



## Attachments

Ordinary Council Meeting  
Wednesday, 17 May 2023

Date	Wednesday 17 May 2023
Time	3:30pm
Location	Shire of Wickepin Council Chambers 77 Wogolin Road, Wickepin WA 6370
Distribution Date	Friday 12 May 2023



## 7.1 Confirmation of Minutes of Previous Meeting



# Minutes

Ordinary Council Meeting  
Wednesday 19 April 2023

Date	Wednesday 19 April 2023
Time	3:30pm
Location	Shire of Wickepin Council Chambers 77 Wogolin Road, Wickepin WA 6370
Distribution Date	Friday 21 April 2023



## Endorsement Recommendation

The Chief Executive Officer recommends the endorsement of these minutes at the next Ordinary Council Meeting.

A handwritten signature in blue ink that reads "Nathan Cain".

Nathan Cain  
Chief Executive Officer  
Friday 21 April 2023

**Disclaimer**

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

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

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## **1 Declaration of Opening**

The Presiding Member declared the meeting open at 3:42pm.

## **2 Attendance**

### **2.1 Present**

#### Councillors

J Russell	Shire President
W Astbury	Deputy Shire President
T Miller	Councillor
F Allan	Councillor
P Thompson	Councillor
L Corke	Councillor
J Mearns	Councillor

#### Employees

N Cain	Chief Executive Officer
E Clement	Deputy Chief Executive Officer

## **3 Public Question Time**

### **3.1 Responses to Previous Public Questions Taken On Notice**

Nil

### **3.2 Public Question Time**

Nil

## **4 Apologies and Leave of Absence**

### **4.1 Apologies**

Nil

### **4.2 Previously Approved Leave of Absence**

Nil

### **4.3 Requests for Leave of Absence**

Nil



## 5 Petitions, Memorials and Deputations

### 5.1 Petitions

Nil

### 5.2 Memorials

Nil

### 5.3 Deputations

Nil

## 6 Declarations of Councillors and Officers Interest

A member or officer who has an impartiality, proximity or financial interest in any matter to be discussed at this meeting must disclose the nature of the interest either in a written notice given to the Chief Executive Officer prior to the meeting or at the meeting immediately before the matter is discussed.

A member who makes a disclosure in respect to an interest must not preside at the part of the meeting which deals with the matter, or participate in, or be present during, any discussion or decision-making process relative to the matter, unless the disclosing member is permitted to do so under Section 5.68 or Section 5.69 of the *Local Government Act 1995*.

The following declarations of interest have been disclosed –

<b>14.4 Determination of Chief Executive Officer Key Performance Indicators</b>	
Name	N Cain - Chief Executive Officer
Nature of interest	Financial
Interest description	Employment with the Shire of Wickepin

<b>14.6 Bee Hive Application</b>	
Name	J.Mearns - Councillor
Nature of interest	Proximity
Interest description	Is the Applicant

## **7 Confirmation of Minutes of Previous Meetings**

### **7.1 Minutes of the Ordinary Council Meeting held on 15 March 2023**

#### **Officer Recommendation**

*That Council confirm the minutes of the Ordinary Council Meeting held on Wednesday 15 March 2023, as included in the attachments, as a true and accurate record.*

#### **Council Decision**

**Resolution** OCM-230419-01

**Moved** Cr F Allan

**Second** Cr W Astbury

**That Council confirm the minutes of the Ordinary Council Meeting held on Wednesday 15 March 2023, as included in the attachments, as a true and accurate record.**

**Carried 7/0**

### **7.2 Minutes of the Special Council Meeting held on 30 March 2023**

#### **Officer Recommendation**

*That Council confirm the minutes of the Special Council Meeting held on Thursday 30 March 2023, as included in the attachments, as a true and accurate record.*

#### **Council Decision**

**Resolution** OCM-230419-02

**Moved** Cr F Allan

**Second** Cr L Corke

**That Council confirm the minutes of the Special Council Meeting held on Thursday 30 March 2023, as included in the attachments, as a true and accurate record.**

**Carried 7/0**

## 8 Status Report

### Key

○ = in progress    ✓ = completed    ✕ =superseded

Item	Subject	Council Decision	Status	Action
1104-190820-11	Albert Facey Homestead Committee Recommendations	An inventory of all public artefacts and donations within the Shire is to be completed.	○	Commenced, not yet complete.
1161-150921-13	Townscape and Cultural Planning Committee Recommendations	That the current Wogolin Road Information Board not be re-sited and that a new board be redesigned.	○	Commenced, researching digital signage.
1236-141222-10	Astrotourism Signage	That Council amend the 2022/23 Budget and reallocate \$15000 from Media Content to Astrotourism signage which includes 2 x Astrotourism markers for the Yealering townsite along with two significant signs for the Yealering foreshore, a concrete pad & 2 x bench seats.	✓	Budget has been amended and works commenced.
1238-141222-12	Fuel Facility – Public Transport Authority of Western Australia	That council: 1. Agree to the Public Transport Authority of WA 24 Lease Agreement L7239-2 terms and conditions for the Shire of Wickepin, located on Fisher Road, Rail Corridor Region for the purpose of a Fuel Outlet/Bulk Fuel Depot for a term of 10 years commencing on the 01/12/2022. 2. Authorise signing of the Public Transport Authority Lease L72392.	✓	The signed lease has been received.
1239-150323-03	Town Boundary Speed Signs	That Council: a. Support a wider 50km/h speed zone on	✓	Main Roads Western Australia have been formally advised of

Item	Subject	Council Decision	Status	Action
		the Northern, Eastern and Southern entries around the Wickepin townsite, and b. Request the Chief Executive Officer to liaise with Main Roads Western Australia to ensure this can happen.		Council's request and have, accordingly, commenced the required review process.
1240-150323-07	Review of Budget	That Council, pursuant to Regulation 33A of the <i>Local Government (Financial Management) Regulations 1996</i> , adopts the review of the 2022-2023 Annual Budget (as included in the attachments) and acknowledges the proposed revisions to revenue and expenditure estimates contained in the review.	✓	Budget Review compliance requirements have been met and the Budget amended accordingly.
1241-150323-08	Conduct of 2023 Local Government Ordinary Election	That Council, 1. Pursuant to Section 4.20 of the <i>Local Government Act 1995</i> , declares the Western Australian Electoral Commissioner to be responsible for the conduct of the 2023 Local Government Election together with any other elections or polls which may be required, and 2. Pursuant to Section 4.61 of the <i>Local Government Act 1995</i> , decides to conduct the 2023 Local Government Election as a postal election.	✓	Western Australian Electoral Commissioner has been formally advised of Council's decision.
1242-150323-09	2022 Compliance Audit Return	That Council, pursuant to regulations 14 and 15 of the <i>Local</i>	✓	Compliance Audit Return compliance requirements have been met.

Item	Subject	Council Decision	Status	Action
		<p><i>Government (Audit) Regulations 1996,</i></p> <p>1. Adopts the Compliance Audit Return for the period 1 January 2022 to 31 December 2022, as included in the attachments, and</p> <p>2. Authorises the Shire President and Chief Executive Officer to jointly certify the Compliance Audit Return for submission to the Department of Local Government, Sports and Cultural Industries.</p>		
1243-150323-13	Determination of Chief Executive Officer Key Performance Criteria	<p>That Council, pursuant to Section 5.39 of the <i>Local Government Act 1995,</i></p> <p>1. Determine the following Key Performance Criteria applicable to the performance of the Chief Executive Officer –</p> <ul style="list-style-type: none"> <li>· Legal and statutory compliances are met, particularly related to asset infrastructure.</li> <li>· Ensure effective financial management, including internal controls, throughout the organisation.</li> <li>· Under delegation from Council, represent the objectives of Council with relevant stakeholders.</li> <li>· Provide strategic direction and leadership within the organisation in delivering a high level</li> </ul>	✓	<p>Shire President and Chief Executive Officer met to determine relevant Key Performance Indicators. Additionally, a Council workshop considered and informally agreed on the Key Performance Indicators.</p> <p>An item will be presented to the April 2023 Ordinary Council Meeting to formally propose to accept the Key Performance Indicators for the Chief Executive Officer.</p>

Item	Subject	Council Decision	Status	Action
		<p>of service to the community and Council, in accordance with corporate business objectives.</p> <ul style="list-style-type: none"> <li>· Ensure the development and maintenance of sound communication and effective relationships between the Shire, Community Groups, regional Local Governments, as well as State and Federal Government Departments.</li> </ul> <p>2. Permit the Shire President and Chief Executive Officer to negotiate the Key Performance Indicators within each Key Performance Criteria for presentation to the April 2023 Ordinary Council Meeting.</p>		
1244-150323-16	Receipt of Offer to Purchase Land	<p>That Council, with respect to the sale of 4 Plover Street, Wickepin, and pursuant to Section 3.58 of the <i>Local Government Act 1995</i> –</p> <ol style="list-style-type: none"> <li>1. Not accept the offer of \$34,000 from B Francis and K Flynn (both from Narrogin), and</li> <li>2. Provide a counter-offer of \$40,000, noting this is already a reduced price for the land.</li> </ol>	✓	The Real Estate Agent has been advised of Council's decision.
SCM-230330-01	Receipt of Counter-Offer to Purchase Land	<p>That Council, with respect to the sale of 4 Plover Street, Wickepin, and pursuant to Section 3.58 of the <i>Local Government Act 1995</i> –</p>	○	The Real Estate Agent has been advised of Council's decision, and a Land Valuer has been engaged to value

Item	Subject	Council Decision	Status	Action
		1. Provisionally accept the counter-offer of \$37,000 from B Francis and K Flynn (both from Narrogin) subject to the legislatively required advertising and public comment period, and 2. Request the Chief Executive Officer to advertise the proposed disposition of property in accordance with legislative requirements.		the property prior to advertising.

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

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

Nil

## **10 Receipt of Committee Minutes or Reports and Consideration of Recommendations**

### **10.1 Minutes of the Governance, Audit and Community Services Committee Meeting held on Wednesday 15 March 2023.**

#### **Officer Recommendation**

*That Council receive the minutes of the Governance, Audit and Community Services Committee Meeting held on Wednesday 15 March 2023, as included in the attachments.*

#### **Council Decision**

**Resolution** OCM-230419-03

**Moved** Cr F Allan

**Second** Cr T Miller

**That Council receive the minutes of the Governance, Audit and Community Services Committee Meeting held on Wednesday 15 March 2023, as included in the attachments.**

**Carried 7/0**



## 11 President's Report

Community Barbeques held in Yealering, Harrismith and Wickepin over three consecutive nights by Shire officers and Councillors were very successful and a big thank you to all concerned with organising and attending these events.

The aim of the community barbeques was to "brainstorm" and encourage community members to initiate thoughts of ideas, wishes and any concerns onto paper under the headings of -

- Community,
- Economy,
- Environment,
- Infrastructure, and
- Governance.

Over the course of the next few months several more community brainstorming genres will be used - including surveys, competitions and more barbeques - to consult with our residents and ratepayers.

All of this information will be collated and formalised into the Shire's Strategic Community Plan.

This is a source document adopted by Council and used by both Shire officers and Councillors in the forward planning and budgeting of our Shire for the next few years.

So, in effect, the Shire's planning and budgets are based upon the Community's input.

On Thursday 6th April I attended the Wickepin Primary School's ANZAC Day Commemoration Service prior to the school holiday break.

The annual Easter long weekend has provided the opportunity for a few days away for those who have not yet mobilised plant and machinery for the winter sowing programmes, following timely and soaking recent rains which have enabled the countryside to turn green in a short space of time.

On Tuesday April 18th alongside the Chief Executive Officer, Deputy Chief Executive Officer and I attended the Exit Meeting for the 2021-2022 financial year audit with of AMD Chartered Accountants, who are our Contracted Auditors.

They have conducted a "risk based audit" for the period, which means they made random checks on our revenues and expenditures; and tested many and various internal controls.

They also make checks on the balances on our draft financial report to year ended 30 June 2022, and again, test the internal controls which are in place within our administration team to make sure every transaction is correct and transparent.

Our interim audit report returned an exceptional result, and the Shire of Wickepin produced a very positive draft financial report which was tracked and managed appropriately and efficiently, and we have no further subsequent issues to disclose.

Comment from the Auditors was this "*is not typical as usually there are issues which are carried forward*".

For this, we sincerely thank the Deputy Chief Executive Officer, Ms Erika Clement, for her perseverance and quality of work, her guidance to her staff, and the staff's ability to work as a great team which has enabled the production of a very good result.

Thank you Erika!

We now await the final opinion from the Office of the Auditor General (OAG) and our subsequent Final Financial Report to year ended 30 June 2022, which Council will adopt and then hold our annual elector's meeting, albeit a few months later than we normally do, due to timing issues with the audit team.

Thank you to the Shire of Wickepin's local Volunteer Fire Control Officers and Brigades and Volunteer Ambulance Officers for their dedication and work carried out over the past season.

They have been on hand at the drop of a hat to ensure unforeseen events have been dealt with and safe outcomes have eventuated.

As we are now in Open Burning Season, it is imperative everyone remain diligent and take extra care in "burning off", as fires can, and will, get away – Thank you to all concerned.

A reminder of the Wickepin Shire ANZAC day service is to be held at 9:30am on Tuesday April 25th at the Wickepin War Memorial.

## 12 Report by the Chief Executive Officer

A summary of some of the actions undertaken by the Chief Executive Officer for March 2023 is below –

### Federal Member for O'Connor

Met with Rick Wilson, MP (Federal Member for O'Connor). Discussion on road quality, the tier three (3) rail network, WA Kaolin impacts, water infrastructure and CBH arrangements for grain handling took place. Steve Martin MLC and the Shire President were also in attendance.

### Yealering Progress Association

Met with the group to introduce myself and to discuss works to be undertaken on Council facilities.

### Facey Group

Met with representatives of the Facey Group in an introductory capacity to understand the purpose behind the group and how the group aligns with Council. Discussion regarding funding requirements and contract renewal also occurred.

### Wickepin Primary School

Met with the School Principal to understand the issues facing the school and to better understand the previous relationship between the School and the Shire. Discussion regarding future works and lobbying assistance also occurred.

### Wheatbelt Regional Planning Workshop

The Shire President and I attended Northam for a Planning Workshop with various government agencies and several other local government representatives to discuss future Wheatbelt Region planning considerations.

### Primary School Swimming Carnival

Attended the Primary School Swimming Carnival to present medallions and awards to the winners.

### Ernie White Memorial

Attended the Ernie White Memorial held in recognition of Ernie White who tragically died on 6 November 1967 whilst fulfilling his duties as a fire fighter.

### Wickepin Primary School School Council

Attended the Wickepin Primary School School Council meeting as the Community Representative.

### Toolibin Tennis Club

Met with representatives of the Toolibin Tennis Club to discuss possible expansion of the Club and new Clubhouse facilities.

### Wickepin Arts and Crafts Group

Met with the Wickepin Arts and Crafts group in an introductory capacity and to discuss the facility used by them.

### Regional Operations Advisory Committee

Attended the Regional Operations Advisory Committee to discuss local fire matters and firefighting arrangements.

### Chief Executive Officer Connection Forum

Attended the Chief Executive Officer Connection Forum hosted by the Department of Local Government, Sports and Cultural Industries and Local Government Professionals. Presentations were received from Dr Andrew Robertson (Chief Health Officer, WA Government), Matt Watson (Manager Health and Safety Services, Department of Fire and Emergency Services), James Sheridan (Chief Executive Officer, Local Government Insurance Scheme), and Hon. John Carey MLA (Minister for Local Government).

### Brainstorming BBQs

Attended the three (3) nights of brainstorming community ideas (at Yealering, Harrismith, and Wickepin) and meeting the community. Thank you to Councillors for attending and to Shire employees for helping the events run smoothly. A special thank you and recognition to Cr Corke for attending each event night and for helping with the cooking.

### Local Government Professionals and Department of Local Government, Sport, and Cultural Industries

Attended a meeting to discuss topical issues regarding changes to the Local Government Act 1995, Workplace Health and Safety, Policy Development, and rating matters.

### Wheatbelt Local Government and Health Partners

Attended a meeting to discuss an increase in drug and alcohol related violence and harm in the Wheatbelt region, particularly evident in schools and young adults. Local governments are encouraged to support any anti-drug and anti-alcohol messaging from the WA Primary Health Alliance / WA Country Health Service.

## **13 Notices of Motions for the Following Meeting**

Nil

## 14 Reports and Information

### 14.1 Monthly Schedule of Accounts Paid – March 2023

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<b>Submission To</b>	Ordinary Council Meeting
<b>Location / Address</b>	-
<b>Name of Applicant</b>	-
<b>File Reference</b>	FM.FR.1212
<b>Author</b>	E Clement – Deputy Chief Executive Officer
<b>Interest Disclosures</b>	-
<b>Report Written Date</b>	5 April 2023
<b>Attachments</b>	Monthly Schedule of Accounts Paid – March 2023

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#### Summary

Council is required to have a Schedule of Accounts Paid produced each month containing relevant information, as legislated.

The purpose of this report is to present the –

- Schedule of Creditor Accounts Paid, including Corporate Credit Card Reconciliations, for March 2023, and
- Trust Fund Payments for March 2023.

Council is requested to confirm the Monthly Schedule of Accounts Paid, as included in the attachments.

#### Background

The *Local Government (Financial Management) Regulations 1996* requires Shire officers to, monthly and within a prescribed timeframe, prepare a schedule of payments made from the Municipal Fund and the Trust Fund and present this to Council for confirmation.

#### Comments

Shire officers have prepared the Monthly Schedule of Accounts Paid, in accordance with legislative requirements, and this is included in the attachments.

The schedule of accounts, covering vouchers as listed below, 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.

For the month under review the following summarised details are presented –

<b>Municipal Fund</b>	<b>Vouchers</b>	<b>Amounts</b>
Electronic Funds Transfer	13338 -13431	\$341,368.87
Cheques	15874 -15878	\$43,020.60
Direct Deductions	March 2023	\$1,338.95
Superannuation	March 2023	\$13,641.96
Credit Card	March 2023	\$680.53
BPay Payments	March 2023	\$1,759.58
Payroll	March 2023	\$92,432.00
Licensing	March 2023	\$38,796.10
<b>Municipal Fund Total</b>		<b>\$533,038.59</b>
<b>Trust Fund</b>		
Electronic Funds Transfer		\$0.00
Cheques		\$0.00
<b>Trust Fund Total</b>		<b>\$0.00</b>
<b>Total</b>	<b>March 2023</b>	<b>\$533,038.59</b>

### **Statutory Environment**

*Local Government (Financial Management) Regulations 1996 – Regulation 13. Payments from municipal fund or trust fund by CEO, CEO's duties as to etc.*

Where the local government has delegated to the Chief Executive Officer the exercise of its power to make payments from the municipal fund or the trust fund, a list of accounts paid by the Chief Executive Officer is to be prepared each month showing details for each account paid.

This list is to be presented to the council at the next ordinary meeting of the council and recorded in the minutes.

### **Policy Implications**

*Council Policy 3.1.7 – EFT Payment and Cheque Issue*

Council has authorised the Chief Executive Officer to make payments from the municipal fund and the trust fund.

### **Financial Implications**

#### Current Financial Year

Payments included on the Schedule of Accounts Paid have been undertaken in accordance with appropriate processes and the Annual Budget.

#### Future Financial Years

Nil

### **Strategic Implications**

Nil

**Voting Requirement**

Simple majority

**Officer Recommendation**

*That Council, pursuant to Regulation 13 of the Local Government (Financial Management) Regulations 1996 acknowledges payments from the Municipal Fund of \$533,038.59 and from the Trust Fund of \$nil, as included in the attachments, for March 2023.*

**Council Decision**

**Resolution** OCM-230419-04

**Moved** Cr F Allan

**Second** Cr W Astbury

**That Council, pursuant to Regulation 13 of the *Local Government (Financial Management) Regulations 1996* acknowledges payments from the Municipal Fund of \$533,038.59 and from the Trust Fund of \$nil, as included in the attachments, for March 2023.**

**Carried 7/0**



## 14.2 Statement of Financial Activity – March 2023

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<b>Submission To</b>	Ordinary Council Meeting
<b>Location / Address</b>	-
<b>Name of Applicant</b>	-
<b>File Reference</b>	FM.FR.1212
<b>Author</b>	E Clement – Deputy Chief Executive Officer
<b>Interest Disclosures</b>	-
<b>Report Written Date</b>	12 April 2023
<b>Attachments</b>	Statement of Financial Activity – March 2023

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### Summary

Council is required to have a Statement of Financial Activity produced each month containing relevant information, as legislated.

The purpose of this report is to present the Statement of Financial Activity for the period ended March 2023.

Council is requested to accept the Statement of Financial Activity.

### Background

The *Local Government (Financial Management) Regulations 1996* require Shire officers, monthly and within a prescribed timeframe, to prepare financial reports covering prescribed information and present these to Council.

### Comments

Shire officers have prepared the Statement of Financial Activity, and supporting documentation, in accordance with legislative requirements, and this is included in the attachments.

### Statutory Environment

*Local Government Act 1995 – Section 6.4 Financial report*

Local governments are required to prepare and present financial reports, on an annual basis and at any other time, and in any other format, as prescribed.

*Local Government (Financial Management) Regulations 1996 – Regulation 34 Financial activity statement required each month (Act s. 6.4)*

Shire officers are to prepare each month a statement of financial activity reporting on revenue and expenditure as set out in the annual budget. Each statement of financial activity is to be accompanied by information explaining the composition of net assets less committed and restricted assets, any material variances and any other supporting information considered relevant.

### Policy Implications

*Council Policy 3.1.14.2 – Monthly Financial Reporting*

The Chief Executive Officer shall ensure a monthly statement of financial activity complies with all aspects of the Act and *Local Government (Financial Management) Regulations 1996*.

## **Financial Implications**

### Current Financial Year

Commentary on the current financial position is outlined within the body of the attached reports.

### Future Financial Years

Nil

## **Strategic Implications**

Nil

## **Voting Requirement**

Simple majority

## **Officer Recommendation**

*That Council, pursuant to Regulation 34 of the Local Government (Financial Management) Regulations 1996 accepts the Statement of Financial Activity and associated documentation for March 2023, as included in the attachments.*

## **Council Decision**

**Resolution**    **OCM-230419-05**  
**Moved**        **Cr J Mearns**  
**Second**       **Cr T Miller**

**That Council, pursuant to Regulation 34 of the *Local Government (Financial Management) Regulations 1996* accepts the Statement of Financial Activity and associated documentation for March 2023, as included in the attachments.**

**Carried 7/0**

### 14.3 Cooperation in a Disaster Memorandum of Understanding

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<b>Submission To</b>	Ordinary Council Meeting
<b>Location / Address</b>	-
<b>Name of Applicant</b>	-
<b>File Reference</b>	ES.SPR.916
<b>Author</b>	N Cain – Chief Executive Officer
<b>Interest Disclosures</b>	-
<b>Report Written Date</b>	14 April 2023
<b>Attachments</b>	Memorandum of Understanding

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#### Summary

Council is requested to enter into a *Cooperation in a Disaster Memorandum of Understanding* with partnering local governments.

#### Background

The Executive Officer of the Central Country Zone of the Western Australian Local Government Association has written to all Zone member local governments requesting they formally resolve to enter into a Memorandum of Understanding (MoU) regarding cooperation in a disaster.

The MoU sets out a basic framework for cooperation between partnering local governments to promote cooperation in a disaster event which affects one or more of the partnering local governments.

The guiding principle of the MoU is any support given to a partnering local government shall be voluntary and of a level which will not unduly compromise the operability of the partnering local government providing the support.

The 15 (fifteen) partnering local governments include –

- Shire of Beverley,
- Shire of Brookton,
- Shire of Corrigin,
- Shire of Cuballing,
- Shire of Dumbleyung,
- Shire of Kulin,
- Shire of Lake Grace,
- Shire of Narrogin,
- Shire of Pingelly,
- Shire of Quairading,
- Shire of Wagin,
- Shire of Wandering,
- Shire of West Arthur,
- Shire of Wickepin, and
- Shire of Williams.

Council last entered into this arrangement in February 2020, which expired on 31 December 2022.

The proposed MoU has a term expiring on 30 June 2028.

The Executive Officer has worked with partnering local governments to determine the suitability of the previous MoU and the need to alter, if at all, the agreement.

## Comments

Shire officers have reviewed the document with the only notable variation between the proposed MoU and the previous one as follows –

### *Allocation of Resources*

3. *This MoU acknowledges and accepts each participating local government commits to make available at a minimum, and if required, the following resources (if not otherwise committed or needed) at no cost for up to thirty (30) days during and immediately following an event. Thereafter CEO discretion on allocation of these resources and cost recovery may apply:*

- *Community Emergency Services Manager (CESM)*
- *Local Recovery Coordinator (LRC)*
- *Administration Officer*
- *Plant Operator*
- *Evacuation Centre Building*
- *Animal Welfare Equipment*
- *Community Bus (excludes fuel)*
- *Emergency Generator (excludes fuel)*

To the best of Shire officer knowledge the Shire of Wickepin has not called on the use of the MoU nor has been asked to provide support or resources to a partnering local government.

The MoU seems a logical extension of the Central Country Zone's "sharing" philosophy (which the Shire has utilised previously) and, as such, it is recommended Council agrees to enter the MoU.

Should Council not agree to enter the MoU there may be repercussions from other local governments towards the Shire of Wickepin which may negatively impact the reputation and future operations of the Shire.

## Statutory Environment

### *Local Government Act 1995 – Section 2.7 Role of council*

The Council governs the local government's affairs and is to oversee the allocation of the local government's resources.

## Policy Implications

### *Council Policy 2.1.11 Resource sharing*

Council has agreed to engage in resource sharing activities with neighbouring or nearby Councils.

## Financial Implications

### Current Financial Year

Unknown – Should there be a need to respond to a request from a partnering local governments the Shire will incur costs of an unknown magnitude.

Future Financial Years

As above.

**Strategic Implications**

*Shire of Wickepin 2018 Strategic Community Plan – Goal 11 We are proactive about collaboration and forward planning our future success*

Council is to continually review the role of the Shire in regional groupings.

**Voting Requirement**

Simple majority

**Officer Recommendation**

*That Council, with regard to the Central Country Zone's Cooperation in a Disaster Memorandum of Understanding and pursuant to Section 2.7 of the Local Government Act 1995 –*

- 1. Endorses the Memorandum of Understanding, as included in the attachments,*
- 2. Requests the Chief Executive Officer to advise the Executive Officer of the Central Country Zone of the Western Australian Local Government Association of Council's decision, and*
- 3. Authorises the Shire President and Chief Executive Officer to sign the finalised document.*

**Council Decision**

**Resolution OCM-230419-06**

**Moved Cr L Corke**

**Second Cr F Allan**

**That Council, with regard to the Central Country Zone's Cooperation in a Disaster Memorandum of Understanding and pursuant to Section 2.7 of the *Local Government Act 1995* –**

- 1. Endorses the Memorandum of Understanding, as included in the attachments,**
- 2. Requests the Chief Executive Officer to advise the Executive Officer of the Central Country Zone of the Western Australian Local Government Association of Council's decision, and**
- 3. Authorises the Shire President and Chief Executive Officer to sign the finalised document.**

**Carried 7/0**

**Chief Executive Officer, N Cain, declared an interest in Item 14.4 and left the meeting at 3:57pm.**

## 14.4 Determination of Chief Executive Officer Key Performance Indicators

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<b>Submission To</b>	Ordinary Council Meeting
<b>Location / Address</b>	-
<b>Name of Applicant</b>	-
<b>File Reference</b>	PF.S143
<b>Author</b>	E Clement – Deputy Chief Executive Officer
<b>Interest Disclosures</b>	N Cain – Financial Interest
<b>Report Written Date</b>	14 March 2023
<b>Attachments</b>	-

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### Summary

Council is requested to determine the Key Performance Indicators for the Chief Executive Officer.

### Background

Within three (3) months of the commencement date of the Chief Executive Officer, Council and the Chief Executive Officer must negotiate and determine the Key Performance Criteria and Indicators applicable to the role of the Chief Executive Officer.

The Chief Executive Officer commenced employment on 3 January 2023.

To assist Council in determining the Key Performance Criteria and Indicators, the Department of Local Government, Sport and Cultural Industries has developed Chief Executive Officer Standards, which are available from the Department's website ([www.dlgsc.wa.gov.au](http://www.dlgsc.wa.gov.au)).

The aim of the Standards is to provide local government with a consistent and equitable process for recruitment, performance review and termination of the Chief Executive Officer in accordance with the principles of merit, equity and transparency.

### Comments

Council was presented with a series of Key Performance Criteria at the Councillor Forum held on 15 February 2023 which were later agreed between the Chief Executive Officer and Councillors before being adopted by Council at the March 2023 Ordinary Council Meeting.

As per Council's decision, the Shire President and Chief Executive Officer met on Friday 17 March 2023 to determine several Key Performance Indicators for each of the adopted Criteria.

These Indicators were then discussed and agreed at a workshop held with the Chief Executive Officer and Councillors on Thursday 30 March 2023 and are now presented for formal adoption.

If Council does not formally adopt the Key Performance Indicators it will need to negotiate further with the Chief Executive Officer and will be in breach of the employment contract.

### Statutory Environment

*Local Government Act 1995 – Section 5.38 Annual review of employees' performance*

A local government must review the performance of the Chief Executive Officer each year.

*Local Government Act 1995 – Section 5.39 Contracts for CEO and senior employees*

The employment of the Chief Executive Officer is to be governed by a written contract which includes, amongst other matters, the need to specify Key Performance Criteria and Indicators for the purpose of reviewing the person's performance.

*Local Government Act 1995 – Section 5.39A Model standards for CEO recruitment, performance and termination*

Model standards for local governments relate to the review and performance of Chief Executive Officers.

**Policy Implications***Council Policy 2.1.26 CEO Recruitment, Performance and Termination*

Council adopted the Model Standards regarding the recruitment, performance and termination of the Chief Executive Officer which, amongst other matters, includes the need to determine the appropriate Key Performance Criteria and Indicators.

**Financial Implications**Current Financial Year

Nil

Future Financial Years

Nil

**Strategic Implications**

Nil

**Voting Requirement**

Simple majority

**Officer Recommendation**

*That Council, pursuant to Section 5.39 of the Local Government Act 1995, determine the following Key Performance Indicators within each previously adopted Key Performance Criteria applicable to the performance of the Chief Executive Officer –*

- *Legal and statutory compliances are met, particularly related to asset infrastructure.*
  - *The Annual Compliance Return demonstrates a very high level of compliance across all areas of the assessment.*
  - *Local Laws are reviewed in accordance with legislation by 30 June 2024.*
  - *All public Registers are current and accessible on the Shire website.*
  - *Council Policies are reviewed and updated to effectively guide Council decision making.*
  - *Building and construction activities of the Shire are performed under the relevant Australian Standards / Codes.*

- *Ensure effective financial management, including internal controls, throughout the organisation.*
  - *Implement and undertake an Internal Audit program which focuses on Shire activities outside of financial management.*
  - *Ensure the Corporate Business Plan is relevant and useful in assessing revenue capacity, allocating resources and determining the financial priorities in the annual budget process.*
  - *Budgeted capital works are delivered to an acceptable standard and, where practicable, on time and within budget.*
  - *Undertake the legislated Financial Management Review and Risk Management Review by 31 December 2023.*
  
- *Under delegation from Council, represent the objectives of Council with relevant stakeholders.*
  - *Implement a District Growth Strategy by 30 June 2024.*
  - *Implement a Local Planning Strategy by 30 June 2024.*
  - *Regularly meet with parliamentary representatives.*
  - *Regularly meet with local business owners and industry groups.*
  
- *Provide strategic direction and leadership within the organisation in delivering a high level of service to the community and Council, in accordance with corporate business objectives.*
  - *Be approachable and available to discuss relevant issues with Council Members on a “one on one” basis.*
  - *Implement a Customer Service Charter applicable to the community and Council Members and provide Council Members with a strategic briefing on the survey outcomes and proposed strategic response.*
  - *Demonstrate evidence of staff training and development programs and activities undertaken.*
  - *Implement a regular Staff Satisfaction Survey and provide Council Members with a strategic briefing on the survey outcomes and proposed strategic response.*
  
- *Ensure the development and maintenance of sound communication and effective relationships between the Shire, Community Groups, regional Local Governments, as well as State and Federal Government Departments.*
  - *Be approachable and available to discuss relevant issues with community members and regularly meet with Community Groups.*
  - *Regularly meet with neighbouring Local Governments and State and Federal Government Departments.*



**Council Decision****Resolution** OCM-230419-07**Moved** Cr L Corke**Second** Cr F Allan

That Council, pursuant to Section 5.39 of the *Local Government Act 1995*, determine the following Key Performance Indicators within each previously adopted Key Performance Criteria applicable to the performance of the Chief Executive Officer –

- **Legal and statutory compliances are met, particularly related to asset infrastructure.**
  - **The Annual Compliance Return demonstrates a very high level of compliance across all areas of the assessment.**
  - **Local Laws are reviewed in accordance with legislation by 30 June 2024.**
  - **All public Registers are current and accessible on the Shire website.**
  - **Council Policies are reviewed and updated to effectively guide Council decision making.**
  - **Building and construction activities of the Shire are performed under the relevant Australian Standards / Codes.**
  
- **Ensure effective financial management, including internal controls, throughout the organisation.**
  - **Implement and undertake an Internal Audit program which focuses on Shire activities outside of financial management.**
  - **Ensure the Corporate Business Plan is relevant and useful in assessing revenue capacity, allocating resources and determining the financial priorities in the annual budget process.**
  - **Budgeted capital works are delivered to an acceptable standard and, where practicable, on time and within budget.**
  - **Undertake the legislated Financial Management Review and Risk Management Review by 31 December 2023.**
  
- **Under delegation from Council, represent the objectives of Council with relevant stakeholders.**
  - **Implement a District Growth Strategy by 30 June 2024.**
  - **Implement a Local Planning Strategy by 30 June 2024.**
  - **Regularly meet with parliamentary representatives.**
  - **Regularly meet with local business owners and industry groups.**
  
- **Provide strategic direction and leadership within the organisation in delivering a high level of service to the community and Council, in accordance with corporate business objectives.**
  - **Be approachable and available to discuss relevant issues with Council Members on a “one on one” basis.**
  - **Implement a Customer Service Charter applicable to the community and Council Members and provide Council Members with a strategic briefing on the survey outcomes and proposed strategic response.**
  - **Demonstrate evidence of staff training and development programs and activities undertaken.**
  - **Implement a regular Staff Satisfaction Survey and provide Council Members with a strategic briefing on the survey outcomes and proposed strategic response.**

- **Ensure the development and maintenance of sound communication and effective relationships between the Shire, Community Groups, regional Local Governments, as well as State and Federal Government Departments.**
  - **Be approachable and available to discuss relevant issues with community members and regularly meet with Community Groups.**
  - **Regularly meet with neighbouring Local Governments and State and Federal Government Departments.**

**Carried 7/0**

**Chief Executive Officer, N Cain, returned to the meeting at 3:59pm**

## 14.5 Proposed Telecommunications Infrastructure

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<b>Submission To</b>	Ordinary Council Meeting
<b>Location / Address</b>	Lot 14431 Helm Road, East Wickepin
<b>Name of Applicant</b>	Crisp Wireless
<b>File Reference</b>	A6478
<b>Author</b>	A.Awang – Executive Manager Development and Regulatory Services, Shire of Narrogin
<b>Interest Disclosures</b>	-
<b>Report Written Date</b>	14 March 2023
<b>Attachments</b>	Development application and supporting documents

---

### Summary

Council is requested to consider the Planning Application for a proposed 30m Telecommunications Infrastructure and a container to house the communication equipment with solar panels for the provision of power at Lot 14431 Helm Road, East Wickepin.

### Background

On Wednesday 12 April 2023, the Shire of Wickepin received a Planning Application from CRISP Wireless (Regional Internet Service Provider) for a proposed 30 metre high Telecommunications Tower, including a container to house the associated communication equipment at Lot 14431 Helm Street, East Wickepin.

The proposed Telecommunications Tower is part of a wider network across the region to improve the telecommunications connectivity for Wheatbelt residents.

The telecommunications infrastructure will consist of the following:

- A 30m steel tower;
- A combination of Dual Pole Parabolic Antennas (Dishes) and Sector Antennas;
- A sea container housing the communications equipment; and
- Solar panels to power the system on the roof of the sea container.

According to the application, the tower and associated infrastructure will occupy an area of approximated 400 square metres.

The applicant has advised there will be no clearing of vegetation as the proposed structure will be located in a cleared area.

Access to the property is via Helm Street.

### Comments

#### Zoning

Lot 14431 Helm Road, East Wickepin is zoned "General Agriculture Zone" under the Shire of Wickepin Local Planning Scheme No. 4.

The objectives of the General Agriculture Zone are –

- To protect areas of broad acre agricultural significance for sustainable production.
- To encourage processing and value adding industries to be located within the zone.

- To encourage intensive agriculture where it can be demonstrated off-site impacts (if any) will not adversely affect existing agricultural activities.
- To protect and enhance rural landscapes.
- To protect the natural environment and biodiversity while ensuring appropriate development opportunities within the zone are realised.
- To promote the sustainable management of natural resources including energy, water, land, minerals and basic raw materials by preventing land degradation and integrating land and catchment management with land use planning.

The proposed Telecommunications Infrastructure is defined as –

*land used to accommodate any part of the infrastructure of a telecommunications network and includes any line, equipment, apparatus, tower, antenna, tunnel, duct, hole, pit or other structure used, or for use in or in connection with, a telecommunications network;*

Such use is listed as a 'D' use under the zoning table, which means the use is not permitted unless the local government has exercised its discretion by granting development approval.

The applicant has provided their response as to how they have addressed the objective of the General Agriculture Zone.

It is considered the proposed use would be consistent with the objective of the General Agriculture Zone, by virtue of the proposal not significantly impacting existing agricultural activities and the structure will be located on cleared land thereby protecting existing remnant vegetation.

### Setbacks

The minimum setbacks to lot boundaries in the 'General Agricultural Zone' are 20 metres from all lot boundaries and 50 metres if the proposed site fronts a major road.

The proposed Telecommunication Tower is setback approximately 1.3 kilometres from Wogolin Road South, 1.2 kilometres from Helm Road to the east and 570m to the north boundary of the property and therefore complies with the setback requirements.

### State Planning Policy (SPP) 5.2

The following principles outlined in SPP 5.2 apply to the subject proposal –

*“Telecommunications Infrastructure should be sited and designed to minimise visual impact and wherever possible –*

- a) Be located where it will not be prominently visible from significant viewing locations such as scenic routes, lookouts and recreation sites;*
- b) Be located to avoid detracting from a significant view of a heritage item or place, a landmark, streetscape, vista or a panorama, whether viewed from public or private land;*
- c) Not be located on sites where environmental cultural heritage, social and visual landscape values maybe compromised and;*
- d) Display design features, including scale, material, external colours and finishes that are sympathetic to the surrounding landscape.”*

It is the officer's view the subject proposal does not threaten views of scenic nature or pose a threat to any heritage place or landmarks.

**State Planning Policy 3.7 – Planning in Bushfire Prone Areas**

The subject property falls within the Department of Fire and Emergency Services (DFES) Bush Fire Prone Area.

A Bush Fire Management Plan or BAL report is not required as there is no habitual residence at the subject site.

In order to protect the asset, it is recommended the applicant ensures there is at least a minimum 10 metre Asset Protection Zone (APZ) around the proposed development.

Furthermore it is recommended the site is annually maintained to reduce the bush fire risk to the asset.

It is also noted the Department of Planning, Lands and Heritage is currently reviewing this Policy.

Based on the above assessment, it is the officer's recommendation Planning Approval be granted for the proposed Telecommunications Infrastructure subject to conditions as outlined in the Officer Recommendation.

**Statutory Environment***Shire of Wickepin – Town Planning Scheme Number 4*

The Town Planning Scheme controls the types of uses and development allowed in the different areas of the District and sets out the requirements for planning approval, enforcement of the Scheme provisions and non-conforming uses.

*State Planning Policy 5.2 – Telecommunications infrastructure*

This planning policy aims to balance the need for effective telecommunication services and effective roll-out of networks with the community interest in protecting the visual character of local areas.

*State Planning Policy 3.7 – Planning in Bushfire Prone Areas*

This planning policy seeks to guide the implementation of effective risk-based land use planning and development to preserve life and reduce the impact of bushfire on property and infrastructure.

**Policy Implications**

Nil

**Financial Implications****Current Financial Year**

Nil

**Future Financial Years**

Nil

## **Strategic Implications**

*Shire of Wickepin 2018 Strategic Community Plan – Goal 17 Residents and visitors can access reliable telecommunication services*

Council is to advocate for improved telecommunications solutions.

## **Voting Requirement**

Simple majority

## **Officer Recommendation**

*That Council, with respect to the Application for Planning Approval – Telecommunications infrastructure at Lot 14431 Helm Road, East Wickepin, approves the application subject to the following conditions –*

- 1. The approval shall expire if the development permitted is not completed within two (2) years of approval, or within any extension of time which, upon written application (made before or within twenty-one (21) days after the expiry of the approval) to the Shire is granted by it in writing.*
- 2. Any use, additions to and further intensification of any part of the development or land which is not in accordance with the original application or conditions of approval shall be subject to a further development application and consent for use.*
- 3. The development approved shall be in accordance with the plans and specifications submitted with the application and these shall not be altered or modified without the prior written approval of Council.*
- 4. All electromagnetic emissions are to comply and be carried out in accordance with Australian Communications and Media Authority requirements.*
- 5. The use permitted shall not cause injury to or prejudicially affect the amenity of the locality by reason or appearance or the emission of noise, vibration, odour, vapour, dust, waste water, waste products or otherwise.*
- 6. The self-standing mast and equipment shelter is to be of a non-reflective finish and shall not cause a nuisance to the amenity of the locality by emission of glare.*
- 7. The applicant to ensure at least a 10 metre Asset Protection Zone (APZ) around the proposed development and the site is annually maintained to reduce the bush fire risk to the asset.*

## **Advice Notes**

- 1. Should the application require the clearing of remnant vegetation the applicant should liaise with the Department of Water and Environmental Regulation.*
- 2. If the applicant and / or owner are aggrieved by this decision as a result of the conditions of approval or by a determination of refusal, there may be right of review under the provisions of Part 14 of the Planning and Development Act 2005. A review must be lodged with the State Administrative Tribunal and must be lodged within 28 days of the decision.*
- 3. A completed building permit application must be submitted and approved by the Shire's building surveyor prior to the commencement of any construction on the land including any future proposed fit out work.*

**Council Decision****Resolution** OCM-230419-08**Moved** Cr T Miller**Second** Cr F Allan

That Council, with respect to the Application for Planning Approval – Telecommunications infrastructure at Lot 14431 Helm Road, East Wickepin, approves the application subject to the following conditions –

1. The approval shall expire if the development permitted is not completed within two (2) years of approval, or within any extension of time which, upon written application (made before or within twenty-one (21) days after the expiry of the approval) to the Shire is granted by it in writing.
2. Any use, additions to and further intensification of any part of the development or land which is not in accordance with the original application or conditions of approval shall be subject to a further development application and consent for use.
3. The development approved shall be in accordance with the plans and specifications submitted with the application and these shall not be altered or modified without the prior written approval of Council.
4. All electromagnetic emissions are to comply and be carried out in accordance with Australian Communications and Media Authority requirements.
5. The use permitted shall not cause injury to or prejudicially affect the amenity of the locality by reason or appearance or the emission of noise, vibration, odour, vapour, dust, waste water, waste products or otherwise.
6. The self-standing mast and equipment shelter is to be of a non-reflective finish and shall not cause a nuisance to the amenity of the locality by emission of glare.
7. The applicant to ensure at least a 10 metre Asset Protection Zone (APZ) around the proposed development and the site is annually maintained to reduce the bush fire risk to the asset.

**Advice Notes**

1. Should the application require the clearing of remnant vegetation the applicant should liaise with the Department of Water and Environmental Regulation.
2. If the applicant and / or owner are aggrieved by this decision as a result of the conditions of approval or by a determination of refusal, there may be right of review under the provisions of Part 14 of the *Planning and Development Act 2005*. A review must be lodged with the State Administrative Tribunal and must be lodged within 28 days of the decision.
3. A completed building permit application must be submitted and approved by the Shire's building surveyor prior to the commencement of any construction on the land including any future proposed fit out work.

**Carried 7/0**

Councillor J Mearns declared an interest in Item 14.6 and left the meeting at 4:05pm.

## 14.6 Keeping of Beehive Application

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<b>Submission To</b>	Ordinary Council
<b>Location / Address</b>	48 Johnston Street, Wickepin
<b>Name of Applicant</b>	J Mearns
<b>File Reference</b>	A5112
<b>Author</b>	N Cain – Chief Executive Officer
<b>Interest Disclosures</b>	-
<b>Report Written Date</b>	12 April 2023
<b>Attachments</b>	-

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### Summary

An application has been received for the keeping of a beehive located at 48 Johnston Street, Wickepin.

Council is requested to not approve the application.

### Background

In late-January 2023, Shire officers were asked to inspect a possible non-approved beehive allegedly being kept at 48 Johnston Street, Wickepin.

The following was observed from the rear laneway on Monday 30 January 2023 where Shire officers observed bees swarming, entering, and leaving the alleged beehive –



The request to inspect was raised after workmen working in the backyard of the adjacent property were stung multiple times by a bee swarm and required medical treatment.

In order to maintain high biosecurity standards, beehives need to be registered with the Department of Primary Industries and Regional Development (“the Department”).



It is a legal requirement to register bee hives with the Department who will issue a certificate along with a unique brand identifier for the bee hives

Soon after the first inspection Shire officers contacted the Department who later confirmed a registered hive licence to J Mearns (J2M).

Notwithstanding the licence provided by the Department, the Shire of Wickepin *Health Local Laws 2008* prohibit the keeping of bees anywhere within the District unless approval to do so has been given by Council.

Due to resourcing delays it was not until 20 March 2023, when Shire officers were able to re-inspect the property and observed the following from the rear laneway –



Shire officers subsequently wrote to J Mearns advising of the unapproved nature of the beehive and the need to lodge an application seeking Council approval to keep the beehive.

On 22 March 2023, J Mearns contacted the Shire, as below –

*I also received your letter about my beehive.*

*I have had it for 3 years & no prior trouble. I have a big fence constructed along my boundary. I dug the holes for the fence posts near the hive to save workers unnecessary exposure.*

*As fate has it, after 3 years the boxes were warped & the bees were transferred by a bee expert from Cubi, to new boxes. They get snarly for a few days after, before settling which is when the workers were using a Kanga hammer other side of fence.*

*I recall an application coming before us in Council whilst Mark Hook CEO. I thought I had made application subsequent to this approval & remember speaking to fellow Councillors about it as wanted to do right thing*

*I will send to Council a request to keep my hive to be included in next Council meeting.*

The Shire has no record of a previous application.

On 29 March 2023, J Mearns made the following application to Council –

*Good Day*

*I wish to ask Wickepin Council to approve my single Bee Hive @ 48 Johnston Street.*

*It is a registered hive. J2M*

*To support my application, I attach photos. The hive has been there for over 3 years. During this time & without any fence, at least 2 tenants & Colin Turner have lived & worked adjacent & have never been troubled.*

*The house was sold around 12 months ago but has been vacant all this time & still is.*

*There, as one can see, been a large fence placed all around the boundary property, something I reluctantly agreed to for our side. Their back yard area is segregated by a similar height fence from the last 40 metres which only has a recently constructed shed on it.*

*We have been renovating for the last 2 years which has seen many tradies work in the area of the hive with no interaction.*

*I have given away much honey to people both here & in Narrogin.*

*My apologies for not making an earlier application.*

*I hope for a favourable consideration.*



Shire officers subsequently wrote to the owners / residents of fourteen (14) surrounding and nearby properties seeking support / non-support for the application, any comment, and an indication if anyone who regularly attends their property has an allergy to bees.

At the time of writing this item, the following responses had been received –

Reply 1            *I SUPPORT the keeping of a beehive at 48 Johnston Street, Wickepin.*

Reply 2            *I DO NOT SUPPORT the keeping of a beehive at 48 Johnston Street, Wickepin. I, or someone who regularly attends my property, has an allergy to bees. Builders working on site have been surrounded and stung. Residents have been stung.*

Reply 3            *I SUPPORT the keeping of a beehive at 48 Johnston Street, Wickepin. I have no problems with bees in a township, they are even kept in cities now. It can be a great venture, educational and economical.*

Council has previously approved the keeping of a beehive twice in the past decade –

- February 2018            26 Wogolin Road, Wickepin, and
- April 2021                33 Henry Street, Wickepin

In 2017, Council approved the following application from the Wickepin Community Resource Centre for the placement of Native Bee Hotels –

*The Wickepin Community Resource Centre were successful in receiving a grant for science week 2017. For Science Week this year we have decided to do an information session on Native Bees and their importance to our Eco System. This information session will be run by Tracy Lansdell at Green Tree Naturopathy, and will be followed by hands on activity making Bee Hotels. There will only be 15 Bee Hotels made. The Bee Hotel structures will be made by the He Shed She Shed group. We were wondering if it was possible to have some of the Bee Hotels located in Wickepin Shire Gardens, around the shire. The Native Bees are not aggressive like their Honey Bee Cousins and do not pose an increased risk of Anaphylaxis. If you would like more information on our Native Bee information session or to discuss further the Native Bee Hotels and housing them in our community, please do not hesitate to contact me at the Wickepin Community Resource Centre.*

The only honey bee available in Western Australia is *Apis mellifera* (European Honey Bee).

## **Comments**

The applicant is currently in breach of Council's Local Law for the keeping of bees without approval which carries a penalty of not more than \$1,000, along with a daily penalty for a continuing offence.

In this instance no infringement has yet been issued as the applicant, once aware of the conditions of this law, moved quickly to make an application to keep bees (albeit seeking retrospective approval).

This does not preclude the possible issuance of an infringement at a future time either retrospectively, or for future occurrences, should the breach continue.

Regarding the current application, the original concern (workmen stung multiple times by a bee swarm and requiring medical treatment) was raised in January 2023, when it was the “old” and white beehive observed in use.

The applicant alludes to a possible additional incident after the bees were transferred to their “new” green beehive which gives Shire officers concern regarding the “nuisance” nature of the beehive.

Nuisance is a legal term which refers to anything which causes hurt, inconvenience, or damage to the right to use and enjoy land, which may be intentional, negligent, or ultra-hazardous in origin, and must result from the activity of a person(s).

Nuisance can be either public or private, depending on whether it affects the public or an individual.

Nuisance can include various forms of interference, such as smells, noise, burning, water, gambling, signs etc. and can be remedied by legal actions, such as injunctions or damages.

As per the *Shire of Wickepin Health Local Laws 2008*, Council may order the removal of beehives if they are causing a nuisance.

On the surface, the keeping of bees by J Mearns at 48 Johnston Street, Wickepin may be considered as causing a nuisance, although it is uncertain if bees from the applicant’s beehive, or other bees, are responsible for causing the nuisance.

If Council were to approve the keeping of bees at 48 Johnston Street, Wickepin, and this was later proved to have contributed to personal injury or death, Council may be found negligent in its duty of care having been previously advised of persons being allergic to bees nearby to the proposed location.

It is on this basis Council is requested to not approve the application.

If Council were to consider approving the application, conditions regarding the location of the beehive to reduce any future possible negative interactions, and maximise the safety of nearby persons, are recommended.

Shire records indicate no complaints or incidents relating to other previously approved beehives.

### **Additional Information**

Since the publication of the Agenda document, the following additional response has been received

–

Reply 4        *I SUPPORT the keeping of a beehive at 48 Johnston Street, Wickepin.*

**Statutory Environment***Shire of Wickepin Health Local Laws 2008 – Division 7 – Bee keeping*

A person shall not keep or permit the keeping of bees anywhere within the District unless approval to do so has been given by the Council. If the approved bee hives are causing a nuisance, the Council may direct any bees or approved beehives to be removed.

Bee means an insect belonging to any of the various hymenopterous insects of the super family Apoidea and commonly known as a bee.

**Policy Implications**

Nil

**Financial Implications**Current Financial Year

Nil

Future Financial Years

Nil

**Strategic Implications**

Nil

**Voting Requirement**

Simple majority

**Officer Recommendation**

*That Council, pursuant to Shire of Wickepin Health Local Laws 2008 – Division 7 – Bee keeping,*

- 1. Does not approve the application for the keeping of bees by J Mearns at 48 Johnston Street, Wickepin, and*
- 2. Directs J Mearns to remove the bees and beehive currently located at 48 Johnston Street, Wickepin, from the District within twenty-one (21) days of this decision, and to advise Council, in writing, once this is complete.*

**Council Decision**

**Resolution** OCM-230419-09

**Moved** Cr L Corke

**Second** Cr T Miller

**That Council, pursuant to *Shire of Wickepin Health Local Laws 2008 – Division 7 – Bee keeping*,**

- 1. Approves the application for the keeping of one (1) bee hive by J Mearns at 48 Johnston Street, Wickepin, subject to the hive not being located closer than ten (10) meters to the property boundary, and**
- 2. Approval to keep one (1) bee hive is subject to all regulatory approvals being, and remaining, in place during the installation and retention of the bee hive.**

**Carried 5/1**

**Reason for Variance**

**Council supports the keeping of beehives within the District as long as conditions and regulatory approvals are adhered to. Council believes the condition of having the bee hive ten (10) meters from the property boundary is sufficient to reduce any nuisance caused by the bee hive.**

**Councillor J Mearns returned to the meeting at 4:26pm.**

## **15 Confidential Reports and Information**

Nil

## **16 Urgent Business**

Nil

## **17 Closure**

The Presiding Member declared the meeting closed at 4:28pm.



## 10.1 Minutes Albert Facey Homestead Committee





# Minutes

Albert Facey Homestead Committee  
Wednesday 3 May 2023

Date	Wednesday 3 May 2023
Time	10:30am
Location	Shire of Wickepin 77 Wogolin Road, Wickepin WA 6370
Distribution Date	Friday 5 May 2023



## Notice of Meeting

The Chief Executive Officer recommends the endorsement of these minutes at the next Albert Facey Homestead Committee Meeting.

*Nathan Cain*

Nathan Cain  
Chief Executive Officer  
Friday 5 May 2023

## **Disclaimer**

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

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

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# **1 Declaration of Opening**

The Presiding Member declared the meeting open at 10.35am.

## **2 Attendance**

### **2.1 Present**

#### Members

D Astbury	Chairperson
E Heffernan	Member
C Astbury	Member
L Rose	Member

#### Employees

N Cain	Chief Executive Officer
M Martin	Executive Support Officer

## **3 Public Question Time**

### **3.1 Responses to Previous Public Questions Taken On Notice**

Nil

### **3.2 Public Question Time**

Nil

## **4 Apologies and Leave of Absence**

### **4.1 Apologies**

L Sartori	Member
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### **4.2 Previously Approved Leave of Absence**

Nil

### **4.3 Requests for Leave of Absence**

Nil

## **5 Petitions, Memorials and Deputations**

### **5.1 Petitions**

Nil

## **5.2 Memorials**

Nil

## **5.3 Deputations**

Nil

# **6 Declarations of Members and Officers Interest**

A member or officer who has an impartiality, proximity or financial interest in any matter to be discussed at this meeting must disclose the nature of the interest either in a written notice given to the Chief Executive Officer prior to the meeting or at the meeting immediately before the matter is discussed.

A member who makes a disclosure in respect to an interest must not preside at the part of the meeting which deals with the matter, or participate in, or be present during, any discussion or decision-making process relative to the matter, unless the disclosing member is permitted to do so under Section 5.68 or Section 5.69 of the *Local Government Act 1995*.

The following declarations of interest have been disclosed –

Nil

# **7 Confirmation of Minutes of Previous Meetings**

## **7.1 Minutes of the Albert Facey Homestead Committee Meeting held on 7 November 2022.**

### **Officer Recommendation**

*That the minutes of the Albert Facey Homestead Committee held on 7 November 2022 be confirmed as a true and correct record.*

### **Committee Decision**

**Resolution** AFHC-230503-01

**Moved** L Rose

**Second** E Heffernan

**That the minutes of the Albert Facey Homestead Committee held on 7 November 2022 be confirmed as a true and correct record.**

**Carried** 4/0

## 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.).

Subject/Action	Officer	Progress	Status	Comment
That the Postcards kindly donated to the Albert Facey Homestead Committee be accepted and professionally framed.	E.Heffernan		✓	Completed. Postcards are hanging in homestead.

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

○ = in progress    ✓ = completed    ✕ =superseded

## 9 Motions of Which Notice Has Been Given

E Heffernan

That the Albert Facey Homestead Committee recommend to Council for the cart which is stored at the Wickepin She Shed He Shed facility be moved to the Wickepin Toolseum.

Chief Executive Officer Nathan Cain will investigate the required size of the structure to house the cart and the requirements in regards to building and planning permits and will report back at the next Albert Facey Homestead Committee Meeting before recommending to Council.

E Heffernan

That the Albert Facey Homestead Committee recommend to Council for the Shire Gardening Team to be formally thanked for the presentation of the Albert Facey Homestead garden.

E Heffernan

That the Albert Facey Homestead Committee recommend to Council to promote the Albert Facey Homestead on the Shire website and other social media platforms from July 2023.

### Committee Decision

**Resolution**    **AFHC-230503-02**

**Moved**        **E Heffernan**

**Second**       **L Rose**

**That the Albert Facey Homestead Committee recommend to Council to –**

- 1. Formally thank the Shire Gardening Team for the presentation of the Albert Facey Homestead garden.**
- 2. Promote the Albert Facey Homestead on the Shire website and other social media platforms from July 2023.**

**Carried**        **4/0**

L Rose

That the Albert Facey Homestead Committee recommend to Council for a \$100 Gift Card to be given to Ms J Chalmers as a thank you for her continued volunteering efforts and assistance regarding the promotion and operation of the Albert Facey Homestead.

#### **Committee Decision**

**Resolution** AFHC-230503-03

**Moved** L Rose

**Second** C Astbury

**That the Albert Facey Homestead Committee recommend to Council to present a \$100 Gift Card to Ms J Chalmers as a thank you for her continued volunteering efforts and assistance regarding the promotion and operation of the Albert Facey Homestead.**

**Carried** 4/0

## **10 Receipt of Committee Minutes or Reports and Consideration of Recommendations**

Nil

## **11 Notices of Motions for the Following Meeting**

The following Notice of Motion was tabled for consideration at the next Albert Facey Homestead Committee meeting –

Promotion of the Albert Facey Homestead –

- Create an Albert Facey Homestead Facebook Page.
- Ideas to promote the Albert Facey Homestead as a tourist attraction.



## 12 Reports and Information

### 12.1 Albert Facey Homestead Municipal Funds (November 2022 – April 2023)

<b>Submission To</b>	Albert Facey Homestead Committee
<b>Location / Address</b>	-
<b>Name of Applicant</b>	-
<b>File Reference</b>	CR.MEE.208
<b>Author</b>	N Cain – Chief Executive Officer
<b>Interest Disclosures</b>	-
<b>Report Written Date</b>	27 April 2023
<b>Attachments</b>	-

#### Summary

The purpose of this report is to present the financial activity for the Albert Facey Homestead.

Committee is requested to receive the information, as presented.

#### Background

The Committee has requested to be presented with the financial activity associated with the operations of the Albert Facey Homestead.

#### Comments

Shire officers have prepared the financial activity for the Albert Facey Homestead and this is presented below for Committee's consideration –

<b>Date</b>	<b>Description</b>	<b>Income</b>
17/11/2022	ALBERT FACEY TAKINGS 17/11/2022	\$ 100.00
07/12/2022	ALBERT FACEY TAKINGS 07/12/2022	\$ 40.91
17/03/2023	ALBERT FACEY TAKINGS DATE 17/3/2023	\$ 181.82
		<b>\$ 322.73</b>
<b>Date</b>	<b>Description</b>	<b>Expenditure</b>
10/10/2022	INSURANCE GST CORRECTION	\$ 27.35
10/10/2022	LGISWA- PROPERTY INSURANCE 2ND INSTALLMENT 2022/23	\$ 248.60
23/11/2022	EFIRE & SAFETY NOVEMBER 2022- 6 MONTHLY FIRE EQUIPMENT SERVICE	\$ 50.00
08/11/2022	JIMS PEST CONTROL-SPRAYING AND RODENT STATION INPSECTION	\$ 134.37
01/02/2023	DIVINE FRAMING-MOUNT AND FRAME- ALBERT FACEY POSTCARDS	\$ 230.00
29/03/2023	ELIZABETH HEFFERNAN CLEANING- 22/03/2023	\$ 50.00
03/04/2023	BROWN ANTHONY IOW PAY	\$ 51.26
03/04/2023	DEP PLANT	\$ 234.00
11/04/2023	EWEN RURAL SUPPLIES-FILLER AND KNIFE	\$ 31.82
		<b>\$ 1,057.40</b>

#### Statutory Environment

*Local Government Act 1995 – Section 6.4 Financial report*

Local governments are required to prepare and present financial reports, on an annual basis and at any other time, and in any other format, as prescribed.

**Policy Implications**

Nil

**Financial Implications**

Current Financial Year

Revenues and expenses associated with the Albert Facey Homestead are included within Council's Annual Budget and do not materially vary from initial estimates.

Future Financial Years

Nil

**Strategic Implications**

Nil

**Voting Requirement**

Simple majority

**Officer Recommendation**

*That Committee receive the Albert Facey Homestead Municipal Funds (November 2022 – April 2023) information, as presented.*

**Committee Decision**

**Resolution** AFHC-230503-04

**Moved** L Rose

**Second** E Heffernan

**That Committee receive the Albert Facey Homestead Municipal Funds (November 2022 – April 2023) information, as presented.**

**Carried** 4/0

## **13 Confidential Reports and Information**

Nil

## **14 Urgent Business**

### **Committee Decision**

**Resolution** AFHC-230503-05

**Moved** E Heffernan

**Second** C Astbury

**That the Albert Facey Homestead Committee recommend to Council to appoint Ms Shelley Starr as a member of the Albert Facey Homestead Committee.**

**Carried** 4/0

## **15 Closure**

The next Albert Facey Homestead Committee meeting will be held 7 August 2023 commencing at 1.00pm.

There being no further business the Chairperson declared the meeting closed at 11.06am.



## 10.2 Minutes Lifestyle Retirement Committee



# Minutes

Lifestyle Retirement Committee  
Wednesday 3 May 2023

Date	Wednesday 3 May 2023
Time	9:30am
Location	Shire of Wickepin 77 Wogolin Road, Wickepin WA 6370
Distribution Date	Friday 5 May 2023



## Notice of Meeting

The Chief Executive Officer recommends the endorsement of these minutes at the next Lifestyle Retirement Committee Meeting.

*Nathan Cain*

Nathan Cain  
Chief Executive Officer  
Friday 5 May 2023

## **Disclaimer**

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

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

## Terms of Reference

### 1. Name

Lifestyle Retirement Committee

### 2. Members

S Martin

Cr F Allan

Cr J Mearns

S Rose

M Lang

C Hemley

K Coxon

R Bergin

### 3. Objectives

This Committee deals with issues relating to lifestyle retirement in the Shire of Wickepin and makes recommendations to the Ordinary Council meeting.

The Lifestyle Retirement Committee has no delegated authority.

The main functions of the Committee are to:

1. *Receive reports from the Chief Executive Officer and appropriately delegated officers.*
2. *Consider the material in the reports from the Chief Executive Officer and appropriately delegated officers.*
3. *Formulate recommendations to the Ordinary Council Meeting.*
4. *To represent to the Council the views of the community regarding Aged Persons Housing.*
5. *To represent the Councils position in regards Aged Housing to regulatory bodies and interest groups/committees.*
6. *To assist the Wickepin Council in developing an Aged Housing Strategy.*

### 4. Scope/Jurisdiction

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

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

### 5. Appointment of Committee Members

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

### 6. Appointment of Committee Chair

A chairperson is appointed every second year at the first Lifestyle Retirement Committee Meeting after the Local Government elections by the committee members.

### 7. Meeting Frequency

The Lifestyle Retirement Committee meets four times a year on the second Wednesday of that month at 9:30am.



Meeting dates for 2023 are as follows:

<b>Day</b>	<b>Date</b>	<b>Time</b>
Wednesday	February 1 2023	9.30am
Wednesday	May 3 2023	9.30am
Wednesday	August 2 2023	9.30am
Wednesday	October 4 2023	9.30am

**8. Related Policies/Local Laws:** Nil.

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# **1 Declaration of Opening**

The Presiding Member declared the meeting open at 9.32am.

## **2 Attendance**

### **2.1 Present**

#### Members

S Martin	Chairperson
J Mearns	Councillor
F Allan	Councillor
S Rose	Member
C Hemley	Member
M Lang	Member
K Coxon	Member

#### Employees

N Cain	Chief Executive Officer
M Martin	Executive Support Officer

## **3 Public Question Time**

### **3.1 Responses to Previous Public Questions Taken On Notice**

Nil

### **3.2 Public Question Time**

Nil

## **4 Apologies and Leave of Absence**

### **4.1 Apologies**

Nil

### **4.2 Previously Approved Leave of Absence**

Nil

### **4.3 Requests for Leave of Absence**

Nil

## **5 Petitions, Memorials and Deputations**

### **5.1 Petitions**

Nil

## **5.2 Memorials**

Nil

## **5.3 Deputations**

Nil

# **6 Declarations of Members and Officers Interest**

A member or officer who has an impartiality, proximity or financial interest in any matter to be discussed at this meeting must disclose the nature of the interest either in a written notice given to the Chief Executive Officer prior to the meeting or at the meeting immediately before the matter is discussed.

A member who makes a disclosure in respect to an interest must not preside at the part of the meeting which deals with the matter, or participate in, or be present during, any discussion or decision-making process relative to the matter, unless the disclosing member is permitted to do so under Section 5.68 or Section 5.69 of the *Local Government Act 1995*.

The following declarations of interest have been disclosed –

Nil

# **7 Confirmation of Minutes of Previous Meetings**

## **7.1 Minutes of the Lifestyle Retirement Committee Meeting held on 1 March 2023.**

### **Officer Recommendation**

*That the minutes of the Lifestyle Retirement Committee held on 1 March 2023 be confirmed as a true and correct record.*

### **Committee Decision**

**Resolution** LRC-230503-01

**Moved** Cr F Allan

**Second** Cr J Mearns

**That the minutes of the Lifestyle Retirement Committee held on 1 March 2023 be confirmed as a true and correct record.**

**Carried** 6/0

## 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.).

<b>Subject/Action</b>	<b>Officer</b>	<b>Progress</b>	<b>Status</b>	<b>Comment</b>
Commence process of naming the complex and individual units.	CEO	CEO to commence researching suitable names for individual units.	✓	Refer to item 12.1

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

○ = in progress    ✓ = completed    × =superseded

## 9 Motions of Which Notice Has Been Given

Nil

## 10 Receipt of Committee Minutes or Reports and Consideration of Recommendations

Nil

## 11 Notices of Motions for the Following Meeting

Nil

## 12 Reports and Information

### 12.1 Naming of the Wickepin Independent Living Units Complex / Units

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<b>Submission To</b>	Lifestyle Retirement Committee Meeting
<b>Location / Address</b>	Johnston Street, Wickepin
<b>Name of Applicant</b>	-
<b>File Reference</b>	CR.MEE.203
<b>Author</b>	N Cain – Chief Executive Officer
<b>Interest Disclosures</b>	-
<b>Report Written Date</b>	28 April 2023
<b>Attachments</b>	-

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#### Summary

Committee is requested to recommend to Council an appropriate name for the Wickepin Independent Living Unit Complex which may, or may not, include the naming of each individual unit of the facility.

#### Background

Committee has previously requested the Chief Executive Officer research options for the naming of the Wickepin Independent Living Unit Complex which may, or may not, include the naming of each individual unit of the facility.

Council operates the “Yarling Court Units” which are rented to young singles, with each of the four (4) units named after locations in the District.

Council also operates “Cottage Homes” which are rented to the aged (over 65 years), with each of the five (5) units simply known as units one (1) to five (5).

Additionally, Council operates two (2) units on Collins Street, Wickepin, which do not have a name, and are known only by the address.

As such, no identifiable precedent exists within the Shire of Wickepin regarding the naming of accommodation facilities owned by Council.

#### Comments

Shire officers have researched other local governments with regards to the naming similar of accommodation facilities and their individual units and have found differing approaches not dissimilar to those applicable to the Shire of Wickepin.

In researching, Shire officers have also spoken with long-term residents to gauge potential naming opportunities and approaches.

A brief summary of this research is presented below –

## Using names of prominent / founding individuals and, or, families

Upon recommendation, Shire officers have researched the following people / families as possible suggestions towards the naming of the facility –

- Les Hemley

The Hemley family moved to Wickepin in 1906 and purchased a farm they called “Willerene”, which was the family home until 1962.

Lesley was one (1) of four (4) children and his father bought the Richter’s farm in 1924, which now belongs to Phillip and Julie Russell.

He became very involved in the Wickepin community and had many successes with his Poll Hereford stud.

His achievements included –

- Awarded an MBE by the Queen for service rendered to the district in 1979.
- Awarded Citizen of the Year for the Shire of Wickepin 1981.
- Awarded two medals from the Bush Fire Board of WA for over 35 years voluntary service, most of which he served as Chief Fire Control Officer.
- Was a founding member of Country Regional Councils in WA and served for 44 years, and was State President for 16 years.
- He served as a member of the Wickepin Road Board and Shire Council for a period of over 23 years – 6 years as Deputy President.
- Past President and Honorary Life member of the WA Poll Hereford Society.
- Past Vice-President of the United Beef Breeders of WA.
- Life member of the Wickepin Tennis Club, Patron of the club and served 37 years on the committee of the Club.

- Arthur Russell

The Russell family moved to WA in the 1900’s.

Arthur was in the engineering section during the war and went to France where he was taken prisoner and nursed back to health by the Germans.

Arthur attended Claremont Teachers College in 1949 and travelled to England and Europe in the 1950’s to experience life and art.

He was awarded the Centenary Medal for his long service to art and teaching in 2001 and he is regarded as one of the State’s best known and loved artists.

- Arthur Mutton

The Muttons moved to Wickepin in 1926. Arthur Mutton married Minnie Hoyle in 1941 and purchased a farm in the District.

- Rose Family

The Rose family moved to Wickepin in 1892 and started farming east of Narrogin. It was the oldest established farm in the Wickepin Shire.

## Flowers of the District

The Shire of Wickepin is well known for the variety of wildflowers which can be found throughout the District.

Some of these include –

- Fringed Mantis Spider Orchid
- Pink Fairy Orchid
- Banded Greenhood
- Blue Scented Sun Orchid
- Red Leschenaultia Formosa
- Red Blood Orchid

#### Trees of the District

The District has many identifiable and prominent trees which can be found throughout, including –

- Sandalwood
- Ficofolia
- York Gum
- She oak
- Wandoo
- Salmon Gum

#### Flowering Shrubs of the District

Many flowering shrubs are also found in the area, including –

- Verticordia
- Grevillea
- Melaleuca
- Banksia
- Hakea
- Acacia
- Manna Gum
- Isopogen

Shire officers do not hold a particular view on the appropriateness, or otherwise, of the naming of the facility or the units.

The experience of Shire officers is the naming of individual units can be problematic when directing services such as electricians, plumbers etc., although this can be suitably overcome through the use of adequate signage.

Shire officers can only offer a limited view of the possibilities regarding the naming of the facility and / or individual units.

An alternative and recommended option is for Committee to recommend to Council to seek community submissions for suitable names.



The units are still some time before completion which would allow sufficient time for a community submission period to occur and this does preclude the use of names already identified in this report.

Community submissions may also identify other names not yet thought of by Shire officers or Committee.

Although not a legislated requirement to be followed, Landgate's "*Policies and Standards for Geographical Naming in Western Australia*" requires the naming of government buildings, infrastructure and facilities of significance to the community to not conflict with existing names.

It is expected the required naming policies will be applied to avoid unnecessary duplications and any possible confusion.

Landgate is also to be notified when naming actions are applied so the information can be included in the State's Gazetteer and made available for use by the community, essential and emergency service responders.

Suitable names for such facilities should be assessed against the following criteria –

- Whether the name has geographical, historical, cultural or local significance.
- If a living person is nominated, they must have contributed time, money or services to the community which is not part of their work, for at least ten (10) years.
- Named after people who have been recognised in their field of expertise at a state, national or higher level, for at least ten (10) years.
- Names shall not include persons who have been convicted of criminal offences.
- Family names which have already been used are not to be considered even though it refers to a different family. Consideration may be given to using the person's full name, for example, Joe Smith Library.
- Buildings, infrastructure, and facilities named after a person may include an appended functional title where this would serve to clarify the location of the building or assist in identification.
- Corporate names should be avoided for permanent recognition.

## **Statutory Environment**

*Australian / New Zealand Standard AS / NZS 4819:2011 Rural and urban addressing*

All Western Australian rural and urban address allocations are recorded by Landgate in accordance with AS / NZS 4819:2011 which was prepared by the Street Address Working Group of the Intergovernmental Committee on Surveying and Mapping (ICSM).

## **Policy Implications**

Nil

## **Financial Implications**

### Current Financial Year

Nil

### Future Financial Years

Nil

## **Strategic Implications**

Nil

## **Voting Requirement**

Simple majority

***NOTE: S Rose would like it documented that he has no known connection to the Rose Family stated in Agenda item 12.1 - Naming of the Wickepin Independent Living Units Complex / Units.***

**9.36am C Hemley entered the meeting.**

## **Officer Recommendation**

*That the Lifestyle Retirement Committee recommend to Council to –*

- 1. Call for public submissions regarding suggested names for the Wickepin Independent Living Units Complex / Units, and*
- 2. For any received submissions to be provided to the Lifestyle Retirement Committee for consideration.*

## **Committee Decision**

**Resolution LRC-230503-02**

**Moved S Rose**

**Second Cr J Mearns**

**That the Lifestyle Retirement Committee recommend to Council to name the Independent Living Units Complex / Units as Banksia Court and the individual units be named after native flora found in the District.**

**Carried 4/3**

## **Reason for Variance**

**It was recommended to name the Independent Living Units Complex / Units Banksia Court as it is a representation of the Shire emblem, and therefore suggested to name the individual units after native flora found in the district to follow on with the theme of the Complex name.**

### **13 Confidential Reports and Information**

Nil

### **14 Urgent Business**

Nil

### **15 Closure**

The next Lifestyle Retirement Committee meeting will be held 2 August 2023 commencing at 9:30am.

There being no further business the Chairperson declared the meeting closed at 10.15am.



## **14.1 Monthly Schedule of Accounts Paid – March 2023**

<b>List of Accounts Due &amp; Submitted to Council</b>				
<b>30th April 2023</b>				
<b>Chq/EFT</b>	<b>Date</b>	<b>Name</b>	<b>Description</b>	<b>Muni</b>
EFT13432	05/04/2023	CHILL N GRILL	COMMUNITY BBQ TRAILER REMAINING BALANCE	\$ 20,285.00
EFT13433	11/04/2023	OFFICE OF REGIONAL ARCHITECTURE	LAKE YEALERING ABLUTIONS- DESIGN DEVELOPMENT	\$ 6,048.90
EFT13434	13/04/2023	AUSTRALIA POST	MARCH 2023 POSTAGE	\$ 63.10
EFT13435	13/04/2023	AIR LIQUIDE WA PTY LTD	CYLINDER RENTAL 01/03/2023-31/03/2023	\$ 60.86
EFT13436	13/04/2023	AQUATIC SERVICES WA	SERVICE WORK TO OVAL- PUMP AND CHEMICAL	\$ 2,768.70
EFT13437	13/04/2023	GOODYEAR AUTOCARE NARROGIN	2 X TYRE REPAIRS	\$ 205.00
EFT13438	13/04/2023	BURGESS RAWSON (WA) PTY LTD	WATER USAGE 01/02/2023 TO 28/03/2023	\$ 910.70
EFT13439	13/04/2023	BUNNINGS	TOOLS FOR MAINTENANCE TRUCK	\$ 429.72
EFT13440	13/04/2023	DOWNER EDI WORKS PTY LTD	DELIVERY OF AGGREGATE TO RABBIT PROOF FENCE ROAD	\$ 339,604.12
EFT13441	13/04/2023	EDWARDS MOTORS PTY LTD	REAR SEAT COVER AND CANVAS SEAT COVER	\$ 770.00
EFT13442	13/04/2023	EWEN RURAL SUPPLIES	ACCOUNT MARCH 2023	\$ 4,244.79
EFT13443	13/04/2023	EASIFLEET MANAGEMENT	FACEY GROUP VEHICLE SERVICE 60,000KM SERVICE	\$ 526.17
EFT13444	13/04/2023	FULFORD EARTHMOVING & CIVIL	EXCAVATOR HIRE- REFUSE SITE MAINTENANCE MARCH	\$ 7,392.00
EFT13445	13/04/2023	GREAT SOUTHERN FUEL SUPPLIES	FUEL ACCOUNT MARCH 2023	\$ 16,377.92
EFT13446	13/04/2023	GEOFF PERKINS FARM MACHINERY	HYDRAULIC HOSE AND FREIGHT	\$ 578.56
EFT13447	13/04/2023	HANCOCKS HOME HARDWARE	LADDERS, HANDLE, FLOAT AND EDGER	\$ 788.95
EFT13448	13/04/2023	HERSEY'S SAFETY PTY LTD	DUCT TAPE, BRAKE PARTS + CLEANER, RAKE, BLADES	\$ 1,193.26
EFT13449	13/04/2023	BERYLE HOLM	CARAVAN PARK COMMISSION MARCH 2023	\$ 270.00
EFT13450	13/04/2023	KLEENHEAT GAS	CYLINDER RENTAL- 14 SMITH STREET	\$ 93.50
EFT13451	13/04/2023	LANDMARK PRODUTS PTY LTD	ASTROTOURISM YEALERING- VIEW PLATFORM BENCHES	\$ 2,563.00
EFT13452	13/04/2023	MOMA	STREET LIGHT WITH POLE AND CAGE	\$ 1,973.61
EFT13453	13/04/2023	GREAT SOUTHERN WASTE DISPOSAL	WASTE COLLECTION 27/02/2023-27/03/2023	\$ 9,986.01
EFT13454	13/04/2023	NARROGIN HARDWARE MAKIT	FORMWORK FOR HEADWALLS	\$ 182.50
EFT13455	13/04/2023	NARROGIN PACKAGING	7 X SPRINKLERS	\$ 1,316.70
EFT13456	13/04/2023	NARROGIN LIQUOR BARONS	COMMUNITY BBQ- REFRESHMENTS	\$ 274.78
EFT13457	13/04/2023	NARROGIN & DISTRICTS PLUMBING SERVICE	REPAIRS TO RETIC PIPE AT WICKEPIN OVAL	\$ 1,889.80
EFT13458	13/04/2023	OFFICEWORKS SUPERSTORES PTY LTD	STATIONERY AND FREIGHT	\$ 55.39
EFT13459	13/04/2023	PERFECT COMPUTER SOLUTIONS - PCS	COMPUTER SUPPORT 15/03/23,16/03/23,28/03/23	\$ 382.50
EFT13460	13/04/2023	PARRYS	2 X JUMPERS	\$ 44.20
EFT13461	13/04/2023	REPCO	HOSE AND PLUG	\$ 32.51
EFT13462	13/04/2023	R J SMITH ENGINEERING	GAS STRUT	\$ 35.00
EFT13463	13/04/2023	TANYA MARY SANDS	CARAVAN PARK COMMISSION MARCH 2023	\$ 162.00
EFT13464	13/04/2023	THE YEALERING PANTRY	2 X CARTONS OF TOILET ROLL	\$ 120.00
EFT13465	13/04/2023	WICKEPIN NEWSAGENCY	CATERING 13/03/2023 AND 15/03/2023	\$ 787.20
EFT13466	13/04/2023	WICKEPIN FOOTBALL CLUB	SILVER SPONSORSHIP 2023	\$ 500.00
EFT13467	13/04/2023	YEALERING HOTEL	REFRESHMENTS FOR COMMUNITY BBQ	\$ 763.00

EFT13468	18/04/2023	SHIRE OF WICKEPIN	PRINTING OF BOOKLETS- RURAL FIRE AWARENESS COURSE AUGUST 2022	\$ 10,012.80
EFT13469	19/04/2023	AUSTRALIAN TAXATION OFFICE	BAS MARCH 2023	\$ 2,709.00
EFT13470	27/04/2023	ACUMENTIS	VALUATION ON 4 PLOVER STREET	\$ 660.00
EFT13471	27/04/2023	BURGESS RAWSON (WA) PTY LTD	INDUSTRIAL RENT AND MANAGEMENT FEES	\$ 4,076.07
EFT13472	27/04/2023	BEACON EQUIPMENT	4 X LAWN MOWER BLADES	\$ 148.50
EFT13473	27/04/2023	COUNTRY PAINT SUPPLIES	PAINT, STIRRER AND ROLLER COVERS	\$ 381.17
EFT13474	27/04/2023	DC & LB CURTIS	SUPPLY MATERIALS FOR PLAY GROUP BUILDING ROOF	\$ 17,600.00
EFT13475	27/04/2023	DUFFY ELECTRICS	CALLOUT TO YEALERING CARAVAN PARK	\$ 271.30
EFT13476	27/04/2023	FULTON HOGAN	2 X IBC OF EMULSION (PATCHING MATERIALS)	\$ 2,860.00
EFT13477	27/04/2023	EDWARDS MOTORS PTY LTD	VEHICLE CHANGEOVER- PURCHASE 2023 ISUZU MUX AND TRADE IN 2022 ISUZU MUX	\$ 3,680.00
EFT13478	27/04/2023	EMBROIDER ME	3 X JUMPERS EMBROIDERY	\$ 31.35
EFT13479	27/04/2023	FACEY GROUP INC	INSTALLMENT 2- 2022/2023 SPONSORSHIP	\$ 5,500.00
EFT13480	27/04/2023	HITECH BRAKE AND CLUTCH	INJECTORS AND ROCKER COVER KIT	\$ 6,545.00
EFT13481	27/04/2023	ISWEEP	16 HOUR SWEEPING OF TOWN	\$ 2,464.00
EFT13482	27/04/2023	KBUILT CONSTRUCTION	COMPLETION OF GARAGE DOORS	\$ 13,200.00
EFT13483	27/04/2023	LIMITLESS PROMOTIONS	100 X DOG TAGS, 115 X CAT TAGS	\$ 610.00
EFT13484	27/04/2023	NARROGIN CHAMBER OF COMMERCE	2023/2024 ANNUAL MEMBERSHIP RENEWAL	\$ 300.00
EFT13485	27/04/2023	NARROGIN BEARING SERVICES	1 X PETROL GENERATOR	\$ 1,538.50
EFT13486	27/04/2023	NARROGIN PUMPS, SOLAR AND SPRAYING	PUMP AND HOUSING REPAIRS	\$ 641.25
EFT13487	27/04/2023	NARROGIN CARPETS & CURTAINS	SUPPLY AND INSTALL BLINDS FOR UNIT 1 YARLING COURT	\$ 1,823.80
EFT13488	27/04/2023	NARROGIN & DISTRICTS PLUMBING SERVICE	INSTALL TOILET BLOCK TO HARRISMITH HALL	\$ 46,750.00
EFT13489	27/04/2023	NEWMANS CONCRETE	SLABS, HEADWALLS, WINGWALLS AND FREIGHT	\$ 24,749.12
EFT13490	27/04/2023	PLAN E - LANDSCAPE PTY LTD	DRAFT LANDSCAPE MASTERPLAN AND UPGRADE TO FINAL, PRESENTATION TO SHIRE	\$ 1,498.29
EFT13491	27/04/2023	REPCO	RESISTOR, TAIL LIGHTS AND TRAILER SOCKET	\$ 472.37
EFT13492	27/04/2023	SHENTON ENTERPRISES PTY LTD	RE-PLUMB AND FIT NEW VALVE TO SEWER PUMP STATION AT OVAL	\$ 9,020.00
EFT13493	27/04/2023	SHIRE OF NARROGIN	EHO VISITS- MARCH 2023 (1 HOUR, 7KMS)	\$ 176.70
EFT13494	27/04/2023	WA HINO SALES & SERVICE	SERVICE KIT AND AIR FILTER	\$ 501.35
EFT13495	27/04/2023	WALGA	POSITION DESCRIPTION REVIEW -FINANCE OFFICER	\$ 275.00
EFT13496	27/04/2023	WURTH AUSTRALIA PTY LTD	WORKSHOP CLEANER, BRAKE CLEANER+CLEANING AGENT	\$ 933.90
			<b>TOTALS EFT</b>	<b>\$ 583,108.92</b>
15879	13/04/2023	SYNERGY	STREETLIGHTS 25/02/2023-06/03/2023	\$ 1,767.50
15880	27/04/2023	WATER CORPORATION	WATER USAGE 22/02/23-21/04/2023	\$ 951.49
15881	27/04/2023	SYNERGY	ELECTRICITY ACCOUNT 10/01/2023-13/03/2023	\$ 2,902.54
			<b>TOTALS CHEQUES</b>	<b>\$ 5,621.53</b>
DD14020.1	01/04/2023	3E ADVANTAGE PTY LTD	PHOTOCOPIER PAYMENTS MARCH 2023	\$ 1,095.05

DD14037.1	17/04/2023	WESTNET PTY LTD	INTERNET CHARGES 01/05/2023-01/06/2023	\$ 144.90
DD14049.1	25/04/2023	CRISP WIRELESS PTY LTD	INTERNET SUBSCRIPTION MAY 2023	\$ 99.00
			<b>TOTALS DIRECT DEBITS</b>	<b>\$ 1,338.95</b>
DD14078.1	19/04/2023	ANZ BANK	APRIL 2023 CREDIT CARD PAYMENT	\$ 2,535.15
			<b>TOTALS CREDIT CARD</b>	<b>\$ 2,535.15</b>
63130423	13/04/2023	TELSTRA	TELSTRA ACCOUNT 14/03/2023- 13/04/2023	\$ 1,680.68
			<b>TOTALS BPAY</b>	<b>\$ 1,680.68</b>
DD14000.1	05/04/2023	AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	\$ 4,230.47
DD14000.2	05/04/2023	SPIRIT SUPER	SUPERANNUATION CONTRIBUTIONS	\$ 345.43
DD14000.3	05/04/2023	ANZ SUPER	SUPERANNUATION CONTRIBUTIONS	\$ 87.70
DD14000.4	05/04/2023	MLC SUPER FUND	SUPERANNUATION CONTRIBUTIONS	\$ 376.96
DD14000.5	05/04/2023	PRIME SUPER	SUPERANNUATION CONTRIBUTIONS	\$ 662.63
DD14000.6	05/04/2023	FIRSTCHOICE WHOLESALE PERSONALSUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	\$ 386.74
DD14000.7	05/04/2023	NETWEALTH INVESTMENTS	SUPERANNUATION CONTRIBUTIONS	\$ 248.71
DD14000.8	05/04/2023	AUSTRALIAN RETIREMENT TRUST SUPER SAVINGS	SUPERANNUATION CONTRIBUTIONS	\$ 225.53
DD14000.9	05/04/2023	AUSTRALIAN SUPER	SUPERANNUATION CONTRIBUTIONS	\$ 168.27
DD14033.1	19/04/2023	AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	\$ 4,110.84
DD14033.2	19/04/2023	MLC SUPER FUND	SUPERANNUATION CONTRIBUTIONS	\$ 374.52
DD14033.3	19/04/2023	PRIME SUPER	SUPERANNUATION CONTRIBUTIONS	\$ 551.22
DD14033.4	19/04/2023	FIRSTCHOICE WHOLESALE PERSONALSUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	\$ 375.12
DD14033.5	19/04/2023	NETWEALTH INVESTMENTS	SUPERANNUATION CONTRIBUTIONS	\$ 248.71
DD14033.6	19/04/2023	AUSTRALIAN RETIREMENT TRUST SUPER SAVINGS	SUPERANNUATION CONTRIBUTIONS	\$ 75.18
DD14033.7	19/04/2023	AUSTRALIAN SUPER	SUPERANNUATION CONTRIBUTIONS	\$ 186.32
DD14033.8	19/04/2023	ESSENTIAL SUPER	SUPERANNUATION CONTRIBUTIONS	\$ 209.97
DD14033.9	19/04/2023	SPIRIT SUPER	SUPERANNUATION CONTRIBUTIONS	\$ 344.47
DD14000.10	05/04/2023	ESSENTIAL SUPER	SUPERANNUATION CONTRIBUTIONS	\$ 209.97
			<b>TOTALS SUPERANNUATION</b>	<b>\$ 13,418.76</b>
98030423	03/04/2023	DEPT OF TRANSPORT	TRANS LICENSING	\$ 127.50
98040423	04/04/2023	DEPT OF TRANSPORT	TRANS LICENSING	\$ 58.40
98060423	06/04/2023	DEPT OF TRANSPORT	TRANS LICENSING	\$ 683.70
98110423	11/04/2023	DEPT OF TRANSPORT	TRANS LICENSING	\$ 297.75
98120423	12/04/2023	DEPT OF TRANSPORT	TRANS LICENSING	\$ 151.90
98130423	13/04/2023	DEPT OF TRANSPORT	TRANS LICENSING	\$ 1,935.15
98140423	14/04/2023	DEPT OF TRANSPORT	TRANS LICENSING	\$ 3,084.80
98170423	17/04/2023	DEPT OF TRANSPORT	TRANS LICENSING	\$ 367.90
98180423	18/04/2023	DEPT OF TRANSPORT	TRANS LICENSING	\$ 175.00
98190423	19/04/2023	DEPT OF TRANSPORT	TRANS LICENSING	\$ 1,030.90
98210423	21/04/2023	DEPT OF TRANSPORT	TRANS LICENSING	\$ 4,742.75
98260423	26/04/2023	DEPT OF TRANSPORT	TRANS LICENSING	\$ 94.05

98270423	27/04/2023	DEPT OF TRANSPORT	TRANS LICENSING	\$ 11,190.70
98280423	28/04/2023	DEPT OF TRANSPORT	TRANS LICENSING	\$ 1,466.65
			<b>TOTALS LICENSING</b>	<b>\$ 25,407.15</b>
5/04/2023	05/04/2023	PAYROLL	PAYROLL	\$ 47,044.00
19/04/2023	19/04/2023	PAYROLL	PAYROLL	\$ 43,855.00
			<b>TOTALS PAYROLL</b>	<b>\$ 90,899.00</b>
			<b>ACCOUNT TOTALS</b>	<b>\$ 724,010.14</b>
			<b>TOTAL PAYMENTS FOR APRIL 2023</b>	<b>\$ 724,010.14</b>
<b>Credit Card Payment Summary</b>				
<b>23RD MARCH 2023 TO 23RD APRIL 2023</b>				
	<b>CARD ENDING XXXX224175</b>		<b>DEPUTY CEO</b>	
	<b>DATE</b>	<b>COMPANY</b>	<b>PURCHASE</b>	
	21/03/2023	CROWN PROMENADE BURSWOOD	PARKING AND MEALS FOR TRAINING	\$ 219.85
	23/03/2023	CROWN PROMENADE BURSWOOD	ACCOMODATION FOR TRAINING	\$ 373.15
	24/03/2023	SHIRE OF WICKEPIN	LICENCE RENEWAL	\$ 179.80
	29/03/2023	AUSTRALIAN FINANCIAL BARTON	NPII SEARCH	\$ 15.00
	6/04/2023	APPLIED EDUCATION	MICROSOFT TRAINING	\$ 745.00
	12/04/2023	SHIRE OF WICKEPIN	LICENCE RENEWAL	\$ 72.40
	13/04/2023	DMIRS EAST PERTH	ANNUAL LICENCE FEE PAYMENT	\$ 860.00
			<b>Total For This Card</b>	<b>\$ 2,465.20</b>
	<b>CARD ENDING XXXX415831</b>		<b>CEO</b>	
	<b>DATE</b>	<b>COMPANY</b>	<b>PURCHASE</b>	
	4/04/2023	TOTAL WORKWEAR	PROTECTIVE CLOTHING	\$ 69.95
			<b>Total For This Card</b>	<b>\$ 69.95</b>





## **14.2 Statement of Financial Activity – March 2023**



## SHIRE OF WICKEPIN

### MONTHLY FINANCIAL REPORT

For the Period Ended 30 April 2023

LOCAL GOVERNMENT ACT 1995

LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996

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# Shire of Wickepin

## Compilation Report

For the Period Ended 30 April 2023

### 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 2023 of \$17,644.

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

### Preparation

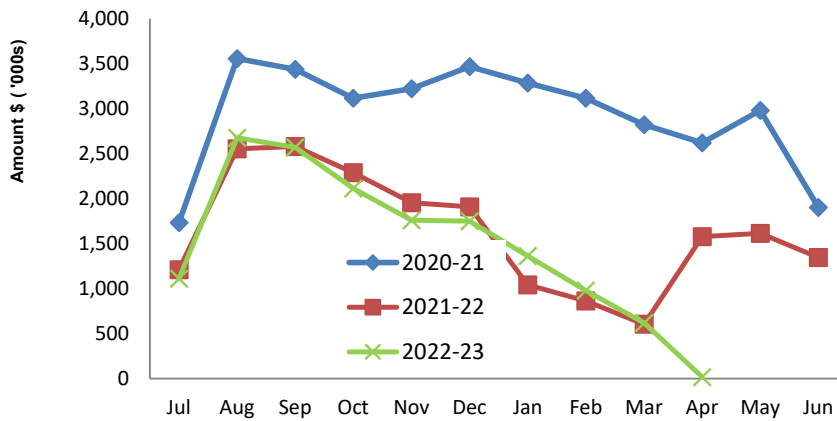
Prepared by: Erika Clement DCEO

Date prepared: 11-May-23

Reviewed by: Nathan Cain CEO

**Shire of Wickepin**  
**Monthly Summary Information**  
For the Period Ended 30 April 2023

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



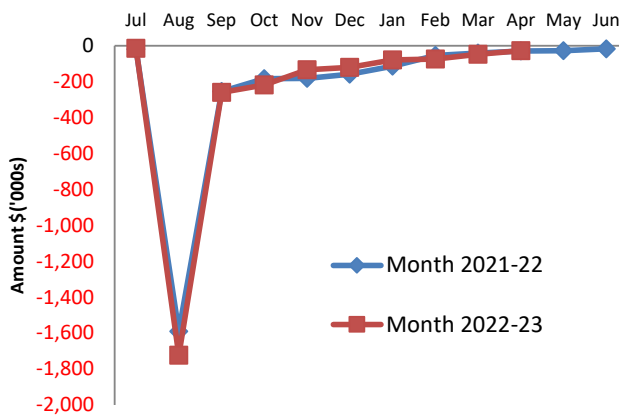
**Cash and Cash Equivalents  
as at period end**

Unrestricted	\$ 1,435,120
Restricted	\$ 3,035,461
	\$ 4,470,581

**Receivables**

Rates	\$ 27,015
Other	\$ 5,801
	\$ 32,816

**Rates Receivable (Refer Note 6)**



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

**Comments**

Unrestricted cash includes the following payments in advance

22/23 FESA paid in advance

22/23 Grants Commission - General \$794,288

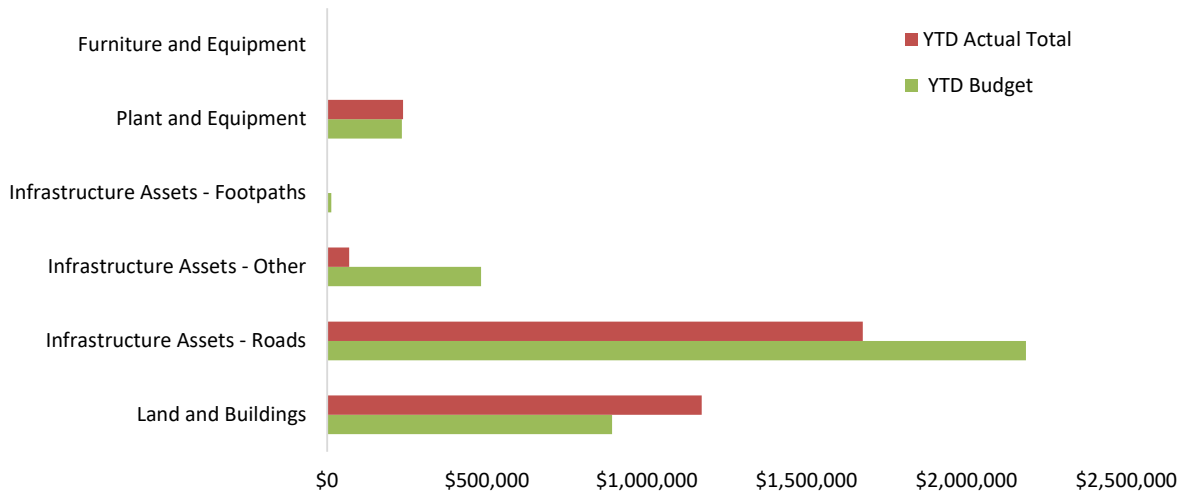
22/23 Grants Commission - Roads \$492,655

**Amounts paid in advance** **\$1,286,943**

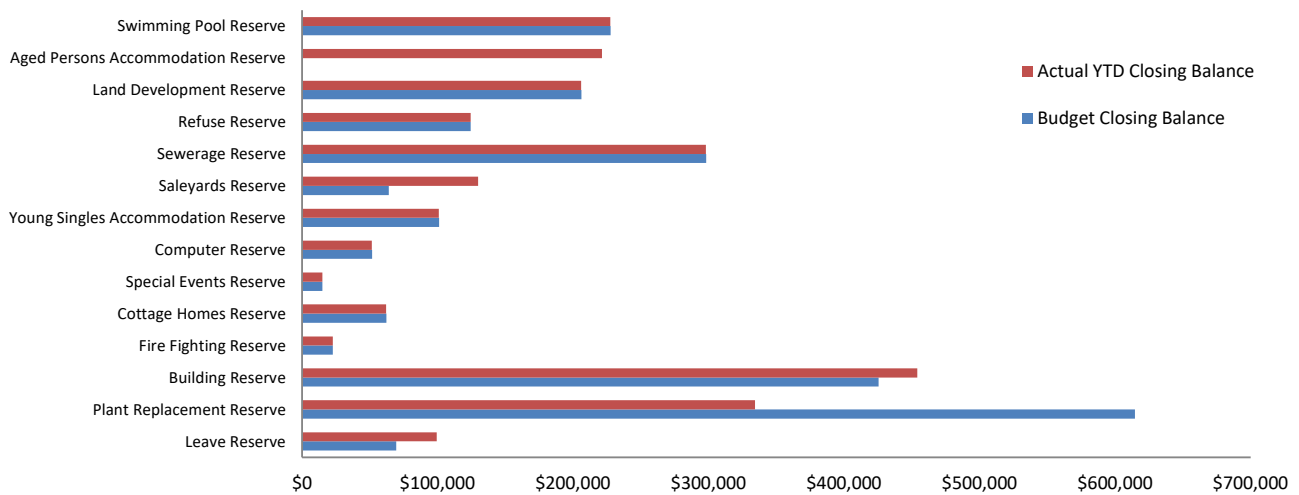
This information is to be read in conjunction with the accompanying Financial Statements and notes.

**Shire of Wickepin**  
**Monthly Summary Information**  
 For the Period Ended 30 April 2023

**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.

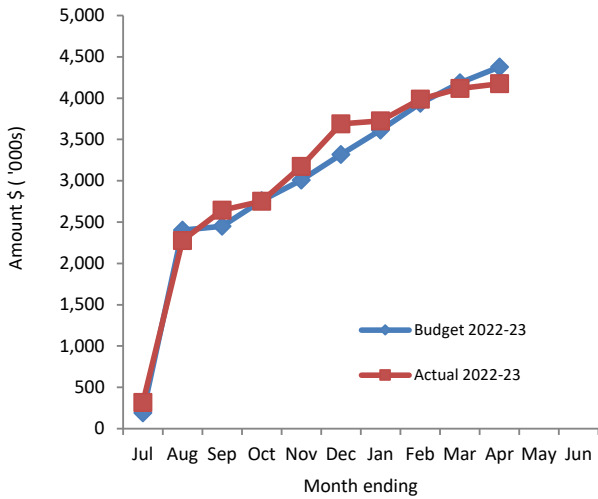
# Shire of Wickepin

## Monthly Summary Information

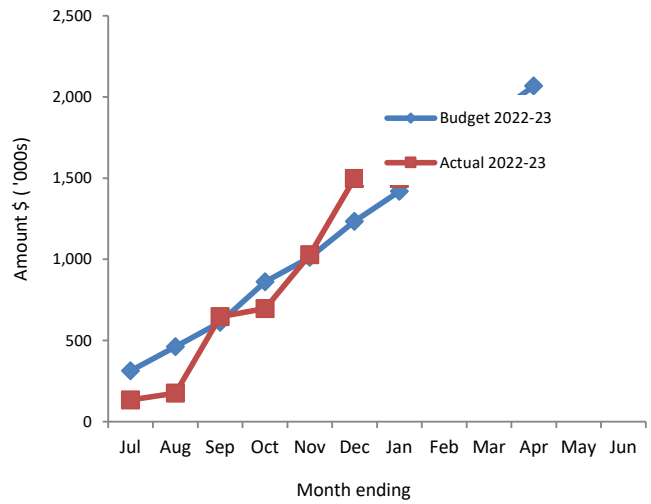
For the Period Ended 30 April 2023

### Revenues

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

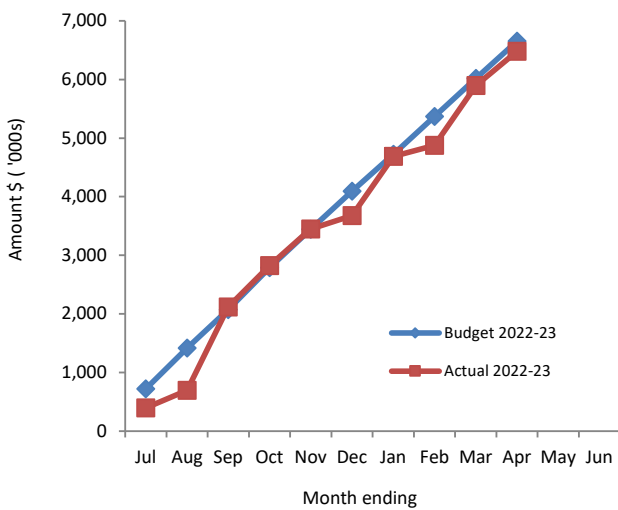


**Budget Capital Revenue -v- Actual (Refer Note 2)**

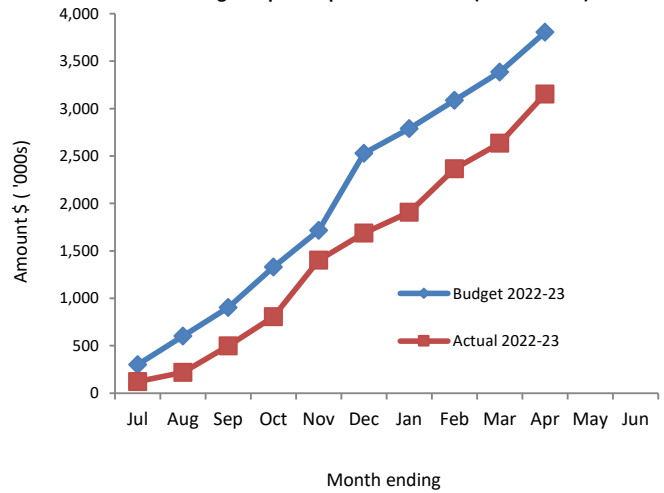


### Expenditure

**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 2023**

	Note	Annual Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
<b>Operating Revenues</b>		\$	\$	\$	\$	%	
Governance		15	10	12,057	12,047	120471.30%	▲
General Purpose Funding - Rates	9	1,483,634	1,483,554	1,471,146	(12,408)	(0.84%)	
General Purpose Funding - Other		338,554	260,168	356,951	96,783	37.20%	▲
Law, Order and Public Safety		132,367	131,647	146,727	15,080	11.46%	▲
Health		200	160	120	(40)	(25.00%)	
Education and Welfare		300	240	10,182	9,942	4142.42%	
Housing		906,884	213,950	70,407	(143,543)	(67.09%)	▼
Community Amenities		186,438	178,553	188,583	10,030	5.62%	
Recreation and Culture		829,127	120,425	37,410	(83,015)	(68.94%)	▼
Transport		2,300,428	1,903,128	1,771,168	(131,960)	(6.93%)	
Economic Services		83,325	69,410	75,068	5,658	8.15%	
Other Property and Services		19,000	15,820	34,473	18,653	117.91%	▲
<b>Total Operating Revenue</b>		<b>6,280,272</b>	<b>4,377,065</b>	<b>4,174,292</b>	<b>(202,773)</b>		
<b>Operating Expense</b>							
Governance		(523,217)	(451,238)	(388,741)	62,497	13.85%	▼
General Purpose Funding		(106,479)	(89,126)	(76,120)	13,006	14.59%	▼
Law, Order and Public Safety		(249,164)	(212,615)	(214,862)	(2,247)	(1.06%)	
Health		(26,325)	(21,890)	(21,273)	617	2.82%	
Education and Welfare		(53,751)	(44,740)	(50,185)	(5,445)	(12.17%)	
Housing		(175,571)	(147,040)	(143,266)	3,774	2.57%	
Community Amenities		(487,311)	(407,170)	(377,458)	29,712	7.30%	
Recreation and Culture		(1,152,588)	(967,989)	(1,039,212)	(71,223)	(7.36%)	
Transport		(4,842,446)	(4,035,130)	(3,791,314)	243,816	6.04%	
Economic Services		(321,372)	(267,680)	(188,620)	79,060	29.54%	▼
Other Property and Services		4,376	(7,014)	(188,426)	(181,412)	(2586.42%)	▲
<b>Total Operating Expenditure</b>		<b>(7,933,847)</b>	<b>(6,651,632)</b>	<b>(6,479,477)</b>	<b>172,155</b>		
<b>Funding Balance Adjustments</b>							
Add back Depreciation		4,727,594	3,939,600	3,989,295	49,695	1.26%	
Adjust (Profit)/Loss on Asset Disposal	8	5,195	4,320	(4,034)	(8,354)	(193.38%)	
Adjust Provisions and Accruals		(29,918)	(29,918)	0	29,918	(100.00%)	
Adjust Rounding		0	0				
<b>Net Cash from Operations</b>		<b>3,049,296</b>	<b>1,639,435</b>	<b>1,680,076</b>	<b>40,641</b>		
<b>Capital Revenues</b>							
Proceeds from Disposal of Assets	8	196,000	147,000	179,404	32,404	22.04%	▲
<b>Total Capital Revenues</b>		<b>196,000</b>	<b>147,000</b>	<b>179,404</b>	<b>32,404</b>		
<b>Capital Expenses</b>							
Land and Buildings	13	(1,327,980)	(891,010)	(1,190,709)	(299,699)	(33.64%)	▲
Infrastructure - Roads	13	(2,622,550)	(2,185,510)	(1,674,962)	510,548	23.36%	▼
Infrastructure - Footpaths	13	(15,000)	(12,500)	0	12,500	100.00%	▼
Infrastructure -Other	13	(481,000)	(481,000)	(71,273)	409,728	85.18%	▼
Plant and Equipment	13	(234,000)	(234,000)	(215,709)	18,291	7.82%	
<b>Total Capital Expenditure</b>		<b>(4,680,530)</b>	<b>(3,804,020)</b>	<b>(3,152,653)</b>	<b>651,367</b>		
<b>Net Cash from Capital Activities</b>		<b>(4,484,530)</b>	<b>(3,657,020)</b>	<b>(2,973,249)</b>	<b>683,771</b>		
<b>Financing</b>							
Proceeds from New Debentures	10	0	0	0	0		
Self-Supporting Loan Principal		7,124	7,124	7,124	0	0.01%	
Transfer from Reserves	7	346,248	0	0	0		
Repayment of Debentures	10	(46,784)	(26,908)	(26,908)	(0)	(0.00%)	
Transfer to Reserves	7	(282,500)	0	0	0		
<b>Net Cash from Financing Activities</b>		<b>24,088</b>	<b>(19,784)</b>	<b>(19,784)</b>	<b>0</b>		
<b>Net Operations, Capital and Financing</b>		<b>(1,411,146)</b>	<b>(2,037,369)</b>	<b>(1,312,957)</b>	<b>724,412</b>		
<b>Opening Funding Surplus(Deficit)</b>	3	<b>1,411,055</b>	<b>1,411,055</b>	<b>1,330,601</b>	<b>(80,454)</b>	<b>(5.70%)</b>	
<b>Closing Funding Surplus(Deficit)</b>	3	<b>(91)</b>	<b>(626,314)</b>	<b>17,644</b>	<b>643,958</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 2023**

	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	1,483,634	1,483,554	1,471,146	(12,408)	(0.84%)	
Operating Grants, Subsidies and Contributions	11	1,985,749	533,507	539,259	5,752	1.08%	
Fees and Charges		484,626	436,731	497,944	61,213	14.02%	▲
Service Charges		0	0	0	0		
Interest Earnings		6,800	3,570	41,073	37,503	1050.51%	▲
Other Revenue		0	0	5,617	5,617		
Profit on Disposal of Assets	8	0	0	8,088	8,088		
<b>Total Operating Revenue</b>		<b>3,960,809</b>	<b>2,457,362</b>	<b>2,563,128</b>	<b>105,766</b>		
<b>Operating Expense</b>							
Employee Costs		(1,367,607)	(1,145,155)	(1,083,476)	61,679	5.39%	
Materials and Contracts		(1,399,362)	(1,174,548)	(954,590)	219,958	18.73%	▲
Utility Charges		(182,750)	(152,210)	(178,986)	(26,776)	(17.59%)	▼
Depreciation on Non-Current Assets		(4,727,594)	(3,939,600)	(3,989,295)	(49,695)	(1.26%)	
Interest Expenses		(3,387)	(2,810)	(3,822)	(1,012)	(36.00%)	
Insurance Expenses		(227,952)	(214,999)	(238,630)	(23,631)	(10.99%)	▼
Other Expenditure		(20,000)	(17,990)	(26,624)	(8,634)	(48.00%)	
Loss on Disposal of Assets	8	(5,195)	(4,320)	(4,054)	266	6.16%	
<b>Total Operating Expenditure</b>		<b>(7,933,847)</b>	<b>(6,651,632)</b>	<b>(6,479,477)</b>	<b>172,155</b>		
<b>Funding Balance Adjustments</b>							
Add back Depreciation		4,727,594	3,939,600	3,989,295	49,695	1.26%	
Adjust (Profit)/Loss on Asset Disposal	8	5,195	4,320	(4,034)	(8,354)	(193.39%)	
Adjust Provisions and Accruals		(29,918)	(29,918)		29,918	(100.00%)	
Adjust Rounding		0	0	0			
<b>Net Cash from Operations</b>		<b>729,833</b>	<b>(280,268)</b>	<b>68,911</b>	<b>349,179</b>		
<b>Capital Revenues</b>							
Grants, Subsidies and Contributions	11	2,319,463	1,919,703	1,611,165	(308,538)	(16.07%)	▼
Proceeds from Disposal of Assets	8	196,000	147,000	179,404	32,404	22.04%	▲
Proceeds from Sale of Assets		0	0	0	0		
<b>Total Capital Revenues</b>		<b>2,515,463</b>	<b>2,066,703</b>	<b>1,790,569</b>	<b>(276,134)</b>		
<b>Capital Expenses</b>							
Land and Buildings	13	(1,327,980)	(891,010)	(1,190,709)	(299,699)	(33.64%)	▼
Infrastructure - Roads	13	(2,622,550)	(2,185,510)	(1,674,962)	510,548	23.36%	▲
Infrastructure - Footpaths	13	(15,000)	(12,500)	0	12,500	100.00%	▲
Infrastructure - Drainage	13	(481,000)	(481,000)	(71,273)	409,728	85.18%	▲
Plant and Equipment	13	(234,000)	(234,000)	(215,709)	18,291	7.82%	
<b>Total Capital Expenditure</b>		<b>(4,680,530)</b>	<b>(3,804,020)</b>	<b>(3,152,653)</b>	<b>651,367</b>		
<b>Net Cash from Capital Activities</b>		<b>(2,165,067)</b>	<b>(1,737,317)</b>	<b>(1,362,084)</b>	<b>375,233</b>		
<b>Financing</b>							
Proceeds from New Debentures		0	0	0	0		
Proceeds from Advances		0	0	0	0		
Self-Supporting Loan Principal		7,124	7,124	7,124	0	0.01%	
Transfer from Reserves	7	346,248	0	0	0		
Advances to Community Groups		0	0	0	0		
Repayment of Debentures	10	(46,784)	(26,908)	(26,908)	(0)	(0.00%)	
Transfer to Reserves	7	(282,500)	0	0	0		
<b>Net Cash from Financing Activities</b>		<b>24,088</b>	<b>(19,784)</b>	<b>(19,784)</b>	<b>0</b>		
<b>Net Operations, Capital and Financing</b>		<b>(1,411,146)</b>	<b>(2,037,369)</b>	<b>(1,312,957)</b>	<b>724,412</b>		
<b>Opening Funding Surplus(Deficit)</b>	3	<b>1,411,055</b>	<b>1,411,055</b>	<b>1,330,601</b>	<b>(80,454)</b>	<b>(5.70%)</b>	
<b>Closing Funding Surplus(Deficit)</b>	3	<b>(91)</b>	<b>(626,314)</b>	<b>17,644</b>	<b>643,958</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.



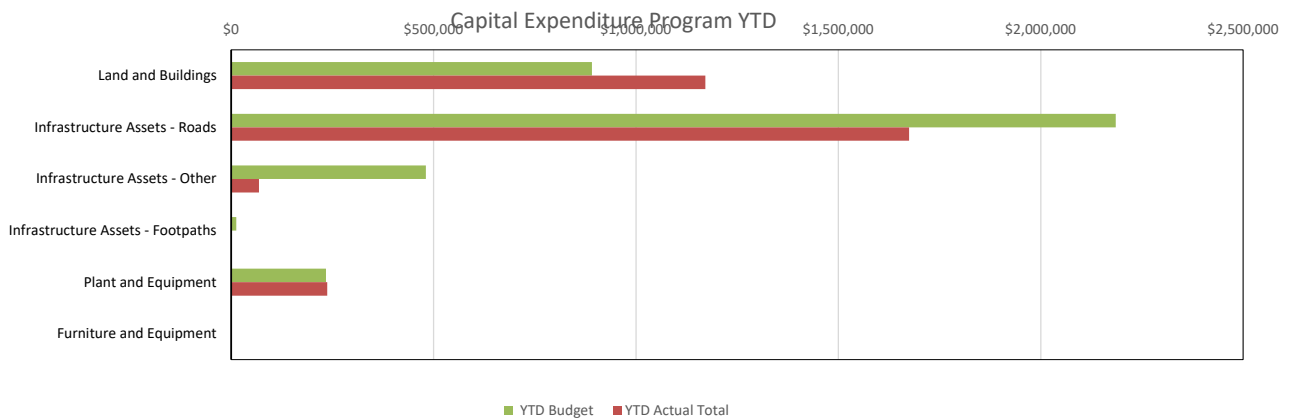
**SHIRE OF WICKEPIN**  
**STATEMENT OF CAPITAL ACQUISITIONS AND CAPITAL FUNDING**  
For the Period Ended 30 April 2023

Capital Acquisitions	Note	YTD 30 04 2023					
		YTD Actual New /Upgrade (a)	YTD Actual (Renewal Expenditure) (b)	YTD Actual Total (c) = (a)+(b)	YTD Budget (d)	Amended Annual Budget	Variance (d) - (c)
Land and Buildings	13	\$ 1,171,615	\$ 0	\$ 1,171,615	\$ 891,010	\$ 1,327,980	\$ 280,605
Infrastructure Assets - Roads	13		1,674,962	1,674,962	2,185,510	2,622,550	(510,548)
Infrastructure Assets - Other	13	68,673	0	68,673	481,000	481,000	(412,328)
Infrastructure Assets - Footpaths	13	0	0	0	12,500	15,000	(12,500)
Plant and Equipment	13	237,404	0	237,404	234,000	234,000	3,404
Furniture and Equipment	13	0	0	0	0	0	0
<b>Capital Expenditure Totals</b>		<b>1,477,691</b>	<b>1,674,962</b>	<b>3,152,653</b>	<b>3,804,020</b>	<b>4,680,530</b>	<b>(651,367)</b>

**Funded By:**

Capital Grants and Contributions	1,611,165	2,319,463	2,144,713	708,298
Borrowings	0	0	0	0
Other (Disposals & C/Fwd)	179,404	147,000	5,195	32,404
Own Source Funding - Cash Backed Reserves				
Aged Accommodation Reserve		0		0
Plant Reserve				0
Building Reserve				
<b>Total Own Source Funding - Cash Backed Reserves</b>	<b>0</b>	<b>0</b>	<b>(346,248)</b>	<b>0</b>
Own Source Funding - Operations		1,337,557	2,530,622	(1,337,557)
<b>Capital Funding Total</b>	<b>1,790,569</b>	<b>3,804,020</b>	<b>4,680,530</b>	<b>(2,013,451)</b>

Comments and graphs



**SHIRE OF WICKEPIN**  
**STATEMENT OF BUDGET AMENDMENTS**  
**(Statutory Reporting Program)**  
**For the Period Ended 30 April 2023**

	Adopted Budget	Adopted Budget Amendments (Note 5)	Amended Annual Budget	Amended YTD Budget (a)
<b>Operating Revenues</b>	\$	\$	\$	\$
Governance	15		15	10
General Purpose Funding - Rates	1,483,634	(12,035)	1,471,599	1,483,554
General Purpose Funding - Other	338,554	50,200	388,754	260,168
Law, Order and Public Safety	132,367		132,367	131,647
Health	200		200	160
Education and Welfare	300		300	240
Housing	906,884		906,884	213,950
Community Amenities	186,438		186,438	178,553
Recreation and Culture	829,127	35,000	864,127	120,425
Transport	2,300,428		2,300,428	1,903,128
Economic Services	83,325		83,325	69,410
Other Property and Services	19,000		19,000	15,820
<b>Total Operating Revenue</b>	<b>6,280,272</b>	<b>73,165</b>	<b>6,353,437</b>	<b>4,377,065</b>
<b>Operating Expense</b>				
Governance	(523,217)	(23,380)	(546,597)	(451,238)
General Purpose Funding	(106,479)		(106,479)	(89,126)
Law, Order and Public Safety	(249,164)		(249,164)	(212,615)
Health	(26,325)		(26,325)	(21,890)
Education and Welfare	(53,751)	(5,000)	(58,751)	(44,740)
Housing	(175,571)	142	(175,429)	(147,040)
Community Amenities	(487,311)		(487,311)	(407,170)
Recreation and Culture	(1,152,588)	(700)	(1,153,288)	(967,989)
Transport	(4,842,446)	31,720	(4,810,726)	(4,035,130)
Economic Services	(321,372)		(321,372)	(267,680)
Other Property and Services	4,376	2,500	6,876	(7,014)
<b>Total Operating Expenditure</b>	<b>(7,933,847)</b>	<b>5,282</b>	<b>(7,928,565)</b>	<b>(6,651,632)</b>
<b>Funding Balance Adjustments</b>				
Add back Depreciation	4,727,594		4,727,594	3,939,600
Adjust (Profit)/Loss on Asset Disposal	5,195		5,195	4,320
Adjust Provisions and Accruals	(29,918)		(29,918)	
<b>Net Cash from Operations</b>	<b>3,049,296</b>	<b>78,447</b>	<b>3,127,743</b>	<b>1,669,353</b>
<b>Capital Revenues</b>				
Proceeds from Disposal of Assets	196,000		196,000	147,000
Grants, Subsidies and Contributions			0	0
<b>Total Capital Revenues</b>	<b>196,000</b>	<b>0</b>	<b>196,000</b>	<b>147,000</b>
<b>Capital Expenses</b>				
Land Held for Resale				
Land and Buildings	(1,327,980)	(242,000)	(1,569,980)	(891,010)
Infrastructure - Roads	(2,622,550)		(2,622,550)	(2,185,510)
Infrastructure - Public Facilities	(481,000)		(481,000)	
Infrastructure - Footpaths	(15,000)		(15,000)	(12,500)
Infrastructure - Drainage			0	(481,000)
Plant and Equipment	(234,000)	(35,000)	(269,000)	(234,000)
Furniture and Equipment			0	0
<b>Total Capital Expenditure</b>	<b>(4,680,530)</b>	<b>(277,000)</b>	<b>(4,957,530)</b>	<b>(3,804,020)</b>
<b>Net Cash from Capital Activities</b>	<b>(4,484,530)</b>	<b>(277,000)</b>	<b>(4,761,530)</b>	<b>(3,657,020)</b>
<b>Financing</b>				
Proceeds from New Debentures	0		0	0
Proceeds from Advances	0		0	0
Self-Supporting Loan Principal	7,124		7,124	7,124
Transfer from Reserves	346,248	200,000	546,248	0
Advances to Community Groups	0		0	0
Repayment of Debentures	(46,784)		(46,784)	(26,908)
Transfer to Reserves	(282,500)		(282,500)	0
<b>Net Cash from Financing Activities</b>	<b>24,088</b>	<b>200,000</b>	<b>224,088</b>	<b>(19,784)</b>
<b>Net Operations, Capital and Financing</b>	<b>(1,411,146)</b>	<b>1,447</b>	<b>(1,409,699)</b>	<b>(2,007,451)</b>
<b>Opening Funding Surplus(Deficit)</b>	<b>1,411,055</b>	<b>(91)</b>	<b>1,410,964</b>	<b>1,410,964</b>
<b>Closing Funding Surplus(Deficit)</b>	<b>(91)</b>	<b>1,356</b>	<b>1,265</b>	<b>(596,487)</b>

**SHIRE OF WICKEPIN**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 30 April 2023**

**1. SIGNIFICANT ACCOUNTING POLICIES**

**(a) Basis of Accounting**

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

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

**Critical Accounting Estimates**

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

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

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

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

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

**(c) Rounding Off Figures**

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

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

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

**(e) Goods and Services Tax**

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

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

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

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

**SHIRE OF WICKEPIN**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 30 April 2023**

**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 2023**

**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 2023**

**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 2023**

**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 2023**

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

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

**Insurance**

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

**Loss on asset disposal**

Loss on the disposal of fixed assets.

**Depreciation on non-current assets**

Depreciation expense raised on all classes of assets.

**Interest expenses**

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

**Other expenditure**

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

**(r) Statement of Objectives**

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

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

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

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

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

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

**(s) GOVERNANCE**

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

**GENERAL PURPOSE FUNDING**

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

**LAW, ORDER, PUBLIC SAFETY**

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

**HEALTH**

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



**SHIRE OF WICKEPIN**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 30 April 2023**

**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 2023

**Note 2: EXPLANATION OF MATERIAL VARIANCES**

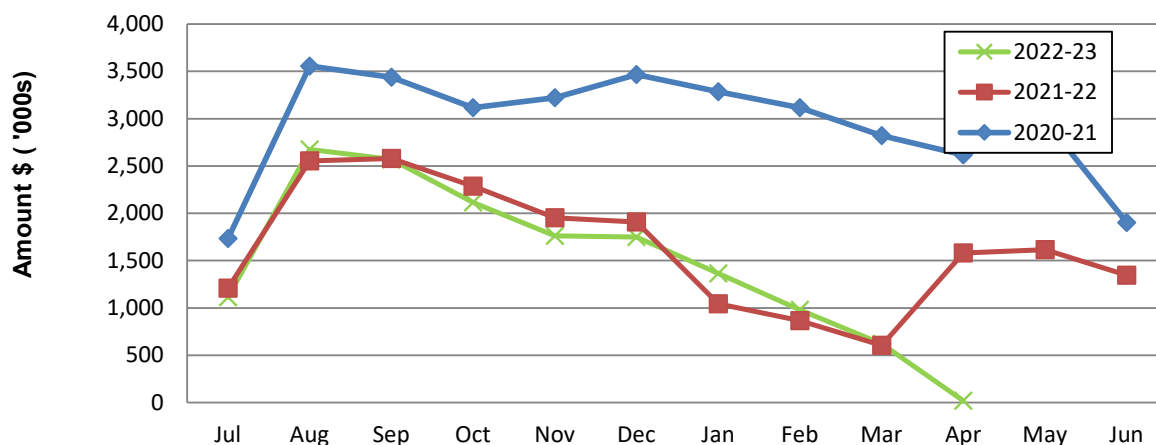
Reporting Program	Var. \$	Var. %	Var.	Timing/ Permanent	Explanation of Variance
<b>Operating Revenues</b>	\$	%			
Governance	12,047	120471%	▲	Timing	Profit on disposal of vehicles
General Purpose Funding - Other	96,783	37.20%	▲	Permanent	Increase in Interest Revenue
Law, Order and Public Safety	15,080	11.46%	▲	Timing	Supplemental grant 21.22
Housing	(143,543)	(67.09%)	▼	Timing	Housing Grant income not received to date
Community Amenities	10,030	5.62%			
Recreation and Culture	(83,015)	(68.94%)	▼	Timing	LRCl and Boat Ramp Grant Not yet received
Transport	(131,960)	(6.93%)			
Economic Services	5,658	8.15%			
Other Property and Services	18,653	117.91%	▲	Timing	Increase in Private works and Diesel Fuel Rebate
<b>Operating Expense</b>					
Governance	62,497	13.85%	▼	Timing	Computer equipment not yet purchased, Audit Fees not yet invoiced
General Purpose Funding	13,006	14.59%	▼	Timing	Reduced Valuation Expenses
Law, Order and Public Safety	(2,247)	(1.06%)			
Health	617	2.82%			
Education and Welfare	(5,445)	(12.17%)			
Housing	3,774	2.57%			
Community Amenities	29,712	7.30%			
Recreation and Culture	(71,223)	(7.36%)			
Transport	243,816	6.04%			
Economic Services	79,060	29.54%	▼	Timing	Narrogin services not yet invoiced, Caravan Park Maintenance down
Other Property and Services	(181,412)	(2586.42%)	▲	Permanent	Protective clothing increase, staff training increase
<b>Capital Revenues</b>					
Grants, Subsidies and Contributions	(308,538)	(16.07%)	▼	Timing	Road program funds not yet received
Proceeds from Disposal of Assets	32,404	22.04%	▲	Timing	Increase in Vehicle trades
<b>Capital Expenses</b>					
Land and Buildings	(299,699)	(33.64%)	▲	Timing	Increase in Lifestyle Units costs YTD
Infrastructure - Roads	510,548	23.36%	▼	Timing	Projects not yet completed
Infrastructure - Other	409,728	85.18%	▼	Timing	SkatePark not yet started
Infrastructure - Footpaths	12,500	100.00%	▼	Timing	Projects not yet started
Plant and Equipment	18,291	7.82%			
<b>Financing</b>					
Loan Principal	(0)	(0.00%)			

**SHIRE OF WICKEPIN**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
For the Period Ended 30 April 2023

**Note 3: NET CURRENT FUNDING POSITION**

		Positive=Surplus (Negative=Deficit)				
		YTD 30 Apr 2023	30 June 2022	YTD 29 Apr 2022		
Note		\$	\$	\$		
<b>Current Assets</b>						
	Cash Unrestricted	4	1,435,120	2,668,807	3,054,752	
	Cash Restricted	4	3,035,461	3,354,100	2,824,404	
	Receivables - Rates	6	27,015	17,249	157,827	
	Receivables -Other	6	5,801	131,511	5,929	
	Interest / ATO Receivable/Trust		56,432	46,164	25,304	
			4,559,830	6,217,831	6,068,216	
<b>Less: Current Liabilities</b>						
	Payables	-	46,228	(73,022)	(210,020)	
	Contract Liabilities	-	1,195,963	(1,195,963)	(853,441)	
	Provisions	-	264,533	(264,145)	(227,654)	
		-	1,506,724	(1,533,130)	(1,291,116)	
	Less: Cash Reserves	7	-	3,035,461	(3,354,100)	(2,824,404)
	<b>Net Current Funding Position</b>		<b>17,645</b>	<b>1,330,601</b>	<b>1,952,696</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 2023**

**Note 4: CASH AND INVESTMENTS**

	Interest Rate	Unrestricted \$	Restricted \$	Trust \$	Total Amount \$	Institution	Maturity Date
<b>(a) Cash Deposits</b>							
Municipal Account	0.00%	22,528			22,528	ANZ	At Call
Reserve Bank Account	0.00%		461		461	ANZ	At Call
Trust Bank Account	0.00%			108,632	108,632	ANZ	At Call
Cash On Hand	Nil	700.00			700	N/A	On Hand
<b>(b) Term Deposits</b>							
Municipal					0		
Municipal					0		
Municipal	3.05%	1,411,919			1,411,919	WA Treasury	At Call
Reserve	0.40%		3,035,000		3,035,000	Bendigo Bank	17-Jun-22
Trust	0.40%			214,539	214,539	Bendigo Bank	17-Jun-22
<b>Total</b>		<b>1,435,147</b>	<b>3,035,461</b>	<b>323,171</b>	<b>4,793,779</b>		

**Comments/Notes - Investments**

**SHIRE OF WICKEPIN**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 30 April 2023**

**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	\$	\$	\$	\$ (91)
	<b>Permanent Changes</b>						
	Opening surplus adjustment		Opening Surplus(Deficit)				(91)
3982	Harrismith Toilet Block	150323-07	Capital Expenses			(42,000)	(42,091)
3272	Independent Living Units	150323-07	Capital Expenses		200,000		157,909
1533	BBQ	150323-07	Capital Expenses			(35,000)	122,909
4874	Transfer from Building Reserve	150323-07	Operating Revenue			(200,000)	(77,091)
5642	Depot	150323-07	Operating Expenses			(15,000)	(92,091)
1512	Playgroup Roof	150323-07	Operating Expenses			(5,000)	(97,091)
0592	Admin Building	150323-07	Operating Expenses			(4,130)	(101,221)
0712	Staff Training	150323-07	Operating Expenses			(5,000)	(106,221)
0103	Bank Interest	150323-07	Operating Revenue		50,200		(56,021)
1692	BBQ Grant	150323-07	Operating Revenue		35,000		(21,021)
5603	Tree Lopping	150323-07	Operating Expenses		46,720		25,699
0662	Road Revaluation	150323-07	Operating Expenses			(40,000)	(14,301)
0662	CEO Recruitment	150323-07	Operating Expenses			(12,500)	(26,801)
0602	Upgrade of IT Equipment	150323-07	Operating Expenses			(12,000)	(38,801)
0592	Building Maintenance	150323-07	Operating Expenses			(5,570)	(44,371)
3301	Staff Housing Subsidy	150323-07	Operating Expenses		2,142		(42,229)
0151	Rates Discount	150323-07	Operating Expenses			(12,035)	(54,264)
0212	Conference Expenses	150323-07	Operating Expenses		4,000		(50,264)
0262	Refreshments	150323-07	Operating Expenses		2,000		(48,264)
0422	Councillor Phone Allowance	150323-07	Operating Expenses		820		(47,444)
0212	Training	150323-07	Operating Expenses		2,000		(45,444)
7482	Staff Relocation	150323-07	Operating Expenses		2,500		(42,944)
0762	New Payroll System - Altus	150323-07	Operating Expenses		45,000		2,056
3202	Rental Inspections (Independent)	150323-07	Operating Expenses			(1,000)	1,056
3362	Rental Inspections (Independent)	150323-07	Operating Expenses			(1,000)	56
0332	Legal Opinions	150323-07	Operating Expenses		2,000		2,056
4382	Insurance	150323-07	Operating Expenses			(700)	1,356
				<b>0</b>	<b>392,382</b>	<b>(390,935)</b>	

**SHIRE OF WICKEPIN**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 30 April 2023**

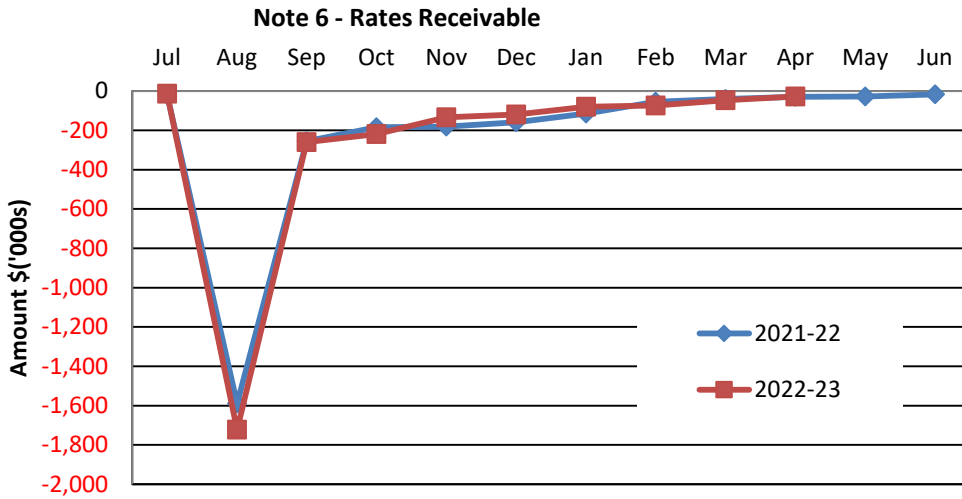
**Note 6: RECEIVABLES**

**Receivables - Rates Receivable**

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

**Net Rates Collectable**  
 % Collected

	YTD 30 Apr 2023	30 June 2021
	\$	\$
Opening Arrears Previous Years	19,522	19,522
Levied this year	1,653,641	1,534,110
<u>Less Collections to date</u>	(1,646,148)	(1,519,102)
Equals Current Outstanding	<b>27,015</b>	<b>34,530</b>
<b>Net Rates Collectable</b>	<b>27,015</b>	<b>34,530</b>
% Collected	98.39%	97.78%



**Comments/Notes - Receivables Rates**

**Receivables - General**

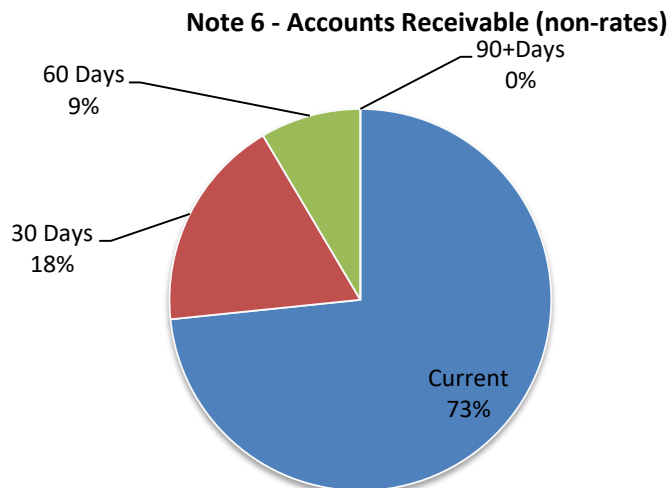
Receivables - General

	Current	30 Days	60 Days	90+Days
	\$	\$	\$	\$
Receivables - General	4,256	1,051	494	0

**Total Receivables General Outstanding**

**5,801**

Amounts shown above include GST (where applicable)



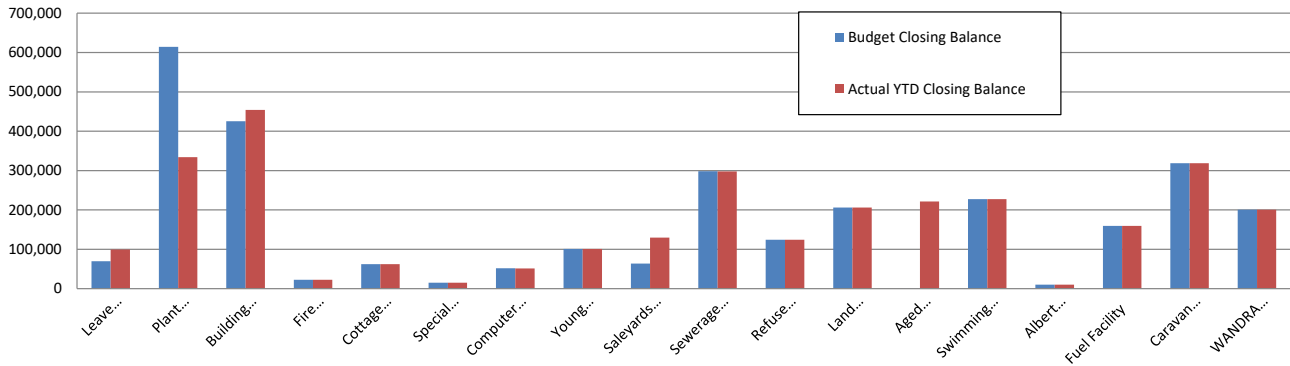
**Comments/Notes - Receivables General**

**SHIRE OF WICKEPIN**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 30 April 2023**

**Note 7: Cash Backed Reserve**

2022-23	Opening Balance	Budget Interest Earned	Actual Interest Earned	Budget Transfers In (+)	Actual Transfers In (+)	Budget Transfers Out (-)	Actual Transfers Out (-)	Transfer out Reference	Budget Closing Balance	Actual YTD Closing Balance
Name	\$	\$	\$	\$	\$	\$	\$		\$	\$
Leave Reserve	99,394	82				30,000			69,476	99,394
Plant Replacement Reserve	334,273	276		280,000					614,549	334,273
Building Reserve	454,045	375				28,892			425,528	454,045
Fire Fighting Reserve	22,684	19							22,703	22,684
Cottage Homes Reserve	62,115	51							62,166	62,115
Special Events Reserve	14,925	12							14,937	14,925
Computer Reserve	51,559	42							51,601	51,559
Young Singles Accommodation Reserve	100,998	83							101,081	100,998
Saleyards Reserve	129,816	107				66,000			63,923	129,816
Sewerage Reserve	297,975	246							298,221	297,975
Refuse Reserve	124,322	102							124,424	124,322
Land Development Reserve	206,006	170							206,176	206,006
Aged Persons Accommodation Reserve	221,357	182				221,356			183	221,357
Swimming Pool Reserve	227,404	187							227,591	227,404
Albert Facey Homestead Reserve	9,976	8							9,984	9,976
Fuel Facility	159,387	131							159,518	159,387
Caravan Park & Accommodation Reserve	318,639	263							318,902	318,639
WANDRA events & Emergency Repairs Reserve	200,587	164							200,751	200,587
	<b>3,035,461</b>	<b>2,500</b>	<b>0</b>	<b>280,000</b>	<b>0</b>	<b>346,248</b>	<b>0</b>		<b>2,971,713</b>	<b>3,035,461</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 2023**

**Note 8 CAPITAL DISPOSALS**

Actual YTD Profit/(Loss) of Asset Disposal				Amended Current Budget			
				YTD 30 04 2023			
Cost	Accum Depr	Proceeds	Profit (Loss)		Amended Annual Budget Profit/(Loss)	Actual Profit/(Loss)	Variance
\$	\$	\$	\$		\$	\$	\$
				<b>Plant and Equipment</b>			
42,588	14,888	24,545	(3,155)	P2567- Colorado Dual Cab	(1,247)	(3,155)	(1,908)
57,198	5,030	51,268	(899)	PWS - 2021 Isuzu D Max 4X4 Dual Cab	(3,793)	(899)	2,894
49,077	2,057	49,664	2,644	CEO - Isuzu	(75)	2,644	2,719
51,027	2,544	53,927	5,444	CEO - Isuzu	(80)	5,444	5,524
			0			0	0
			0			0	0
			0			0	0
			0			0	0
<b>199,890</b>	<b>24,520</b>	<b>179,404</b>	<b>4,034</b>		<b>(5,195)</b>	<b>4,034.18</b>	<b>9,229</b>

**Comments - Capital Disposal/Replacements**



**SHIRE OF WICKEPIN**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 30 April 2023**

Note 9: RATING INFORMATION	Rate in \$	Number of Properties	Rateable Value \$	Rate Revenue \$	Interim Rates \$	Back Rates \$	Total Revenue \$	Amended Budget Rate Revenue \$	Amended Budget Interim Rate \$	Amended Budget Back Rate \$	Amended Budget Total Revenue \$
<b>RATE TYPE</b>											
<b>Differential General Rate</b>											
GRV	0.074393	142	1,473,956	110,232	(61)	0	110,171	109,652	250		109,902
UV	0.007274	276	193,841,539	1,410,003			1,410,003	1,410,003	250		1,410,253
<b>Sub-Totals</b>		418	195,315,495	1,520,235	(61)	0	1,520,174	1,519,655	500	0	1,520,155
<b>Minimum Payment</b>	<b>Minimum \$</b>										
GRV	525.00	118	451,491	61,950			61,950	61,950			61,950
UV	525.00	27	1,095,471	14,175			14,175	14,175			14,175
<b>Sub-Totals</b>		145	1,546,962	76,125	0	0	76,125	76,125	0	0	76,125
Ex Gratia Rates							1,596,299				1,596,280
Discount							13,709				13,580
Rates Writeoffs							(138,835)				(126,800)
<b>Amount from General Rates</b>							(27)				(10)
Specified Area Rates							<b>1,471,146</b>				<b>1,483,050</b>
<b>Totals</b>							<b>1,471,146</b>				<b>1,483,050</b>

**Comments - Rating Information**

**SHIRE OF WICKEPIN**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 30 April 2023**

**10. INFORMATION ON BORROWINGS**

(a) Debenture Repayments

Particulars	Principal 1-Jul-21	New Loans	Principal Repayments		Principal Outstanding		Interest Repayments		Loan Completion Date
			Actual \$	Budget \$	Actual \$	Budget \$	Actual \$	Budget \$	
Loan 102 - WD Sports Club SS Greens	7,124		7124	7,124	7,124	7,124	214	214	17/01/2023
Loan 103 -Staff House	349,200		19784	39,660	349,200	349,200	1633	3,265	2/12/2030
	356,324	0	26,908	46,784	356,324	356,324	1,847	3,480	

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 2023

**Note 11: GRANTS AND CONTRIBUTIONS**

Program/Details GL	Grant Provider	Approval	2022-23 Budget	Variations Additions (Deletions)			Recoup Status	
					Operating	Capital	Received	Not Received
		(Y/N)	\$	\$	\$	\$	\$	\$
<b>GENERAL PURPOSE FUNDING</b>								
Grants Commission - General	WALGGC	Y	259,434	0	259,434	0	224,041	35,393
Grants Commission - Roads	WALGGC	Y	67,420	0	67,420	0	87,488	(20,068)
<b>LAW, ORDER, PUBLIC SAFETY</b>								
DFES Grant - Operating Bush Fire Brigade	DFES	Y	72,749	0	72,749	0	78,882	(6,133)
				0				0
<b>TRANSPORT</b>								
Roads To Recovery Grant - Cap	Roads to Recovery	Y	302,000	0	0	302,000	327,069	(25,069)
RRG Grants - Capital Projects	Regional Road Group	Y	1,769,692	0	0	1,769,692	1,284,096	485,596
Direct Grant - Maintenance	Dept. of Transport	Y	145,715	0	145,715	0	148,849	(3,134)
Blackspot Funding	Blackspot	Y	73,021	0	0	0	0	0
<b>TOTALS</b>			<b>2,690,031</b>	<b>0</b>	<b>545,318</b>	<b>2,071,692</b>	<b>2,150,424</b>	<b>466,586</b>

**SHIRE OF WICKEPIN**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 30 April 2023**

**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 22	Amount Received	Amount Paid	Closing Balance 30-Apr-23
	\$	\$	\$	\$
Housing Bonds	0	360	-360	0
Master Key Deposits	840	3,360	-3,120	1,080
Nomination Deposits	0	0	0	0
Building and BCITF	0	1,011	-411	600
Cat/Dog Trap Hire	50	50	-100	0
WDSC Replacement Greens	150,151	12,500	0	162,651
Kidsport	0	0	0	0
Wickepin Community Harvest Fund	0	76,903	0	76,903
Albert Facey Homestead	0	0	0	0
Miscellaneous Trust	2,329	0	0	2,329
Yealering Bowling Club Greens	71,888	8,800	0	80,688
Licensing		251,476	-251,476	0
	<b>225,258</b>	<b>354,460</b>	<b>-255,467</b>	<b>324,251</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 2023

Note 13: CAPITAL ACQUISITIONS

30/04/2023							
Infrastructure Assets		Annual Budget	Amended YTD Budget	YTD Actual	Variance (Under)/Over	YTD Actual (Renewal Exp)	Strategic Reference / Comment
<b>Land &amp; Buildings</b>							
<b>Governance</b>							
Administration Building	LAB2	21,000	21,000	21,695	(695)		
<b>Governance Total</b>		<b>21,000</b>	<b>21,000</b>	<b>21,695</b>	<b>(695)</b>	<b>0</b>	
<b>Other Housing</b>							
CAPITAL EXPENSE - LIFESTYLE VILLAGE	3272	913,368	761,140	1,017,702	(256,562)		
<b>Other Housing Total</b>		<b>913,368</b>	<b>761,140</b>	<b>1,017,702</b>	<b>(256,562)</b>		
<b>Community Amenities</b>							
Harrismith Public Toilet	LPCC	28,000	28,000	72,083	(44,083)		0
<b>Community Amenities Total</b>		<b>28,000</b>	<b>28,000</b>	<b>72,083</b>	<b>(44,083)</b>		
<b>Recreation and Culture</b>							
WCC Roller Doors	CLCC1	10,000	10,000	6,000	4,000		
CAC - Rising Damp	WBCC3	35,840	29,870	9,425	26,415		
WDSC - Shade Shelters	WDSCC	25,000	25,000	25,000	0		
Yealering Hall -Stove	CLPH2	12,000	12,000	10,069	1,931		
Lake Yealering Foreshore Ablutions	LYJ1	282,772	25,000	17,335	265,437		
Wickepin Playgroup Roof	1514	0	0	10,000	(10,000)		
Memorial Park	5084	0	0	1,400	(1,400)		
<b>Recreation And Culture Total</b>		<b>365,612</b>	<b>101,870</b>	<b>79,229</b>	<b>286,383</b>		
<b>Land and Buildings Total</b>		<b>1,327,980</b>	<b>891,010</b>	<b>1,190,709</b>	<b>(14,263)</b>	<b>0</b>	
<b>Footpaths</b>							
<b>Transport</b>							
FOOTPATHS	LFP1	15,000	12,500	0	12,500		
<b>Transport Total</b>		<b>15,000</b>	<b>12,500</b>	<b>0</b>	<b>12,500</b>	<b>0</b>	
<b>Footpaths Total</b>		<b>15,000</b>	<b>12,500</b>	<b>0</b>	<b>12,500</b>	<b>0</b>	
<b>Furniture &amp; Office Equip. Total</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>Plant , Equip. &amp; Vehicles</b>							
<b>Governance</b>							
CEO VEHICLE	1064	108,000	108,000	108,300	(300)		0
<b>Governance Total</b>		<b>108,000</b>	<b>108,000</b>	<b>108,300</b>	<b>(300)</b>	<b>0</b>	
<b>Transport</b>							
P2567- Colorado Dual Cab	6034	48,000	48,000	47,050	950		0
PWS - 2021 Isuzu D Max 4X4 Dual Cab	6034	78,000	78,000	60,359	17,641		0
<b>Transport Total</b>		<b>126,000</b>	<b>126,000</b>	<b>107,409</b>	<b>18,591</b>	<b>0</b>	
<b>Plant , Equip. &amp; Vehicles Total</b>		<b>234,000</b>	<b>234,000</b>	<b>215,709</b>	<b>18,291</b>	<b>0</b>	
<b>Infrastructure Other</b>							
<b>Recreation and Culture</b>							
Wogolin Recreation Area	5088	415,000	415,000	1,913	413,088		
<b>Recreation And Culture Total</b>		<b>415,000</b>	<b>415,000</b>	<b>1,913</b>	<b>413,088</b>	<b>0</b>	
<b>Economic Services</b>							
Saleyards - Loading Ramps	CLYS1	56,000	56,000	59,360	(3,360)		
Saleyards -Walkways	CLSY1	10,000	10,000	10,000	0		
<b>Economic Services Total</b>		<b>66,000</b>	<b>66,000</b>	<b>69,360</b>	<b>(3,360)</b>	<b>0</b>	
<b>Infrastructure Other Total</b>		<b>481,000</b>	<b>481,000</b>	<b>71,273</b>	<b>0</b>	<b>0</b>	
<b>Roads</b>							
<b>Transport Regional Road Group</b>							
Wickepin Pingelly Road	RG003	156,395	130,330	75,307	81,088		0
Stock Route Road	RRG163	319,818	266,520	224,270	95,548		
Rabbit Proof fence	WSF150	1,257,924	1,048,280	937,689	320,235		
Yarling Brook Bridge	C018	189,154	157,630	34,397			
<b>Regional Road Group Total</b>		<b>1,923,291</b>	<b>1,602,760</b>	<b>1,271,664</b>	<b>496,871</b>	<b>0</b>	
<b>Transport Roads to Recovery</b>							
Yarling Brook Road	R2R018	188,136	156,790	71,251	85,539		0
Yealering Pingelly Road	RR05	115,644	96,380	5,123	91,257		0
Malyalling Road	R2R036	65,879	54,910	66,111	(11,201)		0
<b>Roads to Recovery Total</b>		<b>369,659</b>	<b>308,080</b>	<b>142,486</b>	<b>165,594</b>	<b>0</b>	
<b>Transport Black Spot</b>							
Gillimanning Road	BS035	329,600	274,670	260,813	13,857		
<b>Blackspot Total</b>		<b>329,600</b>	<b>274,670</b>	<b>260,813</b>	<b>13,857</b>	<b>0</b>	
<b>Council Resources Construction</b>							
<b>Roads Total</b>		<b>2,622,550</b>	<b>2,185,510</b>	<b>1,674,962</b>	<b>676,322.58</b>	<b>0.00</b>	
<b>Capital Expenditure Total</b>		<b>4,680,530</b>	<b>3,804,020</b>	<b>3,152,653</b>	<b>692,851</b>	<b>0</b>	



## 14.7 Proposed Outbuilding (Storage Shed)

Property details:		
<b>Lot No. 8</b>	<b>House/Street No: 42</b>	<b>Location No:</b>
<b>Diagram or Plan No: 3099</b>	<b>Certificate of Title Vol. No: 1516</b>	<b>Folio:37</b>
<b>Diagram or Plan No:</b>	<b>Certificate of Title Vol. No:</b>	<b>Folio:</b>
<b>Title encumbrances (e.g. easements, restrictive covenants): Caveat *N440357 Caveat *N813453</b>		
<b>Street name: Wogolin Road</b>		<b>Suburb: Wickepin</b>
<b>Nearest Street Intersection: Campbell Street</b>		

Existing building/land use:
Description of proposed development and/or use: Storage shed for small agriculture equipment. Section of shed to be used to weigh & dry agricultural samples from trial sites.
Nature of any existing buildings and/or use: Nil – Vacant block
Approximate cost of proposed development: \$105,000
Estimated time of completion: 31/12/2023

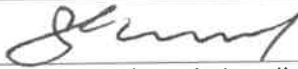
Office Use Only	
<i>Acceptance Officer's initials:</i>	<i>Date Received:</i>
<i>Local Government Reference No:</i>	


SCHEDULE SIX

FORM OF APPLICATION FOR PLANNING APPROVAL

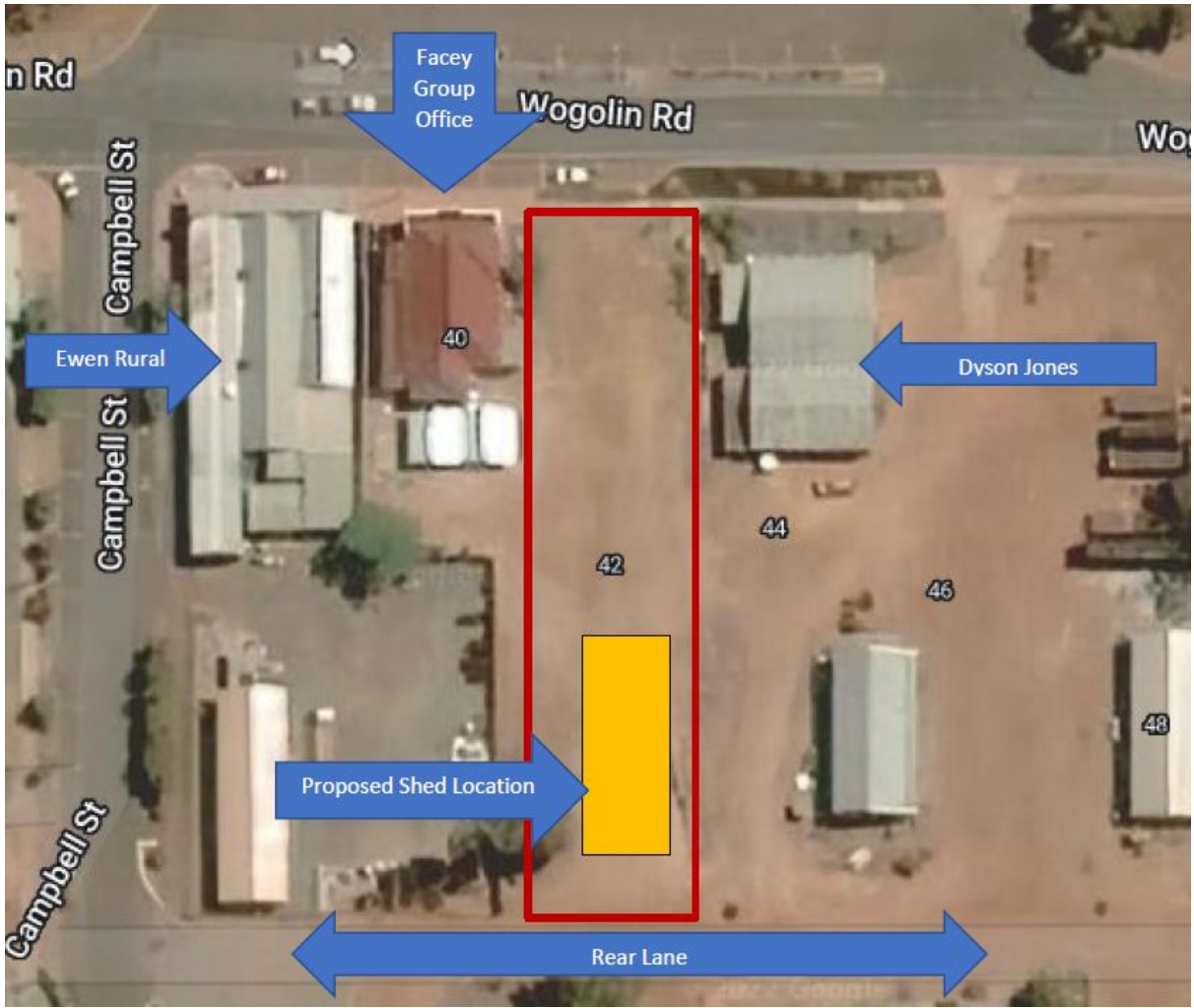
Shire of Wickepin  
Local Planning Scheme No. 4

Application for Planning Approval

<b>Owner details:</b>		
Name: Goode Corporation PTY LTD		
Address: 42 Wogolin Road, Wickepin WA		
		Postcode: 6370
Phone:		FAX:
Home:	Work:	Email: goody38 westnet
Mobile: 0429083873		.com.au
Contact Person: TONY GOODE		
Signature:		Date:
Signature: 		Date: 9/4/23
The signature of the owner(s) is required on all applications. This application will not proceed without that signature.		

<b>Applicant details:</b>		
Name: Facey Group Inc		
Address: 40 Wogolin Road, Wickepin WA		
		Postcode: 6370
Phone:		FAX:
Home:	Work: 9888 1223	Email: business@faceygroup.org.au
Mobile: 0447 836004		
Contact Person for Correspondence: Bronwyn Dew		
Signature:		Date:
Signature: 		Date: 11/4/23





# QUOTATION



Date: **29/11/2022**  
Quote Number: **ASHMC57323**  
Quoted By: **Mark Collica**  
Date Quoted: **29/11/2022**

## CUSTOMER DETAILS

Name: **Bronwyn Dew**  
Address: **40 Wogolin Road**  
Suburb: **Wickepin** State: **WA** P/C: **6370**  
Phone (H): \_\_\_\_\_ Mobile: **0447836004** Phone (O): \_\_\_\_\_  
Email: **business@faceygroup.org.au**

## SITE ADDRESS

Address: **40 Wogolin Road**  
Suburb: **Wickepin** State: **WA** P/C: **6370**

## YOUR ENDURANCE SHED DETAILS

Structure Type: **Premier Garage**  
Wind Region: **A** Open Design: **No**  
Terrain Category: **2** Vsite: **41 m/s**  
Importance Level: **2** Ms: **1.00**  
Mt: **1.00**

SPECIFICATIONS:	Main Shed	Awning Front	Awning Back
Span (Width):	<b>6000 mm</b>	<b>#N/A</b>	<b>#N/A</b>
Height:	<b>4500 mm</b>	<b>#N/A</b>	<b>#N/A</b>
Roof Pitch:	<b>10 deg</b>	<b>#N/A</b>	<b>#N/A</b>
Nominal Bay Spacing:	<b>3000 mm</b>	<b>#N/A</b>	<b>#N/A</b>
No. of Bays:	<b>7</b>	<b>#N/A</b>	<b>#N/A</b>
Length:	<b>22000 mm</b>		
Wall Sheeting Type:	<b>0.42 TL-5</b>		
Roof Sheeting Type:	<b>0.42 TL-5</b>		
Downpipe Type:	<b>Steel</b>		
Base Type:	<b>On Slab</b>		
Footing Type:	<b>Chemset</b>		

## COLOUR CHOICES

Main Shed	Options
Roof Colour: <b>Surfmist</b>	Window Colour: <b>Monument</b>
Wall Colour: <b>Surfmist</b>	PA Door Colour: <b>Monument</b>
Barge / Fascia Colour: <b>Monument</b>	Roller Door Colour: <b>Monument</b>
Gutter Colour: <b>Monument</b>	Sliding Door Colour: <b>Surfmist</b>
Downpipe Colour: <b>Monument</b>	Dividing Wall Colour: <b>Surfmist</b>

## OPTION ITEMS LIST:

- 2 x Windows  
- 2 x H790xW1505 AMI S-Win (N5)
- 2 x PA Doors  
- 2 x Light 180° (650/37 + 1100 lock)
- 1 x Roller Door  
- 1 x H3600xW5100 - B Curtain - Windlocks
- 1 x Carry Beam
- 2 x Sliding Door  
- 2 x H4430 x W3000 - Bottom Run Double SLD
- 2 x Dividing Walls in Shed  
(F1) 1 x each x Vent - Spinaway 300 dia  
(F2) 1 x each x Vent - Spinaway 300 dia  
(E1) 1 x Eng - Certificate (WA) - Enduro

## QUOTE NOTES:

- Please confirm with your council or building certifier that the "Design Criteria" is correct.
- Please confirm with your council if a BAL assessment will be required. Roller door heights are nominal and subject to minor change during manufacturing drawing production.
- Fielders Extra Charges or Notes
- W5100 doors will be detailed as Curtain W5100, width opening 4990mm
- F4
- 1 x Free Pa Door
- Detail Both Sliding doors on Track 1. No second track required

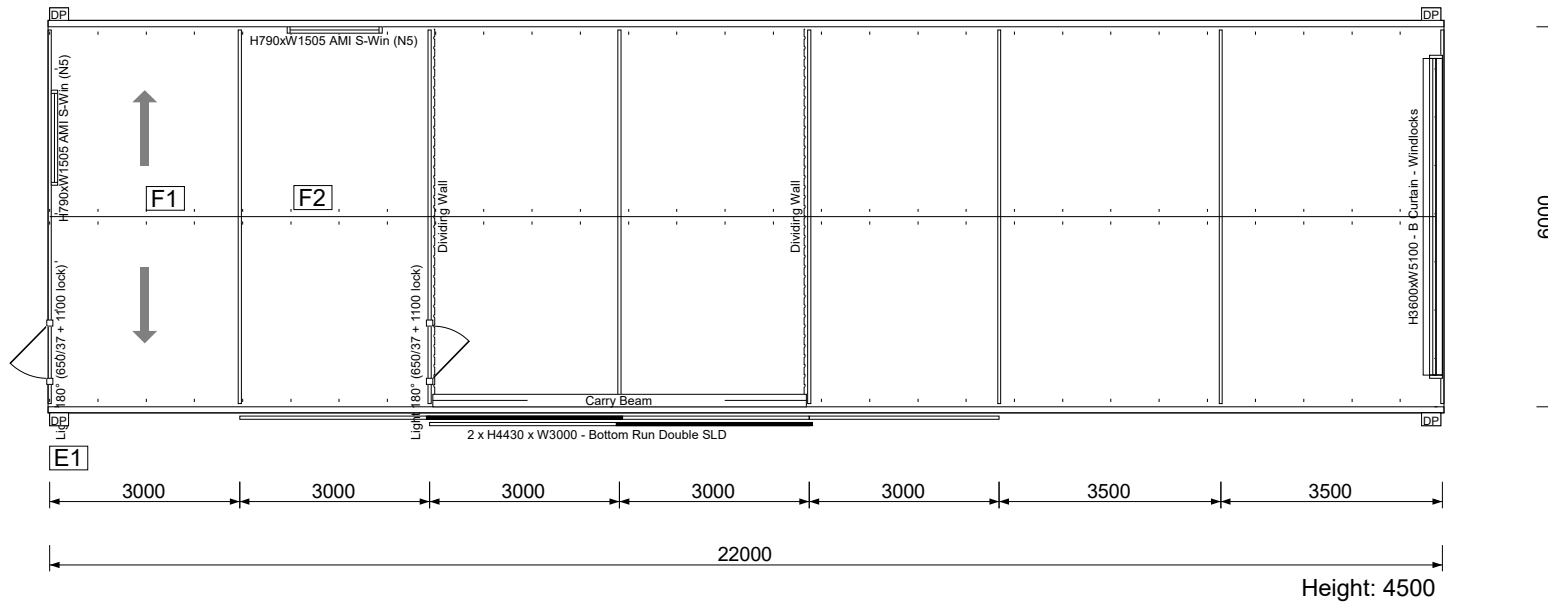
**- The price is subject to price increases in accordance with engineering changes and/or steel price rises announced by Bluescope from an effective price rise date . Final price can only be confirmed once 50% payment is made and shed goes into production.**

Signed: \_\_\_\_\_  
Date: \_\_\_\_\_

THIS QUOTATION INCLUDES:	DEPOSIT:	PROGRESS PAYMENT:	BALANCE:	SUPPLY KIT ONLY:	TOTAL PRICE: (incl extra charges listed)
Council Fees: <b>No</b>	<b>\$9,641.52</b> (incl GST)	<b>\$9,641.52</b> (incl GST)	<b>\$19,283.04</b> (incl GST)	<b>\$38,566.08</b> (incl GST)	<b>\$38,566.08</b> (incl GST)
Engineering Costs: <b>Yes</b>					
Rubbish Removal: <b>No</b>					
Delivery: <b>Yes</b>					
Demolition: <b>No</b>					
Stormwater and Earthworks: <b>No</b>					
Labour: <b>No</b>					
Accommodation: <b>No</b>					

**OPTION ITEMS LIST:**

- 2 x Windows
  - 2 x H790xW1505 AMI S-Win (N5)
- 2 x PA Doors
  - 2 x Light 180° (650/37 + 1100 lock)
- 1 x Roller Door
  - 1 x H3600xW5100 - B Curtain - Windlocks
- 1 x Carry Beam
- 2 x Sliding Door
  - 2 x H4430 x W3000 - Bottom Run Double SLD
- Double SLD
- 2 x Dividing Walls in Shed
  - (F1) 1 x each x Vent - Spinaway 300 dia
  - (F2) 1 x each x Vent - Spinaway 300 dia
  - (E1) 1 x Eng - Certificate (WA) - Enduro



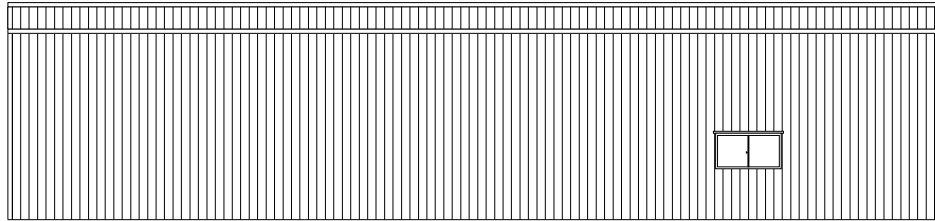
Company: Action Sheds Australia PTY LTD  
 Address: 55 Erceg Road  
 Phone: 6559 1970  
 Email: mark@actionsheds.com.au



CLIENT NAME: **Bronwyn Dew**  
 SITE ADDRESS:  
 40 Wogolin Road  
 Wickepin, WA, PC: 6370

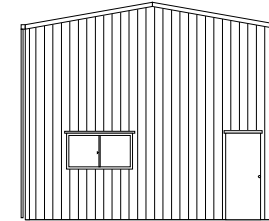
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QUOTE No: <b>ASHMC57323</b>	SCALE: NTS	REV. A
DATE: 29/11/2022	PAGES: 1 of 2	

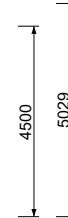


22000

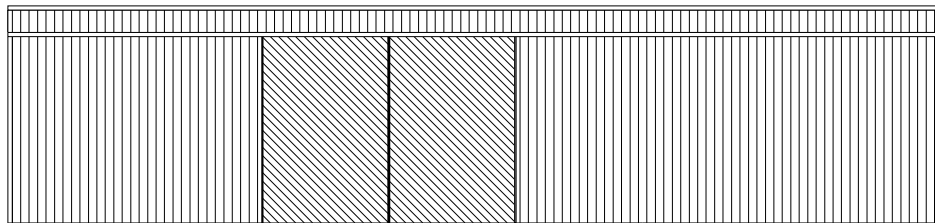
**Back**



6000

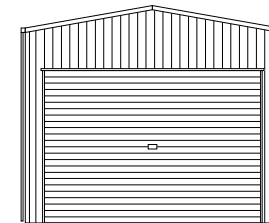


**Left**



22000

**Front**



6000



**Right**

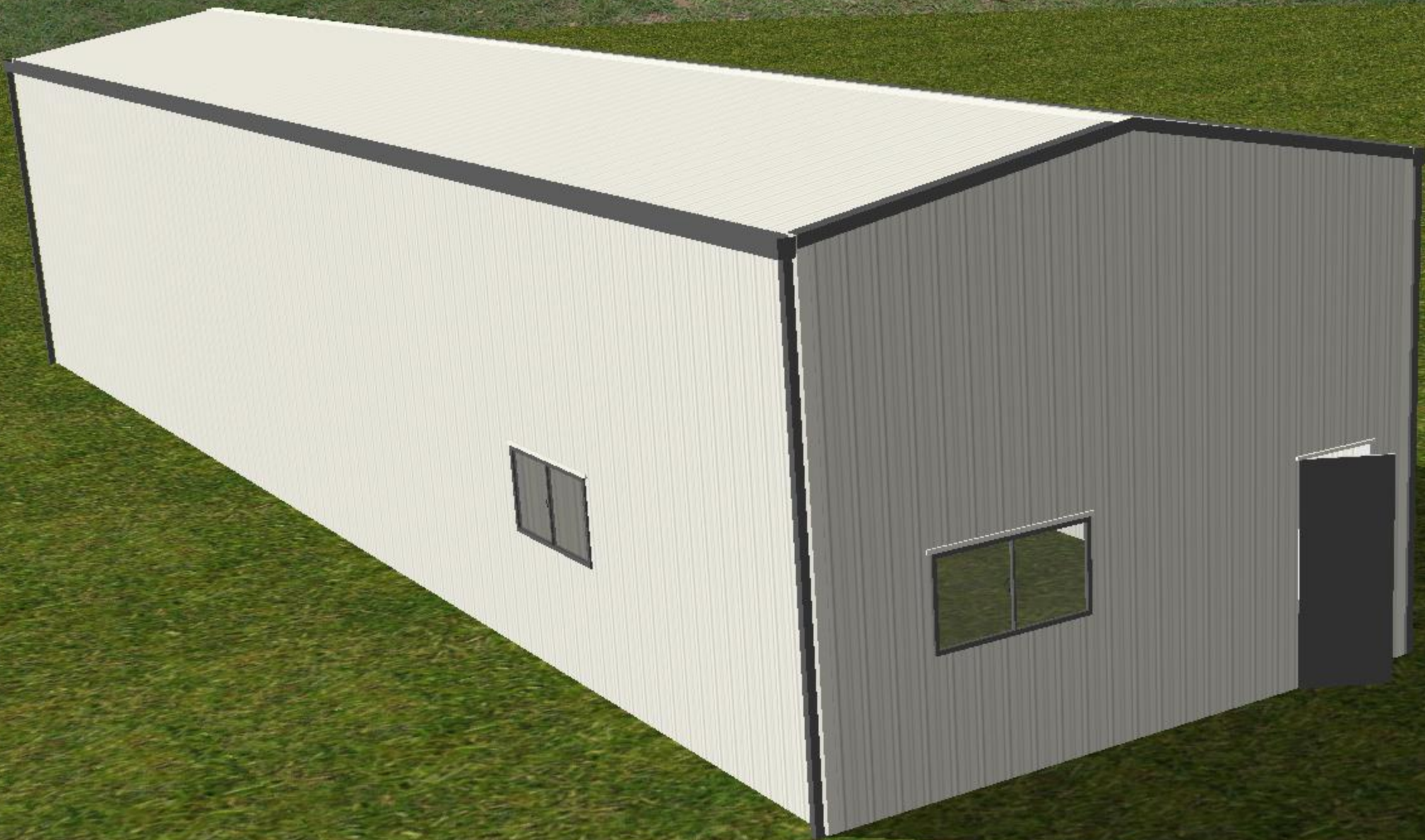
Company: Action Sheds Australia PTY LTD  
 Address: 55 Erceg Road  
 Phone: 6559 1970  
 Email: mark@actionsheds.com.au



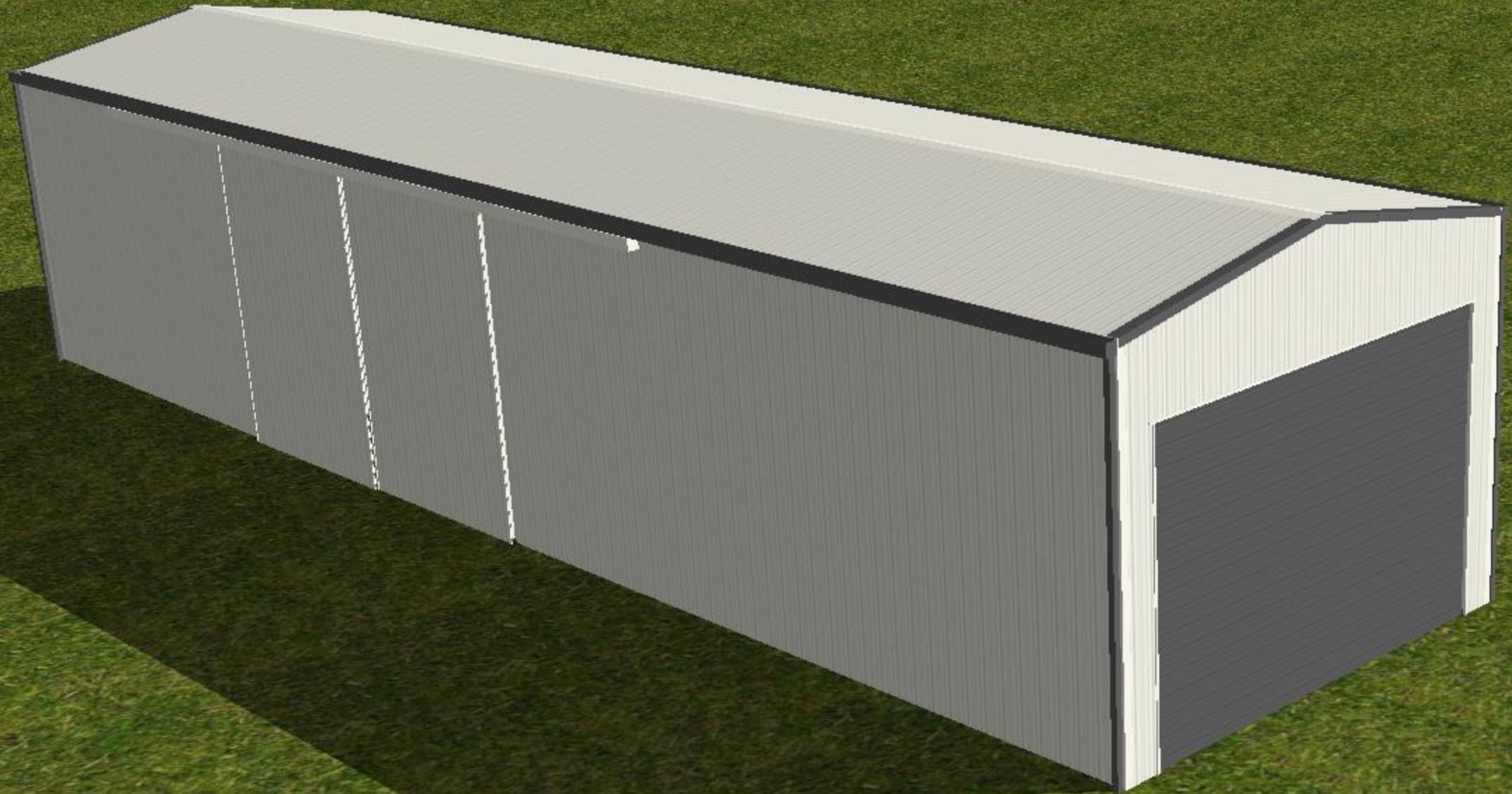
CLIENT NAME: **Bronwyn Dew**  
 SITE ADDRESS:  
 40 Wogolin Road  
 Wickepin, WA, PC: 6370

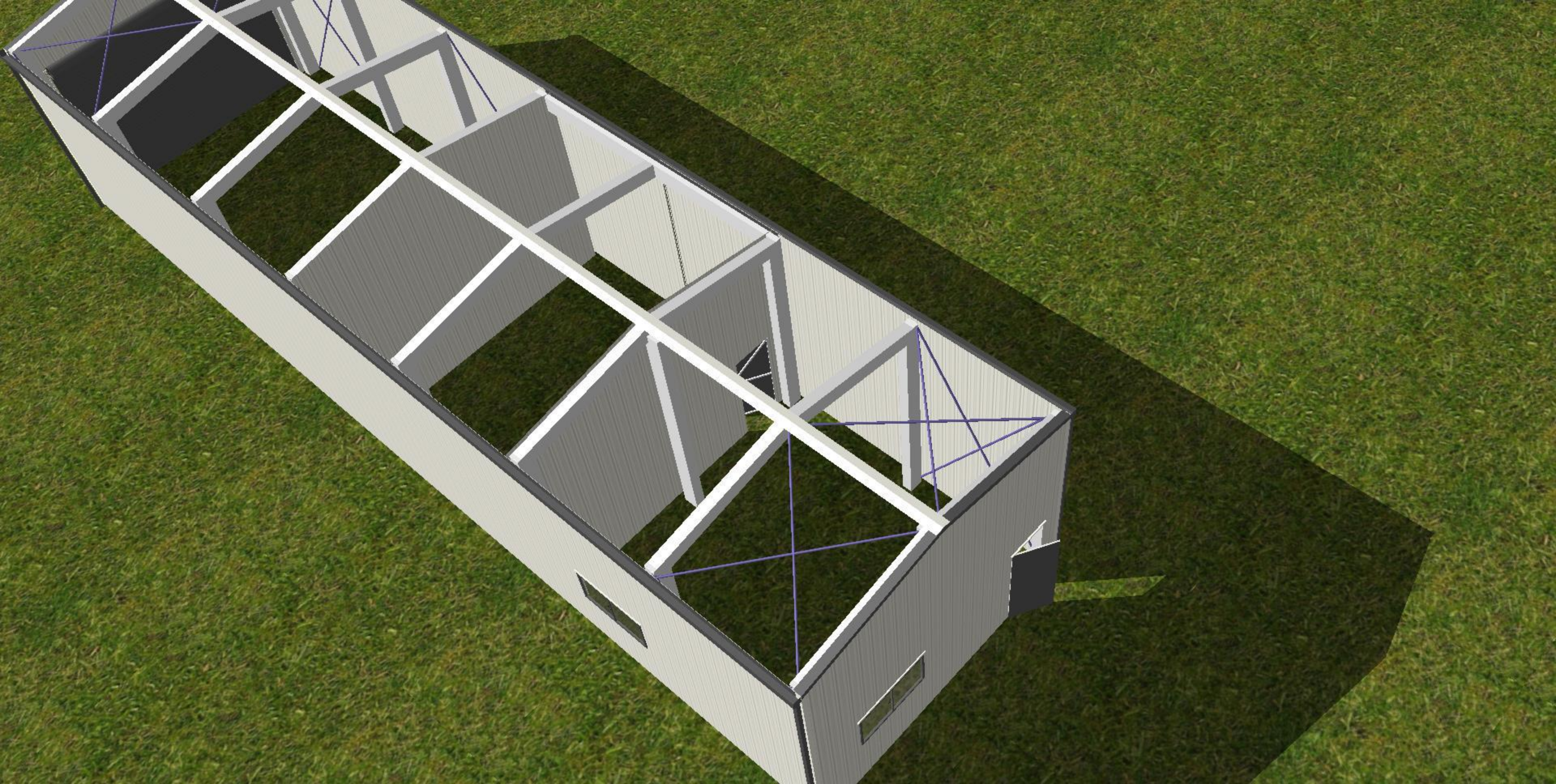
**CLIENT SIGNATURE:**  
 .....

TITLE: <b>Elevations View</b>		
QUOTE No: <b>ASHMC57323</b>	SCALE: NTS	REV. A
DATE: 29/11/2022	PAGES: 2 of 2	

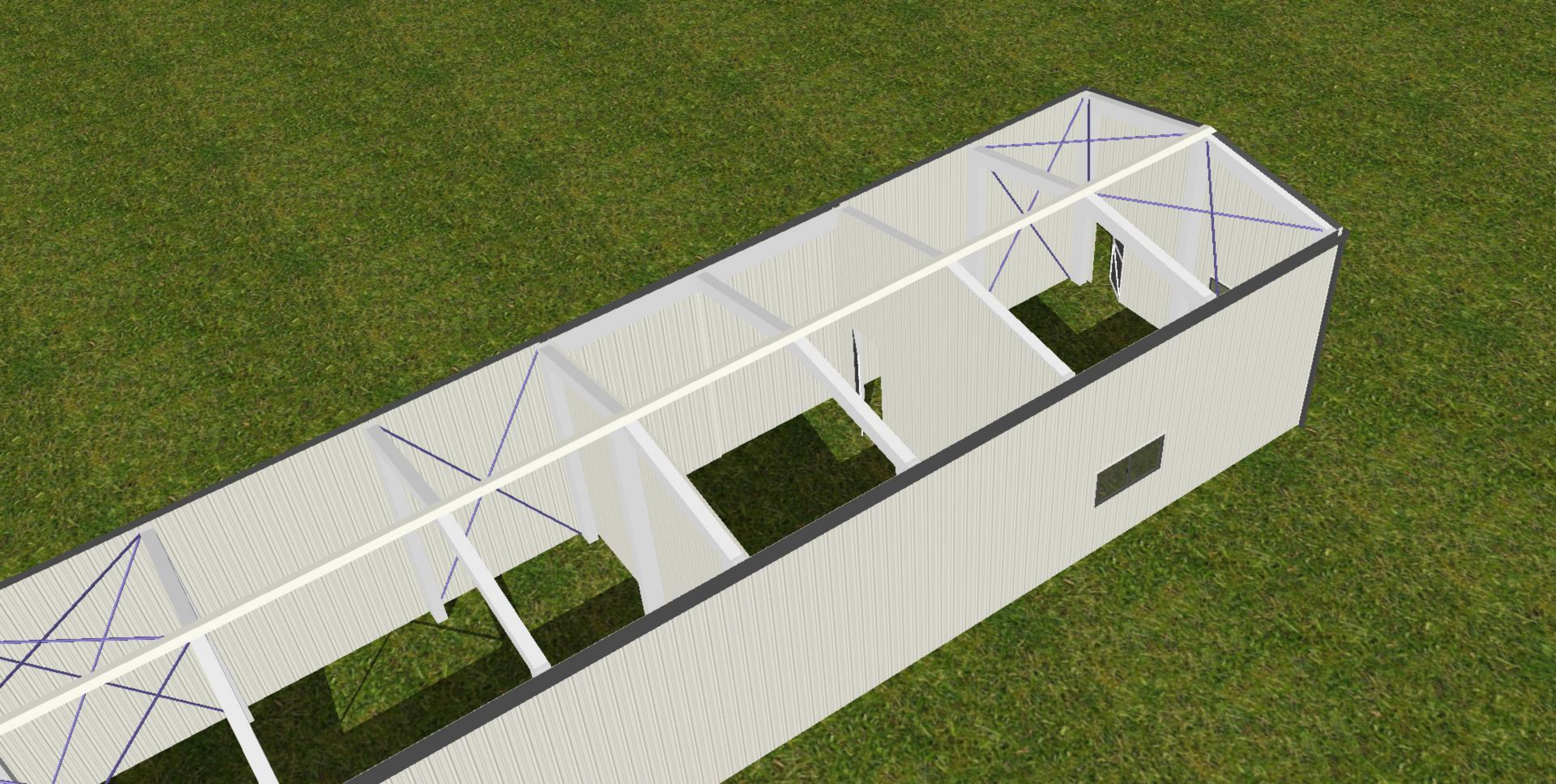




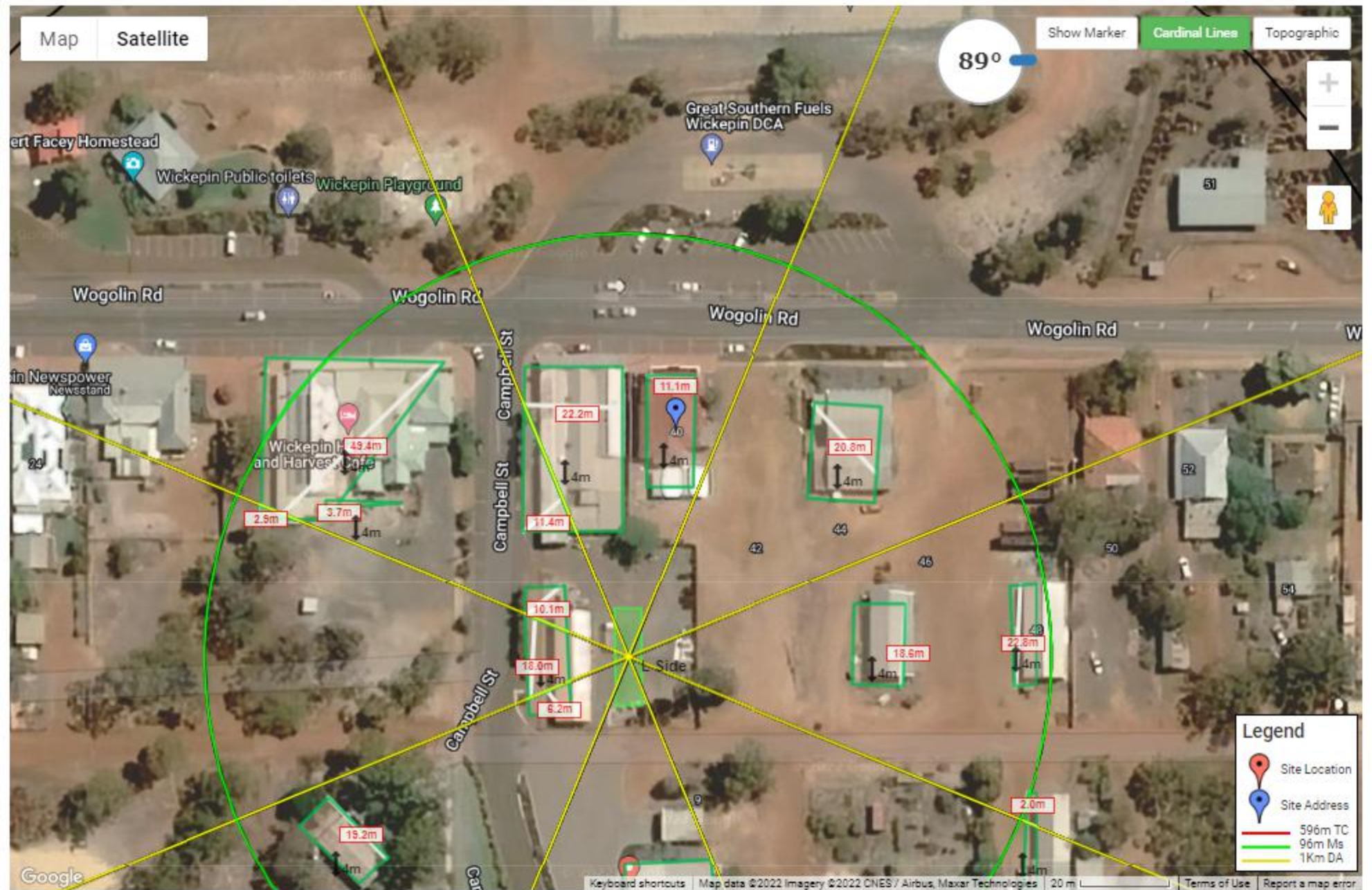








# Site Map



## GENERAL SPECIFICATION

1. **BUILDING UPGRADES.** Due to ongoing development Endurance reserves the right to modify the design from the date of quotation and up to the date of delivery modification.
2. **STANDARDS & CODES.** All buildings are designed in accordance with the following standards:
  - AS/NZS1170.1 - Dead & Live Loads
  - AS/NZS1170.2 - Wind Loads
  - AS/NZS4600 - Cold-formed Steel Structures
  - AS1397 - Steel Sheet & Strip
3. **WIND REGION.** It is the customers responsibility to check with the local Authority of the correct design criteria. The building quoted has been designed to the wind category stated on the attached quotation.
4. **ADDITIONAL LOADINGS.** No allowance has been made for Snow Loading, Ceiling Loads and earthquakes unless specifically stated on the attached quotation.
5. **DIMENSIONS SHEDS.** The dimensions stated are nominal sizes only, but generally they are from the overall girts for the width and length and to the top of fascia for the height. We reserve to right to adjust these dimensions slightly due to door/ window combinations etc. The exact dimensions are those shown on the plans issued when the building goes to production. On the Carports, the dimensions stated are: span over columns and length overall dimension from the outside of the end columns.
6. **ROOF AND WALL CLADDING.** The Building Roof can be clad with a choice of two profiles. Fielders TL5 or Fielders Corri. Minimum thickness 0.42 BMT. Thicker Steel is available on request. The Building Walls can be clad in the choice of 3 wall profiles Fielders TL5 0.42 or 0.35 BMT . Fielders Corri 0.42BMT or Fielders Low Profile 0.35BMT. All these profiles are available in the base Zinalume finish or Colorbond finish. Thicker profiles special coatings are available on request. Check your Quotation for details. The sheeting fixings to be accordance with manufacturer's recommendations.
7. **FLASHINGS.** All flashings are manufactured from 0.55mm BMT material. The profile is selected from one of our standard profiles designed to suit the application. Should additional or non standard profiles are requested than an additional charge will apply.
8. **GUTTERS.** A wide selection of gutter profiles are available (dependant on State). Please check you Quotation for details .
9. **DOWNPIPES.** A choice of either 100 x 75 or 90mm diameter PVC downpipes are supplied (check your Quotation for details). Downpipes discharge at ground level.
10. **GALVANISED STEEL SECTIONS.** All Cold Rolled sections specified have a minimum coating of 350g/m2. SHS & RHS sections have a pre-Galvanized minimum coating of 125g/m2.
11. **FASTENERS & SCREWS.** All screws supplied are a Class 4 and in accordance with the Engineering design. All in accordance with AS/NZ 3566. Cyclone screws are use in Region C & D. Most major connections are bolted. These bolts to be 16 diameter 8.8. All other bolts ie Purlin & Girt fixings to be 12 diameter 4.6 bolts.
12. **PORTAL FRAMES.** Endurance has a large selection of frame designs. Including Knee Brace and NO knee brace (Haunch Design). Apex Plate with or without a collar tie. Plus a varied selection of Base Plate Types ie On-Slab or In-Slab. Check your Quotation and Engineering plans for details.
13. **BRACING.** Our designs use either strap bracing of various sizes and or a combination of threaded rod. These braces are positioned in locations shown on the standard engineering plans. Should these braces have to be repositioned to your special requirements then additional costs shall apply.
14. **FOOTINGS & SLAB.** The foundation sizes and slab details provided are for Soil Types except Type E and type P. Refer to the Engineering Plan for details .
15. **ACCESSORIES.**
  - **ROLLER DOORS.** All Roller Doors are steel wrapped to prevent damage with delivery. There are three types of Roller doors – Series A and Series AA (centre lift lock-no chains) and Series B – chain operation. (open from inside). The size shown on the Quotation is the curtain size. All doors are available with electric motors and or windlocks.
  - **PA DOORS.** There is a wide selection of PA Doors. Check your Quotation for type quoted.
  - **WINDOWS.** There is a selection of window sizes available. A header flashing is supplied as standard. Class 1 windows are fully flashed and fully framed. All windows are positioned with the head at approx 2100mm from top of slab.
  - **SLIDING DOORS.** There is a vast variety of sliding door combinations available. Top Hung Standard on all Premier and Z Series Buildings. Bottom Rail System for Aircraft Hangars. Sliding Doors are not wind rated.
  - **SKYLIGHTS.** They are available in either Fiberglass (2400gm/m2 ) or Polycarbonate ( maximum length 8m) to match the profile of the roof. Safety mesh is included if stated in the quote otherwise to be supplied by others.
  - **INSULATION.** Either Fiberglass Wool or Bubble included mesh if included in quote.
  - **VENT RIDGE.** A selection of ridge vents is available. Check Quotation for size. The vent ridge colour is to match the roof finish.
  - **MEZZANINE FLOOR.** Supply is for bearers & joists only. No flooring or balustrade is supplied. The mezzanine floor generally is based on the grid to match the position of the end wall columns. Check column locations are suitable for your layout. Standard floor assumes 1.5kpa Live Load. Heavier loads available on request.

## CONDITIONS OF SALE

1. The attached price is valid for a period of 30 days from the date of this quotation.
2. The price is based on data listed on the layout plans & engineering plan number nominated on the quotation.
3. It is the clients responsibility to gain Council approval unless stated on the quotation.
4. The price is based on 'site unseen'. If the price includes delivery to site we assume the site is accessible for a semi trailer and the goods can be unloaded within 3m of the building area. We do not accept any cost or consequential damages to the purchaser for damage to access driveways, landscape and the like.
5. The dimensions stated on the quotation and shown on the plans included Engineering Plans are nominal and are not to be used for construction. ONLY the dimensions shown on the construction plans are to be used for building.
6. Any variation to the quotation must be in writing and agreed by all parties.
7. Should the cancellation occur we reserve the right to charge a cancellation fee based on the amount of work done at the time of cancellation. Minimum fee 10% of contract price.
8. Should a delivery date be stated it is done in good faith and intentions. We will not be held responsible for any consequential damages should we fail to deliver on the stated date.
9. Any claim for shortages or damage to material in transit are to be made within 3 days of delivery. These claims to be in writing with photos of damaged items attached.
10. Payment terms require a 50% deposit at the time of placing the order into manufacture. This deposit is non refundable. The remaining balance must be paid prior to delivery.

**Client Signature: .....**