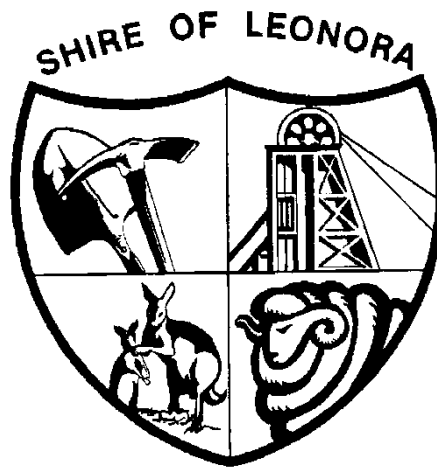


SHIRE OF LEONORA

NOTICE OF AN ORDINARY COUNCIL MEETING AGENDA



DEAR COUNCIL MEMBER,
THE NEXT ORDINARY COUNCIL MEETING OF THE SHIRE OF LEONORA WILL BE
HELD ON FRIDAY, 19TH SEPTEMBER, 2025 IN COUNCIL CHAMBERS, LEONORA
AT 10:00AM

TY MATSON
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.

TY MATSON
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
FRIDAY 19TH SEPTEMBER, 2025.

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 19 August, 2025 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 **16**

Orange

10.1 REPORTS OF AUDIT, RISK AND IMPROVEMENT COMMITTEES **10**

	(A) Quarterly Risk Management Updates - September 2025	10
	(B) Related Party Transactions and Disclosures	13
Pink	10.2 CHIEF EXECUTIVE OFFICER REPORTS	15
Purple	10.3 MANAGER OF BUSINESS SERVICES	16
	(A) Monthly Financial Statements - July 2025	16
	(B) Accounts for Payment - July to August 2025	19
Blue	10.4 MANAGER OF COMMUNITY SERVICES	32
Green	10.5 ENVIRONMENTAL HEALTH OFFICER REPORTS	32
Yellow	10.6 ELECTED MEMBERS REPORTS	32
11	MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN	32
12	QUESTION FROM MEMBERS WITHOUT NOTICE	32
13	NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF THE MEETING	32
	13.1 ELECTED MEMBERS	32
	13.2 OFFICERS	32
14	MEETING CLOSED TO PUBLIC	32
	14.1 MATTERS FOR WHICH THE MEETING MAY BE CLOSED	32
	14.2 PUBLIC READING OF RESOLUTIONS THAT MAY BE MADE PUBLIC	32
15	STATE COUNCIL AGENDA	32
16	NEXT MEETING	32
17	CLOSURE OF MEETING	32

10.0 REPORTS**10.1 REPORTS OF AUDIT AND RISK COMMITTEES****10.1.(A) QUARTERLY RISK MANAGEMENT UPDATES - SEPTEMBER 2025**

SUBMISSION TO:	Audit, Risk and Improvement Committee Meeting Meeting Date: 19th September 2025
AGENDA REFERENCE:	10.1.(A) SEP 25
SUBJECT:	Quarterly Risk Management Updates - September 2025
LOCATION/ADDRESS:	Leonora
NAME OF APPLICANT:	Shire of Leonora
FILE REFERENCE:	1.10 - Audits - Reports and Minutes
AUTHOR, DISCLOSURE OF ANY INTEREST AND DATE OF REPORT	
NAME:	Ty Matson
OFFICER:	Chief Executive Officer
INTEREST DISCLOSURE:	Nil
DATE:	4th August 2025
SUPPORTING DOCUMENTS:	1. September 2025 Risk Update (confidential)

BACKGROUND

From July 2025, internal audit functions, including the management and reporting of risks, have been undertaken by internal staff rather than external consultants. This shift was driven by an increased focus on risk management and governance by the administration.

The management of risk by the executive team, rather than external consultants, represents a natural progression in assigning risks to specific positions for subsequent management and, where possible, treatment of those risks.

The Shire's Risk Management Strategy, previously reviewed by the Audit, Risk and Improvement Committee, and the Shire's Risk Management Policy (previously adopted by Council) align with AS/NZS ISO 31000:2018 Risk Management Guidelines. The Risk Management Strategy is developed using the principles, framework, and process outlined in the standard, considers the context of the Shire, and conforms to the standard's requirements by providing necessary guidance and direction for the Shire's risk management activities, in alignment with the Risk Management Policy.

Risk assessment and management now form an integral part of the decision-making process for all decisions. This shift from a quarterly review of risks allows for a more agile response to the identification and treatment of emerging risks by the administration.

The executive team has prioritised risk treatment measures. The most significant treatment, however, has been the implementation of the new ERP system, Council First. This software enables audited access controls to be implemented in critical financial areas, significantly reducing the level of risk.

Oversight and direction from the Audit, Risk and Improvement Committee remain an important and legislated step in the Shire's risk management framework.

COMMENT:

The Risk Register has been comprehensively reviewed. As part of this review 3 risks rated as 'High' have been re-rated as 'medium'. It was found that in all three cases the consequence for the strategic ambitions was rated too high when measured against Councils Risk Strategy. Typically, the risk may present a disruption to administration it had a reduced impact on strategic outcomes.

Additionally, the 'extreme risk' for Covid 19 was re-rated too high. Whilst future pandemics are likely the consequence may not be extreme for the organisation. Pandemic planning is normal in most organisations where a 'high' consequence is typically applied.

Risk Category	High Pretreatment June 2025	High Residual Risk post treatment June 2025	High Pre Treatment September 2025	High Residual Risk Post Treatment
Performance	2	1	1	0
Environmental	3	2	1	0
Reputational Damage	2	1	1	0
Financial	5	3	5	0
Service Delivery / Business Interruption	5	3	5	3
Legislative / Regulatory / Policy/ Work, Health & Safety	6	1	6	0

CONSULTATION

No consultation was required.

STATUTORY ENVIRONMENT

Regulation 17.1 of the *Local Government (Audit) Regulations 1996* requires the CEO to monitor the appropriateness and effectiveness of systems and procedures regarding risk management, internal controls and legislative compliance.

POLICY IMPLICATIONS

The Risk Management Policy outlines the Shire's commitment and approach to managing risks impacting on day-to-day operations and the delivery of strategic objectives.

FINANCIAL IMPLICATIONS

Significant savings and improvements to risk management have resulted from moving inhouse.

RISK ASSESSMENT

This item has been evaluated against the Shire's Risk Management Strategy, Risk Assessment Matrix. The perceived level of risk is high prior to treatment. The progression of risk management activities aligned with the Risk Management Strategy will reduce the risk to medium.

STRATEGIC IMPLICATIONS

One of the Council's responsibilities in risk management is to ensure that risks are identified, managed, and controlled appropriately to achieve the Shire's strategic objectives and to support the allocation of funds and resources for risk treatment as required.

The Chief Executive Officer and the executive team play a key role in establishing and developing an effective risk management framework. To ensure the successful delivery of strategic planning objectives, the Risk Management Strategy requires ongoing monitoring and revision to maintain alignment with the Plan for the Future.

One role of the Audit, Risk and Improvement Committee is to monitor identified strategic, high-level risks and their treatment solutions to ensure that the community receives services delivered effectively, as outlined in the Plan for the Future.

Monitoring and reviewing activities will continue to provide evidence of the appropriateness and effectiveness of systems and procedures related to risk management, internal control, and legislative compliance, as required by the Local Government (Audit) Regulations 1996. The Risk Management Strategy also provides direction for implementing risk management activities.

Strategic references in the Shire of Leonora Council Plan 2025–2035 demonstrate connections between services and the desired outcomes and community vision for the Shire of Leonora, particularly in relation to leadership objectives, outcomes, and strategies, such as 4.1.2.4 Provide appropriate governance and leadership to the Shire and 4.2.1.3 Seek a high level of compliance in organisational practices.

RECOMMENDATIONS

That the Audit, Risk and Improvement Committee receive the summary of updates to the risk profiles, the risk register and risk profiles up to September 2025, and the above report updating risk management activities undertaken to date.

VOTING REQUIREMENT

Simple Majority

SIGNATURE

Chief Executive Officer

10.0 REPORTS**10.1 REPORTS OF COMMITTEES****10.1.(B) RELATED PARTY TRANSACTIONS AND DISCLOSURES**

SUBMISSION TO:	Audit, Risk and Improvement Committee Meeting Meeting Date: 19th September 2025
AGENDA REFERENCE:	10.1.(B) SEP 25
SUBJECT:	Related Party Transactions and Disclosures
LOCATION/ADDRESS:	Leonora
NAME OF APPLICANT:	Shire of Leonora
FILE REFERENCE:	1.8
AUTHOR, DISCLOSURE OF ANY INTEREST AND DATE OF REPORT	
NAME:	Ty Matson
OFFICER:	Chief Executive Officer
INTEREST DISCLOSURE:	Nil
DATE:	23rd June 2025
SUPPORTING DOCUMENTS:	Nil

BACKGROUND

In accordance with AASB 124 *Related Party Disclosures*, local governments must disclose in the annual financial statements related party relationships, transactions, and outstanding balances (including commitments) from 1 July 2016. Related parties include Key Management Personnel (KMP), which in the Shire of Leonora's case will include all elected members and executive staff, their close family members and any entities that they control or jointly control. The disclosure requires any transactions with these parties, whether monetary or not, to be identified and assessed whether disclosure is required or not. A disclosure may be in aggregate and will only occur where a transaction has occurred.

Regarding the disclosures, the following approach was developed in a workshop held at the June 2017 Audit, Risk and Improvement Committee Meeting to ensure that management can properly address the requirements of the accounting standard:

- A procedure / guide for related party disclosures to be established, which includes the updating of returns quarterly through the Audit, Risk and Improvement Committee Meetings
- Establishment of a system to identify and record related parties of KMPs
- Establishment of a system to identify and record related party relationships of KMPs
- Establishment of a system to identify and record related party transactions
- Identify 'Ordinary Citizen Transactions' (OCTs) that will not be disclosed by Council
- Create declaration forms to be completed by KMPs
- Set a materiality threshold for management to apply when assessing transactions for inclusion in the financial statements
- Identified the need for a separate workshop to be scheduled for newly elected members and
- For the Audit, Risk and Improvement Committee to recommend any changes required to the above processes

STATUTORY ENVIRONMENT

Disclosures were required from Local Government entities from 1 July 2016 in accordance with AASB 124 *Related Party Disclosures*, with the first disclosures made in the Financial Statements for the year ended 30 June 2017.

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.

STRATEGIC IMPLICATIONS

Strategic References within the Shire of Leonora Strategic Community Plan 2017-2027 demonstrate connections between services and the desired outcomes and community vision for the Shire of Leonora, particularly in relation to Governance services in this instance such as 4.1 Efficient service offerings to the community, 4.2 Effective and open engagement with all sections of the community, 4.5 Strong leadership and planning.

RECOMMENDATIONS

1. That the Audit, Risk and Improvement Committee note the approach taken and the systems established by management with regard to addressing the requirements of AASB 124 *Related Party Disclosures*.

VOTING REQUIREMENT

Simple Majority

SIGNATURE

Chief Executive Officer

10.0 REPORTS

10.2 CHIEF EXECUTIVE OFFICER REPORTS

Nil

10.0 REPORTS**10.3 MANAGER OF BUSINESS SERVICES****10.3.(A) MONTHLY FINANCIAL STATEMENTS - JULY 2025**

SUBMISSION TO: Ordinary Council Meeting
Meeting Date: 19th September 2025

AGENDA REFERENCE: 10.3.(A) SEP 25

SUBJECT: Monthly Financial Statements - July 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: 16th September 2025

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.

At the time the Agenda was to be published, the Monthly Financial Documents were not yet available, however these will be provided as soon as they have been received by the Shire.

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 31st July, 2025 consist of:

- (a) Compilation Report
- (b) Statement of Financial Activity – 31st July, 2025
- (c) Material Variances – 31st July, 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.

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 31st July, 2025, consisting of:

- (a) Compilation Report
- (b) Statement of Financial Activity – 31st July, 2025
- (c) Material Variances – 31st July, 2025

VOTING REQUIREMENT

Simple Majority

SIGNATURE

Manager of Business Services

10.0 REPORTS**10.3 MANAGER OF BUSINESS SERVICES****10.3.(B) ACCOUNTS FOR PAYMENT - JULY TO AUGUST 2025**

SUBMISSION TO:	Ordinary Council Meeting Meeting Date: 19th September 2025
AGENDA REFERENCE:	10.3.(B) SEP 25
SUBJECT:	Accounts for Payment - July to August 2025
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:	16th September 2025
SUPPORTING DOCUMENTS:	<ol style="list-style-type: none">1. September 2025 Accounts for Payment ↓2. August 2025 Signed Credit Cards ↓

BACKGROUND

Attached statements consist of accounts paid by Delegated Authority totalling **\$1,980,508.52** since the previous council meeting consisting of:

- (1) Credit Card Transactions August 2025 totalling **\$19,913.97**
- (2) Direct Bank Transactions totalling **\$47,109.28**;
- (3) Batch Payments totalling **\$1,598,937.29**; and
- (4) Payroll Payments from **Pay Periods Ending 19/08/2025, and 02/09/2025** totalling **\$314,547.98**

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) Credit Card Transactions August 2025 totalling **\$19,913.97**
- (2) Direct Bank Transactions totalling **\$47,109.28**;
- (3) Batch Payments totalling **\$1,598,937.29**; and
- (4) Payroll Payments from **Pay Periods Ending 19/08/2025, and 02/09/2025** totalling **\$314,547.98**

VOTING REQUIREMENT

Simple Majority

Manager of Business Services



**Accounts for Payment
Presented to Council
19th September 2025**

Accounts for Payment - September 2025

Shire of Leonora					
Monthly Report – List of Direct Bank Transactions Paid by Delegated Authority					
Submitted to Council on the 19th September 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 totalling \$47,109.28					
CHIEF EXECUTIVE OFFICER					
Transaction	Date	Name	Item	Payment by Delegated Authority	<i>Balance</i>
BR00038	1/08/2025	National Australia Bank	Merchant Fees - July 2025 - AVGAS Terminal	16.50	16.50
BR00039	1/08/2025	Alex Taylor	Private Rental (Staff Housing - 23 Queen Victoria Street	2,166.67	2,183.17
BR00040	1/08/2025	Advam	QUEST Donation Point Fees	11.00	2,194.17
DD5	5/08/2025	ClickSuper	Superannuation - PPE 05/08/2025	24,192.66	26,386.83
DD5	4/08/2025	National Australia Bank	Credit Cards July 2025	20,722.45	47,109.28

Accounts for Payment - September 2025

Shire of Leonora						
Monthly Report – List of Accounts Paid by Delegated Authority						
Submitted to Council on the 19th September 2025						
<p>Batch Payments totalling \$1,598,937.29 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>						
CHIEF EXECUTIVE OFFICER						
Batch Ref	ID	Date	Name	Item	Payment by delegated Authority	Balance
EFT00010	01	18/08/2025	Australia's Golden Outback	Annual contribution to Goldfields Tourism Development Initiative	35,545.40	35,545.40
EFT00012	01	22/08/2025	Australian Taxation Office	PAYG PPE180825	28,138.11	63,683.51
EFT00012	02	22/08/2025	Water Corporation	Water and supply charges all shire buildings	34,777.38	98,460.89
EFT00012	03	22/08/2025	Goldfields Controlled Waste	Disposal of waste from Malcolm Dam	1,848.00	100,308.89
EFT00012	04	22/08/2025	Remote Construction and Maintenance	Progress payment for Safe House and retiling at airport toilets	9,779.80	110,088.69
EFT00012	05	22/08/2025	PFD Food Services Pty Ltd	Catering and consumables for Hoover House	5,419.90	115,508.59
EFT00012	06	22/08/2025	LG Professionals WA	Annual memberships to LG Pros - Admin staff	5,050.00	120,558.59
EFT00013	01	29/08/2025	Instant Racking	Toolbox for new maintenance truck	600.00	121,158.59
EFT00013	02	29/08/2025	Leonora Village.	Accommodation for Ranger and consultants	1,400.00	122,558.59
EFT00013	03	29/08/2025	GTN Services	Servicing and parts for plant equipment	5,832.94	128,391.53
EFT00013	04	29/08/2025	Luck Thai Cleaning	Cleaning of shire buildings	19,569.56	147,961.09
EFT00013	05	29/08/2025	Earth Australia Contracting Pty Ltd	Gas bottles for Hoover House	165.00	148,126.09
EFT00013	06	29/08/2025	Seven Network Operations Ltd	Advertising on 7 network	1,123.10	149,249.19
EFT00013	07	29/08/2025	Helen Smith	Additional Ranger support	5,335.00	154,584.19
EFT00013	08	29/08/2025	Kalgoortie Retravisio	Vacuum for Hoover House	1,448.00	156,032.19
EFT00013	09	29/08/2025	CyberSecure Pty Limited	Cyber security - Server	1,035.10	157,067.29
EFT00013	10	29/08/2025	Vanguard Print	Printing and handling of Northern Goldfields maps and brochures	553.62	157,620.91
EFT00013	11	29/08/2025	Nomad Pumping	Plumbing work done at various shire properties	17,006.08	174,626.99
EFT00013	12	29/08/2025	Harvey Norman AV/IT Kalgoortie	Small kitchen appliance for admin	110.00	174,736.99
EFT00013	13	29/08/2025	PWT Electrical Pty Ltd	Inspect and repair electrical fault at J.G.Epis Centre	1,063.81	175,800.80
EFT00013	14	29/08/2025	European Foods	Coffee beans for Hoover House	960.00	176,760.80
EFT00013	15	29/08/2025	Horizon Power	Power and supply charges shire buildings	33,447.83	210,208.63
EFT00013	16	29/08/2025	Teletrac Navman	GPS tracking monthly subscription	2,225.30	212,433.93
EFT00013	17	29/08/2025	Makers Tribe Studio	July art class	3,200.00	215,633.93
EFT00013	18	29/08/2025	Modern Teaching Aids Pty Ltd	Activity supplies for LELC	150.98	215,784.91
EFT00013	19	29/08/2025	Sports Power Kalgoortie	Supplies for Basketball Tournament LGG '25	624.00	216,408.91
EFT00013	20	29/08/2025	Debbie Jordan	Reimbursement of flight costs	528.34	216,937.25
EFT00013	21	29/08/2025	Supagas Pty Ltd	Gas bottles for staff houses and shire facilities	1,100.80	218,038.05
EFT00013	22	29/08/2025	PFD Food Services Pty Ltd	Catering and consumables for Hoover House	5,157.10	223,195.15

Accounts for Payment - September 2025

Batch Ref	ID	Date	Name	Item	Payment by delegated Authority	Balance
EFT00013	23	29/08/2025	Marie Pointon	Reimbursement for licensing fees	411.90	223,607.05
EFT00013	24	29/08/2025	E. Fire and Safety	Supply and installation of evacuation maps, fire equipment inspections	13,125.75	236,732.80
EFT00013	25	29/08/2025	ThinkProject	Annual subscription for asset management	11,155.11	247,887.91
EFT00013	26	29/08/2025	Sonam Deki	Reimbursement for VISA medical fees	647.16	248,535.07
EFT00013	27	29/08/2025	Nim Zangmo	Reimbursement for WWCC fees	87.00	248,622.07
EFT00013	28	29/08/2025	ATO Luck Thai	15% payment to ATO for Luck Thai Cleaning	1,726.73	250,348.80
EFT00013	29	29/08/2025	Smartsheet Inc	Annual subscription to smartsheet	274.25	250,623.05
EFT00013	30	29/08/2025	Office National Kalgoorlie	A4 paper and carton of tissues	427.98	251,051.03
EFT00013	31	29/08/2025	Goldfields Locksmiths	Supply of 8x locks	850.28	251,901.31
EFT00013	32	29/08/2025	Leonora Motor Inn	Accommodation for consultant	576.00	252,477.31
EFT00013	33	29/08/2025	Landgate	Online shop - Transfer and Land act	32.60	252,509.91
EFT00013	34	29/08/2025	Transaction Network Services	Merchant fee - Avgas	66.00	252,575.91
EFT00013	35	29/08/2025	Canine Control	Ranger services 2024/25	4,543.00	257,118.91
EFT00013	36	29/08/2025	Bunnings Building Supplies Pty Ltd	Depot supplies for various projects	1,000.37	258,119.28
EFT00013	37	29/08/2025	Mcleods Barristers and Solicitors	Legal fees	1,587.30	259,706.58
EFT00013	38	29/08/2025	Elite Pool Covers Holdings Pty Ltd	50% Payment for pool covers	32,851.50	292,558.08
EFT00013	39	29/08/2025	LG Professionals WA	Annual subscription to LG Pro	1,310.00	293,868.08
EFT00013	40	29/08/2025	Combined Tyres	Tyres for P2515	1,314.50	295,182.58
EFT00013	41	29/08/2025	Golden Quest Trails Association	Financial membership Golden Quest Discovery Trails	12,650.00	307,832.58
EFT00013	42	29/08/2025	Bidfood Kalgoorlie	Catering and consumables for Hoover House	1,621.97	309,454.55
EFT00013	43	29/08/2025	Telstra	Phone and internet charges	4,354.27	313,808.82
EFT00013	44	29/08/2025	Avdata Australia	Supply of truck stop keys and replacement modem	6,962.88	320,771.70
EFT00013	45	29/08/2025	Airport Lighting Specialists	Clinometer calibration	570.90	321,342.60
EFT00013	46	29/08/2025	Terry Sargent	EHO consulting July and August 2025	21,021.00	342,363.60
EFT00013	47	29/08/2025	Addlife Health	Medical expenses for depot staff	541.85	342,905.45
EFT00013	48	29/08/2025	Northern Goldfields Electrical Pty Ltd	Various electrical work for shire buildings	7,650.50	350,555.95
EFT00013	49	29/08/2025	AFGRI Equipment Australia Pty Ltd	Replacement parts for P2515	964.48	351,520.43
EFT00013	50	29/08/2025	LGIS Broking WA	Insurance - Public liability	1,008.15	352,528.58
EFT00013	51	29/08/2025	Spectrum Picture Framing	Picture frames for sponsorship thank you.	1,088.00	353,616.58
EFT00013	52	29/08/2025	Bluepen Collective Pty Ltd	Consulting for road projects	5,236.00	358,852.58
EFT00013	53	29/08/2025	Elite Gym Hire	Monthly gym equipment	2,302.51	361,155.09
EFT00013	54	29/08/2025	The Plaza Hotel	Accommodation for MWS road conference	249.00	361,404.09
EFT00013	55	29/08/2025	Yeti's Records Management Consultancy	Record scanning and document cataloguing	1,397.00	362,801.09
EFT00013	56	29/08/2025	Team Global Express Pty Ltd	Freight for depot	64.96	362,866.05
EFT00013	57	29/08/2025	Council First Pty Ltd	Monthly support fees and subcription	17,642.00	380,508.05
EFT00013	58	29/08/2025	Air Liquide W.A. Ltd	Monthly container service fees	26.06	380,534.11
EFT00013	59	29/08/2025	Xstra Group Pty Ltd	CRC Plax hosting	500.47	381,034.58
EFT00013	60	29/08/2025	Tradelink Pty Ltd	Toilet seat for AIP	307.98	381,342.56
EFT00013	61	29/08/2025	Goldfields Controlled Waste.	Underpayment on prior invoice	184.80	381,527.36
EFT00013	62	29/08/2025	Cleverpatch	LELC activity supplies	372.87	381,900.23
EFT00013	63	29/08/2025	Water Technology Pty Ltd	Consultants - Leonora Bypass Hydrology	10,417.00	392,317.23
EFT00013	64	29/08/2025	Lambron Contracting Pty Ltd.	Road resurfacing	838,925.98	1,231,243.21

Accounts for Payment - September 2025

Batch Ref	ID	Date	Name	Item	Payment by delegated Authority	Balance
EFT00013	65	29/08/2025	Dome Shelter	Brackets for dome cover installation	3,267.00	1,234,510.21
EFT00013	66	29/08/2025	Concept Media	Advertising in Have a Go News	1,754.50	1,236,264.71
EFT00013	67	29/08/2025	Hames Sharley	Legal support for Eastern Precinct	10,151.32	1,246,416.03
EFT00013	68	29/08/2025	Built by Geoff	Hinges for museum gate	42.24	1,246,458.27
EFT00013	69	29/08/2025	Rangeland Services Pty Ltd	Installation of depot security gates	100,540.00	1,346,998.27
EFT00013	70	29/08/2025	Shannon Watene	Reimbursement for meeting lunch	175.00	1,347,173.27
EFT00015	01	9/09/2025	Bluepen Collective Pty Ltd	Project management for bypass road	1,052.70	1,348,225.97
EFT00015	02	9/09/2025	Goldfields Pest Control	Scheduled 6 month pest inspection	770.00	1,348,995.97
EFT00015	03	9/09/2025	State Library of WA	Better Beginings books 2025/26	110.00	1,349,105.97
EFT00015	04	9/09/2025	Mcleods Barristers and Solicitors	Lease preparations and overdue rates recovery	2,532.46	1,351,638.43
EFT00015	05	9/09/2025	Air Liquide W.A. Ltd	Cylinder rental fees	26.06	1,351,664.49
EFT00015	06	9/09/2025	Supagas Pty Ltd	Annual cylinder fees	297.00	1,351,961.49
EFT00015	07	9/09/2025	Horizon Power	Power and supply charges decorative street lights	39.79	1,352,001.28
EFT00015	08	9/09/2025	Bidfood Kalgoorlie	Catering and consumables for Hoover House	257.71	1,352,258.99
EFT00015	09	9/09/2025	Xstra Group Pty Ltd	PLAX hosting for CRC	497.07	1,352,756.06
EFT00015	10	9/09/2025	Eagle Petroleum (WA) Pty Ltd	Shell card transactions August 2025	166.70	1,352,922.76
EFT00015	11	9/09/2025	Western Australian Local Government Ass.	Employee and Council annual subscriptions	28,512.90	1,381,435.66
EFT00015	12	9/09/2025	Signarama Burswood and Perth CBD	2 @ Marquee for community events	3,601.40	1,385,037.06
EFT00015	13	9/09/2025	CyberSecure Pty Limited	Monthly Data Protection	1,138.61	1,386,175.67
EFT00015	14	9/09/2025	Team Global Express Pty	Freight for depot	249.29	1,386,424.96
EFT00015	15	9/09/2025	Kalsigns Pty Ltd	Signs for depot	221.31	1,386,646.27
EFT00015	16	9/09/2025	PFD Food Services Pty Ltd	Catering and consumables for Hoover House	2,278.20	1,388,924.47
EFT00015	17	9/09/2025	Modern Teaching Aids Pty	Activity supplies for LELC	456.34	1,389,380.81
EFT00015	18	9/09/2025	Addlife Health	Medical expenses for depot staff	223.95	1,389,604.76
EFT00015	19	9/09/2025	McMahon Burnett Transport	Freight for HH coffee	67.25	1,389,672.01
EFT00015	20	9/09/2025	Telstra	Phone and internet charges - Shire buildings	2,622.92	1,392,294.93
EFT00015	21	9/09/2025	Herseys Safety	PPE for depot	5,080.46	
EFT00015	22	9/09/2025	Harvey Norman AV/IT	Computer monitor for Info/Library	268.00	1,392,562.93
EFT00015	23	9/09/2025	Leonora Post Office	Postage and stationery for admin, CRC and LELC	536.77	1,393,099.70
EFT00015	24	9/09/2025	Department of Fire and Emergency Services	2025/26 ESL Quarter 1	56,248.80	1,449,348.50
EFT00015	25	9/09/2025	Pier Street Medical	Staff medicals and quarterly MSR and admin payment	78,342.55	1,527,691.05
EFT00015	26	9/09/2025	Chris van Zweden	Reimbursement for medical expenses	201.20	1,527,892.25
EFT00015	27	9/09/2025	Office National Kalgoorlie	Stationery and 2026 diaries for entire shire	1,148.18	1,529,040.43
EFT00015	28	9/09/2025	Bookeasy Australia Pty Ltd	Room Manager August	84.70	1,529,125.13
EFT00015	29	9/09/2025	Leonora Motor Inn	Accommodation for P.Craig and Hoover House booking guest	359.50	1,529,484.63
EFT00015	30	9/09/2025	Chris Molloy	Reimbursement for supplies for AIP retic	83.78	1,529,568.41
EFT00015	31	9/09/2025	Fiona Sturges	Reimbursemet for travel expenses picking up truck and poultry mix for depot	132.60	1,529,701.01
EFT00015	32	9/09/2025	Woodlands	New bin for Gwalia museum	395.78	1,530,096.79
EFT00015	33	9/09/2025	Council First Pty Ltd	Remaining balance on prior invoice due to underpayment	893.00	1,530,989.79
EFT00015	34	9/09/2025	PWT Electrical Pty Ltd	RCD & Smoke alarm audit staff housing	11,629.29	1,542,619.08

Accounts for Payment - September 2025

Batch Ref	ID	Date	Name	Item	Payment by delegated Authority	Balance
EFT00015	35	9/09/2025	Vanguard Print	Freight and handling of Northern Goldfields maps and brochures	386.56	1,543,005.64
EFT00015	36	9/09/2025	Remote Construction and Maintenance	Deposit for Safehouse work shed, roller door and fencing	32,051.13	1,575,056.77
EFT00015	37	9/09/2025	Goldfields Controlled Waste	Emptying skin bins at Malcolm Dam	693.00	1,575,749.77
EFT00015	38	9/09/2025	GTN Services	Annual vehicle inspection for registration and water for depot	287.65	1,576,037.42
EFT00015	39	9/09/2025	Luck Thai Cleaning	Cleaning of shire buildings	9,784.78	1,585,822.20
EFT00015	40	9/09/2025	ATO Luck Thai	15% payment to ATO for Luck Thai Cleaning	1,726.73	1,587,548.93
EFT00015	41	9/09/2025	Netlogic Information	Monthly computer consulting, firmware updates and subscriptions	1,178.54	1,588,727.47
EFT00015	42	9/09/2025	Canine Control	Ranger services 18th - 20th August	4,670.20	1,593,397.67
EFT00015	43	9/09/2025	ATO - Netlogic	15% payment to ATO Netlogic	202.35	1,593,600.02
EFT00015	44	9/09/2025	Nick Gahan	Reimbursement for expenses incurred during training	256.81	1,593,856.83
GRAND TOTAL					1,598,937.29	

Accounts for Payment - September 2025

Shire of Leonora					
Monthly Report – List of Accounts Paid by Delegated Authority					
Submitted to Council on the 19th September 2025					
<p>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 \$314,547.98</p>					
CHIEF EXECUTIVE OFFICER					
Cheque	Date	Name	Item	Payment by Delegated Authority	<i>Balance</i>
PJ000012	19/08/2025	Shire of Leonora - Wages	Wages EFT Payment 19/08/25	110,647.89	<i>110,647.89</i>
PJ000013	19/08/2025	Shire of Leonora	Wages EFT Payment 19/08/25	40,182.71	<i>150,830.60</i>
PJ000014	2/09/2025	Shire of Leonora - Wages	Wages EFT Payment 02/09/25	119,648.80	
PJ000015	2/09/2025	Shire of Leonora	Wages EFT Payment 02/09/25	44,068.58	<i>194,899.18</i>
GRAND TOTAL				314,547.98	

12/09/2025 Credit Card Charges Card 1039 - 08 2025 - CEO

Date	Supplier	Description	GL	Job No	Task	DEP	PRO	ACT	LOC	Total	GST
29/07/2025	Walga Events	Attendance at Roads forum	21301			4400	1430	0122	B1008	\$ 100.00	Yes
29/07/2025	Virgin Australia	Flights for CDO - Development Week	22533			2100	1450	0413	B1003	\$ 577.64	Yes
29/07/2025	Engagement Institute Toowonga	CDO Engagement training	21302			2100	1450	0122	B1003	\$ 1,225.00	Yes
31/07/2025	Mummy Sams Café	Coffees for meeting	22537			2100	0410	0144	B1003	\$ 42.00	Yes
11/08/2025	Aurea Hotel Perth	Accommodation MWS Roads forum	21303			4400	1430	0143	B1008	\$ 446.60	Yes
11/08/2025	Virgin Australia	Flights for MWA attendance at Roads forum	22533			4400	1430	0143	B1008	\$ 614.02	Yes
12/08/2025	Autobarn Kalgoorlie	Replacement cables for fridge P1	23302			4200	1440	0144	P1009	\$ 107.97	Yes
13/08/2025	Virgin Australia	Flights MBS - Leadership meeting	22533			2100	1450	0143	B1003	\$ 614.02	Yes
13/08/2025	Virgin Australia	Flights MCS - Leadership meeting	22533			2100	1450	0143	B1003	\$ 614.02	Yes
14/08/2025	Quest Yelverton	Accommodation for MWS - Road forum return	22533			4400	1430	0143	B1008	\$ 364.39	Yes
15/08/2025	Australian Financial Barton	Australian Financial Security Authority -Report	22101			2100	1450	0144	B1003	\$ 15.00	No
15/08/2025	Aurea Hotel Perth	Dinner for MWS during roads forum	22533			4400	1430	0143	B1008	\$ 21.32	Yes
15/08/2025	Aurea Hotel Perth	Accommodation bond	22533			4400	1430	0143	B1008	\$ 101.50	Yes
18/08/2025	Aurea Hotel Perth	Checkout extension due to delayed flight	22533			4400	1430	0143	B1008	\$ 121.80	Yes
18/08/2025	Starlink Internet	Internet - CEO house	23505			2100	0910	0109	H1011	\$ 139.00	Yes
21/08/2025	Menucop Folder Corp	Signing folder	22502			2100	1450	0144	B1003	\$ 61.86	Yes
21/08/2025	Survey Monkey	Annual Subscription	22502			2100	1450	0144	B1003	\$ 349.09	Yes
25/08/2025	The White House Hotel	Refreshments for Eastern Precinct meeting	22537			2100	0410	0144	B1003	\$ 110.90	Yes
26/08/2025	Starlink Internet	Roaming internet for P1	23505			2100	1440	0109	P1009	\$ 79.99	Yes
26/08/2025	Starlink Internet	Youth Centre Internet	23505			3900	0820	0109	B1028	\$ 139.00	Yes
26/08/2025	Crown Towers Perth	Accommodation	22539			1600	0410	0143	B1003	\$ 1,903.54	Yes
28/08/2025	NAB	Card fee	22519			2100	1450	0144	B1003	\$ 9.00	No
		Total								\$ 7,757.66	

CEO Signature:


MBS Signature:

Employee Declaration

I Declare that the above changes are a true and correct record in accordance with company policy

[illegible]

I Declare that the above changes are a true and correct record in accordance with company policy



CEO Signature: _____

12/09/2025 Credit Card Charges Card 1039 - 08 2025 - MBS

Date	Supplier	Description	GL	Job No	Task	DEP	PRO	ACT	LOC	Total	GST
5/08/2025	Airport Security ID	Aviation ID for Airport Staff	20206			4500	1260	0602	B1004	\$ 243.00	Yes
13/08/2025	Aldi Mobile	Sim Card for CCTV Tower	23508			4100	0530	0144	B1008	\$ 35.00	Yes
13/08/2025	LG Professionals	LG Professionals WA Council Subscription	22536			2100	1450	0122	B1003	\$ 3,960.00	Yes
14/08/2025	Scribe.com	IT Subscription - Admin (How-To Program)	23503			2100	1450	0144	B1003	\$ 41.65	Yes
15/08/2025	SpottoWA	Travel - Roads Conference Perth MWS	22533			4400	1450	0143	B1008	\$ 37.07	Yes
15/08/2025	EasyPark	Travel - Roads Conference Perth MWS	22533			4400	1450	0143	B1008	\$ 83.63	Yes
15/08/2025	Aurea Hotel Perth	Meals - Roads Conference Perth MWS	22533			4400	1450	0143	B1008	\$ 55.20	Yes
18/08/2025	Aurea Hotel Perth	Meals - Roads Conference Perth MWS	22533			4400	1450	0143	B1008	\$ 6.60	Yes
18/08/2025	Taxi Pay Australia	Travel - Roads Conference Perth MWS	22533			4400	1450	0143	B1008	\$ 36.86	Yes
18/08/2025	Taxi Pay Australia	Travel - Roads Conference Perth MWS	22533			4400	1450	0143	B1008	\$ 66.36	Yes
18/08/2025	Aurea Hotel Perth	Meals - Roads Conference Perth MWS	22533			4400	1450	0143	B1008	\$ 50.24	Yes
19/08/2025	Plaza Hotel Kalgoorlie	Accommodation - MWS Roads Conference (Return)	22533			4400	1450	0143	B1008	\$ 45.50	Yes
28/08/2025	Starlink	Internet - Youth Centre	23505			3900	0820	0109	B1028	\$ 195.00	Yes
28/08/2025	NAB	Card Fee	22519			2100	1450	0144	B1003	\$ 9.00	No
			Total							\$ 4,865.11	

MBS Signature:

CEO Signature:

Employee Declaration

I Declare that the above changes are a true and correct record in accordance with company policy

12/09/2025 Credit Card Charges Card 1039 - 08 2025 - MCS

Date	Supplier	Description	GL	Job No	Task	DEP	PRO	ACT	LOC	Total	GST
31/07/2025	Chemist Warehouse	NAIDOC Ball supplies	22548			3200	1070	0701	B1003	\$ 1,238.87	Yes
31/07/2025	Kmart	NAIDOC Ball supplies	22548			3200	1070	0701	B1003	\$ 243.50	Yes
31/07/2025	Coles	NAIDOC consumables	22548			3200	1070	0701	B1003	\$ 168.10	Yes
31/07/2025	Intersport	NAIDOC sport equipment	22548			3200	1070	0701	B1003	\$ 130.00	Yes
31/07/2025	Coles	NAIDOC opening ceremony consumables	22548			3200	1070	0701	B1003	\$ 124.30	Yes
1/08/2025	Madmax Car Wash	Admin car wash	23305			4200	1440	0200	B1003	\$ 25.00	Yes
1/08/2025	Coles	Hoover House consumables	22511			3300	1320	0144	B1013	\$ 225.40	Yes
1/08/2025	Harvey Norman	Admin computer cables	23504			2100	1450	0144	B1003	\$ 167.95	Yes
1/08/2025	Kmart	Youth Centre towels	22502			3900	0830	0144	B1028	\$ 156.00	Yes
6/08/2025	Addlife	Workers Compensation Physio	20205			2100	1450	0142	B1003	\$ 130.00	No
11/08/2025	Hilton	Staff Accommodation	21303			2100	1450	0143	B1003	\$ 183.60	Yes
13/08/2025	Addlife	Workers Compensation Physio	20205			2100	1450	0142	B1003	\$ 130.00	No
14/08/2025	Aldi Mobile	Sim card for Depot gate	22307			4400	1220	0201	B1008	\$ 35.00	Yes
14/08/2025	Department of Transport	DAEP instructor fee	22547			3100	1380	0137	B1015	\$ 263.20	No
18/08/2025	Kmart	CRC activities consumables	22502			3100	1360	0144	B1015	\$ 70.00	Yes
18/08/2025	Hilton	Reimbursed wrong card charged	21303			2100	1450	0143	B1003	\$ 318.24	Yes
18/08/2025	Office National	Paper for Admin	22521			2100	1450	0144	B1003	\$ 165.00	Yes
20/08/2025	VistaPrint	Information Centre resale	22516			3600	1150	0144	B1014	\$ 657.97	Yes
20/08/2025	SP Indigenous Resource	Library mat	22307			3600	1150	0144	B1014	\$ 536.20	Yes
21/08/2025	Officeworks	CRC activities consumables	22502			3100	1360	0144	B1015	\$ 169.99	Yes
22/08/2025	Nat Botanica	Information Centre resale	22516			3600	1150	0144	B1014	\$ 397.60	Yes
25/08/2025	Department of Transport	DAEP instructor fee	22547			3100	1380	0137	B1015	\$ 5.35	No
25/08/2025	Officeworks	Signage Gwalia Museum	22307			3300	1320	0144	B1013	\$ 423.95	Yes
25/08/2025	Kmart	CRC activities consumables	22502			3100	1360	0144	B1015	\$ 150.00	Yes
26/08/2025	APRA	Music licence	22515			3200	1360	0655	B1003	\$ 387.64	Yes
27/08/2025	Woolworths	Dine@Hoover dinner	22511			3300	1320	0144	B1013	\$ 355.09	Yes
27/08/2025	BWS	Dine@Hoover dinner	22511			3300	1320	0144	B1013	\$ 303.00	Yes
27/08/2025	Coles	Dine@Hoover dinner	22511			3300	1320	0144	B1013	\$ 112.25	Yes
28/08/2025	NAB	Card Fee	22519			2100	1450	0144	B1003	\$ 9.00	No
			6							\$ 7,282.20	

MCS Signature: _____

CEO Signature: _____

Employee Declaration

I Declare that the above changes are a true and correct record in accordance with company policy

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

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 21st October 2025

17.0 CLOSURE OF MEETING