



A Fortunate Place

Shire of Wickepin

Agenda

# Ordinary Meeting of Council

Council Chambers, Wickepin

# 19 May 2021



### Notice of an Ordinary Meeting of Council

Please note that the next ordinary meeting of Council of the Shire of Wickepin will be held on 19 May 2021 at Council Chambers, Wickepin, commencing at 3.30pm.

Certification: I have perused this agenda and am aware of all recommendations made to Council and support each as presented.

Mark Hook  
Chief Executive Officer

14 May 2021

#### Time Table

|         |                          |
|---------|--------------------------|
| 12.00pm | Lunch                    |
| 1.00pm  | Forum                    |
| 3.00pm  | Afternoon Tea            |
| 3.30pm  | Ordinary Council Meeting |

#### **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.



**SHIRE OF WICKEPIN  
QUESTIONS FROM THE PUBLIC**

The Shire of Wickepin welcomes community participation during public question time. The following is a summary of procedure and a guide to completion of the required form.

- a. The person asking the question is to give their name and address prior to asking the question.
- b. Questions are to be directed through the chair, with the Presiding Member having the discretion of accepting or rejecting a question and the right to nominate a Councillor or Officer to answer.
- c. In order to provide an opportunity for the greatest portion of the gallery to take advantage of question time, questions are to be as succinct as possible. Any preamble to questions should therefore be minimal and no debating of the issue between the Gallery, Councillors or Officers is permissible.
- d. Where the Presiding Member rules that a member of the public is making a statement during public question time, then no answer is required to be given or recorded in response.
- e. Questions which are considered inappropriate; offensive or otherwise not in good faith; duplicates or variations of earlier questions; relating to the personal affairs or actions of Council members or employees; will be refused by the Presiding Member as 'out of order' and will not be recorded in the minutes.
- f. Where a member of the public submitting a question is not physically present at the meeting, those questions will be treated as an item of correspondence and will be answered in the normal course of business (and not be recorded in the minutes).
- g. Questions from members of the public that do not comply with the Rules of Question Time or do not abide by a ruling from the Presiding Member, or where the member of the public behaves in a manner in which they are disrespectful of the Presiding Member or Council, or refuse to abide by any reasonable direction from the Presiding Member, will be ruled 'out of order' and the question will not be recorded in the minutes.
- h. Answers to questions provided in good faith, however, unless reasonable prior written notice of the question is given, answers should not be relied upon as being totally comprehensive.
- i. Where a question (compliant to these rules) is raised and is unable to be answered at the meeting, the question shall be 'taken on notice' with an answer being given at the next appropriate Council Meeting.
- j. Public Question Time is set for a maximum period of 15 minutes, and will terminate earlier should no questions be forthcoming.
- k. To enable all members of the public a fair and equitable opportunity to participate in Public Question Time, each person shall be provided a maximum two minutes time limit in the first instance, in which to ask a maximum of two questions (whether these are submitted 'in writing' or 'from the floor'). A question may include a request for the tabling of documents where these are relevant to an issue before Council.
- l. Questions to be asked at the meeting will be registered, and the priority for asking questions shall be firstly 'questions on which written notice has been given prior to the meeting' (that is, prior to 12 noon on the day immediately preceding the meeting) and secondly, 'questions from the floor'.
- m. Should there be time remaining on the initial period for Public Question Time (i.e. 15 minutes) after all members of the public have posed their initial allotment of two questions, the Presiding Member will then allow members of the public to sequentially (in accordance with the register) ask a further two questions (with a two minute time limit) until the initial period for Public Question Time has expired.
- n. Any extension to the initial period for Public Question Time is to be limited to a period that will allow sufficient time for any remaining members of the public to ask their initial allotment of two questions.

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**Agenda of an Ordinary Meeting of Council held in Council Chambers, Wickepin  
Wednesday 19 May 2021 commencing @ 3.30pm**

The President declared the meeting open at        pm.

## **1. Attendance, Apologies and Leave of Absence (Previously Approved)**

|                  |                |
|------------------|----------------|
| President        | Julie Russell  |
| Deputy President | Wes Astbury    |
| Councillor       | Nathan Astbury |
| Councillor       | Sarah Hyde     |
| Councillor       | John Mearns    |
| Councillor       | Allan Lansdell |
| Councillor       | Fran Allan     |

|                                |                |
|--------------------------------|----------------|
| Chief Executive Officer        | Mark Hook      |
| Deputy Chief Executive Officer | Erika Clement  |
| Executive Support Officer      | Melissa Martin |

### **Leave of Absence (Previously Approved)**

### **Apologies**

## **2. Public Question Time**

## **3. Applications for Leave of Absence/Apologies**

## **4. Petitions, Memorials and Deputations**

## **5. Declarations of Councillor's and Officer's Interest**

## **6. Confirmation of Minutes**

Ordinary meeting of council – Wednesday 21 April 2021.

### **Moved / Seconded**

That the minutes of the Ordinary meeting of council held on Wednesday 21 April 2021 be confirmed as a true and correct record.

### **Carried /**

## **7. Receival of Minutes**

## RECEIVAL OF MINUTES

### 7.1 Local Emergency Management Committee (LEMC)

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|                                    |  |
|------------------------------------|--|
| <b>Submission To:</b>              | <b>Ordinary Council</b>                          |
| <b>Location/Address:</b>           | <b>Whole Shire</b>                               |
| <b>Name of Applicant:</b>          | <b>Melissa Martin, Executive Support Officer</b> |
| <b>File Reference:</b>             | <b>ES.MEE.905</b>                                |
| <b>Author:</b>                     | <b>Melissa Martin, Executive Support Officer</b> |
| <b>Disclosure of any Interest:</b> | <b>Nil</b>                                       |
| <b>Date of Report:</b>             | <b>5 May 2021</b>                                |

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#### **Enclosure/Attachments:**

Minutes of the Local Emergency Management Committee meeting held on Monday 19 April 2021.

#### **Background:**

The Local Emergency Management Committee meeting was held on Monday 19 April 2021.

#### **Summary:**

Council is being requested to receive the Local Emergency Management Committee meeting minutes held on Monday 19 April 2021.

#### **Comments:**

Section 5.22 of the *Local Government Act 1995* provides that minutes of all meetings to be kept and submitted to the next ordinary meeting of the council or the committee, as the case requires, for confirmation.

#### **Statutory Environment:**

Section 5.22 of the *Local Government Act 1995* provides that minutes of all meetings are to be kept and submitted to the next ordinary meeting of the council or the committee, as the case requires, for confirmation.

**Policy Implications:** Nil

**Financial Implications:** Nil

**Strategic Implications:** Nil

#### **Recommendations:**

That the minutes for the Local Emergency Management Committee meeting held on Monday 19 April 2021 be received.

**Voting Requirements:** Simple majority

# Minutes

Shires of Cuballing and Wickepin  
LEMC MEETING  
19 April 2021  
COUNCIL CHAMBERS - CUBALLING





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Minutes of the LEMC Meeting held in Council Chambers,  
Cuballing Monday 19 April 2021

The Chairperson, Cr Julie Russell, Shire President, Shire of Wickepin, declared the meeting open at 3:08pm.

1. Attendance, Apologies and Leave of Absence (Previously Approved)

|                   |  |                    |
|-------------------|--|--------------------|
| Julie Russell     | President                              | Shire of Wickepin  |
| Gary Sherry       | CEO                                    | Shire of Cuballing |
| Mark Hook         | CEO                                    | Shire of Wickepin  |
| Ronan Blaney      | Community Paramedic–Southern Wheatbelt | St John Ambulance  |
| Alby Van Den Berg | Narrogin Police                        | WA Police          |
| Phil Huggins      | OIC Wickepin Police                    | WA Police          |

Apologies

|                |                                 |   |
|----------------|---------------------------------|---|
| Mark Conley    | President                       | Shire of Cuballing  |
| Cathy Morey    | Customer Service Manager        | Main Roads WA   |
| Bronwyn Dew    | DCEO                            | Shire of Cuballing  |
| Leanne Shields | Rates                           | Shire of Cuballing  |
| Bruce Brennan  | Manager Works & Services        | Shire of Cuballing  |
| Anthony Mort   | Chief Bush Fire Control Officer | Shire of Cuballing  |
| John Bouwman   | OIC Narrogin                    | WA Police   |
| Alison Lacey   | Manager Narrogin & Lake Grace   | Department of Primary Industries and Regional Development |

2. Confirmation of Minutes – Joint LEMC Meeting – 26 October 2020

Moved Mark Hook /Seconded Gary Sherry

That the minutes of the Joint LEMC Meeting held on 26<sup>th</sup> October be confirmed as a true and correct record.  
Carried

3. Status Report (Business arising from previous minutes)

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                            | Status    |
|------------------|------------------------------------|-----------|
| Desktop Exercise | Phil Huggins – OIC Wickepin Police | Completed |

Phil Huggins reported on his findings regarding the LEMC conducting a desktop exercise. Phil has received information from Adam Smith from DFES. The DEMC recommend holding one desk top and one practical exercise each year. If there has been a large, multi-agency event during the year, this would satisfy the criteria of holding a practical exercise.

A desktop exercise is seen as an administrative activity to be conducted by the local governments in a LEMC. A practical exercise is the responsibility of the relevant HAZMAT agency for the hazard being tested.

Phil has obtained desktop exercise resources from DFES and will share these with Mark Hook and Gary Sherry.

The LEMC will hold a desktop exercise in Wickepin on Monday 21<sup>st</sup> June 2021.

| <i>Subject/Action</i>   | <i>Officer</i>   |
|---|--|
| Share desktop exercise resources  | Phil Huggins – OIC Wickepin Police   |
| Prepare, organise and arrange attendance for desktop exercise in Wickepin on Monday 21 <sup>st</sup> June 2021. | Mark Hook, CEO – Shire of Wickepin<br>Gary Sherry CEO – Shire of Cuballing |

#### 4. Receipt of Reports & Consideration of Recommendations

##### Nil at this time

#### 5. Reports & Information

##### 5.1 Reports from Members

##### WA Police - Wickepin

Phil Huggins asked about the policy of the LEMC to hold meetings. The DEMC recommend holding 4 meetings per year while this LEMC holds only two. The approved LEM Arrangements include the LEMC holding two meetings each year.

| <i>Subject/Action</i>  | <i>Officer</i>   |
|--|--|
| Investigate the approval for the LEMC to hold two meetings each year and report to the next meeting of the LEMC. | Mark Hook, CEO – Shire of Wickepin<br>Gary Sherry CEO – Shire of Cuballing |

##### 5.2 Other matters raised by members.

##### WA Police - Narrogin

Two officers from Narrogin Police are about to be trained in land search.

##### COVID

A general discussion was held on the current status of COVID threat to our communities.

#### 6. Closure

There being no further business the Chairperson declared the meeting closed at 3:47

pm. The next Joint LEMC Meeting will be held on 21<sup>st</sup> June 2021 at Wickepin.

##### Actions Requested from meeting

| <i>Subject/Action</i>  | <i>Officer</i>   |
|--|--|
| Share desktop exercise resources   | Phil Huggins – OIC Wickepin Police   |
| Prepare, organise and arrange attendance for desktop exercise in Wickepin on Monday 21 <sup>st</sup> June 2021.  | Mark Hook, CEO – Shire of Wickepin<br>Gary Sherry CEO – Shire of Cuballing |
| Investigate the approval for the LEMC to hold two meetings each year and report to the next meeting of the LEMC. | Mark Hook, CEO – Shire of Wickepin<br>Gary Sherry CEO – Shire of Cuballing |

## RECEIVAL OF MINUTES

### 7.2 Albert Facey Homestead Committee

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|                                    |  |
|------------------------------------|--|
| <b>Submission To:</b>              | <b>Ordinary Council</b>                      |
| <b>Location/Address:</b>           | <b>Whole Shire</b>                           |
| <b>Name of Applicant:</b>          | <b>Mel Martin, Executive Support Officer</b> |
| <b>File Reference:</b>             | <b>CR.MEE.208</b>                            |
| <b>Author:</b>                     | <b>Mel Martin, Executive Support Officer</b> |
| <b>Disclosure of any Interest:</b> | <b>Nil</b>                                   |
| <b>Date of Report:</b>             | <b>5 May 2021</b>                            |

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#### **Enclosure/Attachments:**

Minutes of the Albert Facey Homestead Committee meeting held on Monday 3 May 2021.

#### **Background:**

The Albert Facey Homestead Committee meeting was held on Monday 3 May 2021.

#### **Summary:**

Council is being requested to receive the Albert Facey Homestead Committee meeting minutes held on Monday 3 May 2021.

#### **Comments:**

Section 5.22 of the *Local Government Act 1995* provides that minutes of all meetings to be kept and submitted to the next ordinary meeting of the council or the committee, as the case requires, for confirmation.

#### **Statutory Environment:**

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**Policy Implications:** Nil

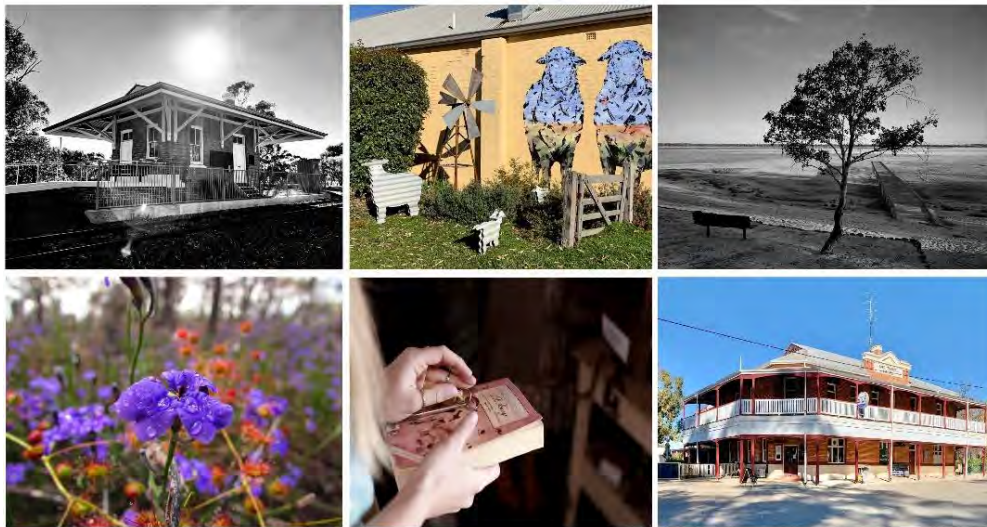
**Financial Implications:** Nil

**Strategic Implications:** Nil

#### **Recommendations:**

That the minutes for the Albert Facey Homestead Committee meeting held on Monday 3 May 2021 be received.

**Voting Requirements:** Simple majority



A Fortunate Place

Shire of Wickepin

# Minutes

## Albert Facey Homestead Committee

Council Chambers, Wickepin

# 3 MAY 2021



## Notice of an Albert Facey Homestead Committee Meeting

Please note that the next Albert Facey Homestead Committee Meeting of the Shire of Wickepin will be held on Monday 3 May 2021 at Council Chambers, Wickepin, commencing at 2.00pm.

Certification: I have perused this agenda and am aware of all recommendations made to council and support each as presented.

Mark Hook  
Chief Executive Officer

26 April 2021

### Disclaimer

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## **SHIRE OF WICKEPIN QUESTIONS FROM THE PUBLIC**

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**Minutes of an Albert Facey Homestead Committee Meeting held in Council Chambers, Wickepin  
Monday 3 May 2021**

The Chairperson declared the meeting open at 2pm.

**1. Attendance, Apologies and Leave of Absence (Previously Approved)**

|                   |                           |
|-------------------|---------------------------|
| Dave Astbury      | Chairperson               |
| Cr Allan Lansdell | Member                    |
| Libby Heffernan   | Member                    |
| Linley Rose       | Member                    |
| Charlotte Astbury | Member                    |
| Karen Rushton     | Member                    |
| Mark Hook         | Chief Executive Officer   |
| Mel Martin        | Executive Support Officer |

**Apologies**

**Leave of Absence (Previously Approved)**

**2. Public Question Time**

**3. Applications for Leave of Absence/Apologies**

**4. Petitions, Memorials and Deputation**

**5. Declarations of Councillor's and Officer's Interest**

**6. Confirmation of Minutes**

Albert Facey Homestead Committee – 08 February 2021.

**Moved L Rose / Seconded L Heffernan**

That the minutes of the Albert Facey Homestead Committee held on 8 February 2021 be confirmed as a true and correct record.

**Carried 6/0**

## 7. 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               |
|------------------------------|---------|------------------------------|--------|-----------------------|
| Resignation – Margaret Fleay | CEO     | Resignation letter received. | ✓      | Resignation accepted. |

### Moved L Heffernan / Seconded K Rushton

That a letter of thanks be sent to Margaret Fleay thanking her for her time and dedication to the Albert Facey Homestead Committee

Carried 6/0

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

○ = in progress    ✓ = completed    ✕ =superseded

## 8. Financials

### 8.1 Albert Facey Homestead Municipal Funds

#### Albert Facey February 2021 - April 21

| Date       | Description                                       | Income           |
|------------|---|------------------|
| 08/02/2021 | ALBERT FACEY TAKINGS DATE 08/02/2021 O1:OT1       | \$ 58.18         |
| 24/02/2021 | ALBERT FACEY TAKINGS DATE 24 February 2021 O1:OT1 | \$ 50.00         |
| 07/04/2021 | ALBERT FACEY TAKINGS DATE - 07/04/2021 O1:OT1     | \$ 173.64        |
|            |   | <b>\$ 281.82</b> |

| Date       | Description  | Expenditure      |
|------------|--|------------------|
| 22/01/2021 | ASHLEY CARON PENELOPE IOW PAY                            | \$ 23.88         |
| 22/01/2021 | ASHLEY CARON PENELOPE LABOH PAY                          | \$ 16.72         |
| 03/02/2021 | ASHLEY CARON PENELOPE IOW PAY                            | \$ 59.72         |
| 03/02/2021 | ASHLEY CARON PENELOPE LABOH PAY                          | \$ 41.80         |
| 11/02/2021 | ELIZABETH HEFFERNAN CLEANING                             | \$ 50.00         |
| 03/03/2021 | JASON SIGNMAKERS , FIG TREE SIGN AND STAND               | \$ 331.24        |
| 04/03/2021 | TOLL IPEC FREIGHT - JASON SIGNMAKERS                     | \$ 23.28         |
| 11/03/2021 | ASHLEY CARON PENELOPE IOW PAY                            | \$ 47.77         |
| 11/03/2021 | ASHLEY CARON PENELOPE LABOH PAY                          | \$ 33.44         |
| 22/03/2021 | ELIZABETH HEFFERNAN CLEANING FACEY HOMESTEAD MARCH, 2021 | \$ 50.00         |
| 26/03/2021 | ASHLEY CARON PENELOPE IOW PAY                            | \$ 71.65         |
| 26/03/2021 | ASHLEY CARON PENELOPE LABOH PAY                          | \$ 50.16         |
|            |  | <b>\$ 799.66</b> |

### A Fortunate Life Film

#### Expenditure

|            |  |                    |   |
|------------|--|--------------------|---|
| 14/01/2021 | CT127 THEATRE 180 INC                            | \$ 2,300.00        | ALBERT FACEY - A<br>FORTUNATE LIFE TOUR |
| 25/03/2021 | CP93 LEE PARKER                                  | \$ 480.00          | CATERING A FORTUNATE<br>LIFE SUNDOWNER  |
| 31/03/2021 | CS161 HE SHED SHE SHED (WICKEPIN COMMUNITY SHED) | \$ 54.55           | HIRE 6 CUBES                            |
| 22/03/2021 | CM30 LARA MARCHEI                                | \$ 164.00          | REFRESHMENTS<br>PHOTOGRAPHY ALBERT      |
| 9/04/2021  | CP76 RJ PORTER                                   | \$ 100.00          | FACEY FILM                              |
| 9/04/2021  | CE38 EWEN RURAL SUPPLIES                         | \$ 186.78          | WATER, SMARTIES                         |
| 8/04/2021  | CH27 ELIZABETH HEFFERNAN                         | \$ 93.64           | REFRESHMENTS                            |
|            |  | <b>\$ 3,378.97</b> |   |

#### Income

|            |  |           |   |
|------------|--|-----------|---|
| 11/02/2021 | ADULT HACCK  | \$ 54.55  | 2 |
| 11/02/2021 | ADULT FLEMING  | \$ 54.55  | 2 |
| 11/02/2021 | ADULT RODGERS  | \$ 163.64 | 6 |
| 11/02/2021 | ADULT HODGSON  | \$ 54.55  | 2 |
| 12/02/2021 | ADULT H.GREEN  | \$ 81.82  | 3 |
| 15/02/2021 | ADULT DES PAULEY                                       | \$ 109.09 | 4 |
| 15/02/2021 | ADULT 2 GEOFF SIMS                                     | \$ 54.55  | 2 |
| 15/02/2021 | AGE PENSIONER GEOFF SIMS                               | \$ 45.45  | 2 |
| 16/02/2021 | AGE PENSIONER TICKETS X 3 Lynne-Mayee Yorke            | \$ 68.18  | 3 |
| 17/02/2021 | ADULT McDougall  | \$ 136.36 | 5 |
| 17/02/2021 | AGE PENSIONER LANSDELL                                 | \$ 45.45  | 2 |
| 18/02/2021 | ADULT HEFFERNAN  | \$ 54.55  | 2 |
| 18/02/2021 | AGE PENSIONER TICKETS LANG                             | \$ 45.45  | 2 |
| 18/02/2021 | AGE PENSIONER TICKET LAWLER                            | \$ 22.73  | 1 |
| 18/02/2021 | ADULT G.LANG   | \$ 54.55  | 2 |
| 18/02/2021 | ADULT  | \$ 54.55  | 2 |
| 18/02/2021 | CHILD  | \$ 18.18  | 2 |
| 18/02/2021 | ADULT  | \$ 54.55  | 2 |
| 19/02/2021 | ADULT FLEMING  | \$ 54.55  | 2 |
| 19/02/2021 | ADULT BAXTER   | \$ 109.09 | 4 |
| 19/02/2021 | AGE PENSIONER MCLAUGHLIN                               | \$ 22.73  | 1 |
| 19/02/2021 | ADULT TICKETS ASTBURY                                  | \$ 81.82  | 3 |
| 19/02/2021 | AGE PENSIONER ASTBURY                                  | \$ 45.45  | 2 |
| 19/02/2021 | TICKETS 22 AND 23 WERE UPGRADED TO ADULT 2 @ \$5.00 ea | \$ 9.09   |   |
| 24/02/2021 | ADULT John Mearns                                      | \$ 54.55  | 2 |
| 25/02/2021 | PHYLLIS FACEY  | \$ 136.36 | 5 |
| 25/02/2021 | ADULT SHIRLEY ELSON                                    | \$ 81.82  | 3 |
| 26/02/2021 | ADULT Dave Astbury                                     | \$ 27.27  | 1 |
| 26/02/2021 | CHILD Dave Astbury                                     | \$ 18.18  | 2 |
| 26/02/2021 | ADULT CLAIRE BAYLEY                                    | \$ 54.55  | 2 |
| 26/02/2021 | ADULT LOZENICINS                                       | \$ 54.55  | 2 |
| 2/03/2021  | ADULT Facey  | \$ 136.36 | 5 |
| 3/03/2021  | ADULT Tilbrook   | \$ 81.82  | 3 |
| 3/03/2021  | ADULT  | \$ 54.55  | 2 |

|            |  |           |                 |     |
|------------|--|-----------|-----------------|-----|
| 4/03/2021  | ADULT DAYMAN   | \$        | 27.27           | 1   |
| 4/03/2021  | AGE PENSIONER B.THOMPSON   | \$        | 45.45           | 2   |
| 5/03/2021  | AGE PENSIONER  | \$        | 45.45           | 2   |
| 5/03/2021  | ADULT  | \$        | 27.27           | 1   |
| 5/03/2021  | CHILD  | \$        | 18.18           | 2   |
| 5/03/2021  | AGE PENSIONER  | \$        | 45.45           | 2   |
| 9/03/2021  | ADULT  | \$        | 27.27           | 1   |
| 9/03/2021  | ADULT SHIRE  | \$        | 81.82           | 3   |
| 9/03/2021  | CHILD  | \$        | 18.18           | 2   |
| 9/03/2021  | ADULT  | \$        | 27.27           | 1   |
| 9/03/2021  | Albert Facey Ticket - Changed (Pensioner to Adult Ticket No. 26) | \$        | 4.55            |     |
| 10/03/2021 | ADULT KATHRYNE BASSETT   | \$        | 163.64          | 6   |
| 10/03/2021 | ADULT Lang   | \$        | 27.27           | 1   |
| 11/03/2021 | AGE PENSIONER TICKET M.MCCOLL                                    | \$        | 22.73           | 1   |
| 11/03/2021 | ADULT C.MOORE  | \$        | 54.55           | 2   |
| 15/03/2021 | ADULT KAREN HANSEN   | \$        | 81.82           | 3   |
| 15/03/2021 | ADULT HAZEL GREEN  | \$        | 54.55           | 2   |
| 15/03/2021 | ADULT M.MCLEAN   | \$        | 54.55           | 2   |
| 15/03/2021 | ADULT JADE GRAY  | \$        | 27.27           | 1   |
| 15/03/2021 | ADULTTICKET A.MILLER   | \$        | 27.27           | 1   |
| 15/03/2021 | ADULT LEE PARKER   | \$        | 54.55           | 2   |
| 15/03/2021 | ADULT  | \$        | 54.55           | 2   |
| 16/03/2021 | ADULT Hazel Green  | \$        | 54.55           | 2   |
| 16/03/2021 | ADULT R.Clement  | \$        | 27.27           | 1   |
| 16/03/2021 | AGE PENSIONER BOB PORTER   | \$        | 45.45           | 2   |
| 17/03/2021 | AGE PENSIONER BARBARA HARRIS                                     | \$        | 68.18           | 3   |
| 17/03/2021 | CHILD MEL MARTIN   | \$        | 27.27           | 3   |
| 18/03/2021 | ADULT K.Martin   | \$        | 27.27           | 1   |
| 18/03/2021 | ADULT N.Webb   | \$        | 109.09          | 4   |
| 18/03/2021 | ADULT AUDREY BIRD  | \$        | 54.55           | 2   |
| 18/03/2021 | ADULT CARA BORTHWICK   | \$        | 54.55           | 2   |
| 18/03/2021 | ADULT J.Lansdell   | \$        | 27.27           | 1   |
| 18/03/2021 | ADULT  | \$        | 27.27           | 1   |
| 18/03/2021 | CHILD  | \$        | 18.18           | 2   |
| 19/03/2021 | ADULT  | \$        | 27.27           | 1   |
|            |  | <u>\$</u> | <u>3,754.57</u> | 150 |

**Moved L Heffernan / Seconded A Lansdell**

That the financial statement tabled for the period ending 30 April 2021 as presented be received.

**Carried 6/0**

## 9. Receipt of Reports & Consideration of Recommendations

### 10. Reports & Information

#### 10.1 Other matters raised by members

##### Libby Heffernan

Libby thanked Linley, Lara and the Shire of Wickepin for all their hard work in relation to the AB Facey – A Fortunate Life Production.

Libby thanked Dave and all the volunteers who have been assisting her at the Homestead on weekends.

Libby asked if the Committee should open the Albert Facey Homestead on Saturday 8 May 2021 for the duration of the Mother's Day Stalls. Committee was in agreeance and Charlotte Astbury volunteered to open the Homestead.

Libby stated that the South West corner of the roof on the Homestead is lifting. CEO advised it will be noted in the 21/22 building maintenance budget.

Libby asked the Committee if they would be willing to donate a pair of curtains that are currently owned by the Albert Facey Homestead to the Wickepin History Group. All members agreed and the curtains were donated.

Libby suggested that the Albert Facey Homestead Committee hold a working bee to go through the back shed/wash house and do a general clean up and attend to any required maintenance. It was agreed that Libby will contact the Committee directly to arrange an appropriate day and time.

#### **Moved L Heffernan / Seconded A Lansdell**

That the weekend opening hours of the Albert Facey Homestead be changed to 10.00am – 2.00pm unless by prior arrangement.

**Carried 6/0**

##### Allan Lansdell

Allan commended Theatre 180 and agreed that the AB Facey – A Fortunate Life Production was a huge success.

Allan suggested that a mural in relation to Albert Facey be painted on the Town Hall wall. The CEO advised he will pass the project onto the newly appointed CDO.

#### **Moved K Rushton / Seconded A Lansdell**

1. That a sign be placed at Harrismith directing people to the Albert Facey Homestead.
2. That a supply of the Albert Facey promotional pamphlets be placed at the Harrismith Caravan Park.

**Carried 6/0**

Linley Rose

Linley thanked Libby and the Shire of Wickepin for all their hard work in relation to the AB Facey – A Fortunate Life Production.

Linley stated that on Sunday following the AB Facey – A Fortunate Life Production the Facey Family held a luncheon and presented the Wickepin Newsagency, The Shire of Wickepin, Libby and herself with a plaque of the Albert Facey Homestead. CEO will forward the plaque onto CR Julie Russell and place it on display at the Shire Administration Office.

**Moved L Rose / Seconded K Rushton**

That a thank you letter be sent to Theatre 180 on behalf of the Albert Facey Homestead Committee and the Shire of Wickepin.

**Carried 6/0**

Charlotte Astbury

Charlotte raised some issues that were discussed at the recent CRC Committee Meeting in relation to tourism and what's involved in receiving the tick of approval. Charlotte outlined the large amount of work that is involved in obtaining the tick of approval and also the work involved to maintain it and doesn't believe that the CRC should pursue.

**2.45pm Dave Astbury left the meeting.**

**2.46pm Dave Astbury re-entered the meeting.**

Dave Astbury

Dave thanked the Shire of Wickepin, Linley, Libby and Lara for their work in relation to the AB Facey – A Fortunate Life Production.

**11. Urgent Business****12. Closure**

The next Albert Facey Homestead Committee Meeting will be held on 2 August 2021.

**There being no further business the Chairperson declared the meeting closed at 2.52pm.**

**Actions Requested from meeting**

| <b><i>Subject/Action</i></b> | <b><i>Officer</i></b> |
|------------------------------|-----------------------|
|                              |                       |
|                              |                       |
|                              |                       |

## RECEIVAL OF MINUTES

### 7.3 Lifestyle Retirement Committee

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|                                    |  |
|------------------------------------|--|
| <b>Submission To:</b>              | <b>Ordinary Council</b>                          |
| <b>Location/Address:</b>           | <b>Whole Shire</b>                               |
| <b>Name of Applicant:</b>          | <b>Melissa Martin, Executive Support Officer</b> |
| <b>File Reference:</b>             | <b>CR.MEE.203</b>                                |
| <b>Author:</b>                     | <b>Melissa Martin, Executive Support Officer</b> |
| <b>Disclosure of any Interest:</b> | <b>Nil</b>                                       |
| <b>Date of Report:</b>             | <b>5 May 2021</b>                                |

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#### **Enclosure/Attachments:**

Minutes of the Lifestyle Retirement Committee meeting held on Wednesday 5 May 2021.

#### **Background:**

The Lifestyle Retirement Committee meeting was held on Wednesday 5 May 2021.

#### **Summary:**

Council is being requested to receive the Lifestyle Retirement Committee meeting minutes held on Wednesday 5 May 2021.

#### **Comments**

Section 5.22 of the *Local Government Act 1995* provides that minutes of all meetings to be kept and submitted to the next ordinary meeting of the council or the committee, as the case requires, for confirmation.

#### **Statutory Environment:**

Section 5.22 of the *Local Government Act 1995* provides that minutes of all meetings are to be kept and submitted to the next ordinary meeting of the council or the committee, as the case requires, for confirmation.

**Policy Implications:** Nil

**Financial Implications:** Nil

**Strategic Implications:** Nil

#### **Recommendations:**

That the minutes for the Lifestyle Retirement Committee meeting held on Wednesday 5 May 2021 be received.

**Voting Requirements:** Simple majority





A Fortunate Place

Shire of Wickepin

# Minutes

## Lifestyle Retirement Committee

Council Chambers, Wickepin

# 5 MAY 2021



## Notice of a Lifestyle Retirement Committee Meeting

Please note that the next Lifestyle Retirement Committee Meeting of the Shire of Wickepin will be held on Wednesday 5 May 2021 at Council Chambers, Wickepin, commencing at 9.30am.

Certification: I have perused this agenda and am aware of all recommendations made to council and support each as presented.

Mark Hook  
Chief Executive Officer

30 April 2021

### 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

Lifestyle Retirement Committee

### 2. Members

Syd Martin  
Cr Fran Allan  
Cr Allan Lansdell  
Murray Lang  
Coleen Thompson  
Colin Hemley  
Audrey Bird  
Kevin Coxon  
Leanne Smith  
Steve Rose  
Rex Bergin

### 3. Objectives

This Committee deals with issues relating to lifestyle retirement in the Shire of Wickepin and makes recommendations to the Ordinary Council meeting.

The Lifestyle Retirement 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 Aged Persons Housing.
5. To represent the Councils position in regards Aged Housing to regulatory bodies and interest groups/committees.
6. To assist the Wickepin Council in developing an Aged Housing 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 Lifestyle Retirement 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 Lifestyle Retirement Committee Meeting after the Local Government elections by the committee members.

### 7. Meeting Frequency

The Lifestyle Retirement Committee meets four times a year on the second Wednesday of that month at 9:30am.

Meeting dates for 2021 are as follows:

| Day       | Date             | Time   |
|-----------|------------------|--------|
| Wednesday | February 3, 2021 | 9.30am |
| Wednesday | May 5, 2021      | 9.30am |
| Wednesday | August 4, 2021   | 9.30am |
| Wednesday | October 6, 2021  | 9.30am |

**8. Related Policies/Bylaws:** Nil.



## **SHIRE OF WICKEPIN QUESTIONS FROM THE PUBLIC**

The Shire of Wickepin welcomes community participation during public question time. The following is a summary of procedure and a guide to completion of the required form.

- a. The person asking the question is to give their name and address prior to asking the question.
- b. Questions are to be directed through the chair, with the Presiding Member having the discretion of accepting or rejecting a question and the right to nominate a Councillor or Officer to answer.
- c. In order to provide an opportunity for the greatest portion of the gallery to take advantage of question time, questions are to be as succinct as possible. Any preamble to questions should therefore be minimal and no debating of the issue between the Gallery, Councillors or Officers is permissible.
- d. Where the Presiding Member rules that a member of the public is making a statement during public question time, then no answer is required to be given or recorded in response.
- e. Questions which are considered inappropriate; offensive or otherwise not in good faith; duplicates or variations of earlier questions; relating to the personal affairs or actions of Council members or employees; will be refused by the Presiding Member as 'out of order' and will not be recorded in the minutes.
- f. Where a member of the public submitting a question is not physically present at the meeting, those questions will be treated as an item of correspondence and will be answered in the normal course of business (and not be recorded in the minutes).
- g. Questions from members of the public that do not comply with the Rules of Question Time or do not abide by a ruling from the Presiding Member, or where the member of the public behaves in a manner in which they are disrespectful of the Presiding Member or Council, or refuse to abide by any reasonable direction from the Presiding Member, will be ruled 'out of order' and the question will not be recorded in the minutes.
- h. Answers to questions provided in good faith, however, unless reasonable prior written notice of the question is given, answers should not be relied upon as being totally comprehensive.
- i. Where a question (compliant to these rules) is raised and is unable to be answered at the meeting, the question shall be 'taken on notice' with an answer being given at the next appropriate Council Meeting.
- j. Public Question Time is set for a maximum period of 15 minutes, and will terminate earlier should no questions be forthcoming.
- k. To enable all members of the public a fair and equitable opportunity to participate in Public Question Time, each person shall be provided a maximum two minutes time limit in the first instance, in which to ask a maximum of two questions (whether these are submitted 'in writing' or 'from the floor'). A question may include a request for the tabling of documents where these are relevant to an issue before Council.
- l. Questions to be asked at the meeting will be registered, and the priority for asking questions shall be firstly 'questions on which written notice has been given prior to the meeting' (that is, prior to 12 noon on the day immediately preceding the meeting) and secondly, 'questions from the floor'.
- m. Should there be time remaining on the initial period for Public Question Time (i.e. 15 minutes) after all members of the public have posed their initial allotment of two questions, the Presiding Member will then allow members of the public to sequentially (in accordance with the register) ask a further two questions (with a two minute time limit) until the initial period for Public Question Time has expired.
- n. Any extension to the initial period for Public Question Time is to be limited to a period that will allow sufficient time for any remaining members of the public to ask their initial allotment of two questions.

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**Minutes of Lifestyle Retirement Committee Meeting held in Council Chambers, Wickepin  
Wednesday 5 May 2021 at 9.30am**

The Chairperson declared the meeting open at    am.

**1. Attendance, Apologies and Leave of Absence (Previously Approved)**

|                   |                           |
|-------------------|---------------------------|
| Syd Martin        | Chairperson               |
| Cr Allan Lansdell | Member                    |
| Murray Lang       | Member                    |
| Steve Rose        | Member                    |
| Colin Hemley      | Member                    |
| <br>              |                           |
| Mark Hook         | Chief Executive Officer   |
| Mel Martin        | Executive Support Officer |

**Apologies**

|                 |        |
|-----------------|--------|
| Cr Fran Allan   | Member |
| Leanne Smith    | Member |
| Coleen Thompson | Member |
| Kevin Coxon     | Member |
| Rex Bergin      | Member |

**Leave of Absence (Previously Approved)**

**2. Public Question Time**

**3. Applications for Leave of Absence/Apologies**

**4. Petitions, Memorials and Deputations**

**5. Declarations of Member's and Officer's Interest**



## 6. Confirmation of Minutes

Lifestyle Retirement Committee Meeting – 3 February 2021.

**Moved S Rose / Seconded C Hemley**

That the minutes of the Lifestyle Retirement Committee meeting held on 3 February 2021 be confirmed as a true and correct record.

**Carried 5/0**

## 7. 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  | Date       | Officer | Progress  | Status | Comment   |
|---|------------|---------|---|--------|-----------|
| The Minutes from the Lifestyle Retirement Committee meeting dated the 3 October 2021 be amended.                            | 03/02/2021 | CEO     | Minutes amended   | ✓      | Completed |
| CEO to check the vegetation on the property boundary in Johnston Street where the Independent Living Units are being built. | 03/02/2021 | CEO     | CEO inspected the property boundary and all potentially hazardous vegetation was removed. | ✓      | Completed |

○ = in progress    ✓ = completed    ✕ = superseded

## 8. Receipt of Reports & Consideration of Recommendations

### 9. Reports & Information

#### 9.1 Other matters raised by members

##### Mark Hook, CEO

The CEO was requested by the Chairman to provide a copy of the Independent Living Units Management Policy documents adopted by Council at its November 2020 meeting.

##### Murray Lang

Asked when the retaining wall on the Western Boundary will be built. CEO advised it will be built once the construction of the units commence.

##### Steve Rose

Requested the pile of timber to be removed from the construction site. CEO advised it will be done mid May by the Shire of Wickepin outside staff.

## **10. Urgent Business**

## **11. Closure**

The next Lifestyle Retirement Committee meeting will be held Wednesday 4 August 2021 at 9.30am.

There being no further business the Chairperson declared the meeting closed at 9.58am.

## 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.)

| Item            | Subject  | Officer | Council Resolution   | Status     | Action  |
|-----------------|--|---------|--|------------|---|
| 1104-190820-11  | Albert Facey Homestead Committee Recommendations       | CEO     | An inventory of all public artefacts and donations within the Shire is to be completed.<br>A display cabinet be purchased to house the hand pieces.  | ○<br><br>○ | Still to be undertaken.<br><br>CDO to look at style and cost of cabinet.                          |
| 1113 –160920-08 | Roads 2030 Review                                      | CEO     | That the CEO submit the Toolibin North Road to the Wheat Belt South Regional Road Group for inclusion in the Narrogin Harrismith Route in the Roads 2030 Regional Strategies for significant Local Government Roads.   | ✓          | Included in the DRAFT Regional Strategies for Significant Local Government Roads Wheatbelt South. |
| 1127–161220 -03 | Change of Vesting Reserve 15782 Railway Dam            | CEO     | That council request the CEO to undertake a full assessment of the Railway Dam and prepare a comprehensive Recreation Plan including possible future development and costs for the development of Reserve 15782, Williams Location 15727 Railway Dam, Wickepin.        | ○          | CEO to present Recreation Plan.   |
| 1136-170321 -06 | Wickepin/Harrismith Road Culvert                       | CEO     | That Council undertake a hydrological assessment to be undertaken by an independent consultant to recommend what culverts and works are required for a 1 in 10 year flood, 1 in 50 year flood and 1 in 100 year flood event on the Wickepin Harrismith Rd at SLK 5.92. | ✓          | Appointed to undertake Assessment.  |
| 1147-210421-04  | Wheatbelt Secondary Freight Network – Formalisation of | CEO     | That Council in accordance with  | ✓          | Completed.  |

|                |   |      |   |   |                         |
|----------------|---|------|---|---|-------------------------|
|                | Commitment to Priority 1 – 5 Year Delivery Plan       |      | <p>previously endorsed WSFN Governance Plan:</p> <ol style="list-style-type: none"> <li>1. Receives the WSFN Priority 1 – 5-Year Delivery Plan Program.</li> <li>2. Formalise their commitment to delivering Council's identified projects in the WSFN Priority 1 – 5-Year Delivery Plan.</li> <li>3. Commit to considering Council's identified projects in their future Capital Works Budgets as outlined in the WSFN Priority 1 – 5-Year Delivery Plan as part of annual budget development and adoption processes.</li> </ol> |   |                         |
| 1148-210421-08 | Cr Steven Martin Disqualification                     | CEO  | That the Shire of Wickepin request the Electoral Commissioner under 4.17 (2) Local Government Act 1995 to have the seat of Cr Martin remain vacant until the October 2021 elections.  | ✓ | Letter sent 29/04/2021. |
| 1149-210421-09 | Permission to Keep Bee Hive – R & M Dougall, Wickepin | CEO  | <ol style="list-style-type: none"> <li>1. That council gives approval to Ricky &amp; Maree Dougall to keep one bee hive at the rear of their property, Lot 6, 33 Henry Street, Wickepin WA 6370.</li> <li>2. That the approval be subject to all regulatory approvals being in place prior to the installation of any bee hives.</li> </ol>   | ✓ | Letter sent 29/04/2021. |
| 1150-210421-10 | Council Investment Policy 3.1.9                       | DCEO | That Council adopt the amended policy 3.1.9 Council Investments, as per resolution 210421-10.   | ✓ | Policy updated.         |

|                |                             |     |  |   |            |
|----------------|-----------------------------|-----|--|---|------------|
| 1151-210421-11 | Facey Group MOU 2021 – 2024 | CEO | That council formally enters into a three year agreement with the Facey Group commencing 1 July 2021 in accordance with the terms adopted in resolution 210421-11. | ✓ | Completed. |
|----------------|-----------------------------|-----|--|---|------------|

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

○ = in progress    ✓ = completed    ✕ =superseded

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

## 10. Receipt of Reports & Consideration of Recommendations

TECHNICAL SERVICES**10.1.01 Manager Works and Services' Report**


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|                                    |   |
|------------------------------------|---|
| <b>Submission To:</b>              | <b>Ordinary Council</b>                             |
| <b>Location/Address:</b>           | <b>Whole Shire</b>                                  |
| <b>Name of Applicant:</b>          | <b>Manager Works &amp; Services, Gary Rasmussen</b> |
| <b>File Reference:</b>             | <b>CM.REP.1</b>                                     |
| <b>Author:</b>                     | <b>Manager Works &amp; Services, Gary Rasmussen</b> |
| <b>Disclosure of any Interest:</b> | <b>Nil</b>  |
| <b>Date of Report:</b>             | <b>8 May 2021</b>                                   |

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**Enclosure/Attachments:** Nil

**Summary:**

Monthly report submitted from the Manager of Works & Services, Mr Gary Rasmussen.

**Background:** Nil

**Comments:****Programmed Construction Works**

- Bin road –The kerb and concrete floodway are complete. The asphalt will be laid at the end of May. Once the asphalt is complete the white lines, signage and rock amour around the culvert will be done.
- Water harvesting at caravan park drain – The area has been pegged out for the excavation which will start in approx. 2 weeks.
- Yarling Brook Bridge- Bypass completed.
- Toolibin North Road – All gravel has been carted. Will need to re-compact the road as we used rock gravel over the salt flats. I have hired a pad foot roller, this will be completed next week - the 60mm of rain has resulted in some delays.
- Tincurin North Road – Completed.
- 84 Gate Road – Work will commence at the end of May.
- Wickepin / Yealering foot path kerb:
  - Wickepin completed.
  - Work at Yealering will begin next week.

**Maintenance Works**

- Maintenance Grader – Colin Plumb is in the Northern part of the Shire.
- Pothole patching – On going.
- Signage maintenance – on going.

**Occupational Health and Safety**

- Lost time injury – Nil.

**Parks and Gardens**

- General mowing and whipper snipping - on going.
- General maintenance at Yealering and Harrismith - on going.

**Plant and Equipment**

- General servicing.

**Other Information**

- Conplant - Combination roller will be delivered in June 2021.
- Fuzo trucks – Twin cab truck has been delivered.
- Fuzo trucks – Tipper truck due to be delivered in June 2021.
- Culvert on Wickepin Harrismith Road 4290157 SLK . 5.92 - Still waiting for a design from the consultant. Costings will be put forward to Council to consider once I receive it.
- I have been working at the Shire of Cuballing assisting on the grader due to their grader operator leaving them at short notice. We are doing this work as private works.
- Depot shed – Rob is currently constructing the shed.

**Statutory Environment:** Local Government Act 1995.

**Policy Implications:** Not applicable

**Financial Implications:** Not applicable

**Strategic Implications:** Nil

**Recommendations:**

That council notes the report from the Manager of Works and Services dated 8 May 2021.

**Voting Requirements:** Simple majority

GOVERNANCE, AUDIT AND COMMUNITY SERVICES**10.2.01 List of Accounts**

|                                    |   |
|------------------------------------|---|
| <b>Submission To:</b>              | <b>Ordinary Council</b>                               |
| <b>Location / Address:</b>         | <b>Whole Shire</b>                                    |
| <b>Name of Applicant:</b>          | <b>Erika Clement – Deputy Chief Executive Officer</b> |
| <b>File Reference:</b>             | <b>FM.FR.1212</b>                                     |
| <b>Author:</b>                     | <b>Erika Clement – Deputy Chief Executive Officer</b> |
| <b>Disclosure of any Interest:</b> | <b>Nil</b>  |
| <b>Date of Report:</b>             | <b>7 May 2021</b>                                     |

**Enclosure/Attachments:** Nil

**Summary:**

List of accounts remitted during the period from 1 April 2021 to 30 April 2021.

| <b>Municipal Account</b> | <b>Vouchers</b>            | <b>Amounts</b>       |
|--------------------------|----------------------------|----------------------|
| EFT                      | 11295-11358, 11390 -11418  | \$ 464,084.10        |
| Cancelled Batch          | 11362 - 11389              |                      |
| Bpay                     | 63010421-63240421          | \$ 3,148.22          |
| Cheques                  | 15739 -15742, 5750 - 15751 | \$ 21,382.15         |
| Payroll                  | April                      | \$ 76,520.00         |
| Superannuation           | April                      | \$ 12,254.06         |
| Credit Card              | April                      | \$ 96.50             |
| Direct Deductions        | April                      | \$ 1,354.19          |
| Licensing                | April                      | \$ 29,784.10         |
|                          | <b>April Total</b>         | <b>\$ 608,623.32</b> |
| <b>Trust</b>             |                            |                      |
| EFT                      | 11360-11361, 11359         | \$ 1,058.95          |
| Cheques                  |                            | 0.00                 |
|                          | <b>April Total</b>         | <b>\$ 1,058.95</b>   |
|                          |                            |                      |
|                          | <b>Total for April</b>     | <b>\$ 609,682.27</b> |

Financial Management Regulation 13 (4) also requires that a listing of all other outstanding accounts be presented to Council at the meeting. This information will be provided on the day of the meeting for inclusion in the recommendation.

**Certificate of Chief Executive Officer:**

The schedule of accounts, covering vouchers as listed above, 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.

**Comments:**

Detailed answers to queries can be obtained for presentation at council meeting.



**Statutory Environment:**

Local Government (Financial Management) Regulations 1996 – Regulations 13 (2), (3) & (4).

**Policy Implications:** Policy 3.1.7 - Cheque Issue.

**Strategic Implications:** Nil

**Recommendations:**

That council acknowledges that payments totalling \$609,682.27 for April 2021 have been made in accordance with the list included in these minutes, and scrutiny of the list has found that the payments are satisfactory.

**Voting Requirements:** Simple majority

**List of Accounts Due & Submitted to Council****30-April-2021**

| <u>Chq/EFT</u> | <u>Date</u> | <u>Name</u>                                   | <u>Description</u>                                 | <u>Trust</u>       | <u>Muni</u>   |
|----------------|-------------|---|--|--------------------|---------------|
| EFT11360       | 20/04/2021  | SHIRE OF WICKEPIN                             | BSL MARCH 2021 COMMISSION                          | \$ 15.00           |               |
| EFT11361       | 27/04/2021  | ZENOBIA MUTTON                                | BOND REFUND - COMMUNITY CENTRE 24/04/2021          | \$ 600.00          |               |
| EFT11359       | 20/04/2021  | DEPT OF MINES, INDUSTRY REGULATION AND SAFETY | BSL LEVY MARCH 2021                                | \$ 443.95          |               |
|                |             |   | <b>TOTAL TRUST</b>                                 | <b>\$ 1,058.95</b> |               |
| EFT11295       | 01/04/2021  | ALLAN'S BOBCAT & TRUCK HIRE                   | ERECT FENCING AND LIMESTONE WALL                   |                    | \$ 27,583.00  |
| EFT11296       | 01/04/2021  | AMPAC DEBT RECOVERY (WA) PTY LTD              | DEBT RECOVERY COSTS MARCH, 2021                    |                    | \$ 1,399.06   |
| EFT11297       | 01/04/2021  | PETER DENTON                                  | NATIVE SHRUBS                                      |                    | \$ 250.70     |
| EFT11298       | 01/04/2021  | DAIMLER TRUCKS                                | PURCHASE NEW TRUCK AND TRADE-IN - WK1955           |                    | \$ 51,196.27  |
| EFT11299       | 01/04/2021  | EDWARDS HOLDEN                                | PURCHASE NEW VEHICLE, TRADE-IN P468                |                    | \$ 22,000.00  |
| EFT11300       | 01/04/2021  | ELDERS WICKEPIN                               | ROUNDUP  |                    | \$ 1,905.20   |
| EFT11301       | 01/04/2021  | FACEY GROUP INC                               | 2020/2021 SPONSORSHIP 2ND INSTALMENT               |                    | \$ 5,500.00   |
| EFT11302       | 01/04/2021  | GEOFF PERKINS FARM MACHINERY                  | FITTING, HOSE                                      |                    | \$ 22.99      |
| EFT11303       | 01/04/2021  | HANCOCKS HOME HARDWARE                        | CLOTHESLINE UNIT 1                                 |                    | \$ 414.25     |
| EFT11304       | 01/04/2021  | ELIZABETH HEFFERNAN                           | CLEANING FACEY HOMESTEAD MARCH, 2021               |                    | \$ 50.00      |
| EFT11305       | 01/04/2021  | JASON SIGNMAKERS                              | BRACKETS, POSTS, SIGNS, POST CAPS                  |                    | \$ 1,795.33   |
| EFT11306       | 01/04/2021  | NARROGIN TYRE SERVICE                         | TYRE AND FITTING                                   |                    | \$ 1,595.00   |
| EFT11307       | 01/04/2021  | LARA MARCHEI                                  | REFRESHMENTS                                       |                    | \$ 164.00     |
| EFT11308       | 01/04/2021  | WAGIN MIDALIA STEEL                           | TEK SCREWS   |                    | \$ 423.90     |
| EFT11309       | 01/04/2021  | MJB INDUSTRIES                                | CONCRETE PIPES, RUBBER RINGS, FREIGHT              |                    | \$ 16,721.10  |
| EFT11310       | 01/04/2021  | MODULAR WA                                    | PROGRESS CLAIM #4 - 50 SMITH STREET                |                    | \$ 112,000.00 |
| EFT11311       | 01/04/2021  | NARROGIN HIRE SERVICE AND RETICULATION        | HIRE - COMPACTOR                                   |                    | \$ 141.00     |
| EFT11312       | 01/04/2021  | STAR TRACK EXPRESS                            | FREIGHT - WA HINO                                  |                    | \$ 51.03      |
| EFT11313       | 01/04/2021  | NARROGIN & DISTRICTS PLUMBING SERVICE         | SUPPLY AND INSTALLATION DRINK FOUNTAIN             |                    | \$ 5,164.50   |
| EFT11314       | 01/04/2021  | PERFECT COMPUTER SOLUTIONS                    | DAILY MONITORING, MANAGEMENT                       |                    | \$ 85.00      |
| EFT11315       | 01/04/2021  | LEE PARKER                                    | CATERING - A FORTUNATE LIFE" SUNDOWNER"            |                    | \$ 480.00     |
| EFT11316       | 01/04/2021  | REPCO   | JACK STANDS, HOSE REEL, FILTERS KIT                |                    | \$ 814.15     |
| EFT11317       | 01/04/2021  | HE SHED SHE SHED (WICKEPIN COMMUNITY SHED)    | HIRE 6 CUBES                                       |                    | \$ 60.00      |
| EFT11318       | 01/04/2021  | SEEK LIMITED                                  | CDO ADVERT   |                    | \$ 313.50     |
| EFT11319       | 01/04/2021  | TOLL IPEC                                     | FREIGHT - JASON SIGNMAKERS, PATHWEST               |                    | \$ 153.13     |
| EFT11320       | 01/04/2021  | TOOLIBIN TENNIS CLUB                          | COMMUNITY GRANT 2020/2021                          |                    | \$ 2,500.00   |
| EFT11321       | 01/04/2021  | TWINKARRI P / L                               | TREE PRUNING & MULCHING                            |                    | \$ 59,180.00  |
| EFT11322       | 01/04/2021  | WESTRAC EQUIPMENT                             | SENSOR, SEAL-O-RING                                |                    | \$ 73.50      |
| EFT11323       | 01/04/2021  | WALGA   | LOCAL GOVERNMENT EMERGENCY MANAGEMENT - 29/03/2021 |                    | \$ 1,266.00   |
| EFT11324       | 01/04/2021  | ZAPPEION APARTMENTS                           | COUNCILLOR TRAINING JOHN MEARNES                   |                    | \$ 350.00     |
| EFT11325       | 06/04/2021  | DARREN WILSON                                 | BUS BOND REFUND                                    |                    | \$ 100.00     |
| EFT11326       | 16/04/2021  | AUSTRALIA POST                                | ACCOUNT MARCH 2021                                 |                    | \$ 72.86      |

|          |            |  |  |              |
|----------|------------|--|--|--------------|
| EFT11327 | 16/04/2021 | AMPAC DEBT RECOVERY (WA) PTY LTD       | DEBT RECOVERY COSTS MARCH 2021                       | \$ 374.00    |
| EFT11328 | 16/04/2021 | AG. AIRCON & ELECTRICAL                | BUS HIRE - YEALERING PRIMARY SCHOOL SWIMMING LESSONS | \$ 495.00    |
| EFT11329 | 16/04/2021 | BURGESS RAWSON (WA) PTY LTD            | WATER USAGE ACCOUNT 4/02/2021 - 25/03/2021           | \$ 1,051.12  |
| EFT11330 | 16/04/2021 | DIAL BEFORE YOU DIG                    | QUARTERLY REFERRAL FEE JANUARY TO MARCH 2021         | \$ 110.00    |
| EFT11331 | 16/04/2021 | EWEN RURAL SUPPLIES                    | WHEELIE BINS   | \$ 8,178.11  |
| EFT11332 | 16/04/2021 | EASIFLEET                              | FACEY GROUP VEHICLE LEASE & LICENSE                  | \$ 825.40    |
| EFT11333 | 16/04/2021 | AC & EJ FULFORD & CO                   | STOCKPILING OF GRAVEL                                | \$ 23,914.00 |
| EFT11334 | 16/04/2021 | FLICK WASHROOM SERVICES                | ANNUAL FEE - COLLECTION BINS 1/04/2021 - 31/03/2022  | \$ 4,142.00  |
| EFT11335 | 16/04/2021 | GREAT SOUTHERN FUEL SUPPLIES           | FUEL ACCOUNT MARCH 2021                              | \$ 11,726.18 |
| EFT11336 | 16/04/2021 | HANCOCKS HOME HARDWARE                 | CHAIN, PADLOCK, TOILET SEATS                         | \$ 245.05    |
| EFT11337 | 16/04/2021 | ELIZABETH HEFFERNAN                    | REFRESHMENTS   | \$ 93.64     |
| EFT11338 | 16/04/2021 | NARROGIN TYRE SERVICE                  | 2 X TYRES, FITTED & BALANCED                         | \$ 385.00    |
| EFT11339 | 16/04/2021 | LIMITLESS PROMOTIONS                   | 50 X LIFETIME DOG TAGS TAG NUMBERS 75-125            | \$ 145.00    |
| EFT11340 | 16/04/2021 | MARKETFORCE PRODUCTIONS                | CDO POSITION   | \$ 2,024.88  |
| EFT11341 | 16/04/2021 | MICROWAVE SAFETY SYSTEMS               | TESTING OF MICROWAVES AT ADMIN OFFICE AND DEPOT      | \$ 166.10    |
| EFT11342 | 16/04/2021 | JOHN RAYMOND MEARNS                    | MEALS AND MILEAGE                                    | \$ 444.38    |
| EFT11343 | 16/04/2021 | NARROGIN HIRE SERVICE AND RETICULATION | RETIC PARTS  | \$ 341.45    |
| EFT11344 | 16/04/2021 | GREAT SOUTHERN WASTE DISPOSAL          | RUBBISH COLLECTION ACCOUNT MARCH 2021                | \$ 7,275.25  |
| EFT11345 | 16/04/2021 | NARROGIN AUTO ELECTRICS                | BATTERIES  | \$ 531.94    |
| EFT11346 | 16/04/2021 | NARROGIN TOYOTA                        | REPAIRS, PARTS                                       | \$ 332.98    |
| EFT11347 | 16/04/2021 | PARRYS                                 | WORK CLOTHING  | \$ 574.25    |
| EFT11348 | 16/04/2021 | IAN GORDON SHEDDEN                     | COMMISSION MARCH, 2021                               | \$ 732.95    |
| EFT11349 | 16/04/2021 | SHIRE OF NARROGIN                      | TRAPS, SURRENDER OF DOG, DOG COMPLAINT               | \$ 2,294.00  |
| EFT11350 | 16/04/2021 | TOLL IPEC                              | FREIGHT - INDUSTRIAL AUTOMATION                      | \$ 616.05    |
| EFT11351 | 16/04/2021 | THE YEALERING PANTRY                   | HAND TOWELS, DISINFECTANT                            | \$ 178.12    |
| EFT11352 | 16/04/2021 | TAARBLIN FARM PTY LTD                  | GRAVEL   | \$ 9,350.00  |
| EFT11353 | 16/04/2021 | TOWN TEAM MOVEMENT                     | TOWN TEAM MOVEMENT PROPOSAL. - RES 161220-10         | \$ 15,906.00 |
| EFT11354 | 16/04/2021 | WESTRAC EQUIPMENT                      | THERMOSTAT, GASKET                                   | \$ 79.32     |
| EFT11355 | 16/04/2021 | WICKEPIN NEWSAGENCY                    | CATERING, NEWSPAPERS, STATIONERY, COFFEES            | \$ 848.10    |
| EFT11356 | 16/04/2021 | DAVE WILSON                            | POLICE CLEARANCE, WHITE CARD, MEDICAL                | \$ 237.52    |
| EFT11357 | 16/04/2021 | YEALERING PRIMARY SCHOOL               | SWIMMING CARNIVAL DRINKS & ICY POLES                 | \$ 72.27     |
| EFT11358 | 20/04/2021 | SUZANNE KAYE BROWN                     | REFUND OF BOND                                       | \$ 600.00    |
| EFT11390 | 30/04/2021 | AIR LIQUIDE WA PTY LTD                 | GAS CYLINDER RENTAL - 1/3/21-31/3/21                 | \$ 71.02     |
| EFT11391 | 30/04/2021 | AIR RESPONSE                           | SERVICE AIR CONDITIONER UNITS                        | \$ 316.21    |
| EFT11392 | 30/04/2021 | A & M MEDICAL SVCES P/L                | ANNUAL SERVICE TO MEDICAL OXYGEN EQUIPMENT           | \$ 110.50    |
| EFT11393 | 30/04/2021 | AMPAC DEBT RECOVERY (WA) PTY LTD       | DEBT RECOVERY COSTS APRIL 2021                       | \$ 777.30    |
| EFT11394 | 30/04/2021 | BURGESS RAWSON (WA) PTY LTD            | INDUSTRIAL RENT AND MANAGEMENT FEES 1/5/21-31/7/21   | \$ 2,824.80  |
| EFT11395 | 30/04/2021 | BELVEDERE NURSERY                      | PLANTS FOR CEO RESIDENCE                             | \$ 216.00    |
| EFT11396 | 30/04/2021 | BEACON EQUIPMENT                       | MOWER BLADES JOHN DEERE RIDEON P664                  | \$ 429.00    |
| EFT11397 | 30/04/2021 | CUTTING EDGES PTY LTD                  | BOLT WEDGE 16X47 KOMATSU GRADER                      | \$ 513.24    |
| EFT11398 | 30/04/2021 | ROBERT JOHN CLEMENT                    | REIMBURSEMENT HONDA PUMP                             | \$ 840.65    |

|           |            |                                       |  |                      |
|-----------|------------|---------------------------------------|--|----------------------|
| EFT11399  | 30/04/2021 | HANCOCKS HOME HARDWARE                | CORD FLAG POLE, TOILET ROLL HOLDERS HARRISMITH | \$ 142.49            |
| EFT11400  | 30/04/2021 | AG & SM HEMLEY                        | FENCING - YARLING BROOK ROAD                   | \$ 2,182.00          |
| EFT11401  | 30/04/2021 | HARE & FORBES                         | BLADE SUIT                                     | \$ 130.00            |
| EFT11402  | 30/04/2021 | JOHN PHILLIPS CONSULTING              | CEO REVIEW                                     | \$ 1,650.00          |
| EFT11403  | 30/04/2021 | NARROGIN TYRE SERVICE                 | TYRE CHANGEOVERS SIDE TIPPER TRAILER           | \$ 198.00            |
| EFT11404  | 30/04/2021 | NARROGIN BEARING SERVICES             | CLIP ON RATCHET STRAPS                         | \$ 371.58            |
| EFT11405  | 30/04/2021 | STAR TRACK EXPRESS                    | FREIGHT ON MOWER BLADES                        | \$ 64.69             |
| EFT11406  | 30/04/2021 | NARROGIN GASWORX                      | WOOD HEATER, FLUE KIT                          | \$ 3,307.00          |
| EFT11407  | 30/04/2021 | NARROGIN FLORIST                      | 4 ANZAC DAY WREATHS                            | \$ 460.00            |
| EFT11408  | 30/04/2021 | NARROGIN & DISTRICTS PLUMBING SERVICE | FIX WATER LEAK                                 | \$ 397.10            |
| EFT11409  | 30/04/2021 | OFFICEWORKS SUPERSTORES PTY LTD       | STATIONARY & FREIGHT                           | \$ 103.59            |
| EFT11410  | 30/04/2021 | PERFECT COMPUTER SOLUTIONS            | COMPUTER SUPPORT - 30/11/2020, 10/12/2020      | \$ 680.00            |
| EFT11412  | 30/04/2021 | TOLL IPEC                             | FREIGHT - SWIMMING POOL                        | \$ 10.72             |
| EFT11413  | 30/04/2021 | T-QUIP                                | ONE LINE MARKER KOMBI CLASSIC                  | \$ 2,585.00          |
| EFT11414  | 30/04/2021 | THE YEALERING PANTRY                  | WASHING POWDER                                 | \$ 65.00             |
| EFT11415  | 30/04/2021 | TOWIE TIMBER TRAINING                 | CHAINSAW TRAINING COURSE - 5 PARTICIPANTS      | \$ 975.00            |
| EFT11416  | 30/04/2021 | WESTRAC EQUIPMENT                     | ELC COOLANT CAT 12H GRADER P813                | \$ 315.18            |
| EFT11417  | 30/04/2021 | THOMAS CHARLES WILLIAMSON             | GRAVEL CARTING                                 | \$ 34,732.50         |
| EFT11418  | 30/04/2021 | LAKE YEALERING PROGRESS ASSOCIATION   | SPONSORSHIP YEALERING REGATTA 2021             | \$ 1,500.00          |
|           |            |                                       | <b>TOTAL EFT</b>                               | <b>\$ 464,084.10</b> |
| 15739     | 01/04/2021 | WATER CORPORATION                     | WATER ACCOUNT 4/02/2021 - 25/03/2021           | \$ 10,408.21         |
| 15740     | 16/04/2021 | RJ PORTER                             | PHOTOGRAPHY ALBERT FACEY FILM                  | \$ 100.00            |
| 15741     | 16/04/2021 | SYNERGY                               | STREET LIGHTING 25/02/2021 - 24/03/2021        | \$ 1,728.46          |
| 15742     | 30/04/2021 | SOUTH REGIONAL TAFE - BUNBURY CAMPUS  | CHAINSAW TRAINING 8TH APRIL 2020               | \$ 324.00            |
| 15750     | 30/04/2021 | SYNERGY                               | POWER ACCOUNT - 15/01/2021 - 19/03/2021        | \$ 3,447.13          |
| 15751     | 30/04/2021 | WATER CORPORATION                     | WATER ACCOUNT 18/02/2021 - 15/04/2021          | \$ 5,374.35          |
|           |            |                                       | <b>TOTAL CHEQUES</b>                           | <b>\$ 21,382.15</b>  |
| DD12084.1 | 01/04/2021 | CLASSIC FUNDING GROUP PTY LTD         | KONICA MINOLTA C558 MANAGED SERVICE AGREEMENT  | \$ 884.40            |
| DD12130.1 | 16/04/2021 | WESTNET PTY LTD                       | INTERNET CHARGES 01/05/2021 - 01/06/2021       | \$ 144.90            |
| DD12132.1 | 22/04/2021 | CLASSIC FUNDING GROUP PTY LTD         | PHOTOCOPIER CHARGES                            | \$ 324.89            |
|           |            |                                       | <b>TOTAL DIRECT DEBITS</b>                     | <b>\$ 1,354.19</b>   |
| DD12088.1 | 07/04/2021 | AWARE SUPER                           | PAYROLL DEDUCTIONS                             | \$ 4,340.09          |
| DD12088.2 | 07/04/2021 | ANZ SUPER                             | SUPERANNUATION CONTRIBUTIONS                   | \$ 114.82            |
| DD12088.3 | 07/04/2021 | MLC SUPER FUND                        | SUPERANNUATION CONTRIBUTIONS                   | \$ 297.29            |
| DD12088.4 | 07/04/2021 | PRIME SUPER                           | SUPERANNUATION CONTRIBUTIONS                   | \$ 385.18            |
| DD12088.5 | 07/04/2021 | AUSTRALIAN ETHICAL SUPER              | SUPERANNUATION CONTRIBUTIONS                   | \$ 211.53            |
| DD12088.6 | 07/04/2021 | NETWEALTH INVESTMENTS                 | SUPERANNUATION CONTRIBUTIONS                   | \$ 202.83            |
| DD12088.7 | 07/04/2021 | AUSTRALIAN SUPER                      | SUPERANNUATION CONTRIBUTIONS                   | \$ 269.90            |
| DD12088.8 | 07/04/2021 | HOSTPLUS                              | SUPERANNUATION CONTRIBUTIONS                   | \$ 143.69            |
| DD12122.1 | 21/04/2021 | AWARE SUPER                           | PAYROLL DEDUCTIONS                             | \$ 4,579.93          |
| DD12122.2 | 21/04/2021 | ANZ SUPER                             | SUPERANNUATION CONTRIBUTIONS                   | \$ 149.54            |

|            |            |                          |                                      |                    |                      |
|------------|------------|--------------------------|--------------------------------------|--------------------|----------------------|
| DD12122.3  | 21/04/2021 | MLC SUPER FUND           | SUPERANNUATION CONTRIBUTIONS         |                    | \$ 296.25            |
| DD12122.4  | 21/04/2021 | PRIME SUPER              | SUPERANNUATION CONTRIBUTIONS         |                    | \$ 538.20            |
| DD12122.5  | 21/04/2021 | AUSTRALIAN ETHICAL SUPER | SUPERANNUATION CONTRIBUTIONS         |                    | \$ 207.47            |
| DD12122.6  | 21/04/2021 | NETWEALTH INVESTMENTS    | SUPERANNUATION CONTRIBUTIONS         |                    | \$ 202.83            |
| DD12122.7  | 21/04/2021 | AUSTRALIAN SUPER         | SUPERANNUATION CONTRIBUTIONS         |                    | \$ 242.66            |
| DD12122.8  | 21/04/2021 | HOSTPLUS                 | SUPERANNUATION CONTRIBUTIONS         |                    | \$ 71.85             |
|            |            |                          | <b>TOTAL SUPERANNUATION</b>          |                    | <b>\$ 12,254.06</b>  |
| DD12160.1  | 22/04/2021 | ANZ BANK                 | PLATE CHANGES AND REMAKE             |                    | \$ 96.50             |
|            |            |                          | <b>TOTAL CREDIT CARD</b>             |                    | <b>\$ 96.50</b>      |
| 63010421   | 07/04/2021 | TELSTRA BPAY             | PHONE & INTERNET ACCOUNT MARCH 2021  |                    | \$ 1,534.24          |
| 63040421   | 16/04/2021 | TELSTRA BPAY             | SATELLITE PHONE ACCOUNT MARCH 2021   |                    | \$ 45.00             |
| 63240421   | 30/04/2021 | TELSTRA BPAY             | PHONE AND INTERNET TO 13 APRIL 2021  |                    | \$ 1,568.98          |
|            |            |                          | <b>TOTAL Bpay</b>                    |                    | <b>\$ 3,148.22</b>   |
| 98010421   | 01/04/2021 | DEPT OF TRANSPORT        | TRANS LICENSING                      |                    | \$ 1,217.10          |
| 98060421   | 06/04/2021 | DEPT OF TRANSPORT        | TRANS LICENSING                      |                    | \$ 142.40            |
| 98090421   | 09/04/2021 | DEPT OF TRANSPORT        | TRANS LICENSING                      |                    | \$ 788.95            |
| 98120421   | 12/04/2021 | DEPT OF TRANSPORT        | TRANS LICENSING                      |                    | \$ 5,689.35          |
| 98130421   | 13/04/2021 | DEPT OF TRANSPORT        | TRANS LICENSING                      |                    | \$ 2,652.55          |
| 98150421   | 15/04/2021 | DEPT OF TRANSPORT        | TRANS LICENSING                      |                    | \$ 486.15            |
| 98160421   | 16/04/2021 | DEPT OF TRANSPORT        | TRANS LICENSING                      |                    | \$ 413.45            |
| 98190421   | 19/04/2021 | DEPT OF TRANSPORT        | TRANS LICENSING                      |                    | \$ 1,253.85          |
| 98200421   | 20/04/2021 | DEPT OF TRANSPORT        | TRANS LICENSING                      |                    | \$ 8,933.30          |
| 98210421   | 21/04/2021 | DEPT OF TRANSPORT        | TRANS LICENSING                      |                    | \$ 1,863.20          |
| 98220421   | 22/04/2021 | DEPT OF TRANSPORT        | TRANS LICENSING                      |                    | \$ 252.30            |
| 98230421   | 23/04/2021 | DEPT OF TRANSPORT        | TRANS LICENSING                      |                    | \$ 59.80             |
| 98270421   | 27/04/2021 | DEPT OF TRANSPORT        | TRANS LICENSING                      |                    | \$ 209.00            |
| 98280421   | 28/04/2021 | DEPT OF TRANSPORT        | TRANS LICENSING                      |                    | \$ 400.35            |
| 98290421   | 29/04/2021 | DEPT OF TRANSPORT        | TRANS LICENSING                      |                    | \$ 1,151.95          |
| 98300421   | 30/04/2021 | DEPT OF TRANSPORT        | TRANS LICENSING                      |                    | \$ 4,270.40          |
|            |            |                          | <b>TOTALS LICENSING</b>              |                    | <b>\$ 29,784.10</b>  |
| 7/04/2021  | 7/04/2021  | PAYROLL                  | PAYROLL                              |                    | \$ 37,079.00         |
| 21/04/2021 | 21/04/2021 | PAYROLL                  | PAYROLL                              |                    | \$ 39,441.00         |
|            |            |                          | <b>TOTAL PAYROLL</b>                 |                    | <b>\$ 76,520.00</b>  |
|            |            |                          |                                      |                    |                      |
|            |            |                          | <b>TOTALS</b>                        | <b>\$ 1,058.95</b> | <b>\$ 608,623.32</b> |
|            |            |                          |                                      |                    |                      |
|            |            |                          | <b>TOTAL PAYMENTS FOR APRIL 2021</b> |                    | <b>\$ 609,682.27</b> |
|            |            |                          |                                      |                    |                      |

| Credit Card Payment Summary       |                   |              |                       |          |
|-----------------------------------|-------------------|--------------|-----------------------|----------|
| 23rd March 2021 - 22nd April 2021 |                   |              |                       |          |
| DATE                              | COMPANY           | PURCHASE     | AMOUNT                |          |
| 22/04/2021                        | SHIRE OF WICKEPIN | PLATE CHANGE | \$ 28.60              |          |
|                                   |                   | PLATE CHANGE | \$ 28.60              |          |
|                                   |                   | PLATE REMAKE | \$ 39.30              |          |
|                                   |                   |              | <u>Total Payments</u> | \$ 96.50 |

GOVERNANCE, AUDIT AND COMMUNITY SERVICES**10.2.02 Financial Report**


---

|                                    |   |
|------------------------------------|---|
| <b>Submission To:</b>              | <b>Ordinary Council</b>                               |
| <b>Location / Address:</b>         | <b>Whole Shire</b>                                    |
| <b>Name of Applicant:</b>          | <b>Erika Clement – Deputy Chief Executive Officer</b> |
| <b>File Reference:</b>             | <b>FM.FR.1212</b>                                     |
| <b>Author:</b>                     | <b>Erika Clement – Deputy Chief Executive Officer</b> |
| <b>Disclosure of any Interest:</b> | <b>Nil</b>  |
| <b>Date of Report:</b>             | <b>7 May 2021</b>                                     |

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**Enclosure/Attachments:** Monthly reports.

**Background:**

In accordance with Section 6.4(2) of the Local Government Act 1995 and Regulation 35 of the Local Government (Financial Management) Regulations 1996, attached are the monthly financial reports.

- (1) Operating Statement by Function and Activity
- (2) Bank Balances and Investments
- (3) Outstanding Debtors.

**Comments:**

Council is required to prepare the Statement of Financial Activity as per Local Government (FM) Reg. 36, but can resolve to have supplementary information included as required.

**Statutory Environment:**

Section 6.4(2) of the *Local Government Act 1995*.

Local Government (Financial Management) Regulations 1996.

34. Financial reports to be prepared s. 6.4

(1) A local government is to prepare each month a statement of financial activity reporting on the sources and applications of funds, as set out in the annual budget under regulation 22(1)(d), for that month in the following detail -

- (a) Annual budget estimates, taking into account any expenditure incurred for an additional purpose under section 6.8(1) (b) or (c);
- (b) Budget estimates to the end of the month to which the statement relates;
- (c) Actual amounts of expenditure, revenue and income to the end of the month to which the statement relates;
- (d) Material variances between the comparable amounts referred to in paragraphs (b) and (c); and
- (e) The net current assets at the end of the month to which the statement relates.

(2) Each statement of financial activity is to be accompanied by documents containing -

- (a) An explanation of the composition of the net current assets of the month to which the statement relates, less committed assets and restricted assets;
- (b) An explanation of each of the material variances referred to in sub regulation (1) (d); and
- (c) Such other supporting information as is considered relevant by the local government.

(3) The information in a statement of financial activity may be shown -

- (a) According to nature and type classification;
- (b) By program; or
- (c) By business unit.

(4) A statement of financial activity, and the accompanying documents referred to in sub regulation (2), is to be -

- (a) Presented to the council -
  - (i) At the next ordinary meeting of the council following the end of the month to which the statement relates; or
  - (ii) if the statement is not prepared in time to present it to the meeting referred to in subparagraph (i), to the next ordinary meeting of the council after that meeting; and
- (b) Recorded in the minutes of the meeting at which it is presented.

Each financial year, a local government is to adopt a percentage or value, calculated in accordance with AAS 5, to be used in statements of financial activity for reporting material variances.

**Policy Implications:** Nil

**Strategic Implications:** Nil

**Recommendations:**

That the financial statements tabled for the period ending 30 April 2021 as presented be received.

**Voting Requirements:** Simple majority





## SHIRE OF WICKEPIN

### MONTHLY FINANCIAL REPORT

For the Period Ended 30 April 2021

LOCAL GOVERNMENT ACT 1995

LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996

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## Shire of Wickepin

### Compilation Report

For the Period Ended 30 April 2021

### 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 30 April 2021 of \$2,617,805.

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

### Preparation

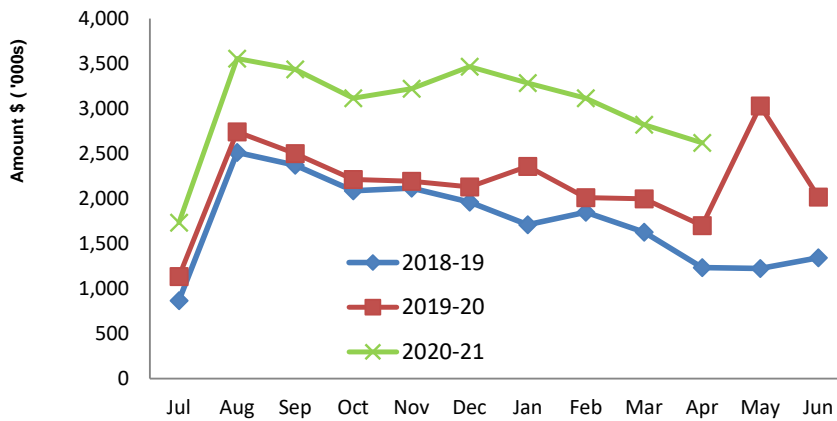
Prepared by: Erika Clement DCEO

Date prepared: 7-May-21

Reviewed by: Mark Hook CEO

**Shire of Wickepin**  
**Monthly Summary Information**  
 For the Period Ended 30 April 2021

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



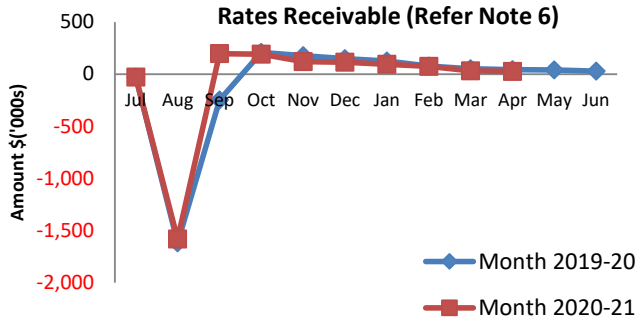
**Cash and Cash Equivalents as at period end**

|              |              |
|--------------|--------------|
| Unrestricted | \$ 2,803,986 |
| Restricted   | \$ 2,248,893 |
|              | \$ 5,052,879 |

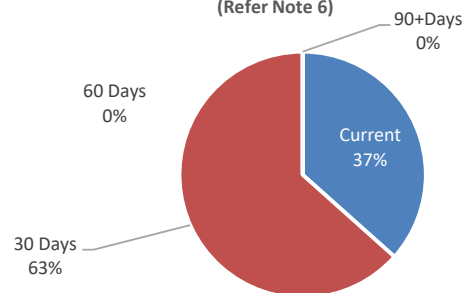
**Receivables**

|       |           |
|-------|-----------|
| Rates | \$ 26,665 |
| Other | \$ 1,623  |
|       | \$ 28,288 |

**Rates Receivable (Refer Note 6)**



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



**Comments**

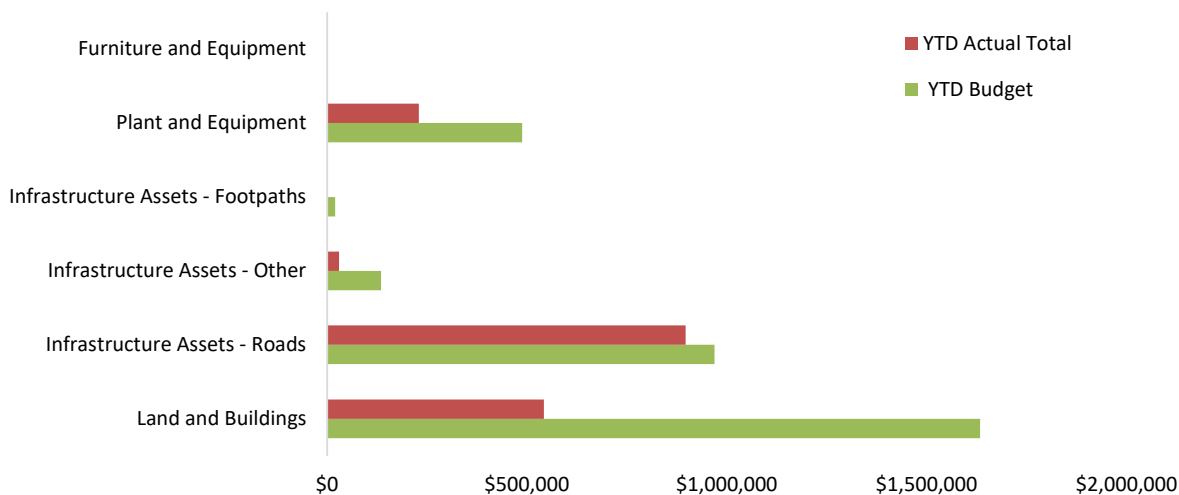
Unrestricted cash includes the following payments in advance

|                                   |                  |
|-----------------------------------|------------------|
| 20/21 FESA paid in advance        | \$12,941         |
| 20/21 Grants Commission - General | \$561,490        |
| 20/21 Grants Commission - Roads   | \$303,312        |
| <b>Amounts paid in advance</b>    | <b>\$877,743</b> |

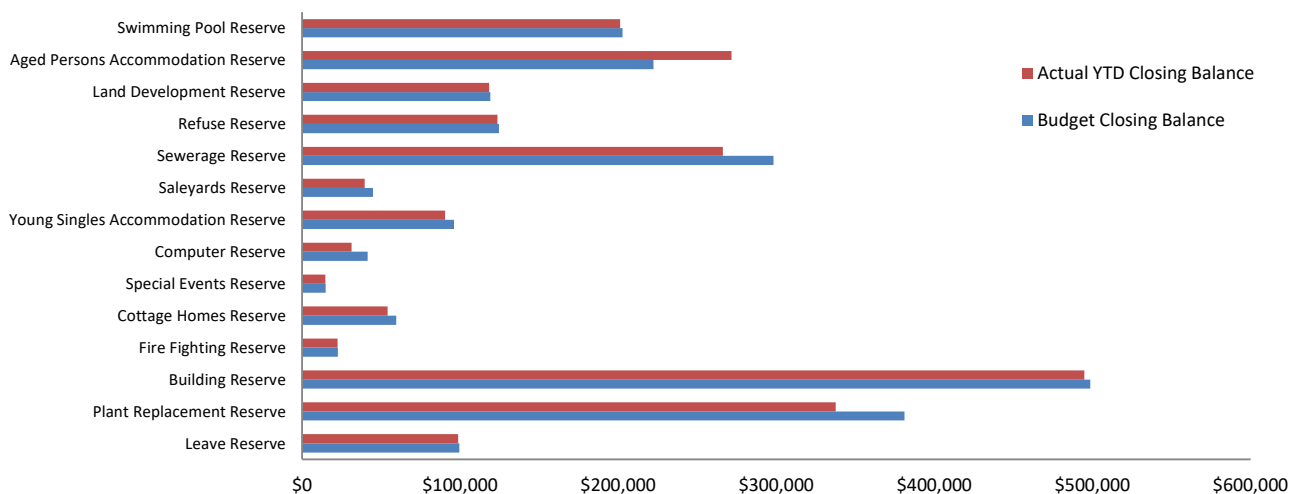
This information is to be read in conjunction with the accompanying Financial Statements and notes.

**Shire of Wickepin**  
**Monthly Summary Information**  
 For the Period Ended 30 April 2021

**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.

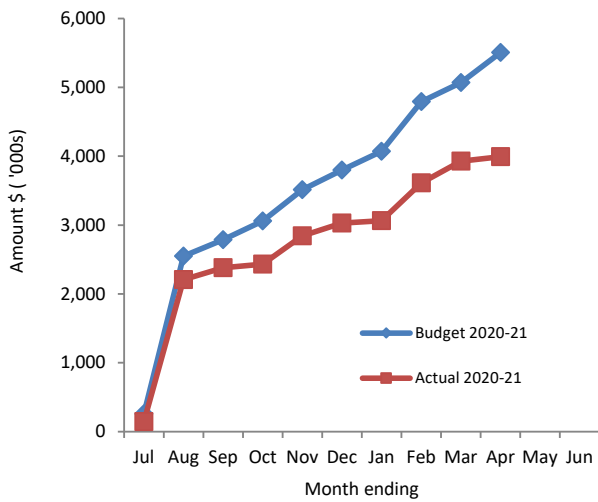
# Shire of Wickepin

## Monthly Summary Information

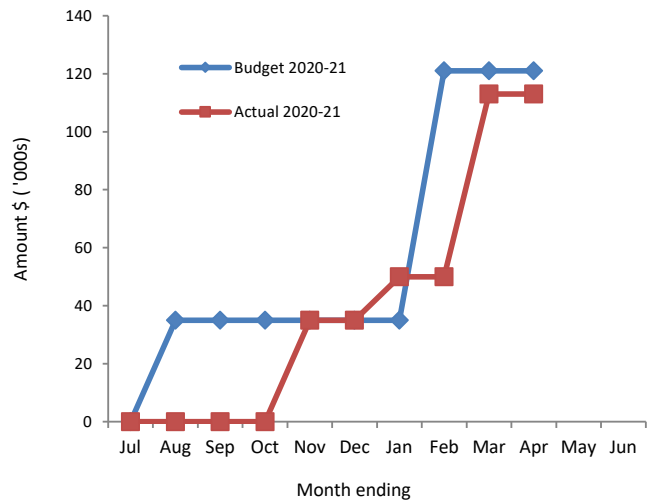
For the Period Ended 30 April 2021

### Revenues

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

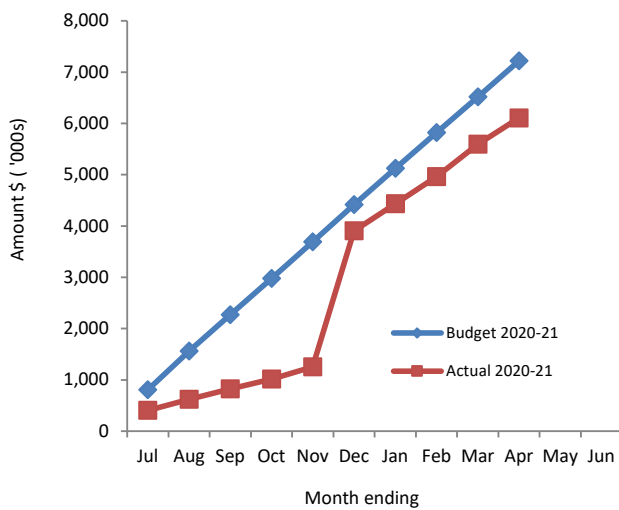


**Budget Capital Revenue -v- Actual (Refer Note 2)**

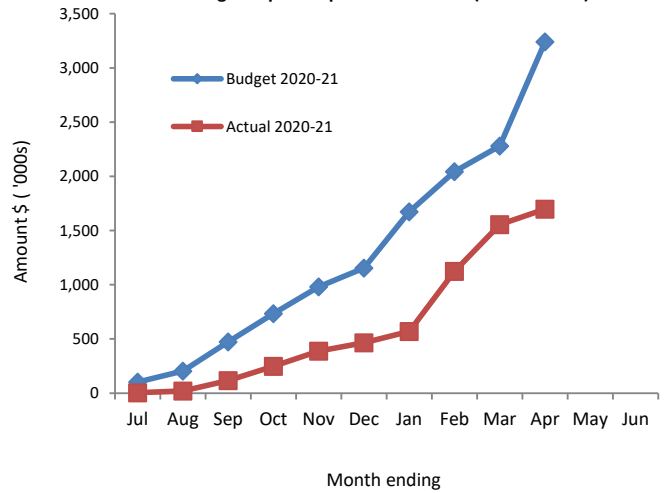


### Expenditure

**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 30 April 2021**

| Note   | Annual Budget      | YTD Budget (a)     | YTD Actual (b)     | Var. \$ (b)-(a)    | Var. % (b)-(a)/(a) | Var. |
|--|--------------------|--------------------|--------------------|--------------------|--------------------|------|
| <b>Operating Revenues</b>                    |                    |                    |                    |                    |                    |      |
|  | \$                 | \$                 | \$                 | \$                 | %                  |      |
| Governance                                   | 8,208              | 6,830              | 1,869              | (4,961)            | (72.64%)           |      |
| General Purpose Funding - Rates              | 1,370,075          | 1,370,100          | 1,363,296          | (6,804)            | (0.50%)            |      |
| General Purpose Funding - Other              | 778,745            | 583,625            | 579,441            | (4,184)            | (0.72%)            |      |
| Law, Order and Public Safety                 | 87,111             | 77,290             | 99,987             | 22,697             | 29.37%             | ▲    |
| Health                                       | 100                | 80                 | 740                | 660                | 825.00%            |      |
| Education and Welfare                        | 4,050              | 3,360              | 3,950              | 590                | 17.56%             |      |
| Housing                                      | 2,683,013          | 2,235,820          | 416,280            | (1,819,540)        | (81.38%)           | ▼    |
| Community Amenities                          | 172,970            | 167,173            | 211,673            | 44,500             | 26.62%             | ▲    |
| Recreation and Culture                       | 16,073             | 14283              | 30,765             | 16,482             | 115.40%            | ▲    |
| Transport                                    | 716,469            | 665,019            | 823,043            | 158,024            | 23.76%             | ▲    |
| Economic Services                            | 417,011            | 347,480            | 413,244            | 65,764             | 18.93%             | ▲    |
| Other Property and Services                  | 40,500             | 33,730             | 48,652             | 14,922             | 44.24%             | ▲    |
| <b>Total Operating Revenue</b>               | <b>6,294,325</b>   | <b>5,504,790</b>   | <b>3,992,939</b>   | <b>(1,511,851)</b> |                    |      |
| <b>Operating Expense</b>                     |                    |                    |                    |                    |                    |      |
| Governance                                   | (474,680)          | (409,015)          | (338,060)          | 70,955             | 17.35%             | ▼    |
| General Purpose Funding                      | (85,555)           | (71,230)           | (60,179)           | 11,051             | 15.52%             | ▼    |
| Law, Order and Public Safety                 | (219,127)          | (187,815)          | (183,558)          | 4,257              | 2.27%              |      |
| Health                                       | (28,109)           | (23,360)           | (15,305)           | 8,055              | 34.48%             |      |
| Education and Welfare                        | (25,427)           | (21,130)           | (10,330)           | 10,800             | 51.11%             | ▼    |
| Housing                                      | (1,462,220)        | (1,219,140)        | (113,948)          | 1,105,192          | 90.65%             | ▼    |
| Community Amenities                          | (371,839)          | (310,980)          | (285,743)          | 25,237             | 8.12%              |      |
| Recreation and Culture                       | (1,064,068)        | (888,001)          | (830,910)          | 57,091             | 6.43%              |      |
| Transport                                    | (4,499,909)        | (3,749,660)        | (3,925,601)        | (175,941)          | (4.69%)            |      |
| Economic Services                            | (322,008)          | (268,180)          | (204,296)          | 63,884             | 23.82%             | ▼    |
| Other Property and Services                  | (75,119)           | (71,318)           | (138,914)          | (67,596)           | (94.78%)           | ▲    |
| <b>Total Operating Expenditure</b>           | <b>(8,628,062)</b> | <b>(7,219,829)</b> | <b>(6,106,843)</b> | <b>1,112,986</b>   |                    |      |
| <b>Funding Balance Adjustments</b>           |                    |                    |                    |                    |                    |      |
| Add back Depreciation                        | 4,317,355          | 3,597,740          | 3,936,071          | 338,331            | 9.40%              |      |
| Adjust (Profit)/Loss on Asset Disposal       | 8,623              | 7,190              | (10,780)           | (17,970)           | (249.93%)          | ▼    |
| Adjust Provisions and Accruals               | 746                | 0                  | 0                  | 0                  |                    |      |
| Adjust Rounding                              | 0                  | 0                  | 0                  | 0                  |                    |      |
| <b>Net Cash from Operations</b>              | <b>1,992,987</b>   | <b>1,889,891</b>   | <b>1,811,387</b>   | <b>(78,504)</b>    |                    |      |
| <b>Capital Revenues</b>                      |                    |                    |                    |                    |                    |      |
| Proceeds from Disposal of Assets             | 207,000            | 120,750            | 112,802            | (7,948)            | (6.58%)            |      |
| <b>Total Capital Revenues</b>                | <b>207,000</b>     | <b>120,750</b>     | <b>112,802</b>     | <b>(7,948)</b>     |                    |      |
| <b>Capital Expenses</b>                      |                    |                    |                    |                    |                    |      |
| Land Held for Resale                         | 0                  | 0                  | 0                  | 0                  |                    |      |
| Land and Buildings                           | (2,227,626)        | (1,633,404)        | (542,529)          | 1,090,875          | 66.79%             | ▼    |
| Infrastructure - Roads                       | (1,161,805)        | (968,900)          | (896,962)          | 71,938             | 7.42%              |      |
| Infrastructure - Footpaths                   | (20,000)           | (16,670)           | 0                  | 16,670             | 100.00%            | ▼    |
| Infrastructure -Other                        | (235,000)          | (134,330)          | (29,368)           | 104,962            | 78.14%             | ▼    |
| Plant and Equipment                          | (533,000)          | (487,500)          | (229,608)          | 257,892            | 52.90%             | ▼    |
| Furniture and Equipment                      | 0                  | 0                  | 0                  | 0                  |                    |      |
| <b>Total Capital Expenditure</b>             | <b>(4,177,431)</b> | <b>(3,240,804)</b> | <b>(1,698,468)</b> | <b>1,542,336</b>   |                    |      |
| <b>Net Cash from Capital Activities</b>      | <b>(3,970,431)</b> | <b>(3,120,054)</b> | <b>(1,585,666)</b> | <b>1,534,388</b>   |                    |      |
| <b>Financing</b>                             |                    |                    |                    |                    |                    |      |
| Proceeds from New Debentures                 | 440,000            | 0                  | 408,000            | 408,000            |                    |      |
| Proceeds from Advances                       | 0                  | 0                  | 0                  | 0                  |                    |      |
| Self-Supporting Loan Principal               | 6,582              | 6,582              | 6,582              | (0)                | (0.00%)            |      |
| Transfer from Reserves                       | 51,321             | 0                  | 0                  | 0                  |                    |      |
| Advances to Community Groups                 | 0                  | 0                  | 0                  | 0                  |                    |      |
| Repayment of Debentures                      | (32,474)           | (16,237)           | (6,582)            | 9,655              | 59.46%             | ▼    |
| Transfer to Reserves                         | (158,000)          | 0                  | 0                  | 0                  |                    |      |
| <b>Net Cash from Financing Activities</b>    | <b>307,429</b>     | <b>(9,655)</b>     | <b>408,000</b>     | <b>417,655</b>     |                    |      |
| <b>Net Operations, Capital and Financing</b> | <b>(1,670,015)</b> | <b>(1,239,818)</b> | <b>633,721</b>     | <b>1,855,568</b>   |                    |      |
| <b>Opening Funding Surplus(Deficit)</b>      | <b>1,670,560</b>   | <b>1,984,084</b>   | <b>1,984,084</b>   | <b>0</b>           | <b>0.00%</b>       |      |
| <b>Closing Funding Surplus(Deficit)</b>      | <b>545</b>         | <b>744,266</b>     | <b>2,617,805</b>   | <b>1,855,568</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 30 April 2021**

|   | Note | Amended<br>Annual Budget | Amended YTD<br>Budget<br>(a) | YTD<br>Actual<br>(b) | Var. \$<br>(b)-(a) | Var. %<br>(b)-(a)/(a) | Var. |
|---|------|--------------------------|------------------------------|----------------------|--------------------|-----------------------|------|
| <b>Operating Revenues</b>                     |      | \$                       | \$                           | \$                   | \$                 | %                     |      |
| Rates   | 9    | 1,370,075                | 1,370,080                    | 1,363,296            | (6,784)            | (0.50%)               |      |
| Operating Grants, Subsidies and Contributions | 11   | 2,218,966                | 1,806,307                    | 783,117              | (1,023,190)        | (56.65%)              | ▼    |
| Fees and Charges                              |      | 419,641                  | 381,164                      | 454,155              | 72,991             | 19.15%                | ▲    |
| Service Charges                               |      | 0                        | 0                            | 0                    | 0                  |                       |      |
| Interest Earnings                             |      | 35,500                   | 25,410                       | 8,531                | (16,879)           | (66.43%)              | ▼    |
| Other Revenue                                 |      | 0                        | 0                            | 109                  | 109                |                       |      |
| Profit on Disposal of Assets                  | 8    | 14,503                   | 12,080                       | 15,289               |                    |                       |      |
| <b>Total Operating Revenue</b>                |      | <b>4,058,685</b>         | <b>3,595,041</b>             | <b>2,624,497</b>     | <b>(973,753)</b>   |                       |      |
| <b>Operating Expense</b>                      |      |                          |                              |                      |                    |                       |      |
| Employee Costs                                |      | (1,194,487)              | (999,210)                    | (959,253)            | 39,957             | 4.00%                 |      |
| Materials and Contracts                       |      | (2,706,507)              | (2,262,634)                  | (878,856)            | 1,383,778          | 61.16%                | ▲    |
| Utility Charges                               |      | (185,750)                | (153,190)                    | (178,778)            | (25,588)           | (16.70%)              | ▼    |
| Depreciation on Non-Current Assets            |      | (4,317,355)              | (3,597,740)                  | (3,936,071)          | (338,331)          | (9.40%)               |      |
| Interest Expenses                             |      | (8,636)                  | (7,398)                      | (852)                | 6,546              | 88.48%                | ▲    |
| Insurance Expenses                            |      | (192,201)                | (180,387)                    | (148,523)            | 31,864             | 17.66%                | ▲    |
| Loss on Disposal of Assets                    | 8    | (23,126)                 | (19,270)                     | (4,509)              |                    |                       |      |
| <b>Total Operating Expenditure</b>            |      | <b>(8,628,062)</b>       | <b>(7,219,829)</b>           | <b>(6,106,843)</b>   | <b>1,098,225</b>   |                       |      |
| <b>Funding Balance Adjustments</b>            |      |                          |                              |                      |                    |                       |      |
| Add back Depreciation                         |      | 4,317,355                | 3,597,740                    | 3,936,071            | 338,331            | 9.40%                 |      |
| Adjust (Profit)/Loss on Asset Disposal        | 8    | 8,623                    | 7,190                        | (10,780)             | (17,970)           | (249.93%)             | ▼    |
| Adjust Provisions and Accruals                |      | 746                      | 0                            | 0                    | 0                  |                       |      |
| Adjust Rounding                               |      | 0                        | 0                            | 0                    | 0                  |                       |      |
| <b>Net Cash from Operations</b>               |      | <b>(242,653)</b>         | <b>(19,858)</b>              | <b>442,945</b>       | <b>444,832</b>     |                       |      |
| <b>Capital Revenues</b>                       |      |                          |                              |                      |                    |                       |      |
| Grants, Subsidies and Contributions           | 11   | 2,235,640                | 1,909,749                    | 1,368,442            | (541,307)          | (28.34%)              | ▼    |
| Proceeds from Disposal of Assets              | 8    | 207,000                  | 120,750                      | 112,802              | (7,948)            | (6.58%)               |      |
| <b>Total Capital Revenues</b>                 |      | <b>2,442,640</b>         | <b>2,030,499</b>             | <b>1,481,244</b>     | <b>(549,255)</b>   |                       |      |
| <b>Capital Expenses</b>                       |      |                          |                              |                      |                    |                       |      |
| Land Held for Resale                          |      | 0                        | 0                            | 0                    | 0                  |                       |      |
| Land and Buildings                            | 13   | (2,227,626)              | (1,633,404)                  | (542,529)            | 1,090,875          | 66.79%                | ▲    |
| Infrastructure - Roads                        | 13   | (1,161,805)              | (968,900)                    | (896,962)            | 71,938             | 7.42%                 |      |
| Infrastructure - Footpaths                    | 13   | (20,000)                 | (16,670)                     | 0                    | 16,670             | 100.00%               | ▲    |
| Infrastructure - Drainage                     | 13   | (235,000)                | (134,330)                    | (29,368)             | 104,962            | 78.14%                | ▲    |
| Plant and Equipment                           | 13   | (533,000)                | (487,500)                    | (229,608)            | 257,892            | 52.90%                | ▲    |
| Furniture and Equipment                       | 13   | 0                        | 0                            | 0                    | 0                  |                       |      |
| <b>Total Capital Expenditure</b>              |      | <b>(4,177,431)</b>       | <b>(3,240,804)</b>           | <b>(1,698,468)</b>   | <b>1,542,336</b>   |                       |      |
| <b>Net Cash from Capital Activities</b>       |      | <b>(1,734,791)</b>       | <b>(1,210,305)</b>           | <b>(217,224)</b>     | <b>993,081</b>     |                       |      |
| <b>Financing</b>                              |      |                          |                              |                      |                    |                       |      |
| Proceeds from New Debentures                  |      | 440,000                  | 0                            | 408,000              | 408,000            |                       |      |
| Proceeds from Advances                        |      | 0                        | 0                            | 0                    | 0                  |                       |      |
| Self-Supporting Loan Principal                |      | 6,582                    | 6,582                        | 6,582                | (0)                | (0.00%)               |      |
| Transfer from Reserves                        | 7    | 51,321                   | 0                            | 0                    | 0                  |                       |      |
| Advances to Community Groups                  |      | 0                        | 0                            | 0                    | 0                  |                       |      |
| Repayment of Debentures                       | 10   | (32,474)                 | (16,237)                     | (6,582)              | 9,655              | 59.46%                | ▲    |
| Transfer to Reserves                          | 7    | (158,000)                | 0                            | 0                    | 0                  |                       |      |
| <b>Net Cash from Financing Activities</b>     |      | <b>307,429</b>           | <b>(9,655)</b>               | <b>408,000</b>       | <b>417,655</b>     |                       |      |
| <b>Net Operations, Capital and Financing</b>  |      | <b>(1,670,015)</b>       | <b>(1,239,818)</b>           | <b>633,721</b>       | <b>1,855,568</b>   |                       |      |
| <b>Opening Funding Surplus(Deficit)</b>       | 3    | <b>1,670,560</b>         | <b>1,984,084</b>             | <b>1,984,084</b>     | <b>0</b>           | <b>0.00%</b>          |      |
| <b>Closing Funding Surplus(Deficit)</b>       | 3    | <b>545</b>               | <b>744,266</b>               | <b>2,617,805</b>     | <b>1,855,568</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 30 April 2021

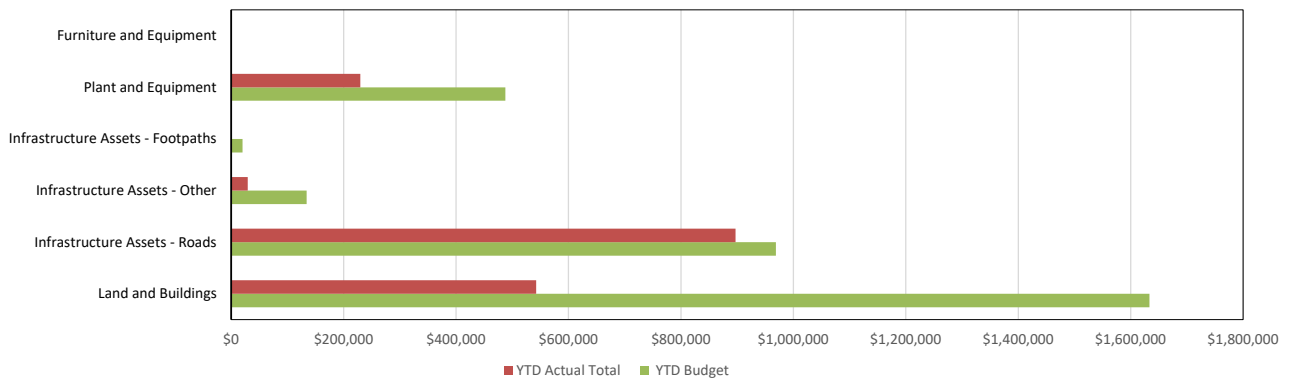
| Capital Acquisitions              | Note | YTD 30 04 2021                    |  |                                   |                   |                          | Variance<br>(d) - (c) |
|-----------------------------------|------|-----------------------------------|--|-----------------------------------|-------------------|--------------------------|-----------------------|
|                                   |      | YTD Actual New<br>/Upgrade<br>(a) | YTD Actual (Renewal<br>Expenditure)<br>(b) | YTD Actual Total<br>(c) = (a)+(b) | YTD Budget<br>(d) | Amended Annual<br>Budget |                       |
| Land and Buildings                | 13   | \$ 542,529                        | \$ 0                                       | \$ 542,529                        | \$ 1,633,404      | \$ 2,227,626             | (1,090,875)           |
| Infrastructure Assets - Roads     | 13   |                                   | 896,962                                    | 896,962                           | 968,900           | 1,161,805                | (71,938)              |
| Infrastructure Assets - Other     | 13   | 29,368                            | 0  | 29,368                            | 134,330           | 235,000                  | (104,962)             |
| Infrastructure Assets - Footpaths | 13   | 0                                 | 0  | 0                                 | 20,000            | 20,000                   | (20,000)              |
| Plant and Equipment               | 13   | 229,608                           | 0  | 229,608                           | 487,500           | 533,000                  | (257,892)             |
| Furniture and Equipment           | 13   | 0                                 | 0  | 0                                 | 0                 | 0                        | 0                     |
| <b>Capital Expenditure Totals</b> |      | <b>801,506</b>                    | <b>896,962</b>                             | <b>1,698,468.00</b>               | <b>3,244,134</b>  | <b>4,177,431</b>         | <b>(1,545,666)</b>    |

**Funded By:**

|  |                  |                  |                  |                    |
|--|------------------|------------------|------------------|--------------------|
| Capital Grants and Contributions                       | 1,368,442        | 2,235,640        | 2,235,640        | 867,198            |
| Borrowings   | 408,000          | 0                | 440,000          | 408,000            |
| Other (Disposals & C/Fwd)                              | 112,802          | 120,750          | 8,623            | (7,948)            |
| Own Source Funding - Cash Backed Reserves              |                  |                  |                  |                    |
| Aged Accommodation Reserve                             | 0                | 0                | 51,321           | 0                  |
| Building Reserve                                       |                  |                  |                  |                    |
| <b>Total Own Source Funding - Cash Backed Reserves</b> | <b>0</b>         | <b>0</b>         | <b>(51,321)</b>  | <b>0</b>           |
| Own Source Funding - Operations                        | (190,776)        | 887,744          | 1,441,847        | (1,078,520)        |
| <b>Capital Funding Total</b>                           | <b>1,698,468</b> | <b>3,244,134</b> | <b>4,177,431</b> | <b>(1,545,666)</b> |

Comments and graphs

Capital Expenditure Program YTD





**SHIRE OF WICKEPIN**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 30 April 2021**

**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 30 April 2021**

**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 30 April 2021**

**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       |

**(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 30 April 2021**

**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 30 April 2021**

**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 30 April 2021**

**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 30 April 2021**

**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 30 April 2021**

**Note 2: EXPLANATION OF MATERIAL VARIANCES**

| Reporting Program                   | Var. \$     | Var. %   | Var. | Timing/<br>Permanent | Explanation of Variance  |
|-------------------------------------|-------------|----------|------|----------------------|--|
| <b>Operating Revenues</b>           | \$          | %        |      |                      |  |
| <b>Governance</b>                   | (4,961)     | (72.64%) |      |                      |  |
| General Purpose Funding - Other     | (4,184)     | (0.72%)  |      |                      |  |
| Law, Order and Public Safety        | 22,697      | 29.37%   | ▲    | Permanent            | Higher Fines/Penalties, Increase in Dog Registrations  |
| Housing                             | (1,819,540) | (81.38%) | ▼    | Timing               | Income not yet received for WSAHA grant  |
| Community Amenities                 | 44,500      | 26.62%   | ▲    | Permanent            | Increase in cemetery fees,planning fees  |
| Recreation and Culture              | 16,482      | 115.40%  | ▲    | Permanent            | Saluting their Service Grant- unbudgeted   |
| Transport                           | 158,024     | 23.76%   | ▲    | Permanent            | Increase in Road Project Grants  |
| Economic Services                   | 65,764      | 18.93%   |      |                      |  |
| Other Property and Services         | 14,922      | 44.24%   | ▲    | Permanent            | Higher Private Works Charges   |
| <b>Operating Expense</b>            |             |          |      |                      |  |
| Governance                          | 70,955      | 17.35%   | ▼    | Timing               | Various Cost down- Consultancy, Staff Training, Conference Expenses. Admin Salaries                                      |
| General Purpose Funding             | 11,051      | 15.52%   | ▼    | Timing               | Various Account Costs down-Bank fees, Valuation expenses   |
| Law, Order and Public Safety        | 4,257       | 2.27%    |      |                      |  |
| Health                              | 8,055       | 34.48%   |      |                      |  |
| Education and Welfare               | 10,800      | 51.11%   | ▼    | Timing               | Costs Down - Donations ( Transport and Refreshments Schools), CDO projects.  |
| Housing                             | 1,105,192   | 90.65%   | ▼    | Timing               | Aged Unit costs down   |
| Community Amenities                 | 25,237      | 8.12%    |      |                      |  |
| Recreation and Culture              | 57,091      | 6.43%    |      |                      |  |
| Transport                           | (175,941)   | (4.69%)  |      |                      |  |
| Economic Services                   | 63,884      | 23.82%   | ▼    | Timing               | Various Account Costs down - Area Promotion, Rural Counselling,Group Scheme - Narrogin. Caravan Park Maintenance (Units) |
| Other Property and Services         | (67,596)    | (94.78%) | ▲    | Permanent            | More Long Service Leave taken than budgeted.   |
| <b>Capital Revenues</b>             |             |          |      |                      |  |
| Grants, Subsidies and Contributions | (541,307)   | (28.34%) | ▼    | Timing               | Housing income not yet received  |
| Proceeds from Disposal of Assets    | (7,948)     | (6.58%)  |      |                      |  |
| <b>Capital Expenses</b>             |             |          |      |                      |  |
| Land and Buildings                  | 1,090,875   | 66.79%   | ▼    | Timing               | WSAHA Project behind, Staff housing on track   |
| Infrastructure - Roads              | 71,938      | 7.42%    |      |                      |  |
| Infrastructure - Footpaths          | 16,670      | 100.00%  | ▼    | Timing               | Projects not yet commenced(Starting May 2021)  |
| Plant and Equipment                 | 257,892     | 52.90%   | ▼    | Timing               | Plant still to be purchased (Delays on Delivery)   |
| Furniture and Equipment             | 0           |          |      |                      |  |
| <b>Financing</b>                    |             |          |      |                      |  |
| Loan Principal                      | 9,655       | 59.46%   | ▼    |                      | New Loan - First Payment June 2021   |

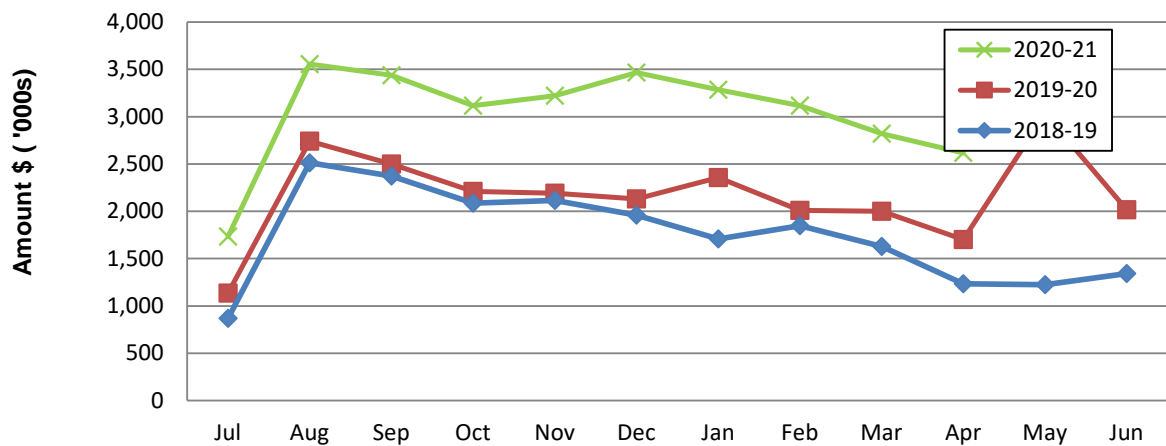


**SHIRE OF WICKEPIN**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
 For the Period Ended 30 April 2021

**Note 3: NET CURRENT FUNDING POSITION**

|                                  |                                     |  |  | Positive=Surplus (Negative=Deficit) |                  |                  |
|----------------------------------|-------------------------------------|--|--|-------------------------------------|------------------|------------------|
|                                  |                                     |  |  | YTD 30 Apr 2021                     | 30 June 2020     | YTD 29 Apr 2020  |
| Note                             |                                     |  |  | \$                                  | \$               | \$               |
| <b>Current Assets</b>            |                                     |  |  |                                     |                  |                  |
| 4                                | Cash Unrestricted                   |  |  | 2,803,986                           | 2,178,143        | 975,440          |
| 4                                | Cash Restricted                     |  |  | 2,248,893                           | 2,248,893        | 1,274,113        |
| 6                                | Receivables - Rates                 |  |  | 26,665                              | 29,869           | 73,835           |
| 6                                | Receivables -Other                  |  |  | 1,623                               | 1,710            | 112,223          |
|                                  | Interest / ATO Receivable/Trust     |  |  | 13,923                              | 110,221          | 27,693           |
|                                  | Inventories                         |  |  |                                     | 0                | 0                |
|                                  |                                     |  |  | 5,095,089                           | 4,568,835        | 2,463,304        |
| <b>Less: Current Liabilities</b> |                                     |  |  |                                     |                  |                  |
|                                  | Payables                            |  |  | (23,573)                            | (115,755)        | (26,842)         |
|                                  | Provisions                          |  |  | (204,819)                           | (220,104)        | (144,743)        |
|                                  |                                     |  |  | (228,392)                           | (335,859)        | (171,586)        |
| 7                                | Less: Cash Reserves                 |  |  | (2,248,893)                         | (2,248,893)      | (1,274,113)      |
|                                  | <b>Net Current Funding Position</b> |  |  | <b>2,617,805</b>                    | <b>1,984,084</b> | <b>1,017,605</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 30 April 2021**

**Note 4: CASH AND INVESTMENTS**

|                          | Interest Rate | Unrestricted \$  | Restricted \$    | Trust \$       | Total Amount \$  | Institution | Maturity Date |
|--------------------------|---------------|------------------|------------------|----------------|------------------|-------------|---------------|
| <b>(a) Cash Deposits</b> |               |                  |                  |                |                  |             |               |
| Municipal Bank Account   | 0.00%         | 711,697          |                  |                | 711,697          | ANZ         | At Call       |
| Reserve Bank Account     | 0.00%         |                  | 93               |                | 93               | ANZ         | At Call       |
| Trust Bank Account       | 0.00%         |                  |                  | 31,847         | 31,847           | ANZ         | At Call       |
| Cash On Hand             | Nil           | 700.00           |                  |                | 700              | N/A         | On Hand       |
| <b>(b) Term Deposits</b> |               |                  |                  |                |                  |             |               |
| Municipal                |               |                  |                  |                | 0                | BB          | 08-Apr-21     |
| Municipal                | 0.60%         |                  |                  |                | 0                |             |               |
| Municipal                | 0.05%         | 2,091,590        |                  |                | 2,091,590        | WA Treasury | At Call       |
| Reserve                  | 0.20%         |                  | 2,248,800        |                | 2,248,800        | ANZ         | 30-Apr-21     |
| Trust                    | 0.20%         |                  |                  | 172,644        | 172,644          | ANZ         | 30-Apr-21     |
| <b>Total</b>             |               | <b>2,803,986</b> | <b>2,248,893</b> | <b>204,491</b> | <b>5,257,370</b> |             |               |

**Comments/Notes - Investments**

**SHIRE OF WICKEPIN**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 30 April 2021**

**Note 5: BUDGET AMENDMENTS**

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

| GL Account Code | Description                 | Council Resolution | Classification           | Non Cash Adjustment | Increase in Available Cash | Decrease in Available Cash | Amended Budget Running Balance |
|-----------------|-----------------------------|--------------------|--------------------------|---------------------|----------------------------|----------------------------|--------------------------------|
|                 | <b>Budget Adoption</b>      |                    | Opening Surplus          | \$                  | \$                         | \$                         | \$ 545                         |
|                 | <b>Permanent Changes</b>    |                    | Opening Surplus(Deficit) |                     |                            | (55,258)                   | (54,713)                       |
| 3854            | Card Swipe Gate Tip         |                    | Capital Expenses         |                     | 10,000                     |                            | (44,713)                       |
| CLPH2           | Yealering hall loading Ramp |                    | Capital Expenses         |                     |                            | (3,000)                    | (47,713)                       |
| LYCC            | Yealering Bowling Club      |                    | Capital Expenses         | 3,500               |                            |                            | (44,213)                       |
| YGCC            | Yealering Golf Club         |                    | Capital Expenses         | 5,400               |                            |                            | (38,813)                       |
| 6034            | Plant and Equipment         |                    | Capital Expenses         |                     |                            | (6,500)                    | (45,313)                       |
| CWBCI           | Industrial Shed             |                    | Capital Expenses         | 340,000             |                            |                            | 294,687                        |
| WPLG            | Wogolin Play Ground         |                    | Capital Expenses         |                     |                            | (601,359)                  | (306,672)                      |
| 7046            | Grants                      |                    | Capital Revenue          | 261,359             |                            |                            | (45,313)                       |
| 0252            | Audit Fees                  |                    | Operating Expenses       | 5,000               |                            |                            | (40,313)                       |
| 0712            | Staff Training              |                    | Operating Expenses       | 10,000              |                            |                            | (30,313)                       |
| 7302            | Private Works               |                    | Operating Expenses       |                     |                            | (39,240)                   | (69,553)                       |
| 7333            | Private Works               |                    | Operating Expenses       | 18,000              |                            |                            | (51,553)                       |
| LCP1            | Caravan Parks               |                    | Operating Expenses       | 114,000             |                            |                            | 62,447                         |
| WPLG            | Wogolin Playground          |                    | Operating Expenses       |                     |                            | (25,000)                   | 37,447                         |
| 4873            | Building Reserve            |                    | Operating Expenses       |                     |                            | (89,000)                   | (51,553)                       |
| 0151            | Rates Discount              |                    | Operating Expenses       |                     |                            | (7,000)                    | (58,553)                       |
| 0103            | Annual Interest             |                    | Operating Revenue        |                     |                            | (12,000)                   | (70,553)                       |
| 0113            | Interest on reserves        |                    | Operating Revenue        |                     |                            | (10,000)                   | (80,553)                       |
| 04173           | Environmental Grants        |                    | Operating Revenue        | 31,595              |                            |                            | (48,958)                       |
| 5893            | Road Project Grants         |                    | Operating Revenue        | 234,858             |                            |                            | 185,900                        |
| 7083            | Charges Stand Pipes         |                    | Operating Revenue        |                     |                            | (6,000)                    | 179,900                        |
| 5873            | Reimbursements              |                    | Operating Revenue        | 200,000             |                            |                            | 379,900                        |
| 5483            | Grants                      |                    | Operating Revenue        |                     | 10,000                     |                            | 389,900                        |
|                 |                             |                    |                          | <b>0</b>            | <b>1,243,712</b>           | <b>(854,357)</b>           |                                |

**SHIRE OF WICKEPIN  
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
For the Period Ended 30 April 2021**

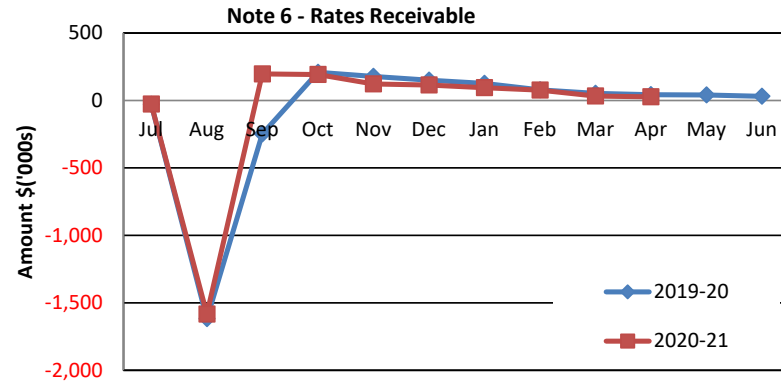
**Note 6: RECEIVABLES**

**Receivables - Rates Receivable**

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

**Net Rates Collectable**  
% Collected

|                                 | YTD 30 Apr 2021 | 30 June 2020  |
|---------------------------------|-----------------|---------------|
|                                 | \$              | \$            |
| Opening Arrears Previous Years  | 19,522          | 19,522        |
| Levied this year                | 1,534,062       | 1,534,110     |
| <u>Less</u> Collections to date | (1,526,919)     | (1,519,102)   |
| Equals Current Outstanding      | <b>26,665</b>   | <b>34,530</b> |
| <b>Net Rates Collectable</b>    | <b>26,665</b>   | <b>34,530</b> |
| % Collected                     | 98.28%          | 97.78%        |



Comments/Notes - Receivables Rates

**Receivables - General**

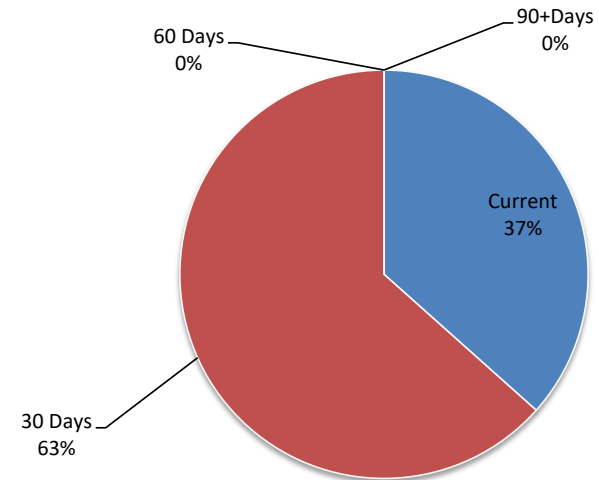
Receivables - General

**Total Receivables General Outstanding**

Amounts shown above include GST (where applicable)

|  | Current | 30 Days | 60 Days | 90+Days      |
|--|---------|---------|---------|--------------|
|  | \$      | \$      | \$      | \$           |
| Receivables - General                        | 594     | 1,029   | 0       | 0            |
| <b>Total Receivables General Outstanding</b> |         |         |         | <b>1,623</b> |

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



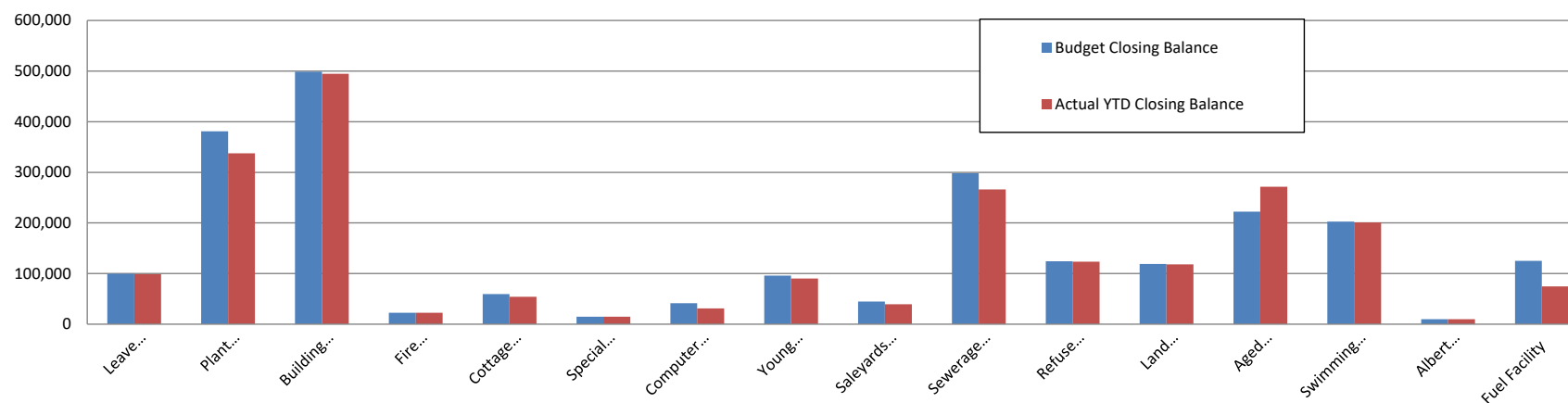
Comments/Notes - Receivables General

**SHIRE OF WICKEPIN  
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
For the Period Ended 30 April 2021**

**Note 7: Cash Backed Reserve**

| 2020-21                             |                  |                        |                        |                         |                         |                          |                          |                        |                        |                            |  |
|-------------------------------------|------------------|------------------------|------------------------|-------------------------|-------------------------|--------------------------|--------------------------|------------------------|------------------------|----------------------------|--|
| 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                       | 98,750.82        | 750.51                 |                        |                         |                         |                          |                          |                        | 99,501                 | 98,751                     |  |
| Plant Replacement Reserve           | 337,503.91       | 2,565.03               |                        | 41,000                  |                         |                          |                          |                        | 381,069                | 337,504                    |  |
| Building Reserve                    | 494,855.68       | 3,760.90               |                        |                         |                         |                          |                          |                        | 498,617                | 494,856                    |  |
| Fire Fighting Reserve               | 22,538.09        | 171.29                 |                        |                         |                         |                          |                          |                        | 22,709                 | 22,538                     |  |
| Cottage Homes Reserve               | 54,160.40        | 411.62                 |                        | 5,000                   |                         |                          |                          |                        | 59,572                 | 54,160                     |  |
| Special Events Reserve              | 14,828.34        | 112.70                 |                        |                         |                         |                          |                          |                        | 14,941                 | 14,828                     |  |
| Computer Reserve                    | 31,325.33        | 238.07                 |                        | 10,000                  |                         |                          |                          |                        | 41,563                 | 31,325                     |  |
| Young Singles Accommodation Reserve | 90,394.32        | 687.00                 |                        | 5,000                   |                         |                          |                          |                        | 96,081                 | 90,394                     |  |
| Saleyards Reserve                   | 39,544.13        | 300.54                 |                        | 5,000                   |                         |                          |                          |                        | 44,845                 | 39,544                     |  |
| Sewerage Reserve                    | 266,154.35       | 1,930.77               |                        | 30,000                  |                         |                          |                          |                        | 298,085                | 266,154                    |  |
| Refuse Reserve                      | 123,517.99       | 938.74                 |                        |                         |                         |                          |                          |                        | 124,457                | 123,518                    |  |
| Land Development Reserve            | 118,235.98       | 898.59                 |                        |                         |                         |                          |                          |                        | 119,135                | 118,236                    |  |
| Aged Persons Accommodation Reserve  | 271,588.81       | 2,064.07               |                        |                         |                         | 51,321                   |                          |                        | 222,332                | 271,589                    |  |
| Swimming Pool Reserve               | 201,094.85       | 1,528.32               |                        |                         |                         |                          |                          |                        | 202,623                | 201,095                    |  |
| Albert Facey Homestead Reserve      | 9,911.46         | 75.33                  |                        |                         |                         |                          |                          |                        | 9,987                  | 9,911                      |  |
| Fuel Facility                       | 74,488.05        | 566.11                 |                        | 50,000                  |                         |                          |                          |                        | 125,054                | 74,488                     |  |
|                                     | <b>2,248,893</b> | <b>17,000</b>          | <b>0</b>               | <b>146,000</b>          | <b>0</b>                | <b>51,321</b>            | <b>0</b>                 |                        | <b>2,360,571</b>       | <b>2,248,893</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 30 April 2021**

## Note 8 CAPITAL DISPOSALS

| Actual YTD Profit/(Loss) of Asset Disposal |               |                |               | Disposals                            | Amended Current Budget              |                      |               | Comments |
|--|---------------|----------------|---------------|--------------------------------------|-------------------------------------|----------------------|---------------|----------|
| Cost                                       | Accum Depr    | Proceeds       | Profit (Loss) |                                      | YTD 30 04 2021                      |                      |               |          |
|  |               |                |               |                                      | Amended Annual Budget Profit/(Loss) | Actual Profit/(Loss) | Variance      |          |
| \$   | \$            | \$             | \$            | \$                                   | \$                                  | \$                   |               |          |
|  |               |                |               | <b>Plant and Equipment</b>           |                                     |                      |               |          |
| 37,777                                     | 2,329         | 34,995         | (454)         | P0AJ Isuzu                           | 4,052                               | (454)                | (4,505)       |          |
|  |               |                | 0             | Holden Colorado CEO                  | 4,052                               | 0                    | (4,052)       |          |
|  |               |                | 0             | P2283 Toyota Forklift                | 2,000                               | 0                    | (2,000)       |          |
| 56,000                                     | 26,128        | 41,818         | 11,946        | P1955 Hino 300 Construction Dual Cab | 4,400                               | 11,946               | 7,546         |          |
|  |               |                | 0             | P698 Hino Tip Truck - Gardeners      | (13,200)                            | 0                    | 13,200        |          |
| 32,729                                     | 14,715        | 21,358         | 3,343         | P468A Holden Colorado Tray Top Ute   | (194)                               | 3,343                | 3,537         |          |
| 34,000                                     | 15,314        | 14,631         | (4,055)       | P632A Holden Colorado 4x4 Ute        | (4,400)                             | (4,055)              | 345           |          |
|  |               |                |               | Pfacey Toyota Hilux PFacey           | (5,332)                             | 0                    | 5,332         |          |
| <b>160,506</b>                             | <b>58,485</b> | <b>112,802</b> | <b>10,780</b> |                                      | <b>(8,623)</b>                      | <b>10,780</b>        | <b>19,403</b> |          |

Comments - Capital Disposal/Replacements

**SHIRE OF WICKEPIN**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 30 April 2021**

| Note 9: RATING INFORMATION       | Rate in<br>\$         | Number<br>of<br>Properties | Rateable<br>Value<br>\$ | Rate<br>Revenue<br>\$ | Interim<br>Rates<br>\$ | Back<br>Rates<br>\$ | Total<br>Revenue<br>\$ | Amended Budget<br>Rate<br>Revenue<br>\$ | Amended Budget<br>Interim<br>Rate<br>\$ | Amended Budget<br>Back<br>Rate<br>\$ | Amended Budget<br>Total<br>Revenue<br>\$ |
|----------------------------------|-----------------------|----------------------------|-------------------------|-----------------------|------------------------|---------------------|------------------------|---|---|--------------------------------------|--|
| <b>RATE TYPE</b>                 |                       |                            |                         |                       |                        |                     |                        |   |   |                                      |  |
| <b>Differential General Rate</b> |                       |                            |                         |                       |                        |                     |                        |   |   |                                      |  |
| GRV                              | 0.073020              | 194                        | 1,751,499               | 127,894               | 364                    | 0                   | 128,258                | 127,894                                 |   |                                      | 127,894                                  |
| UV                               | 0.008885              | 278                        | 148,803,150             | 1,322,116             | 675                    |                     | 1,322,791              | 1,322,278                               |   |                                      | 1,322,278                                |
| <b>Sub-Totals</b>                |                       | 472                        | 150,554,650             | 1,450,010             | 1,039                  | 0                   | 1,451,050              | 1,450,172                               | 0                                       | 0                                    | 1,450,172                                |
| <b>Minimum Payment</b>           | <b>Minimum<br/>\$</b> |                            |                         |                       |                        |                     |                        |   |   |                                      |  |
| GRV                              | 400.00                | 63                         | 158,748                 | 25,200                |                        |                     | 25,200                 | 25,200                                  |   |                                      | 25,200                                   |
| UV                               | 400.00                | 14                         | 325,246                 | 5,600                 |                        |                     | 5,600                  | 6,000                                   |   |                                      | 6,000                                    |
| <b>Sub-Totals</b>                |                       | 77                         | 483,994                 | 30,800                | 0                      | 0                   | 30,800                 | 31,200                                  | 0                                       | 0                                    | 31,200                                   |
| Ex Gratia Rates                  |                       |                            |                         |                       |                        |                     | 1,481,850              |   |   |                                      | 1,481,372                                |
| Discount                         |                       |                            |                         |                       |                        |                     | 17,190                 |   |   |                                      | 11,734                                   |
| Rates Writeoffs                  |                       |                            |                         |                       |                        |                     | (135,718)              |   |   |                                      | (128,450)                                |
|                                  |                       |                            |                         |                       |                        |                     | (26)                   |   |   |                                      | (25)                                     |
| <b>Amount from General Rates</b> |                       |                            |                         |                       |                        |                     | <b>1,363,296</b>       |   |   |                                      | <b>1,364,631</b>                         |
| Specified Area Rates             |                       |                            |                         |                       |                        |                     |                        |   |   |                                      |  |
| <b>Totals</b>                    |                       |                            |                         |                       |                        |                     | <b>1,363,296</b>       |   |   |                                      | <b>1,364,631</b>                         |

Comments - Rating Information

**SHIRE OF WICKEPIN**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 30 April 2021**

**10. INFORMATION ON BORROWINGS**

## (a) Debenture Repayments

| Particulars                         | Principal<br>1-Jul-19 | New<br>Loans | Principal<br>Repayments |              | Principal<br>Outstanding |              | Interest<br>Repayments |              | Loan<br>Completion<br>Date |
|-------------------------------------|-----------------------|--------------|-------------------------|--------------|--------------------------|--------------|------------------------|--------------|----------------------------|
|                                     |                       |              | Actual<br>\$            | Budget<br>\$ | Actual<br>\$             | Budget<br>\$ | Actual<br>\$           | Budget<br>\$ |                            |
| Loan 102 - WD Sports Club SS Greens | 20,554                |              | 6,582                   | 6,582        | 13,972                   | 20,554       | 757                    | 757          | 17/01/2023                 |
| Loan 103 -Staff House               |                       | 408,000      |                         | 25,892       |                          | 414,018      |                        | 7,378        | 2/12/2030                  |
|                                     | 20,554                | 408,000      | 6,582                   | 32,474       | 13,972                   | 434,572      | 757                    | 8,135        |                            |

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 30 April 2021**

**Note 11: GRANTS AND CONTRIBUTIONS**

| Program/Details<br>GL                    | Grant Provider                  | Approval | 2020-21<br>Budget | Variations<br>Additions<br>(Deletions) |                |                  | Recoup Status    |                  |
|--|---------------------------------|----------|-------------------|--|----------------|------------------|------------------|------------------|
|  |                                 |          |                   |  | Operating      | Capital          | Received         | Not Received     |
|  |                                 | (Y/N)    | \$                | \$                                     | \$             | \$               | \$               | \$               |
| <b>GENERAL PURPOSE FUNDING</b>           |                                 |          |                   |  |                |                  |                  |                  |
| Grants Commission - General              | WALGGC                          | Y        | 514,217           | 0                                      | 514,217        | 0                | 391,487          | 122,731          |
| Grants Commission - Roads                | WALGGC                          | Y        | 224,978           | 0                                      | 224,978        | 0                | 173,952          | 51,026           |
| <b>LAW, ORDER, PUBLIC SAFETY</b>         |                                 |          |                   |  |                |                  |                  |                  |
| FESA Grant - Operating Bush Fire Brigade | Dept. of Fire & Emergency Serv. | Y        | 35,363            | 0                                      | 35,363         | 0                | 48,583           | (13,220)         |
|  |                                 |          |                   | 0                                      |                |                  |                  | 0                |
| <b>HOUSING</b>                           |                                 |          |                   |  |                |                  |                  |                  |
| WSAHA Grant                              | DPIRD                           | Y        | 13,158            |  | 13158          |                  | 0                | 13,158           |
| WSAHA Grant                              | DPIRD                           | Y        | 1,300,000         |  |                | 1,300,000        | 0                | 1,300,000        |
| WSAHA Grant                              | DPIRD                           | Y        | 1,300,205         |  |                | 1,300,205        | 350,000          | 950,205          |
| <b>EDUCATION &amp; WELFARE</b>           |                                 |          |                   |  |                |                  |                  |                  |
| Albert Facey Tour                        |                                 | N        | 3,750             |  | 3,750          | 0                |                  | 3,750            |
| <b>COMMUNITY AMENITIES</b>               |                                 |          |                   |  |                |                  |                  |                  |
| Living Lakes Grant                       |                                 | Y        |                   | 31,595                                 | 31,595         |                  | 31,595           | 0                |
| <b>RECREATION AND CULTURE</b>            |                                 |          |                   |  |                |                  |                  |                  |
| Saluting their Service                   |                                 | N        |                   | 10,000                                 |                |                  | 10,000           | 0                |
| <b>ECONOMIC SERVICES</b>                 |                                 |          |                   |  |                |                  |                  |                  |
| LRCI Funding                             |                                 | Y        | 363,866           |  |                | 363,866          | 348,263          | 15,603           |
| <b>TRANSPORT</b>                         |                                 |          |                   |  |                |                  |                  |                  |
| Roads To Recovery Grant - Cap            | Roads to Recovery               | Y        | 327,069           | 0                                      | 0              | 327,069          | 277,140          | 49,929           |
| RRG Grants - Capital Projects            | Regional Road Group             | Y        | 244,500           | 0                                      | 0              | 244,500          | 393,039          | (148,539)        |
| Direct Grant - Maintenance               | Dept. of Transport              | Y        | 127,500           | 0                                      | 127,500        | 0                | 127,500          | 0                |
| <b>TOTALS</b>                            |                                 |          | <b>4,454,606</b>  | <b>41,595</b>                          | <b>950,561</b> | <b>3,535,640</b> | <b>2,151,559</b> | <b>2,344,643</b> |
| Operating                                | Operating                       |          | 2,218,966         |  |                |                  | 783,117          |                  |
| Non-Operating                            | Non-operating                   |          | 2,235,640         |  |                |                  | 1,368,442        |                  |
|  |                                 |          | <u>4,454,606</u>  |  |                |                  | <u>2,151,559</u> |                  |

**SHIRE OF WICKEPIN**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 30 April 2021**

**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<br>Balance<br>1 Jul 20 | Amount<br>Received | Amount<br>Paid     | Closing Balance<br>30-Apr-21 |
|-------------------------------|--------------------------------|--------------------|--------------------|------------------------------|
|                               | \$                             | \$                 | \$                 | \$                           |
| Housing Bonds                 | 0.00                           | 1,110.00           | -1,110.00          | 0.00                         |
| Master Key Deposits           | 0.00                           | 4,200.00           | -3,720.00          | 480.00                       |
| Nomination Deposits           | 0.00                           | 0.00               | 0.00               | 0.00                         |
| Building and BCITF            | 0.00                           | 3,383.26           | -763.90            | 2,619.36                     |
| Cat/Dog Trap Hire             | 50.00                          | 100.00             | -100.00            | 50.00                        |
| WDSC Replacement Greens       | 119,339.10                     | 12,500.00          | 0.00               | 131,839.10                   |
| Miscellaneous Trust           | 6,374.66                       | 1,224.00           | -1,224.00          | 6,374.66                     |
| Yealering Bowling Club Greens | 55,707.65                      | 7,900.00           | 0.00               | 63,607.65                    |
| Licensing                     |                                | 253,002.00         | -253,002.00        | 0.00                         |
|                               | <b>181,471.41</b>              | <b>283,419.26</b>  | <b>-259,919.90</b> | <b>204,970.77</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 30 April 2021

Note 13: CAPITAL ACQUISITIONS

|   |   | 30/04/2021    |                    |                    |                       |                          |                               |
|---|---|---------------|--------------------|--------------------|-----------------------|--------------------------|-------------------------------|
|   | Infrastructure Assets                       | Annual Budget | Amended YTD Budget | YTD Actual         | Variance (Under)/Over | YTD Actual (Renewal Exp) | Strategic Reference / Comment |
|   | <b>Land &amp; Buildings</b>                 |               |                    |                    |                       |                          |                               |
|   | <b>Housing</b>                              |               |                    |                    |                       |                          |                               |
| ○ | STAFF HOUSE                                 | CSH12         | (440,000)          | (293,333)          | (332,054)             | 38,721                   |                               |
| ● | SMITH STREET FENCE                          | LHS11C        | (4,700)            | (4,700)            | (3,318)               | (1,382)                  |                               |
| ● | RINTEL STREET FENCE                         | LHS1C         | (24,000)           | (24,000)           | (22,478)              | (1,522)                  |                               |
|   | <b>Housing Total</b>                        |               | <b>(468,700)</b>   | <b>(322,033)</b>   | <b>(357,850)</b>      | <b>35,817</b>            | 0                             |
|   | <b>Other Housing</b>                        |               |                    |                    |                       |                          |                               |
| ○ | CAPITAL EXPENSE - LIFESTYLE VILLAGE         | 3272          | (1,351,526)        | (1,081,221)        | (155,699)             | (925,522)                |                               |
|   | <b>Other Housing Total</b>                  |               | <b>(1,351,526)</b> | <b>(1,081,221)</b> | <b>(155,699)</b>      | <b>(925,522)</b>         |                               |
|   | <b>Community Amenities</b>                  |               |                    |                    |                       |                          |                               |
| ○ | Industrial Shed                             | CWBC1         | (340,000)          | (170,000)          | 0                     |                          | 0                             |
|   | <b>Community Amenities Total</b>            |               | <b>(340,000)</b>   | <b>(170,000)</b>   | <b>0</b>              | <b>0</b>                 |                               |
|   | <b>Recreation and Culture</b>               |               |                    |                    |                       |                          |                               |
| ○ | Wickepin Hall Reroof                        | CLPH1         | (18,500)           | (15,420)           | 0                     | (15,420)                 |                               |
| ● | Yealering Hall - Ramp                       | CLPH2         | (7,000)            | (7,000)            | (10,373)              | 3,373                    |                               |
| ● | Yealering Golf Club                         | YGCC          | (8,400)            | (8,400)            | (2,830)               | (5,570)                  |                               |
| ● | Yealering Bolwing Club - Eave repair        | LYBC          | (8,500)            | (8,500)            | (4,889)               | (3,611)                  |                               |
|   | <b>Recreation And Culture Total</b>         |               | <b>(42,400)</b>    | <b>(39,320)</b>    | <b>(18,092)</b>       | <b>(21,228)</b>          |                               |
|   | <b>Transport</b>                            |               |                    |                    |                       |                          |                               |
| ○ | DEPOT                                       |               | (25,000)           | (20,830)           | (10,888)              | (9,942)                  |                               |
|   | <b>Transport Total</b>                      |               | <b>(25,000)</b>    | <b>(20,830)</b>    | <b>(10,888)</b>       | <b>(9,942)</b>           |                               |
|   | <b>Land and Buildings Total</b>             |               | <b>(2,277,626)</b> | <b>(1,693,404)</b> | <b>(547,529)</b>      | <b>(920,875)</b>         | 0                             |
|   | <b>Footpaths</b>                            |               |                    |                    |                       |                          |                               |
| ○ | <b>Transport</b>                            |               |                    |                    |                       |                          |                               |
|   | FOOTPATHS                                   | LFP1          | (20,000)           | (16,670)           | 0                     | (16,670)                 |                               |
|   | <b>Transport Total</b>                      |               | <b>(20,000)</b>    | <b>(16,670)</b>    | <b>0</b>              | <b>(16,670)</b>          | 0                             |
|   | <b>Footpaths Total</b>                      |               | <b>(20,000)</b>    | <b>(16,670)</b>    | <b>0</b>              | <b>(16,670)</b>          | 0                             |
|   | <b>Plant , Equip. &amp; Vehicles</b>        |               |                    |                    |                       |                          |                               |
| ○ | <b>Governance</b>                           |               |                    |                    |                       |                          |                               |
| ○ | CEO VEHICLE                                 |               | (91,000)           | (45,500)           | (43,377)              | (2,123)                  | 0                             |
|   | <b>Governance Total</b>                     |               | <b>(91,000)</b>    | <b>(45,500)</b>    | <b>(43,377)</b>       | <b>(2,123)</b>           | 0                             |
| ● | <b>Transport</b>                            |               |                    |                    |                       |                          |                               |
| ○ | Hino Truck                                  | 6034          | (108,000)          | (108,000)          | (88,360)              | (19,640)                 | 0                             |
| ○ | Hino Tip Truck                              | 6034          | (63,000)           | (63,000)           | 0                     | (63,000)                 | 0                             |
| ○ | Toyota Forklift                             | 6034          | (55,000)           | (55,000)           | 0                     | (55,000)                 | 0                             |
| ○ | Colorado S/Cab Ute                          | 6034          | (42,000)           | (42,000)           | (36,659)              | (5,341)                  | 0                             |
| ○ | Colorado S/cab Ute                          | 6034          | (42,000)           | (42,000)           | (41,358)              | (642)                    | 0                             |
| ○ | Toyota Hilux Dual Cab                       | 6034          | (57,000)           | (57,000)           | 0                     | (57,000)                 | 0                             |
| ○ | High Pressure Cleaner                       | 6034          | 0                  | 0                  | (6,463)               | 6,463                    | 0                             |
| ○ | Twindrum Roller                             | 6034          | (60,000)           | (60,000)           | 0                     | (60,000)                 | 0                             |
| ○ | Metro Counters                              | 6034          | (15,000)           | (15,000)           | (13,391)              | (1,609)                  | 0                             |
|   | <b>Transport Total</b>                      |               | <b>(442,000)</b>   | <b>(442,000)</b>   | <b>(186,231)</b>      | <b>(255,769)</b>         | 0                             |
|   | <b>Plant , Equip. &amp; Vehicles Total</b>  |               | <b>(533,000)</b>   | <b>(487,500)</b>   | <b>(229,608)</b>      | <b>(257,892)</b>         | 0                             |
|   | <b>Infrastructure Other</b>                 |               |                    |                    |                       |                          |                               |
| ○ | <b>Community Amenity</b>                    |               |                    |                    |                       |                          |                               |
| ○ | Card Swipe Wickepin Tip Gates               | 3824          | (10,000)           | (8,330)            | 0                     | 8,330                    |                               |
| ○ | Relocation Waste Oil                        | 3534          | (14,000)           | (11,670)           | 0                     | 11,670                   |                               |
|   | <b>Community Amenity Total</b>              |               | <b>(24,000)</b>    | <b>(20,000)</b>    | <b>0</b>              | <b>8,330</b>             | 0                             |
| ○ | <b>Recreation and Culture</b>               |               |                    |                    |                       |                          |                               |
| ○ | PUMP & BORE - OVAL WATER                    | RETU          | (30,000)           | (25,000)           | (3,400)               | (26,600)                 |                               |
| ○ | WICKEPIN OVAL LIGHTS                        | WKLI          | (35,000)           | 0                  | (490)                 | (34,510)                 |                               |
| ○ | SWIMMING POOL - EXPANSION JOINTS            | LSP3          | (70,000)           | (58,330)           | 0                     | (70,000)                 |                               |
| ○ | HARRSMITH DAM                               | 3988          | (23,000)           | (23,000)           | 0                     |                          |                               |
| ○ | LIMESTONE WALL - TANKS WICKEPIN OVAL        | WLC1          | (8,000)            | (8,000)            | (1,882)               | (6,118)                  |                               |
|   | <b>Recreation And Culture Total</b>         |               | <b>(166,000)</b>   | <b>(114,330)</b>   | <b>(5,772)</b>        | <b>(137,228)</b>         | 0                             |
| ○ | <b>Economic Services</b>                    |               |                    |                    |                       |                          |                               |
| ○ | Standpipe Controllers                       | 7104          | (45,000)           | (45,000)           | (23,597)              |                          |                               |
|   | <b>Economic Services Total</b>              |               | <b>(45,000)</b>    | <b>0</b>           | <b>(23,597)</b>       | <b>(21,403)</b>          | 0                             |
|   | <b>Infrastructure Other Total</b>           |               | <b>(125,000)</b>   | <b>(114,330)</b>   | <b>(29,368)</b>       | <b>8,330</b>             | 0                             |
|   | <b>Roads</b>                                |               |                    |                    |                       |                          |                               |
| ● | <b>Transport Regional Road Group</b>        |               |                    |                    |                       |                          |                               |
| ○ | Pingelly Wickepin Road                      | RG003         | (366,200)          | (305,170)          | (369,934)             | 3,734                    |                               |
| ○ | Bin Road                                    | RG086         | (351,420)          | (293,570)          | (309,451)             | (41,969)                 | 0                             |
|   | <b>Regional Road Group Total</b>            |               | <b>(717,620)</b>   | <b>(598,740)</b>   | <b>(679,384)</b>      | <b>(38,236)</b>          | 0                             |
| ○ | <b>Transport Roads to Recovery</b>          |               |                    |                    |                       |                          |                               |
| ○ | 84 Gate Road                                | R2R031        | (57,190)           | (47,660)           | (3,792)               | (43,868)                 | 0                             |
| ○ | Toolibin North Road                         | R2R010        | (80,470)           | (67,060)           | (84,116)              | 17,056                   | 0                             |
| ○ | Tincurrin North Road                        | R2R011        | (95,835)           | (79,860)           | (9,795)               | (70,065)                 | 0                             |
| ○ | Wickepin North Road                         | R2015         | (119,480)          | (99,570)           | (119,875)             | 20,305                   | 0                             |
|   | <b>Roads to Recovery Total</b>              |               | <b>(352,975)</b>   | <b>(294,150)</b>   | <b>(217,578)</b>      | <b>(76,572)</b>          | 0                             |
| ○ | <b>Council Resources Construction</b>       |               |                    |                    |                       |                          |                               |
| ○ | Fleay Road                                  | C55           | (44,755)           | (37,300)           | 0                     | (37,300)                 | 0                             |
| ○ | Malyalling Road                             | CO036         | (46,455)           | (38,710)           | 0                     | (38,710)                 | 0                             |
|   | <b>Council Resources Construction Total</b> |               | <b>(91,210)</b>    | <b>(76,010)</b>    | <b>0</b>              | <b>(76,010)</b>          | 0                             |
|   | <b>Roads Total</b>                          |               | <b>(1,161,805)</b> | <b>(968,500)</b>   | <b>(896,962)</b>      | <b>(390,917,70)</b>      | 0.00                          |
| ○ | <b>Capital Expenditure Total</b>            |               | <b>(4,177,431)</b> | <b>(3,240,804)</b> | <b>(1,698,468)</b>    | <b>(1,377,925)</b>       | 0                             |

GOVERNANCE, AUDIT AND COMMUNITY SERVICES**10.2.03 – Development & Regulatory Services**


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|                                    |  |
|------------------------------------|--|
| <b>Submission To:</b>              | <b>Ordinary Council</b>  |
| <b>Location / Address:</b>         | <b>Whole Shire</b>   |
| <b>Name of Applicant:</b>          | <b>Azhar Awang, Executive Manager Development &amp; Regulatory Services, Shire of Narrogin</b> |
| <b>File Reference:</b>             | <b>CM.REP.2203</b>   |
| <b>Author:</b>                     | <b>Azhar Awang, Executive Manager Development &amp; Regulatory Services, Shire of Narrogin</b> |
| <b>Disclosure of any Interest:</b> | <b>Nil</b>   |
| <b>Date of Report:</b>             | <b>12 May 2021</b>   |

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**Enclosure/Attachments:** Nil

**Summary:**

The Shire of Narrogin's Department of Development and Regulatory Services as requested by the Shire of Wickepin has prepared the following report for the works undertaken in the month of April 2021, for council's consideration.

**Background:**

On 20 September 2017, the Shire of Wickepin resolved to accept the RFQ 1 2017/2018 from the Shire of Narrogin for the provision of Health, Building and Planning Services to the Shire of Wickepin for a period of five years.

A monthly report is to be presented to the Shire of Wickepin from the Shire of Narrogin's Planning, Building and Environmental Health Services for the works undertaken during the month of April 2021.

**Comments:****PLANNING OFFICER'S REPORT**Planning Approvals

Nil

Upcoming Council Agenda for May 2021

Nil

Referrals & Subdivision clearances

Nil

**BUILDING SURVEYOR'S REPORT**

There was one (1) Building Approval for the month of April 2021 and general advice, phone calls and emails.

| Building type   | Building Permit No | Approval date | Unique property identifier | Lot No | Street number | Street name  | Suburb name | Building work | Value   | Owner's name      | Builder's name |
|-----------------|--------------------|---------------|----------------------------|--------|---------------|--------------|-------------|---------------|---------|-------------------|----------------|
| Building Permit | 2021009            | 8/4/21        | A6065                      | 50     | 14            | Smith Street | Wickepin    | Dwelling      | 448,981 | Shire of Wickepin | Modular WA     |

## ENVIRONMENTAL HEALTH OFFICER'S REPORT

- 1) Completed Wickepin Recycled Water Scheme as required by the Department of Health, obtained a list of improvement items on the scheme, currently drafting the report on the scheme in regards to the Recycled Water Quality Management Plan (RWQMP).
- 2) Provided the Food Business Registration Certificate to the new owner of Wickepin Hotel
- 3) Inspected the septic system on 425 Sparks Rd East Wickepin

### Statutory Environment:

- 1) Shire of Wickepin Local Planning Scheme No. 4
- 2) National Construction Code,
- 3) Building Act 2011
- 4) Building Regulations 2012
- 5) Food Act 2008 and Food Regulations 2009
- 6) Health (Miscellaneous Provisions) Act 1911 and Regulations under the Act
- 7) Public Health Act 2016

**Policy Implications:** Nil

### Financial Implications:

The fore mentioned services are provided at a cost to the Shire of Wickepin and has been allocated in the 2020/2021 budget.

### Strategic Implications:

| GOAL 9: Our communities are engaged, have a healthy lifestyle and are safe   |   |  |  |
|--|---|--|--|
| SHORT TERM STRATEGY  | MEDIUM TERM STRATEGY  | POINT OF MEASUREMENT   | 10 YR OUTCOME  |
| 9.10 Continue to help facilitate the best possible health and emergency services<br><br>9.11 Continue to work with RoadWise and the Office of Road Safety on road safety awareness initiatives | 9.12 Emergency service planning is coordinated and articulated<br><br>9.13 Recruiting volunteers is a partnership approach between the Shire and emergency services | <ul style="list-style-type: none"> <li>- Number of emergency service volunteers are retained and increase</li> <li>- Number of Local Emergency Management Committee meetings held annually</li> <li>- Achievement of emergency service strategies Reduction in drink driving offences</li> <li>- No fatal road accidents in the Shire</li> </ul> | Emergency and health services are retained<br><br>We have no fatalities on our roads |
| 9.14 Connect with local and regional Natural Resource Management organisations to determine how their priorities can benefit our communities and businesses                                    | 9.15 Partner with external bodies to protect natural flora and fauna<br><br>9.16 Continue to provide weed and pest management                                       | <ul style="list-style-type: none"> <li>- Invite Natural Resource Management organisations to present to Council</li> <li>- Amount of external funding attracted for natural resource management activities in our Shire</li> </ul>   | Our natural flora and fauna is protected   |

| GOAL 12: Our communities are informed via multiple channels at regular intervals  |   |   |   |
|---|---|---|---|
| 12.1 Provide meaningful communications, that deliver information regularly and succinctly<br><br>12.2 Promote Council Services and achievements | 12.3 Continue to review our service standards by reviewing community feedback | <ul style="list-style-type: none"> <li>- Customer survey results demonstrate a high level of knowledge of Council operations</li> </ul> | Our community understands the role of Council and the allocation of resources |

**Recommendation:**

That council receives the report from the Shire of Narrogin's Department of Development & Regulatory Services for the month of April 2021.

**Voting Requirements:** Simple majority

[GOVERNANCE, AUDIT AND COMMUNITY SERVICES](#)

**10.2.04 – Chief Executive Officer – Annual Performance Appraisal 2021**

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|                                    |   |
|------------------------------------|---|
| <b>Submission To:</b>              | <b>Ordinary Council</b>                   |
| <b>Location/Address:</b>           | <b>Whole Shire</b>                        |
| <b>Name of Applicant:</b>          | <b>Mark Hook, Chief Executive Officer</b> |
| <b>File Reference:</b>             | <b>Personnel File PF.S74</b>              |
| <b>Author:</b>                     | <b>Mark Hook, Chief Executive Officer</b> |
| <b>Disclosure of any Interest:</b> | <b>CEO Mark Hook</b>                      |
| <b>Date of Report:</b>             | <b>4 May 2021</b>                         |

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**Enclosure/Attachments:**

Performance appraisal report dated 19 May 2021 from John Phillips Consulting.

**Summary:**

Council is being requested to adopt the 2020/2021 CEO performance review and set the KPI's for 2021/2022.

**Background:**

Council engaged John Philips Consulting to undertake a performance appraisal of the Chief Executive Officer, Mr Mark Hook. Councillors and the CEO completed feedback forms from which a feedback report was compiled by John Phillips Consulting.

Council met to discuss the feedback report with the CEO, facilitated by John Philips, with a view to concluding the process with the compilation of a Performance Appraisal Final Report.

Attached to this agenda is the final report undertaken by Mr John Phillips.

**Comments:**

The review of Mr Mark Hook's performance has been conducted in accordance with the applicable statutory and regulatory requirements as follows:

Section 5.38 of the Act prescribes that:

- (1) A local government must review the performance of the CEO if the CEO is employed for a term of more than 1 year.
- (2) The CEO must ensure that the performance of each other employee who is employed for more than 1 year is reviewed.
- (3) A review under subsection (1) or (2) must be conducted at least once in relation to each year of the person's employment.

Section 5.39 of the Act prescribes that the CEO contract:

- Must include performance criteria, for the purposes of reviewing the CEO's performance.

Section 5.39 A - Model standards for CEO recruitment, performance and termination

- (1) Regulations must prescribe model standards for local governments in relation to the following
  - the review of the performance of CEOs

### Regulation 18FA - model standards

- Standard 2.1 Performance criteria is specific, relevant, measurable, achievable and time based.
- Standard 2.2 the performance criteria and the performance process are recorded in a written document, negotiated with and agreed upon by the CEO and council.
- Standard 2.3 The CEO is informed about how their performance will be assessed and managed and the results of their performance assessment.
- Standard 2.4 the collection of evidence regarding performance outcomes is thorough and comprehensive.
- Standard 2.5 Assessment is made free from bias and based on the CEO's achievements against documented performance criteria, and decisions and actions are impartial and transparent.

The aggregated responses obtained from elected members indicate that, overall, Mr Hook is rated as meeting the performance requirements for the position Chief Executive Officer of the Shire of Wickepin. This is the same rating as provided by Mr. Hook in his own self-assessment. It is also the same outcome as for the 2020 annual review.

### **Statutory Environment:**

#### **Local Government Act 1995 sections 5.38 and 5.39(3)(b)**

#### **5.38. Annual review of certain employees' performances**

*The performance of each employee who is employed for a term of more than one year, including the CEO and each senior employee, is to be reviewed at least once in relation to every year of the employment.*

#### **5.39. Contracts for CEO and senior employees**

- (3) A contract under this section is of no effect unless —
- (a) the expiry date is specified in the contract; and
  - (b) there are specified in the contract performance criteria for the purpose of reviewing the person's performance; and
  - (c) any other matter that has been prescribed as a matter to be included in the contract has been included.

#### *Local Government Administration Regulations*

#### **18D. Performance review of CEO, local government's duties as to**

*A local government is to consider each review on the performance of the CEO carried out under section 5.38 and is to accept the review, with or without modification, or to reject the review.*

**Policy Implications:** Nil

**Financial Implications:** Nil

The performance appraisal cost to Council was \$1,650 GST inclusive.

**Strategic Implications:** Nil



**Recommendations:**

That Council:

- (1) Notes that Mr Mark Hook's Performance Review in his role as Chief Executive Officer for the Shire of Wickepin for 2020/21 has been undertaken;
- (2) Endorses Mr Hook's overall rating of 'Meets Performance Requirements';
- (3) Schedules the next review of the CEO's performance to be completed by 31 March 2022;
- (4) Endorses the Key Result Areas for the 2021/22 appraisal period.

**Voting Requirements:** Simple majority.

## GOVERNANCE, AUDIT AND COMMUNITY SERVICES

### **10.2.05 – Noongar Heritage Agreement for Local Government**

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|                                    |   |
|------------------------------------|---|
| <b>Submission To:</b>              | <b>Ordinary Council</b>                   |
| <b>Location/Address:</b>           | <b>Whole Shire</b>                        |
| <b>Name of Applicant:</b>          | <b>BHW Consulting</b>                     |
| <b>File Reference:</b>             | <b>CP.A&amp;D.505, GR.MEE.1414</b>        |
| <b>Author:</b>                     | <b>Mark Hook, Chief Executive Officer</b> |
| <b>Disclosure of any Interest:</b> | <b>Nil</b>                                |
| <b>Date of Report:</b>             | <b>7 May 2021</b>                         |

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#### **Enclosure/Attachments:**

1. LEL Presentation to CCZ Pingelly 23/04/2021
2. Map SWS Agreement areas
3. Noongar /agreement Flowchart

#### **Summary:**

Council is being requested to advise the WALGA Central Country Zone that it agrees with the following recommendations being put to the WALGA CCZ Meeting on Friday 25 June 2021:

1. Notes the suggestion from guest speaker Marcus Holmes, Principal of lawyers Land Equity Legal, that local governments defer consideration of entry into a Local Government version Noongar Heritage Agreement until Noongar Regional Corporations have been established, the Federal joint committee on the Juukan Gorge inquiry has released its final report, and the State's proposed Aboriginal Cultural Heritage Bill has been enacted;
2. Recommends to its members that they ensure interim compliance with the Aboriginal Heritage Act 1972 and any applicable Aboriginal heritage risk management policies and procedures through the Department of Planning, Lands and Heritage and Department of Premier and Cabinet;
3. Seeks ongoing consultation with the State Government, WALGA and SWALSC about the management of, resourcing and implications for local government of the Noongar Native Title Settlement; and
4. Endorses the offer of legal advice and assistance to the Zone and/or its members from Land Equity Legal regarding local government management of Aboriginal heritage and the Noongar Native Title Settlement, and instructs the Executive Officer to confer with Mr Marcus Holmes regarding terms of any engagement of Land Equity Legal's services by the Zone and/or members and to then update the Zone by email as to such terms so that the Zone and/or its members (singly or collectively) can decide if they wish to take up a retainer.

#### **Background:**

At Central Country Zone meeting the recommendation shown below were considered by the meeting delegates, following a presentation by Marcus Holmes from Land Equity Legal on the Template Noongar Heritage Agreement for Local Government and the Aboriginal and the Cultural Heritage Bill (Draft) 2020:

That the Central Country Zone:

1. Notes the suggestion from guest speaker Marcus Holmes, Principal of lawyers Land Equity Legal, that local governments defer consideration of entry into a Local Government version Noongar

Heritage Agreement until Noongar Regional Corporations have been established, the Federal joint committee on the Juukan Gorge inquiry has released its final report, and the State's proposed Aboriginal Cultural Heritage Bill has been enacted;

2. Recommends to its members that they ensure interim compliance with the Aboriginal Heritage Act 1972 and any applicable Aboriginal heritage risk management policies and procedures through the Department of Planning, Lands and Heritage and Department of Premier and Cabinet;
3. Seeks ongoing consultation with the State Government, WALGA and SWALSC about the management of, resourcing and implications for local government of the Noongar Native Title Settlement; and
4. Endorses the offer of legal advice and assistance to the Zone and/or its members from Land Equity Legal regarding local government management of Aboriginal heritage and the Noongar Native Title Settlement, and instructs the Executive Officer to confer with Mr Marcus Holmes regarding terms of any engagement of Land Equity Legal's services by the Zone and/or members and to then update the Zone by email as to such terms so that the Zone and/or its members (singly or collectively) can decide if they wish to take up a retainer.

#### Comments:

Following consideration of the above recommendation the meeting resolved as follows:

*That the Zone defer any decision on the recommendations relating to the Template Noongar Heritage Agreement for Local Government Aboriginal and the Cultural Heritage Bill (Draft) 2020 until the Zone meeting scheduled to be held Friday 25 June 2021 at which time the Executive Officer will have prepared a report for the Zone's consideration.*

The South West Native Title Settlement (Settlement) is the most comprehensive Native Title agreement negotiated in Australian history. It involves around 30,000 Noongar people and covers approximately 200,000 square kilometres of the South-West region. Whilst the effects of the Settlement, the enactment of new Aboriginal Heritage legislation and any recommendations arising from the Juukan Gorge inquiry won't be apparent for some time, Councils need to be aware of the issues and the potential each of these factors may have on both themselves and their communities.

The WALGA CCZ Executive has requested that this matter be listed for consideration at the Shire of Wickepin's May 2021 Council meeting.

Following is the extract from the WALGA CCZ Agenda on this matter.

## 5.2 Business Arising from the Minutes of the Zone Meeting held Friday 27 November 2020

### 9.5 Template Noongar Heritage Agreement for Local Government Aboriginal and the Cultural Heritage Bill (Draft) 2020

The Template Noongar Heritage Agreement for Local Government Aboriginal and the Cultural Heritage Bill (Draft) 2020 were considered at the Zone Meeting held Friday 27 November 2020, with the Zone resolving as shown below:

*RESOLUTION: Moved: Cr Mulroney Seconded: Cr Haselby*

*That Mr Marcus Holmes of Land Equity Legal and representatives of the Department of Premier and Cabinet and Department of Planning, Land and Heritage be invited to the February 2021 Zone Meeting to provide comments on the likely impact on Member Councils of the Draft Noongar Heritage Agreement for Local Government and the South West Native Title Settlement.*

*CARRIED*

Neither the Department of Premier and Cabinet nor the Department of Planning, Land and Heritage were able to attend the February Meeting of the Central Country Zone. It is hoped that the presentation will take place at the Zone's April meeting. Marcus Holmes of Land Equity Legal has indicated he will be able to attend the April Zone Meeting.

## 8.0 ZONE BUSINESS - MEMBER COUNCIL MATTERS

### 8.1 Matters for Noting (Attachment)

1. In discussing when the Department of Premier and Cabinet would be available to meet with Member Councils the following links were provided to help Member Councils in understanding the issues around the South West Native Settlement:
  - <https://www.wa.gov.au/government/publications/south-west-native-title-settlement-news> - a media release related to the commencement of the Settlement;
  - <https://www.wa.gov.au/sites/default/files/2020-11/SWS%20Commencement%20Flow%20Chart%20as%20at%2026%20Nov%202020.pdf> – a flowchart to detail the process to commencement;
  - <https://www.mediastatements.wa.gov.au/Pages/McGowan/2020/11/High-Court-clears-the-way-for-historic-South-West-Native-Title-Settlement-to-proceed.aspx> - Minister Wyatt's media release about the Settlement; and
  - Further updates in relation to commencement of the Settlement will continue to be published on the Department of Premier and Cabinet's website <https://www.wa.gov.au/government/publications/south-west-native-title-settlement-news>.
  
4. The Department of Premier and Cabinet released a media statement on Monday 22 February 2021 providing details on the commencement date of the South West Native Title Settlement. Commencement of the Settlement will occur on 25 February 2021 and it is this date, the 'Settlement Effective Date', which sets in motion certain provisions in the ILUAs, including the timing for the:
  - appointment of the initial Noongar Boodja Trustee;
  - first State payment into the Noongar Boodja Trust; and
  - resolution of native title in the Settlement area.

A copy of the media release was sent to all CEOs by the Executive Officer on 22 February.

### Statutory Environment:

South West Native Title Settlement Agreement.

**Policy Implications:** Nil

**Financial Implications:** Nil

**Strategic Implications:** Nil

**Recommendations:**

That the Shire of Wickepin advises the WALGA Central Country Zone that it agrees with the following recommendations being put to the WALGA CCZ Meeting on Friday 25 June 2021:

1. Notes the suggestion from guest speaker Marcus Holmes, Principal of lawyers Land Equity Legal, that local governments defer consideration of entry into a Local Government version Noongar Heritage Agreement until Noongar Regional Corporations have been established, the Federal joint committee on the Juukan Gorge inquiry has released its final report, and the State's proposed Aboriginal Cultural Heritage Bill has been enacted;
2. Recommends to its members that they ensure interim compliance with the Aboriginal Heritage Act 1972 and any applicable Aboriginal heritage risk management policies and procedures through the Department of Planning, Lands and Heritage and Department of Premier and Cabinet;
3. Seeks ongoing consultation with the State Government, WALGA and SWALSC about the management of, resourcing and implications for local government of the Noongar Native Title Settlement; and
4. Endorses the offer of legal advice and assistance to the Zone and/or its members from Land Equity Legal regarding local government management of Aboriginal heritage and the Noongar Native Title Settlement, and instructs the Executive Officer to confer with Mr Marcus Holmes regarding terms of any engagement of Land Equity Legal's services by the Zone and/or members and to then update the Zone by email as to such terms so that the Zone and/or its members (singly or collectively) can decide if they wish to take up a retainer.

**Voting Requirements:** Simple majority.

GOVERNANCE, AUDIT AND COMMUNITY SERVICES**10.2.06 – Donation – Karli Martin Country Week**

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|                                    |  |
|------------------------------------|--|
| <b>Submission To:</b>              | <b>Ordinary Council</b>                                |
| <b>Location/Address:</b>           | <b>Whole Shire</b>                                     |
| <b>Name of Applicant:</b>          | <b>Mark Hook, Chief Executive Officer</b>              |
| <b>File Reference:</b>             | <b>CR.SPR.217</b>                                      |
| <b>Author:</b>                     | <b>Mark Hook, Chief Executive Officer</b>              |
| <b>Disclosure of any Interest:</b> | <b>Mel Martin – Impartiality - Mother of Applicant</b> |
| <b>Date of Report:</b>             | <b>13 May 2021</b>                                     |

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**Enclosure/Attachments:** Nil

**Summary:**

Council is being requested to sponsor Karli Martin so she can attend Country Week this year.

**Background:**

Council has received the following letter from Karli Martin requesting sponsorship so she can attend Country Week this year.

10/05/2021

Dear Mark,

I am writing to you today to ask if the Shire of Wickepin would consider sponsoring me for Country Week 2021.

Country Week is an annual multi-sport event carnival held in Perth between rural high schools from Western Australia. The carnival is organised by School Sport WA.

The carnival includes sports such as Australian Rules football, hockey, soccer, netball, volleyball and basketball in a range of divisions. Country Week is recognised as being the biggest event of its kind in the southern hemisphere. The event typically involves about 40 schools with around 3,000 students and over 200 teachers and support staff.

Students are selected based on their skill and ability and this year I have been selected for the Volleyball squad.

My aim is to raise \$700.00 in sponsorship to contribute towards the cost to participate in Country Week. To do this I am competing in a beep test held at the Narrogin Senior High School and I am asking if the Shire of Wickepin would consider sponsoring me \$15.00 per completed level.

If you would like to sponsor me can you please reply in writing. Once I have competed in the beep test I will forward you a certificate stating how many levels I completed.

I sincerely thank you for taking the time to consider sponsoring me.

**Comments:**

Council must commend Karli in requesting the sponsorship to enable her to attend Country Week this year. The beep tests mentioned in her letter have eight sections, if Karli passes all eight section and council agrees to sponsor Karli the maximum amount Council would be up for would be 8 sections X \$15 = \$120.

Council has sponsorship monies left in its budget allocation but his falls outside of the CEO's delegation under the Community Grants scheme of amounts under this \$500.

**Statutory Environment:** Nil

**Policy Implications:** Nil

**Financial Implications:** Cost of sponsorship would be \$120.00

**Strategic Implications:** Nil

**Recommendations:**

That Council sponsor \$120.00 to Karli Martin to attend Country Week 2021.

**Voting Requirements:** Simple majority



GOVERNANCE, AUDIT AND COMMUNITY SERVICES

**10.2.07 – Listing Price for 2 and 4 Plover Street Wickepin**

|                                    |   |
|------------------------------------|---|
| <b>Submission To:</b>              | <b>Ordinary Council</b>                       |
| <b>Location/Address:</b>           | <b>2 and 4 Plover Street Wickepin WA 6370</b> |
| <b>Name of Applicant:</b>          | <b>Cr John Mearns</b>                         |
| <b>File Reference:</b>             | CP.A&D.502                                    |
| <b>Author:</b>                     | <b>Mark Hook, Chief Executive Officer</b>     |
| <b>Disclosure of any Interest:</b> | <b>Nil</b>                                    |
| <b>Date of Report:</b>             | <b>12 May 2021</b>                            |

**Enclosure/Attachments:** Nil

**Summary:**

Council is being requested to decrease the listed sale price of the two lots Council own at 2 and 4 Plover Street Wickepin WA 6370 from \$45,000 per Lot to \$35,000 per Lot.

**Background:**

The CEO has listed the blocks at 2 and 4 Plover street in the Yarling Brook Estate with Elders Real Estate at a listed Price of \$45,000. This has been the listed price for some years and was the listed price prior to Wickepin Rural Services being sold to Elders.



Above is a map showing 2 and 4 Plover Street Wickepin WA 6370. 2 and 4 Plover Street are both 4136 square metres.



Following is the extract from Elders Real Estate Advertising.

### ***GREAT BUILDING BLOCK - OVER 1 ACRE***

*This great block of land is in the Yarling Brook Estate at Wickepin and is surrounded by quality modern homes. The large 4163sqm block back is close to the golf course and is only 200m from the sports club where you have the choice of bowls, tennis or golf. The low price tag of only \$45,000 will allow you to spend more money building your dream home. Already connected to water and soil testing results for any future building foundations available. Wickepin is a town in the Wheatbelt region of Western Australia, 214 kilometres south-east of Perth and 38 kilometres east of Narrogin. It is a service town for the surrounding agricultural district, and contains recreational facilities, historic buildings from its boom period in the 1910s-1920s, a telecentre, public library and caravan park. Albert Facey's house was moved to the main street of Wickepin in 2000 and is open to visitors. Wickepin has a primary school, first opened in 1911, with high school students travelling by school bus to Narrogin. Perfect for retirees looking for a rural retreat or for young families alike. Build your dream home now and escape the rat race of the city.*

#### **Comments:**

Council has had these blocks on the market for some time and has been unable to sell them at the listed price of \$45,000. There currently is a block for sale at 4 Curlew Way Wickepin for \$35,000.



Property for sale 4 Curlew Way Wickepin WA 6370.

Council has sold other blocks for \$45,000 in the Yarling Brook Estate over the years but they have been slow in selling.

Council is being requested as to whether to leave the blocks at the listed price or lower the asking price of \$45,000 to \$35,000 to see if there is a person wanting to buy a block at \$35,000 to build a house in the Yarling Brook Estate.

## **Statutory Environment:**

### **Local Government Act 1985**

#### **1.4. Terms used**

*Local government property means anything, whether land or not, that belongs to, or is vested in, or under the care, control or management of, the local government;*

#### **3.58. Disposing of property**

*(1) In this section —*

***dispose** includes to sell, lease, or otherwise dispose of, whether absolutely or not;*

***property** includes the whole or any part of the interest of a local government in property, but does not include money.*

*(2) Except as stated in this section, a local government can only dispose of property to —*

*(a) the highest bidder at public auction; or*

*(b) the person who at public tender called by the local government makes what is, in the opinion of the local government, the most acceptable tender, whether or not it is the highest tender.*

*(3) A local government can dispose of property other than under subsection (2) if, before agreeing to dispose of the property —*

*(a) it gives local public notice of the proposed disposition —*

*(i) describing the property concerned; and*

*(ii) giving details of the proposed disposition; and*

*(iii) inviting submissions to be made to the local government before a date to be specified in the notice, being a date not less than 2 weeks after the notice is first given;*

*and*

*(b) it considers any submissions made to it before the date specified in the notice and, if its decision is made by the council or a committee, the decision and the reasons for it are recorded in the minutes of the meeting at which the decision was made.*

*(4) The details of a proposed disposition that are required by subsection (3)(a)(ii) include —*

*(a) the names of all other parties concerned; and*

*(b) the consideration to be received by the local government for the disposition; and*

*(c) the market value of the disposition —*

*(i) as ascertained by a valuation carried out not more than 6 months before the proposed disposition; or*

(ii) *as declared by a resolution of the local government on the basis of a valuation carried out more than 6 months before the proposed disposition that the local government believes to be a true indication of the value at the time of the proposed disposition.*

(5) *This section does not apply to —*

- (a) *a disposition of an interest in land under the Land Administration Act 1997 section 189 or 190; or*
- (b) *a disposition of property in the course of carrying on a trading undertaking as defined in section 3.59; or*
- (c) *anything that the local government provides to a particular person, for a fee or otherwise, in the performance of a function that it has under any written law; or*
- (d) *any other disposition that is excluded by regulations from the application of this section.*

**Policy Implications:** Nil

**Financial Implications:**

Nil, blocks have not sold and Council does not normally budget for the income from the sale of these blocks.

**Strategic Implications:** Nil

**Recommendations:**

That Council reduces the listed selling price of 2 and 4 Plover street from \$45,000 to \$35,000.

**Voting Requirements:** Simple majority

## GOVERNANCE, AUDIT AND COMMUNITY SERVICES

### 10.2.08 – Rear Fence Honeyman Park

|                             |                                    |
|-----------------------------|------------------------------------|
| Submission To:              | Ordinary Council                   |
| Location/Address:           | Honeyman Park Yealering            |
| Name of Applicant:          | Tom Williamson                     |
| File Reference:             | PR.MAI.1907                        |
| Author:                     | Mark Hook, Chief Executive Officer |
| Disclosure of any Interest: | Nil                                |
| Date of Report:             | 13 <sup>th</sup> May 2021          |

**Enclosure/Attachments:** Nil

#### Summary:

Council is being requested to fence the back of Honeyman Park in Yealering at a cost of \$2,000.

#### Background:

The owners of the Yealering Hotel have advised the CEO that they wish to fence the back of the Yealering Hotel block with a colour bond fence to match the existing fence at the side of the Hotel. Council owns the block adjacent to the Hotel and it is part of Honeyman Park. The owners of the Yealering Hotel have offered to continue the fencing through to Honeyman Park at a cost of \$2,000 to Council.

Following is a picture showing both properties.



#### Comments:

The fence at the back of Honeyman Park is an old tin fence that is in total disrepair and the tin is falling off the existing metal frame.



Following are photos of the fence in its current state.



The fence needs replacing at a cost of \$2,000. While the fencing contractor is doing the hotels fence it seems reasonable and a new fence would uplift the back laneway. The back of the block is not used by council as Honeyman Park is fenced halfway as shown in the above photos. However this would allow for the Hotel block to be fully fenced off.

**Statutory Environment:** *Local Government Act 1995*

**Policy Implications:** Nil

**Financial Implications:** Cost of the fence is \$2,000

**Strategic Implications:** Nil

**Recommendations:**

That Council advise the Yealering Hotel Owners that Council is willing to pay \$2,000 for the fencing at Lot 5 Dalton Street known as Honeyman Park.

**Voting Requirements:** Simple majority

GOVERNANCE, AUDIT AND COMMUNITY SERVICES**10.2.09 – Albert Facey Homestead Committee Recommendations**


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|                                    |  |
|------------------------------------|--|
| <b>Submission To:</b>              | <b>Ordinary Council</b>                      |
| <b>Location/Address:</b>           | <b>Whole Shire</b>                           |
| <b>Name of Applicant:</b>          | <b>Mark Hook, Chief Executive Officer</b>    |
| <b>File Reference:</b>             | <b>CR.MEE.208</b>                            |
| <b>Author:</b>                     | <b>Mel Martin, Executive Support Officer</b> |
| <b>Disclosure of any Interest:</b> | <b>Nil</b>                                   |
| <b>Date of Report:</b>             | <b>5 May 2021</b>                            |

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**Enclosure/Attachments:** Nil

**Background:**

The Albert Facey Homestead Committee meeting was held on Monday 3 May 2021.

**Comments:**

The Albert Facey Homestead Committee meeting was held on Monday 3 May 2021 and passed the following recommendation:

**Moved K Rushton / Seconded A Lansdell**

That a sign be placed at Harrismith directing people to the Albert Facey Homestead.

**Carried 6/0**

**Statutory Environment:** Nil

**Policy Implications:** Nil

**Financial Implications:** Nil

**Strategic Implications:** Nil

**Recommendation:**

That a sign be placed at Harrismith directing people to the Albert Facey Homestead.

**Voting Requirements:** Simple majority

GOVERNANCE, AUDIT AND COMMUNITY SERVICES**11. President's Report**

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|                                    |                                 |
|------------------------------------|---------------------------------|
| <b>Submission To:</b>              | <b>Ordinary Council</b>         |
| <b>Location/Address:</b>           | <b>Whole Shire</b>              |
| <b>Name of Applicant:</b>          | <b>Julie Russell, President</b> |
| <b>File Reference:</b>             | <b>GO.COU.5</b>                 |
| <b>Author:</b>                     | <b>Julie Russell, President</b> |
| <b>Disclosure of any Interest:</b> | <b>Nil</b>                      |
| <b>Date of Report:</b>             | <b>May 2021</b>                 |

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To be tabled.

**Recommendations:**

That council note the President's report dated May 2021.

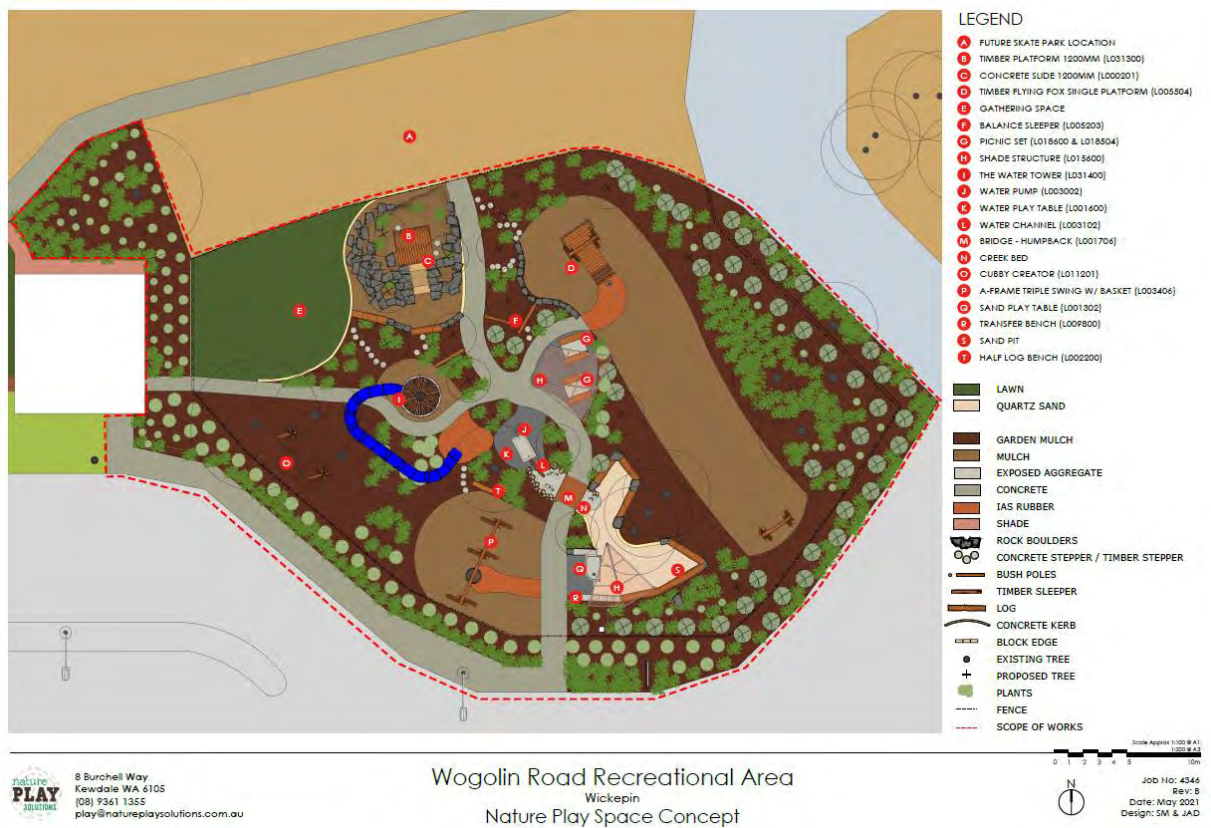
**Voting Requirements:** Simple majority

## 12. Chief Executive Officer's Report

|                                    |   |
|------------------------------------|---|
| <b>Submission To:</b>              | <b>Ordinary Council</b>                   |
| <b>Location/Address:</b>           | <b>Whole Shire</b>                        |
| <b>Name of Applicant:</b>          | <b>Mark Hook, Chief Executive Officer</b> |
| <b>File Reference:</b>             | <b>CM.REP.2</b>                           |
| <b>Author:</b>                     | <b>Mark Hook, Chief Executive Officer</b> |
| <b>Disclosure of any Interest:</b> | <b>Nil</b>                                |
| <b>Date of Report:</b>             | <b>13 May 2021</b>                        |

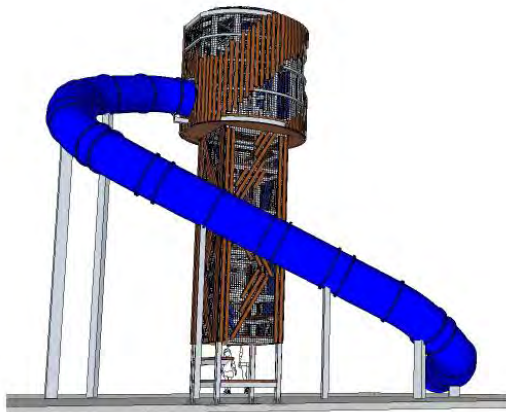
### Wogolin Road Recreational Area

The CEO, DCEO and Manger of Works held an onsite meeting with representatives from Natureplay to discuss the construction of the Wogolin Road Recreational Area. Following is the redesign of the area due to the Skate Park not being part of this stage of construction. Following is the amended design for the Wogolin Recreational Area. The proposed schedule for the Wogolin Recreational area is that construction has started on all the equipment, they will be ready for installation end of July 2021, and then there will be around a eight to ten weeks installation.

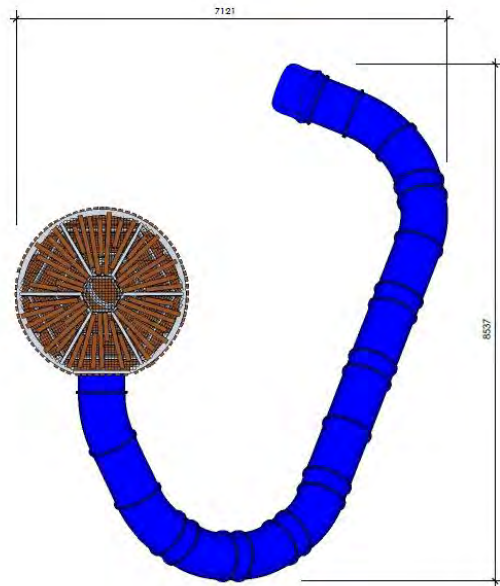




# WATER TOWER L031400

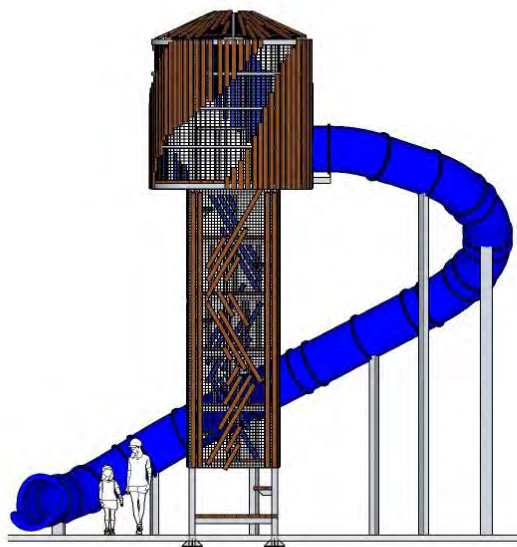


1 EQUIPMENT ASSEMBLY  
Scale: NTS

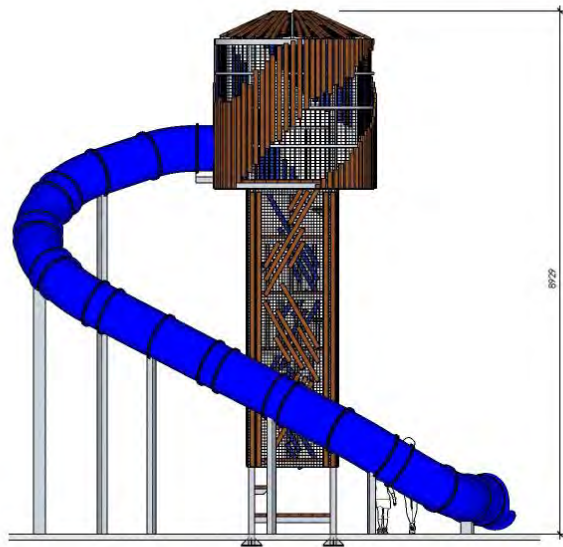


2 TOP VIEW  
Scale: 1:50 @ A3

# WATER TOWER L031400



2 LEFT VIEW  
Scale: 1:50 @ A3



3 RIGHT VIEW  
Scale: 1:50 @ A3

### Wickepin Swimming Pool

During the capital works being undertaken at the Wickepin Swimming Pool the following items have been found requiring to be repaired or replaced. They are needing to be attended too prior to the next swimming season as they are part of the pool water filtration and pumping systems.

#### Inclusions

|                                   |             |
|-----------------------------------|-------------|
| Supply Check Valves in plant room | \$ 450.00   |
| Supply Lever Valves               | \$ 3,376.50 |
| Supply new Filter Air valves      | \$ 210.00   |
| Sand test of Filters              | \$ 230.00   |
| Labour and installation           | \$ 1,650.00 |

|                          |                   |
|--------------------------|-------------------|
| Total Quotation exc. GST | <u>\$5,916.50</u> |
|--------------------------|-------------------|

#### **10% GST**

|                                 |                          |
|---------------------------------|--------------------------|
| <b>Total Quotation incl.GST</b> | <b><u>\$6,508.15</u></b> |
|---------------------------------|--------------------------|

#### NOTE

**Balance tank works including foot valves are not priced within this quotation.**

If Foot valves require servicing, or replacement an additional quotation will be required. We will advise the state of the foot valves upon inspection.

#### Not Included

Accommodation

The CEO has authorised the additional works at the swimming pool under the swimming pool maintenance budget.

### Manager of Works

The Shire of Cuballing requested assistance from the Manager of Works for works to be undertaken at an intersection in the Cuballing Shire. The CEO has agreed to allow the Manager of Works to aid the Shire of Cuballing on this intersection works. The Manager of Works will be on and off at the Shire of Cuballing for around two weeks.

### Aged Units – Johnston Street

Plumbing works has commenced at the Aged unit site in Johnston Street. Works have temporally halted as the plumber has hit rock while digging in the pipe work to install connection to the sewerage system. So an excavator will need to be hired to try and break the rock.

### Wickepin Town Hall

The roof at the Wickepin Hall should be completed by the 13<sup>th</sup> May 2021.

### Community Development Officer

Interviews were held on the 4<sup>th</sup> May 2021 to employ a new Community Development Officer. After holding the interviews the CEO appointed Samantha Dalmasson to the position of Community Development Officer. Samantha has advised that her starting date with the Shire of Wickepin will be the 31<sup>st</sup> May 2021. Samantha will reside in Wickepin and is looking forward to being part of the Wickepin Community.

### MEETINGS ATTENDED

|                   |                                  |
|-------------------|----------------------------------|
| <b>April 2021</b> |                                  |
| 22 <sup>nd</sup>  | Grants Commission                |
| 27 <sup>th</sup>  | Jeff Henderson WALGA             |
| <b>May 2021</b>   |                                  |
| 2 <sup>nd</sup>   | Albert Facey Homestead Committee |
| 2 <sup>nd</sup>   | Edwards Motors                   |
| 4 <sup>th</sup>   | CDO Interviews                   |
| 5 <sup>th</sup>   | Lifestyle Retirement Committee   |
| 6 <sup>th</sup>   | Nature Play                      |
| 6 <sup>th</sup>   | Anglo American Mining            |
| 12 <sup>th</sup>  | Carol Redford - Astro Tourism    |

### DELEGATIONS

| No. | Delegation Name                          | Delegation To | Delegation Exercised  | When Exercised | Persons Affected |
|-----|--|---------------|---|----------------|------------------|
| A1  | Cheque Signing and Account Authorisation | CEO           | Payment of Accounts<br>Refer to FM report item 10.2.01 List of Accounts |                | CEO, FM          |
| A2  | Septic Tank Application Approvals        | EHO           | WA KAOLIN   | 04/05/2021     | CEO              |
| A3  | Building Approvals                       | BO            | 2021009 – Smith St, Wickepin  | 08/04/2021     | CEO              |
| A4  | Road Side Advertising                    | CEO           |   |                |                  |
| A5  | Application for Planning Consent         | CEO           |   |                |                  |
| A6  | Appointment and Termination of Staff     | CEO           |   |                |                  |
| A7  | Rates Recovery – Instalment Payments     | CEO           |   |                |                  |
| A8  | Issue of Orders                          | CEO           |   |                |                  |
| A9  | Legal Advice                             | CEO           |   |                |                  |
| A10 | Permits to Use Explosives                | CEO           |   |                |                  |
| A11 | Street Stalls                            | CEO           |   |                |                  |

|            |  |            |   |  |            |
|------------|--|------------|---|--|------------|
| <b>A12</b> | <b>Liquor Consumption on Shire Owned Property</b>      | <b>CEO</b> |   |  |            |
| <b>A13</b> | <b>Hire of Community Halls / Community Centre</b>      | <b>CEO</b> | WCC - Wickepin Football Club<br>WCC – Yoglates<br>Wickepin Hall – WA KAOLIN<br>WCC – Wickepin Netball Club<br>WCC-Wickepin Primary School<br>WCC – Wickepin Netball Club<br>Wickepin Playgroup – Private Function<br>Yealering Town Hall – Private Function<br>WCC – CRC<br>Yealering Hall – Yealering Progress | 15/04/2021<br>16/04/2021<br>22/04/2021<br>27/04/2021<br>03/05/2021<br>10/05/2021<br>11/05/2021<br><br>12/05/2021<br><br>12/05/2021<br>13/05/2021 | <b>CEO</b> |
| <b>A14</b> | <b>The Food Act 2008 and the Food Regulations 2009</b> | <b>CEO</b> |   |  |            |
| <b>A15</b> | <b>The Public Health Act 2016</b>                      | <b>CEO</b> |   |  |            |

**Recommendations:**

That Council note the Chief Executive Officer's report dated 13 May 2021.

**Voting Requirements:**

Simple majority

**13. Notice of Motions for the Following Meeting**

**14. Reports and Information**

**15. Urgent Business**

**16. Closure**

There being no further business the Presiding Officer declared the meeting closed at        pm.