



SHIRE OF
COOROW
ALWAYS IN SEASON

AGENDA

FOR THE

AUDIT AND RISK COMMITTEE MEETING

TO BE HELD ON

FRIDAY 8 MAY 2026

PLEASE READ THE FOLLOWING DISCLAIMER BEFORE PROCEEDING

Members of the public are cautioned against taking any action on Council decisions, on items in this Agenda in which they may have an interest, until such times as they have been advised in writing by Shire staff

NOTICE OF MEETING

PLEASE BE ADVISED THAT THE

AUDIT AND RISK COMMITTEE MEETING

COMMENCING AT 3:30 PM

WILL BE HELD ON

FRIDAY, 8 MAY 2026

COOROW COUNCIL CHAMBERS



Mia Maxfield

Chief Executive Officer

DISCLAIMER

The advice and information contained herein is given by and to the Council without liability or responsibility for its accuracy. Before placing any reliance on this advice or information. A written inquiry should be made to the Council giving reasons for seeking the advice or information and how it is proposed to be used.

Agenda

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1 DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS**1.1 SALUTATIONS AND OPENING OF MEETING**

The Chairperson, Cr Guy Sims , welcomed those present and opened the Meeting at [Type time](#).

1.2 ACKNOWLEDGEMENT OF COUNTRY

The Shire of Coorow acknowledges the traditional owners of this land – the Yued people, and their continuing connection to land, water and community. We pay our respects to them and their cultures, and to elders both past, present and emerging.

1.3 VISITORS**2 RECORD OF ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE****2.1 ATTENDANCE**

Deputy President G Censi

President G Sims

Deputy President G Censi

Councillor D Gericke

Councillor C Hassell

Councillor G Hannington

Councillor D Melbin

Councillor L Van Den Heever

Mrs M Maxfield

Chief Executive Officer

Mr K Bean

Manager of Works & Service

Mrs S Atkinson

Deputy Chief Executive Officer

2.2 ATTENDANCE VIA TELEPHONE/INSTANTANEOUS COMMUNICATION

In accordance with regulation 14C (2) of the *Local Government (Administration) Regulations 1996* the Shire President or Council can approve the attendance of a person, not physically present at a meeting of Council or committee, by electronic means. The member must ensure they are in an appropriate location, being private and free from distractions. When a meeting is closed to the public (Behind Closed Doors) in accordance with Section 5.23 of the Local Government Act 1995 (the Act), members must ensure that the deliberations cannot be observed or overheard by any other person. Attendance of meetings by electronic means is capped at 50% as *per Local Government (Administration) Regulation 14C(3)*.

2.3 LEAVE OF ABSENCE PREVIOUSLY APPROVED

Nil

2.4 APOLOGIES

Nil

3 DISCLOSURE OF INTERESTS

Section 5.65 and 5.70 of the Local Government Act 1995 requires an Elected Member or officer who has an interest in any matter to be discussed at a Committee/Council Meeting that will be attended by the Elected Member or officer must disclose the nature of the interest in a written notice given to the Chief Executive Officer before the meeting; or at the meeting before the matter is discussed. An Elected Member who makes a disclosure under section 5.65 or 5.70 must not preside at the part of the meeting relating to the matter; or participate in; or be present during, any discussion or decision making procedure relating to the matter, unless allowed by the Committee/Council. If Committee/Council allow an Elected Member to speak, the extent of the interest must also be stated.

4 PUBLIC QUESTION TIME

5 PETITIONS/DEPUTATIONS/PRESENTATIONS**5.1 INTERIM APPOINTMENT OF CHAIRPERSON OF AUDIT AND RISK COMMITTEE**

Reporting Officer:	E Wilkin, Governance & Executive Support Officer
Responsible Executive:	M Maxfield, Chief Executive Officer
File Reference:	ADM0303
Disclosure of Interest:	Nil
Voting Requirement:	Absolute Majority

SUMMARY

An interim Chairperson of the Audit and Risk Committee is required to be appointed for this meeting. A Deputy Chairperson will not be appointed, as the appointment is interim in nature and applies to this meeting only, until such time as an independent Chairperson and Deputy Chairperson are appointed in accordance with the amended provisions of the Local Government Act 1995.

COMMENT

Should there be two or more nominees, a secret ballot will be conducted to determine the holder of the office.

STRATEGIC IMPLICATIONS

Local Government Act 1995

5.12. Presiding members and deputies, election of

1. The members of a committee are to elect a presiding member from amongst themselves in accordance with Schedule 2.3, Division 1 as if the references in that Schedule —
 - a. to “office” were references to “office of presiding member”; and
 - b. to “council” were references to “committee”; and
 - c. to “councillors” were references to “committee members”.
2. The members of a committee may elect a deputy presiding member from amongst themselves but any such election is to be in accordance with Schedule 2.3, Division 2 as if the references in that Schedule —
 - a. to “office” were references to “office of deputy presiding member”; and
 - b. to “council” were references to “committee”; and
 - c. to “councillors” were references to “committee members”; and
 - d. to “mayor or president” were references to “presiding member”.

ATTACHMENTS

Nil

OFFICER RECOMMENDATION

The Chief Executive Officer, Mia Maxfield declared Councillor (Insert Councillor Name) interim chairperson of The Shire of Coorow Audit and Risk Committee.

The Chairperson takes the chair.

6 CONFIRMATION OF PREVIOUS MINUTES

Audit and Risk Committee Meeting - 16 October 2024

Audit and Risk Committee Meeting - 18 December 2024

Audit and Risk Committee Meeting - 19 March 2025

Audit and Risk Committee Meeting - 16 April 2025

Audit and Risk Committee Meeting - 16 July 2025

Audit and Risk Committee Meeting - 19 November 2025

Audit and Risk Committee Meeting - 18 March 2026

7 REPORTS**7.1 CHIEF EXECUTIVE OFFICER****7.1.1 ANNUAL REPORT 2024/2025**

Reporting Officer: S Atkinson, Deputy Chief Executive Officer

Responsible Executive: M Maxfield, Chief Executive Officer

File Reference:

Disclosure of Interest: Nil

Voting Requirement: Absolute Majority

COUNCIL'S ROLE:

Executive: The substantial direction setting and oversight role of the Council e.g. adopting plans and reports, accepting tenders, setting and amending budgets.

REPORT PURPOSE

For the Audit and Risk Committee to consider and accept the 2024/2025 Annual Report, incorporating the Audited Annual Financial Report, Auditors Report (Auditor General's Audit Opinion) and recommend to Council for adoption.

BACKGROUND

As per the Terms of Reference adopted at the Ordinary Council Meeting 15 May 2024, one of the principal objectives of the Audit Committee is to accept responsibility for the annual external audit and to liaise with the Auditor so that Council can be satisfied with the performance of the Local Government in managing its financial affairs. The Committee's duties and responsibilities in relation to the Annual Financial Report and the external audit are clearly outlined in the Terms of Reference, (specifically item 6i) which requires the Committee to consider and recommend adoption of the Annual Financial Report to Council.

It is a requirement that the Annual Audit be completed by 31 December following the close of the financial year. The final audit was commenced on-site by Moore Australia for the Office of the Auditor General on 8 October 2025 to 10 October 2025.

The Annual Audit Completion Report has now been completed and was presented to Shire President Cr Sims, Deputy President Cr Censi, Cr Gericke, Cr Van Den Heever, Chief Executive Officer Mia Maxfield, Deputy Chief Executive Officer Samantha Atkinson and Manager of Works and Services Kelvin Beam at an Exit Interview on Friday 8 May 2026. This report (under separate cover) along with the Annual Report is now submitted to the Shire of Coorow's Audit Committee for further consideration.

Annual Financial Statements

The Shire's Finance Team have finalised the accounts for the 2024/2025 and prepared the Annual Financial Statements, these Statements have been audited by the Office of the Auditor General (OAG). In 2017 changes were made to the *Local Government Act 1995* to give effect to the Office of the Auditor General of Western Australia taking responsibility for financial and supplementary audits of local governments.

An interim Audit was conducted during the week of the 7 April 2025 to 9 April 2025 and the final Audit during the week of 8 October 2025 to 10 October 2025. The primary objective of the audit is to express an opinion to Council on whether the Shires Financial Statements are free from material misstatements and is prepared in accordance with the applicable Australian Accounting Standards, the *Local Government Act 1995* and the *Local Government (Financial Management) Regulations*.

The Shire's Contracted Auditors Moore Australia have audited the 2024-2025 Annual Financial Statements on behalf of the Office of the Auditor General and have provided an independent Auditors report as required under the relevant provisions of the *Local Government Act 1995*. The Auditors Report and Annual Financial Statements are now presented to the Audit Committee for their information and review.

Annual Report

The 2024/2025 Annual Report forms the main item of business discussed at the Annual General Meeting of Electors. Section 5.27 of the *Local Government Act 1995* requires that the Annual General Meeting of Electors is to be held on a day selected by the Local Government, but not more than 56 days after the Annual Report is accepted. Furthermore, section 5.29 of the *Local Government Act 1995* states that the Chief Executive Officer is to convene an Electors Meeting by giving at least 14 days public notice.

It is anticipated that Council will accept the Annual Report at its special meeting to be held 8 May 2026. Should Council adopt the Annual Report at this meeting, it is recommended that the Annual Electors Meeting be held on Wednesday 17 June 2026 commencing at 4:30pm, as this is the earliest time including the 14 days of public notice that it can be held, and this date also coincides with the Next Ordinary Meeting of Council.

COMMENT

The Annual Report for 2024/2025 has now been completed and is included as an attachment to this report (Attachment 1). The Shire of Coorow's 2024/2025 Annual Report includes the Annual Financial Statements for the year and reports on the Shires progress and achievements over the period. It has been designed for dual use as a marketing tool for the Shire and a reporting mechanism to meet requirements of the Integrated Planning and Reporting Framework.

In addition to statutory information required under the *Local Government Act 1995*, the publication highlights various projects and initiatives from the financial year which contribute to achieving the communities' vision for the Shire. The report includes updates in relation to each of the focus areas in the Shire's Strategic Plan. The annual report is not required to be audited.

The Annual Report will be made available to the Public and Electors prior to the Annual Electors Meeting, subject to its acceptance by Council.

The Auditor General using contractors Moore Australia have completed their audit of Council’s affairs for the financial year ended 30 June 2025. The Auditors Report and the Annual Financial Statements for the financial year ended the 30 June 2025 have been received by the Shire on 8 May 2026. After receiving the auditor reports, the Audit Committee is to examine the report of the auditor and determine if any matters raised by the report require action to be taken and ensure appropriate action is taken in the future.

The audit and review of the Financial Statements have been completed and is attached for adoption (Attachment 1). The Independent Audit Report (Auditor General’s Audit Opinion) forms the last part of the Annual Report and will be provided to the Shire within three to five days of the adoption of the Financial Statements.

Under section 7.12A of the Act Council must also prepare a report addressing any matters identified as significant by the auditor in the audit report, and state what action Council has taken or intends to take with respect to each of those matters. The report is to be provided to the Audit Committee and Council for endorsement, with a copy provided to the Minister within 3 months of the audit report being received by Council and posted on the website within 14 days of giving the report to the minister.

At the Interim Audit, which was previously raised at Audit Committee Meeting and Ordinary Meeting of Council on 16 July 2025, the following were highlighted:

Index of findings	Potential impact on audit opinion	Rating			Prior year finding
		Significant	Moderate	Minor	
1. Delay in preparation of monthly bank reconciliations	No		✓		
2. Lack of documentation for goods or services received	No		✓		

These issues have been resolved.

At Final Audit the following findings were raised:

Index of findings	Potential impact on audit opinion	Rating			Prior year finding
		Significant	Moderate	Minor	
Information system					

1. Fraudulent credit card transactions	No	✓			
2. Bank reconciliation – Unexplained unreconciled differences between bank statements and general ledger	No	✓			
3. Negative unrestricted cash	No	✓			
4. Purchase order raised after supplier tax invoice received	No		✓		✓

Management responses for Final Audit are attached (Attachment 3).

Audit Adjustments

The Auditors identified no Audit adjustments.

Other Matters

There were no identified matters of fraud (other than that noted above) to report and there were no disagreements with management about other significant accounting matters.

Financial Statements

There are five primary financial statements which have been prepared to finalise the financial report for 2024/2025:

- Statement of Comprehensive Income
- Statement of Financial Position
- Statement of changes in equity
- Statement of cash flows
- Statement of Financial Activity

Statement of Comprehensive Income

The Statement of Comprehensive Income on page 31 of the Annual Report shows a net result of a (\$3,288,671) for the financial year 2024/2025. This statement shows the extent to which operating expenditure has exceeded operating revenue and whilst this appears to be a loss, this statement does not consider any funds carried over from previous years, for example income like the Federal Assistance Grants paid in advance or underspends in various areas and the statement includes depreciation. For the foreseeable future the Shire will be expected to always have a negative net result as the Shire is likely to be dependent on grant funding for capital works and for small local governments such as the Shire of Coorow, it can be difficult to create or raise revenue streams. The Shire did not carry out any revaluation of assets in this financial year.

Statement of Financial Position

The Statement of Financial Position shown on page 32 of the Annual Report shows a net worth of \$124,371,999 for the 2025/2026, this has slightly decreased from 2024/2025.

Statement of Changes in Equity

The Statement of Changes in Equity on page 33 of the Annual Report shows the movement of Equity of the net result for retained surplus of (\$14,761,018) from the Statement of Comprehensive Income.

Statement of Cash Flows

The Statement of Cash Flows shown on page 34 of the Annual Report shows a net decrease in cash flow of (\$5,046,568) over the financial year leaving a total balance of Cash and Cash equivalents being \$1,985,323.

Statement of Financial Activity

The Statement of Financial Activity shown on page 35 of the Annual Report shows a total surplus to be carried through to the next year (2025/2026) of \$1,450,016.

Overall, the Shire is in a sound financial position, and the Shire will be issued an unqualified audit opinion in relation to the financial statements.

The Annual Report 2024/2025 is attached (Attachment 1).

STAKEHOLDER ENGAGEMENT

- Office of the Auditor General
- Moore Australia (Contracted Auditors)
- Executive Staff
- Shire President

STATUTORY ENVIRONMENT

- Local Government Act 1995*
 - Subdivision 4 — Electors’ meetings
 - Division 5 — Annual reports and planning
 - Division 3 — Conduct of audit
 - Division 4 — General
- Local Government (Financial Management) Regulations 1996*
- Local Government (Administration) Regulations 1996*
 - Part 3 — Electors’ meetings

In accordance with statutory requirements, Council must give a minimum of 14 days’ notice in calling the Annual Electors Meeting following acceptance of the Annual Report. It is recommended that the Electors General Meeting be held at the Council Chambers on Wednesday, 17 June 2026, commencing at 4:30pm.

STRATEGIC IMPLICATIONS

STRATEGIC PRIORITIES	Outcome	Strategy
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<p>Civic Leadership Leadership that provides strategic direction for the community, supported by efficient and effective service delivery. Governance and an effective organisation</p>	<p>4.3 Skilled and well supported team Effective Governance and Leadership</p>	<ul style="list-style-type: none"> External audits and reviews confirm compliance
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POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

The Annual Financial Statements set out the operating results for the Shire for the year ended 30 June 2025 and the assets and liabilities as at that date, together with other relevant financial information.

There is an allowance of \$60,000 in the budget for Audit Fees.

RISK IMPLICATIONS

Risk	Likelihood	Consequence	Risk Analysis	Mitigation
<p>Legal & Compliance Failure to prepare and adopt the Annual Financial Report would result in noncompliance with its statutory responsibilities under the <i>Local Government Act 1995</i></p>	<p>Rare</p>	<p>Moderate</p>	<p>Low</p>	<p>Accept Officers recommendation</p>

ATTACHMENTS

1. **2024/2025 Annual Report** [↓](#)
2. **Management Representation Letters** [↓](#)
3. **Management Representation Letter Responses** [↓](#)

OFFICER RECOMMENDATION

That the Audit and Risk Committee BY AN ABSOLUTE MAJORITY recommend to Council:

- 1) Pursuant to section 5.54 of the *Local Government Act 1995*, adopt the 2024/2025 Annual Report incorporating the Annual Financial Statements (Attachment 1).
- 2) Authorises the Chief Executive Officer to oversee the final presentation and publication of the 2023/2024 Annual Report.
- 3) Pursuant to section 5.55 of the *Local Government Act 1995*, GIVES local public notice of the availability of the 2024/2025 Annual Report.
- 4) Pursuant to section 5.27 of the *Local Government Act 1995*, CONVENES by simple majority the Annual General Meeting of Electors on Wednesday 17 June 2026 commencing at 4.30pm at the Council Chambers, Coorow.
- 5) Advertise the Annual Electors Meeting in accordance with section 5.29 of the *Local Government Act 1995*.
- 6) Receives the Final Management Letters (Attachment 2) and responses (Attachment 3).
- 7) Pursuant to Section 7.12A of the *Local Government Act 1995*, acknowledges that significant matters were raised, and as a result, the Chief Executive Officer is required to:
 - a) Prepare a report for endorsement by the Audit Committee and Council upon completion.
 - b) Submit the report to the Minister within three months and publish it on the website within 14 days.



Annual Report 2024 - 2025



Welcome to the 2024/25 Annual Report

Welcome to the Shire of Coorow's Annual Report 2024/2025 covering the period 1 July 2024 to 30 June 2025. This report aims to provide you with an open and accountable insight on how the Shire has progressed over the 2024-2025 year. This report is produced in accordance with the Local Government Act 1995, which requires Council to adopt an Annual Report by 31 December each year or no later than 2 months after the auditor's report becomes available.

Thank you for taking the time to read this Annual Report. We welcome any feedback on our performance or where you would like us to focus in the future. This Annual Report along with previous years can be viewed on the Shire website or by visiting our Administration offices in Coorow or Leeman, details within.

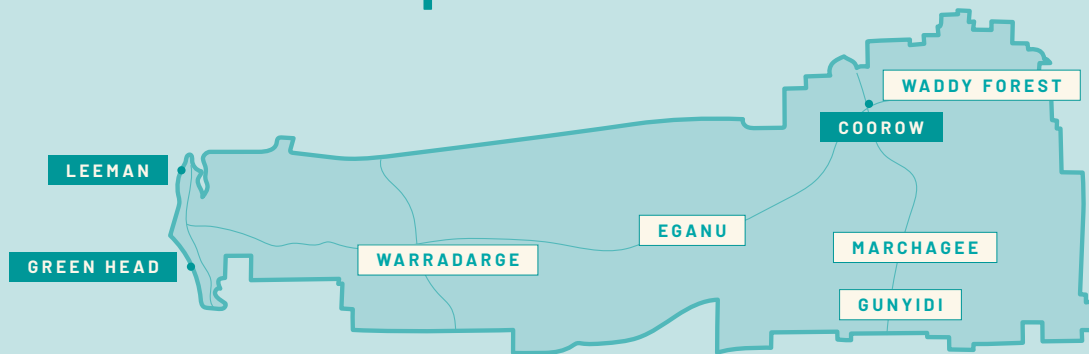
Acknowledgement of Country

The Shire of Coorow acknowledges the traditional owners of this land – the Yued people, and their continuing connection to land, water and community. We pay our respects to them and their cultures, and to elders both past, present and emerging.

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District Map



Located just 270 kilometres north of Perth, the magnificent Shire of Coorow lies in the Mid West region of Western Australia.

Renowned for its stunning landscapes, amazing coastline and vibrant community spirit, the Shire boasts a unique blend of natural beauty and productive farmland. The Shire’s Executive and Council are committed to fostering sustainable development, preserving natural resources, and providing essential services to enhance the quality of life for its friendly, close-knit residents and visitors alike.



Message from the Shire President



I am pleased to share with you this annual report which reflects the work and progress of the Shire of Coorow throughout the 24/25 year.

2024/25 was again a busy time for the shire. More projects than normal were either finished or near completion at the end of the financial year. This was in order to take advantage of available grant funding. Together with staff shortages this certainly stretched the Shire's operational resources. Some short-term pain for a long-term gain.

Finally, my thanks to the CEO and all the Shire staff for their continued commitment and work over the year.

Significant projects included the replacement of the gazebos and an upgrade to the ablution facilities at Dynamite Bay; the upgrade to toilet facilities at the Leeman Recreation Centre; the commencement of work to replace the Dee Street Jetty; the near completion of Ocean View Park Green Head; the construction (and opening on Anzac Day Eve) of the Coorow War Memorial; the internal refurbishment of the Coorow RSL Hall; the internal restoration and refurbishment of the North Midlands CO-OP building; the refurbishment of the Maley Park ablution blocks and improvements to the Maley Park kitchen facilities and the improvements to the kitchen facilities at the Coorow Hall. All of these were grant funded so the work represents money that will be saved in future years' budgets.

Council has deliberately turned its focus to long term planning. This will continue through 2025/26. The development of the Coastal Master Plan process has taken longer than expected and was still only 70% complete at the end of June. Once complete, the plan will provide a blueprint for the coast for next ten years. I would like to make a special mention of the Green Head Coast

Care Group for their input into the plan and the significant work they continue to do as volunteers, to protect and maintain the Green Head coastal environment.

A big thank you to all our volunteers, those who provide our essential ambulance and bushfire emergency services and all those that volunteer through our various clubs and groups across the shire. The community could not function without you.

The Shire remains in a good sound financial position with reserves of \$1,702,825 at the end of the year.

Guy Sims | **Shire President**



Council

Council Members



Cr. Guy Sims
Shire President

Retiring 2027



Cr. Bruce Jack
Deputy Shire President

Retiring 2025



Cr. Jake Comley
Councillor

Retiring 2025



Cr. Gary Dring
Councillor

Retiring 2025



Cr. Vern Muller
Councillor

Retiring 2025



Cr. Graham Harris
Councillor

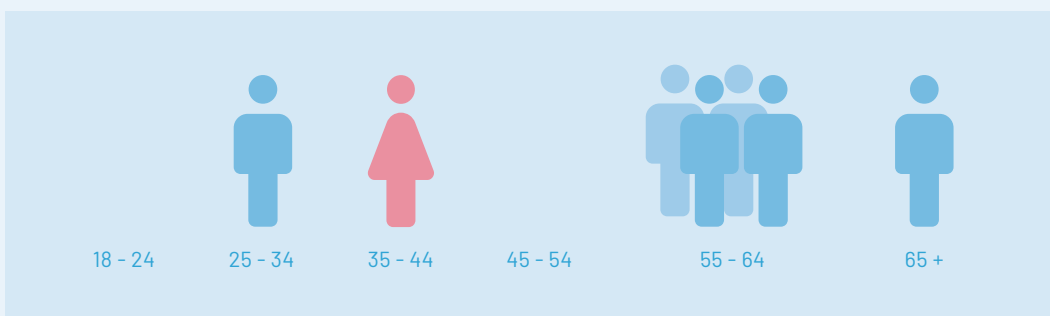
Retired March 2025



Cr. Giulia Censi
Councillor

Retiring 2027

Age Profile & Gender Ratio



Attendance at Council Meetings

0 (0) Number of meetings attended / Total number meetings held

*Retired March 2025

Elected Member	OCM	ARCM	SM	AEM
Cr. G Sims	11 (11)	0 (0)	0 (0)	0 (0)
Cr. B Jack	9 (11)	0 (0)	0 (0)	0 (0)
Cr. J Comley	7 (11)	0 (0)	0 (0)	0 (0)
Cr. G Dring	9 (11)	0 (0)	0 (0)	0 (0)
Cr. G Censi	10 (11)	1 (1)	0 (0)	0 (0)
Cr. G Harris*	5 (11)	0 (0)	0 (0)	0 (0)
Cr. V Muller	11 (11)	1 (1)	0 (0)	0 (0)

Report on Payments to Council Members

* Retired March 2025

Elected Member	Allowance	Annual Meeting Fees	Travel Expenses	Annual Allowance for ICT Expenses	Other Expenses	Total
Cr. Sims	\$19,000	\$6,120	\$893	\$600	\$227	\$26,840
Cr. Jack	\$4,750	\$2,500	\$1,736	\$600	\$1,103	\$10,689
Cr. Comley	\$0	\$2,000	\$150	\$450	\$0	\$2,600
Cr. Dring	\$0	\$2,250	\$1,735	\$600	\$2,239	\$6,824
Cr. Harris*	\$0	\$1,250	\$150	\$150	\$495	\$2,045
Cr. Muller	\$0	\$3,000	\$0	\$600	\$0	\$3,600
Cr. Censi	\$0	\$2,750	\$1,360	\$600	\$1,048	\$5,758
Total	\$23,750	\$19,870	\$6,024	\$3,600	\$5,112	\$58,356

Council Members Training

Training of the *Local Government (Administration) Regulations 1996* was introduced requiring all elected members to complete the Council Member Essentials training course within 12 months of their election, in accordance with s5.126(1) of the *Local Government Act 1995*. The Status of councillor-completed training as at 30 June 2025 is as follows:

*Retired March 2025

Elected Member	Understanding Local Govt	Serving on Council	Meeting Procedures	Conflicts of Interest	Understanding Financial Reports & Budgets
Cr. Sims	Completed	Completed	Completed	Completed	Completed
Cr. Jack	Completed	Completed	Completed	Completed	Completed
Cr. Comley	Completed	Completed	Completed	Completed	Completed
Cr. Dring	Completed	Completed	Completed	Completed	Completed
Cr. Harris*	Completed	<i>Pending</i>	<i>Pending</i>	Completed	Completed
Cr. Muller	<i>Pending</i>	Completed	Completed	Completed	Completed
Cr. Censi	Completed	Completed	Completed	Completed	Completed



CEO's Report



I am pleased to present the Annual Report for the 2024/2025 financial year to the ratepayers and residents of the Shire of Coorow. The Shire continues to maintain a sound financial position, underpinned by prudent financial management and a strong commitment to the sustainable delivery of high-quality services to the community.

As we move forward, the Shire remains committed to building on the progress achieved. Our focus will continue to be on delivering efficient, accessible, and responsive services that meet the evolving needs of our community. We will also pursue innovative and sustainable approaches to address emerging challenges, including housing demand, environmental sustainability, and technological advancement.

CEO's Report Cont.

I extend my sincere appreciation to Shire President Guy Sims for his leadership, professionalism, and ongoing dedication to the communities he represents. I also acknowledge the Councillors for their continued support and contribution throughout the year. Their commitment to representing the interests of the community and undertaking their decision-making responsibilities with integrity and impartiality is highly commendable. The role of an elected member carries significant responsibility, and their focus on the long-term wellbeing of the entire community is both recognised and valued.

The Shire's Strategic Plan continues to provide clear direction for the organisation and its service delivery. Throughout the 2024/2025 financial year, the Shire successfully delivered a range of significant capital works, including:

- Upgrades to the Leeman and Green Head fire sheds
- Improvements to the Coorow Animal Control Facility

- Expansion of CCTV infrastructure across the Shire
- Capital upgrades to staff housing and various public buildings
- Construction and official opening of the Coorow War Memorial
- Upgrade of the Dee Street Jetty in Leeman
- Development of two disability-accessible camping bays at Billy Goat Bay
- Upgrades to the Coorow and Leeman Administration Offices
- Completion of Stage 2 works at Lot 601 Park in Green Head
- Replacement of rotundas at Dynamite Bay in Green Head
- Upgrades to Maley Park and other recreational facilities





I wish to acknowledge the valued contribution of the Executive Managers, Kelvin Bean and Myra Henry (part year), along with all Shire staff. Their professionalism, diligence, and commitment to delivering outcomes for the community are sincerely appreciated.

I also extend my gratitude to our residents, local businesses, and community partners for their ongoing support and engagement. The continued success of the Shire is a direct reflection of this collective commitment, and I look forward to strengthening these relationships in the years ahead.

As we move forward, the Shire remains committed to building on the progress achieved. Our focus will continue to be on delivering efficient, accessible, and responsive services that meet the evolving needs of our community.

We will also pursue innovative and sustainable approaches to address emerging challenges, including housing demand, environmental sustainability, and technological advancement.

At the same time, the Shire will maintain a strong emphasis on financial stewardship while investing in initiatives that enhance the liveability and long-term prosperity of the community. Through continued collaboration and strategic planning, we are confident in our ability to navigate future opportunities and challenges, and to foster a resilient, inclusive, and forward-looking community.

Mia Maxfield | **Chief Executive Officer**

Executive Team



Mia Maxfield
Chief Executive Officer



Kelvin Bean
Deputy Chief Executive Officer

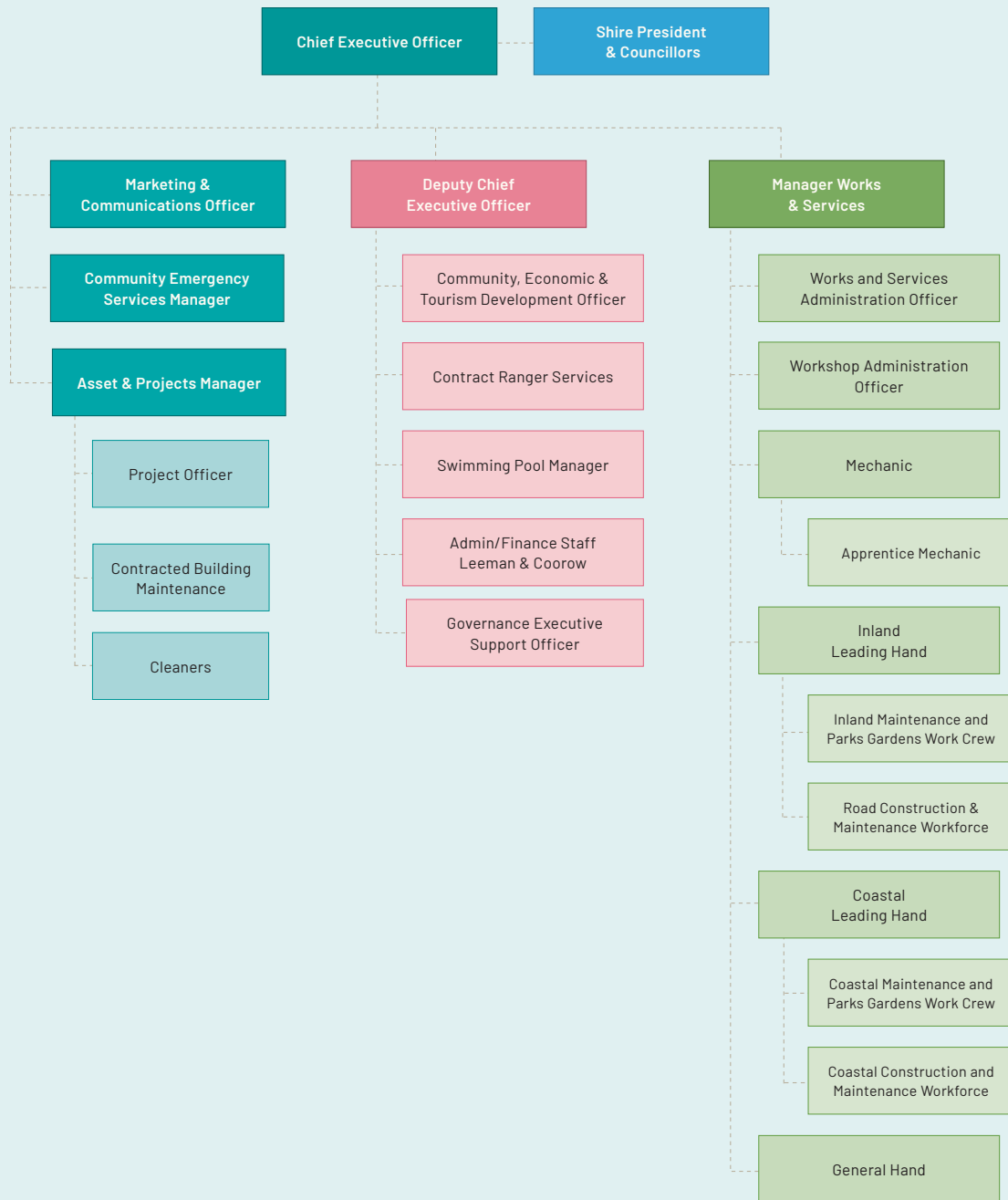
Myra Henry
Deputy Chief Executive Officer
2024-2025

Sam Curulli
Deputy Chief Executive Officer
2025



Shire of Coorow Councillors & Executive Team, Councillor Jake Comley Absent

Organisational Chart





Quick Facts

404km	636km
Sealed	Unsealed
Total Length of Roads	



1962

Became the Shire of Coorow



3

Shire Towns: Coorow,
Green Head & Leeman



270km

North of Perth



4,189km²

Shire's Total Area



\$131,610,151

24/25 Total Assets



Diverse Local Industries including: Agriculture, Floriculture, Fishing and Tourism

 1,055

Total Shire Population

 265


Dogs Registered

 53

Cats Registered

 1,202

No. of Rateable Properties

 595.36tn

Total Waste Volume Collected

 907

Books Loaned/Renewed

Community Engagement



10 YEARS

Strategic Community Plan

The Strategic Community Plan is made using feedback from the community. The plan then sets the Shire's strategic direction for the next ten years. The plan is reviewed on a minor basis every two years and on a major basis every four years.



4 YEARS

Corporate Business Plan

The Corporate Business Plan is the 4 year plan created to implement the first 4 years of strategic goals outlined in the Strategic Community Plan. The Corporate Business Plan is reviewed and updated on a minor basis annually. A major review (in line with the Strategic Community Plan) is undertaken every four years.



YEARLY

Annual Budget

The Annual Budget sets out the operational expenditure for projects from the first year of the corporate Business Plan in addition to ongoing general expenses. The Annual Budget is adopted at the beginning of each financial year in addition to the Shires annual Fees & Charges for various services to the community.

Outputs



YEARLY

Annual Report

The Annual Report gives an overview annually to the Community of everything achieved by the Shire in line with the Strategic Community Plan and Corporate Business Plan. The Annual Report is a requirement of the *Local Government Act 1995*.



Strategic Direction

Our Vision

The Shire of Coorow will be a sustainable, progressive, desirable and caring community which recognises and values its diversity.

Our Values

Community

Serving our community is the guiding principle for Council.

Leadership

We will provide leadership for the betterment of our community.

Loyalty





Our conduct will demonstrate our commitment to our community.

Accountability

We will be open, honest and responsible in the way we undertake all of our functions.

Our Strategic Priorities & Strategic Plan Indicators

Integrated Strategic Plan 2022 -2032 provides the Shire’s long term strategic direction and guides the organisation’s decision-making, services, projects and financial commitments that will deliver a Shire that is vibrant, connected and progressive.

 Community	The following items were achieved during the financial year that support the Integrated Strategic Plan												
<ul style="list-style-type: none"> • Connected, friendly and safe communities • Advocate for the provision of quality health services • Recreational, social and open spaces are welcoming • Support emergency services planning, risk mitigation, response and recovery 	<table border="1"> <tbody> <tr> <td data-bbox="759 566 1343 674"></td> <td data-bbox="759 566 1343 674">\$17,217 for Leeman and Green Head Fire Sheds upgrades</td> </tr> <tr> <td data-bbox="759 674 1343 745"></td> <td data-bbox="759 674 1343 745">\$29,664 for Coorow RSL Upgrades</td> </tr> <tr> <td data-bbox="759 745 1343 813"></td> <td data-bbox="759 745 1343 813">\$28,943 for Lot 601 Park, Green Head Upgrades</td> </tr> </tbody> </table>		\$17,217 for Leeman and Green Head Fire Sheds upgrades		\$29,664 for Coorow RSL Upgrades		\$28,943 for Lot 601 Park, Green Head Upgrades						
	\$17,217 for Leeman and Green Head Fire Sheds upgrades												
	\$29,664 for Coorow RSL Upgrades												
	\$28,943 for Lot 601 Park, Green Head Upgrades												
 Environment	The following items were achieved during the financial year that support the Integrated Strategic Plan												
<ul style="list-style-type: none"> • Maintain a high standard of environmental health and waste services • Conservation of our coast and bush 	<table border="1"> <tbody> <tr> <td data-bbox="759 936 1343 985"></td> <td data-bbox="759 936 1343 985">\$10,516 for Coastal Waste Transfer Station Upgrades</td> </tr> <tr> <td data-bbox="759 985 1343 1057"></td> <td data-bbox="759 985 1343 1057">\$7,507 for Coastal Cemetary Upgrades</td> </tr> </tbody> </table>		\$10,516 for Coastal Waste Transfer Station Upgrades		\$7,507 for Coastal Cemetary Upgrades								
	\$10,516 for Coastal Waste Transfer Station Upgrades												
	\$7,507 for Coastal Cemetary Upgrades												
 Civic Leadership	The following items were achieved during the financial year that support the Integrated Strategic Plan												
<ul style="list-style-type: none"> • Forward planning and implementation of plans to achieve community priorities • Shire communication is regular, clear and transparent • Skilled and well supported team 	<table border="1"> <tbody> <tr> <td data-bbox="759 1180 1343 1229"></td> <td data-bbox="759 1180 1343 1229">\$403,116 for staff housing to aid staff retention</td> </tr> <tr> <td data-bbox="759 1229 1343 1279"></td> <td data-bbox="759 1229 1343 1279">\$59,324 for Coorow and Leeman Depot Upgrades</td> </tr> <tr> <td data-bbox="759 1279 1343 1350"></td> <td data-bbox="759 1279 1343 1350">\$31,671 for upgrades to Coorow and Leeman Administration Offices</td> </tr> <tr> <td data-bbox="759 1350 1343 1426"></td> <td data-bbox="759 1350 1343 1426">\$27,662 for Coastal Foreshore Plan/Wind Rating Assessment</td> </tr> </tbody> </table>		\$403,116 for staff housing to aid staff retention		\$59,324 for Coorow and Leeman Depot Upgrades		\$31,671 for upgrades to Coorow and Leeman Administration Offices		\$27,662 for Coastal Foreshore Plan/Wind Rating Assessment				
	\$403,116 for staff housing to aid staff retention												
	\$59,324 for Coorow and Leeman Depot Upgrades												
	\$31,671 for upgrades to Coorow and Leeman Administration Offices												
	\$27,662 for Coastal Foreshore Plan/Wind Rating Assessment												
 Economy	The following items were achieved during the financial year that support the Integrated Strategic Plan												
<ul style="list-style-type: none"> • Growing our local economy • Diversity of employment opportunities available • Safe and efficient transport network • Visitors have a positive experience across our communities 	<table border="1"> <tbody> <tr> <td data-bbox="759 1536 1343 1608"></td> <td data-bbox="759 1536 1343 1608">\$152,100 for Dynamite Bay Rotunda/Shelters & Ablutions Upgrade</td> </tr> <tr> <td data-bbox="759 1608 1343 1657"></td> <td data-bbox="759 1608 1343 1657">\$347,490 for Dee Street Jetty Upgrades</td> </tr> <tr> <td data-bbox="759 1657 1343 1706"></td> <td data-bbox="759 1657 1343 1706">\$62,755 Coorow Aquatic Centre Carpark Sealing</td> </tr> <tr> <td data-bbox="759 1706 1343 1756"></td> <td data-bbox="759 1706 1343 1756">\$2,265,727 for road maintenance and construction</td> </tr> <tr> <td data-bbox="759 1756 1343 1805"></td> <td data-bbox="759 1756 1343 1805">\$98,224 for Coorow War Memorial</td> </tr> <tr> <td data-bbox="759 1805 1343 1836"></td> <td data-bbox="759 1805 1343 1836">\$27,662 for Leeman Foreshore Upgrades</td> </tr> </tbody> </table>		\$152,100 for Dynamite Bay Rotunda/Shelters & Ablutions Upgrade		\$347,490 for Dee Street Jetty Upgrades		\$62,755 Coorow Aquatic Centre Carpark Sealing		\$2,265,727 for road maintenance and construction		\$98,224 for Coorow War Memorial		\$27,662 for Leeman Foreshore Upgrades
	\$152,100 for Dynamite Bay Rotunda/Shelters & Ablutions Upgrade												
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	\$2,265,727 for road maintenance and construction												
	\$98,224 for Coorow War Memorial												
	\$27,662 for Leeman Foreshore Upgrades												



Good Governance & Effective Organisation

Integrated Planning & Reporting

In compliance with legislation, the Council has implemented the following plans to continuously enhance services and facilities within the Shire of Coorow:

- Integrated Strategic Plan
(Incorporates the Strategic Community Plan & our Corporate Business Plan)
- Long Term Financial Plan
- Asset Management Plan
- Workforce Plan

Freedom of Information

The Shire of Coorow adheres to the provisions of the *Freedom of Information Act 1992 (the Act)*.

During the 2024/2025 year there were no Freedom of Information requests submitted.

Customer Service

The Administration offices of the Shire of Coorow serve as the primary destination for all Shire services within the district. With locations in both Coorow and Leeman, our Customer Service team is available to assist with any Shire-related inquiries.

The Customer Service Charter serves as a crucial guiding document for all customer service functions, and the Shire consistently strives to deliver exceptional customer service to all clients. Further details can be found on our website or at our administration offices.

Disability Access & Inclusion Plan

The *Western Australia Disability Services Act 1993* requires all Local Governments to develop and implement a Disability Access and Inclusion Plan (DIAP) to ensure that people with disabilities have equal access to its facilities and services.

The Shire of Coorow aims to improve accessibility and inclusiveness for people with disability and their carers/families through the strategies outline in the *Disability Access and Inclusion Plan (DAIP) 2024-2029*. The Shire's DAIP is a statutory requirement of the State Government under *The Disability Services Act 1993*, amended 2004. Council's Disability Access and Inclusion Plan reinforces Council's commitment to ensuring equitable access for people of lesser physical abilities.

Public Interest Disclosures

The Deputy Chief Executive Officer is appointed as Council's Public Interest Disclosure Officer under the *Public Interest Disclosure Act 2003*.

This legislation is often referred to as the "whistleblowers" Act and provides for the reporting of serious wrongdoing within the State public sector and local government as well as providing the mechanism for responding to reports.

No Public Interest Disclosures were received by the Shire during 2024/2025.

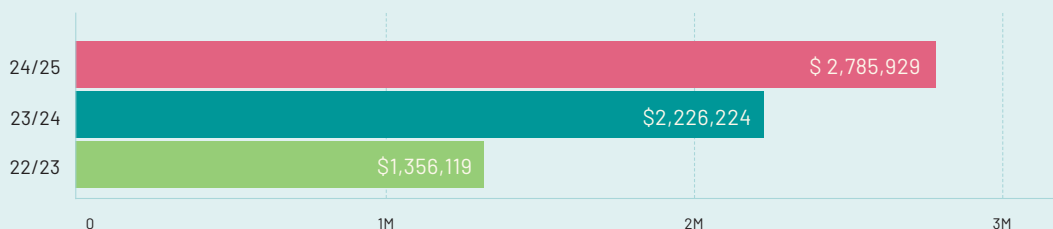
The 2024/2025 budget included the following key capital projects:

Below is the actual expenditure on these projects for this financial year. Projects were funded by own-source revenue, Regional Road Group, Grain Freight, Roads to Recovery, LRCI funding, and Tropical Cyclone Seroja funding.

Project	2024/2025 Expenditure
Road Infrastructure	Total \$2,134,513
Wubin-Gunyidi Road	\$934,126
Coorow-Latham Road	\$485,220
Coorow-Greenhead Road	\$445,556
Nobel Road	\$269,611
Other Infrastructure	Total \$681,990
Upgrades to Dee Street Jetty	\$347,490
Footpaths (Jones, Main and Station Streets)	\$182,400
Upgrades to Dynamite Bay Routunda/Shelters & Ablutions	\$152,100
Land & Building	Total \$895,682
Staff Housing Repairs and Renovations	\$403,116
Upgrades to Leeman Recreation Centre Ablutions	\$227,520
Upgrades to the Coorow Hall	\$166,822
Upgrades to Coorow War Memorial	\$98,224
Plant & Equipment	Total \$1,504,802
Grader	\$427,727
Prime Mover	\$387,735
Loader	\$328,340
Backhoe	\$194,000
Skid Steer Loader	\$167,000

Capital Grants, Subsidies and Contributions

In accordance with *Local Government Act S 5.53 (2)(i)* and the *Local Government Admin Regulations 19BE* Council have received the following Capital grants, subsidies and contributions to replace and renew Shire assets:



Recordkeeping Plan

The Shire of Coorow is required under the *State Records Act 2000* to provide an annual report, as outlined in the Record-Keeping Plan.

All communications to and from the Shire are stored electronically, ensuring an important information source is secure and accessible to all staff and information is captured in accordance with the Principles and Standards of the State Records Act.

Council continues to implement Council’s Recordkeeping Plan and train Council staff in the use of Council’s record keeping plan. During the induction of new employees, Council’s roles and responsibilities are outlined regarding compliance with Council’s Record-Keeping Plan.

The Shire’s current Recordkeeping Plan is up for renewal, and updates are being undertaken in the 2024/25 year.

National Competition Policy

In 1995, the Council of Australian Government entered into a number of agreements collectively known as the National Competition Policy. The policy is a whole of Government approach to bring about reform in the public sector to encourage Government to become more competitive. Local Government will mainly be affected where it operates significant business activities (apply to activities that generate a user pays income of over \$200,000 per annum, unless it can be shown it is not in the public interest) which compete with private sector business. Local Government will also be impacted where its local laws unnecessarily affect competition.

In respect to Council’s responsibilities in relation to National Competition Policy the Shire of Coorow reports that no business enterprise of the Shire has been classified by the Australian Bureau of Statistics as either a Public Trading Enterprise or a Public Financial Enterprise.

Competitive neutrality has not applied to any activities undertaken by the Shire in this reporting period. No allegations of non-compliance with the competitive neutrality principles have been made by any private entity.

Register of Minor Complaints

Section 5.121 of the *Local Government Act 1995* (*Register of certain complaints of minor breaches*) requires the Complaints Officer for each Local Government to maintain a register of complaints which records all complaints that result in action under Section 5.110 (6)(b) or (c) of the Act (*Conduct of Certain Officials*).

Section 5.53 (2)(hb) requires that details of entries made under Section 5.121 during the financial year in the register of complaints, including –

- i. the number of complaints recorded in the register of complaints; and
- ii. How the recorded complaints were dealt with; be included in the Annual Report of Council.

The Shire of Coorow received no complaints during the 2024/2025 year.

Gift Register

Elected members and employees of the Shire are to disclose any gift or contribution to travel received over \$200.00 in writing to the Chief Executive Officer within 10 days of receipt.

The Chief Executive Officer keeps a register of gifts which is made available on the Shire’s website during the year. The register is also available for public inspection at the Shire’s Administration office.

Employee Remuneration

Section 5.53 (2)(g) of the *Local Government Act 1995* and *Clause 19B* of the *Local Government (Administration) Regulations 1996*, requires Council to disclose information regarding the number of employees entitled to an annual salary of \$130,000 or more and to identify this in increments of \$10,000. For the period under review, the Shire of Coorow had three employees whose salary exceeded \$130,000 as follows;

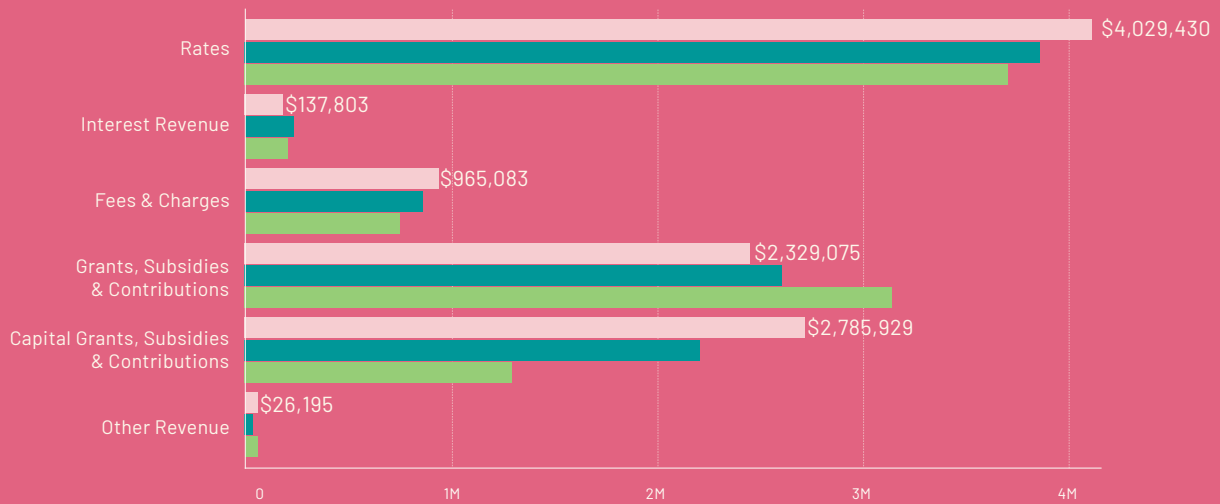
Salary Band	No. Employee’s
\$250,000 to \$259,999	1
\$160,000 to \$169,999	2

Financials

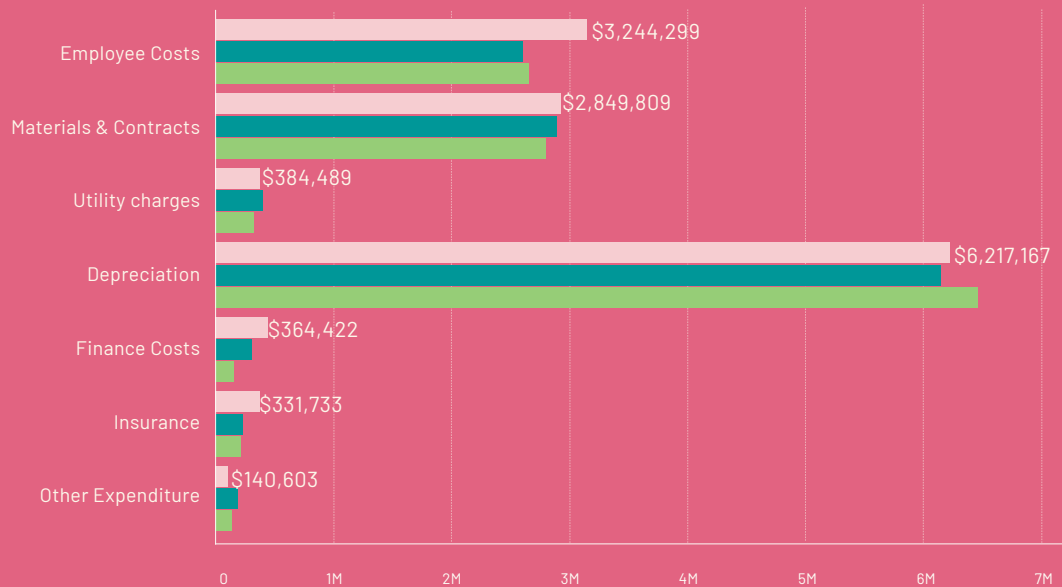
Comparison by Years



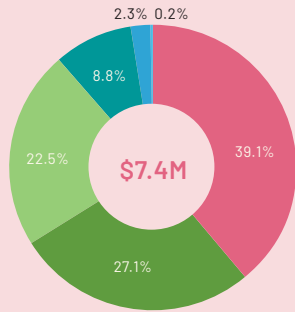
Operating Revenue



Operating Expenditure



At a Glance...

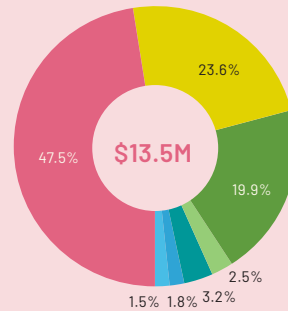


Total Operating Revenue

- Rates
- Capital Grants, Subsidies & Contributions
- Grants, Subsidies & Contributions
- Fees & Charges
- Interest Revenue
- Other Revenue

Total Operating Expenditure

- Depreciation
- Employee Costs
- Materials & Contracts
- Finance Costs
- Utility Charges
- Insurance
- Other Expenditure



Total Grant Funding



Capital Works Program Delivered



Income from Rates & Charges



Costs for 50 Employees



Cash & Investments



Council Borrowings

Annual Financial Statements



SHIRE OF COOROW
FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2025

Statement by CEO	30
Statement of comprehensive income	31
Statement of financial position	32
Statement of changes in equity	33
Statement of cash flows	34
Statement of financial activity	35
Index of notes to the financial report	36
Independent auditor's report	

The Shire of Coorow conducts the operations of a local government with the following community vision:

The Shire will be a sustainable, progressive, desirable and caring community, which recognises and values its diversity

Principal place of business:
22 - 26 Main Street
COOROW WA 6515

**SHIRE OF COOROW
FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2025**

*Local Government Act 1995
Local Government (Financial Management) Regulations 1996*

Statement by CEO

The accompanying financial report of the Shire of Coorow has been prepared in compliance with the provisions of the *Local Government Act 1995* from proper accounts and records to present fairly the financial transactions for the reporting period ended 30 June 2025 and the financial position as at 30 June 2025.

At the date of signing this statement the particulars included in the financial report are not misleading or inaccurate.

Signed on the _____ day of _____ 2026

CEO

Name of CEO



**SHIRE OF COOROW
STATEMENT OF COMPREHENSIVE INCOME
FOR THE YEAR ENDED 30 JUNE 2025**

	Note	2025 Actual \$	2025 Budget \$	2024 Actual \$
Revenue				
Rates	2(a),25	4,029,430	4,059,827	3,863,968
Grants, subsidies and contributions	2(a)	2,329,075	1,825,661	2,678,503
Fees and charges	2(a)	965,083	860,440	868,341
Interest revenue	2(a)	137,803	73,648	226,891
Other revenue	2(a)	26,195	26,250	23,024
		<u>7,487,586</u>	<u>6,845,826</u>	<u>7,660,727</u>
Expenses				
Employee costs	2(b)	(3,244,299)	(2,353,166)	(2,594,294)
Materials and contracts		(2,849,809)	(3,574,028)	(3,070,995)
Utility charges		(384,489)	(473,465)	(411,026)
Depreciation		(6,217,167)	(6,890,400)	(6,178,912)
Finance costs	2(b)	(364,422)	(318,490)	(328,288)
Insurance		(331,773)	(309,735)	(239,247)
Other expenditure	2(b)	(140,603)	(176,355)	(196,380)
		<u>(13,532,562)</u>	<u>(14,095,639)</u>	<u>(13,019,142)</u>
		<u>(6,044,976)</u>	<u>(7,249,813)</u>	<u>(5,358,415)</u>
Capital grants, subsidies and contributions	2(a)	2,785,929	3,798,201	2,226,224
Profit on asset disposals		34,299	10,829	200,025
Loss on asset disposals		(61,260)	(147,235)	(3,781)
Fair value adjustments to financial assets at fair value through profit or loss	4(b)	(2,663)	1,500	1,261
		<u>2,756,305</u>	<u>3,663,295</u>	<u>2,423,729</u>
Deficit for the period		(3,288,671)	(3,586,518)	(2,934,686)
Total comprehensive income for the period		(3,288,671)	(3,586,518)	(2,934,686)

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



SHIRE OF COOROW
STATEMENT OF FINANCIAL POSITION
AS AT 30 JUNE 2025

	Note	2025	2024
		\$	\$
CURRENT ASSETS			
Cash and cash equivalents	3	1,985,323	7,031,891
Trade and other receivables	5	411,009	244,195
Other financial assets	4(a)	26,469	25,675
Inventories	6	10,938	37,311
Other assets	7	1,906,228	493,039
TOTAL CURRENT ASSETS		4,339,967	7,832,111
NON-CURRENT ASSETS			
Trade and other receivables	5	18,934	13,456
Other financial assets	4(b)	129,526	158,658
Property, plant and equipment	8	22,197,089	20,879,576
Infrastructure	9	104,920,222	106,779,422
Right-of-use assets	11(a)	4,413	7,063
TOTAL NON-CURRENT ASSETS		127,270,184	127,838,175
TOTAL ASSETS		131,610,151	135,670,286
CURRENT LIABILITIES			
Trade and other payables	12	896,506	914,291
Capital grant/contributions liabilities	13	144,786	578,891
Lease liabilities	11(b)	3,420	2,633
Borrowings	14	232,960	221,646
Employee related provisions	15	304,418	371,054
TOTAL CURRENT LIABILITIES		1,582,090	2,088,515
NON-CURRENT LIABILITIES			
Lease liabilities	11(b)	2,830	6,250
Borrowings	14	5,621,588	5,854,548
Employee related provisions	15	31,644	60,303
TOTAL NON-CURRENT LIABILITIES		5,656,062	5,921,101
TOTAL LIABILITIES		7,238,152	8,009,616
NET ASSETS		124,371,999	127,660,670
EQUITY			
Retained surplus / (deficit)		(14,761,018)	(12,288,237)
Reserve accounts	28	1,702,825	2,518,715
Revaluation surplus	16	137,430,192	137,430,192
TOTAL EQUITY		124,371,999	127,660,670

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



**SHIRE OF COOROW
STATEMENT OF CHANGES IN EQUITY
FOR THE YEAR ENDED 30 JUNE 2025**

	Note	Retained surplus / (deficit) \$	Reserve accounts \$	Revaluation surplus \$	Total equity \$
Balance as at 1 July 2023		(8,987,356)	2,152,520	137,430,192	130,595,356
Comprehensive income for the period					
Net result for the period		(2,934,686)	0	0	(2,934,686)
Total comprehensive income for the period		(2,934,686)	0	0	(2,934,686)
Transfers from reserve accounts	28	415,000	(415,000)	0	0
Transfers to reserve accounts	28	(781,195)	781,195	0	0
Balance as at 30 June 2024		(12,288,237)	2,518,715	137,430,192	127,660,670
Comprehensive income for the period					
Net result for the period		(3,288,671)	0	0	(3,288,671)
Total comprehensive income for the period		(3,288,671)	0	0	(3,288,671)
Transfers from reserve accounts	28	950,000	(950,000)	0	0
Transfers to reserve accounts	28	(134,110)	134,110	0	0
Balance as at 30 June 2025		(14,761,018)	1,702,825	137,430,192	124,371,999

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



**SHIRE OF COOROW
STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED 30 JUNE 2025**

Note	2025 Actual \$	2024 Actual \$
CASH FLOWS FROM OPERATING ACTIVITIES		
Receipts		
Rates	3,922,249	3,883,383
Grants, subsidies and contributions	2,300,306	3,260,501
Fees and charges	965,083	868,341
Interest revenue	137,803	226,891
Goods and services tax received	350,000	594,014
Other revenue	26,195	23,024
	<u>7,701,636</u>	<u>8,856,154</u>
Payments		
Employee costs	(3,251,935)	(2,558,184)
Materials and contracts	(4,378,411)	(3,400,160)
Utility charges	(384,489)	(411,026)
Finance costs	(364,422)	(328,288)
Insurance paid	(331,773)	(239,247)
Goods and services tax paid	(350,000)	(594,014)
Other expenditure	(140,603)	(196,380)
	<u>(9,201,633)</u>	<u>(7,727,299)</u>
Net cash provided by (used in) operating activities	(1,499,997)	1,128,855
CASH FLOWS FROM INVESTING ACTIVITIES		
Payments for purchase of property, plant & equipment	8(a) (3,117,762)	(2,321,699)
Payments for construction of infrastructure	9(a) (2,936,202)	(2,752,622)
Proceeds from capital grants, subsidies and contributions	2,351,824	2,226,224
Proceeds from financial assets at amortised cost - self-supporting loans	25,675	29,905
Proceeds from sale of property, plant & equipment	354,173	654,497
Net cash (used in) investing activities	(3,322,292)	(2,163,695)
CASH FLOWS FROM FINANCING ACTIVITIES		
Repayment of borrowings	27(a) (221,646)	(210,892)
Payments for principal portion of lease liabilities	27(c) (2,633)	(2,021)
Net cash (used in) financing activities	(224,279)	(212,913)
Net (decrease) in cash held	(5,046,568)	(1,247,753)
Cash at beginning of year	7,031,891	8,279,644
Cash and cash equivalents at the end of the year	<u>1,985,323</u>	<u>7,031,891</u>

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



SHIRE OF COOROW
STATEMENT OF FINANCIAL ACTIVITY
FOR THE YEAR ENDED 30 JUNE 2025

Note	2025 Actual \$	2025 Budget \$	2024 Actual \$
OPERATING ACTIVITIES			
Revenue from operating activities			
	4,015,490	4,043,769	3,848,614
	13,940	16,058	15,354
25	2,329,075	1,825,661	2,678,503
	965,083	860,440	868,341
	137,803	73,648	226,891
	26,195	26,250	23,024
	34,299	10,829	200,025
	(2,663)	1,500	1,261
4(b)	7,519,222	6,858,155	7,862,013
Expenditure from operating activities			
	(3,244,299)	(2,353,166)	(2,594,294)
	(2,849,809)	(3,574,028)	(3,070,995)
	(384,489)	(473,465)	(411,026)
	(6,217,167)	(6,890,400)	(6,178,912)
	(364,422)	(318,490)	(328,288)
	(331,773)	(309,735)	(239,247)
	(140,603)	(176,355)	(196,380)
	(61,260)	(147,235)	(3,781)
	(13,593,822)	(14,242,874)	(13,022,923)
	Non-cash amounts excluded from operating activities		
26(a)	6,212,654	7,019,639	5,984,719
	Amount attributable to operating activities		
	138,054	(365,080)	823,809
INVESTING ACTIVITIES			
Inflows from investing activities			
	2,785,929	3,798,201	2,226,224
	354,173	365,168	654,497
	25,675	25,675	29,905
27(a)	3,165,777	4,189,044	2,910,626
Outflows from investing activities			
	(3,117,762)	(4,526,175)	(2,321,699)
8(a)	(2,936,202)	(3,740,344)	(2,752,622)
9(a)	(6,053,964)	(8,266,519)	(5,074,321)
	Amount attributable to investing activities		
	(2,888,187)	(4,077,475)	(2,163,695)
FINANCING ACTIVITIES			
Inflows from financing activities			
	950,000	973,314	415,000
28	950,000	973,314	415,000
Outflows from financing activities			
	(221,646)	(221,646)	(210,892)
27(a)	(2,633)	(2,633)	(2,021)
27(c)	(134,110)	(104,100)	(781,195)
28	(358,389)	(328,379)	(994,108)
	Amount attributable to financing activities		
	591,611	644,935	(579,108)
MOVEMENT IN SURPLUS OR DEFICIT			
	Surplus or deficit at the start of the financial year		
26(b)	3,608,538	3,797,620	5,527,532
	Amount attributable to operating activities	(365,080)	823,809
	Amount attributable to investing activities	(2,888,187)	(2,163,695)
	Amount attributable to financing activities	591,611	(579,108)
26(b)	Surplus or deficit after imposition of general rates	0	3,608,538

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



**SHIRE OF COOROW
FOR THE YEAR ENDED 30 JUNE 2025
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SHIRE OF COOROW
 NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
 FOR THE YEAR ENDED 30 JUNE 2025

1. BASIS OF PREPARATION

The financial report of the Shire of Coorow which is a Class 4 local government comprises general purpose financial statements which have 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 *Local Government Act 1995*, 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 except for disclosure requirements of:

- AASB 7 Financial Instruments Disclosures
- AASB 16 Leases paragraph 58
- AASB 101 Presentation of Financial Statements paragraph 61
- AASB 107 Statement of Cash Flows paragraphs 43 and 45
- AASB 116 Property, Plant and Equipment paragraph 79
- AASB 137 Provisions, Contingent Liabilities and Contingent Assets paragraph 85
- AASB 140 Investment Property paragraph 75(f)
- AASB 1052 Disaggregated Disclosures paragraph 11
- AASB 1054 Australian Additional Disclosures paragraph 16

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 Leases which would have required the Shire to measure any vested improvements at zero cost.

The *Local Government (Financial Management) Regulations 1996* provide that:

- land and buildings classified as property, plant and equipment; or
- infrastructure; or
- vested improvements that the local government controls; and measured at reportable value, are only required to be revalued every five years. Revaluing these non-financial assets every five years is a departure from AASB 116 Property, Plant and Equipment, which would have required the Shire to assess at each reporting date whether the carrying amount of the above mentioned non-financial assets materially differs from their fair value and, if so, revalue the class of non-financial assets.

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.

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 that are believed to be reasonable under the circumstances; the results of which form the basis of making the judgements about carrying amounts 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 - note 8
 - Infrastructure - note 9
- Expected credit losses on financial assets - note 5
- Measurement of employee benefits - note 15

Fair value hierarchy information can be found in note 24.

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.

Initial application of accounting standards
 During the current year, the following new or revised Australian Accounting Standards and Interpretations were applied for the first time:

- AASB 2020-1 Amendments to Australian Accounting Standards - Classification of Liabilities as Current or Non-current
- AASB 2022-5 Amendments to Australian Accounting Standards - Lease Liability in a Sale and Leaseback
- AASB 2022-6 Amendments to Australian Accounting Standards - Non-current Liabilities with Covenants
- AASB 2023-3 Amendments to Australian Accounting Standards - Disclosure of Non-current Liabilities with Covenants: Tier 2
- AASB 2024-1 Amendments to Australian Accounting Standards - Supplier Finance Arrangements: Tier 2 Disclosures
- AASB 2023-1 Amendments to Australian Accounting Standards - Supplier Finance Arrangements

These amendments are not expected to have any material impact on the financial report on initial application.

- AASB 2022-10 Amendments to Australian Accounting Standards - Fair Value Measurement of Non-Financial Assets of Not-for-Profit Public Sector Entities

The Shire will apply AASB 2022-10 prospectively in the year of revaluation for relevant assets.

New accounting standards for application in future years
 The following new accounting standards will have application to local government in future years:

- AASB 2014-10 Amendments to Australian Accounting Standards - Sale or Contribution of Assets between an Investor and its Associate or Joint Venture
- AASB 2024-4b Amendments to Australian Accounting Standards - Effective Date of Amendments to AASB 10 and AASB 128 [deferred AASB 10 and AASB 128 amendments in AASB 2014-10 apply]
- AASB 2022-9 Amendments to Australian Accounting Standards - Insurance Contracts in the Public Sector
- AASB 2023-5 Amendments to Australian Accounting Standards - Lack of Exchangeability
- AASB 18 (FP) Presentation and Disclosure in Financial Statements - (Appendix D) [for for-profit entities]
- AASB 18 (NFP/super) Presentation and Disclosure in Financial Statements - (Appendix D) [for not-for-profit and superannuation entities]
- AASB 2024-2 Amendments to Australian Accounting Standards - Classification and Measurement of Financial Instruments
- AASB 2024-3 Amendments to Australian Accounting Standards - Annual Improvements Volume 11

These amendments are not expected to have any material impact on the financial report on initial application.

SHIRE OF COOROW
 NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
 FOR THE YEAR ENDED 30 JUNE 2025

2. REVENUE AND EXPENSES

(a) Revenue

Contracts with customers

Recognition of revenue is dependant on the source of revenue and the associated terms and conditions associated with each source of revenue and recognised as follows:

Revenue category	Nature of goods and services	When obligations typically satisfied	Payment terms	Returns/refunds/warranties	Timing of revenue recognition
Rates - general rates	General rates	Over time	Payment dates adopted by council during the year	None	When rates notice is issued
Grant contracts with customers	Community events, minor facilities, research, design, planning evaluation and services	Over time	Fixed terms transfer of funds based on agreed milestones and reporting	Contract obligation if project not complete	Output method based on project milestones and/or completion date matched to performance obligations as inputs are shared
Grants, subsidies or contributions for the construction of non-financial assets	Construction or acquisition of recognisable non-financial assets to be controlled by the local government	Over time	Fixed terms transfer of funds based on agreed milestones and reporting	Contract obligation if project not complete	Output method based on project milestones and/or completion date matched to performance obligations as inputs are shared
Fees and charges - licences, registrations, approvals	Building, planning, development and animal management, having the same nature as a licence regardless of naming	Single point in time	Full payment prior to issue	None	On payment of the licence, registration or approval
Fees and charges - pool inspections	Compliance safety check	Single point in time	Equal proportion based on an equal annually fee	None	When rates notice is issued
Fees and charges - other inspections	Regulatory food, health and safety	Single point in time	Full payment prior to inspection	None	Revenue recognised after inspection event occurs
Fees and charges - waste management collections	Kerbside collection service	Over time	Payment on an annual basis in advance	None	Output method based on regular weekly and fortnightly period as proportionate to collection service
Fees and charges - memberships	Pool and Gym membership	Over time	Payment in full in advance	None	Output method over six months matched to access right
Fees and charges for other goods and services	Cemetery services, library fees, reinstatements and private works	Single point in time	Payment in full in advance	None	Output method based on provision of service or complete of works
Fees and charges - fines	Fines issued for breaches of local laws	Single point in time	Payment in full within defined time	None	When fine notice is issued
Other revenue - commissions	Commissions on licencing	Over time	Payment in full on sale	None	When assets are controlled
Other revenue - reimbursements	Insurance claims	Single point in time	Payment in arrears for claimable event	None	When claim is agreed

Consideration from contracts with customers is included in the transaction price.

**SHIRE OF COOROW
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2025**

2. REVENUE AND EXPENSES (Continued)

Revenue recognition

Rate revenue was recognised from the rate record as soon as practicable after the Shire resolved to impose rates in the financial year as well as when the rate record was amended to ensure the information in the record was current and correct.

Revenue recognised during the year under each basis of recognition by nature of goods or services is provided in the table below:

Nature	For the year ended 30 June 2025				
	Contracts with customers	Capital grant/contributions	Statutory requirements	Other	Total
	\$	\$	\$	\$	\$
Rates	0	0	4,029,430	0	4,029,430
Grants, subsidies and contributions	2,208,202	0	0	120,873	2,329,075
Fees and charges	796,150	0	36,921	132,012	965,083
Interest revenue	0	0	51,797	86,006	137,803
Other revenue	0	0	0	26,195	26,195
Capital grants, subsidies and contributions	0	2,785,929	0	0	2,785,929
Total	3,004,352	2,785,929	4,118,148	365,086	10,273,515

Nature	For the year ended 30 June 2024				
	Contracts with customers	Capital grant/contributions	Statutory requirements	Other	Total
	\$	\$	\$	\$	\$
Rates	0	0	3,863,968	0	3,863,968
Grants, subsidies and contributions	2,631,428	0	0	47,075	2,678,503
Fees and charges	721,231	0	18,939	128,171	868,341
Interest revenue	0	0	48,333	178,558	226,891
Other revenue	0	0	20,302	2,722	23,024
Capital grants, subsidies and contributions	0	2,205,224	0	21,000	2,226,224
Total	3,352,659	2,205,224	3,951,542	377,526	9,886,951

SHIRE OF COOROW
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2025

2. REVENUE AND EXPENSES (Continued)

(a) Revenue (Continued)	Note	2025 Actual \$	2024 Actual \$
Interest revenue			
Financial assets at amortised cost - self-supporting loans		3,518	4,290
Interest on reserve account		30,009	71,095
Trade and other receivables overdue interest		48,248	43,500
Other interest revenue		56,028	108,006
		137,803	226,891
The 2025 original budget estimate in relation to: Trade and other receivables overdue interest was \$0.			
Fees and charges relating to rates receivable			
Charges on instalment plan		5,913	4,780
The 2025 original budget estimate in relation to: Charges on instalment plan was \$5,000			
(b) Expenses			
Auditors remuneration			
- Audit of the Annual Financial Report		50,500	35,140
- Other services – grant acquittals		4,314	4,000
		54,814	39,140
Employee Costs			
Employee benefit costs		2,528,397	1,995,982
Other employee costs		715,902	598,312
		3,244,299	2,594,294
Finance costs			
Interest and financial charges paid/payable for lease liabilities and financial liabilities not at fair value through profit or loss		364,422	328,288
		364,422	328,288
Other expenditure			
Sundry Expenses include the following expenses -			
Members Expenses - includes allowances, training and development		109,965	127,807
Volunteer BFB Expenses - includes uniforms, vehicle and building maintenance		9,308	25,016
Loan Expenses - Guarantee Fee		21,330	43,557
		140,603	196,380

**SHIRE OF COOROW
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2025**

3. CASH AND CASH EQUIVALENTS

Note	2025 \$	2024 \$
Cash at bank and on hand	1,985,323	7,031,891
Total cash and cash equivalents	1,985,323	7,031,891
Held as		
- Unrestricted cash and cash equivalents	(652,288)	2,896,077
- Restricted cash and cash equivalents	17 2,637,611	4,135,814
	1,985,323	7,031,891

MATERIAL ACCOUNTING POLICIES

Cash and cash equivalents

Cash and cash equivalents include cash on hand, cash at bank, deposits available on demand with banks and other short term highly liquid investments 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 financial position.

Term deposits are presented as cash equivalents if they have a maturity date of three months or less from the date of acquisition and are repayable with 24 hours notice with no loss of interest.

Restricted financial assets

Restricted financial asset balances are not available for general use by the local government due to externally imposed restrictions. Restrictions are specified in an agreement, contract or legislation. This applies to reserve accounts, unspent grants, subsidies and contributions and unspent loans that have not been fully expended in the manner specified by the contributor, legislation or loan agreement.

4. OTHER FINANCIAL ASSETS

Note	2025 \$	2024 \$
(a) Current assets		
Financial assets at amortised cost	26,469	25,675
	26,469	25,675
Other financial assets at amortised cost		
Self-supporting loans receivable	26,469	25,675
	26,469	25,675
Held as		
- Unrestricted other financial assets at amortised cost	26,469	25,675
	26,469	25,675
(b) Non-current assets		
Financial assets at amortised cost	69,811	96,280
Financial assets at fair value through profit or loss	59,715	62,378
	129,526	158,658
Financial assets at amortised cost		
Self-supporting loans receivable	69,811	96,280
	69,811	96,280
Financial assets at fair value through profit or loss		
Units in Local Government House Trust - opening balance	62,378	61,117
Movement attributable to fair value increment	(2,663)	1,261
Units in Local Government House Trust - closing balance	59,715	62,378

MATERIAL ACCOUNTING POLICIES

Other financial assets at amortised cost

The Shire 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.

Fair values of financial assets at amortised cost are not materially different to their carrying amounts, since the interest receivable on those assets is either close to current market rates or the assets are of a short term nature. Non-current financial assets at amortised cost fair values are based on discounted cash flows using a current market rates. They are classified as level 2 fair values in the fair value hierarchy (see Note 24 (i)) due to the observable market rates.

Interest received is presented under cashflows from operating activities in the Statement of Cash Flows where it is earned from financial assets that are held for cash management purposes.

Financial assets at fair value through profit or loss

The Shire classifies the following financial assets at fair value through profit or loss:

- debt investments which do not qualify for measurement at either amortised cost or fair value through other comprehensive income.
- equity investments which the Shire has elected to recognise as fair value gains and losses through profit or loss.

**SHIRE OF COOROW
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2025**

5. TRADE AND OTHER RECEIVABLES

Note	2025	2024
	\$	\$
Current		
Rates and statutory receivables	337,928	199,883
Trade receivables	58,469	44,312
Other receivables	14,612	0
	411,009	244,195
Non-current		
Rates and statutory receivables	18,934	13,456
	18,934	13,456

Disclosure of opening and closing balances related to contracts with customers

Information about receivables from contracts with customers along with financial assets and associated liabilities arising from transfers to enable the acquisition or construction of recognisable non-financial assets is:

Note	30 June 2025	30 June 2024	1 July 2023
	Actual	Actual	Actual
	\$	\$	\$
Contract assets	7 1,906,228	400,131	442,243
Total trade and other receivables from contracts with customers	1,906,228	400,131	442,243

MATERIAL ACCOUNTING POLICIES

Rates and statutory receivables

Rates and statutory receivables are non-contractual receivables arising from statutory requirements and include amounts due from ratepayers for unpaid rates and service charges and other statutory charges or fines.

Rates and statutory receivables are recognised when the taxable event has occurred and can be measured reliably.

Trade receivables

Trade receivables are amounts receivable from contractual arrangements with customers for goods sold, services performed or grants or contributions with sufficiently specific performance obligations or for the construction of recognisable non financial assets as part of the ordinary course of business.

Other receivables

Other receivables are amounts receivable from contractual arrangements with third parties other than contracts with customers and amounts received as grants for the construction of recognisable non-financial assets.

Measurement

Trade and other receivables are recognised initially at the amount of the transaction price, unless they contain a significant financing component, and are to be recognised at fair value.

Classification and subsequent measurement

Receivables which are generally due for settlement within 30 days except rates receivables which are expected to be 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 the effective interest rate method.

Due to the short term nature of current receivables, their carrying amount is considered to be the same as their fair value. Non-current receivables are indexed to inflation, any difference between the face value and fair value is considered immaterial.

6. INVENTORIES

Note	2025	2024
	\$	\$
Current		
Fuels & Oils	10,938	37,311
	10,938	37,311
The following movements in inventories occurred during the year:		
Balance at beginning of year	37,311	48,106
Inventories expensed during the year	(264,149)	(177,023)
Additions to inventory	237,776	166,228
Balance at end of year	10,938	37,311

MATERIAL ACCOUNTING POLICIES

General

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

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

**SHIRE OF COOROW
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2025**

7. OTHER ASSETS

	2025	2024
	\$	\$
Other assets - current		
Prepayments	0	92,908
Contract assets	1,906,228	400,131
	1,906,228	493,039

MATERIAL ACCOUNTING POLICIES

Other current assets

Other non-financial assets include prepayments which represent payments in advance of receipt of goods or services or that part of expenditure made in one accounting period covering a term extending beyond that period.

Contract assets

Contract assets primarily relate to the Shire's right to consideration for work completed but not billed at the end of the period.

SHIRE OF COOROW
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2025

8. PROPERTY, PLANT AND EQUIPMENT

(a) Movements in balances

Movement in the balances of each class of property, plant and equipment between the beginning and the end of the current financial year.

	Assets not subject to operating lease			Total property			Plant and equipment		Total property, plant and equipment
	Note	Land	Buildings	Land	Buildings	Work in progress	Total property	Plant and equipment	
		\$	\$	\$	\$	\$	\$	\$	\$
Balance at 1 July 2023		1,171,723	14,752,088	1,171,723	14,752,088	889,537	16,813,348	3,826,978	20,640,326
Additions		10,000	965,688	10,000	965,688	399,545	1,375,233	946,466	2,321,699
Disposals		(130,000)	(190,984)	(130,000)	(190,984)	0	(320,984)	(137,269)	(458,253)
Depreciation		0	(909,532)	0	(909,532)	0	(909,532)	(714,664)	(1,624,196)
Transfers		0	889,537	0	889,537	(889,537)	0	0	0
Balance at 30 June 2024		1,051,723	15,506,797	1,051,723	15,506,797	399,545	16,958,065	3,921,511	20,879,576
Comprises:									
Gross balance amount at 30 June 2024		1,051,723	17,222,124	1,051,723	17,222,124	399,545	18,673,392	6,922,270	25,595,662
Accumulated depreciation at 30 June 2024		0	(1,715,327)	0	(1,715,327)	0	(1,715,327)	(3,000,759)	(4,716,086)
Balance at 30 June 2024	8(b)	1,051,723	15,506,797	1,051,723	15,506,797	399,545	16,958,065	3,921,511	20,879,576
Additions		0	1,611,798	0	1,611,798	0	1,611,798	1,505,964	3,117,762
Disposals		(21,099)	0	(21,099)	0	0	(21,099)	(360,035)	(381,134)
Depreciation		0	(776,500)	0	(776,500)	0	(776,500)	(642,615)	(1,419,115)
Transfers		0	399,545	0	399,545	(399,545)	0	0	0
Balance at 30 June 2025		1,030,624	16,741,640	1,030,624	16,741,640	0	17,772,264	4,424,825	22,197,089
Comprises:									
Gross balance amount at 30 June 2025		1,030,624	19,233,467	1,030,624	19,233,467	0	20,264,091	7,720,233	27,984,324
Accumulated depreciation at 30 June 2025		0	(2,491,827)	0	(2,491,827)	0	(2,491,827)	(3,295,408)	(5,787,235)
Balance at 30 June 2025	8(b)	1,030,624	16,741,640	1,030,624	16,741,640	0	17,772,264	4,424,825	22,197,089

SHIRE OF COOROW
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2025

8. PROPERTY, PLANT AND EQUIPMENT (Continued)

(b) Carrying amount measurements

Asset class	Note	Carrying amount 2025	Carrying amount 2024	Fair value hierarchy	Valuation technique	Basis of valuation	Date of last valuation	Inputs used
(i) Fair value - as determined at the last valuation date								
Land and buildings								
Land - market value		1,030,624	1,051,723	2	Market approach using recent observable market data for similar properties	Independent Expert Valuation	June 2022	Price per hectare/market borrowing rate
Total land	8(a)	1,030,624	1,051,723					
Buildings - non specialised		3,109,454	2,828,091	2	Market approach using recent observable market data for similar properties	Independent Expert Valuation	June 2022	Price per square metres/market borrowing rate
Buildings - specialised		13,632,186	12,678,706	3	Cost approach using current replacement cost	Independent Expert Valuation	June 2022	Construction costs and current condition (Level 2), residual values and remaining useful life assessments (Level 3) inputs
Total buildings	8(a)	16,741,640	15,506,797					
(ii) Cost								
Plant and equipment					Cost approach	NA	NA	Purchase Cost

SHIRE OF COOROW
 NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
 FOR THE YEAR ENDED 30 JUNE 2025

9. INFRASTRUCTURE

(a) Movements in balances

Movement in the balances of each class of infrastructure between the beginning and the end of the current financial year.

	Infrastructure - Roads	Infrastructure - Footpaths	Infrastructure - Drainage	Infrastructure - Others	Infrastructure - Work in Progress	Total Infrastructure
	\$	\$	\$	\$	\$	\$
Balance at 1 July 2023	95,073,826	1,577,107	1,881,701	5,970,731	4,075,494	108,578,859
Additions	1,477,166	0	0	1,275,456	0	2,752,622
Depreciation	(3,851,990)	(26,121)	(39,491)	(634,457)	0	(4,552,059)
Transfers	86,958	0	0	3,988,536	(4,075,494)	0
Balance at 30 June 2024	92,785,960	1,550,986	1,842,210	10,600,266	0	106,779,422
Comprises:						
Gross balance at 30 June 2024	115,774,514	1,962,812	2,537,411	11,669,618	0	131,944,355
Accumulated depreciation at 30 June 2024	(22,988,554)	(411,826)	(695,201)	(1,069,352)	0	(25,164,933)
Balance at 30 June 2024	92,785,960	1,550,986	1,842,210	10,600,266	0	106,779,422
Additions	2,624,807	182,400	0	128,995	0	2,936,202
Depreciation	(3,904,093)	(31,210)	(56,330)	(803,769)	0	(4,795,402)
Balance at 30 June 2025	91,506,674	1,702,176	1,785,880	9,925,492	0	104,920,222
Comprises:						
Gross balance at 30 June 2025	118,399,321	2,145,211	2,537,411	11,798,613	0	134,880,556
Accumulated depreciation at 30 June 2025	(26,892,647)	(443,035)	(751,531)	(1,873,121)	0	(29,960,334)
Balance at 30 June 2025	91,506,674	1,702,176	1,785,880	9,925,492	0	104,920,222

**SHIRE OF COOROW
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2025**

9. INFRASTRUCTURE (Continued)

(b) Carrying amount measurements

Asset class - as determined at the last valuation date	Fair value hierarchy	Valuation technique	Basis of valuation	Date of last valuation	Inputs used
Infrastructure - Roads	3	Cost approach using depreciated replacement cost	Management Valuation	June 2023	Construction costs and current condition (Level 2), residual values and remaining useful life assessments (Level 3) inputs.
Infrastructure - Footpaths	3	Cost approach using depreciated replacement cost	Management Valuation	June 2023	Construction costs and current condition (Level 2), residual values and remaining useful life assessments (Level 3) inputs.
Infrastructure - Drainage	3	Cost approach using depreciated replacement cost	Management Valuation	June 2023	Construction costs and current condition (Level 2), residual values and remaining useful life assessments (Level 3) inputs.
Infrastructure - Others	3	Cost approach using depreciated replacement cost	Management Valuation	June 2022	Construction costs and current condition (Level 2), residual values and remaining useful life assessments (Level 3) inputs.

Level 3 inputs are based on assumptions with regard to future values and patterns of consumption utilising current information. If the basis of these assumptions were varied, they have the potential to result in a significantly higher or lower fair value measurement. During the period there were no changes in the valuation techniques used to determine the fair value of infrastructure using level 3 inputs.

**SHIRE OF COOROW
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2025**

10. FIXED ASSETS

(a) Depreciation

Depreciation rates

Typical estimated useful lives for the different asset classes for the current and prior years are included in the table below:

Asset class	Useful life
Buildings	8 to 55 years
Furniture and equipment	
Plant and equipment	3 to 40 years
Sealed roads and streets	
formation	not depreciated
pavement	75 years
seal	
- bituminous seals	20 years
- asphalt surfaces	25 years
Gravel roads	
formation	not depreciated
pavement	75 years
Footpaths - slab	63 Years
Sewerage piping	100 years
Water supply piping and drainage systems	45 years
Infrastructure - Others	4 to 60 years
Landfill assets	30 years
Right-of-use (plant and equipment)	based on remaining lease term

Revision of useful lives of plant and equipment

During the year the estimated total useful lives of certain buildings and plant and equipment were revised. The net effect of the change is a net decrease in depreciation of \$205,081.

SHIRE OF COOROW
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2025

10. FIXED ASSETS (Continued)

MATERIAL ACCOUNTING POLICIES

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 larger 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 class 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.

Revaluation

Land and buildings classified as property, plant and equipment, infrastructure or vested improvements that the local government controls and measured at reportable value, are only required to be revalued every five years in accordance with the regulatory framework. This includes buildings and infrastructure items which were pre-existing improvements (i.e. vested improvements) on land vested in the Shire.

Whilst the regulatory framework only requires a revaluation to occur every five years, it also provides for the Shire to revalue earlier if it chooses to do so.

For land, buildings and infrastructure, increases in the carrying amount arising on revaluation of asset classes are credited to a revaluation surplus in equity.

Decreases that offset previous increases of the same class of asset are recognised against revaluation surplus directly in equity. All other decreases are recognised in profit or loss.

Subsequent increases are then recognised in profit or loss to the extent they reverse a net revaluation decrease previously recognised in profit or loss for the same class of asset.

Depreciation

The depreciable amount of all property, plant and equipment and infrastructure, are depreciated on a straight-line basis over the individual asset's useful life from the time the asset is held ready for use. Leasehold improvements are depreciated over the shorter of either the unexpired period of the lease or the estimated useful life of the improvements.

The assets residual values and useful lives are reviewed, and adjusted if appropriate, at the end of each reporting period.

Depreciation on revaluation

When an item of property, plant and equipment and infrastructure is revalued, any accumulated depreciation at the date of the revaluation is treated in one of the following ways:

- (i) The gross carrying amount is adjusted in a manner that is consistent with the revaluation of the carrying amount of the asset; or
- (ii) Eliminated against the gross carrying amount of the asset and the net amount restated to the revalued amount of the asset.

Impairment

In accordance with *Local Government (Financial Management) Regulations 17A(4C)*, the Shire is not required to comply with *AASB 136 Impairment of Assets* to determine the recoverable amount of its non-financial assets that are land or buildings classified as property, plant and equipment, infrastructure or vested improvements that the local government controls in circumstances where there has been an impairment indication of a general decrease in asset values.

In other circumstances where it has been assessed that one or more of these non-financial assets are impaired, the asset's carrying amount is written down immediately to its recoverable amount if the asset's carrying amount is greater than its estimated recoverable amount.

Gains or losses on disposal

Gains and losses on disposals are determined by comparing proceeds with the carrying amount. These gains and losses are included in the statement of comprehensive income in the period in which they arise.

SHIRE OF COOROW
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2025

11. LEASES

(a) Right-of-use assets

Movement in the balance of each class of right-of-use asset between the beginning and the end of the current financial year.

	Right-of-use assets -		
	Note	plant and equipment	Total right-of-use assets
		\$	\$
Balance at 1 July 2023		9,720	9,720
Depreciation		(2,657)	(2,657)
Balance at 30 June 2024		7,063	7,063
Gross balance amount at 30 June 2024		25,404	25,404
Accumulated depreciation at 30 June 2024		(18,341)	(18,341)
Balance at 30 June 2024		7,063	7,063
Depreciation		(2,650)	(2,650)
Balance at 30 June 2025		4,413	4,413
Gross balance amount at 30 June 2025		25,404	25,404
Accumulated depreciation at 30 June 2025		(20,991)	(20,991)
Balance at 30 June 2025		4,413	4,413

The following amounts were recognised in the statement of comprehensive income during the period in respect of leases where the Shire is the lessee:

	2025	2024
	Actual	Actual
	\$	\$
Depreciation on right-of-use assets	(2,650)	(2,657)
Finance charge on lease liabilities	(848)	(2,659)
Total amount recognised in the statement of comprehensive income	(3,498)	(5,316)
Total cash outflow from leases	(3,481)	(4,680)

(b) Lease liabilities

Current	3,420	2,633
Non-current	2,830	6,250
27(c)	6,250	8,883

The Shire has one lease relating to plant & equipment. The lease term is for 5 years. The measurement of lease liability does not include any future cash outflows associated with leases not yet commenced to which the Shire is committed.

Secured liabilities and assets pledged as security

Lease liabilities are effectively secured, as the rights to the leased assets recognised in the financial statements revert to the lessor in the event of default.

MATERIAL ACCOUNTING POLICIES

Leases

At inception of a contract, the Shire assesses if the contract contains or is a lease. A contract is, or contains, a lease if the contract conveys the right to control the use of an identified for a period of time in exchange for consideration.

At the commencement date, a right-of-use asset is recognised at cost and lease liability at the present value of the lease payments that are not paid at that date. The lease payments are discounted using the interest rate implicit in the lease, if that rate can be readily determined. If that rate cannot be readily determined, the Shire uses its incremental borrowing rate.

All contracts that are classified as short-term leases (i.e. a lease with a term of 12 months or less) and leases of low value assets are recognised as an operating expense on a straight-line basis over the term of the lease.

Details of individual lease liabilities required by regulations are provided at Note 27(c).

Right-of-use assets - measurement

Right-of-use assets are measured at cost. All right-of-use assets (other than vested improvements) under zero cost concessionary leases are measured at zero cost (i.e. not recognised in the Statement of Financial Position). The exception is vested improvements on concessionary land leases such as roads, buildings or other infrastructure which are reported at fair value.

Refer to Note 10 under revaluation for details on the material accounting policies applying to vested improvements.

Right-of-use assets - depreciation

Right-of-use assets are depreciated over the lease term or useful life of the underlying asset, whichever is the shorter. Where a lease transfers ownership of the underlying asset, or the cost of the right-of-use asset reflects that the Shire anticipates to exercise a purchase option, the specific asset is depreciated over the useful life of the underlying asset.

**SHIRE OF COOROW
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2025**

12. TRADE AND OTHER PAYABLES

	2025	2024
	\$	\$
Current		
Sundry creditors	496,797	580,841
Prepaid rates	84,020	47,678
Accrued payroll liabilities	165,872	78,213
Bonds and deposits held	103,784	89,666
Accrued Expenses	46,033	117,893
	896,506	914,291

MATERIAL ACCOUNTING POLICIES

Financial liabilities

Financial liabilities are initially recognised at fair value when the Shire becomes a party to the contractual provisions of the instrument.

Non-derivative financial liabilities (excluding financial guarantees) are subsequently measured at amortised cost.

Financial liabilities are derecognised where the related obligations are discharged, cancelled or expired. The difference between the carrying amount of the financial liability extinguished or transferred to another party and any consideration paid, including the transfer of non-cash assets or liabilities assumed, is recognised in profit or loss.

Trade and other payables

Trade and other payables represent liabilities for goods and services provided to the Shire prior to the end of the financial year 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 usually 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.

Prepaid rates

Prepaid rates are, until the taxable event has occurred (start of the next financial year), refundable at the request of the ratepayer. Rates received in advance are initially recognised as a financial liability. When the taxable event occurs, the financial liability is extinguished and the Shire recognises income for the prepaid rates that have not been refunded.

**SHIRE OF COOROW
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2025**

13. OTHER LIABILITIES

	2025	2024
	\$	\$
Current		
Capital grant/contributions liabilities	144,786	578,891
	<u>144,786</u>	<u>578,891</u>
Reconciliation of changes in capital grant/contribution liabilities		
Opening balance	578,891	0
Additions	231,733	578,891
Revenue from capital grant/contributions held as a liability at the start of the period	(665,838)	0
	<u>144,786</u>	<u>578,891</u>
Expected satisfaction of capital grant/contribution liabilities		
Less than 1 year	144,786	578,891
	<u>144,786</u>	<u>578,891</u>

MATERIAL ACCOUNTING POLICIES

Capital grant/contribution liabilities

Capital grant/contribution liabilities represent the Shire's obligations to construct recognisable non-financial assets to identified specifications to be controlled by the Shire which are yet to be satisfied. Capital grant/contribution liabilities are recognised as income when the obligations in the contract are satisfied.

**SHIRE OF COOROW
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2025**

14. BORROWINGS

	Note	2025			2024		
		Current	Non-current	Total	Current	Non-current	Total
Secured							
Loans		\$ 232,960	\$ 5,621,588	\$ 5,854,548	\$ 221,646	\$ 5,854,548	\$ 6,076,194
Total secured borrowings	27(a)	232,960	5,621,588	5,854,548	221,646	5,854,548	6,076,194

MATERIAL ACCOUNTING POLICIES

Borrowing costs

The Shire has elected to recognise borrowing costs as an expense when incurred regardless of how the borrowings are applied.

Fair values of borrowings are not materially different to their carrying amounts, since the interest payable on those borrowings is either close to current market rates or the borrowings are of a short term nature. Borrowings fair values are based on discounted cash flows using a current borrowing rate. They are classified as level 3 fair values in the fair value hierarchy (see Note 24(i)) due to the unobservable inputs, including own credit risk.

Risk

Details of individual borrowings required by regulations are provided at Note 27(a).

SHIRE OF COOROW
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2025

15. EMPLOYEE RELATED PROVISIONS

Employee related provisions

Current provisions

Employee benefit provisions

Annual leave

Long service leave

Employee related other provisions

Employment on-costs

Total current employee related provisions

Non-current provisions

Employee benefit provisions

Long service leave

Employee related other provisions

Employment on-costs

Total non-current employee related provisions

Total employee related provisions

	2025	2024
	\$	\$
Annual leave	113,962	123,743
Long service leave	152,111	203,028
	266,073	326,771
Employment on-costs	38,345	44,283
	38,345	44,283
Total current employee related provisions	304,418	371,054
Long service leave	27,693	50,324
	27,693	50,324
Employment on-costs	3,951	9,979
	3,951	9,979
Total non-current employee related provisions	31,644	60,303
Total employee related provisions	336,062	431,357

Provision is made for benefits accruing to employees in respect of wages and salaries, annual leave and long service leave and associated on costs for services rendered up to the reporting date and recorded as an expense during the period the services are delivered.

Annual leave liabilities are classified as current, as there is no unconditional right to defer settlement for at least 12 months after the end of the reporting period.

MATERIAL ACCOUNTING POLICIES

Employee benefits

The Shire's obligations for employees' annual leave, long service leave and other employee leave entitlements are recognised as employee related provisions in the Statement of Financial Position.

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 statement of financial position.

Other long-term employee benefits

Long-term employee benefits provisions 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.

SHIRE OF COOROW
 NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
 FOR THE YEAR ENDED 30 JUNE 2025

16. REVALUATION SURPLUS

	2025 Opening balance	2025 Closing balance	2024 Opening balance	2024 Closing balance
	\$	\$	\$	\$
Revaluation surplus - Land and Buildings	10,513,572	10,513,572	10,513,572	10,513,572
Revaluation surplus - Plant and equipment	1,862,732	1,862,732	1,862,732	1,862,732
Revaluation surplus - Infrastructure - Roads	121,272,648	121,272,648	121,272,648	121,272,648
Revaluation surplus - Infrastructure - Footpaths	1,099,838	1,099,838	1,099,838	1,099,838
Revaluation surplus - Infrastructure - Drainage	2,003,395	2,003,395	2,003,395	2,003,395
Revaluation surplus - Infrastructure - Others	678,007	678,007	678,007	678,007
	137,430,192	137,430,192	137,430,192	137,430,192

**SHIRE OF COOROW
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2025**

17. RESTRICTIONS OVER FINANCIAL ASSETS

Note	2025 Actual \$	2024 Actual \$
The following classes of financial assets have restrictions imposed by regulations or other externally imposed requirements which limit or direct the purpose for which the resources may be used:		
- Cash and cash equivalents	3 2,637,611	4,135,814
	2,637,611	4,135,814
The restricted financial assets are a result of the following specific purposes to which the assets may be used:		
Restricted reserve accounts	28 1,702,825	2,518,715
Capital grant liabilities	13 144,786	578,891
Unspent loans	27(b) 790,000	1,038,208
Total restricted financial assets	2,637,611	4,135,814

**18. UNDRAWN BORROWING FACILITIES AND CREDIT
STANDBY ARRANGEMENTS**

Credit standby arrangements

Bank overdraft limit	0	0
Bank overdraft at balance date	0	0
Credit card limit	20,000	20,000
Credit card balance at balance date	(9,409)	(19,076)
Total amount of credit unused	10,591	924

Loan facilities

Loan facilities - current	232,960	221,646
Loan facilities - non-current	5,621,588	5,854,548
Total facilities in use at balance date	5,854,548	6,076,194
Unused loan facilities at balance date	790,000	1,038,208

**SHIRE OF COOROW
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2025**

19. CONTINGENT LIABILITIES

In compliance with the Contaminated Sites Act 2003 section 11, the Shire of Coorow has identified the listed sites to be possible sources of contamination - details of those sites:

- Marchagee Refuse Site (Transfer site)
- Coorow Refuse Site
- Coastal Refuse Site (Transfer site)
- Leeman Fishing Industry Depot Yard

Until the Shire conducts an investigation to determine the presence and scope of contamination, assess the risk and agree with the Department of Environmental Regulation, on the need and criteria for remediation on a risk based approach, the Shire is unable to estimate the potential costs associated with the remediation of these sites. This approach is consistent with the Department of Environment Regulation Guidelines.

20. CAPITAL COMMITMENTS

	2025	2024
	\$	\$
Contracted for:		
- capital expenditure projects	136,468	238,084
- plant & equipment purchases	443,445	705,756
	579,913	943,840
Payable:		
- not later than one year	579,913	943,840

The capital commitments outstanding at the end of the of the current reporting period represent the the following:

Capital expenditure projects include swipe card upgrades at the Leeman Recreation Centre and

tourism rebranding.

Plant & equipment purchases include the purchase of a new Isuzu Truck, Toyota Hilux dual cab utility and two new Toyota Prado vehicles.

SHIRE OF COOROW
 NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
 FOR THE YEAR ENDED 30 JUNE 2025

21. RELATED PARTY TRANSACTIONS

(a) Council member remuneration

	Note	2025 Actual \$	2025 Budget \$	2024 Actual \$
Fees, expenses and allowances to be paid or reimbursed to council members.				
President's annual allowance		19,000	19,000	19,000
President's meeting attendance fees		6,120	6,120	7,140
President's other expenses		227	2,143	3,906
President's annual allowance for ICT expenses		600	600	600
President's travel and accommodation expenses		893	1,429	1,506
		26,840	29,292	32,152
Deputy President's annual allowance		4,750	4,750	4,750
Deputy President's meeting attendance fees		2,500	3,000	3,500
Deputy President's other expenses		1,103	2,143	2,063
Deputy President's annual allowance for ICT expenses		600	600	600
Deputy President's travel and accommodation expenses		1,736	1,429	187
		10,689	11,922	11,100
All other council member's meeting attendance fees		11,250	15,000	16,750
All other council member's All other council member expenses		3,782	10,714	9,610
All other council member's annual allowance for ICT expenses		2,400	3,000	3,150
All other council member's travel and accommodation expenses		3,395	7,142	202
		20,827	35,856	29,712
	21(b)	58,356	77,070	72,964

(b) Key management personnel (KMP) compensation

The total of compensation paid to KMP of the Shire during the year are as follows:

Short-term employee benefits		384,948		414,349
Post-employment benefits		67,278		93,902
Employee - other long-term benefits		38,779		46,220
Employee - termination benefits		6,261		0
Council member costs	21(a)	58,356		72,964
		555,622		627,435

Short-term employee benefits

These amounts include all salary and fringe benefits awarded to KMP except for details in respect to fees and benefits paid to council members which may be separately found in the table above.

Post-employment benefits

These amounts are the current-year's cost of the Shire's superannuation contributions made during the year.

Other long-term benefits

These amounts represent annual leave and long service leave entitlements accruing during the year.

Termination benefits

These amounts represent termination benefits paid to KMP (Note: may or may not be applicable in any given year).

Council member costs

These amounts represent payments of member fees, expenses, allowances and reimbursements during the year.

**SHIRE OF COOROW
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2025**

21. RELATED PARTY TRANSACTIONS (Continued)

(c) Transactions with related parties

Transactions between related parties and the Shire are on normal commercial terms and conditions, no more favourable than those available to other parties, unless otherwise stated.

No outstanding balances or provisions for doubtful debts or guarantees exist in relation to related parties at year end.

In addition to KMP compensation above the following transactions occurred with related parties:	2025 Actual	2024 Actual
	\$	\$
Sale of goods and services	6,946	30,043
Purchase of goods and services	115,771	21,747
Short term employee benefits - other related parties	68,353	121,925
Loans and interest repaid by associated entities	34,223	29,223
Amounts outstanding from related parties:		
Trade and other receivables	1,420	15,152
Loans to associated entities	96,280	126,955
Amounts payable to related parties:		
Trade and other payables	11,118	19,340

(d) Related parties

The Shire's main related parties are as follows:

i. Key management personnel

Any person(s) having authority and responsibility for planning, directing and controlling the activities of the Shire, directly or indirectly, including any council member, are considered key management personnel.

ii. Other Related Parties

During a prior year, a company controlled by a related party to the CEO, was awarded a Building Services Maintenance contract and capital works jobs under the selective request for quotes process on terms and conditions equivalent for those that constitutes in arm's length transactions under the Shire's procurement process.

The contract involved Building Maintenance and Building Capital Works in the Shire, and amounted to \$104,186 in the current year (\$137 in the prior year). The remaining related to various related parties of council members that constitutes at arm's length transactions under the Shire's procurement process.

Sale of goods and services to various related parties of the CEO and council members in relation to rental agreements, loan repayment agreements, hire of facilities and private works. These constitute arm's length transactions.

Short-term employee benefits related to an associate person of the CEO who was employed by the Shire under normal employment terms and conditions.

Outside of normal citizen type transactions with the Shire, there were no other related party transactions involving key management personnel and/or their close family members and/or their controlled (or jointly controlled) entities.

iii. Entities subject to significant influence by the Shire

There were no such entities requiring disclosure during the current or previous year.

**SHIRE OF COOROW
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2025**

22. JOINT ARRANGEMENTS

Share of joint operations

The Shire has a joint venture agreement with the Department of Communities for the provision of housing at Morcombe Road, Leeman and Commercial Street, Coorow.

For Accounting purposes this joint arrangement constitutes a joint operation. The assets are land and 6 x 2 bedroom units. The ownership of the joint operation is determined by an agreement which includes the percentage of each parties equitable interest. The assets are included in the Land and Buildings as follows;

Statement of financial position	2025 Actual	2024 Actual
	\$	\$
Morcombe Road (4 x 2 bedroom units) @ 23.23%	122,940	116,150
Less: accumulated Depreciation	(12,444)	(8,296)
Commercial St (2 x 2 Bedroom Units) @ 13.074%	23,533	23,533
Less: accumulated Depreciation	(2,779)	(1,471)
Total assets	131,250	129,916
Statement of comprehensive income		
Other revenue	29,543	32,382
Depreciation	(5,457)	(4,883)
Other expense	(70,463)	(48,954)
Profit/(loss) for the period	(46,377)	(21,455)
Other comprehensive income		
Total comprehensive income for the period	(46,377)	(21,455)
Statement of cash flows		
Other revenue	29,543	32,382
Other expense	(70,463)	(48,954)
Net cash provided by (used in) operating activities	(40,920)	(16,572)

MATERIAL ACCOUNTING POLICIES

Joint operations

A joint operation is a joint arrangement where the Shire has joint control with two or more parties to the joint arrangement. All parties to joint arrangement have rights to the assets, and obligations for the liabilities relating to the arrangement.

Assets, liabilities, revenues and expenses relating to the Shire's interest in the joint operation are accounted for in accordance with the relevant Australian Accounting Standards.

**SHIRE OF COOROW
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2025**

23. EVENTS OCCURRING AFTER THE END OF THE REPORTING PERIOD

The Shire of Coorow has no material events after the reporting period which would affect the financial report of the Shire for the year ended 30 June 2025 or which would require a separate disclosure.

SHIRE OF COOROW
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2025

24. OTHER MATERIAL ACCOUNTING POLICIES

a) Goods and services tax (GST)

Revenues, expenses and assets are recognised net of the amount of GST, except where the amount of GST incurred is not recoverable from the Australian Taxation Office (ATO).

Receivables and payables are stated inclusive of GST receivable or payable. The net amount of GST recoverable from, or payable to, the ATO is included with receivables or payables in the statement of financial position.

Cash flows are presented on a gross basis. The GST components of cash flows arising from investing or financing activities which are recoverable from, or payable to, the ATO are presented as operating cash flows.

b) Current and non-current classification

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

c) Rounding off figures

All figures shown in this annual financial report, other than a rate in the dollar, are rounded to the nearest dollar. Amounts are presented in Australian Dollars.

d) Comparative figures

Where required, comparative figures have been adjusted to conform with changes in presentation for the current financial year.

When the Shire applies an accounting policy retrospectively, makes a retrospective restatement or reclassifies items in its financial statements that has a material effect on the statement of financial position, an additional (third) Statement of Financial Position as at the beginning of the preceding period in addition to the minimum comparative financial report is presented.

e) Budget comparative figures

Unless otherwise stated, the budget comparative figures shown in this annual financial report relate to the original budget estimate for the relevant item of disclosure.

f) Superannuation

The Shire contributes to a number of Superannuation Funds on behalf of employees. All funds to which the Shire contributes are defined contribution plans.

g) Fair value of assets and liabilities

Fair value is the price that the Shire would receive to sell the asset or would have to pay to transfer a liability, in an orderly (i.e. unforced) transaction between independent, knowledgeable and willing market participants at the measurement date.

As fair value is a market-based measure, the closest equivalent observable market pricing information is used to determine fair value. Adjustments to market values may be made having regard to the characteristics of the specific asset or liability. The fair values of assets that are not traded in an active market are determined using one or more valuation techniques. These valuation techniques maximise, to the extent possible, the use of observable market data.

To the extent possible, market information is extracted from either the principal market for the asset or liability (i.e. the market with the greatest volume and level of activity for the asset or liability) or, in the absence of such a market, the most advantageous market available to the entity at the end of the reporting period (i.e. the market that maximises the receipts from the sale of the asset after taking into account transaction costs and transport costs).

For non-financial assets, the fair value measurement also takes into account a market participant's ability to use the asset in its highest and best use or to sell it to another market participant that would use the asset in its highest and best use.

h) Interest revenue

Interest revenue is calculated by applying the effective interest rate to the gross carrying amount of a financial asset measured at amortised cost except for financial assets that subsequently become credit-impaired. For credit-impaired financial assets the effective interest rate is applied to the net carrying amount of the financial asset (after deduction of the loss allowance).

i) Fair value hierarchy

AASB 13 *Fair Value Measurement* requires the disclosure of fair value information by level of the fair value hierarchy, which categorises fair value measurement into one of three possible levels based on the lowest level that an input that is significant to the measurement can be categorised into as follows:

Level 1

Measurements based on quoted prices (unadjusted) in active markets for identical assets or liabilities that the entity can access at the measurement date.

Level 2

Measurements based on inputs other than quoted prices included in Level 1 that are observable for the asset or liability, either directly or indirectly.

Level 3

Measurements based on unobservable inputs for the asset or liability.

The fair values of assets and liabilities that are not traded in an active market are determined using one or more valuation techniques. These valuation techniques maximise, to the extent possible, the use of observable market data. If all significant inputs required to measure fair value are observable, the asset or liability is included in Level 2. If one or more significant inputs are not based on observable market data, the asset or liability is included in Level 3.

Valuation techniques

The Shire selects a valuation technique that is appropriate in the circumstances and for which sufficient data is available to measure fair value. The availability of sufficient and relevant data primarily depends on the specific characteristics of the asset or liability being measured. The valuation techniques selected by the Shire are consistent with one or more of the following valuation approaches:

Market approach

Valuation techniques that use prices and other relevant information generated by market transactions for identical or similar assets or liabilities.

Income approach

Valuation techniques that convert estimated future cash flows or income and expenses into a single discounted present value.

Cost approach

Valuation techniques that reflect the current replacement cost of the service capacity of an asset.

Each valuation technique requires inputs that reflect the assumptions that buyers and sellers would use when pricing the asset or liability, including assumptions about risks. When selecting a valuation technique, the Shire gives priority to those techniques that maximise the use of observable inputs and minimise the use of unobservable inputs. Inputs that are developed using market data (such as publicly available information on actual transactions) and reflect the assumptions that buyers and sellers would generally use when pricing the asset or liability are considered observable, whereas inputs for which market data is not available and therefore are developed using the best information available about such assumptions are considered unobservable.

j) Impairment of assets

In accordance with Australian Accounting Standards the Shire's assets, other than inventories, are assessed at each reporting date to determine whether there is any indication they may be impaired.

Where such an indication exists, an impairment test is carried out on the asset by comparing the recoverable amount of the asset, being the higher of the asset's fair value less costs to sell and value in use, to the asset's carrying amount except for non-financial assets that are:

- land and buildings classified as property, plant and equipment;
- infrastructure; or
- vested improvements that the local government controls, in

circumstances where there has been an impairment indication of a general decrease in asset values.

These non-financial assets are assessed in accordance with the regulatory framework detailed in Note 10.

Any excess of the asset's carrying amount over its recoverable amount is recognised immediately in profit or loss, unless the asset is carried at a revalued amount in accordance with another Standard (e.g. AASB 116 *Property, Plant and Equipment*) whereby any impairment loss of a revalued asset is treated as a revaluation decrease in accordance with that other Standard.

SHIRE OF COOROW
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2025

26. DETERMINATION OF SURPLUS OR DEFICIT

Note	2024/25 (30 June 2025 carried forward) \$	2024/25 Budget (30 June 2025 carried forward) \$	2023/24 (30 June 2024 carried forward) \$
(a) Non-cash amounts excluded from operating activities			
The following non-cash revenue or expenditure has been excluded from amounts attributable to operating activities within the Statement of Financial Activity in accordance with <i>Financial Management Regulation 32</i> .			
Adjustments to operating activities			
Less: Profit on asset disposals	(34,299)	(10,829)	(200,025)
Less: Fair value adjustments to financial assets at fair value through profit or loss	2,663	(1,500)	(1,261)
Add: Loss on disposal of assets	61,260	147,235	3,781
Add: Depreciation	6,217,167	6,890,400	6,178,912
Non-cash movements in non-current assets and liabilities:			
Pensioner deferred rates	(5,478)	(6,069)	(4,650)
Employee benefit provisions - non current	(28,659)	402	7,962
Non-cash amounts excluded from operating activities	6,212,654	7,019,639	5,984,719
(b) Surplus or deficit after imposition of general rates			
The following current assets and liabilities have been excluded from the net current assets used in the Statement of Financial Activity in accordance with <i>Financial Management Regulation 32</i> to agree to the surplus/(deficit) after imposition of general rates.			
Adjustments to net current assets			
Less: Reserve accounts	28 (1,702,825)	(1,649,502)	(2,518,715)
Less: Financial assets at amortised cost - self-supporting loans	4(a) (26,469)	(25,675)	(25,675)
Add: Current liabilities not expected to be cleared at end of year			
- Current portion of borrowings	14 232,960	232,960	221,646
- Current portion of lease liabilities	11(b) 3,420	3,420	2,633
- Employee benefit provisions	185,053	192,472	185,053
Total adjustments to net current assets	(1,307,861)	(1,246,325)	(2,135,058)
Net current assets used in the Statement of financial activity			
Total current assets	4,339,967	3,356,883	7,832,111
Less: Total current liabilities	(1,582,090)	(2,110,558)	(2,088,515)
Less: Total adjustments to net current assets	(1,307,861)	(1,246,325)	(2,135,058)
Surplus or deficit after imposition of general rates	1,450,016	0	3,608,538

SHIRE OF COOROW
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2025

27. BORROWING AND LEASE LIABILITIES

(a) Borrowings

Purpose	Note	Actual				Budget			
		Principal at 1 July 2023	New loans during 2023-24	Principal repayments during 2023-24	Principal at 30 June 2024	Principal at 1 July 2024	New loans during 2024-25	Principal repayments during 2024-25	Principal at 30 June 2025
Loan 91 Swimming Pool		4,513,850	0	(136,837)	4,377,013	4,377,012	0	(144,172)	4,232,840
Loan 92 Staff Housing		1,626,376	0	(49,150)	1,577,226	1,577,226	0	(51,799)	1,525,427
Total		6,140,226	0	(185,987)	5,954,239	5,954,238	0	(195,971)	5,758,267
Self-supporting loans									
Loan 90 CCLI Hotel		146,860	0	(24,905)	121,955	121,956	0	(25,675)	96,281
Total self-supporting loans		146,860	0	(24,905)	121,955	121,956	0	(25,675)	96,281
Total borrowings	14	6,287,086	0	(210,892)	6,076,194	6,076,194	0	(221,646)	5,854,548

Self-supporting loans are financed by payments from third parties. These are shown in Note 4 as other financial assets at amortised cost. All other loan repayments were financed by general purpose revenue.

Borrowing finance cost payments

Purpose	Loan number	Institution	Interest rate	Date final payment is due	Actual for year ending 30 June 2024	Budget for year ending 30 June 2025
Loan 91 Swimming Pool	91	WATC*	5.29%	26/10/2042	(235,680)	(235,680)
Loan 92 Staff Housing	92	WATC*	5.32%	1/12/2042	(85,659)	(85,659)
Total					(321,339)	(321,339)
Self-supporting loans finance cost payments						
Loan 90 CCLI Hotel	90	WATC*	3.07%	17/12/2028	(4,290)	(4,290)
Total self-supporting loans finance cost payments					(4,290)	(4,290)
Total finance cost payments					(325,629)	(325,629)

* WA Treasury Corporation

SHIRE OF COOROW
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2025

27. BORROWING AND LEASE LIABILITIES (Continued)

(b) Unspent borrowings

Particulars	Institution	Date Borrowed	Unspent balance 1 July 2024	Borrowed during 2024-25	Expended during 2024-25	Unspent balance 30 June 2025
Loan 92 Staff Housing	WATC *	1/12/2022	\$ 1,036,208	\$ 0	\$ (248,208)	\$ 790,000
			1,036,208	0	(248,208)	790,000

* IWA Treasury Corporation

(c) Lease liabilities

Purpose	Note	Actual				Budget			
		Principal at 1 July 2023	New leases during 2023-24	Principal at 30 June 2024	Principal repayments during 2023-24	Principal at 1 July 2024	New leases during 2024-25	Principal repayments during 2024-25	Principal at 30 June 2025
Photocopiers x 2		\$ 10,904	\$ 0	\$ 8,883	\$ (2,021)	\$ 8,883	\$ 0	\$ (2,633)	\$ 6,250
Total lease liabilities	11(b)	10,904	0	8,883	(2,021)	8,883	0	(2,633)	6,250
Lease finance cost payments									
Purpose	Lease number	Institution	Interest rate	Date final payment is due	Actual for year ending 30 June 2025	Budget for year ending 30 June 2025	Actual for year ending 30 June 2024	Lease term	
Photocopiers x 2	RBC	RICOH	29.89%	1/03/2027	\$ (848)	\$ (2,047)	\$ (2,659)	5 Years	
Total finance cost payments					(848)	(2,047)	(2,659)		

SHIRE OF COOROW
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2025

28. RESERVE ACCOUNTS

	2025 Actual opening balance	2025 Actual transfer to	2025 Actual transfer (from)	2025 Actual closing balance	2025 Budget opening balance	2025 Budget transfer to	2025 Budget transfer (from)	2025 Budget closing balance	2024 Actual opening balance	2024 Actual transfer to	2024 Actual transfer (from)	2024 Actual closing balance
Restricted by council												
(a) Leave Reserve	196,691	12,344	0	209,035	196,691	10,000	0	206,691	189,259	7,432	0	196,691
(b) Plant Replacement Reserve	758,925	9,042	(450,000)	317,967	758,925	5,000	(450,000)	308,925	634,026	124,899	0	758,925
(c) Airport Reserve	35,982	5,429	0	41,411	35,982	5,000	0	40,982	25,000	10,982	0	35,982
(d) Landfill Remediation Reserve	40,982	15,488	0	56,470	40,982	15,000	0	55,982	25,000	15,982	0	40,982
(e) Disaster Recovery Reserve	10,196	5,121	0	15,317	10,196	5,000	0	15,196	5,000	5,196	0	10,196
(f) Land & Building Reserve	1,004,877	11,973	(500,000)	516,850	1,004,877	5,000	(500,000)	504,877	519,476	485,401	0	1,004,877
(g) Resource Sharing Reserve	27,711	330	0	28,041	27,711	0	0	27,711	26,664	1,047	0	27,711
(h) Rebroadcasting Reserve	15,792	188	0	15,980	15,792	0	(8,314)	7,478	15,195	597	0	15,792
(i) Joint Venture Housing Reserve	47,214	563	0	47,777	47,214	2,100	(15,000)	32,214	45,430	1,784	0	47,214
(j) Bowling Club Reserve	18,132	2,316	0	20,448	18,132	2,100	0	20,232	15,426	2,706	0	18,132
(k) Road Infrastructure Reserve	70,000	834	0	70,834	70,000	5,000	0	70,000	0	70,000	0	70,000
(l) Pool Revitalisation Reserve	6,890	5,082	0	11,972	6,890	10,000	0	11,890	418,978	3,012	(415,000)	6,890
(m) Tourist Infrastructure Reserve	183,554	12,187	0	195,741	183,555	2,000	0	185,555	166,996	16,558	0	183,554
(n) Early Childhood Reserve	24,805	2,296	0	27,101	24,805	2,000	0	26,805	16,170	8,635	0	24,805
(o) Coastal Foreshore Reserve	76,964	25,917	0	102,881	76,964	25,000	0	101,964	50,000	26,964	0	76,964
(p) Recreation Boating Facilities Reserve	0	25,000	0	25,000	0	0	0	25,000	0	0	0	0
	2,518,715	134,110	(950,000)	1,702,825	2,518,716	104,100	(973,314)	1,649,502	2,152,520	781,195	(415,000)	2,518,715

All reserves are supported by cash and cash equivalents and financial assets at amortised cost and are restricted within equity as Reserve accounts.

In accordance with council resolutions or adopted budget in relation to each reserve account, the purpose for which the reserves are set aside are as follows:

Name of reserve account

Name of reserve account	Purpose of the reserve account
(a) Leave Reserve	To be used to fund annual, sick and long service leave requirements.
(b) Plant Replacement Reserve	To be used for the replacement and/or acquisition of Major Plant.
(c) Airport Reserve	To be used to fund future airport/strip capital works.
(d) Landfill Remediation Reserve	To be used to fund future refuse site capital works and rehabilitation of Waste Site Post Closure.
(e) Disaster Recovery Reserve	To be used to fund future emergency service management.
(f) Land & Building Reserve	To be used for the replacement and/or acquisition of land and buildings.
(g) Resource Sharing Reserve	To be used for resource sharing projects.
(h) Rebroadcasting Reserve	To be used to maintain/upgrade equipment at rebroadcasting sites.
(i) Joint Venture Housing Reserve	To be used for the future replacement and further development of joint venture housing.
(j) Bowling Club Reserve	To be used for the future replacement of synthetic bowling green surfaces.
(k) Road Infrastructure Reserve	To be used for future Road Infrastructure projects.
(l) Pool Revitalisation Reserve	To be used for the construction and renewal of the Coorow Swimming Pool.
(m) Tourist Infrastructure Reserve	To be used for the construction and renewal of tourist infrastructure.
(n) Early Childhood Reserve	To be used to support Early Childhood Development.
(o) Coastal Foreshore Reserve	To be used to fund future infrastructure construction, purchase, additions and/or renewals to the Coastal Foreshores.
(p) Recreation Boating Facilities Reserve	To be used to fund future infrastructure construction, purchase, additions and/or renewals to Recreation Boating Facilities.



CONTACT US

P (08) 9952 0100
E admin@coorow.wa.gov.au
W coorow.wa.gov.au

COOROW OFFICE

22-26 Main Street
PO BOX 42, Coorow WA 6515

LEEMAN OFFICE

20 Morcombe Road
PO BOX 238, Leeman WA 6514



Contact: Mia Maxfield
Your Ref: ADM0081
Our Ref: ADM0081|OUT26/6BAB4840

Phone (08) 9952 0100
Email admin@coorow.wa.gov.au
Website coorow.wa.gov.au

Moore Australia
Level 15, 2 The Esplanade,
Perth WA 6000

08/05/2026

Dear Sirs,

REPRESENTATION LETTER IN RESPECT OF THE SHIRE OF COOROW'S ANNUAL FINANCIAL REPORT FOR THE YEAR ENDED 30 JUNE 2025

This representation letter is provided in connection with your audit of the Shire of Coorow's annual financial report for the year ended 30 June 2025 for the purpose of expressing an opinion as to whether the annual financial report is fairly presented in accordance with the *Local Government Act 1995* (the Act), the *Local Government (Financial Management) Regulations 1996* and, to the extent that they are not inconsistent with the Act, Australian Accounting Standards.

We submit the following representations for the year ended 30 June 2025 after making appropriate enquiries and according to the best of our knowledge and belief. This representation covers all material items in each of the categories listed below.

1. GENERAL

- a. We have fulfilled our responsibilities for the preparation and fair presentation of the annual financial report in accordance with the *Local Government Act 1995* (the Act), the *Local Government (Financial Management) Regulations 1996* and, to the extent that they are not inconsistent with the Act, Australian Accounting Standards.
- b. We have advised you of all material estimates, professional judgement or other variables used in the presentation of the financial report.
- c. There have been no changes in accounting policies or application of those policies that would have a material effect on the financial report.
- d. The prior period comparative information in the financial report has not been restated.
- e. Significant assumptions used by us in making accounting estimates, including those measured at fair value, are reasonable. We confirm the disclosures related to accounting estimates are complete and appropriate.
- f. We have established and maintained an adequate internal control structure and adequate financial records as we have determined are necessary to facilitate the preparation of the financial report that is free from material misstatement, whether due to fraud or error.
- g. We have provided you with
 - i. Access to all information of which we are aware that is relevant to the preparation of the financial report, such as records, documentation and other matters.
 - ii. Additional information that you have requested for the purpose of the audit.

COOROW OFFICE
PO Box 42 Coorow, WA 6515

LEEMAN OFFICE
PO Box 238 Leeman, WA 6514

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- iii. Unrestricted access to persons within the Shire from whom you determined it necessary to obtain audit evidence.
- h. All transactions have been recorded in the accounting and other records and are reflected in the financial report.
- i. All internal audit reports and reports resulting from other management reviews, including legal issues and legal opinions which have the capacity to be relevant to the fair presentation of the financial report including, where relevant, minutes of meetings, have been brought to your attention and made available to you.
- j. We have advised you of all known instances of non-compliance or suspected non-compliance with laws and regulations, and all known data or security breaches whose effects should be considered when preparing the financial report.
- k. We have provided to you the results of our assessment of the risk that the financial report may be materially misstated as a result of fraud.
- l. We have provided information to you of our knowledge of fraud or suspected fraud affecting the Shire involving:
 - i. Management
 - ii. employees who have significant roles in internal control; or
 - iii. others where the fraud could have a material effect on the financial statements.

Details are as follows.

During October and November 2025, management identified and investigated suspected fraudulent and improper activities involving the former Deputy Chief Executive Officer. These matters included unauthorised and unapproved purchases, use of fraudulent supplier documentation, unauthorised access to and deletion of electronic records, and the removal of Shire assets without approval. External IT specialists and legal advisers were engaged, and relevant matters relating to unauthorised access and asset removal were reported to WA Police. As a result of the investigation findings, the Deputy Chief Executive Officer's employment was terminated effective immediately.

We further confirm that, to the best of our knowledge, there are no other known instances of fraud or suspected fraud affecting the Shire that have not been disclosed to you.

- m. We have provided information to you of our knowledge of any allegations of fraud or suspected fraud affecting the Shire's financial report communicated by employees, former employees, analysts, regulators or others.

Details are as follows.

During October and November 2025, management identified and investigated suspected fraudulent and improper activities involving the former Deputy Chief Executive Officer. These matters included unauthorised and unapproved purchases, use of fraudulent supplier documentation, unauthorised access to and deletion of electronic records, and the removal of Shire assets without approval. External IT specialists and legal advisers were engaged, and relevant matters relating to unauthorised access and asset removal were reported to WA Police. As a result of the investigation findings, the Deputy Chief Executive Officer's employment was terminated effective immediately.



We further confirm that, to the best of our knowledge, there are no other known allegations of fraud or suspected fraud affecting the Shire's financial report communicated by employees, former employees, analysts, regulators or others that have not been disclosed to you.

- n. We have disclosed to you all known actual or possible litigation and claims whose effects should be considered when preparing the financial report, and they have been accounted for and disclosed in accordance with Australian Accounting Standards.

2. FAIR VALUE MEASUREMENTS AND DISCLOSURES

We confirm that where assets and liabilities are recorded at fair value, the value attributed to these assets and liabilities is the fair value.

We confirm that the carrying amount of each physical non-current asset does not materially differ from its fair value at the end of the reporting period. Significant fair value assumptions, including those with high estimation uncertainty, are reasonable.

We confirm the measurement methods, including related assumptions, used by management in determining fair values are appropriate and have been consistently applied.

We confirm that the fair value disclosures in the financial report are complete and appropriate.

3. GOING CONCERN

We confirm that the going concern basis of accounting is appropriate for the annual financial report.

4. CONTINGENT LIABILITIES

There are no material contingent liabilities at year end that have not been completely and adequately disclosed in the Notes to the financial report.

5. COMMITMENTS FOR CAPITAL AND OTHER EXPENDITURE

Other than those commitments reported in the Notes to the financial report, there were no significant commitments for capital or other expenditure contracts carrying over at year end.

6. FINANCIAL LIABILITY FOR CONTAMINATED SITES

We are aware of our obligations under the *Contaminated Sites Act 2003* and have reported to the Department of Water and Environmental Regulation, all land owned, vested or leased by the Shire that is known to be, or is suspected of being, contaminated. All actual liabilities or contingent liabilities, if any, have been recognised and/or disclosed in the financial report as appropriate.

7. RELATED PARTIES

We have disclosed to you the identity of the Shire's related parties, as defined in Australian Accounting Standards, of which we are aware, and all the related party relationships and transactions of which we are aware.



These include the Shire's key management personnel (KMP) and their related parties, including their close family members and their controlled and jointly controlled entities. We have appropriately accounted for and disclosed such relationships and transactions in accordance with the requirements of Australian Accounting Standards.

8. KEY MANAGEMENT PERSONNEL COMPENSATION

We confirm the Shire's key management personnel (KMP) have not received any other money, consideration or benefit (except amounts being reimbursements for out of pocket expenses) which has not been included in the compensation disclosed in the Notes to the financial report.

9. SUBSEQUENT EVENTS

No matters or occurrences have come to our attention between the date of the financial report and the date of this letter which would materially affect the financial report or disclosures therein, or which are likely to materially affect the future results or operations of the Shire.

10. INTERNAL CONTROL

We acknowledge our responsibility for the design, implementation and maintenance of internal control to prevent and detect fraud.

11. INSURANCE

We have established procedures to assess the adequacy of insurance cover on all assets and insurable risks. We believe, where appropriate, assets and insurable risks are adequately covered by insurance.

12. RISK MANAGEMENT

We confirm that we have established and maintained a risk management framework that is appropriate to the Shire.

13. ACCOUNTING MISSTATEMENTS

There are no uncorrected misstatements in the financial report.

14. BANK RECONCILIATION STATEMENT

We confirm that there are unresolved reconciling items in the bank reconciliation statement as at 30 June 2025 which are currently being investigated. We are not aware of any intentional errors and/or fraud matters that relate to the unreconciled bank reconciliations.

15. ELECTRONIC PRESENTATION OF THE AUDITED ANNUAL FINANCIAL REPORT AND AUDITOR'S REPORT

We acknowledge that we are responsible for the electronic presentation of the annual financial report.

We will ensure that the electronic version of the audited annual financial report and the auditor's report presented on the Shire's website is the same as the final signed versions of the audited annual financial report and the auditor's report.



We have clearly differentiated between audited and unaudited information in the construction of Shire's website and understand the risk of potential misrepresentation in the absence of appropriate controls.

We have assessed the security controls over the audited annual financial report and the auditor's report and are satisfied that procedures in place are adequate to ensure the integrity of the information provided.

We will ensure that where the auditor's report on the annual financial report is provided on the website, the annual financial report is also provided in full.

16. OTHER (UNAUDITED) INFORMATION IN THE ANNUAL REPORT

We will provide the final version of the annual report to you when available, to enable you to complete your required procedures.

Yours faithfully

Samantha Atkinson
Deputy Chief Executive Officer

Date

Mia Maxfield
Chief Executive Officer

Date



Contact: Mia Maxfield
Your Ref: 8286-002
Our Ref: ADM0081|OUT26/6BAB4840

Phone (08) 9952 0100
Email admin@coorow.wa.gov.au
Website coorow.wa.gov.au

Ms Caroline Spencer
Audit General
Office of the Auditor General
7th Floor, Albert Facey House
469 Wellington Street
Perth WA 6000

08/05/2026

Dear Ms Spencer,

REPRESENTATION LETTER IN RESPECT OF THE SHIRE OF COOROW'S ANNUAL FINANCIAL REPORT FOR THE YEAR ENDED 30 JUNE 2025

This representation letter is provided in connection with your audit of the Shire of Coorow's annual financial report for the year ended 30 June 2025 for the purpose of expressing an opinion as to whether the annual financial report is fairly presented in accordance with the *Local Government Act 1995*, the Local Government (Financial Management) Regulations 1996 and, to the extent that they are not inconsistent with the Act, Australian Accounting Standards.

We submit the following representations for the year ended 30 June 2025 after making appropriate enquiries and according to the best of our knowledge and belief. This representation covers all material items in each of the categories listed below.

1. General

- a. We have fulfilled our responsibilities, as set out in the terms of the audit engagement, for the preparation and fair presentation of the annual financial report in accordance with the *Local Government Act 1995*, the Local Government (Financial Management) Regulations 1996 and, to the extent that they are not inconsistent with the Act, Australian Accounting Standards.
- b. We have advised your auditors of all material contentious methods used in the presentation of the financial report.
- c. There have been no changes in accounting policies or application of those policies that would have a material effect on the financial report.
- d. The prior period comparative information in the financial report has not been restated.
- e. Significant assumptions used by us in making accounting estimates, including those measured at fair value, are reasonable. We confirm the disclosures related to accounting estimates are complete and appropriate.
- f. We have established and maintained an adequate internal control structure and adequate financial records as we have determined are necessary to facilitate the preparation of the financial report that is free from material misstatement, whether due to fraud or error.

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PO Box 42 Coorow, WA 6515

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PO Box 238 Leeman, WA 6514

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- g. We have provided your auditors with:
 - i. Access to all information of which we are aware that is relevant to the preparation of the financial report, such as records, documentation and other matters.
 - ii. Additional information that your auditors have requested for the purpose of the audit.
 - iii. Unrestricted access to staff and councillors of the Shire from whom your auditors determined it necessary to obtain audit evidence.
- h. All transactions have been recorded in the accounting and other records and are reflected in the financial report.
- i. All internal audit reports and reports resulting from other management reviews, including legal issues and legal opinions which have the capacity to be relevant to the fair presentation of the financial report including, where relevant, minutes of meetings, have been brought to your auditors' attention and made available to them.
- j. We have advised your auditors of all known instances of non-compliance or suspected non-compliance with laws and regulations, and all known data or security breaches whose effects should be considered when preparing the financial report.
- k. We have provided to your auditors the results of our assessment of the risk that the financial report may be materially misstated as a result of fraud.
- l. We have provided information to your auditors of our knowledge of fraud or suspected fraud affecting the Shire involving:
 - i. Management
 - ii. employees who have significant roles in internal control; or
 - iii. others where the fraud could have a material effect on the financial statements.

Details are as follows.

During October and November 2025, management identified and investigated suspected fraudulent and improper activities involving the former Deputy Chief Executive Officer. These matters included unauthorised and unapproved purchases, use of fraudulent supplier documentation, unauthorised access to and deletion of electronic records, and the removal of Shire assets without approval. External IT specialists and legal advisers were engaged, and relevant matters relating to unauthorised access and asset removal were reported to WA Police. As a result of the investigation findings, the Deputy Chief Executive Officer's employment was terminated effective immediately.

We further confirm that, to the best of our knowledge, there are no other known instances of fraud or suspected fraud affecting the Shire that have not been disclosed to you.

- m. We have provided information to your auditors of our knowledge of any allegations of fraud or suspected fraud affecting the Shire's financial report communicated by employees, former employees, analysts, regulators or others.



Details are as follows.

During October and November 2025, management identified and investigated suspected fraudulent and improper activities involving the former Deputy Chief Executive Officer. These matters included unauthorised and unapproved purchases, use of fraudulent supplier documentation, unauthorised access to and deletion of electronic records, and the removal of Shire assets without approval. External IT specialists and legal advisers were engaged, and relevant matters relating to unauthorised access and asset removal were reported to WA Police. As a result of the investigation findings, the Deputy Chief Executive Officer's employment was terminated effective immediately.

We further confirm that, to the best of our knowledge, there are no other known allegations of fraud or suspected fraud affecting the Shire's financial report communicated by employees, former employees, analysts, regulators or others that have not been disclosed to you.

- n. We have disclosed to your auditors all known actual or possible litigation and claims whose effects should be considered when preparing the financial report, and they have been accounted for and disclosed in accordance with Australian Accounting Standards.

2. Fair value measurements and disclosures

We confirm that where assets and liabilities are recorded at fair value, the value attributed to these assets and liabilities is the fair value.

We confirm that the carrying amount of each revalued physical non-current asset does not materially differ from its fair value at the end of the reporting period. Significant fair value assumptions, including those with high estimation uncertainty, are reasonable.

We confirm the measurement methods, including related assumptions and data used by management in determining fair values are appropriate and have been consistently applied. We confirm that the fair value disclosures in the financial report are complete and appropriate.

3. Going concern

We confirm that the going concern basis of accounting is appropriate for the annual financial report.

4. Contingent liabilities

There are no material contingent liabilities at year end that have not been completely and adequately disclosed in the Notes to the financial report.

5. Commitments for capital expenditure

Other than those commitments reported in the Notes to the financial report, there were no significant commitments for capital expenditure contracts carrying over at year end.

6. Contaminated sites

We are aware of our obligations under the *Contaminated Sites Act 2003* and have reported to the Department of Water and Environmental Regulation, all land owned, vested or leased by the Shire that is known to be, or is suspected of being, contaminated. All provisions or



contingent liabilities, if any, have been recognised and/or disclosed in the financial report as appropriate.

7. Related entities

We acknowledge our responsibility under section 17(1) of the *Auditor General Act 2006* (as applied by section 7.12AL of the *Local Government Act 1995*) to give written notice to you if any of the Shire's functions are being performed in partnership or jointly with another person or body, through the instrumentality of another person or body, and/or by means of a trust. We confirm that we have provided the Auditor General with details of all related entities in existence at 30 June 2025.

8. Related parties

We have disclosed to your auditors the identity of the Shire's related parties, as defined in Australian Accounting Standards, of which we are aware, and all the related party relationships and transactions of which we are aware. These include the Shire's key management personnel and their related parties, including their close family members and their controlled and jointly controlled entities.

We have appropriately accounted for and disclosed such relationships and transactions in accordance with the requirements of Australian Accounting Standards.

9. Key management personnel compensation

We confirm the Shire's key management personnel have not received any other remuneration, consideration or in-kind benefit (except amounts being reimbursements for out-of-pocket expenses) which has not been included in the compensation disclosed in the Notes to the financial report.

10. Subsequent events

No matters or occurrences have come to our attention between the date of the financial report and the date of this letter which would materially affect the financial report or disclosures therein, or which are likely to materially affect the future results or operations of the Shire.

11. Internal control

We acknowledge our responsibility for the design, implementation and maintenance of internal control to prevent and detect fraud.

12. Insurance

We have established procedures to assess the adequacy of insurance cover on all assets and insurable risks. We believe, where appropriate, assets and insurable risks are adequately covered by insurance.

13. Risk management

We confirm that we have established and maintained a risk management framework that is appropriate to the Shire.

14. Accounting misstatements



There are no uncorrected misstatements in the financial report.

15. Bank reconciliation statement

We confirm that there are unresolved reconciling items in the bank reconciliation statement as at 30 June 2025 which are currently being investigated. We are not aware of any intentional errors and/or fraud matters that relate to the unreconciled bank reconciliations.

16. Electronic presentation of the audited annual financial report and auditor’s report

We acknowledge that we are responsible for the electronic presentation of the annual financial report.

We will ensure that the electronic version of the audited annual financial report and the auditor’s report presented on the Shire’s website is the same as the final signed versions of the audited annual financial report and the auditor’s report.

We have clearly differentiated between audited and unaudited information in the construction of the Shire’s website and understand the risk of potential misrepresentation in the absence of appropriate controls.

We have assessed the security controls over the audited annual financial report and the auditor’s report and are satisfied that procedures in place are adequate to ensure the integrity of the information provided.

We will ensure that where the auditor’s report on the annual financial report is provided on the website, the annual financial report is also provided in full.

17. Other (unaudited) information in the annual report

We will provide the final version of the annual report to you when available, to enable you to complete your required procedures.

Deputy Chief Executive Officer
 Name: Samantha Atkinson

Date

Chief Executive Officer
 Name: Mia Maxfield

Date

SHIRE OF COOROW

PERIOD OF AUDIT: YEAR ENDED 30 JUNE 2025

FINDINGS IDENTIFIED DURING THE FINAL AUDIT

Index of findings	Potential impact on audit opinion	Rating			Prior year finding
		Significant	Moderate	Minor	
1. Fraudulent credit card transactions	No	✓			
2. Bank reconciliation – Unexplained unreconciled differences between bank statements and general ledger	No	✓			
3. Negative unrestricted cash	No	✓			
4. Purchase order raised after supplier tax invoice received	No		✓		✓

KEY TO RATINGS

The ratings in this management letter are based on the audit team's assessment of risks and concerns with respect to the probability and/or consequence of adverse outcomes if action is not taken. We give consideration to these potential adverse outcomes in the context of both quantitative impact (for example financial loss) and qualitative impact (for example inefficiency, non-compliance, poor service to the public or loss of public confidence).

- Significant** - Those findings where there is potentially a significant risk to the entity should the finding not be addressed by the entity promptly. A significant rating could indicate the need for a modified audit opinion in the current year, or in a subsequent reporting period if not addressed. However, even if the issue is not likely to impact the audit report, it should be addressed promptly.
- Moderate** - Those findings which are of sufficient concern to warrant action being taken by the entity as soon as practicable.
- Minor** - Those findings that are not of primary concern but still warrant action being taken.

SHIRE OF COOROW**PERIOD OF AUDIT: YEAR ENDED 30 JUNE 2025****FINDINGS IDENTIFIED DURING THE FINAL AUDIT****1. Fraudulent credit card transactions****Finding**

From our review of the former Deputy CEO's credit card transactions for the periods up to October 2025, we tested 20 transactions and identified three unauthorised credit card transactions totalling \$1,175.86.

Two of these transactions resulted in a financial loss to the Shire, as the related items could not be recovered, while one transaction did not result in a loss, as the item was subsequently recovered.

We performed additional fraud procedures and did not identify any indications that the unauthorised activity extended beyond credit card usage into other financial systems or processes.

Rating: Significant**Implication**

The unauthorised use of corporate credit cards exposes the Shire to financial and reputational risk and highlights the need for stronger oversight and monitoring of credit card expenditure, particularly for senior officers.

Recommendation

We recommend that the Shire strengthen its credit card control framework by:

- reinforcing and clearly communicating policies around permitted and prohibited credit card use, including periodic staff acknowledgements
- enhancing independent and timely review of credit card transactions, including scrutiny of supporting documentation, particularly for senior officers
- considering additional monitoring or exception reporting to promptly identify and investigate unusual or unauthorised transactions.

Management comment

Management note the points raised and can confirm that as soon as the fraud was detected the Deputy Chief Executive Officers employment was terminated instantly. The matters were reported to WAPol on report numbers 041125 1253 15513, 141125 1020 15716, 1912252 1000 13954, 020925 1300 15716. The matters were also report to the Crime and Corruption Commission and Department of Local Government. The Chief Executive Officer has implemented more stringent segregation of duties and cross checking of all Corporate Credit Cards.

Responsible person: Deputy Chief Executive Officer**Completion date:** 30 June 2026

SHIRE OF COOROW**PERIOD OF AUDIT: YEAR ENDED 30 JUNE 2025****FINDINGS IDENTIFIED DURING THE FINAL AUDIT****2. Bank reconciliation – Unexplained unreconciled differences between bank statements and general ledger****Finding**

As at 30 June 2025, the Shire had the following unexplained unreconciled differences between the bank statements and general ledger balances, which management is still to investigate and resolve:

- Municipal funds of \$1,031.16
- Reserve accounts of \$4,545.47

Rating: Significant**Implication**

Unreconciled differences increase the risk that unauthorised or fraudulent transactions may go undetected. In addition, unreconciled bank balances also increase the risk of errors and undetected omissions, which in turn could lead to material misstatements in the Shire's financial reports. Furthermore, failure to reconcile bank accounts promptly may lead to non-compliance with Regulation 5(1) of the *Local Government (Financial Management) Regulations 1996*.

Recommendation

We recommend that management ensure all differences between the bank statements and general ledger balances are promptly identified, investigated, and reconciled.

Management comment

Management notes the audit finding and is working towards having the discrepancies resolved as soon as possible.

Responsible person: Deputy Chief Executive Officer

Completion date: 30 June 2026

SHIRE OF COOROW**PERIOD OF AUDIT: YEAR ENDED 30 JUNE 2025****FINDINGS IDENTIFIED DURING THE FINAL AUDIT****3. Negative unrestricted cash****Finding**

As at 30 June 2025, the Shire's total cash and cash equivalents balance was \$1,985,323. Of this amount, \$2,637,611 related to restricted funds, resulting in a negative unrestricted cash balance of \$652,288.

The overdrawn unrestricted cash balance reflects the Shire's use of restricted funds (relating to unspent grant monies and unspent loans, rather than legislatively restricted reserve funds) to meet its operational activities due to cash shortfalls in general municipal funds during the year.

Rating: Significant**Implication**

The use of restricted cash to fund the operational needs of the Shire could lead to:

- a breach of legislative provisions, including the *Local Government (Financial Management) Regulations 1996*, to the extent that the restricted funds used relate to legislatively restricted funds, for e.g. Reserves funds (we understand this was not the case in the above finding).
- a breach of the Shire's contractual obligations with third parties in cases where the funding/grant agreements specifically require the Shire to use the funds only for specified purposes.

Recommendation

We recommend that management strengthen cash management practices to avoid reliance on restricted funds for operational needs. This includes improving cash flow forecasting and ensuring compliance with fund restrictions.

Management comment

The Shire notes the finding and acknowledges the overdrawn unrestricted cash balance as at 30 June 2025. Management consider this as a once off occurrence and are reviewing cash flow forecasting and end of month bank reconciliation processes to ensure that restricted funds are not used to meet operational activities.

Responsible person: Deputy Chief Executive Officer

Completion date: 30 June 2026

SHIRE OF COOROW**PERIOD OF AUDIT: YEAR ENDED 30 JUNE 2025****FINDINGS IDENTIFIED DURING THE FINAL AUDIT****4. Purchase order raised after supplier tax invoice received****Finding**

This finding was first raised in 2023-24.

From our testing of 16 payment transactions during the year, we noted one instance where the purchase order was raised subsequent to the receipt of the supplier's tax invoice, amounting to \$165,475.78.

Rating: Moderate (2023-24: Moderate)

Implication

Purchases made without prior authorised purchase orders increases the risk of unauthorised or inappropriate expenditure.

Recommendation

We recommend that management continue to strengthen its procurement process, including reinforcing to all authorised officers the requirement to raise purchase orders with accurate amounts prior to the authorisation of works/services or the ordering of goods.

Management comment

This Shire acknowledges this finding. The current procurement process is such that purchase orders are required prior to authorising works and/or services or the ordering of goods. Although this finding is not a common occurrence, management have reinforced to all staff involved in the procurement process that purchased orders must be raised with accurate details including amounts prior to the authorisation of works/services or the ordering of goods. The review process for each creditor batch process (fortnightly) has strict controls ensuring that all invoices authorised for payment have an appropriate purchase order. The Deputy Chief Executive Officer is responsible for the review of all creditor batch payments prior to payments being approved by relevant management personnel.

Responsible person: Deputy Chief Executive Officer

Completion date: 30 June 2026

7.1.2 PROPOSED DIFFERENTIAL RATES 2026-2027 REDACTED

Reporting Officer: S Atkinson, Deputy Chief Executive Officer

Responsible Executive: M Maxfield, Chief Executive Officer

File Reference:

Disclosure of Interest: Nil

Voting Requirement: Absolute Majority

COUNCIL'S ROLE:

Review: When Council reviews decisions made by officers.

REPORT PURPOSE

BACKGROUND

COMMENT

STAKEHOLDER ENGAGEMENT

STATUTORY ENVIRONMENT

POLICY IMPLICATIONS

FINANCIAL IMPLICATIONS

ATTACHMENTS

Nil

OFFICER RECOMMENDATION

This item has been withdrawn from the agenda.

8 NEW BUSINESS OF URGENT NATURE

9 CLOSURE

9.1 DATE OF NEXT MEETING

Next Audit and Risk Committee Meeting will be held on from .()

9.2 CLOSURE OF MEETING

There being no further business the Chairperson, closed the meeting at [type time](#).