

A Fortunate Place

Shire of Wickepin

Minutes

# Ordinary Meeting of Council

Council Chambers, Wickepin

# 15 June 2022



### Notice of an Ordinary Meeting of Council

Please note that the next ordinary meeting of Council of the Shire of Wickepin will be held on 15 June 2022 at Council Chambers, Wickepin, commencing at 3.30pm.

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

Mark Hook  
Chief Executive Officer

8 June 2022

#### Time Table

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

#### **Disclaimer**

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

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



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

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

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

## TABLE OF CONTENTS

<b>1. ATTENDANCE, APOLOGIES AND LEAVE OF ABSENCE (PREVIOUSLY APPROVED)</b>	<b>5</b>
<b>2. PUBLIC QUESTION TIME</b>	<b>5</b>
<b>3. APPLICATIONS FOR LEAVE OF ABSENCE/APOLOGIES</b>	<b>5</b>
<b>4. PETITIONS, MEMORIALS AND DEPUTATIONS</b>	<b>5</b>
<b>5. DECLARATIONS OF COUNCILLOR’S AND OFFICER’S INTEREST</b>	<b>5</b>
<b>6. CONFIRMATION OF MINUTES</b>	<b>5</b>
<b>7. RECEIVAL OF MINUTES</b>	<b>5</b>
7.1 TOWNSCAPE & CULTURAL PLANNING COMMITTEE	6
<b>8. STATUS REPORT</b>	<b>30</b>
<b>9. NOTICE OF MOTIONS OF WHICH NOTICE HAS BEEN GIVEN</b>	<b>31</b>
<b>10. RECEIPT OF REPORTS &amp; CONSIDERATION OF RECOMMENDATIONS</b>	<b>31</b>
<b><u>TECHNICAL SERVICES</u></b>	
10.1.01 MANAGER WORKS AND SERVICES’ REPORT	32
<b><u>GOVERNANCE, AUDIT &amp; COMMUNITY SERVICES</u></b>	
10.2.01 LIST OF ACCOUNTS	34
10.2.02 FINANCIAL REPORT	40
10.2.03 DEVELOPMENT & REGULATORY SERVICES REPORT	69
10.2.04 COMMUNITY DEVELOPMENT OFFICER’S REPORT	71
10.2.05 DUAL FIRE CONTROL OFFICERS 2022/2023	74
10.2.06 TOWNSCAPE & CULTURAL PLANNING COMMITTEE RECOMMENDATIONS	76
10.2.07 2022/2023 COMMUNITY GRANTS	79
10.2.08 LISTING PRICE FOR 2 AND 4 PLOVER STREET WICKEPIN	86
10.2.09 CHANGE COUNCIL MEETING DATE JULY 2022	88
10.2.10 WALGA - PROPOSED ADVOCACY POSITION ON ARRANGEMENTS FOR MANAGEMENT OF VOLUNTEER BUSHFIRE BRIGADES	91
10.2.11 FEES AND CHARGES ADOPTION 2021/2022	98
10.2.12 ADOPTION OF COUNCILLORS PROFESSIONAL DEVELOPMENT POLICY	100
10.2.13 TRANSFER TO RESERVE 2021/2022	102
<b>11. PRESIDENT’S REPORT</b>	<b>107</b>
<b>12. CHIEF EXECUTIVE OFFICER’S REPORT</b>	<b>108</b>
<b>13. NOTICE OF MOTIONS FOR THE FOLLOWING MEETING</b>	<b>111</b>
<b>14. REPORTS AND INFORMATION</b>	<b>111</b>
<b>15. URGENT BUSINESS</b>	<b>111</b>
15.1 LATE ITEM – ACTING CEO APOINTMENT	112
15.2 ACTING CEO APOINTMENT	114
<b>16. CLOSURE</b>	<b>117</b>

**Minutes of an Ordinary Meeting of Council held in Council Chambers, Wickepin  
Wednesday 15 June 2022 commencing @ 3.30pm**

The President declared the meeting open at 3.38pm.

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

President	Julie Russell
Deputy President	Wes Astbury
Councillor	John Mearns
Councillor	Fran Allan
Councillor	Lindsay Corke
Councillor	Ty Miller
Councillor	Peter Thompson
Chief Executive Officer	Mark Hook
Deputy Chief Executive Officer	Erika Clement
Executive Support Officer	Lara Marchei

### Leave of Absence (Previously Approved)

### Apologies

## 2. Public Question Time

## 3. Applications for Leave of Absence/Apologies

## 4. Petitions, Memorials and Deputations

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

Item	Item Title	Councillor/Officer	Interest	Reason
10.2.07	2022/23 Community Grants	Cr P Thompson	Impartiality	Vice President of Harrismith Golf Club

## 6. Confirmation of Minutes

Ordinary meeting of council – 18 May 2022

### Resolution No 150622-01

Moved Cr Allan/Seconded Cr Miller

That the minutes of the Ordinary meeting of council held on Wednesday 18 May 2022 be confirmed as a true and correct record.

Carried 7/0

## 7. Receival of Minutes

## RECEIVAL OF MINUTES

### 7.1 Townscape & Cultural Planning Committee

<b>Submission To:</b>	<b>Ordinary Council</b>
<b>Location/Address:</b>	<b>Whole Shire</b>
<b>Name of Applicant:</b>	<b>Mel Martin, Executive Support Officer</b>
<b>File Reference:</b>	<b>CR.MEE.206</b>
<b>Author:</b>	<b>Mel Martin, Executive Support Officer</b>
<b>Disclosure of any Interest:</b>	<b>Nil</b>
<b>Date of Report:</b>	<b>1 June 2022</b>

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

Minutes of the Townscape & Cultural Planning Committee meeting held on Wednesday 1 June 2022.

#### **Background:**

The Townscape & Cultural Planning Committee meeting was held on Wednesday 1 June 2022.

#### **Summary:**

Council is being requested to receive the Townscape & Cultural Planning Committee meeting minutes held on Wednesday 1 June 2022.

#### **Comments:**

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

#### **Statutory Environment:**

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

**Policy Implications:** Nil

**Financial Implications:** Nil

**Strategic Implications:** Nil

#### **Recommendations:**

That the minutes for the Townscape & Cultural Planning Committee meeting held on Wednesday 1 June 2022 be received.

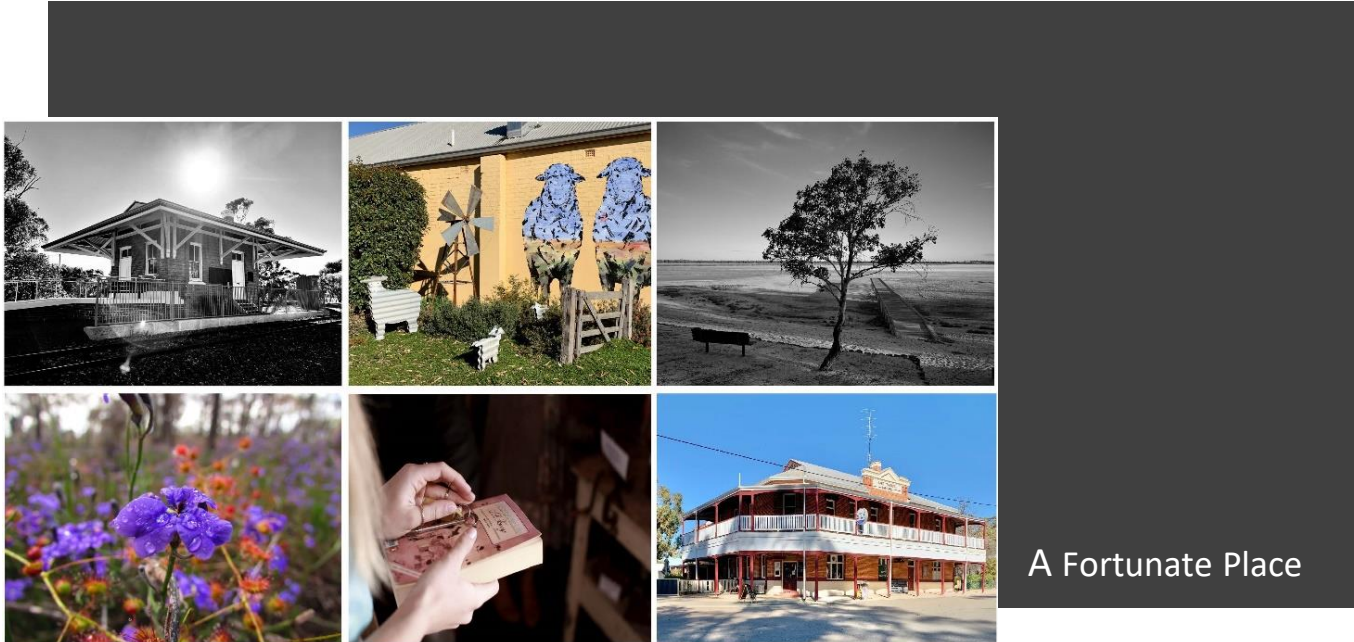
**Voting Requirements:** Simple majority

#### **Resolution No 150622-02**

**Moved Cr Astbury/Seconded Cr Corke**

That the minutes for the Townscape & Cultural Planning Committee meeting held on Wednesday 1 June 2022 be received.

**Carried 7/0**



A Fortunate Place

Shire of Wickepin

# Minutes

Townscape & Cultural Planning Committee  
Council Chambers, Wickepin

# 1 June 2022





## Notice of a Townscape and Cultural Planning Committee Meeting

Please note that the next Townscape and Cultural Planning Committee Meeting of the Shire of Wickepin will be held on Wednesday 1 June 2022 at Council Chambers, Wickepin, commencing at 9.30am.

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

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

Mark J Hook  
Chief Executive Officer

23 May 2022

### Disclaimer

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## Terms of Reference

### 1. Name

Townscape and Cultural Planning Committee

### 2. Members

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

### 3. Objectives

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

The Townscape and Cultural Planning Committee has no delegated authority.

The main functions of the Committee are to:

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

### 4. Scope/Jurisdiction

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

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

### 5. Appointment of Committee Members

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

## 6. Appointment of Committee Chair

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

## 7. Meeting Frequency

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

Meeting dates for 2022 are as follows:

Day	Date	Time
Wednesday	2 March	9.30am
Wednesday	1 June	9.30am
Wednesday	7 September	9.30am
Wednesday	2 November	9.30am

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



## QUESTIONS FROM THE PUBLIC

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## Table of Contents

<b>1.</b>	<b>ATTENDANCE, APOLOGIES AND LEAVE OF ABSENCE (PREVIOUSLY APPROVED) .....</b>	<b>8</b>
<b>2.</b>	<b>PUBLIC QUESTION TIME .....</b>	<b>8</b>
<b>3.</b>	<b>APPLICATIONS FOR LEAVE OF ABSENCE/APOLOGIES.....</b>	<b>8</b>
<b>4.</b>	<b>PETITIONS, MEMORIALS AND DEPUTATIONS.....</b>	<b>8</b>
<b>5.</b>	<b>DECLARATIONS OF MEMBERS' AND OFFICERS' INTEREST.....</b>	<b>8</b>
<b>6.</b>	<b>CONFIRMATION OF MINUTES.....</b>	<b>8</b>
<b>7.</b>	<b>STATUS REPORT .....</b>	<b>9</b>
<b>8.</b>	<b>NOTICE OF MOTIONS OF WHICH NOTICE HAS BEEN GIVEN .....</b>	<b>9</b>
<b>9.</b>	<b>RECEIPT OF REPORTS &amp; CONSIDERATION OF RECOMMENDATION .....</b>	<b>9</b>
<b>9.1</b>	<b>LAKE YEALERING PROGRESS ASSOCIATION – BUDGET ITEMS .....</b>	<b>10</b>
<b>9.2</b>	<b>STREET ART WICKEPIN POLICE STATION – EASTERN WALL .....</b>	<b>13</b>
<b>11.</b>	<b>REPORTS &amp; INFORMATION.....</b>	<b>16</b>
<b>11.1</b>	<b>OTHER MATTERS RAISED BY MEMBERS.....</b>	<b>16</b>
<b>11.1.1</b>	<b>CR JOHN MEARNS.....</b>	<b>16</b>
<b>11.1.2</b>	<b>LIBBY HEFFERNAN .....</b>	<b>16</b>
<b>11.1.3</b>	<b>KYM SMITH.....</b>	<b>20</b>
<b>11.1.4</b>	<b>VERONICA STACEY.....</b>	<b>23</b>
<b>12.</b>	<b>URGENT BUSINESS .....</b>	<b>23</b>
<b>13.</b>	<b>CLOSURE .....</b>	<b>23</b>

**Minutes of a Townscape and Cultural Planning Committee Meeting held in Council Chambers,  
Wickepin, Wednesday 1 June 2022 at 9.30am**

**The Chairperson declared the meeting open at 9.30am.**

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

John Mearns	Chairperson
Fran Allan	Councillor
Libby Heffernan	Member
Kevin Coxon	Member
Veronica Stacey	Member
Annika Miller	Member
Mark Hook	Chief Executive Officer
Karen Langford	Community Development Officer
Melissa Martin	Executive Support Officer

**Apologies**

Kym Smith	Member
Lee-Ann Mullan	Member
Tracey Hodgson	Member

**Leave of Absence (Previously Approved)**

**2. Public Question Time**

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

**4. Petitions, Memorials and Deputations**

**5. Declarations of Members' and Officers' Interest**

**6. Confirmation of Minutes**

Townscape and Cultural Planning Meeting –2 March 2022

**Moved A Miller / Seconded F Allan**

That the minutes of the Townscape and Cultural Planning Committee held on 2 March 2022 be confirmed as a true and correct record.

**Carried 6/0**

## 7. Status Report

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

Subject/Action	Officer	Progress	Status	Comment
Information Board – Tank Road	CEO	That the Information board on Tank Road be restored and placed in the Wickepin Townsite.	○	Awaiting installation of sign.
Information Bay – Electric Signage	CEO	That the CEO pursue media content for the Shire of Wickepin.	○	Council resolution 160322-14 That the CEO pursue media content for the Shire of Wickepin and bring costings back to council for consideration. RFQ has been advertised for upgrade of the Wickepin Information Bay.
Recreational Boating Facility Scheme	CEO	That council reapply for funding under the Recreational Boating Facility Scheme for design drawings of the boat ramp replacement outlined in the Yealering concept plan.	○	Funding opens in June 2022.
Lake Yealering Croquet Club	CEO	That table and chairs be purchased for the Lake Yealering Croquet Club.	○	Council resolution 160322-16 That table and chairs for the Lake Yealering croquet park be placed in the 2022/23 budget deliberations.

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

○ = in progress    ✓ = completed    ✕ =superseded

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

## 9. Receipt of Reports & Consideration of Recommendation



## 9.1 Lake Yealering Progress Association – Budget Items

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<b>Submission To:</b>	<b>Townscape &amp; Cultural Planning Committee</b>
<b>Location/Address:</b>	<b>Whole of Shire</b>
<b>Name of Applicant:</b>	<b>Mark Hook, Chief Executive Officer</b>
<b>File Reference:</b>	<b>FM.BU.1208</b>
<b>Author:</b>	<b>Mark Hook, Chief Executive Officer</b>
<b>Disclosure of any Interest:</b>	<b>Nil</b>
<b>Date of Report:</b>	<b>24 May 2022</b>

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### Enclosure/Attachments:

1. Letter from Lake Yealering Progress Association – Budget Items.

### Summary:

Lake Yealering Progress Association are requesting the Townscape & Cultural Planning Committee to request the following budget items for Council consideration in the 2022/2023 Budget estimates.

### Background:

Council requests budget estimates for its budgets annually around March to June.

The following letter from the LYPA are requesting the following:

Upgrade to the Boat Ramp - Gazetted as a Ski Lake by the Dept. of Transport with signage showing safety use. Improvements are required to make the Boat Ramp a useable facility. Watercraft is launched at alternative higher water points due to hazardous state of the boat ramp when levels are low.

Additional/upgrade of accommodation at Caravan Park - Establish short term self-contained accommodation. To enable visitors and workers to stay in private, self-contained cabins with ablutions, laundry & kitchen facilities.

Completion of the Playground at lakeside area - To include barrier and definition between car park & playground and shaded seating and picnic table at carpark level for accessibility.

Renovate the half basketball court in park in town.

Art statement such as Silo art or other.

Enhance the entry and appeal in arrival to the townsite.

The Yealering Progress Committee will undertake to pursue grants and seek in kind community support and thanks the Shire of Wickepin for budget allocations and pursuit of funding opportunities in support of these items.

### Comments:

#### Upgrade to Boat Ramp

Council has already resolved to submit an application to the RBFS when it opens this year for the design of a new boat ramp at Lake Yealering.

### **Additional/Upgrade Accommodation at Caravan Park**

Council has put a figure of \$200,000 in the 2022/2023 budget estimates for two cabins and upgrade of septic system at the Yealering Caravan Park. This will not be finalised until the setting of the 2022/2023 Budget in August 2022.

### **Completion of the Playground at Lakeside Area**

The request for seating and picnic table at carpark level accessibility is unattainable as the seating in the car park area would be a major public liability as vehicles are a major hazard to the patrons using the seating.

More discussion is required on the whole carpark area being upgraded with walls separating the areas along the length of the carpark area.

Council is currently working with the Office of Regional Architecture on the refurbishment and landscaping of the foreshore ablution block and this should be left until this is all completed.

### **Renovate Half Basketball Court in Town**

Not sure what this means. Does it mean lining the half court and replacing the backboard?

CEO can investigate these cost if that is what is meant by refurbishing.

### **Art Statement – Silo Art**

This matter has been discussed at length and CBH will not allow any silo art on the Yealering bins so it is unobtainable to have Silo Art at Yealering on the CBH bins.

### **Enhance Town Entry.**

This requires a lot more work, are we discussing the upgrading of the current entry statements or designing new entry statements, or just a tidy up of road verges with more tree plantings.

Does this mean all four entry areas into Yealering?

Council's Community Development Officer is available to work with the Lake Yealering Progress on this issue.

**Statutory Environment:** Nil

**Policy Implications:** Nil

**Financial Implications:** Unknown as no costings for the projects have been undertaken.

**Strategic Implications:** Nil

### **Recommendations:**

That the Letter from the Lake Yealering Progress Association be received.

**Voting Requirements:** Simple majority.

**Moved L Heffernan / Seconded A Miller**

That the Letter from the Lake Yealering Progress Association be received.

**Carried 6/0**

## 9.2 Street Art Wickepin Police Station – Eastern Wall

<b>Submission To:</b>	<b>Townscape &amp; Cultural Planning Committee</b>
<b>Location/Address:</b>	<b>Wickepin Police Station</b>
<b>Name of Applicant:</b>	<b>Karen Langford, Community Development Officer</b>
<b>File Reference:</b>	<b>CR.MEE.206, A5174</b>
<b>Author:</b>	<b>Mark Hook, Chief Executive Officer</b>
<b>Disclosure of any Interest:</b>	<b>Nil</b>
<b>Date of Report:</b>	<b>24 May 2022</b>

**Enclosure/Attachments:** Nil

### Summary:

Council's Community Development Officer is requesting the Townscape & Cultural Planning Committee to recommend to Council the authorisation of a mural on the eastern side of the Wickepin Police Station with Council contributing 50% of the cost towards the mural.

### Background:

The Officer in Charge of the Wickepin Police Station has requested Council's permission to place a mural on the eastern side of the Wickepin Police Station.

The CDO has been in contact with the OIC of the Wickepin Police Station with the following email sent on 4<sup>th</sup> May 2022:

Below is information relating to the potential of creating 'street art' on the eastern side of the Wickepin Police Station.

- The 12sqm wall is red brick facing east. Traffic travelling west will have the full potential of viewing the art as they enter Town. In turn, marking an entrance to the main street.



- To engage community and have relevance to the Wickepin Police, the following has been discussed with the artist.
  - A painting of a horse either appearing in motion or stationary, within the horse a landscape image which includes the old (first) police courthouse and lock up which is still located in Richter Street. Within the landscape, there may be potential to include a prototype of the first Police Officer deployed to Wickepin. The relevance of the horse is due to the reason why the first Police Officer was deployed, which was illegal horse racing.
- Wickepin is a historical town, dating back to the early 1900's.
- Artist – James Giddy has an emotional attachment to Wickepin and has art displayed on buildings in the town of Yealering (within the Shire of Wickepin). James is highly regarded within our community.
- Quoted at \$4,130.

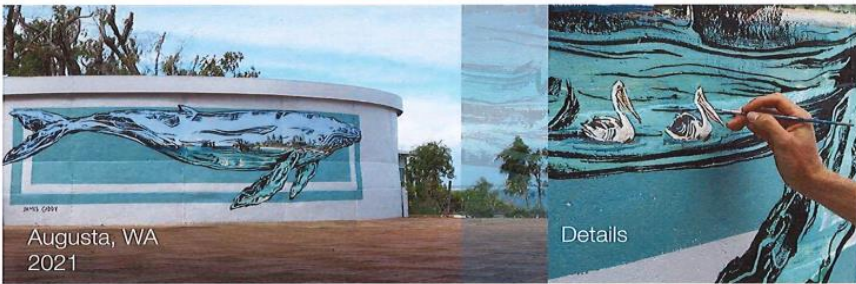
Would WAPOL permit this artwork on their building? I am currently searching grant opportunities but to no avail, at this stage. With that in mind and if approved, are WAPOL available to share half the expense?



Following are some examples of James Giddy's work in other towns:



Preston Beach, WA  
August 2021



Augusta, WA  
2021

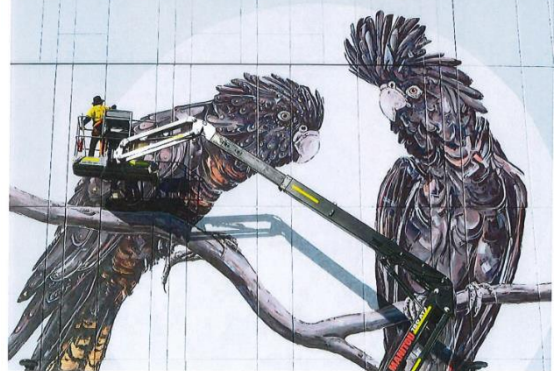
Details



Beverley, WA  
2017



Hesperia, Subiaco, Western Australia  
May 2021



Como, WA  
January 2022

**Comments:**

At this stage the OIC of the Wickepin Police Station has provided a report to his district office in Albany and is waiting on a reply. There may be a delay in their response as they transition to another District Superintendent.

James Giddy has provided a quote for the proposed mural as outlined in the above email at a cost of \$4,180 GST inclusive.

Due to the wall being on a WAPOL building the cost should be shared 50/50 between WAPOL and Council.

If WAPOL agree to fund 50% of the total cost, the cost to Council would be \$1,900.

A mural on the eastern side of the Wickepin Police Station would certainly enhance the current Police Station grounds and would be seen by the traffic travelling West in Wickepin.

The CDO believes this project would enhance the look of Wickepin and would be a benefit to the community.

**Statutory Environment:** Nil

**Policy Implications:** Nil

**Financial Implications:**

Cost of the mural as quoted by James Giddy Art Works is:

• Artist Fee	\$3,150
• Materials	\$250
• Design Fee	\$250
• Transport Accommodation	\$150
• GST	\$380
TOTAL GST Inclusive	\$4,180

**Strategic Implications:** Nil

**Recommendations:**

That the Townscape & Cultural Planning Committee recommend Council to authorise a mural on the eastern side of the Wickepin Police Station and for Council to contribute \$1,900 towards the mural.

**Voting Requirements:** Simple majority.

**Moved L Heffernan / Seconded A Miller**

That the Townscape & Cultural Planning Committee recommend Council to authorise a mural on the Eastern side of the Wickepin Police Station and for Council to budget \$1,900 towards the mural.

**Carried 6/0**



## 10. Notice of Motions for the Following Meeting

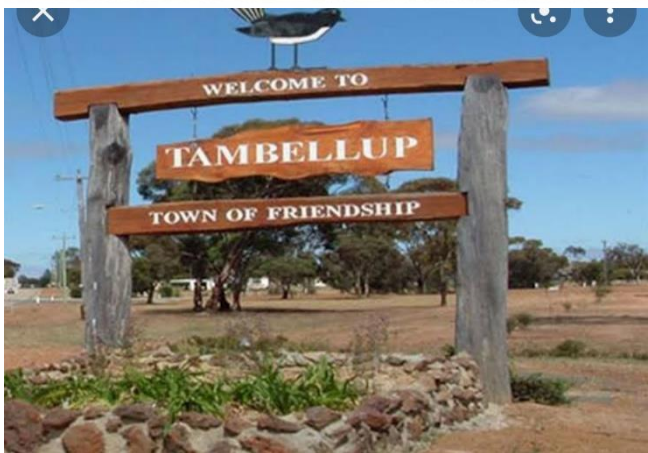
### 11. Reports & Information

#### 11.1 Other matters raised by members

##### 11.1.1 Cr John Mearns

- Propose a "Welcome to Wickepin" area on the entrance to our town as per examples. The one we have, sits over a drain, behind a big light pole and perhaps soon an active railway line which will stop anyone having a photo shoot standing in front of it. I see perhaps a competition to come up with a design?

Examples:



Libby Heffernan to inspect the area of the current sign on the 15 June 2022 and report back at the next Townscape Committee Meeting.

- Johnston Park - The below email was received from Cr Mearns:

Several times since I have been a Councillor, I have raised questions/ issues about Johnston Park opposite our Community Health Centre.

I would guess that most if not all would know the history of the Park given it was gifted to the town by the family of 'Bertie Johnston'

We have on one side of the area the magnificent War Memorial with beautifully sculptured grounds & well kept Memorials.

The other side of the area is our Lifestyle Village under construction.

Between these two places, is the town " gym in the park" This sees several apparatus set up for town people to exercise on,in our town.

Sadly as we know this area is open to the elements. Hot Sun in Summer & rain in Winter. There has been no effort made to shade the area whether by trees & or Shade sails. The area surrounding only has the weeds sprayed to keep it looking presentable.

I feel that with the advent of 8 dwellings adjacent with it's prospective residents, it is time to see this area upgraded for not only town people but those residing in those units giving them somewhere to exercise & perhaps relax amongst trees, shrubs & gardens.

I attach some pics as background to my presentation which shows the sign in very poor condition, sprayed weeds & unshaded exercise area.

Thanks

John Mearns



**Edward Bertram Johnston** (11 January 1880 – 6 September 1942), known as **Bertie Johnston**, was the Western Australian Legislative Assembly member for Williams-Narrogin from 1911 to 1928, and a Senator from 1929 until 1942. His resignation from the Australian Labor Party in 1915 made possible the defeat of John Scaddan's Labor government in Western Australia.



CEO Mark Hook advised that when the Units are completed the Johnston Park sign will be upgraded and a Landscaping concept can be discussed.



### 11.1.2 Libby Heffernan

- Budget Submissions.

Mural design suggestion for the CRC wall.



<b>Submission for the 22/23 budget</b>	<b>Details</b>	<b>Submissions for Townscape meeting</b>	<b>Details</b>
<b>Facey Homestead park</b> <ul style="list-style-type: none"> <li>Remove all of the old playground and the fence from the Facey Homestead park.</li> <li>Move the bin to the south western corner area of the playground fence.</li> <li>Replace furniture with appropriate timber (or similar) tables and chairs.</li> </ul>	Per Wogolin Rec Concept plan. Possibility of this equipment going to the Playgroup as their play equipment is now non compliant.	<b>Facey Homestead Park</b> <ul style="list-style-type: none"> <li>Remove the plants in the garden bed around the tree and replace with wood chips, in Facey Homestead park.</li> </ul>	Re Gary Wogolin Rec Concept plan
<b>Railway</b> <ul style="list-style-type: none"> <li>Replace and upgrade the currant barrier for pedestrian railway crossing.</li> </ul>	Per the Walk trail concept plan	<b>Railway</b> <ul style="list-style-type: none"> <li>Deep rip and plant native bushes (mallees) on the outside of the yard on the western side of the Station Masters house.</li> </ul>	To act as a barrier to the residence.
<b>Walk Trail</b> <ul style="list-style-type: none"> <li>Red Hot mix extension between the 2 bridges on the walk trail.</li> <li>Hot mix on Walk trail 2 from the railway station building to the grief seat.</li> </ul>	Gary to get quotes for hot mix. Walk trail concept plan.	<b>Walk Trail</b> <ul style="list-style-type: none"> <li>Plant native bushes on the walk trail in the area of the residence on the corner of Joyner St towards the bench which is east of the back of the Joyner Street yard.</li> </ul>	Libby to source a deep ripper.
<b>Mural for the CRC western wall.</b> <ul style="list-style-type: none"> <li>James Giddy submitted a banksia design.</li> <li>Community consultation will be part of the decision making process after it has been presented to council.</li> </ul>	Estimated quote \$2000-\$3000	<b>Hall</b> <ul style="list-style-type: none"> <li>Remove dead trees on the Western side of the Wickepin hall.</li> </ul>	

**Moved L Heffernan / Seconded A Miller**

That the Townscape & Cultural Planning Committee recommend Council to remove the old playground from the Facey Homestead Park, relocate the bin to the North West corner and improve the landscaping under the tree.

**Carried 6/0**

**Moved L Heffernan / Seconded A Miller**

That the Townscape & Cultural Planning Committee recommend Council to place in the 2022/23 budget estimates to have the Heritage Yarling Trail between the 2 bridges and behind the Railway Station down to the reflection chair concreted.

**Carried 6/0**

**Moved L Heffernan / Seconded A Miller**

That the Townscape & Cultural Planning Committee recommend Council to place in the 2022/23 budget estimates \$3,500 for a mural on the CRC Wall using James Giddy's design.

**Carried 6/0**

CEO Mark Hook will liaise with MWS Gary Rasmussen to have the dead trees on the Western Side of the Wickepin Hall removed.

Libby Heffernan also asked for an update in relation to the plaque that is to be laid in the Main Street to acknowledge WM Butler & Co Machinery Agency. CEO advised that that plaque has been received and will be laid in the near future.

Libby Heffernan also thanked the Shire for all their efforts in relation to the HMAS Sydney Production.

**11.1.3 Kym Smith**

- **Budget Submission – Yealering Bowling Club**

## Digging Docker

36 Dall Street  
Quairading WA 6383

Mobile Phone : 0407 755 239

To: Lake Yealering Progress Association	A.B.N.: 41 228 032 651	Quote Date: 18/05/2022 Invoice #: 00001677
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Description	Amount	Code
QUOTE TO BUILD LIMESTONE WALL ALONG THE BOWLING CLUB 2 HIGH RED EARTH LIMESTONE BLOCKS INCLUDES SUPPLY, LEVEL, FREIGHT, LAY AND CONCRETE TO BE DECIDED IF THERE WILL BE A RAMP OR STAIRS INTO THE BOWLING CLUB  QUOTE IS VALID FOR 30 DAYS DUE TO RISING COSTS OF BLOCKS AND FRIEGHT	\$9,900.00	GST



**PAYMENT DUE 7 DAYS**  
Thankyou for your business

Your Order #:

<b>Bank Details</b> Bankwest  BSB: 306 007 A/C: 010 338 1	<b>Things we can do</b> Post Holes Assorted Sizes Yard clean up's Shed Pads Fencing & Trenching Forks & Carry All Block Lifter	GST: \$900.00 Total Inc GST: \$9,900.00 Amount \$0.00  Balance Due: \$9,900.00
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**Moved V Stacey / Seconded L Heffernen**

That the Townscape & Cultural Planning Committee request Council to place in the 2022/23 budget estimates \$9,000 to continue the limestone wall along the Bowling Club.

**Carried 6/0**



#### **11.1.4 Veronica Stacey**

Veronica Stacey extend her thanks to the Shire Gardeners for all the work they have been doing within the Shire.

Veronica also asked for an update in relation to the walk trail at the Yealering Hall. CEO Mark Hook advised that this work has been scheduled to be done in the near future by Greg Madej, Narrogin.

### **12. Urgent Business**

### **13. Closure**

The next Townscape and Cultural Planning Committee meeting will be held on Wednesday 7 September 2022 commencing at 9.30am.

There being no further business the Chairperson thanked the CEO Mark Hook for all his assistance and wished him well in his retirement before declaring the meeting closed at 11.20am.

## 8. Status Report

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

Item	Subject	Officer	Council Resolution	Status	Action
1104-190820-11		CEO	An inventory of all public artefacts and donations within the Shire is to be completed.	○	Still to be undertaken.
1161-150921-13	Townscape & Cultural Planning Committee Recommendations	CEO	That the current Wogolin Road information board not be re-sited and that a new board be redesigned.	○	Researching digital sign.
1177-200422-06	Bush Fire Control Officers' Meeting Recommendations	CEO	That a photo of Ernie White along with a plaque be commission to be hung in an appropriate place at the discretion of Council.	○	Awaiting photo of Ernie White. Email requesting photo sent to Daniel White.
1181-180522-08	Astrotourism Sign	CEO	That Council include in their 2022/23 budget deliberations the purchase of 4 x Astrotourism signs – 2 x Astro Tourism markers for the Wickepin and Yealering townsite and 2 x significant signs for the Yealering foreshore at a cost of \$10,000 excl GST.	✓	Placed in budget estimates.
1182-180522-09	Purchase Lots 3 and 5 Johnston Street, Wickepin	CEO	1. That Council offer \$15,000 per block for Lots 3 and 5 Johnston Street, Wickepin. 2. That Council transfer \$30,000 from the Land Development Reserve for the purchase of Lots 3 and 5 Johnston Street, Wickepin.	✓	No action taken.
1183-180522-10	Lifestyle & Retirement Committee Recommendations	CEO	That the Lifestyle Retirement Committee invite the Virtual Village Committee to attend the next Lifestyle Retirement Committee meeting to present their Concept Plan.	✓	Lee Steel and Helen Morton attending next Lifestyle meeting.

1185-180522-11	Dual Fire Control Officers 2022/2023	CEO	That Council appoint the following Dual Fire Control Officers for the Shire of Wickepin from adjoining Shires for the 2022/2023 Bush Fire Season: Shire of Wagin Steve Angwin Shire of Cuballing Mike Burges Shire of Narrogin Troy Smith Shire of Dumbleyung Shane Smith	✓	Letters sent to adjoining Shires 31/05/2022.
1186-180522-16	Recruitment Committee Meeting Recommendations	CEO	1. That Council note the report given by JCP Consulting on the recruitment process and that further applicants be sought for the CEO position by the end of August 2022. 2. That JCP consulting contact the applicants received as at 29 April 2022 and advise them of the ongoing process for the recruitment of the CEO. 3. That the CEO request from WALGA the availability of relieving CEO's.	✓	Completed.

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

○ = in progress    ✓ = completed    ✕ =superseded

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

## 10. Receipt of Reports & Consideration of Recommendations



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


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<b>Submission To:</b>	<b>Ordinary Council</b>
<b>Location/Address:</b>	<b>Whole Shire</b>
<b>Name of Applicant:</b>	<b>Manager Works &amp; Services, Gary Rasmussen</b>
<b>File Reference:</b>	<b>CM.REP.1</b>
<b>Author:</b>	<b>Manager Works &amp; Services, Gary Rasmussen</b>
<b>Disclosure of any Interest:</b>	<b>Nil</b>
<b>Date of Report:</b>	<b>1 June 2022</b>

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**Enclosure/Attachments:** Nil

**Summary:**

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

**Background:** Nil

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

- Water harvesting at Wickepin Caravan Park drain – trees getting planted.
- WSNF Rabbit Proof Fence Rd – works completed.
- Curlew Way drain - survey completed. Waiting on contractor.
- Wickepin Pingelly Rd/Gillimanning Rd intersection, Black Spot – looking at final layer of gravel.
- Depot Crib - connected to power and water. Will lay some lime stone and gravel in front of the building and get a quote for the steel for the car port area.

**Maintenance Works**

- Maintenance grader - is currently working 7 days a week so it will get across the network in a short time.
- Pothole patching - have had the jet patcher, it has done a lot of work but still some holes to be done. Aaron will be working on this soon.
- Signage maintenance - ongoing.

**Occupational Health and Safety**

Lost time injury – Nil.

**Parks and Gardens**

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

**Plant and Equipment**

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

**Other Information**

- Mechanic position still to be filled.

**Depot**

- Depot Crib Room - has been delivered and looks good and is connected to power and water. Will lay some limestone and gravel in front of the building and get a quote for the steel for the carport area.

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

**Policy Implications:** Not applicable

**Financial Implications:** Not applicable

**Strategic Implications:** Nil

**Recommendations:**

That Council notes the report from the Manager of Works and Services dated 1 June 2022.

**Voting Requirements:** Simple majority

**Resolution No 150622-03**

**Moved Cr Thompson/Seconded Cr Miller**

That Council notes the report from the Manager of Works and Services dated 1 June 2022.

**Carried 7/0**

## GOVERNANCE, AUDIT AND COMMUNITY SERVICES

### 10.2.01 List of Accounts

<b>Submission To:</b>	<b>Ordinary Council</b>
<b>Location / Address:</b>	<b>Whole Shire</b>
<b>Name of Applicant:</b>	<b>Erika Clement – Deputy Chief Executive Officer</b>
<b>File Reference:</b>	<b>FM.FR.1212</b>
<b>Author:</b>	<b>Erika Clement – Deputy Chief Executive Officer</b>
<b>Disclosure of any Interest:</b>	<b>Nil</b>
<b>Date of Report:</b>	<b>31 May 2022</b>

**Enclosure/Attachments:** List of accounts.

#### **Summary:**

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

<b>Municipal Account</b>	<b>Vouchers</b>	<b>Amounts</b>
EFT	12467-12536	\$ 357,214.08
Cheques	15813-15818	\$ 18,654.25
Direct Deductions	May	\$ 1,269.95
Superannuation	May	\$ 13,303.65
Credit Card	May	\$ 0.00
Bpay	May	\$ 45.00
Payroll	May	\$ 86,749.00
Licensing	May	\$ 16,572.90
	<b>May Total</b>	<b>\$ 493,808.83</b>
<b>Trust</b>		0.00
<b>EFT</b>		0.00
	<b>May Total</b>	<b>0.00</b>
	<b>Total for May</b>	<b>\$ 493,808.83</b>

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

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

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

#### **Comments:**

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

#### **Statutory Environment:**

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

#### **Policy Implications:**

Policy 3.1.7 - Cheque Issue

**Strategic Implications:** Nil

**Recommendations:**

That council acknowledges that payments totalling \$493,808.83 for May 2022 have been made in accordance with the list included in these minutes, and scrutiny of the list has found that the payments are satisfactory.

**Voting Requirements:** Simple majority

**Resolution No 150622-04**

**Moved Cr Allan/Seconded Cr Miller**

That council acknowledges that payments totalling \$493,808.83 for May 2022 have been made in accordance with the list included in these minutes, and scrutiny of the list has found that the payments are satisfactory.

**Carried 7/0**

<b>List Of Accounts Due &amp; Submitted To Council</b>				
<b>31-May-22</b>				
<b>Chq/EFT</b>	<b>Date</b>	<b>Name</b>	<b>Description</b>	<b>Muni</b>
EFT12467	12/05/2022	AUSTRALIA POST	POSTAGE APRIL 2022	\$ 75.71
EFT12468	12/05/2022	A & M MEDICAL SVCES P/L	ANNUAL SERVICE TO MEDICAL OXYGEN EQUIPMENT 2022	\$ 111.60
EFT12469	12/05/2022	AD ENGINEERING PTY LTD	ANNUAL SUBSCRIPTION FEE 1/05/2022 TO 31/04/2022	\$ 528.00
EFT12470	12/05/2022	AUSTRALIAN TAXATION OFFICE FBT	FBT 01/04/2021- 31/03/2022	\$ 4,618.86
EFT12471	12/05/2022	BUNNINGS	STAINLESS STEEL PINNACLE AND TRUCK WINCHES	\$ 170.96
EFT12472	12/05/2022	CONPLANT	PADFOOT LOADER HIRE 12/04/2022 TO 30/04/2022	\$ 6,092.16
EFT12473	12/05/2022	PETER DENTON	ASSORTED PLANTS	\$ 341.80
EFT12474	12/05/2022	EWEN RURAL SUPPLIES	ACCOUNT APRIL 2022	\$ 2,952.22
EFT12475	12/05/2022	EASIFLEET MANAGEMENT	FACEY GROUP VEHICLE LEASE APRIL 2022	\$ 1,499.56
EFT12476	12/05/2022	ECO-EDGE ENVIRONMENTAL SERVICES	FLORA AND VEGETATION SURVEY	\$ 8,855.00
EFT12477	12/05/2022	FARMERS CENTRE	WORK ON LOADER	\$ 504.52
EFT12478	12/05/2022	GREAT SOUTHERN FUEL SUPPLIES	APRIL 2022 FUEL ACCOUNT	\$ 17,129.76
EFT12479	12/05/2022	HANCOCKS HOME HARDWARE	ANTI-SLIP TAPE	\$ 159.50
EFT12480	12/05/2022	BERYLE HOLM	CARAVAN PARK COMMISSION APRIL 2022	\$ 484.65
EFT12481	12/05/2022	IT VISION	IMPLEMENTATION SERVICES COA	\$ 3,982.00
EFT12482	12/05/2022	INSTANT PRODUCTS GROUP	TRANSPORT AND ONSITE SET UP OF CRIB ROOM	\$ 12,818.00
EFT12483	12/05/2022	KBUILT CONSTRUCTION	PRELIMINARIES 03/05/2022 TO 06/05/2022	\$ 2,658.00
EFT12484	12/05/2022	KOSTER'S STEEL CONSTRUCTIONS PTY LTD	GALVANISED LINTELS	\$ 1,485.00
EFT12485	12/05/2022	MARKETFORCE PRODUCTIONS	CEO ADVERTISEMENT- SATURDAY WEST AUSTRALIAN	\$ 2,661.33
EFT12486	12/05/2022	MCLEODS BARRISTERS & SOLICITORS	LEGAL OPINION- HARRISMITH GOLF CLUB LEASE	\$ 697.40
EFT12487	12/05/2022	3 MONKEYS AUDIO VISUAL PTY LTD	PORTABLE PA SYSTEM	\$ 3,579.84
EFT12488	12/05/2022	GREAT SOUTHERN WASTE DISPOSAL	WASTE COLLECTION 28/03/2022 TO 25/04/2022	\$ 9,337.13
EFT12489	12/05/2022	NARROGIN GLASS	SUPPLY AND REPLACE NEW WINDSCREENS	\$ 1,958.70
EFT12490	12/05/2022	NARROGIN QUARRY OPERATIONS	ROADBASE, RIP RAP AND BLUE METAL	\$ 5,994.22
EFT12491	12/05/2022	NARROGIN CARPETS & CURTAINS	INSTALLATION AND SUPPLY OF CURTAINS	\$ 2,101.00
EFT12492	12/05/2022	OFFICE OF REGIONAL ARCHITECTURE	10% OF STAGE 1 TO 30% COMPLETE	\$ 610.50
EFT12493	12/05/2022	PERFECT COMPUTER SOLUTIONS - PCS	COMPUTER SUPPORT APRIL	\$ 255.00
EFT12494	12/05/2022	PARRYS	PROTECTIVE CLOTHING	\$ 204.00
EFT12495	12/05/2022	RED FENCING	FENCING FOR AGED UNITS	\$ 33,181.00
EFT12496	12/05/2022	TANYA MARY SANDS	CARAVAN PARK COMMISSION APRIL 2022	\$ 398.50
EFT12497	12/05/2022	SAFE ROADS WA	PATCHING WORKS AS PER QUOTE 15	\$ 21,419.75
EFT12498	12/05/2022	SHIRE OF NARROGIN	RANGER SERVICES 17/02/2022	\$ 491.50
EFT12499	12/05/2022	TOTAL QUALITY CLEAN	FUNCTION ROOM CARPET CLEAN	\$ 605.00

EFT12500	12/05/2022	WCP CIVIL PTY LTD	SUPPLY AND LAY ASPHALT AT YEALERING INTERSECTIONS	\$ 29,537.54
EFT12501	12/05/2022	GRAEME WOODGER	FINAL PAYMENT FOR BRICKWORK AGED UNITS	\$ 21,206.00
EFT12502	12/05/2022	YEALERING AGPARTS	ASSORTED FUSES, SIGNS, FLOOR CLEANER AND JOINERS	\$ 1,082.10
EFT12503	12/05/2022	ZONE 50 ENGINEERING SURVEYS	SURVEYING GILLIMANNING BLACK SPOT	\$ 6,094.00
EFT12504	19/05/2022	ALECS POCKRAN	REFUND OF YEALERING HALL BOND	\$ 600.00
EFT12505	25/05/2022	AIR LIQUIDE WA PTY LTD	APRIL 2022 CYLINDER RENTAL	\$ 58.90
EFT12506	25/05/2022	DUFFY ELECTRICS	WORK ON NEW CRIB ROOM + WICKEPIN CARAVAN PARK	\$ 1,413.45
EFT12507	25/05/2022	DAVID KUPPERS	CORRECTION OF WITH HOLDING TAX	\$ 120.05
EFT12508	25/05/2022	EDWARDS MOTORS PTY LTD	VEHICLE CHANGOVER BUY 2022 MUX + TRADE 2021 MUX	\$ 2,300.00
EFT12509	25/05/2022	EFIRE & SAFETY	MAY 2022- 6 MONTH FIRE EQUIPMENT SERVICE	\$ 3,266.45
EFT12510	25/05/2022	ECO-EDGE ENVIRONMENTAL SERVICES	CLEARING PERMIT APPLICATION FEE	\$ 2,860.00
EFT12511	25/05/2022	DEPARTMENT OF FIRE AND EMERGENCY (DFES)	ESL 4TH QUARTER 2021/2022	\$ 4,787.20
EFT12512	25/05/2022	GEOFF PERKINS FARM MACHINERY	MOWER BAGS AND FREIGHT	\$ 240.20
EFT12513	25/05/2022	HANCOCKS HOME HARDWARE	GRAB RAIL, PAINT AND SILICONE	\$ 279.80
EFT12514	25/05/2022	INSTANT PRODUCTS GROUP	ADDITIONAL COST FOR DELIVERY AND CRANE HIRE	\$ 2,849.00
EFT12515	25/05/2022	Intelife	MULCH VARIOUS ROADS	\$ 70,059.00
EFT12516	25/05/2022	JASON SIGNMAKERS	STREET SIGNS AND ACCESSORIES	\$ 5,864.88
EFT12517	25/05/2022	KBUILT CONSTRUCTION	PRELIMINARIES 16/5- 20/5 MINUS DEBTOR INVOICE 8215	\$ 736.20
EFT12518	25/05/2022	MOORE AUSTRALIA	MANAGEMENT AND FINANCIAL WORKSHOPS MAY 2022	\$ 2,420.00
EFT12519	25/05/2022	NARROGIN LIQUOR BARONS	REFRESHMENTS	\$ 178.97
EFT12520	25/05/2022	NARROGIN TOYOTA	POLE SAW CHAINS AND EAR MUFFS	\$ 92.92
EFT12521	25/05/2022	NARROGIN & DISTRICTS PLUMBING SERVICE	INSTALL DRINK FOUNTAIN IN PARK	\$ 3,251.60
EFT12522	25/05/2022	PERFECT COMPUTER SOLUTIONS - PCS	DAILY MONITORING AND MANAGEMENT	\$ 42.50
EFT12523	25/05/2022	PINGELLY TYRE SERVICE	TYRES	\$ 1,871.10
EFT12524	25/05/2022	SNOW AND CO	REFUND OF HALL HIRE BOND FROM 20/05/2022	\$ 600.00
EFT12525	25/05/2022	ST JOHN AMBULANCE WESTERN AUSTRALIA	1 X ADULT DEFIBRILATOR PADS	\$ 77.00
EFT12526	25/05/2022	SHIRE OF NARROGIN	29/04/2022 SENIOR EHO CHARGE OUT	\$ 740.00
EFT12527	25/05/2022	TOLL IPEC	PATHWEST FREIGHT	\$ 11.01
EFT12528	25/05/2022	THE YEALERING PANTRY	CLEANING SUPPLIES	\$ 78.32
EFT12529	25/05/2022	TUNNEL VISION	RELINING OF SEWER PIT	\$ 9,845.00
EFT12530	25/05/2022	WICKEPIN MOTORS	REMOVE AND REFIT FRONT WINDSCREEN	\$ 902.00
EFT12531	25/05/2022	WICKEPIN NEWSAGENCY	CATERING FOR THE WALGA MEETING 22/4/22	\$ 930.70
EFT12532	25/05/2022	WURTH AUSTRALIA PTY LTD	TRUCK WASH AND CABLE TIES	\$ 300.74

EFT12533	25/05/2022	WICKEPIN COMMUNITY RESOURCE CENTRE	SERVICE WA GRANT + TECHNOLOGY NCLUSION GRANT	\$ 3,806.00
EFT12534	25/05/2022	WICKEPIN FOOTBALL CLUB	SILVER SPONSORSHIP 2022	\$ 500.00
EFT12535	25/05/2022	ZONE 50 ENGINEERING SURVEYS	SURVEY TOWN WATER ASSET RAILWAY DAM	\$ 8,833.00
EFT12536	31/05/2022	WA TREASURY	LOAN 103- BUILDING OF NEW STAFF HOUSE	\$ 21,416.28
			<b>TOTALS EFT</b>	<b>\$ 357,214.08</b>
15813	03/05/2022	SHIRE OF WICKEPIN	PETTY CASH 09/22 TO 03/22	\$ 134.10
15814	12/05/2022	SYNERGY	ELECTRICITY ACCOUNT 16TH FEBRUARY- 19TH APRIL 2022	\$ 2,938.59
15815	12/05/2022	WATER CORPORATION	WATER CHARGES 23/02/22 TO 27/04/22	\$ 2,241.84
15816	24/05/2022	DOCEP - BOND ADMINISTRATOR	HOUSING BOND	\$ 312.00
15817	25/05/2022	SYNERGY	ELECTRICITY ACCOUNT 10/03/2022 TO 10/05/2022	\$ 12,979.95
15818	25/05/2022	WATER CORPORATION	SERVICE CHARGES 1 MAY 2022 - 30 JUNE 2022	\$ 47.77
			<b>TOTALS CHEQUES</b>	<b>\$ 18,654.25</b>
DD13103.1	04/05/2022	AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	\$ 4,150.92
DD13103.2	04/05/2022	ANZ SUPER	SUPERANNUATION CONTRIBUTIONS	\$ 30.94
DD13103.3	04/05/2022	MLC SUPER FUND	SUPERANNUATION CONTRIBUTIONS	\$ 344.77
DD13103.4	04/05/2022	PRIME SUPER	SUPERANNUATION CONTRIBUTIONS	\$ 804.04
DD13103.5	04/05/2022	AUSTRALIAN ETHICAL SUPER	SUPERANNUATION CONTRIBUTIONS	\$ 223.85
DD13103.6	04/05/2022	COLONIAL FIRST STATE	SUPERANNUATION CONTRIBUTIONS	\$ 371.43
DD13103.7	04/05/2022	NETWEALTH INVESTMENTS	SUPERANNUATION CONTRIBUTIONS	\$ 218.85
DD13103.8	04/05/2022	AUSTRALIAN SUPER	SUPERANNUATION CONTRIBUTIONS	\$ 157.48
DD13103.9	04/05/2022	ESSENTIAL SUPER	SUPERANNUATION CONTRIBUTIONS	\$ 179.87
DD13132.1	18/05/2022	AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	\$ 4,365.85
DD13132.2	18/05/2022	ANZ SUPER	SUPERANNUATION CONTRIBUTIONS	\$ 123.04
DD13132.3	18/05/2022	MLC SUPER FUND	SUPERANNUATION CONTRIBUTIONS	\$ 355.03
DD13132.4	18/05/2022	PRIME SUPER	SUPERANNUATION CONTRIBUTIONS	\$ 827.19
DD13132.5	18/05/2022	AUSTRALIAN ETHICAL SUPER	SUPERANNUATION CONTRIBUTIONS	\$ 232.08
DD13132.6	18/05/2022	COLONIAL FIRST STATE	SUPERANNUATION CONTRIBUTIONS	\$ 377.51
DD13132.7	18/05/2022	NETWEALTH INVESTMENTS	SUPERANNUATION CONTRIBUTIONS	\$ 218.85
DD13132.8	18/05/2022	AUSTRALIAN SUPER	SUPERANNUATION CONTRIBUTIONS	\$ 130.78
DD13132.9	18/05/2022	ESSENTIAL SUPER	SUPERANNUATION CONTRIBUTIONS	\$ 191.17
			<b>TOTALS SUPERANNUATION</b>	<b>\$ 13,303.65</b>
DD13141.1	20/05/2022	WESTNET PTY LTD	INTERNET CHARGES 01/06/2022 TO 01/07/2022	\$ 174.90
DD13101.1	02/05/2022	3E ADVANTAGE PTY LTD	PHOTOCOPIER PAYMENTS 01/04/2022 TO 30/04/2022	\$ 1,095.05
			<b>TOTALS DIRECT DEBITS</b>	<b>\$ 1,269.95</b>
63120222	12/05/2022	TELSTRA	SATELLITE PHONE ACCOUNT MAY 2022	\$ 45.00
			<b>TOTALS BPAY</b>	<b>\$ 45.00</b>

98020522	02/05/2022	DEPT OF TRANSPORT	TRANS LICENSING	\$ 1,816.80
98040522	04/05/2022	DEPT OF TRANSPORT	TRANS LICENSING	\$ 30.50
98050522	05/05/2022	DEPT OF TRANSPORT	TRANS LICENSING	\$ 559.00
98060522	06/05/2022	DEPT OF TRANSPORT	TRANS LICENSING	\$ 485.30
98100522	10/05/2022	DEPT OF TRANSPORT	TRANS LICENSING	\$ 125.85
98110522	11/05/2022	DEPT OF TRANSPORT	TRANS LICENSING	\$ 254.35
98120522	12/05/2022	DEPT OF TRANSPORT	TRANS LICENSING	\$ 161.05
98130522	13/05/2022	DEPT OF TRANSPORT	TRANS LICENSING	\$ 1,284.95
98180522	18/05/2022	DEPT OF TRANSPORT	TRANS LICENSING	\$ 200.40
98190522	19/05/2022	DEPT OF TRANSPORT	TRANS LICENSING	\$ 980.75
98200522	20/05/2022	DEPT OF TRANSPORT	TRANS LICENSING	\$ 852.40
98230522	23/05/2022	DEPT OF TRANSPORT	TRANS LICENSING	\$ 1,540.40
98240522	24/05/2022	DEPT OF TRANSPORT	TRANS LICENSING	\$ 5,235.40
98250522	25/05/2022	DEPT OF TRANSPORT	TRANS LICENSING	\$ 1,880.75
98260522	26/05/2022	DEPT OF TRANSPORT	TRANS LICENSING	\$ 1,040.40
98300522	30/05/2022	DEPT OF TRANSPORT	TRANS LICENSING	\$ 124.60
			<b>TOTALS LICENSING</b>	\$ 16,572.90
5/05/2022		PAYROLL	PAYROLL	\$ 42,404.00
18/05/2022		PAYROLL	PAYROLL	\$ 44,345.00
			<b>TOTALS PAYROLL</b>	\$ 86,749.00
			<b>TOTAL PAYMENTS FOR MAY 2022</b>	\$ 493,808.83



## GOVERNANCE, AUDIT AND COMMUNITY SERVICES

### 10.2.02 Financial Report

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<b>Submission To:</b>	<b>Ordinary Council</b>
<b>Location / Address:</b>	<b>Whole Shire</b>
<b>Name of Applicant:</b>	<b>Erika Clement – Deputy Chief Executive Officer</b>
<b>File Reference:</b>	<b>FM.FR.1212</b>
<b>Author:</b>	<b>Erika Clement – Deputy Chief Executive Officer</b>
<b>Disclosure of any Interest:</b>	<b>Nil</b>
<b>Date of Report:</b>	<b>31 May 2022</b>

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**Enclosure/Attachments:** 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 financial reports.

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

#### **Comments:**

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

#### **Statutory Environment:**

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

Local Government (Financial Management) Regulations 1996.

34. Financial reports to be prepared s. 6.4

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

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

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

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

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

- (a) According to nature and type classification;

- (b) By program; or
- (c) By business unit.

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

(a) Presented to the council -

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

(b) Recorded in the minutes of the meeting at which it is presented.

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

**Policy Implications:** Nil

**Strategic Implications:** Nil

**Recommendations:**

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

**Voting Requirements:** Simple majority

**Resolution No 150622-05**

**Moved Cr Astbury/Seconded Cr Corke**

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

**Carried 7/0**



## SHIRE OF WICKEPIN

### MONTHLY FINANCIAL REPORT

For the Period Ended 31 May 2022

LOCAL GOVERNMENT ACT 1995

LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996

### TABLE OF CONTENTS

Compilation Report	2
Monthly Summary Information	3
Statement of Financial Activity by Program	6
Statement of Financial Activity By Nature or Type	7
Statement of Capital Acquisitions and Capital Funding	8
Note 1 Significant Accounting Policies	9
Note 2 Explanation of Material Variances	16
Note 3 Net Current Funding Position	17
Note 4 Cash and Investments	18
Note 5 Budget Amendments	19
Note 6 Receivables	20
Note 7 Cash Backed Reserves	21
Note 8 Capital Disposals	22
Note 9 Rating Information	23
Note 10 Information on Borrowings	24
Note 11 Grants and Contributions	25
Note 12 Trust	26
Note 13 Details of Capital Acquisitions	27

## Shire of Wickepin

### Compilation Report

For the Period Ended 31 May 2022

### Report Purpose

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

### Overview

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

### Statement of Financial Activity by reporting program

Is presented on page 6 and shows a surplus as at 31 May 2022 of \$1,614,525.

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

### Preparation

Prepared by: Erika Clement DCEO

Date prepared: 2-Jun-22

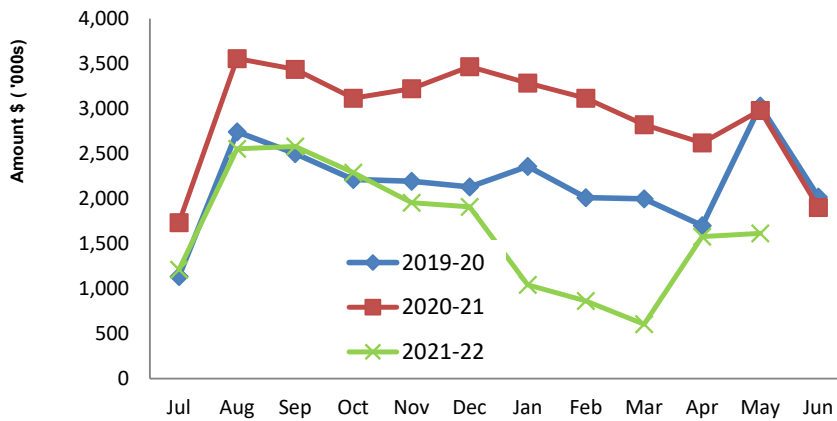
Reviewed by: Mark Hook CEO

## Shire of Wickepin

### Monthly Summary Information

For the Period Ended 31 May 2022

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



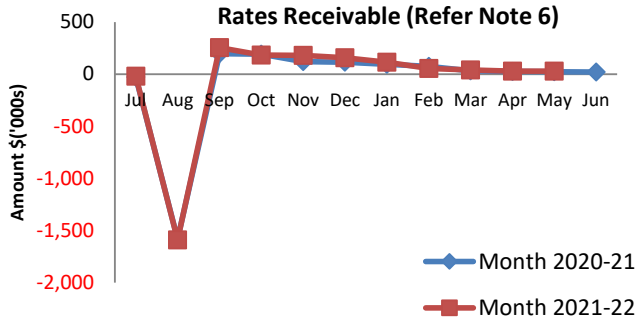
**Cash and Cash Equivalents as at period end**

Unrestricted	\$ 2,530,829
Restricted	\$ 2,824,404
	\$ 5,355,233

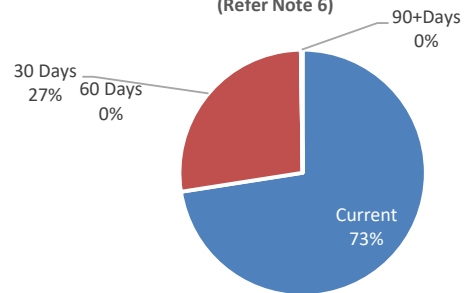
**Receivables**

Rates	\$ 28,351
Other	\$ 5,262
	\$ 33,613

**Rates Receivable (Refer Note 6)**



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



**Comments**

Unrestricted cash includes the following payments in advance

22/23 FESA paid in advance

22/23 Grants Commission - General

\$794,288

22/23 Grants Commission - Roads

\$492,655

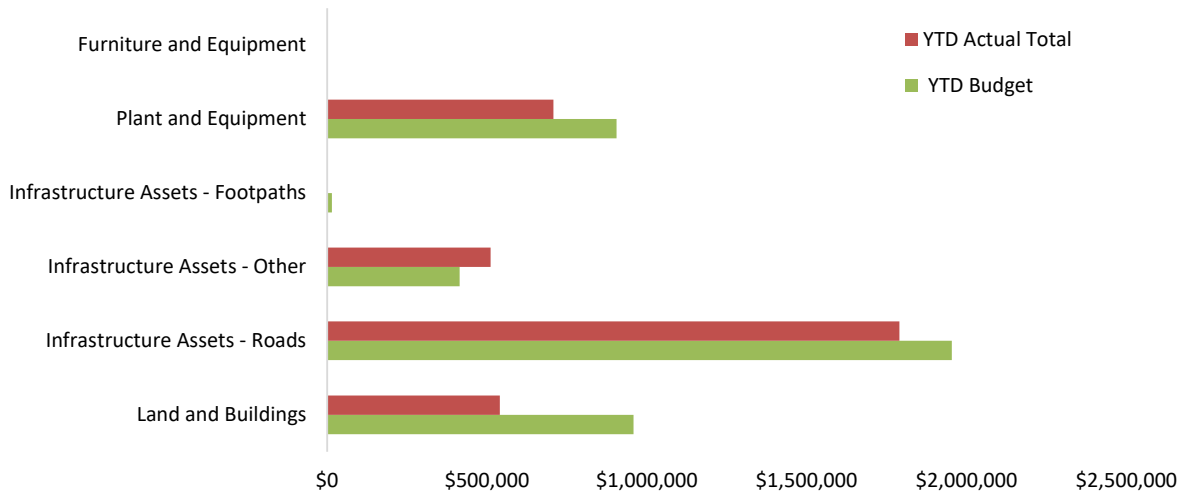
**Amounts paid in advance**

**\$1,286,943**

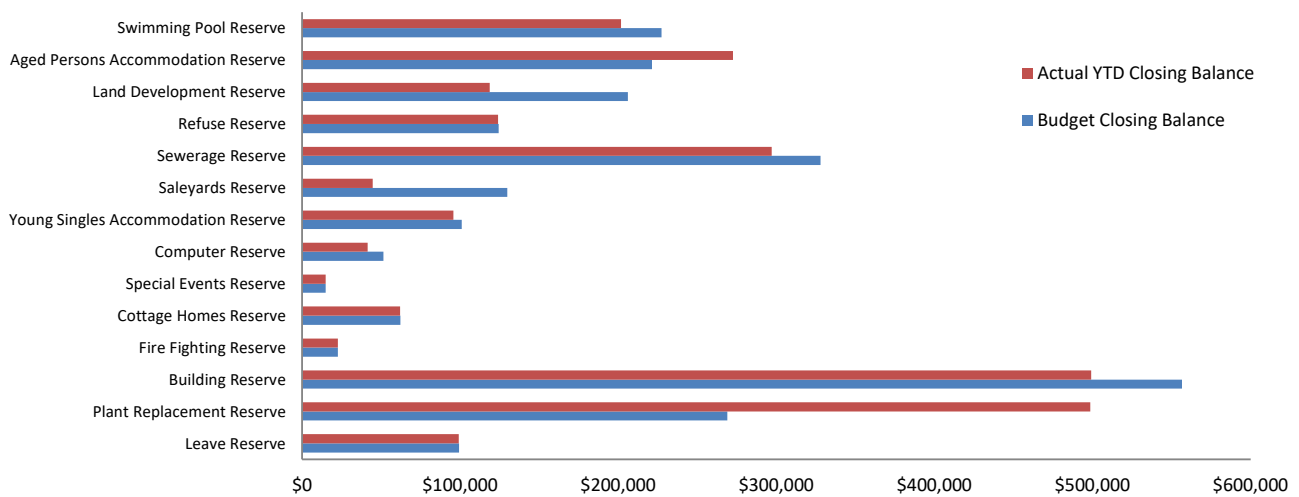
This information is to be read in conjunction with the accompanying Financial Statements and notes.

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

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



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



### Comments

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

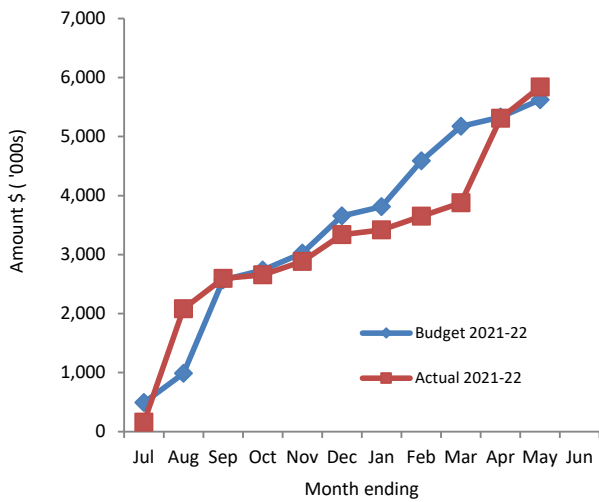
# Shire of Wickepin

## Monthly Summary Information

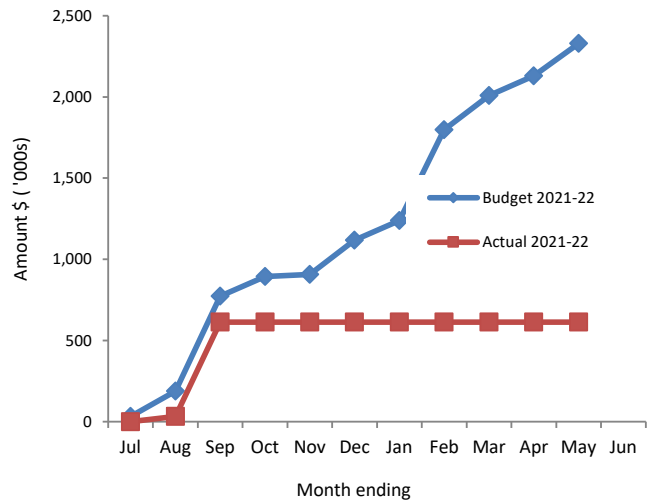
For the Period Ended 31 May 2022

### Revenues

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

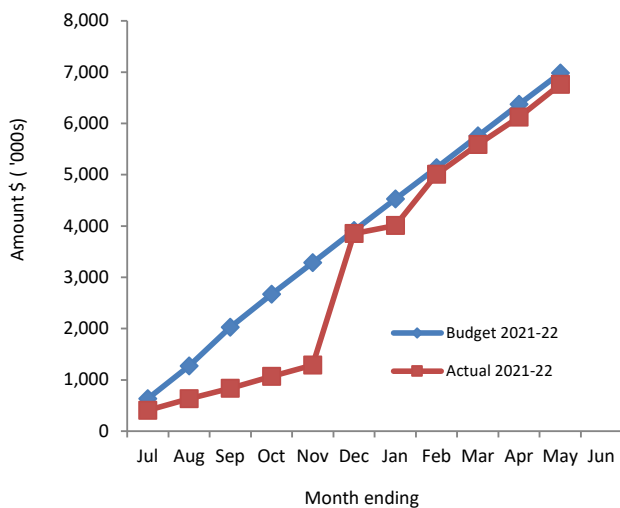


**Budget Capital Revenue -v- Actual (Refer Note 2)**

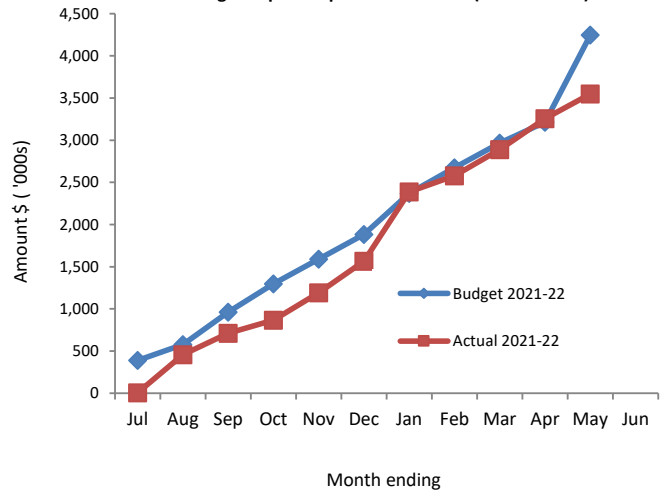


### Expenditure

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



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



### Comments

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



**SHIRE OF WICKEPIN**  
**STATEMENT OF FINANCIAL ACTIVITY**  
**(Statutory Reporting Program)**  
**For the Period Ended 31 May 2022**

	Note	Annual Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
<b>Operating Revenues</b>		\$	\$	\$	\$	%	
Governance		1,725	1,573	9,541	7,968	506.55%	
General Purpose Funding - Rates	9	1,398,297	1,397,137	1,407,126	9,989	0.71%	
General Purpose Funding - Other		782,761	781,078	2,084,345	1,303,267	166.85%	▲
Law, Order and Public Safety		97,284	92,984	102,974	9,990	10.74%	
Health		700	627	100	(527)	(84.05%)	
Education and Welfare		300	264	2,868	2,604	986.43%	
Housing		907,934	888,925	70,324	(818,601)	(92.09%)	▼
Community Amenities		188,570	184,384	231,263	46,879	25.42%	▲
Recreation and Culture		195,767	191,184	201,132	9,948	5.20%	
Transport		1,968,736	1,725,805	1,612,064	(113,742)	(6.59%)	
Economic Services		334,135	328,630	80,034	(248,596)	(75.65%)	▼
Other Property and Services		34,000	31,152	38,216	7,064	22.67%	
<b>Total Operating Revenue</b>		<b>5,910,209</b>	<b>5,623,743</b>	<b>5,839,987</b>	<b>216,244</b>		
<b>Operating Expense</b>							
Governance		(500,591)	(458,187)	(390,311)	67,876	14.81%	▼
General Purpose Funding		(102,524)	(93,973)	(67,887)	26,086	27.76%	▼
Law, Order and Public Safety		(238,302)	(222,329)	(230,325)	(7,996)	(3.60%)	
Health		(25,055)	(22,913)	(23,665)	(752)	(3.28%)	
Education and Welfare		(26,840)	(24,530)	(19,797)	4,733	19.29%	▼
Housing		(165,862)	(150,803)	(145,695)	5,108	3.39%	
Community Amenities		(426,833)	(391,425)	(375,631)	15,794	4.04%	
Recreation and Culture		(997,842)	(914,052)	(1,058,250)	(144,198)	(15.78%)	▲
Transport		(4,899,391)	(4,490,871)	(4,232,316)	258,555	5.76%	
Economic Services		(262,672)	(240,515)	(222,893)	17,622	7.33%	
Other Property and Services		36,166	29,169	8,019	(21,150)	72.51%	
<b>Total Operating Expenditure</b>		<b>(7,609,745)</b>	<b>(6,980,429)</b>	<b>(6,758,751)</b>	<b>221,678</b>		
<b>Funding Balance Adjustments</b>							
Add back Depreciation		4,727,594	4,333,560	4,382,302	48,742	1.12%	
Adjust (Profit)/Loss on Asset Disposal	8	(79,557)	(81,317)	(54,574)	26,743	(32.89%)	
Adjust Provisions and Accruals		282	0	0	0		
Adjust Rounding		0	0	0	0		
<b>Net Cash from Operations</b>		<b>2,948,783</b>	<b>2,895,557</b>	<b>3,408,963</b>	<b>513,406</b>		
<b>Capital Revenues</b>							
Proceeds from Disposal of Assets	8	378,000	315,000	290,374	(24,626)	(7.82%)	
<b>Total Capital Revenues</b>		<b>378,000</b>	<b>315,000</b>	<b>290,374</b>	<b>(24,626)</b>		
<b>Capital Expenses</b>							
Land and Buildings	13	(1,097,025)	(958,368)	(539,909)	418,459	43.66%	▼
Infrastructure - Roads	13	(2,125,019)	(1,953,457)	(1,826,294)	127,163	6.51%	
Infrastructure - Footpaths	13	(15,000)	(15,000)	0	15,000	100.00%	▼
Infrastructure -Other	13	(414,000)	(414,000)	(474,492)	(60,492)	(14.61%)	▲
Plant and Equipment	13	(959,000)	(905,000)	(707,255)	197,745	21.85%	▼
<b>Total Capital Expenditure</b>		<b>(4,610,044)</b>	<b>(4,245,825)</b>	<b>(3,547,950)</b>	<b>697,875</b>		
<b>Net Cash from Capital Activities</b>		<b>(4,232,044)</b>	<b>(3,930,825)</b>	<b>(3,257,576)</b>	<b>673,249</b>		
<b>Financing</b>							
Proceeds from New Debentures	10	0	0	0	0		
Self-Supporting Loan Principal		6,847	3,424	6,848	3,424	100.02%	
Transfer from Reserves	7	283,000	0	0	0		
Repayment of Debentures	10	(46,139)	(46,139)	(46,139)	(0)	(0.00%)	
Transfer to Reserves	7	(561,000)	0	0	0		
<b>Net Cash from Financing Activities</b>		<b>(317,292)</b>	<b>(42,716)</b>	<b>(39,291)</b>	<b>3,424</b>		
<b>Net Operations, Capital and Financing</b>		<b>(1,600,553)</b>	<b>(1,077,984)</b>	<b>112,096</b>	<b>1,190,079</b>		
<b>Opening Funding Surplus(Deficit)</b>	3	<b>1,601,290</b>	<b>1,502,429</b>	<b>1,502,429</b>	<b>0</b>	<b>0.00%</b>	
<b>Closing Funding Surplus(Deficit)</b>	3	<b>737</b>	<b>424,446</b>	<b>1,614,525</b>	<b>1,190,079</b>		

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

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

**SHIRE OF WICKEPIN**  
**STATEMENT OF FINANCIAL ACTIVITY**  
**(By Nature or Type)**  
**For the Period Ended 31 May 2022**

	Note	Amended Annual Budget	Amended YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
<b>Operating Revenues</b>		\$	\$	\$	\$	%	
Rates	9	1,398,297	1,397,115	1,407,126	10,011	0.72%	
Operating Grants, Subsidies and Contributions	11	1,659,826	1,653,056	2,302,357	649,301	39.28%	▲
Fees and Charges		465,438	442,880	470,958	28,078	6.34%	
Service Charges		0	0	0	0		
Interest Earnings		17,300	15,851	4,560	(11,291)	(71.23%)	▼
Other Revenue		0	0	19,785	19,785		▲
Profit on Disposal of Assets	8	100,545	100,545	57,491	(43,054)		
<b>Total Operating Revenue</b>		<b>3,641,406</b>	<b>3,609,447</b>	<b>4,262,276</b>	<b>652,829</b>		
<b>Operating Expense</b>							
Employee Costs		(1,236,634)	(1,135,654)	(1,105,902)	29,752	2.62%	
Materials and Contracts		(1,198,778)	(1,093,826)	(799,033)	294,793	26.95%	▲
Utility Charges		(187,750)	(170,121)	(205,444)	(35,323)	(20.76%)	▼
Depreciation on Non-Current Assets		(4,727,594)	(4,333,560)	(4,382,302)	(48,742)	(1.12%)	
Interest Expenses		(4,032)	(2,262)	(5,148)	(2,886)	(127.61%)	
Insurance Expenses		(214,969)	(208,376)	(213,531)	(5,155)	(2.47%)	
Other Expenditure		(19,000)	(17,402)	(44,474)	(27,072)	(155.57%)	▼
Loss on Disposal of Assets	8	(20,988)	(19,228)	(2,916)	16,312	84.83%	
<b>Total Operating Expenditure</b>		<b>(7,609,745)</b>	<b>(6,980,429)</b>	<b>(6,758,751)</b>	<b>221,678</b>		
<b>Funding Balance Adjustments</b>							
Add back Depreciation		4,727,594	4,333,560	4,382,302	48,742	1.12%	
Adjust (Profit)/Loss on Asset Disposal	8	(79,557)	(81,317)	(54,574)	26,743	(32.89%)	
Adjust Provisions and Accruals		282	0	0	0		
Adjust Rounding		0	0	0	0		
<b>Net Cash from Operations</b>		<b>679,980</b>	<b>881,261</b>	<b>1,831,253</b>	<b>949,992</b>		
<b>Capital Revenues</b>							
Grants, Subsidies and Contributions	11	2,268,803	2,014,296	1,549,285	(465,011)	(23.09%)	▼
Proceeds from Disposal of Assets	8	378,000	315,000	290,374	(24,626)	(7.82%)	
Proceeds from Sale of Assets		0	0	28,426	28,426		
<b>Total Capital Revenues</b>		<b>2,646,803</b>	<b>2,329,296</b>	<b>1,868,084</b>	<b>(461,212)</b>		
<b>Capital Expenses</b>							
Land and Buildings	13	(1,097,025)	(958,368)	(539,909)	418,459	43.66%	▲
Infrastructure - Roads	13	(2,125,019)	(1,953,457)	(1,826,294)	127,163	6.51%	
Infrastructure - Footpaths	13	(15,000)	(15,000)	0	15,000	100.00%	▲
Infrastructure - Drainage	13	(414,000)	(414,000)	(474,492)	(60,492)	(14.61%)	▼
Plant and Equipment	13	(959,000)	(905,000)	(707,255)	197,745	21.85%	▲
<b>Total Capital Expenditure</b>		<b>(4,610,044)</b>	<b>(4,245,825)</b>	<b>(3,547,950)</b>	<b>697,875</b>		
<b>Net Cash from Capital Activities</b>		<b>(1,963,241)</b>	<b>(1,916,529)</b>	<b>(1,679,866)</b>	<b>236,663</b>		
<b>Financing</b>							
Proceeds from New Debentures		0	0	0	0		
Proceeds from Advances		0	0	0	0		
Self-Supporting Loan Principal		6,847	3,424	6,848	3,424	100.02%	
Transfer from Reserves	7	283,000	0	0	0		
Advances to Community Groups		0	0	0	0		
Repayment of Debentures	10	(46,139)	(46,139)	(46,139)	(0)	(0.00%)	
Transfer to Reserves	7	(561,000)	0	0	0		
<b>Net Cash from Financing Activities</b>		<b>(317,292)</b>	<b>(42,716)</b>	<b>(39,291)</b>	<b>3,424</b>		
<b>Net Operations, Capital and Financing</b>		<b>(1,600,553)</b>	<b>(1,077,984)</b>	<b>112,096</b>	<b>1,190,079</b>		
<b>Opening Funding Surplus(Deficit)</b>	3	<b>1,601,290</b>	<b>1,502,429</b>	<b>1,502,429</b>	<b>0</b>	<b>0.00%</b>	
<b>Closing Funding Surplus(Deficit)</b>	3	<b>737</b>	<b>424,446</b>	<b>1,614,525</b>	<b>1,190,079</b>		

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

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

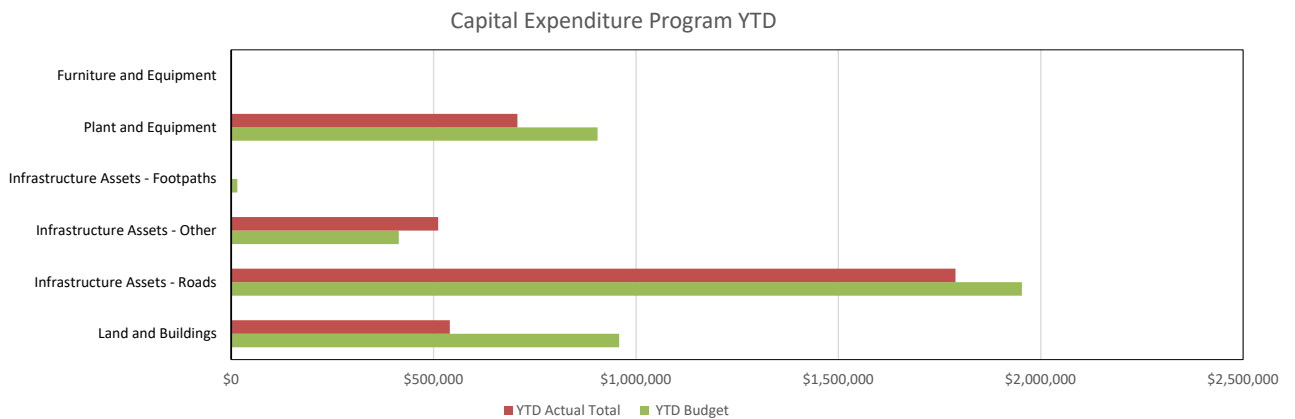
**SHIRE OF WICKEPIN**  
**STATEMENT OF CAPITAL ACQUISITIONS AND CAPITAL FUNDING**  
 For the Period Ended 31 May 2022

Capital Acquisitions	Note	YTD 31 05 2022					
		YTD Actual New /Upgrade (a)	YTD Actual (Renewal Expenditure) (b)	YTD Actual Total (c) = (a)+(b)	YTD Budget (d)	Amended Annual Budget	Variance (d) - (c)
Land and Buildings	13	\$ 539,909	\$ 0	\$ 539,909	\$ 958,368	\$ 1,097,025	\$ (418,459)
Infrastructure Assets - Roads	13		1,789,354	1,789,354	1,953,457	2,125,019	(164,103)
Infrastructure Assets - Other	13	511,432	0	511,432	414,000	414,000	97,432
Infrastructure Assets - Footpaths	13	0	0	0	15,000	15,000	(15,000)
Plant and Equipment	13	707,255	0	707,255	905,000	959,000	(197,745)
Furniture and Equipment	13	0	0	0	0	0	0
<b>Capital Expenditure Totals</b>		<b>1,758,596</b>	<b>1,789,354</b>	<b>3,547,950</b>	<b>4,245,825</b>	<b>4,610,044</b>	<b>(697,875)</b>

**Funded By:**

Capital Grants and Contributions	1,549,285	2,268,803	2,268,803	719,518
Borrowings	0	0	0	0
Other (Disposals & C/Fwd)	290,374	315,000	(79,557)	(24,626)
Own Source Funding - Cash Backed Reserves				
Aged Accommodation Reserve	52,000	0		52,000
Plant Reserve	231,000			231,000
Building Reserve				
<b>Total Own Source Funding - Cash Backed Reserves</b>	<b>0</b>	<b>0</b>	<b>(283,000)</b>	<b>0</b>
Own Source Funding - Operations	1,425,291	1,662,022	2,420,798	(236,731)
<b>Capital Funding Total</b>	<b>3,547,950</b>	<b>4,245,825</b>	<b>4,610,044</b>	<b>(697,875)</b>

Comments and graphs



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

**1. SIGNIFICANT ACCOUNTING POLICIES**

**(a) Basis of Accounting**

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

Except for cash flow and rate setting information, the report has also been prepared on the accrual basis and is based on historical costs, modified, where applicable, by the measurement at fair value of selected non-current assets, financial assets and liabilities.

**Critical Accounting Estimates**

The preparation of a financial report in conformity with Australian Accounting Standards requires management to make judgements, estimates and assumptions that effect the application of policies and reported amounts of assets and liabilities, income and expenses that are believed to be reasonable under the circumstances; the results of which form the basis of making the judgements about carrying values of assets and liabilities that are not readily apparent from other sources. Actual results may differ from these estimates.

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

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

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

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

**(c) Rounding Off Figures**

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

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

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

**(e) Goods and Services Tax**

Revenues, expenses and assets are recognised net of the amount of GST, except where the amount of GST incurred is not recoverable from the Australian Taxation Office (ATO).

Receivables and payables are stated inclusive of GST receivable or payable.

The net amount of GST recoverable from, or payable to, the ATO is included with receivables or payables in the statement of financial position.

Cash flows are presented on a gross basis. The GST components of cash flows arising from investing or financing activities which are recoverable from, or payable to, the ATO are presented as operating cash flows.

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

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

**(f) Cash and Cash Equivalents**

Cash and cash equivalents include cash on hand, cash at bank, deposits available on demand with banks and other short term highly liquid investments that are readily convertible to known amounts of cash and which are subject to an insignificant risk of changes in value and bank overdrafts.

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

**(g) Trade and Other Receivables**

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

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

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

**(h) Inventories**

***General***

Inventories are measured at the lower of cost and net realisable value.

Net realisable value is the estimated selling price in the ordinary course of business less the estimated costs of completion and the estimated costs necessary to make the sale.

***Land Held for Resale***

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

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

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

**(i) Fixed Assets**

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

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

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

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

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

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

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

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

**(k) Trade and Other Payables**

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

**(l) Employee Benefits**

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

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

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

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

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

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

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

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

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

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

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

***Borrowing Costs***

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

**(n) Provisions**

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

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

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

In the determination of whether an asset or liability is current or non-current, consideration is given to the time when each asset or liability is expected to be settled. The asset or liability is classified as current if it is expected to be settled within the next 12 months, being the Council's operational cycle. In the case of liabilities where Council does not have the unconditional right to defer settlement beyond 12 months, such as vested long service leave, the liability is classified as current even if not expected to be settled within the next 12 months. Inventories held for trading are classified as current even if not expected to be realised in the next 12 months except for land held for resale where it is held as non current based on Council's intentions to release for sale.



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

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

**(p) Nature or Type Classifications**

**Rates**

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

**Operating Grants, Subsidies and Contributions**

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

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

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

**Profit on Asset Disposal**

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

**Fees and Charges**

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

**Service Charges**

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

**Interest Earnings**

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

**Other Revenue / Income**

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

**Employee Costs**

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

**Materials and Contracts**

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

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

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

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

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

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

**Insurance**

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

**Loss on asset disposal**

Loss on the disposal of fixed assets.

**Depreciation on non-current assets**

Depreciation expense raised on all classes of assets.

**Interest expenses**

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

**Other expenditure**

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

**(r) Statement of Objectives**

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

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

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

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

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

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

**(s) GOVERNANCE**

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

**GENERAL PURPOSE FUNDING**

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

**LAW, ORDER, PUBLIC SAFETY**

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

**HEALTH**

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

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

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

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

**HOUSING**

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

**COMMUNITY AMENITIES**

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

**RECREATION AND CULTURE**

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

**TRANSPORT**

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

**ECONOMIC SERVICES**

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

**OTHER PROPERTY & SERVICES**

Plant works, plant overheads and stock of materials.

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

**Note 2: EXPLANATION OF MATERIAL VARIANCES**

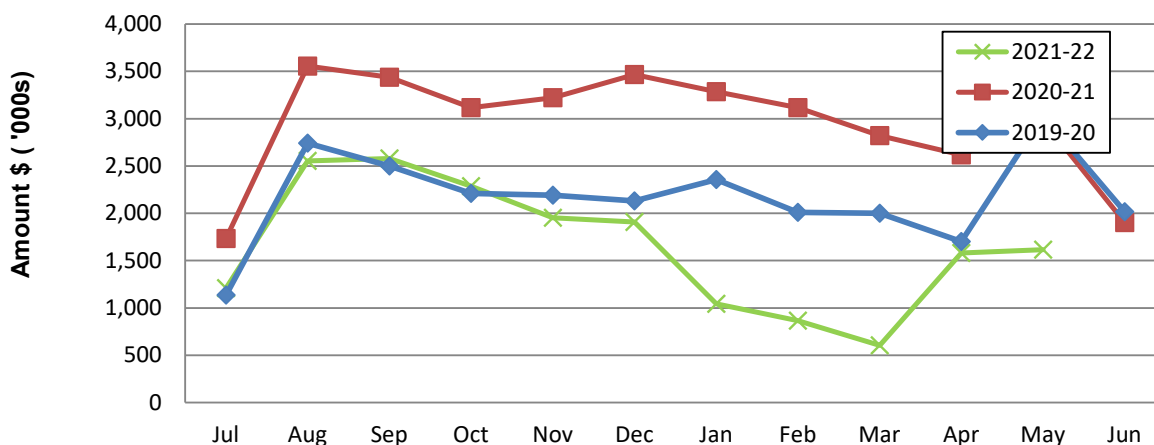
Reporting Program	Var. \$	Var. %	Var.	Timing/ Permanent	Explanation of Variance
<b>Operating Revenues</b>	\$	%			
<b>Governance</b>	7,968	506.55%			
General Purpose Funding - Other	1,303,267	166.85%	▲	Permanent	Advance payment of 22/23 FAGS grants
Law, Order and Public Safety	9,990	10.74%			
Housing	(818,601)	(92.09%)	▼	Timing	Aged Units income from Contract liabilities conditions not yet met. Yarling Court income less
Community Amenities	46,879	25.42%	▲	Permanent	Sale of Recycled Materials not budgeted for.
Recreation and Culture	9,948	5.20%			
Transport	(113,742)	(6.59%)			
Economic Services	(248,596)	(75.65%)	▼	Timing	Standpipe charges & building fees less
Other Property and Services	7,064	22.67%			
<b>Operating Expense</b>					
Governance	67,876	14.81%	▼		Sadmin Salaries, Printing & Stationary & staff Training cost less
General Purpose Funding	26,086	27.76%	▼	Timing	Over Several accounts. Valuation Expenses, Title Searches.
Law, Order and Public Safety	(7,996)	(3.60%)			
Health	(752)	(3.28%)			
Education and Welfare	4,733	19.29%	▼	Timing	Donations lower, CDOP Projects less
Housing	5,108	3.39%			
Community Amenities	15,794	4.04%			
Recreation and Culture	(144,198)	(15.78%)	▲	Timing	Over Several Accounts, Halls, Community Centres, Parks & Gardens and Swimming pool maintenance expenses higher
Transport	258,555	5.76%			
Economic Services	17,622	7.33%			
Other Property and Services	(21,150)	72.51%			
<b>Capital Revenues</b>					
Grants, Subsidies and Contributions	(465,011)	(23.09%)	▼	Timing	Roads funding not yet received, LRCI funding not yet received
Proceeds from Disposal of Assets	(24,626)	(7.82%)			
<b>Capital Expenses</b>					
Land and Buildings	418,459	43.66%	▼	Timing	Aged units not yet completed. Harrsmith Public toilet still to be done
Infrastructure - Roads	127,163	6.51%			
Infrastructure - Other	(60,492)	(14.61%)	▲	Permanent	Wogolin Playground amendments
Infrastructure - Footpaths	15,000	100.00%	▼	Timing	Footpaths not yet started
Plant and Equipment	197,745	21.85%	▼	Timing	Plant not yet purchased ( due to delivery issues)
<b>Financing</b>					
Loan Principal	(0)	(0.00%)			

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

**Note 3: NET CURRENT FUNDING POSITION**

		Positive=Surplus (Negative=Deficit)		
Note	YTD 31 May 2022	30 June 2020	YTD 30 May 2021	
	\$	\$	\$	
<b>Current Assets</b>				
Cash Unrestricted	4	2,530,829	2,472,116	975,440
Cash Restricted	4	2,824,404	2,536,024	1,274,113
Receivables - Rates	6	28,351	22,107	73,835
Receivables -Other	6	5,262	29,288	112,223
Interest / ATO Receivable/Trust		6,736	87,804	27,693
		5,395,582	5,147,340	2,463,304
<b>Less: Current Liabilities</b>				
Payables	-	48,864	(27,403)	(26,842)
Contract Liabilities	-	680,134	(853,441)	
Provisions	-	227,654	(228,043)	(144,743)
	-	956,653	(1,108,886)	(171,586)
Less: Cash Reserves	7	-	2,824,404	(1,274,113)
<b>Net Current Funding Position</b>		<b>1,614,525</b>	<b>1,502,429</b>	<b>1,017,605</b>

**Note 3 - Liquidity Over the Year**



**Comments - Net Current Funding Position**

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

**Note 4: CASH AND INVESTMENTS**

	Interest Rate	Unrestricted \$	Restricted \$	Trust \$	Total Amount \$	Institution	Maturity Date
<b>(a) Cash Deposits</b>							
Municipal Bank Account	0.00%	350,328			350,328	ANZ	At Call
Reserve Bank Account	0.00%		0		0	ANZ	At Call
Trust Bank Account	0.00%			23,633	23,633	ANZ	At Call
Cash On Hand	Nil	700.00			700	N/A	On Hand
<b>(b) Term Deposits</b>							
Municipal					0		
Municipal					0		
Municipal	0.05%	2,179,560			2,179,560	WA Treasury	At Call
Reserve	0.40%		2,824,404		2,824,404	Bendigo Bank	17-Jun-22
Trust	0.40%			198,957	198,957	Bendigo Bank	17-Jun-22
<b>Total</b>		<b>2,530,588</b>	<b>2,824,404</b>	<b>222,590</b>	<b>5,577,583</b>		

**Comments/Notes - Investments**

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

**Note 5: BUDGET AMENDMENTS**

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

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



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

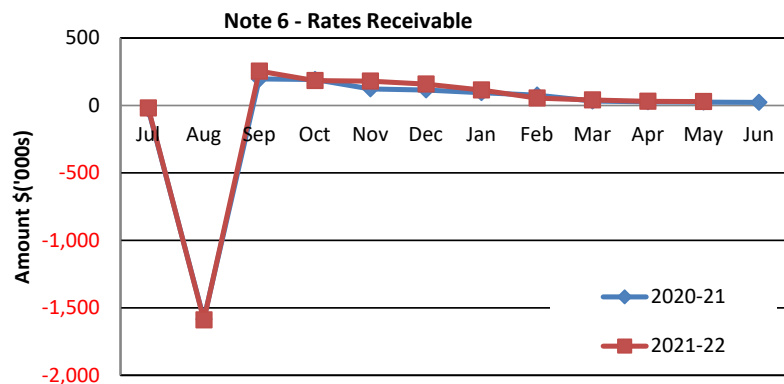
**Note 6: RECEIVABLES**

**Receivables - Rates Receivable**

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

**Net Rates Collectable**  
% Collected

	YTD 31 May 2022	30 June 2021
	\$	\$
Opening Arrears Previous Years	19,522	19,522
Levied this year	1,585,223	1,534,110
<u>Less</u> Collections to date	(1,576,394)	(1,519,102)
Equals Current Outstanding	<b>28,351</b>	<b>34,530</b>
<b>Net Rates Collectable</b>	<b>28,351</b>	<b>34,530</b>
% Collected	98.23%	97.78%



**Comments/Notes - Receivables Rates**

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

**Receivables - General**

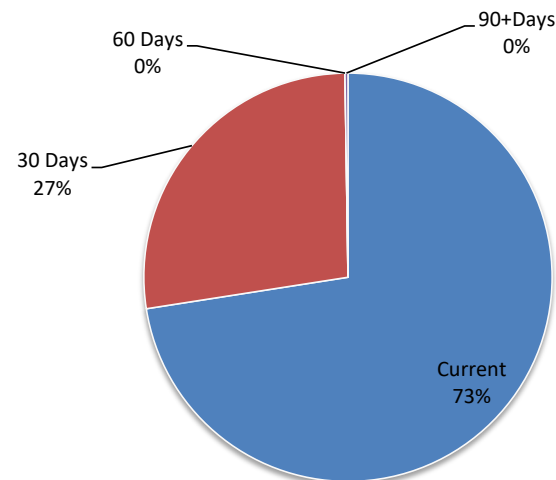
Receivables - General

**Total Receivables General Outstanding**

Amounts shown above include GST (where applicable)

	Current	30 Days	60 Days	90+Days
	\$	\$	\$	\$
Receivables - General	3,816	1,433	0	12
<b>Total Receivables General Outstanding</b>				<b>5,262</b>

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



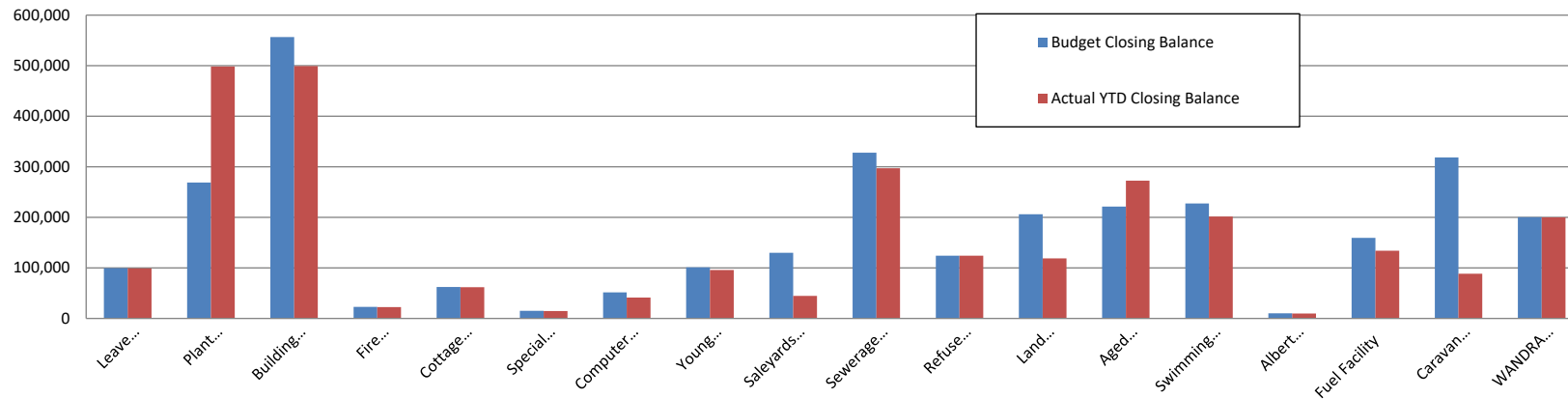
**Comments/Notes - Receivables General**

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

**Note 7: Cash Backed Reserve**

2021-22										
Name	Opening Balance	Budget Interest Earned	Actual Interest Earned	Budget Transfers In (+)	Actual Transfers In (+)	Budget Transfers Out (-)	Actual Transfers Out (-)	Transfer out Reference	Budget Closing Balance	Actual YTD Closing Balance
	\$	\$	\$	\$	\$	\$	\$		\$	\$
Leave Reserve	99,103	281							99,384	99,103
Plant Replacement Reserve	498,505	1,412				231,000			268,917	498,505
Building Reserve	499,119	1,414		56,000					556,533	499,119
Fire Fighting Reserve	22,618	64							22,682	22,618
Cottage Homes Reserve	61,933	175							62,108	61,933
Special Events Reserve	14,881	42							14,923	14,881
Computer Reserve	41,437	117		10,000					51,554	41,437
Young Singles Accommodation Reserve	95,716	271		5,000					100,987	95,716
Saleyards Reserve	44,685	127		85,000					129,812	44,685
Sewerage Reserve	297,103	842		30,000					327,945	297,103
Refuse Reserve	123,958	351							124,309	123,958
Land Development Reserve	118,657	336		87,000					205,993	118,657
Aged Persons Accommodation Reserve	272,557	772				52,000			221,329	272,557
Swimming Pool Reserve	201,812	572		25,000					227,384	201,812
Albert Facey Homestead Reserve	9,947	28							9,975	9,947
Fuel Facility	133,994	380		25,000					159,374	133,994
Caravan Park & Accommodation Reserve	88,380	250		230,000					318,630	88,380
WANDRA events & Emergency Repairs Reserve	200,000	566							200,566	200,000
	<b>2,824,404</b>	<b>8,000</b>	<b>0</b>	<b>553,000</b>	<b>0</b>	<b>283,000</b>	<b>0</b>		<b>3,102,404</b>	<b>2,824,404</b>

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



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

**Note 8 CAPITAL DISPOSALS**

Actual YTD Profit/(Loss) of Asset Disposal				Disposals	Amended Current Budget			Comments	
Cost	Accum Depr	Proceeds	Profit (Loss)		YTD 31 05 2022				
					Amended Annual Budget Profit/(Loss)	Actual Profit/(Loss)	Variance		
\$	\$	\$	\$	\$	\$	\$			
<b>Plant and Equipment</b>									
220,000	181,635	85,000	46,635	P713A	2013 Komatsu GD 5555 Grader	72,287	46,635	(25,652)	
52,000	26,000	31,818	5,818	P698A	2015 Dutro HinoTip Truck	5,572	5,818	246	
			0	P697	2013 Dynapac CA2500 Vibe' Roller	14,587	0	(14,587)	
39,810	998	41,956	3,144	PCEO	2021 Isuzu STNSDN	(2,803)	3,144	5,947	
49,120	2,853	46,986	719	PCEO	2021 Isuzu STNSDN	(2,803)	719	3,522	
59,738	8,224	48,598	(2,916)	PWS	2021 Isuzu D Max 4X4 Dual Cab	8,099	(2,916)	(11,015)	
51,622	16,781	36,016	1,174	PFACEY	2020 Mitsubishi Triton 4X4 Dual Cab	(15,382)	1,174	16,556	
							0	0	
<b>472,290</b>	<b>236,491</b>	<b>290,374</b>	<b>54,574</b>			<b>79,557</b>	<b>54,574.18</b>	<b>(24,983)</b>	

**Comments - Capital Disposal/Replacements**

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

**Note 9: RATING INFORMATION**

<b>RATE TYPE</b>	<b>Rate in \$</b>	<b>Number of Properties</b>	<b>Rateable Value \$</b>	<b>Rate Revenue \$</b>	<b>Interim Rates \$</b>	<b>Back Rates \$</b>	<b>Total Revenue \$</b>	<b>Amended Budget Rate Revenue \$</b>	<b>Amended Budget Interim Rate \$</b>	<b>Amended Budget Back Rate \$</b>	<b>Amended Budget Total Revenue \$</b>
<b>Differential General Rate</b>											
GRV	0.071120	140	1,476,107	104,981	167	0	105,148	104,981	1,000		105,981
UV	0.008319	278	161,592,253	1,344,286			1,344,286	1,344,286			1,344,286
<b>Sub-Totals</b>		418	163,068,360	1,449,267	167	0	1,449,434	1,449,267	1,000	0	1,450,267
<b>Minimum Payment</b>	<b>Minimum \$</b>										
GRV	500.00	118	44,870	59,000			59,000	59,000			59,000
UV	500.00	24	816,573	12,000	426		12,426	12,000			12,000
<b>Sub-Totals</b>		142	861,443	71,000	426	0	71,426	71,000	0	0	71,000
Ex Gratia Rates							1,520,860				1,521,267
Discount							13,056				13,055
Rates Writeoffs							(126,783)				(136,000)
							(7)				(25)
<b>Amount from General Rates</b>							<b>1,407,125</b>				<b>1,398,297</b>
Specified Area Rates											
<b>Totals</b>							<b>1,407,125</b>				<b>1,398,297</b>

**Comments - Rating Information**

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

**10. INFORMATION ON BORROWINGS**

## (a) Debenture Repayments

Particulars	Principal 1-Jul-21	New Loans	Principal Repayments		Principal Outstanding		Interest Repayments		Loan Completion Date
			Actual \$	Budget \$	Actual \$	Budget \$	Actual \$	Budget \$	
Loan 102 - WD Sports Club SS Greens	13,972		6848	6,847	13,972	13,972	491	491	17/01/2023
Loan 103 -Staff House	388,491		39291	39,292	349,200	414,018	3541	3,541	2/12/2030
	402,463	0	46,139	46,139	363,172	427,990	4,032	4,032	

All debenture repayments were financed by general purpose revenue.

## (b) New Debentures

No new debentures were raised during the reporting period.

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

**Note 11: GRANTS AND CONTRIBUTIONS**

Program/Details GL	Grant Provider	Approval	2021-22 Budget	Variations Additions (Deletions)			Recoup Status	
					Operating	Capital	Received	Not Received
		(Y/N)	\$	\$	\$	\$	\$	\$
<b>GENERAL PURPOSE FUNDING</b>								
Grants Commission - General	WALGGC	Y	523,068	0	523,068	0	1,306,159	(783,091)
Grants Commission - Roads	WALGGC	Y	239,893	0	239,893	0	768,746	(528,853)
<b>LAW, ORDER, PUBLIC SAFETY</b>								
FESA Grant - Operating Bush Fire Brigade	Dept. of Fire & Emergency Serv.	Y	44,686	0	44,686	0	46,601	(1,915)
				0				0
<b>HOUSING</b>								
WSAHA Grant	DPIRD	Y	150,000			150,000		150,000
WSAHA Grant	DPIRD	Y	680,134		680,134		0	0
WSAHA Grant	DPIRD	Y				0	0	0
<b>EDUCATION &amp; WELFARE</b>								
		N			0	0		0
<b>COMMUNITY AMENITIES</b>								
		Y					0	0
<b>RECREATION AND CULTURE</b>								
Saluting their Service		Y	36,400		24,000		36,400	(12,400)
State Library Grant		N			5,000		8,806	(3,806)
Wogolin Playground			136,907			136,907	136,907	
<b>ECONOMIC SERVICES</b>								
LRCI Funding		Y	260,350			260,350	0	260,350
<b>TRANSPORT</b>								
Roads To Recovery Grant - Cap	Roads to Recovery	Y	327,069	0	0	327,069	336,749	(9,680)
RRG Grants - Capital Projects	Regional Road Group	Y	1,210,037	0	0	1,210,037	964,900	245,137
Direct Grant - Maintenance	Dept. of Transport	Y	135,645	0	135,645	0	135,645	0
Blackspot Funding	Blackspot	Y	184,440	0	0	184,440	110,729	73,711
<b>TOTALS</b>			<b>3,928,629</b>	<b>0</b>	<b>1,652,426</b>	<b>2,268,803</b>	<b>3,851,642</b>	<b>(610,547)</b>
Operating	Operating		1,659,826				2,302,357	
Non-Operating	Non-operating		2,268,803				1,549,285	
			<u>3,928,629</u>				<u>3,851,642</u>	

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

**Note 12: TRUST FUND**

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

Description	Opening Balance 1 Jul 21	Amount Received	Amount Paid	Closing Balance 31-May-22
	\$	\$	\$	\$
Housing Bonds	0	1,192	-1,192	0
Master Key Deposits	240	6,720	-6,120	840
Nomination Deposits	0	400	-400	0
Building and BCITF	0	690	-690	0
Cat/Dog Trap Hire	50	200	-200	50
WDSC Replacement Greens	134,755	13,750	0	148,505
Miscellaneous Trust	2,329	1,954	-1,954	2,329
Yealering Bowling Club Greens	63,806	7,900	0	71,706
Licensing		204,416	-204,416	0
	<b>201,180</b>	<b>237,222</b>	<b>-214,972</b>	<b>223,430</b>

Level of Completion Indicators

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

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

**Note 13: CAPITAL ACQUISITIONS**

		31/05/2022					
	Infrastructure Assets	Annual Budget	Amended YTD Budget	YTD Actual	Variance (Under)/Over	YTD Actual (Renewal Exp)	Strategic Reference / Comment
	<b>Land &amp; Buildings</b>						
	<b>Housing</b>						
●	STAFF HOUSE	CSH12 (76,350)	(76,350)	(125,358)	49,008		Carryover from 20/21
●	HOUSE - 5 MOSS PARADE	CHS10 0	0	(5,160)	5,160		
	<b>Housing Total</b>	<b>(76,350)</b>	<b>(76,350)</b>	<b>(130,518)</b>	<b>54,168</b>	<b>0</b>	
	<b>Other Housing</b>						
○	CAPITAL EXPENSE - LIFESTYLE VILLAGE	3272 (836,675)	(766,953)	(269,390)	(497,563)		Carryover from 20/21
	<b>Other Housing Total</b>	<b>(836,675)</b>	<b>(766,953)</b>	<b>(269,390)</b>	<b>(497,563)</b>		
	<b>Community Amenities</b>						
○	Paint old PWD shed	LPWC (8,000)	(7,337)	(2,726)			0
○	Harrismith Public Toilet	LYFA2 (40,000)	(36,663)	(7,396)			
	<b>Community Amenities Total</b>	<b>(48,000)</b>	<b>(36,663)</b>	<b>(10,121)</b>	<b>0</b>		
	<b>Recreation and Culture</b>						
●	Yealering Croquet Club Retaining Wall	CLPH2 (10,000)	(9,163)	(8,455)	(708)		
○	Upgrade CCTV Community Centre	CLCC1 (12,000)	(11,000)	0	(12,000)		
○	War Memorial Upgrade	CWMM1 (40,000)	(36,663)	(28,225)			
○	Paint Yealering CWA	5504 (7,000)	(6,413)	(995)	(5,418)		
○	Reroof Play Group Building - P301	1514 (10,000)	(9,163)	0	(9,163)		
○	Lake Yealering Foreshore Ablutions	LYFA2 0	0	(2,842)	(2,842)		
	<b>Recreation And Culture Total</b>	<b>(79,000)</b>	<b>(72,402)</b>	<b>(40,517)</b>	<b>(30,131)</b>		
	<b>Transport</b>						
○	Depot - Crib Room	LDP1 (47,000)	(8,257)	(73,101)	64,844		Carryover from 20/21
○	Depot - Shed floor	LDP1 (10,000)	(6,000)	(16,262)	10,262		
	<b>Transport Total</b>	<b>(57,000)</b>	<b>(6,000)</b>	<b>(89,363)</b>	<b>10,262</b>		
	<b>Land and Buildings Total</b>	<b>(1,007,025)</b>	<b>(958,963)</b>	<b>(1,109,909)</b>	<b>(403,244)</b>	<b>0</b>	
	<b>Footpaths</b>						
	<b>Transport</b>						
○	FOOTPATHS	LFP1 (15,000)	(15,000)	0	(15,000)		
	<b>Transport Total</b>	<b>(15,000)</b>	<b>(15,000)</b>	<b>0</b>	<b>(15,000)</b>	<b>0</b>	
	<b>Footpaths Total</b>	<b>(15,000)</b>	<b>(15,000)</b>	<b>0</b>	<b>(15,000)</b>	<b>0</b>	
	<b>Plant , Equip. &amp; Vehicles</b>						
	<b>Governance</b>						
○	CEO VEHICLE	1064 (88,000)	(44,000)	(98,197)	54,197	0	
	<b>Governance Total</b>	<b>(88,000)</b>	<b>(44,000)</b>	<b>(98,197)</b>	<b>54,197</b>	<b>0</b>	
	<b>Recreation And Culture</b>						
○	Replace Main Sewer Pump	LEDC (10,000)	(10,000)	(7,388)	2,613		
	<b>Recreation And Culture Total</b>	<b>(10,000)</b>	<b>0</b>	<b>(7,388)</b>	<b>0</b>	<b>0</b>	
	<b>Transport</b>						
●	P698 - 2015 Dutral HinoTip Truck	6034 (80,000)	(80,000)	(72,721)	(7,279)	0	
○	P713A - 2013 Komatsu GD 5555 Grader	6034 (450,000)	(450,000)	(420,500)	(29,500)	0	
○	P697 - 2013 Dynapac CA2500 Vibe' Roller	6034 (221,000)	(221,000)	0	(221,000)	0	
●	PWS - 2021 Isuzu D Max 4X4 Dual Cab	6034 (60,000)	(60,000)	(57,198)	(2,802)	0	
●	PWS - 2020 Mitsubishi Triton 4X4 Dual Cab	6034 (50,000)	(50,000)	(51,252)	1,252	0	
	<b>Transport Total</b>	<b>(861,000)</b>	<b>(861,000)</b>	<b>(601,671)</b>	<b>(256,717)</b>	<b>0</b>	
	<b>Plant , Equip. &amp; Vehicles Total</b>	<b>(959,000)</b>	<b>(805,000)</b>	<b>(707,355)</b>	<b>(202,520)</b>	<b>0</b>	
	<b>Infrastructure Other</b>						
	<b>Recreation and Culture</b>						
●	Wogolin Recreation Area	5088 (414,000)	(414,000)	(474,492)	60,492		
	<b>Recreation And Culture Total</b>	<b>(414,000)</b>	<b>(414,000)</b>	<b>(474,492)</b>	<b>60,492</b>	<b>0</b>	
	<b>Infrastructure Other Total</b>	<b>(414,000)</b>	<b>(414,000)</b>	<b>(474,492)</b>	<b>0</b>	<b>0</b>	
	<b>Roads</b>						
	<b>Transport Regional Road Group</b>						
○	Wickepin Harrismith	RG002 (167,967)	(153,967)	(168,544)	577		
●	Rabbit Proof fence	C150 (181,857)	(166,716)	(179,907)	(1,950)		
○	Rabbit Proof fence	WSF150 (1,010,265)	(926,090)	(912,962)	(97,303)	0	
	<b>Regional Road Group Total</b>	<b>(1,360,089)</b>	<b>(1,246,773)</b>	<b>(1,261,413)</b>	<b>(98,676)</b>	<b>0</b>	
	<b>Transport Roads to Recovery</b>						
●	Harrismith North	R2R051 (61,807)	(56,661)	(55,507)	(1,154)	0	
●	Wickepin Corrigin	R2R001 (40,905)	(37,499)	(47,512)	10,013	0	
●	Wickepin North	R2R015 (20,800)	(19,063)	(40,356)	21,293	0	
●	Brown	R2R027 (108,836)	(99,759)	(107,884)	8,125		
●	Tincurrin North	R2R011 (38,400)	(35,200)	(51,765)	16,565		
●	Roberts Street	R2R116 (66,000)	(66,000)	(72,194)	6,194		
	<b>Roads to Recovery Total</b>	<b>(336,748)</b>	<b>(314,182)</b>	<b>(375,218)</b>	<b>61,036</b>	<b>0</b>	
	<b>Transport Black Spot</b>						
○	Gillimanning Road	BS035 (276,660)	(253,605)	(126,821)	(126,784)		
	<b>Blackspot Total</b>	<b>(276,660)</b>	<b>(253,605)</b>	<b>(126,821)</b>	<b>(126,784)</b>	<b>0</b>	
	<b>Council Resources Construction</b>						
○	Plover Street	CO162 (42,849)	(39,281)	(24,243)	(15,038)	0	
○	Water Harvesting Dam	RETU (72,110)	(66,099)	(36,941)	(35,169)	0	
○	Curlew Way	CO161 (36,563)	(33,517)	(1,658)	(31,859)	0	
	<b>Council Resources Construction Total</b>	<b>(151,522)</b>	<b>(138,897)</b>	<b>(62,842)</b>	<b>(82,066)</b>	<b>0</b>	
	<b>Roads Total</b>	<b>(2,125,019)</b>	<b>(1,953,457)</b>	<b>(1,826,294)</b>	<b>(246,489,95)</b>	<b>0.00</b>	
○	<b>Capital Expenditure Total</b>	<b>(4,610,044)</b>	<b>(4,245,825)</b>	<b>(3,547,950)</b>	<b>(927,274)</b>	<b>0</b>	



## GOVERNANCE, AUDIT AND COMMUNITY SERVICES

### 10.2.03 Development & Regulatory Services Report

<b>Submission To:</b>	<b>Ordinary Council</b>
<b>Location / Address:</b>	<b>Whole Shire</b>
<b>Name of Applicant:</b>	<b>David Johnston, Regional Planning Officer, Shire of Narrogin</b>
<b>File Reference:</b>	<b>CM.REP.2203</b>
<b>Author:</b>	<b>David Johnston, Regional Planning Officer, Shire of Narrogin</b>
<b>Disclosure of any Interest:</b>	<b>Nil</b>
<b>Date of Report:</b>	<b>2 June 2022</b>

**Enclosure/Attachments:** Nil

#### Summary:

The Shire of Narrogin's Department of Development and Regulatory Services as requested by the Shire of Wickepin has prepared the following report for the works undertaken in the month of May 2022, for Council's consideration.

#### Background:

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

A monthly report is to be presented to the Shire of Wickepin from the Shire of Narrogin's Planning, Building and Environmental Health Services for the works undertaken during the month of May 2022.

#### Comments:

#### PLANNING OFFICER'S REPORT

Planning Determinations	Upcoming Agenda Items June 2022	Referrals and Subdivision Clearances	Other Duties
Nil	Nil	Nil	Draft Local Planning Strategy – Various Emails CBH Road over Rail – Assessment

#### BUILDING SURVEYORS REPORT

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

#### ENVIRONMENTAL HEALTH OFFICERS REPORT

There is no Environmental Health Report available this month.

#### Statutory Environment:

- 1) *Shire of Wickepin Local Planning Scheme No. 4;*
- 2) *National Construction Code;*
- 3) *Building Act 2011;*
- 4) *Building Regulations 2012;*
- 5) *Food Act 2008 and Food Regulations 2009;*
- 6) *Local Government Act 1995;*

- 7) *Health (Miscellaneous Provisions) Act 1911 and Regulations; and*  
 8) *Public Health Act 2016.*

**Policy Implications:** Nil

**Financial Implications:**

The fore mentioned services are provided at a cost to the Shire of Wickepin and has been allocated in the 2021/2022 budget.

**Strategic Implications:**

<b>GOAL 9: Our communities are engaged, have a healthy lifestyle and are safe</b>			
<b>SHORT TERM STRATEGY</b>	<b>MEDIUM TERM STRATEGY</b>	<b>POINT OF MEASUREMENT</b>	<b>10 YR OUTCOME</b>
9.10 Continue to help facilitate the best possible health and emergency services  9.11 Continue to work with RoadWise and the Office of Road Safety on road safety awareness initiatives	9.12 Emergency service planning is coordinated and articulated  9.13 Recruiting volunteers is a partnership approach between the Shire and emergency services	<ul style="list-style-type: none"> <li>- Number of emergency service volunteers are retained and increase</li> <li>- Number of Local Emergency Management Committee meetings held annually</li> <li>- Achievement of emergency service strategies Reduction in drink driving offences</li> <li>- No fatal road accidents in the Shire</li> </ul>	Emergency and health services are retained  We have no fatalities on our roads
9.14 Connect with local and regional Natural Resource Management organisations to determine how their priorities can benefit our communities and businesses	9.15 Partner with external bodies to protect natural flora and fauna  9.16 Continue to provide weed and pest management	<ul style="list-style-type: none"> <li>- Invite Natural Resource Management organisations to present to Council</li> <li>- Amount of external funding attracted for natural resource management activities in our Shire</li> </ul>	Our natural flora and fauna is protected
<b>GOAL 12: Our communities are informed via multiple channels at regular intervals</b>			
12.1 Provide meaningful communications, that deliver information regularly and succinctly  12.2 Promote Council Services and achievements	12.3 Continue to review our service standards by reviewing community feedback	<ul style="list-style-type: none"> <li>- Customer survey results demonstrate a high level of knowledge of Council operations</li> </ul>	Our community understands the role of Council and the allocation of resources

**Recommendation:**

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

**Voting Requirements:** Simple majority

**Resolution No 150622-06**

**Moved Cr Allan/Seconded Cr Thompson**

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

**Carried 7/0**

[GOVERNANCE, AUDIT AND COMMUNITY SERVICES](#)

**10.2.04 Community Development Officer's Report**

<b>Submission To:</b>	<b>Ordinary Council</b>
<b>Location / Address:</b>	<b>Whole Shire</b>
<b>Name of Applicant:</b>	<b>Karen Langford - Community Development Officer</b>
<b>File Reference:</b>	<b>CM.PLA.404</b>
<b>Author:</b>	<b>Karen Langford - Community Development Officer</b>
<b>Disclosure of any Interest:</b>	<b>Nil</b>
<b>Date of Report:</b>	<b>6 June 2022</b>

<b>Community Development</b>	<p><b>Townscape</b></p> <ul style="list-style-type: none"> <li>• Budget discussions</li> <li>• Maintenance Meetings</li> <li>• Townscape busy bee being held on 15 June 2022 to tidy the Heritage Trail.</li> <li>• An RFQ for the design and costings for the structure of the Information Bay shelter has been advertised and is generating interest. Applications close on Thursday, 30 June.</li> <li>• RFT for the build of Wogolin Skatepark and basketball court is advertised. Applications close Friday, 8 July</li> </ul> <p><b>Marketing/Publicity</b></p> <ul style="list-style-type: none"> <li>• Exploring possibilities of publishing advertisements in Caravanning Australia and WA Caravan and camping. Cost and time permitting</li> </ul> <p><b>War Memorial</b></p> <ul style="list-style-type: none"> <li>• Memorial Honour Roll Boards have been delivered. Construction will begin within the next two weeks and then will be installed in the memorial park along with the solar lighting. An opening date will be obtained once installation is complete.</li> </ul> <p><b>Community Grants</b></p> <ul style="list-style-type: none"> <li>• Community Grant applications have closed. We have received applications from  Wickepin History Group Harrismith Golf Club; and Wickepin District Sports Club</li> </ul> <p><b>Grant Applications</b></p> <ul style="list-style-type: none"> <li>• Exploring future grant opportunities.</li> </ul> <p><b>Bushfire Impact</b></p> <ul style="list-style-type: none"> <li>• BlazeAid continue to work in our community to assist the effected farmers with fence replacement. They continue to take residence at the Community Centre and are working well with the community use of the facilities.</li> </ul> <p><b>Website</b></p>
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- Updating the website is ongoing.

**Events**

- Walk Safely to School Day was held on Friday, 20 May 2022. The Shire supported the Wickepin Primary School by taking part and provided juice and fruit for the kids which was well received. The Wickepin Police also attended. Everyone, had a wonderful time “fit kids are smart kids”.



- The Wickepin Winter Weekend of Country Music and Dancing will be held at the Wickepin Town Hall on 24, 25 & 26 June 2022.

**Wickepin  
Winter Weekend**

**of Country Music and Dancing  
24, 25 & 26 June 2022**  
Old Time Dance & Line Dance  
at the  
**WICKEPIN TOWN HALL**

**FRIDAY NIGHT: 7.30pm Music by Campfire Country - Old Time Dance**

**SATURDAY: Dance Sessions / Guest Artists - 10am to 4pm**      \$10 Friday Night only  
Line Dancing (Geoff Tuke)      \$10 Saturday 10am - 4pm  
Old Time/New Vogue Dance (Robert & Wendy)      \$15 Saturday Night only  
\$30 Weekend ticket

**FUNDRAISING LUNCHEON AVAILABLE FOR PURCHASE**      Payable at Door

**SATURDAY NIGHT - 7.00pm GUEST ARTIST CONCERT**  
Featuring: Rozzi, Dave Burgess, Kevin Bennett, John Orr  
Kevin Lansedell, Di Harris, Vic Haeusler and Campfire Country

**SUNDAY MORNING: Dance Sessions - 9.30 - 11.30am**  
**FUNDRAISING FOR ST. JOHN AMBULANCE**

Caravan Parking (toilets and showers included) available at the Wickepin Community Centre (opposite the Town Hall) \$10 per van per night, payable at the gate.  
Other accommodation available: Wickepin Hotel 9888 1192, Wickepin Caravan Park 0434 172002 (Beryle)

campfirecountry@westnet.com.au      David 0429 109 334 / Therese 0448 387878

**Economic Development**

**Wickepin Playground**

- Tender process for construction of skate park and basketball court closes 8 July 2022.

**CCTV**

	<ul style="list-style-type: none"> <li>LRCI funding has been released and BKS will be undertaking works to install CCTV in the main street and Wogolin Playground prior to 30 June.</li> </ul>
<b>Tourism Marketing and Promotion</b>	<ul style="list-style-type: none"> <li>Facebook posts are uploaded frequently to promote community social engagement and to keep our community informed. Followers and interactions are increasing.</li> </ul>
<b>Sport and Recreation</b>	<ul style="list-style-type: none"> <li>All sporting groups within the area have been emailed the Community Sporting and Recreation Facilities Fund Grant Information. The program aims to increase participation in sport and recreation, with an emphasis on physical activity, through rational development of sustainable, good quality, well designed and well utilised facilities. It has also been widely publicised on our socials.</li> </ul>
<b>Governance Other</b>	<ul style="list-style-type: none"> <li>Staff support as needed.</li> <li>Responded to queries from community.</li> <li>Liaison with Manager of Works, CEO and ESO for projects needing completion or works to be undertaken.</li> </ul>

**Financial Implications:** Nil

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

**Statutory Environment:** Nil

**Policy Implications:** Nil

**Recommendation:**

That the report from the Community Development Officer dated 2 June 2022 be accepted.

**Voting Requirements:** Simple majority

**Resolution No 150622-07**

**Moved Cr Astbury/Seconded Cr Thompson**

That the report from the Community Development Officer dated 2 June 2022 be accepted.

**Carried 7/0**

## GOVERNANCE, AUDIT AND COMMUNITY SERVICES

### **10.2.05 Dual Fire Control Officers 2022/2023**

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<b>Submission To:</b>	<b>Ordinary Council</b>
<b>Location/Address:</b>	<b>Whole Shire</b>
<b>Name of Applicant:</b>	<b>Mark Hook, Chief Executive Officer</b>
<b>File Reference:</b>	<b>ES.APN.901</b>
<b>Author:</b>	<b>Mark Hook, Chief Executive Officer</b>
<b>Disclosure of any Interest:</b>	<b>Nil</b>
<b>Date of Report:</b>	<b>24 May 2022</b>

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**Enclosure/Attachments:** Nil

#### **Summary:**

Council is being requested to appoint Dual Fire Control Officers for the Shire of Wickepin from adjoining Shires for the 2022/2023 Bush Fire Season.

#### **Background:**

The BFCO meeting was held on Tuesday 22 March 2022 prior to the adjoining Shires advising of their Dual Fire Control Officers for the Shire of Wickepin. The CEO has since received notification of Dual Fire Control Officers for the Shire of Wickepin from the following Shire:

1. Shire of Corrigin

#### **Comments:**

Council will need to appoint the following Dual Fire Control Officers for the Shire of Wickepin from the Shire of Corrigin for the 2022/2023 Bush Fire Season:

Craig Jespersen  
Greg Doyle

#### **Statutory Environment:**

*Bush Fires Act 1954*

#### **38. Local government may appoint bush fire control officer**

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

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

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

*(1) Two or more local governments may by agreement join in appointing, employing and remunerating bush fire control officers for the purposes of this Act.*

*(2) Bush fire control officers so appointed may exercise their powers and authorities and shall perform their duties under this Act in each and every one of the districts of the local governments which have joined in appointing them.*

**Policy Implications:** Nil

**Financial Implications:** Nil

**Strategic Implications:** Nil

**Recommendations:**

That Council appoint the following Dual Fire Control Officers for the Shire of Wickepin from the Shire of Corrigin for the 2022/2023 Bush Fire Season:

Craig Jespersen  
Greg Doyle

**Voting Requirements:** Simple majority

**Resolution No 150622-08****Moved Cr Thompson/Seconded Cr Corke**

That Council appoint the following Dual Fire Control Officers for the Shire of Wickepin from the Shire of Corrigin for the 2022/2023 Bush Fire Season:

Craig Jespersen  
Greg Doyle

**Carried 7/0**

## GOVERNANCE, AUDIT AND COMMUNITY SERVICES

### 10.2.06 Townscape & Cultural Planning Committee Recommendations

<b>Submission To:</b>	<b>Ordinary Council</b>
<b>Location/Address:</b>	<b>Whole Shire</b>
<b>Name of Applicant:</b>	<b>Mark Hook, Chief Executive Officer</b>
<b>File Reference:</b>	<b>CR.MEE.208</b>
<b>Author:</b>	<b>Lara Marchei, Executive Support Officer</b>
<b>Disclosure of any Interest:</b>	<b>Nil</b>
<b>Date of Report:</b>	<b>1 June 2022</b>

**Enclosure/Attachments:** Nil

#### **Background:**

The Townscape & Cultural Planning Committee meeting was held on Wednesday 1 June 2022.

#### **Comments:**

The Townscape & Cultural Planning Committee meeting was held on Wednesday 1 June 2022 and passed the following recommendations:

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

That the Townscape & Cultural Planning Committee recommend Council to authorise a mural on the Eastern side of the Wickepin Police Station and for Council to budget \$1,900 towards the mural.

**Carried 6/0**

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

That the Townscape & Cultural Planning Committee recommend Council to remove the old playground from the Facey Homestead Park, relocate the bin to the North West corner and improve the landscaping under the tree.

**Carried 6/0**

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

That the Townscape & Cultural Planning Committee recommend Council to place in the 2022/23 budget estimates to have the Heritage Yarling Trail between the 2 bridges and behind the Railway Station down to the reflection chair concreted.

**Carried 6/0**

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

That the Townscape & Cultural Planning Committee recommend Council to place in the 2022/23 budget estimates \$3,500 for a mural on the CRC Wall using James Giddy's design.

**Carried 6/0**



**Moved V Stacey / Seconded L Heffernen**

That the Townscape & Cultural Planning Committee request Council to place in the 2022/23 budget estimates \$9,000 to continue the limestone wall along the Bowling Club.

**Carried 6/0**

**Statutory Environment:** Nil

**Policy Implications:** Nil

**Financial Implications:** Nil

**Strategic Implications:** Nil

**Recommendations:**

That Council:

1. Authorise a mural on the eastern side of the Wickepin Police Station and for Council to budget \$1,900 towards the mural.
2. Remove the old playground from the Facey Homestead Park, relocate the bin to the North West corner and improve the landscaping under the tree.
3. Place in the 2022/23 budget estimates to have the Heritage Yarling Trail between the 2 bridges and behind the Railway Station down to the reflection chair concreted.
4. Place in the 2022/23 budget estimates \$3,500 for a mural on the CRC Wall using James Giddy's design.
5. Place in the 2022/23 budget estimates \$9,000 to continue the limestone wall along the Yealering Bowling Club.

**Voting Requirements:** Simple majority

**Resolution No 150622-09****Moved Cr Mearns/Seconded Cr Miller**

That Council authorise a mural on the eastern side of the Wickepin Police Station and for Council to budget \$1,900 towards the mural in the 2022/23 budget.

**Carried 7/0**

**Resolution No 150622-10****Moved Cr Astbury/Seconded Cr Mearns**

That Council remove the old playground from the Facey Homestead Park, relocate the bin to the northwest corner and improve the landscaping under the tree.

**Carried 7/0**

**Resolution No 150622-11****Moved Cr Mearns/Seconded Cr Miller**

That Council place \$10,000 in the 2022/23 budget estimates to concrete the Heritage Yarling Trail between the 2 bridges and behind the Railway Station down to the reflection chair in red concrete.

**Carried 7/0****Resolution No 150622-12****Moved Cr Mearns/Seconded Cr Miller**

That council place \$3,500 in the 2022/23 budget estimates for a banksia prionotes mural by James Giddy on the CRC wall.

**Carried 7/0**

## GOVERNANCE, AUDIT AND COMMUNITY SERVICES

### 10.2.07 2022/2023 Community Grants

<b>Submission To:</b>	<b>Ordinary Council</b>
<b>Location/Address:</b>	<b>Whole Shire</b>
<b>Name of Applicant:</b>	<b>Mark Hook, Chief Executive Officer</b>
<b>File Reference:</b>	<b>GS.PRG.1541</b>
<b>Author:</b>	<b>Mark Hook, Chief Executive Officer</b>
<b>Disclosure of any Interest:</b>	<b>Mark Hook – Secretary of Wickepin District Sports Club</b>
<b>Date of Report:</b>	<b>24 May 2022</b>

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

Community grants received from:

1. Wickepin History Group
2. Harrismith Golf Club
3. Wickepin District Sports Club

#### **Summary:**

Council is being requested to allocate the 2022/2023 community grants.

#### **Background:**

Each year the Shire of Wickepin makes a budget provision of a maximum of 2.5% of the previous year's levied rates to distribute to community groups and sporting organisations. This equates to \$38,007 GST Exclusive for the coming funding period. The objective of the funding is to establish or improve playing areas or buildings necessary for the conduct of sport or for community use, support for major sporting and community events, support for sporting or coaching clinics, to assist community groups in establishing a service, activity seen as a need for the betterment of and improvement to the enjoyment of life within the community, and increasing visitors to the region.

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

Council may endorse funding of \$38,007 GST Exclusive being 2.5% of the 2021/2022 levied rates, \$1,520,267. \$3,000 per year will be allocated to a rolling fund for grants under \$500 with the CEO being given delegated authority to authorise the grants under \$500. Sponsorship of \$1,900 has already been placed in the 2022/2023 budget deliberations under General Ledger Account 4922 leaving an amount of **\$33,107** GST Exclusive available for distribution.

The Sponsorship breakdown under General Ledger Account 4922 in the 2022/2023 Budget Estimates are as follows:

<b>Sponsorship</b>	<b>4922</b>
Tennis Clubs - Shire Tennis Day	\$200
Wickepin Bowling Club - Merino Fours	\$500
Wickepin Bowling Club – Ladies Gala Day	\$100
Wickepin Football Club - Silver Sponsorship	\$500
Golf Clubs - Shire Golf Day	\$600

#### **Comments:**

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

Community Grants GL 149220	Requested	2017/18	Requested	2018/19	Requested	2019/20	Requested	2020/21	Requested	2021/22	Total
Wickepin CRC		\$1,938			\$14,474.25	\$14,478	\$4,316	\$4,316			\$20,732
Wickepin Community Shed							\$1,582	\$1,582			\$1,582
Wickepin Golf Club				\$3,336			\$6,136	\$6,136			\$9,472
		\$200		\$200				\$200			\$800
Wickepin Tennis Club							\$908	\$908			\$908
		\$200		\$200							\$600
Wickepin Bowling Club							\$3,026	\$3,026	\$3,429	\$3,384	\$7,660
								\$600			\$600
Wickepin District Sports Club				\$3,626	\$3,643	\$3,643	\$3,935	\$3,935	\$1,894	\$1,894	\$19,108
Wickepin Playgroup				\$690	\$1,264	\$1,264			\$500	\$500	\$2,454
Wickepin Ladies Hockey Club											\$0
Wickepin P & C		\$2,121		\$7,200							\$9,321
Wickepin Primary School Grants											\$0
Wickepin Netball Club											\$0
Wickepin Men's Shed				\$2,249	\$700	\$700					\$2,949
Wickepin Football Club							\$2,100	\$2,100			\$8,100
		\$500		\$500				\$500			\$2,000
Wickepin Indoor Carpet Bowls											\$0
Wickepin Triathlon											\$0
Wickepin Cricket Club											\$0
Albert Facey Homestead											\$1,920
Wickepin Arts & Crafts		\$769		\$609			\$500	\$500		\$500	\$2,378
Wickepin History Group		\$429			\$486	\$486	\$988	\$988	\$810	\$810	\$2,713
Wickepin Art Competition											\$0
Children with Special Needs Support											\$0
Lake Yealering Progress Association		\$2,000		\$4,000	\$2,000	Declined	\$7,200	\$7,200	\$8,425	Declined	\$13,200
Yealering Bowling Club		\$6,860		\$1,265	\$1,952	\$1,952	\$1,500	\$1,500	\$5,865	Declined	\$18,887
Yealering Golf Club											\$0
Yealering Playgroup		\$3,207									\$3,207
Yealering Tennis Club											\$0
Yealering P & C					\$6,645.00						\$0
Harrismith Cricket Club											\$0
Harrismith Golf Club		\$3,740			\$3,106	\$3,106					\$6,846
Harrismith Community Committee											\$0
Tincurrin Primary School											\$0
Tincurrin P & C											\$0
St John Ambulance											\$0
Toolibin Tennis Club		\$1,100					\$2,500	\$2,500			\$3,600
WaterShed News Inc											\$0
Ignite Wicky									\$3,478		\$0
<b>Total</b>		<b>\$23,064</b>		<b>\$23,875</b>		<b>\$25,629</b>		<b>\$35,991</b>		<b>\$7,088</b>	<b>\$139,037</b>

The Shire of Wickepin invited applications for the 2022/2023 Community Grants with applications closing on Friday 20 May 2022 at 4.00pm. Applications were received from the following groups on the appropriate form and prior to the advertised deadline.

<b>2022/2023 Budget Requests</b>	<b>GST INC</b>	<b>GST EXC</b>
Wickepin History Group	\$9,413.55	\$8,557.77
Harrismith Golf Club	\$10,798.85	\$9,817.14
Wickepin District Sports Club	\$9,900.00	\$9,000.00
<b>Total</b>	<b>\$30,112.40</b>	<b>\$27,374.91</b>

The amount of \$27,375 GST Exclusive GRANTS requested is below the amount to be allocated in the 2022/2023 budget estimates of \$33,107 by \$5,732.

<b>Application 1</b>	<b>Wickepin History Group</b>
<b>Purpose of Organisation</b>	To document Wickepin Shire's History through Photo Displays. Conducts research to ensure Wickepin's History is recorded for future generations.
<b>Incorporated</b>	No
<b>Financial information attached:</b>	Yes
<b>Previous funding:</b>	\$810.00 (2021/2022)
<b>Purpose of funding:</b>	Replace the plaques on the Centenary Wall.
<b>Alternative funding sought:</b>	No
<b>Support of members and general community eg letters of support or meeting minutes</b>	Support of members and community.
<b>Total project cost:</b>	\$12,763.55 GST Inclusive
<b>Funding requested:</b>	\$9,413.55 GST Inclusive
<b>Project budget and quotes supplied:</b>	Yes

The application by the Wickepin History Group meets all the criteria under the funding guidelines. Replacing the plaques on the Centenary wall will improve the valuable record of families that have connections to the Shire of Wickepin.

<b>Application 2</b>	<b>Harrismith Golf Club</b>
<b>Purpose of Organisation</b>	To maintain and conduct a club for the sport of Golf. To maintain the Golf Course to a high standard.
<b>Incorporated</b>	Yes
<b>Financial information attached:</b>	Yes
<b>Previous funding:</b>	\$3,106.00 (2019/2020)
<b>Purpose of funding:</b>	To upgrade tee boxes on the Course.
<b>Alternative funding sought:</b>	Yes
<b>Support of members and general community eg letters of support or meeting minutes</b>	Yes Letter of support from group member.
<b>Total project cost:</b>	\$ 21,597.70 GST Inclusive
<b>Funding requested:</b>	\$ 10,798.85 GST Inclusive
<b>Project budget and quotes supplied:</b>	Yes

The application by the Harrismith Golf Club meets all the criteria under the funding guidelines. The upgrade to the tee boxes in the Harrismith Golf Course will improve the standard of the golf course.

Application 3	WDSC
<b>Purpose of Organisation</b>	Overarching body for the Wickepin Tennis, Bowls and Golf Clubs.
<b>Incorporated</b>	Yes
<b>Financial information attached:</b>	Yes
<b>Previous funding:</b>	\$1,894.00 (2021/2022)
<b>Purpose of funding:</b>	Installation of 2 additional Air Conditioners
<b>Alternative funding sought:</b>	No
<b>Support of members and general community eg letters of support or meeting minutes</b>	Minutes WDSC 28/04/2022
<b>Total project cost:</b>	\$9,900.00 GST Inclusive
<b>Funding requested:</b>	\$9,900.00 GST Inclusive
<b>Project budget and quotes supplied:</b>	Yes

The application by the Wickepin District Sports Club meets all the criteria under the funding guidelines. Additional air conditioners will provide excellent facilities for Wickepin and surrounding areas.

#### **Statutory Environment:**

*Local Government Act 1995.*

#### **Policy Implications:**

### 3.1.5 SPONSORSHIP, CONTRIBUTIONS AND DONATIONS TO SPORTING AND COMMUNITY GROUPS

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

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

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

#### 3.1.5.1 FUND OBJECTIVE

Funds from Council may be made available for the following:

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

- Increasing visitors to the region

Council may fund the following:

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

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

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

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

### 3.1.5.2 APPLICATION PROCEDURE

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

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

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

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

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

### 3.1.5.3 GUIDELINES

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

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

Applications will be acknowledged as received by Council.

Council reserves the right to request further information on demand.

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

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

Money granted must be spent on the project allocated.

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

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

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

**Ineligible Items:**

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

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

RESOLUTION:	DATE OF REVIEW:
151008.10/11/12/13/14/15	15 October 2008
170615-12	17/06/2015
150317-11	15/03/2017
180320-02	19/02/2020
170321-03	17/02/2021
200422-12	16/03/2022

**Financial Implications:**

An amount of 2.5% of rates is budgeted every year for community grants, the 2022/2023 allocation based on this formula is \$38,007 less the amounts allocated for sponsorship of \$1,900 and \$3,000 for grants under \$500 leaving a total of \$ 33,107 for allocation in the 2022/2023 budget estimates.

The amount of \$27,375 GST Exclusive GRANTS requested is below the amount to be allocated in the 2022/2023 budget estimates of \$33,107 by \$5,732.

**Strategic Implications:**

Aligns with Strategic Community Plan 2018 -2028.

## infrastructure

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

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



**Recommendations:**

- 1) That Council place in the budget estimates the application from the Wickepin History Group for funding of \$8,558 exclusive of GST to replace the plaques on the Centenary Wall.
- 2) That Council place in the budget estimates the application from the Harrismith Golf Club for funding of \$9,817 exclusive of GST to upgrade tee boxes on the course.
- 3) That Council place in the budget estimates the application from the Wickepin District Sports Club for funding of \$9,000.00 exclusive of GST for the purchase 2 additional Air Conditioners.

**Voting Requirements:**

Simple majority

**Resolution No 150622-13****Moved Cr Astbury/Seconded Cr Thompson**

That Council place in the budget estimates the application from the Wickepin History Group for funding of \$8,558 exclusive of GST to replace the plaques on the Centenary Wall.

**Carried 7/0****Resolution No 150622-14****Moved Cr Allan/Seconded Cr Astbury**

That Council place in the budget estimates the application from the Wickepin District Sports Club for funding of \$9,000.00 exclusive of GST for the purchase 2 additional Air Conditioners.

**Carried 7/0**

Cr Thompson declared an interest in the following item and left the meeting at 4.51pm.

**Resolution No 150622-15****Moved Cr Astbury/Seconded Cr Corke**

That Council place in the budget estimates the application from the Harrismith Golf Club for funding of \$9,817 exclusive of GST to upgrade tee boxes on the course.

**Carried 6/0**

Cr Thompson returned to the meeting at 4.53pm.

## GOVERNANCE, AUDIT AND COMMUNITY SERVICES

### 10.2.08 Listing Price for 2 and 4 Plover Street Wickepin

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

**Enclosure/Attachments:** Nil

#### **Summary:**

Council is being requested to relist 4 Plover Street with Elders Real Estate Narrogin with a Selling price of \$40,000.

#### **Background:**

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

#### **Comments:**

Council has had this block on the market for some time and has been unable to sell it at the listed price of \$45,000. Council recently sold 2 Plover Street for \$35,000.



Property for sale 4 Curlew Way Wickepin WA 6370.

The Selling agreement for 4 Plover Street, with Elders has expired, so Council needs to renew the selling agreement for 4 Plover Street with Elders Real Estate Narrogin.

As Council has sold 2 Plover Street for \$35,000 Council should relist 4 Plover Street with Elders Real Estate Narrogin with a selling price of \$40,000

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

**Policy Implications:** Nil

**Financial Implications:**

Council has not budgeted for sale of 4 Plover Street in the 2022/2023 Budget Estimates

**Strategic Implications:** Nil

**Recommendations:**

That Council relists 4 Plover Street with Elders Real Estate Narrogin with a selling Price of \$40,000.

**Voting Requirements:** Simple majority

**Resolution No 150622-16**

**Moved Cr Allan/Seconded Cr Mearns**

That Council relists 4 Plover Street with Elders Real Estate Narrogin with a selling price of \$40,000.

**Carried 7/0**

## GOVERNANCE, AUDIT AND COMMUNITY SERVICES

### **10.2.09 Change Council Meeting Date July 2022**

<b>Submission To:</b>	<b>Ordinary Council</b>
<b>Location/Address:</b>	<b>Whole of Shire</b>
<b>Name of Applicant:</b>	<b>Mark Hook, Chief Executive Officer</b>
<b>File Reference:</b>	<b>GO.CME.1323</b>
<b>Author:</b>	<b>Mark Hook, Chief Executive Officer</b>
<b>Disclosure of any Interest:</b>	<b>Nil</b>
<b>Date of Report:</b>	<b>30 May 2022</b>

**Enclosure/Attachments:** Nil

#### **Summary:**

As requested at the May 2022 Forum Session the CEO is requesting the change of the July 2022 Council Meeting from the 20<sup>th</sup> July 2022 to the 13<sup>th</sup> July 2022.

#### **Background:**

At the May 2022 Forum Session the President requested Council to consider changing the July Council Meeting to the 13<sup>th</sup> July 2022.

#### **Comments:**

Council is able to change Council Meeting dates as long as it is advertised and each council member is given at least 72 hours' notice of the date, time and place of the meeting and an agenda for the meeting.

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

#### **5.3. Ordinary and special council meetings**

- (1) *A council is to hold ordinary meetings and may hold special meetings.*
- (2) *Ordinary meetings are to be held not more than 3 months apart.*
- (3) *If a council fails to meet as required by subsection (2) the CEO is to notify the Minister of that failure.*

#### **5.4. Calling council meetings**

- An ordinary or a special meeting of a council is to be held —*
- (a) *if called for by either —*
    - (i) *the mayor or president; or*
    - (ii) *at least 1/3 of the councillors,*  
*in a notice to the CEO setting out the date and purpose of the proposed meeting; or*
  - (b) *if so decided by the council.*

#### **5.5. Convening council meetings**

- (1) *The CEO is to convene an ordinary meeting by giving each council member at least 72 hours' notice of the date, time and place of the meeting and an agenda for the meeting.*
- (2) *The CEO is to convene a special meeting by giving each council member notice, before the meeting, of the date, time, place and purpose of the meeting.*

#### **5.25. Regulations about council and committee meetings and committees**

- (1) Without limiting the generality of section 9.59, regulations may make provision in relation to —
- (a) the matters to be dealt with at ordinary or at special meetings of councils; and
  - (b) the functions of committees or types of committee; and
  - (ba) the holding of council or committee meetings by telephone, video conference or other electronic means; and
  - (c) the procedure to be followed at, and in respect of, council or committee meetings; and
  - (d) methods of voting at council or committee meetings; and
  - (e) the circumstances and manner in which a decision made at a council or a committee meeting may be revoked or changed (which may differ from the manner in which the decision was made); and
  - (f) the content and confirmation of minutes of council or committee meetings and the keeping and preserving of the minutes and any documents relating to meetings; and
  - (g) the giving of public notice of the date and agenda for council or committee meetings; and
  - (h) the exclusion from meetings of persons whose conduct is not conducive to the proper conduct of the meetings and the steps to be taken in the event of persons refusing to leave meetings; and
  - (i) the circumstances and time in which the unconfirmed minutes of council or committee meetings are to be made available for inspection by members of the public; and
  - (j) the circumstances and time in which notice papers and agenda relating to any council or committee meeting and reports and other documents which could be —
    - (i) tabled at a council or committee meeting; or
    - (ii) produced by the local government or a committee for presentation at a council or committee meeting, are to be made available for inspection by members of the public.
- (2) Regulations providing for meetings to be held by telephone, video conference or other electronic means may modify the application of this Act in relation to those meetings to the extent necessary or convenient to facilitate the holding of those meetings in that way.

*Local Government (Administration) Regulations 1996*

**12. Meetings, public notice of (Act s. 5.25(1)(g))**

- (1) At least once each year a local government is to give local public notice of the dates on which and the time and place at which —
  - (a) the ordinary council meetings; and
  - (b) the committee meetings that are required under the Act to be open to members of the public or that are proposed to be open to members of the public, are to be held in the next 12 months.
- (2) A local government is to give local public notice of any change to the date, time or place of a meeting referred to in subregulation (1).
- (3) Subject to subregulation (4), if a special meeting of a council is to be open to members of the public then the local government is to give local public notice of the date, time, place and purpose of the special meeting.
- (4) If a special meeting of a council is to be open to members of the public but, in the CEO's opinion, it is not practicable to give local public notice of the matters referred to in subregulation (3), then the local government is to give public notice of the date, time, place and purpose of the special meeting in the manner and to the extent that, in the CEO's opinion, is practicable.

**Policy Implications:** Nil

**Financial Implications:** Nil

**Strategic Implications:** Nil

**Recommendations:**

That Council change the July Council meeting date to 13 July 2022 and advertise the change in accordance with the *Local Government Act 1995*.

**Voting Requirements:** Simple majority

**Resolution No 150622-17**

**Moved Cr Allan/Seconded Cr Astbury**

That Council change the July Council meeting date to 13 July 2022 and advertise the change in accordance with the *Local Government Act 1995*.

**Carried 7/0**

GOVERNANCE, AUDIT AND COMMUNITY SERVICES**10.2.10 WALGA - Proposed Advocacy Position on Arrangements for Management of Volunteer Bushfire Brigades**

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<b>Submission To:</b>	<b>Ordinary Council</b>
<b>Location/Address:</b>	<b>Whole of Shire</b>
<b>Name of Applicant:</b>	<b>Mark Hook, Chief Executive Officer</b>
<b>File Reference:</b>	<b>ES.SPR.916, GR.SL.1452</b>
<b>Author:</b>	<b>Mark Hook, Chief Executive Officer</b>
<b>Disclosure of any Interest:</b>	<b>Nil</b>
<b>Date of Report:</b>	<b>24 May 2022</b>

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**Enclosure/Attachments:**

1. Arrangements for Management of Volunteer Bush Fire Brigades: Proposed Advocacy Position.
2. WALGA INFO Page - Proposed Advocacy Position on Arrangements for Management of Volunteer Bush Fire Brigades.

**Summary:**

Council is being requested by WALGA through the attached, Arrangements for Management of Volunteer Bush Fire Brigades: Proposed Advocacy Position paper to provide answers to the following survey questions.

1. Does your Local Government manage BFBs?
2. Does your Local Government support the proposed Advocacy Position on arrangements for the management of Bush Fire Brigades? Why or why not?
3. Does your Local Government have any further suggestions or changes to the proposed Advocacy Position?
4. For Local Governments that manage BFBs, is your Local Government's preference to continue to manage BFBs or to transfer responsibility to the State Government?
5. Is your response endorsed by Council? If so, please include the Council paper and resolution.
6. Do you have any further comments to make?

**Background:**

WALGA is seeking the views of the sector on a new Advocacy Position on the management of Bushfire Brigades. WALGA has allowed a 6 week consultation on this matter, to enable consultation with local volunteers and communities, and for Councils to make a decision.

WALGA will present this matter to the WALGA State Council in September 2022.

**Comments:**

The paper has identified four options for consideration for the future management of Bush Fire Brigades.

1. Status quo - continue with the current arrangements for management of BFBs whereby the majority are managed by Local Government and transfer arrangements are negotiated on an ad hoc basis between DFES and Local Governments (or their BFBs).

2. Improvements - continue with the current arrangements for Local Government management of BFBs with additional support provided by the State Government with respect to increased funding and better access to training resources and other support.
3. Hybrid Model - Local Government continues to manage BFBs where they have the capacity, capability and resources to do so; however where they do not have the capacity, capability and resources, responsibility for management of BFBs is transferred to DFES.
4. Transfer - Responsibility for management of all BFBs is transferred to the State Government, consistent with the arrangements in other States and Territories.

WALGA has considered the four options and it is the considered opinion that WALGA support the Hybrid model as outlined above for the management of Bush Fire Brigades in Western Australia.

WALGA is proposing the following Advocacy Position within the attached Arrangements for Management of Volunteer Bush Fire Brigades.

### **Management of Bush Fire Brigades**

The Association advocates that the State Government must provide for:

A clear pathway for Local Governments to transfer responsibility for the management of Bush Fire Brigades to the State Government when ongoing management is beyond the capacity, capability and resources of the Local Government;

The co-design of a suite of relevant guidelines and materials to assist those Local Governments that manage Bush Fire Brigades;

Mandatory and minimum training requirements for Bush Fire Brigade volunteers supported by a universally accessible training program managed by the Department of Fire and Emergency Services (DFES); and

The recognition of prior learning, experience and competency of Bush Fire Brigade volunteers.

That a Working Group comprising representatives of WALGA and DFES be established to develop a process and timeline for the transfer of responsibility for Bush Fire Brigades in accordance with 1(a).

Where management of Bush Fire Brigades is transferred to DFES in accordance with 1(a), DFES should be resourced to undertake the additional responsibility.

WALGA strongly encourages all Local Governments, and particularly those with responsibility for managing Bush Fire Brigades to provide a response to this Paper and the proposed Advocacy Position. Council endorsed responses are preferred but not essential.

The following questions are provided for Local Governments to consider:

1. Does your Local Government manage BFBs?



2. Does your Local Government support the proposed Advocacy Position on arrangements for the management of Bush Fire Brigades? Why or why not?
3. Does your Local Government have any further suggestions or changes to the proposed Advocacy Position?
4. For Local Governments that manage BFBs, is your Local Government's preference to continue to manage BFBs or to transfer responsibility to the State Government?
5. Is your response endorsed by Council? If so, please include the Council paper and resolution.
6. Do you have any further comments to make?

The State Government is currently drafting the Consolidated Emergency Services Act (CES Act), which consolidates the Fire Brigades Act 1942, Bush Fires Act 1954 and Fire and Emergency Services Act 1998 into a single piece of legislation, anticipated to be released as a Green Bill for consultation in early 2023.

This would also allow Council to have discussions on the structure of the Bushfire Brigade System.

The introduction of the Work Health and Safety Act 2020 has definitely raised questions for Councils in relation to Bushfire Volunteers but they are not ones that cannot be overcome.

The CEO believes Council should answer the Questions as follows, and forward these responses to WALGA.

1. Does your Local Government manage BFBs?

Yes Council currently runs five Bushfire Brigades

Wickepin, Townsendale, Tincurrin/Toolibin, Harrismith and Yealering86 Gate

2. Does your Local Government support the proposed Advocacy Position on arrangements for the management of Bush Fire Brigades? Why or why not?

Yes Council supports the advocacy position of WALGA as outlined in the, Arrangements for Management of Volunteer Bush Fire Brigades: Proposed Advocacy Position. This appears to be the middle ground solution where Councils that wish to hand over the running of Brigades to DFES may do so. However it should be noted that if a majority of Councils hand over their Brigades to DFES will the ones left be given a choice.

3. Does your Local Government have any further suggestions or changes to the proposed Advocacy Position?

Council has no further suggestions or changes to the proposed Advocacy Position as outlined by WALGA.

4. For Local Governments that manage BFBs, is your Local Government's preference to continue to manage BFBs or to transfer responsibility to the State Government?

Council's preference at this stage would be to continue managing our Bush Fire Brigades.

5. Is your response endorsed by Council? If so, please include the Council paper and resolution.

Council submission was endorsed by Council on the 15th June 2022

6. Do you have any further comments to make?

Council has one comment if a majority of Councils hand over there Brigades to DFES will the ones left be given a choice.

### **Statutory Environment:**

#### **Emergency Management Act 2005**

#### **Bush Fires Act 1954**

#### **41. Bush fire brigades**

- (1) *For the purpose of carrying out normal brigade activities a local government may, in accordance with its local laws made for the purpose, establish and maintain one or more bush fire brigades and may, in accordance with those local laws, equip each bush fire brigade so established with appliances, equipment and apparatus.*
- (2) *A local government shall keep a register of bush fire brigades and their members in accordance with the regulations and shall register therein each bush fire brigade established by it under subsection (1) and each member of each such brigade.*
- (2a) *A local government is to notify the Authority as soon as practicable after any changes occur in any of the details required to be recorded in the register under subsection (2).*
- (3) *A local government may at any time cancel the registration of a bush fire brigade.*

#### **Bush Fires Regulations 1954**

#### **41. Bush fire brigades, local government to keep register of**

A local government shall keep a register of bush fire brigades established by it in the form of Form 12 in the Appendix.

#### **Shire of Wickepin Bush Fire Brigades Local Law**

### **PART 2 – ESTABLISHMENT OF BUSH FIRE BRIGADES**

#### ***Division 1 – Establishment of a bush fire brigade***

#### **2.1 Establishment of a bush fire brigade**

- (1) The local government may establish a bush fire brigade for the purpose of carrying out normal brigade activities.
- (2) A bush fire brigade is established on the date of the local government's decision under subclause (1).

## PART 3 - ORGANISATION AND MAINTENANCE OF BUSH FIRE BRIGADES

### *Division 1 – Local government responsibility*

#### 3.1 Local government responsible for structure

The Council is to ensure that there is an appropriate structure through which the organisation of bush fire brigades is maintained.

**Policy Implications:** Nil

**Financial Implications:** Nil

**Strategic Implications:** Nil

#### **Recommendations:**

That Council answer the Questions as follows, and forward these responses to WALGA.

#### 1. Does your Local Government manage BFBs?

Yes Council currently runs four Bushfire Brigades

Wickepin, Townsendale, Tincurrin/Toolibin/Harrismith and Yealering/86 Gate

#### 2. Does your Local Government support the proposed Advocacy Position on arrangements for the management of Bush Fire Brigades? Why or why not?

Yes Council supports the advocacy position of WALGA as outlined in the, Arrangements for Management of Volunteer Bush Fire Brigades: Proposed Advocacy Position. This appears to be the middle ground solution where Councils that wish to hand over the running of Brigades to DFES may do so. However it should be noted that if a majority of Councils hand over there Brigades to DFES will the ones left be given a choice.

#### 3. Does your Local Government have any further suggestions or changes to the proposed Advocacy Position?

Council has no further suggestions or changes to the proposed Advocacy Position as outlined by WALGA.

#### 4. For Local Governments that manage BFBs, is your Local Government's preference to continue to manage BFBs or to transfer responsibility to the State Government?

Council's preference at this stage would be to continue managing our Bush Fire Brigades.

#### 5. Is your response endorsed by Council? If so, please include the Council paper and resolution.

Council submission was endorsed by Council on the 15th June 2022

6. Do you have any further comments to make?

Council has one comment if a majority of Councils hand over there Brigades to DFES will the ones left be given a choice.

**Voting Requirements:**

Simple majority

**Resolution No 150622-18**

**Moved Cr Astbury/Seconded Cr Thompson**

That Council answer the questions as follows, and forward these responses to WALGA.

1. Does your Local Government manage BFBs?

Yes Council currently runs five Bushfire Brigades

Wickepin, Townsendale, Tincurrin/Toolibin, Harrismith and Yealering86 Gate

2. Does your Local Government support the proposed Advocacy Position on arrangements for the management of Bush Fire Brigades? Why or why not?

Yes Council supports the advocacy position of WALGA as outlined in the, Arrangements for Management of Volunteer Bush Fire Brigades: Proposed Advocacy Position. This appears to be the middle ground solution where Councils that wish to hand over the running of Brigades to DFES may do so. However it should be noted that if a majority of Councils hand over there Brigades to DFES will the ones left be given a choice.

3. Does your Local Government have any further suggestions or changes to the proposed Advocacy Position?

Council has no further suggestions or changes to the proposed Advocacy Position as outlined by WALGA.

4. For Local Governments that manage BFBs, is your Local Government's preference to continue to manage BFBs or to transfer responsibility to the State Government?

Council's preference at this stage would be to continue managing our Bush Fire Brigades.

5. Is your response endorsed by Council? If so, please include the Council paper and resolution.

Council submission was endorsed by Council on the 15th June 2022

6. Do you have any further comments to make?

Council has one comment if a majority of Councils hand over there Brigades to DFES will the ones left be given a choice.

**Carried 7/0**

Cr Miller left the meeting at 5.16pm and returned at 5.18pm.

## GOVERNANCE, AUDIT AND COMMUNITY SERVICES

### **10.2.11 Fees and Charges Adoption 2021/2022**

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<b>Submission To:</b>	<b>Ordinary Council</b>
<b>Location/Address:</b>	<b>Whole Shire</b>
<b>Name of Applicant:</b>	<b>Erika Clement – Deputy Chief Executive Officer</b>
<b>File Reference:</b>	<b>FM.BU.1208</b>
<b>Author:</b>	<b>Erika Clement – Deputy Chief Executive Officer</b>
<b>Disclosure of any Interest:</b>	<b>Nil</b>
<b>Date of Report:</b>	<b>30 May 2022</b>

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**Enclosure/Attachments:** Proposed Schedule of Fees and Charges 2022/2023.

#### **Summary:**

Council is being requested to consider adopting the Schedule of Fees and Charges for the 2022/2023 year in advance of the 2022/2023 budget adoption.

Council may resolve:

1. To adopt the Officer's recommendation; or
2. Not resolve to accept the Officer's recommendation and review the Schedule of Fees and Charges as part of 2022/2023 budget deliberations.

#### **Background:**

In preparation for the 2022/2023 budget period, the attached fees and charges are submitted for Council adoption. By adopting the fees and charges prior to the budget any applicable advertising can be undertaken and the new charges can be incorporated into the draft budget workings.

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

#### **Comments:**

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

The 2022/2023 Schedule of Fees and Charges has been formulated using the 2021/2022 year as a basis and incorporating new charges (shown in Red) and input from external statutory bodies.

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

#### **Statutory Environment:**

6.16. Imposition of fees and charges

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

\* Absolute majority required

2. A fee or charge may be imposed for the following —

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

\* Absolute majority required.

#### 6.19. Local government to give notice of fees and charges

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

1. its intention to do so; and
2. the date from which it is proposed the fees or charges will be imposed.

**Policy Implications:** Nil

**Financial Implications:** Revenue raised from fees and charges

**Strategic Implications:** Not Applicable

#### **Recommendations:**

That Council adopt the attached Schedule of Fees and Charges for the 2022/2023 financial year effective as of 1 July 2022.

**Voting Requirements:** Absolute Majority.

### **Resolution No 150622-19**

**Moved Cr Thompson/Seconded Cr Allan**

That Council adopt the attached Schedule of Fees and Charges for the 2022/2023 financial year effective as of 1 July 2022.

**Carried 7/0 by absolute majority**

## GOVERNANCE, AUDIT AND COMMUNITY SERVICES

### **10.2.12 Adoption of Councillors Professional Development Policy**

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<b>Submission To:</b>	<b>Ordinary Council</b>
<b>Location/Address:</b>	<b>Whole Shire</b>
<b>Name of Applicant:</b>	<b>Erika Clement DCEO</b>
<b>File Reference:</b>	<b>CM.POL.403</b>
<b>Author:</b>	<b>Erika Clement DCEO</b>
<b>Disclosure of any Interest:</b>	<b>Nil</b>
<b>Date of Report:</b>	<b>25 May 2022</b>

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**Enclosure/Attachments:** Policy 2.1.26 Councillors Professional Development.

#### **Summary:**

This report recommends that Council adopt a Policy relating to Continuing Professional Development; and determine the preferred service provider for Elected Member Training.

A Draft Policy has been prepared for Council consideration

#### **Background:**

The Local Government Legislation Amendment Act 1995 received the Governor's assent on 5 July 2019. Section 5.128 of the Act requires Councils to adopt a policy in relation to the continuing professional development of Elected Members with a requirement for a Policy to be published on the local government's website.

#### **Comments:**

All Councillors have to complete the Council Member Essentials training course unless, in the previous five years they have passed the Diploma of Local Government 52756WA(Elected Member) or the course title LGASS00002 Elected Member Skill Set. The new policy outlines the required training and preferred training delivery

#### **Statutory Environment:**

*Local Government Act 1995:*

- *Section 5.128 - Policy for continuing professional development*
- *Section 5.127 - Report on training*

#### **Policy Implications:**

The Shire does not have any current policies regarding Councillors Professional Development

#### **Financial Implications:**

Cost associated with training are allocated in the Members of Council section of the Budget



**Strategic Implications:****GOAL 10: Our organisation is well positioned and has capacity for the future**

<b>SHORT TERM STRATEGY</b>	<b>MEDIUM TERM STRATEGY</b>	<b>POINT OF MEASUREMENT</b>	<b>10 YR OUTCOME</b>
<p>10.1 Continually review our organisational structure to be in line with community service expectations (infrastructure and services)</p> <p>10.2 Identify Councillor training needs</p> <p>10.3 Educate and encourage Councillors to attend governance training which highlights their roles, responsibilities and being accountable</p>	<p>10.4 Council staff are multi skilled to understand the business of local government, can provide a seamless service to the community and are compliant</p> <p>10.5 Review the number of Councillors required for our Shire context</p>	Amount of professional development attended by Councillors and staff	We have capacity and comply with legislation

**Recommendations:**

That Council adopt Policy 2.1.26 Councillors Professional Development as attached and be made available on the Shire's official website.

**Voting Requirements:**

Absolute Majority

**Resolution No 150622-20****Moved Cr Allan/Seconded Cr Astbury**

That Council adopt Policy 2.1.26 Councillors Professional Development as attached and be made available on the Shire's official website.

**Carried 7/0**

## GOVERNANCE, AUDIT AND COMMUNITY SERVICES

### 10.2.13 Transfer to Reserve 2021/2022

<b>Submission To:</b>	<b>Ordinary Council</b>
<b>Location/Address:</b>	<b>Whole Shire</b>
<b>Name of Applicant:</b>	<b>Erika Clement – Deputy Chief Executive Officer</b>
<b>File Reference:</b>	<b>FM.BU.1208</b>
<b>Author:</b>	<b>Erika Clement - Deputy Chief Executive Officer</b>
<b>Disclosure of any Interest:</b>	<b>Nil</b>
<b>Date of Report:</b>	<b>30 May 2022</b>

**Enclosure/Attachments:** Nil

#### **Summary:**

Council is being requested to move the following amount to reserves as adopted in the 2021/2022 budget.

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

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

#### **Background:**

Council generally moves the transfer of municipal funds to council's reserves as outlined within the 2021/2022 Budget estimates prior to the 30 June each year.

#### **Comments:**

There have been a number of savings on the purchase of plant items this year and thereby reduces the amount to transfer from the plant reserve to \$155,494..

	Budget Nett	Actual Changeover	Transfer to Reserve
WK713	320,000	335,500	15,500
WK698	45,000	40,903	-4,097
WK697	150,000	96,000	-54,000
WK0	15,000	8,600	-6,400
WK0	26,000	15,236	-10,764
OWK	7,500	7,164	-336
OWK	7,500	2,091	-5,409
<b>TOTAL</b>	<b>571,000</b>	<b>505,494</b>	<b>-65,506</b>

**Transfer from**

• Plant Reserve	\$165,494
• Building Reserve	\$46,542
• Aged Persons Accommodation Reserve	\$52,000
<b>TOTAL</b>	<b>\$264,036</b>

The amounts being requested to be transferred this year as at 15 June 2022 are as follows.

• Computer Reserve	\$10,000
• Yarling Court Singles Accommodation	\$ 5,000
• Swimming Pool	\$25,000
• Sale yard Reserve	\$85,000
• Wickepin Fuel Facility	\$25,000
• Wickepin Caravan Park and accommodation	\$230,000
• Land Development Reserve	\$87,000
<b>TOTAL</b>	<b>\$497,000</b>

The budgeted transfer to the Sewerage reserve has not been allocated, as a major expense was incurred for relining a sewer pit.

**Statutory Environment:**

*Local Government Act 1995*

**6.11. Reserve accounts**

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

**\* Absolute majority required.**

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

**Local Government (Financial Management) Regulations 1996****Regulation 17***Reserve accounts*

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

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

**Regulation 18**

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

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

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

**Regulation 38***Reserve account information*

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

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

## Policy Implications:

### OTHER CULTURE

#### 7.5.1 SALEYARD USE

**OBJECTIVE: Provide clear parameters in relation to saleyard use.**

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

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

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

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

#### 6.2.5 COMMUNITY BUS USE

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

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

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

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

#### 6.2.5.7 OPERATING BUDGET

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

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

## Financial Implications:

Transfer to reserves of \$441,000 and transfer from reserve of \$264,036

## Strategic Implications:

Nil

## Recommendations:

1 That Council transfers the following amounts to the following reserves prior to 30 June 2022.

- |   |           |
|---|-----------|
| • Computer Reserve                        | \$10,000  |
| • Yarling Court Singles Accommodation     | \$ 5,000  |
| • Swimming Pool                           | \$25,000  |
| • Sale yard Reserve                       | \$85,000  |
| • Wickepin Fuel Facility                  | \$25,000  |
| • Wickepin Caravan Park and accommodation | \$230,000 |

• Land Development Reserve	\$87,000
<b>TOTAL</b>	<b>\$467,000</b>

2 That Council transfers the following amounts from reserves prior to 30 June 2022

• Plant Reserve	\$165,494
• Building Reserve	\$46,542
• Aged Persons Accommodation Reserve	\$52,000
<b>TOTAL</b>	<b>\$264,036</b>

### Voting Requirements:

Simple Majority

### Resolution No 150622-21

#### Moved Cr Astbury/Seconded Cr Allan

That Council transfers the following amounts to the following Reserves prior to 30 June 2022.

• Computer Reserve	\$10,000
• Yarling Court Singles Accommodation	\$ 5,000
• Swimming Pool	\$25,000
• Sale yard Reserve	\$85,000
• Wickepin Fuel Facility	\$25,000
• Wickepin Caravan Park and accommodation	\$230,000
• Land Development Reserve	\$87,000
<b>TOTAL</b>	<b>\$497,000</b>

2 That Council transfers the following amounts from Reserves prior to 30 June 2022

• Plant Reserve	\$165,494
• Building Reserve	\$46,542
• Aged Persons Accommodation Reserve	\$52,000
<b>TOTAL</b>	<b>\$264,036</b>

**Carried 7/0**

## 11. President's Report

<b>Submission To:</b>	<b>Ordinary Council</b>
<b>Location/Address:</b>	<b>Whole Shire</b>
<b>Name of Applicant:</b>	<b>Julie Russell, President</b>
<b>File Reference:</b>	<b>GO.CO.U.5</b>
<b>Author:</b>	<b>Julie Russell, President</b>
<b>Disclosure of any Interest:</b>	<b>Nil</b>
<b>Date of Report:</b>	<b>15 June 2022</b>

The Central Country Zone Executive Committee met by Teams on June 15th to discuss budgetary matters for the Zone for the upcoming 2022-23 financial year.

Technology has enabled meetings by teleconferencing and video-linking to become a vital means of communicating and, at times, allowing organised meetings to go ahead.

Central Country Zone Executive Committee, through WALGA, has recognised this, and have considered the "preferred method" of conducting our future meetings. It was discussed and suggested that the "In-person" type of meeting is the preferred option, but the ability to conduct meetings using Teams will need to be available at times. This discussion will continue at the full Central Country Zone meeting which is to be held on Friday 24 June at Williams.

A wonderful turnout of people, along with their rakes and gloves, joined together this morning at the railway precinct in Wickepin to rake leaves and branches and generally tidy up the area. Morning tea, in the form of scones & jam, tea and coffee was provided by Hazel. A lovely morning was had by all and the area now looks very refreshed.

A great effort by the Townscape Committee for organising this clean-up event, and many thanks to those who came along. We all look forward to the next gathering of rakes, gloves and people.



### Recommendations:

That council note the President's report dated 15 June 2022.

### Voting Requirements:

Simple majority

### Resolution No 150622-22

**Moved Cr Miller/Seconded Cr Mearns**

That council note the President's report dated 15 June 2022.

**Carried 7/0**

## 12. Chief Executive Officer's Report

<b>Submission To:</b>	<b>Ordinary Council</b>
<b>Location/Address:</b>	<b>Whole Shire</b>
<b>Name of Applicant:</b>	<b>Mark Hook, Chief Executive Officer</b>
<b>File Reference:</b>	<b>CM.REP.2</b>
<b>Author:</b>	<b>Mark Hook, Chief Executive Officer</b>
<b>Disclosure of any Interest:</b>	<b>Nil</b>
<b>Date of Report:</b>	<b>06 June 2022</b>

### Leases

All the appropriate leases have been received from McLeods and have been sent out to each organisation for signing. The CEO has received back leases from the Wickepin Arts and Crafts and the Lake Yealering Golf Club. Once all the lease have been returned and signed they will be presented to Council for the Common Seal Attachment and for signing by the President and CEO. As at the 31<sup>st</sup> May 2022 only the following leases have been signed and returned to the CEO.

1. Wickepin Arts and Crafts
2. Lake Yealering Golf Club

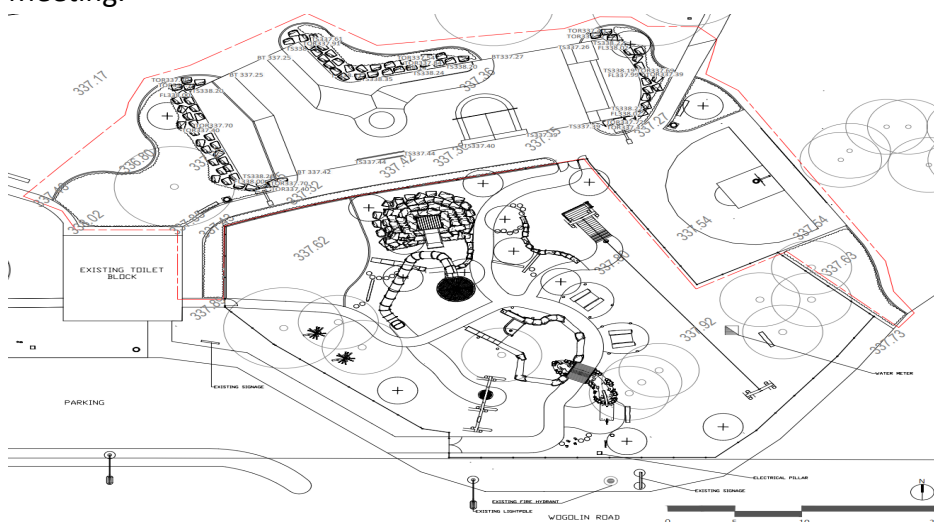
### Insurance

Council has received an insurance claim for crop damage due to sheep escaping from the Wickepin Saleyards during the last Sheep Sale. The Matter has be forwarded to Councils insurer LGIS for action.

LGIS declined the Insurance Claim on the 01 June 2022.

### Wogolin Playground

Tenders have been advertised for the Construction of a Skate Park and  $\frac{3}{4}$  Basketball Court at the Wogolin Road Recreation Area. Tenders close on the 8<sup>th</sup> July 2022 and will be presented to the 13 July 2022 Council Meeting.





**MEETINGS ATTENDED**

<b>May 2022</b>	
23 <sup>rd</sup>	District Recovery Coordination Group Meeting
<b>June 2022</b>	
1 <sup>st</sup>	Townscape & Cultural Planning Committee Meeting
14 <sup>th</sup>	Local Recovery Group Meeting

**Delegations to be inserted –**

No.	Delegation Name	Delegation To	Delegation Exercised	When Exercised	Persons Affected
A1	Cheque Signing and Account Authorisation	CEO	Payment of Accounts Refer to FM report item 10.2.01 List of Accounts		CEO, FM
A2	Septic Tank Application Approvals	EHO			
A3	Building Approvals	BO			
A4	Road Side Advertising	CEO			
A5	Application for Planning Consent	CEO			
A6	Appointment and Termination of Staff	CEO			
A7	Rates Recovery – Instalment Payments	CEO			
A8	Issue of Orders	CEO			
A9	Legal Advice	CEO			
A10	Permits to Use Explosives	CEO			
A11	Street Stalls	CEO			
A12	Liquor Consumption on Shire Owned Property	CEO	Kowald – Yealering Hall Facey Group – WCC Snow – WCC Wickepin Netball Club – WCC Yealering Bowling Club – Yealering Hall	31.05.2022 24.05.2022 16.05.2022 13.05.2022 12.05.2022	CEO
A13	Hire of Community Halls / Community Centre	CEO	Kowald – Yealering Hall	31.05.2022	CEO
A14	The Food Act 2008 and the	CEO			

	<b>Food Regulations 2009</b>				
<b>A15</b>	<b>The Public Health Act 2016</b>	<b>CEO</b>			
<b>A16</b>	<b>Sponsorship, contributions and donations to sporting and community groups</b>				

**Recommendations:**

That Council note the Chief Executive Officer's report dated 06 June 2022.

**Voting Requirements:**

Simple majority.

**Resolution No 150622-23**

**Moved Cr Astbury/Seconded Cr Mearns**

That Council note the Chief Executive Officer's report dated 6 June 2022.

**Carried 7/0**

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

**14. Reports and Information**

**15. Urgent Business**

## 15.1 Late Item - Acting CEO Appointment

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<b>Submission To:</b>	<b>Ordinary Council</b>
<b>Location/Address:</b>	<b>Wogolin Road Wickepin</b>
<b>Name of Applicant:</b>	<b>Mark Hook - Chief Executive Officer</b>
<b>File Reference:</b>	<b>PE.REC.2010</b>
<b>Author:</b>	<b>Mark Hook – Chief Executive Officer</b>
<b>Disclosure of any Interest:</b>	<b>Nil</b>
<b>Date of Report:</b>	<b>13 June 2022</b>

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**Enclosure/Attachments:** Nil

### Summary:

Council is being requested to accept a late item on the appointment of an Acting CEO.

### Background:

The CEO has been working with Tony Brown Executive Manager Governance & Organisational Services, WALGA on the availability of acting CEO's. .

### Comments:

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 form 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

**Recommendations:**

That the Presiding Member accepts the late agenda item to appoint an Acting CEO.

**Voting Requirements:** Absolute Majority.

**Resolution No 150622-24**

**Moved Cr Astbury/Seconded Cr Allan**

That the Presiding Member accepts the late agenda item to appoint an Acting CEO.

**Carried 7/0**

## 15.2 - Appointment Acting CEO

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<b>Submission To:</b>	<b>Ordinary Council</b>
<b>Location/Address:</b>	<b>Wogolin Road Wickepin</b>
<b>Name of Applicant:</b>	<b>Mark Hook - Chief Executive Officer</b>
<b>File Reference:</b>	<b>PE.REC.2010</b>
<b>Author:</b>	<b>Mark Hook - Chief Executive Officer</b>
<b>Disclosure of any Interest:</b>	<b>Nil</b>
<b>Date of Report:</b>	<b>13 June 2022</b>

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### Enclosure/Attachments:

1. Resume Noel Mason
2. Resume Ray Davey

### Summary:

Council is being requested to appoint Mr Noel Mason as Acting CEO from 19 July 2022 for 4 days per week for approximately 2-3 months on the current salary of the current CEO Mr Mark Hook.

### Background:

The CEO has been working with the Shire President Cr Julie Russell and Mr Tony Brown Executive Manager Governance & Organisational Services, WALGA on the availability of Acting CEO's.

### Comments:

Mr Tony Brown Executive Manager Governance & Organisational Services, WALGA gave a list of possible Acting CEO's as follows.

- Rob Stewart - Former CEO Plantagenet
- Allen Cooper - Former CEO East Pilbara
- Paul Sheedy - Former CEO Capel
- Roy McClymont - Former CEO Meekatharra
- Mark Dacombe - Former Acting CEO Merredin, Carnarvon, Pingelly
- Peter Clarke
- Gary Clark
- Steve Deckett
- Stephen Tindale - Former CEO Town of Narrogin
- Mike Foley
- Noel Mason - Former CEO Kulin
- Ray Davey - Shire of Morawa Manager Operations

The only persons available at the moment are Mr Noel Mason and Mr Ray Davey.

Mr Ray Davey is only available from the second week in August 2022 and Mr Noel Mason is available from 19 July 2022 for 4 days a week.

The CEO has spoken with Mr Noel Mason and he is willing to take on the Acting CEO role at the Shire of Wickepin based on four days a week on the current CEO salary package including furnished accommodation at the Aged Housing units Wogolin Road Wickepin.

The CEO believes council should lock in Mr Noel Mason on for 4 days a week based on the current CEO salary package including provision of furnished accommodation at the Aged Units Wogolin Road Wickepin.

There is a unit available at the Aged Unit's Wogolin Road but it will be required to be furnished.

The Caravan Park accommodation is booked for the carpenters for the ILU's in Johnston Street. The CEO believes the Caravan Park Accommodation would not be suitable for a length of time for an Acting CEO.

Mr Noel Mason is a capable CEO able to undertake the Acting CEO role for the Shire of Wickepin. It has taken some time for the current CEO to lock in an applicant and Council needs to lock in an Acting CEO as soon as possible.

Council may appoint an Acting CEO as a salary employee not on a contract for a period not exceeding one year.

### **Local Government Act 1995 section 5.39- Contracts for CEO and senior employees**

Furnishings required for the Aged Unit would be:

- Small fridge
- Queen size bed
- Dining table and chairs
- Lounge suite
- TV
- TV stand
- Coffee table

### **Statutory Environment:**

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

(1) *Subject to subsection (1a), the employment of a person who is a CEO or a senior employee is to be governed by a written contract in accordance with this section.*

(1a) *Despite subsection (1) —*

- (a) *an employee may act in the position of a CEO or a senior employee for a term not exceeding one year without a written contract for the position in which he or she is acting; and*
- (b) *a person may be employed by a local government as a senior employee for a term not exceeding 3 months, during any 2 year period, without a written contract.*

(2) *A contract under this section —*

- (a) *in the case of an acting or temporary position, cannot be for a term exceeding one year;*
- (b) *in every other case, cannot be for a term exceeding 5 years.*

(3) *A contract under this section is of no effect unless —*

- (a) *the expiry date is specified in the contract; and*
- (b) *there are specified in the contract performance criteria for the purpose of reviewing the person's performance; and*
- (c) *any other matter that has been prescribed as a matter to be included in the contract has been included.*

- (4) *A contract under this section is to be renewable and subject to subsection (5), may be varied.*
- (5) *A provision in, or condition of, an agreement or arrangement has no effect if it purports to affect the application of any provision of this section.*
- (6) *Nothing in subsection (2) or (3)(a) prevents a contract for a period that is within the limits set out in subsection 2(a) or (b) from being terminated within that period on the happening of an event specified in the contract.*
- (7) *A CEO is to be paid or provided with such remuneration as is determined by the Salaries and Allowances Tribunal under the Salaries and Allowances Act 1975 section 7A.*
- (8) *A local government is to ensure that subsection (7) is complied with in entering into, or renewing, a contract of employment with a CEO.*

**Policy Implications:** Nil

**Financial Implications:**

No change to salaries and wages as current CEO package included in 2022/20223 budget.

Cost for furnishing aged housing unit would be approximately \$3,000 to \$4,000.

**Strategic Implications:** Nil

**Recommendations:**

1. That Council appoint Mr Noel Mason for a three month period on the current CEO package with the accommodation being a furnished unit at the Wogolin Road Aged Units.
2. That Council authorise the CEO to purchase the following furniture for the current vacant Aged Unit on Wogolin Road

**Voting Requirements:** Simple majority.

**Resolution No 150622-25**

**Moved Cr Astbury/Seconded Cr Miller**

1. That Council appoint Mr Noel Mason as Acting CEO commencing 19 July 2022 on the current CEO package with the accommodation being a furnished unit at the Wogolin Road Aged Units.
2. That Council authorise the CEO to purchase appropriate furniture for the current vacant Aged Unit on Wogolin Road.

**Carried 7/0**



## **16. Closure**

There being no further business the Presiding Officer declared the meeting closed at 6.08pm.