

**SHIRE**  
*of*  
**DANDARAGAN**

**MINUTES**

**of the**

**ORDINARY COUNCIL MEETING**

**held at the**

**COUNCIL CHAMBERS, JURIEN BAY**

**on**

**THURSDAY, 26 FEBRUARY 2026**

**COMMENCING AT 4.00PM**

***THESE MINUTES ARE YET TO BE CONFIRMED***

*(THIS DOCUMENT IS AVAILABLE IN LARGER PRINT ON REQUEST)*

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## 1 DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS

### 1.1 DECLARATION OF OPENING

The Shire President declared the meeting open at 4.00pm and welcomed those present.

*"I would like to acknowledge the traditional owners of the land we are meeting on today, the Yued people of the great Nyungar Nation and we pay our respects to Elders both past, present and emerging."*

### 1.2 DISCLAIMER READING

The disclaimer was read aloud as there were 8 members of the public present.

*"No responsibility whatsoever is implied or accepted by the Shire of Dandaragan for any act, omission, statement or intimation occurring during this meeting."*

*It is strongly advised that persons do not act on what is heard and should only rely on written confirmation of Council's decision, which will be provided within fourteen days."*

## 2 RECORD OF ATTENDANCE / APOLOGIES / APPROVED LEAVE OF ABSENCE

### Members

Councillor T O’Gorman	(President)
Councillor G Lethlean	(Deputy President)
Councillor W Gibson	
Councillor R Glasfurd	
Councillor S Johnson	
Councillor S Krakowiak	
Councillor S Young	

### Staff

Mr B Bailey	(Chief Executive Officer)
Mr L Fouché	(Executive Manager Development Services)
Mrs R Pink	(Executive Manager of Corporate Services)
Mr A MacKenzie	(Manager Development Planning)
Mrs K Dean	(Administration Officer)
Mrs E Collinson	(Coordinator Infrastructure Services)

### Apologies

Nil

**Approved Leave of Absence**

Nil

**Observers**

Nil

**3 RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE**

Nil

**4 PUBLIC QUESTION TIME*****Ray Glasfurd***

*Is it correct that the Tilt project have \$5 million to bitumise the road, is that what it's going to cost?*

Chief Executive Officer

The Shire has provided the developer with a scope of works and design that satisfies the Shire's requirements, and they will be contracting that out to the private sector themselves.

***Ray Glasfurd***

*Is that going to be the yard stick for all renewable projects?*

Chief Executive Officer

Yes, at this stage all renewable energy projects we are talking to are required to construct and seal primary access roads to ensure local roads remain safe and accessible during construction activity.

***Ray Glasfurd***

*So that's how it will be done, not on the megawattage?*

Chief Executive Officer

They are separate issues. The condition of approval for the upgrading of roads is applied to all renewable energy projects through the Development Approvals process.

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*\* The condition states – “Prior to commencement of works on-site, the access points onto the subject land and any road works shall be located and constructed to the satisfaction of the Shire of Dandaragan and include all necessary drainage and signage. Costs applicable to the construction of the access points onto the site and any related issues shall be borne by the proponent.”*

## **5 APPLICATIONS FOR LEAVE OF ABSENCE**

Nil

## **6 CONFIRMATION OF MINUTES**

### **6.1 MINUTES OF THE ORDINARY COUNCIL MEETING HELD 18 DECEMBER 2025**

#### **COUNCIL DECISION**

**Moved Cr Lethlean, seconded Cr Young**

**That the minutes of the Ordinary Meeting of Council held be confirmed.**

**CARRIED 7 / 0**

## **7 NOTICES AND ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION**

The Shire President invited Councillor Glasfurd to address the meeting.

*Cr Glasfurd addressed the Council with the following statement:*

*“A complaint was made to the Local Government Standards Panel, in which it was alleged that I contravened Regulation 34D of the Local Government (Administration) Regulations 1996 and Regulation 20 of Division 4 of the Local Government (Model Code of Conduct) Regulations 2021 when, at the Special Council Meeting of 9 July 2025. I made certain comments which: a) improperly and incorrectly implied that the Shire’s administrative staff were incompetent and dishonest; b) were offensive and objectionable towards the Shire’s administrative staff; and c) adversely reflected on the actions of the Shire’s administrative staff. I acknowledge that I should have made the relevant comments and that the same were inaccurate and improper. I now apologise to the Shire’s administrative staff, the Shire and my fellow Councillors. Notwithstanding this apology, I will continue to represent my community and advocate on matters of importance to them in the best interest of the shire.”*

## **8 PETITIONS / DEPUTATIONS / PRESENTATIONS / SUBMISSIONS**

Nil

## 9 REPORTS OF COMMITTEES AND OFFICERS

### 9.1 CORPORATE & COMMUNITY SERVICES

#### 9.1.1 ACCOUNTS FOR PAYMENT FOR THE PERIOD ENDED 31 DECEMBER 2025

Location:	Shire of Dandaragan
Applicant:	N/A
File Reference:	Doc Id: SODR-2042075298-15136
Disclosure of Interest:	Nil
Date:	5 December 2025
Author:	Rebecca Pink, Executive Manager Corporate Services
Senior Officer:	Brent Bailey, Chief Executive Officer

#### PROPOSAL

To receive the Cheque, EFT, BPAY, Direct Debit and Fuel Card listing for the month of December 2025.

#### BACKGROUND

In accordance with the *Local Government Act 1995*, and *Financial Management Regulations 1996*, a list of expenditure payments is required to be presented to Council.

#### COMMENT

The Cheque, EFT, BPAY and Direct Debit (including fuel cards) payments for December 2025 totalled **\$1,547,912.79** for the Municipal Fund.

Should Councillors wish to raise any issues relating to the December 2025 Accounts for payment, please do not hesitate to contact the Executive Manager prior to the Council Meeting, in order that research can be undertaken, and details provided either at the time of the query or at the meeting.

#### CONSULTATION

Nil

#### STATUTORY ENVIRONMENT

Regulation 13 of the *Local Government Financial Management Regulations 1997*.

#### POLICY IMPLICATIONS

There are no policy implications relevant to this item.

#### FINANCIAL IMPLICATIONS

There are no adverse trends to report currently.

#### STRATEGIC IMPLICATIONS

There are no strategic implications relevant to this item.

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ATTACHMENTS

Circulated with the agenda is the following item relevant to this report:

- Cheque, EFT, BPAY, Direct Debit and Fuel Card listings for December 2025 (Doc Id: SODR-2042075298-151534)

**(Marked 9.1.1)**

VOTING REQUIREMENT

Simple majority

**OFFICER RECOMMENDATION / COUNCIL DECISION**

**Moved Cr Gibson, seconded Cr Johnson**

**That Council receive the Cheque, EFT, BPAY, Direct Debit and Fuel Card payment listing for the period ending 31 December 2025 totalling \$1,547,912.79.**

**CARRIED 7 / 0**

**FOR: Cr O’Gorman, Cr Lethlean, Cr Gibson, Cr Young,  
Cr Johnson, Cr Glasfurd, Cr Krakowiak**

**AGAINST: Nil**

## **9.1.2 ACCOUNTS FOR PAYMENT FOR THE PERIOD ENDED 31 JANUARY 2026**

Location:	Shire of Dandaragan
Applicant:	N/A
File Reference:	Doc Id: SODR-2042075298-151540
Disclosure of Interest:	Nil
Date:	05 January 2026
Author:	Rebecca Pink, Executive Manager Corporate Services
Senior Officer:	Brent Bailey, Chief Executive Officer

PROPOSAL

To receive the Cheque, EFT, BPAY, Direct Debit and Fuel Card listing for the month of January 2026.

BACKGROUND

In accordance with the *Local Government Act 1995*, and *Financial Management Regulations 1996*, a list of expenditure payments is required to be presented to Council.

COMMENT

The Cheque, EFT, BPAY and Direct Debit (including fuel cards) payments for January 2026 totalled **\$1,357,722.04** for the Municipal Fund.

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Should Councillors wish to raise any issues relating to the January 2025 Accounts for payment, please do not hesitate to contact the Executive Manager prior to the Council Meeting, in order that research can be undertaken, and details provided either at the time of the query or at the meeting.

CONSULTATION

Nil

STATUTORY ENVIRONMENT

Regulation 13 of the *Local Government Financial Management Regulations 1997*.

POLICY IMPLICATIONS

There are no policy implications relevant to this item.

FINANCIAL IMPLICATIONS

There are no adverse trends to report currently.

STRATEGIC IMPLICATIONS

There are no strategic implications relevant to this item.

ATTACHMENTS

Circulated with the agenda is the following item relevant to this report:

- Cheque, EFT, BPAY, Direct Debit and Fuel Card listings for January 2026 (Doc Id: SODR-2042075298-151538)

**(Marked 9.1.2)**

VOTING REQUIREMENT

Simple majority

**OFFICER RECOMMENDATION / COUNCIL DECISION**

**Moved Cr Krakowiak, seconded Cr Young**

**That Council receive the Cheque, EFT, BPAY, Direct Debit and Fuel Card payment listing for the period ending 31 January 2026 totalling \$1,357,722.04.**

**CARRIED 7 / 0**

**FOR: Cr O'Gorman, Cr Lethlean, Cr Gibson, Cr Young,  
Cr Johnson, Cr Glasfurd, Cr Krakowiak**

**AGAINST: Nil**

**9.1.3 FINANCIAL STATEMENTS – MONTHLY REPORTING FOR THE PERIOD ENDING 31 DECEMBER 2025**

Location:

Shire of Dandaragan

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Applicant:	N/A
File Reference:	Doc Id: SODR-2042075298-151299
Disclosure of Interest:	None
Date:	02 February 2026
Author:	Rebecca Pink, Executive Manager Corporate Services
Senior Officer:	Brent Bailey, Chief Executive Officer

**PROPOSAL**

To present the Monthly Financial Report for the period ending 31 December 2025 to Council.

**BACKGROUND**

Regulations 34 and 35 of the *Local Government (Financial Management) Regulations 1996* require a monthly statement of financial activity, monthly statement of financial position and explanation of material variances to be presented to Council.

The report must be presented at an ordinary meeting of council within two months after the end of the month to which the statement relates. Regulations prescribe the information to be contained in the report.

The Monthly Financial Report has been compiled to comply with the *Local Government Act 1995*, associated regulations, and to the extent they are not inconsistent with *the Local Government Act 1995* and the *Australian Accounting Standards*.

In accordance with regulation 34(5) of the *Local Government (Financial Management) Regulations 1996*, on 24 July 2025, Council adopted the annual material variance threshold of 10% for reporting budget variances within monthly financial reporting for the 2025/26 financial year, subject to a \$10,000 minimum, below which, variances are not required to be reported.

**COMMENT**

The Monthly Financial Report for the period ending 31 December 2025 is attached to include the following information as required by legislation:

- Statement of Financial Activity;
- Statement of Financial Position;
- Note 1 – Basis of Preparation and Significant Accounting Policies;
- Note 2 – Statement of Financial Activity Information; and
- Note 3 - Explanation of Material Variances.

There is no legislative requirement for supplementary financial information to be considered with the monthly financial reports presented to Council, however, to assist Council with explanatory details for the above statements, there is supplementary information at the back of the statements.

Should Councillors wish to raise any issues relating to the 31 December 2025 financial statements, please do not hesitate to

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contact the Executive Manager prior to the Council Meeting for research to be undertaken and details provided either at the time of the query or at the meeting.

**STATUTORY ENVIRONMENT**

- Regulation 34 and 35 of the *Local Government (Financial Management) Regulations 1996*.

**POLICY IMPLICATIONS**

There are no known policy implications associated with this item.

**FINANCIAL IMPLICATIONS**

The presentation of these monthly financial reports provides Council with regular updates regarding the status of the financial position and assists to comply with the *Local Government Act 1995* and associated regulations.

**STRATEGIC IMPLICATIONS**

There are no known strategic implications associated with this item.

**ATTACHMENTS**

Circulated with the agenda is the following item relevant to this report:

- Financial statements for the period ending 31 December 2025 (Doc Id: SODR-2042075298-151298)

**(Marked 9.1.3)**

**VOTING REQUIREMENT**

Simple majority

**OFFICER RECOMMENDATION / COUNCIL DECISION**

**Moved Cr Johnson, seconded Cr Lethlean**

**That Council receive the Monthly Financial Report for the period ended 31 December 2025.**

**CARRIED 7 / 0**

**FOR: Cr O'Gorman, Cr Lethlean, Cr Gibson, Cr Young,  
Cr Johnson, Cr Glasfurd, Cr Krakowiak**

**AGAINST: Nil**

**9.1.4 FINANCIAL STATEMENTS – MONTHLY REPORTING FOR THE PERIOD ENDING 31 JANUARY 2026**

Location:	Shire of Dandaragan
Applicant:	N/A
File Reference:	Doc Id: SODR-2042075298-152076
Disclosure of Interest:	None
Date:	02 February 2026

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Author: Rebecca Pink, Executive Manager Corporate Services  
 Senior Officer: Brent Bailey, Chief Executive Officer

### PROPOSAL

To present the Monthly Financial Report for the period ending 31 January 2026 to Council.

### BACKGROUND

Regulations 34 and 35 of the *Local Government (Financial Management) Regulations 1996* require a monthly statement of financial activity, monthly statement of financial position and explanation of material variances to be presented to Council.

The report must be presented at an ordinary meeting of council within two months after the end of the month to which the statement relates. Regulations prescribe the information to be contained in the report.

The Monthly Financial Report has been compiled to comply with the *Local Government Act 1995*, associated regulations, and to the extent they are not inconsistent with the *Local Government Act 1995* and the Australian Accounting Standards.

In accordance with regulation 34(5) of the *Local Government (Financial Management) Regulations 1996*, on 24 July 2025, Council adopted the annual material variance threshold of 10% for reporting budget variances within monthly financial reporting for the 2025/26 financial year, subject to a \$10,000 minimum, below which, variances are not required to be reported.

### COMMENT

The Monthly Financial Report for the period ending 31 January 2026 is attached to include the following information as required by legislation:

- Statement of Financial Activity;
- Statement of Financial Position;
- Note 1 – Basis of Preparation and Significant Accounting Policies;
- Note 2 – Statement of Financial Activity Information; and
- Note 3 - Explanation of Material Variances.

There is no legislative requirement for supplementary financial information to be considered with the monthly financial reports presented to Council, however, to assist Council with explanatory details for the above statements, there is supplementary information at the back of the statements.

Should Councillors wish to raise any issues relating to the 31 January 2026 financial statements, please do not hesitate to contact the Executive Manager prior to the Council Meeting for research to be undertaken and details provided either at the time of the query or at the meeting.

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STATUTORY ENVIRONMENT

- Regulation 34 and 35 of the *Local Government (Financial Management) Regulations 1996*.

POLICY IMPLICATIONS

There are no known policy implications associated with this item.

FINANCIAL IMPLICATIONS

The presentation of these monthly financial reports provides Council with regular updates regarding the status of the financial position and assists to comply with the *Local Government Act 1995* and associated regulations.

STRATEGIC IMPLICATIONS

There are no known strategic implications associated with this item.

ATTACHMENTS

Circulated with the agenda is the following item relevant to this report:

- Financial statements for the period ending 31 January 2026  
(Doc Id: SODR-2042075298-152047)

**(Marked 9.1.4)**

VOTING REQUIREMENT

Simple majority

**OFFICER RECOMMENDATION / COUNCIL DECISION**

**Moved Cr Young, seconded Cr Lethlean**

**That Council receive the Monthly Financial Report for the period ended 31 January 2026.**

**CARRIED 7 / 0**

**FOR: Cr O'Gorman, Cr Lethlean, Cr Gibson, Cr Young,  
Cr Johnson, Cr Glasfurd, Cr Krakowiak**

**AGAINST: Nil**

**9.1.5 COMMUNITY CENTRE MANAGEMENT COMMITTEE  
INFORMATION MANUAL**

Location:	Shire of Dandaragan
Applicant:	N/A
File Reference:	Doc Id: SODR-1876983588-2905
Disclosure of Interest:	Nil
Date:	10 February 2026
Author:	Rhiarn Sutton, Manager Customer and Community Service
Senior Officer:	Brent Bailey, Chief Executive Officer

PROPOSAL

That Council endorses the updated Community Centre Management Committee Information Resource Manual 2026.

#### BACKGROUND

In May 1993, the Shire compiled the first Community Centre Management Committee Information Resource Manual 2026 (Manual) to support Management Committee members and Council representatives. The purpose of the Manual is to provide clear guidance on the tasks, responsibilities, and considerations involved in managing a community facility. It is also intended to be a practical reference tool presented to incoming committee representatives at each Annual General Meeting to assist with continuity and understanding of their role.

The Manual was last reviewed in 2014, and updated version has now been prepared for Council consideration to reflect current practices, processes, and responsibilities.

#### COMMENT

The Manual has been comprehensively updated to reflect contemporary governance expectations. The revised Manual provides clearly defined roles and responsibilities for Management Committee members, supporting their effective oversight and operation of community facilities.

The Manual has also been fully reviewed to ensure all information is current. Key updates include:

- **Public Liability Insurance:** The recommended insurance indemnity level has been increased from \$10 million to \$20 million to align with current risk management standards.
- **Permit and Compliance Guidance:** Information relating to relevant permits and approvals has been updated to reflect current legislative and administrative requirements.
- **Maintenance and Budget Procedures:** New procedures have been incorporated for Management Committees to report maintenance issues and submit budget requests to Council for repairs, maintenance, or proposed improvements.

Further clarification has been provided regarding floor maintenance responsibilities. It is proposed that the Shire will now fund 50% of the total cost of sealing the floors within community centres. The previous requirement for volunteer labour to undertake sanding created operational challenges, and only 50% of material costs were covered under earlier arrangements.

Clarification has also been added regarding Council's previous practice of allowing community centre use without a hire fee when kitchen facilities were not utilised. To support ongoing presentation and hygiene standards, a post-use cleaning fee, determined by each Committee, has now been incorporated into the Manual.

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CONSULTATION

- Jurien Sport and Recreation Centre Management Committee
- Cervantes Community Recreation Centre Management Committee
- Dandaragan Community Centre Management Committee
- Badgingarra Community Centre Management Committee

STATUTORY ENVIRONMENT

There are no statutory implications relevant to this item

POLICY IMPLICATIONS

C-5PMMCC04 – Provision, Management and Maintenance of Community Centres

FINANCIAL IMPLICATIONS

Annual maintenance and repair works carried out across the four community centres vary year to year based on identified priorities by Shire staff and the committee. The 2025/26 budget identifies approximately \$45,000 in expenditure.

Council's contribution towards floor re-sealing costs detailed above is approximately \$6,000 per community centre and is carried out approximately every 5 years.

STRATEGIC IMPLICATIONS

Council Plan – Infrastructure

<b>Outcome</b>	<b>Initiative</b>
Our public spaces are well planned and maintained to maximised inclusive usage and community interaction	Ongoing implementation of Shire Buildings Capital and Maintenance Program

ATTACHMENTS

Circulated with the agenda are the following items relevant to this report:

- Management Committee Information Resource Manual 2026 (Doc Id. SODR-1272937250-4104)
- Management Committee Information Resource Manual 2014 (Doc Id. SODR-1299721860-52369)
- Council Policy – Provision, Management and Maintenance of Community Centres (Doc. Id: SODR-878193511-2774)

**(Marked 9.1.5)**

VOTING REQUIREMENT

Simple majority

**OFFICER RECOMMENDATION / COUNCIL DECISION**

**Moved Cr Lethlean, seconded Cr Gibson**

**That Council endorse the Community Centre Management Committee Information Resource Manual 2026 to guide the**

ongoing operation of the Shire's Community Recreation Centres.

**CARRIED 7 / 0**

**FOR: Cr O'Gorman, Cr Lethlean, Cr Gibson, Cr Young,  
Cr Johnson, Cr Glasfurd, Cr Krakowiak**

**AGAINST: Nil**

## 9.2 INFRASTRUCTURE SERVICES

### 9.2.1 SHARED PATH PAVEMENT CONSTRUCTION – COALSEAM DRIVE

Location:	Coalseam Drive Footpath
Applicant:	Shire of Dandaragan
File Reference:	Doc Id: SODR-872172829-45616
Disclosure of Interest:	Nil
Date:	03 February 2026
Author:	Brad Pepper, Executive Manager Infrastructure
Senior Officer:	Brent Bailey, Chief Executive Officer

#### PROPOSAL

For Council to determine and endorse the most appropriate pavement construction type for the Coalseam Drive shared path project, funded from Municipal funds in the 2025/26 financial year, following a review of updated construction costs and whole-of-life value considerations.

#### BACKGROUND

Over many years Council has been upgrading/installing new shared dual use footpaths throughout each of its towns. Paths that link strategic destinations that are work to home precincts, recreation/tourism locations and shopping districts.

The last path installed 2.5 years ago cost approx. \$50/m<sup>2</sup> which included clearing, all earthworks, concrete, joins, sealant, colouring, line marking and backfill of shoulders.

The budget estimate for the new shared path to the Coalseam Industrial Area was \$60/m<sup>2</sup> allowing for 3 years of CPI price rises and retaining the construction method as concrete to maximise durability and local supplier content. The total project was included in the budget for \$288,000.

The path runs from Carmella Street, along Bashford Street, past Airstrip Road and onto Coalseam Drive, ending at the intersection of Gypsum Street, equalling approx. 4,560m<sup>2</sup>.

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Concrete has been the preferred solution for Council's shared path network since 2018, as it was a comparable price to asphalt, could be delivered by local suppliers, lasted longer and required less maintenance. However, a request for quote was carried out for this current project and the prices returned are around \$63/m<sup>2</sup> for concrete works only, significantly more than what was anticipated. Other associated earthworks and finishing are estimated to cost approximately \$45,000.

Considering the large increase in the unit rate for concrete footpaths, Council direction is sought to guide which material is appropriate for this path, which is both substantially longer than other projects and outside of the typical townsite boundary.

The following considerations have been collated to assist Council's decision on this matter:

### Construction Alternatives

#### 1. Gravel – unsealed

##### a. Positives

- i. Lowest cost and easiest material to install
- ii. Easy and cheap to maintain, grade water and roll in winter
- iii. Essentially is prepared onsite already by in-house resources
- iv. Within current budget

##### b. Negatives

- i. Requires more frequent maintenance
- ii. Lowest design life – approx. 10 years
- iii. Expect surface deterioration regularly
- iv. Substantially less functional for users during winter and wet weather.

#### 2. Sealed – (10mm spray seal base coat, followed by a 5mm second coat, and a final sand seal.)

##### a. Positives

- i. Lowest cost sealed method at around \$15/m<sup>2</sup>
- ii. Will provide a smooth surface to ride
- iii. Easy and lower relative cost to maintain with in-house resources
- iv. Within current budget

##### b. Negatives

- i. Will require more maintenance than asphalt
- ii. Susceptible to weeds and puff balls growing through
- iii. Relatively shorter useful life at 10 - 15 years before a reseal is needed

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### 3. Asphalt

#### a. Positives

- i. Nice smooth riding surface
- ii. Approximate useful life with maintenance 25 - 30 years
- iii. Aesthetically appealing
- iv. Within current budget

#### b. Negatives

- i. Approx. \$40/m<sup>2</sup>(asphalt only)
- ii. Can crack and develop uneven surface, is susceptible to weeds and puff balls growing through
- iii. Maintenance is expensive and generally can't be done in-house

### 4. Concrete

#### a. Positives

- i. Very good riding/walking surface
- ii. Approximate useful life with maintenance 50 - 60 years
- iii. Requires very little maintenance
- iv. On or just over current budget

#### b. Negatives

- i. Currently around \$63/m<sup>2</sup> for concrete only (no prep work or pavement)
- ii. Reactive maintenance is expensive if required and can't be done in-house
- iii. Can crack, but usually in the control joints

### COMMENT

While concrete has traditionally offered good value for money and required significantly less maintenance, recent cost escalations have reduced its overall competitiveness. The 2022–2032 Path Network Plan identifies the Carmella–Coalseam route as an expansion project and proposes a 3-metre-wide shared path, potentially line-marked, constructed using a bitumen seal consistent with Option 2.

Considering whole-of-life costs, current budget constraints, and alignment with adopted strategic planning, the sealed bituminous option now represents the most economical and strategically appropriate solution for this project. Accordingly, officers are now reverting the recommended construction method back to this option rather than concrete and are seeking Council endorsement of this approach.

Following this recommendation, the revised construction method will comprise a 10 mm spray-seal base coat, followed by a 5 mm second coat and a final sand seal. Any savings achieved by adopting this method can be redirected to other projects such as

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the Coalseam–Jurien Bay Heights shared path project once this project is shovel ready.

Council may also elect to retain concrete as the preferred construction method, recognising its superior durability, longer service life, increased local contractor involvement and minimal maintenance requirements. Although the recent escalation in concrete prices has reduced its cost competitiveness, concrete remains the highest-performing pavement option and provides a long-term asset with a lifespan of 50–60 years and very low maintenance needs. Choosing concrete reflects Council’s prerogative to invest in the most robust and enduring infrastructure solution, acknowledging that the higher upfront cost may be justified by long-term performance and reduced renewal pressures.

**CONSULTATION**

Nil

**STATUTORY ENVIRONMENT**

Nil

**POLICY IMPLICATIONS**

There are no policy implications relevant to this item.

**FINANCIAL IMPLICATIONS**

Expected project costs of the different methods

1. Gravel – in-house and no material costs
2. Sealed - \$15/m<sup>2</sup>, \$70,000 – savings, \$218,000
3. Asphalt - \$40/m<sup>2</sup>, \$185,000 – savings \$103,000
4. Concrete - \$63/m<sup>2</sup> - \$283,000 – savings \$5,000

**STRATEGIC IMPLICATIONS**

Strategic Community Plan - Envision 2029

<b>Infrastructure</b>	The Shire will sustain a dynamic infrastructure network responsive to usage demand that attracts and retains residents and businesses.
<b>Outcomes</b>	Our communities contain vibrant, activated public open spaces and buildings with high levels of utilization and functionality. Our investments in public assets are based on responsible and sustainable asset custodianship.

**ATTACHMENTS**

Not applicable

**VOTING REQUIREMENT**

Simple Majority

**OFFICER RECOMMENDATION / COUNCIL DECISION****Moved Cr Gibson, seconded Cr Lethlean****That Council support the revised construction method for the Coalseam Drive shared path, using a sealed bituminous pavement (Option 2) at an estimated cost of \$70,000, with projected savings of \$218,000 to be returned to Municipal funds.****CARRIED 7 / 0****FOR: Cr O'Gorman, Cr Lethlean, Cr Gibson, Cr Young,  
Cr Johnson, Cr Glasfurd, Cr Krakowiak****AGAINST: Nil****9.3 DEVELOPMENT SERVICES****9.3.1 PROPOSED AMENDMENT TO WESTPORK PIGGERY WIND  
TURBINES - LOT 3616 (NO.898) AGATON ROAD,  
DANDARAGAN**

Location:	Lot 3616 (No.898) Agaton Road, Dandaragan
Applicant:	Advanced Energy Resources on behalf of Westpork
File Reference:	Doc Id: SODR-1262144384-32363
Disclosure of Interest:	Nil
Date:	12 January 2026
Author:	Janine Eriksson, Strategic Planning Coordinator
Senior Officer:	Louis Fouche, Executive Manager Development Services

**PROPOSAL**

This report presents the details of a proposed amendment to development approval granted on the 22 April 2021 (subsequently amended on the 28 July 2022) for the construction of eight wind turbines on Westpork's Moora piggery development site (898 Agaton Road, Dandaragan). Two 1.8MW wind turbines at a height of 95m have been constructed and are operating.

The amended application (as per Attachment 1) proposes to reduce the height and size of the remaining unconstructed six wind turbines and shift the alignment of the wind turbines slightly west of the existing approved location.

The proposal includes the following elements:

- Up to six (6) 0.22 MW wind turbines, instead of already approved larger 1.8 MW wind turbines. (See Figure 1 below).
- Each wind turbine will be mounted on a tower of maximum 30m height, with blade length maximum 13.5m resulting in a total maximum tip height of 44m;

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- Generator, power conversion equipment and control system housed within the hub and base of the wind turbines;
- Ground mounted electrical transformer located next to the base of the wind turbines;
- Approximately 1km of underground powerline to connect the wind turbines to the existing private microgrid network.

The previously approved wind turbines were proposed to be located as indicated on Figure 2 below. The amended application proposes to locate the turbines on elevated land west of the current approved location as indicated in Figure 3 below.

The main electricity energy usage at a piggery is for shed heating, cooling and ventilation. The electricity generated by the wind turbines will offset electricity required from the electricity network and, at times of low on-site demand, excess renewable electricity will be exported to the local electricity network. The proposal will reduce the greenhouse impact of the piggery and supply approximately 80% of Westpork's annual electricity requirements with renewable energy.

**Figure 1: Wind Turbine Dimensions Comparisons**

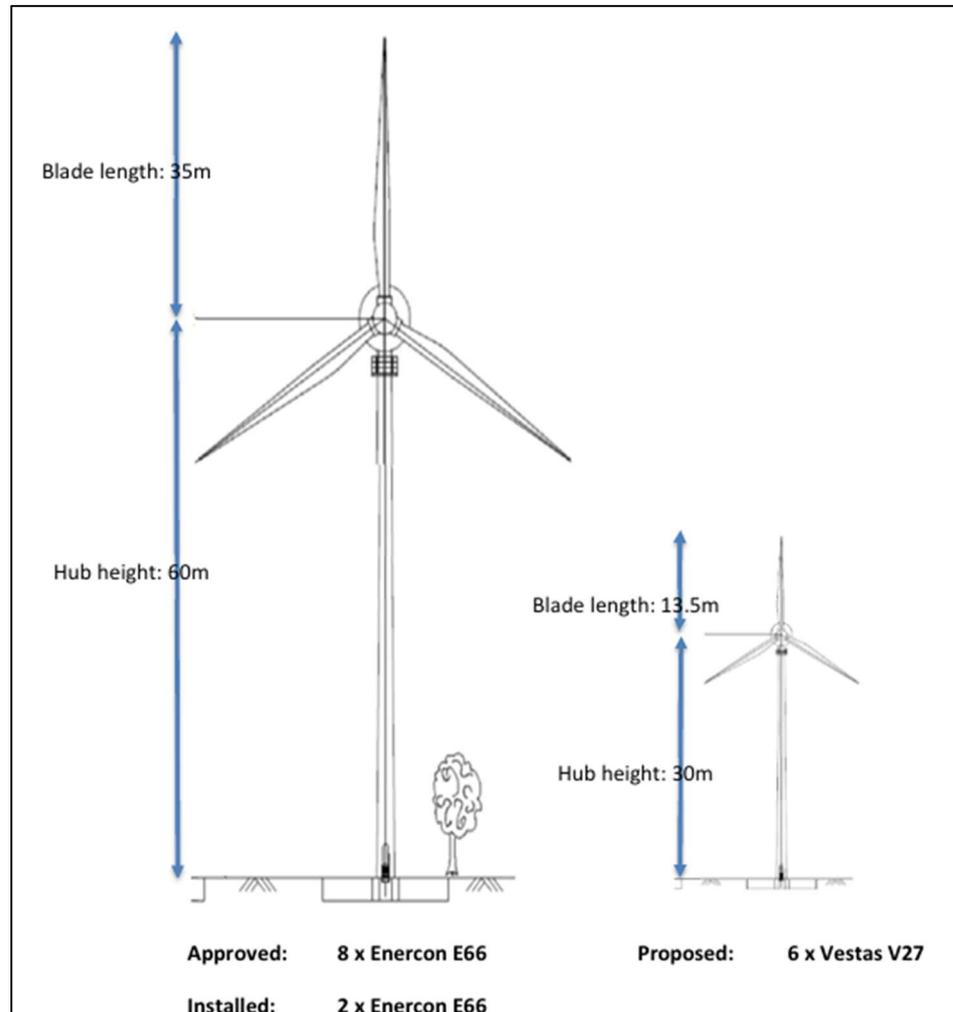
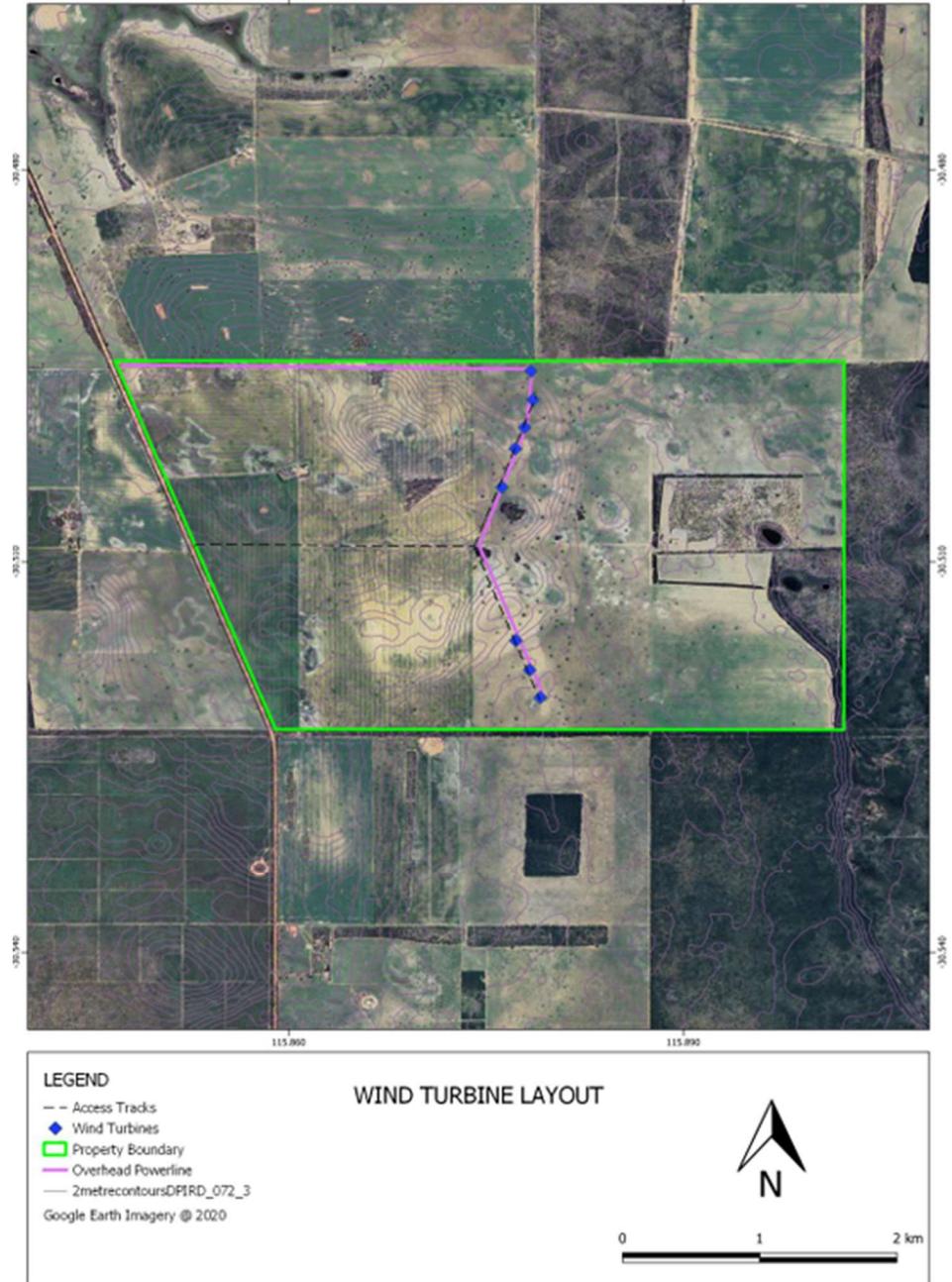


Figure 2: Approved location for wind turbines 2021



**Figure 3:** Proposed location for wind turbines

### BACKGROUND

The Midwest/Wheatbelt Joint Development Assessment Panel granted a three (3) year conditional development approval for a 68,000 head piggery on the subject property on 1 May 2017 and on 26 July 2018, the Shire of Dandaragan granted a two (2) year extension to this development which is currently operating.

Conditional development approval was granted on 22 April 2021 for the installation of eight wind turbines on the subject property. (See Attachment 2: Conditional development approval). Council approved an amended development application on 28 July 2022 which modified the size of the proposed wind turbines as set out in Table 1 below. The amended plans were subject to the conditions of the approved development application.

**Table 1:** Approved Design Standards

	Approved Design 2021	Amended Design 2022
Rated capacity	500kW	1800kW
Tower height	65m	70m
Balder diameter	21m	35m
Maximum tip height	86m	105m

### COMMENT

Following approval of the development application in 2021 and the amended plans in 2022, two wind turbines were constructed. This represents substantial commencement of the approved development, and as such the approval remains valid.

The repositioning of the turbines results in separation distances of approximately 1.3–2 km from all lot boundaries and 2.975km from the nearest adjoining dwelling. In combination with the reduced turbine height and maintaining the centralised location within the site, the proposed changes do not intensify the approved use and overall represents a reduced impact outcome for the site.

### Environmental impact

The amended development application poses insignificant environmental impacts as no vegetation clearing will be required for the development as it will be sited on existing cleared farmland accessways. A stand of vegetation immediately south of the proposed turbines has been identified as a Threatened Ecological Community. The proposal does not require clearing of this vegetation, as turbine construction and associated works will avoid this area.

As the proposed turbines are not located within a mapped Bushfire Prone Area and the proposal does not result in any intensification of the approved use of the site, *State Planning Policy 3.7 – Planning in Bushfire Prone Areas* does not apply and no bushfire planning assessment is required.

### Traffic impact

The transport and construction program is not expected to impose a noticeable increase in road usage around the site and surrounding towns. Transport requirements to bring the turbines to the farm would be conducted over timeframe of 3-5 days. Approximately 5 “B-double” road train loads will be required to transport all equipment to site. The installation of the proposed turbines typically requires less than 40m<sup>3</sup> of concrete in the foundation construction - subject to the geotechnical and structural consultants’ final design. It is likely the concrete would be batched and trucked from Moora, over a period of approximately 1 week. It is envisaged that less than 10 truck movements per day would occur during this period of constructing the footings. The erection of turbines would require a 100-tonne crane that would remain on site for the duration of the erection works. Otherwise, only light vehicles will be required for access and egress of the site during normal daytime hours. No noticeable impact to the community from the transport and construction is anticipated. Conditions of the development approval apply. (See Attachment 2).

### Noise impact

The turbines are isolated from residential dwellings, with the closest turbine proposed 2.975km from the nearest neighbouring

residential dwelling. Given the relatively small scale of the wind turbines, being much smaller in scale and quieter than other existing wind turbines within the Shire, it is expected that there will be very limited, to no noise, received on adjoining land which will be below the 35 dB (A) industry noise limit.

#### Visual and landscape impact

The proponent previously provided a viewshed analysis taken from Agaton Road, looking north-east toward the turbine location at a comparable elevation, to demonstrate the limited visual impact of the development. This analysis was prepared in support of earlier applications and was accepted at the time as demonstrating that the impact on the broader landscape would be negligible.

The current proposal is located at a similar distance from Agaton Road; however, the proposed turbines are approximately half the height of those previously approved. Accordingly, the visual impact associated with turbine height is still considered negligible.

It is recommended that Council approve the application for the amendment to the wind turbine design previously approved. This decision will not alter the conditions of development approval previously imposed.

#### CONSULTATION

Comment was sought from landowners within 500m of the boundaries of the site and no submissions were received.

#### STATUTORY ENVIRONMENT

Local Planning Scheme No.7

As this application is an amendment to an existing approval, a determination in accordance with clause 3.4.2(b) (that the proposed development is consistent with the objective for Rural zone), is not required.

#### POLICY IMPLICATIONS

*Local Planning Policy ('LPP') 9.14 - Renewable Energy Facilities*

The proposed development is consistent with the provisions of the Shire of Dandaragan LPP.

*Draft Renewable Energy codes (Draft Code) (December 2025).*

The WAPC released the Code for public consultation on 15 December 2025, and submissions will close on 10 April 2026. The Code is intended to guide the assessment of development applications for energy infrastructure – including renewable energy facilities, battery energy storage systems and transmission systems – and sets out:

- the objectives and development provisions for their siting, design, construction, operation and decommissioning; and

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- the materials required to accompany associated development applications.

The Code (and any amendments to it) is made under Part 3A of the Planning and Development Act 2005 and in accordance with the Planning and Development (Planning Codes) Regulations 2024.

The Code will include 5 parts as indicated below (currently only part 1 and 2 have been prepared);

- code intent (Part 1)
- wind farms (Part 2);
- transmission systems (Part 3 – to be prepared);
- solar farms (Part 4 – to be prepared); and
- battery energy storage systems (Part 5 – to be prepared).

Assessment of development applications is merit based and must demonstrate that the proposal meets the Code's Element Objectives through either *Acceptable Outcomes* or *Performance Outcomes*.

Decision-makers must be satisfied the development complies with the Code, does not result in significant adverse impacts, and has addressed potential impacts through avoidance, minimisation or rectification where practicable. In making a determination, decision-makers may also consider any other relevant matters under the Planning Regulations.

Local Planning Policies must be consistent with the Code and Element Objectives.

The Shire of Dandaragan Local Planning Policy (LPP) may be reviewed following formal adoption of the Draft Code if necessary. It is noted that while the Code provides more detail, that the Shires LPP is relatively consistent with the Draft Code. Overall, the proposal is generally consistent with the WAPC Draft Code.

#### FINANCIAL IMPLICATIONS

The applicant has paid the required development application fee.

#### STRATEGIC IMPLICATIONS

Local Planning Strategy

Section 4.5 - Rural

##### *Strategic Directions*

*4. Support non-rural land uses that are compatible with, and complement, the primary use of the land.*

Section 4.7 – Economy

##### *Strategic Directions*

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*7. Work with industry to investigate and identify opportunities for renewable energy projects based on the Shire's competitive advantages (i.e. coastal winds and flat terrain).*

Actions – Renewable Energy

*11. Promote opportunities for renewable energy across the Shire, based on the Shire's favourable climactic and environmental attributes and investigate how agricultural projects may benefit.*

Section 4.8 – Utility Infrastructure

Actions – Energy

*4. When assessing proposals for wind farms and other alternative energy infrastructure, the Shire will consider visual landscape issues and other relevant matters set out in the Western Australian Planning Commission's Position Statement on Renewable Energy Facilities.*

Section 4.11 - Environment and Natural Resources

Strategic Directions

*3. Protect the valued landscape characteristics of the Shire's natural and rural landscapes, as assets to be appreciated by residents and tourists.*

Shire of Dandaragan – Council Plan

<b>Prosperity</b>	The region will experience economic and population growth with increasing economic opportunities, diversifying primary production and a vibrant visitor economy.
<b>Priority Outcomes</b>	Our Shire has a contemporary land use planning system that responds to and creates economic opportunities.

ATTACHMENTS

Circulated with the agenda are the following items relevant to this report:

- Application for Planning Approval – Amendment 2025 (SODR-1262144484-33980)
- Development Approval dated 23/4/2021 (SODR-1262144384-32173)

**(Marked 9.3.1)**

VOTING REQUIREMENT

Simple Majority

**OFFICER RECOMMENDATION / COUNCIL DECISION**

**Moved Cr Gibson, seconded Cr Young**

**That Council grant approval for the amendment to the wind turbine design as outlined in Attachment 2 for the approved Renewable energy facility (wind turbine development) on Lot 3616 (No.898) Agaton Road, Dandaragan and advise the applicant that this decision does not alter the conditions of**

development approval previously imposed by Council on 22 April 2021.

**CARRIED 7 / 0**

**FOR: Cr O’Gorman, Cr Lethlean, Cr Gibson, Cr Young,  
Cr Johnson, Cr Glasfurd, Cr Krakowiak**

**AGAINST: Nil**

## **9.4 GOVERNANCE & ADMINISTRATION**

### **9.4.1 POLICY MANUAL UPDATE – DEBT MANAGEMENT**

Location:	Shire of Dandaragan
Applicant:	N/A
File Reference:	Doc Id: SODR-461937211-1670
Disclosure of Interest:	Nil
Date:	30 January 2026
Author:	Lauren Miles, Human Resources
Senior Officer:	Rebecca Pink, Executive Manager Corporate Services

#### PROPOSAL

That Council endorse the proposed Debt Management Policy and the amendments to Policy C-3FHP06 – Financial Hardship. Together, these policies set the Shire’s framework for managing outstanding debt, supporting ratepayers and debtors experiencing financial hardship, and ensuring fair and compliant debt management practices under the *Local Government Act 1995*.

#### BACKGROUND

Policy C-3FHP06 – Financial Hardship outlines the Shire’s approach to assisting ratepayers and debtors experiencing financial difficulty. To strengthen governance and clarify debt recovery processes, a new Debt Management Policy has been developed. It provides a consistent and transparent framework for managing outstanding debt while meeting legislative requirements.

The Financial Hardship Policy has been updated to align with the new Debt Management Policy. Key amendments include clearer references to debt recovery procedures, payment arrangements, and communication protocols to ensure both policies operate cohesively and support the Shire’s financial sustainability.

#### COMMENT

The introduction of the Debt Management Policy, alongside amendments to the Financial Hardship Policy, will establish a clearer and more consistent approach to debt recovery and hardship support. These policies ensure the Shire meets its

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statutory obligations under the *Local Government Act 1995* while promoting fairness, transparency, and accountability. Their adoption will help balance effective debt recovery with appropriate support for community members experiencing genuine financial hardship.

CONSULTATION

Nil

STATUTORY ENVIRONMENT

Section 6.13 and 6.49 of the *Local Government Act 1995*.

POLICY IMPLICATIONS

Adopting the Debt Management Policy and amending Policy C-3FHP06 – Financial Hardship formalises the Shire’s debt recovery approach and requires consistent application across all departments. Implementation will involve updates to procedures, staff training, and communication processes. Ongoing monitoring and reporting may be required to ensure both policies continue to balance financial sustainability with community support.

FINANCIAL IMPLICATIONS

These policies will influence the Shire’s cash flow and debt recovery timelines. While the Debt Management Policy aims to improve recovery rates, the Financial Hardship Policy may result in deferred payments, interest waivers, or extended arrangements for eligible ratepayers. This may temporarily reduce revenue but is expected to improve long-term recovery and reduce legal costs. Future budgets and forecasts should consider these impacts.

STRATEGIC IMPLICATIONS

There are no strategic implications relevant to this item.

ATTACHMENTS

Circulated with the agenda are the following items relevant to this report:

- Policy C-3DMP07 – Debt Management (Doc ID: SODR-461937211-1668)
- Policy C-3FHP06 – Financial Hardship (Doc ID: SODR-461937211-1669)

**(Marked 9.4.1)**

VOTING REQUIREMENT

Simple majority

**OFFICER RECOMMENDATION / COUNCIL DECISION**

**Moved Cr Young, seconded Cr Johnson**

**That Council:**

- 1. Endorse the amended Policy C-3FHP06 - Financial Hardship.**
- 2. Adopt the Policy C-3DMP07 - Debt Management.**

CARRIED 7 / 0

FOR: Cr O'Gorman, Cr Lethlean, Cr Gibson, Cr Young,  
Cr Johnson, Cr Glasfurd, Cr Krakowiak

AGAINST: Nil

## 9.5 COUNCILLOR INFORMATION BULLETIN

### 9.5.1 SHIRE OF DANDARAGAN – BUILDING STATISTICS – DECEMBER 2025

Document ID: SODR-2045798944-38069

Attached to the agenda is a copy of the Shire of Dandaragan Building Statistics for December 2025. *(Marked 9.5.1)*

### 9.5.2 SHIRE OF DANDARAGAN – BUILDING STATISTICS – JANUARY 2026

Document ID: SODR-2045798944-38071

Attached to the agenda is a copy of the Shire of Dandaragan Building Statistics for January 2026. *(Marked 9.5.2)*

### 9.5.3 SHIRE OF DANDARAGAN – PLANNING STATISTICS – DECEMBER 2025

Document ID: SODR-2045798944-38070

Attached to the agenda is a copy of the Shire of Dandaragan Planning Statistics for December 2025. *(Marked 9.5.3)*

### 9.5.4 SHIRE OF DANDARAGAN – PLANNING STATISTICS – JANUARY 2026

Document ID: SODR-2045798944-38072

Attached to the agenda is a copy of the Shire of Dandaragan Planning Statistics for January 2026. *(Marked 9.5.4)*

### 9.5.5 WALGA – STATE GOVERNMENT PROPOSALS FOR LOCAL GOVERNMENT ELECTORAL REFORM

Document ID: SODR-1739978813-9649

Document ID: SODR-1739978813-9650

WALGA is seeking Council-endorsed feedback from Local Governments to inform a sector-wide response to anticipated State Government proposals for Local Government electoral reform. Attached to the agenda is the Info-Page and Discussion Paper *(Marked 9.5.5)*

### 9.5.6 SHIRE OF DANDARAGAN TOURISM / LIBRARY / COMMUNITY ACTIVITIES REPORT FOR JANUARY 2026

Document ID: SODR-1739978813-9663

Attached to the agenda is monthly report for Tourism / Library for January 2026. *(Marked 9.5.6)*

**10 NEW BUSINESS OF AN URGENT NATURE – INTRODUCED BY RESOLUTION OF THE MEETING**

**11 CONFIDENTIAL ITEMS FOR WHICH MEETING IS CLOSED TO THE PUBLIC**

Section 5.23 of the *Local Government Act 1995* stipulates that all Council Meetings are generally open to the public. Section 5.23 goes on to identify specific situations in which the Council or committee may close to members of the public the meeting, or part of the meeting.

In situations where it is deemed that a meeting or part of a meeting must be closed to the public, Section 5.23 (3) states “A decision to close a meeting or part of a meeting and the reason for the decision are to be recorded in the minutes of the meeting.”

*For a decision to be recorded in the minute a formal motion must be passed by Simple majority clearly stating the reason for the closure in accordance with Section 5.23 of the Local Government Act 1995.*

Local Government Act 1995

**5.23. Meetings generally open to public**

- (1) Subject to subsection (2), the following are to be open to members of the public —
  - (a) all council meetings; and
  - (b) all meetings of any committee to which a local government power or duty has been delegated.
- (2) If a meeting is being held by a council or by a committee referred to in subsection (1)(b), the council or committee may close to members of the public the meeting, or part of the meeting, if the meeting or the part of the meeting deals with any of the following —
  - (a) a matter affecting an employee or employees;
  - (b) the personal affairs of any person;
  - (c) a contract entered into, or which may be entered into, by the local government and which relates to a matter to be discussed at the meeting;
  - (d) legal advice obtained, or which may be obtained, by the local government and which relates to a matter to be discussed at the meeting;
  - (e) a matter that if disclosed, would reveal —
    - (i) a trade secret;
    - (ii) information that has a commercial value to a person; or
    - (iii) information about the business, professional, commercial or financial affairs of a person, where the trade secret or information is held by, or is about, a person other than the local government;
  - (f) a matter that if disclosed, could be reasonably expected to —
    - (i) impair the effectiveness of any lawful method or procedure for preventing, detecting, investigating or dealing with any contravention or possible contravention of the law;
    - (ii) endanger the security of the local government’s property; or

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- (iii) prejudice the maintenance or enforcement of a lawful measure for protecting public safety;
  - (g) information which is the subject of a direction given under section 23(1a) of the *Parliamentary Commissioner Act 1971*; and
  - (h) such other matters as may be prescribed.
- (3) A decision to close a meeting or part of a meeting and the reason for the decision are to be recorded in the minutes of the meeting.

*Local Government (Administration) Regulations 1996*

*4A. Meeting, or part of meeting, may be closed to public — s. 5.23(2)(h)*

The determination by the local government of a price for the sale or purchase of property by the local government, and the discussion of such a matter, are matters prescribed for the purposes of section 5.23(2)(h).

**COUNCIL DECISION**

**Moved Cr Lethlean, seconded Cr Young**

***That the meeting be closed to members of the public at 4.15pm in accordance with Section 5.23 (2)(a) of the Local Government Act 1995 to allow Council to discuss item 11.1.1 Consideration of Complaint Investigation Report.***

**CARRIED 7 / 0**

**FOR: Cr O'Gorman, Cr Lethlean, Cr Gibson, Cr Young,  
Cr Johnson, Cr Glasfurd, Cr Krakowiak**

**AGAINST: Nil**

*All staff and members of the public left the meeting at 4.15pm.*

## **11.1 GOVERNANCE**

### **11.1.1 CONFIDENTIAL - CONSIDERATION OF COMPLAINT INVESTIGATION REPORT**

Location:	Shire of Dandaragan
Applicant:	N/A
File Reference:	Doc Id: SODR-1792953452-2531
Disclosure of Interest:	The author is a complainant in this matter
Date:	12 February 2026
Author:	Brent Bailey, Chief Executive Officer
Senior Officer:	N/A

*This report has been abridged due to the confidential nature of the content that is contained within this report.*

**COUNCIL DECISION**

Moved Cr Krakowiak, seconded Cr Lethlean

That Council:

1. Receives the confidential investigation report titled MCR-25-16 – Investigation Report: Cr Rosemary Glasfurd, prepared by MCR Workplace Investigations.
2. Notes the findings as set out in the report.
3. Determines, in accordance with clause 12(4) of the *Local Government (Model Code of Conduct) Regulations 2021*, that:
  - As the matter has been suitably addressed by the Local Government Standards Panel, no further action is required.

**CARRIED 7 / 0**

**FOR: Cr O’Gorman, Cr Lethlean, Cr Gibson, Cr Young,  
Cr Johnson, Cr Glasfurd, Cr Krakowiak**

**AGAINST: Nil**

**COUNCIL DECISION**

Moved Cr Lethlean, seconded Cr Young

That the meeting be re-opened to the public at 4.21pm.

**CARRIED 7 / 0**

**FOR: Cr O’Gorman, Cr Lethlean, Cr Gibson, Cr Young,  
Cr Johnson, Cr Glasfurd, Cr Krakowiak**

**AGAINST: Nil**

*Staff and members of the public rejoined the meeting at 4.22pm.*

*The Shire President read the Council’s decision aloud after the meeting was reopened to the public.*

## **12 ELECTED MEMBERS MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN**

Nil

**MINUTES OF ORDINARY COUNCIL MEETING HELD THURSDAY 26 FEBRUARY 2026**

**13 CLOSURE OF MEETING**

The presiding member declared the meeting closed at 4.23pm.

These minutes were confirmed at a meeting on  
.....

Signed .....

Presiding person at the meeting at which the minutes were confirmed

Date .....



# **ATTACHMENTS**

**FOR ORDINARY COUNCIL MEETING 26 FEBRUARY 2026**



**ACCOUNTS FOR PAYMENT  
FOR THE PERIOD ENDING**

**31 December 2025**

**SUMMARY OF SCHEDULE OF ACCOUNTS DECEMBER 2025**

<b><u>FUND</u></b>		<b><u>AMOUNT</u></b>
<b><u>MUNICIPAL FUND</u></b>		
CHEQUES	\$	-
EFT'S	\$	1,484,198.11
DIRECT DEBITS	\$	56,120.66
BPAY	\$	7,594.02
TOTAL	MUNICIPAL FUND	<u>\$ 1,547,912.79</u>

<b><u>TRUST FUND</u></b>		
CHEQUES		\$0.00
EFT'S		\$0.00
TRANSFER		\$0.00
TOTAL		<u>\$0.00</u>

# Payment Details - EFT

Payment / Invoice	Date	Description	Amount
<b>EFT Payment</b>			
<b>EFT Payment - EFT01351</b>			
<b>V80021 - BOC Gases</b>			
5006785085	01/12/25	Gas Bottle Hire	80.25
		<b>Total V80021</b>	<b>80.25</b>
<b>V80033 - Derricks Auto-Ag &amp; Hardware Plus</b>			
10393391	27/11/25	Belts for Toro mower	435.00
87553	03/12/25	CAN LOCK FITTINGS	115.00
		<b>Total V80033</b>	<b>550.00</b>
<b>V80102 - Westrac Equipment</b>			
1687535	03/12/25	WEAR STRIPS	4,125.40
		<b>Total V80102</b>	<b>4,125.40</b>
<b>V80115 - GHD Pty Ltd</b>			
112-0262970	03/12/25	Groundwater Assessment Report	48,239.93
		<b>Total V80115</b>	<b>48,239.93</b>
<b>V80352 - Zipform Pty Ltd</b>			
225708	03/11/25	JB Foreshore Masterplan	4,078.21
		<b>Total V80352</b>	<b>4,078.21</b>
<b>V80405 - Coastal Trimming</b>			
10358	01/12/25	Repair to shade sails at Marina	918.50
		<b>Total V80405</b>	<b>918.50</b>
<b>V81097 - Australia Post</b>			
1014401154	02/12/25	Postage	2,955.80
		<b>Total V81097</b>	<b>2,955.80</b>
<b>V81382 - Cervantes Hardware and Marine</b>			
203265	17/11/25	30x bolts of mulcher on bobcat	363.00
202735/202923	12/11/25	November Monthly \$100per purchase	27.79
203285	17/11/25	4x 80x50 tapping bands jurien oval	176.00
		<b>Total V81382</b>	<b>566.79</b>
<b>V81506 - Afgri Equipment Australia Pty Ltd</b>			
3042571	20/11/25	SMALL REAR WINDOW	175.45
3015661	01/12/25	Filters for loader	425.76
		<b>Total V81506</b>	<b>601.21</b>
<b>V81744 - Nutrien Ag Solutions</b>			
913644217	20/11/25	10 bags of rapid set concrete	166.32
		<b>Total V81744</b>	<b>166.32</b>
<b>V81924 - Team Global Express Pty Ltd</b>			
731	02/12/25	Postage	106.63
		<b>Total V81924</b>	<b>106.63</b>
<b>V81973 - Fuel Distributors of WA Pty Ltd</b>			
719165	02/12/25	Diesel	12,698.00
		<b>Total V81973</b>	<b>12,698.00</b>
<b>V82321 - Stewart &amp; Heaton Clothing Co Pty Ltd</b>			
4176825	10/11/25	Caretaker Vests	13.05
		<b>Total V82321</b>	<b>13.05</b>
<b>V82362 - Jurien Auto Electrics</b>			
Q0446/Q0444	20/11/25	Replace isolator switch on bobcat	888.50
		<b>Total V82362</b>	<b>888.50</b>
<b>V82643 - Officeworks Business Direct</b>			

# Payment Details - EFT

Payment / Invoice	Date	Description	Amount
625089133	13/11/25	Printing and Stationery	1,552.63
		<b>Total V82643</b>	<b>1,552.63</b>
<b>V82774 - T-Quip</b>			
144575	24/11/25	16x spikes for verti drain	202.25
		<b>Total V82774</b>	<b>202.25</b>
<b>V82793 - Australias Coral Coast</b>			
3231	02/12/25	2026 caravan and camping stall	1,375.00
		<b>Total V82793</b>	<b>1,375.00</b>
<b>V82823 - The Last Drop Plumbing Co</b>			
0006886	22/10/25	Drink Fountain Repairs	957.00
6896	03/12/25	Sandy Cape BBQ Servicing	575.30
		<b>Total V82823</b>	<b>1,532.30</b>
<b>V83059 - Jurien Bay Ceilings</b>			
0019	01/12/25	Repairs Jurien Bay Medical Centre	1,980.00
		<b>Total V83059</b>	<b>1,980.00</b>
<b>V83143 - Totally Workwear - Joondalup</b>			
7200505929	19/11/25	Staff Uniforms/Protective Clothing	482.95
		<b>Total V83143</b>	<b>482.95</b>
<b>V83145 - Avdata Australia</b>			
150029051	01/12/25	Jurien Bay Airstrip	339.96
		<b>Total V83145</b>	<b>339.96</b>
<b>V83187 - Wayne Gibson (Cr)</b>			
Q2 PAYMENT	02/12/25	2nd Quarterly Payment 2025	5,220.00
		<b>Total V83187</b>	<b>5,220.00</b>
<b>V83365 - Bitutek Pty Ltd</b>			
8353	20/11/25	Sealing Works - Rowes Road - 8km total	194,400.80
		<b>Total V83365</b>	<b>194,400.80</b>
<b>V83634 - Woodlands Distributors &amp; Agencies P/L</b>			
1154	24/11/25	6x boxes of dog bags	1,100.88
		<b>Total V83634</b>	<b>1,100.88</b>
<b>V83660 - D Greenwood</b>			
NOVEMBER - 25	11/11/25	Badgingarra Waste Attendant contract	1,386.67
		<b>Total V83660</b>	<b>1,386.67</b>
<b>V83736 - Waterlogic Australia Pty Ltd</b>			
5161516	03/11/25	Waterlogic Filter Lease Payment Sept 25 to June 26	1,660.95
		<b>Total V83736</b>	<b>1,660.95</b>
<b>V83774 - Supagas Pty Ltd</b>			
C649247-11-2025	04/12/25	Gas Bottle Hire Sandy Cape	75.99
		<b>Total V83774</b>	<b>75.99</b>
<b>V83780 - Pinnacles Traffic Management Services</b>			
273	18/11/25	Traffic control for Rowes Rd	26,310.63
		<b>Total V83780</b>	<b>26,310.63</b>
<b>V83817 - WCP Civil Pty Ltd</b>			
34041	21/11/25	Wet Mix Rowes Rd	81,591.14
		<b>Total V83817</b>	<b>81,591.14</b>
<b>V83882 - Turquoise Coast Computers</b>			
15457	02/12/25	Canover Microsoft licence	139.00
		<b>Total V83882</b>	<b>139.00</b>
<b>V84099 - W Coole Mechanical</b>			

# Payment Details - EFT

Payment / Invoice	Date	Description	Amount
1413	25/11/25	CHECK AND REPAIR ELECTRICAL FAULT	2,535.62
		<b>Total V84099</b>	<b>2,535.62</b>
<b>V84141 - WA Naturally Publications</b>			
1-01-034131	02/12/25	2025 calendar	89.70
		<b>Total V84141</b>	<b>89.70</b>
<b>V84327 - Lyall Ward</b>			
44	04/11/25	Dandaragan Waste Attendant contract	2,288.00
		<b>Total V84327</b>	<b>2,288.00</b>
<b>V84344 - Sherrin Rentals</b>			
5234110	14/11/25	Hire of 12T smooth drum roller	3,339.60
		<b>Total V84344</b>	<b>3,339.60</b>
<b>V84353 - Still Shots Photography</b>			
502	27/11/25	Councillors/ Executive & Staff Photos	160.00
		<b>Total V84353</b>	<b>160.00</b>
<b>V84422 - Jurien Tyre &amp; Auto</b>			
72026	24/11/25	Rear bakes and drive belt	987.15
72001	19/11/25	Tyres and alignment DN012	1,700.00
		<b>Total V84422</b>	<b>2,687.15</b>
<b>V84435 - Reface Industries Pty Ltd</b>			
34705	04/12/25	Disc cleaning machine maintenance	487.18
		<b>Total V84435</b>	<b>487.18</b>
<b>V84458 - Ray White Jurien Bay</b>			
10/12 - 23/12/25	02/12/25	Staff Housing	1,000.00
19/12 - 10/01/26	02/12/25	Staff Housing	1,400.00
2/12 - 15/12/25	02/12/25	Staff Housing	1,300.00
		<b>Total V84458</b>	<b>3,700.00</b>
<b>V84530 - Peter Miley</b>			
2552	01/12/25	excavator/man hire jurien oval	4,675.00
2553	17/11/25	Labour Hire to drive the vibe roller	5,874.00
		<b>Total V84530</b>	<b>10,549.00</b>
<b>V84602 - Rose Glasfurd (Cr)</b>			
Q2 PAYMENT	02/12/25	2nd Quarterly Payment 2025	5,220.00
		<b>Total V84602</b>	<b>5,220.00</b>
<b>V84624 - RSM Australia Pty Ltd</b>			
BALI036500	28/11/25	Audit Fees for DBCA Outgoings 25FY	4,400.00
		<b>Total V84624</b>	<b>4,400.00</b>
<b>V84630 - Grandstand Ventures</b>			
8132	01/12/25	Entertainment for CRA	1,760.00
		<b>Total V84630</b>	<b>1,760.00</b>
<b>V84773 - Ray White Jurien Bay</b>			
85421	04/12/25	Consultancy - MartinWhitely	2,260.00
		<b>Total V84773</b>	<b>2,260.00</b>
<b>V84789 - Jurien Bay Mitre 10</b>			
104002788	11/11/25	Key to like pad locks traffic counters	474.00
PO87358	04/11/25	Monthly purchase order for October	606.25
		<b>Total V84789</b>	<b>1,080.25</b>
<b>V84850 - Tractus Moora</b>			
3008758	24/11/25	WHEEL ALIGNMENT	125.00
		<b>Total V84850</b>	<b>125.00</b>

# Payment Details - EFT

Payment / Invoice	Date	Description	Amount
<b>V84870 - Anthony O'Gorman (CR)</b>			
Q2 PAYMENT	01/12/25	2nd Quarterly Payment 2025	11,630.00
		<b>Total V84870</b>	<b>11,630.00</b>
<b>V84871 - Sharon Young (Cr)</b>			
Q2 PAYMENT	02/12/25	2nd Quarterly Payment 2025	5,220.00
		<b>Total V84871</b>	<b>5,220.00</b>
<b>V84881 - Dandaragan Heritage and Cultural Centre Inc</b>			
REFUND	01/12/25	Refund Development Application Fees	4,713.61
		<b>Total V84881</b>	<b>4,713.61</b>
<b>V84939 - Graham Lethlean Cr</b>			
Q2 PAYMENT	02/12/25	2nd Quarterly Payment 2025	6,075.96
		<b>Total V84939</b>	<b>6,075.96</b>
<b>V84953 - JMD Operations</b>			
6688	02/12/25	JMD Cleaning Contract October 2025	20,833.06
6689	02/12/25	Fauntleroy Park Toilets & Facilities	20,161.02
		<b>Total V84953</b>	<b>40,994.08</b>
<b>V84979 - Skytrust Intelligence Systems</b>			
42063	03/12/25	OH&S Expenses	548.90
		<b>Total V84979</b>	<b>548.90</b>
<b>V84984 - Pipeco WA</b>			
25-00014955	03/12/25	JB Oval	1,808.00
		<b>Total V84984</b>	<b>1,808.00</b>
<b>V85051 - McMullen Nolan Group Pty Ltd</b>			
238438	01/12/25	Pozi Enterprize Implementation	2,750.00
		<b>Total V85051</b>	<b>2,750.00</b>
<b>V85082 - Jurien Bay Realty</b>			
10/1 - 23/01/25	02/12/25	Staff Housing	1,300.00
27/12 - 9/01/25	02/12/25	Staff Housing	1,500.00
		<b>Total V85082</b>	<b>2,800.00</b>
<b>V85105 - Datacom Solutions (AU) Pty Ltd</b>			
1730456	04/12/25	Datacom monthly SaaS Fee - November	10,074.16
		<b>Total V85105</b>	<b>10,074.16</b>
<b>V85118 - Hesperian Press</b>			
30291	02/12/25	Contribution library materials	500.00
		<b>Total V85118</b>	<b>500.00</b>
<b>V85126 - EHO Consulting Australia Pty Ltd</b>			
121	17/11/25	Consultancy	4,228.40
		<b>Total V85126</b>	<b>4,228.40</b>
<b>V85143 - Susan Johnson (cr)</b>			
Q2 PAYMENT	02/12/25	2nd Quarterly Payment 2025	4,141.95
		<b>Total V85143</b>	<b>4,141.95</b>
<b>V85146 - Stephanie Krakowiak</b>			
Q2 PAYMENT	02/12/25	2nd Quarterly Payment 2025	4,141.95
		<b>Total V85146</b>	<b>4,141.95</b>
<b>V85156 - Kate Hepp</b>			
STAFF	04/12/25	Staff Training - Meals	33.45
		<b>Total V85156</b>	<b>33.45</b>
<b>V85158 - Diesel Tune Perth</b>			
5299	04/12/25	Engine work DN033	1,314.50

# Payment Details - EFT

Payment / Invoice	Date	Description	Amount
<b>Total V85158</b>			<b>1,314.50</b>
<b>Total EFT01351</b>			<b>536,996.20</b>
<b>EFT Payment - EFT01352</b>			
<b>V80033 - Derricks Auto-Ag &amp; Hardware Plus</b>			
10393912	08/12/25	ENGINE OIL FILTER	35.00
<b>Total V80033</b>			<b>35.00</b>
<b>V80043 - Jurien Bay IGA</b>			
NOVEMBER	05/12/25	Consumables	1,969.95
<b>Total V80043</b>			<b>1,969.95</b>
<b>V80163 - Badgingarra Community Assn</b>			
604	04/11/25	Badgingarra Town Maintenance Contract 2025-26	5,312.87
<b>Total V80163</b>			<b>5,312.87</b>
<b>V80219 - Cutting Edges Equipment Parts Pty Ltd</b>			
3398564/3398354	03/12/25	CUTTING EDGES & NUTS -BOLTS	3,261.10
<b>Total V80219</b>			<b>3,261.10</b>
<b>V81031 - AN &amp; A Whybrow</b>			
5091	05/11/25	Push up of Gravel at Graham Ellis Pit	21,450.00
5085	03/11/25	Boundary Road Incident 758236	5,934.50
<b>Total V81031</b>			<b>27,384.50</b>
<b>V81343 - Dandaragan Mechanical Services</b>			
14283	04/12/25	ENGINE DRAIN FLEXI FUNNEL	131.10
<b>Total V81343</b>			<b>131.10</b>
<b>V81352 - Jurien Signs</b>			
8270	25/11/25	Work Clothes	565.35
<b>Total V81352</b>			<b>565.35</b>
<b>V81490 - Ricoh Finance</b>			
226986-L9W8P5	03/11/25	Ricoh Photocopier lease payment FY26	966.79
<b>Total V81490</b>			<b>966.79</b>
<b>V81831 - Truck Centre (Wa) Pty Ltd</b>			
2262604	12/11/25	SERVICE AT TRUCK CENTRE	1,678.18
<b>Total V81831</b>			<b>1,678.18</b>
<b>V81924 - Team Global Express Pty Ltd</b>			
732	09/12/25	Freight	221.89
732A	10/12/25	Freight	13.88
<b>Total V81924</b>			<b>235.77</b>
<b>V82028 - Avon Waste</b>			
73347	09/12/25	Waste Collection	22,392.33
<b>Total V82028</b>			<b>22,392.33</b>
<b>V82256 - Lowman Engineering</b>			
6143	03/12/25	Repai to jetty ladder	200.00
<b>Total V82256</b>			<b>200.00</b>
<b>V82274 - Vari-Skilled</b>			
1267	04/11/25	Administration Centre	20,733.73
1267 A	09/12/25	Administration Centre	0.27
1062	26/11/25	6 cubes of soil for tree at niche wall CV	1,320.00
<b>Total V82274</b>			<b>22,054.00</b>
<b>V82382 - Redgum Village</b>			
1037	21/11/25	Accom for Peter Miley	720.00
<b>Total V82382</b>			<b>720.00</b>

# Payment Details - EFT

Payment / Invoice	Date	Description	Amount
<b>V82474 - Direct Contracting Pty Ltd</b>			
3065	09/12/25	Drainage for Rowes skl 9.83 to 14.80	31,212.13
		<b>Total V82474</b>	<b>31,212.13</b>
<b>V82643 - Officeworks Business Direct</b>			
625627847	08/12/25	Printing and Stationery	287.37
		<b>Total V82643</b>	<b>287.37</b>
<b>V83143 - Totally Workwear - Joondalup</b>			
7200822872	13/11/25	Staff Uniform	137.35
		<b>Total V83143</b>	<b>137.35</b>
<b>V83495 - Dandaragan Store</b>			
NOVEMBER 2	09/12/25	Dandaragan Depot	39.85
		<b>Total V83495</b>	<b>39.85</b>
<b>V83507 - CouncilFirst</b>			
S1009402	01/12/25	STP Transaction July 2025	58.30
		<b>Total V83507</b>	<b>58.30</b>
<b>V83841 - Office of the Auditor General</b>			
1864	05/12/25	Audit Fees	59,299.90
		<b>Total V83841</b>	<b>59,299.90</b>
<b>V84136 - J Bay Concreting</b>			
449	26/11/25	Instal new bollard in path	473.00
		<b>Total V84136</b>	<b>473.00</b>
<b>V84155 - Jurien Home Hardware - (was Thrifty Link)</b>			
25-00045839	17/11/25	retic parts dandy oval	187.59
25-00044707	10/11/25	Parts for traffic counters ie tent pegs ,chain	335.06
25-00044970	14/11/25	fittings jurien oval	143.74
PO87332	30/11/25	Shire Works November PO	731.17
PO87359	04/11/25	Monthly Purchase Order November	924.57
PO87334	26/11/25	Inv 228 BBQ Keys	279.61
25-00047569	28/11/25	pipe fittings new oval shed	228.88
		<b>Total V84155</b>	<b>2,830.62</b>
<b>V84344 - Sherrin Rentals</b>			
5234145	04/12/25	12T vibe roller hire	457.60
		<b>Total V84344</b>	<b>457.60</b>
<b>V84359 - Lois S Soap</b>			
49	03/12/25	candles and soaps	250.00
		<b>Total V84359</b>	<b>250.00</b>
<b>V84422 - Jurien Tyre &amp; Auto</b>			
72189	05/12/25	Replace Battery	275.00
		<b>Total V84422</b>	<b>275.00</b>
<b>V84530 - Peter Miley</b>			
2555	10/12/25	Cervantes Oval - adjust retic	97,680.44
		<b>Total V84530</b>	<b>97,680.44</b>
<b>V84722 - Napa</b>			
1870386495	27/11/25	Plant Consumables	1,826.55
		<b>Total V84722</b>	<b>1,826.55</b>
<b>V84748 - Farmarama Pty Ltd</b>			
45481	09/12/25	JB Oval	11,396.00
		<b>Total V84748</b>	<b>11,396.00</b>
<b>V84776 - Stienie Fouche</b>			

# Payment Details - EFT

Payment / Invoice	Date	Description	Amount
UNIFORM	09/12/25	Staff Uniform	492.60
		<b>Total V84776</b>	<b>492.60</b>
<b>V84901 - Thomas Tree Services (WA) Pty Ltd</b>			
4589	27/11/25	Cut down dead tree near power line	2,000.00
		<b>Total V84901</b>	<b>2,000.00</b>
<b>V85042 - Avantgarde Technologies Pt Ltd</b>			
4678	10/12/25	MFA	8,218.32
		<b>Total V85042</b>	<b>8,218.32</b>
<b>V85064 - Twisted Stitching</b>			
54	04/12/25	4 x Fire Banners	2,552.80
		<b>Total V85064</b>	<b>2,552.80</b>
<b>V85084 - Arbor Consulting</b>			
426	24/11/25	Norfolk Island pine treatment at front of main office	5,819.00
		<b>Total V85084</b>	<b>5,819.00</b>
<b>V85126 - EHO Consulting Australia Pty Ltd</b>			
123	01/12/25	Consultancy	2,059.20
		<b>Total V85126</b>	<b>2,059.20</b>
<b>V85160 - Deborah Snook</b>			
A2937	09/12/25	Over Payment of Rates A2937	1,700.00
		<b>Total V85160</b>	<b>1,700.00</b>
<b>V85161 - WA Webb and Co</b>			
6378	25/11/25	Replace pump stack and refit JB oval	5,379.00
		<b>Total V85161</b>	<b>5,379.00</b>
		<b>Total EFT01352</b>	<b>321,351.97</b>
<hr/>			
<b>EFT Payment - EFT01353</b>			
<b>V80033 - Derricks Auto-Ag &amp; Hardware Plus</b>			
10394239	11/12/25	Plant - Parts & Repairs	10.00
10394590	15/12/25	MAXI BLADE FUSES	72.00
		<b>Total V80033</b>	<b>82.00</b>
<b>V80115 - GHD Pty Ltd</b>			
112-0263431	18/12/25	Consultant to assist with audit compliance	2,480.50
112-0263432	18/12/25	Materials and Contracts (ALL)	1,317.51
112-0263433	18/12/25	Landfill cell design and Works Approval application	753.50
		<b>Total V80115</b>	<b>4,551.51</b>
<b>V80910 - Mcleods Barristers And Solicitors</b>			
148817	12/12/25	Legal Expenses	510.40
		<b>Total V80910</b>	<b>510.40</b>
<b>V81080 - Bay Glass</b>			
13217	13/11/25	3x invisguard door screens JB Depot	1,230.00
13217A	13/11/25	3x invisguard door screens JB Depot	2,460.00
		<b>Total V81080</b>	<b>3,690.00</b>
<b>V81352 - Jurien Signs</b>			
8341	12/11/25	Rural Street Numbering Nov - Dec	135.00
8341A	18/12/25	Rural Street Numbering	13.50
		<b>Total V81352</b>	<b>148.50</b>
<b>V81924 - Team Global Express Pty Ltd</b>			
733	17/12/25	Freight	292.01
		<b>Total V81924</b>	<b>292.01</b>
<b>V81935 - Department of Fire and Emergency Services</b>			

# Payment Details - EFT

Payment / Invoice	Date	Description	Amount
160117	18/12/25	ESL Remittance	6,604.76
		<b>Total V81935</b>	<b>6,604.76</b>
<b>V81973 - Fuel Distributors of WA Pty Ltd</b>			
723989	17/12/25	Diesel	26,823.96
		<b>Total V81973</b>	<b>26,823.96</b>
<b>V82274 - Vari-Skilled</b>			
1271	17/12/25	Weed spraying Swales	5,600.00
		<b>Total V82274</b>	<b>5,600.00</b>
<b>V82282 - Isweep Town &amp; Country</b>			
2821	12/12/25	4 x towns road sweeping	7,627.50
		<b>Total V82282</b>	<b>7,627.50</b>
<b>V82321 - Stewart &amp; Heaton Clothing Co Pty Ltd</b>			
4172342	10/11/25	Caretaker Vests	66.33
		<b>Total V82321</b>	<b>66.33</b>
<b>V82388 - Tony Dolton</b>			
4877	26/11/25	Cart mulch from yard to beachridge swales	9,790.00
4876	26/11/25	Sand cart from shire sand pit to hockey oval JB	3,366.00
4879	11/12/25	Supply water carts for Rows Rd	62,425.00
		<b>Total V82388</b>	<b>75,581.00</b>
<b>V82470 - D A Christie Pty Ltd</b>			
5316901	10/12/25	BBQ Replacement plus parts	4,616.70
		<b>Total V82470</b>	<b>4,616.70</b>
<b>V82643 - Officeworks Business Direct</b>			
625632140	08/12/25	Printing and Stationery	1,329.74
		<b>Total V82643</b>	<b>1,329.74</b>
<b>V82774 - T-Quip</b>			
145224	11/12/25	IDLER PULLEYS & V-BELTS	775.05
		<b>Total V82774</b>	<b>775.05</b>
<b>V82883 - Western Regional Towing</b>			
251210	12/12/25	Plant - Parts & Repairs	880.00
		<b>Total V82883</b>	<b>880.00</b>
<b>V83121 - Dandaragan Community Resource Centre Inc</b>			
126018	12/12/25	Cleaning	1,756.22
		<b>Total V83121</b>	<b>1,756.22</b>
<b>V83143 - Totally Workwear - Joondalup</b>			
7200824261	20/11/25	Staff Uniforms/Protective Clothing	120.40
		<b>Total V83143</b>	<b>120.40</b>
<b>V83273 - Industrial Automation Group Pty Ltd</b>			
16134	10/12/25	Standpipe Service technician	1,850.00
16134A	17/12/25	Standpipe service tech	185.00
		<b>Total V83273</b>	<b>2,035.00</b>
<b>V83340 - CONNECT Call Centre Services</b>			
120746	17/12/25	After Hours Call Service Novemeber 2025	843.76
		<b>Total V83340</b>	<b>843.76</b>
<b>V83365 - Bitutek Pty Ltd</b>			
8360	20/11/25	Sealing Works - Rows Road - 8km total	340,450.00
		<b>Total V83365</b>	<b>340,450.00</b>
<b>V83420 - Porter Consulting Engineers</b>			
25765	17/12/25	Works in Progress Materials	6,600.00

# Payment Details - EFT

Payment / Invoice	Date	Description	Amount
<b>Total V83420</b>			<b>6,600.00</b>
<b>V83437 - Brook Marsh Pty Ltd</b>			
30011904	10/12/25	Other Non-Operating Grants	8,118.00
<b>Total V83437</b>			<b>8,118.00</b>
<b>V83480 - Jurien Bay Newsagency</b>			
ACCOUNT 351	17/12/25	Stationery	141.01
<b>Total V83480</b>			<b>141.01</b>
<b>V83507 - CouncilFirst</b>			
SI009421	18/12/25	Professional Services - November 2025	825.00
<b>Total V83507</b>			<b>825.00</b>
<b>V83583 - Coastal Digging</b>			
00002485	26/11/25	Shad Shelter Cervantes fore shore	792.00
<b>Total V83583</b>			<b>792.00</b>
<b>V83705 - Telstra</b>			
4169079	17/12/25	SMS Services	159.50
<b>Total V83705</b>			<b>159.50</b>
<b>V83863 - Badgingarra Roadhouse &amp; Tourist Park</b>			
1002412	10/11/25	Hill River Fire 09/11/2025	351.00
<b>Total V83863</b>			<b>351.00</b>
<b>V83926 - Alcolizer Technology</b>			
ONSITE D&A	11/12/25	OH&S Expenses	2,494.80
<b>Total V83926</b>			<b>2,494.80</b>
<b>V83975 - Corsign (WA) Pty Ltd</b>			
100781	25/11/25	Sign Order	3,049.20
<b>Total V83975</b>			<b>3,049.20</b>
<b>V84192 - Huggable Toys</b>			
54751	03/12/25	plushies/toys plus freight	2,365.77
<b>Total V84192</b>			<b>2,365.77</b>
<b>V84334 - Slavin Architects Pty Ltd</b>			
1569	18/11/25	Order PO87631	1,746.25
<b>Total V84334</b>			<b>1,746.25</b>
<b>V84336 - Jurien Fire Breaks Slashing Service</b>			
2555	03/12/25	Slashing - 12 Adriana Parade, Jurien Bay	2,280.00
<b>Total V84336</b>			<b>2,280.00</b>
<b>V84402 - Moora IGA</b>			
2893	17/12/25	Dandaragan Depot Supplies	121.50
<b>Total V84402</b>			<b>121.50</b>
<b>V84458 - Ray White Jurien Bay</b>			
24/12 - 6/01/2025	17/12/25	Staff Rentals	1,000.00
7/1 - 20/01/2025	17/12/25	Staff Housing	1,000.00
2/01- 15/01/2026	17/12/25	Staff Housing	1,400.00
16/01 - 29/01/26	17/12/25	Staff Housing	1,400.00
30/12 - 12/01/26	17/12/25	Staff Housing	1,300.00
16/12 - 29/12/25	17/12/25	Staff Housing	1,300.00
<b>Total V84458</b>			<b>7,400.00</b>
<b>V84530 - Peter Miley</b>			
2554	09/12/25	new valves ardross bore line	2,860.00
<b>Total V84530</b>			<b>2,860.00</b>
<b>V84562 - CouncilWise Pty Ltd</b>			

# Payment Details - EFT

Payment / Invoice	Date	Description	Amount
000133	03/11/25	PropertyWise - Monthly Licence for September 2025	3,608.00
		<b>Total V84562</b>	<b>3,608.00</b>
<b>V84708 - Sapio Pty Ltd</b>			
319520	18/12/25	CCTV - Recurring Maintenance charge Bi Annually	3,301.14
		<b>Total V84708</b>	<b>3,301.14</b>
<b>V84850 - Tractus Moora</b>			
3008956	09/12/25	air valves and wheel weights	304.00
		<b>Total V84850</b>	<b>304.00</b>
<b>V84901 - Thomas Tree Services (WA) Pty Ltd</b>			
4588	12/12/25	Tuart Pruning Jurien Depot	3,960.00
		<b>Total V84901</b>	<b>3,960.00</b>
<b>V84942 - Interia</b>			
22444	15/12/25	Materials and Contracts (ALL)	1,177.00
		<b>Total V84942</b>	<b>1,177.00</b>
<b>V85042 - Avantgarde Technologies Pt Ltd</b>			
4692	12/12/25	freight for 3 x laptops	207.22
		<b>Total V85042</b>	<b>207.22</b>
<b>V85082 - Jurien Bay Realty</b>			
24/01/ - 6/02/2026	17/12/25	Staff Housing	1,300.00
7/02- 21/02/2026	17/12/25	Staff Housing	1,300.00
10/1 - 23/01/26	17/12/25	Staff Housing	1,500.00
24/01 - 6/02/2026	17/12/25	Staff Housing	1,500.00
		<b>Total V85082</b>	<b>5,600.00</b>
<b>V85098 - Geografia Pty Ltd</b>			
1892	12/12/25	Consultancy	29,057.60
		<b>Total V85098</b>	<b>29,057.60</b>
<b>V85105 - Datacom Solutions (AU) Pty Ltd</b>			
INV1733903	18/12/25	Datacom Implementation - Year 1	38,500.00
1735312	04/12/25	Datacom monthly SaaS Fee - November	10,074.16
		<b>Total V85105</b>	<b>48,574.16</b>
<b>V85113 - Econisis Pty Ltd</b>			
25104-2	18/12/25	Consultancy	6,072.00
		<b>Total V85113</b>	<b>6,072.00</b>
<b>V85132 - Stamp Lab</b>			
DAND30795-1	25/11/25	Stamp for Development Services	299.95
		<b>Total V85132</b>	<b>299.95</b>
		<b>Total EFT01353</b>	<b>625,849.94</b>
<b>Grand Total - EFT Payment</b>			<b>1,484,198.11</b>

# Payment Details - Direct Debit

Payment / Invoice	Date	Description	Amount
GJBDEB-7049	1/12/2025	Bank Charges	0.03
GJBDEB-7048	1/12/2025	ANZ Merchant Fee	799.66
GJBDEB-7045	1/12/2025	MC - Taxipay - Conference	36.65
GJBDEB-7044	1/12/2025	MC - Crown - Conference	30.35
GJBDEB-7043	1/12/2025	MC - Crown - Conference	1,303.00
GJBDEB-7042	1/12/2025	MC - Crown - Conference	606.90
GJBDEB-7041	1/12/2025	MC - Aus Post - Police Clearance Certificate	64.90
GJBDEB-7040	1/12/2025	MC - Bunbury Hotel - Staff Accommodation	166.00
GJBDEB-7039	1/12/2025	MC - Bunbury Hotel - Staff Accommodation	166.00
GJBDEB-7038	1/12/2025	MC - Bunbury Hotel - Staff Accommodation	664.00
GJBDEB-7037	1/12/2025	MC - Crown - Conference	180.05
GJBDEB-7036	1/12/2025	MC - Crown - Conference	708.05
GJBDEB-7035	1/12/2025	MC - Mobilephone Lab - Stationery	30.33
GJBDEB-7034	1/12/2025	MC - LG Professionals - Conference	1,080.00
GJBDEB-7033	1/12/2025	MC - KMART - Catering Equipment	158.00
GJBDEB-7032	1/12/2025	MC - Cevrnates Bar & Grill - Refreshments	302.17
GJBDEB-7031	1/12/2025	MC - BWS - Refreshments	157.00
GJBDEB-7030	1/12/2025	MC - Starlink - Subscription	195.00
GJBDEB-7029	1/12/2025	MC - Canva - Subscription	209.90
GJBDEB-7028	1/12/2025	MC - Adobe - Subscription	43.99
GJBDEB-7027	1/12/2025	MC - InDesign - Subscription	35.99
GJBDEB-7026	1/12/2025	MC - Quad Lock - Phone & Mounts	234.91
GJBDEB-7025	1/12/2025	MC - Crown - Conference	102.00
GJBDEB-7024	1/12/2025	MC - UBER - Conference	16.64
GJBDEB-7023	1/12/2025	MC - Crown - Conference	1,062.08
GJBDEB-7022	1/12/2025	MC - Intuit Mailchimp - Subscription	92.33
GJBDEB-7021	1/12/2025	MC - Post Jurien Bay - Voucher	55.95
GJBDEB-7020	1/12/2025	MC - Post Jurien Bay - Voucher	55.95
GJBDEB-7019	1/12/2025	MC - BWS - Voucher	100.00
GJBDEB-7018	1/12/2025	MC - BCF - Long Service Reward	1,148.99
GJBDEB-7017	1/12/2025	MC - Adobe - Subscription	5,637.38
GJBDEB-7016	1/12/2025	MC - BWS - Stock Council Fridge	306.00
GJBDEB-7015	1/12/2025	MC - Busgfire.IO - Subscription	60.00
GJBDEB-7013	1/12/2025	MC - Busgfire.IO - Subscription	20.00
GJBDEB-7012	1/12/2025	MC - Crown - Conference	76.87
GJBDEB-7011	1/12/2025	MC - Bunnings - Maintenance	501.90
GJBDEB-7010	1/12/2025	MC - Crown - Conference	146.65
GJBDEB-7009	1/12/2025	MC - Crown - Conference	1,062.08
GJBDEB-7008	1/12/2025	MC - Kumquat Cafe - RRS Meeting	7.90
GJBDEB-7007	1/12/2025	MC - Kumquat Cafe - RRS Meeting	11.00
GJBDEB-7006	1/12/2025	MC - International Fee - Bank Charges	0.76
GJBDEB-7005	1/12/2025	MC - Chat GPT - Subscription	30.41
GJBDEB-7053	2/12/2025	Synergy - Badgy Oval Lights	132.88
GJBDEB-7052	2/12/2025	WEX November 2025	2,240.19
GJBDEB-7051	2/12/2025	CBA Merchant Fee	67.22
GJBDEB-7050	2/12/2025	CBA Merchant Fee	227.05
GJBDEB-7055	5/12/2025	Synergy - Dobbyn Park JBay	158.39

# Payment Details - Direct Debit

Payment / Invoice	Date	Description	Amount
GJBDEB-7054	5/12/2025	Synergy - JBay cafe ablutions	686.30
GJBDEB-7057	8/12/2025	Synergy - New Admin Building	1,222.31
GJBDEB-7056	8/12/2025	Synergy - Jurien Airstrip	154.48
GJBDEB-7060	9/12/2025	Synergy - Pinetree CR	449.81
GJBDEB-7059	9/12/2025	Synergy - Pioneer Park JBAY	227.35
GJBDEB-7058	9/12/2025	Synergy - Passamani Park	193.30
GJBDEB-7065	10/12/2025	Synergy - Baudin Park	234.10
GJBDEB-7064	10/12/2025	Synergy - Fauntleroy/Dobbyn Park	564.88
GJBDEB-7063	10/12/2025	Synergy - Marine Drive Standpipe	92.96
GJBDEB-7062	10/12/2025	Synergy - Bore at Marine Fields	76.90
GJBDEB-7061	10/12/2025	Synergy - Pacman Park	220.53
GJBDEB-7068	12/12/2025	Synergy - Beachridge Entry	126.38
GJBDEB-7067	12/12/2025	Synergy - Dam Pump	1,405.65
GJBDEB-7066	12/12/2025	Synergy - Park Op sales Office	130.57
GJBDEB-7085	15/12/2025	Fat Zebra Fees	19.40
GJBDEB-7084	15/12/2025	Commbiz Fees	1.19
GJBDEB-7083	15/12/2025	BPAY Fees	557.55
GJBDEB-7082	15/12/2025	Acc Serv Fees	45.00
GJBDEB-7081	15/12/2025	Commbiz Fees	80.19
GJBDEB-7071	16/12/2025	Synergy - CBD Cervantes Rest Area	151.12
GJBDEB-7070	16/12/2025	Synergy - Weston St Park	120.16
GJBDEB-7079	18/12/2025	Synergy - Memorial CNR	270.31
GJBDEB-7078	18/12/2025	Synergy - Cervantes F/S Amenities	156.51
GJBDEB-7077	18/12/2025	Synergy - Cervantes F/S	260.96
GJBDEB-7076	18/12/2025	Synergy - Retic Eric Collinson PArk	210.58
GJBDEB-7075	18/12/2025	Synergy - Cervantes Oval	1,892.25
GJBDEB-7074	18/12/2025	Synergy - Cambewarra Drive Standpipe	125.05
GJBDEB-7073	18/12/2025	Synergy - Dandaragan Depot	835.35
GJBDEB-7072	18/12/2025	Synergy - Pioneer Park Jurien BAy	258.93
GJBDEB-7087	19/12/2025	Dobbyn Park	460.14
GJBDEB-7089	22/12/2025	Synergy - Adriana Park	140.49
GJBDEB-7088	22/12/2025	Synergy - New Admin Centre	5,408.22
GJBDEB-7090	29/12/2025	Synergy - Jurien Baay Depot	2,357.27
GJBDEB-7151	30/12/2025	MC - Bunnings - Repairs & Maintenance	45.20
GJBDEB-7150	30/12/2025	MC - Aus Giftcards - Staff Giftcards	153.75
GJBDEB-7149	30/12/2025	MC - Aus Giftcards - Staff Giftcards	1,875.00
GJBDEB-7148	30/12/2025	MC - Quad Lock - Repairs & Maintenance	80.50
GJBDEB-7147	30/12/2025	MC - NNT - Staff Uniform	273.80
GJBDEB-7146	30/12/2025	MC - Sanpiper Bar & Grill - Coastal Awards Lunch	248.22
GJBDEB-7145	30/12/2025	MC - BWS - Stock Council Fridge	52.00
GJBDEB-7144	30/12/2025	MC - BWS - Stock Council Fridge	76.99
GJBDEB-7143	30/12/2025	MC - Starlink - Subscription	195.00
GJBDEB-7142	30/12/2025	MC - Mecca Brands - Staff Gift	100.00
GJBDEB-7141	30/12/2025	MC - Adobe - Subscription	43.99
GJBDEB-7140	30/12/2025	MC - Safety Culture - Subscription	828.74
GJBDEB-7139	30/12/2025	MC - InDesign - Subscription	35.99
GJBDEB-7138	30/12/2025	MC - Coles Group - Staff Giftcards	150.00

# Payment Details - Direct Debit

Payment / Invoice	Date	Description	Amount
GJBDEB-7137	30/12/2025	MC - Aus Giftcards - Staff Giftcards	246.51
GJBDEB-7136	30/12/2025	MC - Aus Giftcards - Staff Giftcards	3,000.00
GJBDEB-7135	30/12/2025	MC Intuit Mailchimp - Subscription	92.52
GJBDEB-7134	30/12/2025	MC - Ampol - Fuel Bushfire Vehicle	65.21
GJBDEB-7133	30/12/2025	MC - Subway - Bushfire Refreshments	393.55
GJBDEB-7132	30/12/2025	MC - Bay Bakery - Bushfire Refreshments	338.70
GJBDEB-7131	30/12/2025	MC - Eneabba Roadhouse - Bushfire Refreshments	587.6
GJBDEB-7130	30/12/2025	MC - Bushfire IO - Subscription	60.00
GJBDEB-7130	30/12/2025	MC - Post Jurien Bay - Staff Gift	5.95
GJBDEB-7129	30/12/2025	MC - Post Jurien Bay - Staff Gift	339.1
GJBDEB-7129	30/12/2025	MC - Post Jurien Bay - Staff Gift	5.95
GJBDEB-7128	30/12/2025	MC - Post Jurien Bay - Staff Gift	500
GJBDEB-7127	30/12/2025	MC - Bluetree Holdings - Staff Accommodation	717
GJBDEB-7126	30/12/2025	MC - Bank Charges	0.77
GJBDEB-7125	30/12/2025	MC - Chat GPT - Subscription	30.68
GJBDEB-7095	30/12/2025	Water - 4 Pinetree Cres	275.25
GJBDEB-7094	30/12/2025	Water - 2 York St	146.06
GJBDEB-7093	30/12/2025	Water - Cervantes CBD Toilet	63.61
GJBDEB-7091	30/12/2025	Synergy - Cerv Transfer Station	159.85
GJBDEB-7098	31/12/2025	Water - Memorial Cnr	12.05
GJBDEB-7097	31/12/2025	Water Catalonia St Toilets	4036.08
GJBDEB-7096	31/12/2025	Water - Cervantes Gym/Hall	12.05
GJBDEB-7092	31/12/2025	Synergy - JCC	1243.3
<b>Grand Total - Direct Debit Payment</b>			<b>56,120.66</b>

# Payment Details - BPAY

Payment / Invoice	Date	Description	Amount
<b>Other</b>			
<b>Other - BPAY 20251210</b>			
<b>V80818 - Telstra Corporation</b>			
2175531686	05/12/25	Telephone and mobiles	807.72
2503689339	05/12/25	Cervantes Library	14.98
7863675800	05/12/25	IT Operations	2,625.99
5258987000	10/12/25	IT Operations	4,145.33
		<b>Total V80818</b>	<b>4,145.33</b>
		<b>Total BPAY 20251210</b>	<b>7,594.02</b>
<b>Grand Total - BPAY</b>			<b>7,594.02</b>



Purchases by Cardholder  
 ABN: 68 005 970 570  
 GPO BOX 5342  
 MELBOURNE VIC 3001  
 Ph: 1300 366 109  
 Fax: (03) 9274 9130  
 Lost cards: 1300 366 109  
 Web: www.motorpass.com.au

Account Name: SHIRE OF DANDARAGAN  
 Account No.: 144 184 843 - 7

Period Ending: 01 DEC 25  
 Page: 6 of 12

Cost Centre	Card Number	Date	Docket Number	Supplier Name/ Location	Supplier ABN#	Fuel Brand	Vehicle Rego / Ref.	Odometer	Product	Unit Cost Incl. GST (CPL)	Qty / Lts	Total Excl. GST	GST Amount	Total Incl. GST
0402		05NOV	50215	METRO PETROLEUM JURIE	B 11671759658	METRO	DN000		PREMIUM DIES	181.95	112.87	186.70	18.67	205.37
0402		05NOV		WEX AUSTRALIA	68005970570		DN000		TRANSACTION FEE			0.75	0.08	0.83
0402		15NOV	50456	METRO PETROLEUM JURIE	B 11671759658	METRO	DN000	84,920	PREMIUM DIES	181.89	73.73	121.92	12.19	134.11
0402		15NOV		WEX AUSTRALIA	68005970570		DN000		TRANSACTION FEE			0.75	0.08	0.83
0402		24NOV	14814	AMPOL JOONDALUP	64000175342	AMPOL	DN000	95,900	DIESEL	219.90	117.47	234.84	23.48	258.32
0402		24NOV		WEX AUSTRALIA	68005970570		DN000		TRANSACTION FEE			0.75	0.08	0.83
0402		01DEC		WEX AUSTRALIA	68005970570		DN000		MANAGEMENT FEE			5.00	0.50	5.50
						CEO			TOTAL CARD SPEND		304.07	\$550.71	\$55.08	\$605.79
COST CENTRE TOTAL GOVERNANCE											304.07	\$550.71	\$55.08	\$605.79
0501		01DEC					DN032		NEW CARD			8.00		8.00
0501		01DEC		WEX AUSTRALIA	68005970570		DN032		MANAGEMENT FEE			5.00	0.50	5.50
						DN032 LANDCRUISER			TOTAL CARD SPEND		0.00	\$13.00	\$0.50	\$13.50
0501		04NOV	9940	AMPOL JURIE BAY	64000175342	AMPOL	DN86	83,900	DIESEL	194.88	37.53	66.49	6.65	73.14
0501		04NOV		WEX AUSTRALIA	68005970570		DN86		TRANSACTION FEE			0.75	0.08	0.83
0501		07NOV	2897	BP CONNECT MAIN STREET	29006639087		DN86	93,926	SURCHARGE			1.13	0.11	1.24
0501		07NOV	2897	BP CONNECT MAIN STREET	29006639087	BP	DN86	93,926	ULS DIESEL (	187.90	41.25	70.46	7.05	77.51
0501		07NOV		WEX AUSTRALIA	68005970570		DN86		TRANSACTION FEE			0.75	0.08	0.83
0501		11NOV	1402	AMPOL JURIE BAY	64000175342	AMPOL	DN86	94,180	DIESEL	197.94	32.93	59.25	5.93	65.18
0501		11NOV	1402	AMPOL JURIE BAY	64000175342	AMPOL	DN86	94,180	PREMIUM	214.89	10.48	20.47	2.05	22.52
0501		11NOV		WEX AUSTRALIA	68005970570		DN86		TRANSACTION FEE			0.75	0.08	0.83
0501		17NOV	10760	AMPOL JURIE BAY	64000175342	AMPOL	DN86	94,341	DIESEL	199.95	20.87	37.94	3.79	41.73
0501		17NOV		WEX AUSTRALIA	68005970570		DN86		TRANSACTION FEE			0.75	0.08	0.83

In accordance with Goods and Services Tax: Waiver of Tax Invoice Requirement (Corporate Card Statements) Determination 2020 (Instrument ID: 2020/SMB/0006), your business does not need to retain original tax invoices to claim input tax credits for the GST expenditure shown on this statement / report (excluding WEX Bill Payment Service transactions). To comply with this ruling the card must show a card holder name (and / or vehicle registration where applicable) and your business must maintain regulated policies for making adjustments for expenditure that is wholly or partly of a private or domestic nature, and to ensure that input tax credits are not claimed more than once for a single creditable acquisition. Please retain this document to substantiate your taxation claims. This document is issued by WEX Australia Pty Ltd, A.B.N. 68 005 970 570, Level 23, 367 Collins St, Melbourne VIC 3000.

^For these WEX Bill Payment transactions powered by Sniip Ltd (ABN 86161862068), the GST component is unavailable therefore "Total Excl. GST" is being presented the same as "Total Incl. GST". Your business cannot rely on this statement for your Business Activity Statement (BAS). Refer to the original tax invoice for your BAS. These transactions are included in the total amount due for this statement.



Purchases by Cardholder  
 ABN: 68 005 970 570  
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 MELBOURNE VIC 3001  
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 Web: www.motorpass.com.au

Account Name: SHIRE OF DANDARAGAN  
 Account No.: 144 184 843 - 7

Period Ending: 01 DEC 25  
 Page: 7 of 12

Cost Centre	Card Number	Date	Docket Number	Supplier Name/ Location	Supplier ABN#	Fuel Brand	Vehicle Rego / Ref.	Odometer	Product	Unit Cost Incl. GST (CPL)	Qty / Lts	Total Excl. GST	GST Amount	Total Incl. GST
0501		01DEC		WEX AUSTRALIA	68005970570		DN86		MANAGEMENT FEE			5.00	0.50	5.50
Approx. fuel consumption: 9.8 Lt/100Km														
						EMC			TOTAL CARD SPEND		143.06	\$263.74	\$26.40	\$290.14
COST CENTRE TOTAL FIRE											143.06	\$276.74	\$26.90	\$303.64
1103		01DEC		WEX AUSTRALIA	68005970570				MANAGEMENT FEE			5.00	0.50	5.50
						SANDY CAPE			TOTAL CARD SPEND		0.00	\$5.00	\$0.50	\$5.50
COST CENTRE TOTAL ECONOMIC DEVELOPMENT											0.00	\$5.00	\$0.50	\$5.50
1404		20NOV	14453	BP JURIE BAY	72825626712	BP			7 ULTRA PULP	202.01	110.39	202.73	20.27	223.00
1404		20NOV		WEX AUSTRALIA	68005970570				TRANSACTION FEE			0.75	0.08	0.83
1404		01DEC		WEX AUSTRALIA	68005970570				MANAGEMENT FEE			5.00	0.50	5.50
						JURIE-SUNDRY PLANT			TOTAL CARD SPEND		110.39	\$208.48	\$20.85	\$229.33
1404		01DEC					DN035		NEW CARD			8.00		8.00
1404		01DEC		WEX AUSTRALIA	68005970570		DN035		MANAGEMENT FEE			5.00	0.50	5.50
						WILLIAM MILLER			TOTAL CARD SPEND		0.00	\$13.00	\$0.50	\$13.50
COST CENTRE TOTAL PLANT AND VEHICLE											110.39	\$221.48	\$21.35	\$242.83
1405		01DEC		WEX AUSTRALIA	68005970570				MANAGEMENT FEE			5.00	0.50	5.50
						DANDY DEPOT			TOTAL CARD SPEND		0.00	\$5.00	\$0.50	\$5.50

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Account Name: SHIRE OF DANDARAGAN  
 Account No.: 144 184 843 - 7

Period Ending: 01 DEC 25  
 Page: 8 of 12

Cost Centre	Card Number	Date	Docket Number	Supplier Name/ Location	Supplier ABN#	Fuel Brand	Vehicle Rego / Ref.	Odometer	Product	Unit Cost Incl. GST (CPL)	Qty / Lts	Total Excl. GST	GST Amount	Total Incl. GST
COST CENTRE TOTAL INFRASTRUCTURE											0.00	\$5.00	\$0.50	\$5.50
BMC		01DEC		WEX AUSTRALIA	68005970570		DN025		MANAGEMENT FEE			5.00	0.50	5.50
						DN025 DUCATO VAN			TOTAL CARD SPEND		0.00	\$5.00	\$0.50	\$5.50
COST CENTRE TOTAL INFRASTRUCTURE											0.00	\$5.00	\$0.50	\$5.50
CEP		30NOV	11615	AMPOL JURIEN BAY	64000175342	AMPOL	DN004	198,800	DIESEL	193.93	40.66	71.68	7.17	78.85
CEP		30NOV		WEX AUSTRALIA	68005970570		DN004		TRANSACTION FEE			0.75	0.08	0.83
CEP		01DEC		WEX AUSTRALIA	68005970570		DN004		MANAGEMENT FEE			5.00	0.50	5.50
						CEP			TOTAL CARD SPEND		40.66	\$77.43	\$7.75	\$85.18
COST CENTRE TOTAL 402											40.66	\$77.43	\$7.75	\$85.18
DOPS		01DEC		WEX AUSTRALIA	68005970570		DN024		MANAGEMENT FEE			5.00	0.50	5.50
						DN024 HILUX			TOTAL CARD SPEND		0.00	\$5.00	\$0.50	\$5.50
COST CENTRE TOTAL INFRASTRUCTURE											0.00	\$5.00	\$0.50	\$5.50
EDM		01DEC		WEX AUSTRALIA	68005970570		DNO32		MANAGEMENT FEE			5.00	0.50	5.50
						DNO32			TOTAL CARD SPEND		0.00	\$5.00	\$0.50	\$5.50

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Period Ending: 01 DEC 25  
 Page: 10 of 12

Cost Centre	Card Number	Date	Docket Number	Supplier Name/ Location	Supplier ABN#	Fuel Brand	Vehicle Rego / Ref.	Odometer	Product	Unit Cost Incl. GST (CPL)	Qty / Lts	Total Excl. GST	GST Amount	Total Incl. GST	
JBOPS		01DEC		WEX AUSTRALIA	68005970570		DN013		MANAGEMENT FEE			5.00	0.50	5.50	
						DN013 HILUX			TOTAL CARD SPEND		0.00	\$5.00	\$0.50	\$5.50	
COST CENTRE TOTAL INFRASTRUCTURE											0.00	\$5.00	\$0.50	\$5.50	
P&G CERVS		01DEC		WEX AUSTRALIA	68005970570		DN059		MANAGEMENT FEE			5.00	0.50	5.50	
						DN059 COLORADO			TOTAL CARD SPEND		0.00	\$5.00	\$0.50	\$5.50	
COST CENTRE TOTAL 1405 JURIE UTE											0.00	\$5.00	\$0.50	\$5.50	
PEHO		14NOV	50426	METRO PETROLEUM JURIE B	11671759658	METRO	DN041		REGULAR ULP	179.89	36.00	58.87	5.89	64.76	
PEHO		14NOV		WEX AUSTRALIA	68005970570		DN041		TRANSACTION FEE			0.75	0.08	0.83	
PEHO		25NOV	11280	AMPOL JURIE BAY	64000175342	AMPOL	DN041	30,508	REGULAR ULP	189.88	37.56	64.84	6.48	71.32	
PEHO		25NOV		WEX AUSTRALIA	68005970570		DN041		TRANSACTION FEE			0.75	0.08	0.83	
PEHO		01DEC		WEX AUSTRALIA	68005970570		DN041		MANAGEMENT FEE			5.00	0.50	5.50	
Approx. fuel consumption: 6.6 Lt/100Km															
						DN041 RAV 4			TOTAL CARD SPEND		73.56	\$130.21	\$13.03	\$143.24	
COST CENTRE TOTAL PLANNING											73.56	\$130.21	\$13.03	\$143.24	
POOL CAR		24NOV	11183	AMPOL JURIE BAY	64000175342	AMPOL	DN016	27,998	PREMIUM	214.93	30.20	59.01	5.90	64.91	
POOL CAR		24NOV		WEX AUSTRALIA	68005970570		DN016		TRANSACTION FEE			0.75	0.08	0.83	
POOL CAR		01DEC		WEX AUSTRALIA	68005970570		DN016		MANAGEMENT FEE			5.00	0.50	5.50	

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Cost Centre	Card Number	Date	Docket Number	Supplier Name/ Location	Supplier ABN#	Fuel Brand	Vehicle Rego / Ref.	Odometer	Product	Unit Cost Incl. GST (CPL)	Qty / Lts	Total Excl. GST	GST Amount	Total Incl. GST
Approx. fuel consumption: 5.6 Lt/100Km														
						DN016 CAMRY			TOTAL CARD SPEND		30.20	\$64.76	\$6.48	\$71.24
COST CENTRE TOTAL INFRASTRUCTURE											30.20	\$64.76	\$6.48	\$71.24
<hr/>														
RANGER UTE 1		01DEC		WEX AUSTRALIA	68005970570		DN012		MANAGEMENT FEE			5.00	0.50	5.50
						DN012 COLORADO			TOTAL CARD SPEND		0.00	\$5.00	\$0.50	\$5.50
COST CENTRE TOTAL 501											0.00	\$5.00	\$0.50	\$5.50
<hr/>														
RANGER UTE 2		12NOV	10403	AMPOL JURIE BAY	64000175342	AMPOL	DN052		REGULAR ULP	189.90	34.47	59.51	5.95	65.46
RANGER UTE 2		12NOV		WEX AUSTRALIA	68005970570		DN052		TRANSACTION FEE			0.75	0.08	0.83
RANGER UTE 2		30NOV	6720	AMPOL JURIE BAY	64000175342	AMPOL	DN052		REGULAR ULP	189.93	23.14	39.95	4.00	43.95
RANGER UTE 2		30NOV		WEX AUSTRALIA	68005970570		DN052		TRANSACTION FEE			0.75	0.08	0.83
RANGER UTE 2		01DEC		WEX AUSTRALIA	68005970570		DN052		MANAGEMENT FEE			5.00	0.50	5.50
						DN052 HILUX			TOTAL CARD SPEND		57.61	\$105.96	\$10.61	\$116.57
COST CENTRE TOTAL 501											57.61	\$105.96	\$10.61	\$116.57
<hr/>														
RANGER UTE		11NOV	29238	BADGINGARRA ROADHOUSE &	77612966882		DN10833		589 SURCHARGE			1.82	0.18	2.00
RANGER UTE		11NOV	29238	BADGINGARRA ROADHOUSE &	77612966882	INDEPENDENT	DN10833		589 DIESEL	185.42	28.80	48.55	4.85	53.40
RANGER UTE		11NOV		WEX AUSTRALIA	68005970570		DN10833		TRANSACTION FEE			0.75	0.08	0.83
RANGER UTE		16NOV	10694	AMPOL JURIE BAY	64000175342	AMPOL	DN10833		REGULAR ULP	192.88	24.31	42.63	4.26	46.89

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Cost Centre	Card Number	Date	Docket Number	Supplier Name/ Location	Supplier ABN#	Fuel Brand	Vehicle Rego / Ref.	Odometer	Product	Unit Cost Incl. GST (CPL)	Qty / Lts	Total Excl. GST	GST Amount	Total Incl. GST
		16NOV		WEX AUSTRALIA	68005970570		DN10833		TRANSACTION FEE			0.75	0.08	0.83
		24NOV	11194	AMPOL JURIE BAY	64000175342	AMPOL	DN10833		REGULAR ULP	189.89	24.33	42.00	4.20	46.20
		24NOV		WEX AUSTRALIA	68005970570		DN10833		TRANSACTION FEE			0.75	0.08	0.83
		01DEC		WEX AUSTRALIA	68005970570		DN10833		MANAGEMENT FEE			5.00	0.50	5.50
						DN10833 HILUX			TOTAL CARD SPEND		77.44	\$142.25	\$14.23	\$156.48
COST CENTRE TOTAL PLANNING											77.44	\$142.25	\$14.23	\$156.48
WHS		01DEC		WEX AUSTRALIA	68005970570		DN11047		MANAGEMENT FEE			5.00	0.50	5.50
						DN11047 HILUX			TOTAL CARD SPEND		0.00	\$5.00	\$0.50	\$5.50
COST CENTRE TOTAL INFRASTRUCTURE											0.00	\$5.00	\$0.50	\$5.50

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**ACCOUNTS FOR PAYMENT  
FOR THE PERIOD ENDING**

**31 January 2026**

**SUMMARY OF SCHEDULE OF ACCOUNTS JANUARY 2026**

<b><u>FUND</u></b>		<b><u>AMOUNT</u></b>
<b><u>MUNICIPAL FUND</u></b>		
CHEQUES	\$	-
EFT'S	\$	1,248,240.38
DIRECT DEBITS	\$	66,274.02
BPAY	\$	43,207.64
TOTAL	MUNICIPAL FUND	<u>\$ 1,357,722.04</u>

<b><u>TRUST FUND</u></b>		
CHEQUES		\$0.00
EFT'S		\$0.00
TRANSFER		\$0.00
TOTAL		<u>\$0.00</u>

# Payment Details - EFT

Payment / Invoice	Date	Description	Amount
<b>EFT Payment</b>			
<b>EFT Payment - EFT01354</b>			
<b>V80021 - BOC Gases</b>			
5006802043	05/01/26	Gas Bottle Hire	82.92
		<b>Total V80021</b>	<b>82.92</b>
<b>V80033 - Derricks Auto-Ag &amp; Hardware Plus</b>			
10396386	07/01/26	12V BATTERY	125.00
		<b>Total V80033</b>	<b>125.00</b>
<b>V80102 - Westrac Equipment</b>			
1708997	09/12/25	FUEL AND OIL FILTERS AND SIR FILTERS	817.89
		<b>Total V80102</b>	<b>817.89</b>
<b>V80110 - Badgingarra Tennis Club</b>			
061225	06/01/26	Tronox / SOD Facilities Grant	600.00
05092025	06/01/26	Community grant 2025/26	1,600.00
		<b>Total V80110</b>	<b>2,200.00</b>
<b>V80115 - GHD Pty Ltd</b>			
112-0266479	05/01/26	JB Landfill Facility – Groundwater Assessment	142,306.18
		<b>Total V80115</b>	<b>142,306.18</b>
<b>V80150 - RDI Transport</b>			
12096	23/12/25	BBQ Gas bottle	170.00
		<b>Total V80150</b>	<b>170.00</b>
<b>V80163 - Badgingarra Community Assn</b>			
771	05/01/26	Badgingarra Town Maintenance Contract 2025-26	5,312.87
		<b>Total V80163</b>	<b>5,312.87</b>
<b>V80202 - Jurien Plumbing</b>			
332	05/01/26	Call out to replace tap at fish cleaning station	880.00
		<b>Total V80202</b>	<b>880.00</b>
<b>V80240 - RBC Rural</b>			
34577	05/01/26	Meterplan Charge - December 2025	1,076.17
		<b>Total V80240</b>	<b>1,076.17</b>
<b>V80910 - Mcleods Barristers And Solicitors</b>			
149297	23/12/25	Legal Expenses - Copyright Protected Material	1,357.40
		<b>Total V80910</b>	<b>1,357.40</b>
<b>V81002 - Landgate</b>			
7223628	06/01/26	Valuation Expenses	108.98
77234604	06/01/26	Valuation Expenses	48.48
		<b>Total V81002</b>	<b>157.46</b>
<b>V81097 - Australia Post</b>			
1014466499	06/01/26	Postage	1,215.88
		<b>Total V81097</b>	<b>1,215.88</b>
<b>V81343 - Dandaragan Mechanical Services</b>			
14333	13/11/25	8X DRIVE TYRES	3,273.16
14279	28/11/25	E-MAX ELECTRICAL JUNCTION BOX	211.30
14115	06/01/26	FRONT TYRES	75.90
14167	06/01/26	Tubes	41.35
		<b>Total V81343</b>	<b>3,601.71</b>
<b>V81382 - Cervantes Hardware and Marine</b>			
203737	08/12/25	Grese and chain saw bar oil	814.00
203822/203725	03/12/25	Muffler ,tap and fire hose nozzel for sandy cape trailer	240.90

# Payment Details - EFT

Payment / Invoice	Date	Description	Amount
PO87528	01/12/25	Shadecloth fasteners 203665	70.26
		<b>Total V81382</b>	<b>1,125.16</b>
<b>V81475 - Cervantes Primary School</b>			
569	23/12/25	Community Grant Donation	100.00
		<b>Total V81475</b>	<b>100.00</b>
<b>V81479 - Apis Rural Products</b>			
1181225	18/12/25	remove bees from niche wall at JB cemetery	120.00
		<b>Total V81479</b>	<b>120.00</b>
<b>V81506 - Afgri Equipment Australia Pty Ltd</b>			
3055861	18/11/25	Bolts to hold teeth on mulcher	873.84
3055862	18/11/25	Hammer heads for mulcher	1,520.05
		<b>Total V81506</b>	<b>2,393.89</b>
<b>V81795 - Jurien Bay Community Resource Centre</b>			
4292	05/01/26	Provision of library services (Oct-Dec 2025)	11,627.00
4319/4313/4323	05/01/26	Shire Matters - Decmeber 2025 (6 pages)	2,497.00
		<b>Total V81795</b>	<b>14,124.00</b>
<b>V81924 - Team Global Express Pty Ltd</b>			
734	06/01/26	Westrac	213.50
735	06/01/26	Freight	69.92
736	06/01/26	Freight	61.52
		<b>Total V81924</b>	<b>344.94</b>
<b>V81973 - Fuel Distributors of WA Pty Ltd</b>			
67102142	05/01/26	Diesel	6,862.04
		<b>Total V81973</b>	<b>6,862.04</b>
<b>V82028 - Avon Waste</b>			
73835	05/01/26	Waste Collection	22,478.85
73905	07/01/26	Waste Collection	28,682.03
		<b>Total V82028</b>	<b>51,160.88</b>
<b>V82225 - Midcoast Hydraulic Services</b>			
422	05/01/26	Bobcat hydraulic repairs	2,505.19
		<b>Total V82225</b>	<b>2,505.19</b>
<b>V82406 - Lgis Insurance Broking</b>			
062-219136	11/12/25	LGIS Regional Risk Coordinator Program	8,539.30
		<b>Total V82406</b>	<b>8,539.30</b>
<b>V82474 - Direct Contracting Pty Ltd</b>			
87642	05/01/26	Bibby Road - patch failures	8,921.00
3076	03/12/25	25/26 Firebreak Compliance - Slashing	6,402.00
		<b>Total V82474</b>	<b>15,323.00</b>
<b>V83145 - Avdata Australia</b>			
150029	05/01/26	Data Jurien Airstrip	251.60
		<b>Total V83145</b>	<b>251.60</b>
<b>V83187 - Wayne Gibson (Cr)</b>			
MEETING WFSN	05/01/26	Meeting WFSN	439.48
		<b>Total V83187</b>	<b>439.48</b>
<b>V83437 - Brook Marsh Pty Ltd</b>			
30011993	18/12/25	feature survey - Badgy Cemetery	3,657.50
30011995	05/01/26	Spotting runway for marking	5,060.00
		<b>Total V83437</b>	<b>8,717.50</b>
<b>V83507 - CouncilFirst</b>			

# Payment Details - EFT

Payment / Invoice	Date	Description	Amount
SA009438	06/01/26	CF Subscription - Baseline	6,085.44
		<b>Total V83507</b>	<b>6,085.44</b>
<b>V83736 - Waterlogic Australia Pty Ltd</b>			
5212466	01/01/26	Waterlogic Filter Lease Payment Sept 25 to June 26	1,660.95
		<b>Total V83736</b>	<b>1,660.95</b>
<b>V83774 - Supagas Pty Ltd</b>			
C649247-12-2025	06/01/26	Gas Bottle Hire	174.99
		<b>Total V83774</b>	<b>174.99</b>
<b>V83863 - Badgingarra Roadhouse &amp; Tourist Park</b>			
FIRE BRIGADE	05/01/26	Iveco HR 1.4 Fuel Inv 588	2,101.57
		<b>Total V83863</b>	<b>2,101.57</b>
<b>V84004 - Department of Water and Environmental Regulation</b>			
DL009248	07/01/26	Controlled Waste Licence	60.00
TF056593	07/01/26	Waste Control	176.00
		<b>Total V84004</b>	<b>236.00</b>
<b>V84006 - Badgingarra Motors</b>			
63556	17/12/25	Tatra Firetruck Tyre Replacement	3,918.13
		<b>Total V84006</b>	<b>3,918.13</b>
<b>V84422 - Jurien Tyre &amp; Auto</b>			
72393	06/01/26	DN10833 vehicle service	927.25
		<b>Total V84422</b>	<b>927.25</b>
<b>V84473 - Scripture Union WA</b>			
122579	06/01/26	Contribution to Cervantes Family Festival 2026	2,500.00
		<b>Total V84473</b>	<b>2,500.00</b>
<b>V84524 - Hersey's Safety Pty Ltd</b>			
4905	17/12/25	100m OF FLAGGING ROPE	145.20
		<b>Total V84524</b>	<b>145.20</b>
<b>V84553 - Jurien Trenching &amp; Excavations</b>			
4216	05/01/26	Cart mulch from yard to swales	2,557.50
4217	04/12/25	Removal of sand south end of TWP	660.00
		<b>Total V84553</b>	<b>3,217.50</b>
<b>V84568 - Ignite Electrical</b>			
5073	24/12/25	Replacement led lights for admin	603.65
5072	11/12/25	lighting circuit breaker replacement	620.58
		<b>Total V84568</b>	<b>1,224.23</b>
<b>V84612 - Water Technology Pty Ltd</b>			
WT020315	18/11/25	Consultancy	5,500.00
		<b>Total V84612</b>	<b>5,500.00</b>
<b>V84646 - QPlay and Playground Inspection Protection</b>			
6015	11/12/25	JB Oval	6,322.25
		<b>Total V84646</b>	<b>6,322.25</b>
<b>V84809 - Jurien Steel</b>			
1066	10/12/25	Replacement steel for Veranda at Jurien Rec centre	1,456.32
		<b>Total V84809</b>	<b>1,456.32</b>
<b>V84825 - Sandpiper Bar &amp; Grill</b>			
2243	05/01/26	Christmas Function 2025	9,297.00
		<b>Total V84825</b>	<b>9,297.00</b>
<b>V84871 - Sharon Young (Cr)</b>			
AWARDS	05/01/26	Attend Tidy Town Awards	438.90

# Payment Details - EFT

Payment / Invoice	Date	Description	Amount
<b>Total V84871</b>			<b>438.90</b>
<b>V84979 - Skytrust Intelligence Systems</b>			
42518	05/01/26	OH&S Expenses	548.90
<b>Total V84979</b>			<b>548.90</b>
<b>V85042 - Avantgarde Technologies Pt Ltd</b>			
4748	05/01/26	IT Operations - managed support	14,734.51
<b>Total V85042</b>			<b>14,734.51</b>
<b>V85106 - Topp Dogg</b>			
133964-2	15/12/25	uniform	247.47
<b>Total V85106</b>			<b>247.47</b>
<b>V85126 - EHO Consulting Australia Pty Ltd</b>			
127	06/01/26	Consultancy	847.00
<b>Total V85126</b>			<b>847.00</b>
<b>Total EFT01354</b>			<b>332,894.07</b>
<hr/>			
<b>EFT Payment - GJBDEB-7159</b>			
<b>V80033 - Derricks Auto-Ag &amp; Hardware Plus</b>			
10397604	20/01/26	Hunter No.5 sprinklers	410.40
10397696	21/01/26	MAXI BLADE FUSES 40AMP X4	40.00
<b>Total V80033</b>			<b>450.40</b>
<b>V80102 - Westrac Equipment</b>			
1811493/1816508	13/01/26	OIL HOSE & ORING AND ADAPTOR FITTING AND ENGINE CRANK CASE FILTER	1,275.24
1811494/1816509	15/01/26	SENSOR KIT	768.87
<b>Total V80102</b>			<b>2,044.11</b>
<b>V80240 - RBC Rural</b>			
34622	20/01/26	Meterplan Charge - January 2026	519.39
<b>Total V80240</b>			<b>519.39</b>
<b>V80910 - Mcleods Barristers And Solicitors</b>			
147003	15/01/26	Annual Audit letter	192.50
<b>Total V80910</b>			<b>192.50</b>
<b>V81258 - Dandaragan Primary School</b>			
644	19/01/26	Student awards	100.00
<b>Total V81258</b>			<b>100.00</b>
<b>V81479 - Apis Rural Products</b>			
1140126	12/01/26	10x 1kg honey	140.00
<b>Total V81479</b>			<b>140.00</b>
<b>V81653 - Badgingarra Primary School</b>			
17/25	11/12/25	Badgingarra Primary School Awards	100.00
<b>Total V81653</b>			<b>100.00</b>
<b>V81912 - Moore Australia (WA) Pty Ltd</b>			
4958	17/01/26	Moore Workshops	3,036.00
<b>Total V81912</b>			<b>3,036.00</b>
<b>V81924 - Team Global Express Pty Ltd</b>			
737A	21/01/26	Freight	178.55
<b>Total V81924</b>			<b>178.55</b>
<b>V82028 - Avon Waste</b>			
74435	20/01/26	Waste Collection	35,480.32
<b>Total V82028</b>			<b>35,480.32</b>
<b>V82256 - Lowman Engineering</b>			

# Payment Details - EFT

Payment / Invoice	Date	Description	Amount
6176	15/01/26	small welding job	77.00
		<b>Total V82256</b>	<b>77.00</b>
<b>V82274 - Vari-Skilled</b>			
1316	04/11/25	Administration Centre	20,733.73
1316A	21/01/26	Administration Centre	0.27
		<b>Total V82274</b>	<b>20,734.00</b>
<b>V82382 - Redgum Village</b>			
1090	19/12/25	Accom in 11/1/26 out 15/1/26	726.00
		<b>Total V82382</b>	<b>726.00</b>
<b>V83340 - CONNECT Call Centre Services</b>			
120941	16/01/26	After Hours Call Service December 2025	985.99
		<b>Total V83340</b>	<b>985.99</b>
<b>V83420 - Porter Consulting Engineers</b>			
25792	21/01/26	Consultancy	4,400.00
		<b>Total V83420</b>	<b>4,400.00</b>
<b>V83780 - Pinnacles Traffic Management Services</b>			
275	16/01/26	Traffic control for Hunter Road	4,789.13
		<b>Total V83780</b>	<b>4,789.13</b>
<b>V84077 - Rothwell Publishing</b>			
3682	20/01/26	20 passports + postage and handling	154.00
		<b>Total V84077</b>	<b>154.00</b>
<b>V84099 - W Coole Mechanical</b>			
1474	20/01/26	CARRY OUT REPAIRS TO AIR CON	3,180.21
		<b>Total V84099</b>	<b>3,180.21</b>
<b>V84299 - Contracting West</b>			
2348	16/01/26	Remove Christmas lights	1,650.00
		<b>Total V84299</b>	<b>1,650.00</b>
<b>V84422 - Jurien Tyre &amp; Auto</b>			
72639	20/01/26	4x check straps	757.60
		<b>Total V84422</b>	<b>757.60</b>
<b>V84678 - JAV Brown and Sons</b>			
84	14/01/26	Supply of 7,232KL of water for Rowes Rd	19,522.80
		<b>Total V84678</b>	<b>19,522.80</b>
<b>V85042 - Avantgarde Technologies Pt Ltd</b>			
4766	14/01/26	Docks and monitors	934.40
		<b>Total V85042</b>	<b>934.40</b>
<b>V85045 - Stirling Ashalt</b>			
13633	16/01/26	Asphalt intersection	243,280.40
		<b>Total V85045</b>	<b>243,280.40</b>
<b>V85086 - Critical Fire Protection and Training</b>			
PO86637A	20/01/26	Fire Inspections and Servicing	117.70
PO86637-2	20/01/26	Fire Inspections and Servicing	2,623.50
PO86637-	20/01/26	Fire Inspections and Servicing	8.80
		<b>Total V85086</b>	<b>2,750.00</b>
<b>V85105 - Datacom Solutions (AU) Pty Ltd</b>			
1744647	04/12/25	Datacom monthly SaaS Fee - January	10,074.16
		<b>Total V85105</b>	<b>10,074.16</b>
<b>V85170 - Wildflora Factory PTY LTD</b>			
104350	19/01/26	variety of seedlings	214.50

# Payment Details - EFT

Payment / Invoice	Date	Description	Amount
<b>Total V85170</b>			<b>214.50</b>
<b>V85172 - Greg Galvin</b>			
A1598	20/01/26	Double Payment of Rates A1598	1,800.00
<b>Total V85172</b>			<b>1,800.00</b>
<b>Total GJBDEB-7159</b>			<b>358,271.46</b>
<b>EFT Payment - EFT01357</b>			
<b>V80033 - Derricks Auto-Ag &amp; Hardware Plus</b>			
10397790	22/01/26	MAKE UP 2 X HYDRAULIC HOSES	82.95
10398206	28/01/26	2X 150MMBOLTS & 2X 160MM BOLTS AND NUTS	46.60
10398124	27/01/26	FEMALE & MALE HYDRAULIC COUPLERS	450.00
<b>Total V80033</b>			<b>579.55</b>
<b>V80126 - Sheridan's</b>			
10774	27/11/25	Name Plaques	139.70
<b>Total V80126</b>			<b>139.70</b>
<b>V80202 - Jurien Plumbing</b>			
0356	09/12/25	Blocked sinks and urinals	1,474.00
380	13/01/26	Replace Burst Water Pipe	968.00
<b>Total V80202</b>			<b>2,442.00</b>
<b>V80549 - BP Jurien Bay</b>			
11511	22/01/26	2x tyres retic ute	733.00
<b>Total V80549</b>			<b>733.00</b>
<b>V81127 - St John Ambulance Australia</b>			
FAINV01373996	21/01/26	First Aid Expenses	577.00
<b>Total V81127</b>			<b>577.00</b>
<b>V81343 - Dandaragan Mechanical Services</b>			
14250	06/01/26	Replace Clutch Dandy LT DN003	2,175.25
<b>Total V81343</b>			<b>2,175.25</b>
<b>V81352 - Jurien Signs</b>			
8364	14/01/26	renewed Standpipe signs x 6 locations	561.00
8369	14/01/26	Shire logo stickers	40.00
8385	15/01/26	Supply 1500 Guide posts for Rowes Rd	57,750.00
8384	15/01/26	Materials and Contracts - Sandy Cape	324.50
<b>Total V81352</b>			<b>58,675.50</b>
<b>V81490 - Ricoh Finance</b>			
238591-C8R6M3	03/11/25	Ricoh Photocopier lease payment FY26	966.79
<b>Total V81490</b>			<b>966.79</b>
<b>V81924 - Team Global Express Pty Ltd</b>			
738	28/01/26	Freight	74.46
<b>Total V81924</b>			<b>74.46</b>
<b>V82274 - Vari-Skilled</b>			
1347	17/12/25	Spraying Swales	3,000.00
<b>Total V82274</b>			<b>3,000.00</b>
<b>V82321 - Stewart &amp; Heaton Clothing Co Pty Ltd</b>			
4197421	08/12/25	BF PPE Shirts	450.55
<b>Total V82321</b>			<b>450.55</b>
<b>V82643 - Officeworks Business Direct</b>			
626841966	14/01/26	Printing and Stationery	430.46
<b>Total V82643</b>			<b>430.46</b>
<b>V82883 - Western Regional Towing</b>			

# Payment Details - EFT

Payment / Invoice	Date	Description	Amount
260121	23/01/26	DN86 tow to Moora Toyota	550.00
		<b>Total V82883</b>	<b>550.00</b>
<b>V83365 - Bitutek Pty Ltd</b>			
8388	28/01/26	Sealing Hunter Road	46,178.00
8389	28/01/26	Assorted Final Seal Projects	169,135.67
		<b>Total V83365</b>	<b>215,313.67</b>
<b>V83507 - CouncilFirst</b>			
SI009463	01/12/25	STP Transaction July 2025	116.60
SI009473	28/01/26	Professional Services - December 2025	275.00
		<b>Total V83507</b>	<b>391.60</b>
<b>V83583 - Coastal Digging</b>			
2505	23/01/26	Excavate grave at JB cemerty	792.00
		<b>Total V83583</b>	<b>792.00</b>
<b>V83780 - Pinnacles Traffic Management Services</b>			
274	07/01/26	JE Road Pruning traffic management	4,848.25
		<b>Total V83780</b>	<b>4,848.25</b>
<b>V83863 - Badgingarra Roadhouse &amp; Tourist Park</b>			
3098048	28/01/26	Badgingarra Fuel inv 048	437.35
		<b>Total V83863</b>	<b>437.35</b>
<b>V83912 - WA Country Builders</b>			
BOND	27/01/26	Verge Bonds	1,000.00
		<b>Total V83912</b>	<b>1,000.00</b>
<b>V84214 - Fiat Professional Welshpool</b>			
FICV168433	17/12/25	Parts & Repairs Fiat Brakes , Gearbox and service	10,763.40
		<b>Total V84214</b>	<b>10,763.40</b>
<b>V84422 - Jurien Tyre &amp; Auto</b>			
72399	27/01/26	New pump Canover LT	3,840.00
		<b>Total V84422</b>	<b>3,840.00</b>
<b>V84430 - MCG Architects Pty Ltd</b>			
3316	01/01/26	Badgingarra Recreation Masterplan	9,570.00
		<b>Total V84430</b>	<b>9,570.00</b>
<b>V84458 - Ray White Jurien Bay</b>			
4/2 - 17/02/26	27/01/26	Staff Housing	1,000.00
13/2 - 26/02/26	27/01/26	Staff Housing	1,400.00
27/01 - 9/02/26	27/01/26	Staff Housing	1,300.00
4/02 - 17/02/26	27/01/26	Staff Housing	1,300.00
		<b>Total V84458</b>	<b>5,000.00</b>
<b>V84493 - Marsh Pty Ltd</b>			
060-1611370	22/01/26	Emergency evacuation plans	4,950.00
		<b>Total V84493</b>	<b>4,950.00</b>
<b>V84562 - CouncilWise Pty Ltd</b>			
INCW000143	28/01/26	PropertyWise Property and Rating - Monthly Licence	3,608.00
		<b>Total V84562</b>	<b>3,608.00</b>
<b>V85042 - Avantgarde Technologies Pt Ltd</b>			
2510	22/01/26	Replace CCTV Server	18,500.00
		<b>Total V85042</b>	<b>18,500.00</b>
<b>V85082 - Jurien Bay Realty</b>			
17/2 - 2/03/2026	27/01/26	Staff Housing	1,500.00
		<b>Total V85082</b>	<b>1,500.00</b>

# Payment Details - EFT

Payment / Invoice	Date	Description	Amount
<b>V85113 - Econisis Pty Ltd</b>			
25104-4	22/01/26	Consultancy	1,518.00
25104-3	14/01/26	Consultancy	2,750.00
		<b>Total V85113</b>	<b>4,268.00</b>
<b>V85139 - KH Fencing</b>			
61	07/11/25	Repair cricket nets at Dandaragan oval	6,050.00
		<b>Total V85139</b>	<b>6,050.00</b>
<b>V85163 - BDO Furniture</b>			
323764	17/12/25	Office Chairs	11,240.00
		<b>Total V85163</b>	<b>11,240.00</b>
		<b>Total EFT01357</b>	<b>373,361.53</b>
<hr/>			
<b>EFT Payment - EFT01355</b>			
<b>V80043 - Jurien Bay IGA</b>			
DECEMBER	08/01/26	Catering	1,083.64
		<b>Total V80043</b>	<b>1,083.64</b>
<b>V80102 - Westrac Equipment</b>			
1790470	07/01/26	A/C FILTERS	666.73
1806761	12/01/26	PRESSURE SENSORS AND SEALS	1,437.12
		<b>Total V80102</b>	<b>2,103.85</b>
<b>V80279 - Jurien Sport and Recreation Centre</b>			
818	13/01/26	Other Materials and Contracts Expenses	150.00
		<b>Total V80279</b>	<b>150.00</b>
<b>V80352 - Zipform Pty Ltd</b>			
226016	07/01/26	Printing and Stationery	2,412.08
		<b>Total V80352</b>	<b>2,412.08</b>
<b>V80384 - Rumbold Ford Pty Ltd</b>			
FOCS2047	14/01/26	15000km service - DN.002	529.80
		<b>Total V80384</b>	<b>529.80</b>
<b>V81031 - AN &amp; A Whybrow</b>			
5104	07/01/26	Contractor Hire Fire Control	5,126.00
5102	07/01/26	Dozer Hire - Dambadgie Bushfire	9,856.00
		<b>Total V81031</b>	<b>14,982.00</b>
<b>V81343 - Dandaragan Mechanical Services</b>			
14014	07/01/26	10 stud truck rims	810.25
14397	23/09/25	Replace hydraulic hose on Vibe Roller	845.55
14439	18/12/25	1x 12v battery & 2mtr of heater hose	298.00
14438	08/12/25	GRADER TYERS	5,258.00
		<b>Total V81343</b>	<b>7,211.80</b>
<b>V81899 - Main Roads WA</b>			
10/4622	08/01/26	Plant - License & Registration Fees	100.00
		<b>Total V81899</b>	<b>100.00</b>
<b>V82362 - Jurien Auto Electrics</b>			
Q0451	09/01/26	DN035 Fitting Emergency Lights	725.00
		<b>Total V82362</b>	<b>725.00</b>
<b>V82364 - Abco Products</b>			
1116817	07/01/26	Puregiene Toilet Tissue Sovereign Carton	1,010.58
		<b>Total V82364</b>	<b>1,010.58</b>
<b>V82643 - Officeworks Business Direct</b>			
626428716	09/01/26	Other Materials and Contracts Expenses	2,520.55

# Payment Details - EFT

Payment / Invoice	Date	Description	Amount
<b>Total V82643</b>			<b>2,520.55</b>
<b>V82773 - Cookies Coastal Earthworks</b>			
B317	14/01/26	Construction of Niche Wall and surrounds	94,055.50
<b>Total V82773</b>			<b>94,055.50</b>
<b>V83495 - Dandaragan Store</b>			
DECEMBER	13/01/26	Dandaragan Depot	52.36
<b>Total V83495</b>			<b>52.36</b>
<b>V83660 - D Greenwood</b>			
DECEMBER 25	14/01/26	Badgingarra Waste Attendant contract	1,386.67
<b>Total V83660</b>			<b>1,386.67</b>
<b>V83705 - Telstra</b>			
4169079	13/01/26	SMS Services	2,070.00
<b>Total V83705</b>			<b>2,070.00</b>
<b>V83863 - Badgingarra Roadhouse &amp; Tourist Park</b>			
3096315	09/01/26	Badgy 2.4 Fuel inv 315	49.64
<b>Total V83863</b>			<b>49.64</b>
<b>V83912 - WA Country Builders</b>			
VERGE BOND	13/01/26	Verge Bonds	1,000.00
VERGE BOND	14/01/26	Verge Bonds	1,000.00
VERGE BOND	14/01/26	Verge Bonds	1,000.00
VERGE BOND	14/01/26	Verge Bonds	1,000.00
VERGE BOND	15/01/26	Verge Bonds	1,000.00
<b>Total V83912</b>			<b>5,000.00</b>
<b>V84099 - W Coole Mechanical</b>			
1459	06/01/26	FIT STARTER MOTOR ANDBATTERY	971.85
1448	06/01/26	REPAIR INTAKE MANIFOLD PRESSURE SENSOR	481.80
<b>Total V84099</b>			<b>1,453.65</b>
<b>V84155 - Jurien Home Hardware - (was Thrifty Link)</b>			
PO87497	25/11/25	Pound Operating Costs	418.63
PO87529	01/12/25	December monthly \$100 per purchase	529.62
PO87526	01/12/25	Purchase order December \$500	277.26
25-00050371	13/12/25	Plant - Other Vehicle Running Costs	155.80
25-00050007	11/12/25	Lupin mulch for gardens	355.11
<b>Total V84155</b>			<b>1,736.42</b>
<b>V84311 - SEEK Limited</b>			
701627242	08/01/26	Advertising and Promotions SEEK	1,210.00
<b>Total V84311</b>			<b>1,210.00</b>
<b>V84364 - W.A. Jacobs Toymaker (Australia) Pty Ltd</b>			
2028628	13/01/26	Order 11/04/2025	3,257.00
<b>Total V84364</b>			<b>3,257.00</b>
<b>V84422 - Jurien Tyre &amp; Auto</b>			
72346	19/12/25	1.4 N601 Tyre Replacement	862.00
<b>Total V84422</b>			<b>862.00</b>
<b>V84458 - Ray White Jurien Bay</b>			
21/1 - 3/2/2026	13/01/26	Staff Housing	1,000.00
30/01 - 12/02/26	13/01/26	Staff Housing	1,400.00
13/01 - 26/01/26	13/01/26	Staff Housing	1,300.00
<b>Total V84458</b>			<b>3,700.00</b>
<b>V84568 - Ignite Electrical</b>			

# Payment Details - EFT

Payment / Invoice	Date	Description	Amount
5168	06/11/25	BBQ Repairs Dobbyn Park	315.57
		<b>Total V84568</b>	<b>315.57</b>
<b>V84578 - Visimax</b>			
1874	20/11/25	Animal Microchips for Ranger Training	304.59
		<b>Total V84578</b>	<b>304.59</b>
<b>V84731 - Heritage Intelligence (WA)</b>			
27/25	08/01/26	Consultancy	577.50
		<b>Total V84731</b>	<b>577.50</b>
<b>V84789 - Jurien Bay Mitre 10</b>			
PO87525	01/12/25	Purchase Order for December \$500	515.25
101084064	02/12/25	Shade shelter Cataloina Park	937.06
101084669	07/12/25	Staff Uniforms/Protective Clothing	71.30
PO87530	01/12/25	December monthly \$100 per purchase	310.90
		<b>Total V84789</b>	<b>1,834.51</b>
<b>V84953 - JMD Operations</b>			
6710	12/01/26	JMD Cleaning December 2025 Invoice	20,833.06
		<b>Total V84953</b>	<b>20,833.06</b>
<b>V85082 - Jurien Bay Realty</b>			
3/2 - 16/2/26	13/01/26	Staff Housing	1,500.00
		<b>Total V85082</b>	<b>1,500.00</b>
<b>V85093 - BSS Employee Assistance Pty Ltd</b>			
19632	09/12/25	Medical Examinations	242.00
		<b>Total V85093</b>	<b>242.00</b>
<b>V85117 - Grow Cook Eat WA</b>			
810	06/01/26	Cooking classes 21/22 January	3,602.00
		<b>Total V85117</b>	<b>3,602.00</b>
<b>V85165 - Gary Dunn</b>			
REBATE	08/01/26	Rebate on Pensioner Claim	580.54
		<b>Total V85165</b>	<b>580.54</b>
<b>V85169 - Tod Maskiell</b>			
REFUND	13/01/26	Refund of overpayment of Rates	73.01
		<b>Total V85169</b>	<b>73.01</b>
		<b>Total EFT01355</b>	<b>177,525.32</b>
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<b>EFT Payment - EFT01356</b>			
<b>V84327 - Lyall Ward</b>			
46	15/01/26	Dandaragan Waste Attendant contract	2,288.00
		<b>Total V84327</b>	<b>2,288.00</b>
<b>V84458 - Ray White Jurien Bay</b>			
21/01-3/02/26	15/01/26	Staff Housing	1,300.00
BOND	15/01/26	Staff Housing - Bond	2,600.00
		<b>Total V84458</b>	<b>3,900.00</b>
		<b>Total EFT01356</b>	<b>6,188.00</b>
<hr/>			
<b>Grand Total - EFT Payment</b>			<b>1,248,240.38</b>

# Payment Details - Direct Debit

Payment / Invoice	Date	Description	Amount
GJBDEB-7120	2/01/2026	ANZ Merchant Fee	158.93
GJBDEB-7119	2/01/2026	CBA Merchant Fee	177.19
GJBDEB-7118	2/01/2026	CBA Merchant Fee	58.34
GJBDEB-7105	2/01/2026	Water-Family Resource centre	543.96
GJBDEB-7104	2/01/2026	Water-Corunna Rd Toilets	1,307.21
GJBDEB-7103	2/01/2026	Water-Jurien Admin Centre	955.02
GJBDEB-7102	2/01/2026	Water-Cerv Waste Station	67.79
GJBDEB-7101	2/01/2026	Water-Welness Centre	112.71
GJBDEB-7124	5/01/2026	WEX December 2025	3,068.19
GJBDEB-7106	5/01/2026	Street Lighting	17,209.32
GJBDEB-7111	6/01/2026	Water-Jurien Cemetary	150.60
GJBDEB-7110	6/01/2026	Water-JCC	611.44
GJBDEB-7109	6/01/2026	Water-Jurien Hall	96.38
GJBDEB-7108	6/01/2026	Water-JBay Depot	837.34
GJBREC-5125	7/01/2026	Visitors Centre	70.95
GJBDEB-7116	7/01/2026	Water-JBay Ezy Dump	789.14
GJBDEB-7115	7/01/2026	Water-JBAY Foreshore Ablutions	1,159.70
GJBDEB-7114	7/01/2026	Water-Weld Park	59.13
GJBDEB-7113	7/01/2026	Water-Memorial Park	135.54
GJBDEB-7112	7/01/2026	Water-Dobbyn Park	328.31
GJBDEB-7121	9/01/2026	Water - Jurien Foreshore Ablutions	632.39
GJBDEB-7123	12/01/2026	Synergy - Dam Pump	1,731.24
GJBDEB-7122	12/01/2026	Synergy - Fautleroy/Dobbyn Park	456.16
GJBDEB-7169	15/01/2026	BPay Fee	309.29
GJBDEB-7168	15/01/2026	Acc Serv Fee	18.00
GJBDEB-7167	15/01/2026	CommBiz Fees	88.70
GJBDEB-7166	15/01/2026	CommBiz Fees	0.79
GJBDEB-7165	15/01/2026	Transaction Fees - Fat Zebra	4.27
GJBDEB-7154	16/01/2026	Synergy - Weld Park Retic Pump	209.34
GJBDEB-7153	16/01/2026	Synergy - Jurien F/S Amenities	219.14
GJBDEB-7155	19/01/2026	Synergy - New Admin Building	3,962.51
GJBDEB-7086	19/01/2026	Dobbyn Park	460.14
GJBDEB-7156	20/01/2026	Synergy - Badgy Fire Station	183.27
GJBDEB-7158	21/01/2026	Synergy - Badgy Oval	2,629.47
GJBDEB-7157	21/01/2026	Synergy - Pioneer Park Toilets	494.96
GJBDEB-7164	22/01/2026	Synergy - Creek Pump	128.46
GJBDEB-7163	22/01/2026	Synergy - Zendora Standpipe	136.53
GJBDEB-7162	22/01/2026	Synergy - Badgy Oval	133.47
GJBDEB-7161	22/01/2026	Synergy - Adriana Park	135.95
GJBDEB-7160	22/01/2026	Synergy - Aggie's Cottage	129.71
GJBDEB-7176	23/01/2026	Synergy - Street Lighting	16,663.82
GJBDEB-7175	23/01/2026	Synergy - Fire Hydrant JBay Vista	133.31
GJBDEB-7174	23/01/2026	Synergy - Fire Hydrant Oceanview	141.44
GJBDEB-7173	23/01/2026	Synergy - Cerv Wate Station	414.41
GJBDEB-7172	23/01/2026	Water - Quin PL Dandaragan	134.17
GJBDEB-7171	23/01/2026	Water - GROH	47.99
GJBDEB-7178	27/01/2026	Australia Post Fees #537	19.55

# Payment Details - Direct Debit

Payment / Invoice	Date	Description	Amount
GJBDEB-7188	28/01/2026	Water - Dandy Office	9.04
GJBDEB-7187	28/01/2026	Water - Dandy Club	635.53
GJBDEB-7186	28/01/2026	Water - Dandy Community Centre	292.16
GJBDEB-7185	28/01/2026	Water - Dandy Depot	858.42
GJBDEB-7184	28/01/2026	Water - Dandy Standpipe	338.61
GJBDEB-7183	28/01/2026	Synergy - Jurien Bay Landfill	240.01
GJBDEB-7182	28/01/2026	Synergy - Two Way Towers	184.65
GJBDEB-7181	28/01/2026	MC - LGPWA - Conference	1,290.00
GJBDEB-7181	28/01/2026	MC - BWS - Refreshments	171.99
GJBDEB-7181	28/01/2026	MC - SAFETYSECTOR - TCVC gate	417.20
GJBDEB-7181	28/01/2026	MC - STARLINK - Internet	195.00
GJBDEB-7181	28/01/2026	MC - SUPEROFFICE - Stationery	259.95
GJBDEB-7181	28/01/2026	MC - Adobe - Subscription	43.99
GJBDEB-7181	28/01/2026	MC - Adobe - Subscription	379.73
GJBDEB-7181	28/01/2026	MC - Adobe - Subscription	239.78
GJBDEB-7181	28/01/2026	MC - InDesign - Subscription	35.99
GJBDEB-7181	28/01/2026	MC - BUSHFIRE.IO - Subscription	60.00
GJBDEB-7181	28/01/2026	MC - BUNNINGS - ESL Partitions	771.30
GJBDEB-7181	28/01/2026	MC - VISUALRIGHTSGROUP - Website	1,050.00
GJBDEB-7181	28/01/2026	MC - AMPOL CATABY - Fire meals	39.90
GJBDEB-7181	28/01/2026	MC - AMPOL CATABY - Fire meals	1,124.22
GJBDEB-7181	28/01/2026	MC - Intuit Mailchimp - Subscription	90.19
GJBDEB-7181	28/01/2026	MC - CBA - International fee	0.75
GJBDEB-7181	28/01/2026	MC - CHATGPT - Subscription	29.94

**Grand Total - Direct Debit Payment**

**66,274.02**

# Payment Details - BPAY

Payment / Invoice	Date	Description	Amount
<b>Other</b>			
<b>Other - GJBDEB-7170</b>			
<b>V81611 - Australian Taxation Office</b>			
PJ005228	30/12/25	PAY01 2026-14 - From Payroll	26,647.10
		<b>Total V81611</b>	<b>26,647.10</b>
		<b>Total GJBDEB-7170</b>	<b>26,647.10</b>
<b>Other - BPAY 20260130</b>			
<b>V81671 - Water Corporation</b>			
901	20/01/26	Ezy Dump	6,495.44
		<b>Total V81671</b>	<b>6,495.44</b>
		<b>Total BPAY 20260130</b>	<b>6,495.44</b>
<b>Other - BPAY 20260114</b>			
<b>V80818 - Telstra Corporation</b>			
2175531686	14/01/26	Mobiles	3,011.31
2503689339	14/01/26	Cervantes Library	14.98
5258987000	14/01/26	IT Operations	4,142.65
7863675800	14/01/26	IT Operations	2,896.16
		<b>Total V80818</b>	<b>10,065.10</b>
		<b>Total BPAY 20260114</b>	<b>10,065.10</b>
		<b>Grand Total - Other</b>	<b>43,207.64</b>



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 Account No.: 144 184 843 - 7

Period Ending: 01 JAN 26  
 Page: 6 of 13

Cost Centre	Card Number	Date	Docket Number	Supplier Name/ Location	Supplier ABN#	Fuel Brand	Vehicle Rego / Ref.	Odometer	Product	Unit Cost Incl. GST (CPL)	Qty / Lts	Total Excl. GST	GST Amount	Total Incl. GST	
0402		07DEC	28790	AMPOL JOONDALUP	64000175342	AMPOL	DN000	89,650	DIESEL	199.90	69.59	126.46	12.65	139.11	
0402		07DEC		WEX AUSTRALIA	68005970570		DN000		TRANSACTION FEE			0.75	0.08	0.83	
0402		07DEC	50953	METRO PETROLEUM JURIE B	11671759658	METRO	DN000		1 PREMIUM DIES	185.90	68.51	115.78	11.58	127.36	
0402		07DEC		WEX AUSTRALIA	68005970570		DN000		TRANSACTION FEE			0.75	0.08	0.83	
0402		08DEC	35053	BP CARNARVON	29006639087		DN000	88,400	SURCHARGE			1.91	0.19	2.10	
0402		08DEC	35053	BP CARNARVON	29006639087	BP	DN000	88,400	ULS DIESEL ( 202.93		64.89	119.71	11.97	131.68	
0402		08DEC		WEX AUSTRALIA	68005970570		DN000		TRANSACTION FEE			0.75	0.08	0.83	
0402		15DEC	35249	BP CARNARVON	29006639087		DN000	9,500	SURCHARGE			2.05	0.20	2.25	
0402		15DEC	35249	BP CARNARVON	29006639087	BP	DN000	9,500	ULS DIESEL ( 188.90		74.60	128.11	12.81	140.92	
0402		15DEC		WEX AUSTRALIA	68005970570		DN000		TRANSACTION FEE			0.75	0.08	0.83	
0402		18DEC	7012	REDDY EXPRESS WILLETTON	96662372027	REDDY EXPRESS	DN000	89,816	DIESEL	209.91	70.25	134.05	13.41	147.46	
0402		18DEC		WEX AUSTRALIA	68005970570		DN000		TRANSACTION FEE			0.75	0.08	0.83	
0402		24DEC	1451	BP HALLS HEAD	29006639087		DN000	90,749	SURCHARGE			3.45	0.34	3.79	
0402		24DEC	1451	BP HALLS HEAD	29006639087	BP	DN000	90,749	ULS DIESEL ( 175.90		134.86	215.65	21.57	237.22	
0402		24DEC		WEX AUSTRALIA	68005970570		DN000		TRANSACTION FEE			0.75	0.08	0.83	
0402		01JAN		WEX AUSTRALIA	68005970570		DN000		MANAGEMENT FEE			5.00	0.50	5.50	
CEO															
<b>TOTAL CARD SPEND</b>											<b>482.70</b>	<b>\$856.67</b>	<b>\$85.70</b>	<b>\$942.37</b>	
<b>COST CENTRE TOTAL GOVERNANCE</b>											<b>482.70</b>	<b>\$856.67</b>	<b>\$85.70</b>	<b>\$942.37</b>	

0501	8310 4520	01JAN		WEX AUSTRALIA	68005970570		DN032		MANAGEMENT FEE			5.00	0.50	5.50	
DN032 LANDCRUISER															
<b>TOTAL CARD SPEND</b>											<b>0.00</b>	<b>\$5.00</b>	<b>\$0.50</b>	<b>\$5.50</b>	
0501		16DEC	10196	PETRO FUELS CATABY	41609822684	INDEPENDENT	DN86	92,800	DIESEL	178.79	53.33	86.68	8.67	95.35	
0501		16DEC		WEX AUSTRALIA	68005970570		DN86		TRANSACTION FEE			0.75	0.08	0.83	

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Period Ending: 01 JAN 26  
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Cost Centre	Card Number	Date	Docket Number	Supplier Name/ Location	Supplier ABN#	Fuel Brand	Vehicle Rego / Ref.	Odometer	Product	Unit Cost Incl. GST (CPL)	Qty / Lts	Total Excl. GST	GST Amount	Total Incl. GST	
0501		01JAN		WEX AUSTRALIA	68005970570		DN86		MANAGEMENT FEE			5.00	0.50	5.50	
						EMC			TOTAL CARD SPEND		53.33	\$92.43	\$9.25	\$101.68	
COST CENTRE TOTAL FIRE											53.33	\$97.43	\$9.75	\$107.18	
1103		01JAN		WEX AUSTRALIA	68005970570				MANAGEMENT FEE			5.00	0.50	5.50	
						SANDY CAPE			TOTAL CARD SPEND		0.00	\$5.00	\$0.50	\$5.50	
COST CENTRE TOTAL ECONOMIC DEVELOPMENT											0.00	\$5.00	\$0.50	\$5.50	
1404		22DEC	14780	BP JURIE BAY	72825626712	BP			7 REGULAR ULP	179.04	28.91	47.05	4.71	51.76	
1404		22DEC		WEX AUSTRALIA	68005970570				TRANSACTION FEE			0.75	0.08	0.83	
1404		29DEC	14845	BP JURIE BAY	72825626712				7 REGULAR OIL			40.91	4.09	45.00	
1404		29DEC	14845	BP JURIE BAY	72825626712	BP			7 ULTRA PULP	199.01	107.03	193.64	19.36	213.00	
1404		29DEC		WEX AUSTRALIA	68005970570				TRANSACTION FEE			0.75	0.08	0.83	
1404		01JAN		WEX AUSTRALIA	68005970570				MANAGEMENT FEE			5.00	0.50	5.50	
JURIE-SUNDRY PLANT															
TOTAL CARD SPEND											135.94	\$288.10	\$28.82	\$316.92	
1404		29DEC	7664	AMPOL JURIE BAY	64000175342	AMPOL	DN035	1,195	REGULAR ULP	189.89	24.64	42.54	4.25	46.79	
1404		29DEC		WEX AUSTRALIA	68005970570		DN035		TRANSACTION FEE			0.75	0.08	0.83	
1404		31DEC	165493	BP FORRESTDALE	38701353858	BP	DN035	117,480	ULS DIESEL (	189.91	35.07	60.55	6.05	66.60	
1404		31DEC		WEX AUSTRALIA	68005970570		DN035		TRANSACTION FEE			0.75	0.08	0.83	
1404		01JAN		WEX AUSTRALIA	68005970570		DN035		MANAGEMENT FEE			5.00	0.50	5.50	
WILLIAM MILLER															
TOTAL CARD SPEND											59.71	\$109.59	\$10.96	\$120.55	

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Period Ending: 01 JAN 26  
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Cost Centre	Card Number	Date	Docket Number	Supplier Name/ Location	Supplier ABN#	Fuel Brand	Vehicle Rego / Ref.	Odometer	Product	Unit Cost Incl. GST (CPL)	Qty / Lts	Total Excl. GST	GST Amount	Total Incl. GST	
COST CENTRE TOTAL PLANT AND VEHICLE											195.65	\$397.69	\$39.78	\$437.47	
1405		01JAN		WEX AUSTRALIA	68005970570				MANAGEMENT FEE			5.00	0.50	5.50	
						DANDY DEPOT			TOTAL CARD SPEND		0.00	\$5.00	\$0.50	\$5.50	
COST CENTRE TOTAL INFRASTRUCTURE											0.00	\$5.00	\$0.50	\$5.50	
BMC		01JAN		WEX AUSTRALIA	68005970570		DN025		MANAGEMENT FEE			5.00	0.50	5.50	
						DN025 DUCATO VAN			TOTAL CARD SPEND		0.00	\$5.00	\$0.50	\$5.50	
COST CENTRE TOTAL INFRASTRUCTURE											0.00	\$5.00	\$0.50	\$5.50	
CEP		11DEC	12276	AMPOL JURIE BAY	64000175342	AMPOL	DN004	199,304	DIESEL	193.89	55.19	97.28	9.73	107.01	
CEP		11DEC		WEX AUSTRALIA	68005970570		DN004		TRANSACTION FEE			0.75	0.08	0.83	
CEP		01JAN		WEX AUSTRALIA	68005970570		DN004		MANAGEMENT FEE			5.00	0.50	5.50	
Approx. fuel consumption: 11.0 Lt/100Km															
						CEP			TOTAL CARD SPEND		55.19	\$103.03	\$10.31	\$113.34	
COST CENTRE TOTAL 402											55.19	\$103.03	\$10.31	\$113.34	
DOPS		01JAN		WEX AUSTRALIA	68005970570		DN024		MANAGEMENT FEE			5.00	0.50	5.50	
						DN024 HILUX			TOTAL CARD SPEND		0.00	\$5.00	\$0.50	\$5.50	

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Cost Centre	Card Number	Date	Docket Number	Supplier Name/ Location	Supplier ABN#	Fuel Brand	Vehicle Rego / Ref.	Odometer	Product	Unit Cost Incl. GST (CPL)	Qty / Lts	Total Excl. GST	GST Amount	Total Incl. GST	
COST CENTRE TOTAL INFRASTRUCTURE											0.00	\$5.00	\$0.50	\$5.50	
EDM		01JAN		WEX AUSTRALIA	68005970570		DNO32		MANAGEMENT FEE			5.00	0.50	5.50	
						DNO32			TOTAL CARD SPEND		0.00	\$5.00	\$0.50	\$5.50	
COST CENTRE TOTAL INFRASTRUCTURE											0.00	\$5.00	\$0.50	\$5.50	
EMDS		01DEC	11698	AMPOL JURIE BAY	64000175342	AMPOL	DN001	14,655	PREMIUM	214.91	45.48	88.85	8.89	97.74	
EMDS		01DEC		WEX AUSTRALIA	68005970570		DN001		TRANSACTION FEE			0.75	0.08	0.83	
EMDS		15DEC	12499	AMPOL JURIE BAY	64000175342	AMPOL	DN001	14,891	PREMIUM	214.92	40.94	79.99	8.00	87.99	
EMDS		15DEC		WEX AUSTRALIA	68005970570		DN001		TRANSACTION FEE			0.75	0.08	0.83	
EMDS		20DEC	12700	AMPOL JURIE BAY	64000175342	AMPOL	DN001	15,437	PREMIUM	214.88	39.17	76.52	7.65	84.17	
EMDS		20DEC		WEX AUSTRALIA	68005970570		DN001		TRANSACTION FEE			0.75	0.08	0.83	
EMDS		29DEC	7668	AMPOL JURIE BAY	64000175342	AMPOL	DN001	15,883	PREMIUM	214.92	34.44	67.29	6.73	74.02	
EMDS		29DEC		WEX AUSTRALIA	68005970570		DN001		TRANSACTION FEE			0.75	0.08	0.83	
EMDS		01JAN		WEX AUSTRALIA	68005970570		DN001		MANAGEMENT FEE			5.00	0.50	5.50	
Approx. fuel consumption: 9.3 Lt/100Km															
						DN001 OUTBACK			TOTAL CARD SPEND		160.03	\$320.65	\$32.09	\$352.74	
COST CENTRE TOTAL PLANNING											160.03	\$320.65	\$32.09	\$352.74	
EMI		01DEC	11677	AMPOL JURIE BAY	64000175342	AMPOL	DN002	19,700	DIESEL	193.89	56.83	100.17	10.02	110.19	

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Account Name: SHIRE OF DANDARAGAN  
 Account No.: 144 184 843 - 7

Period Ending: 01 JAN 26  
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Cost Centre	Card Number	Date	Docket Number	Supplier Name/ Location	Supplier ABN#	Fuel Brand	Vehicle Rego / Ref.	Odometer	Product	Unit Cost Incl. GST (CPL)	Qty / Lts	Total Excl. GST	GST Amount	Total Incl. GST			
EMI		01DEC		WEX AUSTRALIA	68005970570		DN002		TRANSACTION FEE			0.75	0.08	0.83			
EMI		20DEC	14775	BP JURIE BAY	72825626712	BP	DN002	19,987	ULS DIESEL ( 178.03		49.43	80.00	8.00	88.00			
EMI		20DEC		WEX AUSTRALIA	68005970570		DN002		TRANSACTION FEE			0.75	0.08	0.83			
EMI		24DEC	14832	BP JURIE BAY	72825626712	BP	DN002	20,500	ULS DIESEL ( 178.03		46.06	74.55	7.45	82.00			
EMI		24DEC		WEX AUSTRALIA	68005970570		DN002		TRANSACTION FEE			0.75	0.08	0.83			
EMI		28DEC	585309	EG FUELCO MIAMI (FALCON)	39627348645	EG FUELCO	DN002	20,950	DIESEL 179.90		51.69	84.54	8.45	92.99			
EMI		28DEC		WEX AUSTRALIA	68005970570		DN002		TRANSACTION FEE			0.75	0.08	0.83			
EMI		01JAN	7439	X CONVENIENCE ERSKINE	89670878270		DN002	21,500	SURCHARGE			1.81	0.18	1.99			
EMI		01JAN	7439	X CONVENIENCE ERSKINE	89670878270	BP	DN002	21,500	ULS DIESEL ( 173.91		52.24	82.59	8.26	90.85			
EMI		01JAN		WEX AUSTRALIA	68005970570		DN002		TRANSACTION FEE			0.75	0.08	0.83			
EMI		01JAN		WEX AUSTRALIA	68005970570		DN002		MANAGEMENT FEE			5.00	0.50	5.50			
Approx. fuel consumption: 10.7 Lt/100Km																	
											EMI	TOTAL CARD SPEND	256.25	\$432.41	\$43.26	\$475.67	
COST CENTRE TOTAL INFRASTRUCTURE													256.25	\$432.41	\$43.26	\$475.67	
JBOPS		01JAN		WEX AUSTRALIA	68005970570		DN013		MANAGEMENT FEE			5.00	0.50	5.50			
												DN013 HILUX	TOTAL CARD SPEND	0.00	\$5.00	\$0.50	\$5.50
COST CENTRE TOTAL INFRASTRUCTURE													0.00	\$5.00	\$0.50	\$5.50	
P&G CERVS	!	01JAN		WEX AUSTRALIA	68005970570		DN059		MANAGEMENT FEE			5.00	0.50	5.50			
												DN059 COLORADO	TOTAL CARD SPEND	0.00	\$5.00	\$0.50	\$5.50
COST CENTRE TOTAL 1405 JURIE BAY UTE													0.00	\$5.00	\$0.50	\$5.50	

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Account Name: SHIRE OF DANDARAGAN  
 Account No.: 144 184 843 - 7

Period Ending: 01 JAN 26  
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Cost Centre	Card Number	Date	Docket Number	Supplier Name/ Location	Supplier ABN#	Fuel Brand	Vehicle Rego / Ref.	Odometer	Product	Unit Cost Incl. GST (CPL)	Qty / Lts	Total Excl. GST	GST Amount	Total Incl. GST				
PEHO		03DEC	29675	BADGINGARRA ROADHOUSE &	77612966882		DN041	31,307	SURCHARGE			3.06	0.31	3.37				
PEHO		03DEC	29675	BADGINGARRA ROADHOUSE &	77612966882	INDEPENDENT	DN041	31,307	REGULAR ULP	185.89	52.18	88.18	8.82	97.00				
PEHO		03DEC		WEX AUSTRALIA	68005970570		DN041		TRANSACTION FEE			0.75	0.08	0.83				
PEHO		04DEC	11902	AMPOL JURIE BAY	64000175342	AMPOL	DN041	31,632	REGULAR ULP	189.92	20.54	35.46	3.55	39.01				
PEHO		04DEC		WEX AUSTRALIA	68005970570		DN041		TRANSACTION FEE			0.75	0.08	0.83				
PEHO		15DEC	7256	AMPOL JURIE BAY	64000175342	AMPOL	DN041	31,973	REGULAR ULP	189.92	25.00	43.16	4.32	47.48				
PEHO		15DEC		WEX AUSTRALIA	68005970570		DN041		TRANSACTION FEE			0.75	0.08	0.83				
PEHO		18DEC	7413	AMPOL JURIE BAY	64000175342	AMPOL	DN041	32,764	REGULAR ULP	189.90	47.01	81.15	8.12	89.27				
PEHO		18DEC		WEX AUSTRALIA	68005970570		DN041		TRANSACTION FEE			0.75	0.08	0.83				
PEHO		01JAN		WEX AUSTRALIA	68005970570		DN041		MANAGEMENT FEE			5.00	0.50	5.50				
Approx. fuel consumption: 6.4 Lt/100Km																		
											<b>DN041 RAV 4</b>		<b>TOTAL CARD SPEND</b>		<b>144.73</b>	<b>\$259.01</b>	<b>\$25.94</b>	<b>\$284.95</b>
<b>COST CENTRE TOTAL PLANNING</b>											<b>144.73</b>	<b>\$259.01</b>	<b>\$25.94</b>	<b>\$284.95</b>				
POOL CAR		04DEC	11900	AMPOL JURIE BAY	64000175342	AMPOL	DN016	28,638	REGULAR ULP	189.92	31.24	53.94	5.39	59.33				
POOL CAR		04DEC		WEX AUSTRALIA	68005970570		DN016		TRANSACTION FEE			0.75	0.08	0.83				
POOL CAR		01JAN		WEX AUSTRALIA	68005970570		DN016		MANAGEMENT FEE			5.00	0.50	5.50				
Approx. fuel consumption: 4.9 Lt/100Km																		
											<b>DN016 CAMRY</b>		<b>TOTAL CARD SPEND</b>		<b>31.24</b>	<b>\$59.69</b>	<b>\$5.97</b>	<b>\$65.66</b>
<b>COST CENTRE TOTAL INFRASTRUCTURE</b>											<b>31.24</b>	<b>\$59.69</b>	<b>\$5.97</b>	<b>\$65.66</b>				
RANGER UTE 1		01JAN		WEX AUSTRALIA	68005970570		DN012		MANAGEMENT FEE			5.00	0.50	5.50				
											<b>DN012 COLORADO</b>		<b>TOTAL CARD SPEND</b>		<b>0.00</b>	<b>\$5.00</b>	<b>\$0.50</b>	<b>\$5.50</b>

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Account Name: SHIRE OF DANDARAGAN  
 Account No.: 144 184 843 - 7

Period Ending: 01 JAN 26  
 Page: 12 of 13

Cost Centre	Card Number	Date	Docket Number	Supplier Name/ Location	Supplier ABN#	Fuel Brand	Vehicle Rego / Ref.	Odometer	Product	Unit Cost Incl. GST (CPL)	Qty / Lts	Total Excl. GST	GST Amount	Total Incl. GST
COST CENTRE TOTAL 501											0.00	\$5.00	\$0.50	\$5.50
RANGER UTE 2		01JAN		WEX AUSTRALIA	68005970570		DN052		MANAGEMENT FEE			5.00	0.50	5.50
						DN052 HILUX			TOTAL CARD SPEND		0.00	\$5.00	\$0.50	\$5.50
COST CENTRE TOTAL 501											0.00	\$5.00	\$0.50	\$5.50
RANGER UTE		07DEC	12054	AMPOL JURIE BAY	64000175342	AMPOL	DN10833		REGULAR ULP	189.96	24.49	42.29	4.23	46.52
RANGER UTE		07DEC		WEX AUSTRALIA	68005970570		DN10833		TRANSACTION FEE			0.75	0.08	0.83
RANGER UTE		18DEC	46375	AMPOL BUNBURY	64000175342	AMPOL	DN10833		DIESEL	185.90	46.58	78.72	7.87	86.59
RANGER UTE		18DEC		WEX AUSTRALIA	68005970570		DN10833		TRANSACTION FEE			0.75	0.08	0.83
RANGER UTE		20DEC	7468	AMPOL JURIE BAY	64000175342	AMPOL	DN10833		REGULAR ULP	189.94	24.16	41.72	4.17	45.89
RANGER UTE		20DEC		WEX AUSTRALIA	68005970570		DN10833		TRANSACTION FEE			0.75	0.08	0.83
RANGER UTE		26DEC	12821	AMPOL JURIE BAY	64000175342	AMPOL	DN10833		REGULAR ULP	189.88	24.22	41.81	4.18	45.99
RANGER UTE		26DEC		WEX AUSTRALIA	68005970570		DN10833		TRANSACTION FEE			0.75	0.08	0.83
RANGER UTE		01JAN		WEX AUSTRALIA	68005970570		DN10833		MANAGEMENT FEE			5.00	0.50	5.50
						DN10833 HILUX			TOTAL CARD SPEND		119.45	\$212.54	\$21.27	\$233.81
COST CENTRE TOTAL PLANNING											119.45	\$212.54	\$21.27	\$233.81
WHS		01JAN		WEX AUSTRALIA	68005970570		DN11047		MANAGEMENT FEE			5.00	0.50	5.50
						DN11047 HILUX			TOTAL CARD SPEND		0.00	\$5.00	\$0.50	\$5.50

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Account Name

SHIRE OF DANDARAGAN

Period Ending

01 JAN 26

Account No.

144 184 843 - 7

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Cost Centre	Card Number	Date	Docket Number	Supplier Name/ Location	Supplier ABN#	Fuel Brand	Vehicle Rego / Ref.	Odometer	Product	Unit Cost Incl. GST (CPL)	Qty / Lts	Total Excl. GST	GST Amount	Total Incl. GST
COST CENTRE TOTAL INFRASTRUCTURE											0.00	\$5.00	\$0.50	\$5.50

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**MONTHLY FINANCIAL REPORT**  
**For the period ended 31 December 2025**

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

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**SHIRE OF DANDARAGAN**  
**STATEMENT OF FINANCIAL ACTIVITY**  
**FOR THE PERIOD ENDED 31 DECEMBER 2025**

	Adopted Budget Estimates (a) \$	YTD Budget Estimates (b) \$	YTD Actual (c) \$	Variance* \$ (c) - (b) \$	Variance* % ((c) - (b))/(b) %	Var.
<b>OPERATING ACTIVITIES</b>						
<b>Revenue from operating activities</b>						
General rates	6,949,796	6,945,791	<b>6,921,368</b>	(24,423)	(0.35%)	
Rates excluding general rates	1,443,498	1,429,260	<b>1,429,260</b>	0	0.00%	
Grants, subsidies and contributions	2,912,961	1,370,049	<b>1,367,375</b>	(2,674)	(0.20%)	
Fees and charges	3,251,315	2,532,216	<b>2,623,110</b>	90,894	3.59%	
Interest revenue	312,321	146,656	<b>145,125</b>	(1,531)	(1.04%)	
Other revenue	53,800	26,904	<b>26,006</b>	(898)	(3.34%)	
Profit on asset disposals	396,164	0	<b>0</b>	0	0.00%	
	<b>15,319,855</b>	<b>12,450,876</b>	<b>12,512,244</b>	<b>61,368</b>	0.49%	
<b>Expenditure from operating activities</b>						
Employee costs	(6,560,720)	(3,280,296)	<b>(2,734,172)</b>	546,124	16.65%	▲
Materials and contracts	(6,480,488)	(2,991,652)	<b>(2,941,286)</b>	50,366	1.68%	
Utility charges	(494,516)	(198,021)	<b>(190,427)</b>	7,594	3.83%	
Depreciation	(8,593,056)	(4,296,528)	<b>(4,445,348)</b>	(148,820)	(3.46%)	
Finance costs	(45,687)	(22,842)	<b>(15,517)</b>	7,325	32.07%	
Insurance	(373,880)	(373,880)	<b>(373,981)</b>	(101)	(0.03%)	
Other expenditure	(755,665)	(411,759)	<b>(428,352)</b>	(16,593)	(4.03%)	
	<b>(23,304,012)</b>	<b>(11,574,978)</b>	<b>(11,129,083)</b>	<b>445,895</b>	3.85%	
Non cash amounts excluded from operating activities	2(c) 8,202,825	4,296,528	<b>4,507,079</b>	210,551	4.90%	
<b>Amount attributable to operating activities</b>	<b>218,668</b>	<b>5,172,426</b>	<b>5,890,240</b>	<b>717,814</b>	13.88%	
<b>INVESTING ACTIVITIES</b>						
<b>Inflows from investing activities</b>						
Proceeds from capital grants, subsidies and contributions	5,370,234	2,432,355	<b>2,396,676</b>	(35,679)	(1.47%)	
Proceeds from disposal of assets	478,250	0	<b>0</b>	0	0.00%	
Proceeds from financial assets at amortised cost - self supporting loans	0	10,729	<b>10,729</b>	0	0.00%	
	<b>5,848,484</b>	<b>2,443,084</b>	<b>2,407,405</b>	<b>(35,679)</b>	(1.46%)	
<b>Outflows from investing activities</b>						
Acquisition of property, plant and equipment	(3,217,629)	(64,450)	<b>(64,450)</b>	0	0.00%	
Acquisition of infrastructure	(7,914,330)	(1,772,304)	<b>(1,772,304)</b>	0	0.00%	
	<b>(11,131,959)</b>	<b>(1,836,754)</b>	<b>(1,836,754)</b>	<b>0</b>	0.00%	
<b>Amount attributable to investing activities</b>	<b>(5,283,475)</b>	<b>606,330</b>	<b>570,651</b>	<b>(35,679)</b>	(5.88%)	
<b>FINANCING ACTIVITIES</b>						
<b>Inflows from financing activities</b>						
Leases liabilities recognised	0	0	<b>1,051</b>	1,051	0.00%	
Proceeds from new borrowings	550,000	0	<b>0</b>	0	0.00%	
Transfer from reserves	1,600,000	0	<b>0</b>	0	0.00%	
	<b>2,150,000</b>	<b>0</b>	<b>1,051</b>	<b>1,051</b>	0.00%	
<b>Outflows from financing activities</b>						
Payments for principal portion of lease liabilities	(24,778)	(13,198)	<b>(13,198)</b>	0	0.00%	
Repayment of borrowings	(167,967)	(86,097)	<b>(86,097)</b>	0	0.00%	
Transfer to reserves	(1,121,909)	(30,360)	<b>(30,360)</b>	0	0.00%	
	<b>(1,314,654)</b>	<b>(129,655)</b>	<b>(129,655)</b>	<b>0</b>	0.00%	
<b>Amount attributable to financing activities</b>	<b>835,346</b>	<b>(129,655)</b>	<b>(128,604)</b>	<b>1,051</b>	0.81%	
<b>MOVEMENT IN SURPLUS OR DEFICIT</b>						
<b>Surplus or deficit at the start of the financial year</b>	2(a) 5,812,450	5,812,450	<b>5,812,450</b>	0	0.00%	
Amount attributable to operating activities	218,668	5,172,426	<b>5,890,240</b>	717,814	13.88%	▲
Amount attributable to investing activities	(5,283,475)	606,330	<b>570,651</b>	(35,679)	(5.88%)	
Amount attributable to financing activities	835,346	(129,655)	<b>(128,604)</b>	1,051	0.81%	
<b>Surplus or deficit after imposition of general rates</b>	<b>1,582,989</b>	<b>11,461,551</b>	<b>12,144,737</b>	<b>683,186</b>	5.96%	

**KEY INFORMATION**

- ▲ ▼ Indicates a variance between Year to Date (YTD) Budget and YTD Actual data outside the adopted materiality threshold.
  - ▲ Indicates a variance with a positive impact on the financial position.
  - ▼ Indicates a variance with a negative impact on the financial position.
- Refer to Note 3 for an explanation of the reasons for the variance.

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

**SHIRE OF DANDARAGAN**  
**STATEMENT OF FINANCIAL POSITION**  
**FOR THE PERIOD ENDED 31 DECEMBER 2025**

	<b>Actual</b>	<b>Actual as at</b>
	<b>30 June 2025</b>	<b>31 December 2025</b>
	\$	\$
<b>CURRENT ASSETS</b>		
Cash and cash equivalents	8,225,779	12,963,667
Trade and other receivables	704,410	2,021,798
Other financial assets	16,444	5,715
Inventories	67,947	68,361
Other assets	908,818	2,390,119
<b>TOTAL CURRENT ASSETS</b>	<b>9,923,398</b>	<b>17,449,660</b>
<b>NON-CURRENT ASSETS</b>		
Trade and other receivables	61,731	0
Other financial assets	101,388	101,387
Property, plant and equipment	43,837,848	43,217,422
Infrastructure	290,079,635	287,184,760
Right-of-use assets	2,912,275	2,751,860
<b>TOTAL NON-CURRENT ASSETS</b>	<b>336,992,877</b>	<b>333,255,429</b>
<b>TOTAL ASSETS</b>	<b>346,916,275</b>	<b>350,705,089</b>
<b>CURRENT LIABILITIES</b>		
Trade and other payables	655,743	1,630,925
Contract liabilities	179,700	246,425
Capital grant/contributions liabilities	0	527,506
Other liabilities	171	6,169
Lease liabilities	160,980	147,781
Borrowings	167,967	81,870
Employee related provisions	710,586	450,232
<b>TOTAL CURRENT LIABILITIES</b>	<b>1,875,147</b>	<b>3,090,908</b>
<b>NON-CURRENT LIABILITIES</b>		
Lease liabilities	2,672,592	2,672,593
Borrowings	1,737,121	1,737,121
Employee related provisions	70,125	70,125
<b>TOTAL NON-CURRENT LIABILITIES</b>	<b>4,479,838</b>	<b>4,479,839</b>
<b>TOTAL LIABILITIES</b>	<b>6,354,985</b>	<b>7,570,747</b>
<b>NET ASSETS</b>	<b>340,561,290</b>	<b>343,134,342</b>
<b>EQUITY</b>		
Retained surplus	202,846,984	205,389,674
Reserve accounts	4,373,156	4,403,518
Revaluation surplus	133,341,150	133,341,150
<b>TOTAL EQUITY</b>	<b>340,561,290</b>	<b>343,134,342</b>

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

**SHIRE OF DANDARAGAN**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**FOR THE PERIOD ENDED 31 DECEMBER 2025**

**1 BASIS OF PREPARATION AND MATERIAL 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. Supplementary 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.

**PREPARATION TIMING AND REVIEW**

Date prepared: All known transactions up to 01 February 2026

**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.

**MATERIAL ACCOUNTING POLICIES**

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

**Critical accounting estimates and judgements**

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.

As with all estimates, the use of different assumptions could lead to material changes in the amounts reported in the financial report.

The following are estimates and assumptions that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next financial year and further information on their nature and impact can be found in the relevant note:

- Fair value measurement of assets carried at reportable value including:
  - Property, plant and equipment
  - Infrastructure
- Impairment losses of non-financial assets
- Expected credit losses on financial assets
- Measurement of employee benefits
- Estimation uncertainties and judgements made in relation to lease accounting

**SHIRE OF DANDARAGAN**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**FOR THE PERIOD ENDED 31 DECEMBER 2025**

**2 NET CURRENT ASSETS INFORMATION**

**(a) Net current assets used in the Statement of Financial Activity**

Note	Adopted Budget Opening	Actual as at	Actual as at
	1 July 2025	30 June 2025	31 December 2025
	\$	\$	\$
<b>Current assets</b>			
Cash and cash equivalents	8,226,581	8,225,779	12,963,667
Trade and other receivables	764,227	704,410	2,021,798
Other financial assets	16,444	16,444	5,715
Inventories	67,947	67,947	68,361
Other assets	908,818		2,390,119
	9,984,017	9,014,580	17,449,660
<b>Less: current liabilities</b>			
Trade and other payables	(679,214)	(655,743)	(1,630,925)
Other liabilities	(179,630)	(179,871)	(6,169)
Lease liabilities	(25,551)	(25,266)	(147,781)
Borrowings	(167,967)	(167,967)	(81,870)
Employee related provisions	(718,088)	(710,586)	(450,232)
Deferred Lease income		(135,714)	0
	(1,770,450)	(1,875,147)	(2,316,977)
Net current assets	8,213,567	7,139,433	15,132,683
Less: Total adjustments to net current assets	2(b) (3,978,946)	(1,326,983)	(3,982,690)
<b>Closing funding surplus / (deficit)</b>	<b>4,234,621</b>	<b>5,812,450</b>	<b>11,149,993</b>

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

<b>Adjustments to net current assets</b>			
Less: Reserve accounts	(4,373,156)	(4,373,156)	(4,403,516)
Less: Financial assets at amortised cost - self supporting loans	0	(16,444)	(5,715)
Add: Current liabilities not expected to be cleared at the end of the year			
- Current portion of lease liabilities	24,778	25,266	147,781
- Current portion of borrowings	167,967	167,967	81,870
- Deferred Lease Income		2,850,000	
- Current portion of employee benefit provisions held in reserve	201,465	19,384	196,890
<b>Total adjustments to net current assets</b>	<b>2(a) (3,978,946)</b>	<b>(1,326,983)</b>	<b>(3,982,690)</b>

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

	Adopted Budget Estimates	YTD Budget Estimates	YTD Actual
	30 June 2026	31 December 2025	31 December 2025
	\$	\$	\$
<b>Adjustments to operating activities</b>			
Less: Profit on asset disposals	(396,164)	0	0
Add: Depreciation	8,593,056	4,296,528	4,445,348
Movement in current employee provisions associated with restricted cash	5,933	0	0
Non-cash movements in non-current assets and liabilities:			
- Pensioner deferred rates			61,731
<b>Total non-cash amounts excluded from operating activities</b>	<b>8,202,825</b>	<b>4,296,528</b>	<b>4,507,079</b>

**CURRENT AND NON-CURRENT CLASSIFICATION**

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

**SHIRE OF DANDARAGAN**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**FOR THE PERIOD ENDED 31 DECEMBER 2025**

**3 EXPLANATION OF MATERIAL VARIANCES**

The material variance thresholds are adopted annually by Council as an indicator of whether the actual expenditure or revenue varies from the year to date actual materially.

The material variance adopted by Council for the 2025-26 year is \$10,000 and 10.00% whichever is the greater.

**Description**

**Expenditure from operating activities**

**Employee costs**

Staff vacancies have led to lower costs this financial year

Var. \$	Var. %
\$	%
546,124	16.65%
	Permanent

**SHIRE OF DANDARAGAN**  
**SUPPLEMENTARY INFORMATION**  
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**BASIS OF PREPARATION - SUPPLEMENTARY INFORMATION**

Supplementary information is presented for information purposes. The information does not comply with the disclosure requirements of the Australian Accounting Standards.

**SHIRE OF DANDARAGAN  
SUPPLEMENTARY INFORMATION  
FOR THE PERIOD ENDED 31 DECEMBER 2025**

**1 CASH AND FINANCIAL ASSETS AT AMORTISED COST**

Description	Classification	Unrestricted	Restricted Accounts	Total	Institution	Interest Rate	Maturity Date
		\$	\$	\$			
Municipal Account	Cash and cash equivalents	2,784,758	773,931	3,558,689	CBA	3.00%	Ongoing
Municipal Term Deposit	Cash and cash equivalents	5,000,000	0	5,000,000	CBA	4.20%	Apr 2026
Petty Cash	Cash and cash equivalents	1,460	0	1,460	Cash	Nil	On hand
Reserve Account	Cash and cash equivalents	0	903,518	903,518	CBA	3.00%	Ongoing
Reserve Term Deposit	Cash and cash equivalents	0	3,500,000	3,500,000	CBA	4.02%	May 2026
<b>Total</b>		<b>7,786,218</b>	<b>5,177,449</b>	<b>12,963,667</b>			
<b>Comprising</b>							
Cash and cash equivalents		7,786,218	5,177,449	12,963,667			
		<b>7,786,218</b>	<b>5,177,449</b>	<b>12,963,667</b>			

**KEY INFORMATION**

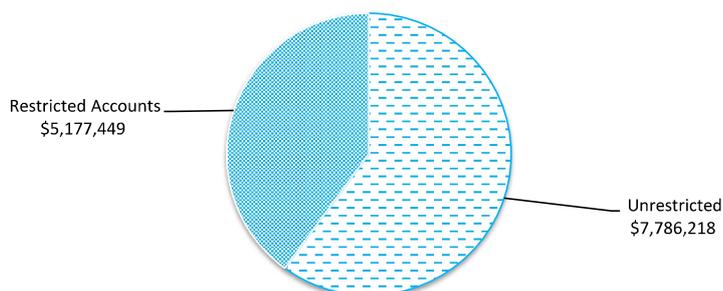
Cash and cash equivalents include cash on hand, cash at bank, deposits available on demand with banks and other short term highly liquid investments with original maturities of three months or less that are readily convertible to known amounts of cash and which are subject to an insignificant risk of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

Bank overdrafts are reported as short term borrowings in current liabilities in the statement of net current assets.

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

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

Financial assets at amortised cost held with registered financial institutions are listed in this note other financial assets at amortised cost are provided in Note 6 - Other assets.



**SHIRE OF DANDARAGAN  
SUPPLEMENTARY INFORMATION  
FOR THE PERIOD ENDED 31 DECEMBER 2025**

**2 RESERVE ACCOUNTS**

Reserve account name	Budget				Actual			
	Opening Balance	Transfers In (+)	Transfers Out (-)	Closing Balance	Opening Balance	Transfers In (+)	Transfers Out (-)	Closing Balance
	\$	\$	\$	\$	\$	\$	\$	\$
<b>Reserve accounts restricted by Council</b>								
Leave reserve	195,532	5,933	0	201,465	195,532	1,358	0	196,890
Plant reserve	454,133	11,811	(200,000)	265,944	454,133	3,150	0	457,283
Building reserve	386,135	30,582	0	416,717	386,135	2,680	0	388,815
Rubbish reserve	297,011	214,295	0	511,306	297,011	2,062	0	299,073
Community Centre reserve	341,938	19,342	0	361,280	341,938	2,374	0	344,312
Television Services Reserve	57,248	1,737	0	58,985	57,248	398	0	57,646
Information Technology Reserve	61,845	1,877	0	63,722	61,845	430	0	62,275
Land Development Reserve	2,644	2,326	0	4,970	2,644	18	0	2,662
Parking Requirements (L1154 SandpiperSt) Res	12,371	375	0	12,746	12,371	86	0	12,457
Parks & Rec. Grounds (Seagate) Reserve	162,763	4,939	0	167,702	162,763	1,130	0	163,893
Sport and Recreation Reserve	93,408	92,059	0	185,467	93,408	649	0	94,057
Landscaping Reserve	2,871	87	0	2,958	2,871	20	0	2,891
Aerodrome Reserve	45,904	18,833	0	64,737	45,904	319	0	46,223
Public Open Space Renewal Reserve	6,705	6,952	0	13,657	6,705	46	0	6,751
Infrastructure Renewal Reserve	757,815	22,993	(700,000)	80,808	757,815	5,261	0	763,076
Public Open Space Construction Reserve	10,179	309	0	10,488	10,179	71	0	10,250
Infrastructure Construction Reserve	158,050	4,796	0	162,846	158,050	1,097	0	159,147
Building Construction Reserve	28,955	50,879	0	79,834	28,955	201	0	29,156
Economic Development Reserve	980,436	621,215	(450,000)	1,151,651	980,436	6,807	0	987,243
Turquoise Way Path Reserve	56,149	1,704	0	57,853	56,149	390	0	56,539
Cash in Lieu of Landscaping-Lot1146 Sandpiper	2,706	82	0	2,788	2,706	19	0	2,725
Cervantes Community Infrastructure Developme	258,358	8,783	(250,000)	17,141	258,358	1,794	0	260,152
	<b>4,373,156</b>	<b>1,121,909</b>	<b>(1,600,000)</b>	<b>3,895,065</b>	<b>4,373,156</b>	<b>30,360</b>	<b>0</b>	<b>4,403,516</b>

### 3 CAPITAL ACQUISITIONS

Capital acquisitions	Adopted		YTD Actual	YTD Variance
	Budget	YTD Budget		
	\$	\$	\$	\$
Buildings	1,825,129	60,800	60,800	0
Furniture and equipment	15,000	3,650	3,650	0
Plant and equipment	1,377,500	0	0	0
<b>Acquisition of property, plant and equipment</b>	<b>3,217,629</b>	<b>64,450</b>	<b>64,450</b>	<b>0</b>
Infrastructure - roads	4,084,177	1,574,317	1,574,317	0
Infrastructure - Footpaths	288,000	0	0	0
Infrastructure - Parks and Reserves	391,500	167,425	167,425	0
Infrastructure - Other	3,150,653	30,562	30,562	0
<b>Acquisition of infrastructure</b>	<b>7,914,330</b>	<b>1,772,304</b>	<b>1,772,304</b>	<b>0</b>
<b>Total capital acquisitions</b>	<b>11,131,959</b>	<b>1,836,754</b>	<b>1,836,754</b>	<b>0</b>
<b>Capital Acquisitions Funded By:</b>				
Capital grants and contributions	5,370,234	2,432,355	2,396,676	(35,679)
Lease liabilities	0	0	1,051	1,051
Borrowings	550,000	0	0	0
Other (disposals & C/Fwd)	478,250	0	0	0
Reserve accounts				
Plant reserve	200,000	200,000	0	(200,000)
Infrastructure Renewal Reserve	700,000	700,000	0	(700,000)
Economic Development Reserve	450,000	450,000	0	(450,000)
Cash in Lieu of Landscaping-Lot1146 Sandpiper St	250,000	250,000	0	(250,000)
Contribution - operations	3,133,475	(2,195,601)	(560,973)	1,634,628
<b>Capital funding total</b>	<b>11,131,959</b>	<b>1,836,754</b>	<b>1,836,754</b>	<b>0</b>

#### KEY INFORMATION

##### Initial recognition

An item of property, plant and equipment or infrastructure that qualifies for recognition as an asset is measured at its cost.

Upon initial recognition, cost is determined as the amount paid (or other consideration given) to acquire the assets, plus costs incidental to the 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. For assets acquired at zero cost or otherwise significantly less than fair value, cost is determined as fair value at the date of acquisition.

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 *Local Government (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.

Individual assets that are land, buildings and infrastructure acquired between scheduled revaluation dates of the asset class in accordance with the Shire's revaluation policy, are recognised at cost and disclosed as being at reportable value.

##### Measurement after recognition

Plant and equipment including furniture and equipment and right-of-use assets (other than vested improvements) are measured using the cost model as required under *Local Government (Financial Management) Regulation 17A(2)*. Assets held under the cost model are carried at cost less accumulated depreciation and any impairment losses being their reportable value.

##### Reportable Value

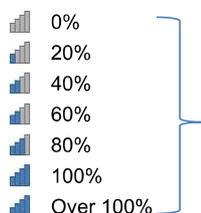
In accordance with *Local Government (Financial Management) Regulation 17A(2)*, the carrying amount of non-financial assets that are land and buildings classified as property, plant and equipment, investment properties, infrastructure or vested improvements that the local government controls.

Reportable value is for the purpose of *Local Government (Financial Management) Regulation 17A(4)* is the fair value of the asset at its last valuation date minus (to the extent applicable) the accumulated depreciation and any accumulated impairment losses in respect of the non-financial asset subsequent to its last valuation date.

3 CAPITAL ACQUISITIONS (CONTINUED) - DETAILED

Capital expenditure total

Level of completion indicators

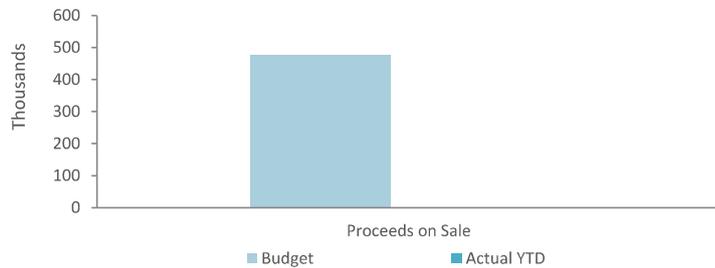


Percentage Year to Date Actual to Annual Budget expenditure where the expenditure over budget highlighted in red.

Account Description	Adopted		YTD Actual	Variance (Under)/Over
	Budget	YTD Budget		
	\$	\$	\$	\$
COALSEAM FOOTPATH - I10071	288,000	288,000	0	288,000
JURIEN IRRIGATION PROJECT - I20094	85,500	85,500	36,100	49,400
CERVANTES OVAL RETIC - I20109	130,000	130,000	111,620	18,380
RONSARD RESERVE CERV - REPLACE BBQ COOKTOP - I20111	4,650	4,650	3,529	1,121
JB CEMETERY GRAVE RETAINMENT - I30084	20,000	20,000	0	20,000
PIONEER PARK DANDARAGAN UPGRADE - I30109	30,000	30,000	11,980	18,020
JB AIRPORT SMALL PROJECTS - I30110	162,260	162,260	0	162,260
MOTORISATION CERVANTES WASTE TIP HOPPER - I30111	30,893	30,893	0	30,893
DOG/CAT POUND FACILITY FY26 - I30112	40,000	40,000	6,378	33,622
SANDY CAPE SOLAR LIGHTING - I30114	7,500	7,500	7,725	(225)
SANDY CAPE NORTH HEAD REMEDIATION - I30115	6,000	6,000	0	6,000
SANDY CAPE REINSTATEMNT OF RAMP TO MAKE LOOKOUT SA - I30116	7,500	7,500	0	7,500
JB DEPOT SHED EXTENSION - I50241	46,000	46,000	0	46,000
AGGIES COTTAGE - ANNUAL RENEWAL WORKS - I50246	10,000	10,000	0	10,000
4 PINETREE CIRCUIT - REPLACE PATIO - I50280	35,000	35,000	0	35,000
NEW DEPOT AMENITIES / 2X1 WITH CARETAKERS WING - I50287	400,000	400,000	0	400,000
CERVANTES NICHE WALL CONSTRUCTION - I50290	135,000	135,000	10,202	124,798
CERVANTES COMMUNITY RECREATION CENTRE - NEW ENTRY - I50291	400,000	400,000	0	400,000
JURIEN BAY CBD PLAN - NEW ABLUTION BLOCK - I50295	200,000	200,000	0	200,000
CERVANTES CCRC - CHANGEROOMS - I50296	609,979	609,979	0	609,979
JSRC SOAKWELL - I50304	12,000	12,000	12,980	(980)
JURIEN ADMIN - NEW ALARM, CCTV & LOCKS - I50305	40,000	40,000	29,388	10,612
FAMILY RESOURCE CENTRE - AIRCON FOR MAIN OFFICE - I50307	4,500	4,500	3,109	1,391
HSP2 INFRASTRUCTURE & LAND SERVICING - I50308	2,800,500	2,800,500	7,380	2,793,120
JURIEN CIVIC CENTRE - FLOORING REPLACEMENT - I50310	15,000	15,000	3,650	11,350
JURIEN ADMIN - WINDOW BLINDS - I50311	25,000	25,000	18,396	6,604
CERVANTES REC RES PLAYGROUND - I80002	110,000	110,000	0	110,000
DANDARAGAN BASKETBALL DUNK RING - I80020	15,000	15,000	0	15,000
DAMBADGIE ROAD - MGR011	150,000	150,000	0	150,000
ROWES ROAD RECONSTRUCTION - MRR007REC	530,000	530,000	995,353	(465,353)
COCKLESHELL GULLY RECONSTRUCTION - MRR051RECCO	40,000	40,000	0	40,000
GILLINGARA ROAD FINAL SEAL - RCR010FSCO	110,638	110,638	0	110,638
MUTHERWANDERY ROAD RECONSTRUCTION - RCR030REC	673,725	673,725	404,560	269,165
CATABY ROAD - RRG001FS	72,500	72,500	0	72,500
DANDARAGAN ROAD - RRG002FS	135,000	135,000	0	135,000
DANDARAGAN ROAD - RRG002REC	2,372,314	2,372,314	174,404	2,197,910
GRADER - MAINTENANCE - I60014	560,000	560,000	0	560,000
LOADER - CONSTRUCTION - I60041	600,000	600,000	0	600,000
TRUCK - ROAD MAINTENANCE - I60036	130,000	130,000	0	130,000
TOYOTA PRADO DN000 - I60044	80,000	80,000	0	80,000
PRESSURE CLEANER - I60055	7,500	7,500	0	7,500
	<b>11,131,959</b>	<b>11,131,959</b>	<b>1,836,754</b>	<b>9,295,205</b>

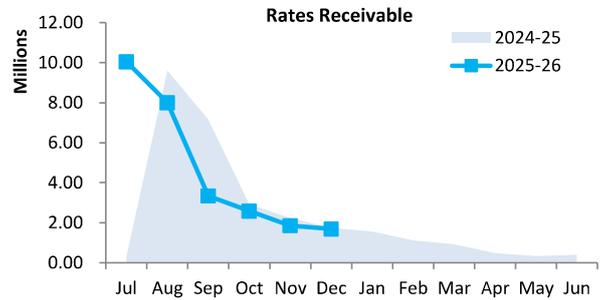
4 DISPOSAL OF ASSETS

Asset Ref.	Asset description	Budget				YTD Actual			
		Net Book		Profit	(Loss)	Net Book		Profit	(Loss)
		Value	Proceeds			Value	Proceeds		
\$	\$	\$	\$	\$	\$	\$	\$		
<b>Plant and equipment</b>									
	2016 Cat 12M Motor Grader - DN027	17,867	165,000	147,133	0	0	0	0	0
	Caterpillar 950K Wheel Loader - DN011	19,936	155,000	135,064	0	0	0	0	0
	2015 Hino 500 Series Tip Truck - DN006	2,127	70,000	67,873	0	0	0	0	0
	2023 Prado GXL	27,248	60,000	32,752	0	0	0	0	0
	Pressure Cleaner	0	250	250	0	0	0	0	0
	2017 Ford Everest SUV 4WD - DN004	10,383	20,000	9,617	0	0	0	0	0
	2017 Mazda CX5 Wgn - DN032	4,525	8,000	3,475	0	0	0	0	0
		<b>82,086</b>	<b>478,250</b>	<b>396,164</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>



5 RECEIVABLES

Rates receivable	30 Jun 2025	31 Dec 2025
	\$	\$
Opening arrears previous year	406,824	342,324
Levied this year	7,982,889	8,350,628
Fees and charges levied through rates	1,389,542	1,457,213
Less - collections to date	(9,436,931)	(8,459,241)
<b>Net rates collectable</b>	<b>342,324</b>	<b>1,690,924</b>
% Collected	96.5%	83.3%



Receivables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Receivables - general	0	9,045	18,254	283,484	21,518	332,301
Percentage	0.0%	2.7%	5.5%	85.3%	6.5%	
<b>Balance per trial balance</b>						
Trade and other receivables						332,301
Allowance for credit losses of trade receivables						(1,427)
<b>Total receivables general outstanding</b>						<b>330,874</b>

Amounts shown above include GST (where applicable)

KEY INFORMATION

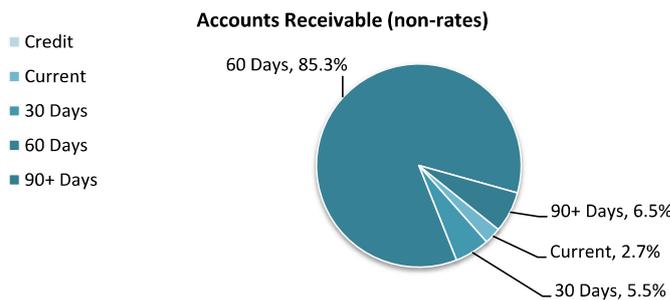
Trade and other receivables include amounts due from ratepayers for unpaid rates and service charges and other amounts due from third parties for goods sold and services performed in the ordinary course of business.

Trade receivables are recognised at original invoice amount less any allowances for uncollectable amounts (i.e. impairment). The carrying amount of net trade receivables is equivalent to fair value as it is due for settlement within 30 days.

Classification and subsequent measurement

Receivables which are generally due for settlement within 30 days except rates receivables which are expected to be collected within 12 months are classified as current assets. All other receivables such as, deferred pensioner rates receivable after the end of the reporting period are classified as non-current assets.

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



6 OTHER CURRENT ASSETS

Other current assets	Opening Balance 1 July 2025	Asset Increase	Asset Reduction	Closing Balance 31 December 2025
	\$	\$	\$	\$
<b>Other financial assets at amortised cost</b>				
Financial assets at amortised cost - self supporting loans	16,444	0	(10,729)	5,715
<b>Inventory</b>				
Stock on Hand - Fuel	67,947	168,299	(167,885)	68,361
<b>Other assets</b>				
Work in Progress	908,818	2,455,548	(974,247)	2,390,119
<b>Total other current assets</b>	<b>993,209</b>	<b>2,623,847</b>	<b>(1,152,861)</b>	<b>2,464,195</b>

Amounts shown above include GST (where applicable)

KEY INFORMATION

**Other financial assets at amortised cost**

The Shire 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.

**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.

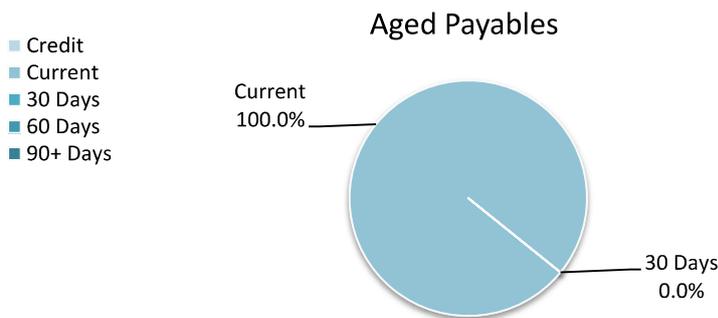
7 PAYABLES

Payables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Payables - general	0	144,677	0	0	0	144,677
Percentage	0.0%	100.0%	0.0%	0.0%	0.0%	
<b>Balance per trial balance</b>						
Sundry creditors						144,677
ATO liabilities						1,186,442
Bonds and deposits held						299,806
<b>Total payables general outstanding</b>						<b>1,630,925</b>

Amounts shown above include GST (where applicable)

KEY INFORMATION

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



## 8 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
		\$	\$	\$	\$	\$	\$	\$	\$	\$
Dandaragan Residential House - GROH	136	430,807	0	0	(31,404)	(63,087)	399,403	367,720	(3,840)	(7,399)
Jurien Bay Foreshore Redevelopment	137	1,288,475	0	0	(31,754)	(63,907)	1,256,721	1,224,568	(10,608)	(31,955)
Jurien Bay Depot Building	138	167,499	0	0	(12,210)	(24,529)	155,289	142,970	343	(2,877)
Cervantes Rec. Centre	New	0	0	550,000	0	0	0	550,000	0	0
		1,886,781	0	550,000	(75,368)	(151,523)	1,811,413	2,285,258	(14,105)	(42,231)
<b>Self supporting loans</b>										
Jurien Bay Progress Association - Shed		7,681	0	0	(3,817)	(7,681)	3,864	0	(16)	(144)
Jurien Bay Mens Shed - Shed		5,553	0	0	(1,839)	(3,690)	3,714	1,863	(32)	(61)
Badgingarra Bowling Club - Synthetic Surface		5,073	0	0	(5,073)	(5,073)	0	0	(5)	(16)
		18,307	0	0	(10,729)	(16,444)	7,578	1,863	(53)	(221)
<b>Total</b>		<b>1,905,088</b>	<b>0</b>	<b>550,000</b>	<b>(86,097)</b>	<b>(167,967)</b>	<b>1,818,991</b>	<b>2,287,121</b>	<b>(14,158)</b>	<b>(42,452)</b>
Current borrowings		167,967					81,870			
Non-current borrowings		1,737,121					1,737,121			
		<b>1,905,088</b>					<b>1,818,991</b>			

All debenture repayments were financed by general purpose revenue.  
Self supporting loans are financed by repayments from third parties.

### New borrowings 2025-26

Particulars	Amount Borrowed		Institution	Loan Type	Term Years	Total Interest & Charges	Interest Rate	Amount (Used)		Balance Unspent
	Actual	Budget						Actual	Budget	
Cervantes Rec. Centre	\$ 0	\$ 550,000	WATC	Fixed	TBD	\$ 0	% TBD	\$ 0	\$ (550,000)	\$ 0

### KEY INFORMATION

The Shire has elected to recognise borrowing costs as an expense when incurred regardless of how the borrowings are applied.

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.

## 9 LEASE LIABILITIES

### Movement in carrying amounts

Information on leases Particulars	Lease No.	1 July 2025	New Leases		Principal Repayments		Principal Outstanding		Interest Repayments	
			Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget
		\$	\$	\$	\$	\$	\$	\$	\$	
Photocopier Lease	Ricoh	29,388	0	0	(5,722)	(9,085)	23,666	20,303	(430)	(1,462)
Water Filter Lease	Waterlogic	32,300	1,051	0	(7,476)	(15,693)	25,875	16,607	(929)	(1,773)
Deferred Lease Income*		2,770,832	0	0	0	0	2,770,832	2,770,832	0	0
<b>Total</b>		<b>2,832,520</b>	<b>1,051</b>	<b>0</b>	<b>(13,198)</b>	<b>(24,778)</b>	<b>2,820,373</b>	<b>2,807,742</b>	<b>(1,359)</b>	<b>(3,235)</b>
Current lease liabilities		160,980					147,781			
Non-current lease liabilities		2,671,540					2,672,593			
		<b>2,832,520</b>					<b>2,820,373</b>			

All lease repayments were financed by general purpose revenue.

### KEY INFORMATION

At inception of a contract, the Shire assesses if the contract contains or is a lease. A contract is or contains a lease, if the contract conveys the right to control the use of an identified asset for a period of time in exchange for consideration. At the commencement date, a right of use asset is recognised at cost and lease liability at the present value of the lease payments that are not paid at that date. The lease payments are discounted using that date. The lease payments are discounted using the interest rate implicit in the lease, if that rate can be readily determined. If that rate cannot be readily determined, the Shire uses its incremental borrowing rate.

All contracts classified as short-term leases (i.e. a lease with a remaining term of 12 months or less) and leases of low value assets are recognised as an operating expense on a straight-line basis over the term of the lease.

\*Deferred Lease Income relates to the non-cash accounting treatment adopted by the Shire, as lessor, in respect of Lot 1223 on Deposited Plan 219774, comprising land on which the Retired Services League (RSL) Jurien Bay Sub-branch has erected and fully funded a building. A lease has been granted for a fixed, non-cancellable term of 21 years, being the maximum lease term the Shire is permitted to grant under its policy framework. The non-cash accounting treatment reflects the recognition of the building as a Shire asset, with the corresponding benefit received by the lessee recognised as Deferred Lease Income and amortised over the lease term. The lease is subject to renewal upon expiry; however, renewal is not assumed for accounting purposes unless and until the option is exercised.

10 OTHER CURRENT LIABILITIES

Other current liabilities	Note	Opening Balance 1 July 2025 \$	Liability transferred from/(to) non current \$	Liability Increase \$	Liability Reduction \$	Closing Balance 31 December 2025 \$
<b>Other liabilities</b>						
Contract liabilities		179,700	0	66,725	0	246,425
Capital grant/contributions liabilities		0	0	546,839	(19,333)	527,506
Suspense payments		171	0	5,998	0	6,169
<b>Total other liabilities</b>		<u>179,871</u>	<u>0</u>	<u>619,562</u>	<u>(19,333)</u>	<u>780,100</u>
<b>Employee Related Provisions</b>						
Provision for annual leave		339,046	0	0	(227,213)	111,833
Provision for long service leave		371,540	0	0	(33,141)	338,399
<b>Total Provisions</b>		<u>710,586</u>	<u>0</u>	<u>0</u>	<u>(260,354)</u>	<u>450,232</u>
<b>Total other current liabilities</b>		<u>890,457</u>	<u>0</u>	<u>619,562</u>	<u>(279,687)</u>	<u>1,230,332</u>

Amounts shown above include GST (where applicable)

A breakdown of contract liabilities and associated movements is provided on the following pages at Note 11 and 12

**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.

11 GRANTS, SUBSIDIES AND CONTRIBUTIONS

	Unspent grant, subsidies and contributions liability					Grants, subsidies and		
	Liability	Increase in	Decrease in	Liability	Current	Adopted	YTD	YTD
	1 July 2025	Liability	Liability	31 Dec 2025	Liability	Budget	Budget	Revenue
	\$	\$	(As revenue)	\$	\$	Revenue	\$	Actual
<b>Grants and subsidies</b>								
Grants Commission - General	0	0	0	0	0	569,291	171,348	171,348
Grants Commission - Roads	0	0	0	0	0	738,676	335,684	335,684
ESL Operating Grant	0	0	0	0	0	83,000	70,244	70,244
ESL Capital Grant	0	0	0	0	0	20,000	0	0
Mitigation Activity Fund 2025/26 Round 1	0	0	0	0	0	152,910	0	76,453
Spray the Grey - Lotterywest	0	0	0	0	0	8,000	8,000	8,000
Spray the Grey - Tronox, Iluka, Imag Resources, Lotterywest	0	0	0	0	0	20,000	0	0
Dept of Infrastructure - Housing Support Program 1	0	0	0	0	0	252,700	239,617	239,617
Community Stewardship Grant - NRM FY24 & FY25 Carryover	154,700	22,100	0	176,800	176,800	176,800	0	0
Community Stewardship Grant - NRM FY26	0	44,625	0	44,625	44,625	89,250	28,334	28,334
Coastal Planning - Shoreline Monitoring	0	0	0	0	0	30,000	0	0
Coastal Planning - Inundation Strategy	0	0	0	0	0	67,000	0	0
CHRMAP Carryover	25,000	0	0	25,000	25,000	25,000	0	0
CHRMAP	0	0	0	0	0	25,000	0	0
Public Library Materials Funding Allocation	0	0	0	0	0	5,000	0	0
MRWA Direct Grant	0	0	0	0	0	375,849	375,849	369,328
Street Light Subsidy	0	0	0	0	0	4,100	0	0
Tronox - Meerlinga Children & Community Inc	0	0	0	0	0	0	0	1,909
	<b>179,700</b>	<b>66,725</b>	<b>0</b>	<b>246,425</b>	<b>246,425</b>	<b>2,642,576</b>	<b>1,229,076</b>	<b>1,300,917</b>
<b>Contributions</b>								
Contributions & Donations	0	0	0	0	0	53,100	11,550	25,000
Reimbursements	0	0	0	0	0	217,285	108,654	41,458
	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>270,385</b>	<b>120,204</b>	<b>66,458</b>
<b>TOTALS</b>	<b>179,700</b>	<b>66,725</b>	<b>0</b>	<b>246,425</b>	<b>246,425</b>	<b>2,912,961</b>	<b>1,349,280</b>	<b>1,367,375</b>

12 CAPITAL GRANTS, SUBSIDIES AND CONTRIBUTIONS

	Capital grant/contribution liabilities				Capital grants, subsidies and			
	Liability 1 July 2025	Increase in Liability	Decrease in Liability (As revenue)	Liability 31 Dec 2025	Current Liability 31 Dec 2025	Adopted Budget Revenue	YTD Budget	YTD Revenue Actual
	\$	\$	\$	\$	\$	\$	\$	\$
<b>Capital grants and subsidies</b>								
Cervantes Changeroom - I50291	0	0	0	0	0	209,979	0	0
Jurine Bay Irrigation Project - I20094	0	(15,500)	0	(15,500)	(15,500)	42,750	0	0
Cataby Road - RRG001FS	0	22,213	(19,333)	2,880	2,880	48,333	2,880	0
Dandaragn Road - RRG002FS	0	40,500	0	40,500	40,500	90,000	4,500	0
Dandaragn Road - RRG002REC	0	499,626	0	499,626	499,626	853,210	0	0
Dandaragn Road - RRG002REC	0	0	0	0	0	886,562	0	0
Gillingarra Road - RCR10FSCO	0	0	0	0	0	70,000	0	0
Gillingarra Road - RCR030REC	0	0	0	0	0	350,000	0	0
JB Airport Small Projects - I30110	0	0	0	0	0	19,400	0	0
Housing Support Program 2 - Infrastructure & Land Servicing - I50308	0	0	0	0	0	2,800,000	0	1,982,499
DFES Fire Vehicle	0	0	0	0	0	0	0	414,177
	<b>0</b>	<b>546,839</b>	<b>(19,333)</b>	<b>527,506</b>	<b>527,506</b>	<b>5,370,234</b>	<b>7,380</b>	<b>2,396,676</b>

**SHIRE OF DANDARAGAN  
SUPPLEMENTARY INFORMATION  
FOR THE PERIOD ENDED 31 DECEMBER 2025**

**13 TRUST FUND**

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

<b>Description</b>	<b>Opening Balance 1 July 2025</b>	<b>Amount Received</b>	<b>Amount Paid</b>	<b>Closing Balance 31 December 2025</b>
	\$	\$	\$	\$
Cash In Lieu POS - L9000 Valencia	201,976	3,159	0	205,135
	<b>201,976</b>	<b>3,159</b>	<b>0</b>	<b>205,135</b>

**SHIRE OF DANDARAGAN  
SUPPLEMENTARY INFORMATION  
FOR THE PERIOD ENDED 31 DECEMBER 2025**

**14 BUDGET AMENDMENTS**

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

Description	Council Resolution	Classification	Non Cash Adjustment	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
			\$	\$	\$	\$
<b>Budget adoption</b>						1,582,989
Grant Funding Budget Amendment - JBC Golf Club	2025/08 9.1.4	Non cash item	23,037			1,582,989
Road Funding Budget Amendment - Rowes Road	2025/11 9.2.1	Capital revenue		1,000,000		2,582,989
Road Funding Budget Amendment - Rowes Road	2025/11 9.2.1	Capital expenses			(1,000,000)	1,582,989
				<b>1,000,000</b>	<b>(1,000,000)</b>	<b>1,582,989</b>



**MONTHLY FINANCIAL REPORT**  
**For the period ended 31 January 2026**

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

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**SHIRE OF DANDARAGAN**  
**STATEMENT OF FINANCIAL ACTIVITY**  
**FOR THE PERIOD ENDED 31 JANUARY 2026**

	Adopted Budget Estimates	YTD Budget Estimates	YTD Actual	Variance* \$	Variance* %	Var.
Note	(a)	(b)	(c)	(c) - (b)	((c) - (b))/(b)	
	\$	\$	\$	\$	%	
<b>OPERATING ACTIVITIES</b>						
<b>Revenue from operating activities</b>						
General rates	6,949,796	6,947,786	<b>6,921,368</b>	(26,418)	(0.38%)	
Rates excluding general rates	1,443,498	1,429,260	<b>1,436,843</b>	7,583	0.53%	
Grants, subsidies and contributions	2,912,961	1,407,460	<b>1,403,970</b>	(3,490)	(0.25%)	
Fees and charges	3,251,315	2,614,909	<b>2,849,351</b>	234,442	8.97%	
Interest revenue	312,321	204,057	<b>225,191</b>	(21,134)	(10.36%)	▲
Other revenue	53,800	31,388	<b>26,006</b>	(5,382)	(17.15%)	
Profit on asset disposals	396,164	0	<b>0</b>	0	0.00%	
	<b>15,319,855</b>	<b>12,634,860</b>	<b>12,862,729</b>	<b>227,869</b>	<b>1.80%</b>	
<b>Expenditure from operating activities</b>						
Employee costs	(6,560,720)	(3,819,594)	<b>(3,112,370)</b>	707,224	18.52%	▲
Materials and contracts	(6,480,488)	(3,592,127)	<b>(3,496,267)</b>	95,860	2.67%	
Utility charges	(494,516)	(247,720)	<b>(247,337)</b>	383	0.15%	
Depreciation	(8,593,056)	(5,012,616)	<b>(5,180,193)</b>	(167,577)	(3.34%)	
Finance costs	(45,687)	(15,997)	<b>(15,840)</b>	157	0.98%	
Insurance	(373,880)	(373,880)	<b>(373,981)</b>	(101)	(0.03%)	
Other expenditure	(755,665)	(440,818)	<b>(433,431)</b>	7,387	1.68%	
	<b>(23,304,012)</b>	<b>(13,502,752)</b>	<b>(12,859,419)</b>	<b>643,333</b>	<b>4.76%</b>	
Non cash amounts excluded from operating activities	2(c) 8,202,825	5,012,616	<b>5,241,924</b>	229,308	4.57%	
<b>Amount attributable to operating activities</b>	<b>218,668</b>	<b>4,144,724</b>	<b>5,245,234</b>	<b>1,100,510</b>	<b>26.55%</b>	
<b>INVESTING ACTIVITIES</b>						
<b>Inflows from investing activities</b>						
Proceeds from capital grants, subsidies and contributions	5,370,234	2,413,209	<b>2,396,676</b>	(16,533)	(0.69%)	
Proceeds from disposal of assets	478,250	0	<b>0</b>	0	0.00%	
Proceeds from financial assets at amortised cost - self supporting loans	0	10,729	<b>10,729</b>	0	0.00%	
	<b>5,848,484</b>	<b>2,423,938</b>	<b>2,407,405</b>	<b>(16,533)</b>	<b>(0.68%)</b>	
<b>Outflows from investing activities</b>						
Acquisition of property, plant and equipment	(3,217,629)	(105,583)	<b>(105,583)</b>	0	0.00%	
Acquisition of infrastructure	(7,914,330)	(2,530,320)	<b>(2,530,320)</b>	0	0.00%	
	<b>(11,131,959)</b>	<b>(2,635,903)</b>	<b>(2,635,903)</b>	<b>0</b>	<b>0.00%</b>	
<b>Amount attributable to investing activities</b>	<b>(5,283,475)</b>	<b>(211,965)</b>	<b>(228,498)</b>	<b>(16,533)</b>	<b>(7.80%)</b>	
<b>FINANCING ACTIVITIES</b>						
<b>Inflows from financing activities</b>						
Leases liabilities recognised	0	0	<b>1,051</b>	1,051	0.00%	
Proceeds from new borrowings	550,000	0	<b>0</b>	0	0.00%	
Transfer from reserves	1,600,000	0	<b>0</b>	0	0.00%	
	<b>2,150,000</b>	<b>0</b>	<b>1,051</b>	<b>1,051</b>	<b>0.00%</b>	
<b>Outflows from financing activities</b>						
Payments for principal portion of lease liabilities	(24,778)	(15,895)	<b>(15,895)</b>	0	0.00%	
Repayment of borrowings	(167,967)	(86,097)	<b>(86,097)</b>	0	0.00%	
Transfer to reserves	(1,121,909)	(32,662)	<b>(32,662)</b>	0	0.00%	
	<b>(1,314,654)</b>	<b>(134,654)</b>	<b>(134,654)</b>	<b>0</b>	<b>0.00%</b>	
<b>Amount attributable to financing activities</b>	<b>835,346</b>	<b>(134,654)</b>	<b>(133,603)</b>	<b>1,051</b>	<b>0.78%</b>	
<b>MOVEMENT IN SURPLUS OR DEFICIT</b>						
<b>Surplus or deficit at the start of the financial year</b>						
Amount attributable to operating activities	2(a) 5,812,450	5,812,450	<b>5,812,450</b>	0	0.00%	
Amount attributable to operating activities	218,668	4,144,724	<b>5,245,234</b>	1,100,510	26.55%	▲
Amount attributable to investing activities	(5,283,475)	(211,965)	<b>(228,498)</b>	(16,533)	(7.80%)	
Amount attributable to financing activities	835,346	(134,654)	<b>(133,603)</b>	1,051	0.78%	
<b>Surplus or deficit after imposition of general rates</b>	<b>1,582,989</b>	<b>9,610,555</b>	<b>10,695,583</b>	<b>1,085,028</b>	<b>11.29%</b>	▲

**KEY INFORMATION**

- ▲ ▼ Indicates a variance between Year to Date (YTD) Budget and YTD Actual data outside the adopted materiality threshold.
  - ▲ Indicates a variance with a positive impact on the financial position.
  - ▼ Indicates a variance with a negative impact on the financial position.
- Refer to Note 3 for an explanation of the reasons for the variance.

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

**SHIRE OF DANDARAGAN**  
**STATEMENT OF FINANCIAL POSITION**  
**FOR THE PERIOD ENDED 31 JANUARY 2026**

	<b>Actual</b>	<b>Actual as at</b>
	<b>30 June 2025</b>	<b>31 January 2026</b>
	\$	\$
<b>CURRENT ASSETS</b>		
Cash and cash equivalents	8,225,779	12,402,517
Trade and other receivables	704,410	2,282,207
Other financial assets	16,444	5,715
Inventories	67,947	74,599
Other assets	908,818	3,136,439
<b>TOTAL CURRENT ASSETS</b>	<b>9,923,398</b>	<b>17,901,477</b>
<b>NON-CURRENT ASSETS</b>		
Trade and other receivables	61,731	0
Other financial assets	101,388	101,387
Property, plant and equipment	43,837,848	43,026,420
Infrastructure	290,079,635	286,654,439
Right-of-use assets	2,912,275	2,738,338
<b>TOTAL NON-CURRENT ASSETS</b>	<b>336,992,877</b>	<b>332,520,584</b>
<b>TOTAL ASSETS</b>	<b>346,916,275</b>	<b>350,422,061</b>
<b>CURRENT LIABILITIES</b>		
Trade and other payables	655,743	1,847,192
Contract liabilities	179,700	246,425
Capital grant/contributions liabilities	0	1,486,624
Other liabilities	171	(905)
Lease liabilities	160,980	145,084
Borrowings	167,967	81,870
Employee related provisions	710,586	381,963
<b>TOTAL CURRENT LIABILITIES</b>	<b>1,875,147</b>	<b>4,188,253</b>
<b>NON-CURRENT LIABILITIES</b>		
Lease liabilities	2,672,592	2,672,593
Borrowings	1,737,121	1,737,121
Employee related provisions	70,125	70,125
<b>TOTAL NON-CURRENT LIABILITIES</b>	<b>4,479,838</b>	<b>4,479,839</b>
<b>TOTAL LIABILITIES</b>	<b>6,354,985</b>	<b>8,668,092</b>
<b>NET ASSETS</b>	<b>340,561,290</b>	<b>341,753,969</b>
<b>EQUITY</b>		
Retained surplus	202,846,984	204,006,999
Reserve accounts	4,373,156	4,405,820
Revaluation surplus	133,341,150	133,341,150
<b>TOTAL EQUITY</b>	<b>340,561,290</b>	<b>341,753,969</b>

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

**SHIRE OF DANDARAGAN**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**FOR THE PERIOD ENDED 31 JANUARY 2026**

**1 BASIS OF PREPARATION AND MATERIAL 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. Supplementary 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.

**PREPARATION TIMING AND REVIEW**

Date prepared: All known transactions up to 08 February 2026

**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.

**MATERIAL ACCOUNTING POLICIES**

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

**Critical accounting estimates and judgements**

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.

As with all estimates, the use of different assumptions could lead to material changes in the amounts reported in the financial report.

The following are estimates and assumptions that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next financial year and further information on their nature and impact can be found in the relevant note:

- Fair value measurement of assets carried at reportable value including:
  - Property, plant and equipment
  - Infrastructure
- Impairment losses of non-financial assets
- Expected credit losses on financial assets
- Measurement of employee benefits
- Estimation uncertainties and judgements made in relation to lease accounting

**SHIRE OF DANDARAGAN**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**FOR THE PERIOD ENDED 31 JANUARY 2026**

**2 NET CURRENT ASSETS INFORMATION**

**(a) Net current assets used in the Statement of Financial Activity**

Note	Adopted Budget Opening 1 July 2025	Actual as at 30 June 2025	Actual as at 31 January 2026
	\$	\$	\$
<b>Current assets</b>			
Cash and cash equivalents	8,226,581	8,225,779	12,402,517
Trade and other receivables	764,227	704,410	2,282,207
Other financial assets	16,444	16,444	5,715
Inventories	67,947	67,947	74,599
Other assets	908,818		3,136,439
	9,984,017	9,014,580	17,901,477
<b>Less: current liabilities</b>			
Trade and other payables	(679,214)	(655,743)	(1,847,192)
Other liabilities	(179,630)	(179,871)	905
Lease liabilities	(25,551)	(25,266)	(145,084)
Borrowings	(167,967)	(167,967)	(81,870)
Employee related provisions	(718,088)	(710,586)	(381,963)
Deferred Lease income		(135,714)	0
	(1,770,450)	(1,875,147)	(2,455,204)
Net current assets	8,213,567	7,139,433	15,446,273
Less: Total adjustments to net current assets	2(b) (3,978,946)	(1,326,983)	(3,987,586)
<b>Closing funding surplus / (deficit)</b>	<b>4,234,621</b>	<b>5,812,450</b>	<b>11,458,687</b>

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

<b>Adjustments to net current assets</b>			
Less: Reserve accounts	(4,373,156)	(4,373,156)	(4,405,818)
Less: Financial assets at amortised cost - self supporting loans	0	(16,444)	(5,715)
Add: Current liabilities not expected to be cleared at the end of the year			
- Current portion of lease liabilities	24,778	25,266	145,084
- Current portion of borrowings	167,967	167,967	81,870
- Deferred Lease Income		2,850,000	
- Current portion of employee benefit provisions held in reserve	201,465	19,384	196,993
<b>Total adjustments to net current assets</b>	<b>2(a) (3,978,946)</b>	<b>(1,326,983)</b>	<b>(3,987,586)</b>

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

	Adopted Budget Estimates 30 June 2026	YTD Budget Estimates 31 January 2026	YTD Actual 31 January 2026
	\$	\$	\$
<b>Adjustments to operating activities</b>			
Less: Profit on asset disposals	(396,164)	0	0
Add: Depreciation	8,593,056	5,012,616	5,180,193
Movement in current employee provisions associated with restricted cash	5,933	0	0
Non-cash movements in non-current assets and liabilities:			
- Pensioner deferred rates			61,731
<b>Total non-cash amounts excluded from operating activities</b>	<b>8,202,825</b>	<b>5,012,616</b>	<b>5,241,924</b>

**CURRENT AND NON-CURRENT CLASSIFICATION**

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

**SHIRE OF DANDARAGAN**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**FOR THE PERIOD ENDED 31 JANUARY 2026**

**3 EXPLANATION OF MATERIAL VARIANCES**

The material variance thresholds are adopted annually by Council as an indicator of whether the actual expenditure or revenue varies from the year to date actual materially.

The material variance adopted by Council for the 2025-26 year is \$10,000 and 10.00% whichever is the greater.

**Description**

**Revenue from operating activities**

**Interest revenue**

Interest on investments higher than budgeted

**Expenditure from operating activities**

**Employee costs**

Staff vacancies have led to lower costs this financial year

**Surplus or deficit after imposition of general rates**

Surplus from underspend on employee costs and increase in statutory income

	<b>Var. \$</b>	<b>Var. %</b>	
	\$	%	
	<b>21,134</b>	<b>10.36%</b>	▲
		Permanent	
	<b>707,224</b>	<b>18.52%</b>	▲
		Permanent	
	<b>1,085,028</b>	<b>11.29%</b>	▲
		Permanent	

**SHIRE OF DANDARAGAN**  
**SUPPLEMENTARY INFORMATION**  
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**BASIS OF PREPARATION - SUPPLEMENTARY INFORMATION**

Supplementary information is presented for information purposes. The information does not comply with the disclosure requirements of the Australian Accounting Standards.

**SHIRE OF DANDARAGAN  
SUPPLEMENTARY INFORMATION  
FOR THE PERIOD ENDED 31 JANUARY 2026**

**1 CASH AND FINANCIAL ASSETS AT AMORTISED COST**

Description	Classification	Unrestricted	Restricted Accounts	Total	Institution	Interest Rate	Maturity Date
		\$	\$	\$			
Municipal Account	Cash and cash equivalents	1,262,187	1,733,049	2,995,236	CBA	3.00%	Ongoing
Municipal Term Deposit	Cash and cash equivalents	5,000,000	0	5,000,000	CBA	4.20%	Apr 2026
Petty Cash	Cash and cash equivalents	1,460	0	1,460	Cash	Nil	On hand
Reserve Account	Cash and cash equivalents	0	905,821	905,821	CBA	3.00%	Ongoing
Reserve Term Deposit	Cash and cash equivalents	0	3,500,000	3,500,000	CBA	4.02%	May 2026
<b>Total</b>		<b>6,263,647</b>	<b>6,138,870</b>	<b>12,402,517</b>			
<b>Comprising</b>							
Cash and cash equivalents		6,263,647	6,138,870	12,402,517			
		<b>6,263,647</b>	<b>6,138,870</b>	<b>12,402,517</b>			

**KEY INFORMATION**

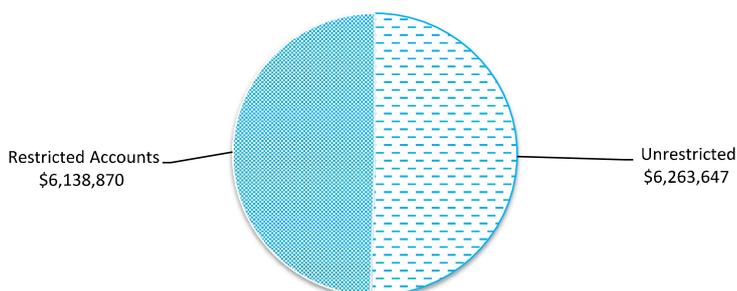
Cash and cash equivalents include cash on hand, cash at bank, deposits available on demand with banks and other short term highly liquid investments with original maturities of three months or less that are readily convertible to known amounts of cash and which are subject to an insignificant risk of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

Bank overdrafts are reported as short term borrowings in current liabilities in the statement of net current assets.

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

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

Financial assets at amortised cost held with registered financial institutions are listed in this note other financial assets at amortised cost are provided in Note 6 - Other assets.



**SHIRE OF DANDARAGAN**  
**SUPPLEMENTARY INFORMATION**  
**FOR THE PERIOD ENDED 31 JANUARY 2026**

**2 RESERVE ACCOUNTS**

Reserve account name	Budget				Actual			
	Opening Balance	Transfers In (+)	Transfers Out (-)	Closing Balance	Opening Balance	Transfers In (+)	Transfers Out (-)	Closing Balance
	\$	\$	\$	\$	\$	\$	\$	\$
<b>Reserve accounts restricted by Council</b>								
Leave reserve	195,532	5,933	0	201,465	195,532	1,461	0	196,993
Plant reserve	454,133	11,811	(200,000)	265,944	454,133	3,389	0	457,522
Building reserve	386,135	30,582	0	416,717	386,135	2,883	0	389,018
Rubbish reserve	297,011	214,295	0	511,306	297,011	2,219	0	299,230
Community Centre reserve	341,938	19,342	0	361,280	341,938	2,554	0	344,492
Television Services Reserve	57,248	1,737	0	58,985	57,248	428	0	57,676
Information Technology Reserve	61,845	1,877	0	63,722	61,845	462	0	62,307
Land Development Reserve	2,644	2,326	0	4,970	2,644	20	0	2,664
Parking Requirements (L1154 SandpiperSt) Res	12,371	375	0	12,746	12,371	92	0	12,463
Parks & Rec. Grounds (Seagate) Reserve	162,763	4,939	0	167,702	162,763	1,215	0	163,978
Sport and Recreation Reserve	93,408	92,059	0	185,467	93,408	698	0	94,106
Landscaping Reserve	2,871	87	0	2,958	2,871	22	0	2,893
Aerodrome Reserve	45,904	18,833	0	64,737	45,904	343	0	46,247
Public Open Space Renewal Reserve	6,705	6,952	0	13,657	6,705	50	0	6,755
Infrastructure Renewal Reserve	757,815	22,993	(700,000)	80,808	757,815	5,660	0	763,475
Public Open Space Construction Reserve	10,179	309	0	10,488	10,179	76	0	10,255
Infrastructure Construction Reserve	158,050	4,796	0	162,846	158,050	1,180	0	159,230
Building Construction Reserve	28,955	50,879	0	79,834	28,955	217	0	29,172
Economic Development Reserve	980,436	621,215	(450,000)	1,151,651	980,436	7,324	0	987,760
Turquoise Way Path Reserve	56,149	1,704	0	57,853	56,149	419	0	56,568
Cash in Lieu of Landscaping-Lot1146 Sandpiper	2,706	82	0	2,788	2,706	20	0	2,726
Cervantes Community Infrastructure Developme	258,358	8,783	(250,000)	17,141	258,358	1,930	0	260,288
	<b>4,373,156</b>	<b>1,121,909</b>	<b>(1,600,000)</b>	<b>3,895,065</b>	<b>4,373,156</b>	<b>32,662</b>	<b>0</b>	<b>4,405,818</b>

### 3 CAPITAL ACQUISITIONS

Capital acquisitions	Adopted		YTD Actual	YTD Variance
	Budget	YTD Budget		
	\$	\$	\$	\$
Buildings	1,825,129	101,933	101,933	0
Furniture and equipment	15,000	3,650	3,650	0
Plant and equipment	1,377,500	0	0	0
<b>Acquisition of property, plant and equipment</b>	<b>3,217,629</b>	<b>105,583</b>	<b>105,583</b>	<b>0</b>
Infrastructure - roads	4,084,177	2,230,533	2,230,533	0
Infrastructure - Footpaths	288,000	0	0	0
Infrastructure - Parks and Reserves	391,500	155,445	155,445	0
Infrastructure - Other	3,150,653	144,342	144,342	0
<b>Acquisition of infrastructure</b>	<b>7,914,330</b>	<b>2,530,320</b>	<b>2,530,320</b>	<b>0</b>
<b>Total capital acquisitions</b>	<b>11,131,959</b>	<b>2,635,903</b>	<b>2,635,903</b>	<b>0</b>
<b>Capital Acquisitions Funded By:</b>				
Capital grants and contributions	5,370,234	2,413,209	2,396,676	(16,533)
Lease liabilities	0	0	1,051	1,051
Borrowings	550,000	0	0	0
Other (disposals & C/Fwd)	478,250	0	0	0
Reserve accounts				
Plant reserve	200,000	200,000	0	(200,000)
Infrastructure Renewal Reserve	700,000	700,000	0	(700,000)
Economic Development Reserve	450,000	450,000	0	(450,000)
Cash in Lieu of Landscaping-Lot1146 Sandpiper St	250,000	250,000	0	(250,000)
Contribution - operations	3,133,475	(1,377,306)	238,176	1,615,482
<b>Capital funding total</b>	<b>11,131,959</b>	<b>2,635,903</b>	<b>2,635,903</b>	<b>0</b>

#### KEY INFORMATION

##### Initial recognition

An item of property, plant and equipment or infrastructure that qualifies for recognition as an asset is measured at its cost.

Upon initial recognition, cost is determined as the amount paid (or other consideration given) to acquire the assets, plus costs incidental to the 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. For assets acquired at zero cost or otherwise significantly less than fair value, cost is determined as fair value at the date of acquisition.

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 *Local Government (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.

Individual assets that are land, buildings and infrastructure acquired between scheduled revaluation dates of the asset class in accordance with the Shire's revaluation policy, are recognised at cost and disclosed as being at reportable value.

##### Measurement after recognition

Plant and equipment including furniture and equipment and right-of-use assets (other than vested improvements) are measured using the cost model as required under *Local Government (Financial Management) Regulation 17A(2)*. Assets held under the cost model are carried at cost less accumulated depreciation and any impairment losses being their reportable value.

##### Reportable Value

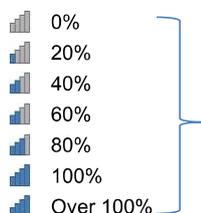
In accordance with *Local Government (Financial Management) Regulation 17A(2)*, the carrying amount of non-financial assets that are land and buildings classified as property, plant and equipment, investment properties, infrastructure or vested improvements that the local government controls.

Reportable value is for the purpose of *Local Government (Financial Management) Regulation 17A(4)* is the fair value of the asset at its last valuation date minus (to the extent applicable) the accumulated depreciation and any accumulated impairment losses in respect of the non-financial asset subsequent to its last valuation date.

3 CAPITAL ACQUISITIONS (CONTINUED) - DETAILED

Capital expenditure total

Level of completion indicators

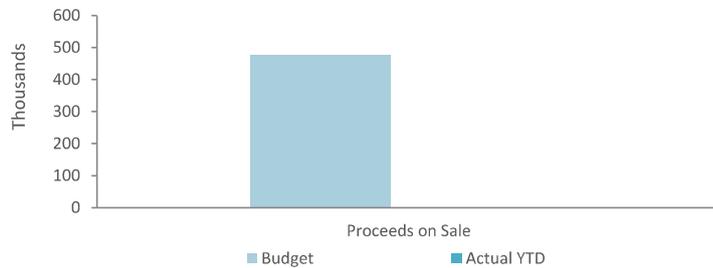


Percentage Year to Date Actual to Annual Budget expenditure where the expenditure over budget highlighted in red.

Account Description	Adopted		YTD Actual	Variance (Under)/Over
	Budget	YTD Budget		
	\$	\$	\$	\$
COALSEAM FOOTPATH - I10071	288,000	288,000	0	288,000
JURIEN IRRIGATION PROJECT - I20094	85,500	85,500	36,100	49,400
CERVANTES OVAL RETIC - I20109	130,000	130,000	111,620	18,380
RONSARD RESERVE CERV - REPLACE BBQ COOKTOP - I20111	4,650	4,650	3,529	1,121
JB CEMETERY GRAVE RETAINMENT - I30084	20,000	20,000	0	20,000
PIONEER PARK DANDARAGAN UPGRADE - I30109	30,000	30,000	0	30,000
JB AIRPORT SMALL PROJECTS - I30110	162,260	162,260	4,600	157,660
MOTORISATION CERVANTES WASTE TIP HOPPER - I30111	30,893	30,893	0	30,893
DOG/CAT POUND FACILITY FY26 - I30112	40,000	40,000	6,378	33,622
SANDY CAPE SOLAR LIGHTING - I30114	7,500	7,500	7,725	(225)
SANDY CAPE NORTH HEAD REMEDIATION - I30115	6,000	6,000	0	6,000
SANDY CAPE REINSTATEMNT OF RAMP TO MAKE LOOKOUT SA - I30116	7,500	7,500	0	7,500
JB DEPOT SHED EXTENSION - I50241	46,000	46,000	41,133	4,867
AGGIES COTTAGE - ANNUAL RENEWAL WORKS - I50246	10,000	10,000	0	10,000
4 PINETREE CIRCUIT - REPLACE PATIO - I50280	35,000	35,000	0	35,000
NEW DEPOT AMENITIES / 2X1 WITH CARETAKERS WING - I50287	400,000	400,000	0	400,000
CERVANTES NICHE WALL CONSTRUCTION - I50290	135,000	135,000	119,382	15,618
CERVANTES COMMUNITY RECREATION CENTRE - NEW ENTRY - I50291	400,000	400,000	0	400,000
JURIEN BAY CBD PLAN - NEW ABLUTION BLOCK - I50295	200,000	200,000	0	200,000
CERVANTES CCRC - CHANGEROOMS - I50296	609,979	609,979	0	609,979
JSRC SOAKWELL - I50304	12,000	12,000	12,980	(980)
JURIEN ADMIN - NEW ALARM, CCTV & LOCKS - I50305	40,000	40,000	29,388	10,612
FAMILY RESOURCE CENTRE - AIRCON FOR MAIN OFFICE - I50307	4,500	4,500	3,109	1,391
HSP2 INFRASTRUCTURE & LAND SERVICING - I50308	2,800,500	2,800,500	7,380	2,793,120
JURIEN CIVIC CENTRE - FLOORING REPLACEMENT - I50310	15,000	15,000	3,650	11,350
JURIEN ADMIN - WINDOW BLINDS - I50311	25,000	25,000	18,396	6,604
CERVANTES REC RES PLAYGROUND - I80002	110,000	110,000	0	110,000
DANDARAGAN BASKETBALL DUNK RING - I80020	15,000	15,000	0	15,000
DAMBADGIE ROAD - MGR011	150,000	150,000	0	150,000
ROWES ROAD RECONSTRUCTION - MRR007REC	530,000	530,000	1,286,765	(756,765)
COCKLESHELL GULLY RECONSTRUCTION - MRR051RECCO	40,000	40,000	0	40,000
GILLINGARA ROAD FINAL SEAL - RCR010FSCO	110,638	110,638	130,414	(19,776)
MUTHERWANDERY ROAD RECONSTRUCTION - RCR030REC	673,725	673,725	404,560	269,165
CATABY ROAD - RRG001FS	72,500	72,500	80,630	(8,130)
DANDARAGAN ROAD - RRG002FS	135,000	135,000	153,760	(18,760)
DANDARAGAN ROAD - RRG002REC	2,372,314	2,372,314	174,404	2,197,910
GRADER - MAINTENANCE - I60014	560,000	560,000	0	560,000
LOADER - CONSTRUCTION - I60041	600,000	600,000	0	600,000
TRUCK - ROAD MAINTENANCE - I60036	130,000	130,000	0	130,000
TOYOTA PRADO DN000 - I60044	80,000	80,000	0	80,000
PRESSURE CLEANER - I60055	7,500	7,500	0	7,500
	<b>11,131,959</b>	<b>11,131,959</b>	<b>2,635,903</b>	<b>8,496,056</b>

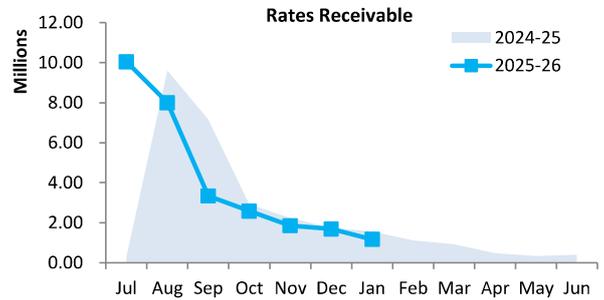
4 DISPOSAL OF ASSETS

Asset Ref.	Asset description	Budget				YTD Actual			
		Net Book Value	Proceeds	Profit	(Loss)	Net Book Value	Proceeds	Profit	(Loss)
		\$	\$	\$	\$	\$	\$	\$	\$
<b>Plant and equipment</b>									
	2016 Cat 12M Motor Grader - DN027	17,867	165,000	147,133	0	0	0	0	0
	Caterpillar 950K Wheel Loader - DN011	19,936	155,000	135,064	0	0	0	0	0
	2015 Hino 500 Series Tip Truck - DN006	2,127	70,000	67,873	0	0	0	0	0
	2023 Prado GXL	27,248	60,000	32,752	0	0	0	0	0
	Pressure Cleaner	0	250	250	0	0	0	0	0
	2017 Ford Everest SUV 4WD - DN004	10,383	20,000	9,617	0	0	0	0	0
	2017 Mazda CX5 Wgn - DN032	4,525	8,000	3,475	0	0	0	0	0
		<b>82,086</b>	<b>478,250</b>	<b>396,164</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>



5 RECEIVABLES

Rates receivable	30 June 2025	31 Jan 2026
	\$	\$
Opening arrears previous year	406,824	342,324
Levied this year	7,982,889	8,358,211
Fees and charges levied through rates	1,389,542	1,457,213
Less - collections to date	(9,436,931)	(8,987,503)
<b>Net rates collectable</b>	<b>342,324</b>	<b>1,170,245</b>
% Collected	96.5%	88.5%



Receivables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Receivables - general	0	1,024,428	7,745	18,174	63,042	1,113,389
Percentage	0.0%	92.0%	0.7%	1.6%	5.7%	
<b>Balance per trial balance</b>						
Trade and other receivables						1,113,389
Allowance for credit losses of trade receivables						(1,427)
<b>Total receivables general outstanding</b>						<b>1,111,962</b>

Amounts shown above include GST (where applicable)

KEY INFORMATION

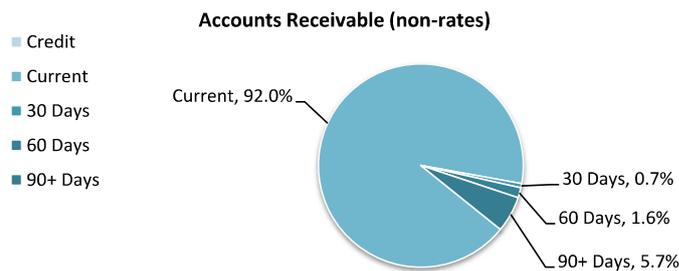
Trade and other receivables include amounts due from ratepayers for unpaid rates and service charges and other amounts due from third parties for goods sold and services performed in the ordinary course of business.

Trade receivables are recognised at original invoice amount less any allowances for uncollectable amounts (i.e. impairment). The carrying amount of net trade receivables is equivalent to fair value as it is due for settlement within 30 days.

Classification and subsequent measurement

Receivables which are generally due for settlement within 30 days except rates receivables which are expected to be collected within 12 months are classified as current assets. All other receivables such as, deferred pensioner rates receivable after the end of the reporting period are classified as non-current assets.

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



6 OTHER CURRENT ASSETS

Other current assets	Opening Balance 1 July 2025	Asset Increase	Asset Reduction	Closing Balance 31 January 2021
	\$	\$	\$	\$
<b>Other financial assets at amortised cost</b>				
Financial assets at amortised cost - self supporting loans	16,444	0	(10,729)	5,715
<b>Inventory</b>				
Stock on Hand - Fuel	67,947	174,537	(167,885)	74,599
<b>Other assets</b>				
Work in Progress	908,818	3,201,868	(974,247)	3,136,439
<b>Total other current assets</b>	<b>993,209</b>	<b>3,376,405</b>	<b>(1,152,861)</b>	<b>3,216,753</b>

Amounts shown above include GST (where applicable)

**KEY INFORMATION**

**Other financial assets at amortised cost**

The Shire 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.

**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.

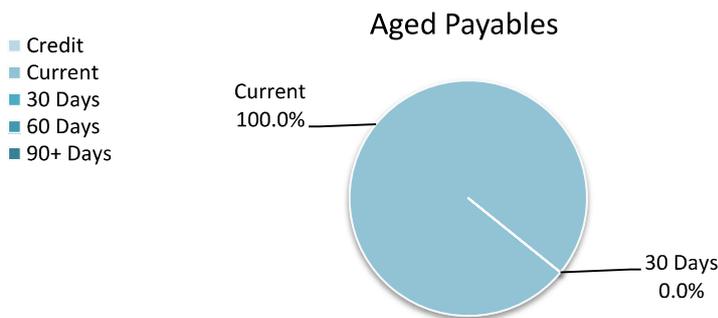
7 PAYABLES

Payables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Payables - general	0	383,483	0	0	0	383,483
Percentage	0.0%	100.0%	0.0%	0.0%	0.0%	
<b>Balance per trial balance</b>						
Sundry creditors						383,483
ATO liabilities						1,169,806
Bonds and deposits held						293,903
<b>Total payables general outstanding</b>						<b>1,847,192</b>

Amounts shown above include GST (where applicable)

KEY INFORMATION

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



## 8 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
		\$	\$	\$	\$	\$	\$	\$	\$	\$
Dandaragan Residential House - GROH	136	430,807	0	0	(31,404)	(63,087)	399,403	367,720	(3,840)	(7,399)
Jurien Bay Foreshore Redevelopment	137	1,288,475	0	0	(31,754)	(63,907)	1,256,721	1,224,568	(10,608)	(31,955)
Jurien Bay Depot Building	138	167,499	0	0	(12,210)	(24,529)	155,289	142,970	343	(2,877)
Cervantes Rec. Centre	New	0	0	550,000	0	0	0	550,000	0	0
		1,886,781	0	550,000	(75,368)	(151,523)	1,811,413	2,285,258	(14,105)	(42,231)
<b>Self supporting loans</b>										
Jurien Bay Progress Association - Shed		7,681	0	0	(3,817)	(7,681)	3,864	0	(16)	(144)
Jurien Bay Mens Shed - Shed		5,553	0	0	(1,839)	(3,690)	3,714	1,863	(32)	(61)
Badgingarra Bowling Club - Synthetic Surface		5,073	0	0	(5,073)	(5,073)	0	0	(5)	(16)
		18,307	0	0	(10,729)	(16,444)	7,578	1,863	(53)	(221)
<b>Total</b>		<b>1,905,088</b>	<b>0</b>	<b>550,000</b>	<b>(86,097)</b>	<b>(167,967)</b>	<b>1,818,991</b>	<b>2,287,121</b>	<b>(14,158)</b>	<b>(42,452)</b>
Current borrowings		167,967					81,870			
Non-current borrowings		1,737,121					1,737,121			
		<b>1,905,088</b>					<b>1,818,991</b>			

All debenture repayments were financed by general purpose revenue.  
Self supporting loans are financed by repayments from third parties.

### New borrowings 2025-26

Particulars	Amount Borrowed		Institution	Loan Type	Term Years	Total Interest & Charges	Interest Rate	Amount (Used)		Balance Unspent
	Actual	Budget						Actual	Budget	
	\$	\$				%	\$	\$	\$	
Cervantes Rec. Centre	0	550,000	WATC	Fixed	TBD	0	TBD	0	(550,000)	0

### KEY INFORMATION

The Shire has elected to recognise borrowing costs as an expense when incurred regardless of how the borrowings are applied.

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.

9 LEASE LIABILITIES

Movement in carrying amounts

Information on leases Particulars	Lease No.	1 July 2025	New Leases		Principal Repayments		Principal Outstanding		Interest Repayments	
			Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget
		\$	\$	\$	\$	\$	\$	\$	\$	
Photocopier Lease	Ricoh	29,388	0	0	(8,419)	(9,085)	20,969	20,303	(753)	(1,462)
Water Filter Lease	Waterlogic	32,300	1,051	0	(7,476)	(15,693)	25,875	16,607	(929)	(1,773)
Deferred Lease Income*		2,770,832	0	0	0	0	2,770,832	2,770,832	0	0
<b>Total</b>		<b>2,832,520</b>	<b>1,051</b>	<b>0</b>	<b>(15,895)</b>	<b>(24,778)</b>	<b>2,817,676</b>	<b>2,807,742</b>	<b>(1,682)</b>	<b>(3,235)</b>
Current lease liabilities		160,980					145,084			
Non-current lease liabilities		2,671,540					2,672,593			
		<b>2,832,520</b>					<b>2,817,676</b>			

All lease repayments were financed by general purpose revenue.

KEY INFORMATION

At inception of a contract, the Shire assesses if the contract contains or is a lease. A contract is or contains a lease, if the contract conveys the right to control the use of an identified asset for a period of time in exchange for consideration. At the commencement date, a right of use asset is recognised at cost and lease liability at the present value of the lease payments that are not paid at that date. The lease payments are discounted using that date. The lease payments are discounted using the interest rate implicit in the lease, if that rate can be readily determined. If that rate cannot be readily determined, the Shire uses its incremental borrowing rate.

All contracts classified as short-term leases (i.e. a lease with a remaining term of 12 months or less) and leases of low value assets are recognised as an operating expense on a straight-line basis over the term of the lease.

\*Deferred Lease Income relates to the non-cash accounting treatment adopted by the Shire, as lessor, in respect of Lot 1223 on Deposited Plan 219774, comprising land on which the Retired Services League (RSL) Jurien Bay Sub-branch has erected and fully funded a building. A lease has been granted for a fixed, non-cancellable term of 21 years, being the maximum lease term the Shire is permitted to grant under its policy framework. The non-cash accounting treatment reflects the recognition of the building as a Shire asset, with the corresponding benefit received by the lessee recognised as Deferred Lease Income and amortised over the lease term. The lease is subject to renewal upon expiry; however, renewal is not assumed for accounting purposes unless and until the option is exercised.

10 OTHER CURRENT LIABILITIES

	Note	Opening Balance 1 July 2025 \$	Liability transferred from/(to) non current \$	Liability Increase \$	Liability Reduction \$	Closing Balance 31 January 2026 \$
<b>Other current liabilities</b>						
<b>Other liabilities</b>						
Contract liabilities		179,700	0	66,725	0	246,425
Capital grant/contributions liabilities		0	0	1,505,957	(19,333)	1,486,624
Suspense payments		171	0	77,087	(78,163)	(905)
<b>Total other liabilities</b>		<b>179,871</b>	<b>0</b>	<b>1,649,769</b>	<b>(97,496)</b>	<b>1,732,144</b>
<b>Employee Related Provisions</b>						
Provision for annual leave		339,046	0	0	(278,966)	60,080
Provision for long service leave		371,540	0	0	(49,657)	321,883
<b>Total Provisions</b>		<b>710,586</b>	<b>0</b>	<b>0</b>	<b>(328,623)</b>	<b>381,963</b>
<b>Total other current liabilities</b>		<b>890,457</b>	<b>0</b>	<b>1,649,769</b>	<b>(426,119)</b>	<b>2,114,107</b>

Amounts shown above include GST (where applicable)

A breakdown of contract liabilities and associated movements is provided on the following pages at Note 11 and 12

**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.

11 GRANTS, SUBSIDIES AND CONTRIBUTIONS

	Unspent grant, subsidies and contributions liability					Grants, subsidies and		
	Liability	Increase in	Decrease in	Liability	Current	Adopted	YTD	YTD
	1 July 2025	Liability	Liability	31 Jan 2026	Liability	Budget	Budget	Revenue
	\$	\$	(As revenue)	\$	\$	Revenue	\$	Actual
<b>Grants and subsidies</b>								
Grants Commission - General	0	0	0	0	0	569,291	171,348	171,348
Grants Commission - Roads	0	0	0	0	0	738,676	335,684	335,684
ESL Operating Grant	0	0	0	0	0	83,000	93,784	93,784
ESL Capital Grant	0	0	0	0	0	20,000	0	0
Mitigation Activity Fund 2025/26 Round 1	0	0	0	0	0	152,910	76,453	76,453
Spray the Grey - Lotterywest	0	0	0	0	0	8,000	8,000	8,000
Spray the Grey - Tronox, Iluka, Imag Resources, Lotterywest	0	0	0	0	0	20,000	0	0
Dept of Infrastructure - Housing Support Program 1	0	0	0	0	0	252,700	239,617	239,617
Community Stewardship Grant - NRM FY24 & FY25 Carryover	154,700	22,100	0	176,800	176,800	176,800	0	0
Community Stewardship Grant - NRM FY26	0	44,625	0	44,625	44,625	89,250	28,334	28,334
Coastal Planning - Shoreline Monitoring	0	0	0	0	0	30,000	0	0
Coastal Planning - Inundation Strategy	0	0	0	0	0	67,000	0	0
CHRMAP Carryover	25,000	0	0	25,000	25,000	25,000	0	0
CHRMAP	0	0	0	0	0	25,000	0	0
Public Library Materials Funding Allocation	0	0	0	0	0	5,000	0	0
MRWA Direct Grant	0	0	0	0	0	375,849	375,849	369,328
Street Light Subsidy	0	0	0	0	0	4,100	0	0
Tronox - Meerlinga Children & Community Inc	0	0	0	0	0	0	0	1,909
	<b>179,700</b>	<b>66,725</b>	<b>0</b>	<b>246,425</b>	<b>246,425</b>	<b>2,642,576</b>	<b>1,329,069</b>	<b>1,324,457</b>
<b>Contributions</b>								
Contributions & Donations	0	0	0	0	0	53,100	13,475	25,000
Reimbursements	0	0	0	0	0	217,285	126,763	54,512
	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>270,385</b>	<b>140,238</b>	<b>79,512</b>
<b>TOTALS</b>	<b>179,700</b>	<b>66,725</b>	<b>0</b>	<b>246,425</b>	<b>246,425</b>	<b>2,912,961</b>	<b>1,469,307</b>	<b>1,403,969</b>

12 CAPITAL GRANTS, SUBSIDIES AND CONTRIBUTIONS

	Capital grant/contribution liabilities					Capital grants, subsidies and		
	Liability 1 July 2025	Increase in Liability	Decrease in Liability (As revenue)	Liability 31 Jan 2026	Current Liability 31 Jan 2026	Adopted Budget Revenue	YTD Budget	YTD Revenue Actual
	\$	\$	\$	\$	\$	\$	\$	\$
<b>Capital grants and subsidies</b>								
Cervantes Changeroom - I50291	0	0	0	0	0	209,979	0	0
Jurine Bay Irrigation Project - I20094	0	(15,500)	0	(15,500)	(15,500)	42,750	0	0
Cataby Road - RRG001FS	0	40,106	(19,333)	20,773	20,773	48,333	2,880	0
Dandaragn Road - RRG002FS	0	40,500	0	40,500	40,500	90,000	4,500	0
Dandaragn Road - RRG002REC	0	640,851	0	640,851	640,851	853,210	0	0
Dandaragn Road - RRG002REC	0	0	0	0	0	886,562	0	0
Gillingarra Road - RCR10FSCO	0	0	0	0	0	70,000	0	0
Gillingarra Road - RCR030REC	0	0	0	0	0	350,000	0	0
JB Airport Small Projects - I30110	0	0	0	0	0	19,400	0	0
Housing Support Program 2 - Infrastructure & Land Servicing - I50308	0	0	0	0	0	2,800,000	0	1,982,499
DFES Fire Vehicle	0	0	0	0	0	0	0	414,177
Rowes Road	0	800,000	0	800,000	800,000	0	0	0
	<b>0</b>	<b>1,505,957</b>	<b>(19,333)</b>	<b>1,486,624</b>	<b>1,486,624</b>	<b>5,370,234</b>	<b>7,380</b>	<b>2,396,676</b>

**SHIRE OF DANDARAGAN  
SUPPLEMENTARY INFORMATION  
FOR THE PERIOD ENDED 31 JANUARY 2026**

**13 TRUST FUND**

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

<b>Description</b>	<b>Opening Balance 1 July 2025</b>	<b>Amount Received</b>	<b>Amount Paid</b>	<b>Closing Balance 31 January 2026</b>
	\$	\$	\$	\$
Cash In Lieu POS - L9000 Valencia	201,976	3,159	0	205,135
	<b>201,976</b>	<b>3,159</b>	<b>0</b>	<b>205,135</b>

**SHIRE OF DANDARAGAN  
SUPPLEMENTARY INFORMATION  
FOR THE PERIOD ENDED 31 JANUARY 2026**

**14 BUDGET AMENDMENTS**

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

Description	Council Resolution	Classification	Non Cash Adjustment	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
			\$	\$	\$	\$
<b>Budget adoption</b>						1,582,989
Grant Funding Budget Amendment - JBC Golf Club	2025/08 9.1.4	Non cash item	23,037			1,582,989
Road Funding Budget Amendment - Rowes Road	2025/11 9.2.1	Capital revenue		1,000,000		2,582,989
Road Funding Budget Amendment - Rowes Road	2025/11 9.2.1	Capital expenses			(1,000,000)	1,582,989
				<b>1,000,000</b>	<b>(1,000,000)</b>	<b>1,582,989</b>

## 5.4 C-5PMMCC04 – Provision, Management and Maintenance of Community Centres

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### **PART A - Policy**

#### **Objective**

The objective of this Policy is

- (i) to provide a framework and guidance for the provision, management and maintenance of Community Centres within the Shire of Dandaragan (Shire); and
- (ii) to brief and bring to the attention of each Community Centre Management Committee, the tasks, responsibilities and considerations associated with the management of a community facility.

#### **Policy Statement**

The Council and Shire recognise the benefits and important function that excellent community facilities play in providing a hub for the social wellbeing of the community and their activities.

To meet these objectives the Council and Shire are committed to providing well-resourced and managed community centres in the major centres of the district, including:

- (i) furniture and equipment; and
- (ii) kitchens in accordance with the established criteria.

#### **Provision and Operator of Community Centres**

The Shire has provided four community centres:

- (i) Badgingarra Community Centre - operated by the Badgingarra Community Association.
- (ii) Cervantes Community Recreation Centre - operated by Cervantes Community Recreation Centre.
- (iii) Dandaragan Community Centre - operated by the Dandaragan Community Centre Management Committee.
- (iv) Jurien Sport and Recreation Centre - operated by the Jurien Bay Sport and Recreation Centre Management Committee.

#### **Management**

In 2006, Council adopted an Information Resource Manual for the benefit of the Community Centre Management Committees and Council.

The Information Resource Manual will be reviewed and updated periodically with supplementary information following discussions between the Community Centre Management Committees and Council representatives. All Community Centre Management Committees and Councillors shall receive a copy of the Information Resource Manual

#### **Funding**

It is intended that the any Shire funded upgrades will be financed by the Shire's annual budgetary allocations, community centre reserve or building reserve.

The management committee will be responsible for the cost of additional works over and above the Shire committed program.

The committee's administration costs can be funded in any way the committee chooses except for the Shire of Dandaragan and Tronox Sporting and Recreation Facilities Fund or community budget submissions process [See policy C-5SRF01 – Sport and Recreation Funding].

## **PART B - Management Procedures**

### **Definitions**

Nil.

### **Detail**

#### **1. Management**

Management refers to the 'Information Resource Manual for Community Centre Management Committees and Council' which outlines the agreed responsibilities for the buildings, facilities and furniture and equipment.

##### **1.1 Furniture and Equipment**

Furniture and equipment provided in the Badgingarra Community Centre, Dandaragan Community Centre, Cervantes Community Recreation Centre, Jurien Bay Sport and Recreation Centre and the Jurien Bay Hall may be used in any other Council building with approval of the Building's Management Committee and provided suitable arrangements are made to safely transport the furniture and equipment.

The furniture and equipment provided by Council shall not be lent or hired to any individual or organisation for use outside of a Council owned building

##### **1.2 Kitchens**

The Shire recognises that the kitchens located in these four buildings are provided to service community uses and whilst they should be functional, safe and hygienic, they are not intended to be supplied for commercial use.

(i) **Minimum Standard**

Standard 3.2.3 of the Australian New Zealand Food Standards Code outlines the minimum standard for food premises. The Code requires that a food premises must be:

- (a) appropriate for use;
- (b) constructed to be easily and effectively cleaned;
- (c) an adequate size for the expected activities (the kitchen floor area is recommended to be at least 25% of the associated dining floor area);
- (d) effectively ventilated;
- (e) connected to an approved method of sewage disposal and to potable water;
- (f) supplied with hand wash basins; and
- (g) provided with food contact surfaces and fittings that;
  - are not likely to cause contamination;
  - don't absorb grease and food particles; and
  - are made of material that doesn't contaminate food.

The Shire will provide a minimum standard kitchen to all of the community centres consisting of:

- (a) two ovens of adequate size (catering style ovens, not commercial ovens, is preferred);

- (b) one four burner hot plate of adequate size (preferably with hot plates set apart to accommodate large pots);
- (c) one range hood of adequate size;
- (d) one glass front fridge and one freezer OR two fridge / freezers of adequate size;
- (e) one double bowl sink;
- (f) one hand basin;
- (g) benches / cupboards, constructed of smooth and impervious material, which span the internal walls of the kitchen only i.e. not island benches;
- (h) wall tiling to ensure a minimum splashback behind food preparation surfaces, cooking areas and wash up areas;
- (i) suitable floor surfaces;
- (j) all necessary plumbing including a retractable shower faucet to the food preparation sink;
- (k) all necessary electrical installations including, subject to appropriate power capacity, a 15 amp power outlet to accommodate a bain-marie and lighting; and
- (l) where existing island bench surfaces are deemed to be replaceable, then Shire will carry out the work. If a new island bench is required, then the management committee is responsible for this

*Note: 'adequate size' referred to above shall be determined by the Shire's manager responsible for Building Services.*

All additional fittings and appliances such as pie warmers, microwaves, cool rooms, additional ovens and fridges etc will be the responsibility of the management committee.

It is not assumed that the Shire will replace like with like i.e. if a stainless steel bench is currently supplied the replacement may not necessarily be stainless steel.

(ii) Responsibilities

(a) Shire of Dandaragan's responsibility:

- (1) hot water system replacement;
- (2) standard stove (supplied by the Shire) replacement;
- (3) vinyl floor coverings replacement due to normal wear and tear; and
- (4) floor tiles repair or replacement.

(b) Community Centre Committee responsibility:

- (1) hot water system repairs;
- (2) refrigerators (not supplied by the Shire);
- (3) ovens which were originally supplied by the committee;
- (4) coolroom repairs and replacement (as these are profit making ventures for the committees);
- (5) dishwasher repairs and replacement;
- (6) hot plate repairs and replacement (if supplied by committee); and
- (7) new island benches.

(iii) Procedure

- (a) Eighteen months prior to the beginning of the financial year, in which the kitchen upgrade is scheduled, the *Shire's manager responsible for Building Services* will inspect the kitchen and compile a schedule of works including an estimate of costs to refurbish the kitchen to the agreed minimum standard.
- (b) The schedule of works, estimate of costs and a floor plan will be submitted to Council for endorsement.
- (c) The schedule of works, once endorsed by Council, will be communicated to the relevant management committee with the understanding that any recommended changes, by the committee, will be borne by the committee.
- (d) Should the management committee request additional works above that outlined within the building condition and improvement report, then they are required to provide Council with the details of the proposed works, an estimate of overall costs and the funding source prior to April of the financial year preceding the year the works are scheduled for.

This procedure has been structured to allow the necessary timeframe for applications to external funding sources i.e. CSRFF and Lotterywest should the committee wish to utilise these as their contribution.

<b>Policy Number</b>	5.4 – C-5PMMCC04
<b>Adopted by Council</b>	23 May 2019
<b>Amended</b>	23 June 2022

# SHIRE OF DANDARAGAN



## MANAGEMENT COMMITTEES

## INFORMATION RESOURCE MANUAL

2014

# **SHIRE OF DANDARAGAN**

## **AIMS & OBJECTIVES**

In May 1993 Council compiled this Information Resource Manual for the benefit of the Management Committees and Council representatives alike.

The aim of the manual is to brief and bring to the attention of each incoming Management Committee the tasks, responsibilities and considerations associated with the management of a community facility.

It is hoped, as Committee representative's change at their Annual General Meeting, this information manual will be passed on as a helpful guide to the new Committee Members.

It is proposed that this manual will be reviewed and updated periodically with supplementary information when Management Committee representatives and Council meet to discuss common issues. (The manual was last reviewed on 24 June 2014 prior to the Jurien Sport and Recreation Centre Management Committee Meeting held in Jurien Bay on 25 June 2014.)

If your Committee has any queries or concerns, please do not hesitate to contact the Shire's Community Development Officer – Kelly Shipway, by telephoning (08) 9652 0800 or emailing [cdo@dandaragan.wa.go.au](mailto:cdo@dandaragan.wa.go.au).

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## 1. LEGAL RESPONSIBILITIES

### 1.1 Insurance:

According to the licensing agreement, the Management Committee is responsible for the provision of Public Risk and Indemnity Insurance (*See section 5.1 (i) of Licence*). It is recommended that this cover be for an indemnity limit of \$10 million.

This cover should include Property Insurance i.e. fire, extraneous perils and burglary on the building, based on the value provided for insurance. Contents should also be covered where they are purchased for the enhancement of the building and are the sole property of the Management Committee.

As the Committees are not Council controlled Committees, they are not covered under Council's Public Liability Insurance Policy. Council is unable to take out Public Liability Insurance on behalf of the Management Committees as Council cannot be responsible for another organisations liability.

Public Liability does not cover people who casually utilise the Recreation Centres.

The Community Centre Management Committees must ensure they hold an adequate Casual Hirer's insurance policy at all times. Committees should seek independent advice as to what constitutes a casual hirer and the level of coverage available.

Organisations or people who utilise the Recreation Centre on a regular basis (not deemed casual) are required to have their own public liability cover. Committees should seek a copy of the users Certificate of Currency for their public liability insurance prior to hiring the venue.

It is also recommended that the Committee take out Volunteer Worker cover, which is like workers compensation

cover for volunteers. This would cover the Committee members and other volunteer workers against accidents where negligence is not involved.

Likewise additional “Activity Risk Cover” is also recommended to cover participants. User groups with instructors or coaches should be encouraged to have their own “Professional Indemnity Cover” for such persons – this is not a Management Committee responsibility.

As suing becomes more prevalent, it becomes increasingly important for Management Committees to heavily insure all aspects of their operations. However, such cover is expensive. Insurance charges should therefore be built into fees and charges of the various user groups. User groups storing equipment with the Recreation Centre should be asked to contribute to the Property Insurance if they wish their equipment to be covered.

If the Management Committees employs workers, they must have a “Workers Compensation Policy” to cover them in the advent of a work related accident or injury.

Some insuring hints:

- Local Government Insurance Services is the unifying name for the dedicated insurance services managed by Jardine Lloyd Thompson Pty Ltd. Local Community Insurance Services (LCIS) is focused on meeting the insurance needs of Community Groups.

Community groups, committees, associations, special interest groups, general sporting groups, markets and community based businesses are invited to access insurance information from a specialist insurance provider focusing on Community Groups, Sporting Clubs and not-for profit groups.

If you would like to make enquiries with Local Community Insurance Services (LCIS) about insurance for your community group or are unable to obtain a quote through the online system you may wish to call by phone 1300 853 800 or fax 08 8235 6448.

- Keep an up to date asset register of all contents within the centre. Forward a copy of this register onto your broker.

- If an accident occurs, have an accident claim form completed before the injured party leaves the building.

***PLEASE KEEP COUNCIL UP DATED ON THE TYPES AND INDEMNITY LIMIT OF ALL INSURANCE POLICIES.***

*(See Appendix 1 for a summary and answers to frequently asked questions with insurance coverage.)*

## **INSURANCE – WHAT SHOULD YOU LOOK FOR?**

Many Clubs leave insurance to the Cubs Secretary and often it is a case of buying the cheapest cover around. Unfortunately, not all insurance covers for sporting risks are the same. It is important that when comparing prices you also compare what cover you are given and who can benefit.

### **1. Public Liability Insurance (P.L.)**

This provides the Club and its members with indemnity against its legal liability to pay damages for accidental injury and accidental damage to property. P.L. provides protection from claims where the Club or one of its members has been negligent and their act or omission has caused an injury to a member of the public. P.L. will not usually cover members whose negligence causes an injury to another member or sporting participant. The insurance policy must specifically say this extra cover is provided. P.L. policies can be extended to cover any goods sold or supplied by the Club to the public. Extra premium will be paid for member-member and participant-participant cover.

#### Questions to Ask:

- What is the level of cover? Is it realistic? Does the P.L. Policy have cover for member-to-member?
- Does the P.L. Policy have cover for participant-to participant?
- Does it have cover for goods sold?
- Does it cover volunteer workers?
- Who exactly is protected by this policy? The club, directors, members?
- Is it a reputable Australian insurer?
- What level of service does the insurer provide?

## **2. Professional Indemnity Insurance (P.I.)**

A person who gives professional advice or instruction can be sued for negligent acts, advice, instructions or omissions. The person will usually be judged according to the standards of their peers with the same type of expertise. The individual bringing the claim will often be a sporting participant injured through incorrect training or who suffers a loss because of negligent advice. It can extend to advice given on the purchase of specific insurance cover.

### Questions to ask:

- What is the level of P.I. cover? Is it a “claims made” policy and if so, what is the date for retrospective cover?
- Is it with a reputable Australian insurer?

## **3. Workers Compensation (W.C.C.)**

If your Club employs someone even on a casual basis, you are required to have W.C.C. cover. This covers the expenses such as loss of wages and medical bills if the person is injured at work. Professional sports people can be subject to W.C.C. laws which vary from State to State. Volunteer workers are not employees and need to be covered under a policy for volunteer workers.

### Questions to ask:

- Is this sport covered by State W.C.C. laws?
- How is the W.C.C. premium calculated? Premiums may be calculated by year, match or event e.g. NSW jockeys are levied by mount, boxers by bout and footballers by the game.

## **4. Legal Expense Insurance (LEI)**

This provides for payment of legal costs when members are sued for civil claims or prosecuted criminally for their sporting activity. Traditional insurance policies only cover acts and omissions, which are negligent. Torts of assault and criminal

prosecution cover are excluded from standard P.L., P.I. and W.C.C. policies. Criminal prosecutions are brought against individuals and can be for behaviour which the sporting code believes is unacceptable.

Questions to ask:

- Does the policy include a 24 hour legal advisory service?
- Does the policy have a preventative law component?
- What does the policy cover?
- Can the policy be extended to include occupational health & safety prosecutions?

Who can see the Insurance policy?

If Club, Association or individual members contribute to an insurance policy then you have the right to see the policy.

S.74 of the Insurance Contracts Act says that if an insured writes and requests a copy of the policy, the insurer must provide a written statement setting out all the provisions. There is a penalty of \$5,000 for failure to do this.

What happens when the Association arranges the Insurance?

Some State and national sporting groups have made insurance cover a compulsory part of their membership fee. This can have serious implications for the individuals and the Association if they receive money for selling the insurance. The sale of insurance is controlled by the Insurance Contracts Act and the Insurance (Agents and Brokers) Act.

The Insurance Contracts Act says that an “insurance Intermediary” is a person who arranges contracts of insurance:

- (i) for reward, and
- (ii) as an agent for insurers or intending insurers.

This definition can include an insurance broker but most importantly it also includes sporting associations or clubs who receive a collection fee or commission from their members and/or the insurance company when they organize insurance cover for their members. Some clubs and associations are sub-agents for insurance companies. Others are clearly negotiating insurance for their members.

What does this mean?

If you are deemed to be an agent for your members when arranging their sporting insurance, then you will be responsible for:

- (a) obtaining the best rates, terms and conditions,
- (b) organising insurance suitable to your members needs.

If your Club/Association receives substantial commissions or earnings from arranging insurance, then it may be that it will be judged as an insurance broker. If you are an insurance agent or intermediary, you are an agent of the insurance company. Either way you must be careful to ensure that your members are kept informed of the fees or commission or funds levied against them when their insurance is arranged. Most important, great care should be taken when recommending or making cover compulsory. By doing this you can be held responsible for any loss suffered by members who are prosecuted, sued or injured if the insurance cover provided was not adequate or appropriate. Members can say they were not informed of all their choices or they were misled into not taking out their own insurance because they thought they were already insured against the risk.

*INSURANCE – WHAT SHOULD YOU LOOK FOR? The preceding information is an extract of an article from Sport & the Law News.*

## **1.2 Rates and Charges**

Management Committees are required to pay all non-council rates and charges, i.e. gas, power, telephone, etc. It is the responsibility of the Management Committee to seek an exemption from bank charges, if so desired.

## **1.3 Taxation**

### **GST**

New taxation laws in relation to GST apply from July 2000. The Management Committees are responsible for this component of cost where applicable.

As a general rule repairs and maintenance to the building

would include a cost component of GST. This is claimable back through the Business Activity Statement (BAS) provided you are registered for GST.

Different rules apply to food, water etc but generally this is exempt from GST.

The Management Committee should seek advice from the Australian Taxation Office for specific issues as these taxation laws for GST are complicated.

For taxation exemption, Management Committees can no longer use the Council's tax exemption number. Management Committees must now apply for their own exemption number. This application should be in letter form and include:

- List of the Committee's activities.
- Financial statement for the past 2 years.
- Copy of Constitution and Incorporation documents.

#### **1.4 Use of Labour**

There are 5 main ways in which workers can be employed. These being:

##### **1. Full-Time**

A Full time Officer shall mean an Officer who is engaged to work the standard ordinary hours of an authority in accordance with clause 19 – Hours (Local Government Officer's Award, 1999)

##### **2. Part-time/Job Sharing**

A Part-time Officer means an Officer who works regularly for less than the standard ordinary hours in any week. An Officer so employed shall receive payment for Salary, Annual Leave, Sick Leave and Leave Loading on a pro-rata basis in the same proportion as the number of hours worked each week.

##### **3. Casual**

A Casual Officer shall be paid on an hourly rate

determined by adding a loading of 20% to the ordinary hourly rate. The Officer will not be paid Annual Leave, Sick Leave, Public Holidays, Leave Loading etc. Officers shall not be engaged in excess of 36 weeks per year.

4. Temporary

A Temporary Appointment shall mean an Officer employed for a specific project or program which the employer indicates at the time of engagement may not be ongoing or an Officer appointed to a position which the employer has reason to believe has a duration of less than twelve months. The salary to be paid to an Officer employed on a temporary appointment shall be the appropriate award rate.

5. Contracts

Fixed Term Contracts shall apply to an Officer who is engaged for a specific project for a specific period. A fixed term contract may have a renewable clause that can be agreed between the parties.

For any further clarification of employment refer to the Local Government Officer's Award, 1999. There are many other awards covering various occupations.

The Management Committee is legally the employer of your organisation's workers.

Staff are the most valuable and important resource in an Organisation and it is therefore very important that Management Committee Members know how to employ good workers and understand their employment responsibilities.

Briefly these include:

- Providing Work Conditions

In accordance with various awards and Acts of Parliament that cover industrial conditions, for example: annual holidays, salary levels, superannuation payments.

Awards are agreements on minimum wages and conditions. They are worked out by employers and unions, and agreed to by industrial relations courts. They help to make sure that workers are treated fairly.

A variety of Acts of Parliament cover the following industrial rights:

- annual holidays
- long service leave
- maternity / paternity and adoption leave
- termination of employment, equal employment opportunity / anti-discrimination in the workplace
- health and safety in the workplace
- workers compensation
- training / superannuation / enterprise agreements

Employing well means:

- following a fair staff selection process
- providing up to date, clear job descriptions or statement of duties
- providing a letter of appointment or job contract
- having written policies to deal with disputes, conflicts and dismissals

Managing well means:

- being clear about expectations of work performance
- being accessible to workers
- providing support and a supportive work environment
- providing supervision and opportunities for professional development
- provide training opportunities

## **1.5 Functions and Permits**

It is the responsibility of the Management Committee to ensure that all activities within the Centre are of a legal nature.

If the Centre has some type of Club Licence for the sale and consumption of alcohol, the Committee must ensure that the constraints of this licence are respected. If the Centre is unlicensed, the Committee must ensure that user groups wishing to sell alcohol have the necessary alcohol permits.

As the Management Committee of the Centre the Committee is responsible for the issuing of approval to consume alcohol on the premises.

Likewise if there is going to be raffles, lotteries or other

gambling within the Centre, the Committee must ensure that the necessary permits are held.

## **1.6 Membership and Incorporation**

Management Committees MUST be Incorporated. Incorporation is the creation of an identity by which Clubs may have access to the same privileges as individuals. Incorporation will not give a group total legal/financial protection, but it will protect members of the group as individuals.

Depending on the wording of the Constitution, individual users and small groups can often be included in the Management Committee and Facility's Incorporation. Large user groups and clubs should be incorporated in their own right.

Management Committees must decide how they wish to constitute membership to their facility. Some may wish to charge groups on annual membership levy, some may wish to charge individuals, while others may wish to incorporate the levy into usage fees and charges.

If the facility has a liquor licence this will often determine how membership is recorded and charged for, as well as the wording of the Committee's Constitution.

## **2. FINANCIAL CONSIDERATIONS**

The Management Committee is responsible for the day to day running of the Centres and this Manual outlines the Committee's responsibilities for maintenance. The Shire is responsible for capital improvements and major maintenance as outlined in this Manual.

It is the responsibility of the Committee to keep and maintain clear and accurate records and accounts of income and expenditure (*Licence Section 5.1 (p)*). The Committee is also to pay all rates, taxes, assessments and other outgoing payable or assessed in the respect of the area other than those expressly made payable by the Shire (*Licence Section 5.1 (f) & 5.1 (q)*).

## 2.1 **Budgeting**

It is recommended that the Committee prepare an annual budget. This budget can be used as a tool with which to control and understand the facility's expenditure and to assist with the management facility. The budget will give an accurate projection of income and expenditure, from which fees and charges are accordingly set.

A budget is a planning mechanism; it can be as simple or complex as the Committee desires. It will help keep planned projects (especially capital works projects) on line and will allow early comparisons of income and expenditure.

Some examples of budgets have been included as a guide. Council staff can assist with the formation of a budget upon the Committee's request.

When setting budgets consideration should be given to future maintenance costs to be incurred by the Management Committee and thereby set up ongoing reserves to meet these expenses.

### **Budget – Example A**

#### **Income**

Membership Fees

Special Programmes

- Netball

- Drama

- Holiday Programmes

Facility Hire – General

Fund Raising

Government Grants & Council assistance

Food

Bar

Other

---

TOTAL

---

#### **Expenditure**

Wages

Administration

Insurance

Equipment

Electricity

Telephone	
Gas	
Maintenance	
Cleaning Equipment	
Honorariums	
Advertising	_____
Sub-total	_____
Capital Works	_____
TOTAL	_____
SURPLUS/DEFICIT	_____

**Budget – Example B**

Income

Stadium Hire – Basketball	
Badminton	
Aerobics	
School Use	
Netball	
Function Room Hire	
Kitchen Hire	
Crèche Hire	
Exclusive Use Hire	
Programmes – Netball	
Drama	
Youth Group	
Carpet Bowls	
Special Functions	
Kiosk – Food	
Drink	
Equipment Hire	
Other	_____
Sub-total	_____
Government Grants	

Capital Works Assistance  
Fundraising

---

TOTAL

---

\$

Expenditure

Essential Services - Power  
Telephone

Cleaning – Wages & Equipment

Administration - Advertising  
Programmes  
Postage  
Printing & Stationery  
Other

Programmes - Advertising  
Venue Hire  
Equipment  
Wages  
Special functions

Kiosk – Food  
Drink

Wages & Contracts  
Minor Maintenance  
Insurance

---

Sub Total

---

Capital Expenditure – Maintenance  
Equipment  
Building

---

TOTAL

---

SURPLUS/DEFICIT

---

**Budget – Example C**

RECREATION CENTRE FINANCIAL STATEMENT TO 31  
AUGUST 2006

PARTICULARS	ACTUAL	BUDGET	TO DATE %
<b>OPERATING INCOME</b>			
Contributions	2,625	3,000	88%
Reimbursements	465	0	N/A
Red Phone	37	120	31%
Commission	1,328	1,900	70%
Volleyball	1,483	4,000	37%
Badminton	941	800	118%
Vacation Care	6,639	3,500	190%
Skating	237	370	64%
Netball	3,237	3,500	92%
Basketball	2,291	3,000	76%
Aerobics	5,145	10,000	51%
Squash	10,696	16,000	67%
Hockey	1,999	0	N/A
Gymnastics	4,047	4,000	101%
Baby Sitting	790	800	132%
East Wing Hire	1,121	3,200	35%
West Wing Hire	760	0	N/A
Equipment Hire	976	800	122%
Exclusive Hire	2,085	0	N/A
Softball	1,295	0	N/A
General Sales	358	700	51%
Drinks	4,525	4,000	113%
Snacks & Juice	5,920	10,000	59%
<b>TOTAL INCOME</b>	<b>58,998</b>	<b>69,490</b>	<b>85%</b>

**OPERATING EXPENDITURE**

Salaries & Wages (Including Super)	39,601	60,200	66%
Staff Training & Seminars	215	950	23%
Administration	900	1,200	75%

Advertising	454	1,000	45%
Promotions	7	400	2%
Telephone	1,768	2,400	74%
Red Phone	867	680	127%
Vehicle Operating Costs	336	400	84%
Equipment Mtce	972	3,000	32%
Equipment Hire	1,220	0	N/A
Building Maintenance	4,687	7,800	60%
Power Supply	2,764	2,750	101%
Water Supply	0	600	N/A
Building Cleaning	6,280	8,000	79%
Insurance (Inc			
Workers Comp)	3,301	3,850	86%
Other expenses	511	1,500	34%
Vacation Care	1,963	1,100	178%
Coaching	1,059	500	212%
Gymnastic Expenses	829	500	166%
Volleyball Coaching	211	500	42%
Trophies & Awards	505	400	126%
Saleable Consumables	8,061	11,500	70%
Expendable Materials	859	2,220	30%
Commission	723	1,520	48%
<b>TOTAL EXPEND</b>	<b>77,894</b>	<b>112,970</b>	<b>69%</b>
<b>NET OPERATING COST</b>	<b>18,896</b>	<b>43,480</b>	<b>43%</b>

## 2.2 Fees and Charges

It is up to the Management Committee to set and maintain the fees and charges, the differing committees will have varying formulas for fee setting and different charges. What ever formula used, fees should be a budgetary consideration, set and aligned to the annual budget.

A percentage of components such as insurance, electricity, cleaning, maintenance, equipment and general depreciations, administration and wages should be included in the charge. It is also recommended that the charge set is not the lowest charge possible. Allow a margin of profit to compensate for capital works and unexpected expenses.

It is also the Management's prerogative to allow some discrepancies in fee setting to encourage maximum facility usage. Remember if a general fee increase occurs, this must be advertised.

Metropolitan facilities are increasingly becoming more "user pays" orientated, with spectators and players paying a set fee as they walk through the door. Obviously without an on-site manager this is difficult to enforce, though a volunteer or honorarium paid roster could be drawn up to watch the door.

### **3. PROGRAMMING AND PLANNING**

Usage of any facility is directly affected by the way the facility is programmed and managed. Volunteer Management Committees often do not have the time to devote to programming and planning. There are however some ways of planning and programming that are both cost and time efficient and will help the Management Committee.

#### **3.1 Management Styles & Alternatives**

Recreation consumers are, in general, becoming less club orientated. Preferring instead to walk in, play their sport and walk out again in what can be termed "fast food recreation" (i.e. there is now a lack of involvement in the planning and administration of recreation by consumers) this puts the onus on facility managers to plan and programme most of the facilities use.

Unfortunately many small centres can not afford to employ a full time manager to administer the centre. However, there are some alternatives:

- (i) Management Committees can programme and run events but cover the cost of a "programme administrator" in consumer fees. This person does not have to be Committee Member.
- (ii) Create a "Centre Custodians" scheme where volunteers are paid an honorarium to keep the Centre open for casual use. The same scheme can be used to operate a kiosk.
- (iii) Approach individuals to run programmes on a profit sharing basis. This concept can also be used with bar

and kiosk operations.

- (iv) Employ a part time manager.
- (v) Manager to be employed under incentive scheme (i.e. Manager keeps a % of income and small wage).
- (vi) Encourage keen volunteers to attend relevant seminars, perhaps subsidise this attendance.
- (vii) Delegate responsibilities and try to bring on interested individuals.

### **3.2 Bookings**

Bookings are an integral part of any programming or event planning and it is important to have an efficient booking system. Like budgets, bookings can be simple or complex as the Committee desires.

Yearly planners, weekly or daily booking sheets, or a combination of the three can be used. It is a good idea to mark permanent bookings in a different colour from casual usage (*See Appendix 2 for examples of booking sheets*).

Booking sheets will highlight usage patterns, so dead times can be identified and programmes designed to fill these times. Therefore overall usage of the centre can be increased. Likewise booking sheets can be used to identify target markets that are not using the facility and appropriate programmes can be created.

As there is no on-site manager, bookings should always be accompanied by a refundable deposit and the signing of a hire contract. The reliance on the honour system is fraught with pitfalls. If equipment is hired this should be signed for. (*See Appendix 3 for contract example*).

A copy of the hire contract should be issued to the hirer so that they are aware of their responsibilities.

### **3.3 Other Considerations**

Programming and planning should be closely linked to the preparation of the annual budget. It is the Management Committees responsibility to maximize usage of the facility

by all community subgroups (*Licence section 5.1 (o)*).

Remember different target markets will have different requirements and motivations. Thus the programme market needs to be identified before factors such as times, costs, marketing strategies and programme duration's are determined.

As a Management Committee, try to delegate responsibility to community members where ever possible and foster "community ownership" of the facility and programmes within.

## **4. MAINTENANCE**

### **4.1 Schedules**

It is the responsibility of the Management Committee to keep and maintain the facility and all structures, fixtures, fittings and furnishings within (*Licence sections 5.1 (d) & 6.1*). To do this efficiently it is important that the Committee's appointed cleaner follows a weekly, monthly and annual cleaning routine.

Such a schedule can be drawn up in liaison with the Shire's Environmental Health Officer/Building Surveyor or with a representative from a cleaning product company. Unless a facility's usage alters dramatically, once a programme for cleaning and maintenance has been developed, it should be followed annually.

It has been agreed that Shire's Environmental Health Officer/Building Surveyor will inspect each facility on a quarterly or twice yearly basis (both internal and external areas), and assist whenever possible with the construction of such a schedule.

### **4.2 Responsibility**

At a Meeting held on the 11 March 1993, with representatives from the Shire and four Management Committees, it was agreed that all maintenance should be defined as either minor or major. Maintenance items would then be classified as either Council's or the Management Committee's responsibility. General major maintenance was

thought to be the Council's responsibility, while Committees were responsible for minor maintenance. This listing has been updated on occasions to clarify matters as they arise.

Some items were identified on the day are as follows:

#### Council Responsibility

- Internal and external painting
- Carpet replacement
- Hot water system replacement
- Standard stove (supplied by Council) replacement
- Table and chairs, originally supplied by Council, replacement
- Major plumbing requirements
- Major electrical works such as wiring and connections excluding extensions or major alterations to the building
- Leaking roofs from normal wear and tear
- Septic tank pump outs
- vinyl floor coverings replacement due to normal wear and tear
- Floor tiles repair or replacement
- Toilet suite replacement
- Fire extinguishers supply and maintenance
- Repairs or replacement to building or fittings due to a structural deficiency in a fitting or building
- Pest control management.

#### Committee Responsibility

- Repairs or painting of squash court walls
- Hot water system repairs
- Plumbing repairs
- Toilet cistern repairs
- Refrigerators
- Ovens which were originally supplied by the Committee
- Coolroom repairs and replacement (as these are profit making ventures for the Committees)
- Dishwasher repairs and replacement (on same conditions as above)
- Cleaning equipment
- Hot plate repairs and replacement (if supplied by Committee)
- Electrical items such as light replacements and extra power points

- Table and chair repairs and maintenance
- Replacing of chair rubbers
- Window treatments
- Leaking roofs which occur due to direct result of works undertaken by the Committee
- Regular periodic maintenance of fixtures (i.e. hot water systems) according to manufacturer's instructions.

Council's current policy of writing to each Committee annually requesting a list of requirements for consideration on its budget will continue. Management Committees should include major maintenance and capital works to be undertaken by Council on the annual budget.

Council and Management Committees are to advise one another when maintenance on a facility is to be carried out by contractors or employees. If a Committee has any doubts about whose responsibility a certain maintenance item is, please check with Council before undertaking maintenance.

Under no circumstances can the Management Committee organize works on the centres without prior consent of the Shire Manager of Building Services if the said works are to be paid by the Shire.

#### **4.3 Alternatives**

There are a number of ways in which the facility's cleaning and maintenance can be tackled by the Management Committee including:

- (i) The employment of a cleaner to do all cleaning and minor maintenance. Fees and charges should thus be adjusted to compensate for cleaning costs. Employees must be covered by Workers Compensation Insurance and wages must be according to Australian Taxation Guidelines (refer legal responsibilities section).
- (ii) Cleaning and maintenance can be tendered for contract. Again, Australian Taxation Guidelines must be adhered to (refer legal responsibilities section).

- (iii) User groups can be made responsible for cleaning the facility after use. To enforce this, a deposit should be paid when booking the facility which is only returned after the facility has been inspected and the cleaning requirements satisfied. (NB. This is not always an effective system).
- (iv) A cleaner is used to do the basic day to day cleaning and major cleaning is tackled monthly or bi-monthly depending on usage. User groups should assist with this “spring cleaning” or be charged a fee so professional cleaners can be employed. (See *Appendix 4 for an example of a Cleaning Schedule*).

#### **4.4 Vandalism**

At the Council Meeting held 18<sup>th</sup> July, 1991, Council resolved that a clause be included in the Licence Agreements for the Community Recreation Centres requiring the Management Committees to be held responsible for acts of nuisance or vandalism in their centres.

Therefore the Management Committee should carry out regular checks or have the cleaner carry out checks on their behalf to ensure that vandalism has not occurred after usage.

#### **4.5 Floors**

The Shire’s Manager of Building Services should liaise with the Committee on an annual basis to inspect the floors to determine what level of sealing they require for budget purposes. The seal should never be allowed to wear back to the actual woodwork. The Council will meet 50% of the cost of the materials for the sealing of the floors within the Centres. This is providing the Committee utilise voluntary labour to undertake the task. Should the Committee wish to utilise professionals to undertake the work this will be at the Management Committee’s cost. (See *Appendix No. 5 – example of equipment hire contract*).

## **5. OTHER CONSIDERATIONS**

### **5.1 First Aid**

As part of the Management Committees “duty of care” responsibility, the facility should be equipped with a comprehensive First Aid Kit. This Kit should be regularly maintained and kept so it is accessible by all users. Failure to provide such equipment could be viewed as an act of negligence.

### **5.2 Equipment**

The purchase and maintenance of any equipment is generally a Management Committee responsibility. The intended purchase or replacement of any equipment should be included in the annual budget of the Committee and compensated for in fees and charges.

It is recommended that an inventory or asset register of all equipment is kept and equipment is regularly inspected and maintained. Badly maintained equipment is often viewed as an act of negligence for which the Management Committee would be liable.

If the Committee hires its equipment to user groups, standard hire charges should be set to cover replacement and depreciation as well as profit margin. Hirers should be made to sign a contract with the management (*see appendix 5 for example*) and a large deposit should be paid on top of the hire charge to ensure the equipment’s safe return.

Furniture and equipment provided by Council shall not be hired or lent to any individual or organisation for use outside of Council owned building.

### **5.3 Policy of Use**

It is the Management Committees responsibility to make its users aware of its policy of use (rules and regulations) and then enforce this policy. Visible notices of the facility’s usage rules and regulations are probably the most effective way of creating such awareness.

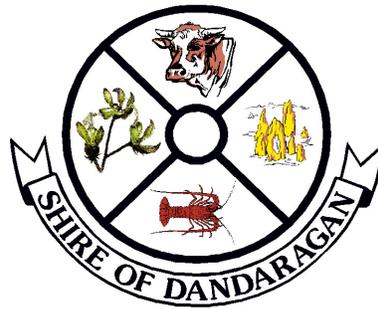
Without an onsite manager, enforcement of these rules is often difficult as the Committee has to rely on the users’

honesty and integrity. Permanent bookings are usually not such a concern as casual users. Enforcing the payments of deposits by all users is one way of ensuring the users abide by the management's usage policy.

#### **5.4 Council Use of Community Centres**

At the Council Meeting held 15<sup>th</sup> September, 1994, Council resolved to agree to pay a facility/kitchen charge for each Community Centre when used. If the kitchen facilities are not utilised by Council then no hire charge is levied. Each Community Centre is to suggest an appropriate charge, for Council's consideration.

# SHIRE OF DANDARAGAN



## MANAGEMENT COMMITTEES

### APPENDIX NO. 1

# FREQUENTLY ASKED QUESTIONS REGARDING INSURANCE



## INSURANCE COVERAGE FREQUENTLY ASKED QUESTIONS

### What the Shire's Insurance Premium Covers:

The shires insurance covers the building so basically any break in, storm or fire involving the building could be subject to an insurance claim. This includes fences or reticulation if it is on the council reserve. There are limits to the amount of cover that is automatically granted – an accurate value of all assets at any one location must be submitted to the Shire's insurance officer as separate cover may need to be arranged.

The excess on each claim is \$1,000 so if a claim was sought for an amount under this threshold, it would not be met by Councils insurance policy.

The reason for this excess amount is that council has to take into account all of it's building assets that it owns. The excess amount could be lessened, but that would lead to higher premiums and hence a significant increase in councils total insurance costs.

Insurance on buildings is on the principle of covering high cost damage or replacement such as re-roofing a building incurred during a storm for example. If the cost to do this was in the tens of thousands, then the \$1,000 in this context is very reasonable.

The fixtures of buildings would also be covered under councils insurance so if a water pipe burst for example and ruined kitchen cupboards, then this would be replaced or repaired through.

Council also covers some contents items such as chairs, tables, crockery etc. If a club has been granted storage of equipment that is not owned by the shire then they should be advised that separate contents insurance is required by the club. The shire will accept no responsibility for loss or damage of these items.

Council also provides public liability in relation to the building. For example if there is a lip on a doorway entrance and someone trips and hurts themselves, then this could be claimable. Similarly if a fragment of guttering is sticking out and cuts someone, then this may be claimable.

The Manager of Building Services will inspect the building periodically and take remedial action if a hazard and potential public liability claim.

However, the Management Committees of buildings also have a duty of care to inspect the premises periodically and report any potential hazards to the shire. The shire will then inspect itself and take remedial action. If it cannot be fixed, then a warning sign will be placed adjacent to the hazard. Failure to report any possible hazard to the shire could result in the claim being denied due to this lack of a duty of care.

**The golden rule in all public liability issues is what action a reasonable person should ensure to take and whether an incident is foreseeable.**

#### Management Committees Public Liability:

The Management Committees, as the name suggests, basically runs the community centres and have their own sets of rules and regulations (constitution) such as bookings, opening times, cleaning, the type of events that can be held etc. As the shire has no involvement in the running, they need to provide their own public liability as the shire's public liability and casual hirer's liability policy won't cover the management committee's activities.

The current situation is that the management committees secure public liability by completing the necessary forms and the shire then reimburses them for the premium cost.

Public Liability provides you with insurance cover for your legal liability to third parties for bodily injury and / or property damage arising from your group's activities.

An example of this is say the floor is being mopped, no signage is out, and someone comes in and slips and falls.

If the management committee were to run a knitting club, aerobics, indoor cricket competition or basketball competition etc, the committee must ensure they have sought confirmation from their own public liability insurer that this activity would be covered. The key difference here is that it is a management committee activity, is regular and has been declared to the management Committee's Underwriter.

If a group of people wanted to use the hall for basketball on a regular basis for example, but it is not a competition and it is not a basketball club but just for the purpose of keeping fit, this would be covered by the shire's casual hirer's liability insurance, subject to the terms and conditions of the policy.

Groups that are not covered and would be required their own public liability are sporting clubs like the Cricket and Football clubs, Playgroup, Dancing Classes, CWA. In most of these cases they receive some sort of subscription from members and /or there is potentially a greater risk of

injury. The key difference here is that:

- a). These are generally incorporated bodies
- b). It is not an activity of the management committee
- c). There is potentially a greater risk of injury as the management committee does not have control of the activity.

While the list above is by no means exhaustive, hopefully the management committees can see the key differences in the types of hirers. Again, if there is any doubt, contact the shire or the management committee's insurers. The public liability certificate of currency should be sighted from these types of groups before hire is allowed.

It should be noted that the public liability only covers the management committee's activities in relation to the community centre. If an activity is to be conducted at any other location the management committee should contact their public liability insurers to ensure their policy will cover them. The shires public liability insurance will only cover the legal obligations of the Shire of Dandaragan.

#### Casual Hirers Public Liability:

The shire has coverage for casual hirer's liability so if a wedding, christening of general function is to occur from the public, then this coverage would be adequate. As the name suggests, it is for casual, one off events (not regular).

**Note – The hire agreement must be between the Shire of Dandaragan and the hirer.**

If liquor was to be supplied then a liquor permit would need to be requested from the shire. If this was granted then it would be a sanctioned event by council and coverage would be extended.

This question should be asked prior to the booking and the permit sighted. I would urge the committee to try and stay away from events with liquor as the risk of liability increases significantly.

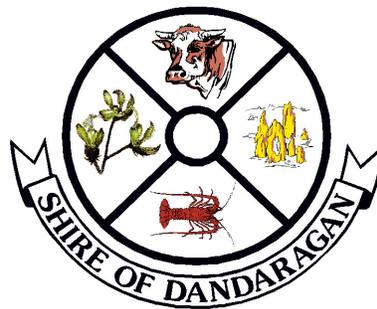
#### Summary:

It is most important for the management committees to clearly declare all types of activities the group performs to their public liability insurers. This should include regular events e.g. family picnic days, fairs etc.

Any clubs that are incorporated or belong to a large group or league, take subscriptions or fees for their particular activity or where the management committee has no control over need to provide their own public liability certificate of currency and this needs to be sighted by the committee prior to the hire.

If there is any doubt about a particular issue or event that you are not sure of coverage, please contact the Shire or the public liability insurers.

# **SHIRE OF DANDARAGAN**



## **MANAGEMENT COMMITTEES**

### **APPENDIX NO. 2**

#### **EXAMPLES OF BOOKING SHEETS**

# **SHIRE OF DANDARAGAN**

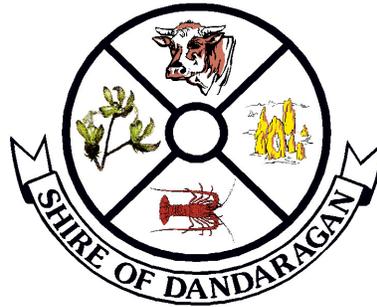


## **MANAGEMENT COMMITTEES**

### **APPENDIX NO. 3**

## **EXAMPLES OF CONTRACTS**

# **SHIRE OF DANDARAGAN**

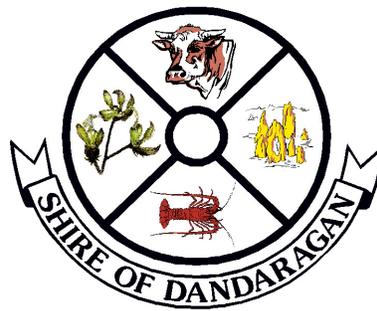


## **MANAGEMENT COMMITTEES**

### **APPENDIX NO. 4**

#### **EXAMPLE OF CLEANING SCHEDULE**

# **SHIRE OF DANDARAGAN**

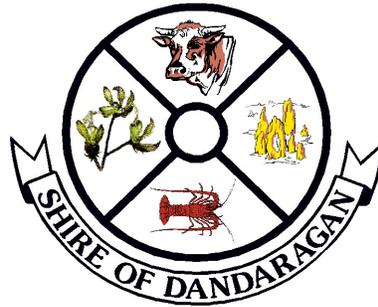


## **MANAGEMENT COMMITTEES**

### **APPENDIX NO. 5**

#### **EXAMPLE OF EQUIPMENT HIRE CONTRACT**

# **SHIRE OF DANDARAGAN**

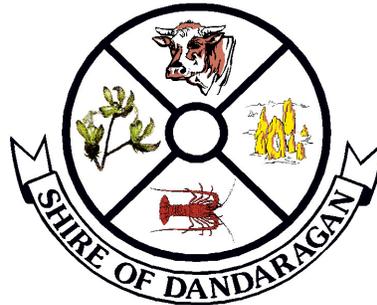


## **MANAGEMENT COMMITTEES**

### **APPENDIX NO. 6**

#### **EXAMPLE OF PREMISE USAGE**

# **SHIRE OF DANDARAGAN**

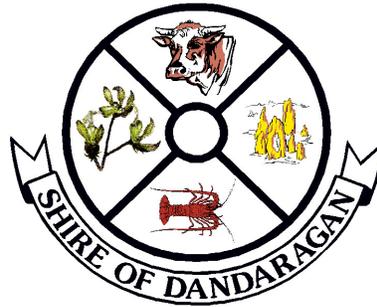


## **MANAGEMENT COMMITTEES**

### **APPENDIX NO. 7**

## **WEB SITES AND LINKS**

# **SHIRE OF DANDARAGAN**



## **MANAGEMENT COMMITTEES**

### **APPENDIX NO. 8**

## **STANDARD LICENCE AGREEMENT**

# SHIRE OF DANDARAGAN



## MANAGEMENT COMMITTEES

## INFORMATION RESOURCE GUIDE

2026

SHIRE OF DANDARAGAN

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## Roles and Responsibilities

**Chairperson:** The Chair leads meetings and works with the Secretary on the preparation of agendas for committee and general meetings. They convene and preside over all committee and general meetings (the committee determines meeting schedules).

The Chair should ensure meetings are orderly, that conflicts are managed (by enforcing the rules within the Constitution) and that the committee's decisions are implemented. They also often act as spokesperson for the Association.

**Deputy Chairperson:** While not detailed in the model rules, the Deputy Chair's role is to stand in for the Chair as needed (for example, presiding over meetings when the Chair is absent).

**Secretary:** The Secretary's duties are extensive. They handle correspondence, maintain the member register and the rules, and prepare and send all meeting notices. They also take and maintain full minutes of committee and general meetings. The Secretary must ensure changes in membership are recorded and must safeguard the Association's records (other than financials). In short, the Secretary is the administration hub of the organisation.

**Treasurer:** The Treasurer manages the money. They ensure all receipts are issued, payments are made with committee approval and that bank accounts and ledgers are up to date. The Treasurer oversees compliance with financial reporting laws (Part 5 of the Act) and keeps custody of all financial records and statements. They also coordinate preparation of annual financial statements or reports for presentation at the AGM.

**Committee Members (other):** Ordinary committee members contribute to decision-making and may take on specific tasks or committees. All committee members (including officers) are bound by duties of care and must act honestly and in good faith.

**Recreation Centre Coordinator:** The coordinator (if the committee has appointed or employed one) is typically responsible for the efficient day-to-day operation of the Community Centre. This includes managing bookings and usage of the facility (including overflow camping), coordinating maintenance, supervising casual staff or volunteers, liaising with user groups, and ensuring the Centre is safe, welcoming and well-maintained. The role reports to the Management Committee and supports the goals of the Management Committee by implementing policies and decisions from meetings in line with the Centre's strategic and operational objectives.

### **Change over of committee**

Post Annual General Meeting, if you committee changes (e.g. office bearers, authorised contacts), you will need to update your ABN details via the Australian Business Register (ABR).

This can be done

- Online through the ABR website using your myGovID
- Or by calling ATO if you cannot access online services

You will need the details of the new authorised person and their tax file number (TFN), or proof of identity

<https://www.abr.gov.au/>

To update details for Associations Online (WA)

You will need to log in to Associations Online and update office bearers and contact details. You may need to upload meeting minutes or resolutions confirming the change.

<https://associations.commerce.wa.gov.au/associations/public/publicHomePage.aspx>

To support a streamline handover between committee, a sample handover “About Our Association” can be found in the appendix.

Please notify Council of any changes to office bearers to ensure our contact register remains up to date.

## **Legal Responsibilities**

### **Insurance:**

Management Committees are legally responsible for securing appropriate insurance as independent entities. They are not covered by the Shire’s insurance policies and must maintain their own insurance to protect the committee, members, volunteers, and users.

### **Required Insurance Types**

Public Risk Indemnity Insurance:

- Recommended indemnity limit: \$20 million. Covers injury or property damage claims caused by committee negligence. Includes property insurance for buildings and contents owned by the committee (e.g., fire, burglary).

Public Liability Insurance:

- Covers legal liability for injuries to the public or damage to property caused by the clubs. Does not usually cover injuries between members unless specifically extended.

Casual Hirer’s Insurance:

- Committees must ensure users have appropriate insurance coverage. Regular users must provide their own Public Liability Insurance, verified by a Certificate or Currency.

Volunteer Workers Cover:

- Covers accidents involving volunteers, similar to workers compensation.

Activity Risk Cover:

- Recommended to cover participants in committee-run events.

Professional Indemnity Insurance:

- Advisers or instructors should carry this to protect against negligence claims.

Workers Compensation Insurance:

- Required if the committee employs any paid staff, even casually.

### **Additional Important Points**

- Insurance costs should be included in the calculation of user fees.

- User groups storing equipment should contribute to contents insurance.
- Maintain an up-to-date asset register and share it with your insurance broker.
- Record and report accidents promptly with an accident claim form.

**Notify Council via email [council@dandaragan.wa.gov.au](mailto:council@dandaragan.wa.gov.au) attaching your insurance types and coverage limits of all insurance policies held for record.**

### **What to Consider When Choosing Insurance**

1. Confirm coverage levels and what risks are included (e.g., member-to-member injury, goods sold).
2. Verify insurer reputation and service quality.
3. Ensure coverage applies to volunteers, professional advice, and employees.
4. Understand any legal obligations if your committee arranges insurance on behalf of members, including commission disclosure and broker responsibilities.

### **Rates and Charges**

Management Committees must pay all non-Council rates and charges, including utilities such as gas, power, and telephone. It is the Committee's responsibility to pursue any exemptions or community / not for profit discounts, such as from bank charges, if desired.

### **Taxation GST**

Registering for GST is required if your association or organisation has a GST turnover of \$75,000 or more. Registration can be done through the Australian Business Register (ABR) or via the Australian Taxation Office (ATO) online service. Once registered, you must include GST in your prices, issue tax invoices, and report through Business Activity Statements (BAS).

The Management Committees are responsible for GST costs where applicable.

**Helpful tip:** Repairs and maintenance to buildings typically include GST, which can be claimed back through the Business Activity Statement (BAS) if the Committee is registered for GST. Some items, such as food and water, are generally exempt from GST, but rules may vary.

### **Employees**

Management Committees can employ workers in four main ways:

#### **1. Full Time:**

Employees work standard ordinary hours as defined by the Clerks (Commercial, Social and Professional Services) Award.

#### **2. Part-Time/Job Sharing:**

Employees work regular hours, not exceeding 32 ordinary hours per week. Part-time workers receive salary, leave entitlements, and benefits on a pro-rata basis.

#### **3. Casual:**

Casual workers are paid hourly with 25% loading on the ordinary hourly rate. They do not receive leave entitlements and have no guaranteed set hours. There is a minimum shift length of 3 consecutive hours; even if a casual employee works less than 3 hours, they must be paid for 3 hours.

#### **4. Fixed Term Contracts:**

A fixed-term contract is an agreement where an employee is hired for a specific period or until a defined task is completed. The end date, or condition for the contract ending, must be clearly stated in writing. Fixed-term contracts are commonly used for project-based work, parental leave coverage, or seasonal roles.

### **Employment Responsibilities**

Management Committees are legally the employer and must ensure fair and lawful employment practices:

### **Work Conditions:**

Comply with relevant awards and legislation covering wages, leave (annual, long service, parental), superannuation, anti-discrimination, workplace health and safety, workers compensation, and training.

### **Fair Employment Practices:**

1. Follow fair recruitment and selection processes.
2. Provide clear, current job descriptions.
3. Issue formal appointment letters or contracts.
4. Maintain policies for managing disputes, conflicts, and terminations.

### **Effective Management:**

1. Set clear work expectations.
2. Provide accessible support and supervision.
3. Foster a supportive work environment.
4. Offer professional development and training opportunities.

### **Functions and Permits**

The Management Committee is responsible for ensuring that all activities conducted within the Centre comply with relevant laws.

### **Alcohol Licensing:**

If the Centre holds a Club Licence for alcohol sale and consumption, the Committee must ensure all licence conditions and restrictions are strictly followed:

If the Centre is unlicensed, any user groups wishing to sell or serve alcohol must obtain the necessary alcohol permits themselves. This includes casual events such as; weddings, parties, etc.

The Management Committee holds the authority to approve alcohol consumption on the premises.

Once approved, a copy of the issued alcohol permit **must** be emailed to the local police e.g. [jurien.bay.police.station@police.wa.gov.au](mailto:jurien.bay.police.station@police.wa.gov.au) and the Shire [council@dandaragan.wa.gov.au](mailto:council@dandaragan.wa.gov.au) for record.

### **Refer to appendix for consumption of alcohol template**

### **Raffles, Lotteries, and Gambling:**

The Committee must ensure that any raffles, lotteries, or other gambling activities conducted within the Centre have the appropriate permits in place.

Refer to the link below for further information and application permit:

<https://www.dlgsc.wa.gov.au/racing-gaming-and-liquor/racing-gaming-and-wagering/gaming-applications>

### **Financial Considerations**

The Management Committee is responsible for the day-to-day running of the Centre, and this Manual outlines the Committee's responsibilities for maintenance. The Shire is responsible for capital improvements and major maintenance as outlined in this Manual.

It is the responsibility of the Committee to keep and maintain clear and accurate records and accounts of income and expenditure. The Committee is also to pay all rates, taxes, and other outgoing payable or assessed in the respect of the area other than those expressly made payable by the Shire.

### **Bank Signatories**

An association may open a bank account in its own name which is operated by people who can sign on behalf of the association. These signatories are usually members of the management committee and having more than one person required to approve a payment or withdrawal provides financial and security safeguards. The necessary paperwork can be set up with the bank or credit union.

**Note: Decisions about the account and signatures should be made by resolution and recorded in the meeting minutes, as the minutes may be requested by the bank.**

## **BUDGET**

### **Budgeting**

It is recommended that the Management Committee prepare an annual budget to help plan, control and understand the facility's finances. A clear budget helps manage day-to-day operations, set appropriate fees and charges, and ensure the long-term sustainability of the facility.

Council contributes annually to each Recreation Centre facility with a one-off financial payment. To receive the funds, an invoice needs to be issued to Council ([creditors@dandaragan.wa.gov.au](mailto:creditors@dandaragan.wa.gov.au)). Along with the invoice, the committee must also submit the previous year's profit and loss statement, the projected budget for the current financial year, and a report on the use of the facility. This report may be generated from SpacetoCo or your relevant booking system.

Submitting your budget checklist:

- ✓ Invoice for the financial year
- ✓ Previous year's profit and loss
- ✓ Projected budget for the current financial year
- ✓ Report of facility usage for previous year

Please contact the Shire if you have any questions about these requirements.

### **Purpose of a Budget**

1. Tracks income and expenditure
2. Guides financial decisions and planning
3. Assists with capital works projects and long-term goals
4. Supports setting aside reserves for future facility improvements.

A budget can be simple or detailed, depending on the Committee's needs. Council staff are available to help develop a budget if requested.

### **Key Considerations When Budgeting**

1. Include projected income from hire fees, programmes, memberships, fundraising, and grants
2. Estimate expenditure, including wages, insurance, maintenance, utilities, and supplies
3. Account for capital works or equipment upgrades
4. Plan for equipment replacement and facility improvements

### **Refer to Appendix 5- Budget Example**

**Review your budget regularly throughout the year to stay on track and adjust as needed.**

At the beginning of each calendar year, the Shire commences the budget submission process for the upcoming financial year. Management Committees will receive a letter inviting them to submit any budget requests they would like Council to consider for their facility — for example, replacement of kitchen appliances or flooring upgrades, etc.

Following the procedure outlined below will assist Committees in successfully preparing and submitting their budget requests for Council consideration.

Procedure for Submitting Budget to the Shire of Dandaragan, see appendix 6 for template:

1. Prepare Projected Budget
  - Develop a detailed projected budget for the upcoming financial year (as above or similar).
  - Identify required maintenance, repairs, or new projects.
  - Estimate costs and obtain quotes (where applicable).
2. Consultation and Site Inspection
  - Arrange a meeting with the relevant Shire officer.
  - Conduct a site visit and inspection to discuss potential works.
  - Document any new findings and recommendations from the inspection.
3. Formal Submission of Budget Request
  - Prepare a letter requesting budget consideration for the identified works.
  - Clearly outline the justification and benefits of each item.
  - Attach supporting documents applicable, for example, quotes, reports, and inspection findings.
  - Submit the request to the Shire before the specified deadline.

Once the Shire of Dandaragan's budget has been formally adopted by Council, Management Committees will receive an update from a Shire Officer regarding the outcome of their budget requests. This will include confirmation of approved funding allocations and any relevant feedback or alternative considerations. Committees are encouraged to review the outcome and liaise with the Shire as needed for further clarification or planning of approved works.

### **Fees and Charges**

It is the responsibility of the Management Committee to set and maintain fees and charges. Different committees may use varying formulas and apply different rates. Whatever formula is used, fees should be considered as part of the annual budget process and aligned accordingly.

A percentage of components such as insurance, electricity, cleaning, maintenance, equipment depreciation, administration, and wages should be factored into the fee structure. It is also recommended that the fees are not set at the lowest possible rate. Ensure that user fees contribute towards future capital works and unexpected expenses.

The Management Committee also has the discretion to allow some flexibility in fee setting to encourage maximum facility usage. If a general fee increase is proposed, it must be advertised and formally adopted at the Annual General Meeting, in accordance with the constitution.

### **Programming and Planning**

Usage of any facility is directly affected by the way the facility is programmed and managed. Volunteer Management Committees often do not have the time to devote to programming and planning. There are, however, some ways of planning and programming that are both cost and time efficient and will help the Management Committee.

### **Bookings**

Implementing a booking system is essential for effective event planning. To support your committee, consider using an online booking system that includes a booking calendar.

It is recommended that your booking process includes a form and a hire agreement covering the following:

- A signed hire contract-clarifies responsibilities and expectations for both parties.
- A refundable bond for deposit- helps cover potential damages.
- A signed acknowledgement for hired equipment- ensures the hirer is aware of their responsibilities for any equipment they use.

Always provide the hirer with a copy of the completed agreement for their records.

# Maintenance

## Schedules

The Management Committee is responsible for the upkeep of the facility, which includes both cleaning and ongoing servicing and maintenance. Regular cleaning and maintenance help prevent equipment failure and reduce long-term repair costs. They also keep the facility safe, functional, and welcoming for all users.

## **Cleaning**

To manage this effectively, it is encouraged that the appointed cleaner or Committee create and follow a structured cleaning schedule that outlines weekly, monthly, and annual tasks (see Appendix 7). This schedule, along with a broader maintenance plan, can be developed in consultation with the Shire's Development Services team or a representative from a cleaning product supplier. Once established, both the cleaning and maintenance schedules should be followed consistently each year unless there is a significant change in the facility's usage.

## **Maintenance**

An annual maintenance/service schedule will assist the Committee in effectively maintaining the facility. It is encouraged that the Committee establish an annual maintenance planner to ensure all essential equipment and systems within the facility are serviced regularly.

This includes, but is not limited to:

- Smoke alarms
- Test and tag of all electrical cables (non-Shire assets)
- First aid kits
- Air-conditioning units
- Emergency exit lights
- Commercial kitchen appliances
- Fire extinguishers

A Shire Officer will conduct an annual inspection of each facility (internal and external) and will assist, where possible, in the development and review of cleaning and maintenance plans.

## Alternatives

There are several ways in which the facility's cleaning can be tackled by the Management Committee including:

- The employment of a cleaner to do all cleaning. Fees and charges should thus be adjusted to compensate for cleaning costs. Employees must be covered by Workers Compensation Insurance and wages must be according to Australian Taxation Guidelines (refer legal responsibilities section).
- Cleaning and maintenance can be tendered for contract.
- User groups can be made responsible for cleaning the facility after use. To enforce this, a deposit should be paid when booking the facility, which is only returned after the facility has been inspected and the cleaning requirements satisfied. (NB. This is not always an effective system).

- A cleaner is used to do the basic day-to-day cleaning, and major cleaning is tackled monthly or bi-monthly depending on usage. User groups should assist with this “spring cleaning” or be charged a fee so professional cleaners can be employed. (See Appendix 4 for an example of a Cleaning Schedule).

### **Responsibility**

At a Meeting held on the 11 March 1993, with representatives from the Shire and four Management Committees, it was agreed that all maintenance should be defined as either minor or major. Maintenance items would then be classified as either Council's or the Management Committee's responsibility. General major maintenance was thought to be the Council's responsibility, while Committees were responsible for minor maintenance. This listing has been updated on occasions to clarify matters as they arise.

Some items were identified on the day are as follows:

#### **Council Responsibility**

- Internal and external painting
- Carpet replacement
- Hot water system replacement
- Standard stove (supplied by Council) replacement
- Table and chairs, originally supplied by Council, replacement
- Major plumbing requirements (burst pipe, etc.)
- Major electrical works (such as wiring and connections excluding extensions or major alterations to the building)
- Leaking roofs from normal wear and tear
- Septic tank pump outs
- Vinyl floor coverings replacement due to normal wear and tear
- Floor tiles repair or replacement
- Toilet suite replacement
- Fire extinguishers supply and maintenance
- Repairs or replacement to building or fittings due to a structural deficiency in a fitting or building
- Pest control management.
- Locks and security

#### **Committee Responsibility**

- Repairs or painting of squash court walls
- Hot water system repairs
- Plumbing repairs (washers, tap leaks, etc.)
- Toilet cistern, seat and cubicle repairs
- Refrigerators
- Ovens which were originally supplied by the Committee
- Cool room repairs and replacement (as these are profit-making ventures for the Committees)
- Dishwasher repairs and replacement (on same conditions as above)
- Cleaning equipment
- Hot plate repairs and replacement (if supplied by Committee)
- Electrical items such as light replacements and extra power points
- Table and chair repairs and maintenance
- Replacing of chair rubbers

- Window treatments
- Leaking roofs which occur due to direct result of works undertaken by the Committee
- Regular periodic maintenance of fixtures (i.e. hot water systems) according to manufacturer's instructions.

**If you are unsure whether it's the Committee's or Councils responsibility, please contact the Shire first to clarify.**

Council's current policy of writing to each Committee annually requesting a list of requirements for consideration on its budget will continue. Management Committees should include major maintenance, and capital works to be undertaken by Council on the annual budget.

Council and Management Committee must notify each other when maintenance work on a facility is scheduled to be carried out by contractors or employees. If the Committee is uncertain about the responsibility for a particular maintenance task, it must consult with Council before proceeding. This ensures clarity in roles and prevents unauthorised works.

Under no circumstances may the Management Committee arrange any major works on the facility, which are the responsibility of Council, without the prior approval of the Shire Officer, whether the costs are to be covered by the Shire or by the Committee. Furthermore, no placards, posters, signs, boards, or advertisements may be erected, affixed, or displayed on any part of the premises without prior approval from the Shire.

### **Procedure for Raising a Maintenance Issue**

#### **1. Identify the Issue**

- Observe and confirm the maintenance problem.
- Record key details such as location, type of issue, date identified, and take photos.

#### **2. Assess Urgency**

- High Priority: Safety risks, hazards, or issues preventing use of a facility. **Immediately call 9652 0800**
- Low/Medium Priority: General repairs or cosmetic issues that do not pose an immediate risk continue to the next step.

#### **3. Gather Relevant Information and Notify the Appropriate Authority**

Include:

- Exact location (address or detailed description).
- Clear description of the issue.
- Who identified the issue and when.
- Impact on community use or safety.
- Relevant photos

Submit a maintenance request to [bmc@dandaragan.wa.gov.au](mailto:bmc@dandaragan.wa.gov.au) including the above **information**.

#### **5. Keep a Record**

- Save a copy of the maintenance request email.
- If applicable log the date and information for record purposes.

#### **6. Close the Issue**

- Once advised that the issue has been resolved, verify the repair.
- Update records and note the completion date.

### **Vandalism**

At the Council Meeting held 18<sup>th</sup> July 1991, Council resolved that a clause be included in the License Agreements for the Community Recreation Centres requiring the Management Committees to be held responsible for acts of nuisance or vandalism in their centres.

Therefore, the Management Committee should carry out regular checks or have the cleaner carry out checks on their behalf to ensure that vandalism has not occurred after usage.

### **Floors**

A Shire Officer should liaise with the Committee on an annual basis to inspect the floors to determine what level of sealing they require for budget purposes. The seal should never be allowed to wear back to the actual woodwork. The Council will meet 50% of the total cost for the sealing of the floors within the Centres.

## **Other Considerations**

### **First Aid**

As part of the Management Committees “duty of care” responsibility, the facility should be equipped with a comprehensive First Aid Kit. This kit should be regularly maintained and kept so it is accessible by all users. First Aid Kits ideally should be checked on an annual basis.

### **Equipment**

The purchase and maintenance of any equipment is generally a Management Committee responsibility. The intended purchase or replacement costs of any equipment should be included in the annual budget of the Committee and compensated for in fees and charges.

It is recommended that an inventory or asset register of all equipment is kept, and equipment is regularly inspected and maintained.

If the Committee hires its equipment to user groups, standard hire charges should be set to cover replacement and depreciation as well as profit margin. Hirers should be made to sign a contract with the management (*see appendix 5 for example*) and a large deposit should be paid on top of the hire charge to ensure the equipment’s safe return.

Furniture and equipment provided by Council shall not be hired or lent to any individual or organisation for use outside of Council owned building.

### **Policy of Use**

It is the Management Committee’s responsibility to make users aware of the facility’s conditions of use. Notices outlining the facility’s usage rules and regulations are the most effective way to create this awareness. These can be displayed on the online booking platform, included in booking confirmation emails, or provided as visual notices at the facility.

Without an onsite manager, enforcement of these rules can be difficult, as the Committee must rely on users’ honesty and integrity. Permanent bookings generally pose less

concern than casual users. Requiring all users to pay a deposit is one way to help ensure compliance with the Management Committee's usage policy.

**Council Use of Community Centres**

The Management Committee receives an annual financial contribution from Council in lieu of room hire charges. For activities or events conducted by the Shire, the Shire will cover the associated cleaning fees. The Management Committee is encouraged to charge an appropriate cleaning fee to ensure costs are covered and the facility is maintained to a high standard.



## **SHIRE OF DANDARAGAN**

### **MANAGEMENT COMMITTEES**

#### **APPENDIX NO.1**

##### **FREQUENTLY ASKED QUESTIONS REGARDING INSURANCE**

## **INSURANCE COVERAGE FREQUENTLY ASKED QUESTIONS**

### **What the Shire's Insurance Premium Cover's:**

The Shire's insurance covers the building so events such as any break-in, storm or fire involving the building could be subject to an insurance claim. This includes fences or reticulation if it is on the Shire reserve.

There are limits to the amount of cover that is automatically granted – an accurate value of all assets at any one location must be submitted to the Shire's insurance officer as separate cover may need to be arranged.

The excess on each claim is \$1,000 so if a claim was sought for an amount under this threshold, it would not be met by Council's insurance policy.

The reason for this excess amount is that Council has to take into account all of its building assets that it owns.

Insurance on buildings is on the principle of covering high-cost damage or replacement such as re-roofing a building incurred during a storm for example. If the cost to do this was in the tens of thousands, then the \$1,000 in this context is very reasonable.

The fixtures of buildings would also be covered under Council's insurance so if a water pipe burst for example and ruined kitchen cupboards, then this would be replaced or repaired through insurance claim. In this example, the kitchen cupboards would be covered but not the water pipe, the policy triggers on an event, the kitchen cupboards were ruined because of an event (the bursting of the waterpipe) but if it was deemed that the waterpipe burst due to wear and tear/maintenance, then the waterpipe would not be covered.

Council also covers some contents items such as chairs, tables, crockery etc. If a club has been granted storage of equipment that is not owned by the Shire then they should be advised that separate contents insurance is required by the club. The shire will accept no responsibility for loss or damage of these items.

Council also provides public liability in relation to the building. For example if there is a lip on a doorway entrance and someone trips and hurts themselves, then the Shire's public liability policy would trigger to defend a potential claim. Similarly if a fragment of guttering is sticking out and cuts someone, then the policy would also trigger to protect the shire.

The Manager of Building Services will inspect the building periodically and take remedial action if a hazard and potential public liability claim.

However, the Management Committees of buildings also have a duty of care to inspect the premises periodically and report any potential hazards to the Shire. The Shire will then inspect itself and take remedial action. If it cannot be fixed, then a warning sign will be placed adjacent to the hazard. Although all claims are assessed on their individual merit, failure to carry out and report any possible hazard to the Shire could result in the claim going against the benefit of the Shire due to negligence.

### **Management Committees Public Liability:**

The Management Committees, as the name suggests, basically runs the community centres and have their own sets of rules and regulations (constitution) such as bookings, opening times, cleaning, the type of events that can be held etc. As the shire has no involvement in the running, they need to provide their own public liability as the shire's public liability and casual hirer's liability policy won't cover the management committee's activities.

The current situation is that the management committees secure public liability by completing the necessary forms and the shire then reimburses them for the premium cost.

Public Liability provides you with insurance cover for your legal liability to third parties for negligent bodily injury and / or property damage arising from your group's activities.

An example of this is say the floor is being mopped, no signage is out, and someone comes in and slips and falls.

If the management committee were to run a knitting club, aerobics, indoor cricket competition or basketball competition etc., the committee must ensure they have sought confirmation from their own public liability insurer that this activity would be covered.

If a group of people wanted to use the hall for basketball on a regular basis for example, but it is not a competition and it is not a basketball club but just for the purpose of keeping fit, this would be covered by the shire's casual hirer's liability insurance, subject to the terms and conditions of the policy.

The Casual Hirer's liability caps at once per month and 12 per year, 'regular' could imply once per week, which will not be covered. The intention is a level of cover for one off events, such as birthdays, engagements and other functions, which may occur several times per year for that group of people. Below is the definition of Casual hirer's to maybe clarify.

**A Casual Hirer means any person or group of persons (not being a sporting body, club, association, corporation or incorporated body), who hires a Council facility for non-commercial or non-profit making purposes, less frequently than once per calendar month or twelve times per calendar year.**

Groups that are not covered and would be required their own public liability are sporting clubs like Football clubs, Playgroup, Dancing Classes. In most of these cases they receive some sort of subscription from members and /or there is potentially a greater risk of injury. The key difference here is that:

- a). These are generally incorporated bodies
- b). It is not an activity of the management committee
- c). There is potentially a greater risk of injury as the management committee does not have control of the activity.

While the list above is by no means exhaustive, hopefully the management committees can see the key differences in the types of hirers. Again, if there is any doubt, contact the shire or the

management committee's insurers. The public liability certificate of currency should be sighted from these types of groups before hire is allowed.

**Casual Hirers Public Liability:**

The Shire has coverage for casual hirers' liability so if a wedding, christening or general one-off function is to occur from the public, then this coverage would be adequate. As the name suggests, it is for casual, one off events (not regular).

**Note – The hire agreement must be between the Shire of Dandaragan and the hirer.**

If liquor was to be supplied, then a liquor permit would need to be requested from the Shire. If this was granted, then it would be a sanctioned event by council and coverage would be extended.

This question should be asked prior to the booking and the permit sighted. I would urge the committee to try and stay away from events with liquor as the risk of liability increases significantly.

**Summary:**

It is most important for the management committees to clearly declare all types of activities the group performs to their public liability insurers. This should include regular events e.g. family picnic days, fairs etc. This is an agreement/conversation for the third party and their insurers to have.

Any clubs that are incorporated or belong to a large group or league, take subscriptions or fees for their particular activity or where the management committee has no control over need to provide their own public liability certificate of currency and this needs to be sighted by the committee prior to the hire.

If there is any doubt about a particular issue or event that you are not sure of coverage, please contact the Shire or the their public liability insurers.



**SHIRE OF DANDARAGAN**

**MANAGEMENT COMMITTEES**

**APPENDIX NO.2**

**CONSUMPTION OF ALCOHOL TEMPLATE / EXAMPLE**

**Permit Number:**



*Property Local Laws*

**Section 3.15 Consumption of Alcohol**

<b>Licensee's Name:</b>	
<b>Address:</b>	
<b>Phone:</b>	
<b>Approved Location for proposed trading activity:</b>	Jurien Sport and Recreation Centre 3 Bashford Street, Jurien Bay WA 6516
<b>Nature of Activity Approved:</b>	
<b>Approved Hours of Operation:</b>	
<b>Approved Dates of Operation:</b>	
<b>Conditions:</b>	<ul style="list-style-type: none"><li>• The Licensee is responsible for the responsible serving of alcohol</li><li>• Alcohol consumption is restricted to the approved premises only and shall not be consumed outside of these premises</li><li>• Only invited guests or bona fide members of the licensee's group will consume liquor on the above mentioned premises and no others</li><li>• Patron waste must be placed in designated receptacles and the property left in a clean condition at all times</li></ul>

	<ul style="list-style-type: none"> <li>• See over for 2020 Guidelines on Alcohol. For more information visit <a href="http://www.nhmrc.gov.au/alcohol">www.nhmrc.gov.au/alcohol</a></li> </ul>
	<ul style="list-style-type: none"> <li>•</li> </ul>

<b>Signature of Authorised Issuing Officer:</b>	
---	--

<b>Designation of Issuing Officer:</b>	
<b>Date Permit Issued:</b>	

# Alcohol Guidelines

Australian guidelines to reduce  
health risks from drinking alcohol

## 1: HEALTHY ADULTS

Drink no more than  
10 standard drinks a **week**



AND

no more than 4 standard drinks  
on **any one day**



to reduce the risk of harm from alcohol.

The less you drink, the lower  
your risk of harm.

## 2: CHILDREN AND PEOPLE UNDER 18 YEARS OF AGE

Should not drink alcohol



to reduce the risk of harm from alcohol.

## 3: WOMEN WHO ARE PREGNANT OR BREASTFEEDING

Should not drink alcohol



to prevent harm from alcohol  
to their unborn child or baby.



## **MANAGEMENT COMMITTEES**

### **APPENDIX NO. 3**

#### **EXAMPLES OF BOOKING / HIRER CONTRACT**



# Jurien Community Centre Hirers Contract

Bashford Street  
Po Box 676  
Jurien Bay WA 6516  
Ph: 9652 0800  
Email: [reception@dandaragan.wa.gov.au](mailto:reception@dandaragan.wa.gov.au)

BOOKING SHEET / CONTRACT

Organisation: \_\_\_\_\_

Application for use / Event: \_\_\_\_\_

Contact Details: \_\_\_\_\_

Invoice to: \_\_\_\_\_

Today's Date: \_\_\_\_\_ Approx. No.s \_\_\_\_\_

Room / s required: \_\_\_\_\_

Date / s required: \_\_\_\_\_

Day: \_\_\_\_\_ Time: From \_\_\_\_\_ to \_\_\_\_\_

Setting up time: \_\_\_\_\_ Cleaning up time: \_\_\_\_\_

Equipment required: \_\_\_\_\_

Alcohol permit from Shire/Licensing Dept: Y \_\_\_\_\_ N \_\_\_\_\_ (sighted) Y / N

I \_\_\_\_\_ as a representative of \_\_\_\_\_

Agree to abide by the conditions of use of this facility.  
I /We agree to waiver our bond if the facility is not left in the condition it was found.  
I/We will be responsible for all activity within the facility during our use and acknowledge that I / We will lose our deposit/bond if I/We fail to return any key lent to Me/Us.  
I /We acknowledge that if we fail to notify the Jurien Community Centre that we wish to cancel our booking 24 hrs in advance I/We will forfeit any deposit amount/booking Fee.

Signed: \_\_\_\_\_ Date: \_\_\_\_\_  
-----

**OFFICE USE ONLY**

Room Venue: \_\_\_\_\_  
Key required: Y N      Key Number: \_\_\_\_\_  
Key Bond\$      Key returned: \_\_\_\_\_  
Area Hire Charge: \_\_\_\_\_  
Equipment Charge: \_\_\_\_\_ Subtotal: \_\_\_\_\_ Bond: \_\_\_\_\_ Total: \_\_\_\_\_

Authorising Officer: \_\_\_\_\_ Date: \_\_\_\_\_



## **MANAGEMENT COMMITTEES**

### **APPENDIX NO. 4**

#### **EXAMPLE OF EQUIPMENT HIRE CONTRACT**

**JURIEN SPORT AND RECREATION CENTRE  
EQUIPMENT HIRE AGREEMENT**

This Equipment Hire Agreement ("Agreement") is made and entered into on this \_\_\_ day of \_\_\_\_\_, 20, by and between:

**Jurien Sport and Recreation Centre** ("Centre"), operated by the Shire of Dandaragan, located at \_\_\_\_\_, and

**Hirer Name:** \_\_\_\_\_ ("Hirer")

**Address:** \_\_\_\_\_

**Phone:** \_\_\_\_\_ **Email:** \_\_\_\_\_

**1. Equipment Details**

The following equipment is being hired:

<b>Equipment Description</b>	<b>Quantity</b>	<b>Condition</b>	<b>Return Condition</b>
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

**2. Hire Period**

1. **Start Date & Time:** \_\_\_\_ / \_\_\_\_ / 20\_\_ at : AM/PM

2. **Return Date & Time:** \_\_\_\_ / \_\_\_\_ / 20\_\_ at : AM/PM

**3. Hire Fees & Payment**

4. The Hirer agrees to pay a hire fee of \$\_\_\_\_ **per day/hour** for the equipment.

5. A refundable security deposit of \$\_\_\_\_ is required before collection.

6. Payment must be made in full before the commencement of the hire period.

**7. Conditions of Use**

8. The Hirer is responsible for the proper use and care of the equipment during the hire period.

9. The Hirer must not alter, modify, or attempt to repair the equipment.

10. Any damage, loss, or theft of equipment must be reported immediately to the Centre.

11. The equipment must be returned in the same condition as it was hired.

**12. Liability & Indemnity**

13. The Hirer assumes full responsibility for any injury, damage, or loss arising from the use of the equipment.

14. The Centre is not liable for any personal injury, property damage, or third-party claims resulting from the Hirer's use of the equipment.

15. The Hirer agrees to indemnify and hold harmless the Centre from any claims, demands, or legal actions arising from equipment use.

**16. Return of Equipment**

17. The Hirer must return the equipment by the agreed date and time.

18. Late returns may incur an additional fee of \$\_\_\_\_ **per day/hour**.

19. The security deposit will be refunded upon return and inspection of the equipment, less any costs for damage or cleaning if applicable.

### 7. Cancellation & Refunds

- Cancellations must be made at least **48 hours** in advance for a full refund.
- No refunds will be issued for cancellations within **48 hours** of the hire period.
- If the Centre cancels the hire due to unforeseen circumstances, a full refund will be provided.

### 8. Agreement & Acknowledgment

By signing this Agreement, the Hirer acknowledges that they have read, understood, and agree to abide by the terms and conditions outlined above.

**Hirer Signature:** \_\_\_\_\_

**Date:** \_\_\_\_ / \_\_\_\_ / 20\_\_

**Centre Representative Signature:** \_\_\_\_\_

**Date:** \_\_\_\_ / \_\_\_\_ / 20\_\_

For any inquiries, please contact the Jurien Sport and Recreation Centre at:

**Phone:** \_\_\_\_\_

**Email:** \_\_\_\_\_



## **MANAGEMENT COMMITTEES**

### **APPENDIX NO. 5**

#### **EXAMPLE OF BUDGET**

## Example of a Profit and Loss (Xero)

# Profit and Loss

Demo Company (UK)

For the month ended 31 October 2022

	OCT 2022	SEP 2022	YEAR TO DATE
<b>Trading Income</b>			
Sales	14,496.51	11,419.79	35,553.59
<b>Total Trading Income</b>	<b>14,496.51</b>	<b>11,419.79</b>	<b>35,553.59</b>
<b>Cost of Sales</b>			
Purchases	700.00	1,250.00	1,950.00
<b>Total Cost of Sales</b>	<b>700.00</b>	<b>1,250.00</b>	<b>1,950.00</b>
<b>Gross Profit</b>	<b>13,796.51</b>	<b>10,169.79</b>	<b>33,603.59</b>
<b>Operating Expenses</b>			
Advertising & Marketing	-	7,044.79	8,711.46
Audit & Accountancy fees	-	46.96	140.88
Bank Fees	-	-	30.00
Cleaning	-	-	99.23
Entertainment-100% business	-	18.33	44.66
General Expenses	215.87	78.04	418.33
Light, Power, Heating	103.43	103.43	747.60
Motor Vehicle Expenses	342.79	123.75	649.29
Postage, Freight & Courier	94.19	-	94.19
Printing & Stationery	24.58	41.00	83.67
Rent	984.38	984.38	3,937.52
Repairs & Maintenance	-	-	886.30
Subscriptions	14.90	-	1,234.80
Telephone & Internet	45.11	42.92	164.48
Travel - National	201.67	-	230.75
<b>Total Operating Expenses</b>	<b>2,026.92</b>	<b>8,483.60</b>	<b>17,473.16</b>
<b>Net Profit</b>	<b>11,769.59</b>	<b>1,686.19</b>	<b>16,130.43</b>



## **MANAGEMENT COMMITTEES**

### **APPENDIX NO. 6**

#### **EXAMPLE OF BUDGET REQUEST**

**Subject: Budget Request for [Financial Year] Financial Year**

Dear CEO,

On behalf of \_\_\_\_\_ Recreation Centre Committee, I am writing to formally submit a budget request for consideration in the Shire of Dandaragan's [Financial Year] budget. Following consultation and site inspections with Shire officers, we have identified a number of maintenance and improvement works required at [Facility/Location].

The following items have been identified as priorities for funding:

1. **[Project/Item Name]** – Estimated Cost: [\$XX,XXX]  
*[Brief description and justification of the work, including safety, compliance, or operational benefits.]*
2. **[Project/Item Name]** – Estimated Cost: [\$XX,XXX]  
*[Brief description and justification of the work.]*
3. **[Project/Item Name]** – Estimated Cost: [\$XX,XXX]  
*[Brief description and justification of the work.]*

These works will ensure the ongoing functionality, safety, and usability of [Facility Name] for the benefit of the community. We have attached supporting documents, including inspection reports and quotations, for your reference.

We appreciate Council's continued support and consideration of this request. Please do not hesitate to contact me at [Your Phone Number] or [Your Email] should further information be required.

We look forward to your response and the opportunity to work with the Shire to improve community facilities.

Yours sincerely,

**[Your Name]**  
[Your Position]  
[Your Organisation's Name]



## **MANAGEMENT COMMITTEES**

### **APPENDIX NO. 7**

#### **EXAMPLE OF CLEANING SCHEDULE**

- Annual Cleaning Schedule – Community Facility
  - **Daily Tasks (Every day the facility is in use)**
  - Sweep and mop all floors (hallways, common areas, and restrooms).
  - Empty bins and replace liners.
  - Clean and disinfect toilets, sinks, and urinals.
  - Refill toilet paper, soap, and hand towels.
  - Wipe down kitchen surfaces, benches, and sinks.
  - Remove cobwebs from entrance areas.
- 
- **Weekly Tasks (Every Monday or as required)**
  - Vacuum and mop all floors, including skirting boards.
  - Clean and disinfect kitchen, including microwave, fridge handles, and benches.
  - Wipe down and sanitise high-touch surfaces (light switches, door handles, tables).
  - Check and scrub tiled surfaces in showers and wet areas.
  - Remove cobwebs from indoor corners, ceilings, and outdoor entrances.
  - Clean all glass doors and mirrors.
- 
- **Monthly Tasks (First week of each month)**
  - Deep clean and disinfect all toilets, sinks, and showers.
  - Wash and scrub all tiled areas (toilets, showers, and kitchen splashbacks).
  - Clean windows inside and out (weather permitting).
  - Wipe down walls, doors, and skirting boards.
  - Deep clean fridges and other kitchen appliances.
  - High-pressure wash outdoor tiled areas if applicable.
- 
- Deep Cleaning Tasks
  - **Autumn (March - May)**
  - Deep clean all floors – steam clean carpets, strip and reseal vinyl floors if needed.
  - Wash all interior and exterior windows.
  - Clean air vents and exhaust fans in kitchens and toilets.
  - Remove built-up dust and cobwebs from ceilings, beams, and outdoor areas.
  - Check and clean drains in bathrooms and kitchen.
  - **Winter (June - August)**
  - Deep clean showers, tiles, and grout to prevent mould build-up.
  - Wipe down and sanitise all communal furniture.
  - Dust and clean all light fixtures and ceiling fans.
  - Inspect and clean all heating vents or air conditioning filters.
  - Clean and degrease kitchen range hood and exhaust fans.
  - **Spring (September - November)**
  - High-pressure wash external paths, entryways, and outdoor areas.
  - Wash all interior and exterior windows.
  - Deep clean floors – scrub and polish tiles, strip and reseal vinyl flooring.
  - Thorough clean of all toilet and shower cubicles.
  - Remove cobwebs from eaves, windows, and external walls.
  - **Summer (December - February)**
  - Wipe down all walls and touchpoints (doors, handles, light switches).
  - Clean and disinfect all kitchen cupboards and storage spaces.
  - Wash and sanitise all bins inside and out.
  - Inspect and clean ventilation and air conditioning filters.
  - Check and deep clean tiled areas to prevent heat-related mould growth.

- 
- - Additional Notes:
  - Spot cleaning of spills and messes should be done immediately as needed.
  - Recordkeeping: A checklist should be used to track completed cleaning tasks.
  - Supplies: Ensure stock levels of cleaning products, gloves, bin liners, and equipment are monitored monthly.



## **MANAGEMENT COMMITTEES**

### **APPENDIX NO. 8**

#### **EXAMPLE MANAGEMENT COMMITTEE HANDOVER**



### Financials

Financial year: \_\_\_\_\_  
Banks accounts held with: \_\_\_\_\_  
Current signatories: \_\_\_\_\_  
Accountant/bookkeeper: \_\_\_\_\_  
Auditor or Reviewer: \_\_\_\_\_  
\_\_\_\_\_

### Insurance

Provider: \_\_\_\_\_  
Policy number: \_\_\_\_\_  
Current signatories: \_\_\_\_\_

### Committee meetings

Complete this section using the relevant information in the

Association's rules How often does the committee meet

*e.g. monthly, quarterly* Notice requirements \_\_\_\_\_

for committee meetings: Quorum for \_\_\_\_\_

committee meetings: \_\_\_\_\_

### Custody of records

Record	Current custodian or storage location
<input type="checkbox"/> Rules/Constitution	
<input type="checkbox"/> Certificate of Incorporation	
<input type="checkbox"/> Licences and registration certificates	
<input type="checkbox"/> Register of Members	
<input type="checkbox"/> Record of Office Holders	
<input type="checkbox"/> Member application forms	
<input type="checkbox"/> Financial records <i>e.g. cash book, receipt book, tax invoices</i>	
<input type="checkbox"/> Banking records	
<input type="checkbox"/> Employee records <i>e.g. contracts, payment summaries, superannuation</i>	
<input type="checkbox"/> Financial reports	
<input type="checkbox"/> Contracts and agreements <i>e.g. insurance contracts, finance and lease agreements</i>	

<input type="checkbox"/> Meeting minutes	
<input type="checkbox"/> Correspondence	
<input type="checkbox"/> Policies and procedures	
<input type="checkbox"/> Website/Facebook details	
<input type="checkbox"/>	
<input type="checkbox"/>	

**Reporting responsibilities**

Reporting requirement	Reported to	Due date
Associations Information Statement	Consumer Protection through AssociationsOnline	Within 6 months after the end of every financial year.
Changes to address or address for service	Consumer Protection through AssociationsOnline	Within 28 days of a change occurring



## Westpork Moora – Agaton Road Wind Farm

### Application for Planning Approval-Amendment 2025 (Rev 1)



**Prepared for:** Shire of Dandaragan  
**Date:** September 2025  
**Project Developer:** Advanced Energy Resources

<b>Revision Control</b>			
<b>Revision</b>	<b>Date</b>	<b>Author</b>	<b>Approved</b>
R1	07/11/2025	E. Blackley	L. Castelli

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## 1. Introduction

### 1.1. Background

Advanced Energy Resources (AER) is a diverse West Australian solar installer, electricity retailer, renewable energy generator and project developer with extensive experience in the development, construction and operation of renewable energy and micro-grid power stations.

AER received development approval from the Shire of Dandaragan in April 2021 (Document ID: 174661) for a total of up to 8 wind turbines of 500 kW capacity at a total overall height of 86 metres.

In July 2022 AER was granted approval to amend the wind turbine design to 1800 kW wind turbines with a total overall height of 95 metres, at the original proposed (approximate) locations.

In 2024 AER erected and commissioned into operation 2 turbines. To date the remaining approved 6 turbines have not been installed.

This proposed amendment to the original application would be to reduce the size and change the location for the remaining 6 turbines.

### 1.2. Proposal

AER is proposing to install up to six (6) smaller wind turbines (bringing to a total of 8) at the Westpork Agaton Road site. The wind turbines will be small, refurbished units, sourced from a recently decommissioned wind farm at Esperance, WA.

Due to the much lower maximum height of the 220 kW wind turbines of <45m compared to the height of the 2 existing wind turbines (95m) (See Figure 1) the preferred site would be moved to a higher elevation up to 40m higher, due West of the existing wind turbines.

Attachment 1 – Site Plan shows the proposed location of the wind turbines on the property.

Attachment 2 – Topographic Plan shows the changed elevation of the proposed turbines on the property.

The total project capital cost is estimated to be \$1,000,000.

The main electricity energy usage at a piggery is for shed heating, cooling and ventilation. The electricity generated by the wind turbines will offset electricity required from the electricity network and, at times of low on-site demand, excess renewable electricity will be exported to the local electricity network. The proposal will reduce the greenhouse impact of the piggery and supply approximately 80% of the Westpork's annual electricity requirements with renewable energy.

The proposal includes the following major elements:

- Up to six (6) 0.22 MW wind turbines, instead of already approved larger 1.8 MW wind turbines
- Each wind turbine will be mounted on a tower of maximum 30m height, with blade length maximum 13.5m resulting in a total maximum tip height of 44m;
- Generator, power conversion equipment and control system housed within the hub and base of the wind turbines;
- Ground mounted electrical transformer located next to the base of the wind turbines;
- Approximately 1km of underground powerline to connect the wind turbines to the existing private microgrid network;

### 1.3. Traffic Management

The transport and construction program is not expected to impose a noticeable increase in road usage around the site and surrounding towns. Transport requirements to bring the turbines to the farm would be conducted of a timeframe of 3-5 days. Approximately 5 “B-double” road train loads will be required to transport all equipment to site. The installation of the proposed small wind turbines typically requires less than 40 cubic metres of concrete in the foundation construction - subject to the geotechnical and structural consultants’ final design. It is likely the concrete would be batched and trucked from Moora, over a period of approximately 1 week. It is envisaged that less than 10 truck movements per day would occur during this period of constructing the footings. The erection of turbines would require a 100 tonne crane that would remain on site for the duration of the erection works. Otherwise only light vehicles will be required for access and egress of the site during normal daytime hours.

No noticeable impact to the community from the transport and construction is anticipated.

### 1.4. Heritage

The site is cleared farmland and there are no known heritage sites that have been identified on the property.

### 1.5. Reference Documents

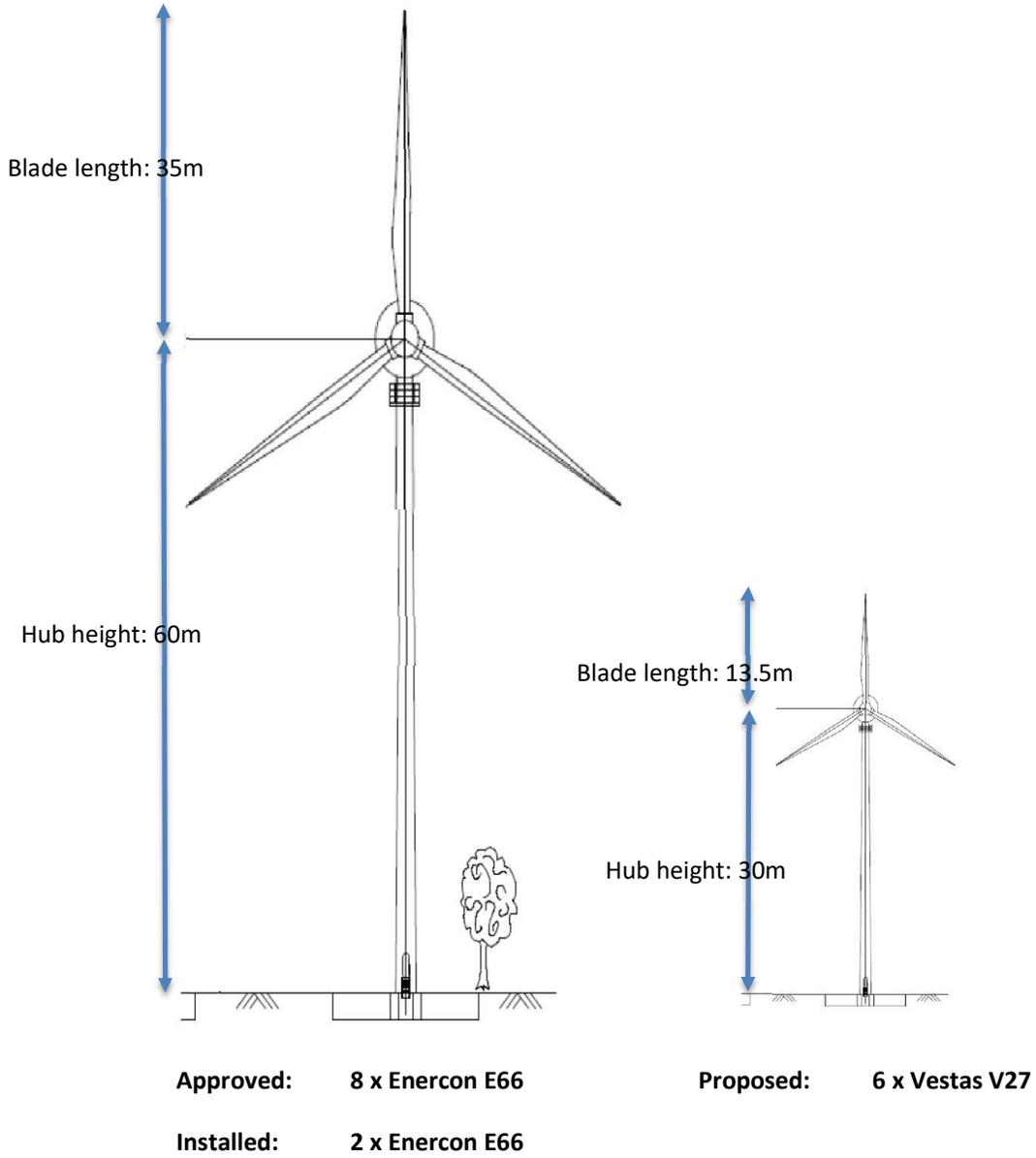
Please refer to the following documents with regard to this project:

Doc 1: Development Approval – Lot 3616 Agaton Road ID: 174661

Doc 2: Wind Farm Planning Amendment Letter 20220519

Doc 3: Amendment Approval Letter - 898 Agaton Road, Dandaragan

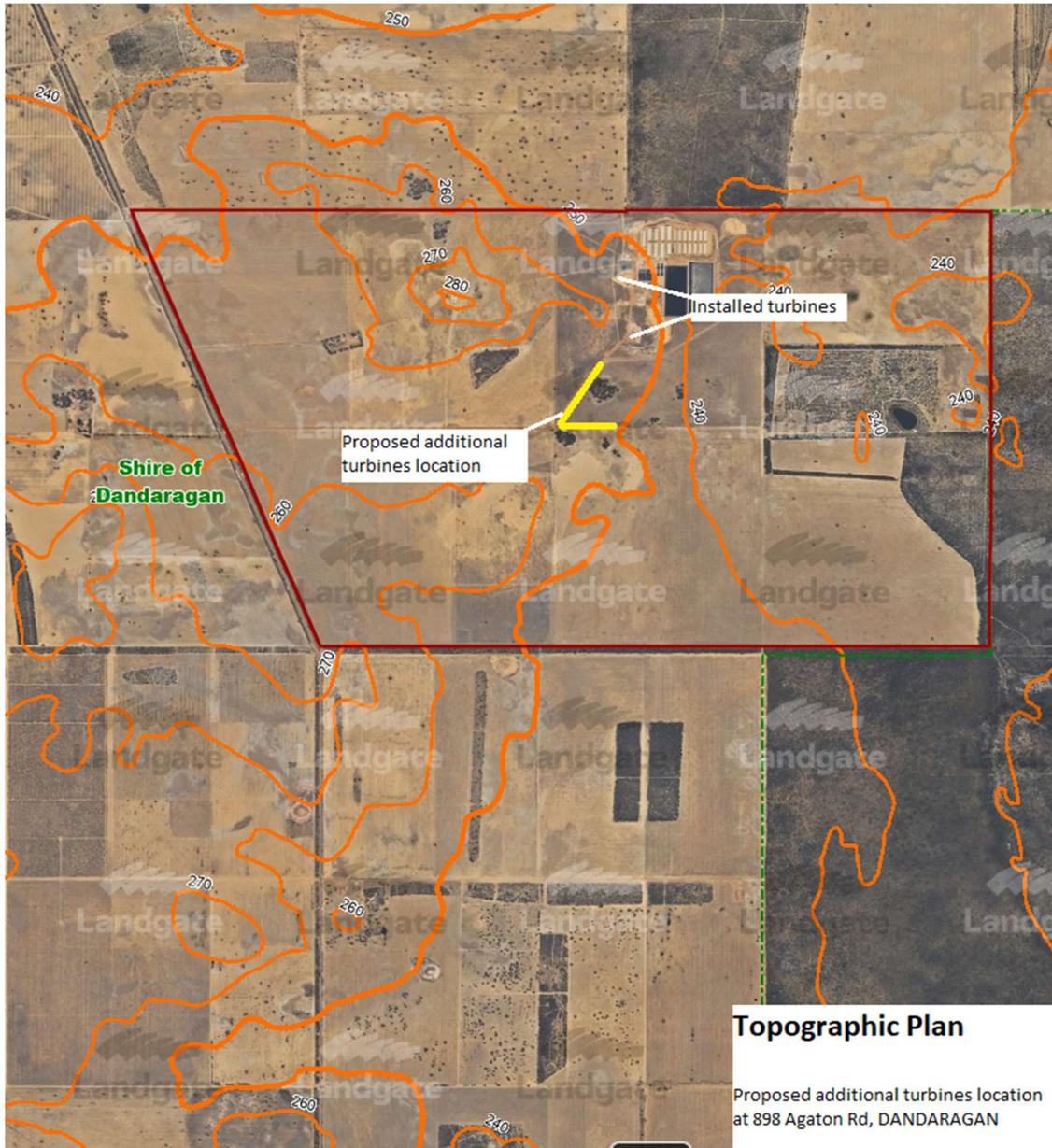
**Figure 1 Wind Turbine Dimensions Comparison**



**Attachment 1      Site Plan**



## Attachment 2 Topographic Plan



Document ID: 174661  
Enquiries: Rory Mackay (08) 9652 0800



Oliver Scheidegger  
Advanced Energy Resources  
112 North Lake Road  
MYAREE WA 6154

27 April 2021

Dear Oliver,

**PROPOSED WIND TURBINES – 898 AGATON ROAD, DANDARAGAN.**

I refer to the above application and advise that the Shire of Dandaragan Council granted development approval at the Ordinary Meeting of Council held on 22 April 2021.

Accordingly attached is a formal 'Notice of Development Approval' which you are encouraged to read thoroughly and become familiar with the respective conditions of approval. Should you have any further queries, please contact the undersigned at the Jurien Bay Administration Centre during normal office hours.

Furthermore, should you be aggrieved by this decision, or any conditions imposed, there is a Right of Review under the *Planning and Development Act 2005* (the Act). An application for Review must be submitted in accordance with Part XIV of the Act within 28 days of the date of this decision to:

The State Administrative Tribunal  
GPO Box U1991  
PERTH WA 6845

Yours faithfully,

A handwritten signature in blue ink, appearing to read "Rory Mackay".

Rory Mackay  
**PLANNING OFFICER**



## PLANNING AND DEVELOPMENT ACT 2005

### DETERMINATION ON APPLICATION FOR DEVELOPMENT APPROVAL

**Location:** 898 Agaton Road, Dandaragan

**Lot:** 3616

**Plan / Diagram:** 206451

**Volume No:** 1828

**Folio:** 949

**Application Date:** 29.01.2020

**Received on:** 12.02.2021

**Description of proposed development:** Wind Turbines

**The application for development approval is:** Approved

- granted subject to the following conditions:  
 refused for the following reason (s):

#### Conditions:

1. The development shall be generally in accordance with the approved plans and specifications unless otherwise conditioned by this approval.
2. This approval is for up to maximum of 8 wind turbines.
3. The proponent shall provide a Traffic Management Plan to Main Roads WA and the Shire of Dandaragan prior to the commencement of construction. The Traffic Management Plan shall address: transportation of materials to the development site; obtaining the necessary written approvals / permits from Main Roads Heavy Vehicle Services branch; and any upgrades required to the local road network to facilitate the development's heavy haulage. All costs applicable shall be borne by the proponent.
4. The proponent shall repair any damage to the local road network as reasonable determined to be connected with the development as determined by and to the satisfaction of the Shire of Dandaragan. All costs applicable shall be borne by the proponent.
5. The transportation of materials, goods and commodities to and from the development shall be conducted so that dust emissions have minimal impact on the locality.
6. The proponent shall develop and implement a post construction noise monitoring program at the noise sensitive receptors to assess compliance of the operational Wind Farm with the noise limits to the satisfaction of the Shire of Dandaragan.

7. The proponent shall implement a bird mortality monitoring program for the life of the development to the satisfaction of the Shire of Dandaragan.
8. Decommissioning of the above ground plant and equipment on the subject land will commence within a period of 12 months from termination of operations and be completed within a time period to the satisfaction of the Shire of Dandaragan. This will occur following submission by the proponent of a plan outlining the process of decommissioning.

**Advice Notes:**

- A. Should the Applicant be aggrieved by the decision (in part or whole) there is a right pursuant to the *Planning and Development Act 2005* to have the decision reviewed by the State Administrative Tribunal. Such an Application must be lodged within twenty-eight (28) days from the date of the decision.
- B. This approval is not an authority to ignore any constraint to development on the land which may exist through contract or on title, such as an easement, memorial or restrictive covenant. It is the responsibility of the applicant and landowner and not the Shire of Dandaragan to investigate any such constraints before commencing development. This approval will not necessarily have regard to any such constraint to development, regardless of whether or not it has been drawn to the Shire of Dandaragan's attention.
- C. This is a development approval of the Shire of Dandaragan under its *Local Planning Scheme No.7*. It is not a building permit or an approval to commence or carry out development under any other law. It is the responsibility of the applicant/landowner to obtain any other necessary approvals, consents, permits and licenses required under any other law, and to commence and carry out development in accordance with all relevant laws.
- D. Failure to comply with any of the conditions of this development approval constitutes an offence under the provisions of the *Planning and Development Act 2005* and the Shire of Dandaragan *Local Planning Scheme No.7* and may result in legal action being initiated by the Shire of Dandaragan.

Signed:



Dated:

23.04.2021

for and on behalf of the Shire of Dandaragan.

## 3.6 C-3FHP06 – Financial Hardship Policy

### OBJECTIVE

Council acknowledges that due to exceptional circumstances ratepayers and debtors may, at times, encounter difficulty in paying rates and service charges as they fall due.

Whilst acknowledging all landowners/debtors should make an equitable contribution toward funding the cost of the provision of the essential services provided by the Shire, it is not the intention of Council to cause hardship to any person through the Council's debt recovery procedures and consideration will be given to acceptable arrangements to clear any debt.

The objective of this Policy is to have a consistent, collaborative, and supportive approach to recovery and collection of debts including rates and service charges whilst recognising the need to ensure that all payments due are collected, in order to deliver Shire of Dandaragan services.

### Definitions

Term	Meaning
Act	Local Government Act 1995
Debtor	A person or entity that is responsible for the payment of services rendered by the Shire of Dandaragan
<u>Debt Management Policy</u>	<u>The Shire of Dandaragan's Council Policy titled "Debt Management Policy"</u>
Exceptional Circumstances	Unusual, uncommon, or abnormal situations that are beyond a person's control and not caused by their own actions or inaction
Financial Hardship	where a change in a person's circumstances results in them being unable to pay rates and service charges without affecting their ability to meet their basic living needs, or the basic living needs of their dependants
<u>Immediate Family</u>	<u>A person's spouse, de facto partner, child, parent, grandparent, grandchild, or sibling</u>
Policy	<u>This Shire of Dandaragan Council policy titled "Financial Hardship"</u>
Ratepayer	A person or entity that is responsible for the payment of rates to the Shire of Dandaragan

### POLICY STATEMENT

#### 1 Payment difficulties, hardship, and vulnerability

Payment difficulties, or short-term financial hardship, occur where a change in a person's circumstances result in an inability to pay a rates or service charge debt.

Financial hardship occurs where a person is unable to pay rates and service charges without affecting their ability to meet their basic living needs, or the basic living needs of their dependants. Furthermore, the Shire of Dandaragan recognises the likelihood that a declared State of Emergency will increase the occurrence of payment difficulties, financial hardship, and vulnerability in our community. This policy is intended to apply to all ratepayers or debtors

experiencing financial hardship regardless of their status, be they a property owner, tenant, or business owner.

## 2 Financial Hardship Criteria

While evidence of hardship will be required, the Shire recognises that not all circumstances are alike and will take a flexible approach to a range of individual circumstances including, but not limited to, the following situations:

- a) Recent unemployment or under-employment
- b) Sickness or recovery from sickness
- c) Low income or loss of income
- d) Unanticipated circumstances such as caring for and supporting immediate extended-family members.

Ratepayers or debtors are encouraged to provide as much information as possible to support their individual circumstances, which will be taken into consideration during the assessment process. Preference will be for ratepayers or debtors to enter into a reasonable payment proposal. The Shire will consider all circumstances, applying the principles of fairness, integrity, and confidentiality whilst complying with statutory responsibilities.

## 3 Payment Arrangements

Payment arrangements will be facilitated in accordance with Section 6.49 of the Act and of an agreed frequency and amount to align with the Shire's Debt Management Policy. These arrangements will consider the following:

- a) That a ratepayer/debtor has made genuine effort to meet rate and service charge obligations in the past.
- b) The payment arrangement will establish a known end date that is realistic and achievable.

The ratepayer/debtor will be responsible for informing the Shire of Dandaragan of any change in circumstance that jeopardises the agreed payment schedule.

In the case of severe Financial Hardship, the Shire reserve the right to consider waiving additional charges or interest (excluding the late payment interest applicable to the Emergency Services Levy).

## 4 Interest Charges

A ratepayer that meets the Financial Hardship Criteria and enters into a payment arrangement may request a suspension or waiver of interest charges. Applications will be assessed on a case-by-case basis.

## 5 Deferral of Rates

Deferral of rates may apply for ratepayers who have a Pensioner Card, State Concession Card or Seniors Card and Commonwealth Seniors Health Care Card registered on their property. The deferred rates balance:

- a) remains as a debt on the property until paid.
- b) becomes payable in full upon the passing of the pensioner or if the property is sold or if the pensioner ceases to reside in the property.
- c) may be paid at any time, but the concession will not apply when the rates debt is subsequently paid (deferral forfeits the right to any concession entitlement); and
- d) does not incur penalty interest charges.

## 6 Debt recovery

The Shire will suspend its debt recovery processes while negotiating a suitable payment arrangement with a ratepayer/debtor. Where a ratepayer/debtor is unable to make payments in accordance with the agreed payment arrangement and the ratepayer/debtor makes an alternative payment arrangement with the Shire before defaulting on the 3<sup>rd</sup> due payment, the Shire will continue to suspend all debt recovery processes. Further information regarding the Shire's approach to debt recovery please refer to \*\*\*\*Debt Management Policy.

Where a ratepayer/debtor has not reasonably adhered to an agreed payment plan, then for any rates or service charge debt that remains outstanding on 1 July of any financial year, the Shire may offer the ratepayer or debtor one further opportunity of adhering to a payment plan that will clear the total debt by the end of that financial year.

Rates and service charge debts that remain outstanding at the end of the said financial year, may be subject to the rates debt recovery procedures prescribed in the Act.

## 7 Review

The Shire will establish a mechanism for review of decisions made under this Policy and advise ratepayers/debtors of their right to seek review and the procedure to be followed.

## 8 Communication and Confidentiality

The Shire will maintain strict confidential communications and will only communicate with a nominated support person or other third party at the ratepayers/debtors request.

The Shire will advise ratepayers/debtors of this Policy and its application, when communicating in any format (iei.e., verbal or written) with a ratepayer/debtor with an outstanding rate or service charge debt.

The Shire recognises that applicants for hardship consideration are experiencing additional stressors and may have complex needs. The Shire will provide additional time to respond to communication and will communicate in alternative formats where appropriate. The Shire will ensure all communication with applicants is clear and respectful at all times

## 9 Related Documentation / Legislation

- a) Local Government Act 1995
- b) Local Government (Financial Management) Regulations 1996
- c) Shire of Dandaragan Financial Hardship Application Form
- d) Ombudsman Western Australia publication: 'Local Government collection of overdue rates for people in situations of vulnerability: Good Practice Guidance'
- e) Shire of Dandaragan Debt Management Policy

<b>Policy Number</b>	3.6 – C-3FHP06 Financial Hardship Policy
<b>Adopted by Council</b>	28 September 2023
<b>Amended</b>	

## 3.7 C-3DMP07– Debt Management Policy

### **PART A- Policy**

#### **OBJECTIVE**

To establish a clear, fair, and consistent framework for the recovery and management of debts owed to the Shire of Dandaragan (the Shire), including rates, service charges, and sundry debts. This policy complements C-3FHP06 Financial Hardship Policy by outlining processes for debt recovery while maintaining fairness and transparency.

#### **DEFINITIONS**

Account	Any amount of money owed to the Shire
Debtor	A person or entity responsible for the payment of services rendered by the Shire of Dandaragan
Financial Hardship	Where payment would affect the debtor's ability to meet basic living needs
Payment Arrangement	A formal agreement between the Shire and debtor to pay outstanding amounts over time
Ratepayer	A person or entity responsible for the payment of rates to the Shire of Dandaragan
Write Off	The accounting removal of a debt after all reasonable recovery steps have been taken

#### **POLICY STATEMENT**

##### **1. Guiding principles**

In achieving this, the following principles will be followed:

- Fairness and consistency
- Early engagement
- Proportionality
- Confidentiality and respect
- Compliance with legislation

##### **2. Relationship to C-3FHP06 Financial Hardship Policy**

The Financial Hardship Policy governs hardship assessments and assistance. This policy focuses on recovery processes and governance while pausing enforcement during hardship arrangements.

##### **3. Roles and responsibilities**

- Executive Manage Corporate Services will oversee all matters relating to Debt Management.
- Chief Executive Officer will oversee all matters relating to write-offs or as sub-delegated.
- Debt Collection Agency or Lawyers will execute recovery of debt under the Shire's instruction.

#### **4. Debt Recovery Process**

If the Account is not paid by the due date set out in the Letter of Demand, the Shire will institute legal proceedings against the ratepayer in a court of the appropriate jurisdiction. This will normally be within the jurisdiction of the Magistrates' Court of Western Australia but may be issued out of another court where appropriate. Legal fees may be added to the Account at this stage in accordance with s 6.56 Local Government Act 1995 (WA)

After judgment is obtained in the Shire's favour, the Shire will enforce judgment in accordance with the Civil Judgments Enforcement Act 2004 (WA). This includes but is not limited to:

- a. means inquiry;
- b. property seizure and sale order over goods; and
- c. property seizure and sale order over land.

If the above methods are unable to satisfy the Account, or the Shire otherwise elects, the Shire may pursue payment of the debt by the following means:

- a. in the case of a corporation: issuing a statutory demand, and if the demand remains unpaid, issuing proceedings for an order winding up the company; or
- b. in the case of a natural person: issuing a bankruptcy notice, and if the notice remains unpaid, issuing proceedings for a sequestration order; or
- c. local government action as described below.

#### **5. Local Government Action**

Where the Account is unpaid, and:

- a. identifying or locating the ratepayer is frustrated; or
- b. the ratepayer has a poor compliance history; or
- c. the Account is not indebted enough to warrant legal proceedings

The Shire may use methods prescribed in s 6.60 and 6.64 Local Government Act 1995 (WA) to recover the amount unpaid. These methods are:

- a. garnishing the rent payable by the lessee;
- b. leasing the land;
- c. sell the land;
- d. transfer the land to the Crown; and
- e. transferring the land to the Shire.

#### **6. Concession Holders**

For the purposes of this policy Concession Holder means recognised under the *Rates and Charges (Rebates and Deferrals) Act 1992 (WA)* as eligible for a state government rebate or to defer their rates.

The Account, if held by a Concession Holder will only be sent for legal action after rubbish charges are two or more years in arrears. Legal action may be commenced on an Account held by Concession Holder if there is another ratepayer on the Account who is not a Concession Holder.

Any legal action to be commenced by the Shire against a Concession Holder will be approved by the Executive Manager Corporate Services.

## **7. Payment Arrangements**

The Shire encourages ratepayers to contact them on (08) 9652 0800 if they are unable to meet their obligations set out in their rates notice in order to negotiate a payment arrangement.

In assessing a payment arrangement, the Shire will consider:

- a. the time over which payment will be made (preferably within 12 months);
- b. the compliance history of the ratepayer;
- c. the time between the when the Account became unpaid and contact from the ratepayer;
- d. the reason for non-payment of the Account; and
- e. any other factors deemed relevant by the Shire.

The Shire in assessing cl 7(a) will prefer arrangements that are completed within the financial year it begins. The Shire in assessing cl 7(b) will prefer arrangements with ratepayers with a good compliance history. The Shire in assessing cl 7(c) will prefer arrangements where contact with the Shire has been made without recovery processes beginning. The Shire in assessing cl 7(d) will prefer arrangements that are required due to events which are unforeseeable and unlikely to continue.

Payment arrangements only exist if a letter confirming the arrangement has been issued by the Shire. That is to say, valid payment arrangements are not entered into by the Shire's acquiescence, silence, non-response or by accepting payments.

Statutory interest, administration and recovery costs may apply. These may be waived as per C-3FHP06 – Financial Hardship Policy.

## **8. Communication and Confidentiality**

The Shire will maintain strict confidential communications and will only communicate with a nominated support person or other third party at the ratepayers/debtors written request.

The Shire will advise ratepayers/debtors of this Policy and its application, when communicating in any format (i.e. verbal or written) with a ratepayer/debtor with an outstanding rate or service charge debt.

The Shire recognises that applicants for hardship consideration are experiencing additional stressors and may have complex needs. The Shire will provide additional time to respond to communication and will communicate in alternative formats where appropriate. The Shire will ensure all communication with applicants is clear and respectful at all times.

## **9. Related Documentation / Legislation**

- a) Local Government Act 1995
- b) Local Government (Financial Management) Regulations 1996
- c) Shire of Dandaragan Financial Hardship Application Form

d) Ombudsman Western Australia publication: 'Local Government collection of overdue rates for people in situations of vulnerability: Good Practice Guidance'

<b>Policy Number</b>	
<b>Adopted by Council</b>	
<b>Amended</b>	

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## APPROVALS REPORT (BUILDING APPLICATION) - 01-DEC-2025 -> 31-DEC-2025

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BA Number — <b>2025 / 00166</b>	Owner — <b>Faunus Pan Pty Ltd</b>	New Floor Space —
Property — <b>1414RRN Cervantes Road, Nambung</b>	<b>283 Rockeby Road</b>	ABS Code — <b>51</b>
Property Area — <b>1644.3000 Hectares</b>	<b>SUBIACO WA 6008</b>	Floor Material — <b>Not Specified</b>
Type Of Work — <b>BA1 (Class 10a Outbuilding)</b>	Builder — <b>Castlerock Developments Pty Ltd</b>	Wall Material — <b>Not Specified</b>
Value Of Work — <b>\$80,007</b>	<b>PO Box 503</b>	Roof Material — <b>Not Specified</b>
VEN Number — <b>1258063</b>	<b>BULLSBROOK WA 6084</b>	Frame Material — <b>Not Specified</b>

BA Number — <b>2025 / 00167</b>	Owner — <b>A B Jeffrey, C S Halliley</b>	New Floor Space —
Property — <b>690Lot Hamelin Avenue, Jurien Bay</b>	<b>10 Miami Way</b>	ABS Code — <b>51</b>
Property Area — <b>0.0805 Hectares</b>	<b>JURIEN BAY WA 6516</b>	Floor Material — <b>Not Specified</b>
Type Of Work — <b>BA1 (Class 1a Dwelling)</b>	Builder — <b>Ipv Construction Pty Ltd</b>	Wall Material — <b>Not Specified</b>
Value Of Work — <b>\$731,210</b>	<b>1 Bernardini Court</b>	Roof Material — <b>Not Specified</b>
VEN Number — <b>1584286</b>	<b>GWELUP WA 6018</b>	Frame Material — <b>Not Specified</b>

BA Number — <b>2025 / 00175</b>	Owner — <b>B S Pereira, Z D Gonzales</b>	New Floor Space —
Property — <b>8 Heitman Close, Jurien Bay</b>	<b>48 Wentletrap Way</b>	ABS Code — <b>51</b>
Property Area — <b>0.0969 Hectares</b>	<b>MULLALOO WA 6027</b>	Floor Material — <b>Not Specified</b>
Type Of Work — <b>BA1 (Class 1a Dwelling)</b>	Builder — <b>Modular Wa</b>	Wall Material — <b>Not Specified</b>
Value Of Work — <b>\$406,523</b>	<b>PO Box 1786</b>	Roof Material — <b>Not Specified</b>
VEN Number — <b>710371</b>	<b>WANGARA WA 6947</b>	Frame Material — <b>Not Specified</b>

BA Number — <b>2025 / 00170</b>	Owner — <b>C A Sawyer, B J Milligan</b>	New Floor Space —
Property — <b>14 Heitman Close, Jurien Bay</b>	<b>14 Heitman Close</b>	ABS Code — <b>51</b>
Property Area — <b>0.1705 Hectares</b>	<b>JURIEN BAY WA 6516</b>	Floor Material — <b>Not Specified</b>
Type Of Work — <b>BA2 (Class 10b Swimming Pool)</b>	Builder — <b>C A Sawyer, B J Milligan</b>	Wall Material — <b>Not Specified</b>
Value Of Work — <b>\$3,300</b>	<b>14 Heitman Close</b>	Roof Material — <b>Not Specified</b>
VEN Number — <b>710374</b>	<b>JURIEN BAY WA 6516</b>	Frame Material — <b>Not Specified</b>

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## APPROVALS REPORT (BUILDING APPLICATION) - 01-DEC-2025 -> 31-DEC-2025

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BA Number	2025 / 00178	Owner	D J & R D Spicer	New Floor Space	
Property	237LOT Zendora Road, Jurien Bay		30 Carr Way	ABS Code	51
Property Area	3.0500 Hectares		EXMOUTH WA 6707	Floor Material	Not Specified
Type Of Work	BA1 (Class 1a Dwelling)	Builder	D J & R D Spicer	Wall Material	Not Specified
Value Of Work	\$300,000		30 Carr Way	Roof Material	Not Specified
VEN Number	1505392		EXMOUTH WA 6707	Frame Material	Not Specified

BA Number	2025 / 00139	Owner	D A & J A Van Der Veldon	New Floor Space	
Property	6 Hawaii Road, Jurien Bay		6 Hawaii Road	ABS Code	51
Property Area	0.0809 Hectares		JURIEN BAY WA 6516	Floor Material	Not Specified
Type Of Work	BA2 (Class 10a Carport)	Builder	D A & J A Van Der Veldon	Wall Material	Not Specified
Value Of Work	\$3,800		6 Hawaii Road	Roof Material	Not Specified
VEN Number	710246		JURIEN BAY WA 6516	Frame Material	Not Specified

BA Number	2025 / 00151	Owner	M M & M C Lever	New Floor Space	
Property	65RRN Belinda Loop, Jurien Bay		PO Box 891	ABS Code	51
Property Area	4.4777 Hectares		JURIEN BAY WA 6516	Floor Material	Not Specified
Type Of Work		Builder	M M & M C Lever	Wall Material	Not Specified
Value Of Work	\$100,000		PO Box 891	Roof Material	Not Specified
VEN Number	1482724		JURIEN BAY WA 6516	Frame Material	Not Specified

BA Number	2025 / 00154	Owner	K F & M M Barrett, Atf West Neds Trust	New Floor Space	
Property	1018RRN Marchagee Track, Badgingarra		PO Box 568	ABS Code	51
Property Area	2007.6000 Hectares		ESPERANCE WA 6450	Floor Material	Not Specified
Type Of Work		Builder	K F & M M Barrett, Atf West Neds Trust	Wall Material	Not Specified
Value Of Work	\$40,000		PO Box 568	Roof Material	Not Specified
VEN Number	1426901		ESPERANCE WA 6450	Frame Material	Not Specified

## APPROVALS REPORT (BUILDING APPLICATION) - 01-JAN-2026 -> 31-JAN-2026

BA Number _____ <b>2025 / 00169</b>	Owner _____ <b>B J Taylor, J G Hayles</b>	New Floor Space _____
Property _____ <b>6 Pinetree Circuit, Jurien Bay</b>	<b>PO Box 497</b>	ABS Code _____ <b>51</b>
Property Area _____ <b>0.0860 Hectares</b>	<b>JURIEN BAY WA 6516</b>	Floor Material _____ <b>Not Specified</b>
Type Of Work _____ <b>BA2 (Class 10a Outbuilding)</b>	Builder _____ <b>Jurien Bay Building</b>	Wall Material _____ <b>Not Specified</b>
Value Of Work _____ <b>\$28,000</b>	<b>16 Grigson Street</b>	Roof Material _____ <b>Not Specified</b>
VEN Number _____ <b>1236802</b>	<b>JURIEN BAY WA 6516</b>	Frame Material _____ <b>Not Specified</b>

BA Number _____ <b>2025 / 00177</b>	Owner _____ <b>M F Purcell</b>	New Floor Space _____
Property _____ <b>775Lot Middleton Boulevard, Jurien Bay</b>	<b>PO Box 514</b>	ABS Code _____ <b>51</b>
Property Area _____ <b>0.0708 Hectares</b>	<b>JURIEN BAY WA 6516</b>	Floor Material _____ <b>Not Specified</b>
Type Of Work _____ <b>BA1 (Class 1a Dwelling)</b>	Builder _____ <b>M F Purcell</b>	Wall Material _____ <b>Not Specified</b>
Value Of Work _____ <b>\$330,000</b>	<b>PO Box 514</b>	Roof Material _____ <b>Not Specified</b>
VEN Number _____ <b>1584340</b>	<b>JURIEN BAY WA 6516</b>	Frame Material _____ <b>Not Specified</b>

BA Number _____ <b>2025 / 00171</b>	Owner _____ <b>E J &amp; T S Coppola</b>	New Floor Space _____
Property _____	<b>184 Warwick Road</b>	ABS Code _____ <b>51</b>
Property Area _____	<b>DUNCRAIG WA 6023</b>	Floor Material _____ <b>???</b>
Type Of Work _____ <b>BA2 (Class 10a Outbuilding)</b>	Builder _____	Wall Material _____ <b>???</b>
Value Of Work _____ <b>\$50,000</b>		Roof Material _____ <b>Steel</b>
VEN Number _____		Frame Material _____ <b>Steel</b>

BA Number _____ <b>2025 / 00180</b>	Owner _____ <b>A N Manns, S L Wood</b>	New Floor Space _____
Property _____	<b>PO Box 678</b>	ABS Code _____ <b>51</b>
Property Area _____	<b>JURIEN BAY WA 6516</b>	Floor Material _____ <b>Not Specified</b>
Type Of Work _____ <b>BA2 (Class 10a Patio)</b>	Builder _____ <b>A J P Tapsell</b>	Wall Material _____ <b>Steel</b>
Value Of Work _____ <b>\$12,000</b>	<b>PO Box 731</b>	Roof Material _____ <b>Steel</b>
VEN Number _____	<b>JURIEN BAY WA 6516</b>	Frame Material _____ <b>Not Specified</b>

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## APPROVALS REPORT (BUILDING APPLICATION) - 01-JAN-2026 -> 31-JAN-2026

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BA Number \_\_\_\_\_ **2025 / 00187**  
Property \_\_\_\_\_  
Property Area \_\_\_\_\_  
Type Of Work \_\_\_\_\_ **BA2 (Outbuilding (Shed))**  
Value Of Work \_\_\_\_\_ **\$14,751**  
VEN Number \_\_\_\_\_

Owner \_\_\_\_\_ **J M Haylock**  
**6 Eden Way**  
**JURIEN BAY WA 6516**  
Builder \_\_\_\_\_

New Floor Space \_\_\_\_\_  
ABS Code \_\_\_\_\_ **51**  
Floor Material \_\_\_\_\_ **Not Specified**  
Wall Material \_\_\_\_\_ **Steel**  
Roof Material \_\_\_\_\_ **Steel**  
Frame Material \_\_\_\_\_ **Steel**

BA Number \_\_\_\_\_ **2026 / 00001**  
Property \_\_\_\_\_ **24 Middleton Boulevard**  
Property Area \_\_\_\_\_  
Type Of Work \_\_\_\_\_  
Value Of Work \_\_\_\_\_ **\$6,000**  
VEN Number \_\_\_\_\_

Owner \_\_\_\_\_ **J E & D R Eacott**  
**PO Box 986**  
**JURIEN BAY WA 6516**  
Builder \_\_\_\_\_

New Floor Space \_\_\_\_\_  
ABS Code \_\_\_\_\_ **51**  
Floor Material \_\_\_\_\_  
Wall Material \_\_\_\_\_  
Roof Material \_\_\_\_\_  
Frame Material \_\_\_\_\_

BA Number \_\_\_\_\_ **2025 / 00185**  
Property \_\_\_\_\_ **69 Belinda Loop, Jurien Bay**  
Property Area \_\_\_\_\_  
Type Of Work \_\_\_\_\_ **BA2 (Outbuilding (Shed))**  
Value Of Work \_\_\_\_\_ **\$67,000**  
VEN Number \_\_\_\_\_

Owner \_\_\_\_\_ **R W Alford**  
**PO Box 212**  
**JURIEN BAY WA 6516**  
Builder \_\_\_\_\_

New Floor Space \_\_\_\_\_  
ABS Code \_\_\_\_\_ **51**  
Floor Material \_\_\_\_\_ **Concrete**  
Wall Material \_\_\_\_\_ **Steel**  
Roof Material \_\_\_\_\_ **Steel**  
Frame Material \_\_\_\_\_ **Steel**

BA Number \_\_\_\_\_ **2025 / 00168**  
Property \_\_\_\_\_ **56 Shearwater Drive, Jurien Bay**  
Property Area \_\_\_\_\_ **0.0896 Hectares**  
Type Of Work \_\_\_\_\_ **BA2 (Class 1a Dwelling)**  
Value Of Work \_\_\_\_\_ **\$400,000**  
VEN Number \_\_\_\_\_ **710097**

Owner \_\_\_\_\_ **J W & M M Cornelius, L Nelmes**  
**45 Hawkstone Street**  
**COTTESLOE WA 6011**  
Builder \_\_\_\_\_ **Projects 115 Pty Ltd**  
**Unit 1/18 Griffin Drive**  
**DUNSBOROUGH WA 6281**

New Floor Space \_\_\_\_\_  
ABS Code \_\_\_\_\_ **51**  
Floor Material \_\_\_\_\_ **Not Specified**  
Wall Material \_\_\_\_\_ **Not Specified**  
Roof Material \_\_\_\_\_ **Not Specified**  
Frame Material \_\_\_\_\_ **Not Specified**

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## APPROVALS REPORT (BUILDING APPLICATION) - 01-JAN-2026 -> 31-JAN-2026

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BA Number	2026 / 00007	Owner	L M & H Hermans	New Floor Space	
Property	124LOT Jurien Bay Vista, Jurien Bay		Lot 124 Jurien Bay Vista	ABS Code	51
Property Area	4.0492 Hectares		JURIEN BAY WA 6516	Floor Material	Not Specified
Type Of Work	BA2 (Class 10b Water Tank)	Builder	Kingspan Water And Energy Pty Limited	Wall Material	Not Specified
Value Of Work	\$18,000		54 Collopy Road	Roof Material	Not Specified
VEN Number	1313708		PERTH 6055	Frame Material	Not Specified

BA Number	2026 / 00008	Owner	L M & H Hermans	New Floor Space	
Property	124LOT Jurien Bay Vista, Jurien Bay		Lot 124 Jurien Bay Vista	ABS Code	51
Property Area	4.0492 Hectares		JURIEN BAY WA 6516	Floor Material	Not Specified
Type Of Work	BA2 (Outbuilding (Shed))	Builder	Dynamic Steelworks	Wall Material	Not Specified
Value Of Work	\$70,000		Lot 161 Jurien Bay Vista	Roof Material	Not Specified
VEN Number	1313708		JURIEN BAY WA 6516	Frame Material	Not Specified

BA Number	2026 / 00009	Owner	Rhoman Holdings Pty Ltd Atf S B Trust, Yachad Pty Ltd	New Floor Space	
Property	8805RRN Brand Highway, Dandaragan		6/21 Wanneroo Road	ABS Code	51
Property Area	408.6000 Hectares		JOONDANNA WA 6060	Floor Material	Not Specified
Type Of Work	BA2 (Class 10b Water Tank)	Builder	Water Torque	Wall Material	Not Specified
Value Of Work	\$14,080		13 Edwards Place	Roof Material	Not Specified
VEN Number	2352138		MUCHEA WA 6501	Frame Material	Not Specified

BA Number	2025 / 00173	Owner	K R Teakle	New Floor Space	
Property	3 Barcelona Drive, Cervantes		PO Box 689	ABS Code	51
Property Area	0.0861 Hectares		INGLEWOOD WA 6932	Floor Material	Not Specified
Type Of Work	BA2 (Class 10a Outbuilding)	Builder	Swan Aussie Sheds	Wall Material	Not Specified
Value Of Work	\$35,915		PO Box 58	Roof Material	Not Specified
VEN Number	709720		JURIEN BAY WA 6516	Frame Material	Not Specified

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## APPROVALS REPORT (BUILDING APPLICATION) - 01-JAN-2026 -> 31-JAN-2026

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BA Number \_\_\_\_\_ **2025 / 00186**

Property \_\_\_\_\_

Property Area \_\_\_\_\_

Type Of Work \_\_\_\_\_ **BA1 (Residential Class 1 (Dwelling))**

Value Of Work \_\_\_\_\_ **\$523,040**

VEN Number \_\_\_\_\_

Owner \_\_\_\_\_ **Ardross Estates**

**C/- Sinclair Knight Merz**

**PO Box H615, Perth, 6001**

Builder \_\_\_\_\_

New Floor Space \_\_\_\_\_

ABS Code \_\_\_\_\_ **51**

Floor Material \_\_\_\_\_ **Concrete**

Wall Material \_\_\_\_\_ **Steel**

Roof Material \_\_\_\_\_ **Steel**

Frame Material \_\_\_\_\_ **Steel**

BA Number \_\_\_\_\_ **2026 / 00003**

Property \_\_\_\_\_ **16 Dover Way, Jurien Bay**

Property Area \_\_\_\_\_ **0.0700 Hectares**

Type Of Work \_\_\_\_\_ **BA2 (Patio / Pergola)**

Value Of Work \_\_\_\_\_ **\$6,000**

VEN Number \_\_\_\_\_ **1636386**

Owner \_\_\_\_\_ **N R Hitchcock, D I Mudie**

**PO Box 914**

**JURIEN BAY WA 6516**

Builder \_\_\_\_\_

New Floor Space \_\_\_\_\_

ABS Code \_\_\_\_\_ **51**

Floor Material \_\_\_\_\_ **Not Specified**

Wall Material \_\_\_\_\_ **Not Specified**

Roof Material \_\_\_\_\_ **Not Specified**

Frame Material \_\_\_\_\_ **Not Specified**

BA Number \_\_\_\_\_ **2026 / 00006**

Property \_\_\_\_\_ **8805RRN Brand Highway, Dandaragan**

Property Area \_\_\_\_\_ **408.6000 Hectares**

Type Of Work \_\_\_\_\_ **BA1 (Outbuilding (Shed))**

Value Of Work \_\_\_\_\_ **\$217,000**

VEN Number \_\_\_\_\_ **2352138**

Owner \_\_\_\_\_ **Rhoman Holdings Pty Ltd Atf S B Trust, Yachad Pty Ltd**

**6/21 Wanneroo Road**

**JOONDANNA WA 6060**

Builder \_\_\_\_\_ **Auspan**

**15 Corbett Street**

**GNOWANGERUP WA 6335**

New Floor Space \_\_\_\_\_

ABS Code \_\_\_\_\_ **51**

Floor Material \_\_\_\_\_ **Not Specified**

Wall Material \_\_\_\_\_ **Not Specified**

Roof Material \_\_\_\_\_ **Not Specified**

Frame Material \_\_\_\_\_ **Not Specified**

BA Number \_\_\_\_\_ **2026 / 00010**

Property \_\_\_\_\_ **9 Almeria Street, Cervantes**

Property Area \_\_\_\_\_ **0.0600 Hectares**

Type Of Work \_\_\_\_\_ **BA2 (Residential Class 1 (Dwelling))**

Value Of Work \_\_\_\_\_ **\$150,000**

VEN Number \_\_\_\_\_ **1806703**

Owner \_\_\_\_\_ **Landcorp**

**Locked Bag 5**

**Perth Business Cnetre, PERTH WA 6849**

Builder \_\_\_\_\_ **G S Walton**

**PO Box 80**

**CERVANTES WA 6511**

New Floor Space \_\_\_\_\_

ABS Code \_\_\_\_\_ **51**

Floor Material \_\_\_\_\_ **Not Specified**

Wall Material \_\_\_\_\_ **Not Specified**

Roof Material \_\_\_\_\_ **Not Specified**

Frame Material \_\_\_\_\_ **Not Specified**

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## APPROVALS REPORT (BUILDING APPLICATION) - 01-JAN-2026 -> 31-JAN-2026

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BA Number — 2026 / 00014  
Property — 3 Skua Way, Jurien Bay  
Property Area — 0.0750 Hectares  
Type Of Work — BA1 (Class 1a Dwelling)  
Value Of Work — \$977,000  
VEN Number — 1464471

Owner — N L & A R Guy, J&M Investments Au Pty Ltd  
19 Kerswell Way  
WARNBRO WA 6169  
Builder — Wa Country Builders Pty Ltd  
12 Bayly Street  
GERALDTON WA 6530

New Floor Space —  
ABS Code — 51  
Floor Material — Not Specified  
Wall Material — Not Specified  
Roof Material — Not Specified  
Frame Material — Not Specified

BA Number — 2026 / 00016  
Property — 14 Dover Way, Jurien Bay  
Property Area — 0.0700 Hectares  
Type Of Work — BA2 (Patio / Pergola)  
Value Of Work — \$7,500  
VEN Number — 1636385

Owner — C Munro, T S Kearsley  
14 Dover Way  
JURIEN BAY WA 6516  
Builder — A J Wilde  
4 Andalusia Street  
CERVANTES WA 6511

New Floor Space —  
ABS Code — 51  
Floor Material — Not Specified  
Wall Material — Not Specified  
Roof Material — Not Specified  
Frame Material — Not Specified

BA Number — 2025 / 00172  
Property — 60 Shearwater Drive, Jurien Bay  
Property Area — 0.0922 Hectares  
Type Of Work — BA2 (Class 10a Outbuilding)  
Value Of Work — \$29,000  
VEN Number — 710099

Owner — E S Bowman-Bragg, M J Walsh  
4 Anketell Court  
ONSLOW WA 6710  
Builder — Mgi Constructions Pty Ltd  
Unit 1, 55 Erceg Road  
YANGEBUP WA 6164

New Floor Space —  
ABS Code — 51  
Floor Material — Not Specified  
Wall Material — Not Specified  
Roof Material — Not Specified  
Frame Material — Not Specified

BA Number — 2025 / 00132  
Property — Lot 1230 Moonlight Crescent, Jurien Bay  
Property Area — 0.0754 Hectares  
Type Of Work — BA2 (Class 1a Dwelling)  
Value Of Work — \$400,000  
VEN Number — 1738415

Owner — A L Trentini, O V Rojas Paredes  
28 Chindwin Loop  
HILBERT WA 6112  
Builder — Jurien Bay Building  
16 Grigson Street  
JURIEN BAY WA 6516

New Floor Space —  
ABS Code — 51  
Floor Material — Not Specified  
Wall Material — Not Specified  
Roof Material — Not Specified  
Frame Material — Not Specified

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## APPROVALS REPORT (BUILDING APPLICATION) - 01-JAN-2026 -> 31-JAN-2026

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BA Number ——— **2025 / 00136**  
Property ——— **232RRN Ridge Way, Jurien Bay**  
Property Area — **4.0024 Hectares**  
Type Of Work — **BA2 (Class 1a Dwelling)**  
Value Of Work — **\$200,000**  
VEN Number — **1576521**

Owner ——— **R H & P L Ziere**  
**PO Box 913**  
**JURIEN BAY WA 6516**  
Builder ——— **R H & P L Ziere**  
**PO Box 913**  
**JURIEN BAY WA 6516**

New Floor Space ———  
ABS Code ——— **51**  
Floor Material ——— **Not Specified**  
Wall Material ——— **Not Specified**  
Roof Material ——— **Not Specified**  
Frame Material ——— **Not Specified**

BA Number ——— **2025 / 00182**  
Property ——— **736Lot Hamelin Avenue, Jurien Bay**  
Property Area — **0.0820 Hectares**  
Type Of Work — **BA2 (Class 1a Dwelling)**  
Value Of Work — **\$349,600**  
VEN Number — **1584305**

Owner ——— **M A Sanders**  
**70 Robinson Street**  
**GINGIN WA 6503**  
Builder ——— **Coast Edge Development**  
**32 Woodbine Loop**  
**TAPPING WA 6065**

New Floor Space ———  
ABS Code ——— **51**  
Floor Material ——— **Not Specified**  
Wall Material ——— **Not Specified**  
Roof Material ——— **Not Specified**  
Frame Material ——— **Not Specified**

## SUMMARY OF PLANNING DECISIONS MADE DURING - DECEMBER 2025

Delegation Register Reference	Type of Work	D/A Number	Applicants Name	Owners Name	Property Address	Date Accepted	Date Approved	Days To Approve	Determined By	Recommendation/Outcome
Delegated	Outbuilding	2025 / 00145	Swan Aussie Constructions	K R Teakle	3 Barcelona Drive, Cervantes	5-Nov-25	2-Dec-25	28	Alex MacKenzie - MDP	Approved with condit
Delegated	Dwelling & BE	2025 / 00139	R J Holt	R J Holt	145LOT Jurien Bay Vista, Jurien Bay	29-Oct-25	4-Dec-25	37	Alex MacKenzie - MDP	Approved with condit
Delegated	Outbuilding	2025 / 00157	Midwest Sheds And Garages	R W Alford	207LOT Belinda Loop, Jurien Bay	26-Nov-25	9-Dec-25	14	Alex MacKenzie - MDP	Approved with condit
Delegated	Outbuilding Relocation	2025 / 00162	Cervantes Community Men'S Shed Inc	Her Majesty Queen Elizabeth 11	2 Biscay Street, Cervantes	28-Nov-25	10-Dec-25	13	Alex MacKenzie - MDP	Approved with condit
Delegated	Dwelling	2025 / 00134	A S & K N Hay	A S & K N Hay	17LOT Wren Way, Jurien Bay	15-Oct-25	10-Dec-25	57	Alex MacKenzie - MDP	Approved with condit
Delegated	Dwelling & Outbuilding	2025 / 00148	J M Davies, R C French	J M Davies, R C French	14 Favorite Close, Jurien Bay	14-Nov-25	11-Dec-25	28	Alex MacKenzie - MDP	Approved with condit
Delegated	Retaining Wall	2025 / 00151	Mst Consultancy & Services	S L Green	11 Bluewater Drive, Jurien Bay	17-Nov-25	11-Dec-25	25	Alex MacKenzie - MDP	Approved with condit
Delegated	Outbuilding	2025 / 00153	J M & P D Brenton	J M & P D Brenton	169Lot Sailfish Way, Jurien Bay	18-Nov-25	11-Dec-25	24	Alex MacKenzie - MDP	Approved with condit
Delegated	Caretakers Dwelling	2025 / 00150	K F & M M Barrett, Atf West Neds Trust	K F & M M Barrett, Atf West Neds Trust	1018RRN Marchagee Track, Badgingarra	18-Nov-25	11-Dec-25	24	Alex MacKenzie - MDP	Approved with condit
Delegated	Carport & Additions	2025 / 00152	T R Pantling, S B James-Pantling	T R Pantling, S B James-Pantling	343RRN Ridge Way, Jurien Bay	19-Nov-25	11-Dec-25	23	Alex MacKenzie - MDP	Approved with condit
Delegated	Signage	2025 / 00165	Jurien Bay Resort Pty Ltd	Jurien Bay Resort Pty Ltd	1 Casuarina Crescent, Jurien Bay	10-Dec-25	12-Dec-25	3	Alex MacKenzie - MDP	Approved with condit
Council Decision	Met Mast	2025 / 00147	Element Advisory	Tronox Management Pty Ltd, Yalgoo Minerals Pty Ltd	Lot 3 Brand Highway, Dandaragan	17-Nov-25	18-Dec-25	32	Council OMC	Approved with condit

## SUMMARY OF PLANNING DECISIONS MADE DURING - JANUARY 2026

Delegation Register Reference	Type of Work	D/A Number	Applicants Name	Owners Name	Property Address	Date Accepted	Date Approved	Days To Approve	Determined By	Recommendation/Outcome
Delegated	Outbuilding & Associated	2025 / 00143	Action Sheds Australia Pty Ltd	E S Bowman-Bragg, M J Walsh	60 Shearwater Drive, Jurien Bay	4-Nov-25	14-Jan-26	72	Louis Fouche	Approved with condit
Delegated	Dwelling	2025 / 00149	D M Cz Build Pty Ltd	C & A Paz	143RRN Sulina Crescent, Jurien Bay	17-Nov-25	15-Jan-26	60	Louis Fouche	Approved with condit
Delegated	Outbuilding	2025 / 00160	Complete Approvals	A D Wanklyn	3LOT Wren Way, Jurien Bay	28-Nov-25	15-Jan-26	49	Louis Fouche	Approved with condit
Delegated	Dwelling, Shed, Water Tank	2025 / 00164	R C & B J Fabry	R C & B J Fabry	150LOT Jurien Bay Vista, Jurien Bay	5-Dec-25	16-Jan-26	43	Louis Fouche	Approved with condit
Delegated	Change of Class	2025 / 00166	W Gilotti	W Gilotti	75RRN Sulina Crescent, Jurien Bay	17-Dec-25	23-Jan-26	38	Louis Fouche	Approved with condit
Delegated	Change of Class	2026 / 00005	E A & R A West	E A & R A West	106RRN Flying Foam Way, Jurien Bay	28-Jan-26	30-Jan-26	3	Louis Fouche	Approved with condit

# Electoral Reform Discussion Paper

## 1. Background

### 1.1. Purpose

The purpose of this discussion paper is to request Council-endorsed Local Government feedback to inform WALGA's advocacy on Local Government electoral reforms expected to be proposed by the State Government, specifically:

- full spill elections every 4 years; and
- compulsory voting at Local Government elections

These options have been raised in statements by the Minister for Local Government, Hon Hannah Beazley MLA, but no formal proposals have yet been provided for consultation. While WALGA has relevant advocacy positions (discussed further below), the purpose of this discussion paper is to undertake early sector engagement to ensure WALGA's positions reflect the sector's current views and enable timely, well-informed and effective engagement with the anticipated State Government reform proposals.

### 1.2. WALGA existing advocacy positions

#### 1.2.1. Elections

WALGA has established advocacy positions reflecting the sector's support of voluntary voting and elections of half the offices on Council every two years. These advocacy positions are provided in Appendix 1.

In late 2024 WALGA conducted a review of its Elections Advocacy Positions to ensure they reflected the sector's contemporary view.

Local Government responses at that time indicated strong (98%) support for half spills every two years, which was reflected in the adopted Advocacy Position [2.5.16 Elections](#).

While voluntary voting was supported by an overall majority of responses (74%), compulsory voting was supported by a majority (64%) of metropolitan respondents and a majority (61%) of Class 1 and 2 respondents.

State Council requested that the WALGA secretariat undertake further investigation of the implications of compulsory and voluntary participation in Local Government elections before reporting back to State Council.

In the interim, Advocacy Position [2.5.15 Participation in Local Government Elections](#) was retained, expressing support for voluntary voting with a note that further work was being undertaken.

This investigation was ongoing when the Minister for Local Government raised the prospect of further Local Government election reform.

A State by State comparison of electoral statistics is provided in Appendix 2.

## 1.2.2. Election costs

In 2024, WALGA conducted a review of five Local Government biennial election cycles up to and including the 2023 Local Government elections. The review demonstrated significant cost increases and concerns about the lack of transparency in costings provided by the Western Australian Electoral Commission (WAEC).

In September 2024, State Council adopted Advocacy Position [2.5.18 Local Government Elections Analysis 2015-2023](#), calling for an independent audit of the WAEC's cost allocation methods and the introduction of Service Level Agreements to ensure transparency of costing methodology.

Cost implications are a relevant consideration in assessing the appropriateness of any proposed electoral reform. However, the current lack of transparency in costing methodology makes it impossible to confidently forecast cost impacts.

This discussion paper seeks to identify the factors associated with each reform proposal that may affect election costs. This is further complicated by the interaction of possible reform options and external economic factors.

WALGA has requested that the Department of Local Government, Regulation and Industry Safety (LGIRS) and the Western Australian Electoral Commission, undertake modelling to identify the cost implications of any proposed reforms.

A comparison of available electoral costs data, State by State, is included as Table 4 in Appendix 2.

WALGA has contacted other Local Government associations to ask if they have experienced changes in costs associated with [compulsory four-year, all-in all-out](#), local government elections. As this has been the approach in most jurisdictions for some time, responses were largely unable to address changes in cost.

## 2. Election Frequency

### Current situation

Western Australia holds biennial elections, with half of the offices on Council elected every two years for four-year terms. All other Australian jurisdictions hold full spill elections every four years (four-year terms).

### Considerations

Considerations include:

- Voter participation and fatigue
- Continuity, knowledge retention and mentorship for new Council Members
- Stable whole-of-Council mandate and collective accountability
- Capacity for candidate recruitment
- Administrative requirements
- Extraordinary vacancies and backfilling
- Timing and transitional arrangements

### Re-election rates

WALGA has analysed the composition of Councils following the last two Local Government elections in other Australian jurisdictions, all of which have full spill elections. A comparison of available data on re-election rates is included as Table 2 in Appendix 2.

This data suggests that on average, re-elected Council Members make up between 47% and 57% of Council following full spill elections.

By comparing over 700 consecutive ordinary election results, the review identified nine occasions when the membership of Council following an ordinary election was 100% different from the Council following the previous ordinary election. However, four of these local governments held mid-term extraordinary elections, meaning the changes in membership occurred over two or more elections within a four-year period.

### **Costs**

In one respect, a change to a four-year cycle would reduce costs by reducing the number of elections. However, the cost of each election may increase. The WAEC uses the number of vacancies to inform quotations for the conduct of elections. Full spill elections would double the number of vacancies, with possible increased costs associated with printing and postage and increased staffing for the count.

WALGA cannot definitively determine an overall cost impact to Local Government without the requisite cost-modelling from the WAEC. WALGA has requested that the WAEC provide this modelling to LGIRS. The cost impact of a change in election frequency may also vary between Local Governments.

### **Questions**

1. Does your Local Government support half spill elections every two years or full spill elections every four years?
2. What are the key considerations informing this view?
3. If full spill elections every four years were introduced, what transitional arrangements and consequential amendments may be required?
4. Any other comments?

## **3. Compulsory or Voluntary Voting**

### **Current situation**

Voting in Local Government elections is voluntary in Western Australia and South Australia. All other Australian jurisdictions have compulsory voting.

### **Considerations**

Considerations include:

- Voter participation and democratic legitimacy
- Voter engagement, awareness and/or fatigue
- Administrative and enforcement requirements
- Application to owner and occupier rolls

### **Participation rates**

A comparison of available participation data is included as Table 3 in Appendix 1.

### **Costs**

The WAEC uses expected participation rates to inform quotations for the conduct of elections. It is likely that an increased participation rate would increase election costs through higher reply-paid charges and increased staffing for the count. However, in-person elections become more cost effective than postal elections at higher participation rates.

WALGA cannot definitively determine an overall cost impact to Local Government without the requisite cost-modelling from the WAEC. WALGA has requested that the WAEC provide this modelling to LGIRS. The cost impact of compulsory voting may also be different for each Local Government depending on their current participation rates and methods for holding elections, and whether these would change significantly.

Tasmania implemented compulsory voting in Local Government elections in 2022. Local Government Association Tasmania (LGAT) advised that this resulted in reasonably significant cost increases. The Tasmanian Electoral Commission reported a \$9.32 per elector cost for the first compulsory Local Government elections in 2022, a 35% increase from \$6.92 in 2018. An analysis of the factors contributing to this increase is not available and it may be challenging to draw direct comparisons between Tasmania and WA.

It is likely that the cost impact of compulsory voting would be moderated if elections also transition to a 4 yearly cycle.

DRAFT

### Questions

5. Does your Local Government support compulsory voting or voluntary voting in Local Government elections?
6. If the frequency of Local Government elections were changed to every 4 years, would your Local Government support compulsory or voluntary voting?
7. What are the key considerations informing this view?
8. Any other comments?

DRAFT

# Appendix 1- WALGA Elections Advocacy Positions

## 2.5.15 Participation in Local Government Elections

Position Statement	<p>The Local Government sector supports voluntary participation in Local Government elections.</p> <p><i>Noting that State Council at its 6 December 2024 State Council meeting resolved that the WALGA Secretariat further investigate implications of compulsory and voluntary participation in Local Government elections and report back to State Council.</i></p>
Background	<p>Voluntary participation in Local Government elections is a long-established position of the Local Government sector, and was confirmed as a result of sector feedback received during the Local Government reform process.</p>
State Council Resolution	<p>December 2024 - 090.5/2024</p> <p>February 2022 – 312.1/2022</p> <p>December 2020 – 142.6/2020</p> <p>March 2019 – 06.3/2019</p> <p>December 2017 – 121.6/2017</p> <p>October 2008 – 427.5/2008</p>
Supporting Documents	<p>Advocacy Positions for a New Local Government Act</p> <p>WALGA submission: Local Government Reform Proposal (February 2022)</p>

## 2.5.16 Elections

Position Statement	<p>The Local Government sector supports:</p> <ol style="list-style-type: none"> <li>1. Councillors serve four-year terms with elections every two years and half of the Council positions spilled at each election.</li> <li>2. First-Past-The-Post (FPTP) voting system for Local Government elections. If Optional Preferential Voting (OPV) remains as the primary method of voting, the sector supports the removal of the 'proportional' part of the voting method for general elections.</li> <li>3. First-Past-The-Post (FPTP) voting system for internal Council elections.</li> </ol>
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4. Councils holding elections by means of in-person, postal and/or electronic voting.
5. Current legislative provisions of Mayor/President of Class 1 and Class 2 Local Governments being directly elected by the community and Class 3 and Class 4 Local Governments determining whether its Mayor or President is elected by the Council or by the community.

#### Background

The sector positions on Local Government elections have been long-established. This was confirmed as a result of sector feedback received during the Local Government reform process.

Following the 2023 Local Government Elections where legislative reforms to Local Government elections processes were first implemented, sector wide consultation was conducted on key elements of the elections advocacy positions to determine if they accurately reflected the sector's contemporary view.

#### State Council Resolution

December 2024 - 091.5/2024

February 2022 – 312.1/2022

December 2020 – 142.6/2020

March 2019 – 06.3/2019

December 2017 – 121.6/2017

October 2008 – 427.5/2008

## 2.5.18 Local Government Elections Analysis 2015-2023

#### Position Statement

That WALGA advocate to the State Government:

1. For an independent Local Government election audit, focusing on the Western Australia Electoral Commission's (WAEC) service delivery and cost allocation methods and costing applications used, to confirm that marginal cost recovery principles are applied and that the costing program is being effectively managed.
2. For the requirement for the WAEC to develop and implement Service Level Agreements with Local Governments, similar to those agreements currently used in New South Wales and Victorian Local Government elections and that includes:
  - a. transparency of costing methodology,
  - b. direct engagement with Local Governments pre and post elections, and
  - c. the roles and responsibilities of the WAEC and Local Governments in the conduct of elections.

3. For a review of the legislative framework that would allow for more than one election services provider to conduct Local Government elections.
4. For a mandated WAEC Report to Parliament specific to Local Government elections post each election cycle, outlining costs, results, voter turnout and matters for improvement both in the conduct of elections and the legislation, if relevant.

## Background

A comprehensive review and analysis of five election cycles up to and including the 2023 Local Government election against the backdrop of legislative reforms to the Local Government electoral process in Western Australia was carried out by WALGA.

With a focus on postal elections conducted exclusively by the Western Australian Electoral Commission (WAEC), the analysis has found evidence of the rising cost and reduced service level of conducting Local Government elections in Western Australia.

Elected Member feedback, costs vs service comparisons and engagement by the sector with WALGA's governance services over the 2023 Local Government election period, are the basis for the position outlined above.

## State Council Resolution

September 2024 - 065.4/2024

# Appendix 2 - Election Statistics

*The data in the following tables is derived from publicly available reports issued by the respective State Electoral Commissions for the elections they conducted. The different content and format of reporting in each jurisdiction can make direct comparisons challenging.*

**Table 1: Comparative overview**

Jurisdiction	Compulsory/optional voting	Frequency	Postal/In Person
Western Australia	Optional	Half spill every 2 years	Postal or in person
South Australia	Optional	Full spill every 4 years.	Postal.
Northern Territory	Compulsory	Full spill every 4 years	Postal or in person.
Queensland	Compulsory	Full spill every 4 years.	Postal or in person.
New South Wales	Compulsory	Full spill every 4 years.	In person.
Victoria	Compulsory	Full spill every 4 years.	Postal
Tasmania	Compulsory	Full spill every 4 years.	Postal

**Table 2: Average percentage of returning Council Members (at individual Council level)**

*States with full spills only. Calculated using publicly reported ordinary election results including elections conducted by private providers.*

State	Most recent election year Average % of Council Members who were Council Members the previous term	Previous election year Average % of Council Members who were Council Members the previous term
Queensland	<b>2024</b> 47%	<b>2021</b> 49%
New South Wales	<b>2024</b> 54%	<b>2021</b> 49%
Victoria	<b>2024</b> 46%	<b>2020</b> 47%
South Australia	<b>2022</b> 57%	<b>2018</b> 48%
Tasmania	<b>2022</b> 53%	<b>2018</b> 54%

**Table 3: Percentage of all elected candidates who were returning Council Members (at State level)**

*States with full spills only. Official state level percentage reported by electoral commissions for elections they conducted.*

State	Most recent election year % of returning Council Members	Previous election year % of returning Council Members
Queensland	<b>2024</b> 43.2%	<b>2021</b> 46.0%
New South Wales	<b>2021</b> 56.8%	<b>2016/17 (amalgamations)</b> 60.6%
Victoria	<b>2024</b> 43.0%	<b>2020</b> 51.9%
South Australia	<b>2022</b> 50.0%	<b>2018</b> 55.3%
Tasmania	<b>2022</b> 46.0%	<b>2018</b> 48.0%

**Table 4: Election participation rates**

State	Election Year	Election Year	Election Year
WA	<b>2023</b> 31.2%	<b>2021</b> 30.2%	<b>2019</b> 29.1%
NSW	<b>2024</b> 84.54%	<b>2021 (2020 postponed)</b> 83.56%	<b>2016/2017 (amalgamations)</b> <b>2017:</b> 79.58% <b>2016:</b> 79.27%
NT	<b>2025</b> <i>Official report not yet available.</i>	<b>2021</b> 61.3%	<b>2017</b> 58.5%
QLD	<b>2024</b> 82.31%	<b>2020 (COVID impacted)</b> 77.71%	<b>2016</b> 83.04%
SA	<b>2022</b> 32.9%	<b>2018</b> 31.6%	<b>2014</b> 31.99%
TAS	<b>2022 (First election with compulsory voting)</b> 84.79%	<b>2018</b> 58.72%	<b>2014</b> 54.58%
VIC	<b>2024</b> 81.46%	<b>2020</b> 81.47%	<b>2016</b> 72.15%

**Table 5: Election costs**
*Election costs invoiced to Local Governments.*

State	Election Year	Election Year	Election Year
WA	<b>2023</b> <i>postal elections only</i> \$5.17 per elector 1,763,392 electors (115 districts)	<b>2021</b> <i>postal elections only</i> \$4.06 per elector 1,727,712 electors (92 districts)	<b>2019</b> <i>postal elections only</i> \$3.70 per elector 1,619,431 electors (86 districts)
NSW	<b>2024</b> \$55.67million 5,242,086 electors (125 councils)	<b>2021</b> \$46million ( <i>budgeted</i> ) 4,838,137 electors (122 councils)	<b>2016/2017</b> <b>2017</b> \$19.17 million 2.73 million electors (45 councils) <b>2016</b> \$14.11 million 1.97million electors (76 councils)
NT	<b>2025</b> NA	<b>2021</b> \$1,864,193 142,546 electors	<b>2017</b> \$1,593,775 133,927 electors
SA	<b>2022</b> \$8.93million (ex GST) \$6.93 per elector (ex GST)	<b>2018</b> \$6.57million (ex GST) \$5.41 per elector (ex GST)	<b>2014</b> \$4.36million (ex GST) \$3.77 per elector (ex GST)
TAS	<b>2022</b> <i>voting became compulsory</i> \$9.32 per elector 410,975 electors	<b>2018</b> \$6.92 per elector 356,810 electors	<b>2014</b> <i>first all-in all-out</i> \$5.59 per elector 375,355 electors

*Note: Data in this table is taken from reports published by the relevant Electoral Commissions. Due to differences in the ways electoral costs are apportioned, a per elector cost is only provided if it was reported. Data for QLD and VIC is not clearly discernible in Election Reports, and therefore not presented in this table.*



## MONTHLY REPORT

<b>Date:</b>	January 2026
<b>Visitor Centre customers:</b>	1254
<b>Telephone calls:</b>	497
<b>Sandy Cape enquiries (phone, website &amp; email):</b>	460
<b>Merchandise sales:</b>	338 items   \$2,236

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Sandy Cape Camping for the period 1 March to 31 May opened for bookings on 1 February. School holiday and public holiday periods booked out quickly.



## LIBRARIES MONTHLY REPORT

**Date: January 2026**

Table 1

This figure shows the number of items borrowed / renewed from each library (monthly circulation):

User Library	Number of Items
Badgingarra Library	205
Cervantes Library	141
Dandaragan Library	23
Jurien Bay Library	430

Table 2

This figure shows the number of users who have borrowed/renewed items from each library (user count):

User Library	Number of Users
Badgingarra Library	39
Cervantes Library	26
Dandaragan Library	20
Jurien Bay Library	131

Table 3

This figure shows the number of new memberships from each library:

User Library	New Memberships
Badgingarra Library	0
Cervantes Library	1
Dandaragan Library	0
Jurien Bay Library	16
Total:	17

There were no Better Beginnings programs held over the school holidays. Programs will resume in February.



## COMMUNITY DEVELOPMENT REPORT

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### **Healthy Eating with Grow Cook Eat WA**

In January, the Shire held cooking classes facilitated by Nicole Ingram. These classes aimed to teach children about healthy eating and how to cook simple meals at home. The classes were held on Wednesday, 21 January, and Thursday, 22 January, with both days fully booked. On Wednesday, we had 12 children and 8 adults attend, and on Thursday we had 13 children and 8 adults. Based on the attendee surveys, six participants reported seeing a positive change in their child's willingness to assist in the kitchen since attending the class, and many stated that the class provided practical skills and tips that can be applied at home.

### **International Women's Day**

The Shire will hold its annual International Women's Day event on Tuesday, 10 March, from 10am in the Function Room at the Badgingarra Community Centre. This year's theme is "Balance the Scales" and "Give to Gain." The event will feature guest speaker Penny Shaw, who will share her life journey and 30 years of experience in the entertainment industry, along with live music by Perth local Jaylee. A light brunch will be provided for attendees.

### **Careers Expo**

The Community Development Team is holding a Careers Expo on 25 March 2026 from 10.30am to 2.00pm. The event aims to showcase a range of jobs and industries, helping children and youth understand what careers are available and what different roles involve on a day-to-day basis. This encourages young people to interact with stallholders and gain a clearer idea of potential pathways they may wish to explore in the future.

Jurien Bay District High School, Badgingarra Primary School, Leeman Primary School and Dandaragan Primary School will all be attending. The event is also open to the wider community to support local employment and career opportunities. TAFE and university representatives will also be attending to promote education pathways and skills development.

We currently have 22 stallholders, including a mixture of local businesses and larger industry organisations. We have partnered with Vestas, Iluka, and Image Resources for this event.

### **Community Recognition Awards**

On Sunday, 8 February, the Community Recognition Awards event was held in Badgingarra. Although the afternoon was warm, it did not stop the community from attending. The inclusion of the children's zone, petting farm, face painting, and

ice-cream van helped increase the number of families at the event. Next year's event will be held in Dandaragan.

**UPCOMING EVENTS:**

Turquoise Coast Youth Festival

15 April 2026

Fauntleroy Park, Jurien Bay