

Signed: 20 MAY 2025
President: 

SHIRE OF LEONORA



**MINUTES OF ORDINARY COUNCIL MEETING
HELD IN COUNCIL CHAMBERS, LEONORA
ON TUESDAY 15TH APRIL, 2025
COMMENCING AT 10:04AM.**

SHIRE OF LEONORA
ORDER OF BUSINESS FOR MEETING HELD
TUESDAY 15TH APRIL, 2025.

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Signed: 20 MAY 2025

President:

15 APRIL 2025

ORDINARY COUNCIL MEETING MINUTES

1.0 DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS

1.1 The Shire President, Cr PJ Craig declared the meeting open at 10:04am.

1.2 Visitors or members of the public in attendance
Nil

2.0 DISCLAIMER NOTICE

3.0 COUNCIL MEETING INFORMATION NOTES

4.0 PUBLIC QUESTION TIME

4.1 RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE
Nil

4.2 PUBLIC QUESTION TIME
Nil

5.0 ANNOUNCEMENT FROM THE PRESIDING MEMBER

Shire President, Cr PJ Craig made the following announcements;

- Cactus Hunters, Don Burnside and John Morrissey are currently working in town with Cr Ross Norrie assisting their efforts. There are new infestations appearing throughout the Shire. Hopefully, a full report will be made available before the end of this financial year. There is also the possibility of new funding.
- On Friday the 11th April, Rick Wilson MP made a brief visit to Leonora. We visited the Leonora Safe House, which is coming along really well and discussed other funding sources also.
- Interviews for the Manager of Works and Services position have been completed. An offer has been made, we await the return of forms.
- The GVROC and Northern Goldfields Working Group meetings were held in Esperance on Friday the 28th March.

6.0 RECORD OF ATTENDANCE / APOLOGIES / LEAVE OF ABSENCE

6.1 Attendance

President (Chairperson)
Deputy President
Councillors

PJ Craig
RA Norrie
RM Cotterill
F Harris

ORDINARY COUNCIL MEETING MINUTES

Chief Executive Officer
Executive Assistant
Manager Business Services
Manager Community Services

AE Taylor
LR Petersen
TM Nardone
TD Matson
SC Watene
KJ Lord
AW Baxter

Visitors

6.2 Apologies
Nil

6.3 Applications for Leave of Absence
Nil

6.4 Approved Leave of Absence

7.0 DECLARATION OF INTEREST

7.1 Declaration of Financial Interest
Nil

7.2 Declaration of Proximity Interest
Nil

7.3 Declaration of Impartiality Interest
Nil

8.0 CONFIRMATION OF MINUTES FROM PREVIOUS MEETING

COUNCIL DECISION

Moved: Cr RM Cotterill

Seconded: Cr LR Petersen

That the minutes of the Ordinary Council Meeting held on 18 March, 2025 be confirmed.

CARRIED (7 VOTES TO 0)
*For; Cr PJ Craig, Cr RA Norrie, Cr RM Cotterill,
Cr AE Taylor, Cr LR Petersen, Cr TM Nardone*

Signed: 28 MAY 2025
President: 
15 APRIL 2025

ORDINARY COUNCIL MEETING MINUTES

9.0 PRESENTATIONS

9.1 Petitions
Nil

9.2 Presentations
Nil

9.3 Deputations
Nil

9.4 Delegates Reports
Nil

10.0 REPORTS

10.1 REPORTS OF AUDIT AND RISK COMMITTEES
Nil

ORDINARY COUNCIL MEETING MINUTES

10.0 REPORTS

10.2 CHIEF EXECUTIVE OFFICER REPORTS

10.2.(A) ROADS TO RECOVERY - CHANGE TO PROGRAM

SUBMISSION TO: Ordinary Council Meeting
Meeting Date: 15th April 2025

AGENDA REFERENCE: 10.2.(A) APR 25

SUBJECT: Roads to Recovery - Change to Program

LOCATION/ADDRESS: Leonora

NAME OF APPLICANT: Shire of Leonora

FILE REFERENCE: 7.20

AUTHOR, DISCLOSURE OF ANY INTEREST AND DATE OF REPORT

NAME: Ty Matson

OFFICER: Chief Executive Officer

INTEREST DISCLOSURE: Nil

DATE: 2nd April 2025

SUPPORTING DOCUMENTS: Nil

BACKGROUND

A requirement of the Federal Governments Roads to Recovery Program is to produce a 5 year program for road construction and maintenance.

The program that was approved for the 2019 – 2024 Roads to Recovery Program included the intersection treatments for Kurrajong St and all the intersections that cross the street. During the Roads to Recovery period, this project was not progressed as a capital works program. There were several reasons for this; including the road rating on the RAV schedule and timing issues regarding when Mainroads contractors were undertaking sealing works in the areas.

Recent discussions with the Road to Recovery Project Management has indicated that the project could be moved if the project is no longer required.

With increasing road train traffic on the Leonora Nambi Rd and the current project for formalising the bypass, the need to upgrade the Nambi have become evident. These works will include road upgrades, lighting, flood risk reduction, Nambi Village safety fencing, safer intersection, light, and sound reduction works. Work is currently underway with a Hydrology study being undertaken to inform the design of the bypass road.

STAKEHOLDER ENGAGEMENT

There have been initial stakeholder conversations regarding the bypass with residents and mining companies. The residents would like to see improvement in safety, noise reduction and the flooding problems that previous road construction has created.

ORDINARY COUNCIL MEETING MINUTES

STATUTORY ENVIRONMENT

Nil

POLICY IMPLICATIONS

This matter is considered urgent due to the funding being outside of the original time period. The Department of Infrastructure, Regional Development, Communities and Arts has requested that Council make an urgent submission to redirect the funding.

Therefore the matter is being considered under Councils A 1.10 Policy *Approvals at Short Notice*.

FINANCIAL IMPLICATIONS

There is no budget impact as the funding has been committed and changes to schedule are subject to change during the term of the Roads to Recovery cycle.

STRATEGIC IMPLICATIONS

This project is part of the Councils desire to create a bypass for RAV vehicles (Road Trains) around the township for the safety and amenity of the township.

RISK MANAGEMENT

These works will include road upgrades, lighting, flood risk reduction, Nambi Village safety fencing, safer intersection, light, and sound reduction works. There are significant issues with the current road that require action for the health and wellbeing of residents as well as the road users. This work will assist in the risk reduction to our community.

RECOMMENDATIONS

Notes that the following resolution was made by Council out of session:

1. That Council request the Department of Infrastructure, Regional Development, Communities and Arts to reallocate the funding from the Kurrajong St intersection improvements to the Leonora Nambi Rd upgrades SLK 0.00 – SLK 0.80.

VOTING REQUIREMENT

Simple Majority

COUNCIL DECISION

Moved: Cr LR Petersen

Seconded: Cr TM Nardone

Notes that the following resolution was made by Council out of session:

1. That Council request the Department of Infrastructure, Regional Development, Communities and Arts to reallocate the funding from the Kurrajong St intersection improvements to the Leonora Nambi Rd upgrades SLK 0.00 – SLK 0.80.

CARRIED (7 VOTES TO 0)

For; Cr PJ Craig, Cr RA Norrie, Cr RM Cotterill,
Cr AE Taylor, Cr LR Petersen, Cr TM Nardone

ORDINARY COUNCIL MEETING MINUTES

10.0 REPORTS

10.2 CHIEF EXECUTIVE OFFICER REPORTS

10.2.(B) LEONORA VILLAGE LIQUOR LICENCE IN HOUSE APPLICATION

SUBMISSION TO: Ordinary Council Meeting
Meeting Date: 15th April 2025

AGENDA REFERENCE: 10.2.(B) APR 25

SUBJECT: Leonora Village Liquor Licence In House Application

LOCATION/ADDRESS: 1B Rochester Street, Leonora

NAME OF APPLICANT: Jessica Carcuro

FILE REFERENCE: 33.1.0

AUTHOR, DISCLOSURE OF ANY INTEREST AND DATE OF REPORT

NAME: Ty Matson

OFFICER: Chief Executive Officer

INTEREST DISCLOSURE: Nil

DATE: 2nd April 2025

SUPPORTING DOCUMENTS: Nil

BACKGROUND

Outback Parks and Lodges have recently undertaken a major upgrade to the Leonora Caravan Park, now known as Leonora Village. This has included the addition of 110 rooms, laundry facilities, a mess and other infrastructure. The site is nearing completion and as part of the process the operators are seeking a liquor licence to complement their dining services.

The applicant is applying to the to the Director of Liquor Licencing for a Tavern Restricted licence. As part of the application the following information was provided to the Shire:

Application for liquor sales strictly only to in-house guests. Trading hours planned to be within the hours of 4pm to 8pm daily to foster a positive community environment for FIFO workers and tourists staying at Leonora Village.

When an application for a liquor licence is made the applicant must seek a Section 39 Certificate and a Section 40 Certificate under the *Liquor Control Act 1988*. Section 39 requires the local government to state if the application complies with relevant laws such as the *Health (Miscellaneous Provisions) Act 1911* and the *Food Act 2008*. The site has been assessed by the Shire of Leonora Environmental Health Officer as complying with all laws pertaining to section 39.

The Section 40 Certificate requires the Shire to confirm that the proposed activity complies with the Shire's planning provisions. The CEO confirms that the proposed activities comply with all planning provisions.

The applicant has previously submitted a request to serve non-resident and resident guests' alcohol. This was heard by Council at the February Ordinary Council Meeting. That application has been withdrawn and therefore this application is being treated as a new matter before Council.

ORDINARY COUNCIL MEETING MINUTES

STAKEHOLDER ENGAGEMENT

Stakeholder engagement has occurred around the original development application made for this project, and the applicant has discussed their intent to apply for a liquor licence with relevant stakeholders prior to this application.

STATUTORY ENVIRONMENT

The Shire of Leonora Local Planning Scheme No. 2 deals with all land use matters within the Shire. The *Liquor Control Act 1988* makes the following provisions:

39. Certificate of local government as to whether premises comply with laws

- (1) An application made to the licensing authority for the grant or removal of a licence, or for a change in the use or condition of any premises shall be accompanied by a certificate from the local government for the district in which the premises to which the application relates are situated, or are to be situated, unless the licensing authority otherwise determines.*
- (2) A certificate referred to in subsection (1) shall state —*
 - (a) whether or not the premises comply with all relevant requirements of —*
 - (i) the Health (Miscellaneous Provisions) Act 1911; and*
 - (ia) the Food Act 2008; and*
 - (ii) any written law applying to the sewerage or drainage of those premises; and*
 - (iii) the Local Government Act 1995; and*
 - (iv) the Building Act 2011;*
 - and*
 - (b) where the premises do not so comply, the manner in which the premises could be made to comply or that the premises could not reasonably be made to comply.*
 - (3) The licensing authority may, where it is satisfied that it is desirable to do so, impose a condition on a licence relating to the submission, or further submission, to the licensing authority of a certificate referred to in subsection (1).*

40. Certificate of planning authority as to whether use of premises complies with planning laws

- (1) An application made to the licensing authority for the grant or removal of a licence, or for a change in the use or condition of any premises must be supported by a certificate from the authority responsible for planning matters in the district in which the premises to which the application relates are situated, or are to be situated, unless the licensing authority otherwise determines.*
- (2A) The certificate referred to in subsection (1) is not required to be provided at the same time as the application, but the application cannot be granted until the certificate has been provided to the licensing authority, unless the licensing authority otherwise determines.*
- (2) A certificate referred to in subsection (1) shall state that the proposed use of the premises —*

- (a) *will comply with the requirements of the written laws relating to planning specified; or*
 - (b) *would comply with the requirements specified if consent were to be given by a specified authority, if it is known whether that authority will give the consent, and what specified conditions or specifications should be, or are likely to be, imposed; or*
 - (c) *will not comply with the requirements specified for the reasons specified.*
- (3) *In this section —*
specified means specified in the planning certificate.
- (4) *The licensing authority may, where it is satisfied that it is desirable to do so, impose a condition on a licence relating to the submission, or further submission, to the licensing authority of a certificate referred to in subsection (1).*

POLICY IMPLICATIONS

This matter is being dealt with 'out of session' as per Councils Policy A 1.10 - *Approvals at short notice*. The matter is considered urgent as the Director of Liquor Licencing has requested information from the applicant within 10 days. Council is not due to sit for another 14 days.

FINANCIAL IMPLICATIONS

There are no financial implications for Council.

STRATEGIC IMPLICATIONS

There are no strategic implications resulting from the recommendation of this report.

RISK MANAGEMENT

Council is being requested to endorse the CEO's intent to provide the section 39 and 40 certificates. The certificates simply request that the Shire of Leonora confirm that the applicant complies with Health and Planning Laws. This is the case so no risk can be attached to providing the certificates.

ORDINARY COUNCIL MEETING MINUTES

RECOMMENDATIONS

Notes that the following resolution was made out of sessions:

That Council requests

1. *authorise the CEO to issue a 40 certificate to the applicant in preparation for their licence application to the Western Australian Department of Racing and Gaming;*
2. *instruct the CEO to stipulate that compliance with local planning laws is contingent on the sale and service of alcohol being restricted to in house guests; and*
3. *authorise the CEO to issue a Certificate 39 to the applicant preparation for their licence application to the Western Australian Department of Racing and Gaming*

VOTING REQUIREMENT

Simple Majority

COUNCIL DECISION

Moved: Cr TM Nardone

Seconder: Cr RA Norrie

Notes that the following resolution was made out of sessions:

That Council requests

1. *authorise the CEO to issue a 40 certificate to the applicant in preparation for their licence application to the Western Australian Department of Racing and Gaming;*
2. *instruct the CEO to stipulate that compliance with local planning laws is contingent on the sale and service of alcohol being restricted to in house guests; and*
3. *authorise the CEO to issue a Certificate 39 to the applicant preparation for their licence application to the Western Australian Department of Racing and Gaming*

CARRIED (7 VOTES TO 0)

*For; Cr PJ Craig, Cr RA Norrie, Cr RM Cotterill,
Cr AE Taylor, Cr LR Petersen, Cr TM Nardone*

ORDINARY COUNCIL MEETING MINUTES

10.0 REPORTS

10.3 MANAGER OF BUSINESS SERVICES

10.3.(A) WRITE OFF BAD DEBT

SUBMISSION TO: Ordinary Council Meeting
 Meeting Date: 15th April 2025

AGENDA REFERENCE: 10.3.(A) APR 25

SUBJECT: Write Off Bad Debt

LOCATION/ADDRESS: Not Applicable

NAME OF APPLICANT: Shire of Leonora

FILE REFERENCE: Debt Write-Off 16.11

AUTHOR, DISCLOSURE OF ANY INTEREST AND DATE OF REPORT

NAME: Kiara Lord

OFFICER: Manager Business Services

INTEREST DISCLOSURE: Nil

DATE: 4th April 2025

SUPPORTING DOCUMENTS: Nil

BACKGROUND

As part of the Shire's end of month procedures, an ageing receivables summary is run, and the finance team follow up on any debtors where their debt is greater than 90 days, or where it is suspected that this debt may continue if no action is taken. Reminders are issued, and where possible, the supplier contacted directly to request a payment date, where a payment can may be negotiated and approved by the CEO.

Where the supplier is not responding, and the value of the recovered funds higher than the cost to the shire for its recovery, these will be recommended to our debt recovery service.

During the December, 2024 end of month procedure, there were several debts flagged as being greater than 90 days overdue, or getting closer to 90 days overdue with minimal information to assist with recovery. These have been closely monitored over the past three months, and as of the March, 2024 end of month reconciliations, were still outstanding.

Details for these are as follows:

Debtor	Amount	Reason	Date
Eddie/Edward Ryder	\$1,954.39	Electricity usage while in Shire Housing (Reimbursement)	March to June 2024
Relationships Australia	\$55.00	JG Epis Centre Hire – Counselling	02/06/2023
Wakamurru Aboriginal Corporation	\$75.00	JG Epis Centre Hire – Meetings	16/08/2023

ORDINARY COUNCIL MEETING MINUTES

15 APRIL 2025

Yorgum Healing Services	\$75.00	JG epis Centre Hire - Workshop	30/10/2024
Total	\$2,159.39		

These have been raised with the CEO, and a decision has been made to refer these to Council for write-off, as the costs of recovery outweigh the income we will receive.

STAKEHOLDER ENGAGEMENT

The Shire of Leonora Finance Officer has worked with the Accounts Officers to try and contact all debtors noted above without success, and do not have sufficient information to refer to debt collection without additional costs to the Shire.

STATUTORY ENVIRONMENT

In accordance with Section 6.12 (1)(c) of the *Local Government Act, 1995*,

Power to defer, grant discounts, waive or write off debts

- (1) Subject to subsection (2) and any other written law, a local government may –
 - (a) When adopting the annual budget, grant a discount or other incentive for the early payment of any amount of money;
 - (b) Waive or grant concessions in relation to any amount of money; or
 - (c) Write off any amount of money,Which is owed to the local government

POLICY IMPLICATIONS

There are no policy implications resulting from the recommendation of this report

FINANCIAL IMPLICATIONS

A total figure of \$2,159.39 will be unable to be recovered in relation to Income account I103431, reducing overall income for the 24/25 FY by this amount.

STRATEGIC IMPLICATIONS

There are no strategic implications resulting from the recommendation of this report.

RISK MANAGEMENT

Debtor Management has been identified in our Risk Management Plan, however the overall risk profile for this item is noted as “low”. This debt was identified through the current end of month procedures, and the possibility of future requirements to write off debt for similar circumstances is minimal due to enforcement of these. Our internal operating procedures continue to evolve to further reduce future risk associated with bad debtors.

ORDINARY COUNCIL MEETING MINUTES

RECOMMENDATIONS

That Council resolve to write off the total debt of **\$2,159.39** and that the necessary book transactions be undertaken comprising of:

Debtor	Amount
Eddie/Edward Ryder	\$1,954.39
Relationships Australia	\$55.00
Wakamurru Aboriginal Corporation	\$75.00
Yorgum Healing Services	\$75.00

VOTING REQUIREMENT

Absolute Majority

COUNCIL DECISION

Moved: Cr RA Norrie

Seconded: Cr AE Taylor

That Council resolve to write off the total debt of **\$2,159.39** and that the necessary book transactions be undertaken comprising of:

Debtor	Amount
Eddie/Edward Ryder	\$1,954.39
Relationships Australia	\$55.00
Wakamurru Aboriginal Corporation	\$75.00
Yorgum Healing Services	\$75.00

CARRIED BY ABSOLUTE MAJORITY (7 VOTES TO 0)

*For; Cr PJ Craig, Cr RA Norrie, Cr RM Cotterill,
Cr AE Taylor, Cr LR Petersen, Cr TM Nardone*

10.0 REPORTS

10.3 MANAGER OF BUSINESS SERVICES

10.3.(B) MONTHLY FINANCIAL STATEMENTS - FEBRUARY, 2025

SUBMISSION TO: Ordinary Council Meeting
Meeting Date: 15th April 2025

AGENDA REFERENCE: 10.3.(B) APR 25

SUBJECT: Monthly Financial Statements - February, 2025

LOCATION/ADDRESS: Nil

NAME OF APPLICANT: Nil

FILE REFERENCE: 1.6 Current Budget

AUTHOR, DISCLOSURE OF ANY INTEREST AND DATE OF REPORT

NAME: Kiara Lord

OFFICER: Executive Officer

INTEREST DISCLOSURE: Nil

DATE: 4th April 2025

SUPPORTING DOCUMENTS: 1. Financial Statements - February, 2025

BACKGROUND

In complying with 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 gives a complete overview of the “cash” financial position as 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.

It is understood that parts of the statement of financial activity have been submitted to Ordinary Council meetings previously. In reviewing the Regulations, the complete statement of financial activity is to be submitted, along with the following reports that are not included in the statement.

Monthly Financial Statements for the month ended 28th February, 2025, consist of:

- (a) Compilation Report
- (b) Statement of Financial Activity – 28th February, 2025
- (c) Material Variances – 28th February, 2025

STATUTORY ENVIRONMENT

Part 4 – Financial reports— s. 6.4

34 *Financial activity statement report – s. 6.4*

(1A) In this regulation –

committed assets means revenue unspent but set aside under the annual budget for a specific purpose.

34. (1) A local government is to prepare each month a statement of financial activity reporting on the revenue and expenditure, as set out in the annual budget under regulation 22(1)(d), for that month in the following detail —
- (a) annual budget estimates, taking into account any expenditure incurred for an additional purpose under section 6.8(1)(b) or (c);
 - (b) budget estimates to the end of the month to which the statement relates;
 - (c) actual amounts of expenditure, revenue and income to the end of the month to which the statement relates;
 - (d) material variances between the comparable amounts referred to in paragraphs (b) and (c); and
 - (e) the net current assets at the end of the month to which the statement relates.
34. (2) Each statement of financial activity is to be accompanied by documents containing —
- (a) an explanation of the composition of the net current assets of the month to which the statement relates, less committed assets and restricted assets;
 - (b) an explanation of each of the material variances referred to in subregulation (1)(d); and
 - (c) such other supporting information as is considered relevant by the local government.
34. (3) The information in a statement of financial activity may be shown —
- (a) according to nature and type classification; or
 - (b) by program; or
 - (c) by business unit.
34. (4) A statement of financial activity, and the accompanying documents referred to in subregulation (2), are to be —
- (a) presented at an ordinary meeting of the council within 2 months after the end of the month to which the statement relates; and
 - (b) recorded in the minutes of the meeting at which it is presented.
34. (5) Each financial year, a local government is to adopt a percentage or value, calculated in accordance with the AAS, to be used in statements of financial activity for reporting material variances.

POLICY IMPLICATIONS

There are no policy implications resulting from the recommendation of this report.

FINANCIAL IMPLICATIONS

There are no financial implications resulting from the recommendation of this report.

Signed: 20 MAY 2025
President: 

ORDINARY COUNCIL MEETING MINUTES

15 APRIL 2025

STRATEGIC IMPLICATIONS

There are no strategic implications resulting from the recommendation of this report.

RECOMMENDATIONS

That Council accept the Monthly Financial Statements for the month ended 28th February, 2025, consisting of:

- (a) Compilation Report
- (b) Statement of Financial Activity – 28th February, 2025
- (c) Material Variances – 28th February, 2025

VOTING REQUIREMENT

Simple Majority

COUNCIL DECISION

Moved: Cr RM Cotterill
Seconded: Cr TM Nardone

That Council accept the Monthly Financial Statements for the month ended 28th February, 2025, consisting of:

- (a) Compilation Report
- (b) Statement of Financial Activity – 28th February, 2025
- (c) Material Variances – 28th February, 2025

CARRIED (7 VOTES TO 0)

*For; Cr PJ Craig, Cr RA Norrie, Cr RM Cotterill,
Cr AE Taylor, Cr LR Petersen, Cr TM Nardone*



18 March 2025

Mr Ty Matson
Chief Executive Officer
Shire of Leonora
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LEONORA WA 6438

Moore Australia

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Dear Ty

COMPILATION REPORT TO SHIRE OF LEONORA

We have compiled the accompanying special purpose financial report of Shire of Leonora which comprise the statement of financial position as at 28 February 2025, the statement of financial activity, notes providing statement of financial activity supporting information, explanation of material variances for the year then ended and a summary of material accounting policy information. These have been prepared in accordance with *Local Government Act 1995* and associated regulations as described in Note 1 to the financial report. The specific purpose for which the special purpose financial statements have been prepared is also set out in Note 1 of the financial report. We have provided the supplementary information of Shire of Leonora as at 28 February 2025 and for the period then ended based on the records of the Shire of Leonora.

THE RESPONSIBILITY OF SHIRE OF LEONORA

The CEO of Shire of Leonora is solely responsible for information contained in the special purpose financial report and supplementary information, the reliability, accuracy and completeness of the information and for the determination that the basis of accounting used is appropriate to meet their needs and for the purpose that the financial report was prepared.

OUR RESPONSIBILITY

On the basis of information provided by Shire of Leonora we have compiled the accompanying special purpose financial report in accordance with the requirements of *APES 315 Compilation of Financial Information* and the *Local Government Act 1995*, associated regulations and to the extent that they are not inconsistent with the *Local Government Act 1995*, the Australian Accounting Standards.

We have applied our expertise in accounting and financial reporting to compile these financial statements in accordance with the basis of accounting described in Note 1 to the financial report except for the matters of non-compliance with the basis of preparation identified with Note 1 of the financial report. We have complied with the relevant ethical requirements of *APES 110 Code of Ethics for Professional Accountants*.

Supplementary information attached to the financial report has been extracted from the records of Shire of Leonora and information presented in the special purpose financial report.

ASSURANCE DISCLAIMER

Since a compilation engagement is not an assurance engagement, we are not required to verify the reliability, accuracy or completeness of the information provided to us by management to compile these financial statements. Accordingly, we do not express an audit opinion or a review conclusion on these financial statements.

The special purpose financial report was compiled exclusively for the benefit of Shire of Leonora who are responsible for the reliability, accuracy and completeness of the information used to compile them. Accordingly, the special purpose financial report may not be suitable for other purposes. We do not accept responsibility for the contents of the special purpose financial report.



Russell Barnes
Director
Moore Australia (WA) Pty Ltd

Moore Australia (WA) Pty Ltd trading as agent – ABN 99 433 544 961.
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SHIRE OF LEONORA
MONTHLY FINANCIAL REPORT
(Containing the required statement of financial activity and statement of financial position)
For the period ended 28 February 2025

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

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Please refer to compilation report

11

**SHIRE OF LEONORA
STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 28 FEBRUARY 2025**

Note	Amended Budget Estimates (a) \$	YTD Budget Estimates (b) \$	YTD Actual (c) \$	Variance* \$ (c) - (b) \$	Variance* % ((c) - (b))/(b) %	Var.
OPERATING ACTIVITIES						
Revenue from operating activities						
General rates	9,050,561	9,050,561	9,050,561	0	0.00%	
Rates excluding general rates	234,215	234,215	722,943	488,728	208.67%	▲
Grants, subsidies and contributions	2,491,275	1,487,371	913,423	(573,948)	(38.59%)	▼
Fees and charges	3,167,858	2,210,436	2,047,816	(162,620)	(7.36%)	▼
Interest revenue	150,000	100,000	101,809	1,809	1.81%	
Other revenue	78,450	52,300	46,441	(5,859)	(11.20%)	▼
Profit on asset disposals	0	0	32,461	32,461	0.00%	▲
	15,172,359	13,134,883	12,915,454	(219,429)	(1.67%)	
Expenditure from operating activities						
Employee costs	(6,314,166)	(4,209,429)	(3,265,825)	943,604	22.42%	▲
Materials and contracts	(5,217,206)	(3,478,134)	(3,089,561)	388,573	11.17%	▲
Utility charges	(407,510)	(271,673)	(257,654)	14,019	5.16%	
Depreciation	(4,175,180)	(2,783,452)	(2,972,149)	(188,697)	(6.78%)	▼
Insurance	(343,546)	(343,546)	(355,237)	(11,691)	(3.40%)	
Other expenditure	(217,335)	(161,552)	(57,103)	104,449	64.65%	▲
Loss on asset disposals	(53,584)	0	(14,592)	(14,592)	0.00%	
	(16,728,527)	(11,247,786)	(10,012,121)	1,235,665	10.99%	
Non cash amounts excluded from operating activities	2(c) 4,228,764	2,783,452	2,954,280	170,828	6.14%	▲
Amount attributable to operating activities	2,672,596	4,670,549	5,857,613	1,187,064	25.42%	
INVESTING ACTIVITIES						
Inflows from investing activities						
Proceeds from capital grants, subsidies and contributions	4,328,266	3,104,743	544,226	(2,560,517)	(82.47%)	▼
Proceeds from disposal of assets	77,000	0	145,525	145,525	0.00%	▲
	4,405,266	3,104,743	689,751	(2,414,992)	(77.78%)	
Outflows from investing activities						
Payments for property, plant and equipment	(2,157,700)	(1,342,516)	(811,306)	531,210	39.57%	▲
Payments for construction of infrastructure	(7,311,980)	(1,791,667)	(806,696)	984,971	54.98%	▲
	(9,469,680)	(3,134,183)	(1,618,002)	1,516,181	48.38%	
Amount attributable to investing activities	(5,064,414)	(29,440)	(928,251)	(898,811)	(3053.03%)	
FINANCING ACTIVITIES						
Inflows from financing activities						
Transfer from reserves	14,262	0	0	0	0.00%	
	14,262	0	0	0	0.00%	
Outflows from financing activities						
Transfer to reserves	(827,263)	(41,475)	(41,475)	0	0.00%	
	(827,263)	(41,475)	(41,475)	0	0.00%	
Amount attributable to financing activities	(813,001)	(41,475)	(41,475)	0	0.00%	
MOVEMENT IN SURPLUS OR DEFICIT						
Surplus or deficit at the start of the financial year	2(a) 3,700,183	3,700,183	3,333,618	(366,565)	(9.91%)	▼
Amount attributable to operating activities	2,672,596	4,670,549	5,857,613	1,187,064	25.42%	▲
Amount attributable to investing activities	(5,064,414)	(29,440)	(928,251)	(898,811)	(3053.03%)	▼
Amount attributable to financing activities	(813,001)	(41,475)	(41,475)	0	0.00%	
Surplus or deficit after imposition of general rates	495,364	8,299,817	8,221,505	(78,312)	(0.94%)	▼

KEY INFORMATION

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

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

Please refer to compilation report



**SHIRE OF LEONORA
STATEMENT OF FINANCIAL POSITION
FOR THE PERIOD ENDED 28 FEBRUARY 2025**

	Actual 30 June 2024	Actual as at 28 February 2025
	\$	\$
CURRENT ASSETS		
Cash and cash equivalents	11,954,878	16,401,074
Trade and other receivables	965,694	847,672
Inventories	84,581	151,455
TOTAL CURRENT ASSETS	13,005,153	17,400,201
NON-CURRENT ASSETS		
Other financial assets	62,378	62,378
Inventories	45,052	45,052
Property, plant and equipment	38,208,906	37,928,362
Infrastructure	103,101,480	101,900,221
TOTAL NON-CURRENT ASSETS	141,417,816	139,936,013
TOTAL ASSETS	154,422,969	157,336,214
CURRENT LIABILITIES		
Trade and other payables	865,230	319,832
Other liabilities	2,376,397	2,387,481
Employee related provisions	223,961	223,961
TOTAL CURRENT LIABILITIES	3,465,588	2,931,274
NON-CURRENT LIABILITIES		
Employee related provisions	140,945	140,945
Other provisions	1,976,278	1,976,278
TOTAL NON-CURRENT LIABILITIES	2,117,223	2,117,223
TOTAL LIABILITIES	5,582,811	5,048,497
NET ASSETS	148,840,158	152,287,717
EQUITY		
Retained surplus	53,186,739	56,592,822
Reserve accounts	6,429,908	6,471,383
Revaluation surplus	89,223,511	89,223,512
TOTAL EQUITY	148,840,158	152,287,717

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



SHIRE OF LEONORA
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 28 FEBRUARY 2025

1 BASIS OF PREPARATION AND MATERIAL ACCOUNTING POLICIES

BASIS OF PREPARATION

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

Local Government Act 1995 requirements

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

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

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

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

PREPARATION TIMING AND REVIEW

Date prepared: All known transactions up to 13 March 2025

THE LOCAL GOVERNMENT REPORTING ENTITY

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

All monies held in the Trust Fund are excluded from the financial statements.

MATERIAL ACCOUNTING POLICIES

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

Critical accounting estimates and judgements

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

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

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

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

- Fair value measurement of assets carried at reportable value including:
 - Property, plant and equipment
 - Infrastructure
- Impairment losses of non-financial assets
- Expected credit losses on financial assets
- Measurement of employee benefits
- Measurement of provisions

Please refer to compilation report



SHIRE OF LEONORA
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 28 FEBRUARY 2025

2 NET CURRENT ASSETS INFORMATION

	Note	Amended Budget Opening 1 July 2024	Actual as at 30 June 2024	Actual as at 28 February 2025
(a) Net current assets used in the Statement of Financial Activity				
Current assets		\$	\$	\$
Cash and cash equivalents		11,954,878	11,954,878	16,401,074
Trade and other receivables		1,123,026	965,694	847,672
Inventories		99,732	84,581	151,455
		13,177,636	13,005,153	17,400,201
Less: current liabilities				
Trade and other payables		(671,148)	(865,230)	(319,832)
Other liabilities		(2,376,397)	(2,376,397)	(2,387,481)
Employee related provisions		(223,961)	(223,961)	(223,961)
		(3,271,506)	(3,465,588)	(2,931,274)
Net current assets		9,906,130	9,539,565	14,468,927
Less: Total adjustments to net current assets	2(b)	(6,205,947)	(6,205,947)	(6,247,422)
Closing funding surplus / (deficit)		3,700,183	3,333,618	8,221,505
(b) Current assets and liabilities excluded from budgeted deficiency				
Adjustments to net current assets				
Less: Reserve accounts		(6,429,908)	(6,429,908)	(6,471,383)
Add: Current liabilities not expected to be cleared at the end of the year				
- Current portion of employee benefit provisions held in reserve		223,961	223,961	223,961
Total adjustments to net current assets	2(a)	(6,205,947)	(6,205,947)	(6,247,422)
		Amended Budget Estimates 30 June 2025	YTD Budget Estimates 28 February 2025	YTD Actual 28 February 2025
		\$	\$	\$
(c) Non-cash amounts excluded from operating activities				
Adjustments to operating activities				
Less: Profit on asset disposals		0	0	(32,461)
Add: Loss on asset disposals		53,584	0	14,592
Add: Depreciation		4,175,180	2,783,452	2,972,149
Total non-cash amounts excluded from operating activities		4,228,764	2,783,452	2,954,280

CURRENT AND NON-CURRENT CLASSIFICATION

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

SHIRE OF LEONORA
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 28 FEBRUARY 2025

3 EXPLANATION OF MATERIAL VARIANCES

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

The material variance adopted by Council for the 2024-25 year is \$15,000 or 8.00% whichever is the greater.

Description	Var. \$ \$	Var. % %	
Revenue from operating activities			
Rates excluding general rates	488,728	208.67%	▲
UV Mining higher than budget.			
Grants, subsidies and contributions	(573,948)	(38.59%)	▼
Childcare centre grant not yet received.		Timing	
Driver Access & Equity, Women's Wellbeing Hub, Community-led Job, Local Partners are contract liability and revenue to be recognised when expenditure occurs.		Timing	
Main Roads Direct grant received more than budgeted.		Permanent	
Fees and charges	(162,620)	(7.36%)	▼
Commercial refuse, liquid waste disposal fees, landing fees airport, Avgas at airport, BCITF fees, sale of standpipe water YTD actuals are lower than YTD budget.		Timing	
Childcare Centre income, bulk refuse charges, building permits YTD actuals higher than YTD budget.		Permanent	
Other revenue	(5,859)	(11.20%)	▼
Diesel fuel rebates are lower than YTD budget.		Timing	
Profit on asset disposals	32,461	0.00%	▲
Disposal of PE23 - Road West Tri Axle Low loader		Permanent	
Expenditure from operating activities			
Employee costs	943,604	22.42%	▲
Some employee positions are vacant.		Timing	
Refuse site maintenance, Roadworks maintenance, Aerodrome maintenance, administration overheads, public works overheads YTD actuals lower than YTD budget.		Timing	
Materials and contracts	388,573	11.17%	▲
Rates valuation expenses, rodeo sponsorship, Strategic Plan development, audit fees, driver access equity, town planning, eastern precinct project, women's wellbeing hub, community grant fund, local partner trans, traffic signs, tree lopping, SPQ depot maintenance, aerodrome consultant, Barnes federal theatre, museum maintenance, Leonora Golden Gift, shire retic YTD actuals are lower than YTD budget.		Timing	
Council subscriptions, Youth Services Stephen Michael Foundation, Ageing in place maintenance, cemeteries Leonora, community-led job, roadworks maintenance, aerodrome maintenance, tourism development, Gwalia catering, plant parts and repairs YTD actuals are higher than YTD budget.		Timing	
Depreciation	(188,697)	(6.78%)	▼
Staff housing, other housing, other community amenities, other recreation, aerodrome, administration and plant depreciation higher than YTD budget.		Permanent	
Other expenditure	104,449	64.65%	▲

Please refer to compilation report

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**SHIRE OF LEONORA
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 28 FEBRUARY 2025**

3 EXPLANATION OF MATERIAL VARIANCES

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

The material variance adopted by Council for the 2024-25 year is \$15,000 or 8.00% whichever is the greater.

Description	Var. \$ \$	Var. % %
Meeting attendance fees, phone rental, athletics prize money YTD actuals are lower than YTD budget.		Timing
Non cash amounts excluded from operating activities Depreciation and disposal of assets.	170,828	6.14% ▲ Timing
Inflows from investing activities		
Proceeds from capital grants, subsidies and contributions LRCI Phase 4A and 4B, Roads to Recovery, Regional Road Group are contract liability and revenue to be recognised when expenditure occurs. Natural Disaster Reinstatement and Economic Improvement grants not yet received. Youth Program grants received higher than YTD budget.	(2,560,517)	(82.47%) ▼ Timing Timing Timing
Proceeds from disposal of assets Disposal of plant assets Road West tri axle low loader, Iveco prime mover and Ford Everest.	145,525	0.00% ▲ Permanent
Outflows from investing activities		
Payments for property, plant and equipment Some building capital works projects have not yet started.	531,210	39.57% ▲ Timing
Payments for construction of infrastructure Some infrastructure other capital works projects are yet to start.	984,971	54.98% ▲ Timing
Surplus or deficit at the start of the financial year Refer to note 2(a) for detail of differences.	(366,565)	(9.91%) ▼ Timing
Surplus or deficit after imposition of general rates Due to variances described above.	(78,312)	(0.94%) ▼ Timing

Please refer to compilation report

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ORDINARY COUNCIL MEETING MINUTES

10.0 REPORTS

10.3 MANAGER OF BUSINESS SERVICES

10.3.(C) ACCOUNTS FOR PAYMENT - MARCH TO APRIL

SUBMISSION TO: Ordinary Council Meeting
Meeting Date: 15th April 2025

AGENDA REFERENCE: 10.3.(C) APR 25

SUBJECT: Accounts for Payment - March to April

LOCATION/ADDRESS: Nil

NAME OF APPLICANT: Nil

FILE REFERENCE: 1.8 Financial Statements

AUTHOR, DISCLOSURE OF ANY INTEREST AND DATE OF REPORT

NAME: Kiara Lord

OFFICER: Manager Business Services

INTEREST DISCLOSURE: Nil

DATE: 6th April 2025

SUPPORTING DOCUMENTS: 1. April 2025 Accounts Paid

BACKGROUND

Attached statements consist of accounts paid by Delegated Authority totalling **\$1,300,582.52** since the previous council meeting consisting of:

- (1) Direct Bank Transactions numbered from **2649 to 3668** and totalling **\$25,640.22**;
- (2) Batch Payments **256, 257, 258, 259, 260, & 261** totalling **\$1,034,819.98**; and
- (3) Payroll Payments from **Pay Periods Ending 17/03/2025, and 31/03/2025** totalling **\$240,122.32**.

STATUTORY ENVIRONMENT

Local Government Act 1995 S6.10 & *Financial Management (1996) Regulation 12 & 13* apply to how the information is to be presented within this report for authorisation by Council.

POLICY IMPLICATIONS

There are no policy implications resulting from the recommendation of this report.

FINANCIAL IMPLICATIONS

There are no financial implications resulting from the recommendation of this report.

STRATEGIC IMPLICATIONS

There are no strategic implications resulting from the recommendation of this report.

Signed: 20 MAY 2025
President: 
15 APRIL 2025

ORDINARY COUNCIL MEETING MINUTES

RECOMMENDATIONS

That Council accepts the accounts for payment, as detailed:

- (1) Direct Bank Transactions numbered from **2649** to **3668** and totalling **\$25,640.22**;
- (2) Batch Payments **256, 257, 258, 259, 260, & 261** totalling **\$1,034,819.98**; and
- (3) Payroll Payments from **Pay Periods Ending 17/03/2025, and 31/03/2025** totalling **\$240,122.32**.

VOTING REQUIREMENT

Simple Majority

COUNCIL DECISION

Moved: Cr F Harris
Seconded: Cr AE Taylor

That Council accepts the accounts for payment, as detailed:

- (1) Direct Bank Transactions numbered from **2649** to **3668** and totalling **\$25,640.22**;
- (2) Batch Payments **256, 257, 258, 259, 260, & 261** totalling **\$1,034,819.98**; and
- (3) Payroll Payments from **Pay Periods Ending 17/03/2025, and 31/03/2025** totalling **\$240,122.32**.

CARRIED (7 VOTES TO 0)

*For; Cr PJ Craig, Cr RA Norrie, Cr RM Cotterill,
Cr AE Taylor, Cr LR Petersen, Cr TM Nardone*



**Accounts for Payment
Presented to Council
15th April 2025**



Accounts for Payment - March to April 2025

Shire of Leonora					
Monthly Report – List of Direct Bank Transactions Paid by Delegated Authority					
Submitted to Council on the 15th April 2025					
The following list of accounts relate to Direct Bank Transactions paid under delegation by the Chief Executive Officer, since the previous list of accounts. Transactions are numbered from 3649 to 3668 and totalling \$25,640.22					
CHIEF EXECUTIVE OFFICER					
Transaction	Date	Name	Item	Payment by Delegated Authority	Balance
3649	17/03/2025	3E Advantage	Printing charges February	4,189.48	4,189.48
3650	24/03/2025	Click Super	Transaction and facility fees	32.34	4,221.82
3651	31/03/2025	National Australia Bank	Merchant fees - Depot	25.00	4,246.82
3652	31/03/2025	National Australia Bank	Account keeping fees	25.00	4,271.82
3653	31/03/2025	National Australia Bank	Merchant fees - Rec	25.00	4,296.82
3654	31/03/2025	National Australia Bank	Merchant fees - CRC	27.17	4,323.99
3655	31/03/2025	National Australia Bank	Merchant fees - Info	27.97	4,351.96
3656	31/03/2025	National Australia Bank	Merchant fees - Airport	28.20	4,380.16
3657	31/03/2025	National Australia Bank	Connect fee, access and usage	45.99	4,426.15
3658	31/03/2025	National Australia Bank	Merchant fees - Musuem & Admin	900.69	5,326.84
3659	02/04/2025	Australian Retirement Trust	Superannuation - PPE 31/03/2025	1,234.18	6,561.02
3660	02/04/2025	Australian Super	Superannuation - PPE 31/03/2025	5,221.48	11,782.50
3661	02/04/2025	Aware Super	Superannuation - PPE 31/03/2025	9,358.24	21,140.74
3662	02/04/2025	Construction and Building Unions Superann	Superannuation - PPE 31/03/2025	649.30	21,790.04
3663	02/04/2025	Host Plus	Superannuation - PPE 31/03/2025	1,824.46	23,614.50
3664	02/04/2025	MTAA Superannuation Fund	Superannuation - PPE 31/03/2025	671.59	24,286.09
3665	02/04/2025	MyNorth Super	Superannuation - PPE 31/03/2025	307.68	24,593.77
3666	02/04/2025	Rest Superannuation	Superannuation - PPE 31/03/2025	685.60	25,279.37
3667	02/04/2025	The Trustee for Mercer Super Trust	Superannuation - PPE 31/03/2025	182.17	25,461.54
3668	02/04/2025	Wealth Personal Superannuation	Superannuation - PPE 31/03/2025	178.68	25,640.22
GRAND TOTAL				\$25,640.22	



Accounts for Payment - March - April 2025

Shire of Leonora					
Monthly Report – List of Accounts Paid by Delegated Authority					
Submitted to Council on the 15th April 2025					
<p>Batch Payments 256, 257, 258, 259, 260, and 261 totalling \$1,034,819.98 has been paid by delegated authority by the Chief Executive Officer and has been checked and are fully supported by remittances and duly certified invoices with checks being carried out as to prices, computations and costing. Bank Details are reconciled against those invoices by two officers.</p>					
CHIEF EXECUTIVE OFFICER					
Batch Ref	Date	Name	Item	Payment by delegated Authority	Balance
BP256.01	07/03/2025	Altus Planning	Town Planning Expenses	408.38	408.38
BP256.02	07/03/2025	Angela Sutherland	Face Painting for Australia Day 2025	2,565.30	2,973.68
BP256.03	07/03/2025	Arcade Rewind	Arcade game for Youth Centre	9,180.00	12,153.68
BP256.04	07/03/2025	Bigfoot Contracting	Bowls Club Building Cleaning	300.00	12,453.68
BP256.05	07/03/2025	Bluepen Collective Pty Ltd	Flood Disaster Recovery Project Management	5,538.50	17,992.18
BP256.06	07/03/2025	Butsons Building Service	Accommodation for guest after Hoover House Storm damage	165.00	18,157.18
BP256.07	07/03/2025	Canine Control	Ranger services February	4,543.00	22,700.18
BP256.08	07/03/2025	Coyles Mower & Chainsaw Centre	Parts for tools	1,073.00	23,773.18
BP256.09	07/03/2025	Goldfields Controlled Waste.	Empty port-a-loo and dispose of waste at liquid waste facility	275.00	24,048.18
BP256.10	07/03/2025	Hersey's Safety Pty Ltd	Uniforms for Town Crew	1,753.40	25,801.58
BP256.11	07/03/2025	Leonora Village.	Accommodation for Ranger	264.00	26,065.58
BP256.12	07/03/2025	Mara Crann Pty Ltd	Earthworks for liquid waste pond and CEO house	183,891.68	209,957.26
BP256.13	07/03/2025	Moore Australia	Accountant consulting	4,125.00	214,082.26
BP256.14	07/03/2025	Netlogic Information Technology	Computer consulting for admin	5,716.50	219,798.76
BP256.15	07/03/2025	Prosegur Australia Pty Ltd	ATM fees October - February	12,054.07	231,852.83
BP256.16	07/03/2025	Satellite Television & Radio Australia	TV Transmission Tower Upgrade as per quote: STRA-G2343	19,635.83	251,488.66
BP256.17	07/03/2025	Seven Network Operations Ltd	Advertising of Gwalia on channel 7	1,100.00	252,588.66
BP256.18	07/03/2025	Sigma Chemicals	Chemicals for pools	3,326.40	255,915.06
BP256.19	07/03/2025	Teletrac Navman	Monthly satellite tracking and access	1,282.44	257,197.50
BP256.20	07/03/2025	Terry Sargent	Contract Health Surveyor - March 2025	10,670.00	267,867.50
BP256.21	07/03/2025	Tourism Council Western Australia	Conference attendance for staff	1,190.00	269,057.50
BP256.22	07/03/2025	Transaction Network Services	Monthly transaction and support fee for Avgas tank at airport 2024/25	66.00	269,123.50
BP256.23	07/03/2025	WML Consultants Pty Ltd-	Consulting for intersection upgrades	11,691.08	280,814.58
Total - Batch Payment 256				280,814.58	
BP257.01	17/03/2025	AFGRI Equipment Australia Pty Ltd	Service on grader	3,221.90	3,221.90
BP257.02	17/03/2025	Air Liquide W.A. Ltd	Oxygen cylinders for medical centre	23.54	3,245.44
BP257.03	17/03/2025	Alex Taylor -	Reimbursement water charges for rental property	50.05	3,295.49
BP257.04	17/03/2025	Angela Sutherland	Face painting for GG 2025	5,262.80	8,558.29



Accounts for Payment - March - April 2025

Batch Ref	Date	Name	Item	Payment by delegated Authority	Balance
BP257.05	17/03/2025	Ann-Marie. Brassington	Reimbursement for retic supplies purchased on personal card.	266.34	8,824.63
BP257.06	17/03/2025	Bidfood Kalgoorlie	Catering and consumables for Hoover House	838.58	9,663.21
BP257.07	17/03/2025	BOC Limited	Oxygen and Nitros for depot and medical centre	126.24	9,789.45
BP257.08	17/03/2025	Bunnings Building Supplies Pty Ltd	Gardening and maintenance supplies for Hoover House	2,363.52	12,152.97
BP257.09	17/03/2025	Cleverpatch	Activity supplies for LELC	451.45	12,604.42
BP257.10	17/03/2025	Council First Pty Ltd	Microsoft Azure subscription and monthly subscription Council First	6,270.36	18,874.78
BP257.11	17/03/2025	CyberSecure Pty Limited	Monthly data protection back up & storage	738.10	19,612.88
BP257.12	17/03/2025	Department of Fire and Emergency Services	2024/25 ESL Quarter 3 payment	52,984.40	72,597.28
BP257.13	17/03/2025	Fitz Gerald Strategies	MWS Recruitment advertising	1,535.00	74,132.28
BP257.14	17/03/2025	GTN Services	Plant equipment servicing and parts	1,941.54	76,073.82
BP257.15	17/03/2025	Hames Sharley	Community engagement regarding Genesis Minerals plans	434.50	76,508.32
BP257.16	17/03/2025	Horizon Power	Power and supply charges for Shire buildings	21,076.08	97,584.40
BP257.17	17/03/2025	ITR Kalgoorlie	Cutting edges for plant equipment	3,850.00	101,434.40
BP257.18	17/03/2025	Juwest Pty Ltd	Childcare Centre concreting for shed	1,489.30	102,923.70
BP257.19	17/03/2025	KleenWest	Cleaning supplies for admin, CRC and info centre	2,157.54	105,081.24
BP257.20	17/03/2025	Leonora Post Office	Postage for admin and facility supplies for CRC	83.30	105,164.54
BP257.21	17/03/2025	Luck Thai Cleaning	Cleaning of town toilets and recreation centre	11,797.50	116,962.04
BP257.22	17/03/2025	M2 Commander Pty Ltd	Phone server final invoice	175.36	117,137.40
BP257.23	17/03/2025	Marketforce	Tender advertising	2,719.50	119,856.90
BP257.24	17/03/2025	McMahon Burnett Transport	Freight for chemical storage and pool chemicals	2,118.83	121,975.73
BP257.25	17/03/2025	Modern Teaching Aids Pty Ltd	Activity supplies for LELC	995.95	122,971.68
BP257.26	17/03/2025	Motor Pass	Motor Pass fuel card transactions	1,617.53	124,589.21
BP257.27	17/03/2025	Netlogic Information Technology	Computer consulting for admin	337.50	124,926.71
BP257.28	17/03/2025	Nomad Pumping	Plumbing for various Shire buildings	13,439.69	138,366.40
BP257.29	17/03/2025	Northern Goldfields Electrical Pty Ltd	Electrical work for various Shire buildings	9,038.70	147,405.10
BP257.30	17/03/2025	Nov Australia Pty Ltd	Generator for Grader Camp	21,685.40	169,090.50
BP257.31	17/03/2025	Office National Kalgoorlie	Printing and stationery supplies for admin, CRC and library	1,396.77	170,487.27
BP257.32	17/03/2025	PFD Food Services Pty Ltd	Catering and consumables for Hoover House	1,889.85	172,377.12
BP257.33	17/03/2025	Pink Sugar Crafts	Arts and crafts activities for kids zone GG 25	6,837.50	179,214.62
BP257.34	17/03/2025	Prime Media Group Ltd	Advertising of Gwalia on channel 7	1,100.00	180,314.62
BP257.35	17/03/2025	Steven Broom-	Reimbursement of rates due to tenement death	1,225.42	181,540.04



Accounts for Payment - March - April 2025

Batch Ref	Date	Name	Item	Payment by delegated Authority	Balance
BP257.36	17/03/2025	Supagas Pty Ltd	Gas bottles and annual service fees	840.00	182,380.04
BP257.37	17/03/2025	Team Global Express Pty Ltd	Freight charges for admin and depot	1,272.76	183,652.80
BP257.38	17/03/2025	Telstra	Phone and internet charges	4,033.08	187,685.88
BP257.39	17/03/2025	Vanguard Print	Freight and handling of Northern Goldfields maps and brochures	227.89	187,913.77
BP257.40	17/03/2025	WA Traffic Planning	Traffic Planning for GG 25	605.00	188,518.77
BP257.41	17/03/2025	Water Corporation	Service charges	48.41	188,567.18
BP257.42	17/03/2025	Western Australian Local Government Ass.	Local Government Awards Registration Fee	165.00	188,732.18
BP257.43	17/03/2025	Win Television WA-086	Gwalia Advertising on 9 networks	352.00	189,084.18
BP257.44	17/03/2025	Xstra Group Pty Ltd	PLAX Hosting, Provision and Support per Extension and Rental Service per Month for CRC	504.41	189,588.59
Total - Batch Payment 257				189,588.59	
BP258.01	21/03/2025	Australian Taxation Office	BAS February 2025	65,074.00	65,074.00
Total - Batch Payment 258				65,074.00	
BP259.01	28/03/2025	AFGRI Equipment Australia Pty Ltd	Major repairs and parts for grader	20,810.81	20,810.81
BP259.02	28/03/2025	Bluepen Collective Pty Ltd	Project Management Provision for Flood Disaster Recovery AGRN	45,008.88	65,819.69
BP259.03	28/03/2025	Canine Control	Ranger services	4,543.00	70,362.69
BP259.04	28/03/2025	Mara Crann Pty Ltd	Labor and equipment hire for earthworks at liquid waste pond and CEO house	44,300.85	114,663.54
BP259.05	28/03/2025	Receptive Security	Attend site and inspect, repair/replace back up battery at LELC	668.25	115,331.79
BP259.06	28/03/2025	Red5 Limited - Darlot Mining	Reimbursement of rates due to tenement death	227.46	115,559.25
BP259.07	28/03/2025	Remote Construction and Maintenance	Renovations and alterations to safe house - Progress payment 1	38,500.00	154,059.25
BP259.08	28/03/2025	Water Corporation	Water and supply charges Shire buildings	32,873.91	186,933.16



Accounts for Payment - March - April 2025

Shire of Leonora					
Monthly Report – List of Accounts Paid by Delegated Authority					
Submitted to Council on the 15th April 2025					
The following list of accounts has been paid under delegation by the Chief Executive Officer, since the previous list of accounts. Transactions contain Wages & Payroll Liability payments since the previous list of accounts paid by Delegated Authority totalling \$240,122.32					
CHIEF EXECUTIVE OFFICER					
Cheque	Date	Name	Item	Payment by Delegated Authority	<i>Balance</i>
PPE17032025	18/03/2025	Shire of Leonora	Salaries and Wages PPE 17/03/2025	122,154.52	122,154.52
PL17032025	19/03/2025	Shire of Leonora	Payroll Liabilities PPE 17/03/2025	1,847.14	124,001.66
PPE31032025	1/04/2025	Shire of Leonora	Salaries & Wages PPE 31/03/2025	114,393.52	238,395.18
PL31032025	2/04/2025	Shire of Leonora	Payroll Liabilities PPE 31/03/2025	1,727.14	240,122.32
GRAND TOTAL				240,122.32	

Signed:

 28 MAY 2025

President:

15 APRIL 2025

ORDINARY COUNCIL MEETING MINUTES

10.0 REPORTS

10.4 MANAGER OF COMMUNITY SERVICES

Nil

10.0 REPORTS

10.5 ENVIRONMENTAL HEALTH OFFICER REPORTS

Nil

10.0 REPORTS

10.6 ELECTED MEMBERS REPORTS

Nil

11.0 MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil

12.0 QUESTIONS FROM MEMBERS WITHOUT NOTICE

Nil

13.0 NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF THE MEETING

13.1 ELECTED MEMBERS

Nil

Signed:

 20 MAY 2025

President:

ORDINARY COUNCIL MEETING MINUTES

15 APRIL 2025

13.0 NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF THE MEETING

COUNCIL DECISION

Moved: Cr LR Petersen

Seconder: Cr RA Norrie

That late items 13.2.(A) Budget Amendment - Reserve Transfer and 13.2.(B) Budget Amendment - Transfer to Capital be accepted for consideration at the meeting.

CARRIED (7 VOTES TO 0)

*For; Cr PJ Craig, Cr RA Norrie, Cr RM Cotterill,
Cr AE Taylor, Cr LR Petersen, Cr TM Nardone*

13.0 NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF THE MEETING

13.2 OFFICERS

13.2.(A) BUDGET AMENDMENT - RESERVE TRANSFER

SUBMISSION TO: Ordinary Council Meeting
Meeting Date: 15th April 2025

AGENDA REFERENCE: 13.2.(A) APR 25

SUBJECT: Budget Amendment - Reserve Transfer

LOCATION/ADDRESS: Leonora

NAME OF APPLICANT: Shire of Leonora

FILE REFERENCE: 1.6

AUTHOR, DISCLOSURE OF ANY INTEREST AND DATE OF REPORT

NAME: Kiara Lord

OFFICER: Manager Business Services

INTEREST DISCLOSURE: Nil

DATE: 13th April 2025

SUPPORTING DOCUMENTS: Nil

BACKGROUND

The Ageing in Place facility construction achieved Practical Completion as of the 25th December, 2023. Since that time, there have been discussions between the contractor and the Shire regarding reconciliation of defects for this project, which has halted payment of the final claim.

In the adoption of the 24/25 budget, there was no provision put aside for the final payment to the contractors for the completion of this facility, though as of the 4th April, a resolution between the contractor and the Shire was finalised, which has confirmed the capacity for the final payment of \$457,641.00 (including GST) to be paid, less the final retention payment of \$131,550, which will be utilised to complete the final outstanding tasks noted by management.

As no budget provision has been made, it is requested that an amount of \$457,641.00 be transferred from the Building Reserve Account into the Shire of Leonora Municipal Account, and a Capital Expense item be created for "Ageing in Place Facility Contract Finalisation" to the value of \$457,641.00.

STAKEHOLDER ENGAGEMENT

Shire Management has been in consultation with the contractors, and the previous project manager regarding the finalisation of costs and has determined the final amounts outstanding as detailed above.

Signed: 20 MAY 2025
President: 

15 APRIL 2025

ORDINARY COUNCIL MEETING MINUTES

STATUTORY ENVIRONMENT

Section 6.8(1) (b) of the *Local Government Act 1995* provides that expenditure can be incurred when not included in the annual budget provided that it is authorised in advance by resolution (absolute majority).

POLICY IMPLICATIONS

There are no Policy Implications resulting from the recommendation of this report

FINANCIAL IMPLICATIONS

As of the 31st March, 2025 the Shire of Leonora has \$2,089,634.61 available in its Building Reserve. The nature of the payments to the Contractor for the Ageing in Place Facility is in line with Council's decisions for the nature of this Reserve. The Reserve transfer in the recommendation would reduce the overall reserve to \$1,631,993.61. As this is one of our reserves we regularly review, the impact on the overall usability of this reserve is low.

STRATEGIC IMPLICATIONS

Contract Management is a factor of the Shire of Leonora's Plan for the Future Strategic objective: 4.2.1.2 – Maintain accountability and financial responsibility through effective planning. Ensuring that all contract conditions are met prior to final payment is critical to ensuring the shire upholds its financial responsibility to the ratepayers, as well as the contractors that work for them.

RISK MANAGEMENT

There is some reputational risk to be found in the non-payment of contractors, however we are satisfied that the overall risk will be low with the resolution of this item, as there is an agreed upon approach to the final payment/s for these works. There is also no significant financial risk, as the Reserve account utilised to resource this payment has been set up specifically for the purpose for which it is being used.

Signed:

20 MAY 2025

President:



ORDINARY COUNCIL MEETING MINUTES

15 APRIL 2025

RECOMMENDATIONS

That Council, by absolute majority adopt the following budget amendments:

1. Transfer of \$457,641.00 from the Building Reserve Account to the Municipal Account
2. Creation of a new Capital Account: CP25063: For Ageing in Place Facility Contract Finalisation with Budget amount of \$457,641.00

VOTING REQUIREMENT

Absolute Majority

COUNCIL DECISION

Moved: Cr LR Petersen

Seconder: Cr RA Norrie

That Council, by absolute majority adopt the following budget amendments:

1. Transfer of \$457,641.00 from the Building Reserve Account to the Municipal Account
2. Creation of a new Capital Account: CP25063: For Ageing in Place Facility Contract Finalisation with Budget amount of \$457,641.00

CARRIED BY ABSOLUTE MAJORITY (7 VOTES TO 0)

*For; Cr PJ Craig, Cr RA Norrie, Cr RM Cotterill,
Cr AE Taylor, Cr LR Petersen, Cr TM Nardone*

13.0 NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF THE MEETING

13.2 OFFICERS

13.2.(B) BUDGET AMENDMENT - TRANSFER TO CAPITAL

SUBMISSION TO: Ordinary Council Meeting
Meeting Date: 15th April 2025

AGENDA REFERENCE: 13.2.(B) APR 25

SUBJECT: Budget Amendment - Transfer to Capital

LOCATION/ADDRESS: Leonora

NAME OF APPLICANT: Shire of Leonora

FILE REFERENCE: 1.6

AUTHOR, DISCLOSURE OF ANY INTEREST AND DATE OF REPORT

NAME: Kiara Lord

OFFICER: Manager Business Services

INTEREST DISCLOSURE: Nil

DATE: 13th April 2025

SUPPORTING DOCUMENTS: Nil

BACKGROUND

In the 23/24 financial year, the Local Partner Transition Grant had an underspend of \$149,908.49. Administration have been in discussions with the Department of Social Services as the funding body to request a repurpose of these funds to projects that would meet the Partner Transition Grant requirements, but were outside of the scope of the original funding.

We have since received confirmation that we will be able to utilise this underspend on different projects, with the intent to have the majority of funds allocated and expended in the 2025/2026 financial year.

As part of this approval, we were given permission to purchase new cubicles for the Community Resource Centre (CRC) housed within the JG Epis Centre. These cubicles will provide a semi-private space for community members and visitors to the CRC to access and complete sensitive tasks such as banking and government services.

Management have identified a supplier that could provide these in the current financial year, at an approximate cost of \$26,500 including delivery and installation to the site. This does not include any potential issues with the site installation that could create additional work or services being provided.

It is the intent of the author, to request that a capital item be approved by Council to the value of \$30,000 for "CRC Privacy Cubicles", which can be funded by this year's budgeted income for I117017 of \$310,480.00, comprising the current year's allocation, plus the previous underspend.

ORDINARY COUNCIL MEETING MINUTES

STAKEHOLDER ENGAGEMENT

Shire Management has been in consultation with the grant provider, as well as staff at the CRC to determine the need for this item, and the capacity for it to make up part of the services offered at the CRC.

STATUTORY ENVIRONMENT

Section 6.8(1) (b) of the *Local Government Act 1995* provides that expenditure can be incurred when not included in the annual budget provided that it is authorised in advance by resolution (absolute majority).

POLICY IMPLICATIONS

There are no Policy Implications resulting from the recommendation of this report

FINANCIAL IMPLICATIONS

The income has been accounted for in the 24/25 budget, however to account for the capital, a new account is being recommended (CP25064: CRC Privacy Cubicles) and the expenditure for 24/25 Local Partner Transition Grant decreased to reflect the change in nature of the expenditure.

STRATEGIC IMPLICATIONS

There are no Strategic Implications resulting from the recommendation of this report.

RISK MANAGEMENT

There is a small chance that the expenditure may end up higher than anticipated due to unforeseen costs involved in delivery and installation, however additional provision has been included in this recommendation which provides an overall low-risk to the Shire.

Signed: 20 MAY 2025
President: 
15 APRIL 2025

ORDINARY COUNCIL MEETING MINUTES

RECOMMENDATIONS

That Council, by absolute majority adopt the following budget amendments to transfer funds from the Operating Budget, to the Capital Budget:

1. Reduction of the Expense Account E117017 by \$30,000.00 (new total \$158,243.00)
2. Creation of a New Capital Account: CP25064 for CRC Privacy Cubicals with a budget amount of \$30,000.00

VOTING REQUIREMENT

Absolute Majority

COUNCIL DECISION

Moved: Cr RM Cotterill

Seconded: Cr TM Nardone

That Council, by absolute majority adopt the following budget amendments to transfer funds from the Operating Budget, to the Capital Budget:

1. Reduction of the Expense Account E117017 by \$30,000.00 (new total \$158,243.00)
2. Creation of a New Capital Account: CP25064 for CRC Privacy Cubicals with a budget amount of \$30,000.00

CARRIED BY ABSOLUTE MAJORITY (7 VOTES TO 0)

Signed: 20 MAY 2025
President: 
15 APRIL 2025

ORDINARY COUNCIL MEETING MINUTES

14.0 MEETING CLOSED TO PUBLIC

14.1 MATTERS FOR WHICH THE MEETING MAY BE CLOSED

Nil

14.0 MEETING CLOSED TO PUBLIC

14.2 PUBLIC READING OF RESOLUTIONS THAT MAY BE MADE PUBLIC

15.0 STATE COUNCIL AGENDA

Nil

16.0 NEXT MEETING

Tuesday 20th May 2025

17.0 CLOSURE OF MEETING

There being no further business, the Chairperson, Cr PJ Craig declared the meeting closed at 10:25am.

