



A Fortunate Place

Shire of Wickepin

Agenda

Ordinary Meeting of Council

Council Chambers, Wickepin

17 FEBRUARY 2021



Notice of an Ordinary Meeting of Council

Please note that the next ordinary meeting of Council of the Shire of Wickepin will be held on 17 February 2021 at Council Chambers, Wickepin, commencing at 3.30pm.

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

Mark Hook
Chief Executive Officer

12 February 2021

Time Table

12.00pm	Lunch
1.00pm	Governance, Audit & Community Services Meeting
2.00pm	Forum
3.00pm	Afternoon Tea
3.30pm	Ordinary Council Meeting

Disclaimer

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

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

SHIRE OF WICKEPIN QUESTIONS FROM THE PUBLIC

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

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

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**Agenda of an Ordinary Meeting of Council held in Council Chambers, Wickepin
Wednesday 17 February 2021 commencing @ 3.30pm**

The President declared the meeting open at pm.

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

President	Julie Russell
Deputy President	Wes Astbury
Councillor	Nathan Astbury
Councillor	Sarah Hyde
Councillor	Steven Martin
Councillor	Fran Allan
Councillor	John Mearns
Councillor	Allan Lansdell

Chief Executive Officer	Mark Hook
Deputy Chief Executive Officer	Erika Clement
Executive Support Officer	Lara Marchei

Leave of Absence (Previously Approved)

Apologies

2. Public Question Time

3. Applications for Leave of Absence/Apologies

4. Petitions, Memorials and Deputations

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

6. Confirmation of Minutes

Ordinary meeting of council – Wednesday 16 December 2020.

Moved / Seconded

That the minutes of the Ordinary meeting of council held on Wednesday 16 December 2020 be confirmed as a true and correct record.

Carried /

7. Reival of Minutes

RECEIVAL OF MINUTES

7.1 Australia Day Committee

Submission To:	Ordinary Council
Location/Address:	Whole Shire
Name of Applicant:	Mel Martin, Executive Support Officer
File Reference:	CR.MEE.211
Author:	Mel Martin, Executive Support Officer
Disclosure of any Interest:	Nil
Date of Report:	10 February 2021

Enclosure/Attachments:

Minutes of the Australia Day Committee meeting held on Wednesday 16 December 2020.

Background:

The Australia Day Committee meeting was held on Wednesday 16 December 2020.

Summary:

Council is being requested to receive the Australia Day Committee meeting minutes held on Wednesday 16 December 2020.

Comments:

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

Statutory Environment:

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

Policy Implications: Nil

Financial Implications: Nil

Strategic Implications: Nil

Recommendations:

That the minutes for the Australia Day Committee meeting held on Wednesday 16 December 2020 be received.

Voting Requirements: Simple majority



A Fortunate Place

Shire of Wickepin

Minutes

Australia Day Committee

Council Chambers, Wickepin

Content of these minutes are confidential until the Community Award winners are announced on 26 January 2021

16 DECEMBER 2020



Notice of an Australia Day Committee Meeting

Please note that the next Australia Day Committee Meeting of the Shire of Wickepin will be held on 16 December 2020 at Council Chambers, Wickepin, commencing at 1.30pm.

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

Mark Hook
Chief Executive Officer

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Minutes of an Australia Day Committee Meeting held in Council Chambers, Wickepin – Wednesday 16 December 2020 commencing @ 1.30pm.

The Chairperson declared the meeting open at 1.35pm.

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

Cr Allan Lansdell	Chairperson
Cr Wes Astbury	Member
Cr Fran Allan	Member
Cr Julie Russell	Member
Mr Mark J Hook	Chief Executive Officer
Mrs Erika Clement	Deputy Chief Executive Officer
Mrs Melissa Martin	Executive Support Officer

Apologies

Leave of Absence (Previously Approved)

- 2. Public Question Time**
- 3. Applications for Leave of Absence/Apologies**
- 4. Petitions, Memorials and Deputations**
- 5. Declarations of Member's and Officer's Interest**
- 6. Confirmation of Minutes – 16 September 2020**

Moved Cr Fran Allan /Seconded Cr Wes Astbury

That the minutes of the Australia Day Committee meeting held on 16 September 2020 be confirmed as a true and correct record.

Carried 4/0

- 7. Notice of Motions of Which Notice Has Been Given**
- 8. Receipt of Reports & Consideration of Recommendations**

9. Notice of Motions for the Following Meeting**10. Reports & Information****10.1 2021 Event**

The 2021 Australia Day function is to be held on Tuesday 26 January 2021 at the Harrismith Golf Club with Councillors arriving at 6.30am and the function getting underway at 8.00am.

10.2 Community Awards

Nominations closed on Friday 27 November 2020.

Nominations received are as follows and are attached under separate cover.

Citizen of the Year

Kelly Steere

Tim Cowcher

Moved Cr Fran Allan / Seconded Cr Wes Astbury

That Mr Tim Cowcher and Mrs Kelly Steere be jointly awarded the Citizen of the Year award for 2020.

Carried 4/0

Young Citizen of the Year

Cejay Hill

Joshua O'Brien

NOTE: Joshua O'Brien's nomination form was submitted on Wednesday 2 December 2020, after the closing date.

Moved Cr Julie Russell / Seconded Cr Wes Astbury

That the late nomination not be accepted.

Carried 4/0

Moved Cr Fran Allan / Seconded Cr Wes Astbury

That Mr Cejay Hill be awarded the Young Citizen of the Year award for 2020.

Carried 4/0

Senior Citizen of the Year

NIL

Community Group of the Year

NIL

10.3 Master of Ceremony

1.45pm Cr Allan Lansdell left the meeting

1.46pm Cr Allan Lansdell re-entered the meeting

- Cr Nathan Astbury to be the MC for the Australia Day Ceremony to be held at the Harrismith Golf Club on Tuesday 26 January 2021.

10.4 Other matters raised by members

- Cr Fran Allan to liaise with the ESO early in the New Year to arrange supplies for the Ceremony.
- Shire Staff to ensure gas bottles and BBQ are prepared (day prior).
- Food to be served buffet style - a hand sanitising station will be set up at the beginning of the food serving area and each food station will have its own serving utensils.
- COVID 19 – Councillors are to provide the CEO with a copy of their COVID – 19 Hygiene Certificate prior to the Australia Day Ceremony.

11. Urgent Business

12. Closure

There being no further business the Chairperson declared the meeting closed at 1.51pm.

Actions Requested from meeting

<i>Subject/Action</i>	<i>Officer</i>

RECEIVAL OF MINUTES

7.2 Governance, Audit and Community Services Committee

Submission To:	Ordinary Council
Location/Address:	Whole Shire
Name of Applicant:	Mel Martin, Executive Support Officer
File Reference:	CR.MEE.202
Author:	Mel Martin, Executive Support Officer
Disclosure of any Interest:	Nil
Date of Report:	10 February 2021

Enclosure/Attachments:

Minutes of the Governance, Audit and Community Services Committee meeting held on Wednesday 16 December 2020.

Background:

The Governance, Audit and Community Services Committee meeting was held on Wednesday 16 December 2020.

Summary:

Council is being requested to receive the Governance, Audit and Community Services Committee meeting minutes held on Wednesday 16 December 2020.

Comments:

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

Statutory Environment:

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Policy Implications: Nil

Financial Implications: Nil

Strategic Implications: Nil

Recommendations:

That the minutes for the Governance, Audit and Community Services Committee meeting held on Wednesday 16 December 2020 be received.

Voting Requirements: Simple majority



A Fortunate Place

Minutes

Governance, Audit & Community Services Committee
Council Chambers, Wickepin

16 DECEMBER 2020



Notice of a Governance, Audit and Community Services Committee Meeting

Please note that the next Governance, Audit and Community Services Committee Meeting of the Shire of Wickepin will be held on 16 December 2020 at Council Chambers, Wickepin, commencing at 11.30am.

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

Mark Hook
Chief Executive Officer

10 December 2020

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Terms of Reference

1. Name

Governance, Audit and Community Services Committee

2. Members

Cr Steven Martin
Cr Julie Russell
Cr Allan Lansdell
Cr Fran Allan
Cr Wes Astbury
Cr Sarah Hyde
Cr John Mearns
Cr Nathan Astbury

3. Objectives

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

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

4. Function of the Committee

To provide guidance and assistance to the Shire of Wickepin;

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

5. Scope/Jurisdiction

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

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

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

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

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

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

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

6. Appointment of Committee Members

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

- The Governance, Audit and Community Services Committee is to consist of three or more persons to exercise powers and discharge the duties conferred on it;
- Council calls for written nominations for members of the Governance, Audit and Community Services Committee at the end of each year. Committee members are appointed by Council at the December Ordinary Council meeting by an absolute majority decision;
- At least three of the members, and the majority of the members, are to be elected members;
- If the Shire of Wickepin wishes to appoint one or more persons other than elected members to the Committee, it should ensure that they have the requisite knowledge and skills to provide benefit to the Committee.

- The CEO is not to be a member of the Committee and may not nominate a person to be a member or have a person to represent him/her as a member of the Committee;
- An employee is not to be a member of the Committee;

7. Appointment of Committee Chair

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

8. Meeting Frequency

The Governance, Audit and Community Services Committee meet on the meeting dates for 2021 are as follows:

Committee	Day	Date	Time
Governance	Wednesday	February 17, 2021	1.30pm
Governance	Wednesday	June 16, 2021	1.30pm
Governance	Wednesday	November 17, 2021	1.30pm
Governance	Wednesday	December 15, 2021	1.30pm

9. Related Policies/Bylaws:

Nil.

SHIRE OF WICKEPIN QUESTIONS FROM THE PUBLIC

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- g. Questions from members of the public that do not comply with the Rules of Question Time or do not abide by a ruling from the Presiding Member, or where the member of the public behaves in a manner in which they are disrespectful of the Presiding Member or Council, or refuse to abide by any reasonable direction from the Presiding Member, will be ruled 'out of order' and the question will not be recorded in the minutes.
- h. Answers to questions provided in good faith, however, unless reasonable prior written notice of the question is given, answers should not be relied upon as being totally comprehensive.
- i. Where a question (compliant to these rules) is raised and is unable to be answered at the meeting, the question shall be 'taken on notice' with an answer being given at the next appropriate Council Meeting.
- j. Public Question Time is set for a maximum period of 15 minutes, and will terminate earlier should no questions be forthcoming.
- k. To enable all members of the public a fair and equitable opportunity to participate in Public Question Time, each person shall be provided a maximum two minutes time limit in the first instance, in which to ask a maximum of two questions (whether these are submitted 'in writing' or 'from the floor'). A question may include a request for the tabling of documents where these are relevant to an issue before Council.
- l. Questions to be asked at the meeting will be registered, and the priority for asking questions shall be firstly 'questions on which written notice has been given prior to the meeting' (that is, prior to 12 noon on the day immediately preceding the meeting) and secondly, 'questions from the floor'.
- m. Should there be time remaining on the initial period for Public Question Time (i.e. 15 minutes) after all members of the public have posed their initial allotment of two questions, the Presiding Member will then allow members of the public to sequentially (in accordance with the register) ask a further two questions (with a two minute time limit) until the initial period for Public Question Time has expired.
- n. Any extension to the initial period for Public Question Time is to be limited to a period that will allow sufficient time for any remaining members of the public to ask their initial allotment of two questions.

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**Minutes of a Governance, Audit and Community Services Committee Meeting held in Council Chambers,
Wickepin, Wednesday 16 December 2020**

The Chairperson declared the meeting open at 11.55am.

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

Cr W Astbury	Member
Cr A Lansdell	Member
Cr F Allan	Member
Cr N Astbury	Member
Cr John Mearns	Member

Marius van der Merwe	Auditor, Butler Settineri
Ms Carly Meagher	Office of Auditor General (via teleconference)

Mark Hook	Chief Executive Officer
Erika Clement	Deputy Chief Executive Officer
Mrs Melissa Martin	Executive Support Officer

Apologies

Cr S Hyde	Member
Cr J Russell	Member
Cr S Martin	Member

Leave of Absence (Previously Approved)

- 2. Public Question Time**
- 3. Applications for Leave of Absence/Apologies**
- 4. Petitions, Memorials and Deputations**
- 5. Declarations of Councillor's and Officer's Interest**
- 6. Confirmation of Minutes – Governance, Audit and Community Services – 19 February 2020**

Moved Cr Fran Allan / Seconded Cr Nathan Astbury

That the minutes of the Governance, Audit and Community Services Committee held on 19 February 2020 be confirmed as a true and correct record.

Carried 5/0

7. Status Report

Subject/Action	Date	Officer	Progress	Status	Comment

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

○ = in progress ✓ = completed ✕ =superseded

8. Notice of Motions of Which Notice Has Been Given**9. Receipt of Reports & Consideration of Recommendations**

9.1 – 2019/2020 Annual Report

Submission To:	Ordinary Council
Location / Address:	Whole Shire
Name of Applicant:	Erika Clement, Deputy Chief Executive Officer
File Reference:	FM.FR.1211
Author:	Erika Clement, Deputy Chief Executive Officer
Disclosure of any Interest:	Nil
Date of Report:	10 December 2020

Enclosure/Attachments:

- Annual Audit Report for the year ended 30 June 2020
- Annual Audit Completion Report for the year ended 30 June 2020

Summary:

The Governance, Audit and Community Services committee is being requested to adopt the Annual Audit and Management Reports provided by Office of Auditor General for the year ended 30 June 2020.

Background:

Council has received the Annual Audit Report for 2019/2020 from Office of Auditor General; a copy will be forwarded to the Department of Local Government as per the Local Government Financial Regulations.

Comments:

The Shire of Wickepin has received the audit report from Office of Auditor General. Mr Marius van der Merwe Auditor, Butler Settineri and Ms Carly Meagher, Office of Auditor General, will be in attendance to present the 2019/2020 Audit Report.

Statutory Environment:

Local Government (Financial Management) Regulations 1996
Part 4

Financial reports — s. 6.4

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

Policy Implications: Nil

Financial Implications: Nil

Strategic Implications: Nil

12.25pm Marius van der Merwe and Carly Meagher left the meeting.

Recommendations:

That the Governance, Audit and Community Services committee adopts the Annual Audit and Management Reports provided by Office of Auditor General for the year ended 30 June 2020.

Voting Requirements: Absolute majority.

Moved Cr Nathan Astbury / Seconded Cr John Mearns

That the Governance, Audit and Community Services committee adopts the Annual Audit and Management Reports provided by Office of Auditor General for the year ended 30 June 2020.

Carried 5/0 by Absolute Majority

10. Notice of Motions for the Following Meeting**11. Reports & Information**

11.1 Other matters raised by members

12. Urgent Business**13. Closure**

There being no further business the Chairperson declared the meeting closed at 12.32pm.

The next Governance, Audit and Community Services Meeting will be held on Wednesday 17 February 2021.

Actions Requested from meeting

<i>Subject/Action</i>	<i>Officer</i>

RECEIVAL OF MINUTES

7.3 Lifestyle Retirement Committee

Submission To:	Ordinary Council
Location/Address:	Whole Shire
Name of Applicant:	Mel Martin, Executive Support Officer
File Reference:	CR.MEE.203
Author:	Mel Martin, Executive Support Officer
Disclosure of any Interest:	Nil
Date of Report:	10 February 2021

Enclosure/Attachments:

Minutes of the Lifestyle Retirement Committee meeting held on Wednesday 3 February 2021.

Background:

The Lifestyle Retirement Committee meeting was held on Wednesday 3 February 2021.

Summary:

Council is being requested to receive the Lifestyle Retirement Committee meeting minutes held on Wednesday 3 February 2021.

Comments:

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

Statutory Environment:

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

Policy Implications: Nil

Financial Implications: Nil

Strategic Implications: Nil

Recommendations:

That the minutes for the Lifestyle Retirement Committee meeting held on Wednesday 3 February 2021 be received.

Voting Requirements: Simple majority



A Fortunate Place

Shire of Wickepin

Minutes

Lifestyle Retirement Committee

Council Chambers, Wickepin

3 FEBRUARY 2021



Notice of a Lifestyle Retirement Committee Meeting

Please note that the next Lifestyle Retirement Committee Meeting of the Shire of Wickepin will be held on Wednesday 3 February 2021 at Council Chambers, Wickepin, commencing at 9.30am.

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

Mark Hook
Chief Executive Officer

28 January 2021

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

Syd Martin
Cr Fran Allan
Cr Allan Lansdell
Murray Lang
Coleen Thompson
Colin Hemley
Audrey Bird
Kevin Coxon
Leanne Smith
Steve Rose
Rex 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 2021 are as follows:

Day	Date	Time
Wednesday	February 3, 2021	9.30am
Wednesday	May 5, 2021	9.30am
Wednesday	August 4, 2021	9.30am
Wednesday	October 6, 2021	9.30am

8. Related Policies/Bylaws: Nil.

SHIRE OF WICKEPIN QUESTIONS FROM THE PUBLIC

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

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

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**Minutes of Lifestyle Retirement Committee Meeting held in Council Chambers, Wickepin
Wednesday 3 February 2021.**

The Chairperson declared the meeting open at 9.31am.

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

Syd Martin	Chairperson
Cr Fran Allan	Member
Murray Lang	Member
Leanne Smith	Member
Coleen Thompson	Member
Kevin Coxon	Member
Audrey Bird	Member
Steve Rose	Member

Mark Hook	Chief Executive Officer
Erika Clement	Deputy Chief Executive Officer
Mel Martin	Executive Support Officer

Apologies

Cr Allan Lansdell	Member
Colin Hemley	Member
Rex Bergin	Member

Leave of Absence (Previously Approved)

2. Public Question Time

3. Applications for Leave of Absence/Apologies

4. Petitions, Memorials and Deputations

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

6. Confirmation of Minutes

Lifestyle Retirement Committee Meeting – 7 October 2020.

Moved S Rose / Seconded A Bird

That the Minutes from the Lifestyle Retirement Committee Meeting dated 7 October 2020 be amended to read that Steve Rose was against the motion to the amended site plan drawing SK0.1 in the August 2020 Lifestyle Retirement Committee meeting due to the change of orientation from the original plan which environmentally maximizes the Northerly aspect of all 4 units.

That the minutes of the Lifestyle Retirement Committee meeting held on 7 October 2020 be confirmed as a true and correct record.

Carried 7/1

7. Status Report

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

Subject/Action	Date	Officer	Progress	Status	Comment
That clause 3.1.1 of the Draft Housing Management Manual be amended to read that: Tenants may apply to keep a small, quiet animal on the premises – keeping of a pet is subject to prior approval by Council and will incur a pet bond.	07/10/2020	CEO	Draft Housing Management Manual amended.	✓	The Housing Management Manual was adopted at the November Council Meeting 2020.

○ = in progress ✓ = completed ✕ = superseded

8. Receipt of Reports & Consideration of Recommendations

9. Reports & Information

Deputy CEO Erika Clement

Gave a brief overview of the status of the Independent Living Units and explained that there has been a small hold up with the building permits as we are waiting on the Certificate of Insurance from KBuilt, once received building will commence.

9.1 Other matters raised by members

Murray Lang

Was concerned by a large tree on the West side of the property where the units are being built and requested that CEO Mark Hook to inspect the boundary.

Moved A Bird / Seconded K Coxon

That the CEO check the vegetation on the property boundary and that any potentially hazardous obstructions be removed.

Carried 8/0

Syd Martin

Asked when advertising for tenants will begin. CEO advised that he will begin advertising in the near future.

9.57am Deputy CEO Erika Clement left the meeting.

10. Urgent Business

11. Closure

The next Lifestyle Retirement Committee meeting will be held Wednesday 5 May 2021 at 9.30am.

There being no further business the Chairperson declared the meeting closed at 10.01am.

RECEIVAL OF MINUTES

7.4 Annual Elector's Meeting

Submission To:	Ordinary Council
Location/Address:	Whole Shire
Name of Applicant:	Mel Martin, Executive Support Officer
File Reference:	GO.CME.1306
Author:	Mel Martin, Executive Support Officer
Disclosure of any Interest:	Nil
Date of Report:	10 February 2021

Enclosure/Attachments:

Minutes of the Annual Elector's meeting held on Thursday 4 February 2021.

Background:

The Annual Elector's meeting was held on Thursday 4 February 2021.

Summary:

Council is being requested to receive the Annual Elector's meeting minutes held on Thursday 4 February 2021.

Comments:

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

Statutory Environment:

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

Policy Implications: Nil

Financial Implications: Nil

Strategic Implications: Nil

Recommendations:

That the minutes for the Annual Elector's meeting held on Thursday 4 February 2021 be received.

Voting Requirements: Simple majority.



A Fortunate Place

Shire of Wickepin

Minutes

Annual Elector's Meeting

Wickepin Community Centre

4 FEBRUARY 2021

**Minutes of an Annual Elector's Meeting held in the Shire of Wickepin Community Centre, Wickepin
Thursday 4 February 2021 commencing at 6:30pm**

1. Attendance

President	Cr J Russell
Councillor	Cr S Martin
Councillor	Cr F Allan
Councillor	Cr N Astbury
Councillor	Cr J Mearns
Chief Executive Officer	Mark Hook
Deputy Chief Executive Officer	Erika Clement
Manager of Works	Gary Rasmussen
Mel Martin	Executive Support Officer Marion Hook Stephen Rose Linley Rose Ted Astbury Ross McDougall Kevin Coxon Ray Lewis Audrey Bird Hazel Green Phil Watson

Apologies

Councillor	Cr A Lansdell Kaylene Lansdell
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2. Opening

The President Cr Russell declared the meeting open at 6.31pm.

3. Confirmation of Minutes - Annual Electors Meeting 6 February 2020.

Moved Cr F Allan / Seconded Cr J Mearns

That the minutes of the Annual Electors Meeting held on 6 February 2020 be confirmed as a true and correct record.

Carried

6.33pm Gary Rasmussen entered the meeting.

4. Annual Report 2019/2020

4.1 Acceptance of Annual Report 2019/2020

Moved K Coxon / Seconded Cr F Allan

That the 2019/2020 Shire of Wickepin Annual Report as presented be accepted.

Carried

6.36pm Phil Watson and Hazel Green entered the meeting.

4.2 Business Arising

5. General Business

5.1 Blue Tree

Ray Lewis raised concerns regarding the Blue Tree and its current location. Ray stated he had been in discussion with the new Hotel Manager and he also believes the tree should be relocated.

CEO advised Mr. Lewis that once a letter is received from the Hotel Manager he will take the matter to Council.

Linley Rose suggested a petition be put in place to seek community opinion.

Audrey Bird questioned if there are any other towns known that have the Blue Tree located in the Main Street.

Ray Lewis commented that he is not against the Blue Tree only its location.

5.2 Harvest Ban & Paddock Movement Ban

Audrey Bird believes the current Harvest Ban / Paddock movement ban is not descriptive enough and asked if more information can be added.

CEO advised that majority of the text messages are sent by the Chief Bush Fire Control Officer. The text messages do have a character limit and a cost factor, on average one message can cost between \$500 - \$600.

DCEO Erika Clement advised the character limit is 160 – including spaces etc.

Audrey Bird also requested that if there is a message regarding a fire within the region can the location of the fire be included in the text message. She also questioned who is responsible for alerting rate payers of a bush fire.

CEO advised it is the responsibility of the Shire and also DFES.

Stephen Rose suggested that if the message states there is a fire within the region the best option would be to contact your local Fire Control Officer.

Manager of Works, Gary Rasmussen stated that it can take time to clarify the exact location of the bush fire on the first instance, however in future will try to distribute the information as it comes to hand.

Cr Russel stated that if in doubt always consult your local FCO.

Cr N Astbury stated that he will bring up the issue at the next Bush Fire Control Officers meeting.

5.3 Harrismith Rubbish Tip

Ted Astbury expressed his concerns regarding the Harrismith Rubbish tip and believes it is being used by non-residents. He asked if a camera could be put in place.

Cr Russell advised that the Wickepin Refuse site is managed by closing the tip during the week. She stated that this has been working extremely well and could also be a possibility for Harrismith.

Stephen Rose did comment that he has been to the Wickepin Refuse Site on weekend and at times there has still been non-residence accessing the site. He asked if the Shire had cameras that could be put in place.

CEO advised that the Shire do have cameras in place throughout the Shire as a deterrent.

Cr Russell agreed with Stephen Rose, however stated that with the reduced hours the amount of refuse at the site had also reduced. Cr Russell stated the one way to eliminate non-residents accessing the site would be to employ someone.

Stephen Rose suggested the idea of introducing swipe cards.

CEO addressed both suggestions. He stated that there is no power at the site and there is no solar panel large enough to generate power to introduce swipe cards.

Linley Rose questioned the cost of the excavator compared to an employee.

Manager of Works Gary Rassmussen stated that there has been over a 50% reduction in the amount of refuse at the site and that the cost of the excavator was roughly \$3,000.00 an hour.

CEO advised that if the Shire were to employ someone they would also need to have toilet facilities etc at the site which in turn would be very costly.

Audrey Bird suggest purchasing another camera to place at the site.

Ted Astbury also stated that there are not enough recycle bins in place at the Harrismith Tip and requested some more be put in place. CEO stated he will purchase another 10 yellow recycle bins and place them at Harrismith.

Ross McDougall stated that there were also not enough bins in place at the Wickepin Refuse site. CEO advised that he and the Manger of Works will go out and inspect the site and purchase more bins if needed.

5.4 Theatre 180 – A Fortunate Life

Linley Rose would like to see a lot more promotion in relation to the A Fortunate Life production and stated that Local man Michael Heffernan is doing the music for the production.

Hazel Green questioned who will be organising the bookings for the event and it was stated that it will be addressed on Monday 8 February at the Albert Facey Homestead Committee Meeting.

5.5 Wogolin Road Recreation Area

Linley Rose asked for an update on the Wogolin Road Recreation Project.

CEO commented that the Shire has received 4 tenders and this will be addressed at the February Council Meeting. He also stated that the tenders was the completion of stage 1 only, stage 2A will be discussed at the next meeting.

5.6 Southern Wheat Belt Tourism Association

Linley Rose asked if the Southern Wheat Belt Tourism Association was still going ahead.

CEO advised that this will be addressed once the Shire appoints a new CDO.

5.7 WA Kaolin Mine

Ray Lewis asked what the future prospects are in relation to the Kaolin Mine

CEO advised that Andrew Sorensen – CEO of Kaolin Mine was invited to attend the Forum however due to the current COVID 19 restrictions he couldn't attend therefore cannot comment on the proposed future.

CEO advised that when COVID 19 restriction ease WA Kaolin will hold a Community Forum to discuss the Kaolin Mine.

Manager of Works Gary Rasmussen expressed concerns in relation to staff. He believes a number of Shire employees may leave their current positions and work at WA Kaolin leaving the Shire under staffed.

CEO advised the situation will be addressed if the need arises.

5.8 CBH

Ray Lewis suggested that the Shire look at putting up accommodation to house CBH staff over the harvest period. CEO advised Council is already in discussion with the CBH on this matter.

Ray Lewis also suggested that Council paint murals on the CBH silos.

CEO advised that it is not a Council decision and in the past CBH had said no.

5.9 2022 Tidy Town Competition

Ray Lewis suggest that the Shire of Wickepin should enter into the 2022 Tidy Town Competition.

Cr Russell agreed and would look into the process.

Linley Rose stated it was a mammoth process to undertake.

5.10 Cover for BP Petrol Station

Ray Lewis believes there needs to be a roof built over the BP petrol station.

Julie Russell advised that a roof would not be feasible. The roof would need to be extremely high therefore having little to no effect.

5.11 Wickepin Play Group – sun shade

Ray Lewis suggested there should be a sun shade built over the playground at the Wickepin Play Group building.

Cr Russell and CEO advised this could be done.

5.12 Summer and Winter Grading

Ted Astbury stated that the grading being undertaken at current was to a high standard however roads are being missed. He asked what process could be put in place to ensure no roads are missed going into the future.

Manager of Works Gary Rasmussen stated he does inspect the roads. However it is very time consuming and priority comes first.

Ted Astbury stated that the Harrismith North road needs attention ASAP and 1.5km of Line Road is still outstanding.

CEO advised he had inspected the road and believes it's not a high priority at the present time.

5.13 Yarling Brook Bridge

Ray Lewis questioned the progress of the Yarling Brook Bridge.

CEO advised that it will be a two year process and are waiting on funds from the State Government.

Ray Lewis asked if it could be bituminised?

CEO advised that it would not be worth it as there isn't enough traffic.

Ross McDougall asked if a sign could be put in place advising its only a single lane bridge and install a detour / temporary bypass.

CEO stated the matter will be looked at.

5.14 Harrismith – Truck Bays

Ted Astbury asked if the truck bays at Harrismith could be bituminised.

CEO advised the Manger of Works will look into it, but would be a high cost.

5.13 Bin Road

Ray Lewis asked if Bin Road will be bituminised.

CEO advised it will be asphalt and delt with this year.

Manager of Works advised the hold up with Bin Road was in relation to stabilisation. It was scheduled to be completed in the December but due to COVID 19 quarantine restriction there was a delay.

5.14 Cemetery Fence

Ray Lewis believes the fence around the cemetery needs to be replaced.

CEO advised the front fence had already been removed and will inspect the remaining fence but believes it is adequate at this stage.

5.15 Water Reserve

Ray Lewis requested a current update of the Water Reserve.

CEO advised the matter was dealt with at Council and it will take time for the CEO to prepare the report.

Ross McDougall expressed that he did not want it to be used for recreational purposes.

5.16 Wickepin Oval

Ray Lewis asked if the water supply to the Wickepin oval was sufficient.

Manager of Works advised that he has been carting water for the last two weeks.

5.17 Independent Living Units

Ray Lewis asked for an update in relation to the Independent Living Units and also expressed his concern in relation to a large tree on the boundary of the property.

CEO advised that the units were progressing – there was a short delay in relation to building permits but that has since been addressed. The CEO also advised he was addressing the tree and will remove any potentially hazardous vegetation.

Moved Audrey Bird / Seconded Ross McDougall

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

Carried

6. Closure

There being no further business the Shire President Cr Julie Russell declared the meeting closed at 7.45pm.

RECEIVAL OF MINUTES

7.5 Albert Facey Homestead Committee

Submission To:	Ordinary Council
Location/Address:	Whole Shire
Name of Applicant:	Mel Martin, Executive Support Officer
File Reference:	CR.MEE.208
Author:	Mel Martin, Executive Support Officer
Disclosure of any Interest:	Nil
Date of Report:	10 February 2021

Enclosure/Attachments:

Minutes of the Albert Facey Homestead Committee meeting held on Monday 8 February 2021.

Background:

The Albert Facey Homestead Committee meeting was held on Monday 8 February 2021.

Summary:

Council is being requested to receive the Albert Facey Homestead Committee meeting minutes held on Monday 8 February 2021.

Comments:

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

Statutory Environment:

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

Policy Implications: Nil

Financial Implications: Nil

Strategic Implications: Nil

Recommendations:

That the minutes for the Albert Facey Homestead Committee meeting held on Monday 8 February 2021 be received.

Voting Requirements: Simple majority.



A Fortunate Place

Shire of Wickepin

Minutes

Albert Facey Homestead Committee

Council Chambers, Wickepin

8 FEBRUARY 2021



Notice of an Albert Facey Homestead Committee Meeting

Please note that the next Albert Facey Homestead Committee Meeting of the Shire of Wickepin will be held on Monday 8 February 2021 at Council Chambers, Wickepin, commencing at 2.00pm.

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

Mark Hook
Chief Executive Officer

04 February 2021

Disclaimer

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

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

SHIRE OF WICKEPIN QUESTIONS FROM THE PUBLIC

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

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

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**Minutes of an Albert Facey Homestead Committee Meeting held in Council Chambers, Wickepin –
Monday 8 February 2021**

The Chairperson declared the meeting open at 2pm.

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

Dave Astbury	Chairperson
Libby Heffernan	Member
Linley Rose	Member
Charlotte Astbury	Member
Karen Rushton	Member
Mark Hook	Chief Executive Officer
Lara Marchei	Executive Support Officer

Apologies

Luci Sartori	Member
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Leave of Absence (Previously Approved)

A Letter of resignation has been received from Margaret Fleay dated 8 January 2021 advising of her resignation from the Albert Facey Homestead Committee.

2. Public Question Time

3. Applications for Leave of Absence/Apologies

4. Petitions, Memorials and Deputation

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

6. Confirmation of Minutes

Albert Facey Homestead Committee – 2 November 2020.

Moved L Rose / Seconded C Astbury

That the minutes of the Albert Facey Homestead Committee held on 2 November 2020 be confirmed as a true and correct record with the following correction:

That Helen Warrilow & Margaret Fleay be marked as absent.

Carried 5/0

7. Status Report

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

Subject/Action	Officer	Progress	Status	Comment
That Karen Rushton be appointed as a member of the Albert Facey Homestead committee.	CEO	That Karen Rushton be appointed as a member of the Albert Facey Homestead committee.	✓	Confirmation email sent to Karen 28/01/2021.
Fig Tree Sign	CEO	That the fig tree sign be replaced with a sign similar to the existing sign.	✓	Ordered by MWS
That a thank you letter be written to Len Lewis for his rope making demonstration and Caroline Coate for her wool spinning demonstration at the Albert Facey Homestead 20 year relocation anniversary.	CEO	That a thank you letter be sent to Len Lewis and Caroline Coate.	✓	Letters sent 03/02/2021.

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

○ = in progress ✓ = completed ✕ = superseded

8. Financials

8.1 Albert Facey Homestead Municipal Funds

Albert Facey November 2020 - January 2021

Date	Description	Income
28/10/2020	ALBERT FACEY TAKINGS DATE 28/10/2020	\$ 238.05
02/11/2020	ALBERT FACEY TAKINGS DATE 02/11/2020	\$ 68.18
16/11/2020	ALBERT FACEY TAKINGS DATE 16/11/2020	\$ 181.82
10/12/2020	ALBERT FACEY TAKINGS DATE 10/12/2020	\$ 31.82
07/01/2021	ALBERT FACEY TAKINGS DATE 07/01/21	\$ 63.64
		\$ 583.51

Date	Description	Expenditure
11/11/2020	EFIRE & SAFETY FIRE EQUIPMENT SERVICE NOVEMBER, 2020	\$ 50.00
12/11/2020	JIM'S PEST CONTROL SPIDER SPRAYING & RODENT BAITING 2020	\$ 130.84
01/12/2020	SHIRE OF WICKEPIN CRAYONS - ALBERT FACEY CELEBRATIONS, CRAYONS	\$ 27.27
		\$ 208.11

Moved L Heffernan / Seconded L Rose

That the financial statement tabled for the period ending 31 January 2021 as presented be received.

Carried 5/0

9. Receipt of Reports & Consideration of Recommendations

10. Reports & Information

10.1 Other matters raised by members

Linley Rose

- **VOLUNTARY WORK SCHEME**
The Approved Voluntary Work Organisation document was discussed and tabled by the CEO.
- **A FORTUNATE LIFE EVENT**
The CEO advised that the A Fortunate Life production has been confirmed for Saturday evening 20 March 2021 at the Wickepin Town Hall. Ticket sales will be through the Shire Administration Office for the following prices:

Moved D Astbury / Seconded L Heffernan

That the ticket prices for the A Fortunate Life production be set as:

Adult	\$30
Aged Pensioner Concession	\$25
Child (16 & under)	\$10

Carried 5/0

Libby Heffernan

- **HOMESTEAD ACCESS ON WEEKENDS**
Libby queried whether anyone had any more thoughts regarding access to the Homestead on weekends after the Wickepin Newsagency closes. Linley to check with Jean Chalmers as to her current opening hours.

11. Urgent Business

12. Closure

The next Albert Facey Homestead Committee Meeting will be held on 3 May 2021 commencing at 2pm.

There being no further business the Chairperson declared the meeting closed at 2.18pm.

8. Status Report

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

Item	Subject	Officer	Council Resolution	Status	Action
1104-190820-11	Albert Facey Homestead Committee Recommendations	CEO	An inventory of all public artefacts and donations within the Shire is to be completed. A display cabinet be purchased to house the hand pieces.	○ ○	In progress In progress
1113 – 160920 - 08	Roads 2030 Review	CEO	That the CEO submit the Toolibin North Road to the Wheat Belt South Regional Road Group for inclusion in the Narrogin Harrismith Route in the Roads 2030 Regional Strategies for significant Local Government Roads.	○	In progress
1116 - 160920 - 15	Townscape & Cultural Planning Committee Recommendations	CEO	1.Purchase the signage for 2 historically significant sites – to be nominated in consultation with the Wickepin History Group. 2.Mount the Electricity Supply and Water Supply plaques onto the Wickepin Town Hall.	○ ○	In progress In progress
1121 – 211020 – 14	Wickepin Football Club Honour Boards	CEO	That the CEO to draft a Policy for Honour Boards in community buildings based on community feedback.	○	In progress 1 Comment has been received from the Community.
1127 – 161220 – 03	Change of Vesting Reserve 15782 Railway Dam	CEO	That council request the CEO to undertake a full assessment of the Railway Dam and prepare a comprehensive Recreation Plan including possible future development and costs for the development of Reserve 15782, Williams Location 15727 Railway Dam, Wickepin.	○	In progress Letters sent to interested parties within the community 05/01/2021
1128 – 161220 – 04	Standpipe Card Readers	CEO	That council place the new card operated	○	In progress

			standpipes at the following locations: 1. Harrismith Townsite 2. Helm Road (Tincurrin North) 3. Yealering Townsite		Quotes received and sorting with the supplier.
1129 – 161220 – 08	CEO Annual Leave	CEO	That council allow the Chief Executive Officer to take leave from Monday 4 January 2021 to 29 January 2021.	✓	Council approved
1130 – 161220 – 09	Council & Committee Meeting Dates 2021	CEO	That council adopts the meeting dates for 2021.	✓	Council approved
1131 – 161220 – 10	Wickepin Football Club – Coffee Machine Purchase	CEO	That permission be granted to the Wickepin Football Club to have a coffee machine at the Wickepin Community Centre during the football season on the following grounds: 1. Wickepin Football Club to take full responsibility for the machine. 2. Wickepin Football Club to store the coffee machine when not in use by the Wickepin Football Club.	✓	Council approved Letter sent 05/01/2021
1133 - 161220 – 14	Australia Day Community Awards 2020	CEO	That council award the Australia Day 2020 Community awards: Citizen of the Year Young Citizen of the Year.	✓	Awards presented on Australia Day
1133 - 161220 – 16	2019/2020 Annual Report	CEO	1. That council adopts the Annual Audit and Management Reports provided by the Office of Auditor General, for the year ended 30 June 2020. 2. That the Shire of Wickepin 2019/2020 Annual Report be received and adopted. 3. That the annual Elector's meeting and	✓	Annual Electors meeting held 04/02/2021

			Farmers Forum be held on Thursday 4 February 2021 at 6.30pm.		
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If not noted, please insert numbers of items once attended to and return sheet to CEO.

○ = in progress ✓ = completed ✕ =superseded

9. Notice of Motions of Which Notice Has Been Given

10. Receipt of Reports & Consideration of Recommendations

TECHNICAL SERVICES

10.1.01 – Manager Works and Services’ Report

Submission To:	Ordinary Council
Location/Address:	Whole Shire
Name of Applicant:	Manager Works & Services, Gary Rasmussen
File Reference:	CM.REP.1
Author:	Manager Works & Services, Gary Rasmussen
Disclosure of any Interest:	Nil
Date of Report:	10 February 2021

Enclosure/Attachments: Nil

Summary:

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

Background: Nil

Comments:

Programmed Construction Works

- 7 Rintel St Fencing – The fence and retaining wall are still awaiting to be installed under contract.
- Bin Rd – Preparing for stabilization.
- Wickepin Pingelly Rd –Stabilization and two coat seal is complete.
- Wickepin Pingelly Rd –Reseal is complete.
- Wickepin North Rd – Reseal is complete with a patch still to be stabilized.
- Water harvesting at caravan park drain –
 - We have arranged Slade Ag Tech South Consult to draft up a conceptual design as well as hydrological and feasibility evaluations of the proposed project. We are still waiting on approval from DWER.
 - The cost of the project is approx. \$75,000.00.
 - The work can be completed in two stages. Stage one will consist of clearing the area and excavating the dam at a total cost of \$20,000.00. Stage two will commence in 2022 and consist of installing the rock spill way and installation of the water harvesting catchment system which includes the pump, power and pipeline at a total cost of \$52,000.00. Stage two will need to be discussed in the 2021/2022 budget.
- Yealering Foreshore– The works are 95% completed. All that is remaining is to install the drinking fountain.
- Yealering Brook Bridge – I have received information back from Main Roads and they are happy with the price estimate of \$278,154.00, the bridge alone is \$196,230.00. We can proceed with the bypass and need to have roughly \$81,000.00 to complete the work.

Maintenance Works

- Maintenance grader – Colin Plumb is back from leave. He is currently grading the South East part of the Shire, working in a clock wise direction.
- Pothole patching – on-going.
- Signage maintenance – on going.
- Back slopes – The Wickepin – Pingelly Road is completed. The Wickepin – Harrismith Road is on-going.

Occupational Health and Safety

- Lost time injury – no lost time.
- Plant – The Shire Truck recently ran into some sheep that were on the road. The truck suffered some damage and are waiting on a price to get it repaired.

Parks and Gardens

- General mowing and whipper snipping - on going.
- Harrismith Walk Trail - We slashed the walk trail with the bobcat four weeks ago.
- General maintenance at Yealering and Harrismith – on-going.

Plant and Equipment

- General servicing.
- Forklift- We used WALGA e-quotes to advertise. Ten were listed and we received one quote back. That quote was outside the budgeted amount. We will not proceed at this time and readdress it in the next financial year.

Other information

- Conplant - Combination roller to be delivered between March and July 2021.
- Fuzo trucks - waiting for a delivery date.
- Andrew McColl has handed in his resignation. Andrew is going to pursue a career in the mines. We wish Andrew all the best.

Statutory Environment: Local Government Act 1995.

Policy Implications: Not applicable.

Financial Implications: Not applicable.

Strategic Implications: Nil

Recommendations:

That council notes the report from the Manager of Works and Services dated 10 February 2021.

Voting Requirements: Simple majority

TECHNICAL SERVICES

10.1.02 – Tender RFT 4 2020/2021 Construction Wogolin Road Recreation Area

Submission To:	Ordinary Council
Location/Address:	Wogolin Road, Wickepin
Name of Applicant:	Mark Hook, Chief Executive Officer
File Reference:	FM.TEN.1220, CP.MAI.576
Author:	Mark Hook, Chief Executive Officer
Disclosure of any Interest:	Nil
Date of Report:	9 February 2021

Enclosure/Attachments:

1. RFT 4 2020/2021 Construction Wogolin Road Recreation area.
2. Tender Documents Received from Natureplay Solutions, Phase 3, LD Total, Phoenix Landscaping Services.

Summary:

Council is being requested to accept the tender from Natureplay Solutions for RFT 4 2020/2021 Construction Wogolin Road Recreation area for Stage 1 and 2a at a cost of \$676,979 GST Exclusive.

Background:

Council at the 18th November 2020 Ordinary Meeting of Council passed the following resolution.

Resolution No 181120-07

Moved Cr Hyde / Seconded Cr N Astbury

That Council submit applications to the LRCI Programs for Stage One and Stage Two (a) of the Wogolin Road Recreational Area for the amount of \$601,539.

Carried 8/0 by absolute majority

Following is a copy of the advert placed in the West Australian and the Narrogin Observer.



Shire of Wickepin

The Shire of Wickepin invites tenders as detailed below.

Tender RFT 4 2020/2021 Construction of Wogolin Road Recreation Area

SPECIFICATIONS
 A copy of the Specifications and Conditions of Tender can be obtained from the Shire of Wickepin Administration Centre during normal office hours (8.30am-5.00pm) by telephoning Executive Support Officer on (08) 9888 1005. A copy can also be obtained by e-mailing your request to eso@wickepin.wa.gov.au.

Tenders close at 4.00pm on 15 January 2021 and can be addressed to, The Chief Executive Officer, PO Box 19, Wickepin 6370, or delivered to the Council Tender Box at the Shire of Wickepin Administration Centre, 77 Wogolin Road, and duly marked with the relevant tender number.

The lowest or any tender will not necessarily be accepted.

Mark J Hook
Chief Executive Officer

The RFT 4 2020/2021 Construction Wogolin Road Recreation area, documents are attached under separate cover for members information.

Comments:

At the closing of the RFT 4 2020/2021 Construction Wogolin Road Recreation area, Council received the following tenders, which have all been deemed to be compliant with the tender documentation.

Company	Description	Price per Stage GST Exempt	Total GST Exempt
Natureplay	Stage 1	\$571,128	\$676,979
	Stage 2A	\$105,851	
Phase3	Stage 1 and 2A	\$840,519.26	\$1,098,948.36
	Stage 2B	\$258,429.10	
LD Total	Stage 1	\$908,175.79	\$1,272,727.27
	Stage 2A	\$108,611.88	
	Stage 2B	\$255,939.60	
Phoenix Landscaping Services	Stage 1	\$773,190	\$773,190

The tenders received have been evaluated using the following evaluation sheet.

SHIRE OF WICKEPIN EVALUATION									
RFT 4 2020/2021 Construction of Wogolin Road Recreation Area									
CRITERION	A		B		C		Total	Score	Ranking
	Demonstrated Quality of Previously Similar Work		Availability of Resourcing to Undertake Project		Tendered Price				
	weighting	20%	weighting	20%	weighting	60%			
TENDERER	raw score	weighted score	raw score	weighted score	raw score	weighted score	raw score	weighted score	
Natureplay	4.0	0.8	4.0	0.8	5.0	3.0	9.80	4.60	1
Phase 3	4.0	0.8	4.0	0.8	2.0	1.2	6.80	2.80	2
LD Total	3.0	0.6	4.0	0.8	2.0	1.2	5.60	2.60	3
Phoenix Landscaping Services	1.0	0.2	2.0	0.4	2.0	1.2	3.20	1.80	4
	Score	Description of Score							
	0	Offer did not address the criterion							
	1	offer contained insufficient/unclear information							
	2	Acceptable offer							
	3	Good offer							
	4	Very Good offer							
	5	Excellent offer							

Following is a diagram showing the appropriate stages of the Wogolin Road Recreational Area.



Stage 1 covers the following as per the concept plans adopted by Council.

Project No. 2328 - Stage 1

Costing based on Rev A

Category	Summary Description
Blocks, Logs & Prep	Labour Site prep & set out Kerbing Logs Rocks Limestone block - recon
Blocks, Logs & Prep Total	
Equipment	Labour Fence Gate - Single Gate - Double Sand Play Table (Right) Water Play Table Log Bench Water Channel RH Swing A-Frame Triple (Rigid/Flexi/Basket) Balancing Log - Galvanised Legs Stilts Balance Sleeper with Stumps Water-Play Fountain - Galvanised Transition Bench (Right) Concrete Stepper - exposed finish Cubby Frame Bench Seat Concrete with Back Picnic Table Play Tower Humpback Bridge - No Balustrade Bin Shade Structure Water Creek with river stones Light Pole Park Signage by others
Equipment Total	
Surfaces	Labour Gravel Lawn Mulch - Playground IAS Mulch - Playground Path River sand Rubber surfacing Rubber beach edge
Surfaces Total	
Plants	Labour Mulch - Garden Soil Conditioner Plants - Normal density Trees - Small
Plants Total	
Other	Labour Machinery Hire Project management Mobilisations Reticulation Retic controller & wiring Site clean up & finalisations Waste disposals Plumber for Fountain Transport/logistics
Other Total	
Total	

Stage 2A covers the following as per the concept plans adopted by Council.

Project No. 2328 - Stage 2a

Costing based on Rev A

Category	Summary Description
Blocks, Logs & Prep	Labour Site prep & set out Rocks
Blocks, Logs & Prep Total	
Equipment	Labour Upright Logs Flying Fox - Single 20M Concrete Stepper - exposed finish Concrete Slide - Height 1200mm Decking Balustrading - Jarrah 75 x 50
Equipment Total	
Surfaces	Labour Rubber surfacing Rubber beach edge Mulch - Playground IAS Fill
Surfaces Total	
Plants	Labour Mulch - Garden Soil Conditioner Trees - Small Plants - Normal density
Plants Total	
Other	Labour Machinery Hire Mobilisation Project management Site clean up & finalisation Waste disposal Reticulation Transport/logistics
Other Total	
Total	

Stage 2B covers the following as per the concept plans adopted by Council.

Project No. 2328 Stage 2b

Costing based on Rev A

Category	Summary Description
Blocks, Logs & Prep	Labour Site prep & set out
Blocks, Logs & Prep Total	
Equipment	Labour Skate Park Light Poles
Equipment Total	
Other	Labour Machinery Hire Mobilisation Project management Site clean up & finalisation Waste disposal Transport/logistics
Other Total	

The current funds for the Wogolin Road Recreation Area under the LRCI Programs for the Wogolin Road Recreational Area is \$601,539.

\$340,000 Phase 1 and \$201,539 Phase 2.

If Council accepts the tender from Natureplay for \$601,359 for stage 1 and 2A Council will need to fund the difference of \$75,620 from within the Municipal Fund, by accepting a donation from the Wickepin Cropping Group or utilising funds from the building reserve as outlined in *Section 6.11 (2)(b) of the Local Government Act 1995*

The CEO has been made aware that the Wickepin Cropping Fund is looking to fund a major project in Wickepin so the CEO has forwarded an email to the Wickepin Cropping Fund to see if they would be able to donate \$75,000 to this worthwhile project. At the writing of this report no reply has been received.

As this is an unbudgeted item Council needs to bear in mind section 6.8 Expenditure from municipal fund not included in annual budget under the Local Government Act 1995.

Council at this stage is unable to utilise any of its Cash Backed Reserves for this project as there is not a reserve that would cover this project and Council has not undertaken one Month's Local Public Notice as outlined in *Section 6.11 (2)(b) of the Local Government Act 1995* to use funds from the Building Reserve for the Wogolin Road Recreation Area.

Following is a list of Councils reserves and their uses as stated within Councils Annual Report.

(a) Reserves cash backed - Leave Reserve	Ongoing	To be used to fund annual and long service leave requirements				
(b) Reserves cash backed - Plant Reserve	Ongoing	To be used for the purchase of road plant, machinery and equipment				
(c) Reserves cash backed - Building Reserve	Ongoing	To be used for the construction of new buildings, predominantly staff housing				
(d) Reserves cash backed - Fire Fighting Reserve	Ongoing	To be used to fund the provision of bush fire equipment for brigades				
(e) Reserves cash backed - Cottage Homes Reserve	Ongoing	To be used for the future maintenance and construction of new Cottage Homes Units				
(f) Reserves cash backed - Special Events Reserve	Ongoing	To be used to fund special events and celebrations				
(g) Reserves cash backed - Computer Reserve	Ongoing	To be used for the purchase, upgrade or replacement of hardware as necessary				
(h) Reserves cash backed - Young Singles Accommodation Reserve	Ongoing	Additional income over expenditure held for future repairs or improvements				
(i) Reserves cash backed - Saleyards Reserve	Ongoing	Additional income over expenditure held for future repairs or improvements				
(j) Reserves cash backed - Sewerage Reserve	Ongoing	Additional income over expenditure held for future repairs or improvements				
(k) Reserves cash backed - Refuse Reserve	Ongoing	Additional income over expenditure for the future creation or maintenance of the refuse site				
(l) Reserves cash backed - Land Development Reserve	Ongoing	Income received from the sale of the English house, held for the future development of the English Land				
(m) Reserves cash backed - Aged Persons Accommodation Reserve	Ongoing	To be used for the construction and future maintenance requirements for the Aged Person accommodation units				
(n) Reserves cash backed - Swimming Pool Reserve	Ongoing	To be used to fund major repairs or improvements at the Wickepin Swimming Pool				
(o) Reserves cash backed - Albert Facey Homestead Reserve	Ongoing	To be used for the refurbishment and future maintenance of Albert Facey Homestead				
(p) Reserves cash backed - Fuel Facility Reserve	Ongoing	To be used for future maintenance and upgrade of Wickepin Fuel Facility				

Council would be able to utilise \$75,000 from the Building Reserve if it was to follow *Section 6.11 (2)(b) of the Local Government Act 1995* and give one Month's Local Public Notice of the use of the Building Reserve Funds for the Wogolin Road Recreation Area, **Absolute Majority required.**

Statutory Environment:

Local Government Act 1995

3.57. Tenders for providing goods or services

- (1) A local government is required to invite tenders before it enters into a contract of a prescribed kind under which another person is to supply goods or services.
- (2) Regulations may make provision about tenders.

6.8. Expenditure from municipal fund not included in annual budget

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

* Absolute majority required.

- (1a) In subsection (1) —

additional purpose means a purpose for which no expenditure estimate is included in the local government's annual budget.
- (2) Where expenditure has been incurred by a local government —
 - (a) pursuant to subsection (1)(a), it is to be included in the annual budget for that financial year; and

(b) pursuant to subsection (1)(c), it is to be reported to the next ordinary meeting of the council.

6.11. Reserve accounts

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

*** Absolute majority required.**

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

Policy Implications:

2.1.17 TENDERS OF BUDGETED ITEMS

OBJECTIVE: To call tenders for all items on the current adopted budget for all items above \$250,000.

The CEO is authorised to call tenders for all items on the current adopted budget over \$250,000.

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

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

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

Financial Implications:

The current funds for the Wogolin Road Recreation Area under the Two LRCI Programs for the Wogolin Road Recreational Area is \$601,539. \$340,000 Phase 1 and \$201,539 Phase 2.

Council is still awaiting to hear if the Wogolin Recreation Areas under phase 2 of the LRCI program has been approved. The Agreement to accept the \$201,539 has been signed and accepted we are just waiting for approval of the following project nomination.

Regional Development and Communications

Local Roads and Community Infrastructure Program Phase 2 - Work Schedule - Project Nomination

Funding Recipients are required to nominate project(s) they plan to undertake with LRCI Program Phase 2 funding by providing information to the Department of Infrastructure, Transport, Regional Development and Communications ('Department') via emailing IP@infrastructure.gov.au. A separate Project Nomination row must be completed for each project or group of small projects that an Eligible Funding Recipient wishes to undertake.

For ease of assessment, and to limit requests for more information, please fill all fields as completely and accurately as possible.

Name [Council, State]					LRCI Phase 2 Funding Allocation						\$
#	Project Name	Project Description / Problem Being Addressed	Infrastructure Type	Total Project Cost	LRCI Phase 2 Funding Required *	Construction Start Date	Construction End Date	Estimated jobs supported		Project Electorate	Project Land / Asset Owner **
	[Project location or street address: Work category]	[Please align project description to project work categories on Page 3 where possible]	[Please select one item]	[\$]	[\$]	[MM/YY]	[MM/YY]	[Numerical figure – refer FAQ instructions]		[Please list the Federal Project Electorate]	[Please select one item]
				Funding required should not exceed allocation		Construction to be within 01/21 and 12/21, as per guidelines		Council employees	Contractors		
1	Wogolin Road Play Ground Stage 2 Wogolin Road Wickepin WA 6370	Stage 2 Wickepin Town Centre Intergenerational Community Meeting Place and Play Space. Better Community Access to Main Street upgraded Playground Equipment and better meeting place	Community	\$601,539	\$261,359	01/2021	12/2021	3	5		Crown
2			Choose an item.								Choose an item.
3			Choose an item.								Choose an item.
4			Choose an item.								Choose an item.
5			Choose an item.								Choose an item.
6			Choose an item.								Choose an item.
Total		-	-			-	-			-	-

Has the availability of funding under the Local Roads and Community Infrastructure Program required you to hire additional Council staff?	Choose an item.	Number 0
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#	* If project is not fully funded by LRCI, state details of Council or other contribution	** If Project Land or Asset Owner is not Council, please indicate nature of permission	If applicable, details of any recycled materials used on the project
	LRCI contribution round 1 \$340,000	Leased from State Government	Unsure until tenders accepted

Strategic Implications:

The Wogolin Road Recreation Area sits within Goal Two of the Shire of Wickepin Community strategic plan 2018/2028.

infrastructure

GOAL 2: Improve the amenities and aesthetics along the main street of townsites

SHORT TERM STRATEGY	MEDIUM TERM STRATEGY	POINT OF MEASUREMENT	10 YR OUTCOME
2.1 Annual stocktake of existing parks and gardens across the Shire 2.2 Established local groups are engaged in redesigning the current park and garden at the western end of the main street of Wickepin 2.3 Develop a Wickepin Playground Plan	2.4 Council continues to try to engage to improve the agricultural display along the main street of Wickepin 2.5 Playgrounds are updated 2.6 Parks and gardens across the Shire are maintained and continually enhanced 2.7 Garden staff are informed, equipped and resourced	<ul style="list-style-type: none"> - Annual parks and garden audit is completed and discussed at Council - Increase in the number of visitors who stop and use the main street playground 	The community is engaged in the activation and maintenance of our open spaces

Recommendations:

1. That Council accept the tender from Nature Play for Stage 1 of the Wogolin Road Recreational Area as per the received tender and RFT 4 2020/2021 Construction Wogolin Road Recreation Area documentation at the tendered price of \$571,128.
2. That Council accept the tender from Natureplay for Stage 2A of the Wogolin Road Recreational Area as per the received tender and RFT 4 2020/2021 Construction Wogolin Road Recreation Area documentation at the tendered price of \$105,851 with the additional funds coming from the Municipal funds or through a donation from the Wickepin Cropping Group.
3. That the CEO be authorised to accept the tender from Natureplay for Stage 2A of the Wogolin Road Recreational Area as per the received tender and RFT 4 2020/2021 Construction Wogolin Road Recreation Area documentation at the tendered price of \$105,851 utilising \$75,000 from the Building Reserve Fund and that the CEO give One Month's advertising period advertising the use of \$75,000 from the Building Reserve Fund to fund the balance required for Stage 2A of the Wogolin Road Recreation Area.

Voting Requirements:

Absolute majority for all recommendations

TECHNICAL SERVICES

10.1.03 – Yarling Brook Bridge 3035

Submission To:	Ordinary Council
Location/Address:	Yarling Brook Road
Name of Applicant:	Mark Hook, Chief Executive Officer
File Reference:	RD.MAI.1
Author:	Mark Hook, Chief Executive Officer
Disclosure of any Interest:	Nil
Date of Report:	9 February 2021

Enclosure/Attachments: Nil

Summary:

Council is being requested to authorise the expenditure for the bypass on Yarling Brook road for the repair to Yarling Brook Bridge 3035.

Background:

The bridge on Yarling Brook Road bridge number 3035 has failed on one lane and it has had to be closed down to one lane only.

Comments:

Discussions have been held with Main Roads as Main Roads through the Grants Commission funds the replacement of bridges. Main Roads two years ago moved the Yarling Brook Bridge 3035 out for replacement into the 2022/2023 year. Main Roads have advised that this funding is still available and there are no funds to replace the bridge this year or next year. Council can replace the bridge with its own funds if it wishes to prior to the 2022/2023 financial year. During the CEO annual leave the Manager of Works has emailed Councillors advising of the situation.

Discussions have been held with the adjoining land owner to allow for a bypass to be installed through his property while we are waiting for the funds to replace the bridge with twin 1500mm culverts 8 meters wide.

The cost of the culverts will be \$278,155 inclusive of the bypass which will be funded in 2022/2023 financial year through the Grants Commission Bridge Program.

Council will need to fund the bypass part of the bridge replacement this financial year 2020/2021.

The cost of the bypass including Wages and materials is \$81,925.

Statutory Environment:

6.8. Expenditure from municipal fund not included in annual budget

- (1) *A local government is not to incur expenditure from its municipal fund for an additional purpose except where the expenditure —*
- (a) *is incurred in a financial year before the adoption of the annual budget by the local government; or*

- (b) **is authorised in advance by resolution***; or
 (c) *is authorised in advance by the mayor or president in an emergency.*

*** Absolute majority required.**

(1a) In subsection (1) —

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

(2) Where expenditure has been incurred by a local government —

- (a) pursuant to subsection (1)(a), it is to be included in the annual budget for that financial year; and
 (b) pursuant to subsection (1)(c), it is to be reported to the next ordinary meeting of the council.

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

Policy Implications: Nil

Financial Implications:

Cost of the bypass in the 2020/2021 financial year will be \$81,925 which will be taken from the 2020/2021 maintenance road program and will be recouped through the Grants Commission Bridge program in 2022/2023.

Strategic Implications:

Fits within Goal one of the Shire of Wickepin Community Strategic Plan 2018/2028.

infrastructure

GOAL 1: Roads are a key economic driver across the Shire

SHORT TERM STRATEGY	MEDIUM TERM STRATEGY	POINT OF MEASUREMENT	10 YR OUTCOME
1.1 Annual review of the performance and structure of Shire owned roads	1.2 Plant and equipment maintenance and replacement is planned for 1.3 Identification of road maintenance and improvements in the Asset Management Plan 1.4 Engagement of neighbouring Shires and key stakeholders in the Secondary Freight Route Project	<ul style="list-style-type: none"> - RAV ratings - Number of positive and negative complaints received - Traffic count data reflects usage and investment required - Number of accidents attributed to road condition - Retention of works staff is higher than industry average - Roads can handle weather conditions - Level of funding secured and % spent in the Shire 	Road infrastructure meets the freight task and is sustainable in the long term

Recommendations:

That Council authorise the change of the expenditure for the 2020/2021 Road Maintenance budget to include the construction of the bypass for the Yarling Brook Road Bridge number 3035 at a cost of \$82,000.

Voting Requirements: Absolute majority

TECHNICAL SERVICES**10.1.04 – Hemley Tree**

Submission To:	Ordinary Council
Location/Address:	Road Verge 9 Moss Parade
Name of Applicant:	Mark Hook, Chief Executive Officer
File Reference:	A5271
Author:	Mark Hook, Chief Executive Officer
Disclosure of any Interest:	Nil
Date of Report:	11 February 2021

Enclosure/Attachments: Nil

Summary:

Council is again being requested to remove the large road verge tree outside of 9 Moss Parade Wickepin.

Background:

Council has received the following letter from C R and J A Hemley requesting the removal of the large road verge tree outside of 9 Moss Parade Wickepin.

Comments:

C R & J A Hemley
P O Box 46
Wickepin 6370

Mr M Hook
7 Wogolin road
Wickepin 6370
1/2/2021

Dear Mark

We are again requesting if possible, the removal of the tree on the verge at 9 Moss Parade, Wickepin.

It is unsightly and leaves a great mess with leaves and dropped limbs on the verge and with photos provided of the verge after having just be cleaned up.

It is not cleaned up very often and that well.

The garden near this tree is battling to survive and is supposed to be a waterwise garden and is on reticulation and the tree would be taking 90% of the water.

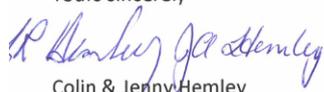
There are three trees over the road which also add to the mess but are not as big.

Driving around town there are no other trees this big on anyone's verge.

It might look a nice tree as long as it is not in your backyard.

We are willing to plant replacement trees to enhance the area.

Yours sincerely


Colin & Jenny Hemley





Council Policy 8.1.13.6 Tree Pruning states the following

**8.1.13.6
TREE PRUNING**

Tree removal from verges must be authorised by Council and removed, except dangerous, diseased or dying trees which Council will remove.

This matter was dealt by Council on the 18th February 2020 and the following resolution was passed by Council.

Resolution No 190220-05

Moved Cr John Mearns / Seconded Cr Allan Lansdell

That the tree not be removed outside 9 Moss Parade Wickepin and the CEO to ensure the surrounding area is maintained and kept tidy.

Carried 7/0

Statutory Environment: Nil

Policy Implications: Nil

8.1.13 TREE AND ROAD VERGE POLICY IN URBAN AREAS

OBJECTIVE: Encourage the safe development of verge areas in urban areas, by maintained grass and/or garden to maintain a safe environment for motorists and pedestrians, provide access to services/manholes, hydrants, service pits and pillars and encourages landscaping to make verges attractive.

Retention of natural bush and use of native varieties is encouraged. Existing vegetation, trees and shrubs, whether natural or introduced, may not be removed without Council approval.

No financial assistance will be given by Council for development, ongoing operation or maintenance costs of road verges.

8.1.13.1 COUNCIL APPROVAL OF THE LANDSCAPING PLAN

Council permission is required to plant a garden on the street/road verge in front of private property. Applicants must submit a landscaping plan showing details of the proposed garden and the positions of any gardens beds, trees, and shrubs.

The Council Gardener will inspect the landscaping plan, and make any amendments necessary to ensure the planned garden conforms to Council's Policy. The landscaping plan will be returned to the Applicant along with a letter of approval and any conditions that may apply.

A maximum one third of the road verge of any lot may be paved, with the other two thirds used for soakage.

All entrances to residential, commercial and light industrial lots must be at a right angle to the road formation and not on the road truncations.

8.1.13.2 PEDESTRIAN AND CYCLIST SAFETY

All landscaping must allow for pedestrian and cyclist access off the road and road shoulder to a minimum 1.5 metres.

8.1.13.3 PLANTING A LAWN ON THE STREET OR ROAD VERGE

A lawn may be planted on the street/road verge with Council approval, (landscaping plan not required).

Existing vegetation, trees and shrubs, whether natural or introduced, may not be removed without Council approval.

8.1.13.4 TREES, SHRUBS, GROUND COVERS AND GARDENS

A garden of small trees, shrubs and ground covers with mulch, may be established. Council approval is required to plant large trees.

The land user must ensure there is no spillage of vegetation onto road edges, dual-use paths, footpaths or covering of public utility facilities on the verge.

Trees shall not be planted on verges less than three (3) metres in width.

The general tree planting alignment is an offset approximately 2.5 – 3.5 metres from property boundaries. Where there is no kerb, the distance shall be three (3) metres from the edge of the seal to planting.

Trees shall not be planted within one (1) metre of an underground service.

Trees growing to over (5) metres shall not be planted under overhead electrical power lines nor any tree planted where it will grow to within one (1) metre of a power line.

Trees or shrubs which grow taller than 750mm are not to be planted within six (6) metres of intersecting kerb – lines.

No trees are to be planted within three (3) metres of crossovers, road kerbs or shoulders, crossovers, man holes, hydrants, inspection pits and pillars, or within one (1) metre from a dual use path or footpath.

All trees planted in the verge area are to be kept pruned to a height of 2.1 metres clear at the ratepayer's expense.

Poisonous trees (such as Cape Lilac and Castor Oil) and shrubs (such as Oleander) are not permitted.

Spiky plants should be avoided in areas near footpaths, road edges and crossovers.

Weed control using 80mm weed free mulch overlay is acceptable.

8.1.13.5 FREE COUNCIL TREES

Upon request, Council may supply trees of a mutually agreed species from the attached Street species list, provided the property owner agrees to plant and maintain them in a caring manner.

The property owner may receive two trees for an average 20 metre verge frontage, four trees for a corner block and a maximum of six trees for a special rural or industrial area block.

8.1.13.6 TREE PRUNING

Tree removal from verges must be authorised by Council and removed, except dangerous, diseased or dying trees which Council will remove.

8.1.13.7 RETICULATION

Any irrigation system shall be installed and operated to avoid nuisance or hazard to pedestrians and shall have all pipes at depth of 150mm – 300mm with pop up sprinklers set flush with the ground level.

Over spray of road and paths is not allowed.

When laying reticulation in the verge area in front of private property, the property must;

- Ensure that all connections to public or private water supplies comply with requirements and Australian Standards;
- Reticulation is to be controlled from the private property not the verge area;
- Any damage to public utility facilities is to be made good by the Applicant/Rate Payer.

8.1.13.8 MATERIALS ON STREET AND ROAD VERGES

Earth mounding, rocks or retaining walls or other non-frangible items or structures are not permitted on street or road verges. The rate payer must not place or erect any fence, enclosure, rockery or other obstruction on, or about, a lawn or garden on the verge area.

A flush or rounded low profile kerb edge may be approved.

Aggregate and loose gravel are not permitted as a matrix in the street garden.

8.1.13.9 REMOVAL OF MATERIALS FROM THE VERGE AREA

Council may at any time, require the rate payer to remove any tree, shrub, reticulation or structure from the street verge area at the rate payer's expense.

8.1.13.10 TREE SPECIES LIST

Tree Species List (recommended by Wickepin Tree Nursery)

If Council is required to remove any materials from the verge area, the expense incurred may be recovered from the rate payer. Species List (Free Trees)

BOTANICAL NAME	COMMON NAME	FLOWER COLOUR
Hakea laurina	Pin cushion Hakea	Red/pink/cream
Melaleuca Armillaris	Chenille honey murtle	White
Eucalyptus Torquata	Coral gum	Coral/Pink
Melaleuca Priessiana	Paperbark	White

Euc. Tetragona	Silver marlock	White/Cream
Euc. Erythrocorys	Illyarrie	Limegreen/red cap
E. Caesia	Silver princess	Pink/Red
E. Caesia Magna	Weeping Silver princess	Pink/Red
E Nutans	Red flowered moort	Red
Banksia Prionotes	Orange acorn banksias	Orange
Hakea Multilineata	Grass leaf Hakea	Red
Euc. Dielsii	Cap Gum (cap fruited mallee)	Yellow
Pittosporum Phylliraeodes	Native weeping apricot	White
Euc Forrestiana	Fuchsia gum	Red buds
Callistemon phoeniceus	Fiery Bottlebrush	Red
Euc Erythronema	Red flowered mallee	Red
Euc ficifolia	WA Red flowered gum	Red
E. Priessiana	Bell fruited mallee	Yellow

Financial Implications:

Cost to remove the tree would be around \$500 and would be undertaken by council staff so no contractor cost to Council

Strategic Implications: Nil

Recommendations:

That Council authorise the removal of the tree as requested by C R & J A Hemley, outside 9 Moss Parade Wickepin.

Voting Requirements: Simple majority

GOVERNANCE, AUDIT AND COMMUNITY SERVICES**10.2.01– List of Accounts**

Submission To:	Ordinary Council
Location / Address:	Whole Shire
Name of Applicant:	Erika Clement – Deputy Chief Executive Officer
File Reference:	FM.FR.1212
Author:	Dianne Barry – Finance Officer
Disclosure of any Interest:	Nil
Date of Report:	4th February, 2021

Enclosure/Attachments: List of Accounts.

Summary:

List of accounts remitted during the period from 1 December 2020 to 31 December 2020 and 1 January 2021 to 31 January 2021.

Municipal Account	Vouchers	Amounts
EFT	11022-11101	\$127,806.56
Cheques	15715-15719	\$ 15,236.14
Payroll	December	\$ 119,475.00
Superannuation	December	\$ 19,379.86
Credit Card	December	\$ 90.60
Direct Deductions	December	\$ 1,496.69
Licensing	December	\$ 18,078.15
	December Total	<u>\$301,563.00</u>
Trust		
EFT	11019-11021	\$ 168.50
Cheques		-
	December Total	<u>\$ 168.50</u>
	<u>Total for December</u>	<u>\$301,731.50</u>
Municipal Account	Vouchers	Amounts
EFT	11102-11158	\$210,795.23
Cheques	15720-15726	\$ 27,331.99
Payroll	January	\$ 74,739.00
Superannuation	January	\$ 12,168.79
Direct Deductions	January	\$ 1,147.09
Licensing	January	\$ 24,992.50
	January Total	<u>\$351,174.60</u>
Trust		
EFT		-
Cheques		-
	January Total	<u>\$ 0.00</u>
	<u>Total for January</u>	<u>\$351,174.60</u>

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

Certificate of Chief Executive Officer:

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

Comments:

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

Statutory Environment:

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

Policy Implications: Policy 3.1.7 - Cheque Issue.

Strategic Implications: Nil

Recommendations:

That council acknowledges that payments totalling \$301,731.50 for December 2020 and \$351,174.60 for January 2021 have been made in accordance with the list included in these minutes, and scrutiny of the list has found that the payments are satisfactory.

Voting Requirements: Simple majority

List of Accounts Due & Submitted to Council					
31st December, 2020					
Chq/EFT	Date	Name	Description	Trust	Muni
EFT11019	01/12/2020	BUILDING CONSTRUCTION INDUSTRY TRAINING FUND	BCITF FEES	\$ 91.75	
EFT11020	01/12/2020	DEPT MINES, INDUSTRY REGULATION AND SAFETY	BSL FEES NOVEMBER, 2020	\$ 63.50	
EFT11021	01/12/2020	SHIRE OF WICKEPIN	BCITF COMMISSION NOV 2020	\$ 13.25	
			TOTALS TRUST	\$ 168.50	
EFT11022	01/12/2020	M.E PUMP WIZARDS	INSPECT & SERVICE PUMP #1 MAIN SEWER PIT		\$ 4,459.51
EFT11023	10/12/2020	AUSTRALIA POST	ACCOUNT NOVEMBER 2020		\$ 80.60
EFT11024	10/12/2020	AIR RESPONSE	REPAIR AIR CONDITIONER - UNIT 2		\$ 210.00
EFT11025	10/12/2020	ALLWORK CIVIL	INSTALL RUMBLE STRIPS		\$ 9,900.00
EFT11026	10/12/2020	BURGESS RAWSON (WA) PTY LTD	WATER USAGE 30/9/2020 - 25/11/2020		\$ 655.92
EFT11027	10/12/2020	BELVEDERE NURSERY	40M PINE CHIPS		\$ 3,800.00
EFT11028	10/12/2020	BRETT ROWE MOBILE HD MECHANICAL SERVICES	SERVICE & PARTS - FIRE TENDER TINCURRIN		\$ 936.18
EFT11029	10/12/2020	COUNTRY PAINT SUPPLIES	PAINT, BRUSHES		\$ 450.15
EFT11030	10/12/2020	LANDGATE	INTERIM VALUATION UV		\$ 197.39
EFT11031	10/12/2020	GENERAL TECH	MOBILE PHONE, CHARGER		\$ 840.00
EFT11032	10/12/2020	EWEN RURAL SUPPLIES	ACCOUNT NOVEMBER, 2020		\$ 5,252.73
EFT11033	10/12/2020	EASIFLEET	CAR LEASE		\$ 439.30
EFT11034	10/12/2020	FOWLER SURVEYS	PROVIDE SET OUT DURING CONSTRUCTION - CLAIM 3		\$ 1,676.38
EFT11035	10/12/2020	GREAT SOUTHERN FUEL SUPPLIES	FUEL ACCOUNT NOVEMBER 2020		\$ 8,707.63
EFT11036	10/12/2020	GEOFF PERKINS FARM MACHINERY	MOWER BLADES		\$ 221.57
EFT11037	10/12/2020	HANCOCKS HOME HARDWARE	CIGWELD TIPS		\$ 27.85
EFT11038	10/12/2020	INTERFIRE AGENCIES	PROTECTIVE CLOTHING		\$ 350.88
EFT11039	10/12/2020	JASON SIGNMAKERS	SIGNS		\$ 5,837.08
EFT11040	10/12/2020	MARKETFORCE PRODUCTIONS	HONOUR BOARD ADVERT & CREDIT NOTE		\$ 139.64
EFT11041	10/12/2020	MCLEODS BARRISTERS & SOLICITORS	TOOLIBIN TENNIS CLUB LEASE		\$ 181.59
EFT11042	10/12/2020	NARROGIN HIRE SERVICE AND RETICULATION	RETIC FITTINGS AND PARTS		\$ 1,714.44
EFT11043	10/12/2020	GREAT SOUTHERN WASTE DISPOSAL	WASTE COLLECTION NOVEMBER, 2020		\$ 9,802.97
EFT11044	10/12/2020	STAR TRACK EXPRESS	FREIGHT - WA HINO		\$ 61.73
EFT11045	10/12/2020	NARROGIN TOYOTA	MOWER HEADS		\$ 241.52
EFT11046	10/12/2020	NARROGIN & DISTRICTS PLUMBING SERVICE	REPLACE HOT WATER UNIT, LABOUR, TRAVEL		\$ 2,203.30
EFT11047	10/12/2020	OFFICEWORKS SUPERSTORES PTY LTD	STATIONERY		\$ 233.84

EFT11048	10/12/2020	OFFICER OF THE AUDITOR GENERAL	CERTIFICATION RTR FUNDING 2019/2020	\$ 880.00
EFT11049	10/12/2020	PERFECT COMPUTER SOLUTIONS	COMPUTER SUPPORT & DAILY SUPPORT - NOV2020	\$ 212.50
EFT11050	10/12/2020	PARRYS	WORK WEAR	\$ 479.95
EFT11051	10/12/2020	WAGIN PLUMBING	REPAIR WATER LINE, LABOUR, TRAVEL	\$ 1,120.90
EFT11052	10/12/2020	JULIE ALEXIA RUSSELL	REIMBURSEMENT - SENIORS CHRISTMAS LUNCH	\$ 216.75
EFT11053	10/12/2020	REPCO	GLOBE, CB RADIO	\$ 449.35
EFT11054	10/12/2020	SHIRE OF BROOKTON	1/18 ANNUAL HONORARIUM 2020/2021	\$ 100.00
EFT11055	10/12/2020	STEWART & HEATON	PROTECTIVE CLOTHING	\$ 1,193.51
EFT11056	10/12/2020	R J SMITH ENGINEERING	STAINLESS STEEL FILTER, LABOUR	\$ 3,151.50
EFT11057	10/12/2020	IAN GORDON SHEDDEN	COMMISSION NOVEMBER, 2020	\$ 442.40
EFT11058	10/12/2020	STYLELITE PTY LTD	BOLLARDS	\$ 2,200.00
EFT11059	10/12/2020	SHIRE OF NARROGIN	REPORTS REUSED SCHEME , DWER, ABS WATER SUPPLY	\$ 240.00
EFT11060	10/12/2020	TOLL IPEC	FREIGHT - PATHWEST, PCS	\$ 32.24
EFT11061	10/12/2020	WA HINO SALES & SERVICE	SEAT BELT	\$ 536.14
EFT11062	10/12/2020	WICKEPIN HOTEL AND HARVEST CAFE	REFRESHMENTS - SENIORS CHRISTMAS LUNCH	\$ 60.00
EFT11063	10/12/2020	WURTH AUSTRALIA PTY LTD	MULTIMETER, VALVE CLEANER, CUTTING DISCS, CABLE TIES, SOLDERING DEVICE	\$ 867.71
EFT11064	10/12/2020	WICKEPIN COMMUNITY RESOURCE CENTRE	30 X GOLD CARD - TOWNSENDALE FIRE BRIGADE	\$ 4.50
EFT11065	10/12/2020	OEM GROUP	ELECTRIC PRESSURE CLEANER	\$ 7,108.99
EFT11066	22/12/2020	AUSTRALIAN TAXATION OFFICE	BAS NOVEMBER 2020	\$ 2,714.00
EFT11067	23/12/2020	BLACKWOODS	20 X RESPIRATORS	\$ 651.64
EFT11068	23/12/2020	AIR LIQUIDE WA PTY LTD	CYLINDER RENTAL NOVEMBER, 2020	\$ 68.72
EFT11069	23/12/2020	FRANCES ALLAN	COUNCILLOR TRAVEL & MEETING FEES TO DEC 2020	\$ 2,170.88
EFT11070	23/12/2020	AIR RESPONSE	FUJITSU AIR CONDITIONER & INSTALLATION	\$ 2,016.00
EFT11071	23/12/2020	WES ASTBURY	COUNCILLOR TRAVEL & MEETING FEES TO DEC 2020	\$ 2,139.84
EFT11072	23/12/2020	NATHAN STEWART ASTBURY	COUNCILLOR TRAVEL & MEETING FEES TO DEC 2020	\$ 862.80
EFT11073	23/12/2020	BELVEDERE NURSERY	ROLL ON LAWN	\$ 5,865.00
EFT11074	23/12/2020	COUNTRY PAINT SUPPLIES	ROLLER AND POLE	\$ 49.36
EFT11075	23/12/2020	PETER DENTON	PLANTS	\$ 549.50
EFT11076	23/12/2020	CSE CROSSMAN	TRAVEL CHARGER	\$ 103.40
EFT11077	23/12/2020	LGIS RISK MANAGEMENT	RISK CO-ORDINATOR FEE 20/21 1ST INSTALMENT	\$ 2,780.26
EFT11078	23/12/2020	AC & EJ FULFORD & CO	TIP WORKS FOR NOVEMBER, 2020	\$ 3,234.00
EFT11079	23/12/2020	STEFFIE GREEN	XMAS LIGHTS COMPETITION 1ST PRIZE	\$ 250.00

EFT11080	23/12/2020	HANCOCKS HOME HARDWARE	MIXER TAP	\$ 97.95
EFT11081	23/12/2020	SARAH JANE HYDE	COUNCILLOR TRAVEL & MEETING FEES TO DEC 2020	\$ 862.80
EFT11082	23/12/2020	HARE & FORBES	SANDBLAST HOPPER	\$ 275.00
EFT11083	23/12/2020	HI ON REGRIGATION	REPAIRS TO COOL ROOM - YEALERING BOWLING CLUB	\$ 3,097.00
EFT11084	23/12/2020	CR ALLAN LANSDELL	COUNCILLOR TRAVEL & MEETING FEES TO DEC 2020	\$ 1,012.80
EFT11085	23/12/2020	STEVEN JOHN MARTIN	COUNCILLOR TRAVEL & MEETING FEES TO DEC 2020	\$ 1,124.88
EFT11086	23/12/2020	JOHN RAYMOND MEARNS	COUNCILLOR TRAVEL & MEETING FEES TO DEC 2020	\$ 962.80
EFT11087	23/12/2020	ZENOBIJA MUTTON	XMAS LIGHTS COMPETITION 3RD PRIZE	\$ 100.00
EFT11088	23/12/2020	NORTH STAR TRANSPORT	FREIGHT - BAILEYS FERTILISER	\$ 88.00
EFT11089	23/12/2020	NARROGIN BEARING SERVICES	FAN BELT	\$ 131.32
EFT11090	23/12/2020	NARROGIN LIQUOR STORE	REFRESHMENTS	\$ 99.98
EFT11091	23/12/2020	NARROGIN & DISTRICTS PLUMBING SERVICE	HOTWATER UNIT - UNIT #4, LABOUR, TRAVEL	\$ 1,530.10
EFT11092	23/12/2020	OFFICEWORKS SUPERSTORES PTY LTD	DIARIES	\$ 53.93
EFT11093	23/12/2020	PERFECT COMPUTER SOLUTIONS	COMPUTER SUPPORT	\$ 255.00
EFT11094	23/12/2020	RANIERI BUILDING CONTRACTORS M & V	YEALERING B C REPAIR EAVES FLASHINGS ETC	\$ 8,490.46
EFT11095	23/12/2020	JULIE ALEXIA RUSSELL	COUNCILLOR TRAVEL & MEETING FEES TO DEC 2020	\$ 3,662.80
EFT11096	23/12/2020	REPCO	SANDING HOOD	\$ 39.89
EFT11097	23/12/2020	R J SMITH ENGINEERING	MIG WIRE, FLAT BAR	\$ 66.00
EFT11098	23/12/2020	SLADE AG TECH	WATER STORAGE CONCEPT	\$ 3,740.00
EFT11099	23/12/2020	SHIRE OF NARROGIN	YEALERING DOG PATROL, TRAVEL	\$ 482.50
EFT11100	23/12/2020	TOLL IPEC	FREIGHT - JASON SIGNMAKERS, STEWART & HEATON	\$ 127.71
EFT11101	23/12/2020	WICKEPIN NEWSAGENCY	CATERING, NEWSPAPERS, MILK, COFFEES	\$ 131.60
			TOTALS EFT	\$ 127,806.56
15715	10/12/2020	SHIRE OF WICKEPIN	PETTY CASH -CRAYONS, TAP TIMER, REFRESHMENTS	\$ 206.60
15716	10/12/2020	TELSTRA	PHONE & INTERNET ACCOUNT NOVEMBER 2020	\$ 2,456.28
15717	10/12/2020	SYNERGY	STREET LIGHTING ACCOUNT 25/10/20 - 24/11/2020	\$ 1,913.31
15718	10/12/2020	WATER CORPORATION	WATER USAGE 25/9/20 - 25/11/20	\$ 10,160.95
15719	10/12/2020	WICKEPIN POST OFFICE	REFLEX PAPER	\$ 499.00
			TOTALS CHEQUES	\$ 15,236.14
DD11868.1	01/12/2020	CLASSIC FUNDING GROUP PTY LTD	KONICA MINOLTA C558 MANAGED SERVICE AGREEMENT	\$ 884.40
DD11868.2	01/12/2020	WESTNET PTY LTD	INTERNET CHARGES	\$ 144.90
DD11870.1	23/12/2020	CLASSIC FUNDING GROUP PTY LTD	COPIER CHARGES	\$ 467.39
			TOTALS DIRECT DEBITS	\$ 1,496.69

DD11884.1	22/12/2020	ANZ BANK	PLATE REMAKE, REFRESHMENTS	\$	90.60
			TOTALS CREDIT CARD	\$	90.60
DD11818.1	02/12/2020	WA LOCAL GOVERNMENT SUPER PLAN	SUPERANNUATION CONTRIBUTIONS	\$	4,440.77
DD11818.2	02/12/2020	ANZ SUPER	SUPERANNUATION CONTRIBUTIONS	\$	184.12
DD11818.3	02/12/2020	MLC SUPER FUND	SUPERANNUATION CONTRIBUTIONS	\$	299.51
DD11818.4	02/12/2020	PRIME SUPER	SUPERANNUATION CONTRIBUTIONS	\$	366.99
DD11818.5	02/12/2020	AUSTRALIAN ETHICAL SUPER	SUPERANNUATION CONTRIBUTIONS	\$	211.53
DD11818.6	02/12/2020	MTAA SUPER FUND	SUPERANNUATION CONTRIBUTIONS	\$	198.12
DD11818.7	02/12/2020	NETWEALTH INVESTMENTS	SUPERANNUATION CONTRIBUTIONS	\$	202.83
DD11818.8	02/12/2020	AUSTRALIAN SUPER	SUPERANNUATION CONTRIBUTIONS	\$	254.13
DD11843.1	16/12/2020	AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	\$	4,168.65
DD11843.2	16/12/2020	WA LOCAL GOVERNMENT SUPER PLAN	SUPERANNUATION CONTRIBUTIONS	\$	1,000.58
DD11843.3	16/12/2020	ANZ SUPER	SUPERANNUATION CONTRIBUTIONS	\$	109.48
DD11843.4	16/12/2020	MLC SUPER FUND	SUPERANNUATION CONTRIBUTIONS	\$	382.01
DD11843.5	16/12/2020	PRIME SUPER	SUPERANNUATION CONTRIBUTIONS	\$	458.83
DD11843.6	16/12/2020	AUSTRALIAN ETHICAL SUPER	SUPERANNUATION CONTRIBUTIONS	\$	254.97
DD11843.7	16/12/2020	MTAA SUPER FUND	SUPERANNUATION CONTRIBUTIONS	\$	242.48
DD11843.8	16/12/2020	NETWEALTH INVESTMENTS	SUPERANNUATION CONTRIBUTIONS	\$	250.33
DD11843.9	16/12/2020	AUSTRALIAN SUPER	SUPERANNUATION CONTRIBUTIONS	\$	342.98
DD11859.1	30/12/2020	AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	\$	4,433.36
DD11859.2	30/12/2020	MLC SUPER FUND	SUPERANNUATION CONTRIBUTIONS	\$	293.98
DD11859.3	30/12/2020	PRIME SUPER	SUPERANNUATION CONTRIBUTIONS	\$	364.44
DD11859.4	30/12/2020	AUSTRALIAN ETHICAL SUPER	SUPERANNUATION CONTRIBUTIONS	\$	211.53
DD11859.5	30/12/2020	MTAA SUPER FUND	SUPERANNUATION CONTRIBUTIONS	\$	203.05
DD11859.6	30/12/2020	NETWEALTH INVESTMENTS	SUPERANNUATION CONTRIBUTIONS	\$	202.83
DD11859.7	30/12/2020	AUSTRALIAN SUPER	SUPERANNUATION CONTRIBUTIONS	\$	302.36
			TOTALS SUPERANNUATION	\$	19,379.86
98011220	01/12/2020	DEPT OF TRANSPORT	TRANS LICENSING	\$	500.85
98021220	02/12/2020	DEPT OF TRANSPORT	TRANS LICENSING	\$	1,261.65
98031220	03/12/2020	DEPT OF TRANSPORT	TRANS LICENSING	\$	44.05
98041220	04/12/2020	DEPT OF TRANSPORT	TRANS LICENSING	\$	1,540.10
98081220	08/12/2020	DEPT OF TRANSPORT	TRANS LICENSING	\$	252.15
98091220	09/12/2020	DEPT OF TRANSPORT	TRANS LICENSING	\$	838.00
98101220	10/12/2020	DEPT OF TRANSPORT	TRANS LICENSING	\$	1,460.75

98141220	14/12/2020	DEPT OF TRANSPORT	TRANS LICENSING		\$ 1,074.50
98151220	15/12/2020	DEPT OF TRANSPORT	TRANS LICENSING		\$ 5,957.30
98161220	16/12/2020	DEPT OF TRANSPORT	TRANS LICENSING		\$ 1,044.10
98171220	17/12/2020	DEPT OF TRANSPORT	TRANS LICENSING		\$ 70.55
98181220	18/12/2020	DEPT OF TRANSPORT	TRANS LICENSING		\$ 39.30
98211220	21/12/2020	DEPT OF TRANSPORT	TRANS LICENSING		\$ 2,951.90
98221220	22/12/2020	DEPT OF TRANSPORT	TRANS LICENSING		\$ 1,014.45
98231220	23/12/2020	DEPT OF TRANSPORT	TRANS LICENSING		\$ 28.50
			TOTALS LICENSING		\$ 18,078.15
2/12/2020	02/12/2020	PAYROLL	PAYROLL		\$ 38,485.00
16/12/2020	16/12/2020	PAYROLL	PAYROLL		\$ 43,896.00
31/12/2020	31/12/2020	PAYROLL	PAYROLL		\$ 37,094.00
			TOTALS PAYROLL		\$ 119,475.00
			ACCOUNT TOTALS	\$ 168.50	\$ 301,563.00
			TOTAL PAYMENTS FOR DECEMBER		\$ 301,731.50
Credit Card Payment Summary					
23RD NOVEMBER, 2020 - 22ND DECEMBER, 2020					
	DATE	COMPANY	PURCHASE	AMOUNT	
	27/11/2020	ROSIES CAFÉ LAKE GRACE	REFRESHMENTS	\$ 12.00	
	16/12/2020	SHIRE OF WICKEPIN	PLATE REMAKE	\$ 78.60	
			Total Payments	\$ 90.60	

List of Accounts Due & Submitted to Council**January-21**

Chg/EFT	Date	Name	Description	Muni
EFT11102	07/01/2021	AUSTRALIA POST	ACCOUNT DECEMBER, 2020	\$ 74.63
EFT11103	07/01/2021	AUSTRALIA DAY COUNCIL OF SA INC	AUSTRALIA DAY PROMOTIONAL PRODUCTS	\$ 990.00
EFT11104	07/01/2021	DIAL BEFORE YOU DIG	REFERRAL FEE OCTOBER - DECEMBER, 2020	\$ 110.00
EFT11105	07/01/2021	EWEN RURAL SUPPLIES	ACCOUNT DECEMBER, 2020	\$ 3,160.79
EFT11106	07/01/2021	EASIFLEET	VEHICLE LEASE FACEY GROUP	\$ 439.30
EFT11107	07/01/2021	GREAT SOUTHERN FUEL SUPPLIES	FUEL ACCOUNT DECEMBER, 2020	\$ 8,196.59
EFT11108	07/01/2021	GEOFF PERKINS FARM MACHINERY	ORINGS, NUT UNIONS, FREIGHT	\$ 40.93
EFT11109	07/01/2021	HALANSON EARTHMOVING	HIRE OF PAD ROLLER AND REPAIRS	\$ 3,780.70
EFT11110	07/01/2021	MARKETFORCE PRODUCTIONS	ADVERT WEST AUSTRALIAN & NGN OBSERVER	\$ 1,983.57
EFT11111	07/01/2021	MELISSA JANE MARTIN	REIMBURSEMENT CHRISTMAS DECORATIONS	\$ 15.00
EFT11112	07/01/2021	NARROGIN HIRE SERVICE	RETIC PARTS	\$ 527.50
EFT11113	07/01/2021	GREAT SOUTHERN WASTE DISPOSAL	REFUSE COLLECTION DECEMBER, 2020	\$ 6,626.35
EFT11114	07/01/2021	NARROGIN GLASS	LAMINATED GLASS DOOR, LABOUR, TRAVEL	\$ 253.88
EFT11115	07/01/2021	STAR TRACK EXPRESS	FREIGHT - KOMATSU	\$ 50.92
EFT11116	07/01/2021	NARROGIN LIQUOR STORE	REFRESHMENTS	\$ 255.75
EFT11117	07/01/2021	NARROGIN TOYOTA	CHAINSAW	\$ 1,287.94
EFT11118	07/01/2021	NARROGIN CARPETS & CURTAINS	WINDOW AWNING	\$ 900.00
EFT11119	07/01/2021	OFFICER OF THE AUDITOR GENERAL	AUDIT FEES 2019/2020	\$ 17,600.00
EFT11120	07/01/2021	OTR TYRES	TYRES	\$ 1,595.00
EFT11121	07/01/2021	PERFECT COMPUTER SOLUTIONS	DAILY MONITORING & SOLVING COMPUTER ISSUES	\$ 127.50
EFT11122	07/01/2021	PARRYS	PROTECTIVE CLOTHING	\$ 102.00
EFT11123	07/01/2021	WAGIN PLUMBING	REPLACE WATER FILTER	\$ 412.50
EFT11124	07/01/2021	TOLL IPEC	FREIGHT - BLACKWOODS & CONPLANT	\$ 75.25
EFT11125	07/01/2021	WESTRAC EQUIPMENT	FIELD SERVICE - STEERING FAULT	\$ 1,088.34
EFT11126	07/01/2021	WA TREASURY	LOAN #102 INTEREST PAYMENT - SYNTHETIC GREENS	\$ 3,669.40
EFT11127	07/01/2021	WICKEPIN DISTRICT SPORTS CLUB	STAFF XMAS PARTY	\$ 1,110.00
EFT11128	07/01/2021	WICKEPIN COMMUNITY RESOURCE CENTRE	OPERATION OF LIBRARY & SALARY SUBSIDY 2020/2021	\$ 23,839.20
EFT11129	21/01/2021	BLACKWOODS	RESPIRATORS	\$ 89.32
EFT11130	21/01/2021	AIR LIQUIDE WA PTY LTD	CYLINDER RENTAL 1/12/2020 - 31/12/2020	\$ 71.02
EFT11131	21/01/2021	ALLAN'S BOBCAT & TRUCK HIRE	REPLACE LAWN, LABOUR, TRAVEL	\$ 9,597.50
EFT11132	21/01/2021	BURGESS RAWSON (WA) PTY LTD	INDUSTRIAL RENT & MANAGEMENT FEES 1/2/21 - 30/4/21	\$ 2,824.80
EFT11133	21/01/2021	R BRANSBY	XMAS TREE LIGHTS COMPETITION 2020 - 2ND PRIZE	\$ 150.00
EFT11134	21/01/2021	BKS ELECTRICAL	HEAT LIGHT FANS, SUNDRYS, TRAVEL, LABOUR	\$ 1,529.11
EFT11135	21/01/2021	COUNTRY PAINT SUPPLIES	CEMENT ADDITIVE	\$ 26.02
EFT11136	21/01/2021	EDWARDS HOLDEN	PURCHASE OF NEW ISUZU D MAX 4X4 LESS TRADE-IN	\$ 24,231.30
EFT11137	21/01/2021	ERIKA CLEMENT	CHAIR, BATTERIES	\$ 330.50
EFT11138	21/01/2021	ELDERS WICKEPIN	OIL	\$ 60.00
EFT11139	21/01/2021	GREAT SOUTHERN FUEL SUPPLIES	DRUM GEAR OIL	\$ 119.02
EFT11140	21/01/2021	KELS TYRES	TYRES X 2	\$ 550.00
EFT11141	21/01/2021	KBUILT CONSTRUCTION	PROGRESS CLAIM 4 - AGED UNITS	\$ 31,523.58
EFT11142	21/01/2021	WAGIN MIDALIA STEEL	FENCE POSTS AND RAILS	\$ 178.60

EFT11143	21/01/2021	KOMATSU AUSTRALIA PTY LTD	DRIVE BELTS	\$	283.47
EFT11144	21/01/2021	STAR TRACK EXPRESS	FREIGHT - TOTAL TOOLS	\$	72.46
EFT11145	21/01/2021	NARROGIN & DISTRICTS PLUMBING	UNBLOCK SEWER TO DUMP POINT	\$	225.50
EFT11146	21/01/2021	OFFICEWORKS SUPERSTORES	CERTIFICATE FRAMES - 2021 AUSTRALIA DAY	\$	74.45
EFT11147	21/01/2021	PINGELLY TYRE SERVICE	TYRES X 2	\$	1,680.00
EFT11148	21/01/2021	PETER ROBERT STRIBLING	COMMISSION NOV - DEC 2020	\$	265.00
EFT11149	21/01/2021	IAN GORDON SHEDDEN	COMMISSION DECEMBER, 2020	\$	53.30
EFT11150	21/01/2021	TRUCKLINE	REBUILD KIT, COUPLING RINGFEEDER	\$	1,876.09
EFT11151	21/01/2021	TOTAL TOOLS CANNING VALE	IMPACT WRENCH, BATTERIES	\$	1,283.00
EFT11152	21/01/2021	THE YEALERING PANTRY	DISINFECTANT, RUBBISH BAGS	\$	102.00
EFT11153	21/01/2021	THEATRE 180 INC	ALBERT FACEY - A FORTUNATE LIFE TOUR	\$	2,530.00
EFT11154	21/01/2021	TRANEX ROADS AND TRAFFIC	PORTABLE TRAFFIC LIGHTS	\$	12,727.28
EFT11155	21/01/2021	WESTRAC EQUIPMENT	BATTERIES	\$	891.15
EFT11156	21/01/2021	WA TREASURY	GOVT GUARANTEE FEE LOAN 102 & 100	\$	304.77
EFT11157	21/01/2021	WICKEPIN NEWSAGENCY	NEWSPAPERS, CATERING, PHONE CHARGER, MILK	\$	1,656.95
EFT11158	25/01/2021	AUSTRALIAN TAXATION OFFICE	BAS DECEMBER 2020	\$	37,176.00
			TOTAL EFT	\$	210,795.23
15720	04/01/2021	TELSTRA	SATELLITE PHONE ACCOUNT	\$	45.00
15721	04/01/2021	SYNERGY	POWER ACCOUNT 3/9/20 - 18/11/2020	\$	1,850.97
15722	04/01/2021	WATER CORPORATION	WATER ACCOUNT 16/10/2020 - 10/12/2020	\$	9,259.37
15723	07/01/2021	TELSTRA	PHONE ACCOUNT DECEMBER 2020	\$	3,213.76
15724	08/01/2021	SYNERGY	POWER ACCOUNT 14/10/2020 - 10/12/2020	\$	180.92
15725	21/01/2021	TELSTRA	SATELLITE PHONE ACCOUNT JANUARY 2021	\$	45.00
15726	21/01/2021	SYNERGY	POWER ACCOUNT 14/10/2020 - 10/12/2020	\$	12,736.97
			TOTAL CHEQUES	\$	27,331.99
DD11886.1	07/01/2021	CLASSIC FUNDING GROUP PTY LTD	KONICA MINOLTA C558 MANAGED SERVICE AGREEMENT	\$	884.40
DD11920.1	22/01/2021	CLASSIC FUNDING GROUP PTY LTD	PHOTO COPIER CHARGES	\$	117.79
DD11904.1	18/01/2021	WESTNET PTY LTD	INTERNET CHARGES 1/2/2021 - 1/3/2021	\$	144.90
			TOTAL DIRECT DEBITS	\$	1,147.09
DD11897.1	13/01/2021	AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	\$	4,470.21
DD11897.2	13/01/2021	MLC SUPER FUND	SUPERANNUATION CONTRIBUTIONS	\$	297.37
DD11897.3	13/01/2021	PRIME SUPER	SUPERANNUATION CONTRIBUTIONS	\$	362.56
DD11897.4	13/01/2021	AUSTRALIAN ETHICAL SUPER	SUPERANNUATION CONTRIBUTIONS	\$	211.53
DD11897.5	13/01/2021	MTAA SUPER FUND	SUPERANNUATION CONTRIBUTIONS	\$	205.96
DD11897.6	13/01/2021	NETWEALTH INVESTMENTS	SUPERANNUATION CONTRIBUTIONS	\$	202.83
DD11897.7	13/01/2021	AUSTRALIAN SUPER	SUPERANNUATION CONTRIBUTIONS	\$	322.24
DD11926.1	27/01/2021	AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	\$	4,498.28
DD11926.2	27/01/2021	MLC SUPER FUND	SUPERANNUATION CONTRIBUTIONS	\$	298.41
DD11926.3	27/01/2021	PRIME SUPER	SUPERANNUATION CONTRIBUTIONS	\$	365.71
DD11926.4	27/01/2021	AUSTRALIAN ETHICAL SUPER	SUPERANNUATION CONTRIBUTIONS	\$	207.47
DD11926.5	27/01/2021	MTAA SUPER FUND	SUPERANNUATION CONTRIBUTIONS	\$	198.34
DD11926.6	27/01/2021	NETWEALTH INVESTMENTS	SUPERANNUATION CONTRIBUTIONS	\$	202.83
DD11926.7	27/01/2021	AUSTRALIAN SUPER	SUPERANNUATION CONTRIBUTIONS	\$	325.05
			TOTAL SUPERANNUATION	\$	12,168.79

98040121	04/01/2021	DEPT OF TRANSPORT	TRANS LICENSING	\$ 2,767.40
98050121	05/01/2021	DEPT OF TRANSPORT	TRANS LICENSING	\$ 225.85
98060121	06/01/2021	DEPT OF TRANSPORT	TRANS LICENSING	\$ 132.40
98070121	07/01/2021	DEPT OF TRANSPORT	TRANS LICENSING	\$ 1,091.00
98110121	11/01/2021	DEPT OF TRANSPORT	TRANS LICENSING	\$ 177.60
98120121	12/01/2021	DEPT OF TRANSPORT	TRANS LICENSING	\$ 2,780.30
98130121	13/01/2021	DEPT OF TRANSPORT	TRANS LICENSING	\$ 914.15
98140121	14/01/2021	DEPT OF TRANSPORT	TRANS LICENSING	\$ 28.60
98150121	15/01/2021	DEPT OF TRANSPORT	TRANS LICENSING	\$ 1,339.30
98180121	18/01/2021	DEPT OF TRANSPORT	TRANS LICENSING	\$ 1,146.50
98190121	19/01/2021	DEPT OF TRANSPORT	TRANS LICENSING	\$ 928.50
98200121	20/01/2021	DEPT OF TRANSPORT	TRANS LICENSING	\$ 718.80
98210121	21/01/2021	DEPT OF TRANSPORT	TRANS LICENSING	\$ 42.45
98220121	22/01/2021	DEPT OF TRANSPORT	TRANS LICENSING	\$ 1,838.90
98250121	25/01/2021	DEPT OF TRANSPORT	TRANS LICENSING	\$ 1,996.65
98270121	27/01/2021	DEPT OF TRANSPORT	TRANS LICENSING	\$ 7,347.90
98280121	28/01/2021	DEPT OF TRANSPORT	TRANS LICENSING	\$ 465.40
98290121	29/01/2021	DEPT OF TRANSPORT	TRANS LICENSING	\$ 1,050.80
			TOTAL LICENSING	\$ 24,992.50
13/01/2021	13/01/2021	PAYROLL	PAYROLL	\$ 37,472.00
27/01/2021	27/01/2021	PAYROLL	PAYROLL	\$ 37,267.00
			TOTAL PAYROLL	\$ 74,739.00
			ACCOUNT TOTALS	\$ 351,174.60
			TOTAL PAYMENTS FOR JANUARY	\$ 351,174.60
		No Credit Card Payment Janaury 2021		

GOVERNANCE, AUDIT AND COMMUNITY SERVICES

10.2.02 – Financial Report

Submission To:	Ordinary Council
Location / Address:	Whole Shire
Name of Applicant:	Erika Clement – Deputy Chief Executive Officer
File Reference:	FM.FR.1212
Author:	Erika Clement – Deputy Chief Executive Officer
Disclosure of any Interest:	Nil
Date of Report:	02 February 2021

Enclosure/Attachments: Monthly reports.

Background:

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

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

Comments:

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

Statutory Environment:

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

Local Government (Financial Management) Regulations 1996.

34. Financial reports to be prepared s. 6.4

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

- (a) According to nature and type classification;
- (b) By program; or
- (c) By business unit.

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

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

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

Policy Implications: Nil

Strategic Implications: Nil

Recommendations:

That the financial statements tabled for the period ending 31 December 2020 and 31 January 2021 as presented be received.

Voting Requirements: Simple majority



SHIRE OF WICKEPIN

MONTHLY FINANCIAL REPORT

For the Period Ended 31 December 2020

LOCAL GOVERNMENT ACT 1995

LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996

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Shire of Wickepin
Compilation Report
For the Period Ended 31 December 2020

Report Purpose

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

Overview

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

Statement of Financial Activity by reporting program

Is presented on page 6 and shows a surplus as at 31 December 2020 of \$3,468,322.

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: 15-Jan-21

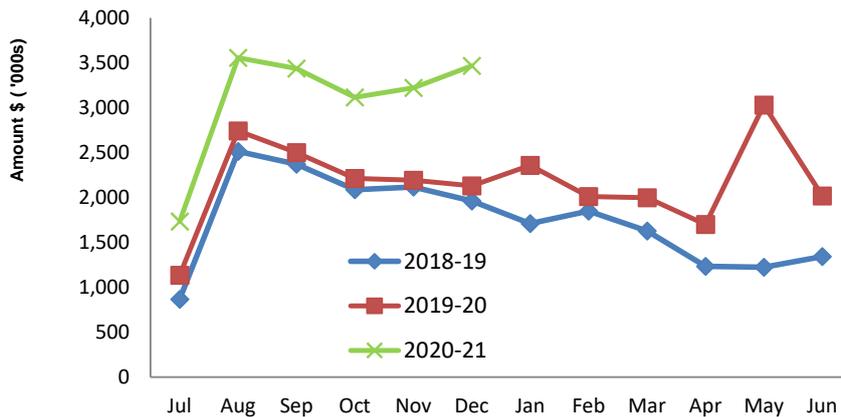
Reviewed by: Mark Hook CEO

Shire of Wickepin

Monthly Summary Information

For the Period Ended 31 December 2020

Liquidity Over the Year (Refer Note 3)



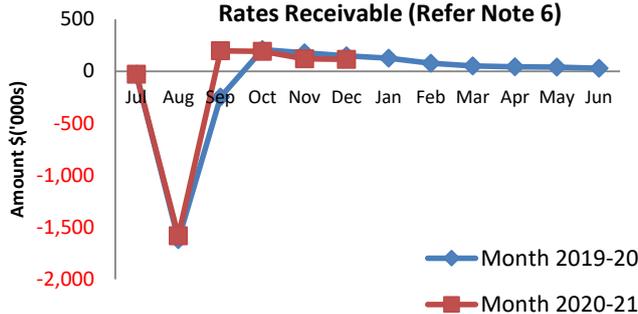
Cash and Cash Equivalents as at period end

Unrestricted	\$ 3,676,583
Restricted	\$ 2,248,893
	\$ 5,925,475

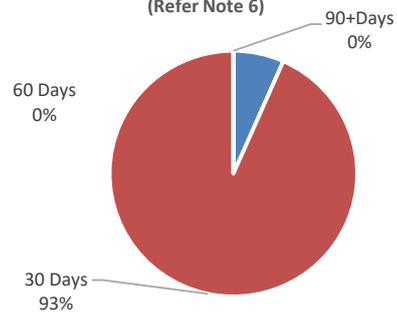
Receivables

Rates	\$ 115,779
Other	\$ 3,027
	\$ 118,806

Rates Receivable (Refer Note 6)



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



Comments

Unrestricted cash includes the following payments in advance

20/21 FESA paid in advance	\$12,941
20/21 Grants Commission - General	\$561,490
20/21 Grants Commission - Roads	\$303,312
Amounts paid in advance	\$877,743

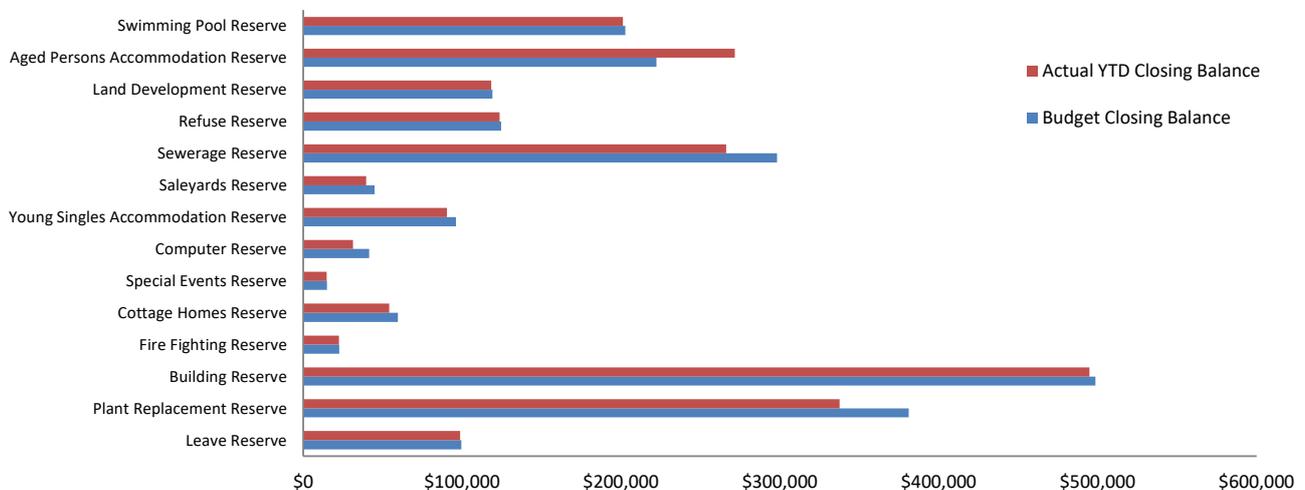
This information is to be read in conjunction with the accompanying Financial Statements and notes.

Shire of Wickepin
Monthly Summary Information
 For the Period Ended 31 December 2020

Capital Expenditure Program YTD (Refer Note 13)



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



Comments

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

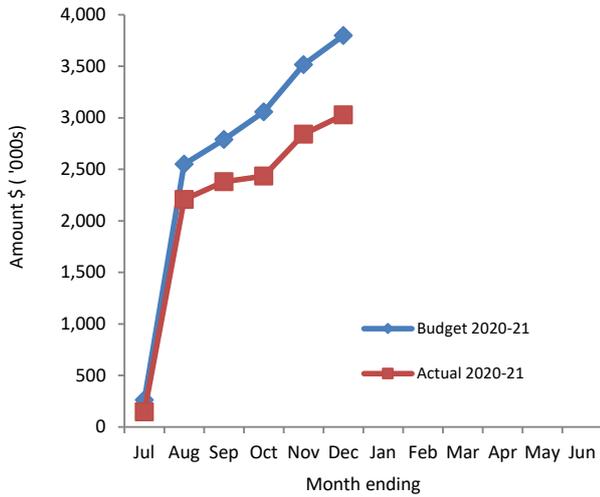
Shire of Wickepin

Monthly Summary Information

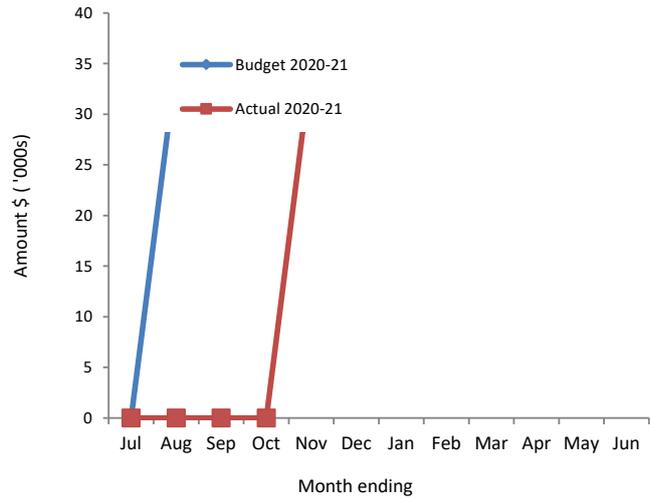
For the Period Ended 31 December 2020

Revenues

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

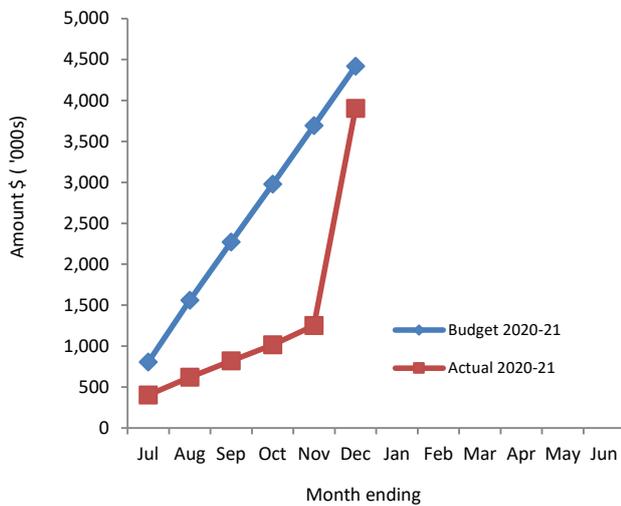


Budget Capital Revenue -v- Actual (Refer Note 2)

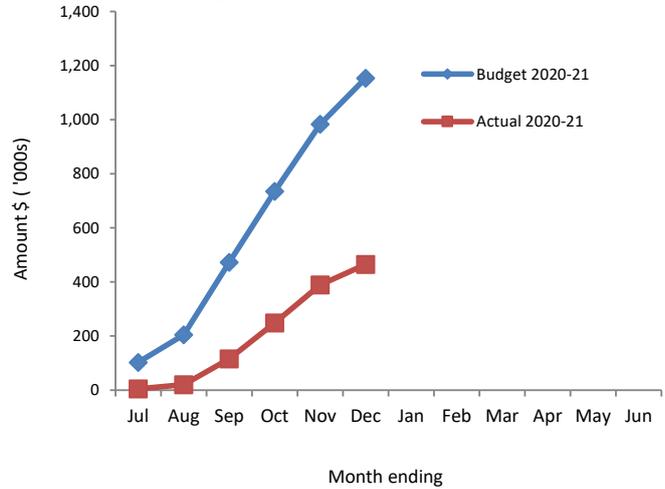


Expenditure

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



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



Comments

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

SHIRE OF WICKEPIN
STATEMENT OF FINANCIAL ACTIVITY
(Statutory Reporting Program)
For the Period Ended 31 December 2020

Note	Annual Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
Operating Revenues	\$	\$	\$	\$	%	
Governance	8,208	4,098	1,439	(2,659)	(64.88%)	
General Purpose Funding - Rates	1,370,075	1,370,100	1,362,646	(7,454)	(0.54%)	
General Purpose Funding - Other	778,745	387,804	381,751	(6,054)	(1.56%)	
Law, Order and Public Safety	87,111	66,522	62,903	(3,618)	(5.44%)	
Health	100	48	640	592	1233.33%	
Education and Welfare	4,050	2,016	182	(1,834)	(90.98%)	
Housing	2,683,013	1,341,492	268,066	(1,073,426)	(80.02%)	▼
Community Amenities	172,970	155,633	196,263	40,630	26.11%	▲
Recreation and Culture	16,073	7562	12,300	4,738	62.66%	
Transport	716,469	233,994	502,059	268,065	114.56%	▲
Economic Services	417,011	208,488	202,086	(6,402)	(3.07%)	
Other Property and Services	40,500	20,238	38,831	18,593	91.87%	▲
Total Operating Revenue	6,294,325	3,797,995	3,029,166	(768,829)		
Operating Expense						
Governance	(474,680)	(286,991)	(259,631)	27,360	9.53%	
General Purpose Funding	(85,555)	(42,738)	(35,472)	7,266	17.00%	▼
Law, Order and Public Safety	(219,127)	(125,395)	(132,127)	(6,732)	(5.37%)	
Health	(28,109)	(14,016)	(8,768)	5,248	37.45%	
Education and Welfare	(25,427)	(12,678)	(4,579)	8,099	63.88%	▼
Housing	(1,462,220)	(733,524)	(74,512)	659,012	89.84%	▼
Community Amenities	(371,839)	(190,588)	(183,314)	7,275	3.82%	
Recreation and Culture	(1,064,068)	(536,558)	(536,607)	(49)	(0.01%)	
Transport	(4,499,909)	(2,249,796)	(2,424,512)	(174,716)	(7.77%)	
Economic Services	(322,008)	(160,908)	(118,538)	42,370	26.33%	▼
Other Property and Services	(75,119)	(64,026)	(126,055)	(62,029)	(96.88%)	▲
Total Operating Expenditure	(8,628,062)	(4,417,218)	(3,904,114)	513,105		
Funding Balance Adjustments						
Add back Depreciation	4,317,355	2,158,644	2,380,507	221,863	10.28%	▲
Adjust (Profit)/Loss on Asset Disposal	8,623	4,314	454	(3,860)	(89.47%)	
Adjust Provisions and Accruals	746	0	0	0		
Adjust Rounding	0	0	0	0		
Net Cash from Operations	1,992,987	1,543,735	1,506,014	(37,721)		
Capital Revenues						
Proceeds from Disposal of Assets	207,000	34,500	34,995	495	1.43%	
Total Capital Revenues	207,000	34,500	34,995	495		
Capital Expenses						
Land Held for Resale	0	0	0	0		
Land and Buildings	(2,227,626)	(614,960)	(126,164)	488,796	79.48%	▼
Infrastructure - Roads	(1,161,805)	(581,340)	(269,808)	311,532	53.59%	▼
Infrastructure - Footpaths	(20,000)	(10,002)	0	10,002	100.00%	▼
Infrastructure -Other	(235,000)	(73,665)	(5,568)	68,097	92.44%	▼
Plant and Equipment	(533,000)	(60,500)	(63,230)	(2,730)	(4.51%)	
Furniture and Equipment	0	0	0	0		
Total Capital Expenditure	(4,177,431)	(1,340,467)	(464,770)	875,697		
Net Cash from Capital Activities	(3,970,431)	(1,305,967)	(429,775)	876,192		
Financing						
Proceeds from New Debentures	440,000	0	408,000	408,000		
Proceeds from Advances	0	0	0	0		
Self-Supporting Loan Principal	6,582	3,291	3,258	(33)	(0.99%)	
Transfer from Reserves	51,321	0	0	0		
Advances to Community Groups	0	0	0	0		
Repayment of Debentures	(32,474)	(16,237)	(3,258)	12,979	79.93%	▼
Transfer to Reserves	(158,000)	0	0	0		
Net Cash from Financing Activities	307,429	(12,946)	408,000	420,946		
Net Operations, Capital and Financing	(1,670,015)	224,822	1,484,238	1,255,557		
Opening Funding Surplus(Deficit)	1,670,560	1,984,084	1,984,084	0	0.00%	
Closing Funding Surplus(Deficit)	545	2,208,905	3,468,322	1,255,557		

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

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

SHIRE OF WICKEPIN
STATEMENT OF FINANCIAL ACTIVITY
(By Nature or Type)
For the Period Ended 31 December 2020

	Note	Amended Annual Budget	Amended YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
Operating Revenues		\$	\$	\$	\$	%	
Rates	9	1,370,075	1,370,088	1,362,620	(7,468)	(0.55%)	
Operating Grants, Subsidies and Contributions	11	2,218,966	1,174,182	552,248	(621,934)	(52.97%)	▼
Fees and Charges		419,641	301,399	349,576	48,177	15.98%	▲
Service Charges		0	0	0	0		
Interest Earnings		35,500	15,246	3,857	(11,389)	(74.70%)	▼
Other Revenue		0	0	109	109		
Profit on Disposal of Assets	8	14,503	7,248	0			
Total Operating Revenue		4,058,685	2,868,163	2,268,410	(592,504)		
Operating Expense							
Employee Costs		(1,194,487)	(598,275)	(647,064)	(48,789)	(8.15%)	
Materials and Contracts		(2,706,507)	(1,394,447)	(638,869)	755,578	54.18%	▲
Utility Charges		(185,750)	(92,814)	(88,190)	4,624	4.98%	
Depreciation on Non-Current Assets		(4,317,355)	(2,158,644)	(2,380,508)	(221,864)	(10.28%)	▼
Interest Expenses		(8,636)	(4,313)	(506)	3,807	88.27%	▲
Insurance Expenses		(192,201)	(157,163)	(148,523)	8,640	5.50%	
Loss on Disposal of Assets	8	(23,126)	(11,562)	(454)			
Total Operating Expenditure		(8,628,062)	(4,417,218)	(3,904,114)	501,996		
Funding Balance Adjustments							
Add back Depreciation		4,317,355	2,158,644	2,380,508	221,864	10.28%	▲
Adjust (Profit)/Loss on Asset Disposal	8	8,623	4,314	454	(3,860)	(89.48%)	
Adjust Provisions and Accruals		746	0	0	0		
Adjust Rounding		0	0	0			
Net Cash from Operations		(242,653)	613,903	745,259	127,496		
Capital Revenues							
Grants, Subsidies and Contributions	11	2,235,640	929,832	760,755	(169,077)	(18.18%)	▼
Proceeds from Disposal of Assets	8	207,000	34,500	34,995	495	1.43%	
Total Capital Revenues		2,442,640	964,332	795,750	(168,582)		
Capital Expenses							
Land Held for Resale		0	0	0	0		
Land and Buildings	13	(2,227,626)	(614,960)	(126,164)	488,796	79.48%	▲
Infrastructure - Roads	13	(1,161,805)	(581,340)	(269,808)	311,532	53.59%	▲
Infrastructure - Footpaths	13	(20,000)	(10,002)	0	10,002	100.00%	▲
Infrastructure - Drainage	13	(235,000)	(73,665)	(5,568)	68,097	92.44%	▲
Plant and Equipment	13	(533,000)	(60,500)	(63,230)	(2,730)	(4.51%)	
Furniture and Equipment	13	0	0	0	0		
Total Capital Expenditure		(4,177,431)	(1,340,467)	(464,770)	875,697		
Net Cash from Capital Activities		(1,734,791)	(376,135)	330,980	707,115		
Financing							
Proceeds from New Debentures		440,000	0	408,000	408,000		
Proceeds from Advances		0	0	0	0		
Self-Supporting Loan Principal		6,582	3,291	3,258	(33)	(0.99%)	
Transfer from Reserves	7	51,321	0	0	0		
Advances to Community Groups		0	0	0	0		
Repayment of Debentures	10	(32,474)	(16,237)	(3,258)	12,979	79.93%	▲
Transfer to Reserves	7	(158,000)	0	0	0		
Net Cash from Financing Activities		307,429	(12,946)	408,000	420,946		
Net Operations, Capital and Financing		(1,670,015)	224,822	1,484,239	1,255,557		
Opening Funding Surplus(Deficit)	3	1,670,560	1,984,084	1,984,084	0	0.00%	
Closing Funding Surplus(Deficit)	3	545	2,208,905	3,468,322	1,255,557		

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

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

SHIRE OF WICKEPIN
STATEMENT OF CAPITAL ACQUISITIONS AND CAPITAL FUNDING
 For the Period Ended 31 December 2020

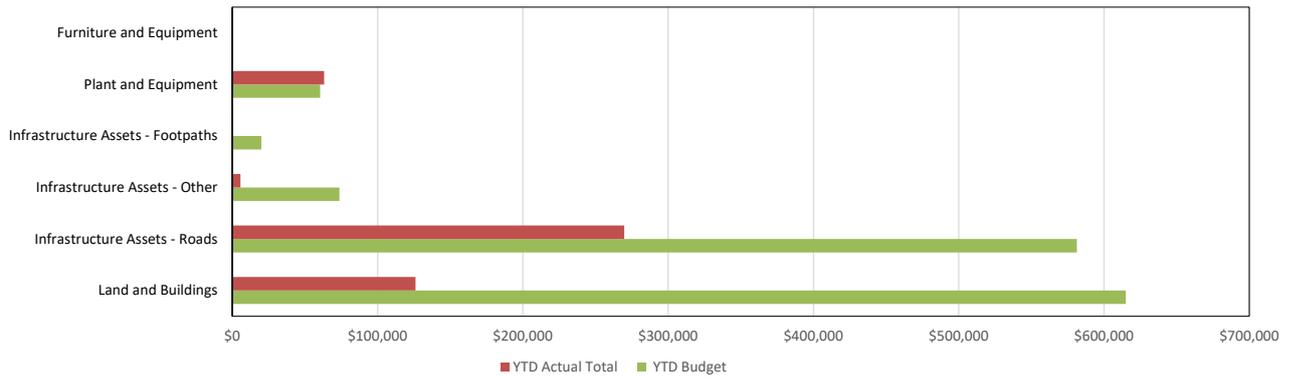
Capital Acquisitions	Note	YTD 31 12 2020					
		YTD Actual New /Upgrade (a)	YTD Actual (Renewal Expenditure) (b)	YTD Actual Total (c) = (a)+(b)	YTD Budget (d)	Amended Annual Budget	Variance (d) - (c)
Land and Buildings	13	\$ 126,164	\$ 0	\$ 126,164	\$ 614,960	\$ 2,227,626	\$ (488,796)
Infrastructure Assets - Roads	13		269,808	269,808	581,340	1,161,805	(311,532)
Infrastructure Assets - Other	13	5,568	0	5,568	73,665	235,000	(68,097)
Infrastructure Assets - Footpaths	13	0	0	0	20,000	20,000	(20,000)
Plant and Equipment	13	63,230	0	63,230	60,500	533,000	2,730
Furniture and Equipment	13	0	0	0	0	0	0
Capital Expenditure Totals		194,962	269,808	464,770.00	1,350,465	4,177,431	(885,695)

Funded By:

Capital Grants and Contributions	760,755	2,235,640	2,235,640	1,474,885
Borrowings	408,000	0	440,000	408,000
Other (Disposals & C/Fwd)	34,995	34,500	8,623	495
Own Source Funding - Cash Backed Reserves				
Aged Accommodation Reserve	0	0	51,321	0
Building Reserve				
Total Own Source Funding - Cash Backed Reserves	0	0	(51,321)	0
Own Source Funding - Operations	(738,980)	(919,675)	1,441,847	180,695
Capital Funding Total	464,770	1,350,465	4,177,431	(885,695)

Comments and graphs

Capital Expenditure Program YTD



SHIRE OF WICKEPIN
STATEMENT OF BUDGET AMENDMENTS
(Statutory Reporting Program)
For the Period Ended 31 December 2020

	Adopted Budget	Adopted Budget Amendments (Note 5)	Amended Annual Budget	Amended YTD Budget (a)
Operating Revenues	\$	\$	\$	\$
Governance	8,208	18,434	26,642	4,098
General Purpose Funding - Rates	1,370,075		1,370,075	1,370,100
General Purpose Funding - Other	778,745		778,745	387,804
Law, Order and Public Safety	87,111		87,111	66,522
Health	100		100	48
Education and Welfare	4,050		4,050	2,016
Housing	2,683,013	750,000	3,433,013	1,341,492
Community Amenities	172,970		172,970	155,633
Recreation and Culture	16,073		16,073	7,562
Transport	716,469		716,469	233,994
Economic Services	417,011	21,500	438,511	208,488
Other Property and Services	40,500		40,500	20,238
Total Operating Revenue	6,294,325	789,934	7,084,259	3,797,995
Operating Expense				
Governance	(474,680)	(2,800)	(477,480)	(286,991)
General Purpose Funding	(85,555)		(85,555)	(42,738)
Law, Order and Public Safety	(219,127)	14,530	(204,597)	(125,395)
Health	(28,109)	(4,320)	(32,429)	(14,016)
Education and Welfare	(25,427)		(25,427)	(12,678)
Housing	(1,462,220)		(1,462,220)	(733,524)
Community Amenities	(371,839)	6,645	(365,194)	(190,588)
Recreation and Culture	(1,064,068)		(1,064,068)	(536,558)
Transport	(4,499,909)		(4,499,909)	(2,249,796)
Economic Services	(322,008)	(30,000)	(352,008)	(160,908)
Other Property and Services	(75,119)		(75,119)	(64,026)
Total Operating Expenditure	(8,628,062)	(15,945)	(8,644,007)	(4,417,218)
Funding Balance Adjustments				
Add back Depreciation	4,317,355		4,317,355	2,158,644
Adjust (Profit)/Loss on Asset Disposal	8,623		8,623	4,314
Adjust Provisions and Accruals	0		0	
Net Cash from Operations	1,992,241	773,989	2,766,230	1,543,735
Capital Revenues				
Proceeds from Disposal of Assets	207,000		207,000	34,500
Proceeds from Sale of Investments	0		0	0
Total Capital Revenues	207,000	0	207,000	34,500
Capital Expenses				
Land Held for Resale	0		0	0
Land and Buildings			0	(614,960)
Infrastructure - Roads			0	(581,340)
Infrastructure - Public Facilities			0	
Infrastructure - Footpaths			0	(10,002)
Infrastructure - Drainage			0	(73,665)
Heritage Assets			0	0
Plant and Equipment			0	(60,500)
Furniture and Equipment			0	0
Total Capital Expenditure	0	0	0	(1,340,467)
Net Cash from Capital Activities	207,000	0	207,000	(1,305,967)
Financing				
Proceeds from New Debentures	0		0	0
Proceeds from Advances	0		0	0
Self-Supporting Loan Principal	6,326		6,326	3,291
Transfer from Reserves	651,221	0	651,221	0
Advances to Community Groups	0		0	0
Repayment of Debentures	(31,013)		(31,013)	(16,237)
Transfer to Reserves	(157,138)		(157,138)	0
Net Cash from Financing Activities	469,396	0	469,396	(12,946)
Net Operations, Capital and Financing	2,668,637	773,989	3,442,626	224,822
Opening Funding Surplus(Deficit)	1,670,560	0	1,670,560	1,670,560
Closing Funding Surplus(Deficit)	4,339,197	773,989	5,113,186	1,895,382

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

SHIRE OF WICKEPIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 December 2020

1. SIGNIFICANT ACCOUNTING POLICIES

(a) Basis of Accounting

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

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

Critical Accounting Estimates

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

(b) The Local Government Reporting Entity

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

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

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

(c) Rounding Off Figures

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

(d) Rates, Grants, Donations and Other Contributions

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

(e) Goods and Services Tax

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

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

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

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

SHIRE OF WICKEPIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 December 2020

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(f) Cash and Cash Equivalents

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

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

(g) Trade and Other Receivables

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

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

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

(h) Inventories

General

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

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

Land Held for Resale

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

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

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

(i) Fixed Assets

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

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

SHIRE OF WICKEPIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 December 2020

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(j) Depreciation of Non-Current Assets

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

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

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

(k) Trade and Other Payables

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

(l) Employee Benefits

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

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

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

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

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

SHIRE OF WICKEPIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 December 2020

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(m) Interest-bearing Loans and Borrowings

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

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

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

Borrowing Costs

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

(n) Provisions

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

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

(o) Current and Non-Current Classification

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

SHIRE OF WICKEPIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 December 2020

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(p) Nature or Type Classifications

Rates

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

Operating Grants, Subsidies and Contributions

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

Non-Operating Grants, Subsidies and Contributions

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

Profit on Asset Disposal

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

Fees and Charges

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

Service Charges

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

Interest Earnings

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

Other Revenue / Income

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

Employee Costs

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

Materials and Contracts

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

Utilities (Gas, Electricity, Water, etc.)

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

SHIRE OF WICKEPIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 December 2020

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(q) Nature or Type Classifications (Continued)

Insurance

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

Loss on asset disposal

Loss on the disposal of fixed assets.

Depreciation on non-current assets

Depreciation expense raised on all classes of assets.

Interest expenses

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

Other expenditure

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

(r) Statement of Objectives

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

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

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

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

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

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

(s) GOVERNANCE

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

GENERAL PURPOSE FUNDING

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

LAW, ORDER, PUBLIC SAFETY

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

HEALTH

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

SHIRE OF WICKEPIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 December 2020

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(s) Reporting Programs (Continued)

HOUSING

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

COMMUNITY AMENITIES

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

RECREATION AND CULTURE

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

TRANSPORT

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

ECONOMIC SERVICES

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

OTHER PROPERTY & SERVICES

Plant works, plant overheads and stock of materials.

SHIRE OF WICKEPIN
NOTES TO FINANCIAL ACTIVITY STATEMENT
For the Period Ended 31 December 2020

Note 2: EXPLANATION OF MATERIAL VARIANCES

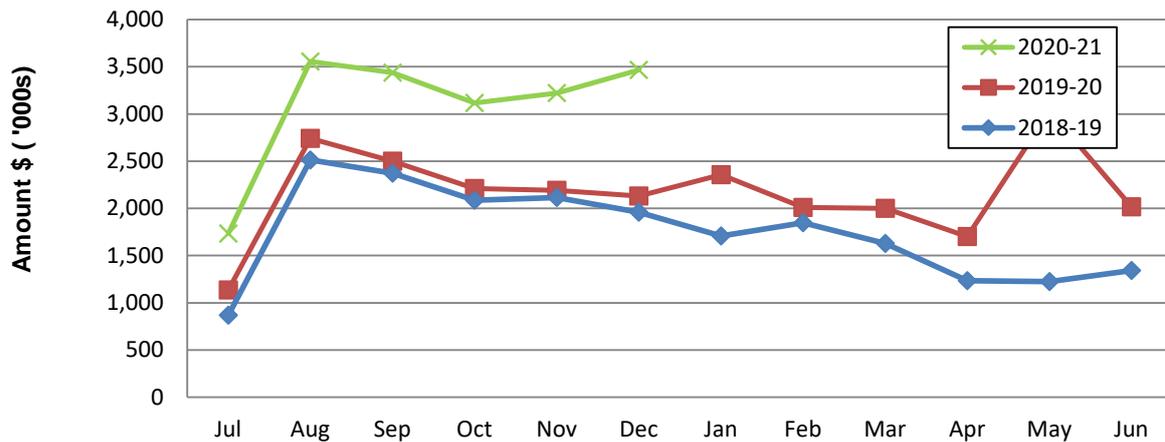
Reporting Program	Var. \$	Var. %	Var.	Timing/ Permanent	Explanation of Variance
Operating Revenues	\$	%			
Governance	(2,659)	(64.88%)			
General Purpose Funding - Other	(6,054)	(1.56%)			
Law, Order and Public Safety	(3,618)	(5.44%)			
Housing	(1,073,426)	(80.02%)	▼	Timing	Income not yet received for WSAHA grant
Community Amenities	40,630	26.11%	▲	Permanent	Increase in cemetery fees, planning fees
Recreation and Culture	4,738	62.66%			
Transport	268,065	114.56%	▲	Permanent	Increase in RRG Grant
Economic Services	(6,402)	(3.07%)			
Other Property and Services	18,593	91.87%	▲	Permanent	Higher Private Works Charges
Operating Expense					
Governance	27,360	9.53%			
General Purpose Funding	7,266	17.00%	▼	Timing	Various Account Costs down-Bank fees, Valuation expenses
Law, Order and Public Safety	(6,732)	(5.37%)			
Health	5,248	37.45%			
Education and Welfare	8,099	63.88%	▼	Timing	Costs Down - Donations, CDO projects.
Housing	659,012	89.84%	▼	Timing	Aged Unit costs down
Community Amenities	7,275	3.82%			
Recreation and Culture	(49)	(0.01%)			
Transport	(174,716)	(7.77%)			
Economic Services	42,370	26.33%	▼	Timing	Various Account Costs down - Area Promotion, Rural Counselling, Group Scheme - Narrogin
Other Property and Services	(62,029)	(96.88%)	▲	Permanent	More Long Service Leave taken than budgeted.
Capital Revenues					
Grants, Subsidies and Contributions	(169,077)	(18.18%)	▼	Timing	Housing income not yet received
Proceeds from Disposal of Assets	495	1.43%			
Capital Expenses					
Land and Buildings	488,796	79.48%	▼	Timing	Projects not yet commenced
Infrastructure - Roads	311,532	53.59%	▼	Timing	R2R Roads not yet started, Bin Road (50%) & Wickepin Pingelly road (25%) in progress
Infrastructure - Footpaths	10,002	100.00%	▼	Timing	Projects not yet commenced
Plant and Equipment	(2,730)	(4.51%)			
Furniture and Equipment	0				
Financing					
Loan Principal	12,979	79.93%	▼		New Loan - First Payment June 2021

SHIRE OF WICKEPIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
 For the Period Ended 31 December 2020

Note 3: NET CURRENT FUNDING POSITION

				Positive=Surplus (Negative=Deficit)		
				YTD 31 Dec 2020	30 June 2020	YTD 31 Dec 2019
Note				\$	\$	\$
Current Assets						
4	Cash Unrestricted			3,676,583	2,178,143	975,440
4	Cash Restricted			2,248,893	2,248,893	1,274,113
6	Receivables - Rates			115,779	29,869	73,835
6	Receivables -Other			3,027	1,710	112,223
	Interest / ATO Receivable/Trust			15,040	110,221	27,693
	Inventories				0	0
				6,059,320	4,568,835	2,463,304
Less: Current Liabilities						
	Payables			(137,286)	(115,755)	(26,842)
	Provisions			(204,819)	(220,104)	(144,743)
				(342,105)	(335,859)	(171,586)
7	Less: Cash Reserves			(2,248,893)	(2,248,893)	(1,274,113)
	Net Current Funding Position			3,468,323	1,984,084	1,017,605

Note 3 - Liquidity Over the Year



Comments - Net Current Funding Position

SHIRE OF WICKEPIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 December 2020

Note 4: CASH AND INVESTMENTS

	Interest Rate	Unrestricted \$	Restricted \$	Trust \$	Total Amount \$	Institution	Maturity Date
(a) Cash Deposits							
Municipal Bank Account	0.00%	834,794			834,794	ANZ	At Call
Reserve Bank Account	0.00%		93		93	ANZ	At Call
Trust Bank Account	0.00%			16,277	16,277	ANZ	At Call
Cash On Hand	Nil	700.00			700	N/A	On Hand
(b) Term Deposits							
Municipal	0.30%	250,000			250,000	BB	08-Mar-21
Municipal	0.60%	500,000			500,000	BB	08-Apr-21
Municipal					0		
Municipal	0.20%	2,091,088			2,091,088	WA Treasury	At Call
Reserve	0.40%		2,248,800		2,248,800	ANZ	30-Jan-21
Trust	0.40%			172,644	172,644	ANZ	30-Jan-21
Total		3,676,583	2,248,893	188,921	6,114,397		

Comments/Notes - Investments

SHIRE OF WICKEPIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 December 2020

Note 5: BUDGET AMENDMENTS

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

GL Account Code	Description	Council Resolution	Classification	Non Cash Adjustment	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
	Budget Adoption Permanent Changes Opening surplus adjustment		Opening Surplus	\$	\$	\$	\$ 545
				0	0	0	

**SHIRE OF WICKEPIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 December 2020**

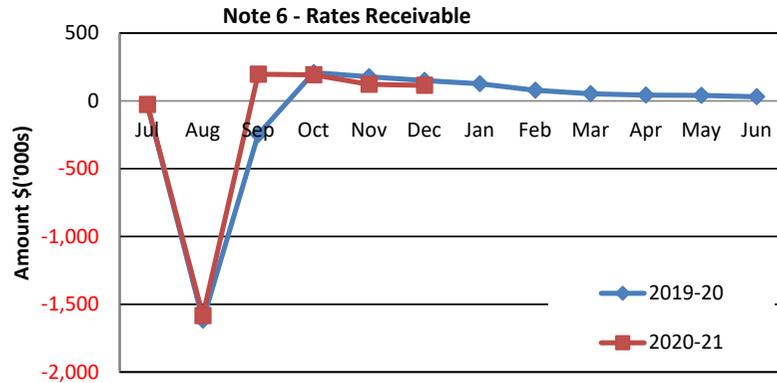
Note 6: RECEIVABLES

Receivables - Rates Receivable

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

Net Rates Collectable
% Collected

	YTD 31 Dec 2020	30 June 2020
	\$	\$
Opening Arrears Previous Years	19,522	19,522
Levied this year	1,532,249	1,534,110
<u>Less</u> Collections to date	(1,435,992)	(1,519,102)
Equals Current Outstanding	115,779	34,530
Net Rates Collectable	115,779	34,530
% Collected	92.54%	97.78%



Comments/Notes - Receivables Rates

Receivables - General

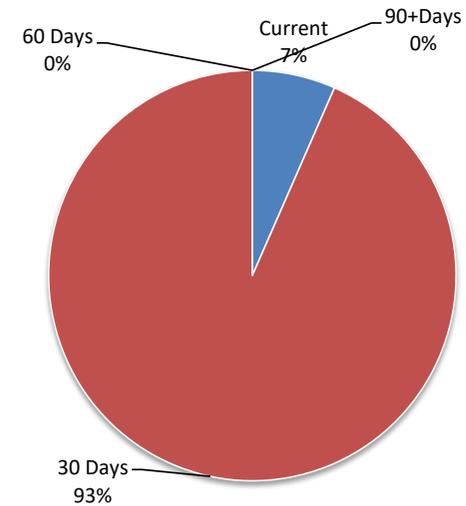
Receivables - General

Total Receivables General Outstanding

Amounts shown above include GST (where applicable)

	Current	30 Days	60 Days	90+Days
	\$	\$	\$	\$
Receivables - General	200	2,827	0	0
Total Receivables General Outstanding				3,027

Note 6 - Accounts Receivable (non-rates)



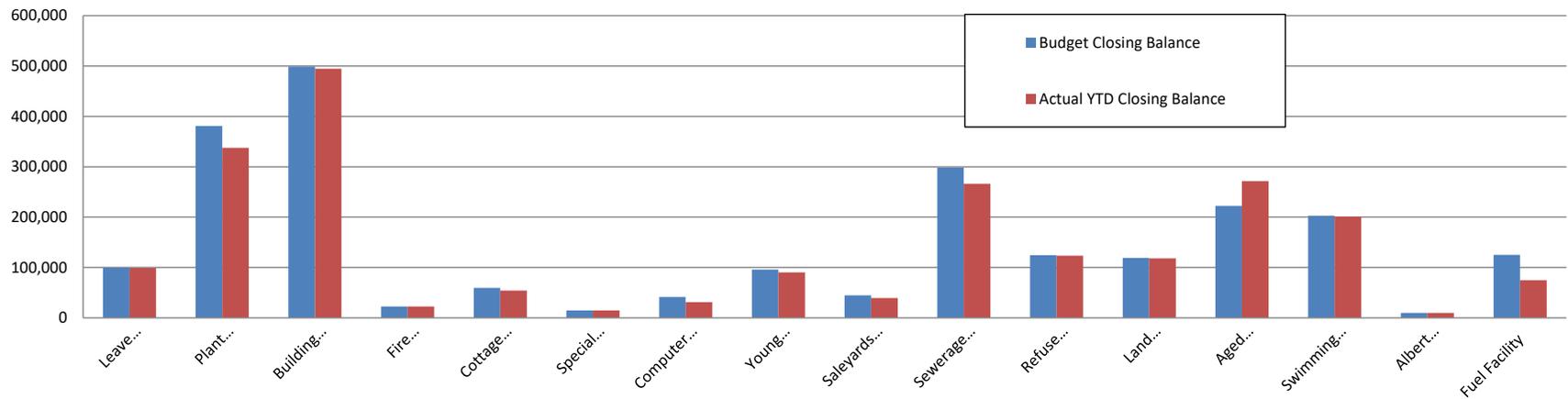
Comments/Notes - Receivables General

**SHIRE OF WICKEPIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 December 2020**

Note 7: Cash Backed Reserve

2020-21 Name	Opening Balance	Budget Interest Earned	Actual Interest Earned	Budget Transfers In (+)	Actual Transfers In (+)	Budget Transfers Out (-)	Actual Transfers Out (-)	Transfer out Reference	Budget Closing Balance	Actual YTD Closing Balance
	\$	\$	\$	\$	\$	\$	\$		\$	\$
Leave Reserve	98,750.82	750.51							99,501	98,751
Plant Replacement Reserve	337,503.91	2,565.03		41,000					381,069	337,504
Building Reserve	494,855.68	3,760.90							498,617	494,856
Fire Fighting Reserve	22,538.09	171.29							22,709	22,538
Cottage Homes Reserve	54,160.40	411.62		5,000					59,572	54,160
Special Events Reserve	14,828.34	112.70							14,941	14,828
Computer Reserve	31,325.33	238.07		10,000					41,563	31,325
Young Singles Accommodation Reserve	90,394.32	687.00		5,000					96,081	90,394
Saleyards Reserve	39,544.13	300.54		5,000					44,845	39,544
Sewerage Reserve	266,154.35	1,930.77		30,000					298,085	266,154
Refuse Reserve	123,517.99	938.74							124,457	123,518
Land Development Reserve	118,235.98	898.59							119,135	118,236
Aged Persons Accommodation Reserve	271,588.81	2,064.07				51,321			222,332	271,589
Swimming Pool Reserve	201,094.85	1,528.32							202,623	201,095
Albert Facey Homestead Reserve	9,911.46	75.33							9,987	9,911
Fuel Facility	74,488.05	566.11		50,000					125,054	74,488
	2,248,893	17,000	0	146,000	0	51,321	0		2,360,571	2,248,893

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



SHIRE OF WICKEPIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 December 2020

Note 8 CAPITAL DISPOSALS

Actual YTD Profit/(Loss) of Asset Disposal				Disposals	Amended Current Budget			Comments
Cost	Accum Depr	Proceeds	Profit (Loss)		YTD 31 12 2020			
					Amended Annual Budget Profit/(Loss)	Actual Profit/(Loss)	Variance	
\$	\$	\$	\$	\$	\$	\$		
				Plant and Equipment				
37,777	2,328	34,995	(454)	P0AJ Isuzu	4,052	(454)	(4,506)	
				0 Holden Colorado CEO	4,052	0	(4,052)	
				0 P2283 Toyota Forklift	2,000	0	(2,000)	
				0 P19955 Hino 300 Construction Dual Cab	4,400	0	(4,400)	
				0 P698 Hino Tip Truck - Gardeners	(13,200)	0	13,200	
				0 P468A Holden Colorado Tray Top Ute	(194)	0	194	
				0 P632A Holden Colorado 4x4 Ute	(4,400)	0	4,400	
				Pfacey Toyota Hilux PFacey	(5,332)	0	5,332	
37,777	2,328	34,995	(454)		(8,623)	(454)	8,169	

Comments - Capital Disposal/Replacements

**SHIRE OF WICKEPIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 December 2020**

Note 9: RATING INFORMATION

RATE TYPE	Rate in \$	Number of Properties	Rateable Value \$	Rate Revenue \$	Interim Rates \$	Back Rates \$	Total Revenue \$	Amended Budget Rate Revenue \$	Amended Budget Interim Rate \$	Amended Budget Back Rate \$	Amended Budget Total Revenue \$
Differential General Rate											
GRV	0.073020	194	1,751,499	127,894	364	0	128,258	127,894			127,894
UV	0.008885	278	148,803,150	1,322,116			1,322,116	1,322,278			1,322,278
Sub-Totals		472	150,554,650	1,450,010	364	0	1,450,374	1,450,172	0	0	1,450,172
Minimum Payment	Minimum \$										
GRV	400.00	63	158,748	25,200			25,200	25,200			25,200
UV	400.00	14	325,246	5,600			5,600	6,000			6,000
Sub-Totals		77	483,994	30,800	0	0	30,800	31,200	0	0	31,200
Ex Gratia Rates							1,481,174				1,481,372
Discount							17,190				11,734
Rates Writeoffs							(135,718)				(128,450)
							(26)				(25)
Amount from General Rates							1,362,620				1,364,631
Specified Area Rates											
Totals							1,362,620				1,364,631

Comments - Rating Information

SHIRE OF WICKEPIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 December 2020

10. INFORMATION ON BORROWINGS

(a) Debenture Repayments

Particulars	Principal 1-Jul-19	New Loans	Principal Repayments		Principal Outstanding		Interest Repayments		Loan Completion Date
			Actual \$	Budget \$	Actual \$	Budget \$	Actual \$	Budget \$	
Loan 102 - WD Sports Club SS Greens	20,554		3,258	6,582	17,296	20,554	411	757	17/01/2023
Loan 103 -Staff House		408,000		25,892		414,018		7,378	2/12/2030
	20,554	408,000	3,258	32,474	17,296	434,572	411	8,135	

All debenture repayments were financed by general purpose revenue.

(b) New Debentures

No new debentures were raised during the reporting period.

SHIRE OF WICKEPIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 December 2020

Note 11: GRANTS AND CONTRIBUTIONS

Program/Details GL	Grant Provider	Approval	2020-21 Budget	Variations Additions (Deletions)			Recoup Status	
					Operating	Capital	Received	Not Received
		(Y/N)	\$	\$	\$	\$	\$	\$
GENERAL PURPOSE FUNDING								
Grants Commission - General	WALGGC	Y	514,217	0	514,217	0	260,991	253,226
Grants Commission - Roads	WALGGC	Y	224,978	0	224,978	0	115,968	109,010
LAW, ORDER, PUBLIC SAFETY								
FESA Grant - Operating Bush Fire Brigade	Dept. of Fire & Emergency Serv.	Y	35,363	0	35,363	0	16,194	19,169
				0				0
HOUSING								
WSAHA Grant	DPIRD	Y	13,158		13158		0	13,158
WSAHA Grant	DPIRD	Y	1,300,000			1,300,000	0	1,300,000
WSAHA Grant	DPIRD	Y	1,300,205			1,300,205	227,273	1,072,932
EDUCATION & WELFARE								
Albert Facey Tour		N	3,750		3,750	0		3,750
COMMUNITY AMENITIES								
Living Lakes Grant		Y		31,595	31,595		31,595	0
RECREATION AND CULTURE								
								0
ECONOMIC SERVICES								
LRCI Funding		Y	363,866			363,866	165,403	198,463
TRANSPORT								
Roads To Recovery Grant - Cap	Roads to Recovery	Y	327,069	0	0	327,069	176,487	150,582
RRG Grants - Capital Projects	Regional Road Group	Y	244,500	0	0	244,500	191,593	52,907
Direct Grant - Maintenance	Dept. of Transport	Y	127,500	0	127,500	0	127,500	0
TOTALS			4,454,606	31,595	950,561	3,535,640	1,313,003	3,173,198
Operating	Operating		2,218,966				552,248	
Non-Operating	Non-operating		2,235,640				760,755	
			<u>4,454,606</u>				<u>1,313,003</u>	

SHIRE OF WICKEPIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 December 2020

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 20	Amount Received	Amount Paid	Closing Balance 31-Dec-20
	\$	\$	\$	\$
Housing Bonds	0.00	1,110.00	-1,110.00	0.00
Master Key Deposits	0.00	1,680.00	-1,680.00	0.00
Special Plates	0.00	0.00	0.00	0.00
Land Sales	0.00	0.00	0.00	0.00
Nomination Deposits	0.00	0.00	0.00	0.00
Building and BCITF	0.00	304.95	-304.95	0.00
Ram Pavillion	0.00	0.00	0.00	0.00
LCDC Landcare	0.00	0.00	0.00	0.00
Cat/Dog Trap Hire	50.00	50.00	-100.00	0.00
WDSC Replacement Greens	119,339.10	7,500.00	0.00	126,839.10
Miscellaneous Trust	6,374.66	1,124.00	-1,124.00	6,374.66
Yealering Bowling Club Greens	55,707.65	0.00	0.00	55,707.65
Licensing		134,171.90	-134,171.90	0.00
	181,471.41	145,940.85	-138,490.85	188,921.41

Level of Completion Indicators

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

**SHIRE OF WICKEPIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 December 2020**

Note 13: CAPITAL ACQUISITIONS

		31/12/2020					
	Infrastructure Assets	Annual Budget	Amended YTD Budget	YTD Actual	Variance (Under)/Over	YTD Actual (Renewal Exp)	Strategic Reference / Comment
	Land & Buildings						
	Housing						
○	STAFF HOUSE	CSH12	(440,000)	0	0	0	
○	SMITH STREET FENCE	LHS11C	(4,700)	(4,700)	0	(4,700)	
○	RINTEL STREET FENCE	LHS1C	(24,000)	(24,000)	0	(24,000)	
	Housing Total		(468,700)	(28,700)	0	(28,700)	0
	Other Housing						
○	CAPITAL EXPENSE - LIFESTYLE VILLAGE	3272	(1,351,526)	(540,610)	(108,072)	(432,538)	
	Other Housing Total		(1,351,526)	(540,610)	(108,072)	(432,538)	
	Community Amenities						
○	Industrial Shed	CWBC1	(340,000)	0	0	0	0
	Community Amenities Total		(340,000)	0	0	0	
	Recreation and Culture						
○	Wickepin Hall Reroof	CLPH1	(18,500)	(9,252)	0	(9,252)	
●	Yealering Hall - Ramp	CLPH2	(7,000)	(7,000)	(10,373)	3,373	
●	Yealering Golf Club	YGCC	(8,400)	(8,400)	(2,830)	(5,570)	
●	Yealering Bolwing Club - Eave repair	LYBC	(8,500)	(8,500)	(4,889)	(3,611)	
	Recreation And Culture Total		(42,400)	(33,152)	(18,092)	(15,060)	
	Transport						
○	DEPOT - CAR PORT		(25,000)	(12,498)	0	(12,498)	
	Transport Total		(25,000)	(12,498)	0	(12,498)	
	Land and Buildings Total		(2,277,626)	(614,360)	(126,164)	(488,796)	0
	Footpaths						
○	Transport						
	FOOTPATHS	LFP1	(20,000)	(10,002)	0	(10,002)	
	Transport Total		(20,000)	(10,002)	0	(10,002)	0
	Footpaths Total		(20,000)	(10,002)	0	(10,002)	0
	Plant , Equip. & Vehicles						
○	Governance						
	CEO VEHICLE		(91,000)	(45,500)	(43,377)	(2,123)	0
	Governance Total		(91,000)	(45,500)	(43,377)	(2,123)	0
	Transport						
○	Hino Truck	6034	(108,000)	0	0	(108,000)	0
○	Hino Tip Truck	6034	(63,000)	0	0	(63,000)	0
○	Toyota Forklift	6034	(55,000)	0	0	(55,000)	0
○	Colorado S/Cab Ute	6034	(42,000)	0	0	(42,000)	0
○	Colorado S/cab Ute	6034	(42,000)	0	0	(42,000)	0
○	Toyota Hilux Dual Cab	6034	(57,000)	0	0	(57,000)	0
○	High Pressure Cleaner	6034	0	0	(6,463)	6,463	0
○	Twindrum Roller	6034	(60,000)	0	0	(60,000)	0
○	Metro Counters	6034	(15,000)	(15,000)	(13,391)	(1,609)	0
	Transport Total		(442,000)	(15,000)	(19,853)	(422,147)	0
	Plant , Equip. & Vehicles Total		(533,000)	(60,500)	(63,230)	(424,270)	0
	Infrastructure Other						
○	Community Amenity						
○	Card Swipe Wickepin Tip Gates	3824	(10,000)	(4,998)	0	4,998	
○	Relocation Waste Oil	3534	(14,000)	(7,002)	0	7,002	
	Community Amenity Total		(24,000)	(12,000)	0	4,998	0
	Recreation and Culture						
○	PUMP & BORE - OVAL WATER	RETU	(30,000)	(15,000)	(3,400)	(26,600)	
○	WICKEPIN OVAL LIGHTS	WKLI	(35,000)	0	(286)	(34,714)	
○	SWIMMING POOL - EXPANSION JOINTS	LSP3	(70,000)	(34,998)	0	(70,000)	
○	HARRSMITH DAM	3988	(23,000)	(7,667)	0		
○	LIMESTONE WALL - TANKS WICKEPIN OVAL	WLC1	(8,000)	(4,000)	(1,882)	(6,118)	
	Recreation And Culture Total		(166,000)	(61,665)	(5,568)	(137,432)	0
	Economic Services						
○	Standpipe Controllers	7104	(45,000)	(45,000)	0		
	Economic Services Total		(45,000)	0	0	(45,000)	0
	Infrastructure Other Total		(124,000)	(73,665)	(5,568)	4,998	0
	Roads						
○	Transport Regional Road Group						
○	Pingelly Wickepin Road	RG003	(366,200)	(183,102)	(93,182)	(273,018)	
○	Bin Road	RG086	(351,420)	(176,142)	(171,826)	(179,594)	0
	Regional Road Group Total		(717,620)	(359,244)	(265,008)	(452,612)	0
	Transport Roads to Recovery						
○	84 Gate Road	R2R031	(57,190)	(28,596)	0	(28,596)	0
○	Toolibin North Road	R2R010	(80,470)	(40,236)	(4,800)	(35,436)	0
○	Tincurrin North Road	R2R011	(95,835)	(47,916)	0	(47,916)	0
○	Wickepin North Road	R2015	(119,480)	(59,742)	0	(59,742)	0
	Roads to Recovery Total		(352,975)	(176,490)	(4,800)	(171,690)	0
	Council Resources Construction						
○	Fleay Road	C55	(44,755)	(22,380)	0	(22,380)	0
○	Malyalling Road	CO036	(46,455)	(23,226)	0	(23,226)	0
	Council Resources Construction Total		(91,210)	(45,606)	0	(45,606)	0
	Roads Total		(1,161,805)	(581,340)	(269,808)	(669,908,15)	0.00
○	Capital Expenditure Total		(4,177,431)	(1,340,467)	(464,770)	(1,587,978)	0



SHIRE OF WICKEPIN

MONTHLY FINANCIAL REPORT

For the Period Ended 31 January 2021

LOCAL GOVERNMENT ACT 1995

LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996

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Shire of Wickepin

Compilation Report

For the Period Ended 31 January 2021

Report Purpose

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

Overview

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

Statement of Financial Activity by reporting program

Is presented on page 6 and shows a surplus as at 31 January 2021 of \$3,285,454.

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

Preparation

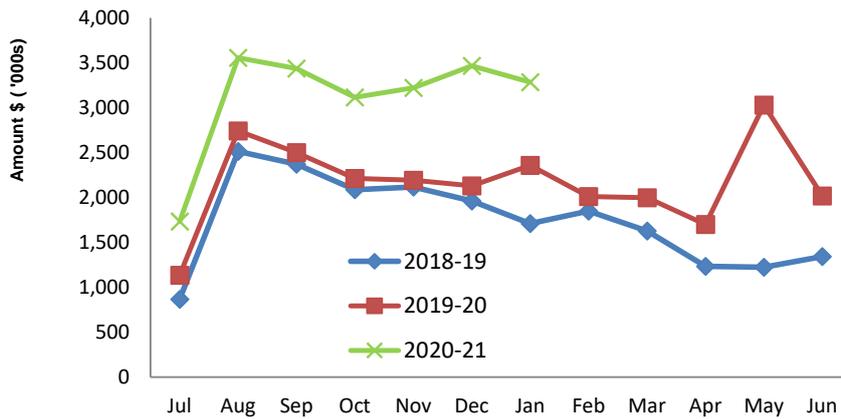
Prepared by: Erika Clement DCEO

Date prepared: 2-Feb-21

Reviewed by: Mark Hook CEO

Shire of Wickepin
Monthly Summary Information
 For the Period Ended 31 January 2021

Liquidity Over the Year (Refer Note 3)



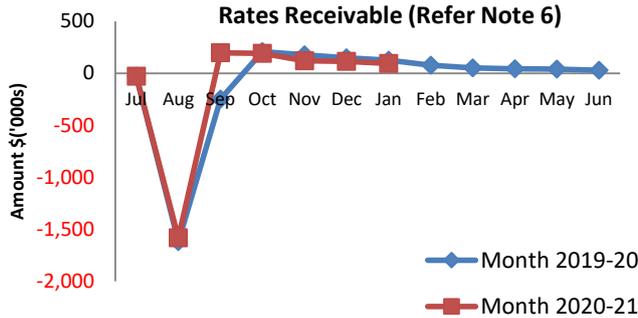
Cash and Cash Equivalents as at period end

Unrestricted	\$ 3,404,310
Restricted	\$ 2,248,893
	\$ 5,653,202

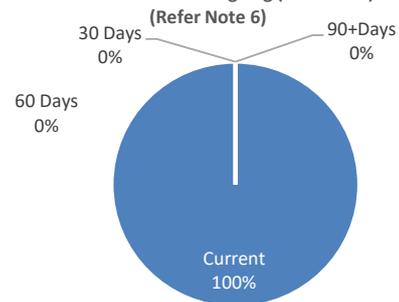
Receivables

Rates	\$ 95,471
Other	\$ 4,468
	\$ 99,939

Rates Receivable (Refer Note 6)



Accounts Receivable Ageing (non-rates)



Comments

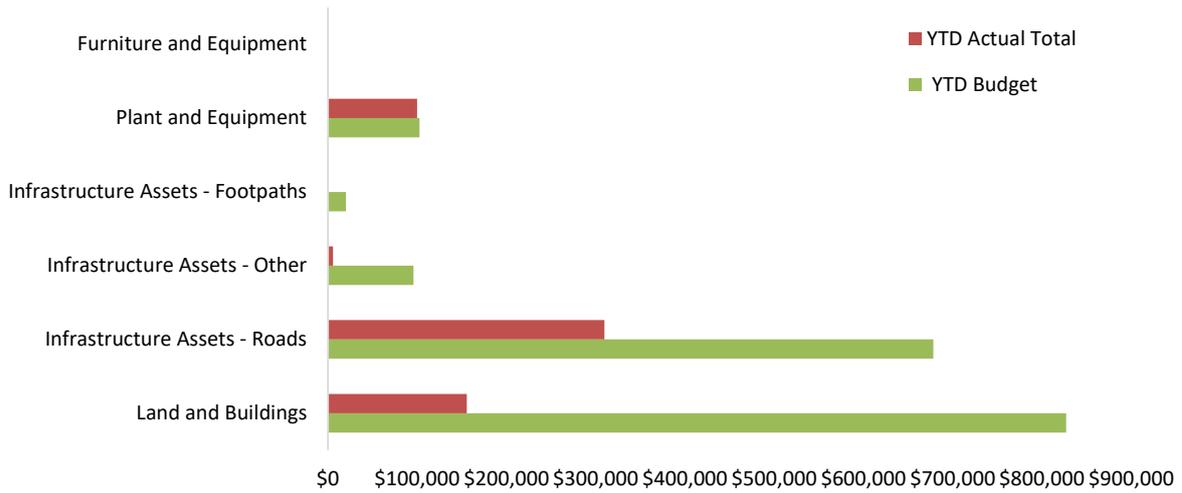
Unrestricted cash includes the following payments in advance

20/21 FESA paid in advance	\$12,941
20/21 Grants Commission - General	\$561,490
20/21 Grants Commission - Roads	\$303,312
Amounts paid in advance	\$877,743

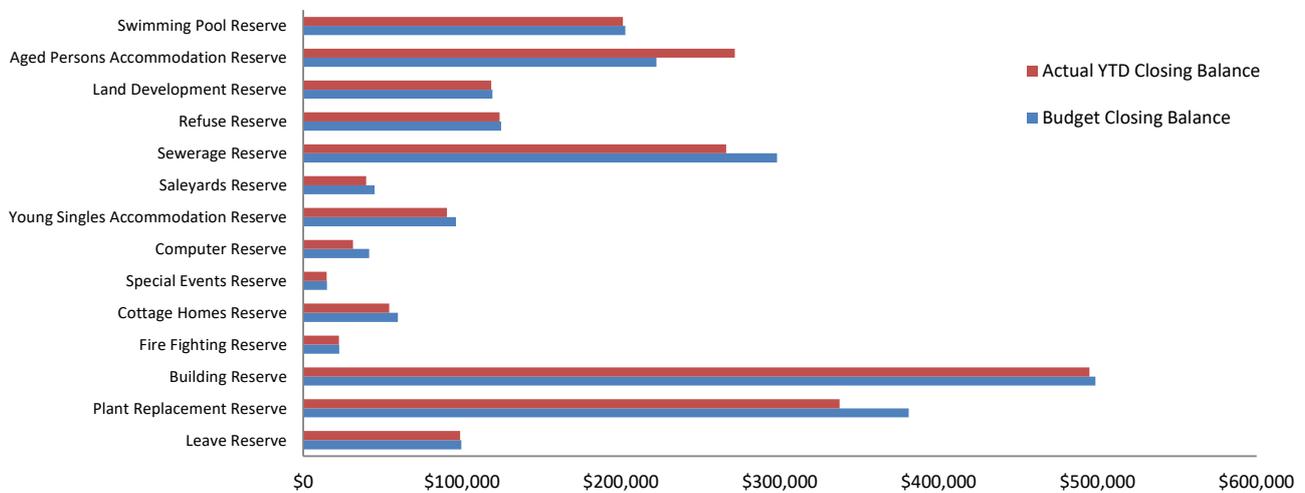
This information is to be read in conjunction with the accompanying Financial Statements and notes.

Shire of Wickepin
Monthly Summary Information
 For the Period Ended 31 January 2021

Capital Expenditure Program YTD (Refer Note 13)



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



Comments

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

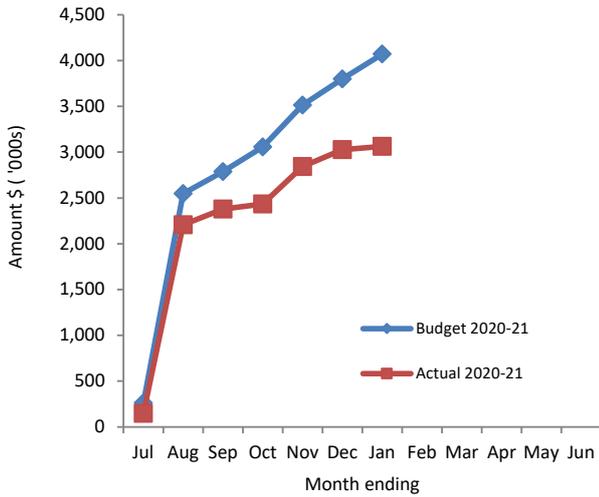
Shire of Wickepin

Monthly Summary Information

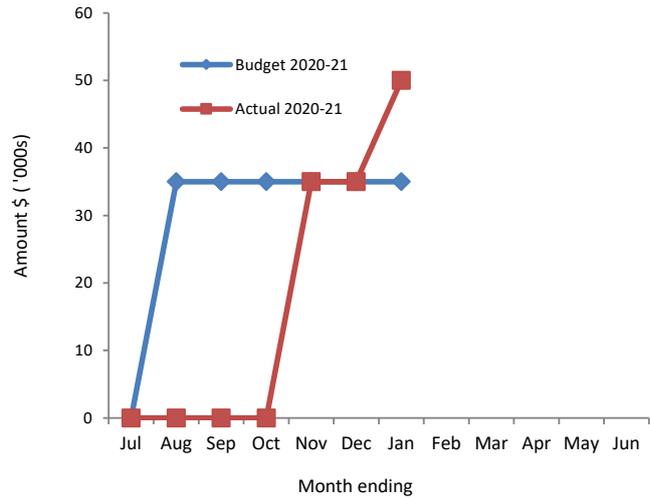
For the Period Ended 31 January 2021

Revenues

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

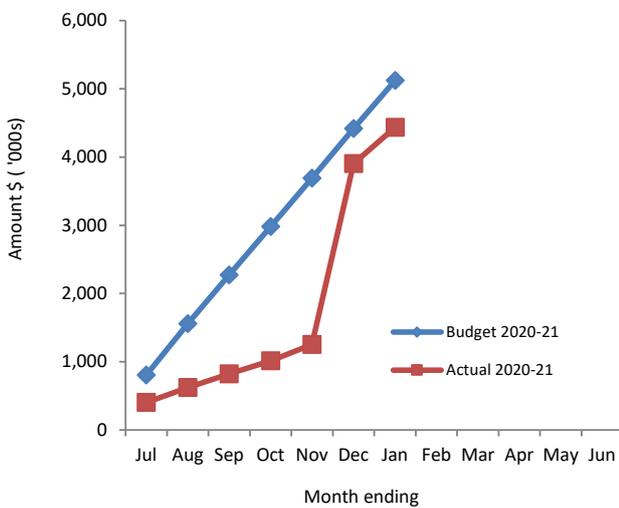


Budget Capital Revenue -v- Actual (Refer Note 2)

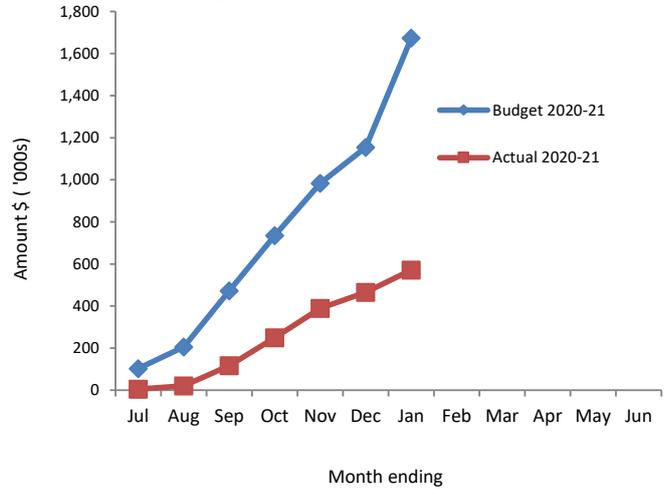


Expenditure

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



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



Comments

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

SHIRE OF WICKEPIN
STATEMENT OF FINANCIAL ACTIVITY
(Statutory Reporting Program)
For the Period Ended 31 January 2021

Note	Annual Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
Operating Revenues	\$	\$	\$	\$	%	
Governance	8,208	4,781	1,439	(3,342)	(69.90%)	
General Purpose Funding - Rates	1,370,075	1,370,100	1,362,646	(7,454)	(0.54%)	
General Purpose Funding - Other	778,745	389,679	383,331	(6,348)	(1.63%)	
Law, Order and Public Safety	87,111	67,004	75,520	8,516	12.71%	
Health	100	56	640	584	1042.86%	
Education and Welfare	4,050	2,352	182	(2,170)	(92.27%)	
Housing	2,683,013	1,565,074	274,432	(1,290,642)	(82.47%)	▼
Community Amenities	172,970	158,518	200,534	42,016	26.51%	▲
Recreation and Culture	16,073	9852	14,298	4,446	45.12%	
Transport	716,469	235,443	502,059	266,616	113.24%	▲
Economic Services	417,011	243,236	206,816	(36,420)	(14.97%)	▼
Other Property and Services	40,500	23,611	40,707	17,096	72.41%	▲
Total Operating Revenue	6,294,325	4,069,706	3,062,603	(1,007,103)		
Operating Expense						
Governance	(474,680)	(320,375)	(270,495)	49,880	15.57%	▼
General Purpose Funding	(85,555)	(49,861)	(41,758)	8,103	16.25%	▼
Law, Order and Public Safety	(219,127)	(141,000)	(141,472)	(472)	(0.33%)	
Health	(28,109)	(16,352)	(9,798)	6,554	40.08%	
Education and Welfare	(25,427)	(14,791)	(7,249)	7,542	50.99%	▼
Housing	(1,462,220)	(854,928)	(82,467)	772,461	90.35%	▼
Community Amenities	(371,839)	(220,686)	(197,582)	23,104	10.47%	▼
Recreation and Culture	(1,064,068)	(624,890)	(599,962)	24,928	3.99%	
Transport	(4,499,909)	(2,624,762)	(2,800,982)	(176,220)	(6.71%)	
Economic Services	(322,008)	(187,726)	(132,410)	55,316	29.47%	▼
Other Property and Services	(75,119)	(65,849)	(150,636)	(84,787)	(128.76%)	▲
Total Operating Expenditure	(8,628,062)	(5,121,220)	(4,434,811)	686,408		
Funding Balance Adjustments						
Add back Depreciation	4,317,355	2,518,418	2,782,174	263,756	10.47%	▲
Adjust (Profit)/Loss on Asset Disposal	8,623	5,033	4,509	(524)	(10.41%)	
Adjust Provisions and Accruals	746	0	0	0		
Adjust Rounding	0	0	(2)			
Net Cash from Operations	1,992,987	1,471,937	1,414,473	(57,462)		
Capital Revenues						
Proceeds from Disposal of Assets	207,000	120,750	49,625	(71,125)	(58.90%)	▼
Total Capital Revenues	207,000	120,750	49,625	(71,125)		
Capital Expenses						
Land Held for Resale	0	0	0	0		
Land and Buildings	(2,227,626)	(827,071)	(155,543)	671,529	81.19%	▼
Infrastructure - Roads	(1,161,805)	(678,230)	(309,728)	368,502	54.33%	▼
Infrastructure - Footpaths	(20,000)	(11,669)	0	11,669	100.00%	▼
Infrastructure -Other	(235,000)	(95,664)	(5,568)	90,096	94.18%	▼
Plant and Equipment	(533,000)	(102,500)	(99,889)	2,611	2.55%	
Furniture and Equipment	0	0	0	0		
Total Capital Expenditure	(4,177,431)	(1,715,135)	(570,728)	1,144,406		
Net Cash from Capital Activities	(3,970,431)	(1,594,385)	(521,103)	1,073,282		
Financing						
Proceeds from New Debentures	440,000	0	408,000	408,000		
Proceeds from Advances	0	0	0	0		
Self-Supporting Loan Principal	6,582	3,291	6,582	3,291	99.99%	
Transfer from Reserves	51,321	0	0	0		
Advances to Community Groups	0	0	0	0		
Repayment of Debentures	(32,474)	(16,237)	(6,582)	9,655	59.46%	▼
Transfer to Reserves	(158,000)	0	0	0		
Net Cash from Financing Activities	307,429	(12,946)	408,000	420,946		
Net Operations, Capital and Financing	(1,670,015)	(135,394)	1,301,370	1,436,242		
Opening Funding Surplus(Deficit)	1,670,560	1,984,084	1,984,084	0	0.00%	
Closing Funding Surplus(Deficit)	545	1,848,690	3,285,454	1,436,242		

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

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

SHIRE OF WICKEPIN
STATEMENT OF FINANCIAL ACTIVITY
(By Nature or Type)
For the Period Ended 31 January 2021

	Note	Amended Annual Budget	Amended YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
Operating Revenues		\$	\$	\$	\$	%	
Rates	9	1,370,075	1,370,086	1,362,620	(7,466)	(0.54%)	
Operating Grants, Subsidies and Contributions	11	2,218,966	1,283,923	564,442	(719,481)	(56.04%)	▼
Fees and Charges		419,641	321,950	370,608	48,658	15.11%	▲
Service Charges		0	0	0	0		
Interest Earnings		35,500	16,787	4,068	(12,719)	(75.77%)	▼
Other Revenue		0	0	109	109		
Profit on Disposal of Assets	8	14,503	8,456	0			
Total Operating Revenue		4,058,685	3,001,202	2,301,847	(690,898)		
Operating Expense							
Employee Costs		(1,194,487)	(701,386)	(740,653)	(39,267)	(5.60%)	
Materials and Contracts		(2,706,507)	(1,611,494)	(656,625)	954,869	59.25%	▲
Utility Charges		(185,750)	(107,908)	(101,476)	6,432	5.96%	
Depreciation on Non-Current Assets		(4,317,355)	(2,518,418)	(2,782,174)	(263,756)	(10.47%)	▼
Interest Expenses		(8,636)	(5,556)	(852)	4,704	84.67%	▲
Insurance Expenses		(192,201)	(162,969)	(148,523)	14,446	8.86%	
Loss on Disposal of Assets	8	(23,126)	(13,489)	(4,509)			
Total Operating Expenditure		(8,628,062)	(5,121,220)	(4,434,811)	677,428		
Funding Balance Adjustments							
Add back Depreciation		4,317,355	2,518,418	2,782,174	263,756	10.47%	▲
Adjust (Profit)/Loss on Asset Disposal	8	8,623	5,033	4,509	(524)	(10.41%)	
Adjust Provisions and Accruals		746	0	0	0		
Adjust Rounding		0	0	(2)			
Net Cash from Operations		(242,653)	403,433	653,717	249,762		
Capital Revenues							
Grants, Subsidies and Contributions	11	2,235,640	1,068,504	760,755	(307,749)	(28.80%)	▼
Proceeds from Disposal of Assets	8	207,000	120,750	49,625	(71,125)	(58.90%)	▼
Total Capital Revenues		2,442,640	1,189,254	810,381	(378,873)		
Capital Expenses							
Land Held for Resale		0	0	0	0		
Land and Buildings	13	(2,227,626)	(827,071)	(155,543)	671,529	81.19%	▲
Infrastructure - Roads	13	(1,161,805)	(678,230)	(309,728)	368,502	54.33%	▲
Infrastructure - Footpaths	13	(20,000)	(11,669)	0	11,669	100.00%	▲
Infrastructure - Drainage	13	(235,000)	(95,664)	(5,568)	90,096	94.18%	▲
Plant and Equipment	13	(533,000)	(102,500)	(99,889)	2,611	2.55%	
Furniture and Equipment	13	0	0	0	0		
Total Capital Expenditure		(4,177,431)	(1,715,135)	(570,728)	1,144,406		
Net Cash from Capital Activities		(1,734,791)	(525,881)	239,653	765,533		
Financing							
Proceeds from New Debentures		440,000	0	408,000	408,000		
Proceeds from Advances		0	0	0	0		
Self-Supporting Loan Principal		6,582	3,291	6,582	3,291	99.99%	
Transfer from Reserves	7	51,321	0	0	0		
Advances to Community Groups		0	0	0	0		
Repayment of Debentures	10	(32,474)	(16,237)	(6,582)	9,655	59.46%	▲
Transfer to Reserves	7	(158,000)	0	0	0		
Net Cash from Financing Activities		307,429	(12,946)	408,000	420,946		
Net Operations, Capital and Financing		(1,670,015)	(135,394)	1,301,370	1,436,242		
Opening Funding Surplus(Deficit)	3	1,670,560	1,984,084	1,984,084	0	0.00%	
Closing Funding Surplus(Deficit)	3	545	1,848,690	3,285,454	1,436,242		

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

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

**SHIRE OF WICKEPIN
STATEMENT OF CAPITAL ACQUISITIONS AND CAPITAL FUNDING
For the Period Ended 31 January 2021**

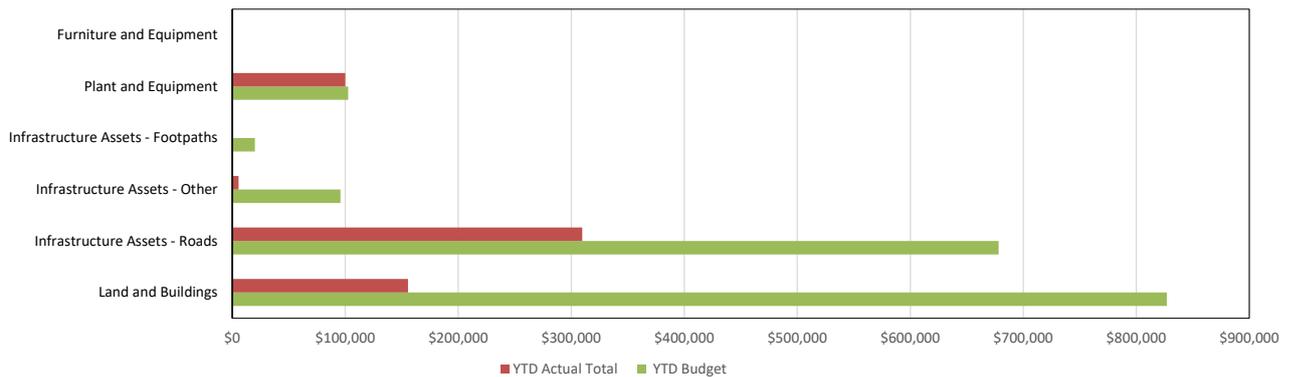
Capital Acquisitions	Note	YTD 31 01 2021					
		YTD Actual New /Upgrade (a)	YTD Actual (Renewal Expenditure) (b)	YTD Actual Total (c) = (a)+(b)	YTD Budget (d)	Amended Annual Budget	Variance (d) - (c)
Land and Buildings	13	\$ 155,543	\$ 0	\$ 155,543	\$ 827,071	\$ 2,227,626	\$ (671,529)
Infrastructure Assets - Roads	13		309,728	309,728	678,230	1,161,805	(368,502)
Infrastructure Assets - Other	13	5,568	0	5,568	95,664	235,000	(90,096)
Infrastructure Assets - Footpaths	13	0	0	0	20,000	20,000	(20,000)
Plant and Equipment	13	99,889	0	99,889	102,500	533,000	(2,611)
Furniture and Equipment	13	0	0	0	0	0	0
Capital Expenditure Totals		261,000	309,728	570,728.00	1,723,466	4,177,431	(1,152,737)

Funded By:

Capital Grants and Contributions	760,755	2,235,640	2,235,640	1,474,885
Borrowings	408,000	0	440,000	408,000
Other (Disposals & C/Fwd)	49,625	120,750	8,623	(71,125)
Own Source Funding - Cash Backed Reserves				
Aged Accommodation Reserve	0	0	51,321	0
Building Reserve				
Total Own Source Funding - Cash Backed Reserves	0	0	(51,321)	0
Own Source Funding - Operations	(647,653)	(632,924)	1,441,847	(14,729)
Capital Funding Total	570,728	1,723,466	4,177,431	(1,152,738)

Comments and graphs

Capital Expenditure Program YTD



SHIRE OF WICKEPIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 January 2021

1. SIGNIFICANT ACCOUNTING POLICIES

(a) Basis of Accounting

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

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

Critical Accounting Estimates

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

(b) The Local Government Reporting Entity

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

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

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

(c) Rounding Off Figures

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

(d) Rates, Grants, Donations and Other Contributions

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

(e) Goods and Services Tax

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

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

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

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

SHIRE OF WICKEPIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 January 2021

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(f) Cash and Cash Equivalents

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

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

(g) Trade and Other Receivables

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

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

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

(h) Inventories

General

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

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

Land Held for Resale

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

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

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

(i) Fixed Assets

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

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

SHIRE OF WICKEPIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 January 2021

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(j) Depreciation of Non-Current Assets

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

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

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

(k) Trade and Other Payables

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

(l) Employee Benefits

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

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

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

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

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

SHIRE OF WICKEPIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 January 2021

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(m) Interest-bearing Loans and Borrowings

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

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

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

Borrowing Costs

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

(n) Provisions

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

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

(o) Current and Non-Current Classification

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

SHIRE OF WICKEPIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 January 2021

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(p) Nature or Type Classifications

Rates

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

Operating Grants, Subsidies and Contributions

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

Non-Operating Grants, Subsidies and Contributions

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

Profit on Asset Disposal

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

Fees and Charges

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

Service Charges

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

Interest Earnings

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

Other Revenue / Income

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

Employee Costs

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

Materials and Contracts

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

Utilities (Gas, Electricity, Water, etc.)

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

SHIRE OF WICKEPIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 January 2021

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(q) Nature or Type Classifications (Continued)

Insurance

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

Loss on asset disposal

Loss on the disposal of fixed assets.

Depreciation on non-current assets

Depreciation expense raised on all classes of assets.

Interest expenses

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

Other expenditure

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

(r) Statement of Objectives

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

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

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

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

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

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

(s) GOVERNANCE

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

GENERAL PURPOSE FUNDING

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

LAW, ORDER, PUBLIC SAFETY

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

HEALTH

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

**SHIRE OF WICKEPIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 January 2021**

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(s) Reporting Programs (Continued)

HOUSING

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

COMMUNITY AMENITIES

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

RECREATION AND CULTURE

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

TRANSPORT

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

ECONOMIC SERVICES

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

OTHER PROPERTY & SERVICES

Plant works, plant overheads and stock of materials.

SHIRE OF WICKEPIN
NOTES TO FINANCIAL ACTIVITY STATEMENT
For the Period Ended 31 January 2021

Note 2: EXPLANATION OF MATERIAL VARIANCES

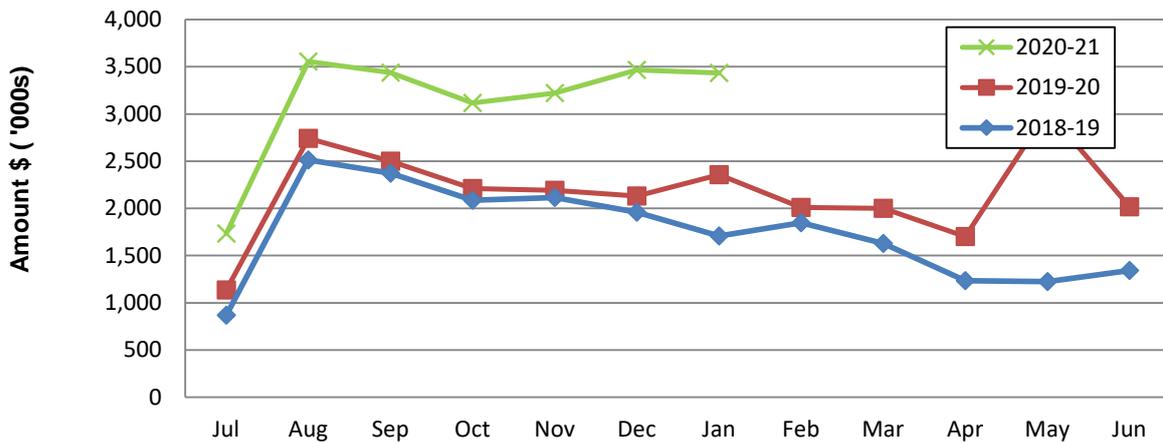
Reporting Program	Var. \$	Var. %	Var.	Timing/ Permanent	Explanation of Variance
Operating Revenues	\$	%			
Governance	(3,342)	(69.90%)			
General Purpose Funding - Other	(6,348)	(1.63%)			
Law, Order and Public Safety	8,516	12.71%			
Housing	(1,290,642)	(82.47%)	▼	Timing	Income not yet received for WSAHA grant
Community Amenities	42,016	26.51%	▲	Permanent	Increase in cemetery fees, planning fees
Recreation and Culture	4,446	45.12%			
Transport	266,616	113.24%	▲	Permanent	Increase in RRG Grant
Economic Services	(36,420)	(14.97%)	▼	Timing	Grant Funding not yet received. LRCI
Other Property and Services	17,096	72.41%	▲	Permanent	Higher Private Works Charges
Operating Expense					
Governance	49,880	15.57%	▼	Timing	Various Cost down- Consultancy, Staff Training
General Purpose Funding	8,103	16.25%	▼	Timing	Various Account Costs down-Bank fees, Valuation expenses
Law, Order and Public Safety	(472)	(0.33%)			
Health	6,554	40.08%			
Education and Welfare	7,542	50.99%	▼	Timing	Costs Down - Donations, CDO projects.
Housing	772,461	90.35%	▼	Timing	Aged Unit costs down
Community Amenities	23,104	10.47%	▼	Timing	Cemetery , Watse Collection charges lower
Recreation and Culture	24,928	3.99%			
Transport	(176,220)	(6.71%)			
Economic Services	55,316	29.47%	▼	Timing	Various Account Costs down - Area Promotion, Rural Counselling, Group Scheme - Narrogin
Other Property and Services	(84,787)	(128.76%)	▲	Permanent	More Long Service Leave taken than budgeted.
Capital Revenues					
Grants, Subsidies and Contributions	(307,749)	(28.80%)	▼	Timing	Housing income not yet received
Proceeds from Disposal of Assets	(71,125)	(58.90%)	▼	Timing	Trade of Vehicles delayed due to supply
Capital Expenses					
Land and Buildings	671,529	81.19%	▼	Timing	Projects not yet commenced
Infrastructure - Roads	368,502	54.33%	▼	Timing	R2R Roads not yet started, Bin Road (50%) & Wickepin Pingelly road (50%) in progress
Infrastructure - Footpaths	11,669	100.00%	▼	Timing	Projects not yet commenced
Plant and Equipment	2,611	2.55%			
Furniture and Equipment	0				
Financing					
Loan Principal	9,655	59.46%	▼		New Loan - First Payment June 2021

SHIRE OF WICKEPIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
 For the Period Ended 31 January 2021

Note 3: NET CURRENT FUNDING POSITION

		Positive=Surplus (Negative=Deficit)		
Note	YTD 31 Jan 2021	30 June 2020	YTD 31 Jan 2020	
	\$	\$	\$	
Current Assets				
Cash Unrestricted	4	3,404,310	2,178,143	975,440
Cash Restricted	4	2,248,893	2,248,893	1,274,113
Receivables - Rates	6	95,471	29,869	73,835
Receivables -Other	6	4,468	1,710	112,223
Interest / ATO Receivable/Trust		11,523	110,221	27,693
Inventories			0	0
		5,764,664	4,568,835	2,463,304
Less: Current Liabilities				
Payables		(25,499)	(115,755)	(26,842)
Provisions		(204,819)	(220,104)	(144,743)
		(230,318)	(335,859)	(171,586)
Less: Cash Reserves	7	(2,248,893)	(2,248,893)	(1,274,113)
Net Current Funding Position		3,285,454	1,984,084	1,017,605

Note 3 - Liquidity Over the Year



Comments - Net Current Funding Position

SHIRE OF WICKEPIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 January 2021

Note 4: CASH AND INVESTMENTS

	Interest Rate	Unrestricted \$	Restricted \$	Trust \$	Total Amount \$	Institution	Maturity Date
(a) Cash Deposits							
Municipal Bank Account	0.00%	562,521			562,521	ANZ	At Call
Reserve Bank Account	0.00%		93		93	ANZ	At Call
Trust Bank Account	0.00%			17,527	17,527	ANZ	At Call
Cash On Hand	Nil	700.00			700	N/A	On Hand
(b) Term Deposits							
Municipal	0.30%	250,000			250,000	BB	08-Mar-21
Municipal	0.60%	500,000			500,000	BB	08-Apr-21
Municipal					0		
Municipal	0.20%	2,091,088			2,091,088	WA Treasury	At Call
Reserve	0.40%		2,248,800		2,248,800	ANZ	30-Jan-21
Trust	0.40%			172,644	172,644	ANZ	30-Jan-21
Total		3,404,310	2,248,893	190,171	5,843,374		

Comments/Notes - Investments

SHIRE OF WICKEPIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 January 2021

Note 5: BUDGET AMENDMENTS

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

GL Account Code	Description	Council Resolution	Classification	Non Cash Adjustment	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
	Budget Adoption Permanent Changes Opening surplus adjustment		Opening Surplus	\$	\$	\$	\$ 545
				0	0	0	

SHIRE OF WICKEPIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 January 2021

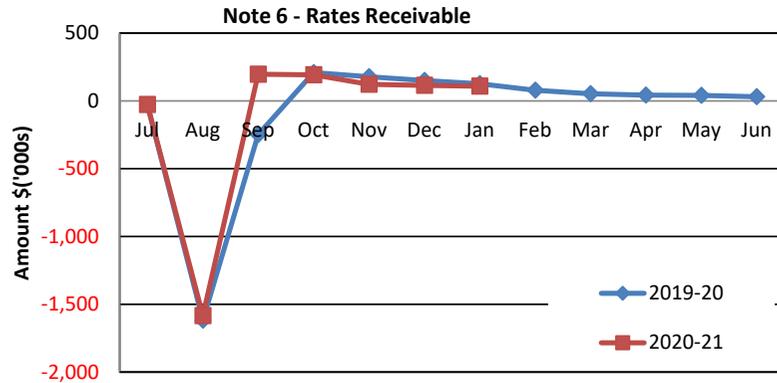
Note 6: RECEIVABLES

Receivables - Rates Receivable

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

Net Rates Collectable
 % Collected

	YTD 31 Jan 2021	30 June 2020
	\$	\$
Opening Arrears Previous Years	19,522	19,522
Levied this year	1,532,384	1,534,110
<u>Less</u> Collections to date	(1,456,435)	(1,519,102)
Equals Current Outstanding	95,471	34,530
Net Rates Collectable	95,471	34,530
% Collected	93.85%	97.78%



Comments/Notes - Receivables Rates

Receivables - General

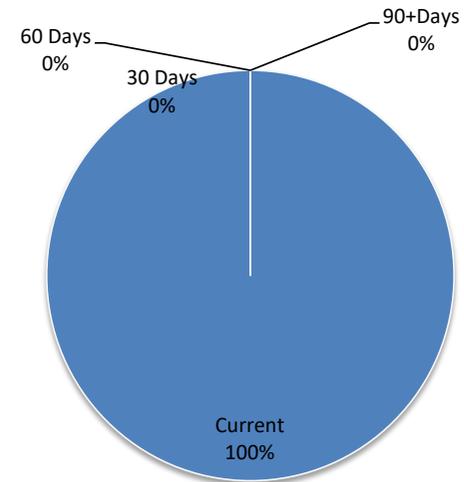
Receivables - General

Total Receivables General Outstanding

Amounts shown above include GST (where applicable)

	Current	30 Days	60 Days	90+Days
	\$	\$	\$	\$
Receivables - General	4,468	0	0	0
Total Receivables General Outstanding				4,468

Note 6 - Accounts Receivable (non-rates)



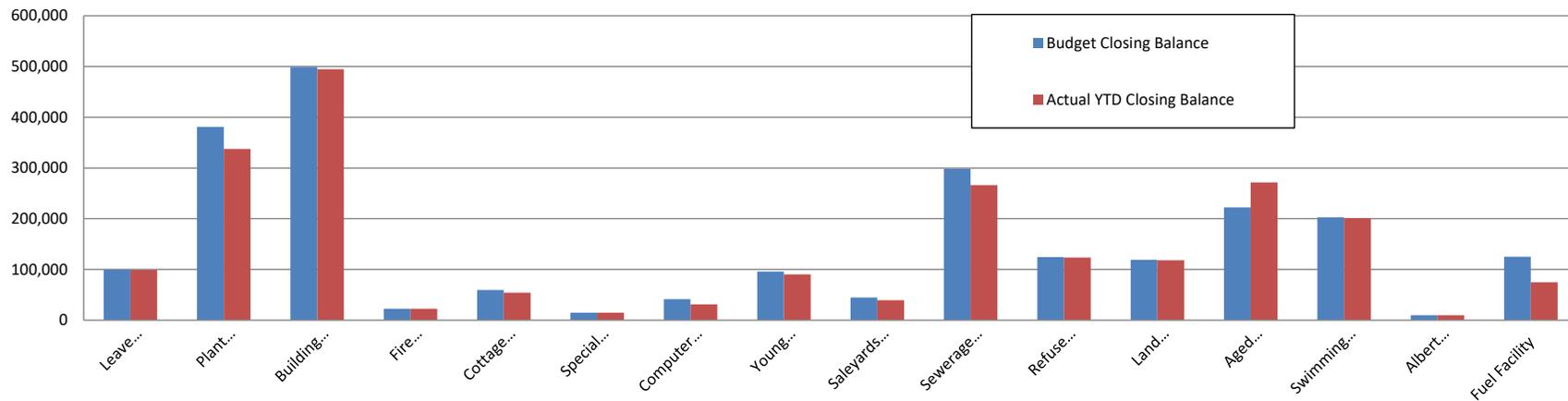
Comments/Notes - Receivables General

**SHIRE OF WICKEPIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 January 2021**

Note 7: Cash Backed Reserve

2020-21											
Name	Opening Balance	Budget Interest Earned	Actual Interest Earned	Budget Transfers In (+)	Actual Transfers In (+)	Budget Transfers Out (-)	Actual Transfers Out (-)	Transfer out Reference	Budget Closing Balance	Actual YTD Closing Balance	
	\$	\$	\$	\$	\$	\$	\$		\$	\$	
Leave Reserve	98,750.82	750.51							99,501	98,751	
Plant Replacement Reserve	337,503.91	2,565.03		41,000					381,069	337,504	
Building Reserve	494,855.68	3,760.90							498,617	494,856	
Fire Fighting Reserve	22,538.09	171.29							22,709	22,538	
Cottage Homes Reserve	54,160.40	411.62		5,000					59,572	54,160	
Special Events Reserve	14,828.34	112.70							14,941	14,828	
Computer Reserve	31,325.33	238.07		10,000					41,563	31,325	
Young Singles Accommodation Reserve	90,394.32	687.00		5,000					96,081	90,394	
Saleyards Reserve	39,544.13	300.54		5,000					44,845	39,544	
Sewerage Reserve	266,154.35	1,930.77		30,000					298,085	266,154	
Refuse Reserve	123,517.99	938.74							124,457	123,518	
Land Development Reserve	118,235.98	898.59							119,135	118,236	
Aged Persons Accommodation Reserve	271,588.81	2,064.07				51,321			222,332	271,589	
Swimming Pool Reserve	201,094.85	1,528.32							202,623	201,095	
Albert Facey Homestead Reserve	9,911.46	75.33							9,987	9,911	
Fuel Facility	74,488.05	566.11		50,000					125,054	74,488	
	2,248,893	17,000	0	146,000	0	51,321	0		2,360,571	2,248,893	

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



**SHIRE OF WICKEPIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 January 2021**

Note 8 CAPITAL DISPOSALS

Actual YTD Profit/(Loss) of Asset Disposal				Disposals	Amended Current Budget			Comments
Cost	Accum Depr	Proceeds	Profit (Loss)		YTD 31 01 2021			
					Amended Annual Budget Profit/(Loss)	Actual Profit/(Loss)	Variance	
\$	\$	\$	\$	\$	\$	\$		
				Plant and Equipment				
37,777	2,329	34,995	(454)	P0AJ Isuzu	4,052	(454)	(4,505)	
				0 Holden Colorado CEO	4,052	0	(4,052)	
				0 P2283 Toyota Forklift	2,000	0	(2,000)	
				0 P19955 Hino 300 Construction Dual Cab	4,400	0	(4,400)	
				0 P698 Hino Tip Truck - Gardeners	(13,200)	0	13,200	
				0 P468A Holden Colorado Tray Top Ute	(194)	0	194	
34,000	15,314	14,631	(4,055)	P632A Holden Colorado 4x4 Ute	(4,400)	(4,055)	345	
				Pfacey Toyota Hilux PFacey	(5,332)	0	5,332	
71,777	17,642	49,625	(4,509)		(8,623)	(4,509)	4,114	

Comments - Capital Disposal/Replacements

**SHIRE OF WICKEPIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 January 2021**

Note 9: RATING INFORMATION

RATE TYPE	Rate in \$	Number of Properties	Rateable Value \$	Rate Revenue \$	Interim Rates \$	Back Rates \$	Total Revenue \$	Amended Budget Rate Revenue \$	Amended Budget Interim Rate \$	Amended Budget Back Rate \$	Amended Budget Total Revenue \$
Differential General Rate											
GRV	0.073020	194	1,751,499	127,894	364	0	128,258	127,894			127,894
UV	0.008885	278	148,803,150	1,322,116			1,322,116	1,322,278			1,322,278
Sub-Totals		472	150,554,650	1,450,010	364	0	1,450,374	1,450,172	0	0	1,450,172
Minimum Payment	Minimum \$										
GRV	400.00	63	158,748	25,200			25,200	25,200			25,200
UV	400.00	14	325,246	5,600			5,600	6,000			6,000
Sub-Totals		77	483,994	30,800	0	0	30,800	31,200	0	0	31,200
Ex Gratia Rates							1,481,174				1,481,372
Discount							17,190				11,734
Rates Writeoffs							(135,718)				(128,450)
							(26)				(25)
Amount from General Rates							1,362,620				1,364,631
Specified Area Rates											
Totals							1,362,620				1,364,631

Comments - Rating Information

SHIRE OF WICKEPIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 January 2021

10. INFORMATION ON BORROWINGS

(a) Debenture Repayments

Particulars	Principal 1-Jul-19	New Loans	Principal Repayments		Principal Outstanding		Interest Repayments		Loan Completion Date
			Actual \$	Budget \$	Actual \$	Budget \$	Actual \$	Budget \$	
Loan 102 - WD Sports Club SS Greens	20,554		6,582	6,582	13,972	20,554	757	757	17/01/2023
Loan 103 -Staff House		408,000		25,892		414,018		7,378	2/12/2030
	20,554	408,000	6,582	32,474	13,972	434,572	757	8,135	

All debenture repayments were financed by general purpose revenue.

(b) New Debentures

No new debentures were raised during the reporting period.

SHIRE OF WICKEPIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 January 2021

Note 11: GRANTS AND CONTRIBUTIONS

Program/Details GL	Grant Provider	Approval	2020-21 Budget	Variations Additions (Deletions)			Recoup Status	
					Operating	Capital	Received	Not Received
		(Y/N)	\$	\$	\$	\$	\$	\$
GENERAL PURPOSE FUNDING								
Grants Commission - General	WALGGC	Y	514,217	0	514,217	0	260,991	253,226
Grants Commission - Roads	WALGGC	Y	224,978	0	224,978	0	115,968	109,010
LAW, ORDER, PUBLIC SAFETY								
FESA Grant - Operating Bush Fire Brigade	Dept. of Fire & Emergency Serv.	Y	35,363	0	35,363	0	28,388	6,975
0								
HOUSING								
WSAHA Grant	DPIRD	Y	13,158		13158		0	13,158
WSAHA Grant	DPIRD	Y	1,300,000			1,300,000	0	1,300,000
WSAHA Grant	DPIRD	Y	1,300,205			1,300,205	227,273	1,072,932
EDUCATION & WELFARE								
Albert Facey Tour		N	3,750		3,750	0		3,750
COMMUNITY AMENITIES								
Living Lakes Grant		Y		31,595	31,595		31,595	0
0								
RECREATION AND CULTURE								
0								
ECONOMIC SERVICES								
LRCI Funding		Y	363,866			363,866	165,403	198,463
TRANSPORT								
Roads To Recovery Grant - Cap	Roads to Recovery	Y	327,069	0	0	327,069	176,487	150,582
RRG Grants - Capital Projects	Regional Road Group	Y	244,500	0	0	244,500	191,593	52,907
Direct Grant - Maintenance	Dept. of Transport	Y	127,500	0	127,500	0	127,500	0
TOTALS			4,454,606	31,595	950,561	3,535,640	1,325,197	3,161,004
Operating	Operating		2,218,966				564,442	
Non-Operating	Non-operating		2,235,640				760,755	
			<u>4,454,606</u>				<u>1,325,197</u>	

SHIRE OF WICKEPIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 January 2021

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 20	Amount Received	Amount Paid	Closing Balance 31-Jan-21
	\$	\$	\$	\$
Housing Bonds	0.00	1,110.00	-1,110.00	0.00
Master Key Deposits	0.00	1,680.00	-1,680.00	0.00
Special Plates	0.00	0.00	0.00	0.00
Land Sales	0.00	0.00	0.00	0.00
Nomination Deposits	0.00	0.00	0.00	0.00
Building and BCITF	0.00	304.95	-304.95	0.00
Ram Pavillion	0.00	0.00	0.00	0.00
LCDC Landcare	0.00	0.00	0.00	0.00
Cat/Dog Trap Hire	50.00	50.00	-100.00	0.00
WDSC Replacement Greens	119,339.10	8,750.00	0.00	128,089.10
Miscellaneous Trust	6,374.66	1,124.00	-1,124.00	6,374.66
Yealering Bowling Club Greens	55,707.65	0.00	0.00	55,707.65
Licensing		159,164.40	-159,164.40	0.00
	181,471.41	172,183.35	-163,483.35	190,171.41

Level of Completion Indicators

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

SHIRE OF WICKEPIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 January 2021

Note 13: CAPITAL ACQUISITIONS

		31/01/2021					
		Annual Budget	Amended YTD Budget	YTD Actual	Variance (Under)/Over	YTD Actual (Renewal Exp)	Strategic Reference / Comment
Infrastructure Assets							
Land & Buildings							
Housing							
○	STAFF HOUSE	CSH12	(440,000)	(73,333)	(150)	(73,184)	
○	SMITH STREET FENCE	LHS11C	(4,700)	(4,700)	0	(4,700)	
○	RINTEL STREET FENCE	LHS1C	(24,000)	(24,000)	0	(24,000)	
	Housing Total		(468,700)	(102,033)	(150)	(101,884)	0
Other Housing							
○	CAPITAL EXPENSE - LIFESTYLE VILLAGE	3272	(1,351,526)	(675,763)	(136,730)	(539,033)	
	Other Housing Total		(1,351,526)	(675,763)	(136,730)	(539,033)	
Community Amenities							
○	Industrial Shed	CWBC1	(340,000)	0	0	0	0
	Community Amenities Total		(340,000)	0	0	0	
Recreation and Culture							
○	Wickepin Hall Reroof	CLPH1	(18,500)	(10,794)	0	(10,794)	
●	Yealering Hall - Ramp	CLPH2	(7,000)	(7,000)	(10,373)	3,373	
●	Yealering Golf Club	YGCC	(8,400)	(8,400)	(2,830)	(5,570)	
●	Yealering Bolwing Club - Eave repair	LYBC	(8,500)	(8,500)	(4,889)	(3,611)	
	Recreation And Culture Total		(42,400)	(34,694)	(18,092)	(16,602)	
Transport							
○	DEPOT - CAR PORT		(25,000)	(14,581)	(571)	(14,010)	
	Transport Total		(25,000)	(14,581)	(571)	(14,010)	
	Land and Buildings Total		(2,277,626)	(857,871)	(155,541)	(671,529)	0
Footpaths							
Transport							
○	FOOTPATHS	LFP1	(20,000)	(11,669)	0	(11,669)	
	Transport Total		(20,000)	(11,669)	0	(11,669)	0
	Footpaths Total		(20,000)	(11,669)	0	(11,669)	0
Plant , Equip. & Vehicles							
Governance							
○	CEO VEHICLE		(91,000)	(45,500)	(43,377)	(2,123)	0
	Governance Total		(91,000)	(45,500)	(43,377)	(2,123)	0
Transport							
○	Hino Truck	6034	(108,000)	0	0	(108,000)	0
○	Hino Tip Truck	6034	(63,000)	0	0	(63,000)	0
○	Toyota Forklift	6034	(55,000)	0	0	(55,000)	0
○	Colorado S/Cab Ute	6034	(42,000)	(42,000)	(36,659)	(5,341)	0
○	Colorado S/cab Ute	6034	(42,000)	0	0	(42,000)	0
○	Toyota Hilux Dual Cab	6034	(57,000)	0	0	(57,000)	0
○	High Pressure Cleaner	6034	0	0	(6,463)	6,463	0
○	Twindrum Roller	6034	(60,000)	0	0	(60,000)	0
○	Metro Counters	6034	(15,000)	(15,000)	(13,391)	(1,609)	0
	Transport Total		(442,000)	(57,000)	(56,513)	(385,487)	0
	Plant , Equip. & Vehicles Total		(533,000)	(102,500)	(99,889)	(387,611)	0
Infrastructure Other							
Community Amenity							
○	Card Swipe Wickepin Tip Gates	3824	(10,000)	(5,831)	0	5,831	
○	Relocation Waste Oil	3534	(14,000)	(8,169)	0	8,169	
	Community Amenity Total		(24,000)	(14,000)	0	5,831	0
Recreation and Culture							
○	PUMP & BORE - OVAL WATER	RETU	(30,000)	(17,500)	(3,400)	(26,600)	
○	WICKEPIN OVAL LIGHTS	WKLI	(35,000)	0	(286)	(34,714)	
○	SWIMMING POOL - EXPANSION JOINTS	LSP3	(70,000)	(40,831)	0	(70,000)	
○	HARRSMITH DAM	3988	(23,000)	(15,333)	0		
○	LIMESTONE WALL - TANKS WICKEPIN OVAL	WLC1	(8,000)	(8,000)	(1,882)	(6,118)	
	Recreation And Culture Total		(166,000)	(81,664)	(5,568)	(137,432)	0
Economic Services							
○	Standpipe Controllers	7104	(45,000)	(45,000)	0	(45,000)	0
	Economic Services Total		(45,000)	0	0	(45,000)	0
	Infrastructure Other Total		(124,000)	(65,864)	(5,568)	5,831	0
Roads							
Transport Regional Road Group							
○	Pingelly Wickepin Road	RG003	(366,200)	(213,619)	(97,984)	(268,216)	
○	Bin Road	RG086	(351,420)	(205,499)	(206,944)	(144,476)	0
	Regional Road Group Total		(717,620)	(419,118)	(304,928)	(412,692)	0
Transport Roads to Recovery							
○	84 Gate Road	R2R031	(57,190)	(33,362)	0	(33,362)	0
○	Toolibin North Road	R2R010	(80,470)	(46,942)	(4,800)	(42,142)	0
○	Tincurrin North Road	R2R011	(95,835)	(55,902)	0	(55,902)	0
○	Wickepin North Road	R2015	(119,480)	(69,699)	0	(69,699)	0
	Roads to Recovery Total		(352,975)	(205,905)	(4,800)	(201,105)	0
Council Resources Construction							
○	Fleay Road	C55	(44,755)	(26,110)	0	(26,110)	0
○	Malyalling Road	CO036	(46,455)	(27,097)	0	(27,097)	0
	Council Resources Construction Total		(91,210)	(53,207)	0	(53,207)	0
	Roads Total		(1,161,805)	(678,230)	(309,728)	(667,003,74)	0.00
○	Capital Expenditure Total		(4,177,431)	(1,715,135)	(570,728)	(1,731,981)	0

GOVERNANCE, AUDIT AND COMMUNITY SERVICES

10.2.03 – Development & Regulatory Services

Submission To:	Ordinary Council
Location / Address:	Whole Shire
Name of Applicant:	Azhar Awang, Executive Manager Development & Regulatory Services, Shire of Narrogin
File Reference:	CM.REP.2203
Author:	Azhar Awang, Executive Manager Development & Regulatory Services, Shire of Narrogin
Disclosure of any Interest:	Nil
Date of Report:	9 February 2021

Enclosure/Attachments: Nil

Summary:

The Shire of Narrogin's Department of Development and Regulatory Services as requested by the Shire of Wickepin has prepared the following report for the works undertaken in the months of December 2020 and January 2021, for council's consideration.

Background:

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

A monthly report is to be presented to the Shire of Wickepin from the Shire of Narrogin's Planning, Building and Environmental Health Services for the works undertaken during the months of December 2020 and January 2021.

Comments:

PLANNING OFFICER'S REPORT

Planning Approvals

Nil

Upcoming Council Agenda for December 2020

Nil

Referrals & Subdivision clearances

Nil

BUILDING SURVEYORS REPORT

There were (1) Building related projects for the month of November 2020

Building type	Building Permit no	Approval date	Unique property identifier	Lot number	Street number	Street name	Suburb name	Building work	Value	Owner's name	Builder's name
Building Permit	WK2021005	28/01/21			29	Johnston	Wickepin	4 x dwelling	1462962	Shire of Wickepin	Kbuilt Const

ENVIRONMENTAL HEALTH OFFICERS REPORT

- 1) The WA Government has announced that the *Closure and Restriction (Limit the Spread) Directions (No9)* became effective from 5 December 2020, with the current phase 4 Directions remaining in place at this stage. The current Directions No. 9 require all premises where people gather, especially if indoors and seated to record their contact details either on paper or by a QR (Quick Response) Code. This is in preparation for the state borders reopening and in preparation for a second wave of the virus;
- 2) Prepared the report to Australian Bureau of Statistics (ABS) for their Water Supply and Sewerage Services survey 2020 (WSSS) for the town of Wickepin;
- 3) Completed and submitted the report on Class exemption for small LG sewerage/non-potable water services to DWER; and provided comments to the Department of Health (DoH) on the application, by the Kaolin mine, for an apparatus for the treatment of sewage (septic tank application). It is estimated that the waste water system will generate quantities of effluent greater than 540 litres of waste water per day and as such the shire is unable to approve the application under the Health (treatment and Disposal of Effluent and Liquid Waste) Regulations 1974.

Statutory Environment:

- 1) Shire of Wickepin Local Planning Scheme No. 4
- 2) National Construction Code,
- 3) Building Act 2011
- 4) Building Regulations 2012
- 5) Food Act 2008 and Food Regulations 2009
- 6) Health (Miscellaneous Provisions) Act 1911 and Regulations under the Act
- 7) Public Health Act 2016

Policy Implications: Nil

Financial Implications:

The fore mentioned services are provided at a cost to the Shire of Wickepin and has been allocated in the 2020/2021 budget.

Strategic Implications:**GOAL 9: Our communities are engaged, have a healthy lifestyle and are safe**

SHORT TERM STRATEGY	MEDIUM TERM STRATEGY	POINT OF MEASUREMENT	10 YR OUTCOME
<p>9.10 Continue to help facilitate the best possible health and emergency services</p> <p>9.11 Continue to work with RoadWise and the Office of Road Safety on road safety awareness initiatives</p>	<p>9.12 Emergency service planning is coordinated and articulated</p> <p>9.13 Recruiting volunteers is a partnership approach between the Shire and emergency services</p>	<ul style="list-style-type: none"> - Number of emergency service volunteers are retained and increase - Number of Local Emergency Management Committee meetings held annually - Achievement of emergency service strategies Reduction in drink driving offences - No fatal road accidents in the Shire 	<p>Emergency and health services are retained</p> <p>We have no fatalities on our roads</p>
<p>9.14 Connect with local and regional Natural Resource Management organisations to determine how their priorities can benefit our communities and businesses</p>	<p>9.15 Partner with external bodies to protect natural flora and fauna</p> <p>9.16 Continue to provide weed and pest management</p>	<ul style="list-style-type: none"> - Invite Natural Resource Management organisations to present to Council - Amount of external funding attracted for natural resource management activities in our Shire 	<p>Our natural flora and fauna is protected</p>

GOAL 12: Our communities are informed via multiple channels at regular intervals

<p>12.1 Provide meaningful communications, that deliver information regularly and succinctly</p> <p>12.2 Promote Council Services and achievements</p>	<p>12.3 Continue to review our service standards by reviewing community feedback</p>	<ul style="list-style-type: none"> - Customer survey results demonstrate a high level of knowledge of Council operations 	<p>Our community understands the role of Council and the allocation of resources</p>
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Recommendations:

That council receives the report from the Shire of Narrogin's Department of Development & Regulatory Services for the months of December 2020 and January 2021.

Voting Requirements: Simple majority

GOVERNANCE, AUDIT AND COMMUNITY SERVICES

10.2.04 – Southwest Settlement Land Base Consultation

Submission To:	Ordinary Council
Location / Address:	Richter and Joyner Street, Wickepin
Name of Applicant:	Mark Hook, Chief Executive Officer
File Reference:	CP.A&D.505
Author:	Mark Hook, Chief Executive Officer
Disclosure of any Interest:	Nil
Date of Report:	10 February 2021

Enclosure/Attachments:

1. Annexure J – Noongar Based land strategy

Summary:

Council is being requested to advise the Department of Planning Lands and Heritage that it is not supportive of the transfer of the following land under the Southwest Native Title Settlement.

- 8 Joyner Street Wickepin WA 6370
- 4 Richter Street Wickepin WA 6370
- 12 Richter Street Wickepin WA 6370

Council is being requested to provide the following comments on the transfer of the land.

- Council is not supportive of the transfer of the land
- Council at this stage has no interest in the land
- Council has no existing or planned infrastructure within the land parcels that require protection
- Council is unaware that the land is subject to any mandatory connection to services
- Council has no future proposal for the land identified, the land is within the specified area of land set aside for industrial development for the future needs of Wickepin.
- Council is not aware of any future proposals for adjoining land that may affect the land identified.
- There are no proposed planning scheme amendments that may affect the zoning of this land
- There are no known land management issues

Background:

Council received the following email from Thanh Huynh, State Land Officer Agreements & Strategic Projects Department of Planning Lands and Heritage on the 20th January 2021

The State of Western Australia has committed to allocating up to 320,000 hectares of Crown land to the Noongar People to create the Noongar Land Estate, in accordance with the six registered Indigenous Land Use Agreements (ILUA) for the South West Native Title Settlement (the Settlement). The ILUAs were registered at the National Native Title Tribunal on 17 October 2018 and all necessary legal processes have now been concluded. As a result, conclusive registration of the ILUAs and the commencement of the Settlement will occur in early 2021. In the immediate future and over the 5 years of Implementation, the Department of Planning, Lands and Heritage will continue work to meet key ILUA

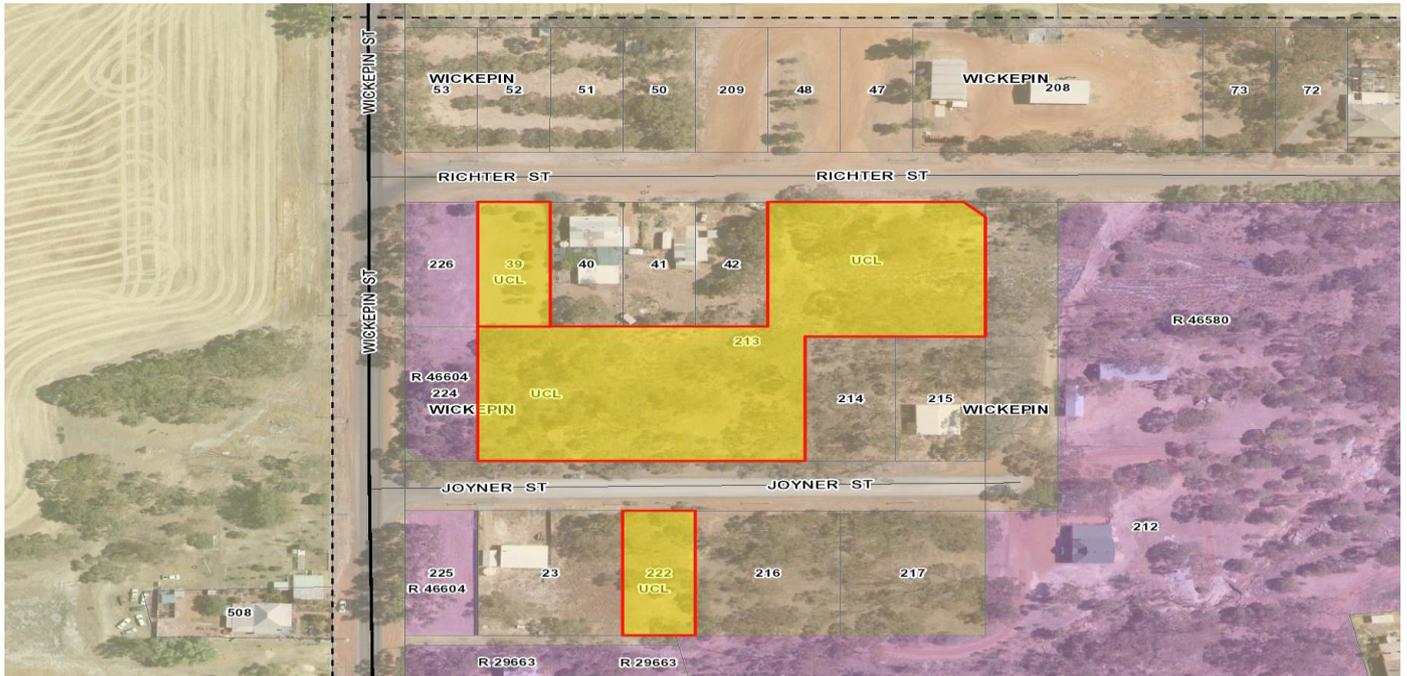
obligations in relation to the establishment of the Noongar Land Estate, in accordance with the Noongar Land Base Strategy (Annexure J to the ILUAs). The Noongar Land Base Strategy involves the identification and assessment of land parcels within the boundaries of the Settlement, for potential transfer to the future Noongar Boodja Trust. Part of the assessment process includes the referral of land parcels to relevant agencies for comment. Further information regarding the Settlement and the Noongar Land Estate and the Noongar Land Base Strategy can be found on the Department of the Premier and Cabinet Website via the following link: <https://www.wa.gov.au/organisation/department-of-the-premier-and-cabinet/south-west-native-title-settlement> Please find attached a spreadsheet comprising of land parcels identified for possible transfer. It would be appreciated if you could provide comments on each of the land parcels directly into the column labelled 'Referee Comments' in relation to the following:

- 1. Is the Shire supportive of the transfer of this land to the Noongar People under the Settlement?*
- 2. Does the Shire have any interest in the land?*
- 3. Does the Shire have existing or planned infrastructure within the land parcel that requires protection? If yes, please provide details and advise if access to this infrastructure will need to be maintained.*
- 4. Is the land parcel subject to any mandatory connection to services?*
- 5. Are any future proposals for the land identified? Please provide detail of what is proposed and in what timeframe?*
- 6. Are there any future proposals for adjoining land that may affect the land identified in the spreadsheet? If so, in what timeframe?*
- 7. Please advise of any proposed planning scheme amendments that may affect the zoning of this land at a State or Local government level. If a scheme amendment is to occur, what is the change proposed and when will it come into effect?*
- 8. Please advise of any known land management issues such as site contamination, hazards, debris or rubbish dumping, unauthorised land use and environmental considerations (such as inundation or similar site constraints).*
- 9. Please provide any additional comments on the proposed transfer of this land as part of the Settlement.*

Once you have considered the land identified, the South West Settlement Project team would be pleased to receive your comments by email to swsettlement@dplh.wa.gov.au . In accordance with the abovementioned Annexure J of the ILUAs, your advice is required to be returned within 40 days of receiving this email. As a result, please provide your comments by 18 March 2021. Should this timeframe not be achievable, please let me know as a matter of priority. Where no response is received from the Shire within the 40 day timeframe, this will be taken as having no comment on the land parcels referred.

Comments:

The land being requested is shown in yellow on the following map.



The land shown in the above map is as follows.

PIN	Lot Number	Survey Number	Street Address	Locality Suburb
981348	222	DP223207	8 JOYNER ST, WICKEPIN	WICKEPIN
981340	39	DP223207	4 RICHTER ST, WICKEPIN	WICKEPIN
1381440	213	DP218538	12 RICHTER ST, WICKEPIN	WICKEPIN

The land sits within the area Council has set aside for Industrial purposes under TPS 4 in the Wickepin Townsite

Council has limited land set aside for industrial type businesses in the Wickepin Townsite so this land needs to be protected to allow for possible future expansion of industrial type businesses in the Wickepin Townsite.

Statutory Environment:

- South West Native Title Settlement
- Noongar Land Estate
- Noongar Land Base Strategy

Policy Implications: Nil

Financial Implications: Nil

Strategic Implications: Nil

Recommendations:

1. That Council advise the Department of Planning Lands and Heritage that it is not supportive of the transfer of the following land under the Southwest Native Title Settlement.
 - 8 Joyner Street Wickepin WA 6370
 - 4 Richter Street Wickepin WA 6370
 - 12 Richter Street Wickepin WA 6370

2. That Council provide the following comments.
 - Council is not supportive of the transfer of the land
 - Council at this stage has no interest in the land
 - Council has no existing or planned infrastructure within the land parcels that require protection
 - Council is unaware that the land is subject to any mandatory connection to services
 - Council has no future proposal for the land identified, the land is within the specified area of land set aside for industrial development for the future needs of Wickepin.
 - Council is not aware of any future proposals for adjoining land that may affect the land identified.
 - There are no proposed planning scheme amendments that may affect the zoning of this land
 - There are no known land management issues

Voting Requirements: Simple majority

GOVERNANCE, AUDIT AND COMMUNITY SERVICES

10.2.05 – Saluting Their Service – Commemorative Grant

Submission To:	Ordinary Council
Location / Address:	Wickepin War Memorial
Name of Applicant:	Mark Hook, Chief Executive Officer
File Reference:	GS. PRG.1
Author:	Mark Hook, Chief Executive Officer
Disclosure of any Interest:	Nil
Date of Report:	10 February 2021

Enclosure/Attachments:

1. Signed Letter of Agreement
2. Grant Submitted

Summary:

Council is being requested to accept the letter of agreement from the Department of Veterans Affairs Saluting Their Service Commemorative grants Program – 2020-2021 as signed by the CEO.

Council is also being requested to budget \$33,978 in the 2021/2022 Budget Estimates for the Saluting Their Service project as outlined in the Department of Veterans Affairs Saluting Their Service Commemorative grants Program – 2020-2021.

Background:

Council passed the following recommendation at its Ordinary Meeting of Council held on the 18th March 2020.

Moved Cr Fran Allan / Seconded Cr Sarah Hyde

That it be recommended to council that council submit a grant application under the Saluting Their Services Commemorative Grant for the upgrade of the Wickepin War Memorial as outlined in Stefie Green's proposal.

Carried by Absolute Majority 7/0

Following is the Agenda item that went to the Townscape and Cultural Planning Committee on the 4th March 2020.

9.2 – Wickepin War Memorial Upgrade

Submission To:	Townscape
Location/Address:	Whole Shire
Name of Applicant:	Diana Blacklock – Community Development Officer
File Reference:	CM.PLA.404
Author:	Diana Blacklock – Community Development Officer
Disclosure of any Interest:	Nil
Date of Report:	27 February 2020

Enclosure/Attachments: Wickepin War Memorial Proposal from Stefie Green.

Summary:

Townscape are being requested to accept the proposal outlined in the report from Stefie Green to allow the names of WW1 and WW2 soldiers to be displayed at the Wickepin War Memorial to enable funding to be accessed via the Saluting their Services Commemorative Grants Program. The grant opened in November 2019 and applications close 31 March 2020.

Background:

Discussions have previously been held on updating the WW2 honour board currently hanging in the Wickepin Town hall entry.

Comments:

The Australian Government is inviting applications through an open competitive process to apply for grant funding during the 2019-20 financial year under the Saluting Their Service Commemorative Grants Program

The program aims to preserve Australia's wartime heritage and involve people around the nation in a wide range of projects and activities that highlight the service and sacrifice of Australia's service personnel in wars, conflicts and peace operations. Projects and activities should promote appreciation and understanding of the experiences of service and the roles that those who served have played in shaping the nation.

There are two categories of grants available under the program:

1. Community Grants (STS-CG)

Grants to a maximum of \$10,000 are available for local, community-based projects and activities.

2. Major Grants (STS-MG)

Grants between \$10,001 and \$150,000 are available for major commemorative projects and activities that are significant from a national, state, territory and/or regional perspective.

Stefie has discussed this matter with council's CDO Diana Blacklock and has forwarded following proposal to the CDO:

I have been to the war memorial and taken some photos of the area to get an idea where the names of Wickepin's soldiers could be displayed, to enhance the current war memorial.

I do not believe the obelisk is a suitable place to attach plaques. There is not enough space on it to accommodate 267 WW1 and 244 WW2 and beyond soldiers. So I looked for alternate places and believe I have come up with a solution that fits into the existing design of the area and is also aesthetically pleasing.

As previously discussed, the biggest challenge will be the display of the WW2 and beyond names on account of 7 soldiers still not identified. Since the existing memorial board does not distinguish the conflicts, I am unable to ascertain if the unidentified soldiers served in WW2, Korea, Malaya, Vietnam or other conflicts. Therefore I am open to ideas on how to display their names. For the remaining 237 soldiers I would

like them to be separately displayed, which means 215 for WW2, 3 for Korea, 6 for Vietnam and 15 for other conflicts (including Malaya). Please note that the numbers will not add up, as some soldiers served in more than one conflict. There are also two names on the existing board, which are incorrectly listed, as one was a police officer and the other served with the British Army. A decision will need to be made, if they should be on the new memorial.

In regards to the WW1 soldiers, there are 4 who enlisted but did not see active service and 1 who served with the British Army. A decision will need to be made, if they should be on the new memorial.

Council has not allocated any monies to this project in the 2019/2020 budget estimates but project would be eligible under the Saluting Their Services Grant.

Unfortunately council has not been given a reasonable amount of time to undertake the grant application but the CDO feels as though this is a worthwhile project and fits within all the other projects undertaken at the Wickepin War Memorial.

Statutory Environment: Nil

Policy Implications: Nil

Financial Implications:

There have been no costings received on the total cost of this project.

Strategic Implications:

This project is not listed within council's 2018 Community Strategic Plan.

Recommendation:

1. *That the Townscape and Cultural Planning Committee endorse the upgrade of the Wickepin War Memorial as outlined in Stefie Green's proposal.*
2. *That it be recommended to council that council submit a grant application under the Saluting Their Services Commemorative Grant for the upgrade of the Wickepin War Memorial as outlined in Stefie Green's proposal.*

Voting Requirements: Absolute majority

Moved Cr Allan Lansdell / Seconded Cr Sarah Hyde

That the Townscape and Cultural Planning Committee endorse the upgrade of the Wickepin War Memorial as outlined in Stefie Green's proposal.

Carried by Absolute Majority 7/0

Moved Cr Fran Allan / Seconded Cr Sarah Hyde

That it be recommended to council that council submit a grant application under the Saluting Their Services Commemorative Grant for the upgrade of the Wickepin War Memorial as outlined in Stefie Green's proposal.

Carried by Absolute Majority 7/0

Comments:

Councils previous CDO Michelle Hetherington in conjunction with Mrs Stefie Green, made an application under the Department of Veterans Affairs Saluting Their Service Commemorative grants Program – 2020-2021 for \$33,978 to undertake a project at the Wickepin War Memorial as outlined in the attached grant submission.

Council has been advised that the grant was only successful for \$10,000 and not the full \$33,978 as per the following letter received from the Hon Darren Chester MP Minister for Veteran Affairs.

**The Hon Darren Chester MP**

Minister for Veterans' Affairs
Minister for Defence Personnel

24 DEC 2020

MS20-000422

Ms Michelle Hetherington
Development Officer
Shire of Wickepin
PO Box 19
WICKEPIN WA 6370

Dear Ms Hetherington

I am pleased to advise that I have approved a grant of \$10,000 under the *Saluting Their Service* Commemorative Grants Program (the Program) to the Shire of Wickepin. This grant is to complete the final stage of the establishment of the Wickepin memorial park.

A deduction of \$23,978 has been made from the amount sought because the project was considered a Community Grant, and is therefore only eligible for a maximum of \$10,000.

The Community Grants Hub (the Hub) is managing grants for the Department of Veterans' Affairs (DVA). The Hub will contact you to provide further details, and will provide you with a Letter of Offer your signature. If you have any questions regarding this grant offer, please contact the Hub on 1800 020 283 or support@communitygrants.gov.au (quoting submission reference 8Y5VW3N4)

The recent COVID-19 (coronavirus) pandemic has had a devastating impact on many local communities. If your organisation or suppliers have been impacted and you think it may affect your ability to complete the grant project, please contact DVA's Commemorative Grants team on (02) 6120 8196 for assistance.

I wish you every success with this project.

Yours sincerely

A handwritten signature in blue ink, appearing to be 'Darren Chester', written over a circular stamp or watermark.

DARREN CHESTER

Councils CEO had to sign the agreement letter within 15 days of the Receipt of the offer.

Council may still reject or return the \$10,000 if it does not wish to proceed with this project.

If Council wishes to proceed with this project it will need to budget \$33,978 in the 2021/2022 Budget Estimates for this project.

The \$10,000 received will be carried forward as restricted funds under contracts liabilities in the 2020/2021 Annual Statements this will leave a short fund of only \$23,978 to complete the project.

Statutory Environment: *Local Government Act 1995*

Policy Implications: Nil

Financial Implications:

Cost of the project is \$33,978, a grant of \$10,000 has been received from the Department of Veterans Affairs Saluting Their Service Commemorative grants Program – 2020-2021 leaving a balance of \$23,978 to be funded from the 2021/2022 Budget.

Strategic Implications:

Fits within Goals 2 and 4 of the Shire of Wickepin Community Plan 2018/2028.

infrastructure

GOAL 2: Improve the amenities and aesthetics along the main street of townsites

SHORT TERM STRATEGY	MEDIUM TERM STRATEGY	POINT OF MEASUREMENT	10 YR OUTCOME
2.1 Annual stocktake of existing parks and gardens across the Shire 2.2 Established local groups are engaged in redesigning the current park and garden at the western end of the main street of Wickepin 2.3 Develop a Wickepin Playground Plan	2.4 Council continues to try to engage to improve the agricultural display along the main street of Wickepin 2.5 Playgrounds are updated 2.6 Parks and gardens across the Shire are maintained and continually enhanced 2.7 Garden staff are informed, equipped and resourced	<ul style="list-style-type: none"> - Annual parks and garden audit is completed and discussed at Council - Increase in the number of visitors who stop and use the main street playground 	The community is engaged in the activation and maintenance of our open spaces

infrastructure

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

SHORT TERM STRATEGY	MEDIUM TERM STRATEGY	POINT OF MEASUREMENT	10 YR OUTCOME
4.1 Asset Management Plan is developed and adopted 4.2 Encourage greater usage of current Shire owned facilities	4.3 Asset Management Plan is reviewed 4.4 Support the improvement and maintenance of assets in a strategic manner	<ul style="list-style-type: none"> - Level of facility usage is maintained and increases - Level of community investment into facilities and equipment 	Asset maintenance and preservation is in line with community needs and Shire financial resources

Recommendations:

1. That Council authorise the CEO signing the letter of agreement for the Department of Veterans Affairs Saluting Their Service Commemorative grants Program – 2020-2021.
2. That Council budget \$33,978 in the 2021/2022 Budget Estimates for the Saluting Their Service project as outlined in the Department of Veterans Affairs Saluting Their Service Commemorative grants Program – 2020-2021 at the Wickepin War Memorial.

Voting Requirements: Simple majority

GOVERNANCE, AUDIT AND COMMUNITY SERVICES

10.2.06 – Appointment of Authorised Officers

Submission To:	Ordinary Council
Location / Address:	Whole Shire
Name of Applicant:	Mark Hook, Chief Executive Officer
File Reference:	LE.LL.1817
Author:	Mark Hook, Chief Executive Officer
Disclosure of any Interest:	Nil
Date of Report:	10 February 2021

Enclosure/Attachments: Nil

Summary:

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

Background:

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

Comments:

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

Resolution No 180320-11

Moved Cr Allan / Seconded Cr N Astbury

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

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

Authorised officer under the Cat Act 2011;

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

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

Local Government Act 1995 (as amended)

Local Government Act (Miscellaneous Provisions Act 1960)

Bush Fires Act 1954 (as amended)

Dog Act 1976 (as amended)

Litter Act 1979 (as amended)

Cat Act 2011

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

Bush Fires Act 1954 (as amended)

Dog Act 1976 (as amended)

Litter Act 1979 (as amended)

Cat Act 2011

2. That all previous appointments be cancelled.

Carried 8/0

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

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

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

Authorised officer under the Cat Act 2011;

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

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

Local Government Act 1995 (as amended)

Local Government Act (Miscellaneous Provisions Act 1960)

Bush Fires Act 1954 (as amended)

Dog Act 1976 (as amended)

Litter Act 1979 (as amended)

Cat Act 2011

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

Bush Fires Act 1954 (as amended)

Dog Act 1976 (as amended)

Litter Act 1979 (as amended)

Cat Act 2011

2. *That all previous appointments be cancelled.*

Statutory Environment:

Authorised Person under the *Local Government Act 1995 as Amended*.

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

Authorised Person under the Litter Act 1979

26. *Authorised officers, appointment and jurisdiction of etc.*

(1) *For the purposes of this Act an authorised officer is —*

(a) *any member of the Police Force;*

(b) *any person appointed as such pursuant to subsection (2) within the area of jurisdiction entrusted to him by the appointment;*

(c) *within the district of a local government, any person who is —*

(i) *a member of the council of the local government; or*

(ii) *an employee of the local government; or*

(iii) *an honorary inspector appointed by the local government under section 27AA.*

Authorised Person under the Bush Fires Act 1954

14B. *Powers of authorised persons during authorised periods*

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

Authorised person under the Cat Act 2011

Division 3 — Authorised persons

Subdivision 1 — Appointment of authorised persons

48. *Authorised persons*

(1) *A local government may, in writing, appoint persons or classes of persons to be authorised for the purposes of performing particular functions under this Act.*

(2) *A person who is not an employee of a local government cannot be appointed to be an authorised person for the purposes of section 62.*

- (3) *An authorisation under this section may be made on such conditions as the local government determines, in writing given to the authorised person.*
- (4) *The local government may, in writing given to the authorised person, at any time, cancel an authorisation under this section or add, vary or cancel a condition of an authorisation.*
- (5) *The local government is to issue to each authorised person appointed under subsection (1) a certificate stating that the person is an authorised person for the purposes of this Act.*
- (6) *An authorised person appointed under subsection (1) must —*
- (a) *carry the certificate at all times when exercising powers or performing functions as an authorised person; and*
- (b) *produce for inspection the certificate at the reasonable request of any person; and*
- (c) *if he or she ceases to be an authorised person, return the certificate to the local government as soon as is practicable.*

Penalty: a fine of \$5 000.

Dog Act 1976

3. *Interpretation*

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

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

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

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

Policy Implications: Nil

Financial Implications: Nil

Strategic Implications: Nil

Recommendations:

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

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

Authorised officer under the Cat Act 2011;

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

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

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Bush Fires Act 1954 (as amended)

Dog Act 1976 (as amended)

Litter Act 1979 (as amended)

Cat Act 2011

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

Bush Fires Act 1954 (as amended)

Dog Act 1976 (as amended)

Litter Act 1979 (as amended)

Cat Act 2011

2. That all previous appointments be cancelled.

Voting Requirements: Simple majority.

GOVERNANCE, AUDIT AND COMMUNITY SERVICES**11. President's Report**

Submission To:	Ordinary Council
Location/Address:	Whole Shire
Name of Applicant:	Julie Russell, President
File Reference:	GO.COU.5
Author:	Julie Russell, President
Disclosure of any Interest:	Nil
Date of Report:	February 2021

Recommendations:

That council note the President's report dated February 2021.

Voting Requirements: Simple majority

12. Chief Executive Officer's Report

Submission To:	Ordinary Council
Location/Address:	Whole Shire
Name of Applicant:	Mark Hook, Chief Executive Officer
File Reference:	CM.REP.2
Author:	Mark Hook, Chief Executive Officer
Disclosure of any Interest:	Nil
Date of Report:	10 February 2021

Staff Housing

The contract with Modular has been signed and the house is under construction, below are photos of the house in Perth.



Aged Units

KBuilt should be starting construction on the aged units by the end of February we are waiting on their insurance papers to sign off on the Building Permit once this is sorted they will commence construction. The CEO has an onsite meeting with them on the 15th or 16th February 2020.

Covid 19

From 6:00pm on 5 February 2021 until 12:01am on 14 February 2021, all persons who live in the Perth and Peel regions are subject to certain restrictions and requirements. All travel between the Perth and Peel regions and the rest of WA is prohibited, subject to certain exceptions.

Under these directions, the following activities are prohibited:

- Private gatherings with more than 20 persons, unless the activity takes place at a "schedule 1 place";
- Weddings, funerals and sporting activities with more than 150 people;
- Beauty therapy services, unless 1.5 metres distancing is maintained between each person; and
- Dancing, except at a dance studio, wedding reception or professional performance.

A schedule 1 place includes, amongst other places, a bar, gym, entertainment venue, restaurant or café, place of worship, beauty parlour or salon, play centre, recreation facility, swimming pool and the Perth Zoo. Provided that a schedule 1 place complies with the re-opening requirements set out in the directions, a

schedule 1 place may serve food or drink to seated patrons and hold gatherings with up to 150 patrons. The 4 square metre rule applies. Under the directions, a casino or nightclub will remain closed to the public. Persons in the Perth/Peel region must wear a face covering at all times while they are outside the place where they ordinarily reside, subject to certain exceptions, including where the person is attending school as a year 6 student or below, engaged in strenuous or vigorous exercise, consuming food or drink or travelling in a vehicle where they are the sole occupant of the vehicle.

Local governments in the Perth metropolitan area and the Peel region are to be aware of the following key conditions:

- Wearing a mask when in public and while at work, unless exempt or for vigorous outdoor exercise.
- All businesses can reopen, except for the casino and nightclubs.
- 4 square metre capacity rule in place for businesses and venues, up to a maximum of 150.
- 150-person capacity at all events including weddings, funerals and community sport.
- Seated service only at hospitality venues.
- Dancing only permitted at weddings and dance studios.
- 20-person limit for private indoor and outdoor gatherings.
- Visits to aged care and disability care facilities restricted to compassionate grounds.
- Residential school and boarding facilities can resume with a COVID Safety Plan.
- Only essential travel permitted in and out of the Perth and Peel regions to other parts of WA.

People who need to leave the Perth and Peel region for essential purposes must always wear a mask in other regions of WA, as per the rules in place for Perth and Peel.

If you have been in the Perth/Peel region and then go to a place outside of the Perth/Peel region then you must wear a mask even after you are outside the Perth/Peel region.

FIFO workers will once again be able to leave the Perth and Peel regions, but documentation will be required, and they must follow strict health protocols. Local governments in the South West are to be aware that the region returns to pre-lockdown conditions.

Pre-lockdown requirements for the entire State still remain in place, including:

- WA's controlled interstate border arrangements
- mandatory contact registers for most WA businesses and venues
- capacity restrictions for major venues
- restrictions on travel to remote Aboriginal communities.

Local governments are reminded that COVID-19 amendments that allow full or partial electronic meetings remain in effect while we are still under a State of Emergency.

Staff

The CEO has only received one application for the CDO position and will be interviewing for the position in the next week. If the applicant is not suitable the CEO will readvertise the position. Council may need to discuss the CDO being a full time position during the 2021/2022 Budget Deliberations.

The CEO has accepted the resignation from Mr Andrew McColl as Council Maintenance person and he will be leaving council's employment on Friday 12th February 2021. The position of Maintenance person will be filled internally and the CEO has advertised for a General Plant Operator for the Construction Crew.

Budget Items

Work will be commencing on the 2021/2022 Budget soon so please start forwarding any budget requests to the CEO.

MEETINGS ATTENDED

December 2020	
22 nd	DFES - FCO Training
February 2021	
3 rd	Lifestyle Committee Meeting
8 th	Albert Facey Homestead Committee Meeting

DELEGATIONS

No.	Delegation Name	Delegation To	Delegation Exercised	When Exercised	Persons Affected
A1	Cheque Signing and Account Authorisation	CEO	Payment of Accounts Refer to FM report item 10.2.01 List of Accounts		CEO, FM
A2	Septic Tank Application Approvals	EHO			
A3	Building Approvals	BO	KBuilt Construction	18/01/2021	CEO
A4	Road Side Advertising	CEO			
A5	Application for Planning Consent	CEO		11/02/2021	CEO
A6	Appointment and Termination of Staff	CEO	Resignation of Mr Andrew McColl	29/01/2021	CEO
A7	Rates Recovery – Instalment Payments	CEO			
A8	Issue of Orders	CEO			
A9	Legal Advice	CEO			
A10	Permits to Use Explosives	CEO			
A11	Street Stalls	CEO	Wickepin Junior Cricket Club	10/02/2021	CEO
A12	Liquor Consumption on Shire Owned Property	CEO	WCC - Ty Miller WCC - Wickepin Primary School P&C	04/01/2021 16/12/2021	CEO
A13	Hire of Community	CEO	WCC - Ty Miller WCC – Facey Group	04/01/2021 04/01/2021	CEO

	Halls / Community Centre		WCC – Regional Road Group WCC – Body Pump Class WCC – Fit Pursuit WCC – Lincoln Accountants Seminar WCC – 2021 State Election WCC – Wickepin Netball Club WCC – St John Ambulance WCC – Wickepin Netball Club WCC – Wickepin School WCC – CRC	07/01/2021 08/01/2021 08/01/2021 15/01/2021 15/01/2021 01/02/2021 02/02/2021 05/02/2021 08/02/2021 10/02/2021	
A14	The Food Act 2008 and the Food Regulations 2009	CEO			
A15	The Public Health Act 2016	CEO			

Recommendations:

That Council note the Chief Executive Officer's report dated 10 December 2021.

Voting Requirements:

Simple majority

13. Notice of Motions for the Following Meeting

14. Reports and Information

15. Urgent Business

16. Closure

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