

# Minutes

ORDINARY MEETING OF COUNCIL  
17 FEBRUARY 2016  
COUNCIL CHAMBERS  
WICKEPIN



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**Agenda of an Ordinary Meeting of Council held in Council Chambers, Wickepin  
Wednesday 17 February 2016**

The President declared the meeting open at 3.33pm.

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

President	Cr JA Russell
Deputy President	Cr WA Astbury
Councillor	Cr SJ Martin
Councillor	Cr RE Easton
Councillor	Cr GCL Hinkley
Councillor	Cr AG Lansdell
Councillor	Cr Fran Allan
Councillor	Cr MG Lang
Chief Executive Officer	Mr MJ Hook
Finance Manager	Mrs NA Manton
Executive Support Officer	Ms LG Pearson (Minute Taker)
Butler Settineri	Mr Marius van der Merwe

**Leave of Absence (Previously Approved)**

**Apologies**

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Urgent Business

## Urgent Business – Cr Gerri Hinkley – Phone Link-Up Meeting Attendance

<b>Submission To:</b>	Ordinary Council
<b>Location / Address:</b>	Whole Shire
<b>Name of Applicant:</b>	Mark J Hook, Chief Executive Officer
<b>File Reference:</b>	GO.CME.1323
<b>Author:</b>	Mark J Hook, Chief Executive Officer
<b>Disclosure of any Interest:</b>	Nil
<b>Date of Report:</b>	17 February 2016

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**Enclosure / Attachment:** Nil

### Background:

Council has received a request from Cr Gerri Hinkley to attend the 17 February 2016 Council meeting via telephone link-up from 24 Loftus Street, Nedlands Perth WA. Council resolution by Absolute Majority is required under Section 5.25(ba) of the *Local Government Act 1995* to attend meetings of Council by telephone link-up.

### Comment:

Council staff attempt to have the Agendas prepared at least a week prior to the Council Meeting. In completing this there will be business of an urgent nature that will arise from time to time.

**Statutory Environment:** *Local Government Act 1995*  
*Shire of Wickepin Standing Orders*

## 5.5 Urgent Business

- 5.5.1** A Councillor may move a motion or ask a question involving urgent business that is not included in the notice paper for that meeting provided that the Presiding Member agrees to the business being raised and the Presiding Member considers that either;
- (a) the urgency of the business is such that the business cannot wait inclusion in the notice paper for the next meeting of the Council or committee; or
  - (b) the delay in referring the business to the next meeting of the Council or committee could have adverse legal or financial implications for the council;
- 5.5.2** Any councillor may move without notice a procedural motion of dissent in respect of the Presiding Members ruling that the business is not worthy of inclusion as urgent business. If the motion of dissent is agreed to at the meeting by the majority of councillors present, the business must then be included as a matter of urgent business.

**Policy Implications:** Nil

**Financial Implications:** Nil

**Strategic Implications:** Nil

### Summary:

Council is being requested to receive a late item to allow Cr Hinkley to attend the 17 February 2016 Ordinary meeting of Council via telephone link-up.

**Recommendation:**

That the presiding Member accepts the late Agenda Item to allow Cr Hinkley to attend the 17 February 2016 Ordinary meeting of Council via telephone link-up from 24 Loftus Street, Nedlands Perth WA.

**Voting Requirements:** Absolute Majority

**Resolution No 170216-01****Moved Cr Martin / Seconded Cr Lansdell**

That the presiding Member accepts the late Agenda Item to allow Cr Hinkley to attend the 17 February 2016 Ordinary meeting of Council via telephone link-up from 24 Loftus Street, Nedlands Perth WA.

**Carried 7/0**

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Late Item

## Cr Gerri Hinkley – Phone Link-Up Meeting Attendance

<b>Submission To:</b>	Ordinary Council
<b>Location / Address:</b>	Whole Shire
<b>Name of Applicant:</b>	Mark J Hook, Chief Executive Officer
<b>File Reference:</b>	GO.CME.1323
<b>Author:</b>	Mark J Hook, Chief Executive Officer
<b>Disclosure of any Interest:</b>	Nil
<b>Date of Report:</b>	17 February 2016

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**Enclosure / Attachment:** Nil

### Background:

Council has received a request from Cr Gerri Hinkley to attend the 17 February 2016 Council meeting via telephone link-up from 24 Loftus Street, Nedlands Perth WA.

### Comment:

Under Section 5.25(ba) of the *Local Government Act 1995* Councillors may attend any meeting of Council via telephone or other conferencing facilities as long as it is a resolution of Council passed by absolute majority allowing them to do so.

For the purposes of Administration Regulation 14A, a person who is not physically present at a council or committee meeting is to be taken to be 'present' (remote participation) if:

- the person is simultaneously in audio contact with each person present at the meeting by telephone or other instantaneous communication means
- the person is in a suitable place (approved by an absolute majority decision of council), and
- the council has approved (by absolute majority decision) the arrangement.

Council cannot grant its approval for remote participation (non-physical attendance) if it means that at more than half of the meetings of the council or the committee in that financial year, the person would be participating 'remotely.'

For a person to have approval for remote participation (non-physical attendance) at a council or a committee meeting, council has to approve (by an absolute majority decision) the suitable place for the person to be physically present during the course of the meeting.

Approval for remote participation at a council or committee meeting can only be given if the elected member is in a suitable place. Council must approve the suitable place by an absolute majority decision and that suitable place must meet the requirements of Administration Regulation 14A(4), and is a place located:

- in a townsite (as defined under section 3(1) of the *Land Administration Act 1997*) or other residential area, and
- 150km or further from the place at which the meeting is to be held, in accordance with the notice calling the meeting.

It is not possible to use *Regulation 14A* to allow an elected member who is outside the State of Western Australia to participate in a meeting.

This is because a 'suitable place' is defined under the *Land Administration Act 1997* which only applies to the State of Western Australia. The department's view is that the definition, 'or other residential area', would have to be interpreted as being limited to a place of the same kind as a 'townsite'.

*Administration Regulation 14B(1)* provides for a council member to be recorded in the minutes of a council meeting as being 'present' if they are prevented from physically attending a council meeting by fire, flood, storm, lightning or other natural disaster as long as they participate by remote attendance. In this instance, this regulation does not depend on the requirement of there being 'a suitable place'.

The member must be continuously and simultaneously in audio contact with each person present at the meeting by telephone or other instantaneous communication means and the member must have the authorisation to be present from the mayor or president, or from the council (simple majority decision).

Cr Hinkley has nominated 24 Loftus Street, Nedlands Perth WA as her nominated place of attendance for the Council meeting. As this is within a Townsite, it complies with *Administration Regulation 14B(1)* and Cr Hinkley needs to be permitted by absolute majority of Council to attend by telephone link-up.

**Statutory Environment:**            *Section 5.25(ba) of the Local Government Act 1995*  
*Administration Regulation 14B(1)*

**Financial Implications:**        Nil

**Policy Implications:**            Nil

**Strategic Implications:**        Nil

**Summary:**

Council is being requested to allow Cr Hinkley to attend the 17 February 2016 Ordinary meeting of Council via telephone link-up.

**Recommendation:**

That Council allow Cr Hinkley to attend the 17 February 2016 Ordinary meeting of Council via telephone link-up from 24 Loftus Street, Nedlands Perth WA.

**Voting Requirements:**            Absolute majority

**Resolution No 170216-02**

**Moved Cr Martin / Seconded Cr Astbury**

That Council allow Cr Hinkley to attend the 17 February 2016 Ordinary meeting of Council via telephone link-up from 24 Loftus Street, Nedlands Perth WA.

**Carried 7/0**

## 2. Public Question Time

President Julie Russell welcomed Marius van der Merwe from Butler Settineri to public question time.

Marius van der Merwe gave an update to the Councillors in relation to the 2014/2015 Annual Audit Report (Agenda Item 10.2.08) undertaken by Butler Settineri and answered any questions the Councillors had regarding the Audit Report.

President Julie Russell thanked Marius van der Merwe for his attendance.

*4.11pm – Marius van der Merwe departed the meeting.*

*4.11pm – Natalie Manton departed the meeting.*

## 3. Applications for Leave of Absence/Apologies

## 4. Petitions, Memorials and Deputations

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

Item	Item Title	Councillor/Officer	Interest	Reason
10.2.07	Tender 5 - 2015/2016 Supply & Installation of Synthetic Bowling Green Lake Yealering Bowling Club	Cr Allan	Financial	Treasurer of the Lake Yealering Bowling Club.
10.2.04	City of Subiaco - City of Perth Bill 2015	Cr Martin	Proximity	Liberal Candidate and Member of Liberal Party.

## 6. Confirmation of Minutes – Ordinary Meeting of Council – 16 December 2015

### Resolution No 170216-03

#### Moved Cr Lang / Seconded Cr Astbury

That the minutes of the Ordinary Council meeting held on Wednesday 16 December 2015 be confirmed as a true and correct record.

**Carried 8/0**

## 7. Receival of Minutes



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Receival of Minutes

## 7.1 Australia Day Committee Meeting

<b>Submission To:</b>	Ordinary Council
<b>Location / Address:</b>	Whole Shire
<b>Name of Applicant:</b>	Leah Pearson, Executive Support Officer
<b>File Reference:</b>	211
<b>Author:</b>	Leah Pearson, Executive Support Officer
<b>Disclosure of any Interest:</b>	Nil
<b>Date of Report:</b>	21 December 2015

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### Enclosure / Attachment:

Minutes of the Australia Day Committee Meeting held on Wednesday 16 December 2015.

### Background:

The Australia Day Committee Meeting was held on Wednesday 16 December 2015.

### Comment:

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.

### Statutory Environment:

Section 5.22 of the Local Government Act 1995

**Policy Implications:** Not applicable.

**Financial Implications:** Not applicable.

**Strategic Implications:** Not applicable.

### Recommendation:

That the minutes of the Australia Day Committee Meeting held on Wednesday 16 December 2015 be received.

**Voting Requirements:** Simple majority.

## Resolution No 170216-04

### Moved Cr Allan / Seconded Cr Easton

That the minutes of the Australia Day Committee Meeting held on Wednesday 16 December 2015 be received.

Carried 8/0

## 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/Action	Officer/ File	Progress	Status	Comment
613-160915-05	Technical Services Committee Meeting Recommendations	CEO	That Council turn the Gillmanning school site into a parking bay and place parking bay signs on the Pingelly Wickepin Road.	○	Letter sent 17/09/2015.  MWS to complete project.
626-211015-30	Wheatbelt South Aged Housing Alliance	CEO	That Council: 1. supports a regional approach to construct dedicated aged persons independent living units; 2. agrees to enter into a Memorandum of Understanding to establish the Wheatbelt South Aged Housing Alliance; and 3. agrees to contribute \$3,500 as seed funding to the Alliance for development of a Business Plan to attract State and/or Federal funding to construct aged persons independent living unit in the various communities.	✓	Email sent to all member council CEO's.  MOU has been signed by all parties.
696-181115-06	WAERN Radios	CEO	That the Chief Executive Officer prepares and agenda item for the CCZ Agenda requesting the Department of Fire and Emergency Services to make funding available for additional WAERN radios through the ESL levy funding to individual Local Governments.	✓	Agenda Item prepared for CCZ 26/02/2016.
697-181115-07	Main Roads WA Roadside Refuse Collection	CEO	That the Chief Executive Officer presents an Agenda Item to the first WALGA CCZ Meeting in 2016 on this matter if the issue of the Main Roads WA roadside refuse has not been resolved satisfactorily.	✓	Matter has been dealt with by Jim Chown and Terry Waldron.
705-161215-04	Great Southern Regional Waste Group - Regional Refuse Site on Nebrikinning Road Cuballing	CEO	1 That Council endorses the recommendation from the Great Southern Regional Waste Group meeting held on Thursday 3rd December 2015. 2 That Council advises the Great Southern Regional Waste Group, that Council – Does not want to proceed with the development of the proposed Regional Waste Disposal Site at Nebrikinning Road because of the expected high cost and uncertain outcome of meeting the EPA's determined Level of Assessment for this site and request the Great Southern Regional Waste Group to formally withdraw the Development Application with the Cuballing Shire; and that the Great Southern Regional Waste Group Advises the landowners, Peter and Heather Dowdell that the Group will not be proceeding with the development of the proposed Regional Waste Disposal Site at Nebrikinning Road and therefore will be withdrawing the development	✓	Email sent 22/12/2015.

Item	Subject/Action	Officer/ File	Progress	Status	Comment
			<p>application with the Cuballing Shire and from any action to purchase part of their property; Gratefully thanks Peter and Heather Dowdell for their patience and perseverance in their dealings with the GSRWG in this process; Advises the EPA, other interested authorities and stakeholders that the Development Application is to be withdrawn and the Group will not be proceeding with the development of the proposed Regional Waste Disposal Site at Nebrikinning Road; That the Great Southern Regional Waste Group Proceeds with investigations into alternative short and long term regional options to improve waste management within this region.</p>		
706-161215-09	Australia Day Awards 2015	CEO	<p>That Council award the Australia Day 2015 awards to: <i>Citizen of the Year –</i> <i>Senior Citizen of the Year -</i> <i>Community Group of the Year -</i></p>	✓	No further action. Awards presented at Australia Day Breakfast.
707-	Use of Wickepin Recycling Shed Lot 208 Richter Street	CEO	<ol style="list-style-type: none"> <li>1. That Council agrees to lease the Wickepin Recycling Shed area to the Wickepin Community Resource Centre at no rental, subject to all the provisions of the <i>Local Government Act 1995</i> being met.</li> <li>2. That the Chief Executive prepares a lease agreement between the Shire of Wickepin and the Wickepin Community Resource Centre for the Wickepin Recycling Centre.</li> <li>3. That a local public notice of the proposed disposition describing the property concerned, along with the details of the proposed disposition inviting submissions no less than 2 weeks after the notice is first given be placed in the Local newspaper being the Narrogin Observer and the Watershed News.</li> </ol>	✓	Letter sent 23/12/2015.
708-161215-11	Long Term Financial Plan 2015/2025	CEO	That the Long Term Financial Plan as presented for the period 2015 to 2025 lay on the table for the CEO to review.	✓	LTFP presented to 17/02/2016 Council meeting.
709-161215-12	Exemption to Keep More Than 2 Dogs at 9 Moss Parade Wickepin	CEO	<p>That Council approves an exemption to keep three dogs at 9 Moss Parade Wickepin WA 6370 subject to the following conditions:</p> <ol style="list-style-type: none"> <li>1. it applies only to the following dogs <ul style="list-style-type: none"> <li>• Jemma Chinese Maltese X Registration Number Wickepin 0014 Expires 31/10/2016</li> <li>• Sheba Chinese Crested Maltese X Registration Number Wickepin 0025 Expires 31/10/2016</li> <li>• Sally Jack Russell. Registration Number Pingelly 18084 Expires 31/10/2018</li> </ul> </li> <li>2. the dogs are not to cause a nuisance to occupiers of adjoining properties;</li> </ol>	✓	Letter sent 23/12/2015.

Item	Subject/Action	Officer/ File	Progress	Status	Comment
710-161215-13	Shire of Wickepin Corporate Business Plan 2015 – 2020	CEO	That the Shire of Wickepin Adopt the Shire of Wickepin Corporate Business Plan 2015 – 2020 as attached.	✓	Placed on webpage 23/12/2015.
711-161215-14	Town of Narrogin CATS Vehicle Donation	CEO	That Council places an amount of \$500 in the 2016/2017 budget estimates for the provision of an annual contribution towards the Town of Narrogin Community Assisted Transport Service Vehicle.	✓	Letter sent 23/12/2015.

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

4.18pm – MWS Peter Vlahov entered the chambers.

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Infrastructure and Engineering Services

### 10.1.01 – Manager Works and Services Report

<b>Submission To:</b>	Ordinary Council
<b>Location / Address:</b>	Whole Shire
<b>Name of Applicant:</b>	Peter Vlahov, Manager Works & Services
<b>File Reference:</b>	2610
<b>Author:</b>	Peter Vlahov, Manager Works & Services
<b>Disclosure of any Interest:</b>	Nil
<b>Date of Report:</b>	10 February 2016

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**Enclosure / Attachment:** Traffic Counter Statistics

**Background:** Monthly report submitted from Manager of Works & Services, Mr Peter Vlahov.

**Comment:**

#### Programmed Construction Works

- The reconstruction of 1.5km of Lomos Road is in progress. The base has been cement stabilised and gravel for the next layer is currently being carted. Bitumen sealing has been programmed for early March.
- Guard rails will be installed on the bridge located on Eighty Six Gate Road during early March.
- Asphalt paths have been extended along the Wickepin Walk Trail. (see CDO report)
- The concrete floor for the new gazebo at Johnston Park has been completed.
- All programmed reseals have been completed and line marking has been ordered.
- Councils works program is currently running on schedule.

#### Plant Replacement

- Councils new six wheel tip truck should be delivered during the first week of March.
- The new twin cab light truck was delivered to the Shire depot in late December.

#### Maintenance Works

- The works team has conducted road repairs to various roads following heavy rains during January.
- Cemetery upgrade.
- Old Railway Station restoration
- Facey building drainage issues.
- Yealering various maintenance.
- Yealering Town Hall ceiling repairs.
- Ongoing general maintenance.
- Address flooding issues in the Johnston Park area.
- Ongoing road grading.
- Various dog control issues.
- Waste management issues have been highlighted. These include the dumping of large amounts of waste into the trench by unknown contractors (possibly from outside the Wickepin Shire). This has caused the trench to fill at a faster rate than anticipated which could lead to pressure on the refuse maintenance budget.

Please see ongoing list attached

## **Occupational Health and Safety**

- A fire extinguisher course has been organised for March.

## **Workshop**

- General ongoing servicing and minor repairs.

## **Parks and Gardens**

- Completion of the gardens located at the Shire Administration Offices.
- General mowing, pruning and slashing.
- Caltrop control spraying. Major outbreaks following the January rains.
- Oval mowing and maintenance.
- Street tree planting.
- Tree stump removal.
- Watering.

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

**Policy Implications:** Not applicable.

**Financial Implications:** Not applicable.

**Strategic Implications:** Not applicable.

**Summary:** Not applicable.

**Recommendation:**

That council notes the report from the Manager of Works and Services dated 10 February 2016.

**Voting Requirements:** Simple majority

### **Resolution No 170216-05**

#### **Moved Cr Allan / Seconded Cr Easton**

That council notes the report from the Manager of Works and Services dated 10 February 2016.

**Carried 8/0**

4.37pm – MWS Peter Vlahov departed the chambers.

### MWS Action Request Register 2016

Date	Action	Progress	Notes
04/01/2016	Action Request - 0876 - 13B Collins St Air Conditioner Leaking Water Amanda Heaney	No further action	
06/01/2016	Action Request - Glass Shelf in Ladies Toilet of Administration Building Requires Repair	No further action	
12/01/2016	Action Request - Wogolin South Rd Standpipe Wogolin South Rd - Operating Incorrectly - Took Long Time to Work Last Week Swiped Card Green Light Didn't Come On	No further action	
13/01/2016	Action Request 0879 Unit 4 Cottage Homes - Amy Read Towel rail broken - replace with thicker sturdier rail	No further action	
19/01/2016	Action Request - 0880 - Yarling Brook Road Washed Out - Put out warning signs & repair damage Near Malyalling School Site across whole Rd - Lots debris - potentially damage smaller cars	No further action	
19/01/2016	Action Request - Trees down on Robinson Rd - mostly sheoaks None completely blocking the road.	No further action	
19/01/2016	Action Request - 0828 - Wicpepin Walk Trail - second bridge wooden slats are broken	No further action	
21/01/2016	Action Request - 0882 - Ten Mile Road Washed Out From Gully - Entrances Blocked Sand.	No further action	
21/01/2016	Action Request - 0829 - Food in Fridge - Freezer in Wicpepin Community Centre kitchen needs disposing of.	No further action	
22/01/2016	Action Request 0831 - Harrismith Public Toilets - Blocked Men's Out of order sign up - people still using.	No further action	
27/01/2016	Action Request - 0830 - Kitchen light cover needs replacing Unit 4 Cottage Homes.	No further action	
28/01/2016	Action Request - 0832 - Facey Group Tree down in Car Park	No further action	
29/01/2016	Action Request - 0883 - Wicpepin Walk Trail - Road to Rubbish Tip Suspected asbestos on walk trail Pingelly Rd end from Arts & Crafts area on Bottles smashed on Wicpepin Rubbish Tip Entry Road	Outstanding	
29/01/2016	Action Request - 0833 - Loose Bricks steps to Unit 3 Yarling Court	No further action	
03/02/2016	Action Request - 0884 - Unit 1 Yarling Court Scorpions white tail spiders snakes etc have been getting into house - skirting board kitchen Antenna going funny - mice ceiling roof cavity Shower tile still needs addressing	Outstanding	

## 10.2.01 – Financial Report

<b>Submission To:</b>	Ordinary Council
<b>Location / Address:</b>	Whole Shire
<b>Name of Applicant:</b>	Natalie Manton - Finance Manager
<b>File Reference:</b>	1212
<b>Author:</b>	Natalie Manton – Finance Manager
<b>Disclosure of any Interest:</b>	Nil
<b>Date of Report:</b>	9 February 2016

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**Enclosure / Attachment:** Listed below & attached (monthly report).

**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/triannual financial reports.

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

**Comment:** 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.
  
- (5) 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:** Not applicable

**Financial Implications:** Not applicable

**Strategic Implications:** Not applicable

**Recommendation:** That the financial statements tabled for the period ending 31 January 2016 as presented be received.

**Voting Requirements:** Simple majority

### **Resolution No 170216-06**

**Moved Cr Lansdell / Seconded Cr Allan**

That the financial statements tabled for the period ending 31 January 2016 as presented be received.

**Carried 8/0**

## Bank Balances

As at 31/01/2016

	<b>Bank Statement</b>
Municipal Fund	148,204.76
Municipal ANZ Term Deposit	506,955.49
Municipal ANZ Term Deposit	300,000.00
Municipal OCDF	795,535.85
Petty Cash	700.00
Reserves	1,073,211.19
<b>Total</b>	<b>\$2,824,607.29</b>
Trust Fund	\$66,121.04
Transport Account	309.70

## Debtors

**Rates as at 31/01/2016**

Account 7461	Rates	58,048.36
Account 6051	Sewerage	5,502.67
Account 7451	Excess Receipts	-3,921.02
Account 1092	ESL	1,762.15
Account 7481	Domestic Rubbish	1,624.90
Account 7491	Commercial Rubbish	570.08
Account 7201	Refuse Site Levy	643.47
Account 1052	ESL Penalty	175.62
<b>Total</b>		<b>\$64,406.23</b>

**Sundry Debtors as at 31/01/2016**

Current	119,909.63
1 Month	0.00
2 Months	135.00
3 Months	7.29
	0.00
<b>Total</b>	<b>\$120,051.92</b>

4.38pm – Finance Officer Natalie Manton entered the Chambers.

Governance, Audit and Community Services

## 10.2.02 – List of Accounts

<b>Submission To:</b>	Ordinary Council
<b>Location / Address:</b>	Whole Shire
<b>Name of Applicant:</b>	Natalie Manton - Finance Manager
<b>File Reference:</b>	1201
<b>Author:</b>	Natalie Manton - Finance Manager
<b>Disclosure of any Interest:</b>	Nil
<b>Date of Report:</b>	9 February 2016

**Enclosure / Attachment:** List of Accounts

**Background:** List of Accounts remitted during the period from 1 December 2015 to 31 January 2016

	<u>Vouchers</u>	<u>Amounts</u>
<b>Municipal Account</b>		
Cheques	15257 - 15281	\$70,350.66
EFT	5992 - 6113	276,235.88
Payroll	December	91,885.92
	January	79,770.17
Superannuation	December	10,269.83
	January	8,789.84
Credit Card	Dec	333.42
	January	468.31
<b>Trust</b>		
Cheques	1265-1266	827.75
EFT	5991	113.30
	<b>TOTAL</b>	<b><u>\$539,045.08</u></b>

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

### **Certificate of Chief Executive Officer:**

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

**Comment:** 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 F3.7 - Cheque Issue

**Strategic Implications:** Not applicable

**Recommendation:** That Council acknowledges that payments totaling **\$539,045.08** 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 170216-07**

**Moved Cr Lansdell / Seconded Cr Allan**

That Council acknowledges that payments totaling **\$539,045.08** 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 8/0**

List of Accounts Due & Submitted to Committee December 2015

Chq/EFT	Date	Name	Description	Muni	Trust
1265	07/12/2015	BCITF	BUILDING/CONSTRUCTION TRAINING LEVY NOVEMBER 2015		\$ 47.75
EFT5991	07/12/2015	BUILDING COMMISSION, DEPARTMENT	BUILDING SERVICE LEVY COMMISSION NOVEMBER 2015		\$ 113.30
EFT5992	14/12/2015	AUSTRALIA POST	POSTAGE ACCOUNT NOVEMBER 15	\$	236.88
EFT5993	14/12/2015	YVONNE BOWEY CONSULTING	AUDIT QUERIES	\$	300.00
EFT5994	14/12/2015	BALLARDS OF NARROGIN	LAWN MIX 3 BUCKET WICKEPIN OVAL	\$	392.00
EFT5995	14/12/2015	CUTTING EDGES PTY LTD	12H GRADER PARTS- WEDGE AND BOLT	\$	181.90
EFT5996	14/12/2015	COUNTRY PAINT SUPPLIES	NATURAL STAIN- WICKEPIN STREET SEATING	\$	170.05
EFT5997	14/12/2015	YEALERING AGPARTS & REPAIRS	SERVICE ALTERNATOR MULTIPAC ROLLER, BELTS FOR HINO	\$	396.81
EFT5998	14/12/2015	CLAW ENVIRONMENTAL	WICKEPIN DRUMMUSTER COLLECTION 18/11/15	\$	2,415.33
EFT5999	14/12/2015	COURIER AUSTRALIA	FREIGHT- TRAFFIC SIGNS, LIBRARY, WATER TESTING	\$	768.69
EFT6000	14/12/2015	COVS PARTS PTY LTD	SAFETY GLASSES- WORKS CREW	\$	45.38
EFT6001	14/12/2015	KELLY COCHRANE	CLEANING YEALERING- HALL AND CARAVAN PARK	\$	337.50
EFT6002	14/12/2015	DEWS EXCAVATIONS	3 LOAD WHITE SAND DELIVERED FOR CONCRETE- USED 86	\$	726.00
EFT6003	14/12/2015	EWEN RURAL SUPPLIES	NOVEMBER ACCOUNT	\$	2,995.38
EFT6004	14/12/2015	PG & JD FORREST	VERTI-MOW WICKEPIN TOWN OVAL	\$	2,889.91
EFT6005	14/12/2015	GREAT SOUTHERN FUEL SUPPLIES	NOVEMBER FUEL ACCOUNT	\$	13,592.97
EFT6006	14/12/2015	GREENLINE	WK687 JOHN DEERE- SERVICE, CLEAN FUEL TANK, FILTER,	\$	1,525.47
EFT6007	14/12/2015	MCDUGALL WELDMENTS	STRAIGHTEN AND STRENGTHEN STEER LINKAGE- WK813 CAT	\$	137.78
EFT6008	14/12/2015	MCPEST PEST CONTROL	TERMITE INSPECTIONS TO ALL BUILDINGS/HOUSES,	\$	2,893.00
EFT6009	14/12/2015	MAGOOS GYROCK	REPAIR CEILING YEALERING HALL	\$	307.50
EFT6010	14/12/2015	KOMATSU AUSTRALIA PTY LTD	KOMATSU GRADER REPLACE WHEEL LEAN CYLINDER	\$	4,836.11
EFT6011	14/12/2015	NARROGIN HIRE SERVICE	RETICULATION PARTS, CONTROLLER FOR OVAL	\$	279.10
EFT6012	14/12/2015	GREAT SOUTHERN WASTE DISPOSAL	DOMESTIC AND COMMERCIAL REFUSE COLLECTION, 5 WEEKS	\$	6,714.30
EFT6013	14/12/2015	NARROGIN GLASS	SUPPLY AND FIT FLYSCREEN DOOR TO 13B COLLINS ST	\$	566.50
EFT6014	14/12/2015	NARROGIN RETRAVISION	REPLACE VACUUM HEAD- TELECENTRE	\$	29.00
EFT6015	14/12/2015	NARROGIN TOYOTA	PARTS FOR GARDENER WHIPPER SNIPPER	\$	39.09
EFT6016	14/12/2015	NARROGIN BOILERMAKERS	STAFF CLOTHING- P BRANSBY	\$	60.00
EFT6017	14/12/2015	PARRYS	STAFF UNIFORMS- P BRANSBY	\$	51.00
EFT6018	14/12/2015	PETER STRIBLING	COMMISSION YEALERING CARAVAN PARK NOVEMBER 15	\$	248.09
EFT6019	14/12/2015	RJ SMITH ENGINEERING	REPAIR/ ALTER TANK ON TIP TRUCK	\$	1,797.40
EFT6020	14/12/2015	ANTONY SMITH	CLEAN NETBALL COURT 10 NOV AND 30 NOV	\$	300.00
EFT6021	14/12/2015	TOWN OF NARROGIN	CONTRIBUTION FOR PREPARATION OF AGED HOUSING NEEDS	\$	3,666.66

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EFT6022	14/12/2015	NARROGIN COUNTRY FRESH MEAT	MEAT FOR SENIORS XMAS LUNCH- COOKED AND SLICED	\$	183.74
EFT6023	14/12/2015	WESTERN AUSTRALIAN TREASURY	Loan No. 100 Interest payment -	\$	2,123.39
EFT6024	14/12/2015	MECHANICAL & DIESEL SERVICES	SUPPLY AIR LINE HOSE, BRASS JOINERS FOR HINO 700 TRUCK	\$	35.20
EFT6025	21/12/2015	BURGESS RAWSON (WA) PTY LTD	WATER USAGE 12/10/15 TO 04/12/15 WICKEPIN PUBLIC	\$	667.35
EFT6026	21/12/2015	BEST OFFICE SYSTEMS	COPIER CHARGES TO 23/11/15, CONTRACT FOR MACHINES	\$	418.48
EFT6027	21/12/2015	COURIER AUSTRALIA	FREIGHT ON NEW SWIMMING POOL CLEANER	\$	23.49
EFT6028	21/12/2015	COVS PARTS PTY LTD	BELTS FOR WK 2473, AIR GUAGE FOR DEPOT, PLUG FOR	\$	241.80
EFT6029	21/12/2015	CHEDOONA ENVIRONS	VARIOUS POTTED NATIVE PLANTS- OFFICE GARDEN UPGRADE	\$	2,180.00
EFT6030	21/12/2015	AC & EJ FULFORD & CO	REMOVE TREE 86 GATE RD, WICKEPIN RUBBSIH TIP WORK	\$	2,178.00
EFT6031	21/12/2015	HANCOCKS HOME HARDWARE	KEYS CUT- COMMUNITY BUS	\$	12.00
EFT6032	21/12/2015	HARRIS ZUGLIAN ELECTRICS	REPLACE WEATHERPROOF FLURO LIGHTS AT SWIMMING POOL	\$	1,260.59
EFT6033	21/12/2015	NARROGIN HIRE SERVICE	VARIOUS RETICULATION PARTS- OFFICE GARDEN UPGRADE	\$	676.57
EFT6034	21/12/2015	NARROGIN QUARRY OPERATIONS	62 TONNE BLUE METAL DUST FOR WICKEPIN-PINGELLY RD	\$	972.05
EFT6035	21/12/2015	NARROGIN TOYOTA	SPARK PLUGS, PULL STAT ASSEMBLY HEDGE TRIMMER	\$	35.56
EFT6036	21/12/2015	DARAEKA PTY LTD T/AS MINETUFF	SOLAR LIGHT BOLLARDS X 9 FOR LIFESTYLE VILLAGE	\$	10,879.00
EFT6037	21/12/2015	WAGIN PLUMBING	INSTALL AND CONNECT NEW STORMWATER LINE AT FACEY	\$	4,268.00
EFT6038	21/12/2015	RSA WORKS	DATA PICKUP AND EVALUATION 86 GATE RD, MAIN ST.	\$	1,430.00
EFT6039	21/12/2015	SHENTON ENTERPRISES PTY LTD	ROBOTIC POOL CLEANER- DOLPHIN ONE WAVE	\$	4,939.00
EFT6040	21/12/2015	WICKEPIN HOTEL AND HARVEST CAFE	CATERING- SHIRE CHRISTMAS PARTY	\$	430.00
15257	14/12/2015	BILL & BEN'S BAKERY	DINNER ROLLS- SENIORS XMAS LUNCH	\$	21.60
15258	14/12/2015	KAREN LESLIE LEESON	REIMBURSE- LOLLIES FOR SENIORS CHRISTMAS LUNCH	\$	66.00
15259	14/12/2015	TELSTRA	HARVEST BAN TEXT MSG SERVICE FOR NOVE, BER	\$	401.01
15260	14/12/2015	SYNERGY	STREETLIGHTS 25 OCTOBER TO 24 NOVEMBER 2015	\$	1,809.65
15261	21/12/2015	AIR LIQUIDE WA PTY LTD	DEPOT ANNUAL FEE- OXY 'D' CYLINDER X 2	\$	715.87
15262	21/12/2015	C & D CUTRI	INSTALL WALLS, APRON TO CULVERTS 86 GATE RD	\$	28,930.00
15263	21/12/2015	DEPARTMENT OF MINES & PETROLEUM	ANNUAL FEE- DANGEROUS GOODS SITE LICENCE 2016	\$	655.00
15264	21/12/2015	COLIN PLUMB	REIMBURSE PURCHASE SLEDGE HAMMER, DIGITAL DOOR	\$	237.90
15265	21/12/2015	TELSTRA	STAELLITE PHONE - WORKS TO 03/01/16	\$	35.00
15266	21/12/2015	SYNERGY	ELECTRICITY 10/10/15 TO 07/12/15 ADMIN, HALLS, CARAVAN	\$	8,852.70
15267	21/12/2015	WATER CORPORATION	WATER 9/10 TO 04/12/15- HALLS, POOL, OVALS, HOUSES,	\$	9,250.47
DD8901.1	09/12/2015	WA LOCAL GOVERNMENT SUPER PLAN	Payroll deductions	\$	4,109.09
DD8901.2	09/12/2015	PRIME SUPER	Superannuation contributions	\$	219.96
DD8901.3	09/12/2015	ING CUSTODIANS PTY LTD	Superannuation contributions	\$	231.35
DD8901.4	09/12/2015	MTAA SUPER FUND	Superannuation contributions	\$	443.49
DD8901.5	09/12/2015	ANZ SUPER - ALLAN HEIMLEY	Superannuation contributions	\$	219.96

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DD8901.6	09/12/2015	TREMAYNE SUPERANNUATION FUND	Superannuation contributions	\$	106.72
DD8901.7	09/12/2015	COLONIAL FIRST STATE	Superannuation contributions	\$	151.75
DD8907.1	23/12/2015	WA LOCAL GOVERNMENT SUPER PLAN	Payroll deductions	\$	3,450.32
DD8907.2	23/12/2015	RAMSAY SUPERANNUATION FUND	Superannuation contributions	\$	141.83
DD8907.3	23/12/2015	PRIME SUPER	Superannuation contributions	\$	172.46
DD8907.4	23/12/2015	ING CUSTODIANS PTY LTD	Superannuation contributions	\$	183.85
DD8907.5	23/12/2015	MTAA SUPER FUND	Superannuation contributions	\$	348.49
DD8907.6	23/12/2015	ANZ SUPER - ALLAN HEMLEY	Superannuation contributions	\$	172.46
DD8907.7	23/12/2015	TREMAYNE SUPERANNUATION FUND	Superannuation contributions	\$	58.93
DD8907.8	23/12/2015	COLONIAL FIRST STATE	Superannuation contributions	\$	209.90
DD8907.9	23/12/2015	BT SUPER FOR LIFE	Superannuation contributions	\$	49.27
				\$	<b>143,099.05</b>
				\$	<b>\$ 161.05</b>

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List of Accounts Due & Submitted to Committee 1 December 2015 to 31 January 2016				
Chq/EFT	Date	Name	Description	Trust
1265	07/12/2015	BCITF	BUILDING/CONSTRUCTION TRAINING LEVY NOVEMBER 2015	\$47.75
1266	06/01/2016	COUNTRY WIDE INSURANCE	TRIATHALON LIABILITY INSURANCE	\$780.00
EFT5991	07/12/2015	BUILDING COMMISSION,	BUILDING SERVICE LEVY COMMISSION NOVEMBER 2015	\$113.30
EFT5992	14/12/2015	AUSTRALIA POST	POSTAGE ACCOUNT NOVEMBER 15	\$236.88
EFT5993	14/12/2015	YVONNE BOWEY CONSULTING	AUDIT QUERIES, PAYROLL ADJUSTMENTS	\$300.00
EFT5994	14/12/2015	BALLARDS OF NARROGIN	LAWN MIX 3 BUCKET WICKEPIN OVAL	\$392.00
EFT5995	14/12/2015	CUTTING EDGES PTY LTD	12H GRADER PARTS- WEDGE AND BOLT	\$181.90
EFT5996	14/12/2015	COUNTRY PAINT SUPPLIES	NATURAL STAIN- WICKEPIN STREET SEATING	\$170.05
EFT5997	14/12/2015	YEALERING AGPARTS & REPAIRS	SERVICE ALTERNATOR MULTIPAC ROLLER, BELTS FOR HINO	\$396.81
EFT5998	14/12/2015	CLAW ENVIRONMENTAL	WICKEPIN DRUMMUSTER COLLECTION 18/11/15	\$2,415.33
EFT5999	14/12/2015	COURIER AUSTRALIA	FREIGHT- TRAFFIC SIGNS, LIBRARY, WATER TESTING	\$768.69
EFT6000	14/12/2015	COVS PARTS PTY LTD	SAFETY GLASSES- WORKS CREW	\$45.38
EFT6001	14/12/2015	KELLY COCHRANE	CLEANING YEALERING- HALL AND CARAVAN PARK	\$337.50
EFT6002	14/12/2015	DEWS EXCAVATIONS	3 LOAD WHITE SAND DELIVERED FOR CONCRETE- USED 86	\$726.00
EFT6003	14/12/2015	EWEN RURAL SUPPLIES	NOVEMBER ACCOUNT	\$2,995.38
EFT6004	14/12/2015	PG & JD FORREST	VERTI-MOW WICKEPIN TOWN OVAL	\$2,889.91
EFT6005	14/12/2015	GREAT SOUTHERN FUEL SUPPLIES	NOVEMBER FUEL ACCOUNT	\$13,592.97
EFT6006	14/12/2015	GREENLINE	WK687 JOHN DEERE- SERVICE, CLEAN FUEL TANK, FILTER,	\$1,525.47
EFT6007	14/12/2015	MCDUGALL WELDMENTS	STRAIGHTEN AND STRENGTHEN STEER LINKAGE- WK813 CAT	\$137.78
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EFT6009	14/12/2015	MAGOOS GYROCK	REPAIR CEILING YEALERING HALL	\$307.50
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EFT6011	14/12/2015	NARROGIN HIRE SERVICE	RETICULATION PARTS, CONTROLLER FOR OVAL	\$279.10
EFT6012	14/12/2015	GREAT SOUTHERN WASTE	DOMESTIC AND COMMERCIAL REFUSE COLLECTION, 5 WEEKS	\$6,714.30
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EFT6016	14/12/2015	NARROGIN BOILERMAKERS	STAFF CLOTHING- P BRANSBY	\$60.00
EFT6017	14/12/2015	PARRYS	STAFF UNIFORMS- P BRANSBY	\$51.00
EFT6018	14/12/2015	PETER STRIBLING	COMMISSION YEALERING CARAVAN PARK NOVEMBER 15	\$248.09
EFT6019	14/12/2015	RJ SMITH ENGINEERING	REPAIR/ ALTER TANK ON TIP TRUCK	\$1,797.40
EFT6020	14/12/2015	ANTONY SMITH	CLEAN NETBALL COURT 10 NOV AND 30 NOV	\$300.00

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EFT6021	14/12/2015	TOWN OF NARROGIN	CONTRIBUTION FOR PREPARATION OF AGED HOUSING NEEDS	\$3,666.66
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EFT6024	14/12/2015	MECHANICAL & DIESEL SERVICES	SUPPLY AIR LINE HOSE, BRASS JOINERS FOR HINO 700 TRUCK	\$35.20
EFT6025	21/12/2015	BURGESS RAWSON (WA) PTY LTD	WATER USAGE 12/10/15 TO 04/12/15 WICKEPIN PUBLIC	\$667.35
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EFT6029	21/12/2015	CHEDOONA ENVIRONS	VARIOUS POTTED NATIVE PLANTS- OFFICE GARDEN UPGRADE	\$2,180.00
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EFT6031	21/12/2015	HANCOCKS HOME HARDWARE	KEYS CUT- COMMUNITY BUS	\$12.00
EFT6032	21/12/2015	HARRIS ZUGLIAN ELECTRICS	REPLACE WEATHERPROOF FLURO LIGHTS AT SWIMMING POOL	\$1,260.59
EFT6033	21/12/2015	NARROGIN HIRE SERVICE	VARIOUS RETICULATION PARTS- OFFICE GARDEN UPGRADE	\$676.57
EFT6034	21/12/2015	NARROGIN QUARRY OPERATIONS	62 TONNE BLUE METAL DUST FOR WICKEPIN-PINGELLY RD	\$972.05
EFT6035	21/12/2015	NARROGIN TOYOTA	SPARK PLUGS, PULL STAT ASSEMBLY HEDGE TRIMMER	\$35.56
EFT6036	21/12/2015	DARAELKA PTY LTD T/AS MINETUFF	SOLAR LIGHT BOLLARDS X 9 FOR LIFESTYLE VILLAGE	\$10,879.00
EFT6037	21/12/2015	WAGIN PLUMBING	INSTALL AND CONNECT NEW STORMWATER LINE AT FACEY	\$4,268.00
EFT6038	21/12/2015	RSA WORKS	DATA PICKUP AND EVALUATION 86 GATE RD, MAIN ST.	\$1,430.00
EFT6039	21/12/2015	SHENTON ENTERPRISES PTY LTD	ROBOTIC POOL CLEANER- DOLPHIN ONE WAVE	\$4,939.00
EFT6040	21/12/2015	WICKEPIN HOTEL AND HARVEST	CATERING- SHIRE CHRISTMAS PARTY	\$430.00
EFT6041	06/01/2016	CR F ALLAN	COUNCILLOR ALLOWANCES JULY - DEC 15	\$1,161.76
EFT6042	06/01/2016	WES ASTBURY	COUNCILLOR ALLOWANCES JULY - DEC 15	\$1,781.52
EFT6043	06/01/2016	YVONNE BOWEY CONSULTING	2015 AUDIT QUERIES, WAGES RECON, UPDATE FINANCIAL	\$2,775.00
EFT6044	06/01/2016	BALLARDS OF NARROGIN	MULCH, GRAVEL AS REQUIRED AT CEMETERY, ADMIN GARDEN,	\$5,170.00
EFT6045	06/01/2016	BUTLER SETTINER	SERVICES- GRANT ACQUITALS WASTE TRANSFER STATIONS	\$1,760.00
EFT6046	06/01/2016	CUTTING EDGES PTY LTD	12 CUTTING EDGES- 1220 X 200 X 10 FOR CAT 12H GRADER	\$1,368.58
EFT6047	06/01/2016	COURIER AUSTRALIA	FREIGHT- EFFLUENT SAMPLES	\$9.85
EFT6048	06/01/2016	KELLY COCHRANE	CLEANING YEALERING TOILETS, CARAVAN PARK DEC 15	\$525.00
EFT6049	06/01/2016	CR ROSS EASTON	COUNCILLOR ALLOWANCES JULY TO DEC 15	\$1,446.96
EFT6050	06/01/2016	EWEN RURAL SUPPLIES	WORKSHOP, CEMENT, ADMIN REFRESHMENTS, COUNCIL	\$2,556.30
EFT6051	06/01/2016	EASIFLEET	FACEY GROUP TRITON LEASE- DEC 15	\$719.38
EFT6052	06/01/2016	GEOFF PERKINS FARM MACHINERY	HYDRAULIC HOSE AND GREASE LINE FOR MOWER, HOSE FOR	\$410.35
EFT6053	06/01/2016	GENIE AUSTRALIA PTY LTD	INSPECT, SERVICE AND REPAIR CHERRY PICKER AS REQUIRED	\$1,972.62
EFT6054	06/01/2016	HANCOCKS HOME HARDWARE	LAWN RAKES - GARDENERS	\$60.30
EFT6055	06/01/2016	HARRIS ZUGLIAN ELECTRICS	REPLACE 2 SMOKE ALARMS, INSTALL RCD ON CIRCUIT 7	\$1,650.53

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EFT6056	06/01/2016	CR GERRI HINKLEY	COUNCILLOR ALLOWANCES JULY-DEC 15	\$1,808.10
EFT6057	06/01/2016	KEL'S TYRES	2 TYRES LOW LOADER TRAILER 255/70 22.5	\$640.20
EFT6058	06/01/2016	MURRAY GRAYDEN LANG	COUNCILLOR ALLOWANCES JULY - DEC 15	\$812.00
EFT6059	06/01/2016	CR ALLAN LANSDELL	COUNCILLOR ALLOWANCES JUL- DEC 15	\$856.32
EFT6060	06/01/2016	CR STEVEN JOHN MARTIN	COUNCILLOR ALLOWANCES JULY - DEC 15	\$1,497.01
EFT6061	06/01/2016	NARROGIN HIRE SERVICE	SUPPLY AND INSTALL 12 STATION CONTROLLER, FLOW	\$967.00
EFT6062	06/01/2016	NARROGIN HARDWARE MAKIT	TIMBER, VARIOUS TRUFS/OIL SALEYARDS	\$155.70
EFT6063	06/01/2016	PCS	SUPPLY 1 X TOSHIBA NOTEBOOK, REFRESH SYNERGY SOFT	\$3,557.50
EFT6064	06/01/2016	WAGIN PLUMBING	SUPPLY AND INSTALL WATER COOLER AT COMMUNITY	\$5,852.00
EFT6065	06/01/2016	MAUREEN SUSAN PREEDY	CLEANING YEALERING HALL, CARAVAN PARK DEC 15	\$277.50
EFT6066	06/01/2016	LIONEL ANTHONY RIGBY	CARAVAN PARK MANAGEMENT COMMISSION 3RD QUARTLERY	\$2,027.85
EFT6067	06/01/2016	ANTONY SMITH	REPAIR SHEEP LOADING RAMPS AT SALEYARDS	\$890.00
EFT6068	06/01/2016	WESTERN AUSTRALIAN TREASURY	Loan No. 102 Interest payment -	\$5,792.79
EFT6069	06/01/2016	WICKEPIN MOTORS	FIT NEW WINDSCREEN- FACEY GROUP UTE	\$445.50
EFT6070	06/01/2016	WICKEPIN DISTRICT SPORTS CLUB	REFRESHMENTS- SHIRE CHRISTMAS PARTY	\$723.50
EFT6071	06/01/2016	WURTH AUSTRALIA P/L	HACKSAW BLADES, CANS 20/40 LUBRICANT FOR WORKSHOP	\$98.34
EFT6072	06/01/2016	WICKEPIN COMMUNITY RESOURCE	PRINTING PHOTO QUALITY ON CARD- ADMIN	\$3.50
EFT6073	06/01/2016	YEALERING TENNIS CLUB	CONTRIBUTION TOWARDS RESURFACING OF YEALERING	\$6,500.00
EFT6074	07/01/2016	AUSTRALIAN TAXATION OFFICE	December BAS	\$15,591.00
EFT6075	07/01/2016	WA HINO SALES & SERVICE	Purchase new Hino 300 Series Crew Cab Truck	\$64,609.96
EFT6076	13/01/2016	AUSTRALIA POST	DECEMBER POSTAGE ACCOUNT	\$136.73
EFT6077	13/01/2016	BALLARDS OF NARROGIN	SOIL IMPROVER- ADMIN GARDENS	\$294.00
EFT6078	13/01/2016	COUNTRY PAINT SUPPLIES	PAINT, ACETONE, SILICONE FOR RAILWAY STATION	\$77.44
EFT6079	13/01/2016	YEALERING AGPARTS & REPAIRS	WORK ON BACKHOE, BATTERY FOR WK687, GAS BOTTLE FOR	\$1,007.23
EFT6080	13/01/2016	COURIER AUSTRALIA	FREIGHT- WATER SAMPLES, LIBRARY	\$73.87
EFT6081	13/01/2016	LANDGATE	RURAL UV INTERIM- VALUATION SHARED	\$79.00
EFT6082	13/01/2016	GREAT SOUTHERN FUEL SUPPLIES	FUELS AND OILS- DECEMBER 2015	\$11,945.43
EFT6083	13/01/2016	GREAT SOUTHERN WASTE	RUBBISH COLLECTION DECEMBER 15- HOUSEHOLD,	\$7,370.94
EFT6084	13/01/2016	NARROGIN FURNISHINGS	REPAIR BLINDS AT COMMUNITY CENTRE- CHAINS AND FABRIC	\$175.00
EFT6085	13/01/2016	NARROGIN PUMPS, SOLAR AND	2 X SUMBERSIBLE SMALL 12 V PUMPS FOR WICKEPIN OVAL	\$130.90
EFT6086	13/01/2016	OFFICEWORKS SUPERSTORES PTY	STATIONERY AS REQUIRED ADMIN OFFICE	\$426.10
EFT6087	13/01/2016	PCS	SET UP SYNERGY FOR OR RECORDS TRAINING	\$595.00
EFT6088	13/01/2016	PARRY'S	UNIFORMS- WORKS MANAGER P VLAHOV	\$159.85
EFT6089	13/01/2016	ANTONY SMITH	YEALERING CARAVAN PARK- INSTALL LOCKS IN TOILETS	\$130.00
EFT6090	13/01/2016	STEELO'S GUNS & OUTDOORS	TABLE TENNIS SET FOR SWIMMING POOL	\$35.00

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EFT6091	13/01/2016	WICKEPIN HOTEL AND HARVEST	REFRESHMENTS- MEETINGS AND CATERING	\$228.90
EFT6092	13/01/2016	WICKEPIN NEWSAGENCY	NOV 15 MILK, PAPER, FIRE TRAINING CATERING, COMMITTEE	\$420.70
EFT6093	18/01/2016	BEST OFFICE SYSTEMS	TONER CARTRIDGE- CYAN FOR ADMIN OFFICE	\$519.00
EFT6094	18/01/2016	HANCOCKS HOME HARDWARE	DISABLED SHOWER HAND RAIL- UNIT 4 COTTAGE HOMES	\$83.25
EFT6095	18/01/2016	KEL'S TYRES	PATCH TUBE- TYRE 12H CAT GRADER	\$275.00
EFT6096	18/01/2016	JAMES MATTHEWS	REIMBURSEMENT- SWIMMING POOL CHAIRS, EQUIPMENT	\$284.94
EFT6097	18/01/2016	NARROGIN AUTO ELECTRICS	BATTERY 10AMP DEEP CYCLE, PLUGS TO SUIT FOR SAM	\$425.35
EFT6098	18/01/2016	NARROGIN PUMPS, SOLAR AND	PALINTEST TEST CELL- 5 PK SWIMMING POOL	\$126.50
EFT6099	18/01/2016	STAR TRACK EXPRESS	FREIGHT ON WORKSHOP SAFETY EQUIPMENT FROM JR	\$59.83
EFT6100	18/01/2016	NARROGIN CARPETS & CURTAINS	REPAIR CARPET, SUPPLY MATS HARRISMITH GOLF CLUB	\$847.00
EFT6101	18/01/2016	WAGIN PLUMBING	CLEAR BLOCKED DRAINS- SEWER AT 63 WOGOLIN RD	\$844.25
EFT6102	18/01/2016	RJ SMITH ENGINEERING	MODIFY WATER TANK ON ISUZU TIP TRUCK TO COMPLY WITH	\$3,264.80
EFT6103	25/01/2016	BURGESS RAWSON (WA) PTY LTD	INDUSTRIAL RENT, MANAGEMENT FEES ON LAND FOR FUEL	\$2,354.00
EFT6104	25/01/2016	EASIFLEET	MONTHLY LEASE - FACEY GROUP VEHICLE	\$1,221.80
EFT6105	25/01/2016	JASON SIGNMAKERS	ROAD TRAFFIC SIGNS MULTI MESSAGE FRAMES REDUCE	\$1,283.70
EFT6106	25/01/2016	LANDMARK ENGINEERING & DESIGN	2 X BLACK STREET BENCH FRAMES WICKEPIN TOWNSCAPE	\$1,518.00
EFT6107	25/01/2016	METAL ARTWORK CREATION	DESK PLAQUES- PRESIDENT J RUSSELL, DEPUTY PRESIDENT	\$92.40
EFT6108	25/01/2016	PCS	CREATE RECORDS USER FOR SYNERGY, SETUP EXCHANGE	\$297.50
EFT6109	25/01/2016	PACIFIC BRANDS WORKWEAR	STAFF UNIFORMS- N MANTON, L PEARSON, L PARKER, A	\$1,648.61
EFT6110	25/01/2016	ROADTECH CONSTRUCTIONS	REPAIR 2 FAILURES ON HARRISMITH RD. SURFACE	\$16,324.00
EFT6111	25/01/2016	RSA WORKS	LOMOS ROAD CONSULTANT WORKS PROGRAMS, COSTINGS,	\$2,530.00
EFT6112	25/01/2016	ANTONY SMITH	REPAIR- DOOR AT YEALERING CWA, DOOR AT UNIT 1 COTTAGE	\$378.50
EFT6113	25/01/2016	TOWN OF NARROGIN	RANGER SERVICES- 2 HRS ABANDONED DOG, TRAVEL	\$243.42
15257	14/12/2015	BILL & BEN'S BAKERY	DINNER ROLLS- SENIORS XMAS LUNCH	\$21.60
15258	14/12/2015	KAREN LESLIE LEESON	REIMBURSE- LOLLIES FOR SENIORS CHRISTMAS LUNCH	\$66.00
15259	14/12/2015	TELSTRA	HARVEST BAN TEXT MSG SERVICE FOR NOVE, BER	\$401.01
15260	14/12/2015	SYNERGY	STREELIGHTS 25 OCTOBER TO 24 NOVEMBER 2015	\$1,809.65
15261	21/12/2015	AIR LIQUIDE WA PTY LTD	DEPOT ANNUAL FEE- OXY 'D' CYLINDER X 2	\$715.87
15262	21/12/2015	C & D CUTRI	INSTALL WALLS, APRON TO CULVERTS AT BRIDGE ON 86 GATE	\$28,930.00
15263	21/12/2015	DEPARTMENT OF MINES &	ANNUAL FEE- DANGEROUS GOODS SITE LICENCE 2016	\$655.00
15264	21/12/2015	COLIN PLUMB	REIMBURSE PURCHASE SLEDGE HAMMER, DIGITAL DOOR	\$237.90
15265	21/12/2015	TELSTRA	SATELLITE PHONE - WORKS TO 03/01/16	\$35.00
15266	21/12/2015	SYNERGY	ELECTRICITY 10/10/15 TO 07/12/15 ADMIN, HALLS, CARAVAN	\$8,852.70
15267	21/12/2015	WATER CORPORATION	WATER 9/10 TO 04/12/15- HALLS, POOL, OVALS, HOUSES,	\$9,250.47
15268	06/01/2016	BE & DE BARRY	PREPARATION AND PAINTING TO EXTERIOR OLD RAILWAY	\$2,430.00

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15269	06/01/2016	CR JULIE RUSSELL			COUNCILLOR ALLOWANCES JULY - DEC 15		\$1,561.80
15270	06/01/2016	SHIRE OF WICKEPIN			PETTY CASH RECONCILIATION- KEYS CUT, VEHICLE LICENSE		\$455.20
15271	06/01/2016	TELSTRA			PHONE- ADMIN, INTERNET, STAFF, MOBILES TO 13/12/15		\$1,187.45
15272	06/01/2016	NARROGIN OUTDOOR SOLUTIONS			LIMESTONE BLOCKS BEVEL EDGE CEMETERY UPGRADE		\$544.88
15273	06/01/2016	WATER CORPORATION			WATER USE TO 16/12/15 STANDPIPES, OVALS, CEMETERIES		\$2,657.96
15274	13/01/2016	LAURA GRAY			PROFESSIONAL FEES- CONSERVATION WORKS OLD RAILWAY		\$4,785.00
15275	13/01/2016	TELSTRA			SATELLITE PHONE 25/11 TO 24/12/15		\$35.00
15276	13/01/2016	SYNERGY			STREETLIGHTS 25 NOV TO 24 DEC 15		\$1,751.25
15277	13/01/2016	WATER CORPORATION			WATER- STANDPIPE 86 GATE RD NARROGIN TO 311215		\$248.40
15278	18/01/2016	BEAUREPARES			1 X TYRE REPAIR KIT		\$33.00
15279	18/01/2016	A & A CORASANITI			EXTEND CONCRETE PAD AT CEMETERY UPGRADE TO SUIT		\$1,868.17
15280	18/01/2016	SYNERGY			ELECTRICITY 27/10 TO 29/12/15- YEALERING HALL, CARAVAN		\$1,272.85
15281	25/01/2016	A & A CORASANITI			MESH REQUIRED FOR EXTENSION TO CONCRETE AT CMETERY		\$544.50
DD8901.1	09/12/2015	WA LOCAL GOVERNMENT SUPER			Payroll deductions		\$4,109.09
DD8901.2	09/12/2015	PRIME SUPER			Superannuation contributions		\$219.96
DD8901.3	09/12/2015	ING CUSTODIANS PTY LTD			Superannuation contributions		\$231.35
DD8901.4	09/12/2015	MTAA SUPER FUND			Superannuation contributions		\$443.49
DD8901.5	09/12/2015	ANZ SUPER - ALLAN HEMLEY			Superannuation contributions		\$219.96
DD8901.6	09/12/2015	TREWAYNE SUPERANNUATION FUND			Superannuation contributions		\$106.72
DD8901.7	09/12/2015	COLONIAL FIRST STATE			Superannuation contributions		\$151.75
DD8907.1	23/12/2015	WA LOCAL GOVERNMENT SUPER			Payroll deductions		\$3,450.32
DD8907.2	23/12/2015	RAMSAY SUPERANNUATION FUND			Superannuation contributions		\$141.83
DD8907.3	23/12/2015	PRIME SUPER			Superannuation contributions		\$172.46
DD8907.4	23/12/2015	ING CUSTODIANS PTY LTD			Superannuation contributions		\$183.85
DD8907.5	23/12/2015	MTAA SUPER FUND			Superannuation contributions		\$348.49
DD8907.6	23/12/2015	ANZ SUPER - ALLAN HEMLEY			Superannuation contributions		\$172.46
DD8907.7	23/12/2015	TREWAYNE SUPERANNUATION FUND			Superannuation contributions		\$58.93
DD8907.8	23/12/2015	COLONIAL FIRST STATE			Superannuation contributions		\$209.90
DD8907.9	23/12/2015	BT SUPER FOR LIFE			Superannuation contributions		\$49.27
DD8913.1	06/01/2016	WA LOCAL GOVERNMENT SUPER			Payroll deductions		\$3,412.60
DD8913.2	06/01/2016	RAMSAY SUPERANNUATION FUND			Superannuation contributions		\$44.98
DD8913.3	06/01/2016	PRIME SUPER			Superannuation contributions		\$172.46
DD8913.4	06/01/2016	ING CUSTODIANS PTY LTD			Superannuation contributions		\$183.85
DD8913.5	06/01/2016	MTAA SUPER FUND			Superannuation contributions		\$348.49
DD8913.6	06/01/2016	ANZ SUPER - ALLAN HEMLEY			Superannuation contributions		\$172.46
DD8921.1	20/01/2016	WA LOCAL GOVERNMENT SUPER			Payroll deductions		\$3,435.22
DD8921.2	20/01/2016	RAMSAY SUPERANNUATION FUND			Superannuation contributions		\$44.98
DD8921.3	20/01/2016	PRIME SUPER			Superannuation contributions		\$172.46
DD8921.4	20/01/2016	ING CUSTODIANS PTY LTD			Superannuation contributions		\$183.85
DD8921.5	20/01/2016	MTAA SUPER FUND			Superannuation contributions		\$348.49
DD8921.6	20/01/2016	ANZ SUPER - ALLAN HEMLEY			Superannuation contributions		\$172.46
DD8921.7	20/01/2016	TREWAYNE SUPERANNUATION FUND			Superannuation contributions		\$97.54
							<b>\$365,646.21</b>
							<b>\$941.05</b>

Attachment- Item 10.2.02

5.00pm – Finance Manager Natalie Manton departed the Chambers.

5.01pm – CDO Lee Parker entered the chambers.

Governance, Audit and Community Service

## 10.2.03 – Community Development Officer's Report

<b>Submission To:</b>	Ordinary Council
<b>Location / Address:</b>	Whole Shire
<b>Name of Applicant:</b>	Lee Parker, Community Development Officer
<b>File Reference:</b>	206
<b>Author:</b>	Lee Parker, Community Development Officer
<b>Disclosure of any Interest:</b>	Nil
<b>Date of Report:</b>	10 February 2016

### Enclosure / Attachment:

<b>Arts and Cultural</b>	<b>Dryandra Country Art Food and Wine Trail</b> <ul style="list-style-type: none"> <li>• Advertising/ co-ordination/stall-holders information/correspondence/mapping/layout for brochure</li> <li>• Meetings and correspondence with local exhibitors</li> </ul> <b>Other</b> <ul style="list-style-type: none"> <li>• Planning for Art Prize 2016</li> <li>• Provided support to She Shed for creation of Gateway Entrance to Heritage Trail walkway</li> </ul>
<b>Community Development</b>	<b>Townscape</b> <ul style="list-style-type: none"> <li>• Correspondence with Jason Signs re damaged walk trail signs. Replacement signs delivered, installed and repaired by Jasons</li> <li>• Meeting re walk trails hot mix extension</li> <li>• Meeting with Lotterywest re upcoming trail grant applications</li> <li>• Correspondence with tpg re upcoming trail grant applications</li> <li>• Correspondence with community members as to upcoming trail grant</li> </ul> <b>War Memorial Upgrade</b> <ul style="list-style-type: none"> <li>• Correspondence with Jason Signs re new memorial fence</li> <li>• Correspondence with Albany Library and historian Sue Lefroy as to images and text for new fence</li> </ul> <b>Wickepin Cemetery</b> <ul style="list-style-type: none"> <li>• Maintained correspondence with the families</li> <li>• Liaison with Everlon re replacement Granite piece.</li> <li>• Site meetings with regards landscaping and final steps for completion</li> <li>• Benches ordered and installed</li> </ul> <b>Other</b> <ul style="list-style-type: none"> <li>• Provided notes for Facebook page, mail out and Instagram</li> <li>• Follow up grant opportunities for Shire of Wickepin projects.</li> <li>• Assisted CRC with upcoming Movie Night</li> <li>• Informed community members on grant opportunities and events.</li> </ul>

<b>Economic Development</b>	<b>Facey Carriage Drive</b> <ul style="list-style-type: none"> <li>• Correspondence with organising committee re 2016 drive</li> </ul>
<b>Tourism, Marketing and Promotion</b>	<ul style="list-style-type: none"> <li>• Cleaned online image to provide a more cohesive shire approach</li> <li>• Promotion through social media</li> <li>• See CEO Report on Social Media</li> </ul>
<b>Special Needs Groups including Youth, Disabled and Older People.</b>	<b>Johnston Park</b> <ul style="list-style-type: none"> <li>• Quarterly report to Wheatbelt Development Commission on progress</li> <li>• Lights installed along pathway</li> <li>• Concrete pad laid for Gazebo</li> <li>• Correspondence and meetings with equipment suppliers, builders</li> </ul>
<b>Sport and Recreation</b>	<b>Kidsport</b> <ul style="list-style-type: none"> <li>• Meeting in Narrogin with regards new processing system</li> <li>• Processed vouchers and assisted community members</li> <li>• Correspondence with Sport and Recreation and Town of Narrogin</li> <li>• Information re updates to webpage</li> </ul>
<b>Governance Other</b>	<ul style="list-style-type: none"> <li>• Staff support as needed</li> </ul>
<b>Heritage</b>	<b>Railway Restoration</b> <ul style="list-style-type: none"> <li>• Site meetings with painter, staff</li> <li>• Correspondence with Heritage Consultant</li> <li>• Exterior restoration and groundwork co-ordination</li> <li>• Correspondence with Painter and electrician re interior</li> <li>• Acquittal to Lotterywest</li> </ul>

**Projects Currently On CDO Desk for 2016**

<b>War Memorial</b>	<ul style="list-style-type: none"> <li>Barrier fence erected with WW1 images – new fence on order</li> <li>Shire funded</li> </ul>
<b>Railway Building Restoration</b>	<ul style="list-style-type: none"> <li>Acquitted to Lotterywest</li> <li>Lotterywest and Shire funded</li> <li>Exterior work completed.</li> <li>Interior painting finished. Waiting for electrician.</li> </ul>
<b>Facey Carriage Drive</b>	<ul style="list-style-type: none"> <li>Next carriage drive in third weekend in October 2016</li> <li>Shire support in-kind</li> </ul>
<b>Wickepin Art Prize</b>	<ul style="list-style-type: none"> <li>Third weekend in October 2016</li> <li>Townscape initiative</li> <li>Shire support in-kind and sponsorship of prizes</li> </ul>
<b>Wickepin Cemetery</b>	<ul style="list-style-type: none"> <li>Landscaping underway</li> <li>Official opening possibly March</li> </ul>
<b>Walk Trails Signage</b>	<ul style="list-style-type: none"> <li>Acquitted to Lotterywest</li> <li>Funded by Lotterywest and Shire</li> <li>New grant to be completed and submitted</li> </ul>
<b>Lotterywest grants</b>	<ul style="list-style-type: none"> <li>Grants to be submitted: Signage for Yealering, Harrismith, Wickepin</li> <li>Possible CANWA grant: Due March</li> </ul>
<b>Johnston Park Development and Play Equipment</b>	<ul style="list-style-type: none"> <li>Due for completion March 2016</li> <li>Wheatbelt Development Commission funded – Creating Aged Friendly Communities</li> <li>Shire support in kind</li> </ul>

**Funding Applications Status Report**

<b>Project Name</b>	<b>Funding Organisation</b>	<b>Amount Requested exc Gst</b>	<b>Status</b>
Restoration of Old Railway Station building	Lotterywest	\$56,350	Acquitted \$30,000 from Lotterywest Council contribution \$20,000
Johnston Park Development	Wheatbelt Regional Grants SVG	\$51,260	Approved. \$51,260 Council contribution (Labour and Materials) \$7,458

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

**Policy Implications:** Not applicable.

**Financial Implications:** Not applicable.

**Strategic Implications:****(1) To Develop and Maintain Quality Services and Infrastructure:**

A sustainable and extensive transport system that allows for efficient travel within the local government and to other rural and metropolitan areas.

**(2) To Ensure the Protection and Improvement of the Environment:**

A protected and enhanced environment that is aesthetically beautiful and provides benefits for generations to come.

**(3) To Promote the Development of a Viable and Diversified Local Economy:**

A strong, diversified economic and industrial base that provides new and varied employment opportunities for all age groups.

**(4) To Provide and Encourage the use of a Variety of Recreational, Educational and Cultural Facilities:**

A healthy, strong and connected community that is actively engaged and involved.

**(5) To Provide Efficient, Effective and Accountable Governance:**

Availability of council services, personal development opportunities and adequate resident and staff accommodation to attract and retain quality resources.

**(6) To Promote the Shire as a Focal Point in the Development of the Greater Region:**

A council actively involved in promoting regional facilities and activities to its community and neighbouring regions.

**Recommendation:**

That council notes the report from the Community Development Officer dated 10 February 2016.

**Voting Requirements:** Simple majority.

**Resolution No 170216-08****Moved Cr Allan / Seconded Cr Lasndell**

That council notes the report from the Community Development Officer dated 10 February 2016.

**Carried 8/0**

5.23pm – CDO Lee Parker departed the chambers.



5.24pm – Cr Steve Martin departed the chambers due to declaring a proximity interest; Liberal Candidate and Member of Liberal Party.


5.24pm – Finance Manager Natalie Manton entered the chambers.

Governance, Audit and Community Services

## 10.2.04 – City of Subiaco - City of Perth Bill 2015

<b>Submission To:</b>	Ordinary Council
<b>Location / Address:</b>	Whole Shire
<b>Name of Applicant:</b>	Mark J Hook, Chief Executive Officer
<b>File Reference:</b>	1417
<b>Author:</b>	Mark J Hook, Chief Executive Officer
<b>Disclosure of any Interest:</b>	Nil
<b>Date of Report:</b>	1 February 2016

**Enclosure / Attachment:** Letter from City of Subiaco regarding City of Perth Bill

 <p><b>CITY OF SUBIACO</b></p>	<p>All communications should be directed to the Chief Executive Officer</p> <p>241 Rokeby Road SUBIACO WA 6008 PO Box 270 SUBIACO WA 6904 Telephone: 08 9237 9222 Facsimile: 08 9237 9200 Email: city@subiaco.wa.gov.au Website: www.subiaco.wa.gov.au</p>								
<p>Enquiries: Don Burnett File: A/3828 14 December 2015</p> <p>Shire of Wickepin President Julie Russell PO Box 19 WICKEPIN WA 6370</p>	<table border="1"> <tr> <th colspan="2">SHIRE OF WICKEPIN</th> </tr> <tr> <td>DATE RECEIVED:</td> <td>17 DEC 2015</td> </tr> <tr> <td>FILE NO:</td> <td>1417</td> </tr> <tr> <td>TO:</td> <td></td> </tr> </table>	SHIRE OF WICKEPIN		DATE RECEIVED:	17 DEC 2015	FILE NO:	1417	TO:	
SHIRE OF WICKEPIN									
DATE RECEIVED:	17 DEC 2015								
FILE NO:	1417								
TO:									

Dear President Russell,

**CITY OF PERTH BILL – REQUEST FOR YOUR SUPPORT**

As you will be aware, the State Government is pursuing the introduction of the City of Perth Act which deals with a number of issues relating to the City of Perth and also affects the City of Subiaco directly. It now affects all Local Governments through a late amendment requiring all Local Governments to deal with gift and travel disclosures.

The City of Subiaco does not have any concerns about strengthening the City of Perth as the premier Local Government interface for Western Australia and the rest of Australia and the world, nor do we have any issues with the requirement to report gifts and travel contributions in a more transparent way.

The City does have a concern over the arbitrary decision to change the boundaries of the City's south ward and for the majority of this ward to be transferred to the City of Perth. There was no consultation with the City, no consultation with the community and no determination by the Local Government Advisory Board on this proposal.

This decision has a significant effect on this community of 3000 Subiaco residents who would be transferred to an entity they did not ask to be part of. There is also a significant financial impact on the City through loss of rates and other revenue streams. This will have to lead to either rate increases and/or a reduction of services. All Local Governments need to be aware of the possibility of being on the receiving end of a similar decision and the potential impacts on your organisation and community.

The City of Subiaco Council has been fighting the impact of this agenda and has formally adopted the following statement of principle in relation to the City's relationship with the executive branch of the State Government:

*"The City of Subiaco holds it to be a fundamental principle that Local Governments are elected by their residents to be representative and accountable for civic governance. Residents do not want State Government to override the city's Council. Loopholes in the law intended to protect the rights of residents to a local government of their choice must be closed so that trust and respect can be restored."*

The Bill is in the upper house at the moment and will not be determined until February at the earliest. I ask that you write to your local members, and more particularly your Legislative Council representative, expressing your concerns over the arbitrary decision to excise 3000 residents from the City of Subiaco and seek their support to reject this Bill.

Please do not hesitate to contact me if you would like to discuss this further.

Yours sincerely



HEATHER HENDERSON  
MAYOR

### **Background:**

Council has received the above letter from the City of Subiaco requesting support from the Shire of Wickepin by writing to Councils local members expressing concern over the arbitrary decision to excise 3,000 residents from the City of Subiaco and seek their support to reject the Bill.

### **Comment:**

### **OVERVIEW OF THE BILL**

The *City of Perth Bill 2015* recognises Perth as the capital of Western Australia and the special significance of the role and responsibilities of the City of Perth that flow from Perth's status as a capital.

The key provisions:

- provide for the continuation of the City of Perth and set out the objects of the City of Perth;
- set out the constitution of the City of Perth Council and specify the roles and responsibilities of the City of Perth Lord Mayor and councillors;
- establish a City of Perth Committee with functions that include the facilitation of collaboration between the State and the City of Perth, and set out its membership;
- specify the boundaries of the enlarged City of Perth, including the University of Western Australia, Kings Park, the Queen Elizabeth II Medical Centre and the new Perth Children's Hospital (to take effect on 1 July 2016);
- provide for the election of the Lord Mayor;

- set out a change to the duration of enrolment of a non-residential occupier elector and provide for a penalty for failing to inform the City of Perth of a change in non-residential elector enrolment eligibility;
- sets out transitional provisions necessary including the capacity to make regulations for the purpose of dealing with a transitional matter, and providing the City of Subiaco with the ability to undertake a review of its ward boundaries and councillor numbers prior to the boundary change coming into effect;
- repeal the *City of Perth Restructuring Act 1993*; and
- make consequential amendments to other legislation including the *Botanic Gardens and Parks Authority Act 1998*, the *Local Government Act 1960 Part VIA* and the *Local Government Act 1995*.

Below is an Extract from *Hansard* Tuesday, 24 November 2015] p8701e-8702a

### **CITY OF PERTH BILL 2015**

#### *Receipt and First Reading*

*Bill received from the Assembly; and, on motion by **Hon Helen Morton (Minister for Mental Health)**, read a first time.*

#### *Second Reading*

**HON HELEN MORTON (East Metropolitan — Minister for Mental Health) [2.06 pm]:** I move —

*That the bill be now read a second time.*

*An important focus of this Liberal–National government is the ongoing growth and development of Perth as the capital of Western Australia. This government envisions Perth as a thriving centre of business and as a focal point for all Western Australians, while maintaining and strengthening its local, national and international reputation as an innovative, sustainable and vibrant global city. The Elizabeth Quay development is just one practical example of how the state government is advancing this. Perth is the only mainland state capital that does not have capital city legislation. This bill, once enacted, will give Perth the special status it deserves as Western Australia’s capital and will highlight the special roles and responsibilities of the City of Perth that flow from this. This bill contains a number of provisions to enhance the City of Perth’s status and the role it plays representing the broader metropolitan Perth area. Key among these are: providing for the objects of the City of Perth; setting out the constitution of the City of Perth Council, recognising the unique roles and responsibilities of the City of Perth Lord Mayor and councillors; establishing a City of Perth Committee as a means of facilitating collaboration between the state and the City of Perth; and specifying the boundaries of the enlarged City of Perth to include the University of Western Australia, Kings Park, the Queen Elizabeth II Medical Centre and the new Perth Children’s Hospital. The bill sets out 10 objects of the City of Perth. These objects outline the responsibilities that should guide the City of Perth in its actions and decision-making. The objects recognise that those with a stake in the city include the thousands who visit the city on a daily, weekly or an ad hoc basis. This may be to work, to shop or for restaurant and entertainment services. Some are tourists, but many others are Western Australians who reside in other districts. The council will continue to comprise eight councillors, plus a popularly elected Lord Mayor. It will continue to be a district without wards. The roles and responsibilities of the City of Perth’s Lord Mayor and councillors have, however, been enhanced. The bill recognises the Lord Mayor’s role as an ambassador for the City of Perth. The Lord Mayor’s role to develop and maintain intergovernmental relationships at regional, state, national and international levels is also highlighted. In addition to the general roles and responsibilities set out in the Local Government Act 1995, the councillors, including the Lord Mayor, must have regard to the objects of the City of Perth in making decisions and taking actions. A City of Perth Committee will be established. Membership of this committee will include the Premier, the Minister for Local Government, the Lord Mayor, the deputy mayor and the chief executive officer of the City of Perth. The Premier or his nominee will be the chair of that committee. Ministers, parliamentary secretaries and other members of Parliament may be invited to attend when discussions are relevant to their portfolio or area of responsibility. The*

*committee will be an advisory body that will facilitate collaboration between the state and the City of Perth to further the objects of the bill. The committee will identify and promote opportunities and strategies for strengthening the economic, cultural, social, physical and environmental development and growth of the Perth central business district and other residential and non-residential areas of the City of Perth. It will meet at least twice a year and will play a role in promoting greater collaboration on issues and projects of interest to both. The role and functions of the committee will be conducted in the context of state government planning, transport and other priorities. This bill sets out the boundaries to the City of Perth to come into effect on 1 July 2016. We currently have the ludicrous situation in which our oldest and most prestigious university is divided between three local government districts and the Queen Elizabeth II Medical Centre between two. The new boundaries will correct this and will include the key icons of the University of Western Australia, Kings Park, the Queen Elizabeth II Medical Centre and Perth Children's Hospital. These will provide an educational, health and recreational focus and will underpin the objects of the city. The operations of Kings Park will not be affected, with the Botanic Gardens and Parks Authority continuing to have authority over the park. The bill provides that the district of Perth cannot be abolished, it cannot be divided into wards and the boundaries cannot be changed without legislative change being made by Parliament. The City of Perth will be able to use the process within the Local Government Act to make changes to councillor numbers in the future. The proposed City of Perth act will sit alongside the Local Government Act, the provisions of which will apply when they do not conflict with a provision of the proposed City of Perth act. A number of provisions will assist in the transition following the passage of the bill. The City of Subiaco will be able to conduct a review of its ward structure and councillor numbers prior to 1 July 2016. Under the current legislative provisions, the City of Subiaco would not be able to undertake the review until after the new boundaries come into effect. The City of Perth Restructuring Act 1993 is no longer relevant and will be repealed. A provision relating to the City of Perth superannuation scheme has been included in this bill to preserve the rights of City of Perth superannuation scheme members. The bill provides that regulations may be made where necessary or convenient for achieving the objects and giving effect to the purpose of this bill. This includes regulations that deal with transitional matters. This bill not only gives Perth the recognition it deserves, but also provides an important mechanism for the state and the City of Perth to work together to support the growth and development of this great capital city of Western Australia. Importantly, this bill also amends the Local Government Act 1995 to provide for greater transparency and accountability of local government elected members to the community. All elected members will be required to disclose gifts and travel within 10 days of receipt, rather than on an annual basis as is currently the case. These disclosures are to be published on the local government's website so residents and ratepayers have better access to this information. This brings local governments into the modern age, both in the use of technology to make information more readily available and in meeting consumer expectations. Pursuant to standing order 126(1), I advise that this bill is not a uniform legislation bill. It does not ratify or give effect to an intergovernmental or multilateral agreement to which the government of the state is a party; nor does this bill, by reason of its subject matter, introduce a uniform scheme or uniform laws throughout the commonwealth. I commend this bill to the house and table the explanatory memorandum.*

This matter does not specifically affect the Shire of Wickepin directly as the Bill only deals with the Boundaries of the City of Perth and their adjoining neighbours.

It does affect Local Government overall as it shows that the State Government can change boundaries through acts of Parliament such as the *City of Perth Bill 2015*

**Statutory Environment:** *City of Perth Bill 2015, Local government Act 1995*

**Financial Implications:** Nil

**Policy Implications:** Nil

**Strategic Implications:** Nil

**Summary:**

Council is being requested to support the City of Subiaco in its objections to the *City of Perth Bill 2015* by writing to all its local members expressing concern over the arbitrary decision to excise 3000 residents from the City of Subiaco and seek their support to reject the Bill.

**Recommendation:**

That Council writes to all its local members expressing concern over the arbitrary decision to excise 3,000 residents from the City of Subiaco and seek support to reject the *City of Perth Bill 2015*.

**Voting Requirements:** Simple majority

5.25pm – Cr Steve Martin entered the Chambers.

## Governance and Community Services

**10.2.05 – Long Term Financial Plan 2015-2025**

<b>Submission To:</b>	Ordinary Council
<b>Location / Address:</b>	Whole Shire
<b>Name of Applicant:</b>	Mark J Hook, Chief Executive Officer
<b>File Reference:</b>	1207
<b>Author:</b>	Mark J Hook, Chief Executive Officer
<b>Disclosure of any Interest:</b>	Nil
<b>Date of Report:</b>	18 January 2016

**Enclosure / Attachment:** Long Term Financial Plan 2015-2025

**Background:**

The Attached LTFP was presented to Council on the 16<sup>th</sup> December 2015 where the following resolution of Council was passed:

**Resolution No 161215-11****Moved Cr Martin / Seconded Cr Allan**

That the Long Term Financial Plan as presented for the period 2015 to 2025 lay on the table for the CEO to review.

**Carried 8/0**

The Chief Executive Officer has fully reviewed the Long Term Financial Plan 2015/2025 and has ensured it is aligned to the Annual Rate increase of only 4% per annum as requested by Council.

The Shire of Wickepin's Long Term Financial Plan details what the Shire proposes to do over the next ten (10) years, including the period 1 July 2015 to 30 June 2025, as a means of ensuring the Shire's financial sustainability. The LTFP has been prepared in the format prescribed by the Department of Local Government and is aligned to other core planning documents by which the Shire is accountable to the community including the Strategic Community Plan and the Shire's Corporate Business Plan. Information contained in other strategic plans including the Forward Capital Works Plan and Workforce Plan have been utilised in the preparation of the LTFP. The LTFP is a dynamic tool which analyses financial trends over a ten year period on a range of assumptions and provides the Shire with information to assess resourcing requirements to achieve its strategic objectives and to assist the Shire to ensure its future financial sustainability. The LTFP covers the period 2014-15 to 2024-25. We believe there is a high level of accuracy and detail in the first three (3) years of the LTFP but this is underpinned by a number of assumptions. The remaining seven (7) years of the LTFP are shown as an overview and based on key growth and event assumptions.

**Comment:**

The Long Term Financial Plan has been reviewed and the data used in the plan are from the 2014/2015 financial years. Council should adopt this Long Term Financial Plan and use the next two year to update the plan in line with reviewed Asset management Plans, Strategic community plan, Workforce Plan and the reviewed Forward capital works plan.

Long term financial planning is a key element of the Integrated Planning and Reporting Framework. It enables local governments to set priorities, based on their resourcing capabilities, for the delivery of short, medium and long term community priorities. The Long Term Financial Plan (LTFP) is a ten year rolling plan that informs the Corporate Business Plan to activate Strategic Community Plan priorities. From these planning processes, Annual Budgets that are aligned with strategic objectives can be developed. The LTFP indicates a local government's

long term financial sustainability, allows early identification of financial issues and their longer term impacts, shows the linkages between specific plans and strategies, and enhances the transparency and accountability of the Council to the community.

The following figure illustrates how the LTFP informs the Integrated Planning and Reporting Framework:



Long term financial planning is the mechanism that enables local governments to determine their capability to sustainably deliver the assets and services required by the community. It allows the local government to set priorities, within its resourcing capabilities, to deliver short, medium and long term community priorities.

This LTFP has been reviewed in consultation with Councils Asset Management Plans, Work Force Plan and the Shire of Wickepin's Corporate Business Plan for 2015 to 2020.

#### Statutory Environment:

##### 5.56. *Planning for the future*

- (1) A local government is to plan for the future of the district.
- (2) A local government is to ensure that plans made under subsection (1) are in accordance with any regulations made about planning for the future of the district.

*[Section 5.56 inserted by No. 49 of 2004 s. 42(6).]*

**19DA. Corporate business plans, requirements for (Act s. 5.56)**

- (1) A local government is to ensure that a corporate business plan is made for its district in accordance with this regulation in respect of each financial year after the financial year ending 30 June 2013.
- (2) A corporate business plan for a district is to cover the period specified in the plan, which is to be at least 4 financial years.
- (3) A corporate business plan for a district is to —
  - (a) set out, consistently with any relevant priorities set out in the strategic community plan for the district, a local government's priorities for dealing with the objectives and aspirations of the community in the district; and
  - (b) govern a local government's internal business planning by expressing a local government's priorities by reference to operations that are within the capacity of the local government's resources; and
  - (c) develop and integrate matters relating to resources, including asset management, workforce planning and long-term financial planning.
- (4) A local government is to review the current corporate business plan for its district every year.
- (5) A local government may modify a corporate business plan, including extending the period the plan is made in respect of and modifying the plan if required because of modification of the local government's strategic community plan.
- (6) A council is to consider a corporate business plan, or modifications of such a plan, submitted to it and is to determine\* whether or not to adopt the plan or the modifications.  
\*Absolute majority required.
- (7) If a corporate business plan is, or modifications of a corporate business plan are, adopted by the council, the plan or modified plan applies to the district for the period specified in the plan.

*[Regulation 19DA inserted in Gazette 26 Aug 2011 p. 3484-5.]*

**Policy Implications:** Nil

**Financial Implications:**

Review of the LTFP will occur each year as budgets are prepared to account for performance information and changing circumstances

**Strategic Implications:** Nil

**Summary:**

Council is being requested to adopt the Long Term Financial Plan as presented for the period 2015 to 2025.

**Recommendation:**

That the Shire of Wickepin adopts the Long Term Financial Plan as presented for the period 2015 to 2025.

**Voting Requirements:** Absolute Majority



**Resolution No 170216-09****Moved Cr Martin / Seconded Cr Allan**

That the Shire of Wickepin adopts the Long Term Financial Plan as presented for the period 2015 to 2025 with the following changes:

- *Page 10 – Forecast 2019-20 be amended from 2016 to 2.16.*
- *Page 11 – Operating Surplus Ratio's be checked and amended if necessary.*

**Carried 8/0**

*The resolution differed to the officer's recommendation as Council noted the following changes to be made to the Long Term Financial Plan:*

- *Page 10 – Forecast 2019-20 be amended from 2016 to 2.16.*
- *Page 11 – Operating Surplus Ratio's be checked and amended if necessary.*

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Governance, Audit and Community Services

## 10.2.06 – Town Planning Scheme No. 4 Amendment No. 1

<b>Submission To:</b>	Ordinary Council
<b>Location / Address:</b>	Whole Shire
<b>Name of Applicant:</b>	Mark J Hook, Chief Executive Officer
<b>File Reference:</b>	1711
<b>Author:</b>	Mark J Hook, Chief Executive Officer
<b>Disclosure of any Interest:</b>	Nil
<b>Date of Report:</b>	8 February 2016

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### Enclosure / Attachment:

1. Amended TPS 4 with track changes
2. Resolution Deciding To Amend Local Planning Scheme Shire of Wickepin Town Planning Scheme No. 4 Amendment No. 1

### Background:

Section 256 of the Planning and Development Act provides for the Minister for planning to make regulations in regard to planning schemes. The *Planning and Development (Local Planning Schemes) Regulations 2015* (the regulations) came into effect on 19 October 2015. They replace the *Town Planning Regulations 1967* and associated Model Scheme Text (MST). The new regulations are a major part of the planning reform agenda being undertaken by the current State Government.

The regulations consist of three elements being:

- Regulations that govern the preparation and amendment of local planning strategies and schemes, and the review of local planning schemes;
- Model Scheme Provisions (Schedule 1) that should be followed in all local planning schemes; and
- Deemed Provisions (Schedule 2) that automatically apply in every operational local planning scheme in Western Australia.

### Local Planning Strategies and Schemes

The processes for adopting local planning strategies and schemes are consistent with those contained in the previous regulations.

### Scheme amendments

The regulations introduce a track based approach to local planning scheme amendments that enables amendments to be classified as either a basic, standard or complex amendment.

The amendment types are defined in Regulation 34, and can be summarised as follows:

Basic: an amendment of an administrative nature including:

- correction of an administrative error
- incorporating model provisions
- compliance with the deemed provisions
- compliance with an Act or State Planning Policy
- zoning of land that is consistent with an approved structure plan, where the zones exist within the schemes

Standard: an amendment that is:

- consistent with a zone or reserve
- consistent with a local planning strategy
- consistent with a structure plan but the zones do not exist within the scheme
- considered to have minimal impact on surrounding land
- not basic or complex

Complex: an amendment that is:

- not consistent with a local planning strategy
- not addressed in a local planning strategy
- to be made at the direction of the Minister
- for a development contribution area or development contribution plan
- of a scale that is significant relative to development in the locality

The classification of an amendment in turn influences the consultation requirements and timeframes in which the amendment must be dealt with. The public consultation requirements have been amended, in addition to timeframes now being imposed on both the local government and WAPC for processing of the amendment, as outlined in the table below:

<b>Scheme Amendment type</b>	<b>Advertising</b>	<b>Local government consideration period (post advertising)</b>	<b>WAPC timeframe to make recommendation to Minister</b>
Basic	No advertising required Amendment to be provided to WAPC within 21 days of Council resolution to prepare or adopt	N/A	42 days
Standard	42 days	60 days post end date of submission period	60 days
Complex	60 days *WAPC approval required prior to advertising	90 days post end date of submission period	90 days

A local government can apply to the WAPC for an extension of the consideration period. The WAPC can extend their timeframe to make a recommendation to the Minister subject to the approval of the Minister or an authorised person. There are no timeframes imposed on the Minister to make a decision.

A Council resolution will still be required to prepare or adopt a scheme amendment and the resolution will need to specify the classification of the amendment and an explanation as to why the amendment type is appropriate.

The model provisions are to be used when new planning schemes are being prepared. They contain the scheme provisions in regard to matters such as the zones and reserves, objectives, land use permissibility, development standards and special control areas. The model provisions can be varied, subject to the approval of the Minister.

Section 257B of the Planning and Development Act 2005 provides the ability for deemed provisions to be enforced as part of each local planning scheme to which they apply.

From the 19 October 2015, the deemed provisions contain in Schedule 2 of the regulations, form part of the Shire of Wickepin Town Planning Scheme No 4. Where there is a conflict or inconsistency between the provisions of

Town Planning Scheme No 4 and the deemed provisions, the deemed provisions prevail. The Shire is required to comply with, and where appropriate, enforce the deemed provisions, as they form part of the Scheme. .

The deemed provisions deal primarily with administrative matters of the scheme, including information to be submitted with a development application, advertising of applications, matters to be considered when determining applications and the determination of development applications.

The deemed provisions do also detail when development approval is not required (exempt development).

The deemed provisions cannot be varied. Supplemental provisions can be approved by the Minister, including additional exemptions from development approval.

Amendment No. 1 proposes to delete provisions which are inconsistent with the prevailing deemed provisions and amend others to ensure consistency with the deemed provisions.

In respect to Amendment No. 1 it is recommended that it be classified by Council as a basic amendment pursuant to Regulation 34 (c), given that it proposes to delete provisions of the Scheme which have been superseded by the deemed provisions.

In respect to the form which Council's resolution to prepare the amendment must take, new regulation 35 (1) requires that this be in a form approved by the WAPC.

The next step in the procedure for a basic amendment requires:

- the amendment to be forwarded to the WAPC within 21 days of passing of the resolution to prepare the amendment;
- the amendment to be referred to the Environmental Protection Authority to determine whether it needs to be assessed under the Environmental Protection Act;

**Comment:**

The *Planning and Development (Local Planning Schemes) Regulations 2015* (the Regulations) were gazetted on 25 August 2015 and became operational on 19 October 2015. The Regulations are a significant part of Western Australia's planning reform agenda, affecting arrangements for local planning strategies, schemes and amendments. The Regulations include 'deemed' provisions that applied automatically to all schemes when the Regulations came into operation. Where there is inconsistency between a scheme provision and the deemed provisions, the deemed provisions will prevail over existing clauses in the scheme, such that inconsistent provisions have no effect. The deemed provisions relate to structure plans, exempt development, information to be submitted with an application, matters to be considered when assessing an application and the form for determining an application. As parts of schemes have been 'overtaken' by the deemed provisions, local governments may elect to amend their scheme to remove redundant clauses and inconsistent provisions. These types of amendments would be considered 'basic' under the Regulations, and would not require advertising.

The Chief Executive Officer has been working with the Department of Planning to have these regulations updated in the Shire of Wickepin Town Planning Scheme No 4 and has produced an amended Scheme and basic amendment document for Council's consideration.

Once Council passes the proposed resolution, the next step is to send it to the EPA. The amendment is then sent to the WAPC concurrently. The EPA will send a copy of their decision on the amendment, and then the Department of Planning we will prepare the report to the WAPC and subsequently the Minister for Planning.

**Statutory Environment:**

*Planning and Development (Local Planning Schemes) Regulations 2015*

*Planning and Development Act 2005*

**Financial Implications:** Nil

**Policy Implications:** Nil

**Strategic Implications:** Nil

**Summary:**

To consider proposed Amendment No. 1 to Shire of Wickepin Town Planning Scheme No. 4 to align the scheme with the deemed provisions contained in Schedule 2 of the Planning and Development (Local Planning Schemes) Regulations 2015 (the regulations) and to provide an overview of the regulations.

**Recommendation:**

That Council:-

1. pursuant to Section 75 of the Planning and Development Act 2005, amend Shire of Wickepin Planning Scheme No. 4 by:

Deleting the following clauses from the Scheme Text, as they have been superseded by the deemed provisions set out in the *Planning and Development (Local Planning Scheme) Regulations 2015* Schedule 2:

- Parts 2, 7, 8, 9, 10 and 11 in their entirety;
- Clause 5.15; 5.16.1; 5.21.1(c); 5.21.1(d); 5.22.2; and 6.1.5 in their entirety;
- Schedules 6; 7; 8; 9 in their entirety;
- Table 1 - Zoning Table Special Use and Development Zone columns;

Removing the following clauses from the Scheme Text and inserting them into Schedule A – Supplemental Provisions:

- Clause 8.2 (b)(v), (b)(vi), (b)(vii), (b)(viii), (b)(ix), (c), (f), (g), (h), (i), (j)

Inserting the following provisions into Schedule A – Supplemental Provisions:

- the erection or extension of a single house on a lot if a single house is a permitted (“P”) use in the zone (where the R Codes do not apply) in which that lot is located, where the development standards set out in the scheme for that particular zone (including boundary setbacks) are satisfied, unless the development is located in a place that is:
  - entered in the Register of Heritage Places under the Heritage of Western Australia Act 1990; or
  - the subject of an order under Part 6 of the Heritage of Western Australia Act 1990; or
  - included on a heritage list prepared in accordance with this Scheme; or
  - within an area designated under the Scheme as a heritage area; or
  - the subject of a heritage agreement entered into under the Heritage of Western Australia Act 1990 section 29;

- the erection or extension of an outbuilding, external fixture, boundary wall or fence, patio, pergola, veranda, garage, carport or swimming pool on the same lot as a single house if a single house is a permitted ("P") in the zone (where the R Codes do not apply) where the development standards set out in the scheme for that particular zone (including boundary setbacks) are satisfied, unless the development is located in a place that is:
  - entered in the Register of Heritage Places under the *Heritage of Western Australia Act 1990*;  
or
  - the subject of an order under Part 6 of the *Heritage of Western Australia Act 1990*; or
  - included on a heritage list prepared in accordance with this Scheme; or
  - within an area designated under the Scheme as a heritage area; or
  - the subject of a heritage agreement entered into under the *Heritage of Western Australia Act 1990* section 29;

Delete the following definitions from Schedule 1, as they have been superseded by the definitions in the deemed provisions set out in the *Planning and Development (Local Planning Scheme) Regulations 2015* Schedule 2:

- advertisement; amenity; cultural heritage significance; local government; local planning strategy; owner; premises; region scheme; substantially commenced; zone;

Amend the following clauses by removing the cross reference to the clause deleted by the amendment and replace them with cross reference to deemed provisions set out in the *Planning and Development (Local Planning Scheme) Regulations 2015* Schedule 2:

- Clause 3.4.1, 3.4.2 (a); 4.3.2 'A'; 4.3.3 (Note 3.); 4.8 (c); 4.9.2; 5.4.2; 5.5.2 (a), 5.5.3 (a); 5.10; 5.22.1 (b); 6.1.7;

Delete reference to the following terms and replace them with the corresponding term throughout the scheme:

- 'consent' replaced with 'approval';
- 'planning approval' replaced with 'development approval';
- 'outline development plan' replaced with 'structure plan';
- 'council' replaced with 'local government';
- 'Town Planning Regulations 1967' replaced with 'Planning and Development (Local Planning Schemes) Regulations 2015';

Additional amendments to scheme provisions as follows:

- Insert reference to the deemed provisions and supplemental provisions in Part 1.4;
- Insert Clause 18(7) of the model provisions to ensure guidance is provided for when considering applications within a special development zone;
- Delete the words "Council will require an outline development plan" and insert "A structure plan is" at the beginning of clause 5.10;
- Delete "Council" and replace with "the Commission" in clause 5.22.1(b);
- Insert 'transportable structure/buildings' use class into the Zoning Table after 'trade display' as follows:

LANDUSE	Town Centre	Rural Townsite	Residential	Rural Residential	General Agriculture	Industry
Transportable structure/buildings	D	D	D	D	D	X

Inserting reference to the deemed provisions in the preamble to the Scheme.

Re-number the remaining scheme provisions and schedules sequentially and update any cross referencing to the new clause numbers as required.

2. resolves, pursuant to the Regulation 35(2) of the Planning and Development (Local Planning Schemes) Regulations 2015 (the Regulations), that Amendment 1 is a basic amendment in accordance with r.34(c) of the Regulations as it proposes to amend the Scheme text to delete provisions that have been superseded by the deemed provisions in Schedule 2 of the Regulations;
3. authorise Council officers to prepare the scheme amendment documentation.
4. authorise the affixing of the common seal to and endorse the signing of the amendment documentation.
5. pursuant to Section 81 of the Planning and Development Act 2005, refers Amendment 1 to the Environmental Protection Authority;  
pursuant to Regulation 58 of the Regulations, provides Amendment 1 to the Western Australian Planning Commission.

**Voting Requirements:** Absolute majority

## Resolution No 170216-10

### Moved Cr Martin / Seconded Cr Lang

That Council:-

1. pursuant to Section 75 of the Planning and Development Act 2005, amend Shire of Wickepin Planning Scheme No. 4 by:

Deleting the following clauses from the Scheme Text, as they have been superseded by the deemed provisions set out in the *Planning and Development (Local Planning Scheme) Regulations 2015* Schedule 2:

- Parts 2, 7, 8, 9, 10 and 11 in their entirety;
- Clause 5.15; 5.16.1; 5.21.1(c); 5.21.1(d); 5.22.2; and 6.1.5 in their entirety;
- Schedules 6; 7; 8; 9 in their entirety;
- Table 1 - Zoning Table Special Use and Development Zone columns;

Removing the following clauses from the Scheme Text and inserting them into Schedule A – Supplemental Provisions:

- Clause 8.2 (b)(v), (b)(vi), (b)(vii), (b)(viii), (b)(ix), (c), (f), (g), (h), (i), (j)

Inserting the following provisions into Schedule A – Supplemental Provisions:

- the erection or extension of a single house on a lot if a single house is a permitted (“P”) use in the zone (where the R Codes do not apply) in which that lot is located, where the development standards set out in the scheme for that particular zone (including boundary setbacks) are satisfied, unless the development is located in a place that is:
  - entered in the Register of Heritage Places under the Heritage of Western Australia Act 1990; or
  - the subject of an order under Part 6 of the Heritage of Western Australia Act 1990; or
  - included on a heritage list prepared in accordance with this Scheme; or
  - within an area designated under the Scheme as a heritage area; or
  - the subject of a heritage agreement entered into under the Heritage of Western Australia Act 1990 section 29;
- the erection or extension of an outbuilding, external fixture, boundary wall or fence, patio, pergola, veranda, garage, carport or swimming pool on the same lot as a single house if a single house is a permitted (“P”) in the zone (where the R Codes do not apply) where the development standards set out in the scheme for that particular zone (including boundary setbacks) are satisfied, unless the development is located in a place that is:
  - entered in the Register of Heritage Places under the *Heritage of Western Australia Act 1990*; or
  - the subject of an order under Part 6 of the *Heritage of Western Australia Act 1990*; or
  - included on a heritage list prepared in accordance with this Scheme; or
  - within an area designated under the Scheme as a heritage area; or
  - the subject of a heritage agreement entered into under the *Heritage of Western Australia Act 1990* section 29;



Delete the following definitions from Schedule 1, as they have been superseded by the definitions in the deemed provisions set out in the *Planning and Development (Local Planning Scheme) Regulations 2015* Schedule 2:

- advertisement; amenity; cultural heritage significance; local government; local planning strategy; owner; premises; region scheme; substantially commenced; zone;

Amend the following clauses by removing the cross reference to the clause deleted by the amendment and replace them with cross reference to deemed provisions set out in the *Planning and Development (Local Planning Scheme) Regulations 2015* Schedule 2:

- Clause 3.4.1, 3.4.2 (a); 4.3.2 'A'; 4.3.3 (Note 3.); 4.8 (c); 4.9.2; 5.4.2; 5.5.2 (a), 5.5.3 (a); 5.10; 5.22.1 (b); 6.1.7;

Delete reference to the following terms and replace them with the corresponding term throughout the scheme:

- 'consent' replaced with 'approval';
- 'planning approval' replaced with 'development approval';
- 'outline development plan' replaced with 'structure plan';
- 'council' replaced with 'local government';
- 'Town Planning Regulations 1967' replaced with 'Planning and Development (Local Planning Schemes) Regulations 2015';

Additional amendments to scheme provisions as follows:

- Insert reference to the deemed provisions and supplemental provisions in Part 1.4;
- Insert Clause 18(7) of the model provisions to ensure guidance is provided for when considering applications within a special development zone;
- Delete the words "Council will require an outline development plan" and insert "A structure plan is" at the beginning of clause 5.10;
- Delete "Council" and replace with "the Commission" in clause 5.22.1(b);
- Insert 'transportable structure/buildings' use class into the Zoning Table after 'trade display' as follows:

LANDUSE	Town Centre	Rural Townsite	Residential	Rural Residential	General Agriculture	Industry
Transportable structure/buildings	D	D	D	D	D	X

Inserting reference to the deemed provisions in the preamble to the Scheme.

Renumber the remaining scheme provisions and schedules sequentially and update any cross referencing to the new clause numbers as required.

2. resolves, pursuant to the Regulation 35(2) of the Planning and Development (Local Planning Schemes) Regulations 2015 (the Regulations), that Amendment 1 is a basic amendment in accordance with r.34(c) of the Regulations as it proposes to amend the Scheme text to delete provisions that have been superseded by the deemed provisions in Schedule 2 of the Regulations;
3. authorise Council officers to prepare the scheme amendment documentation.
4. authorise the affixing of the common seal to and endorse the signing of the amendment documentation.
5. pursuant to Section 81 of the Planning and Development Act 2005, refers Amendment 1 to the Environmental Protection Authority;  
pursuant to Regulation 58 of the Regulations, provides Amendment 1 to the Western Australian Planning Commission.

**Carried 8/0**

5.37pm – Cr Fran Allan departed the chambers due to declaring a financial interest; Treasurer of the Lake Yealering Bowling Club.

Governance, Audit & Community Services

## **10.2.07 – Tender 5 - 2015/2016 Supply & Installation of Synthetic Bowling Green Lake Yealering Bowling Club**

<b>Submission To:</b>	Ordinary Council
<b>Location / Address:</b>	Whole Shire
<b>Name of Applicant:</b>	Mark J Hook Chief Executive Officer
<b>File Reference:</b>	Tenders
<b>Author:</b>	Mark J Hook Chief Executive Officer
<b>Disclosure of any Interest:</b>	Nil
<b>Date of Report:</b>	8 February 2016

**Enclosure / Attachment:** RFT Number 05 – 2015/16

### **Background:**

With the Shire of Wickepin receiving the funding from the Community Sport and Recreation Facilities grant for 2015/2016 the Shire of Wickepin was in a position to call tenders for the replacement of the Lake Yealering Bowling Club grass greens with synthetic greens.

Council requested Tenders for the Supply and installation of synthetic bowling green at the Lake Yealering Bowling Club.

**Shire of Wickepin  
REQUEST FOR TENDER  
SUPPLY & INSTALLATION OF SYNTHETIC BOWLING GREEN  
TENDER NUMBER: 05 – 2015/16**

**Description:**

*Supply and installation of one synthetic bowling green at the Lake Yealering Bowling Club.*

**Tender Enquiries:**

*A copy of the Tender Specifications and Conditions of Tender can be obtained either from the Shire's Customer Service counter at 77 Wogolin Road Wickepin or by contacting the Executive Support Officer, Leah Pearson on 9888 1005 or at [eso@wickepin.wa.gov.au](mailto:eso@wickepin.wa.gov.au).*

**Lodgement:**

*Tenders are to be submitted in a sealed, clearly endorsed envelope with the tenders details and Tender number 05-2015/16.*

*Tenders will close at 4.00pm Friday 5 February 2016 and addressed to the Chief Executive Officer PO Box 19 Wickepin WA 6370 or delivered to the Council Tender box at the Shire of Wickepin Administration Centre 77 Wogolin Road Wickepin and duly marked with the relevant Tender number.*

*Canvassing of Elected Members, Officers or their Representatives will automatically disqualify.*

**The lowest or any tender will not necessarily be accepted.**

**Comment:**

Council requested Tenders for the Supply and installation of synthetic bowling green at the Lake Yealering Bowling Club with the Tenders closing at 4.00pm Friday 5<sup>th</sup> January 2016.

At the close of Tenders Council received Tenders from 5 Companies. All off the tenders received were compliant with Councils Request for Tender 05 – 2015/2016.

<b>SHIRE OF WICKEPIN - Tenders Received</b>		
<b>Tender 05- 2015/2016 Supply &amp; Installation of Synthetic Bowling</b>		
<b>Green Lake Yealering Bowling Club</b>		
<b>TASK</b>	<b>AMOUNT</b>	<b>WARRANTY YEARS</b>
<b>Berry Bowling Systems</b>		
<b>Option One – Super Grass Pro Master Super</b>		<b>5</b>
Preliminaries	6,000	
Drainage and Sprinkler System	18,000	
Base Levelling	62,052	
Surface	87,826	
<b>TOTAL LUMP SUM PRICE (EX GST)</b>	<b>173,878</b>	
<b>TOTAL GST COMPONENT</b>	<b>17,387</b>	
<b>TOTAL LUMP SUM PRICE (INC GST)</b>	<b>191,265</b>	
<b>Option Two – Super Grass Pro Master Super Cushion</b>		
		<b>7</b>
Preliminaries	6,000	
Drainage and Sprinkler System	18,000	
Base Levelling	62,052	
Surface	92,005	
<b>TOTAL LUMP SUM PRICE (EX GST)</b>	<b>178,057</b>	
<b>TOTAL GST COMPONENT</b>	<b>17,805</b>	
<b>TOTAL LUMP SUM PRICE (INC GST)</b>	<b>195,862</b>	
<b>Evergreen – Ultra Plus</b>		
		<b>7</b>
Preliminaries	12,162	
Sprinkler Irrigation System	12,309	
Base and Drainage	73,095	
Surface	87,406	
<b>TOTAL LUMP SUM PRICE (EX GST)</b>	<b>184,972</b>	
<b>TOTAL GST COMPONENT</b>	<b>18,497</b>	
<b>TOTAL LUMP SUM PRICE (INC GST)</b>	<b>203,469</b>	
<b>Tiger Turf – Super Green Two</b>		
		<b>7</b>
Preliminaries	9,364	

Drainage Sprinkler irrigation system	36,640	
Base	80,268	
Levelling	20,588	
Surface	52,940	
<b>TOTAL LUMP SUM PRICE (EXC GST)</b>	<b>199,800</b>	
<b>TOTAL GST COMPONENT</b>	<b>19,980</b>	
<b>TOTAL LUMP SUM PRICE (INC GST)</b>	<b>219,780</b>	
<b>Sports Base Construction True Draw 2000</b>	<b>Carpet</b>	<b>5 Pro Rata</b>
Preliminaries	13,640	
Drainage – Irrigation not required	7,306	
Levelling	51,466	
Surface	136,106	
Vacuum Cleaner	1,650	
<b>TOTAL LUMP SUM PRICE (EX GST)</b>	<b>210,168</b>	
<b>TOTAL GST COMPONENT</b>	<b>21,016.80</b>	
<b>TOTAL LUMP SUM PRICE (INC GST)</b>	<b>231,184.80</b>	
<b>Green Planet Grass – Dry Max Pro</b>		<b>7</b>
Preliminaries	8,100	
Drainage & Sprinkler irrigation system	18,492	
Base and Levelling	72,693	
Surface	108,615	
<b>TOTAL LUMP SUM PRICE (EX GST)</b>	<b>207,900</b>	
<b>TOTAL GST COMPONENT</b>	<b>20,790</b>	
<b>TOTAL LUMP SUM PRICE (INC GST)</b>	<b>228,690</b>	

The tenders received have been scored against the criteria and the summaries of tenders received are as follows:

SHIRE OF WICKEPIN SUPPLY AND INSTALL SYNTHETIC BOWLING GREEN TENDER EVALUATION 05-2015/2016													
CRITERION	A		B		C		D		E		TOTAL SCORE		Ranking
	Relevant Experience & Reputation		Price		Tenderers Resources & Availability		Warranty Period		Contract Terms				
	Outcomes of similar work Details Similar Work		Completion of Price Schedule		plant, equipment & materials		Years of warranty		Terms of Contract				
	Type of surface		Price for all options		contingency measures/backup resources		Remedy for Warranty failures		Payment schedule				
	Details of issues and how managed		Price		availability								
	Sound judgement and discretion												
	Demonstrate competency												
	References												
	weighting	50%	weighting	30%	weighting	10%	weighting	5%	weighting	5%			
TENDERER	raw score	weighted score	raw score	weighted score	raw score	weighted score	raw score	weighted score	raw score	weighted score	raw score	weighted score	
Berry Bowling Sysytems - Option One	4.0	40.0	4.0	24.0	4.0	8.0	3.0	3.0	3.0	3.0	18.00	78.00	<b>4</b>
Berry Bowling Sysytems - Option Two	4.0	40.0	5.0	30.0	4.0	8.0	4.0	4.0	3.0	3.0	20.00	85.00	<b>2</b>
Evergreen	5.0	50.0	4.0	24.0	4.0	8.0	4.0	4.0	4.0	4.0	21.00	90.00	<b>1</b>
Tiger Turf	4.0	40.0	4.0	24.0	4.0	8.0	4.0	4.0	3.0	3.0	19.00	79.00	<b>3</b>
Sports Base Constructions PTY LTD	3.0	30.0	2.0	12.0	2.0	4.0	3.0	3.0	3.0	3.0	13.00	52.00	<b>6</b>
Green Planet Grass	4.0	40.0	3.0	18.0	4.0	8.0	4.0	4.0	3.0	3.0	18.00	73.00	<b>5</b>
	<b>Score</b>	<b>Description of Score</b>											
	0	Offer did not address the criterion											
	1	offer contained insufficient/unclear information											
	2	Acceptable offer											
	3	Good offer											
	4	Very Good offer											
	5	Excellent offer											

From this summary it can be seen that Evergreen were the highest scorer and hence it is recommended that they be awarded the contract.

The Chief Executive Officer has met with representatives of the Lake Yealering Bowling Club to discuss the tenders received with them and their preferred option is the Evergreen Synthetic Grass.

The Wickepin Bowling Greens were also installed by Evergreen and have been performing well over the last three years since their installation and have been commented on by many visitors to the club as one of the best synthetic greens they have played on.

Council's budget for the funding for the one synthetic green is:

• CSRFF Grant	\$56,298
• LYBC	\$52,313
• Shire of Wickepin	\$60,285
<b>TOTAL</b>	<b>\$168,896</b>

**The Actual CSRFF Grant Application was:**

CSRFF 1/3rd of maximum of 8 rinks	\$59,093
Shire of Wickepin	\$62,994
Lake Yealering Bowling Club	\$55,192
<b>TOTAL</b>	<b>177,279</b>

This would mean the breakdown will be:

• CSRFF Grant	\$59,093
• LYBC	\$59,093
• Shire of Wickepin	\$66,750
<b>TOTAL</b>	<b>\$184,936</b>

The following is an extract from the CSRFF grant application outlining the cost used for the budget figures:

<b>Project Description (detailed breakdown of project to be supplied)</b>	<b>\$ Cost ex GST</b>	<b>\$ Cost inc GST</b>	<b>Quote Used (list company name and quote no)</b>
<p><b>Base Construction</b> Using our own machinery- Dig out existing Bowling green grass 100mm.Dump within a 10km radius. Club to find site.</p> <p><b>Engineered Base: Supply</b> and install a 100mm blue metal (special blended mix), cement stabilized base. A final levelling layer will be hand screeded to ensure accurate matching with the plinths and to obtain a final flatness tolerance of 1mm under a 3m straight edge .Evergreens Cement stabilised base is guaranteed by a 5 year warranty Laser grade Subbase level for drainage supply and install 50mm and 100mm ag pipes Geo Fabric and 14mm blue metal vertical rammer all drainage outlets shape subbase for drainage specs.</p> <p><b>Surface</b> Supply and install <b>Evergreen Ultra Plus 12mm</b> on a 45 degree angle and secured to galvanised plinths. \$</p> <p>Freight of machinery, grass, cement, silica sand to site. Travel time, fuel, accommodation</p>	\$165,321	\$181,853	<b>Evergreen Synthetic Grass</b>
New reticulation	\$8,057	\$8,862	Narrogin Pumps
Install Reticulation	\$3,900	\$3,900	Shire of Wickepin
<b>Project Signage</b>			Allow \$1,500 ex GST if your project exceeds \$250,000
<b>Donated materials (Please provide cost breakdown)</b>			
<b>Volunteer Labour (Please provide cost breakdown)</b>			
<b>Sub Total</b>	\$177,279	\$194,616	
<b>Cost escalation</b>			<i>Please explain amount used</i>
<b>a) Total project expenditure</b>	<b>\$177,278</b>	<b>\$194,615</b>	



Below is the quotation used for the CSRFF Grant from Evergreen:



Established 1996

[www.evergreensyntheticgrass.com.au](http://www.evergreensyntheticgrass.com.au)

Email: evergreenwa@bigpond.com

23 Langar Way, Landsdale 6065 WA PHONE (08) 93032130 FAX (08) 93032129

01/09/15

Lake Yealering Bowling Club

We have pleasure in submitting our quotation for the supply and installation of an **EVERGREEN ULTRA PLUS** synthetic surface size 35.7 x 35.7m conforming to Bowls W.A for Pennant Play.

**Base Construction**

Using our own machinery- Dig out existing Bowling green grass 100mm. Dump within a 10km radius. Club to find site. \$ 4,500.00

Laser grade sub base level for drainage .Drainage;Supply and install 50mm and 100mm Ag pipes,Geo Fabric and 14mm Blue Metal.Vertical Rammer all Drainage outlets.Shape sub base for Drainage specs \$ 9,223.00

**Engineered Base** :Supply and install a 100mm blue metal( special blended mix) , cement stabilized base. A final levelling layer will be hand screeded to ensure accurate matching with the plinths and to obtain a final flatness tolerance of 1mm under a 3m straight edge .Evergreens Cement stabilised base is guaranteed by a 5 year warranty \$ 64,924.00

**Surface**

Supply and install **Evergreen Ultra Plus 12mm** on a 45 degree angle and secured to galvanised plinths. \$ 94,806.00

Freight of machinery, grass, cement , silica sand to site. Travel time, fuel, accommodation \$ 8,400.00

**TOTAL inc G.S.T \$181,853.00**

Yours Faithfully,

Nicola Frazer

The break down between the CSRFF Grant Application, Evergreen Quote and the Tender from Evergreen is as follows:

	CSRFF	Evergreen Quote	Evergreen Tender
Base Construction		4,500	4,750
Laser grade subbase		9,223	950
Engineered Base	181,853	64,924	64,924
Surface	Includes sub soil drainage	94,806	96,147
Freight Etc.		8,400	4,978
Install Reticulation	12,763		13,540
Accommodation Food allowance			5,400
Coil Sampling			3,000
Subsoil Drainage			9,780
<b>TOTAL GST Inc</b>	<b>194,615</b>	<b>181,853</b>	<b>203,469</b>

The main difference between the quotes, CSRFF grant application and the actual tenders are the amounts for the Accommodation food allowance and the Coil sampling.

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

**Policy Implications:**

#### 2.1.17 TENDERS OF BUDGETED ITEMS

**OBJECTIVE: To call tenders for all items on the current adopted budget for all items above \$100,000.**

The CEO is authorised to call tenders for all items on the current adopted budget over \$100,000.

Upon receipt of tenders by the CEO, all tenders are to be submitted to Council for approval, including, where necessary comparative schedules setting out major aspects of each tender. Council shall give due consideration to local businesses within the Shire of Wickepin, irrespective of prices.

In addition to tender conditions set out in Part 4 of the Local Government (Functions and General) Regulations 1996 (WA), the following conditions apply:

- tenders are to arrive at the Shire of Wickepin admin office marked "Tender"; and
- tenders to close not less than 14 days prior to an ordinary meeting of Council.

**Financial Implications:** The following figures are GST Exempt:

Council budget for the funding for the one synthetic green is:

• CSRFF Grant	\$56,298
• LYBC	\$52,313
• Shire of Wickepin	\$60,285
<b>TOTAL</b>	<b>\$168,896</b>

The Actual CSRFF Grant Application was:

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Shire of Wickepin	\$62,994
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<b>TOTAL</b>	<b>177,279</b>

This would mean the breakdown will be:

• CSRFF Grant	\$59,093
• LYBC	\$59,093
• Shire of Wickepin	\$66,750
<b>TOTAL</b>	<b>\$184,936</b>

**Strategic Implications:** Fits within Theme 4 of Councils Strategic Community Plan

### Theme 4 – To Provide and Encourage the use of a Variety of Recreational, Educational and Cultural Facilities

A healthy, strong and connected community that is actively engaged and involved

Goal	Action	Measure
<b>4.1 Support the development and maintenance of recreational facilities and organisations in the district.</b>	<ul style="list-style-type: none"> <li>• Provide regular maintenance and development of recreation facilities.</li> <li>• Provide and maintain walk trails for recreation and tourism purposes.</li> </ul>	<ul style="list-style-type: none"> <li>• We have adopted a recreation maintenance and development plan to be published to the community to address this need.</li> </ul>
<b>4.2 Give support to the retention and expansion of educational facilities in the community.</b>	<ul style="list-style-type: none"> <li>• We progressively upgrade and provide community amenities and facilities that cater to the needs of all age groups. This includes recognising particular community group needs that may include adequate medical facilities for local health issues.</li> </ul>	<ul style="list-style-type: none"> <li>• We have a clear, published community educational and facilities plan that addresses the community's needs.</li> </ul>
<b>4.3 Community engagement</b>	<ul style="list-style-type: none"> <li>• Council proactively engages with all elements of its community in order to make decisions that reflect positively on the future of the Shire.</li> </ul>	<ul style="list-style-type: none"> <li>• A clear, documented engagement process with set activities that are tracked and reported against on a quarterly basis.</li> </ul>
<b>4.4 Give support to Arts, Crafts and Cultural activities and Special Events</b>	<ul style="list-style-type: none"> <li>• Maintain the present level of support to Arts &amp; Crafts and Cultural Groups.</li> <li>• Encourage the conduct of "Special Events" by community and other groups</li> </ul>	<ul style="list-style-type: none"> <li>• We publish a monthly calendar of events and actively invest in the promotion of community activities.</li> <li>• The Shire will actively facilitate access to suitable tertiary education services to help meet our community's needs.</li> </ul>

#### Summary:

Council is being requested to accept the tender received from Evergreen Synthetic Grass to supply and install Evergreen Ultra Plus synthetic surface at the Lake Yealering Bowling Cub at the cost of \$203,469 (GST INC).

#### Recommendation:

That council awards the RFT 05-2015/2016 supply and installation of one 7 rink bowling green to Evergreen Synthetic Grass to supply and install Evergreen Ultra Plus 12mm synthetic bowls surface constructed to World Bowls Association requirements and all relevant standards and codes at the Lake Yealering Bowling Club as per tender submitted at the cost of \$203,469 (GST INC).

**Voting Requirements:** Simple Majority

**Resolution No 170216-11****Moved Cr Lang / Seconded Cr Lansdell**

That council awards the RFT 05-2015/2016 supply and installation of one 7 rink bowling green to Evergreen Synthetic Grass to supply and install Evergreen Ultra Plus 12mm synthetic bowls surface constructed to World Bowls Association requirements and all relevant standards and codes at the Lake Yealering Bowling Club as per tender submitted at the cost of \$203,469 (GST INC).

**Carried 7/0**

*5.47pm – Cr Fran Allan returned to the chambers.*

Governance, Audit and Community Services

## 10.2.08 – 2014/2015 Annual Audit Report

<b>Submission To:</b>	Ordinary Council
<b>Location / Address:</b>	Whole Shire
<b>Name of Applicant:</b>	Mark J Hook, Chief Executive Officer
<b>File Reference:</b>	1200
<b>Author:</b>	Mark J Hook, Chief Executive Officer
<b>Disclosure of any Interest:</b>	Nil
<b>Date of Report:</b>	10 February 2016

### Enclosure / Attachment:

- Annual Audit Report for the year ended 30 June 2015
- Butler Settineri Management Report for the year ended 30 June 2015

### Background:

Council has received the Annual Audit Report for 2014/2015 from Butler Settineri on 11 February 2016; a copy will be forwarded to the Department of Local Government as per the Local Government Financial Regulations.

### Comment:

The Shire of Wickepin received the audit report for 2014/2015 by email on the 11 February 2016.

Once Council has adopted the Annual Report Council needs to set the date for the Annual Electors Meeting.

The management report noted the following matters that should be raised or brought to the Councils attention:

#### Segregation of Duties

We appreciate that due to the nature and size of the Shire, management oversees all the functions within the Shire, however there is an inherent risk of lack of segregation of duties within the general financial administrative process and we recommend that this should be continually considered by the management in designing compensating controls

#### Provisions for Annual leave

As part of our review of the provision for annual leave entitlements, we noted that some employees included within the provision have accrued more than four weeks of leave.

While we appreciate that there will be key members of staff within the Shire, we suggest that employees are encouraged to use their annual leave entitlements, both as an internal control procedure and to minimise the Shire's liabilities.

#### Operating Surplus Ratio

Under Note 18 of the financial report, we note the above mentioned ratio does not meet the benchmark of greater than 0.01 set out by the Department of Local Government.

**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.*

**Financial Implications:** Nil

**Policy Implications:** Nil

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

**Summary:**

Council is being requested to adopt the Annual Audit and Management Reports provided by Butler Settineri Accountants and Financial Advisors for the year ended 30 June 2015.

**Recommendation:**

1. That Council adopts the Annual Audit and Management Reports provided by Butler Settineri Accountants and Financial Advisors for the year ended 30 June 2015.
2. That Council holds the Annual Electors meeting on Wednesday 16 March 2016 at 6.30pm at the Wickepin Community Centre.

**Voting Requirements:** Absolute majority

**Resolution No 170216-12**

**Moved Cr Martin / Seconded Cr Astbury**

1. That Council adopts the Annual Audit and Management Reports provided by Butler Settineri Accountants and Financial Advisors for the year ended 30 June 2015.
2. That Council holds the Annual Electors meeting on Wednesday 16 March 2016 at 6.30pm at the Wickepin Community Centre.

**Carried 8/0**

## 11. President's Report

On December 18<sup>th</sup> the Telstra Mobile Booster tower was launched with a celebration held at the Wickepin Hotel & Harvest Café. Officiators from Telstra along with the Police Department, the Hon Terry Waldron MLA, the Hon Graeme Jacobs MLA (representing both State and Federal Parliament), Wickepin Shire CEO, President and Councillors plus interested members of the public were in attendance. We welcome this vital infrastructure which is a part of the network that will assist greatly in communications and businesses in our local area.

The annual Christmas function was held at the Wickepin Bowling Greens on Friday December 18<sup>th</sup> where Council, Staff and Partners celebrated the close of another wonderful year.

Wheatbelt South Aged Housing Alliance met on December 22<sup>nd</sup> to be updated on the progress of the Business Case, the Verso Housing Needs Analysis and 10 Year Staged Development plan. The Wheatbelt Development Commission's support was outlined by Lauren. Doug Faircloth of Verso will be presenting the draft report to the committee at the next meeting on February 22<sup>nd</sup> at the Wickepin Community Centre before it will come to Council for discussion.

The weather events of January were a challenge with extreme 40degree plus days followed by 110+mm rain falling over 2 weeks. Fortunately it also allowed the ovals to rejuvenate and Lake Yealering to be part filled and looking in all of its glory for the annual Australia Day Ceremony and Award Presentation, which this year was held in Yealering.

Many thanks to the Councillors and assistants and staff who organised this event and were busy sizzling bacon and sausages at the early hours for our guests to enjoy. Congratulations to all award recipients, our communities are certainly better places for the volunteer efforts of these people over the many years of their services.

On Saturday 13<sup>th</sup> February I attended the 3<sup>rd</sup> Wickepin Triathlon which was held at Wickepin. A magnificent effort by the Triathlon Committee in organising this event which saw participants from as far as Albany, Narembeen and Mandurah who joined with our own local contestants. Our facilities were in great shape and we received many wonderful comments on our swimming pool and our town oval – Well done to Pool Manager James and Shire Gardeners Graeme and Alan on your wonderful efforts. Once again, Congratulations to the Committee and all of the Contestants, of whom are keen to return next year and “do it all again”.

### **Resolution No 170216-13**

**Moved Cr Allan / Seconded Cr Lansdell**

That Council endorses the Presidents Report received 17 February 2016.

**Carried 8/0**



Council

**12. – Chief Executive Officer's Report**

<b>Submission To:</b>	Ordinary Council
<b>Location / Address:</b>	Whole Shire
<b>Name of Applicant:</b>	Mark J Hook, Chief Executive Officer
<b>File Reference:</b>	
<b>Author:</b>	Mark J Hook, Chief Executive Officer
<b>Disclosure of Any Interest:</b>	Nil
<b>Date of Report:</b>	9 February 2016

**Tincurrin School**

The Chief executive Officer has received the following email from Gilbert Tyack Manager Land Sales Department of Lands:

*In response to your email dated 13 October 2015 the State is not in a position to gift this property to the Shire. In line with government policy we will commence actions to prepare the property for disposal on the open market.*

**Royalties for Regions**

The Final reports for all Council Royalties for Regions projects have been completed and sent to the Auditors for sign off. The Auditors will send the final audited report to the Department of Regional Development.

The following cost for the overall projects are as follows:

Project	Total Project Costs to date	Total Project Cost	Regional CLGF	Remaining funds
Transfer Stations	\$500,147.44	\$483,349.00	\$483,349.00	-\$16,798.44
<b>Total Expenditure</b>	<b>\$500,147.44</b>	<b>\$483,349.00</b>	<b>\$483,349.00</b>	<b>-\$16,798.44</b>

Project	Project Costs 01/07/2014 to 30/06/2015	CLGF Allocation / Contribution	Remaining funds
Town Site Redevelopment Yealering	\$ 69,156.12	\$ 70,000.00	\$ 843.88
Redevelopment Wickepin Cemetery	\$ 64,291.56	\$ 60,000.00	-\$ 4,291.56
Community Agricultural Centre Building	\$ 44,297.75	\$ 44,210.00	-\$ 87.75
Wickepin Community Centre Reconstruct Environs	\$ 182,780.98	\$ 174,658.00	-\$ 8,122.98
	<b>\$ 360,526.41</b>	<b>\$ 348,868.00</b>	<b>-\$ 11,658.41</b>

As the projects were over a number of years the total amounts are over the CLGF funds received but the annual budgeted amounts were within each year's budgeted allocation.

**Main Roads Rubbish Collection**

The Chief Executive Officer has received the following replies from the Hon Jim Chown MLC Member for the Agricultural Region, Parliamentary Secretary to the Minister for Transport.

*Thank you for sending through the letter. Jim has read it and will be raising this matter with the Director General of Main Roads. Their first meeting for this year is Wednesday 27 January and he will raise it then.*

*Jim will likely contact you soon after the meeting, but if anything additional arises prior to then, please let me know and I will bring it to his attention.*

**Social Media**



The Shire of Wickepin has various Social Media outlets which are used as marketing and advertising tools, including Facebook, Instagram, YouTube and Pinterest.



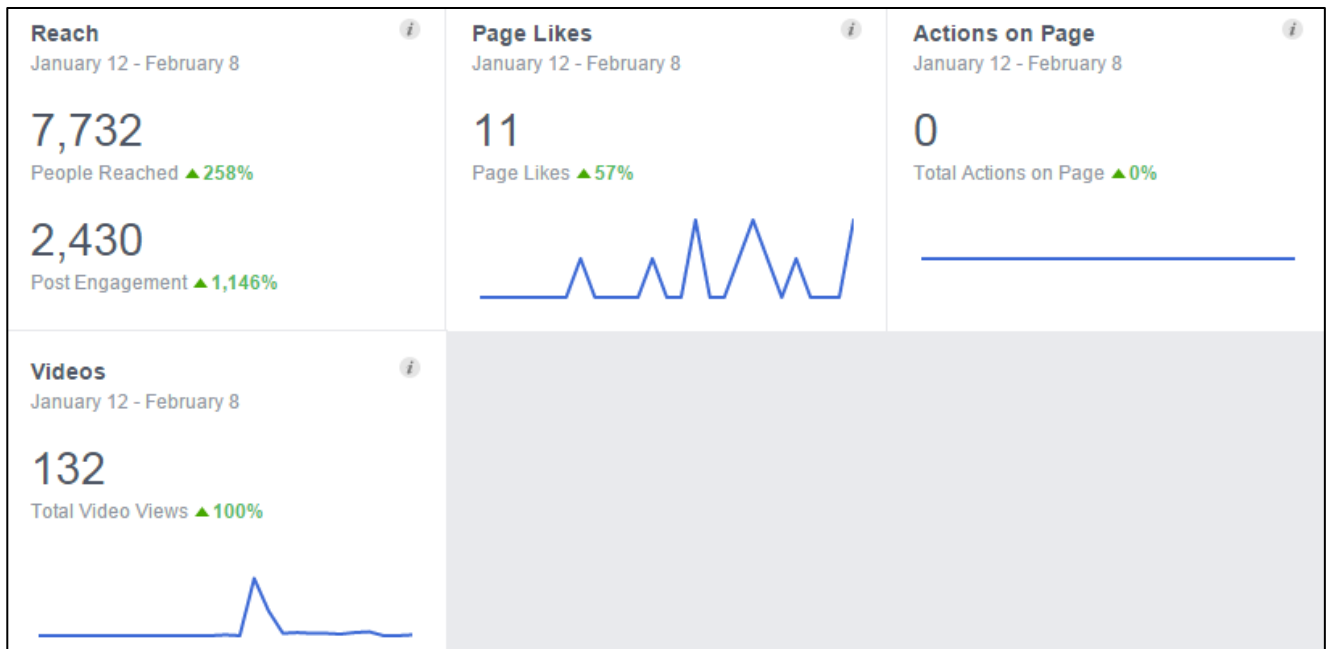
We can now use this opportunity to engage in conversations with a wider number of people and businesses more than ever before. This also gives community members the ability to contribute to the debate as members themselves. By creating a 'conversation' we are engaging people.



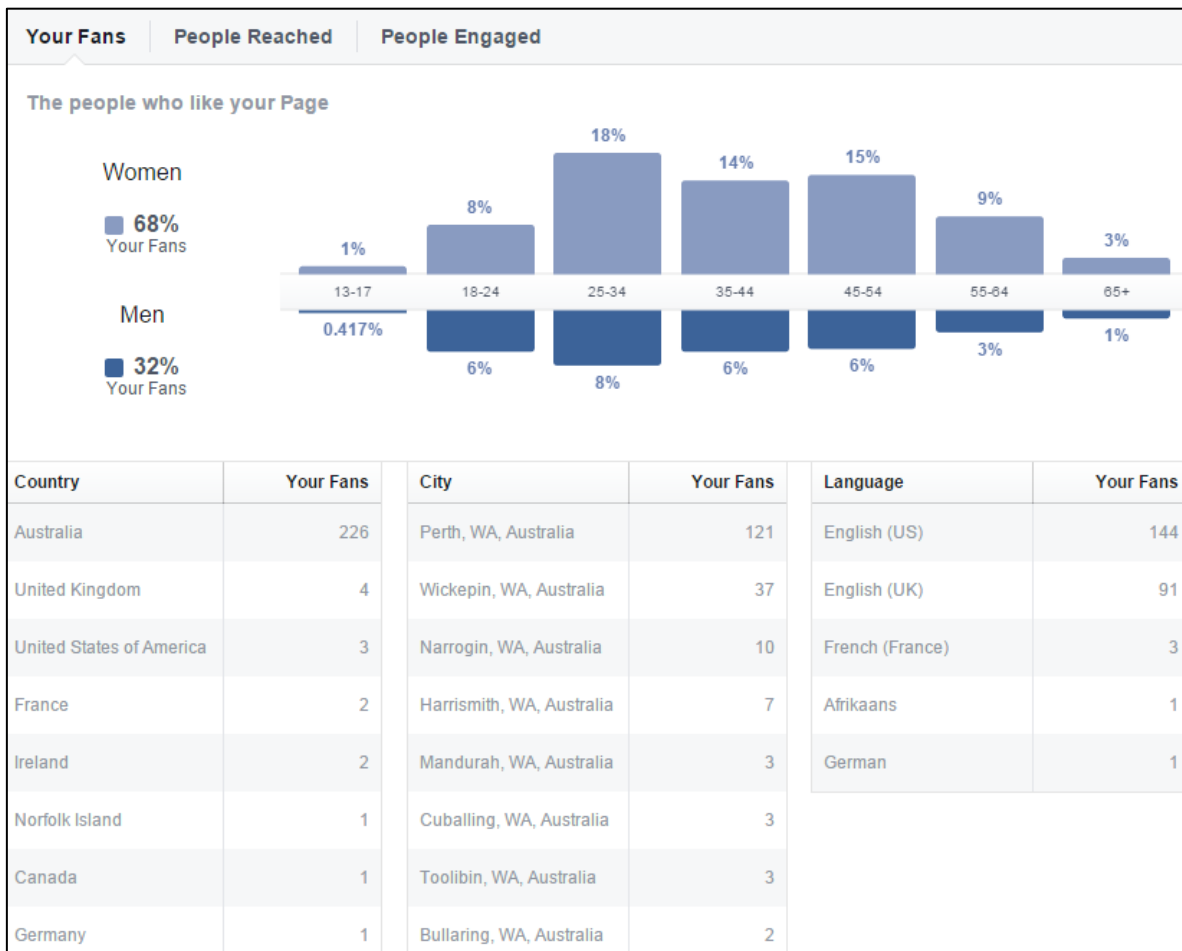
Facebook is probably the most well-known. It is useful in raising public awareness of government services, initiatives and events.



Below are various graphs showing an insight into the performance of Facebook.

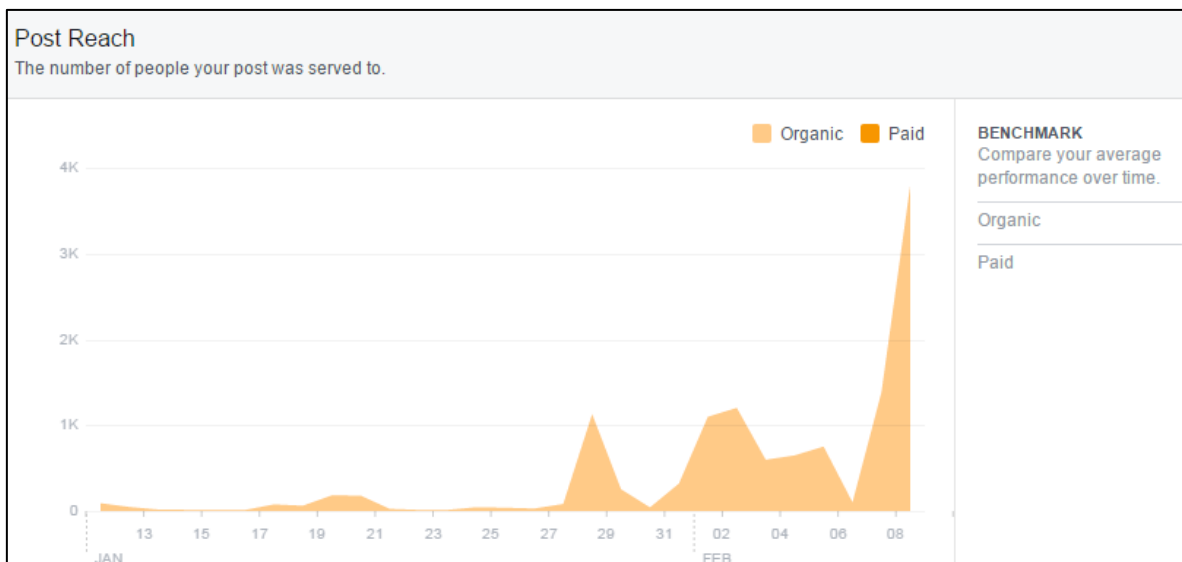


The graph below shows the people who like the Shire of Wickepin Facebook page including gender, age, country, city and language spoken.



The graph below shows how many people were reached after the Shire of Wickepin published a post to the page. As you can see the people that were reached were 'organic' and not paid.

You may also notice that on the 8<sup>th</sup> February there was a significant increase in the amount of people that were reached. This is due to an image posted to the page that was very popular, with people 'liking' and 'sharing' the photo to their own page.



Below is the popular post that reached over 4,600 people on Facebook.

The screenshot shows a Facebook post from the 'Shire of Wickepin' page, posted 21 hours ago. The post text reads: 'Lake Yealering...this is how we beat the summer heat. #perthheatwave #heatwave #lakeyealering #yealering #visitwa #amazing\_wa #thisiswa #wheatbelt #roadtrip'. The main image is a scenic view of a wooden pier extending into a calm lake under a clear blue sky, with a small green boat at the end. Below the image is an Instagram post preview. The post has reached 4,626 people and has 54 likes, 5 comments, and 3 shares. The right-hand sidebar shows engagement statistics: 4,607 People Reached, 157 Likes, Comments & Shares (122 Likes, 26 Comments, 9 Shares), 511 Post Clicks (0 Photo Views, 167 Link Clicks, 344 Other Clicks), and 0 Negative Feedback items.

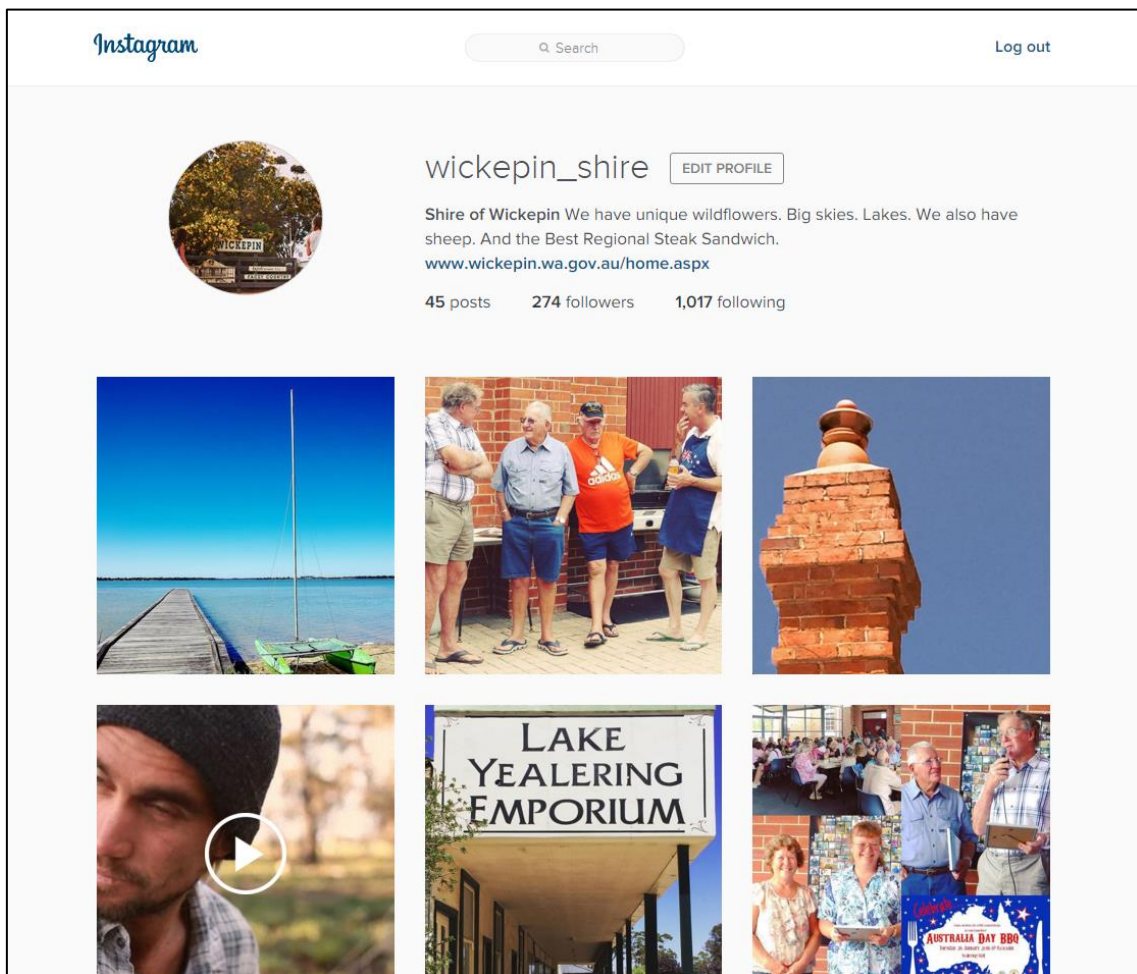
The image below shows the comments from people regarding the above post, an example of creating a 'conversation' and engaging people.

This screenshot displays the 'People Who Shared This' section of the Facebook post. It lists three users who shared the post: Maungarei-Missy Terry (via Shire of Wickepin, 17 hrs), June Gribble (shared a link, 19 hrs), and Shirley Coxon (via Shire of Wickepin, 19 hrs). Each entry includes a 'Show Attachment' link and a 'Share' button. Below these, it shows that Karen Beazley, Riss Boaden, Kayleigh Corbett, and 4 others liked the post. Further down, it lists 1 share and 3 more comments: Kathy Beattie (Looks like home!!!, 2 likes, 17 hrs), Ron N Betty Coxon (Great memories of this place, 3 likes, 17 hrs), and Joan Sharon Stewart (Fond memories of Santa arriving by boat, 2 likes, 17 hrs). A comment from Lee Lagana (So many fun hours spent here for many years, 13 hrs) is also visible, with a link to view 2 replies.

This graph shows the likes, comments and shares on the Shire of Wickepin Facebook page. The more actions people carry out on the Facebook posts, the more people will be reached.



This information has been retrieved from the page and is easily accessible, and continually updated. Facebook is the only social media outlet that provides this useful insight. However, on Instagram over the last couple of weeks our following has grown by about 150 followers.



## Community Pool Revitalisation Program

The Minister for Sport and Recreation has released the following media statement regarding the Community Pool Revitalisation Program funded through Royalties for Regions:

*Municipal pools across regional Western Australia will be sparkling over the summer, thanks to funding from the Community Pool Revitalisation Program. Sport and Recreation and Acting Regional Development Minister Mia Davies said the program gave funding to eligible regional local government authorities to help with the maintenance and upgrade of their aquatic centre facilities. The program is funded through the State Government's Royalties for Regions program, with \$13.2 million provided over four years. Annual funding is available for up to \$32,000 per aquatic centre and \$10,000 per water playground when it is at a primary aquatic facility. "As well as being a recreation hub, pools are often the social and community centre of many regional centres," Ms Davies said. In this round, \$2,938,667 was granted to 94 aquatic facilities across regional WA comprising of 92 aquatic centres with swimming pools and two water playgrounds. "Aquatic centres are important facilities, particularly in regional and remote communities. There is evidence that when they are well patronised, they help reduce chronic disease and improve educational and social outcomes," the Minister said. "We also know that active children learn better; aside from the mental and physical benefits, there are also great community and social outcomes for kids who are active. "This Royalties for Regions investment increases the vibrancy and liveability of regional WA communities."*

The amount for the Shire of Wickepin is \$32,000 Council has budgeted to expend this grant on the following items:

Elite Pool Cover	1	\$24,330
Kirby Swimming Platform	1	\$1,100
Lane Rope Reel	1	\$ 2,808
Rescue Tubes	2	\$ 360
Head Immobiliser and replacement pads and straps	1	\$ 538
Painting Kiosk and Toilets		\$ 2,314
BBQ		\$ 550
<b>TOTAL</b>		<b>\$ 32,000</b>

All items have been ordered except the BBQ and the lane rope reel as the painting is anticipated to go over budget.

## **Dog Control**

The Chief Executive Officer has received a large number of complaints recently regarding barking dogs and wandering dogs in Wickepin and Yealering. With the number of complaints received increasing, the Chief Executive Officer has made arrangements for the Ranger Guy Maley to visit Wickepin and Yealering next week for a door-knock to check on unlicensed dogs and to issue warnings for unregistered and dogs that have not been microchipped as per the *Dog Act 1976*.

### **7. Dogs to be registered**

- (1) *Subject to subsections (1a) and (3), if a dog is not registered under this Act or the law of another State or a Territory each of the following persons commits an offence —*
  - (a) *the owner of the dog;*
  - (b) *if the dog is ordinarily kept or permitted to live in or at premises in Western Australia, the occupier of the premises.*

### **15. Registration periods and fees**

- (5) *The registration fee payable in relation to a dog that is bona fide used in the droving or tending of stock shall be one quarter of the fee that would otherwise be payable.*

### **21. Microchipping of dogs other than dangerous dogs**

- (1) *On and after 1 November 2013, the owner of a dog must ensure that the dog is microchipped if —*
  - (a) *the dog has reached 3 months of age; and*
  - (b) *the dog was not registered under this Act or the law of another State or a Territory so that its registration was in effect on 31 October 2013.*

*Penalty: a fine of \$5 000.*

- (2) *On and after 1 November 2015, the owner of a dog that has reached 3 months of age must ensure that the dog is microchipped.*

*Penalty: a fine of \$5 000.*

- (3) *Neither subsection (1) nor (2) requires a dog to be microchipped if, under subsection (4) it is exempt from microchipping.*
- (4) *A dog is exempt from microchipping if a certificate given by a veterinarian stating that the implantation of a microchip in the dog may adversely affect the health and welfare of the dog applies in respect of the dog.*

**Meetings Attended**

<b>November</b>	
19 <sup>th</sup>	Meeting with Main Roads to review scope of Works for realignment and estimating Bulmans hill and Avery corner Pingelly Wickepin Road
<b>December</b>	
2 <sup>nd</sup>	Tincurrin School Closure committee Meeting
3 <sup>rd</sup>	Great Southern Waste Group meeting at Town of Narrogin with Cr Lansdell
4 <sup>th</sup>	Senior Citizens Luncheon
7 <sup>th</sup>	WDC Aged Transport Pilot Project Meeting at Shire of Kulin
9 <sup>th</sup>	Meeting with VERSO at Town of Narrogin regarding Wheatbelt South Aged Housing Development of a Housing Needs Analysis and 10 Year Staged Housing Development Plan.
11 <sup>th</sup>	Attended Tincurrin Primary School Student Presentation & Closure Celebration held at Tincurrin School and Tincurrin Golf Club.
15 <sup>th</sup>	Meeting with WDC – Aged Units business case
18 <sup>th</sup>	Telstra mobile phone tower launch
22 <sup>nd</sup>	Wheatbelt South Aged Housing Meeting - Wickepin
<b>January</b>	
19 <sup>th</sup>	Tiger Turf onsite meeting Lake Yealering Bowling Club
25 <sup>th</sup>	Green Planet Grass onsite meeting Lake Yealering Bowling Club
28 <sup>th</sup>	Exteria – New release of outdoor furniture catalogue
29 <sup>th</sup>	Unit 3 Yarling Court Property Inspection
<b>February</b>	
10 <sup>th</sup>	Lake Yealering Bowling Club – Synthetic Green Tenders.
11 <sup>th</sup>	GSRWG – Regional Waste Tip and Services



**Delegations**

No.	Delegation Name	Delegation To	Delegation Exercised	When Exercised	Persons Affected
A1	Cheque Signing and Account Authorisation	CEO	Signing Cheques Signing Cheques	December 2015 January 2016	Nil Nil
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			
A7	Rates Recovery – Instalment Payments	CEO	Payment Plans		Rate Payers
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	Thank a Volunteer Event  Presentation and Conclusion to Triathlon 2016  Sheep Optimiser Workshop	6 February 2016  13 February 2016  15 March 2016	Wickepin CRC  Wickepin Triathlon Committee  Facey Group
A13	Hire of Community Halls / Community Centre	CEO	Waive Venue Hire Fee – Wickepin Community Centre Kitchen	25 <sup>th</sup> February 2016	Wickepin Playgroup

**Recommendations:**

That Council endorses the Chief Executive Officer's Report dated 9 February 2016.

**Voting Requirements:** Simple majority

**Resolution No 170216-14****Moved Cr Martin / Seconded Cr Lang**

That Council endorses the Chief Executive Officer's Report dated 9 February 2016.

**Carried 8/0**

**13. Notice of Motions for the Following Meeting****14. Reports & Information****14.1 Cr Martin**

Cr Martin also advised Councillors of a CBH meeting taking place in Wickepin on Tuesday 12 April 2015.

**15. Urgent Business****16. Closure**

There being no further business the Presiding Officer declared the meeting closed at 6.14 pm.