



A Fortunate Place

Shire of Wickepin

Minutes

Ordinary Meeting of Council

Council Chambers, Wickepin

16 June 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 16 June 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

11 June 2021

Time Table

12.00pm	Lunch
1.00pm	Governance, Audit & Community Services Meeting
2.00pm	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**

Any member of the public wishing to participate in Public Question Time during Council or Committee meetings is welcome to do so; however, Council requires your name, address and written questions to be provided to the meeting secretary.

NAME:

SIGNATURE:

ADDRESS:

TELEPHONE:

MEETING/DATE:

NAME OF ORGANISATION REPRESENTING (if applicable):

QUESTION:

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 an Ordinary Meeting of Council held in Council Chambers, Wickepin
Wednesday 16 June 2021 commencing @ 3.30pm**

The President declared the meeting open at 3.35pm.

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	Lara Marchei
David Wood	Manager – Anglo American’s 2021 Exploration Program
Andrew Nolan	Communities Specialist – Anglo American’s 2021 Exploration Program
Evelyn Mevine	Senior Geo Scientist – Anglo American’s 2021 Exploration Program
Ray Lewis	Member of Public

Leave of Absence (Previously Approved)

Apologies

2. Public Question Time

Anglo American Exploration

David Wood and Andrew Nolan presented a brief outline of Anglo 2021 exploration program, which reaches from north of Cunderdin and south to Dumblebung and Wagin, and includes 67 parcels of land within the Shire of Wickepin.

Their 2021 – 2022 exploration work program includes heli-surveying to gather geophysical data to assist in geological mapping and mineral targeting, and aircore drilling on select properties to improve geological knowledge across the region.

Ray Lewis

Ray questioned council on the following:

Short Term Accommodation – Council advised that a masterplan for the Wickepin Caravan Park is to be included in the 2021/22 budget estimates.

Wickepin Hotel – Ray suggested a community conglomerate to purchase the Wickepin Hotel if it were to go on the market again and whether council would be able to contribute financially. Cr Russell advised that council will not purchase a business but could possibly contribute by way of financial grant funding to the refurbishment, etc.

Andrew Nolan, David Wood, Evelyn Mevine and Ray Lewis left the meeting at 4.10pm.

3. Applications for Leave of Absence/Apologies

Resolution No 160621-01

Moved Cr W Astbury / Seconded Cr N Astbury

That Council approve Cr Hyde leave of absence for the July 2021 Council meeting.

Carried 7/0

4. Petitions, Memorials and Deputations

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

Item	Item Title	Councillor/Officer	Interest	Reason
10.2.09	2021/22 Community Grants	Cr Alan Lansdell	Financial	Committee member of Wickepin District Sports Club and Wickepin Bowling Club

6. Confirmation of Minutes

Ordinary meeting of council – Wednesday 19 May 2021.

Resolution No 160621-02

Moved Cr Allan / Seconded Cr Mearns

That the minutes of the Ordinary meeting of council held on Wednesday 19 May 2021 be confirmed as a true and correct record.

Carried 7/0

7. Receival of Minutes

RECEIVAL OF MINUTES

7.1 - Townscape & Cultural Planning Committee

Submission To:	Ordinary Council
Location/Address:	Whole Shire
Name of Applicant:	Mel Martin, Executive Services Officer
File Reference:	CR.MEE.206
Author:	Mel Martin, Executive Services Officer
Disclosure of any Interest:	Nil
Date of Report:	9 June 2021

Enclosure/Attachments:

Minutes of the Townscape & Cultural Planning Committee meeting held on Wednesday 2 June 2021.

Background:

The Townscape & Cultural Planning Committee meeting was held on Wednesday 2 June 2021.

Summary:

Council is being requested to receive the Townscape & Cultural Planning Committee meeting minutes held on Wednesday 2 June 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 Townscape & Cultural Planning Committee meeting held on Wednesday 2 June 2021 be received.

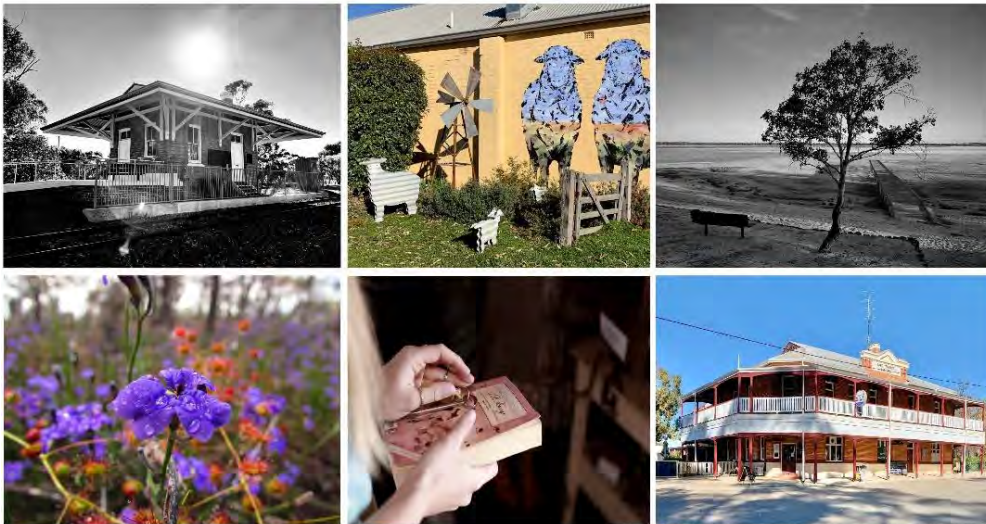
Voting Requirements: Simple majority.

Resolution No 160621-03

Moved Cr Hyde / Seconded Cr Allan

That the minutes for the Townscape & Cultural Planning Committee meeting held on Wednesday 2 June 2021 be received.

Carried 7/0



A Fortunate Place

Shire of Wickepin

Minutes

Townscape & Cultural Planning Committee
Council Chambers, Wickepin

2 June 2021



Notice of a Townscape and Cultural Planning Committee Meeting

Please note that the next Townscape and Cultural Planning Committee Meeting of the Shire of Wickepin will be held on Wednesday 2 June 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.

A handwritten signature in blue ink, appearing to read "Mark J Hook", is written over a horizontal red line.

Mark J Hook
Chief Executive Officer

27 May 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.

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Terms of Reference

1. Name

Townscape and Cultural Planning Committee

2. Members

Cr Fran Allan

Cr Allan Lansdell

Cr John Mearns

Kym Smith

Sue Astbury

Ted Astbury

Tim Cowcher

Kevin Coxon

Annika Miller

3. Objectives

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

The Townscape and Cultural Planning Committee has no delegated authority.

The main functions of the Committee are to:

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

4. Scope/Jurisdiction

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

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

5. Appointment of Committee Members

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

6. Appointment of Committee Chair

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

7. Meeting Frequency

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

Meeting dates for 2021 are as follows:

Day	Date	Time
Wednesday	3 March	9.30am
Wednesday	2 June	9.30am
Wednesday	1 September	9.30am
Wednesday	3 November	9.30am

8. Related Policies/Bylaws: Nil.

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MEETING/DATE:
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**Minutes of a Townscape and Cultural Planning Committee Meeting held in Council Chambers,
Wickepin, Wednesday 2 June 2021 at 9.30am**

As there was no Chairperson the CEO declared the meeting open at 9.39am.

CEO Mark Hook welcomed and introduced Sam Dalmasson to the Shire of Wickepin as the new Community Development Officer.

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

Fran Allan	Councillor
Allan Lansdell	Councillor
John Mearns	Councillor
Sue Astbury	Member
Annika Miller	Member

Mark Hook	Chief Executive Officer
Sam Dalmasson	Community Development Officer
Mel Martin	Executive Support Officer

Apologies

Kym Smith	Member
Ted Astbury	Member
Kevin Coxon	Member

Leave of Absence (Previously Approved)

2. Public Question Time

3. Applications for Leave of Absence/Apologies

4. Petitions, Memorials and Deputations

4.1 Election of Chairperson

The CEO called for nominations for Chairperson.

Kym Smith nominated Sue Astbury, Sue declined the nomination.

As there were no more nominations for Chairperson, CEO Mr Mark Hook remain as Chairperson for this meeting and that a Chairperson be elected at the next Townscape meeting.

5. Declarations of Members' and Officers' Interest

6. Confirmation of Minutes

Townscape and Cultural Planning Meeting – 3 March 2021

Moved Cr F Allan / Seconded S Astbury

That the minutes of the Townscape and Cultural Planning Committee held on 3 March 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	Officer	Progress	Status	Comment
Historical Sites Signage	CDO	That council purchases signage for 2 historically significant sites – to be nominated in consultation with the Wickepin History Group and that signage to be designed and manufactured to the Shire of Wickepin specifications.	✓	Signs ordered. Waiting on History Group to advise placement of Jerusalem Settlement sign. The Jerusalem sign has arrived and are still waiting on the Tincurrin sign.
Directional Signage – Old Cemetery Wickepin	CDO	That council updates the directional road signage on Old Cemetery Road in accordance with council's Policy 8.1.14.	✓	Signs installed.

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

○ = in progress ✓ = completed ✕ =superseded

8. Notice of Motions of Which Notice Has Been Given

9. Receipt of Reports & Consideration of Recommendation

Cr John Mearns – Ignite Wicky

Cr Mearns gave a brief report on a recent Ignite Wicky meeting he attended. Ignite Wicky intend to host a large event in Wickepin, preferably in October and aim to have over 1000 attendees. The event will incorporate a sundowner and potentially coincide with the Wogolin Road Recreation area opening.

10. Notice of Motions for the Following Meeting

11. Reports & Information

11.1.01 – Proposed Gazebo at Facey Homestead

Submission To:	Townscape & Cultural Planning Committee
Location/Address:	Wogolin Road
Name of Applicant:	Mark Hook, Chief Executive Officer
File Reference:	CR.MEE.206
Author:	Mark Hook, Chief Executive Officer
Disclosure of any Interest:	Nil
Date of Report:	18 May 2021

Enclosure/Attachments:

Summary:

The Townscape Committee are being requested to support the construction of a Gazebo near the Albert Facey Homestead.

Background:

The CEO has received the following letter from Caroline Coates.

Proposal as requested by Gulao Russel
to Caroline C17.3.21

for idea of Pavilion / Rotunda, as
suitable for Haul Spinnars
Poets
Artists
Lecturers,
etc eg Weddings.

Here with 2 examples

could be locally produced and
designed to be tailored to suit
Facey Hse,

with garden landscaped to accommodate
audience.

Pavilion should have one side at
least providing wind shield, seating
bench style round walls.

eg Northam Arts Festival where
Cambridge Don Poet John Kinsella etc
gave poetry performances.

Caroline - 98881870

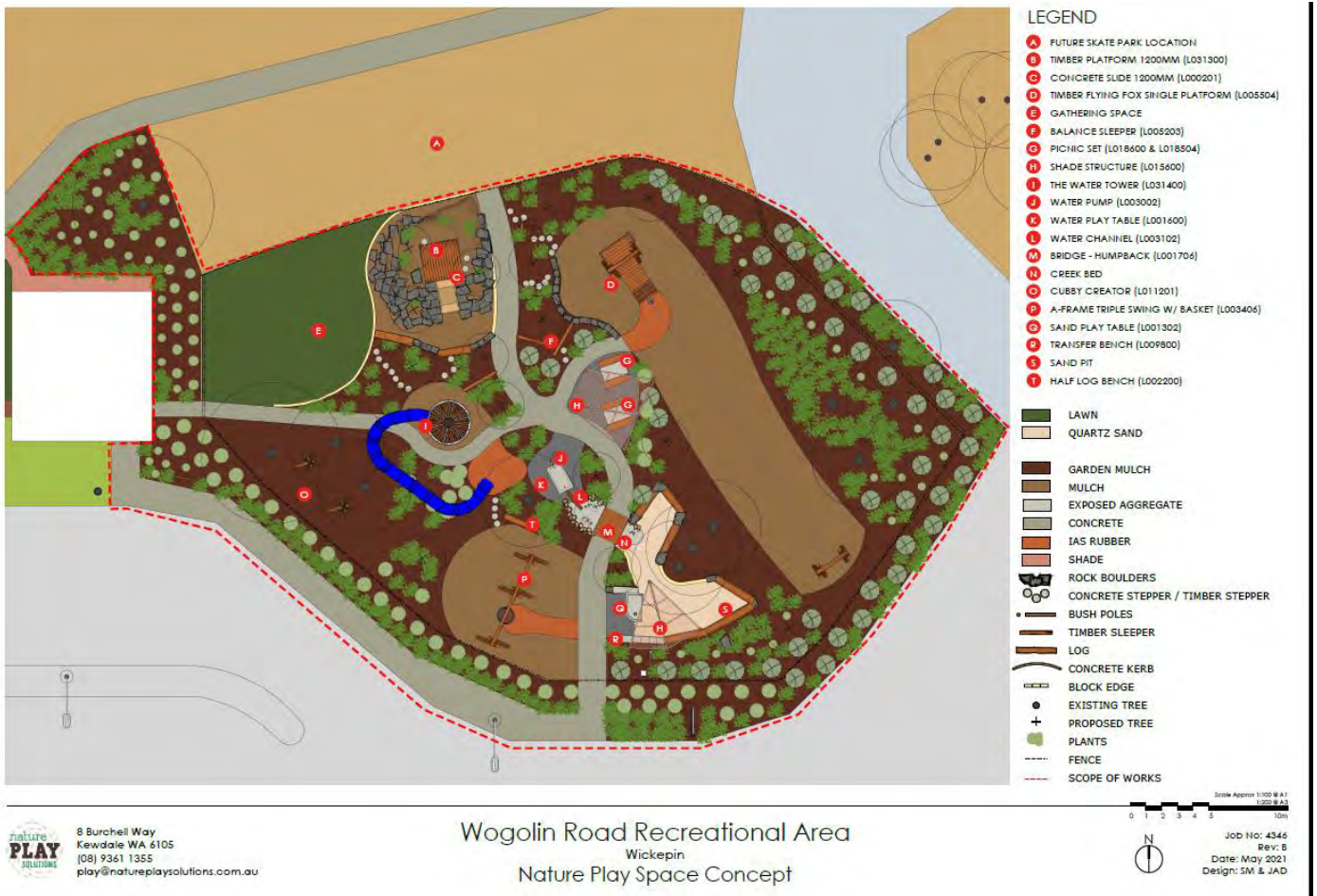
Pavilion Proposal For Facey Homestead

Can be used for Arts, Festivals Community or
private gatherings



Comments:

The area on the east side of the public toilets will be redesigned shortly with the Wogolin Road Recreational Area as shown below and this will include areas for a gathering place (item E).



The Townscape Committee will also need to decide on a new location for the Blue Tree as this will need to be removed for the Wogolin Recreation Area.

Statutory Environment: Nil

Policy Implications: Nil

Financial Implications: Nil

Strategic Implications: Nil

Recommendations:

That the Townscape Committee receive the letter.

Voting Requirements: Simple majority.

Moved Cr J Mearns / Seconded A Miller

That the Townscape Committee receive the letter.

Carried 5/0

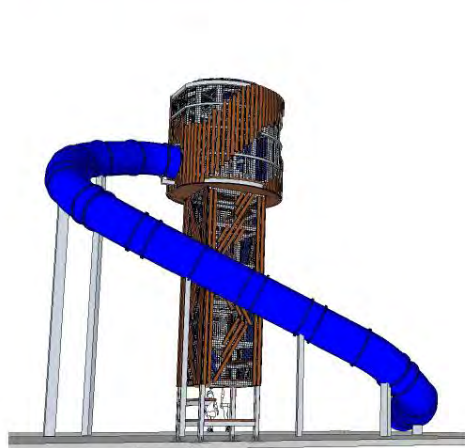
11.1 Other matters raised by members

Wogolin Road Recreational Area

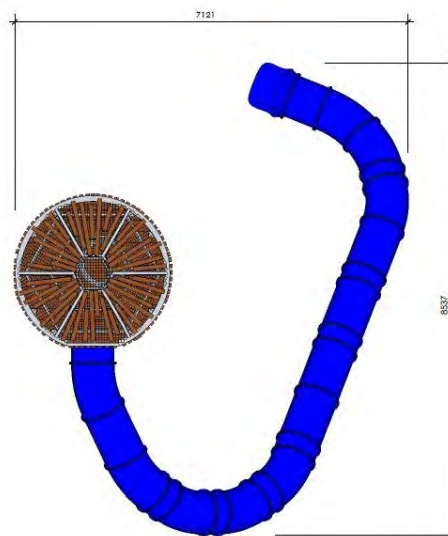
The CEO, DCEO and Manger of Works held an onsite meeting with representatives from Natureplay to discuss the construction of the Wogolin Road Recreational Area. Following is the redesign of the area due to the Skate Park not being part of this stage of construction. Following is the amended design for 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 an eight to ten weeks installation.



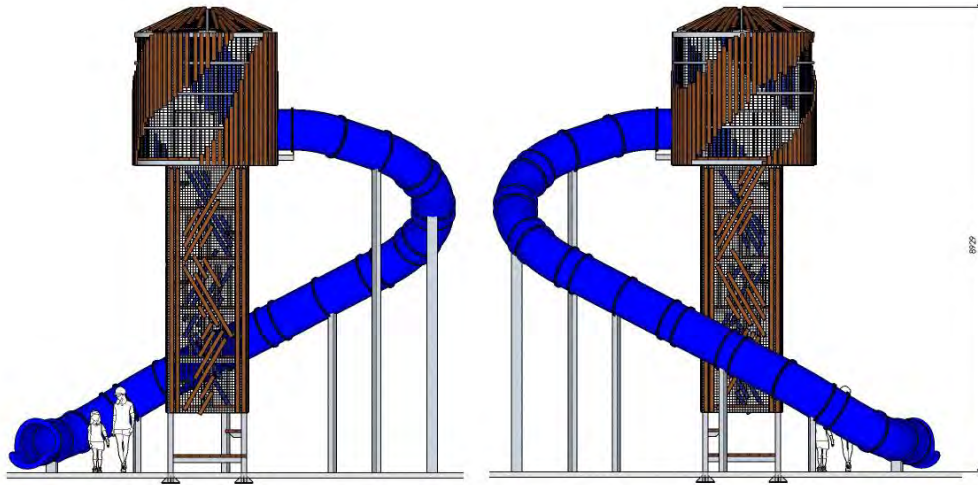
WATER TOWER L031400



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

War Memorial Upgrade

At the February 2021 council meeting, council resolved the following:

Resolution No 170221-11

Moved Cr W Astbury / Seconded Cr Mearns

1. That Council authorise the CEO signing the letter of agreement for the Department of Veterans Affairs Saluting Their Service Commemorative grants Program – 2020-2021.

2. That Council budget \$33,978 in the 2021/2022 Budget Estimates for the Saluting Their Service project as outlined in the Department of Veterans Affairs Saluting Their Service Commemorative grants Program–2020-2021 at the Wickepin War Memorial.

Carried 6/0

On Friday 9 April, 2021, an email was received from Darren West MLC confirming their election pledge of \$24,000 for the upgrade of the Wickepin War Memorial – Honour Roll Project.

Total cost of the project is \$33,978. A grant of \$10,000 has been received from the Department of Veterans Affairs Saluting Their Service Commemorative Grants Program 2020-2021 which means the project will be entirely funded by grant monies and Council will no longer need to budget \$33,978 in the 2021/22 budget estimates.

Stefie Green will manage the upgrade project, in consultation with the CDO.

Kym Smith

Lake Yealering Croquet Club sign needs replacing.

**Moved A Miller / Seconded Cr A Lansdell**

That the Lake Yealering Croquet Club sign be put in the budget estimates to be replaced.

Carried 5/0

CEO will contact Kym Smith to locate original photos.

Sue Astbury – Harrismith Entrance Sign

Sue advised that the Harrismith Townsite entrance sign on the North side of the railway line needs to be replaced.

Sue also stated that it is good to see the Harrismith Hall in use.

CEO – Mark Hook

CEO asked if anyone knew the whereabouts of The Fence Road sign that is situated on Fence Road. Sue Astbury thought it may have went missing when the Road was upgraded. Sue will continue to investigate and see if she can locate the sign.

Cr Fran Allan – Yealering Lake

Cr Allan gave a brief report regarding feedback she has received in relation to Yealering Lake. Residents in Yealering are happy with Lake Yealering however there have been some concerns that the wall on the far side of the lake is crumbling. CEO advised that he has not been notified of any structural damage.

Cr Allan Lansdell – Wickepin Winter Weekend

Cr Lansdell is concerned that Wickepin may not be able to accommodate all attendees for the Wickepin Winter Wonderland weekend.

CEO advised that the Caravan Park House is vacant and the sports oval will be able to accommodate all attendees. CEO advised the only concern would be the number of people allowed in the Hall which currently has a maximum capacity of 200.

Cr Lansdell also commended the work that has been carried out at the Wickepin Golf course. However he believes the trees/shrubs around town need to be maintained better. He also stated that the 3 trees near the Wickepin Town Hall have died and asked if they could be removed. CEO advised he will assess the trees and remove if necessary.

Cr John Mearns

Cr Mearns raised concerns in relation to the information board and asked if it could be replaced and relocated to the Wickepin Townsite.

Moved Cr J Mearns / Seconded Cr A Lansdell

That the Information board on Tank Road be restored and placed in the Wickepin Townsite.

Carried 5/0

Sam Dalmasson

Sam addressed the Committee and looks forward to working with them in the future.

12. Urgent Business

13. Closure

The next Townscape and Cultural Planning Committee meeting will be held on Wednesday 1 September 2021 commencing at 9.30am.

There being no further business the Chairperson declared the meeting closed at 11.05am.

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. A display cabinet be purchased to house the hand pieces.	○ ○	Still to be undertaken. CDO to look at style and cost of cabinet.
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.
1128-190521 - 07	Chief Executive Officer – Annual Performance Appraisal 2021	CEO	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.	✓	Completed.
1129-190521 - 08	Noongar Heritage Agreement for Local Government	CEO	That the Shire of Wickepin advises the WALGA Central Country Zone that it agrees with the listed	✓	WALGA advised.

			recommendations being put to the WALGA CCZ Meeting on Friday 25 June 2021.		
1130-190521 – 09	Donation – Karli Martin Country Week	CEO	That Council sponsor \$120.00 to Karli Martin to attend Country Week 2021.	✓	Letter sent 20/05/2021.
1131-190521 - 10	Listing Price for 2 and 4 Plover Street Wickepin	CEO	That Council retain the selling price of 2 and 4 Plover street at \$45,000 with all offers to be considered.	✓	Completed.
1132-190521- 11	Rear Fence Honeyman Park	CEO	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.	✓	CEO has spoken to Tom Williamson and authorised the fencing to proceed.
1133-190521 - 12	Albert Facey Homestead Committee Recommendations	CEO	That a sign be placed at Harrismith directing people to the Albert Facey Homestead.	○	In progress.

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

Submission To:	Ordinary Council
Location/Address:	Whole Shire
Name of Applicant:	Manager Works & Services, Gary Rasmussen
File Reference:	CM.REP.1
Author:	Manager Works & Services, Gary Rasmussen
Disclosure of any Interest:	Nil
Date of Report:	10 June 2021

Enclosure/Attachments: Nil

Summary:

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

Background: Nil

Comments:

Programmed Construction Works

- Bin Road – White lines to be marked.
- Water harvesting at Wickepin Caravan Park drain – The area has been excavated.
- Toolibin North Road – Completed.
- Tincurrin North Road – Completed.
- 84 Gate Road – Completed.
- Wickepin/Yealering footpath kerb – Completed.

Maintenance Works

- Maintenance Grader – Colin Plumb is in the centre 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.
- Western Power line tree pruning:
 - Harrismith – Completed
 - Yealering – Completed
 - Wickepin – In progress
- Wickepin townsite streets and caltrop spraying – Completed.
- Sealed roads spraying- at 60 % and targeting bridal creeper.

Plant and Equipment

- General servicing.

Other Information

- Conplant - Combination roller will be delivered in June 2021.
- Fuzo trucks – Tipper truck due to be delivered in July 2021.
- Culvert on Wickepin Harrismith Road 4290157 SLK . 5.92 – Have received a design from the consultant and currently working on costings.
- Depot shed – Mechanic is currently constructing the shed.

30 Years of Service – Mr Peter Bransby

I would also like to congratulate Mr Peter Bransby ‘Donk’ on reaching 30 years of service for the Shire of Wickepin. You’re a great co-worker who makes the workplace enjoyable. Happy work anniversary, this is an impressive achievement. A great employee like you is valuable for both the Shire as well as co-workers.

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 10 June 2021.

Voting Requirements: Simple majority

Resolution No 160621-04**Moved Cr Mearns / Seconded Cr Allan**

That the CEO writes to Main Roads WA expressing council’s concerns regarding the worsening condition of sections of the Williams-Kondinin Rd between Wickepin and Narrogin.

Carried 7/0**Resolution No 160621-05****Moved Cr Hyde / Seconded Cr Allan**

That council notes the report from the Manager of Works and Services dated 10 June 2021.

Carried 7/0

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

Submission To:	Ordinary Council
Location / Address:	Whole Shire
Name of Applicant:	Erika Clement – Deputy Chief Executive Officer
File Reference:	FM.FR.1212
Author:	Dianne Barry – Finance Officer
Disclosure of any Interest:	Nil
Date of Report:	9TH June, 2021

Enclosure/Attachments: Nil

Summary:

List of accounts remitted during the period from 1 May 2021 to 31 May 2021.

Municipal Account	Vouchers	Amounts
EFT	11419-11459 11463-11499	\$ 667,059.50
Cancelled Batch		
Bpay	63130521	\$ 575.26
Cheques	15753 - 15755	\$ 13,703.25
Payroll	May	\$ 78,282.00
Superannuation	May	\$ 12,339.99
Credit Card	May	\$ 0.00
Direct Deductions	May	\$ 1,336.45
Licensing	May	\$ 14,778.95
	May Total	\$ 788,075.40
Trust		
EFT	11460 - 11462	\$ 6,664.81
Cheques		0.00
	May Total	\$ 6,664.81
	Total for May	\$ 794,740.21

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 \$794,740.21 for May 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

Resolution No 160621-06**Moved Cr Hyde / Seconded Cr Lansdell**

That council acknowledges that payments totalling \$794,740.21 for May 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.

Carried 7/0

<u>List of Accounts Due & Submitted to Council</u>					
<u>31st May, 2021</u>					
Chq/EFT	Date	Name	Description	Trust	Muni
EFT11461	18/05/2021	SHIRE OF WICKEPIN	BSL COMMISSION APRIL 2021	\$ 10.00	
EFT11462	24/05/2021	WICKEPIN COMMUNITY RESOURCE CENTRE	UNUSED SPONSORSHIP FOR YEALERING REGATTA	\$ 4,045.45	
EFT11460	18/05/2021	BUILDING & ENERGY DEPT MINES	BSL APRIL 2021	\$ 2,609.36	
			TOTALS TRUST	\$ 6,664.81	
EFT11419	10/05/2021	AUSTRALIAN TAXATION OFFICE	BAS APRIL 2021		\$ 6,212.00
EFT11420	13/05/2021	AUSTRALIA POST	ACCOUNT APRIL 2021		\$ 23.24
EFT11421	13/05/2021	AIR LIQUIDE WA PTY LTD	GAS CYLINDER RENTAL 1/4/21-30/4/21		\$ 68.72
EFT11422	13/05/2021	AD ENGINEERING PTY LTD	SPEED TRAILER ANNUAL FEE 1/5/2021-30/4/2022		\$ 528.00
EFT11423	13/05/2021	AMPAC DEBT RECOVERY (WA) PTY LTD	DEBT RECOVERY COSTS APRIL 2021		\$ 1,725.98
EFT11424	13/05/2021	AFGRI EQUIPMENT AUSTRALIA PTY LTD	FUEL/OIL FILTERS & MOWER BLADES		\$ 828.84
EFT11425	13/05/2021	PETER DENTON	TREES		\$ 255.00
EFT11426	13/05/2021	LANDGATE	RURAL UV GENERAL REVALUATION 2021/2022		\$ 5,665.80
EFT11427	13/05/2021	DYNAMIC POOLS AUSTRALIA PTY LTD	SWIMMING POOL REPAIR - PROGRESS CLAIM 1		\$ 13,897.84
EFT11428	13/05/2021	EWEN RURAL SUPPLIES	ACCOUNT APRIL 2021		\$ 2,319.94
EFT11429	13/05/2021	EASIFLEET	FACEY GROUP VEHICLE LEASE		\$ 460.56
EFT11430	13/05/2021	EFIRE & SAFETY	FIRE EQUIPMENT SERVICE MAY 2021		\$ 2,405.70
EFT11431	13/05/2021	ERIKA CLEMENT	RAV PERMIT		\$ 150.00
EFT11432	13/05/2021	AC & EJ FULFORD & CO	GRAVEL STOCKPILING		\$ 16,148.00
EFT11433	13/05/2021	FOWLER SURVEYS	PROVIDE SET OUT DURING CONSTRUCTION CLAIM 5		\$ 1,099.56
EFT11434	13/05/2021	GREAT SOUTHERN FUEL SUPPLIES	FUEL ACCOUNT APRIL 2021		\$ 16,150.80
EFT11435	13/05/2021	HANCOCKS HOME HARDWARE	ART & CRAFT BUILDING - 5 KEYS CUT		\$ 20.00
EFT11436	13/05/2021	J R & A HERSEY PTY LTD	SAFETY GLASSES, GLOVES, EAR PLUGS, HEDGE SHEAR		\$ 801.23
EFT11437	13/05/2021	ELIZABETH HEFFERNAN	CLEANING - ALBERT FACEY HOMESTEAD		\$ 50.00
EFT11438	13/05/2021	HARE & FORBES	SYNTHETIC CUTTING FLUID		\$ 49.50
EFT11439	13/05/2021	JASON SIGNMAKERS	NEW JERUSALEM SIGN WITH POST		\$ 682.97
EFT11440	13/05/2021	NARROGIN TYRE SERVICE	STRIP/FIT TYRE, TUBE		\$ 451.00
EFT11441	13/05/2021	KBUILT CONSTRUCTION	PROGRESS CLAIM 6 - AGED UNITS		\$ 179,974.08
EFT11442	13/05/2021	STATE LIBRARY OF WA	FREIGHT RECOUP 2020/21 - WICKEPIN LIBRARY		\$ 318.91
EFT11443	13/05/2021	MARKETFORCE PRODUCTIONS	CDO POSITION ADVERT 1/4/21		\$ 57.82
EFT11444	13/05/2021	GS & B MADEJ BRICKLAYING	CONSTRUCT FLOODWAY - BIN ROAD		\$ 50,649.50
EFT11445	13/05/2021	GREAT SOUTHERN WASTE DISPOSAL	RUBBISH COLLECTION ACCOUNT APRIL 2021		\$ 7,834.07
EFT11446	13/05/2021	NARROGIN LIQUOR STORE	REFRESHMENTS COUNCIL MEETING 21/4/2021		\$ 174.48

EFT11447	13/05/2021	NATURE PLAY SOLUTIONS	CONSTRUCTION WOGOLIN RD RECREATION AREA CLAIM 1	\$ 223,403.07
EFT11448	13/05/2021	OFFICE OF REGIONAL ARCHITECTURE	DESIGN REVIEW FOR AGED UNITS	\$ 2,486.00
EFT11449	13/05/2021	PERFECT COMPUTER SOLUTIONS	DAILY MONITORING , SUPPORT	\$ 212.50
EFT11450	13/05/2021	PARRYS	PROTECTIVE CLOTHING	\$ 161.45
EFT11451	13/05/2021	REPCO	GREASE GUN, HEADLIGHT LENS RESTORER	\$ 187.15
EFT11452	13/05/2021	PETER ROBERT STRIBLING	CARAVAN PARK COMMISSION APRIL 2021	\$ 290.00
EFT11453	13/05/2021	SHIRE OF KULIN	FORTUNATE LIFE ADVERT	\$ 80.00
EFT11454	13/05/2021	SIGMA CHEMICALS	POOL BROOM, TELEPOLE, NYLON BROOM	\$ 40.15
EFT11455	13/05/2021	IAN GORDON SHEDDEN	CARAVAN PARK COMMISSION APRIL 2021	\$ 1,063.70
EFT11456	13/05/2021	SHIRE OF NARROGIN	ROAD SWEEPER WET HIRE - 15/4/21	\$ 914.60
EFT11457	13/05/2021	TOLL IPEC	FREIGHT - STATE LIBRARY, PATHWEST	\$ 32.67
EFT11458	13/05/2021	TOTAL TOOLS CANNING VALE	BATTERIES	\$ 136.40
EFT11459	13/05/2021	YEALERING AGPARTS	GAS BOTTLE 45KG	\$ 155.00
EFT11463	27/05/2021	BKS ELECTRICAL	LOCATE UNDERGROUND SERVICES	\$ 1,418.12
EFT11464	27/05/2021	BENJAMIN KITOW CONSTRUCTION	WICKEPIN HALL RE-ROOF MAIN SECTION	\$ 19,991.40
EFT11465	27/05/2021	COUNTRY PAINT SUPPLIES	PRIMER, THINNERS, CUTTING DISCS	\$ 151.80
EFT11466	27/05/2021	CONPLANT	ROLLER HIRE	\$ 4,945.60
EFT11467	27/05/2021	PETER DENTON	PLANTS AS REQUIRED	\$ 108.00
EFT11468	27/05/2021	EDWARDS HOLDEN	PURCHASE NEW VEHICLE, TRADE-IN P701	\$ 25,120.00
EFT11469	27/05/2021	EVERLON BRONZE	PLAQUE FOR HAZEL DONEY, FREIGHT	\$ 286.28
EFT11470	27/05/2021	ELDERS WICKEPIN	ROUND UP 5 X 20LITRE DRUMS	\$ 1,356.60
EFT11471	27/05/2021	ELDERS REAL ESTATE	ADVERTISING & MARKETING LOT 2 PLOVER STREET	\$ 800.00
EFT11472	27/05/2021	DEPARTMENT OF FIRE AND EMERGENCY (DFES)	ESLB 4TH QUARTER CONTRIBUTION	\$ 4,510.80
EFT11473	27/05/2021	GEOFF PERKINS FARM MACHINERY	BELT	\$ 249.82
EFT11474	27/05/2021	HANCOCKS HOME HARDWARE	SPRAYERS, NOZZLE KIT	\$ 135.28
EFT11475	27/05/2021	AG & SM HEMLEY	SUPPLY OF GRAVEL	\$ 3,300.00
EFT11476	27/05/2021	HARE & FORBES	VICE NUTS	\$ 89.10
EFT11477	27/05/2021	JASON SIGNMAKERS	TOOLIBIN SIGN AND POST	\$ 200.29
EFT11478	27/05/2021	MR/S COLIN J LANG	GRAVEL	\$ 3,300.00
EFT11479	27/05/2021	KARLI MARTIN	SPONSORSHIP COUNTRY WEEK	\$ 120.00
EFT11480	27/05/2021	NARROGIN BEARING SERVICES	BELT	\$ 86.02
EFT11481	27/05/2021	NARROGIN QUARRY OPERATIONS	ROADBASE	\$ 8,314.98
EFT11482	27/05/2021	NARROGIN BETTA HOME LIVING	DISH WASHER, INDUSTRIAL WASHING MACHINE	\$ 4,242.00
EFT11483	27/05/2021	STAR TRACK EXPRESS	FREIGHT - TOTAL TOOLS, HARE & FORBES, TRUCKLINE	\$ 242.68
EFT11484	27/05/2021	NARROGIN & DISTRICTS PLUMBING SERVICE	CISTERN. LABOUR, TRAVEL	\$ 2,027.30
EFT11485	27/05/2021	PERFECT COMPUTER SOLUTIONS	2 HP I5 DESKTOP MINI'S	\$ 2,920.00
EFT11486	27/05/2021	REPCO	CABLE TIES	\$ 63.80

EFT11487	27/05/2021	SHIRE OF WICKEPIN	ACCOMMODATION FOR SWIMMING POOL REPAIRERS	\$	790.00
EFT11488	27/05/2021	R J SMITH ENGINEERING	NUTS, MIG WIRE, THREADS	\$	111.80
EFT11489	27/05/2021	SIGMA CHEMICALS	TELEPOLE	\$	20.90
EFT11490	27/05/2021	STABILISATION TECHNOLOGY	SOIL TESTINGS	\$	313.50
EFT11491	27/05/2021	SLADE AG TECH	HYDROLOGICAL ASSESSMENT	\$	1,760.00
EFT11492	27/05/2021	SHIRE OF NARROGIN	FOOD PREMISE CERTIFICATE, INSPECTED SEPTIC SYSTEM	\$	539.68
EFT11493	27/05/2021	TOLL IPEC	FREIGHT - JASON SIGNMAKERS	\$	192.51
EFT11494	27/05/2021	THE GB & CL BAYLEY FAMILY TRUST	SUPPLY OF GRAVEL	\$	8,800.00
EFT11495	27/05/2021	WA HINO SALES & SERVICE	LUBE KIT, FILTERS	\$	388.21
EFT11496	27/05/2021	WICKEPIN HISTORICAL GROUP	COMMUNITY GRANT 2021	\$	397.00
EFT11497	27/05/2021	WICKEPIN NEWSAGENCY	MILK, STATIONERY, NEWSPAPERS, CATERING	\$	214.00
EFT11498	27/05/2021	WICKEPIN FOOTBALL CLUB	COMMUNITY GRANT FUNDING 2020/2021	\$	500.00
EFT11499	27/05/2021	INDUSTRIAL AUTOMATION GROUP	SUPPLY & INSTALL STANDPIPE CONTROLLERS	\$	30,885.80
			TOTALS EFT		\$ 667,059.50
15753	13/05/2021	SYNERGY	STREET LIGHTING 25/3/2021-24/4/2021	\$	1,913.31
15754	27/05/2021	SYNERGY	POWER ACCOUNT 13/02/2021 - 19/04/2021	\$	11,743.34
15755	27/05/2021	WATER CORPORATION	WATER ACCOUNT 17/03/2021 - 19/05/2021	\$	46.60
			TOTALS CHEQUES		\$ 13,703.25
DD12153.1	01/05/2021	CLASSIC FUNDING GROUP PTY LTD	PHOTOCOPIER CHARGES MAY 2021	\$	884.40
DD12208.1	20/05/2021	CLASSIC FUNDING GROUP PTY LTD	COPIER CHARGES	\$	277.15
DD12194.1	17/05/2021	WESTNET PTY LTD	INTERNET CHARGES 1/06/2021 - 30/06/2021	\$	174.90
			TOTALS DIRECT DEBITS		\$ 1,336.45
		ANZ BANK	CREDIT CARD CHARGES	\$	-
			TOTALS CREDIT CARD		\$ -
63130521	13/05/2021	TELSTRA	SMS MESSAGES	\$	575.26
			TOTALS BPAY		\$ 575.26
DD12163.1	05/05/2021	AWARE SUPER	SUPERANNUATION	\$	4,497.21
DD12163.2	05/05/2021	ANZ SUPER	SUPERANNUATION	\$	130.84
DD12163.3	05/05/2021	MLC SUPER FUND	SUPERANNUATION	\$	298.41
DD12163.4	05/05/2021	PRIME SUPER	SUPERANNUATION	\$	538.88
DD12163.5	05/05/2021	AUSTRALIAN ETHICAL SUPER	SUPERANNUATION	\$	207.47
DD12163.6	05/05/2021	NETWEALTH INVESTMENTS	SUPERANNUATION	\$	202.83
DD12163.7	05/05/2021	AUSTRALIAN SUPER	SUPERANNUATION	\$	272.73
DD12204.1	19/05/2021	AWARE SUPER	SUPERANNUATION	\$	4,476.22
DD12204.2	19/05/2021	ANZ SUPER	SUPERANNUATION	\$	66.76
DD12204.3	19/05/2021	MLC SUPER FUND	SUPERANNUATION	\$	298.41

DD12204.4	19/05/2021	PRIME SUPER	SUPERANNUATION		\$ 510.12
DD12204.5	19/05/2021	AUSTRALIAN ETHICAL SUPER	SUPERANNUATION		\$ 211.53
DD12204.6	19/05/2021	NETWEALTH INVESTMENTS	SUPERANNUATION		\$ 238.33
DD12204.7	19/05/2021	AUSTRALIAN SUPER	SUPERANNUATION		\$ 233.88
DD12206.1	05/05/2021	COLONIAL FIRST STATE	SUPERANNUATION		\$ 156.37
			TOTALS SUPERANNUATION		\$ 12,339.99
98030521	03/05/2021	DEPT OF TRANSPORT	TRANS LICENSING		\$ 987.70
98040521	04/05/2021	DEPT OF TRANSPORT	TRANS LICENSING		\$ 1,762.55
98050521	05/05/2021	DEPT OF TRANSPORT	TRANS LICENSING		\$ 1,756.05
98060521	06/05/2021	DEPT OF TRANSPORT	TRANS LICENSING		\$ 1,281.05
98070521	07/05/2021	DEPT OF TRANSPORT	TRANS LICENSING		\$ 402.95
98100521	10/05/2021	DEPT OF TRANSPORT	TRANS LICENSING		\$ 1,454.45
98120521	12/05/2021	DEPT OF TRANSPORT	TRANS LICENSING		\$ 90.20
98130521	13/05/2021	DEPT OF TRANSPORT	TRANS LICENSING		\$ 340.50
98140521	14/05/2021	DEPT OF TRANSPORT	TRANS LICENSING		\$ 400.20
98170521	17/05/2021	DEPT OF TRANSPORT	TRANS LICENSING		\$ 886.65
98180521	18/05/2021	DEPT OF TRANSPORT	TRANS LICENSING		\$ 224.65
98190521	19/05/2021	DEPT OF TRANSPORT	TRANS LICENSING		\$ 306.05
98200521	20/05/2021	DEPT OF TRANSPORT	TRANS LICENSING		\$ 690.00
98210521	21/05/2021	DEPT OF TRANSPORT	TRANS LICENSING		\$ 769.10
98240521	24/05/2021	DEPT OF TRANSPORT	TRANS LICENSING		\$ 743.95
98250521	25/05/2021	DEPT OF TRANSPORT	TRANS LICENSING		\$ 67.90
98270521	27/05/2021	DEPT OF TRANSPORT	TRANS LICENSING		\$ 442.05
98280521	28/05/2021	DEPT OF TRANSPORT	TRANS LICENSING		\$ 951.00
98310521	31/05/2021	DEPT OF TRANSPORT	TRANS LICENSING		\$ 1,221.95
			TOTALS LICENSING		\$ 14,778.95
5/05/2021	05/05/2021	PAYROLL	PAYROLL		\$ 37,654.00
19/05/2021	19/05/2021	PAYROLL	PAYROLL		\$ 40,628.00
			TOTALS PAYROLL		\$ 78,282.00
			TOTALS	\$ 6,664.81	\$ 788,075.40
			TOTAL PAYMENTS FOR MAY 2021		\$ 794,740.21

GOVERNANCE, AUDIT AND COMMUNITY SERVICES

10.2.02 Financial Report

Submission To:	Ordinary Council
Location / Address:	Whole Shire
Name of Applicant:	Erika Clement – Deputy Chief Executive Officer
File Reference:	FM.FR.1212
Author:	Erika Clement – Deputy Chief Executive Officer
Disclosure of any Interest:	Nil
Date of Report:	9 June 2021

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 31 May 2021 as presented be received.

Voting Requirements: Simple majority

Resolution No 160621-07

Moved Cr Hyde / Seconded Cr Allan

That the financial statements tabled for the period ending 31 May 2021 as presented be received.

Carried 7/0



SHIRE OF WICKEPIN

MONTHLY FINANCIAL REPORT

For the Period Ended 31 May 2021

LOCAL GOVERNMENT ACT 1995

LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996

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Shire of Wickepin

Compilation Report

For the Period Ended 31 May 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 31 May 2021 of \$2,980,230.

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

Preparation

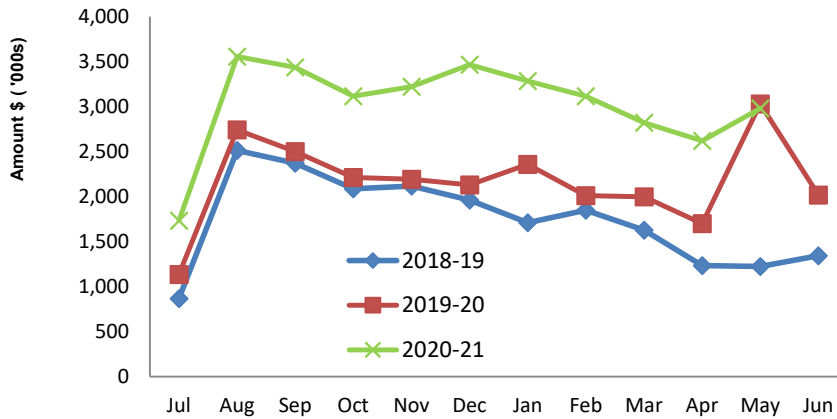
Prepared by: Erika Clement DCEO

Date prepared: 9-Jun-21

Reviewed by: Mark Hook CEO

Shire of Wickepin
Monthly Summary Information
 For the Period Ended 31 May 2021

Liquidity Over the Year (Refer Note 3)



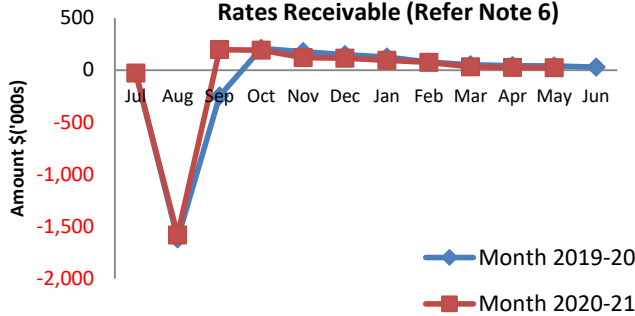
Cash and Cash Equivalents as at period end

Unrestricted	\$ 2,321,530
Restricted	\$ 2,256,907
	\$ 4,578,437

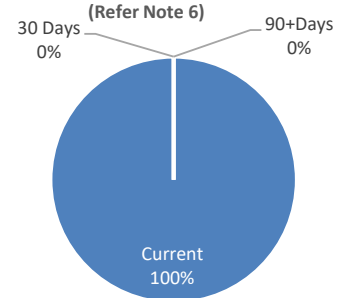
Receivables

Rates	\$ 23,994
Other	\$ 2,071,037
	\$ 2,095,031

Rates Receivable (Refer Note 6)



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



Comments

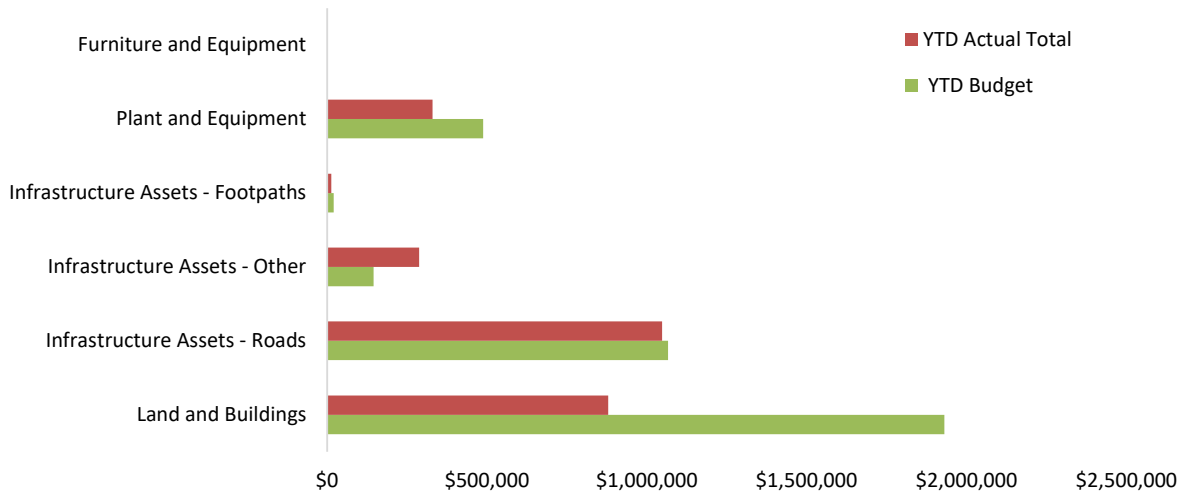
Unrestricted cash includes the following payments in advance

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

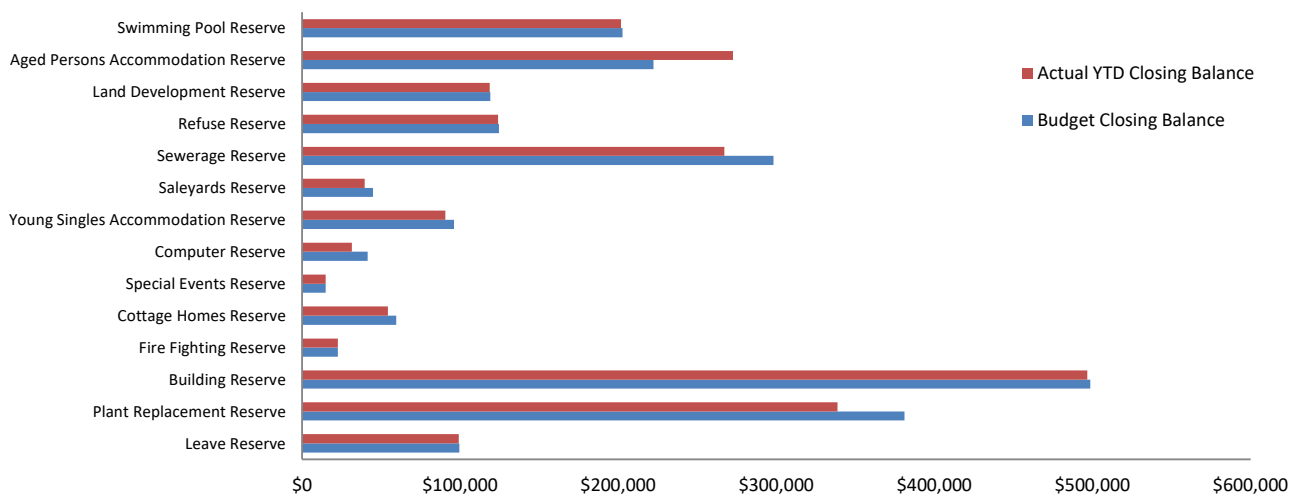
This information is to be read in conjunction with the accompanying Financial Statements and notes.

Shire of Wickepin
Monthly Summary Information
 For the Period Ended 31 May 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.

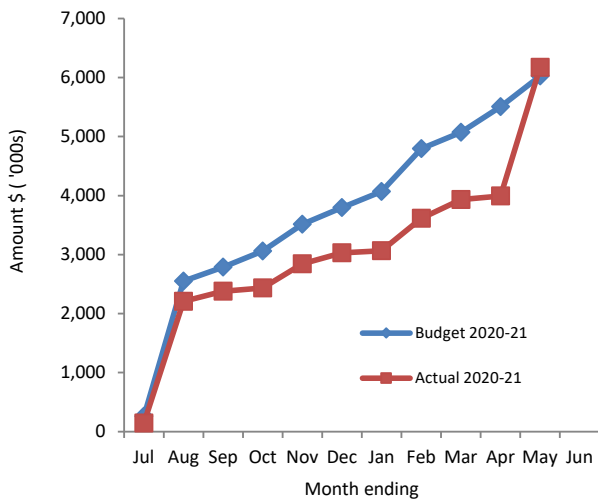
Shire of Wickepin

Monthly Summary Information

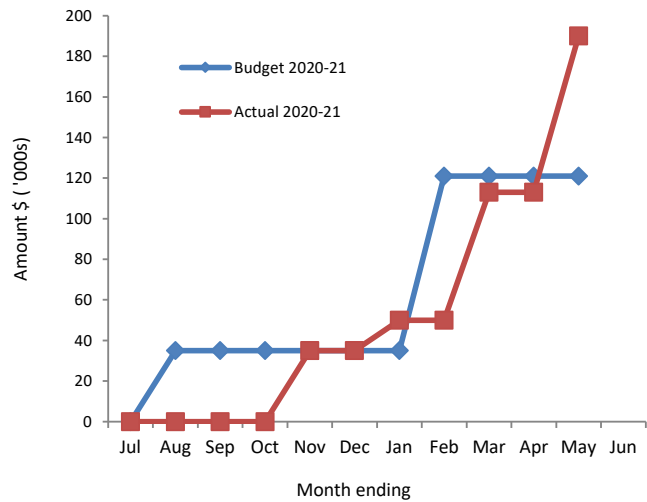
For the Period Ended 31 May 2021

Revenues

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

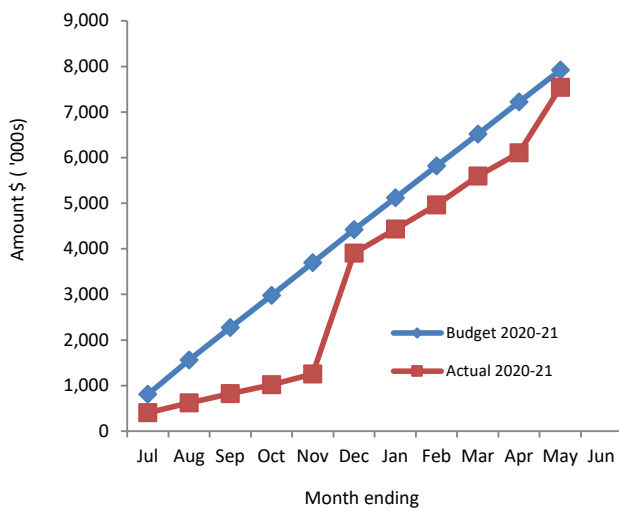


Budget Capital Revenue -v- Actual (Refer Note 2)

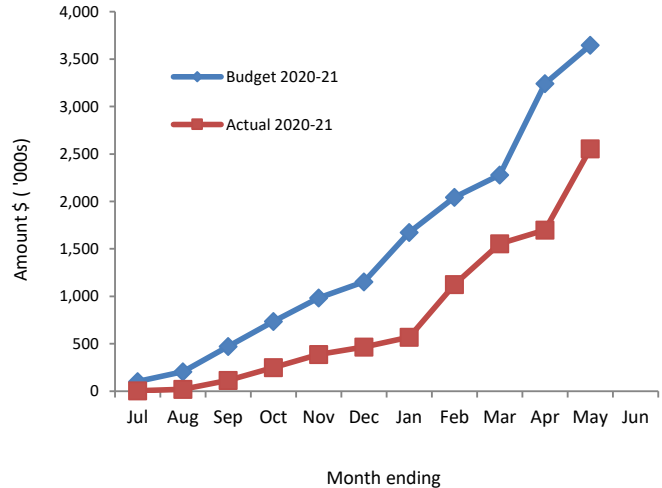


Expenditure

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 31 May 2021

Note	Annual Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
Operating Revenues	\$	\$	\$	\$	%	
Governance	8,208	7,513	3,633	(3,880)	(51.65%)	
General Purpose Funding - Rates	1,370,075	1,370,100	1,363,296	(6,804)	(0.50%)	
General Purpose Funding - Other	778,745	776,820	776,068	(752)	(0.10%)	
Law, Order and Public Safety	87,111	86,613	100,712	14,099	16.28%	▲
Health	100	88	740	652	740.91%	
Education and Welfare	4,050	3,696	4,041	345	9.33%	
Housing	2,683,013	2,459,402	1,974,395	(485,007)	(19.72%)	▼
Community Amenities	172,970	170,058	215,812	45,754	26.90%	▲
Recreation and Culture	16,073	15160	31,626	16,466	108.61%	▲
Transport	716,469	715,008	985,462	270,454	37.83%	▲
Economic Services	417,011	382,228	422,106	39,878	10.43%	▲
Other Property and Services	40,500	37,103	294,542	257,439	693.85%	▲
Total Operating Revenue	6,294,325	6,023,789	6,172,431	148,642		
Operating Expense						
Governance	(474,680)	(436,398)	(357,811)	78,586	18.01%	▼
General Purpose Funding	(85,555)	(78,353)	(71,423)	6,930	8.84%	
Law, Order and Public Safety	(219,127)	(203,420)	(197,219)	6,201	3.05%	
Health	(28,109)	(25,696)	(16,094)	9,602	37.37%	
Education and Welfare	(25,427)	(23,243)	(11,767)	11,476	49.38%	▼
Housing	(1,462,220)	(1,340,544)	(1,004,754)	335,790	25.05%	▼
Community Amenities	(371,839)	(341,078)	(313,655)	27,423	8.04%	
Recreation and Culture	(1,064,068)	(975,704)	(908,559)	67,145	6.88%	
Transport	(4,499,909)	(4,124,626)	(4,308,871)	(184,245)	(4.47%)	
Economic Services	(322,008)	(294,998)	(222,357)	72,641	24.62%	▼
Other Property and Services	(75,119)	(73,141)	(126,567)	(53,426)	(73.04%)	▲
Total Operating Expenditure	(8,628,062)	(7,917,201)	(7,539,078)	378,124		
Funding Balance Adjustments						
Add back Depreciation	4,317,355	3,957,514	4,337,426	379,912	9.60%	
Adjust (Profit)/Loss on Asset Disposal	8,623	7,909	(7,961)	(15,870)	(200.65%)	▼
Adjust Provisions and Accruals	746	0	0	0		
Adjust Rounding	0	0	1			
Net Cash from Operations	1,992,987	2,072,011	2,962,820	890,809		
Capital Revenues						
Proceeds from Disposal of Assets	207,000	120,750	189,514	68,764	56.95%	▲
Total Capital Revenues	207,000	120,750	189,514	68,764		
Capital Expenses						
Land Held for Resale	0	0	0	0		
Land and Buildings	(2,227,626)	(1,930,515)	(878,993)	1,051,523	54.47%	▼
Infrastructure - Roads	(1,161,805)	(1,065,790)	(1,047,756)	18,034	1.69%	
Infrastructure - Footpaths	(20,000)	(18,337)	(13,104)	5,233	28.54%	▼
Infrastructure -Other	(235,000)	(144,663)	(287,164)	(142,501)	(98.51%)	▲
Plant and Equipment	(533,000)	(487,500)	(329,156)	158,344	32.48%	▼
Furniture and Equipment	0	0	0	0		
Total Capital Expenditure	(4,177,431)	(3,646,805)	(2,556,173)	1,090,632		
Net Cash from Capital Activities	(3,970,431)	(3,526,055)	(2,366,659)	1,159,396		
Financing						
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	(8,015)	(8,015)		
Net Cash from Financing Activities	307,429	(9,655)	399,985	409,640		
Net Operations, Capital and Financing	(1,670,015)	(1,463,699)	996,146	2,443,975		
Opening Funding Surplus(Deficit)	1,670,560	1,984,084	1,984,084	0	0.00%	
Closing Funding Surplus(Deficit)	545	520,384	2,980,230	2,443,975		

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

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

SHIRE OF WICKEPIN
STATEMENT OF FINANCIAL ACTIVITY
(By Nature or Type)
For the Period Ended 31 May 2021

Note	Amended Annual Budget	Amended YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
Operating Revenues						
	\$	\$	\$	\$	%	
Rates	1,370,075	1,370,078	1,363,296	(6,782)	(0.50%)	
Operating Grants, Subsidies and Contributions	2,218,966	2,109,209	2,271,596	162,387	7.70%	
Fees and Charges	419,641	400,302	723,810	323,508	80.82%	▲
Service Charges	0	0	0	0		
Interest Earnings	35,500	33,951	16,679	(17,273)	(50.87%)	▼
Other Revenue	0	0	109	109		
Profit on Disposal of Assets	14,503	13,288	15,289			
Total Operating Revenue	4,058,685	3,926,828	4,390,779	461,949		
Operating Expense						
Employee Costs	(1,194,487)	(1,096,321)	(1,026,409)	69,912	6.38%	
Materials and Contracts	(2,706,507)	(2,479,680)	(1,818,043)	661,638	26.68%	▲
Utility Charges	(185,750)	(168,284)	(200,496)	(32,212)	(19.14%)	▼
Depreciation on Non-Current Assets	(4,317,355)	(3,957,514)	(4,337,426)	(379,912)	(9.60%)	
Interest Expenses	(8,636)	(8,012)	(852)	7,160	89.37%	▲
Insurance Expenses	(192,201)	(186,193)	(148,523)	37,670	20.23%	▲
Loss on Disposal of Assets	(23,126)	(21,197)	(7,329)			
Total Operating Expenditure	(8,628,062)	(7,917,201)	(7,539,078)	364,255		
Funding Balance Adjustments						
Add back Depreciation	4,317,355	3,957,514	4,337,426	379,912	9.60%	
Adjust (Profit)/Loss on Asset Disposal	8,623	7,909	(7,961)	(15,870)	(200.65%)	▼
Adjust Provisions and Accruals	746	0	0	0		
Adjust Rounding	0	0	1			
Net Cash from Operations	(242,653)	(24,950)	1,181,168	1,190,247		
Capital Revenues						
Grants, Subsidies and Contributions	2,235,640	2,096,961	1,781,653	(315,308)	(15.04%)	▼
Proceeds from Disposal of Assets	207,000	120,750	189,514	68,764	56.95%	▲
Total Capital Revenues	2,442,640	2,217,711	1,971,166	(246,545)		
Capital Expenses						
Land Held for Resale	0	0	0	0		
Land and Buildings	(2,227,626)	(1,930,515)	(878,993)	1,051,523	54.47%	▲
Infrastructure - Roads	(1,161,805)	(1,065,790)	(1,047,756)	18,034	1.69%	
Infrastructure - Footpaths	(20,000)	(18,337)	(13,104)	5,233	28.54%	▲
Infrastructure - Drainage	(235,000)	(144,663)	(287,164)	(142,501)	(98.51%)	▼
Plant and Equipment	(533,000)	(487,500)	(329,156)	158,344	32.48%	▲
Furniture and Equipment	0	0	0	0		
Total Capital Expenditure	(4,177,431)	(3,646,805)	(2,556,173)	1,090,632		
Net Cash from Capital Activities	(1,734,791)	(1,429,094)	(585,007)	844,087		
Financing						
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	(8,015)	(8,015)		
Net Cash from Financing Activities	307,429	(9,655)	399,985	409,640		
Net Operations, Capital and Financing	(1,670,015)	(1,463,699)	996,146	2,443,975		
Opening Funding Surplus(Deficit)	1,670,560	1,984,084	1,984,084	0	0.00%	
Closing Funding Surplus(Deficit)	545	520,384	2,980,230	2,443,975		

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

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

SHIRE OF WICKEPIN
STATEMENT OF CAPITAL ACQUISITIONS AND CAPITAL FUNDING
 For the Period Ended 31 May 2021

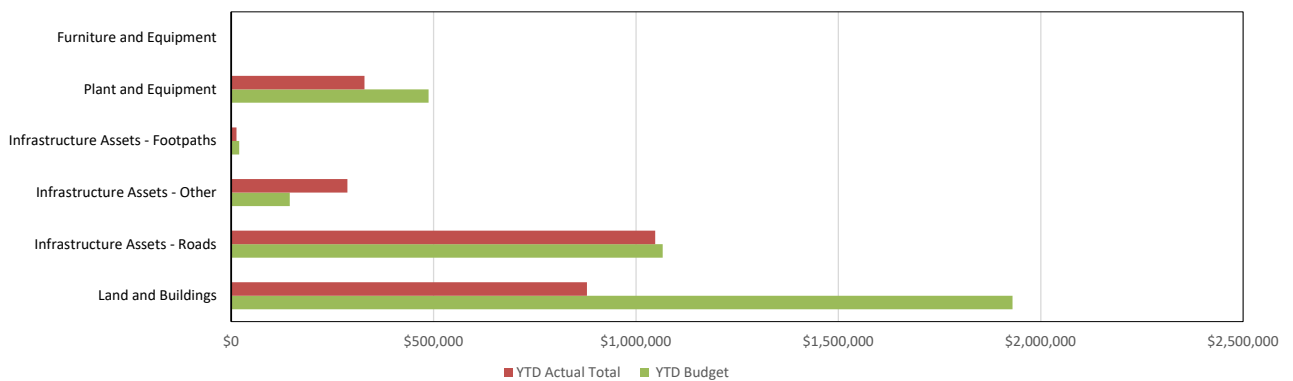
Capital Acquisitions	Note	YTD 31 05 2021					Variance (d) - (c)
		YTD Actual New /Upgrade (a)	YTD Actual (Renewal Expenditure) (b)	YTD Actual Total (c) = (a)+(b)	YTD Budget (d)	Amended Annual Budget	
Land and Buildings	13	\$ 878,993	\$ 0	\$ 878,993	\$ 1,930,515	\$ 2,227,626	(1,051,523)
Infrastructure Assets - Roads	13		1,047,756	1,047,756	1,065,790	1,161,805	(18,034)
Infrastructure Assets - Other	13	287,164	0	287,164	144,663	235,000	142,501
Infrastructure Assets - Footpaths	13	0	13,104	13,104	20,000	20,000	(6,896)
Plant and Equipment	13	329,156	0	329,156	487,500	533,000	(158,344)
Furniture and Equipment	13	0	0	0	0	0	0
Capital Expenditure Totals		1,495,313	1,060,860	2,556,173.00	3,648,468	4,177,431	(1,092,295)

Funded By:

Capital Grants and Contributions	1,781,653	2,235,640	2,235,640	453,987
Borrowings	408,000	0	440,000	408,000
Other (Disposals & C/Fwd)	189,514	120,750	8,623	68,764
Own Source Funding - Cash Backed Reserves				
Aged Accommodation Reserve	0	0	51,321	0
Building Reserve				
Total Own Source Funding - Cash Backed Reserves	0	0	(51,321)	0
Own Source Funding - Operations	177,007	1,292,078	1,441,847	(1,115,071)
Capital Funding Total	2,556,173	3,648,468	4,177,431	(1,092,295)

Comments and graphs

Capital Expenditure Program YTD



SHIRE OF WICKEPIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 May 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 31 May 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 31 May 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 31 May 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 31 May 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 31 May 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 31 May 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 31 May 2021

Note 2: EXPLANATION OF MATERIAL VARIANCES

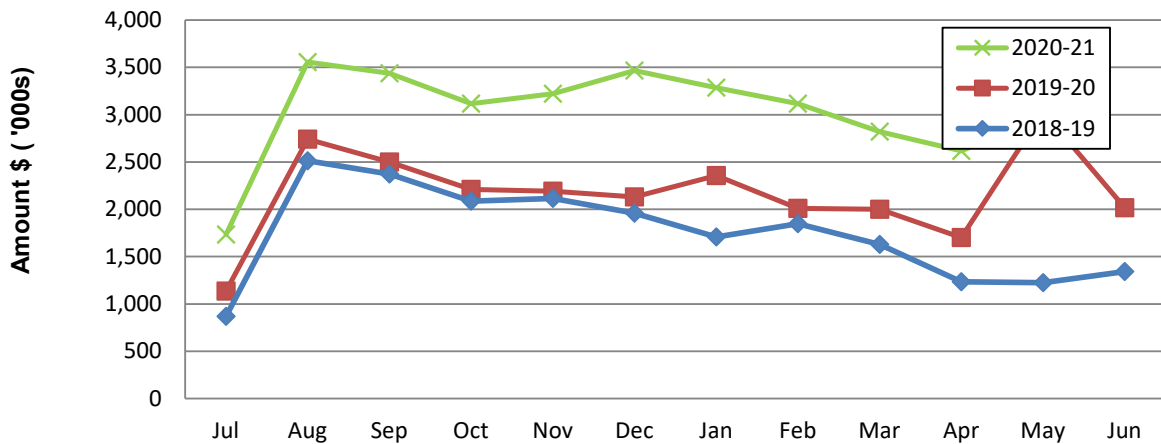
Reporting Program	Var. \$	Var. %	Var.	Timing/ Permanent	Explanation of Variance
Operating Revenues	\$	%			
Governance	(3,880)	(51.65%)			
General Purpose Funding - Other	(752)	(0.10%)			
Law, Order and Public Safety	14,099	16.28%	▲	Permanent	Higher Fines/Penalties, Increase in Dog Registrations
Housing	(485,007)	(19.72%)	▼	Timing	Income not yet received for WSAHA grant(June 21)
Community Amenities	45,754	26.90%	▲	Permanent	Increase in cemetery fees,planning fees
Recreation and Culture	16,466	108.61%	▲	Permanent	Saluting their Service Grant- unbudgeted
Transport	270,454	37.83%	▲	Permanent	Increase in Road Project Grants
Economic Services	39,878	10.43%	▲	Permanent	Increase in Building Fees And Caravan Park fees (WK & YE)
Other Property and Services	257,439	693.85%	▲	Permanent	Higher Private Works Charges
Operating Expense					
Governance	78,586	18.01%	▼	Timing	Various Cost down- Consultancy, Staff Training, Conference Expenses. Admin Salaries
General Purpose Funding	6,930	8.84%			
Law, Order and Public Safety	6,201	3.05%			
Health	9,602	37.37%			
Education and Welfare	11,476	49.38%	▼	Timing	Costs Down - Donations (Transport and Refreshments Schools), CDO projects.
Housing	335,790	25.05%	▼	Timing	Aged Unit costs down
Community Amenities	27,423	8.04%			
Recreation and Culture	67,145	6.88%			
Transport	(184,245)	(4.47%)			
Economic Services	72,641	24.62%	▼	Timing	Various Account Costs down - Area Promotion, Rural Counselling,Group Scheme - Narrogin. Caravan Park Maintenance (Units)
Other Property and Services	(53,426)	(73.04%)	▲	Permanent	More Long Service Leave taken than budgeted.
Capital Revenues					
Grants, Subsidies and Contributions	(315,308)	(15.04%)	▼	Timing	Housing income not yet received (June 21)
Proceeds from Disposal of Assets	68,764	56.95%	▲	Permanent	Increase in profit on Disposal of Vehicles
Capital Expenses					
Land and Buildings	1,051,523	54.47%	▼	Timing	WSAHA Project behind, Staff housing on track
Infrastructure - Roads	18,034	1.69%			
Infrastructure - Footpaths	5,233	28.54%	▼	Timing	Projects have commenced should be finished by June 21
Plant and Equipment	158,344	32.48%	▼	Timing	Plant still to be purchased (Delays on Delivery)
Financing					
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 31 May 2021

Note 3: NET CURRENT FUNDING POSITION

		Positive=Surplus (Negative=Deficit)		
Note	YTD 31 May 2021	30 June 2020	YTD 30 May 2020	
	\$	\$	\$	
Current Assets				
Cash Unrestricted	4	2,321,530	2,178,143	975,440
Cash Restricted	4	2,256,907	2,248,893	1,274,113
Receivables - Rates	6	23,994	29,869	73,835
Receivables -Other	6	2,071,037	1,710	112,223
Interest / ATO Receivable/Trust		179,943	110,221	27,693
Inventories			0	0
		6,853,411	4,568,835	2,463,304
Less: Current Liabilities				
Payables		(1,411,456)	(115,755)	(26,842)
Provisions		(204,819)	(220,104)	(144,743)
		(1,616,275)	(335,859)	(171,586)
Less: Cash Reserves	7	(2,256,907)	(2,248,893)	(1,274,113)
Net Current Funding Position		2,980,230	1,984,084	1,017,605

Note 3 - Liquidity Over the Year



Comments - Net Current Funding Position

SHIRE OF WICKEPIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 May 2021

Note 4: CASH AND INVESTMENTS

	Interest Rate	Unrestricted \$	Restricted \$	Trust \$	Total Amount \$	Institution	Maturity Date
(a) Cash Deposits							
Municipal Bank Account	0.00%	429,240			429,240	ANZ	At Call
Reserve Bank Account	0.00%		8,107		8,107	ANZ	At Call
Trust Bank Account	0.00%			27,107	27,107	ANZ	At Call
Cash On Hand	Nil	700.00			700	N/A	On Hand
(b) Term Deposits							
Municipal					0	BB	08-Apr-21
Municipal	0.60%				0		
Municipal	0.05%	1,891,590			1,891,590	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
Total		2,321,530	2,256,907	199,752	4,778,189		

Comments/Notes - Investments

SHIRE OF WICKEPIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 May 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
	Budget Adoption		Opening Surplus	\$	\$	\$	\$ 545
	Permanent Changes		Opening Surplus(Deficit)			(55,258)	(54,713)
	Opening surplus adjustment		Capital Expenses		10,000		(44,713)
3854	Card Swipe Gate Tip		Capital Expenses			(3,000)	(47,713)
CLPH2	Yealering hall loading Ramp		Capital Expenses		3,500		(44,213)
LYCC	Yealering Bowling Club		Capital Expenses		5,400		(38,813)
YGCC	Yealering Golf Club		Capital Expenses			(6,500)	(45,313)
6034	Plant and Equipment		Capital Expenses		340,000		294,687
CWBCI	Industrial Shed		Capital Expenses			(601,359)	(306,672)
WPLG	Wogolin Play Ground		Capital Revenue		261,359		(45,313)
7046	Grants		Operating Expenses		5,000		(40,313)
0252	Audit Fees		Operating Expenses		10,000		(30,313)
0712	Staff Training		Operating Expenses			(39,240)	(69,553)
7302	Private Works		Operating Expenses		18,000		(51,553)
7333	Private Works		Operating Expenses		114,000		62,447
LCP1	Caravan Parks		Operating Expenses			(25,000)	37,447
WPLG	Wogolin Playground		Operating Expenses			(89,000)	(51,553)
4873	Building Reserve		Operating Expenses			(7,000)	(58,553)
0151	Rates Discount		Operating Revenue			(12,000)	(70,553)
0103	Annual Interest		Operating Revenue			(10,000)	(80,553)
0113	Interest on reserves		Operating Revenue		31,595		(48,958)
04173	Environmental Grants		Operating Revenue		234,858		185,900
5893	Road Project Grants		Operating Revenue			(6,000)	179,900
7083	Charges Stand Pipes		Operating Revenue		200,000		379,900
5873	Reimbursements		Operating Revenue		10,000		389,900
5483	Grants		Operating Revenue				
				0	1,243,712	(854,357)	

**SHIRE OF WICKEPIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 May 2021**

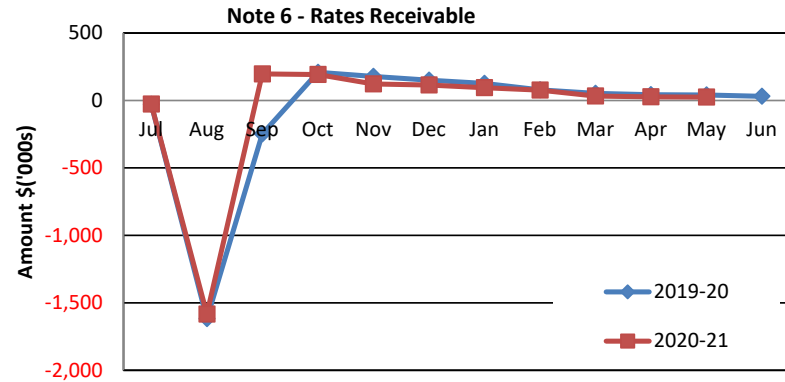
Note 6: RECEIVABLES

Receivables - Rates Receivable

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

Net Rates Collectable
% Collected

	YTD 31 May 2021	30 June 2020
	\$	\$
Opening Arrears Previous Years	19,522	19,522
Levied this year	1,534,116	1,534,110
<u>Less</u> Collections to date	(1,529,644)	(1,519,102)
Equals Current Outstanding	23,994	34,530
Net Rates Collectable	23,994	34,530
% Collected	98.46%	97.78%



Comments/Notes - Receivables Rates

Receivables - General

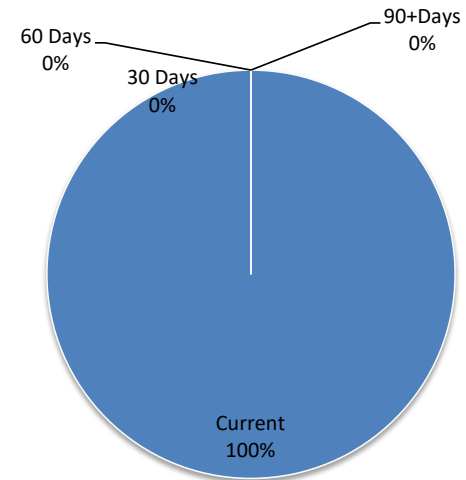
Receivables - General

Total Receivables General Outstanding

Amounts shown above include GST (where applicable)

	Current	30 Days	60 Days	90+Days
	\$	\$	\$	\$
Receivables - General	2,071,037	0	0	0
Total Receivables General Outstanding	2,071,037			

Note 6 - Accounts Receivable (non-rates)



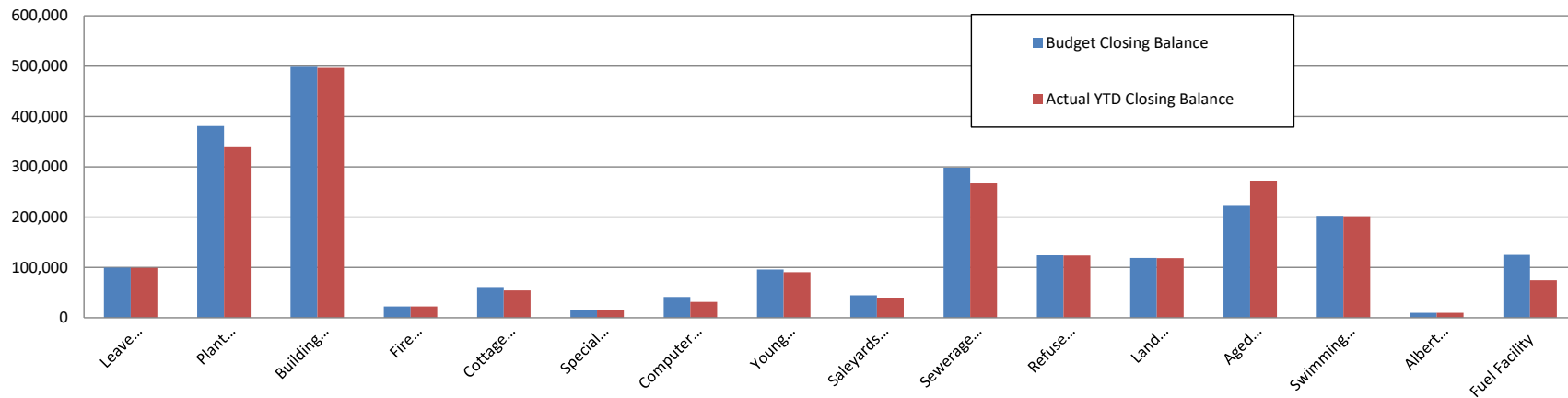
Comments/Notes - Receivables General

**SHIRE OF WICKEPIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 May 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	352						99,501	99,103
Plant Replacement Reserve	337,503.91	2,565.03	1,201	41,000					381,069	338,705
Building Reserve	494,855.68	3,760.90	1,766						498,617	496,621
Fire Fighting Reserve	22,538.09	171.29	80						22,709	22,618
Cottage Homes Reserve	54,160.40	411.62	194	5,000					59,572	54,354
Special Events Reserve	14,828.34	112.70	53						14,941	14,881
Computer Reserve	31,325.33	238.07	112	10,000					41,563	31,437
Young Singles Accommodation Reserve	90,394.32	687.00	322	5,000					96,081	90,716
Saleyards Reserve	39,544.13	300.54	141	5,000					44,845	39,685
Sewerage Reserve	266,154.35	1,930.77	949	30,000					298,085	267,103
Refuse Reserve	123,517.99	938.74	440						124,457	123,958
Land Development Reserve	118,235.98	898.59	422						119,135	118,658
Aged Persons Accommodation Reserve	271,588.81	2,064.07	968			51,321			222,332	272,557
Swimming Pool Reserve	201,094.85	1,528.32	717						202,623	201,812
Albert Facey Homestead Reserve	9,911.46	75.33	35						9,987	9,947
Fuel Facility	74,488.05	566.11	265	50,000					125,054	74,754
	2,248,893	17,000	8,015	146,000	0	51,321	0		2,360,571	2,256,907

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



SHIRE OF WICKEPIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 May 2021

Note 8 CAPITAL DISPOSALS

Actual YTD Profit/(Loss) of Asset Disposal				Disposals	Amended Current Budget			Comments
Cost	Accum Depr	Proceeds	Profit (Loss)		YTD 31 05 2021			
					Amended Annual Budget Profit/(Loss)	Actual Profit/(Loss)	Variance	
\$	\$	\$	\$	\$	\$	\$		
				Plant and Equipment				
37,777	2,329	34,995	(454)	P0AJ Isuzu	4,052	(454)	(4,505)	
43,377	3,227	39,810	(340)	P0AK Isuzu	4,052	(340)	(4,391)	
			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	
51,622	12,241	36,902	(2,480)	Pfacey Toyota Hilux PFacey	(5,332)	(2,480)	2,852	
255,505	73,953	189,514	7,961		(8,623)	7,961	16,584	

Comments - Capital Disposal/Replacements

SHIRE OF WICKEPIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 May 2021

Note 9: RATING INFORMATION	Rate in \$	Number of Properties	Rateable Value \$	Rate Revenue \$	Interim Rates \$	Back Rates \$	Total Revenue \$	Amended Budget Rate Revenue \$	Amended Budget Interim Rate \$	Amended Budget Back Rate \$	Amended Budget Total Revenue \$
RATE TYPE											
Differential General Rate											
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
Sub-Totals		472	150,554,650	1,450,010	1,039	0	1,451,050	1,450,172	0	0	1,450,172
Minimum Payment	Minimum \$										
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
Sub-Totals		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)
Amount from General Rates							(26)				(25)
Specified Area Rates							1,363,296				1,364,631
Totals							1,363,296				1,364,631

Comments - Rating Information

SHIRE OF WICKEPIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 May 2021

10. INFORMATION ON BORROWINGS**(a) Debenture Repayments**

Particulars	Principal 1-Jul-19	New Loans	Principal Repayments		Principal Outstanding		Interest Repayments		Loan Completion Date
			Actual \$	Budget \$	Actual \$	Budget \$	Actual \$	Budget \$	
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 31 May 2021

Note 11: GRANTS AND CONTRIBUTIONS

Program/Details GL	Grant Provider	Approval	2020-21 Budget	Variations Additions (Deletions)			Recoup Status	
					Operating	Capital	Received	Not Received
		(Y/N)	\$	\$	\$	\$	\$	\$
GENERAL PURPOSE FUNDING								
Grants Commission - General	WALGGC	Y	514,217	0	514,217	0	521,982	(7,765)
Grants Commission - Roads	WALGGC	Y	224,978	0	224,978	0	231,936	(6,958)
LAW, ORDER, PUBLIC SAFETY								
FESA Grant - Operating Bush Fire Brigade	Dept. of Fire & Emergency Serv.	Y	35,363	0	35,363	0	48,583	(13,220)
HOUSING								
WSAHA Grant	DPIRD	Y	13,158		13158		0	13,158
WSAHA Grant	DPIRD	Y	1,300,000			1,300,000	1,300,000	0
WSAHA Grant	DPIRD	Y	1,300,205			1,300,205	601,429	698,776
EDUCATION & WELFARE								
Albert Facey Tour		N	3,750		3,750	0		3,750
COMMUNITY AMENITIES								
Living Lakes Grant		Y		31,595	31,595		31,595	0
RECREATION AND CULTURE								
Saluting their Service		N		10,000			10,000	0
ECONOMIC SERVICES								
LRCI Funding		Y	363,866			363,866	348,263	15,603
TRANSPORT								
Roads To Recovery Grant - Cap	Roads to Recovery	Y	327,069	0	0	327,069	352,975	(25,906)
RRG Grants - Capital Projects	Regional Road Group	Y	244,500	0	0	244,500	478,986	(234,486)
Direct Grant - Maintenance	Dept. of Transport	Y	127,500	0	127,500	0	127,500	0
TOTALS			4,454,606	41,595	950,561	3,535,640	4,053,249	442,952
Operating	Operating		2,218,966				2,271,596	
Non-Operating	Non-operating		2,235,640				1,781,653	
			<u>4,454,606</u>				<u>4,053,249</u>	

SHIRE OF WICKEPIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 May 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 Balance 1 Jul 20	Amount Received	Amount Paid	Closing Balance 31-May-21
	\$	\$	\$	\$
Housing Bonds	0.00	1,110.00	-1,110.00	0.00
Master Key Deposits	0.00	5,040.00	-3,720.00	1,320.00
Nomination Deposits	0.00	0.00	0.00	0.00
Building and BCITF	0.00	3,444.91	-3,383.26	61.65
Cat/Dog Trap Hire	50.00	100.00	-100.00	50.00
WDSC Replacement Greens	119,339.10	14,165.47	0.00	133,504.57
Miscellaneous Trust	6,374.66	1,224.00	-5,269.45	2,329.21
Yealering Bowling Club Greens	55,707.65	8,098.57	0.00	63,806.22
Licensing		267,780.95	-267,780.95	0.00
	181,471.41	300,963.90	-281,363.66	201,071.65

Level of Completion Indicators

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

SHIRE OF WICKEPIN
 NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
 For the Period Ended 31 May 2021

Note 13: CAPITAL ACQUISITIONS

		31/05/2021					
Infrastructure Assets		Annual Budget	Amended YTD Budget	YTD Actual	Variance (Under)/Over	YTD Actual (Renewal Exp)	Strategic Reference / Comment
Land & Buildings							
Housing							
STAFF HOUSE	CSH12	(440,000)	(366,667)	(332,450)	(34,217)		
SMITH STREET FENCE	LHS11C	(4,700)	(4,700)	(3,318)	(1,382)		
RINTEL STREET FENCE	LHS1C	(24,000)	(24,000)	(22,478)	(1,522)		
Housing Total		(468,700)	(395,367)	(358,246)	(37,120)		0
Other Housing							
CAPITAL EXPENSE - LIFESTYLE VILLAGE	3272	(1,351,526)	(1,216,373)	(470,072)	(746,302)		
Other Housing Total		(1,351,526)	(1,216,373)	(470,072)	(746,302)		
Community Amenities							
Industrial Shed	CWBC1	(340,000)	(255,000)	0			0
Community Amenities Total		(340,000)	(255,000)	0	0		
Recreation and Culture							
Wickepin Hall Reroof	CLPH1	(18,500)	(16,962)	(18,174)	1,212		
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)		
Recreation And Culture Total		(42,400)	(40,862)	(36,266)	(4,596)		
Transport							
DEPOT		(25,000)	(22,913)	(14,409)	(8,504)		
Transport Total		(25,000)	(22,913)	(14,409)	(8,504)		
Land and Buildings Total		(2,277,626)	(1,990,315)	(878,993)	(796,523)		0
Footpaths							
Transport							
FOOTPATHS	LFP1	(20,000)	(18,337)	(13,104)	(5,233)		
Transport Total		(20,000)	(18,337)	(13,104)	(5,233)		0
Footpaths Total		(20,000)	(18,337)	(13,104)	(5,233)		0
Plant , Equip. & Vehicles							
Governance							
CEO VEHICLE		(91,000)	(45,500)	(83,187)	37,687		0
Governance Total		(91,000)	(45,500)	(83,187)	37,687		0
Transport							
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)	(59,738)	2,738		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
Transport Total		(442,000)	(442,000)	(245,969)	(196,031)		0
Plant , Equip. & Vehicles Total		(533,000)	(487,500)	(329,156)	(158,344)		0
Infrastructure Other							
Community Amenity							
Card Swipe Wickepin Tip Gates	3824	(10,000)	(9,163)	0	9,163		
Relocation Waste Oil	3534	(14,000)	(12,837)	0	12,837		
Community Amenity Total		(24,000)	(22,000)	0	9,163		0
Recreation and Culture							
PUMP & BORE - OVAL WATER	RETU	(30,000)	(27,500)	(3,400)	(26,600)		
WICKEPIN OVAL LIGHTS	WKLI	(35,000)	0	(490)	(34,510)		
SWIMMING POOL - EXPANSION JOINTS	LSP3	(70,000)	(64,163)	(31,586)	(38,414)		
HARRSMITH DAM	3988	(23,000)	(23,000)	0			
WOGOLIN ST PLAYGROUND	5088			(203,094)			
LIMESTONE WALL - TANKS WICKEPIN OVAL	WLC1	(8,000)	(8,000)	(1,882)	(6,118)		
Recreation And Culture Total		(166,000)	(122,663)	(240,452)	(105,642)		0
Economic Services							
Standpipe Controllers	7104	(45,000)	(45,000)	(46,713)	1,713		
Economic Services Total		(45,000)	0	(46,713)	1,713		0
Infrastructure Other Total		(225,000)	(144,663)	(247,164)	9,163		0
Roads							
Transport Regional Road Group							
Pingelly Wickepin Road	RG003	(366,200)	(335,687)	(369,934)	3,734		
Bin Road	RG086	(351,420)	(322,927)	(373,175)	21,755		0
Regional Road Group Total		(717,620)	(658,614)	(743,109)	25,489		0
Transport Roads to Recovery							
84 Gate Road	R2R031	(57,190)	(52,426)	(11,942)	(40,485)		0
Toolibin North Road	R2R010	(80,470)	(73,766)	(84,116)	10,350		0
Tincurrin North Road	R2R011	(95,835)	(87,846)	(85,716)	(2,130)		0
Wickepin North Road	R2015	(119,480)	(109,527)	(119,875)	10,348		0
Roads to Recovery Total		(352,975)	(323,565)	(301,648)	(21,917)		0
Council Resources Construction							
Fleay Road	C55	(44,755)	(41,030)	0	(41,030)		0
Malyalling Road	CO036	(46,455)	(42,581)	(3,000)	(39,581)		0
Council Resources Construction Total		(91,210)	(83,611)	(3,000)	(80,611)		0
Roads Total		(1,161,805)	(1,065,790)	(1,047,756)	(77,039,591)		0.00
Capital Expenditure Total		(4,177,431)	(3,646,805)	(2,556,173)	(1,027,976)		0

[GOVERNANCE, AUDIT AND COMMUNITY SERVICES](#)

10.2.03 Development & Regulatory Services

Submission To:	Ordinary Council
Location / Address:	Whole Shire
Name of Applicant:	Azhar Awang, Executive Manager Development & Regulatory Services, Shire of Narrogin
File Reference:	CM.REP.2203
Author:	Azhar Awang, Executive Manager Development & Regulatory Services, Shire of Narrogin
Disclosure of any Interest:	Nil
Date of Report:	9 June 2021

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 May 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 two (2) Building Approvals for the month of May 2021, including providing general advice and responding to phone call and emails.

Building type	Building Permit no	Approval date	Unique property identifier	Lot number	Street number	Street name	Suburb name	Building work	Value	Owner's name	Builder's name
Building Permit	2021010	13/5/21	A5217		9	Moss Parade	Wickepin	Garage	17,500	Colin Hemley	Colin Hemley

Building Permit	2021011	31/5/21	A5268		2	Moss Parade	Wickepin	Adds & Alts to Dwelling	15,000	P&C Lewis	P&C Lewis
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ENVIRONMENTAL HEALTH OFFICER'S REPORT

Completed Wickepin Recycled Water Scheme as required by the Department of Health with a recommended list of improvement items on the scheme. The officer is currently drafting the report on the scheme in regards to the Recycled Water Quality Management Plan (RWQMP). Training program has been provided to the Shire for future staff and ground crew on the operational site.

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 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 9.13 Recruiting volunteers is a partnership approach between the Shire and emergency services	<ul style="list-style-type: none"> - Number of emergency service volunteers are retained and increase - Number of Local Emergency Management Committee meetings held annually - Achievement of emergency service strategies Reduction in drink driving offences - No fatal road accidents in the Shire 	Emergency and health services are retained 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 9.16 Continue to provide weed and pest management	<ul style="list-style-type: none"> - Invite Natural Resource Management organisations to present to Council - Amount of external funding attracted for natural resource management activities in our Shire 	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

12.2 Promote Council Services and achievements

12.3 Continue to review our service standards by reviewing community feedback

- Customer survey results demonstrate a high level of knowledge of Council operations

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 May 2021.

Voting Requirements: Simple majority

Resolution No 160621-08

Moved Cr W Astbury / Seconded Cr Hyde

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

Carried 7/0

[GOVERNANCE, AUDIT AND COMMUNITY SERVICES](#)

10.2.04 Townscape & Cultural Planning Committee Recommendations

Submission To:	Ordinary Council
Location/Address:	Whole Shire
Name of Applicant:	Mark Hook, Chief Executive Officer
File Reference:	CR.MEE.206
Author:	Mel Martin, Executive Services Officer
Disclosure of any Interest:	Nil
Date of Report:	9 June 2021

Enclosure/Attachments: Nil

Background:

The Townscape & Cultural Planning Committee meeting was held on Wednesday 2 June 2021.

Comments:

The Townscape & Cultural Planning Committee meeting was held on Wednesday 2 June 2021 and passed the following recommendations:

Moved A Miller / Seconded Cr A Lansdell

That the Lake Yealering Croquet Club sign be put in the budget estimates to be replaced.

Carried 5/0

Moved Cr J Mearns / Seconded Cr A Lansdell

That the Information board on Tank Road be restored and placed in the Wickepin Townsite.

Carried 5/0

Statutory Environment: Nil

Policy Implications: Nil

Financial Implications: Nil

Strategic Implications: Nil

Recommendation:

1. That the Lake Yealering Croquet Club sign be put in the budget estimates to be replaced.
2. That the Information board on Tank Road be restored and placed in the Wickepin Townsite.

Voting Requirements: Simple majority

Resolution No 160621-09

Moved Cr W Astbury / Seconded Cr Hyde

That the Lake Yealering Croquet Club sign be put in the budget estimates to be replaced.

Carried 7/0

Resolution No 160621-10

Moved Cr W Astbury / Seconded Cr Hyde

That recommendation No. 2 regarding the Information Board on Tank Road be laid on the table.

Carried 7/0

GOVERNANCE, AUDIT AND COMMUNITY SERVICES

10.2.05 Community Development Officer's Report

Submission To:	Ordinary Council
Location/Address:	Whole Shire
Name of Applicant:	Sam Dalmasson - Community Development Officer
File Reference:	CM.PLA.404
Author:	Sam Dalmasson - Community Development Officer
Disclosure of any Interest:	Nil
Date of Report:	9 June 2021

Hi! My name is Samantha and I have recently commenced the role of Community Development Officer with the Shire of Wickepin.

A little bit about me - I'm very passionate about sports and living an active/healthy lifestyle. In my spare time I study Nutrition and Health Promotion, play netball for our Wickepin A1 side, enjoy camping and helping out on the farm.

I'm still in the process of familiarising myself with the community and will be working to gather information relating to the types of events, developments or changes the community would like to see.

Town Team Movement

- RAC have announced 'Connecting Community Grants' with up to \$80,000 available as part of Town Teams movement.
- RAC is looking to support Town Team projects that enhance public spaces and engage the local community.
- A request for further information on how to apply has been submitted with applications closing Thursday 1st July 2021 with more information to follow.

Wogolin Road Recreational Area

- Construction of equipment has commenced, expected installation end of July 2021.

Wickepin War Memorial – Honour Boards

- Project will be funded by grant monies; expected commencement of project TBA.



ECONOMIC DEVELOPMENT & TOURISM

Astro Tourism WA

- Consultation on AstroTourism website content and marketing/promotion.
- Wickepin has been published on the Astrotourism website as a 'stargazing' town – also information has been uploaded to the Wickepin Shire website. (Attractions)
- Planning of 'stargazing event' for Wickepin.

Research

- Exploration of new tourism ideas for the Shire - looking at successful projects, events and promotions in other similar regions.
- Online survey to be posted to social media and website to collect information from local community.
- Engaging with other Community Development Officers within the region to establish a strong network.

SOCIAL MEDIA

- Social media management & posts to Facebook & Instagram (photography).Wickepin Shire

GOVERNANCE OTHER

- Liaison with Manager of Works, CEO and ESO for projects needing completion or works to be undertaken in Wickepin and surrounding towns.

Financial Implications: Nil

Strategic Implications: Aligns with Strategic Community Plan 2018 - 2028.

Statutory Environment: Nil

Policy Implications: Nil

Recommendation:

That the report from the Community Development Officer dated 9 June 2021 be accepted.

Voting Requirements: Simple majority.

Resolution No 160621-11

Moved Cr Hyde / Seconded Cr N Astbury

That the report from the Community Development Officer dated 9 June 2021 be accepted.

Carried 7/0

GOVERNANCE, AUDIT AND COMMUNITY SERVICES

10.2.06 Department of Transport Provision of Licensing Services

Submission To:	Ordinary Council
Location/Address:	Whole Shire
Name of Applicant:	Mark J Hook, Chief Executive Officer
File Reference:	LD.CN.2
Author:	Mark J Hook, Chief Executive Officer
Disclosure of any Interest:	Nil
Date of Report:	25 May 2021

Enclosure/Attachments:

1. Dot753621 agreement for the provision of licensing services in shire of Wickepin in terms of section 11 of the road traffic (administration) act 2008
2. Dot753621 agreement for the provision of non-road law functions in shire of Wickepin

Summary:

The Department of Transport are requesting Council to sign and attach the Common Seal to the following contracts for the provision of licensing services in the Shire of Wickepin.

1. Dot753621 agreement for the provision of licensing services in shire of Wickepin in terms of section 11 of the road traffic (administration) act 2008
2. Dot753621 agreement for the provision of non-road law functions in shire of Wickepin

Background:

The Shire of Wickepin agreement with the Department of Transport for the provision of licensing services under Section 11 of the Road Traffic (Administration) Act 2008 will expire on the 30th June 2021.

Comment:

The provision of licensing services at the Shire of Wickepin are delivered as a service to the residents in the Shire of Wickepin the cost of providing the service is offset by the commission fees received from the Department of Transport for undertaking the services on their behalf.

The CEO sees the provision of licensing services in the Shire of Wickepin as a service to the residents of the Shire of Wickepin. The commissions received do cover part cost of the Customer Service Officer Wages but do not cover the full cost of the time taken to provide licensing services. The provision of licensing services is a benefit to the community as it brings people to Wickepin and they do other things while in Wickepin such as shopping, collecting papers etc.

The new commissions are a slight increase on the previous commissions but still do not cover the full recovery costs of the licensing service provided.

It is the view of the CEO that Council should renew both contracts under the proposed agreements (attached separately) as a provision of licensing services to the Shire of Wickepin Residents.

The contracts require the Common Seal of the Shire of Wickepin under the Shire of Wickepin Standing Orders Local Law the following must be followed.

21.2 Custody and Use of Common Seal

The Chief Executive Officer shall have charge of the common seal of the Council and shall be responsible for the safe custody and proper use of it.

21.3 Seal Not to be Improperly Used

Except as required by law, or in the exercise of the express authority of the Council, the Chief Executive Officer shall not use the common seal of the Council.

Statutory Environment:

*Shire of Wickepin Standing Orders 21.2 and 21.3
Local Government Act 1995*

Division 3 — Documents**9.49A. Execution of documents**

- (1) A document is duly executed by a local government if —
 - (a) the common seal of the local government is affixed to it in accordance with subsections (2) and (3); or
 - (b) it is signed on behalf of the local government by a person or persons authorised under subsection (4) to do so.
- (2) The common seal of a local government is not to be affixed to any document except as authorised by the local government.
- (3) The common seal of the local government is to be affixed to a document in the presence of —
 - (a) the mayor or president; and
 - (b) the chief executive officer or a senior employee authorised by the chief executive officer, each of whom is to sign the document to attest that the common seal was so affixed.
- (4) A local government may, by resolution, authorise the chief executive officer, another employee or an agent of the local government to sign documents on behalf of the local government, either generally or subject to conditions or restrictions specified in the authorisation.
- (5) A document executed by a person under an authority under subsection (4) is not to be regarded as a deed unless the person executes it as a deed and is permitted to do so by the authorisation.
- (6) A document purporting to be executed in accordance with this section is to be presumed to be duly executed unless the contrary is shown.
- (7) When a document is produced bearing a seal purporting to be the common seal of the local government, it is to be presumed that the seal is the common seal of the local government unless the contrary is shown.

Policy Implications:

Nil

Financial Implications:

There could be a possible reduction of commissions due to more online presence for the Department of Transport amount at this stage unknown.

Council budgeted \$11,000 for commissions for the 2020/2021 Financial Year. As at the 25th May 2021, Council had received \$10,074.24.

Strategic Implications: Nil

Recommendation:

That the Shire of Wickepin sign and attach the common seal to the following contracts:

1. Dot753621 agreement for the provision of licensing services in shire of Wickepin in terms of section 11 of the road traffic (administration) act 2008
2. Dot753621 agreement for the provision of non-road law functions in shire of Wickepin

Voting Requirements: Simple majority

Resolution No 160621-12

Moved Cr W Astbury / Seconded Cr N Astbury

That the Shire of Wickepin sign and attach the common seal to the following contracts:

1. Dot753621 agreement for the provision of licensing services in Shire of Wickepin in terms of section 11 of the road traffic (administration) act 2008.
2. Dot753621 agreement for the provision of non-road law functions in Shire of Wickepin.

Carried 7/0

GOVERNANCE, AUDIT AND COMMUNITY SERVICES

10.2.07 Fees and Charges Adoption 2021/2022

Submission To:	Ordinary Council
Location/Address:	Whole Shire
Name of Applicant:	Mark J Hook, Chief Executive Officer
File Reference:	FM.BU.1208
Author:	Mark J Hook, Chief Executive Officer
Disclosure of any Interest:	Nil
Date of Report:	6 June 2021

Enclosure/Attachments:

Proposed Schedule of Fees and Charges 2021/2022

Summary:

Council is being requested to consider adopting the Schedule of Fees and Charges for the 2021/2022 year in advance of the 2021/2022 budget adoption.

Council may resolve:

1. To adopt the Officer's recommendation; or
2. Not resolve to accept the Officer's recommendation and review the Schedule of Fees and Charges as part of 2021/2022 budget deliberations.

Background:

In preparation for the 2021/2022 budget period, the attached fees and charges are submitted for Council adoption. By adopting the fees and charges prior to the budget any applicable advertising can be undertaken and the new charges can be incorporated into the draft budget workings.

Council's fees and charges contain clauses that allow fees set by external bodies to override those advertised and published by Council.

Comments:

Revenue raised from fees and charges does not constitute a significant proportion of income for the Shire of Wickepin however it is important to review these charges in light of the costs of maintaining council properties and delivering services to residents of the Shire of Wickepin.

The 2021/2022 Schedule of Fees and Charges has been formulated using the 2020/2021 year as a basis and incorporating new charges (shown in Red) and input from external statutory bodies.

In the annual budget agenda item, Council will still set additional fees and charges such as refuse kerbside collections and rates for rural and Townsite properties.

Statutory Environment:

6.16. Imposition of fees and charges

- (1) A local government may impose* and recover a fee or charge for any goods or service it provides or proposes to provide, other than a service for which a service charge is imposed.

*** Absolute majority required**

- (2) A fee or charge may be imposed for the following —
- a) providing the use of, or allowing admission to, any property or facility wholly or partly owned, controlled, managed or maintained by the local government;
 - b) supplying a service or carrying out work at the request of a person;
 - c) subject to section 5.94, providing information from local government records;
 - d) receiving an application for approval, granting an approval, making an inspection and issuing a licence, permit, authorisation or certificate;
 - e) supplying goods;
 - f) such other service as may be prescribed.
- (3) Fees and charges are to be imposed when adopting the annual budget but may be —
- a) imposed* during a financial year; and
 - b) amended* from time to time during a financial year.

*** Absolute majority required.**

6.19. Local government to give notice of fees and charges

If a local government wishes to impose any fees or charges under this Subdivision after the annual budget has been adopted it must, before introducing the fees or charges, give local public notice of —

- a) its intention to do so; and
- b) the date from which it is proposed the fees or charges will be imposed.

Policy Implications: Nil

Financial Implications: Revenue raised from fees and charges

Strategic Implications: Not Applicable

Recommendations:

That Council adopt the attached Schedule of Fees and Charges for the 2021/2022 financial year effective as of 1 July 2021.

Voting Requirements: Absolute Majority.

Resolution No 160621-13

Moved Cr Lansdell / Seconded Cr Allan

That Council adopt the attached Schedule of Fees and Charges for the 2021/2022 financial year effective as of 1 July 2021.

Carried 7/0

GOVERNANCE, AUDIT AND COMMUNITY SERVICES

10.2.08 Waiving Rates 26 Dalton Street Lake Yealering Progress Association

Submission To:	Ordinary Council
Location/Address:	26 Dalton Street Yealering WA 6372
Name of Applicant:	Lake Yealering Progress Association
File Reference:	A2574
Author:	Mark J Hook, Chief Executive Officer
Disclosure of any Interest:	Nil
Date of Report:	19 May 2021

Enclosure/Attachments:

Letter from Lake Yealering Progress Association – Waive Rates

Summary:

Council is being requested to waive the rates and service charges on Assessment A2574 owned by the Yealering Progress Association

Background:

The CEO has received a written request from the Lake Yealering Progressing requesting council to waive the 2021/2022 property rates and service fees on the Old Butchers Shop located at 26 Dalton Street Yealering WA 6372.

Council discussed this matter at the 19th August 2020 Council Meeting where the following resolution was lost due to it not being passed by an Absolute Majority.

That council under *6.47 Local Government Act 1995* waive the rates and service fees for assessment A2574 26 Dalton Street, Yealering WA 6372 owned by the Yealering Progress Association.

Vote was 4/3, as it was not carried by absolute majority - motion lost

Comments:

The Old Butchers Shop located at 26 Dalton Street Yealering would not automatically be exempted under *the Local Government Act 1995* as the property is not an exempted property under the *Local Government Act 1995*, as the owner is a non for profit organisation which is not an exemption under the *Local Government Act 1995*. Council may however under the *Local Government Act 1995*, Section 6.47 Concessions, waive the rates or service charge.

Council is unable to waive the ESL levies raised on this property.

6.47. Concessions

Subject to the *Rates and Charges (Rebates and Deferments) Act 1992*, a local government may at the time of imposing a rate or service charge or at a later date resolve to waive* a rate or service charge or resolve to grant other concessions in relation to a rate or service charge.

The Current rates and service charges as of the 19th May 2021 for the property situated at 26 Dalton Street Yealering WA 6372 are as follows.

Rates Minimum Levy	\$400
Rubbish Minimum Levy	\$440
Refuse Site Levy	\$18.40
ESL	\$84

If Council was to waive the fees the cost to council would be in the vicinity \$858.40 as Council has not set the 2021/2022 rates.



Map showing property at 26 Dalton Street Yealering WA 6372.

The Lake Yealering Progress Association has purchased the property to keep the property as part of history of Yealering.

As the building is not being used for any commercial purpose, and it is the understanding of the CEO that the property will be maintained, or restored at a later for the history of Yealering, Council should consider waiving the rates and service charges on this property as requested by the Lake Yealering Progress Association.

Statutory Environment:

Local Government Act 1995

6.26. Rateable land

- (1) Except as provided in this section all land within a district is rateable land.
- (2) The following land is not rateable land —
 - (a) land which is the property of the Crown and —

- (i) is being used or held for a public purpose; or
- (ii) is unoccupied, except —
 - (I) where any person is, under paragraph (e) of the definition of **owner** in section 1.4, the owner of the land other than by reason of that person being the holder of a prospecting licence held under the *Mining Act 1978* in respect of land the area of which does not exceed 10 ha or a miscellaneous licence held under that Act; or
 - (II) where and to the extent and manner in which a person mentioned in paragraph (f) of the definition of **owner** in section 1.4 occupies or makes use of the land;

and

- (b) land in the district of a local government while it is owned by the local government and is used for the purposes of that local government other than for purposes of a trading undertaking (as that term is defined in and for the purpose of section 3.59) of the local government; and
 - (c) land in a district while it is owned by a regional local government and is used for the purposes of that regional local government other than for the purposes of a trading undertaking (as that term is defined in and for the purpose of section 3.59) of the regional local government; and
 - (d) land used or held exclusively by a religious body as a place of public worship or in relation to that worship, a place of residence of a minister of religion, a convent, nunnery or monastery, or occupied exclusively by a religious brotherhood or sisterhood; and
 - (e) land used exclusively by a religious body as a school for the religious instruction of children; and
 - (f) land used exclusively as a non-government school within the meaning of the *School Education Act 1999*; and
 - (g) land used exclusively for charitable purposes; and
 - (h) land vested in trustees for agricultural or horticultural show purposes; and
 - (i) land owned by Co-operative Bulk Handling Limited or leased from the Crown or a statutory authority (within the meaning of that term in the *Financial Management Act 2006*) by that co-operative and used solely for the storage of grain where that co-operative has agreed in writing to make a contribution to the local government; and
 - (j) land which is exempt from rates under any other written law; and
 - (k) land which is declared by the Minister to be exempt from rates.
- (3) If Co-operative Bulk Handling Limited and the relevant local government cannot reach an agreement under subsection (2)(i) either that co-operative or the local government may refer the matter to the Minister for determination of the terms of the agreement and the decision of the Minister is final.
- (4) The Minister may from time to time, under subsection (2) (k), declare that any land or part of any land is exempt from rates and by subsequent declaration cancel or vary the declaration.
- (5) Notice of any declaration made under subsection (4) is to be published in the *Gazette*.
- (6) Land does not cease to be used exclusively for a purpose mentioned in subsection (2) merely because it is used occasionally for another purpose which is of a charitable, benevolent, religious or public nature.

6.47. Concessions

Subject to the *Rates and Charges (Rebates and Deferments) Act 1992*, a local government may at the time of imposing a rate or service charge or at a later date resolve to waive* a rate or service charge or resolve to grant other concessions in relation to a rate or service charge.

* *Absolute majority required.*

6.48. Regulation of grant of discounts and concessions

Regulations may prescribe circumstances in which a local government is not to exercise a power under section 6.46 or 6.47 or regulate the exercise of the power.

Policy Implications: Nil

Financial Implications:

If Council was to waive the fees the cost to council would be \$858.40 for 2020/2021 plus any future rates.

Strategic Implications: Nil

Recommendations:

That Council under *6.47 Local Government Act 1995* waive the 2021/2022 rates and service fees for assessment A2574 26 Dalton Street Yealering WA owned by the Yealering Progress Association.

Voting Requirements: Absolute majority.

Resolution No 160621-14**Moved Cr Hyde / Seconded Cr W Astbury**

That Council do not waive the 2021/2022 rates and service fees for assessment A2574 26 Dalton Street Yealering WA owned by the Yealering Progress Association.

Carried 7/0

GOVERNANCE, AUDIT AND COMMUNITY SERVICES

10.2.09 2021/2022 Community Grants

Submission To:	Ordinary Council
Location/Address:	Whole Shire
Name of Applicant:	Sam Dalmasson, Community Development Officer
File Reference:	CM.PLA.404
Author:	Sam Dalmasson, Community Development Officer
Disclosure of any Interest:	Nil
Date of Report:	4 June 2021

Enclosure/Attachments:

Community grants received from

1. Wickepin History Group
2. Ignite Wicky
3. Lake Yealering Bowling Club
4. Lake Yealering Progress Association
5. Wickepin District Sports Club (WDSC)
6. WDSC – Wickepin Bowling Club
7. Wickepin Community Christmas Tree

Summary:

Council is being requested to allocate the 2021/2022 community grants.

Background:

Each year the Shire of Wickepin makes a budget provision of a maximum of 2.5% of the previous year's levied rates to distribute to community groups and sporting organisations. This equates to \$37,252 GST Exclusive for the coming funding period. The objective of the funding is to establish or improve playing areas or buildings necessary for the conduct of sport or for community use, support for major sporting and community events, support for sporting or coaching clinics, to assist community groups in establishing a service, activity seen as a need for the betterment of and improvement to the enjoyment of life within the community, and increasing visitors to the region.

Details of the funding guidelines are provided in Policy Guidelines 3.1.5 – Sponsorship, Contributions and Donations to Sporting and Community Groups.

Council may endorse funding of \$37,252 GST Exclusive being 2.5% of the 2020/2021 levied rates. \$3,000 per year will be allocated to a rolling fund for grants under \$500 with the CEO being given delegated authority to authorise the grants under \$500. Sponsorship of \$1,500 has already been placed in the 2021/2022 budget deliberations under General Ledger Account 4922 leaving an amount of **\$33,025** GST Exclusive available for distribution.

The Sponsorship breakdown under General Ledger Account 4922 in the 2021/2022 Budget Estimates are as follows:

Sponsorship	4922
Tennis Clubs - Shire Tennis Day	\$200
Wickepin Bowling Club - Merino Fours	\$500
Wickepin Bowling Club – Ladies Gala Day	\$100
Wickepin Football Club - Silver Sponsorship	\$500
Golf Clubs - Shire Golf Day	\$200

Comments:

The following table provides a summary of GST Exclusive funding granted to community and sporting groups as part of the Shire of Wickepin Community Grants process, over the past 5 years.

Community Grants GL 149220	2016/17	Requested	2017/18	Requested	2018/19	Requested	2019/20	Requested	2020/21	Total
Wickepin CRC			\$1,938			\$14,474.25	\$14,478	\$4,316	\$4,316	\$20,732
Wickepin Community Shed								\$1,582	\$1,582	\$1,582
Wickepin Golf Club					\$3,336			\$6,136	\$6,136	\$9,472
	\$200		\$200		\$200				\$200	\$800
Wickepin Tennis Club								\$908	\$908	\$908
	\$200		\$200		\$200					\$600
Wickepin Bowling Club	\$1,250							\$3,026	\$3,026	\$4,276
									\$600	\$600
Wickepin District Sports Club	\$6,010				\$3,626	\$3,643	\$3,643	\$3,935	\$3,935	\$13,279
Wickepin Playgroup					\$690	\$1,264	\$1,264			\$1,954
Wickepin Ladies Hockey Club										\$0
Wickepin P & C			\$2,121		\$7,200					\$9,321
Wickepin Primary School Grants										\$0
Wickepin Netball Club										\$0
Wickepin Men's Shed					\$2,249	\$700	\$700			\$2,949
Wickepin Football Club	\$6,000							\$2,100	\$2,100	\$8,100
	\$500		\$500		\$500				\$500	\$2,000
Wickepin Indoor Carpet Bowls										\$0
Wickepin Triathlon										\$0
Wickepin Cricket Club										\$0
Albert Facey Homestead	\$1,920									\$1,920
Wickepin Arts & Crafts			\$769		\$609			\$500	\$500	\$1,878
Wickepin History Group			\$429			\$486	\$486	\$988	\$988	\$1,903
Wickepin Art Competition										\$0
Children with Special Needs Support										\$0
Lake Yealering Progress Association			\$2,000		\$4,000	\$2,000	Declined	\$7,200	7,200	\$13,200
Yealering Bowling Club	\$7,310		\$6,860		\$1,265	\$1,952	\$1,952	\$1,500	\$1,500	\$18,887
Yealering Golf Club										\$0
Yealering Playgroup			\$3,207							\$3,207
Yealering Tennis Club										\$0
Yealering P & C						\$6,645.00				\$0
Harrismith Cricket Club										\$0
Harrismith Golf Club			\$3,740			\$3,106	\$3,106			\$6,846
Harrismith Community Committee										\$0
Tincurrin Primary School										\$0
Tincurrin P & C										\$0
St John Ambulance										\$0
Toolibin Tennis Club			\$1,100					\$2,500	\$2,500	\$3,600
WaterShed News Inc										\$0
Total	\$23,390		\$23,064		\$23,875		\$25,629		\$35,991	\$131,949

The Shire of Wickepin invited applications for the 2021/2022 Community Grants with applications closing on Friday 21 May 2021 at 4.00pm. Applications were received from the following groups on the appropriate form and prior to the advertised deadline.

2021/2022 Budget Requests	GST INC	GST EXC
Wickepin History Group	\$898	\$810.00
Ignite Wicky	\$3,825.25	\$3,477.50
Lake Yealering Bowling Club	\$6,451.50	\$5,865.00
Lake Yealering Progress Association	\$9,268.00	\$8,425.45
WDSC	\$2,083.40	\$1,894.00
WDSC – Wickepin Bowling Club	\$3,722.40	\$3,429.45
Wickepin Community Christmas Tree	\$550.00	\$500.00
Total	\$26,798.55	\$24,401.40

The amount of \$24,401.40 GST Exclusive GRANTS requested is below the amount to be allocated in the 2021/2022 budget estimates of \$33,025 by \$8,623.60.

Application 1	Wickepin History Group
Purpose of Organisation	To document Wickepin's development in different areas including community commercial and agricultural families
Incorporated	No
Financial information attached:	Yes
Previous funding:	\$591.00
Purpose of funding:	Displaying Wickepin's historical photos – Toolseum
Alternative funding sought:	No
Support of members and general community eg letters of support or meeting minutes	Support of members and community
Total project cost:	\$898 GST Inclusive
Funding requested:	\$898 GST Inclusive
Project budget and quotes supplied:	Yes

The application by the Wickepin History Group meets all the criteria under the funding guidelines. The supply of the frames will allow for the display of historical photos in the Wickepin hall and at community events. Amount requested is 100% Grant Funding which is within Council Policy.

Application 2	Ignite Wicky
Purpose of Organisation	Ignite Wicky aims to connect the residents of Wickepin and improve tourism by hosting a range of social events
Incorporated	No
Financial information attached:	Yes
Previous funding:	-
Purpose of funding:	Purchase of equipment to host events
Alternative funding sought:	No
Support of members and general community eg letters of support or meeting minutes	Yes Letter of support from group members
Total project cost:	\$ 4727.50 GST Inclusive
Funding requested:	\$ 3825.25 GST Inclusive
Project budget and quotes supplied:	Quote Coolaroo \$28.99, artificial grass \$1,624.48, Mr Festoon Lights \$1,032, In Any Event \$957.30, Polvin Fencing \$1,582

The application by Ignite Wicky meets all the criteria under the funding guidelines however, Council should consider purchasing the equipment. Amount requested does not meet Council Funding of 75% between \$2000.00 and \$5000.00.

Application 3	Lake Yealering Bowling Club
Purpose of Organisation	To encourage members of the club all community members to stay active and healthy in our community
Incorporated	Yes
Financial information attached:	Yes
Previous funding:	2020/2011 \$1,500
Purpose of funding:	Infrastructure improvement to the Bar/kitchen area
Alternative funding sought:	No
Support of members and general community eg letters of support or meeting minutes	Requested by members, letters of support received.
Total project cost:	\$8602.00 GST Inclusive
Funding requested:	\$6451.50 GST Inclusive
Project budget and quotes supplied:	Quote Kulker Carpentry & Construction and Bunbury Blind Gallery

The application by the Lake Yealering Bowling Club meets all the criteria under the funding guidelines. The improvement to the bar/kitchen area would benefit current members with the potential to attract new members to the venue. Amount requested does not meet Council Funding of 50% over \$5000.00.

Application 4	Lake Yealering Progress Association
Purpose of Organisation	Encourage moral standards recreation health education social standards in our community. To further the interest and wellbeing of the District
Incorporated	Yes
Financial information attached:	Yes
Previous funding:	\$7,200
Purpose of funding:	Croquet Garden Wall/Seating
Alternative funding sought:	No
Support of members and general community eg letters of support or meeting minutes	Discussion held at Croquet Garden busy bee, no minutes or letters
Total project cost:	\$9268.00
Funding requested:	\$9268.00
Project budget and quotes supplied:	Quote Digging Docker \$8,300 Quote Hillco Transport Pty Ltd \$968

The application by the Lake Yealering Progress Association meets all the criteria under the funding guidelines. Photographs supplied show the existing area to be an eyesore and needs restoration. The retaining wall will improve the aesthetics of the area and supply members and visitors seating. Amount requested does not meet Council Funding of 50% over \$5000.00.

Application 5	WDSC
Purpose of Organisation	Overarching body for the Wickepin Tennis, Bowls and Golf Clubs.
Incorporated	Yes
Financial information attached:	Yes
Previous funding:	2019/2020 \$4,035
Purpose of funding:	New ice machine for bar area
Alternative funding sought:	No
Support of members and general community eg letters of support or meeting minutes	Minutes WDSC 27-04-2021
Total project cost:	\$2777 GST Inclusive
Funding requested:	\$2083.40 GST Inclusive
Project budget and quotes supplied:	Quote ARCUS \$ 2,525, \$3,225, \$2,215 and \$4,512

The application by the Wickepin District Sports Club meets all the criteria under the funding guidelines. An ice machine will help maintain quality service and encourage the use of the facility. Amount requested does not meet Council Funding of 75% between \$2000.00 and \$5000.00.

Application 6		WDSC – Wickepin Bowling Club	
Purpose of Organisation		Overarching body for the Wickepin Tennis, Bowls and Golf Clubs.	
Incorporated		Yes	
Financial information attached:		Yes	
Previous funding:		2019/2020 \$4,035	
Purpose of funding:		Water Cooler	
Alternative funding sought:		No	
Support of members and general community eg letters of support or meeting minutes		Minutes WDSC	
Total project cost:		\$4963.00 GST Inclusive	
Funding requested:		\$3722.40 GST Inclusive	
Project budget and quotes supplied:		Quote ARCUS \$2,525, \$3,225, \$2,215 and \$4,512 plus \$260 Walter filter kit	

The application by the Wickepin District Sports Club on behalf of the Wickepin Bowling Club meets all the criteria under the funding guidelines. A water cooler machine will help maintain quality service and encourage the use of the facility. Amount requested does not meet Council Funding of 75% between \$2000.00 and \$5000.00.

Application 7		Wickepin Playgroup	
Purpose of Organisation		To encourage members of the club all community members to stay active and healthy in our community	
Incorporated		No	
Financial information attached:		Yes	
Previous funding:		2019/2020 \$1,264	
Purpose of funding:		Wickepin Community Christmas Tree	
Alternative funding sought:		No	
Support of members and general community eg letters of support or meeting minutes		Supported by members	
Total project cost:		\$1386.00 GST Inclusive	
Funding requested:		\$550 GST Inclusive	
Project budget and quotes supplied:		Quote thingamebobs various Christmas decoration items approx. \$550	

The application by the Wickepin Playgroup meets all the criteria under the funding guidelines. The current Christmas decorations are worn and require replacement. Amount requested is 100% Grant Funding which is within Council Policy.

Statutory Environment:

Local Government Act 1995.

Policy Implications:

3.1.5 SPONSORSHIP, CONTRIBUTIONS AND DONATIONS TO SPORTING AND COMMUNITY GROUPS

OBJECTIVE: Provide guidelines for the provision of financial assistance to community and sporting clubs within the Shire of Wickepin.

A maximum of 2.5% of the previous year's levied rates may be provided for in Council's budget each year to distribute to community and sporting organisations upon application to the Council.

\$3,000 per year will be allocated to a rolling fund for grants under \$500 with the CEO being given delegated authority to authorise the grants under \$500.

3.1.5.1 FUND OBJECTIVE

Funds from Council may be made available for the following:

- establishment or improvement of playing areas or buildings
- Support for major sporting and community events
- Support for general sporting clinics, including coaching clinics :and
- To assist community groups in establishing a service or activity seen as a need for the betterment of and improvement to the enjoyment of life within the community.
- Increasing visitors to the region

Council may fund the following:

- 100% up to \$2000
- 75% between \$2,000 and \$5,000
- 50% \$5,000 and above

Voluntary labour and equipment may be included in the applicant's contribution at a value of \$25/hour.

Council employees or equipment may be used in lieu of a cash contribution from Council.

Council will favour applications that would not otherwise be funded through other government grants e.g. CSRFF.

3.1.5.2 APPLICATION PROCEDURE

Applications for funding must be received at the Shire of Wickepin Office by close of business of the due date each year to be considered in the Council budget. Applications are to be made in writing on the Shire of Wickepin Community Grants form (attached).

Applications should only be made when an applicant group is confident that all cash the applicant proposes to contribute will be readily available if a grant is approved.

The value of work undertaken by volunteers can be included in the local contribution but this value may not exceed one third of the completed value of the project. The voluntary work should be described and valued at the rate of \$25.00 per hour.

Funds are not to be used for trophies, prizes or expenses (including loan repayments) incurred in the conduct of the sport or community activities.

Council reserves the right for the CEO or his/her delegate to carry out an inspection of the project at any time prior to and at completion of the project.

3.5.5.3 GUIDELINES

All applications must be completed on the Shire of Wickepin Community Grants form attached.

Applications should be supported by 2 written quotes for materials or other goods included in the funding submission if possible.

Applications will be acknowledged as received by Council.

Council reserves the right to request further information on demand.

Council reserves the right to consider and allocate funds without the right of appeal. Money will not be allocated for completed projects. Council reserves the right to set aside large projects as longer term budget items to be funded over more than one year.

No project requiring funding shall commence without the written consent of Council.

Money granted must be spent on the project allocated.

All monies allocated must be spent and claimed by 30 June in the financial year for which it was allocated and any unspent allocation will not be carried over to the next budget year.

Council reserves the right to inspect reserves and buildings without prior notification to the respective committee.

All funded projects are to acknowledge the Shire of Wickepin through project media, community engagement and event promotions. CDO can provide support regarding signage and approved use of the Shires Logo.

Ineligible Items:

- Private or commercial ventures or activities
- Retrospective Funding
- Purchase of Land
- Support for an individual pursuit
- Events/activities/programs that already receive financial assistance from other source of funding
- Events/activities/programs that are eligible under the CSRFF grants scheme

All successful applicants must provide Council with an acquittal of all grants on an acquittal form available from the Shire Administration Office.

RESOLUTION:	DATE OF REVIEW:
151008.10/11/12/13/14/15	15 October 2008
170615-12	17/06/2015
150317-11	15/03/2017
180320-02	19/02/2020

7.3.3 ESTABLISHMENT AND MAINTENANCE OF PLAYGROUND EQUIPMENT

OBJECTIVE: Provide clear parameters in relation to the establishment and maintenance of playground equipment.

All playground equipment purchased by Council, donated or supplied on a joint venture basis and constructed on Council owned or controlled land shall be in accordance with the Australian Standards Association (1924, Part 1, 1981) Playground Equipment for Parks, Schools and Domestic Use. (ASA 2155 - 1982 and 2555 - 1982)

The CEO shall order the immediate removal of any items of playground equipment that are deemed not conforming and dangerous and shall have the authority to remove any item and place in the Council's depot if the order for its removal is disregarded.

Financial Implications:

An amount of 2.5% of rates is budgeted every year for community grants, the 2020/2021 allocation based on this formula is \$37,020 less the amounts allocated for sponsorship of \$1,400 and \$3,000 for grants under \$500 leaving a total of \$ 32,620 for allocation in the 2020/2021 budget estimates.

The amount of \$33,294 GST Exclusive GRANTS requested is above the amount to be allocated in the 2020/2021 budget estimates of \$32,620 by \$674.

Strategic Implications:

Aligns with Strategic Community Plan 2018 -2028.

infrastructure

GOAL 4: Maintain Shire owned facilities in a strategic manner and also to meet community needs

SHORT TERM STRATEGY	MEDIUM TERM STRATEGY	POINT OF MEASUREMENT	10 YR OUTCOME
4.1 Asset Management Plan is developed and adopted 4.2 Encourage greater usage of current Shire owned facilities	4.3 Asset Management Plan is reviewed 4.4 Support the improvement and maintenance of assets in a strategic manner	- Level of facility usage is maintained and increases - Level of community investment into facilities and equipment	Asset maintenance and preservation is in line with community needs and Shire financial resources

Recommendations:

- 1) That Council place in the budget estimates the application from the Wickepin History Group for funding of \$810 exclusive of GST to purchase frames for the display of historical photos in the Toolseum.
- 2) That Council place in the budget estimates the application from the Ignite Wicky for funding of \$3,478 exclusive of GST to host sundowner events and purchase equipment needed to host events. Council should consider purchasing the equipment for usage.
- 3) That Council place in the budget estimates the application from the Yealering Bowling Club for funding of \$5,865 exclusive of GST for the improvement to the bar/kitchen.
- 4) That Council place in the budget estimates the application from the Lake Yealering Progress Association for funding of \$8,425.40 exclusive of GST for the installation of a croquet garden/retaining wall.
- 5) That Council place in the budget estimates the application from the Wickepin District Sports Club for funding of \$1,894 exclusive of GST for the purchase of an ice machine.
- 6) That Council place in the budget estimates the application from the WDSC – Wickepin Bowling Club for funding of \$3,384 exclusive of GST for the purchase of a water cooler.
- 7) That Council place in the budget estimates the application from the Wickepin Playgroup for funding of \$500 exclusive of GST for the replacement of Christmas decorations for the Wickepin Christmas tree.

Voting Requirements:

Simple majority

Resolution No 160621-15**Moved Cr Lansdell / Seconded Cr N Astbury**

That Council place in the budget estimates the application from the Wickepin History Group for funding of \$810 exclusive of GST to purchase frames for the display of historical photos in the Toolseum.

Carried 7/0

L Marchei left the meeting at 4.45pm and returned at 4.49pm.

Resolution No 160621-16**Moved Cr Lansdell / Seconded Cr N Astbury**

That Council purchase the equipment as requested by Ignite Wicky in their Community Funding application and that an amount of \$2000 be placed in the CDO projects budget.

Carried 7/0

Resolution No 160621-17**Moved Cr W Astbury / Seconded Cr S Hyde**

- a. That council decline the application from the Lake Yealering Progress Association for funding of \$8,425.40 exclusive of GST for the installation of a croquet garden/retaining wall.
- b. That the MWS prepare a report and costings for the construction of a retaining wall for 2021/22 budget consideration.

Carried 7/0

Cr Lansdell declared an interest in recommendations 5 & 6 and left the meeting at 4.59pm.

Resolution No 160621-18**Moved Cr W Astbury / Seconded Cr N Astbury**

That Council place in the budget estimates the application from the Wickepin District Sports Club for funding of \$1,894 exclusive of GST for the purchase of an ice machine.

Carried 6/0**Resolution No 160621-19****Moved Cr Allan / Seconded Cr N Astbury**

That Council place in the budget estimates the application from the WDSC – Wickepin Bowling Club for funding of \$3,384 exclusive of GST for the purchase of a water cooler.

Carried 6/0

Cr Lansdell returned to the meeting at 5.40pm.

Resolution No 160621-20**Moved Cr N Astbury / Seconded Cr W Astbury**

That Council place in the budget estimates the application from the Wickepin Playgroup for funding of \$500 exclusive of GST for the replacement of Christmas decorations for the Wickepin Christmas tree.

Carried 7/0

Resolution No 160621-21**Moved Cr Hyde / Seconded Cr W Astbury**

That Council decline the application from the Yealering Bowling Club for funding of \$5,865 exclusive of GST for the improvement to the bar/kitchen.

Carried 7/0

GOVERNANCE, AUDIT AND COMMUNITY SERVICES

10.2.10 Review of Delegations from Council to Chief Executive Officer

Submission To:	Ordinary Council
Location/Address:	Whole Shire
Name of Applicant:	Mark J Hook, Chief Executive Officer
File Reference:	GO.AUT.1320
Author:	Mark J Hook, Chief Executive Officer
Disclosure of any Interest:	Nil
Date of Report:	10 June 2021

Enclosure/Attachments:

Delegation Register 2021

Summary:

Council is being requested to adopt the reviewed delegation register as at the 1st June 2021.

Background:

Council in accordance with *Section 5.46 of the Local Government Act* is required to review all delegations to the Chief Executive Officer excluding those in section 5.43 of the Act.

Comments:

Local Government Act 1995

Part 5-Administration

Division 4-Local Government Employees

5.43. Limits on Delegations to Chief Executive Officer;

A local government cannot delegate to a Chief Executive Officer any of the following powers or duties;

- (a) any power or duty that requires a decision of an absolute majority or a 75% majority of the local government;
- (b) accepting a tender which exceeds an amount determined by the local government for the purpose of this paragraph;
- (c) appointing an auditor;
- (d) acquiring or disposing of any property valued at an amount exceeding an amount determined by the local government for the purpose of this paragraph;
- (e) any of the local government's powers under section 5.98, 5.98A, 5.99, 5.99A or 5.100;
- (f) borrowing money on behalf of the local government;
- (g) hearing or determining an objection of a kind referred to in section 9.5;
- (h) any power or duty that requires the approval of the Minister or the Governor; or
- (i) such other powers or duties as may be prescribed.

[Section 5.43 amended by No. 49 of 2004 s. 16(3) and 47.]

The following is a list of powers and duties that are currently delegated to the Chief Executive Officer or other senior officer:

- A1 Cheque Signing and account authorisation
- A2 Septic tank application approvals
- A3 Building approvals
- A4 Roadside advertising
- A5 Application for planning consent
- A6 Appointment and termination of staff
- A7 Rates recovery – instalment payments
- A8 Issue of orders
- A9 Legal advise
- A10 Permits to use explosives
- A11 Street Stalls
- A12 Liquor consumption on shire owned property
- A13 Hire of Community Halls/Community Centre
- A14 The food act 2008 and the food regulations 2009
- A15 The public health act 2016
- A16 Sponsorship, contributions and donations to sporting and community groups

There has been three additions to the delegation register since the last review.

- A14 The food act 2008 and the food regulations 2009
- A15 The public health act 2016
- A16 Sponsorship, contributions and donations to sporting and community groups

Statutory Environment:

Compliance with the provisions of the *Local Government Act 1995 – Section 5.46*

To comply with the *Local Government Act 1995* Council needs to adopt the reviewed delegation register as attached under separate cover.

5.46. Register of, and records relevant to, delegations to CEO and employees

- (1) The CEO is to keep a register of the delegations made under this Division to the CEO and to employees.
- (2) At least once every financial year, delegations made under this Division are to be reviewed by the delegator.

Policy Implications:

There are a number of Council policies that complement the list of delegations. Council can delegate whatever power or duty it wishes to the Chief Executive Officer, provided that power or duty is not specifically excluded under section 5.43 of the *Local Government Act 1995* (as amended)

Financial Implications: Nil

Strategic Implications: To provide efficient, effective and accountable governance.

Recommendations:

That council adopts Shire of Wickepin Delegations Register as reviewed at its ordinary meeting on 16 June 2021.

Voting Requirements: Absolute Majority.

Resolution No 160621-22

Moved Cr W Astbury / Seconded Cr Hyde

That council adopts Shire of Wickepin Delegations Register as reviewed at its ordinary meeting on 16 June 2021.

Carried 7/0

GOVERNANCE, AUDIT AND COMMUNITY SERVICES**10.2.11 Transfer to Reserve 2020/2021**

Submission To:	Ordinary Council
Location/Address:	Wogolin Road
Name of Applicant:	Mark J Hook, Chief Executive Officer
File Reference:	FM.BU.1208
Author:	Mark J Hook, Chief Executive Officer
Disclosure of any Interest:	Nil
Date of Report:	18 May 2021

Enclosure/Attachments: Nil

Summary:

Council is being requested to move the following amount to reserves as adopted in the 2020/2021 budget.

Council will also transfer the savings made from plant purchases and the net difference from the income and expenditure accounts, for the following accounts.

1. Wickepin Community Bus,
2. Wickepin Sale yards,
3. Cottage Homes,
4. Yarling Court Singles Accommodation
5. Joint Venture Accommodation units in Collins Street

Background:

Council generally moves the transfer of municipal funds to council's reserves as outlined within the 2020/2021 Budget estimates prior to the 30 June each year.

Comments:

There have been a number of savings on the purchase of plant items this year and these amounts are in the calculations that are being transferred to the Plant Reserve.

	Budget Nett	Actual Changeover	Transfer to Reserve
WK632	26,000	24,500	1,500
OWK	12,000	8,900	3,100
WK1955	70,000	50,800	19,200
WK2283	50,000	00.00	50,000
WK698	45,000	00.00	45,000
TOTAL	203,000	84,200	118,800

Council also transfers the differences between the Expenditure and Income from the following operating accounts each year.

GL Account	Name	Expenditure \$	Income \$	Amount to Reserves \$
LFF1	Wickepin Fuel Facility	11,402	25,642	14,240
LSY1	Sale yards	3,246	7,982	4,736
LCH1	Cottage Homes	12,546	20,125	7,579
LYS1	Yarling Court	15,168	17,779	2,611
LJV1	Joint Venture	9,052	11,550	2,498
4032	Community Bus	3,356	2,600	-756

Council at the 17 March 2021 Council meeting passed the following resolution.

Resolution No 170321-17

Moved Cr A Lansdell / Seconded Cr F Allan

That Council transfer \$88,380 from balance from the LCP1 Wickepin Caravan Park and Accommodation Units for the Design and Construct Caravan Park 2020/2021 Budget Allocation to a cash backed reserve for the development of the Caravan Parks and Accommodation Reserve.

That Council transfer \$200,000 from the savings highlighted in the 2020/2021 Annual Budget Review to a cash backed reserve for WANDRA events and emergency road repairs.

Carried 7/0

The amounts being requested to be transferred this year as at 16 June 2021 are as follows.

- Cottage Homes \$7,579
- Computer Reserve \$10,000
- Yarling Court Singles Accommodation \$ 5,000
- Wickepin Sewerage System \$30,000
- Plant Reserve \$159,800
- Saleyard Reserve \$5,000
- Wickepin Fuel Facility \$59,240
- Joint Venture \$2,498
- Caravan Park and Accommodation \$88,380
- WANDRA Events and Emergency Road Repairs \$200,000

TOTAL \$567,497

The amount of \$45,000 for the replacement of P698 - 2015 Duro Hino Tip Truck will be reentered into the 2021/2022 budget as a capital purchase with the changeover amount of \$45,000 coming from the Plant Reserve fund.

Statutory Environment:

Local Government Act 1995

6.11. Reserve accounts

- (1) Subject to subsection (5), where a local government wishes to set aside money for use for a purpose in a future financial year, it is to establish and maintain a reserve account for each such purpose.*
- (2) Subject to subsection (3), before a local government —*
 - (a) changes* the purpose of a reserve account; or*
 - (b) uses* the money in a reserve account for another purpose,**it must give one month's local public notice of the proposed change of purpose or proposed use.*

*** Absolute majority required.**

- (3) A local government is not required to give local public notice under subsection (2) —*
 - (a) where the change of purpose or of proposed use of money has been disclosed in the annual budget of the local government for that financial year; or*
 - (b) in such other circumstances as are prescribed.*
- (4) A change of purpose of or use of money in, a reserve account is to be disclosed in the annual financial report for the year in which the change occurs.*
- (5) Regulations may prescribe the circumstances and the manner in which a local government may set aside money for use for a purpose in a future financial year without the requirement to establish and maintain a reserve account.*

Local Government (Financial Management) Regulations 1996

Regulation 17

Reserve accounts

- (1) A reserve account is to have a title that clearly identifies the purpose for which the money in the account is set aside.*
- (2) In the accounts, annual budget and financial reports of the local government a reserve account is to be referred to —*
 - (a) in the information required by regulations 27(g) and 38, by its full title; and*
 - (b) otherwise, by its full title or by an abbreviation of that title.*

[Regulation 17 amended in Gazette 20 Jun 1997 p. 2839.]

Regulation 18

Circumstances in which local public notice not required for change of use of money in reserve account — s. 6.11(3)(b)

A local government is not required to give local public notice of a proposed change of use of money in a reserve account —

- (a) where the money is to be used to meet expenditure authorised by the mayor or president under section 6.8(1)(c); or*
- (b) where the total amount to be so used does not exceed \$5 000 in a financial year.*

Regulation 38

Reserve account information

- (1) *In relation to each reserve account, the annual financial report is to include details of —*
- (a) the purpose for which the money in the account is set aside;*
 - (b) the amount set aside during the financial year;*
 - (c) the amount used during the financial year;*
 - (d) the opening balance brought forward on 1 July;*
 - (e) the closing balance at 30 June;*
 - (f) if the money held in a financial institution or institutions is insufficient to match the corresponding asset account in the balance sheet —*
 - (g) when the local government anticipates the money in the account will be used; and*
 - (h) if the purpose of the account was changed or if money in the account was used for another purpose —*
 - (i) the purpose for which the money was used;*
 - (ii) the amount changed or used; and*
 - (iii) the objects of, and reasons for, the change or use.*
- (2) *In relation to an asset re valuation reserve established in accordance with the AAS, the annual financial report is not to include the details set forth in sub regulation(1).*

[Regulation 38 amended in Gazette 20 Jun 2008 p. 2725.]

Policy Implications:

OTHER CULTURE

7.5.1 SALEYARD USE

OBJECTIVE: Provide clear parameters in relation to saleyard use.

The Wickepin Saleyards are available for appropriate hire. 24 hours must separate the close of one sale and the commencement of receivables for next sale.

The Council will set a fee for use of the saleyards as set out on the Fees and Charges.

All operational matters in relation to the saleyards are to be referred to the Saleyard Advisory Committee.

Profits for saleyard fees are to be transferred to the Saleyard Reserve account at the end of each financial year.

6.2.5 COMMUNITY BUS USE

OBJECTIVE: Provide clear parameters in relation to the use of Shire of Wickepin community bus.

The Shire of Wickepin community bus is available for use. Fees are set each year in the Shire of Wickepin Fees and Charges.

Smoking is not permitted on the community bus in any circumstance.

The vehicle is not to be driven under the influence of alcohol or other drugs in any circumstance.

6.2.5.7 OPERATING BUDGET

Council will make an annual allowance for maintenance, repair and replacement of the community bus.

Any surplus from the operating budget should be transferred to the plant replacement reserve.

Financial Implications: Transfer to reserves of \$567,497.

Strategic Implications: Nil

Recommendations:

That Council transfers the following amounts to the following reserves prior to 30 June 2021.

• Cottage Homes	\$7,579
• Computer Reserve	\$10,000
• Yarling Court Singles Accommodation	\$ 5,000
• Wickepin Sewerage System	\$30,000
• Plant Reserve	\$159,800
• Saleyard Reserve	\$5,000
• Wickepin Fuel Facility	\$59,240
• Joint Venture	\$2,498
• Caravan Park and Accommodation	\$88,380
• WANDRA events and Emergency Road Repairs	\$200,000

TOTAL **\$567,497**

Voting Requirements: Simple majority

Resolution No 160621-23

Moved Cr Hyde / Seconded Cr Lansdell

That Council transfers the following amounts to the following reserves prior to 30 June 2021.

• Cottage Homes	\$7,579
• Computer Reserve	\$10,000
• Yarling Court Singles Accommodation	\$ 5,000
• Wickepin Sewerage System	\$30,000
• Plant Reserve	\$159,800
• Saleyard Reserve	\$5,000
• Wickepin Fuel Facility	\$59,240
• Joint Venture	\$2,498
• Caravan Park and Accommodation	\$88,380
• WANDRA events and Emergency Road Repairs	\$200,000

TOTAL **\$567,497**

Carried 7/0

GOVERNANCE, AUDIT AND COMMUNITY SERVICES

10.2.12 2021 WA Local Government Convention

Submission To:	Ordinary Council
Location/Address:	Whole Shire
Name of Applicant:	Mark J Hook, Chief Executive Officer
File Reference:	GR.SL.1452
Author:	Mark J Hook, Chief Executive Officer
Disclosure of any Interest:	Nil
Date of Report:	3 June 2021

Enclosure/Attachments:

WALGA Information and Registration Brochure

Summary:

Council is being requested to register delegates for WALGA's AGM, which will take place on Monday, 20 and Tuesday, 21 September, with the Opening Welcome Reception being held on the evening of Sunday, 19 September. After many years, the event returns to Crown Perth and will once again provide a valuable opportunity to meet other Council CEOs and Elected Members from around the State, share stories and experiences and learn from one another.

Background:

The Annual General Meeting for the Western Australian Local Government Association (WALGA) will be held on **Monday, 20 September 2021** at Crown Perth.

Key dates are as follows:

- **Friday, 2 July** – Deadline to submit motions proposing amendments to WALGA's constitution
- **Friday, 16 July** – Deadline to submit motions for the AGM Agenda
- **Friday, 27 August** – Registration of voting delegates closes
- **Monday, 20 September** – Annual General Meeting, Crown Perth

Registration for the 2021 WA Local Government Convention is now open. The event, which incorporates WALGA's AGM, will take place on Monday, 20 and Tuesday, 21 September, with the Opening Welcome Reception being held on the evening of Sunday, 19 September.

Closing date for nominations is 1st September 2021.

Comments:

Council needs to choose the voting delegate to the Annual General Meeting (AGM) of WALGA.

All Member Councils are entitled to be represented by two (2) voting delegates at the Annual General Meeting of the WA Local Government Association.

The registration deadline is Wednesday, 1 September.

In the event that a Voting Delegate is unable to attend, provision is made for proxy delegates to be registered. Only registered delegates or proxy registered delegates are permitted to exercise voting entitlements on behalf of Member Councils. Delegates may be Elected Members or serving officers.

All Voting Delegates, whether registered for the Convention or not, will need to present at the WALGA Delegate Service Desk prior to the AGM to collect their electronic voting device (keypad) for voting and identification tag to gain entry into the Annual General Meeting.

VOTING DELEGATES	PROXY Voting Delegates (2)
Name of Voting Delegates (2):	Name of Proxy Voting Delegates (2):

Councils Policy 2.1.1 Councillors Attendance at Conferences, Seminars, Training and Induction Courses States the following:

Two delegates, two observers, the CEO and partners may attend Local Government Week.

Statutory Environment: Nil

Policy Implications:

2.1 MEMBERS OF COUNCIL

2.1.1 COUNCILLORS ATTENDANCE AT CONFERENCES, SEMINARS, TRAINING AND INDUCTION COURSES

OBJECTIVE: Council supports relevant training opportunities for Councillors and will meet reasonable costs associated with attending conferences, seminars, training and induction courses.

Priority is given to induction or training courses specifically organised for the benefit of new Councillors.

Two delegates, two observers, the CEO and partners may attend Local Government Week.

Conferences, seminars or courses held by organisations of which Council is a member or has an interest in (e.g. Central Country Zone of WALGA) may be attended by Council's appointed representatives to those organisations or other nominated delegates.

The Council, Shire President or CEO may authorise payment of costs of attending any conference, seminar, training or induction course including travel, accommodation, meals, telephone expenses, childcare and other reasonable expenses. Councillors must provide all receipts to the CEO.

Reports on attendance at any conference should be provided to Council upon return.

Financial Implications:

Costs for the convention registration fees at Local Government week 2021 are \$1,200 per delegate plus accommodation and other conference extras such as Gala Dinner \$165 Each

Strategic Implications: Nil

Recommendations:

1. That the Chief Executive Officer register the Chief Executive Officer and the following Councillors for the 2021 Local Government Week Convention being held at the Perth Convention Exhibition Centre from Sunday 19 Monday, 20 and Tuesday, 21 September.
 Cr
 Cr
 Cr
 Cr

2. That Council Voting delegates to the Western Australian Local Government Association Annual General Meeting to be held at the Perth Convention Exhibition Centre commencing on Sunday 19 September 2021 be:

VOTING DELEGATES	PROXY Voting Delegates (2)
Name of Voting Delegates (2):	Name of Proxy Voting Delegates (2):

Voting Requirements: Simple majority

Resolution No 160621-24**Moved Cr Hyde / Seconded Cr N Astbury**

1. That the Chief Executive Officer register the Chief Executive Officer and the following Councillors for the 2021 Local Government Week Convention being held at Crown Perth from Sunday 19, Monday 20 and Tuesday 21 September.

Cr W Astbury

Cr Lansdell

Cr Mearns

2. That Council Voting Delegates to the Western Australian Local Government Association Annual General Meeting to be held at the Crown Perth commencing on Sunday 19 September 2021 be:

VOTING DELEGATES

Cr W Astbury

Cr Lansdell

PROXY Voting Delegates (2)

Cr Mearns

Carried 7/0

[GOVERNANCE, AUDIT AND COMMUNITY SERVICES](#)

11. President's Report

Submission To:	Ordinary Council
Location/Address:	Whole Shire
Name of Applicant:	Julie Russell, President
File Reference:	GO.CO.U.5
Author:	Julie Russell, President
Disclosure of any Interest:	Nil
Date of Report:	16 June 2021

Welcome to new Community Development Officer, Sam Dalmasson, who commenced working on 31 May, 2021.

A wonderful report appeared in "Tennis West Media" on June 8th on Toolibin Tennis Club, where members of the club have been coming together for over 90 years to ensure the use and upkeep of the club's historic and original clay courts.

Toolibin Tennis Club was established in 1924 with 46 inaugural members, and was initially made up of only two clay courts – made from locally sourced White Gum clay and constructed with pick, shovel and horses for dray work. Court numbers swelled to 6 in 1934 and 1953 as membership grew, and today these courts are still maintained with locally sourced clay and the use of traditional rollers.

Toolibin Tennis Clubrooms are now the only remaining buildings and facilities in the Toolibin Townsite but membership and passionate enthusiasm for this small remote tennis club is steadfast.



A huge congratulations is extended from Council to our own Peter Bransby who has achieved a remarkable milestone in our Shire workplace in having been on the works crew for 30 years on 10th June 2021. Well done Pete, and we look forward to working together with you for many more years to come.

Recommendations:

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

Voting Requirements: Simple majority

Resolution No 160621-25

Moved Cr Hyde / Seconded Cr Lansdell

That council note the President's report dated 16 June 2021.

Carried 7/0

12. Chief Executive Officer's Report

Submission To:	Ordinary Council
Location/Address:	Whole Shire
Name of Applicant:	Mark Hook, Chief Executive Officer
File Reference:	CM.REP.2
Author:	Mark Hook, Chief Executive Officer
Disclosure of any Interest:	Nil
Date of Report:	10 June 2021

Wickepin Swimming Pool

During the current repairs at the Wickepin Swimming Pool it has been found that the sand filters have completely failed and require replacing at a cost of \$36,006.19. (Quote attached separately)

The CEO requested the Shire President to authorise the additional repairs as an emergency expenditure as the pool cannot operate without this filtration system working fully.

The Shire President has authorised the additional works as emergency expenditure under the Local Government Act 1995.

Staff

I would like to congratulate Mr Peter Bransby on achieving a magnificent milestone of working for the Shire of Wickepin for 30 Years.

Peter commenced with the Shire of Wickepin on the 10th June 1991 and has been able to achieve a lot during these 30 years and has risen to take on the position of Maintenance Supervisor.

Thank you Peter for all your 30 years of service.

MEETINGS ATTENDED

<u>May 2021</u>	
20 th	Blake Stott Electrician- Oval Lights
25 th	Wickepin Primary School, School Council Meeting
27 th	CRC Biggest Morning Tea
<u>June 2021</u>	
1 st	LEMC Forum Narrogin
2 nd	Townscape and Cultural Planning Committee
2 nd	Sue Astbury Harrismith Community Centre Group
3 rd	Gary Bruhn Building Surveyor Resignation from Shire of Narrogin

DELEGATIONS

No.	Delegation Name	Delegation To	Delegation Exercised	When Exercised	Persons Affected
A1	Cheque Signing and Account Authorisation	CEO	Payment of Accounts Refer to FM report item 10.2.01 List of Accounts		CEO, FM
A2	Septic Tank Application Approvals	EHO			
A3	Building Approvals	BO	2021010 – Moss Parade, Wickepin 2021011 – Moss Parade Wickepin	13/05/2021 31/05/2021	CEO
A4	Road Side Advertising	CEO			
A5	Application for Planning Consent	CEO			
A6	Appointment and Termination of Staff	CEO	Appointment - CDO – Sam Dalmasson Termination – General Plant Operator – D Wilson	31/05/2021 10/06/2021	CEO CEO/MWS
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			
A12	Liquor Consumption on Shire Owned Property	CEO	Yealering Hall – Funeral Yealering Hall – Farmers Business Network	20/05/2021 24/05/2021	CEO
A13	Hire of Community Halls / Community Centre	CEO	WCC – Wickepin Netball Club WCC – Wickepin Football Club Yealering Hall – Funeral Yealering Town Hall – Yealering Bowling Club Yealering Town Hall – Farmers Business Network WCC – Town Team Movement Playgroup Building – Private Function	14/05/2021 18/05/2021 20/05/2021 21/05/2021 24/05/2021 25/05/2021 31/05/2021	CEO
A14	The Food Act 2008 and the Food Regulations 2009	CEO			
A15	The Public Health Act 2016	CEO			

3.1.5	Sponsorship, contributions and donations to sporting and community groups	CEO	Wickepin History Group Wickepin Arts & Crafts Wickepin Football Club	19/05/2021 21/05/2021 24/05/2021	CEO
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Recommendations:

That Council note the Chief Executive Officer's report dated 10 June 2021.

Voting Requirements:

Simple majority.

Resolution No 160621-26

Moved Cr W Astbury / Seconded Cr Hyde

That Council note the Chief Executive Officer's report dated 10 June 2021.

Carried 7/0

13. Notice of Motions for the Following Meeting

14. Reports and Information

Cr Lansdell advised that the Wickepin Winter Weekend of country music and dancing is being held 25 – 27 June 2021.

15. Urgent Business

16. Closure

L Marchei left the meeting at 5.42pm.

There being no further business the Presiding Officer declared the meeting closed at 5.47pm.

13. Notice of Motions for the Following Meeting

14. Reports and Information

Cr Lansdell advised that the Wickepin Winter Weekend of country music and dancing is being held 25 – 27 June 2021.

15. Urgent Business

16. Closure

L Marchei left the meeting at 5.42pm.

There being no further business the Presiding Officer declared the meeting closed at 5.47pm.

Minutes of Ordinary Meeting held Wednesday 16 June 2021 at the Council Chambers, Wickepin, confirmed as a true and correct record.

Presiding Member:

Cr Julie A Russell, President