



A Fortunate Place



Shire of Wickepin

# Minutes

# Ordinary Meeting of Council

Council Chambers, Wickepin

# 17 MAY 2017

## Table of Contents

1.	ATTENDANCE, APOLOGIES AND LEAVE OF ABSENCE (PREVIOUSLY APPROVED)	3
2.	PUBLIC QUESTION TIME	3
3.	APPLICATIONS FOR LEAVE OF ABSENCE/APOLOGIES	3
4.	PETITIONS, MEMORIALS AND DEPUTATIONS	3
5.	DECLARATIONS OF COUNCILLOR'S AND OFFICER'S INTEREST	4
6.	CONFIRMATION OF MINUTES – ORDINARY MEETING OF COUNCIL – 19 APRIL 2017	4
7.	RECEIVAL OF MINUTES	4
7.1	ALBERT FACEY HOMESTEAD COMMITTEE MEETING	5
7.2	LIFESTYLE RETIREMENT COMMITTEE MEETING	6
8.	STATUS REPORT	7
9.	NOTICE OF MOTIONS OF WHICH NOTICE HAS BEEN GIVEN	9
10.	RECEIPT OF REPORTS & CONSIDERATION OF RECOMMENDATIONS	9
<b>INFRASTRUCTURE AND ENGINEERING SERVICES</b>		
10.1.01	– MANAGER WORKS AND SERVICES REPORT	10
10.1.02	– REPLACEMENT OF HOLDEN COLORADO 7, 0 WK	13
10.1.03	– REPLACEMENT OF 2008 HINO 816 GARBAGE TRUCK - WK 2433	18
<b>GOVERNANCE, AUDIT AND COMMUNITY SERVICES</b>		
10.2.01	– FINANCIAL REPORT	25
10.2.02	– LIST OF ACCOUNTS	57
10.2.03	- EHO/BUILDING SURVEYOR'S REPORT	62
10.2.04	– SHIRE OF WICKEPIN COMMUNITY GRANT APPLICATIONS	63
10.2.05	– COMMUNITY RESOURCE CENTRE 2017/2018 BUDGET	80
10.2.06	– TINCURRIN HALL COMMUNITY CONSULTATION - 2017	90
10.2.07	– SUBDIVISION LOT NO 6109, TINCURRIN	94
11.	PRESIDENT'S REPORT	97
12.–	CHIEF EXECUTIVE OFFICER'S REPORT	98
13.	NOTICE OF MOTIONS FOR THE FOLLOWING MEETING	104
14.	REPORTS & INFORMATION	104
15.	URGENT BUSINESS	104
16.	CLOSURE	104

**Minutes of an Ordinary Meeting of Council held in Council Chambers, Wickepin  
Wednesday 17 May 2017**

The President declared the meeting open at 3.38pm.

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

President	Cr JA Russell
Councillor	Cr Fran Allan
Councillor	Cr MG Lang
Councillor	Cr GCL Hinkley
Councillor	Cr RE Easton
Councillor	Cr WA Astbury
Councillor	Cr SJ Martin
Chief Executive Officer	Mr MJ Hook
Deputy Chief Executive Officer	Mrs NA Manton
Executive Support Officer	Mrs LG Taylor (Minute Taker)

**Leave of Absence (Previously Approved)**

Councillor	Cr AG Lansdell
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**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
10.2.04	Shire of Wickepin Community Grant Applications	Cr Fran Allan	Financial	Treasurer and Secretary of the Lake Yealering Bowling Club.
10.2.04	Shire of Wickepin Community Grant Applications	Cr Wes Astbury	Impartiality	Wife is a member of the Harrismith Golf Club committee.
10.2.04	Shire of Wickepin Community Grant Applications	Cr Julie Russell	Financial	Member of the Community Resource Centre Committee.
10.2.05	Community Resource Centre 2017/2018 Budget	Cr Julie Russell	Financial	Member of the Community Resource Centre Committee.
10.2.05	Community Resource Centre 2017/2018 Budget	Cr Grayden Lang	Impartiality	Member of the Community Resource Centre Committee.

## 6. Confirmation of Minutes – Ordinary Meeting of Council – 19 April 2017

### Resolution No 170517-01

#### Moved Cr Lang / Seconded Cr Martin

That the minutes of the Ordinary Council meeting held on Wednesday 19 April 2017 be confirmed as a true and correct record.

Carried 7/0

## 7. Receival of Minutes

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## 7.1 Albert Facey Homestead Committee Meeting

<b>Submission To:</b>	Ordinary Council
<b>Location / Address:</b>	Whole Shire
<b>Name of Applicant:</b>	Leah Taylor, Executive Support Officer
<b>File Reference:</b>	
<b>Author:</b>	Leah Taylor, Executive Support Officer
<b>Disclosure of any Interest:</b>	Nil
<b>Date of Report:</b>	1 May 2017

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**Enclosure / Attachment:**

Minutes of the Albert Facey Homestead Committee Meeting held on Monday 1 May 2017.

**Background:**

The Albert Facey Homestead Committee Meeting was held on Monday 1 May 2017.

**Comment:**

*Section 5.22 of the Local Government Act 1995* provides that minutes of all meeting 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:** Not applicable.

**Financial Implications:** Not applicable.

**Strategic Implications:** Not applicable.

**Recommendation:**

That the minutes of the Albert Facey Homestead Committee Meeting held on Monday 1 May 2017 be received.

**Voting Requirements:** Simple majority.

### Resolution No 170517-02

**Moved Cr Martin / Seconded Cr Hinkley**

That the recommendations listed under agenda items 7.1 to 7.2 be adopted en-bloc.

**Carried 7/0**

## 7.2 Lifestyle Retirement Committee Meeting

<b>Submission To:</b>	Ordinary Council
<b>Location / Address:</b>	Whole Shire
<b>Name of Applicant:</b>	Leah Taylor, Executive Support Officer
<b>File Reference:</b>	
<b>Author:</b>	Leah Taylor, Executive Support Officer
<b>Disclosure of any Interest:</b>	Nil
<b>Date of Report:</b>	10 May 2017

**Enclosure / Attachment:**

Minutes of the Lifestyle Retirement Committee Meeting held on Wednesday 10 May 2017.

**Background:**

The Lifestyle Retirement Committee Meeting was held on Wednesday 10 May 2017.

**Comment:**

*Section 5.22 of the Local Government Act 1995* provides that minutes of all meeting 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:** Not applicable.

**Financial Implications:** Not applicable.

**Strategic Implications:** Not applicable.

**Recommendation:**

That Lifestyle Retirement Committee Meeting held on Wednesday 10 May 2017 be received.

**Voting Requirements:** Simple majority.

### Resolution No 170517-02

**Moved Cr Martin / Seconded Cr Hinkley**

That the recommendations listed under agenda items 7.1 to 7.2 be adopted en-bloc.

**Carried 7/0**

## 8. Status Report

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

Item	Subject/Action	Officer/ File	Progress	Status	Comment
784-211216-05	Wickepin Sheep Sale Yards – Hand Rail Quotes	CEO	1. That no quotes be accepted. 2. That the CEO draft a design and specifications for the handrails at the Wickepin Saleyards and re-quote.	○	Awaiting Design and specifications.
805-190417-08	Review of Delegations from Council to Chief Executive Officer	CEO	That council adopts Shire of Wickepin Delegations Register as reviewed at its ordinary meeting on 19 April 2017.	✓	Delegation Register 2017 signed by CEO and President 27/04/2017.
806-190417-09	Appointment of Authorised Officers	CEO	<p>1. That the Shire of Wickepin makes the following appointments:  <b>Samantha Dawes, Leah Taylor, Natalie Manton, Amanda Bullock, Lara Marchei, Gillian Spargo, Jenna Lansdell and Michelle Miller,</b> to be appointed as Authorised Officers to exercise powers pursuant to the following legislations;            Authorised officer under the Cat Act 2011;            Dog Registration Officer's under the Dog Act 1976 (as amended);  <b>Mark Hook and Peter Vlahov</b> to be appointed as Authorised Officers to exercise powers pursuant to the following legislations;            Local Government Act 1995 (as amended)            Local Government Act (Miscellaneous Provisions Act 1960)            Bush Fires Act 1954 (as amended)            Dog Act 1976 (as amended)            Litter Act 1979 (as amended)            Cat Act 2011  <b>Guy Maley and Noel White</b> (Shire of Narrogin Ranger) to be appointed as Authorised Officers to exercise powers pursuant to the following legislations;            Bush Fires Act 1954 (as amended)            Dog Act 1976 (as amended)            Litter Act 1979 (as amended)            Cat Act 2011</p> <p>2. That all previous appointments be cancelled.</p>	✓	Letters to authorised officers sent 27/04/2017.
807-190417-10	Central Agcare Counselling – Budget Request	CEO	That Council includes an allocation of \$2,000 in its 2017/2018 budget estimates as a donation toward the Central Agcare Service.	✓	Letter sent 24/04/2017.
808-190417-11	Harrismith Community Centre – Harrismith Cemetery	CEO	<p>1. That Council accept the quote of \$4,235 GST inclusive from Grab Creative Co to undertake a Concept Development Plan for the Harrismith Cemetery including:</p> <ul style="list-style-type: none"> <li>• Preliminary Consultation</li> <li>• 2 Plan Reviews (Client Feedback)</li> <li>• Up to 3 follow up on site visits (Plan Development)</li> </ul>	✓	<p>Letter sent to Sue Astbury 24/04/2017.</p> <p>Email sent to Grab Creative 24/04/2017.</p>

Item	Subject/Action	Officer/ File	Progress	Status	Comment
			<ul style="list-style-type: none"> <li>• Product research and recommendations</li> <li>• Supply final concept plan (PDF format)</li> </ul> 2. That the Concept Development Plan for the Harrismith Cemetery be based on a project budget of up to \$20,000.		
809-190417-12	Lake Yealering Bowling Club – Pre-fabricated Ablution Block	CEO	1. That council give approval to the Lake Yealering Bowling Club to place a pre-fabricated ablutions block and septic system at the Lake Yealering Bowling Club on Vested Crown Reserve 9610 between the existing building and the machinery shed. 2. That the Approval be subject to all approvals being received from the WA Department of Health. 3. That the Lake Yealering Bowling Club be advised that the maintenance and cleaning of the pre-fabricated ablution block shall be at the expense of the Lake Yealering Bowling Club once it has been installed. 4. That council's approval is for the installation of a pre-fabricated ablutions block and septic system only as the funding for the installation will be considered separately.	✓	Email sent to Cr Fran Allan and Kevin Coxon 24/04/2017.  Letter sent to Lake Yealering Bowling Club 24/04/2017.
810-190417-13	Sale of Tincurrin Hall	CEO	That Council consult with the Tincurrin Community on any proposal to offer the Tincurrin Hall for demolition, sale, or removal from its current site.	✓	Email sent to David Hicks 24/04/2017.  Consultation to be carried out – refer to agenda.
811-190417-14	Coulston Group Sale – Wickepin Caravan Park	CEO	That Council advise the Coulston Group that it is willing to enter into discussions on the possible sale of the Wickepin Caravan Park.	✓	Letter sent 24/04/2017.
812-190417-15	Wickepin District Sports Club – Restructuring Sporting Facilities feasibility study	CEO	That the CEO place an advertisement in the West Australian requesting quotes for the provision of a full feasibility study (covering the next fifteen years) of all the sporting groups needs in relation to sporting facilities (including possible relocation of sporting facilities) within the Shire of Wickepin.	✓	Letter sent to Skye Moxham 24/04/2017.  Advert organised for West Australian.
813-190417-16	2017 WALGA AGM - Voting Delegates and Attendees Local Government Week	CEO	1. That Council Voting delegates to the Western Australian Local Government Association Annual General Meeting to be held at the Perth Convention Exhibition Centre commencing on 2 August 2017 be: <b>Name of Voting Delegates (2):</b> Cr Allan Lansdell Cr Grayden Lang <b>Name of Proxy Voting Delegates (2):</b> Cr Steve Martin Cr Wes Astbury 2. That the Chief Executive Officer register the	✓	Emailed form 24/04/2017.



Item	Subject/Action	Officer/ File	Progress	Status	Comment
			Chief Executive Officer and the following Councillors for the 2017 Local Government Week Convention being held at the Perth Convention Exhibition Centre commencing Wednesday 2 August 2017: <ul style="list-style-type: none"> <li>• Mr Mark J Hook</li> <li>• Cr Lansdell Delegate</li> <li>• Cr Lang Delegate</li> <li>• Cr Martin Observer</li> <li>• Cr Astbury Observer</li> <li>• Cr Hinkley Observer</li> </ul>		

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**

3.41pm – Cr Steve Martin departed the Chambers.

3.41pm – Cr Steve Martin entered the Chambers.

3.42pm – MWS Peter Vlahov entered the Chambers.

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Infrastructure and Engineering Services

### 10.1.01 – Manager Works and Services Report

<b>Submission To:</b>	Ordinary Council
<b>Location / Address:</b>	Whole Shire
<b>Name of Applicant:</b>	Peter Vlahov, Manager Works & Services
<b>File Reference:</b>	CM.REP.1
<b>Author:</b>	Peter Vlahov, Manager Works & Services
<b>Disclosure of any Interest:</b>	Nil
<b>Date of Report:</b>	10 May 2017

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**Enclosure / Attachment:** Nil

**Background:** Nil

**Comment:**

#### Programmed Construction Works

- Wickepin Corrigin Road reconstruction. This project has been completed – sealed 11/05/2017.
- Dorakin Road. Gravel sheeting has commenced on this project.
- Asphalt overlay work has been completed on Rose Street as per the current works program.
- Tender documents have been completed for the WANDRRA flood damage repairs.
- Tender documents have been completed for next financial year's asphalt, bitumen and gravel pushing and tip maintenance requirements.
- Work has commenced on formulating next financial years roadworks program (refer to forum session item).
- The planned footpath reconstruction for Wogolin Road at Dysons will be completed by reconstructing the damaged areas and not the entire length of path as proposed in the works program.

#### Plant Replacement

- The process for obtaining prices for the 2017/18 plant replacement has been commenced (refer to forum session item).
- Quotes have been received to replace the written off rubbish truck WK 2433.
- Komatsu Grader has had the turning circle re-shimmed.
- Low Loader requires ram hinges to be repaired or replaced.

## Maintenance Works

- Bitumen patching along the Wickepin Harrismith Road.
- Various street tree pruning.
- Recondition sand filters at the Wickepin swimming pool (CPRP Funding).
- Various repairs to buildings.
- Sewerage system maintenance.
- Transfer of rubbish from outer refuse sites to Wickepin.
- Refuse site maintenance.
- Signage repairs, replacement and installations.
- Maintenance grading.
- Traffic counter placement.
- Grave digging.
- Preparations for Anzac service.
- Preparations for Dryandra food and art trail.
- Footpath maintenance.
- Install RV sign Wickepin Main Street

## Occupational Health and Safety

- A Western Power awareness safety course has been attended by all outside staff.

## Workshop

- Mr Matt Pockran has been appointed as mechanic starting 22 May 2017
- General ongoing servicing and minor repairs.
- Assist with building maintenance and general maintenance issues.
- Addition to sign shed completed awaiting concrete floor.

## Parks and Gardens

- Large areas of spraying to control caltrop outbreaks.
- Fire break maintenance
- Weed control
- Oval maintenance.
- General mowing
- Reticulation repairs and maintenance
- Complete upgrade of Golden Memorial Park at Yealering.

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

**Policy Implications:** Not applicable.

**Financial Implications:** Not applicable.

**Strategic Implications:** Not applicable.

**Summary:** Not applicable.

**Recommendation:**

That council notes the report from the Manager of Works and Services dated 10 May 2017.

**Voting Requirements:**

Simple majority

**Resolution No 170517-03****Moved Cr Hinkley / Seconded Cr Astbury**

That council notes the report from the Manager of Works and Services dated 10 May 2017.

**Carried 7/0**

Infrastructure and Engineering Services

## 10.1.02 – Replacement of Holden Colorado 7, 0 WK

**Submission To:** Ordinary Council  
**Location / Address:** Whole Shire  
**Name of Applicant:** Mark J Hook, Chief Executive Officer  
**File Reference:** PS.TEN.2110  
**Author:** Mark J Hook, Chief Executive Officer  
**Disclosure of any Interest:** Nil  
**Date of Report:** 24 April 2017

**Enclosure / Attachment:** Nil

### Background:

In the 2016/2017 Budget Estimates, Council included within the ten year plant replacement program the replacement of the Chief Executive Officers Vehicle being a 2016 Holden Colorado 7 0 WK.

The current LTZ Holden Colorado 7 Registration, 0 WK as of the 24 April 2017 had done 13,540 kilometres.

### Comment:

This matter has been brought to Council for the changeover as the overall amount for two vehicles in the 2016/2017 financial year will be an over budget expenditure of \$997.70.

As per Councils purchasing policy 2.1.17 TENDERS OF BUDGETED ITEMS the Chief Executive Officer requested quotes from the following suppliers:

1. Ingreys Narrogin
2. Narrogin Toyota
3. Edwards Holden - Narrogin

The following email was sent to the above dealers on the 21 April 2017:

*Please provide a quote for the changeover off the current CEO Vehicle Colorado Trailblazer at 15,000 km's, Photos attached. Changeover Vehicle must be delivered and licensed prior to 30/06/2017*



Councils purchasing policy 2.1.17 TENDERS OF BUDGETED ITEMS states the following

Purchasing Thresholds (ex GST)	Purchasing Requirements
\$40,000 - \$99,999	Obtain at least 3 written quotations (e.g. email, fax or original copy) from suppliers containing price and specification of goods and services. The procurement decision is to be based on all value for money considerations in accordance with the definition stated within this Policy. OR: Obtain quotations directly from a pre-qualified panel of suppliers which include WALGA Preferred Supply Contracts. It is recommended that wherever possible, the Shire of Wickepin source multiple competitive quotations (at least three Preferred Suppliers) using a formal Request for Quotation process either through Equote's or directly in writing.

Council has received the following quotes as of the 21 April 2017.

	Edwards Holden	Ingrey Ford	Ingrey Ford	Ingrey Ford	Narrogin Toyota	Narrogin Toyota
	Holden LTZ Trailblazer 4X4 Auto	Mitsubishi 2017 NX Pajero GLS	Mitsubishi 2016 QE Pajero Sport	Ford 2017 Everest Trend AWD Wa	Fortuner 2.8i DSL 6AT GXL	Prado DSL WGN A/T GXL
Price inclusive of options	38,647.70	53,840.00	49,390.00	57,500.00	49,766.20	55,835.10
Prestige Paint	550.00	536.36	536.36	500.00	500.00	
Towing Package	1000.00	772.73	1,000	909.10		
Mats	200.00					
Tint	400.00					
Redarc Brake Kit	600.00	600.00	600.00	600.00		
Dealer Delivery	Nil	900.00	900.00	900.00	750.00	750.00
License	Shire Cost					
Satellite Navigation				545.45		
Less Trade 2016 Colorado 7	40,400.00	38,500.00	38,500.00	38,500.00	40,250.000	
<b>Change Over GST Inclusive</b>	<b>\$997.70</b>	<b>\$15,340.00</b>	<b>\$10,890.00</b>	<b>\$19,000.00</b>	<b>\$9,516.20</b>	<b>\$15,585.10</b>

The Chief Executive Officers preference is for the Holden LTZ Trailblazer 4X4 Auto.

Council's budget figure for the changeover of CEO vehicle which is currently a Holden Colorado 7, registration 0 WK is \$5,000 GST Exclusive. The Budget amount of \$5,000 is for the purchase of two vehicles in the 2016/2017 financial year.

The previous change over for the last Holden LTZ Colorado was \$5,000 GST Inclusive.

**Statutory Environment:**            *Local Government Act 1995*  
   *Local Government (Functions and General) Regulations 1996*

**Policy Implications:**

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### 3.1.7 PURCHASING

*OBJECTIVE: Provide compliance with the Local Government Act 1995 (WA) and the Local Government (Functions and General) Regulations 1996 (WA), deliver a best practice approach and procedures to internal purchasing for the Shire of Wickepin and ensure consistency for all purchasing activities within all Shire of Wickepin operational areas.*

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### 11.8.2. COUNCIL FLEET VEHICLE MANAGEMENT

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#### 11.8.2.1 CHIEF EXECUTIVE OFFICER'S VEHICLE

*Vehicle shall be of a standard in accordance with the Officer's employment contract with council. The changeover of the vehicle shall be managed by the CEO in accordance with the budget parameters set by council, providing autonomy to change the vehicle over at what is deemed to be the most cost effective manner in terms of the current vehicle market.*

**Financial Implications:**

Council has allowed a total of \$5,000 GST Exclusive in the 2016/2017 Adopted Budget for two vehicle change overs. With the changeover of the last one being \$5,000 the Adopted Budget will be \$997.70 over budget at 30<sup>th</sup> June 2017.

**Strategic Implications:**            Fits with in theme one of Councils strategic Community Plan.

### Theme 1 – To Develop and Maintain Quality Services and Infrastructure

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

Goal	Action	Measure
<b>1.1 Develop effective assets replacement and maintenance programs</b>	<ul style="list-style-type: none"> <li>Develop and fund a five year program for the provision of footpaths.</li> <li>Develop and fund a ten year plan that will ensure the timely maintenance of Council assets.</li> <li>Provide for the replacement of existing and provision for new community assets as the need arises.</li> </ul>	<ul style="list-style-type: none"> <li>Review, at least annually, the five-year road program for the district.</li> <li>Maintain and review annually an adequately funded reserve fund for the replacement of plant as necessary</li> </ul>
<b>1.2 Creation of new community assets</b>	<ul style="list-style-type: none"> <li>Progressively implement the Townscape plans.</li> <li>Provide strategically placed Public Conveniences.</li> <li>Provide housing for low-income earners, young singles and aged persons in conjunction with other authorities.</li> </ul>	<ul style="list-style-type: none"> <li>We have a clear, published townscape plan that addresses the community's needs.</li> </ul>
<b>1.3 Actively pursue funding from external Sources</b>	<ul style="list-style-type: none"> <li>Employment of grants officer responsible for securing funding for the community of Wickepin.</li> </ul>	<ul style="list-style-type: none"> <li>Grants Officer employed.</li> </ul>

#### Summary:

Council is being requested to accept the quote from Edwards Holden for a New MY2017 Holden LTZ Trailblazer with the following accessories at a changeover price of \$997.70 GST Inclusive.

- Prestige Paint
- Towing Package
- Tint
- Electric Brakes
- Holden Rubber Mats



**Recommendation:**

1. That the quotation for a New MY2017 Holden LTZ Trailblazer, for a change over price of \$997.70 GST Inclusive with the following accessories from Edwards Holden Narrogin be accepted.

- Tow Package
- Prestige Paint
- Tint
- Electric Brakes
- Holden Rubber Mats

**Voting Requirements:** Simple majority

**Resolution No 170517-04****Moved Cr Martin / Seconded Cr Hinkley**

1. That the quotation for a New MY2017 Holden LTZ Trailblazer, for a change over price of \$997.70 GST Inclusive with the following accessories from Edwards Holden Narrogin be accepted.

- Tow Package
- Prestige Paint
- Tint
- Electric Brakes
- Holden Rubber Mats

**Carried 7/0**

Infrastructure and Engineering Services

**10.1.03 – Replacement of 2008 Hino 816 Garbage Truck - WK 2433**

**Submission To:** Ordinary Council  
**Location / Address:** Whole Shire  
**Name of Applicant:** Peter Vlahov, Manager Works & Services  
**File Reference:** PS.TEN.2110  
**Author:** Peter Vlahov, Manager Works & Services  
**Disclosure of any Interest:** Nil  
**Date of Report:** 9 May 2017

**Enclosure / Attachment:** Nil

**Background:**

As advised by email on the 23/03/2017 the old rubbish truck WK2433 had been in an accident and was turned over onto its side on the 22/3/2017.

**Comment:**

LGIS have advised that the vehicle will be written off and they have received two tenders for the salvage. Council was requested to tender for the wreck. The CEO was advised that one of the tenders was for \$4,000 and the MWS believes it is not worthwhile tendering for the wreck at this price as all Council may require was the hydraulic rubbish bin lifting gear.

The CEO has signed the deed for the settlement of the claim based on the market value of \$42,249 less excess of \$300 giving a settlement total of \$41,949.

Council's insurance register had the following amounts. Council policy is market value and not an agreed value.

9	P2433	2008 Hino 816 Garbage Truck	N04CTV14328	WK2433	\$	65,000
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As requested by Zurich Australia the vehicle has already been delicensed and the plates returned to the Department of Transport.

Council needs to replace the 2008 Hino 816 Garbage Truck – WK2433, for the following reasons:

1. Truck has been extensively used for the last four years
2. Used for carting paper product and general cleaning materials for public toilets halls etc
3. Carting swept up materials from road sweeping (keeps dust down)
4. Carting pool chemical as all hazardous materials must be carted in an enclosed body
5. Transferring chairs etc from halls community centre
6. Carting freight as required
7. Towing bob cat (ute is too small)
8. Rubbish bin and general rubbish pick up as and when required
9. Transferring of refuse from transfer stations
10. Inspection of council tips and refuse stations
11. Used by Parks and Gardens for towing Torro mowers
12. Call outs for trees across roads
13. Sewerage Ponds and pipeline inspections
14. Playground inspections
15. Laying traffic Counters on a regular basis

The current staff member is using the mechanics vehicle and when the mechanic arrives, this vehicle will be required for the above duties.

The Manager of Works has requested quotes from the following companies for the replacement of 2008 Hino 816 Garbage Truck – WK2433.

1. A & D Engineering – Body Only
2. WA Hino
3. South West Isuzu

The following quotes have been received as of the 9 May 2017:

Company	Vehicle	Change Over GST Exempt	Accessories
Rolsteel Enterprises ( A & D Engineering)	Bolt on enclosed body with tow bar	\$11,150	Nil
WA Hino	300 series 716 medium Auto Tipper with Rolsteel bolt on body 2 way tail gate conversion tow bar 50mm ball	\$66,809.64	Nil
WA Hino	300 Series 917 medium dump	\$57,250.15	Nil
WA Hino	300 series 716 medium Auto Tipper body	\$55,659.64	Nil
Southwest Isuzu	2017 Isuzu NH NPR 65-190 Tipper body	\$47,500.00	Tow bar \$1,221 12v24v reducer \$286 Floor Mats \$99 Tinted Windows \$385 Canvas Seat Covers \$495 Dual Beacons on ski bar \$1,221 Licence Inspection \$275.00 Extended Warranty to five years \$2,450
Southwest Isuzu	2017 Isuzu NH FRR 75-190 Tipper body	\$50,500.00	As above
Southwest Isuzu	2017 Isuzu NH FRR 107-210 Tipper body	\$66,790.00	As above

This matter has been brought to Council for purchase as this vehicle will be an unbudgeted expenditure within the 2016/2017 Financial Year.

If Council replaces the written off truck all the above figures do not include additional stamp duty or licence fees if the chosen vehicle is unable to be delivered by the 30<sup>th</sup> June 2017.

WA Hino and Southwest Isuzu have advised that they can be delivered prior to the 30/06/2017 if ordered by end of May 2017.

It is the view of the Chief Executive Officer that Council would be able to find the difference between the insurance amount of \$41,949 and the Purchase price of the new truck with enclosed body of \$66,809.64 leaving a balance of \$24,860.64 from the expected budget surplus.

The Manager of works preference is the Hino 300 series 716 medium Auto Tipper with Rolsteel bolt on body 2 way tail gate conversion tow bar 50mm ball at a purchase price of \$66,809.64.

**Statutory Environment:**

*Local Government Act 1995*

**6.8 Expenditure from municipal fund not included in annual budget**

- (1) A local government is not to incur expenditure from its municipal fund for an additional purpose except where the expenditure —
- (a) is incurred in a financial year before the adoption of the annual budget by the local government; or
  - (b) is authorised in advance by resolution\*; or
  - (c) is authorised in advance by the mayor or president in an emergency.

\* Absolute majority required.

In subsection (1) —

**additional purpose** means a purpose for which no expenditure estimate is included in the local government's annual budget.

- (2) Where expenditure has been incurred by a local government —
- (a) pursuant to subsection (1)(a), it is to be included in the annual budget for that financial year; and
  - (b) pursuant to subsection (1)(c), it is to be reported to the next ordinary meeting of the council.

[Section 6.8 amended by No. 1 of 1998 s. 19.]

**Policy Implications:**

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**3.1.7 PURCHASING**

*OBJECTIVE: Provide compliance with the Local Government Act 1995 (WA) and the Local Government (Functions and General) Regulations 1996 (WA), deliver a best practice approach and procedures to internal purchasing for the Shire of Wickepin and ensure consistency for all purchasing activities within all Shire of Wickepin operational areas.*

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**11.8.2. COUNCIL FLEET VEHICLE MANAGEMENT**

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**11.8.2.1 CHIEF EXECUTIVE OFFICER'S VEHICLE**

*Vehicle shall be of a standard in accordance with the Officer's employment contract with council. The changeover of the vehicle shall be managed by the CEO in accordance with the budget parameters set by council, providing autonomy to change the vehicle over at what is deemed to be the most cost effective manner in terms of the current vehicle market.*

**Financial Implications:**

**Strategic Implications:**

Fits with in theme one of Councils Strategic Community Plan 2012 -2022:

**Theme 1 – To Develop and Maintain Quality Services and Infrastructure**

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

<b>Goal</b>	<b>Action</b>	<b>Measure</b>
<b>1.1 Develop effective assets replacement and maintenance programs</b>	<ul style="list-style-type: none"> <li>• Develop and fund a five year program for the provision of footpaths.</li> <li>• Develop and fund a ten year plan that will ensure the timely maintenance of Council assets.</li> <li>• Provide for the replacement of existing and provision for new community assets as the need arises.</li> </ul>	<ul style="list-style-type: none"> <li>• Review, at least annually, the five-year road program for the district.</li> <li>• Maintain and review annually an adequately funded reserve fund for the replacement of plant as necessary</li> </ul>
<b>1.2 Creation of new community assets</b>	<ul style="list-style-type: none"> <li>• Progressively implement the Townscape plans.</li> <li>• Provide strategically placed Public Conveniences.</li> <li>• Provide housing for low-income earners, young singles and aged persons in conjunction with other authorities.</li> </ul>	<ul style="list-style-type: none"> <li>• We have a clear, published townscape plan that addresses the community's needs.</li> </ul>
<b>1.3 Actively pursue funding from external Sources</b>	<ul style="list-style-type: none"> <li>• Employment of grants officer responsible for securing funding for the community of Wickepin.</li> </ul>	<ul style="list-style-type: none"> <li>• Grants Officer employed.</li> </ul>

Fits within theme 1 of Councils Corporate Business Plan 2015 - 2020:

## Theme 1 – To Develop and Maintain Quality Services and Infrastructure

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

Goal	Strategies	Action(s)	When	Implications for Informing strategies	Funding	Council Role
<b>Goal - 1 Develop effective assets replacement and maintenance programs</b>	<ul style="list-style-type: none"> <li>Develop and fund a five year program for the provision of footpaths.</li> <li>Develop and fund a ten year plan that will ensure the timely maintenance of Council assets.</li> <li>Provide for the replacement of existing and provision for new community assets as the need arises.</li> </ul>	<ul style="list-style-type: none"> <li>Continue to maintain Council assets at current service levels</li> <li>Establish and engage the community on an asset consolidation and replacement program</li> <li>Lake Yealering living lakes project               <ul style="list-style-type: none"> <li>Investigation into the replacement of Community Resource Centre</li> </ul> </li> </ul>	2015-2020	Nil	Existing	Provider
			2015-2020	Nil	Existing	Provider
			2015-2020	Nil	Existing	Partner
			2016-2018	Nil	Grants	Partner/ Provider
<b>Goal - 1.2 Creation of new community assets</b>	<ul style="list-style-type: none"> <li>Progressively implement the Townscape plans.</li> <li>Provide strategically placed Public Conveniences.</li> <li>Provide housing for low-income earners, young singles and aged persons in conjunction with other authorities.</li> </ul>	<ul style="list-style-type: none"> <li>Continue to implement Townscape plans and maintain Public Conveniences</li> <li>Seek funding for construction of Independent Living Units</li> <li>Construction of Independent Living Units</li> </ul>	2015-2020	Nil	Existing	Provider
			2015-2016	Nil	Grants	Partner/ Provider
			2016-2018	\$	Grants	Provider
<b>Goal - 1.3 Actively pursue funding from external Sources</b>	<ul style="list-style-type: none"> <li>Employment of grants officer responsible for securing funding for the community of Wickepin.</li> </ul>	<ul style="list-style-type: none"> <li>The Shire has employed a Grants Officer and will continue to actively pursue all grant funding opportunities.</li> </ul>	2015-2020	Nil	Existing	Provider

### Service Levels

### Success Measures

<b>The transport network is well maintained</b>	Percentage of maintenance activities completed annually Number of road accidents Community satisfaction with roads and footpaths
<b>Assets are renewed as planned</b>	Percentage of Capital Works Program completed annually Townscape plans are implemented Asset sustainability ratio Asset renewal funding ratio
<b>Grant funding levels are maintained or improved</b>	Amount of grant funding received

**Summary:**

Council is being requested to replace the written off 2008 Hino 816 Garbage Truck – WK2433 with the vehicle from WA Hino for a 300 series 716 medium Auto Tipper with Rolsteel bolt on body 2 way tail gate conversion tow bar 50mm ball at an outright purchase price of \$66,809.64.

**Recommendation:**

1. That Council replaces the written off 2008 Hino 816 Garbage Truck – WK2433
2. That Council accepts the quote from WA Hino for a 300 series 716 medium Auto Tipper with Rolsteel bolt on body 2 way tail gate conversion tow bar 50mm ball at an outright purchase price of \$66,809.64.

**Voting Requirements:** Absolute majority

4.05pm – DCEO Natalie Manton departed the Chambers.

4.08pm – DCEO Natalie Manton returned to the Chambers.

**Resolution No 170517-05****Moved Cr Lang / Seconded Cr Martin**

1. That Council replaces the written off 2008 Hino 816 Garbage Truck – WK2433
2. That Council accepts the quote from Southwest Isuzu for a 2017 Isuzu NH NPR 65-190 Tipper body for \$47,500.00.
3. That Council accepts the quote from Rolsteel Enterprises (A & D Engineering) for a Bolt on enclosed body with tow bar for \$11,150.

**Carried 7/0**

*The resolution differed from the officer's recommendation as Council felt that the Isuzu was better value for money.*

4.20pm – MWS Peter Vlahov departed the Chambers.



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Governance, Audit and Community Services

## 10.2.01 – Financial Report

<b>Submission To:</b>	Ordinary Council
<b>Location / Address:</b>	Whole Shire
<b>Name of Applicant:</b>	Natalie Manton - Deputy Chief Executive Officer
<b>File Reference:</b>	FM.FR.1212
<b>Author:</b>	Natalie Manton - Deputy Chief Executive Officer
<b>Disclosure of any Interest:</b>	Nil
<b>Date of Report:</b>	5 May 2017

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

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

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

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

**Statutory Environment:** Section 6.4(2) of the Local Government Act 1995

Local Government (Financial Management) Regulations 1996

34. Financial reports to be prepared s. 6.4

- (1) A local government is to prepare each month a statement of financial activity reporting on the sources and applications of funds, as set out in the annual budget under regulation 22(1)(d), for that month in the following detail -
- (a) Annual budget estimates, taking into account any expenditure incurred for an additional purpose under section 6.8(1) (b) or (c);
  - (b) Budget estimates to the end of the month to which the statement relates;
  - (c) Actual amounts of expenditure, revenue and income to the end of the month to which the statement relates;
  - (d) Material variances between the comparable amounts referred to in paragraphs (b) and (c); and
  - (e) The net current assets at the end of the month to which the statement relates.
- (2) Each statement of financial activity is to be accompanied by documents containing -
- (a) An explanation of the composition of the net current assets of the month to which the statement relates, less committed assets and restricted assets;
  - (b) An explanation of each of the material variances referred to in sub regulation (1) (d); and
  - (c) Such other supporting information as is considered relevant by the local government.
- (3) The information in a statement of financial activity may be shown -

- (a) According to nature and type classification;
  - (b) By program; or
  - (c) By business unit.
- (4) A statement of financial activity, and the accompanying documents referred to in sub regulation (2), is to be -
- (a) Presented to the council -
    - (i) At the next ordinary meeting of the council following the end of the month to which the statement relates; or
    - (ii) if the statement is not prepared in time to present it to the meeting referred to in subparagraph (i), to the next ordinary meeting of the council after that meeting; and
  - (b) Recorded in the minutes of the meeting at which it is presented.
- (5) Each financial year, a local government is to adopt a percentage or value, calculated in accordance with AAS 5, to be used in statements of financial activity for reporting material variances.

**Policy Implications:** Not applicable

**Financial Implications:** Not applicable

**Strategic Implications:** Not applicable

**Recommendation:** That the financial statements tabled for the periods ending 30 April 2017 as presented be received.

**Voting Requirements:** Simple majority

### **Resolution No 170517-06**

#### **Moved Cr Martin / Seconded Cr Allan**

That the financial statements tabled for the periods ending 30 April 2017 as presented be received.

**Carried 7/0**

# SHIRE OF WICKEPIN

## MONTHLY FINANCIAL REPORT

For the Period Ended 30 April 2017

LOCAL GOVERNMENT ACT 1995

LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996

### TABLE OF CONTENTS

Compilation Report	28
Monthly Summary Information	29
Statement of Financial Activity by Program	32
Statement of Financial Activity By Nature or Type	33
Statement of Capital Acquisitions and Capital Funding	34
Statement of Budget Amendments	35
Note 1 Significant Accounting Policies	36
Note 2 Explanation of Material Variances	43
Note 3 Net Current Funding Position	44
Note 4 Cash and Investments	45
Note 5 Budget Amendments	46
Note 6 Receivables	47
Note 7 Cash Backed Reserves	48
Note 8 Capital Disposals	49
Note 9 Rating Information	50
Note 10 Information on Borrowings	51
Note 11 Grants and Contributions	52
Note 12 Trust	53
Appendix A Details of Capital Acquisitions	54

# Shire of Wickepin

## Compilation Report

For the Period Ended 30 April 2017

### Report Purpose

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

### Overview

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

### Statement of Financial Activity by reporting program

Is presented on page 6 and shows a surplus as at 30 April 2017 of \$1,026,248.

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

### Preparation

Prepared by: Natalie Manton Deputy CEO

Reviewed by: Mark Hook CEO

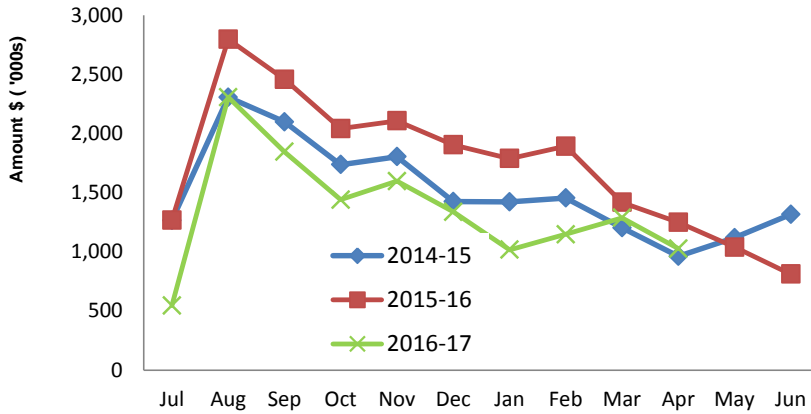
Date prepared: 2-May-17

# Shire of Wickepin

## Monthly Summary Information

For the Period Ended 30 April 2017

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



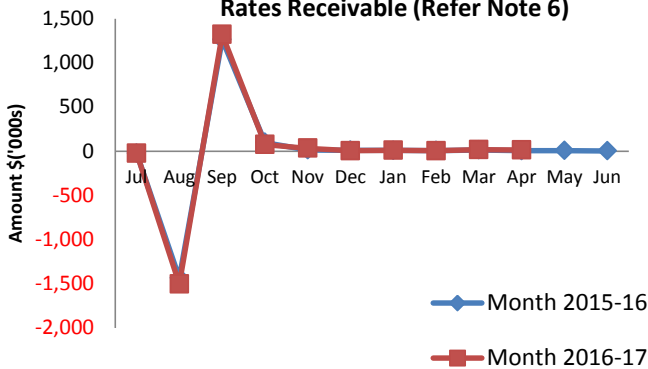
**Cash and Cash Equivalents as at period end**

Unrestricted	\$ 1,141,183
Restricted	\$ 1,292,381
	\$ 2,433,564

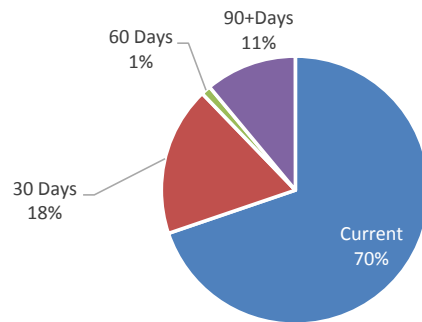
**Receivables**

Rates	\$ 31,706
Other	\$ 4,010
	\$ 35,716

**Rates Receivable (Refer Note 6)**



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



**Comments**

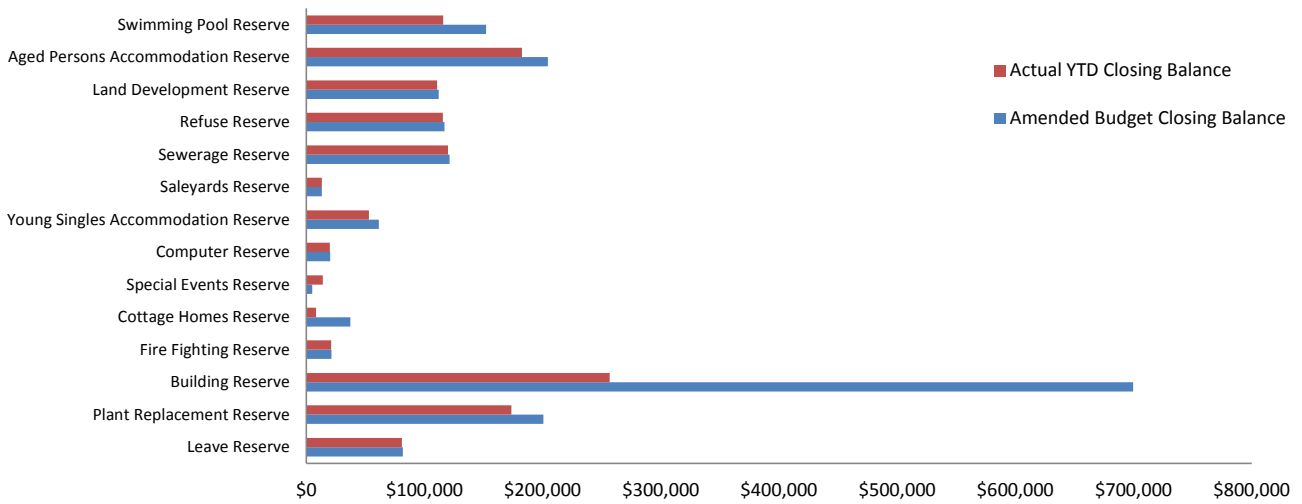
This information is to be read in conjunction with the accompanying Financial Statements and notes.

**Shire of Wickepin**  
**Monthly Summary Information**  
 For the Period Ended 30 April 2017

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



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



**Comments**

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

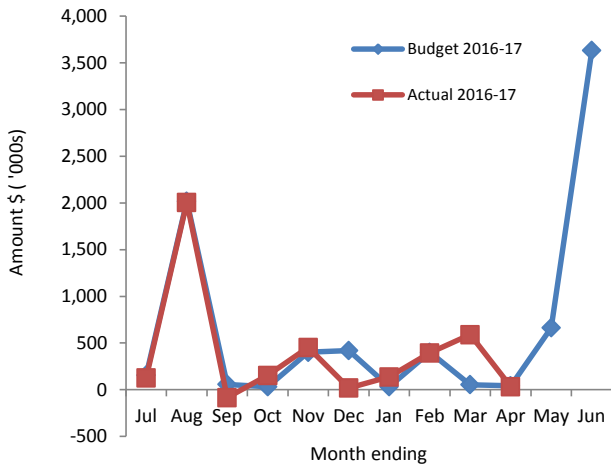
# Shire of Wickepin

## Monthly Summary Information

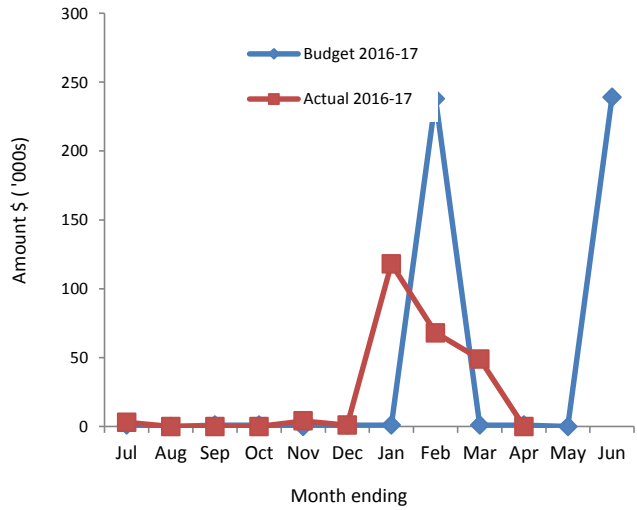
For the Period Ended 30 April 2017

### Revenues

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

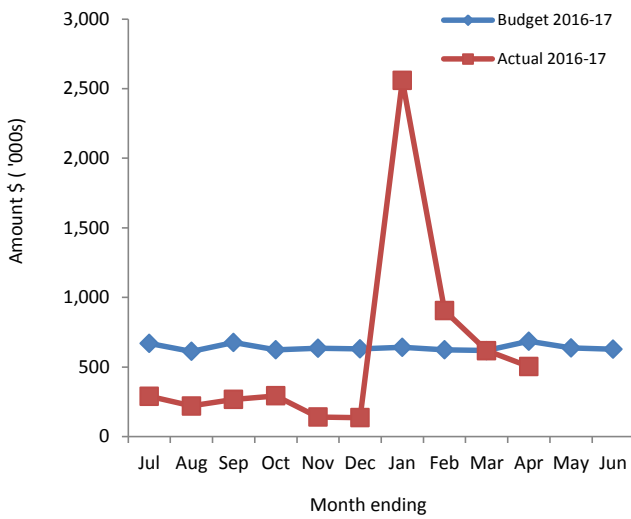


**Budget Capital Revenue -v- Actual (Refer Note 2)**

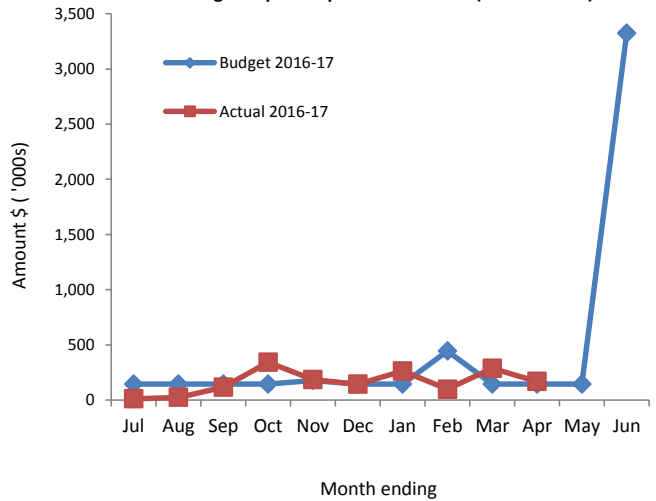


### Expenditure

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



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



### Comments

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

**SHIRE OF WICKEPIN**  
**STATEMENT OF FINANCIAL ACTIVITY**  
**(Statutory Reporting Program)**  
**For the Period Ended 30 April 2017**

	Note	Amended Annual Budget	Amended YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
<b>Operating Revenues</b>		\$	\$	\$	\$	%	
Governance		26,296	20,970	25,303	4,333	20.66%	
General Purpose Funding - Rates	9	1,326,356	1,326,226	1,328,358	2,132	0.16%	
General Purpose Funding - Other		1,530,046	1,152,677	1,136,358	(16,319)	(1.42%)	
Law, Order and Public Safety		436,835	61,003	64,191	3,188	5.23%	
Health		400	330	236	(94)	(28.48%)	
Education and Welfare		250	200	232	32	16.14%	
Housing		3,289,300	53,130	56,080	2,950	5.55%	
Community Amenities		168,058	161,580	161,905	325	0.20%	
Recreation and Culture		86,782	77,072	86,574	9,502	12.33%	▲
Transport		970,800	698,189	877,840	179,651	25.73%	▲
Economic Services		43,095	35,870	54,592	18,722	52.19%	▲
Other Property and Services		35,800	29,820	33,739	3,919	13.14%	
<b>Total Operating Revenue</b>		<b>7,914,018</b>	<b>3,617,067</b>	<b>3,825,409</b>	<b>208,342</b>		
<b>Operating Expense</b>							
Governance		(468,496)	(392,287)	(352,792)	39,495	10.07%	▲
General Purpose Funding		(74,606)	(57,130)	(60,381)	(3,251)	(5.69%)	
Law, Order and Public Safety		(207,136)	(177,304)	(144,271)	33,033	18.63%	▲
Health		(32,911)	(27,380)	(23,729)	3,651	13.33%	▲
Education and Welfare		(10,956)	(9,070)	(3,897)	5,173	57.04%	▲
Housing		(248,092)	(206,460)	(160,137)	46,323	22.44%	▲
Community Amenities		(432,857)	(360,160)	(317,685)	42,475	11.79%	▲
Recreation and Culture		(1,229,361)	(1,023,022)	(1,017,262)	5,760	0.56%	
Transport		(4,685,836)	(3,916,920)	(3,622,279)	294,641	7.52%	▲
Economic Services		(269,249)	(224,120)	(205,285)	18,835	8.40%	▲
Other Property and Services		(22,085)	(21,660)	(24,242)	(2,582)	(11.92%)	
<b>Total Operating Expenditure</b>		<b>(7,681,586)</b>	<b>(6,415,513)</b>	<b>(5,931,959)</b>	<b>483,554</b>		
<b>Funding Balance Adjustments</b>							
Add back Depreciation		4,653,900	3,878,170	3,852,486	(25,684)	(0.66%)	
Adjust (Profit)/Loss on Asset Disposal	8	(100,600)	65,500	28,458	(37,042)	(56.55%)	▼
Adjust Provisions and Accruals		0	0	0	0		
<b>Net Cash from Operations</b>		<b>4,785,732</b>	<b>1,145,224</b>	<b>1,774,394</b>	<b>629,170</b>		
<b>Capital Revenues</b>							
Proceeds from Disposal of Assets	8	476,000	396,667	243,407	(153,260)	(38.64%)	▼
<b>Total Capital Revenues</b>		<b>476,000</b>	<b>396,667</b>	<b>243,407</b>	<b>(153,260)</b>		
<b>Capital Expenses</b>							
Land Held for Resale		0	0	0	0		
Land and Buildings	13	(3,216,000)	(24,990)	(11,502)	13,488	53.97%	▲
Infrastructure - Roads	13	(1,021,259)	(850,970)	(944,143)	(93,173)	(10.95%)	▼
Infrastructure - Public Facilities	13	0	0	0	0		
Infrastructure - Footpaths	13	(37,000)	(30,820)	(18,603)	12,217	39.64%	▲
Infrastructure - Drainage	13	0	0	0	0		
Heritage Assets	13	0	0	0	0		
Plant and Equipment	13	(1,033,050)	(336,250)	(638,418)	(302,168)	(89.86%)	▼
Furniture and Equipment	13	(48,500)	(46,750)	(28,393)	18,357	39.27%	▲
<b>Total Capital Expenditure</b>		<b>(5,355,809)</b>	<b>(1,289,780)</b>	<b>(1,641,059)</b>	<b>(351,279)</b>		
<b>Net Cash from Capital Activities</b>		<b>(4,879,809)</b>	<b>(893,113)</b>	<b>(1,397,652)</b>	<b>(504,539)</b>		
<b>Financing</b>							
Proceeds from New Debentures	10	0	0	0	0		
Proceeds from Advances		0	0	0	0		
Self-Supporting Loan Principal		7,769	6,474	5,618	(857)	(13.23%)	
Transfer from Reserves	7	0	0	0	0		
Advances to Community Groups		0	0	0	0		
Repayment of Debentures	10	(28,481)	(23,734)	(22,792)	942	3.97%	
Transfer to Reserves	7	(602,215)	(501,846)	(49,113)	452,733	90.21%	▲
<b>Net Cash from Financing Activities</b>		<b>(622,927)</b>	<b>(519,106)</b>	<b>(66,288)</b>	<b>452,818</b>		
<b>Net Operations, Capital and Financing</b>		<b>(717,003)</b>	<b>(266,995)</b>	<b>310,454</b>	<b>540,407</b>		
<b>Opening Funding Surplus(Deficit)</b>	3	<b>717,315</b>	<b>715,793</b>	<b>715,793</b>	<b>0</b>	<b>0.00%</b>	
<b>Closing Funding Surplus(Deficit)</b>	3	<b>312</b>	<b>448,798</b>	<b>1,026,248</b>	<b>540,407</b>		

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

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



**SHIRE OF WICKEPIN**  
**STATEMENT OF FINANCIAL ACTIVITY**  
**(By Nature or Type)**  
**For the Period Ended 30 April 2017**

	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	\$ 1,383,226	\$ 1,383,066	\$ 1,385,229	\$ 2,163	0.16%	
Operating Grants, Subsidies and Contributions	11	1,684,723	1,300,688	1,315,516	14,828	1.14%	
Fees and Charges		418,377	350,084	380,630	30,546	8.73%	▲
Service Charges		0	0	0	0		
Interest Earnings		57,600	48,000	31,908	(16,092)	(33.53%)	▼
Other Revenue		0	0	0	0		
Profit on Disposal of Assets	8	174,600	8,500	13,308			
<b>Total Operating Revenue</b>		<b>3,718,526</b>	<b>3,090,338</b>	<b>3,126,591</b>	<b>31,445</b>		
<b>Operating Expense</b>							
Employee Costs		(1,127,120)	(936,840)	(827,503)	109,337	11.67%	▲
Materials and Contracts		(1,463,420)	(1,204,852)	(912,171)	292,681	24.29%	▲
Utility Charges		(171,585)	(142,820)	(124,599)	18,221	12.76%	▲
Depreciation on Non-Current Assets		(4,653,900)	(3,878,170)	(3,852,486)	25,684	0.66%	
Interest Expenses		(6,572)	(5,460)	(6,248)	(788)	(14.43%)	
Insurance Expenses		(184,989)	(173,371)	(167,187)	6,184	3.57%	
Other Expenditure		0	0	0	0		
Loss on Disposal of Assets	8	(74,000)	(74,000)	(41,767)			
<b>Total Operating Expenditure</b>		<b>(7,681,586)</b>	<b>(6,415,513)</b>	<b>(5,931,959)</b>	<b>451,321</b>		
<b>Funding Balance Adjustments</b>							
Add back Depreciation		4,653,900	3,878,170	3,852,486	(25,684)	(0.66%)	
Adjust (Profit)/Loss on Asset Disposal	8	(100,600)	65,500	28,458	(37,042)	(56.55%)	▼
Adjust Provisions and Accruals		0	0	0	0		
<b>Net Cash from Operations</b>		<b>590,240</b>	<b>618,495</b>	<b>1,075,576</b>	<b>420,040</b>		
<b>Capital Revenues</b>							
Grants, Subsidies and Contributions	11	4,195,492	526,729	698,818	172,089	32.67%	▲
Proceeds from Disposal of Assets	8	476,000	396,667	243,407	(153,260)	(38.64%)	▼
<b>Total Capital Revenues</b>		<b>4,671,492</b>	<b>923,396</b>	<b>942,225</b>	<b>18,829</b>		
<b>Capital Expenses</b>							
Land Held for Resale		0	0	0	0		
Land and Buildings	13	(3,216,000)	(24,990)	(11,502)	13,488	53.97%	▲
Infrastructure - Roads	13	(1,021,259)	(850,970)	(944,143)	(93,173)	(10.95%)	▼
Infrastructure - Public Facilities	13	0	0	0	0		
Infrastructure - Footpaths	13	(37,000)	(30,820)	(18,603)	12,217	39.64%	▲
Infrastructure - Drainage	13	0	0	0	0		
Heritage Assets	13	0	0	0	0		
Plant and Equipment	13	(1,033,050)	(336,250)	(638,418)	(302,168)	(89.86%)	▼
Furniture and Equipment	13	(48,500)	(46,750)	(28,393)	18,357	39.27%	▲
<b>Total Capital Expenditure</b>		<b>(5,355,809)</b>	<b>(1,289,780)</b>	<b>(1,641,059)</b>	<b>(351,279)</b>		
<b>Net Cash from Capital Activities</b>		<b>(684,317)</b>	<b>(366,384)</b>	<b>(698,834)</b>	<b>(332,450)</b>		
<b>Financing</b>							
Proceeds from New Debentures		0	0	0	0		
Proceeds from Advances		0	0	0	0		
Self-Supporting Loan Principal		7,769	6,474	5,618	(857)	(13.23%)	
Transfer from Reserves	7	0	0	0	0		
Advances to Community Groups		0	0	0	0		
Repayment of Debentures	10	(28,481)	(23,734)	(22,792)	942	3.97%	
Transfer to Reserves	7	(602,215)	(501,846)	(49,113)	452,733	90.21%	▲
<b>Net Cash from Financing Activities</b>		<b>(622,927)</b>	<b>(519,106)</b>	<b>(66,288)</b>	<b>452,818</b>		
<b>Net Operations, Capital and Financing</b>		<b>(717,004)</b>	<b>(266,995)</b>	<b>310,455</b>	<b>540,408</b>		
<b>Opening Funding Surplus(Deficit)</b>	3	<b>717,315</b>	<b>715,793</b>	<b>715,793</b>	<b>0</b>	<b>0.00%</b>	
<b>Closing Funding Surplus(Deficit)</b>	3	<b>311</b>	<b>448,798</b>	<b>1,026,248</b>	<b>540,408</b>		

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

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

**SHIRE OF WICKEPIN**  
**STATEMENT OF CAPITAL ACQUISITIONS AND CAPITAL FUNDING**  
**For the Period Ended 30 April 2017**

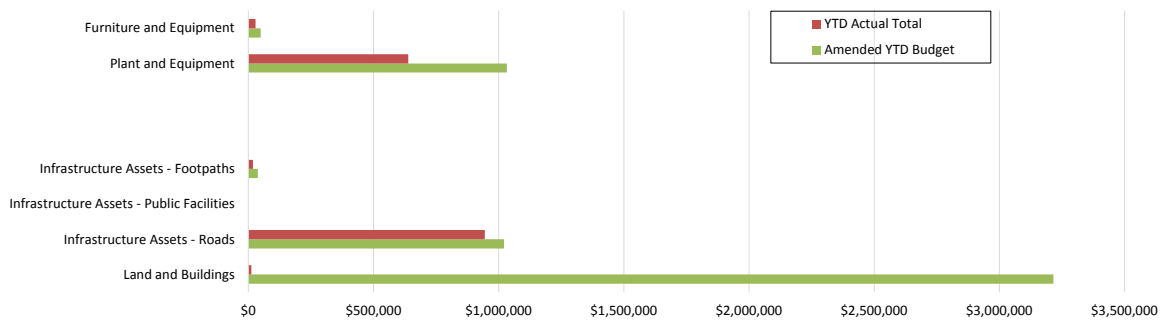
Capital Acquisitions	Note	YTD 30 04 2017					Variance (d) - (c)
		YTD Actual New /Upgrade (a)	YTD Actual (Renewal Expenditure) (b)	YTD Actual Total (c) = (a)+(b)	Amended YTD Budget (d)	Amended Annual Budget	
		\$	\$	\$	\$	\$	\$
Land and Buildings	13	11,502	0	11,502	3,216,000	3,216,000	(3,204,498)
Infrastructure Assets - Roads	13	0	944,143	944,143	1,021,259	1,021,259	(77,116)
Infrastructure Assets - Public Facilities	13	0	0	0	0	0	0
Infrastructure Assets - Footpaths	13	18,603	0	18,603	37,000	37,000	(18,397)
Plant and Equipment	13	21,268	617,150	638,418	1,033,050	1,033,050	(394,632)
Furniture and Equipment	13	7,125	21,268	28,393	48,500	48,500	(20,107)
<b>Capital Expenditure Totals</b>		<b>58,498</b>	<b>1,582,561</b>	<b>1,641,059</b>	<b>5,355,809</b>	<b>5,355,809</b>	<b>(3,714,750)</b>

**Funded By:**

Capital Grants and Contributions	698,818	4,195,492	4,195,492	3,496,674
Borrowings	0	0	0	0
Other (Disposals & C/Fwd)	243,407	396,667	476,000	(153,260)
Own Source Funding - Cash Backed Reserves				
Computer Reserve			0	
Saleyard Reserve			0	
Refuse Reserve			0	
Land Development Reserve			0	
Staff Housing Reserve	0			
Building Reserve	0			
<b>Total Own Source Funding - Cash Backed Reserves</b>	<b>33,486</b>	<b>0</b>	<b>0</b>	<b>33,486</b>
Own Source Funding - Operations	665,348	763,650	684,317	(98,303)
<b>Capital Funding Total</b>	<b>1,641,059</b>	<b>5,355,809</b>	<b>5,355,809</b>	<b>(3,714,750)</b>

Comments and graphs

Capital Expenditure Program YTD



**SHIRE OF WICKEPIN**  
**STATEMENT OF BUDGET AMENDMENTS**  
**(Statutory Reporting Program)**  
**For the Period Ended 30 April 2017**

	Adopted Budget	Adopted Budget Amendments (Note 5)	Amended Annual Budget	Amended YTD Budget (a)
	\$	\$	\$	\$
<b>Operating Revenues</b>				
Governance	26,296		26,296	20,970
General Purpose Funding - Rates	1,326,356		1,326,356	1,326,226
General Purpose Funding - Other	1,530,046		1,530,046	1,152,677
Law, Order and Public Safety	436,835		436,835	61,003
Health	400		400	330
Education and Welfare	250		250	200
Housing	3,289,300		3,289,300	53,130
Community Amenities	168,058		168,058	161,580
Recreation and Culture	86,782		86,782	77,072
Transport	970,800		970,800	698,189
Economic Services	43,095		43,095	35,870
Other Property and Services	35,800		35,800	29,820
<b>Total Operating Revenue</b>	<b>7,914,018</b>	<b>0</b>	<b>7,914,018</b>	<b>3,617,067</b>
<b>Operating Expense</b>				
Governance	(468,496)		(468,496)	(392,287)
General Purpose Funding	(74,606)		(74,606)	(57,130)
Law, Order and Public Safety	(207,136)		(207,136)	(177,304)
Health	(32,911)		(32,911)	(27,380)
Education and Welfare	(10,956)		(10,956)	(9,070)
Housing	(248,092)		(248,092)	(206,460)
Community Amenities	(432,857)		(432,857)	(360,160)
Recreation and Culture	(1,229,362)		(1,229,362)	(1,023,022)
Transport	(4,685,836)		(4,685,836)	(3,916,920)
Economic Services	(269,249)		(269,249)	(224,120)
Other Property and Services	(22,085)		(22,085)	(21,660)
<b>Total Operating Expenditure</b>	<b>(7,681,586)</b>	<b>0</b>	<b>(7,681,586)</b>	<b>(6,415,513)</b>
<b>Funding Balance Adjustments</b>				
Add back Depreciation	4,653,900		4,653,900	3,878,170
Adjust (Profit)/Loss on Asset Disposal	(100,600)		(100,600)	65,500
Adjust Provisions and Accruals	0		0	0
<b>Net Cash from Operations</b>	<b>4,785,732</b>	<b>0</b>	<b>4,785,732</b>	<b>1,145,224</b>
<b>Capital Revenues</b>				
Proceeds from Disposal of Assets	476,000		476,000	396,667
Proceeds from Sale of Investments	0		0	0
<b>Total Capital Revenues</b>	<b>476,000</b>	<b>0</b>	<b>476,000</b>	<b>396,667</b>
<b>Capital Expenses</b>				
Land Held for Resale	0		0	0
Land and Buildings	(3,216,000)	0	(3,216,000)	(24,990)
Infrastructure - Roads	(1,021,259)		(1,021,259)	(850,970)
Infrastructure - Public Facilities	0		0	0
Infrastructure - Footpaths	(37,000)		(37,000)	(30,820)
Infrastructure - Drainage	0		0	0
Heritage Assets	0		0	0
Plant and Equipment	(1,033,050)		(1,033,050)	(336,250)
Furniture and Equipment	(48,500)		(48,500)	(46,750)
<b>Total Capital Expenditure</b>	<b>(5,355,809)</b>	<b>0</b>	<b>(5,355,809)</b>	<b>(1,289,780)</b>
<b>Net Cash from Capital Activities</b>	<b>(4,879,809)</b>	<b>0</b>	<b>(4,879,809)</b>	<b>(893,113)</b>
<b>Financing</b>				
Proceeds from New Debentures	0		0	0
Proceeds from Advances	0		0	0
Self-Supporting Loan Principal	7,769		7,769	6,474
Transfer from Reserves	0	0	0	0
Advances to Community Groups	0		0	0
Repayment of Debentures	(28,481)		(28,481)	(23,734)
Transfer to Reserves	(602,215)		(602,215)	(501,846)
<b>Net Cash from Financing Activities</b>	<b>(622,927)</b>	<b>0</b>	<b>(622,927)</b>	<b>(519,106)</b>
<b>Net Operations, Capital and Financing</b>	<b>(717,004)</b>	<b>0</b>	<b>(717,004)</b>	<b>(266,995)</b>
<b>Opening Funding Surplus(Deficit)</b>	<b>717,315</b>	<b>0</b>	<b>717,315</b>	<b>717,315</b>
<b>Closing Funding Surplus(Deficit)</b>	<b>311</b>	<b>0</b>	<b>311</b>	<b>450,320</b>

Indicates a variance between Year to Date (YTD) Budget and YTD Actual data as per the adopted materiality threshold.

**SHIRE OF WICKEPIN**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 30 April 2017**

**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.

The estimates and associated assumptions are based on historical experience and various other factors that are believed to be reasonable under the circumstances; the results of which form the basis of making the judgements about carrying values of assets and liabilities that are not readily apparent from other sources. Actual results may differ from these estimates.

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

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

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

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

**(c) Rounding Off Figures**

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

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

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

**(e) Goods and Services Tax**

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

Receivables and payables are stated inclusive of GST receivable or payable. The net amount of GST recoverable from, or payable to, the ATO is included with receivables or payables in the statement of financial position.

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

**SHIRE OF WICKEPIN**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 30 April 2017**

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

**(f) Cash and Cash Equivalents**

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

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

**(g) Trade and Other Receivables**

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

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

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

**(h) Inventories**

***General***

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

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

***Land Held for Resale***

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

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

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

**(i) Fixed Assets**

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

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

**SHIRE OF WICKEPIN**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 30 April 2017**

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

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

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

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

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

**(k) Trade and Other Payables**

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

**(l) Employee Benefits**

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

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

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

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

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

**SHIRE OF WICKEPIN**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 30 April 2017**

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

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

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

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

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

***Borrowing Costs***

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

**(n) Provisions**

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

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

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

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

**SHIRE OF WICKEPIN**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 30 April 2017**

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

**(p) Nature or Type Classifications**

**Rates**

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

**Operating Grants, Subsidies and Contributions**

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

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

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

**Profit on Asset Disposal**

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

**Fees and Charges**

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

**Service Charges**

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

**Interest Earnings**

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

**Other Revenue / Income**

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

**Employee Costs**

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

**Materials and Contracts**

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

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

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



**SHIRE OF WICKEPIN**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 30 April 2017**

**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 Fortunate Place.*

*"Wickepin offers a safe, pleasant healthy lifestyle, with a community that has strong sporting and social*

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

*(1) Social – This theme describes the social aspects of life in the Shire incorporating community safety, recreation and leisure, as well as arts, culture and heritage.*

*(2) Environmental – This theme relates to valuing the environment, including natural resource management; sustainable land use, waste management, and recycling.*

*(3) Economic – This theme describes infrastructure planning, transport infrastructure, facilities and services and asset management and inclusive community engagement*

*(4) Civic leadership – This theme describes how the Shire embraces a culture of leadership, customer service .*

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

**(s) GOVERNANCE**

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

**GENERAL PURPOSE FUNDING**

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

**LAW, ORDER, PUBLIC SAFETY**

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

**HEALTH**

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

**SHIRE OF WICKEPIN**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 30 April 2017**

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

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

**HOUSING**

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

**COMMUNITY AMENITIES**

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

**RECREATION AND CULTURE**

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

**TRANSPORT**

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

**ECONOMIC SERVICES**

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

**OTHER PROPERTY & SERVICES**

Plant works, plant overheads and stock of materials.

**SHIRE OF WICKEPIN**  
**NOTES TO FINANCIAL ACTIVITY STATEMENT**  
For the Period Ended 30 April 2017

**Note 2: EXPLANATION OF MATERIAL VARIANCES**

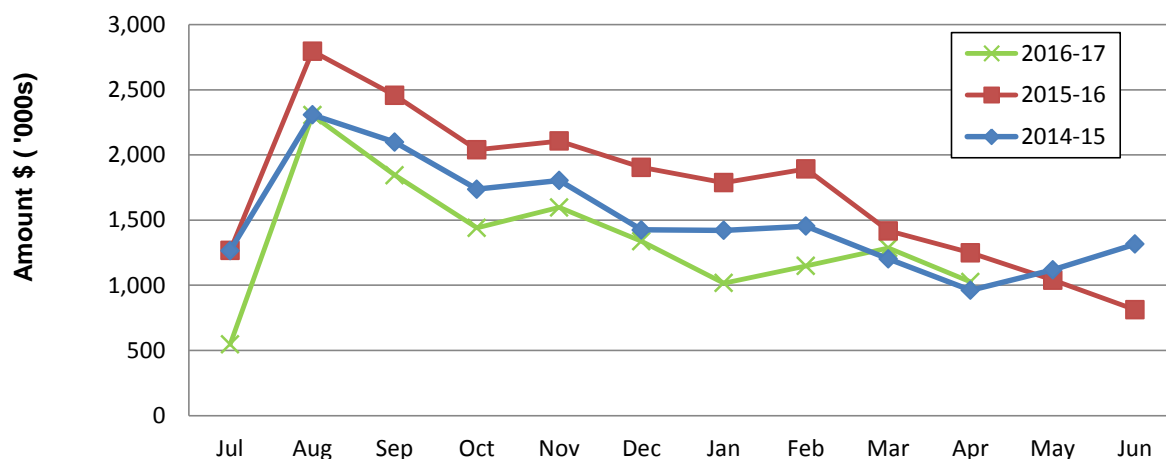
Reporting Program	Var. \$	Var. %	Var.	Timing/ Permanent	Explanation of Variance
<b>Operating Revenues</b>	\$	%			
Governance	4,333	20.66%			
Housing	2,950	5.55%			
Community Amenities	325	0.20%			
Recreation and Culture	9,502	12.33%	▲	Timing	Art entries and sales received. Pool grant received.
Transport	179,651	25.73%	▲	Timing	Road grants received
Economic Services	18,722	52.19%	▲	Permanent	Income from Albert Facey Homestead Committee
Other Property and Services	3,919	13.14%			
<b>Operating Expense</b>					
General Purpose Funding	(3,251)	(5.69%)			
Law, Order and Public Safety	33,033	18.63%	▲	Timing	Depreciation less than budget. Dog control less than budget.
Health	3,651	13.33%	▲	Timing	reduced EHO wages. Mosquito control reduced expense
Housing	46,323	22.44%	▲	Timing	WSAHA funds not spent. Reduced expenditure Cottage homes.
Community Amenities	42,475	11.79%	▲	Timing	Living lakes concept plan not completed
Recreation and Culture	5,760	0.56%			
Transport	294,641	7.52%	▲	Timing	Depreciation less than budget. Reduced loss on plant sale.
Economic Services	18,835	8.40%	▲	Timing	Reduced caravan park and area promotion expenditure.
Other Property and Services	(2,582)	(11.92%)			
<b>Capital Revenues</b>					
Grants, Subsidies and Contributions	172,089	32.67%	▲	Timing	Claims Roads to Recovery and MRWA in advance.
Proceeds from Disposal of Assets	(153,260)	(38.64%)	▼	Timing	reduced proceeds from sale of plant and vehicles Mulit tyre roller.
<b>Capital Expenses</b>					
Land and Buildings	13,488	53.97%	▲	Permanent	Aged housing project not spent
Infrastructure - Roads	(93,173)	(10.95%)	▼	Timing	Road projects almost completed
Infrastructure - Public Facilities	0				
Infrastructure - Footpaths	12,217	39.64%	▲	Timing	Footpaths still to be completed
Plant and Equipment	(302,168)	(89.86%)	▼	Timing	Tincurrin Fire Truck and CEO vehicle still to purchase
Furniture and Equipment	18,357	39.27%	▲	Timing	Pool filter work still to be completed
<b>Financing</b>					
Loan Principal	942	3.97%			

**SHIRE OF WICKEPIN**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
For the Period Ended 30 April 2017

**Note 3: NET CURRENT FUNDING POSITION**

		Positive=Surplus (Negative=Deficit)		
		YTD 30 Apr	30 June 2016	YTD 29 Apr
		2017	2016	2016
		\$	\$	\$
<b>Current Assets</b>				
Cash Unrestricted	4	1,141,183	793,781	1,915,357
Cash Restricted	4	1,292,381	1,243,268	1,073,211
Receivables - Rates	6	31,706	24,021	59,256
Receivables -Other	6	4,010	127,981	30,002
Interest / ATO Receivable/Trust		17,910	16,340	34,308
Inventories			0	0
		2,487,191	2,205,391	3,112,134
<b>Less: Current Liabilities</b>				
Payables		(23,820)	(101,587)	(24,475)
Provisions		(144,743)	(144,743)	(121,904)
		(168,563)	(246,330)	(146,380)
Less: Cash Reserves	7	(1,292,381)	(1,243,268)	(1,073,211)
<b>Net Current Funding Position</b>		<b>1,026,247</b>	<b>715,793</b>	<b>1,892,543</b>

**Note 3 - Liquidity Over the Year**



**Comments - Net Current Funding Position**

**SHIRE OF WICKEPIN**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 30 April 2017**

**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%	228,982			228,982	ANZ	At Call
Reserve Bank Account	0.00%		21,537		21,537	ANZ	At Call
Trust Bank Account	0.00%			24,073	24,073	ANZ	At Call
Cash On Hand	Nil	700			700	N/A	On Hand
<b>(b) Term Deposits</b>							
Municipal	2.50%	506,199			506,199	ANZ	23.05.2017
Municipal					0		
Municipal	1.45%	405,302			405,302	WA Treasury	At Call
Reserve	2.70%		1,270,844		1,270,844	ANZ	30.06.17
Trust	2.30%			53,549	53,549	ANZ	8.7.17
<b>Total</b>		<b>1,141,183</b>	<b>1,292,381</b>	<b>77,622</b>	<b>2,511,186</b>		

**Comments/Notes - Investments**

**SHIRE OF WICKEPIN**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
For the Period Ended 30 April 2017

**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	\$	\$	\$	\$
	<b>Permanent Changes</b>						
	Opening surplus adjustment						0
							0
	<b>Changes Due to Timing</b>						
							0
				<b>0</b>	<b>0</b>	<b>0</b>	

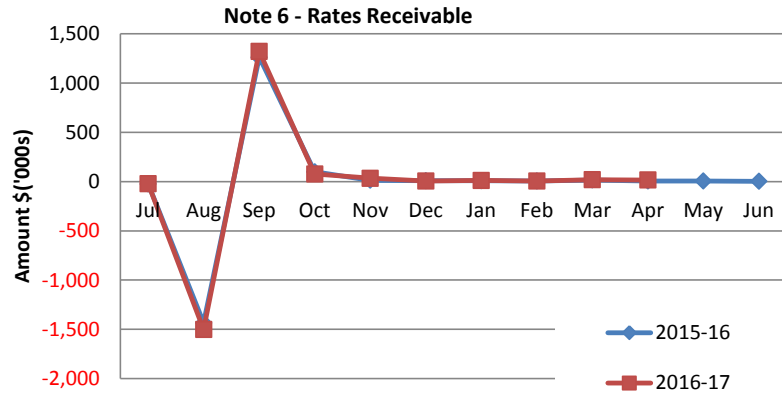


**SHIRE OF WICKEPIN**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 30 April 2017**

**Note 6: RECEIVABLES**

**Receivables - Rates Receivable**

	YTD 30 Apr 2017	30 June 2016
	\$	\$
Opening Arrears Previous Years	25,543	24,553
Levied this year	1,496,010	1,461,313
Less Collections to date	(1,489,847)	(1,460,323)
Equals Current Outstanding	<b>31,706</b>	<b>25,543</b>
<b>Net Rates Collectable</b>	<b>31,706</b>	<b>25,543</b>
% Collected	97.92%	98.28%



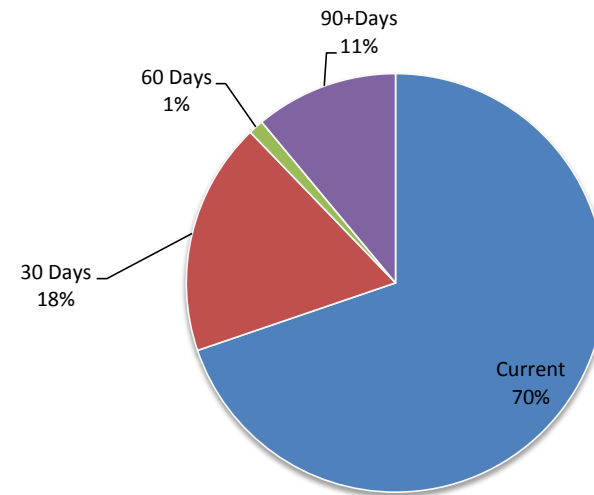
Comments/Notes - Receivables Rates

**Receivables - General**

	Current	30 Days	60 Days	90+Days
	\$	\$	\$	\$
Receivables - General	2,798	723	47	443
<b>Total Receivables General Outstanding</b>				<b>4,010</b>

Amounts shown above include GST (where applicable)

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



Comments/Notes - Receivables General

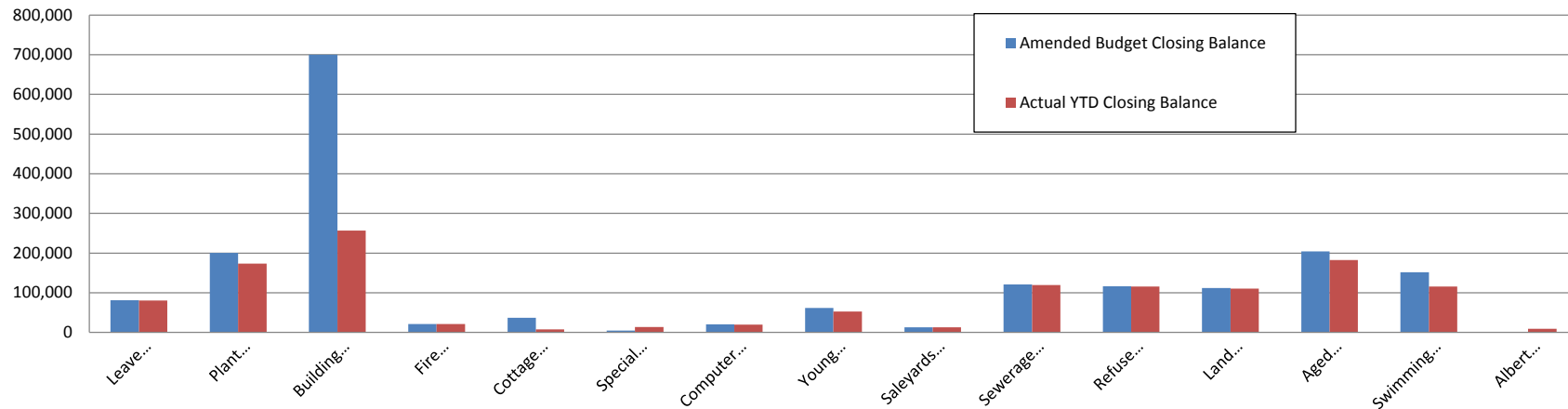


**SHIRE OF WICKEPIN**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 30 April 2017**

**Note 7: Cash Backed Reserve**

2016-17 Name	Opening Balance	Amended Budget Interest Earned	Actual Interest Earned	Amended Budget Transfers In (+)	Actual Transfers In (+)	Amended Budget Transfers Out (-)	Actual Transfers Out (-)	Transfer out Reference	Amended Budget Closing Balance	Actual YTD Closing Balance
Leave Reserve	\$ 64,711	\$ 1,562	\$ 813	\$ 15,215	\$ 15,217	\$	\$	M Hook LSL	\$ 81,488	\$ 80,741
Plant Replacement Reserve	171,245	4,132	2,153	25,000					200,377	173,398
Building Reserve	253,506	6,117	3,187	440,000					699,623	256,693
Fire Fighting Reserve	20,648	498	259						21,146	20,907
Cottage Homes Reserve	7,988	193	100	29,000					37,181	8,088
Special Events Reserve	4,807	116	60		9,000			Res 211216-12	4,923	13,867
Computer Reserve	19,636	474	247						20,110	19,883
Young Singles Accommodation Reserve	52,098	1,257	655	8,000					61,355	52,753
Saleyards Reserve	12,796	309	161						13,105	12,957
Sewerage Reserve	118,313	2,855	1,487						121,168	119,800
Refuse Reserve	114,080	2,753	1,434						116,833	115,514
Land Development Reserve	109,202	2,635	1,373						111,837	110,575
Aged Persons Accommodation Reserve	180,045	4,344	2,263	20,000					204,389	182,308
Swimming Pool Reserve	114,193	2,755	1,435	35,000					151,948	115,628
Albert Facey Homestead Reserve	0	0	0		9,269			Res 150317-10		9,269
	<b>1,243,268</b>	<b>30,000</b>	<b>15,627</b>	<b>572,215</b>	<b>33,486</b>	<b>0</b>	<b>0</b>		<b>1,845,483</b>	<b>1,292,381</b>

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



**SHIRE OF WICKEPIN**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 30 April 2017**

**Note 8 CAPITAL DISPOSALS**

Actual YTD Profit/(Loss) of Asset Disposal				Disposals	Amended Current Budget			Comments
Cost	Accum Depr	Proceeds	Profit (Loss)		YTD 30 04 2017			
					Amended Annual Budget Profit/(Loss)	Actual Profit/(Loss)	Variance	
\$	\$	\$	\$	\$	\$	\$		
				<b>Plant and Equipment</b>				
			0	CEO Vehicle	550	0	(550)	
50,000	(1,260)	32,959	(15,781)	CEO Vehicle	550	(15,781)	(16,331)	
85,000	(3,961)	89,091	8,052	Hino 6 Wheel Truck P248	(47,000)	8,052	55,052	
30,000	(756)	34,500	5,256	Rubber Multi Roller P541	(19,000)	5,256	24,256	
28,000	(476)	19,729	(7,795)	Colorado Single Cab P468 Gardeners	4,500	(7,795)	(12,295)	
24,000	(612)	14,546	(8,842)	Works Foreman ute P2567	4,000	(8,842)	(12,842)	
31,500	(535)	28,000	(2,965)	MWS Colorado P2Q	(8,000)	(2,965)	5,035	
31,500	(535)	24,582	(6,383)	Facey Group Utility	0	(6,383)	(6,383)	
			0	<b>Land &amp; Buildings</b>				
				5 Smith Street	165,000			
<b>280,000</b>	<b>(8,135)</b>	<b>243,407</b>	<b>(28,458)</b>		<b>100,600</b>	<b>(28,458)</b>	<b>35,942</b>	

**Comments - Capital Disposal/Replacements**

**SHIRE OF WICKEPIN**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 30 April 2017**

**Note 9: RATING INFORMATION**

RATE TYPE	Rate in \$	Number of Properties	Rateable Value \$	Rate Revenue \$	Interim Rates \$	Back Rates \$	Total Revenue \$	Amended Budget Rate Revenue \$	Amended Budget Interim Rate \$	Amended Budget Back Rate \$	Amended Budget Total Revenue \$
<b>Differential General Rate</b>											
GRV	6.9322	193	1,793,579	124,334		0	124,334	124,334	500	0	124,834
UV	1.0617	267	121,630,000	1,291,346	940	0	1,292,286	1,291,346	500		1,291,846
Mining UV		5	448,768	4,765			4,765	4,765			4,765
<b>Sub-Totals</b>		465	123,872,347	1,420,445	940	0	1,421,385	1,420,445	1,000	0	1,421,445
	<b>Minimum \$</b>										
<b>Minimum Payment</b>											
GRV	375.00	64	83,621	23,625	0	0	23,625	23,625	0	0	23,625
UV	375.00	13	250,100	4,875	0	0	4,875	4,875	0	0	4,875
Mining UV	375.00	2	46,406	750			750	750			750
<b>Sub-Totals</b>		79	380,127	29,250	0	0	29,250	29,250	0	0	29,250
Ex Gratia Rates							1,450,635				1,450,695
Discount							6,201				6,201
Rates Writeoffs							(128,401)				(130,540)
<b>Amount from General Rates</b>							(78)				0
Specified Area Rates							<b>1,328,358</b>				<b>1,326,356</b>
<b>Totals</b>							56,871				56,870
							<b>1,385,229</b>				<b>1,383,226</b>

Comments - Rating Information

**SHIRE OF WICKEPIN**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 30 April 2017**

**10. INFORMATION ON BORROWINGS**

(a) Debenture Repayments

Particulars	Principal 1-Jul-16	New Loans	Principal Repayments		Principal Outstanding		Interest Repayments		Loan Completion Date
			Actual \$	Amended Budget \$	Actual \$	Amended Budget \$	Actual \$	Amended Budget \$	
Loan 100 - CEO Residence	90,643		17,174	20,711	69,932	69,932	4,373	4,769	24/06/2020
Loan 99 - Wickepin Community Centre					0	0			
Loan 101- WD Sports Club SS Tractor	2,152			2,152	0	0	10	82	1/06/2017
Loan 102 - WD Sports Club SS Greens	44,423		5,618	5,618	38,805	38,805	1,865	1,721	17/01/2023
	137,218	0	22,792	28,481	108,737	108,737	6,248	6,573	

All debenture repayments were financed by general purpose revenue.

(b) New Debentures

No new debentures were raised during the reporting period.

**SHIRE OF WICKEPIN**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 30 April 2017**

**Note 11: GRANTS AND CONTRIBUTIONS**

Program/Details GL	Grant Provider	Approval	2016-17 Amended Budget	Variations Additions (Deletions)	Operating	Capital	Recoup Status	
							Received	Not Received
		(Y/N)	\$	\$	\$	\$	\$	\$
<b>GENERAL PURPOSE FUNDING</b>								
Grants Commission - General	WALGGC	Y	978,544	0	978,544	0	730,859	247,686
Grants Commission - Roads	WALGGC	Y	489,332	0	489,332	0	367,403	121,929
<b>LAW, ORDER, PUBLIC SAFETY</b>								
FESA Grant - Operating Bush Fire Brigade	Dept. of Fire & Emergency Serv.	Y	19,688	0	19,688	0	20,078	(390)
FESA Grant - Tincurrin Fire Truck	Dept. of Fire & Emergency Serv.	Y	369,400	0		369,400	0	369,400
<b>HOUSING</b>								
Grants - Aged Housing	Regional Development & Lands	Y	3,036,000	0	0	3,036,000	0	3,036,000
Yarling Brook	Trust	Y	1,096	0	1,096		1,097	(1)
<b>COMMUNITY AMENITIES</b>								
<b>RECREATION AND CULTURE</b>								
Grants - Swimming Pool	Community Pool Revitalisation		32,000	0	32,000	0	32,000	0
Grants - Kidsport	Department of Sport and Rec	Y	3,500	0	3,500		3,516	(16)
Grants - Wickepin Sculpture Project	CANWA	Y	7,655	0	7,655		7,655	0
<b>TRANSPORT</b>								
Contributions - Road Projects	Blackspot Funding	Y	26,914	0	0	26,914	10,765	16,149
Roads To Recovery Grant - Cap	Roads to Recovery	Y	545,008	0	0	545,008	482,988	62,020
RRG Grants - Capital Projects	Regional Road Group	Y	218,170	0	0	218,170	205,065	13,105
Direct Grant - Maintenance	Dept. of Transport	Y	116,740	0	116,740	0	116,741	(1)
Heritage Trail Grant	Lotterywest	Y	36,168	0	36,168		36,168	0
<b>ECONOMIC SERVICES</b>								
<b>TOTALS</b>			<b>5,880,215</b>	<b>0</b>	<b>1,684,723</b>	<b>4,195,492</b>	<b>2,014,334</b>	<b>3,865,881</b>

Operating  
Non-Operating

Operating  
Non-operating

1,684,723  
4,195,492  
5,880,215

1,315,516  
698,818  
2,014,334

**SHIRE OF WICKEPIN**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 30 April 2017**

**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 16	Amount Received	Amount Paid	Closing Balance 30-Apr-17
	\$	\$	\$	\$
Housing Bonds	200	4,620	(4,540)	280
Master Key Deposits	300	900	(1,200)	0
Special Plates	0	0	0	0
Land Sales	0	0	0	0
Nomination Deposits	0	0	0	0
Building and BCITF	0	1,190	(1,190)	0
Ram Pavillion	0	0	0	0
LCDC Landcare	0	0	0	0
Cat/Dog Trap Hire	0	50	(50)	0
WDSC Replacement Greens	53,479	13,633	0	67,112
Kidsport	888	0	(888)	0
Albert Facey Homestead	9,574	1,039	(10,613)	0
Miscellaneous Trust	7,483	1,764	(6,918)	2,329
Yealering Bowling Club Greens	0	7,900	0	7,900
	<b>71,924</b>	<b>31,096</b>	<b>(25,399)</b>	<b>77,621</b>

Level of Completion Indicators

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

**SHIRE OF WICKEPIN**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
 For the Period Ended 30 April 2017

Note 13: CAPITAL ACQUISITIONS

30/04/2017							
Infrastructure Assets		Amended Annual Budget	Amended YTD Budget	YTD Actual	Variance (Under)/Over	YTD Actual (Renewal Exp)	Strategic Reference / Comment
<b>Land for Resale</b>							
Community Amenities							
<b>Community Amenities Total</b>		0	0	0	0	0	
Land for Resale Total		0	0	0	0	0	
<b>Land &amp; Buildings</b>							
Housing							
Aged Accommodation Units	CLCH2	(3,186,000)	0	0	0	0	
<b>Housing Total</b>		(3,186,000)	0	0	0	0	
Community Amenities							
Harrismith Cemetery Upgrade	HCU1	(10,000)	(8,330)	(3,326)	5,004	0	
<b>Community Amenities Total</b>		(10,000)	(8,330)	(3,326)	5,004	0	
<b>Recreation And Culture Total</b>		0	0	0	0	0	
Transport							
Depot Fence	LDP1	(20,000)	(16,660)	(8,177)	8,483		
<b>Transport Total</b>		(20,000)	(16,660)	(8,177)	8,483		
Economic Services							
<b>Economic Services Total</b>		0	0	0	0	0	
<b>Land and Buildings Total</b>		(3,216,000)	(24,990)	(11,502)	13,488	0	
<b>Footpaths</b>							
Transport							
Footpaths Wickepin	LFP1	(37,000)	(30,820)	(18,603)	12,217		
Footpaths Yealering	LFP2	0	0	0	0		
<b>Transport Total</b>		(37,000)	(30,820)	(18,603)	12,217	0	
<b>Footpaths Total</b>		(37,000)	(30,820)	(18,603)	12,217	0	
<b>Furniture &amp; Office Equip.</b>							
Governance							
Councillor Ipads	0954	(12,000)	(12,000)	(7,125)	4,875	0	
Office Computer	0954	(4,500)	(2,750)	(2,936)	(186)	0	
<b>Governance Total</b>		(16,500)	(14,750)	(10,061)	4,689	0	
Pool Lane ropes, filter maintenance, shade, paint	4704	(32,000)	(32,000)	(18,332)	13,668	0	
<b>Recreation And Culture Total</b>		(32,000)	(32,000)	(18,332)	13,668	0	
<b>Furniture &amp; Office Equip. Total</b>		(48,500)	(46,750)	(28,393)	18,357	0	
<b>Plant , Equip. &amp; Vehicles</b>							
Governance							
Holden Colorado CEO	6034	(72,500)	(36,250)	(37,504)	(1,254)	0	
<b>Governance Total</b>		(72,500)	(36,250)	(37,504)	(1,254)	0	
Community Amenities							
Law, Order And Public Safety							
4x4 Broadacre Firetruck - Tincurrin	1184	(369,400)	0	0	0	0	
<b>Law, Order and Public Safety Total</b>		(369,400)	0	0	0	0	

**SHIRE OF WICKEPIN**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 30 April 2017**

**Note 13: CAPITAL ACQUISITIONS**

30/04/2017							
Infrastructure Assets		Amended Annual Budget	Amended YTD Budget	YTD Actual	Variance (Under)/Over	YTD Actual (Renewal Exp)	Strategic Reference / Comment
<b>Recreation And Culture</b>							
○	<b>Recreation And Culture Total</b>	0	0	0	0	0	
<b>Transport</b>							
●	Hino 700 6 wheel truck	6034 (200,000)	0	(198,880)	(198,880)	0	
●	Multi tyre roller	6034 (147,500)	0	(154,500)	(154,500)	0	
●	New Dog Trailer	6034 (100,000)	0	(107,000)	(107,000)	0	
●	Single cab ute 4x4 to replace P468	6034 (32,500)	0	(32,729)	(32,729)	0	
●	Single cab ute 4x4 to replace P2567	6034 (36,150)	0	(36,132)	(36,132)	0	
●	MWS Nissan Navara or Colorado	6034 (47,000)	0	(43,673)	(43,673)	0	
●	Facey Group Ute	6034 (28,000)	0	(28,000)	(28,000)	0	
●	<b>Transport Total</b>	<b>(591,150)</b>	<b>(300,000)</b>	<b>(600,914)</b>	<b>(600,914)</b>	<b>0</b>	
●	<b>Economic Services Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	
●	<b>Plant , Equip. &amp; Vehicles Total</b>	<b>(1,033,050)</b>	<b>(336,250)</b>	<b>(638,418)</b>	<b>(602,168)</b>	<b>0</b>	
<b>Infrastructure Other</b>							
○	<b>Recreation And Culture Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	
○	<b>Public Facilities Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>Roads</b>							
<b>Transport Regional Road Group</b>							
●	Wickepin Corrigin Road	RG001 (157,095)	(130,910)	(155,972)	(25,062)	0	
●	Wickepin Harrismith Road	RG002 (88,365)	(73,630)	(117,609)	(43,979)	0	
●	Pingelly Wickepin Road	RG003 (81,795)	(68,160)	(102,542)	(34,382)	0	
●	<b>Regional Road Group Total</b>	<b>(327,255)</b>	<b>(272,700)</b>	<b>(376,122)</b>	<b>(103,422)</b>	<b>0</b>	
<b>Transport Roads to Recovery</b>							
●	Yealering South Road	RR26 (148,216)	(123,510)	(171,617)	(48,107)	0	
●	Aileen Road	R2R048 (49,195)	(40,990)	(51,538)	(10,548)	0	
●	Lomos South Road	RR14 (162,314)	(135,260)	(141,322)	(6,062)	0	
●	Richter Street	RR11 (10,895)	(9,070)	(5,245)	3,825	0	
●	Rintel Street	R2R114 (8,065)	(6,720)	(3,537)	3,183	0	
○	Lake Road 2015/16 project carry over	R2R161 0	0	(1,918)	(1,918)	0	
○	Central Ave	RR37 (11,679)	(9,730)	(5,768)	3,962	0	
○	Rose Road	R2R052 (3,095)	(2,570)	0	2,570	0	
○	Tincurrin South Road	R2R016 (40,304)	(33,580)	(23,427)	10,153	0	
○	Wickepin Corrigin Road	R2R001 (39,746)	(33,120)	(27,761)	5,359	0	
○	Wickepin Harrismith Road	R2R002 (62,500)	(52,080)	(51,487)	593	0	
○	Wickepin Pingelly Road	R2R003 (9,000)	(7,500)	(4,800)	2,700	0	
○	<b>Roads to Recovery Total</b>	<b>(545,009)</b>	<b>(454,130)</b>	<b>(488,420)</b>	<b>(34,290)</b>	<b>0</b>	
<b>Transport Black Spot</b>							
●	Malyalling Road	BS036 (40,370)	(33,640)	(51,660)	(18,020)	0	
●	<b>Blackspot Total</b>	<b>(40,370)</b>	<b>(33,640)</b>	<b>(51,660)</b>	<b>(18,020)</b>	<b>0</b>	
<b>Council Resources Construction</b>							
○	Gillimanning Road	CO035 (41,000)	(34,160)	(23,442)	10,718	0	
○	Dorakin Road	CO28 (41,000)	(34,160)	(3,000)	31,160	0	
○	Drainage and Headwalls	CODAH (26,625)	(22,180)	(1,500)	20,680	0	
○	<b>Council Resources Construction Total</b>	<b>(108,625)</b>	<b>(90,500)</b>	<b>(27,942)</b>	<b>62,558</b>	<b>0</b>	
○	<b>Roads Total</b>	<b>(1,021,259)</b>	<b>(850,970)</b>	<b>(944,144)</b>	<b>(93,174)</b>	<b>0</b>	
○	<b>Capital Expenditure Total</b>	<b>(5,355,809)</b>	<b>(1,289,780)</b>	<b>(1,641,060)</b>	<b>(651,280)</b>	<b>0</b>	



Governance, Audit and Community Services

## 10.2.02 – List of Accounts

<b>Submission To:</b>	Ordinary Council
<b>Location / Address:</b>	Whole Shire
<b>Name of Applicant:</b>	Amanda Bullock – Finance Officer
<b>File Reference:</b>	FM.BA.1201
<b>Author:</b>	Amanda Bullock – Finance Officer
<b>Disclosure of any Interest:</b>	Nil
<b>Date of Report:</b>	2 May 2017

**Enclosure / Attachment:** List of Accounts

**Background:** List of Accounts remitted during the period from 1 April 2017 to 30 April 2017.

	<u>Vouchers</u>	<u>Amounts</u>
<b>Municipal Account</b>		
EFT	7293 – 7352	\$ 215,834.99
Cheques	15415 - 15418	\$ 3168.10
Payroll	April	\$ 84,542.51
Superannuation	April	\$ 9,429.41
Credit Card	April	\$ 934.94
Direct Deductions	April	\$ 5,355.88
<b>Trust</b>		
EFT	7292	\$ 493.44
Cheques	1289	\$ 1,260.00
<b>APRIL TOTAL</b>		<b><u>\$ 321,019.27</u></b>

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

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

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

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

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

**Policy Implications:** Policy 3.1.8 - Cheque Issue

**Strategic Implications:** Not applicable

**Recommendation:** That Council acknowledges that payments totalling **\$321,019.27** 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 170517-07**

**Moved Cr Lang / Seconded Cr Allan**

That Council acknowledges that payments totalling **\$321,019.27** 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**

## List of Accounts Due &amp; Submitted to Committee

April 2017

Chq/EFT	Date	Name	Description	Muni	Trust
1289	19/04/2017	DOCEP - Bond Administrator	Bond Lodgement For 5 Smith St		\$ 1,260.00
EFT7292	5/04/2017	Building Commission, Department Of Commerce	Building Services Levy For A5204 & A6371		\$ 493.44
EFT7293	6/04/2017	AMPAC Debt Recovery (WA) Pty Ltd	Debt Recovery Costs March 2017	\$ 3,369.59	
EFT7294	6/04/2017	Best Office Systems	Konica Minolta Copier Charges to 23/3/17	\$ 727.87	
EFT7295	6/04/2017	Courier Australia	Freight on Water Testing & Signage	\$ 30.92	
EFT7296	6/04/2017	KELLY COCHRANE	Yealering Cleaning Fees for March 2017	\$ 425.00	
EFT7297	6/04/2017	Jazmin Corry	Cleaning Community Centre and 5 Smith St	\$ 225.00	
EFT7298	6/04/2017	LGIS Risk Management	Wheatbelt Regional Risk Coordination Programme	\$ 2,568.50	
EFT7299	6/04/2017	AC & EJ Fulford & Co	Excavator Works at Wk Refuse Site for Jan & Feb 2017	\$ 4,598.00	
EFT7300	6/04/2017	PG & JD Forrest	Verti Mowing Wickepin Oval	\$ 3,080.00	
EFT7301	6/04/2017	Great Southern Fuel Supplies	Fuel Account for March 2017	\$ 16,324.72	
EFT7302	6/04/2017	Geoff Perkins Farm Machinery	Parts for WK3711	\$ 97.15	
EFT7303	6/04/2017	Grahame Woodcock	Repairs to Wickepin Community Centre Fridge	\$ 357.86	
EFT7304	6/04/2017	J R & A Hersey Pty Ltd	White Spray Marker for Wickepin-Corrigin Rd	\$ 170.28	
EFT7305	6/04/2017	C Holmes Bricklaying & Maintenance	Repair Paving & Install Plaques	\$ 1,400.00	
EFT7306	6/04/2017	Kestrel AU Pty Ltd	Wind Meters	\$ 758.00	
EFT7307	6/04/2017	Moore Stephens	GST & Financial Assistance Payments Webinar	\$ 440.00	
EFT7308	6/04/2017	Narrogin Hire Service And Reticulation	Reticulation Parts for Wickepin Oval	\$ 38.45	
EFT7309	6/04/2017	Narrogin Pumps, Solar And Spraying	Hydrochloric Acid and Cyanuric Acid Tablets	\$ 547.49	
EFT7310	6/04/2017	PCS	IT Support for 20/2/17 to 22/3/17	\$ 255.00	
EFT7311	6/04/2017	Maureen Susan Preedy	Yealering Cleaning for March 2017	\$ 595.00	
EFT7312	6/04/2017	Kirstin Rigby	Wk Cvn Pk Com. for Mar 2017 & Final Quart. Pay.	\$ 2,161.88	
EFT7313	6/04/2017	Peter Stribling	Yealering Caravan Park Commission for March 2017	\$ 104.64	
EFT7314	6/04/2017	Western Australian Treasury Corp	Loan No. 100 Interest payment -	\$ 2,123.39	
EFT7315	6/04/2017	Wickepin Newsagency	March 2017 Account	\$ 311.80	
EFT7316	6/04/2017	Wickepin Community Resource Centre	Local Phone Books	\$ 120.00	
EFT7317	13/04/2017	Australia Post	Account for March 2017	\$ 137.91	
EFT7318	13/04/2017	Courier Australia	Freight on Library Books	\$ 30.28	

EFT7319	13/04/2017	Covs Parts Pty Ltd	Filters for WK2567	\$ 82.03	
EFT7320	13/04/2017	Diamond Lock & Key	Replace Change Room Lock at Wk Community Centre	\$ 236.91	
EFT7321	13/04/2017	MJ & JL Dyke	Parts for WK1955	\$ 92.79	
EFT7322	13/04/2017	Edwards Motors Pty Ltd	Tyre Sensor for WK0	\$ 185.95	
EFT7323	13/04/2017	AC & EJ Fulford & CO	Grading Road To Make Safe After Flooding	\$ 14,212.00	
EFT7324	13/04/2017	Geoff Perkins Farm Machinery	Parts for WK342	\$ 108.96	
EFT7325	13/04/2017	IT Vision	Synergysoft Patch for Central Records	\$ 495.00	
EFT7326	13/04/2017	Star Track Express	Freight on Items for Wickepin-Corrigin Rd	\$ 64.32	
EFT7327	13/04/2017	Parrys	Jacket for Mandy Rydzewski	\$ 46.75	
EFT7328	13/04/2017	Rj Smith Engineering	Repairs to WK3680	\$ 1,270.50	
EFT7329	13/04/2017	A F Smith & A L Bullock	Install Fire Blankets at Caravan Parks	\$ 360.00	
EFT7330	13/04/2017	Wickepin Hotel And Harvest Cafe	Refreshments and Catering	\$ 805.20	
EFT7331	19/04/2017	Australian Taxation Office	March 2017 BAS Payment	\$ 16,435.00	
EFT7332	19/04/2017	Air Liquide Wa Pty Ltd	Cylinder Rental for March 2017	\$ 90.84	
EFT7333	19/04/2017	Bitutek	Bitumin Spray Seal - Wk-Ping Rd, Tincurrin Rd, Yea Sth Est Rd, Richter St, Central Ave, Rintel St & Wk-Cgn Rd	\$113,585.98	
EFT7334	19/04/2017	Country Paint Supplies	Timber Oil/Paint for Bird Park	\$ 292.30	
EFT7335	19/04/2017	Yealering Agparts & Repairs	Repairs to Two Way Radio & Bus to Swimming Lessons	\$ 440.00	
EFT7336	19/04/2017	Landgate	Rural UV Interim Valuation	\$ 79.90	
EFT7337	19/04/2017	Ewen Rural Supplies	March 2017 Account	\$ 6,745.13	
EFT7338	19/04/2017	Easifleet	Facey Group Lease Vehicle Service	\$ 512.90	
EFT7339	19/04/2017	AC & EJ Fulford & CO	Cut Down Crests on & Push Gravel at Halliday Rd Pit	\$ 8,580.00	
EFT7340	19/04/2017	Jason Signmakers	RV Parking Signs and Metal Price Slides	\$ 131.45	
EFT7341	19/04/2017	Kels Tyres	Tyre Replacement for WK813 & Repairs for 1WK	\$ 924.00	
EFT7342	19/04/2017	Marketforce Productions	Advertising for Mechanic	\$ 211.49	
EFT7343	19/04/2017	Mcpest Pest Control	Termite Inpections and Treatment	\$ 550.00	
EFT7344	19/04/2017	Great Southern Waste Disposal	March 2017 Waste Collection	\$ 6,168.70	
EFT7345	19/04/2017	Narrogin Glass	Repairs to Unit 2 Yarling Court	\$ 208.15	
EFT7346	19/04/2017	Star Track Express	Freight on Batteries for Road Counters	\$ 46.92	
EFT7347	19/04/2017	Narrogin Gasworx	Gas Regulator and Fittings for 49 Collins St	\$ 209.90	
EFT7348	19/04/2017	Narrogin Gymnastics Club Inc	Kidsport Vouchers	\$ 400.00	
EFT7349	19/04/2017	Officeworks Superstores Pty Ltd	Stationery Order	\$ 234.74	
EFT7350	19/04/2017	Allan Ramsay	Ceiling Panels for Wickepin Community Centre	\$ 190.85	

EFT7351	19/04/2017	Shire Of Narrogin	Ranger Services	\$ 197.60	
EFT7352	19/04/2017	Wickepin Football Club	Kidsport Vouchers	\$ 640.00	
15415	6/04/2017	Telstra	Telephone Bill to 13.04.17	\$ 1,589.77	
15416	13/04/2017	Synergy	Power Account for Street Lighting	\$ 1,518.85	
15417	13/04/2017	Water Corporation	Water Account for Storage Tank	\$ 39.48	
15418	19/04/2017	Valery JONES	Dog Registration Refund	\$ 20.00	
DD9243.1	12/04/2017	WA Local Government Super Plan	Payroll deductions	\$ 3,430.46	
DD9243.2	12/04/2017	ANZ Super - Allan Hemley	Superannuation contributions	\$ 381.51	
DD9243.3	12/04/2017	Prime Super	Superannuation contributions	\$ 175.95	
DD9243.4	12/04/2017	ING Custodians Pty Ltd	Superannuation contributions	\$ 187.56	
DD9243.5	12/04/2017	Tremayne Superannuation Fund	Superannuation contributions	\$ 62.49	
DD9243.6	12/04/2017	Colonial First State	Superannuation contributions	\$ 49.20	
DD9243.7	12/04/2017	AMP Flexible Lifetime Super Fund	Superannuation contributions	\$ 104.03	
DD9243.8	12/04/2017	Australian Super	Superannuation contributions	\$ 159.11	
DD9243.9	12/04/2017	MTAA Super Fund	Superannuation contributions	\$ 148.83	
DD9251.1	26/04/2017	WA Local Government Super Plan	Payroll deductions	\$ 3,470.16	
DD9251.2	26/04/2017	ANZ Super - Allan Hemley	Superannuation contributions	\$ 375.42	
DD9251.3	26/04/2017	Ramsay Superannuation Fund	Superannuation contributions	\$ 179.94	
DD9251.4	26/04/2017	Prime Super	Superannuation contributions	\$ 175.95	
DD9251.5	26/04/2017	ING Custodians Pty Ltd	Superannuation contributions	\$ 187.56	
DD9251.6	26/04/2017	Tremayne Superannuation Fund	Superannuation contributions	\$ 79.32	
DD9251.7	26/04/2017	AMP Flexible Lifetime Super Fund	Superannuation contributions	\$ 41.61	
DD9251.8	26/04/2017	Australian Super	Superannuation contributions	\$ 127.29	
DD9251.9	26/04/2017	MTAA Super Fund	Superannuation contributions	\$ 93.02	
DD9252.1	3/04/2017	ANZ Bank	Merchant Fees	\$ 147.32	
DD9252.2	3/04/2017	Westnet Pty Ltd	Internet	\$ 144.90	
DD9252.3	5/04/2017	James Matthews	Pool Manager Contract Payment 20/2016-17	\$ 2,352.53	
DD9252.4	5/04/2017	ANZ Bank	Credit Card Charges	\$ 934.94	
DD9252.5	19/04/2017	James Matthews	Pool Manager Contract Payment 21/2016-17	\$ 2,352.53	
DD9252.6	24/04/2017	Best Office Systems	Konica Minolta Copier Lease	\$ 358.60	
	13/04/2017	Gross Payroll		\$ 42,391.53	
	27/04/2017	Gross Payroll		\$ 42,150.98	
				<b>\$319,265.83</b>	<b>\$ 1,753.44</b>

Governance, Audit and Community Services

**10.2.03 - EHO/Building Surveyor's Report**

<b>Submission To:</b>	Ordinary Council
<b>Location / Address:</b>	Whole Shire
<b>Name of Applicant:</b>	Allan Ramsay, EHO/Building Surveyor
<b>File Reference:</b>	CM.REP.2203
<b>Author:</b>	Allan Ramsay, EHO/Building Surveyor
<b>Disclosure of any Interest:</b>	Nil
<b>Date of Report:</b>	11 May 2017

**Enclosure / Attachment:** Nil

**Background:** Monthly report submitted by EHO/Building Surveyor, Mr. Allan Ramsay.

**Building Licenses:**

There was one (1) building application approved and license issued for the month of April 2017.

Listed below is a summarised breakdown of the application and proposed structure:

License No	Name & Address of Owner	Registered Builder (RB) or Owner Builder (OB)	Structure	Situation of Building Lot or Street No & Town
7/16-17	Jayden and Kerryn Ewen	Registered Builder (RB)	New building/structure	Lot 27, Curlew Way, Wickepin WA 6370

**Implications:** Not applicable

**Financial Implications:** Not applicable

**Strategic Implications:** Not applicable

**Recommendation:**

That Council notes the report from the EHO/Building Surveyor 11 May 2017.

**Voting Requirements:** Simple Majority

**Resolution No 170517-08****Moved Cr Astbury / Seconded Cr Allan**

That Council notes the report from the EHO/Building Surveyor 11 May 2017.

**Carried 7/0**

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Governance, Audit and Community Service

## 10.2.04 – Shire of Wickepin Community Grant Applications

<b>Submission To:</b>	Ordinary Council
<b>Location / Address:</b>	Whole Shire
<b>Name of Applicant:</b>	Lee Parker, Community Development Officer
<b>File Reference:</b>	GS.PRG.1541
<b>Author:</b>	Lee Parker, Community Development Officer
<b>Disclosure of any Interest:</b>	Nil
<b>Date of Report:</b>	11 May 2017

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**Enclosure / Attachment:** Community Grant Applications 2017

### 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 and sporting organisations. This equates to \$36,266 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 or 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 3.1.6 – Sponsorship, Contributions and Donations to Sporting and Community Groups.

The following table provides a summary of funding granted to community and sporting groups as part of the Shire of Wickepin Community Grants process, as well as donations, over the past 7 years. The Shire of Wickepin has supported and subsidised sporting and community groups in areas such as in-kind, works, equipment hire, Community Sport and Recreations Facilities Funding, water for bowling greens, waiver of bonds, oval marking as well as transport and refreshments for students but these have not all been included in the analysis.

*\*Note for financial table: Toolibin Tennis Club: \$4000 grant approved in 12/13 but not spent in cash. Assistance in-kind given.*

Community Grants and Donations GL 14922		2010/11	2011/12	2012/13	2013/14	2014/15	2015/16	2016/17	Sub Total 7 years	Total 7 Years
<b>Wickepin Telecentre/ Community Resource Centre/ Volunteer Resource Centre</b>	Grants				\$2,000				\$2,000	\$6,000
	Sponsorship			\$2,000	\$500	\$1,000		\$500	\$4,000	
<b>In Kind Support to 8/5/17</b>										
<i>Costs incurred by Shire</i>	Insurance			\$2,830	\$2,971	\$2,971	\$2,574	\$2,601		
	Water			\$395	\$437	\$424	\$475	\$488		
	Fire Protection							\$659		
	Maintenance			\$2,005	\$6,294	\$8,154	\$304	\$1,450		
	Pest Control			\$203	\$140	\$134	\$268	\$284		
	Power						\$381			
	Cleaning			\$2,414	\$2,285	\$1,705	\$1,871	\$1,500		
	Waived Venues									
<b>Total Costs Incurred</b>				<b>\$7,847</b>	<b>\$12,128</b>	<b>\$13,387</b>	<b>\$5,872</b>	<b>\$6,983</b>	\$46,217	
<i>Payments Received by Shire</i>	Rent				\$91	\$91	\$91	\$100		
	Cleaning				\$1,023	\$2,341	\$2,273	\$1,886		
	Water				\$4	\$14				
	Maintenance				\$165	\$17	\$79	\$57		
<b>Total Payments Received</b>				<b>\$0</b>	<b>\$1,283</b>	<b>\$2,462</b>	<b>\$2,443</b>	<b>\$2,043</b>	\$8,231	
<b>Net In Kind Support</b>				<b>\$7,847</b>	<b>\$10,845</b>	<b>\$10,925</b>	<b>\$3,430</b>	<b>\$4,939</b>	<b>\$37,986</b>	
Wickepin Golf Club	Grants								\$0	\$920
	Sponsorship			\$500	\$220			\$200	\$920	
Wickepin Tennis Club	Sponsorship	\$200	\$200	\$200	\$200			\$200	\$1,000	\$1,000
Wickepin Bowling Club	Sponsorship	\$500		\$500	\$550		\$2,134	\$1,750	\$5,434	\$5,434
Wickepin District Sports Club	Grants	\$6,600	\$928	\$2,810	\$2,165		\$923	\$6,600	\$20,026	\$21,806
	Sponsorship	\$200			\$400	\$680	\$500		\$1,780	
Wickepin Playgroup					\$2,500				\$2,500	\$2,500
Wickepin Ladies Hockey Club		\$495							\$495	\$495
Wickepin P & C			\$1,000						\$1,000	\$1,000
Wickepin Primary School Grants	Grants	\$1,000	\$5,000						\$6,000	\$6,130
	Donations	\$30	\$30	\$35	\$35				\$130	
Wickepin Netball Club			\$1,500						\$1,500	\$1,500
Wickepin Men's Shed			\$2,500						\$2,500	\$2,500
Wickepin Football Club	Grants				\$200	\$1,360		\$6,000	\$7,560	\$8,060
	Sponsorship							\$500	\$500	
Wickepin Cricket Club							\$10,369		\$10,369	\$10,369
Wickepin Triathlon					\$2,411				\$2,411	\$2,411
Wickepin Art Competition									\$0	\$0
Albert Facey Homestead		\$6,000						\$1,920	\$7,920	\$7,920
Children with Special Needs Support Group				\$1,222					\$1,222	\$1,222
Lake Yealering Progress Association			\$6,500	\$1,534					\$8,034	\$8,034
Yealering Bowling Club	Grants				\$6,000	\$770	\$295	\$7,310	\$14,375	\$14,375
	Sponsorship									
<b>In Kind Support to 8/5/17</b>										
	Insurance				\$1,647	\$1,647	\$558	\$564		
	Water				\$2,617	\$2,848	\$1,332	\$730		
	Fire Protection							\$316		
	Maintenance			\$57	\$60					
<b>Total In Kind Support</b>				<b>\$57</b>	<b>\$4,323</b>	<b>\$4,495</b>	<b>\$1,890</b>	<b>\$1,610</b>	<b>\$12,375</b>	
Yealering Golf Club						\$13,450			\$13,450	\$13,450
Yealering Tennis Club							\$6,500		\$6,500	\$6,500
Harrismith Cricket Club					\$10,000				\$10,000	\$10,000
Harrismith Golf Club		\$3,285	\$14,141			\$890	\$3,745		\$22,061	\$22,061
<b>In Kind Support to 8/5/17</b>										
	Insurance			\$2,972	\$545	\$564	\$479	\$484		
	Water					\$292				
	Fire Protection					\$25		\$743		
	Maintenance				\$55	\$972	\$2,791	\$3,829		
	Pest Control						\$168	\$234		
	Power			\$443	\$383	\$347	\$334	\$447		
<b>Total In Kind Support</b>				<b>\$3,416</b>	<b>\$983</b>	<b>\$2,201</b>	<b>\$3,772</b>	<b>\$5,737</b>	<b>\$16,109</b>	
Harrismith Community Committee					\$800				\$800	\$800
Tincurrin Primary School				\$858					\$858	\$858
Tincurrin P & C					\$1,300	\$50			\$1,350	\$1,350
Wickepin Art & Craft	Grants									
	Sponsorship									
<b>In Kind Support to 8/5/17</b>										
	Insurance			\$825	\$867	\$867	\$737	\$744		
	Water			\$11	\$179	\$90	\$88	\$95		
	Fire Protection					\$13		\$324		
	Maintenance			\$1,245		\$8	\$94	\$3,816		
	Pest Control			\$203	\$160	\$154	\$168	\$234		
<b>Total In Kind Support</b>				<b>\$2,284</b>	<b>\$1,205</b>	<b>\$1,131</b>	<b>\$1,088</b>	<b>\$5,214</b>	<b>\$10,922</b>	
Yealering Playgroup										
(CWA Building owned by Progress) In-Kind Support										
	Insurance			\$251	\$264	\$264	\$224	\$226		
	Fire Protection							\$179		
	Maintenance			\$57	\$60		\$238	\$36		
<b>Total In Kind Support</b>				<b>\$57</b>	<b>\$60</b>	<b>\$0</b>	<b>\$238</b>	<b>\$215</b>	<b>\$570</b>	
History Book Committee										
Toolbin Tennis Club				\$4,000		\$4,663			\$8,663	\$8,663
		<b>\$18,310</b>	<b>\$31,799</b>	<b>\$49,078</b>	<b>\$80,354</b>	<b>\$81,405</b>	<b>\$58,727</b>	<b>\$73,748</b>	<b>\$297,768</b>	<b>\$297,768</b>



Over the past few years staff has encouraged all requests for funding from the Shire of Wickepin to be submitted via the Community Grants process so that Council can clearly identify the grant recipients and amounts. Early adverts promoting the Community Grant were published and emailed from the 1 December 2016. In 2013 and 2016 the Shire of Wickepin Community Grant application form was modified to provide applicants with a greater understanding of the grant application requirements and gain more detailed information about the proposed funding request.

Letters were sent out to all clubs and community groups with the funding application clearly stating that no late applications will be accepted and that applications must be complete and have financial accounts, detailed budgets with quotes and letters of support included. Applicants were given an extra two weeks this funding round to submit their applications.

The standard of applications over the past few years has been weak and the applications still lack detailed planning, quotes, evidence of support and all did not meet the required guidelines. There appears to be the attitude that Shire will fund projects irrespective of thorough planning or meeting of grant guidelines.

The Shire of Wickepin invited applications for the 2017/18 Community Grants in early March 2017 and applications closed on Wednesday 28 April at 4.00pm. Applications were received from the following groups on the appropriate form and prior to the advertised deadline:

<b>2017/8 Budget Requests</b>	
Yealering Progress Association	2,000.00
Wickepin P & C	2,120.80
Lake Yealering Bowling Club	13,721.33
Community Resource Centre	1,938.00
Wickepin Art & Craft Association	769.01
Harrismith Golf Club	3,740.00
Toolibin Tennis Club	1,100.00
Wickepin History Book Committee	429.00
Yealering Playgroup	3,207.00
<b>Total</b>	<b>29,025.14</b>

Council may endorse funding of \$36,266 being 2.5% of the 2016/2017 levied rates (1,450,635) \$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 \$1,400 has already been placed in the 2017/2018 budget deliberations under General Ledger Account 4922 leaving an amount of \$31,866 available for distribution.

Sponsorship breakdown under General Ledger Account 4922 in 2017/2018 Budget Estimates:

<b>4922</b>	<b>Sponsorship</b>		
	Wickepin Tennis Club - Shire Day		200
	Wickepin Bowling Club - Merino Fours		500
	Wickepin Football Club - Silver Sponsorship		500
	Golf Clubs - Shire Golf Day		200

<b>Application 1</b>	<b>Yealering Progress Association</b>
<b>Purpose of Organisation</b>	To encourage progress in relation to health, education, recreation, social and moral standards in the community.
<b>Incorporated</b>	Yes
<b>Registered for GST</b>	No
<b>Financial information attached:</b>	Yes (Balance as at 30/06/16) \$10,954.93 Term Deposit \$26,840.26
<b>Purpose of funding:</b>	Tourism Brochure
<b>Alternative funding sought:</b>	No. Own cash and in-kind support
<b>Support of members and general community eg letters of support or meeting minutes</b>	Meeting minutes documenting project idea from September 2016. Letters of support
<b>Total project cost:</b>	\$2,423 Exc GST
<b>Funding requested:</b>	\$2,000
<b>Project budget and quotes supplied:</b>	Yes Budget and Quotes

Yealering Progress Association is proactive in local community support and improvement. They have a diverse and active committee and welcome members from the greater community.

The Tourism Brochure has been well thought out with a project and distribution plan. Shire of Wickepin has a tourist brochure however this extra brochure will focus heavily on Yealering and the facilities available for caravanners and tourists.

The benefit to the greater community will be the inclusion of tourist drive suggestions to other townsites and places of interest within the shire including recreational, cultural and educational facilities.

The amount requested is close to Council's general philosophy of funding 100% up to \$2000.

<b>Applicant 2</b>	<b>Wickepin P &amp; C</b>
<b>Purpose of Organisation</b>	Parents and Citizens is a fundraising body supporting the Wickepin Primary School
<b>Incorporated</b>	Yes
<b>Registered for GST</b>	No
<b>Financial information attached:</b>	Yes (Balance as at 06/01/17) \$9,555.67
<b>Purpose of funding:</b>	Support for Nature Playground. Shire would be purchasing the hand-water pump component of the plan
<b>Alternative funding sought:</b>	No. Own cash and considerable in-kind
<b>Support of members and general community eg letters of support or meeting minutes</b>	Meeting minutes documenting project plans since 10/05/2016 Principals Report showing approval and planning
<b>Total project cost:</b>	\$7,821.95 Exc GST
<b>Funding requested:</b>	\$2,120.80 incl GST
<b>Project budget and quotes supplied:</b>	Yes Budget and Quotes

Wickepin P&C is an active group which supports the Wickepin Primary School improve their infrastructure and resources to aid in the development and learning of the children. It provides financial assistance to the school and students where necessary.

The group is active with approximately 20 members though more are encouraged to be involved. The Nature Playground project has been in the pipeline for a number of years and CDO received minutes indicating the project and the Committees and Principals support. Fundraising has been and is currently being undertaken to support the project.

The amount requested fits within Council's general philosophy to fund 50% of projects \$5000 and above.

<b>Application 3</b>	<b>Lake Yealering Bowling Club</b>
<b>Purpose of Organisation</b>	Playing bowls and hosting league clubs from Narrogin, Williams, Pingelly and Brookton.
<b>Incorporated</b>	Yes
<b>Registered for GST</b>	No
<b>Financial information attached:</b>	Yes (Balance at 31/03/2017) \$11,408.38
<b>Purpose of funding:</b>	Installation of Demountable Toilet Block
<b>Alternative funding sought:</b>	Limited evidence In-kind work
<b>Support of members and general community eg letters of support or meeting minutes provided</b>	Letter of support from Yealering Progress Association No minuted support for the project from the Committee Letter requesting support to Council from President of Yealering Bowling Club
<b>Total project cost:</b>	\$13,721.00
<b>Funding requested:</b>	\$13,721.00
<b>Project budget and quotes supplied:</b>	Yes Cash quotes handwritten by committee for a number of contractors. Email quote to CEO for plumbing. Budget supplied included purchase of toilet block which does not fall into this project as Community Grants do not consider retrospective funding. In kind volunteer hours have not been added to total budget – if they had total budget for this project would be \$15,721.00.

The Lake Yealering Bowling Club currently has 18 playing members and a number of social members. Social bowls is played on weekends and the club participates in the Upper Great Southern Bowls League and participates in their pennant, league and open days. The club also hosts corporate bowls.

The Bowling Club needs to be commended on their playing greens and the facilities on offer.

The club has ongoing financial commitments: Per the CSRFF grant for the new synthetic Bowling Green, Yealering Bowling Club are required to pay the Shire of Wickepin an amount of \$7,900 per year for the following 12 years until 15 June 2026. This amount has not been taken out of the current financial balance – once paid the bank balance will be \$3,508.38.

Based on previous experience in managing building projects it is anticipated that there may be significant variation to the current estimates. The project requires more comprehensive project planning and budgeting with more accurate quotes required.

Currently it presents as an unprepared idea following the immediate availability of an inexpensive demountable toilet block on offer in town. Building permission will need to be given by Council before the project can go ahead. Environmental factors need to be considered with the leach drain running towards the lake.

This project has the potential to significantly impact on the financial viability and sustainability of the Yealering Bowling Club.

<b>Application 4</b>	<b>Wickepin Community Resource Centre</b>
<b>Purpose of Organisation</b>	Support business, economic and social development within the Shire by providing access to services, information, technology and training.
<b>Incorporated</b>	Yes
<b>Registered for GST</b>	Yes
<b>Financial information attached:</b>	Yes (Balance at 30/06/2016) \$99,692. Income minus expenditure left a year earnings of \$2,738
<b>Purpose of funding:</b>	Waive fees on the Community Centre. Wickepin Town Hall and Community Bus for community events
<b>Alternative funding sought:</b>	No CRC receives grants and sponsorships to coordinate its community events
<b>Support of members and general community eg letters of support or meeting minutes</b>	Letter of support
<b>Total project cost:</b>	\$1,938.00
<b>Funding requested:</b>	\$1,938.00
<b>Project budget and quotes supplied:</b>	Yes Project Budget

The Community Resource Centre (CRC) operates with 4 part time paid employees, 7 voluntary committee members, and volunteers at varied events. CRC has 75 paid members. Their main funding comes through the Department of Sport and Recreation. Shire currently supports in-kind covering insurance, water, fire protection, maintenance, pest control, power and cleaning. The net in-kind support in the 2016/17 financial year was \$4,939.

The Community Resource Centre supports the Shire in Community Development by organising, funding and hosting a number of smaller initiatives throughout the year. CRC also enable the community to have a Youth Affairs Council (YAC) voice. These initiatives are essential to healthy engaged communities. Approximately 160 people per month use and/or benefit from the services, events or workshops held by the CRC.

The application from the Wickepin Community Resource Centre met the criteria requesting a letter of request to CEO requesting waived fees as per the grant guidelines.

The amount requested fits within Council's general philosophy of funding 100% up to \$2000.

<b>Application 5</b>	<b>Wickepin Art &amp; Craft Association</b>
<b>Purpose of Organisation</b>	Wickepin Art & Craft hold bi-monthly meetings where members with similar craft interests engage.
<b>Incorporated</b>	Yes
<b>Registered for GST</b>	No
<b>Financial information attached:</b>	Yes (Balance as at 31/01/2017) \$2,916.48
<b>Purpose of funding:</b>	Wood Shed
<b>Alternative funding sought:</b>	No Volunteer labour for installation
<b>Support of members and general community eg letters of support or meeting minutes</b>	Minuted meeting with discussion and need for Wood Shed
<b>Total project cost:</b>	\$1099.10 exc GST
<b>Funding requested:</b>	\$699.10 exl GST
<b>Project budget and quotes supplied:</b>	Yes Budget and Quotes

The Wickepin Art & Crafts Association run their group from the Shire owned building in Joyner Street. The Association has approximately 10 regular paying members. Community members from the general public are welcome to join the fortnightly sessions. The association on occasion run workshops and these are open to the public.

Shire supports the Association in-kind with waived rental fees. The Association pays electricity bills.

During winter the Arts & Craft group uses the fireplace to heat the building as it is large and cold. They have an old water tank on the side of the building where they store the wood they purchase. This stacked wood is being stolen. They would like to purchase a small garden shed to store their wood and other incidentals in.

The amount requested fits within Council's general philosophy of funding 100% up to \$2000.

<b>Application 6</b>	<b>Harrismith Golf Club</b>
<b>Purpose of Organisation</b>	Provide golf club facilities for members of the club and community
<b>Incorporated</b>	Yes
<b>Registered for GST</b>	No
<b>Financial information attached</b>	Yes (Balance as at 12/2016) \$10,854.58 Term Deposit \$21,567.02
<b>Purpose of funding:</b>	Store Shed
<b>Alternative funding sought:</b>	No Own Cash and in-kind
<b>Support of members and general community eg letters of support or meeting minutes</b>	Minuted
<b>Total project cost:</b>	\$5782.00 incl GST
<b>Funding requested:</b>	\$3,740.00 incl GST
<b>Project budget and quotes supplied:</b>	Yes Budget and Quotes

The Harrismith Golf Club is an established club with approximately 35 members. The club receives strong support from its members and is responsible for the upkeep of the golf course and club house. The club house is used for a broad range of community events and activities including meetings, exercise, social gatherings and playgroups.

The addition of the store shed will enable other members of the community to store their equipment without cluttering the club rooms.

The amount requested is close to Council's general philosophy of funding 75% between \$2000 and \$5000. (75% of Total project costs exc GST \$5,256.36 = \$3,942.27)

<b>Application 7</b>	<b>Toolibin Tennis Club</b>
<b>Purpose of Organisation</b>	Provide tennis club facilities for members of the club and community
<b>Incorporated</b>	No
<b>Registered for GST</b>	No
<b>Financial information attached</b>	Yes (Balance as at 27/06/2106) \$3,724.12
<b>Purpose of funding:</b>	Replace engine on tennis court roller
<b>Alternative funding sought:</b>	No Discounted rate and free labour
<b>Support of members and general community eg letters of support or meeting minutes</b>	No General Discussions at tennis meetings over summer
<b>Total project cost:</b>	\$1,100 exc GST
<b>Funding requested:</b>	\$1,100 exc GST
<b>Project budget and quotes supplied:</b>	Budget and Quotes

The Toolibin Tennis Club is an established club with approximately 20 paying members. Social members and visitors frequent the club. Tennis is played competitively on Sunday through summer as part of the Dumbleyung Toolibin Tennis Association.

Toolibin Tennis courts are a clay structure (the only ones outside the metropolitan area). The courts need regular rolling (every 4 weeks) to maintain their surface for both social and competitive standards.

The club has been in discussion for some time to repair the roller. Major repairs were last carried out 30 years ago. Minor works are carried out on an ongoing program by the club. Work on the roller has been offered at a discounted rate.

The amount requested fits within Council's general philosophy of funding 100% up to \$2000.



<b>Application 8</b>	<b>Wickepin History Book Committee</b>
<b>Purpose of Organisation</b>	Document Shire of Wickepin agricultural, family and community development and to assist requests for local history information
<b>Incorporated</b>	No
<b>Registered for GST</b>	No
<b>Financial information attached</b>	Yes (Balance as at 30/12/2016) \$2,792.36
<b>Purpose of funding:</b>	Wickepin Historical Photographic Display –purchase photographic printer
<b>Alternative funding sought:</b>	No Own cash and in-kind
<b>Support of members and general community eg letters of support or meeting minutes</b>	Minutes Letter of Support
<b>Total project cost:</b>	\$3,317.36 incl GST
<b>Funding requested:</b>	\$429.00 inc GST
<b>Project budget and quotes supplied:</b>	Budget and Website Quote

Wickepin History Book Committee are a small group of 5 members who do an extraordinary amount of volunteer work with regards research and documenting the history and lives of the Shire. The group operates out of the Old Road Board Office in the Wickepin Town Hall.

They have published three local history books including 'Other Fortunate Lives'. The sale of these books is their main source of income. The books are sold through the Community Resource Centre.

They have had photographic displays over the years using scanned photos. There is an active interest in the photos they exhibit. They also have photos on loan which need to be copied and returned to the respective owners.

The group plans to have the printed photographs available and in an organised manner for ease of display and sharing when requests come through. They will be able to set up personalised displays for events held within the shire once the photos are correctly copied and catalogued.

Supporting the Wickepin History Book Committee would be beneficial to the Shire as a whole.

The amount requested fits within Council's general philosophy of funding 100% up to \$2000.

<b>Application 9</b>	<b>Yealering Playgroup</b>
<b>Purpose of Organisation</b>	Provide an opportunity for parents and children aged 0-4 years to participate in activities and interact with other children.
<b>Incorporated</b>	No affiliated with Playgroup WA
<b>Registered for GST</b>	No
<b>Financial information attached</b>	Yes (Balance as at 26/04/2017) \$787.50
<b>Purpose of funding:</b>	Playground improvement at CWA building for Playgroup
<b>Alternative funding sought:</b>	No Own cash and in-kind
<b>Support of members and general community eg letters of support or meeting minutes</b>	Minuted Letter of support
<b>Total project cost:</b>	\$4,507 inc GST
<b>Funding requested:</b>	\$3,207.00 incl GST
<b>Project budget and quotes supplied:</b>	Yes Budget and Quotes

Yealering Playgroup is a support group for local families with young children and a socialisation venue for children aged 0-4 years. The group operates from the CWA building in Dalton Street, Yealering and pays rent to Yealering Progress Association who owns the building. The Playgroup is connected to Yealering Primary School through the Home School Link which aids transition to primary school.

The group has 5 families volunteering in the running and maintenance of the premises and administration. There are 7 regular families with 10 children and another 7 families who visit intermittently. All families are registered with Playgroup WA. The group expects their numbers to increase over the next three years.

The current equipment is 25 years old and is weathered, splintered and in need of repair and/or replacement. Current equipment is suitable for ages 2-4 years old. New equipment sought by the playgroup will accommodate children 6 months+

Yealering Playgroup has planned for the installation of the playground equipment and will be undertaking ground works and landscaping.

Shire of Wickepin is in the process of auditing all playground equipment and the results of this should be available shortly.

The amount requested fits Council's general philosophy of funding 75% between \$2000 and \$5000.

## Policy Implications:

### Shire of Wickepin Policy 3.1.6 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.*

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## 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 will 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.*

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## APPLICATION PROCEDURE

*Applications for funding must be received at the Shire of Wickepin Office by 30 April 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 \$20.00 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.

## 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.

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

**Policy Implications:** Not applicable.

**Financial Implications:** Not applicable.

**Strategic Implications:**

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

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

**Recommendation:**

1. That Council place in the budget estimates the application for funding \$2,000.00 from the Yealering Progress Association.
2. That Council place in the budget estimates the application for funding \$2,120.80 from the Wickepin P&C.
3. That Council place in the budget estimates the application for funding \$769.01 from the Wickepin Art & Craft Association.
4. That Council place in the budget estimates the application for funding \$3,740.00 from the Harrismith Golf Club.
5. That Council place in the budget estimates the application for funding \$1,100.00 from the Toolibin Tennis Club.
6. That Council place in the budget estimates the application for funding \$429.00 from the Wickepin History Book Committee.
7. That Council place in the budget estimates the application for funding \$3,207.00 from the Yealering Playgroup Club.
8. That Council holds funding the project pending a more detailed assessment of the scope of work required and a thorough budget to be presented.
9. That Council place in the budget estimates the application for funding \$1,938.00 from the Community Resource Centre.

**Voting Requirements:** Simple majority.

4.39pm – DCEO Natalie Manton departed the Chambers.

4.40pm – DCEO Natalie Manton entered the Chambers.

4.40pm – CDO Lee Parker entered the Chambers.

### **Resolution No 170517-09**

#### **Moved Cr Hinkley / Seconded Cr Astbury**

1. That Council place in the budget estimates the application for funding \$2,000.00 from the Yealering Progress Association.
2. That Council place in the budget estimates the application for funding \$2,120.80 from the Wickepin P&C.
3. That Council place in the budget estimates the application for funding \$769.01 from the Wickepin Art & Craft Association.
4. That Council place in the budget estimates the application for funding \$1,100.00 from the Toolibin Tennis Club.
5. That Council place in the budget estimates the application for funding \$429.00 from the Wickepin History Book Committee.
6. That Council place in the budget estimates the application for funding \$3,207.00 from the Yealering Playgroup Club.

**Carried 7/0**

4.43pm – Cr Wes Asbury departed the Chambers due to declaring an impartiality interest; Wife is a member of the Harrismith Golf Club committee.

### **Resolution No 170517-10**

#### **Moved Cr Lang / Seconded Cr Hinkley**

That Council place in the budget estimates the application for funding \$3,740.00 from the Harrismith Golf Club.

**Carried 6/0**

4.44pm - Cr Wes Astbury entered the Chambers.

4.44pm – Cr Fran Allan departed the Chambers due to declaring a Financial interest; Treasurer and Secretary of the Lake Yealering Bowling Club.

### **Resolution No 170517-11**

#### **Moved Cr Russell / Seconded Cr Hinkley**

That Council place in the budget estimates the application for funding \$6,860.00 from the Lake Yealering Bowling Club.

**Carried 6/0**

5.10pm - Cr Fran Allan returned to the Chambers.

5.10pm – Cr Grayden Lang departed the Chambers due to declaring an impartiality interest; Member of the Community Resource Centre Committee.

5.10pm – Cr Julie Russell departed the Chambers due to declaring a financial interest; Member of the Community Resource Centre Committee.

Cr Wes Astbury took the Chair in the absence of the President Julie Russell.

### **Resolution No 170517-12**

#### **Moved Cr Martin / Seconded Cr Easton**

That Council place in the budget estimates the application for funding \$1,938.00 from the Community Resource Centre.

**Carried 5/0**

*The resolution differed to the officer's recommendation as Council felt some of the items should be dealt with separately. With resolution number 170517-11 Council decided to fund 50% of the project and put the amount in the resolution.*

Governance, Audit and Community Services


## 10.2.05 – Community Resource Centre 2017/2018 Budget

**Submission To:** Ordinary Council  
**Location / Address:** Wickepin Community Resource Centre  
**Name of Applicant:** Wickepin Community Resource Centre  
**File Reference:** FM.BU.1208  
**Author:** Mark J Hook, Chief Executive Officer  
**Disclosure of any Interest:** Nil  
**Date of Report:** 08 May 2017

**Enclosure / Attachment:** Nil

### Background:

Council has received the following letter of request from the Wickepin Community Resource Centre for the 2017/2018 Budget Allocations.

		<p><b>Wickepin</b>  <b>Community Resource Centre</b>  <i>Your local connection</i>          24 Wogolin Road, Wickepin WA 6370          P: 08 9888 1500 F: 08 9888 1588          E: wickepintc@westnet.com.au</p>									
<p>Mr Mark Hook          Chief Executive Officer          Shire of Wickepin          PO Box 19          WICKEPIN WA 6370</p>		<table border="1"> <tr> <td colspan="2">SHIRE OF WICKEPIN</td> </tr> <tr> <td>DATE RECEIVED:</td> <td>03 May 2017</td> </tr> <tr> <td>FILL NO:</td> <td>FM-BU-1208</td> </tr> <tr> <td>TO:</td> <td>CEO</td> </tr> </table>		SHIRE OF WICKEPIN		DATE RECEIVED:	03 May 2017	FILL NO:	FM-BU-1208	TO:	CEO
SHIRE OF WICKEPIN											
DATE RECEIVED:	03 May 2017										
FILL NO:	FM-BU-1208										
TO:	CEO										
<p>Dear Mark</p> <p style="text-align: center;"><b>Budget for 2017/2018</b></p> <p>Please consider the following items for inclusion in Council's 2017/2018 budget.</p> <p><b>Provision of Library Services</b></p> <p>The Wickepin Public Library is still experiencing an increase in patronage and membership coming into the library. We have recorded a higher turnover of stock with normal issues, returns, local book clubs and also requests from other libraries. We contribute this increase to new families moving to the Shire, constantly changing themed library windows, Better Beginnings Programs and Story Time at the library and local Play Group. Advertising will be placed in the Watershed News with information and lists of books available. We will as always, provide high quality service to all patrons of the library and Community Resource Centre.</p> <p>Providing library services and administration of the Wickepin Public Library includes:</p> <ul style="list-style-type: none"> <li>▪ Readers book requests (approx. 31 per month), including:             <ul style="list-style-type: none"> <li>✓ Searching SLWA catalogue for the item</li> <li>✓ Ordering the item from other libraries through VDX (Virtual Document Exchange) system</li> <li>✓ Tracking of requests from other libraries on VDX</li> <li>✓ Tracking of items ordered through VDX</li> <li>✓ Receipt of the item</li> <li>✓ Acknowledging receipt of book from other library through VDX</li> </ul> </li> </ul> <p>Proudly supported by</p>											





## Wickepin Community Resource Centre

*Your local connection*

24 Wogolin Road, Wickepin WA 6370

**P:** 08 9888 1500 **F:** 08 9888 1588

**E:** wickepintc@westnet.com.au

- ✓ Contacting the Library member upon receipt of item
- ✓ Issuing item to user
- ✓ Receipt of item upon return
- ✓ Forwarding item back to issuing library

- Issue and return of library items
- Placing library items on shelves
- Assisting Library users to locate literature
- Assisting Library users to locate research materials
- Assisting Library users to find book reviews
- Regular sorting and cleaning of Library shelves
- Processing of book exchange every month
- Window displays regarding or involving library items
- Promoting the usage of the Library
- Regular articles in the Watershed News
- Issuing overdue notices and following up on overdue items
- Maintaining statistics for LISWA
- Maintaining & Training on VDX
- Better Beginnings – Family Literacy Program
- Sing with Me – Better Beginnings Pilot Program
- Purchase of new books for Local Stock
- Sourcing Authors to visit the Library
- Sourcing software upgrades & training

The estimated annual cost involved in providing the library service is:

- 8 hours per week @ average CRC Wage \$24.00 + oncosts 10% x 48 weeks =  
\$ 10137.60

**Total Library Funding sought: \$10137.60**



24 Wogolin Road, Wickepin WA 6370

P: 08 9888 1500 F: 08 9888 1588

E: wickepintc@westnet.com.au

The Wickepin Community Resource Centre Inc. is a source of information and assistance to members of the Wickepin community. Unfortunately this information and assistance is often not a service for which a specific charge can be applied.

The Shire has supported the CRC since it commenced operations and the support received has been appreciated and highly valued as well as beneficial to both the CRC and the community.

Please find the following items for consideration for inclusion in Councils 2017/2018 budget.

#### Provision of Services and Information to the community

This includes:

- Running of workshops to provide community members with access to information that is not otherwise available in Wickepin, for example Basic computer workshops.
- Running of events which often do not cover the costs, engaging community members with social and interactive activities, for example Community Markets and Youth Days.
- General information regarding grants and funding.
- Sought and assist in writing grants for community groups.
- Information regarding potential business ventures.
- Referrals to government and other agencies.
- Assistance with information regarding Health and Safety, insurance and employment issues.
- Job vacancies, job search information and career guidance.
- Provision of forms including Seniors Card application, AEC enrolment forms, Medicare forms, etc.
- Providing assistance to individuals to complete forms.
- Access to the CSC when CSC coordinator is not available.
- "Welcome to Wickepin Pack".
- Production of Community Telephone Book (including Business Directory).
- Better Beginnings – delivering packs to the 2 Shire schools for Kindy students.
- Room Hire for visiting professionals.
- Online community information – community sporting, art & craft and social groups.
- Community E-Newsletter quarterly.



# Wickepin Community Resource Centre

*Your local connection*

24 Wogolin Road, Wickepin WA 6370

P: 08 9888 1500 F: 08 9888 1588

E: [wickepintc@westnet.com.au](mailto:wickepintc@westnet.com.au)

## Contact Point for:

- ✓ Watershed News
  - Receiving advertisements and articles – faxes, emails and numerous telephone calls.
  - Providing of information to customers, such as cost and publication dates and times of the Watershed.
  - Taking payment for advertisements on behalf of the Watershed.
  - Provide computer assistance when needed.
- ✓ Albert Facey Homestead
- ✓ Coffee Stop
- ✓ ECU Exam Supervision
- ✓ Cedar Homes
- ✓ TR Homes
- ✓ Visitor Information
  - Provision of Visitor Information.
  - Handling Visitor queries.
- ✓ Westlink
- ✓ Job Search Agencies
  - Hotham Personnel
  - Directions – Workforce Development
- ✓ Child Car Restraint Access Point
  - We have an employee registered as ‘Type 1’ Child Car Restraint Fitters.
- ✓ Local History Contact Point
- ✓ Training Referral Point - TAFE



Wickepin

## Community Resource Centre

*Your local connection*

24 Wogolin Road, Wickepin WA 6370

P: 08 9888 1500 F: 08 9888 1588

E: wickepintc@westnet.com.au

- ✓ St. John Ambulance
  - Contact point for the Wickepin sub-centre to collect names and details for people interested in attending First Aid Courses.
- ✓ Wickepin Youth Advisory Council (YAC)
  - In kind contributions, including printing, photocopying, computer use.
  - Internet use for YAC members volunteering time.
  - Window display area specifically for YAC use.

### Community Support Centre

The Wickepin Community Support Centre (CSC), which is incorporated in the Wickepin Community Resource Centre Inc, fulfils a specific role in regards to volunteering and general Community support mostly through events and coordinated groups. Volunteers are vital to the community and the CSC provides support and information to volunteers and community groups. All services offered by the CSC are aimed at helping to ease the pressure of our hardworking volunteers.

#### Services include:

- Enable individual volunteers to access information from one source regarding volunteer opportunities, support, training and resources.
- Offer a direct introduction to volunteer organisations needing volunteers, overcoming barriers such as self-confidence, communication difficulties or confusion as to what is available.
- Assisting community groups to locate volunteers and assist with event management.
- General information regarding community grants and funding.
- Registration & Referral Service.
- Free laptop, computer use for volunteer organisations.
- Hosting Volunteer Thank You Day.
- Promoting Volunteering through National Volunteer Week.
- Providing a venue for volunteer organisations to hold meetings and/or perform their volunteer duties if they do not have their own venue.



Wickepin

**Community Resource Centre***Your local connection*

24 Wogolin Road, Wickepin WA 6370

P: 08 9888 1500 F: 08 9888 1588

E: wickepintc@westnet.com.au

The estimated general contribution requested for the above services is:

Salary subsidy \$5000.00

**Building Maintenance**

- Building Maintenance as per our Lease.
- 

The Wickepin CRC Staff and Management Committee would like to thank you for your support and assistance over the previous years and look forward to your continued support over the coming year.

Yours sincerely

CRC Coordinator

**Amanda Heaney**

Chairman

**Jackie O'Neill**



# Wickepin Community Resource Centre

*Your local connection*

24 Wogolin Road, Wickepin WA 6370

**P:** 08 9888 1500 **F:** 08 9888 1588

**E:** [wickepintc@westnet.com.au](mailto:wickepintc@westnet.com.au)

## Finance Summary

### Summary

#### **Library**

Administration	\$ 10137.60
SLWA Conference & Regional Meeting	\$ 1200.00

<b>Total</b>	<b>(Approx.)</b>	<b>\$11337.60</b> (excl GST)
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#### **Contact Point and Provision of Services & Information**

Salary subsidy	\$5000.00
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<b>Total</b>	<b>\$5000.00</b> (excl GST)
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<b>Total Requested</b>	<b>\$ 16337.60</b> (excl GST)
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**Comment:**

The Shire of Wickepin has supported the Wickepin Community Resource Centre since its inception.

The Actual and Budgeted figures for the 2016/2017 financial year are as follows:

	<b>Budget 2016/2017</b>	<b>ACTUALS</b>	<b>BUDGET</b>
	<b>OPERATING EXPENDITURE</b>	<b>8/05/2017</b>	<b>2016/2017</b>
<b>5142</b>	<b>Other Expenses - Community Resource Centre</b>		
	Insurance		60
	Community Centre Operation Subsidy	8636.36	9,500
	Operation of Library Service	23181.82	25,500
	Lost Library Books	255.00	200
	Freight Inter Library Loans	583.27	500
		<b>32,656.45</b>	<b>35,560</b>

Cleaners and the Minor Maintenance for the Community Resource Centre Building is part of the signed lease agreements and are paid for by the Wickepin Community Resource Centre.

Following is an extract from the lease agreement:

#### 4.2 Maintenance, Repairs & Painting

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The Lessee is to keep and maintain the premises (other than capital items i.e. carpet, painting where there is an instance of general wear and tear) in the condition presented to the Lessee. The Lessee is to maintain every part of the Premises and all additions to the Premises and all lighting and electrical installations and all drainage and all other fixtures and fittings in good repair to a standard acceptable to the Lessor and Lessee.

#### 4.3 Cleaning

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At the Lessee's own expense during the Term at all times to keep and maintain the Premises clean, drained, free from rubbish, refuse and disused material of any kind and in good and sanitary condition to a standard acceptable to the Lessor.

The current total amount requested by the Wickepin Community Resource Centre for the 2017/2018 financial year is:

■ Operation of Library	\$11,337.60
■ Salary Subsidy	\$5,000

**TOTAL** **\$16,337.60**

This amount is \$19,332.40 less than budgeted for in the 2016/2017 budget estimates of \$35,760.

Community Resource Centre's are not-for-profit organisations that are independently owned and operated by their local community.

The Wickepin CRC currently provides a great range of services to the local Wickepin Community and should be supported as in previous years.

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

6.2. *Local government to prepare annual budget*

(4) *The annual budget is to incorporate —*

(a) *particulars of the estimated expenditure proposed to be incurred by the local government;*

**Policy Implications:** No Policy found

**Financial Implications:** Budget Estimate of \$16,400 for support to the CRC for salaries and running Council's Library services.

**Strategic Implications:** Does not appear in Council's Strategic Plan 2012/2022

**Summary:**

Council is being requested to support the Wickepin Community Resource Centre by providing a monetary level of support for the 2017/2018 financial year.

■ Operation of Library	\$11,400
■ Salary Subsidy	\$5,000

**TOTAL** **\$16,400**

**Recommendation:**

That Council places the following items in the 2017/2018 budget allocation in the form of financial support to the Wickepin Community Centre for the 2017/2018 financial year.

■ Operation of Library	\$11,400 GST Exclusive
■ Salary Subsidy	\$5,000 GST Exclusive

**TOTAL** **\$16,400 GST Exclusive**

**Voting Requirements:** Simple majority



**Resolution No 170517-13****Moved Cr Martin / Seconded Cr Easton**

That Council places the following items in the 2017/2018 budget allocation in the form of financial support to the Wickepin Community Centre for the 2017/2018 financial year.

- Operation of Library           \$11,400 GST Exclusive
- Salary Subsidy                 \$5,000 GST Exclusive

**TOTAL                               \$16,400 GST Exclusive**

**Carried 5/0**

*5.20pm – Julie Russell returned to the Chambers.*

*5.20pm – Grayden Lang returned to the Chambers.*

*5.21pm – CDO Lee Parker departed the Chambers.*

Governance, Audit and Community Services

## 10.2.06 – Tincurrin Hall Community Consultation - 2017

<b>Submission To:</b>	Ordinary Council
<b>Location / Address:</b>	Tincurrin Hall Vested Reserve 18104, Tincurrin LOT 7
<b>Name of Applicant:</b>	Mark J Hook Chief Executive Officer
<b>File Reference:</b>	CP.MAI.569 / CP.A&D.501
<b>Author:</b>	Mark J Hook Chief Executive Officer
<b>Disclosure of any Interest:</b>	Nil
<b>Date of Report:</b>	10 May 2017

**Enclosure / Attachment:** Nil

### Background:

At the Ordinary meeting of Council held on the 19 April 2017 Council passed the following resolution:

### Resolution No 190417-13

That Council consult with the Tincurrin Community on any proposal to offer the Tincurrin Hall for demolition, sale, or removal from its current site.

### Comment:

The CEO has finalised the consultation documents and are listed below for Councils comments.

If accepted by Council the letter and comment form will be sent out to the Tincurrin community for comment and return by the 30 June 2017.

Dear Sir / Madam

#### **COUNCIL SEEKS COMMENTS ON THE TINCURRIN HALL**

*The Shire of Wickepin is in receipt of an offer for the sale and removal of the Tincurrin Hall from its present site, Vested Reserve 18104, Tincurrin LOT 7.*

*Prior to making any decision on the Tincurrin Hall the Shire of Wickepin is writing directly to the community seeking comments on the future of the Tincurrin Hall.*

*A comment form has been enclosed so that you can provide your comments and views regarding the Tincurrin Hall. Please provide your comments in writing **prior to 4:00pm Friday 30 June 2017***

*Please forward the completed comment form to:*

*Chief Executive Officer  
Shire of Wickepin  
PO Box 19  
WICKEPIN WA 63704*

*Alternatively you can email comments to [admin@wickepin.wa.gov.au](mailto:admin@wickepin.wa.gov.au)*

*Should you have any queries in relation to the application please do not hesitate to contact Mr Mark Hook at the Shire of Wickepin on 08 9888 1005*

*Yours Sincerely*

**Mark J Hook**  
**Chief Executive officer**



## COMMENT FORM

**Location: Tincurrin Hall Vested Reserve 18104 for Agricultural Hall, vested 15/06/1966, Tincurrin LOT 7.**

### Back ground

*At its Ordinary Meeting of Council held on the 19 April 2017, the Shire of Wickepin passed a resolution authorizing the Chief Executive Officer to undertake Community Consultation prior to making any decision on the future of the Tincurrin Hall.*

*The Tincurrin Hall is in a state of disrepair and requires an investment of approximately \$175,000 and \$200,000 to bring the hall up to current Public Building Standards.*

*In 2015 the Shire of Wickepin surveyed local community members on the future needs of its halls. The Shire of Wickepin received 77 responses representing 10% of the population.*

*Following is a summary of the received comments regarding the Tincurrin Hall.*

- The safety of the halls was generally considered to be very safe although 9 of the respondents considered the Tincurrin Hall to be very to extremely unsafe.*
- The maintenance of the halls was generally regarded as good. A higher proportion of respondents regarded the maintenance of the Tincurrin Harrismith halls to be poor to very poor.*
- Comments regarding future improvements to the Tincurrin Hall varied and ranged from doing nothing to completely rebuilding the hall. The majority of responses suggested that something should be done in the next 1-4 years.*
- The majority of responses regarded the Wickepin, Yealering and Harrismith Halls as still being needed by the community with opinions divided 50% for and 50% against the need for the Tincurrin Hall.*
- The future of the Tincurrin hall was a vexed question for survey participants with responses ranging from maintain in current state to demolish the hall.*

*The Shire of Wickepin has received an offer for the sale and removal of the Tincurrin Hall but prior to making any decision on the fate of the Tincurrin Hall the Shire of Wickepin is writing directly to the community seeking any comments on the future of the Tincurrin Hall.*

Name: \_\_\_\_\_

Postal Address: \_\_\_\_\_

Phone Number: \_\_\_\_

**COMMENTS:**

*I would like to see the Tincurrin Hall:*

- Upgraded at a cost of \$175,000 to 200,000*
- Sold privately*
- Sold by public tender*
- Sold by public tender but kept in the Tincurrin area*
- Left in its current state for historical purposes*

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**Policy Implications:** Nil

**Financial Implications:** Cost of mail out under \$100

**Strategic Implications:** Nil

**Summary:**

Council is being requested to adopt the Tincurrin Community consultation form and forward the letter and comments form to the Tincurrin community.

**Recommendation:**

That Council adopts the Chief Executive Officer Tincurrin Hall comments form as listed in the agenda and forward the comment form to the Tincurrin Community and relevant persons.

**Voting Requirements:** Simple majority

**Resolution No 170517-14**

**Moved Cr Hinkley / Seconded Cr Allan**

That Council adopts the Chief Executive Officer Tincurrin Hall comments form as listed in the agenda with the following amendments to the comment form and forward the comment form to the Tincurrin Community and relevant persons:

- Remove the check box 'Left in its current state for historical purposes'; and
- Add in an 'Other' check box.

**Carried 6/1**

*The resolution differed to the officer's recommendation as Council felt that some changes to the 'comments' section of the comment form needed to be made.*

Governance, Audit and Community Services

### 10.2.07 – Subdivision Lot No 6109, Tincurrin

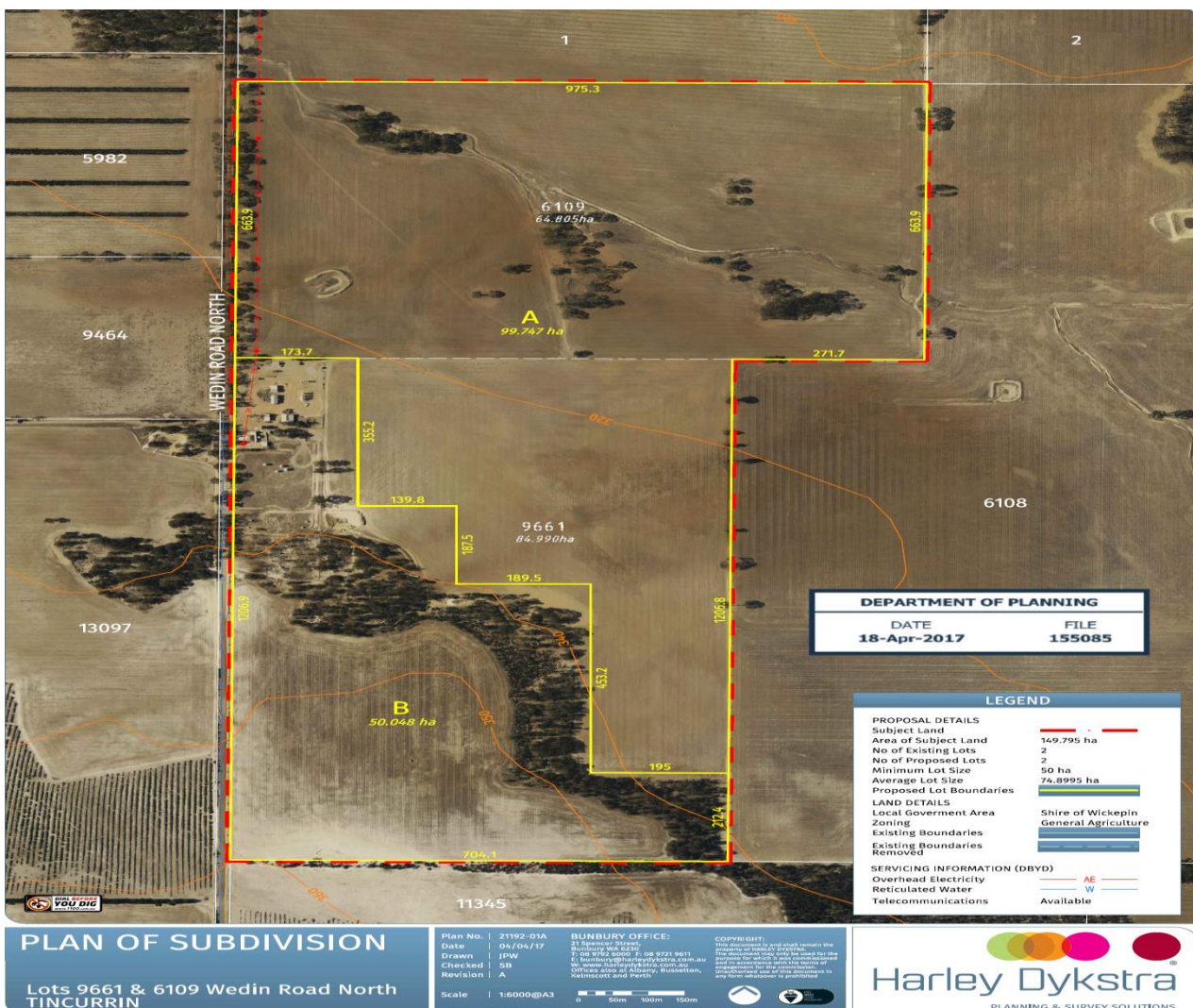
**Submission To:** Ordinary Council  
**Location / Address:** Lot No 6109 Tincurrin  
**Name of Applicant:** Western Australian Planning Commission  
**File Reference:** LP.SBD.1704  
**Author:** Mark J Hook, Chief Executive Officer  
**Disclosure of any Interest:** Nil  
**Date of Report:** 4 May 2017

**Enclosure / Attachment:**

1. WAPC Letter Ref 155085
2. Location Plan
3. Harley Dykstra application to WAPC
4. WAPC E lodgement forms ID: 2017-207699
5. Harley Dykstra Plan of Subdivision
6. Certificate of Title Volume 1436 Folio 546 and Volume 1148 Folio 349

**Background:**

Council has received the attached letter from the Western Australian Planning Commission reference number 155085 requesting comment on the subdivision Lot No 6109 No street address available Tincurrin.



**Comment:**

The proposal simply seeks to adjust the boundary between Lot 6109 and 9661 to better reflect the features of the land. The existing southern boundary of Lot 6109 is proposed to be moved further south adjacent to existing vegetation which is located central to Lot 9661 and overall allows for better farm management. As shown on the Plan of Subdivision, the proposed subdivision will result in the creation of Lot A (99.7ha) and Lot B (50.0ha). Proposed Lot B will maintain the existing rural infrastructure, including existing services. Lot B will maintain an existing aerial power connection.

As per Western Power's Policy, no changes will be required for the existing power connection. Both proposed lots will continue to be used for rural purposes, as per its existing 'General Agriculture' zoning.

Lots 6109 and 9661 are both partially within a 'bushfire prone area' as indicated on the Department of Fire and Emergency Services mapping. However, due to the nature of the proposal there is no need for any further bushfire management inputs. It is also noted in this regard that large portions of the property are outside of bushfire prone areas as indicated on the Department of Fire and Emergency Services mapping and therefore any future development on the site can easily be located away from bushfire hazards.

The proposal has also been forwarded to the following Government Departments for comments:

1. Department of Mines and Petroleum
2. Department of Parks and Wildlife
3. Water Corporation
4. Western Power

The Chief Executive Officer cannot see any issues with the proposed subdivision and Council should only impose condition B1 from the WAPC Model Subdivision Conditions Schedule May 2016 as follows.

New Code	Building and Use Condition	Related Code	Summary	Situation	Policy Link
B1	All buildings and effluent disposal systems having the necessary clearance from the new boundaries as required under the relevant legislation including the Local Planning Scheme and Building Regulations of Australia. (Local Government)	Ba1	Boundary and effluent disposal clearance	On local government advice, where changes have the potential to impact on setbacks of existing dwellings, and there may be existing effluent disposal systems on site.	SPP 3.1 Residential Design Codes

**Statutory Environment:**

*Planning and Development Act 2005*

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

*Shire of Wickepin TPS 4*

*Local Government Act 1995*

*Model subdivision conditions WAPC Schedule*

**Policy Implications:** Not applicable.

**Financial Implications:** No Costs to Council

**Strategic Implications:** Not Applicable

**Summary:**

Council is being requested to advise the WAPC by the 1<sup>st</sup> June 2017 if they would like any conditions imposed on the Subdivision or make any comments on the proposed subdivision Western Australian Planning Commission reference number 155085 – Lot 6109, (no Street Address Available) Tincurrin.

**Recommendation:**

That Council advise the WAPC that it is in favour with the proposed subdivision reference number 155085 – Lot 6109, (no Street Address Available) Tincurrin, and that Council impose condition B1 from the WAPC Model Subdivision Conditions Schedule May 2016

New Code	Building and Use Condition	Related Code	Summary	Situation	Policy Link
B1	All buildings and effluent disposal systems having the necessary clearance from the new boundaries as required under the relevant legislation including the Local Planning Scheme and Building Regulations of Australia. (Local Government)	Ba1	Boundary and effluent disposal clearance	On local government advice, where changes have the potential to impact on setbacks of existing dwellings, and there may be existing effluent disposal systems on site.	SPP 3.1 Residential Design Codes

**Voting Requirements:** Simple majority

**Resolution No 170517-14**

**Moved Cr Astbury / Seconded Cr Easton**

That Council advise the WAPC that it is in favour with the proposed subdivision reference number 155085 – Lot 6109, (no Street Address Available) Tincurrin, and that Council impose condition B1 from the WAPC Model Subdivision Conditions Schedule May 2016

New Code	Building and Use Condition	Related Code	Summary	Situation	Policy Link
B1	All buildings and effluent disposal systems having the necessary clearance from the new boundaries as required under the relevant legislation including the Local Planning Scheme and Building Regulations of Australia. (Local Government)	Ba1	Boundary and effluent disposal clearance	On local government advice, where changes have the potential to impact on setbacks of existing dwellings, and there may be existing effluent disposal systems on site.	SPP 3.1 Residential Design Codes

**Carried 7/0**



## 11. President's Report

A big thank you to all concerned with the organisation, contribution and running of the annual Commemorative ANZAC Day Service on Tuesday 25<sup>th</sup> April. Of special mention and thanks are the guest speaker, Vietnam Veteran John Duckworth; students from both Wickepin Primary School, Aleeha Bushby, and Yealering Primary School, Georgia Hill and Ty Littlejohn, who each presented a reading; David Koppers who travelled from the city to play the "Last Post"; Murray Lang who read "The Ode" and Colin Plumb who was in charge of the Flag Raising. A wonderful attendance and lovely morning tea, supplied by the community, was enjoyed by all, thank you.

On Friday 28<sup>th</sup> April I attended the Central Country Zone meeting at Quairading with DCEO, Nat Manton. Passing through Yealering, it was wonderful to see the caravan park full with caravans and RV's from Busselton enjoying the lakeside views and amenities, and the hospitality of Yealering. Zone meetings are always interesting, commencing with a presentation by the Shire President of the Shire of Quairading, their history, current programmes and future outlook. Aside from the business of the agenda, special guests were Federal Member for O'Connor Rick Wilson, and Nationals WA Leader Mia Davies. Rick enlightened us all on the topics of FAGS Grants, Roads to Recovery, WANDRRA, NBN Rollout and mobile phone blackspots. Mia was mainly centred on the upcoming State Budget, and holding the new government to account, and was questioned regarding the Vehicle Licence Concession and Stamp Duty removal. Following the meeting the CEO Graeme Fardon conducted a small tour of the town, showing us their revitalised Caravan Park, Swimming Pool, Aged Care accommodation and residential housing lots that are in their New Estate.

Saturday 29<sup>th</sup> April I attended the opening of the CANWA Bird Park project at Wickepin Railway Park. A great attendance and a lovely precinct for relaxation along the walk trail.

Congratulations are extended to all recipients of a Community Service Award at the Volunteer Sundowner on Friday 12<sup>th</sup> May. Volunteers are the Hubs of our Communities, and are certainly very much appreciated.

The Dryandra Art, Food and Wine trail, and Street Stall Markets, held over the weekend of 13<sup>th</sup> & 14<sup>th</sup> May gave Wickepin's Town Hall and main street a very lively atmosphere and well done to all who were involved in the running of those events.

**Resolution No 150217-17**  
**Moved Cr Martin / Seconded Cr Hinkley**

That Council endorse the Presidents Report dated 17 May 2017.

**Carried 7/0**

Council

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

<b>Submission To:</b>	Ordinary Council
<b>Location / Address:</b>	Whole Shire
<b>Name of Applicant:</b>	Mark Hook, Chief Executive Officer
<b>File Reference:</b>	CM.REP.2
<b>Author:</b>	Mark Hook, Chief Executive Officer
<b>Disclosure of Any Interest:</b>	Nil
<b>Date of Report:</b>	4 May 2017

**Wheatbelt South Aged Housing Alliance**

As requested by the Lifestyle Retirement Committee the CEO had organised a bus trip on the 5<sup>th</sup> April 2017 to look at other Aged Accommodation Units in the region unfortunately this had to be cancelled due to low numbers attending.

**WK2433 – Light Rubbish Truck**

As advised by email on the 23/03/2017 the old rubbish truck WK2433 has been in an accident and was turned over onto its side on the 22/3/2017. At this stage we still have not heard if the vehicle is a write off. The CEO has requested LGIS to give this matter some urgency.

**Wickepin Saleyards – Quotes Hand Rails**

The Chief Executive Officer has contacted Dan Turner regarding the length of time forwarding the design and specifications for the hand rails at the Wickepin Saleyards. Dan has advised that he will finalise the designs and specifications as soon as possible.

**WANDRRA – Flood Damage**

The Chief Executive Officer is still dealing with the WANDRRA claims and will be commencing the claims for the opening up of the flood damaged roads by the end of May 2017. Tenders are being prepared for the WANDRRA damages as the aggregate amount is above the \$150,000 tender threshold. The Total damage amount is as follows:

Wickepin Harrismith	Gravel shoulder material eroded away.	Replace with cement stabilized compacted gravel	\$ 23,147.00
	Serious safety issue to traffic.	Reinstate drainage and remove debris	
	Prefabricated headwall fallen off pipe.	Reinstate Headwall	
	Culvert and table drain silted up and blocked	Excavate	
Wogolin South Road	Gravel surface washed away Bad rutting	Regrade to remove sand and silt. Gravel sheet.	
	Double box culvert badly eroded. Wing wall	Replace lost gravel with cement stabilized gravel	
	broken off.	Reconstruct Floodway	\$ 97,625.00
Brown Road	Culvert exposed. Half road eroded away	Reinstate embankments with cement stabilized gravel. Rock pitch embankments.	
		Gravel sheet road surface	\$ 38,186.00

Ross Road	Culvert eroded. Road surface washed away	Repair culvert. Re instate gravel roadway and	
	Dangerous for traffic.	cement stabilize embankments.	\$ 4,400.00
Fleay Road	Culverts badly eroded. Headwall damage	Repair headwalls gravel sheet areas	\$ 7,240.00
Lakes Road	Culvert damage and loss of gravel.	Replace culvert. Resheet areas clean drains	\$ 14,000.00
	Rutting and silted table drains	clean out drains and culverts	
Beatie Road	Severe loss of gravel surface	Road impassable. Gravel sheet	\$ 11,500.00
Toolibin South road	Severe loss of gravel surface	Gravel sheet affected areas	\$ 22,300.00
	Rutting and silted table drains	Clean out drains and culverts	
Toolibin North Road	Culvert H/walls and pipes damaged	Install pipes and headwalls	\$ 11,100.00
Malyalling Road	Floodway repairs	Grade road to make safe	\$ 1,200.00
Canal Road	Loss of road surface Debris and ruts	Some gravel sheeting .Grading to make safe	\$ 14,830.00

**TOTAL \$245,528,**

Council must cover the first 25% of the Western Australia Natural Disaster Relief & Recovery Arrangements (WANDRRA) limit of each local government's contribution (per WANDRRA event) for financial Year 2016-17 for the shire of Wickepin this figure is \$153,400.

So council will need to Budget for the following in the 216/2017 Budget Estimates:

Total Expenses for flood damage	\$ 245,528
Total reimbursement from WANDRRA	\$207,178
<b>Cost to Council 25% \$153,400</b>	<b>\$38,350</b>

The number of Councils recognised for the purposes of the Western Australia Natural Disaster Relief and Recovery Arrangements (WANDRRA) totals 138.

Council has received the following advice on the 9<sup>th</sup> May 2017 in relation to the use of its own Labor and plant and equipment.

***Day Labour, Plant and equipment exemption approved - 9 May 2017***

*The Commonwealth Government has approved the temporary exemption allowing Western Australia to seek reimbursement for the use of local government labour, plant and equipment when rebuilding damaged public assets.*

*Following the Flooding in Western Australia event, the OEM had requested an exemption to the standing day labour provisions to allow local governments to seek assistance to fund their own workforce when undertaking disaster reconstructions works on local government-owned assets. With this exemption, comes the assurance that the use of local governments will be better value than engaging external contractors. The Commonwealth Government extended the exemption to also include reimbursement for plant and equipment.*

**Royalties for Regions - Wheatbelt Community Chest Fund**

The CEO has signed the Wheatbelt Community Chest Fund agreement for the supply and installation of six strength training machines, a refill water station, recreational seating and solar street lights to add to equipment purchased through creating Age Friendly Communities Project. The grant is to create a Health Community Precinct in the town of Wickepin.

The Grant agreement is for \$28,540.50 with Councils contribution being Cash \$6,685.50 and in-kind works of \$6,829.00, giving a total project cost of \$42,055.

### **Telstra -Community Consultation Plan**

Council has received an Invitation to comment on a Draft Consultation Plan for the Proposed Mobile Phone Base Station (Colocation on existing Telstra Guyed Mast) located at 3 Connor Street, Yealering WA 6372 (Lot 134 on Deposited Plan 174617). The Mobile Phone Base Station Deployment Code C564:2011 provides the framework for Councils and communities to be informed, consulted and engaged in relation to the deployment of mobile phone infrastructure. The draft consultation plan included a description of the proposed facility. It is considered to be a Low Impact Facility in accordance with the Telecommunications (Low-impact Facilities) Determination 1997. The Code requires Telstra to invite Council to comment on:

- the suitability of the draft consultation plan for this community;
- whether there are any additional key stakeholders who should be included as Interested and Affected Parties; and
- whether there are any significant events within the community that the Carrier should be aware of
- In developing the draft consultation plan.

Council had to provide written feedback on the draft consultation plan within 10 business days by Friday, 19 May 2017 (in accordance with section 6.5.4). The CEO submitted the following feedback to Adam Wood of Visionstream Pty Ltd at: [adam.wood@visionstream.com.au](mailto:adam.wood@visionstream.com.au).

That the Shire of Wickepin is happy with the draft proposed consultation plan for the Proposed Mobile Phone Base Station (Colocation on existing Telstra Guyed Mast) located at 3 Connor Street, Yealering WA 6372 (Lot 134 on Deposited Plan 174617)



### **Shire of Wickepin Strategic Plan**

It is time again to start the process for the update of the Shire of Wickepin Strategic Plan 2012-2022. The CEO will be requesting quotes from suitable firms to undertake this process in compliance with the Department of Local Government Integrated Planning and Reporting framework. All local governments are required to plan for the future of their district under Section 5.56 (1) of the Local Government Act 1995. Regulations under Section 5.56(2) of the Act outline the minimum requirements to achieve this.

The minimum requirement of the plan for the future is the development of:

- A Strategic Community Plan; and
- A Corporate Business Plan.

There are also separate provisions regulating the Annual Budget and Annual Report.

Following is an extract from the Department Website regarding Integrated Planning.

*Integrated planning and reporting gives local governments a framework for establishing local priorities and to link this information to operational functions. Three major parties are involved in the development of an integrated plan: the local government administration, the Council and the community. Each party has a unique role and responsibilities for effective and sustainable integrated planning and reporting, with the Local Government (Administration) Regulations 1996 requiring each local government to adopt a Strategic Community Plan and a Corporate Business Plan.*

*A successful integrated planning and reporting process will deliver the following outcomes:*

- *a Strategic Community Plan that clearly links the community's aspirations with the Council's vision and long term strategy*
- *a Corporate Business Plan that integrates resourcing plans and specific council plans with the Strategic Community Plan, and*
- *a clearly stated vision for the future viability of the local government area.*

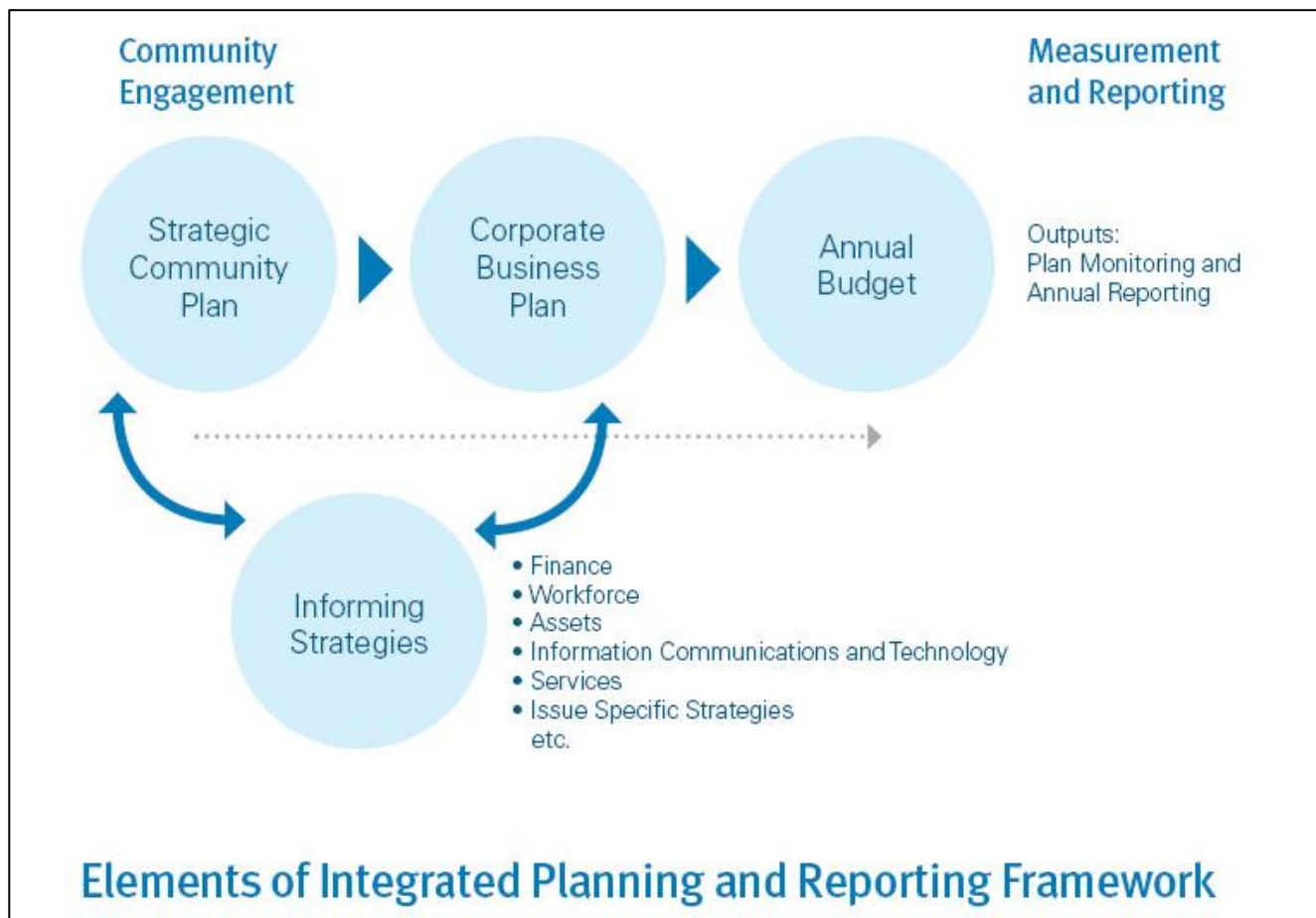
*The Integrated Planning and Reporting Framework and Guidelines have been developed as part of the State Government's Local Government Reform Program. They reflect a nationally consistent approach to integrated planning as expressed by the Council of Australian Governments' Local Government Planning Ministers' Council.*

*The Framework:*

- *recognises that planning for a local government is holistic in nature and driven by the community*
- *builds organisational and resource capability to meet community need*
- *optimises success by understanding the integration and interdependencies between the components,*
- *and emphasises performance monitoring so that local governments can adapt and respond to changes in community needs and the business environment.*

*The Framework and Guidelines provide a process to:*

- *ensure community input is explicitly and reliably generated*
- *provide the capacity for location-specific planning where appropriate*
- *update long term objectives with these inputs*
- *identify the resourcing required to deliver long-term objectives, and*
- *clearly convey long term financial implications and strategies.*



**Staff – Mechanic**

The CEO and Manager of works held interviews on the 1<sup>st</sup> May 2017 for the advertised position of mechanic. The successful applicant was Mr Mathew Pockran from Yealering. Mathew has worked previously with the Shire of Wickepin as a Plant Operator. Mathew will be commencing his duties as mechanic on the 22 May 2017.

**10 Smith Street**

As the staff housing house at 10 Smith Street is not required for the new mechanic, the Chief Executive Officer has agreed to lease the house to the Department of Housing for the new Police Officer. The CEO has agreed to lease the property for three years with an option of one year at an annual rental of \$300 plus any CPI rent increases.

**Meetings Attended**

<b>April 2017</b>	
25 <sup>th</sup>	ANZAC Day
29 <sup>th</sup>	Opening of CANWA Bird Park Project Wickepin Railway Park
<b>May 2017</b>	
1 <sup>st</sup>	Albert Facey Homestead Committee Meeting
1 <sup>st</sup>	Mechanics Interviews
2 <sup>nd</sup>	LEMC Meeting Shire of Cuballing
4 <sup>th</sup>	WDC Pip Kirby signing agreement for Wheatbelt Community Chest Fund Johnston Park fitness equipment
10 <sup>th</sup>	Lifestyle Retirement Committee
10 <sup>th</sup>	Wickepin School Council Meeting
16 <sup>th</sup>	Auditors in office until the 17 <sup>th</sup> May 2017

**Delegation Register**

No.	Delegation Name	Delegation To	Delegation Exercised	When Exercised	Persons Affected
A1	Cheque Signing and Account Authorisation	CEO	Signing cheques	February	Nil
A2	Septic Tank Application Approvals	EHO			
A3	Building Approvals	BO			
A4	Road Side Advertising	CEO			
A5	Application for Planning Consent	CEO			
A6	Appointment and Termination of Staff	CEO			
A7	Rates Recovery – Instalment Payments	CEO	Payment plans		Rate payers
A8	Issue of Orders	CEO			
A9	Legal Advice	CEO			
A10	Permits to Use Explosives	CEO			
A11	Street Stalls	CEO			
A12	Liquor Consumption on Shire Owned Property	CEO	Volunteer Appreciation Sundowner Wickepin Football Club Home Games Community Quiz Night Dryandra Art, Food and Wine Trail	12 May 2017 2017 Season 13 May 2017 13-14 May 2017	Amanda Heaney Wickepin Football Club Wickepin P&C Shire of Wickepin
A13	Hire of Community Halls / Community Centre	CEO			

**Voting Requirements:** Simple majority

**Resolution No 170517-18  
Moved Cr Allan / Seconded Cr Martin**

That Council endorse the Chief Executive Officer's Report dated 4 May 2017.

**Carried 7/0**

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

**14. Reports & Information**

**15. Urgent Business**

**16. Closure**

There being no further business the Presiding Officer declared the meeting closed at 5.35pm.