

Local Government Act 1995
Local Government (Administration) Regulations 1996

PRIMARY AND ANNUAL RETURNS

Section 5.75 and 5.76 of the Local Government Act 1995 ("Act") set out the requirements for elected members, Chief Executive Officer and delegated employees to complete a Primary Return within three months of the start date or an annual return by the 31 August of the year.

Section 5.96A(1)(i) of the Act requires the name of each council member and position of each employee who lodge a primary return or annual return for a financial year beginning on or after 1 July 2020 to be published on the Shire's website.

2019-2020

EMPLOYEES 2019-20

Position Held	Primary Return Lodged	Annual Return Lodged
Manager of Works	29/05/2018	21/08/2020
Works Supervisor	29/05/2018	23/07/2020

2020-2021

EMPLOYEES 2020-21

Position Held	Primary Return Lodged	Annual Return Lodged
Manager of Works	29/05/2018	6/07/21
Works Supervisor	29/05/2018	16/07/2021
Finance and Rates Officer	6/07/2021	N/A

2021-2022

EMPLOYEES 2021-22

Position Held	Primary Return Lodged	Annual Return Lodged
Manager of Works	29/05/2018	20/08/2022
Works Supervisor	29/05/2018	1/08/2022
Finance and Rates Officer	1/03/2022	4/07/2022

2022-2023

EMPLOYEES 2022-23

Position Held	Primary Return Lodged	Annual Return Lodged
Manager of Works	29/05/2018	28/08/2023
Works Supervisor	29/05/2018	28/08/2023
Finance and Rates Officer	1/03/2022	18/08/2023
Strategic Support Officer	21/08/2023	NA

2023 – 2024

EMPLOYEES 2023-24

Position Held	Primary Return Lodged	Annual Return Lodged
Chief Executive Officer	19/03/2024	11/07/2024
Manager of Works	29/05/2018	21/08/2024
Works Supervisor	29/05/2018	17/07/2024
Finance and Rates Officer	1/03/2022	1/08/2024
Strategic Support Officer	21/08/2023	10/07/2024

2024 – 2025

EMPLOYEES 2024-25

Position Held	Primary Return Lodged	Annual Return Lodged
Chief Executive Officer	19/03/2024	23/07/2025
Manager of Works	29/05/2018	25/07/2025
Works Supervisor	29/05/2018	25/07/2025
Finance and Rates Officer	1/03/2022	4/08/2025
Strategic Support Officer	21/08/2023	21/07/2025
Executive Assistant	17/06/2025	27/11/2025*
Maintenance Officer	24/07/2025	28/11/2025*

2025 – 2026

EMPLOYEES 2025-26

Position Held	Primary Return Lodged	Annual Return Lodged
Chief Executive Officer	19/03/2024	
Manager of Works	29/05/2018	
Works Supervisor	29/05/2018	
Finance and Rates Officer	1/03/2022	
Strategic Support Officer	21/08/2023	
Executive Assistant	17/06/2025	
Maintenance Officer	24/07/2025	
Depot Administrator	8/12/2025	
Finance Coordinator	08/12/2026	
Governance and Compliance	17/02/2026	