

A Fortunate Place

Shire of Wickepin

Minutes

Ordinary Meeting of Council

Council Chambers, Wickepin

20 April 2022



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 20 April 2022 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

12 April 2022

Time Table

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

Disclaimer

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

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

SHIRE OF WICKEPIN QUESTIONS FROM THE PUBLIC

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

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

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**Minutes of an Ordinary Meeting of Council held in Council Chambers, Wickepin
Wednesday 20 April 2022 commencing @ 3.30pm**

The President declared the meeting open at 3.40 pm.

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

President	Julie Russell
Deputy President	Wes Astbury
Councillor	John Mearns
Councillor	Fran Allan
Councillor	Ty Miller
Councillor	Peter Thompson
Chief Executive Officer	Mark Hook
Deputy Chief Executive Officer	Erika Clement
Executive Support Officer	Mel Martin

Leave of Absence (Previously Approved)

Apologies

Councillor Lindsay Corke

2. Public Question Time

3. Applications for Leave of Absence/Apologies

4. Petitions, Memorials and Deputations

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

6. Confirmation of Minutes

Ordinary meeting of council – 16 March 2022

Resolution No 200422-01

Moved Cr Allan / Seconded Cr Astbury

That the minutes of the Ordinary meeting of council held on Wednesday 16 March 2022 be confirmed as a true and correct record.

Carried 6/0

7. Reveal of Minutes

RECEIVAL OF MINUTES

7.1 – Governance, Audit and Community Services Committee

Submission To:	Ordinary Council
Location/Address:	Whole Shire
Name of Applicant:	Mel Martin, Executive Support Officer
File Reference:	CR.MEE.202
Author:	Mel Martin, Executive Support Officer
Disclosure of any Interest:	Nil
Date of Report:	29 March 2022

Enclosure/Attachments:

Minutes of the Governance, Audit and Community Services Committee meeting held on Wednesday 16 March 2022.

Background:

The Governance, Audit and Community Services Committee meeting was held on Wednesday 16 March 2022.

Summary:

Council is being requested to receive the Governance, Audit and Community Services Committee meeting minutes held on Wednesday 16 March 2022.

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 Governance, Audit and Community Services Committee meeting held on Wednesday 16 March 2022 be received.

Voting Requirements: Simple majority

Resolution No 200422-02

Moved Cr Mearns /Seconded Cr Allan

That the recommendations listed under agenda items 7.1 to 7.3 be adopted en-bloc.

Carried 6/0



A Fortunate Place

Minutes

Governance, Audit & Community Services Committee

16 MARCH 2022



Terms of Reference

1. Name

Governance, Audit and Community Services Committee

2. Members

Cr Julie Russell
Cr Fran Allan
Cr Wes Astbury
Cr John Mearns
Cr Tyron Miller
Cr Lindsay Corke
Cr Peter Thompson

3. Objectives

The following objectives are to be considered by the Governance, Audit and Community Services Committee;

- This Committee deals with issues relating to Governance, Audit and Community Services in the Shire of Wickepin and makes recommendations to the Ordinary Council meeting.
- The Governance, Audit and Community Services Committee has no delegated authority, therefore the Committee cannot on-delegate the powers and duties delegated to it;
- The Committee is to provide an independent oversight of the financial systems of the Shire of Wickepin on behalf of the Council. As such, the Committee will operate to assist Council to fulfil its corporate governance, stewardship, leadership and control responsibilities in relation to the Shire of Wickepin's financial reporting and audit responsibilities.
- Support Council in its endeavours to provide effective corporate governance and fulfil its responsibilities in relation to directing and controlling the affairs of the Shire of Wickepin.

4. Function of the Committee

To provide guidance and assistance to the Shire of Wickepin;

1. as to the carrying out of its functions in relation to audits;
2. as to the development of a process to be used to select and appoint a person to be the auditor;
3. matters to be audited;
4. the scope of the audit;
5. its functions under Part 6 of the Act that relate to financial management; and
6. the carrying out of its functions relating to other audits and others matters related to financial management.

5. Scope/Jurisdiction

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

A decision of the Committee is to be made by simple majority.

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.

The Shire of Wickepin shall provide secretarial and administrative support to the Governance, Audit and Community Services Committee.

Council's Governance, Audit and Community Services Committee brief includes the following roles and responsibilities;

1. **Dog Act 1976**
2. **Cemeteries Act 1986**
3. **Litter Act 1979**
4. **Parts of the Local Government Act 1995 which control;**
 - a) Trespass of cattle and pounds;
 - b) Aged persons welfare, centres and housing;
 - c) Management, advisory and community committees;
 - d) The protection and security of Council properties and facilities;
 - e) Aquatic centres;
 - f) Parking facilities;
 - g) Social welfare.
5. **The Health Act 1911, as amended which includes;**
 - a) Disposal of refuse, sewerage and liquid waste;
 - b) Offensive trades;
 - c) Distribution and sale of foods and drugs to the public;
 - d) Insects and pests;
 - e) Itinerant vendors of food;
 - f) Immunization;
 - g) Health education;
 - h) Child health centres;
 - i) Infectious diseases;
 - j) Drainage pertinent to health;
 - k) Stables;
 - l) Noxious industries;
 - m) Stalls and stall holders;
 - n) Hawking;
 - o) Child minding.
6. **Environmental Protection Act (1986)**
7. **The Liquor Act 1970**
8. **Amendments, regulations, locals laws and enforcement of the above Acts**
9. **Prosecution for offences under the control of this Committee**
10. **Usage, sharing and hiring of Council controlled reserves and buildings**
11. **Ranger Services**
12. **Library Services**
13. **Civic Functions**
14. **Lease of land and buildings**
15. **Services for the aged and youth**
16. **Town Planning**
17. **Regulate use of land**
18. **Town Planning Scheme;**
 - a) Preparation;
 - b) Amendments;
 - c) Submissions to Council.
19. **Use of Land - Classification**
20. **Subdivisions**
21. **Amalgamations**
22. **Residential density codes**
23. **Applications to commerce development**
24. **Change of use**
25. **Re-zonings**
26. **Buildings;**
 - a) Plot ratios;
 - b) Setback;
 - c) General character;
 - d) Dimensions.
27. **Location of;**
 - a) Parks and reserves;

- b) Recreation grounds;
 - c) Public open space;
 - d) Community facilities;
 - e) Cultural facilities;
 - f) Parking areas and functions;
 - g) Civic developments;
 - h) Urban design.
28. Buildings - Statutory Control
 29. Building Code of Australia
 30. Private Swimming Pool Local Laws
 31. Buildings - part (xv) of the Local Government Act
 32. Signs and hoardings
 33. Fencing
 34. Buildings - Operations
 35. Lightings
 36. Maintenance of Council buildings
 37. Cleaning of Council buildings
 38. Construction of Council buildings
 39. Local Laws for building
 40. Any items referred by other Committees or Council
 41. The calling and consideration of tenders for Council buildings
 42. Review quarterly reports
 43. Budget process and overview
 44. The process of calling tenders and selecting the auditor
 45. Recommending the auditor to Council
 46. Managing the audit process from the Council perspective
 47. Meeting with the auditor at least once each year to discuss the process and/or outcomes of the audit
 48. Monitoring the administration's actions on, and responses to, any significant matters raised by the auditor in the report referred to in S7.9 of the Local Government Act 1995 and the Management Report
 49. Submitting a copy of the audit contract to the Department each time a new one is entered into or the contract is amended
 50. Submitting an annual report on the audit function to the Council and the Department
 51. Considering the completed Statutory Compliance Return and monitoring the administration's corrective action on matters of non-compliance
 52. Preparation and amendment of Principle Activities Plan
 53. The calling of tenders and consideration of tenders for administrative matters
 54. Elections
 55. Elector meeting.

6. Appointment of Committee Members

The following guidelines are to be established when appointing members of the Governance, Audit and Community Services Committee;

- The Governance, Audit and Community Services Committee is to consist of three or more persons to exercise powers and discharge the duties conferred on it;
- Council calls for written nominations for members of the Governance, Audit and Community Services Committee at the end of each year. Committee members are appointed by Council at the December Ordinary Council meeting by an absolute majority decision;
- At least three of the members, and the majority of the members, are to be elected members;
- If the Shire of Wickepin wishes to appoint one or more persons other than elected members to the Committee, it should ensure that they have the requisite knowledge and skills to provide benefit to the Committee.
- The CEO is not to be a member of the Committee and may not nominate a person to be a member or have a person to represent him/her as a member of the Committee;
- An employee is not to be a member of the Committee;

7. Appointment of Committee Chair

A chairperson is appointed at the first Governance, Audit and Community Services Committee Meeting at the beginning of each year by the committee members.

8. Meeting Frequency

The Governance, Audit and Community Services Committee meet on the meeting dates for 2022 are as follows:

Committee	Day	Date	Time
Governance	Wednesday	March 16, 2022	1.30pm
Governance	Wednesday	June 15, 2022	1.30pm
Governance	Wednesday	November 16, 2022	1.30pm
Governance	Wednesday	December 14, 2022	1.30pm

9. Related Policies/Bylaws:

Nil.

SHIRE OF WICKEPIN
QUESTIONS FROM THE PUBLIC

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- 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.
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Minutes of a Governance, Audit and Community Services Committee Meeting held in Council Chambers, Wickepin, Wednesday 16 March 2022 commencing at 1.15pm

The Chairperson declared the meeting open at 1.20pm.

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

Cr W Astbury	Chairperson
Cr J Russell	Member
Cr F Allan	Member
Cr T Miller	Member
Cr L Corke	Member
Cr P Thompson	Member
Mark Hook	Chief Executive Officer
Erika Clement	Deputy Chief Executive Officer
Lara Marchei	Executive Support Officer

Apologies

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

Cr Wes Astbury stood down as Chairperson and CEO Mr Mark Hook took the Chair.

The CEO called for nominations for Chairperson.

Cr Russell nominated Cr Astbury, Cr Astbury accepted the nomination verbally.

There being no further nominations Cr Astbury was elected as Chairperson of the Governance, Audit and Community Services Committee for the ensuing two years.

Cr Astbury took the chair as the Presiding Member.

5. Declarations of Councillor's and Officers Interest

6. Confirmation of Minutes – Governance, Audit and Community Services – 16 June 2021**Moved Cr Russell / Seconded Cr Allan**

That the minutes of the Governance, Audit and Community Services Committee held on 16 June 2021 be confirmed as a true and correct record.

Carried 6/0**7. Status Report**

Subject/Action	Date	Officer	Progress	Status	Comment
Audit Planning Summary	16/06/2021	CEO	That the Governance, Audit and Community Services Committee accept the Audit Planning Summary.	✓	Summary Accepted

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 Recommendations**

9.1 – 2020/2021 Annual Report

Submission To:	Ordinary Council
Location / Address:	Whole Shire
Name of Applicant:	Erika Clement, Deputy Chief Executive Officer
File Reference:	FM.FR.1211
Author:	Erika Clement, Deputy Chief Executive Officer
Disclosure of any Interest:	Nil
Date of Report:	10 March 2022

Enclosure/Attachments:

- Annual Audit Report for the year ended 30 June 2021
- Annual Audit Completion Report for the year ended 30 June 2021

Summary:

The Governance, Audit and Community Services committee is being requested to adopt the Annual Audit and Management Reports provided by Office of Auditor General for the year ended 30 June 2021.

Background:

Council has received the Annual Audit Report for 2020/2021 from Office of Auditor General; a copy will be forwarded to the Department of Local Government as per the Local Government Financial Regulations.

Comments:

The Shire of Wickepin has received the audit report from Office of Auditor General.

Statutory Environment:

Local Government (Financial Management) Regulations 1996
Part 4

Financial reports — s. 6.4

- (2) *A copy of the annual financial report of a local government is to be submitted to the Departmental CEO within 30 days of the receipt by the local government's CEO of the auditor's report on that financial report.*

Policy Implications: Nil

Financial Implications: Nil

Strategic Implications: Nil

Recommendations:

That the Governance, Audit and Community Services committee adopts the Annual Audit and Management Reports provided by Office of Auditor General for the year ended 30 June 2021.

Voting Requirements: Absolute majority

Moved Cr Allan / Seconded Cr Russell

That the Governance, Audit and Community Services committee adopts the Annual Audit and Management Reports provided by Office of Auditor General for the year ended 30 June 2021.

Carried 6/0 by Absolute Majority

9.2 – Policy Manual Review 2022

Submission To:	Governance, Audit & Community Services Committee
Location/Address:	Whole Shire
Name of Applicant:	Erika Clement, Deputy Chief Executive Officer
File Reference:	CM. POL.403
Author:	Erika Clement, Deputy Chief Executive Officer
Disclosure of any Interest:	Nil
Date of Report:	10 March 2022

Enclosure / Attachment:

1. Policy Manual March 2022

Background:

The Shire of Wickepin Policy manual has been recently reviewed by staff and several areas of the manual were discovered to require changes. Changes include correction of typographical errors, updates to name changes and improvements for readability and understanding. Some policies have been removed or added in the Working Draft Shire of Wickepin Policy Manual as they were considered out dated or were covered under various sections of State Legislation or required updating for new regulations.

Comment:

A full review of the Policy Manual was undertaken.

Changes to the Policy manual since the last adoption of the full policy manual are listed below.

Date	Amendment/Review Details	Amend/Reviewed By
17 March 2021	7.3.6 Honour Boards in Council Properties Resolution 170321-15	Reviewed by Council 17/03/2021 Amended by ESO 23/03/2021
21 April 2021	3.1.9 Council Investment Policy Resolution 210421-10	Received by Council 21/04/2021 Amended by ESO 04/05/2021
02 November 2021	3.1.6 Purchasing Policy Resolution 201021-26	Received by Council 20/10/2021 Amended by ESO 02/11/2021
02 November 2021	2.1.6 Councillor Code of Conduct Resolution 201021-29	Received by Council 20/10/2021 Amended by ESO 02/11/2021
02 November 2021	2.1.16 Authorisation to Purchase Goods and Services Resolution 201021-32	Received by Council 20/10/2021 Amended by ESO 02/11/2021

Statutory Environment: *Shire of Wickepin Policy Manual, Local Government Act 1995*

Policy Implications: As above

Financial Implications: Nil

Strategic Implications: Nil

Summary:

The Governance, Audit and Community Services Committee is being requested to adopt the Shire of Wickepin's Policy Manual March 2022.

Recommendation:

That the Policy Manual Review March 2022 report be received.

Voting Requirements: Absolute majority

Moved Cr Thompson / Seconded Cr Corke

That the Policy Manual Review March 2022 report be received.

Carried 6/0 by Absolute Majority

9.3 – Annual Compliance Audit Return 2021

Submission To:	Ordinary Council
Location/Address:	Whole Shire
Name of Applicant:	Mark Hook, Chief Executive Officer
File Reference:	FM.AUD.1200
Author:	Mark Hook, Chief Executive Officer
Disclosure of any Interest:	Nil
Date of Report:	10 March 2022

Enclosure/Attachments: Annual Compliance Audit Return 2021

Summary:

Council is being recommended to adopt the Annual Compliance Audit Return for the year 1 January 2021 to 31 December 2021 and forward the signed completed Compliance Audit Return to the Executive Director of the Department of Local Government by the due date being 31 March 2022.

Background:

It is a statutory requirement for local councils to prepare and present the Annual Wickepin – Compliance Audit Return 2021 to the audit committee for review prior to council for adoption. The final report is then required to be submitted to the Executive Director of Local Government Department by 31 March 2022.

Comments:

A local government is to carry out a compliance audit report for the period 1 January to 31 December in each year. After carrying out a compliance audit the local government is to prepare a compliance audit return in a form approved by the Minister. The local government's audit committee is to review the compliance audit return and is to report to the council the results of that review. There were no questions that have a No recorded against them in the CAR return for 2021.

Statutory Environment:

Section 7.13(1) of Local Government Act.

Local Government (Audit) Regulations 1996

14. **Compliance audits by local governments**

- (1) *A local government is to carry out a compliance audit for the period 1 January to 31 December in each year.*
- (2) *After carrying out a compliance audit the local government is to prepare a compliance audit return in a form approved by the Minister.*
- (3A) *The local government's audit committee is to review the compliance audit return and is to report to the council the results of that review.*
- (3) *After the audit committee has reported to the council under sub-regulation (3A), the compliance audit return is to be —*
 - (a) *presented to the council at a meeting of the council; and*
 - (b) *adopted by the council; and*
 - (c) *recorded in the minutes of the meeting at which it is adopted.*

Policy Implications: Nil

Financial Implications: Nil

Strategic Implications: Nil

Recommendations:

That the Governance, Audit and Community Services Committee recommends to council that it adopts the Annual Compliance Audit Return for the year 1 January 2021 to 31 December 2021 and forward the signed completed Compliance Audit Return to the Executive Director of the Department of Local Government by the due date being 31 March 2022.

Voting Requirements: Absolute majority

Moved Cr Allan / Seconded Cr Miller

That the Governance, Audit and Community Services Committee recommends to council that it adopts the Annual Compliance Audit Return for the year 1 January 2021 to 31 December 2021 and forward the signed completed Compliance Audit Return to the Executive Director of the Department of Local Government by the due date being 31 March 2022.

Carried 6/0 by Absolute Majority

9.4 – Significant Adverse Trend 2021 Audit Report

Submission To:	Governance, Audit & Community Services Committee
Location/Address:	Whole Shire
Name of Applicant:	Erika Clement, Deputy Chief Executive Officer
File Reference:	FM.AUD.1225
Author:	Erika Clement, Deputy Chief Executive Officer
Disclosure of any Interest:	Nil
Date of Report:	10 March 2022

Enclosure/Attachments:

1. Audit Findings for the Financial Year Ended 30 June 2021, Report on Significant Matters.

Summary:

The Governance, Audit and Community Services Committee is being requested to receive the report on the adverse trend of the following ratios raised in the 2020/2021 Annual Report.

1. Asset Sustainability Ratio
2. Operating Surplus Ratio
3. Own Source Revenue Ratio

Background:

Under the Local Government Act 1995 the Shire of Wickepin is required to prepare an audited Annual Financial Report each financial year.

The Shire's 2020/21 audit report was received from the Office of Auditor General on 9 March 2022. A key audit requirement requires the auditor to identify any financial trends which it considers adverse and of concern. For the 30 June 2021 year, the Auditor General has identified a significant adverse trend in relation to the financial position of the Shire. The Shire of Wickepin has not met the minimum standard as set by the Department of Local Government, Sport and Cultural Industries (the Department) for the Operating Surplus Ratio, Asset Sustainability Ratio and Own Source Revenue Ratio for the last three financial years.

Section 7.12A(4) of the Local Government Act 1995 requires that a local government must:

- “(a) prepare a report addressing any matters identified as significant by the auditor in the audit report, and stating what action the local government has taken or intends to take with respect to each of those matters; and
- (b) give a copy of that report to the Minister within 3 months after the audit report is received by the local government.”

Section 7.12A(5) further requires that:

- “Within 14 days after a local government gives a report to the Minister under subsection (4)(b), the CEO must publish a copy of the report on the local government's official website.”

Comments:

The Audit Committee is to consider the significant adverse trend in the Ratios identified in the 2020/2021 Audit Report issued by the Office of Auditor General for the 2021 Annual Financial Statements.

The Ratios have been below the Department of Local Government, Sport and Cultural Industries standard for the last three years on both an adjusted and non-adjusted basis.

Local governments must prepare a report addressing the significant matters identified in the report and state what action the local government has taken or intends to take. This report must be provided to the Minister within three months of receiving the audit report. Within 14 days after the local government gives the report to the Minister, the CEO must publish a copy of the report on its official website.

Statutory Environment:

Local Government Act 1995

7.12A. Duties of local government with respect to audits

(1) A local government is to do everything in its power to —

- (a) assist the auditor of the local government to conduct an audit and carry out the auditor's other duties under this Act in respect of the local government; and
- (b) ensure that audits are conducted successfully and expeditiously.

(2) Without limiting the generality of subsection (1), a local government is to meet with the auditor of the local government at least once in every year.

(3) A local government must —

- (aa) examine an audit report received by the local government; and
- (a) determine if any matters raised by the audit report, require action to be taken by the local government; and
- (b) ensure that appropriate action is taken in respect of those matters.

(4) A local government must —

- (a) prepare a report addressing any matters identified as significant by the auditor in the audit report, and stating what action the local government has taken or intends to take with respect to each of those matters; and
- (b) give a copy of that report to the Minister within 3 months after the audit report is received by the local government.

(5) Within 14 days after a local government gives a report to the Minister under subsection the CEO must publish a copy of the report on the local government's official website.

Policy Implications: Nil

Financial Implications: Nil

Strategic Implications: Nil

Recommendation:

That the Governance, Audit and Community Services Committee accept the report and take the necessary actions outlined within the report.

Voting Requirements: Simple majority

Moved Cr Miller / Seconded Cr Russell

That the Governance, Audit and Community Services Committee accept the report and take the necessary actions outlined within the report.

Carried 6/0

10. Notice of Motions for the Following Meeting

11. Reports & Information

11.1 Other matters raised by members

12. Urgent Business

13. Closure

There being no further business the Chairperson declared the meeting closed at 1.49pm.

The next Governance, Audit and Community Services meeting will be held on Wednesday 15 June 2022.

RECEIVAL OF MINUTES**7.2 – Bush Fire Control Officers Committee**

Submission To:	Ordinary Council
Location/Address:	Whole Shire
Name of Applicant:	Mel Martin, Executive Support Officer
File Reference:	ES.MEE.904
Author:	Mel Martin, Executive Support Officer
Disclosure of any Interest:	Nil
Date of Report:	29 March 2022

Enclosure/Attachments:

Minutes of the Bush Fire Control Officers Committee Meeting held on Tuesday 22 March 2022.

Background:

The Bush Fire Control Officers Committee meeting was held on Tuesday 22 March 2022.

Summary:

Council is being requested to receive the Bush Fire Control Officer's Committee meeting minutes held on Tuesday 22 March 2022.

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 of the Bush Fire Control Officer's Committee meeting held on Tuesday 22 March 2022 be received.

Voting Requirements: Simple majority

Resolution No 200422-02

Moved Cr Mearns /Seconded Cr Allan

That the recommendations listed under agenda items 7.1 to 7.3 be adopted en-bloc.

Carried 6/0



A Fortunate Place

Shire of Wickepin

Minutes

Bush Fire Control Officer's Meeting
Council Chambers, Wickepin

22 March 2022

**Minutes of a Bush Fire Control Officer's Meeting held in Council Chambers, Wickepin
Tuesday 22 March 2022, at 7.00pm**

The CBFCO declared the meeting open at 7.05 pm.

1. Attendance

Chief Bush Fire Control Officer	Roger Butler
Deputy Chief Bush Fire Control Officer	Trevor Leeson
Fire Control Officers	Tim Heffernan Phil Russell Daniel White Jim Hamilton Nathan Astbury Luke Lansdell
Chief Executive Officer Manager of Works	Mark J Hook Gary Rasmussen
Wickepin Police	Mark Langford

Apologies

Grant Hanson
Gordon McDougall
Wes Astbury
Dave Stacey
Ken Martin

2. Minutes of Previous Meeting

2.1 Confirmation of Minutes – 10 August 2021.

Moved Luke Lansdell / Seconded Trevor Leeson

That the minutes of the Fire Control Officer's meeting held 10 August 2021 be confirmed as a true and accurate record.

Carried

7.08pm Nathan Astbury entered the meeting.

3. Business Arising From Minutes

4. Elections 2022/2023 Fire Season

4.1 Chief Bush Fire Control Officer**Moved Roger Butler / Seconded Tim Heffernan**

That Trevor Leeson be nominated as the Chief Bush Fire Control Officer of the Shire of Wickepin for the 2022/2023 bush fire season:

Trevor Leeson accepted the nomination.

There being no further nominations Chief Executive Officer Mark J Hook declared Trevor Leeson elected to the position of the Chief Bush Fire Control Officer of the Shire of Wickepin for the 2022/2023 fire season.

Carried**4.2 Deputy Chief Bush Fire Control Officer****Moved Roger Butler / Seconded Tim Heffernan**

That Luke Lansdell be nominated as the Deputy Chief Bush Fire Control Officer of the Shire of Wickepin for the 2022/2023 bush fire season:

Luke Lansdell accepted the nomination.

There being no further nominations Chairman declared Luke Lansdell elected to the position of the Deputy Chief Bush Fire Control Officer of the Shire of Wickepin for the 2022/2023 fire season.

Carried**4.3 Fire Control Officers/Bush Fire Radio Operators/Fire Weather Officers****Moved Daniel White / Seconded Trevor Leeson**

That the following persons be appointed as Fire Control Officers/Bush Fire Radio Operators and Fire Weather Instrument Officers of the Shire of Wickepin for the 2022/2023 bush fire season:

Tim Heffernan
Phil Russell
Daniel White
Gordon McDougall
Wes Astbury
Jim Hamilton
Nathan Astbury
Trevor Leeson
Dave Stacey
Roger Butler
Luke Lansdell
Ken Martin

Carried

4.4 Clover Burning Permits

Moved Phil Russell / Seconded Nathan Astbury

That the following persons be appointed as Clover Permit Issuing Officers for the 2022/2023 fire season:

Wes Astbury

Carried

4.5 Dual Fire Control Officers from Wickepin

Moved Tim Heffernan / Seconded Luke Lansdell

That the following persons be appointed as Dual Fire Control Officers for the 2022/2023 fire season:

David Stacey, Jim Hamilton	Shire of Corrigin
Trevor Leeson, Nathan Astbury & Phillip Russell	Shire of Narrogin
Trevor Leeson, Roger Butler & Luke Lansdell	Shire of Cuballing
Gordon McDougall & Wes Astbury	Shire of Dumbleyung
Nathan Astbury, Dan White	Shire of Wagin
Roger Butler & Jim Hamilton	Shire of Pingelly
Wes Astbury, David Stacey & Tim Heffernan	Shire of Kulin

Carried

4.6 Fire Break Notice 2022/2023

Moved Daniel White / Seconded Nathan Astbury

That Council adopt the following 2022/2023 Fire Break Notice:

***Bush Fires Act 1954
Shire of Wickepin
Annual Firebreak Notice 2022/2023***

Action is required by owners and/or occupiers of all land in the Shire of Wickepin. Please read this notice carefully. Any queries should be directed to the Shire of Wickepin Administration Centre or Local Shire Bush Fire Control Officer. Pursuant to the powers contained in Section 33 of the Bush Fires Act 1954, owners and occupiers of property within the Shire of Wickepin are hereby required on or before 1 October 2022 and thereafter to 14 April 2023 to plough, scarify or otherwise provide and maintain firebreaks clear of all inflammable material at least 2.5 metres wide as follows:

Rural Land

Inside the boundary of all land held by each owner or occupier, their firebreaks need not follow the perimeter of any paddock but will be acceptable following land contours in an endeavour to overcome water erosion;

- To subdivide each holding into lots of no greater than 400 hectares; and
- To surround the homestead, out buildings and fuel storages on any such land.
- That from the 15th October all harvesting and baling (including cutting and raking) operations, there shall be an operational mobile engine powered firefighting unit or units with a minimum combined capacity of 1200 litres of available water, located in or immediately adjacent to the paddock being harvested and/or baled. The minimum capacity of any single firefighting unit shall be 600 litres of

available water. The responsibility to supply and operate the firefighting unit is that of the landowner/occupier.

Townsite Land

All lots within the townsites of Harrismith, Tincurrin, Toolibin, Wickepin and Yealering are required to be cleared and maintained free of all debris or inflammable material. Failure to comply with these requirements renders the owner or occupier liable to a penalty not more than \$400.

Clearing of Fence Lines

When clearing for new fence lines adjoining road reserves, you must have written approval from the Shire of Wickepin prior to commencement of clearing works. Landholders are asked to consider locating the fence three (3) metres inside their boundary to avoid any clearing on road reserves. Old fences should first be removed. If landholders wish to place their fence on the boundary, they may clear no more than one (1) metre beyond their boundary. This may be varied in special circumstances at the discretion of the CEO and Manager Works & Services. Any timber removed from the road reserve is to be pushed onto the owner's property.

Fencing of Road Reserves

Council encourages farmers to fence off road reserves running through their properties to protect trees on these reserves and to allow new growth of vegetation.

Burning on Roadsides

Should property owners wish to carry out burning of the road reserve adjacent to their property, it is necessary to obtain council approval prior to any burning taking place.

Burning Periods

Restricted Burning – 1 October 2022 to 13 November 2022

Prohibited Burning – 14 November 2022 to 7 February 2023

Restricted Burning – 8 February 2023 to 14 April 2023

Harvest and Fire Ban 2022/2023 Season

Harvesting is banned on Christmas Day, Boxing Day and New Year's Day.

Lighting of fires is banned on Good Friday and Easter Sunday.

Carried

5. General Business

Letter from Shire President CR Julie Russell

On behalf of Council, I would like to take the opportunity to Thank You All for the outstanding work that you do for the communities within the Shire of Wickepin and Adjoining.

We appreciate very much the enormous amount of time and effort that goes into the regular monitoring of weather conditions through the summer periods, and your guidance as to the safety of activities that can be carried out through periods of severe weather events.

Your attendance and overseeing of bushfire (and other fire) events is very comforting to the community as we all know that you are doing the very best that you can, in sometimes extremely trying and impossible conditions.

We are truly thankful for your abilities to respond immediately, effectively, and safely to instaneous emergency and dangerous situations. Being able to direct and work alongside other Volunteers, St John Ambulance Officers, DFES, Police and other Authorities-and bring Yourselves and everyone else home safely-shows your professionalism and knowledge in your own roles.

I know it's always a "Team Effort", but every team needs a leader, so Many Thanks to Chief Roger Butler for the past 4 years of leading the team of Fire Control Officers in all of these situations.

Your work is voluntary, but it is Essential – and our communities can rest easy because we are in great hands with you Guys on the job.

Thank You All.

Moved Trevor Leeson / Seconded Nathan Astbury

That the Shire Presidents Thank You Letter be received.

Carried

5.1 Chief Bushfire Control Officer Report

Thank you to all the FCOs and Volunteers for your support and diligence this last season. The West Wickepin February Fire was very challenging and exhausting and I was very aware that I had willing and reliable hands that I could depend on from the Volunteer quarter. This extends also to the emotional and psychological support that rallied around those of us dealing with and affected by the fire in the form of phone calls, hugs, debriefing, check in chats, and the Stand Down. The amount of, and quality of food and refreshments provided by the district ladies that just appeared was both appreciated and welcomed. It was another example of relying on the unpaid volunteers to make things happen and it works! Despite the ferocity of this fire I'm pleased to report that there were no reported injuries to personnel to my knowledge for the fire season.

Due to the heavy fuel loading we took a very cautious approach with setting harvest bans and they may have been seen to be overly so. This attracted some very unwelcomed feedback and criticism from a handful, who are absentee farmers. They are also noted to be absent when we are fighting local fires. Whilst there is no action available to silence this behaviour it should be noted that the FCOs need to communicate this to the Chief so that a united approach can be made and no one person is bearing the brunt of this insulting behaviour.

Fires of Note

Roger and Simon Newman Cuballing Shire Header/Stubble Fire. Many volunteers from the western area of shire attended.

Geoff Sims- Tractor and Chaser Bin 24th Nov 2021. Cause unknown but believe it started with the tractor in canola.

Mark Fulford Truck Fire 31/12/2021. Worker carting Hay. Truck lost, approx. 20 bales hay and approx. 20Ha of stubble. Well attended.

Gary Lang Header Fire 6/1/2022. Header lost, approx. 20ha crop and stubble lost. Well attended.

Cuballing/Narrogin/Wickepin Fire 6/2/2022 encompassed approx. 18 000Ha. Catastrophic conditions with strong hot winds and low humidity. Started approx. 10.15am and was attended for the following 6 days by most FCOs and good volunteer support. The losses were limited to livestock and infrastructure which although harrowing it could have been far worse as the conditions were horrendous. There were many reported near misses and this will be the fire spoken of for many years for the damage and traumatic effect.

Lessons Learnt

- The initial response was reactive and we were chasing the fire and not making significant headway.
- The wind was whipping up embers and lighting random fires so knowing where the edge of the fire was was unclear and the risk was that you could be caught inside the fire.
- Bushfire radios worked well late Sunday afternoon and onward once fire somewhat contained.
- Aerial support was invaluable particularly saving infrastructure.
- Use of speed tillers more effective and faster than graders and don't leave a mess.
- Mobile phones were unreliable with signal and battery fails.
- Chief Bushfire Officer requires a second person in the mobile command unit to assist with communications.
- Sourcing your own equipment proved more reliable than waiting on govt agencies.
- Traffic management needs to be improved.
- Availability of maps for a large fire early would be welcomed.

- Meeting point and times are vital to coordinate
- Whatsapp groups very useful when tower working. Be mindful not to junk them up.
- Equipment to be in working order and fitted prior to the fire season

Thanks for all your support for the previous 4 years and I look forward to supporting the new Chief and Deputy.

Roger Butler
Retiring CBFCO

Moved Tim Heffernan / Seconded Trevor Leeson

That the Chief Bush Fire Control Officers Report be received.

Carried

5.2 General Discussion

Moved Trevor Leeson / Seconded Luke Lansdell

That Council request 2 new Base Radio's from DFES for CBFCO and DCBFCO.

Carried

Moved Tim Heffernan / Seconded Daniel White

That a photo of Ernie White along with a plaque be placed in the Mezzanine at the Wickepin Community Centre.

Carried

Training – 2nd week of August 2022

- Basic ½ day training course
- Air Controller Course
- FCO Course

Thank You

Phil Russell thanked Mark Hook for his dedicated service he has given to the Shire.

Lee White

Daniel White will obtain Lee White's address.

The next Bush Fire Control Committee Meeting will be held on 9 August 2022.

6. Closure

There being no further general business CBFCO declared the meeting closed at 8.35pm.

RECEIVAL OF MINUTES**7.3 – Annual Elector’s Meeting**

Submission To:	Ordinary Council
Location/Address:	Whole Shire
Name of Applicant:	Mel Martin, Executive Support Officer
File Reference:	GO.CME.1306
Author:	Mel Martin, Executive Support Officer
Disclosure of any Interest:	Nil
Date of Report:	4 April 2022

Enclosure/Attachments:

Minutes of the Annual Elector’s meeting held on Wednesday 16 March 2022.

Background:

The Annual Elector’s meeting was held on Wednesday 16 March 2022.

Summary:

Council is being requested to receive the Annual Elector’s meeting minutes held on Wednesday 16 March 2022

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 Annual Elector’s meeting held on Wednesday 16 March 2022 be received.

Voting Requirements: Simple majority

Resolution No 200422-02

Moved Cr Mearns /Seconded Cr Allan

That the recommendations listed under agenda items 7.1 to 7.3 be adopted en-bloc.

Carried 6/0



Shire of Wickepin

Minutes

Annual Electors Meeting & Community Forum

Wickepin Community Centre - 6.30pm

16 MARCH 2022

Minutes of an Annual Electors Meeting & Community Forum held in the Wickepin Community Centre, Wickepin Wednesday 16 March 2022 commencing at 6:30pm

1. Attendance

President	Julie Russell
Deputy President	Wes Astbury
Councillor	Fran Allan
Councillor	Tyron Miller
Councillor	Peter Thompson
Councillor	Lindsay Corke

Chief Executive Officer	Mark Hook
Deputy Chief Executive Officer	Erika Clement
Manager Works Services	Gary Rasmussen
Pool Manager	Philippa Ellis
Community Development Officer	Karen Langford
	Dave Astbury
	Ray Lewis
	Hazel Green
	Mark Langford
	Jill Tilbrook
	Colin Hemley
	Marion Hook
	Ross McDougall
	Kathy Oltham

Guest Speaker	Andrew Sorensen
	Alf Baker

Apologies

Kevin Coxon
Sid Martin

2. Opening

The Shire President Cr J Russell declared the meeting open at 7.10pm.

Moved Hazel Green / Seconded Ross McDougall

That a note of thanks be given to all Shire Employees and Council for their excellent work and efforts over the past year.

Carried

3. Confirmation of Minutes - Annual Electors Meeting 4 February 2021.

Moved Ross McDougall/ Seconded Cr Fran Allan

That the minutes of the Annual Electors Meeting held on 4 February 2021 be confirmed as a true and correct record.

Carried

4. Annual Report 2020/2021

4.1 Acceptance of Annual Report 2020/2021

The President Cr Russell gave a brief outline of the 2020/2021 Annual Report. Cr Russell thanked the CEO, DCEO, CDO, ESO, Works Manager, outside staff and all other Shire of Wickepin staff for their work over the last year. Cr Russell advised that the Council does strive to achieve the best for all communities within the Shire of Wickepin. The Shire President Cr Julie Russell thanked her deputy Cr Wes Astbury and fellow councillors for their efforts over the last year.

The President thanked Mark and Marion for their ten years in the community and wished them well for the future

Moved Dave Astbury / Seconded Hazel Green

That the 2020/2021 Shire of Wickepin Annual Report as presented be accepted.

Carried

4.2 Business Arising

5. General Business

5.1

Yarling Brook Rd Bridge

Ray Lewis asked in regards to the funding of the Yarling Brook Rd Bridge. Will the cost of the bypass be a Shire cost and when will the bridge be completed

CEO advised that the cost of bridge is funded by Main Roads and will be in the 2022/2023 budget. Costs of the bypass will be recouped in the 2022/2023 funding...

Wickepin Community Centre Playground – sun shade

Ray Lewis suggested there should be a sun shade built over the playground at the Wickepin Community Centre. This was requested at the last Annual Electors Meeting

Cr Russell & CEO advised that this was taken out of last year's budget but will be considered in this year budgets deliberations.

Independent Living Units

Ray Lewis asked for an update in relation to the Independent Living Units. Is the Shire operating the build now?

CEO advised that KBuilt Constructions are the builders. The Shire owns the materials. Bricklayers are onsite at the moment and Carpenters are due to start next week.

New Shire House

Ray Lewis asked is the new house completed?

CEO advised that the house was completed and the Shire was doing the landscaping.

5 Smith St Residence

Pip Ellis asked was the house at 5 Smith St privately rented or was it a Shire house?

CEO advised that the house was a Shire owned property and as there was two positions advertised at the moment, so it may be required. If not Council would make a decision on whether Council keeps the property or places it on the market.

Short Term Accommodation

Ray Lewis requested an update on the progress of short term accommodation in Wickepin and whether CBH had been asked for their requirements for accommodation?

CEO advised that a concept plan for the Wickepin Caravan Park is in progress and discussions had been held with CBH on their requirements.

RV Site

Ray Lewis stated that there is a lot of caravans staying at the free RV site in town, using the public toilets in the main street.

Cr Russell advised that Wickepin advertised as a RV Friendly town and Council was asked to provide a free RV site and this was done.

Dogs in Hotel

Ray Lewis stated that dogs are continually in hotel dining room. Is that not a concern for the Health Inspector?

CEO advised that the Health Inspector had visited the hotel on numerous times. The hotel had been given warnings that they have complied with. If anyone has a complaint regarding the dogs at the hotel they need to complete a written complaint form at the Shire office. Photographs as evidence would be helpful

Car Bodies

Ray Lewis commented that there were car bodies on various properties in town. What could be done about them?

CEO advised that options regarding car bodies on properties in town will be discussed at Council

Fuel Station power

Ray Lewis suggested that a generator needs to be purchased to run the fuel station in the event of a power outage because of the recent fuel availability during the fires.

CEO advised that Council owns the asset but is operated by Great Southern Fuels. A discussion will be held with Great Southern Fuels to see if there is way to address this problem.

Ross McDougall commented that the whole area was without power.

Cats

Jill Tilbrook asked in regards to cats entering a property and the owner's dog attacks it.

CEO advised that it is not the Owners responsibility if a stray cat enters their property and an incident occurs.

Cockatoos

Ross McDougall asked if anything was happening about the White Cockatoos in town.

Cr Russell & CEO advised that there had been a shoot last night. This had been organised after discussions with Department of Biodiversity, Conservation and Attractions and the local police. There will be another shoot in the near future as required.

Kathy Oltham asked if notification could occur when shoots were going to happen

CEO advised that this would not be feasible as, the shoots can only occur if the conditions are right and this is not known beforehand

COVID Notifications

Dave Astbury asked if the Shire gets notification of COVID cases in the area.

Cr Russell advised that Council does not get notification. The Community needs to be vigilant and follow COVID protocols. Wears Masks, Vaccinate, Wash hands and sanitise, Use the Safe WA app. If you feel ill – isolate, and take a test.

Narrogin- Kondinin Road

Ray Lewis asked about repairs to the Narrogin Kondinin Road. The road is in a bad state.

Cr Russell advised that the road had been in discussion at the Regional Road Group meeting on the 28th February and was advised by Main roads that repairs would start happening in the next few weeks.

Cr Russell advised for people to contact Main Roads Northam and their local politicians, Steve Martin, Mia Davis and Peter Rundle on the state of the road

6. Closure

The Shire President declared the meeting closed at 7.50pm.

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		CEO	An inventory of all public artefacts and donations within the Shire is to be completed.	○	Still to be undertaken.
1160-150921-12	Townscape & Cultural Planning Committee Recommendations	CEO	That the CEO replace the Tank Road sign as near as to the original and that the sign be placed back in the Tank Road information Bay.	○	Refer to Agenda item 10.1.04.
1161-150921-13	Townscape & Cultural Planning Committee Recommendations	CEO	That the current Wogolin Road information board not be re-sited and that a new board be redesigned.	○	Researching digital sign.
1162-160322-08	CRISP Wireless	CEO	That CRISP Wireless be given permission to place their Core equipment at the Wickepin Community Centre subject to the following conditions: 1. Installation cost at CRISP Wireless expense 2. Contribution towards power. 3. All maintenance to be the responsibility of CRISP Wireless. 4. Written agreement prepared by CRISP Wireless. 5. Shire of Wickepin accepting no liability for any equipment.	✓	CRISP Wireless advised of outcome 24/03/2022.
1163-160322-09	Budget Review 2021-2022	CEO	1. That Council adopts the Review of Budget Report as presented by the Chief Executive Officer for the year ending 30 June 2022. 2. That the Shire of Wickepin forward the adopted budget review to the Department of Local	✓ ✓	Completed. Sent 21/03/2022.

			Government in accordance with the Local Government (Financial Management) Regulations 1996.		
1164-160322-10	Harrismith Toilet Block	CEO	<ol style="list-style-type: none"> 1. That Council accept the quotes from Narrogin and Districts Plumbing Service and Modus Australia as attached to this report. 2. That Council approve additional expenditure from the Building Reserve of \$37,978 to proceed with the construction of a new toilet block at Harrismith. 	✓ ✓	Orders placed Approved.
1165-160322-11	Offer to Purchase Lot 36 Plover St, Wickepin	CEO	That Council accept the offer of \$35,000 for Lot 36 Plover Street, Wickepin.	✓	Offer and acceptance signed
1166-160322-12	Replacement of OWK	CEO	<p>That the quotation for a New 22MY ISUZU MU-X LSU, for a changeover price of \$2,300 GST inclusive with the following accessories from Edwards Isuzu Ute Narrogin be accepted by Council:</p> <ul style="list-style-type: none"> • Tow Package • Prestige Paint • Tint • Electric Brakes 	✓	Ordered
1167-160322-13	Town Hall Ceiling Fans	CEO	That the CEO cost and place the provision of ceiling fans for the Wickepin and Yealering Town Halls in the 2022/2023 budget estimates.	✓	Quotes requested from BKS & Duffy Electrical
1168-160322-14	Townscape & Cultural Planning Committee Recommendations	CEO	That the CEO pursue media content for the Shire of Wickepin and bring costings back to council for consideration.	✓	CDO

1169-160322-15	Townscape & Cultural Planning Committee Recommendations	CEO	That council reapply for funding under the Recreational Boating Facility Scheme for design drawings of the boat ramp replacement outlined in the Yealering concept plan.	○	Funding opens in June
1170-160322-16	Townscape & Cultural Planning Committee Recommendations	CEO	That table and chairs for the Lake Yealering croquet park be placed in the 2022/23 budget deliberations.	✓	CEO to obtain quotes.
1171-160322-17	War Memorial Upgrade Opening	CEO	That the opening of the Wickepin War Memorial Upgrade and the unveiling of the Honour Roll boards coincides with the Shire of Wickepin's 2022 Anzac Day Service.	✓	CDO.
1172-160322-18	Request to Join Cuballing/Wickepin LEMC	CEO	That council appoint Cr John Mearns to the Joint Cuballing/Wickepin Local Emergency Management Committee.	✓	Letter sent 24/03/2022.
1173-160322-19	Outbuilding (Carport and Garage) at Lot 25 (No. 8) Curlew Way, Wickepin	CEO	That with respect to the Application for Planning Consent for an Outbuilding (Carport and Garage) at Lot 25 (No. 8) Curlew Way, Wickepin, Council approves the application subject to the following conditions: 1. The approval shall expire if the development permitted is not completed within two years of approval, or within any extension of that time which, upon written application (made before or within 21 days after the expiry of the approval) to the Shire is granted by it in writing. 2. The development approved shall be in accordance with the	✓	Resolution forwarded to David Johnston, Regional Planning Officer.

			<p>plans and specifications submitted with the application and these shall not be altered or modified without the prior written approval of the Chief Executive Officer.</p> <p>3. Any use, additions to and further intensification of any part of the development or land which is not in accordance with the original application or conditions of approval shall be subject to a further development application and consent for that use.</p> <p>4. All drainage run-off associated with the development shall be contained on site or connected to the Shire’s storm water drainage system to the satisfaction of the Chief Executive Officer.</p> <p>5. The proposed outbuilding is for domestic purposes only and shall not be used for commercial or habitation purposes.</p> <p>6. Construction of the outbuilding shall be kept clear from all service connections.</p> <p>7. The building materials and colours used shall match existing buildings on the lot and are to be of non-reflective and muted tones i.e. not Zincalume. If zincalume is to be used, the building will need to be painted in muted tones within 60 days of completion, to the</p>		
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			satisfaction of the Chief Executive Officer. 8. Excluding firebreak areas, trees are to be planted within 60 days of completion of the outbuilding within the north setback area of the outbuilding, and maintained to the satisfaction of the Chief Executive Officer.		
1174-160322-23	2020/2021 Annual Report	CEO	<ol style="list-style-type: none"> 1. That council adopts the Annual Audit and Management Reports provided by the Office of Auditor General, for the year ended 30 June 2021. 2. That the Shire of Wickepin 2020/2021 Annual Report be received and adopted. 3. That the annual Elector's meeting and Community Forum be held on Wednesday 16 March 2022 at 6.30pm. 	<p>✓</p> <p>✓</p> <p>✓</p>	Completed.

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

○ = in progress ✓ = completed ✕ =superseded

9. Notice of Motions of Which Notice Has Been Given

10. Receipt of Reports & Consideration of Recommendations

TECHNICAL SERVICES

10.1.01 – Manager Works and Services’ Report

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:	12 April 2022

Enclosure/Attachments:

1. Water Catchment Drains
2. Railway Dam 3D Video
3. Railway Dam Stone Wall Video

Summary:

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

Background:

Nil

Comments:

Programmed Construction Works

- Water harvesting at Wickepin Caravan Park drain – Tested and worked fine with the rain, still some rock work to be done.
- WSNF Rabbit Proof Fence Rd – Works completed
- Curlew Way drain- Survey completed. Waiting on pipe and pits to be delivered and the contractor to be available to do an install.
- Wickepin Harrismith Rd. – Completed only white line to be done.
- Brown Rd – Completed.
- Harrismith North Rd – Completed.
- Pingelly Wickepin Rd Gillimanning Rd intersection Black Spot - We have started this and the works will run into next year’s financial year.
- Tincurrin North Rd – This work will be completed next month.
- The Railway Dam – Zone 50 have completed the survey of the rock area and rock drains to the West and East of the dam as well as the earth drains. From this, I can work out what drains we need to do to harvest water. At this stage I will only look at earth drains to the West and East of the dam to be cleaned. I will be requesting Councils direction in relation to rock drainage.

Maintenance Works

- Maintenance Grader – Grader driver has been on leave and only grading when is a complaint.
- Pothole patching – ongoing.
- Signage maintenance – ongoing.
- Road sweeper been in Wickepin and Yealering.

Occupational Health and Safety

Lost time injury – nil.

Parks and Gardens

- General mowing and whipper snipping - on going

- General maintenance at Yealering and Harrismith - on going

Plant and Equipment

- The 18 ton roller should be here at the end of June.

Other Information

- Mechanics position still to be filled.

Depot

- Workshop floor completed.
- Crib room – the area is ready for the crib building.

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 12 April 2022.

Voting Requirements: Simple majority

Resolution No 200422-03

Moved Cr Allan /Seconded Cr Mearns

That Council notes the report from the Manager of Works and Services dated 12 April 2022.

Carried 6/0

TECHNICAL SERVICES**10.1.02 – Bush Fire Control Officers’ Meeting Recommendations**

Submission To:	Ordinary Council
Location/Address:	Whole Shire
Name of Applicant:	Mark Hook, Chief Executive Officer
File Reference:	ES.MEE.904
Author:	Mark Hook, Chief Executive Officer
Disclosure of any Interest:	Nil
Date of Report:	29 March 2022

Enclosure/Attachments: Nil

Summary:

Council is being requested to adopt the recommendations from the BFCO meeting held on Tuesday 22 March 2022.

Background:

The BFCO meeting was held on Tuesday 22 March 2022 and passed the following recommendations:

Chief Bush Fire Control Officer

Moved Roger Butler / Seconded Tim Heffernan

That Trevor Leeson be nominated as the Chief Bush Fire Control Officer of the Shire of Wickepin for the 2022/2023 bush fire season:

Trevor Leeson accepted the nomination.

There being no further nominations Chief Executive Officer Mark J Hook declared Trevor Leeson elected to the position of the Chief Bush Fire Control Officer of the Shire of Wickepin for the 2022/2023 fire season.

Carried

Deputy Chief Bush Fire Control Officer

Moved Roger Butler / Seconded Tim Heffernan

That Luke Lansdell be nominated as the Deputy Chief Bush Fire Control Officer of the Shire of Wickepin for the 2022/2023 bush fire season:

Luke Lansdell accepted the nomination.

There being no further nominations Chairman declared Luke Lansdell elected to the position of the Deputy Chief Bush Fire Control Officer of the Shire of Wickepin for the 2022/2023 fire season.

Carried

Fire Control Officers/Bush Fire Radio Operators/Fire Weather Officers**Moved Daniel White / Seconded Trevor Leeson**

That the following persons be appointed as Fire Control Officers/Bush Fire Radio Operators and Fire Weather Instrument Officers of the Shire of Wickepin for the 2022/2023 bush fire season:

Tim Heffernan
 Phil Russell
 Daniel White
 Gordon McDougall
 Wes Astbury
 Jim Hamilton
 Nathan Astbury
 Trevor Leeson
 Dave Stacey
 Roger Butler
 Luke Lansdell
 Ken Martin

Carried**Clover Burning Permits****Moved Phil Russell / Seconded Nathan Astbury**

That the following persons be appointed as Clover Permit Issuing Officers for the 2022/2023 fire season:

Wes Astbury

Carried**Dual Fire Control Officers from Wickepin****Moved Tim Heffernan / Seconded Luke Lansdell**

That the following persons be appointed as Dual Fire Control Officers for the 2022/2023 fire season:

David Stacey, Jim Hamilton	Shire of Corrigin
Trevor Leeson, Nathan Astbury & Phillip Russell	Shire of Narrogin
Trevor Leeson, Roger Butler & Luke Lansdell	Shire of Cuballing
Gordon McDougall & Wes Astbury	Shire of Dumbleyung
Nathan Astbury, Dan White	Shire of Wagin
Roger Butler & Jim Hamilton	Shire of Pingelly
Wes Astbury, David Stacey & Tim Heffernan	Shire of Kulin

Carried

Fire Break Notice 2022/2023**Moved Daniel White / Seconded Nathan Astbury**

That Council adopt the following 2022/2023 Fire Break Notice:

Bush Fires Act 1954
Shire of Wickepin
Annual Firebreak Notice 2022/2023

Action is required by owners and/or occupiers of all land in the Shire of Wickepin. Please read this notice carefully. Any queries should be directed to the Shire of Wickepin Administration Centre or Local Shire Bush Fire Control Officer. Pursuant to the powers contained in Section 33 of the Bush Fires Act 1954, owners and occupiers of property within the Shire of Wickepin are hereby required on or before 1 October 2022 and thereafter to 14 April 2023 to plough, scarify or otherwise provide and maintain firebreaks clear of all inflammable material at least 2.5 metres wide as follows:

Rural Land

Inside the boundary of all land held by each owner or occupier, their firebreaks need not follow the perimeter of any paddock but will be acceptable following land contours in an endeavour to overcome water erosion;

- To subdivide each holding into lots of no greater than 400 hectares; and
- To surround the homestead, out buildings and fuel storages on any such land.
- That from the 15th October all harvesting and baling (including cutting and raking) operations, there shall be an operational mobile engine powered firefighting unit or units with a minimum combined capacity of 1200 litres of available water, located in or immediately adjacent to the paddock being harvested and/or baled. The minimum capacity of any single firefighting unit shall be 600 litres of available water. The responsibility to supply and operate the firefighting unit is that of the landowner/occupier.

Townsite Land

All lots within the townsites of Harrismith, Tincurrin, Toolibin, Wickepin and Yealering are required to be cleared and maintained free of all debris or inflammable material. Failure to comply with these requirements renders the owner or occupier liable to a penalty not more than \$400.

Clearing of Fence Lines

When clearing for new fence lines adjoining road reserves, you must have written approval from the Shire of Wickepin prior to commencement of clearing works. Landholders are asked to consider locating the fence three (3) metres inside their boundary to avoid any clearing on road reserves. Old fences should first be removed. If landholders wish to place their fence on the boundary, they may clear no more than one (1) metre beyond their boundary. This may be varied in special circumstances at the discretion of the CEO and Manager Works & Services. Any timber removed from the road reserve is to be pushed onto the owner's property.

Fencing of Road Reserves

Council encourages farmers to fence off road reserves running through their properties to protect trees on these reserves and to allow new growth of vegetation.

Burning on Roadsides

Should property owners wish to carry out burning of the road reserve adjacent to their property, it is necessary to obtain council approval prior to any burning taking place.

Burning Periods

Restricted Burning – 1 October 2022 to 13 November 2022
 Prohibited Burning – 14 November 2022 to 7 February 2023
 Restricted Burning – 8 February 2023 to 14 April 2023

Harvest and Fire Ban 2022/2023 Season

Harvesting is banned on Christmas Day, Boxing Day and New Year's Day.
 Lighting of fires is banned on Good Friday and Easter Sunday.

Carried

Comments:

The Bush Fire Control Officers have made no changes to the fire break notice previously passed by Council.

Statutory Environment:

Bush Fires Act 1954

33. Local government may require occupier of land to plough or clear fire-break

- (1) *Subject to subsection (2) a local government at any time, and from time to time, may, and if so required by the Minister shall, as a measure for preventing the outbreak of a bush fire, or for preventing the spread or extension of a bush fire which may occur, give notice in writing to an owner or occupier of land situate within the district of the local government or shall give notice to all owners or occupiers of land in its district by publishing a notice in the Government Gazette and in a newspaper circulating in the area requiring him or them as the case may be within a time specified in the notice to do or to commence to do at a time so specified all or any of the following things —*
- (a) *to plough, cultivate, scarify, burn or otherwise clear upon the land fire-breaks in such manner, at such places, of such dimensions, and to such number, and whether in parallel or otherwise, as the local government may and is hereby empowered to determine and as are specified in the notice, and thereafter to maintain the fire-breaks clear of inflammable matter;*
 - (b) *to act as and when specified in the notice with respect to anything which is upon the land, and which in the opinion of the local government or its duly authorised officer, is or is likely to be conducive to the outbreak of a bush fire or the spread or extension of a bush fire,*
and the notice may require the owner or occupier to do so —
 - (c) *as a separate operation, or in co-ordination with any other person, carrying out a similar operation on adjoining or neighbouring land; and*
 - (d) *in any event, to the satisfaction of either the local government or its duly authorised officer, according to which of them is specified in the notice.*

38. Local government may appoint bush fire control officer

- (1) *A local government may from time to time appoint such persons as it thinks necessary to be its bush fire control officers under and for the purposes of this Act, and of those officers shall subject to section 38A(2) appoint 2 as the Chief Bush Fire Control Officer and the Deputy Chief Bush Fire Control Officer who shall be first and second in seniority of those officers, and subject thereto may determine the respective seniority of the other bush fire control officers appointed by it.*

(2A) *The local government shall cause notice of an appointment made under the provisions of subsection (1) to be published at least once in a newspaper circulating in its district.*

40. Local governments may join in appointing and employing bush fire control officers

- (1) *Two or more local governments may by agreement join in appointing, employing and remunerating bush fire control officers for the purposes of this Act.*
- (2) *Bush fire control officers so appointed may exercise their powers and authorities and shall perform their duties under this Act in each and every one of the districts of the local governments which have joined in appointing them.*

Policy Implications: Nil

Financial Implications: Nil

Strategic Implications: Nil

Recommendations:

1. That Trevor Leeson be appointed as the Chief Bush Fire Control Officer of the Shire of Wickepin for the 2022/2023 bush fire season.
2. That Luke Lansdell be appointed as the Deputy Chief Bush Fire Control Officer of the Shire of Wickepin for the 2022/2023 bush fire season.
3. That the following persons be appointed as Fire Control Officers/Bush Fire Radio Operators and Fire Weather Instrument Officers of the Shire of Wickepin for the 2022/2023 bush fire season.

Tim Heffernan
 Phil Russell
 Daniel White
 Gordon McDougall
 Wes Astbury
 Jim Hamilton
 Nathan Astbury
 Trevor Leeson
 Dave Stacey
 Roger Butler
 Luke Lansdell
 Ken Martin

4. That the following persons be appointed as Clover Permit Issuing Officers for the 2022/2023 fire season.

Wes Astbury

5. That the following persons be appointed as Dual Fire Control Officers for the 2022/2023 fire season.

David Stacey, Jim Hamilton	Shire of Corrigin
Trevor Leeson, Nathan Astbury & Phillip Russell	Shire of Narrogin
Trevor Leeson, Roger Butler & Luke Lansdell	Shire of Cuballing
Gordon McDougall & Wes Astbury	Shire of Dumbleyung
Nathan Astbury, Dan White	Shire of Wagin
Roger Butler & Jim Hamilton	Shire of Pingelly
Wes Astbury, David Stacey & Tim Heffernan	Shire of Kulin

6. That the following firebreak order and burning periods be adopted for the 2022/2023 fire season:

**Bush Fires Act 1954
Shire of Wickepin
Annual Firebreak Notice 2022/2023**

Action is required by owners and/or occupiers of all land in the Shire of Wickepin. Please read this notice carefully. Any queries should be directed to the Shire of Wickepin Administration Centre or Local Shire Bush Fire Control Officer. Pursuant to the powers contained in Section 33 of the Bush Fires Act 1954, owners and occupiers of property within the Shire of Wickepin are hereby required on or before 1 October 2022 and thereafter to 14 April 2023 to plough, scarify or otherwise provide and maintain firebreaks clear of all inflammable material at least 2.5 metres wide as follows:

Rural Land

Inside the boundary of all land held by each owner or occupier, their firebreaks need not follow the perimeter of any paddock but will be acceptable following land contours in an endeavour to overcome water erosion;

- To subdivide each holding into lots of no greater than 400 hectares; and
- To surround the homestead, out buildings and fuel storages on any such land.
- That from the 15th October all harvesting and baling (including cutting and raking) operations, there shall be an operational mobile engine powered firefighting unit or units with a minimum combined capacity of 1200 litres of available water, located in or immediately adjacent to the paddock being harvested and/or baled. The minimum capacity of any single firefighting unit shall be 600 litres of available water. The responsibility to supply and operate the firefighting unit is that of the landowner/occupier.

Townsite Land

All lots within the townsites of Harrismith, Tincurrin, Toolibin, Wickepin and Yealering are required to be cleared and maintained free of all debris or inflammable material. Failure to comply with these requirements renders the owner or occupier liable to a penalty not more than \$400.

Clearing of Fence Lines

When clearing for new fence lines adjoining road reserves, you must have written approval from the Shire of Wickepin prior to commencement of clearing works. Landholders are asked to consider locating the fence three (3) metres inside their boundary to avoid any clearing on road reserves. Old fences should first be removed. If landholders wish to place their fence on the boundary, they may clear no more than one (1) metre beyond their boundary. This may be varied in special circumstances at the discretion of the CEO and Manager Works & Services. Any timber removed from the road reserve is to be pushed onto the owner's property.

Fencing of Road Reserves

Council encourages farmers to fence off road reserves running through their properties to protect trees on these reserves and to allow new growth of vegetation.

Burning on Roadsides

Should property owners wish to carry out burning of the road reserve adjacent to their property, it is necessary to obtain council approval prior to any burning taking place.

Burning Periods

Restricted Burning – 1 October 2022 to 13 November 2022

Prohibited Burning – 14 November 2022 to 7 February 2023

Restricted Burning – 8 February 2023 to 14 April 2023

Harvest and Fire Ban 2022/2023 Season

Harvesting is banned on Christmas Day, Boxing Day and New Year's Day.

Lighting of fires is banned on Good Friday and Easter Sunday.

Voting Requirements:

Simple majority

Resolution No 200422-04

Moved Cr Thompson /Seconded Cr Mearns

1. That Trevor Leeson be appointed as the Chief Bush Fire Control Officer of the Shire of Wickepin for the 2022/2023 bush fire season.
2. That Luke Lansdell be appointed as the Deputy Chief Bush Fire Control Officer of the Shire of Wickepin for the 2022/2023 bush fire season.
3. That the following persons be appointed as Fire Control Officers/Bush Fire Radio Operators and Fire Weather Instrument Officers of the Shire of Wickepin for the 2022/2023 bush fire season.

Tim Heffernan

Phil Russell

Daniel White

Gordon McDougall

Wes Astbury

Jim Hamilton

Nathan Astbury

Trevor Leeson

Dave Stacey

Roger Butler

Luke Lansdell

Ken Martin

4. That the following persons be appointed as Clover Permit Issuing Officers for the 2022/2023 fire season.

Wes Astbury

5. That the following persons be appointed as Dual Fire Control Officers for the 2022/2023 fire season.

David Stacey, Jim Hamilton

Shire of Corrigin

Trevor Leeson, Nathan Astbury & Phillip Russell

Shire of Narrogin

Trevor Leeson, Roger Butler & Luke Lansdell

Shire of Cuballing

Gordon McDougall & Wes Astbury

Shire of Dumbleyung

Nathan Astbury, Dan White

Shire of Wagin

Roger Butler & Jim Hamilton

Shire of Pingelly

Wes Astbury, David Stacey & Tim Heffernan

Shire of Kulin

6. That the following firebreak order and burning periods be adopted for the 2022/2023 fire season:

Bush Fires Act 1954

Shire of Wickepin

Annual Firebreak Notice 2022/2023

Action is required by owners and/or occupiers of all land in the Shire of Wickepin. Please read this notice carefully. Any queries should be directed to the Shire of Wickepin Administration Centre or Local Shire Bush Fire Control Officer. Pursuant to the powers contained in Section 33 of the Bush Fires Act 1954, owners and occupiers of property within the Shire of Wickepin are hereby required on or before 1 October 2022 and thereafter to 14 April 2023 to plough, scarify or otherwise provide and maintain firebreaks clear of all inflammable material at least 2.5 metres wide as follows:

Rural Land

Inside the boundary of all land held by each owner or occupier, their firebreaks need not follow the perimeter of any paddock but will be acceptable following land contours in an endeavour to overcome water erosion;

- To subdivide each holding into lots of no greater than 400 hectares; and
- To surround the homestead, out buildings and fuel storages on any such land.
- That from the 15th October all harvesting and baling (including cutting and raking) operations, there shall be an operational mobile engine powered firefighting unit or units with a minimum combined capacity of 1200 litres of available water, located in or immediately adjacent to the paddock being harvested and/or baled. The minimum capacity of any single firefighting unit shall be 600 litres of available water. The responsibility to supply and operate the firefighting unit is that of the landowner/occupier.

Townsite Land

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Clearing of Fence Lines

When clearing for new fence lines adjoining road reserves, you must have written approval from the Shire of Wickepin prior to commencement of clearing works. Landholders are asked to consider locating the fence three (3) metres inside their boundary to avoid any clearing on road reserves. Old fences should first be removed. If landholders wish to place their fence on the boundary, they may clear no more than one (1) metre beyond their boundary. This may be varied in special circumstances at the discretion of the CEO and Manager Works & Services. Any timber removed from the road reserve is to be pushed onto the owner's property.

Fencing of Road Reserves

Council encourages farmers to fence off road reserves running through their properties to protect trees on these reserves and to allow new growth of vegetation.

Burning on Roadsides

Should property owners wish to carry out burning of the road reserve adjacent to their property, it is necessary to obtain council approval prior to any burning taking place.

Burning Periods

Restricted Burning – 1 October 2022 to 13 November 2022

Prohibited Burning – 14 November 2022 to 7 February 2023

Restricted Burning – 8 February 2023 to 14 April 2023

Harvest and Fire Ban 2022/2023 Season

Harvesting is banned on Christmas Day, Boxing Day and New Year's Day.

Lighting of fires is banned on Good Friday and Easter Sunday.

Carried 6/0

Resolution No 200422-05

Moved Cr Astbury / Seconded Cr Mearns

That Council purchase 2 new Base Radio's from DFES for CBFCO and DCBFCO.

Carried 6/0

Resolution No 200422-06

Moved Cr Astbury / Seconded Cr Thompson

That a photo of Ernie White along with a plaque be commission to be hung in an appropriate place at the discretion of Council.

Carried 6/0

TECHNICAL SERVICES

10.1.03 – WA Fire and Emergency Services (WAFES) Awards

Submission To:	Ordinary Council
Location/Address:	Whole of Shire
Name of Applicant:	Mark Hook, Chief Executive Officer
File Reference:	CR.AWP.200
Author:	Mark Hook, Chief Executive Officer
Disclosure of any Interest:	Nil
Date of Report:	11 April 2022

Enclosure/Attachments: Nil

Summary:

The CEO is asking Council if they would like to nominate a Shire of Wickepin Bushfire member for the WA Fire and Emergency Services Awards

Background:

The WA Fire and Emergency Services Awards are currently open for nomination until 02/05/2022.

Comments:

These awards are an opportunity to acknowledge the outstanding achievements of DFES volunteers (including BFB members) and staff throughout Western Australian. The awards honour the achievements of volunteers, career firefighters, corporate and operational staff who have shown exceptional dedication to duty within the past 12 months.

The Murray Lang Bush Fire Service Award, is the highest individual honour one can receive as a Bush Fire Service volunteer. It is presented to a volunteer who has gone above and beyond what is expected of them and made an exceptional contribution in the last 12 months.

For the Murray Lang Bush Fire Service Award volunteer must address one or more of the following:

- Dedication to duty beyond normal expectations – (Many of your CBF/DCBF and FCOs may address this criteria)
- Kindness, understanding, compassion or courage in the line of duty.
- Contribution beyond normal expectations to the efficiency and growth of firefighting efforts in WA.
- Achievement in community education or community based fire prevention programs.
- Helped develop or implement a new idea or initiative.

Community members may also submit a nominations to DFES directly. The CEO has requested the CDO to advertise this award through the community for nominations.

This has also been forwarded to all current FCO's.

Statutory Environment: Nil

Policy Implications: Nil

Financial Implications: Nil

Strategic Implications: Nil

Recommendations:

That the Shire of Wickepin nominate the following persons for the Murray Lang Bush Fire Service Award for 2022.

1. _____
2. _____
3. _____

Voting Requirements: Simple majority

TECHNICAL SERVICES**10.1.04 – Tank Road Sign**

Submission To:	Ordinary Council
Location/Address:	Whole of Shire
Name of Applicant:	Mark Hook, Chief Executive Officer
File Reference:	TT.SIG.2810
Author:	Mark Hook, Chief Executive Officer
Disclosure of any Interest:	Nil
Date of Report:	6 April 2022

Enclosure/Attachments: Nil

Summary:

The CEO has arranged the proof for the Tank Road Sign for Councils Authorisation.

Background:

Council requested the CEO to arrange for the replacement for the Tank Road Sign removed from Tank Road pull off bay on the Narrogin Kondinin Rod.

Comments:


Purchase Order 934 in the amount of \$2,374.50 has been given to Jason Signs for the design of the new Tank Road Sign.

Below is the draft design for the new Tank Road Sign as prepared by Jason Signs.

Once Council authorises the draft design the CEO will request Jason signs to proceed with the making of the sign.

3000 mm

4000 mm



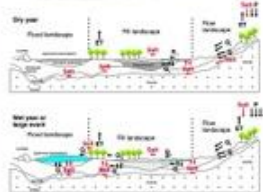
WICKEPIN WATER RESERVE


Wickepin Shire is known as the "Watershed of the Southwest".
 The source of the Avon, Blackwood and Murray rivers can be traced to this Region.
 Many hundred species of plants can be found with representatives from 3 main botanical provinces.

HABITAT
 The Water Reserve is approx. 97 Ha (almost 250 acres) and consists of the 3 main habitat types.

1. The granite soil is dominated by Eucalyptus and Wandoo woodlands with Sheoaks and Blackboy. These areas are excellent for bird watching with their many nesting sites in the hollow branches.
2. Lateritic or gravelly soil: This is dominated by Euc Astringens (Brown Mallet).
 A Tall Brown trunked tree which colonizes fire resistant sites. Where soil is deep enough you will find many heath type plants such as Dryandra, Calothamnus and Acacis with most flowering in spring.
3. Deeper sandy soil can be dominated with Casuarina Huegliana (Sheoak). Many orchids can be found amongst the Sheoak needles in the winter and early spring.

**TAKE NOTHING BUT PHOTOS
LEAVE NOTHING BUT FOOTPRINTS**





This 9 million litre (2 million gallon) Tank is an integral part of our scheme water supply. There are no pumps east of here and water gravitates as far as Kulin and Dumblebyung.

GEOLOGY
 At 440m this hilltop reserve is on one of the highest hills in the region. The hills are part of a Dyke: a geological term for a wave or hill in the soil profile and is mostly underground.
 There are hundreds of thousands of dykes thought out the Wheatbelt however this is the world's largest and can be traced from near Collie to Kalgoorlie.

x 1
 15mm crop
 non reflective
 laminate
 1.6mm aluminium
 8 x struts to rear

Client: Shire of Wickepin
Date: 30.3.22
Job No.: 279577 V1
Drawn By: RM
Proof Read By: EC
Sales Rep: SH

1 McDowell St Welshpool WA 6106
Telephone: (08) 9458 7033
Email: sales@jasonsigns.com.au

**THIS ARTWORK IS COPYRIGHT & REMAINS PROPERTY OF JASON SIGNMAKERS
 IT MUST NOT BE COPIED OR REPRODUCED WITHOUT WRITTEN PERMISSION**



Statutory Environment: Nil

Policy Implications: Nil

Financial Implications:

Cost of the sign is \$2374.50 Purchase Order 934 has been provided to Jason Signs

Strategic Implications: Nil

Recommendations:

That Council authorise the design of the Tank Road Sign as shown in this report.

Voting Requirements: Simple majority

Resolution No 200422-07

Moved Cr Mearns /Seconded Cr Allan

That Council authorise the design of the Tank Road Sign as shown in this report.

Carried 6/0

[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:	Erika Clement – Deputy Chief Executive Officer
Disclosure of any Interest:	Nil
Date of Report:	4 April 2022

Enclosure/Attachments: List of accounts.

Summary:

List of accounts remitted during the period 1 March 2022 to 31 March 2022.

Municipal Account	Vouchers	Amounts
EFT	12274,12286-12387	\$ 470,361.10
Cheques	15799-15800, 15802,15804, 15808-15809	\$ 47,071.31
Direct Deductions	February	\$ 1,239.95
Superannuation	February	\$ 12,559.98
Credit Card	March	\$ 4,440.64
Bpay	March	\$ 5,347.88
Payroll	March	\$ 81,402.00
Licensing	March	\$ 29,171.35
	February Total	\$ 651,594.21
Trust		0.00
EFT	12388- 12389	\$ 100.00
	Total for February	\$ 651,694.21

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 \$651,694.21 for March 2022 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 200422-08

Moved Cr Mearns /Seconded Cr Miller

That council acknowledges that payments totalling \$651,694.21 for March 2022 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 6/0

List of Accounts Due & Submitted to Council**31-March-2022**

Chq/EFT	Date	Name	Description	Trust	Muni
EFT12388	31/03/2022	JOANNE DONEY	REFUND CAT TRAP BOND	\$ 50.00	
EFT12389	31/03/2022	CAROLE WOOD	REFUND OF CAT TRAP BOND	\$ 50.00	
			TOTALS TRUST	\$ 100.00	
EFT12274	01/03/2022	KBUILT CONSTRUCTION	PRELIMINARIES CLAIM FOR 24/02/2022		\$ 1,329.00
EFT12286	04/03/2022	AUSTRALIA POST	POSTAGE FEBRUARY 2022		\$ 177.50
EFT12287	04/03/2022	ALLAN'S BOBCAT & TRUCK HIRE	EARTHWORKS AND CONCRETE- WATER HARVESTING DAM		\$ 11,572.00
EFT12288	04/03/2022	BRETT ROWE MOBILE HD MECHANICAL SERVICES	SERVICES TO WK2567, WK1915, WK475 & SMALL PLANT		\$ 1,499.26
EFT12289	04/03/2022	BRIKMAKERS	SUPPLY AND DELIVER BRICKS AS PER QUOTE QB464448REVO		\$ 12,900.06
EFT12290	04/03/2022	COUNTRY PAINT SUPPLIES	ROLLER AND BRUSH SET FOR SWIMMING POOL		\$ 17.80
EFT12291	04/03/2022	CONPLANT	HIRE OF PADFOOT LOADER		\$ 2,640.72
EFT12292	04/03/2022	EWEN RURAL SUPPLIES	ACCOUNT FEBRUARY 2022		\$ 3,178.00
EFT12293	04/03/2022	AC & EJ FULFORD & CO	GRAVEL STOCKPILING 9000M3		\$ 26,307.60
EFT12294	04/03/2022	JOHN PARRY MEDICAL CENTRE	PRE-EMPLOYMENT MEDICAL		\$ 126.00
EFT12295	04/03/2022	DEPARTMENT OF FIRE AND EMERGENCY (DFES)	ESL 3RD QUARTER 2021/2022		\$ 14,361.60
EFT12296	04/03/2022	GREAT SOUTHERN FUEL SUPPLIES	FUEL FEBRUARY 2022		\$ 20,701.66
EFT12297	04/03/2022	GEOFF PERKINS FARM MACHINERY	FITTINGS AND HOSES FOR BACKHOE		\$ 211.91
EFT12298	04/03/2022	HANCOCKS HOME HARDWARE	SHELF UNITS FOR DEPOT		\$ 869.00
EFT12299	04/03/2022	KOSTER'S STEEL CONSTRUCTIONS PTY LTD	SUPPLY OF T/BARS AND TIE-DOWN RODS UNITS JOHNSTON ST		\$ 7,865.00
EFT12300	04/03/2022	METAL ARTWORK CREATIONS	STAFF BADGES		\$ 75.90
EFT12301	04/03/2022	MARKETFORCE PRODUCTIONS	ADVERTISEMENT FOR THE MECHANIC POSITION		\$ 1,195.27
EFT12302	04/03/2022	MARKET CREATIONS	ONLINE EVENTS CALENDAR		\$ 1,716.00
EFT12303	04/03/2022	NARROGIN CHAMBER OF COMMERCE	ANNUAL MEMBERSHIP RENEWAL 2022/23		\$ 285.00
EFT12304	04/03/2022	NARROGIN HIRE SERVICE AND RETICULATION	RETIC, TAP TIMER AND SPRINKLERS		\$ 235.55
EFT12305	04/03/2022	NARROGIN HARDWARE MAKIT	TOOLS, SHOWER HEAD		\$ 75.80
EFT12306	04/03/2022	NARROGIN BEARING SERVICES	5METRES OF AIRHOSE AND CABLE TIES		\$ 114.42
EFT12307	04/03/2022	NARROGIN AUTO ELECTRICS	PLUGS, SOCKETS AND MALE SOLDER		\$ 134.31
EFT12308	04/03/2022	NARROGIN PUMPS, SOLAR AND SPRAYING	HOSES AND CAMLOCK FITTINGS FOR WICKEPIN OVAL		\$ 131.30
EFT12309	04/03/2022	NARROGIN QUARRY OPERATIONS	RIP RAP		\$ 6,784.83
EFT12310	04/03/2022	NARROGIN BETTA HOME LIVING	UNIDEN PHONE - POOL		\$ 268.00
EFT12311	04/03/2022	NARROGIN TOYOTA	HEDGE TRIMMER		\$ 300.00
EFT12312	04/03/2022	NARROGIN & DISTRICTS PLUMBING SERVICE	ELECTRICAL WORK ON WICKEPIN OVAL RETIC UPGRADE		\$ 3,843.95
EFT12313	04/03/2022	NARROGIN VALLEY STOCKFEED	SOILS/LAWN MIX		\$ 480.00
EFT12314	04/03/2022	OFFICEWORKS SUPERSTORES PTY LTD	STATIONARY		\$ 167.70
EFT12315	04/03/2022	PERFECT COMPUTER SOLUTIONS - PCS	COMPUTER SUPPORT		\$ 297.50

EFT12316	04/03/2022	ST JOHN AMBULANCE	DEFIBRILLATOR PADS	\$ 133.73
EFT12317	04/03/2022	R J SMITH ENGINEERING	10M TRUCK AIR HOSE	\$ 107.50
EFT12318	04/03/2022	TOLL IPEC	FREIGHT- JASON SIGNS	\$ 284.28
EFT12319	04/03/2022	WESTRAC EQUIPMENT	LOOK AT ELECTRICAL FAULT ON CAT GRADER	\$ 1,178.98
EFT12320	04/03/2022	WALGA	WALGA DESK PADS 2022 AND POSTAGE	\$ 48.90
EFT12321	04/03/2022	WICKEPIN NEWSAGENCY	STATIONERY AND NEWSPAPERS	\$ 22.65
EFT12322	09/03/2022	KBUILT CONSTRUCTION	PRELIMINARIES CLAIM FOR 4/03/2022	\$ 1,729.35
EFT12323	09/03/2022	TWINKARRI P / L	TREE PRUNING AND MULCHING	\$ 40,700.00
EFT12324	17/03/2022	BLACKWOODS	RESPIRATORS	\$ 517.97
EFT12325	17/03/2022	AIR LIQUIDE WA PTY LTD	FEBRUARY CYLINDER RENTAL	\$ 64.14
EFT12326	17/03/2022	AG. AIRCON & ELECTRICAL	SWIMMING LESSONS	\$ 605.00
EFT12327	17/03/2022	BKS ELECTRICAL	INVESTIGATION INTO POOL ELECTRICAL FAULT	\$ 1,293.61
EFT12328	17/03/2022	BRETT ROWE MOBILE HD MECHANICAL SERVICES	MECHANICAL WORKS	\$ 1,907.49
EFT12329	17/03/2022	DOWNER EDI WORKS PTY LTD	2 X COAT SEAL,	\$ 51,800.61
EFT12330	17/03/2022	DUFFY ELECTRICS	AIR CONDITIONER, LIGHTS AND ELECTRICS WORK	\$ 1,843.33
EFT12331	17/03/2022	EASIFLEET MANAGEMENT	FACEY GROUP VEHICLE LEASE	\$ 460.56
EFT12332	17/03/2022	ELDERS WICKEPIN	PARAFFINIC SPRAYING OIL	\$ 363.00
EFT12333	17/03/2022	EDGE PLANNING AND PROPERTY	REVIEW LOCAL PLANNING STRATEGY STAGE 2 AND STAGE 3	\$ 8,800.00
EFT12334	17/03/2022	FACEY GROUP INC	INSTALMENT 2 - 2021/22 SPONSORSHIP	\$ 5,500.00
EFT12335	17/03/2022	BERYLE HOLM	CARAVAN PARK COMMISSION FEBRUARY 2022	\$ 588.90
EFT12336	17/03/2022	NARROGIN TYRE POWER	FIT NEW TYRE	\$ 532.00
EFT12337	17/03/2022	KBUILT CONSTRUCTION	PRELIMINARIES CLAIM FOR 11/03/2022	\$ 1,329.00
EFT12338	17/03/2022	KOSTER'S STEEL CONSTRUCTIONS PTY LTD	GALVANISED LINTELS	\$ 739.20
EFT12339	17/03/2022	LOVEGROVE TURF SERVICES	KIKUYU ROLLS	\$ 1,791.00
EFT12340	17/03/2022	MELISSA JANE MARTIN	REIMBURSEMENT COUNCIL MEETING FOOD	\$ 21.30
EFT12341	17/03/2022	GS & B MARTIN	WICKEPIN FESTIVAL BUNNINGS SUPPLIES	\$ 1,295.80
EFT12342	17/03/2022	GREAT SOUTHERN WASTE DISPOSAL	WASTE COLLECTION 31/01/2022-28/02/2022	\$ 6,798.33
EFT12343	17/03/2022	NARROGIN AUTO ELECTRICS	SUPPLY AND FIT ALTERNATOR AND CHECK AIR CON	\$ 2,772.50
EFT12344	17/03/2022	NARROGIN PUMPS, SOLAR AND SPRAYING	PIPES AND PUMP FITTINGS	\$ 423.17
EFT12345	17/03/2022	NARROGIN BETTA HOME LIVING	TV BOOSTER	\$ 29.95
EFT12346	17/03/2022	NARROGIN TOYOTA	BLADES AND CUTTER	\$ 1,100.00
EFT12347	17/03/2022	NARROGIN EARTHMOVING & CONCRETE	BRICKIE SAND	\$ 1,540.00
EFT12348	17/03/2022	OFFICE OF REGIONAL ARCHITECTURE	STAGE 1 PRELIMINARIES 20%	\$ 1,231.56
EFT12349	17/03/2022	PARRYS	PROTECTIVE CLOTHING	\$ 510.70
EFT12350	17/03/2022	THE WORKWEAR GROUP PTY LTD	UNIFORMS	\$ 665.15
EFT12351	17/03/2022	RURAL TRAFFIC SERVICES PTY LTD	TRAFFIC CONTROL ON WICKEPIN- PINGELLY ROAD	\$ 11,069.28
EFT12352	17/03/2022	LR SIMS & CO	REMOVE ASBESTOS FROM CRIB ROOM	\$ 2,900.00
EFT12353	17/03/2022	STEWART & HEATON	PROTECTIVE FIRE CLOTHING	\$ 1,771.33

EFT12354	17/03/2022	SIGMA CHEMICALS	POOL CHEMICAL- WINTERISER	\$ 264.00
EFT12355	17/03/2022	TANYA MARY SANDS	CARAVAN PARK COMMISSION FEBRUARY 2022	\$ 125.40
EFT12356	17/03/2022	MELANIE SHILLING	RETURN OF BOND & FEES DUE TO CANCELLATION OF EVENT	\$ 792.00
EFT12357	17/03/2022	THE YEALERING PANTRY	DISINFECTANT AND HAND TOWELS	\$ 161.44
EFT12358	17/03/2022	THOMAS CHARLES WILLIAMSON	GRAVEL CARTING	\$ 25,410.00
EFT12359	17/03/2022	WICKEPIN DISTRICT SPORTS CLUB	REFRESHMENTS	\$ 407.50
EFT12360	17/03/2022	WICKEPIN NEWSAGENCY	CATERING FOR COUNCIL MEETING AND FAREWELL	\$ 848.20
EFT12361	17/03/2022	YEALERING AGPARTS	GAS BOTTLE	\$ 190.00
EFT12362	17/03/2022	ZONE 50 ENGINEERING SURVEYS	SURVEY OF ROADS, ACCOMMODATION/MEALS	\$ 17,133.60
EFT12363	18/03/2022	GRAEME WOODGER	PART PAYMENT FOR BRICK WORK AGED UNITS	\$ 15,000.00
EFT12364	24/03/2022	KBUILT CONSTRUCTION	PRELIMINARIES CLAIM 18/03/2022	\$ 1,329.00
EFT12365	24/03/2022	GRAEME WOODGER	2ND PART PAYMENT FOR BRICK WORK AGED UNITS	\$ 15,000.00
EFT12366	31/03/2022	BURGESS RAWSON (WA) PTY LTD	WATER USAGE 29/01/2022 - 23/03/2022	\$ 861.54
EFT12367	31/03/2022	BRETT ROWE MOBILE HD MECHANICAL SERVICES	SERVICE AND FIXING ISSUES- BOBCAT	\$ 5,574.18
EFT12368	31/03/2022	COUNTRY PAINT SUPPLIES	PAINT AND BRUSHES	\$ 114.35
EFT12369	31/03/2022	LANDGATE	VALUATION EXPENSES	\$ 212.35
EFT12370	31/03/2022	JEROME DAVENPORT	WICKEPIN FESTIVAL MURAL	\$ 2,200.00
EFT12371	31/03/2022	DOWNER EDI WORKS PTY LTD	RE-SEAL WICKEPIN NORTH RD AND WICKEPIN CORRIGIN RD	\$ 77,453.31
EFT12372	31/03/2022	EVERLON BRONZE	YEALERING CEMETERY PLAQUE	\$ 535.70
EFT12373	31/03/2022	HANCOCKS HOME HARDWARE	KEYS CUT	\$ 12.00
EFT12374	31/03/2022	HERSEY'S SAFETY PTY LTD	SPRAY PAINT, DEPOT SUPPLIES AND ASSORTED PPE	\$ 981.66
EFT12375	31/03/2022	LAKE YEALERING GOLF CLUB	ANNUAL MOWING YEALERING OVAL	\$ 1,500.00
EFT12376	31/03/2022	LETS TALK FLOWERS	ANZAC DAY WREATHS	\$ 280.00
EFT12377	31/03/2022	MJB INDUSTRIES	PIPES, HEADWALLS AND FREIGHT	\$ 10,837.24
EFT12378	31/03/2022	MODUS AUSTRALIA	20% DEPOSIT FOR TOILET BUILDING	\$ 8,135.38
EFT12379	31/03/2022	NARROGIN BEARING SERVICES	SOCKET	\$ 36.85
EFT12380	31/03/2022	NARROGIN PUMPS, SOLAR AND SPRAYING	CAMLOCKS AND HOSE CLAMPS	\$ 442.92
EFT12381	31/03/2022	NARROGIN & DISTRICTS PLUMBING SERVICE	FIX HOT WATER SYSTEM	\$ 602.25
EFT12382	31/03/2022	PERFECT COMPUTER SOLUTIONS - PCS	COMPUTER SUPPORT	\$ 212.50
EFT12383	31/03/2022	PINGELLY TYRE SERVICE	DRIVE TYRES	\$ 2,081.20
EFT12384	31/03/2022	TOLL IPEC	FREIGHT- PCS AND SIGMA	\$ 112.97
EFT12385	31/03/2022	WESTRAC EQUIPMENT	MUD GUARD AND FREIGHT	\$ 732.65
EFT12386	31/03/2022	WALGA	WALGA TRAINING AND TRAVEL EXPENSES FOR TRAINER	\$ 5,161.00
EFT12387	31/03/2022	WICKEPIN NEWSAGENCY	REFRESHMENTS FOR FIRE FIGHTERS	\$ 1,287.00
			TOTALS EFT	\$ 470,361.10
15799	02/03/2022	DOCEP - BOND ADMINISTRATOR	BOND LODGEMENT UNIT 3 YARLING COURT	\$ 880.00
15800	04/03/2022	SYNERGY	ELECTRICITY ACCOUNT FEBRUARY 2022- 15/12/21- 15/02/22	\$ 1,281.81
15802	17/03/2022	SYNERGY	ELECTRICITY ACCOUNT FEB/MARCH 2022	\$ 17,118.32

15803	17/03/2022	WATER CORPORATION	WATER ACCOUNT- 21/12/2021- 23/02/2022	\$ 9,575.70
15804	31/03/2022	C & D CUTRI	WORKS ON BRIDGE 3032	\$ 2,420.00
15808	31/03/2022	SYNERGY	ELECTRICITY ACCOUNT 06/01/2022 TO 08/03/2022	\$ 134.56
15809	31/03/2022	WATER CORPORATION	WATER USAGE 29/01/2022-23/03/2022	\$ 15,660.92
			TOTALS CHEQUES	\$ 47,071.31
DD12976.1	02/03/2022	3E ADVANTAGE PTY LTD	PHOTOCOPIER PAYMENTS FEBRUARY 2022	\$ 1,095.05
DD13033.1	23/03/2022	WESTNET PTY LTD	INTERNET CHARGES APRIL 2022	\$ 144.90
DD13048.1	22/03/2022	ANZ BANK	MARCH 22 CREDIT CARD PAYMENT	\$ 4,440.64
			TOTALS DIRECT DEBITS	\$ 5,680.59
DD12989.1	09/03/2022	AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	\$ 4,195.30
DD12989.2	09/03/2022	ANZ SUPER	SUPERANNUATION CONTRIBUTIONS	\$ 21.38
DD12989.3	09/03/2022	MLC SUPER FUND	SUPERANNUATION CONTRIBUTIONS	\$ 344.77
DD12989.4	09/03/2022	PRIME SUPER	SUPERANNUATION CONTRIBUTIONS	\$ 812.74
DD12989.5	09/03/2022	AUSTRALIAN ETHICAL SUPER	SUPERANNUATION CONTRIBUTIONS	\$ 228.23
DD12989.6	09/03/2022	COLONIAL FIRST STATE	SUPERANNUATION CONTRIBUTIONS	\$ 217.36
DD12989.7	09/03/2022	NETWEALTH INVESTMENTS	SUPERANNUATION CONTRIBUTIONS	\$ 218.85
DD12989.8	09/03/2022	AUSTRALIAN SUPER	SUPERANNUATION CONTRIBUTIONS	\$ 114.81
DD12989.9	09/03/2022	ESSENTIAL SUPER	SUPERANNUATION CONTRIBUTIONS	\$ 179.87
DD13024.1	23/03/2022	AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	\$ 4,260.40
DD13024.2	23/03/2022	ANZ SUPER	SUPERANNUATION CONTRIBUTIONS	\$ 66.21
DD13024.3	23/03/2022	MLC SUPER FUND	SUPERANNUATION CONTRIBUTIONS	\$ 344.84
DD13024.4	23/03/2022	PRIME SUPER	SUPERANNUATION CONTRIBUTIONS	\$ 811.63
DD13024.5	23/03/2022	AUSTRALIAN ETHICAL SUPER	SUPERANNUATION CONTRIBUTIONS	\$ 223.85
DD13024.6	23/03/2022	NETWEALTH INVESTMENTS	SUPERANNUATION CONTRIBUTIONS	\$ 218.85
DD13024.7	23/03/2022	AUSTRALIAN SUPER	SUPERANNUATION CONTRIBUTIONS	\$ 121.02
DD13024.8	23/03/2022	ESSENTIAL SUPER	SUPERANNUATION CONTRIBUTIONS	\$ 179.87
			TOTALS SUPERANNUATION	\$ 12,559.98
63170322	17/03/2022	TELSTRA	DAMAGE WICKEPIN-HARRISMITH ROAD	\$ 1,900.81
63240222	04/03/2022	TELSTRA	PHONE ACCOUNT TO 13TH FEBRUARY 2022	\$ 1,531.37
63310322	31/03/2022	TELSTRA	PHONE ACCOUNT 13TH MARCH 2022	\$ 1,915.70
			TOTALS BPAY	\$ 5,347.88
98010322	01/03/2022	DEPT OF TRANSPORT	TRANS LICENSING	\$ 802.00
98020322	02/03/2022	DEPT OF TRANSPORT	TRANS LICENSING	\$ 465.75
98030322	03/03/2022	DEPT OF TRANSPORT	TRANS LICENSING	\$ 1,204.60
98040322	04/03/2022	DEPT OF TRANSPORT	TRANS LICENSING	\$ 993.40
98080322	08/03/2022	DEPT OF TRANSPORT	TRANS LICENSING	\$ 1,629.05
98090322	09/03/2022	DEPT OF TRANSPORT	TRANS LICENSING	\$ 724.50
98100322	10/03/2022	DEPT OF TRANSPORT	TRANS LICENSING	\$ 884.75

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:	4 April 2022

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 March 2022 as presented be received.

Voting Requirements: Simple majority

Resolution No 200422-09

Moved Cr Astbury /Seconded Cr Mearns

That the financial statements tabled for the period ending 31 March 2022 as presented be received.

Carried 6/0



SHIRE OF WICKEPIN

MONTHLY FINANCIAL REPORT

For the Period Ended 31 March 2022

LOCAL GOVERNMENT ACT 1995

LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996

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Shire of Wickepin

Compilation Report

For the Period Ended 31 March 2022

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 March 2022 of \$604,165.

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

Preparation

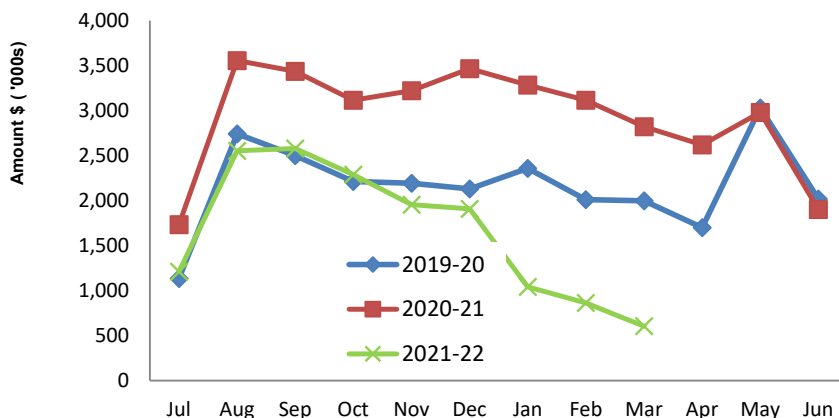
Prepared by: Erika Clement DCEO

Date prepared: 4-Apr-22

Reviewed by: Mark Hook CEO

Shire of Wickepin
Monthly Summary Information
 For the Period Ended 31 March 2022

Liquidity Over the Year (Refer Note 3)



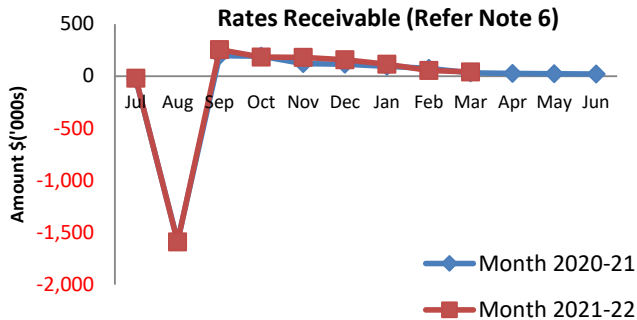
Cash and Cash Equivalents as at period end

Unrestricted	\$ 1,613,300
Restricted	\$ 2,824,404
	\$ 4,437,704

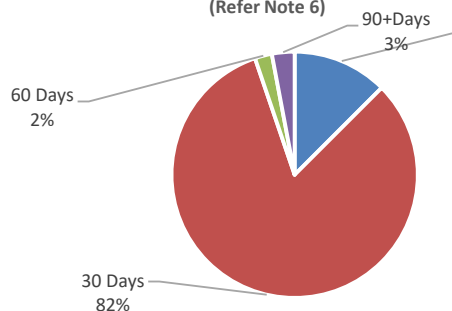
Receivables

Rates	\$ 41,441
Other	\$ 17,097
	\$ 58,538

Rates Receivable (Refer Note 6)



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



Comments

Unrestricted cash includes the following payments in advance

21/22 FESA paid in advance	\$14,895
21/22 Grants Commission - General	\$557,672
21/22 Grants Commission - Roads	\$292,776
Amounts paid in advance	\$865,343

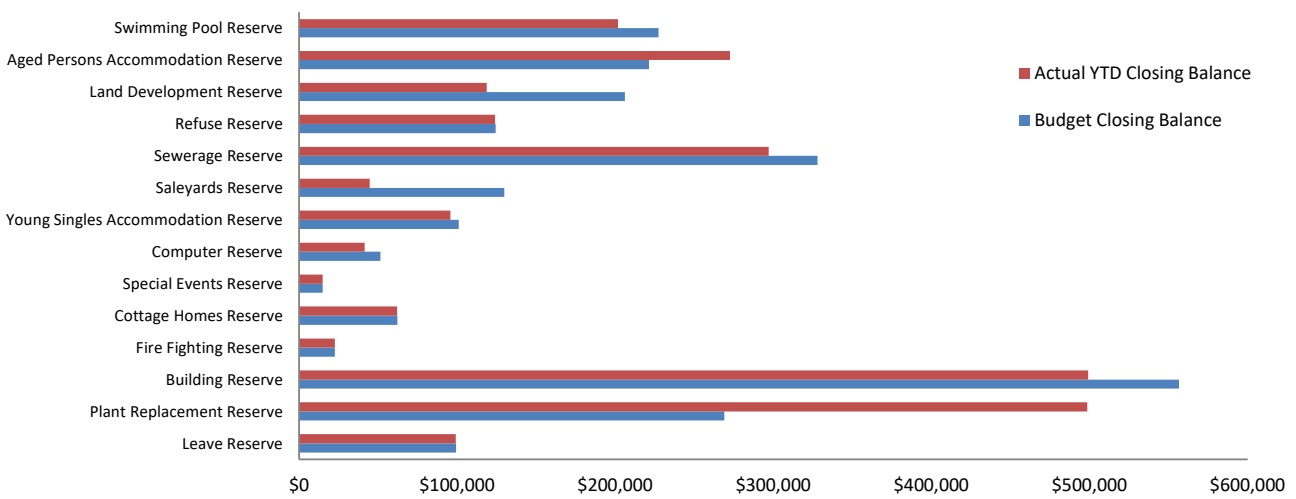
This information is to be read in conjunction with the accompanying Financial Statements and notes.

Shire of Wickepin
Monthly Summary Information
 For the Period Ended 31 March 2022

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.

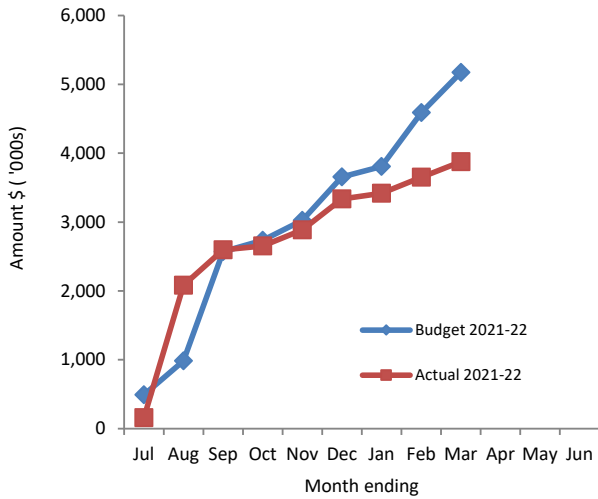
Shire of Wickepin

Monthly Summary Information

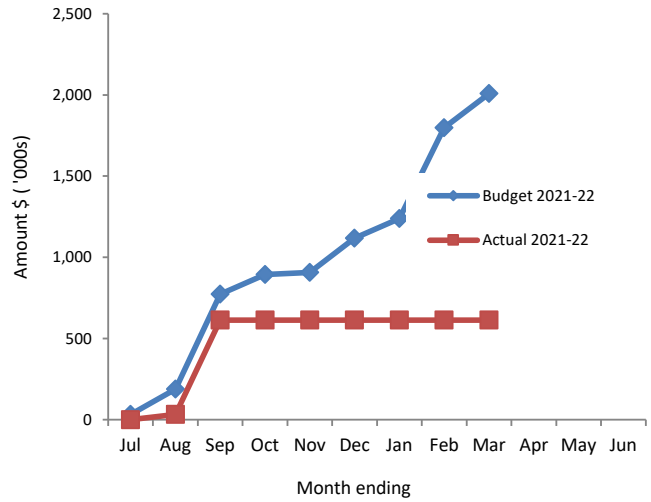
For the Period Ended 31 March 2022

Revenues

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

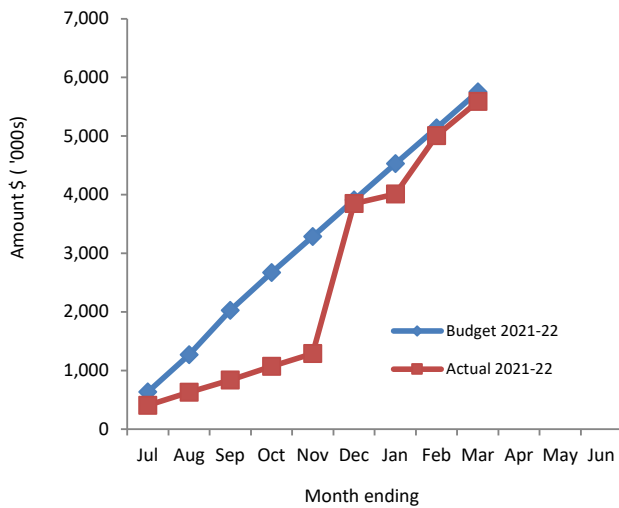


Budget Capital Revenue -v- Actual (Refer Note 2)

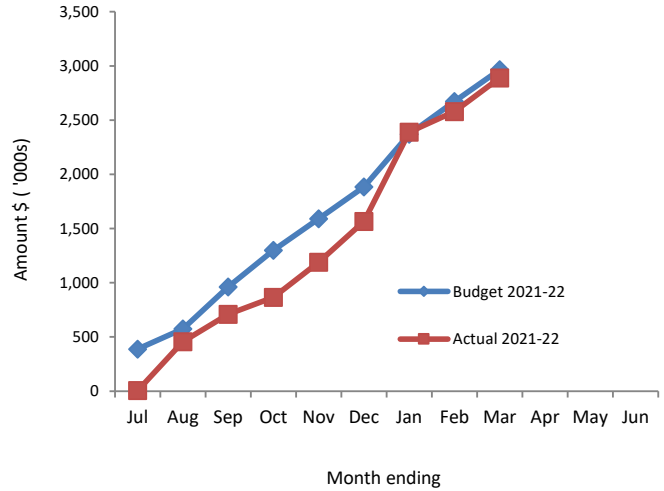


Expenditure

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 March 2022

Note	Annual Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
Operating Revenues						
	\$	\$	\$	\$	%	
Governance	1,725	1,287	6,783	5,496	427.03%	
General Purpose Funding - Rates	1,398,297	1,394,797	1,407,126	12,329	0.88%	
General Purpose Funding - Other	782,761	587,045	599,512	12,467	2.12%	
Law, Order and Public Safety	97,284	84,432	86,866	2,434	2.88%	
Health	700	513	100	(413)	(80.51%)	
Education and Welfare	300	216	2,777	2,561	1185.77%	
Housing	907,934	850,963	57,583	(793,380)	(93.23%)	▼
Community Amenities	188,570	176,082	194,760	18,678	10.61%	▲
Recreation and Culture	195,767	181,507	17,894	(163,613)	(90.14%)	▼
Transport	1,968,736	1,553,470	1,408,344	(145,126)	(9.34%)	
Economic Services	334,135	317,670	61,160	(256,510)	(80.75%)	▼
Other Property and Services	34,000	25,488	33,566	8,078	31.69%	
Total Operating Revenue	5,910,209	5,173,470	3,876,471	(1,296,999)		
Operating Expense						
Governance	(500,591)	(396,471)	(337,573)	58,898	14.86%	▼
General Purpose Funding	(102,524)	(76,887)	(56,842)	20,045	26.07%	▼
Law, Order and Public Safety	(238,302)	(190,511)	(207,723)	(17,212)	(9.03%)	
Health	(25,055)	(18,747)	(19,802)	(1,055)	(5.63%)	
Education and Welfare	(26,840)	(20,070)	(18,989)	1,081	5.39%	
Housing	(165,862)	(124,779)	(123,737)	1,042	0.84%	
Community Amenities	(426,833)	(322,075)	(290,459)	31,616	9.82%	
Recreation and Culture	(997,842)	(747,950)	(872,029)	(124,079)	(16.59%)	▲
Transport	(4,899,391)	(3,674,349)	(3,490,579)	183,770	5.00%	
Economic Services	(262,672)	(196,785)	(181,464)	15,321	7.79%	
Other Property and Services	36,166	14,889	11,496	(3,393)	22.79%	▼
Total Operating Expenditure	(7,609,745)	(5,753,735)	(5,587,700)	166,035		
Funding Balance Adjustments						
Add back Depreciation	4,727,594	3,545,640	3,584,196	38,556	1.09%	
Adjust (Profit)/Loss on Asset Disposal	(79,557)	(84,813)	(56,771)	28,042	(33.06%)	
Adjust Provisions and Accruals	282	0	0	0		
Adjust Rounding	0	0	0			
Net Cash from Operations	2,948,783	2,880,562	1,816,196	(1,064,366)		
Capital Revenues						
Proceeds from Disposal of Assets	378,000	189,000	194,790	5,790	3.06%	
Total Capital Revenues	378,000	189,000	194,790	5,790		
Capital Expenses						
Land and Buildings	(1,097,025)	(799,092)	(353,155)	445,937	55.81%	▼
Infrastructure - Roads	(2,125,019)	(1,610,283)	(1,461,023)	149,260	9.27%	
Infrastructure - Footpaths	(15,000)	(15,000)	0	15,000	100.00%	▼
Infrastructure -Other	(414,000)	(414,000)	(474,492)	(60,492)	(14.61%)	▲
Plant and Equipment	(959,000)	(124,000)	(600,980)	(476,980)	(384.66%)	▲
Total Capital Expenditure	(4,610,044)	(2,962,375)	(2,889,650)	72,725		
Net Cash from Capital Activities	(4,232,044)	(2,773,375)	(2,694,860)	78,515		
Financing						
Proceeds from New Debentures	0	0	0	0		
Self-Supporting Loan Principal	6,847	3,424	6,848	3,424	100.02%	
Transfer from Reserves	283,000	0	0	0		
Repayment of Debentures	(46,139)	(22,990)	(26,448)	(3,458)	(15.04%)	
Transfer to Reserves	(561,000)	0	0	0		
Net Cash from Financing Activities	(317,292)	(19,567)	(19,600)	(33)		
Net Operations, Capital and Financing	(1,600,553)	87,621	(898,264)	(985,885)		
Opening Funding Surplus(Deficit)	1,601,290	1,502,429	1,502,429	0	0.00%	
Closing Funding Surplus(Deficit)	737	1,590,050	604,165	(985,885)		

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 March 2022

	Note	Amended Annual Budget	Amended YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
Operating Revenues		\$	\$	\$	\$	%	
Rates	9	1,398,297	1,394,779	1,407,126	12,347	0.89%	
Operating Grants, Subsidies and Contributions	11	1,659,826	1,448,805	763,322	(685,483)	(47.31%)	▼
Fees and Charges		465,438	397,579	415,112	17,533	4.41%	
Service Charges		0	0	0	0		
Interest Earnings		17,300	12,969	4,160	(8,809)	(67.92%)	
Other Revenue		0	0	19,785	19,785		▲
Profit on Disposal of Assets	8	100,545	100,545	56,771			
Total Operating Revenue		3,641,406	3,354,677	2,666,276	(644,628)		
Operating Expense							
Employee Costs		(1,236,634)	(928,676)	(945,417)	(16,741)	(1.80%)	
Materials and Contracts		(1,198,778)	(911,932)	(631,256)	280,676	30.78%	▲
Utility Charges		(187,750)	(139,599)	(171,061)	(31,462)	(22.54%)	▼
Depreciation on Non-Current Assets		(4,727,594)	(3,545,640)	(3,584,196)	(38,556)	(1.09%)	
Interest Expenses		(4,032)	(2,262)	(3,424)	(1,162)	(51.36%)	
Insurance Expenses		(214,969)	(195,656)	(213,531)	(17,875)	(9.14%)	
Other Expenditure		(19,000)	(14,238)	(38,815)	(24,577)	(172.61%)	▼
Loss on Disposal of Assets	8	(20,988)	(15,732)	0	15,732	100.00%	
Total Operating Expenditure		(7,609,745)	(5,753,735)	(5,587,700)	166,035		
Funding Balance Adjustments							
Add back Depreciation		4,727,594	3,545,640	3,584,196	38,556	1.09%	
Adjust (Profit)/Loss on Asset Disposal	8	(79,557)	(84,813)	(56,771)	28,042	(33.06%)	
Adjust Provisions and Accruals		282	0	0	0		
Adjust Rounding		0	0	0	0		
Net Cash from Operations		679,980	1,061,769	606,001	(411,994)		
Capital Revenues							
Grants, Subsidies and Contributions	11	2,268,803	1,818,793	1,210,195	(608,598)	(33.46%)	▼
Proceeds from Disposal of Assets	8	378,000	189,000	194,790	5,790	3.06%	
Total Capital Revenues		2,646,803	2,007,793	1,404,985	(602,808)		
Capital Expenses							
Land and Buildings	13	(1,097,025)	(799,092)	(353,155)	445,937	55.81%	▲
Infrastructure - Roads	13	(2,125,019)	(1,610,283)	(1,461,023)	149,260	9.27%	
Infrastructure - Footpaths	13	(15,000)	(15,000)	0	15,000	100.00%	▲
Infrastructure - Drainage	13	(414,000)	(414,000)	(474,492)	(60,492)	(14.61%)	▼
Plant and Equipment	13	(959,000)	(124,000)	(600,980)	(476,980)	(384.66%)	▼
Furniture and Equipment	13	0	0	0	0		
Total Capital Expenditure		(4,610,044)	(2,962,375)	(2,889,650)	72,725		
Net Cash from Capital Activities		(1,963,241)	(954,582)	(1,484,665)	(530,083)		
Financing							
Proceeds from New Debentures		0	0	0	0		
Proceeds from Advances		0	0	0	0		
Self-Supporting Loan Principal		6,847	3,424	6,848	3,424	100.02%	
Transfer from Reserves	7	283,000	0	0	0		
Advances to Community Groups		0	0	0	0		
Repayment of Debentures	10	(46,139)	(22,990)	(26,448)	(3,458)	(15.04%)	
Transfer to Reserves	7	(561,000)	0	0	0		
Net Cash from Financing Activities		(317,292)	(19,567)	(19,600)	(33)		
Net Operations, Capital and Financing		(1,600,553)	87,621	(898,264)	(942,111)		
Opening Funding Surplus(Deficit)	3	1,601,290	1,502,429	1,502,429	0	0.00%	
Closing Funding Surplus(Deficit)	3	737	1,590,050	604,165	(942,111)		

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.

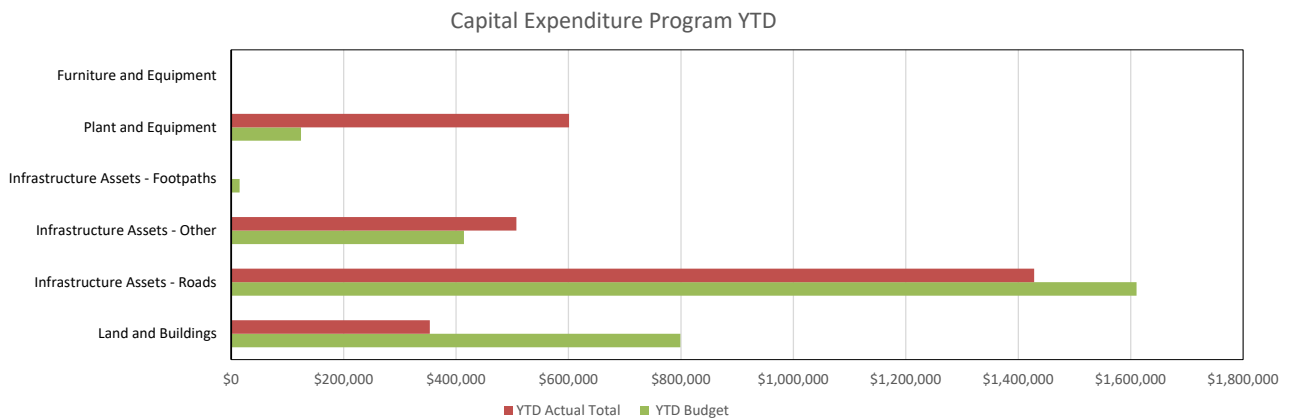
SHIRE OF WICKEPIN
STATEMENT OF CAPITAL ACQUISITIONS AND CAPITAL FUNDING
 For the Period Ended 31 March 2022

Capital Acquisitions	Note	YTD 31 03 2022					
		YTD Actual New /Upgrade (a)	YTD Actual (Renewal Expenditure) (b)	YTD Actual Total (c) = (a)+(b)	YTD Budget (d)	Amended Annual Budget	Variance (d) - (c)
Land and Buildings	13	\$ 353,155	\$ 0	\$ 353,155	\$ 799,092	\$ 1,097,025	\$ (445,937)
Infrastructure Assets - Roads	13		1,428,330	1,428,330	1,610,283	2,125,019	(181,953)
Infrastructure Assets - Other	13	507,185	0	507,185	414,000	414,000	93,185
Infrastructure Assets - Footpaths	13	0	0	0	15,000	15,000	(15,000)
Plant and Equipment	13	600,980	0	600,980	124,000	959,000	476,980
Furniture and Equipment	13	0	0	0	0	0	0
Capital Expenditure Totals		1,461,320	1,428,330	2,889,650	2,962,375	4,610,044	(72,725)

Funded By:

Capital Grants and Contributions	1,210,195	2,268,803	2,268,803	1,058,608
Borrowings	0	0	0	0
Other (Disposals & C/Fwd)	194,790	189,000	(79,557)	5,790
Own Source Funding - Cash Backed Reserves				
Aged Accommodation Reserve	52,000	0		52,000
Plant Reserve	231,000			231,000
Building Reserve				
Total Own Source Funding - Cash Backed Reserves	0	0	(283,000)	0
Own Source Funding - Operations	1,201,665	504,572	2,420,798	697,093
Capital Funding Total	2,889,650	2,962,375	4,610,044	(72,725)

Comments and graphs



SHIRE OF WICKEPIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 March 2022

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 March 2022

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 March 2022

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 March 2022

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 March 2022

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 March 2022

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 March 2022

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 March 2022

Note 2: EXPLANATION OF MATERIAL VARIANCES

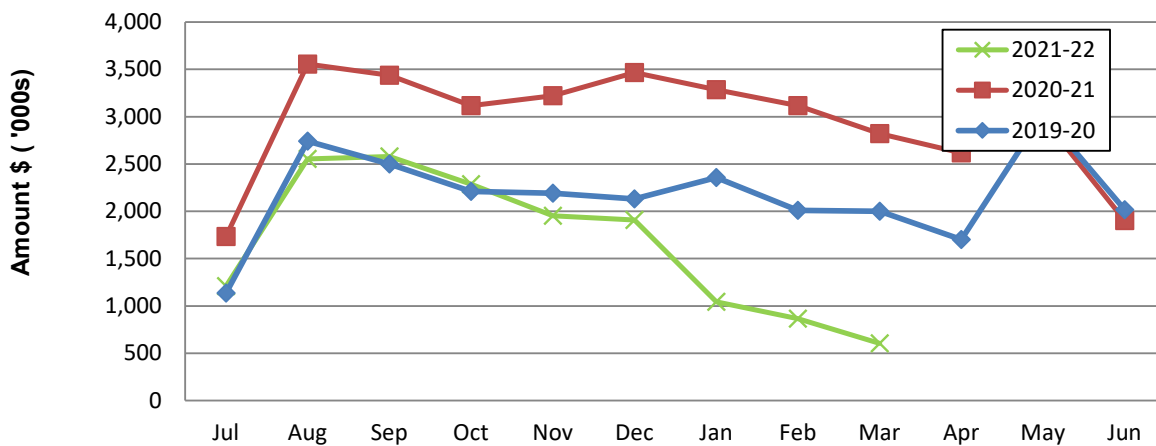
Reporting Program	Var. \$	Var. %	Var.	Timing/ Permanent	Explanation of Variance
Operating Revenues	\$	%			
Governance	5,496	427.03%			
General Purpose Funding - Other	12,467	2.12%			
Law, Order and Public Safety	2,434	2.88%			
Housing	(793,380)	(93.23%)	▼	Timing	Aged Units income from Contract Liabilities conditions not yet met.
Community Amenities	18,678	10.61%	▲	Permanent	Sale of Recycled Materials not budgeted for.
Recreation and Culture	(163,613)	(90.14%)	▼	Timing	Grant funds in Contract Liabilities - conditions not yet met.
Transport	(145,126)	(9.34%)			
Economic Services	(256,510)	(80.75%)	▼	Timing	Grant funding not yet received
Other Property and Services	8,078	31.69%			
Operating Expense					
Governance	58,898	14.86%	▼	Timing	Over Several Accounts- Audit Fees, Election Expenses, Staff Training, Uniforms, Subscriptions
General Purpose Funding	20,045	26.07%	▼	Timing	Over Several accounts. Valuation Expenses, Title Searches.
Law, Order and Public Safety	(17,212)	(9.03%)			
Health	(1,055)	(5.63%)			
Education and Welfare	1,081	5.39%			
Housing	1,042	0.84%			
Community Amenities	31,616	9.82%			
Recreation and Culture	(124,079)	(16.59%)	▲	Timing	Over Several Accounts, Halls, Community Centres, ParkS & Gardens and Swimming pool maintenance expenses higher
Transport	183,770	5.00%			
Economic Services	15,321	7.79%			
Other Property and Services	(3,393)	22.79%	▼		Less Private works costs, Other PWOH and Staff Training costs down
Capital Revenues					
Grants, Subsidies and Contributions	(608,598)	(33.46%)	▼	Timing	Roads funding not yet received
Proceeds from Disposal of Assets	5,790	3.06%			
Capital Expenses					
Land and Buildings	445,937	55.81%	▼	Timing	Aged units not yet completed. Harrsmith Public toilet still to be done, Depot Crib room not yet done.
Infrastructure - Roads	149,260	9.27%			
Infrastructure - Other	(60,492)	(14.61%)	▲	Permanent	Wogolin Playground amendments
Infrastructure - Footpaths	15,000	100.00%	▼	Timing	Footpaths not yet started
Plant and Equipment	(476,980)	(384.66%)	▲	Timing	Plant not yet purchased (due to delivery issues)
Financing					
Loan Principal	(3,458)	(15.04%)			

SHIRE OF WICKEPIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
 For the Period Ended 31 March 2022

Note 3: NET CURRENT FUNDING POSITION

		Positive=Surplus (Negative=Deficit)		
	Note	YTD 31 Mar 2022	30 June 2020	YTD 30 Mar 2021
		\$	\$	\$
Current Assets				
Cash Unrestricted	4	1,613,300	2,472,116	975,440
Cash Restricted	4	2,824,404	2,536,024	1,274,113
Receivables - Rates	6	41,441	22,107	73,835
Receivables -Other	6	17,097	29,288	112,223
Interest / ATO Receivable/Trust		34,783	87,804	27,693
		4,531,026	5,147,340	2,463,304
Less: Current Liabilities				
Payables		(21,361)	(27,403)	(26,842)
Contract Liabilities		(853,441)	(853,441)	
Provisions		(227,654)	(228,043)	(144,743)
		(1,102,456)	(1,108,886)	(171,586)
Less: Cash Reserves	7	(2,824,404)	(2,536,024)	(1,274,113)
Net Current Funding Position		604,165	1,502,429	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 March 2022

Note 4: CASH AND INVESTMENTS

	Interest Rate	Unrestricted \$	Restricted \$	Trust \$	Total Amount \$	Institution	Maturity Date
(a) Cash Deposits							
Municipal Bank Account	0.00%	119,967			119,967	ANZ	At Call
Reserve Bank Account	0.00%		0		0	ANZ	At Call
Trust Bank Account	0.00%			13,616	13,616	ANZ	At Call
Cash On Hand	Nil	700.00			700	N/A	On Hand
(b) Term Deposits							
Municipal					0		
Municipal					0		
Municipal	0.05%	1,492,393			1,492,393	WA Treasury	At Call
Reserve	0.40%		2,824,404		2,824,404	Bendigo Bank	17-Jun-22
Trust	0.40%			198,957	198,957	Bendigo Bank	17-Jun-22
Total		1,613,060	2,824,404	212,573	4,650,038		

Comments/Notes - Investments

SHIRE OF WICKEPIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 March 2022

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	\$	\$	\$	\$ 737
	Permanent Changes		Opening Surplus(Deficit)				737
	Opening surplus adjustment						
CHS10	Staff House		Capital Expenses			5,160	(4,423)
3232	Staff House		Capital Expenses			50,650	(55,073)
1514	Playgroup Building		Capital Expenses			5,000	(60,073)
5088	Wogolin Street Playground		Capital Expenses			60,491	(120,564)
LDP1	Depot Construction - Additional cost crib room		Capital Expenses			13,000	(133,564)
LPCC	Public Toilets - Additional cost		Capital Expenses			28,892	(162,456)
CLYS1	Saleyards - Walkways		Capital Expenses			56,000	(218,456)
	Transfer from Building Reserve		Capital Revenue		(23,000)		(195,456)
	Transfer from Building Reserve		Capital Revenue		(28,892)		(166,564)
	Transfer from Building Reserve		Capital Revenue		(50,650)		(115,914)
	Transfer from Saleyards Reserve		Capital Revenue		(56,000)		(59,914)
0352	Election Expenses		Operating Expenses		(5,300)		(54,614)
0282	Sundry Advertising		Operating Expenses			5,000	(59,614)
0762	Computer Support		Operating Expenses			3,075	(62,689)
1072	Fire Insurance		Operating Expenses		(12,330)		(50,359)
LHS10	Staff House		Operating Expenses		(3,000)		(47,359)
LED1	Effluent Drainage System		Operating Expenses			6,000	(53,359)
LPC2	Yealering Public Toilets		Operating Expenses			2,500	(55,859)
LPH2	Yealering Hall		Operating Expenses			13,500	(69,359)
LRB1	Annual Maintenance Program Roads		Operating Expenses		(13,500)		(55,859)
LCP2	Yealering Caravan Park and accommodation units		Operating Expenses			13,500	(69,359)
LRB1	Annual Maintenance Program Roads		Operating Expenses		(13,500)		(55,859)
LSY1	Wickepin Saleyards		Operating Expenses			3,000	(58,859)
LRB1	Annual Maintenance Program Roads		Operating Expenses		(3,000)		(55,859)
7392	Insurance		Operating Expenses			5,400	(61,259)
6552	Regional Welfare/Medical Support		Operating Expenses		(2,000)		(59,259)
0181	Grants Commission - General Purpose		Operating Revenue			11,197	(70,456)
0201	Grants Commission - Roads		Operating Revenue		(36,198)		(34,258)
151	Rates Discount/Concession		Operating Revenue		(9,217)		(25,041)
3573	Sale of Recycled materials		Operating Revenue		(19,785)		(5,256)
4203	Charges - Planning fees		Operating Revenue			3,000	(8,256)
				0	(276,372)	285,365	

**SHIRE OF WICKEPIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 March 2022**

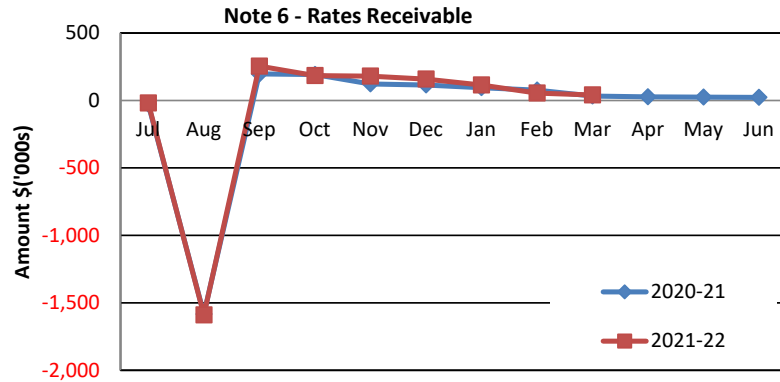
Note 6: RECEIVABLES

Receivables - Rates Receivable

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

Net Rates Collectable
% Collected

	YTD 31 Mar 2022	30 June 2021
	\$	\$
Opening Arrears Previous Years	19,522	19,522
Levied this year	1,584,931	1,534,110
<u>Less</u> Collections to date	(1,563,012)	(1,519,102)
Equals Current Outstanding	41,441	34,530
Net Rates Collectable	41,441	34,530
% Collected	97.42%	97.78%



Comments/Notes - Receivables Rates

At this time last year we had received 90.43% of rates

Receivables - General

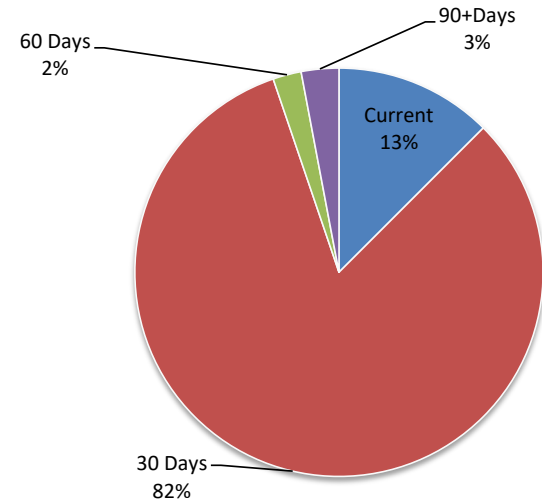
Receivables - General

Total Receivables General Outstanding

Amounts shown above include GST (where applicable)

	Current	30 Days	60 Days	90+Days
	\$	\$	\$	\$
Receivables - General	2,138	14,067	384	509
Total Receivables General Outstanding				17,097

Note 6 - Accounts Receivable (non-rates)



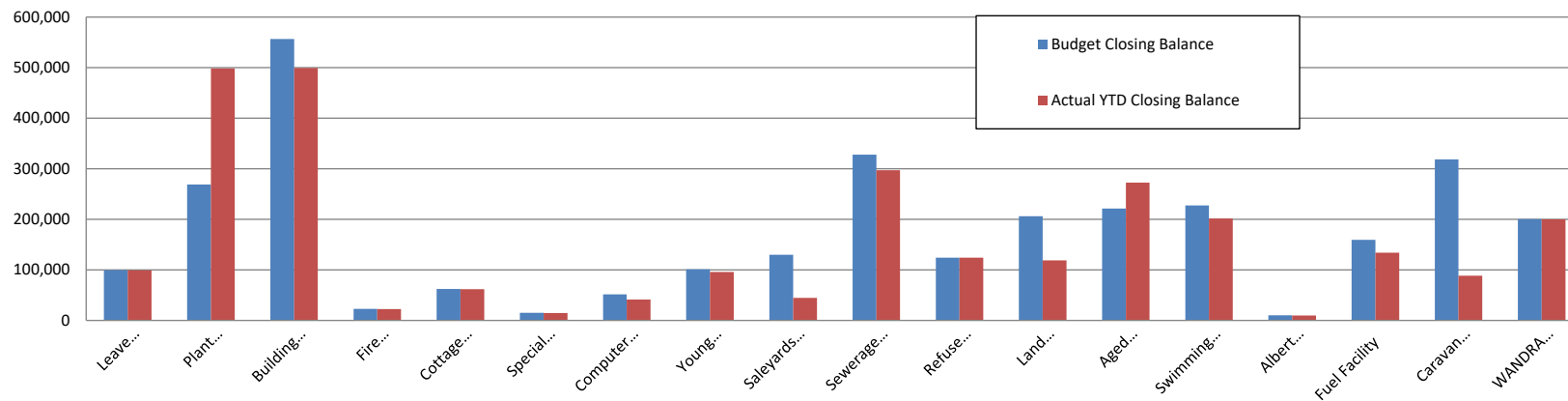
Comments/Notes - Receivables General

**SHIRE OF WICKEPIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 March 2022**

Note 7: Cash Backed Reserve

2021-22										
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	99,102.75	281.00							99,384	99,103
Plant Replacement Reserve	498,504.60	1,412.00				231,000			268,917	498,505
Building Reserve	499,119.35	1,414.00		56,000					556,533	499,119
Fire Fighting Reserve	22,617.75	64.00							22,682	22,618
Cottage Homes Reserve	61,933.07	175.00							62,108	61,933
Special Events Reserve	14,881.19	42.00							14,923	14,881
Computer Reserve	41,436.97	117.00		10,000					51,554	41,437
Young Singles Accommodation Reserve	95,716.47	271.00		5,000					100,987	95,716
Saleyards Reserve	44,685.06	127.00		85,000					129,812	44,685
Sewerage Reserve	297,102.87	842.00		30,000					327,945	297,103
Refuse Reserve	123,958.18	351.00							124,309	123,958
Land Development Reserve	118,657.35	336.00		87,000					205,993	118,657
Aged Persons Accommodation Reserve	272,556.70	772.00				52,000			221,329	272,557
Swimming Pool Reserve	201,811.51	572.00		25,000					227,384	201,812
Albert Facey Homestead Reserve	9,946.78	28.00							9,975	9,947
Fuel Facility	133,993.51	380.00		25,000					159,374	133,994
Caravan Park & Accommodation Reserve	88,380.00	250.00		230,000					318,630	88,380
WANDRA events & Emergency Repairs Reserve	200,000.00	566.00							200,566	200,000
	2,824,404	8,000	0	553,000	0	283,000	0		3,102,404	2,824,404

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 March 2022

Note 8 CAPITAL DISPOSALS

Actual YTD Profit/(Loss) of Asset Disposal				Disposals	Amended Current Budget			Comments
Cost	Accum Depr	Proceeds	Profit (Loss)		YTD 31 03 2022			
					Amended Annual Budget Profit/(Loss)	Actual Profit/(Loss)	Variance	
\$	\$	\$	\$	\$	\$	\$		
				Plant and Equipment				
220,000	181,635	85,000	46,635	P713A 2013 Komatsu GD 5555 Grader	72,287	46,635	(25,652)	
52,000	26,000	31,818	5,818	P698A 2015 Dutro HinoTip Truck	5,572	5,818	246	
			0	P697 2013 Dynapac CA2500 Vibe' Roller	14,587	0	(14,587)	
39,810	998	41,956	3,144	PCEO 2021 Isuzu STNSDN	(2,803)	3,144	5,947	
			0	PCEO 2021 Isuzu STNSDN	(2,803)	0	2,803	
			0	PWS 2021 Isuzu D Max 4X4 Dual Cab	8,099	0	(8,099)	
51,622	16,781	36,016	1,174	PFACEY 2020 Mitsubishi Triton 4X4 Dual Cab	(15,382)	1,174	16,556	
			0			0	0	
363,432	225,414	194,790	56,771		79,557	56,771	(22,786)	

Comments - Capital Disposal/Replacements

**SHIRE OF WICKEPIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 March 2022**

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	0.071120	140	1,476,107	104,981		0	104,981	104,981	1,000		105,981
UV	0.008319	278	161,592,253	1,344,286			1,344,286	1,344,286			1,344,286
Sub-Totals		418	163,068,360	1,449,267	0	0	1,449,267	1,449,267	1,000	0	1,450,267
Minimum Payment	Minimum \$										
GRV	500.00	118	44,870	59,000			59,000	59,000			59,000
UV	500.00	24	816,573	12,000			12,000	12,000			12,000
Sub-Totals		142	861,443	71,000	0	0	71,000	71,000	0	0	71,000
Ex Gratia Rates							1,520,267				1,521,267
Discount							13,056				13,055
Rates Writeoffs							(126,783)				(136,000)
Amount from General Rates							586				(25)
Specified Area Rates							1,407,126				1,398,297
Totals							1,407,126				1,398,297

Comments - Rating Information

SHIRE OF WICKEPIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 March 2022

10. INFORMATION ON BORROWINGS

(a) Debenture Repayments

Particulars	Principal 1-Jul-21	New Loans	Principal Repayments		Principal Outstanding		Interest Repayments		Loan Completion Date
			Actual \$	Budget \$	Actual \$	Budget \$	Actual \$	Budget \$	
Loan 102 - WD Sports Club SS Greens	13,972		6848	6,847	13,972	13,972	491	491	17/01/2023
Loan 103 -Staff House	388,491		19600	39,292	368,891	414,018	1816	3,541	2/12/2030
	402,463	0	26,448	46,139	382,863	427,990	2,307	4,032	

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 March 2022

Note 11: GRANTS AND CONTRIBUTIONS

Program/Details GL	Grant Provider	Approval	2021-22 Budget	Variations Additions (Deletions)			Recoup Status	
					Operating	Capital	Received	Not Received
		(Y/N)	\$	\$	\$	\$	\$	\$
GENERAL PURPOSE FUNDING								
Grants Commission - General	WALGGC	Y	523,068	0	523,068	0	383,903	139,165
Grants Commission - Roads	WALGGC	Y	239,893	0	239,893	0	207,068	32,825
LAW, ORDER, PUBLIC SAFETY								
FESA Grant - Operating Bush Fire Brigade	Dept. of Fire & Emergency Serv.	Y	44,686	0	44,686	0	31,706	12,981
				0				0
HOUSING								
WSAHA Grant	DPIRD	Y	150,000			150,000	0	150,000
WSAHA Grant	DPIRD	Y	680,134		680,134		0	0
WSAHA Grant	DPIRD	Y				0	0	0
EDUCATION & WELFARE								
		N			0	0		0
COMMUNITY AMENITIES								
		Y					0	0
RECREATION AND CULTURE								
Saluting their Service		Y	36,400		24,000		0	24,000
State Library Grant		N			5,000		5,000	0
			136,907			136,907		
ECONOMIC SERVICES								
LRCI Funding		Y	260,350			260,350	0	260,350
TRANSPORT								
Roads To Recovery Grant - Cap	Roads to Recovery	Y	327,069	0	0	327,069	203,556	123,513
RRG Grants - Capital Projects	Regional Road Group	Y	1,210,037	0	0	1,210,037	895,910	314,127
Direct Grant - Maintenance	Dept. of Transport	Y	135,645	0	135,645	0	135,645	0
Blackspot Funding	Blackspot	Y	184,440	0	0	184,440	110,729	73,711
TOTALS			3,928,629	0	1,652,426	2,268,803	1,973,517	1,130,671

Operating
Non-Operating

Operating
Non-operating

1,659,826

2,268,803

3,928,629

763,322

1,210,195

1,973,517

SHIRE OF WICKEPIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 March 2022

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 21	Amount Received	Amount Paid	Closing Balance 31-Mar-22
	\$	\$	\$	\$
Housing Bonds	0.00	880.00	-880.00	0.00
Master Key Deposits	240.00	4,920.00	-4,920.00	240.00
Nomination Deposits	0.00	400.00	-400.00	0.00
Building and BCITF	0.00	689.63	-312.36	377.27
Cat/Dog Trap Hire	50.00	150.00	-200.00	0.00
WDSC Replacement Greens	134,754.57	10,000.00	0.00	144,754.57
Miscellaneous Trust	2,329.21	1,954.15	-648.15	3,635.21
Yealering Bowling Club Greens	63,806.22	0.00	0.00	63,806.22
Licensing		172,383.80	-172,383.80	0.00
	201,180.00	191,377.58	-179,744.31	212,813.27

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 March 2022

Note 13: CAPITAL ACQUISITIONS

		31/03/2022					
	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 (76,350)	(76,350)	(124,374)	48,024		Carryover from 20/21
	HOUSE - 5 MOSS PARADE	CHS10 0	0	(5,160)	5,160		
	Housing Total	(76,350)	(76,350)	(129,534)	53,184	0	
○	Other Housing						Carryover from 20/21
	CAPITAL EXPENSE - LIFESTYLE VILLAGE	3272 (836,675)	(627,507)	(178,138)	(449,369)		
	Other Housing Total	(836,675)	(627,507)	(178,138)	(449,369)		
○	Community Amenities						0
○	Paint old PWD shed	LPWC (8,000)	(6,003)	(2,726)			
	Harrismith Public Toilet	LYFA2 (40,000)	(29,997)	(7,396)			
	Community Amenities Total	(48,000)	(29,997)	(10,121)	0		
○	Recreation and Culture						0
○	Yealering Croquet Club Retaining Wall	CLPH2 (10,000)	(7,497)	0	(7,497)		
○	Upgrade CCTV Community Centre	CLCC1 (12,000)	(9,000)	0	(12,000)		
○	War Memorial Upgrade	CWMM1 (40,000)	(29,997)	(4,127)			
○	Paint Yealering CWA	5504 (7,000)	(5,247)	0	(5,247)		
○	Reroof Play Group Building - P301	1514 (10,000)	(7,497)	0	(7,497)		
○	Lake Yealering Foreshore Ablutions	LYFA2 0	0	(846)	(846)		
	Recreation And Culture Total	(79,000)	(59,238)	(4,973)	(33,087)		
○	Transport						Carryover from 20/21
○	Depot - Crib Room	LDP1 (47,000)	(8,257)	(11,780)	3,523		
	Depot - Shed floor	LDP1 (10,000)	(6,000)	(18,608)	12,608		
	Transport Total	(57,000)	(6,000)	(30,388)	12,608		
	Land and Buildings Total	(1,007,025)	(799,094)	(251,155)	(416,664)	0	
○	Footpaths						0
	Transport						
	FOOTPATHS	LFP1 (15,000)	(15,000)	0	(15,000)		
	Transport Total	(15,000)	(15,000)	0	(15,000)	0	
	Footpaths Total	(15,000)	(15,000)	0	(15,000)	0	
○	Plant , Equip. & Vehicles						0
○	Governance						
	CEO VEHICLE	1064 (88,000)	(44,000)	(49,120)	5,120		
	Governance Total	(88,000)	(44,000)	(49,120)	5,120	0	
○	Recreation And Culture						0
○	Replace Main Sewer Pump	LEDC (10,000)	(10,000)	(7,388)	2,613		
	Recreation And Culture Total	(10,000)	0	(7,388)	0	0	
○	Transport						0
○	P698 - 2015 Dutral HinoTip Truck	6034 (80,000)	(80,000)	(72,721)	(7,279)		
○	P713A - 2013 Komatsu GD 5555 Grader	6034 (450,000)	0	(420,500)	(29,500)		
○	P697 - 2013 Dynapac CA2500 Vibe' Roller	6034 (221,000)	0		(221,000)		
○	PWS - 2021 Isuzu D Max 4X4 Dual Cab	6034 (60,000)	0		(60,000)		
○	PWS - 2020 Mitsubishi Triton 4X4 Dual Cab	6034 (50,000)	0	(51,252)	1,252		
	Transport Total	(861,000)	(80,000)	(544,473)	(313,915)	0	
	Plant , Equip. & Vehicles Total	(959,000)	(124,000)	(600,988)	(308,793)	0	
○	Infrastructure Other						0
○	Recreation and Culture						
○	Wogolin Recreation Area	5088 (414,000)	(414,000)	(474,492)	60,492		
	Recreation And Culture Total	(414,000)	(414,000)	(474,492)	60,492	0	
	Infrastructure Other Total	(414,000)	(414,000)	(474,492)	0	0	
○	Roads						0
○	Transport Regional Road Group						
○	Wickepin Harrismith	RG002 (167,967)	(125,973)	(126,325)	(41,642)		
○	Rabbit Proof fence	C150 (181,857)	(136,404)	(179,907)	(1,950)		
○	Rabbit Proof fence	WSF150 (1,010,265)	(757,710)	(870,520)	(139,745)		
	Regional Road Group Total	(1,360,089)	(1,020,087)	(1,176,752)	(183,337)	0	
○	Transport Roads to Recovery						0
○	Harrismith North	R2R051 (61,807)	(46,359)	(4,534)	(41,825)		
○	Wickepin Corrigin	R2R001 (40,905)	(30,681)	(30,056)	(625)		
○	Wickepin North	R2R015 (20,800)	(15,597)	(40,356)	24,759		
○	Brown	R2R027 (108,836)	(81,621)	(91,265)	9,644		
○	Tincurrin North	R2R011 (38,400)	(28,800)	0	(28,800)		
○	Roberts Street	R2R116 (66,000)	(66,000)	(45,342)	(20,658)		
	Roads to Recovery Total	(336,748)	(269,058)	(211,553)	(57,505)	0	
○	Transport Black Spot						0
○	Gillimanning Road	BS035 (276,660)	(207,495)	(15,118)	(192,377)		
	Blackspot Total	(276,660)	(207,495)	(15,118)	(192,377)	0	
○	Council Resources Construction						0
○	Plover Street	CO162 (42,849)	(32,139)	(23,343)	(8,796)		
○	Water Harvesting Dam	RETU (72,110)	(54,081)	(32,693)	(39,417)		
○	Curlwey Way	CO161 (36,563)	(27,423)	(1,564)	(25,859)		
	Council Resources Construction Total	(151,522)	(113,643)	(57,601)	(74,071)	0	
	Roads Total	(2,125,019)	(1,620,283)	(1,461,023)	(507,290,60)	0.00	
○	Capital Expenditure Total	(4,610,044)	(2,962,375)	(2,889,650)	(1,247,749)	0	

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

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:	4 April 2022

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 March 2022, 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 March 2022.

Comments:**PLANNING OFFICER'S REPORT**

Planning Determinations	Upcoming Agenda Items April 2022	Referrals and Subdivision Clearances	Other Duties
Outbuilding at Lot 25 (No. 8) Curlew Way, Wickepin approved by Council at March OCM.	Nil	Nil	Authored report on Outbuilding at Lot 25 (No. 8) Curlew Way, Wickepin Development advice for a residential lot in Yealering.

BUILDING SURVEYORS REPORT

There were no building permits issued for the month of March 2022.

ENVIRONMENTAL HEALTH OFFICERS REPORT

- A. A complaint about rats at the Wickepin Hotel has been followed up with advice given to the proprietor on pest management.

- B. The condition of the property 4 Joyner Street, Wickepin will be inspected in early April 2022, as follow-up the letter sent on the 25 February 2022. Should no actions have been taken to address the Shire's concerns, it will be recommended to the CEO that further correspondence be issued.

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) *Local Government Act 1995;*
- 7) *Health (Miscellaneous Provisions) Act 1911 and Regulations; and*
- 8) *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 2021/2022 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	<ul style="list-style-type: none"> - 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 March 2022.

Voting Requirements: Simple majority

Resolution No 200422-10

Moved Cr Thompson /Seconded Cr Miller

That Council receives the report from the Shire of Narrogin's Department of Development & Regulatory Services for the month of March 2022.

Carried 6/0

GOVERNANCE, AUDIT AND COMMUNITY SERVICES

10.2.04 – Community Development Officer’s Report

Submission To:	Ordinary Council
Location / Address:	Whole Shire
Name of Applicant:	Karen Langford - Community Development Officer
File Reference:	CM.PLA.404
Author:	Karen Langford - Community Development Officer
Disclosure of any Interest:	Nil
Date of Report:	11 April 2022

Community Development	<p>Townscape</p> <ul style="list-style-type: none"> • Wogolin Historical Tank signage has been ordered and is currently being made. Installation within approximately a month. • An RFQ for the design and costings for the structure of the Information Bay shelter will be advertised within a week or two. The design of the Information Sign will take place once the design dimensions have been finalised. Townscape are in support of this project. • Quote and concept has been sourced from ‘Fried Films’ to produce a short film to highlight Wickepin as a tourist place, place of interest and to encourage more businesses. This will be presented to Council for next year’s budget. • Townscape are not in favour of the electronic sign which was raised in last month’s forum. They wish to talk about other alternatives. • Discussions have been held regarding the replacement of the train station fence and pedestrian crossing hand rails. This will be included in the next Townscape Committee agenda. <p>War Memorial</p> <ul style="list-style-type: none"> • Memorial Honour Roll Boards will be due for collection this week (commencing 11 April). The Shire’s outside crew will then install the boards in preparation for ANZAC day. <p>Community Grants</p> <ul style="list-style-type: none"> • Community Grant applications are open. We have received one application thus far. <p>Grant Applications</p> <ul style="list-style-type: none"> • Awaiting feedback on the Heritage Inventory grant from Department of Planning Lands and Heritage. <p>Bushfire Impact</p> <ul style="list-style-type: none"> • BlazeAid have arrived and work is underway to help the affected farmers (impacted by the Narrogin East fires) replace their fencing. BlazeAid are currently located at the Wickepin Community Centre and Oval with their caravans, they have also set up a communal office, dining area in the Mezzanine. All hirers have been notified with no disruption to bookings. BlazeAid have expressed their thanks to
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the Shire for assisting them with their set up and to the community for loaning them various goods whilst they are here.

Website

- Work is underway to update information on the Website

Wickepin Astro Weekender

- The Wickepin Astro Weekender was very well received. The Astro Photography session started in the hall with a presentation by 'Mike' who went through the basics of using a DSLR camera to capture the night sky. After the presentation, the group congregated by the lake shore to set up their cameras and tripods. A number of children, who also came along, took advantage of asking some great questions and interacted with everyone that came along. Mike and Riley were informative and entertaining. Some of the participants picnicked by the lake. Apart from some cloud cover, the conditions were perfect.



This was then followed by a "Stargazing" night at Wickepin Oval on the Saturday night. Four high tech (and impressive) telescopes were set up on the oval. There were three presenters from Astro Tourism, Mike and Riley joined us once again, along with Rob who volunteered for the evening and brought along a very large telescope which the children (and adults) were enthralled with. Astro Tourism brought along their laser pointers and gave the spectators a tour of the sky. Both children and adults asked some fabulous questions and were entertained the entire time. We were very fortunate to have open skies directly above the oval.

The Friday night session attracted approximately 30 participants. A number of Yealering locals (adults and children) attended with approximately half of the participants travelling from Narrogin and Perth, bringing patronage to both the caravan park and the hotel.

Saturday night's stargazing session attracted approximately 40 participants with a good blend of both children and adults. The majority of participants travelling from Perth and Narrogin with the remaining being Wickepin locals.

Thank you to Cr. Corke and Cr. Mearns for presenting a welcoming speech to both Astro Tourism and patrons. Also, thank you to Cr. Miller for coming along with his family to participate.

Lake Yealering Regatta Committee sold themed cupcakes along with tea and coffee on both nights which was a success. Thanks to Kym Smith for doing such a fantastic job.

	<div style="display: flex; justify-content: space-around;">   </div> <p>ANZAC Day</p> <ul style="list-style-type: none"> The ANZAC day ceremony will commence at 9:30am, Monday 25 April. Both Yealering and Wickepin Primary School's will be presenting, along with Irene Moore. Hon. Darren West will be attending as part of the Opening of the Memorial Garden, representing Minister Alannah MacTiernan.
<p>Economic Development</p>	<p>Wickepin Playground</p> <ul style="list-style-type: none"> Ongoing – No Change from last report - LRCI funding has been released and Nature Scape Play solutions are currently creating an updated concept plan and making preparations for the tender document relating to the Stage 2B of the recreational area. This is expected to be presented at the May council meeting. <p>CCTV</p> <ul style="list-style-type: none"> LRCI funding has been released and BKS will be undertaking works to install CCTV in the main street and Wogolin Playground. This work should be commencing in approximately two weeks.
<p>Tourism and Social Media</p>	<ul style="list-style-type: none"> A debrief session was held with the Wickepin Festival in preparation for the next festival. The next festival is schedule for 24 February 2024. Wickepin Astro Weekender (mentioned above) Facebook posts are uploaded frequently to promote community social engagement and to keep our community informed. Followers and interactions are increasing.
<p>Sport and Recreation</p>	<ul style="list-style-type: none"> Information forwarded to clubs re grant opportunities.
<p>Governance Other</p>	<ul style="list-style-type: none"> Staff support as needed. Responded to queries from community Liaison with Manager of Works, CEO and ESO for projects needing completion or works to be undertaken.

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 11 April 2022 be accepted.

Voting Requirements: Simple majority

Resolution No 200422-11

Moved Cr Allan /Seconded Cr Mearns

That the report from the Community Development Officer dated 11 April 2022 be accepted.

Carried 6/0

GOVERNANCE, AUDIT AND COMMUNITY SERVICES**10.2.05 – Governance, Audit & Community Services Committee Recommendations**

Submission To:	Ordinary Council
Location / Address:	Whole Shire
Name of Applicant:	Mark Hook, Chief Executive Officer
File Reference:	CR.MEE.224
Author:	Mel Martin, Executive Support Officer
Disclosure of any Interest:	Nil
Date of Report:	29 March 2022

Enclosure/Attachments: Nil

Background:

The Governance, Audit & Community Services Committee meeting was held on Wednesday 16 March 2022.

Comments:

The Governance, Audit & Community Services Committee meeting was held on Wednesday 16 March 2022 and passed the following recommendation:

Moved Cr Allan / Seconded Cr Russell

That the Governance, Audit and Community Services Committee recommends to council that it adopts the Annual Audit and Management Reports provided by Office of Auditor General for the year ended 30 June 2021.

Carried 6/0 by Absolute Majority

Moved Cr Thompson / Seconded Cr Corke

That the Governance, Audit and Community Services Committee recommends to council that it adopts the Policy Manual March 2022.

Carried 6/0 by Absolute Majority

Moved Cr Allan / Seconded Cr Miller

That the Governance, Audit and Community Services Committee recommends to council that it adopts the Annual Compliance Audit Return for the year 1 January 2021 to 31 December 2021 and forward the signed completed Compliance Audit Return to the Executive Director of the Department of Local Government by the due date being 31 March 2022.

Carried 6/0 by Absolute Majority

Moved Cr Miller / Seconded Cr Russell

That the Governance, Audit and Community Services Committee accept the Significant Adverse Trend 2021 Audit report and take the necessary actions outlined within the report.

Carried 6/0

Statutory Environment: Nil

Policy Implications: Nil

Financial Implications: Nil

Strategic Implications: Nil

Recommendations:

1. That the Governance, Audit and Community Services Committee recommends to council that it adopts the Annual Audit and Management Reports provided by Office of Auditor General for the year ended 30 June 2021.
2. That the Governance, Audit and Community Services Committee recommends to council that it adopts the Policy Manual March 2022.
3. That the Governance, Audit and Community Services Committee recommends to council that it adopts the Annual Compliance Audit Return for the year 1 January 2021 to 31 December 2021 and forward the signed completed Compliance Audit Return to the Executive Director of the Department of Local Government by the due date being 31 March 2022.
4. That the Governance, Audit and Community Services Committee accept the Significant Adverse Trend 2021 Audit report and take the necessary actions outlined within the report.

Voting Requirements: Simple Majority

Resolution No 200422-12

Moved Cr Miller /Seconded Cr Mearns

1. That the Governance, Audit and Community Services Committee recommends to council that it adopts the Annual Audit and Management Reports provided by Office of Auditor General for the year ended 30 June 2021.
2. That the Governance, Audit and Community Services Committee recommends to council that it adopts the Policy Manual March 2022.
3. That the Governance, Audit and Community Services Committee recommends to council that it adopts the Annual Compliance Audit Return for the year 1 January 2021 to 31 December 2021 and forward the signed completed Compliance Audit Return to the Executive Director of the Department of Local Government by the due date being 31 March 2022.
4. That the Governance, Audit and Community Services Committee accept the Significant Adverse Trend 2021 Audit report and take the necessary actions outlined within the report.

Carried 6/0

[GOVERNANCE, AUDIT AND COMMUNITY SERVICES](#)

10.2.06 – Appointment of Authorised Officers

Submission To:	Ordinary Council
Location/Address:	Whole Shire
Name of Applicant:	Mark Hook, Chief Executive Officer
File Reference:	LE.LL.1817
Author:	Erika Clement, Deputy Chief Executive Officer
Disclosure of any Interest:	Nil
Date of Report:	23 March 2022

Enclosure/Attachments: Nil

Summary:

Council is being requested to appoint authorised officers under various acts and regulations to allow officers to exercise powers under these acts or regulations.

Background:

Under various acts and regulations, Council must appoint authorised officers to act on behalf of Council under these acts and regulations.

Comments:

The last list of authorised officer for the Shire of Wickepin is:

Resolution No 170221-12

Moved Cr Allan / Seconded Cr Lansdell

1. That the Shire of Wickepin makes the following appointments:

Erika Clement, Dianne Barry, Careese Ranieri, Melissa Martin, Lara Marchei, Gillian Spargo, Jenna Lansdell, Michelle Miller and Stefanie Green, to be appointed as Authorised Officers to exercise powers pursuant to the following legislations;

Authorised officer under the Cat Act 2011;

Dog Registration Officer's under the Dog Act 1976 (as amended);

Mark Hook, Gary Rasmussen and Peter Bransby to be appointed as Authorised Officers to exercise powers pursuant to the following legislations;

Local Government Act 1995 (as amended)

Local Government Act (Miscellaneous Provisions Act 1960)

Bush Fires Act 1954 (as amended)

Dog Act 1976 (as amended)

Litter Act 1979 (as amended)

Cat Act 2011

Guy Maley and Noel White (Shire of Narrogin Rangers) to be appointed as Authorised Officers to exercise powers pursuant to the following legislations;

Bush Fires Act 1954 (as amended)

Dog Act 1976 (as amended)

Litter Act 1979 (as amended)
Cat Act 2011

2. That all previous appointments be cancelled.

Carried 6/0

To ensure Council complies with the Legislation and Regulations, Council needs to adopt the following persons as authorised officers to allow for the officers to legally carry out their role;

1. *That the Shire of Wickepin makes the following appointments:*

Erika Clement, Melissa Martin, Lara Marchei, Eleanor Stanyer, Katelyn Beard, Jenna Lansdell, Michelle Miller, Lynda Gaull and Stefanie Green, *to be appointed as Authorised Officers to exercise powers pursuant to the following legislations;*

Authorised officer under the Cat Act 2011;

Dog Registration Officer's under the Dog Act 1976 (as amended);

Mark Hook, Gary Rasmussen and Peter Bransby *to be appointed as Authorised Officers to exercise powers pursuant to the following legislations;*

Local Government Act 1995 (as amended)

Local Government Act (Miscellaneous Provisions Act 1960)

Bush Fires Act 1954 (as amended)

Dog Act 1976 (as amended)

Litter Act 1979 (as amended)

Cat Act 2011

Guy Maley and Noel White *(Shire of Narrogin Rangers) to be appointed as Authorised Officers to exercise powers pursuant to the following legislations;*

Bush Fires Act 1954 (as amended)

Dog Act 1976 (as amended)

Litter Act 1979 (as amended)

Cat Act 2011

2. *That all previous appointments be cancelled.*

Statutory Environment:

Authorised Person under the Local Government Act 1995 as Amended.

Authorised Person under the Local Government (Miscellaneous Provisions) Act 1960.

Authorised Person under the Litter Act 197926. *Authorised officers, appointment and jurisdiction of etc.*

- (1) *For the purposes of this Act an authorised officer is —*
- (a) *any member of the Police Force;*
 - (b) *any person appointed as such pursuant to subsection (2) within the area of jurisdiction entrusted to him by the appointment;*
 - (c) *within the district of a local government, any person who is —*
 - (i) *a member of the council of the local government; or*
 - (ii) *an employee of the local government; or*
 - (iii) *an honorary inspector appointed by the local government under section 27AA.*

Authorised Person under the Bush Fires Act 195414B. *Powers of authorised persons during authorised periods*

- (1) *In this section — authorised person means a bush fire liaison officer or another person who is given an authorisation and includes a person acting under an authorised person's orders and directions under section 13(6);*

Authorised person under the Cat Act 2011*Division 3 — Authorised persons**Subdivision 1 — Appointment of authorised persons*48. *Authorised persons*

- (1) *A local government may, in writing, appoint persons or classes of persons to be authorised for the purposes of performing particular functions under this Act.*
- (2) *A person who is not an employee of a local government cannot be appointed to be an authorised person for the purposes of section 62.*
- (3) *An authorisation under this section may be made on such conditions as the local government determines, in writing given to the authorised person.*
- (4) *The local government may, in writing given to the authorised person, at any time, cancel an authorisation under this section or add, vary or cancel a condition of an authorisation.*
- (5) *The local government is to issue to each authorised person appointed under subsection (1) a certificate stating that the person is an authorised person for the purposes of this Act.*
- (6) *An authorised person appointed under subsection (1) must —*
 - (a) *carry the certificate at all times when exercising powers or performing functions as an authorised person; and*

(b) produce for inspection the certificate at the reasonable request of any person; and

(c) if he or she ceases to be an authorised person, return the certificate to the local government as soon as is practicable.

Penalty: a fine of \$5 000.

Dog Act 1976

3. Interpretation

(1) In this Act, unless the context otherwise requires —

authorised person means a person who is appointed by a local government, to exercise powers on behalf of the local government, under section 29(1);

registration officer means a person authorised by the local government to effect the registration of dogs pursuant to this Act;

(3) A person who is authorised by a local government to exercise any power under this Act shall be furnished with a certificate in the prescribed form evidencing his appointment, and shall produce that certificate on being required so to do by a person in respect of whom he exercises, has exercised, or is about to exercise any such power.

Policy Implications: Nil

Financial Implications: Nil

Strategic Implications: Nil

Recommendations:

1. That the Shire of Wickepin makes the following appointments:

Erika Clement, Melissa Martin, Lara Marchei, Eleanor Stanyer, Katelyn Beard, Jenna Lansdell, Michelle Miller Lynda Gaull and Stefanie Green, to be appointed as Authorised Officers to exercise powers pursuant to the following legislations;
Authorised officer under the Cat Act 2011;
Dog Registration Officer's under the Dog Act 1976 (as amended);

Mark Hook, Gary Rasmussen and Peter Bransby to be appointed as Authorised Officers to exercise powers pursuant to the following legislations;
Local Government Act 1995 (as amended)
Local Government Act (Miscellaneous Provisions Act 1960)
Bush Fires Act 1954 (as amended)
Dog Act 1976 (as amended)
Litter Act 1979 (as amended)
Cat Act 2011

Guy Maley and Noel White (Shire of Narrogin Rangers) to be appointed as Authorised Officers to exercise powers pursuant to the following legislations;

Bush Fires Act 1954 (as amended)
Dog Act 1976 (as amended)
Litter Act 1979 (as amended)
Cat Act 2011

That all previous appointments be cancelled.

Voting Requirements: Simple majority

Resolution No 200422-13

Moved Cr Thompson /Seconded Cr Miller

1. That the Shire of Wickepin makes the following appointments:

Erika Clement, Melissa Martin, Lara Marchei, Eleanor Stanyer, Katelyn Beard, Jenna Lansdell, Michelle Miller, Lynda Gaull and Stefanie Green, to be appointed as Authorised Officers to exercise powers pursuant to the following legislations;

Authorised officer under the Cat Act 2011;

Dog Registration Officer's under the Dog Act 1976 (as amended);

Mark Hook, Gary Rasmussen and Peter Bransby to be appointed as Authorised Officers to exercise powers pursuant to the following legislations;

Local Government Act 1995 (as amended)

Local Government Act (Miscellaneous Provisions Act 1960)

Bush Fires Act 1954 (as amended)

Dog Act 1976 (as amended)

Litter Act 1979 (as amended)

Cat Act 2011

Guy Maley and Noel White (Shire of Narrogin Rangers) to be appointed as Authorised Officers to exercise powers pursuant to the following legislations;

Bush Fires Act 1954 (as amended)

Dog Act 1976 (as amended)

Litter Act 1979 (as amended)

Cat Act 2011

That all previous appointments be cancelled.

Carried 6/0

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:	April 2022

In response to the recent catastrophic fire events in the Shackleton-Bruce Rock-Corrigin area and the Narrogin East-Wickepin area, the Department of Fire and Emergency Services has established the District Recovery Coordination Group, chaired by Rob Cossart who is the CEO of the Wheatbelt Development Commission.

The DRCG will:

- Provide a forum for affected Local Government Authorities and State Government agencies to come together to share and learn from each other's approaches to, and challenges in, the fire recovery.
- Link local communities and State Government agencies and/or recovery partners where necessary to assist impacted communities.
- Facilitate cross Government discussions to ensure the timely resolution of recovery actions.
- Identify and leverage further assistance where required to assist in the recovery process.
- Develop an understanding of emerging issues, key challenges and provide situational awareness and reporting to the State Recovery Coordinator.

The DRCG will complement existing Local and State Government recovery responsibilities.

The first meeting, via TEAMS, was held on 7th April, 2022.

I also attended, via TEAMS, the Central Country Zone Executive Committee meeting on April 12th.

This year's Easter break provided the opportunity for a few days away for those who have not cranked up the tractor and seeder for the winter sowing programmes.

Upcoming meetings include the joint Wickepin-Cuballing LEMC meeting on Thursday 21st April, and the WALGA Central Country Zone meeting to be held at the Wickepin Community Centre on Friday 22nd April.

Thank our local Volunteer Fire Control Officers and Brigades and our local Volunteer Ambulance Officers for the work they have done over the past season. They have been on hand at the drop of a hat to ensure that unforeseen events have been dealt with and safe outcomes have eventuated, and as we are now in Open Burning Season, and I would request that everyone remain diligent and take extra care in "burning off", as fires can, and will, Get Away – Thank You to All Concerned.

A reminder of the Wickepin Shire ANZAC day service, to be held at 9.30 on Monday April 25th, at the Wickepin War Memorial.



Wickepin Bush Fire Brigade at Hay Truck Fire on Williams-Kondinin Road, 10km west of Wickepin

Recommendations:

That council note the President's report dated April 2022.

Voting Requirements:

Simple majority

Resolution No 200422-14

Moved Cr Mearns /Seconded Cr Thompson

That council note the President's report dated April 2022.

Carried 6/0

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:	11 April 2022

2022 WA Local Government Convention & AGM

The 2022 WA Local Government Convention and AGM will be held at Crown Perth on Monday, 3 to Tuesday, 4 October 2022 with the Opening Welcome Reception being held on the evening of Sunday, 2 October. Information regarding venue and accommodation will be available in the coming weeks on the WALGA website.

Independent Living Units

The following Purchase Orders have been issued for works at the Johnston Park Independent Living Units.

1. Red Fencing – Supply and install fencing and retaining wall
2. Midland Brick - Brik Makers – Additional 2376 bricks
3. Deans Carpentry - Complete installation of the trusses, posts, beams, battens, barges, valleys and eaves lining, complete last 2 units install of the sislation, replacement of brace boards, and installation of windows.
4. Graeme Woodger – Lay bricks
5. Kosters Steel Construction – Supply Tbars and tie down rods

Leases

McLeods have sent the following leases through to the CEO and these will be sent to the clubs for signing.

1. Wickepin Arts and Crafts centre
2. Toolibin Tennis Club
3. Lake Yealering Golf Club
4. Yealering Tennis Club
5. Lake Yealering Bowling Club
6. Yealering Tennis Club
7. Wickepin District Sports Club
8. Harrismith Golf Club

The Licence we are entering into with the State in respect of the Harrismith Cricket Club will be forwarded once it has been received by McLeods from the Department of Lands.

MEETINGS ATTENDED

<u>March 2022</u>	
18 th	WSRRG WSNF meeting
22 nd	BFCO AGM
25 th	John Phillips
28 th	WDSC
29 th	Joint Narrogin East Fire Recovery meeting
31 st	Special Meeting of Council
<u>April 2022</u>	
1 st	Lane Buck and Higgins
7 th	District Recovery Meeting Narrogin East Fire

Delegations to be inserted –

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			
A4	Road Side Advertising	CEO			
A5	Application for Planning Consent	CEO			
A6	Appointment and Termination of Staff	CEO	Michael Dowell	12/04/2022	CEO
A7	Rates Recovery – Instalment Payments	CEO			
A8	Issue of Orders	CEO			
A9	Legal Advice	CEO			
A10	Permits to Use Explosives	CEO			
A11	Street Stalls	CEO			
A12	Liquor Consumption on Shire Owned Property	CEO	Pockran – Yealering Hall Wickepin Football Club – WCC	17/03/2022 24/03/2022	CEO
A13	Hire of Community Halls /	CEO	Pockran – Yealering Hall Wickepin Football Club – WCC Rural Edge Aust Inc – WCC	17/03/2022 24/03/2022 29/03/2022	CEO

	Community Centre		B.Hoskin – WCC Campfire Country – Yealering Hall	11/04/2022 11/04/2022	
A14	The Food Act 2008 and the Food Regulations 2009	CEO			
A15	The Public Health Act 2016	CEO			
A16	Sponsorship, contributions and donations to sporting and community groups				

Recommendations:

That Council note the Chief Executive Officer's report dated 11 April 2022.

Voting Requirements:

Simple majority

Resolution No 200422-15

Moved Cr Mearns /Seconded Cr Thompson

That Council note the Chief Executive Officer's report dated 11 April 2022.

Carried 6/0

13. Notice of Motions for the Following Meeting

14. Reports and Information

15. Urgent Business

16. Closure

There being no further business the Presiding Officer declared the meeting closed at 4.47pm.