipt of an invoice approved by the Superintendent
Unfixed Plant and Materials for which payment claims may be made notwithstanding that they are not incorporated in the Works: (Clause 42.1(ii))	Nil

Part 4 READ AND KEEP THIS PART

Retention Money on: (Clause 42.3)	<p>(a) work incorporated in the Works and any work or items for which a different amount of retention is not provided, 10% of the value until 10% of the Contract Sum is held;</p> <p>(b) items on Site but not yet incorporated in the Works, 10%;</p> <p>(c) items off Site but in Australia 10%;</p> <p>(d) items not in Australia 10%;</p> <p>(e) disbursements incurred by the Contractor for customs duties, freight, marine insurance, primage, landing and transport in respect of the work under the Contract —%.</p>
Unfixed Plant or Materials – the alternative applying: (Clause 42.4)	Alternative three
The rate of interest on overdue payments: (Clause 42.9)	Current reserve bank overdraft rate + 1%
The delay in giving possession of the Site which shall be a substantial breach: (Clause 44.7)	3 months
The person to nominate an arbitrator: (Clause 47.3)	Chairman of the Institute of Arbitrators Australia, WA Chapter
Location of arbitration: (Clause 47.3)	PERTH, WESTERN AUSTRALIA

4.2 Annexure to the Australian Standard General Conditions of Contract - Part B

NOTE: This table is intended for easy reference to clauses that may have been deleted, amended or added to Australian Standard 2124-1992

- 1. The following Clauses have been deleted from the General Conditions in AS2124—1992:**
 Clause 4.4 *Refer to Special Conditions of Contract Sections SCC5*
- 2. The following Clauses have been amended and differ from the corresponding Clauses in AS2124—1992:**
 Clause 5.9, 42.1 and 46.1. *Refer to Special Conditions of Contract Sections SCC18, SCC17 and SCC3 respectively.*

Part 4 READ AND KEEP THIS PART

3. The following Clauses have been added to those of AS 2124—1992:

Refer to Special Conditions of Contract Sections SCC1, SCC2, SCC4 to SCC16 and SCC19

5 SPECIAL CONDITIONS OF CONTRACT

5.1 SCC 1 Patent Rights & Royalties

The Contractor shall save harmless and indemnify the Principal from and against all claims and proceedings for or on account of infringement of any patent rights, design, trade mark or name or other protected rights in respect of any machine, plant, work, material or thing, system or method of using, fixing, working or arrangement used or fixed or supplied by the Contractor in connection with the execution of the Contract and from and against all claims, demands, proceedings, damages, costs, charges and expenses whatsoever in respect thereof or in relation thereto.

5.2 SCC 2 Rise and Fall in Costs

Unless otherwise stated in the Contract, the Contract shall not be subject to adjustment for rise and fall in costs.

5.3 SCC 3 Notification of Claims (Cl. 46.1 AS 2124: 1992)

In the first paragraph of clause 46.1 of the General Conditions of Contract, delete “28” and replace with “14”.

In the second paragraph of clause 46.1 of the General Conditions of Contract, delete “42” and replace with “21”.

5.4 SCC 4 Management Requirements

5.4.1 SCC 4.1 Traffic Management

No works shall commence until the contractor submits a traffic management plan for the approval of the Superintendent as per AS1742.3 and MRWA Code of Practice. The works are to be constructed with minimum interference to traffic.

An appropriate construction programme needs to be approved by the Superintendent prior to the commencement of works.

5.4.2 SCC 4.2 Occupational Health and Safety

No works shall commence until the Contractor submits a safety management plan to the approval of the Superintendent. The Contractor shall ensure that the site is maintained in a safe condition at all times during the course of the works and generally satisfy the management requirements nominated in Occupational Health and Safety Act 1984 and Regulations 1996.

5.4.3 SCC 4.3 Quality

The Contractor shall develop the following;

- Program of work
- Inspection and Test Plan
- Hold Point Register
- List of Nominated Sub-contractors

All earthworks and pavements shall be tested and certified by a NATA registered laboratory. The type and frequency of testing shall be as outlined in the relevant sections of Appendix 1.

5.5 SCC 5 Errors in Bills of Quantities (Cl. 4.4 of AS2124: 1992)

Delete all of clause 4.4.

5.6 SCC 6 Pricing Schedule

The Contractor acknowledges that the Principal has entered the Contract reliant on the Contractor having prepared an accurate Pricing Schedule for the works required under the Contract.

The signing of the Instrument of Agreement by the Contractor is deemed to be an acknowledgment that the quantities detailed in the submitted Pricing Schedule (Section 6.3.3 of the Tender Response) are correct and that no future claim will be made with respect to the accuracy of quantities.

This sub clause does not preclude the Contractor from making a claim under Clause 40.5 in the event that the scope is varied as directed by the Superintendent.

5.7 SCC 7 Pre-Conditions to Commencing Works

The Contractor shall not commence the Works until the Superintendent has notified the Contractor that the following document is approved:

- the Insurances required by the Contract
- the Contractor's Construction/Works Program,
- the Contractor's Traffic Management Plan,
- the Contractor's Safety Plan,
- the Contractor's Environmental Plan, and
- the Contractor's Project Quality and Inspection Test Plans.

This approval is conditional on the Contractor complying with any subsequent instructions from the Superintendent to amend the plans, within a time limit specified by the Superintendent.

The initial submission of each of the above documents shall be no later than 14 calendar days prior to taking possession of the site.

5.8 SCC 8 Quality System

Notwithstanding any statements to the contrary in the Contractor's Quality Manual or Quality Plan, no part of the Quality System shall be used to pre-empt, preclude or otherwise negate either technical or any other requirements of the Contract Documents.

Quality System Procedures shall be used as an aid to achieve conformance with the Contract Document, and documenting such conformance, and in no way shall they relieve the Contractor of his responsibility to comply with the Contract Documents.

5.9 SCC 9 Access to Work

The Contractor shall at all reasonable times give to the Principal and to the Superintendent and to any other persons authorised in writing by the Principal or by the Superintendent access to the work under the Contract and should provide every reasonable facility necessary for the supervision, examination and testing of any work or materials for the Contract, including the provision of surveillance and audits of the Contractor's Quality Plan and Safety Plan (where applicable), at any place where any such work is being or is to be carried out or materials are prepared.

5.10 SCC 10 Industrial Matters

The Contractor is responsible for the conduct of all proceedings, conferences, negotiations and dealings with unions and union representatives, regarding industrial matters arising in relation to the performance of the Works but the Contractor shall keep the Superintendent fully informed of all such matters and shall not commence negotiations or make any offer of settlement or finalise an arrangement with a union without prior consultation with and having the consent of the Superintendent.

The Contractor shall observe the requirements of all relevant industrial awards and shall immediately notify the Superintendent if a strike or any other form of industrial unrest occurs and provide full details if requested.

5.11 SCC 11 Goods and Services Tax (GST)

5.11.1 SCC 11.1 GST Exclusive Amounts

Except where specified, all amounts in this Contract are GST exclusive and subject to this clause.

5.11.2 SCC 11.2 Payment in Respect of Contractor's GST Liability

- If this Contract relates to work for which the Principal accepted a lump sum, the Principal's maximum liability to pay or reimburse the Contractor under this clause for GST (subject to any Variations approved in accordance with this Contract) will be limited to the amount stated for GST in the price schedule.
- If this Contract relates to work for which the Principal accepted rates, the Principal's maximum liability to pay or reimburse the Contractor under this clause for GST (subject to any Variations approved in accordance with this Contract) will be limited to 10% of the sum ascertained by multiplying the measured quantity of each section or item of work actually carried out under the Contract by the rate accepted by the Principal for the section or item.
- In addition to any other consideration or payment obligation of the Principal of a Supply in connection with this Contract, the Principal shall pay to the Contractor or reimburse the Contractor for any GST the Contractor shall pay:
 - on any Supply made by the Contractor in connection with this Contract; and
 - in relation to any aspect of this Contract.
- Notwithstanding any other provision of this Contract, the Contractor will not be entitled to recover from the Principal any amount in respect of GST relating to work under the Contract where the costs of that work are to be borne by the Contractor for any reason.

5.11.3 SCC 11.3 Payment in Respect of Principal's GST Liability

In addition to any other consideration or payment obligation of the Contractor of a Supply in connection with this Contract, the Contractor shall pay to the Principal or reimburse the Principal for any GST the Principal shall pay:

- on any Supply made by the Principal in connection with this Contract; and
- in relation to any aspect of this Contract.

5.11.4 SCC 11.4 Time for Payment - By the Principal

The Principal shall pay or reimburse the Contractor for GST at the same time as the payment obligation to which the GST relates, provided that the Contractor has first provided a Tax Invoice in respect of that GST.

Notwithstanding any other provision of this Contract, the Contractor will not be entitled to recover from the Principal any amount in respect of GST the Contractor has paid or is liable

to pay in relation to or in connection with any outgoing, expense or cost paid or payable by the Contractor, if the Contractor is entitled to receive a credit for that GST.

5.11.5 SCC 11.5 Time for Payment - By the Contractor

The Contractor shall pay or reimburse the Principal for GST at the earlier of the time of the payment obligation to which the GST related, or upon the Principal providing a Tax Invoice in respect of that GST.

Notwithstanding any other provision of this Contract, the Principal will not be entitled to recover from the Contractor any amount in respect of GST the Principal has paid or is liable to pay in relation to or in connection with any outgoing, expense or cost paid or payable by the Principal, if the Principal is entitled to receive a credit for that GST.

5.11.6 SCC 11.6 Tax Savings

The parties acknowledge that it is not the intent of this Contract that the Contractor receives windfall pricing benefits that might otherwise accrue directly from taxes, duties or statutory charges in respect of its input costs that exist at the time of entering into this Contract and are varied or eliminated during the currency of the Contract. The Contractor shall, therefore, to the extent required of the Contractor under section 75AU of the Trade Practices Act 1974 and having regard to any guidelines issued pursuant to section 75AV of that Act, pass on to the Principal any reductions in cost.

5.12 SCC 12 Warranties by the Contractor

The Contractor warrants that:

- The Contractor, its Subcontractors and their respective employees, have the requisite expertise, applicable professional skills and capabilities to carry out the Works and will continue to have them during the term of the Contract.
- The Contractor has familiarised itself with local conditions and all applicable legislative requirements.
- The Contractor's Subcontractors and their respective employees will not enter the Site without having first familiarised themselves to the extent necessary with local conditions and legislative requirements.
- The Contractor has examined all information relevant to risks, contingencies and circumstances having an effect on the Pricing Schedule and obtainable by making reasonable inquiries.
- The Contractor has inspected the Site and its surroundings.

- The Contractor will not do or permit anything that might damage the name or reputation of the Principal or reasonably invite adverse public criticism or result in the Principal being the subject of any official investigation.

5.13 SCC 13 Hours of Operation

The Contractor shall as a normal procedure confine its operation to daylight hours between the hours of 6:30 am and 5:30 pm Monday to Sunday.

The Superintendent may consider a request by the Contractor to vary its hours of operation, which approval will not be unreasonably withheld – subject to local resident approval.

Notwithstanding, the Contractor shall not work outside of the hours prescribed above without the prior written approval of the Superintendent.

5.14 SCC 14 Induction

It is a fundamental requirement of this Contract that the Contractor and all its employees and sub-contractors are inducted under the Contractor's Induction policy prior to commencing work on site.

5.15 SCC 15 Evidence of Licences

The Contractor shall provide to the Superintendent evidence of all licences and permits required to perform the Contract Works, prior to commencing any operation for which such licences and permits are relevant.

5.16 SCC 16 Site Supervision

The Contractor shall ensure that the competent and experienced site supervisor nominated in the tender, is on site full-time for the duration of the Contract. Supervisory staff may not be substituted or removed without the prior approval of the Principal.

5.17 SCC 17 Payments (Cl. 42.1 of AS2124: 1992)

After the word "payment" on the third line of the first sentence of clause 42.1 of the General Conditions of Contract, add the words "and a tax invoice"

In the first sentence of the fourth paragraph of clause 42.1 of the General Conditions of Contract, delete "28 days after receipt by the Superintendent of a claim for payment or within 14 days of issue by the Superintendent of the Superintendent's payment certificate, whichever is the earlier" and replace with "20 days after the end of the month in which the Superintendent receives a tax invoice in accordance with the first paragraph of clause 42.1, and subject to the contractor providing a credit note if the value of the tax invoice is higher than the amount subsequently certified by the Superintendent."

5.18 SCC 18 Retention (Cl. 5.9 of AS 2124:1992)

The Principal prefers the Contractor to lodge a bank guarantee in lieu of retention. However, if retention is to be deducted, the following amendment to the General Conditions of Contract shall apply.

Under the paragraph headed Alternative 2 of Clause 5.9 of the General Conditions of Contract, delete the second sentence.

5.19 SCC 19 Appendices

The specifications, policies, procedures, practices, plans, forms, reports and anything else included or referred to in the attached appendices are applicable to the Contract and the Contractor shall comply with all requirements contained or referred to in the appendices.

6 TENDERER'S OFFER

6.1 Form of Tender

The Chief Executive Officer

Shire of Perenjori

56 Fowler Street, Perenjori WA 6620

I/We (Registered Entity Name): _____

(BLOCK LETTERS)

of: _____

(REGISTERED STREET ADDRESS)

ABN _____ ACN (if any) _____

Telephone No: _____ Facsimile No: _____

E-mail: _____

In response to RFT01-2025.26 PAVEMENT REPAIRS AND SURFACING WORKS

I/We agree that I am/We are bound by and will comply with this Request and its associated schedules, attachments, all in accordance with the Conditions of Tendering contained in this Request signed and completed.

The tendered price is valid up to ninety (90) calendar days from the date of the Tender closing or forty-five (45) days from the Council's resolution for determining the Tender, whichever is the later unless extended on mutual agreement between the Principal and the Tenderer in writing.

I/We agree that there will be no cost payable by the Principal towards the preparation or submission of this Tender irrespective of its outcome.

The tendered consideration is as per the submitted pricing schedule submitted with this Tender.

The tendered consideration is AUD \$ _____ excluding GST

Dated this _____ day of _____ 2025

Signature of authorised signatory of Tenderer: _____

Name of authorised signatory (BLOCK LETTERS): _____

Position: _____

Telephone Number: _____

Authorised signatory Postal address: _____

Email Address: _____

Part 6 COMPLETE AND RETURN THIS PART

6.2 Compliance Criteria

Please select with a “Yes” or “No” whether you have complied with the following compliance criteria.

Description of Compliance Criteria	Yes	No
i) Complete Form of Tender	<input type="checkbox"/>	<input type="checkbox"/>
ii) Complete Formal Offer – Schedule 1	<input type="checkbox"/>	<input type="checkbox"/>
iii) Complete Conformity of Tenders – Schedule 2	<input type="checkbox"/>	<input type="checkbox"/>
iv) Complete Pricing Schedule	<input type="checkbox"/>	<input type="checkbox"/>
v) Compliance with Occupational Safety & Health Requirements	<input type="checkbox"/>	<input type="checkbox"/>
vi) Risk Assessment Respondents must address the following information in an attachment and label it “ Risk Assessment ”. <ul style="list-style-type: none"> - Provide an outline of organisation structure inclusive of any branches and number of personnel. - Attach current ASIC company extracts search including latest annual return. - Provide the organisation’s Directors/Company Owners and any other positions held with other organisations. - Provide a summary of how many years your organisation has been in business. - Are you acting as an agent for another party? If Yes, attach details (including name and address) of your Principal. 	<i>Tick if Attached</i> <input type="checkbox"/>	

Part 6 COMPLETE AND RETURN THIS PART

<p>- Are you acting as a trustee of a trust? If Yes, give the name of the trust and include a copy of the trust deed (<i>and any related documents</i>); and if there is no trust deed, provide the names and addresses of beneficiaries.</p>	<input type="checkbox"/>	<input type="checkbox"/>
<p>- Do you intend to subcontract any of the Requirements? If Yes, provide details of the subcontractor(s) including the name, address and the number of people employed; and the Requirements that will be subcontracted.</p>	<input type="checkbox"/>	<input type="checkbox"/>
<p>vi) Financial Position</p> <p>In order to demonstrate your financial ability to undertake this contract, in an attachment labelled “Financial Position” respond to the questions below including a profit and loss statement and latest financial return (<i>OR a statement from your accountant attesting to your financial viability</i>) for you and each of the other proposed contracting entities, together with a list of financial referees from your bank and/or accountant.</p>	<p><i>Tick if Attached</i></p> <input type="checkbox"/>	
<p>- Does the Tenderer have the ability to pay all debts in full as and when they fall due? (If no, please provide details)</p>	<input type="checkbox"/>	<input type="checkbox"/>
<p>- Does the Tenderer have any current litigation, claim or judgement as a result of which you may be liable for \$50,000 or more? (If yes, please provide details)</p>	<input type="checkbox"/>	<input type="checkbox"/>
<p>- Will the Tenderer cooperate with an independent financial assessor during the conduct of financial assessments (if required)? (If no please outline reasons why)</p>	<input type="checkbox"/>	<input type="checkbox"/>

Part 6 COMPLETE AND RETURN THIS PART

<p>vii) Conflict of Interest</p> <p>Will any actual or potential conflict of interest in the performance of the Tenderers obligations under the Contract exist if awarded the Contract, or are any such conflicts of interest likely to arise during the Contract? If yes, please provide details.</p>	<p><i>Information Supplied</i></p> <p>Yes / No</p> <p><input type="checkbox"/> <input type="checkbox"/></p> <p><i>Is there a Conflict of Interest?</i></p> <p>Yes / No</p> <p><input type="checkbox"/> <input type="checkbox"/></p>	
<p>viii) Insurance</p> <p>Does the Tenderer maintain the minimum insurance requirements of this Request? If Yes, provide evidence of the Tenderers insurance coverage including, insurer, expiry date, value and type of insurance. If Tenderer holds “umbrella Insurance” please ensure a breakdown of the required insurances are provided. A copy of the Certificate of Currency is to be provided to the Principal within 7 working days of acceptance.</p> <p>Minimum insurance cover is as per Section 4.1</p>	<p>Yes</p> <p><input type="checkbox"/></p>	<p>No</p> <p><input type="checkbox"/></p>

Part 6 COMPLETE AND RETURN THIS PART

ix) Critical Assumptions

Tenderers are to specify any assumptions they have made that are critical to the Tender, including assumptions relating to pricing and ability to provide the Requirements in the manner specified in this Request. Tenderers should attach these assumptions in an attachment labelled **“Critical Assumptions”**

Tenderers are advised that any tender submission that is made subject to critical assumptions that modify/change/alter any of the following:

- General Conditions of Contract
- Special Conditions of Contract
- Contract Specifications and/or Drawings

will be considered an Alternative / Non-Conforming Tender, regardless of whether it is marked Alternative Tender or not.

Alternative / Non-conforming Tenders that have been submitted without a Conforming Tender that fully complies with all the requirements of the RFT will be considered as a Non-Conforming tender, even if the tenderer has marked otherwise in this table.

*Information
Supplied*

Yes / No

6.3 Selection Criteria

6.3.1 Qualitative Criteria

Tenderers are required to address the following qualitative criteria and provide details in the relevant schedules. Any item requested in the schedules below that is not specifically addressed by the tenderer may affect the tenderers score.

Before responding to the following qualitative criteria, Tenderers must note the following:

- a) All information relevant to your answers to each criterion are to be contained within your Tender
- b) Tenderers are to assume that the Evaluation Panel has no previous knowledge of your organisation, its activities or experience
- c) Tenderers are to provide full details for any claims, statements or examples used to address the qualitative criteria
- d) Tenderers are to address each issue outlined within a qualitative criterion

Part 6 COMPLETE AND RETURN THIS PART

<p>A. Relevant Experience</p> <p>Tenderers must provide the following information in the schedules listed as part of fulfilling this requirement or where a schedule is not listed, a separate attachment.</p>	<p>Weighting < 25% > Tick if attached</p>
<ul style="list-style-type: none"> - Provide details of the tenderer's previous experience at completing similar works in similar areas. Complete the pro-forma at Schedule 5 as part of providing this information. 	<p style="text-align: center;"><input type="checkbox"/></p>
<ul style="list-style-type: none"> - Provide details of how the tenderer has worked collaboratively with the Client to achieve outcomes on previous similar projects including how any issues were managed. 	<p style="text-align: center;"><input type="checkbox"/></p>
<ul style="list-style-type: none"> - Provide referees who can substantiate previous experience and demonstrated capability of the organisation. Complete the pro-forma at Schedule 4 as part of providing this information. 	<p style="text-align: center;"><input type="checkbox"/></p>
<p>B. Key personnel skills and experience</p> <p>Tenderers must provide the following information in the schedules listed as part of fulfilling this requirement or where a schedule is not listed, a separate attachment.</p>	<p>Weighting < 25% > Tick if attached</p>
<ul style="list-style-type: none"> - Provide details of the tenderer's key personnel, their experience in similar work and any technical/professional qualifications relevant to the work. Complete the pro-forma at Schedule 7 as part of providing this information. 	<p style="text-align: center;"><input type="checkbox"/></p>
<ul style="list-style-type: none"> - Provide information about the capacity of the tenderer to provide back-up resources for key personnel should the need arise. 	<p style="text-align: center;"><input type="checkbox"/></p>
<p>C. Capacity to undertake the work and tenderer's resources</p> <p>Tenderers must provide the following information in the schedules listed as part of fulfilling this requirement or where a schedule is not listed, a separate attachment.</p>	<p>Weighting < 25% > Tick if attached</p>
<ul style="list-style-type: none"> - Provide details of the resources the tenderer proposes to use for the works (plant and equipment) 	<p style="text-align: center;"><input type="checkbox"/></p>
<ul style="list-style-type: none"> - Provide information demonstrating the capacity of organisation to resource the work in the context of the tenderer's current and 	<p style="text-align: center;"><input type="checkbox"/></p>

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<p>potential future works. Complete the pro-forma at Schedule 6 as part of providing this information.</p>		
<ul style="list-style-type: none"> - Provide information on how the tenderer will guarantee to the Shire that they can commence and complete the work prior to the date for Practical Completion. Provide an estimated programme or list of key dates for the work as part of fulfilling this requirement. 	<input type="checkbox"/>	
<p>D. Demonstrated Understanding and Methodology Tenderers must provide the following information in the schedules listed as part of fulfilling this requirement or where a schedule is not listed, a separate attachment.</p>	<p>Weighting < 25% > Tick if attached</p>	
	<ul style="list-style-type: none"> - Provide information demonstrating the tenderer's understanding of the scope of work including any specific site considerations and/or constraints that the tenderer believes may need to be considered and allowed for. 	<input type="checkbox"/>
	<ul style="list-style-type: none"> - Provide the tenderer's proposed methodology for completing the work demonstrating how the tenderer will meet the technical specifications. 	<input type="checkbox"/>

6.3.2 Price Criteria

1. **This is a FIXED LUMP SUM Contract.** The value of the Fixed Price Lump Sum is not inclusive of the Provisional Items or Provisional Quantities.
2. The following tender schedules will be utilised in relation to the assessment of progress claims and the value of any variations.
3. The Contract does not include provisions for Rise & Fall adjustments. The Tenderer will need to make their own assessment of any possible effects of rise and fall in prices on their Tender submission.
4. **The tenderer shall determine the form of the final submission.**
5. **The Tenderer must prepare their own Pricing Schedule (s) pursuant to their own investigations as part of their submission.**
6. The responsibility for the accuracy of the completed Pricing Schedule (s) submitted by the Tenderer with their tender submission rests solely with the Tenderer. The Tenderer's completed Pricing Schedule (s) will form part of the Contract to the extent that it will be utilised in relation to the assessment of progress claims and the value of any approved variations.
7. In this Tender Schedule the sub-headings and item descriptions identify the work covered by the respective items, but the exact nature and extent of the work to be performed is ascertained by reference to the Drawings, Specifications and Annexures, the General Conditions of Contract and the Special Conditions of Contract.
8. The rates and prices entered in this Tender Schedule shall be deemed to be the full inclusive value of the work covered by the respective items, to meet the obligations of the Tenderer under the Contract. The sum of the tender prices shall equal the Tendered Fixed Lump Sum. Tenderers shall submit a Conforming Tender fully in accordance with the Tender Documents.
9. While it is the Principal's intention to complete all the works described in this Request for Tender, the Principal reserves the right to vary the scope of the work prior to award of the Contract, to satisfy the Principal's requirement not to exceed the target contract expenditure.
10. The Provisional Items and/or Quantities cover work that may or may not be required. These items and/or quantities will only be paid to the Contractor should these works actually be directed in writing by the Superintendent. The actual quantities associated with the provision items and/or quantities may be more or less than the amounts indicated, and, in some instances, the actual quantities may be 0.

11. The rates tendered by Tenderers for Provisional Items and/or Quantities shall include for all additional preliminaries and overheads associated with any and all Provisional Items, e.g. additional mob / demob, accommodation, insurances, etc.

Part 6 COMPLETE AND RETURN THIS PART**6.3.3 Price Schedule**

PAVEMENT REPAIRS AND SURFACING WORKS					
ITEM	DESCRIPTION	UNIT	QTY	RATE	AMOUNT
1.0	PRELIMINARIES				
1.01	Allow for all costs related to programs and testing	Item	1		
1.02	Allow for all costs related to survey information and setting out of the works	Item	1		
1.03	Allow for all costs related to the contractor's accommodation and living facilities	Item	1		
1.04	Allow for all costs related to the contractor's site facilities and supervision	Item	1		
1.05	Allow for all incidental fees and charges related to the works including the provision of access for others	Item	1		
1.06	Allow for all costs related to protection of utilities and services and public and private property	Item	1		
1.07	Allow for all costs related to traffic management (including the TMP)	Item	1		
1.08	Allow for all insurances as required under the contract	Item	1		
1.09	Allow for all costs related to environmental protection as required under the contract	Item	1		
1.10	Allow for all costs associated with sourcing and supply fresh water for the works	Item	1		
1.11	Allow for all costs related to occupational health & safety matters	Item	1		
1.12	Allow for all costs related to mobilisation and demobilisation	Item	1		
1.13	Prepare and submit seal design to the Superintendent for approval	Item	1		
Subtotal - PRELIMINARIES					

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ITEM	DESCRIPTION	UNIT	QTY	RATE	AMOUNT
2.0	PRESEAL WORKS				
2.1	MILL OUT AND ASPHALT PATCH <i>All milling and asphalt patching to tie in with existing profile and levels of adjacent surfacing</i>				
2.1.1	Coorow Latham Rd Between Slk 17.75 - 18.17				
	Britt St / Coorow Latham Rd intersection a) Milling / profiling	m2	40		
	Britt St / Coorow Latham Rd intersection b) Primer seal & 40mm asphalt	m2	40		
	Slk 17.75 - 18.09 a) Milling / profiling	m2	30		
	Slk 17.75 - 18.09 b) Primer seal & 40mm asphalt	m2	30		
2.1.2	England Cr Between Slk 0.03 - 0.17				
	a) Milling / profiling	m2	10		
	b) Primer seal & 40mm asphalt	m2	10		
2.1.3	Syson Rd Between Slk 2.82 - 4.02				
	Slk 2.92 - 2.96 (40 x 3.5m) a) Milling / profiling	m2	140		
	Slk 2.92 - 2.96 (40 x 3.5m) b) Primer seal & 40mm asphalt	m2	140		
	Slk 3.27 - 3.30 (30 x 1m) a) Milling / profiling	m2	30		
	Slk 3.27 - 3.30 (30 x 1m) b) Primer seal & 40mm asphalt	m2	30		
	Slk 3.72 - 3.80 (80 x 2m) a) Milling / profiling	m2	160		
	Slk 3.72 - 3.80 (80 x 2m) b) Primer seal & 40mm asphalt	m2	160		

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	Slk 3.86 - 3.98 (120 x 2m) a) Milling / profiling	m2	240		
	Slk 3.86 - 3.98 (120 x 2m) b) Primer seal & 40mm asphalt	m2	240		
2.1.4	Wanarra Rd				
	Slk 3.26 (30 x 3.5m) a) Milling / profiling	m2	105		
	Slk 3.26 (30 x 3.5m) b) Primer seal & 40mm asphalt	m2	105		
	Slk 4.29 - 4.41 (Parking Bay) a) Milling / profiling	m2	30		
	Slk 4.29 - 4.41 (Parking Bay) b) Primer seal & 40mm asphalt	m2	30		
SUBTOTAL – PRESEAL WORKS					
3.0	RESEALING WORKS				
	COOROW LATHAM RD SLK 15.10 - 15.17, SLK 16.15 - 16.31				
3.1	Bitumen Reseal C170 - BAR 1.6 L/m2 (@ 15deg) and 10mm aggregate	m2	1,153		
	COOROW LATHAM RD SLK 17.75 - 18.06				
3.2	Bitumen Reseal PMB - BAR 1.9 L/m2 (@ 15deg) and 14mm aggregate	m2	2,450		
	PROV ITEM: COOROW LATHAM RD SLK 18.06 - 18.17; includes Britt St Slk 0.76 - 0.78				
3.3	<i>Bitumen Reseal PMB - BAR 1.9 L/m2 (@ 15deg) and 14mm aggregate</i>	<i>m2</i>	<i>1,100</i>		RATE ONLY
	ENGLAND CR SLK 0.03 - 0.17				
3.4	Bitumen Reseal C170 - BAR 1.6 L/m2 (@ 15deg) and 10mm aggregate	m2	1,120		
	SYSON RD SLK 2.82 - 4.02				
3.5	Bitumen Reseal PMB - BAR 1.9 L/m2 (@ 15deg) and 14mm aggregate	m2	8,640		
	TIMMINGS ST SLK 0.25 - 0.34 & SLK 0.35 - 0.50				
3.6	Bitumen Reseal C170 - BAR 1.6 L/m2 (@ 15deg) and 10mm aggregate	m2	658		

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3.7	WANARRA RD SLK 2.68 - 5.50				
	Bitumen Reseal C170 - BAR 1.9 L/m2 (@ 15deg) and 14mm aggregate	m2	20,304		
3.8	WANARRA RD PARKING BAY; APPROX SLK 4.29 - 4.41				
	Bitumen Reseal C170 - BAR 1.9 L/m2 (@ 15deg) and 14mm aggregate	m2	1,650		
3.9	<i>PROV ITEM: RATE FOR BAR VARIATION – CUTBACK BITUMEN (C170)</i>	<i>Item</i>	<i>1</i>		<i>RATE ONLY</i>
3.10	<i>PROV ITEM: RATE FOR BAR VARIATION – PMB</i>	<i>Item</i>	<i>1</i>		<i>ONLY</i>
SUBTOTAL – RESEALING (<i>excludes provisional items</i>)					
4.0	ASPHALT				
4.01	<i>PROV ITEM: COOROW LATHAM RD SLK 18.06 – 18.13; includes Britt St Slk 0.76 - 0.78</i>				
	<i>Primer seal & 30mm asphalt</i>	<i>m2</i>	<i>1,100</i>		<i>RATE ONLY</i>
SUB-TOTAL – ASPHALT (<i>not included in tendered sum</i>)					<i>RATE ONLY</i>
5.0	MISCELLANEOUS				
5.01	Clean up site to the satisfaction of the Superintendent	Item	1		
SUB-TOTAL – MISCELLANEOUS					
TOTAL – PAVEMENT REPAIRS AND SURFACING WORKS					

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7 SCHEDULES

7.1 Schedule 1 – Formal Offer

TENDER NO.	RFT01-2025.26	PROJECT:	PAVEMENT REPAIRS AND SURFACING WORKS
Tenderer:			
<i>(full trading name)</i>			
Registered Office Address		Business Address	
Telephone		Facsimile	
Email			

LEGAL STATUS

All Tenderers are required to complete the following table:

Legal Structure	Name	Australian Company Number (ACN)	Australian Business Number (ABN)
Company			
Trusts			
Individual			
Partnership			

The Tenderer named above, hereby offers to provide Goods, Works and/or Services in accordance with:

- (a) Conditions of Tendering

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- (b) Conditions of Contract
- (c) The Specification
- (d) Any addenda to the above
- (e) This Tender Form including all its schedules relating to the above Contract.

The Tenderer also acknowledges that if it is the successful tenderer, the documents listed above shall form part of the contract and agrees to be bound by the contract conditions.

AMENDMENTS TO TENDER DOCUMENTS (IF ANY)

Tenderer to sign and return any amendments (tender addenda) issued during the tender period in confirmation of their receipt.

Tenderer confirms amendments have been signed and returned:

List Addenda No's received:

Signature:

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Executed by Authorised Officer of Tenderer who has delegated authority to enter into a contract:

Signature:

.....

Name and Title:

Date:

.....

Signature of

Witness:

.....

Name of

Witness:

Date:

.....

TENDERER'S CONTACT PERSON FOR ENQUIRIES ABOUT THIS TENDER

Name:
Position:
Address:
Telephone:
Email:

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7.2 Schedule 2 – Conformity of Tenders

The Tenderer is to signify here what type of tender submissions have been submitted.

Tenderers are advised that any tender submission that is subject to critical assumptions that modify / change / alter any of the following:

- General Conditions of Contract
- Special Conditions of Contract
- Contract Specifications and/or Drawings

will be considered an Alternative / Non-Conforming Tender, regardless of whether it is marked Alternative Tender or not.

<p>Submission of a Conforming Tender IS a requirement. It IS NOT optional.</p> <p>Have you submitted a <u>Conforming Tender</u> that fully addresses all the requirements of the RFT?</p>	<input type="checkbox"/> YES	
<p>In <u>addition</u> to a fully Conforming Tender, you are able to submit additional Alternative / Non-Conforming Tenders.</p> <p>Alternative / Non-Conforming Tenders can only be submitted with a fully Conforming Tender.</p> <p>Have you submitted an <u>Alternative / Non-Conforming Tender</u> that modifies / changes the requirements of the RFT?</p>	<input type="checkbox"/> YES	<input type="checkbox"/> NO

For any submission, the Tenderer must list below any critical assumptions.

For any Alternative / Non-Conforming tenders, the Tenderer must list below all areas where the tender does not conform to the RFT requirements for any of the following elements:

- General Conditions of Contract
- Special Conditions of Contract
- Contract Specifications and/or Drawings

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7.3 Schedule 3 – Local Preference

Should the tenderer wish to be considered under the Shire of Perenjori Regional Price Preference Policy then the tenderer must provide details below of why the tenderer is eligible under the Policy (contained in Appendix 2).

Is the tenderer eligible for local preference under the Shire's Local Preference Policy (Appendix 2)	<input type="checkbox"/> YES	<input type="checkbox"/> NO
If yes, please explain why below:		

7.4 Schedule 4 – Referees

Provide contact details of referees who can substantiate the Tenderer’s capabilities in undertaking the works required under the contract based on past experiences.

FIRST REFEREE

Company Name: _____
Address: _____
Contact Person: _____
Telephone: _____ Email _____

SECOND REFEREE

Company Name: _____
Address: _____
Contact Person: _____
Telephone: _____ Email _____

THIRD REFEREE

Company Name: _____
Address: _____
Contact Person: _____
Telephone: _____ Email _____

7.5 Schedule 5 – Relevant Past Experience

Please provide details of previous projects involving the construction of similar pavement repairs and surfacing works on **PUBLIC** roads in similar locations. These projects should only include those where the tenderer is the sole or major/head civil roadworks contractor. Projects which involve supply of dry or wet hire to a separate head civil roadworks contractor should not be included.

Item	Project Description	Client	Approx. Value	Approx. Duration	Outcomes Achieved
1					
2					
3					
4					
5					
6					

7.6 Schedule 6 – Current Project Commitments

Name / Description of Project	Start Date	Project Duration	Project Value	Client / Contact Name / Details

7.7 Schedule 7 – Key Personnel

Complete the table below for the key persons nominated for the works.

Name	Previous Experience / Projects	Previous Roles / Tasks	Years of Experience	Qualifications / Certificates	Reference Name / Contact No.	CV Included Y/N

Part 7**COMPLETE AND RETURN THIS PART****7.8 Schedule 8 – Insurances**

INSURANCE TYPE	POLICY NO	EXTENT OF COVER		EXPIRY DATE	NAME OF INSURER
		Per Incident (\$A)	In Aggregate (\$A)		
Public Liability					
Vehicles Plant and Equipment					
Workers Compensation					

(Attach Certificates of Currency or other verification of the above insurances)

7.9 Schedule 9 – Nominated Subcontractors

Note: Written approval of all subcontractors by the Superintendent's Representative to the Contractor is required before commencement of the contract. The nomination of alternatives is acceptable. The Contractor shall be required to provide evidence that the subcontractors are registered and/or licensed (as required by law) in the work which is to be subcontracted and have the relevant policies of insurance.

NAME OF SUBCONTRACTOR	DESCRIPTION OF WORKS / PLANT ITEMS PROPOSED TO BE SUBCONTRACTED	Approx. Total No of Months the Subcontractor has worked for the Contractor over the last 2yrs	% of Total works which will be subcontracted

Appendix 1 – Works Specification

All as described in the pricing schedule and tender documentation.

A1.1 Principal Supplied Materials

The Principal is not responsible for the supply of any items associated with the works. Tenderers must make all allowances to supply the materials required to complete the work in accordance with the scope of work and the details provided within this RFT.

A1.2 Supplied Information - Survey Control

The Contractor will be responsible for all construction set-out to achieve the works as described within this RFT.

Prior to commencing work, the Contractor shall demonstrate to the Superintendent that the work has been physically marked out to the satisfaction of the Superintendent (**HOLD POINT**) to ensure that all work is completed in the correct areas.

A1.3 Contractor's Site Facilities

The Contractor shall be responsible for all site establishments. Prior to erecting any site facilities, the Contractor will ensure that the proposed location and positioning of the units and all associated services and all specialised storage areas, including areas for septic tanks, effluent discharge and camp rubbish, have been nominated to the Superintendent on a layout plan and where applicable to the Local Authority (**HOLD POINT**).

All buildings and facilities established and used by the Contractor must be removed from the Site at no cost to the Principal on completion of the Works and the site must be left in a clean and tidy condition. Upon completion of the Works, the access tracks established by the Contractor must be removed and the ground rehabilitated.

Sites for the storage of fuel, oil and other contaminant materials including plant maintenance sites must be specially designed to confine any spillages within the site in accordance with Statutory requirements. These sites must ensure that any spillages are confined. Adequate quantities of suitable material to counteract spillages will be kept on hand by the Contractor.

A1.4 Superintendent's Representative

The Superintendent for this contract will be advised to the Contractor post award. The Superintendent will appoint a Superintendent's Representative in accordance with the requirements of AS2124 and will notify the successful contractor (s) of the contact details of that person.

A1.5 Entry to Land

The protection and maintenance of the environment outside the Site, and the need to consult with and have regard for the landowner's or Lessee's property, must be observed by the Contractor.

Prior to the proposed entry by the Contractor onto any land required for the Works, the Contractor must obtain written approval of the land owner or Lessee detailing the standard of construction, maintenance and rehabilitation of any affected areas and give the Superintendent at least five (5) days' notice of any such intention (**HOLD POINT**).

Upon completion of the Works, all access tracks established by the Contractor must be removed and the ground rehabilitated.

A1.6 Water Supply

The Contractor is responsible for all works required for the supply of water required for construction.

A1.7 Quality Assurance

The Quality Plan shall be the document specifying the processes of the Contractor's quality management system and the resources to be applied to achieve the specific requirements of the Contract. The Quality Plan shall clearly detail how the Contractor's Quality Management System procedures and instructions shall be applied to meet the requirements of the Contract and shall clearly detail the cross referencing to all documents of the Contract.

The Quality Plan shall clearly detail the Contractor's delegation of its management responsibilities, authorities and communication requirements for any subcontracted work under the Contract.

The Contractor shall develop and document Inspection Plan(s) [Inspection and Test Plan(s) (ITPs)] to undertake the Monitoring and Measurement of the Works. The Inspection Plans shall clearly describe the monitoring, verification and validation activities specific to the product and the criteria for product acceptance for each product or service specified in the Contract.

A1.7.1 Lot Definition

Contractor is responsible for physically distinguishing and marking all Lots as per the Contractor's Lot Plan approved by the Superintendent. Lots must remain marked out for the duration of the work.

The principles used to define the limits of any Lot for the Contract shall be:

- a) the maximum size of a Lot is limited to the quantity of work that is the subject of a single conformance decision;
- b) the whole of the works included in the Lot shall be continuous;
- c) the Lot has been produced by the same works process;
- d) the Lot has been brought to completion at the same time; and
- e) the Lot shall appear to be of a constant quality without obvious changes in attribute values, whether or not these attributes form part of the acceptance criteria.

The extent of each Lot shall be clearly identified in the field prior to the commencement of any product realisation activity (**HOLD POINT**). The Lot shall be demarcated on Site with markers until the Lot has been brought to completion. As a minimum the markers shall detail the chainage and Lot identification clearly legible from the alignment centre line.

The Contractor must establish and maintain a Lot Register for the works which must be provided to the Superintendent for approval prior to work commencing (**HOLD POINT**). If any changes are made to the Lot register during the work, this must be communicated to the Superintendent.

A1.7.2 Hold Points

A **HOLD POINT** is defined as that stage in the process of delivering the work under the Contract, beyond which the Contractor must NOT proceed to the next activity without the written approval of the Superintendent.

To obtain release of the Hold Point for a Lot, the Contractor shall comply with the following requirements:

- a) The Contractor shall have completed all conformance inspection reports for any underlying Lot(s) or any adjacent Lot(s) affected by the Lot in question.
- b) All underlying Lot(s) and any adjacent Lot(s) affected by the Lot in question shall be conforming.
- c) The Contractor shall request a "Hold Point Release" in writing with all supporting conformance test results at least 24 hours or such other period detailed in the Specification prior to the time when the Contractor wishes to proceed with the next activity which affects the Lot in question.
- d) The submission of any "Hold Point Release" to the Superintendent by the Contractor is the Contractor's "Certificate of Compliance" that the submitted Lot conforms to the Contract requirements.

A1.7.3 Control of Non-Conforming Outputs

All detected non-conformances shall constitute a **HOLD POINT** in the operations of the work under the Contract associated with the detected non-conformance and shall be reported to the Superintendent within 24 hours of being detected.

The Contractor shall submit to the Superintendent a proposed method for the rework, repair or removal of the non-conforming Lot to ensure conformance to the requirements of the Specification.

The Contractor shall develop and submit a proposed Corrective Action to eliminate the cause of a detected non-conformance for the Superintendent's approval. Associated action(s) to prevent any reoccurrence shall form part of the corrective action process.

Prior to the release of the **HOLD POINT** on a detected non-conformance and/or non-conforming Lot, the Contractor shall certify to the Superintendent and provide conformance records in accordance with the Contract that the reworked or repaired Lot conforms to the requirements of the Specification and the Improvement to the Quality Plan is approved by the Superintendent (**HOLD POINT**).

A1.7.4 As-Constructed Information

Within four (4) weeks from the Date of Practical Completion, the Contractor shall forward all records to the Superintendent.

A1.8 Pavement Repairs and Surfacing Works

A1.8.1 Deformed Pavement / Depressions / Potholes – Mill & Fill

General

- Mill out the depressed area to ensure a minimum depth of 35mm below the finished level.
- Where the depth of depression is greater than 50mm from the finished level, no milling is required. Instead, a minimum 20mm thick layer of corrector shall be applied to build up the level in the depression.
- Remove all loose material by hand or mechanical brooming to ensure a solid base and sides.
- Lightly wet any exposed basecourse on the receiving surface and compact then apply the bitumen emulsion primerseal with 7mm aggregate .
- Fill the repair area with approved hot mix asphalt, and thoroughly compact using a vibrating roller followed by a multi-tyred roller.

- Where necessary, blind with nominal 3mm aggregate to avoid pick up by traffic.

Setout

Actual areas for each deformed/depressed repair shall be confirmed prior to commencing. Only areas specifically marked out, measured and agreed to by the Superintendent's Representative shall be repaired. No payment will be made for works that have not been approved in advance by the Superintendent's Representative.

Tolerances

The finished surface level of the asphalt shall match the adjacent road surface profile and crossfall. The level of the completed asphalt surface shall be judged to be acceptable when the levels of the asphalt at its junction with the existing and adjacent surfacing are within 0mm +5 mm of the top cut edge level of the surrounding surface.

A1.8.2 Deformed Pavement / Depressions / Potholes – Materials

General

Bituminous and associated materials used in repair work shall comply with MRWA Specification 503 Bituminous Surfacing and MRWA Specification 504 Asphalt Surfacing.

Bitumen Emulsion

Bitumen emulsion to be used as the primerseal coat with a 7mm aggregate during the preparation of the surface prior to the laying of open or dense graded asphalt shall be cationic slow setting emulsion grade CSS/170 60 or cationic rapid setting emulsion grade CRS/170 60, both conforming to AS1160.

Aggregate

Crushed aggregate, including its source rock, and screened or crushed lateritic aggregate shall meet the requirements of Main Roads WA Standard 71-06-135. Coarse and fine aggregate used in the manufacture of asphalt shall consist of crushed rock material.

Hot mix Asphalt

Prior to the commencement of the contract, the Contractor shall develop a hotmix asphalt design for approval by the Superintendent's Representative which results in a finished surface free from any voids and tightly bound (**HOLD POINT**). The design shall also take into account and make allowance for the climatic conditions, traffic volumes as well as the aggregate sealing works that will follow.

A1.9 Bituminous Surfacing

A1.9.1 General

The appropriate bituminous surfacing treatment shall be applied in accordance with the requirements of MRWA Specification 503 **BITUMINOUS SURFACING**.

The Contractor shall ensure that the nominated aggregate source is sampled and tested to establish the aggregate ALD’s (10 and 14mm). The tests must be taken at some time after the contract start date and before the sealing works.

A1.9.2 Application Rates

Typical application rates are shown in the tables below. Please note that the contractor is responsible for the actual seal design and is required to provided this to the Superintendent for approval prior to works commencing (**HOLD POINT**). The actual application rates may vary and are subject to verification of the actual ALD of the proposed sealing aggregates.

Surface Type	Binder Composition % by Volume				Binder Application Rate BAR @ 15°C (L/m ²)
	Class 170 Bitumen	PMB S20E	Medium Curing Cutting Oil	Slow Curing Cutting Oil	
Primerseal (under asphalt)	-	-	-	-	0.95
Reseal 14mm (C170)	100	-	-	-	1.9
Reseal 14mm (PMB)	-	100	-	-	1.9
Reseal 10mm	100	-	-	-	1.6

Table A1.9.2A – Binder Composition and Application Rates

Surface type	Cover material and size (mm)	Aggregate spread rate (m ² /m ³)
Primerseal (under asphalt)	7mm	130
Reseal	14mm	100
Reseal	10mm	140

Table A1.9.2B – Aggregate Spread Rates

A1.9.3 Seal Design

The Contractor shall submit Preliminary Seal Design details to the Superintendent for review not less than 2 weeks before any materials are delivered to site (**HOLD POINT**).

All aspects of the Preliminary Seal Design shall comply with current Austroads Guidelines. The Seal Design submission shall identify sufficient information to allow for checking against Austroads guidelines. This includes ALD test certificates of the proposed aggregates. The ALD test certificates shall not be more than 6 weeks old.

The Superintendent shall respond to the design submission within 1 week of receipt, advising acceptance, rejection or proposed amendment.

The Preliminary Seal Application needs to make due allowance for actual surface texture depth and the variances that may be encountered on site

It is acknowledged that Preliminary Seal Designs submitted to the Principal may require some variance at the time of spraying - to cater for any site conditions at variance with those on which the preliminary seal design was based.

Responsibility for the final design application shall rest with the Contractor unless directed otherwise by the Superintendent.

The Principal will only make payments based on the preliminary seal designs submitted by the Contractor and accepted by the Superintendent and any seal design variations **duly approved on site (in writing)** by the Superintendent.

All bitumen application rates shall be expressed only in terms of “ .. litres per square metre @15° C”

A1 READ AND KEEP THIS PART

Seal Type	Location	Design Responsibility
Reseal	All Works	Contractor
Primerseal (under asphalt)	All Works	Contractor

Table A1.9.3 – Design responsibility

A1.10 Asphalt Works

A1.10.1 Annexure 201a Testing

A summary of the main testing requirements for asphalt are shown in the table below.

PRODUCT / PROCESS	QUALITY VERIFICATION REQUIREMENT	MINIMUM TESTING FREQUENCY
Asphalt	FOR CONTROL OF COMPACTION: Percent Marshall Density	6
	In-situ Air Void content	6

Table A1.10.1 - Asphalt testing requirements

A1.10.2 Annexure 504b Asphalt Details

The tables below provide the Marshall properties for the nominated Dense Graded Asphalt (75 blow compaction) which will be used as the basis of the mix assessment.

Parameter	Min	Max
Marshall Stability	8.0kN	
Marshall Flow	2.00mm	4.00mm
Air Voids (WA 733.1):		
nominal 10mm	4.0%	7.0%
Voids in Mineral Aggregate:		
nominal 10mm	15.0%	

A1 READ AND KEEP THIS PART

Australian Standard (AS 1152)	Nominal 10mm Granite
Sieve mm	(Percentage Passing)
26.50	
19.00	
13.20	100
9.50	95 - 100
6.70	78 - 88
4.75	63 - 73
2.36	40 - 48
1.18	25 - 32
0.600	18 - 24
0.300	12 - 17
0.150	8 - 12
0.075	3 - 5
Binder Content (by percentage mass of whole mixture)	5.4% ± 0.3% (Class 170 Bitumen)
Hydrated Lime (by percentage mass of total aggregate)	1.5%

Table A1.10.2 - Nominal asphalt details

The Contractor is required to detail a specific mix design for the nominated asphalt treatment **(HOLD POINT)**.

A1.11 Property Damage

The Contractor shall implement a strategy to ensure that no damage is caused to public or private property, including services, during the works. The contractor shall be held wholly liable for any damage to public or private property, including services.

A1.12 Variations

The contractor shall not vary the works described within the RFT unless specifically directed in writing by the Superintendent.



Request for Tender

Request for Tender:	RURAL ROADS RECONSTRUCTION 2025-26
Deadline:	<i>2PM AWST TUESDAY 11 NOVEMBER 2025</i>
Address for Delivery:	TENDER SUBMISSIONS WILL ONLY BE ACCEPTED VIA EMAIL: tenderbox@greenfieldtech.com.au NO OTHER FORMAT OF SUBMISSION WILL BE ACCEPTED
RFT Number:	RFT02-2025.26

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The information that follows on this page has been prepared to assist tenderers ensure that they have provided all information required. It is the tenderers' sole responsibility to ensure they have read this request thoroughly and provided all information required. Any details requested in this tender request, including the schedules below that are not submitted will affect the score in the relevant assessment criteria. Additionally, a lack of detail in the relevant information for each schedule will also affect the score in the relevant assessment criteria.

PART 6 - TENDERER'S OFFER: *Tenderers must complete and return this Part 6 with their tender submission.*

SCHEDULE 1 – FORMAL OFFER

SCHEDULE 2 – STATEMENT OF CONFORMITY

SCHEDULE 3 – LOCAL PREFERENCE: *Tenderer to nominate whether they are eligible for consideration under the Shire's Local Preference Policy and, if so, why.*

SCHEDULE 4 – REFEREES: *The referees provided must be related to the previous projects listed in Schedule 5.*

SCHEDULE 5 – RELEVANT PAST EXPERIENCE: *Only details of previous projects involving the construction of similar sealed pavement and drainage works on PUBLIC roads in similar locations should be provided in this schedule. Projects that involve the supply of dry or wet hire to a separate head civil roadworks contractor should be clearly noted separately.*

SCHEDULE 6 – CURRENT PROJECT COMMITMENTS: *Tenderers need to nominate when other projects will be completed and when the tenderer is available to commence work with a full suite of plant and personnel.*

SCHEDULE 7 – KEY PERSONNEL: *The specific details for the key personnel involved in completing the work should be provided along with a high-level summary of their experience in similar work.*

SCHEDULE 8 – INSURANCES: *The relevant insurance information needs to be provided in this schedule. A failure to supply current insurance details in this schedule will mean the tender will be deemed non-conforming and not accepted for assessment.*

SCHEDULE 9 – NOMINATED SUBCONTRACTORS: *Any subcontractors that the tenderer proposes to use must be nominated in this schedule.*

1 GENERAL INFORMATION FOR TENDERERS

1.1 General

This PART 1 provides Tenderers with a brief description of the services required and a background to the Tender process. If there is any conflict between it and the detailed Specifications in the later Sections of these documents, the requirements in the later Sections shall have precedence.

This Request for Tender is comprised of the following parts:

- Part 1 – General Information for Tenderers (read and keep this part)
- Part 2 – Conditions of Tendering (read and keep this part)
- Part 3 – Instrument of Agreement (read and keep this part)
- Part 4 – General Conditions of Contract (read and keep this part)
- Part 5 – Special Conditions of Contract (read and keep this part)
- **Part 6 – Tenderer’s Offer and Responses (complete and return this part)**
- **Part 7 – Tender Response Schedules (complete and return this part including all schedules)**
- Part A1 – A2 – Appendices (read and keep these parts)

Separate Documents

- Addenda and any other special correspondence issued to Tenderers by the Principal.
- Any other policy or document referred to but not attached to the Request

1.2 Contract Requirements in Brief

Suitably resourced, skilled and experienced contractors are invited to submit a tender to complete sealed pavement reconstruction and associated drainage works within the Shire. The scope includes:

- Reconstruction of Coorow Latham Rd Slk 15.17 – 16.15
 - Pavement and spray seal surfacing works
- Reconstruction of Bunjil Carnamah Rd Slk 12.13 – 12.43 (including intersection with Dring Rd)
 - Stabilised pavement and spray seal surfacing works

Part 1 READ AND KEEP THIS PART

- Replacement of existing failing drainage culvert
- *Provisional item: asphalt surfacing at the intersection of Bunjil Carnamah Rd / Dring Rd*
- Sourcing of all materials in accordance with specifications
- All other activities required for the works, including traffic management

1.3 Contract Objectives

The Objectives of the Contract include the following:

- To complete the scope of work in accordance with the project specifications.
- To undertake the works in a safe, cost-effective and efficient manner to achieve an acceptable standard of performance in accordance with industry standards and standards required by this specification.
- To maintain regular and effective communication between the Contractor, Superintendent and Principal to ensure a high quality and standard of all works required under the contract.
- To ensure compliance with all Shire of Perenjori's purchasing and procurement policies as well as the Shire's Disability Access Inclusion Plan. Refer to the Shire's website for further information.

1.4 Definitions

Below is a summary of some of the important defined terms used in this Request:

Attachments:	The documents you attach as part of your Tender.
Contractor:	Means the person or persons, corporation or corporations whose Tender is accepted by the Principal, including the executors or administrators, successors and assignments of such person or persons, corporation or corporations.
Deadline:	The deadline for lodgement of your Tender as detailed on the front cover of this Request.
General Conditions of Contract:	Means the Australian Standard AS 2124-1992: General Conditions of Contract as detailed in Part 4.
Offer:	Your offer to complete the Works in accordance with the Contract.

Part 1 READ AND KEEP THIS PART

Principal:	Shire of Principal
Request OR RFT OR Request for Tender:	This document.
Selection Criteria:	The Criteria used by the Principal in evaluating your Tender.
Specification:	The specification nominated in Appendix 1 and any subsequent changes approved by the Superintendent.
Superintendent:	TBA
Tender:	Completed Offer form, Response to the Selection Criteria and Attachments.
Tenderer:	Someone who has or intends to submit an Offer to the Principal.
Works or Services:	Means the whole of the Works to be executed in accordance with the Contract, including approved variations, which by the Contract is to be handed over to the Principal.

1.5 Scope of Work

The Shire's 2025-26 rural road program involves the reconstruction of specific segments of two rural roads. The specific details are provided in the pricing schedule, specifications and contract drawings.

In general, the work comprises:

- Coorow Latham Rd
 - Slk 15.17 - 16.15
 - Break up the existing seal using a Recycler / Stabiliser. The broken-up seal can be left in place to be incorporated into the remixed pavement.
 - Top up the existing pavement with 70mm of imported gravel.
 - Using a Recycler / Stabiliser, mix the imported and existing gravel to a depth of 150mm x approx. 9m wide, compact and trim to form a reconstructed pavement layer. The cross-sectional profile will match the existing profile.

Part 1 READ AND KEEP THIS PART

- Construct a 7.2m wide 2 coat seal (14/10mm) on the newly constructed pavement (including seal design, supply, spray and cover).
- Bunjil Carnamah Rd
 - Slk 12.13 – 12.43 (also includes Dring Rd Slk 8.15 – 8.19)
 - Remove the existing 2 x 600mm culvert at Slk 12.29 and dispose to an approved location
 - Construct new 2 x 600mm RCP culvert structure (14m total length) + new precast headwalls. Work includes all backfilling and pavement reconstruction as per specifications.
 - Break up the existing seal using a Recycler / Stabiliser. The broken-up seal can be left in place to be incorporated in the remixed pavement.
 - Top up the existing pavement with 70mm of imported gravel.
 - Using a Recycler / Stabiliser, mix the imported and existing gravel to a depth of 150mm x approx. 9m wide, compact and trim to form a reconstructed pavement layer. Cement stabilise the reconstructed pavement with 2% (by mass) cement. The cross-sectional profile will match the existing profile.
 - Construct a 7.2m wide 2 coat seal (14/10mm) on the newly constructed pavement.
 - **PROV ITEM: Asphalt surfacing (40mm dense graded) for the extent of the Bunjil Carnamah Rd / Dring Rd intersection (approx. 1,100m²).**

Whilst the Shire aims to complete all work described above, the Shire may need to vary the scope to accommodate the available budget at its absolute discretion without penalty.

2 CONDITIONS OF TENDERING

The applicable General Conditions of Contract, as referred to in this Request, are contained in Section 3. Tenderers are to ensure they have read and understood the General Conditions of Contract and shall include in their tendered price the cost of complying with the General Conditions of Contract.

2.1 How to Prepare Your Tender

- a) Carefully read all parts of this document
- b) Ensure you understand the Requirements
- c) Complete and return the Offer (Part 6) and Schedules (Part 7) in all respects and include all Attachments
- d) Make sure you have signed the Offer form and responded to all the Selection Criteria
- e) Lodge your Tender before the Deadline

2.2 Contact Persons

All clarifications and queries must be lodged via Tenderlink.

2.3 Tender Briefing / Site Inspection

The Principal does not intend to conduct a tender briefing / site inspection. The Principal strongly recommends that prospective tenderers make themselves aware of the Shire and its environment prior to submitting a tender.

2.4 Lodgement of Tenders and Delivery Method

The tender must be lodged by the Deadline.

The Deadline for this request is **2.00PM TUESDAY 11 NOVEMBER 2025.**

Tenderers shall address and clearly label their tender submission as **Shire of Perenjori – RFT02-2025.26 RURAL ROAD RECONSTRUCTION 2025-26**

All tenders must be submitted prior to the deadline via email:

tenderbox@greenfieldtech.com.au

NO OTHER FORMAT OF SUBMISSION WILL BE ACCEPTED.

It is the tenderer's responsibility to ensure timely and complete delivery of any submission document. Tenders will not be accepted after the nominated closing date and time, or a revised closing date and time notified in writing to all Tenderers.

2.5 Rejection of Tenders

A Tender will be rejected without consideration of its merits in the event that it is not submitted before the Deadline and may be rejected without consideration of its merits in the event that:

- a) It is not submitted at the place specified in the Request; or
- b) It fails to comply with any other requirements of the Request.

2.6 Late Tenders

Tenders received after the Deadline will not be accepted for evaluation.

2.7 Acceptance of Tenders

Unless otherwise stated in this Request, Tenders may be for all or part of the Requirements and may be accepted by the Principal either wholly or in part. The Principal is not bound to accept the lowest Tender and may reject any or all Tenders submitted.

2.8 Customs Duty

The Tenderer shall allow for any customs duty and premise applicable to all imported materials, plant and equipment required in connection with the works in its Tender.

2.9 Site Allowances

This contract is not subject to adjustment for Site allowances.

2.10 Disclosure of Contract Information

Documents and other information relevant to the contract may be disclosed when required by law under the *Freedom of Information Act 1992* or under a Court order.

All Tenderers will be given the particulars of the successful Tenderer (s) or be advised that no Tender was accepted.

2.11 Tender Validity Period

All Tenders will remain valid and open for acceptance for a minimum period of ninety (90) days from the Deadline or forty-five (45) days from the Principal's resolution for determining the Tender, whichever is the later unless extended on mutual agreement between the Principal and the Tenderer in writing.

2.12 Precedence of Documents

In the event of there being any conflict or inconsistency between the terms and conditions in this Request and those in the General Conditions of Contract, the terms and conditions appearing in this Request will have precedence.

2.13 Discrepancies, Errors and Emissions

Should Tenderers find:

- any discrepancy, error or omissions in the Tender Documents; or
- the Tender documents are at variance with laws, ordinance, rules and regulations bearing on the conduct of the work;

they shall notify the Contact Person promptly in writing thereof, before the Deadline.

Any work performed contrary to such laws, ordinances, rules and regulations will not be accepted.

2.14 Statutory Requirements

Tenderers shall make allowance to provide evidence that the work to be undertaken or completed or in progress satisfies all relevant statutory requirements. All materials, equipment, and work methods proposed by the Tenderer shall comply with the Work Health and Safety requirements presently in force within Western Australia.

2.15 Conformity of Tenders

Tenderers shall submit a Conforming Tender fully in accordance with the Tender Documents.

In addition to a Conforming Tender, a Tenderer may submit one or more Alternative / Non-Conforming Tenders, except for those parts of the Works where it is stated in the Documents that alternatives will not be considered.

Any tender submission made subject to conditions/clarifications/critical assumptions that modify/change/alter any of the following:

- General Conditions of Contract
- Special Conditions of Contract
- Contract Specifications and/or Drawings

will be considered an Alternative / Non-Conforming Tender, regardless of whether it is marked Alternative Tender or not.

For an Alternative/Non-Conforming Tender to be considered, it must be accompanied by a Conforming tender submission that fully addresses all the requirements of the RFT.

Any Alternative/Non-Conforming Tender submission that is submitted without a fully Conforming tender submission may be rejected.

The Principal may, in its absolute discretion, reject any Alternative/Non-Conforming Tender as invalid.

Alternative/Non-Conforming Tenders must offer a significant advantage to the Principal over conforming tenders, if they are to be considered by the Principal.

2.16 Tenderers to Inform Themselves

Tenderers will be deemed to have:

- a) examined the Request and any other information available in writing to Tenderers for the purpose of tendering;
- b) examined all further information relevant to the risks, contingencies, and other circumstances having an effect on their Tender which is obtainable by the making of reasonable enquires;
- c) satisfied themselves as to the correctness and sufficiency of their Tenders including tendered prices which will be deemed to cover the cost of complying with all the Conditions of Tendering and of all matters and things necessary for the due and proper performance and completion of the work described therein;
- d) acknowledged that the Principal may enter into negotiations with a chosen Tenderer and that negotiations are to be carried out in good faith; and
- e) satisfied themselves they have a full set of the Request documents and all relevant attachments.

2.17 Alterations

The Tenderer must not alter or add to the Request documents unless required by these Conditions of Tendering.

The Principal will issue an addendum to all registered Tenderers where matters of significance make it necessary to amend or supplement the issued Request documents before the Deadline.

2.18 Risk Assessment

The Principal may have access to and give consideration to:

- a) any risk assessment undertaken by any credit rating agency;
- b) any financial analytical assessment undertaken by any agency; and
- c) any information produced by the Bank, financial institution, or accountant of a Tenderer;

so as to assess that Tender and may consider such materials as tools in the Tender assessment process.

Tenderers may be required to undertake to provide to the Principal (or its nominated agent) upon request all such information as the Principal reasonably requires to satisfy itself that Tenderers are financially viable and have the financial capability to provide the Services for which they are submitting and meet their obligations under any proposed Contract.

The Principal reserves the right to engage (at its own cost) an independent financial assessor as a nominated agent to conduct financial assessments under conditions of strict confidentiality. For this assessment to be completed, a representative from the nominated agent may contact you concerning the financial information that you are required to provide.

The financial assessment is specifically for use by the Principal for the purpose of assessing Tenderers and will be treated as strictly confidential.

2.19 Evaluation Process

This is a Request for Tender.

Your Tender will be evaluated using information provided in your Tender.

The following evaluation methodology will be used in respect of this Request:

- a) Tenders are checked for completeness and compliance. Tenders that do not contain all information requested (e.g. completed offer form, attachments and any other information and/or documentation requested within this tender) may be excluded from evaluation.
- b) Any tender deemed to be an Alternative / Non-Conforming Tender that is not accompanied by a fully Conforming tender may also be excluded from evaluation.
- c) Compliant tenders are assessed against the Selection Criteria. Contract costs are evaluated (e.g. tendered prices) and other relevant whole of life costs are considered.
- d) The most suitable Tenderers may be shortlisted and may also be required to clarify their Tender, make a presentation, demonstrate the product/solution offered and/or open premises for inspection. Referees may also be contacted prior to the selection of the successful Tenderer.

A Contract may then be awarded to the Tenderer whose Tender is considered the most advantageous Tender to the Principal.

The Principal reserves the right to take into consideration any feature of a tender that provides a benefit to the Shire of Perenjori and the community. Further, the Principal also reserves the right to take into consideration the Tenderer's past performance on any

previous projects undertaken for the Shire. Any additional features or past performance will be evaluated in accordance with the value-for-money assessment process outlined within.

2.20 Confidentiality of Submission Information

The Principal will treat all information provided in a Tender submission as confidential and will not use it other than for purposes of, or related to, the Tender evaluation or as otherwise required by law.

Documents and other information relevant to a Tender may be disclosed when required by law, such as under the Freedom of Information Act 1992, the Local Government Act 1995, the Local Government (Functions and General) Regulations 1996 or under a court order documents and other information relevant to the contract may be disclosed when required by law under the Freedom of Information Act 1982 or under Court Orders.

All Tenderers will be given particulars of the successful Tenderer or advised that no Tender was accepted

2.21 Property and Copyright in Request Documents

All intellectual property, including patents, copyright, trademarks, know-how, technical information and confidential information in or attaching to this Request shall remain the property of the Principal. A Tenderer shall not use any of the information in this Request for any purpose other than the preparation of its Tender submission

2.22 Compliance Criteria

The criteria detailed in Section 6.2 will not be point scored. Each Tender will be assessed by the Principal on a Compliant/Non-Compliant basis as to whether the criterion is satisfactorily met. An assessment of “Non-Compliant” against any criterion may eliminate the Tenderer from consideration.

Tenderers are advised that any tender submission that is made subject to conditions/clarifications/critical assumptions that modify/change/alter any of the following:

- General Conditions of Contract
- Special Conditions of Contract
- Contract Specifications and/or Drawings

will be considered an Alternative Tender, regardless of whether it is marked Alternative Tender or not. Alternative Tenders that have been submitted without a Conforming Tender that fully complies with all the requirements of the RFT will be considered as a non-

Part 2 READ AND KEEP THIS PART

conforming tender, even if the tenderer has marked otherwise in the criteria detailed in Section 6.2.

Compliant tenders will proceed to be evaluated against the selection criteria.

2.23 Selection Criteria

The Contract will be awarded to a sole Tenderer who best demonstrates the ability to provide quality services at a competitive price. The tendered prices will be assessed together with qualitative and compliance criteria to determine the most advantageous outcome to the Principal.

The Principal has adopted a “best value for money” approach to this Request.

This means that, although the price is considered, the Tender containing the lowest price will not necessarily be accepted, nor will the Tender rank the highest on the qualitative criteria.

The Selection Criteria is comprised of the following components:

Criteria	Weighting
Relevant Experience	25%
Key personnel skills and experience	25%
Capacity to undertake work and tenderer’s resources	25%
Demonstrated understanding and methodology	25%

2.24 Qualitative Criteria (100%)

In determining the most advantageous Tender, the Evaluation Panel will score each Tender against the qualitative criteria as detailed within Section 6.3.1 of this document.

Tenderers must address each qualitative criterion. Information that you provide addressing each qualitative criterion will be point scored by the Evaluation Panel.

Failure to provide the required information may result in the tender only achieving a low score.

Before responding to the following qualitative criteria, Tenderers must note the following:

- All information relevant to your answer to each criterion are to be contained within your Tender

Part 2 READ AND KEEP THIS PART

- Tenderers are to assume that the Evaluation Panel has no previous knowledge of your organisation, its activities or experience
- Tenderers are to provide full details for any claims, statements or examples used to address the qualitative criteria
- Tenderers are to address each issue outlined within the qualitative criterion

A scoring system will be used as part of the assessment of the qualitative criteria. Unless otherwise stated, a Tender that provides all the information requested will be assessed as satisfactory. The extent to which a Tender demonstrates greater satisfaction of each of these criteria will result in a greater score. The aggregate score of each Tender will be used as one of the factors in the final assessment of the qualitative criteria and the overall assessment of value for money.

2.25 Price

Price is a non-weighted criterion. The tender evaluation will make a series of value judgements based on the capability of Tenderers to complete the requirements and various other factors, including

- The qualitative rank of each Tenderer
- The pricing submitted by each Tenderer
- The Principal's regional price preference policy

The lowest price tender will not necessarily be the most favourable or preferred tender.

The Tenderer is to complete the Price Schedules given in Section 6.3.3.

Before completing the Price Schedule, Tenderers should ensure they have read this entire Request.

2.26 Price Basis

This is a FIXED LUMP SUM Contract. The value of the Fixed Price Lump Sum is not inclusive of the Provisional Items or Provisional Quantities.

All prices for products/services offered under this RFT Request are to be fixed for the term of the Contract.

Tendered prices are EXCLUSIVE of Goods and Services Tax (GST).

Unless otherwise indicated, prices tendered must include all applicable levies, duties, taxes and charges. Any charge not stated in the Tender, as being additional, will not be allowed as a charge for any transaction under any resultant Contract.

There is no provision for rise and fall within this Contract.

2.27 Regional Price Reference

Tenderers for the contract may be afforded a preference in accordance with Regulation 24(A-G) of the Local Government (Functions and General) Regulations and the Shire of Perenjori's Regional Price Preference Policy. This is available from the Shire's website: <https://www.perenjori.wa.gov.au/documents/92/policy-manual>.

Tenderers have the opportunity to claim a Regional Price preference by indicating as such in Schedule 3.

It is the sole responsibility of the tenderer to nominate how their tender is eligible for consideration under the Shire's Regional Price Preference Policy.

Tenderers must not assume any prior knowledge of the Shire and/or the Tender Evaluation Panel. A failure to specifically state what elements of a tender are eligible for regional price preference may result in that tender not being considered for preference under the policy.

2.28 Ownership of Tenders

All documents, materials, articles and information submitted by the Tenderer as part of or in support of the Tender will become upon submission the absolute property of the Principal and will not be returned to the Tenderer at the conclusion of the Tender process provided that the Tenderer be entitled to retain copyright and other intellectual property rights therein, unless otherwise provided by the Contract.

2.29 Canvassing of Officials

If the Tenderer, whether personally or by an agent, canvasses any of the Principal's Commissioners or Councillors Officers (as the case may be) with a view to influencing the acceptance of any Tender made by it or any other Tenderer, then regardless of such canvassing having any influence on the acceptance of such Tender, the Principal may at its absolute discretion omit the Tenderer from consideration.

2.30 Identity of the Tenderer

The identity of the Tenderer and the Contractor is fundamental to the Principal. The Tenderer will be the person, persons, corporation or corporations named as the Tenderer in Schedule 1 and whose execution appears on the same schedule. Upon acceptance of the Tender, the Tenderer will become the Contractor.

2.31 Costs of Tendering

The Principal will not be liable for payment to the Tenderer for any costs, losses or expenses incurred by the Tenderer in preparing their Offer.

2.32 Tender Opening

Tenders will be opened in the office's of Greenfield Technical Services via authorised representatives of the Shire of Perenjori , on or as soon as practicable after the advertised Deadline in accordance with all local government purchasing and tendering regulations. All Tenderers and members of the public may attend or be represented at the opening of Tenders. Those who intend on attending the tender opening are requested to notify the tender's nominated contact person prior to the tender deadline.

The names of the persons who submitted a Tender by the due Deadline will be read out at the Tender Opening. No discussions will be entered into between Tenderers and the Principal's officers present or otherwise, concerning the Tenders submitted.

2.33 In House Tenders

The Principal does not intend to submit an In-House Tender.

3 INSTRUMENT OF AGREEMENT

THIS AGREEMENT made the day of 20 between the **Shire of Perenjori** in the State of Western Australia (hereinafter called 'the Principal') of the one part and

(hereinafter called 'the Contractor') of the other part

WHEREAS the Principal is desirous that certain Works should be undertaken, namely:

Contract: **RFT02-2025-26 RURAL ROAD RECONSTRUCTION 2025-26**

and has accepted a Tender by the Contractor for the undertaking completion maintenance of such Works NOW THIS AGREEMENT WITNESSETH and the parties hereto mutually agree as follows:

1. In this Agreement words and expressions shall unless the context otherwise requires have the same meanings as are respectively assigned to them in the General Conditions of Contract hereinafter referred to.
2. The following documents shall be deemed to form and be read and construed as part of this Agreement, viz:
 - (a) AS2124-1992 General Conditions of Contract
 - (b) Special Conditions of Contract
 - (c) Tender Submission Document including any correspondence between Principal and Contractor prior to Acceptance
 - (d) Principal's Authorisation
 - (e) Tender Specifications and Drawings
 - (f) Notice of Award of Contract
3. In consideration of the Agreements on the part of the Principal in this Agreement set forth the Contractor will supply the goods in conformity in all respects with the provisions of the Contract and will perform, fulfil, comply with, submit to and observe all and singular the provisions, conditions, stipulation and requirements and all matters and things expressed or shown in or reasonably to be inferred from the Contract and which are to be performed, fulfilled, complied with, submitted to, or observe by or on the part of the Contractor.

Part 3 READ AND KEEP THIS PART

- 4. In consideration of the Agreements on the part of the Contractor in this Agreement set forth the Principal will make payments to the Contractor in accordance with the provisions of the Contract and will perform, fulfil, comply with, submit to and observe all and singular the provisions, conditions, stipulation and requirements and all matters and things expressed or shown in or reasonably to be inferred from the Contract and which are to be performed, fulfilled, complied with, submitted to or observed by or on the part of the Principal.
- 5. If any party to this Agreement consists of one or more persons and one or more Corporations or two or more persons or two or more Corporations this Agreement shall bind such person or persons and such Corporation or Corporations or such persons or Corporations (as the case may be) and their respective Executors, Administrators, Successors and permitted Assigns (in the case of the Contractor) and Assigns (in the case of the Principal) jointly and severally and the person or persons and or Corporation or Corporations included in the term "Contractor" or the term "Principal" in this Agreement shall jointly be entitled to the benefit of the Contract and the Contract shall be read and construed accordingly.
- 6. This Agreement shall take effect according to its tenor notwithstanding any prior Agreement in conflict or at variance with it or any correspondence or documents relating to the subject matter of the Agreement which may have passed between the parties to the Agreement prior to its execution.

AS WITNESS HERETO the parties have executed this Agreement the day and year first above written.

SIGNED for and on behalf of THE PRINCIPAL

Name

.....

Signature

.....

Title

.....

Part 3 READ AND KEEP THIS PART

in the presence of

Name

.....

Signature

.....

Dated

.....

SIGNED for and on behalf of THE CONTRACTOR

Name

.....

Signature

.....

Title

.....

in the presence of

Name

.....

Signature

.....

Dated

.....

Part 4 READ AND KEEP THIS PART**4 GENERAL CONDITIONS OF CONTRACT**

The General Conditions of Contract are the Australian Standard AS 2124-1992: General Conditions of Contract.

4.1 Annexure to the Australian Standard General Conditions of Contract - Part A

This Annexure shall be issued as part of the tender documents and is to be attached to the General Conditions of Contract and shall be read as part of the Contract.

The law applicable is that of the State or Territory of: (Clause 1)	WESTERN AUSTRALIA
Payment under the Contract shall be made at: (Clause 1)	PERENJORI, WESTERN AUSTRALIA
The Principal: (Clause 2)	CHIEF EXECUTIVE OFFICER, Shire of Perenjori
The address of the Principal:	46 Fowler Street Perenjori WA 6620
The Superintendent: (Clause 2)	To be advised
The address of the Superintendent:	To be advised
Limits of accuracy applying to quantities for which the Principal accepted a rate or rates: (Clause 3.3 (b))	No limits
Bill of Quantities – the alternative applying: (Clause 4.1)	Alternative one
The time for lodgement of the priced copy of the Bill of Quantities: (Clause 4.2)	At time of tender
Contractor shall provide security in the amount of: (Clause 5.2)	Nil
The Principal shall provide security in the amount of: (Clause 5.2)	Nil
The period of notice required of a party's intention to have recourse to retention money and/or convert security: (Clause 5.5)	5 DAYS

Part 4 READ AND KEEP THIS PART

The percentage to which the entitlement to security and retention money is reduced: (Clause 5.7)	50%
Interest on retention money and security – the alternative applying: (Clause 5.9)	Alternative two
The number of copies to be supplied by the Principal: (Clause 8.3)	One
The number of copies to be supplied by the Contractor: (Clause 8.4)	One
The time within which the Superintendent must give a direction as to the suitability and return the Contractor's copies: (Clause 8.4)	14 days
Work which cannot be Subcontracted without approval: (Clause 9.2)	All work
The percentage for profit and attendance: (Clause 11 (b))	Not Applicable
The amount or percentage for profit and attendance: (Clause 11 (c))	Not Applicable
Insurance of the Works – the alternative applying: (Clause 18)	Alternative one
The assessment for insurance purposes of the costs of demolition and removal of debris: (Clause 18 (ii))	5% of the contract sum
The assessment for insurance purposes of consultants' fees: (Clause 18 (iii))	5% of the contract sum
The value of materials to be supplied by the Principal: (Clause 18 (iv))	Nil
The additional amount or percentage: (Clause 18 (v))	Not Applicable
Public Liability Insurance - the alternative applying: (Clause 19)	Alternative one
The amount of Public Liability Insurance shall be not less than: (Clause 19)	\$20,000,000

Part 4 READ AND KEEP THIS PART

The time for giving possession of the Site: (Clause 27.1)	30 days from tender award
The Date or period for Practical Completion: (Clause 35.2)	30 June 2026
Liquidated Damages per day: (Clause 35.6)	\$1,500 per day
Limit on Liquidated Damages: (Clause 35.7)	No Limit
Bonus per day for early Practical Completion: (Clause 35.8)	Nil
Limit of Bonus: (Clause 35.8)	Not Applicable
Extra costs for Delay or Disruption: (Clause 36)	Nil
The Defects Liability Period: (Clause 37)	12 months
The Charge for overheads, profit, etc. for Daywork: (Clause 41 (f))	Nil
Times for Payment Claims:(Clause 42.1)	Within 20 days of the receipt of an invoice approved by the Superintendent
Unfixed Plant and Materials for which payment claims may be made notwithstanding that they are not incorporated in the Works: (Clause 42.1(ii))	Nil

Part 4 READ AND KEEP THIS PART

Retention Money on: (Clause 42.3)	<p>(a) work incorporated in the Works and any work or items for which a different amount of retention is not provided, 10% of the value until 10% of the Contract Sum is held;</p> <p>(b) items on Site but not yet incorporated in the Works, 10%;</p> <p>(c) items off Site but in Australia 10%;</p> <p>(d) items not in Australia 10%;</p> <p>(e) disbursements incurred by the Contractor for customs duties, freight, marine insurance, primage, landing and transport in respect of the work under the Contract —%.</p>
Unfixed Plant or Materials – the alternative applying: (Clause 42.4)	Alternative three
The rate of interest on overdue payments: (Clause 42.9)	Current reserve bank overdraft rate + 1%
The delay in giving possession of the Site which shall be a substantial breach: (Clause 44.7)	3 months
The person to nominate an arbitrator: (Clause 47.3)	Chairman of the Institute of Arbitrators Australia, WA Chapter
Location of arbitration: (Clause 47.3)	PERTH, WESTERN AUSTRALIA

4.2 Annexure to the Australian Standard General Conditions of Contract - Part B

NOTE: This table is intended for easy reference to clauses that may have been deleted, amended or added to Australian Standard 2124-1992

- 1. The following Clauses have been deleted from the General Conditions in AS2124—1992:**
 Clause 4.4 *Refer to Special Conditions of Contract Sections SCC5*
- 2. The following Clauses have been amended and differ from the corresponding Clauses in AS2124—1992:**
 Clause 5.9, 42.1 and 46.1. *Refer to Special Conditions of Contract Sections SCC18, SCC17 and SCC3 respectively.*

Part 4 READ AND KEEP THIS PART

- 3. The following Clauses have been added to those of AS 2124—1992:**
Refer to Special Conditions of Contract Sections SCC1, SCC2, SCC4 to SCC16 and
SCC19

5 SPECIAL CONDITIONS OF CONTRACT

5.1 SCC 1 Patent Rights & Royalties

The Contractor shall save harmless and indemnify the Principal from and against all claims and proceedings for or on account of infringement of any patent rights, design, trade mark or name or other protected rights in respect of any machine, plant, work, material or thing, system or method of using, fixing, working or arrangement used or fixed or supplied by the Contractor in connection with the execution of the Contract and from and against all claims, demands, proceedings, damages, costs, charges and expenses whatsoever in respect thereof or in relation thereto.

5.2 SCC 2 Rise and Fall in Costs

Unless otherwise stated in the Contract, the Contract shall not be subject to adjustment for rise and fall in costs.

5.3 SCC 3 Notification of Claims (Cl. 46.1 AS 2124: 1992)

In the first paragraph of clause 46.1 of the General Conditions of Contract, delete “28” and replace with “14”.

In the second paragraph of clause 46.1 of the General Conditions of Contract, delete “42” and replace with “21”.

5.4 SCC 4 Management Requirements

5.4.1 SCC 4.1 Traffic Management

No works shall commence until the contractor submits a traffic management plan for the approval of the Superintendent as per AS1742.3 and MRWA Code of Practice. The works are to be constructed with minimum interference to traffic.

An appropriate construction programme needs to be approved by the Superintendent prior to the commencement of works.

5.4.2 SCC 4.2 Occupational Health and Safety

No works shall commence until the Contractor submits a safety management plan to the approval of the Superintendent. The Contractor shall ensure that the site is maintained in a safe condition at all times during the course of the works and generally satisfy the management requirements nominated in Occupational Health and Safety Act 1984 and Regulations 1996.

5.4.3 SCC 4.3 Quality

The Contractor shall develop the following;

- Program of work
- Inspection and Test Plan
- Hold Point Register
- List of Nominated Sub-contractors

All earthworks and pavements shall be tested and certified by a NATA registered laboratory. The type and frequency of testing shall be as outlined in the relevant sections of Appendix 1.

5.5 SCC 5 Errors in Bills of Quantities (Cl. 4.4 of AS2124: 1992)

Delete all of clause 4.4.

5.6 SCC 6 Pricing Schedule

The Contractor acknowledges that the Principal has entered the Contract reliant on the Contractor having prepared an accurate Pricing Schedule for the works required under the Contract.

The signing of the Instrument of Agreement by the Contractor is deemed to be an acknowledgment that the quantities detailed in the submitted Pricing Schedule (Section 6.3.3 of the Tender Response) are correct and that no future claim will be made with respect to the accuracy of quantities.

This sub clause does not preclude the Contractor from making a claim under Clause 40.5 in the event that the scope is varied as directed by the Superintendent.

5.7 SCC 7 Pre-Conditions to Commencing Works

The Contractor shall not commence the Works until the Superintendent has notified the Contractor that the following document is approved:

- the Insurances required by the Contract
- the Contractor's Construction/Works Program,
- the Contractor's Traffic Management Plan,
- the Contractor's Safety Plan,
- the Contractor's Environmental Plan, and
- the Contractor's Project Quality and Inspection Test Plans.

This approval is conditional on the Contractor complying with any subsequent instructions from the Superintendent to amend the plans, within a time limit specified by the Superintendent.

The initial submission of each of the above documents shall be no later than 14 calendar days prior to taking possession of the site.

5.8 SCC 8 Quality System

Notwithstanding any statements to the contrary in the Contractor's Quality Manual or Quality Plan, no part of the Quality System shall be used to pre-empt, preclude or otherwise negate either technical or any other requirements of the Contract Documents.

Quality System Procedures shall be used as an aid to achieve conformance with the Contract Document, and documenting such conformance, and in no way shall they relieve the Contractor of his responsibility to comply with the Contract Documents.

5.9 SCC 9 Access to Work

The Contractor shall at all reasonable times give to the Principal and to the Superintendent and to any other persons authorised in writing by the Principal or by the Superintendent access to the work under the Contract and should provide every reasonable facility necessary for the supervision, examination and testing of any work or materials for the Contract, including the provision of surveillance and audits of the Contractor's Quality Plan and Safety Plan (where applicable), at any place where any such work is being or is to be carried out or materials are prepared.

5.10 SCC 10 Industrial Matters

The Contractor is responsible for the conduct of all proceedings, conferences, negotiations and dealings with unions and union representatives, regarding industrial matters arising in relation to the performance of the Works but the Contractor shall keep the Superintendent fully informed of all such matters and shall not commence negotiations or make any offer of settlement or finalise an arrangement with a union without prior consultation with and having the consent of the Superintendent.

The Contractor shall observe the requirements of all relevant industrial awards and shall immediately notify the Superintendent if a strike or any other form of industrial unrest occurs and provide full details if requested.

5.11 SCC 11 Goods and Services Tax (GST)

5.11.1 SCC 11.1 GST Exclusive Amounts

Except where specified, all amounts in this Contract are GST exclusive and subject to this clause.

5.11.2 SCC 11.2 Payment in Respect of Contractor's GST Liability

- If this Contract relates to work for which the Principal accepted a lump sum, the Principal's maximum liability to pay or reimburse the Contractor under this clause for GST (subject to any Variations approved in accordance with this Contract) will be limited to the amount stated for GST in the price schedule.
- If this Contract relates to work for which the Principal accepted rates, the Principal's maximum liability to pay or reimburse the Contractor under this clause for GST (subject to any Variations approved in accordance with this Contract) will be limited to 10% of the sum ascertained by multiplying the measured quantity of each section or item of work actually carried out under the Contract by the rate accepted by the Principal for the section or item.
- In addition to any other consideration or payment obligation of the Principal of a Supply in connection with this Contract, the Principal shall pay to the Contractor or reimburse the Contractor for any GST the Contractor shall pay:
 - on any Supply made by the Contractor in connection with this Contract; and
 - in relation to any aspect of this Contract.
- Notwithstanding any other provision of this Contract, the Contractor will not be entitled to recover from the Principal any amount in respect of GST relating to work under the Contract where the costs of that work are to be borne by the Contractor for any reason.

5.11.3 SCC 11.3 Payment in Respect of Principal's GST Liability

In addition to any other consideration or payment obligation of the Contractor of a Supply in connection with this Contract, the Contractor shall pay to the Principal or reimburse the Principal for any GST the Principal shall pay:

- on any Supply made by the Principal in connection with this Contract; and
- in relation to any aspect of this Contract.

5.11.4 SCC 11.4 Time for Payment - By the Principal

The Principal shall pay or reimburse the Contractor for GST at the same time as the payment obligation to which the GST relates, provided that the Contractor has first provided a Tax Invoice in respect of that GST.

Notwithstanding any other provision of this Contract, the Contractor will not be entitled to recover from the Principal any amount in respect of GST the Contractor has paid or is liable

to pay in relation to or in connection with any outgoing, expense or cost paid or payable by the Contractor, if the Contractor is entitled to receive a credit for that GST.

5.11.5 SCC 11.5 Time for Payment - By the Contractor

The Contractor shall pay or reimburse the Principal for GST at the earlier of the time of the payment obligation to which the GST related, or upon the Principal providing a Tax Invoice in respect of that GST.

Notwithstanding any other provision of this Contract, the Principal will not be entitled to recover from the Contractor any amount in respect of GST the Principal has paid or is liable to pay in relation to or in connection with any outgoing, expense or cost paid or payable by the Principal, if the Principal is entitled to receive a credit for that GST.

5.11.6 SCC 11.6 Tax Savings

The parties acknowledge that it is not the intent of this Contract that the Contractor receives windfall pricing benefits that might otherwise accrue directly from taxes, duties or statutory charges in respect of its input costs that exist at the time of entering into this Contract and are varied or eliminated during the currency of the Contract. The Contractor shall, therefore, to the extent required of the Contractor under section 75AU of the Trade Practices Act 1974 and having regard to any guidelines issued pursuant to section 75AV of that Act, pass on to the Principal any reductions in cost.

5.12 SCC 12 Warranties by the Contractor

The Contractor warrants that:

- The Contractor, its Subcontractors and their respective employees, have the requisite expertise, applicable professional skills and capabilities to carry out the Works and will continue to have them during the term of the Contract.
- The Contractor has familiarised itself with local conditions and all applicable legislative requirements.
- The Contractor's Subcontractors and their respective employees will not enter the Site without having first familiarised themselves to the extent necessary with local conditions and legislative requirements.
- The Contractor has examined all information relevant to risks, contingencies and circumstances having an effect on the Pricing Schedule and obtainable by making reasonable inquiries.
- The Contractor has inspected the Site and its surroundings.

- The Contractor will not do or permit anything that might damage the name or reputation of the Principal or reasonably invite adverse public criticism or result in the Principal being the subject of any official investigation.

5.13 SCC 13 Hours of Operation

The Contractor shall as a normal procedure confine its operation to daylight hours between the hours of 6:30 am and 5:30 pm Monday to Sunday.

The Superintendent may consider a request by the Contractor to vary its hours of operation, which approval will not be unreasonably withheld – subject to local resident approval.

Notwithstanding, the Contractor shall not work outside of the hours prescribed above without the prior written approval of the Superintendent.

5.14 SCC 14 Induction

It is a fundamental requirement of this Contract that the Contractor and all its employees and sub-contractors are inducted under the Contractor's Induction policy prior to commencing work on site.

5.15 SCC 15 Evidence of Licences

The Contractor shall provide to the Superintendent evidence of all licences and permits required to perform the Contract Works, prior to commencing any operation for which such licences and permits are relevant.

5.16 SCC 16 Site Supervision

The Contractor shall ensure that the competent and experienced site supervisor nominated in the tender, is on site full-time for the duration of the Contract. Supervisory staff may not be substituted or removed without the prior approval of the Principal.

5.17 SCC 17 Payments (Cl. 42.1 of AS2124: 1992)

After the word "payment" on the third line of the first sentence of clause 42.1 of the General Conditions of Contract, add the words "and a tax invoice"

In the first sentence of the fourth paragraph of clause 42.1 of the General Conditions of Contract, delete "28 days after receipt by the Superintendent of a claim for payment or within 14 days of issue by the Superintendent of the Superintendent's payment certificate, whichever is the earlier" and replace with "20 days after the end of the month in which the Superintendent receives a tax invoice in accordance with the first paragraph of clause 42.1, and subject to the contractor providing a credit note if the value of the tax invoice is higher than the amount subsequently certified by the Superintendent."

5.18 SCC 18 Retention (Cl. 5.9 of AS 2124:1992)

The Principal prefers the Contractor to lodge a bank guarantee in lieu of retention. However, if retention is to be deducted, the following amendment to the General Conditions of Contract shall apply.

Under the paragraph headed Alternative 2 of Clause 5.9 of the General Conditions of Contract, delete the second sentence.

5.19 SCC 19 Appendices

The specifications, policies, procedures, practices, plans, forms, reports and anything else included or referred to in the attached appendices are applicable to the Contract and the Contractor shall comply with all requirements contained or referred to in the appendices.

6 TENDERER'S OFFER

6.1 Form of Tender

The Chief Executive Officer

Shire of Perenjori

56 Fowler Street, Perenjori WA 6620

I/We (Registered Entity Name): _____

(BLOCK LETTERS)

of: _____

(REGISTERED STREET ADDRESS)

ABN _____ ACN (if any) _____

Telephone No: _____ Facsimile No: _____

E-mail: _____

In response to RFT02-2025.26 RURAL ROADS RECONSTRUCTION 2025-26

I/We agree that I am/We are bound by and will comply with this Request and its associated schedules, attachments, all in accordance with the Conditions of Tendering contained in this Request signed and completed.

The tendered price is valid up to ninety (90) calendar days from the date of the Tender closing or forty-five (45) days from the Council's resolution for determining the Tender, whichever is the later unless extended on mutual agreement between the Principal and the Tenderer in writing.

I/We agree that there will be no cost payable by the Principal towards the preparation or submission of this Tender irrespective of its outcome.

The tendered consideration is as per the submitted pricing schedule submitted with this Tender.

The tendered consideration is AUD \$ _____ excluding GST

Dated this _____ day of _____ 2025

Signature of authorised signatory of Tenderer: _____

Name of authorised signatory (BLOCK LETTERS): _____

Position: _____

Telephone Number: _____

Authorised signatory Postal address: _____

Email Address: _____

Part 6 COMPLETE AND RETURN THIS PART

6.2 Compliance Criteria

Please select with a “Yes” or “No” whether you have complied with the following compliance criteria.

Description of Compliance Criteria	Yes	No
i) Complete Form of Tender	<input type="checkbox"/>	<input type="checkbox"/>
ii) Complete Formal Offer – Schedule 1	<input type="checkbox"/>	<input type="checkbox"/>
iii) Complete Conformity of Tenders – Schedule 2	<input type="checkbox"/>	<input type="checkbox"/>
iv) Complete Pricing Schedule	<input type="checkbox"/>	<input type="checkbox"/>
v) Compliance with Occupational Safety & Health Requirements	<input type="checkbox"/>	<input type="checkbox"/>
vi) Risk Assessment Respondents must address the following information in an attachment and label it “ Risk Assessment ”. <ul style="list-style-type: none"> - Provide an outline of organisation structure inclusive of any branches and number of personnel. - Attach current ASIC company extracts search including latest annual return. - Provide the organisation’s Directors/Company Owners and any other positions held with other organisations. - Provide a summary of how many years your organisation has been in business. - Are you acting as an agent for another party? If Yes, attach details (including name and address) of your Principal. 	<i>Tick if Attached</i> <input type="checkbox"/>	

Part 6 COMPLETE AND RETURN THIS PART

<p>- Are you acting as a trustee of a trust? If Yes, give the name of the trust and include a copy of the trust deed (<i>and any related documents</i>); and if there is no trust deed, provide the names and addresses of beneficiaries.</p>	<input type="checkbox"/>	<input type="checkbox"/>
<p>- Do you intend to subcontract any of the Requirements? If Yes, provide details of the subcontractor(s) including the name, address and the number of people employed; and the Requirements that will be subcontracted.</p>	<input type="checkbox"/>	<input type="checkbox"/>
<p>vi) Financial Position</p> <p>In order to demonstrate your financial ability to undertake this contract, in an attachment labelled “Financial Position” respond to the questions below including a profit and loss statement and latest financial return (<i>OR a statement from your accountant attesting to your financial viability</i>) for you and each of the other proposed contracting entities, together with a list of financial referees from your bank and/or accountant.</p>	<p><i>Tick if Attached</i></p> <input type="checkbox"/>	
<p>- Does the Tenderer have the ability to pay all debts in full as and when they fall due? (If no, please provide details)</p>	<input type="checkbox"/>	<input type="checkbox"/>
<p>- Does the Tenderer have any current litigation, claim or judgement as a result of which you may be liable for \$50,000 or more? (If yes, please provide details)</p>	<input type="checkbox"/>	<input type="checkbox"/>
<p>- Will the Tenderer cooperate with an independent financial assessor during the conduct of financial assessments (if required)? (If no please outline reasons why)</p>	<input type="checkbox"/>	<input type="checkbox"/>

Part 6 COMPLETE AND RETURN THIS PART

<p>vii) Conflict of Interest</p> <p>Will any actual or potential conflict of interest in the performance of the Tenderers obligations under the Contract exist if awarded the Contract, or are any such conflicts of interest likely to arise during the Contract? If yes, please provide details.</p>	<p><i>Information Supplied</i></p> <p>Yes / No</p> <p><input type="checkbox"/> <input type="checkbox"/></p> <p><i>Is there a Conflict of Interest?</i></p> <p>Yes / No</p> <p><input type="checkbox"/> <input type="checkbox"/></p>	
<p>viii) Insurance</p> <p>Does the Tenderer maintain the minimum insurance requirements of this Request? If Yes, provide evidence of the Tenderers insurance coverage including, insurer, expiry date, value and type of insurance. If Tenderer holds “umbrella Insurance” please ensure a breakdown of the required insurances are provided. A copy of the Certificate of Currency is to be provided to the Principal within 7 working days of acceptance.</p> <p>Minimum insurance cover is as per Section 4.1</p>	<p>Yes</p> <p><input type="checkbox"/></p>	<p>No</p> <p><input type="checkbox"/></p>

Part 6 COMPLETE AND RETURN THIS PART

ix) Critical Assumptions

Tenderers are to specify any assumptions they have made that are critical to the Tender, including assumptions relating to pricing and ability to provide the Requirements in the manner specified in this Request. Tenderers should attach these assumptions in an attachment labelled **“Critical Assumptions”**

Tenderers are advised that any tender submission that is made subject to critical assumptions that modify/change/alter any of the following:

- General Conditions of Contract
- Special Conditions of Contract
- Contract Specifications and/or Drawings

will be considered an Alternative / Non-Conforming Tender, regardless of whether it is marked Alternative Tender or not.

Alternative / Non-conforming Tenders that have been submitted without a Conforming Tender that fully complies with all the requirements of the RFT will be considered as a Non-Conforming tender, even if the tenderer has marked otherwise in this table.

*Information
Supplied*

Yes / No

6.3 Selection Criteria

6.3.1 Qualitative Criteria

Tenderers are required to address the following qualitative criteria and provide details in the relevant schedules. Any item requested in the schedules below that is not specifically addressed by the tenderer may affect the tenderers score.

Before responding to the following qualitative criteria, Tenderers must note the following:

- a) All information relevant to your answers to each criterion are to be contained within your Tender
- b) Tenderers are to assume that the Evaluation Panel has no previous knowledge of your organisation, its activities or experience
- c) Tenderers are to provide full details for any claims, statements or examples used to address the qualitative criteria
- d) Tenderers are to address each issue outlined within a qualitative criterion

Part 6 COMPLETE AND RETURN THIS PART

<p>A. Relevant Experience Tenderers must provide the following information in the schedules listed as part of fulfilling this requirement or where a schedule is not listed, a separate attachment.</p>	<p>Weighting < 25% > Tick if attached</p>
<ul style="list-style-type: none"> - Provide details of the tenderer's previous experience at completing similar works in similar areas. Complete the pro-forma at Schedule 5 as part of providing this information. 	<p style="text-align: center;"><input type="checkbox"/></p>
<ul style="list-style-type: none"> - Provide details of how the tenderer has worked collaboratively with the Client to achieve outcomes on previous similar projects including how any issues were managed. 	<p style="text-align: center;"><input type="checkbox"/></p>
<ul style="list-style-type: none"> - Provide referees who can substantiate previous experience and demonstrated capability of the organisation. Complete the pro-forma at Schedule 4 as part of providing this information. 	<p style="text-align: center;"><input type="checkbox"/></p>
<p>B. Key personnel skills and experience Tenderers must provide the following information in the schedules listed as part of fulfilling this requirement or where a schedule is not listed, a separate attachment.</p>	<p>Weighting < 25% > Tick if attached</p>
<ul style="list-style-type: none"> - Provide details of the tenderer's key personnel, their experience in similar work and any technical/professional qualifications relevant to the work. Complete the pro-forma at Schedule 7 as part of providing this information. 	<p style="text-align: center;"><input type="checkbox"/></p>
<ul style="list-style-type: none"> - Provide information about the capacity of the tenderer to provide back-up resources for key personnel should the need arise. 	<p style="text-align: center;"><input type="checkbox"/></p>
<p>C. Capacity to undertake the work and tenderer's resources Tenderers must provide the following information in the schedules listed as part of fulfilling this requirement or where a schedule is not listed, a separate attachment.</p>	<p>Weighting < 25% > Tick if attached</p>
<ul style="list-style-type: none"> - Provide details of the resources the tenderer proposes to use for the works (plant and equipment) 	<p style="text-align: center;"><input type="checkbox"/></p>
<ul style="list-style-type: none"> - Provide information demonstrating the capacity of organisation to resource the work in the context of the tenderer's current and 	<p style="text-align: center;"><input type="checkbox"/></p>

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<p>potential future works. Complete the pro-forma at Schedule 6 as part of providing this information.</p>		
<ul style="list-style-type: none"> - Provide information on how the tenderer will guarantee to the Shire that they can commence and complete the work prior to the date for Practical Completion. Provide an estimated programme or list of key dates for the work as part of fulfilling this requirement. 	<input type="checkbox"/>	
<p>D. Demonstrated Understanding and Methodology Tenderers must provide the following information in the schedules listed as part of fulfilling this requirement or where a schedule is not listed, a separate attachment.</p>	<p>Weighting < 25% > Tick if attached</p>	
	<ul style="list-style-type: none"> - Provide information demonstrating the tenderer's understanding of the scope of work including any specific site considerations and/or constraints that the tenderer believes may need to be considered and allowed for. 	<input type="checkbox"/>
	<ul style="list-style-type: none"> - Provide the tenderer's proposed methodology for completing the work demonstrating how the tenderer will meet the technical specifications. 	<input type="checkbox"/>

6.3.2 Price Criteria

1. **This is a FIXED LUMP SUM Contract.** The value of the Fixed Price Lump Sum is not inclusive of the Provisional Items or Provisional Quantities.
2. The following tender schedules will be utilised in relation to the assessment of progress claims and the value of any variations.
3. The Contract does not include provisions for Rise & Fall adjustments. The Tenderer will need to make their own assessment of any possible effects of rise and fall in prices on their Tender submission.
4. **The tenderer shall determine the form of the final submission.**
5. **The Tenderer must prepare their own Pricing Schedule (s) pursuant to their own investigations as part of their submission.**
6. The responsibility for the accuracy of the completed Pricing Schedule (s) submitted by the Tenderer with their tender submission rests solely with the Tenderer. The Tenderer's completed Pricing Schedule (s) will form part of the Contract to the extent that it will be utilised in relation to the assessment of progress claims and the value of any approved variations.
7. In this Tender Schedule the sub-headings and item descriptions identify the work covered by the respective items, but the exact nature and extent of the work to be performed is ascertained by reference to the Drawings, Specifications and Annexures, the General Conditions of Contract and the Special Conditions of Contract.
8. The rates and prices entered in this Tender Schedule shall be deemed to be the full inclusive value of the work covered by the respective items, to meet the obligations of the Tenderer under the Contract. The sum of the tender prices shall equal the Tendered Fixed Lump Sum. Tenderers shall submit a Conforming Tender fully in accordance with the Tender Documents.
9. While it is the Principal's intention to complete all the works described in this Request for Tender, the Principal reserves the right to vary the scope of the work prior to award of the Contract, to satisfy the Principal's requirement not to exceed the target contract expenditure.
10. The Provisional Items and/or Quantities cover work that may or may not be required. These items and/or quantities will only be paid to the Contractor should these works actually be directed in writing by the Superintendent. The actual quantities associated with the provision items and/or quantities may be more or less than the amounts indicated, and, in some instances, the actual quantities may be 0.

11. The rates tendered by Tenderers for Provisional Items and/or Quantities shall include for all additional preliminaries and overheads associated with any and all Provisional Items, e.g. additional mob / demob, accommodation, insurances, etc.

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6.3.3 Price Schedule

RURAL ROADS RECONSTRUCTION WORKS					
ITEM	DESCRIPTION	UNIT	QTY	RATE	AMOUNT
1.0	PRELIMINARIES				
1.01	Allow for all costs related to programs and testing	Item	1		
1.02	Allow for all costs related to survey information and setting out of the works	Item	1		
1.03	Allow for all costs related to the contractor's accommodation and living facilities	Item	1		
1.04	Allow for all costs related to the contractor's site facilities and supervision	Item	1		
1.05	Allow for all incidental fees and charges related to the works including the provision of access for others	Item	1		
1.06	Allow for all costs related to protection of utilities and services and public and private property	Item	1		
1.07	Allow for all costs related to traffic management (including the TMP)	Item	1		
1.08	Allow for all insurances as required under the contract	Item	1		
1.09	Allow for all costs related to environmental protection as required under the contract	Item	1		
1.10	Allow for all costs associated with sourcing and supply fresh water for the works	Item	1		
1.11	Allow for all costs related to occupational health & safety matters	Item	1		
1.12	Allow for all costs related to mobilisation and demobilisation	Item	1		
1.13	Prepare and submit seal design to the Superintendent for approval	Item	1		
1.14	<i>PROV ITEM: Prepare and submit asphalt mix design to the Superintendent for approval</i>	<i>Item</i>	<i>1</i>		<i>RATE ONLY</i>
Subtotal - PRELIMINARIES					

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ITEM	DESCRIPTION	UNIT	QTY	RATE	AMOUNT
2.0	PAVEMENT AND SURFACING WORK				
2.1	COOROW LATHAM RD SIK 15.17 – 16.15				
2.1.1	Break up the existing seal using a Recycler / Stabiliser	Item	1		
2.1.2	Supply, cart and lay out imported gravel material to top up the existing pavement by min. 70mm.	m2	8,820		
2.1.3	Using a Recycler / Stabiliser, mix and condition the imported and existing gravel to a depth of 150mm x approx. 9m wide, compact and trim to form a reconstructed pavement layer. The cross-sectional profile will match the existing profile.	m2	8,820		
2.1.4	Double/Double Cutback Bitumen Seal				
	a) First coat seal & 14mm agg (nominal BAR of 1.50L/m2)	m2	7,056		
	b) Second coat seal & 10mm agg (nominal BAR of 1.2L/m2)	m2	7,056		
Subtotal – Coorow Latham Rd SIK 15.17 – 16.15					
2.2	BUNJIL CARNAMAH RD SIK 12.13 – 12.24 & SIK 12.29 – 12.43				
2.2.1	Break up the existing seal using a Recycler / Stabiliser	Item	1		
2.2.2	Supply, cart and lay out imported gravel material to top up the existing pavement by min. 70mm.	m2	2,250		
2.2.3	Using a Recycler / Stabiliser, mix and condition the imported and existing gravel to a depth of 150mm x approx. 9m wide, compact and trim to form a reconstructed pavement layer. The cross-sectional profile will match the existing profile.	m2	2,250		
2.2.4	Extra over Item 2.1.3: cement stabilisation of constructed pavement	m2	2,250		

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	layer with 2% (by mass) LH cement				
2.2.5	Prime and Double/Double Cutback Bitumen Seal				
	a) Prime coat (nominal BAR of 0.60L/m2)	m2	2,250		
	b) First coat seal & 14mm agg (nominal BAR of 1.40L/m2)	m2	2,250		
	c) Second coat seal & 10mm agg (nominal BAR of 1.2L/m2)	m2	2,250		
Subtotal – Bunjil Carnamah Rd SIK 12.13 – 12.24 & SIK 12.29 – 12.43					
2.3	BUNJIL CARNAMAH RD / DRING RD INTERSECTION (approx. Bunjil Carnamah Rd SIK 12.24 – 12.29 & Dring Rd SIK 8.15 – 8.19)				
2.3.1	Break up the existing seal using a Recycler / Stabiliser	Item	1		
2.3.2	Supply, cart and lay out imported gravel material to top up the existing pavement by min. 70mm. Extent of the existing pavement at the intersection defined by the hinge point of the unsealed shoulder.	m2	1,100		
2.3.3	Using a Recycler / Stabiliser, mix and condition the imported and existing gravel to a depth of 150mm for the full extent of the intersection pavement (sealed pavement and unsealed shoulder), compact and trim to form a reconstructed pavement layer. The cross-sectional profile will match the existing profile.	m2	1,100		
2.3.4	Extra over Item 2.1.3: cement stabilisation of constructed pavement layer with 2% (by mass) LH cement	m2	1,100		
2.3.5	<i>PROV ITEM: Prime and Double/Double Cutback Bitumen Seal</i>				
	<i>a) Prime coat (nominal BAR of 0.60L/m2)</i>	<i>m2</i>	<i>1,100</i>		<i>RATE ONLY</i>
	<i>b) First coat seal & 14mm agg (nominal BAR of 1.40L/m2)</i>	<i>m2</i>	<i>1,100</i>		<i>RATE ONLY</i>
	<i>c) Second coat seal & 10mm agg (nominal BAR of 1.2L/m2)</i>	<i>m2</i>	<i>1,100</i>		<i>RATE ONLY</i>

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2.1.6	<i>PROV ITEM: 40mm Asphalt Surfacing</i>				
	<i>Primer seal & 40mm dense graded asphalt including milling out to blend into adjacent surfacing</i>	<i>m2</i>	<i>1,100</i>		<i>RATE ONLY</i>
Subtotal – Bunjil Carnamah Rd / Dring Rd Intersection (ex. provisional items)					
SUBTOTAL – PAVEMENT AND SURFACING WORK					
3.0	DRAINAGE				
3.1	BUNJIL CARNAMAH RD				
3.1.1	Slk 12.29: 2 x 600mm reinforced concrete pipe culvert structure (length = 14m)				
	a) Demolish and dispose to an approved location the existing concrete pipe culvert structure	Item	1		
	b) Supply, install and backfill new concrete pipe culvert structure	Item	1		
	c) Construct end treatments complete, including backfill behind wingwalls	Item	1		
Subtotal – Bunjil Carnamah Rd Slk 12.13 – 12.43					
SUBTOTAL – DRAINAGE					
4.0	MISCELLANEOUS				
4.01	Clean up site to the satisfaction of the Superintendent	Item	1		
SUB-TOTAL – MISCELLANEOUS					
TOTAL – RURAL ROADS RECONSTRUCTION WORK					

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7 SCHEDULES

7.1 Schedule 1 – Formal Offer

TENDER NO.	RFT02-2025.26	PROJECT:	RURAL ROADS RECONSTRUCTION WORK
Tenderer:			
<i>(full trading name)</i>			
Registered Office Address		Business Address	
Telephone		Facsimile	
Email			

LEGAL STATUS

All Tenderers are required to complete the following table:

Legal Structure	Name	Australian Company Number (ACN)	Australian Business Number (ABN)
Company			
Trusts			
Individual			
Partnership			

The Tenderer named above, hereby offers to provide Goods, Works and/or Services in accordance with:

- (a) Conditions of Tendering

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- (b) Conditions of Contract
- (c) The Specification
- (d) Any addenda to the above
- (e) This Tender Form including all its schedules relating to the above Contract.

The Tenderer also acknowledges that if it is the successful tenderer, the documents listed above shall form part of the contract and agrees to be bound by the contract conditions.

AMENDMENTS TO TENDER DOCUMENTS (IF ANY)

Tenderer to sign and return any amendments (tender addenda) issued during the tender period in confirmation of their receipt.

Tenderer confirms amendments have been signed and returned:

List Addenda No's received:

Signature:

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Executed by Authorised Officer of Tenderer who has delegated authority to enter into a contract:

Signature:

.....

Name and Title:

Date:

.....

Signature of

Witness:

.....

Name of

Witness:

Date:

.....

TENDERER'S CONTACT PERSON FOR ENQUIRIES ABOUT THIS TENDER

Name:
Position:
Address:
Telephone:
Email:

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7.2 Schedule 2 – Conformity of Tenders

The Tenderer is to signify here what type of tender submissions have been submitted.

Tenderers are advised that any tender submission that is subject to critical assumptions that modify / change / alter any of the following:

- General Conditions of Contract
- Special Conditions of Contract
- Contract Specifications and/or Drawings

will be considered an Alternative / Non-Conforming Tender, regardless of whether it is marked Alternative Tender or not.

<p>Submission of a Conforming Tender IS a requirement. It IS NOT optional.</p> <p>Have you submitted a <u>Conforming Tender</u> that fully addresses all the requirements of the RFT?</p>	<input type="checkbox"/> YES	
<p>In <u>addition</u> to a fully Conforming Tender, you are able to submit additional Alternative / Non-Conforming Tenders.</p> <p>Alternative / Non-Conforming Tenders can only be submitted with a fully Conforming Tender.</p> <p>Have you submitted an <u>Alternative / Non-Conforming Tender</u> that modifies / changes the requirements of the RFT?</p>	<input type="checkbox"/> YES	<input type="checkbox"/> NO

For any submission, the Tenderer must list below any critical assumptions.

For any Alternative / Non-Conforming tenders, the Tenderer must list below all areas where the tender does not conform to the RFT requirements for any of the following elements:

- General Conditions of Contract
- Special Conditions of Contract
- Contract Specifications and/or Drawings

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7.3 Schedule 3 – Local Preference

Should the tenderer wish to be considered under the Shire of Perenjori Regional Price Preference Policy then the tenderer must provide details below of why the tenderer is eligible under the Policy (contained in Appendix 2).

Is the tenderer eligible for local preference under the Shire's Local Preference Policy (Appendix 2)	<input type="checkbox"/> YES	<input type="checkbox"/> NO
If yes, please explain why below:		

7.4 Schedule 4 – Referees

Provide contact details of referees who can substantiate the Tenderer’s capabilities in undertaking the works required under the contract based on past experiences.

FIRST REFEREE

Company Name: _____
Address: _____
Contact Person: _____
Telephone: _____ Email _____

SECOND REFEREE

Company Name: _____
Address: _____
Contact Person: _____
Telephone: _____ Email _____

THIRD REFEREE

Company Name: _____
Address: _____
Contact Person: _____
Telephone: _____ Email _____

7.5 Schedule 5 – Relevant Past Experience

Please provide details of previous projects involving the construction of similar sealed pavement construction and reconstruction work and drainage work on **PUBLIC** roads in similar locations. These projects should only include those where the tenderer is the sole or major/head civil roadworks contractor. Projects which involve supply of dry or wet hire to a separate head civil roadworks contractor should not be included.

Item	Project Description	Client	Approx. Value	Approx. Duration	Outcomes Achieved
1					
2					
3					
4					
5					
6					

7.6 Schedule 6 – Current Project Commitments

Name / Description of Project	Start Date	Project Duration	Project Value	Client / Contact Name / Details

7.7 Schedule 7 – Key Personnel

Complete the table below for the key persons nominated for the works.

Name	Previous Experience / Projects	Previous Roles / Tasks	Years of Experience	Qualifications / Certificates	Reference Name / Contact No.	CV Included Y/N

Part 7**COMPLETE AND RETURN THIS PART****7.8 Schedule 8 – Insurances**

INSURANCE TYPE	POLICY NO	EXTENT OF COVER		EXPIRY DATE	NAME OF INSURER
		Per Incident (\$A)	In Aggregate (\$A)		
Public Liability					
Vehicles Plant and Equipment					
Workers Compensation					

(Attach Certificates of Currency or other verification of the above insurances)

7.9 Schedule 9 – Nominated Subcontractors

Note: Written approval of all subcontractors by the Superintendent's Representative to the Contractor is required before commencement of the contract. The nomination of alternatives is acceptable. The Contractor shall be required to provide evidence that the subcontractors are registered and/or licensed (as required by law) in the work which is to be subcontracted and have the relevant policies of insurance.

NAME OF SUBCONTRACTOR	DESCRIPTION OF WORKS / PLANT ITEMS PROPOSED TO BE SUBCONTRACTED	Approx. Total No of Months the Subcontractor has worked for the Contractor over the last 2yrs	% of Total works which will be subcontracted

Appendix 1 – Works Specification

All as described in the pricing schedule and tender documentation.

A1.1 Principal Supplied Materials

The Principal is not responsible for the supply of any items associated with the works. Tenderers must make all allowances to supply the materials required to complete the work in accordance with the scope of work and the details provided within this RFT.

A1.2 Supplied Information - Survey Control

The Contractor will be responsible for all construction set-out to achieve the works as described within this RFT.

Prior to commencing work, the Contractor shall demonstrate to the Superintendent that the work has been physically marked out to the satisfaction of the Superintendent (**HOLD POINT**) to ensure that all work is completed in the correct areas. The physical set out shall include reference levels for the finished pavement height as well as sufficient physical pegs establishing the existing extent of all work areas including the intersection.

A1.3 Contractor's Site Facilities

The Contractor shall be responsible for all site establishments. Prior to erecting any site facilities, the Contractor will ensure that the proposed location and positioning of the units and all associated services and all specialised storage areas, including areas for septic tanks, effluent discharge and camp rubbish, have been nominated to the Superintendent on a layout plan and where applicable to the Local Authority (**HOLD POINT**).

All buildings and facilities established and used by the Contractor must be removed from the Site at no cost to the Principal on completion of the Works and the site must be left in a clean and tidy condition. Upon completion of the Works, the access tracks established by the Contractor must be removed and the ground rehabilitated.

Sites for the storage of fuel, oil and other contaminant materials including plant maintenance sites must be specially designed to confine any spillages within the site in accordance with Statutory requirements. These sites must ensure that any spillages are confined. Adequate quantities of suitable material to counteract spillages will be kept on hand by the Contractor.

A1.4 Superintendent's Representative

The Superintendent for this contract will be advised to the Contractor post award. The Superintendent will appoint a Superintendent's Representative in accordance with the requirements of AS2124 and will notify the successful contractor (s) of the contact details of that person.

A1.5 Entry to Land

The protection and maintenance of the environment outside the Site, and the need to consult with and have regard for the landowner's or Lessee's property, must be observed by the Contractor.

Prior to the proposed entry by the Contractor onto any land required for the Works, the Contractor must obtain written approval of the land owner or Lessee detailing the standard of construction, maintenance and rehabilitation of any affected areas and give the Superintendent at least five (5) days' notice of any such intention (**HOLD POINT**).

Upon completion of the Works, all access tracks established by the Contractor must be removed and the ground rehabilitated.

A1.6 Water Supply

The Contractor is responsible for all works required for the supply of water required for construction.

A1.7 Quality Assurance

The Quality Plan shall be the document specifying the processes of the Contractor's quality management system and the resources to be applied to achieve the specific requirements of the Contract. The Quality Plan shall clearly detail how the Contractor's Quality Management System procedures and instructions shall be applied to meet the requirements of the Contract and shall clearly detail the cross referencing to all documents of the Contract.

The Quality Plan shall clearly detail the Contractor's delegation of its management responsibilities, authorities and communication requirements for any subcontracted work under the Contract.

The Contractor shall develop and document Inspection Plan(s) [Inspection and Test Plan(s) (ITPs)] to undertake the Monitoring and Measurement of the Works. The Inspection Plans shall clearly describe the monitoring, verification and validation activities specific to the product and the criteria for product acceptance for each product or service specified in the Contract.

A1.7.1 Lot Definition

Contractor is responsible for physically distinguishing and marking all Lots as per the Contractor's Lot Plan approved by the Superintendent. Lots must remain marked out for the duration of the work.

The principles used to define the limits of any Lot for the Contract shall be:

- a) the maximum size of a Lot is limited to the quantity of work that is the subject of a single conformance decision;
- b) the whole of the works included in the Lot shall be continuous;
- c) the Lot has been produced by the same works process;
- d) the Lot has been brought to completion at the same time; and
- e) the Lot shall appear to be of a constant quality without obvious changes in attribute values, whether or not these attributes form part of the acceptance criteria.

The extent of each Lot shall be clearly identified in the field prior to the commencement of any product realisation activity (**HOLD POINT**). The Lot shall be demarcated on Site with markers until the Lot has been brought to completion. As a minimum the markers shall detail the chainage and Lot identification clearly legible from the alignment centre line.

The Contractor must establish and maintain a Lot Register for the works which must be provided to the Superintendent for approval prior to work commencing (**HOLD POINT**). If any changes are made to the Lot register during the work, this must be communicated to the Superintendent.

A1.7.2 Hold Points

A **HOLD POINT** is defined as that stage in the process of delivering the work under the Contract, beyond which the Contractor must NOT proceed to the next activity without the written approval of the Superintendent.

To obtain release of the Hold Point for a Lot, the Contractor shall comply with the following requirements:

- a) The Contractor shall have completed all conformance inspection reports for any underlying Lot(s) or any adjacent Lot(s) affected by the Lot in question.
- b) All underlying Lot(s) and any adjacent Lot(s) affected by the Lot in question shall be conforming.
- c) The Contractor shall request a "Hold Point Release" in writing with all supporting conformance test results at least 24 hours or such other period detailed in the Specification prior to the time when the Contractor wishes to proceed with the next activity which affects the Lot in question.
- d) The submission of any "Hold Point Release" to the Superintendent by the Contractor is the Contractor's "Certificate of Compliance" that the submitted Lot conforms to the Contract requirements.

A1.7.3 Control of Non-Conforming Outputs

All detected non-conformances shall constitute a **HOLD POINT** in the operations of the work under the Contract associated with the detected non-conformance and shall be reported to the Superintendent within 24 hours of being detected.

The Contractor shall submit to the Superintendent a proposed method for the rework, repair or removal of the non-conforming Lot to ensure conformance to the requirements of the Specification.

The Contractor shall develop and submit a proposed Corrective Action to eliminate the cause of a detected non-conformance for the Superintendent's approval. Associated action(s) to prevent any reoccurrence shall form part of the corrective action process.

Prior to the release of the **HOLD POINT** on a detected non-conformance and/or non-conforming Lot, the Contractor shall certify to the Superintendent and provide conformance records in accordance with the Contract that the reworked or repaired Lot conforms to the requirements of the Specification and the Improvement to the Quality Plan is approved by the Superintendent (**HOLD POINT**).

A1.7.4 As-Constructed Information

Within four (4) weeks from the Date of Practical Completion, the Contractor shall forward all records to the Superintendent.

A1.8 Pavements

Prior to the construction of any pavement layer, the Contractor shall certify to the Superintendent that the underlying layer has been constructed as specified (**HOLD POINT**).

A1.8.1 Materials for Sealed Pavements

Imported basecourse material shall conform to the requirements given in the table below (**HOLD POINT**).

AS Sieve Size (mm)	% Passing By Mass Minimum and Maximum Limits	
	53	100
37.5	85 – 100	85 – 100
19	75 – 100	62 – 100
9.5	60 – 90	50 – 82
4.75	39 – 72	48 – 78
2.36	20 – 40	33 – 58
1.18	14 – 34	22 – 43
0.600	12 – 28	16 – 34
0.425	11 – 25	13 – 31
0.300	9 – 22	10 – 29
0.150	6 – 17	6 – 21
0.075	4 – 13	4 – 14
0.0135	2 – 9	2 – 9

Table A1.8.1A – Particle size distribution for imported basecourse material

Test	Limits	Test Method
Liquid Limit	30.0% Maximum	WA 120.2
Plasticity Index	10.0% Maximum	WA 122.1
Linear Shrinkage	4.0% Maximum	WA 123.1
Maximum Dry Compressive Strength	2.3 MPa Minimum	WA140.1
California Bearing Ratio (Soaked 4 days with 4.5 kg Surcharge) at 96% of MDD and 100% of OMC	80% Minimum	WA 141.1

Table A1.8.1B – Material property requirements for imported basecourse material

A1.8.2 Sealed Pavement Construction

Pavement construction shall not commence until the subgrade has dried back to the value shown in Table A1.8.4.

Each pavement layer worked shall be generally parallel to the finished pavement surface and shall extend to the hinge point.

Basecourse shall be worked in compacted layers not more than 250 mm nor less than 100 mm compacted thickness. Pavement material shall be spread and compacted to achieve uniformity free from any evidence of segregation. During the whole of the compaction process, the Characteristic Moisture Content of the pavement material shall be within -2% to +2% of the optimum moisture content.

The level of the completed basecourse surface shall be deemed to be conforming when the level measured at any point on the surface is within -5mm, +10mm of the basecourse level at that point as determined from the approved set out levels (**HOLD POINT**).

The required pavement compaction, measured relative to the Modified Maximum Dry Density (MMDD) of the material, is detailed in Table A1.10.3A below (**HOLD POINT**).

Layer	Characteristic Dry Density Ratio % (Mc)
Basecourse	96

Table A1.8.2A – Pavement Compaction Values

The pavement compaction shall be tested at a depth of 175mm with a nuclear density meter. The minimum number of tests required for each Lot is 9.

PROCESS	QUALITY VERIFICATION REQUIREMENT	MINIMUM TESTING FREQUENCY
BASECOURSE	FOR CONTROL OF IMPORTED MATERIAL:	
	• Particle Size Distribution (WA 115.2)	1 per 2,000m3
	• Liquid Limit (WA 120.2)	1 per 2,000m3
	• Plasticity Index (WA 122.1)	1 per 2,000m3
	• Linear Shrinkage (WA 123.1)	1 per 2,000m3
	• Soaked CBR (WA 141.1)	1 per 4,000m3

PROCESS	QUALITY VERIFICATION REQUIREMENT	MINIMUM TESTING FREQUENCY
	FOR CONTROL OF COMPACTION:	
	<ul style="list-style-type: none"> Dry Density Ratio (WA 134.1) 	9 per Lot
	FOR CONTROL OF DRYBACK:	
	<ul style="list-style-type: none"> Dryback Characteristic Moisture Ratio (WA 136.1) 	9 per Lot

Table A1.8.2B – Testing Frequencies

A1.8.3 Cement Stabilised Pavements

Cement stabilised pavements shall be constructed using 2% by mass LH cement.

The Contractor is responsible for ensuring that the water for stabilisation, construction and curing of stabilised layers is free from impurities that may deleteriously affect the setting, hardening or strength of the stabilised material. Water used in the construction of road pavements shall contain no more than 3000 mg/L of Total Soluble Salts (TSS). This is to be measured in accordance with Test Method WA 910.1 (**HOLD POINT**).

Stabilising agents must be delivered in spreader trucks or in a transfer trailer attached to the stabilising plant.

The spreading equipment must be a stabilising agent spreader, which has been specifically designed for such work. The spreader must be capable of uniformly distributing cement accurately controlling the spread rate such that when mixing is complete; the cement content can be measured. The spreader must be equipped with gates to vary the width of the spread and with electronic weigh scales to provide quantities of product used.

The stabilising machine must be specifically designed for cutting, pulverising, mixing, adding water and placing of mixed material in situ. Mixing using graders, profilers, or asphalt milling machines and agricultural-type implements is not permitted for work forming part of this specification.

The stabilising machine must have a capacity to maintain a constant rotor and forward speed, and a capability of producing a uniformly mixed material to the specified depth.

Spreading of powdered chemical stabilising agents on the road ahead of the stabilising machine must not continue in windy conditions if the chemical stabilising agent may become

airborne. No spreading of stabilising agents shall commence if it is raining or if rain is likely before the stabilising agent(s) can be mixed into the Mixing must commence as soon as practicable after spreading of the stabilising agent(s) on the granular materials, and mixing and compaction must be completed within 7 hours. The Contractor must provide to the Superintendent daily records of the amounts of cement used and actual spread rates per section treated.

Unless specified otherwise, final trim must be completed while the basecourse layer is still “green” prior to dry back. Final trim is limited to removing no more than 20mm of material any point. If more than 20 mm is to be removed, the Lot must be reworked.

If a completed layer of stabilised pavement does not satisfy all of the requirements of the Specification and has to be reworked, the Contractor shall repeat all the requirements for Stabilisation without the addition of additional binder at no cost to the Principal.

The required stabilised pavement compaction, measured relative to the Modified Maximum Dry Density (MMDD) of the material, is detailed in Table A1.8.3 below (**HOLD POINT**).

Layer	Characteristic Dry Density Ratio % (Mc)
Cement Stabilised Basecourse	96

Table A1.8.3 – Cement stabilised basecourse compaction values

The moisture content of the stabilised material must be maintained to be within 90 – 110% OMC in accordance with Test Methods WA133.1 or 133.2 as applicable.

The Contractor must provide to the Superintendent the quantity of cement used in each floodway (**HOLD POINT**).

A1.8.4 Pavement Preparation for Bitumen Sealing

Pavement layers shall be dried back to the requirements given in the table below prior to the construction of the bituminous sealing.

Layer	Dryback Characteristic Moisture Content (% of OMC)
Subgrade	85
Basecourse	80

Table A1.8.4 – Dryback requirements

Completed Pavement Layers must be in a homogeneous, uniformly bonded condition with no evidence of layering, cracking, disintegration, or surface tearing. The finished surface should appear as a stone mosaic interlocked with fine material and shall be dense, even textured and tightly bound. Slurrying of fines to the surface must be avoided. The basecourse must retain those characteristics after rotary brooming and be suitable to receive bituminous surfacing.

Completed basecourse construction shall be maintained to the specified standards of surface shape, level, compaction and finish up to the time of application of the bituminous surfacing. Watering shall be continued as necessary to prevent shrinkage cracking, dusting or loosening of the surface. The Contractor shall provide evidence that the basecourse is conforming prior to proceeding with the sealing (**HOLD POINT**).

A1.9 Bituminous Surfacing

A1.9.1 General

The appropriate bituminous surfacing treatment shall be applied in accordance with the requirements of **MRWA Specification 503 BITUMINOUS SURFACING**.

Bituminous sealing shall not commence until the basecourse has dried back as described in Table A1.8.4 (**HOLD POINT**).

The Contractor shall ensure that the nominated aggregate source is sampled and tested to establish the aggregate ALD's (10 and 14mm). The tests must be taken at some time after the contract start date and before the sealing works (**HOLD POINT**).

A1.9.2 Application Rates

Typical application rates are shown in the tables below and are based on both coats being applied in the same day. Please note that the Contractor is responsible for the actual seal design and is required to provide this to the Principal for approval prior to works commencing. The actual application rates may vary and are subject to verification of the actual ALD of the proposed sealing aggregates.

Surface Type		Binder Composition % by Volume			Binder Application Rate BAR @ 15°C (L/m ²)
		Class 170 Bitumen	Medium Curing Cutting Oil	Slow Curing Cutting Oil	
2 Coat Seal Cutback Bitumen	First Coat 14mm	98	2	-	1.50
	Second Coat 10mm	100	-	-	1.20
Prime + 2 Coat Seal Cutback Bitumen	Prime	50	50	-	0.60
	First Coat 14mm	100	-	-	1.40
	Second Coat 10mm	100	-	-	1.20

Table A1.9.2A – Typical binder composition and application rates

Surface type	Cover material and size (mm)	Aggregate spread rate (m ² /m ³)
First Coat	14mm	90
Second Coat	10mm	115

Table A1.9.2B – Typical aggregate spread rates

A1.9.3 Seal Design

The Contractor shall submit Preliminary Seal Design details to the Principal for review not less than 2 weeks before any materials are delivered to site (**HOLD POINT**).

All aspects of the Preliminary Seal Design shall comply with current Austroads Guidelines. The Seal Design submission shall identify sufficient information to allow for checking against Austroads guidelines. This includes ALD test certificates of the proposed aggregates. The ALD test certificates shall not be more than 6 weeks old.

A1 READ AND KEEP THIS PART

The Principal shall respond to the design submission within 1 week of receipt, advising acceptance, rejection or proposed amendment.

The Preliminary Seal Application needs to make due allowance for actual surface texture depth and the variances that may be encountered on site

It is acknowledged that Preliminary Seal Designs submitted to the Principal may require some variance at the time of spraying - to cater for any site conditions at variance with those on which the preliminary seal design was based.

Responsibility for the final design application shall rest with the Contractor unless directed otherwise by the Superintendent.

The Principal will only make payments based on the preliminary seal designs submitted by the Contractor and accepted by the Principal and any seal design variations **duly approved on site (in writing) by the Superintendent.**

All bitumen application rates shall be expressed only in terms of “ .. litres per square metre @15o C”.

Seal Type	Location	Design Responsibility
Prime Coat	All Works	Contractor
First Coat Seal		
Second Coat Seal		

Table A1.9.3 – Seal Design responsibility

A1.10 Asphalt Works

A1.10.1 Annexure 201a Testing

A summary of the main testing requirements for asphalt are shown in the table below.

PRODUCT / PROCESS	QUALITY VERIFICATION REQUIREMENT	MINIMUM TESTING FREQUENCY
Asphalt	FOR CONTROL OF COMPACTION: Percent Marshall Density	6

A1 READ AND KEEP THIS PART

	In-situ Air Void content	6
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Table A1.10.1 - Asphalt testing requirements

A1.10.2 Annexure 504b Asphalt Details

The tables below provide the Marshall properties for the nominated Dense Graded Asphalt (75 blow compaction) which will be used as the basis of the mix assessment.

Parameter	Min	Max
Marshall Stability	8.0kN	
Marshall Flow	2.00mm	4.00mm
Air Voids (WA 733.1):		
nominal 10mm	4.0%	7.0%
Voids in Mineral Aggregate:		
nominal 10mm	15.0%	
Australian Standard (AS 1152)	Nominal 10mm Granite	
Sieve mm	(Percentage Passing)	
26.50		
19.00		
13.20	100	
9.50	95 - 100	
6.70	78 - 88	
4.75	63 - 73	
2.36	40 - 48	
1.18	25 - 32	

A1 READ AND KEEP THIS PART

0.600	18 - 24
0.300	12 - 17
0.150	8 - 12
0.075	3 - 5
Binder Content (by percentage mass of whole mixture)	5.4% ± 0.3% (Class 170 Bitumen)
Hydrated Lime (by percentage mass of total aggregate)	1.5%

Table A1.10.2 - Nominal asphalt details

The Contractor is required to detail a specific mix design for the nominated asphalt treatment (**HOLD POINT**).

A1.12 In Situ Concrete

A1.11.1 General

Concrete strength shall be defined as the average 28-day compressive strength of a minimum of two standard 100 mm diameter by 200 mm long cylinders taken from the same sample and made and cured and tested in accordance with AS 1012.

In its finished state the concrete shall be sound, dense, durable, free from honeycombing and shall have the strength and other properties specified.

The concrete shall be class N40.

Concrete shall comply with AS 1379 except as varied by the requirements of this Specification. Unless otherwise noted aggregate size and slump is as follows:

- a) a) Maximum aggregate size 20 mm
- b) b) Maximum slump 100 mm

Admixtures may be used in concrete to modify workability but will not be permitted for the purpose of reducing cement content. The admixture shall however have no harmful effect whatsoever upon the quality of the concrete or upon any reinforcement or other fixture embedded therein. Any admixture shall comply with the requirements of and be used in accordance with AS 1478.

A1 READ AND KEEP THIS PART

Prior to any vehicles driving over completed concrete sections, the Contractor shall provide cylinder test results demonstrating that the concrete has achieved a compressive strength of at least 40Mpa (**HOLD POINT**).

Depending on the proposed staging of the works, this may require the Contractor to take additional cylinder samples.

A1.11.2 Formwork

All formwork used to form and support the concrete shall generally conform to the requirements of AS 3610.

Tolerances of formwork for concrete construction shall be as follows:

Description	Slab	End Treatment
Variation in cross-sectional dimensions	+5mm	+5mm
Variation in specified vertical profile	-5mm / +5mm	-5mm / +5mm
Variation in overall dimensions	+10mm	+10mm
Variation in surface level	+5mm	+5mm

Table A1.11.2 – Formwork tolerances

Forms shall be mortar tight and the edges of all joints shall be sealed with a suitable sealant.

Form lubricants shall be of the non-staining type which do not adversely affect the surface of the concrete. Lubricants shall be used after the fabrication of forms and prior to the placing of any reinforcing steel or other embedded item. The lubricant shall be uniformly applied in a thin film and any surplus shall be removed prior to placing concrete. Care shall be taken that such coatings do not soil the surface of reinforcement.

A1.11.3 Reinforcement

Reinforcement used in the Works shall comply with the relevant requirements of AS 4671.

Steel for reinforcement shall be free from loose or thick rust, loose mill scale, all dirt, all grease and all other foreign substances which may impair the bond between steel and concrete.

Reinforcement steel shall be stored above ground level and shall be protected from damage and deterioration due to exposure.

Reinforcing steel shall be accurately cut and bent to the dimensions and shapes shown in the Drawings.

Reinforcing steel shall be accurately placed in the positions shown on the Drawings. The maximum tolerance on all concrete cover dimensions shall be +5 mm and -0 mm.

Reinforcement shall be secured in position so that it will not be displaced during the placement of concrete. The Contractor shall ensure there is no disturbance of the reinforcement in concrete that has already been placed.

A1.11.4 Concrete Placement

Prior to placement of any concrete, the Contractor must certify to the Superintendent that all falsework, formwork, reinforcement, levels, placement procedures and curing procedures to be employed comply with the requirements of the Specifications (**HOLD POINT**).

The Contractor is responsible for facilitating audit checks of the concrete line and levels by the Superintendent and this shall be detailed in the Contractor's Inspection and Test Plan.

Concrete shall be conveyed from on-site mixers to its final position without delay by methods which will not permit segregation and/or loss of material.

All concrete shall be placed in its final position within ninety minutes of the materials having been placed in the mixer.

Placement of concrete shall only be permitted providing:

- a. the concrete mix temperature during placement shall at no time exceed 35°C; AND EITHER
- b. the ambient shade temperature does not exceed 38°C and is falling, OR
- c. the ambient shade temperature is less than 38°C and rising provided that the placement can be completed before the ambient temperature exceeds 38°C.

During placing, all concrete shall be vibrated with a mechanical or pneumatic immersion vibrator to remove all voids and air bubbles.

Care shall be taken during placing to ensure no foreign substances are included in the concrete.

The location of all slab control joints shall be as indicated on the Drawings or approved by the Superintendent.

Slab control joints shall be made on true vertical and horizontal planes and the surface shall be roughened to remove all laitance and expose the aggregate to provide a thorough bond

with concrete cast subsequently. The roughened surface shall be thoroughly cleaned with water to remove loose chips and any foreign matter. Immediately before fresh concrete is cast against the joint the hardened concrete surface shall be thoroughly wetted.

Freshly placed concrete shall be protected from the elements and from drying out by means of an approved membrane curing and all exposed surfaces shall be thus cured for not less than five (5) days.

A1.11.5 Concrete Testing

All sampling and testing of concrete specimens shall be in accordance with AS 1012 Parts 1 to 18.

Concrete test cylinders shall be 100 mm diameter by 200 mm long. Rubber caps may be used for the capping of test cylinders, as allowed in AS 1012.9.

Any batch of concrete shall be deemed to comply with the strength requirements of this Specification if:

- a. Every concrete test specimen in the batch has a 28-day compressive strength greater than 90% of the characteristic strength; and
- b. The average 28-day compressive strength of the concrete test specimens in the batch is equal to or greater than the characteristic strength.

The Contractor shall supply 28-day test results for all structural concrete.

Two representative test samples shall be taken for every 30m³ of concrete for a single continuous pour. If there is a delay of more than 2 hours between concrete placement, this shall constitute two separate pours.

The 28-day test shall be tested and reported to the Superintendent within 35 days of sampling.

Failure to comply with the prescribed testing regime will result in no payment under the corresponding item of concrete construction in the pricing schedule.

Failure to achieve the specified concrete strengths will result in rejection of the affected work.

A1.11.6 Curing and Protection

Freshly placed concrete shall be protected from the sun, wind and rain and prevented from drying out too quickly. All concrete surfaces shall be cured by one of the following methods for not less than five (5) days:

- a) Continuous wetting.
- b) Spraying with an approved curing compound complying with the requirements of AS 3799. Such curing compound shall be applied in accordance with the manufacturer's published recommendations.
- c) Wrapping with polythene or similar film to provide an airtight cover.

The Contractor shall ensure that the method of curing shall not result in any staining of exposed surfaces of concrete.

A1.11.7 Conformance and Non-Conformance

Concrete that shows evidence of poor workmanship such as honeycombing or is porous due to inadequate compaction or due to segregation or concrete that fails to comply with this Specification regarding strength or tolerances or finishes or other requirements, shall be deemed to be nonconforming.

The dimensions of the end treatments shall be within 10mm of those shown on the Drawings when measured in accordance with AS 3610. Surface irregularities of the concrete end walls, wing walls, cut off walls and aprons shall be less than 5mm abrupt and 8mm over a 3 metre straight edge.

The main concrete slab shall be a wood floated surface with a broomed finish. The corresponding surface irregularities of the main concrete slab shall be 2mm abrupt or 5mm over a 3 metre straight edge.

If at any time the concrete fails to meet any of the requirements of this Specification, concreting operations shall be suspended until corrective measures are taken, at no cost to the Principal.

A1.12 Drainage

The installation of pipe culverts shall include all trench excavations, construction and backfill to the details shown on the project drawings, Main Roads standard drawing Nos 201131-0061 and 201631-090 and as described in this Specification.

A1.12.1 Scope

This section of the specification deals with the supply and installation of multi-barrel reinforced concrete pipe culverts and end treatments.

Pipe culverts shall be precast reinforced concrete with rubber ring gaskets for jointing spigot and socket concrete pipes.

Reinforced culvert end treatments must be constructed using insitu concrete.

A1.12.2 Trench Excavation

Trenches shall be excavated to provide a minimum width of 150mm on either side of the outside of the culvert. The trench for the installation of the culvert shall be excavated with vertical sides throughout where the excavation is up to 1.5m deep. Where the excavation is greater than 1.5m deep, the trenches shall be excavated in accordance with the relevant requirements of relevant OS&H legislation and guidelines. Any loose or disturbed material shall be removed from the walls of the trench. Excavations shall be kept free from water until work below ground level is sufficiently set or protected.

A1.12.3 Culvert End Treatment Aprons

General

All culvert end treatments shall be constructed of cast in-situ concrete.

Bedding

Culvert end treatment aprons shall be constructed on a 50mm layer of compacted select bedding placed over the compacted in-situ foundation material. Select bedding material shall be compacted to a Characteristic Dry Density Ratio of 93%. The select bedding material shall be a granular material such as a lateritic sandy gravel, or coarse sand, or crusher dust that contains less than 20 % by mass of materials retained on the 37.5mm sieve as determined by Test Method WA 115.2 and constructed as detailed in **Backfill and Compaction** (below).

Insitu Concrete Construction

All in-situ concrete work shall comply with section A1.11.

No construction equipment or public traffic is permitted to travel or work on or over the concrete base slab within seven days of the placement of concrete in the base slabs.

The Contractor shall not operate any plant directly on the concrete base slabs without prior approval from the Superintendent.

Reinforced concrete box culvert units shall not be placed on concrete base slabs within 24 hours of completing the concrete base slabs.

A1.12.4 Installation of Pipe Culverts

Damage

Precast concrete culverts shall be handled and installed in such a manner that no non-conforming cracking or other non-conforming defect occurs. Damaged culverts shall be assessed and repaired or replaced as applicable, at no cost, to the Principal.

Placing Culverts

All culverts shall be constructed to the correct alignment and cross-sectional shape and shall conform to dimensions, levels and other details specified or shown in the Drawings.

Inlet and outlet invert levels shall be to suit the natural topography. Inverts shall be smooth and of uniform gradient throughout each culvert length. Any culvert which is not true to line, level or grade, or shows settlement after laying, or which is damaged during backfilling, compaction or subsequent operations, shall be removed by the Contractor and replaced at no cost to the Principal.

Culverts shall be laid with the connections kept clean and shall be laid with the inverts true to the lines and levels required for the site conditions.

Backfill and Compaction

Prior to backfilling any culvert structure, the Contractor shall certify to the Superintendent that the culvert structure has been constructed in accordance with the specifications including all elements of the structure (**HOLD POINT**).

Unless otherwise shown on the Drawings backfill material, other than cement stabilised backfill, shall be embankment material placed and compacted to a Characteristic Dry Density Ratio of 93%.

Backfill material shall be worked in compacted layers not greater than 300mm nor less than 100mm and shall be placed uniformly without abrupt changes in material type, quality or size. Backfill levels on each side of any conduit shall not differ by more than 150mm. The Contractor shall ensure that the equipment used during compaction of backfill does not damage the culvert.

Cement stabilised backfill material shall consist of basecourse material, or other suitable material approved by the Superintendent, stabilised in the proportion of 100 kg of Type GP Cement to one cubic metre of uncompacted backfill material. Water for cement stabilisation shall be clean and potable.

A1.14.5 End Treatments

In-situ culvert end treatments shall be constructed in accordance with the details shown on the project drawings, Main Roads standard drawing Nos 201131-0061 and 201631-090 and as described in this Specification.

All associated in situ concrete work including concrete supply, placement, curing, formwork, and reinforcement, shall comply with section A1.12.

A1.13 Property Damage

The Contractor shall implement a strategy to ensure that no damage is caused to public or private property, including services, during the works. The contractor shall be held wholly liable for any damage to public or private property, including services.

A1.14 Variations

The contractor shall not vary the works described within the RFT unless specifically directed in writing by the Superintendent.

Appendix 2 – Information of Tenderers

DISCLAIMER

The information included in this section represents the Principal's best efforts to identify useful information that the Tenderer can use to assess some of the risks associated with the proposed contract. The Principal shall not be held liable in any way for the completeness or appropriateness of the information so provided – this is a matter for the Tenderer to assess and to determine in respect to their tender provisions.

BACKFILL AND GRAVEL PAVEMENT MATERIALS

The Contractor is responsible for the supply of all materials (backfill and pavement) required for all works.

The Principal has undertaken some investigation of potential borrow pits for the works.

Refer to the list below of possible sources of construction materials for the work.

- Griffith Rd Slk 17.55
- Syson Rd Slk 7.24

Material from these pits will be at no cost. However, the Contractor will need to make all allowances to extract and transport this material.

SEALING AGGREGATE

The Shire has some surplus sealing aggregate from previous works that the Contractor can use at no cost. However, the Contractor is responsible for the assessment of the suitability of this surplus material and ensuring its compliance for the work.

The material is located in the Perenjori townsite (North Rd depot) and the Contractor is responsible for all activities necessary to transport, handle and manage this material.

- 14mm approx. 130m³
- 10mm approx. 130m³

CONSTRUCTION WATER

The Contractor is responsible for the supply of water required for all works.

Based on the Principal's knowledge of the area, known potential sources of water for construction are listed below.

- Latham townsite standpipe

A2 READ AND KEEP THIS PART

- Caron Dam

Water from the Latham townsite standpipe will attract the following charges:

- RFID Card: \$28
- Water supply: \$10.66 / kL

Water from the Caron Dam is free. Contractors will need to supply all equipment to source the water from this source.

15. Governance:

15.1 CHRISTMAS ADMINISTRATION CLOSURE & COUNCIL AND STAFF FUNCTION 2025/26

Applicant:	Shire of Perenjori
File:	ADM0729
Date:	23 October 2025
Disclosure of Interest:	
Voting Requirements:	Simple Majority
Author:	Bianca Plug – Governance Officer
Responsible Officer:	Clinton Strugnell – Chief Executive Officer
Attachments:	Nil

Summary

This report seeks Council's endorsement for the closure of the Shire Administration Office during the 2025/26 Christmas and New Year period, and for the annual end-of-year function for Councillors, staff, and their immediate families.

Background

The Shire has traditionally closed the Administration Office between Christmas and New Year, as this period experiences minimal public demand and provides an opportunity for staff to take leave. It is proposed that Council continue this practice for the 2025/26 holiday period.

The proposed closure will be from 4.00 pm Friday, 19 December 2025, re-opening at 8.00 am Monday, 5 January 2026.

Public notice of the closure will be provided, with emergency contact details made available should any urgent matter arise. Staff are required to take annual leave or RDOs during this period, unless alternative arrangements are approved by their supervisor.

Council has also traditionally hosted an end-of-year Christmas function to recognise and celebrate the contribution of Councillors and staff. It is proposed that the 2025 function be held at the Perenjori Town Hall / rear of the Administration Office on Friday, 5 December 2025, commencing at 6.00 pm.

Statutory Environment

Nil

Policy Implications

Nil

Consultation

Clinton Strugnell – Chief Executive Officer
Nola Comerford – Manager Corporate Community Services
Adim Hajat – Community Development Officer

Financial Implications

Funds for the Christmas function are included in the 2025/26 Annual Budget allocations for Council functions.

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

Officer Comment

The annual administration Christmas/New Year stand-down is appropriate given there is not a high volume of counter or telephone enquiries, and where there is no particular need to have the administration building open at what is considered a quiet time of the year.

The annual Christmas function continues to play an important role in promoting staff morale, acknowledging the year's achievements, and fostering positive relationships between Councillors, staff and their families. When selecting the function date, other community events and functions scheduled in Perenjori during December were considered to avoid overlap and ensure the best possible attendance.

OFFICER RECOMMENDATION

Council Resolution Number:

Moved:

Seconded:

That Council:

1. **Endorse the closure of the Shire Administration Office for the 2025/26 Christmas and New Year period from 4.00 pm Friday, 19 December 2025, re-opening 8.00 am Monday, 5 January 2026.**
2. **Approve an end of year Christmas function for Councillors, staff and their immediate families, to be held at the Perenjori Town Hall / rear of the Administration Office on Friday, 5 December 2025, commencing at 6.00 pm.**

Motion put and carried / lost

For:

Against:

[Next Item](#)

15.2 STATUS REPORT OF COUNCIL DECISIONS – OCTOBER 2025

Applicant:	Shire of Perenjori
File:	Nil
Date:	23 October 2025
Disclosure of Interest:	
Voting Requirements:	Simple Majority
Author:	Bianca Plug – Governance Officer
Responsible Officer:	Clinton Strugnell – Chief Executive Officer
Attachments:	15.2.1 - Status Report

Summary

For Council to note the Status Report of Council Decisions for the month of October 2025.

Background

The Status Report functions as an internal administrative tool used by Executive Staff to monitor the implementation and progress of Council's resolutions following each meeting.

To strengthen transparency and communication between Council, staff, and the community, the Status Report will be reinstated as a standing agenda item. Presenting the report formally to Council aligns with good governance principles and allows elected members to monitor the status of all outstanding actions.

Statutory Environment

Nil

Policy Implications

Nil

Consultation

Clinton Strugnell – Chief Executive Officer
Nola Comerford – Manager Corporate Community Services
Ally Bryant – Finance Officer
Maarten 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
Strategic Objectives

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

Officer Comment

Reinstating the Status Report as a standing agenda item aligns with standard practice across local governments and supports continuous improvement in Council reporting and communication.

The attached Status Report includes all outstanding Council resolutions for 2025 to date. Moving forward, completed items will remain on the report for one additional month before being removed.

OFFICER RECOMMENDATION

Council Resolution Number:

Moved:

Seconded:

That Council note the Status Report of Council Decisions for the month of October 2025.

Motion put and carried / lost

For:

Against:

[Next Item](#)

MEETING DATE	MEETING TYPE	RESOLUTION NO.	ITEM TITLE	ACTION PLAN	RESPONSIBLE OFFICER	SUB ASSIGNEE	STATUS	COMMENT
20/02/2025	OCM	200225.26	Lease Renewal (Lease L6808) - License to Occupy Rail Corridor, Britt Street, Latham	Submit a renewal request to the Public Transport Authority to renew Lease (L6808) with Arc Infrastructure for a term of 10 years.	CEO	Governance	Pending	Lease renewal request sent to the PTA 26/02/2025 Second attempt to contact PTA 11/06/2025 Third attempt to contact PTA 15/10/2025
20/03/2025	ACM	-	Minutes from the 20 March 2025 Audit Committee Meeting	Shire President to sign minutes and confirmed copy to be uploaded to the Shire website and placed in the safe for binding.	CEO	Governance	Pending	To be confirmed at the next Audit Committee Meeting
19/06/2025	OCM	190625.14	Proposed Amendment to No 1 to the Shire of Perenjori Local Planning Scheme No 3	Update Liz Bushby, Planning Consultant of Councils decision and arrange the Shire President and CEO to sign the amendment No 1 document and affix the Common Seal.	CEO	Governance	In Progress	Document emailed 20/06/2025 Emailed to request update 17/10/2025
25/09/2025	OCM	250925.9	Disposal of Council Residential Properties	Provide valuations to tenants of 50 Russell St, 59 Russell St and 19 Hesford St	MCCS	CDO	Pending	Valuation completed on 16/10/2025
25/09/2025	OCM	250925.9	Disposal of Council Residential Properties	Proceed with sale of property to current tenants at 50 Russell St, 59 Russell St and 19 Hesford St.	CEO	MCCS	Pending	
25/09/2025	OCM	250925.14	Lot 160 England Crescent, Perenjori	Contact McLeods Lawyers to proceed with a buy-back offer to ASIC for Lot 160 England Crescent of \$10,000	CEO	MCCS	In Progress	
25/09/2025	OCM	250925.18	Short Term Rental Accommodation Scheme Amendment	Amend the Shire's Local Planning Scheme No. 3 & Advise the WA Planning Commission	CEO	Governance	In Progress	Letter, signed & sealed Scheme Amendment No. 2 document sent to WAPC 1/10/2025
25/09/2025	OCM	250925.23	Disposal of Old Depot Sheds	Old Depot Sheds to be removed	CEO	Governance	In Progress	Letters and invoices sent 8/10/2025 Removal of some sheds has commenced
25/09/2025	OCM	250925.26	CEO Performance Criteria	Organise a performance review to be undertaken by Gary Hunt in February 2026	CEO	Governance	In Progress	
25/09/2025	OCM	-	Minutes from 25 September 2025 Ordinary Council Meeting	Shire President to sign minutes and confirmed copy to be uploaded to the Shire website and placed in the safe for binding.	CEO	Governance	Pending	Pending October Council Meeting.

16. Confidential Reports:

17. Ordering the Common Seal:

Document	Organisation	Purpose	Date
Right of Entry & Consent to Security	Perenjori WA Pty Ltd	Lease and Operation of a Supermarket	July 2025
Local Planning Scheme No. 3 Amendment No. 2	Shire of Perenjori	Short Term Rental Accommodation Scheme Amendment	October 2025

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, 27 November 2025 in the Shire of Perenjori Council Chambers, 56 Fowler St, Perenjori WA 6620, commencing at 3.00 pm.