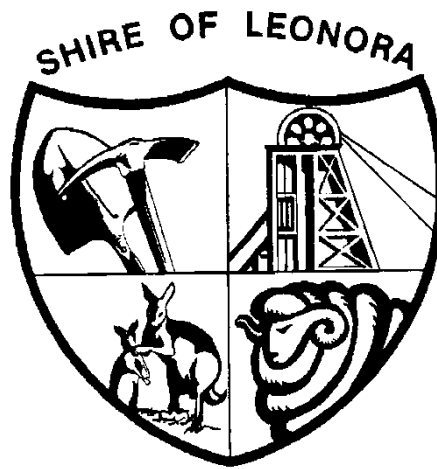


SHIRE OF LEONORA

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, 21ST OCTOBER, 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
TUESDAY 21ST OCTOBER, 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 September, 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 **11**

Orange

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

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	(C) Appointment of Zone Delegates	18
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10.0 REPORTS

10.1 REPORTS OF AUDIT, RISK AND IMPROVEMENT COMMITTEES

Nil

10.0 REPORTS**10.2 CHIEF EXECUTIVE OFFICER REPORTS****10.2.(A) APPOINTMENT OF ELECTED MEMBERS TO COMMITTEES OF COUNCIL**

SUBMISSION TO:	Ordinary Council Meeting Meeting Date: 21st October 2025
AGENDA REFERENCE:	10.2.(A) OCT 25
SUBJECT:	Appointment of Elected Members to Committees of Council
LOCATION/ADDRESS:	Shire of Leonora
NAME OF APPLICANT:	N/A
FILE REFERENCE:	2.29
AUTHOR, DISCLOSURE OF ANY INTEREST AND DATE OF REPORT	
NAME:	Ty Matson
OFFICER:	Chief Executive Officer
INTEREST DISCLOSURE:	Nil
DATE:	17th September 2025
SUPPORTING DOCUMENTS:	Nil

BACKGROUND

After each local government election Council must consider appointing representatives to committees or external groups. Local government elections were held on 18 October 2025 and this is the first meeting after the election.

The following is a list of all council committees and groups that Council has representation on:

1. Audit, Risk and Improvement Committee (Section 7.1A [LGA])

Purpose of the committee:

1. Provide guidance and assistance to the local government -

a) as to the carrying out of its functions in relation to audits carried out under Part 7 of the Local Government Act; and

b) as to the development of a process to be used to select and appoint a person to be an auditor; and

2. May provide guidance and assistance to the local government as to

a) matters to be audited; and

b) the scope of audits; and

c) its functions under Part 6 of the Act; and

d) the carrying out of its functions relating to other audits and other matters related to financial management; and

3. Is to review a report given to it by the CEO under Regulation 17(3) (the CEO's report) and is to
- a) report to the Council the results of that review; and
 - b) give a copy of the CEO's report to the Council.

An independent chairperson will be appointed as required by the ongoing Local Government Act reforms. This will be subject to a separate report at the November Council Meeting.

Traditionally, all Leonora Councillors have formed the ARIC.

2. Safer Leonora Working Group

Purpose of the working group

To develop and oversee the implementation of the Safer Leonora Plan 2022-2027.

This was formerly a Committee of Council; however it was changed to a working group to allow greater participation and engagement with key stakeholders. Whilst not requiring a formal resolution of Council, the appointment of Councillors to the working group will allow direct representation by Council on this group.

3. Local Emergency Management Committee (Section 38 Emergency Management Act)

Purpose of the committee:

To oversee, plan and test the LEMA (Local Emergency Management Arrangements).

It is recommended that at least one Councillor is appointed to the LEMC. The LEMC meets at least quarterly.

4. Goldfields Voluntary Regional Organisation of Councils (GVROC)

Purpose:

- Enhance service delivery and infrastructure for our collective and individual Communities.

- Achieve a sustainable, cost-effective model for sharing of resources.

The GVROC meets every 2 months and is an important method of participating in regional wide decisions. Traditionally the GVROC is attended by Shire Presidents and CEO's.

5. Regional Road Group (RRG)

Purpose:

The RRGs make recommendations to the State Road Funds to Local Government

Advisory Committee (SAC) regarding the Annual Local Government Roads Program for the Region and any other relevant issues. It meets twice a year and outside of these times it is not resource intensive for elected members.

6. Golden Quest Discovery Trail (GQDT)

Purpose:

To manage the on-going promotion, management and maintenance of the Golden Quest Discovery trail

The GQDT is currently being reviewed as the Shire of Coolgardie withdrew its participation. A revised group is recommended to focus tourism efforts on participating Local Government. It is recommended that at least one Council member is appointed to the group.

STAKEHOLDER ENGAGEMENT

Stakeholder engagement was not required for this item.

STATUTORY ENVIRONMENT

Local Government Act 1995 Sections 5.8 to 5.18 (Subdivision 2) relates to the establishment of committees and their meetings. Section 7.1A refers to the creation of an audit committee and appointment of members. Local Government (Administration) Regulations 1996 Regulations 31 and 32 relate to expenses which shall be reimbursed and expenses which may be reimbursed for council members.

POLICY IMPLICATIONS

There are no identified policy implications.

FINANCIAL IMPLICATIONS

Budget provisions are made for the attendance at meetings.

STRATEGIC IMPLICATIONS

The Shire's Strategic Community Plan outlines the following objective:

4.1 An innovative, strategically focused Council leading our community.

RISK MANAGEMENT

There are no identified risks.

RECOMMENDATIONS

1. That Council
 - (a) That Cr _____, Cr _____ Cr _____ and Cr _____ be appointed as members of the Audit, Risk and Improvement Committee.
 - (b) That Cr _____ and Cr _____ be appointed as members of the Safer Leonora Committee.
 - (c) That Cr _____ and Cr _____ be appointed as members of the Local Emergency Management Committee.
 - (d) That Cr _____ and Cr _____ be appointed as members of the Goldfields Voluntary Regional Organisation of Councils.
 - (e) That Cr _____ and Cr _____ be appointed as members of the Regional Road Group;
 - (f) That Cr _____ and Cr _____ be appointed as members of the Golden Quest Discovery Trail: and

VOTING REQUIREMENT

Simple Majority

SIGNATURE

Chief Executive Officer

10.0 REPORTS**10.2 CHIEF EXECUTIVE OFFICER REPORTS****10.2.(B) LOCAL GOVERNMENT NOMINATIONS FOR DEVELOPMENT ASSESSMENT PANEL**

SUBMISSION TO: Ordinary Council Meeting
Meeting Date: 21st October 2025

AGENDA REFERENCE: 10.2.(B) OCT 25

SUBJECT: Local Government Nominations for Development Assessment Panel

LOCATION/ADDRESS: N/A

NAME OF APPLICANT: N/A

FILE REFERENCE: 12.29

AUTHOR, DISCLOSURE OF ANY INTEREST AND DATE OF REPORT

NAME: Ty Matson

OFFICER: Chief Executive Officer

INTEREST DISCLOSURE: Nil

DATE: 17th September 2025

SUPPORTING DOCUMENTS: Nil

BACKGROUND

Council are required to nominate four elected members to sit as Development Assessment Panel (DAP) members after each Council election. Nominations are forwarded to the Minister for Planning who will make the final appointments.

Two Councillors will perform the role of local members with the second two being deputies. Local members will sit on the DAP with other members appointed by the Minister for Lands.

Should Council choose not to appoint members to the DAP, the Minister is able to appoint alternative community representatives.

STAKEHOLDER ENGAGEMENT

Stakeholder engagement has not been undertaken regarding this report.

STATUTORY ENVIRONMENT

Planning and Development (Development Assessment Panels) Regulations 21 – Sections 23 & 24

23. LDAP members

(1) The members of a LDAP are —

(a) 2 persons appointed to the LDAP as local government members; and

(b) 3 persons appointed to the LDAP as specialist members.

(2) The members must be appointed in writing by the Minister.

(3) Regulation 24 applies to the appointment of local government members.

(4) Regulation 37 applies to the appointment of specialist members.

24. Local government members of LDAP

(1) Whenever it is necessary to make an appointment under regulation 23(1)(a), the Minister must —

(a) in writing, request the local government of the district for which the DAP is established to nominate a member of the council of the local government for appointment; and

(b) unless subregulation (2) applies, appoint the person so nominated.

(2) If, within 40 days after the date on which the Minister makes a request to a local government under subregulation (1) or such longer period as the Minister may allow, the local government fails to nominate a person for appointment in accordance with the request, the Minister may appoint under regulation 23(1)(a) a person who is an eligible voter of the district for which the LDAP is established.

(3) For the purposes of subregulation (2) a person is an eligible voter of a district if that person is eligible under the Local Government Act 1995 section 4.29 or 4.30 to be enrolled to vote at elections for the district.

POLICY IMPLICATIONS

There are no known policy implications.

FINANCIAL IMPLICATIONS

There are no known financial implications.

STRATEGIC IMPLICATIONS

There are no known strategic implications. However, if Council does not appoint members it will not be able to influence decisions through voting rights.

RISK MANAGEMENT

If Council does not appoint members, it creates a risk of not being able to influence decisions on developments within the Shire.

RECOMMENDATIONS

That Council

1. nominate CR ____ and CR ____ as local members of the Local Development Panel to the Minister for Lands; and
2. nominate CR ____ and CR ____ as deputy local members of the Local Development Panel to the Minister for Lands.

VOTING REQUIREMENT

Absolute Majority

SIGNATURE

Chief Executive Officer

10.0 REPORTS**10.2 CHIEF EXECUTIVE OFFICER REPORTS****10.2.(C) APPOINTMENT OF ZONE DELEGATES**

SUBMISSION TO:	Ordinary Council Meeting Meeting Date: 21st October 2025
AGENDA REFERENCE:	10.2.(C) OCT 25
SUBJECT:	Appointment of Zone Delegates
LOCATION/ADDRESS:	Leonora
NAME OF APPLICANT:	Shire of Leonora
FILE REFERENCE:	TBA
AUTHOR, DISCLOSURE OF ANY INTEREST AND DATE OF REPORT	
NAME:	Ty Matson
OFFICER:	Chief Executive Officer
INTEREST DISCLOSURE:	Nil
DATE:	30th September 2025
SUPPORTING DOCUMENTS:	Nil

BACKGROUND

The governance structure of WALGA is designed to ensure it is representative of all 139 Member Local Governments.

Zones are autonomous groupings of geographically aligned Local Governments. The key functions of Zones are to elect one or more representative to State Council, consider the State Council Agenda and provide direction and feedback to State Council. Zones can also act independently in considering and advocating on regional issues.

State Council is the decision-making, representative body of WALGA, responsible for sector-wide policy making and strategic planning.

The relationship between State Council and Zones is critical as it underpins WALGA's advocacy on behalf of Local Government at the State and Federal Government levels. Zones have an integral role in shaping the political and strategic direction of WALGA.

Delegates are appointed to represent their Local Government on the Zone and make decisions at a regional level. Individual Zones determine how many Delegates represent each member Local Government and are responsible for electing a Zone Chair and Deputy Chair.

When a Delegate is appointed to a Zone, they become eligible to nominate for State Council. As this is an election year, November Zone meetings will hold elections for State Council representatives and Zone Chair.

There are no sitting fees or reimbursements paid to Zone Delegates. State Councillors are entitled to travel reimbursement related to meeting attendance and are paid an annual sitting fee.

The time commitment for a Zone Delegate varies from Zone to Zone. Zones meet five times per year (in February, April, June, August and November). Meetings run for approximately 90 minutes. Agendas are distributed a week before Zone meetings.

Goldfields Country Zone (also known as GVROC)

There are nine Local Governments in the Goldfields Country Zone.

The Goldfields Country Zone meet twice within a State Council meeting cycle (in February, April, June, August and November) at 9:00am. One meeting is held in person to consider GVROC specific matters and the second is to consider the State Council Agenda and is held via Zoom. Hosting of the in person meetings is rotated between each member Local Government to provide an opportunity to showcase their area.

Each member Local Government on the Goldfields-Esperance Country Zone is entitled to appoint two voting Delegates and as many Deputy Delegates as they see fit. It is recommended that the Chief Executive Officer be appointed as an additional Deputy Delegate where it may be beneficial, to ensure that representation from each member Local Government can always be achieved at Zone meetings.

At the November Zone meeting, an election will be held for the positions of State Councillor (one position) and Deputy State Councillor (one position).

STAKEHOLDER ENGAGEMENT

Stakeholder engagement is not required.

STATUTORY ENVIRONMENT

The Zone has no statutory environment.

POLICY IMPLICATIONS

A major part of the role is to advocate for Leonora and particularly its policy positions.

FINANCIAL IMPLICATIONS

There are no financial implications. Travel costs are included in the annual budget.

STRATEGIC IMPLICATIONS

This is an advocacy role.

RISK MANAGEMENT

No risks have been identified with this item.

RECOMMENDATIONS

1.

- (a) That Council appoint Cr _____ as the Leonora WALGA Zone Delegate
- (b) That Council appoint Cr _____ as a Deputy WALGA Zone Delegate
- (c) That Council appoint Ty Matson as a Deputy WALGA Zone Delegate

VOTING REQUIREMENT

Simple Majority

SIGNATURE

Chief Executive Officer

10.0 REPORTS**10.2 CHIEF EXECUTIVE OFFICER REPORTS****10.2.(D) 2025 COMMUNITY GRANTS ROUND**

SUBMISSION TO:	Ordinary Council Meeting Meeting Date: 21st October 2025
AGENDA REFERENCE:	10.2.(D) OCT 25
SUBJECT:	2025 Community Grants Round
LOCATION/ADDRESS:	Leonora
NAME OF APPLICANT:	N/A
FILE REFERENCE:	Grants Leonora/Leinster 11.16
AUTHOR, DISCLOSURE OF ANY INTEREST AND DATE OF REPORT	
NAME:	Marie Pointon
OFFICER:	Community Development Coordinator
INTEREST DISCLOSURE:	Nil
DATE:	15th October 2025
SUPPORTING DOCUMENTS:	1. CGR 2025 Applications ↓

BACKGROUND

The Shire of Leonora's Community Grants Round is an annual, open, competitive grants round providing a total pool of \$60,000.00 to community groups and organisations in Leonora and Leinster. Applications were open from 1st September, 2025 to 30th September, 2025, and the following information was provided:

Description

A competitive grant round supporting community and sporting organisations in the Shire of Leonora. Applicants can seek up to \$10,000.

Eligibility Criteria

The organisation or group must provide direct benefit to the Shire of Leonora community, by providing support, services, events, and/or activities.

The organisation or group must be:

- Not for profit
- Incorporated
- Community based
- Supported activities include:
 - Development projects
 - Participation projects
 - Community service groups

Community organisations/groups which are not incorporated should approach an incorporated community-based organisation to auspice the project. Documentation of any auspicings arrangement should be provided with your application.

Instructions for Application Submission:

Applications must be submitted electronically using SurePact online grants management system.

Applicants should ensure sufficient information is provided for the assessment panel to make a recommendation, including any relevant quotes, auspicings agreements etc.

Applications received

As at the close date, the following applications had been received:

Applicant	Amount
Regional Early Education And Development Inc	\$ 10,000.00
Otitis Media Group (Inc.)	\$ 10,000.00
Leinster Sport Recreation Association	\$ 10,000.00
Leinster Primary School Parents And Citizens Association Inc	\$ 10,000.00
Leinster Community Playgroup	\$ 10,000.00
TOTAL	\$ 50,000.00

All applications received meet the above-mentioned criteria and have provided sufficient documentation to support the amounts requested.

The applications were assessed by a three person panel, with each reviewer providing a score for the application out of 5. The aggregate scores are provided on the first page of the attached document, and all applications were approved.

Due to receiving applications for a total of \$50,000.00, there is an under-expenditure of \$10,000.00 from the total funding pool.

Given the purpose of the Community Grants Round, it would be suitable for the balance of funds to be re-allocated to the CEO Support Grants, as this would provide local organisations and events with additional funding avenues for the remainder of the financial year.

STATUTORY ENVIRONMENT

Section 3.1 of the *Local Government Act 1995* states that “the general function of a Local Government is to provide for the good government of persons in its district”.

POLICY IMPLICATIONS

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

FINANCIAL IMPLICATIONS

An amount of \$60,000.00 is contained within the current budget to facilitate expenditure as detailed.

STRATEGIC IMPLICATIONS

The Shire of Leonora Council Plan 2025–2035 includes action 1.1.3.4 Maintain community grants allocation program.

RECOMMENDATIONS

That Council:

1. Approve the allocation of funding to the following sporting groups/organisations:

Applicant	Amount
Regional Early Education And Development Inc	\$ 10,000.00
Otitis Media Group (Inc.)	\$ 10,000.00
Leinster Sport Recreation Association	\$ 10,000.00
Leinster Primary School Parents And Citizens Association Inc	\$ 10,000.00
Leinster Community Playgroup	\$ 10,000.00
TOTAL	\$ 50,000.00

2. Approve the re-allocation of remaining Community Grants Round funds to the CEO Support Grants, in the amount of \$10,000.00

VOTING REQUIREMENT

Absolute Majority

SIGNATURE

Chief Executive Officer

6 applications

Organisation	Primary Contact	Da...	St...	Review Progress	Amount Requested ^②	Sc...	Actions
REGIONAL EARLY EDUCATION AND DEVELOPMENT INC	Pirihira Tukapua	25/09/...	Appro...	100%	\$10,000	4 / 5	...
LEINSTER GOLF CLUB Inc	Brendon Stewart		Draft...	0%	\$0		...
OTITIS MEDIA GROUP (INC.)	Nicola Linton	18/09/...	Appro...	100%	\$10,000	5 / 5	...
Leinster Sport Recreation Association	Jessica Remaj	25/09/...	Appro...	100%	\$10,000	5 / 5	...
LEINSTER PRIMARY SCHOOL PARENTS AND CITIZENS ASSOCIATION INC	Teleah McGrath	29/09/...	Appro...	100%	\$10,000	5 / 5	...
Leinster Community Playgroup	Chloe Craig	30/09/...	Appro...	100%	\$10,000	5 / 5	...

Shire of Leonora - Community Grants Round

Before you begin

Use of Information

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- comply with the Australian Government requirements to publish the details of all grant recipients on the The Shire website and meet reporting requirements;
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- inform future assessments for Applications.

All information including personal information provided in this Application may be shared with other Commonwealth and law enforcement agencies for the purpose of preventing and detecting fraud. This includes personal information of any third party provided in this Application. You can only apply if you agree to the use of the information you provide in this form for the purposes listed above.

Please confirm your consent for The Shire to use the information provided in your application.

☒ I agree to the Shire of Leonora using the information I provide in this application for the purposes listed above. *

1. Program Information

Program Name

2025 Community Grants Round

Program Description

A competitive grants round supporting community and sporting organisations in the Shire of Leonora.

Applicants can seek up to \$10,000.

Funding Body Contact Email

admin@leonora.wa.gov.au

2. Key information about the application

Applications Open Date & Time

2025-09-01 12:00 PM



Applications Close Date & Time

2025-09-30 04:30 PM



Maximum Recipient Allocation Amount (AUD) excl GST

Payment Type

Lump Sum

3. Applicant information

Organisation Name

REGIONAL EARLY EDUCATION AND DEVELOPMENT INC

Organisation Address

2 Gledden Drive, Leinster, WA, 6437

Organisation Contact Email

committee@lcdcc.com.au

Organisation Phone Number

08 9037 6044

Is your Organisation/Group not for profit? *

- ☒ Yes
☐ No

Where is your Organisation/Group based? *

- ☐ Leonora
☒ Leinster
☐ Other

Is your Organisation/Group incorporated? *

- ☒ Yes
☐ No

Have you previously received a Community Grant? *

- ☒ Yes
☐ No
☐ Unsure

4. Tell us about your project

How much funding are you seeking? *

10000

Provide details of the event or program for which you are seeking funding support. *

The Leinster Community Day Care Centre is seeking funding to strengthen and expand the delivery of high-quality early childhood education and care for families in Leinster and the surrounding region. With the announcement from BHP in July 2024 to enter temporary suspension, the service experienced a decline in enrolments as families were impacted by redundancies and redeployments, reducing centre numbers from 50-60% occupancy in July 2024 to 17%-30% currently. The need to provide stable and resilient services has become even more critical. This funding will support improvements in service delivery, including upgrading learning resources, staff wages, enhancing staff training and book-keeping to ensure ongoing compliance with the National Quality Framework (NQF).

Please provide an overview of the project or program you intend to use the grant funding for, and how it will provide benefit to the community. If you have supporting documentation, you can provide this in the Supporting Documents section.

When will the project/program commence? *

01-10-2025



When will the project/program be completed? *

31-03-2026



Is there any additional information you feel is important in determining your application?

The project will also contribute to long-term sustainability by investing in initiatives that improve accessibility, inclusivity, and family engagement.

This project will deliver significant benefits to the local community, including:

- Supporting Working Families: Reliable childcare enables parents and caregivers to engage in employment, training, and community activities.
- Quality Early Learning: Children will benefit from enriched learning environments, promoting school readiness and overall wellbeing.
- Community Stability: Access to childcare supports families to remain in Leinster, which in turn strengthens the town's workforce and economy.

- Capacity Building: Ongoing professional development for educators will ensure high standards of care, aligned with NQF requirements.

5. Declaration

declare that:

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- I consent to receive correspondence, legal notices, grant agreements and any subsequent letters of variations to the agreement electronically. I understand and agree that my electronic correspondences constitute a valid and legally binding method for interacting under the grant agreement and the Electronic Transactions Act 1999 (Cth).

☒ I understand and agree to the declaration above. *

6. Signature

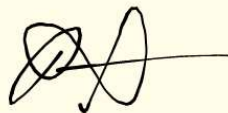
This Declaration must be signed by an authorised representative of the Applicant (or, if this Application is a joint/consortium Application, an authorised representative of the lead organisation).

The authorised representative should be a person who is legally empowered to enter into contracts and commitments on behalf of the Applicant.

Full Name of Authorised Person *

Pirihira Tukapua

Signature *



Sign above

☒ I consent to the use of my digital signature for the purposes of this application. *

Shire of Leonora - Community Grants Round

Before you begin

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1. Program Information

Program Name

2025 Community Grants Round

Program Description

A competitive grants round supporting community and sporting organisations in the Shire of Leonora.

Applicants can seek up to \$10,000.

Funding Body Contact Email

admin@leonora.wa.gov.au

2. Key information about the application

Applications Open Date & Time

2025-09-01 12:00 PM



Applications Close Date & Time

2025-09-30 04:30 PM



Maximum Recipient Allocation Amount (AUD) excl GST

Payment Type

Lump Sum

3. Applicant information

Organisation Name

OTITIS MEDIA GROUP (INC.)

Organisation Address

Organisation Contact Email

nicola.linton@earbus.org.au

Organisation Phone Number

08 9037 6044

Is your Organisation/Group not for profit? *

- ☒ Yes
- ☐ No

Where is your Organisation/Group based? *

- ☒ Leonora
- ☐ Leinster
- ☐ Other

Is your Organisation/Group incorporated? *

- ☒ Yes
- ☐ No

Have you previously received a Community Grant? *

- ☒ Yes
- ☐ No
- ☐ Unsure

4. Tell us about your project

How much funding are you seeking? *

10000

Provide details of the event or program for which you are seeking funding support. *

In Leonora, many children begin life already facing a silent barrier—hearing loss caused by middle ear disease. It's invisible, but its impact is profound. Before they've spoken their first word, some children are already falling behind in speech, language, motor skills and classroom engagement. By the time they reach school, they may struggle to follow instructions, express themselves clearly or connect with their peers—not because they lack ability, but because they've lacked access to early intervention.

Wrap the Leonora Gap is Earbus Foundation's response to this urgent need. It's a community-led program that brings a multidisciplinary team of allied health professionals—speech pathologists, occupational therapists, physiotherapists and developmental psychologists—into Leonora to work directly with children, families and educators.

The program is delivered through three interconnected streams:

- PLAY (Positive Learning Approaches for Young ones): A playgroup-based initiative where children engage in developmental screening, 1:1 therapy and parent coaching in a safe, familiar setting.
- STEP (School Therapy Enhancement Program): Therapy embedded into classroom routines, supporting teachers and education assistants to manage sensory and behavioural challenges.
- UP (Unlocking Pathways): A literacy-focused program that builds foundational skills through collaborative learning and project-based activities.

These services are delivered in schools, playgroups and community hubs—places children already know and trust. The program is Aboriginal designed for Aboriginal people to be culturally safe, flexible and responsive to local needs. It doesn't just treat—it transforms. It identifies children who may need NDIS referrals, reassures parents when their child is on track and upskills educators to continue care between visits.

Funding from the Shire of Leonora will directly support the delivery of therapy sessions, travel costs for allied health professionals and culturally safe resources for families and educators.

Why is this needed?

especially when it comes to allied health services like speech therapy, occupational therapy and developmental psychology. These services are typically concentrated in larger centres, meaning families in smaller towns like Leonora may need to travel long distances or wait extended periods to receive care.

In early childhood, delays caused by hearing loss can have a cascading effect—impacting speech, literacy, motor skills and classroom engagement. Without early intervention, these delays can compound over time, affecting a child's confidence, learning outcomes and long-term wellbeing.

Local educators and health professionals in Leonora have observed these challenges firsthand. While Earbus Foundation's Hearing Health Program provides regular screening and treatment to Leonora's children, there remains a critical gap in follow-up developmental support. Wrap the Gap is designed to fill that gap—bringing therapy directly into the community and ensuring children receive the support they need, when and where they need it.

How will this benefit the community?

The benefits of Wrap the Leonora Gap extend far beyond individual children—they ripple outward to families, educators and the broader Leonora community.

- For children, the program offers a chance to catch up developmentally and build the foundational skills they need to thrive. With improved hearing, speech and motor coordination, children can participate more fully in classroom activities, express themselves with confidence and connect socially with their peers. These early gains lay the groundwork for lifelong learning and wellbeing.
- For families, Wrap the Gap reduces the burden of travel and long waitlists by bringing services directly into the community. Parents are supported through coaching and reassurance, helping them better understand their child's development and feel empowered to support their progress. The program also helps identify children who may benefit from NDIS referrals, ensuring families can access longer-term support if needed.
- For educators, the program provides professional development and practical tools to manage sensory and behavioural challenges in the classroom. Teachers and education assistants are supported to embed therapy into everyday learning, creating more inclusive environments where all children can succeed.
- For the wider community, Wrap the Gap strengthens local capacity and builds a more connected support network. By working in partnership with schools, Aboriginal organisations and health providers, the program fosters collaboration and ensures services are culturally safe and responsive. It also contributes to long-term outcomes—reducing disengagement, improving literacy and helping children stay on track academically and socially.

Ultimately, this initiative is about equity. It's about ensuring that children in Leonora have the same opportunities to thrive as those in larger centres. It's about building a future where no child is left behind because of where they live or the challenges they face early in life.

With support from the Shire of Leonora, Wrap the Gap can continue to grow as a locally embedded, community-driven solution—one that uplifts children, supports families and strengthens the fabric of the town for generations to come.

Please provide an overview of the project or program you intend to use the grant funding for, and how it will provide benefit to the community. If you have supporting documentation, you can provide this in the Supporting Documents section.

When will the project/program commence? *

01-01-2026



When will the project/program be completed? *

30-11-2026



Is there any additional information you feel is important in determining your application?

Earbus Foundation exists to eliminate the effects of ear disease in Aboriginal and at-risk children across Western Australia—because no child should be held back by a condition that is treatable, preventable and invisible. Our mission is simple but powerful: healthy ears, bright futures.

Earbus Foundation is a trusted provider with over a decade's experience delivering mobile, multidisciplinary services to remote communities. Our Hearing Health Program already operates in Leonora, providing regular screening and treatment for middle ear disease. Wrap the Leonora Gap is a natural extension of this work—designed to fill the developmental gap that remains after hearing issues are addressed. It builds on our proven capacity to deliver culturally safe, community-led programs in partnership with local schools, Aboriginal organisations and health providers.

The need is urgent. Middle ear disease affects up to 91% of Aboriginal children in some communities. It's not just a health issue—it's an educational and social equity issue. Hearing loss in early childhood can delay speech, literacy, motor skills and classroom engagement. These delays compound over time, contributing to a stark gap in educational outcomes:

- Only 34% of Indigenous children are assessed as ready to start school, compared to 56% of all Australian children.
- By age 10, just 77% of Indigenous students meet minimum literacy and numeracy standards, compared to 96% of their peers.
- Only 57% of Indigenous students finish high school, compared to 82% nationally.
- And while nearly half of young Australians hold a university degree, just 7% of Indigenous youth do.

The consequences extend beyond the classroom. Children who fall behind developmentally are more likely to disengage from school, experience social isolation and eventually come into contact with the juvenile justice system. Early intervention is not just compassionate—it's cost-effective, preventative and transformative.

Wrap the Gap is designed to change this trajectory. It identifies children early, supports families, upskills educators and builds a stronger, more connected community. With support from the Shire of Leonora, we can ensure that every child in Leonora has the opportunity to thrive—regardless of where they live or the challenges they face.

5. Declaration

declare that:

- The information contained in this form is true and correct.
- I have read, understood and agree to the information provided in this Application being used for the purposes detailed in the Use of information.
- If and where any personal details of a third party are included, the third party has been made aware of, and given their permission for those details to appear in this Application and for their personal information to be used and disclosed as detailed in the Use of Information.
- I give consent to the Shire of Leonora to make public the details of this Application and the funding received (if required), should this Application be successful
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☒ I understand and agree to the declaration above. *

6. Signature

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The authorised representative should be a person who is legally empowered to enter into contracts and commitments on behalf of the Applicant.

Full Name of Authorised Person *

Nicola Linton

Signature *



Sign above

☒ I consent to the use of my digital signature for the purposes of this application. *

Shire of Leonora - Community Grants Round

Before you begin

Use of Information

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1. Program Information

Program Name

2025 Community Grants Round

Program Description

A competitive grants round supporting community and sporting organisations in the Shire of Leonora.

Applicants can seek up to \$10,000.

Funding Body Contact Email

admin@leonora.wa.gov.au

2. Key information about the application

Applications Open Date & Time

2025-09-01 12:00 PM



Applications Close Date & Time

2025-09-30 04:30 PM



Maximum Recipient Allocation Amount (AUD) excl GST

Payment Type

Lump Sum

3. Applicant information

Organisation Name

Leinster Sport Recreation Association

Organisation Address

Mansbridge Street, Leinster, WA, 6437

Organisation Contact Email

lsra.secretary1@gmail.com

Organisation Phone Number

08 9037 6044

Is your Organisation/Group not for profit? *

- ☒ Yes
☐ No

Where is your Organisation/Group based? *

- ☐ Leonora
☒ Leinster
☐ Other

Is your Organisation/Group incorporated? *

- ☐ Yes
☒ No

Have you previously received a Community Grant? *

- ☒ Yes
☐ No
☐ Unsure

4. Tell us about your project

How much funding are you seeking? *

10000

Provide details of the event or program for which you are seeking funding support. *

We wish to request the monies to cover the Insurance Policy for the Members of the LSRA and will use the additional funding towards or Community Sports throughout the year

Please provide an overview of the project or program you intend to use the grant funding for, and how it will provide benefit to the community. If you have supporting documentation, you can provide this in the Supporting Documents section.

When will the project/program commence? *

01-10-2025



When will the project/program be completed? *

01-06-2026



Is there any additional information you feel is important in determining your application?

It is extremely important that the LSRA continues to provide sports, classes and events for the mental and physical health of the Community, Leonora Shire has always been extremely supportive in funding the Insurance for the Committee and this provides assurance of the safety of everyone in the Community. This is greatly appreciated.

5. Declaration

I declare that:

- The information contained in this form is true and correct.
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- If and where any personal details of a third party are included, the third party has been made aware of, and given their permission for those details to appear

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☒ I understand and agree to the declaration above. *

6. Signature

This Declaration must be signed by an authorised representative of the Applicant (or, if this Application is a joint/consortium Application, an authorised representative of the lead organisation).

The authorised representative should be a person who is legally empowered to enter into contracts and commitments on behalf of the Applicant.

Full Name of Authorised Person *

Jessica Jean Remaj

Signature *

A handwritten signature in black ink on a yellow background. The signature is stylized, starting with a horizontal line, followed by a vertical line, and ending with a large, looped flourish.

Sign above

☒ I consent to the use of my digital signature for the purposes of this application. *

Shire of Leonora - Community Grants Round

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admin@leonora.wa.gov.au

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2025-09-01 12:00 PM



Applications Close Date & Time

2025-09-30 04:30 PM



Maximum Recipient Allocation Amount (AUD) excl GST

Payment Type

Lump Sum

3. Applicant information

Organisation Name

LEINSTER PRIMARY SCHOOL PARENTS AND CITIZENS ASSOCIATION INC

Organisation Address

1 Gledden Drive, Leinster, WA, 6437

Organisation Contact Email

leinsterpc@gmail.com

Organisation Phone Number

08 9037 6044

Is your Organisation/Group not for profit? *

- ☒ Yes
☐ No

Where is your Organisation/Group based? *

- ☐ Leonora
☒ Leinster
☐ Other

Is your Organisation/Group incorporated? *

- ☒ Yes
☐ No

Have you previously received a Community Grant? *

- ☒ Yes
☐ No
☐ Unsure

4. Tell us about your project

How much funding are you seeking? *

10000

Provide details of the event or program for which you are seeking funding support. *

This application seeks funding to replace the aging carpet in the Leinster Community School library as part of a broader refurbishment initiative aimed at improving the comfort, safety, and accessibility of the space. The library serves as a vital hub for education, connection, and enrichment. Upgrading the flooring will enhance the overall experience for the students, and support the library's role in fostering lifelong learning.

The current carpet in the library is many years old (we are not actually sure how old) and shows significant signs of wear and staining. These issues will detract from the welcoming atmosphere the library refurbishment is striving to achieve.

The refurbishment includes replacing the shelving with modern alternatives, new furniture and a fresh coat of paint. The project aligns with our commitment to providing inclusive, safe, and modern public spaces. Carpet replacement is a key component, as it directly impacts acoustics, comfort, and aesthetics.

Please provide an overview of the project or program you intend to use the grant funding for, and how it will provide benefit to the community. If you have supporting documentation, you can provide this in the Supporting Documents section.

When will the project/program commence? *

31-10-2025



When will the project/program be completed? *

31-12-2025



Is there any additional information you feel is important in determining your application?

The P&C Association is seeking \$10,000 to put towards the carpet as per the attached quote. We will fund the remaining amount through additional grant applications and fundraising.

5. Declaration

declare that:

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☒ I understand and agree to the declaration above. *

6. Signature

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The authorised representative should be a person who is legally empowered to enter into contracts and commitments on behalf of the Applicant.

Full Name of Authorised Person *

Teleah McGrath

Signature *



Sign above

☒ I consent to the use of my digital signature for the purposes of this application. *

Shire of Leonora - Community Grants Round

Before you begin

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Program Name

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Applications Close Date & Time

2025-09-30 04:30 PM



Maximum Recipient Allocation Amount (AUD) excl GST

Payment Type

Lump Sum

3. Applicant information

Organisation Name

Leinster Community Playgroup

Organisation Address

Worrung Road, Leinster, WA, 6437

Organisation Contact Email

chloe@leinstersmash.com.au

Organisation Phone Number

08 9037 6044

Is your Organisation/Group not for profit? *

- ☒ Yes
☐ No

Where is your Organisation/Group based? *

- ☐ Leonora
☒ Leinster
☐ Other

Is your Organisation/Group incorporated? *

- ☐ Yes
☒ No

Have you previously received a Community Grant? *

- ☒ Yes
☐ No
☐ Unsure

4. Tell us about your project

How much funding are you seeking? *

5000

Provide details of the event or program for which you are seeking funding support. *

The Leinster Community Playgroup Committee would assistance this coming year to pay for our annual insurance, as well as updating smaller items within the center that will help us run our sessions effectively.

We are also working on providing a kinder gym program for our community and will need funding for equipment. Since the closure of the Nickel Mine we have seen a drastic decrease in memberships as the towns population reduced due to the closure. Therefore our income has substantially decreased making paying for insurance & the likes near impossible. As we are the only community group providing activities for children aged 0-5 in Leinster, we feel it extremely important to continue to provide this service to the community.

By having out insurance fee paid for and other larger ticketed items, we will be able to successfully continue to provide sessions for the next year to our community. Physical Activity in the first five years is crucial to child development across all facets and provides the foundation to life-long health & well being, which is why developing a kinder gym program in Leinster we feel, is extremely important.

Please provide an overview of the project or program you intend to use the grant funding for, and how it will provide benefit to the community. If you have supporting documentation, you can provide this in the Supporting Documents section.

When will the project/program commence? *

05-01-2026



When will the project/program be completed? *

02-02-2026



Is there any additional information you feel is important in determining your application?

5. Declaration

declare that:

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The authorised representative should be a person who is legally empowered to enter into contracts and commitments on behalf of the Applicant.

Full Name of Authorised Person *

Chloe Rachael Craig

Signature *



Sign above

☒ I consent to the use of my digital signature for the purposes of this application. *

10.0 REPORTS**10.2 CHIEF EXECUTIVE OFFICER REPORTS****10.2.(E) APPOINTMENT OF ACTING CEO**

SUBMISSION TO:	Ordinary Council Meeting Meeting Date: 21st October 2025
AGENDA REFERENCE:	10.2.(E) OCT 25
SUBJECT:	Appointment of Acting CEO
LOCATION/ADDRESS:	Shire of Leonora
NAME OF APPLICANT:	NA
FILE REFERENCE:	1.19 Personnel
AUTHOR, DISCLOSURE OF ANY INTEREST AND DATE OF REPORT	
NAME:	Ty Matson
OFFICER:	Chief Executive Officer
INTEREST DISCLOSURE:	Nil
DATE:	13th October 2025
SUPPORTING DOCUMENTS:	Nil

BACKGROUND

The Shire of Leonora has adopted Policy A3.4 *Temporary Employment or Appointment of a Chief Executive Officer*. This document was drafted when the organisational structure included the role of Deputy Chief Executive Officer. As such when the CEO is absent the DCEO is authorised to act as the CEO.

In October 2023 structural changes removed the role of DCEO from the organisational chart and instead created the roles of Manager Community Services (MCS) and Manager Business Services (MBS). The second management tier now includes the two new roles and the Manager Works and Services.

Policy A3.4 will need to be amended to reflect the change, however this will take time for Administration to work through and present a new policy to Council for consideration. It is anticipated that this will be drafted for the November Ordinary Meeting of Council as part of the post election policy review by Council.

The CEO is intending to take leave at the end of October for a period of 8 working days. Therefore an acting CEO will need to be appointed.

The recommendation is that Mr Alex Baxter, Manager Community Services be appointed as acting CEO for the period of Wednesday 22 October to Sunday 2 November 2025, inclusive.

STAKEHOLDER ENGAGEMENT

Not required.

STATUTORY ENVIRONMENT

Local Government Act 1995 - Section 5.38C Policy for temporary employment or appointment of CEO

1. A local government must prepare and adopt* a policy that sets out the process to be followed by the local government in relation to the following —
 - (a) the employment of a person in the position of CEO for a term not exceeding 1 year;
 - (b) the appointment of an employee to act in the position of CEO for a term not exceeding 1 year.
2. A local government may amend* the policy.
** Absolute majority required.*
3. When preparing the policy or an amendment to the policy, the local government must comply with any prescribed requirements relating to the form or content of a policy under this section.
4. The CEO must publish an up-to-date version of the policy on the local government's official website.

POLICY IMPLICATIONS

The proposed appointment is not considered within the scope of the policy. The policy is however now outdated as it is not reflective of the administrative structure of the Shire.

FINANCIAL IMPLICATIONS

All costs associated with the provision of an acting CEO have been included in the adopted annual budget.

STRATEGIC IMPLICATIONS

No strategic implications have been identified.

RISK MANAGEMENT

A comprehensive handover will be provided to the acting CEO. Due to the short term, it is not considered that extensive strategic decisions will be required. A suitable support structure will be in place to allow the incumbent suitable support to undertake the role. The substantive CEO, whilst overseas, will be available for the Shire President and Acting CEO to contact if required.

RECOMMENDATIONS

That Council appoint Mr Alex Baxter as Acting Chief Executive Officer at the Shire of Leonora for the period Wednesday 22 October 2025 to Sunday 2 November 2025 inclusive, during a period of leave for the substantive Chief Executive Officer.

VOTING REQUIREMENT

Absolute Majority

SIGNATURE

Chief Executive Officer

10.0 REPORTS**10.3 MANAGER OF BUSINESS SERVICES****10.3.(A) OUTSTANDING RATES ACTION**

SUBMISSION TO: Ordinary Council Meeting
Meeting Date: 21st October 2025

AGENDA REFERENCE: 10.3.(A) OCT 25

SUBJECT: Outstanding Rates Action

LOCATION/ADDRESS: Leonora

NAME OF APPLICANT: Shire of Leonora

FILE REFERENCE: 11.8

AUTHOR, DISCLOSURE OF ANY INTEREST AND DATE OF REPORT

NAME: Alex Baxter

OFFICER: Manager Community Services

INTEREST DISCLOSURE: Nil

DATE: 16th October 2025

SUPPORTING DOCUMENTS: Nil

BACKGROUND

Following a review of the Shire of Leonora's rate book, three properties were identified with significant long-standing rates arrears, as outlined below:

- 81 Gwalia Street, Leonora – \$4,409.95 outstanding, last payment received 7 November 2013.
- 97 Otterburn Street, Leonora – \$4,058.95 outstanding, last payment received 7 August 2015.
- 43 Tower Street, Leonora – \$4,710.57 outstanding, last payment received 21 August 2013.

To date, the Shire has engaged McLeod's Lawyers to issue rates recovery letters to the registered property owners. These letters have been returned marked "return to sender," confirming that the owners could not be contacted at the addresses currently held by the Shire.

In order to progress the recovery of unpaid rates, it is proposed that the Shire proceed under section 6.64(1)(b) of the Local Government Act 1995 (LGA), which provides authority for a local government to commence recovery proceedings in accordance with section 6.56.

The Act requires that the Shire make "reasonable efforts" to locate the property owners prior to exercising its power of sale. Specifically, section 6.68(2)(b) of the LGA provides that a local government is not required to attempt to recover unpaid rates under section 6.56 before exercising its power of sale where, "having made reasonable efforts to locate the owner of the property, it is unable to do so."

To ensure compliance with the Act and to demonstrate due diligence, it is recommended that the following steps be undertaken:

- conduct updated skip tracing to identify any alternative contact or location information for the owner; and

- subject to any findings on an updated skip trace, we write a further letter to provide notice that unless a response or payment is received by a specified date, the Shire will seek to rely on the exemption provided by section 6.68(2)(b) of the LGA, as stated above, on commencing the seizure and sale process under section 6.64(1)(b) of the LGA to recover the subject unpaid rates.

This approach provides a clear and defensible process, demonstrating that the Shire has taken all reasonable steps to contact the owners and recover the debts in good faith. Should the owners remain uncontactable or fail to respond, the Shire will be positioned to lawfully proceed with seizure and sale of the properties to recover the unpaid rates.

STAKEHOLDER ENGAGEMENT

Nil

STATUTORY ENVIRONMENT

Local Government Act 1995 (WA) – Section 6.56

Rates or service charges recoverable in court

1. If a rate or service charge remains unpaid after it becomes due and payable, the local government may recover it, together with any costs of proceedings for that recovery, in a court of competent jurisdiction.
2. Rates or service charges due by the same person to the local government may be included in a single writ, summons, or other process.

Local Government Act 1995 – Section 6.64

Actions to be taken

If any rates or service charges which are due to a local government in respect of any rateable land have been unpaid for at least 3 years, the local government may, in accordance with the appropriate provisions of this Subdivision, take possession of the land and hold the land as against a person having an estate or interest in the land and may —

- (a) from time to time lease the land; or
- (b) sell the land; or
- (c) cause the land to be transferred to the Crown; or
- (d) cause the land to be transferred to itself.

On taking possession of any land under this section, the local government is to —

- (a) give to the owner of the land such notification as is prescribed; and
- (b) affix on a conspicuous part of the land a notice, in the form or substantially in the form prescribed.

Where payment of rates or service charges imposed in respect of any land is in arrears, the local government has an interest in the land in respect of which it may —

- (a) lodge a caveat to preclude dealings in respect of the land; and
- (b) withdraw caveats so lodged by it.

Local Government Act 1995 (WA) – Section 6.68

Exercise of power to sell land

Subject to subsection (2), a local government is not to exercise its power under section 6.64(1)(b) (in this Subdivision and Schedule 6.3 referred to as the power of sale) in relation to any land unless, within the period of 3 years prior to the exercise of the power of sale, the local government has at least once attempted under section 6.56 to recover money due to it.

A local government is not required to attempt under section 6.56 to recover money due to it before exercising the power of sale where the local government —

(a) has a reasonable belief that the cost of the proceedings under that section will equal or exceed the value of the land; or

(b) having made reasonable efforts to locate the owner of the property is unable to do so.

3A. A local government is to ensure that a decision to exercise a power of sale without having, within the period of 3 years prior to the exercise of the power of sale, attempted under section 6.56 to recover the money due to it, and the reasons for the decision, are recorded in the minutes of the meeting at which the decision was made.

POLICY IMPLICATIONS

This agenda aligns with the Shire of Leonora Policy A2.8 Rates Recovery.

FINANCIAL IMPLICATIONS

The total amount of outstanding rates across the three identified properties is \$13,179.47. Continued non-recovery of these amounts poses a direct financial impact on the Shire by reducing available revenue and limiting resources for service delivery and infrastructure maintenance.

Pursuing recovery through legal channels will incur additional costs, including legal fees and investigative expenses (e.g., skip tracing). However, these costs may be recoverable as part of the legal process or through the eventual sale of the properties under section 6.64 of the Local Government Act 1995.

STRATEGIC IMPLICATIONS

This agenda item aligns with the Shire of Leonora Council Plan 2025–2035, Strategy 4.2.1.2, which seeks to maintain accountability and financial responsibility through effective planning and sound decision-making.

RISK MANAGEMENT

Failure to recover long-standing unpaid rates presents a material financial risk to the Shire, reducing available revenue and undermining long-term budget sustainability. Initiating recovery proceedings under the *Local Government Act 1995* will mitigate this risk by demonstrating the Shire's commitment to prudent financial management and equitable treatment of all ratepayers.

A legal and compliance risk exists should the Shire proceed without evidencing “reasonable efforts” to locate property owners, as required by section 6.68(2)(b). This will be addressed by undertaking updated skip tracing and issuing a further notice prior to initiating seizure and sale proceedings, thereby ensuring compliance with statutory obligations.

There is also a reputational risk if the Shire is perceived as either failing to act on persistent arrears or acting disproportionately. By adhering strictly to legislative provisions and applying a transparent, fair, and consistent process, the Shire will mitigate this risk and maintain community confidence in its governance and accountability practices.

RECOMMENDATIONS

1. That Council notes the outstanding rates arrears on the following properties:
 - 81 Gwalia Street, Leonora – \$4,409.95
 - 97 Otterburn Street, Leonora – \$4,058.95
 - 43 Tower Street, Leonora – \$4,710.57
2. Authorises the Chief Executive Officer to undertake updated skip tracing to attempt to identify any alternative contact details for the property owners.
3. Authorises the Chief Executive Officer, subject to the outcome of the skip tracing, to issue a final notice advising that unless payment or satisfactory contact is received by a specified date, the Shire will rely on section 6.68(2)(b) of the Local Government Act 1995 and commence seizure and disposal proceedings under section 6.64(1)(b).

VOTING REQUIREMENT

Absolute Majority

SIGNATURE

Manager Business Services

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

SUBMISSION TO:	Ordinary Council Meeting Meeting Date: 21st October 2025
AGENDA REFERENCE:	10.3.(B) OCT 25
SUBJECT:	Monthly Financial Statements - August 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 October 2025
SUPPORTING DOCUMENTS:	1. Monthly Financial Statements - August 2025 ↓

BACKGROUND

In complying with the Local Government *Financial Management Regulations 1996*, a monthly statement of financial activity must be submitted to an Ordinary Council meeting within 2 months after the end of the month to which the statement relates. The statement of financial activity is a complex document but gives a complete overview of the “cash” financial position as at the end of each month. The statement of financial activity for each month must be adopted by Council and form part of the minutes.

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 August, 2025 consisting of:

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

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

VOTING REQUIREMENT

Simple Majority

SIGNATURE

Manager of Business Services



20 October 2025

Mr Ty Matson
Chief Executive Officer
Shire of Leonora
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Moore Australia

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Dear Ty

COMPILATION REPORT TO SHIRE OF LEONORA

We have compiled the accompanying special purpose financial report of Shire of Leonora which comprise the statement of financial position as at 31 August 2025, the statement of financial activity, notes providing statement of financial activity supporting information, explanation of material variances for the year then ended and a summary of material accounting policy information. These have been prepared in accordance with *Local Government Act 1995* and associated regulations as described in Note 1 to the financial report. The specific purpose for which the special purpose financial statements have been prepared is also set out in Note 1 of the financial report. We have provided the supplementary information of Shire of Leonora as at 31 August 2025 and for the period then ended based on the records of the Shire of Leonora.

THE RESPONSIBILITY OF SHIRE OF LEONORA

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

OUR RESPONSIBILITY

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

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

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

ASSURANCE DISCLAIMER

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

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

NOTE REGARDING BASIS OF PREPARATION

We draw attention to Note 1 to the financial report where matters of non-compliance with the basis of preparation have been detailed. Supplementary information is provided for management information purposes and does not comply with the disclosure requirements of the Australian Accounting Standards.

A handwritten signature in black ink, appearing to read 'Russell Barnes'.

Russell Barnes
Director
Moore Australia (WA) Pty Ltd

Moore Australia (WA) Pty Ltd trading as agent – ABN 99 433 544 961.
An independent member of Moore Global Network Limited - members in principal cities throughout the world.
Liability limited by a scheme approved under Professional Standards Legislation.

SHIRE OF LEONORA**MONTHLY FINANCIAL REPORT**

(Containing the required statement of financial activity and statement of financial position)

For the period ended 31 August 2025

LOCAL GOVERNMENT ACT 1995

LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996

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Please refer to the compilation report

| 1

**SHIRE OF LEONORA
STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 AUGUST 2025**

	Amended Budget Estimates	YTD Budget Estimates	YTD Actual	Variance* \$	Variance* %	Var.
Note	(a) \$	(b) \$	(c) \$	(c) - (b) \$	((c) - (b))/(b) %	
OPERATING ACTIVITIES						
Revenue from operating activities						
General rates	10,711,726	10,711,726	10,671,726	(40,000)	(0.37%)	▼
Rates excluding general rates	203,390	203,390	203,390	0	0.00%	
Grants, subsidies and contributions	3,308,160	551,360	455,654	(95,706)	(17.36%)	▼
Fees and charges	3,208,109	534,685	628,232	93,547	17.50%	▲
Interest revenue	160,000	26,667	10,349	(16,318)	(61.19%)	▼
Other revenue	130,000	21,667	74,335	52,668	243.08%	▲
Profit on asset disposals	101,961	0	0	0	0.00%	
	17,823,346	12,049,495	12,043,686	(5,809)	(0.05%)	
Expenditure from operating activities						
Employee costs	(5,108,109)	(851,352)	(754,195)	97,157	11.41%	▲
Materials and contracts	(6,912,245)	(935,019)	(911,455)	23,564	2.52%	
Utility charges	(334,900)	(55,817)	(79,026)	(23,209)	(41.58%)	▼
Depreciation	(4,468,779)	(744,797)	0	744,797	100.00%	▲
Insurance	(367,920)	(367,920)	(373,689)	(5,769)	(1.57%)	
Other expenditure	(302,735)	(219,622)	(756)	218,866	99.66%	▲
Loss on asset disposals	(94,101)	0	0	0	0.00%	
	(17,588,789)	(3,174,527)	(2,119,121)	1,055,406	33.25%	
Non cash amounts excluded from operating activities	2(c) 4,460,919	744,797	(28,612)	(773,409)	(103.84%)	▼
Amount attributable to operating activities	4,695,476	9,619,765	9,895,953	276,188	2.87%	
INVESTING ACTIVITIES						
Inflows from investing activities						
Proceeds from capital grants, subsidies and contributions	2,340,737	390,123	0	(390,123)	(100.00%)	▼
Proceeds from disposal of assets	614,000	0	0	0	0.00%	
	2,954,737	390,123	0	(390,123)	(100.00%)	
Outflows from investing activities						
Acquisition of property, plant and equipment	(2,509,048)	0	(158,562)	(158,562)	0.00%	▼
Acquisition of infrastructure	(4,972,464)	0	(2,242,703)	(2,242,703)	0.00%	▼
	(7,481,512)	0	(2,401,265)	(2,401,265)	0.00%	
Amount attributable to investing activities	(4,526,775)	390,123	(2,401,265)	(2,791,388)	(715.51%)	
FINANCING ACTIVITIES						
Outflows from financing activities						
Transfer to reserves	(5,682,660)	0	(5,129)	(5,129)	0.00%	
Amount attributable to financing activities	(5,682,660)	0	(5,129)	(5,129)	0.00%	
MOVEMENT IN SURPLUS OR DEFICIT						
Surplus or deficit at the start of the financial year	2(a) 5,513,959	5,513,959	5,694,948	180,989	3.28%	▲
Amount attributable to operating activities	4,695,476	9,619,765	9,895,953	276,188	2.87%	▲
Amount attributable to investing activities	(4,526,775)	390,123	(2,401,265)	(2,791,388)	(715.51%)	▼
Amount attributable to financing activities	(5,682,660)	0	(5,129)	(5,129)	0.00%	
Surplus or deficit after imposition of general rates	0	15,523,847	13,184,507	(2,339,340)	(15.07%)	▼

KEY INFORMATION

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

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

**SHIRE OF LEONORA
STATEMENT OF FINANCIAL POSITION
FOR THE PERIOD ENDED 31 AUGUST 2025**

	Actual 30 June 2025	Actual as at 31 August 2025
	\$	\$
CURRENT ASSETS		
Cash and cash equivalents	12,597,480	10,528,479
Trade and other receivables	1,242,222	12,504,639
Inventories	173,216	159,934
TOTAL CURRENT ASSETS	14,012,918	23,193,052
NON-CURRENT ASSETS		
Other financial assets	59,715	59,715
Inventories	45,052	45,052
Property, plant and equipment	38,170,342	38,328,904
Infrastructure	101,741,131	103,983,834
TOTAL NON-CURRENT ASSETS	140,016,240	142,417,505
TOTAL ASSETS	154,029,158	165,610,557
CURRENT LIABILITIES		
Trade and other payables	285,087	1,571,475
Contract liabilities	1,061,388	1,460,446
Capital grant/contributions liabilities	943,651	943,651
Employee related provisions	223,961	195,349
TOTAL CURRENT LIABILITIES	2,514,087	4,170,921
NON-CURRENT LIABILITIES		
Employee related provisions	140,945	140,945
Other provisions	1,976,278	1,976,278
TOTAL NON-CURRENT LIABILITIES	2,117,223	2,117,223
TOTAL LIABILITIES	4,631,310	6,288,144
NET ASSETS	149,397,848	159,322,413
EQUITY		
Retained surplus	54,146,492	64,065,928
Reserve accounts	6,027,844	6,032,973
Revaluation surplus	89,223,512	89,223,512
TOTAL EQUITY	149,397,848	159,322,413

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

**SHIRE OF LEONORA
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 AUGUST 2025**

1 BASIS OF PREPARATION AND MATERIAL ACCOUNTING POLICIES

BASIS OF PREPARATION

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

Local Government Act 1995 requirements

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

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

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

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

PREPARATION TIMING AND REVIEW

Date prepared: All known transactions up to 13 October 2025

Matters of non-compliance with Basis of Preparation

1. Balances as at 30 June 2025 have not been audited and may be subject to change.
2. Depreciation has not been raised during the current financial year.

THE LOCAL GOVERNMENT REPORTING ENTITY

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

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

MATERIAL ACCOUNTING POLICIES

Material accounting policies utilised in the preparation of these statements are as described within the 2025-26 Annual Budget. Please refer to the adopted budget document for details of these policies.

Critical accounting estimates and judgements

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

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

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

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

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

SHIRE OF LEONORA
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 AUGUST 2025

2 NET CURRENT ASSETS INFORMATION

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

Current assets

Cash and cash equivalents
Trade and other receivables
Inventories

Less: current liabilities

Trade and other payables
Other liabilities
Employee related provisions

Net current assets

Less: Total adjustments to net current assets

Closing funding surplus / (deficit)

Note	Amended Budget Opening 1 July 2025	Actual as at 30 June 2025	Actual as at 31 August 2025
	\$	\$	\$
	12,597,480	12,597,480	10,528,479
	967,513	1,242,222	12,504,639
	173,216	173,216	159,934
	13,738,209	14,012,918	23,193,052
	(191,367)	(285,087)	(1,571,475)
	(2,005,039)	(2,005,039)	(2,404,097)
	(223,961)	(223,961)	(195,349)
	(2,420,367)	(2,514,087)	(4,170,921)
	11,317,842	11,498,831	19,022,131
2(b)	(5,803,883)	(5,803,883)	(5,837,624)
	5,513,959	5,694,948	13,184,507

(b) Current assets and liabilities excluded from budgeted deficiency

Adjustments to net current assets

Less: Reserve accounts
Add: Current liabilities not expected to be cleared at the end of the year
- Current portion of employee benefit provisions held in reserve

Total adjustments to net current assets

	Amended Budget Estimates 30 June 2026	YTD Budget Estimates 31 August 2025	YTD Actual 31 August 2025
	\$	\$	\$
	(6,027,844)	(6,027,844)	(6,032,973)
	223,961	223,961	195,349
2(a)	(5,803,883)	(5,803,883)	(5,837,624)
	(101,961)	0	0
	0	0	(28,612)
	94,101	0	0
	4,468,779	744,797	0
	4,460,919	744,797	(28,612)

(c) Non-cash amounts excluded from operating activities

Adjustments to operating activities

Less: Profit on asset disposals
Less: Movement in liabilities associated with restricted cash
Add: Loss on asset disposals
Add: Depreciation

Total non-cash amounts excluded from operating activities

CURRENT AND NON-CURRENT CLASSIFICATION

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

Please refer to the compilation report

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SHIRE OF LEONORA
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 AUGUST 2025

3 EXPLANATION OF MATERIAL VARIANCES

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

The material variance adopted by Council for the 2025-26 year is \$30,000 or 10.00% whichever is the greater.

Description	Var. \$	Var. %	
	\$	%	
Revenue from operating activities			
General rates	(40,000)	(0.37%)	▼
Timing of interim rates to be raised			
Grants, subsidies and contributions	(95,706)	(17.36%)	▼
Annual budget profiled at 2/12th.			
YTD budget includes amounts from grants not received such as Local Partners Transition - DSS, Community Led Job Support Hub - DSS, Direct Grant - MRWA and Sponsorship - Golden Gift.			
Fees and charges	93,547	17.50%	▲
Refuse disposal fees have been raised in total, giving an increase to the actual fees and charges. Fees received from liquid waste disposal are less than 2/12 as per budgeted amount.			
Interest revenue	(16,318)	(61.19%)	▼
Annual budget profiled at 2/12th.			
Timing of actual interest received does not align.			
Other revenue	52,668	243.08%	▲
Annual budget profiled at 2/12th.			
Disposal of asset has not been processed on the asset register.			
Expenditure from operating activities			
Employee costs	97,157	11.41%	▲
Staff vacancies.			
Utility charges	(23,209)	(41.58%)	▼
Annual budget profiled at 2/12th.			
Timing of power and water billing doesn't align to monthly budget profiling.			
Depreciation	744,797	100.00%	▲
Annual budget profiled at 2/12th.			
Depreciation for the month of July has not been processed.			
Other expenditure	218,866	99.66%	▲
Annual budget profiled at 2/12th.			
YTD budget includes amounts expensed for elected members which have not occurred.			
Non cash amounts excluded from operating activities	(773,409)	(103.84%)	▼
Annual budget profiled at 2/12th.			
Depreciation and asset disposals yet to be processed.			
Inflows from investing activities			
Proceeds from capital grants, subsidies and contributions	(390,123)	(100.00%)	▼
Annual budget profiled at 2/12th.			
YTD budget includes amounts from capital grants not received such as Regional Road Group - MRWA, Roads to Recovery - Dol and Charge Up Workplace - Horizon Power.			
Outflows from investing activities			
Acquisition of property, plant and equipment	(158,562)	0.00%	▼
Capital works has not been allocated to months.			
Acquisition of infrastructure	(2,242,703)	0.00%	▼
Capital works has not been allocated to months.			
Surplus or deficit at the start of the financial year	180,989	3.28%	▲
The 2024-25 annual financial report is not yet finalised.			
Surplus or deficit after imposition of general rates	(2,339,340)	(15.07%)	▼
Due to variances described above.			

Please refer to the compilation report

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SHIRE OF LEONORA
SUPPLEMENTARY INFORMATION
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BASIS OF PREPARATION - SUPPLEMENTARY INFORMATION

Supplementary information is presented for information purposes. The information does not comply with the disclosure requirements of the Australian Accounting Standards.

Please refer to the compilation report

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SHIRE OF LEONORA
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 AUGUST 2025

1 KEY INFORMATION

Funding Surplus or Deficit Components

Funding surplus / (deficit)				
	Amended Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
Opening	\$5.51 M	\$5.51 M	\$5.69 M	\$0.18 M
Closing	\$0.00 M	\$15.52 M	\$13.18 M	(\$2.34 M)

Refer to Statement of Financial Activity

Cash and cash equivalents			Payables			Receivables		
	\$10.53 M	% of total		\$1.57 M	% Outstanding		\$0.77 M	% Collected
Unrestricted Cash	\$4.50 M	42.7%	Trade Payables	\$1.14 M		Rates Receivable	\$11.74 M	(2.7%)
Restricted Cash	\$6.03 M	57.3%	0 to 30 Days		96.6%	Trade Receivable	\$0.77 M	% Outstanding
			Over 30 Days		3.4%	Over 30 Days		79.1%
			Over 90 Days		0.0%	Over 90 Days		28.5%
Refer to 3 - Cash and Financial Assets			Refer to 9 - Payables			Refer to 7 - Receivables		

Key Operating Activities

Amount attributable to operating activities				Rates Revenue			Grants and Contributions			Fees and Charges		
Amended Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	YTD Actual	\$10.67 M	% Variance	YTD Actual	\$0.46 M	% Variance	YTD Actual	\$0.63 M	% Variance
\$4.70 M	\$9.62 M	\$9.90 M	\$0.28 M	YTD Budget	\$10.71 M	(0.4%)	YTD Budget	\$0.55 M	(17.4%)	YTD Budget	\$0.53 M	17.5%

Refer to Statement of Financial Activity

Refer to 11 - Grants and Contributions

Refer to Statement of Financial Activity

Key Investing Activities

Amount attributable to investing activities				Proceeds on sale			Asset Acquisition			Capital Grants		
Amended Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	YTD Actual	\$0.00 M	%	YTD Actual	\$2.24 M	% Spent	YTD Actual	\$0.00 M	% Received
(\$4.53 M)	\$0.39 M	(\$2.40 M)	(\$2.79 M)	Amended Budget	\$0.61 M	(100.0%)	Amended Budget	\$4.97 M	(54.9%)	Amended Budget	\$2.34 M	(100.0%)

Refer to Statement of Financial Activity

Refer to 6 - Disposal of Assets

Refer to 5 - Capital Acquisitions

Refer to 5 - Capital Acquisitions

Key Financing Activities

Amount attributable to financing activities				Borrowings			Reserves	
Amended Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Principal repayments	\$0.00 M		Reserves balance	\$6.03 M
(\$5.68 M)	\$0.00 M	(\$0.01 M)	(\$0.01 M)	Interest expense	\$0.00 M		Net Movement	\$0.01 M
				Principal due	\$0.00 M			

Refer to Statement of Financial Activity

Refer to 4 - Cash Reserves

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

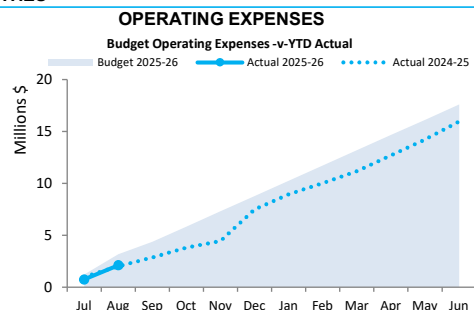
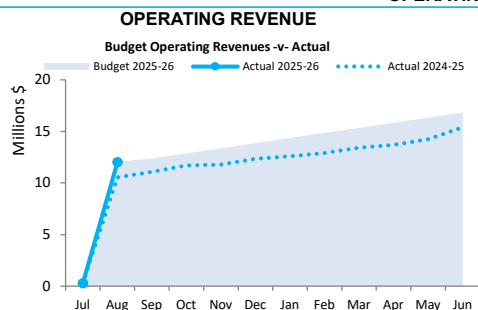
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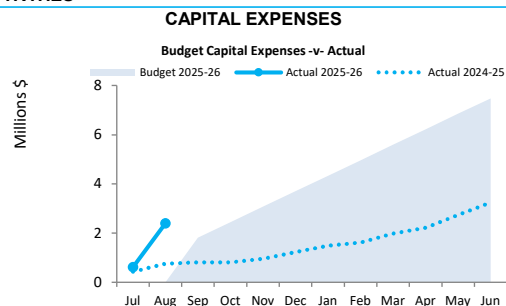
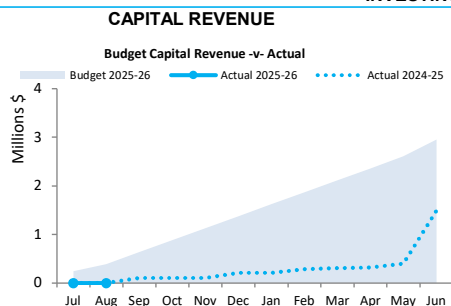
SHIRE OF LEONORA
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 AUGUST 2025

2 KEY INFORMATION - GRAPHICAL

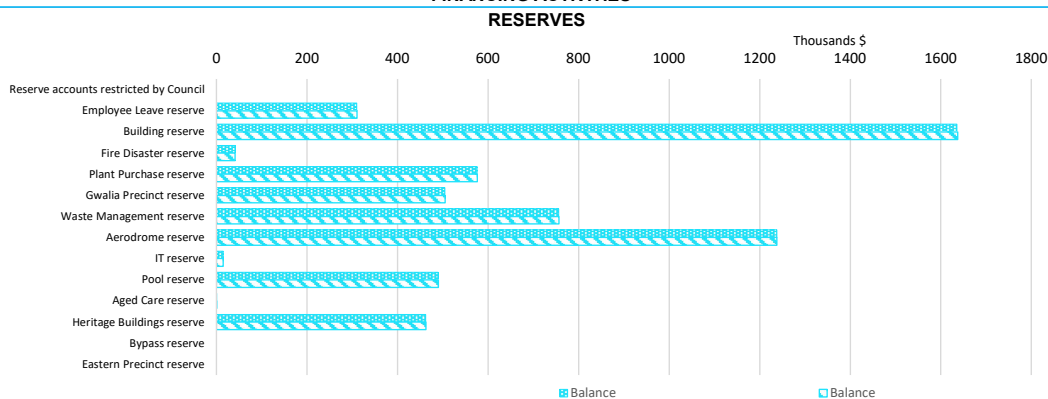
OPERATING ACTIVITIES



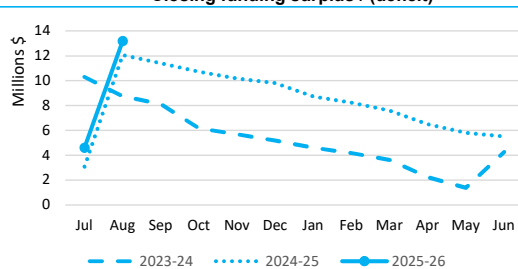
INVESTING ACTIVITIES



FINANCING ACTIVITIES



Closing funding surplus / (deficit)



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

Please refer to the compilation report

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SHIRE OF LEONORA
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 AUGUST 2025

3 CASH AND FINANCIAL ASSETS AT AMORTISED COST

Description	Classification	Unrestricted	Reserve Accounts	Total	Institution	Interest Rate	Maturity Date
		\$	\$				
Municipal account	Cash and cash equivalents	4,493,975	0	4,493,975	NAB	Variable	NA
Trust account	Cash and cash equivalents	10	0	10	NAB	NA	NA
Petty cash floats	Cash and cash equivalents	1,521	0	1,521	Cash on hand	NA	NA
Reserve account	Cash and cash equivalents	0	6,032,973	6,032,973	NAB	Variable	NA
Total		4,495,506	6,032,973	10,528,479			
Comprising							
Cash and cash equivalents		4,495,506	6,032,973	10,528,479			
		4,495,506	6,032,973	10,528,479			

KEY INFORMATION

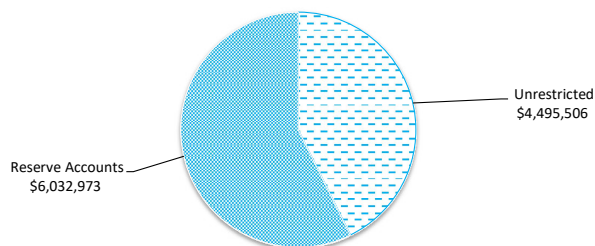
Cash and cash equivalents include cash on hand, cash at bank, deposits available on demand with banks and other short term highly liquid investments with original maturities of three months or less that are readily convertible to known amounts of cash and which are subject to an insignificant risk of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

Bank overdrafts are reported as short term borrowings in current liabilities in the statement of net current assets.

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

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

Financial assets at amortised cost held with registered financial institutions are listed in this note other financial assets at amortised cost are provided in Note 8 - Other assets.



SHIRE OF LEONORA
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 AUGUST 2025

4 RESERVE ACCOUNTS

Reserve account name	Budget				Actual			
	Opening	Transfers	Transfers	Closing	Opening	Transfers	Transfers	Closing
	Balance	In (+)	Out (-)	Balance	Balance	In (+)	Out (-)	Balance
	\$	\$	\$	\$	\$	\$	\$	\$
Reserve accounts restricted by Council								
Employee Leave reserve	309,818	4,112	0	313,930	309,819	333	0	310,152
Building reserve	1,635,736	21,709	0	1,657,445	1,635,725	1,757	0	1,637,482
Fire Disaster reserve	41,241	547	0	41,788	41,241	44	0	41,285
Plant Purchase reserve	575,745	7,641	0	583,386	575,745	618	0	576,363
Gwalia Precinct reserve	504,805	6,700	0	511,505	504,804	542	0	505,346
Waste Management reserve	755,752	10,030	0	765,782	755,752	812	0	756,564
Aerodrome reserve	1,237,895	2,319,090	0	3,556,985	1,237,895	0	0	1,237,895
IT reserve	15,000	199	0	15,199	15,000	0	0	15,000
Pool reserve	489,482	6,496	0	495,978	489,482	526	0	490,008
Aged Care reserve	0	0	0	0	11	0	0	11
Heritage Buildings reserve	462,370	6,136	0	468,506	462,370	497	0	462,867
Bypass reserve	0	2,300,000	0	2,300,000	0	0	0	0
Eastern Precinct reserve	0	1,000,000	0	1,000,000	0	0	0	0
	6,027,844	5,682,660	0	11,710,504	6,027,844	5,129	0	6,032,973

Please refer to the compilation report

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SHIRE OF LEONORA
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 AUGUST 2025

INVESTING ACTIVITIES

5 CAPITAL ACQUISITIONS

Capital acquisitions	Amended		YTD Actual	YTD Variance
	Budget	YTD Budget		
	\$	\$	\$	\$
Land	18,000	0	0	0
Buildings	1,155,695	0	91,981	91,981
Plant & Equipment	1,335,353	0	66,581	66,581
Acquisition of property, plant and equipment	2,509,048	0	158,562	158,562
Infrastructure Roads	1,777,231	0	1,621,990	1,621,990
Infrastructure Other	3,195,233	0	620,713	620,713
Acquisition of infrastructure	4,972,464	0	2,242,703	2,242,703
Total capital acquisitions	7,481,512	0	2,401,265	2,401,265
Capital Acquisitions Funded By:				
Capital grants and contributions	2,340,737	0	0	0
Other (disposals & C/Fwd)	614,000	0	0	0
Reserve accounts				
Employee Leave reserve	(402,441)	0	0	0
Building reserve	(314,511)	0	0	0
Fire Disaster reserve	(28,456)	0	0	0
Plant Purchase reserve	(3,721)	0	0	0
Gwalia Precinct reserve	(19,935)	0	0	0
Waste Management reserve	(46,772)	0	0	0
Contribution - operations	5,342,611	0	2,401,265	2,401,265
Capital funding total	7,481,512	0	2,401,265	2,401,265

KEY INFORMATION

Initial recognition

An item of property, plant and equipment or infrastructure that qualifies for recognition as an asset is measured at its cost.

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

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

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

Individual assets that are land, buildings and infrastructure acquired between scheduled revaluation dates of the asset or in accordance with the Shire's revaluation policy, are recognised at cost and disclosed as being at reportable value.

Measurement after recognition

Plant and equipment including furniture and equipment and right-of-use assets (other than vested improvements) are measured using the cost model as required under *Local Government (Financial Management) Regulation 17A(2)*. Assets held under the cost model are carried at cost less accumulated depreciation and any impairment losses being their reportable value.

Reportable Value

In accordance with *Local Government (Financial Management) Regulation 17A(2)*, the carrying amount of non-financial assets that are land and buildings classified as property, plant and equipment, investment properties, infrastructure or vested improvements that the local government controls.

Reportable value is for the purpose of *Local Government (Financial Management) Regulation 17A(4)* is the fair value of the asset at its last valuation date minus (to the extent applicable) the accumulated depreciation and any accumulated impairment losses in respect of the non-financial asset subsequent to its last valuation date.

Please refer to the compilation report

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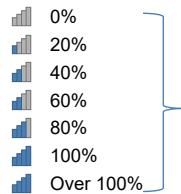
SHIRE OF LEONORA
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 AUGUST 2025

INVESTING ACTIVITIES

5 CAPITAL ACQUISITIONS (CONTINUED) - DETAILED

Capital expenditure total

Level of completion indicators



Percentage Year to Date Actual to Annual Budget expenditure where the expenditure over budget highlighted in red.

			Amended		Variance	
Account Description			Budget	YTD Budget	YTD Actual	(Under)/Over
			\$	\$	\$	\$
	Land	84 Tower Street	18,000	0	0	0
	Buildings	Accommodation Units	450,000	0	0	0
	Buildings	Ageing in Place Final	161,195	0	0	0
	Buildings	Childcare Centre Toilets	80,000	0	6,962	(6,962)
	Buildings	CRC Privacy Cubicals	30,000	0	16,183	(16,183)
	Buildings	Gwalia Trail	46,530	0	0	0
	Buildings	Leonora Safe House	39,431	0	68,836	(68,836)
	Buildings	Masonic Lodge Refurbishment	40,000	0	0	0
	Buildings	Rec Centre Lockers	25,000	0	0	0
	Buildings	Rec Centre Painting	100,000	0	0	0
	Buildings	Youth Centre Building Refurbishment	38,539	0	0	0
	Buildings	26 Queen Vic Driveway/Carport/Gutters	100,000	0	0	0
	Buildings	40A Hoover Kitchen & Bathroom	22,500	0	0	0
	Buildings	40B Hoover Kitchen & Bathroom	22,500	0	0	0
	Plant & Equipment	Admin Vehicle	50,000	0	0	0
	Plant & Equipment	Building Maintenance Truck	70,000	0	66,581	(66,581)
	Plant & Equipment	Cleaner Van	50,000	0	0	0
	Plant & Equipment	Doctor's Vehicle	50,000	0	0	0
	Plant & Equipment	Mini Excavator	280,000	0	0	0
	Plant & Equipment	POS & Booking System	50,000	0	0	0
	Plant & Equipment	Ride-on Mower	30,000	0	0	0
	Plant & Equipment	Rubbish Truck	250,000	0	0	0
	Plant & Equipment	Shire-wide Phone System	50,000	0	0	0
	Plant & Equipment	Singlecab Ute Museum	50,000	0	0	0
	Plant & Equipment	Street Sweeper	275,000	0	0	0
	Plant & Equipment	Watercart & Trailer	120,000	0	0	0
	Plant & Equipment	Youth Centre Refurbishment (Equipment)	10,353	0	0	0
	Infrastructure Roads	Bypass Road	200,000	0	11,040	(11,040)
	Infrastructure Roads	R2R 2025/2026	645,744	0	762,766	(762,766)
	Infrastructure Roads	Street Reseal Program (R2R)	931,487	0	848,184	(848,184)
	Infrastructure Other	26 Queen Vic Retaining Wall	55,000	0	0	0
	Infrastructure Other	40A Hoover Fence & Gate	13,000	0	0	0
	Infrastructure Other	40B Hoover Fence & Gate	13,000	0	0	0
	Infrastructure Other	Airport Upgrade	500,000	0	0	0
	Infrastructure Other	CCTV Security System Upgrade	135,000	0	144,800	(144,800)
	Infrastructure Other	CCTV Towers	260,000	0	0	0
	Infrastructure Other	Emergency Washdown WWTP	25,000	0	0	0
	Infrastructure Other	EV Fast Chargers	156,000	0	0	0
	Infrastructure Other	Gwalia Dump Point	40,000	0	44,948	(44,948)
	Infrastructure Other	Hoover House Fence	110,000	0	0	0
	Infrastructure Other	LELC Playground	45,000	0	24,235	(24,235)
	Infrastructure Other	Pool Heating	270,000	0	0	0
	Infrastructure Other	Security Gate - Depot	100,000	0	91,400	(91,400)
	Infrastructure Other	Security Gate - Museum	25,000	0	0	0
	Infrastructure Other	Security Gate - Office	25,000	0	0	0
	Infrastructure Other	Standpipe Payment System	50,000	0	0	0
	Infrastructure Other	Swimming Pool Retiling	193,233	0	0	0
	Infrastructure Other	Oval Resurface & Retic	80,000	0	0	0
	Infrastructure Other	Transformer (Rec Centre)	350,000	0	315,330	(315,330)
	Infrastructure Other	Infrastructure upgrades	750,000	0	0	0
			7,481,512	0	2,401,265	(2,401,265)

Please refer to the compilation report

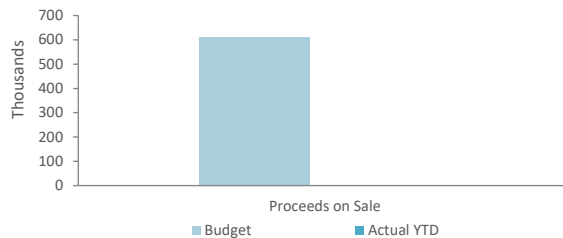
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SHIRE OF LEONORA
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 AUGUST 2025

OPERATING ACTIVITIES

6 DISPOSAL OF ASSETS

Asset Ref.	Asset description	Budget				YTD Actual			
		Net Book Value	Proceeds	Profit	(Loss)	Net Book Value	Proceeds	Profit	(Loss)
		\$	\$	\$	\$	\$	\$	\$	\$
Plant and equipment									
PE00001	Admin Vehicle	18,450	15,000	0	(3,450)	0	0	0	0
PE00004	Doctor's Vehicle	17,686	15,000	0	(2,686)	0	0	0	0
PE00007	Ride-on Mower	6,819	14,000	7,181	0	0	0	0	0
PE00008	Rubbish Truck	22,490	80,000	57,510	0	0	0	0	0
PE00014	Grader Sale 1	225,690	180,000	0	(45,690)	0	0	0	0
PE00015	Grader Sale 2	205,000	180,000	0	(25,000)	0	0	0	0
PE00016	Old CEO Vehicle Sale	87,275	70,000	0	(17,275)	0	0	0	0
PE00017	Grader Camp Sale	22,730	40,000	17,270	0	0	0	0	0
PE00018	Grader Caravan Sale	0	20,000	20,000	0	0	0	0	0
		606,140	614,000	101,961	(94,101)	0	0	0	0



Please refer to the compilation report

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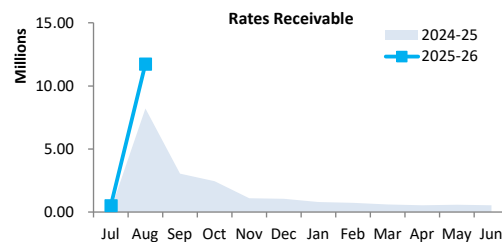
SHIRE OF LEONORA
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 AUGUST 2025

OPERATING ACTIVITIES

7 RECEIVABLES

Rates receivable

	30 Jun 2025	31 Aug 2025
	\$	\$
Opening arrears previous year	1,309,642	550,963
Levied this year	9,516,217	10,875,116
Less - collections to date	(10,274,896)	311,552
Net rates collectable	550,963	11,737,631
% Collected	94.9%	(2.7%)



Receivables - general

	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Receivables - general	0	87,689	212,634	463	120,036	420,822
Percentage	0.0%	20.8%	50.5%	0.1%	28.5%	
Balance per trial balance						
Trade receivables						420,822
GST receivable						346,186
Total receivables general outstanding						767,008

Amounts shown above include GST (where applicable)

KEY INFORMATION

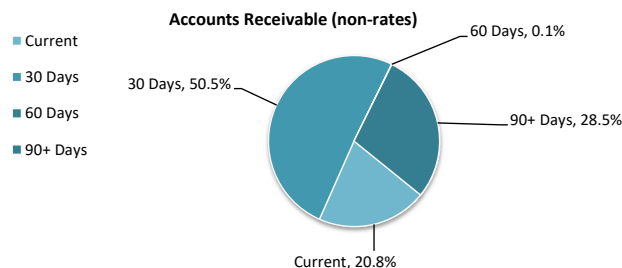
Trade and other receivables include amounts due from ratepayers for unpaid rates and service charges and other amounts due from third parties for goods sold and services performed in the ordinary course of business.

Trade receivables are recognised at original invoice amount less any allowances for uncollectable amounts (i.e. impairment). The carrying amount of net trade receivables is equivalent to fair value as it is due for settlement within 30 days.

Classification and subsequent measurement

Receivables which are generally due for settlement within 30 days except rates receivables which are expected to be collected within 12 months are classified as current assets. All other receivables such as, deferred pensioner rates receivable after the end of the reporting period are classified as non-current assets.

Trade and other receivables are held with the objective to collect the contractual cashflows and therefore the Shire measures them subsequently at amortised cost using the effective interest rate method.



Please refer to the compilation report

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**SHIRE OF LEONORA
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 AUGUST 2025**

OPERATING ACTIVITIES

8 OTHER CURRENT ASSETS

	Opening Balance 1 July 2025	Asset Increase	Asset Reduction	Closing Balance 31 August 2025
	\$	\$	\$	\$
Other current assets				
Inventory				
Fuel	173,216	0	(13,282)	159,934
Total other current assets	173,216	0	(13,282)	159,934
Amounts shown above include GST (where applicable)				

KEY INFORMATION

Inventory

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

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

**SHIRE OF LEONORA
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 AUGUST 2025**

OPERATING ACTIVITIES

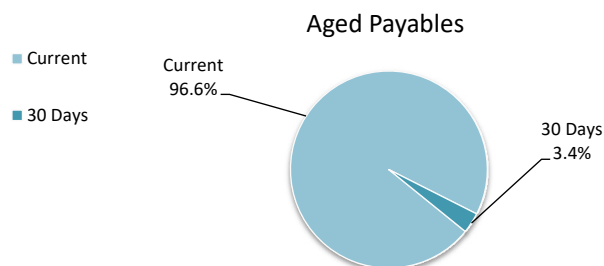
9 PAYABLES

Payables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Payables - general	(1,355)	1,103,335	38,563	0	0	1,140,543
Percentage	(0.1%)	96.7%	3.4%	0.0%	0.0%	
Balance per trial balance						
Sundry creditors						1,140,543
Accrued salaries and wages						935
ATO liabilities						100,223
Other payables						181,075
Prepaid rates						148,699
Total payables general outstanding						1,571,475

Amounts shown above include GST (where applicable)

KEY INFORMATION

Trade and other payables represent liabilities for goods and services provided to the Shire prior to the end of the period that are unpaid and arise when the Shire becomes obliged to make future payments in respect of the purchase of these goods and services. The amounts are unsecured, are recognised as a current liability and are normally paid within 30 days of recognition. The carrying amounts of trade and other payables are considered to be the same as their fair values, due to their short-term nature.



Please refer to the compilation report

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SHIRE OF LEONORA
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 AUGUST 2025

OPERATING ACTIVITIES

10 OTHER CURRENT LIABILITIES

	Note	Opening Balance 1 July 2025	Liability transferred from/(to) non current	Liability Increase	Liability Reduction	Closing Balance 31 August 2025
		\$	\$	\$	\$	\$
Other current liabilities						
Other liabilities						
Contract liabilities		1,061,388	0	399,058	0	1,460,446
Capital grant/contributions liabilities		943,651	0	0	0	943,651
Total other liabilities		2,005,039	0	399,058	0	2,404,097
Employee Related Provisions						
Provision for annual leave		145,602	0	0	(28,612)	116,990
Provision for long service leave		78,359	0	0	0	78,359
Total Provisions		223,961	0	0	(28,612)	195,349
Total other current liabilities		2,229,000	0	399,058	(28,612)	2,599,446
Amounts shown above include GST (where applicable)						

A breakdown of contract liabilities and associated movements is provided on the following pages at Note 11 and 12

KEY INFORMATION

Provisions

Provisions are recognised when the Shire has a present legal or constructive obligation, as a result of past events, for which it is probable that an outflow of economic benefits will result and that outflow can be reliably measured. Provisions are measured using the best estimate of the amounts required to settle the obligation at the end of the reporting period.

Employee Related Provisions

Short-term employee benefits

Provision is made for the Shire's obligations for short-term employee benefits. Short-term employee benefits are benefits (other than termination benefits) that are expected to be settled wholly before 12 months after the end of the annual reporting period in which the employees render the related service, including wages, salaries and sick leave. Short-term employee benefits are measured at the (undiscounted) amounts expected to be paid when the obligation is settled.

The Shire's obligations for short-term employee benefits such as wages, salaries and sick leave are recognised as a part of current trade and other payables in the calculation of net current assets.

Other long-term employee benefits

The Shire's obligations for employees' annual leave and long service leave entitlements are recognised as employee related provisions in the statement of financial position.

Long-term employee benefits are measured at the present value of the expected future payments to be made to employees. Expected future payments incorporate anticipated future wage and salary levels, durations of service and employee departures and are discounted at rates determined by reference to market yields at the end of the reporting period on government bonds that have maturity dates that approximate the terms of the obligations. Any remeasurements for changes in assumptions of obligations for other long-term employee benefits are recognised in profit or loss in the periods in which the changes occur. The Shire's obligations for long-term employee benefits are presented as non-current provisions in its statement of financial position, except where the Shire does not have an unconditional right to defer settlement for at least 12 months after the end of the reporting period, in which case the obligations are presented as current provisions.

Contract liabilities

An entity's obligation to transfer goods or services to a customer for which the entity has received consideration (or the amount is due) from the customer.

Capital grant/contribution liabilities

Grants to acquire or construct recognisable non-financial assets to identified specifications be constructed to be controlled by the Shire are recognised as a liability until such time as the Shire satisfies its obligations under the agreement.

SHIRE OF LEONORA
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 AUGUST 2025

OPERATING ACTIVITIES

11 GRANTS, SUBSIDIES AND CONTRIBUTIONS

Provider	Unspent grant, subsidies and contributions liability					Grants, subsidies and contributions revenue		
	Liability 1 July 2025	Increase in Liability	Decrease in Liability (As revenue)	Liability 31 Aug 2025	Current Liability 31 Aug 2025	Amended Budget Revenue	YTD Budget	YTD Revenue Actual
	\$	\$	\$	\$	\$	\$	\$	\$
Grants and subsidies								
Financial Assistance Grant - Roads	0	0	0	0	0	85,430	14,238	123,932
National Road Safety Grant	0	0	0	0	0	5,000	833	0
Operational Grant - Bush Fire	0	0	0	0	0	1,200	200	0
ESL Admin Fee	0	0	0	0	0	4,400	733	0
Grant- Sustainability Child Care	0	0	0	0	0	68,110	11,352	0
Childcare Grants (Misc)	0	0	0	0	0	20,000	3,333	0
Youth Support DCP Grant	0	14,003	0	14,003	14,003	76,141	12,690	7,002
Driver Access & Equity Grant	110,474	0	(82)	110,392	110,392	112,913	18,819	82
Women's Wellbeing Hub	200,000	0	0	200,000	200,000	0	0	1,114
Other Grants Various	0	0	0	0	0	10,000	1,667	0
National Australia Day Grant	0	0	0	0	0	10,000	1,667	0
Community-led Job Support Hub	152,987	294,667	0	447,654	447,654	837,520	139,587	14,515
Local Partners 2021-9085 CRC	152,824	68,119	0	220,943	220,943	360,834	60,139	0
Grant CRC Services	0	22,352	0	22,352	22,352	118,362	19,727	11,176
Contrib. - Street Lights	0	0	0	0	0	10,000	1,667	0
Grants - MRWA Direct	0	0	0	0	0	257,750	42,958	263,441
Youth program	0	0	0	0	0	50,000	8,333	0
Cashless Debit Card Services	445,103	0	0	445,103	445,103	0	0	0
Contribution - Genesis Community Development Fund	0	0	0	0	0	1,000,000	166,667	0
	1,061,388	399,141	(82)	1,460,447	1,460,447	3,027,660	504,610	421,262
Contributions								
Traineeship Course Incentive	0	0	0	0	0	2,500	417	0
CRC Other	0	0	0	0	0	11,000	1,833	0
Other Grant Funding	0	0	0	0	0	50,000	8,333	0
Gwalia Precinct Donations	0	0	0	0	0	22,000	3,667	6,780
Raffle Proceeds	0	0	0	0	0	15,000	2,500	14,885
Sponsorship	0	0	0	0	0	150,000	25,000	0
NAIDOC Week	0	0	0	0	0	10,000	1,667	12,727
Tourism Publication	0	0	0	0	0	5,000	833	0
CRC Services Other	0	0	0	0	0	10,000	1,667	0
Contribution Xmas Festival	0	0	0	0	0	5,000	833	0
	0	0	0	0	0	280,500	46,750	34,392
TOTALS	1,061,388	399,141	(82)	1,460,447	1,460,447	3,308,160	551,360	455,654

Please refer to the compilation report

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SHIRE OF LEONORA
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 AUGUST 2025

INVESTING ACTIVITIES

12 CAPITAL GRANTS, SUBSIDIES AND CONTRIBUTIONS

Provider	Capital grant/contribution liabilities					Capital grants, subsidies and contributions revenue		
	Liability	Increase in Liability	Decrease in Liability	Liability	Current Liability	Amended Budget	YTD	YTD Revenue
	1 July 2025		(As revenue)	31 Aug 2025	31 Aug 2025	Revenue	Budget	Actual
	\$	\$	\$	\$	\$	\$	\$	\$
Capital grants and subsidies								
Grant - LRCI Phase 4A	52,168	0	0	52,168	52,168	0	0	0
Safe House	0	0	0	0	0	100,000	16,666	0
Grant - Roads to Recovery	891,483	0	0	891,483	891,483	1,577,230	262,872	0
RRG Funding	0	0	0	0	0	438,507	73,085	0
EV Fast Charges	0	0	0	0	0	225,000	37,500	0
	943,651	0	0	943,651	943,651	2,340,737	390,123	0

Please refer to the compilation report

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SHIRE OF LEONORA
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 AUGUST 2025

13 BUDGET AMENDMENTS

Amendments to original budget since budget adoption. Surplus/(Deficit)

Description	Council Resolution	Classification	Non Cash Adjustment \$	Increase in Available Cash \$	Decrease in Available Cash \$	Amended Budget Running Balance \$
Budget adoption						0
Community development fund - grants	10.2 (a)	Operating revenue		1,000,000	0	1,000,000
Infrastructure upgrades	10.2 (a)	Capital expenses		0	(750,000)	250,000
Community development incentives	10.2 (a)	Operating expenses		0	(250,000)	0
				1,000,000	(1,000,000)	0

Please refer to the compilation report

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10.0 REPORTS**10.3 MANAGER OF BUSINESS SERVICES****10.3.(C) ACCOUNTS FOR PAYMENT – AUGUST TO OCTOBER 2025**

SUBMISSION TO:	Ordinary Council Meeting Meeting Date: 21st October 2025
AGENDA REFERENCE:	10.3.(C) OCT 25
SUBJECT:	Accounts for Payment – August to October 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 October 2025
SUPPORTING DOCUMENTS:	1. October Accounts for Payment ↓ 2. Credit Cards September 2025 ↓

BACKGROUND

Attached statements consist of accounts paid by Delegated Authority totalling **\$2,064,907.81** since the previous council meeting consisting of:

- (1) Credit Card Transactions September 2025 totalling **\$18,573.16**
- (2) Direct Bank Transactions totalling **\$73,118.69**;
- (3) Batch Payments totalling **\$1,461,214.39**; and
- (4) Payroll Payments from **Pay Periods Ending 15/09/2025, 29/09/2025, 13/10/2025 and Special Pay 30/9/2025** totalling **\$512,001.57**

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 September 2025 totalling **\$18,573.16**
- (2) Direct Bank Transactions totalling **\$73,118.69**;
- (3) Batch Payments totalling **\$1,461,214.39**; and
- (4) Payroll Payments from **Pay Periods Ending 15/09/2025, 29/09/2025, 13/10/2025 and Special Pay 30/9/2025** totalling **\$512,001.57**

VOTING REQUIREMENT

Simple Majority

Manager of Business Services



**Accounts for Payment
Presented to Council
21st October 2025**

Accounts for Payment - October 2025

Shire of Leonora					
Monthly Report – List of Direct Bank Transactions Paid by Delegated Authority					
Submitted to Council on the 21st October 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 dated from 15th August, 2025 to 4th September, 2025 and total \$73,118.69					
CHIEF EXECUTIVE OFFICER					
Transaction	Date	Name	Item	Payment by Delegated Authority	Balance
15/08/2025	BR00059	3E Advantage	Monthly Photocopier Fees - August 2025	4,407.94	4,407.94
19/08/2025	DD7	ClickSuper	ClickSuper (Clearing House)	22,893.53	27,301.47
21/08/2025	BR00065	National Australia Bank	NAB Connect access fee - August 2025	37.74	27,339.21
25/08/2025	BR00067	National Australia Bank	Monthly ClickSuper merchant fee - August 2025	38.83	27,378.04
29/08/2025	BR00071	National Australia Bank	Account Fees - August 2025	22.00	27,400.04
29/08/2025	BR00072	National Australia Bank	7379314 - EFTPOS Merchant Fee - August 2025 - Depot/E	25.00	27,425.04
29/08/2025	BR00073	National Australia Bank	7374513 - EFTPOS Merchant Fee - August 2025 - Rec Cen	25.00	27,450.04
29/08/2025	BR00074	National Australia Bank	7380395 - EFTPOS Merchant Fee - August 2025 - Airport	25.59	27,475.63
29/08/2025	BR00075	National Australia Bank	7374471 - EFTPOS Merchant Fee - August 2025 - CRC	27.85	27,503.48
29/08/2025	BR00076	National Australia Bank	7374463 - EFTPOS Merchant Fee - August 2025 - Info Cen	35.11	27,538.59
29/08/2025	BR00077	National Australia Bank	7381393 - EFTPOS Merchant Fee - August 2025 - Admin	784.08	28,322.67
1/09/2025	BR00086	Avdam	FDMSA - Avgas merchant fees - September 2025	16.50	28,339.17
1/09/2025	BR00087	Alex Taylor	Rent for 23 Queen Victoria St	2,166.67	30,505.84
2/09/2025	DD8	ClickSuper	ClickSuper (Clearing House)	24,578.68	55,084.52
2/09/2025	DD9	National Australia Bank	Credit Card Payments August 2025	18,023.17	73,107.69

Accounts for Payment - October 2025

Shire of Leonora						
Monthly Report – List of Accounts Paid by Delegated Authority						
Submitted to Council on the 21st October 2025						
Batch Payments totalling \$1,461,214.39 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.						
CHIEF EXECUTIVE OFFICER						
Batch Ref	ID	Date	Name	Item	Payment by delegated Authority	Balance
EFT00017	1	22/09/2025	Seven Network Operations Ltd	Advertising on channel 7 network	1,131.90	1,131.90
EFT00017	2	22/09/2025	Australian Business Pages Directory_	Advertising on National directory website	324.50	1,456.40
EFT00017	3	22/09/2025	Makers Tribe Studio	Art classes September	3,200.00	4,656.40
EFT00017	4	22/09/2025	Win - Nine Life Channel	Advertising on channel 9 network	183.70	4,840.10
EFT00017	5	22/09/2025	KB Security Group	Installation of CCTV at Rec Centre	4,180.00	9,020.10
EFT00017	6	22/09/2025	Corsign WA Pty Ltd	Shire boundary and townsites signs	16,565.45	25,585.55
EFT00017	7	22/09/2025	St John Ambulance Western Australia Ltd	First Aid training hosted by JSH	4,180.00	29,765.55
EFT00017	8	22/09/2025	Horizon Power	Power and supply charges	1,244.94	31,010.49
EFT00017	9	22/09/2025	Chefmaster Australia	Garden waste bags for depot	1,051.65	32,062.14
EFT00017	10	22/09/2025	Motor Pass	Motorpass card transactions August 2025	2,195.24	34,257.38
EFT00017	11	22/09/2025	Team Global Express Pty Ltd	Freight for depot and admin	195.18	34,452.56
EFT00017	12	22/09/2025	Metoll Kalgoorlie	Building supplies for building maintenance at airport	768.43	35,220.99
EFT00017	13	22/09/2025	Puzzle Consulting	Eastern Precinct consulting	18,700.00	53,920.99
EFT00017	14	22/09/2025	Transcend Initiatives Pty Ltd	Donations and sponsorships for Blazer Basketball	6,300.00	60,220.99
EFT00017	15	22/09/2025	Peter Craig	Reimbursement for ID checks	30.80	60,251.79
EFT00017	16	22/09/2025	Calvin Ashwin	NAIDOC Week assistance	800.00	61,051.79
EFT00017	17	22/09/2025	Northern Goldfields Electrical Pty Ltd	Electrical work for various Shire buildings	3,082.20	64,133.99
EFT00017	18	22/09/2025	Nailery Australia	Course supplies for JSH	2,500.00	66,633.99
EFT00017	19	22/09/2025	Regional Airport Management Services Pty	Consulting and support for airport	29,627.40	96,261.39
EFT00017	20	22/09/2025	PFD Food Services Pty Ltd	Catering and consumables for Hoover House	95.55	96,356.94
EFT00017	21	22/09/2025	WA Sprayseal Pty Ltd	Leonora Street Sealing - RFT06.25	913,256.85	1,009,613.79
EFT00017	22	22/09/2025	Abby Layh	NAIDOC Week assistance	250.00	1,009,863.79
EFT00017	23	22/09/2025	Fitz Gerald Strategies	HR & IR Services 2025/26	5,300.00	1,015,163.79
EFT00017	24	22/09/2025	Canine Control	Ranger services	4,670.20	1,019,833.99
EFT00017	25	22/09/2025	Shauna Tullock	NAIDOC Week assistance	250.00	1,020,083.99
EFT00017	26	22/09/2025	Helen Smith	Additional ranger services for Leinster wild dog issue	5,335.00	1,025,418.99
EFT00017	27	22/09/2025	All Workwear	Staff uniforms CRC and admin	716.10	1,026,135.09
EFT00017	28	22/09/2025	Hames Sharley	Eastern Precinct support	2,387.00	1,028,522.09
EFT00018	29	3/10/2025	Northern Goldfields Earthmoving Pty Ltd	RFT03.25 Works	55,440.14	1,083,962.23
EFT00018	30	3/10/2025	Rangeland Services Pty Ltd	Gates for Refuse site, 13 Fitzgrald and 40A Hoover	40,865.00	1,124,827.23
EFT00018	31	3/10/2025	Landgate	Copy of GRV Roll	32.60	1,124,859.83
EFT00018	32	3/10/2025	Water Corporation	Water Usage - September 2025	33,150.67	1,158,010.50
EFT00018	33	3/10/2025	Horizon Power	Power Usage - Streetlights & Admin Office	7,353.27	1,165,363.77
EFT00018	34	3/10/2025	Pier Street Medical	Quarterly Support Payment	84,532.93	1,249,896.70

Accounts for Payment - October 2025

Batch Ref	ID	Date	Name	Item	Payment by delegated Authority	Balance
EFT00018	35	3/10/2025	BOC Limited	Monthly Container Charge	283.63	1,250,180.33
EFT00018	36	3/10/2025	Telstra	Admin Phones August - September, 2025	346.90	1,250,527.23
EFT00018	37	3/10/2025	Nomad Pumping	Hot Water Unit at Admin Office, Sink repairs at Rec Centre and emergency plumbing works at Youth Centre	5,229.91	1,255,757.14
EFT00018	38	3/10/2025	Terry Sargent	EHO Consulting Services	20,218.00	1,275,975.14
EFT00018	39	3/10/2025	GTN Services	Service for P6	425.04	1,276,400.18
EFT00018	40	3/10/2025	Alex Baxter	MCS Recreation Allowance	5,000.00	1,281,400.18
EFT00018	41	3/10/2025	Elite Pool Covers Holdings Pty Ltd	Final Payment - Pool Cover	32,851.50	1,314,251.68
EFT00018	42	3/10/2025	Poseidon Poles & Flag	Flagpole weights	491.00	1,314,742.68
EFT00018	43	3/10/2025	Bunnings Building Supplies Pty Ltd	Supplies as required for building works	3,021.11	1,317,763.79
EFT00018	44	3/10/2025	Metroll Kalgoorlie	Roof Sheeting - Youth Centre	204.45	1,317,968.24
EFT00018	45	3/10/2025	Addlife Health	Workers comp health followups	353.95	1,318,322.19
EFT00018	46	3/10/2025	Australia's Golden Outback	Brochures	350.00	1,318,672.19
EFT00018	47	3/10/2025	Council First Pty Ltd	Single Touch Payroll and Subscription payments	29,263.85	1,347,936.04
EFT00018	48	3/10/2025	Nick Gahan	Fuel reimbursement	200.16	1,348,136.20
EFT00018	49	3/10/2025	Central Hotel	NAIDOC Catering and staff refreshments	5,114.00	1,353,250.20
EFT00018	50	3/10/2025	Chefmaster Australia	Facemasks	269.28	1,353,519.48
EFT00018	51	3/10/2025	Hersey's Safety Pty Ltd	Staff Uniforms	10,033.10	1,363,552.58
EFT00018	52	3/10/2025	KleenWest	Cleaning Chemicals	1,168.70	1,364,721.28
EFT00018	53	3/10/2025	MetroCount	Vehicle counter & classifier	35,560.80	1,400,282.08
EFT00018	54	3/10/2025	Marketforce	Public Notice advertising	235.17	1,400,517.25
EFT00018	55	3/10/2025	T J Depiazzi & Sons	Wood Chips for Depot	16,193.10	1,416,710.35
EFT00018	56	3/10/2025	Office National Kalgoorlie	Shire Stationery	486.59	1,417,196.94
EFT00018	57	3/10/2025	Western Australian Local Government Ass.	Annual General Meeting Attendance	4,843.00	1,422,039.94
EFT00018	58	3/10/2025	Caterlink	Freezer and sandwich press for Hoover House	7,741.80	1,429,781.74
EFT00018	59	3/10/2025	Goldfields Controlled Waste.	Skip bin delivery and collection	1,111.00	1,430,892.74
EFT00018	60	3/10/2025	Goldfields Locksmiths	Locks for JG Epis Centre	1,133.82	1,432,026.56
EFT00018	61	3/10/2025	Hames Sharley	Town Planning Scheme work	3,850.00	1,435,876.56
EFT00018	62	3/10/2025	Leonora Village.	Accommodation - Ranger	700.00	1,436,576.56
EFT00018	63	3/10/2025	Regional Airport Management Services Pty	Assistance with compliance	3,300.00	1,439,876.56
EFT00018	64	3/10/2025	Luck Thai Cleaning	Cleanings contracted	9,784.78	1,449,661.34
EFT00018	65	3/10/2025	Teletrac Navman	Monthly vehicle tracking	2,225.30	1,451,886.64
EFT00018	66	3/10/2025	Bidfood Kalgoorlie	Catering and Consumables	2,219.72	1,454,106.36
EFT00018	67	3/10/2025	Seven Network Operations Ltd	Advertising Gwalia	2,041.60	1,456,147.96
EFT00018	68	3/10/2025	PFD Food Services Pty Ltd	Catering supplies Hoover House	1,309.10	1,457,457.06
EFT00018	69	3/10/2025	Elite Gym Hire	Monthly Gym Equipment Hire	2,302.51	1,459,759.57
EFT00018	70	3/10/2025	Vanguard Print	Freight and handling of brochures	393.32	1,460,152.89
EFT00018	71	3/10/2025	Market Creations	Printed copies of annual report.	1,061.50	1,461,214.39
GRAND TOTAL					1,461,214.39	

Accounts for Payment - October 2025

Shire of Leonora					
Monthly Report – List of Accounts Paid by Delegated Authority					
Submitted to Council on the 21st October 2025					
The following list of accounts has been paid under delegation by the Chief Executive Officer, since the previous list of accounts. Transactions contain Wages & Payroll Liability payments since the previous list of accounts paid by Delegated Authority totalling \$512,001.57					
CHIEF EXECUTIVE OFFICER					
Cheque	Date	Name	Item	Payment by Delegated Authority	<i>Balance</i>
PJ000016	16/09/2025	Shire of Leonora - Wages	Salaries & Wages PPE 15/09/25	115,275.58	115,275.58
PJ000017	23/09/2025	Shire of Leonora	Liabilities PPE 15/09/25	43,131.02	158,406.60
PJ000018	30/09/2025	Shire of Leonora - Wages	Salaries & Wages PPE 29/09/25	119,101.69	277,508.29
PJ000019	30/09/2025	Shire of Leonora - Wages	Salaries & Wages PPE 15/09/25 (Backpay)	2,627.00	280,135.29
PJ000020	8/10/2025	Shire of Leonora	Liabilities PPE 29/09/25	45,568.30	325,703.59
PJ000021	14/10/2025	Shire of Leonora - Wages	Salaries & Wages PPE 13/10/2025	133,679.68	459,383.27
PJ000022	15/10/2025	Shire of Leonora	Liabilities PPE 13/10/2026	52,618.30	512,001.57
GRAND TOTAL				512,001.57	

17/10/2025 Credit Card Charges Card 5772 - 09 2025 - CEO

Date	Supplier	Description	Total	GST
1/09/2025	Department of Transport	Vehicle Registration - Bus	468.35	Yes
2/09/2025	AI Fireflies	Annual Subscription - AI Notetaking App	349.64	Yes
3/09/2025	Crown Towers Burswood	Accommodation - Outback Way P Craig (Deposit)	746.49	Yes
3/09/2025	Crown Towers Burswood	Accommodation - WALGA Week - A Taylor (Deposit)	1,220.88	Yes
11/09/2025	Documentry Services	Property Fees - 84 Tower Street	30.80	Yes
11/09/2025	Uber	Travel - CDC Community Conference	33.58	Yes
11/09/2025	Crown Towers Burswood	Accommodation - CDC Community Conference	1,092.42	Yes
12/09/2025	Canva	Annual subscription	100.67	Yes
15/09/2025	Aurea Hotel	Bond refund - MWS Accommodation	-100.00	Yes
15/09/2025	Uber	Travel - CDC Community Conference	34.00	Yes
17/09/2025	Crown Towers Burswood	Accommodation - Outback Way P Craig	379.00	Yes
18/09/2025	Gunawardena	Meals - Outback Way	11.65	Yes
18/09/2025	Uber	Travel - Outback Way	28.56	Yes
18/09/2025	Qantas	Travel - Outback Way	35.00	Yes
18/09/2025	GM TaxiPay	Travel - Outback Way	50.09	Yes
18/09/2025	Starlink	Youth Centre Internet	139.00	Yes
19/09/2025	Uber	Travel - WALGA Week	27.11	Yes
19/09/2025	Uber	Travel - WALGA Week	38.59	Yes
24/09/2025	SFS PCEC	Parking - WALGA Week	36.00	Yes
24/09/2025	Uber	Travel - WALGA Week	36.07	Yes
24/09/2025	Live payments	Travel - WALGA Week	62.79	Yes
25/09/2025	Uber	Travel - WALGA Week	32.60	Yes
25/09/2025	Metro Bar and Bistro	Meals - WALGA Week	400.00	Yes
25/09/2025	Crown Towers Burswood	Accommodation - WALGA Week	469.00	Yes
26/09/2025	Uber	Travel - WALGA Week	26.89	Yes
26/09/2025	Bambamboo	Meals - WALGA Week	31.50	Yes
26/09/2025	Starlink	CEO internet	219.00	Yes
26/09/2025	Metro Bar and Bistro	Meals - WALGA Week	1,161.16	Yes

Dispute

✓

✓

✓

CEO Signature:

MBS Signature:

Employee Declaration

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

17/10/2025 Credit Card Charges Card 5772 - 09 2025 - CEO

29/09/2025	NAB	Card fee	9.00	Yes
29/09/2025	Australia Post Booragoon	Postage - 84 Tower Street Documentation	24.25	Yes
29/09/2025	Perth Convention Centre	Parking - Hames Sharley Meeting	26.25	Yes
29/09/2025	BCF Myaree	Cords for CEO Vehicle	107.96	Yes
			7,328.30	

18,573.16

Employee Declaration

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

CEO Signature: 

MBS Signature: 

17/10/2025 Credit Card Charges Card 5772 - 09 2025 - MCS

Date	Supplier	Description	Total	GST
29/08/2025	BCF Australia	Engel for Hoover House	1,799.00	
29/08/2025	BCF Australia	Engel cover	289.99	
2/09/2025	LIWA	1 year membership	154.69	
2/09/2025	Crown Towers	Accommodation A Baxter	1,588.56	
2/09/2025	Crown Towers	Parking and Meals	542.49	
8/09/2025	Eagle Menzies	Fuel P2	40.00	
8/09/2025	Booktopia	Book club books	282.49	
19/09/2025	Technogym	1 year stream license	2,524.50	
24/09/2025	Toursim WA	Visitor Centre conference	195.00	
25/09/2025	CBD College	First Aid - N Zangmo	115.00	
25/09/2025	Virgin Australia	Flight V Williams	642.29	
29/09/2025	Card Fee	Card Fee	9.00	No
			8,183.01	

Invoiced in previous month

Employee Declaration

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

CEO Signature: _____

MCS Signature: _____

17/10/2025 Credit Card Charges Card 5772 - 09 2025 - CRC

Date	Supplier	Description	Total	GST
29/09/2025	NAB	Card fee	9	No
			9.00	

Employee Declaration

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

CEO Signature: 

MCS Signature: 

17/10/2025 Credit Card Charges Card 5772 - 09 2025 - MBS

Date	Supplier	Description	Total	GST
1/09/2025	Live Payments	Taxi Charge MBS - Perth	58.38	Yes
2/09/2025	EasyPark	Parking MBS - Kalgoorlie	50.18	Yes
2/09/2025	Crown Towers	Accommodation - MBS - Perth (Leadership Program)	1,588.56	Yes
5/09/2025	Spotto	Taxi Charge MBS - Perth	38.64	Yes
8/09/2025	Crown Towers	Accommodation - MBS - Perth (Leadership Program)	143.13	Yes
10/09/2025	Virgin Australia	Flights CDC - Community Conference	197.00	Yes
19/09/2025	Harvey Norman Kalgoorlie	Cords for Shire Office	34.00	Yes
19/09/2025	Coles Kalgoorlie	Catering supplies - Gwalia Museum	87.20	Yes
22/09/2025	Everett Butchers Kalgoorlie	Catering supplies - Gwalia Museum	651.76	Yes
29/09/2025	Card Fee	Card Fee	9.00	No
29/09/2025	Starlink	Internet - Youth Centre	195.00	Yes
			3,052.85	

Employee Declaration

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

CEO Signature: _____

MBS Signature: _____

10.0 REPORTS**10.4 MANAGER OF COMMUNITY SERVICES****10.4.(A) RETURN OF COMMONWEALTH CONTRACT - SERVICE FUNDS**

SUBMISSION TO:	Ordinary Council Meeting Meeting Date: 21st October 2025
AGENDA REFERENCE:	10.4.(A) OCT 25
SUBJECT:	Return of Commonwealth Contract - Service Funds
LOCATION/ADDRESS:	Tower Street
NAME OF APPLICANT:	Shire of Leonora
FILE REFERENCE:	11.14
AUTHOR, DISCLOSURE OF ANY INTEREST AND DATE OF REPORT	
NAME:	Alex Baxter
OFFICER:	Manager Community Services
INTEREST DISCLOSURE:	Nil
DATE:	15th October 2025
SUPPORTING DOCUMENTS:	1. Underspend Proposal ↓ 2. DSS Invoice ↓

BACKGROUND

The Shire of Leonora received funding in August 2021 from the Commonwealth Government, Department of Social Services (DSS), under a Commonwealth contract to deliver services to former participants of the Cashless Debit Card (CDC) program.

As part of its standard auditing and financial compliance processes, the Shire identified in October 2024 that there had been an underspend of funds from the original CDC contract. In the interests of transparency and compliance, the Shire sought advice from DSS regarding the appropriate course of action in relation to the unspent funds.

DSS advised that the Shire should prepare and submit a proposal outlining how the remaining funds could be expended, with any expenditure to be directly linked to initiatives under either:

- the Shire of Leonora Safer Leonora Plan, or
- the Department's Local Services Plan for the Goldfields region.

In line with this advice, the Shire prepared and submitted a proposal in November 2024. This submission was subsequently followed up on several occasions to confirm whether the Department would approve the allocation of the underspend.

In August 2025, the Shire received formal correspondence from DSS advising that the underspent funds were to be returned to the Commonwealth. The Department's decision was based on the following considerations:

- Grant Agreement Variation – A variation to the Shire's existing grant agreement (4-IQOKMIR) to accommodate expenditure of the underspend was assessed as posing a risk, given that the CDC program is scheduled to conclude in June 2026.

- PGPA Act Requirements – In accordance with the *Public Governance, Performance and Accountability Act 2013* (PGPA Act), where an amount owing is identified, it must be recovered by the Commonwealth.
- Commercial Law Advice – The Department’s Commercial Law division provided advice that it is entitled to pursue cost recovery of any unspent funds on the basis that amounts surplus to the requirements of the ‘Activities’ specified in the contract are recoverable (refer Clause C.B.9 of the agreement).

As such, the Department determined that the most appropriate and compliant course of action was for the Shire to return the underspent funds to the Commonwealth.

STAKEHOLDER ENGAGEMENT

Nil

STATUTORY ENVIRONMENT

The issuance and subsequent cancelation of the grant is dealt with under Commonwealth Law and the terms of the agreement.

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

This expenditure qualifies as unbudgeted expenditure, as it involves the return of funds to the Department of Social Services (DSS). Consequently, a budget amendment of \$470,743.47 will be required.

The Shire had not expended any of the funds as final approval from DSS had not been received.

STRATEGIC IMPLICATIONS

Nil

RISK MANAGEMENT

The return of funds to the Department of Social Services (DSS) presents a potential reputational risk to the Shire, particularly in terms of community perception. There may be concerns from residents regarding the loss of funding originally intended to support local programs and initiatives.

RECOMMENDATIONS

1. That Council approves the return of \$470,743.47 to the Department of Social Services (DSS) as per their formal request, in accordance with the terms and conditions of the original grant agreement.

VOTING REQUIREMENT

Absolute Majority

SIGNATURE

Manager Community Services

Job Support Underspend	Details	Timeframe	Responsible Party	Focus Area	Costs
Service Cubicle	Provide open cubicles for participants to access online services that are not of a confidential nature.	30/06/2025	Shire of Leonora	LSP 10	\$30,000.00
AV Link Up	Provide audio visual capabilities for training opportunities	30/06/2025	Shire of Leonora	LSP 10	\$25,000.00
Community Coach	Provide opportunity for people to become trained in coaching/umpiring sports x5	30/06/2025	Shire of Leonora	LSP 10	\$15,000.00
CRC Computers	Upgrade the computers at the CRC to provide a better service and large suite of programming.	30/06/2025	Shire of Leonora	LSP 10	\$15,000.00
10 Week Creative Business	Provide opportunities for people to grow skills that enable home business ventures and e-commerce	30/06/2025	Contractor	LSP 10	\$20,000.00
				TOTAL	\$105,000.00
Wellbeing	Details	Timeframe	Responsible Party	Focus Area	Costs
Community Art	Provide opportunities for community members to connect through Art	30/06/2025	Makers Tribe	SLP 3.2.1	\$40,000.00
10 Week Pilates	Provide a 10-week pilot program in Pilates through procurement of Perth based service.	30/06/2025	Contractor	SLP 3.2.1	\$15,000.00
10 Week Gymnastics/Dance	Provide a 10-week pilot program in Gymnastics/Dance through procurement of Perth based service.	30/06/2025	Contractor	SLP 3.2.1	\$15,000.00
10 Week Boxing	Provide a 10-week pilot program in Boxing through procurement of Perth based service.	30/06/2025	Contractor	SLP 3.2.1	\$15,000.00
10 Week Seniors	Provide a 10-week pilot program in Boxing through procurement of Perth based service.	30/06/2025	Contractor	SLP 2.1.1	\$15,000.00
				TOTAL	\$100,000.00
Open Funding	Details	Timeframe	Responsible Party	Focus Area	Costs
Oval Lighting	Provide opportunities for current programs to expand and utilise the oval more mainly during warm weather.	30/06/2024	Shire of Leonora	SLP 3.2.2, 2.1.1	\$130,000.00

Back to School	Provide for school students to attend school with 3x uniform shirts, shoes and backpack	5/02/2025	Leonora P & C	SLP 2.1.1, 2.1.2	\$25,000.00
Health and Hygiene	Provide youth centres participants the opportunity to shower, wash clothes and hygiene products	30/06/2025	Shire of Leonora	SLP 2.1.1	\$15,000.00
Kitchen Garden	Provide youth centre participants the chance to grow produce and cook them at the youth centre teaching life skills.	30/06/2025	Shire of Leonora	SLP 2.1.3	\$70,000.00
Sports Programming	Provide the registration fees for youth to participate in recognised sports program Auskick, Football, Netball, Basketball and cricket.	30/06/2025	Shire of Leonora	SLP 2.2.1	\$25,000.00
Kindigym	Provide opportunity for young members of the community to social and gain skills.		Shire of Leonora	SLP 2.2.1	\$10,000.00
Community CCTV Plan	Create a plan for street CCTV in conjunction with the Leonora Police	30/06/2025	Shire of Leonora	SLP 1.1.1	\$40,000.00
Services Review	Complete a map of all services that re contracted to provide services to Leonora against what is actually being delivered.	30/06/2025	Shire of Leonora	LSP 1	\$14,000
Murals for Rec Centre	Provide opportunities for local artists to use their skills in beautifying the townsite.	30/06/2025	Shire of Leonora	SLP 2.4.1	\$50,000.00
Public Health Plan	Complete a public health plan for the Shire of Leonora	30/06/2025	Shire of Leonora	LSP 9	\$25,000.00
Tower Street Masterplan	Complete preliminary work on a masterplan for Tower Street and how to make it safer and more appealing for the community.	30/06/2025	Shire of Leonora	SLP 1.1.4	\$30,000.00
				TOTAL	\$434,000.00



Australian Government
Department of Social Services

Collector of Public Monies
GPO Box 9820
Canberra ACT 2601
Phone : (02) 6146 8067
Email : Accounts.Receivable@dss.gov.au

ABN 36342015855

TAX INVOICE

Vendor Shire of Leonora PO BOX 56 Leonora WA 6438 Contact: Alex Baxter Email: alex.baxter@leonora.wa.gov.au Telephone: 08 9037 6044	Document Date 26.08.2025 Invoice No 170030969 Vendor No 30712 Due Date 25.09.2025 Page 1 of 1
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DESCRIPTION	AMOUNT	GST	TOTAL AMT
Job Support Hub Cost Recovery Contract 90013649	427,948.61	42,794.86	470,743.47
Contact Officer: Geoff O'KEEFE 02 5162 5850 GEOFF.O'KEEFE@DSS.GOV.AU	Total Amount Payable		470,743.47

Preferred method of payment is BPAY:



Billers Code: 980029
Ref: 2601700309696

Please ensure that the unique BPAY reference number provided is used for payment of this invoice only.

BPAY® this payment via Internet or phone banking.
Contact your bank or financial institution to make this payment from your cheque, savings, debit, credit card or transaction account.

or Electronic Funds Transfer to:
BSB: 092-009, Account No: 111890
DSS Administered Receipts
Please include the invoice number 170030969 in your payment reference.

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 18th November 2025

17.0 CLOSURE OF MEETING