

*A progressive, diverse and caring community,  
with access to modern services and infrastructure,  
in a unique part of the world*

Shire of Cuballing – Council Meeting

# AGENDA

**To Be Held**

Wednesday 20 November 2024  
3.00 pm  
Cuballing CWA Hall

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# COUNCIL MEETING PROCEDURES

1. All Council meetings are open to the public, except for matters raised by Council under “Confidential Matters”.
2. Members of the public may ask a question at an ordinary Council meeting at “Public Question Time”.
3. Members of the public who are unfamiliar with meeting procedures are invited to seek advice at the meeting. If unsure about proceedings, just raise your hand when the Presiding Member announces Public Question Time.
4. All other arrangements are in accordance with the Council’s standing orders, policies and decisions of the Shire.

## DISCLAIMER

No responsibility whatsoever is implied or accepted by the Shire of Cuballing for any act, omission or statement or intimation occurring during Council/Committee meetings or during formal/informal conversations with staff. The Shire of Cuballing disclaims any liability for any loss whatsoever and howsoever caused arising out of reliance by any person or legal entity on any such act, omission or statement or intimation occurring during Council/Committee meetings or discussions. Any person or legal entity who acts or fails to act in reliance upon any statement does so at that person’s or legal entity’s own risk.

In particular, and without derogating in any way from the broad disclaimer above, in any discussion regarding any planning application or application for a licence, any statement or limitation of approval made by a member or officer of the Shire of Cuballing during the course of any meeting is not intended to be and is not taken as notice or approval from the Shire of Cuballing. The Shire of Cuballing warns that anyone who has an application lodged with the Shire of Cuballing must obtain and only should rely on WRITTEN CONFIRMATION of the outcome of that application and any conditions attaching to the decision made by the Shire of Cuballing in respect of the application.

# Shire of Cuballing Strategic Community Plan 2023-2033

## Our Heart, Our Home

### VISION

A charming rural community, in a unique part of the world, growing and prospering while protecting its natural environment.

### GOALS

#### Social

- ☑ A place where people of all ages, abilities and stages of life are active and connected.

#### Economic

- ☑ Business is thriving, with ample local employment, and opportunities for existing and new businesses to grow.

#### Natural Environment

- ☑ The natural environment is protected, enhanced, and managed, and enjoyed by locals, and proudly shared with visitors.

#### Built Environment

- ☑ People and goods can move easily in and around the Shire, which is well planned for community needs, respecting the past and building the future.

#### Governance

- ☑ Forward thinking leadership, which listens and responds to community needs, with transparent and accountable decision-making.

### STRATEGIC PRIORITIES

#### Social

- ☑ Enhancing focus on emergency management (incl. dual use of Equestrian Centre for evacuation).
- ☑ Improving Cuballing Recreation Centre.
- ☑ Increasing community gatherings and spaces.

#### Economic

- ☑ Defining and developing Town Centres.
- ☑ Establishing a Light Industrial Area (LIA).
- ☑ Increasing tourism, particularly through trail development.
- ☑ Developing and promoting the equestrian sector.

#### Natural Environment

- ☑ Restoring the river at Popanyinning.
- ☑ Establishing Popanyinning wetlands.
- ☑ Reducing pests and weeds, working with Peel Harvey Catchment.
- ☑ Increasing native planting.

#### Built Environment

- ☑ Improving footpaths, linking aged units to Cuballing Town Centre.
- ☑ Upgrading major roads (esp. Wheatbelt Secondary Freight Network).
- ☑ Improving drainage.
- ☑ Increasing heritage protection and telling our story.

#### Governance

- ☑ Enhancing community information and engagement.

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**1. DECLARATION OF OPENING/ ANNOUNCEMENT OF VISITORS:**

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

**2.1.1 Attendance**

**Elected Members**

Cr Eliza Dowling	President
Cr Robert Harris	Deputy President
Cr Scott Ballantyne	
Cr Adrian Kowald	
Cr Steve Sexton	
Cr Dawson Bradford	

**Staff**

Mr Chris Paget	Chief Executive Officer
Mr Narelle Rowe	Deputy Chief Executive Officer
Mr Bruce Brennan	Manager of Works and Services

**Visitors**

Melanie Durack	Operations Manager - Land Conservation & Agriculture Peel Harvey Catchment Council
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**2.1.2 Apologies**

**2.1.3 Leave of Absence**

Nil

### **3. PUBLIC QUESTION TIME:**

The Shire of Cuballing maintains a policy on the Management of Public Question Time. The policy is available in full in the Shire Policy Manual which can be found on the Shire's website:

[www.cuballing.wa.gov.au](http://www.cuballing.wa.gov.au)

Some of the notable provisions are:

- 1 Persons are encouraged to provide a written copy of their question.
- 2 Public question time will be limited to two minutes per member of the public, with a limit of two questions per member of the public.
- 3 Statements are not to precede the asking of a question during public question time.
- 4 Public question time will be limited 15 minutes. It may be extended in intervals of up to ten minutes by resolution of the Council, but the total time allocated will not exceed forty-five (45) minutes in total.
- 5 Questions are to be directed to the Presiding Member and should be asked politely in good faith and are not to be framed in such a way as to reflect adversely or be defamatory on a particular Elected Member or Shire employee. The Presiding Member shall decide to:
  - Accept or reject any question and his/her decision is final.
  - Nominate a member of the Council and/or Shire employee to respond to the question.
  - Take a question on notice. In this case a written response will be provided as soon as possible and included in the agenda of the next Council meeting.
- 6 Where an elected member is of the opinion that a member of the public is:
  - asking a question at a Council meeting, which is not relevant to the operations of the Shire of Cuballing; or
  - making a statement during public question time.they may bring it to the attention of the meeting.
- 7 Questions and any response will be summarised and included in the minutes of the Council meeting.
- 8 Public Question Time should be used as a means to obtain information that would not be made available if it were sought from the Shire's records under *Section 5.94* of the *Local Government Act 1995* or the *Freedom of Information (FOI) Act 1992*.
- 9 Where the response to a question(s) would require a substantial commitment of the Shire's resources, the Chief Executive Officer (CEO) will determine that it is an unreasonable impost upon the Shire and refuse to provide it. The CEO will advise the member of the public that the information may be sought in accordance with the FOI Act 1992.
- 10 Responses to questions not submitted in writing are provided in good faith and as such, should not be relied upon as being either complete or comprehensive.

3.1 RESPONSE TO PREVIOUS QUESTIONS TAKEN ON NOTICE:

3.2 WRITTEN QUESTIONS PROVIDED IN ADVANCE:

3.3 PUBLIC QUESTIONS FROM THE GALLERY:

**4. STANDING ORDERS:**

**OFFICER'S RECOMMENDATION:**

That Standing Orders be suspended for the duration of the meeting to allow for greater debate on items.

Moved \_\_\_\_\_ Seconded \_\_\_\_\_

**5. APPLICATIONS FOR LEAVE OF ABSENCE:**

**6. CONFIRMATION OF MINUTES:**

6.1.1 Ordinary Meeting of Council held on Wednesday 23<sup>rd</sup> October 2024

**OFFICER'S RECOMMENDATION:**

That the Minutes of the Ordinary Meeting of Council held on Wednesday 23<sup>rd</sup> October 2024 be confirmed as a true record of proceedings.

Moved Seconded

**7. PETITIONS/DEPUTATIONS/PRESENTATIONS/ SUBMISSIONS:**

Peel Harvey Catchment Council – Melanie Durack (3.30pm)

**8. DISCLOSURE OF FINANCIAL INTEREST:**

**DISCLOSURE OF FINANCIAL INTEREST AND PROXIMITY INTEREST**

Members must disclose the nature of their interest in matters to be discussed at the meeting.

Employees must disclose the nature of their interest in reports or advice when giving the report or advice to the meeting.

<b>Name</b>	<b>Item No</b>	<b>Interest</b>	<b>Nature</b>

**DISCLOSURE OF INTEREST AFFECTING IMPARTIALITY**

Members and staff must disclose their interest in matters to be discussed at the meeting in respect of which the Member or employee has given or will give advice.

<b>Name</b>	<b>Item No</b>	<b>Interest</b>	<b>Nature</b>



## **9. REPORTS OF OFFICERS AND COMMITTEES:**

### **9.1 DEPUTY CHIEF EXECUTIVE OFFICER:**

#### **9.1.1 List of Payments – October 2024**

File Ref. No:	NA
Disclosure of Interest:	Nil
Date:	16 November 2024
Author:	Claire Jordan
Attachments:	9.1.1A List of Municipal Accounts 9.1.1B List of Credit Card Transactions 9.1.1C Petty Cash and Coles Card

#### **Summary**

**Council is to review payments made under delegation in October 2024.**

Background – Nil

#### Comment

Council is provided with details of payments and credit card transactions made during the month of October 2024 as listed in the attachments.

Strategic Implications – Nil

Statutory Environment – Nil

Policy Implications – Nil

Financial Implications – Nil

Economic Implication – Nil

Environmental Considerations – Nil

Consultation – Nil

#### Options

Council may resolve:

1. the Officer's Recommendation; or
2. to not note the list of accounts.

Voting Requirements – Simple Majority

**OFFICER'S RECOMMENDATION / COUNCIL RESOLUTION 2024/\_\_\_:**

**That Council receives:**

**the List of Accounts paid in October 2024 under delegated authority in accordance with Regulation 13(1) of the Local Government (Financial Management) Regulations 1996, including payments from Council's Municipal Fund totalling \$ 478 729.95 included at Attachment 9.1.1a.**

**A summary of transactions completed on Credit Cards by Council Staff for the period ending 31 October 2024 included at Attachment 9.1.2B.**

**A summary of transactions completed on Coles Cards and Petty Cash for the period ending 31 October 2024.**

**Moved \_\_\_\_\_ Seconded \_\_\_\_\_**

9.1.1 List of Payments – October 2024

Chq/EFT	Date	Name	Description	Amount
Chq/EFT	Date	Name	Description	Amount
843	01/10/2024	4 - POLICE LICENSING PAYMENTS	POLICE LICENSING PAYMENTS	-75.80
DD4404.1	01/10/2024	NATIONAL AUSTRALIA BANK	MWS CREDIT CARD - JOONDALUP RESORT WALGA CONFERENCE - MWS AND WS	-4347.66
EFT9190	01/10/2024	UNIQUE STROKES WA	Internal painting of Popanyinning School House 2 doors and frames/ fireplace/ blackboard surrounds	-7860.00
EFT9189	01/10/2024	BUILDERS REGISTRATION BOARD Building Commission	August 2024 BSL Remittance	-386.00
20300	02/10/2024	Shire of Cuballing	Miscellaneous Cleaning Supplies and other Materials - Cuby Groovefest	-893.35
EFT9191	02/10/2024	CEO	Reimbursement for LG Professionals WA Membership	-1129.01
EFT9217	03/10/2024	WA LOCAL GOVERNMENT ASSOCIATION (WALGA)	CR Sexton Serving on Council Course PRACC, Pingelly 28-29 August 2024	-3267.00
EFT9216	03/10/2024	SOUTHWEST FIRE UNIT FABRICATIONS	Annual Vehicle Service to 4 Fire vehicles Cuballing (2) - 2*4 and 2*4 Popanyinning (2) - light tanker and 4*4	-12380.36
EFT9215	03/10/2024	Red's Zoo and Conservation Park	Red Zoo - animal visit Cuby GrooveFest Markets	-990.00
EFT9214	03/10/2024	PETER JOHN DENTON	Art class per week to September 2024	-150.00
20301	03/10/2024	SYNERGY	ELECTRICITY CHARGES - STREET LIGHTING X 43	-3332.19
843	03/10/2024	4 - POLICE LICENSING PAYMENTS	POLICE LICENSING PAYMENTS	-73.25
EFT9213	03/10/2024	OLD MACDONALD'S TRAVELLING FARMS	Petting Zoo Cuballing Kid's Day 9.30am to 12.30pm	-1045.00
EFT9212	03/10/2024	Narrogin Tyrepower	8 sets of mower blades for ride on Husqvarna	-256.00
EFT9211	03/10/2024	Narrogin Glass & Quickfit Windscreens & Narrogin Window Tinting	Window Tinting on New DCEO Car CX 30	-350.00
EFT9220	03/10/2024	WHEATBELT DRAUGHT HORSES	Market demonstration Cuby GrooveFest	-800.00
EFT9219	03/10/2024	WESTRAC	1 x Left Hand complete Mirror Assembly	-556.51

EFT9218	03/10/2024	WA TRAFFIC PLANNING	Traffic Management Plan for the Cuballing Groove Fest weekend	-825.00
20302	03/10/2024	Water Corporation	WATER CHARGES - PRIVATE STANDPIPE AT FRANCIS STREET POPO	-1803.03
EFT9210	03/10/2024	OCTAVE HOLDINGS T/A NARROGIN TOYOTA	30,000km Service on Toyota Prado OCN	-290.00
EFT9209	03/10/2024	NARROGIN QUARRY OPERATIONS	12 x Ton of Cracker Dust @18.80ex per Ton	-223.34
EFT9192	03/10/2024	BMR MECHANICAL, B & A ROWE PTY LTD ATF THE ROWE FAMILY TRUST	Replace Fuel Lines on Bomag Roller	-2031.21
EFT9193	03/10/2024	BURGESS RAWSON (WA) PTY LTD	Water Consumption - Cuballing War Memorial 30/07/2024 to 31/10/2024	-191.02
EFT9194	03/10/2024	Best Office Systems	Monthly Photocopy Charges - 20/08/2024 to 20/09/2024	-1131.18
EFT9195	03/10/2024	COMBINED TEAM SERVCES PTY LTD	Health and Safety Rep Training - Donna Screech - 5-day course Bunbury WA 10-14th June 2024	-995.00
EFT9196	03/10/2024	CORSIGN (WA) PTY LTD	Road Signs - Toilets, Parking	-310.20
EFT9197	03/10/2024	DEWS MINI EXCAVATIONS	Excavator Hire Drainage	-1320.00
EFT9198	03/10/2024	Derbahl	Pump toilets at Cuballing Recreation Centre AND Cuballing Agricultural Hall - Friday 13th September 2024 - AM	-2274.00
EFT9199	03/10/2024	Health & Safety Officer	Mop and Lights for Cuby Groovefest - Reimbursement	-85.00
EFT9200	03/10/2024	Farmworks Narrogin	Suspension chemical buster-- cleans and breaks down sediment	-363.00
EFT9201	03/10/2024	GREAT SOUTHERN WASTE DISPOSAL	Rubbish Removal - Household Recycling Service waste collections 266 households at \$5.06 per Fortnight	-6871.88
EFT9202	03/10/2024	HANCOCKS HOME HARDWARE	Monthly Account - Materials for Cuby Groovefest	-348.66
EFT9203	03/10/2024	IT VISION SOFTWARE PTY LTD (TRADING AS READYTECH)	Perform upgrades to Synergysoft payroll system due to LSL legislative changes	-831.60
EFT9204	03/10/2024	ITR PACIFIC PTY LTD	40 x Grader Blades including 30 x bolts and nuts as per Quote 714058	-14577.47
EFT9205	03/10/2024	JOHANNA EPPLER	Cuby GrooveFest 2024 - provision of Yoga classes to General Public	-300.00
EFT9206	03/10/2024	LG Corporate Solutions Pty Ltd	Financial Consultancy - Financial Assistance for the period 01/07/2024 to 31/07/2024	-21326.25
EFT9207	03/10/2024	McDougall Weldments	2 x New Hydraulic Hoses for Rake	-554.85
EFT9208	03/10/2024	NARROGIN HARDWARE AND	Monthly Account - Exit Leads and Powerboards for Cuby Groovefest	-356.00

		BUILDING SUPPLIES (MAKIT)		
843	07/10/2024	4 - POLICE LICENSING PAYMENTS	POLICE LICENSING PAYMENTS	-161.55
843	08/10/2024	4 - POLICE LICENSING PAYMENTS	POLICE LICENSING PAYMENTS	-3015.90
DD4414.1	09/10/2024	AUSTRALIAN SUPER	Payroll deductions	-2158.35
843	09/10/2024	4 - POLICE LICENSING PAYMENTS	POLICE LICENSING PAYMENTS	-290.20
DD4414.9	09/10/2024	CARE SUPER	Superannuation contributions	-92.02
DD4414.6	09/10/2024	HOSTPLUS SUPER	Superannuation contributions	-93.67
DD4414.7	09/10/2024	Colonial First State	Superannuation contributions	-295.20
DD4414.8	09/10/2024	MLC Super Fund	Superannuation contributions	-295.20
DD4439.2	09/10/2024	SYNERGY	ELECTRICITY CHARGES - LOT 501 ALTON STREET CUBALLING	-127.61
DD4414.2	09/10/2024	AWARE SUPER PTY LTD	Superannuation contributions	-5515.06
DD4414.3	09/10/2024	MATRIX SUPERANNUATION	Superannuation contributions	-275.62
DD4414.4	09/10/2024	Hesta	Superannuation contributions	-724.39
DD4414.5	09/10/2024	MERCER SUPERANNUATION	Superannuation contributions	-334.47
843	10/10/2024	4 - POLICE LICENSING PAYMENTS	POLICE LICENSING PAYMENTS	-508.20
EFT9223	11/10/2024	Farmworks Narrogin	4 bundles of 45 steel droppers for survey pegs	-858.00
EFT9224	11/10/2024	GIRI SEQUOYA	Entertainment Cuby GrooveFest Markets 9am to 2pm	-670.00
EFT9225	11/10/2024	GREAT SOUTHERN FUEL SUPPLIES	Bulk Diesel Fuel Deliveries	-11267.17
EFT9226	11/10/2024	INTELIFE GROUP	Excavator Hire with Tree Mulching Head for Stevens and Williams rd. - As per written email quote 300424 \$250 per hour (ex GST).	-10725.00
EFT9227	11/10/2024	Mary Caunt	Face Painting 9.30 to 12.30pm Cuby Kids Day	-290.00
EFT9222	11/10/2024	FULTON HOGAN INDUSTRIES PTY LTD	2 x Pallets 120 bags of EZ Street pothole Repair	-3916.00
EFT9221	11/10/2024	C&D Cutri	Routine Maintenance Works on Bridge 3178 Pauley road as per Quote12/9/24 Fungerside Treatment on Piles, Stringers	-13805.00
843	14/10/2024	4 - POLICE LICENSING PAYMENTS	POLICE LICENSING PAYMENTS	-425.80
EFT9228	14/10/2024	MA BAKER	Ma Baker - Band for Saturday night of Cuby Groovefest	-500.00
843	15/10/2024	4 - POLICE LICENSING PAYMENTS	POLICE LICENSING PAYMENTS	-3716.20

EFT9233	16/10/2024	ENVYUS MEDIA	Videography work for Cuby Groovefest 2024 + editing	-500.00
EFT9234	16/10/2024	HEY PRESTO ENTERTAINMENT	Magician 9-2pm Cuby GrooveFest 2024	-750.00
EFT9235	16/10/2024	INTERFIRE AGENCIES	4 Small 3M 1/2 masks 7 Medium 3M 1/2 masks 7 Large 1/2 masks as per Quote #25147	-981.10
EFT9236	16/10/2024	JAMES GIDDY	Mural painting for Cuby Groovefest 2024	-3500.00
EFT9237	16/10/2024	KIAL Shaun WHEELER	K Wheeler - Medical pre-employment and blood test	-190.00
EFT9238	16/10/2024	LGIS INSURANCE	LGIS Bushfire	-3808.20
EFT9239	16/10/2024	MONEY SHOT	Moneyshot" performance at Groovefest Fri 13 Sept"	-2000.00
EFT9240	16/10/2024	NARROGIN FREIGHTLINES	Monthly Freight Charges	-502.10
EFT9241	16/10/2024	POWER NETWORKX	Telstra Internet Fibre Network	-416.90
EFT9242	16/10/2024	R MUNNS ENGINEERING CONSULTING SERVICES	Consulting works on 24/25 Roadworks budget Consulting works on 24/25 WSNF Cuballing East	-2475.11
EFT9243	16/10/2024	SOUTHERN LOCK AND SECURITY	1 x New Key Number 8 of 1+ Key	-25.50
EFT9244	16/10/2024	Saltbush	Digital photography for GrooveFest Saturday 14 Sept + image editing	-250.00
EFT9246	16/10/2024	WALLIS COMPUTER SOLUTIONS	Annual subscription, licences, firewall security, internet services >> 4 and support services	-9750.40
EFT9247	16/10/2024	WESTRAC	Alternator belts / air con belt and door seal for CAT 930 G loader	-409.30
EFT9248	16/10/2024	YOULISSYS CREATIVE	Reimburse catering & hardware supplies purchased for Groovefest opening/sponsors event	-593.01
EFT9232	16/10/2024	Drift Artists	Performances at Groovefest Sat 14 Sept - Humble Armada"	5100.00
EFT9231	16/10/2024	Don't Tell Daisy	Don't Tell Daisy "Live music performance at Groovefest Sat 14 Sept"	-500.00
EFT9230	16/10/2024	Ben on Film	Photography & image editing for Groovefest 2024	-500.00
EFT9229	16/10/2024	BEST BEFORE MEDIA	Videography work for Cuby Groovefest 2024	-500.00
843	16/10/2024	4 - POLICE LICENSING PAYMENTS	POLICE LICENSING PAYMENTS	-814.65
20303	16/10/2024	SYNERGY	Power consumption (43 light) 26 July to 24 August 2024	-1999.35
20304	16/10/2024	Water Corporation	Water Consumption Cuballing East Rd - Narrogin Fl Lot Adj Lot 13920	-52.28
DD4439.4	18/10/2024	Water Corporation	WATER CHARGES - 10 BRUNDELL STREET CUBALLING (CEO RESIDENCE)	-136.50
843	21/10/2024	4 - POLICE LICENSING PAYMENTS	POLICE LICENSING PAYMENTS	-2150.25

843	23/10/2024	4 - POLICE LICENSING PAYMENTS	POLICE LICENSING PAYMENTS	-127.40
843	23/10/2024	13 - ATO CLEARING ACCOUNT BAS	ATO CLEARING ACCOUNT BAS	-16049.00
DD4446.1	23/10/2024	AWARE SUPER PTY LTD	Superannuation contributions	-70.15
DD4431.1	23/10/2024	AUSTRALIAN SUPER	Payroll deductions	-2400.30
DD4431.2	23/10/2024	AWARE SUPER PTY LTD	Superannuation contributions	-5019.81
DD4431.3	23/10/2024	MATRIX SUPERANNUATION	Superannuation contributions	-275.62
DD4431.4	23/10/2024	Hesta	Superannuation contributions	-724.39
DD4431.5	23/10/2024	MERCER SUPERANNUATION	Superannuation contributions	-587.31
DD4431.6	23/10/2024	HOSTPLUS SUPER	Superannuation contributions	-82.80
DD4431.7	23/10/2024	Colonial First State	Superannuation contributions	-295.20
DD4431.8	23/10/2024	MLC Super Fund	Superannuation contributions	-295.20
DD4431.9	23/10/2024	CARE SUPER	Superannuation contributions	-98.70
DD4439.1	23/10/2024	SYNERGY	ELECTRICITY CHARGES - LOT 20 HOWARD STREET, POPANYINNING	-235.00
DD4439.3	23/10/2024	Water Corporation	WATER CHARGES - HALL AT CAMPBELL STREET CUBALLING (CWA)	-196.91
EFT9272	24/10/2024	Shire of Williams	2024/25 annual contribution to Hotham Williams VROC	-5500.00
EFT9273	24/10/2024	StampStore	1 * TRODAT PRINTY 4926 SELF INKING RUBBER STAMP	-142.50
EFT9274	24/10/2024	WA TRAFFIC PLANNING	Traffic Management Plans for Cuballing East Road WSN	-605.00
EFT9275	24/10/2024	WALLIS COMPUTER SOLUTIONS	Annual Subscription - SOPHUS 24/25	-2877.33
EFT9276	24/10/2024	WHEATBELT STRENGTH & CONDITIONING	Weekly Classes - September 2024	-885.00
EFT9277	24/10/2024	WJ & DM PATMORE (SPRINGHILL FARMS)	Purchase of Gravel 4,000m3 @2.00 per m3 as per quote 23/8/24	-12100.00
EFT9278	24/10/2024	Winc Australia Pty Limited	Diary	-48.50
EFT9279	24/10/2024	YOULISSYS CREATIVE	Logo/Branding, Website Domain & Hosting, Ticket Management, Social Media, Media and Packs, Flyer Design, Postcard/Pick Up Design, Merchandise Design, Program/Brochure Design, Map Design, Banners & Signage Design, Social Fram Design, Wristband Design, Print Management, Digital Photography, EDM Campaigns and Website Charges	-10000.00
EFT9280	24/10/2024	ZIRCODATA PTY LTD	Monthly Archive Storage Fees - 26/08/2024 to 25/09/2024	-61.59

EFT9271	24/10/2024	Sheridan's	PRINTED POLISHED BRASS PLATE	-125.29
EFT9270	24/10/2024	SOUTHERN LOCK AND SECURITY	1 x New Key #1	-25.50
EFT9269	24/10/2024	REINFORCED CONCRETE PIPES	19 x 375mm class 2 Pipes 4 x 375 Headwalls 7 x 300mm class 2 Pipes 4 x 300 Headwalls	-11183.47
EFT9268	24/10/2024	Parrys Narrogin	Peter Lewis clothing-- 1 x Boots, 3 x Pants, 3x LS Shirts, 1 x jacket	-1540.65
EFT9267	24/10/2024	Narrogin Tyrepower	1 x Chain Grinder Joly Evo for Chainsaw Chains	-606.01
EFT9266	24/10/2024	DCEO	Utilities Subsidy 2024/25 - Reimbursement of Electricity costs 14/08/2024 to 14/10/2024	-148.90
EFT9265	24/10/2024	NARROGIN PACKAGING AND MOTORCYCLES & ACCESSORIES	10 PGJ Sprinklers for war memorials	-523.10
EFT9264	24/10/2024	MAJOR MOTORS PTY LTD	Repairs to Isuzu prime Mover Derating and Auto Trans not Operational	-2877.73
EFT9263	24/10/2024	Liquor Barons	Supply & delivery of alcohol, drinks and ice for resale at Cuby Groovefest 2024	-11250.88
EFT9262	24/10/2024	LESLEY ERIN BROWN	Rates refund for assessment A61 173 CAMPBELL STREET CUBALLING WA 6311	-77.76
EFT9261	24/10/2024	KALEXPRESS & QUALITY TRANSPORT	Monthly Freight Charges - Corsign	-489.96
843	24/10/2024	4 - POLICE LICENSING PAYMENTS	POLICE LICENSING PAYMENTS	-92.85
DD4440.1	24/10/2024	Telstra	SIGN BOARD CHARGES - OCTOBER	-14.50
EFT9249	24/10/2024	Allan's Bobcat & Truck Hire	Excavator Hire to dig out Failure on Startherne road	-577.50
EFT9250	24/10/2024	BMR MECHANICAL, B & A ROWE PTY LTD ATF THE ROWE FAMILY TRUST	fix water cart semi	-139.93
EFT9260	24/10/2024	INTERFIRE AGENCIES	Quote 25154 CFO requirements 2024/2025 Pants - 1 >< 3XL & 1 >< 36 - D Patten/ S Whittwer Jacket - 1 >< 3XL & 1 >< Large - D Patten/ S Wittwer Boots - 1 >< size 11 & 1 size 9.5 - G Dent/ R Harris Helmet >< 3 - G Dent/ M Burgess/ N Young Gloves - 4 - D Patten/ G Dent/ N Young/ S Whittwer Kestral 3000 - R Harris/ N Young/ S Whittwer Popanyinning Volunteers Staff Mask Filters - 9 - Hotz/ Dobson/Jones/Kowald/Chapman/Riches/Smith/Bean/Tammy Boots - 1 >< Size 9 & 1 >< size 10.5 - L Jones / A Kowald Gloves - 3 - Hotz/Dobson/Chapman Torch - 3 - Dobson/Riches/Bean Torch Clips - 3 Goggles - 3 - Hotz/Jones/Kowald Helmet - 1 Glove Clips - 1 - Hotz Spare Glove Clips - 2 Goggles - 2 Torch - 2 Torch clips - 2 Gloves - 2 Cuballing Mask Filters - 9 Gloves - 2	-5990.20

EFT9259	24/10/2024	INSTANT PRODUCTS HIRE	75% of Portable toilet Hire - Cuballing GrooveFest 2024	-8654.71
EFT9258	24/10/2024	GREAT SOUTHERN WASTE DISPOSAL	Rubbish Removal - Household waste collections 276 households at \$2.86 per week	-7004.16
EFT9257	24/10/2024	GREAT SOUTHERN FUEL SUPPLIES	Bulk Diesel Fuel Deliveries - Docket No. 2193998	-13825.77
EFT9256	24/10/2024	G.S. HOBBS CONTRACTING	Hire of 1 x Semi side tipper for WSFN Cuballing East Road as per Quote 27/9/24 Starting on the 7/10/24 - No. 1651, 1652 and 1653	-3580.50
20305	24/10/2024	SYNERGY	ELECTRICITY CHARGES - LOT 1 GREAT SOUTHERN HIGHWAY POPANYINNING	-332.19
20306	24/10/2024	Shire of Cuballing	Refund for Police Clearance - Kial	-71.80
EFT9255	24/10/2024	Edge Planning & Property	Town Planning Consultancy Services - September 2024	-1571.21
EFT9254	24/10/2024	DRINKS N" TIPS"	Provision of audio system, sound engineering & live music performance for Cuby Groovefest Sat 14 September 2024	-1200.00
EFT9253	24/10/2024	CUBY ROADHOUSE	Morning tea for BFAC meeting	-932.00
EFT9252	24/10/2024	Brooks Hire	100 kVA Generator Hire - 11 Sept 2024 to 16 September 2024 - 6 days	-3857.48
EFT9251	24/10/2024	Bout Time Mechanical	Repair and install new Hydraulic hose 930G loader250	-433.88
843	25/10/2024	4 - POLICE LICENSING PAYMENTS	POLICE LICENSING PAYMENTS	-459.20
843	28/10/2024	4 - POLICE LICENSING PAYMENTS	POLICE LICENSING PAYMENTS	-995.45
843	29/10/2024	4 - POLICE LICENSING PAYMENTS	POLICE LICENSING PAYMENTS	-75.50
843	30/10/2024	4 - POLICE LICENSING PAYMENTS	POLICE LICENSING PAYMENTS	-118.10
843	31/10/2024	4 - POLICE LICENSING PAYMENTS	POLICE LICENSING PAYMENTS	-775.00
EFT9292	31/10/2024	OPTRAFFIC WA	Repairs to VMB LED Lights that have blow	-442.75
EFT9291	31/10/2024	Narrogin Stihl	1 x BG 86-Z Blower as per Quote1/8/24	-352.00
EFT9290	31/10/2024	NARROGIN EARTHMOVING AND CONCRETE	Excavator Hire with Tree grab	-8266.50
EFT9289	31/10/2024	NARROGIN AUTO ELECTRICS	Supply and Fit new Isolator for Crane	-370.13
EFT9288	31/10/2024	MCKENZIES TRANSPORT	Monthly Freight Charges - RCPA	-1017.46
EFT9287	31/10/2024	Linton Aviation	Art Sale Payment - Alex Newman Artwork Name - Seeding Stars	-200.00
EFT9286	31/10/2024	LGIS INSURANCE	LGIS WorkCare	-
				117844.65



EFT9285	31/10/2024	LANDGATE	Interim Rating Rolls - GRV and UV - G2024/03	-74.15
EFT9284	31/10/2024	FIRE MITIGATION SERVICES	Fire Mitigation Works as per Quote FMS01235 28233 Forrest Steet (1,2,5,16) Popanyinning	-15438.50
EFT9283	31/10/2024	Danielle Frances Franz	Art Sales - Dani Franz Artwork Name - Wildflowers and Coojong	-310.00
EFT9295	31/10/2024	Whitford Fertilisers Narrogin	Use of Weighbridge - September 2024	-60.50
EFT9282	31/10/2024	COUNCILFIRST PTY LTD	Microsoft Azure September 2024	-308.18
EFT9294	31/10/2024	WESTRAC	Find and repair Transmission Fault	-2207.04
EFT9293	31/10/2024	PETER JOHN DENTON	Art Sales - Peter Denton Artwork Name - Powder Barks & Wandoo	-375.00
EFT9281	31/10/2024	CORSIGN (WA) PTY LTD	2 x Construction site signs as per quote 00086617	-434.06
DD4446.2	31/10/2024	AWARE SUPER PTY LTD	Payroll deductions	-24.05
DD4454.1	31/10/2024	IINET LIMITED		89.99
			<b>Total</b>	<b>478 729.95</b>

## Petty Cash

Item details	Refresh	Events	Total	Cash on hand	Petty cash total
	<b>4105</b>	<b>GF01</b>			
Groceries	\$ 89.50		\$ 89.50		-
Misc (Cleaning supplies)					-
Stationery/Postage					-
Materials					-
Licensing					-
Other/Misc					
			<b>\$ 89.50</b>	<b>\$ 510.50</b>	

100  
\$ 700.00

## COLES CARD

Item details	Refresh	Events	Total	Cash on cards	
	<b>04105</b>	<b>GF03</b>			
Opening Balance				470.20	
Groceries		88.10	88.10	- 88.10	
Stationery/Postage					
Outside Staff Goods					
Materials					
Licensing					
Closing Balance				<b>382.10</b>	

## 9.1.2 Statement of Financial Activity

Applicant:	N/A
File Ref. No:	ADM214
Disclosure of Interest:	Nil
Date:	18 November 2024
Author:	Narelle Rowe, Deputy Chief Executive Officer
Attachments:	9.1.2A Statement of Financial Activity

### **Summary**

**Council is to consider the Statement of Financial Activity for October 2024.**

### **Background**

As per the Financial Management Regulation 34 each Local Government is to prepare each month a statement of financial activity reporting on the sources and applications of funds, as set out in the annual budget under regulation 22(1) (d), for that month with the following detail.

- The annual budget estimates, including budget amendments.
- The operating revenue, operating income, and all other income and expenses,
- Any significant variations between year-to-date income and expenditure and the relevant budget provisions to the end of the relevant reporting period,
- Identify any significant areas where activities are not in accordance with budget estimates for the relevant reporting period,
- Provide likely financial projections to 30 June for those highlighted significant variations and their effect on the end of year result,
- Include an operating statement, and
- Any other required supporting notes.

### **Comment**

Nil.

**Strategic Implications** – Nil

**Statutory Environment** – Nil

**Policy Implications** – Nil

**Financial Implications** – Nil

**Economic Implication** – Nil

**Environmental Considerations** – Nil

**Consultation** – Nil

### Options

Council may resolve:

1. the Officer's Recommendation; or
2. not to receive the Statement of Financial Activity.

Voting Requirements – Simple Majority

#### **OFFICER'S RECOMMENDATION:**

**That the Statement of Financial Activity, as included at Attachment 9.1.2A for the Shire of Cuballing for period ending 31st October 2024 be received.**

# SHIRE OF CUBALLING

## MONTHLY FINANCIAL REPORT (Containing the Statement of Financial Activity) For the period ending 31 October 2024

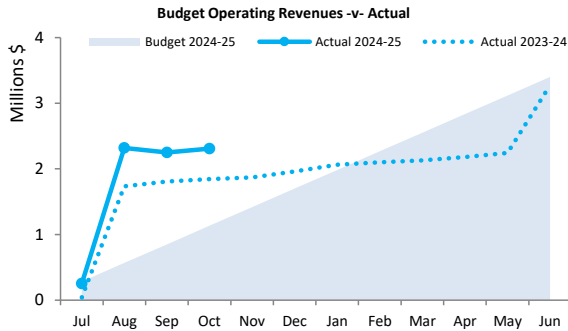
*LOCAL GOVERNMENT ACT 1995  
LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996*

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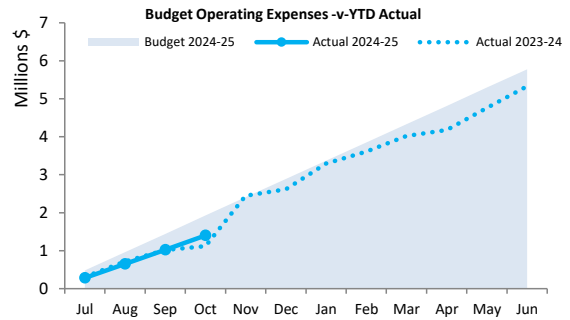
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**OPERATING ACTIVITIES**

**OPERATING REVENUE**

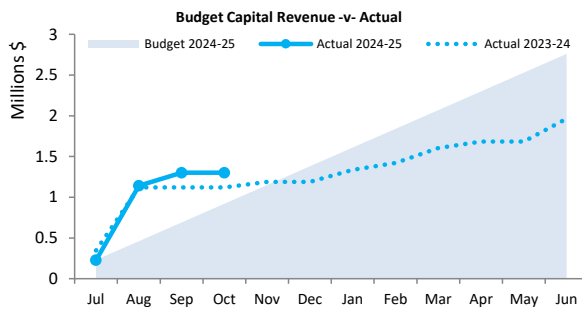


**OPERATING EXPENSES**

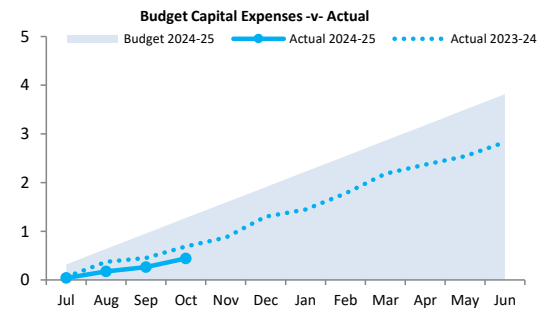


**INVESTING ACTIVITIES**

**CAPITAL REVENUE**

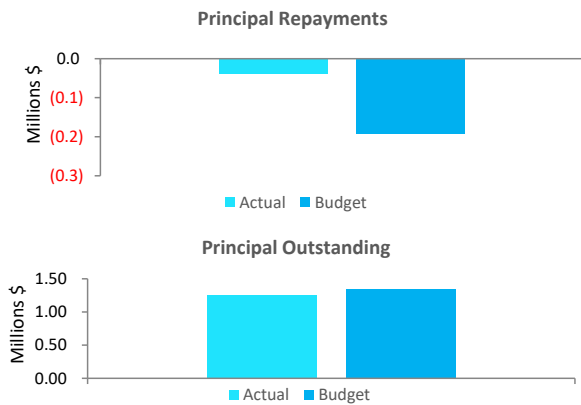


**CAPITAL EXPENSES**

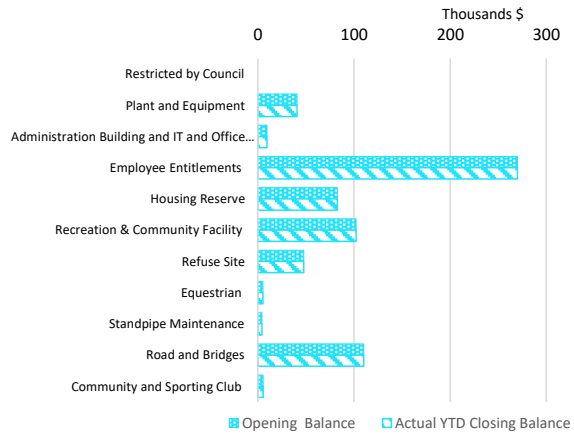


**FINANCING ACTIVITIES**

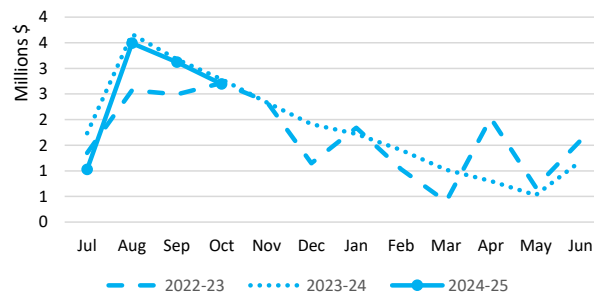
**BORROWINGS**



**RESERVES**



**Closing funding surplus / (deficit)**



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

Funding surplus / (deficit) Components

Funding surplus / (deficit)				
	Amended Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
Opening	\$0.89 M	\$0.89 M	\$0.94 M	\$0.05 M
Closing	\$0.02 M	\$1.69 M	\$2.70 M	\$1.01 M

Refer to Statement of Financial Activity

Cash and cash equivalents		
	\$	% of total
Unrestricted Cash	\$2.12 M	71.3%
Restricted Cash	\$0.86 M	28.7%

Refer to Note 2 - Cash and Financial Assets

Payables		
	\$	% Outstanding
Trade Payables	\$0.04 M	
0 to 30 Days		97.9%
Over 30 Days		2.1%
Over 90 Days		1.6%

Refer to Note 5 - Payables

Receivables		
	\$	%
Rates Receivable	\$0.50 M	72.8%
Trade Receivable	\$0.03 M	% Outstanding
Over 30 Days		97.5%
Over 90 Days		\$ M

Refer to Note 3 - Receivables

Key Operating Activities

Amount attributable to operating activities			
Amended Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
\$0.15 M	\$1.22 M	\$0.91 M	(\$0.31 M)

Refer to Statement of Financial Activity

Rates Revenue		
	\$	% Variance
YTD Actual	\$1.74 M	
YTD Budget	\$1.71 M	1.9%

Refer to Statement of Financial Activity

Operating Grants and Contributions		
	\$	% Variance
YTD Actual	\$0.33 M	
YTD Budget	\$0.45 M	(25.5%)

Refer to Note 11 - Operating Grants and Contributions

Fees and Charges		
	\$	% Variance
YTD Actual	\$0.19 M	
YTD Budget	\$0.24 M	(22.3%)

Refer to Statement of Financial Activity

Key Investing Activities

Amount attributable to investing activities			
Amended Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
(\$0.99 M)		\$0.88 M	\$0.88 M

Refer to Statement of Financial Activity

Proceeds on sale		
	\$	%
YTD Actual	\$0.02 M	
Amended Budget	\$0.07 M	(67.1%)

Refer to Note 6 - Disposal of Assets

Asset Acquisition		
	\$	% Spent
YTD Actual	\$0.44 M	
Amended Budget	\$3.82 M	(88.4%)

Refer to Note 7 - Capital Acquisitions

Capital Grants		
	\$	% Received
YTD Actual	\$1.30 M	
Amended Budget	\$2.76 M	(52.9%)

Refer to Note 7 - Capital Acquisitions

Key Financing Activities

Amount attributable to financing activities			
Amended Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
(\$0.04 M)	(\$0.02 M)	(\$0.04 M)	(\$0.02 M)

Refer to Statement of Financial Activity

Borrowings	
Principal repayments	\$0.04 M
Interest expense	\$0.01 M
Principal due	\$1.25 M

Refer to Note 8 - Borrowings

Reserves	
Reserves balance	\$0.68 M
Interest earned	\$0.00 M

Refer to Note 9 - Cash Reserves

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

## KEY TERMS AND DESCRIPTIONS FOR THE PERIOD ENDED 31 OCTOBER 2024

### REVENUE

#### RATES

All rates levied under the *Local Government Act 1995*. Includes general, differential, specified area rates, minimum rates, interim rates, back rates, ex-gratia rates, less discounts and concessions offered. Excludes administration fees, interest on instalments, interest on arrears, service charges and sewerage rates.

#### OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS

Refers to all amounts received as grants, subsidies and contributions that are not non-operating grants.

#### NON-OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS

Amounts received specifically for the acquisition, construction of new or the upgrading of identifiable non financial assets paid to a local government, irrespective of whether these amounts are received as capital grants, subsidies, contributions or donations.

#### REVENUE FROM CONTRACTS WITH CUSTOMERS

Revenue from contracts with customers is recognised when the local government satisfies its performance obligations under the contract.

#### FEES AND CHARGES

Revenues (other than service charges) from the use of facilities and charges made for local government services, sewerage rates, rentals, hire charges, fee for service, photocopying charges, licences, sale of goods or information, fines, penalties and administration fees. Local governments may wish to disclose more detail such as rubbish collection fees, rental of property, fines and penalties, and other fees and charges.

#### SERVICE CHARGES

Service charges imposed under *Division 6 of Part 6 of the Local Government Act 1995*. *Regulation 54 of the Local Government (Financial Management) Regulations 1996* identifies these as television and radio broadcasting, underground electricity and neighbourhood surveillance services. Exclude rubbish removal charges.

#### INTEREST EARNINGS

Interest and other items of a similar nature received from bank and investment accounts, interest on rate instalments, interest on rate arrears and interest on debtors.

#### OTHER REVENUE / INCOME

Other revenue, which can not be classified under the above headings, includes dividends, discounts, rebates, reimbursements etc.

#### PROFIT ON ASSET DISPOSAL

Excess of assets received over the net book value for assets on their disposal.

## NATURE OR TYPE DESCRIPTIONS

### EXPENSES

#### EMPLOYEE COSTS

All costs associated with the employment of person such as salaries, wages, allowances, benefits such as vehicle and housing, superannuation, employment expenses, removal expenses, relocation expenses, worker's compensation insurance, training costs, conferences, safety expenses, medical examinations, fringe benefit tax, etc.

#### MATERIALS AND CONTRACTS

All expenditures on materials, supplies and contracts not classified under other headings. These include supply of goods and materials, legal expenses, maintenance agreements, communication expenses, advertising expenses, membership, periodicals, publications, hire expenses, rental, postage and freight etc. Local governments may wish to disclose more detail such as contract services, consultancy, information technology, rental or lease expenditures.

#### UTILITIES (GAS, ELECTRICITY, WATER)

Expenditures made to the respective agencies for the provision of power, gas or water. Exclude expenditures incurred for the reinstatement of roadwork on behalf of these agencies.

#### INSURANCE

All insurance other than worker's compensation and health benefit insurance included as a cost of employment.

#### LOSS ON ASSET DISPOSAL

Shortfall between the value of assets received over the net book value for assets on their disposal.

#### DEPRECIATION ON NON-CURRENT ASSETS

Depreciation expense raised on all classes of assets.

#### INTEREST EXPENSES

Interest and other costs of finance paid, including costs of finance for loan debentures, overdraft accommodation and refinancing expenses.

#### OTHER EXPENDITURE

Statutory fees, taxes, allowance for impairment of assets, member's fees or State taxes. Donations and subsidies made to community groups.



**STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 OCTOBER 2024**

**BY NATURE OR TYPE**

	Ref Note	Amended Budget (a)	YTD Budget (b)	YTD Actual (c)	Variance \$ (c) - (b)	Variance % ((c) - (b))/(b)	Var.
		\$	\$	\$	\$	%	
<b>Opening funding surplus / (deficit)</b>	1(c)	894,518	894,518	944,074	49,556	5.54%	
<b>Revenue from operating activities</b>							
Rates		1,686,395	1,709,727	1,742,177	32,450	1.90%	
Operating grants, subsidies and contributions	11	1,085,176	446,096	332,540	(113,556)	(25.46%)	▼
Fees and charges		460,273	238,293	185,041	(53,252)	(22.35%)	▼
Interest earnings		65,067	21,684	34,393	12,709	58.61%	▲
Other revenue		61,270	20,408	15,520	(4,888)	(23.95%)	
Profit on disposal of assets	6	10,818	3,604	0	(3,604)	(100.00%)	
		<b>3,368,999</b>	<b>2,439,812</b>	<b>2,309,671</b>	<b>(130,141)</b>	<b>(5.33%)</b>	
<b>Expenditure from operating activities</b>							
Employee costs		(1,307,364)	(435,636)	(490,317)	(54,681)	(12.55%)	▼
Materials and contracts		(1,355,452)	(451,352)	(626,028)	(174,676)	(38.70%)	▼
Utility charges		(165,903)	(55,232)	(21,864)	33,368	60.41%	▲
Depreciation on non-current assets		(2,567,301)	(855,720)	0	855,720	100.00%	▲
Interest expenses		(53,284)	(6,497)	(6,497)	0	0.00%	
Insurance expenses		(232,332)	(216,791)	(219,690)	(2,899)	(1.34%)	
Other expenditure		(93,080)	(52,741)	(36,327)	16,414	31.12%	▲
Loss on disposal of assets	6	(900)	(300)	0	300	100.00%	
		<b>(5,775,616)</b>	<b>(2,074,269)</b>	<b>(1,400,723)</b>	<b>673,546</b>	<b>(32.47%)</b>	
Non-cash amounts excluded from operating activities	1(a)	2,557,383	852,416	0	(852,416)	(100.00%)	▼
<b>Amount attributable to operating activities</b>		<b>150,766</b>	<b>1,217,959</b>	<b>908,948</b>	<b>(309,011)</b>	<b>(25.37%)</b>	
<b>Investing activities</b>							
Proceeds from non-operating grants, subsidies and contributions	12	2,760,046	920,004	1,301,337	381,333	41.45%	▲
Proceeds from disposal of assets	6	66,318	56,961	21,849	(35,112)	(61.64%)	▼
Payments for property, plant and equipment and infrastructure	7	(3,816,223)	(1,381,336)	(442,328)	939,008	67.98%	▲
<b>Amount attributable to investing activities</b>		<b>(989,859)</b>	<b>(404,371)</b>	<b>880,858</b>	<b>1,285,229</b>	<b>(317.83%)</b>	
<b>Financing Activities</b>							
Proceeds from new debentures	8	250,000	83,332	0	(83,332)	(100.00%)	▼
Repayment of debentures	8	(193,083)	(70,373)	(38,716)	31,657	44.98%	▲
Transfer to reserves	9	(96,851)	(32,264)	(12)	32,252	99.96%	▲
<b>Amount attributable to financing activities</b>		<b>(39,934)</b>	<b>(19,305)</b>	<b>(38,728)</b>	<b>(19,423)</b>	<b>100.61%</b>	
<b>Closing funding surplus / (deficit)</b>	1(c)	<b>15,491</b>	<b>1,688,801</b>	<b>2,695,152</b>	<b>1,006,351</b>	<b>(59.59%)</b>	▲

**KEY INFORMATION**

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

Refer to Note 15 for an explanation of the reasons for the variance.

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

**BASIS OF PREPARATION**

The financial report has been prepared in accordance with Australian Accounting Standards (as they apply to local governments and not-for-profit entities) and interpretations of the Australian Accounting Standards Board, and the *Local Government Act 1995* and accompanying Regulations.

The *Local Government Act 1995* and accompanying Regulations take precedence over Australian Accounting Standards where they are inconsistent.

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.

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

**THE LOCAL GOVERNMENT REPORTING ENTITY**

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

All monies held in the Trust Fund are excluded from the financial statements. A separate statement of those monies appears at Note 13 to these financial statements.

**SIGNIFICANT ACCOUNTING POLICES**

**CRITICAL ACCOUNTING ESTIMATES**

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

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

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

- estimation of fair values of certain financial assets
- estimation of fair values of fixed assets shown at fair value
- impairment of financial assets

**GOODS AND SERVICES TAX**

Revenues, expenses and assets are recognised net of the amount of GST, except where the amount of GST incurred is not recoverable from the Australian Taxation Office (ATO). Receivables and payables are stated inclusive of GST receivable or payable. The net amount of GST recoverable from, or payable to, the ATO is included with receivables or payables in the statement of financial position. Cash flows are presented on a gross basis. The GST components of cash flows arising from investing or financing activities which are recoverable from, or payable to, the ATO are presented as operating cash flows.

**ROUNDING OFF FIGURES**

All figures shown in this statement are rounded to the nearest dollar.

**PREPARATION TIMING AND REVIEW**

Date prepared: All known transactions up to 12 November 2024

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

**(a) Non-cash items excluded from operating activities**

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

	Notes	Amended Budget	YTD Budget (a)	YTD Actual (b)
<b>Non-cash items excluded from operating activities</b>		\$	\$	\$
<b>Adjustments to operating activities</b>				
Less: Profit on asset disposals	6	(10,818)	(3,604)	0
Add: Loss on asset disposals	6	900	300	0
Add: Depreciation on assets		2,567,301	855,720	0
<b>Total non-cash items excluded from operating activities</b>		<b>2,557,383</b>	<b>852,416</b>	<b>0</b>

**(b) Adjustments to net current assets in the Statement of Financial Activity**

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

		Amended Budget Opening 30 June 2024	Last Year Closing 30 June 2024	Year to Date 31 October 2024
<b>Adjustments to net current assets</b>				
Less: Reserves - restricted cash	9	(677,913)	(677,911)	(677,923)
Add: Borrowings	8	171,275	171,275	132,559
Add: Provisions employee related provisions	10	256,648	256,648	270,026
<b>Total adjustments to net current assets</b>		<b>(249,990)</b>	<b>(249,988)</b>	<b>(275,338)</b>

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

**Current assets**

Cash and cash equivalents	2	1,552,524	1,552,524	2,977,064
Rates receivables	3	108,074	108,074	503,629
Receivables	3	141,361	187,930	25,992
Other current assets	4	22,043	72,516	71,597

**Less: Current liabilities**

Payables	5	(74,011)	(121,499)	(27,647)
Borrowings	8	(171,275)	(171,275)	(132,559)
Contract liabilities	10	(177,560)	(177,560)	(177,560)
Provisions	10	(256,648)	(256,648)	(270,026)
<b>Less: Total adjustments to net current assets</b>	1(b)	<b>(249,990)</b>	<b>(249,988)</b>	<b>(275,338)</b>

**Closing funding surplus / (deficit)**

**894,518                      944,074                      2,695,152**

**CURRENT AND NON-CURRENT CLASSIFICATION**

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

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

**OPERATING ACTIVITIES  
NOTE 2  
CASH AND FINANCIAL ASSETS**

Description	Classification	Unrestricted	Restricted	Total Cash	Trust	Institution	Interest Rate	Maturity Date
		\$	\$	\$	\$			
Municipal Cash at Bank		45,179	177,560	222,739		NAB	TBA	N/A
Municipal Cash Investments (Online and at call account)		2,752,718	0	2,752,718		NAB	TBA	N/A
Term Deposits - Restricted Funds		(677,016)	677,923	907		NAB	TBA	TBA
Petty Cash		700	0	700		N/A	N/A	N/A
<b>Total</b>		<b>2,121,581</b>	<b>855,483</b>	<b>2,977,064</b>	<b>0</b>			
<b>Comprising</b>								
Cash and cash equivalents		2,121,581	855,483	2,977,064	0			
		<b>2,121,581</b>	<b>855,483</b>	<b>2,977,064</b>	<b>0</b>			

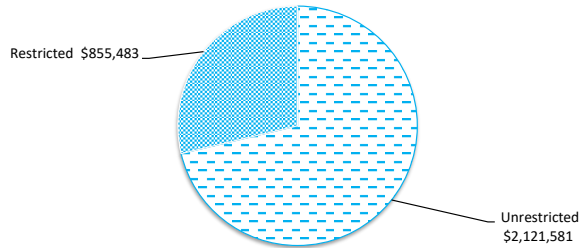
**KEY INFORMATION**

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

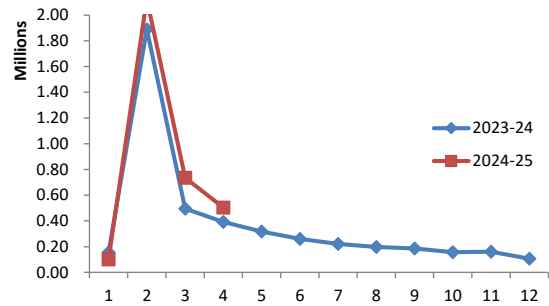
The local government classifies financial assets at amortised cost if both of the following criteria are met:

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

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



Rates receivable	30 Jun 2024	31 Oct 2024
	\$	\$
Opening arrears previous years	108,074	108,074
Levied this year	1,831,638	1,742,177
Less - collections to date	(1,831,638)	(1,346,622)
<b>Gross rates collectable</b>	<b>108,074</b>	<b>503,629</b>
<b>Net rates collectable</b>	<b>108,074</b>	<b>503,629</b>
% Collected	94.4%	72.8%



Receivables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Receivables - general	(1,408)	2,063	4,873	14,129	6,334	25,991
Percentage	-5.42%	7.94%	18.75%	54.36%	24.37%	100.00%
<b>Balance per trial balance</b>						
Sundry receivable						25,991
GST receivable						1
<b>Total receivables general outstanding</b>						<b>25,992</b>

Amounts shown above include GST (where applicable)

**KEY INFORMATION**

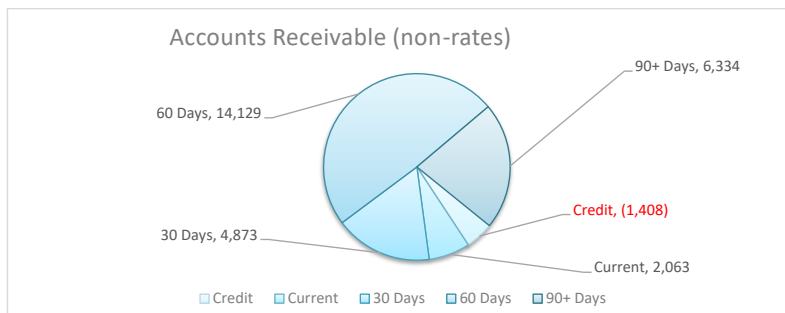
Trade and other receivables include amounts due from ratepayers for unpaid rates and service charges and other amounts due from third parties for goods sold and services performed in the ordinary course of business.

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.



	Opening Balance 1 July 2024	Asset Increase	Asset Reduction	Closing Balance 31 October 2024
<b>Other current assets</b>	\$	\$	\$	\$
<b>Inventory</b>				
Fuel	16,343	0	0	16,343
<b>Other Assets</b>				
Prepayments	5,700	0	0	5,700
Accrued income	50,473	0	(919)	49,554
<b>Total other current assets</b>	<b>72,516</b>	<b>0</b>	<b>(919)</b>	<b>71,597</b>

Amounts shown above include GST (where applicable)

#### KEY INFORMATION

##### Inventory

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

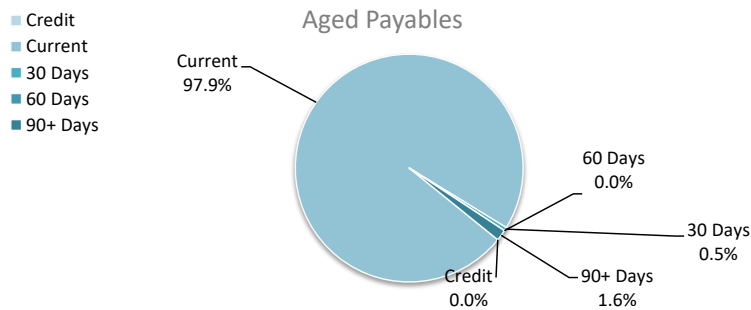
Net realisable value is the estimated selling price in the ordinary course of business less the estimated costs of completion and the estimated costs necessary to make the sale.

Payables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Payables - general	0	27,195	142	0	436	27,773
Percentage	0%	97.9%	0.5%	0%	1.6%	
<b>Balance per trial balance</b>						
Sundry creditors						35,059
Accrued salaries and wages						(20,348)
ATO liabilities						92
Bonds & Deposits						1,870
Accrued interest on loans						10,974
Accrued Expenses						0
Other payables [describe]						0
Other payables [describe]						0
<b>Total payables general outstanding</b>						<b>27,647</b>

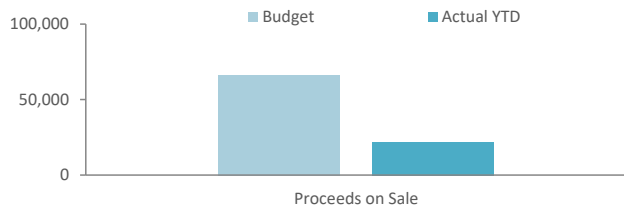
Amounts shown above include GST (where applicable)

**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.



Asset Ref.	Asset description	Budget				YTD Actual			
		Net Book Value	Proceeds	Profit	(Loss)	Net Book Value	Proceeds	Profit	(Loss)
		\$	\$	\$	\$	\$	\$	\$	\$
	<b>Plant and equipment</b>								
	<b>Transport</b>								
	Hino Truck	22,000	27,000	5,000	0	0	21,849	21,849	0
	DCEO Vehicle	16,000	21,818	5,818	0	0	0	0	0
	Dual Cab Utility	18,400	17,500	0	(900)	0	0	0	0
		<b>56,400</b>	<b>66,318</b>	<b>10,818</b>	<b>(900)</b>	<b>0</b>	<b>21,849</b>	<b>21,849</b>	<b>0</b>





Capital acquisitions	Amended		YTD Actual	YTD Actual Variance
	Budget	YTD Budget		
	\$	\$	\$	\$
Buildings	405,200	135,060	24,743	(110,317)
Furniture and equipment	81,700	27,228	0	(27,228)
Plant and equipment	258,409	195,464	153,609	(41,855)
Infrastructure - roads	2,875,228	958,360	251,426	(706,934)
Infrastructure - bridges	40,000	13,332	12,550	(782)
Infrastructure - parks, ovals & playgrounds	95,686	31,892	0	(31,892)
<b>Payments for Capital Acquisitions</b>	<b>3,816,223</b>	<b>1,381,336</b>	<b>442,328</b>	<b>(939,008)</b>
<b>Capital Acquisitions Funded By:</b>				
	\$	\$	\$	\$
Capital grants and contributions	2,760,046	920,004	1,301,337	381,333
Borrowings	250,000	83,332	0	(83,332)
Other (disposals & C/Fwd)	66,318	56,961	21,849	(35,112)
Contribution - operations	739,859	321,039	(880,858)	(1,201,897)
<b>Capital funding total</b>	<b>3,816,223</b>	<b>1,381,336</b>	<b>442,328</b>	<b>(939,008)</b>

#### SIGNIFICANT ACCOUNTING POLICIES

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

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

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

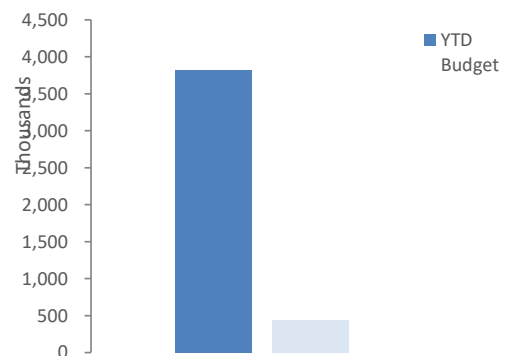
#### Initial recognition and measurement for assets held at cost

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

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

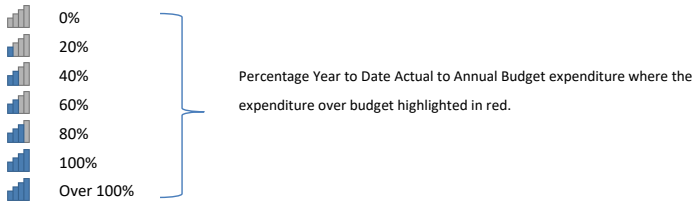
In relation to this initial measurement, cost is determined as the fair value of the assets given as consideration plus costs incidental to the acquisition. For assets acquired at zero cost or otherwise significantly less than fair value, cost is determined as fair value at the date of acquisition. The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

Payments for Capital Acquisitions



Capital expenditure total

Level of completion indicators



Level of completion indicator, please see table at the end of this note for further detail.

Account Description	Amended			Variance
	Budget	YTD Budget	YTD Actual	(Under)/Over
	\$	\$	\$	\$
<b>Land &amp; Buildings</b>				
C214 Land Purchase - Light Industrial Area	250,000	83,332	0	(83,332)
J4114D Administration Office Refurbishment	30,000	10,000	0	(10,000)
11057 CCTV Camera's	20,000	6,664	14	(6,650)
C215 Popanyinning School House (Lrci Funding)	35,000	11,664	23,206	11,542
C162 Cuballing Town Hall - Capital Works	60,000	20,000	0	(20,000)
C173 Skate Park Refurbishment	10,200	3,400	0	(3,400)
<b>Total Buildings</b>	<b>405,200</b>	<b>135,060</b>	<b>24,743</b>	<b>(110,317)</b>
<b>Furniture &amp; Equipment</b>				
04270 Capital Expenditure - Furniture & Equipment	81,700	27,228	0	(27,228)
<b>Total Furniture &amp; Equipment</b>	<b>81,700</b>	<b>27,228</b>	<b>0</b>	<b>(27,228)</b>
<b>Plant &amp; Equipment</b>				
12416 Capital Expenditure - Plant & Equipment - Hino Truck	101,000	101,000	100,746	(254)
04267 Capital Expenditure - Plant & Equipment - DCEO Vehicle	35,909	11,968	14,091	2,123
12406 Capital Purchase - Dual Cab Utility	63,000	63,000	38,772	(24,228)
12431 Outfront Mower & Trailer	53,000	17,664	0	(17,664)
12432 Bitumen Emulsion Trailer	5,500	1,832	0	(1,832)
<b>Total Plant &amp; Equipment</b>	<b>258,409</b>	<b>195,464</b>	<b>153,609</b>	<b>(41,855)</b>
<b>Roads</b>				
R001G Rrg - Stratherne Road Reconstruction 24/25	594,995	198,324	26,743	(171,581)
RTR139 Roads To Recovery - Darcy Street	296,656	98,872	11,569	(87,303)
RTR095 Roads To Recovery - Alton Street	237,962	79,308	18,639	(60,669)
WF007R Wheatbelt Secondary Freight Network - 2023/24 Cuballing East R	165,550	55,180	0	(55,180)
WSF008 Wheatbelt Secondary Freight - Cuballing East Reconstruction Slk'S	1,439,546	479,840	189,059	(290,781)
WSF007L Cuballing East Road - 24/25 Line Marking	100,000	33,332	0	(33,332)
WF129D Wheatbelt Secondary Freight 2022/23 Narrogin Wandering Road-	40,519	13,504	5,416	(8,088)
<b>Total Roads</b>	<b>2,875,228</b>	<b>958,360</b>	<b>251,426</b>	<b>(706,934)</b>
<b>Bridges</b>				
11214 Bridge Improvements - Capital Upgrades	40,000	13,332	12,550	(782)
<b>Total Bridges</b>	<b>40,000</b>	<b>13,332</b>	<b>12,550</b>	<b>(782)</b>
<b>Parks, Ovals &amp; Playgrounds</b>				
C207 Heritage Walk Trail	15,000	5,000	0	(5,000)
C216 Popanyinning Recreation Grounds	80,686	26,892	0	(26,892)
<b>Total Parks, Ovals &amp; Playgrounds</b>	<b>95,686</b>	<b>31,892</b>	<b>0</b>	<b>(31,892)</b>
<b>Other Infrastructure</b>				
C201 Cuballing Railway Reserve	30,000	10,000	0	(10,000)
C203 Cuballing War Memorial	0	0	0	0
C222 Cuballing Town Centre Master Plan	30,000	10,000	0	(10,000)
<b>Total Other Infrastructure</b>	<b>60,000</b>	<b>20,000</b>	<b>0</b>	<b>(20,000)</b>
<b>TOTAL CAPITAL EXPENDITURE</b>	<b>3,816,223</b>	<b>1,381,336</b>	<b>442,328</b>	<b>(939,008)</b>

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

FINANCING ACTIVITIES  
NOTE 8  
BORROWINGS

Repayments - borrowings

Information on borrowings Particulars	Loan No.	1 July 2024	New Loans		Principal Repayments		Principal Outstanding		Interest Repayments	
			Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget
		\$	\$	\$	\$	\$	\$	\$	\$	\$
<b>Education and welfare</b>										
Aged Accommodation	56	781,151	0	0	0	(75,330)	781,151	705,821	0	(31,410)
<b>Transport</b>										
Grader	67	407,025	0	0	(38,716)	(79,722)	368,309	327,303	(6,497)	(10,704)
<b>Other property and services</b>										
Austral Land	64	100,111	0	0	0	(16,223)	100,111	83,888	0	(3,669)
Industrial Land	68		0	250,000	0	(21,808)	0	228,192	0	(7,500)
										0
<b>Total</b>		1,288,287	0	250,000	(38,716)	(193,083)	1,249,571	1,345,204	(6,497)	(53,283)
Current borrowings		193,083					132,559			
Non-current borrowings		1,095,204					1,117,012			
		1,288,287					1,249,571			

All debenture repayments were financed by general purpose revenue.

The Shire has no unspent debenture funds as at 30th June 2023, nor is it expected to have unspent funds as at 30th June 2024.

KEY INFORMATION

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

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

# SHIRE OF CUBALLING

## MONTHLY FINANCIAL REPORT (Containing the Statement of Financial Activity) For the period ending 31 October 2024

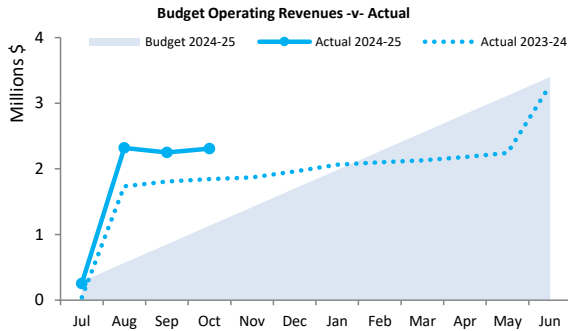
*LOCAL GOVERNMENT ACT 1995  
LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996*

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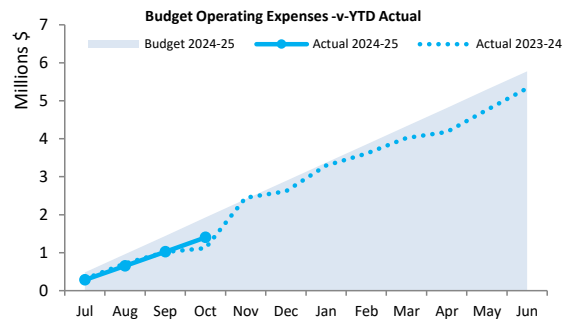
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**OPERATING ACTIVITIES**

**OPERATING REVENUE**

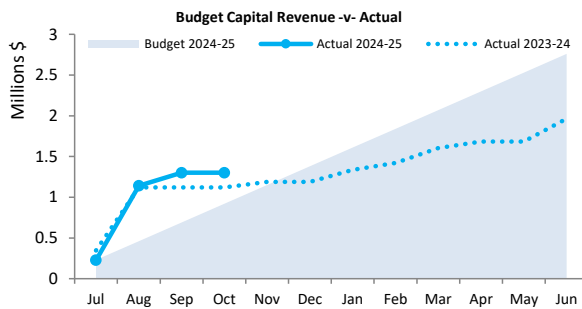


**OPERATING EXPENSES**

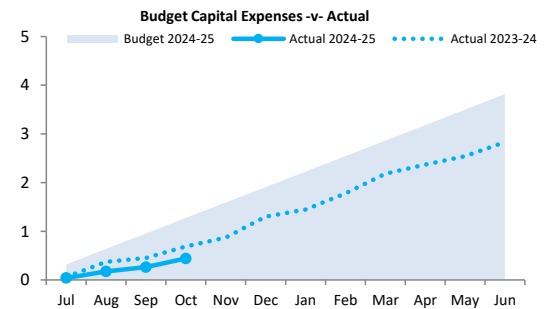


**INVESTING ACTIVITIES**

**CAPITAL REVENUE**

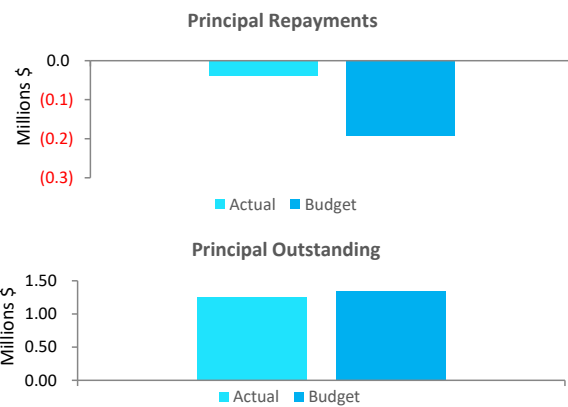


**CAPITAL EXPENSES**

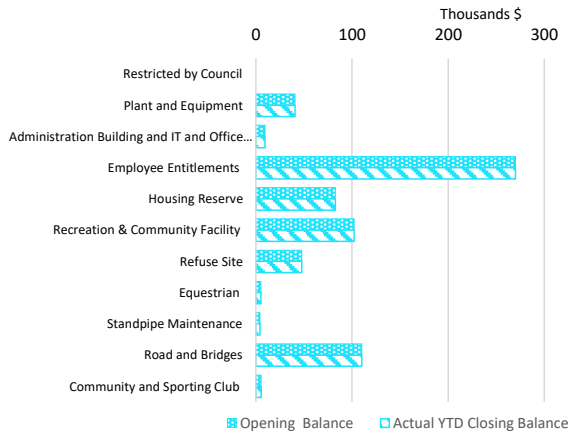


**FINANCING ACTIVITIES**

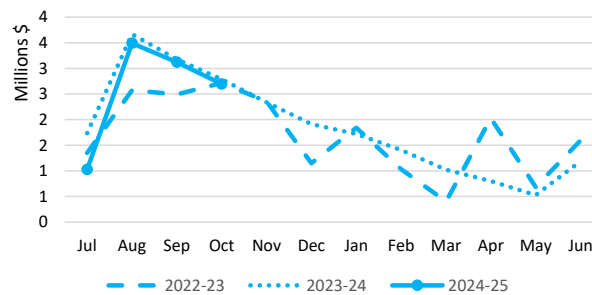
**BORROWINGS**



**RESERVES**



**Closing funding surplus / (deficit)**



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

Funding surplus / (deficit) Components

Funding surplus / (deficit)				
	Amended Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
Opening	\$0.89 M	\$0.89 M	\$0.94 M	\$0.05 M
Closing	\$0.02 M	\$1.69 M	\$2.70 M	\$1.01 M

Refer to Statement of Financial Activity

Cash and cash equivalents		
	\$2.98 M	% of total
Unrestricted Cash	\$2.12 M	71.3%
Restricted Cash	\$0.86 M	28.7%

Refer to Note 2 - Cash and Financial Assets

Payables		
	\$0.03 M	% Outstanding
Trade Payables	\$0.04 M	
0 to 30 Days		97.9%
Over 30 Days		2.1%
Over 90 Days		1.6%

Refer to Note 5 - Payables

Receivables		
	\$0.03 M	% Collected
Rates Receivable	\$0.50 M	72.8%
Trade Receivable	\$0.03 M	% Outstanding
Over 30 Days		97.5%
Over 90 Days		\$ M

Refer to Note 3 - Receivables

Key Operating Activities

Amount attributable to operating activities			
Amended Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
\$0.15 M	\$1.22 M	\$0.91 M	(\$0.31 M)

Refer to Statement of Financial Activity

Rates Revenue		
YTD Actual	\$1.74 M	% Variance
YTD Budget	\$1.71 M	1.9%

Refer to Statement of Financial Activity

Operating Grants and Contributions		
YTD Actual	\$0.33 M	% Variance
YTD Budget	\$0.45 M	(25.5%)

Refer to Note 11 - Operating Grants and Contributions

Fees and Charges		
YTD Actual	\$0.19 M	% Variance
YTD Budget	\$0.24 M	(22.3%)

Refer to Statement of Financial Activity

Key Investing Activities

Amount attributable to investing activities			
Amended Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
(\$0.99 M)		\$0.88 M	\$0.88 M

Refer to Statement of Financial Activity

Proceeds on sale		
YTD Actual	\$0.02 M	%
Amended Budget	\$0.07 M	(67.1%)

Refer to Note 6 - Disposal of Assets

Asset Acquisition		
YTD Actual	\$0.44 M	% Spent
Amended Budget	\$3.82 M	(88.4%)

Refer to Note 7 - Capital Acquisitions

Capital Grants		
YTD Actual	\$1.30 M	% Received
Amended Budget	\$2.76 M	(52.9%)

Refer to Note 7 - Capital Acquisitions

Key Financing Activities

Amount attributable to financing activities			
Amended Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
(\$0.04 M)	(\$0.02 M)	(\$0.04 M)	(\$0.02 M)

Refer to Statement of Financial Activity

Borrowings	
Principal repayments	\$0.04 M
Interest expense	\$0.01 M
Principal due	\$1.25 M

Refer to Note 8 - Borrowings

Reserves	
Reserves balance	\$0.68 M
Interest earned	\$0.00 M

Refer to Note 9 - Cash Reserves

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

## KEY TERMS AND DESCRIPTIONS FOR THE PERIOD ENDED 31 OCTOBER 2024

### REVENUE

#### RATES

All rates levied under the *Local Government Act 1995*. Includes general, differential, specified area rates, minimum rates, interim rates, back rates, ex-gratia rates, less discounts and concessions offered. Excludes administration fees, interest on instalments, interest on arrears, service charges and sewerage rates.

#### OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS

Refers to all amounts received as grants, subsidies and contributions that are not non-operating grants.

#### NON-OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS

Amounts received specifically for the acquisition, construction of new or the upgrading of identifiable non financial assets paid to a local government, irrespective of whether these amounts are received as capital grants, subsidies, contributions or donations.

#### REVENUE FROM CONTRACTS WITH CUSTOMERS

Revenue from contracts with customers is recognised when the local government satisfies its performance obligations under the contract.

#### FEES AND CHARGES

Revenues (other than service charges) from the use of facilities and charges made for local government services, sewerage rates, rentals, hire charges, fee for service, photocopying charges, licences, sale of goods or information, fines, penalties and administration fees. Local governments may wish to disclose more detail such as rubbish collection fees, rental of property, fines and penalties, and other fees and charges.

#### SERVICE CHARGES

Service charges imposed under *Division 6 of Part 6 of the Local Government Act 1995*. *Regulation 54 of the Local Government (Financial Management) Regulations 1996* identifies these as television and radio broadcasting, underground electricity and neighbourhood surveillance services. Exclude rubbish removal charges.

#### INTEREST EARNINGS

Interest and other items of a similar nature received from bank and investment accounts, interest on rate instalments, interest on rate arrears and interest on debtors.

#### OTHER REVENUE / INCOME

Other revenue, which can not be classified under the above headings, includes dividends, discounts, rebates, reimbursements etc.

#### PROFIT ON ASSET DISPOSAL

Excess of assets received over the net book value for assets on their disposal.

## NATURE OR TYPE DESCRIPTIONS

### EXPENSES

#### EMPLOYEE COSTS

All costs associated with the employment of person such as salaries, wages, allowances, benefits such as vehicle and housing, superannuation, employment expenses, removal expenses, relocation expenses, worker's compensation insurance, training costs, conferences, safety expenses, medical examinations, fringe benefit tax, etc.

#### MATERIALS AND CONTRACTS

All expenditures on materials, supplies and contracts not classified under other headings. These include supply of goods and materials, legal expenses, maintenance agreements, communication expenses, advertising expenses, membership, periodicals, publications, hire expenses, rental, postage and freight etc. Local governments may wish to disclose more detail such as contract services, consultancy, information technology, rental or lease expenditures.

#### UTILITIES (GAS, ELECTRICITY, WATER)

Expenditures made to the respective agencies for the provision of power, gas or water. Exclude expenditures incurred for the reinstatement of roadwork on behalf of these agencies.

#### INSURANCE

All insurance other than worker's compensation and health benefit insurance included as a cost of employment.

#### LOSS ON ASSET DISPOSAL

Shortfall between the value of assets received over the net book value for assets on their disposal.

#### DEPRECIATION ON NON-CURRENT ASSETS

Depreciation expense raised on all classes of assets.

#### INTEREST EXPENSES

Interest and other costs of finance paid, including costs of finance for loan debentures, overdraft accommodation and refinancing expenses.

#### OTHER EXPENDITURE

Statutory fees, taxes, allowance for impairment of assets, member's fees or State taxes. Donations and subsidies made to community groups.

**STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 OCTOBER 2024**

**BY NATURE OR TYPE**

	Ref Note	Amended Budget (a)	YTD Budget (b)	YTD Actual (c)	Variance \$ (c) - (b)	Variance % ((c) - (b))/(b)	Var.
		\$	\$	\$	\$	%	
<b>Opening funding surplus / (deficit)</b>	1(c)	894,518	894,518	944,074	49,556	5.54%	
<b>Revenue from operating activities</b>							
Rates		1,686,395	1,709,727	1,742,177	32,450	1.90%	
Operating grants, subsidies and contributions	11	1,085,176	446,096	332,540	(113,556)	(25.46%)	▼
Fees and charges		460,273	238,293	185,041	(53,252)	(22.35%)	▼
Interest earnings		65,067	21,684	34,393	12,709	58.61%	▲
Other revenue		61,270	20,408	15,520	(4,888)	(23.95%)	
Profit on disposal of assets	6	10,818	3,604	0	(3,604)	(100.00%)	
		<b>3,368,999</b>	<b>2,439,812</b>	<b>2,309,671</b>	<b>(130,141)</b>	<b>(5.33%)</b>	
<b>Expenditure from operating activities</b>							
Employee costs		(1,307,364)	(435,636)	(490,317)	(54,681)	(12.55%)	▼
Materials and contracts		(1,355,452)	(451,352)	(626,028)	(174,676)	(38.70%)	▼
Utility charges		(165,903)	(55,232)	(21,864)	33,368	60.41%	▲
Depreciation on non-current assets		(2,567,301)	(855,720)	0	855,720	100.00%	▲
Interest expenses		(53,284)	(6,497)	(6,497)	0	0.00%	
Insurance expenses		(232,332)	(216,791)	(219,690)	(2,899)	(1.34%)	
Other expenditure		(93,080)	(52,741)	(36,327)	16,414	31.12%	▲
Loss on disposal of assets	6	(900)	(300)	0	300	100.00%	
		<b>(5,775,616)</b>	<b>(2,074,269)</b>	<b>(1,400,723)</b>	<b>673,546</b>	<b>(32.47%)</b>	
Non-cash amounts excluded from operating activities	1(a)	2,557,383	852,416	0	(852,416)	(100.00%)	▼
<b>Amount attributable to operating activities</b>		<b>150,766</b>	<b>1,217,959</b>	<b>908,948</b>	<b>(309,011)</b>	<b>(25.37%)</b>	
<b>Investing activities</b>							
Proceeds from non-operating grants, subsidies and contributions	12	2,760,046	920,004	1,301,337	381,333	41.45%	▲
Proceeds from disposal of assets	6	66,318	56,961	21,849	(35,112)	(61.64%)	▼
Payments for property, plant and equipment and infrastructure	7	(3,816,223)	(1,381,336)	(442,328)	939,008	67.98%	▲
<b>Amount attributable to investing activities</b>		<b>(989,859)</b>	<b>(404,371)</b>	<b>880,858</b>	<b>1,285,229</b>	<b>(317.83%)</b>	
<b>Financing Activities</b>							
Proceeds from new debentures	8	250,000	83,332	0	(83,332)	(100.00%)	▼
Repayment of debentures	8	(193,083)	(70,373)	(38,716)	31,657	44.98%	▲
Transfer to reserves	9	(96,851)	(32,264)	(12)	32,252	99.96%	▲
<b>Amount attributable to financing activities</b>		<b>(39,934)</b>	<b>(19,305)</b>	<b>(38,728)</b>	<b>(19,423)</b>	<b>100.61%</b>	
<b>Closing funding surplus / (deficit)</b>	1(c)	<b>15,491</b>	<b>1,688,801</b>	<b>2,695,152</b>	<b>1,006,351</b>	<b>(59.59%)</b>	▲

**KEY INFORMATION**

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

Refer to Note 15 for an explanation of the reasons for the variance.

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



**BASIS OF PREPARATION**

The financial report has been prepared in accordance with Australian Accounting Standards (as they apply to local governments and not-for-profit entities) and interpretations of the Australian Accounting Standards Board, and the *Local Government Act 1995* and accompanying Regulations.

The *Local Government Act 1995* and accompanying Regulations take precedence over Australian Accounting Standards where they are inconsistent.

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.

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

**THE LOCAL GOVERNMENT REPORTING ENTITY**

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

All monies held in the Trust Fund are excluded from the financial statements. A separate statement of those monies appears at Note 13 to these financial statements.

**SIGNIFICANT ACCOUNTING POLICES**

**CRITICAL ACCOUNTING ESTIMATES**

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

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

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

- estimation of fair values of certain financial assets
- estimation of fair values of fixed assets shown at fair value
- impairment of financial assets

**GOODS AND SERVICES TAX**

Revenues, expenses and assets are recognised net of the amount of GST, except where the amount of GST incurred is not recoverable from the Australian Taxation Office (ATO). Receivables and payables are stated inclusive of GST receivable or payable. The net amount of GST recoverable from, or payable to, the ATO is included with receivables or payables in the statement of financial position. Cash flows are presented on a gross basis. The GST components of cash flows arising from investing or financing activities which are recoverable from, or payable to, the ATO are presented as operating cash flows.

**ROUNDING OFF FIGURES**

All figures shown in this statement are rounded to the nearest dollar.

**PREPARATION TIMING AND REVIEW**

Date prepared: All known transactions up to 12 November 2024

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

**(a) Non-cash items excluded from operating activities**

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

	Notes	Amended Budget	YTD Budget (a)	YTD Actual (b)
<b>Non-cash items excluded from operating activities</b>		\$	\$	\$
<b>Adjustments to operating activities</b>				
Less: Profit on asset disposals	6	(10,818)	(3,604)	0
Add: Loss on asset disposals	6	900	300	0
Add: Depreciation on assets		2,567,301	855,720	0
<b>Total non-cash items excluded from operating activities</b>		<b>2,557,383</b>	<b>852,416</b>	<b>0</b>

**(b) Adjustments to net current assets in the Statement of Financial Activity**

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

		Amended Budget Opening 30 June 2024	Last Year Closing 30 June 2024	Year to Date 31 October 2024
<b>Adjustments to net current assets</b>				
Less: Reserves - restricted cash	9	(677,913)	(677,911)	(677,923)
Add: Borrowings	8	171,275	171,275	132,559
Add: Provisions employee related provisions	10	256,648	256,648	270,026
<b>Total adjustments to net current assets</b>		<b>(249,990)</b>	<b>(249,988)</b>	<b>(275,338)</b>

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

**Current assets**

Cash and cash equivalents	2	1,552,524	1,552,524	2,977,064
Rates receivables	3	108,074	108,074	503,629
Receivables	3	141,361	187,930	25,992
Other current assets	4	22,043	72,516	71,597

**Less: Current liabilities**

Payables	5	(74,011)	(121,499)	(27,647)
Borrowings	8	(171,275)	(171,275)	(132,559)
Contract liabilities	10	(177,560)	(177,560)	(177,560)
Provisions	10	(256,648)	(256,648)	(270,026)
<b>Less: Total adjustments to net current assets</b>	1(b)	<b>(249,990)</b>	<b>(249,988)</b>	<b>(275,338)</b>

**Closing funding surplus / (deficit)**

**894,518                      944,074                      2,695,152**

**CURRENT AND NON-CURRENT CLASSIFICATION**

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

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

**OPERATING ACTIVITIES  
NOTE 2  
CASH AND FINANCIAL ASSETS**

Description	Classification	Unrestricted	Restricted	Total Cash	Trust	Institution	Interest Rate	Maturity Date
		\$	\$	\$	\$			
Municipal Cash at Bank		45,179	177,560	222,739		NAB	TBA	N/A
Municipal Cash Investments (Online and at call account)		2,752,718	0	2,752,718		NAB	TBA	N/A
Term Deposits - Restricted Funds		(677,016)	677,923	907		NAB	TBA	TBA
Petty Cash		700	0	700		N/A	N/A	N/A
<b>Total</b>		<b>2,121,581</b>	<b>855,483</b>	<b>2,977,064</b>	<b>0</b>			
<b>Comprising</b>								
Cash and cash equivalents		2,121,581	855,483	2,977,064	0			
		<b>2,121,581</b>	<b>855,483</b>	<b>2,977,064</b>	<b>0</b>			

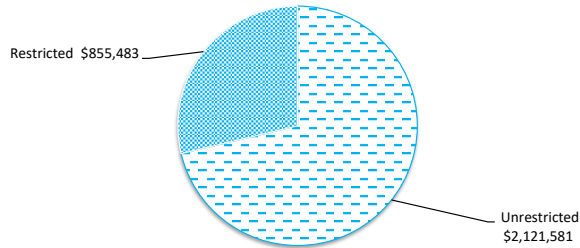
**KEY INFORMATION**

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

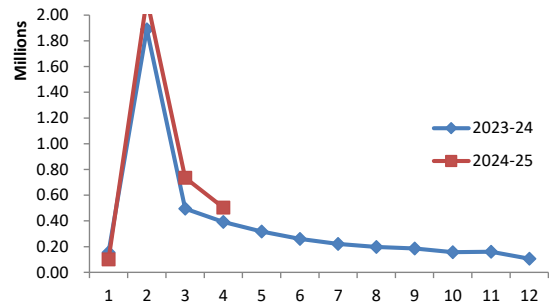
The local government classifies financial assets at amortised cost if both of the following criteria are met:

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

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



Rates receivable	30 Jun 2024	31 Oct 2024
	\$	\$
Opening arrears previous years	108,074	108,074
Levied this year	1,831,638	1,742,177
Less - collections to date	(1,831,638)	(1,346,622)
Gross rates collectable	108,074	503,629
Net rates collectable	108,074	503,629
% Collected	94.4%	72.8%



Receivables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Receivables - general	(1,408)	2,063	4,873	14,129	6,334	25,991
Percentage	-5.42%	7.94%	18.75%	54.36%	24.37%	100.00%
<b>Balance per trial balance</b>						
Sundry receivable						25,991
GST receivable						1
<b>Total receivables general outstanding</b>						<b>25,992</b>

Amounts shown above include GST (where applicable)

**KEY INFORMATION**

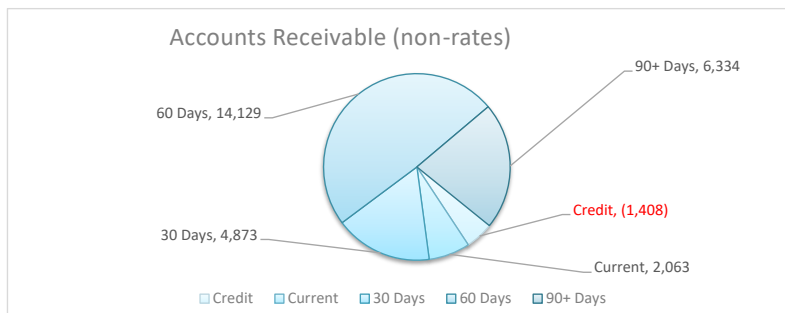
Trade and other receivables include amounts due from ratepayers for unpaid rates and service charges and other amounts due from third parties for goods sold and services performed in the ordinary course of business.

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.



	Opening Balance 1 July 2024	Asset Increase	Asset Reduction	Closing Balance 31 October 2024
<b>Other current assets</b>	\$	\$	\$	\$
<b>Inventory</b>				
Fuel	16,343	0	0	16,343
<b>Other Assets</b>				
Prepayments	5,700	0	0	5,700
Accrued income	50,473	0	(919)	49,554
<b>Total other current assets</b>	<b>72,516</b>	<b>0</b>	<b>(919)</b>	<b>71,597</b>
<b>Amounts shown above include GST (where applicable)</b>				

KEY INFORMATION

**Inventory**

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

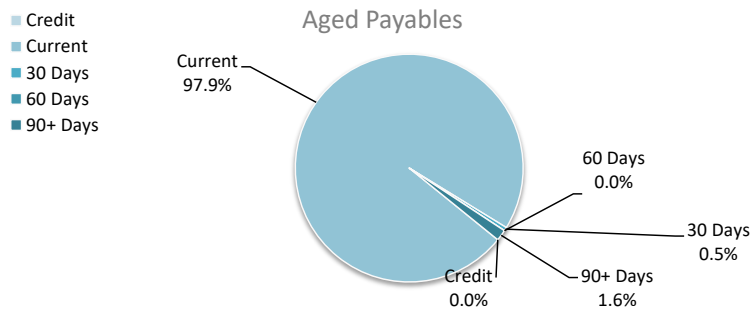
Net realisable value is the estimated selling price in the ordinary course of business less the estimated costs of completion and the estimated costs necessary to make the sale.

Payables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Payables - general	0	27,195	142	0	436	27,773
Percentage	0%	97.9%	0.5%	0%	1.6%	
<b>Balance per trial balance</b>						
Sundry creditors						35,059
Accrued salaries and wages						(20,348)
ATO liabilities						92
Bonds & Deposits						1,870
Accrued interest on loans						10,974
Accrued Expenses						0
Other payables [describe]						0
Other payables [describe]						0
<b>Total payables general outstanding</b>						<b>27,647</b>

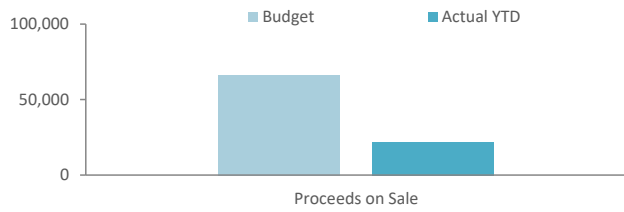
Amounts shown above include GST (where applicable)

**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.



Asset Ref.	Asset description	Budget				YTD Actual			
		Net Book Value	Proceeds	Profit	(Loss)	Net Book Value	Proceeds	Profit	(Loss)
		\$	\$	\$	\$	\$	\$	\$	\$
	<b>Plant and equipment</b>								
	<b>Transport</b>								
	Hino Truck	22,000	27,000	5,000	0	0	21,849	21,849	0
	DCEO Vehicle	16,000	21,818	5,818	0	0	0	0	0
	Dual Cab Utility	18,400	17,500	0	(900)	0	0	0	0
		<b>56,400</b>	<b>66,318</b>	<b>10,818</b>	<b>(900)</b>	<b>0</b>	<b>21,849</b>	<b>21,849</b>	<b>0</b>



Capital acquisitions	Amended		YTD Actual	YTD Actual Variance
	Budget	YTD Budget		
	\$	\$	\$	\$
Buildings	405,200	135,060	24,743	(110,317)
Furniture and equipment	81,700	27,228	0	(27,228)
Plant and equipment	258,409	195,464	153,609	(41,855)
Infrastructure - roads	2,875,228	958,360	251,426	(706,934)
Infrastructure - bridges	40,000	13,332	12,550	(782)
Infrastructure - parks, ovals & playgrounds	95,686	31,892	0	(31,892)
<b>Payments for Capital Acquisitions</b>	<b>3,816,223</b>	<b>1,381,336</b>	<b>442,328</b>	<b>(939,008)</b>
<b>Capital Acquisitions Funded By:</b>				
	\$	\$	\$	\$
Capital grants and contributions	2,760,046	920,004	1,301,337	381,333
Borrowings	250,000	83,332	0	(83,332)
Other (disposals & C/Fwd)	66,318	56,961	21,849	(35,112)
Contribution - operations	739,859	321,039	(880,858)	(1,201,897)
<b>Capital funding total</b>	<b>3,816,223</b>	<b>1,381,336</b>	<b>442,328</b>	<b>(939,008)</b>

#### SIGNIFICANT ACCOUNTING POLICIES

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

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

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

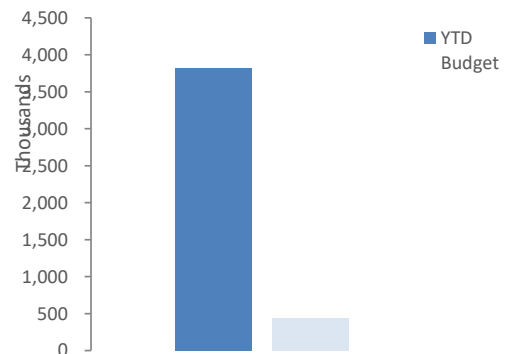
#### Initial recognition and measurement for assets held at cost

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

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

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

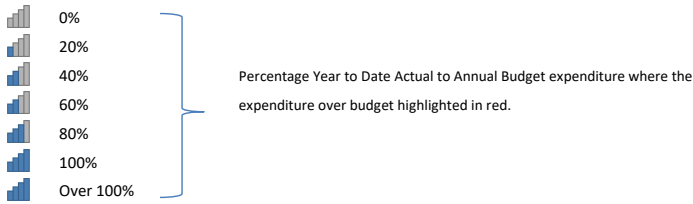
Payments for Capital Acquisitions





Capital expenditure total

Level of completion indicators



Level of completion indicator, please see table at the end of this note for further detail.

Account Description		Amended			Variance
		Budget	YTD Budget	YTD Actual	(Under)/Over
		\$	\$	\$	\$
<b>Land &amp; Buildings</b>					
C214	Land Purchase - Light Industrial Area	250,000	83,332	0	(83,332)
J4114D	Administration Office Refurbishment	30,000	10,000	0	(10,000)
11057	CCTV Camera's	20,000	6,664	14	(6,650)
C215	Popanyinning School House (Lrci Funding)	35,000	11,664	23,206	11,542
C162	Cuballing Town Hall - Capital Works	60,000	20,000	0	(20,000)
C173	Skate Park Refurbishment	10,200	3,400	0	(3,400)
<b>Total Buildings</b>		<b>405,200</b>	<b>135,060</b>	<b>24,743</b>	<b>(110,317)</b>
<b>Furniture &amp; Equipment</b>					
04270	Capital Expenditure - Furniture & Equipment	81,700	27,228	0	(27,228)
<b>Total Furniture &amp; Equipment</b>		<b>81,700</b>	<b>27,228</b>	<b>0</b>	<b>(27,228)</b>
<b>Plant &amp; Equipment</b>					
12416	Capital Expenditure - Plant & Equipment - Hino Truck	101,000	101,000	100,746	(254)
04267	Capital Expenditure - Plant & Equipment - DCEO Vehicle	35,909	11,968	14,091	2,123
12406	Capital Purchase - Dual Cab Utility	63,000	63,000	38,772	(24,228)
12431	Outfront Mower & Trailer	53,000	17,664	0	(17,664)
12432	Blitumen Emulsion Trailer	5,500	1,832	0	(1,832)
<b>Total Plant &amp; Equipment</b>		<b>258,409</b>	<b>195,464</b>	<b>153,609</b>	<b>(41,855)</b>
<b>Roads</b>					
R001G	Rrg - Stratherne Road Reconstruction 24/25	594,995	198,324	26,743	(171,581)
RTR139	Roads To Recovery - Darcy Street	296,656	98,872	11,569	(87,303)
RTR095	Roads To Recovery - Alton Street	237,962	79,308	18,639	(60,669)
WF007R	Wheatbelt Secondary Freight Network - 2023/24 Cuballing East R	165,550	55,180	0	(55,180)
WSF008	Wheatbelt Secondary Freight - Cuballing East Reconstruction Slk'S	1,439,546	479,840	189,059	(290,781)
WSF007L	Cuballing East Road - 24/25 Line Marking	100,000	33,332	0	(33,332)
WF129D	Wheatbelt Secondary Freight 2022/23 Narrogin Wandering Road-	40,519	13,504	5,416	(8,088)
<b>Total Roads</b>		<b>2,875,228</b>	<b>958,360</b>	<b>251,426</b>	<b>(706,934)</b>
<b>Bridges</b>					
11214	Bridge Improvements - Capital Upgrades	40,000	13,332	12,550	(782)
<b>Total Bridges</b>		<b>40,000</b>	<b>13,332</b>	<b>12,550</b>	<b>(782)</b>
<b>Parks, Ovals &amp; Playgrounds</b>					
C207	Heritage Walk Trail	15,000	5,000	0	(5,000)
C216	Popanyinning Recreation Grounds	80,686	26,892	0	(26,892)
<b>Total Parks, Ovals &amp; Playgrounds</b>		<b>95,686</b>	<b>31,892</b>	<b>0</b>	<b>(31,892)</b>
<b>Other Infrastructure</b>					
C201	Cuballing Railway Reserve	30,000	10,000	0	(10,000)
C203	Cuballing War Memorial	0	0	0	0
C222	Cuballing Town Centre Master Plan	30,000	10,000	0	(10,000)
<b>Total Other Infrastructure</b>		<b>60,000</b>	<b>20,000</b>	<b>0</b>	<b>(20,000)</b>
<b>TOTAL CAPITAL EXPENDITURE</b>		<b>3,816,223</b>	<b>1,381,336</b>	<b>442,328</b>	<b>(939,008)</b>

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

FINANCING ACTIVITIES  
NOTE 8  
BORROWINGS

Repayments - borrowings

Information on borrowings Particulars	Loan No.	1 July 2024	New Loans		Principal Repayments		Principal Outstanding		Interest Repayments	
			Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget
		\$	\$	\$	\$	\$	\$	\$	\$	\$
<b>Education and welfare</b>										
Aged Accommodation	56	781,151	0	0	0	(75,330)	781,151	705,821	0	(31,410)
<b>Transport</b>										
Grader	67	407,025	0	0	(38,716)	(79,722)	368,309	327,303	(6,497)	(10,704)
<b>Other property and services</b>										
Austral Land	64	100,111	0	0	0	(16,223)	100,111	83,888	0	(3,669)
Industrial Land	68		0	250,000	0	(21,808)	0	228,192	0	(7,500)
										0
<b>Total</b>		1,288,287	0	250,000	(38,716)	(193,083)	1,249,571	1,345,204	(6,497)	(53,283)
Current borrowings		193,083					132,559			
Non-current borrowings		1,095,204					1,117,012			
		1,288,287					1,249,571			

All debenture repayments were financed by general purpose revenue.

The Shire has no unspent debenture funds as at 30th June 2023, nor is it expected to have unspent funds as at 30th June 2024.

KEY INFORMATION

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

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

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

**OPERATING ACTIVITIES  
NOTE 9  
RESERVE ACCOUNTS**

**Reserve accounts**

<b>Reserve name</b>	<b>Opening Balance</b>	<b>Budget Interest Earned</b>	<b>Actual Interest Earned</b>	<b>Budget Transfers In (+)</b>	<b>Actual Transfers In (+)</b>	<b>Budget Transfers Out (-)</b>	<b>Actual Transfers Out (-)</b>	<b>Budget Closing Balance</b>	<b>Actual YTD Closing Balance</b>
	\$	\$	\$	\$	\$	\$	\$	\$	\$
<b>Restricted by Council</b>									
Plant and Equipment	40,658	61,823	1	0	0	0	0	102,481	40,659
Administration Building and IT and Office	9,598	428	0	(9,000)	0	0	0	1,026	9,598
Employee Entitlements	270,021	12,150	5	0	0	0	0	282,171	270,026
Housing Reserve	82,622	3,690	1	0	0	0	0	86,312	82,623
Recreation & Community Facility	102,174	20,000	2	0	0	0	0	122,174	102,176
Refuse Site	47,647	2,138	1	0	0	0	0	49,785	47,648
Equestrian	5,151	230	0	0	0	0	0	5,381	5,151
Standpipe Maintenance	4,295	194	0	0	0	0	0	4,489	4,295
Road and Bridges	110,168	4,950	2	0	0	0	0	115,118	110,170
Community and Sporting Club	5,577	248	0	0	0	0	0	5,825	5,577
	<b>677,911</b>	<b>105,851</b>	<b>12</b>	<b>(9,000)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>774,762</b>	<b>677,923</b>

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

**NOTE 15  
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 2024-25 year is \$5,000 or 10.00% whichever is the greater.

Nature or type	Var. \$	Var. %	Timing/Permanent	Explanation of positive variances
				Comments
	\$	%		
<b>Opening funding surplus / (deficit)</b>	49,556	5.54%		
<b>Revenue from operating activities</b>				
Rates	32,450	1.90%	Timing	Interim Rates (\$3k), Rate W/off (18k), Disc All (10k)
Operating grants, subsidies and contributions	(113,556)	(25.46%) ▼	Timing	FESA Grant Qtly Pmt & Fire Mitigation Biannual Pmt
Fees and charges	(53,252)	(22.35%) ▼	Timing	Standpipe charges (46k), Groovefest income to be finalised (8k)
Interest earnings	12,709	58.61% ▲	Timing	Higher Interest Rates (7k) & higher rate instalment option (3k)
Other revenue	(4,888)	(23.95%) ▼	Timing	Diesel Fuel Rebate (1k), Legal Costs (2k)
Profit on disposal of assets	(3,604)	(100.00%) ▼	Timing	Nil profit on asset disposal
<b>Expenditure from operating activities</b>				
Employee costs	(54,681)	(12.55%) ▼	Timing	Groovefest (7k) & Maintenance Grading (32k)
Materials and contracts	(174,676)	(38.70%) ▼	Timing	Community Events - Groovefest (133k), Mtce Roads & Sts (37k)
Utility charges	33,368	60.41% ▲	Timing	Decreased Standpipe usage
Depreciation on non-current assets	855,720	100.00% ▲	Timing	Depreciation processing deferred until adoption of Annual Financial
Interest expenses	0	0.00%	Timing	
Insurance expenses	(2,899)	(1.34%) ▼	Timing	Immaterial
Other expenditure	16,414	31.12% ▲	Timing	Members conferences, fees & allowances
Loss on disposal of assets	300	100.00%	Timing	No Assets disposed
Non-cash amounts excluded from operating activities	(852,416)	(100.00%) ▼	Timing	No Depreciation run for this financial year
<b>Investing activities</b>				
Proceeds from non-operating grants, subsidies and contributions	381,333	41.45% ▲	Timing	WSFN - first 40% (377k), LRCI Phase 4a & b First 60%
Proceeds from disposal of assets	(35,112)	(61.64%) ▼	Timing	Hino Truck auction (22k)
Payments for property, plant and equipment and infrastr	939,008	67.98% ▲	Timing	Budget spread over 12 months
Non-cash amounts excluded from investing activities	0	0.00%		
<b>Financing activities</b>				
Proceeds from new debentures	(83,332)	▼		Nil new debentures
Transfer from reserves	0	0.00%	Timing	Not Applicable
Payments for principal portion of lease liabilities	0	0.00%	Timing	Not Applicable
Repayment of debentures	31,657	44.98% ▲	Timing	Grader Loan Repayments -Budget spread over 12 months
Transfer to reserves	32,252	99.96% ▲		Tsf at EOY
<b>Closing funding surplus / (deficit)</b>	1,006,351	(59.59%) ▼		

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

**OPERATING ACTIVITIES  
NOTE 9  
RESERVE ACCOUNTS**

**Reserve accounts**

<b>Reserve name</b>	<b>Opening Balance</b>	<b>Budget Interest Earned</b>	<b>Actual Interest Earned</b>	<b>Budget Transfers In (+)</b>	<b>Actual Transfers In (+)</b>	<b>Budget Transfers Out (-)</b>	<b>Actual Transfers Out (-)</b>	<b>Budget Closing Balance</b>	<b>Actual YTD Closing Balance</b>
	\$	\$	\$	\$	\$	\$	\$	\$	\$
<b>Restricted by Council</b>									
Plant and Equipment	40,658	61,823	1	0	0	0	0	102,481	40,659
Administration Building and IT and Office	9,598	428	0	(9,000)	0	0	0	1,026	9,598
Employee Entitlements	270,021	12,150	5	0	0	0	0	282,171	270,026
Housing Reserve	82,622	3,690	1	0	0	0	0	86,312	82,623
Recreation & Community Facility	102,174	20,000	2	0	0	0	0	122,174	102,176
Refuse Site	47,647	2,138	1	0	0	0	0	49,785	47,648
Equestrian	5,151	230	0	0	0	0	0	5,381	5,151
Standpipe Maintenance	4,295	194	0	0	0	0	0	4,489	4,295
Road and Bridges	110,168	4,950	2	0	0	0	0	115,118	110,170
Community and Sporting Club	5,577	248	0	0	0	0	0	5,825	5,577
	<b>677,911</b>	<b>105,851</b>	<b>12</b>	<b>(9,000)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>774,762</b>	<b>677,923</b>

	Note	Opening Balance 1 July 2024	Liability transferred from/(to) non current	Liability Increase	Liability Reduction	Closing Balance 31 October 2024
<b>Other current liabilities</b>		\$		\$	\$	\$
<b>Other liabilities</b>						
- Capital grant/contribution liabilities		177,560	0	0	0	177,560
<b>Total other liabilities</b>		177,560	0	0	0	177,560
<b>Employee Related Provisions</b>						
Annual leave		130,498	0	0		130,498
Long service leave		126,150	0	0		126,150
<b>Total Employee Related Provisions</b>		256,648	0	0	0	256,648
<b>Total other current assets</b>		<b>434,208</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>434,208</b>

Amounts shown above include GST (where applicable)

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

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.

Provider	Unspent operating grant, subsidies and contributions liability					Operating grants, subsidies and contributions revenue		
	Liability	Increase in Liability	Decrease in Liability	Liability	Current Liability	Amended Budget Revenue	YTD Budget	YTD Revenue Actual
	1 July 2024		(As revenue)	31 Oct 2024	31 Oct 2024			
	\$	\$	\$	\$	\$	\$	\$	\$
<b>Operating grants and subsidies</b>								
<b>Governance</b>								
Income - Grant - Traineeship Incentives	0	0	0	0	0	35,596	11,864	0
<b>General purpose funding</b>								
Income - Grants Commission	0	0	0	0	0	312,034	104,008	21,013
<b>Law, order, public safety</b>								
Income - Fire Prevention - Grants	0	0	0	0	0	67,960	22,652	33,980
Income Fire Mitigation Grants	0	0	0	0	0	182,400	60,800	91,200
Income - DFES Aware Grant	0	0	0	0	0	20,900	6,964	0
<b>Recreation and culture</b>								
Income - Youth Activity Funding	0	0	0	0	0	1,000	332	0
INCOME - Community Development & Events	0	0	0	0	0	19,000	6,332	0
Community Development & Events - Grants	0	0	0	0	0	6,000	2,000	0
Community Development & Events - Other	0	0	0	0	0	0	0	0
Income - Cuby Groovefest	0	0	0	0	0	124,091	41,360	45,236
<b>Transport</b>								
Income - Grant - MRWA Direct	0	0	0	0	0	126,580	126,580	126,580
Income - Grants Commission Local Road Grant	0	0	0	0	0	189,615	63,204	10,537
	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,085,176</b>	<b>446,096</b>	<b>328,546</b>
<b>Operating contributions</b>								
<b>Economic services</b>								
Income Relating to Tourism & Area Promotion	0	0	0	0	0	0	0	4,000
	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>3,994</b>
<b>TOTALS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,085,176</b>	<b>446,096</b>	<b>332,540</b>





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

**NOTE 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:

Description	Opening Balance 1 July 2024	Amount Received	Amount Paid	Closing Balance 31 Oct 2024
	\$	\$	\$	\$
Cuballing Cricket Club	200	0	0	200
Department of Transport - Licensing	8,374	79,788	(77,507)	10,655
	<b>8,574</b>	<b>79,788</b>	<b>(77,507)</b>	<b>10,855</b>

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

**NOTE 14  
BUDGET AMENDMENTS**

Proposed amendments to original budget since budget adoption. Surplus/(Deficit)

GL Code	Description	Council Resolution	Classification	Non Cash Adjustment	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
	<b>Budget Adoption</b>			\$	\$	\$	\$ 15,491
	Opening Surplus(Deficit)		Opening Surplus(Deficit)				
	Nil Changes						
				<b>0</b>	<b>0</b>	<b>0</b>	<b>15,491</b>

**KEY INFORMATION**

Nil

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

**NOTE 15  
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.

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Nature or type	Var. \$	Var. %	Timing/Permanent	Explanation of positive variances
				Comments
	\$	%		
<b>Opening funding surplus / (deficit)</b>	49,556	5.54%		
<b>Revenue from operating activities</b>				
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Operating grants, subsidies and contributions	(113,556)	(25.46%) ▼	Timing	FESA Grant Qtly Pmt & Fire Mitigation Biannual Pmt
Fees and charges	(53,252)	(22.35%) ▼	Timing	Standpipe charges (46k), Groovefest income to be finalised (8k)
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<b>Expenditure from operating activities</b>				
Employee costs	(54,681)	(12.55%) ▼	Timing	Groovefest (7k) & Maintenance Grading (32k)
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Non-cash amounts excluded from operating activities	(852,416)	(100.00%) ▼	Timing	No Depreciation run for this financial year
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Proceeds from non-operating grants, subsidies and contributions	381,333	41.45% ▲	Timing	WSFN - first 40% (377k), LRCI Phase 4a & b First 60%
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Payments for property, plant and equipment and infrastr	939,008	67.98% ▲	Timing	Budget spread over 12 months
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<b>Financing activities</b>				
Proceeds from new debentures	(83,332)	▼		Nil new debentures
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Payments for principal portion of lease liabilities	0	0.00%	Timing	Not Applicable
Repayment of debentures	31,657	44.98% ▲	Timing	Grader Loan Repayments -Budget spread over 12 months
Transfer to reserves	32,252	99.96% ▲		Tsf at EOY
<b>Closing funding surplus / (deficit)</b>	1,006,351	(59.59%) ▼		

## 9.2 CHIEF EXECUTIVE OFFICER:

### 9.2.1 Application for Development Approval – Oversized outbuilding – Lot 410 (No. 42) Clifford Street, Cuballing

Location:	Lot 410 (No. 42) Clifford Street, Cuballing
Applicant:	Stuart Budd
Landowner:	Stuart Budd
File Ref. No:	A42
Disclosure of Interest:	Nil
Date:	7 November 2024
Author:	Chris Paget
Attachments	9.2.1A Information from applicant 9.2.1B Location plan 9.2.1C Outbuildings Policy

#### Summary

**Development approval is recommended for an oversized outbuilding at Lot 410 (No. 42) Clifford Street, Cuballing.**

#### Background

##### 1. *The application*

The reason Council is considering the Development Application is because the floor area of the proposed outbuilding, combined with the existing outbuildings on the property, is larger than the maximum floor area set out in Council's Outbuilding Policy for a Rural Residential zoned property.

The floor area of the proposed outbuilding is 72m<sup>2</sup> which will adjoin an existing outbuilding with an area of 110m<sup>2</sup>. There is also a smaller separate outbuilding of 70m<sup>2</sup>. The total area of existing and proposed outbuildings is approximately 252m<sup>2</sup>. The existing outbuildings are used for storage and hobbies.

The proposed outbuilding has a length of 9m, a width of 8m, a wall height of 3m and is 3.875m to the roof apex. The outbuilding will be constructed of Zinalume including for the walls, roof, roof gutters and flashing. The outbuilding is proposed to be used to park vehicles.

The proposed outbuilding is setback 4.9m from the northern property boundary, 32m from the western boundary and approximately 100m from the eastern boundary.

Details submitted by the applicant are set out in Attachment 9.2.1A. The applicant has also provided signed neighbour consent letters from two neighbours.

##### 2. *Application site*

The site is outlined in Attachment 9.2.1B. The site is 1.1337 hectares in area and contains an existing dwelling and two outbuildings.

##### 3. *Planning framework*

The site is zoned 'Rural Residential' in the *Shire of Cuballing Local Planning Scheme No. 2* (LPS2). LPS2 sets a 10m side setback standard in the Rural Residential zone. Clause 34 of LPS2 enables the Shire to vary site and development requirements including setbacks where it is satisfied that the development will not have a significant adverse effect on occupants in the locality.

Council's Outbuildings Policy is set out in Attachment 9.2.1C.

The property is within a bushfire prone area.

### Comment

While noting the application is inconsistent with a component of Council's Outbuilding Policy, due to the floor area, the Development Application is conditionally supported. This follows assessment against the planning framework, information provided by the applicant, the size of the property and site characteristics. Conditional approval is recommended given:

- The outbuilding is considered compatible with its setting in terms of height, bulk, scale, orientation and appearance.
- The outbuilding will not detract from the streetscape given it is located approximately 100m from the front boundary (Clifford Street) and is screened by existing buildings.
- There will be no overshadowing onto neighbouring dwellings.
- Consent letters were received from two neighbours; and
- Recommended development conditions and advice can assist to address any possible amenity considerations.

### Strategic Implications

Nil

### Statutory Environment

*Planning and Development Act 2005, LPS2 and Planning and Development (Local Planning Schemes) Regulations 2015.*

### Policy Implications

#### *Local Planning Policy – Outbuildings*

Local Planning Policies are non-statutory documents which provide guidance to assist the Council in its decision making. Accordingly, the Council is not bound by the policy but is required to have regard to the policy in determining the Development Application.

Approval of the Development Application creates a precedent. It is however understood there are various existing Zincalume clad outbuildings, larger than 85m<sup>2</sup>, on Rural Residential zoned lots.

It is recommended that the Outbuildings Policy be reviewed and updated.

### Financial Implications

All costs associated with the development will be borne by the applicant. Should the applicant be aggrieved by Council's decision, the applicant may seek a review of that decision or conditions through the State Administrative Tribunal.

Economic Implications

Nil

Social Implications

Nil

Environmental Considerations

Nil

Consultation

The applicant has provided signed consent letters from two neighbours.

Options

The Council can:

1. Approve the Development Application with no conditions.
2. Approve the Development Application with conditions.
3. Refuse the Development Application (providing reasons); or
4. Defer and seek additional information.

Voting Requirements - Simple Majority

**OFFICER'S RECOMMENDATION:**

That Council grant development approval for an oversized outbuilding at Lot 410 on Deposited Plan 185198 (No. 42) Clifford Street, Cuballing pursuant to Schedule 2, Part 9, Clause 68 (2) of the Planning and Development (Local Planning Schemes) Regulations 2015 and subject to the following conditions and advice notes:

The development hereby approved must be carried out in accordance with the plans and specifications submitted with the application (addressing all conditions) or otherwise amended by the local government and shown on the approved plans and these shall not be altered and/or modified without the prior knowledge and written consent of the local government.

The provision of details with the Building Permit application as to how stormwater will be addressed for the proposed development to the satisfaction of the local government. Required and approved stormwater measures are to be provided prior to occupation. The stormwater measures provided in accordance with this condition shall be permanently maintained, in an operative condition, to the satisfaction of the local government.

The outbuilding is not used for commercial, industrial or habitable purposes.

The outbuilding is setback at least 5 metres from the northern property boundary.

**ADVICE:**



If the development the subject of this approval is not substantially commenced within a period of 2 years, or another period specified in the approval after the date of the determination, the approval will lapse and be of no further effect.

The applicant is advised that this development approval is not a Building Permit. A Building Permit must be formally applied for and obtained before the commencement of any site and/or development works.

The property is located in an area which has been declared as bushfire prone by the Fire and Emergency Services Commissioner. A low fuel area should be maintained around the outbuilding at all times.

If the applicant is aggrieved by this determination, there is a right of review by the State Administrative Tribunal in accordance with the Planning and Development Act 2005 Part 14. An application must be made within 28 days of the determination.

## APPLICATION FOR DEVELOPMENT APPROVAL

<b>Owner Details</b>		
Name: STUART BUDD		
ABN (if applicable):		
Address: 42 CLIFFORD STREET CUBALLING ..... ..... Postcode: 6311		
Phone: Work: ..... Home: ..... Mobile: 0427985080	Fax: .....	Email: S.BUDD@IINET.NET.AU
Contact person for correspondence: STUART BUDD		
Signature: 		Date: 02/10/24
Signature: 		Date: 02/10/24
<i>The signature of the owner(s) is required on all applications. This application will not proceed without that signature. For the purposes of signing this application an owner includes the persons referred to in the Planning and Development (Local Planning Schemes) Regulations 2015 Schedule 2 clause 62(2).</i>		
<b>Applicant Details (if different from owner)</b>		
Name:		
Address: ..... ..... Postcode: .....		
Phone: Work: ..... Home: ..... Mobile: .....	Fax: .....	Email:
Contact person for correspondence:		
The information and plans provided with this application may be made available by the local government for public viewing in connection with the application. <input type="checkbox"/> Yes <input type="checkbox"/> No		
Signature:		Date:



**NEIGHBOUR CONSENT LETTER**

**TER**

Date: 02/10/24

Construction Manager  
Cuballing Building Company  
PO Box 76  
Cuballing 6311

Dear Sir/Madam,

A Neighbour Consent Letter is additional supporting information for an applicant who is wishing to submit a building application to the Shire.

Could you please review the plans of the proposed buildings and if you have no objection please fill out form below , if you do have any queries please contact me on 0408226662

to discuss

Supporting information for an applicant who is applying to the Shire.

Proposed buildings and if you have no objection / queries please contact me on 0408226662

I have no objection in allowing proposed carport For the purposes of: parking vehicles

carport For the

At premises located at , 42 Clifford st Cuballing

clifford st

I have viewed the proposal/plans as outlined by the applicant.

as outlined by the applicant.

Name/s David SHANKS

D

Signature/s [Handwritten Signature]

.....

Address 52 Clifford ST  
Cuballing

ST.  
C

Email qmobile or bigpond.com

.....

Phone 0408226662

.....

**NEIGHBOUR CONSENT LETTER**

Date: .....1/10/24.....

Construction Manager  
Cuballing Building Company  
PO Box 76  
Cuballing 6311

Dear Sir/Madam,

A Neighbour Consent Letter is additional supporting information for an applicant who is wishing to submit a building application to the Shire.

Could you please review the plans of the proposed buildings and if you have no objection please fill out form below , if you do have any queries please contact me on 0408226662

to discuss

.....

I have no objection in allowing proposed carport For the purposes of: parking vehicles

At premises located at , 42 Clifford st Cuballing

I have viewed the proposal/plans as outlined by the applicant.

Name/s .....Colleen Webb.....

Signature/s .....[Signature].....

Address .....6 Smith st Cuballing "E".....

.....

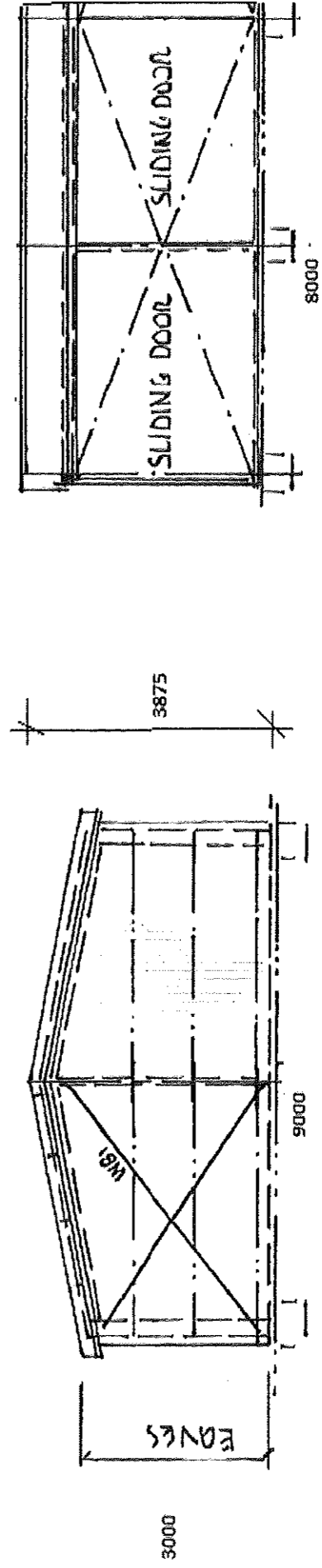
Email .....

Phone .....

*[Faint handwritten notes]*



- 9m wide x 8m long x 3m high gable roof shed
  - Using Cold-Formed G-450 High Tensile Steel with Z650 Galvanised Coating
- 10° roof pitch as standard
- Designed & Certified to suit Region 'A' T/C 3
- Two (2) Industrial Sliding Doors on one 8m long side (2.7m high x 3.5m wide)
  - Top hung doors on airt tracks using 4-wheel nylon carriages using Eittrak quality materials
- Zinalume® Gutters
- All Zinalume® Monoclad 0.42Bmt (0.47TCT) clad finish with 0.5mm flashings and Bremick Revolution B8® coated fasteners
- Engineers Certification



## LOCAL PLANNING POLICY OUTBUILDINGS

Within all Rural Townsite and Rural Residential zoned land and on General Agricultural zoned lots with an area of 2ha or less, planning approval may be granted to outbuildings appurtenant to any dwelling, provided all boundary setbacks and building separation requirements have been complied with, the building is of single storey construction, located behind any dwelling on site and provided the proposed development complies with the following:

- (a) In the Rural Townsite and Rural Residential zones of the Shire, where the lot size is 1500m<sup>2</sup> or less in area:
  - (i) Zinalume construction, where the total outbuilding does not exceed 55m<sup>2</sup> in floor area;
  - (ii) Colourbond construction, where the total outbuilding does not exceed 65m<sup>2</sup> in floor area;
  - (iii) Masonry construction and/or where the total outbuilding area has walls constructed of the same materials and appearance as the house and does not exceed 75m<sup>2</sup> in floor area and no parapet wall is greater than 8 metres in length.
- (b) In Rural Townsite and Rural Residential zones of the Shire where the lot size is over 1500m<sup>2</sup> or on General Agricultural zoned lots with an area of 2 ha or less;
  - (i) Zinalume construction, where the total outbuilding does not exceed 85m<sup>2</sup> in total floor area;
  - (ii) Colourbond construction, where the total outbuilding does not exceed 120m<sup>2</sup> in total floor area;
  - (iii) Masonry construction and/or where the total outbuilding has walls constructed of the same materials and appearance as the house and does not exceed 170m<sup>2</sup> in total floor area.
- (c) Wall height of any outbuildings not to exceed 3 metres. In the case of gable roof construction, the maximum height is not to exceed 4 metres.
- (d) Prior to the considering a parapet wall construction on any boundary, the applicant will present to Council with written agreement to the same by any affected adjoining landowner.
- (e) The applicant providing the Local Government with a written undertaking that the outbuilding constructed will only be used for the purpose permitted within the zone in which it is located, under the provisions of the Scheme.

- (f) Any application for planning approval which does not comply with the above shall be referred to Council for consideration.
- (g) No planning approval will be granted for any outbuildings on any Rural Townsite or Rural Residential zoned lot which does not contain a residence.
- (h) Setbacks from boundaries for Outbuildings
  - (i) If attached to the dwelling the setbacks for an outbuilding shall be a minimum of 1.0 metre from side boundaries with eaves not closer than 0.75 metres to a side boundary in the Rural Townsite Zone. Setback to the rear boundary shall be as specified in the Residential Design Codes for Rural Townsite zoned lots and/or a minimum of 10 metres for Rural Residential zoned land.
  - (ii) If detached from the dwelling, outbuildings shall be at least 1.8 metres clear of the dwelling with a minimum setback of 1.0 from the side boundary and 1.2m from the rear boundary in the Rural Townsite Zone and shall be a minimum of 10 metres rear setback in the Rural Residential Zone.

## 9.2.2 Christmas/New Year Administration & Works Depot Closure

Applicant: Shire of Cuballing – CEO's Office  
File Ref No:  
Disclosure of Interest: All Shire staff  
Author: Chris Paget – Chief Executive Officer  
Attachments: Nil

### **Summary**

The purpose of this report is for Council to consider the closure of the Shire Administration Office and Works Depot for the 2024/2025 Christmas and New Year period. An early decision will inform the community well in advance of the office closure and thus allow residents to make appropriate arrangements to meet their needs.

### **Background/Comment**

Council Policy 1.6 states that *“Council will not provide services from the Shire Administration Centre from the period commencing on Christmas Day each year until and including the New Year's Day public holiday. In addition, should there be only 1 day following the New Year's Day Public Holiday to a weekend, Council will extend the closure to include that day.”*

Both Christmas Day and New Year's Day fall midweek on a Wednesday in December 2024 and January 2025. As it is not anticipated that there will be much, if any, contact from residents and customers across first few days of the new year, Council approval is sought to extend the normal closure period for the two business days being Thursday 2<sup>nd</sup> and Friday 3<sup>rd</sup> of January 2025; reopening on Monday 6<sup>th</sup> January 2025.

From consulting with our staff, past history has shown that during this period the Administration Centre experiences very little, if any, contact with the public and the number of enquiries and transactions during this period has been extremely low. The closure of the office will allow staff to have a slightly extended period of leave (including the designated public holidays). The Works Depot crew also normally take their leave during this period, and as always there will be staff available on call to attend to any operational matters or significant emergencies that may arise. The proposed slightly longer closure for this year is anticipated to have no negative effect on the operations of the Shire nor cause any inconvenience to the public.

It is expected that a majority of staff members will be applying (or have already applied) for leave on these days. In line with our policy, all staff taking time off during the period will need to utilise either annual leave or rostered days off; these additional days also allow us to reduce some of the accrued staff leave liability we have on our books.

As with the previous years, the closure period will be advertised on the front counter, public notice boards, Shire website/Facebook pages and in the Cuby News in order to give customers the opportunity to complete business or licensing prior to the Christmas break. The normal closure in previous years has been found to be of very little inconvenience to the public. The advertising will also include the on-call emergency contact numbers.

### **Policy Implications**

1.6 Shire Administration Services – Christmas/New Year Period

### **Financial Implications**

As staff will be using public holidays as provided by the award, rostered days off, annual leave or unpaid leave to cover this time, there will be no additional cost to Council.

Voting Requirements

Simple majority

**OFFICER RECOMMENDATION:**

**That Council approves the 2024/25 Christmas and New Year closure period from midday Tuesday 24th December through to Monday 6th January 2025.**

**9.3 MANAGER OF WORKS AND SERVICES:**

Nil

**9.4 COMMITTEE REPORTS:**

Nil

**9.3 REPORTS OF OFFICERS AND COMMITTEES:**

Nil.

**9.4 ELECTED MEMBERS' MOTION OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN:**

Nil

**9.5 URGENT BUSINESS WITHOUT NOTICE WITH THE APPROVAL OF THE PRESIDENT OR MEETING:**

Nil

**9.6 CONFIDENTIAL MATTERS:**

Nil

**9.7 NEXT MEETING:**

Ordinary Council Meeting, 3.00pm. Wednesday 18 December 2024 at the Shire of Cuballing CWA Hall, Campbell Street, Cuballing

**9.8 CLOSURE OF MEETING:**