



## Attachments

Ordinary Council Meeting  
Wednesday 13 September 2023

Date	Wednesday 13 September 2023
Time	3:30pm
Location	Shire of Wickepin Council Chambers 77 Wogolin Road, Wickepin WA 6370
Distribution Date	Friday 8 September 2023



## 7.1 Confirmation of Minutes of Previous Meeting



# Minutes

Ordinary Council Meeting  
Wednesday 16 August 2023

Date	Wednesday 16 August 2023
Time	3:30pm
Location	Shire of Wickepin Council Chambers 77 Wogolin Road, Wickepin WA 6370
Distribution Date	Thursday 17 August 2023



## Notice of Meeting

The Chief Executive Officer recommends the endorsement of these minutes at the next Ordinary Council Meeting.

A handwritten signature in blue ink that reads "Nathan Cain".

Nathan Cain  
Chief Executive Officer  
Thursday 17 August 2023

**Disclaimer**

*No responsibility whatsoever is implied or accepted by the Shire of Wickepin for any act, omission or statement or intimation occurring during council / committee meetings or during formal / informal conversations with Shire of Wickepin employees or representatives. The Shire of Wickepin disclaims any liability for any loss whatsoever and howsoever caused arising out of reliance by any person or legal entity on any such act, omission or statement or intimation occurring during council / committee meetings or discussions. Any person or legal entity who acts or fails to act in reliance upon any statement does so at that person's or legal entity's own risk.*

*In particular, and without derogating in any way from the broad disclaimer above, in discussion regarding any planning application or application for a licence, any statement or limitation of approval made by a member, employee or representative of the Shire of Wickepin during the course of any meeting is not intended to be, and is not to be, taken as notice of approval from the Shire of Wickepin. The Shire of Wickepin warns anyone who has an application lodged with the Shire of Wickepin must obtain, and only should rely on, written confirmation of the outcome of the application, and any conditions attaching to the decision made by the Shire of Wickepin in respect of the application.*

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# 1 Declaration of Opening

The Presiding Member declared the meeting open at 3.36pm.

## 2 Attendance

### 2.1 Present

#### Councillors

J Russell	Shire President
W Astbury	Deputy Shire President
T Miller	Councillor
F Allan	Councillor
L Corke	Councillor
J Mearns	Councillor

#### Employees

N Cain	Chief Executive Officer
E Clement	Deputy Chief Executive Officer
M Martin	Executive Support Officer

#### Members of Public

There was zero (0) members of the public in attendance at the commencement of the meeting.

## 3 Public Question Time

### 3.1 Responses to Previous Public Questions Taken On Notice

Nil

### 3.2 Public Question Time

Nil

## 4 Apologies and Leave of Absence

### 4.1 Apologies

Nil

### 4.2 Previously Approved Leave of Absence

Cr P Thompson was granted leave of absence for the period 15 August 2023 to 6 September 2023.

### 4.3 Requests for Leave of Absence

Nil



## 5 Petitions, Memorials and Deputations

### 5.1 Petitions

Nil

### 5.2 Memorials

Nil

### 5.3 Deputations

Nil

## 6 Declarations of Councillors and Officers Interest

A member or officer who has an impartiality, proximity or financial interest in any matter to be discussed at this meeting must disclose the nature of the interest either in a written notice given to the Chief Executive Officer prior to the meeting or at the meeting immediately before the matter is discussed.

A member who makes a disclosure in respect to an interest must not preside at the part of the meeting which deals with the matter, or participate in, or be present during, any discussion or decision-making process relative to the matter, unless the disclosing member is permitted to do so under Section 5.68 or Section 5.69 of the *Local Government Act 1995*.

The following declarations of interest have been disclosed –

14.3 2023 - 2024 Annual Budget Adoption (Capital Initiative)	
Name	Cr J Russell
Nature of interest	Proximity
Interest description	Owns land in partnership with husband adjoining Yarling Brook Road.

## 7 Confirmation of Minutes of Previous Meetings

### 7.1 Minutes of the Ordinary Council Meeting held on 19 July 2023

#### Officer Recommendation

*That Council confirm the minutes of the Ordinary Council Meeting held on Wednesday 19 July 2023, as included in the attachments, as a true and accurate record.*

#### Council Decision

**Resolution**    **OCM-230816-01**  
**Moved**        **Cr F Allan**  
**Second**       **Cr W Astbury**

**That Council confirm the minutes of the Ordinary Council Meeting held on Wednesday 19 July 2023 as included in the attachments, as a true and accurate record.**

<b>Carried</b>	<b>6/0</b>
<b>For</b>	<b>Cr J Russell, Cr W Astbury, Cr T Miller, Cr F Allan, Cr L Corke, Cr J Mearns</b>
<b>Against</b>	<b>Nil</b>

## 8 Status Report

### Key

○ = in progress    ✓ = completed    ✕ =superseded

Item	Subject	Council Decision	Status	Action
1104-190820-11	Albert Facey Homestead Committee Recommendations	An inventory of all public artefacts and donations within the Shire is to be completed.	○	Commenced, not yet complete. Chief Executive Officer has contacted the Committee regarding progress of the project.
1161-150921-13	Townscape and Cultural Planning Committee Recommendations	That the current Wogolin Road Information Board not be re-sited and that a new board be redesigned.	○	Commenced, researching digital signage. Chief Executive Officer has contacted the Committee regarding progress of the project.
OCM-230517-07	Naming of the Wickepin Independent Living Units	That Council – 1. Call for public submissions regarding suggested names for the Wickepin Independent Living Units Complex / Units, and 2. For any received submissions to be provided to Council for consideration.	✓  ○	Submissions closed on Friday 30 June 2023 and seven (7) submissions were received.  Further discussion to be held at the August Council Forum.

Where a resolution is formal, procedural or lost it has not been recorded (e.g. confirmation of minutes, meeting behind closed doors, lapsed, etc).

## **9 Motions of Which Notice Has Been Given**

Nil

## **10 Receipt of Committee Minutes or Reports and Consideration of Recommendations**

### **10.1 Minutes of the Lifestyle Retirement Committee Meeting held on Wednesday 2 August 2023.**

#### **Officer Recommendation**

*That Council receive the minutes of the Lifestyle Retirement Committee Meeting held on Wednesday 2 August 2023, as included in the attachments.*

#### **Council Decision**

**Resolution** OCM-230816-02

**Moved** Cr F Allan

**Second** Cr J Mearns

**That Council confirm the minutes of the Lifestyle Retirement Committee Meeting held on Wednesday 2 August 2023 as included in the attachments, as a true and accurate record.**

**Carried** 6/0

**For** Cr J Russell, Cr W Astbury, Cr T Miller, Cr F Allan, Cr L Corke, Cr J Mearns

**Against** Nil

## 11 President's Report

Welcome to our staff is extended to Jordyn Harvey, who has commenced duties as Customer Service Officer.

We say farewell to long serving grader driver, Colin Plumb, who has announced his retirement after 25 years of being with Wickepin Shire. Thank You Colin, for all of your years with us, and we wish you all the very best for your retirement.

Congratulations to Mr Trevor Leeson, who has been nominated to continue as the Chief Bush Fire Control Officer for season 2023/2024, and to Mr Luke Lansdell, who has been nominated to continue as Deputy Bush Fire Control Officer. Council welcomes new Fire Control Officers - Callam Sims, Toby Russell and Todd Mullan - and wishes all Emergency Service Volunteer men and women safe travels in your endeavours to keep our communities safe.

On July 31<sup>st</sup>, a meeting between relevant stakeholders (State Government agencies, Impacted Local Governments and Potential Users of the rail-lines) and hosted by the Department of Transport, was held to discuss the current progress and outcomes of the feasibility study being undertaken by Jacobs for the possible reinstatement of the rail network from Narrogin through to Kulin and a spur line to Wickepin. Disappointingly, initial outcome of the investigation has identified that the social and environmental benefits created through the reinstatement of the rail network are far outweighed by the economic dis-benefits.

Administrative representatives from CBH stated they were unlikely to use the rail network as this represented an increased cost to the organisation (which would be passed onto the growers) without sufficient financial gain.

Local governments argued the costs of not having the rail will see a faster deterioration of the road network than the modelling presented by Main Roads WA (which is currently based on a thirty (30) year life expectancy) and this is likely to have a detrimental impact on road safety.

Although the research group agreed to attempt to remodel the economics based on faster deterioration rates for the road network, however acknowledged if CBH were not prepared to use the Narrogin to Kulin rail network then the argument for the reinstatement may now be mute.

The shire has a number of building projects happening at the moment – The Johnston Park Independent Living Units which are in their final stages of completion; Wogolin Road Recreation Skatepark Construction by SkateSculpture; and the Upgrade of the public toilet facilities at Lake Yealering.

On Saturday 12<sup>th</sup> August I was interviewed by ABC radio announcer Paul Cook on the Saturday morning Breakfast show with regards to our new skatepark construction, where I was able to brief on the project benefits to our community and to travellers passing through, and also had the opportunity to mention and thank the Federal Government for the funding through the Local Roads and Community Infrastructure Grant Funding.

On Tuesday 15<sup>th</sup> August CEO Nathan, MOW Graeme and myself took part in teams meeting of the Lakes Sub-Group of Wheatbelt South Regional Road Group, where Graeme was elected as the second delegate of the Wheatbelt South Technical Working Group. Congratulations Graeme. Items of road projects and funding for the forthcoming year of 2023-24 were discussed prior to the full Regional Road Group meeting to be held at Wickepin on 8<sup>th</sup> September, 2023.

## 12 Report by the Chief Executive Officer

A summary of some of the activities undertaken by the Chief Executive Officer for July 2023 is below

–

### Aboriginal Cultural Heritage Act

Attended a workshop in Northam hosted by the Department of Planning, Lands and Heritage regarding the implementation of the *Aboriginal Cultural Heritage Act 2021*. The workshop was well attended, primarily by agricultural representatives, and attendees were given answers to the majority of their questions. It is fair to say the Act was not well supported by those in attendance.

### Curbing the Rise in Overweight and Obesity in the Wheatbelt

Attended a seminar hosted by WA Country Health Services regarding the increasing percentage of persons of all ages in the Wheatbelt who are overweight and / or obese. Nearly 40% of adults in the Wheatbelt are classified as obese and local governments are encouraged to promote initiatives which support physical, financial and social access to healthy, affordable and quality foods for everyone regardless of where they live.

### Regional Development Projects

Met with the Director Regional Development (M Walker) at Regional Development Australia (Wheatbelt), and other Wheatbelt Chief Executive Officers, to discuss current projects being undertaken and those which are coming up. The purpose of the meeting is to identify opportunities for local government collaboration, for efficiency and cost-reductions, and also to identify potential resourcing issues through competing projects.

### Tier 3 Rail Network

Along with the Shire President, met with representatives from the Shire of Kulin to discuss options and opportunities associated with the current study for the possible reinstatement of the rail network from Narrogin through to Kulin.

Met with the Senior Project Manager – Economics and Strategic Advisory (S Manders) at Jacobs (acting on behalf of the State government) regarding the current study for the possible reinstatement of the rail network from Narrogin through to Kulin.

### Residential Land Release

Met with the Principal Regional Development Officer (A MacKenzie) from the Wheatbelt Development Commission regarding State government support for residential land release in the Wickepin district.

Met with the Senior Development Manager (K Coman) from Development WA regarding State government support for residential land release in the Wickepin district.

### Road and Fencing Damage

Met with B Green regarding damage to Melican Road and adjoining fencing, and agreed to reinstatement works.

### Community Engagement

Attended a seminar held by the WA Local Government Community Engagement Network regarding proposed legislative changes to community engagement requirements.

Legislation Changes

Attended a webinar hosted by the Department of Local Government, Sport, and Cultural Industries regarding recent and upcoming legislation changes which will impact local government.

Dental Health Improvement – Wheatbelt

Attended a seminar hosted by the Wheatbelt Public Health Unit regarding declining levels of oral health in the Wheatbelt region and strategies to improve and increase access to dental health services for residents.

Bushfire Training and Development Opportunities

Met with the Area Officer Narrogin East (G Stevens) from the Department of Fire and Emergency Services regarding training and development opportunities for bushfire volunteers in the district. Discussion was also held regarding the Bushfire Risk Management Plan, regional Chief Executive Officer training, and additional communication equipment for the district.

## **13 Notices of Motions for the Following Meeting**

Nil



## 14 Reports and Information

### 14.1 Monthly Schedule of Accounts Paid – July 2023

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<b>Submission to</b>	Ordinary Council Meeting
<b>Location / Address</b>	-
<b>Name of Applicant</b>	-
<b>File Reference</b>	FM.FR.1212
<b>Author</b>	E Clement – Deputy Chief Executive Officer
<b>Interest Disclosures</b>	-
<b>Report Written Date</b>	9 August 2023
<b>Attachments</b>	Monthly Schedule of Accounts Paid – July 2023

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#### Summary

Council is required to have a Schedule of Accounts Paid produced each month containing relevant information, as legislated.

The purpose of this report is to present the –

- Schedule of Creditor Accounts Paid, including Corporate Credit Card Reconciliations, for July 2023, and
- Trust Fund Payments for July 2023.

Council is requested to confirm the Monthly Schedule of Accounts Paid, as included in the attachments.

#### Background

The *Local Government (Financial Management) Regulations 1996* requires Shire officers to, monthly and within a prescribed timeframe, prepare a schedule of payments made from the Municipal Fund and the Trust Fund and present this to Council for confirmation.

#### Comments

Shire officers have prepared the Monthly Schedule of Accounts Paid, in accordance with legislative requirements, and this is attached.

The schedule of accounts, covering vouchers as listed below, have been checked and are fully supported by vouchers and invoices which are submitted herewith and which have been duly certified as to the receipt of goods and the rendition of services and as to prices computation, and costings and the amounts shown have been remitted.

For the month under review the following summarised details are presented –

<b>Municipal Fund</b>	<b>Vouchers</b>	<b>Amounts</b>
Electronic Funds Transfer	13667 - 13745	\$392,435.17
Cheques	15892	\$9,781.52
Direct Deductions	July 2023	\$2,155.86
Superannuation	July 2023	\$13,527.17
Credit Card	July 2023	\$487.32
BPay Payments	July 2023	\$0.00
Payroll	July 2023	\$84,224.00
Licensing	July 2023	\$15,321.70
<b>Municipal Fund Total</b>		<b>\$517,932.74</b>
<b>Trust Fund</b>		
Electronic Funds Transfer	13742 - 13744	\$1,128.25
Cheques		\$0.00
<b>Trust Fund Total</b>		<b>\$1,128.25</b>
<b>Total</b>	<b>July 2023</b>	<b>\$519,060.99</b>

### **Statutory Environment**

*Local Government (Financial Management) Regulations 1996 – Regulation 13. Payments from municipal fund or trust fund by CEO, CEO's duties as to etc.*

Where the local government has delegated to the Chief Executive Officer the exercise of its power to make payments from the municipal fund or the trust fund, a list of accounts paid by the Chief Executive Officer is to be prepared each month showing details for each account paid.

This list is to be presented to the council at the next ordinary meeting of the council and recorded in the minutes.

### **Policy Implications**

*Council Policy 3.1.7 – EFT Payment and Cheque Issue*

Council has authorised the Chief Executive Officer to make payments from the municipal fund and the trust fund.

### **Financial Implications**

#### Current Financial Year

Payments included on the Schedule of Accounts Paid have been undertaken in accordance with appropriate processes and the Annual Budget.

#### Future Financial Years

Nil

### **Strategic Implications**

Nil

**Voting Requirement**

Simple majority

**Officer Recommendation**

*That Council, pursuant to Regulation 13 of the Local Government (Financial Management) Regulations 1996 acknowledges payments from the Municipal Fund of \$517,932.74 and from the Trust Fund of \$1,128.25, as included in the attachments, for July 2023.*

**Council Decision****Resolution** OCM-230816-03**Moved** Cr W Astbury**Second** Cr J Mearns

**That Council, pursuant to Regulation 13 of the Local Government (Financial Management) Regulations 1996 acknowledges payments from the Municipal Fund of \$517,932.74 and from the Trust Fund of \$1,128.25, as included in the attachments, for July 2023.**

**Carried** 6/0**For** Cr J Russell, Cr W Astbury, Cr T Miller, Cr F Allan, Cr L Corke, Cr J Mearns**Against** Nil

## 14.2 Statement of Financial Activity – July 2023

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<b>Submission to</b>	Ordinary Council Meeting
<b>Location / Address</b>	-
<b>Name of Applicant</b>	-
<b>File Reference</b>	FM.FR.1212
<b>Author</b>	E Clement – Deputy Chief Executive Officer
<b>Interest Disclosures</b>	-
<b>Report Written Date</b>	9 August 2023
<b>Attachments</b>	Statement of Financial Activity – July 2023

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### Summary

Council is required to have a Statement of Financial Activity produced each month containing relevant information, as legislated.

The purpose of this report is to present the Statement of Financial Activity for the period ended July 2023.

Council is requested to accept the Statement of Financial Activity.

### Background

The *Local Government (Financial Management) Regulations 1996* require Shire officers, monthly and within a prescribed timeframe, to prepare financial reports covering prescribed information and present these to Council.

### Comments

Shire officers have prepared the Statement of Financial Activity, and supporting documentation, in accordance with legislative requirements, and this is attached.

### Statutory Environment

*Local Government Act 1995 – Section 6.4 Financial report*

Local governments are required to prepare and present financial reports, on an annual basis and at any other time, and in any other format, as prescribed.

*Local Government (Financial Management) Regulations 1996 – Regulation 34 Financial activity statement required each month (Act s. 6.4)*

Shire officers are to prepare each month a statement of financial activity reporting on revenue and expenditure as set out in the annual budget. Each statement of financial activity is to be accompanied by information explaining the composition of net assets less committed and restricted assets, any material variances and any other supporting information considered relevant.

### Policy Implications

*Council Policy 3.1.14.2 – Monthly Financial Reporting*

The Chief Executive Officer shall ensure a monthly statement of financial activity complies with all aspects of the Act and *Local Government (Financial Management) Regulations 1996*.

**Financial Implications**Current Financial Year

Commentary on the current financial position is outlined within the body of the attached reports.

Future Financial Years

Nil

**Strategic Implications**

Nil

**Voting Requirement**

Simple majority

**Officer Recommendation**

*That Council, pursuant to Regulation 34 of the Local Government (Financial Management) Regulations 1996, accepts the Statement of Financial Activity and associated documentation for July 2023, as included in the attachments.*

**Council Decision**

**Resolution**    OCM-230816-04  
**Moved**        Cr L Corke  
**Second**       Cr F Allan

**That Council, pursuant to Regulation 34 of the Local Government (Financial Management) Regulations 1996, accepts the Statement of Financial Activity and associated documentation for July 2023, as included in the attachments.**

**Carried**        6/0  
**For**            Cr J Russell, Cr W Astbury, Cr T Miller, Cr F Allan, Cr L Corke, Cr J Mearns  
**Against**       Nil

### 14.3 2023-2024 Annual Budget Adoption

<b>Submission to</b>	Ordinary Council Meeting
<b>Location / Address</b>	-
<b>Name of Applicant</b>	-
<b>File Reference</b>	FM.BU.1208
<b>Author</b>	N Cain – Chief Executive Officer
<b>Interest Disclosures</b>	-
<b>Report Written Date</b>	9 August 2023
<b>Attachments</b>	2023-2024 Annual Budget (Under Separate Cover)

#### Summary

Council is required to adopt an annual budget for each financial year for the purposes of allocating resources towards the provision of works and services.

Council is requested to –

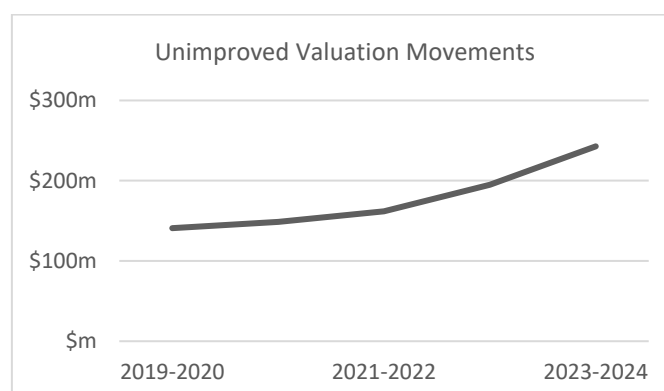
1. Adopt, by an absolute majority, the 2023-2024 Annual Budget which includes –
  - The Municipal Fund Budget for 2023-2024,
  - General differential rates, minimum payments, and instalment arrangements,
  - Fees and charges,
  - Council member payments, and
2. Adopt, by a simple majority, the 2023-2024 material variance reporting parameters.

#### Background

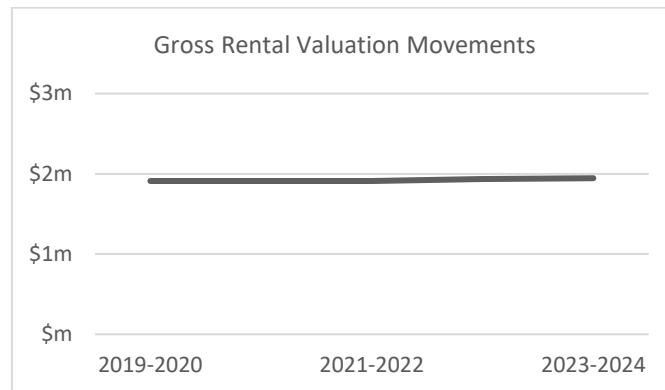
The 2023-2024 Annual Budget has been developed over several months, which has included –

- Workshops for council members aimed at delivering information, exploring concepts and clarifying options,
- Research with other local governments regarding the approach towards increased costs,
- Modelling of new Unimproved Valuations for properties outside townsites,
- Consideration of grant funding and the conditions for those funds, and
- Consideration of Council's Integrated Planning Framework.

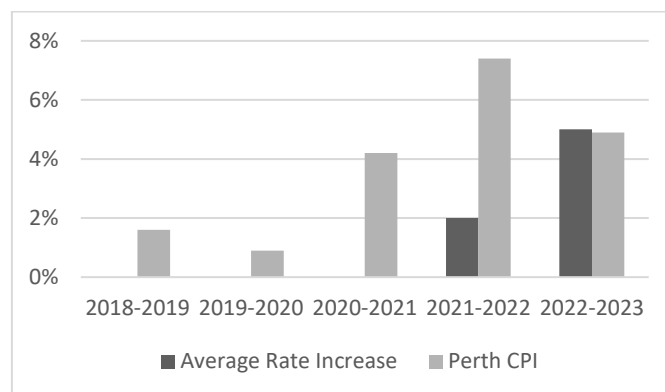
The following chart highlights the total of the Shire's Unimproved Property Valuations over the past years. The valuations averaged an increase of 25% across the Shire for the 2023-2024 financial year.



The following chart highlights the total of the Shire’s Gross Rental Property Valuations over the past years. This year was a non-assessment year so any increase is as a result of extra development in townsites.



The following chart highlights the average rate increase set by Council over the past years. It is important to note Council was restricted by legislation from increasing rate percentages in 2020-2021 due to COVID-19 legislation. The Perth Consumer Price Index (CPI) (All Groups) is shown for each comparative year. In 2018-2019, 2019-2020 and 2020-2021 Council did not undertake to apply a percentage rate increase.



**Comments**

Annual Budget

The 2023-2024 Annual Budget has been prepared to include information required by legislation and Australian Accounting Standards.

The main features of the Annual Budget include –

- The budget has been prepared with an average 6% rate increase, which is comparative to increased costs currently being experienced for local governments.
- Minimum Payments for Rates has increased to \$550, compared to \$525 in 2022-2023.
- The initial rates strike, not the forecast rates for the entire year, is \$1.69 million, which compares to \$1.60 million in 2022-2023.
- Individual salaries and wages have increased by 5.75% in accordance with instruction from the Fair Work Commissioner.
- Fees and charges increased by 5%, where applicable, to reflect the increased cost in providing goods and services.
- Entry fees to the Wickepin Swimming Pool remain the same as for 2022-2023.

- Total capital expenses of \$3.27 million, representing \$2.7 million in new initiatives and \$0.6 million of projects funded and carried forward from the previous year.
- Total operating expense of \$8.8 million, consisting of \$4.8 million in non-cash expense required to be reported to meet Australian Accounting Standards.
- No new loans are proposed.
- An estimated surplus of \$2.35 million is anticipated to be brought forward from 30 June 2023. This is an unaudited figure which includes \$1.81 million of prepaid Financial Assistance Grants (which has been notionally identified as Council's total annual grant allocation). Any changes to this surplus value will be presented to Council at a future budget review.

### Material Variance

Each year Council is required to adopt a percentage or value for the purposes of reporting material variances in the monthly Statement of Financial Activity.

This value or percentage is then used throughout the financial year to identify potential areas in Council's actual revenue and expenses which may be deviating from Council's budget.

The early identification of those potential issues can assist in better utilisation and allocation of Council funds and resources.

It is proposed to maintain the material variance adopted by Council in 2022-2023.

The level for reporting is proposed is for 10% or \$10,000, whichever is the greater.

It should be noted Shire officers are monitoring variances at a more granular level on a weekly basis.

### Statement of Calculation of the Annual Budget

In compiling the Annual Budget, Shire officers have, in accordance with legislation and Australian Accounting Standards –

- Identified and reviewed recurring operating revenue and expense,
- Prepared salary and wage schedules, including proposed new employees, employee increment changes, local government award increases, and the mandated increase from 10.5% to 11.0% for the superannuation guarantee,
- Prepared water, power, and other essential cost estimates and increase assumptions,
- Prepared capital expense forecasts based, where possible, on reasonably assumed estimates for construction and / or purchase, together with indicative timing (taking into account resourcing requirements),
- Confirmed grants reasonably expected to be received for both operating and capital initiatives,
- Forecast the opening position based on the information available at the time of collation,
- Identified committed carry forward funds from the previous financial year,
- Identified committed funds held as contract liabilities,
- Obtained revenue estimates for the disposal of non-current assets,
- Obtained estimates for insurance, including workers' compensation,
- Reviewed fees and charges, and
- Prepared and collated the information in the statutory budget in accordance with the recommendations of the Department of Local Government.



## **Statutory Environment**

*Local Government Act 1995*

*Section 2.7 (Role of council)*

Council is responsible for the performance of the local government's function and is responsible for the allocation of the local government's finances and resources.

*Local Government Act 1995*

*Section 5.2 (Administration of local governments)*

Council is to ensure there is an appropriate structure for administering the local government.

*Local Government Act 1995*

*Section 5.56 (Planning for the future)*

A local government is to plan for the future of the district and is to ensure plans are made.

*Local Government Act 1995*

*Section 6.2 (Local government to prepare annual budget)*

During the period 1 June in a financial year to 31 August in the next financial year, or such extended time the Minister allows, each local government is to prepare and adopt, by absolute majority, in the form and manner prescribed, a budget for its Municipal Fund for the financial year end 30 June next following the 31 August.

In formulating the budget, council is to have regard to the contents of the Strategic Community Plan and prepare detailed estimates for the applicable year.

*Local Government (Financial Management) Regulations 1996*

*Part 3 (Annual Budget)*

This area establishes the form and content of the budget document and requires a copy of the Annual Budget to be submitted to the department responsible for local government within thirty (30) days of adoption by Council.

*Local Government (Financial Management) Regulations 1996*

*Regulation 34 (Financial activity statement required each month)*

Council is required to adopt a percentage or value, calculated in accordance with Australian Accounting Standards, to be used in the monthly Statement of Financial Activity for the purposes of reporting material variances.

Numerous other pieces of legislation impact the Annual Budget including, although not limited to –

- The Local Government (Miscellaneous Provisions) Act 1960,
- The Waste Avoidance and Resources Recovery Act 2007, and
- The Building Regulations 2012.

This Act provides for, amongst other matters, standards for the construction and demolition of buildings and incidental structures.

*Building Services (Complaint Resolution and Administration) Act 2011*

This Act provides for, amongst other matters, a system for dealing with complaints about building services, building contract matters, and ensuring compliance with laws about building services.

### **Policy Implications**

Nil

### **Financial Implications**

#### Current Financial Year

This report makes recommendation to council on the adoption of the 2023-2024 Annual budget, which includes –

- Operating revenue of \$2.66 million,
- Operating expense of \$8.83 million,
- Capital funding of \$2.91 million,
- Capital expense of \$3.27 million,
- No new loans,
- Transfers from reserve of \$0.11 million,
- Transfers to reserve of \$0.57 million,
- And a surplus brought forward from the previous year of \$2.35 million.

#### Future Financial Years

Revenue and expense decisions and occurrences in the current financial year will have a flow over impact into following financial years.

### **Strategic Implications**

The Annual Budget has been prepared to deliver outcomes identified in the Strategic Community Plan.

### **Voting Requirement**

Absolute majority for budget adoption, simple majority for material variance adoption (may be considered separately or together)

### **Officer Recommendation**

*That Council, with respect to the adoption of the 2023-2024 Annual Budget,*

*a In accordance with the provisions of Section 6.2 of the Local Government Act 1995, and Part 3 of the Local Government (Financial Management) Regulations 1996, adopts the 2023-2024 Annual Budget, as included in the Attachments, which includes the following –*

- i Statement of Comprehensive Income showing total comprehensive income for the year of (\$3,519,133),*
- ii Statement of Financial Activity showing an amount required to be raised from rates of \$1,552,400,*
- iii Notes to, and forming part of, the budget,*
- iv Capital initiatives for the year,*
- v Fees and charges to be applied for the year, and*
- vi Budgeted management schedules.*

- b For the purpose of yielding the deficiency disclosed in the 2023-2024 Annual Budget, and in accordance with Sections 6.32, 6.33, 6.34 and 6.35 of the Local Government Act 1995, imposes the following general rates and minimum payments –
- |     |  |          |
|-----|--|----------|
| i   | General Rate – Gross Rental Valuation (GRV) rate in the dollar | 0.078864 |
| ii  | General Rate – Unimproved Valuation (UV) rate in the dollar    | 0.006166 |
| iii | Minimum Payment – Gross Rental Valuation (GRV)                 | \$ 550   |
| iv  | Minimum Payment – Unimproved Valuation (UV)                    | \$ 550   |
- c In accordance with Section 6.45 of the Local Government Act 1995, and Regulation 64 of the Local Government (Financial Management) Regulations 1996, determines the following due dates for rate payments in full and by instalments –
- |    |                                |                   |
|----|--------------------------------|-------------------|
| i  | Option 1 Full payment due date | 27 September 2023 |
| ii | Option 2 Instalment 1 due date | 27 September 2023 |
|    | Instalment 2 due date          | 27 November 2023  |
|    | Instalment 3 due date          | 27 January 2024   |
|    | Instalment 4 due date          | 28 March 2024     |
- d In accordance with Section 6.46 of the Local Government Act 1995, offers a discount of 10% to ratepayers who have paid their rates in full, including any arrears and other charges, on or before 4:00pm Wednesday 27 September 2023 or 35 days after the date of service appearing on the rate notice, whichever is the later.
- e In accordance with Section 6.45 of the Local Government Act 1995, and Regulation 68 of the Local Government (Financial Management) Regulations 1996, adopts an interest rate of 5.5% where the owner has elected to pay rates and service charges through the instalment option.
- f In accordance with Section 6.51 of the Local Government Act 1995, and Regulation 70 of the Local Government (Financial Management) Regulations 1996, adopts an interest rate of 7% for rates and service charges and costs of proceedings to recover such charges remaining unpaid after becoming due and payable.
- g In accordance with Section 6.16 of the Local Government Act 1995, and other relevant legislation, adopts the fees and charges included in the 2023-2024 Annual Budget, as included in the Attachments.
- h In accordance with Section 5.99 of the Local Government Act 1995, and Regulation 30 of the Local Government (Administration) Regulations 1996, adopts the following sitting fees for payment of council member's individual meeting attendance fees –
- |     |  |       |
|-----|--|-------|
| i   | Council meetings – Shire President                               | \$200 |
| ii  | Council meetings – Council member other than the Shire President | \$150 |
| iii | Committee meetings – All council members                         | \$65  |
| iv  | Prescribed meetings – All council members                        | \$65  |
- i In accordance with Section 5.98 of the Local Government Act 1995, and Regulation 33 of the Local Government (Administration) Regulations 1996, adopts the annual local government allowance of \$9,000 to be paid to the Shire President in addition to the individual meeting attendance fees.

- j In accordance with Section 5.98A of the Local Government Act 1995, and Regulation 33A of the Local Government (Administration) Regulations 1996, adopts the annual local government allowance of \$1,500 to be paid to the Deputy Shire President in addition to the individual meeting attendance fees.*
- k In accordance with Section 5.99 of the Local Government Act 1995, adopts an annual Information and Communications Technology (ICT) Allowance of \$525 for each council member.*
- l In accordance with Section 5.99A of the Local Government Act 1995, and Regulation 32 of the Local Government (Financial Management) Regulations 1996, adopts a childcare / child minding reimbursement of the actual cost per hour or \$35 per hour, whichever is the lesser, for council members requiring childcare / child minding services whilst undertaking their role as a council member.*
- m In accordance with Regulation 34 of the Local Government (Financial Management) Regulations 1996, adopts the level to be used in reporting material variances in the Statement of Financial Activity as 10% or \$10,000, whichever is the greater.*

**3.43pm Cr J Russell declared an interest regarding Item 14.3 – 2023-2024 Annual Budget Adoption (Capital Initiative) of the Agenda and left the meeting.**

Cr W Astbury assumed the Chair.

#### **Council Decision**

**Resolution OCM-230816-05**  
**Moved Cr J Mearns**  
**Second Cr F Allan**

**That Council, with respect to the adoption of the 2023-2024 Annual Budget, adopts the capital initiatives to be included in the 2023-2024 Annual Budget, as included in the Attachments.**

**Carried Absolute Majority 5/0**  
**For Cr W Astbury, Cr T Miller, Cr F Allan, Cr L Corke, Cr J Mearns**  
**Against Nil**

**3.49pm Cr J Russell returned to the meeting and assumed the chair.**

#### **Council Decision**

**Resolution OCM-230816-06**  
**Moved Cr F Allan**  
**Second Cr J Mearns**

**That Council, with respect to the adoption of the 2023-2024 Annual Budget,**

- a In accordance with Section 6.16 of the Local Government Act 1995, and other relevant legislation, adopts the fees and charges to be included in the 2023-2024 Annual Budget, as included in the Attachments.**

- b** In accordance with the provisions of Section 6.2 of the *Local Government Act 1995*, and Part 3 of the *Local Government (Financial Management) Regulations 1996*, adopts the 2023-2024 Annual Budget, as included in the Attachments, which includes the following –
- i** Statement of Comprehensive Income showing total comprehensive income for the year of (\$3,519,133),
  - ii** Statement of Financial Activity showing an amount required to be raised from general rates of \$1,552,400, and
  - iii** Notes to, and forming part of, the budget.
  - iv** Capital initiatives for the year,
  - v** Fees and charges to be applied for the year, and
  - vi** Budgeted management schedules.
- c** For the purpose of yielding the deficiency disclosed in the 2023-2024 Annual Budget, and in accordance with Sections 6.32, 6.33, 6.34 and 6.35 of the *Local Government Act 1995*, imposes the following general rates and minimum payments –
- |   |          |
|---|----------|
| <b>i</b> General Rate – Gross Rental Valuation (GRV) rate in the dollar | 0.078864 |
| <b>ii</b> General Rate – Unimproved Valuation (UV) rate in the dollar   | 0.006166 |
| <b>iii</b> Minimum Payment – Gross Rental Valuation (GRV)               | \$ 550   |
| <b>iv</b> Minimum Payment – Unimproved Valuation (UV)                   | \$ 550   |
- d** In accordance with Section 6.45 of the *Local Government Act 1995*, and Regulation 64 of the *Local Government (Financial Management) Regulations 1996*, determines the following due dates for rate payments in full and by instalments –
- |  |                   |
|--|-------------------|
| <b>i</b> Option 1 Full payment due date  | 27 September 2023 |
| <b>ii</b> Option 2 Instalment 1 due date | 27 September 2023 |
| Instalment 2 due date                    | 27 November 2023  |
| Instalment 3 due date                    | 27 January 2024   |
| Instalment 4 due date                    | 28 March 2024     |
- e** In accordance with Section 6.46 of the *Local Government Act 1995*, offers a discount of 10% to ratepayers who have paid their rates in full, including any arrears and other charges, on or before 4:00pm Wednesday 27 September 2023 or 35 days after the date of service appearing on the rate notice, whichever is the later.
- f** In accordance with Section 6.45 of the *Local Government Act 1995*, and Regulation 68 of the *Local Government (Financial Management) Regulations 1996*, adopts an interest rate of 5.5% where the owner has elected to pay rates and service charges through the instalment option.
- g** In accordance with Section 6.51 of the *Local Government Act 1995*, and Regulation 70 of the *Local Government (Financial Management) Regulations 1996*, adopts an interest rate of 7% for rates and service charges and costs of proceedings to recover such charges remaining unpaid after becoming due and payable.
- h** In accordance with Section 5.99 of the *Local Government Act 1995*, and Regulation 30 of the *Local Government (Administration) Regulations 1996*, adopts the following sitting fees for payment of council member's individual meeting attendance fees –

i	<b>Council meetings – Shire President</b>	<b>\$200</b>
ii	<b>Council meetings – Council member other than the Shire President</b>	<b>\$150</b>
iii	<b>Committee meetings – All council members</b>	<b>\$65</b>
iv	<b>Prescribed meetings – All council members</b>	<b>\$65</b>

- i In accordance with Section 5.98 of the *Local Government Act 1995*, and Regulation 33 of the *Local Government (Administration) Regulations 1996*, adopts the annual local government allowance of \$9,000 to be paid to the Shire President in addition to the individual meeting attendance fees.
- j In accordance with Section 5.98A of the *Local Government Act 1995*, and Regulation 33A of the *Local Government (Administration) Regulations 1996*, adopts the annual local government allowance of \$1,500 to be paid to the Deputy Shire President in addition to the individual meeting attendance fees.
- k In accordance with Section 5.99 of the *Local Government Act 1995*, adopts an annual Information and Communications Technology (ICT) Allowance of \$525 for each council member.
- l In accordance with Section 5.99A of the *Local Government Act 1995*, and Regulation 32 of the *Local Government (Financial Management) Regulations 1996*, adopts a childcare / child minding reimbursement of the actual cost per hour or \$35 per hour, whichever is the lesser, for council members requiring childcare / child minding services whilst undertaking their role as a council member.
- m In accordance with Regulation 34 of the *Local Government (Financial Management) Regulations 1996*, adopts the level to be used in reporting material variances in the Statement of Financial Activity as 10% or \$10,000, whichever is the greater.

<b>Carried</b>	<b>Absolute Majority 6/0</b>
<b>For</b>	<b>Cr J Russell, Cr W Astbury, Cr T Miller, Cr F Allan, Cr L Corke, Cr J Mearns</b>
<b>Against</b>	<b>Nil</b>

## 14.4 Change of Date for the September 2023 Ordinary Council Meeting

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<b>Submission to</b>	Ordinary Council Meeting
<b>Location / Address</b>	-
<b>Name of Applicant</b>	-
<b>File Reference</b>	GO.CME.1323
<b>Author</b>	N Cain – Chief Executive Officer
<b>Interest Disclosures</b>	-
<b>Report Written Date</b>	10 August 2023
<b>Attachments</b>	-

---

### Summary

Council is required to provide public notice of the date, time, and place of Council meetings.

The currently advertised date for the September 2023 Ordinary Council Meeting coincides with the WA Local Government Convention (17 September 2023 – 19 September 2023) which Councillors typically attend.

Council is requested to change the meeting date for the September 2023 Ordinary Council Meeting.

### Background

In November 2022, Council resolved to adopt the meeting schedule for the period from February 2023 to December 2023.

The resolution identified the September 2023 Ordinary Council Meeting as being held on Wednesday 20 September 2023, commencing at 3.30pm.

### Comments

Councillors have traditionally attended the WA Local Government Convention to network, educate themselves of local government trends / policy changes and vote on State and Zone local government matters.

Several Councillors have signalled their intention to attend the 2023 WA Local Government Convention, which was recently advertised for the 17 September 2023 – 19 September 2023.

Approval is sought to change the date September 2023 Ordinary Council Meeting to Wednesday 13 September 2023, with the commencement time remaining unchanged.

### Statutory Environment

*Local Government Act 1995*

*Section 5.25 (Regulations about council and committee meetings and committees)* Council is required to give public notice of the date and agenda for Council and Committee meetings.

### Policy Implications

Nil

**Financial Implications**Current Financial Year

Minor fees associated with advertising will be incurred.

Future Financial Years

Nil

**Strategic Implications**

Nil

**Voting Requirement**

Simple majority

**Officer Recommendation**

*That with respect to the change of date for the September 2023 Ordinary Council Meeting, Council, in accordance with the Local Government Act 1995 section 5.25 amends the date of the September 2023 Ordinary Council Meeting to Wednesday 13 September 2023, with the time to remain unchanged (commencing 3.30pm).*

**Council Decision**

**Resolution** OCM-230816-07

**Moved** Cr T Miller

**Second** Cr W Astbury

**That with respect to the change of date for the September 2023 Ordinary Council Meeting, Council, in accordance with the Local Government Act 1995 section 5.25 amends the date of the September 2023 Ordinary Council Meeting to Wednesday 13 September 2023, with the time to remain unchanged (commencing 3.30pm).**

**Carried** 6/0

**For** Cr J Russell, Cr W Astbury, Cr T Miller, Cr F Allan, Cr L Corke, Cr J Mearns

**Against** Nil



## 15 Confidential Reports and Information

### Officer Recommendation

*That Council, at 3.54pm, pursuant to Clause 15.10 of the Shire of Wickepin Standing Orders Local Law 1998 consider the following item(s) behind closed doors –*

#### 15.1 Contract Performance – Wickepin Independent Living Units Construction

*This Report is considered confidential in accordance with Section 5.23 of the Local Government Act 1995 because it deals with –*

- a contract entered, or which may be entered, by the local government and which relates to a matter to be discussed at the meeting, and*
- legal advice obtained, or which may be obtained, by the local government and which relates to a matter to be discussed at the meeting.*

### Council Decision

**Resolution** OCM-230816-08

**Moved** Cr W Astbury

**Second** Cr T Miller

**That Council, at 3.54pm, pursuant to Clause 15.10 of the Shire of Wickepin Standing Orders Local Law 1998 consider the following item(s) behind closed doors –**

#### 15.1 Contract Performance – Wickepin Independent Living Units Construction

**This Report is considered confidential in accordance with Section 5.23 of the Local Government Act 1995 because it deals with –**

- a contract entered, or which may be entered, by the local government and which relates to a matter to be discussed at the meeting, and**
- legal advice obtained, or which may be obtained, by the local government and which relates to a matter to be discussed at the meeting.**

**Carried** 6/0

**For** Cr J Russell, Cr W Astbury, Cr T Miller, Cr F Allan, Cr L Corke, Cr J Mearns

**Against** Nil

## 15.1 Contract Performance – Wickepin Independent Living Units Construction

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<b>Submission to</b>	Ordinary Council Meeting
<b>Location / Address</b>	-
<b>Name of Applicant</b>	-
<b>File Reference</b>	LD.CN.11
<b>Author</b>	N Cain – Chief Executive Officer
<b>Interest Disclosures</b>	-
<b>Report Written Date</b>	9 August 2023
<b>Attachments</b>	-

---

### Summary

The Lifestyle Retirement Committee met on Wednesday 2 August 2023 and resolved to recommend to Council to cancel the Contract with KBuilt Construction Pty Ltd for the construction of the Wickepin Independent Living Units.

Council is requested to cancel the Contract.

### Confidentiality

This Report is considered confidential in accordance with Section 5.23 of the *Local Government Act 1995* because it deals with –

- a contract entered, or which may be entered, by the local government and which relates to a matter to be discussed at the meeting, and
- legal advice obtained, or which may be obtained, by the local government and which relates to a matter to be discussed at the meeting.

### Council Decision

**Resolution** OCM-230816-09  
**Moved** Cr F Allan  
**Second** Cr J Mearns

That Council,

- a in accordance with the “Instrument of Agreement for design and construct contract: RFT 6: 019/20: Aged persons units, Johnston Street, Wickepin” (executed 14 August 2020) (“the Contract”) between the Shire of Wickepin and KBuilt Construction Pty Ltd, to cancel the Contract as per clause 18 (Default or bankruptcy of contractor) noting the Contractor has –
- Failed to carry out the works at a rate of progress satisfactory to the Principal’s Representative (clause 18(b)); and
  - Failed to complete the whole of the works within the time specified for completion or such extended time as the Principal’s Representative may approve (clause 18(d)),

And

- b to advise the Building Commissioner of Western Australia of Council’s decision to cancel the Contract.

**Carried**            **6/0**  
**For**                **Cr J Russell, Cr W Astbury, Cr T Miller, Cr F Allan, Cr L Corke, Cr J Mearns**  
**Against**          **Nil**

**Council Decision**

**Resolution**    **OCM-230816-09**  
**Moved**         **Cr F Allan**  
**Seconded**     **Cr W Allan**

**That Council re-open the meeting to the public at 4.10pm.**

**Carried**            **6/0**  
**For**                **Cr J Russell, Cr W Astbury, Cr T Miller, Cr F Allan, Cr L Corke, Cr J Mearns**  
**Against**          **Nil**

## **16 Urgent Business**

Nil

## **17 Closure**

The Presiding Member declared the meeting closed at 4.11pm.



## **10.1 Minutes of the Townscape and Cultural Planning Committee Meeting**



# Minutes

## Townscape & Cultural Planning Committee Wednesday 6 September 2023

Date	Wednesday 6 September 2023
Time	9.30am
Location	Shire of Wickepin 77 Wogolin Road, Wickepin WA 6370
Distribution Date	Friday 8 September 2023



## Notice of Meeting

The Chief Executive Officer recommends the endorsement of these minutes at the next Townscape and Cultural Planning Committee Meeting.

Nathan Cain  
Chief Executive Officer  
Friday 8 September 2023

## **Disclaimer**

*No responsibility whatsoever is implied or accepted by the Shire of Wickepin for any act, omission or statement or intimation occurring during council/committee meetings or during formal/informal conversations with staff. The Shire of Wickepin disclaims any liability for any loss whatsoever and howsoever caused arising out of reliance by any person or legal entity on any such act, omission or statement or intimation occurring during council/committee meetings or discussions. Any person or legal entity that acts or fails to act in reliance upon any statement does so at that person's or legal entity's own risk.*

*In particular and without derogating in any way from the broad disclaimer above, in discussion regarding any planning application or application for a licence, any statement or limitation of approval made by a member or officer of the Shire of Wickepin during the course of any meeting is not intended to be and is not to be taken as notice of approval from the Shire of Wickepin. The Shire of Wickepin warns that anyone who has an application lodged with the Shire of Wickepin must obtain and only should rely on written confirmation of the outcome of the application, and any conditions attaching to the decision made by the Shire of Wickepin in respect of the application.*



## Terms of Reference

### 1. Name

Townscape and Cultural Planning Committee

### 2. Members

Fran Allan  
John Mearns  
Libby Heffernan  
Kym Smith  
Annika Miller  
Lee-Ann Mullan  
Tracey Hodgson  
Kevin Coxon  
Veronica Stacey

### 3. Objectives

This Committee deals with issues relating to Townscape and Cultural Planning in the Shire of Wickepin and makes recommendations to the Ordinary Council meeting.

The Townscape and Cultural Planning Committee has no delegated authority.

The main functions of the Committee are to:

1. Receive reports from the Chief Executive Officer and appropriately delegated officers.
2. Consider the material in the reports from the Chief Executive Officer and appropriately delegated officers.
3. Formulate recommendations to the Ordinary Council Meeting.
4. To represent to the Council the views of the community regarding Townscape and Cultural Planning.
5. To represent the Council's position in regards to Townscape and Cultural Planning to regulatory bodies and interest groups/committees.
6. To assist the Wickepin Council in developing a Townscape and Cultural Planning strategy.

### 4. Scope/Jurisdiction

The Committee is appointed and empowered in accordance with the provisions of the Local Government Act 1995.

Resolutions/recommendations of the committee must first be considered and endorsed by Council prior to any action by a Committee Member or Chief Executive Officer.

### 5. Appointment of Committee Members

Council calls for written nominations for members of the Townscape and Cultural Planning Committee in October, to run in accordance with Council elections. Committee members are appointed by Council at the November Ordinary Council meeting.

### 6. Appointment of Committee Chair

A chairperson is appointed every second year at the first Townscape and Cultural Planning Committee meeting after the Local Government elections by the committee members.

## 7. Meeting Frequency

The Townscape and Cultural Planning Committee meets four times a year, on the first Wednesday of the month at 9.30am.

Meeting dates for 2023 are as follows:

Day	Date	Time
Wednesday	1 March	9.30am
Wednesday	7 June	9.30am
Wednesday	6 September	9.30am
Wednesday	1 November	9.30am

**8. Related Policies/Local Laws:** Nil.

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# 1 Declaration of Opening

The Presiding Member declared the meeting open at 9.31am.

## 2 Attendance

### 2.1 Present

#### Members

J Mearns	Chairperson
F Allan	Councillor
E Heffernan	Member
K Coxon	Member
A Miller	Member
L Mullan	Member

#### Employees

N Cain	Chief Executive Officer
G Hedditch	Manager Works and Services
O Melville-Main	Community and Economic Development Officer.
M Martin	Executive Support Officer

## 3 Public Question Time

### 3.1 Responses to Previous Public Questions Taken On Notice

Nil

### 3.2 Public Question Time

Nil

## 4 Apologies and Leave of Absence

### 4.1 Apologies

V Stacey	Member
T Hodgson	Member

### 4.2 Previously Approved Leave of Absence

Nil

### 4.3 Requests for Leave of Absence

[Requests for Leave of Absence]

## 5 Petitions, Memorials and Deputations

### 5.1 Petitions

Nil

### 5.2 Memorials

Nil

### 5.3 Deputations

Nil

## 6 Declarations of Members and Officers Interest

A member or officer who has an impartiality, proximity or financial interest in any matter to be discussed at this meeting must disclose the nature of the interest either in a written notice given to the Chief Executive Officer prior to the meeting or at the meeting immediately before the matter is discussed.

A member who makes a disclosure in respect to an interest must not preside at the part of the meeting which deals with the matter, or participate in, or be present during, any discussion or decision-making process relative to the matter, unless the disclosing member is permitted to do so under Section 5.68 or Section 5.69 of the *Local Government Act 1995*.

The following declarations of interest have been disclosed –

Nil

## 7 Confirmation of Minutes of Previous Meetings

### 7.1 Minutes of the Townscape and Cultural Planning Committee Meeting held on 7 June 2023.

#### Officer Recommendation

*That the minutes of the Townscape and Cultural Planning Committee Meeting held on 7 June 2023 be confirmed as a true and correct record.*

#### Committee Decision

**Resolution** TCP-230906-01  
**Moved** E Heffernan  
**Second** L Mullan

**That the minutes of the Townscape and Cultural Planning Committee Meeting held on 7 June 2023 be confirmed as a true and correct record.**

**Carried** 6/0

**For**            **J Mearns, F Allan, E Heffernan, K Coxon, A Miller, L Mullan**  
**Against**      **Nil**

## 8 Status Report

Where a resolution is formal, procedural or lost it has not been recorded (e.g. confirmation of minutes, meeting behind closed doors, lapsed, etc.).

Subject/Action	Officer	Progress	Status	Comment
Information Bay – Electric Signage	CEO	That the CEO pursue media content for the Shire of Wickepin.	○	Council resolution 160322-14 That the CEO pursue media content for the Shire of Wickepin and bring costings back to council for consideration. RFQ has been advertised for upgrade of the Wickepin Information Bay.
Lake Yealering Croquet Club	CEO	That table and chairs be purchased for the Lake Yealering Croquet Club.	✓	Chairs and tables to be installed 07/09/2023.
Albert Facey Homestead Park	MWS	Tidy area beneath large tree; remove poles, repair flooding reticulation and expand lawn area.	○	MWS suggested waiting for full plan – once plan agreed, only do that. Saves fixing / replacement of recent work.  Master plan has not been finalised.
Update Shire Web pages	ESO	Update webpages to separate information on Yealering and Lake Yealering; add information Wogolin Road Recreation Area information and murals.	○	Web page under review – Governance Officer revamping website.
Recreational Boating Facility Scheme	CEO	Office of Regional Architecture to create the detailed design and concept plan.	○	Still in design phase.

**If not noted, please insert numbers of items once attended to and return sheet to CEO.**

**○ = in progress    ✓ = completed    ✕ =superseded**

## 9 Motions of Which Notice Has Been Given

Nil

## 10 Notices of Motions for the Following Meeting

Nil

## 11 Reports and Information

### 11.1 Other Matters raised by members

E Heffernan

Harrismith Toilets

Has the paving been completed?

*Shire officer response*

*Works have been completed.*

Harrismith Playground

Are these improvements scheduled in the coming budget?

*Shire officer response*

*Discussions being held to include in the Local Roads and Community Infrastructure Grants Projects (LRCI).*

Wickepin Signs

Has the maintenance program allowed this to be attended too?

*Shire officer response*

*Still to be completed. Shire Officers authorise the committee to undertake the required work.*

Wickepin Trail Path

Is there an update on the land ownership for the path section between F-G on the master plan to be sealed? This may have occurred already.

*Shire officer response*

*No Response as yet.*

How far north of the railway line does the land ownership affect?

*Shire officer response*

*Unknown at this stage.*



### Community Development Officer Appointment

Any update on the appointment of a Community Development Officer?

#### *Shire officer response*

*Council has appointed Ms. Oliva Melville-Main as Community and Economic Development Officer. Council offered a six (6) month trial, focusing mainly on –*

- *Community Projects*
- *Grants*
- *Economic Development*

### Tourism

Will the tourism and attractions information be updated on the shire website soon? From the end of August through October we have a lot of visitors travelling through the shire with Caravans. It would be advantageous for events to have the opportunity to have information on the Shire website.

#### *Shire officer response*

*Web page under review. Event holders have always had the opportunity to have their events on the Shire webpage. Event holders need to inform the Shire when events will be held.*

### Yealering

Update on the Toilet block plan.

#### *Shire officer response*

*Tenders close 1 September 2023.*

### Garden

Did the revegetation of the creek area in Wickepin go ahead as was reported in the March minutes? Where?

#### *Shire officer response*

*To be included in the Master Plan in the future. (See attached)*

### Homestead Park

Before the redevelopment of the Homestead park area occurs, will the reticulation be upgraded and the lawn area levelled as part of the whole Master Plan?

#### *Shire officer response*

*To be included in the Master Plan in the future. (See attached)*

### Master Plan of the whole Homestead park area

Will a master plan of the proposed seating area, information bay and upgraded lawned area of this section be available to the rate payers?

#### *Shire officer response*

*To be included in the Master Plan in the future. (See attached)*

### Caravan Park

Is there a specific requirement for the Caravan Park Reserve fund which is stated in the Shire budget? Last Financial Year - \$318,639

*Shire officer response*

*Development for the caravan park in the future.*

### Shire Caravan Parks

As part of the Strategic plan in infrastructure - Caravan Parks are identified as required to have amenities of a high standard. Is there going to be a discussion on the plan for the 3 Caravan Parks in the future?

*Shire officer response*

*To be included in the Master Plan in the future.*

### History Signs

E Heffernan requested an additional History Sign.

*Shire officer response*

*Request to be submitted in writing.*

### L Mullan

#### Wickepin Main Street

Cars in the Wickepin Main Street are unsightly and need to be removed.

*Shire officer response*

*Shire staff has Council support to take the necessary actions to clean up the Wickepin townsite.*

### Chief Executive Officer

#### Future of Committee

As of November 2023 the legislation for Committees of Council will change. Chief Executive Officer will recommend to Council to dissolve all Committees and introduce advisory groups.

## **12 Confidential Reports and Information**

Nil

## **13 Urgent Business**

Nil

## **14 Closure**

The next Townscape and Cultural Planning Committee meeting will be held Wednesday 1 November commencing at 9:30am.

There being no further business the Chairperson declared the meeting closed at 10.37am.



## **14.1 Monthly Schedule of Accounts Paid – August 2023**

<b>List of Accounts Due &amp; Submitted to Council</b>				
<b>31st August 2023</b>				
<b>Chq/EFT</b>	<b>Date</b>	<b>Name</b>	<b>Trust</b>	<b>Muni</b>
EFT13825	29/08/2023	BUILDING AND ENERGY DEPARTMENT OF MINES, INDUSTRY REGULATION AND SAFETY	\$ 1.58	
EFT13826	29/08/2023	AARON BRANSBY	\$ 120.00	
EFT13827	29/08/2023	SHIRE OF WICKEPIN	\$ 8.42	
		<b>TOTALS TRUST</b>	<b>\$ 130.00</b>	
EFT13746	03/08/2023	AUSTRALIA POST		\$ 90.94
EFT13747	03/08/2023	ALLWEST PLANT HIRE		\$ 5,174.95
EFT13748	03/08/2023	AFGRI EQUIPMENT AUSTRALIA PTY LTD		\$ 212.31
EFT13749	03/08/2023	AERODROME MANAGEMENT SERVICES		\$ 1,348.60
EFT13750	03/08/2023	GOODYEAR AUTOCARE NARROGIN		\$ 2,990.00
EFT13751	03/08/2023	BRETT ROWE MOBILE HD MECHANICAL SERVICES		\$ 1,545.51
EFT13752	03/08/2023	COUNTRY PAINT SUPPLIES		\$ 321.61
EFT13753	03/08/2023	CLARK EQUIPMENT		\$ 7,810.00
EFT13754	03/08/2023	DAIMLER TRUCKS		\$ 2,016.76
EFT13755	03/08/2023	DUFFY ELECTRICS		\$ 4,048.11
EFT13756	03/08/2023	EMBROIDER ME		\$ 62.70
EFT13757	03/08/2023	FULFORD EARTHMOVING & CIVIL		\$ 23,760.00
EFT13758	03/08/2023	GREAT SOUTHERN FUEL SUPPLIES		\$ 15,873.15
EFT13759	03/08/2023	HARRISMITH OASIS HOTEL		\$ 1,375.00
EFT13760	03/08/2023	ELIZABETH HEFFERNAN		\$ 60.00
EFT13761	03/08/2023	HERSEY'S SAFETY PTY LTD		\$ 3,740.00
EFT13762	03/08/2023	BERYLE HOLM		\$ 28.05
EFT13763	03/08/2023	LOCAL GOVERNMENT WORKS ASSOCIATION		\$ 962.50
EFT13764	03/08/2023	LIMITLESS PROMOTIONS		\$ 156.25
EFT13765	03/08/2023	MARKETFORCE PRODUCTIONS		\$ 1,151.58
EFT13766	03/08/2023	MACS AUSTRALIA GROUP PTY LTD		\$ 348.00
EFT13767	03/08/2023	NARROGIN HARDWARE MAKIT		\$ 140.70
EFT13768	03/08/2023	NARROGIN PUMPS, SOLAR AND SPRAYING		\$ 586.62
EFT13769	03/08/2023	NARROGIN QUARRY OPERATIONS		\$ 444.07
EFT13770	03/08/2023	NARROGIN PACKAGING		\$ 1,244.74
EFT13771	03/08/2023	NARROGIN TOYOTA		\$ 30.00
EFT13772	03/08/2023	NATHAN OWEN WATTS CAIN		\$ 531.00
EFT13773	03/08/2023	OFFICEWORKS SUPERSTORES PTY LTD		\$ 187.68
EFT13774	03/08/2023	OFFICE OF REGIONAL ARCHITECTURE		\$ 1,623.60
EFT13775	03/08/2023	REPCO		\$ 36.03
EFT13776	03/08/2023	ST JOHN AMBULANCE WESTERN AUSTRALIA		\$ 89.00
EFT13777	03/08/2023	TEAM GLOBAL EXPRESS PTY LTD		\$ 49.97
EFT13778	03/08/2023	THE YEALERING PANTRY		\$ 279.72
EFT13779	03/08/2023	TRAINING MOMENTUM		\$ 1,701.00
EFT13780	03/08/2023	WESTERN AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION- WALGA		\$ 33,845.17
EFT13781	03/08/2023	WA STRUCTURAL CONSULTING ENGINEERS PTY LTD		\$ 770.00
EFT13782	03/08/2023	ZONE 50 ENGINEERING SURVEYS		\$ 25,911.60
EFT13783	17/08/2023	AIR LIQUIDE WA PTY LTD		\$ 60.86
EFT13784	17/08/2023	AIR RESPONSE		\$ 220.75
EFT13785	17/08/2023	GOODYEAR AUTOCARE NARROGIN		\$ 990.00
EFT13786	17/08/2023	BURGESS RAWSON (WA) PTY LTD		\$ 258.45
EFT13787	17/08/2023	BKS ELECTRICAL		\$ 2,832.50
EFT13788	17/08/2023	DIAMOND LOCKSMITHS		\$ 256.50
EFT13789	17/08/2023	EWEN RURAL SUPPLIES		\$ 1,465.85
EFT13790	17/08/2023	EVERLON BRONZE		\$ 308.00
EFT13791	17/08/2023	EDGE PLANNING AND PROPERTY		\$ 2,700.00
EFT13792	17/08/2023	EMBROIDER ME		\$ 595.65
EFT13793	17/08/2023	FULFORD EARTHMOVING & CIVIL		\$ 10,824.00
EFT13794	17/08/2023	FACEY GROUP INC		\$ 5,500.00
EFT13795	17/08/2023	GREAT SOUTHERN FUEL SUPPLIES		\$ 2.75
EFT13796	17/08/2023	GARRETTS CARPET CLEANING		\$ 210.00
EFT13797	17/08/2023	BERYLE HOLM		\$ 794.84

EFT13798	17/08/2023	JORDYN HARVEY		\$	162.00
EFT13799	17/08/2023	LEISURE INSTITUTE OF WA AQUATICS (INC)		\$	260.00
EFT13800	17/08/2023	LGIS INSURANCE BROKING SERVICE		\$	2,937.55
EFT13801	17/08/2023	LGISWA		\$	1,085.72
EFT13802	17/08/2023	MARKET CREATIONS		\$	550.00
EFT13803	17/08/2023	MCR WORKPLACE INVESTIGATIONS		\$	5,960.00
EFT13804	17/08/2023	GREAT SOUTHERN WASTE DISPOSAL		\$	9,850.17
EFT13805	17/08/2023	NARROGIN PUMPS, SOLAR AND SPRAYING		\$	133.42
EFT13806	17/08/2023	NARROGIN SUPERMARKET TREE TREE TRADING PTY LTD		\$	59.80
EFT13807	17/08/2023	OFFICEWORKS SUPERSTORES PTY LTD		\$	486.53
EFT13808	17/08/2023	PERFECT COMPUTER SOLUTIONS - PCS		\$	245.00
EFT13809	17/08/2023	PARRYS		\$	356.70
EFT13810	17/08/2023	P AND P ELLIS		\$	169.00
EFT13811	17/08/2023	REPCO		\$	770.46
EFT13812	17/08/2023	RYAN DODD		\$	162.00
EFT13813	17/08/2023	SHIRE OF CORRIGIN		\$	380.00
EFT13814	17/08/2023	R J SMITH ENGINEERING		\$	120.00
EFT13815	17/08/2023	TANYA MARY SANDS		\$	365.15
EFT13816	17/08/2023	SCAVENGER SUPPLIES		\$	484.00
EFT13817	17/08/2023	SHIRE OF NARROGIN		\$	32.00
EFT13818	17/08/2023	TOWIE TIMBER TRAINING		\$	2,875.00
EFT13819	17/08/2023	WESTRAC EQUIPMENT		\$	1,896.17
EFT13820	17/08/2023	WESTERN AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION- WALGA		\$	1,751.10
EFT13821	17/08/2023	WICKEPIN NEWSAGENCY		\$	350.00
EFT13822	17/08/2023	WORLDWIDE ONLINE PRINTING		\$	796.00
EFT13823	17/08/2023	YEALERING AGPARTS		\$	240.00
EFT13824	17/08/2023	ZONE 50 ENGINEERING SURVEYS		\$	4,109.60
EFT13828	29/08/2023	CLAIRE DAWES		\$	630.00
EFT13829	29/08/2023	SHIRLEY ELSON		\$	630.00
EFT13830	31/08/2023	AIR RESPONSE		\$	2,567.00
EFT13831	31/08/2023	GOODYEAR AUTOCARE NARROGIN		\$	165.00
EFT13832	31/08/2023	Narrogin Sports Power		\$	1,299.00
EFT13833	31/08/2023	BRETT ROWE MOBILE HD MECHANICAL SERVICES		\$	88.00
EFT13834	31/08/2023	CEMETERIES & CREMATORIA ASSN OF WA		\$	130.00
EFT13835	31/08/2023	LANDGATE		\$	91.60
EFT13836	31/08/2023	Dews Excavations		\$	550.00
EFT13837	31/08/2023	DAIMLER TRUCKS		\$	709.49
EFT13838	31/08/2023	DUFFY ELECTRICS		\$	220.00
EFT13839	31/08/2023	ELDERS WICKEPIN		\$	3,808.20
EFT13840	31/08/2023	EMBROIDER ME		\$	219.45
EFT13841	31/08/2023	FULFORD EARTHMOVING & CIVIL		\$	6,336.00
EFT13842	31/08/2023	DEPARTMENT OF FIRE AND EMERGENCY (DFES)		\$	16,258.20
EFT13843	31/08/2023	HANCOCKS HOME HARDWARE		\$	172.05
EFT13844	31/08/2023	HERSEY'S SAFETY PTY LTD		\$	2,923.53
EFT13845	31/08/2023	JASON SIGNMAKERS		\$	446.56
EFT13846	31/08/2023	LOCAL GOVERNMENT PROFESSIONALS AUSTRALIA WA		\$	550.00
EFT13847	31/08/2023	METAL ARTWORK CREATIONS		\$	26.84
EFT13848	31/08/2023	NARROGIN PUMPS, SOLAR AND SPRAYING		\$	6.71
EFT13849	31/08/2023	OFFICE OF REGIONAL ARCHITECTURE		\$	937.00
EFT13850	31/08/2023	PERFECT COMPUTER SOLUTIONS - PCS		\$	722.50
EFT13851	31/08/2023	ROYAL LIFE SAVING SOCIETY WA INC.		\$	275.00
EFT13852	31/08/2023	SOUTH REGIONAL TAFE - BUNBURY CAMPUS		\$	607.50
EFT13853	31/08/2023	SKATE SCULPTURE PTY LTD		\$	109,791.73
EFT13854	31/08/2023	SHIRE OF NARROGIN		\$	259.88
EFT13855	31/08/2023	TEAM GLOBAL EXPRESS PTY LTD		\$	279.56
EFT13856	31/08/2023	T-QUIP		\$	417.45
EFT13857	31/08/2023	TIMBER INSIGHT PTY LTD		\$	1,689.60
EFT13858	31/08/2023	WESTRAC EQUIPMENT		\$	4,124.60
EFT13859	31/08/2023	WA HINO SALES & SERVICE		\$	766.52
EFT13860	31/08/2023	WICKEPIN PLAYGROUP		\$	2,000.00
EFT13861	31/08/2023	WICKEPIN DISTRICT SPORTS CLUB		\$	1,926.00

EFT13862	31/08/2023	WICKEPIN COMMUNITY RESOURCE CENTRE		\$	770.00
EFT13863	31/08/2023	WATERSHED NEWS		\$	6,500.00
			<b>TOTALS EFT</b>	\$	<b>373,049.41</b>
15893	03/08/2023	WATER CORPORATION		\$	285.82
15894	03/08/2023	SYNERGY		\$	127.49
15896	17/08/2023	SYNERGY		\$	4,598.87
15897	17/08/2023	WATER CORPORATION		\$	4,438.63
15898	28/08/2023	DOCEP - BOND ADMINISTRATOR		\$	1,140.00
15899	31/08/2023	SYNERGY		\$	1,764.05
15900	31/08/2023	WATER CORPORATION		\$	6,631.13
			<b>TOTALS CHEQUE</b>	\$	<b>18,985.99</b>
DD14322.1	01/08/2023	3E ADVANTAGE PTY LTD		\$	1,124.08
DD14361.1	17/08/2023	WESTNET PTY LTD		\$	144.90
DD14387.1	25/08/2023	CRISP WIRELESS PTY LTD		\$	238.00
			<b>TOTALS DIRECT DEBIT</b>	\$	<b>1,506.98</b>
DD11402.1	19/08/2023	ANZ BANK		\$	4,948.84
			<b>TOTALS CREDIT CARD</b>	\$	<b>4,948.84</b>
63030823	03/08/2023	TELSTRA		\$	1,675.17
63310823	31/08/2023	TELSTRA		\$	1,681.13
			<b>TOTALS BPAY</b>	\$	<b>3,356.30</b>
DD14331.1	09/08/2023	AWARE SUPER		\$	4,315.09
DD14331.2	09/08/2023	AMP SIGNATURE SUPER		\$	67.25
DD14331.3	09/08/2023	CONSTRUCTION + BUILDING UNIONS SUPERANNUATION FUND (CBUS)		\$	138.40
DD14331.4	09/08/2023	MLC SUPER FUND		\$	409.95
DD14331.5	09/08/2023	FIRSTCHOICE WHOLESALE PERSONALSUPERANNUATION		\$	533.18
DD14331.6	09/08/2023	NETWEALTH INVESTMENTS		\$	260.56
DD14331.7	09/08/2023	ANZ SUPER		\$	262.62
DD14331.8	09/08/2023	AUSTRALIAN SUPER		\$	252.34
DD14331.9	09/08/2023	PRIME SUPER		\$	259.17
DD14363.1	23/08/2023	AWARE SUPER		\$	4,160.46
DD14363.2	23/08/2023	AMP SIGNATURE SUPER		\$	236.63
DD14363.3	23/08/2023	CONSTRUCTION + BUILDING UNIONS SUPERANNUATION FUND (CBUS)		\$	267.01
DD14363.4	23/08/2023	MLC SUPER FUND		\$	409.35
DD14363.5	23/08/2023	FIRSTCHOICE WHOLESALE PERSONALSUPERANNUATION		\$	497.16
DD14363.6	23/08/2023	NETWEALTH INVESTMENTS		\$	260.56
DD14363.7	23/08/2023	ANZ SUPER		\$	107.44
DD14363.8	23/08/2023	AUSTRALIAN SUPER		\$	252.34
DD14363.9	23/08/2023	PRIME SUPER		\$	260.03
DD14383.1	23/08/2023	AWARE SUPER		\$	268.37
DD14331.10	09/08/2023	ESSENTIAL SUPER		\$	261.89
DD14331.11	09/08/2023	SPIRIT SUPER		\$	362.40
DD14363.10	23/08/2023	ESSENTIAL SUPER		\$	261.89
DD14363.11	23/08/2023	SPIRIT SUPER		\$	362.46
			<b>TOTALS SUPERANNUATION</b>	\$	<b>14,466.55</b>
98020823	02/08/2023	DEPT OF TRANSPORT		\$	31.10
98030823	03/08/2023	DEPT OF TRANSPORT		\$	77.60
98070823	07/08/2023	DEPT OF TRANSPORT		\$	51.50
98080823	08/08/2023	DEPT OF TRANSPORT		\$	31.10
98090823	09/08/2023	DEPT OF TRANSPORT		\$	1,891.40
98100823	10/08/2023	DEPT OF TRANSPORT		\$	1,506.30
98110823	11/08/2023	DEPT OF TRANSPORT		\$	376.85
98140823	14/08/2023	DEPT OF TRANSPORT		\$	9,215.35
98150823	15/08/2023	DEPT OF TRANSPORT		\$	1,731.85
98160823	16/08/2023	DEPT OF TRANSPORT		\$	642.25
98180823	18/08/2023	DEPT OF TRANSPORT		\$	109.90
98210823	21/08/2023	DEPT OF TRANSPORT		\$	1,000.05
98230823	23/08/2023	DEPT OF TRANSPORT		\$	2,844.05
98240823	24/08/2023	DEPT OF TRANSPORT		\$	1,437.70
98250823	25/08/2023	DEPT OF TRANSPORT		\$	1,938.70
98300823	30/08/2023	DEPT OF TRANSPORT		\$	1,393.10
98310823	31/08/2023	DEPT OF TRANSPORT		\$	1,026.00

			<b>TOTALS LICENSING</b>		<b>\$ 24,278.80</b>
9/08/2023	09/08/2023	PAYROLL			\$ 43,897.00
23/08/2023	23/08/2023	PAYROLL			\$ 44,523.00
30/08/2023	30/08/2023	PAYROLL			\$ 4,702.00
			<b>TOTALS PAYROLL</b>		<b>\$ 93,122.00</b>
			<b>ACCOUNT TOTALS</b>	<b>\$ 130.00</b>	<b>\$ 533,714.87</b>
			<b>TOTAL PAYMENTS FOR AUGUST 2023</b>		<b>\$ 533,844.87</b>
		<b>Credit Card Payment Summary</b>			
		<b>24TH JULY 2023- 22ND AUGUST 2023</b>			
		<b>CARD ENDING XXXX224175</b>			
	<b>DATE</b>	<b>COMPANY</b>			
	26/07/2023	CANVA		\$	164.99
	2/08/2023	DMIRS		\$	44.00
	10/08/2023	JOONDALUP RESORT HOTEL		\$	558.50
			<b>TOTAL FOR THIS CARD</b>	<b>\$</b>	<b>767.49</b>
		<b>CARD ENDING XXXX415831</b>			
	<b>DATE</b>	<b>COMPANY</b>			
	31/07/2023	CPP CITIPLACE NORTHBRIDGE		\$	21.20
	9/08/2023	COLES NARROGIN		\$	68.15
	18/08/2023	J AND K HOPKINS CANNING VALE		\$	4,092.00
			<b>TOTAL FOR THIS CARD</b>	<b>\$</b>	<b>4,181.35</b>
			<b>TOTAL FOR SHIRE OF WICKEPIN</b>	<b>\$</b>	<b>4,948.84</b>



## **14.2 Statement of Financial Activity – August 2023**





## SHIRE OF WICKEPIN

### MONTHLY FINANCIAL REPORT

For the Period Ended 31 August 2023

LOCAL GOVERNMENT ACT 1995

LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996

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# Shire of Wickepin

## Compilation Report

For the Period Ended 31 August 2023

### Report Purpose

This report is prepared to meet the requirements of *Local Government (Financial Management) Regulations 1996*, Regulation 34 .

### Overview

Summary reports and graphical progressive graphs are provided on page 3, 4 and 5.  
No matters of significance are noted.

### Statement of Financial Activity by reporting program

Is presented on page 6 and shows a surplus as at 31 August 2023 of \$3,702,098.

Note: The Statements and accompanying notes are prepared based on all transactions recorded at the time of preparation and may vary.

### Preparation

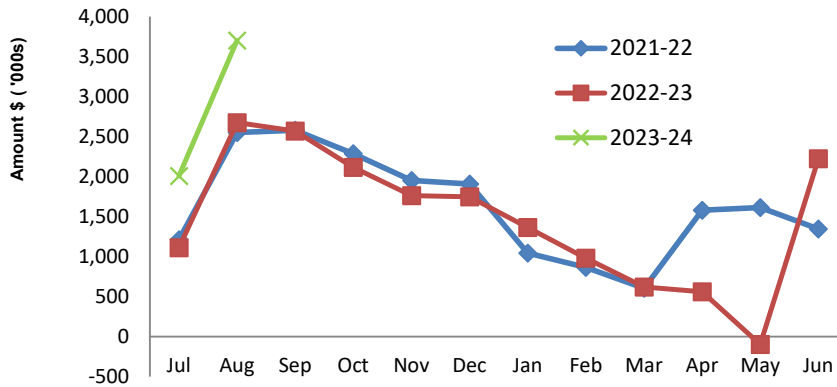
Prepared by: Erika Clement DCEO

Date prepared: 6-Sep-23

Reviewed by: Nathan Cain CEO

**Shire of Wickepin**  
**Monthly Summary Information**  
For the Period Ended 31 August 2023

**Liquidity Over the Year (Refer Note 3)**



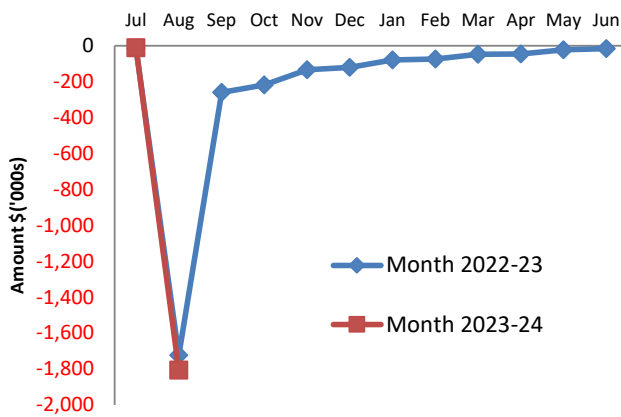
**Cash and Cash Equivalents  
as at period end**

Unrestricted	\$ 2,502,633
Restricted	\$ 2,850,295
	\$ 5,352,928

**Receivables**

Rates	\$ 1,806,089
Other	\$ 97,148
	\$ 1,903,237

**Rates Receivable (Refer Note 6)**



Accounts Receivable Ageing (non-rates)  
(Refer Note 6)

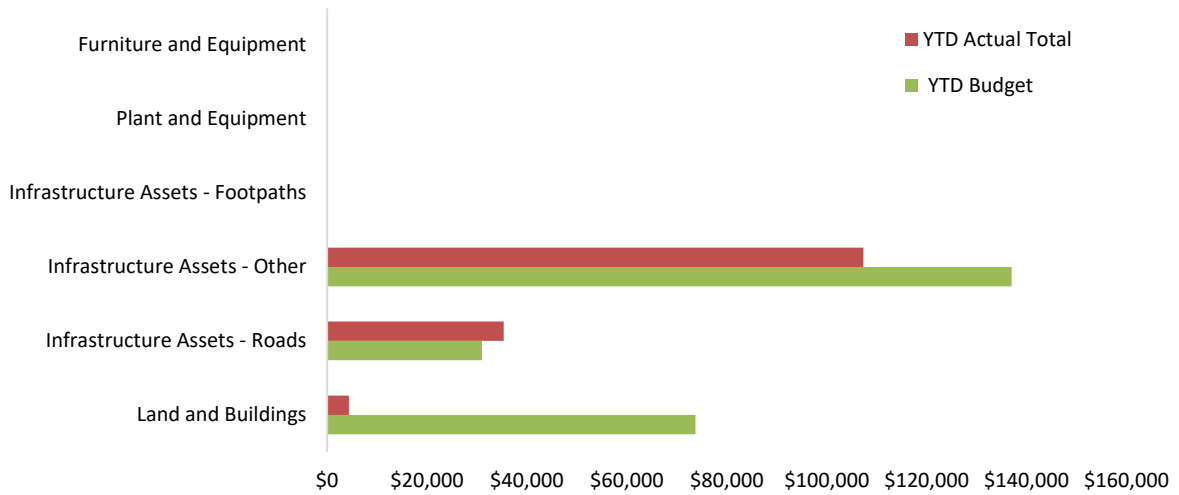
**Comments**

Unrestricted cash includes the following payments in advance

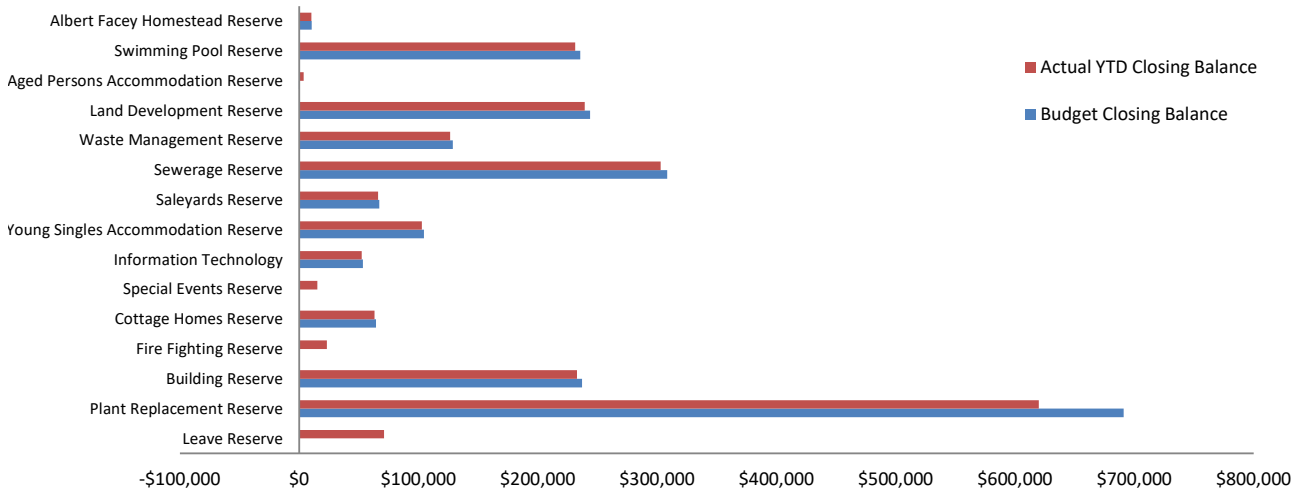
This information is to be read in conjunction with the accompanying Financial Statements and notes.

**Shire of Wickepin**  
**Monthly Summary Information**  
 For the Period Ended 31 August 2023

**Capital Expenditure Program YTD (Refer Note 13)**



**Year To Date Reserve Balance to End of Year Estimate (Refer Note 7)**



**Comments**

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

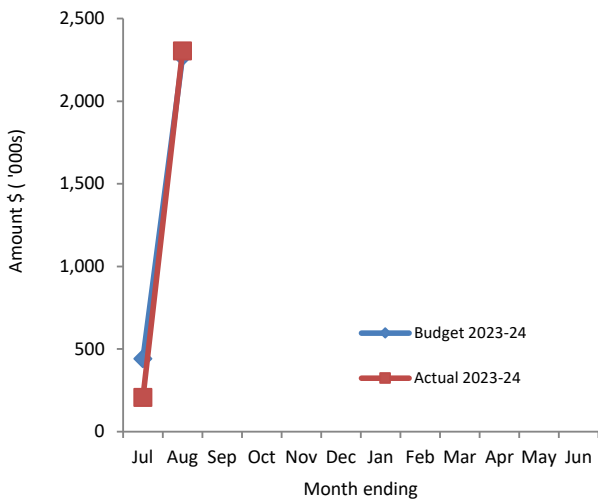
# Shire of Wickepin

## Monthly Summary Information

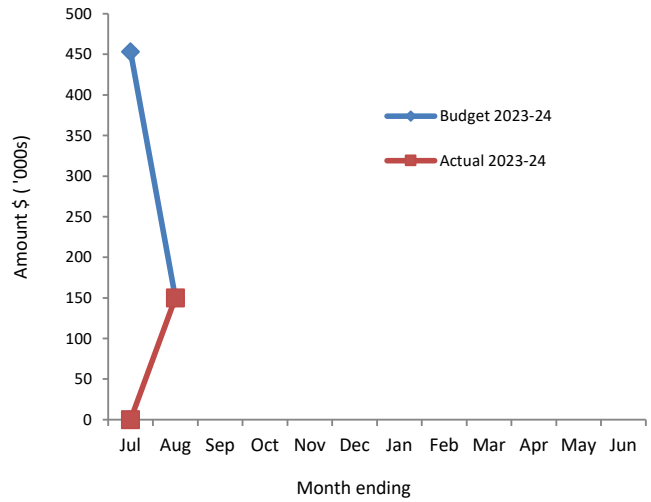
For the Period Ended 31 August 2023

### Revenues

**Budget Operating Revenues -v- Actual (Refer Note 2)**

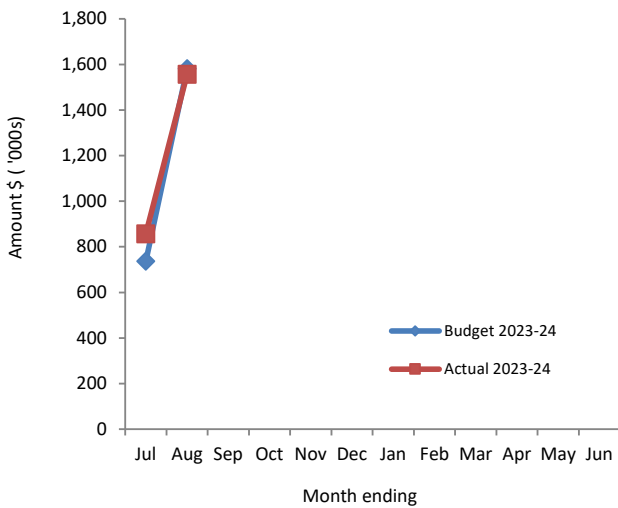


**Budget Capital Revenue -v- Actual (Refer Note 2)**

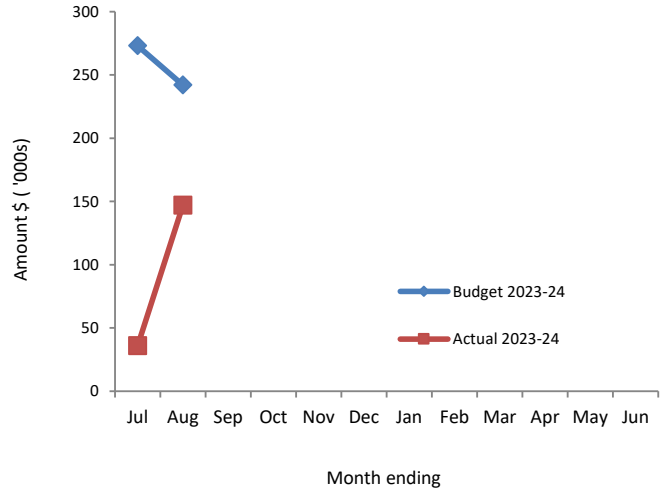


### Expenditure

**Budget Operating Expenses -v- YTD Actual (Refer Note 2)**



**Budget Capital Expenses -v- Actual (Refer Note 2)**



### Comments

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

**SHIRE OF WICKEPIN**  
**STATEMENT OF FINANCIAL ACTIVITY**  
**(Statutory Reporting Program)**  
**For the Period Ended 31 August 2023**

	Note	Annual Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
<b>Operating Revenues</b>		\$	\$	\$	\$	%	
Governance		100	16	203	187	1171.38%	
General Purpose Funding - Rates	9	1,566,800	1,689,234	1,697,077	7,843	0.46%	
General Purpose Funding - Other		361,100	9,730	24,228	14,498	149.01%	▲
Law, Order and Public Safety		130,500	76,796	70,460	(6,336)	(8.25%)	
Health		200	32	120	88	275.00%	
Education and Welfare		300	50	50	0	0.00%	
Housing		227,700	162,948	166,815	3,867	2.37%	
Community Amenities		292,100	147,928	153,168	5,240	3.54%	
Recreation and Culture		1,171,100	2998	2,966	(32)	(1.06%)	
Transport		1,452,700	161,666	162,871	1,205	0.75%	
Economic Services		77,000	12,826	18,630	5,804	45.25%	
Other Property and Services		30,000	4,998	7,037	2,039	40.80%	
<b>Total Operating Revenue</b>		<b>5,309,600</b>	<b>2,269,222</b>	<b>2,303,627</b>	<b>34,405</b>		
<b>Operating Expense</b>							
Governance		(617,733)	(169,499)	(131,386)	38,113	22.49%	▼
General Purpose Funding		(109,700)	(18,278)	(19,155)	(877)	(4.80%)	
Law, Order and Public Safety		(290,300)	(61,222)	(60,046)	1,176	1.92%	
Health		(32,300)	(5,628)	(2,541)	3,087	54.86%	
Education and Welfare		(47,200)	(7,862)	(3,572)	4,290	54.57%	▼
Housing		(178,900)	(28,944)	(29,426)	(482)	(1.66%)	
Community Amenities		(679,100)	(116,434)	(112,559)	3,875	3.33%	
Recreation and Culture		(1,412,200)	(239,038)	(201,311)	37,727	15.78%	▼
Transport		(5,103,500)	(850,530)	(819,282)	31,248	3.67%	
Economic Services		(343,700)	(57,252)	(54,093)	3,159	5.52%	
Other Property and Services		(14,100)	(26,644)	(123,047)	(96,403)	(361.82%)	▲
<b>Total Operating Expenditure</b>		<b>(8,828,733)</b>	<b>(1,581,331)</b>	<b>(1,556,417)</b>	<b>24,914</b>		
<b>Funding Balance Adjustments</b>							
Add back Depreciation		4,785,500	797,572	812,461	14,889	1.87%	
Adjust (Profit)/Loss on Asset Disposal	8	(28,200)	1,032	0	(1,032)	(100.00%)	
Adjust Provisions and Accruals		(71,100)	0	0	0		
Adjust Rounding		0	0	0	0		
<b>Net Cash from Operations</b>		<b>1,167,067</b>	<b>1,486,495</b>	<b>1,559,671</b>	<b>73,176</b>		
<b>Capital Revenues</b>							
Proceeds from Disposal of Assets	8	253,000	0	0	0		
<b>Total Capital Revenues</b>		<b>253,000</b>	<b>0</b>	<b>0</b>	<b>0</b>		
<b>Capital Expenses</b>							
Land and Buildings	13	(692,500)	(73,682)	(4,351)	69,331	94.09%	▼
Infrastructure - Roads	13	(1,555,100)	(31,000)	(35,357)	(4,357)	(14.05%)	
Infrastructure - Footpaths	13	0	0	0	0		
Infrastructure -Other	13	(443,500)	(137,000)	(107,329)	29,671	21.66%	▼
Plant and Equipment	13	(472,000)	0	0	0		
Furniture and Equipment	13	(110,000)	0	0	0		
<b>Total Capital Expenditure</b>		<b>(3,273,100)</b>	<b>(241,682)</b>	<b>(147,037)</b>	<b>94,645</b>		
<b>Net Cash from Capital Activities</b>		<b>(3,020,100)</b>	<b>(241,682)</b>	<b>(147,037)</b>	<b>94,645</b>		
<b>Financing</b>							
Proceeds from New Debentures	10	0	0	0	0		
Transfer from Reserves	7	113,100	0	0	0		
Repayment of Debentures	10	(40,000)	0	0	0		
Transfer to Reserves	7	(569,300)	0	0	0		
<b>Net Cash from Financing Activities</b>		<b>(496,200)</b>	<b>0</b>	<b>0</b>	<b>0</b>		
<b>Net Operations, Capital and Financing</b>		<b>(2,349,233)</b>	<b>1,244,813</b>	<b>1,412,634</b>	<b>167,821</b>		
<b>Opening Funding Surplus(Deficit)</b>	3	<b>2,349,233</b>	<b>2,349,233</b>	<b>2,289,464</b>	<b>(59,769)</b>	<b>(2.54%)</b>	
<b>Closing Funding Surplus(Deficit)</b>	3	<b>0</b>	<b>3,594,046</b>	<b>3,702,098</b>	<b>108,052</b>		

Indicates a variance between Year to Date (YTD) Budget and YTD Actual data as per the adopted materiality threshold.  
Refer to Note 2 for an explanation of the reasons for the variance.

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

**SHIRE OF WICKEPIN**  
**STATEMENT OF FINANCIAL ACTIVITY**  
**(By Nature or Type)**  
**For the Period Ended 31 August 2023**

	Note	Amended Annual Budget	Amended YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
<b>Operating Revenues</b>		\$	\$	\$	\$	%	
Rates	9	1,552,400	1,674,834	1,682,556.34	7,722	0.46%	
Rates excluding General Rates	9	14,400	14,400	14,521			
Operating Grants, Subsidies and Contributions	11	221,600	175,400	195,717	20,317	11.58%	▲
Fees and Charges		469,700	244,842	257,554	12,712	5.19%	
Interest Earnings		105,500	8,914	3,279	(5,635)	(63.22%)	
Other Revenue		255,700	832	0	(832)	(100.00%)	
Profit on Disposal of Assets	8	34,400	0	0	0		
<b>Total Operating Revenue</b>		<b>2,653,700</b>	<b>2,119,222</b>	<b>2,153,627</b>	<b>34,285</b>		
<b>Operating Expense</b>							
Employee Costs		(1,594,800)	(268,019)	(279,456)	(11,437)	(4.27%)	
Materials and Contracts		(1,919,633)	(376,722)	(303,878)	72,844	19.34%	▲
Utility Charges		(231,600)	(38,564)	(30,213)	8,351	21.65%	▲
Depreciation on Non-Current Assets		(4,785,500)	(797,572)	(812,461)	(14,889)	(1.87%)	
Interest Expenses		(2,800)	(466)	0	466	100.00%	▲
Insurance Expenses		(255,700)	(98,124)	(124,531)	(26,407)	(26.91%)	▼
Other Expenditure		(32,500)	(832)	(5,877)	(5,045)	(606.43%)	
Loss on Disposal of Assets	8	(6,200)	(1,032)	0	1,032	100.00%	
<b>Total Operating Expenditure</b>		<b>(8,828,733)</b>	<b>(1,581,331)</b>	<b>(1,556,417)</b>	<b>24,914</b>		
<b>Funding Balance Adjustments</b>							
Add back Depreciation		4,785,500	797,572	812,461	14,889	1.87%	
Adjust (Profit)/Loss on Asset Disposal	8	(28,200)	1,032	0	(1,032)	(100.00%)	
Adjust Provisions and Accruals		(71,100)			0		
Adjust Rounding		0	0	0			
<b>Net Cash from Operations</b>		<b>(1,488,833)</b>	<b>1,336,495</b>	<b>1,409,671</b>	<b>73,055</b>		
<b>Capital Revenues</b>							
Grants, Subsidies and Contributions	11	2,655,900	150,000	150,000	0	0.00%	
Proceeds from Disposal of Assets	8	253,000	0	0	0		
Proceeds from Sale of Assets		0	0	0	0		
<b>Total Capital Revenues</b>		<b>2,908,900</b>	<b>150,000</b>	<b>150,000</b>	<b>0</b>		
<b>Capital Expenses</b>							
Land and Buildings	13	(692,500)	(73,682)	(4,351)	69,331	94.09%	▲
Infrastructure - Roads	13	(1,555,100)	(31,000)	(35,357)	(4,357)	(14.05%)	
Infrastructure - Footpaths	13	0	0	0	0		
Infrastructure - Drainage	13	(443,500)	(137,000)	(107,329)	29,671	21.66%	▲
Plant and Equipment	13	(472,000)	0	0	0		
Furniture and Equipment	13	(110,000)	0	0	0		
<b>Total Capital Expenditure</b>		<b>(3,273,100)</b>	<b>(241,682)</b>	<b>(147,037)</b>	<b>94,645</b>		
<b>Net Cash from Capital Activities</b>		<b>(364,200)</b>	<b>(91,682)</b>	<b>2,963</b>	<b>94,645</b>		
<b>Financing</b>							
Transfer from Reserves	7	113,100	0	0	0		
Repayment of Debentures	10	(40,000)	0	0	0		
Transfer to Reserves	7	(569,300)	0	0	0		
<b>Net Cash from Financing Activities</b>		<b>(496,200)</b>	<b>0</b>	<b>0</b>	<b>0</b>		
<b>Net Operations, Capital and Financing</b>		<b>(2,349,233)</b>	<b>1,244,813</b>	<b>1,412,634</b>	<b>167,700</b>		
<b>Opening Funding Surplus(Deficit)</b>	3	<b>2,349,233</b>	<b>2,349,233</b>	<b>2,289,464</b>	<b>(59,769)</b>	<b>(2.54%)</b>	
<b>Closing Funding Surplus(Deficit)</b>	3	<b>0</b>	<b>3,594,046</b>	<b>3,702,098</b>	<b>107,931</b>		

Indicates a variance between Year to Date (YTD) Budget and YTD Actual data as per the adopted materiality threshold. Refer to Note 2 for an explanation of the reasons for the variance.

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

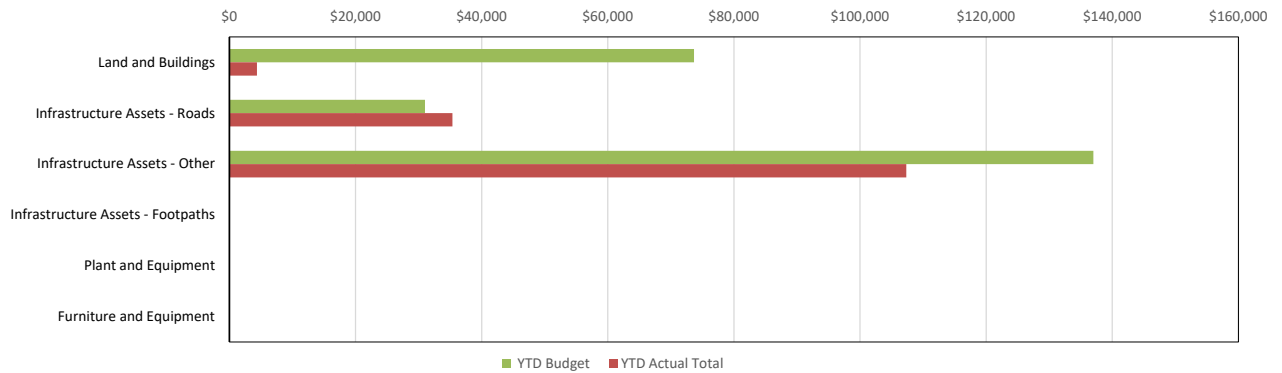
**SHIRE OF WICKEPIN**  
**STATEMENT OF CAPITAL ACQUISITIONS AND CAPITAL FUNDING**  
For the Period Ended 31 August 2023

Capital Acquisitions	Note	YTD 31 08 2023					Variance (d) - (c)
		YTD Actual New /Upgrade (a)	YTD Actual (Renewal Expenditure) (b)	YTD Actual Total (c) = (a)+(b)	YTD Budget (d)	Amended Annual Budget	
Land and Buildings	13	\$ 4,351	\$ 0	\$ 4,351	\$ 73,682	\$ 692,500	\$ (69,331)
Infrastructure Assets - Roads	13		35,357	35,357	31,000	1,555,100	4,357
Infrastructure Assets - Other	13	107,329	0	107,329	137,000	443,500	(29,671)
Infrastructure Assets - Footpaths	13	0	0	0	0	0	0
Plant and Equipment	13	0	0	0	0	472,000	0
Furniture and Equipment	13	0	0	0	0	110,000	0
<b>Capital Expenditure Totals</b>		<b>111,680</b>	<b>35,357</b>	<b>147,037</b>	<b>241,682</b>	<b>3,273,100</b>	<b>(94,645)</b>

**Funded By:**

Capital Grants and Contributions	150,000	2,655,900	2,655,900	2,505,900
Borrowings	0	0	0	0
Other (Disposals & C/Fwd)	0	0	(28,200)	0
Own Source Funding - Cash Backed Reserves				
Total Own Source Funding - Cash Backed Reserves	0	0	0	0
Own Source Funding - Operations		(2,414,218)	645,400	#####
<b>Capital Funding Total</b>	<b>150,000</b>	<b>241,682</b>	<b>3,273,100</b>	<b>(91,682)</b>

Capital Expenditure Program YTD





**SHIRE OF WICKEPIN**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 August 2023**

**1. SIGNIFICANT ACCOUNTING POLICIES**

**(a) Basis of Accounting**

This statement comprises a special purpose financial report which has been prepared in accordance with Australian Accounting Standards (as they apply to local governments and not-for-profit entities), Australian Accounting Interpretations, other authoritative pronouncements of the Australian Accounting Standards Board, the Local Government Act 1995 and accompanying regulations. Material accounting policies which have been adopted in the preparation of this statement are presented below and have been consistently applied unless stated otherwise.

Except for cash flow and rate setting information, the report has also 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**

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 that are believed to be reasonable under the circumstances; the results of which form the basis of making the judgements about carrying values of assets and liabilities that are not readily apparent from other sources. Actual results may differ from these estimates.

**(b) The Local Government Reporting Entity**

All Funds through which the Council controls resources to carry on its functions have been included in this statement.

In the process of reporting on the local government as a single unit, all transactions and balances between those funds (for example, loans and transfers between Funds) have been eliminated.

All monies held in the Trust Fund are excluded from the statement, but a separate statement of those monies appears at Note 12.

**(c) Rounding Off Figures**

All figures shown in this statement are rounded to the nearest dollar.

**(d) Rates, Grants, Donations and Other Contributions**

Rates, grants, donations and other contributions are recognised as revenues when the local government obtains control over the assets comprising the contributions. Control over assets acquired from rates is obtained at the commencement of the rating period or, where earlier, upon receipt of the rates.

**(e) Goods and Services Tax**

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.

**SHIRE OF WICKEPIN**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 August 2023**

**1. SIGNIFICANT ACCOUNTING POLICIES (Continued)**

**(f) 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 that are readily convertible to known amounts of cash and which are subject to an insignificant risk of changes in value and bank overdrafts.

Bank overdrafts are reported as short term borrowings in current liabilities in the statement of financial position.

**(g) Trade and Other Receivables**

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

Receivables expected to be collected within 12 months of the end of the reporting period are classified as current assets. All other receivables are classified as non-current assets.

Collectability of trade and other receivables is reviewed on an ongoing basis. Debts that are known to be uncollectible are written off when identified. An allowance for doubtful debts is raised when there is objective evidence that they will not be collectible.

**(h) Inventories**

***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.

***Land Held for Resale***

Land held for development and sale is valued at the lower of cost and net realisable value. Cost includes the cost of acquisition, development, borrowing costs and holding costs until completion of development. Finance costs and holding charges incurred after development is completed are expensed.

Gains and losses are recognised in profit or loss at the time of signing an unconditional contract of sale if significant risks and rewards, and effective control over the land, are passed on to the buyer at this point.

Land held for sale is classified as current except where it is held as non-current based on Council's intentions to release for sale.

**(i) Fixed Assets**

All assets are initially recognised at cost. Cost is determined as the fair value of the assets given as consideration plus costs incidental to the acquisition. For assets acquired at no cost or for nominal consideration, cost is determined as fair value at the date of acquisition. The cost of non-current assets constructed by the local government includes the cost of all materials used in the construction, direct labour on the project and an appropriate proportion of variable and fixed overhead.

Certain asset classes may be revalued on a regular basis such that the carrying values are not materially different from fair value. Assets carried at fair value are to be revalued with sufficient regularity to ensure the carrying amount does not differ materially from that determined using fair value at reporting date.

**SHIRE OF WICKEPIN**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 August 2023**

**1. SIGNIFICANT ACCOUNTING POLICIES (Continued)**

**(j) Depreciation of Non-Current Assets**

All non-current assets having a limited useful life are systematically depreciated over their useful lives in a manner which reflects the consumption of the future economic benefits embodied in those assets.

Depreciation is recognised on a straight-line basis, using rates which are reviewed each reporting period. Major depreciation rates and periods are:

Buildings	30 to 50 years
Furniture and Equipment	4 to 10 years
Plant and Equipment	5 to 15 years
Roads	20 to 50 years
Footpaths	20 years
Sewerage Piping	100 years
Water Supply Piping and Drainage Systems	75 years
Infrastructure - Parks & Ovals	30 to 50 years

**(k) Trade and Other Payables**

Trade and other payables represent liabilities for goods and services provided to the Council prior to the end of the financial year that are unpaid and arise when the Council becomes obliged to make future payments in respect of the purchase of these goods and services. The amounts are unsecured, are recognised as a current liability and are normally paid within 30 days of recognition.

**(l) Employee Benefits**

The provisions for employee benefits relates to amounts expected to be paid for long service leave, annual leave, wages and salaries and are calculated as follows:

**(i) Wages, Salaries, Annual Leave and Long Service Leave (Short-term Benefits)**

The provision for employees' benefits to wages, salaries, annual leave and long service leave expected to be settled within 12 months represents the amount the Shire has a present obligation to pay resulting from employees services provided to balance date. The provision has been calculated at nominal amounts based on remuneration rates the Shire expects to pay and includes related on-costs.

**(ii) Annual Leave and Long Service Leave (Long-term Benefits)**

The liability for long service leave is recognised in the provision for employee benefits and measured as the present value of expected future payments to be made in respect of services provided by employees up to the reporting date using the project unit credit method. Consideration is given to expected future wage and salary levels, experience of employee departures and periods of service. Expected future payments are discounted using market yields at the reporting date on national government bonds with terms to maturity and currency that match as closely as possible, the estimated future cash outflows. Where the Shire does not have the unconditional right to defer settlement beyond 12 months, the liability is recognised as a current liability.

**SHIRE OF WICKEPIN**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 August 2023**

**1. SIGNIFICANT ACCOUNTING POLICIES (Continued)**

**(m) Interest-bearing Loans and Borrowings**

All loans and borrowings are initially recognised at the fair value of the consideration received less directly attributable transaction costs.

After initial recognition, interest-bearing loans and borrowings are subsequently measured at amortised cost using the effective interest method. Fees paid on the establishment of loan facilities that are yield related are included as part of the carrying amount of the loans and borrowings.

Borrowings are classified as current liabilities unless the Council has an unconditional right to defer settlement of the liability for at least 12 months after the balance sheet date.

***Borrowing Costs***

Borrowing costs are recognised as an expense when incurred except where they are directly attributable to the acquisition, construction or production of a qualifying asset. Where this is the case, they are capitalised as part of the cost of the particular asset.

**(n) Provisions**

Provisions are recognised when: The council has a present legal or constructive obligation as a result of past events; it is more likely than not that an outflow of resources will be required to settle the obligation; and the amount has been reliably estimated. Provisions are not recognised for future operating losses.

Where there are a number of similar obligations, the likelihood that an outflow will be required in settlement is determined by considering the class of obligations as a whole. A provision is recognised even if the likelihood of an outflow with respect to any one of item included in the same class of obligations may be small.

**(o) Current and Non-Current Classification**

In the determination of whether an asset or liability is current or non-current, consideration is given to the time when each asset or liability is expected to be settled. The asset or liability is classified as current if it is expected to be settled within the next 12 months, being the Council's operational cycle. In the case of liabilities where Council 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 even if not expected to be realised in the next 12 months except for land held for resale where it is held as non current based on Council's intentions to release for sale.

**SHIRE OF WICKEPIN**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 August 2023**

**1. SIGNIFICANT ACCOUNTING POLICIES (Continued)**

**(p) Nature or Type Classifications**

**Rates**

All rates levied under the Local Government Act 1995. Includes general, differential, specific area rates, minimum rates, interim rates, back rates, ex-gratia rates, less discounts offered. Exclude administration fees, interest on instalments, interest on arrears and service charges.

**Operating Grants, Subsidies and Contributions**

Refer to all amounts received as grants, subsidies and contributions that are not non-operating grants.

**Non-Operating Grants, Subsidies and Contributions**

Amounts received specifically for the acquisition, construction of new or the upgrading of non-current assets paid to a local government, irrespective of whether these amounts are received as capital grants, subsidies, contributions or donations.

**Profit on Asset Disposal**

Profit on the disposal of assets including gains on the disposal of long term investments. Losses are disclosed under the expenditure classifications.

**Fees and Charges**

Revenues (other than service charges) from the use of facilities and charges made for local government services, sewerage rates, rentals, hire charges, fee for service, photocopying charges, licences, sale of goods or information, fines, penalties and administration fees. Local governments may wish to disclose more detail such as rubbish collection fees, rental of property, fines and penalties, other fees and charges.

**Service Charges**

Service charges imposed under Division 6 of Part 6 of the Local Government Act 1995. Regulation 54 of the Local Government (Financial Management) Regulations 1996 identifies the These are television and radio broadcasting, underground electricity and neighbourhood surveillance services. Exclude rubbish removal charges. Interest and other items of a similar nature received from bank and investment accounts, interest on rate instalments, interest on rate arrears and interest on debtors.

**Interest Earnings**

Interest and other items of a similar nature received from bank and investment accounts, interest on rate instalments, interest on rate arrears and interest on debtors.

**Other Revenue / Income**

Other revenue, which can not be classified under the above headings, includes dividends, discounts, rebates etc.

**Employee Costs**

All costs associate with the employment of person such as salaries, wages, allowances, benefits such as vehicle and housing, superannuation, employment expenses, removal expenses, relocation expenses, worker's compensation insurance, training costs, conferences, safety expenses, medical examinations, fringe benefit tax, etc.

**Materials and Contracts**

All expenditures on materials, supplies and contracts not classified under other headings. These include supply of goods and materials, legal expenses, consultancy, maintenance agreements, communication expenses, advertising expenses, membership, periodicals, publications, hire expenses, rental, leases, postage and freight etc. Local governments may wish to disclose more detail such as contract services, consultancy, information technology, rental or lease expenditures.

**Utilities (Gas, Electricity, Water, etc.)**

Expenditures made to the respective agencies for the provision of power, gas or water. Exclude expenditures incurred for the reinstatement of roadwork on behalf of these agencies.

**SHIRE OF WICKEPIN**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 August 2023**

**1. SIGNIFICANT ACCOUNTING POLICIES (Continued)**

**(q) Nature or Type Classifications (Continued)**

**Insurance**

All insurance other than worker's compensation and health benefit insurance included as a cost of employment.

**Loss on asset disposal**

Loss on the disposal of fixed assets.

**Depreciation on non-current assets**

Depreciation expense raised on all classes of assets.

**Interest expenses**

Interest and other costs of finance paid, including costs of finance for loan debentures, overdraft accommodation and refinancing expenses.

**Other expenditure**

Statutory fees, taxes, provision for bad debts, member's fees or levies including WA Fire Brigade Levy and State taxes. Donations and subsidies made to community groups.

**(r) Statement of Objectives**

Council has adopted a 'Plan for the future' comprising a Strategic Community Plan and Corporate Business Plan to provide the long term community vision, aspirations and objectives.

Based upon feedback received from the community the vision of the Shire is:

*A Collaborative Council, dedicated to maintaining and developing our community assets for the benefit of our residents whilst supporting a strong community, vibrant economy, successful businesses and a sound environment*

The Strategic Community Plan defines the key objectives of the Shire as:

- (1) Social – This theme describes the social aspects of life in the Shire incorporating community safety, recreation and leisure, as well as arts, culture and heritage.*
- (2) Environmental – This theme relates to valuing the environment, including natural resource management; sustainable land use, waste management, and recycling.*
- (3) Economic – This theme describes infrastructure planning, transport infrastructure, facilities and services and asset management and inclusive community engagement*
- (4) Civic leadership – This theme describes how the Shire embraces a culture of leadership, customer service .*

*Council operations as disclosed in this statement encompass the following service orientated activities/programs:*

**(s) GOVERNANCE**

Expenses associated with provision of services to members of council and elections. Also included are costs associated with computer operations, corporate accounting, corporate records and asset management. Costs reported as administrative expenses are redistributed in accordance with the principle of activity based costing (ABC).

**GENERAL PURPOSE FUNDING**

Rates and associated revenues, general purpose government grants, interest revenue and other miscellaneous revenues such as commission on Police Licensing. The costs associated with raising the above mentioned revenues, eg. Valuation expenses, debt collection and overheads.

**LAW, ORDER, PUBLIC SAFETY**

Enforcement of Local Laws, fire prevention, animal control and provision of ranger services.

**HEALTH**

Health inspection services, food quality control, mosquito control and contributions towards provision of medical health services.

**SHIRE OF WICKEPIN**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 August 2023**

**1. SIGNIFICANT ACCOUNTING POLICIES (Continued)**

**(s) Reporting Programs (Continued)**

**HOUSING**

Provision and maintenance of rented housing accommodation for pensioners and employees.

**COMMUNITY AMENITIES**

Sanitation, sewerage, stormwater drainage, protection of the environment, public conveniences, cemeteries and town planning.

**RECREATION AND CULTURE**

Parks, gardens and recreation reserves, library services, swimming facilities, walk trails, public halls and Community Centre.

**TRANSPORT**

Construction and maintenance of roads, footpaths, drainage works, parking facilities, traffic control, depot operations, plant purchase and cleaning of streets.

**ECONOMIC SERVICES**

Tourism, community development, pest control, building services, caravan parks and private works.

**OTHER PROPERTY & SERVICES**

Plant works, plant overheads and stock of materials.

**SHIRE OF WICKEPIN**  
**NOTES TO FINANCIAL ACTIVITY STATEMENT**  
For the Period Ended 31 August 2023

**Note 2: EXPLANATION OF MATERIAL VARIANCES**

Reporting Program	Var. \$	Var. %	Var.	Timing/ Permanent	Explanation of Variance
<b>Operating Revenues</b>	\$	%			
Governance	187	1171%			
General Purpose Funding - Other	14,498	149.01%	▲	Permanent	Extra Financial Assistance Grants
Law, Order and Public Safety	(6,336)	(8.25%)			
Health	88	275.00%			
Education and Welfare	0	0.00%			
Housing	3,867	2.37%			
Community Amenities	5,240	3.54%			
Recreation and Culture	(32)	(1.06%)			
Transport	1,205	0.75%			
Economic Services	5,804	45.25%			
Other Property and Services	2,039	40.80%			
<b>Operating Expense</b>					
Governance	38,113	22.49%	▼	Timing	Staff Training, Office Expenses, Election expenses not yet expended
General Purpose Funding	(877)	(4.80%)			
Law, Order and Public Safety	1,176	1.92%			
Health	3,087	54.86%			
Education and Welfare	4,290	54.57%	▼	Timing	Mosquito Control, expenses not yet expended
Housing	(482)	(1.66%)			
Community Amenities	3,875	3.33%			
Recreation and Culture	37,727	15.78%	▼	Timing	Parks and garden, libraries, cultural expenses not yet expended
Transport	31,248	3.67%			
Economic Services	3,159	5.52%			
Other Property and Services	(96,403)	(361.82%)	▲	Timing	Private works increase, Long service leave not budgeted
<b>Capital Revenues</b>					
Grants, Subsidies and Contributions	0	0.00%			
Proceeds from Disposal of Assets	0				
<b>Capital Expenses</b>					
Land and Buildings	69,331	94.09%	▼	Timing	Projects not yet started
Infrastructure - Roads	(4,357)	(14.05%)			
Infrastructure - Other	29,671	21.66%	▼	Timing	Projects not yet started
Infrastructure - Footpaths	0				
Plant and Equipment	0				
Furniture and Equipment	0				
<b>Financing</b>					
Loan Principal	0				

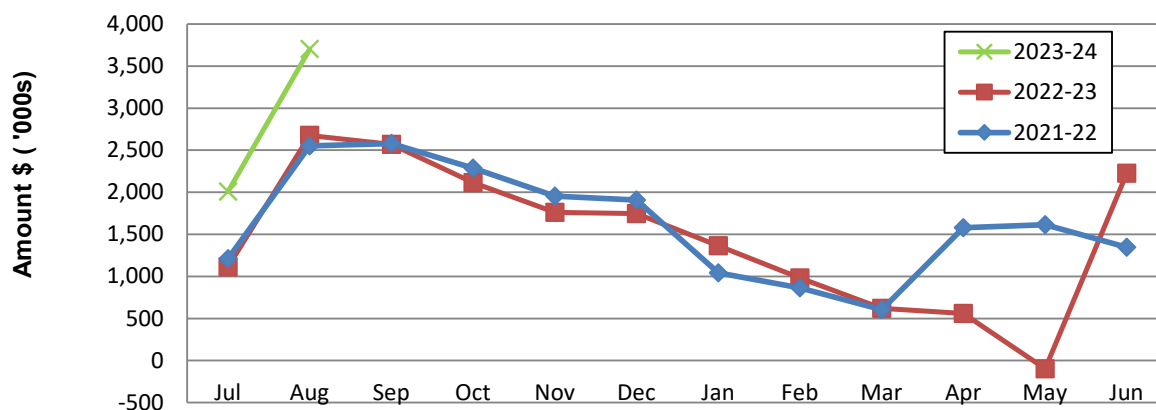


**SHIRE OF WICKEPIN**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
For the Period Ended 31 August 2023

**Note 3: NET CURRENT FUNDING POSITION**

		Positive=Surplus (Negative=Deficit)		
		YTD 31 Aug 2023	30 June 2023	YTD 30 Aug 2022
Note		\$	\$	\$
<b>Current Assets</b>				
4	Cash Unrestricted	2,502,633	2,839,188	3,054,752
4	Cash Restricted	2,850,295	3,172,316	2,824,404
6	Receivables - Rates	1,806,089	16,420	157,827
6	Receivables -Other	97,148	251,825	5,929
	Interest / ATO Receivable/Trust	21,816	44,240	25,304
		7,277,981	6,323,990	6,068,216
<b>Less: Current Liabilities</b>				
-	Payables	32,609	(169,230)	(210,020)
-	Contract Liabilities	493,592	(493,592)	(853,441)
-	Provisions	199,388	(199,388)	(227,654)
		725,589	(862,210)	(1,291,116)
7	Less: Cash Reserves	2,850,295	(3,172,316)	(2,824,404)
	<b>Net Current Funding Position</b>	<b>3,702,098</b>	<b>2,289,464</b>	<b>1,952,696</b>

**Note 3 - Liquidity Over the Year**



**Comments - Net Current Funding Position**

**SHIRE OF WICKEPIN**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 August 2023**

**Note 4: CASH AND INVESTMENTS**

	Interest Rate	Unrestricted \$	Restricted \$	Trust \$	Total Amount \$	Institution	Maturity Date
<b>(a) Cash Deposits</b>							
Municipal Account	0.00%	1,664,849			1,664,849	ANZ	At Call
Reserve Bank Account	0.00%		2,850,295		2,850,295	ANZ	At Call
Trust Bank Account	0.00%			331,903	331,903	ANZ	At Call
Cash On Hand	Nil	700.00			700	N/A	On Hand
<b>(b) Term Deposits</b>							
Municipal					0		
Municipal					0		
Municipal	3.05%	836,845			836,845	WA Treasury	At Call
Reserve	0.40%				0		
Trust	0.40%				0		
<b>Total</b>		<b>2,502,394</b>	<b>2,850,295</b>	<b>331,903</b>	<b>5,684,592</b>		

**Comments/Notes - Investments**

**SHIRE OF WICKEPIN**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 August 2023**

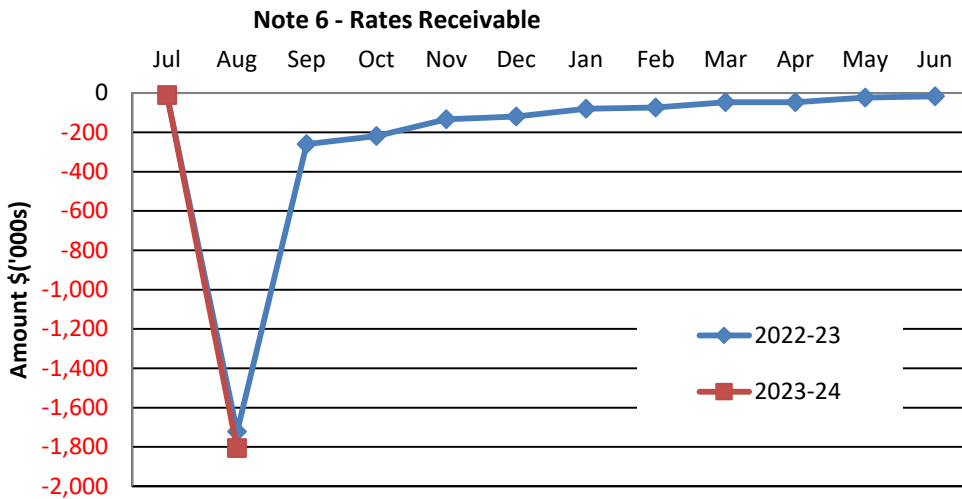
**Note 6: RECEIVABLES**

**Receivables - Rates Receivable**

Opening Arrears Previous Years  
 Levied this year  
Less Collections to date  
 Equals Current Outstanding

**Net Rates Collectable**  
 % Collected

	YTD 31 Aug 2023	30 June 2023
	\$	\$
Opening Arrears Previous Years	16,420	19,522
Levied this year	1,883,216	1,654,442
<u>Less Collections to date</u>	(93,547)	(1,657,544)
<b>Equals Current Outstanding</b>	<b>1,806,089</b>	<b>16,420</b>
<b>Net Rates Collectable</b>	<b>1,806,089</b>	<b>16,420</b>
% Collected	4.92%	99.02%



**Comments/Notes - Receivables Rates**

**Receivables - General**

Receivables - General

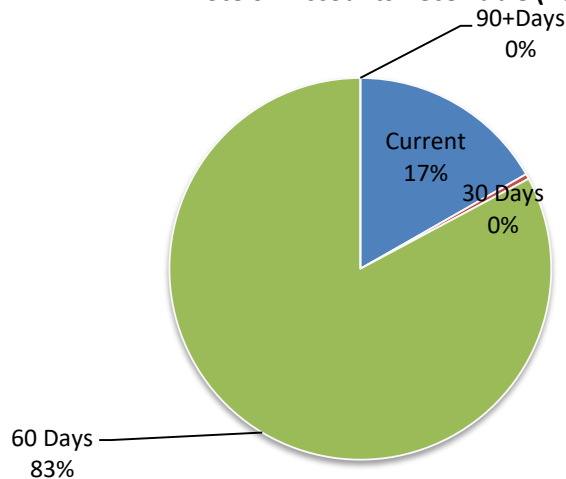
	Current	30 Days	60 Days	90+Days
	\$	\$	\$	\$
Receivables - General	16,267	420	80,462	0

**Total Receivables General Outstanding**

**97,148**

Amounts shown above include GST (where applicable)

**Note 6 - Accounts Receivable (non-rates)**



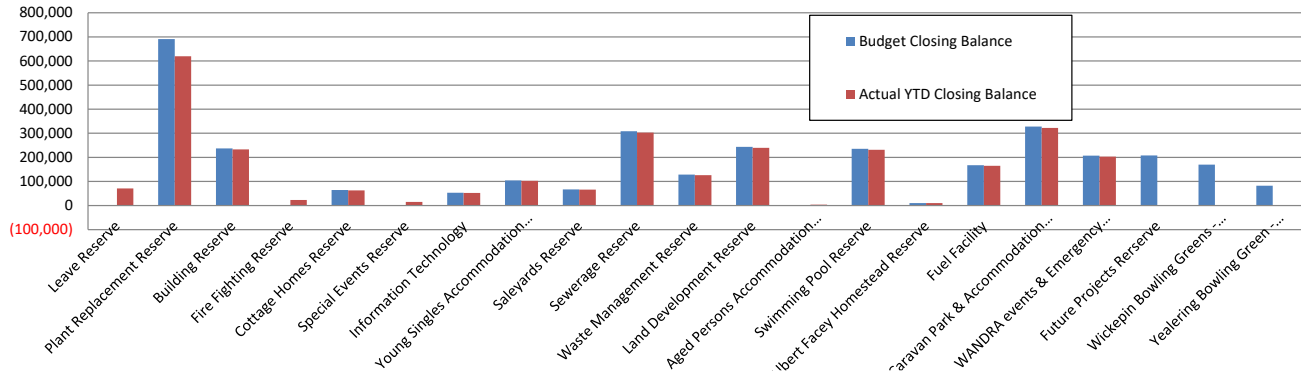
**Comments/Notes - Receivables General**

**SHIRE OF WICKEPIN**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 August 2023**

**Note 7: Cash Backed Reserve**

2023-24										
Name	Opening Balance	Budget Interest Earned	Actual Interest Earned	Budget Transfers In (+)	Actual Transfers In (+)	Budget Transfers Out (-)	Actual Transfers Out (-)	Transfer out Reference	Budget Closing Balance	Actual YTD Closing Balance
	\$	\$	\$	\$	\$	\$	\$		\$	\$
Leave Reserve	71,069					71,100			0	71,069
Plant Replacement Reserve	619,898	11,100		60,000					690,998	619,898
Building Reserve	232,817	4,200							237,017	232,817
Fire Fighting Reserve	23,063					23,100			(0)	23,063
Cottage Homes Reserve	63,166	1,100							64,266	63,166
Special Events Reserve	15,176					15,200			0	15,176
Information Technology	52,428	900							53,328	52,428
Young Singles Accommodation Reserve	102,700	1,800							104,500	102,700
Saleyards Reserve	66,005	1,200							67,205	66,005
Sewerage Reserve	302,999	5,400							308,399	302,999
Waste Management Reserve	126,418	2,300							128,718	126,418
Land Development Reserve	239,389	4,300							243,689	239,389
Aged Persons Accommodation Reserve	3,733					3,700			(0)	3,733
Swimming Pool Reserve	231,238	4,200							235,438	231,238
Albert Facey Homestead Reserve	10,144	200							10,344	10,144
Fuel Facility	164,759	3,000							167,759	164,759
Caravan Park & Accommodation Reserve	322,021	5,800							327,821	322,021
WANDRA events & Emergency Repairs Reserve	203,274	3,700							206,974	203,274
Future Projects Reserve		1,300		206,600					207,900	0
Wickepin Bowling Greens - Replacement	0	1,000		168,800					169,800	0
Yealering Bowling Green - Replacement	0	500		81,900					82,400	0
	<b>2,850,295</b>	<b>52,000</b>	<b>0</b>	<b>517,300</b>	<b>0</b>	<b>113,100</b>	<b>0</b>		<b>3,306,554</b>	<b>2,850,295</b>

**Note 7 - Year To Date Reserve Balance to End of Year Estimate**



**SHIRE OF WICKEPIN**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 August 2023**

**Note 8 CAPITAL DISPOSALS**

Actual YTD Profit/(Loss) of Asset Disposal				Amended Current Budget		
				YTD 31 08 2023		
Cost	Accum Depr	Proceeds	Profit (Loss)	Amended Annual Budget Profit/(Loss)	Actual Profit/(Loss)	Variance
\$	\$	\$	\$	\$	\$	\$
			<b>Plant and Equipment</b>			
			0 CEO	(1,850)	0	1,850
			0 CEO	(1,850)	0	1,850
			0 PWS	(2,600)	0	2,600
			0 Loader	31,500	0	(31,500)
			0 Mower	3,000	0	(3,000)
			0		0	0
			0		0	0
			0		0	0
<b>0</b>	<b>0</b>	<b>0</b>		<b>28,200</b>	<b>0.00</b>	<b>(28,200)</b>

**Comments - Capital Disposal/Replacements**

**SHIRE OF WICKEPIN**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 August 2023**

Note 9: RATING INFORMATION	Rate in \$	Number of Properties	Rateable Value \$	Rate Revenue \$	Interim Rates \$	Back Rates \$	Total Revenue \$	Amended Budget Rate Revenue \$	Amended Budget Interim Rate \$	Amended Budget Back Rate \$	Amended Budget Total Revenue \$
<b>RATE TYPE</b>											
<b>Differential General Rate</b>											
GRV	0.078864	145	1,501,516	119,031		0	119,031	118,416			118,416
UV	0.006166	272	242,206,610	1,486,518			1,486,518	1,485,517	778		1,486,295
Mining UV	0.006166	5	944,112	4,190			4,190	8,040			8,040
<b>Sub-Totals</b>		422	244,652,238	1,609,739	0	0	1,609,739	1,611,973	778	0	1,612,751
<b>Minimum Payment</b>											
<b>Minimum \$</b>											
GRV	0.078864	115	360,400	63,250			63,250	63,800			63,800
UV	0.006166	25	1,332,127	13,750			13,750	15,950	778		15,950
Mining UV	0.006166	7		3,850			3,850				
<b>Sub-Totals</b>		147	1,692,527	80,850	0	0	80,850	79,750	778	0	79,750
Ex Gratia Rates							1,690,589				1,692,501
Discount							14,521				14,400
Rates Writeoffs							(8,033)				(140,000)
<b>Amount from General Rates</b>							0				(100)
Specified Area Rates							<b>1,697,077</b>				<b>1,566,801</b>
<b>Totals</b>							<b>1,697,077</b>				<b>1,566,801</b>

**Comments - Rating Information**

**SHIRE OF WICKEPIN**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 August 2023**

**10. INFORMATION ON BORROWINGS**

(a) Debenture Repayments

Particulars	Principal 1-Jul-23	New Loans	Principal Repayments		Principal Outstanding		Interest Repayments		Loan Completion Date
			Actual	Budget	Actual	Budget	Actual	Budget	
			\$	\$	\$	\$	\$	\$	
Loan 103 -Staff House	309,540			40,031	309,540	309,540		2,801	2/12/2030
	309,540	0	0	40,031	309,540	309,540	0	2,801	

All debenture repayments were financed by general purpose revenue.

(b) New Debentures

No new debentures were raised during the reporting period.

**SHIRE OF WICKEPIN**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 August 2023**

**Note 11: GRANTS AND CONTRIBUTIONS**

Program/Details GL	Grant Provider	Approval	2023-24 Budget	Variations Additions (Deletions)			Recoup Status	
					Operating	Capital	Received	Not Received
		(Y/N)	\$	\$	\$	\$	\$	\$
<b>GENERAL PURPOSE FUNDING</b>								
Grants Commission - General	WALGGC	Y		0	0	0	12,193	(12,193)
Grants Commission - Roads	WALGGC	Y		0	0	0	8,073	(8,073)
<b>GOVERNANCE</b>		Y					0	0
<b>LAW, ORDER, PUBLIC SAFETY</b>								
DFES Grant - Operating Bush Fire Brigade	DFES	Y	61,600	0	61,600	0	15,405	46,195
				0				0
<b>HOUSING</b>								
WSAHA Grant	DPIRD	Y	150,000			150,000	150,000	0
<b>EDUCATION &amp; WELFARE</b>								
		N						0
		N			0	0		0
<b>COMMUNITY AMENITIES</b>								
LY Ablution ( From Contract Liabilities)		Y	104,500			104,500	0	104,500
<b>RECREATION AND CULTURE</b>								
Wogolin Playground ( From Contract Liabilities)	From							
	LRCI Phase 1	Y	738,100			738,100		738,100
	LRCI Phase 2	Y	415,000			415,000		415,000
	LRCI Phase 3	Y						0
		Y						0
<b>ECONOMIC SERVICES</b>								
LRCI Funding		Y					0	0
		N						0
<b>TRANSPORT</b>								
Roads To Recovery Grant - Cap	Roads to Recovery	Y	263,900	0	0	263,900	0	263,900
RRG Grants - Capital Projects	Regional Road Group	Y	984,400	0	0	984,400	0	984,400
Direct Grant - Maintenance	Dept. of Transport	Y	160,000	0	160,000	0	160,046	(46)
<b>TOTALS</b>			<b>2,877,500</b>	<b>0</b>	<b>221,600</b>	<b>2,655,900</b>	<b>345,717</b>	<b>2,531,783</b>



**SHIRE OF WICKEPIN**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 August 2023**

**Note 12: TRUST FUND**

Funds held at balance date over which the Shire has no control and which are not included in this statement are as follows:

Description	Opening Balance 1 Jul 23	Amount Received	Amount Paid	Closing Balance 31-Aug-23
	\$	\$	\$	\$
Housing Bonds	0	1,140	-1,140	0
Master Key Deposits	240	2,004	-1,260	984
Nomination Deposits	0	0	0	0
Building and BCITF	1,128	737	-1,138	727
Cat/Dog Trap Hire	0	0	0	0
WDSC Replacement Greens	167,548	2,500	0	170,048
Kidsport	0	0	0	0
Wickepin Community Harvest Fund	76,903	0	0	76,903
Albert Facey Homestead	0	0	0	0
Miscellaneous Trust	2,329	120	-120	2,329
Yealering Bowling Club Greens	81,896	0	0	81,896
Licensing		40,627	-40,627	0
	<b>330,045</b>	<b>47,127</b>	<b>-44,285</b>	<b>332,887</b>

Level of Completion Indicators

- 0% ○
- 20% ○
- 40% ○
- 60% ○
- 80% ○
- 100% ●

**SHIRE OF WICKEPIN**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 August 2023**

**Note 13: CAPITAL ACQUISITIONS**

31/08/2023						
Infrastructure Assets		Annual Budget	Amended YTD Budget	YTD Actual	Variance (Under)/Over	Strategic Reference / Comment
<b>Land &amp; Buildings</b>						
<b>Governance</b>						
○ Administration Office Upgrade	LAB2	10,000	0	0	0	
○ Administration Office - Upgrade Carport	XAB3	20,000	0	0	0	
		<b>30,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>Education &amp; Welfare</b>						
○ Wickepin Playgroup - Renew Gazebo	XPG1	6,000	0	0	0	
		<b>6,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>Housing</b>						
○ Capital Expenses To 7 Rintel Street	CSH1	5,000	0	0	0	
○ 7 Rintel Street - Renew Flooring	XSH1	7,000	0	0	0	
○ 14 Smith St - Upgrade Fencing	XSH12	15,000	0	0	0	
		<b>27,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>Other Housing</b>						
○ Aged Units - Johnston St - Wsaha	CLCH3	300,000	30,600	454	30,147	
		<b>300,000</b>	<b>30,600</b>	<b>454</b>	<b>30,147</b>	
<b>Community Amenities</b>						
○ Wickepin Tip - New Building	XWT1	30,000	0	0	0	
		<b>30,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>Recreation and Culture</b>						
○ Swimming Pool - Renew Pump Shed Roof	XSP7	17,000	0	0	0	
○ Lake Yealering Foreshore Ablutions	LYFA2	258,500	43,082	3,898	254,602	
		<b>275,500</b>	<b>43,082</b>	<b>3,898</b>	<b>254,602</b>	
<b>Transport</b>						
○ Public Works Dept ( Old He Shed She Shed)	LPWC	10,000	0	0	0	
		<b>10,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>Economic Services</b>						
○ Harrismith Caravan Park - Renew Facilities	XCP3	14,000	0	0	0	
		<b>14,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	
		<b>692,500</b>	<b>73,682</b>	<b>4,351</b>	<b>284,749</b>	
<b>Footpaths</b>						
<b>Transport</b>						
○ Footpaths	LFP1	0	0	0	0	
		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	
		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>Furniture &amp; Equipment</b>						
<b>Governance</b>						
○ Council Chambers - Upgrade Technology	XAB4	20,000	0	0	0	
○ Administration Office - Upgrade Technology	XAB5	50,000	0	0	0	
○ Various Locations - New Cctv System	XCTV	40,000	0	0	0	
		<b>110,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	
		<b>110,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>Plant , Equip. &amp; Vehicles</b>						
<b>Governance</b>						
○ Ceo Vehicle 4X4 Wagon (1) Renew	XCEO1	60,000	0	0	0	
○ Ceo Vehicle 4X4 Wagon (2) - Renew	XCEO2	60,000	0	0	0	
		<b>120,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>Recreation And Culture</b>						
○ Swimming Pool - Renew Pool Pumps	XSP5	30,000	0	0	0	
		<b>30,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>Transport</b>						
○ Loader - Renew	XPM1	226,000	0	0	226,000	
○ Mower - Renew	XPM2	26,000	0	0	26,000	
○ Pws Vehicle 4X4 Wagon Dual Cab - Renew	XPWS	70,000	0	0	70,000	
		<b>322,000</b>	<b>0</b>	<b>0</b>	<b>322,000</b>	
		<b>472,000</b>	<b>0</b>	<b>0</b>	<b>322,000</b>	
<b>Infrastructure Other</b>						
<b>Recreation and Culture</b>						
○ Swimming Pool - Renew Pool Covers	XSP4	10,000	0	0	0	
○ Wickepin Skate Park	5088	412,500	137,000	107,329	305,171	
○ Wickepin Oval - Renew Cricket Pitch Covers	XWCP	16,000	0	0	16,000	
○ Capital Wickepin War Memorial	CWWM1	5,000	0	0	5,000	
		<b>443,500</b>	<b>137,000</b>	<b>107,329</b>	<b>326,171</b>	
		<b>443,500</b>	<b>137,000</b>	<b>107,329</b>	<b>0</b>	
<b>Roads</b>						
<b>Transport Regional Road Group</b>						
○ Wickepin Pingelly Road	RG001	451,000	10,000	10,898	440,102	
○ Wickepin-Corrigin Rd	RG003	278,800	1,000	100	278,700	
○ Cuballing East Road	WSF24	561,300	16,000	21,163	540,137	
		<b>1,291,100</b>	<b>27,000</b>	<b>32,161</b>	<b>1,258,939</b>	
<b>Transport Roads to Recovery</b>						
○ Yarling Brook Road	R2R018	264,000	4,000	3,196	804	
		<b>264,000</b>	<b>4,000</b>	<b>3,196</b>	<b>804</b>	
		<b>1,555,100</b>	<b>31,000</b>	<b>35,357</b>	<b>1,259,743.30</b>	
		<b>3,273,100</b>	<b>241,682</b>	<b>147,037</b>	<b>1,866,492</b>	