



**LOCAL HEALTH AUTHORITIES ANALYTICAL COMMITTEE
MINUTES OF THE MEETING HELD FRIDAY 30 JUNE 2023**

ITEM	DESCRIPTION	LHAAC to (Note, Confirm, Decide)	RESP:
	Minutes of the meeting of the LHAAC held on Friday 30 June 2023 commencing at 1000 in Room 21.429, ECU Campus, Joondalup		
1.0	Welcome and Apologies		
1.1	<u>Opening and Welcome:</u> Emily Dunn, Acting Chair of LHAAC, nominated to Chair the meeting, and was accepted unanimously. Ms Dunn opened the meeting formally at 10.15 and welcomed members.		
1.2	<u>Attendance & Apologies:</u> Attendees: Cr Kate Barlow – Metropolitan LGAs Andrew Campbell – Non-Metropolitan LGAs Emily Dunn – Metropolitan LGAs (S) Ryan Quinn – Metropolitan LGAs (S/F) Sara Saberi – Metropolitan LGAs Kim Frost – Non Metropolitan LGAs Sarah Upton Non-Metropolitan LGAs (A, F) Vic Andrich - D of Health (Non-Voting) (Teams) Ryan Janes – LHAAC Coordinator Trevor Chapman (Outgoing LHAAC Coordinator) KEY: A – Account Authorisation F – Finance Sub Group S – Sampling Sub Group	<u>Term</u> Mar 21 - Mar 24 Feb 23 - Feb 26 Oct 21 - Oct 24 Feb 23 - Feb 26 Sept 22 - Sep 25 Mar 21 - Mar 24 Mar 21 - Mar 24	
2.0	Minutes of the Meeting Held 10 March 2023		
2.1	Any amendments to the Minutes.		
2.2	MOTION: (Dunn/Barlow) The Minutes of the Meeting held 10 March 2023 be adopted as a true and correct record.	<u>In Favour (7-0)</u>	
2.3	REPORTING OF OUT OF SESSION MOTIONS: 1. Resolution re <i>Public Service Award 1992</i> – passed via email 03/04/23: LHAAC recognise the error in the Coordinator’s leave accrual under the Fair Work Act 2009 (since February 2018) and agrees to correct the LHAAC Coordinator’s leave balance as per entitlements under the <i>Public Service Award 1992</i> <u>Proposed / Seconded:</u>	In Favour (7-0) Unam.	

1. Emily Dunn - proposed - 29/03/23
2. Ryan Quinn - seconded - 30/03/23

Supported By:

3. Andrew Campbell - 30/03/23
4. Sara Saberi - 30/03/23
5. Chiat Chew - 30/03/23
6. Sarah Upton - 30/03/23
7. Kim Frost - 30/03/23,
8. Cllr Kate Barlow – 03/04/23

Given financial implications, full support was needed. Motion Carried 03/04/23

2. Resolution re Leave Transfer between jobs – passed via email 10/05/23:

LHAAC agrees to update its internal leave policy to include a clause on transferring leave entitlements for new employees, as per the below:

Transfer of Leave Entitlements:

1. Transfer of leave entitlements for a new employee, from a WA State Government agency to LHAAC is to be limited to:
 - **Long Service Leave:** up to 10 weeks long service leave (375 hours)
 - **Annual Leave:** up to 4 weeks annual leave (150 hours)
 - **Personal Leave:** up to 4 weeks personal leave (150 hours)
2. Transfer of leave entitlements from all other agencies:
 - Nil

Proposed / Seconded:

1. Emily Dunn - proposed - 09/05/23
2. Andrew Campbell - seconded– 10/05/23

Supported By:

3. Ryan Quinn – 10/05/23
4. Sara Saberi - 10/05/23
5. Chiat Chew - 10/05/23
6. Sarah Upton - 10/05/23
7. Kim Frost - 10/05/23
8. Cllr Kate Barlow – 10/05/23

UNAM:

Given financial implications, full support was needed. Motion Carried 10/05/23/

3. Resolution re Secondary Employment – passed via email 22/05/23

LHAAC acknowledges Ryan Janes request dated May 2023 to undertake secondary employment / consultancy work and notes no objections IF managed appropriately, to the satisfaction of LHAAC. The LHAAC Chair will confirm in writing to Ryan Janes that LHAAC approves the proposal as long as the below conditions are met:

1. *Primary employment as LHAAC Coordinator is priority over any secondary employment / consulting work.*
2. *Secondary employment (consulting work) must NOT:*
 - i. *interfere or impact primary employment at any time.*
 - ii. *create conflicts of interest for the primary employment.*
 - iii. *be carried out whilst undertaking primary employment hours.*
3. *Any equipment / hardware provided by LHAAC cannot be used at any time for consulting work purposes (e.g. laptop, desk phone, printing supplies).*

Should conditions 1-3 be found to be in breach LHAAC's approval may be revoked.

Proposed / Seconded:

1. Emily Dunn - proposed – 17/05/23
2. Andrew Campbell - seconded - 17/05/23

Supported By:

3. Kim Frost - 17/05/23
4. Cllr Kate Barlow – 17/05/23
5. Ryan Quinn - 17/05/23
6. Sarah Upton – 22/05/23
7. Sara Saberi – 22/05/23

UNAM:

4 Resolution re Shire of Gingin request for sampling overspend – TBC

Con Bochrinis, from Shire of Gingin, requested a sampling overspend to their allocation (beyond the additional \$2000 permitted under the Sampling Scheme), for the purposes of potable water sampling as part of an ongoing investigation and remediation of a bore supplying two Shire owned public building facilities. Cost estimates from Eurofins ARL for the requested testing totalled \$13,932.50 which will likely be finalised and included as part of the LHAAC June invoice (if approved).

Recommendation:

LHAAC approves the request for overspend based on supplied information and current surplus funds available. More information of investigation will be supplied by Con Bochrinis at the earliest

	<p>convenience.</p> <p><u>Proposed / Seconded:</u></p> <ol style="list-style-type: none"> 1. Ryan Janes - proposed – 16/6/23 2. Sara Saberi – seconded – 16/6/23 3. Ryan Quinn – 16/6/23 4. Andrew Campbell – 16/6/23 5. Sarah Upton – 16/6/23 6. Emily Dunn – 16/6/23 7. Cllr Kate Barlow – 16/06/23 <p>UNAM:</p>		
2.4	<p>LHAAC Coordinator Work Situation</p> <p>Ryan Janes started with LHAAC on 22 May 2023 as the full time Coordinator and is settling in very well.</p> <p>Trevor Chapman has agreed to a contract extension `date of 30 September 2023 (which is a Saturday) to complete the handover to Ryan and assist in major projects such as the Audit/Production of Annual Report; Invoice Process to LGAs for 2023/24. Typically, these tasks end about mid-September.</p>		
2.5	<p>HR assistance from Cornerstone Consulting</p> <p>Cornerstone were engaged to assist with HR requirements in the recruitment, interview process and on-board training and familiarisation needs. Additional work on the transfer of annual, personal, and long service leave, as well as employment conditions and remuneration caused LHAAC to exceed our initial estimate of \$8500. Total spend was \$11,767.</p> <p>Motion (Dunn/Upton): LHAAC acknowledges the overspend of \$3,267 caused by additional work on elements of the recruitment process not anticipated.</p>	In Favour (7-0)	
3.1	<p><u>Department of Health Report</u></p> <ol style="list-style-type: none"> 1. Peter Grey is now scheduled to attend the September meeting, probably as a Teams participant. 2. As part of the D of H restructure the Tobacco Control Board and Radiation section have moved to the Public Health Regulation Unit. The EH Division continues with some organisational changes. System Performance are to take on duties of attendance/caretaking. System Performance Team are also developing guidance materials for LGAs. Stage 5 has been delayed but transition material is being prepared for this. <p>In answer to a question from Cr Barlow about who is taking control of the Vaping issue, VA advised the TCB will take on this responsibility.</p>	<u>For Information</u>	
4.0	SCIENCE BASED SCHEME		
4.1	<p>TC reported that sampling expenditure to 31 May was down on the previous year by \$83,989. This is presumed to be due to Eurofins ARL not being approved as a supplier on the panel in the first seven months of the contract.</p>	<u>For Information</u>	

	<p>It is assumed Agrifood will increase their total sampling for the year by about \$20,000 based on figures at 31 May.</p> <p><u>LHAAC Sampling Scheme Usage</u> AC expressed a need to apply a little more pressure on those LGAs not using the Scheme currently to encourage greater usage. Including details of expenditure by each LGA might also encourage greater participation. AC also suggested making use of the CEO network to encourage greater participation in the Sampling Scheme.</p> <p>Members supported such initiatives.</p> <p>Emily Dunn reported that she and RJ were considering organising some training for EHOs to improve awareness of the Sampling Scheme and how to submit samples, guidelines on understanding results etc.</p> <p>MOTION: (Upton/Saberi) LHAAC reinstate details of sampling expenditure by each LGA in Annual Reports commencing 2022/23.</p> <p><u>Chain of Custody Issues</u> Kim Frost and Ryan Quinn both raised issues concerning chain of custody and basic record keeping. It was agreed that RJ/TC investigate this further with Agrifood staff. Advice to be collected on use of interstate laboratories and shared with LGAs.</p> <p>KF felt the Food Recall on Curry Powder investigated by City of Belmont was a great example of LGA role in a food recall issue.</p>	<p><u>In Favour</u> <u>(7-0)</u></p>	
4.2	<p><u>Monthly Report by contracted Analysts</u> Members acknowledged receipt of the Agrifood reports for Feb, Mar, April and May 2023.</p>	<p><u>For</u> <u>Information</u></p>	
4.3	<p><u>The Sampling Sub-Group</u></p> <p><u>Outstanding CSPs</u> TC has been unable to contact Jeremy Yu to investigate whether he is prepared to assist in reporting outstanding CSPs or doing a handover with a newly appointed RA.</p> <p>If TC has not made contact by 14 July, we will select/appoint a new RA with the assistance of Anne Polley, ECU Placement Coordinator.</p> <p><u>Selection of CSP Subject Matter</u> RJ has been working on ideas for CSPs and he shared his thoughts with the Committee. ED and RQ are also members of the Sampling Sub. David Wilson retains a strong interest in the selection and implementation of CSPs and is interested in continuing as a member of the Sub Committee. Sara Saberi also expressed an interest in joining the Sub Committee.</p>	<p><u>For</u> <u>Information</u></p> <p><u>ACTION:</u> <u>SS to join</u> <u>Sampling</u> <u>Sub Comm.</u></p>	

5.0 LEADERSHIP			
5.1	<u>LHAAC Coordinator Report</u> The Outgoing Coordinator is committed to completing as many outstanding tasks as possible before his retirement, but his main priority is the handover with incoming Coordinator, Ryan Janes. Priority projects for completion are: Completion of Outstanding CSP reports; Written Procedures for weekly, monthly, quarterly and annual tasks; Finance Sub Group up and running;	<u>For Information</u>	
5.2	<u>LHAAC Membership,</u> Nominations were sought in April for three vacant Metropolitan LGA positions. Three nominees were endorsed by WALGA and submitted to the Minister for Health for consideration and approval. LHAAC is still waiting on the outcome of this process.	<u>For Information</u>	
6.0 FINANCIAL SUSTAINABILITY			
6.1	<u>Accounts Passed for Payment since the last meeting (Attachment 6.1)</u> MOTION: (Upton/Quinn) That the accounts listed in Attachment 6.1 in the sum of \$124,889.76 are acknowledged as paid and approved by the Committee.	<u>In Favour:</u> (7-0) <u>Unan</u>	
6.2	<u>Daily Operating Account Summary (Attachment 6.2)</u> MOTION: (Upton/Quinn) The Daily Operating Account Summary is received and noted.	<u>In Favour:</u> (7-0) <u>Unan</u>	
6.3	<u>Current Investments (Attachment 6.3)</u> MOTION: (Upton/Quinn) The Summary of Current Investments is received and noted.	<u>In Favour:</u> (7-0) <u>Unan</u>	
6.4	<u>Establishment of Finance Sub-Group to Review LHAAC Fee Process and Other Financial Matters</u> The decision was taken to defer changes to the Fee process until 2024/25. Moving forward, matters of a financial nature will be investigated and developed by the Finance Sub Committee before presentation to LHAAC. It was recommended that Emily Dunn also join the Finance Sub Committee. MOTION: (Barlow/Quinn) That Emily Dunn also joins the Finance Sub Committee.	<u>In Favour (7-0)</u>	
6.5	<u>Audit Process Update</u> The auditors will be on site on 31 July at ECU. Peter Sproule will be preparing financial statement prior to then and RJ/TC will commence Sampling Reconciliation for both Agrifood Technology and Eurofins ARL and preparation of KPI data.		
6.6	<u>Bankwest Changes</u> There are changes afoot with Bankwest and Commonwealth Bank	<u>Action:</u> <u>RJ/TC</u>	

	<p>operational procedures. LHAAC have not been given any dates when operational changes will occur, but Bankwest are moving to a position of not providing business products under the Bankwest brand. So, term deposit investments and business transaction accounts, for example, will no longer be offered. Unfortunately, no date for the cessation of certain products has been given, but it could be imminently.</p> <p>As a result, RJ and TC have begun investigating other banks and their range of services and seeking advice from Treasury and Office of the Auditor General. At this point in time, LHAAC have not received any formal advice from Bankwest or correspondence regarding any shift in banking procedures.</p>		
6.7	<p><u>Review of Chief Finance Officer Role</u> RJ listed some concerns he has with the role of CFO and the lack of documentation about the role, range of duties and rates of remuneration. He will look at the CFO role more closely prior to the next meeting.</p>	<u>Action: RJ</u>	
6.8	<p><u>Budget for 2023/24</u> The Committee considered the three options presented by RJ and there was unanimous support for Option One which stipulated no CPI increase. Given the present financial climate, and the level of reserve funds held by LHAAC, it was very difficult to approve a budget with increased charges to LGAs</p> <p>MOTION: (Dunn/Quinn). The Committee favour Option One with no CPI increase. Option One be adopted.</p>	<u>In Favour (7-0)</u>	
7.0	ANY OTHER BUSINESS		
7.1	<p><u>LHAAC Research Grant for EH related projects</u> The proposed introduction of a Research Grant process was welcomed. The Committee requested more information be presented at the September meeting.</p>	Action: RJ	
7.2	<p><u>Options for a Record Management System:</u> RJ and ED have had preliminary talks with two developers of Record Management software, Iron mountain Insight and Ellyard Enterprises. More research on these and other providers of such software was encouraged for presentation at the next meeting.</p>	<u>Action: RJ</u>	
7.3	<p><u>Regional EH Group Meeting</u> RJ and TC attended the Eastern Metro Region EHO meeting on 9 June 2023. RJ has been invited to the next meeting on 18 August.</p>	<u>Information</u>	
7.4	<p><u>Metropolitan Food Group</u> RJ is planning to hold the next MFG in late September 2023. Given it is typically held on a Tuesday, September 26th at 1030 has been suggested. We are looking for a host via the MFG network.</p>	<u>Information</u>	
7.5	<p><u>Member Items of Business</u> None</p>		
8.0	Date of Next Meeting		

	The next meeting will be held on Friday 8 September 2023 at 1000 at ECU Joondalup. Room 21.467. A Farewell lunch for TC will follow the meeting. Lunch details to follow.		
9.0	Closure		
	There being no further business Ms Dunn thanked members for their participation. ED closed the meeting at 12.30		

I certify that these Minutes are a true and accurate record of the LHAAC meeting held on 10 March 2023.

Signed: _____

Name: _____

Dated: _____

ATTACHMENT 5.1.1
LHAAC CURRENT ACTIVITIES UPDATED AS AT 1 MARCH 2023

PROJECT	TASK	DUE DATE
Sampling Scheme Management	Ongoing management of contract and analysts	ONGOING
Tender Process	Tender completed. Three suppliers nominated as Preferred Suppliers. Some delay on implementation due to contract conditions dispute. TC to update members.	
Preferred Suppliers Contract Management	Weekly liaison re management of contact	ONGOING
	Checking of Sample Report Forms against costs	ONGOING
	Checking and payment of invoices	ONGOING
LHAAC Financial Management Issues	Day to day management of finances	ONGOING
	Payment of invoices	ONGOING
	Provision of BAS information to Chatto BS	ONGOING
	Monitoring of financial information required for audit	ONGOING
	Management of LHAAC Term Deposits	ONGOING
	Monitor spending on sampling by each LGA and prepare monthly advices to LGAs	ONGOING
	Prepare Budget for 2022/23	COMPLETED
	Issue Invoices and collect Fees 2022/23	ONGOING
	Prepare for /Participate in 2020/21 Audit Tasks	COMPLETED
LHAAC Membership	Monitor membership terms	ONGOING
	Provision of information to members	ONGOING
	Liaison with D of H Legal and WALGA re Nomination Process	ONGOING
	Liaison with D of H Food Unit staff	ONGOING
Coordinated Sampling Project Activity	Need to finalise o/s CSP reports and load to LHAAC website	ONGOING
	Upload completed CSP reports to LHAAC website	COMPLETED
	Monitoring of sampling usage by month	MONTHLY
	Advise LGAs of usage	MONTHLY
	Attended Regional Meetings as required	AS NEEDED
LHAAC Sampling Scheme Management		ONGOING
Metropolitan Food Group		COMPLETED
	Next meeting to be held second quarter of 2023. Venue TBD	ONGOING
Strategic/Business Plan Implementation	Both Plans completed and approved. Need to devise framework for consideration of content at LHAAC meetings.	ONGOING
	Need to set key activities for 202to 2024.	FOR ACTION
Record Keeping Strategy	Investigatory work has commenced on what is required to digitise LHAAC records and develop a Record Keeping Plan for LHAAC as outlined in the State Records Act 2000. RKP submitted for approval by SRO. RKP approved. TC collating records to archive.	ONGOING.

2021/22 PAYMENTS TO CONTRACTED ANALYSTS

AMOUNT PAID TO AGRIFOOD 2021/22 \$	AMOUNT PAID TO EARL 2021/22 \$	TOTAL \$ 2021/22	MONTH	AMOUNT PAID TO AGRIFOOD 2020/21 \$	AMOUNT PAID TO EARL 2020/21 \$	TOTAL 2020/21 \$
6,547	26,592	33,139	JULY	4,161	8,380	12,541
17,808	21,555	39,363	AUG	6,254	7,581	13,835
7,135	19,036	26,171	SEPT	4,318	11,923	16,241
5,655	10,680	16,335	OCT	11,366	25,450	36,816
11,125	31,722	42,847	NOV	8,583	21,810	30,393
12,195	3,454	15,649	DEC	597	12,231	12,828
3,346	11,275	14,621	JAN	746	11,875	12,621
4,099	11,035	15,134	FEB	2,359	12,486	14,845
10,707	2,741	13,448	MAR	17,521	35,668	53,189
13,339	12,058	25,397	APR	7,296	18,786	26,082
3,370	4,426	7,796	MAY	27,390	21,689	49,079
22,444	29,313	51,757	JUNE	5,248	27,243	32,491
117,770	183,887	301,657	TOTAL	95,839	215,122	310,961

2022/23 PAYMENTS TO CONTRACTED ANALYSTS

AMOUNT PAID TO AGRIFOOD 2022/23 \$	AMOUNT PAID TO EARL 2022/23 \$	TOTAL \$ 2022/23 \$	MONTH	AMOUNT PAID TO AGRIFOOD 2021/22 \$	AMOUNT PAID TO EARL 2021/22 \$	TOTAL 2021/22 \$
6,041	14,705	20,746	JULY	6,547	26,592	33,139
5,829	5,150	10,979	AUG	17,808	21,555	39,363
11,218	0	11,218	SEPT	7,135	19,036	26,171
6,232	0	6,232	OCT	5,655	10,680	16,335
12,317	0	12,317	NOV	11,125	31,722	42,847
35,574	0	35,374	DEC	12,195	3,454	15,649
6,631	0	6,631	JAN	3,346	11,275	14,621
			FEB	4,099	11,035	15,134
			MAR	10,707	2,741	13,448
			APR	13,339	12,058	25,397
			MAY	3,370	4,426	7,796
			JUNE	22,444	29,313	51,757
			TOTAL	117,770	183,887	301,657

LOCAL HEALTH AUTHORITIES ANALYTICAL COMMITTEE MEMBERSHIP POSITION

AS AT 10 MARCH 2023 (ATTACHMENT 5.2.1)

NAME	REPRESENTING	TERM COMMENCING	TERM ENDING	STATUS
Cr Kate Barlow	METRO	25 March 2021	24 March 2024	OK TO March 2024
Tsyr Chiat Chew	METRO	10 February 2020	9 February 2023	Did not renominate. Staying on for March 2023 Meeting
Emily Dunn	METRO	9 October 2021	8 October 2024	OK to Oct 2024
Ryan Quinn	METRO	10 February 2020	9 February 2023	Ryan Quinn re-appointed to Feb 2026
Sara Saberi	METRO	5 Sept 2022	4 Sept 2025	OK to 2025
3 x Position Vacant	METRO	Feb 2023	Feb 2026	Going out to Nomination Process Feb 2023
Kim Frost	NON METRO	25 March 2021	24 March 2024	OK to 2024
Sarah Upton	NON METRO	25 March 2021	24 March 2024	OK to 2024
Andrew Campbell	NON METRO	June 2020	9 Feb 2023	Andrew Campbell Re-appointed to Feb 2026
Vic Andrich; OR	D of H	N/A	N/A	

NOTE:

Three nominees from the February round of nominations were all put forward to the Minister for consideration.

ATTACHMENT 6.1

ACCOUNTS PASSED FOR PAYMENT (Dec 2022 to 28 Feb 2023)

OBB	PAYEE	DETAILS	AMOUNT
			\$
1137	Agrifood	Analyst Fees NOV	\$12,317.37
1138	Trevor Chapman	Meeting and Catering Expenses	\$130.80
1139	ATO	November BAS	\$3,484.00
1140	ChemCentre	Analytical Fees DEC	\$136.40
1141	EHA WA	Sponsorship of 78 th State Conference	\$2,750.00
1142	ATO	ESG Super	\$3,719.81
1143	ECU	Semester Parking	\$87.34
1144	Agrifood	Analyst Fees DEC	\$35,574.22
1145	Officeworks	Stationery	\$88.48
		TOTAL	\$58,288.42

ATTACHMENT 6.2

**DAILY OPERATING ACCOUNT SUMMARY
1 DEC 2022 TO 28 FEB 2023**

DATE	DETAILS	AMOUNT	BALANCE
1 DEC 2022	Opening Balance B/F		\$549,887
	ADD:		
	Estimated Income 1 Dec to 31 Dec	\$1,128	
	Estimated Income 1 Jan to 31 Jan	\$0	
	Estimated Income 1 Feb to 28 Feb	\$14,200	
	Sub Total (1)	\$15,328	\$565,215
	LESS:		
	Account Expenditure 1 Dec to 31 Dec	\$26,290	
	Account Expenditure 1 Jan to 31 Jan	\$13,284	
	Establishment of 6 x \$50,000 TD's	\$300,000	
	Account Expenditure 1 Feb to 28 Feb	\$42,564	
	Sub Total (2)	\$382,138	
28 FEB 2022	Closing Balance (1) – (2)		\$183,077

ATTACHMENT 6.3
SUMMARY OF CURRENT LHAAC INVESTMENTS AS AT 30 NOV 2022

DATE	ACCOUNT	ACTION
01 Aug 2022	BANKWEST 089-355939-3	\$50,000 Term Deposit RENEWED for 6 months at 3.30%
01 Aug 2022	BANKWEST 089-355942-4	\$50,000 Term Deposit RENEWED for 6 months at 3.30%
01 Aug 2022	BANKWEST 089-355943-2	\$50,000 Term Deposit RENEWED for 6 months at 3.30%
01 Aug 2022	BANKWEST 089-355944-0	\$50,000 Term Deposit RENEWED for 6 months at 3.30%
01 Aug 2022	BANKWEST 089-355945-8	\$50,000 Term Deposit RENEWED for 6 months at 3.30%
01 Aug 2022	BANKWEST 089-355946-6	\$50,000 Term Deposit RENEWED for 6 months at 3.30%
01 Aug 2022	BANKWEST 089-355947-4	\$50,000 Term Deposit RENEWED for 6 months at 3.30%
01 Aug 2022	BANKWEST 089-355948-2	\$50,000 Term Deposit RENEWED for 6 months at 3.30%
23 Dec 2022	BANKWEST 089-364141-7	\$50,000 Term Deposit RENEWED for 6 months @3.20%
23 Dec 2022	BANKWEST 089-364143-3	\$50,000 Term Deposit RENEWED for 6 months @3.20%
23 Dec 2022	BANKWEST 089-364144-1	\$50,000 Term Deposit RENEWED for 6 months @3.20%
16 Feb 2023	BANKWEST 162-117086-2	\$50,000 Term Deposit RENEWED for 6 months @ 3.30%
16 Feb 2023	BANKWEST 162-117087-0	\$50,000 Term Deposit RENEWED for 6 months @ 3.30%
16 Feb 2023	BANKWEST 162-117088-8	\$50,000 Term Deposit RENEWED for 6 months @ 3.30%
16 Feb 2023	BANKWEST 162-117089-6	\$50,000 Term Deposit RENEWED for 6 months @ 3.30%
16 Feb 2023	BANKWEST 162-117090-1	\$50,000 Term Deposit RENEWED for 6 months @ 3.30%
16 Feb 2023	BANKWEST 162-117092-7	\$50,000 Term Deposit RENEWED for 6 months @ 3.30%
24 Feb 2023	BANKWEST 162-158152-6	\$50,000 Term Deposit Renewed for 6 months @3.40%
24 Feb 2023	BANKWEST 162-158153-4	\$50,000 Term Deposit Renewed for 6 months @3.40%
24 Feb 2023	BANKWEST 162-158154-2	\$50,000 Term Deposit Renewed for 6 months @3.40%
24 Feb 2023	BANKWEST 162-158155-0	\$50,000 Term Deposit Renewed for 6 months @3.40%
14 Feb 2023	BANKWEST 412-000577-2	\$50,000 Term Deposit Established 6 months @ 3.30%
14 Aug 2022	BANKWEST 412-000578-0	\$50,000 Term Deposit Established 6 months @ 3.30%
14 Aug 2022	BANKWEST 412-000579-8	\$50,000 Term Deposit Established 6 months @ 3.30%
14 Aug 2022	BANKWEST 412-000580-3	\$50,000 Term Deposit Established 6 months @ 3.30%
17 Dec 2022	BANKWEST 412-196521-3	\$50,000 Term Deposit Established 6 months @3.30%
17 Dec 2022	BANKWEST 412-196522-1	\$50,000 Term Deposit Established 6 months @3.30%
17 Dec 2022	BANKWEST 412-196525-5	\$50,000 Term Deposit Established 6 months @3.30%
17 Dec 2022	BANKWEST 412-196526-3	\$50,000 Term Deposit Established 6 months @3.30%
17 Dec 2022	BANKWEST 412-196524-7	\$50,000 Term Deposit Established 6 months @3.30%
17 Dec 2022	BANKWEST 412-196523-9	\$50,000 Term Deposit Established 6 months @3.30%

NOTE:

As at 28 Feb 2023 LHAAC has \$1,550,000 in term deposit principal amounts.
Accumulated interest is paid into Operating Account.