



AGENDA

19th December 2019

ORDINARY COUNCIL MEETING

Ordinary Meeting
of Council to be held on Thursday 19th of December 2019
in the Gascoyne Junction Shire Offices commencing at 8.45am





DISCLAIMER

No responsibility whatsoever is implied or accepted by the Shire of Upper Gascoyne for any act, omission or statement or intimation occurring during Council Meeting. The Shire of Upper Gascoyne 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 or Committee Meetings.

Any person or legal entity who acts or fails to act in reliance upon any statement, act or omission made in a Council Meeting does so at that person's or legal entity's own risk.

The Shire of Upper Gascoyne warns that anyone who has any application or request with the Shire of Upper Gascoyne must obtain and should rely on WRITTEN CONFIRMATION of the outcome of the application or request of the decision made by the Shire of Upper Gascoyne.

A handwritten signature in black ink, appearing to read "Ian Fitzgerald", is positioned above the printed name.

Ian Fitzgerald, JP
ACTING CHIEF EXECUTIVE OFFICER

SHIRE OF UPPER GASCOYNE
AGENDA FOR THE ORDINARY MEETING OF COUNCIL TO BE HELD AT GASCOYNE
JUNCTION SHIRE OFFICES ON THURSDAY 19TH DECEMBER 2019 AT 8.45am

1. DECLARATION OF OPENING / ANNOUNCEMENTS OF VISITORS

The President welcomed those present and declared the meeting open at _____ am.

2. RECORD OF ATTENDANCE / APOLOGIES / LEAVE OF ABSENCE (PREVIOUSLY APPROVED)

2.1 Councillors

| | |
|--------------------------|------------|
| Cr D. Hammarquist OAM JP | Councillor |
| Cr J. Caunt | Councillor |
| Cr G. Watters | Councillor |
| Cr H. McTaggart | Councillor |
| Cr A. McKeough | Councillor |
| Cr R. Hoseason-Smith | Councillor |
| Cr B. Walker | Councillor |

Staff

| | |
|-------------------|---|
| Ian Fitzgerald JP | Acting Chief Executive Officer |
| Jarrod Walker | Manager of Works & Services |
| Peter Hutchinson | Manager of Finance & Corporate Services |

Visitors

| | |
|----------------|-------------------------------|
| Mat Barnes | Greenfield Technical Services |
| Nigel Goode | Greenfield Technical Services |
| Mitch Garbutt | Junction Tourist Park |
| Nick Holthouse | Hastings |
| John King | Talis Engineering |

2.2 Absentees

2.3 Leave of Absence previously approved

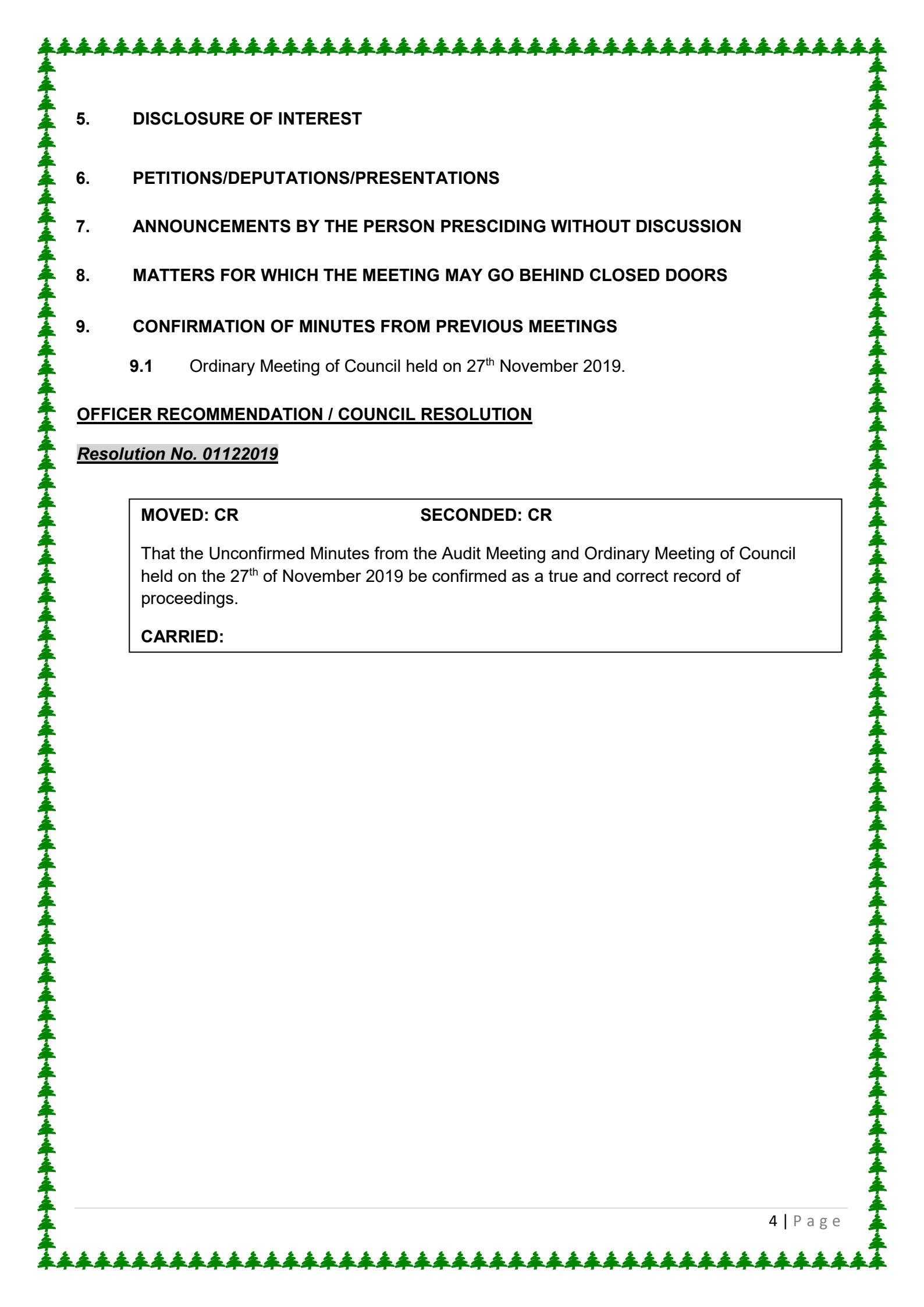
3. APPLICATION FOR LEAVE OF ABSENCE

4. PUBLIC QUESTION TIME

4.1 Questions on Notice

Nil

4.2 Questions without Notice

- 
5. DISCLOSURE OF INTEREST
 6. PETITIONS/DEPUTATIONS/PRESENTATIONS
 7. ANNOUNCEMENTS BY THE PERSON PRESCIDING WITHOUT DISCUSSION
 8. MATTERS FOR WHICH THE MEETING MAY GO BEHIND CLOSED DOORS
 9. CONFIRMATION OF MINUTES FROM PREVIOUS MEETINGS

9.1 Ordinary Meeting of Council held on 27th November 2019.

OFFICER RECOMMENDATION / COUNCIL RESOLUTION

Resolution No. 01122019

MOVED: CR

SECONDED: CR

That the Unconfirmed Minutes from the Audit Meeting and Ordinary Meeting of Council held on the 27th of November 2019 be confirmed as a true and correct record of proceedings.

CARRIED:

10. REPORTS OF OFFICERS

10.1 CRC Report



Printed at: 09/12/19

SHIRE OF UPPER GASCOYNE

Page No: 1

General Ledger Detail Trial Balance

(frmGLTrialBalance)

Options: Year 19/20, From Month 05, To Month 05, By Responsible Officer (CRC INCOME CRC INCOME ACCOUNTS - MONTHLY REPORTING), 1 GENERAL FUND

| RespOf | Account | Description | Opening Bal | Movement | Balance |
|--------------------|------------|--------------------------------------|------------------|-------------------|-------------------|
| Division | GEN | | | | |
| CRC INCI | 10841310 | Commission Centrelink : CRC | -5,103.73 | 0.00 | -5,103.73 |
| CRC INCI | 10841330 | Transport Commission: CRC | -281.52 | -145.10 | -426.62 |
| CRC INCI | 10841340 | Postal Agency Commission: CRC | -2,230.20 | -675.11 | -2,905.31 |
| CRC INCI | 10841360 | Income from Events Held | 105.00 | -262.50 | -157.50 |
| CRC INCI | 10841380 | Postal Agency Sales | -323.10 | -9.37 | -332.47 |
| CRC INCI | 10841390 | Sales: Books/Maps/Souvenirs/Sundries | -1,158.25 | -55.50 | -1,213.75 |
| CRC INCI | 10841500 | Grant: CRC Operating | 0.00 | -48,000.00 | -48,000.00 |
| CRC INCI | 10842600 | CRC Income Misc. | -252.10 | 0.00 | -252.10 |
| Total | CRC INCOME | | <u>-9,243.90</u> | <u>-49,147.58</u> | <u>-58,391.48</u> |
| Total for division | GEN | | <u>-9,243.90</u> | <u>-49,147.58</u> | <u>-58,391.48</u> |
| Grand Total | | | <u>-9,243.90</u> | <u>-49,147.58</u> | <u>-58,391.48</u> |

| | 2019.2020 TOTAL | 2018.2019 TOTAL | Nov- 19 | Nov- 18 | November Difference |
|---|--------------------|--------------------|------------|------------|------------------------|
| Aus Government Info/Roads | 911 | 4391 | 7 | 54 | -47 |
| Government Access Point | 13 | 46 | 4 | 14 | -10 |
| Department of Human Services | 30 | 104 | 2 | 11 | -9 |
| Department of Transport | 42 | 83 | 6 | 7 | -1 |
| Computer/Internet Access | 23 | 33 | 4 | 1 | 3 |
| Faxes | 0 | 10 | 0 | 1 | -1 |
| General Tourism Information | 208 | 148 | 8 | 10 | -2 |
| Phonebook Purchases | 0 | 5 | 0 | 0 | 0 |
| Community Seminars | 1 | 0 | 0 | 0 | 0 |
| Gassy Gossip yearly subscription | 3 | 1 | 0 | 0 | 0 |
| Training/Courses | 4 | 0 | 0 | 0 | 0 |
| Hot Office Bookings | 4 | 13 | 0 | 1 | -1 |
| Library | 24 | 61 | 6 | 5 | 1 |
| Video Conference/Telehealth | 3 | 5 | 0 | 0 | 0 |
| Book Sales | 44 | 73 | 2 | 3 | -1 |
| Photocopying/Printing/Scanning/Emailing | 17 | 19 | 2 | 1 | 1 |
| Laminating/Binding | 1 | 0 | 1 | 0 | 1 |
| CRC Merchandise Sales | 201 | 359 | 5 | 16 | -11 |
| Community Events | 7 | 10 | 1 | 1 | 0 |
| Gassy Gossip Advertisement | 27 | 9 | 0 | 0 | 0 |

Things have quietened right down now in the CRC. It's mainly the locals and the odd tourists coming through now mostly European tourists heading out the Kennedy Range or Mt Augustus.

I would like to take this opportunity to wish all of you and your families a happy and safe Christmas and a great New Year, and look forward to seeing you all next year.



10.2 Manager of Works and Services Report

General:

The silly season is upon us and we are gearing down for Christmas. Nat has been busy ensuring reticulation and pumps are all in order before the break. As usual we have had a few pump issues as soon as the hot weather started but we are now back on top of things.

The new depot maintenance shed has been erected by local contractors. We will begin moving into the new sheds next year once racking and shelving has been sorted. We plan to reorganise the whole depot yard and improve use of space and efficiency.



The Shire was successful in receiving funding through Department of Communities to host a structured disco night as part of the 2019 International Day of People with Disabilities at the pavilion for all of the Gascoyne kids. The night was enjoyed by all with great food music and entrainment by the kids. Thank you to Liz Newton for coming out to Gascoyne Junction to give the kids dance lessons. Well done to Amanda and Cherie for organising a great night. Staff have also been busy planning and preparing for the town Christmas function on the 19th December.

I have spent a fair bit of time on the roads this month planning our next project on the Landor Mt Augustus Road. While out and about I caught up with THEM Earthmoving on the Carnarvon Mullewa Road. They are progressing well and are doing a great job. Quadrio are completing works on Cobra Mt Augustus Road before moving onto Wanna Rd. They continue to do a great job and remain on track.

The Alternative Water Source project is still in its infancy stage. Greenfields have pump tested the existing Munger's bore with a flow/replenishment rate of 280,000L/24hr. They have drafted a report with estimated costs and design so we can submit an application for funding through the Building Better Regions Drought Assistance program. Submissions close on the 19th December.



Maintenance Grading:

Ian and Thomas have been patch grading Ullawarra, Pimbee, Winderie Callagiddy and Cobra Dairy Creek Roads. They concentrated on the rougher sections and left areas that needed to wait until we have some sub soil moisture back in the ground so we did not cause more harm than good. I will carry out a road inspection in the New Year before planning where they take off from when they return from break.

Construction Crew:

The team has de-mobed for the Christmas shutdown. All equipment has been washed up for service and repairs. The Ullawarra Rd re-sheeting is coming along nicely. Material from both pits have performed better than expected and will provide a much safer and reliable road into the future. We are approximately half way through the project and will complete the remainder of works when they return from their Christmas break.

Our next project will be our R2R Indigenous Access on Landor Mt Augustus Road. We initially had planned on three separate smaller projects due to uncertainty and timing of funding allocations. However I am working with R2R to combine funding and reallocate to one larger project including 7-10km of re-sheeting just north of Burringurrah and the possibility of sealing in front of the community and Police station.

Equipment:

Max from Diesel and Dust will carry out repairs and servicing of plant and equipment over the Christmas break. At this stage there a no major defects and this will give us a chance to carry out preventative maintenance and put us in good stead for next year.

Merry Christmas:

I would like to take this opportunity to thank all of my works crew for the efforts and devotion throughout the year. They do an amazing job and are a great bunch of people to work with. Thank you also to Ian and John, Council and Office Staff who make a great team and coming to work enjoyable.

Merry Christmas to all of the people in the Shire of Upper Gascoyne and I look forward to seeing you all next year.

10.3 ACEO Report

January Program of Tasks

January is traditionally a quiet month as far as meetings and visitors go and with the works crew on their annual shutdown.

This will allow the administration team to concentrate on completing annual tasks including the budget review, the Compliance Audit Return, Regulation 17 risk review as well as commencing the budget process for 2020/21 as well as any general catch up projects.

In addition staff will begin the process of reviewing the Community Strategic Plan and other integrated planning documents. This year a desktop review is required and provision has been made in the budget for RSM to provide assistance with the reviews.

Finance Manager

At the time of preparing this report we have received 8 enquiries for the Finance Manager position and 2 formal applications have been received. Applications close on the 10th January and will be reviewed and interviews arranged as soon as possible after the closing date. Steps have been taken to have backups in place for maintaining our rating processes and general accounting needs until we have a replacement that has settled into the role.

CA07 Working Group

At the recent WALGA Zone meeting I was made the Zone's delegate to the CA07 Working Group until John McCleary is fit to return to work.

The first meeting of the group was recently held by teleconference and it is pleasing that all the WALGA Zones that were represented at that meeting were opposed to the withdrawal of the CA07 until a workable replacement was in place.

There is some difference in opinion between metro and rural/remote shires as to the level of impact and requirements going forward so much so I have suggested the metro and rural be separated to ensure any new guidelines adequately address the needs of all local governments across the state. A further meeting should be held early in 2020 to further progress this matter.

WALGA Zone and Regional Road Group

Cr Cheryl Cowell was elected Chair of the Gascoyne Country Zone for the next 2 years with Cr Eddie Smith as Deputy. The Zone's opposition to the removal of the CA07 was re-affirmed.

The Zone adopted the recommendations of the WALGA Executive and set the dates for meetings in 2020.

The next Zone meeting is set for Friday 28th February in Carnarvon. The June meeting will be held in Exmouth.

Cr Burke Maslen was elected as Chair of the Gascoyne Regional Road Group with Cr Don Hammarquist as Deputy Chair.

There was a presentation from Heavy Vehicle Services (HVS) which generated some discussion. It appears the CA07 will remain in place until a suitable alternative is agreed upon. The HVS representative mentioned to me in private that Hastings would not get their review of the RAV Assessment as requested until they had some level of agreement with the Shires of Upper Gascoyne and Meekatharra.

It is possible some additional road grants may be available and shires are to advise the Main Roads Office by no later than mid-January.

CRBA

I attended the CRBA Committee meeting in Carnarvon on the 10th December. There was some discussion of the reporting requirements of the doggers and a fair bit of time was dedicated to the finances and up and coming budget for the CRBA.

The CRBA only receives around 85% of the rates levied and therefore the matching amount from the state government is also at the 85% mark as one is based on the other. In the past the CRBA has budgeted on receiving 100% of the rates and has subsequently been drawing down on their savings.

This is not a sustainable position going forward and therefore budgets and projects to be funded will be under close scrutiny.

It is likely the CRBA will be in communication with the Shire of Upper Gascoyne to discuss the level of funding available for 2020/21 and years beyond.

Junction Tourist Park - Pool

With the assistance from documents from Cr McKeough some progress has been made on trying to get the pool up and running at the Tourist Park. Under the Department of Health's Code of Practice for management of aquatic facilities the pool could/should be classified as a Group 3 facility – this group includes facilities such as caravan parks, mine sites and hotel/motels. There would need to be adequate signage in place, a first aid area with some mandatory facilities and equipment that should be easily obtained and does not necessarily require a dedicated room. There would need to be testing of the water twice a day and those results recorded. Once a month a water sample would need to be sent to the state laboratory for testing. The facility would not need to be manned.

Royal Life Saving WA run a 2-day pool operators course for owners/managers of Group 3 facilities each month which a least one person responsible for managing the facility should attend – cost of \$473.

I will discuss this with Mitch Garbutt at a meeting scheduled for Wednesday 18th December.

General

The building inspections of the Junction Pub and Tourist Park and the shire owned residences have been completed. The formal reports should be received early in 2020.

Staff have busy planning and preparing for the Community Christmas Party. A number of new sponsors have come on-board this year and with the work put in by Amanda and Cherie I am sure the community will be in for a great evening.

The staff had their annual Christmas Party at the Junction Pub and whilst numbers were down a bit a good night was had by all with a great meal a, a small gift from the shire, a few giveaways from donations during the year (caps and stubby holders) and a door prize raffle draw. Again thanks to Amanda and Cherie for their planning and organisation of the night. We also took the opportunity to make a small presentation to Peter to thank him for his 3 and a half years' service to the shire.

I will be attending the official Native Title Determination for the Gnulli Native Title Consent by the Federal Court in Carnarvon on 17th December.

Season's Greetings

I would like to take this opportunity to thank Council and all of the staff for their support during my time with the shire. The staff do a great job and definitely punch above their weight and are dedicated to doing the best they can for both the shire and the community. There is a real sense of teamwork which helps make the job both appealing and rewarding.

Merry Christmas and a Happy and Prosperous New Year to Councillors, Staff, their families and to all the people in the Shire of Upper Gascoyne.



Grants

| Submitted | Close Date | Project | Grant | Provider | Grant Amount | Project Cost | Result |
|------------|------------|---|---------------------------------|--|--------------|--------------|---------|
| 22/10/2019 | 12/11/2019 | Gascoyne Junction airport runway reseal | Remote Airstrip Upgrade Program | Federal – Dept. Infrastructure, Transport, Cities & regional Development | \$65,453 | \$130,907 | Pending |
| 06/12/2019 | 11/12/2019 | 2021 Country Music Festival & Gymkhana | 2020-21 Regional Events Scheme | Tourism WA | \$40,000 | \$131,500 | Pending |

OFFICERS RECOMMENDATION / COUNCIL RESOLUTION – 02122019

MOVED: CR

SECONDED: CR

That Council receive the CRC Report, Manager of Works and Acting Chief Executive Officers Reports.

CARRIED:

10.4 ACCOUNTS & STATEMENTS OF ACCOUNTS

APPLICANT: Shire of Upper Gascoyne

DISCLOSURE OF INTEREST: None

AUTHOR: Amanda Leighton - SCSO

DATE: 2nd December 2019

Matters for Consideration:

To receive the List of Accounts Due & Submitted to Ordinary Council Meeting on Thursday 19th December as attached – see [Appendix 1](#)

Comments:

The list of accounts is for the month of November 2019.

Background:

The local government under its delegated authority to the CEO to make payments from the municipal and trust funds is required to prepare a list of accounts each month showing each account paid and presented to Council at the next ordinary Council meeting. The list of accounts prepared and presented to Council must form part of the minutes of that meeting.

Statutory Environment:

Local Government (Financial Management Regulations) 1996

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

- (1) If the local government has delegated to the CEO the exercise of its power to make payments from the municipal fund or the trust fund, a list of accounts paid by the CEO is to be prepared each month showing for each account paid since the last such list was prepared —
 - (a) the payee's name; and
 - (b) the amount of the payment; and
 - (c) the date of the payment; and
 - (d) sufficient information to identify the transaction.
- (2) A list of accounts for approval to be paid is to be prepared each month showing —
 - (a) for each account which requires council authorisation in that month —
 - (i) the payee's name; and
 - (ii) the amount of the payment; and
 - (iii) sufficient information to identify the transaction; and
 - (b) the date of the meeting of the council to which the list is to be presented.
- (3) A list prepared under sub regulation (1) or (2) is to be —
 - (a) presented to the council at the next ordinary meeting of the council after the list is prepared; and
 - (b) recorded in the minutes of that meeting.

| Policy Implications: | | | | | | | | | | | | | | |
|---|---|---------------------------|---|--|---|--|--|-----------------------|----------------|---------------------|--------------------------|--------------------|---------------------|------------------------------|
| Nil | | | | | | | | | | | | | | |
| Financial Implications: | | | | | | | | | | | | | | |
| 2019/20 Budget | | | | | | | | | | | | | | |
| Strategic Implications: | | | | | | | | | | | | | | |
| Civic Leadership – To responsibly manage Council’s financial resources to ensure optimum value for money and sustainable asset management. | | | | | | | | | | | | | | |
| Risk: | | | | | | | | | | | | | | |
| Risk | Risk Likelihood (based on history and with existing controls) | Risk Impact / Consequence | Risk Rating (Prior to Treatment or Control) | Principal Risk | Risk Action Plan (Controls or Treatment proposed) | | | | | | | | | |
| Not meeting Statutory Compliance | Rare (1) | Moderate (3) | Low (1-4) | Failure to meet Statutory, Regulatory or Compliance Requirements | Accept Officer Recommendation | | | | | | | | | |
| Consultation: | | | | | | | | | | | | | | |
| Nil | | | | | | | | | | | | | | |
| Officer’s Recommendation: | | | Voting requirement: Simple Majority | | | | | | | | | | | |
| <p><i>That Council endorse the payments for the period 1st of November 2019 through to the 30th of November 2019 as listed, which have been made in accordance with delegated authority per LGA 1995 s5.42.</i></p> <table> <tr> <td><i>Municipal Fund Bank EFTs (11345 to 11555)</i></td> <td><i>\$1,647,659.81</i></td> </tr> <tr> <td><i>Payroll</i></td> <td><i>\$119,243.53</i></td> </tr> <tr> <td><i>BPAY/Direct Debit</i></td> <td><i>\$20,767.73</i></td> </tr> <tr> <td><i>Total</i></td> <td><i>\$1,787,671.07</i></td> </tr> </table> | | | | | | | <i>Municipal Fund Bank EFTs (11345 to 11555)</i> | <i>\$1,647,659.81</i> | <i>Payroll</i> | <i>\$119,243.53</i> | <i>BPAY/Direct Debit</i> | <i>\$20,767.73</i> | <i>Total</i> | <i>\$1,787,671.07</i> |
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| <i>Payroll</i> | <i>\$119,243.53</i> | | | | | | | | | | | | | |
| <i>BPAY/Direct Debit</i> | <i>\$20,767.73</i> | | | | | | | | | | | | | |
| <i>Total</i> | <i>\$1,787,671.07</i> | | | | | | | | | | | | | |
| Council Decision:03122019 | | | | | | | | | | | | | | |
| MOVED: | | | SECONDED: | | | | | | | | | | | |
| <p><i>That Council endorse the payments for the period 1st of November 2019 through to the 30th of November 2019 as listed, which have been made in accordance with delegated authority per LGA 1995 s5.42.</i></p> <table> <tr> <td><i>Municipal Fund Bank EFTs (11345 to 11555)</i></td> <td><i>\$1,647,659.81</i></td> </tr> <tr> <td><i>Payroll</i></td> <td><i>\$119,243.53</i></td> </tr> <tr> <td><i>BPAY/Direct Debit</i></td> <td><i>\$20,767.73</i></td> </tr> <tr> <td><i>Total</i></td> <td><i>\$1,787,671.07</i></td> </tr> </table> | | | | | | | <i>Municipal Fund Bank EFTs (11345 to 11555)</i> | <i>\$1,647,659.81</i> | <i>Payroll</i> | <i>\$119,243.53</i> | <i>BPAY/Direct Debit</i> | <i>\$20,767.73</i> | <i>Total</i> | <i>\$1,787,671.07</i> |
| <i>Municipal Fund Bank EFTs (11345 to 11555)</i> | <i>\$1,647,659.81</i> | | | | | | | | | | | | | |
| <i>Payroll</i> | <i>\$119,243.53</i> | | | | | | | | | | | | | |
| <i>BPAY/Direct Debit</i> | <i>\$20,767.73</i> | | | | | | | | | | | | | |
| <i>Total</i> | <i>\$1,787,671.07</i> | | | | | | | | | | | | | |
| CARRIED: | | | | | | | | | | | | | | |

10.5 MONTHLY FINANCIAL STATEMENT

| | |
|--|--|
| APPLICANT: | Shire of Upper Gascoyne |
| DISCLOSURE OF INTEREST: | None |
| AUTHOR: | Peter Hutchinson – Manager of Finance & Corporate Services |
| DATE: | 10 th December 2019 |
| Matters for consideration: | |
| <p>The Statement of Financial Activity for the period ended 30th of November 2019, include the following reports:</p> <ul style="list-style-type: none">• Statement of Financial Activity• Significant Accounting Policies• Graphical Representation – Source Statement of Financial Activity• Net Current Funding Position• Cash and Investments• Major Variances• Budget Amendments• Receivables• Grants and Contributions• Cash Backed Reserve• Capital Disposals and Acquisitions• Trust Fund <p>see Appendix 2</p> | |
| Comments: | |
| The Statement of Financial Activity is for the month of November 2019. | |
| Background: | |
| <p>Under the Local Government (Financial Management Regulations 1996), a monthly Statement of Financial Activity must be submitted to an Ordinary Council meeting within 2 months after the end of the month to which the statement relates. The statement of financial activity is a complex document but presents a complete overview of the financial position of the local government at the end of each month. The Statement of Financial Activity for each month must be adopted by Council and form part of the minutes.</p> | |
| Statutory Environment: | |
| Local Government Act 1995 – Section 6.4 Local Government (Financial Management Regulations) 1996 – Sub-regulation 34. | |
| Policy Implications: | |
| Nil | |
| Financial Implications: | |
| Nil | |

Strategic Implications:

Civic Leadership – To responsibly manage Council’s financial resources to ensure optimum value for money and sustainable asset management.

Risk:

| Risk | Risk Likelihood (based on history and with existing controls) | Risk Impact / Consequence | Risk Rating (Prior to Treatment or Control) | Principal Risk | Risk Action Plan (Controls or Treatment proposed) |
|----------------------------------|---|---------------------------|---|--|---|
| Not meeting Statutory Compliance | Rare (1) | Moderate (3) | Low (1-4) | Failure to meet Statutory, Regulatory or Compliance Requirements | Accept Officer Recommendation |

Consultation:

Nil

Officer’s Recommendation:

Voting requirement: Simple Majority

That Council receive the Financial Statements, prepared in accordance with the Local Government (Financial Management) Regulations, for the period ended the 30th of November 2019.

Council Decision: 04122019

MOVED:

SECONDED:

That Council receive the Financial Statements, prepared in accordance with the Local Government (Financial Management) Regulations, for the period ended the 30th of November 2019.

CARRIED:

10.6 DELEGATION REVIEW

APPLICANT: Shire of Upper Gascoyne

DISCLOSURE OF INTEREST: Nil

AUTHOR: Ian Fitzgerald – A/Chief Executive Officer

DATE: 12 December 2019

Matters for Consideration:

To review the existing delegations register as provided in [Appendix 3](#).

Background:

Section 5.42 of the Local Government Act 1995 provides that a local government may delegate the exercise of some of its powers and duties to the Chief Executive Officer. Section 5.43 sets out those powers and duties which may not be delegated. Section 5.46(1) requires the CEO to keep a register of all delegations and section 5.46 (2) of the Act provides that delegations be reviewed at least once every financial year.

The Department of Local Government has put out guidelines to try and help Councils in determining which powers and duties to delegate. The Act is unfortunately a bit vague in the determination of the difference in the use of the term 'the local government' and the Council.

The guidelines list various sections of the Act and recommend whether the power or duty should not be delegated, be carried out by 'acting through' its officer/s, or delegated to the CEO who may then on delegate to an officer.

The local government may set conditions or limits on any delegation.

Where a local government adopts policy which in fact delegates any power or duty to the CEO, these delegations must be listed in the register of delegations.

Comments:

The previous Delegation Register was adopted by Council at the June 2018 meeting, therefore the delegations require review this calendar year.

Following discussions at the November Council meeting the previous delegation register has been reformatted and reviewed to ensure that the correct statutory references are noted in the delegations. There has been some amalgamation of delegations covered by a single piece of legislation rather than listing each item separately. In addition where delegations are covered in the act itself they have been removed.

As a part of the review of the delegations any sub-delegation has been identified in a separate register, but included at the end of the actual delegations section, to help inform Council and to also ensure that there is only one overall document that requires review reducing potential for any oversight. Staff with delegations will be advised of their delegations and responsibilities associated with such delegation.

Statutory Environment:

Delegation of some powers and duties to CEO

5.42. (1) A local government may delegate* to the CEO the exercise of any of its powers or the discharge of any of its duties under this Act other than those referred to in section 5.43 and this power of delegation.

*Absolute majority required.

(2) A delegation under this section is to be in writing and may be general or as otherwise provided in the instrument of delegation.

5.46. Register of, and records relevant to, delegations to CEO and employees

- (1) The CEO is to keep a register of the delegations made under this Division to the CEO and to employees.
- (2) At least once every financial year, delegations made under this Division are to be reviewed by the delegator.

Policy Implications:

Nil

Financial Implications:

Nil

Strategic Implications:

Nil

Risk:

| Risk | Risk Likelihood (based on history and with existing controls) | Risk Impact / Consequence | Risk Rating (Prior to Treatment or Control) | Principal Risk | Risk Action Plan (Controls or Treatment proposed) |
|----------------------------------|---|---------------------------|---|--|---|
| Not meeting Statutory Compliance | Rare (1) | Moderate (3) | Low (1-4) | Failure to meet Statutory, Regulatory or Compliance Requirements | Accept Officers Recommendation |

Consultation:

Department of Local Government

Officer's Recommendation:

Voting requirement: Absolute Majority

That Council endorse the Delegation Review Register of the Shire of Upper Gascoyne as listed in the document contained in [Appendix 3](#) of this Agenda.

Council Decision 05122019

MOVED:

SECONDED:

That Council endorse the Delegation Review Register of the Shire of Upper Gascoyne as listed in the document contained in [Appendix 3](#) of this Agenda.

CARRIED:

10.7 REPORT FOR 2019 AERIAL BAITING PROGRAM

| | |
|--|--------------------------------|
| APPLICANT: | Shire of Upper Gascoyne |
| DISCLOSURE OF INTEREST: | None |
| AUTHOR: | Dave Higgs |
| DATE: | 12 th December 2019 |
| Matters for Consideration: | |
| To receive the report for the 2019 Aerial Baiting Program– see Appendix 4 | |
| Comments: | |
| Aerial baiting took place in October 2019 | |
| Background: | |
| Each year the Shire has undertaken Aerial Baiting within our Shire Boundary. This item has been created to submit to council a report of the events and to review of the effectiveness of this program. | |
| Statutory Environment: | |
| Dog Act 1976: Division 3 - Protection of stock; vermin disease and parasite control | |
| Policy Implications: | |
| <p>(4) Where it is reasonably necessary for the protection of livestock confined or de-pasturing on any land the owner or occupier of that land or a person acting under his authority may lay poison on that land in baits likely to be taken by dogs wandering at large if —</p> <p>(a) the poison is not laid within 20 metres of any road, reserve or public place;</p> <p>(b) the laying of that poison is authorised in the material circumstances by or under any Act relating to the prevention, destruction or eradication of specific kinds of animal or of animals in specified circumstances; and</p> <p>(c) the poison is not so laid as to endanger children or indigenous birds or animals,</p> | |
| Financial Implications: | |
| 2020/21 Budget | |
| Strategic Implications: | |
| Nil | |

| Risk: | | | | | | |
|--|---|---------------------------|---|--|---|--|
| Risk | Risk Likelihood (based on history and with existing controls) | Risk Impact / Consequence | Risk Rating (Prior to Treatment or Control) | Principal Risk | Risk Action Plan (Controls or Treatment proposed) | |
| Not meeting Statutory Compliance | Rare (1) | Moderate (3) | Low (1-4) | Failure to meet Statutory, Regulatory or Compliance Requirements | Accept Officer Recommendation | |
| Consultation: | | | | | | |
| Nil | | | | | | |
| Officer's Recommendation: | | | Voting requirement: Simple Majority | | | |
| <i>That Council receive the Report for the 2019 Aerial Baiting Program as prepared by Works Supervisor Dave Higgs.</i> | | | | | | |
| Council Decision:06122019 | | | | | | |
| MOVED: | | SECONDED: | | | | |
| <i>That Council receive the Report for the 2019 Aerial Baiting Program as prepared by Works Supervisor Dave Higgs.</i> | | | | | | |
| CARRIED: | | | | | | |

11. MATTERS BEHIND CLOSED DOORS

Nil

12. MOTION OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil

13. URGENT BUSINESS APPROVED BY THE PERSON PRESIDING OR BY DECISION

- 13.1 Planning Application – Mt Augustus Tourist Park
- 13.2 MOU – Carnarvon Rangelands Biosecurity Association

14. ELECTED MEMBERS REPORTS

14.1 Councillor D. Hammarquist

14.2 Councillor G. Watters

14.3 Councillor J. Caunt

14.4 Councillor B. Walker

14.5 Councillor H. McTaggart

14.6 Councillor A. McKeough

14.7 Councillor R. Hoseason-Smith

14.8 Councillor B. Walker

15. STATUS OF COUNCIL RESOLUTIONS

| Resolution N° | Subject | Status | Open / Close | Responsible Officer |
|---------------|--------------------------------------|---|--------------|---------------------|
| 10042019 | Formation of a Tourism Working Group | This is still being worked on, I need to establish the terms of reference prior to advertising for members. | Open | CEO |
| 10082019 | Asset Preservation Model | Letter forwarded to Minister for Local Government and Grants Commission. Invited to attend Commission meeting on 3 February 2020. | Open | CEO |

16. MEETING CLOSURE

The President thanked those present for attending the meeting and declared the meeting closed at ___pm.

APPENDIX 1

(List of Accounts Paid for November 2019)

Date: 02/12/2019
Time: 3:46:59PM

SHIRE OF UPPER GASCOYNE
List of Accounts Paid for November 2019

USER: Finance
PAGE: 1

| Cheque /EFT No | Date | Name Invoice Description | Bank Code | INV Amount | Amount |
|--|------------|--|-----------|------------|----------|
| Dust Up Projects | | | | | |
| EFT11345 | 01/11/2019 | 35% Share of Standing Purchase Order for Works Freight | 1 | | 1,209.65 |
| INV 1182 | 20/10/2019 | 35% Share of Standing Purchase Order for Works Freight, 40% Share of Standing Purchase Order for Parts and Repairs Freight, 15% Share of Standing Purchase Order for Admin Freight | 1 | 1,209.65 | |
| Carnarvon Betta Home Living | | | | | |
| EFT11346 | 01/11/2019 | DYSON V11 ABSOLUTE CORDLESS VACUUM Model: 268734-01 IPN: 754059 | 1 | | 1,198.00 |
| INV 3571000182 | 22/10/2019 | DYSON V11 ABSOLUTE CORDLESS VACUUM, Model: 268734-01, IPN: 754059 | 1 | 1,198.00 | |
| Carnarvon Timber & Hardware | | | | | |
| EFT11347 | 01/11/2019 | Various polytube, washers, bolts, brackets, shackles, sealant, rivits and killrust | 1 | | 2,104.12 |
| INV 10625453 | 23/10/2019 | Pool salt (pallet of 64 bags), Pool salt (pallet of 64 bags) | 1 | 640.00 | |
| INV 10625398 | 23/10/2019 | Supply 48 x 1.8m Star Pickets | 1 | 453.50 | |
| INV 106254338 | 23/10/2019 | Strapping, Retic Pipe, Coloured Caulk, Shackels / Large and Small Straps, Rivets / Brackets Bolts / Washers, Door lock / Sika flex classic cream paint (cost estimate) | 1 | 1,010.62 | |
| Carnarvon Motor Group | | | | | |
| EFT11348 | 01/11/2019 | 60,000km service | 1 | | 442.84 |
| INV JC27122 | 18/09/2019 | 60,000km service | 1 | 442.84 | |
| Child Support Agency | | | | | |
| EFT11349 | 01/11/2019 | Payroll deductions | 1 | | 362.83 |
| INV DEDUCTIO | 30/10/2019 | Payroll Deduction for Nathaniel John Rogers 30/10/2019 | | 362.83 | |
| Angela Duca | | | | | |
| EFT11350 | 01/11/2019 | Rent for Shed (Storage for Water Pipes) for 2019-2020 Financial Period | 1 | | 900.58 |
| INV 22/10/2019 | 22/10/2019 | Rent for Shed (Storage for Water Pipes) for 2019-2020 Financial Period | 1 | 900.58 | |
| Gascoyne Earthmoving | | | | | |
| EFT11351 | 01/11/2019 | 3500m3 gravel at Mongers pit | 1 | | 8,712.88 |
| INV 38 | 07/10/2019 | 3500m3 gravel at Mongers pit, Clear road verge and realign floodways | 1 | 8,712.88 | |
| Autopro | | | | | |
| EFT11352 | 01/11/2019 | air, fuel and oil filter | 1 | | 96.57 |
| INV 2009990 | 08/10/2019 | Metal Filler epoxy | 1 | 22.88 | |
| INV 2010026 | 09/10/2019 | air, fuel and oil filter | 1 | 73.69 | |
| Junction Contracting Services | | | | | |
| EFT11353 | 01/11/2019 | Water cart hire Ullawarra Rd C3344 | 1 | | 4,900.50 |
| INV 1548 | 23/10/2019 | Water cart hire Ullawarra Rd C3344 | 1 | 4,900.50 | |
| Kb & Dm Kempton | | | | | |
| EFT11354 | 01/11/2019 | Fabricate and Install Baiting Racks at Carey Downs Station | 1 | | 7,195.10 |

| Cheque /EFT No | Date | Name Invoice Description | Bank Code | INV Amount | Amount |
|--|------------|--|-----------|------------|-----------|
| Kb & Dm Kempton | | | | | |
| INV 101233 | 16/10/2019 | Fabricate and Install Baiting Racks at Carey Downs Station | 1 | 7,195.10 | |
| Norwest Air Work Pty Ltd T/A Shark Bay Aviation | | | | | |
| EFT11355 | 01/11/2019 | Supply Plan and Pilot at \$687.20 / Hr x approx 8hr /day x 3 days | 1 | | 16,740.48 |
| | | Supply Bombadier at \$200.00 / Day x 3 Days | | | |
| INV INV19-353224/10/2019 | | Supply Plan and Pilot at \$687.20 / Hr x approx 8hr /day x 3 days, | 1 | 16,740.48 | |
| | | Supply Bombadier at \$200.00 / Day x 3 Days | | | |
| Purcher-international Pty Ltd | | | | | |
| EFT11356 | 01/11/2019 | 87717689 windshield replacement kit - P97 Bobcat | 1 | | 641.32 |
| INV 527486 | 23/10/2019 | 87717689 windshield replacement kit | 1 | 641.32 | |
| Tel-o-mac Tackle Shop | | | | | |
| EFT11357 | 01/11/2019 | 5 x 2Lt Bottles of Blue toilet Chemical | 1 | | 249.75 |
| | | 5 x 1Lt Bottles of Blue toilet Chemical | | | |
| INV 301910 | 22/10/2019 | 5 x 2Lt Bottles of Blue toilet Chemical, 5 x 1Lt Bottles of Blue toilet Chemical | 1 | 249.75 | |
| Toll Transport Pty Ltd | | | | | |
| EFT11358 | 01/11/2019 | 35% Standing Order for Works Freight | 1 | | 77.61 |
| INV 0913-MWB:06/10/2019 | | 35% Standing Order for Works Freight - 8949810124 Breathalyser, | 1 | 77.61 | |
| | | 40% Standing Order for Parts Freight - 2401001583289 AFGRI, | | | |
| | | 40% Standing Order for Parts Freight - 6557041125162 Alemlube WA | | | |
| Westrac Pty Ltd | | | | | |
| EFT11359 | 01/11/2019 | replace injector and seal | 1 | | 3,894.07 |
| INV SI 1443231 | 08/10/2019 | replace injector and seal | 1 | 4,194.21 | |
| Gregory James Watters | | | | | |
| EFT11361 | 01/11/2019 | Councillor Meeting fees and allowances for the Month of October 2019 | 1 | | 1,064.17 |
| INV COUNCIL 331/10/2019 | | Councillor Meeting fee for the Month of October, Councillor IT Allowance for the Month of October | 1 | 1,064.17 | |
| Leanne Alys Mckeough | | | | | |
| EFT11362 | 01/11/2019 | Councillor Meeting fees and allowances for the Month of October 2019 | 1 | | 1,262.17 |
| INV COUNCIL 331/10/2019 | | Councillor Meeting Fee for October 2019, Travel Allowance for Council Meeting for October 2019, IT Allowance for October 2019 | 1 | 1,262.17 | |
| Blanche Maree Walker | | | | | |
| EFT11363 | 01/11/2019 | Councillor Meeting fees and allowances for the Month of October 2019 | 1 | | 1,064.17 |
| INV COUNCIL 331/10/2019 | | Councillor Meeting Fee for October 2019, IT Allowance for Council Meeting for October | 1 | 1,064.17 | |
| Jw & Jp Caunt | | | | | |
| EFT11364 | 01/11/2019 | Councillor Meeting fees and allowances for the Month of October 2019 | 1 | | 1,561.02 |
| INV COUNCIL 331/10/2019 | | Councillor Meeting Fee for Month of October, Councillor Travel Allowance for Month of October, Councillor IT Allowance for Month of October, Deputy President Allowance for Month of October | 1 | 1,561.02 | |
| Donald Raymond Hammarquist | | | | | |
| EFT11365 | 01/11/2019 | Councillor Meeting fees and allowances for the Month of October 2019 | 1 | | 4,076.70 |
| INV COUNCIL 331/10/2019 | | Councillor Meeting Fee for Month of October, Councillor Travel Allowance for Month of October, President Allowance for Month of October, Councillor IT Allowance for Month of October | 1 | 4,076.70 | |
| Hasmish Mctaggart | | | | | |

| Cheque /EFT No | Date | Name Invoice Description | Bank Code | INV Amount | Amount |
|--|------------|---|-----------|------------|------------|
| Hasmish Mctaggart | | | | | |
| EFT11366 | 01/11/2019 | Councillor Meeting fees and allowances for the Month of October 2019 | 1 | | 1,083.97 |
| INV COUNCIL 331/10/2019 | | Councillor Meeting Fee for October 2019, IT Allowance for October 2019, Travel Allowance for October | 1 | 1,083.97 | |
| Ray Hoseason-Smith | | | | | |
| EFT11367 | 01/11/2019 | Councillor Meeting fees and allowances for the Month of October 2019 | 1 | | 1,279.99 |
| INV COUNCIL 331/10/2019 | | Councillor Meeting Fee for month of October, Councillor Travel Allowance for month of October, Councillor IT Allowance for month of October | 1 | 1,279.99 | |
| Greenfield Technical Services | | | | | |
| EFT11368 | 04/11/2019 | WANDRRA AGN 821 - Supertendent & Supervision Services per RFQ 05 2018.19 | 1 | | 14,630.55 |
| INV 1236 | 14/10/2019 | WANDRRA AGN 821 - Supertendent & Supervision Services per RFQ 05 2018.19 | 1 | 14,630.55 | |
| Quadrio Earthmoving Pty Ltd | | | | | |
| EFT11369 | 04/11/2019 | WANDRRA #3 works per RFT 04-18/19 - AGN821 | 1 | | 394,179.50 |
| INV 00010890 | 01/11/2019 | WANDRRA #3 works per RFT 04-18/19 - AGN821, WANDRRA #3 works per RFT 04-18/19 - AGN821, WANDRRA #3 works per RFT 04-18/19 - AGN821 | 1 | 394,179.50 | |
| Commonwealth Bank of Australia (XPOS-TELSTRA SALES COSTS) | | | | | |
| EFT11370 | 04/11/2019 | XPOS Phone Card Sales from 28 October to 03 November 2019. | 1 | | 96.00 |
| INV 1159142019 03/11/2019 | | XPOS Phone Card Sales from 28 October to 03 November 2019. | 1 | 96.00 | |
| Department of Transport (AGENT CHARGES) | | | | | |
| EFT11371 | 04/11/2019 | DOT Direct Debit - Motor vehicle licence fees received 31/10/2019. | 1 | | 343.80 |
| INV 16646 | 31/10/2019 | Motor vehicle licence fees received 31/10/2019. | 1 | 343.80 | |
| St John Ambulance Australia - Belmont Branch | | | | | |
| EFT11372 | 08/11/2019 | Apply First Aid in a Remote Location 21/10/2019 - Ali Watson | 1 | | 3,582.00 |
| INV FAINV0023 21/10/2019 | | Apply First Aid in a Remote Location 21/10/2019 - Ali Watson | 1 | 199.00 | |
| INV FAINV0023 21/10/2019 | | Apply First Aid in a Remote Location 21/10/2019 - Tina Matthews | 1 | 199.00 | |
| INV FAINV0023 21/10/2019 | | Apply First Aid in a Remote Location 21/10/2019 - Ian Fitzgerald | 1 | 199.00 | |
| INV FAINV0023 21/10/2019 | | Apply First Aid in a Remote Location 21/10/2019 - David Higgs | 1 | 199.00 | |
| INV FAINV0023 21/10/2019 | | Apply First Aid in a Remote Location 21/10/2019 - Cherie Walker | 1 | 199.00 | |
| INV FAINV0023 21/10/2019 | | Apply First Aid in a Remote Location 21/10/2019 - Amanda Leighton | 1 | 199.00 | |
| INV FAINV0023 21/10/2019 | | Apply First Aid in a Remote Location 21/10/2019 - Wendy Hoseason-Smith | 1 | 199.00 | |
| INV FAINV0023 21/10/2019 | | Apply First Aid in a Remote Location 21/10/2019 - Mitchell Hoseason-smith | 1 | 199.00 | |
| INV FAINV0023 21/10/2019 | | Apply First Aid in a Remote Location 21/10/2019 - Blanche Walker | 1 | 199.00 | |
| INV FAINV0023 21/10/2019 | | Apply First Aid in a Remote Location 21/10/2019 - Sean Walker | 1 | 199.00 | |
| INV FAINV0023 21/10/2019 | | Apply First Aid in a Remote Location 21/10/2019 - Jodie Brooks | 1 | 199.00 | |

| Cheque /EFT No | Date | Name Invoice Description | Bank Code | INV Amount | Amount |
|---|------------|--|-----------|------------|----------|
| St John Ambulance Australia - Belmont Branch | | | | | |
| INV FAINV0023 | 21/10/2019 | Apply First Aid in a Remote Location 21/10/2019 - Nat Rodgers | 1 | 199.00 | |
| INV FAINV0023 | 21/10/2019 | Apply First Aid in a Remote Location 21/10/2019 - Thomas Fletcher | 1 | 199.00 | |
| INV FAINV0023 | 21/10/2019 | Apply First Aid in a Remote Location 21/10/2019 - Frank Drayton | 1 | 199.00 | |
| INV FAINV0023 | 21/10/2019 | Apply First Aid in a Remote Location 21/10/2019 - Ian Golding | 1 | 199.00 | |
| INV FAINV0023 | 21/10/2019 | Apply First Aid in a Remote Location 21/10/2019 - Simon Adamson | 1 | 199.00 | |
| INV FAINV0023 | 21/10/2019 | Apply First Aid in a Remote Location 21/10/2019 - Fred Maluke | 1 | 199.00 | |
| INV FAINV0023 | 21/10/2019 | Apply First Aid in a Remote Location 21/10/2019 - Peter Matthews | 1 | 199.00 | |
| AIT Specialists Pty Ltd | | | | | |
| EFT11373 | 08/11/2019 | Monthly Fee for determination of Fuel Tax Credits 2019/2020 for period 1st to 31st August 2019 | 1 | | 850.52 |
| INV 11469 | 05/09/2019 | Monthly Fee for determination of Fuel Tax Credits 2019/2020 for period 1st to 31st August 2019 | 1 | 850.52 | |
| Amanda Jane Leighton | | | | | |
| EFT11374 | 08/11/2019 | Reimbursement for travel (Uber) for Tidy Towns award in Perth. | 1 | | 156.17 |
| INV REIMBURS | 30/10/2019 | Travel (Uber) cost incurred during tidy towns award 24 & 25 October 2019 | 1 | 156.17 | |
| Beaurepaires | | | | | |
| EFT11375 | 08/11/2019 | New tyre and fitting to P76 Loader | 1 | | 4,517.00 |
| INV 6411024592 | 31/10/2019 | New tyre and fitting to P76 Loader | 1 | 4,517.00 | |
| Boc Limited | | | | | |
| EFT11376 | 08/11/2019 | Quarterly Container Service Charge for Oxygen Bottle Medical C Size | 1 | | 39.67 |
| INV 4024038322 | 29/10/2019 | Quarterly Container Service Charge for Oxygen Bottle Medical C Size, Quarterly Container Service Charge for Oxygen Bottle Medical D Size RPV | 1 | 39.67 | |
| KF & PD Burkett | | | | | |
| EFT11377 | 08/11/2019 | slash verges sand road side edges C'von Mullewa Rd West | 1 | | 9,504.00 |
| INV 98 | 29/10/2019 | slash verges sand road side edges C'von Mullewa Rd West (Mooka/boundary to town), slash verges sand road side edges C'von Mullewa Rd East (town to 14kkm east) | 1 | 9,504.00 | |
| Carnarvon Timber & Hardware | | | | | |
| EFT11378 | 08/11/2019 | 70 x 35 Pine at 3.6m x 4 off | 1 | | 59.85 |
| INV 10625955 | 28/10/2019 | 70 x 35 Pine at 3.6m x 4 off | 1 | 59.85 | |
| Carnarvon Auto Servicing & Towing | | | | | |
| EFT11379 | 08/11/2019 | 245/75R16 General Grabber X3 tyre incl moounting and fitting | 1 | | 790.00 |
| INV T0017765 | 31/10/2019 | 245/75R16 General Grabber X3 tyre incl moounting and fitting, repair 245/75R16 General Grabber tyre | 1 | 790.00 | |
| Everywhere Travel | | | | | |
| EFT11380 | 08/11/2019 | Flights and Accommodation for CR Ray Hoseason-Smith for | 1 | | 1,052.00 |
| INV I000016065 | 30/10/2019 | Flights and Accommodation for CR Ray Hoseason-Smith for Councillor Training 4-7th November 2019 | 1 | 1,052.00 | |
| Gascoyne Office Equipment | | | | | |

| Cheque /EFT No | Date | Name Invoice Description | Bank Code | INV Amount | Amount |
|---|------------|--|-----------|------------|----------|
| Gascoyne Office Equipment | | | | | |
| EFT11381 | 08/11/2019 | Admin - Black and White Photocopies | 1 | | 2,720.13 |
| INV INV1177 | 24/10/2019 | Admin - Black and White Photocopies, Admin - Colour Photocopies, Works - Colour Photocopies, Works - Black and White Photocopies, CRC - Black and White Photocopies, CRC - Colour Photocopies | 1 | 2,720.13 | |
| Geraldton Fuel Company T/as Refuel Australia | | | | | |
| EFT11382 | 08/11/2019 | budgeted fuel and oil purchases for 19/20 | 1 | | 1,117.12 |
| INV 31/10/2019 | 31/10/2019 | budgeted fuel and oil purchases for 19/20 - Caltex Busselton 109.21L, budgeted fuel and oil purchases for 19/20 - Caltex Northampton 75.68L, budgeted fuel and oil purchases for 19/20 - Caltex Carnarvon 51.16L, budgeted fuel and oil purchases for 19/20 - Caltex Carnarvon Gas Bottle for BBQ ACEO, budgeted fuel and oil purchases for 19/20 - Caltex Carnarvon 84.41L, budgeted fuel and oil purchases for 19/20 - Caltex Carnarvon 36.80L, budgeted fuel and oil purchases for 19/20 - Caltex Northampton 94.39L, budgeted fuel and oil purchases for 19/20 - Caltex Bindoon 103.49L, budgeted fuel and oil purchases for 19/20 - Caltex Northampton 101.14L, budgeted fuel and oil purchases for 19/20 - Caltex Carnarvon 40.76L | 1 | 1,117.12 | |
| 2082 Albany Highway Pty Ltd T/A - Gascoyne Junction Pub & Toruist Park | | | | | |
| EFT11383 | 08/11/2019 | One bedroom accomodation for Terry from St Johns - Sunday 20/10/2019 & Monday 21/10/2019 | 1 | | 324.00 |
| INV 6606 | 15/10/2019 | One bedroom accomodation for Terry from St Johns - Sunday 20/10/2019, One bedroom accomodation for Terry from St Johns - Monday 21/10/2019 | 1 | 324.00 | |
| GERALDTON TROPHY & ENGRAVING CENTRE | | | | | |
| EFT11384 | 08/11/2019 | Wooden Name Plaques for council room | 1 | | 110.00 |
| INV 00002166 | 28/10/2019 | Wooden Name Plaque, Ian Fitzgerald J.P, ACTING CHIEF EXECUTIVE OFFICER, , Wooden Name Plaque, Ray Hoseason-Smith, COUNCILLOR, , | 1 | 110.00 | |
| Landgate | | | | | |
| EFT11385 | 08/11/2019 | Standing Purchase Order for 2019/2020 Financial Period for the month of 27/07/2019 TO 23/08/2019 | 1 | | 107.65 |
| INV 350888-100 | 29/08/2019 | Standing Purchase Order for 2019/2020 Financial Period for the month of 12/07/2019 TO 08/08/2019 | 1 | 39.80 | |
| INV 351521-100 | 25/09/2019 | Standing Purchase Order for 2019/2020 Financial Period for the month of 27/07/2019 TO 23/08/2019 | 1 | 67.85 | |
| Perfect Computer Solutions Pty Ltd | | | | | |
| EFT11386 | 08/11/2019 | 2019/20 IT Consulting Services | 1 | | 255.00 |
| INV 25081 | 31/10/2019 | 2019/20 IT Consulting Services - Monthly Fee for daily monitoring, management and resolution of disaster recovery October, 2019/20 IT Consulting Services - Monthly Fee for daily monitoring, management and resolution of disaster recovery October | 1 | 255.00 | |
| R & L Couriers | | | | | |
| EFT11387 | 08/11/2019 | Freight - 25th October Trophy Centre | 1 | | 24.20 |
| INV 00009845 | 31/10/2019 | Admin Freight - 25th October Trophy Centre | 1 | 24.20 | |
| Toll Transport Pty Ltd | | | | | |
| EFT11388 | 08/11/2019 | 35% Standing Order for Works Freight | 1 | | 447.26 |
| INV 0914-MWB | 13/10/2019 | 40% Standing Order for Parts Freight 8976702034 Shire of Upper Gascoyne, 40% Standing Order for Parts Freight - 8949810094 Ann Barnden | 1 | 447.26 | |

| Cheque /EFT No | Date | Name Invoice Description | Bank Code | INV Amount | Amount |
|---|------------|--|-----------|------------|-----------|
| Westrac Pty Ltd | | | | | |
| EFT11389 | 08/11/2019 | 4Z-0920 serrated cutting edge | 1 | | 109.56 |
| INV PI 3917546 | 16/10/2019 | 3F-5108 bolt (for serrated cutting edge), 4K-0367 nut (for serrated cutting edge) | 1 | 109.56 | |
| Simon Joseph Adamson | | | | | |
| EFT11390 | 08/11/2019 | Perform Dogging Duties at \$427.50 / Day Plus Gst As Per Contract | 1 | | 3,291.75 |
| INV 03/11/2019 | 03/11/2019 | Perform Dogging Duties at \$427.50 / Day Plus Gst - 7 days 28th October to 3rd November 2019 , As Per Contract | 1 | 3,291.75 | |
| Diesel and Dust Mechanical Pty Ltd | | | | | |
| EFT11391 | 08/11/2019 | Mechanical labour hire and services 2019/20 | 1 | | 6,311.18 |
| INV 00000011 | 23/10/2019 | Mechanical labour hire and services 2019/20 | 1 | 339.63 | |
| INV 00000018 | 24/10/2019 | Mechanical labour hire and services 2019/20 | 1 | 290.13 | |
| INV 00000017 | 24/10/2019 | Mechanical labour hire and services 2019/20 | 1 | 358.88 | |
| INV 00000019 | 25/10/2019 | Mechanical labour hire and services 2019/20 | 1 | 603.63 | |
| INV 00000022 | 27/10/2019 | Mechanical labour hire and services 2019/20 | 1 | 719.13 | |
| INV 00000021 | 27/10/2019 | Mechanical labour hire and services 2019/20 | 1 | 112.75 | |
| INV 00000020 | 27/10/2019 | Mechanical labour hire and services 2019/20 | 1 | 562.38 | |
| INV 00000025 | 29/10/2019 | Mechanical labour hire and services 2019/20 | 1 | 90.75 | |
| INV 00000024 | 29/10/2019 | Mechanical labour hire and services 2019/20 | 1 | 331.38 | |
| INV 00000023 | 29/10/2019 | Mechanical labour hire and services 2019/20 | 1 | 67.38 | |
| INV 00000027 | 02/11/2019 | Mechanical labour hire and services 2019/20 | 1 | 578.88 | |
| INV 00000010 | 02/11/2019 | Mechanical labour hire and services 2019/20 | 1 | 136.13 | |
| INV 00000026 | 03/11/2019 | Mechanical labour hire and services 2019/20 | 1 | 495.00 | |
| INV 00000029 | 04/11/2019 | Mechanical labour hire and services 2019/20, Mechanical labour hire and services 2019/20 | 1 | 136.13 | |
| INV 00000028 | 04/11/2019 | Mechanical labour hire and services 2019/20 | 1 | 1,489.00 | |
| Wide Span Sheds Pty Ltd | | | | | |
| EFT11392 | 08/11/2019 | Supply 15m x 8m Shed as quoted 50% 1st Payment for - 25% for Plans and 25% to start Manufacturing | 1 | | 7,475.00 |
| INV WSS19314605/11/2019 | 05/11/2019 | Supply 15m x 8m Shed as quoted, Final Payment before pick up from manufactures , As Per Wide Spans Terms and Conditions | 1 | 7,475.00 | |
| Greenfield Technical Services | | | | | |
| EFT11393 | 12/11/2019 | WANDRRA AGN 821 - Supertendent & Supervision Services per RFQ 05 2018.19 | 1 | | 54,284.62 |
| INV 1242 | 30/10/2019 | WANDRRA AGN 821 - Supertendent & Supervision Services per RFQ 05 2018.19 | 1 | 30,605.85 | |
| INV 1245 | 31/10/2019 | Project Management - Nigel, Project Management - Josh, Flood Damage Adminstration - Cheryl and Jess, Travel, accommodation and meals | 1 | 23,678.77 | |
| Quadrio Earthmoving Pty Ltd | | | | | |

| Cheque /EFT No | Date | Name Invoice Description | Bank Code | INV Amount | Amount |
|--|------------|--|-----------|------------|------------|
| Quadrio Earthmoving Pty Ltd | | | | | |
| EFT11394 | 12/11/2019 | WANDRRA #3 works per RFT 04-18/19 - AGN821 for period 31/10/2019 - 05/11/2019 for Cobra-Mt Augustus Road | 1 | | 178,948.00 |
| INV 00010894 | 08/11/2019 | WANDRRA #3 works per RFT 04-18/19 - AGN821 for period 31/10/2019 - 05/11/2019 for Cobra-Mt Augustus Road | 1 | 178,948.00 | |
| Greenfield Technical Services | | | | | |
| EFT11395 | 12/11/2019 | Provision of Project Management for AGRN863 as per Council Decision 07092019 - SOUTH PACKAGE for period 01/10/2019 - 31/10/2019 | 1 | | 5,340.50 |
| INV 1252 | 31/10/2019 | Project Management - Josh, Project Management - Nigel, Flood Damage Administration - Jess and Cheryl | 1 | 5,340.50 | |
| Greenfield Technical Services | | | | | |
| EFT11456 | 12/11/2019 | WANDRRA AGN781 Superintendent & Supervision Services - NORTH Package for period 01/10/2019 - 31/10/2019 | 1 | | 10,802.00 |
| INV 1255 | 31/10/2019 | Administration - Cheryl and Jess, Consulting - Josh | 1 | 10,802.00 | |
| Commonwealth Bank of Australia (XPOS-TELSTRA SALES COSTS) | | | | | |
| EFT11457 | 11/11/2019 | XPOS Phone Card Sales on 11.11.19 | 1 | | 19.20 |
| INV 16677 | 07/11/2019 | XPOS Phone Card Sales on 11.11.19 | 1 | 19.20 | |
| Telstra Corporation Ltd | | | | | |
| EFT11458 | 13/11/2019 | CEO Mobile Phone - Calls and Data 0417 107 446 | 1 | | 1,401.34 |
| INV 20/10/2019 | 20/10/2019 | CEO Mobile Phone - Calls and Data 0417 107 446, Shire Office - Internet 0417 094 300, Works Supervisor - Calls and Data 0437 168 892, Town Foreman - Calls and Data 0409 636 940 | 1 | 800.78 | |
| INV 28/10/2019 | 28/10/2019 | Satellite Phone Charges for 0147144097 - Frank Drayton for Month of October 2019, Satellite Phone Charges for 0147150811 - John McCleary for Month of October 2019, Satellite Phone Charges for 0147151936 - Dameon Whitby for Month of October 2019, Satellite Phone Charges for 0147165864 - Thomas Fletcher for Month of October 2019, Satellite Phone Charges for 0147152896 - Leeson Dory for Month of October 2019, Satellite Phone Charges for 0147142926 - Ian Golding for Month of October 2019 | 1 | 600.56 | |
| Dust Up Projects | | | | | |
| EFT11459 | 15/11/2019 | 35% Share of Standing Purchase Order for Works Freight | 1 | | 1,441.95 |
| INV 1198 | 02/11/2019 | 35% Share of Standing Purchase Order for Works Freight, 40% Share of Standing Purchase Order for Parts Freight, 15% Share of Standing Purchase Order for Admin Freight, Share of Standing Purchase Order for Signage Freight | 1 | 1,441.95 | |
| Fire & Safety Services Company | | | | | |
| EFT11460 | 15/11/2019 | Fire Equipment Service for Admin for period ending October 2019 | 1 | | 719.40 |
| INV 263242 | 16/10/2019 | Fire Equipment Service for Admin for period ending October 2019, Fire Equipment Service for CRC for period ending October 2019, Fire Equipment Service for Pavilion for period ending October 2019, Fire Equipment Service for Depot for period ending October 2019 | 1 | 719.40 | |
| Ray Trigwell | | | | | |
| EFT11461 | 15/11/2019 | Contract dogging for 2019/20 - 34 days for period 17/09/2019 - 30/10/2019 | 1 | | 15,988.50 |
| INV 03 | 07/11/2019 | Contract dogging for 2019/20 - 34 days for period 17/09/2019 - 30/10/2019 | 1 | 15,988.50 | |
| Australia Post | | | | | |
| EFT11462 | 15/11/2019 | Postage for period - 1st to 31st October 2019 | 1 | | 268.00 |

| Cheque /EFT No | Date | Name Invoice Description | Bank Code | INV Amount | Amount |
|---|------------|---|-----------|------------|----------|
| Australia Post | | | | | |
| INV 1009045572 | 03/11/2019 | Postage for period - 1st to the 31st October 2019, Postage for period - 1st to the 31st October 2019 | 1 | 268.00 | |
| Australia's Golden Outback | | | | | |
| EFT11463 | 15/11/2019 | Shire editorial in 2020 Australia's Golden Outback Holiday Planner | 1 | | 1,675.00 |
| INV 00003584 | 25/10/2019 | Shire editorial in 2020 Australia's Golden Outback Holiday Planner | 1 | 1,675.00 | |
| Carnarvon Betta Home Living | | | | | |
| EFT11464 | 15/11/2019 | Vast Boxes | 1 | | 1,495.00 |
| INV LE215600 | 02/11/2019 | Vast Boxes | 1 | 1,495.00 | |
| Canine Control A Division Of Trepheene Pty Ltd | | | | | |
| EFT11465 | 15/11/2019 | Standing Order for animal control as per contract - 60 months commencing 01/07/2016 to 30/06/2020 | 1 | | 1,980.00 |
| INV 2397 | 27/10/2019 | Standing Order for animal control as per contract - 60 months commencing 01/07/2016 to 30/06/2020 - 23rd and 24th October 2019 | 1 | 1,980.00 | |
| Carnarvon Timber & Hardware | | | | | |
| EFT11466 | 15/11/2019 | Killrust stn enl classic cream | 1 | | 100.74 |
| INV 10626330 | 31/10/2019 | Strapping | 1 | 33.20 | |
| INV 10627126 | 06/11/2019 | cable ties | 1 | 16.79 | |
| INV 10627178 | 06/11/2019 | Killrust stn enl classic cream | 1 | 50.75 | |
| Carnarvon Growers Association Inc | | | | | |
| EFT11467 | 15/11/2019 | 50mm female 90 deg bends x 2 50mm PVC connection with male thread x 2 50mm PVC Joiner (all as per pic to suit pump connection) x 2 Kox Pro Spray Sprinkler Heads x 1 Pack or Box Solinoide electrical connectors x 1 pack | 1 | | 372.24 |
| INV 344445 | 09/10/2019 | 1 1/2" to 2" stainless steel fitting | 1 | 29.17 | |
| INV 345378 | 30/10/2019 | 50mm female 90 deg bends x 2 , 50mm PVC connection with male thread x 2, 50mm PVC Joiner (all as per pic to suit pump connection) x 2, Kox Pro Spray Sprinkler Heads x 1 Pack or Box, Solinoide electrical connectors x 1 pack | 1 | 183.48 | |
| INV 345713 | 06/11/2019 | 18m x 3.6m shadecloth | 1 | 159.59 | |
| Child Support Agency | | | | | |
| EFT11468 | 15/11/2019 | Payroll deductions | 1 | | 362.83 |
| INV DEDUCTIO | 13/11/2019 | Payroll Deduction for Nathaniel John Rogers 13/11/2019 | | 362.83 | |
| Elders Ltd | | | | | |
| EFT11469 | 15/11/2019 | steel fence droppers (pk 25) | 1 | | 357.80 |
| INV 72913 | 07/11/2019 | steel fence droppers (pk 25) | 1 | 357.80 | |
| 2082 Albany Highway Pty Ltd T/A - Gascoyne Junction Pub & Toruist Park | | | | | |
| EFT11470 | 15/11/2019 | Meals for St Johns first aid trainer | 1 | | 42.00 |
| INV 231019 | 23/10/2019 | Meals for Terry (First Aid Trainer) | 1 | 42.00 | |
| Gascoyne Plumbing Solutions (wa) Pty Ltd | | | | | |

Date: 02/12/2019
Time: 3:46:59PM

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| Cheque /EFT No | Date | Name Invoice Description | Bank Code | INV Amount | Amount |
|---|-------------|---|----------------------|-----------------------|---------------|
| Gascoyne Plumbing Solutions (wa) Pty Ltd | | | | | |
| EFT11471 | 15/11/2019 | Replace faulty hot water system at the Caravan Park | 1 | | 1,684.01 |
| INV 00002131 | 07/11/2019 | Replace faulty hot water system at the Caravan Park | 1 | 1,684.01 | |
| Jr & A Hersey | | | | | |
| EFT11472 | 15/11/2019 | General Tools and equipment | 1 | | 4,012.13 |
| INV 47113 | 24/10/2019 | General Tools and equipment | 1 | 2,186.03 | |
| INV 47114 | 24/10/2019 | General Tools and equipment | 1 | 1,009.09 | |
| INV 47115 | 24/10/2019 | General Tools and equipment | 1 | 817.01 | |
| Autopro | | | | | |
| EFT11473 | 15/11/2019 | Assorted items for Depot and vehicles | 1 | | 922.03 |
| INV 2010620 | 23/10/2019 | 7 pin round trailer plug, Cable 5 core 3mm10A 30m, Cable 7 core 3mm15A 30m, Cable ties - various size, Tool kit 199pce tray, Tyre repairs plugs 5pce, Air hose reel 12mmx 15m | 1 | 922.03 | |
| Independent Fuel Solutions Pty Ltd | | | | | |
| EFT11474 | 15/11/2019 | Diesel fuel purchase depot and camps | 1 | | 16,366.59 |
| INV 1631 | 23/10/2019 | Depot underground- 5000L, Fuel tank on P55- 1500L, P54 mobile camp- 3500L , P52 mobile camp- 500L , P79 mobile camp- 3000L | 1 | 16,366.59 | |
| IT Vision | | | | | |
| EFT11475 | 15/11/2019 | IT Vision to perform Synergy database optimisation / tech health | 1 | | 550.00 |
| INV 32073 | 15/08/2019 | IT Vision to perform Synergy database optimisation / tech health check. | 1 | 550.00 | |
| Junction Contracting Services | | | | | |
| EFT11476 | 15/11/2019 | water cart hire Ullawarra Rd C3344 | 1 | | 14,157.00 |
| INV 1550 | 04/11/2019 | water cart hire Ullawarra Rd C3344 | 1 | 14,157.00 | |
| Midland Stockyards | | | | | |
| EFT11477 | 15/11/2019 | Goat panels 2200x1030mm (pack of 10) | 1 | | 3,300.00 |
| INV 000000269 | 13/11/2019 | Goat panels 2200x1030mm (pack of 10) | 1 | 3,300.00 | |
| Officeworks | | | | | |
| EFT11478 | 15/11/2019 | Office equipment for CRC | 1 | | 1,444.20 |

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List of Accounts Paid for November 2019

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| Cheque /EFT No | Date | Name Invoice Description | Bank Code | INV Amount | Amount |
|---|-------------|--|------------------|-------------------|---------------|
| Officeworks | | | | | |
| INV 45214055 | 01/11/2019 | J.Burrows A3 Fold Display Book 20 Pocket Black, Product Code: JBFXDBA3BK Category Links: Display Books, J.Burrows Foam Clipfolder A4 Orange, Product Code: JBFOAMCFO2 Category Links: Clipfolders, Cultural Choice Hand Sanitiser 500mL 6 Pack, Product Code: CCHS500KT Category Links: Hand Cleaners & Sanitisers, Northfork Hand Sanitizing Gel Alcohol Free 500mL, Product Code: NF35160300 Category Links: Hand Sanitisers, Aqua To Go Fresco Floor Standing Water Cooler, Product Code: ATGFRSCOOL Category Links: Floor Standing Water Coolers, Home Paper A3 Copy Paper A3 Copy Paper 80gsm, Keji 80gsm A3 Copy Paper Carton, Product Code: KEA3CP80CT Category Links: A3 Copy Paper 80gsm, Keji 80gsm A4 Copy Paper 100 Ream Pallet, Product Code: KEA4CP80PT Category Links: A4 Copy Paper 80-90gsm, Logitech Bluetooth Mouse Black M337, Product Code: INLOM337BK Category Links: Wireless Mouse, Logitech Bluetooth Mouse Black M337, Product Code: INLOM337BK Category Links: Wireless Mouse | 1 | 501.84 | |
| INV 45302540 | 08/11/2019 | Office equipment for CRC | 1 | 686.95 | |
| INV 45300370 | 08/11/2019 | Mini fridge for RFDS medications, hands free torch, pen light, first aid register | 1 | 255.41 | |
| Perfect Computer Solutions Pty Ltd | | | | | |
| EFT11479 | 15/11/2019 | 2019/20 IT Consulting Services | 1 | | 807.50 |
| INV 24188 | 07/11/2019 | 2019/20 IT Consulting Services - Server turned off by power outage, assist Robyn with printing issue, server running slow issue, 2019/20 IT Consulting Services - Server turned off by power outage, server running slow issue | 1 | 467.50 | |
| INV 25102 | 07/11/2019 | 2019/20 IT Consulting Services, 2019/20 IT Consulting Services | 1 | 340.00 | |
| RepcO Pty Ltd | | | | | |
| EFT11480 | 15/11/2019 | PACJS2501B2 EVAPORATIVE COOLER JETSTREAM 250 | 1 | | 5,094.50 |
| INV 4610462862 | 02/10/2019 | R2682NHD Clutch kit | 1 | 700.00 | |
| INV 4610464073 | 17/10/2019 | PACJS2501B2 EVAPORATIVE COOLER JETSTREAM 250 | 1 | 4,394.50 | |
| Ray Hoseason-Smith | | | | | |
| EFT11481 | 15/11/2019 | Reimbursement for meals, taxis and mileage for WALGA Councillor Training held 03-08/11/2019 | 1 | | 786.35 |
| INV 03/11/2019 | 03/11/2019 | Reimbursement for meals, taxis and mileage for WALGA Councillor Training held 03-08/11/2019 | 1 | 786.35 | |
| Roger Davies Contracting | | | | | |
| EFT11482 | 15/11/2019 | Side tipper hire | 1 | | 29,584.50 |
| INV 0142 | 04/11/2019 | Side tipper hire | 1 | 17,787.00 | |
| INV 0144 | 07/11/2019 | Side tipper hire | 1 | 11,797.50 | |
| SPINIFEX MECHANICAL | | | | | |
| EFT11483 | 15/11/2019 | install crane on ute (remove from P38) | 1 | | 2,889.50 |
| INV 000142 | 18/10/2019 | install crane on ute (remove from P38), diagnose air compressor fault, 5000hr service, replace suspension airbag and accommodation and travel, adjust brakes and repair air/hydraulic leaks aas required | 1 | 2,889.50 | |
| Sunny Sign Company Pty Ltd | | | | | |
| EFT11484 | 15/11/2019 | 600x800 Slow - No Dust - 20km- Maximum - Black on Yell Cl 1 Refl - Alum with Post Holes | 1 | | 1,320.00 |

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|--|------------|---|-----------|------------|-----------|
| Sunny Sign Company Pty Ltd | | | | | |
| INV 421760 | 06/11/2019 | 600x800 Slow - No Dust - 20km- Maximum - Black on Yell Cl 1 Refl - Alum with Post Holes, , MR-WSP-17 1000x1500 - Cattle Symbolic - Black Yellow and Red on White Cl 1 refl - Anti Graffiti - Alum with A strut, | 1 | 1,205.60 | |
| INV 421758 | 06/11/2019 | 600x800 Speed Humps - Hump Symbolic - 20km - Black on Yell Cl 1 Refl - Alum with Post Holes, | 1 | 114.40 | |
| Toll Transport Pty Ltd | | | | | |
| EFT11485 | 15/11/2019 | 35% Standing Order for Works Freight | 1 | | 438.01 |
| INV 0915-MWB:20/10/2019 | | 35% Standing Order for Works Freight - 8297478274 CAFFI Logisites, 40% Standing Order for Parts Freight - 8769210472929 Westrac, 40% Standing Order for Parts Freight - 8771150004030 Westrac | 1 | 438.01 | |
| Wheatbelt Steel Pty Ltd | | | | | |
| EFT11486 | 15/11/2019 | Supply, deliver, erect 40x18x4.9m Open Front Machinery Shed as per quote Ref# 6339/1 | 1 | | 18,700.00 |
| INV 101457 | 08/11/2019 | Supply, deliver, erect 40x18x4.9m Open Front Machinery Shed as per quote Ref# 6339/1 | 1 | 17,600.00 | |
| INV 101456 | 08/11/2019 | Variation 1 supply and install PA door | 1 | 1,100.00 | |
| Westrac Pty Ltd | | | | | |
| EFT11487 | 15/11/2019 | 3000hr service - P100 CAT 140M Grader | 1 | | 4,363.84 |
| INV PI 3331311 | 30/09/2019 | 6 x 9x-3465 24V Bulb | 1 | 86.99 | |
| INV SI 1356040 | 30/09/2019 | Correcting Invoice SI 1356040 was incorrectly paid when should have been a credit, Correcting Invoice SI 1356040 was incorrectly paid when should have been a credit | 1 | -1,309.80 | |
| INV SI1446304 | 23/10/2019 | 3000hr service | 1 | 5,696.21 | |
| INV PC 0835820 | 06/11/2019 | 30 x 4K-0367, 30 x 3F-5108 | 1 | -109.56 | |
| Woolworths Limited | | | | | |
| EFT11488 | 15/11/2019 | Woolworths order 40367974 - Coffee, Biscuits and tissues. GST | 1 | | 265.60 |
| INV 40367974 | 21/10/2019 | Woolworths order 40367974 - Coffee, Biscuits and tissues. GST, Woolworths order 40367974 - Coffee, Biscuits and tissues. GST FREE | 1 | 188.60 | |
| INV 40763374 | 28/10/2019 | Woolworths order 40763374 - Cakes for council morning tea. GST, Woolworths order 40763374 - Cakes for council morning tea. GST FREE | 1 | 77.00 | |
| Red Dust Holdings | | | | | |
| EFT11489 | 18/11/2019 | WANDRRA #2 (AGN781) Contract works per tender RFT 03-17/18 for period 16/08/2019 - 04/11/2019 | 1 | | 14,715.25 |
| INV 00003192 | 15/11/2019 | WANDRRA #2 (AGN781) Contract works per tender RFT 03-17/18 for period 16/08/2019 - 04/11/2019 | 1 | 14,715.25 | |
| Commonwealth Bank of Australia (XPOS-TELSTRA SALES COSTS) | | | | | |
| EFT11490 | 18/11/2019 | XPOS Phone Card Sales on 13th and 14th November 2019 | 1 | | 57.60 |
| INV 16688,1669113/11/2019 | | XPOS Phone Card Sales on 13th and 14th November 2019 | 1 | 57.60 | |
| Department of Transport (AGENT CHARGES) | | | | | |
| EFT11491 | 18/11/2019 | Standing Purchase Order for Licence Agreement A9760424 V14 Cost varies based on transactions completed at CRC - For Sales on 14/11/19 | 1 | | 98.10 |
| INV 16690 | 14/11/2019 | Standing Purchase Order for Licence Agreement A9760424 V14 , Cost varies based on transactions completed at CRC - For Sales on 14/11/19 | 1 | 98.10 | |

| Cheque /EFT No | Date | Name Invoice Description | Bank Code | INV Amount | Amount |
|--|------------|--|-----------|------------|------------|
| Horizon Power | | | | | |
| EFT11495 | 20/11/2019 | Standing Purchase Order for 2018/2019 - Street Lighting for Month of October 2019 | 1 | | 265.74 |
| INV 21 004 2274 | 01/11/2019 | Standing Purchase Order for 2018/2019 - Street Lighting for Month of October 2019 | 1 | 265.74 | |
| Pivotel Satellite Pty Ltd | | | | | |
| EFT11496 | 20/11/2019 | Satellite phone for Works Supervisor for period of October 2019 | 1 | | 19.96 |
| INV 2736188 | 15/11/2019 | Satellite phone for Works Supervisor for period of October 2019 | 1 | 19.96 | |
| Water Corporation | | | | | |
| EFT11497 | 20/11/2019 | Water Usage & Service Charge - For the period 10/09/2019 - 11/11/2019 | 1 | | 6,150.53 |
| INV 11/11/2019 | 12/11/2019 | Water Usage & Service Charge - Lot 21 Gregory St - Customer Service Officer: Cherie, Water Usage & Service Charge - Lot 40 Gregory St - Town Maint: Nat, Water Usage & Service Charge - Lot 17 Gregory St - CEO: John, Water Usage & Service Charge - Lot 19 Gregory St - Works Supervisor: Jarrod, Water Usage & Service Charge - Lot 56 Gregory St - Vacant Land: Jim Caunt, Water Usage & Service Charge - Lot 23 Gregory St - Finance Manager: Peter, Water Usage & Service Charge - Sports Ground, Water Usage & Service Charge - Lot 48 Hatch Street - Road Crew: Ian, Water Usage & Service Charge - Lot 48 Hatch Street - Road Crew: Frank, Water Usage & Service Charge - Lot 49 Hatch Street - Road Crew: Dameon, Water Usage & Service Charge - Lot 48 Hatch Street - Road Crew: Ian and Frank, Water Usage & Service Charge - Lot 52 Hatch Street - Finance Officer: Amanda, Water Usage & Service Charge - Roadhouse (90%), Water Usage & Service Charge - Lot 500 Scott Street (10%), Water Usage & Service Charge - Lot 6 Scott Street - Town Crew: Mick Cragan, Water Usage & Service Charge - Depot, Water Usage & Service Charge - Depot (50%), Water Usage & Service Charge - Office (25%), Water Usage & Service Charge - CRC (25%), Water Usage & Service Charge - Lot 39 Gregory Street - Road Crew: Leeson, Water Usage & Service Charge - Lot 45 Gregory Street - Town Foreman: Dave | 1 | 6,150.53 | |
| Greenfield Technical Services | | | | | |
| EFT11498 | 22/11/2019 | WANDRRA AGN 821 - Supertendent & Supervision Services per | 1 | | 13,264.35 |
| INV 1260 | 12/11/2019 | WANDRRA AGN 821 - Supertendent & Supervision Services per RFQ 05 2018.19 | 1 | 13,264.35 | |
| Quadrio Earthmoving Pty Ltd | | | | | |
| EFT11499 | 22/11/2019 | WANDRRA #3 works per RFT 04-18/19 - AGN821 | 1 | | 205,535.00 |
| INV 00010897 | 21/11/2019 | WANDRRA #3 works per RFT 04-18/19 - AGN821, WANDRRA #3 works per RFT 04-18/19 - AGN821 | 1 | 205,535.00 | |
| Department of Transport (AGENT CHARGES) | | | | | |
| EFT11500 | 21/11/2019 | Standing Purchase Order for Licence Agreement A9760424 V14 Cost varies based on transactions completed at CRC | 1 | | 649.50 |
| INV 16706,16705 | 18/11/2019 | Standing Purchase Order for Licence Agreement A9760424 V14 , Cost varies based on transactions completed at CRC - for transactions on the 20th November 2019, Standing Purchase Order for Licence Agreement A9760424 V14 , Cost varies based on transactions completed at CRC - for transactions on the 21st November 2019 | 1 | 649.50 | |
| Carnarvon Precision Machining | | | | | |
| EFT11501 | 22/11/2019 | fabricate 1" hydraulic hose | 1 | | 415.86 |
| INV 00001261 | 07/11/2019 | fabricate 1" hydraulic hose | 1 | 415.86 | |

| Cheque /EFT No | Date | Name Invoice Description | Bank Code | INV Amount | Amount |
|--|------------|--|-----------|------------|-----------|
| Simon Joseph Adamson | | | | | |
| EFT11502 | 22/11/2019 | Perform Dogging Duties at \$427.50 / Day Plus Gst As Per Contract | 1 | | 6,583.50 |
| INV 19/11/2019 | 19/11/2019 | Perform Dogging Duties at \$427.50 / Day Plus Gst, As Per Contract - 14 days 6th - 19th November 2019 | 1 | 6,583.50 | |
| AIT Specialists Pty Ltd | | | | | |
| EFT11503 | 22/11/2019 | Monthly Fee for determination of Fuel Tax Credits 2019/2020 - For the period 1st October to the 31st October 2019 | 1 | | 709.61 |
| INV 11529 | 08/11/2019 | Monthly Fee for determination of Fuel Tax Credits 2019/2020 - For the period 1st October to the 31st October 2019 | 1 | 709.61 | |
| Bennalong Wa Pty Ltd | | | | | |
| EFT11504 | 22/11/2019 | Standing Po Freight for Period 17/11/2019 | 1 | | 143.00 |
| INV 7270 | 20/11/2019 | Standing Po Freight for Period - one pallet from Midland Stockyards | 1 | 143.00 | |
| Carnarvon Timber & Hardware | | | | | |
| EFT11505 | 22/11/2019 | 0.9mm Wire / Tips / Blanket / Caulk as per email | 1 | | 136.35 |
| INV 10627665 | 11/11/2019 | 0.9mm Wire / Tips / Blanket / Caulk as per email | 1 | 136.35 | |
| Carnarvon School Of The Air | | | | | |
| EFT11506 | 22/11/2019 | Donation for Book Award for end of year presentation concert 2019 | 1 | | 100.00 |
| INV 2019-18 | 21/11/2019 | Donation for Book Award for end of year presentation concert 2019 | 1 | 100.00 | |
| Carnarvon Auto Servicing & Towing | | | | | |
| EFT11507 | 22/11/2019 | 295/80R22.5 tyre steerer | 1 | | 3,951.70 |
| INV T0017804 | 11/11/2019 | 295/80R22.5 tyre steerer, 11R22.5 trailer tyre fitted, , puncture repair grader tyre, new rim | 1 | 3,951.70 | |
| Autopro | | | | | |
| EFT11508 | 22/11/2019 | 1 x New Battery | 1 | | 240.10 |
| INV 2010797 | 28/10/2019 | 1 x New Battery | 1 | 163.61 | |
| INV 2010947 | 30/10/2019 | 80,000km service kit | 1 | 76.49 | |
| Ilda Joan Williams | | | | | |
| EFT11509 | 22/11/2019 | labour hire- excavator operator | 1 | | 550.00 |
| INV 23 | 25/10/2019 | labour hire- excavator operator | 1 | 550.00 | |
| Ivan Bilcich | | | | | |
| EFT11510 | 22/11/2019 | Prepair, Supply and Lay 2.2m Wide Concrete Foot Path with mesh and non slip surface as Per Specifications and Australian Standards. | 1 | | 56,764.00 |
| INV 00029 | 27/10/2019 | Prep, Supply and lay Concrete with mesh and footings to 15m x 8m Shed as per Relevant Australian Standards | 1 | 17,140.00 | |
| INV 00028 | 27/10/2019 | Prepair, Supply and Lay 2.2m Wide Concrete Foot Path with mesh and non slip surface as Per Specifications and Australian Standards., \$312.00 Inc Gst Per LM x approx 120 LM | 1 | 37,440.00 | |
| INV 00027 | 27/10/2019 | Prep, Supply and Install additional 7 Lmof Concrete Path way at 2.2 wide | 1 | 2,184.00 | |
| LGIS | | | | | |
| EFT11511 | 22/11/2019 | Actual Wages Adjustment for period 30/06/2018 to 30/06/2019 | 1 | | 2,468.21 |
| INV 100-136784 | 13/11/2019 | Actual Wages Adjustment for period 30/06/2018 to 30/06/2019 - 50%, Actual Wages Adjustment for period 30/06/2018 to 30/06/2019 - 10%, Actual Wages Adjustment for period 30/06/2018 to 30/06/2019 - 40% | 1 | 2,468.21 | |

| Cheque /EFT No | Date | Name Invoice Description | Bank Code | INV Amount | Amount |
|---|------------|--|-----------|------------|----------|
| Perfect Computer Solutions Pty Ltd | | | | | |
| EFT11512 | 22/11/2019 | 2019/20 IT Consulting Services | 1 | | 170.00 |
| INV 25113 | 14/11/2019 | 2019/20 IT Consulting Services - 7/11/19 Works PC network connectivity issue | 1 | 170.00 | |
| Philip Swain | | | | | |
| EFT11513 | 22/11/2019 | Reimbursement CDC BP01-2019-Depot Shed | 1 | | 2,517.10 |
| INV 15/11/2019 | 15/11/2019 | Reimbursement CDC BP01-2019-Depot Shed, Reimbursement CDC BP02-2019-Depot Town Shed, Reimbursement CDC BP03-2019-Pav infrastructure, Reimbursement Engineer Certification, Reimbursement Engineer Certification | 1 | 2,517.10 | |
| Toll Transport Pty Ltd | | | | | |
| EFT11514 | 22/11/2019 | 35% Standing Order for Works Freight | 1 | | 436.15 |
| INV 0916-MWB:27/10/2019 | | 40% Standing Order for Works Freight - 8769210473470 Westrac, 40% Standing Order for Parts Freight - 2401001671778 Purcher, 10% Standing Order for Signage Freight - 8987054122, 35% Standing Order for Works Freight - 8988061914 Fire Safe, 40% Standing Order for Parts Freight - 8961301631 Wheatbelt Sheds, 35% Standing Order for Parts Freight - 8983425957 | 1 | 436.15 | |
| Walga | | | | | |
| EFT11515 | 22/11/2019 | Serving on Council 4-5 November 2019 (Mon-Tues) - Training for New Council Member Ray Hoseason-Smith | 1 | | 1,805.00 |
| INV I3079653 | 28/10/2019 | WALGA Precurement elearning for Amanda Leighton. | 1 | 215.00 | |
| INV I3079654 | 28/10/2019 | WALGA Precurement elearning for Cherie Walker. | 1 | 215.00 | |
| INV I3079672 | 29/10/2019 | Serving on Council 4-5 November 2019 (Mon-Tues), Training for New Council Member Ray Hoseason-Smith | 1 | 900.00 | |
| INV I3079673 | 29/10/2019 | Understanding Financial Reports and Budgets 6 November (Wed), Training for New Council Member Ray Hoseason-Smith | 1 | 475.00 | |
| Westrac Pty Ltd | | | | | |
| EFT11516 | 22/11/2019 | L/H hand mirror assembly | 1 | | 149.19 |
| INV PI 3949409 | 26/10/2019 | L/H hand mirror assembly | 1 | 149.19 | |
| Westerly Contractors | | | | | |
| EFT11517 | 22/11/2019 | garden mulch @\$38.50/m | 1 | | 4,620.00 |
| INV 10479 | 12/11/2019 | garden mulch @\$38.50/m, garden mulch @\$38.50/m | 1 | 4,620.00 | |
| Telstra Corporation Ltd | | | | | |
| EFT11518 | 22/11/2019 | 0899430509 - Office Phone | 1 | | 697.85 |
| INV P 205 398 7:09/11/2019 | | 0899430509 - Office Phone, 08 9943 0625 EFTPOS, , 08 9943 0880 Office phone, , 08 9943 0988 Office phone, , 08 9943 0507 Faxline, , 08 9943 0650 Fax Stream, , 0476 829 559 CEO iPad, , 08 9943 0557 CRC - Transport Dial Up, , 0458 074 228 CRC WiFi, , 08 9943 0516 Lot 45 Gregory St, , 08 9943 0560 Duplex Nth, , 08 9943 0640 CEO Home, , 08 9943 0840 Lot 21 Gregory St, , 08 9943 0972 Works home, , 5534663360 Small Business User - Works, , Pavilion Operating Costs GEN | 1 | 697.85 | |
| Activ8me | | | | | |
| EFT11519 | 22/11/2019 | Standing PO for Shire Office Internet | 1 | | 129.95 |
| INV 1790486 | 08/11/2019 | Standing PO for CEO Internet | 1 | 129.95 | |

| Cheque /EFT No | Date | Name Invoice Description | Bank Code | INV Amount | Amount |
|--|------------|--|-----------|------------|----------|
| Activ8me | | | | | |
| EFT11520 | 27/11/2019 | Standing PO for Shire Office Internet for period 13/11/2019 - 12/12/2019 | 1 | | 129.95 |
| INV 1799140 | 13/11/2019 | Standing PO for Shire Office Internet for period 13/11/2019 - 12/12/2019 | 1 | 129.95 | |
| Department of Transport (AGENT CHARGES) | | | | | |
| EFT11521 | 27/11/2019 | Motor Vehicle Licence Fees as per reference 16723 RMP | 1 | | 832.15 |
| INV 16723 | 25/11/2019 | Motor Vehicle Licence Fees as per reference 16723 RMP | 1 | 832.15 | |
| Gregory James Watters | | | | | |
| EFT11522 | 28/11/2019 | Councillor Meeting fee for the Month of November 2019 | 1 | | 1,650.25 |
| INV COUNCIL | 27/11/2019 | Councillor Meeting fee for the Month of November 2019, Councillor Travel Allowance for the Month of November 2019, Councillor IT Allowance for the Month of November 2019 | 1 | 1,650.25 | |
| Leanne Alys Mckeough | | | | | |
| EFT11523 | 28/11/2019 | Councillor Meeting Fee for Month of November 2019 | 1 | | 1,262.17 |
| INV COUNCIL | 27/11/2019 | Councillor Meeting Fee for Month of November 2019, Travel Allowance for Council Meeting for Month of November 2019, IT Allowance for Month of November 2019 | 1 | 1,262.17 | |
| Blanche Maree Walker | | | | | |
| EFT11524 | 28/11/2019 | Councillor Meeting Fee for Month of November 2019 | 1 | | 1,064.17 |
| INV COUNCIL | 27/11/2019 | Councillor Meeting Fee for Month of November 2019, , IT Allowance for Council Meeting for Month of November 2019, | 1 | 1,064.17 | |
| Jw & Jp Caunt | | | | | |
| EFT11525 | 28/11/2019 | Councillor Meeting Fee for Month of November 2019 | 1 | | 1,561.02 |
| INV COUNCIL | 27/11/2019 | Councillor Meeting Fee for Month of November 2019, Councillor Travel Allowance for Month of November 2019, Deputy President Allowance for Month of November 2019, Councillor IT Allowance for Month of November 2019 | 1 | 1,561.02 | |
| Donald Raymond Hammarquist | | | | | |
| EFT11526 | 28/11/2019 | Councillor Meeting Fee for Month of November 2019 | 1 | | 4,076.70 |
| INV COUNCIL | 27/11/2019 | Councillor Meeting Fee for Month of November 2019, Councillor Travel Allowance for Month of November 2019, President Allowance for Month of November 2019, Councillor IT Allowance for Month of November 2019 | 1 | 4,076.70 | |
| Hasmish Mctaggart | | | | | |
| EFT11527 | 28/11/2019 | Councillor Meeting Fee for Month of November 2019 | 1 | | 1,083.97 |
| INV COUNCIL | 27/11/2019 | Councillor Meeting Fee for Month of November 2019, IT Allowance for Month of November 2019, Travel Allowance for Month of November 2019 | 1 | 1,083.97 | |
| Ray Hoseason-Smith | | | | | |
| EFT11528 | 28/11/2019 | Councillor Meeting Fee for month of November 2019 | 1 | | 1,279.99 |
| INV COUNCIL | 27/11/2019 | Councillor Meeting Fee for month of November 2019, Councillor Travel Allowance for month of November 2019, Councillor IT Allowance for month of November 2019 | 1 | 1,279.99 | |
| Dust Up Projects | | | | | |
| EFT11529 | 28/11/2019 | 35% Share of Standing Purchase Order for Works Freight | 1 | | 1,023.75 |
| INV 1224 | 19/11/2019 | 35% Share of Standing Purchase Order for Works Freight, 40% Share of Standing Purchase Order for Parts Freight, 15% Share of Standing Purchase Order for Admin Freight | 1 | 1,023.75 | |
| Bennalong Wa Pty Ltd | | | | | |

| Cheque /EFT No | Date | Name Invoice Description | Bank Code | INV Amount | Amount |
|---|------------|--|-----------|------------|-----------|
| Bennalong Wa Pty Ltd | | | | | |
| EFT11530 | 28/11/2019 | General Freight costs | 1 | | 242.00 |
| INV 7295 | 23/11/2019 | General Freight Costs | 1 | 242.00 | |
| Bt Equipment Pty Ltd T/as Tutt Byant Equipment | | | | | |
| EFT11531 | 28/11/2019 | L2565 PADFOOT SHELLKT for BW211/216D4 RP | 1 | | 15,944.50 |
| INV 008458268 | 31/10/2019 | L2565 PADFOOT SHELLKT for BW211/216D4 RP | 1 | 15,944.50 | |
| Construction Training Fund | | | | | |
| EFT11532 | 28/11/2019 | BCTIF LEVY 68 Gregory Street Pavilion | 1 | | 483.44 |
| INV 26625-P3Z8 | 26/11/2019 | BCTIF LEVY 4 Scott Street - Depot Shed | 1 | 225.94 | |
| INV 26668-WOH | 26/11/2019 | BCTIF LEVY 68 Gregory Street Pavilion | 1 | 168.00 | |
| INV 26624-R7W | 26/11/2019 | BCTIF LEVY 4 Scott Street - Town Shed | 1 | 89.50 | |
| Carnarvon Timber & Hardware | | | | | |
| EFT11533 | 28/11/2019 | Safety Glasses | 1 | | 417.57 |
| INV 10628735 | 19/11/2019 | Safety Glasses, Cabin Hooks, Plumbing Primer and Glue, Permanent Markers, 120 Lt Bin Bags, Duct Tape, Carpenters Pencils | 1 | 326.18 | |
| INV 10628942 | 21/11/2019 | Supply C/Bond Ridge flashing | 1 | 91.39 | |
| Carnarvon Pest Control | | | | | |
| EFT11534 | 28/11/2019 | Pest Control - 6 Monthly Treatment November 2019 | 1 | | 2,898.50 |
| INV 0048 | 26/11/2019 | Pest Control, Pest Control, Pest Control, Pest Control, Pest Control, Pest Control, Pest Control, Pest Control, Pest Control, Pest Control, Pest Control, Pest Control | 1 | 2,898.50 | |
| Carnarvon Electrics | | | | | |
| EFT11535 | 28/11/2019 | Prepare and submit Solar Power application to Horizon Power for the Tourist Park | 1 | | 9,464.95 |
| INV 9405 | 22/11/2019 | Electrical checks and repairs to septic system pumps and control | 1 | 1,141.80 | |
| INV 9406 | 22/11/2019 | Replace oysterlights in staff accomodation at the pub. | 1 | 283.25 | |
| INV 9404 | 22/11/2019 | Disconnect and reconnect HWS at 19 Gregory Street | 1 | 168.30 | |
| INV 9407 | 22/11/2019 | Prepare and submit Solar Power application to Horizon Power for the Junction Tourist Park | 1 | 7,871.60 | |
| Carnarvon Auto Servicing & Towing | | | | | |
| EFT11536 | 28/11/2019 | 17.5-25R Advance 20PR grader tyre plus fitting | 1 | | 2,142.00 |
| INV T0017875 | 18/11/2019 | 17.5-25R Advance 20PR grader tyre, plus fitting | 1 | 2,142.00 | |
| Child Support Agency | | | | | |
| EFT11537 | 28/11/2019 | Payroll deductions | 1 | | 362.83 |
| INV DEDUCTIO | 27/11/2019 | Payroll Deduction for Nathaniel John Rogers 27/11/2019 | | 362.83 | |
| CS Legal | | | | | |
| EFT11538 | 28/11/2019 | General Procedural Claim (GPC) - Lighthouse Ridge Pty Ltd Outstanding rates | 1 | | 571.43 |

| Cheque /EFT No | Date | Name Invoice Description | Bank Code | INV Amount | Amount |
|--|------------|--|-----------|------------|-----------|
| CS Legal | | | | | |
| INV 026590 | 23/11/2019 | General Procedural Claim (GPC) - Lighthouse Ridge Pty Ltd, GPC court filing fee - Lighthouse Ridge Pty Ltd, GPC Service & Travel - Lighthouse Ridge Pty Ltd, Lighthouse Ridge Pty Ltd Company Search | 1 | 571.43 | |
| Diesel and Dust Mechanical Pty Ltd | | | | | |
| EFT11539 | 28/11/2019 | Mechanical labour hire and services 2019/20 | 1 | | 999.52 |
| INV 00000030 | 08/11/2019 | Mechanical labour hire and services 2019/20 | 1 | 592.08 | |
| INV 00000031 | 08/11/2019 | Mechanical labour hire and services 2019/20 | 1 | 112.75 | |
| INV 00000032 | 08/11/2019 | Mechanical labour hire and services 2019/20 | 1 | 294.69 | |
| David John Higgs | | | | | |
| EFT11540 | 28/11/2019 | Reimbursement for Accommodation for Biosecurity AGM | 1 | | 46.00 |
| INV 22/11/2019 | 22/11/2019 | Reimbursement for Accommodation for Biosecurity AGM | 1 | 46.00 | |
| Fitz Gerald Strategies | | | | | |
| EFT11541 | 28/11/2019 | 29 October 2019 - responding to an email from the CEO re cashing out annual leave entitlements for Mr McCleary | 1 | | 79.95 |
| INV 00002016 | 31/10/2019 | 29 October 2019 - responding to an email from the CEO re cashing out annual leave entitlements for Mr McCleary | 1 | 79.95 | |
| Gascoyne Earthmoving | | | | | |
| EFT11542 | 28/11/2019 | source 24000m3 gravel | 1 | | 31,794.62 |
| INV 007 | 01/11/2019 | source 24000m3 gravel | 1 | 31,794.62 | |
| Geraldton Fuel Company T/as Refuel Australia | | | | | |
| EFT11543 | 28/11/2019 | budgeted fuel and oil purchases for 19/20 | 1 | | 71.50 |
| INV F00619173 | 31/08/2019 | Caltex Annual Card Fee | 1 | 71.50 | |
| 2082 Albany Highway Pty Ltd T/A - Gascoyne Junction | | | | | |
| Pub & Toruist Park | | | | | |
| EFT11544 | 28/11/2019 | Council Morning Tea - 31/10/2019 (Meet and Greet at the CRC) for 25 people. | 1 | | 523.00 |
| INV 041119 | 04/11/2019 | Council Morning Tea - 31/10/2019 (Meet and Greet at the CRC) for 25 people., Council Lunch 31/10/2019 - numbers to be confirmed on the day 8 people | 1 | 523.00 | |
| Autopro | | | | | |
| EFT11545 | 28/11/2019 | Gear oil for P85 | 1 | | 235.00 |
| INV 2010984 | 31/10/2019 | Gear oil for P85 | 1 | 235.00 | |
| Ion Minerals Pty Ltd | | | | | |
| EFT11546 | 28/11/2019 | Rates refund for assessment A6212 LOT E08/03018 MINING TENEMENT | 1 | | 920.34 |
| INV A6192 | 27/11/2019 | Rates refund for assessment A6192 LOT E08/03020 MINING TENEMENT | | 306.72 | |
| INV A6196 | 27/11/2019 | Rates refund for assessment A6196 LOT E08/02966 MINING TENEMENT | | 306.72 | |
| INV A6212 | 27/11/2019 | Rates refund for assessment A6212 LOT E08/03018 MINING TENEMENT | | 306.90 | |
| IT Vision | | | | | |
| EFT11547 | 28/11/2019 | Develop Basic Record Keeping Module designed by Amanda as per quote#6383 | 1 | | 1,100.00 |

| Cheque /EFT No | Date | Name Invoice Description | Bank Code | INV Amount | Amount |
|--|------------|--|-----------|------------|------------|
| IT Vision | | | | | |
| INV 32464 | 19/11/2019 | Develop Basic Record Keeping Module designed by Amanda as per quote#6383 | 1 | 1,100.00 | |
| Ivan Bilcich | | | | | |
| EFT11548 | 28/11/2019 | Supply and Pour 12 Footings at 750mm wide x 1500 Deep 4 footings at 750mm wide x 900 Deep Vibrate and Float finish | 1 | | 9,823.00 |
| INV 00030 | 03/11/2019 | Supply and Pour , 12 Footings at 750mm wide x 1500 Deep, 4 footings at 750mm wide x 900 Deep, Vibrate and Float finish | 1 | 9,823.00 | |
| Junction Contracting Services | | | | | |
| EFT11549 | 28/11/2019 | supply 2mx2m concrete grid approach sabs | 1 | | 20,746.00 |
| INV 1554 | 25/11/2019 | Remove existing damaged Drive way, Inspect for any potential issues that caused damage | 1 | 3,850.00 | |
| INV 1553 | 25/11/2019 | supply 2mx2m concrete grid approach sabs | 1 | 16,896.00 | |
| Paul D Kearney - Carpenter & Joiner | | | | | |
| EFT11550 | 28/11/2019 | Erect 15m x 8m Shed | 1 | | 12,650.00 |
| INV 17 | 24/11/2019 | Erect 15m x 8m Shed as per Plans / Spec's | 1 | 12,650.00 | |
| LGIS BROKING | | | | | |
| EFT11551 | 28/11/2019 | 2018-2019 Motor Vehicle Premium Adjustment | 1 | | 1,197.37 |
| INV 062-206424 | 05/11/2019 | 2018-2019 Motor Vehicle Premium Adjustment | 1 | 1,197.37 | |
| Toll Transport Pty Ltd | | | | | |
| EFT11552 | 28/11/2019 | 35% Standing Order for Works Freight | 1 | | 47.34 |
| INV 0917-MWB:03/11/2019 | | 40% Standing Order for Parts Freight - 8771150004047 Westrac, 15% Standing Order for Admin Freight - 8963618301 PCS, 10% Standing Order for CRC Freight | 1 | 47.34 | |
| Westrac Pty Ltd | | | | | |
| EFT11553 | 28/11/2019 | travel expenses relating to warrantry works- slow hydraulics | 1 | | 2,156.00 |
| INV SI 1449848 | 08/11/2019 | travel expenses relating to warrantry works- slow hydraulics | 1 | 2,156.00 | |
| Them Earth Moving | | | | | |
| EFT11554 | 29/11/2019 | Supply of plant and operators for flood damage repairs (RFT01 19-20 - AGRN863) | 1 | | 299,920.50 |
| INV 00000526 | 28/11/2019 | Supply of plant and operators for flood damage repairs (RFT01 19-20 - AGRN863), Supply of plant and operators for flood damage repairs (RFT01 19-20 - AGRN863), Supply of plant and operators for flood damage repairs (RFT01 19-20 - AGRN863), Supply of plant and operators for flood damage repairs (RFT01 19-20 - AGRN863) | 1 | 299,920.50 | |
| Department of Transport (AGENT CHARGES) | | | | | |
| EFT11555 | 28/11/2019 | Motor vehicle licence fees receipted 26/11/2019 | 1 | | 1,017.45 |
| INV 16731 | 26/11/2019 | Motor vehicle licence fees (transfer fee) receipted 26/11/2019, Motor vehicle licence fees (transfer fee) receipted 26/11/2019 | 1 | 1,017.45 | |
| SUPER DIRECTIONS FUND | | | | | |
| DD8058.1 | 13/11/2019 | Superannuation contributions | 1 | | 238.26 |
| INV SUPER | 13/11/2019 | Super. for Nathaniel John Rogers 0819620 13/11/2019 | 1 | 238.26 | |
| Wa Super | | | | | |

| Cheque /EFT No | Date | Name Invoice Description | Bank Code | INV Amount | Amount |
|---------------------------|------------|---|-----------|------------|----------|
| Wa Super | | | | | |
| DD8058.2 | 13/11/2019 | Superannuation contributions | 1 | | 7,754.75 |
| INV DEDUCTIO | 13/11/2019 | Payroll Deduction for Leeson Richard Dorey 13/11/2019, Payroll Deduction for Jarrod Lachlan Walker 13/11/2019, Payroll Deduction for John Leslie McCleary 13/11/2019, Payroll Deduction for Dameon Dwayne Whitby 13/11/2019, Payroll Deduction for Ian Douglas Golding 13/11/2019, Payroll Deduction for Ian Basil Fitzgerald 13/11/2019 | 1 | 1,470.30 | |
| INV DEDUCTIO | 13/11/2019 | Payroll Deduction for Thomas George Fletcher 13/11/2019 | 1 | 300.00 | |
| INV DEDUCTIO | 13/11/2019 | Payroll Deduction for Peter John Hutchinson 13/11/2019 | 1 | 314.98 | |
| INV SUPER | 13/11/2019 | Super. for Robyn May Perry 248627 13/11/2019, Super. for Leeson Richard Dorey 021481 13/11/2019, Super. for Leeson Richard Dorey 021481 13/11/2019, Super. for Thomas George Fletcher 025999 13/11/2019, Super. for Thomas George Fletcher 025999 13/11/2019, Super. for Jarrod Lachlan Walker 263069 13/11/2019, Super. for Jarrod Lachlan Walker 263069 13/11/2019, Super. for John Leslie McCleary 239825 13/11/2019, Super. for John Leslie McCleary 239825 13/11/2019, Super. for Dameon Dwayne Whitby 221749 13/11/2019, Super. for Dameon Dwayne Whitby 221749 13/11/2019, Super. for Peter John Hutchinson 258982 13/11/2019, Super. for Peter John Hutchinson 258982 13/11/2019, Super. for Francis Xavier Drayton 10027178 13/11/2019, Super. for Ian Basil Fitzgerald 003752 13/11/2019, Super. for Ian Basil Fitzgerald 003752 13/11/2019 | 1 | 5,669.47 | |
| BT Business Super | | | | | |
| DD8058.3 | 13/11/2019 | Superannuation contributions | 1 | | 675.01 |
| INV DEDUCTIO | 13/11/2019 | Payroll Deduction for David John Higgs 13/11/2019 | 1 | 173.08 | |
| INV SUPER | 13/11/2019 | Super. for David John Higgs 6000012284127 13/11/2019, Super. for David John Higgs 6000012284127 13/11/2019 | 1 | 501.93 | |
| CBH Sunsuper | | | | | |
| DD8058.4 | 13/11/2019 | Superannuation contributions | 1 | | 418.27 |
| INV DEDUCTIO | 13/11/2019 | Payroll Deduction for Cherie Walker 13/11/2019 | 1 | 144.23 | |
| INV SUPER | 13/11/2019 | Super. for Cherie Walker 902432443 13/11/2019 | 1 | 274.04 | |
| My North Super | | | | | |
| DD8058.5 | 13/11/2019 | Superannuation contributions | 1 | | 341.63 |
| INV SUPER | 13/11/2019 | Super. for Amanda Jane Leighton 14679526 13/11/2019 | 1 | 341.63 | |
| SUNSUPER | | | | | |
| DD8058.6 | 13/11/2019 | Superannuation contributions | 1 | | 144.23 |
| INV SUPER | 13/11/2019 | Super. for Cherie Walker 902432443 13/11/2019 | 1 | 144.23 | |
| Australian Super | | | | | |
| DD8058.7 | 13/11/2019 | Superannuation contributions | 1 | | 121.77 |
| INV SUPER | 13/11/2019 | Super. for Alison Watson 702403355 13/11/2019 | 1 | 121.77 | |
| AMP Flexible Super | | | | | |
| DD8058.8 | 13/11/2019 | Superannuation contributions | 1 | | 526.35 |

| Cheque /EFT No | Date | Name Invoice Description | Bank Code | INV Amount | Amount |
|------------------------------|------------|---|-----------|------------|----------|
| AMP Flexible Super | | | | | |
| INV SUPER | 13/11/2019 | Super. for Ian Douglas Golding 953593995 13/11/2019, Super. for Ian Douglas Golding 953593995 13/11/2019 | 1 | 526.35 | |
| SUPER DIRECTIONS FUND | | | | | |
| DD8091.1 | 27/11/2019 | Superannuation contributions | 1 | | 238.26 |
| INV SUPER | 27/11/2019 | Super. for Nathaniel John Rogers 0819620 27/11/2019 | 1 | 238.26 | |
| Wa Super | | | | | |
| DD8091.2 | 27/11/2019 | Superannuation contributions | 1 | | 8,007.15 |
| INV DEDUCTIO | 27/11/2019 | Payroll Deduction for Leeson Richard Dorey 27/11/2019, Payroll Deduction for Jarrod Lachlan Walker 27/11/2019, Payroll Deduction for John Leslie McCleary 27/11/2019, Payroll Deduction for Dameon Dwayne Whitby 27/11/2019, Payroll Deduction for Ian Douglas Golding 27/11/2019, Payroll Deduction for Ian Basil Fitzgerald 27/11/2019 | 1 | 2,050.18 | |
| INV DEDUCTIO | 27/11/2019 | Payroll Deduction for Thomas George Fletcher 27/11/2019 | 1 | 300.00 | |
| INV DEDUCTIO | 27/11/2019 | Payroll Deduction for Peter John Hutchinson 27/11/2019 | 1 | 304.17 | |
| INV SUPER | 27/11/2019 | Super. for Robyn May Perry 248627 27/11/2019, Super. for Leeson Richard Dorey 021481 27/11/2019, Super. for Leeson Richard Dorey 021481 27/11/2019, Super. for Thomas George Fletcher 025999 27/11/2019, Super. for Thomas George Fletcher 025999 27/11/2019, Super. for Wayne Panting 00000 27/11/2019, Super. for Jarrod Lachlan Walker 263069 27/11/2019, Super. for Jarrod Lachlan Walker 263069 27/11/2019, Super. for John Leslie McCleary 239825 27/11/2019, Super. for Dameon Dwayne Whitby 221749 27/11/2019, Super. for Dameon Dwayne Whitby 221749 27/11/2019, Super. for Peter John Hutchinson 258982 27/11/2019, Super. for Peter John Hutchinson 258982 27/11/2019, Super. for Francis Xavier Drayton 10027178 27/11/2019, Super. for Ian Basil Fitzgerald 003752 27/11/2019, Super. for Ian Basil Fitzgerald 003752 27/11/2019 | 1 | 5,352.80 | |
| BT Business Super | | | | | |
| DD8091.3 | 27/11/2019 | Superannuation contributions | 1 | | 675.00 |
| INV DEDUCTIO | 27/11/2019 | Payroll Deduction for David John Higgs 27/11/2019 | 1 | 173.08 | |
| INV SUPER | 27/11/2019 | Super. for David John Higgs 6000012284127 27/11/2019, Super. for David John Higgs 6000012284127 27/11/2019 | 1 | 501.92 | |
| CBH Sunsuper | | | | | |
| DD8091.4 | 27/11/2019 | Superannuation contributions | 1 | | 418.27 |
| INV DEDUCTIO | 27/11/2019 | Payroll Deduction for Cherie Walker 27/11/2019 | 1 | 144.23 | |
| INV SUPER | 27/11/2019 | Super. for Cherie Walker 902432443 27/11/2019 | 1 | 274.04 | |
| My North Super | | | | | |
| DD8091.5 | 27/11/2019 | Superannuation contributions | 1 | | 341.63 |
| INV SUPER | 27/11/2019 | Super. for Amanda Jane Leighton 14679526 27/11/2019 | 1 | 341.63 | |
| SUNSUPER | | | | | |
| DD8091.6 | 27/11/2019 | Superannuation contributions | 1 | | 144.23 |
| INV SUPER | 27/11/2019 | Super. for Cherie Walker 902432443 27/11/2019 | 1 | 144.23 | |

Date: 02/12/2019
 Time: 3:46:59PM

SHIRE OF UPPER GASCOYNE
List of Accounts Paid for November 2019

USER: Finance
 PAGE: 21

| Cheque /EFT No | Date | Name Invoice Description | Bank Code | INV Amount | Amount |
|---------------------------|-------------|--|------------------|-------------------|---------------|
| Australian Super | | | | | |
| DD8091.7 | 27/11/2019 | Superannuation contributions | 1 | | 196.57 |
| INV SUPER | 27/11/2019 | Super. for Alison Watson 702403355 27/11/2019 | 1 | 196.57 | |
| AMP Flexible Super | | | | | |
| DD8091.8 | 27/11/2019 | Superannuation contributions | 1 | | 526.35 |
| INV SUPER | 27/11/2019 | Super. for Ian Douglas Golding 953593995 27/11/2019, Super. for Ian Douglas Golding 953593995 27/11/2019 | 1 | 526.35 | |

TOTAL INVOICES BY PAYMENT TYPE

| | |
|---------------------|--------------|
| Direct Debit / BPAY | 20,767.73 |
| EFT | 1,647,659.81 |

REPORT TOTALS

| Bank Code | Bank Name | TOTAL |
|---|---------------------|---------------------|
| 1 | MUNICIPAL FUND BANK | 1,668,427.54 |
| TOTAL | | 1,668,427.54 |
| TOTAL CREDIT NOTES | | 0.00 |
| TOTAL PAYMENTS LESS CREDIT NOTES | | 1,668,427.54 |

APPENDIX 2

(Monthly Financial Report for November 2019)



Shire of Upper Gascoyne

Lot 4 Scott Street

Gascoyne Junction WA 6705

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www.uppergascoyne.wa.gov.au

SHIRE OF UPPER GASCOYNE

MONTHLY FINANCIAL REPORT

For the Period Ending 30 November 2019

SHIRE OF UPPER GASCOYNE
MONTHLY FINANCIAL REPORT
For the Period Ending 30 November 2019
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RSM Australia Pty Ltd

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Compilation Report

To the Council

Shire of Upper Gascoyne

Scope

We have compiled the accompanying special purpose financial statements.

The specific purpose for which the special purpose financial report has been prepared is to provide information relating to the financial performance and financial position of the Shire that satisfies the information needs of the Council and the *Local Government Act 1995* and associated regulations.

The responsibility of the Shire

The Shire is solely responsible for the information contained in the special purpose financial report and have determined that the accounting policies used are consistent and are appropriate to satisfy the requirements of the Council and the *Local Government Act 1995* and associated regulations.

Our responsibility

On the basis of information provided by the Shire, we have compiled the accompanying special purpose financial statements in accordance with the significant accounting policies adopted as set out in Note 1 to the financial statements and APES 315: Compilation of Financial Information.

Our procedures use accounting expertise to collect, classify and summarise the financial information, which the Management provided, into a financial report. Our procedures do not include any verification or validation procedures. No audit or review has been performed and accordingly no assurance is expressed.

To the extent permitted by law, we do not accept liability for any loss or damage which any person, other than the Shire of Upper Gascoyne, may suffer arising from negligence on our part.

This report was prepared for the benefit of the Council of the Shire of Upper Gascoyne and the purpose identified above. We do not accept responsibility to any other person for the content of the report.

A handwritten signature in blue ink, appearing to read 'Bell'.

Signed at GERALDTON

RSM Australia Pty Ltd
Chartered Accountants

Date 05th December 2019

THE POWER OF BEING UNDERSTOOD
AUDIT | TAX | CONSULTING

RSM Australia Pty Ltd is a member of the RSM network and trades as RSM. RSM is the trading name used by the members of the RSM network. Each member of the RSM network is an independent accounting and consulting firm which practices in its own right. The RSM network is not itself a separate legal entity in any jurisdiction.

RSM Australia Pty Ltd ACN 009 321 377 atf Birdanco Practice Trust ABN 65 319 382 479 trading as RSM

Liability limited by a scheme approved under Professional Standards Legislation

SHIRE OF UPPER GASCOYNE
MONTHLY FINANCIAL REPORT
For the Period Ending 30 November 2019
EXECUTIVE SUMMARY

Report Purpose

This report is prepared to meet the requirements of *Local Government (Financial Management) Regulations 1996, Regulation 34*.

Overview

Summary reports and graphical progressive graphs are provided on pages 2 - 3. Data is displayed as Year to Date (YTD) where applicable.

Statement of Financial Activity by Reporting Program

Is presented on page 4 and shows a surplus as at 30 November 2019 of \$4,628,227.

Items of Significance

The material variance adopted by the Shire of Upper Gascoyne for the 2019/20 year is \$25,000 or 10%, whichever is greater. The following selected items have been highlighted due to the amount of the variance to the budget or due to the nature of the revenue/expenditure. The remaining items considered to be of material variance are disclosed in Note 2.

Significant Revenue and Expenditure

| | Collected / Completed % | Annual Budget \$ | YTD Budget \$ | YTD Actual \$ |
|---|-------------------------------|---------------------|------------------|------------------|
| Significant Projects | | | | |
| Carnarvon Mullewa / Bitumin / Reconstruction | 97% | 943,684 | 501,298 | 914,138 |
| Indigenous Access Roads Landor / Mt Augustus | 0% | 450,000 | - | - |
| R2R Ullawarra Construction | 0% | 470,455 | - | - |
| Flood Damage Reconstruction | 15% | 21,628,217 | 7,209,400 | 3,342,011 |
| | 18% | 23,492,356 | 7,710,698 | 4,256,149 |
| Grants, Subsidies and Contributions | | | | |
| Operating Grants, Subsidies and Contributions | 33% | 23,276,153 | 9,995,549 | 7,629,842 |
| Non-operating Grants, Subsidies and Contributions | 70% | 1,719,575 | 610,562 | 1,196,394 |
| | 35% | 24,995,728 | 10,606,111 | 8,826,236 |
| Rates Levied | 112% | 346,852 | 366,451 | 387,150 |

% - Compares current YTD actuals to the Annual Budget

Financial Position

| Account | Collected / Completed % | Prior Year 30 Nov 18 \$ | Current Year 30 Nov 19 \$ |
|------------------------------------|-------------------------------|-------------------------------|---------------------------------|
| Adjusted Net Current Assets | 1,204% | 384,463 | 4,628,227 |
| Cash and Equivalent - Unrestricted | 248% | 1,720,393 | 4,263,078 |
| Cash and Equivalent - Restricted | 104% | 1,356,369 | 1,406,906 |
| Receivables - Rates | 274% | 87,865 | 240,585 |
| Receivables - Other | 59% | 350,000 | 207,788 |
| Payables | 11% | 1,960,215 | 214,872 |

% - Compares current YTD actuals to prior year actuals

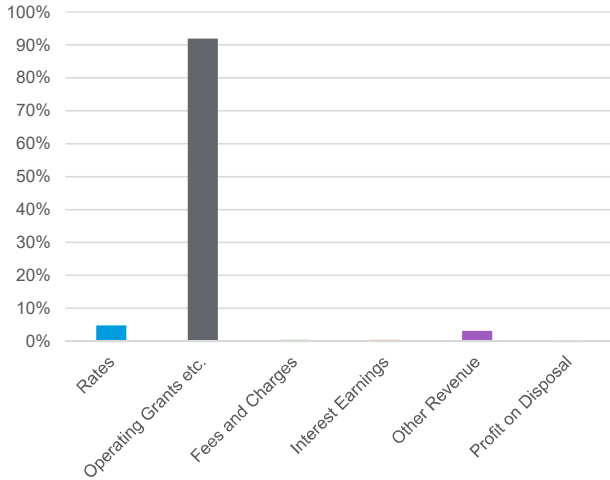
Note: The statements and accompanying notes are prepared based on all transactions recorded at the time of preparation and may vary due to transactions being processed for the reporting period after the date of preparation.

Preparation

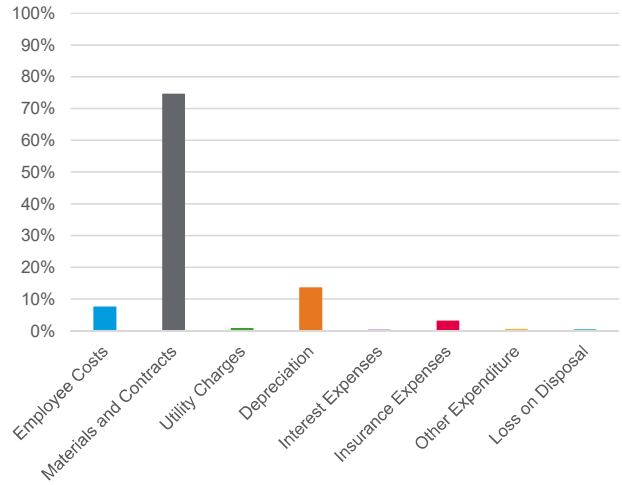
Prepared by: Glenn Boyes
Reviewed by: Travis Bate
Date prepared: 05 Dec 19

SHIRE OF UPPER GASCOYNE
MONTHLY FINANCIAL REPORT
 For the Period Ending 30 November 2019
SUMMARY GRAPHS

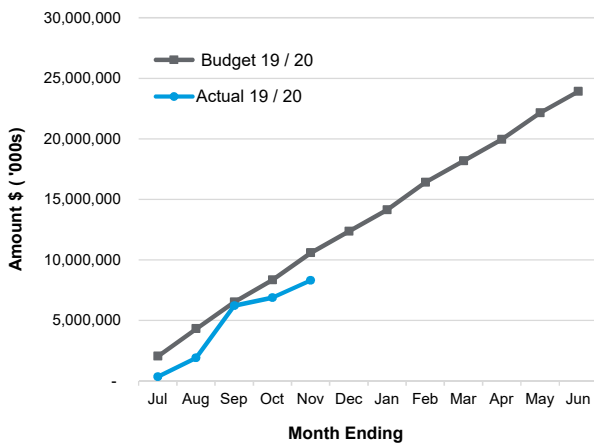
Operating Income



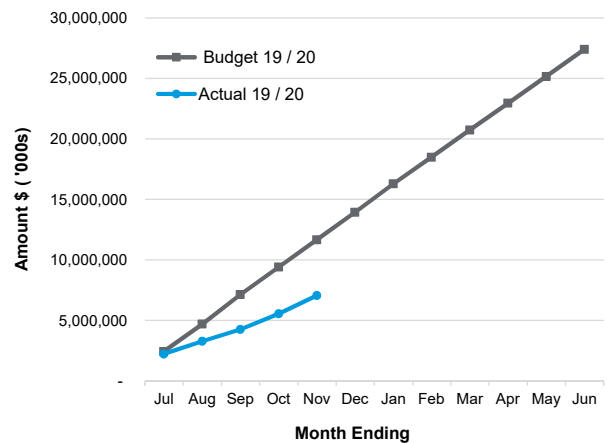
Operating Expenditure



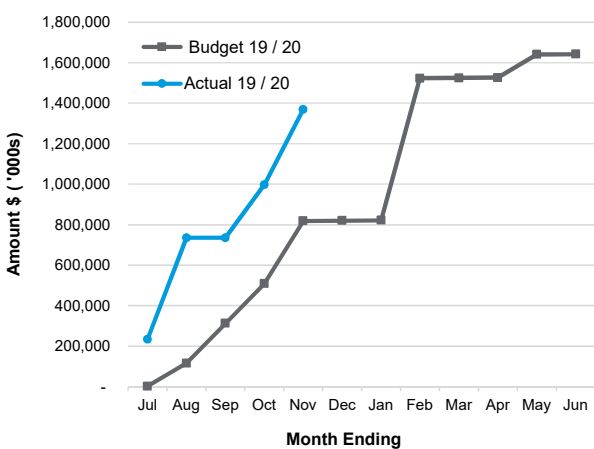
Budget Operating Revenues -v- Actual (Refer Note 2)



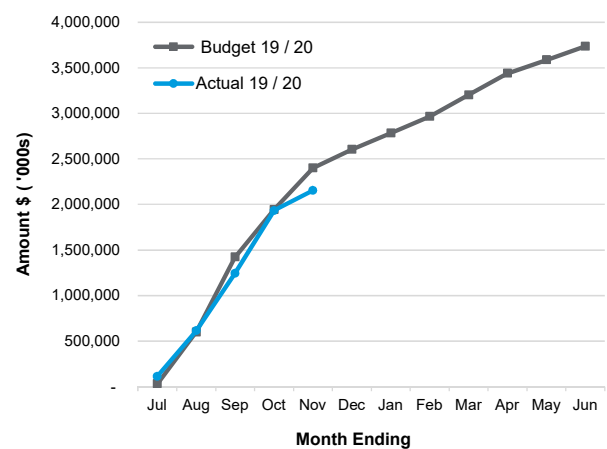
Budget Operating Expenses -v- Actual (Refer Note 2)



Budget Capital Revenues -v- Actual (Refer Note 2)



Budget Capital Expenses -v- Actual (Refer Note 2)



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

SHIRE OF UPPER GASCOYNE
STATEMENT OF COMPREHENSIVE INCOME
For the Period Ending 30 November 2019
NATURE OR TYPE

| | Note | Annual Budget \$ | YTD Budget (a) \$ | YTD Actual (b) \$ | Var* (b) - (a) \$ | Var* (b) - (a) / (a) % | Var |
|--|-------|---------------------|-------------------------|-------------------------|-------------------------|------------------------------|-----|
| Opening Funding Surplus / (Deficit) | 3 | 3,001,557 | 3,001,557 | 2,983,680 | | | |
| Revenue from Operating Activities | | | | | | | |
| Rates | 10 | 346,852 | 366,451 | 387,150 | 20,699 | 5.65% | |
| Operating Grants, Subsidies and Contributions | 12(a) | 23,276,153 | 9,995,549 | 7,629,842 | (2,365,707) | (23.67%) | ▼ |
| Fees and Charges | | 31,547 | 17,896 | 16,571 | (1,325) | (7.41%) | |
| Interest Earnings | | 30,304 | 12,939 | 22,326 | 9,387 | 72.55% | |
| Other Revenue | | 194,489 | 148,600 | 247,097 | 98,497 | 66.28% | ▲ |
| Profit on Disposal of Assets | 8 | 46,940 | 46,938 | 12,860 | (34,078) | (72.60%) | ▼ |
| | | 23,926,285 | 10,588,373 | 8,315,845 | | | |
| Expenditure from Operating Activities | | | | | | | |
| Employee Costs | | (1,221,296) | (460,750) | (526,281) | (65,531) | (14.22%) | ▼ |
| Materials and Contracts | | (23,276,015) | (9,869,322) | (5,277,561) | 4,591,761 | 46.53% | ▲ |
| Utility Charges | | (142,543) | (59,300) | (50,513) | 8,787 | 14.82% | |
| Depreciation on Non-current Assets | | (2,335,130) | (974,255) | (957,531) | 16,724 | 1.72% | |
| Interest Expenses | | (121,359) | (52,208) | (13,946) | 38,262 | 73.29% | ▲ |
| Insurance Expenses | | (232,563) | (218,163) | (213,682) | 4,481 | 2.05% | |
| Other Expenditure | | (73,273) | (29,919) | (28,177) | 1,742 | 5.82% | |
| Loss on Disposal of Assets | 8 | (5,000) | (5,000) | (17,986) | (12,986) | (259.72%) | |
| | | (27,407,179) | (11,668,917) | (7,085,676) | | | |
| Excluded Non-cash Operating Activities | | | | | | | |
| Depreciation and Amortisation | | 2,335,130 | 974,255 | 957,531 | | | |
| (Profit) / Loss on Asset Disposal | | (41,940) | (41,938) | 5,126 | | | |
| Carrying Value of Land Sold | | - | - | 2,500 | | | |
| Movement in Employee Provision and Reserve | | 892 | - | 681 | | | |
| Net Amount provided from Operating Activities | | (1,186,812) | (148,227) | 2,196,007 | | | |
| Investing Activities | | | | | | | |
| Non-operating Grants, Subsidies and Contributions | 12(b) | 1,719,575 | 610,562 | 1,196,394 | 585,832 | 95.95% | ▲ |
| Proceeds from Disposal of Assets | 8 | 175,000 | 175,000 | 172,455 | (2,545) | (1.45%) | |
| Land and Buildings | 9(a) | (180,000) | (179,996) | (195,631) | (15,635) | (8.69%) | |
| Plant and Equipment | 9(b) | (736,000) | (736,000) | (743,737) | (7,737) | (1.05%) | |
| Furniture and Equipment | 9(c) | (13,639) | - | - | - | | |
| Infrastructure Assets - Roads | 9(d) | (2,222,181) | (1,400,991) | (1,202,780) | 198,212 | 14.15% | ▲ |
| Infrastructure Assets - Other | 9(e) | (677,317) | (389,380) | (9,704) | 379,676 | 97.51% | ▲ |
| Net Amount provided from Investing Activities | | (1,934,562) | (1,920,805) | (783,003) | | | |
| Financing Activities | | | | | | | |
| Proceeds from New Debentures | 11 | - | - | - | - | | |
| Transfer from Reserves | 7 | 780,000 | - | 480,000 | 480,000 | | ▲ |
| Repayment of Debentures | 11 | (73,642) | - | (36,444) | (36,444) | | ▲ |
| Transfer to Reserves | 7 | (588,114) | - | (212,012) | (212,012) | | ▲ |
| Net Amount provided from Financing Activities | | 118,244 | - | 231,544 | | | |
| Closing Funding Surplus / (Deficit) | 3 | (1,573) | 932,525 | 4,628,227 | | | |

* - Indicates a variance between YTD Budget and YTD Actual data as per the adopted materiality threshold. Note 2 provides an explanation for the relevant variances shown above.

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

SHIRE OF UPPER GASCOYNE
STATEMENT OF COMPREHENSIVE INCOME
For the Period Ending 30 November 2019
REPORTING PROGRAM

| | Note | Annual Budget \$ | YTD Budget (a) \$ | YTD Actual (b) \$ | Var* (b) - (a) \$ | Var* (b) - (a) / (a) % | Var |
|--|-------|---------------------|-------------------------|-------------------------|-------------------------|------------------------------|-----|
| Opening Funding Surplus / (Deficit) | 3 | 3,001,557 | 3,001,557 | 2,983,680 | | | |
| Revenue from Operating Activities | | | | | | | |
| Governance | | 14,639 | 415 | 69,743 | 69,328 | 16705.44% | ▲ |
| General Purpose Funding - Rates | 10 | 346,852 | 366,451 | 387,150 | 20,699 | 5.65% | |
| General Purpose Funding - Other | | 1,433,141 | 713,937 | 708,011 | (5,926) | (0.83%) | |
| Law, Order and Public Safety | | 149,538 | 78,131 | 79,094 | 963 | 1.23% | |
| Health | | 1,000 | 415 | - | (415) | (100.00%) | |
| Education and Welfare | | 119,800 | 52,875 | 67,416 | 14,541 | 27.50% | |
| Housing | | - | - | - | - | | |
| Community Amenities | | 4,400 | 4,400 | 4,200 | (200) | (4.55%) | |
| Recreation and Culture | | 15,500 | 3,955 | 3,087 | (868) | (21.96%) | |
| Transport | | 21,749,715 | 9,325,734 | 6,929,211 | (2,396,523) | (25.70%) | ▼ |
| Economic Services | | 26,700 | 11,110 | 39,568 | 28,458 | 256.14% | ▲ |
| Other Property and Services | | 65,000 | 30,950 | 28,366 | (2,584) | (8.35%) | |
| | | 23,926,285 | 10,588,373 | 8,315,845 | | | |
| Expenditure from Operating Activities | | | | | | | |
| Governance | | (539,251) | (318,822) | (229,299) | 89,523 | 28.08% | ▲ |
| General Purpose Funding | | (231,208) | (97,231) | (61,953) | 35,278 | 36.28% | ▲ |
| Law, Order and Public Safety | | (396,596) | (194,902) | (213,991) | (19,089) | (9.79%) | |
| Health | | (26,753) | (11,120) | (8,795) | 2,325 | 20.91% | |
| Education and Welfare | | (255,822) | (109,620) | (110,794) | (1,174) | (1.07%) | |
| Housing | | (396,765) | (175,772) | (163,232) | 12,540 | 7.13% | |
| Community Amenities | | (134,602) | (56,305) | (45,436) | 10,869 | 19.30% | |
| Recreation and Culture | | (253,443) | (109,243) | (114,913) | (5,670) | (5.19%) | |
| Transport | | (24,762,858) | (10,513,442) | (6,003,729) | 4,509,713 | 42.89% | ▲ |
| Economic Services | | (363,038) | (151,235) | (147,823) | 3,412 | 2.26% | |
| Other Property and Services | | (46,843) | 68,775 | 14,290 | (54,485) | 79.22% | ▲ |
| | | (27,407,179) | (11,668,917) | (7,085,676) | | | |
| Excluded Non-cash Operating Activities | | | | | | | |
| Depreciation and Amortisation | | 2,335,130 | 974,255 | 957,531 | | | |
| (Profit) / Loss on Asset Disposal | 8 | (41,940) | (41,938) | 5,126 | | | |
| Carrying Value of Land Sold | | - | - | 2,500 | | | |
| Movement in Non-current Leave Provisions | | 892 | - | 681 | | | |
| Net Amount provided from Operating Activities | | (1,186,812) | (148,227) | 2,196,007 | | | |
| Investing Activities | | | | | | | |
| Non-operating Grants, Subsidies and Contributions | 12(b) | 1,719,575 | 610,562 | 1,196,394 | 585,832 | 95.95% | ▲ |
| Proceeds from Disposal of Assets | 8 | 175,000 | 175,000 | 172,455 | (2,545) | (1.45%) | |
| Land and Buildings | 9(a) | (180,000) | (179,996) | (195,631) | (15,635) | (8.69%) | |
| Plant and Equipment | 9(b) | (736,000) | (736,000) | (743,737) | (7,737) | (1.05%) | |
| Furniture and Equipment | 9(c) | (13,639) | - | - | - | | |
| Infrastructure Assets - Roads | 9(d) | (2,222,181) | (1,400,991) | (1,202,780) | 198,212 | 14.15% | ▲ |
| Infrastructure Assets - Other | 9(e) | (677,317) | (389,380) | (9,704) | 379,676 | 97.51% | ▲ |
| Net Amount provided from Investing Activities | | (1,934,562) | (1,920,805) | (783,003) | | | |
| Financing Activities | | | | | | | |
| Proceeds from New Debentures | 11 | - | - | - | - | | |
| Transfer from Reserves | 7 | 780,000 | - | 480,000 | 480,000 | | ▲ |
| Repayment of Debentures | 11 | (73,642) | - | (36,444) | (36,444) | | ▲ |
| Transfer to Reserves | 7 | (588,114) | - | (212,012) | (212,012) | | ▲ |
| Net Amount provided from Financing Activities | | 118,244 | - | 231,544 | | | |
| Closing Funding Surplus / (Deficit) | 3 | (1,573) | 932,525 | 4,628,227 | | | |

* - Indicates a variance between YTD Budget and YTD Actual data as per the adopted materiality threshold. Note 2 provides an explanation for the relevant variances shown above.

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

SHIRE OF UPPER GASCOYNE
STATEMENT OF CAPITAL ACQUISITIONS AND FUNDING
For the Period Ending 30 November 2019
CAPITAL ACQUISITIONS AND FUNDING

| Asset Group | Note | Annual Budget (d) \$ | YTD Actual New / Upgrade (a) \$ | YTD Actual Renewal (b) \$ | YTD Actual Total (c) = (a) + (b) \$ | Variance (d) - (c) \$ |
|---|------|----------------------------|--|------------------------------------|--|-----------------------------|
| Land and Buildings | 9(a) | 180,000 | 195,631 | - | 195,631 | 15,631 |
| Plant and Equipment | 9(b) | 736,000 | - | 743,737 | 743,737 | 7,737 |
| Furniture and Equipment | 9(c) | 13,639 | - | - | - | (13,639) |
| Infrastructure Assets - Roads | 9(d) | 2,222,181 | - | 1,202,780 | 1,202,780 | (1,019,402) |
| Infrastructure Assets - Other | 9(e) | 677,317 | 9,704 | - | 9,704 | (667,613) |
| Total Capital Expenditure | | 3,829,137 | 205,335 | 1,946,517 | 2,151,852 | (1,677,286) |
| Capital Acquisitions Funded by: | | | | | | |
| Capital Grants and Contributions | | 1,719,575 | | | 1,196,394 | |
| Borrowings | | - | | | - | |
| Other (Disposals and C/Fwd) | | 225,000 | | | (5,126) | |
| Council Contribution - From Reserves | | 480,000 | | | 480,000 | |
| Council Contribution - Operations | | 1,404,562 | | | 480,584 | |
| Total Capital Acquisitions Funding | | 3,829,137 | | | 2,151,852 | |

SHIRE OF UPPER GASCOYNE
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ending 30 November 2019

1. SIGNIFICANT ACCOUNTING POLICIES

(a) Basis of Accounting

This statement comprises a special purpose financial report which has been prepared in accordance with Australian Accounting Standards (as they apply to local governments and not-for-profit entities), Australian Accounting Interpretations, other authoritative pronouncements of the Australian Accounting Standards Board, the *Local Government Act 1995* and accompanying regulations. Material accounting policies which have been adopted in the preparation of this statement are presented below and have been consistently applied unless stated otherwise. Except for cash flow and rate setting information, the report has also 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.

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 that are believed to be reasonable under the circumstances; the results of which form the basis of making the judgements about carrying values of assets and liabilities that are not readily apparent from other sources. Actual results may differ from these estimates.

(b) The Local Government Reporting Entity

All Funds through which the Council controls resources to carry on its functions have been included in this statement. In the process of reporting on the local government as a single unit, all transactions and balances between those funds (for example, loans and transfers between Funds) have been eliminated. All monies held in the Trust Fund are excluded from the statement, but a separate statement of those monies appears at Note 5.

(c) Rounding Off Figures

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

(d) Rates, Grants, Donations and Other Contributions

Rates, grants, donations and other contributions are recognised as revenues when the local government obtains control over the assets comprising the contributions. Control over assets acquired from rates is obtained at the commencement of the rating period or, where earlier, upon receipt of the rates.

(e) Goods and Services Tax (GST)

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.

(f) Cash and Cash Equivalents

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

(g) Trade and Other Receivables

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

Receivables expected to be collected within 12 months of the end of the reporting period are classified as current assets. All other receivables are classified as non-current assets. Collectability of trade and other receivables is reviewed on an ongoing basis. Debts that are known to be uncollectible are written off when identified. An allowance for doubtful debts is raised when there is objective evidence that they will not be collectible.

(h) Inventories

General

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

Land Held for Resale

Land held for development and sale is valued at the lower of cost and net realisable value. Cost includes the cost of acquisition, development, borrowing costs and holding costs until completion of development. Finance costs and holding charges incurred after development is completed are expensed. Gains and losses are recognised in profit or loss at the time of signing an unconditional contract of sale if significant risks and rewards, and effective control over the land, are passed on to the buyer at this point. Land held for sale is classified as current except where it is held as non-current based on Council's intentions to release for sale.

SHIRE OF UPPER GASCOYNE
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ending 30 November 2019

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(i) Fixed Assets

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

(j) Depreciation of Non-Current Assets

All non-current assets having a limited useful life are systematically depreciated over their useful lives in a manner which reflects the consumption of the future economic benefits embodied in those assets.

Depreciation is recognised on a straight-line basis, using rates which are reviewed each reporting period. Major depreciation rates and periods are:

| Asset | Years |
|--|-----------------|
| Buildings | 30 to 50 years |
| Furniture and Equipment | 4 to 10 years |
| Plant and Equipment | 5 to 15 years |
| Sealed roads and streets | |
| formation | not depreciated |
| pavement | 50 years |
| seal | |
| bituminous seals | 20 years |
| asphalt surfaces | 25 years |
| Gravel Roads | |
| formation | not depreciated |
| pavement | 50 years |
| gravel sheet | 12 years |
| Formed roads | |
| formation | not depreciated |
| pavement | 50 years |
| Killili Bridge | 100 years |
| Footpaths - slab | 20 years |
| Sewerage Piping | 100 years |
| Water Supply Piping and Drainage Systems | 75 years |

(k) Trade and Other Payables

Trade and other payables represent liabilities for goods and services provided to the Council prior to the end of the financial year that are unpaid and arise when the Council 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.

(l) Employee Benefits

The provisions for employee benefits relates to amounts expected to be paid for long service leave, annual leave, wages and salaries and are calculated as follows:

(i) Wages, Salaries, Annual Leave and Long Service Leave (Short-term Benefits)

The provision for employees' benefits to wages, salaries, annual leave and long service leave expected to be settled within 12 months represents the amount the Shire has a present obligation to pay resulting from employees services provided to balance date. The provision has been calculated at nominal amounts based on remuneration rates the Shire expects to pay and includes related on-costs.

(ii) Annual Leave and Long Service Leave (Long-term Benefits)

The liability for long service leave is recognised in the provision for employee benefits and measured as the present value of expected future payments to be made in respect of services provided by employees up to the reporting date using the project unit credit method. Consideration is given to expected future wage and salary levels, experience of employee departures and periods of service. Expected future payments are discounted using market yields at the reporting date on national government bonds with terms to maturity and currency that match as closely as possible, the estimated future cash outflows. Where the Shire does not have the unconditional right to defer settlement beyond 12 months, the liability is recognised as a current liability.

(m) Interest-bearing Loans and Borrowings

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

Borrowings are classified as current liabilities unless the Council has an unconditional right to defer settlement of the liability for at least 12 months after the balance sheet date.

SHIRE OF UPPER GASCOYNE
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ending 30 November 2019

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

Borrowing Costs

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.

(n) Provisions

Provisions are recognised when: The council has a present legal or constructive obligation as a result of past events; it is more likely than not that an outflow of resources will be required to settle the obligation; and the amount has been reliably estimated. Provisions are not recognised for future operating losses. Where there are a number of similar obligations, the likelihood that an outflow will be required in settlement is determined by considering the class of obligations as a whole. A provision is recognised even if the likelihood of an outflow with respect to any one of item included in the same class of obligations may be small.

(o) 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. The asset or liability is classified as current if it is expected to be settled within the next 12 months, being the Council's operational cycle. In the case of liabilities where Council does not have the unconditional right to defer settlement beyond 12 months, such as vested long service leave, the liability is classified as current even if not expected to be settled within the next 12 months. Inventories held for trading are classified as current even if not expected to be realised in the next 12 months except for land held for resale where it is held as non current based on Council's intentions to release for sale.

(p) Nature or Type Classifications

Rates

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

Operating Grants, Subsidies and Contributions

Refer 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 non-current assets paid to a local government, irrespective of whether these amounts are received as capital grants, subsidies, contributions or donations.

Profit on Asset Disposal

Profit on the disposal of assets including gains on the disposal of long term investments. Losses are disclosed under the expenditure classifications.

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.

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 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.

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 etc.

Employee Costs

All costs associate 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, consultancy, maintenance agreements, communication expenses, advertising expenses, membership, periodicals, publications, hire expenses, rental, leases, postage and freight etc. Local governments may wish to disclose more detail such as contract services, consultancy, information technology, rental or lease expenditures.

SHIRE OF UPPER GASCOYNE
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ending 30 November 2019

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

Utilities (Gas, Electricity, Water, etc.)

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

Loss on the disposal of fixed assets.

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, provision for bad debts, member's fees or State taxes. Donations and subsidies made to community groups.

(q) Program Classifications (Function / Activity)

Council operations as disclosed in these financial statements encompass the following service orientated activities/programs.

GOVERNANCE

Members expenses or "Governance Costs" are an additional cost burden of local government which are not incurred by other organisations. In addition there are some administrative costs relating to tasks to assist Councillors and, in a general sense, ratepayers.

GENERAL PURPOSE FUNDING

Includes revenue from the raising of rates and from Government Financial Assistance Grants.

LAW, ORDER, PUBLIC SAFETY

Supervision of various local laws, fire prevention and animal control including Dogging.

HEALTH

Monitoring and control of health standards within the community.

EDUCATION AND WELFARE

Includes operations of the Community Resource Centre and the Pavilion.

HOUSING

Maintenance of staff accommodation.

COMMUNITY AMENITIES

Rubbish collection services, operation of tip, noise control, administration of the town planning scheme.

RECREATION AND CULTURE

Maintenance of a hall, recreation centre, oval, various reserves, parks and gardens and operation of a Council library. Includes operations of the Tourism Precinct.

TRANSPORT

Construction and maintenance of roads, drainage works, footpaths, parking facilities and traffic signs. Maintenance of an aerodrome and cleaning of streets.

ECONOMIC SERVICES

Tourism, pest control services and implementation of building controls.

OTHER PROPERTY AND SERVICES

Collation of Works employment and Plant Operation Expenses for reallocation to specific projects.

SHIRE OF UPPER GASCOYNE
 NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
 For the Period Ending 30 November 2019

2. EXPLANATION OF MATERIAL VARIANCES

(a) Operating Revenues / Sources

| | 30 Nov 19 | | Budget to Actual YTD % | Budget to Actual YTD \$ Favourable / (Unfavourable) | Components of Variance \$ | Explanation |
|---------------------------------|------------------|-------------------|------------------------------|--|--|--|
| | YTD Actual \$ | YTD Budget \$ | | | | |
| General Purpose Funding | 1,095,161 | 1,080,388 | 1% | 14,773 | 19,824 2,585 5,452 (14,129) 1,041 | Rates income tracking ahead of budget due to additional mining tenements Additional instalment option selected by rate holders results in an increase in instalment interest Timing - Interest on reserve account received (term deposits) FAGS general less than budgeted. Minor variances |
| Governance | 69,743 | 415 | 16705% | 69,328 | 4,653 64,674 - | Sundry income admin tracking ahead of budget (credit note from LGIS) Insurance reimbursements (CEO Salary continuance, claims on damaged property) No comment |
| Law, Order, Public Safety | 79,094 | 78,131 | 1% | 963 | 963 | Minor variances |
| Health | - | 415 | (100%) | (415) | (415) | Minor variances |
| Education and Welfare | 67,416 | 52,875 | 28% | 14,541 | 6,945 8,000 (404) | Timing difference and additional income generated from donations Timing difference CRC Operating Grant Minor items |
| Housing | - | - | 0% | - | - | No comment |
| Community Amenities | 4,200 | 4,400 | (5%) | (200) | (200) | Minor variances |
| Recreation and Culture | 3,087 | 3,955 | (22%) | (868) | (1,063) 195 | Timing difference, oval income due to be raised at the end of this quarter Minor variances |
| Transport | 6,929,211 | 9,325,734 | (26%) | (2,396,523) | (2,353,186) (11,167) 6,652 (6,530) (34,078) 1,786 | WANDRAA timing differences with works delayed and income received (20% advances AGRN821 and AGRN863) Hastings reimbursements Additional income from Shire of Ashburton for grading their portion of Ullawarra FAGS road income tracking under budget Profit on plant sales under budget Minor variances |
| Economic Services | 39,568 | 11,110 | 256% | 28,458 | 27,310 1,148 | Provision of Tourist Park write offs not raised Minor variances |
| Other Property and Services | 28,366 | 30,950 | (8%) | (2,584) | (2,809) 225 | Timing issue fuel tax credits not processed before report cut-off Minor variances |
| Revenues / Sources Total | 8,315,845 | 10,588,373 | (21%) | (2,272,528) | | |

SHIRE OF UPPER GASCOYNE
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ending 30 November 2019

2. EXPLANATION OF MATERIAL VARIANCES (Continued)
(b) (Expenses) / (Applications)

| | 30 Nov 19 | | Budget to Actual YTD % | Budget to Actual YTD \$ | Components of Variance \$ | Explanation |
|---------------------------|------------------|------------------|------------------------------|-------------------------------|--|--|
| | YTD Actual \$ | YTD Budget \$ | | | | |
| General Purpose Funding | (61,953) | (97,231) | 36% | 35,278 | 5,353 19,061 15,850 (5,901) 914 | Debt collection tracking under budget - with actions to be commenced Interest on overdraft tracking under budget due advanced payment WANDRRA and FAGS EOY accrual adjustment on WATC debentures Admin overheads/Rates tracking over budget Minor variances |
| Governance | (229,299) | (318,822) | 28% | 89,523 | (57,777) (5,578) (4,114) 12,008 36,325 12,800 53,105 2,984 (4,156) 5,315 1,376 20,000 11,000 5,275 959 | Wages/Leave Pay/Allowances: Admin over budget due to paying two CEO wages - additional cost is offset by income from salary continuance insurance Computer system operating costs tracking over budget due to additional equipment and program purchases Staff recruitment and resignation costs tracking over budget due to staff movement Insurance admin - under budget Audit costs invoice not yet received Consultants Admin - tracking under budget Admin costs redistributed (Overheads) Staff training tracking under budget Sundry costs council members timing difference - budgeted cost of OAM function spread throughout the financial year Insurance costs council members under budget Council payments tracking under budget Timing difference due to desktop review of integrated planning documents - not yet commenced Election costs still to be invoiced Council conference costs tracking under budget Minor variances |
| Law, Order, Public Safety | (213,991) | (194,902) | (10%) | (19,089) | (23,187) 3,634 2,912 (2,950) 502 | Timing difference - dogging expenses tracking over budget (racks and days worked) Emergency Management wage costs tracking under budget Wild pig tracking under budget Admin Overheads: Law/Order/Public Safety Minor variances |
| Health | (8,795) | (11,120) | 21% | 2,325 | 2,461 (136) | Community Medical Expenses tracking under budget - reduction in residents requiring at home help Minor variances |
| Education and Welfare | (110,794) | (109,620) | (1%) | (1,174) | 2,641 1,511 (4,530) (797) | CRC Printing and consumables tracking under budget Christmas function expenses tracking under budget CRC Community Events Shire Labour - increase in events held this financial period Minor variances |
| Housing | (163,232) | (175,772) | 7% | 12,540 | 13,410 (871) | Staff housing repairs and maintenance tracking under budget Minor variances |

SHIRE OF UPPER GASCOYNE
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ending 30 November 2019

2. EXPLANATION OF MATERIAL VARIANCES (Continued)
(b) (Expenses) / (Applications)

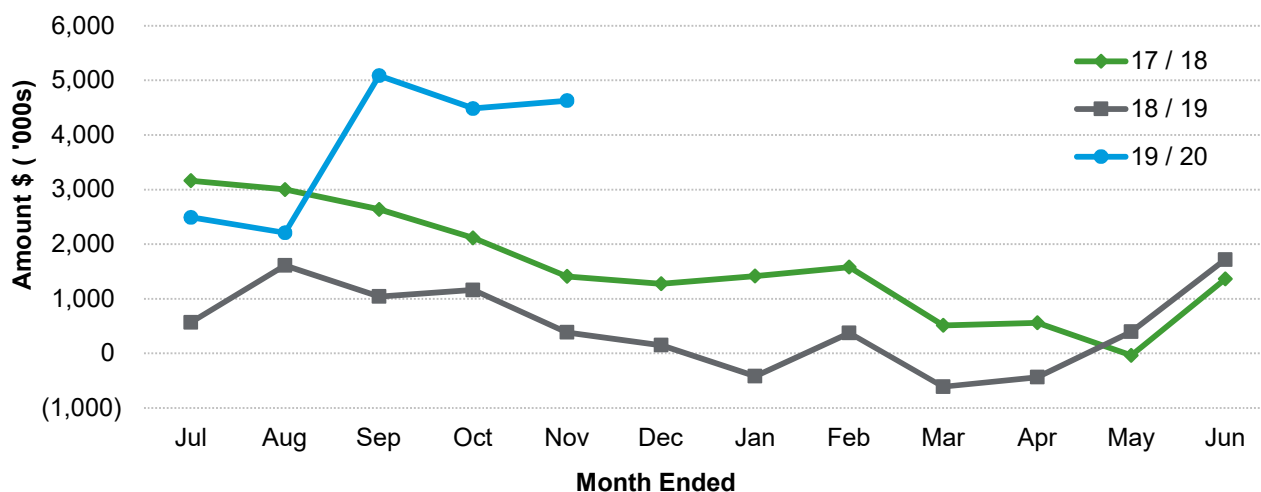
| | 30 Nov 19 YTD Actual \$ | YTD Budget \$ | Budget to Actual YTD % | Budget to Actual YTD \$ | Components of Variance \$ | Explanation |
|--------------------------------------|-------------------------------|---------------------|------------------------------|-------------------------------|--|--|
| | | | | | Favourable / (Unfavourable) | |
| Community Amenities | (45,436) | (56,305) | 19% | 10,869 | 10,192 (2,950) 2,075 2,080 (527) | Public toilet operating costs tracking under budget - renovations not yet started Admin Overheads: Community amenities tracking over budget Sewerage septic/pump outs not yet completed Tree lopping not yet completed Minor variances |
| Recreation & Culture | (114,913) | (109,243) | (5%) | (5,670) | 2,635 (5,901) 1,824 (2,305) (3,836) 1,177 736 | Parks and Garden equipment maintenance tracking under budget Admin Overheads: Recreation & Culture tracking over budget Oval maintenance tracking under budget Depreciation tourism precinct - tracking over budget to be reviewed Depreciation Recreation & Sport - tracking over budget to be reviewed Parks and Gardens maintenance tracking under budget Minor variances |
| Transport | (6,003,729) | (10,513,442) | 43% | 4,509,713 | 4,552,602 (18,842) (2,646) (19,591) (1,585) (224) | WANDRRA tracking under budget due to timing of works Country Road maintenance tracking over budget Depot Operating costs tracking over budget Street Maintenance costs timing issue - works completed at beginning of year Costs for water bores timing issues - work completed at beginning of year Minor variances |
| Economic Services | (147,823) | (151,235) | 2% | 3,412 | 2,858 5,982 4,165 5,981 (13,717) 3,592 (3,793) (2,629) 972 | Cost of Sales for Horizon Power less than budgeted Tourism promotion costs tracking under budget Kennedy Range Loop Tourist Trail tracking under budget GJ/Meekatharra Seal studies tracking under budget Tourism Precinct Insurance expenses timing issues - invoices issued twice yearly, and outgoings raised monthly Tourism Precinct repairs and maintenance tracking under budget Tourism Precinct Depreciation Sale of land tracking - timing issue Minor variances |
| Other Property and Services | 14,290 | 68,775 | 79% | (54,485) | (21,834) (14,415) (51,447) (4,279) 26,811 6,573 5,735 2,694 (4,794) 472 | Leave pay/allowances for works staff - timing difference as leave budgeted in December/January Tyres and tubes tracking over budget Allocated plant operating costs tracking over budget Fuel & Oil tracking over budget Plant parts and repairs tracking under budget Wages plant and repair tracking under budget Parts/Ground engaging tools tracking under budget Insurance for plant operation tracking under budget Camp costs for works staff tracking over budget Minor variances |
| Expenses / Applications Total | (7,085,676) | (11,668,917) | 39% | 4,583,241 | | |

SHIRE OF UPPER GASCOYNE
 NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
 For the Period Ending 30 November 2019

3. NET CURRENT FUNDING POSITION

| | Note | Current Month 30 Nov 19 \$ | Prior Year Closing 30 Jun 19 \$ | This Time Last Year 30 Nov 18 \$ |
|---|------|----------------------------------|--|---|
| Current Assets | | | | |
| Cash Unrestricted | 4 | 1,670,386 | 1,585,457 | 1,720,393 |
| Cash Restricted | 4 | 1,406,906 | 1,674,894 | 1,356,369 |
| Receivables - Rates | 6(a) | 240,585 | 48,059 | 87,865 |
| Receivables - Other | 6(b) | 207,788 | 191,916 | 350,000 |
| Interest / ATO Receivable | | 127,464 | 529 | 204,542 |
| Provision for Doubtful Debts | | (73,007) | (73,007) | (59,282) |
| Accrued Income | | - | 2,018,205 | - |
| Inventories | | 145,151 | 144,245 | 101,428 |
| Total Current Assets | | 3,725,273 | 5,590,298 | 3,761,315 |
| Current Liabilities | | | | |
| Sundry Creditors | | (81,783) | (126,948) | (134,774) |
| Rates Received in Advance | | (613) | (2,840) | - |
| Deposits and Bonds | | (57,949) | (65,928) | (20,089) |
| GST Payable | | (5,372) | - | (11,218) |
| PAYG Withholding Tax | | (30,398) | - | (25,518) |
| Loan Liability | 11 | (37,198) | (73,642) | (35,706) |
| Accrued Expenses | | - | (614,302) | - |
| Accrued Salaries and Wages | | (1,559) | (13,368) | (15,234) |
| Overdraft | 4 | 2,592,692 | - | (1,717,676) |
| Total Payables | | 2,377,821 | (897,027) | (1,960,215) |
| Provisions | | (187,367) | (187,367) | (171,861) |
| Total Current Liabilities | | 2,190,454 | (1,084,394) | (2,132,075) |
| Less: Cash Reserves | 7 | (1,406,906) | (1,674,894) | (1,356,369) |
| Less: Land Held for Resale | | (7,500) | (10,000) | (12,000) |
| Add: Loan Principal (Current) | 11 | 37,198 | 73,642 | 35,706 |
| Add: Cash Backed Current Leave Reserve | 7 | 89,709 | 89,028 | 87,886 |
| Net Funding Position - Surplus / (Deficit) | | 4,628,227 | 2,983,680 | 384,463 |

Liquidity over the Year



SHIRE OF UPPER GASCOYNE
 NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
 For the Period Ending 30 November 2019

4. CASH AND EQUIVALENTS

| | Unrestricted | Restricted | Trust | Total | Institution | Interest | Maturity |
|-----------------------------------|------------------|------------------|----------|------------------|-------------|----------|-----------|
| | \$ | \$ | \$ | Amount | | Rate | Date |
| | | | | \$ | | % | |
| (a) Cash Deposits | | | | | | | |
| Cash on Hand | 900 | | | 900 | N/A | 0.00 | N/A |
| Municipal Fund | 95,185 | | | 95,185 | CBA | 0.00 | N/A |
| Online Saver | 1,574,301 | | | 1,574,301 | CBA | 0.60 | N/A |
| SUG Reserve Account (At Call) | | 757,266 | | 757,266 | CBA | 0.65 | N/A |
| SUG Trust Fund | | | - | - | CBA | 0.00 | N/A |
| WANDRRA Overdraft | 2,592,692 | | | 2,592,692 | CBA | 0.00 | N/A |
| (b) Term Deposits | | | | | | | |
| Fixed Term Deposit | | 649,640 | | 649,640 | CBA | 1.05 | 04-Dec-19 |
| Total Cash and Equivalents | 4,263,078 | 1,406,906 | - | 5,669,985 | | | |

Comments / Notes

5. TRUST FUND

Funds held at balance date over which the Shire has no control, and which are not included in this statement, are as follows:

| Description | Opening Balance 01 Jul 19 | Amount Received | Amount Paid | Closing Balance 30 Nov 19 |
|-----------------------------|---------------------------------|--------------------|----------------|---------------------------------|
| | \$ | \$ | \$ | \$ |
| | - | - | - | - |
| Total Funds in Trust | - | - | - | - |

Comments / Notes

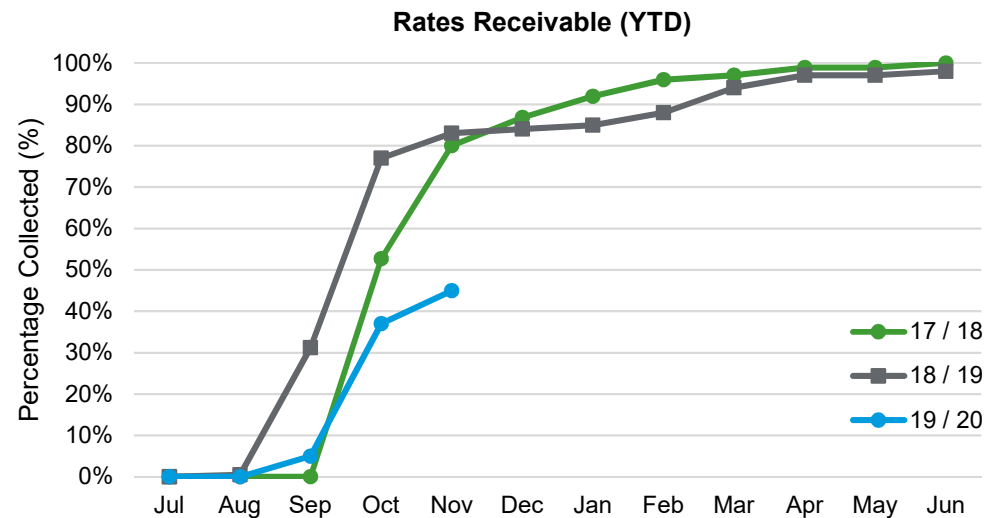
No Funds held in Trust at Reporting Date

SHIRE OF UPPER GASCOYNE
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ending 30 November 2019

6. RECEIVABLES

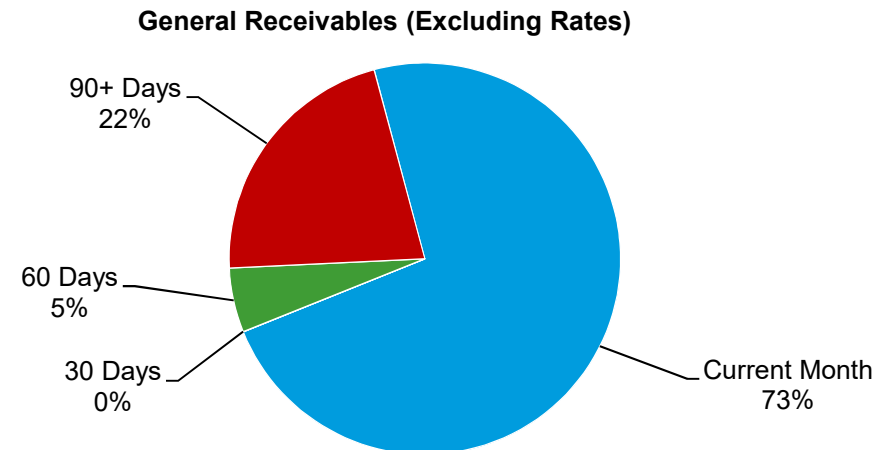
(a) Rates Receivable

| | |
|---|------------------|
| | 30 Nov 19 |
| | \$ |
| Rates Receivables | 240,585 |
| Rates Received in Advance | (613) |
| Total Rates Receivable Outstanding | 239,971 |
| | |
| Closing Balances - Prior Year | 48,059 |
| Rates Levied this Year | 387,150 |
| Closing Balances - Current Month | (240,585) |
| Total Rates Collected to Date | 194,624 |
| <i>Percentage Collected</i> | <i>45%</i> |



(b) General Receivables

| | |
|--|------------------|
| | 30 Nov 19 |
| | \$ |
| Current Month | 151,864 |
| 30 Days | - |
| 60 Days | 11,054 |
| 90+ Days | 44,870 |
| Total General Receivables Outstanding | 207,788 |



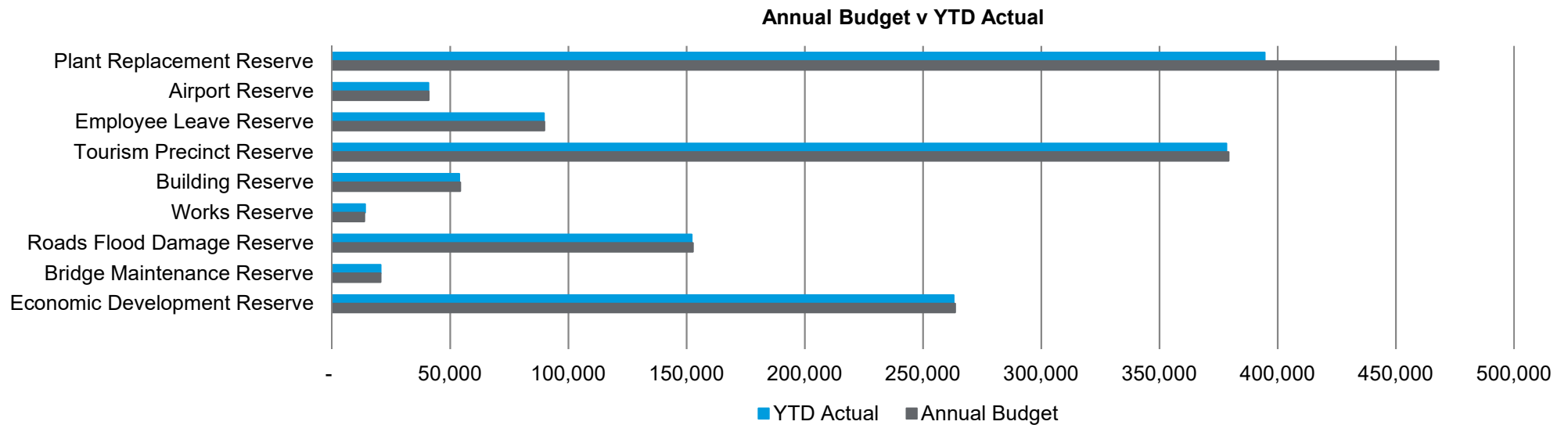
Comments / Notes

Amounts shown above include GST (where applicable)

SHIRE OF UPPER GASCOYNE
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ending 30 November 2019

7. CASH BACKED RESERVES

| Reserve Name | Annual Budget | | | | YTD Actual | | | | |
|-----------------------------------|----------------------------|-------------------------|----------------------------|----------------------|----------------------------|-------------------------|----------------------------|----------------------|----------------------|
| | Balance 01 Jul 19 \$ | Transfers from \$ | Interest Received \$ | Transfer to \$ | Balance 30 Jun 20 \$ | Transfers from \$ | Interest Received \$ | Transfer to \$ | Balance 30 Nov 19 |
| Plant Replacement Reserve | 744,656 | (480,000) | 6,051 | 197,360 | 468,067 | (480,000) | 4,841 | 125,000 | 394,497 |
| Airport Reserve | 40,539 | - | 408 | - | 40,947 | - | 310 | - | 40,849 |
| Employee Leave Reserve | 89,028 | - | 892 | - | 89,920 | - | 681 | - | 89,709 |
| Tourism Precinct Reserve | 375,475 | (300,000) | 3,765 | 300,000 | 379,240 | - | 2,872 | - | 378,347 |
| Building Reserve | 53,705 | - | 540 | - | 54,245 | - | 105 | - | 53,810 |
| Works Reserve | 13,598 | - | 136 | - | 13,734 | - | 410 | - | 14,008 |
| Roads Flood Damage Reserve | 76,545 | - | 1,141 | 75,000 | 152,686 | - | 641 | 75,000 | 152,186 |
| Bridge Maintenance Reserve | 20,412 | - | 204 | - | 20,616 | - | 156 | - | 20,568 |
| Economic Development Reserve | 260,936 | - | 2,617 | - | 263,553 | - | 1,996 | - | 262,932 |
| Total Cash Backed Reserves | 1,674,894 | (780,000) | 15,754 | 572,360 | 1,483,008 | (480,000) | 12,012 | 200,000 | 1,406,906 |



SHIRE OF UPPER GASCOYNE
 NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
 For the Period Ending 30 November 2019

8. DISPOSAL OF ASSETS

| | Annual Budget | | | | YTD Actual | | | |
|---------------------------------------|----------------|----------------|---------------|----------------|----------------|----------------|---------------|-----------------|
| | WDV \$ | Proceeds \$ | Profit \$ | (Loss) \$ | WDV \$ | Proceeds \$ | Profit \$ | (Loss) \$ |
| Transport | | | | | | | | |
| Plant and Equipment | | | | | | | | |
| CAT140M Grader | 96,618 | 120,000 | 23,382 | - | 144,986 | 127,000 | - | (17,986) |
| Utility (Toyota) Dual Cab Landcruiser | 31,442 | 55,000 | 23,558 | - | 32,595 | 45,455 | 12,860 | - |
| Utility (Toyota) Super Cab Hilux | 5,000 | - | - | (5,000) | - | - | - | - |
| Total Disposal of Assets | 133,060 | 175,000 | 46,940 | (5,000) | 177,581 | 172,455 | 12,860 | (17,986) |
| Total Profit or (Loss) | | | | 41,940 | | | | (5,126) |

Comments / Notes

SHIRE OF UPPER GASCOYNE
 NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
 For the Period Ending 30 November 2019

9. CAPITAL ACQUISITIONS

| | Annual Budget \$ | YTD Budget \$ | New / Upgrade \$ | YTD Actual Renewal \$ | Total \$ | YTD Variance \$ |
|---|------------------------|---------------------|---------------------|-----------------------------|----------------|-----------------------|
| (a) Land and Buildings | | | | | | |
| Housing | | | | | | |
| Bitumen for China Town Housing | 15,000 | 14,996 | 1,473 | - | 1,473 | 13,523 |
| | 15,000 | 14,996 | 1,473 | - | 1,473 | 13,523 |
| Transport | | | | | | |
| Depot Infrastructure - Machinery Shed | 130,000 | 130,000 | 155,735 | - | 155,735 | (25,735) |
| Depot Infrastructure - Maintenance Shed | 35,000 | 35,000 | 38,423 | - | 38,423 | (3,423) |
| | 165,000 | 165,000 | 194,158 | - | 194,158 | (29,158) |
| Total Land and Buildings | 180,000 | 179,996 | 195,631 | - | 195,631 | (15,635) |
| | | | | | | |
| (b) Plant and Equipment | | | | | | |
| Transport | | | | | | |
| Replacement Grader | 455,000 | 455,000 | - | 462,309 | 462,309 | (7,309) |
| Multi-tyre Roller | 170,000 | 170,000 | - | 169,294 | 169,294 | 706 |
| Ford Ranger Utility | 61,000 | 61,000 | - | 64,948 | 64,948 | (3,948) |
| Single Cab Ranger | 50,000 | 50,000 | - | 47,186 | 47,186 | 2,814 |
| | 736,000 | 736,000 | - | 743,737 | 743,737 | (7,737) |
| Total Plant and Equipment | 736,000 | 736,000 | - | 743,737 | 743,737 | (7,737) |
| | | | | | | |
| (c) Furniture and Equipment | | | | | | |
| Governance | | | | | | |
| Computer Server | 13,639 | - | - | - | - | - |
| | 13,639 | - | - | - | - | - |
| Total Furniture and Equipment | 13,639 | - | - | - | - | - |

SHIRE OF UPPER GASCOYNE
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ending 30 November 2019

9. CAPITAL ACQUISITIONS (Continued)

| | Annual Budget \$ | YTD Budget \$ | New / Upgrade \$ | YTD Actual Renewal \$ | Total \$ | YTD Variance \$ |
|--|------------------------|---------------------|---------------------|-----------------------------|------------------|-----------------------|
| (c) Infrastructure - Roads | | | | | | |
| Transport | | | | | | |
| Carnarvon Mullewa / Bitumen / Reconstruction | 943,684 | 943,680 | - | 943,683 | 943,683 | (3) |
| Indigenous Access Roads Landor / Mt Augustus | 300,000 | - | - | - | - | - |
| R2R Ullawarra Construction | 548,497 | 365,666 | - | 183,510 | 183,510 | 182,156 |
| Landor Mt Augustus Realignment | 210,000 | - | - | - | - | - |
| Grids | 100,000 | 41,655 | - | 38,095 | 38,095 | 3,560 |
| Signage 19 / 20 | 120,000 | 49,990 | - | 37,384 | 37,384 | 12,606 |
| Signage 18 / 19 | - | - | - | 107 | 107 | (107) |
| | 2,222,181 | 1,400,991 | - | 1,202,780 | 1,202,780 | 198,212 |
| Total Infrastructure - Roads | 2,222,181 | 1,400,991 | - | 1,202,780 | 1,202,780 | 198,212 |
| | | | | | | |
| | | | | | | |
| (d) Other Infrastructure | | | | | | |
| Recreation and Culture | | | | | | |
| Pump Town Water Supply | 170,000 | 169,996 | - | - | - | 169,996 |
| Entry Statements into Town | 25,000 | 19,992 | 1,030 | - | 1,030 | 18,962 |
| War Memorial | 35,000 | 17,497 | - | - | - | 17,497 |
| Pavilion Infrastructure | 136,417 | 56,830 | 618 | - | 618 | 56,212 |
| BBQ's and Seating | 10,000 | 4,165 | - | - | - | 4,165 |
| | 376,417 | 268,480 | 1,648 | - | 1,648 | 266,832 |
| Economic Services | | | | | | |
| Tourist Precinct Solar Project | 300,000 | 120,000 | 7,156 | - | 7,156 | 112,844 |
| Town Water Retic Project | 900 | 900 | 901 | - | 901 | (1) |
| | 300,900 | 120,900 | 8,057 | - | 8,057 | 112,843 |
| Total Infrastructure - Other | 677,317 | 389,380 | 9,704 | - | 9,704 | 379,676 |
| | | | | | | |
| Total Capital Expenditure | 3,829,137 | 2,706,367 | 205,335 | 1,946,517 | 2,151,852 | 554,516 |

SHIRE OF UPPER GASCOYNE
 NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
 For the Period Ending 30 November 2019

10. RATING INFORMATION

| | Rateable Value | Valuation | Number of Properties | Annual Budget Revenue | Rate Revenue | YTD Actual | | Total Revenue |
|--|----------------|-----------|----------------------|-----------------------|----------------|---------------|------------|----------------|
| | \$ | \$ | # | \$ | \$ | Interim Rates | Back Rates | \$ |
| | | | | | | \$ | \$ | |
| General Rates | | | | | | | | |
| GRV Town | 151,366 | 0.0872 | 20 | 13,205 | 12,847 | - | - | 12,847 |
| UV Rural | 1,452,139 | 0.0469 | 26 | 68,054 | 68,054 | - | - | 68,054 |
| UV Mining | 1,806,951 | 0.1393 | 91 | 251,708 | 262,882 | 8,357 | - | 271,240 |
| Total General Rates | | | | 332,968 | 343,783 | 8,357 | - | 352,141 |
| Minimum Rates | | | | | | | | |
| GRV Town | 1,045 | 200 | 3 | 600 | 800 | - | - | 800 |
| UV Rural | 23,895 | 412 | 12 | 4,944 | 4,944 | - | - | 4,944 |
| UV Mining | 77,724 | 450 | 61 | 27,450 | 27,900 | - | - | 27,900 |
| Total Minimum Rates | | | | 32,994 | 33,644 | - | - | 33,644 |
| Total General and Minimum Rates | | | | 365,962 | 377,427 | 8,357 | - | 385,785 |
| Other Rate Revenue | | | | | | | | |
| Rates Written Off | | | | (20,000) | | | | - |
| Facilities Fees (Ex Gratia) | | | | 1,400 | | | | - |
| Total Rate Revenue | | | | 347,362 | | | | 385,785 |
| Administration Charges | | | | | | | | |
| Interest Written Off | | | | (1,000) | | | | - |
| Administration Charges | | | | 490 | | | | 1,365 |
| Total Funds Raised from Rates | | | | 346,852 | | | | 387,150 |

SHIRE OF UPPER GASCOYNE
 NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
 For the Period Ending 30 November 2019

11. INFORMATION ON BORROWINGS

(a) Debenture Repayments

| | 01 Jul 19 \$ | New Loans \$ | Principal Repayments | | Principal Outstanding | | Interest Repayments | |
|--------------------------|-----------------|-----------------|----------------------|---------------------|-----------------------|---------------------|---------------------|---------------------|
| | | | YTD Actual \$ | Annual Budget \$ | YTD Actual \$ | Annual Budget \$ | YTD Actual \$ | Annual Budget \$ |
| Housing | | | | | | | | |
| Loan 29 Staff Housing | 308,228 | - | 16,059 | 32,358 | 292,169 | 275,870 | 1,136 | 8,976 |
| Economic Services | | | | | | | | |
| Loan 28 Tourism Precinct | 521,774 | - | 20,385 | 41,284 | 501,389 | 480,490 | 4,791 | 41,283 |
| Total Repayments* | 830,002 | - | 36,444 | 73,642 | 793,558 | 756,360 | 5,927 | 50,259 |

(b) New Debentures

| Amount Borrowed \$ | Institution | Loan Type | Term Years | Interest and Charges \$ | Interest Rate % | Amount Used \$ | Amount Unspent \$ |
|-----------------------|-------------|-----------|------------|----------------------------|--------------------|-------------------|----------------------|
| | | | | - | | - | - |

Comments / Notes

* - All debenture repayments were financed by general purpose revenue
 WATC - Western Australia Treasury Corporation
 No new debentures are expected to be raised this year.

SHIRE OF UPPER GASCOYNE
 NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
 For the Period Ending 30 November 2019

12. GRANTS, SUBSIDIES AND CONTRIBUTIONS

(a) Operating Grants, Subsidies and Contributions

| Program / Details | Grant Provider | Annual Budget \$ | YTD Budget \$ | YTD Actual \$ |
|--|-----------------------|------------------------|---------------------|---------------------|
| General Purpose Funding | | | | |
| General Commission Grants | Government of WA | 1,397,837 | 698,918 | 684,789 |
| Law, Order and Public Safety | | | | |
| Grant (DFES) Operating | DFES | 2,541 | 635 | 1,796 |
| Dogging Program Income | Dep. of Agriculture | 135,000 | 67,500 | 67,500 |
| Education and Welfare | | | | |
| CRC Operating Grant | Dep. of Regional Dev. | 96,000 | 40,000 | 48,000 |
| Transport | | | | |
| Roads Commission Grants | Government of WA | 437,713 | 218,856 | 212,327 |
| MRWA RRG Direct Grant | MRWA | 222,000 | 222,000 | 223,786 |
| Flood Damage Repairs | WANDRRA | 20,920,062 | 8,716,690 | 6,363,504 |
| Other Property and Services | | | | |
| Diesel Fuel Rebate | ATO | 65,000 | 30,950 | 28,141 |
| Total Operating Grants, Subsidies and Contributions | | 23,276,153 | 9,995,549 | 7,629,842 |

(b) Non-operating Grants, Subsidies and Contributions

| | | | | |
|--|-------------------|-------------------|-------------------|------------------|
| Transport | | | | |
| Footpath / Curbing Revitalisation | Dep. of Transport | 18,776 | 7,820 | 14,082 |
| Grant Roads to Recovery | RTR | 588,057 | - | 439,570 |
| Landor / Mt Augustus Access Road | RTR | 510,000 | - | 140,000 |
| Carnarvon Mullewa Bitumen | RRG | 602,742 | 602,742 | 602,742 |
| Total Non-Operating Grants, Subsidies and Contributions | | 1,719,575 | 610,562 | 1,196,394 |
| Total Grants, Subsidies and Contributions | | 24,995,728 | 10,606,111 | 8,826,236 |

SHIRE OF UPPER GASCOYNE
 NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
 For the Period Ending 30 November 2019

13. BUDGET AMENDMENTS

The following details the amendments made to the original budget since its adoption.

| GL Code | Job Code | Description | Council Resolution | Classification | Non Cash Adjustment \$ | Increase in Cash \$ | Decrease in Cash \$ | Running Balance \$ |
|---|----------|--|--------------------|-----------------------------|---------------------------|------------------------|------------------------|-----------------------|
| Adjustment to 1 July Opening Surplus | | | | Opening Surplus / (Deficit) | | | | - |
| 122909 | | Grant Indigenous Access Roads Landor Mt Augustus | CD 05102019 | Capital Income | | 60,000 | | 60,000 |
| 012284 | C3343 | Indigenous Access Road Landor / Mt Augustus | CD 05102019 | Capital Expenses | | 150,000 | | 210,000 |
| 012284 | C3347 | Landor Mt Augustus Realignment | CD 05102019 | Capital Expenses | | | (210,000) | - |
| 122907 | | RRG Grant 1 - Carnarvon Mullewa (Pells Bitumin) | CD 06102019 | Capital Income | | 17,550 | | 17,550 |
| 012284 | C3342 | Carnarvon Mullewa East Bitumin / Reconstruction | CD 06102019 | Capital Expenses | | 58,919 | | 76,469 |
| 012284 | C3344 | Ullawarra Road Resheeting/Reconstruction | CD 06102019 | Capital Expenses | | | (78,042) | (1,573) |
| 041800 | | Governance Furniture & Equipment | CD 06112019 | Capital Expenses | | | (13,639) | (15,212) |
| 041098 | | Sundry Income: Admin | CD 06112019 | Operating Income | | 13,639 | | (1,573) |

| | | | | | | | | |
|------------------------------|--|--|--|--|---|----------------|------------------|----------------|
| Amended Budget Totals | | | | | - | 300,108 | (301,681) | (1,573) |
|------------------------------|--|--|--|--|---|----------------|------------------|----------------|

APPENDIX 3

(2019-20 DRAFT Delegations Register)



DELEGATIONS and AUTHORISATION REGISTER

2019/20

POWERS OF DELEGATION – LOCAL GOVERNMENT ACT 1995

DELEGATION OF SOME POWERS AND DUTIES TO CHIEF EXECUTIVE OFFICER

Local Government Act 1995 – Section 5.42

(1) A local government may delegate to the CEO the exercise of any of its powers or the discharge of any of its duties under this Act other than those referred to in Section 5.43 and this power of delegation.*

** Absolute majority required.*

(2) A delegation under this section is to be in writing and may be general or as otherwise provided in the instrument of delegation.

It is important to note that not all delegations in this Register are delegations made under the *Local Government Act 1995*. Although the *Local Government Act 1995* allows delegation only to the CEO other Acts allow delegations to be made direct to other employees, for example, the *Health Act 1911* and the *Dog Act 1976*. In some instances, other Acts do not give authority for the person delegated the power to sub-delegate that power. In those instances, if the delegation is made to the CEO, the CEO therefore cannot sub-delegate. This Register attempts to ensure delegations are made to the employee whose task it is to enforce the Act concerned.

LIMITS ON DELEGATIONS TO CHIEF EXECUTIVE OFFICERS

Local Government Act 1995 – Section 5.43

A local government cannot delegate to a CEO any of the following powers or duties:

- (a) any power or duty that requires a decision of an absolute majority or a 75% majority of the local government;*
- (b) accepting a tender which exceeds an amount determined by the local government for the purpose of this paragraph;*
- (c) appointing an auditor;*
- (d) acquiring or disposing of any property valued at an amount exceeding an amount determined by the local government for the purpose of this paragraph;*
- (e) any of the local government's powers under section 5.98, 5.99 or 5.100;*
- (f) borrowing money on behalf of the local government;*
- (g) hearing or determining an objection of a kind referred to in section 9.5;*
- (h) any power or duty that requires the approval of the Minister or the Governor; or*
- (i) such other powers or duties as may be prescribed.*

CHIEF EXECUTIVE OFFICER MAY DELEGATE POWERS AND DUTIES TO OTHER EMPLOYEES

Local Government Act 1995 – Section 5.44

(1) A CEO may delegate to any employee of the local government the exercise of any of the CEO's powers or the discharge of any of the CEO's duties under this Act other than this power of delegation.

(2) A delegation under this section is to be in writing and may be general or as otherwise provided in the instrument of delegation.

ACTING THROUGH ANOTHER PERSON

Local Government Act 1995 – Section 5.45(2)

Nothing in this Division (Division 4 – Local Government Employees) is to be read as preventing –

(a) a local government from performing any of its functions by acting through a person other than the CEO; or

(b) a CEO from performing any of his or her functions by acting through another person.

The key difference between a delegation and “acting through” is that a delegate exercises the delegated decision making function in their own right. The principal issue is that where a person has no discretion in carrying out a function, then that function may be undertaken through the “acting through” concept. Alternatively, where the decision allows for discretion on the part of the decision maker, then that function needs to be delegated for another person to have that authority. The functions of a local government are spelt out in Section 3.1, “General Function” and Division 2 and Division 3 of Part 3 of the *Local Government Act 1995*.

The functions of the CEO are set out in Section 5.41 of the *Local Government Act 1995*. The CEO can act through another person by giving instructions to that person to undertake one or more of those functions.

Section 5.41 Local Government Act 1995 provides the Functions of the CEO and states that-

The CEO's functions are to-

- (a) Advise the council in relation to the functions of a local government under this Act and other written laws;*
- (b) Ensure that advice and information is available to the Council so that informed decisions can be made;*
- (c) Cause council decisions to be implemented;*
- (d) Manage the day to day operations of the local government;*
- (e) Liaise with the mayor or president on the local governments' affairs and the performance of the local governments functions;*
- (f) Speak on behalf of the local government if the mayor or president agrees;*
- (g) Be responsible for the employment, management, supervision, direction and dismissal of other employees (subject to section 5.37(2) in relation to senior employees);*
- (h) Ensure that records and documents of the local government are properly kept for the purposes of this Act and any other written law; and*

(i) Perform any other function specified or delegated by the local government or imposed under this Act or any other written law as a function to be performed by the CEO.

Acronyms in this manual

| | | | |
|-----|-------------------------|--------|-----------------------------------|
| CEO | Chief Executive Officer | | |
| MF | Manager of Finance | EHO/BS | Contract Health Building Surveyor |
| MW | Manager of Works | | |
| WS | Works Supervisor | | |

Delegation 1.0 Delegation of Powers and Duties to the CEO

| | |
|--|---|
| Function Delegated: | General delegation of authority to deal with matters which refers to a local government. This delegation provides the authority to undertake the administrative tasks that a local government is required to do. Excluding those functions set out in s5.43 of the Local Government Act 1995. |
| Statutory Power Delegated: | <p>Functions of the:</p> <p>Local Government Act 1995 Local Government (Administration) Regulations 1996 Local Government (Audit) Regulations 1996 Local Government (Constitution) Regulations 1998 Local Government (Elections) Regulations 1997 Local Government (Financial Management) Regulations 1996 Local Government (Functions and General) Regulations 1996 Local Government (Long Service Leave) Regulations Local Government (Uniform Local Government Provisions) Regulations Local Government (Miscellaneous Provisions) Act 1960 Dog Act 1976 and Regulations (s9) Cat Act 2011 and Regulations (s45) Caravan and Camping Grounds Act 1995 and Regulations (s17) Bush Fires Act 1954 and Regulations</p> <p>Note this is not an exclusive or exhaustive list.</p> |
| Power is Originally Assigned to: | Local Government |
| Statutory Power Delegation: | <p>Local Government Act 1995 s5.41 Functions of CEO s5.42 Delegation of some powers and duties to the CEO s5.43 Limits on delegations to CEO</p> |
| Power Delegated to: | Chief Executive Officer |
| Council Conditions on Delegation: | Nil |
| Statutory Power to Sub-Delegate | <p>Local Government Act 1995 s5.44 CEO may delegate powers and duties to other employees</p> |
| CEO Sub-Delegation to: | <p>Manager of Works Manager of Finance and Administration</p> |
| CEO Conditions on Sub-delegation: | <p>Bush Fires Act 1954 (s48[3]) - No power in the Bush Fire Act can be sub-delegated. Local Government Act 1995 (s5.43) limitations on delegation.</p> |
| Record Keeping Statement: | A person to whom a power or duty is delegated under this Act is to keep records in accordance with regulations in relation to the exercise of the power of discharge of the duty. |
| Compliance Links: | Local Government Act 1995 (s5.41,s5.42, s5.43, s5.44) |
| Council Policy Link: | Governance Section 4A and 4B |
| Strategic Plan Link: | Strategic Community Plan 4 |
| Delegation Administration: | This delegation is to be reviewed annually s5.46(2) |

| Delegation 1.1 Appointment of Authorised Persons | |
|--|--|
| Function Delegated: | The local government may appoint persons or classes of persons to be authorised to perform certain functions and must issue them with a certificate stating they are authorised. |
| Statutory Power Being Delegated: | Local Government Act 1995 s9.10[1, 2] |
| Power is Originally Assigned to: | Local Government |
| Statutory Power of Delegation: | Local Government Act 1995 s5.42 Delegations of some powers and duties to the CEO s5.43 Limitations to delegations s9.10 [1,2] |
| Power Delegated to: | Chief Executive Officer |
| Council Conditions on Delegation: | Authorised Officers must have certificate of authorisation |
| Statutory Power to Sub-Delegate | Local Government Act 1995 s5.44 CEO may delegate powers and duties to others s9.10 Appointment of Authorised persons |
| CEO Sub-Delegation to: | Manager of Finance Manager of Works |
| CEO Conditions on Sub-delegation: | Managers and other Authorised officers may act upon statutory authorisation relating to Local Government excluding s9.29 represent local government in Court |
| Record Keeping Statement: | A person to whom a power or duty is delegated under this Act is to keep records in accordance with regulations in relation to the exercise of the power of discharge of the duty |
| Compliance Links: | Local Government Act 1995 s9.10[1,2] Shire of Upper Gascoyne Authorisations Register |
| Council Policy Link: Strategic Plan Link: | Nil Strategic Community Plan 4. |
| Delegation Administration: | This delegation is to be reviewed annually s5.46(2) |

| Delegation 1.2 Appointment of Acting Chief Executive Officer | |
|---|--|
| Function Delegated: | The local government may appoint persons or classes of persons to be authorised to perform certain functions and must issue them with a certificate stating they are authorised. |
| Statutory Power Being Delegated: | Local Government Act 1995 S5.36 and 5.41(g) |
| Power is Originally Assigned to: | Local Government |
| Delegation: | Local Government Act 1995 s5.42 Delegations of some powers and duties to the CEO s5.43 Limitations to delegations |
| Power Delegated to: | Chief Executive Officer |
| Council Conditions on Delegation: | Appointment to be for no longer than 35 working days Council to be advised of appointment CEO must be satisfied that the person appointed is suitably qualified |
| Statutory Power to Sub-Delegate | No sub-delegation permitted |
| CEO Sub-Delegation to: | N/A |
| CEO Conditions on Sub-delegation: | Appointed Acting CEO This delegation provides the authority to undertake the administrative tasks that a local government is required to do. Excluding those functions set out in s5.43 of the Local Government Act 1995. |
| Record Keeping Statement: | A person to whom a power or duty is delegated under this Act is to keep records in accordance with regulations in relation to the exercise of the power of discharge of the duty |
| Compliance Links: | Local Government Act 1995 (s5.36, s5.41,s5.42, s5.43, s5.44) |
| Council Policy Link: | Governance Members – 4.11A |
| Strategic Plan Link: | Strategic Community Plan 4. |
| Delegation Administration: | This delegation is to be reviewed annually s5.46(2) |

| Delegation 1.3 Ability to Require Property Owners or Occupiers of Land to take Action/s | |
|--|---|
| Function Delegated: | A local government may give an owner or occupier of land a notice requiring them to do something to the land if it is specified in schedule 3.1 or other sections of the act. The local government must inform the owner, if the occupier is not the owner. |
| Statutory Power Being Delegated: | Local Government Act 1995 (s3.24), (s3.25[1],[3]), Schedule 3.1 |
| Power is Originally Assigned to: | Local Government |
| Statutory Power of Delegation: | Local Government Act 1995 s5.42 Delegations of some powers and duties to the CEO |
| Power Delegated to: | Chief Executive Officer |
| Council Conditions on Delegation: | As specified in Schedule 3.1 |
| Statutory Power to Sub-Delegate | Local Government Act 1995 (s5.44) CEO may delegate some |
| CEO Sub Delegation to: | Manager of Works Manager of Finance and Administration Ranger |
| CEO Conditions on Sub-delegation: | Nil |
| Record Keeping Statement: | A person to whom a power or duty is delegated under this Act is to keep records in accordance with regulations in relation to the exercise of the power of discharge of the duty |
| Compliance Links: | Local Government Act 1995 Schedule 3.1 |
| Council Policy Link: | Nil |
| Strategic Plan Link: | Strategic Community Plan 4 |
| Delegation Administration: | This delegation is to be reviewed annually s5.46(2) |

| Delegation 1.4 Inviting Tenders | |
|--|--|
| Function Delegated: | The requirement to invite tenders before entering into a contract for goods and services with a value of \$150,000 or more. Tenders do not have to be publicly invited according to the requirements, if the supply of the goods or services is to be obtained through the Council Purchasing Service of WALGA. |
| Statutory Power Being Delegated: | Local Government Act 1995 (s3.57 [1]) Local Government (Functions and General) Regulations (r11 [1],r14 [4c]) |
| Power is Originally Assigned to: | Local Government |
| Statutory Power of Delegation: | Local Government Act 1995 s5.42 Delegations of some powers and duties to the CEO |
| Power Delegated to: | Chief Executive Officer |
| Council Conditions on Delegation: | Tenders must be called for the purchase of all goods over \$150,000 unless WALGA Council Purchasing Services are utilised which removes the requirement to Tender All tenders are to be approved by Council Tender documents must determine in writing the criteria for accepting tenders That tenders are for items approved in the budget |
| Statutory Power to Sub-Delegate: | Local Government Act 1995 S5.44 CEO may delegate powers and duties to others |
| CEO Sub Delegation to: | Manager of Works Manager of Finance and Administration |
| CEO Conditions on Sub-delegation: | Sub-delegated Managers may call for tenders |
| Record Keeping Statement: | A person to whom a power or duty is delegated under this Act is to keep records in accordance with regulations in relation to the exercise of the power of discharge of the duty |
| Compliance Links: | Local Government Act 1995 s3.57 Local Government (Functions and General) Regulations 1996 r11 (1) and (2b), r14(4c) |
| Council Policy Link: Strategic Plan Link: | Purchasing Policy 2.7 Strategic Community Plan 4 |
| Delegation Administration: | This delegation is to be reviewed annually s5.46(2) |

| Delegation 1.5 Expressions of Interest Prior to Calling Tenders | |
|--|---|
| Function Delegated: | The local government may seek expressions of interest before entering the tender process. |
| Statutory Power Being Delegated: | Local Government Act 1995 (s3.57 [1]) Local Government (Functions and General) Regulations (r21 [1,2,3,4]) r22 |
| Power is Originally Assigned to: | Local Government |
| Statutory Power of Delegation: | Local Government Act 1995 s5.42 Delegations of some powers and duties to the CEO |
| Power Delegated to: | Chief Executive Officer |
| Council Conditions on Delegation: | If the local government thinks that there is a good reason to make a preliminary selection from prospective tenderers it may seek expressions of interest. There is good reason to make preliminary selection if, because of; <ul style="list-style-type: none"> a) The nature of the goods or services required; or b) The cost of preparing plans, specifications or other information for the purpose of adequately describing the goods or services required, it would be advantageous to the local government if tenders were only invited from persons it considers capable of satisfactorily supplying the goods or services. *Statewide public notice must be given. Refer r21.4 |
| Statutory Power to Sub-Delegate: | Local Government Act 1995 s5.44 CEO may delegate powers and duties to others |
| CEO Sub Delegation to: | Manager of Works Manager of Finance and Administration |
| CEO Conditions on Sub-delegation: | Sub-delegated Managers may call for expressions of interest. |
| Record Keeping Statement: | A person to whom a power or duty is delegated under this Act is to keep records in accordance with regulations in relation to the exercise of the power of discharge of the duty. |
| Compliance Links: | Local Government Act 1995 s3.57 Local Government (Functions and General) Regulations 1996 r11 (1) and (2b), r14(4c) |
| Council Policy Link: Strategic Plan Link: | Purchasing Policy 2.7 Strategic Community Plan 4 |
| Delegation Administration: | This delegation is to be reviewed annually s5.46(2) |

| Delegation 1.6 Minor Variations to Tenders | |
|--|--|
| Function Delegated: | The local government may, with the approval of the tenderer, make a minor variation in a contract for goods or services before it enters into the contract with the successful tenderer, without having to tender again. |
| Statutory Power Being Delegated: | Local Government Act 1995 (s3.57 [1]) Local Government (Functions and General) Regulations r20[1,2,3] |
| Power is Originally Assigned to: | Local Government |
| Statutory Power of Delegation: | Local Government Act 1995 s5.42 Delegations of some powers and duties to the CEO |
| Power Delegated to: | Chief Executive Officer (CEO) |
| Council Conditions on Delegation: | The variation costs must be within the budget allocation. Any increased costs will require Council approval |
| Statutory Power to Sub Delegate: | Local Government Act 1995 s5.44 CEO may delegate powers and duties to others |
| CEO Sub Delegation to: | Manager of Works Manager of Finance and Administration |
| CEO Conditions on Sub-delegation: | All minor variations are to be approved by the Chief Executive Officer |
| Record Keeping Statement: | A person to whom a power or duty is delegated under this Act is to keep records in accordance with regulations in relation to the exercise of the power of discharge of the duty. |
| Compliance Links: | Local Government Act 1995 s.3.57 Local Government (Functions and General) Regulations 1996 r.20 |
| Council Policy Link: Strategic Plan Link: | Purchasing Policy 2.7 Strategic Community Plan 4 |
| Delegation Administration: | This delegation is to be reviewed annually s5.46(2) |

| Delegation 1.7 Disposition of Property | |
|--|--|
| Function Delegated: | Disposition of property (other than land) is an exempt disposition if its market value is less than \$20,000 |
| Statutory Power Being Delegated: | Local Government Act 1995(s3.58 [3],[5d] Local Government (Functions and General) Regulations r30, r31[3a] |
| Power is Originally Assigned to: | Local Government |
| Statutory Power of Delegation: | Local Government Act 1995 s5.42 Delegations of some powers and duties to the CEO s5.43 Limitations to delegations |
| Power Delegated to: | Chief Executive Officer |
| Council Conditions on Delegation: | Subject to s5.43(d) of the Local Government Act 1995 and r30,(s30)(3a) of the Regulations the CEO can dispose of property (other than land) to a maximum value of \$20,000. All disposal of property in excess of this level is to be approved by the Council subject to s3.58 of the Local Government Act of 1995 |
| Statutory Power to Sub-Delegate | Local Government Act 1995 s5.44 CEO may delegate powers and duties to others |
| CEO Sub Delegation to: | Executive Management Team |
| CEO Conditions on Sub-delegation: | For the sale of plant and equipment within budget allocation. |
| Record Keeping Statement: | A person to whom a power or duty is delegated under this Act is to keep records in accordance with regulations in relation to the exercise of the power of discharge of the duty |
| Compliance Links: | Local Government Act 1995 |
| Council Policy Link: Strategic Plan Link: | Asset Management 2.6 Strategic Community Plan 4 |
| Delegation Administration: | This delegation is to be reviewed annually s5.46(2) |

| Delegation 1.8 Disposal of Surplus Equipment, Materials, Tools etc. | |
|---|--|
| Function Delegated: | The authority to sell by calling for expressions of interest, holding a sale, or any other fair means, items of equipment, materials, and tools etc. which are no longer required, or are outmoded or no longer serviceable. |
| Statutory Power Being Delegated: | Local Government Act 1995 s3.18 [3c], s3.58[3] |
| Power is Originally Assigned to: | Local Government |
| Statutory Power of Delegation: | Local Government Act 1995 s5.42 Delegations of some powers and duties to the CEO s5.43 Limitations to delegations |
| Power Delegated to: | Chief Executive Officer |
| Council Conditions on Delegation: | The disposal of all surplus equipment, materials, tools etc., must not exceed a value of \$20,000 per unit. All matters in excess of \$20,000 per unit will authorised by the Council. |
| Statutory Power to Sub-Delegate | Local Government Act 1995 s5.44 CEO may delegate powers and duties to others |
| CEO Sub Delegation to: | Nil |
| CEO Conditions on Sub-delegation: | Nil |
| Record Keeping Statement: | A person to whom a power or duty is delegated under this Act is to keep records in accordance with regulations in relation to the exercise of the power of discharge of the duty |
| Compliance Links: | Local Government Act 1995 s3.18(c) and s3.58 |
| Council Policy Link: | Council Policy 2.12 |
| Strategic Plan Link: | Strategic Community Plan 4 |
| Delegation Administration: This delegation is to be reviewed annually s5.46(2) | |

| Delegation 1.9 Write Off of Debts | |
|--|--|
| Function Delegated: | The authority to write off debts |
| Statutory Power Being Delegated: | Local Government Act 1995 s3.18 [3c] |
| Power is Originally Assigned to: | Local Government |
| Statutory Power of Delegation: | Local Government Act 1995 s5.41 Functions of the CEO s5.42 Delegations of some powers and duties to the CEO s5.43 Limitations to delegations |
| Power Delegated to: | Chief Executive Officer |
| Council Conditions on Delegation: | The writing off of rates and sundry debts to the value of \$100.00 |
| Statutory Power to Sub Delegate | Local Government Act 1995 s5.44 CEO may delegate powers and duties to others |
| CEO Sub Delegation to: | Manager of Finance |
| CEO Conditions on Sub-delegation: | The writing off of rates and sundry debts to the value of \$100.00 |
| Record Keeping Statement: | A person to whom a power or duty is delegated under this Act is to keep records in accordance with regulations in relation to the exercise of the power of discharge of the duty |
| Compliance Links: | Local Government Act 1995 s5.41,s5.42,s5.43 |
| Council Policy Link: | Nil |
| Strategic Plan Link: | Strategic Community Plan 4. |
| Delegation Administration: | This delegation is to be reviewed annually s5.46(2) |

| Delegation 1.10 Donations | |
|---|--|
| Function Delegated: | The ability to make community donations. |
| Statutory Power Being Delegated: | Local Government Act 1995 s3.18[3c] |
| Power is Originally Assigned to: | Local Government |
| Statutory Power of Delegation: | Local Government Act 1995 s5.42 Delegations of some powers and duties to the CEO s5.43 Limitations to delegations |
| Power Delegated to: | Chief Executive Officer |
| Council Conditions on Delegation: | Maximum limit of \$500 per donation Donations are subject to budget availability Annual expenditure not to exceed the amount designated in the annual budget |
| Statutory Power to Sub Delegate | Local Government Act 1995 s5.44 CEO may delegate powers and duties to others |
| CEO Sub Delegation to: | Nil |
| CEO Conditions on Sub-delegation: | Nil |
| Record Keeping Statement: | A person to whom a power or duty is delegated under this Act is to keep records in accordance with regulations in relation to the exercise of the power of discharge of the duty |
| Compliance Links: | Local Government Act 1995 |
| Council Policy Link: | Council Policy 2.9 |
| Strategic Plan Link: | Strategic Community Plan 4. |
| Delegation Administration: This delegation is to be reviewed annually s5.46(2) | |

| Delegation 1.11 Contribution to Works – In Kind | |
|--|--|
| Function Delegated: | The ability to approve and application for contribution to site works as per policy 2.13 |
| Statutory Power Being Delegated: | Policy 2.13 |
| Power is Originally Assigned to: | Local Government |
| Statutory Power of Delegation: | Local Government Act 1995 s5.42 Delegations of some powers and duties to the CEO s5.43 Limitations to delegations |
| Power Delegated to: | Chief Executive Officer |
| Council Conditions on Delegation: | Donations of in-kind works are subject to staff and equipment availability Local residents, community groups, volunteer organisations only |
| Statutory Power to Sub Delegate | Local Government Act 1995 s5.44 CEO may delegate powers and duties to others |
| CEO Sub Delegation to: | Nil |
| CEO Conditions on Sub-delegation: | Nil |
| Record Keeping Statement: | A person to whom a power or duty is delegated under this Act is to keep records in accordance with regulations in relation to the exercise of the power of discharge of the duty |
| Compliance Links: | Local Government Act 1995 |
| Council Policy Link: | Council Policy 2.13 |
| Strategic Plan Link: | Strategic Community Plan 3 |
| Delegation Administration: | This delegation is to be reviewed annually s5.46(2) |

Delegation 1.12 Employee Relocation Expenses

| | |
|--|--|
| Function Delegated: | The ability to authorise the payment of relocation expenses for employees |
| Statutory Power Being Delegated: | Local Government Act 1995 s5.41 |
| Power is Originally Assigned to: | Local Government |
| Statutory Power of Delegation: | Local Government Act 1995 s5.42 Delegations of some powers and duties to the CEO s5.43 Limitations to delegations |
| Power Delegated to: | Chief Executive Officer |
| Council Conditions on Delegation: | May not authorise relocation expenses for the position of CEO Expenses for the CEO must be approved by the Council Expenses for employees to a total of \$7,000 50% of the relocation expense payable on arrival, 50% after 12 months service. If less than 12 months service given pro-rata reimbursement required as per policy 4.16B |
| Statutory Power to Sub Delegate | Local Government Act 1995 s5.44 CEO may delegate powers and duties to others |
| CEO Sub Delegation to: | Nil |
| CEO Conditions on Sub-delegation: | Nil |
| Record Keeping Statement: | A person to whom a power or duty is delegated under this Act is to keep records in accordance with regulations in relation to the exercise of the power of discharge of the duty |
| Compliance Links: | Local Government Act 1995 s.5.41 |
| Council Policy Link: | Employee Relocation Expenses 4.16B |
| Strategic Plan Link: | Strategic Community Plan 4 |
| Delegation Administration: | This delegation is to be reviewed annually s5.46(2) |

| Delegation 1.13 Thoroughfares – Temporary Closure | |
|--|--|
| Function Delegated: | A local government may close any thoroughfare that it manages to the passage of vehicles, wholly or partially, for a period not exceeding 4 weeks. |
| Statutory Power Being Delegated: | Local Government Act 1995, s3.50, s3.50A |
| Power is Originally Assigned to: | Local Government |
| Statutory Power of Delegation: | Local Government Act 1995 s5.42 Delegations of some powers and duties to the CEO s5.43 Limitations to delegations |
| Power Delegated to: | Chief Executive Officer |
| Council Conditions on Delegation: | Nil |
| Statutory Power to Sub Delegate | Local Government Act 1995 s5.44 CEO may delegate powers and duties to others |
| CEO Sub Delegation to: | Manager of Works |
| CEO Conditions on Sub-delegation: | Nil |
| Record Keeping Statement: | A person to whom a power or duty is delegated under this Act is to keep records in accordance with regulations in relation to the exercise of the power of discharge of the duty |
| Compliance Links: | Local Government Act 1995 |
| Council Policy Link: Strategic Plan Link: | Thoroughfares Temporary Closure 5.3 Strategic Community Plan 3.2 |
| Delegation Administration: | This delegation is to be reviewed annually s5.46(2) |

| Delegation 1.14 Disposing of Confiscated or Uncollected Goods | |
|--|--|
| Function Delegated: | The local government may sell or otherwise dispose of impounded goods that have not been collected within the period specified in subsection 2a and 2b. |
| Statutory Power Being Delegated: | Local Government Act 1995, s.3.47(2a, b) |
| Power is Originally Assigned to: | Local Government |
| Statutory Power of Delegation: | Local Government Act 1995 s5.42 Delegations of some powers and duties to the CEO s5.43 Limitations to delegations |
| Power Delegated to: | Chief Executive Officer |
| Council Conditions Delegation: | The local government may sell or otherwise dispose of impounded goods that have not been collected within the period specified in subsection 2b of <ul style="list-style-type: none"> a) A notice has been given under section 3.42(1)(b) or 3.44; or b) Being impounded if the local government has been unable, after making reasonable efforts to do so, to give that notice to the alleged offender. (2b) The period after which goods may be sold or otherwise disposed of under subsection (2a) is <ul style="list-style-type: none"> a) for perishable goods – 3 days; b) for animals – 7 days; c) abandoned vehicle wreck – 7 days. |
| Statutory Power to Sub Delegate | Local Government Act 1995 s5.44 CEO may delegate powers and duties to others |
| CEO Sub Delegation to: | Manager of Works Manager of Finance |
| CEO Conditions on Sub-delegation: | Nil |
| Record Keeping Statement: | A person to whom a power or duty is delegated under this Act is to keep records in accordance with regulations in relation to the exercise of the power of discharge of the duty |
| Compliance Links: | Local Government Act 1995 s.3.47 |
| Council Policy Link: | Nil |
| Strategic Plan Link: | Strategic Community Plan 4 |
| Delegation Administration: | This delegation is to be reviewed annually s5.46(2) |

| Delegation 1.15 Consumption of Alcohol – Council Property | |
|--|--|
| Function Delegated: | The CEO is delegated the authority to approve applications for the consumption of liquor from property under the care, control and management of the Council |
| Statutory Power Being Delegated: | Local Government Act 1995, s.3.18 |
| Power is Originally Assigned to: | Local Government |
| Statutory Power of Delegation: | Local Government Act 1995 s.5.42 Delegations of some powers and duties to the CEO s.5.43 Limitations to delegations |
| Power Delegated to: | Chief Executive Officer |
| Council Conditions on Delegation: | The Chief Executive Officer can approve the consumption of alcohol on Council premises, and must ensure that the applicant is aware of their requirements under state legislation and compliance with Council policy on using a Council Facility |
| Statutory Power to Sub-Delegate | Local Government Act 1995 s.5.44 CEO may delegate powers and duties to others |
| CEO Sub Delegation to: | Manager of Works |
| CEO Conditions on Sub-delegation: | Nil |
| Record Keeping Statement: | A person to whom a power or duty is delegated under this Act is to keep records in accordance with regulations in relation to the exercise of the power of discharge of the duty |
| Compliance Links: | Local Government Act 1995 |
| Council Policy Link: | Nil |
| Strategic Plan Reference: | Strategic Community Plan 4 |
| Delegation Administration: | This delegation is to be reviewed annually s5.46(2) |

| Delegation 1.16 Food Act – Prohibition Orders | |
|--|--|
| Function Delegated: | Serve Prohibition Order on food business Issue Certification of Clearance Reinspect a food business |
| Statutory Power Being Delegated: | Food Act 2008 s65(1) Prohibition Order s66 Certificate of Clearance s67(4) Request for reinspection. |
| Power is Originally Assigned to: | Local Government (enforcement agency) |
| Statutory Power of Delegation: | Food Act 2008 s.118(2)(b) Local Government (enforcement agency) may delegate a function conferred on it s.118(3) Delegation is subject to conditions [s.119] and guidelines adopted (s.120) s.118(4) Sub delegation only permissible if expressly provided in regulations |
| Power Delegated to: | Chief Executive Officer |
| Council Conditions on Delegation: | Nil |
| Statutory Power to Sub-Delegate | s.118(4) Sub delegation only permissible if expressly provided in regulations |
| CEO Sub Delegation to: | Contract Environmental Health Officer |
| CEO Conditions on Sub-delegation: | Nil |
| Record Keeping Statement: | A person to whom a power or duty is delegated under this Act is to keep records in accordance with regulations in relation to the exercise of the power of discharge of the duty |
| Compliance Links: | Food Act 2008 Local Government Act 1995 |
| Council Policy Link: Strategic Plan Link: | Nil Strategic Community Plan 4. |
| Delegation Administration: | This delegation is to be reviewed annually s5.46(2) |

| Delegation 1.17 Food Act – Registration of a Food Business | |
|---|--|
| Function Delegated: | Register a food business Grant or refuse application for a food business Vary the conditions or cancel the registration of a food business |
| Statutory Power Being Delegated: | Food Act 2008 s110 (1) and (5) Registration of a Food Business s112 Variation of conditions or cancellation of registration of food businesses. |
| Power is Originally Assigned to: | Local Government (Enforcement Agency) |
| Statutory Power of Delegation: | Food Act 2008 s118(2)(b) Local Government (Enforcement Agency) may delegate a function conferred on it s118(3) Delegation is subject to conditions [s119] and guidelines adopted (s120) s118(4) Sub delegation only permissible if expressly provided in regulations. |
| Power Delegated to: | Chief Executive Officer |
| Council Conditions on Delegation: | Nil |
| Statutory Power to Sub-Delegate | s118(4) Sub delegation only permissible if expressly provided in regulations |
| CEO Sub Delegation to: | Contract Environmental Health Officer |
| CEO Conditions on Sub-delegation: | Nil |
| Record Keeping Statement: | A person to whom a power or duty is delegated under this Act is to keep records in accordance with regulations in relation to the exercise of the power of discharge of the duty |
| Compliance Links: | Food Act 2008 Food Regulations 2009 Local Government Act 1995 |
| Council Policy Link: Strategic Plan Link: | Nil Strategic Community Plan 4. |
| Delegation Administration: | This delegation is to be reviewed annually s5.46(2) |

| Delegation 1.18 Food Act – Prosecutions | |
|---|---|
| Function Delegated: | Initiate proceedings for an offence under s125 of the Food Act 2008 |
| Statutory Power Being Delegated: | Food Act 2008 s.125 Institution of proceedings |
| Power is Originally Assigned to: | Local Government (enforcement agency) |
| Statutory Power of Delegation: | Food Act 2008 s118(2)(b) Local Government (Enforcement Agency) may delegate a function conferred on it s118(3) Delegation is subject to conditions [s119] and guidelines adopted (s120) s118(4) Sub delegation only permissible if expressly provided in regulations |
| Power Delegated to: | Chief Executive Officer |
| Council Conditions on Delegation: | Nil |
| Statutory Power to Sub Delegate | s118(4) Sub delegation only permissible if expressly provided in regulations |
| CEO Sub Delegation to: | Contract Environmental Health Officer |
| CEO Conditions on Sub-delegation: | Nil |
| Record Keeping Statement: | A person to whom a power or duty is delegated under this Act is to keep records in accordance with regulations in relation to the exercise of the power of discharge of the duty |
| Compliance Links: | Food Act 2008 Food Regulations 2009 Local Government Act 1995 |
| Council Policy Link: | Nil |
| Strategic Plan Link: | Strategic Community Plan 4. |
| Delegation Administration: This delegation is to be reviewed annually s5.46(2) | |

| Delegation 1.19 Cat Act – Administration and Enforcement | |
|---|--|
| Function Delegated: | The local government may delegate to its CEO the exercise of any of its powers or the discharge of any of its duties under another provision of the Cat Act. |
| Statutory Power Being Delegated: | Cat Act 2011 s45 |
| Power is Originally Assigned to: | Local Government |
| Statutory Power of Delegation: | Cat Act 2011 s44 |
| Power Delegated to: | Chief Executive Officer |
| Council Conditions on Delegation: | The Chief Executive Officer will issue certificates authorisation to authorised officers. |
| Statutory Power to Sub Delegate | Cat Act 2011, s45 |
| CEO Sub Delegation to: | Manager of Works Manager of Finance Contract Ranger Works Supervisor |
| CEO Conditions on Sub-delegation: | Sections 63, 64, 65 of the Cat Act 2011 cannot be delegated to the Authorised Officers and remain with the CEO |
| Record Keeping Statement: | A person to whom a power or duty is delegated under this Act is to keep records in accordance with regulations in relation to the exercise of the power of discharge of the duty |
| Compliance Links: | Local Government Act 1995 Cat Act 2011 |
| Council Policy Link: Strategic Plan Link: | Nil Strategic Community Plan 4. |
| Delegation Administration: | This delegation is to be reviewed annually s5.46(2) |

| Delegation 1.20 Dog Act – Administration and Enforcement | |
|---|--|
| Function Delegated: | It shall be the duty of the local government within its district to administer and enforce the provisions of this Act. A person who is authorised by the Dog Act shall be furnished with a certificate. |
| Statutory Power Being Delegated: | Dog Act 1976 s9 Dog Amendment Bill 2013 s10AA |
| Power is Originally Assigned to: | Local Government |
| Statutory Power of Delegation: | s9 Dog Act 1976 |
| Power Delegated to: | Chief Executive Officer |
| Council Conditions on Delegation: | The Chief Executive Officer will issue certificates authorisation to authorised officers. |
| Statutory Power to Sub-Delegate | Nil – Appointment of Authorised Officers |
| CEO Sub Delegation to: | Nil |
| CEO Conditions on Sub-delegation: | Nil |
| Record Keeping Statement: | A person to whom a power or duty is delegated under this Act is to keep records in accordance with regulations in relation to the exercise of the power of discharge of the duty |
| Compliance Links: | Local Government Act 1995 Dog Act 1976 |
| Council Policy Link: | Nil |
| Strategic Plan Reference: | Strategic Community Plan 4. |
| Delegation Administration: | This delegation is to be reviewed annually s5.46(2) |

| Delegation 1.21 Planning Delegation – Development Applications | |
|---|---|
| Function Delegated: | To determine development applications under the Shire of Upper Gascoyne Town Planning Scheme No 4. |
| Statutory Power Being Delegated: | <u>Shire of Upper Gascoyne Town Planning Scheme No 1 (as</u> Part 3 – Zones and the use of land Part 4 – General development requirements |
| Power is Originally Assigned to: | Local Government |
| Statutory Power of Delegation: | <u>Local Government Act 1995</u> s5.42 Delegations of some powers and duties to the CEO s5.43 Limitations to delegations <u>Shire of Upper Gascoyne Town Planning Scheme No 1</u> |
| Power Delegated to: | Chief Executive Officer |
| Council Conditions on Delegation: | This delegation is limited to development applications for outbuildings on lots that are zoned Rural Residential under the Upper Gascoyne Town Planning Scheme No. 4 ('the Scheme'). This delegation must not be operated by the delegated officer where: <ul style="list-style-type: none"> - The gross floor area of the outbuilding exceeds 120m². - The total cost of development exceeds \$10,000. - The development does not comply with the Development Standards under Clauses 21-23 of the Scheme. - The development does not comply with the site requirements under Clause 5.17.1 of the Scheme. - The development has already been constructed and the application seeks a retrospective planning approval. - The development is on a vacant lot and not ancillary to an existing single house. - The development is to be constructed out of second hand materials or is a transported building. |
| Statutory Power to Sub-Delegate | Local Government Act 1995 s5.44 CEO may delegate powers and duties to others <u>Shire of Upper Gascoyne Town Planning Scheme No 1 (as amended)</u> |
| CEO Sub Delegation to: | Nil |
| CEO Conditions on Sub-delegation: | Nil |
| Record Keeping Statement: | A person to whom a power or duty is delegated under this Act is to keep records in accordance with regulations in relation to the exercise of the power of discharge of the duty |
| Compliance Links: | Local Government Act 1995 Shire of Upper Gascoyne Town Planning Scheme 1 |
| Council Policy Link: Strategic Plan Reference: | Nil Strategic Community Plan 4 |
| Delegation Administration: | This delegation is to be reviewed annually s5.46(2) |

| Delegation 1.22 Building Delegation – Approval of Plans | |
|--|--|
| Function Delegated: | The authority to approve or refuse to approve plans or specifications submitted under s374 of the Local Government (Miscellaneous Provisions) Act 1960 |
| Statutory Power Being Delegated: | Government (Miscellaneous Provisions) Act 1960 s374 – 420. |
| Power is Originally Assigned to: | Local Government |
| Statutory Power of Delegation: | Local Government Act 1995 s5.42 Delegations of some powers and duties to the CEO s5.43 Limitations to delegations |
| Power Delegated to: | Chief Executive Officer |
| Council Conditions on Delegation: | Nil |
| Statutory Power to Sub Delegate | Local Government Act 1995 s5.44 CEO may delegate powers and duties to others |
| CEO Sub Delegation to: | Contract Building Surveyor |
| CEO Conditions on Sub-delegation: | Nil |
| Record Keeping Statement: | A person to whom a power or duty is delegated under this Act is to keep records in accordance with regulations in relation to the exercise of the power of discharge of the duty |
| Compliance Links: | Local Government Act 1995 Shire of Upper Gascoyne Town Planning Scheme 4 Building Act 2011 |
| Council Policy Link: | Nil |
| Strategic Plan Reference: | Strategic Community Plan 4. |
| Delegation Administration: | This delegation is to be reviewed annually s5.46(2) |

| Delegation 1.23 Bush Fire | |
|---|--|
| Function Delegated: | A local government may in writing, delegate to its Chief Executive Officer the performance of any of its functions under this act. |
| Statutory Power Being Delegated: | Bush Fires Act 1954 |
| Power is Originally Assigned to: | Local Government |
| Statutory Power of Delegation: | Bush Fires Act 1954 s48(1) |
| Power Delegated to: | Chief Executive Officer |
| Council Conditions on Delegation: | Nil |
| Statutory Power to Sub-Delegate | S48(3) A delegation under this section does not include the power to sub-delegate. |
| CEO Sub Delegation to: | Not allowed |
| CEO Conditions on Sub-delegation: | Nil |
| Record Keeping | Nil |
| Compliance Links: | Bush Fires Act 1954 |
| Council Policy Link: Strategic Plan Reference: | Policy Section 5 – Law Order and Public Safety Nil |
| Delegation Administration: | This delegation is to be reviewed annually s5.46(2) |

Authorisations Register

Authorisations are conferred onto a local government by a variety of acts. Some give the Council (Local Government) the right to appoint authorised officers such as the Chief Executive Officer and others allow the CEO to appoint authorised officers of the Shire to carry out duties under that Act.

Each act independently confers and specifies the allowable authorisations and the instruction of one act does not transfer to another act.

Authorised officers are listed in the following table. The specific Act and Section of that Act and activity, should be clearly understood by the officer authorised to undertake the authorised tasks. Authorised officers are issued with a Certificate of Authorisation.

The Local Government Act 1995 – Part 9, Division 2, s9.10, states

Appointment of authorised persons:

- 1. The local government may in writing, appoint persons or classes of person to be authorised for the purpose of performing particular functions.*
- 2. The local government is to issue each person so authorised a certificate stating that the person is so authorised, and the person is to produce the certificate whenever required to do so by a person who has been or is about to be affected by any exercise of authority by the authorised person.*

Legislation considered for the appointment of Authorised Officers.

Local Government Act 1995 and associated Regulations

Cat Act 2011

Dog Act 1976

Caravan Parks and Camping Grounds Act 1995 and Regulations 1997

Food Act 2008

Health Act 1911

Building Act 2011

Public Health Act 2016

Authorisations Register

| Name of Act | Act Section | Function Delegated | Authorised - Position | Conditions |
|---------------------------|--------------------------|---|-----------------------------|---|
| Local Government Act 1995 | s3.24 | Ability to appoint authorised officers | CEO | 5.42 limitations on delegation |
| Local Government Act 1995 | s3.22 | Compensation. Refer claims for compensation to the insurer. | CEO | All claims are to be referred to the insurer |
| Local Government Act 1995 | s3.39 s3.40 s3.40A | Power to remove and impound goods Power to remove and impound vehicle Power to remove and impound abandoned vehicle | CEO MW | |
| Local Government Act 1995 | s3.47 | Sell or otherwise dispose of any goods that have been ordered to be confiscated under section 3.43 | CEO MW MF | |
| Local Government Act 1995 | s3.47A | If an impounded animal is ill or injured to such an extent that treating it is not practicable, the local government may humanely destroy the animal and dispose of the carcass | MW Contract Ranger WS | |
| Local Government Act 1995 | s9.10 | Council can authorise officers to carry out function of the act | CEO | 5.42 limitations on delegation |
| Local Government Act 1995 | s9.13(2) | Vehicle Offence Notices (e.g. -parking) | MW Ranger | |
| Local Government Act 1995 | s9.16 | Issuing Infringement Notices | MW Ranger | A person authorised under 9.16 cannot be authorised to undertake 9.17, 9.19 or 9.20 |
| Local Government Act 1995 | s9.17 | Content of Notice - Fines | CEO | A person authorised under 9.16 cannot be authorised to undertake 9.17, 9.19 or 9.20 |
| Local Government Act 1995 | s9.19 | Extension of time - Fines | CEO | A person authorised under 9.16 cannot be authorised to undertake 9.17, 9.19 or 9.20 |

| Name of Act | Section of Act | Function Delegated | Authorised Position | Conditions |
|--|---|--|----------------------------|---|
| Local Government Act 1995 | s9.20 | Withdrawal of Notice - Fines | CEO | A person authorised under 9.16 cannot be authorized to undertake 9.17, 9.19 or 9.20 |
| Building Act 2011 | s36 | Swimming pool inspections | EHO/BS | Authorised officers must act within the limits of the legislation. |
| Caravan Parks and Camping Grounds Act 1995 Regulations 1997 | Caravan Parks and Grounds 1995 (s17) Caravan Parks and Camping Grounds Regulations 1997 (s6) | To provide the ability to enter the Local Government's Caravan Parks, undertake inspection, entry into caravans, and issue of work notices and infringements | CEO MOW | |
| Building Act 2011 | s20 | Grant of Building Permits | EHO/BS | |
| | s21 | Grant of demolition permits | EHO/BS | |
| | s58 | Grant of occupancy permit - building approval certificates | EHO/BS | |
| | s65 | Extension of period of duration of permit | EHO/BS | |
| | s110 | Issue building orders | EHO/BS | |
| | s117 | Revoke building order | CEO, EHO/BS | |

| | | | | |
|-----------------|---|---|--------|--|
| Health Act 1911 | s26 | Every local government is hereby authorised and directed to carry out within its district the provision of this Act and the regulations, local laws and orders made thereunder. Provided that local government may appoint or authorise any person to be its deputy and in that capacity to exercise and discharge all or any of the powers and functions of the local government for such time and subject to such conditions and limitations (if any) as the local government shall see fit from time to time to prescribe but so that such appointment shall not affect the exercise of discharge by the local government itself of any power or function | CEO | |
| Health Act 1911 | s27 | Appointment of EHO | CEO | |
| Health Act 1911 | s108 s112A s135 s139 s114 s184 s192 | Examination of drains Refuse Removal Dwelling unfit for habitation Clean / Repair house Building to convert as dwelling Dealing with a nuisance Refusal of registration Health (Food Hygiene) regulations 1993 Health Local Laws – 2002 | EHO/BS | |

| Name of Act | Section of Act | Function Delegated | Authorised Position | Conditions |
|---------------|-----------------------|--|---------------------|------------|
| | | | | |
| Food Act 2008 | s125 s126 | Serve Prohibition Order on food business Issue Certification of Clearance Reinspect a food business Register a food business Grant or refuse application for a food business Vary the conditions or cancel the registration of a food business Initiate proceedings for an offence under s125 of the Food Act 2008 | EHO/BS | |
| Cat Act 2011 | s49 s51 s52 | 1a(i) Cause a cat to be destroyed in a humane manner Enter a premises General Powers Set cat traps Collect information Apply for a warrant And other activities specified in Cat Act 2011 | MW Ranger WS | |
| | | Issuing Infringement Notices | MW Ranger | |
| | s63 | Content of Notice - Fines | CEO Ranger | |
| | s64, s65 | Extension of time and withdrawal of notice - Fines | CEO | |
| | | Authorised Officer | Ranger MW WS | |

| Name of Act | Section of Act | Function Delegated | Authorised Position | Conditions |
|--------------|----------------|--|----------------------------------|------------|
| Dog Act 1976 | s11 | Maintain pound And other activities specified in Dog Act 1976 | MW WS Ranger | |
| | s12 s29 | Enter premises Power to seize Dog Attack Dog Contravention Dangerous Dog | Ranger | |
| | | Authorised Officer | Ranger MW WS | |
| | s3 | Appointment of Registration Officers | SCSO CSO CRC Officer MF | |
| | s44 | Enforcement proceedings | CEO Ranger | |

APPENDIX 4

(Report for 2019 Aerial Baiting Program)

BIOSECURITY REPORT

RE: Aerial Baiting Programme October 2019

1. Contractor Ken Kempton supplied 6 Tonne of processed Baits to the Shires Chiller and bait racks to hold up to 1 Tonne at Carey Downs Station ready for aerial baiting. Completed CRBA compliant Monthly Report for their records for the LFH program.
2. Organised 6 x Drums of AV Gas from Ian (Refuel Australia) and borrowed 1 x backup drum from DFES with their approval.
3. Organised Poisons / Injection guns / bait bags and Fabricate new CRBA compliant Danger Tags **(Section A)**.
4. Organised PO for Rollo and a bombardier (Eric Roulston from Norwest Air Work Pty Ltd).
5. Coordinate with Stations, LPMT and Rollo re: Involvement, Baiting Runs and Dates **(Section B)**.
6. Fabricate and Organise CRBA compliant Rack attendance registers **(Section C)** *(To be improved for next aerial baiting run)*.
7. Organised completed flight plans of SUG and Stations runs from Stations and LPMT to supply Rollo with some idea for his flight path **(Section D)**.
8. Load up 6 x Drums of AV Gas from and 6 Tonne of Baits from Depot, Deliver as Following:
 - a. 1 x Drums 750kg of baits to Carey Downs Rack at Air Strip
 - b. 3 x Drum 3 Tonne of baits to Dairy Creek Rack at Air Strip
 - c. 2 x Drums 1 Tonne of Baits to Yinnetharra Rack at Air Strip
 - d. 1 x Drum 1250 kg of Baits to Minnie Creek Rack at Air Strip
9. Daily charter flight sheet and correspondence from Rollo **(Section E)**.
10. In Summary;
 - a. New rack / Baits / Fuel / Bags etc where ready and delivered at stations on time.
 - b. We successfully used 4 racks around the Shire to base the program from.
 - c. All Stations where involved in the Program with a moderate involvement at the racks. *(Will be looking at getting more involvement next aerial baiting run)*
 - d. 16 Stations Participated in the Aerial Baiting and 6 utilised the Baits for ground baiting. Which is a good improvement from previous runs.
 - e. The above racks where double checked when picking up the drums and successfully there was no bags left on the racks as previous years.
 - f. The Shire dedicated more time in organising the aerial baiting program this year which gave us a wider spread of area covered for around the same cost hopefully improving the program to a new level.
 - g. In the future it would be productive to move 1 or 2 sections of the Carey Downs Racks or obtain additional racks to enlarge the processing area at the yinnetharra racks.
 - h. I am currently working on additional warning signage to be permanently placed at all racks with in the Shire In the future to be more compliant with CRBA regulations instead of having to allocate a LPMT at each racks while the injecting process takes place as requested by CRBA.

Dave Higgs

11/12/2019

2019 Aerial Baiting Program Report
Section A

DANGER

POISON 1080

PREPARED 1080 WILD DOG BAIT

DANGER

DANGER

POISON 1080

PREPARED 1080 WILD DOG BAIT

Restricted chemical product - only to be supplied to or used by an authorised person. This product must be used in accordance with the label instructions.

IMPORTANT: This leaflet is part of the label, attach to the bag and ensure securely closed.

**Active Constituent: 30g/L SODIUM
FLUOROACETATE (1080)**

DATE PREPARED: _____

**2019 Aerial Baiting Program
Report Section B**

From: [Dave Higgs](#)
To: [Hamish McTaggart](#); [Alys McKeough](#); [Dairy Creek Station \(M & C Bleechmore - Owners\)](#); [tinainparis@westnet.com.au](#); [Donald Hammarquist](#); [Edmund Station](#); [Errabiddy](#); [eudamullah station](#); [eudamullah4@bigpond.com](#); [Glenburgh Grazing](#); [Jimba Jimba Station](#); [Minnie Creek](#); [Mooloo Downs Station](#); [mtaugustus@outlook.com](#); [Don Hammarquist](#); [Greg Watters](#); [Mt Phillip Station](#); [mtphillip@gmail.com](#); [Pingandy Station](#); [gwenva52@hotmail.com](#); [Yinnetharra](#); [Executive Officer CRBA](#); [leisha.norling@live.com.au](#); [Bullsbrook Produce](#)
Subject: October 2019 Aerial Baiting
Date: Friday, September 27, 2019 2:25:00 PM
Attachments: [Aerial Baiting Schedule.pdf](#)
[Aerial Baiting Participation Form.xlsx](#)
[img_022.png](#)

Hi All

Please see attached Participation Form and Schedule with the Racks we are using in October for this year's aerial baiting program.

As everyone should be aware of: The Shire of Upper Gascoyne's LPMT's (Licenced Pest Management Technician's) Bim and Sid are contracted to the Shire to **assist** our Pastoralists in the Biosecurity Program RE: Feral animals, (unlike most Shires) This Shire is quite involved and contributes a considerable amount of financial contribution and resources well above and beyond the declared vermin rate received. Landholders, Managers and Occupiers of land are primarily responsible for controlling invasive species on the lands they manage (Legally obligated to control declared species).

It is vital that all stations wishing to be involved and benefit from the aerial baiting help out at the racks that are closest to them, The Shire will supply a LPMT and required baits, 1080 etc at each rack.

Please RSVP back to myself either via email or Mobile Phone as below so we can obtain a clear indication of Stations and numbers involved for the Shire and Rollo (Norwest air works) can organise a flight plan etc to suit.

Regards

Dave Higgs

Works Supervisor / Emergency Services & Biosecurity Coordinator



Address Lot 4 Scott Street| Gascoyne Junction | WA | 6705

E wf@uppergascoyne.wa.gov.au

W www.uppergascoyne.wa.gov.au

phone (08) 99430509 | fax (08) 9943 0880

Mobile: 0409840636

Schedule for Aerial Baiting

| Day | Date | Description of Tasks | Av Gas Drums | Tonnage of Baits | Station / Racks | SUG / LPMT |
|-----------|------------|--|--------------|------------------|-----------------|------------|
| Monday | 14/10/2019 | Set out by Shire | 1 x Drum | 1 Tonne | Carey Downs | Dave |
| | | | 2 x Drums | 1.5 Tonne | Minnie Creek | |
| Tuesday | 15/10/2019 | Layout / Inject and Roll | | 1 Tonne | Carey Downs | Sid |
| | | | | 1.5 Tonne | Minnie Creek | Bim |
| Tuesday | 15/10/2019 | Set out by Shire | 1 x Drum | 1.5 Tonne | Dairy Creek | Dave |
| | | | 2 x Drums | 2 Tonne | Yinnetharra | |
| Wednesday | 16/10/2019 | Layout / Inject and Roll | | 1.5 Tonne | Dairy Creek | Sid |
| | | | | 2 Tonne | Yinnetharra | Bim |
| Thursday | 17/10/2019 | Bag Up Baits | | | Carey Downs | Sid |
| | | | | | Minnie Creek | Bim |
| Friday | 18/10/2019 | Bag Up Baits | | | Dairy Creek | Sid |
| | | | | | Yinnetharra | Bim |
| Saturday | 19/10/2019 | | | | | |
| Sunday | 20/10/2019 | | | | | |
| Monday | 21/10/2019 | } Awaiting for confirmation of Participating Stations so Rollo can organise a flight plan an Schedule participating Stations in. | | | | |
| Tuesday | 22/10/2019 | | | | | |
| Wednesday | 23/10/2019 | | | | | |

**2019 Aerial Baiting Program
Report Section C**



CRBA Community Bait Racks Record Sheet



RACK NAME: MINNIE CREEK

RACK COORDINATOR: _____

DATE OF INJECTING: 15 10 19

AMOUNT OF MEAT SUPPLIES TO RACKS (KGS): 1.5 TON

| NAMES OF PASTORAL STATIONS/APPROVED PERSON PARTICIPATING ON INJECTING DAY | SIGNATURE |
|---|--------------------|
| GIFFORD MUZZA OWEN JAYDEN | <i>[Signature]</i> |
| | |
| | |
| | |
| | |
| NAMES OF OTHER PEOPLE PARTICIPATING ON INJECTING DAY (LPMTs, Department Staff, etc) | SIGNATURE |
| | |
| | |
| | |
| | |
| | |

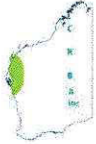
DATE OF BAGGING/COLLECTION: 20 - 10 - 19

| NAMES OF PASTORAL STATION/APPROVED PERSONS RECEIVING BAITS FROM RACK | SIGNATURE | # OF BAITS RECEIVED |
|--|-----------|---------------------|
| MUZZA - GIFFORD | | 15 BAGS |
| RICHARD - EDMUND | | 15 BAGS |
| | | |
| | | |
| | | |
| TOTAL NUMBER OF BAITS | | |
| NAMES OF LPMTs RECEIVING BAITS FROM RACK & INTENDED PROPERTIES | SIGNATURE | # OF BAITS RECEIVED |
| | | |
| | | |
| | | |
| | | |
| | | |
| TOTAL NUMBER OF BAITS | | 59 BAGS LARGE |

COMMENTS/FEEDBACK TO CRBA:

ONLY STATION SHOWED UP AT MINNI RACKS
OTHERS SAID THEY WOULD BUT DIDNT

All baits taken/collected must be signed for and recorded on the relevant chemical register. (1 litre of 1080 = 5,000 baits)



CRBA Community Bait Racks Record Sheet



RACK NAME: YINNATHARRA

RACK COORDINATOR: _____

DATE OF INJECTING: 16 10 19

AMOUNT OF MEAT SUPPLIES TO RACKS (KGS): 1 TON

| NAMES OF PASTORAL STATIONS/APPROVED PERSON PARTICIPATING ON INJECTING DAY | SIGNATURE |
|---|--------------------|
| DAVID SMITH | <i>[Signature]</i> |
| MATT WRIGHT | <i>[Signature]</i> |
| KEW WRIGHT | <i>[Signature]</i> |
| SAM CARTER | <i>[Signature]</i> |
| DAVID HAMMAQUEFS | <i>[Signature]</i> |
| | |
| NAMES OF OTHER PEOPLE PARTICIPATING ON INJECTING DAY (LPMTs, Department Staff, etc) | SIGNATURE |
| | |
| | |
| | |
| | |
| | |
| | |

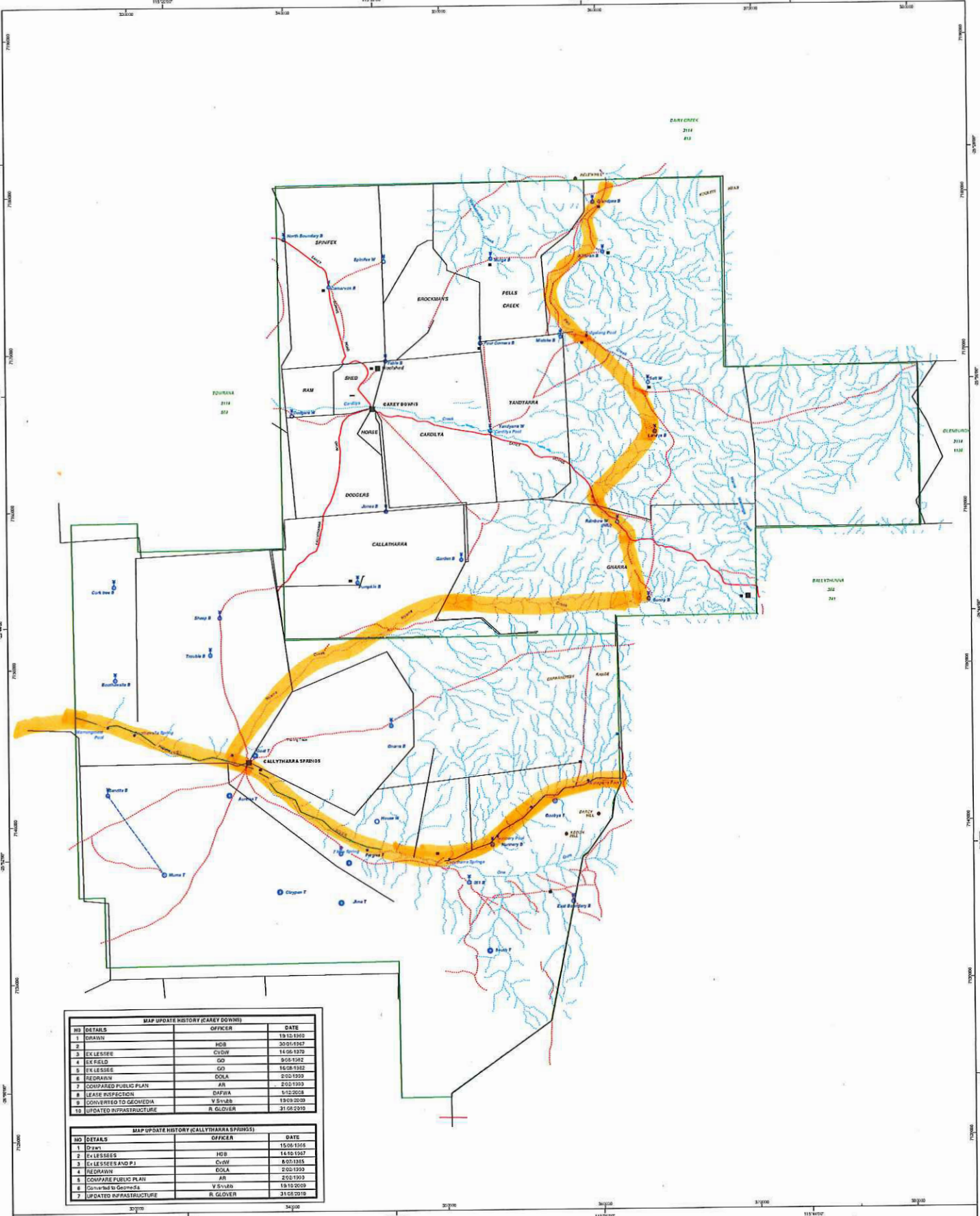
DATE OF BAGGING/COLLECTION: _____

| NAMES OF PASTORAL STATION/APPROVED PERSONS RECEIVING BAITS FROM RACK | SIGNATURE | # OF BAITS RECEIVED |
|--|-----------|---------------------|
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |
| TOTAL NUMBER OF BAITS | | |
| NAMES OF LPMTs RECEIVING BAITS FROM RACK & INTENDED PROPERTIES | SIGNATURE | # OF BAITS RECEIVED |
| | | |
| | | |
| | | |
| | | |
| | | |
| TOTAL NUMBER OF BAITS | | |

COMMENTS/FEEDBACK TO CRBA:

All baits taken/collected must be signed for and recorded on the relevant chemical register. (1 litre of 1080 = 5,000 baits)

**2019 Aerial Baiting Program
Report Section D**



| MAP UPDATE HISTORY (CAREY DOWNS) | | |
|----------------------------------|------------------------|------------|
| NO | DETAILS | DATE |
| 1 | DRAWN | 1910-1920 |
| 2 | HDB | 30.01.1927 |
| 3 | EX LESSEE | 14.08.1929 |
| 4 | EX FIELD | 9.05.1942 |
| 5 | EX LESSEE | 16.08.1942 |
| 6 | REDRAWN | 2.02.1959 |
| 7 | COMPARE PUBLIC PLAN | AR |
| 8 | LEASE INSPECTION | DAFWA |
| 9 | CONVERTED TO GEOMEDIA | V.Sivab |
| 10 | UPDATED INFRASTRUCTURE | R. GLOVER |

| MAP UPDATE HISTORY (CALLYTHARRA SPRINGS) | | |
|--|------------------------|------------|
| NO | DETAILS | DATE |
| 1 | DRAWN | 15.08.1926 |
| 2 | EX LESSEES | 14.8.1927 |
| 3 | EX LESSEE AND P.I. | 8.0.1928 |
| 4 | REDRAWN | 2.02.1929 |
| 5 | COMPARE PUBLIC PLAN | AR |
| 6 | Converted to Geomedia | 19.10.2009 |
| 7 | UPDATED INFRASTRUCTURE | R. GLOVER |

Department of Agriculture and Food

Produced By: Richard Glover, Development Officer, Camaroon
 Date: 31 August 2010
 Projection: Universal Transverse Mercator
 Datum: Geocentric Datum of Australia 1994
 Grid: Map Grid of Australia 1994 Zone 50

CAREY DOWNS & CALLYTHARRA SPRINGS

LEGEND

- WARMS sites
- Land Systems
- Homestead
- Station Boundary
- Other improvements
- Fences/Paddock Names
- Road
- Tracks
- Pipe Line
- Topographic features
- Hydrology Major
- Hydrology Minor
- WaterPoint label
- Tank, Trough
- Bore, Well, Dam (Equipped)
- Yard, Grid, Gate

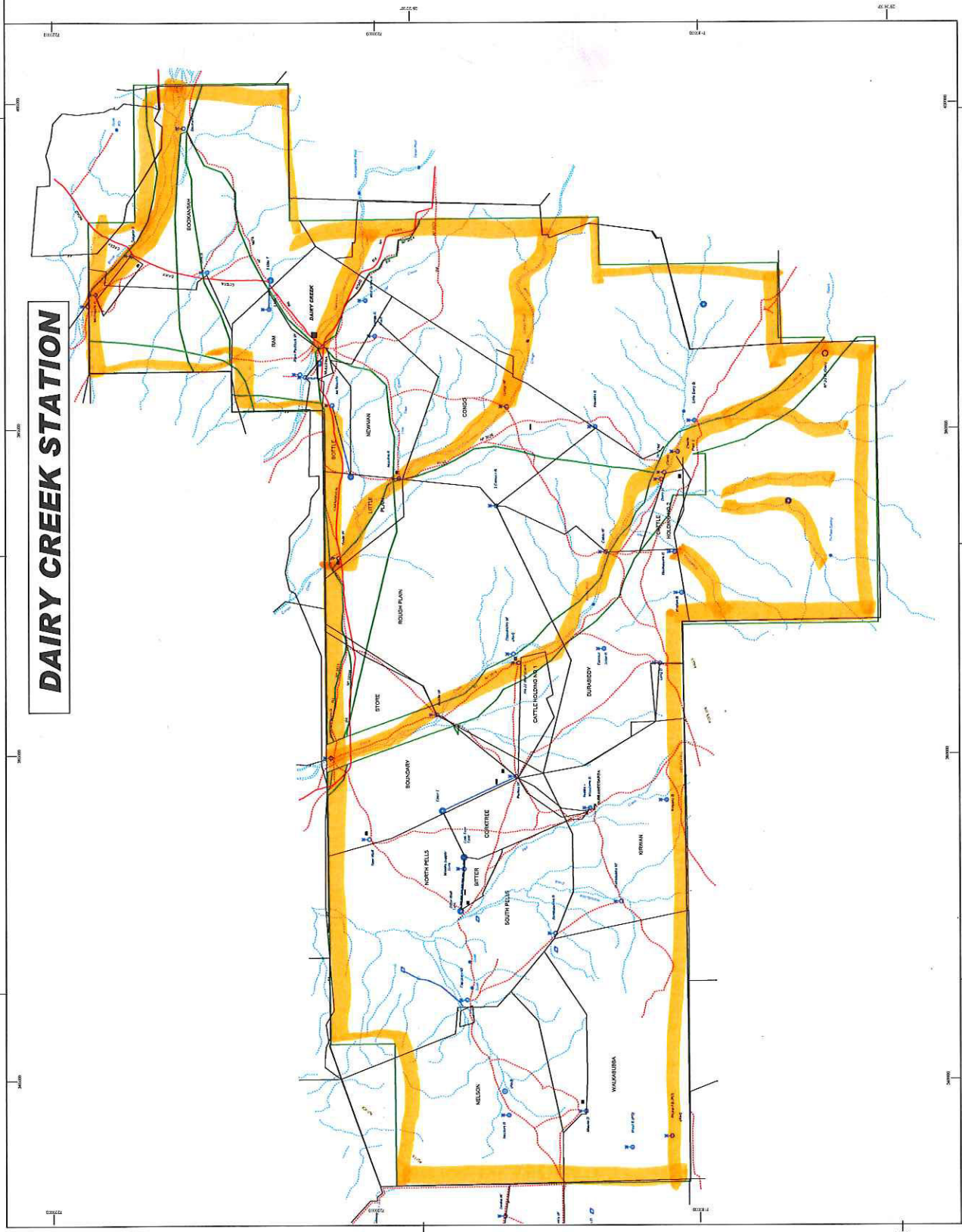
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DAIRY CREEK STATION

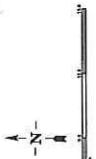
LEGEND

- WARMS allies
- LandSystems
- Homestead
- Station Boundary
- Other Improvements
- Forces / Paddock Names
- Hydrology_Major
- Hydrology_Minor
- Topographic features
- Road
- Tracks
- Pipe Line
- WaterPoint label
- Tank Trough
- Bore, Well, Dam (Equipped)
- Yard, Grid, Gate

Produced By: Valerie Shubb, Development Officer, Camaroon
 Date: 24 September 2009
 Projection: Universal Transverse Mercator
 Datum: Geocentric Datum of Australia 1984
 Code: Map Grid of Australia 1984 Zone 50
 Image:
 Last Information Update: 27 July 2007
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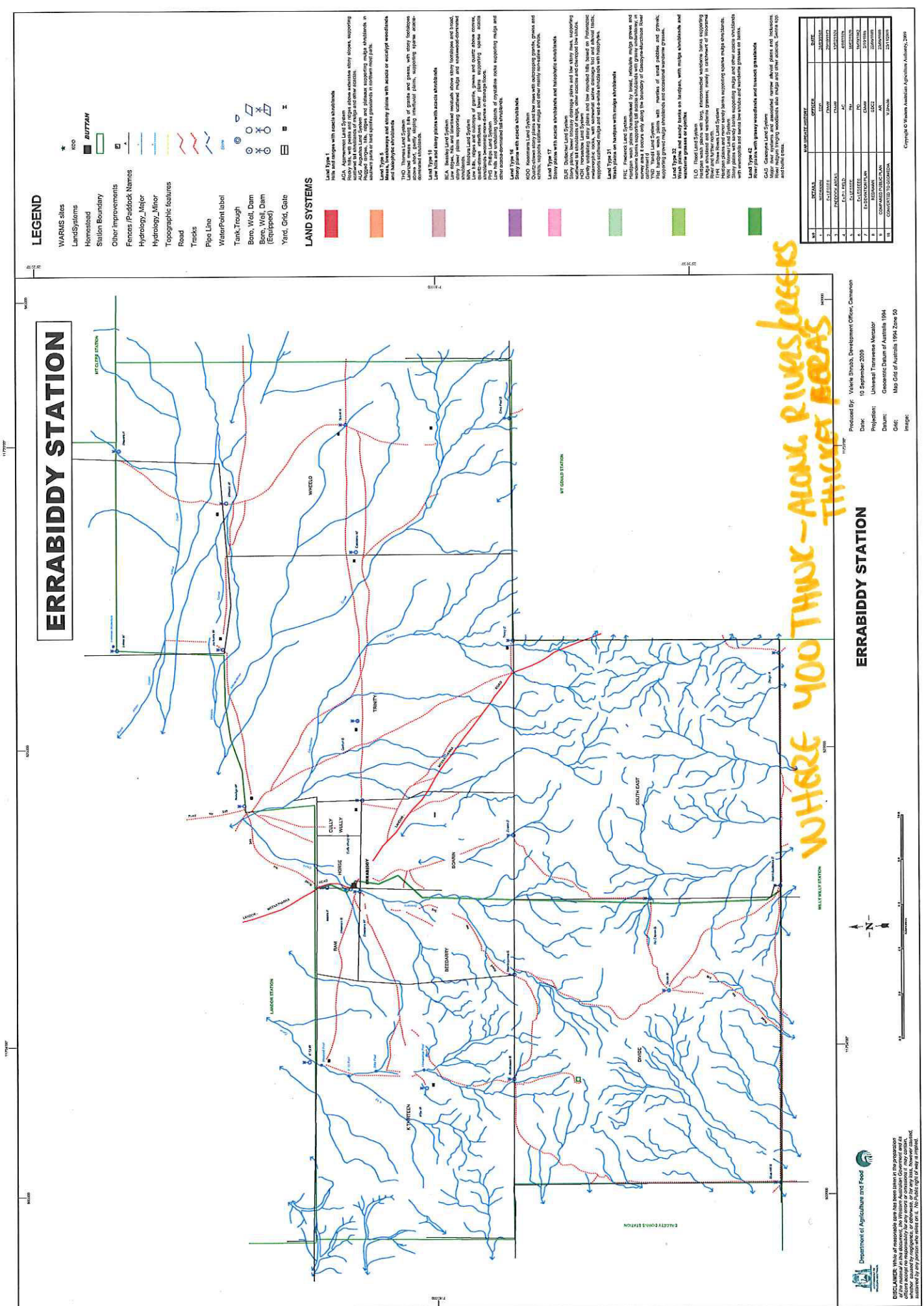


DAIRY CREEK STATION



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LEGEND

- WARMIS sites
- Land Systems
- Homestead
- Station Boundary
- Other Improvements
- Fences/Paddock Names
- Hydrology_Major
- Hydrology_Minor
- Topographic features
- Road
- Tracks
- Pipe Line
- WaterPoint label
- Tank/Trough
- Bore, Well, Dam (Equipped)
- Yard, Gate, Gate

LAND SYSTEMS

- Land Type 1**
Low hills and stony plains with **acacia** shrublands and **happypop shrublands**
- Land Type 2**
Low hills and stony plains with **acacia** shrublands and **happypop shrublands**
- Land Type 3**
Low hills and stony plains with **acacia** shrublands and **happypop shrublands**
- Land Type 4**
Low hills and stony plains with **acacia** shrublands and **happypop shrublands**
- Land Type 5**
Low hills and stony plains with **acacia** shrublands and **happypop shrublands**
- Land Type 6**
Low hills and stony plains with **acacia** shrublands and **happypop shrublands**
- Land Type 7**
Low hills and stony plains with **acacia** shrublands and **happypop shrublands**
- Land Type 8**
Low hills and stony plains with **acacia** shrublands and **happypop shrublands**
- Land Type 9**
Low hills and stony plains with **acacia** shrublands and **happypop shrublands**
- Land Type 10**
Low hills and stony plains with **acacia** shrublands and **happypop shrublands**
- Land Type 11**
Low hills and stony plains with **acacia** shrublands and **happypop shrublands**
- Land Type 12**
Low hills and stony plains with **acacia** shrublands and **happypop shrublands**
- Land Type 13**
Low hills and stony plains with **acacia** shrublands and **happypop shrublands**
- Land Type 14**
Low hills and stony plains with **acacia** shrublands and **happypop shrublands**
- Land Type 15**
Low hills and stony plains with **acacia** shrublands and **happypop shrublands**
- Land Type 16**
Low hills and stony plains with **acacia** shrublands and **happypop shrublands**
- Land Type 17**
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- Land Type 18**
Low hills and stony plains with **acacia** shrublands and **happypop shrublands**
- Land Type 19**
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- Land Type 20**
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- Land Type 21**
Low hills and stony plains with **acacia** shrublands and **happypop shrublands**
- Land Type 22**
Low hills and stony plains with **acacia** shrublands and **happypop shrublands**
- Land Type 23**
Low hills and stony plains with **acacia** shrublands and **happypop shrublands**
- Land Type 24**
Low hills and stony plains with **acacia** shrublands and **happypop shrublands**
- Land Type 25**
Low hills and stony plains with **acacia** shrublands and **happypop shrublands**
- Land Type 26**
Low hills and stony plains with **acacia** shrublands and **happypop shrublands**
- Land Type 27**
Low hills and stony plains with **acacia** shrublands and **happypop shrublands**
- Land Type 28**
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- Land Type 29**
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- Land Type 30**
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- Land Type 31**
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- Land Type 32**
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- Land Type 33**
Low hills and stony plains with **acacia** shrublands and **happypop shrublands**
- Land Type 34**
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- Land Type 35**
Low hills and stony plains with **acacia** shrublands and **happypop shrublands**
- Land Type 36**
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- Land Type 37**
Low hills and stony plains with **acacia** shrublands and **happypop shrublands**
- Land Type 38**
Low hills and stony plains with **acacia** shrublands and **happypop shrublands**
- Land Type 39**
Low hills and stony plains with **acacia** shrublands and **happypop shrublands**
- Land Type 40**
Low hills and stony plains with **acacia** shrublands and **happypop shrublands**
- Land Type 41**
Low hills and stony plains with **acacia** shrublands and **happypop shrublands**
- Land Type 42**
Low hills and stony plains with **acacia** shrublands and **happypop shrublands**
- Land Type 43**
Low hills and stony plains with **acacia** shrublands and **happypop shrublands**
- Land Type 44**
Low hills and stony plains with **acacia** shrublands and **happypop shrublands**
- Land Type 45**
Low hills and stony plains with **acacia** shrublands and **happypop shrublands**
- Land Type 46**
Low hills and stony plains with **acacia** shrublands and **happypop shrublands**
- Land Type 47**
Low hills and stony plains with **acacia** shrublands and **happypop shrublands**
- Land Type 48**
Low hills and stony plains with **acacia** shrublands and **happypop shrublands**
- Land Type 49**
Low hills and stony plains with **acacia** shrublands and **happypop shrublands**
- Land Type 50**
Low hills and stony plains with **acacia** shrublands and **happypop shrublands**

| NO. | SYMBOL | NAME | SYMBOL | DATE |
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| 2 | [Symbol] | TRINITY | 2000 | 2000 |
| 3 | [Symbol] | SOUTH EAST | 2000 | 2000 |
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| 48 | [Symbol] | ERRABIDDY | 2000 | 2000 |
| 49 | [Symbol] | ERRABIDDY | 2000 | 2000 |
| 50 | [Symbol] | ERRABIDDY | 2000 | 2000 |

ERRABIDDY STATION

ERRABIDDY STATION

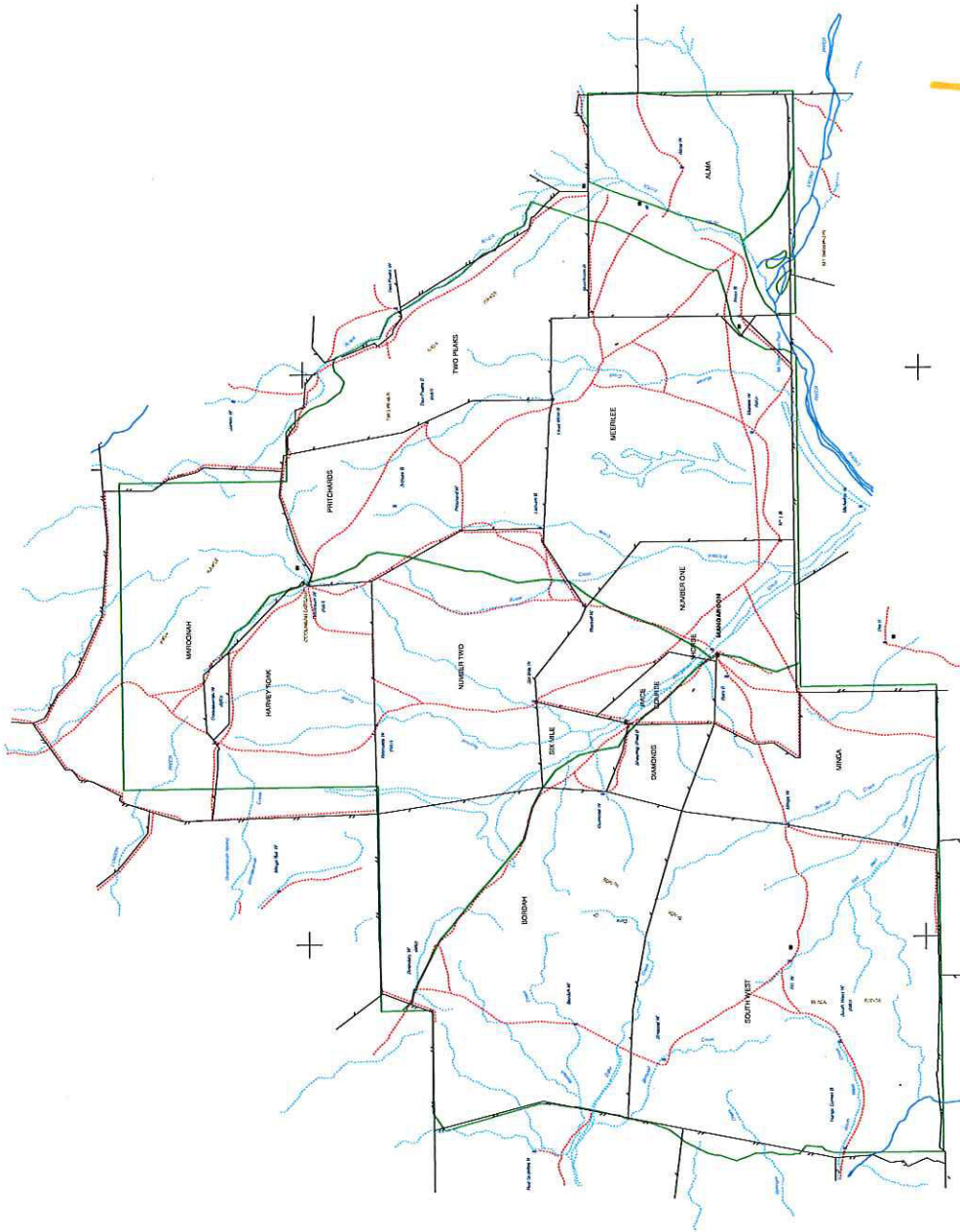
WHERE 400 THICK - ALONG RIVERS BEERS THICKER BEERS

Produced by: Veldt Shook Development Officer, Cairns
 Date: 10 September 2009
 Projection: Universal Transverse Mercator
 Datum: Mean Sea Level
 Grid: MGRS
 Inset:



LEGEND

- WARMS sites
- LaneSystems
- Homestead
- WaterPoint Label
- Other Improvements
- Fences/Paddock Names
- Hydrology_Major
- Hydrology_Minor
- Topographic features
- Road
- Tracks
- Stallion Boundary
- Tank_Trough
- Born_Wall_Dum
- Born_Wall_Dam (Equipment)
- Yard_Gate_Gate



**WHERE YOU THINK - ALONG RIVERS/CREES.
- THICKET AREAS**



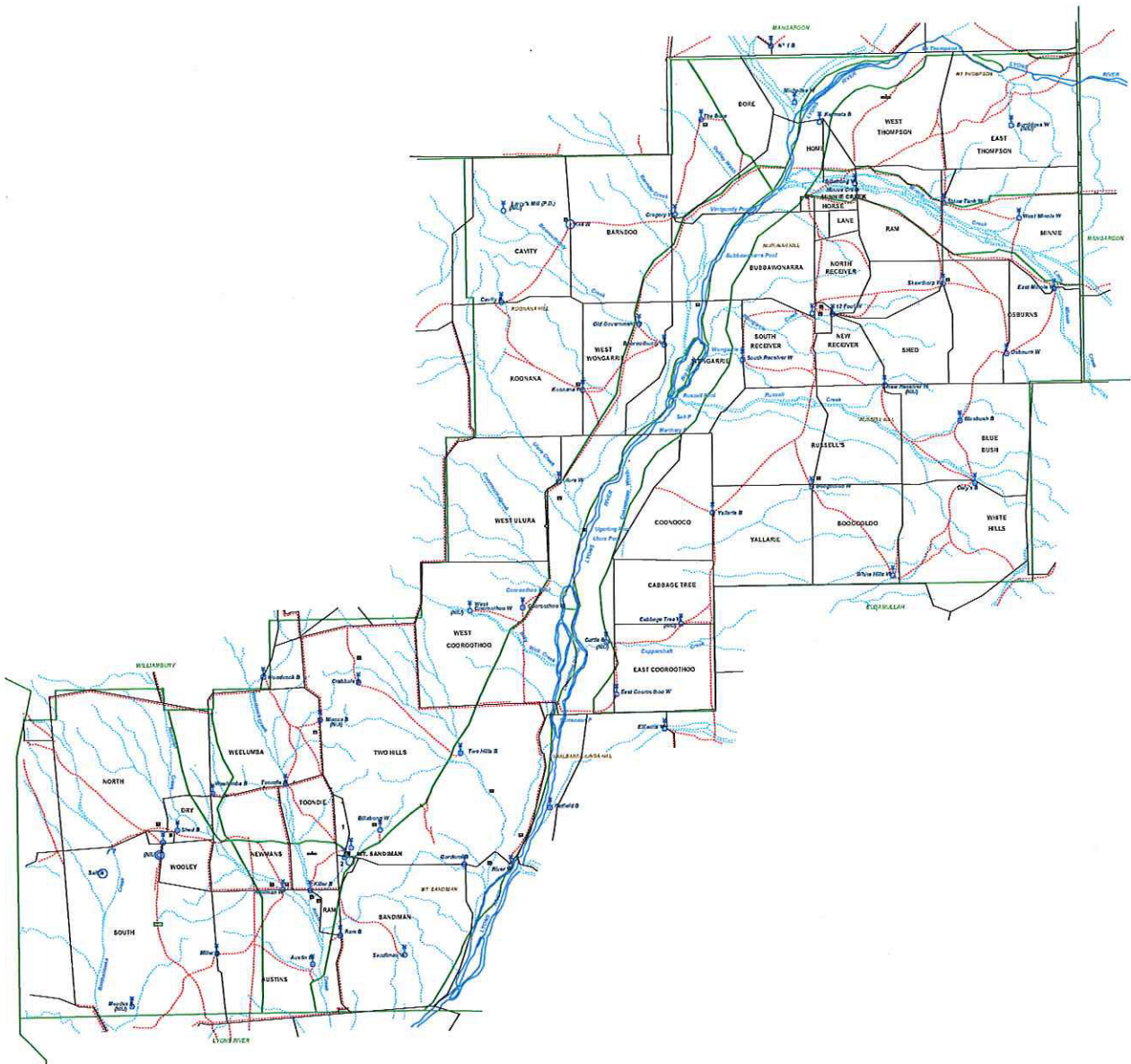
MANGAROO

Prepared By: Richard Clove, Development Officer, Camaroon
 Date: 3 November 2008
 Datum: Geospatial Datum of Australia (GDA94)
 Projection: Universal Transverse Mercator, zone 50

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MINNIE CREEK STATION



Produced By: Valérie Strick, Development Officer, Carnarvon
 Date: 21 August 2011
 Projection: Universal Transverse Mercator
 Datum: Geocentric Datum of Australia 1994
 Grid: Map Grid of Australia 1994 Zone 50
 Scale: 1:50,000

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MINNIE CREEK STATION

| NO | DETAILS | OFFICER | DATE |
|----|-----------------------|----------------|------------|
| 1 | AERIAL PHOTO | HSB | 18/04/1989 |
| 2 | EXELEASE | FRS | 31/11/1989 |
| 3 | EXFIELD | CVSW | 27/09/1972 |
| 4 | INDUSTRY | CVSW | 18/09/1973 |
| 5 | EXFIELD PLAN | CSA | 10/11/2007 |
| 6 | EXELEASE | CVSW | 20/11/1977 |
| 7 | DIGITAL EDITION | DOLA | 20/05/2001 |
| 8 | COMPASSED PAVING PLAN | DSB | 1/01/1981 |
| 9 | SUPPATED | DOLA | 26/02/2009 |
| 10 | CONVERTED TO GEOMEDIA | RICHARD GLOVER | 26/01/2009 |



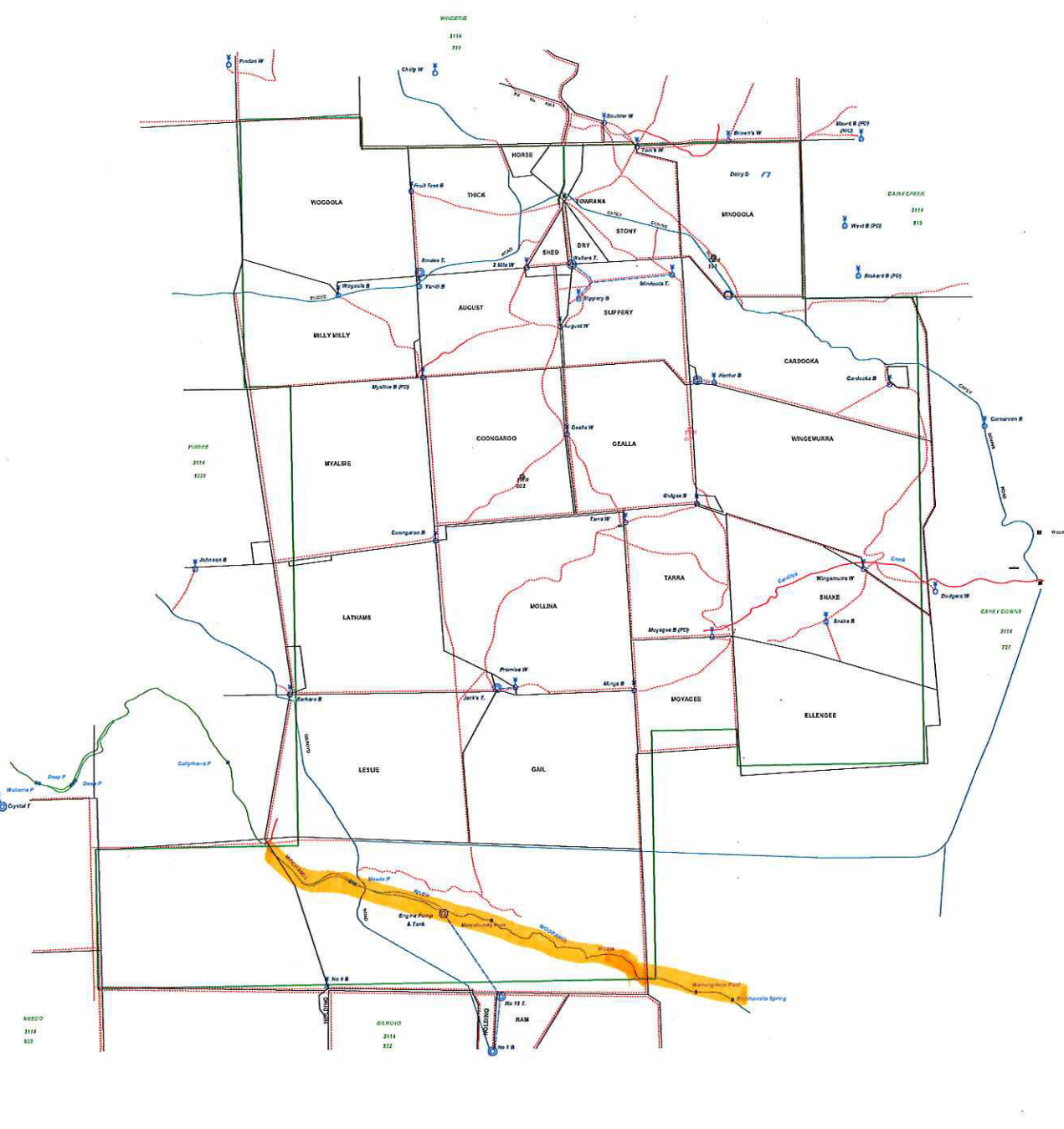
LEGEND

- Homestead: BUTTAN
- Station Boundary:
- Fences/Paddock Names:
- Hydrology_Major:
- Hydrology_Minor:
- Topographic features:
- WARMs sites:
- Other improvements:
- Yard:
- Hydrology_Direction:
- Hill:
- 1.5 to 3km buffer zones around water points:
- Road:
- Tracks:
- Pipe Line:
- Water Point label:
- Tank/Trough:
- Bore, Well, Dam:
- Bore, Well, Dam (Equipped):
- PMS_AGD:
- BENCHMARK_AGD:

MONITORING SITE LEGEND

- WARMs sites:
- PMS_AGD:
- BENCHMARK_AGD:

TOWRANA STATION



TOWRANA STATION

Produced By: Valerie Shrubbs, Development Officer, Camaroon
 Date: 12 May 2011
 Projection: Universal Transverse Mercator
 Datum: Geocentric Datum of Australia 1994
 Grid: Map Grid of Australia 1994 Zone 50
 Scale: 1:75,000
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| MAP UPDATE HISTORY | | | |
|--------------------|-----------------------|---------|------------|
| NO | DETAILS | OFFICER | DATE |
| 1 | | WVIC | 18/12/1965 |
| 2 | | MOB | 18/04/1967 |
| 3 | EX LESSEES | AC | 4/01/1970 |
| 4 | EX FIELD | CVOW | 18/10/1972 |
| 5 | EX FIELD | AGR | 18/07/1978 |
| 6 | EX LESSEES | GO | 19/11/1982 |
| 7 | DIGITAL BOUNDARY | DCLA | 8/01/1991 |
| 8 | COMPARED PUBLIC PALM | GCA | 22/10/1991 |
| 9 | EX LESSEES | DOFA | 29/10/1994 |
| 10 | CONVERTED TO GEONEDIA | VSHRUBS | 12/05/2011 |

LEGEND

- Homestead
- Station Boundary
- Other Improvements
- Fences/Paddock Names
- Hydrology_Major
- Hydrology_Minor
- Topographic features
- Road
- Tracks
- Pipe Line
- Water Point label
- Tank, Trough
- Bore, Well, Dam (Equipped)
- Yard
- WARMS sites



**2019 Aerial Baiting Program
Report Section E**

From: [Chief Pilot](#)
To: [Dave Higgs](#)
Subject: FW: UG Baiting Maps 2019
Date: Thursday, October 24, 2019 10:10:05 AM
Attachments: [UG Baiting Maps 2019.kml](#)
[UG Baiting Maps 2019.kml](#)
[UG Baiting Maps 2019.kml](#)
[Upper Gascoyne UG Baiting.PDF](#)

Hi Dave,

Attached is the aerial baiting tracks, all you need is Google Earth to overlay these tracks.
Thanks for organising it so well, good run.

Cheers

Rollo

From: Scott Morgan [mailto:scottmorgan@outlook.com.au]
Sent: Thursday, 24 October 2019 9:22 AM
To: Chief Pilot
Subject: UG Baiting Maps 2019

Scott Morgan
0406 149 411

DAILY CHARTER FLIGHT SHEET

Norwest Air Work
CHARTER - SCHEDULE - AIRCRAFT - AIRLINE - AIRPORT



CHARTER WORK

QUOTE:

DATE: 21 / 10 / 19

PILOT: ER

AIRCRAFT: ESU

CLIENT:

PAID/UNPAID

INVOICE / CASH / EFTPOS / CREDIT / OTHER

STBY ON:

OFF:

TOTAL:

PO#

BOOKING#

Yann Thavara
 MT Phillip
 Ferry
 MT Augustas
 Ferry

| DEP | ARR | START UP | SHUT DOWN | VDO TOTAL | WHEELS OFF | WHEELS ON | A/S TOTAL | FUEL ADD | FUEL START | FUEL USED | FUEL RATE | FUEL REM |
|------------|-----|----------|-----------|-----------|------------|-----------|-----------|----------|------------|-----------|-----------|----------|
| YIN | YIN | 0630 | 0833 | 2.0 | | | 1.9 | | 200 | 105 | 53 | 95 |
| YIN | YIN | 0900 | 1038 | 1.6 | | | 1.5 | 105 | 200 | 89 | 56 | 111 |
| YIN | MAU | 1100 | 130 | 0.5 | | | 0.4 | 177 | 288 | 28 | 56 | 260 |
| MAU | MAU | 1140 | 1317 | 1.6 | | | 1.5 | | 260 | 98 | 61 | 162 |
| MAU | YIN | 1345 | 1420 | 0.6 | | | 0.5 | 100 | 262 | 37 | 62 | 225 |
| | | | | | | | | | | | | |
| | | | | | | | | | | | | |
| | | | | | | | | | | | | |
| | | | | | | | | | | | | |
| | | | | | | | | | | | | |
| | | | | | | | | | | | | |
| ETM | IAS | OAT | PRESS ALT | MAP | RPM | FUEL FLOW | EGT | CYC TEMP | OIL TEMP | OIL PRESS | VAC | AMP/VOLT |
| LEFT/FRONT | | | | | | | | | | | | |
| RIGHT/REAR | | | | | | | | | | | | |

PAX/FREIGHT MANIFEST - LEG 1

| NAME | WEIGHT | FROM | TO |
|-----------|--------|------|-----|
| Pic | 80 | YIN | YIN |
| S. Morgan | 80 | " | " |
| | | | |
| | | | |
| | | | |

PAX/FREIGHT MANIFEST - LEG 2

| NAME | WEIGHT | FROM | TO |
|-----------------|--------|------|-----|
| Pic | 80 | MAU | MAU |
| S. Morgan | 80 | " | " |
| D. Hammersquest | 100 | " | " |
| | | | |
| | | | |

WEIGHT CALCULATION - LEG 1

| | |
|----------------|------|
| EMPTY WEIGHT | 925 |
| FUEL | 144 |
| PAX WEIGHT | 160 |
| BAGGAGE WEIGHT | 300 |
| AUW | 1529 |
| MTOW | 1633 |

WEIGHT CALCULATION - LEG 2

| | |
|----------------|------|
| EMPTY WEIGHT | 725 |
| FUEL | 187 |
| PAX WEIGHT | 260 |
| BAGGAGE WEIGHT | 260 |
| AUW | 1622 |
| MTOW | 1633 |

DAILY CHARTER FLIGHT SHEET

Norwest Air Work
Charter Air Service - Maintenance - Flight School - Training



CHARTER AIRWORK

QUOTE:

DATE: 23/10/14

PILOT: CR

AIRCRAFT: E55

CLIENT: UPPER CASSEYNE Shore PAID/UNPAID

INVOICE / CASH / EFTPOS / CREDIT / OTHER

STBY ON: OFF: TOTAL:

PO# BOOKING#

Furn
 Minnie/Mary
 Mary/Eleanor
 Fern
 Cassin Dus
 Fern

| DEP | ARR | START UP | SHUT DOWN | VDO TOTAL | WHEELS OFF | WHEELS ON | A/S TOTAL | FUEL ADD | FUEL START | FUEL USED | FUEL RATE | FUEL REM |
|------------|------------|----------|-----------|-----------|------------|-----------|-----------|----------|------------|-----------|-----------|----------|
| Yiu | Minnie Gs | 0530 | 0556 | 0.4 | | | 0.3 | 265 | 23 | 57 | 242 | |
| Mc | Mc | 0615 | 0758 | 1.6 | | | 1.5 | 242 | 58 | 58 | 154 | |
| Mc | Mc | 0818 | 1011 | 1.8 | | | 1.7 | 46 | 200 | 93 | 55 | 107 |
| Mc | Cassin Dus | 1036 | 1130 | 0.9 | | | 0.8 | 151 | 288 | 56 | 62 | 232 |
| C. Dus | C. Dus | 1146 | 1315 | 1.4 | | | 1.3 | 232 | 90 | 64 | 142 | |
| C. Dus | SHK | 1337 | 1440 | 0.9 | | | 0.8 | 146 | 288 | 61 | 67 | 227 |
| ETM | IAS | OAT | PRESS ALT | MAP | RPM | FUEL FLOW | EGT | CYC TEMP | OIL TEMP | OIL PRESS | VAC | AMP/VOLT |
| LEFT/FRONT | | | | | | | | | | | | |
| RIGHT/REAR | | | | | | | | | | | | |

PAX/FREIGHT MANIFEST - LEG 1

| NAME | WEIGHT | FROM | TO |
|-----------|--------|------|----|
| Pic | 80 | Mc | Mc |
| S. Margen | | | |
| | | | |
| | | | |
| | | | |

PAX/FREIGHT MANIFEST - LEG 2

| NAME | WEIGHT | FROM | TO |
|-----------|--------|------|-----|
| Pic | 80 | C.D | C.D |
| S. Margen | 80 | | |
| | | | |
| | | | |
| | | | |

WEIGHT CALCULATION - LEG 1

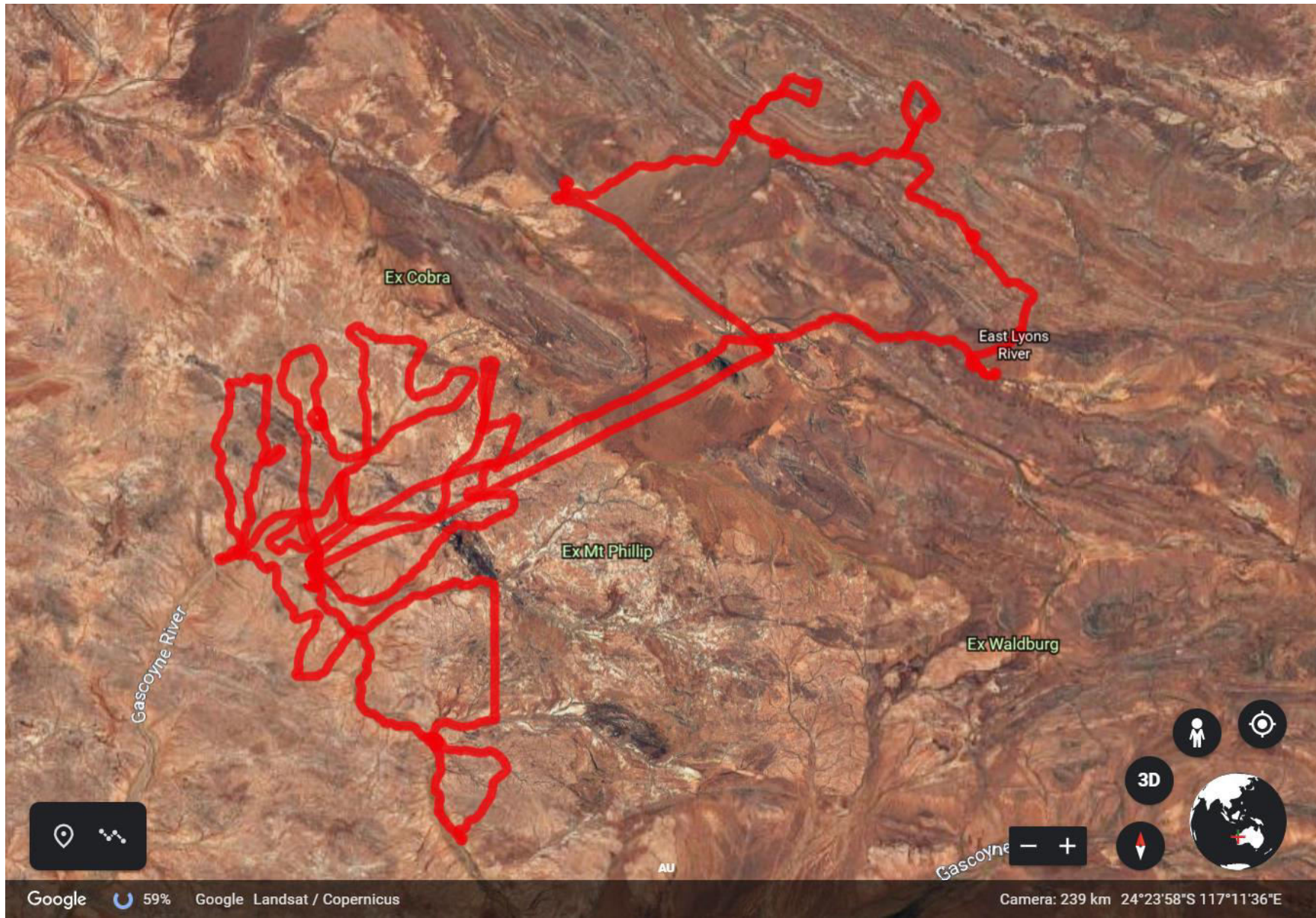
| | |
|----------------|------|
| EMPTY WEIGHT | 925 |
| FUEL | 174 |
| PAX WEIGHT | 160 |
| BAGGAGE WEIGHT | 300 |
| AUW | 1559 |
| MTOW | 1633 |

WEIGHT CALCULATION - LEG 2

| | |
|----------------|------|
| EMPTY WEIGHT | 925 |
| FUEL | 167 |
| PAX WEIGHT | 100 |
| BAGGAGE WEIGHT | 300 |
| AUW | 1552 |
| MTOW | 1633 |







Ex Cobra

East Lyons
River

Ex Mt Phillip

Ex Waldburg

Gascoyne River

AU

Gascoyne