

# SHIRE OF LEONORA

## NOTICE OF AN ORDINARY COUNCIL MEETING AGENDA



DEAR COUNCIL MEMBER,  
THE NEXT ORDINARY COUNCIL MEETING OF THE SHIRE OF LEONORA WILL BE  
HELD ON TUESDAY, 18TH APRIL, 2023 IN COUNCIL CHAMBERS, LEONORA AT  
9:30AM

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JG EPIS  
CHIEF EXECUTIVE OFFICER

**AGENDA FOR THE MEETING IS DETAILED OVER PAGE.**

# SHIRE OF LEONORA

## INFORMATION FOR PUBLIC ATTENDING COUNCIL MEETINGS

### PLEASE NOTE:-

THE RECOMMENDATIONS CONTAINED IN THIS AGENDA ARE OFFICERS' RECOMMENDATIONS ONLY AND SHOULD NOT BE ACTED UPON UNTIL COUNCIL HAS RESOLVED TO ADOPT THOSE RECOMMENDATIONS.

THE RESOLUTIONS OF COUNCIL SHOULD BE CONFIRMED BY PERUSING THE MINUTES OF THE COUNCIL MEETING AT WHICH THESE RECOMMENDATIONS WERE CONSIDERED.

MEMBERS OF THE PUBLIC SHOULD ALSO NOTE THAT THEY ACT AT THEIR OWN RISK IF THEY ENACT ANY RESOLUTION PRIOR TO RECEIVING OFFICIAL WRITTEN NOTIFICATION OF COUNCIL'S DECISION.

JG EPIS  
CHIEF EXECUTIVE OFFICER

## COUNCIL MEETING INFORMATION NOTES

1. Your Council generally handles all business at Ordinary or Special Council Meetings.
2. From time to time Council may form a Committee to examine subjects and then report to Council.
3. Generally, all meetings are open to the public; however, from time to time Council will be required to deal with personal, legal and other sensitive matters. On those occasions Council will generally close that part of the meeting to the public. Every endeavour will be made to do this at the last item of business of the meeting.
4. Public Question Time. It is a requirement of the Local Government Act 1995 to allow at least fifteen (15) minutes for public question time following the opening and announcements at the beginning of the meeting. Should there be a series of questions the period can be extended at the discretion of the Chairman.

**Written notice of each question should be given to the Chief Executive Officer fifteen (15) minutes prior to the commencement of the meeting. A summary of each question and response is included in the Minutes.**

**When a question is not able to be answered at the Council Meeting a written answer will be provided after the necessary research has been carried out. Council staff will endeavour to provide the answer prior to the next meeting of Council.**

5. **Councillors** may from time to time have a financial interest in a matter before Council. Councillors must declare an interest and the extent of the interest in the matter on the Agenda. However, the Councillor can request the meeting to declare the matter **trivial, insignificant or in common with a significant number of electors or ratepayers**. The Councillor must leave the meeting whilst the matter is discussed and cannot vote unless those present agree as above.

**Members of staff**, who have delegated authority from Council to act on certain matters, may from time to time have financial interest in a matter in the Agenda. The member of staff must declare that interest and generally the Chairman of the meeting will advise the Officer if he/she is to leave the meeting.

6. Agendas including an Information Bulletin are delivered to the Councillors within the requirements of the Local Government Act 1995, i.e. seventy-two (72) hours prior to the advertised commencement of the meeting. Whilst late items are generally not considered there is provision on the Agenda for items of an urgent nature to be considered.

**Should an elector wish to have a matter placed on the Agenda the relevant information should be forwarded to the Chief Executive Officer in time to allow the matter to be fully researched by staff. An Agenda item including a recommendation will then be submitted to Council for consideration.**

**The Agenda closes the Wednesday week prior to the Council Meeting (i.e. six (6) days prior to the meeting).**

The Information Bulletin produced as part of the Agenda includes items of interest and information, which does not require a decision of Council.

7. Agendas for Ordinary Meetings are available in the Leonora Shire office and Leonora library seventy-two (72) hours prior to the meeting and the public are invited to secure a copy.



8. Agenda items submitted to Council will include a recommendation for Council consideration. Electors should not interpret and/or act on the recommendation until after they have been considered by Council. Please note the Disclaimer in the Agenda (page 3).
9. Public Question Time – Statutory Provisions – Local Government Act 1995  
Time is to be allocated for questions to be raised by members of the public and responded to at:
  - (a) Every ordinary meeting of Council; and
  - (b) Such other meetings of Council or committees as may be prescribed

Procedures and the minimum time to be allocated for asking of and responding to questions raised by members of the public at Council or committee meetings are to be in accordance with regulations.

9A. Question Time for the Public at the certain Meetings – s5.24 (1) (b)

**Local Government (administration) Regulations 1996**

Reg 5 For the purpose of section 5.24(1)(b), the meetings at which time is to be allocated for questions to be raised by members of the public and responded to are:

- (a) Every special meeting of a Council; and
- (b) Every meeting of a committee to which the local government has delegated a power or duty.

Minimum Question Time for the Public – s5.24 (2)

Reg 6 (1) The minimum time to be allocated for asking of and responding to questions raised by members of the public at ordinary meetings of Council and meetings referred to in regulation 5 is fifteen (15) minutes.

- (2) Once all the questions raised by members of the public have been asked and responded to at a meeting referred to in sub regulation (1), nothing in these regulations prevents the unused part of the minimum question time period from being used for other matters.

Procedures for Question Time for the Public – s5.24 (2)

**Local Government (Administration) Regulations 1996**

Reg 7 (1) Procedures for the asking of and responding to questions raised by members of the public at a meeting referred to in regulation 6 (1) are to be determined:

- (a) by the person presiding at the meeting; or
  - (b) in the case where the majority of the members of the Council or committee present at the meeting disagree with the person presiding, by the majority of the members, having regard to the requirements of sub regulations (2) and (3).
- (2) The time allocated to the asking and responding to questions raised by members of the public at a meeting referred to in regulation 6(1) is to precede the discussion of any matter that requires a decision to be made by Council or committee, as the case may be.
  - (3) Each member of the public who wishes to ask a question at a meeting referred to in regulation 6(1) is to be given an equal and fair opportunity to ask a question and receive a response.

(4) Nothing in sub regulation (3) requires:

- (a) A Council to answer a question that does not relate to a matter affecting the local government;
- (b) A Council at a special meeting to answer a question that does not relate to the purpose of the meeting; or
- (c) A committee to answer a question that does not relate to a function of the committee.

#### 10. Public Inspection of Unconfirmed Minutes (Reg 13)

A copy of the unconfirmed Minutes of Ordinary and Special Meetings will be available for public inspection in the Leonora Shire office and the Leonora library within ten (10) working days after the Meeting.

### INTEREST DECLARATIONS

With regards to Direct Financial Interests, Indirect Financial Interests and Proximity Interests, please consider sections 5.60A, 5.60B, 5.61 and 5.63 of the *Local Government Act 1995* and associated regulations.

#### Financial Interests

For the purpose of the financial interest disclosure provisions you will be treated as having an interest in a matter, if either you (as a relevant person), or a person with whom you are closely associated, has:

- a direct or indirect financial interest in a matter; or
- a proximity interest in a matter.

#### Direct Financial Interest

Section 5.60A of the *Local Government Act 1995* provides that:

A person has a financial interest in a matter if it is reasonable to expect that the matter will, if dealt with by the local government, or an employee or committee of the local government or member of the council of the local government, in a particular way, result in a financial gain, loss, benefit or detriment for the person.

#### Indirect Financial Interest

Section 5.61 of the *Local Government Act 1995* provides more detail in regards to this, however the existence of an indirect financial interest in a matter can be established by showing that you, or a person with whom you are closely associated, has a financial relationship with a person requiring a local government decision in relation to that matter. There is no requirement to establish a financial gain, loss, benefit or detriment in this instance, the mere existence of a financial relationship and the requirement for a decision is sufficient for a breach of the provision to have occurred.

#### Proximity Interest

See Section 5.60B of the *Local Government Act 1995* for further detail.

The Act requires you to disclose a proximity interest that you, or a person with whom you are closely associated, has in a matter before a council or council committee meeting.

You (or a person with whom you are closely associated) have a proximity interest in any matter that concerns:

- a proposed change to a planning scheme affecting land that adjoins the person's land;
- a proposed change to the zoning or use of land that adjoins the person's land; or
- a proposed development of land that adjoins the person's land (development refers to the development, maintenance or management of the land or of services or facilities on the land).

The existence of a proximity interest is established purely by the location of land, a financial effect on the valuation of your land or on the profitability of your business does not have to be established. It is therefore important that you fully understand when a proximity interest exists.

The person's land referred to is both land in which you, or a person with whom you are closely associated, have any estate or interest.

Land that adjoins a person's land is defined by the Act as land that:

- not being a thoroughfare, has a common boundary with the person's land;
- is directly across a thoroughfare from the person's land; or
- is that part of a thoroughfare that has a common boundary with the person's land.

### **Impartiality Interest**

Impartiality Interest For the purposes of requiring disclosure, an impartiality interest is addressed at Division 4 of the Shire of Leonora Code of Conduct for Council Members, Committee Members and Candidates as, *"an interest that could, or could reasonably be perceived to, adversely affect the impartiality of the person having the interest and includes an interest arising from kinship, friendship or membership of an association"*

The above definition includes examples of the type of relationships from which an interest could arise. However, a significant element is the likely public perception as to whether there may be an interest.

It is sometimes difficult to judge what a reasonable belief of another person is. Therefore, when deciding if such an interest should be disclosed, it is helpful to establish answers to the following questions:

- If you were to participate in assessment or decision making without disclosing, would you be comfortable if the public or your colleagues became aware of your association or connection with an individual or organisation?
- Do you think there would be a later criticism of perceived undisclosed partiality if you were not to disclose?

**SHIRE OF LEONORA**  
**ORDER OF BUSINESS FOR MEETING TO BE HELD**  
**TUESDAY 18TH APRIL, 2023.**

**COLOUR****CODING**

- 1** DECLARATION OF OPENING/ ANNOUNCEMENT OF VISITORS
- 2** DISCLAIMER NOTICE
- 3** COUNCIL MEETING INFORMATION NOTES
- 4** PUBLIC QUESTION TIME
  - 4.1 RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE
  - 4.2 PUBLIC QUESTION TIME
- 5** ANNOUNCEMENTS FROM THE PRESIDING MEMBER
- 6** RECORD OF ATTENDANCE / APOLOGIES / LEAVE OF ABSENCE
  - 6.1 ATTENDANCE
  - 6.2 APOLOGIES
  - 6.3 APPLICATIONS FOR LEAVE OF ABSENCE
  - 6.4 APPROVED LEAVE OF ABSENCE
- 7** DECLARATION OF INTEREST
  - 7.1 DECLARATIONS OF FINANCIAL INTEREST
  - 7.2 DECLARATIONS OF PROXIMITY INTEREST
  - 7.3 DECLARATIONS OF IMPARTIALITY INTEREST

**White**

- 8** CONFIRMATION OF MINUTES FROM PREVIOUS MEETING  
 (Sent out previously)  
 Draft motion: That the Minutes of the Ordinary Council Meeting held on 21 March, 2023 be confirmed as a true and accurate record.
- 9** PRESENTATIONS
  - 9.1 PETITIONS
  - 9.2 PRESENTATIONS
  - 9.3 DEPUTATIONS
  - 9.4 DELEGATES REPORTS

**10** REPORTS **11**

**Orange**

10.1 REPORTS OF COMMITTEES **10**

**Pink**

10.2 CHIEF EXECUTIVE OFFICER REPORTS **11**

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	(A) Proposed Townsite Boundary Amendment	11
	(B) Road Closure and Road Dedication	16
<b>Blue</b>	10.3 DEPUTY CHIEF EXECUTIVE OFFICER REPORTS	21
	(A) Monthly Financial Statements	21
	(B) Accounts for Payment	24
	(C) Budget Amendment - 2022/23 Budget	37
<b>Green</b>	10.4 ENVIRONMENTAL HEALTH OFFICER REPORTS	39
	(A) Unfit for Human Habitation	39
<b>Yellow</b>	10.5 ELECTED MEMBERS REPORTS	63
<b>11</b>	MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN	63
<b>12</b>	QUESTION FROM MEMBERS WITHOUT NOTICE	63
<b>13</b>	NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF THE MEETING	63
	13.1 ELECTED MEMBERS	63
	13.2 OFFICERS	63
<b>14</b>	MEETING CLOSED TO PUBLIC	63
	14.1 MATTERS FOR WHICH THE MEETING MAY BE CLOSED	63
	14.2 PUBLIC READING OF RESOLUTIONS THAT MAY BE MADE PUBLIC	63
<b>15</b>	STATE COUNCIL AGENDA	63
<b>16</b>	NEXT MEETING	63
<b>17</b>	CLOSURE OF MEETING	63

**10.0 REPORTS**

**10.1 REPORTS OF COMMITTEES**

Nil

**10.0 REPORTS****10.2 CHIEF EXECUTIVE OFFICER REPORTS****10.2.(A) PROPOSED TOWNSITE BOUNDARY AMENDMENT**

<b>SUBMISSION TO:</b>	Ordinary Council Meeting Meeting Date: 18th April 2023
<b>AGENDA REFERENCE:</b>	10.2.(A) APR 23
<b>SUBJECT:</b>	Proposed Townsite Boundary Amendment
<b>LOCATION/ADDRESS:</b>	Leonora
<b>NAME OF APPLICANT:</b>	St Barbara Limited
<b>FILE REFERENCE:</b>	State Planning Department 5.34
<b>AUTHOR, DISCLOSURE OF ANY INTEREST AND DATE OF REPORT</b>	
<b>NAME:</b>	James Gregory Epis
<b>OFFICER:</b>	Chief Executive Officer
<b>INTEREST DISCLOSURE:</b>	Nil
<b>DATE:</b>	12th April 2023
<b>SUPPORTING DOCUMENTS:</b>	<ol style="list-style-type: none"><li>1. St Barbara - Leonora Province Plan <a href="#">↓</a></li><li>2. Leonora townsite boundary amendment <a href="#">↓</a></li></ol>

**BACKGROUND**

For the past 30 years mining activities by St Barbara Limited within the Leonora townsite has been permitted subject to certain conditions being strictly adhered to. A Policy Statement, "*Conditions for Surface Clearing and Drilling Activities within the Leonora Townsite*" was adopted on the 21<sup>st</sup> July, 1998 and since that time St Barbara Limited have successfully satisfied all Conditions whilst all forms of exploration works have been undertaken.

In about August, 2022 St Barbara Limited provided a fact sheet to community and others outlining their Leonora Province Plan and current activities. As a refresher this Plan is attached.

On the 13<sup>th</sup> January, 2023 a Memorandum of Agreement was executed between St Barbara Limited and the Shire of Leonora. This Agreement Outlines:

1. St Barbara Limited is the registered holder of all the mining tenements within the Leonora townsite and mining areas.
2. That the parties each recognise that their respective activities in, or in the vicinity of mine areas may impact the other party.
3. On the terms set out in the Agreement, the parties have agreed to consult with each other prior to undertaking activities in, or in the vicinity of mine areas that may impact the other party.

To better accommodate current mining and future planned activities, St Barbara Limited has officially requested amendments to the current townsite boundary. At the same time, St Barbara is wanting to work with Council to support its plans to develop more residential and industrial land either within or outside the townsite boundary. I'm assuming that the Department of Mines, Industry Regulation and Safety would follow the lead of St Barbara Limited and not object to any

land acquisition proposal put forward by the Shire of Leonora. Unfortunately any land considered mineralised would not be made available for future land sub-divisions.

For this particular report I have attached an aerial photograph of the Leonora townsite detailing boundary amendment requirement. Please refer to diagram legend. From previous discussions I'm sure you are aware that land south of Court and Liverman Streets is not great for sub-division, even for industrial purposes. It is possible that this area would fall within the blast radius if mining was to recommence at Tower Hill and where further deep drilling is likely to occur. The closer the receivers, the increased risk of impact to operations and complaints.

In summary, amending the townsite boundary at three locations would:

- allow for the redevelopment of the Tower Hill Mine to proceed;
- at Gwalia, pull the boundary back from the open pit; and
- allow for the redevelopment of the Harbour Lights Mine, northern extent.

As mentioned previously in this report, both St Barbara and DMIRS are eager to assist with future land developments in close proximity to the Leonora Townsite.

If required I am prepared to provide further information on this matter verbally and on meeting day, but was hoping to make this an Agenda item for the May meeting of Council.

## STATUTORY ENVIRONMENT

*Land Administration Act 1997 Section 26:*

### 26. Land districts and townsites, constitution etc. of

(1) In this section –

***townsite*** –

(a) means townsite constituted under subsection (2); and

(b) except in subsection (2)(a), includes land referred to in clause 37 of Schedule 9.3 to the *Local Government Act 1995*.

(2) Subject to section 26A, the Minister may by order –

(a) constitute land districts and townsites; and

(b) define and redefine the boundaries of, name, rename and cancel the names of, and, subject to this section, abolish land districts and townsites; and

(c) name, rename and cancel the name of any topographical feature, road or reserve.

(3) An order made under subsection (2) may include such matters enabled to be effected under an order made under another provision of this Act as the Minister thinks fit.

## 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. It would be expected that St Barbara Limited would pay for all re-survey expenses.



**STRATEGIC IMPLICATIONS**

For the mining company, planned investments in mining opportunities and in processing capacity expansion, processing technology and the possibly intended use of rail as an ore transport option for the Leonora Operations; and for the local government; freeing up of both residential and industrial land for re-development purposes.

**RECOMMENDATIONS**

That Council resolve to amend the Leonora townsite boundary to:

1. (a) allow for the redevelopment of the Tower Hill Mine;  
(b) pull the townsite boundary back from the open pit mining operation at Gwalia; and  
(c) pull the townsite boundary back from its northern extent near the Harbour Lights Mine where consideration is being given for further re-development.
2. (a) that the request of St Barbara Limited and the resolution of Council be sent to the Department of Planning Land and Heritage in order to create a case.


**VOTING REQUIREMENT**

Simple Majority

**SIGNATURE**

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Chief Executive Officer

**Fact sheet**  **St Barbara**

# Leonora Province Plan Community Information Sheet 2

**As part of our Leonora Province Plan, St Barbara is progressing the development of additional resources in and around Leonora to support filling our Leonora processing plant with St Barbara mined ore. This information sheet provides an update on what is happening locally, including current activities and focus areas.**

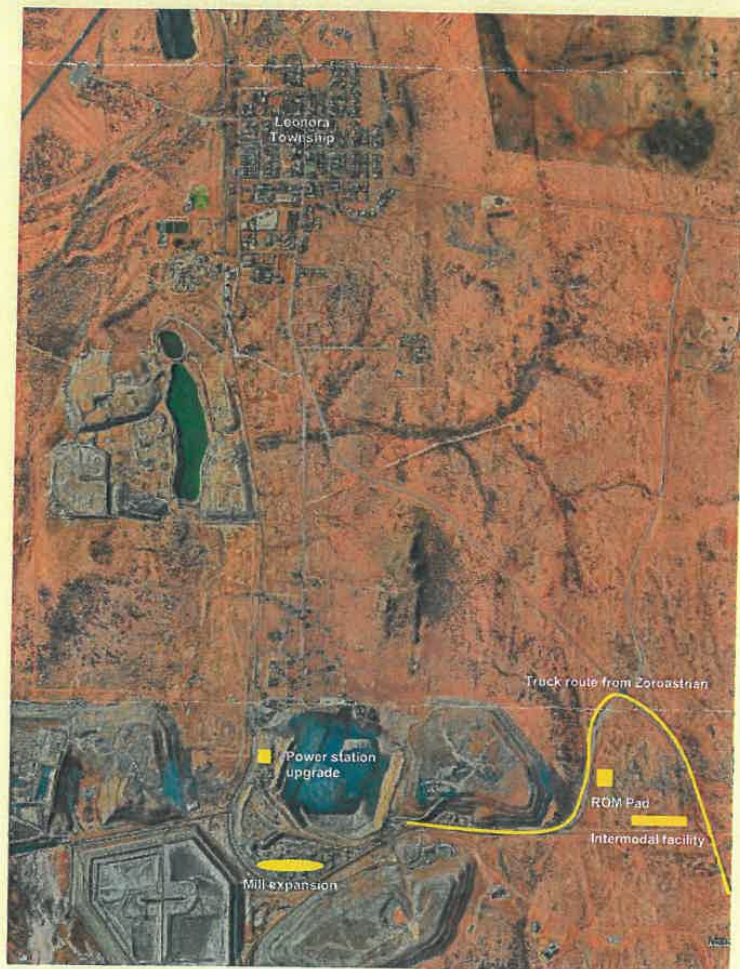
**What aspects of the Leonora Province Plan are currently progressing?**

- Continued exploration drilling at Tower Hill and Harbour Lights
- Seeking approval for a mill expansion
- Surveys and studies to support the Leonora Province Plan projects
- Initiation of preparation activities for underground mining at Zoroastrian, one of our new assets.

**What activities are planned as part of the mill expansion?**

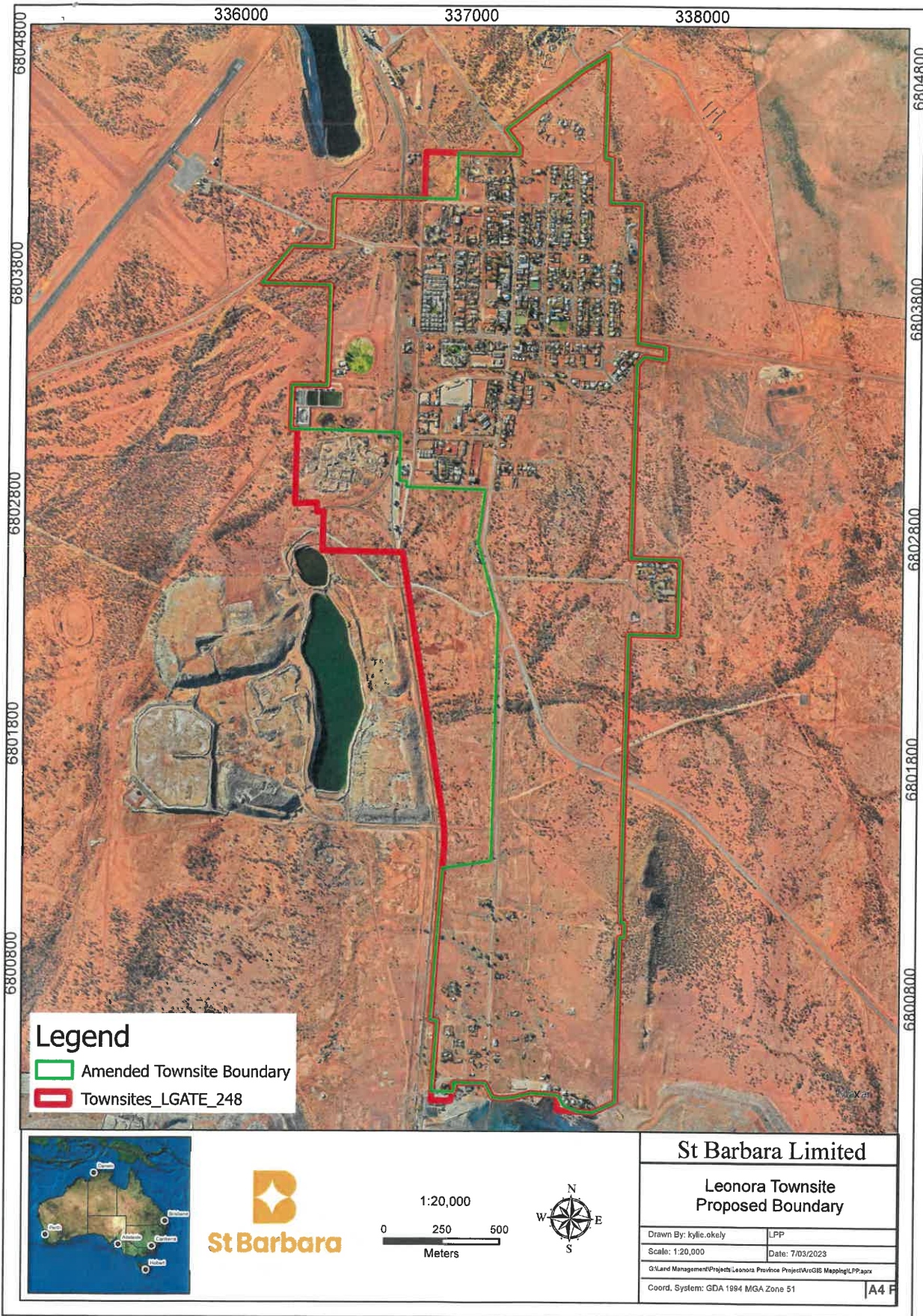
Proposed activities include:

- Increasing mill capacity from 1.4mtpa to 2.1mtpa including new circuit
- Power Station upgrade
- Plans to mitigate noise
- ROM pad near the Gwalia West intermodal facility
- New Gwalia West intermodal facility to offload from trains
- Trucking ore from Zoroastrian to Gwalia (no access through town)
- Approximately 80 employment opportunities for construction



Mill Expansion project activities  indicative locations only





**10.0 REPORTS****10.2 CHIEF EXECUTIVE OFFICER REPORTS****10.2.(B) ROAD CLOSURE AND ROAD DEDICATION**

<b>SUBMISSION TO:</b>	Ordinary Council Meeting Meeting Date: 18th April 2023
<b>AGENDA REFERENCE:</b>	10.2.(B) APR 23
<b>SUBJECT:</b>	Road Closure and Road Dedication
<b>LOCATION/ADDRESS:</b>	Leonora
<b>NAME OF APPLICANT:</b>	Shire of Leonora
<b>FILE REFERENCE:</b>	Road Closure and Road Dedication - 7.7
<b>AUTHOR, DISCLOSURE OF ANY INTEREST AND DATE OF REPORT</b>	
<b>NAME:</b>	James Gregory Epis
<b>OFFICER:</b>	Chief Executive Officer
<b>INTEREST DISCLOSURE:</b>	Nil
<b>DATE:</b>	13th April 2023
<b>SUPPORTING DOCUMENTS:</b>	1. Northern Star Resources - Proposed Road Diversion <a href="#">↓</a>

**BACKGROUND**

Northern Star Resources (NSR) Thunderbox Operations (TBO) have advised they are seeking the support of the Shire of Leonora to divert a section of the Old Agnew Road. NSR is currently in the process of planning the re-commencement of the Bannockburn Mine in early 2024.

Commencement of activity is currently pending heritage and regulator approvals. The current Old Agnew Road intersects part of the mine activity area and proposed pit. NSR is seeking the Leonora council's support to divert the Old Agnew road to the south of the current Bannockburn Mine. (See attachments).

Other stakeholders affected by the proposed road diversion includes Sturt Meadows Pastoral Lease and the Native title holders the Darlot group.

Formal correspondence has been provided to Paul Axford at Sturt Meadows Pastoral Lease and is currently pending a response.

A meeting was held with Native Title Holders Darlot on February 16<sup>th</sup> this year advising the group of NSR's intention to recommence mining activities at Bannockburn. A heritage survey and ground disturbance approval will be required by Darlot board of directors before any disturbance activities can be undertaken.

**STATUTORY ENVIRONMENT**

Any road closure must comply with Section 58 of the *Land Administration Act 1997* and regulation 9 of the *Land Administration Regulations 1998*. Section 58 (3) of the *Land Administration Act 1997* states:



*“A local government must not resolve to make a request to the Minister to close a road until a period of 35 days has elapsed from the publication in a newspaper circulating in its district of notice of motion for the resolution, and that the local government has considered any objections made to it within that period concerning the proposals set out in that notice.”*

Any road dedication must comply with Section 56 of the *Land Administration Act 1997* and regulation 8 of the *Land Administration Regulations 1998*.

**Section 56(2) of the *Land Administration Act 1997* state:**

*If a local government resolves to make a request under subsection (1) it must –*

*(2) in accordance with the regulations prepare and deliver the request to the Minister; and*

*(3) provide the Minister with sufficient information in a plan of survey, sketch plan or document to describe the dimensions of the proposed road.”*

**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. It would be expected that Northern Star Resources Limited would pay for all survey expenses and the construction of the re-alignment.

**STRATEGIC IMPLICATIONS**

The recommendation of this report meets the Economic and Environmental Objectives of the Shire of Leonora’s Strategic Community Plan;

- Improve essential infrastructure and services to promote growth
- Support the construction and establishment of business operations within the Shire to ensure sustained economic benefit
- Plan for continuous improvement of infrastructure and services

**RECOMMENDATIONS**

That in regards road closure, Council resolve;

- (i) to permanently close that portion of the Old Agnew Road Road from a point 4kms South of the Bannockburn Mine extending 9kms further to the North;
- (ii) that the land contained within the road reserve be amalgamated with the surrounding pastoral lease; and
- (iii) that objections or submissions in regard the proposed road closure be invited within the 35 day advertising period and that public utility service providers be advised of the proposal.

and

That in regards road dedication, Council resolves to:

- (i) request of the Minister for Lands that the road realignment as proposed and still to be part of the Old Agnew Road be dedicated as a public road reserve;

- (ii) proved notice to public utility providers and other government departments of Council's intent;
- (iii) indemnify in favour of the Minister for Lands against any claims for compensation (other than a claim for compensation in respect of land referred to in Section 56(6) of the Land Administration Act 1997) in an amount equal to the amount of all costs and expenses reasonably incurred by Department of Planning, Lands and Heritage on behalf of the Minister for Lands in considering and granting the request; and
- (iv) that Northern Star Resources engage a cadastral surveyor that can be nominated on the Crown Land Enquiry Form.

**VOTING REQUIREMENT**

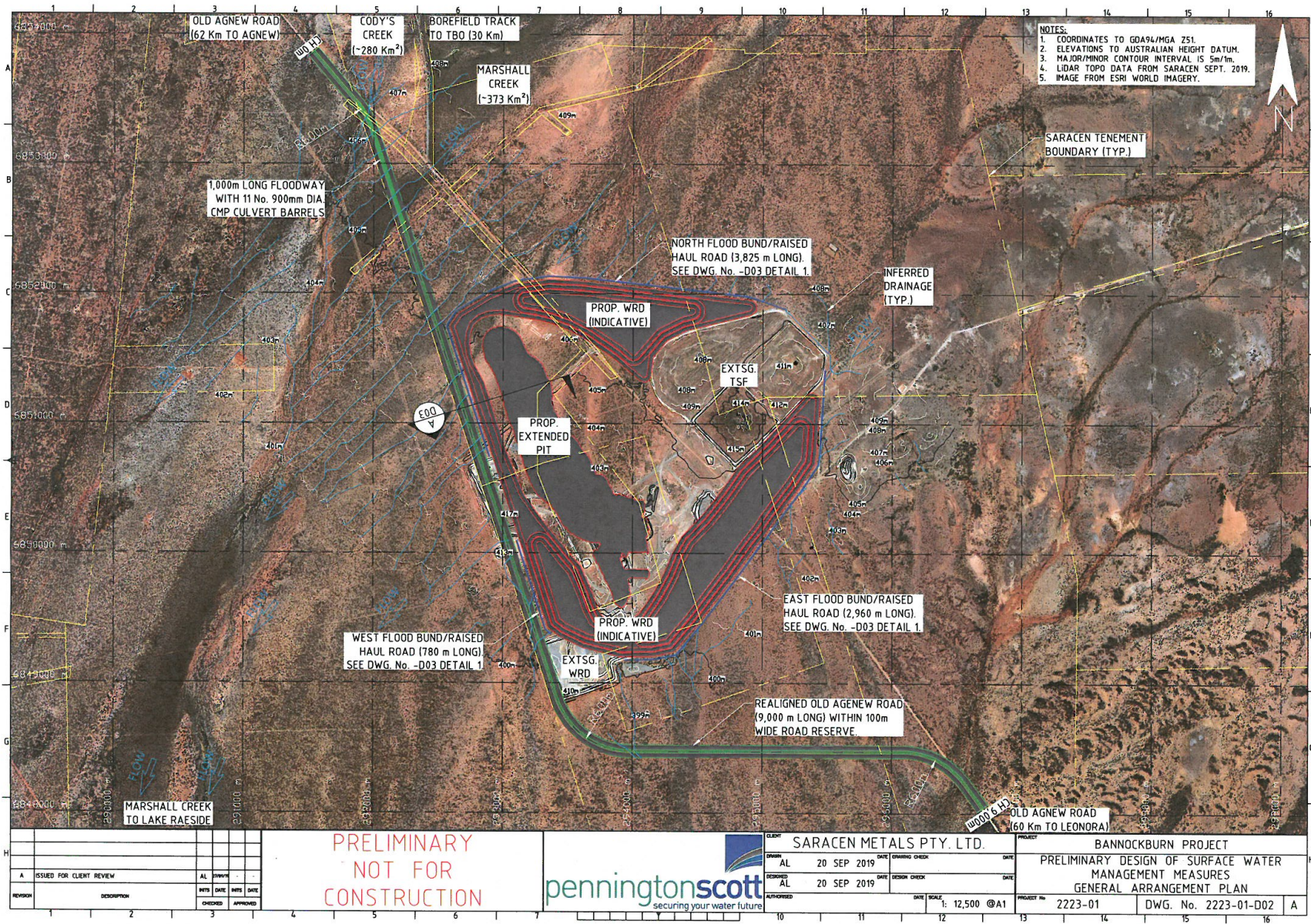
Simple Majority

**SIGNATURE**

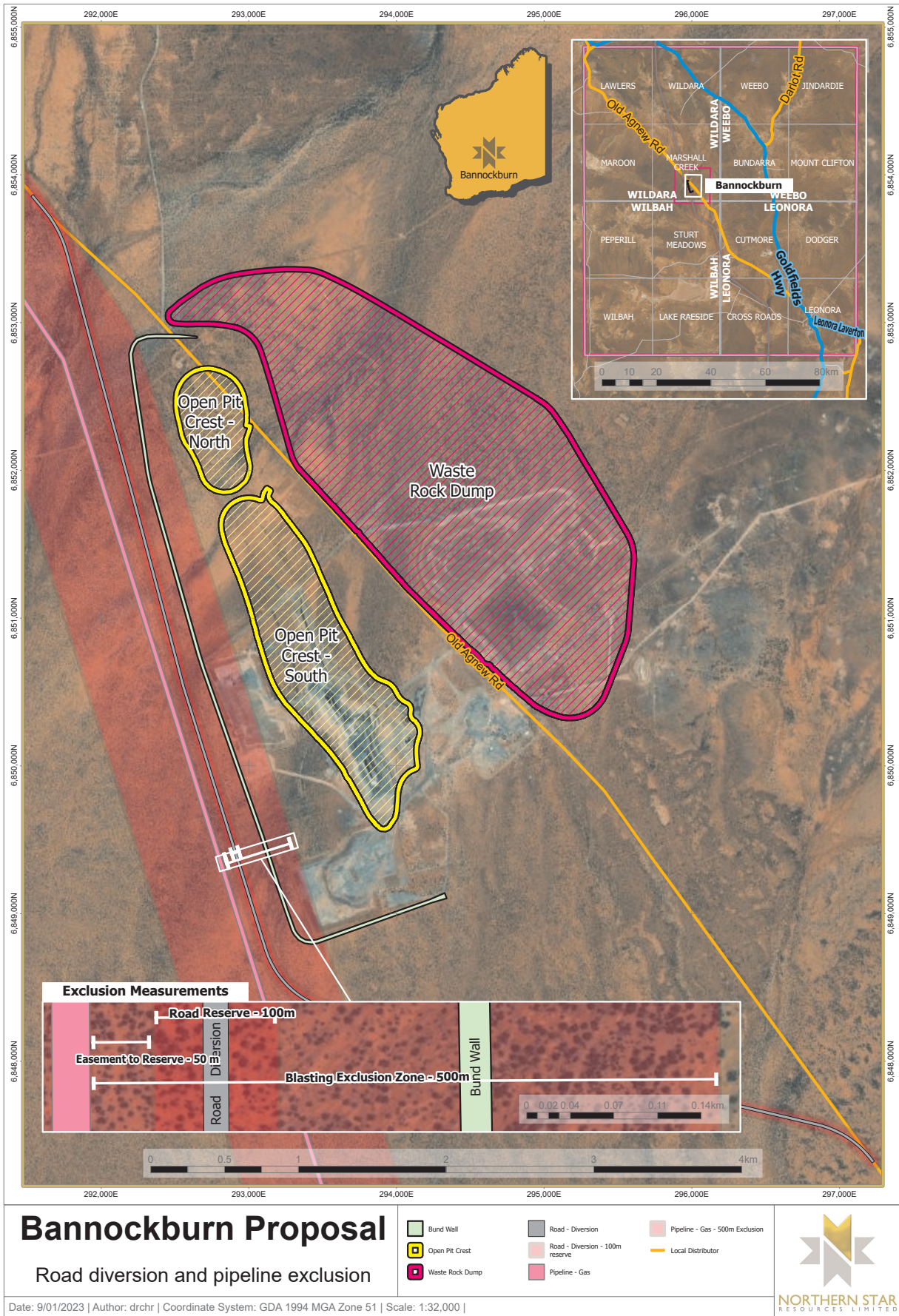
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Chief Executive Officer











**10.0 REPORTS****10.3 DEPUTY CHIEF EXECUTIVE OFFICER REPORTS****10.3.(A) MONTHLY FINANCIAL STATEMENTS**

**SUBMISSION TO:** Ordinary Council Meeting  
Meeting Date: 18th April 2023

**AGENDA REFERENCE:** 10.3.(A) APR 23

**SUBJECT:** Monthly Financial Statements

**LOCATION/ADDRESS:** Nil

**NAME OF APPLICANT:** Nil

**FILE REFERENCE:** Nil

**AUTHOR, DISCLOSURE OF ANY INTEREST AND DATE OF REPORT**

**NAME:** Lee-Anne Trevenen

**OFFICER:** Deputy Chief Executive Officer

**INTEREST DISCLOSURE:** Nil

**DATE:** 11th April 2023

**SUPPORTING DOCUMENTS:** Nil

**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 31<sup>st</sup> March, 2023 consist of:

- (a) Compilation Report
- (b) Statement of Financial Activity – 31<sup>st</sup> March, 2023
- (c) Material Variances – 31<sup>st</sup> March, 2023

At the time the Agenda was compiled, monthly financial statements were not available. These will be provided on the day of the meeting.

**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.

#### **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 31<sup>st</sup> March, 2023 consisting of:

- (a) Compilation Report
- (b) Statement of Financial Activity – 31<sup>st</sup> March, 2023
- (c) Material Variances – 31<sup>st</sup> March, 2023

**VOTING REQUIREMENT**

Simple Majority

**SIGNATURE**

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Deputy Chief Executive Officer

**10.0 REPORTS****10.3 DEPUTY CHIEF EXECUTIVE OFFICER REPORTS****10.3.(B) ACCOUNTS FOR PAYMENT**

<b>SUBMISSION TO:</b>	Ordinary Council Meeting Meeting Date: 18th April 2023
<b>AGENDA REFERENCE:</b>	10.3.(B) APR 23
<b>SUBJECT:</b>	Accounts for Payment
<b>LOCATION/ADDRESS:</b>	Nil
<b>NAME OF APPLICANT:</b>	Nil
<b>FILE REFERENCE:</b>	Nil
<b>AUTHOR, DISCLOSURE OF ANY INTEREST AND DATE OF REPORT</b>	
<b>NAME:</b>	Lee-Anne Trevenen
<b>OFFICER:</b>	Deputy Chief Executive Officer
<b>INTEREST DISCLOSURE:</b>	Nil
<b>DATE:</b>	11th April 2023
<b>SUPPORTING DOCUMENTS:</b>	1. Accounts for Payment - March - April, 2023 <a href="#">↓</a>

**BACKGROUND**

Attached statements consist of accounts paid by Delegated Authority totalling **\$1,330,858.07** since the previous council meeting consisting of:

- (1) Direct Bank Transactions numbered from **2761** to **2785** and totalling **\$34,324.69**;
  - a. Includes Credit Card Payments of **\$10,626.81** for **March, 2023**; and
- (2) Batch Payments **166, 167, 168, 169, & 170**, totalling **\$1,165,068.89**; and
- (3) Business Activity Statement Payment for **February, 2023** and Payroll Payments from **Pay Period Ending 20/03/2023**, totalling **\$131,464.49**.

**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.

**RECOMMENDATIONS**

That Council accepts the accounts for payment, as detailed:

- (1) Direct Bank Transactions numbered from **2761** to **2785** and totalling **\$34,324.69**;
  - a. *Includes Credit Card Payments of \$10,626.81 for March, 2023; and*
- (2) Batch Payments **166, 167, 168, 169, & 170**, totalling **\$1,165,068.89**; and
- (3) Business Activity Statement Payment for **February, 2023** and Payroll Payments from **Pay Period Ending 20/03/2023**, totalling **\$131,464.49**.

**VOTING REQUIREMENT**

Simple Majority

**SIGNATURE**

\_\_\_\_\_  
Deputy Chief Executive Officer



**Accounts for Payment  
Presented to Council  
18th April, 2023**

## Accounts for Payment - March 2023 Credit Card Breakdown

Shire of Leonora					
Monthly Report – List of Credit Card Transactions Paid by Delegated Authority					
Submitted to Council on the 18th April, 2023					
The following list of accounts relate to Credit Card Transactions paid under delegation by the Chief Executive Officer, since the previous list of accounts. Payments detailed are from statements for April, 2023 as per Direct Bank Transaction 2785 totalling \$10,626.81.					
CHIEF EXECUTIVE OFFICER					
Reference	Date	Name	Item	Payment by Delegated Authority	Balance
CEO 03/23 (Card 3624)	06/03/2023	Bizness Apps	Monthly subscription to hosting service for Geocaching App - March, 2023	147.32	147.32
	06/03/2023	Qantas	Accommodation for K Reddingius - in Perth for arrival in Leonora for Golden Gift 2023	394.20	541.52
	17/03/2023	Skippers Aviation Pty Ltd	Flights for Kiara Reddingius - Perth to Leonora (Golden Gift 2023)	368.45	909.97
	17/03/2023	Skippers Aviation Pty Ltd	Flights for Kiara Reddingius - Leonora - Perth - Golden gift 2023	368.45	1,278.42
	17/03/2023	Foxtel	Foxtel & phonenumber - 35 Hoover Street Leonora - March, 2023	216.95	1,495.37
	17/03/2023	Qantas	Flights for Kiara Reddingius Brisbane to Perth (Leonora Golden Gift)	403.10	1,898.47
	17/03/2023	Qantas	Flights for K Reddingius - Perth to Melbourne, Leonora Golden Gift 2023	362.70	2,261.17
	28/03/2023	National Australia Bank	Card Fee - March, 2023	9.00	2,270.17
<b>Total CEO Card March, 2023</b>				<b>\$2,270.17</b>	
DCEO 03/23 (Card 4580)	01/03/2023	Home Migration Services	Standard Business Sponsorship and Application Fee	2,236.30	2,236.30
	02/03/2023	Discount Party Supplies	Supplies for Easter event hosted by CRC 2023	69.93	2,306.23
	02/03/2023	Yarn Marketplace	NAIDOC Week 2023 uniforms for CRC staff	179.85	2,486.08
	15/03/2023	EZI Diffuse	Refund of Child HR licence as program no longer being used	-397.00	2,089.08
	16/03/2023	Aloft	Accommodation for P Tavake to attend conference in Perth	956.13	3,045.21
	16/03/2023	Aloft	Accommodation for C Cotterill to attend conference in Perth	911.47	3,956.68
	16/03/2023	Air BNB	Accommodation for K Van Zweden to attend OHS Training in Kalgoorlie	817.95	4,774.63
	20/03/2023	Air BNB	Refund for night not stayed	-145.56	4,629.07
	22/03/2023	Zoom	Videoconferencing Licences x 2 (CRC & Admin)	419.80	5,048.87
	28/03/2023	National Australia Bank	Card Fee - March, 2023	9.00	5,057.87
<b>Total DCEO Card March, 2023</b>				<b>\$5,057.87</b>	
MWS 03/23 (Card 7478)	06/03/2023	Harvey Norman AV/IT Kalgoorlie	Computer Mouse for Depot Office	59.00	59.00
	13/03/2023	Eagle Petroleum (WA) Pty Ltd	Fuel for P6	100.00	159.00
	14/03/2023	Bunnings Building Supplies Pty Ltd	Bolts, light globes and other supplies for depot maintenance	452.80	611.80
	16/03/2023	MetroCount	Centreline flaps	429.00	1,040.80
	17/03/2023	Goldfields Truck and Plant Hire	Filters as requested by Depot	71.40	1,112.20
	20/03/2023	Stratco (WA) Pty Ltd	Downpipe adaptors & straps for depot	86.54	1,198.74
	20/03/2023	Karri Holdings PL	Packout mounting plate	72.00	1,270.74
	20/03/2023	Karri Holdings PL	4 x Batteries	500.00	1,770.74
	20/03/2023	Bunnings Building Supplies Pty Ltd	Cables, powerpoint outlet and storage containers for depot	196.69	1,967.43
	27/03/2023	National Australia Bank	Card Fee - March, 2023	9.00	1,976.43
	27/03/2023	Reece Australia Pty Ltd	Spare plumbing parts for garden maintenance	1,340.83	3,317.26
	27/03/2023	Reece Australia Pty Ltd	Refund for stock not available	-35.50	3,281.76
<b>Total MWS Card March, 2023</b>				<b>\$3,281.76</b>	
Other Fees /	06/02/2023	National Australia Bank	International Transaction Fee re: payment for Geocaching App Subscription - March, 2023	4.42	4.42

## Accounts for Payment - March 2023 Credit Card Breakdown

Reference	Date	Name	Item	Payment by Delegated Authority	Balance
Payments 03/23	22/03/2023	National Australia Bank	International Transaction Fee re: payment for Zoom Subscription - March, 2023	12.59	17.01
	<b>Total Other Fees/Payments March, 2023</b>			<b>\$17.01</b>	
2785	03/04/2023	National Australia Bank	Shire Credit Cards for March, 2023	\$10,626.81	



### Accounts for Payment - April 2023 Direct Bank Transactions

Shire of Leonora					
Monthly Report – List of Direct Bank Transactions Paid by Delegated Authority					
Submitted to Council on the 18th April, 2023					
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 2761 to 2785 and totalling \$34,324.69					
<b>CHIEF EXECUTIVE OFFICER</b>					
Transaction	Date	Name	Item	Payment by Delegated Authority	Balance
2761	15/03/2023	3E Advantage Pty Ltd	Fees & charges for printers February 2023	4,335.46	4,335.46
2762	24/03/2023	ANZ Smart Choice Super	Superannuation PPE: 20/03/2023	250.67	4,586.13
2763	24/03/2023	Australian Super	Superannuation PPE: 20/03/2023	3,156.75	7,742.88
2764	24/03/2023	Aware Super	Superannuation PPE: 20/03/2023	10,981.80	18,724.68
2765	24/03/2023	Christian Super	Superannuation PPE: 20/03/2023	73.50	18,798.18
2766	24/03/2023	CBUS	Superannuation PPE: 20/03/2023	635.33	19,433.51
2767	24/03/2023	HESTA	Superannuation PPE: 20/03/2023	547.30	19,980.81
2768	24/03/2023	Host Plus	Superannuation PPE: 20/03/2023	657.80	20,638.61
2769	24/03/2023	ING Superannuation Fund	Superannuation PPE: 20/03/2023	265.35	20,903.96
2770	24/03/2023	MTAA Superannuation Fund	Superannuation PPE: 20/03/2023	470.51	21,374.47
2771	24/03/2023	Rest Superannuation	Superannuation PPE: 20/03/2023	253.77	21,628.24
2772	24/03/2023	TWU Superannuation Fund	Superannuation PPE: 20/03/2023	1,282.69	22,910.93
2773	24/03/2023	Wealth Personal Super	Superannuation PPE: 20/03/2023	229.57	23,140.50
2774	31/03/2023	Click Super	Contribution & facility fee February 2023	18.37	23,158.87
2775	31/03/2023	National Australia Bank	Rec centre merchant fees March 2023	20.00	23,178.87
2776	31/03/2023	National Australia Bank	Childcare merchant fees February 2023	20.00	23,198.87
2777	31/03/2023	National Australia Bank	Events merchant fees March 2023	20.00	23,218.87
2778	31/03/2023	National Australia Bank	Info centre merchant fees March 2023	20.45	23,239.32
2779	31/03/2023	National Australia Bank	CRC merchant fees March 2023	22.99	23,262.31
2780	31/03/2023	National Australia Bank	Airport merchant fees March 2023	28.58	23,290.89
2781	31/03/2023	National Australia Bank	NAB connect fee Access and usage	45.24	23,336.13
2782	31/03/2023	National Australia Bank	Muni acct bank fees March 2023	50.90	23,387.03
2783	31/03/2023	National Australia Bank	Shire office/museum merchant fees March 2023	299.85	23,686.88
2784	03/04/2023	Westnet	Monthly hosting of CRC email address February 2023	11.00	23,697.88
2785	03/04/2023	National Australia Bank	Credit Cards - March, 2023	10,626.81	34,324.69
<b>GRAND TOTAL</b>				<b>\$34,324.69</b>	

### Accounts for Payment - April 2023 Batch Payments 166 - 170

Shire of Leonora					
Monthly Report – List of Accounts Paid by Delegated Authority					
Submitted to Council on the 18th April, 2023					
<p><b>Batch Payments 166, 167, 168, 169, &amp; 170</b>, totalling <b>\$1,165,068.89</b> have 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>					
<p>_____</p> <p><b>CHIEF EXECUTIVE OFFICER</b></p>					
Batch Ref	Date	Name	Item	Payment by delegated Authority	Balance
BP 166.01	17/03/2023	A&K Building and Property Maintenance	Installation of fencing at 11 Walton Street	3,850.00	3,850.00
BP 166.02	17/03/2023	Air Liquide W.A. Ltd	Container rental fee	23.54	3,873.54
BP 166.03	17/03/2023	Bitz Batteries	1 battery for Grader Camp	396.66	4,270.20
BP 166.04	17/03/2023	Building and Energy	BCTIF Levy - 01/02/2023 to 28/02/2023	137.48	4,407.68
BP 166.05	17/03/2023	Bunnings Building Supplies Pty Ltd	Various nuts and bolts	574.67	4,982.35
BP 166.06	17/03/2023	Calimo Pty Ltd	Construction of Leonora Retirement Village Progress Claim #5	346,500.00	351,482.35
BP 166.07	17/03/2023	Central Hotel	Lunches for meeting 16/02/2023	162.00	351,644.35
BP 166.08	17/03/2023	Coyles Mower & Chainsaw Centre	Repairs for whipper snippers and blowers at Depot	773.20	352,417.55
BP 166.09	17/03/2023	Dunning's	Aviation Fuel - Drums x 38 refill 7600L @ 2.9391	22,337.17	374,754.72
BP 166.10	17/03/2023	E. Fire and Safety	Annual inspection of Shire fire equipment	1,921.15	376,675.87
BP 166.11	17/03/2023	Harvey Norman Bedding Kalgoorlie	Bedding for grader camp	1,696.00	378,371.87
BP 166.12	17/03/2023	Heatley's Sales Pty Ltd	Cleaning supplies and parts	299.42	378,671.29
BP 166.13	17/03/2023	Hersey's Safety Pty Ltd	Workshop consumables	1,884.27	380,555.56
BP 166.14	17/03/2023	John Nielson	Reimbursement of costs associated with Leonora Extended Shotgun Club Inc	1,105.90	381,661.46
BP 166.15	17/03/2023	Kleenheat Gas	Gas bottles as requested	280.50	381,941.96
BP 166.16	17/03/2023	Lambron Contracting Pty Ltd.	Grading of Old Agnew Rd - 5317, 5318 & 5319	22,363.00	404,304.96
BP 166.17	17/03/2023	Luck Thai Cleaning	Cleaning of Shire buildings 27/02/23 to 12/03/23	6,954.75	411,259.71
BP 166.18	17/03/2023	Magnum Road Maintenance - MRM	Supply Grader Operator for maintenance grading on various Shire roads	5,082.00	416,341.71
BP 166.19	17/03/2023	Marlou Contracting Pty Ltd	Remove and deliver bore pump to Shire yard. Dismantle tanks	1,760.00	418,101.71
BP 166.20	17/03/2023	Moore Australia	Audit of acquittal for Cashless Debit Card Support Services grant	1,650.00	419,751.71
BP 166.21	17/03/2023	NAPA Auto Parts	Wifi aerial	288.20	420,039.91
BP 166.22	17/03/2023	Northern Goldfields Electrical Pty Ltd	Electrical works around shire facilities as required	3,487.00	423,526.91
BP 166.23	17/03/2023	PFD Food Services Pty Ltd	Catering and consumables for Hoover House	598.15	424,125.06

## Accounts for Payment - April 2023 Batch Payments 166 - 170

Batch Ref	Date	Name	Item	Payment by delegated Authority	Balance
BP 166.24	17/03/2023	Resources Trading	Batteries, blower, hand towels and multimeter	1,508.00	425,633.06
BP 166.25	17/03/2023	Talitha Sprigg.	Design software for marketing	209.90	425,842.96
BP 166.26	17/03/2023	TAPS Industries Pty Ltd	Plumbing works as required by Works Department	687.50	426,530.46
BP 166.27	17/03/2023	Telstra	Camping Requisites 0147 165484 and 0147 168714	195.00	426,725.46
BP 166.28	17/03/2023	Toll Transport Pty Ltd	Freight charges for Depot and Admin	1,275.62	428,001.08
BP 166.29	17/03/2023	Water Corporation	Service charges for LOT 541L Otterburn Street	46.08	428,047.16
BP 166.30	17/03/2023	Weusandi Contractors	Work on Old Agnew Road	36,862.10	464,909.26
BP 166.31	17/03/2023	Woodbine Park Pty Ltd	Travel, surveying and applications with Landgate	5,962.00	470,871.26
<b>Total - Batch Payment 166</b>				<b>470,871.26</b>	
BP 167.01	24/03/2023	123 Drive With Me	Automatic/manual driving lessons 6th March 2023 - Travel from Kal to Leonora	2,007.50	2,007.50
BP 167.02	24/03/2023	Artgold	Creative workshop for school holidays	3,484.80	5,492.30
BP 167.03	24/03/2023	AYA Group Pty Ltd	Consumables provided to the Childcare Centre	86.74	5,579.04
BP 167.04	24/03/2023	Calimo Pty Ltd	Re-tiling and associated works at Leonora Swimming Pool as per tender 04/2022 #3	148,500.00	154,079.04
BP 167.05	24/03/2023	Canine Control	Ranger service for Shire of Leonora - 12th, 13th & 14th March 2023	4,215.20	158,294.24
BP 167.06	24/03/2023	Construction Training Fund-	Building and Construction Training Fund Levy 27/22	116.00	158,410.24
BP 167.07	24/03/2023	Coolgardie Tyre Service	Tyres	4,224.00	162,634.24
BP 167.08	24/03/2023	Coyles Mower & Chainsaw Centre	Parts for shire mowers	315.40	162,949.64
BP 167.09	24/03/2023	Debbie Jordan	Flights - Return trip Leonora to Perth	403.97	163,353.61
BP 167.10	24/03/2023	Eagle Petroleum (WA) Pty Ltd	Fuels and Oils 6x12 (72) grease cartridges	792.00	164,145.61
BP 167.11	24/03/2023	Fitz Gerald Strategies	To provide assistance with the recruitment and selection of a new CEO	10,224.00	174,369.61
BP 167.12	24/03/2023	GTN Services	12V battery for genset	259.80	174,629.41
BP 167.13	24/03/2023	Hocking Heritage Studio	Setting up eHive archive system and data inputting collection information	6,325.00	180,954.41
BP 167.14	24/03/2023	Hurst Contracting.	New leach drain at Hoover House	1,474.00	182,428.41
BP 167.15	24/03/2023	Juwest Pty Ltd	Installation of water and sewerage to outdoor sink at Hoover House as per quote: JW0542	3,234.00	185,662.41
BP 167.16	24/03/2023	Kayla van Zweden	Plumbing parts for 13 Fitzgerald Drive	82.58	185,744.99
BP 167.17	24/03/2023	Kiara Reddingius	Patron Leonora's Golden Gift Annual Sponsorship, 2023	3,000.00	188,744.99

## Accounts for Payment - April 2023 Batch Payments 166 - 170

Batch Ref	Date	Name	Item	Payment by delegated Authority	Balance
BP 167.18	24/03/2023	Magnum Road Maintenance - MRM	Supply grader operator for maintenance grading on various Shire roads	5,082.00	193,826.99
BP 167.19	24/03/2023	Monica Dellaca.	Nurses incentive payment - registered nurse - 1st July, 2022 to 12th March, 2023.	2,833.00	196,659.99
BP 167.20	24/03/2023	Netlogic Information Technology	Upgrade UISP and firmware on PtP radion links across town	262.50	196,922.49
BP 167.21	24/03/2023	Office National Kalgoorlie	Various stationery	1,061.91	197,984.40
BP 167.22	24/03/2023	Outback Parks&Lodges	Ranger accommodation	330.00	198,314.40
BP 167.23	24/03/2023	Peter Brown	13 Fitzgerald Drive enclose outdoor verandah - Labour Hire - 40 hours	1,800.00	200,114.40
BP 167.24	24/03/2023	PFD Food Services Pty Ltd	Consumables for Hoover House	550.30	200,664.70
BP 167.25	24/03/2023	RSM Australia	Independent Audit for the 2021-23 RADS Grant final report	3,300.00	203,964.70
BP 167.26	24/03/2023	Shire Of Leonora - General	Building levies in relation to permit 27/22 - CP2357 Shed at Depot	195.46	204,160.16
BP 167.27	24/03/2023	Snap Printing	Business cards for Peter Craig	151.00	204,311.16
BP 167.28	24/03/2023	St John Ambulance Western Australia Ltd	First aid training course 11 March 2023	1,120.00	205,431.16
BP 167.29	24/03/2023	State Library of WA	Freight recoup January to June 2023	177.38	205,608.54
BP 167.30	24/03/2023	Tanya McColgan.	Reimbursement for expenses for Nyunngaku Women's Group	6,596.82	212,205.36
BP 167.31	24/03/2023	Telstra	Camping Requisites - 0147 187525 - 0147 150889	90.00	212,295.36
BP 167.32	24/03/2023	Toll Transport Pty Ltd	Freight for admin office	272.68	212,568.04
BP 167.33	24/03/2023	Water Corporation	Water usage charges 16/01/2023 to 13/03/2023 - Shared offices/admin centre	16,784.12	229,352.16
BP 167.34	24/03/2023	Western Australian Local Government Ass.	Delivery of 2x courtesy speed signs for Leonora 8th March 2023 - 19th April 2023	80.76	229,432.92
<b>Total - Batch Payment 168</b>				<b>229,432.92</b>	
BP 168.01	03/04/2023	AYA Group Pty Ltd	Purchases from supermarket for Shire staff & community programs throughout March, 2023	1,683.20	1,683.20
BP 168.02	03/04/2023	BOC Limited	Monthly Container Service for Medical Centre & Depot	134.43	1,817.63
BP 168.03	03/04/2023	Central Regional TAFE.	Childcare & OHS training	1,376.88	3,194.51
BP 168.04	03/04/2023	City Of Kalgoorlie/Boulder	Quarterly contribution to Regional Support Hub - March 2023	20,521.13	23,715.64
BP 168.05	03/04/2023	Coyles Mower & Chainsaw Centre	Stihl Brush cutter cord	65.00	23,780.64
BP 168.06	03/04/2023	Creative Spaces	Fee for 4 day site visit to Gwalia Museum to assist with Archives. Includes site visit expenses.	8,541.29	32,321.93
BP 168.07	03/04/2023	Debbie Jordan	Reimbursement for Easter Eggs for kids at LELC	29.50	32,351.43
BP 168.08	03/04/2023	Documentary Services Pty Ltd	Title Searches - LOT 528 Laverton-Leonora Road.	31.02	32,382.45

## Accounts for Payment - April 2023 Batch Payments 166 - 170

Batch Ref	Date	Name	Item	Payment by delegated Authority	Balance
BP 168.09	03/04/2023	Elite Gym Hire	Gym equipment hire for the Month of April 2023	1,499.74	33,882.19
BP 168.10	03/04/2023	Everett Butchers	Supplies for Harmony Day - meat	828.80	34,710.99
BP 168.11	03/04/2023	GK Creative	500 bin stickers for Safer Leonora Plan	995.00	35,705.99
BP 168.12	03/04/2023	Goldfields Mining Supplies	Old Agnew SLK 21.00 to SLK 41.0. hoses and fitting for tanks and water pump	1,087.70	36,793.69
BP 168.13	03/04/2023	GTN Services	Tyres for EHO Vehicle 4L	622.60	37,416.29
BP 168.14	03/04/2023	Hocking Heritage Studio	Hours and expenses relating to the archival at the museum inc travel and meals	12,031.03	49,447.32
BP 168.15	03/04/2023	Horizon Power	Power and Supply Charges 21/02/2023 to 20/03/2023	730.04	50,177.36
BP 168.16	03/04/2023	Jim Epis -	Recreation Allowance as per Contract	9,083.87	59,261.23
BP 168.17	03/04/2023	John Nielson	Reimbursement of costs associated with Leonora Extended Shooters Club Inc	695.80	59,957.03
BP 168.18	03/04/2023	Juwest Pty Ltd	Removal of oven from Hoover House as per quote- JW0563	1,006.50	60,963.53
BP 168.19	03/04/2023	Landgate	Mining Tenements schedule No. M2023/03	189.70	61,153.23
BP 168.20	03/04/2023	Leonora Motor Inn	Accommodation for 3 nights for consultant - Gemma Dewar & Rikki Clarke	870.00	62,023.23
BP 168.21	03/04/2023	Luck Thai Cleaning	Cleaning Shire buildings 13/03/2023 to 26/03/2023	7,755.44	69,778.67
BP 168.22	03/04/2023	Magnum Road Maintenance - MRM	Supply Grader Operator for maintenance grading on various Shire Roads	3,630.00	73,408.67
BP 168.23	03/04/2023	Marie Pointon.	Supplies for Harmony Day - Cake	250.00	73,658.67
BP 168.24	03/04/2023	Modern Teaching Aids Pty Ltd	Activity Expenses - Craft Supplies	315.48	73,974.15
BP 168.25	03/04/2023	Netlogic Information Technology	Consulting: investigate/diagnose various server issues	525.00	74,499.15
BP 168.26	03/04/2023	Northern Goldfields Electrical Pty Ltd	Repairs and maintenance - Airport & Recreation Centre. Repair lights	4,556.20	79,055.35
BP 168.27	03/04/2023	Office National Kalgoorlie	Travel charges for Shire photocopier maintenance for 2022-2023 financial year	582.87	79,638.22
BP 168.28	03/04/2023	Office of the Auditor General	Fee for attest audit for the year ended 30th June 2023	52,470.00	132,108.22
BP 168.29	03/04/2023	Outback Parks&Lodges	Upgrade of CCTV System Depot - Accommodation for Brian Rhodes	209.00	132,317.22
BP 168.30	03/04/2023	Peter Craig.	Reimbursement of accommodation costs as part of trip to Canberra	155.00	132,472.22
BP 168.31	03/04/2023	PFD Food Services Pty Ltd	Consumables for Hoover House	424.80	132,897.02
BP 168.32	03/04/2023	Prosegur Australia Pty Ltd	ATM Fees and Charges - February 2023	3,104.73	136,001.75
BP 168.33	03/04/2023	Puipuilupe Tavake.	Reimbursement for Harmony Day event expenses.	1,730.67	137,732.42

## Accounts for Payment - April 2023 Batch Payments 166 - 170

Batch Ref	Date	Name	Item	Payment by delegated Authority	Balance
BP 168.34	03/04/2023	Ray Stent	Carport Depot - Engineering compliance and CDC	500.00	138,232.42
BP 168.35	03/04/2023	Regional Airport Management Services Pty	Works completed at Leonora Airport.	8,910.00	147,142.42
BP 168.36	03/04/2023	Resources Trading	Supply 1 4" Pump for Roadworks	6,562.99	153,705.41
BP 168.37	03/04/2023	Richel Berry.	Harmony Day expenses	211.03	153,916.44
BP 168.38	03/04/2023	Steven Tweedie	Fee for services following appointment as independent member of the CEO Recruitment and Selection Panel	792.00	154,708.44
BP 168.39	03/04/2023	TAPS Industries Pty Ltd	Remove and Replace Hot Water Unit at Lot 1142 Walton (North)	1,806.81	156,515.25
BP 168.40	03/04/2023	Taylor Burrell Barnett	To provide professional services to assist with the residential development of Lot 31 Fitzgerald Drive	998.80	157,514.05
BP 168.41	03/04/2023	Telstra	Phone Fees and Charges for J G Epis Centre February 2023 to March 2023	2,511.17	160,025.22
BP 168.42	03/04/2023	The Framing Factory	Print and Frame King Charles and Shipping to Leonora	590.00	160,615.22
BP 168.43	03/04/2023	Water Corporation	Water use and service charge oval 18/01/2023 - 13/03/2023	5,750.63	166,365.85
BP 168.44	03/04/2023	Wessie Pty Ltd	Hire of Komatsu Dozers to push gravel on Old Agnew Road and Accommodation	40,645.00	207,010.85
BP 168.45	03/04/2023	Wurth Australia Pty Ltd	Parts and Repairs consumables for shed	129.11	207,139.96
<b>Total - Batch Payment 168</b>				<b>207,139.96</b>	
BP 169.01	06/04/2023	Avdata Australia	Leonora Water Management (standpipe)	151.80	151.80
BP 169.02	06/04/2023	Building and Energy	BCTIF Levy - 01/03/2023 to 31/03/2023	4,844.83	4,996.63
BP 169.03	06/04/2023	Calimo Pty Ltd	Leonora Pool Retiling	157,220.80	162,217.43
BP 169.04	06/04/2023	Cloud Collections Pty Ltd	Debt Collection services for the 2022/2023 financial year	8,191.35	170,408.78
BP 169.05	06/04/2023	Concept Media	Have-a-go-News Australia's golden outback	1,754.50	172,163.28
BP 169.06	06/04/2023	Dave Hadden	Reimbursement for car service on P4	677.57	172,840.85
BP 169.07	06/04/2023	Eagle Petroleum (WA) Pty Ltd	Shell card transactions March 2023	1,441.41	174,282.26
BP 169.08	06/04/2023	EFTSure	12 month subscription EFTSure software 01/04/2023 - 31/03/2024	5,635.48	179,917.74
BP 169.09	06/04/2023	Goldfields Locksmiths	Swipe cards for gym access and shipping	278.10	180,195.84
BP 169.10	06/04/2023	Horizon Power	Power use and supply charge 25/02/2023 to 24/03/2023	607.47	180,803.31
BP 169.11	06/04/2023	Kayla van Zweden	Reimbursement - Food allowance - CRC & Museum expenses	798.61	181,601.92
BP 169.12	06/04/2023	Leonora Post Office	Monthly costs for shipping and supplies - St Johns Donation	873.63	182,475.55



## Accounts for Payment - April 2023 Batch Payments 166 - 170

Batch Ref	Date	Name	Item	Payment by delegated Authority	Balance
BP 169.13	06/04/2023	Netlogic Information Technology	1 Month Server and PC monitoring	179.00	182,654.55
BP 169.14	06/04/2023	Peter Craig.	Reimbursement of expenses for trip to Canberra	1,174.70	183,829.25
BP 169.15	06/04/2023	Puzzle Consulting	Prepare reports for Prime Minister	1,564.75	185,394.00
BP 169.16	06/04/2023	REDD Horizons Pty Ltd	Rubbish Collection various roads in Leonora Townsite	570.00	185,964.00
BP 169.17	06/04/2023	Shire of Laverton	Pool entry fees for School Holiday Program	31.00	185,995.00
BP 169.18	06/04/2023	Specialised Tree Lopping	Tree lopping services Leonora Community	44,000.00	229,995.00
BP 169.19	06/04/2023	Squire Patton Boggs	Reviewing, amending and drafting of Lease to Horizon Power	1,170.40	231,165.40
BP 169.20	06/04/2023	The Lighting Outlet	LED in-ground lighting for Hoover House	4,223.95	235,389.35
BP 169.21	06/04/2023	The Runner's Tribe	Interim (25%) Leonora Golden Gift Event & Field management and event marketing	21,676.05	257,065.40
<b>Total - Batch Payment 169</b>				<b>257,065.40</b>	
BP 170.01	06/04/2023	Richel Berry.	Reimbursement for tea cups, tea pots, plates and cake stands Hoover House	559.35	559.35
<b>Total - Batch Payment 170</b>				<b>559.35</b>	
<b>GRAND TOTAL</b>				<b>1,165,068.89</b>	

### Accounts for Payment - April 2023 Cheques & Payroll Liabilities

Shire of Leonora					
Monthly Report – List of Accounts Paid by Delegated Authority					
Submitted to Council on the 18th April, 2023					
The following list of accounts has been paid under delegation by the Chief Executive Officer, since the previous list of accounts. Transactions contain Payroll Liability payments since the previous list of accounts paid by Delegated Authority totalling \$131,464.49					
<b>CHIEF EXECUTIVE OFFICER</b>					
Cheque	Date	Name	Item	Payment by Delegated Authority	Balance
BAS022023	22/03/2023	ATO	BAS February 2023	25,666.00	25,666.00
PL21032023	24/03/2023	Shire of Leonora	Payroll deductions PPE: 20/03/2023	2,505.76	28,171.76
PPE20032023	21/03/2023	Shire of Leonora	Salaries & wages PPE: 20/03/2023	103,292.73	131,464.49
<b>GRAND TOTAL</b>				<b>131,464.49</b>	



**10.0 REPORTS****10.3 DEPUTY CHIEF EXECUTIVE OFFICER REPORTS****10.3.(C) BUDGET AMENDMENT - 2022/23 BUDGET**

<b>SUBMISSION TO:</b>	Ordinary Council Meeting Meeting Date: 18th April 2023
<b>AGENDA REFERENCE:</b>	10.3.(C) APR 23
<b>SUBJECT:</b>	Budget Amendment - 2022/23 Budget
<b>LOCATION/ADDRESS:</b>	Leonora
<b>NAME OF APPLICANT:</b>	N/A
<b>FILE REFERENCE:</b>	1.6
<b>AUTHOR, DISCLOSURE OF ANY INTEREST AND DATE OF REPORT</b>	
<b>NAME:</b>	Lee-Anne Trevenen
<b>OFFICER:</b>	Deputy Chief Executive Officer
<b>INTEREST DISCLOSURE:</b>	Nil
<b>DATE:</b>	11th April 2023
<b>SUPPORTING DOCUMENTS:</b>	Nil

**BACKGROUND**

At the conclusion of the recruitment process for the Shire of Leonora's new Chief Executive Officer (CEO) an opportunity became available to have the newly appointed CEO, Ty Matson join the Shire of Leonora workplace earlier than the official CEO appointment date of 1<sup>st</sup> July 2023. This opportunity will allow for a significant handover of the CEO position and provide an in depth transition period prior to formally undertaking the appointment of CEO. In order to be paid for the work being carried out during this time, Ty Matson will be employed on a fixed term basis in the capacity of Manager of Governance from 12<sup>th</sup> April 2023 until 30<sup>th</sup> June 2023.

When preparing the 2022/23 Budget and subsequent budget review in March 2023, staff had yet to consider the potential additional costs associated with the handover period. Executive Management recommend that all costs associated with the CEO retirement, handover and the employment of Manager of Governance for the remainder of the 2022/23 financial year be met through decreasing the budget provision;

*CP2309 – CEO House, non-operating provision be decreased by \$249,780 to \$750,000 and reactivate operating account*

*E142241 – Relief Staff CEO Account, and increase the provision from \$0 to \$249,780*

**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**

There are no financial implications resulting from the recommendation of this report that will have any detrimental effect on the Shire's finances. The non-operating account *CP2309 CEO House* original budget 2022/23 amount was \$750,000 until the budget review undertaken in March 2023 with an increase of the provision by \$249,780. These additional funds will not likely be expended from this account prior to 30<sup>th</sup> June 2023 as the project is still in its initial stages, therefore the decrease of provision to the original budget figure of \$750,000 is recommended without any foreseen financial implications.

**STRATEGIC IMPLICATIONS**

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

**RECOMMENDATIONS**

That the Council, by absolute majority approve the following budget amendments to meet all costs associated with the CEO retirement, handover and the employment of Manager of Governance for the remainder of the 2022/23 financial year period:

- CP2309 – CEO House, provision be decreased by \$249,780 to \$750,000
- E142241 – Relief Staff CEO Account, reactivate and increase provision from \$0 to \$249,780

**VOTING REQUIREMENT**

Absolute Majority

**SIGNATURE**

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Deputy Chief Executive Officer

**10.0 REPORTS****10.4 ENVIRONMENTAL HEALTH OFFICER REPORTS****10.4.(A) UNFIT FOR HUMAN HABITATION**

<b>SUBMISSION TO:</b>	Ordinary Council Meeting Meeting Date: 18th April 2023
<b>AGENDA REFERENCE:</b>	10.4.(A) APR 23
<b>SUBJECT:</b>	Unfit for Human Habitation
<b>LOCATION/ADDRESS:</b>	Lot 80 (99) Otterburn Street, Leonora
<b>NAME OF APPLICANT:</b>	Shire of Leonora
<b>FILE REFERENCE:</b>	23.1.0
<b>AUTHOR, DISCLOSURE OF ANY INTEREST AND DATE OF REPORT</b>	
<b>NAME:</b>	Dave Hadden
<b>OFFICER:</b>	Environmental Health Officer/Building Surveyor
<b>INTEREST DISCLOSURE:</b>	Nil
<b>DATE:</b>	13th April 2023
<b>SUPPORTING DOCUMENTS:</b>	<ol style="list-style-type: none"><li>1. Unfit for Habitation Notice <a href="#">↓</a></li><li>2. 99 Otterburn Street - Photos <a href="#">↓</a></li></ol>

**BACKGROUND**

Councils Environmental Health Officer attended 99 Otterburn Street Leonora on the 13th March 2023 with a Public Health Nurse and Trachoma specialist carrying out a follow up visit to check on the tenant and family members for any more Trachoma infections. The tenant was not home when the follow up visit was carried out however conditions outside the home warranted further investigation inside the home as mice were noted outside on the north western corner of the home. This section of wall/window had been badly vandalised with another window damaged at the north eastern end of the home.

**COMMENT**

As the tenants were not in attendance Councils Environmental Health Officer used his Entry Powers under the Health Act to gain entry to the property through the front door which was unlocked. Upon entry two young dogs were found secured inside with no water or food available. The dogs were sleeping on two single mattresses located on the floor in the living room with urine and faeces visible through the floor areas of the home while mice were visible in the kitchen where the window and external wall sheeting was damaged externally. After a quick inspection through the home (taking pictures) the home was secured upon leaving. The dwelling in its current state is noted as being in an unfit for human habitation condition. As such Councils EHO will be recommending that council support a recommendation to declare the house on the property Unfit for Human Habitation and require the owner of the property, the Housing Authority, to repair or demolish the house within a specified time pursuant to the powers contained in Sections 135 and 137 of the *Health (Miscellaneous Provisions) Act 1911*.

**STATUTORY ENVIRONMENT**

Part V Division 1 Section 135, 136, & 137 of the Health (*Miscellaneous Provisions*) Act 1911

**Part V – Dwellings****Division 1 – Houses unfit for occupation****135. Dwellings unfit for habitation**

- (1) Any local government may, of its own motion, and shall, when required by order of the Chief Health Officer by notice in writing, declare that any house, or any specified part thereof, is unfit for human habitation.
- (2) The notice may direct that such house or part thereof shall not, after a time to be specified in the notice, be inhabited or occupied by any person.
- (3) The notice shall be affixed to some conspicuous part of the house, and a copy of such notice shall be served upon the owner or occupier thereof.

**136. Such house not to be let or occupied**

Any person who, after the expiration of the specified time, inhabits or occupies, or suffers to be inhabited or occupied, such house or part thereof, commits an offence.

**137. Condemned building to be amended or removed**

A notice may be served by the local government upon the owner of such house directing him, within a time limited by such notice, either to amend the same in some specified manner or take down and remove the same provided that –

- (i) the notice may direct the owner to take down and remove the house, without giving him the alternative of amending the same; and
- (ii) any person aggrieved by any notice under this section may apply to the State Administrative Tribunal for a review of the decision.

**POLICY IMPLICATIONS**

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

**FINANCIAL IMPLICATIONS**

There will be some financial implications associated with any legal action relating to non-compliance with the Notice.

**STRATEGIC IMPLICATIONS**

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

**RECOMMENDATIONS**

That council determine to declare the house on the property at Lot 80 (99) Otterburn Street, Leonora, Unfit for Human Habitations, and require the owner of the property, the Housing Authority, to repair or demolish the house within a specified time, pursuant to the powers contained in Sections 135 and 137 of the *Health (Miscellaneous Provisions) Act 1911*.

**VOTING REQUIREMENT**

Simple Majority

**SIGNATURE**

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Environmental Health Officer/ Building Surveyor

**HEALTH (MISCELLANEOUS PROVISIONS) ACT 1911****NOTICE****UNFIT FOR HUMAN HABITATION**

To: Housing Authority  
Department of Communities  
5 Newman Court  
FREMANTLE WA 6160

You are the owner of the house specified in the First Schedule hereto (**House**).

**TAKE NOTICE** that by virtue of the powers conferred under Section 135 of the *Health (Miscellaneous Provisions) Act 1911 (Act)*, the Council of the Shire of Leonora, being the local authority in and for the district of the Shire of Leonora **HEREBY**:

- A. **DECLARES** that the House is **UNFIT FOR HUMAN HABITATION**; and
- B. **DIRECTS** that the House shall not after the date of this Notice be inhabited or occupied by any person.

Note: Any person who, after the date of this Notice inhabits or occupies, or suffers to be inhabited or occupied, such house or part thereof, commits an offence.

**AND TAKE FURTHER NOTICE** that by virtue of the powers conferred under Section 137 of the Act, the Council of the Shire of Leonora **HEREBY DIRECTS** that by **[insert date]**:

- C. the House be amended by carrying out the works detailed in the **SECOND SCHEDULE** hereto; or
- D. the House be taken down and removed with the property being left in a clean and tidy state to the satisfaction of the Council.

Note: Pursuant to Section 140 of the Act, should you fail to comply with the direction under Section 137 of the Act within the time specified, you will commit an offence and the local government may carry out the terms of the notice and recover all expenses from you the owner.

*If you are aggrieved by this Notice you may appeal against it within 21 days from the date of this Notice to State Administrative Tribunal for a review of the decision.*

### **FIRST SCHEDULE**

A dilapidated and vandalised steel framed, fibro clad, metal roofed house located at 99 Otterburn Street, Leonora, and being Lot 80 on Deposited Plan 222749 comprised in Certificate of Title Volume 1654 Folio 266.

### **SECOND SCHEDULE**

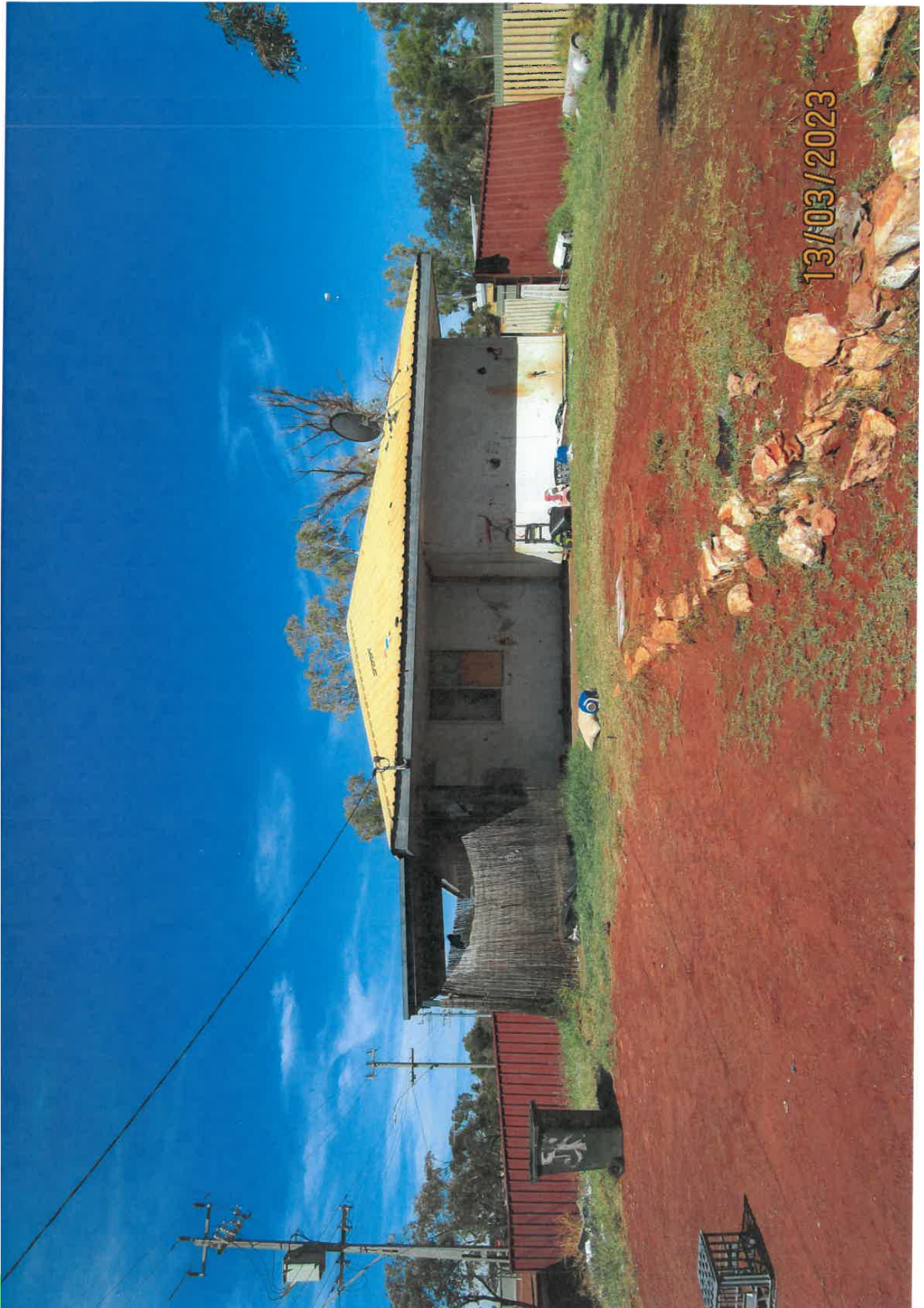
- a) Ensure the footings, foundations and walls, either external or internal are in a sound condition;
- b) Ensure all ceilings, internal wall finishes, skirtings, architraves and other fixtures and fittings are complete and with smooth impervious unbroken surfaces;
- c) Ensure all doors and windows are in good working order and weatherproof condition;
- d) Ensure each habitable room has natural lighting free from any obstruction which would reduce the natural lighting to below the ratio of 10% of the floor area;
- e) Ensure all pipes, fittings and fixtures are connected with water supply, drainage or sewerage and are fit for purpose; and
- f) Ensure all electric wiring, gas services, and fittings are fit for purpose.

Dated this    day of            2023.

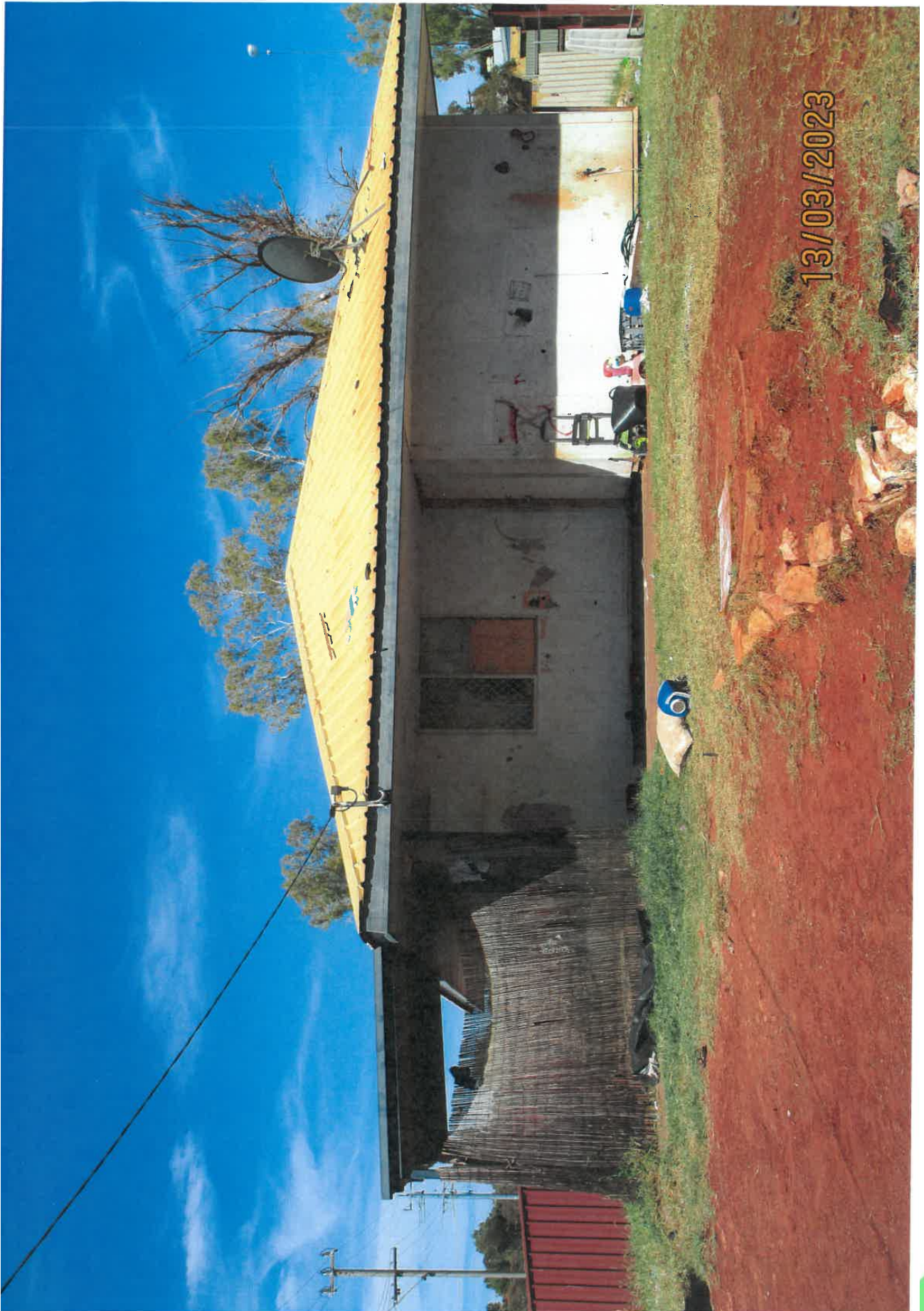
Issued by and under the direction of Council.

David Hadden  
**PRINCIPAL ENVIRONMENTAL HEALTH OFFICER /  
BUILDING SURVEYOR**

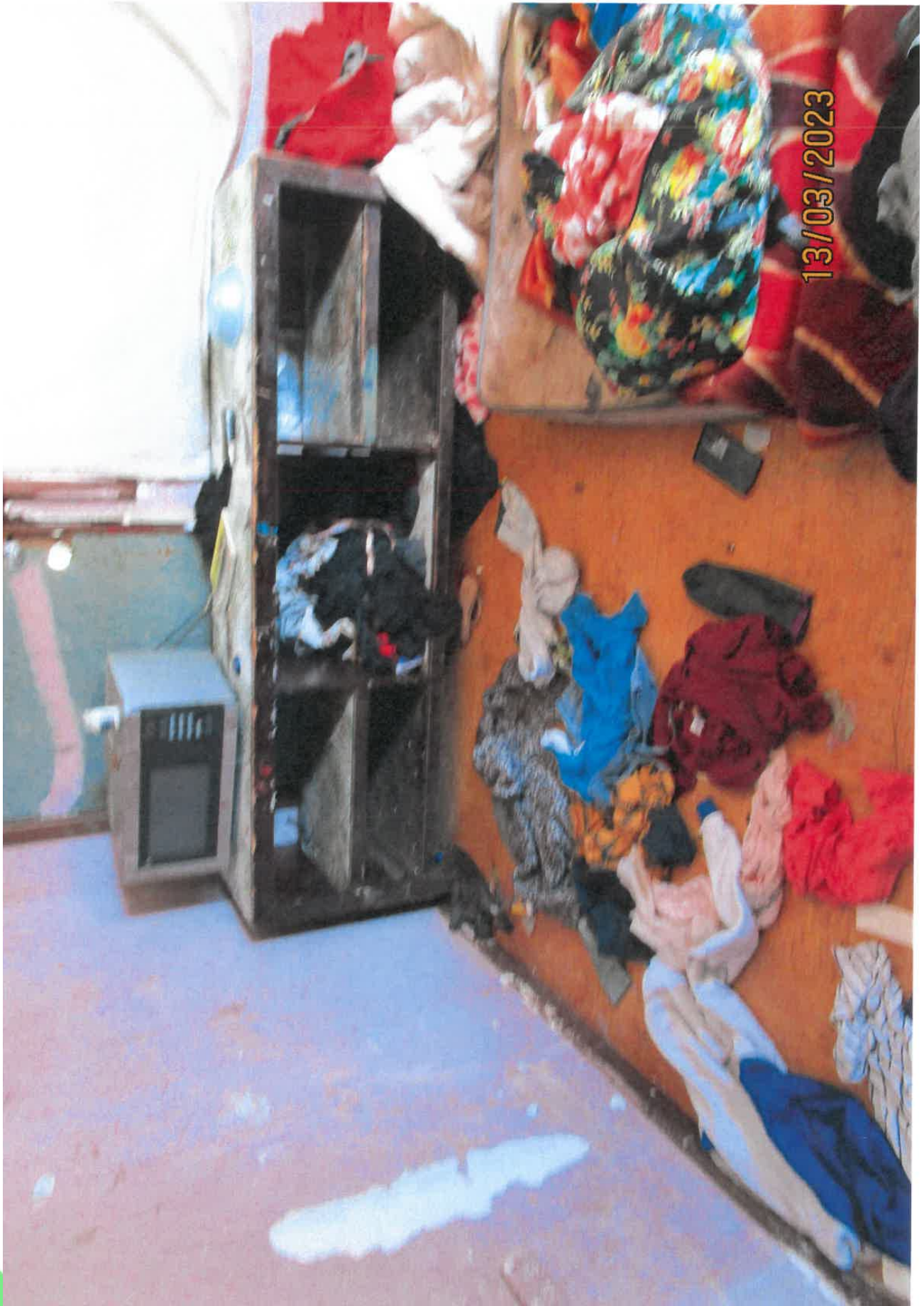


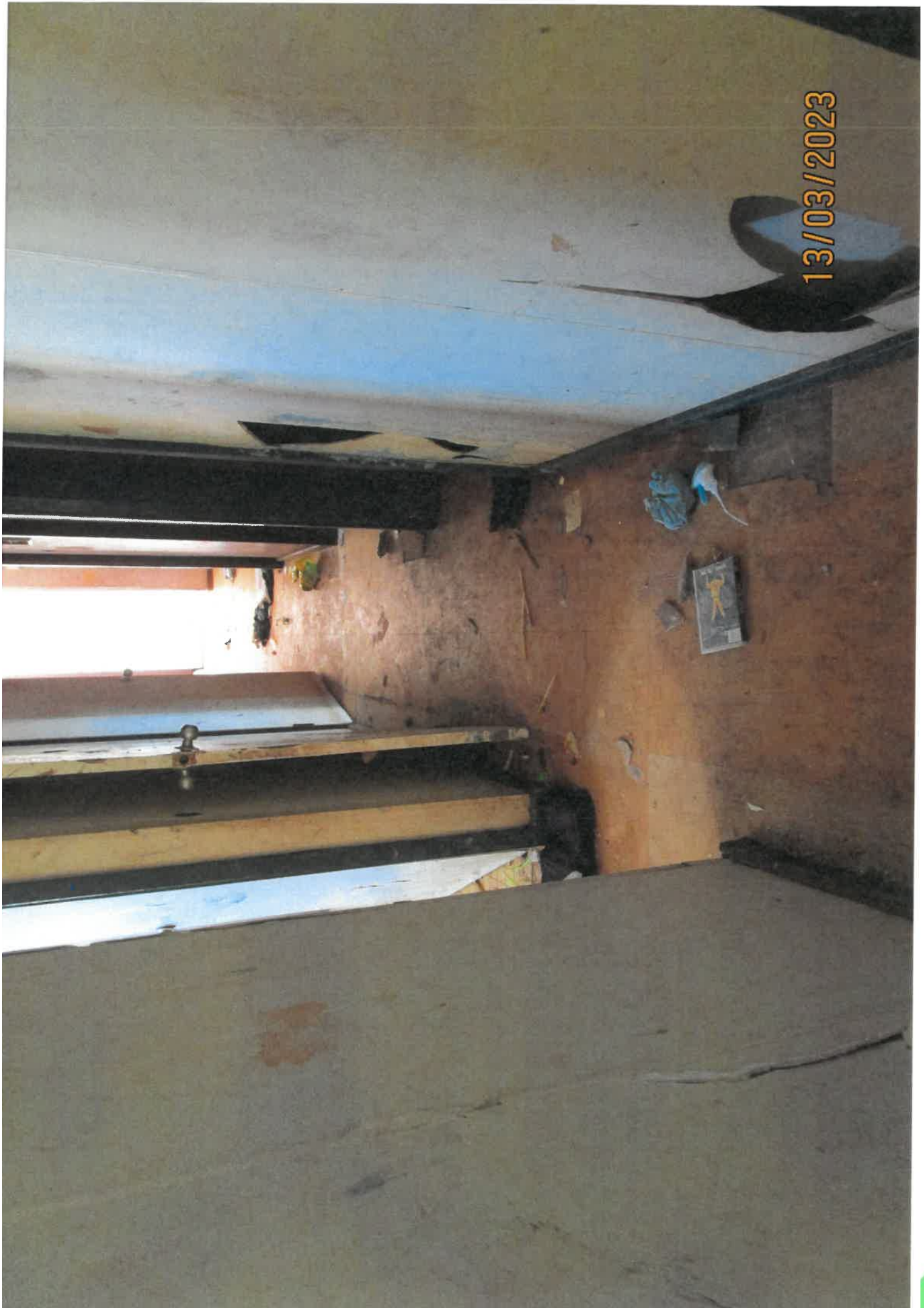












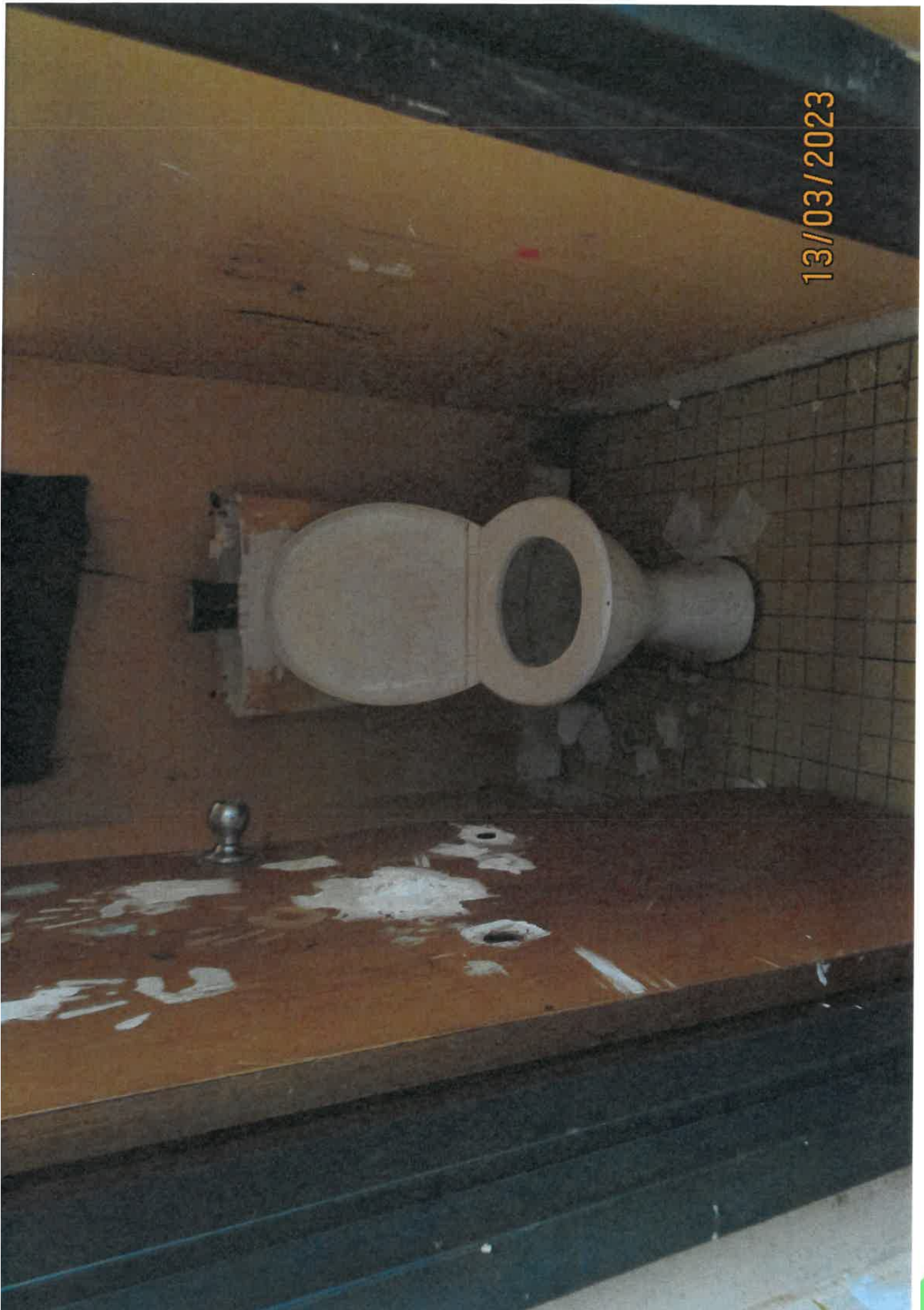




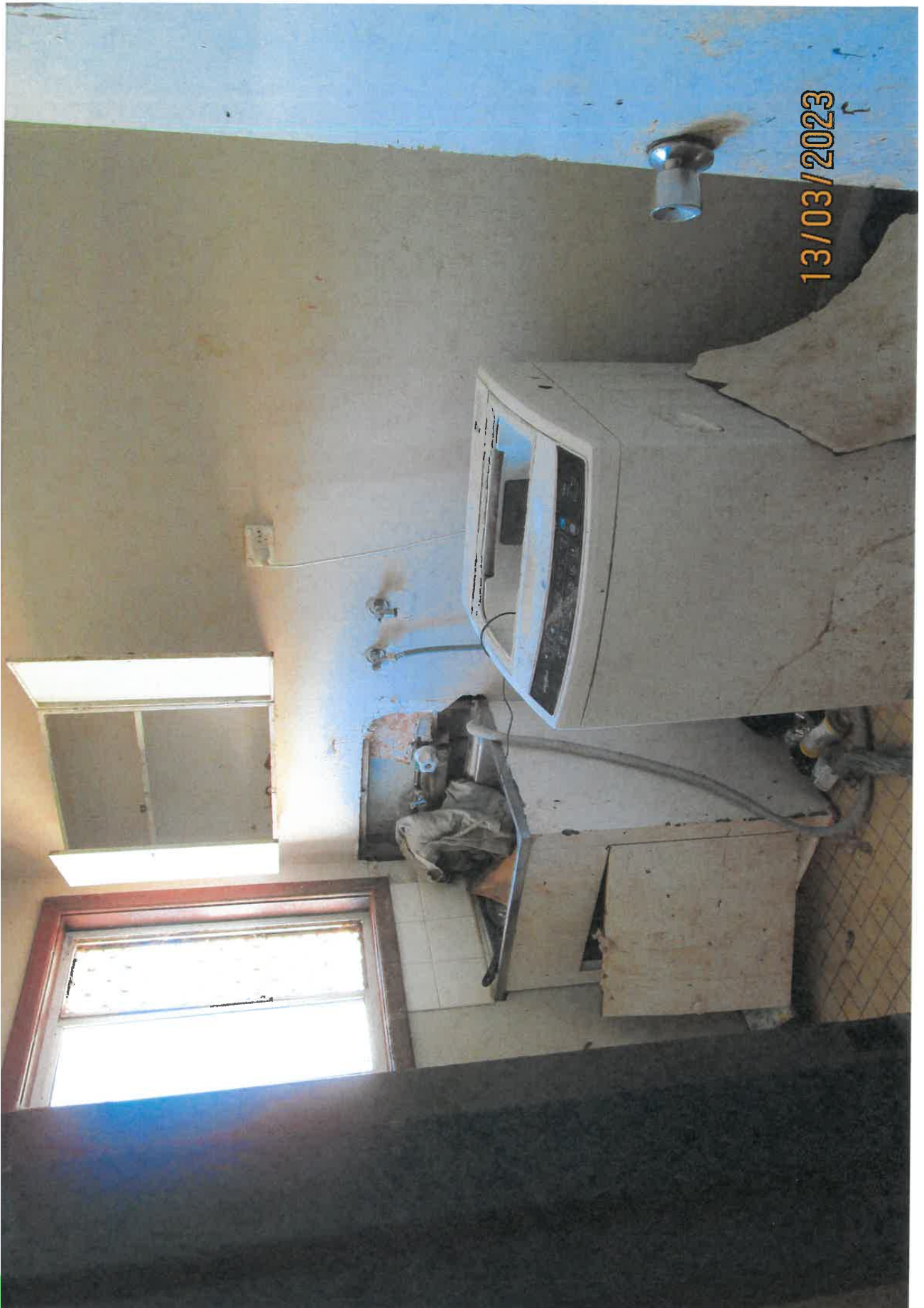




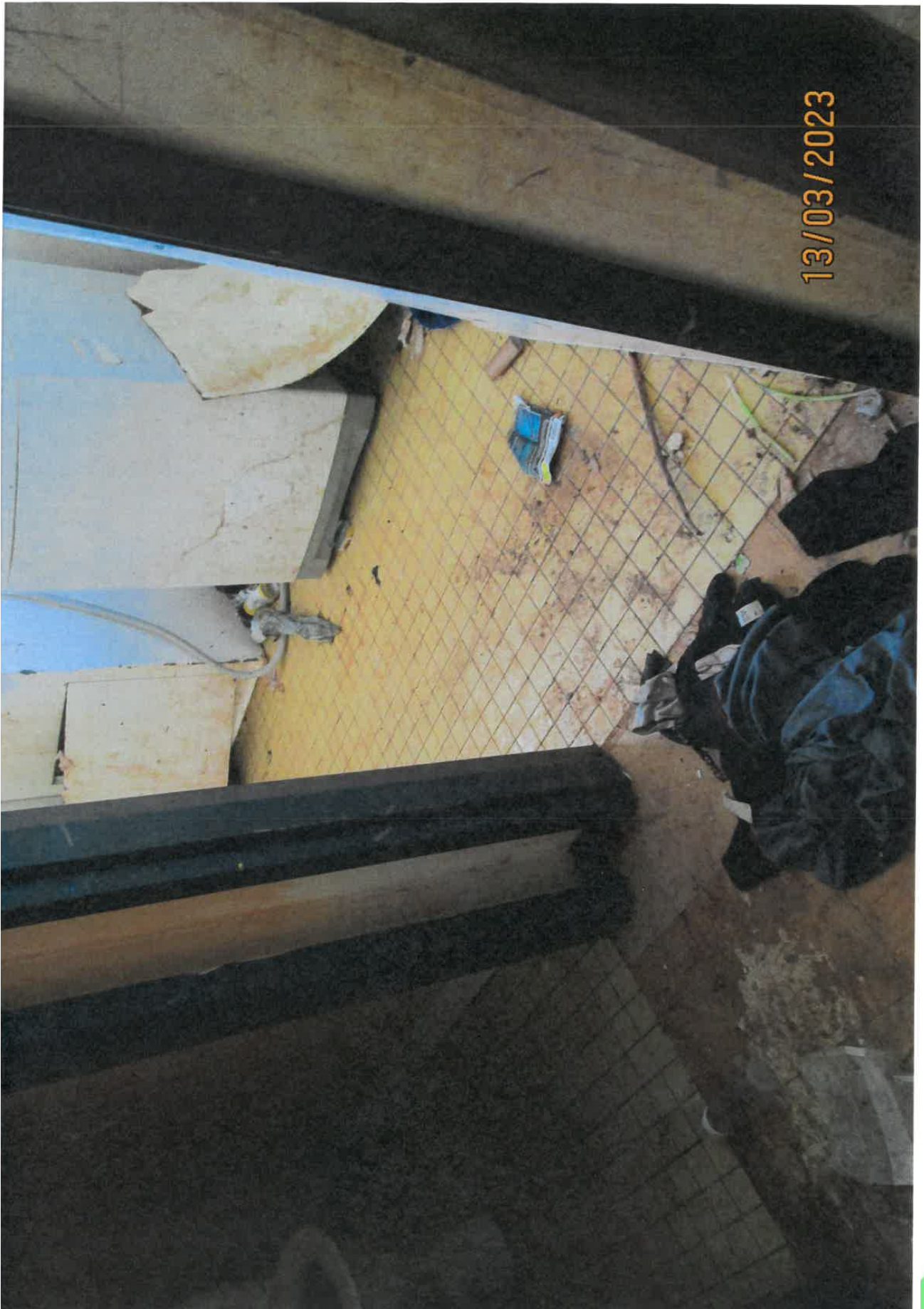


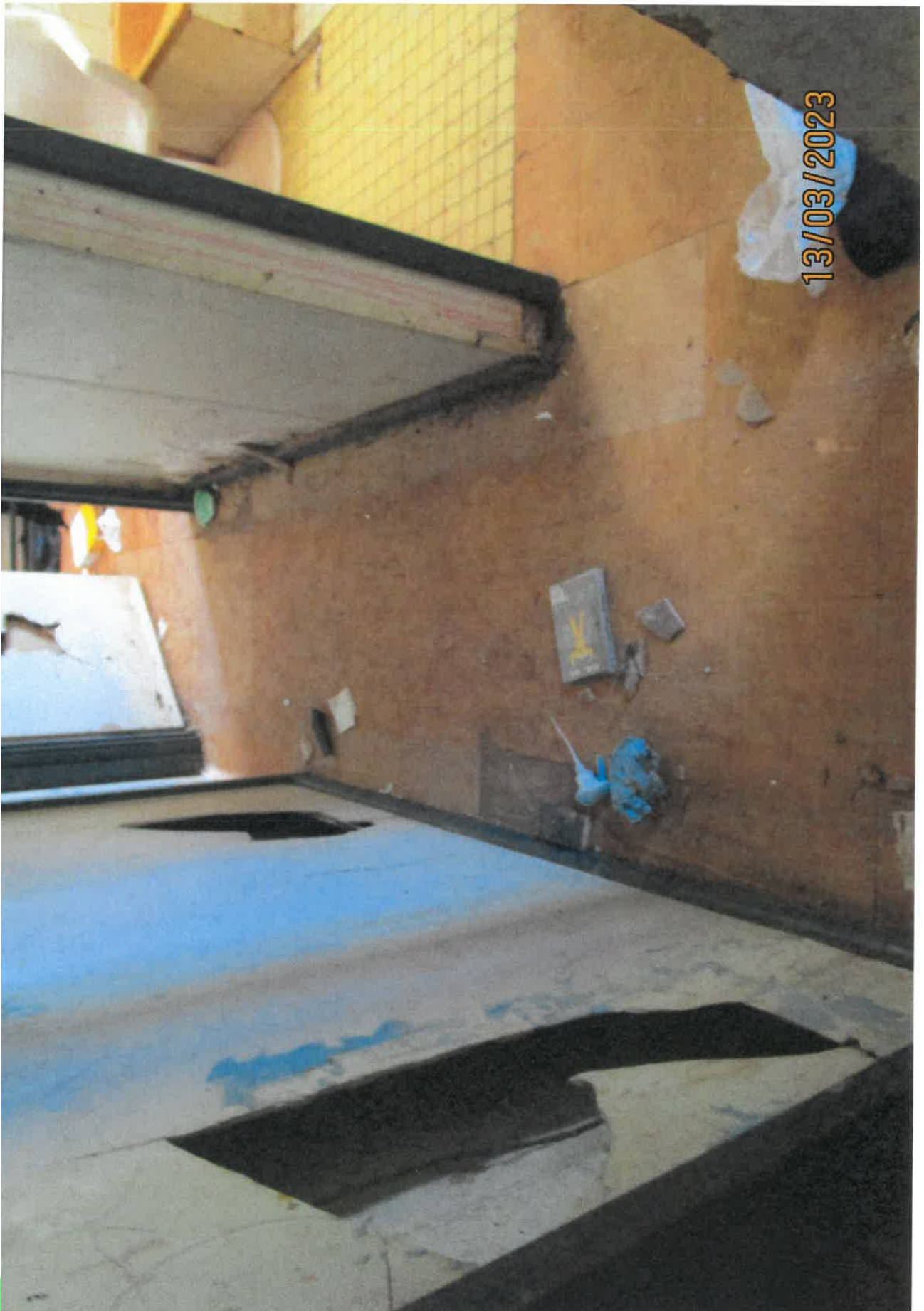




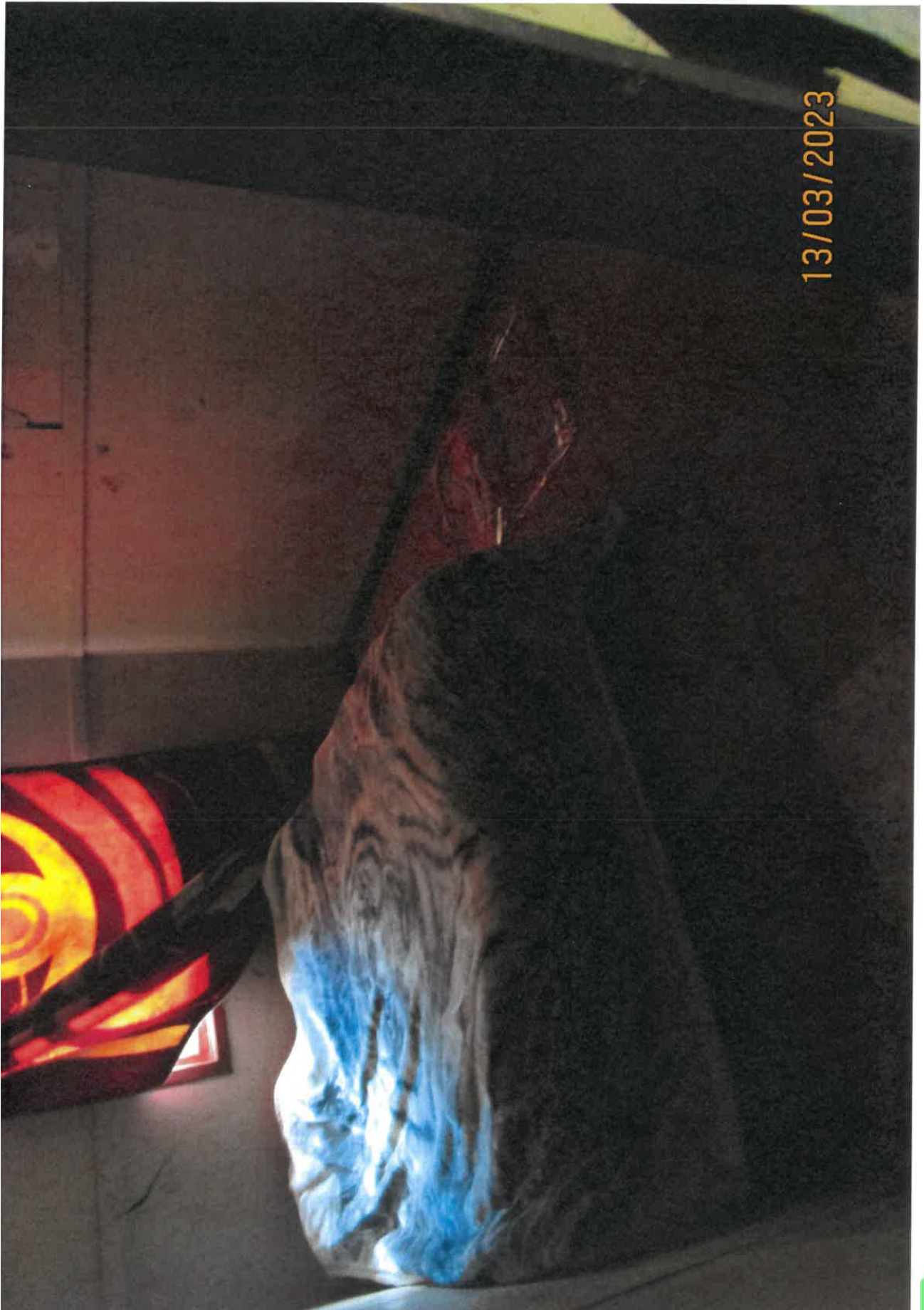






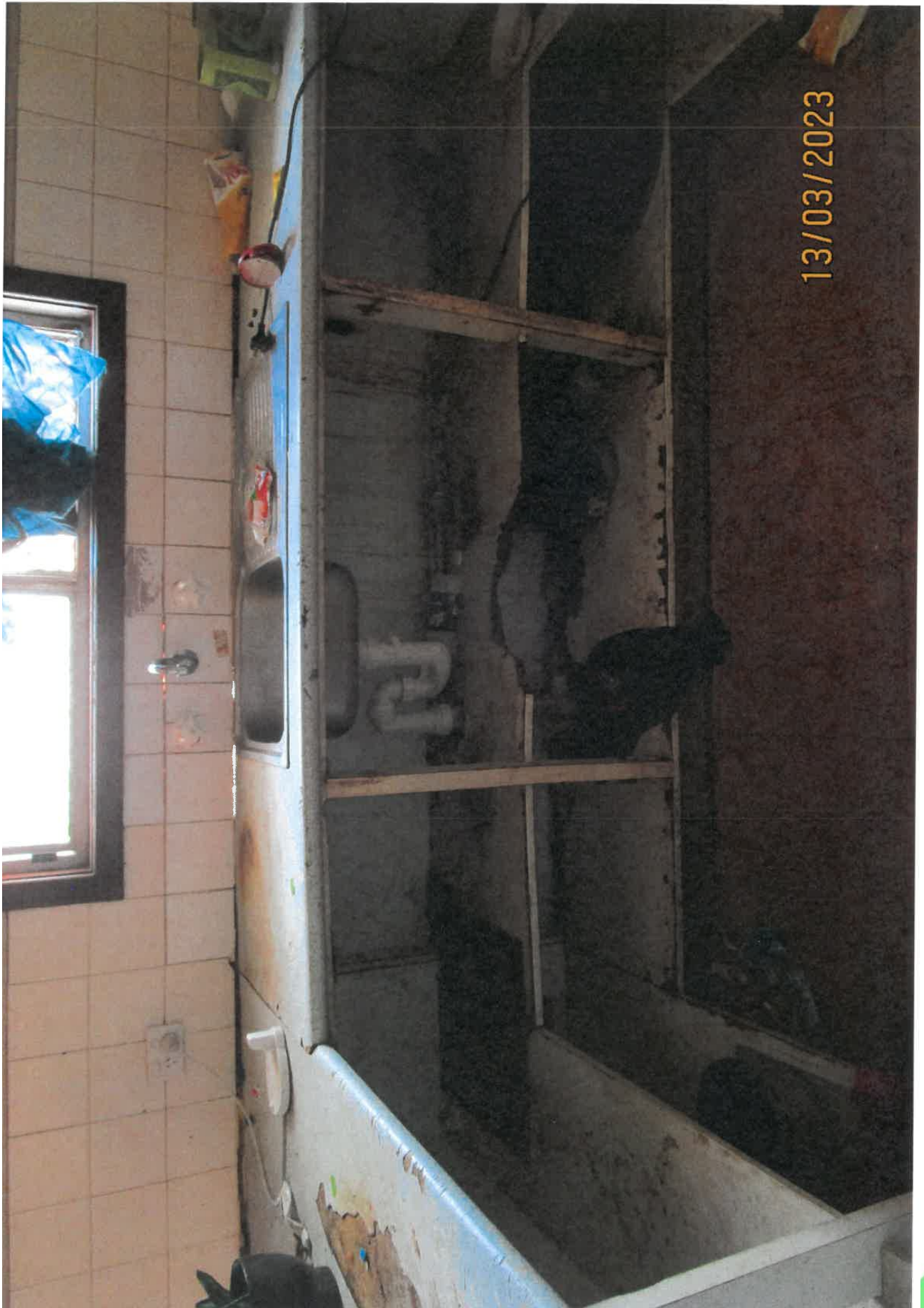


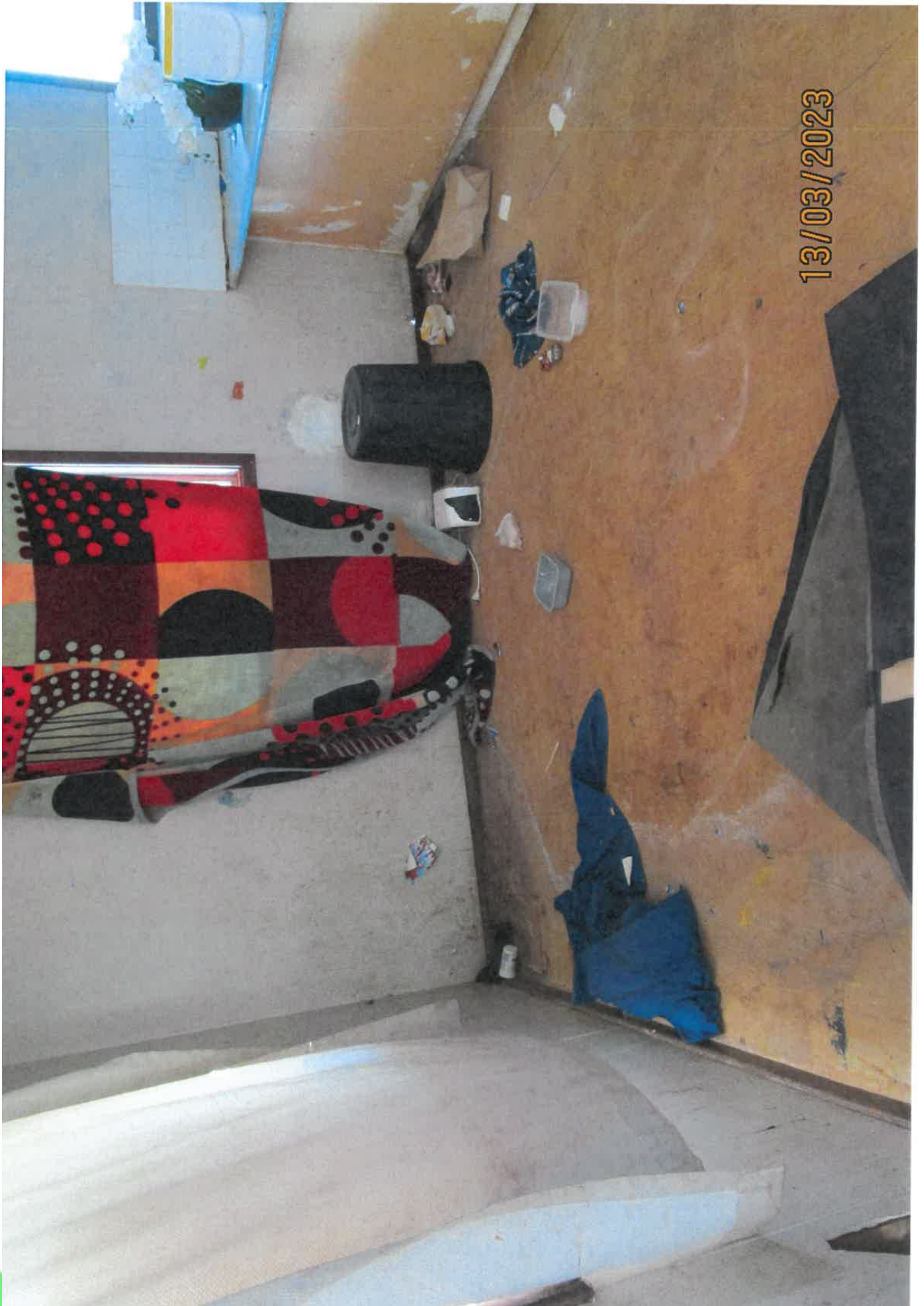




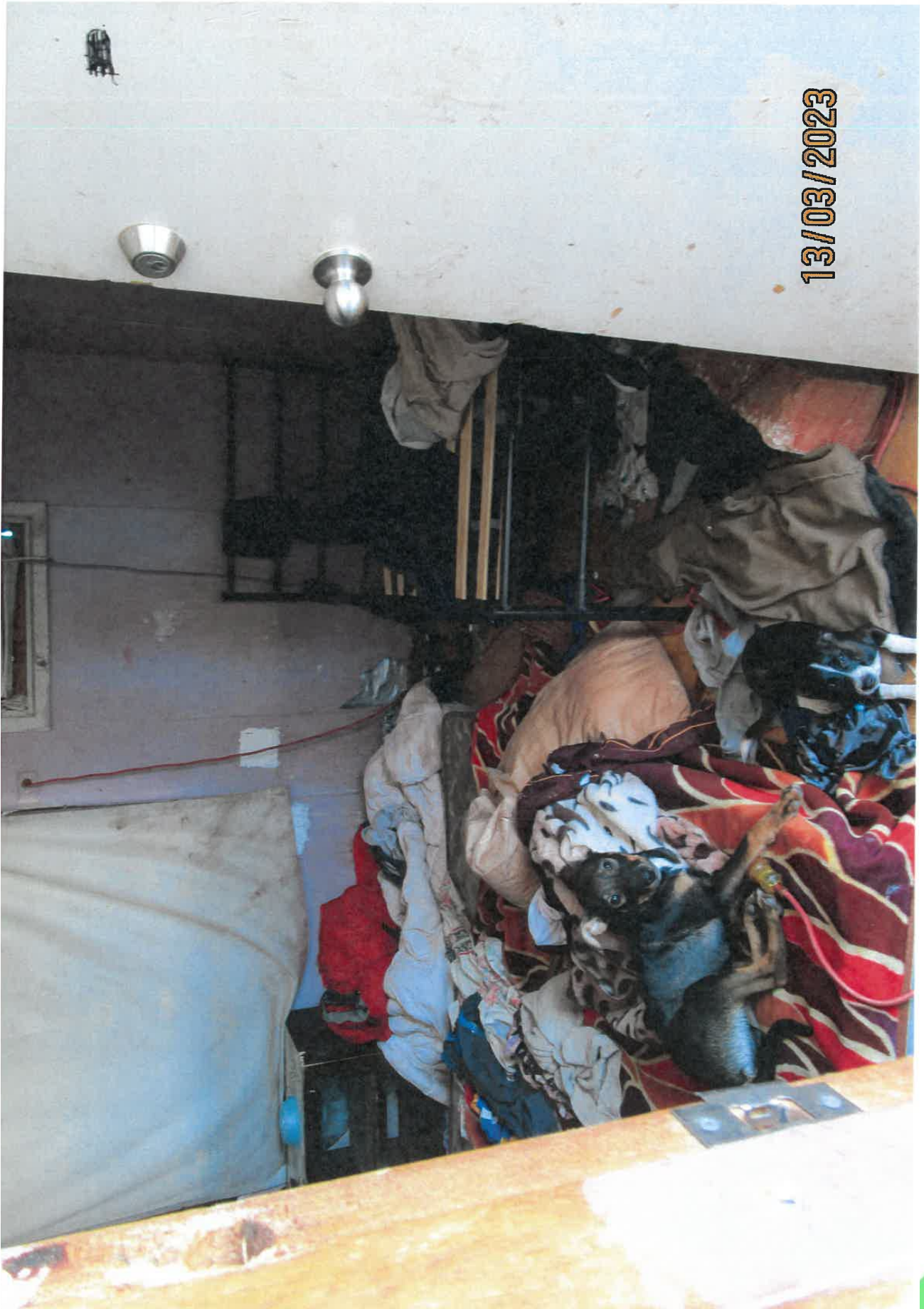








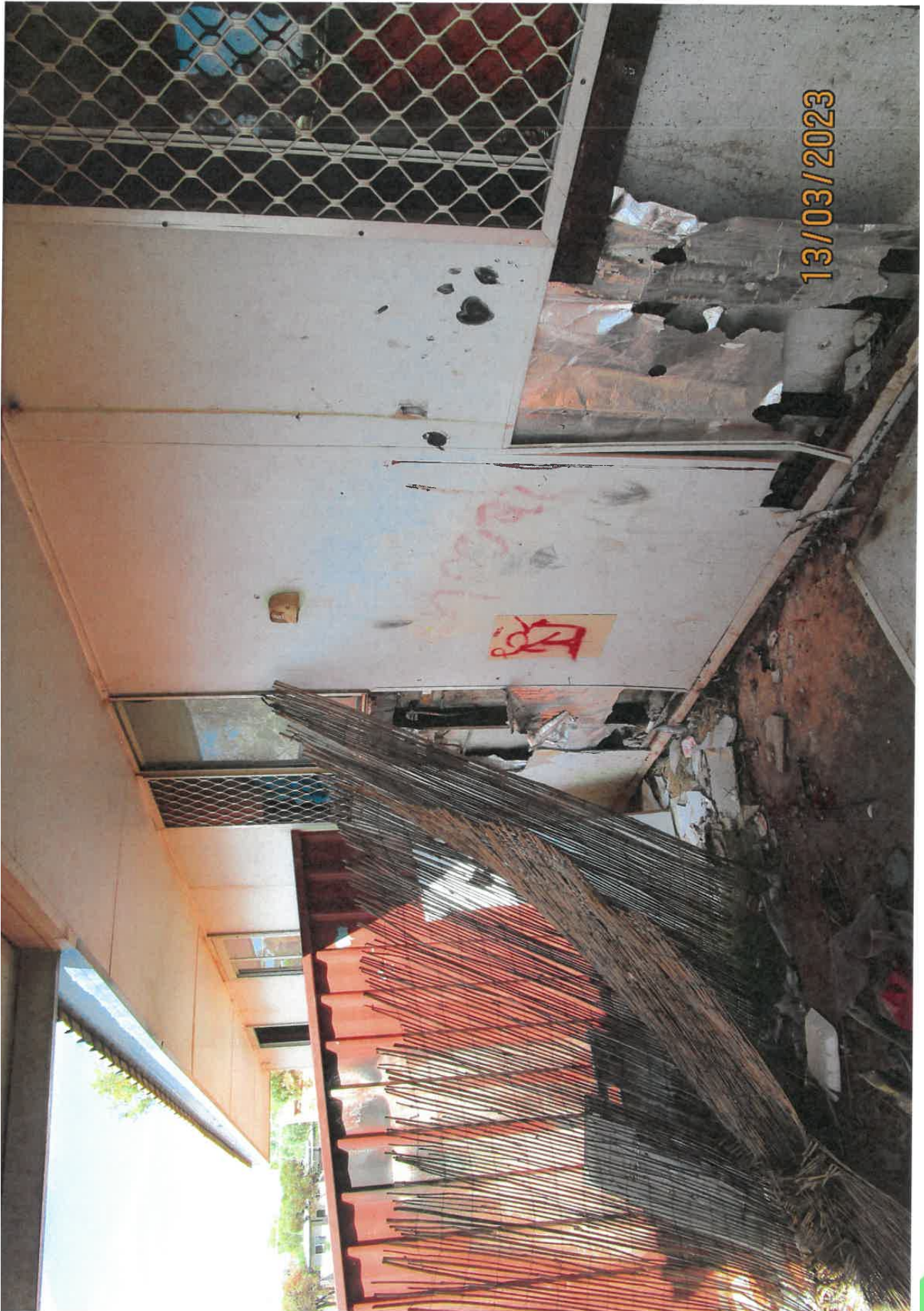
















**10.0 REPORTS**

**10.5 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

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

**13.2 OFFICERS**

Nil

**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 16th May 2023

**17.0 CLOSURE OF MEETING**