



A Fortunate Place

Shire of Wickepin

Agenda

Ordinary Meeting of Council

Council Chambers, Wickepin

21 APRIL 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 21 April 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

16 April 2021

Time Table

| | |
|---------|---------------------------------------------------------|
| 10.30am | Morning Tea – John Phillips & Councillors CEO Review |
| 12.30pm | Lunch |
| 1.30pm | Forum |
| 3.00pm | Afternoon Tea |
| 3.30pm | Ordinary Council Meeting |

Disclaimer

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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 21 April 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 | Sarah Hyde |
| 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)

| | |
|------------|----------------|
| Councillor | Nathan Astbury |
| Councillor | Fran Allan |

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 17 March 2021.

Moved / Seconded

That the minutes of the Ordinary meeting of council held on Wednesday 17 March 2021 be confirmed as a true and correct record.

Carried /

7. Receival of Minutes

RECEIVAL OF MINUTES

7.1 – Bush Fire Control Officers

| | |
|------------------------------------|----------------------------------------------|
| Submission To: | Ordinary Council |
| Location/Address: | Whole Shire |
| Name of Applicant: | Mel Martin, Executive Support Officer |
| File Reference: | ES.MEE.904 |
| Author: | Mel Martin, Executive Support Officer |
| Disclosure of any Interest: | Nil |
| Date of Report: | 1 April 2021 |

Enclosure/Attachments:

Minutes of the Bush Fire Control Officer's Committee Meeting held on Tuesday 23 March 2021.

Background:

The Bush Fire Control Officer's Committee meeting was held on Tuesday 23 March 2021.

Summary:

Council is being requested to receive the Bush Fire Control Offer's Committee meeting minutes held on Tuesday 23 March 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 of the Bush Fire Control Officer's Committee meeting held on Tuesday 23 March 2021 be received.

Voting Requirements: Simple majority



A Fortunate Place

Shire of Wickepin

Minutes

Bush Fire Control Officer's Meeting

Council Chambers, Wickepin

23 March 2021

**Minutes of a Bush Fire Control Officer's Meeting held in Council Chambers, Wickepin
Tuesday 23 March, 2021 at 7.00pm**

The CBFCO declared the meeting open at 7.02pm.

1. Attendance

| | |
|-------------------------------------------|--------------------------------------------------------------------------------------------------------------|
| Chief Bush Fire Control Officer | Roger Butler |
| Deputy Chief Bush Fire Control Officer | Trevor Leeson |
| Fire Control Officers | Tim Heffernan Phil Russell Daniel White Steve Rose Wes Astbury Trevor Leeson Luke Lansdell |
| Chief Executive Officer | Mark J Hook |
| Manager of Works | Gary Rasmussen |
| Department of Fire and Emergency Services | Grant Hansen |

Apologies

| | |
|--------------------------|-------------------|
| Wickepin Police Sergeant | Phil Huggins |
| Fire Control Officer | Gordon Mc Dougall |

2. Minutes of Previous Meeting

2.1 Confirmation of Minutes – Meeting 28 July 2020.

Moved Daniel White / Seconded Trevor Leeson

That the minutes of the Fire Control Officer's meeting held 28 July 2020 be confirmed as a true and accurate record.

Carried

3. Business Arising From Minutes

Nil

4. General Business

CEO advised that Luke Lansdell has passed the FCO course.

Trevor Leeson raised the issue of the Total Fire Bans being put on the SMS text system.

Discussion was held on the requirements for the Kaolin Mine when a Harvest and Movement ban has been put in place.

Note - Grant Hansen from DFES to research the requirements for the Kaolin Mine under a harvest and vehicle movement ban.

Discussion was held regarding the placing of fire bans and had FCO's received any complaints over the year.

Trevor Leeson raised the issue under the current Council Fire Break order for the following as the minimum capacity should be 600 litres.

That from the 15th October all harvesting and baling (including cutting and raking) operations, there shall be an operational mobile engine powered firefighting unit with a minimum capacity of 400 litres of water located in or immediately adjacent to the paddock being harvested and/or baled. The responsibility to supply the firefighting unit is that of the landowner/occupier.

It was felt that the minimum firefighting capacity should be 1200 litres with a minimum 600 litres on a mobile unit

Note - Grant Hansen from DFES to advise of the correct wording for the change to the 2021/2022 Fire Break Order.

4.1 Chief Bushfire Control Officer's Report

Thanks to all the FCOs for another season of volunteering and fire and permit management.

Congratulations to Steve Rose on 40 years of dedicated service as an FCO. Steve has been diligent in this role and has rarely missed a call up in my time. I have appreciated his support and wisdom in fire management. Steve is cool in a crisis and a great communicator. Thank you, Steve.

Noted Fires for the 2020/21 Season

Hassell Fire Cuballing Shire 28/11/2020 - A large fire in difficult, hilly country started by a header in lupin stubble. It was well represented by volunteers from the Wickepin shire. There was an issue with people leaving the fire ground as they were not deployed to jobs and seemed to regard themselves as finished. They were not. Aerial bombers were requested by attending FCOs but not deployed.

Bayley Fire Tincurrin 29/11/2020 - Large fire approx 60Ha burnt mainly stubble. Started by a header. Issues noted: very heavy windrows, a 60 foot header front very difficult to extinguish. Wickepin shire water tanker requested but no staff available to be deployed due to weekend. Phillip Russell attended with shire water tanker. Phillip has subsequently been inducted and given permission to take the shire tanker as required. Fire entered bush which burnt for several days. The fire was attended by many personnel from both Wickepin and surrounding shires. Two backburns were conducted successfully. Two aerial bombers attended as a training run.

Matthews/Fortini 8/12/2020 - Ignition point at small on farm disused rubbish tip in bush. Actual ignition unknown. Small backburn was conducted to contain fire. Fire was believed to be safe.

Matthews/Fortini 10/12/2020 - Re ignition on a windy day with a strong southerly wind. This burnt approx 60Ha stubble, crop and bush. The fire was well attended by volunteers. A request for shire equipment was made for a front end loader and grader however due to the Merino Fours Bowls Day there were no personnel available to dispatch or operate the equipment. Tim Fleay provided his own FEL and Tim Heffernan and Peter Bird provided their graders. As Chief and FCO in charge I requested a Spot Weather Report from Paul Dennison DFES from the fire ground to assist in backburn placement. I was advised 30 minutes to be emailed to my phone and I'm still waiting for it to this day. Weather apps were used to gauge the predicted 180 degree wind change. A difficult backburn was placed on the southwest side of the fire using FEL and graders and copious amounts of water and fire appliances. This burn took approximately 2 hours to complete, commencing at around 6pm. This is by far the scariest backburn I have known with

30km/hr wind blowing directly towards very flammable material on a disused road only meters away from the fire. Back burn was conducted successfully which made the fire ground safe as the predicted wind change occurred. Good communication with the troops ensured there was adequate cover both during the fire and the mop up afterwards.

10/2/2021 Williams Kondinin Rd Car Fire - East Wickepin approx 5km from town. Town Brigade and shire attended. Fire extinguished promptly. Contained predominantly to the car and side of road.

4.2 General Discussion

Tim Heffernan raised the issue of the DCEO and Manager Works not be contactable during the Mathews/ Fortini fire and being unable to mobilise council plant to the fire.

CEO advised it was unfortunate that they were uncontactable and every effort is made to be contactable during the fire season. The CEO advised the meeting that the CEO and Manager of Works were talking to an FCO on the day of the fire who advised everything was ok and they were not required. The Shire cannot always be relied on to supply plant or the personnel when required, but every endeavour is made to provide plant and personnel when requested by the CBFCO or an FCO.

The CEO advised that all fires need to be listed with DFES for an incident number to be raised so if in the event Council cannot supply the required plant DFES may authorise contract plant to be used. The CEO advised that if the CEO, DCEO or the Manager of Works is uncontactable the CBFCO may request local plant operators directly and advise the CEO or DCEO of the use of the equipment as soon as possible.

The CEO raised the issue of the Yealering Water Supply not having fire hydrants when the power goes off. The CEO has contacted the Water Corporation regarding this issue and their reply has been that they cannot guarantee a water supply during power outages or during bushfire events. They have also advised that they have no intention of rectifying this issue in the Yealering townsite. The CEO has spoken to Simon Vogel at DFES Narrogin to see if they are able progress this issue as a matter of urgency, as a constant water supply is required for fighting bushfires in regional areas. In relation to the supply of water for firefighting in Yealering there are three large water tanks at CBH that are available during a bush fire.

5. Closure

There being no further business CBFCO Roger Butler declared the meeting closed at 8.40 pm.

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. | ○ ○ | |
| 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. | ○ | |
| 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. | ○ | Ordered. |
| 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. | ○ | Letters sent to interested parties within the community 05/01/2021. |
| 1135–170321-05 | Tender RFT 4 2020/2021 Construction Wogolin Road Recreation Area | CEO | 1. That Council fund the cost of the RFT 4 2020/2021 Construction Wogolin Road Recreation Area with the following funds: ·Department of Infrastructure Transport | ✓ | Successful and unsuccessful letters sent 23/03/2021. |

| | | | | | |
|---------------------|-------------------------------------|-----|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---|----------------------------------------------------------------------------------------|
| | | | <p>Regional Development LRCI Program Funds Stage 1 \$340,000 Stage 2 \$261,359 ·\$50,000 allocated in the 2020/2021 budget under 5632 Townscape Projects –Main Street Playground. ·\$25,620 from the \$114,00 allocated in the 2020/2021 Budget under LCP1 Wickepin Caravan Park and Accommodation Units for the Design and Construct Caravan Park units. 2. That Council accept the tender from Nature Play for Stage 1 and Stage 2a of the Wogolin Road Recreation Area.</p> | | |
| 1136-170321 - 06 | Wickepin/Harrismith Road Culvert | CEO | That Council undertake a hydrological assessment to be undertaken by an independent consultant to recommend what culverts and works are required for a 1 in 10 year flood, 1 in 50 year flood and 1 in 100 year flood event on the Wickepin Harrismith Rd at SLK 5.92. | ○ | Email sent 26/03/2021 to Steffen Schulz – South Consultant Pty Ltd. Awaiting response. |
| 1137-170321 - 07 | Lake Yealering Regatta 2021 | CEO | That Council give a Community Grant of \$1,500 under the 2020/2021 Budget Allocations to the Lake Yealering Progress Association as Lake Level Sponsorship to the Lake Yealering Regatta Committee's Lake Yealering Regatta to be held on 9 October 2021. | ✓ | Approval letter sent 30/03/2021. |
| 1138-170321- 08 | Waste Oil | CEO | That Council move the existing waste oil facilities to the area outside the Wickepin Recycling Yard | ✓ | MWS to complete within the month of April. |

| | | | | | |
|------------------|-------------------------------------------------------------------------------------------------------------------|-----|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------|---------------------------------------------------------------------------------------------------------------------------|
| | | | and inside the Wickepin Sheep Sale Yards | | |
| 1139-170321 - 12 | Application For Planning Consent: Telecommunications Infrastructure At Lot 12513 (No. 223) Watt Road, Wickepin | CEO | That with respect to the planning application for the proposed Telecommunications Infrastructure at Lot 12513 (No. 223) Watt Road, Wickepin, Council grant planning approval subject to a number of conditions. | ✓ | Email sent to Planning Officer 30/01/2021 advising of Councils decision. Letter of approval sent to applicant 01/04/2021. |
| 1140-170321 - 13 | Governance, Audit & Community Services Committee Recommendations | CEO | That council adopts the Annual Compliance Audit Return for the year 1 January 2020 to 31 December 2020 and forward the signed completed Compliance Audit Return to the Executive Director of the Department of Local Government by the due date being 31 March 2021. | ✓ | Completed |
| 1141-170321 - 14 | Request to Join the Townscape & Cultural Planning Committee | CEO | That council appoint Mrs Annika Miller as a member of the Townscape & Cultural Planning Committee. | ✓ | Letter sent 30/03/2021. |
| 1142-170321 - 15 | Honour Boards Policy | CEO | 1. That Council adopt Policy 7.3.6 HONOUR BOARDS IN COUNCIL PROPERTIES. CEO to write to the Wickepin Football Club advising them that Council have adopted Policy 7.3.6 and request that they re-submit their application based on Policy 7.3.6. | ✓ ✓ | Policy adopted. Letter sent to WFC 29/03/2021. |
| 1143-170321 - 16 | Budget Review 2020/2021 | CEO | 1. That Council adopts the Review of Budget Report as presented by the Chief Executive Officer for the year ending 30 June 2021. 2. That the Shire of Wickepin forward the | ✓ | Completed. |

| | | | | | |
|------------------|--------------------------------------------------------|-----|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---|-------------------------------------------------------|
| | | | adopted budget review to the Department of Local Government in accordance with the Local Government (Financial Management) Regulations 1996. | | |
| 1144-170321 - 17 | Transfer to Reserves Accounts | CEO | That Council transfer \$88,380 from balance from the LCP1 Wickepin Caravan Park and Accommodation Units for the Design and Construct Caravan Park 2020/2021 Budget Allocation to a cash backed reserve for the development of the Caravan Parks and Accommodation Reserve. That Council transfer \$200,000 from the savings highlighted in the 2020/2021 Annual Budget Review to a cash backed reserve for WANDRA events and emergency road repairs. | ✓ | Completed |
| 1145-170321 - 18 | Yealering CWA Building Lot 11 Dalton Street, Yealering | CEO | That Council advise the Lake Yealering Progress Association that it is not willing to take back the responsibility for the power, water and garden maintenance for the Yealering CWA building located at Lot 11 Dalton Street Yealering, as the building was taken on the grounds that the Yealering Community would take on this responsibility. | ✓ | Letter sent 30/03/2021 advising of Councils decision. |
| 1146-170321 - 19 | Staff – Community Development Officer | CEO | 1. That Council advise the CEO to make the Community Development Officer's position 76 hours a fortnight. | ✓ | Position advertised. |

| | | | | | |
|--|--|--|-----------------------------------------------------------------|---|--|
| | | | 2. That the CEO advertise the CDO position as soon as possible. | ✓ | |
|--|--|--|-----------------------------------------------------------------|---|--|

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: | 14 April 2021 |

Enclosure/Attachments: Nil

Summary:

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

Background: Nil

Comments:

Programmed Construction Works

- Bin Rd - Asphalt and kerbing within 3 weeks.
- Water harvesting near Wickepin Caravan Park drain - We have approval and a license to harvest water. Excavator has been booked to do the dam in three weeks' time.
- Yarling Brook Bridge – Culverts are in and the road is open. The fencing is to be done by property owner.
- Toolibin North Rd - Construction crew are working on it at present time, will be completed next week.
- Tincurrin North Rd - Will be carting gravel next week, looking to be completed in three weeks' time.
- 84 Gate Road – Look at starting in four weeks' time.

Maintenance Works

- Maintenance Grader – Colin Plumb is in the North Eastern part of the Shire.
- Pothole patching – on going.
- Signage maintenance – on going.

Occupational Health and Safety

- Lost time injury - Employee cut his fingers with a circular saw. He is due to recommence work on the 19 April 2021.

Parks and Gardens

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

Plant and Equipment

- General servicing.

Other Information

- Conplant - combination roller to be delivered between March and July 2021.
- Fuzo Trucks – Twin cab truck has been delivered.
- Fuzo Trucks – Tipper truck due to be delivered in May 2021.

- Culvert on Wickepin Harrismith Rd 4290157 SLK5.92 - still waiting on a price from the consultant for the design. Might be able to get funding under the Blackspot program. Still have to get a safety audit done and at this stage with all ground works to be completed it could be six months before a costing will be put forward to council to consider for 2023/24 works year.

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 14 April 2021.

Voting Requirements: Simple majority.

TECHNICAL SERVICES

10.1.02 Wheatbelt Secondary Freight Network – Formalisation of Commitment to Priority 1 – 5 Year Delivery Plan

| | |
|-----------------------------|------------------------------------|
| Submission To: | Ordinary Council |
| Location/Address: | Fence Road, Cuballing East Road |
| Name of Applicant: | Mark Hook, Chief Executive Officer |
| File Reference: | RD.PRG.2616 |
| Author: | Mark Hook, Chief Executive Officer |
| Disclosure of any Interest: | Nil |
| Date of Report: | 8 April 2021 |

Enclosure/Attachments:

1. WSN - Priority 1 - 5 Year Delivery Plan Letter
2. WSN - MCA Priority 2 Route Commentary
3. WSN - Governance Plan
4. WSN - Press Release
5. WSN - Map Route Prioritisation

Summary:

It has been requested by the Wheatbelt Secondary Freight Network (WSFN) Steering Committee that the relevant local governments with WSN Priority 1 Routes and identified projects formalise their commitment to delivering Council's identified projects in the WSN Priority 1 – 5-Year Delivery Plan.

Background:

The WSN in the Main Roads WA Wheatbelt Region comprises some 4,400km of local government managed roads across 53 routes that connect with State and National highways to provide access for heavy vehicles into the region. It consists of 42 local governments of the Wheatbelt region who have worked collaboratively for over 4 years to identify to secure \$187M of Federal, State and Local Government funding to improve secondary freight network routes on local government roads in the Wheatbelt. In 2019 the WSN established a Steering Committee to provide oversight and governance to the program.

An approved Multiple Criteria Analysis (MCA) determined prioritisation of the routes for Priority 1 funding and associated projects over a 5-year delivery plan. This MCA provided a priority ranking of the 53 WSN routes. The Priority 1 Proposed Routes were endorsed by Wheatbelt South and Wheatbelt North Regional Road Groups at their July 2020 meetings as follows:

| Route | Priority 1 - Budget |
|------------------------------------|----------------------------|
| 1. Lancelin to Meckering | \$ 26,000,000 |
| 2. Dumbleyung to Nyabing | \$ 3,900,000 |
| 3. Cuballing to Wickepin | \$ 4,800,000 |
| 4. Dowerin to Dalwallinu | \$ 25,000,000 |
| 5. Merredin to Kondinin | \$ 15,300,000 |
| 6. Jurien Bay to Dalwallinu | \$ 25,600,000 |
| 7. Corrigin to Katanning | \$ 16,400,000 |
| 8. Cunderdin to Quairading (Pilot) | \$ 1,600,000 |
| PRIORITY 1 TOTAL | \$ 118,600,000 |

Capital works for projects along these routes commenced in the 2021/22 financial year. Over the course of the 2020/21 financial year the respective Councils developed a WSFN Priority 1 - 5 Year Delivery Plan (the Plan) of specific projects each year for the total project duration of 5 years along their nominated route. The overall WSFN Priority 1 - 5 Year Delivery Plan and each Council's suite of projects was endorsed by WSFN Steering Committee and approved by the RRG in March 2021.

The specific routes, roads and individual projects approved for funding under the WSFN 5-Year Delivery Plan are included as **Attachment 1 WSFN Priority 1 - 5 Year Delivery Plan**.

The WSFN Steering Committee is in the process of presenting this information to Main Roads WA for inclusion in the WSFN Project Planning Report (PPR) due for update for projects commencing 1st July 2021. The Plan envisages completion of Priority 1 Routes by end 2024/25 Financial Year.

Moving forward the WSFN Steering Committee is working with the relevant individual Councils verifying their commitment to the WSFN Priority 1 – 5 Year Delivery Plan for incorporation within their future capital works budgets. The funding break-down for each project is 80% Federal Government, 13.3% State Government and 6.7% Local Government. Claims are to be submitted to Main Roads WA Wheatbelt Region in a similar manner to RRG claims on a 40:40:20 basis. The final 20% claim will only be approved following WSFN Project Manager Sign off.

It should be noted that as per RRG projects there is no process for variations, however any savings made in any individual year may be carried over as contingency for future years.

Further work is currently being undertaken with relevant LGs to determine routes for Priority 2 funding. This includes development of individual projects with detailed scope of works and budgets for inclusion in WSFN Priority 2 - 5 Year Delivery Plan. It is envisaged this will be presented to Steering Committee and RRG in July 2021, with works commencing in the financial year 2022/23 and completion 2026/27. The Priority 2 Routes would entail the remaining approximately \$67M of the \$187M. The nominal Priority 2 Routes have been identified in **Attachment 2 WSFN MCA Priority 2 Route Commentary**. The initial total cost estimate of Priority 1 and 2 Routes is \$184M, however the Steering Committee believe it prudent to determine detailed project budgets before ultimately approved Priority 2 Routes.

Comments:

Officers from LGs with prioritised projects will be essential to ensure successful delivery of individual projects. This will provide a great opportunity for knowledge sharing and collaboration across the region. It will allow members of the PTT to undertake both informal and formal training of LGA staff to upskill and improve their technical capacity. Where possible neighbouring LGs will be encouraged to share technical, workforce and plant resources to assist in the efficient on-ground delivery of individual projects.

Individual Shires have already provided the following to the Steering Committee for approval before any funding will be released:

- Scope
- Budget
- Methodology

Statutory Environment:

Local Government Act 1995

Section 3.18 Performing Executive Functions

Policy Implications: Nil

Financial Implications:

Local Governments with projects approved over the course of the WSFN program will be required to contribute approximately 7% of each individual project's total cost. The remaining funding will be provided by Federal Government 80% and State Government 13%.

- Councils are to incorporate the relevant projects from WSFN Priority 1 - 5 Year Delivery Plan into their LTFP.
- Individual Councils to incorporate into Council Budgets Annually.
- Funding will be distributed to LGs via MRWA in accordance with Governance Plan.

Wickepin 5 Year Delivery Plan

| LG | Road | Start SLK | End SLK | Length KM | Project Phase | Proposed Scope of Works | Route | YEAR 2019-2020 | YEAR 2020-2021 | YEAR 2021-2022 | YEAR 2022-2023 | YEAR 2023-2024 | YEAR 2024-2025 | Total |
|----------|-------------------------------|-----------|---------|-----------|---------------|--------------------------------------------------------------------------------------------------------------------------------------|-------|----------------|----------------|----------------|----------------|----------------|----------------|-------------|
| Wickepin | Cuballing East Road | 0 | 2.93 | 2.93 | Construction | Reconstruction - clear roadside with mulched widen to 10 metre formation and overlay 100mm and wet mix 14mm + 7 mm hot two coat seal | WK-CB | | | | | \$488,049 | | \$488,049 |
| Wickepin | Rabbit Proof Fence Road North | 14.84 | 9.8 | 5.04 | Construction | Reconstruction - clear roadside with mulched widen to 10 metre formation and overlay 100mm and wet mix 14mm + 7 mm hot two coat seal | CR-KA | | | | | | \$903,449 | \$903,449 |
| Wickepin | Rabbit Proof Fence Road South | 9.8 | 5 | 4.8 | Construction | Reconstruction - clear roadside with mulched widen to 10 metre formation and overlay 100mm and wet mix 14mm + 7 mm hot two coat seal | CR-KA | | | \$864,331 | | | | \$864,331 |
| Wickepin | Rabbit Proof Fence Road South | 5 | 0 | 5 | Construction | Reconstruction - clear roadside with mulched widen to 10 metre formation and overlay 100mm and wet mix 14mm + 7 mm hot tow coat seal | CR-KA | | | | \$931,391 | | | \$931,391 |
| | | | | | | | | | | | | | | \$3,187,220 |

| | | | |
|--------------------------------------------|-----------|-----------------------|--------------------|
| 1. Rabbit Proof Fence Road South 2021/2022 | \$864,331 | Council 7% = \$60,503 | WSFN 93% \$803,828 |
| 2. Rabbit Proof Fence Road South 2022/2023 | \$931,391 | Council 7% = \$65,197 | WSFN 93% \$866,194 |
| 3. Cuballing East Road 2023/2024 | \$488,049 | Council 7% = \$34,165 | WSFN 93% \$453,884 |
| 4. Rabbit Proof Fence Road North 2024/2025 | \$903,449 | Council 7% = \$63,241 | WSFN 93% \$840,208 |

Total cost to Council over the four financial years will be \$223,106, this will come from Municipal Funds.

Strategic Implications: Nil

Recommendations:

That Council in accordance with previously endorsed WSFN Governance Plan:

1. Receives the WSFN Priority 1 – 5-Year Delivery Plan Program.
2. Formalise their commitment to delivering Council's identified projects in the WSFN Priority 1 – 5-Year Delivery Plan.
3. Commit to considering Council's identified projects in their future Capital Works Budgets as outlined in the WSFN Priority 1 – 5-Year Delivery Plan as part of annual budget development and adoption processes.

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: | 7 April 2021 |

Enclosure/Attachments: List of Accounts.

Summary:

List of accounts remitted during the period from 1 March 2021 to 31 March 2021.

| Municipal Account | Vouchers | Amounts |
|--------------------------|-------------------------|----------------------|
| EFT | 11225-11246 11259-11294 | \$ 549,976.20 |
| EFT 11247 - 120321 | Cancelled Batch | |
| Cheques | 15727-15732 | \$ 34,414.80 |
| Payroll | March | \$ 69,590.00 |
| Superannuation | March | \$ 11,335.19 |
| Credit Card | March | \$ 725.37 |
| Direct Deductions | March | \$ 1,280.21 |
| Licensing | March | \$ 33,103.30 |
| | March Total | \$700,425.07 |
| Trust | | |
| EFT | | \$ 840.00 |
| Cheques | | 0.00 |
| | March Total | \$ 840.00 |
| | | |
| | Total for March | \$ 701,265.07 |

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 \$701,265.07 for March 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 March, 2021**

| Chq/EFT | Date | Name | Description | Trust | Muni |
|----------|------------|----------------------------------------|------------------------------------------------------------------|------------------|---------------|
| EFT11224 | 02/03/2021 | MILLER RURAL SERVICES | REFUND BOND COMMUNITY CENTRE | \$ 240.00 | |
| EFT11258 | 12/03/2021 | LINCOLNS | BOND REFUND - COMMUNITY CENTRE | \$ 600.00 | |
| | | | TOTAL TRUST | \$ 840.00 | |
| EFT11225 | 04/03/2021 | AUSTRALIA POST | ACCOUNT FEBRUARY 2021, POST BOX RENEWALS | | \$ 203.16 |
| EFT11226 | 04/03/2021 | AMPAC DEBT RECOVERY (WA) PTY LTD | DEBT RECOVERY COSTS FEBRUARY 2021 | | \$ 434.50 |
| EFT11227 | 04/03/2021 | BKS ELECTRICAL | REPLACE LIGHT, OVEN RING, CEILING FAN, INSTALL TV POWER INJECTOR | | \$ 1,674.20 |
| EFT11228 | 04/03/2021 | CONPLANT | HIRE PAD FOOT ROLLER | | \$ 4,372.50 |
| EFT11229 | 04/03/2021 | LANDGATE | INTERIM VALUATION | | \$ 40.60 |
| EFT11230 | 04/03/2021 | DOWNER EDI WORKS PTY LTD | RE-SEAL | | \$ 221,559.60 |
| EFT11231 | 04/03/2021 | EWEN RURAL SUPPLIES | ACCOUNT FEBRUARY, 2021 | | \$ 2,678.51 |
| EFT11232 | 04/03/2021 | DEPARTMENT OF FIRE AND EMERGENCY | ESL 3RD QUARTER | | \$ 13,532.40 |
| EFT11233 | 04/03/2021 | GREAT SOUTHERN FUEL SUPPLIES | FUEL ACCOUNT FEBRUARY 2021 | | \$ 10,352.74 |
| EFT11234 | 04/03/2021 | JASON SIGNMAKERS | MURRAY RD SIGN, FIG TREE SIGN AND STAND | | \$ 406.84 |
| EFT11235 | 04/03/2021 | MARKETFORCE PRODUCTIONS | GENERAL HAND - PLANT OPERATOR ADVERT | | \$ 955.51 |
| EFT11236 | 04/03/2021 | MODULAR WA | PROGRESS CLAIM #3 - LOT 50 SMITH ST | | \$ 112,000.00 |
| EFT11237 | 04/03/2021 | NARROGIN HIRE SERVICE AND RETICULATION | RETIC PARTS | | \$ 795.07 |
| EFT11238 | 04/03/2021 | OFFICEWORKS SUPERSTORES PTY LTD | STATIONERY ORDER | | \$ 169.61 |
| EFT11239 | 04/03/2021 | PERFECT COMPUTER SOLUTIONS | LAP TOP | | \$ 1,817.50 |
| EFT11240 | 04/03/2021 | RURAL TRAFFIC SERVICES PTY LTD | TRAFFIC CONTROL - BIN RD | | \$ 22,073.66 |
| EFT11241 | 04/03/2021 | PETER ROBERT STRIBLING | COMMISSION FEBRUARY 2021 | | \$ 78.00 |
| EFT11242 | 04/03/2021 | IAN GORDON SHEDDEN | COMMISSION FEBRUARY 2021 | | \$ 665.15 |
| EFT11243 | 04/03/2021 | SHIRE OF NARROGIN | ABS WATER SUPPLY SURVEY, HEALTH PREMISE INSPECTIONS | | \$ 2,924.05 |
| EFT11244 | 04/03/2021 | TOLL IPEC | FREIGHT - JASON SIGNMAKERS | | \$ 28.44 |
| EFT11245 | 04/03/2021 | WICKEPIN MOTORS | REPAIRS GRILLE, FRONT PANEL | | \$ 997.45 |
| EFT11246 | 08/03/2021 | DOWNER EDI WORKS PTY LTD | ROAD SEALING | | \$ 18,746.14 |
| EFT11259 | 18/03/2021 | AIR LIQUIDE WA PTY LTD | CYLINDER RENTAL 1/02/2021 - 28/02/2021 | | \$ 64.14 |
| EFT11260 | 18/03/2021 | BKS ELECTRICAL | TEST POWER, LABOUR, TRAVEL | | \$ 186.12 |
| EFT11261 | 18/03/2021 | BUTLER SETTINERI | GRANT ACQUITTAL - DEFERRED PENSION CLAIM | | \$ 330.00 |
| EFT11262 | 18/03/2021 | DOWNER EDI WORKS PTY LTD | RE-SEAL | | \$ 56,512.74 |
| EFT11263 | 18/03/2021 | EASIFLEET | FACEY GROUP VEHICLE LEASE | | \$ 439.30 |
| EFT11264 | 18/03/2021 | AC & EJ FULFORD & CO | ACCOUNT FEBRUARY, 2021 | | \$ 8,305.00 |
| EFT11265 | 18/03/2021 | FOWLER SURVEYS | PROVIDE SET OUT DURING CONSTRUCTION CLAIM 4 | | \$ 3,850.00 |
| EFT11266 | 18/03/2021 | GREAT SOUTHERN FUEL SUPPLIES | GREASE, OIL | | \$ 2,777.73 |
| EFT11267 | 18/03/2021 | HANCOCKS HOME HARDWARE | KEYS | | \$ 20.00 |
| EFT11268 | 18/03/2021 | NARROGIN TYRE SERVICE | FITTING OF TYRES | | \$ 150.00 |
| EFT11269 | 18/03/2021 | KBUILT CONSTRUCTION | PROGRESS CLAIM #5 | | \$ 20,865.78 |
| EFT11270 | 18/03/2021 | LANDMARK ENGINEERING & DESIGN PTY LTD | TWO HUB 12 TABLE SETTING BLAZE BLUE | | \$ 4,364.80 |
| EFT11271 | 18/03/2021 | WAGIN MIDALIA STEEL | CHANNEL, RHS, TEK SCREWS, PURLINS | | \$ 10,473.42 |

| | | | | |
|-----------|------------|----------------------------------------|--------------------------------------------------------------------------|----------------------|
| EFT11272 | 18/03/2021 | MCLEODS BARRISTERS & SOLICITORS | LEASE HARRISMITH CRICKET CLUB | \$ 678.13 |
| EFT11273 | 18/03/2021 | MOMAR AUSTRALIA PTY LTD | PENETRENE, COLD GALVO, RUBBER SPRAY, LUBRICANT, CLEANER, FREIGHT | \$ 1,908.50 |
| EFT11274 | 18/03/2021 | GS & B MARTIN | GRAVEL EXTRACTION | \$ 5,280.00 |
| EFT11275 | 18/03/2021 | NARROGIN CHAMBER OF COMMERCE | ANNUAL MEMBERSHIP 2021/2022 | \$ 265.00 |
| EFT11276 | 18/03/2021 | NARROGIN HIRE SERVICE AND RETICULATION | RETIC FILTERS | \$ 75.00 |
| EFT11277 | 18/03/2021 | GREAT SOUTHERN WASTE DISPOSAL | REFUSE COLLECTION & BINS FEBRUARY, 2021 | \$ 10,146.35 |
| EFT11278 | 18/03/2021 | NARROGIN BEARING SERVICES | IMPACT SOCKETS, BEARINGS | \$ 86.55 |
| EFT11279 | 18/03/2021 | NARROGIN PUMPS, SOLAR AND SPRAYING | HOSES - 86 GATE RD STANDPIPE | \$ 96.25 |
| EFT11280 | 18/03/2021 | NARROGIN LIQUOR STORE | REFRESHMENTS COUNCIL MEETING 17/03/2021 | \$ 379.93 |
| EFT11281 | 18/03/2021 | NARROGIN TOYOTA | SPROCKET | \$ 42.67 |
| EFT11282 | 18/03/2021 | NARROGIN & DISTRICTS PLUMBING SERVICE | REPAIR TOWN STANDPIPE, TRAVEL | \$ 1,113.20 |
| EFT11283 | 18/03/2021 | OFFICEWORKS SUPERSTORES PTY LTD | STATIONERY | \$ 253.29 |
| EFT11284 | 18/03/2021 | PERFECT COMPUTER SOLUTIONS | INSTALL PATCH, UPDATE CDO DISPLAY | \$ 467.50 |
| EFT11285 | 18/03/2021 | PARRYS | WORK BOOTS | \$ 328.00 |
| EFT11286 | 18/03/2021 | THE WORKWEAR GROUP PTY LTD | UNIFORM | \$ 50.15 |
| EFT11287 | 18/03/2021 | REPCO | FUEL FILTERS | \$ 1,317.04 |
| EFT11288 | 18/03/2021 | R J SMITH ENGINEERING | SUPPLY AXLE | \$ 330.00 |
| EFT11289 | 18/03/2021 | SHIRE OF NARROGIN | DELIVER DOG INFRINGEMENTS, COLLECT DOG | \$ 1,144.00 |
| EFT11290 | 18/03/2021 | TOLL IPEC | FREIGHT - JASON SIGNMAKERS, PATHWEST, STATE LIBRARY | \$ 69.91 |
| EFT11291 | 18/03/2021 | WESTRAC EQUIPMENT | BALL SWITCH | \$ 489.25 |
| EFT11292 | 18/03/2021 | WICKEPIN NEWSAGENCY | NEWSPAPERS, STATIONERY, CATERING | \$ 141.85 |
| EFT11293 | 18/03/2021 | WURTH AUSTRALIA PTY LTD | GLOVES | \$ 170.97 |
| EFT11294 | 18/03/2021 | WINDSOR LODGE | ACCOMMODATION, MEALS - BUDGET WORKSHOP 4/03/2021 | \$ 298.00 |
| | | | TOTAL EFT | \$ 549,976.20 |
| 15733 | 04/03/2021 | SYNERGY | POWER ACCOUNT 11/12/2020 - 12/02/2021 | \$ 486.14 |
| 15734 | 04/03/2021 | WATER CORPORATION | WATER ACCOUNT 10/12/2020 - 18/02/2021 | \$ 20,583.17 |
| 15735 | 18/03/2021 | SHIRE OF WICKEPIN | PHOTO FRAME, REFRESHMENTS, MEALS, PLATE CHANGE, SOCKET, SEATBELT HARNESS | \$ 273.50 |
| 15736 | 18/03/2021 | TELSTRA | PHONE & INTERNET ACCOUNT FEBRUARY 2021 | \$ 1,572.95 |
| 15737 | 18/03/2021 | SYNERGY | POWER ACCOUNT 11/12/2020 - 12/02/2021 | \$ 11,499.04 |
| | | | TOTAL CHEQUES | \$ 34,414.80 |
| DD12002.1 | 03/03/2021 | CLASSIC FUNDING GROUP PTY LTD | KONICA MINOLTA C558 MANAGED SERVICE AGREEMENT MARCH 2021 | \$ 884.40 |
| DD12038.1 | 17/03/2021 | WESTNET PTY LTD | INTERNET CHARGES 1/04/2021 - 1/05/2021 | \$ 144.90 |
| DD12053.1 | 23/03/2021 | CLASSIC FUNDING GROUP PTY LTD | PHOTO COPIER CHARGES | \$ 250.91 |
| | | | TOTAL DIRECT DEBITS | \$ 1,280.21 |
| DD12069.1 | 23/03/2021 | ANZ BANK | MEALS, REFRESHMENTS, PARKING, IGNITION COIL, BRAKE CYLINDER | \$ 725.37 |
| | | | TOTAL CREDIT CARD | \$ 725.37 |
| DD12022.1 | 10/03/2021 | AWARE SUPER | SUPERANNUATION CONTRIBUTIONS | \$ 4,378.26 |
| DD12022.2 | 10/03/2021 | ANZ SUPER | SUPERANNUATION CONTRIBUTIONS | \$ 128.18 |
| DD12022.3 | 10/03/2021 | MLC SUPER FUND | SUPERANNUATION CONTRIBUTIONS | \$ 298.41 |
| DD12022.4 | 10/03/2021 | AUSTRALIAN ETHICAL SUPER | SUPERANNUATION CONTRIBUTIONS | \$ 207.47 |
| DD12022.5 | 10/03/2021 | NETWEALTH INVESTMENTS | SUPERANNUATION CONTRIBUTIONS | \$ 202.83 |

| | | | | | |
|------------|------------|--------------------------|------------------------------|--------------------------------------|--------------------------------|
| DD12022.6 | 10/03/2021 | AUSTRALIAN SUPER | SUPERANNUATION CONTRIBUTIONS | | \$ 283.56 |
| DD12022.7 | 10/03/2021 | PRIME SUPER | SUPERANNUATION CONTRIBUTIONS | | \$ 171.17 |
| DD12059.1 | 24/03/2021 | AWARE SUPER | SUPERANNUATION CONTRIBUTIONS | | \$ 4,497.02 |
| DD12059.2 | 24/03/2021 | ANZ SUPER | SUPERANNUATION CONTRIBUTIONS | | \$ 45.40 |
| DD12059.3 | 24/03/2021 | MLC SUPER FUND | SUPERANNUATION CONTRIBUTIONS | | \$ 299.51 |
| DD12059.4 | 24/03/2021 | AUSTRALIAN ETHICAL SUPER | SUPERANNUATION CONTRIBUTIONS | | \$ 211.53 |
| DD12059.5 | 24/03/2021 | NETWEALTH INVESTMENTS | SUPERANNUATION CONTRIBUTIONS | | \$ 202.83 |
| DD12059.6 | 24/03/2021 | AUSTRALIAN SUPER | SUPERANNUATION CONTRIBUTIONS | | \$ 237.17 |
| DD12059.7 | 24/03/2021 | PRIME SUPER | SUPERANNUATION CONTRIBUTIONS | | \$ 171.85 |
| | | | | TOTAL SUPERANNUATION | \$ 11,335.19 |
| 98030321 | 03/03/2021 | DEPT OF TRANSPORT | TRANS LICENSING | | \$ 2,213.90 |
| 98040321 | 04/03/2021 | DEPT OF TRANSPORT | TRANS LICENSING | | \$ 44.05 |
| 98050321 | 05/03/2021 | DEPT OF TRANSPORT | TRANS LICENSING | | \$ 839.40 |
| 98080321 | 08/03/2021 | DEPT OF TRANSPORT | TRANS LICENSING | | \$ 2,294.40 |
| 98090321 | 09/03/2021 | DEPT OF TRANSPORT | TRANS LICENSING | | \$ 758.15 |
| 98100321 | 10/03/2021 | DEPT OF TRANSPORT | TRANS LICENSING | | \$ 1,080.65 |
| 98110321 | 11/03/2021 | DEPT OF TRANSPORT | TRANS LICENSING | | \$ 615.35 |
| 98120321 | 12/03/2021 | DEPT OF TRANSPORT | TRANS LICENSING | | \$ 462.05 |
| 98150321 | 15/03/2021 | DEPT OF TRANSPORT | TRANS LICENSING | | \$ 316.85 |
| 98160321 | 16/03/2021 | DEPT OF TRANSPORT | TRANS LICENSING | | \$ 7,413.00 |
| 98170321 | 17/03/2021 | DEPT OF TRANSPORT | TRANS LICENSING | | \$ 274.30 |
| 98180321 | 18/03/2021 | DEPT OF TRANSPORT | TRANS LICENSING | | \$ 2,982.20 |
| 98190321 | 19/03/2021 | DEPT OF TRANSPORT | TRANS LICENSING | | \$ 386.20 |
| 98220321 | 22/03/2021 | DEPT OF TRANSPORT | TRANS LICENSING | | \$ 3,295.35 |
| 98230321 | 23/03/2021 | DEPT OF TRANSPORT | TRANS LICENSING | | \$ 486.10 |
| 98240321 | 24/03/2021 | DEPT OF TRANSPORT | TRANS LICENSING | | \$ 682.45 |
| 98250321 | 25/03/2021 | DEPT OF TRANSPORT | TRANS LICENSING | | \$ 29.75 |
| 98260321 | 26/03/2021 | DEPT OF TRANSPORT | TRANS LICENSING | | \$ 4,638.65 |
| 98290321 | 29/03/2021 | DEPT OF TRANSPORT | TRANS LICENSING | | \$ 2,438.70 |
| 98300321 | 30/03/2021 | DEPT OF TRANSPORT | TRANS LICENSING | | \$ 1,833.40 |
| 98310321 | 31/03/2021 | DEPT OF TRANSPORT | TRANS LICENSING | | \$ 18.40 |
| | | | | TOTALS LICENSING | \$ 33,103.30 |
| 10/03/2021 | 10/03/2021 | PAYROLL | PAYROLL | | \$ 34,168.00 |
| 24/03/2021 | 24/03/2021 | PAYROLL | PAYROLL | | \$ 35,422.00 |
| | | | | TOTAL PAYROLL | \$ 69,590.00 |
| | | | | | |
| | | | | TOTALS | \$ 840.00 \$ 700,425.07 |
| | | | | | |
| | | | | TOTAL PAYMENTS FOR MARCH 2021 | \$ 701,265.07 |
| | | | | | |

| Credit Card Payment Summary | | | |
|---------------------------------------|-------------------------|--------------------------------|------------------|
| 23rd FEBRUARY, 2021 - 22nd MARCH 2021 | | | |
| DATE | COMPANY | PURCHASE | AMOUNT |
| 4/03/2021 | JUNIPER AND BAY - COMO | MEALS AND REFRESHMENTS | \$ 204.00 |
| 6/03/2021 | WILSON PARKING | PARKING FEE | \$ 22.28 |
| 8/03/2021 | JONO AND JOHNO | IGNITION COIL CHAINSAW | \$ 100.19 |
| 9/03/2021 | SHIRE OF WICKEPIN | 3 X TICKETS ALBERT FACEY FILM | \$ 90.00 |
| 16/03/2021 | TVH AUSTRALASIA PTY LTD | BRAKE MASTER CYLINDER | \$ 108.90 |
| 18/03/2021 | WICKEPIN SPORTS CLUB | REFRESHMENTS - SHIRE BOWLS DAY | \$ 200.00 |
| Total Payments | | | \$ 725.37 |

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: | 7 April 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 March 2021 as presented be received.

Voting Requirements: Simple majority



SHIRE OF WICKEPIN

MONTHLY FINANCIAL REPORT

For the Period Ended 31 March 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 March 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 March 2021 of \$2,819,255.

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

Preparation

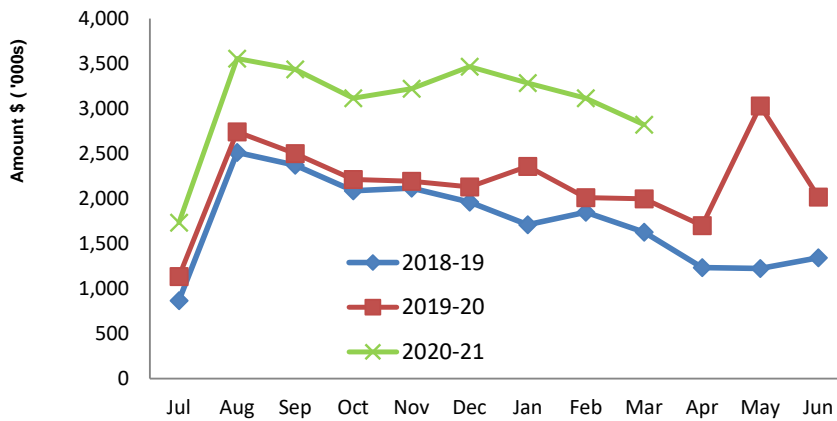
Prepared by: Erika Clement DCEO

Date prepared: 7-Apr-21

Reviewed by: Mark Hook CEO

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

Liquidity Over the Year (Refer Note 3)



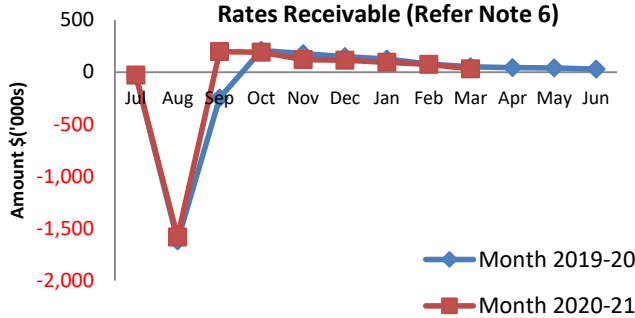
Cash and Cash Equivalents as at period end

| | |
|--------------|--------------|
| Unrestricted | \$ 3,288,382 |
| Restricted | \$ 2,248,893 |
| | \$ 5,537,275 |

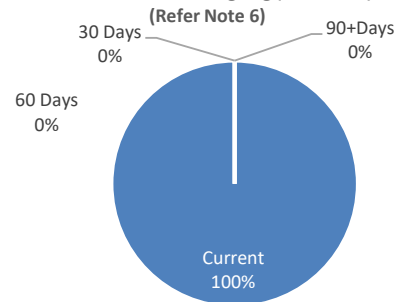
Receivables

| | |
|-------|-----------|
| Rates | \$ 32,248 |
| Other | \$ 16,472 |
| | \$ 48,720 |

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 |

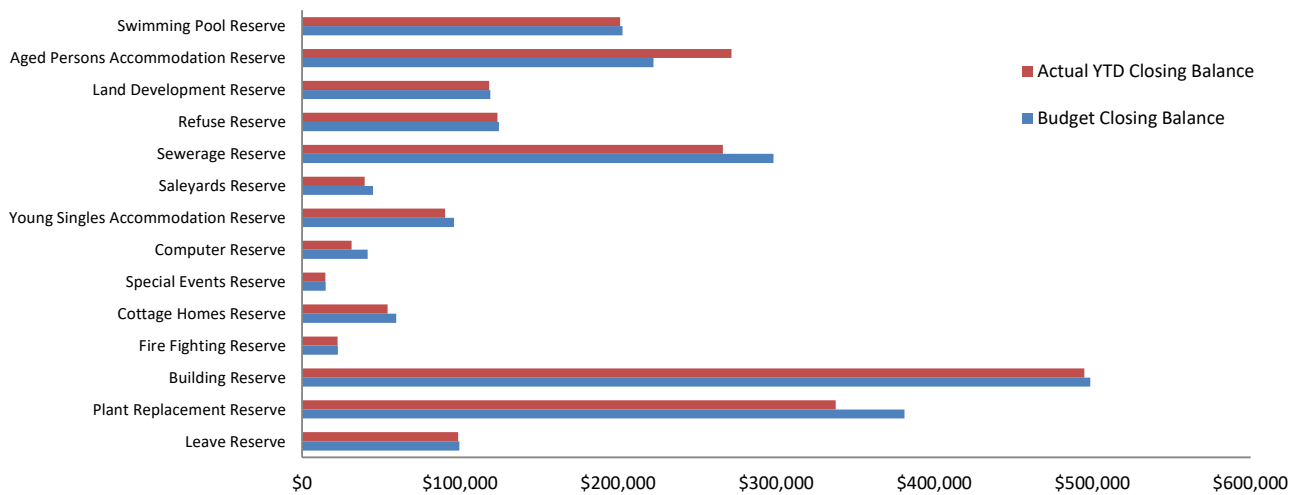
This information is to be read in conjunction with the accompanying Financial Statements and notes.

Shire of Wickepin
Monthly Summary Information
 For the Period Ended 31 March 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.

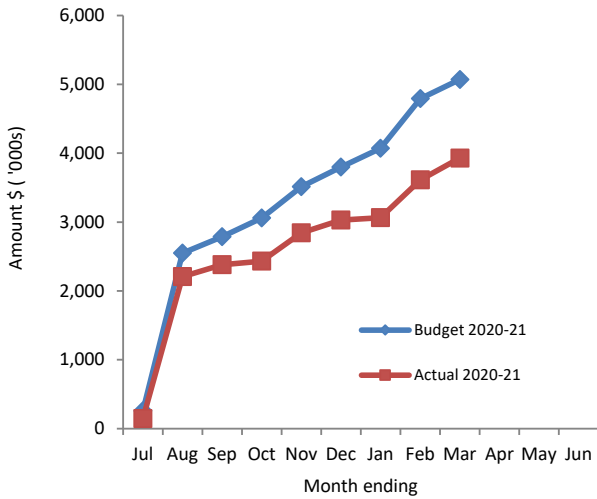
Shire of Wickepin

Monthly Summary Information

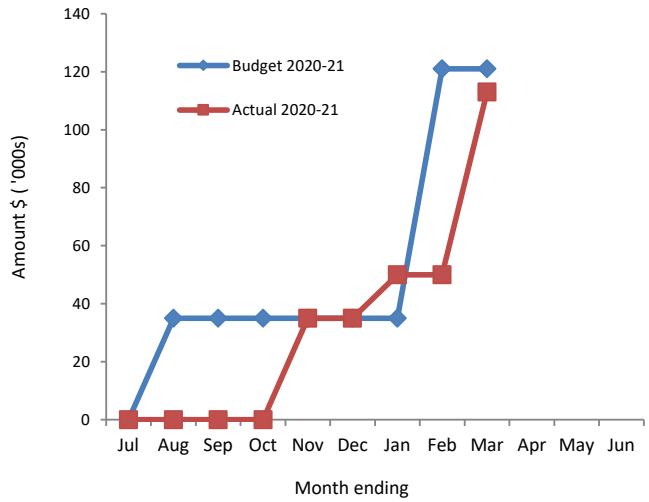
For the Period Ended 31 March 2021

Revenues

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

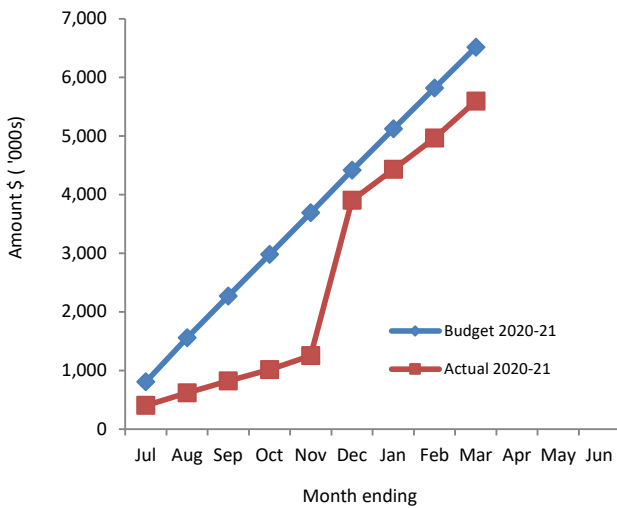


Budget Capital Revenue -v- Actual (Refer Note 2)

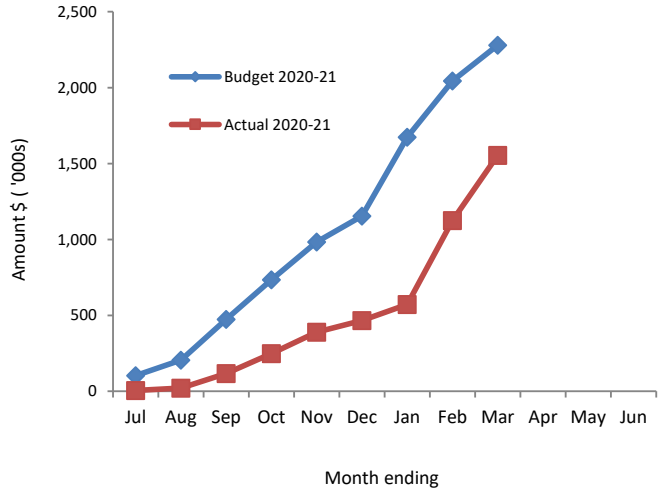


Expenditure

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.

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

| Note | Annual Budget | YTD Budget (a) | YTD Actual (b) | Var. \$ (b)-(a) | Var. % (b)-(a)/(a) | Var. |
|----------------------------------------------|--------------------|--------------------|--------------------|--------------------|--------------------|------|
| Operating Revenues | \$ | \$ | \$ | \$ | % | |
| Governance | 8,208 | 6,147 | 1,439 | (4,708) | (76.59%) | |
| General Purpose Funding - Rates | 1,370,075 | 1,370,100 | 1,363,296 | (6,804) | (0.50%) | |
| General Purpose Funding - Other | 778,745 | 581,750 | 573,491 | (8,259) | (1.42%) | |
| Law, Order and Public Safety | 87,111 | 76,808 | 75,778 | (1,030) | (1.34%) | |
| Health | 100 | 72 | 740 | 668 | 927.78% | |
| Education and Welfare | 4,050 | 3,024 | 3,909 | 885 | 29.27% | |
| Housing | 2,683,013 | 2,012,238 | 409,860 | (1,602,378) | (79.63%) | ▼ |
| Community Amenities | 172,970 | 164,288 | 207,512 | 43,224 | 26.31% | ▲ |
| Recreation and Culture | 16,073 | 13406 | 29,450 | 16,044 | 119.68% | ▲ |
| Transport | 716,469 | 500,036 | 821,861 | 321,826 | 64.36% | ▲ |
| Economic Services | 417,011 | 312,732 | 396,171 | 83,439 | 26.68% | ▲ |
| Other Property and Services | 40,500 | 30,357 | 45,741 | 15,384 | 50.68% | ▲ |
| Total Operating Revenue | 6,294,325 | 5,070,957 | 3,929,248 | (1,141,709) | | |
| Operating Expense | | | | | | |
| Governance | (474,680) | (375,141) | (310,154) | 64,986 | 17.32% | ▼ |
| General Purpose Funding | (85,555) | (64,107) | (53,153) | 10,954 | 17.09% | ▼ |
| Law, Order and Public Safety | (219,127) | (172,210) | (173,224) | (1,014) | (0.59%) | |
| Health | (28,109) | (21,024) | (13,967) | 7,057 | 33.57% | |
| Education and Welfare | (25,427) | (19,017) | (9,051) | 9,966 | 52.40% | ▼ |
| Housing | (1,462,220) | (1,097,736) | (104,724) | 993,012 | 90.46% | ▼ |
| Community Amenities | (371,839) | (280,882) | (257,442) | 23,440 | 8.35% | |
| Recreation and Culture | (1,064,068) | (800,297) | (763,472) | 36,826 | 4.60% | |
| Transport | (4,499,909) | (3,374,694) | (3,582,116) | (207,422) | (6.15%) | |
| Economic Services | (322,008) | (241,362) | (182,671) | 58,691 | 24.32% | ▼ |
| Other Property and Services | (75,119) | (69,495) | (145,707) | (76,212) | (109.67%) | ▲ |
| Total Operating Expenditure | (8,628,062) | (6,515,965) | (5,595,681) | 920,284 | | |
| Funding Balance Adjustments | | | | | | |
| Add back Depreciation | 4,317,355 | 3,237,966 | 3,546,983 | 309,017 | 9.54% | |
| Adjust (Profit)/Loss on Asset Disposal | 8,623 | 6,471 | (10,780) | (17,251) | (266.59%) | ▼ |
| Adjust Provisions and Accruals | 746 | 0 | 0 | 0 | | |
| Adjust Rounding | 0 | 0 | 0 | 0 | | |
| Net Cash from Operations | 1,992,987 | 1,799,429 | 1,869,770 | 70,341 | | |
| Capital Revenues | | | | | | |
| Proceeds from Disposal of Assets | 207,000 | 120,750 | 112,802 | (7,948) | (6.58%) | |
| Total Capital Revenues | 207,000 | 120,750 | 112,802 | (7,948) | | |
| Capital Expenses | | | | | | |
| Land Held for Resale | 0 | 0 | 0 | 0 | | |
| Land and Buildings | (2,227,626) | (1,336,293) | (542,405) | 793,889 | 59.41% | ▼ |
| Infrastructure - Roads | (1,161,805) | (872,010) | (754,704) | 117,306 | 13.45% | ▼ |
| Infrastructure - Footpaths | (20,000) | (15,003) | 0 | 15,003 | 100.00% | ▼ |
| Infrastructure -Other | (235,000) | (123,997) | (28,684) | 95,313 | 76.87% | ▼ |
| Plant and Equipment | (533,000) | (487,500) | (229,608) | 257,892 | 52.90% | ▼ |
| Furniture and Equipment | 0 | 0 | 0 | 0 | | |
| Total Capital Expenditure | (4,177,431) | (2,834,803) | (1,555,401) | 1,279,403 | | |
| Net Cash from Capital Activities | (3,970,431) | (2,714,053) | (1,442,599) | 1,271,455 | | |
| 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 | 6,582 | 6,582 | (0) | (0.00%) | |
| 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 | (9,655) | 408,000 | 417,655 | | |
| Net Operations, Capital and Financing | (1,670,015) | (924,279) | 835,171 | 1,742,199 | | |
| Opening Funding Surplus(Deficit) | 1,670,560 | 1,984,084 | 1,984,084 | 0 | 0.00% | |
| Closing Funding Surplus(Deficit) | 545 | 1,059,805 | 2,819,255 | 1,742,199 | | |

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.

Council Meeting
SHIRE OF WICKEPIN
STATEMENT OF FINANCIAL ACTIVITY
(By Nature or Type)
For the Period Ended 31 March 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 | 1,370,082 | 1,363,296 | (6,786) | (0.50%) | |
| Operating Grants, Subsidies and Contributions | 11 | 2,218,966 | 1,696,566 | 762,922 | (933,644) | (55.03%) | ▼ |
| Fees and Charges | | 419,641 | 362,026 | 414,141 | 52,115 | 14.40% | ▲ |
| Service Charges | | 0 | 0 | 0 | 0 | | |
| Interest Earnings | | 35,500 | 23,869 | 5,049 | (18,820) | (78.85%) | ▼ |
| Other Revenue | | 0 | 0 | 109 | 109 | | |
| Profit on Disposal of Assets | 8 | 14,503 | 10,872 | 15,289 | | | |
| Total Operating Revenue | | 4,058,685 | 3,463,415 | 2,560,806 | (907,026) | | |
| Operating Expense | | | | | | | |
| Employee Costs | | (1,194,487) | (895,608) | (896,848) | (1,240) | (0.14%) | |
| Materials and Contracts | | (2,706,507) | (2,045,587) | (831,687) | 1,213,900 | 59.34% | ▲ |
| Utility Charges | | (185,750) | (138,096) | (166,279) | (28,183) | (20.41%) | ▼ |
| Depreciation on Non-Current Assets | | (4,317,355) | (3,237,966) | (3,546,983) | (309,017) | (9.54%) | |
| Interest Expenses | | (8,636) | (6,784) | (852) | 5,932 | 87.44% | ▲ |
| Insurance Expenses | | (192,201) | (174,581) | (148,523) | 26,058 | 14.93% | ▲ |
| Loss on Disposal of Assets | 8 | (23,126) | (17,343) | (4,509) | | | |
| Total Operating Expenditure | | (8,628,062) | (6,515,965) | (5,595,681) | 907,450 | | |
| Funding Balance Adjustments | | | | | | | |
| Add back Depreciation | | 4,317,355 | 3,237,966 | 3,546,983 | 309,017 | 9.54% | |
| Adjust (Profit)/Loss on Asset Disposal | 8 | 8,623 | 6,471 | (10,780) | (17,251) | (266.59%) | ▼ |
| Adjust Provisions and Accruals | | 746 | 0 | 0 | 0 | | |
| Adjust Rounding | | 0 | 0 | 0 | 0 | | |
| Net Cash from Operations | | (242,653) | 191,887 | 501,328 | 292,190 | | |
| Capital Revenues | | | | | | | |
| Grants, Subsidies and Contributions | 11 | 2,235,640 | 1,607,543 | 1,368,442 | (239,101) | (14.87%) | ▼ |
| Proceeds from Disposal of Assets | 8 | 207,000 | 120,750 | 112,802 | (7,948) | (6.58%) | |
| Total Capital Revenues | | 2,442,640 | 1,728,293 | 1,481,244 | (247,049) | | |
| Capital Expenses | | | | | | | |
| Land Held for Resale | | 0 | 0 | 0 | 0 | | |
| Land and Buildings | 13 | (2,227,626) | (1,336,293) | (542,405) | 793,889 | 59.41% | ▲ |
| Infrastructure - Roads | 13 | (1,161,805) | (872,010) | (754,704) | 117,306 | 13.45% | ▲ |
| Infrastructure - Footpaths | 13 | (20,000) | (15,003) | 0 | 15,003 | 100.00% | ▲ |
| Infrastructure - Drainage | 13 | (235,000) | (123,997) | (28,684) | 95,313 | 76.87% | ▲ |
| Plant and Equipment | 13 | (533,000) | (487,500) | (229,608) | 257,892 | 52.90% | ▲ |
| Furniture and Equipment | 13 | 0 | 0 | 0 | 0 | | |
| Total Capital Expenditure | | (4,177,431) | (2,834,803) | (1,555,401) | 1,279,403 | | |
| Net Cash from Capital Activities | | (1,734,791) | (1,106,511) | (74,157) | 1,032,354 | | |
| 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 | 6,582 | 6,582 | (0) | (0.00%) | |
| 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 | (9,655) | 408,000 | 417,655 | | |
| Net Operations, Capital and Financing | | (1,670,015) | (924,279) | 835,171 | 1,742,199 | | |
| Opening Funding Surplus(Deficit) | 3 | 1,670,560 | 1,984,084 | 1,984,084 | 0 | 0.00% | |
| Closing Funding Surplus(Deficit) | 3 | 545 | 1,059,805 | 2,819,255 | 1,742,199 | | |

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.

STATEMENT OF CAPITAL ACQUISITIONS AND CAPITAL FUNDING
For the Period Ended 31 March 2021

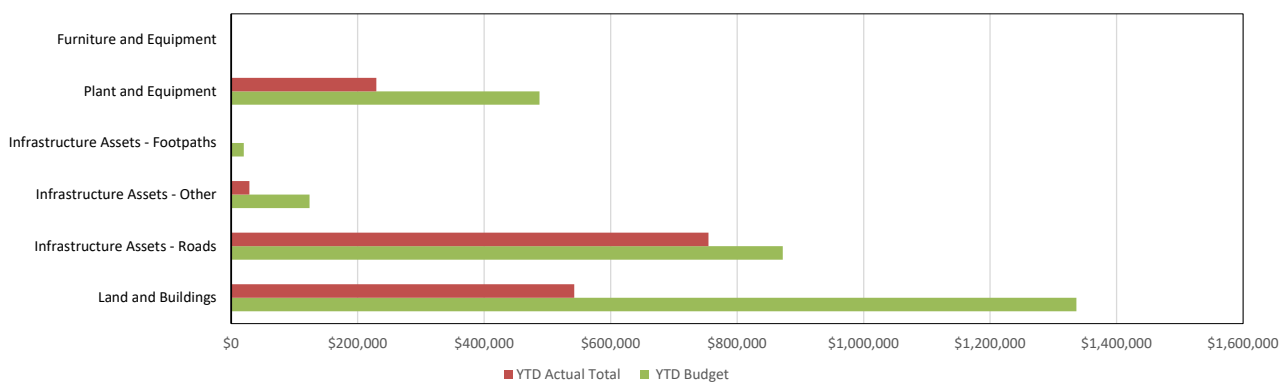
| Capital Acquisitions | Note | YTD 31 03 2021 | | | | | |
|-----------------------------------|------|-----------------------------|--------------------------------------|--------------------------------|------------------|-----------------------|--------------------|
| | | YTD Actual New /Upgrade (a) | YTD Actual (Renewal Expenditure) (b) | YTD Actual Total (c) = (a)+(b) | YTD Budget (d) | Amended Annual Budget | Variance (d) - (c) |
| Land and Buildings | 13 | \$ 542,405 | \$ 0 | \$ 542,405 | \$ 1,336,293 | \$ 2,227,626 | \$ (793,889) |
| Infrastructure Assets - Roads | 13 | | 754,704 | 754,704 | 872,010 | 1,161,805 | (117,306) |
| Infrastructure Assets - Other | 13 | 28,684 | 0 | 28,684 | 123,997 | 235,000 | (95,313) |
| Infrastructure Assets - Footpaths | 13 | 0 | 0 | 0 | 20,000 | 20,000 | (20,000) |
| Plant and Equipment | 13 | 229,608 | 0 | 229,608 | 487,500 | 533,000 | (257,892) |
| Furniture and Equipment | 13 | 0 | 0 | 0 | 0 | 0 | 0 |
| Capital Expenditure Totals | | 800,696 | 754,704 | 1,555,401.00 | 2,839,800 | 4,177,431 | (1,284,400) |

Funded By:

| | | | | |
|--------------------------------------------------------|------------------|------------------|------------------|--------------------|
| Capital Grants and Contributions | 1,368,442 | 2,235,640 | 2,235,640 | 867,198 |
| Borrowings | 408,000 | 0 | 440,000 | 408,000 |
| Other (Disposals & C/Fwd) | 112,802 | 120,750 | 8,623 | (7,948) |
| 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 | (333,843) | 483,410 | 1,441,847 | (817,253) |
| Capital Funding Total | 1,555,401 | 2,839,800 | 4,177,431 | (1,284,399) |

Comments and graphs

Capital Expenditure Program YTD



SHIRE OF WICKEPIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 March 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 March 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 March 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 March 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 March 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 March 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 March 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.

NOTES TO FINANCIAL ACTIVITY STATEMENT
For the Period Ended 31 March 2021**Note 2: EXPLANATION OF MATERIAL VARIANCES**

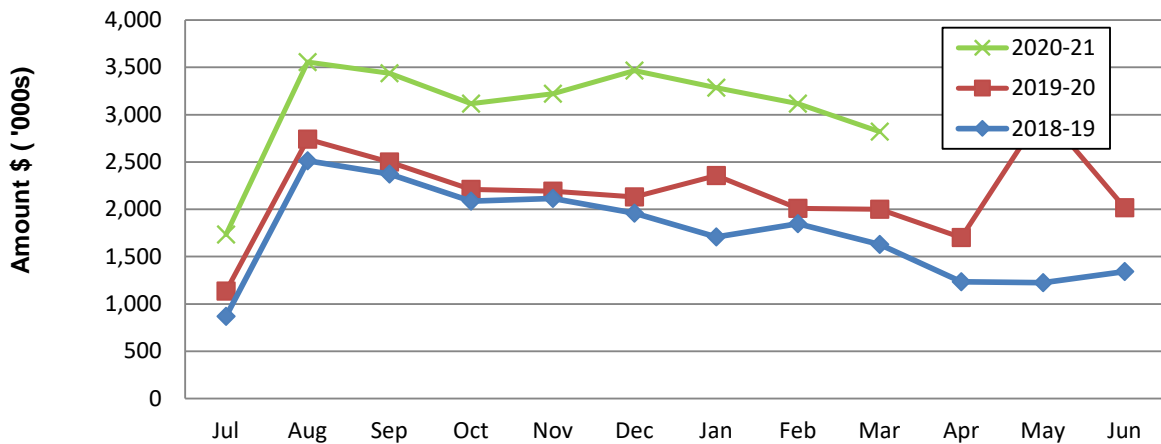
| Reporting Program | Var. \$ | Var. % | Var. | Timing/ Permanent | Explanation of Variance |
|-------------------------------------|-------------|-----------|------|----------------------|---------------------------------------------------------------------------------------------------------------------------|
| Operating Revenues | \$ | % | | | |
| Governance | (4,708) | (76.59%) | | | |
| General Purpose Funding - Other | (8,259) | (1.42%) | | | |
| Law, Order and Public Safety | (1,030) | (1.34%) | | | |
| Housing | (1,602,378) | (79.63%) | ▼ | Timing | Income not yet received for WSAHA grant |
| Community Amenities | 43,224 | 26.31% | ▲ | Permanent | Increase in cemetery fees, planning fees |
| Recreation and Culture | 16,044 | 119.68% | ▲ | Permanent | Saluting their Service Grant- unbudgeted |
| Transport | 321,826 | 64.36% | ▲ | Permanent | Increase in Road Project Grants |
| Economic Services | 83,439 | 26.68% | ▲ | Timing | |
| Other Property and Services | 15,384 | 50.68% | ▲ | Permanent | Higher Private Works Charges |
| Operating Expense | | | | | |
| Governance | 64,986 | 17.32% | ▼ | Timing | Various Cost down- Consultancy, Staff Training, Conference Expenses. Admin Salaries |
| General Purpose Funding | 10,954 | 17.09% | ▼ | Timing | Various Account Costs down-Bank fees, Valuation expenses |
| Law, Order and Public Safety | (1,014) | (0.59%) | | | |
| Health | 7,057 | 33.57% | | | |
| Education and Welfare | 9,966 | 52.40% | ▼ | Timing | Costs Down - Donations (Transport and Refreshments Schools), CDO projects. |
| Housing | 993,012 | 90.46% | ▼ | Timing | Aged Unit costs down |
| Community Amenities | 23,440 | 8.35% | | | |
| Recreation and Culture | 36,826 | 4.60% | | | |
| Transport | (207,422) | (6.15%) | | | |
| Economic Services | 58,691 | 24.32% | ▼ | Timing | Various Account Costs down - Area Promotion, Rural Counselling, Group Scheme - Narrogin. Caravan Park Maintenance (Units) |
| Other Property and Services | (76,212) | (109.67%) | ▲ | Permanent | More Long Service Leave taken than budgeted. |
| Capital Revenues | | | | | |
| Grants, Subsidies and Contributions | (239,101) | (14.87%) | ▼ | Timing | Housing income not yet received |
| Proceeds from Disposal of Assets | (7,948) | (6.58%) | | | |
| Capital Expenses | | | | | |
| Land and Buildings | 793,889 | 59.41% | ▼ | Timing | WSAHA Project behind, Staff housing on track |
| Infrastructure - Roads | 117,306 | 13.45% | ▼ | Timing | Bin Road (75%) R2R roads still being completed. |
| Infrastructure - Footpaths | 15,003 | 100.00% | ▼ | Timing | Projects not yet commenced |
| Plant and Equipment | 257,892 | 52.90% | ▼ | Timing | Plant still to be purchased |
| Furniture and Equipment | 0 | | | | |
| Financing | | | | | |
| Loan Principal | 9,655 | 59.46% | ▼ | | New Loan - First Payment June 2021 |

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 March 2021

Note 3: NET CURRENT FUNDING POSITION

| | | | | Positive=Surplus (Negative=Deficit) | | |
|----------------------------------|-------------------------------------|--|--|-------------------------------------|------------------|------------------|
| | | | | YTD 31 Mar 2021 | 30 June 2020 | YTD 30 Mar 2020 |
| Note | | | | \$ | \$ | \$ |
| Current Assets | | | | | | |
| 4 | Cash Unrestricted | | | 3,288,382 | 2,178,143 | 975,440 |
| 4 | Cash Restricted | | | 2,248,893 | 2,248,893 | 1,274,113 |
| 6 | Receivables - Rates | | | 32,248 | 29,869 | 73,835 |
| 6 | Receivables -Other | | | 16,472 | 1,710 | 112,223 |
| | Interest / ATO Receivable/Trust | | | 54,263 | 110,221 | 27,693 |
| | Inventories | | | | 0 | 0 |
| | | | | 5,640,258 | 4,568,835 | 2,463,304 |
| Less: Current Liabilities | | | | | | |
| | Payables | | | (367,292) | (115,755) | (26,842) |
| | Provisions | | | (204,819) | (220,104) | (144,743) |
| | | | | (572,111) | (335,859) | (171,586) |
| 7 | Less: Cash Reserves | | | (2,248,893) | (2,248,893) | (1,274,113) |
| | Net Current Funding Position | | | 2,819,255 | 1,984,084 | 1,017,605 |

Note 3 - Liquidity Over the Year



Comments - Net Current Funding Position

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 March 2021**Note 4: CASH AND INVESTMENTS**

| | Interest Rate | Unrestricted \$ | Restricted \$ | Trust \$ | Total Amount \$ | Institution | Maturity Date |
|--------------------------|---------------|------------------|------------------|----------------|------------------|-------------|---------------|
| (a) Cash Deposits | | | | | | | |
| Municipal Bank Account | 0.00% | 696,193 | | | 696,193 | ANZ | At Call |
| Reserve Bank Account | 0.00% | | 93 | | 93 | ANZ | At Call |
| Trust Bank Account | 0.00% | | | 20,486 | 20,486 | ANZ | At Call |
| Cash On Hand | Nil | 700.00 | | | 700 | N/A | On Hand |
| (b) Term Deposits | | | | | | | |
| Municipal | | | | | | | |
| Municipal | 0.60% | 500,000 | | | 500,000 | BB | 08-Apr-21 |
| Municipal | | | | | 0 | | |
| Municipal | 0.05% | 2,091,590 | | | 2,091,590 | WA Treasury | At Call |
| Reserve | 0.20% | | 2,248,800 | | 2,248,800 | ANZ | 30-Apr-21 |
| Trust | 0.20% | | | 172,644 | 172,644 | ANZ | 30-Apr-21 |
| Total | | 3,288,482 | 2,248,893 | 193,130 | 5,730,505 | | |

Comments/Notes - Investments

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 | | Opening Surplus | \$ | \$ | \$ | \$ |
| | Permanent Changes | | | | | | 545 |
| | Opening surplus adjustment | | Opening Surplus(Deficit) | | | (55,258) | (54,713) |
| 3854 | Card Swipe Gate Tip | | Capital Expenses | | 10,000 | | (44,713) |
| CLPH2 | Yealering hall loading Ramp | | Capital Expenses | | | (3,000) | (47,713) |
| LYCC | Yealering Bowling Club | | Capital Expenses | 3,500 | | | (44,213) |
| YGCC | Yealering Golf Club | | Capital Expenses | 5,400 | | | (38,813) |
| 6034 | Plant and Equipment | | Capital Expenses | | | (6,500) | (45,313) |
| CWBCI | Industrial Shed | | Capital Expenses | | 340,000 | | 294,687 |
| WPLG | Wogolin Play Ground | | Capital Expenses | | | (601,359) | (306,672) |
| 7046 | Grants | | Capital Revenue | | 261,359 | | (45,313) |
| 0252 | Audit Fees | | Operating Expenses | 5,000 | | | (40,313) |
| 0712 | Staff Training | | Operating Expenses | 10,000 | | | (30,313) |
| 7302 | Private Works | | Operating Expenses | | | (39,240) | (69,553) |
| 7333 | Private Works | | Operating Expenses | 18,000 | | | (51,553) |
| LCP1 | Caravan Parks | | Operating Expenses | | 114,000 | | 62,447 |
| WPLG | Wogolin Playground | | Operating Expenses | | | (25,000) | 37,447 |
| 4873 | Building Reserve | | Operating Expenses | | | (89,000) | (51,553) |
| 0151 | Rates Discount | | Operating Expenses | | | (7,000) | (58,553) |
| 0103 | Annual Interest | | Operating Revenue | | | (12,000) | (70,553) |
| 0113 | Interest on reserves | | Operating Revenue | | | (10,000) | (80,553) |
| 04173 | Environmental Grants | | Operating Revenue | | 31,595 | | (48,958) |
| 5893 | Road Project Grants | | Operating Revenue | | 234,858 | | 185,900 |
| 7083 | Charges Stand Pipes | | Operating Revenue | | | (6,000) | 179,900 |
| 5873 | Reimbursements | | Operating Revenue | | 200,000 | | 379,900 |
| 5483 | Grants | | Operating Revenue | | 10,000 | | 389,900 |
| | | | | 0 | 1,243,712 | (854,357) | |

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 March 2021

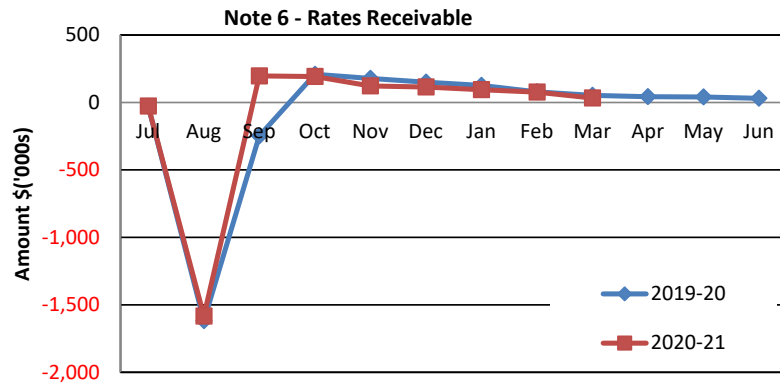
Note 6: RECEIVABLES

Receivables - Rates Receivable

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

Net Rates Collectable
% Collected

| | YTD 31 Mar 2021 | 30 June 2020 |
|-----------------------------------|-----------------|---------------|
| | \$ | \$ |
| Opening Arrears Previous Years | 19,522 | 19,522 |
| Levied this year | 1,533,905 | 1,534,110 |
| <u>Less</u> Collections to date | (1,521,179) | (1,519,102) |
| Equals Current Outstanding | 32,248 | 34,530 |
| Net Rates Collectable | 32,248 | 34,530 |
| % Collected | 97.92% | 97.78% |



Comments/Notes - Receivables Rates

Receivables - General

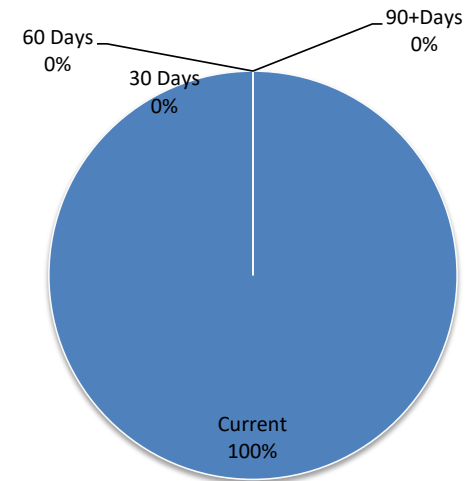
Receivables - General

Total Receivables General Outstanding

Amounts shown above include GST (where applicable)

| | Current | 30 Days | 60 Days | 90+Days |
|----------------------------------------------|---------|---------|---------|---------------|
| | \$ | \$ | \$ | \$ |
| Receivables - General | 16,472 | 0 | 0 | 0 |
| Total Receivables General Outstanding | | | | 16,472 |

Note 6 - Accounts Receivable (non-rates)



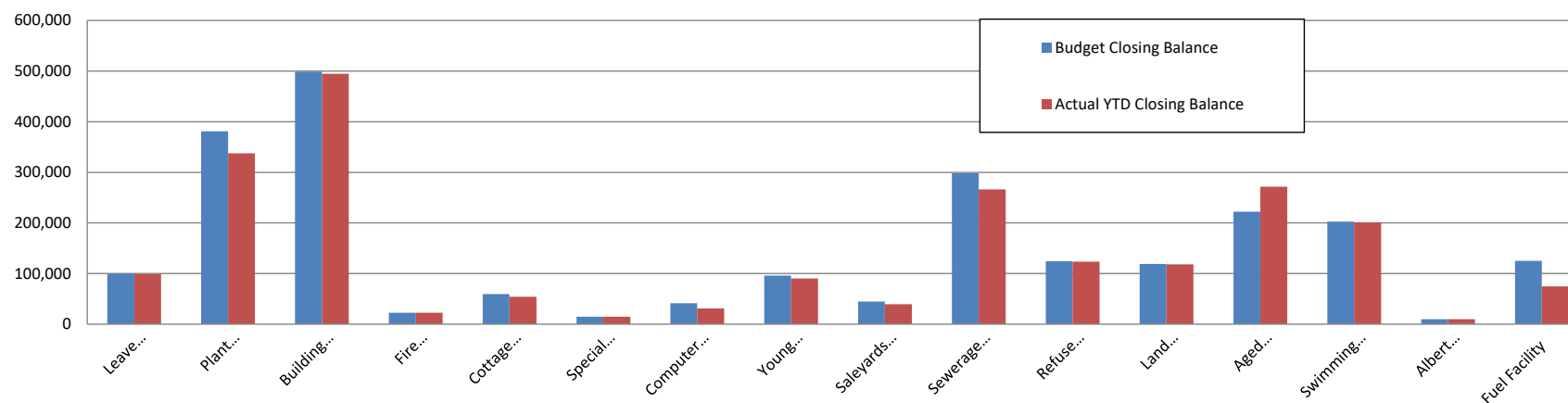
Comments/Notes - Receivables General

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



NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 March 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 03 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) | |
| 56,000 | 26,128 | 41,818 | 11,946 | P1955 Hino 300 Construction Dual Cab | 4,400 | 11,946 | 7,546 | |
| | | | 0 | P698 Hino Tip Truck - Gardeners | (13,200) | 0 | 13,200 | |
| 32,729 | 14,715 | 21,358 | 3,343 | P468A Holden Colorado Tray Top Ute | (194) | 3,343 | 3,537 | |
| 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 | |
| 160,506 | 58,485 | 112,802 | 10,780 | | (8,623) | 10,780 | 19,403 | |

Comments - Capital Disposal/Replacements

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 March 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 | 675 | | 1,322,791 | 1,322,278 | | | 1,322,278 |
| Sub-Totals | | 472 | 150,554,650 | 1,450,010 | 1,039 | 0 | 1,451,050 | 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 | | | | | | | 1,481,850 | | | | 1,481,372 |
| Discount | | | | | | | 17,190 | | | | 11,734 |
| Rates Writeoffs | | | | | | | (135,718) | | | | (128,450) |
| | | | | | | | (26) | | | | (25) |
| Amount from General Rates | | | | | | | 1,363,296 | | | | 1,364,631 |
| Specified Area Rates | | | | | | | | | | | |
| Totals | | | | | | | 1,363,296 | | | | 1,364,631 |

Comments - Rating Information

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 March 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 March 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 | 391,487 | 122,731 |
| Grants Commission - Roads | WALGGC | Y | 224,978 | 0 | 224,978 | 0 | 173,952 | 51,026 |
| 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 | 350,000 | 950,205 |
| 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 | | | | | | | | |
| Saluting their Service | | N | | 10,000 | | | 10,000 | 0 |
| ECONOMIC SERVICES | | | | | | | | |
| LRCI Funding | | Y | 363,866 | | | 363,866 | 348,263 | 15,603 |
| TRANSPORT | | | | | | | | |
| Roads To Recovery Grant - Cap | Roads to Recovery | Y | 327,069 | 0 | 0 | 327,069 | 277,140 | 49,929 |
| RRG Grants - Capital Projects | Regional Road Group | Y | 244,500 | 0 | 0 | 244,500 | 393,039 | (148,539) |
| Direct Grant - Maintenance | Dept. of Transport | Y | 127,500 | 0 | 127,500 | 0 | 127,500 | 0 |
| TOTALS | | | 4,454,606 | 41,595 | 950,561 | 3,535,640 | 2,131,364 | 2,364,838 |
| Operating | Operating | | 2,218,966 | | | | 762,922 | |
| Non-Operating | Non-operating | | 2,235,640 | | | | 1,368,442 | |
| | | | <u>4,454,606</u> | | | | <u>2,131,364</u> | |

SHIRE OF WICKEPIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 March 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-Mar-21 |
|-------------------------------|-----------------------------|--------------------|--------------------|------------------------------|
| | \$ | \$ | \$ | \$ |
| Housing Bonds | 0.00 | 1,110.00 | -1,110.00 | 0.00 |
| Master Key Deposits | 0.00 | 2,760.00 | -2,520.00 | 240.00 |
| Nomination Deposits | 0.00 | 0.00 | 0.00 | 0.00 |
| Building and BCITF | 0.00 | 763.90 | -304.95 | 458.95 |
| Cat/Dog Trap Hire | 50.00 | 50.00 | -100.00 | 0.00 |
| WDSC Replacement Greens | 119,339.10 | 11,250.00 | 0.00 | 130,589.10 |
| Miscellaneous Trust | 6,374.66 | 1,224.00 | -1,124.00 | 6,474.66 |
| Yealering Bowling Club Greens | 55,707.65 | 0.00 | 0.00 | 55,707.65 |
| Licensing | | 223,217.90 | -223,217.90 | 0.00 |
| | 181,471.41 | 240,375.80 | -228,376.85 | 193,470.36 |

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

Note 13: CAPITAL ACQUISITIONS

| | | 31/03/2021 | | | | | |
|---|---------------------------------------------|---------------|--------------------|--------------------|-----------------------|--------------------------|-------------------------------|
| | 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) | (220,000) | (332,054) | 112,054 | |
| ● | SMITH STREET FENCE | LHS11C | (4,700) | (4,700) | (3,318) | (1,382) | |
| ● | RINTEL STREET FENCE | LHS1C | (24,000) | (24,000) | (22,478) | (1,522) | |
| | Housing Total | | (468,700) | (248,700) | (357,850) | 109,150 | 0 |
| | Other Housing | | | | | | |
| ○ | CAPITAL EXPENSE - LIFESTYLE VILLAGE | 3272 | (1,351,526) | (946,068) | (155,699) | (790,369) | |
| | Other Housing Total | | (1,351,526) | (946,068) | (155,699) | (790,369) | |
| | Community Amenities | | | | | | |
| ○ | Industrial Shed | CWBC1 | (340,000) | (85,000) | 0 | 0 | 0 |
| | Community Amenities Total | | (340,000) | (85,000) | 0 | 0 | |
| | Recreation and Culture | | | | | | |
| ○ | Wickepin Hall Reroof | CLPH1 | (18,500) | (13,878) | 0 | (13,878) | |
| ● | 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) | (37,778) | (18,092) | (19,686) | |
| | Transport | | | | | | |
| ○ | DEPOT - CAR PORT | | (25,000) | (18,747) | (10,764) | (7,983) | |
| | Transport Total | | (25,000) | (18,747) | (10,764) | (7,983) | |
| | Land and Buildings Total | | (2,277,626) | (1,196,293) | (942,405) | (708,899) | 0 |
| | Footpaths | | | | | | |
| ○ | Transport | | | | | | |
| | FOOTPATHS | LFP1 | (20,000) | (15,003) | 0 | (15,003) | |
| | Transport Total | | (20,000) | (15,003) | 0 | (15,003) | 0 |
| | Footpaths Total | | (20,000) | (15,003) | 0 | (15,003) | 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) | (108,000) | (88,360) | (19,640) | 0 |
| ○ | Hino Tip Truck | 6034 | (63,000) | (63,000) | 0 | (63,000) | 0 |
| ○ | Toyota Forklift | 6034 | (55,000) | (55,000) | 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) | (42,000) | (41,358) | (642) | 0 |
| ○ | Toyota Hilux Dual Cab | 6034 | (57,000) | (57,000) | 0 | (57,000) | 0 |
| ○ | High Pressure Cleaner | 6034 | 0 | 0 | (6,463) | 6,463 | 0 |
| ○ | Twindrum Roller | 6034 | (60,000) | (60,000) | 0 | (60,000) | 0 |
| ○ | Metro Counters | 6034 | (15,000) | (15,000) | (13,391) | (1,609) | 0 |
| | Transport Total | | (442,000) | (442,000) | (186,231) | (255,769) | 0 |
| | Plant , Equip. & Vehicles Total | | (533,000) | (487,500) | (229,608) | (257,892) | 0 |
| | Infrastructure Other | | | | | | |
| ○ | Community Amenity | | | | | | |
| ○ | Card Swipe Wickepin Tip Gates | 3824 | (10,000) | (7,497) | 0 | 7,497 | |
| | Relocation Waste Oil | 3534 | (14,000) | (10,503) | 0 | 10,503 | |
| | Community Amenity Total | | (24,000) | (18,000) | 0 | 7,497 | 0 |
| ○ | Recreation and Culture | | | | | | |
| ○ | PUMP & BORE - OVAL WATER | RETU | (30,000) | (22,500) | (3,400) | (26,600) | |
| ○ | WICKEPIN OVAL LIGHTS | WKLI | (35,000) | 0 | (286) | (34,714) | |
| ○ | SWIMMING POOL - EXPANSION JOINTS | LSP3 | (70,000) | (52,497) | 0 | (70,000) | |
| ○ | HARRSMITH DAM | 3988 | (23,000) | (23,000) | 0 | 0 | |
| ○ | LIMESTONE WALL - TANKS WICKEPIN OVAL | WLC1 | (8,000) | (8,000) | (1,882) | (6,118) | |
| | Recreation And Culture Total | | (166,000) | (105,997) | (5,568) | (137,432) | 0 |
| ○ | Economic Services | | | | | | |
| | Standpipe Controllers | 7104 | (45,000) | (45,000) | (23,116) | (21,884) | 0 |
| | Economic Services Total | | (45,000) | 0 | (23,116) | (21,884) | 0 |
| | Infrastructure Other Total | | (124,000) | (123,997) | (28,684) | 7,497 | 0 |
| | Roads | | | | | | |
| ● | Transport Regional Road Group | | | | | | |
| ○ | Pingelly Wickepin Road | RG003 | (366,200) | (274,653) | (357,544) | (8,657) | 0 |
| ○ | Bin Road | RG086 | (351,420) | (264,213) | (309,451) | (41,969) | 0 |
| | Regional Road Group Total | | (717,620) | (538,866) | (666,994) | (50,626) | 0 |
| ○ | Transport Roads to Recovery | | | | | | |
| ○ | 84 Gate Road | R2R031 | (57,190) | (42,894) | 0 | (42,894) | 0 |
| ○ | Toolibin North Road | R2R010 | (80,470) | (60,354) | (4,800) | (55,554) | 0 |
| ○ | Tincurrin North Road | R2R011 | (95,835) | (71,874) | 0 | (71,874) | 0 |
| ○ | Wickepin North Road | R2015 | (119,480) | (89,613) | (82,910) | (6,703) | 0 |
| | Roads to Recovery Total | | (352,975) | (264,735) | (87,710) | (177,025) | 0 |
| ○ | Council Resources Construction | | | | | | |
| ○ | Fleay Road | C55 | (44,755) | (33,570) | 0 | (33,570) | 0 |
| ○ | Malyalling Road | CO036 | (46,455) | (34,839) | 0 | (34,839) | 0 |
| | Council Resources Construction Total | | (91,210) | (68,409) | 0 | (68,409) | 0 |
| | Roads Total | | (1,161,805) | (872,813) | (754,704) | (296,059) | 0.00 |
| ○ | Capital Expenditure Total | | (4,177,431) | (2,834,803) | (1,555,401) | (1,270,347) | 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: | 6 April 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 month of March 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 month of March 2021.

Comments:

PLANNING OFFICER'S REPORT

Planning Approvals

- Application for Planning Consent: Outbuilding at Lot 27 (No. 12) Curlew Way, Wickepin approved under delegated authority on 3 March 2021.
- Application for Planning Consent: Fencing at Lot 32 (No. 6) Curlew Way, Wickepin approved under delegated authority on 5 March 2021.
- Application for Planning Consent: Telecommunications Infrastructure at Lot 12513 (No. 223) Watt Road, Wickepin approved by Council at 17 March 2021 OCM.

Upcoming Council Agenda for April 2021

Nil

Referrals & Subdivision Clearances

Nil

BUILDING SURVEYORS REPORT

There were three (3) Building Approvals for the month of March 2021 and general advice, phone calls and emails.

| 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 | 2021006 | 4/3/21 | A6414 | 43 | 7-9 | Johnson Street | Wickepin | Swimming pool | 24,227 | Leanne Holmes | Factory pools Perth |
| Building Permit | 2021008 | 25/3/21 | | | 6532 | Williams Kondinin Road | Wickepin | Sample Hut | 200,000 | CBH | Ellett Construction |
| Building Permit | 2021007 | 19/3/21 | A2503 | | 18 | Dalton Street | Yealering | Alts to Hotel | 10,000 | TC Williamson | Malcolm Thompson |

ENVIRONMENTAL HEALTH OFFICERS REPORT

Carried out the internal audit of Wickepin Recycled Water Scheme as required by the Department of Health, currently drafting the report and waiting for some assistance from LGIS on the scheme in regards to the Recycled Water Quality Management Plan (RWQMP).

RANGER REPORT

- Attended a dog attack and addressed dog wandering issues. The offending dog has been surrendered to the Shire and has been rehomed.
- Cat trap has been set up on Johnston Street.
- The Rangers have been requested to look into dog registrations, barking dogs and wandering dogs in Yealering.

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> |
|--------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------|

Recommendations:

That council receives the report from the Shire of Narrogin's Department of Development & Regulatory Services for the month of March 2021.

Voting Requirements: Simple majority.

GOVERNANCE, AUDIT AND COMMUNITY SERVICES

10.2.04 Cr Steven Martin - Disqualification

| | |
|------------------------------------|-------------------------------------------|
| Submission To: | Ordinary Council |
| Location/Address: | Whole of Shire |
| Name of Applicant: | Mark Hook, Chief Executive Officer |
| File Reference: | GO.ELE.1320 |
| Author: | Mark Hook, Chief Executive Officer |
| Disclosure of any Interest: | Nil |
| Date of Report: | 7 April 2021 |

Enclosure/Attachments: Nil

Summary:

Cr Steven Martin has been elected as a member of the Agricultural Region for the Central Wheatbelt Region in the Legislative Council and therefore is disqualified as a Councillor under the provision of the Local Government Act 1995 2.20 (2) (B).

Council needs to make a decision to request the Electoral Commissioner to hold off filling his position until the October 2021 elections.

Background:

Cr Steven Martin has been declared elected by the electoral commission and will be sworn into the Legislative Council for the Central Wheatbelt in the Agricultural Region. Under the provision of the *Local Government Act 1995 2.20 (1) (2) (B)* a person is disqualified from being a councillor once declared elected by the Electoral Commissioner.

2.20. Members of parliament disqualified

(1) *A person is disqualified for membership of a council if the person is a member of a parliament.*

(2) *In this section —*

Member of a parliament means —

(a) *a member of the Legislative Assembly; or*

(b) *a member of the Legislative Council, including a person who has been elected as a member of that House but is not yet entitled to sit or vote in that House because of section 8(2) of the Constitution Acts Amendment Act 1899; or*

Comments:

Councillor Martin's term expires at the October 2021 elections. Council may request the Electoral Commissioner to allow the vacancy to remain unfilled to the October 2021 elections. This would allow the Shire of Wickepin to operate with 7 Councillors until the October 2021 elections.

Section 4.16 (4) states

(4) *If a member's office becomes vacant under section 2.32 —*

(a) *after the third Saturday in January in the election year in which the term of the office would have ended under the Table to section 2.28; but*

(b) *before the third Saturday in July in that election year,*

the council may, with the approval of the Electoral Commissioner, allow the vacancy to remain unfilled and, in that case, the term of the member who held

the office is to be regarded in section 4.6 as ending on the day on which it would have ended if the vacancy had not occurred.

Statutory Environment:

Local Government Act 1995

2.20. Members of parliament disqualified

- (1) *A person is disqualified for membership of a council if the person is a member of a parliament.*
- (2) *In this section —*

Member of a parliament means —

- (a) *a member of the Legislative Assembly; or*
- (b) *a member of the Legislative Council, including a person who has been elected as a member of that House but is not yet entitled to sit or vote in that House because of section 8(2) of the Constitution Acts Amendment Act 1899; or*
- (c) *a member of the House of Representatives; or*
- (d) *a senator, including a person who has been elected as a senator but whose term of service as a senator has not yet begun.*

[Section 2.20 amended by No. 2 of 2012 s. 5.]

2.27. Procedure to determine qualification to retain membership of council

- (1) *In this section —*

disqualified, in relation to a member of a council, means —

- (a) *not qualified under section 2.19(1)(b) to be elected as a member of the council; or*
 - (b) *disqualified for membership of the council under section 2.20, 2.21, 2.22, 2.23 or 2.24; or*
 - (c) *disqualified from continuing his or her membership of the council under section 2.25.*
- (2) *A member who considers that he or she is disqualified is to advise the CEO in writing without delay. (3) If the CEO has reason (other than through receiving a notice under subsection (2)) to believe that a member of a council is disqualified the CEO is to give the member a written notice without delay indicating the reasons why the CEO believes the member to be disqualified.*
 - (4) *The CEO's notice under subsection (3) has to inform the member —*
 - (a) *that if the member believes that he or she is not disqualified, he or she may advise the CEO in writing within 14 days from the date of the service of the notice; and*
 - (b) *that if the member accepts that he or she is disqualified in accordance with the terms of the notice, he or she is to advise the CEO in writing.*
 - (5) *If, within 28 days from the date of service of the CEO's notice under subsection (3), the member satisfies the CEO that the member is not disqualified, the CEO is to give the member a written notice to that effect.*
 - (6) *Unless, within 28 days from the date of service of the CEO's notice under subsection (3), the member —*
 - (a) *satisfies the CEO that the member is not disqualified; or*
 - (b) *applies to the State Administrative Tribunal asking for a declaration as to whether or not the member is disqualified and gives a copy of the application to the CEO,*

the member is taken to have been disqualified for the reasons indicated in the CEO's notice.

(7A) *If subsection (6) applies to a member the CEO is to give the member a written notice to that effect.*

(7) *The CEO or any other person may, at any time, apply to the State Administrative Tribunal for a declaration as to whether or not a member of a council is disqualified.*

[(8) *deleted*]

(9) *A person who acts as a member of a council while disqualified commits an offence.*

Penalty: \$5 000 or imprisonment for one year.

(10) *This section as in force immediately before the commencement of the Local Government Amendment Act 2009 section 6¹ applies to and in respect of a notice given under section 2.27(3) before that commencement.*

2.32. How extraordinary vacancies occur in offices elected by electors

The office of a member of a council as an elector mayor or president or as a councillor becomes vacant if the member —

(a) *dies; or*

(b) *resigns from the office; or*

(c) *does not make the declaration required by section 2.29(1) within 2 months after being declared elected to the office; or*

(d) *advises or accepts under section 2.27 that he or she is disqualified, or is declared to be disqualified by the State Administrative Tribunal acting on an application under section 2.27; or*

(da) *is disqualified by an order under section 5.113, 5.117 or 5.119 from holding office as a member of a council; or*

(e) *becomes the holder of any office or position in the employment of the local government; or*

(f) *having been elected to an office of councillor, is elected by the electors to the office of mayor or president of the council.*

4.16. Postponement of elections to allow consolidation

(4) *If a member's office becomes vacant under section 2.32 —*

(a) *after the third Saturday in January in an election year; but*

(b) *before the third Saturday in July in that election year,*

the council may, with the approval of the Electoral Commissioner, fix the ordinary elections day in that election year as the day for holding any poll needed for the extraordinary election to fill that vacancy.

4.17. Cases in which vacant offices can remain unfilled

(1) *If a member's office becomes vacant under section 2.32 on or after the third Saturday in July in the election year in which the term of the office would have ended under the Table to section 2.28, the vacancy is to remain unfilled and the term of the member who held the office is to be regarded in section 4.6 as ending on the day on which it would have ended if the vacancy had not occurred.*

(2) *If a member's office becomes vacant under section 2.32 —*

(a) *after the third Saturday in January in the election year in which the term of the office would have ended under the Table to section 2.28; but*

(b) before the third Saturday in July in that election year,

the council may, with the approval of the Electoral Commissioner, allow the vacancy to remain unfilled and, in that case, the term of the member who held the office is to be regarded in section 4.6 as ending on the day on which it would have ended if the vacancy had not occurred.

- (3) If a councillor's office becomes vacant under section 2.32 and under subsection (4A) this subsection applies, the council may, with the approval of the Electoral Commissioner, allow* the vacancy to remain unfilled and, subject to subsection (4), in that case, the term of the member who held the office is to be regarded in section 4.6 as ending on the day on which it would have ended if the vacancy had not occurred.

* Absolute majority required.

(4A) Subsection (3) applies —

(a) if —

- (i) the office is for a district that has no wards; and
- (ii) at least 80% of the number of offices of member of the council in the district are still filled;

Or

(b) if —

- (i) the office is for a ward for which there are 5 or more offices of councillor; and
- (ii) at least 80% of the number of offices of councillor for the ward are still filled.

- (4) If an ordinary or an extraordinary election is to be held in a district then an election to fill any vacancy in the office of councillor in that district that was allowed to remain unfilled under subsection (3) is to be held on the same election day and Division 9 applies to those elections as if they were one election to fill all the offices of councillor for the district or ward that need to be filled.

4.8. Extraordinary elections

- (1) If the office of a councillor or of an elector mayor or president becomes vacant under section 2.32 an election to fill the office is to be held.

Constitution Acts Amendment Act 1899;

8. Retirement of members periodically

- (1) In this section —

general election means a general election for the Legislative Council;

member means a member of the Legislative Council.

- (2) The seat of a member elected at a general election shall become vacant at the expiration of the period of 4 years beginning on 22 May next following the day of his election as member.
- (3) A member elected at a general election shall not sit or vote before 22 May next following the day of his election as member.
- (4) Where an election held as part of a general election fails wholly or partially or is declared to be absolutely void —

- (a) *the seat of a member elected at an election held by reason of that failure or declaration shall become vacant at the expiration of the period of 4 years beginning on 22 May next following that general election; and*
- (b) *if a member elected at an election held by reason of that failure or declaration is so elected before 22 May next following that general election, that member shall not sit or vote before that 22 May.*
- (5) *Subsections (2) and (4)(a) do not affect the operation of any enactment under which a member may cease to be a member, or the seat of a member may become vacant, otherwise than by effluxion of time.*

Policy Implications: Nil

Financial Implications: Nil

Strategic Implications: Nil

Recommendations:

That the Shire of Wickepin request the Electoral Commissioner under 4.17 (2) Local Government Act 1995 to have the seat of Cr Martin remain vacant until the October 2021 elections.

Voting Requirements: Absolute majority.

GOVERNANCE, AUDIT AND COMMUNITY SERVICES**10.2.05 Permission to Keep Bee Hive – R & M Dougall, Wickepin**

| | |
|------------------------------------|------------------------------------------------|
| Submission To: | Ordinary Council |
| Location/Address: | Whole of Shire |
| Name of Applicant: | R & M Dougall |
| File Reference: | A5214 |
| Author: | Lara Marchei, Executive Support Officer |
| Disclosure of any Interest: | Nil |
| Date of Report: | 7 April 2021 |

Enclosure/Attachments: Nil

Summary:

Council is being requested to approve one bee hive to be located at 33 Henry Street, Wickepin WA 6370.

Background:

Council has received a request from the owners of 33 Henry Street, Wickepin to keep a beehive on their premises behind the house.

A5214 Lot 6, 33 Henry Street is shown on the following map bordered in red.



Comments:

Council's Health Local Law 2000 states the following in relation to Bee Hives and the keeping of bees:

*Division 7 - Bee keeping***Interpretation**

6.7.1 *In this Division, unless the context otherwise requires -"bees" means an insect belonging to any of the various hymenopterous insects of the super family Apoidea and commonly known as a bee.*

Restrictions on keeping of Bees in Hives

- 6.7.2 (1) *A person shall not keep or permit the keeping of bees anywhere within the district unless approval to do so has been given by the Council*
- (2) *If, in the opinion of an Environmental Health Officer, the approved bee hives are causing a nuisance, the Council may direct any bees or approved bee hives to be removed.*
- (3) *A person shall comply with a direction within the time specified.*

In order to maintain high biosecurity standards, beehives need to be registered with the Department of Primary Industries and Regional Development. It is a legal requirement to register bee hives with the Department of Primary Industries and Regional Development who issue certificates along with a unique brand identifier for the bee hives.

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

Statutory Environment:

Local Government Act 1995

Shire of Wickepin Health Local Law 2000

Policy Implications: Nil

Financial Implications: Nil

Strategic Implications: Nil

Recommendations:

1. That council gives approval to Ricky & Maree Dougall to keep one bee hive at the rear of their property, Lot 6, 33 Henry Street, Wickepin WA 6370.
2. That the approval be subject to all regulatory approvals being in place prior to the installation of any bee hives.

Voting Requirements: Simple majority.

GOVERNANCE, AUDIT AND COMMUNITY SERVICES

10.2.06 Council Investment Policy 3.1.9

| | |
|------------------------------------|----------------------------|
| Submission To: | Ordinary Council |
| Location/Address: | Whole Shire |
| Name of Applicant: | Erika Clement, DCEO |
| File Reference: | CM.POL.403 |
| Author: | Erika Clement, DCEO |
| Disclosure of any Interest: | Nil |
| Date of Report: | 14 April 2021 |

Enclosure/Attachments: Nil

Summary:

Council is being requested to amend the Council Investment Policy 3.1.9.

Background:

The current Council Investment Policy 3.1.9 currently limits where investments can be made to 6 major banks.

3.1.9 COUNCIL INVESTMENTS

OBJECTIVE: Provide clear parameters in relation to Council investments.

Council may invest surplus funds with the following Australian-owned Banks, provided they hold banking corporation licenses under the *Banking Act 1959* as regulated by the Australian Prudential Regulation Authority:

- Australian and New Zealand Banking Group;
- Bendigo Bank Limited;
- Commonwealth Bank of Australia;
- National Bank of Australia; and
- Westpac Banking Corporation.
- Bankwest

Council authorises surplus funds to be invested in "Cash Term Deposits". The CEO shall obtain quotes from banks authorised under this policy when investing Council funds in order to obtain the highest possible interest rate.

Council authorises for Council Municipal and Reserve Fund account signatories to invest surplus Council funds with the Western Australian Treasury Corporation under Cash Term Deposits or the Overnight Cash Deposit Facility.

The CEO is to include a monthly investment report to Council in its monthly financial report detailing all surplus funds invested.

| RESOLUTION: | DATE OF REVIEW: |
|--------------------|------------------------|
| 170615-12 | 17/06/2015 |
| 150317-11 | 15/03/2017 |
| 200219-17 | 20/02/2019 |
| 180320-02 | 19/02/2020 |
| 170321-03 | 17/02/2021 |

Comments:

In current times interest rates are well down and the option to invest in other financial institutions while still be governed by the Financial Regulations would further increase chances of a better return on investments made by Council.

Statutory Environment:

Local Government Act 1995

The Trustees Act 1962

Local Government (Financial Management Regulations 1996)

Australian Accounting Standards

Policy Implications: Nil

Financial Implications:

To increase the options for better value of interest rates on investments

Strategic Implications: Nil

Recommendations:

That Council adopt the following amended policy;

3.1.9 COUNCIL INVESTMENTS

OBJECTIVE: Provide clear parameters in relation to Council investments.

All Investments are to be made in accordance with:

- Local Government Act 1995 – Section 6.14;
- The Trustees Act 1962 – Part III Investments as amended by the Trustees Amendment Act 1997;
- Local Government (Financial Management) Regulations 1996 – specifically Regulation 19, Regulation 28 and Regulation 49; and
- Australian Accounting Standards.

Council may invest surplus funds in an authorised deposit-taking institution:

- as defined in the Banking Act 1959 (Commonwealth) section 5; or
- the Western Australian Treasury Corporation established by the Western Australian Treasury Corporation Act 1986

Investments are prohibited in:

- deposit with an institution except an authorised institution;
- deposit for a fixed term of more than 3 years;

- investment in bonds that are not guaranteed by the Commonwealth Government, or a State or Territory government;
- investment in bonds with a term to maturity of more than 3 years;
- investment in a foreign currency.

Council authorises surplus funds to be invested in “Cash Term Deposits”. The CEO/DCEO shall obtain quotes from banks authorised under this policy when investing Council funds in order to:

- Preservation of Capital.
- To take a conservative approach to investments, but with a focus to add value through a prudent investment of funds.
- To achieve a high level of security.
- To have ready access to funds for day to day requirement

Prudent Person Standard:

The investment will be managed with the care, diligence and skill that a prudent person would exercise. Employees are to manage the investment portfolios to safeguard the portfolios in accordance with the spirit of this Policy, and not for speculative purposes.

Reporting:

The annual financial report is to include information on earnings from investments as specified by Financial Management Regulation (FMR) 49.

Voting Requirements: Simple majority.

[GOVERNANCE, AUDIT AND COMMUNITY SERVICES](#)**10.2.07 Facey Group MOU 2021 -2024**

| | |
|------------------------------------|---------------------------------|
| Submission To: | Ordinary Council |
| Location/Address: | 40 Wogolin Road Wickepin |
| Name of Applicant: | Erika Clement, DCEO |
| File Reference: | LD.CN.11 |
| Author: | Erika Clement, DCEO |
| Disclosure of any Interest: | Nil |
| Date of Report: | 14 April 2021 |

Enclosure/Attachments: Nil

Summary:

Council is being requested to enter into a legally binding three year contract from 1 July 2021 with the Facey Group.

Background:

The Facey Group is a farmer run group that aims to improve on-farm practice to keep farms healthy and profitable into the future.

The group conducts trials, demonstrations and extension works in the local region in addition to tailoring training that enables farmers to adopt practices which they see as beneficial and with the potential to increase their production, resulting in increased profits.

Based in Wickepin, the Facey Group is an innovative, highly motivated, organised and well-resourced grower group with a strong focus on the local region in addition to being involved with one of the best recognised and progressive grower groups in Australia.

The Facey Group works with its members, sponsors, partners, industry and government who are all integral facets of the success of the Facey Group.

The CEO received the following letter from the Facey Group regarding a new three year agreement:



12th April 2021 Mr Mark Hook
Chief Executive Officer Shire of Wickepin
77 Wogolin Road
WICKEPIN WA 6370

Dear Mark,

**Community Agricultural Centre PO Box 129 Wickepin WA
6370
Ph: (08) 9888 1223 Fax: (08) 9888 1295
ABN: 59 136 484 550**

**Email: eo@faceygroup.org.au Website:
www.faceygroup.org.au**

Re: Memorandum of Understanding between Shire of Wickepin and Facey Group Inc. for period 2021-2024

The Facey Group would like to thank the Shire of Wickepin for the contribution and continued support of the group for the MOU period from 2018-2021.

The Shire of Wickepin is a community underpinned by agriculture and the Facey Group plays an important role through its delivery of on-ground agricultural and natural resource management activities and community support. The Facey Group attracts and successfully delivers a number of national and statewide research and extension activities for our community which are funded by multiple Research and Development Corporations (RDC's). Throughout the MOU period the Facey Group has maintained a significant profile within the agricultural sector through these research and extension projects and is recognised as one of the highest impacting grower groups within Western Australia. With continued support of sponsors such as the Shire of Wickepin the group can continue work for the agricultural community locally as well as making significant contributions within Western Australia and nationally.

During the three (3) year MOU the Facey Group has been involved in the on-ground delivery of projects with a focus on frost management and mitigation; lime incorporation techniques, methods of integration and rates; testing of multiple options for soil amelioration across a wide range of soil types; variety trials; fertiliser and nutrition management research; connectivity research; livestock research and the interaction in the mixed farming system. A majority of these projects have been collaborative with a state-based delivery. It has been essential for Facey Group to form stable working relationships for project delivery with research funders such as Grains Research and Development Corporation (GRDC), Council of Grain Growers Organisation (COGGO), Universities, Department of Primary Industries and Regional Development (DPIRD), CRC's, independent organisations and other grower groups.

These state-based projects are critical in ensuring direct alliances with RDC's and building the profile of the group.

The Facey Group currently employs 2.6FTE in a full time Executive Officer, full time Agricultural Research and Extension Coordinator and part time Administration and Finance Manager. The group's employment rate has remained stable within the current MOU period and has provided 3 personnel living within the Shire of Wickepin employment; with all of them being involved in the community and contributing to local business. Interestingly, since 2007 over \$2.3 million has been paid out in salary to our staff.

Through representation of members from the Wickepin and surrounding communities the Facey Group and Shire of Wickepin are actively promoted within the agricultural industry and in turn benefit from this interaction bringing in external funding opportunities and research locally to our region. Progressive members involved within the agricultural industry at present (to name a few) are:

- Hilary Wittwer and Ashley Wiese – representatives on the GIWA Oat Council
- Gary Lang – representative on the GRDC Western Panel and GRDC Crop Updates Advisory Committee
- Roger Newman – GRDC Western Grower Network
- Chad Hawksley- GRDC Western Grower Network
- Audrey Bird- Meat and Livestock Australia's WA Livestock Research Council
- Kelly Pearce (Interim EO)- Ministerial positions on WAMIA, WA Biosecurity Council and Gene Technology Technical Advisory Committee as well as various other boards such as Director of the Grower Group Alliance

At present membership is at a total of 79 entities (inclusive of 71 farm businesses and 8 industry/associate members). Of the total membership at present, most members are landholders within the Shire of Wickepin (52%). A spread across other shires is represented by Narrogin (13%), Cuballing (9%), Williams (5%), Dumbleyung (2.55%), Kulin (4%), Pingelly (4%), Katanning (1%) and WA based (organisations generally located in the metropolitan area but servicing a wide range of the agricultural industry (7%). It should be noted that these figures are based on the base location of the business; and in some instances, these farmers lease other properties that are within the Shire of Wickepin outside the original landholding. It should also be mentioned that Corrigin, Pingelly and a majority of the Cuballing landholders; are active community members within the Shire of Wickepin through other avenues (for examples – Yealering Golf Club, Wickepin Football Club, St Johns Ambulance).

Throughout the MOU period the Facey Group has hosted over 20 significant events within the Shire of Wickepin which has attracted over 1300 attendees to the region, including visiting growers, researchers, industry, and other personnel. Of these events, 17 have utilised the Wickepin Community Centre as venue and 5 utilised the hire of the Shire Community Bus; which has reflected in hire paid to the Shire of Wickepin for facilities well equipped to host large events. In addition to these events the Facey Group continues to host 3 annual events which are a trademark to the group, bringing in around 150 attendees to each of these events. The group has also been involved in collaborative events throughout the MOU; assisting other organisations in the promotion of an event with a direct access to farming members and community – an example is the GRDC Farm Business Updates.

The Facey Group recognises the importance of local business and utilises services and stores locally throughout the year with trial programs and events. In addition to local businesses the

group also supports local sporting and community groups through providing opportunities to cater or assist at events as a fundraising activity. A majority of local agricultural businesses are also members of the group; reflective of the value locally for their businesses.

From inception the Facey Group has grown, however as a not-for-profit organisation, we continue to rely on contributions and external funding to ensure that we can continue to deliver to the local community in a professional capacity. Sponsors are important for the day to day running of the group, especially with the competitive nature of the external funding environment, having become more competitive in recent years and with the forecast of this environment to only continue being restricted. The group's budget breakdown from 2020/21 demonstrated the reliance on external funding to ensure that we can continue to operate in a professional capacity.

| | |
|---------------------------------------------------------------------------------------|-----|
| Income | |
| Sponsorship | 15% |
| Membership | 9% |
| Event Fees | 1% |
| Project Income (includes total for project delivery – inclusive of wage component) | 75% |

| | |
|----------------------------------------------------------------------------------------------------------------------------|-----|
| Expenditure | |
| Major Events | 4% |
| Project Expenses (includes on the project consumables – doesn't factor in the wage component for project delivery) | 42% |
| Human Resources (includes salaries, superannuation, professional development) | 45% |
| Administration (includes postage, phone, printing, insurance, uniforms, general repairs/maintenance, computer software) | 4% |
| General Expenses (includes lease payments, fuel, fees/subscriptions, advertising) | 5% |

The Facey Group values the continued support of the office premises – Community Agricultural Centre at 40 Wogolin Road, Wickepin and the associated costs as per the current MOU. Through the provision of these premises the Facey Group are situated in a central location for promotion and access. The office premises are highly valued by the committee and staff and we would like to thank the Shire for the ongoing maintenance and upkeep of the premises. Since the renovation of the building in 2013 the building has allowed for us to host our monthly committee meetings in a private and comfortable space and has also allowed us to accommodate meetings with external parties and hosting meetings.

The provision of one executive vehicle is essential to the Facey Group to deliver within projects and to continue to increase the profile of the group and Wickepin community. The car enables us to undertake on-ground work, participate in activities such as steering committees, industry relevant conferences and training for the benefit of the community. The Facey Group is also very thankful for the assistance from the Shire of Wickepin to enable the group to lease a vehicle through fleet arrangements at a discounted rate that the group would not otherwise have been able to obtain.

The Facey Group continue to promote progressive farmers within the community and are appreciative of the continued support through the Shire of Wickepin in the allocation of funds for the Progressive Agriculture Award; which is presented as part of the Shire of Wickepin Australia Day annual awards. The award recognises recipients who have displayed worthy contribution to sustainable and progressive agriculture in the region, which in turn benefits the Wickepin agricultural community and surrounding areas.

The Facey Group acknowledges the contribution and support from external funds (specifically sponsorship) throughout our networks and ensure they are actively promoted. Recognition through local networks and beyond through the Facey Group Fortnightly Update, bi-monthly newsletter, and contributions to local papers ensure acknowledgement on a broad scale. The group also actively disseminates information from other groups and sources to its members and the community for the benefit of growers locally.

Once again, we would like to sincerely thank the Shire of Wickepin for the continued support of the Facey Group and hope to continue developing this relationship into the future to ensure growth locally within the agricultural community and develop links within the greater industry. Please find attached proposal of Memorandum of Understanding for the Shire of Wickepin to consider on the ending of current MOU in June 2021.

The Facey Group look forward to continuing the relationship with the Shire of Wickepin and wish the team a successful year in 2021.

Kind regards,



Dr Kelly Pearce Mrs Audrey Bird
Executive Officer Chairperson

Comments:

The last time the Facey Group Agreement was renewed was at Council on 18 May 2018 under Resolution No 180518-07.

Council Decision

Resolution No: 180518-07

Moved Cr Steven Martin / Seconded Cr Nathan Astbury

That council formally enters into a three year agreement in accordance with the below mentioned terms commencing from 1 July 2018 in accordance with the following parameters:

Shire of Wickepin and Facey Group

AGREEMENT – MEMORANDUM OF UNDERSTANDING

1 July 2018 to 30 June 2021

Between

The Shire of Wickepin, of 77 Wogolin Road, Wickepin,

And

Facey Group of 40 Wogolin Road, Wickepin

Whereby it is agreed as follows:

That the Shire of Wickepin and the Facey Group agree to the following terms and conditions for the period commencing 1 July 2018 to 30 June 2021.

1. Office Premises – Community Agricultural Centre, 40 Wogolin Road, Wickepin

1.1 The Shire of Wickepin agrees to provide the Facey Group with office premises located at 40 Wogolin Road, Wickepin.

1.2 The Shire of Wickepin agrees to meet the following costs relevant to the provision of office premises:

- Building insurance (excluding contents);*
- Water Corporation rates and consumption charges;*
- Power consumption charges;*
- Cleaning costs; and*
- Building maintenance.*

1.3 The Facey Group must:

- Ensure the building is kept in a clean and tidy state; and*
- Provide a list of items requiring annual budget determination to the Shire of Wickepin Administration Centre no later than 30 April of each year.*

2. General Operational Support

2.1 The Shire of Wickepin agrees to provide the Facey Group the following operational subsidy for the term of the agreement:

- 2018/2019 \$10,000 plus GST*
- 2019/2020 \$10,000 plus GST*
- 2020/2021 \$10,000 plus GST*

The operational subsidy shall be paid in two equal instalments upon presentation of an invoice by the Facey Group to the Shire. The subsidy shall assist the Facey Group to meet the following operational costs:

- Employment costs – wages & salary;*
- Insurance costs – workers compensation, public liability; and*
- Office expenses – stationery, minor office equipment and consumables, utility charges.*

2.2 *The Facey Group will provide the Shire of Wickepin at the commencement of each financial year with certificates of currency for public liability insurance and workers compensation insurance*

2.3 *The Facey Group will provide to the Shire of Wickepin as soon as practicable at the completion of each financial quarter a copy of their financial position including but not limited to profit and loss statement and bank reconciliation.*

3. *Provision of Motor Vehicle*

3.1 *The Shire of Wickepin agrees to provide the Facey Group with one executive vehicle for the full term of the agreement. The type of vehicle will be determined by the Shire of Wickepin in consultation with the Executive Committee of the Facey Group. The Shire of Wickepin will meet the full cost of changing over the vehicle in accordance with Shire of Wickepin budget deliberations and Shire of Wickepin plant and equipment replacement policy.*

The Motor Vehicle will be provided on the following conditions:

- *The Facey Group to meet all operational costs associated with the vehicle (fuel, insurance, registration, servicing and other costs associated with normal wear and tear).*
- *The Facey Group Executive Officer and partner are permitted to use the vehicle for private use up to a maximum of 1,500km per month. The Facey Group Executive Committee is responsible for overseeing the usage of the vehicle provided.*
- *The Facey Group to be responsible for all matters relating to FBT for the private use of the vehicle.*
- *The vehicle may be used by Facey Group Employees and Facey Group Committee Members. The Facey Group Executive Committee is responsible for overseeing the usage of the vehicle provided.*
- *Other persons may drive the vehicle provided, at the permission of the Facey Group Employees.*
- *Anyone driving the vehicle shall hold a current Australian Drivers Licence.*
- *The vehicle shall be kept in a clean and tidy manner at all times, taking into account normal wear and tear.*
- *Odometer readings shall be noted in Facey Group minutes and forwarded to the Shire of Wickepin.*

4. *Progressive Agriculture Award*

The Shire of Wickepin will provide an Annual award to persons from within the Shire of Wickepin judged to have made the greatest contribution to Landcare / Agriculture for the year, as determined by the Facey Group Committee.

The Award shall be to a Maximum value of \$150 per annum for the term of this agreement

Carried 7 / 0

Council budgeted the following in the 2020/2021 adopted budget.

| | 10 | PROTECTION OF THE ENVIRONMENT OPERATING EXPENDITURE | | | ACTUAL 19/20 | BUDGET 19/20 | BUDGET 20/21 |
|------|------|--------------------------------------------------------|----|--|--------------|--------------|--------------|
| | 4092 | Salary - Facey Group | | | 10,000 | 10,000 | 10,000 |
| | 4092 | Contribution to operating expenses | 22 | | | | 10,000 |
| | 4132 | Community Agricultural Centre | | | 11,843 | | |
| LCAC | | Community Agricultural Centre | | | 11,843 | 17,725 | 12,465 |
| LCAC | | Labour | 01 | | | | 1,500 |
| LCAC | | Overheads | 98 | | | | 1,020 |
| LCAC | | Utilities | 02 | | | | 1,550 |
| LCAC | | Contracts/Consultants | 21 | | | | 3,555 |
| LCAC | | Insurance | 06 | | | | 2,690 |
| LCAC | | Annual Facey Group Award | 05 | | | | 150 |
| LCAC | | Materials | 05 | | | | 2,000 |
| | 4142 | Vehicle Operating Costs | | | 9,034 | 10,200 | 10,200 |
| | 4142 | Lease payments Easifleet | 94 | | | | 7,200 |
| | 4142 | Vehicle Expenses Shire Owned Vehicle | 94 | | | | 3,000 |

Statutory Environment: Nil

Policy Implications: Nil

Financial Implications: Increase in funding for 2021/2022 Budget.

Strategic Implications:

Economic

GOAL 5: We are an agricultural hub, that innovates and leverages opportunities

| SHORT TERM STRATEGY | MEDIUM TERM STRATEGY | POINT OF MEASUREMENT | 10 YR OUTCOME |
|-------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------|
| 5.3 Where appropriate support the Facey Group to continue its close links with local growers and key stakeholders | 5.4 Collaborate with the Facey Group on strategic projects | <ul style="list-style-type: none"> Annual report / presentation from the Facey Group to Council which details strategic priorities Amount of external funding attracted by the Facey Group | The Facey Group is a well recognised brand |

Recommendation:

That council formally enters into a three year agreement in accordance with the below mentioned terms commencing from 1 July 2021 in accordance with the following parameters:

Shire of Wickepin and Facey Group

AGREEMENT – MEMORANDUM OF UNDERSTANDING

1 July 2021 to 30 June 2024

Between

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And

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1.2. The Shire of Wickepin agrees to meet the following costs relevant to the provision of office premises:

- Building insurance (excluding contents);
- Water Corporation rates and consumption charges;
- Power consumption charges;
- Cleaning costs; and
- Building maintenance.

1.3 The Facey Group must:

- Ensure the building is kept in a clean and tidy state; and
- Provide a list of items requiring annual budget determination to the Shire of Wickepin Administration Centre no later than 30 April of each year.

2. General Operational Support

2.1 The Shire of Wickepin agrees to provide the Facey Group the following operational subsidy for the term of the agreement:

- 2021/2022 \$20,000 plus GST
- 2022/2023 \$20,000 plus GST
- 2023/2024 \$20,000 plus GST

The operational subsidy shall be paid in two equal instalments upon presentation of an invoice by the Facey Group to the Shire. The subsidy shall assist the Facey Group to meet the following operational costs:

- Employment costs – wages & salary;
- Insurance costs – workers compensation, public liability; and
- Office expenses – stationery, minor office equipment and consumables, utility charges.

2.2 The Facey Group will provide the Shire of Wickepin at the commencement of each financial year with certificates of currency for public liability insurance and workers compensation insurance.

2.3 The Facey Group will provide to the Shire of Wickepin as soon as practicable at the completion of each financial quarter a copy of their financial position including but not limited to profit and loss statement and bank reconciliation.

3. Provision of Motor Vehicle

3.1 The Shire of Wickepin agrees to provide the Facey Group with one executive vehicle for the full term of the agreement. The type of vehicle will be determined by the Shire of Wickepin in consultation with the Executive Committee of the Facey Group. The Shire of Wickepin will meet the full cost of changing over the vehicle in accordance with Shire of Wickepin budget deliberations and Shire of Wickepin plant and equipment replacement policy.

The Motor Vehicle will be provided on the following conditions:

- The Facey Group to meet all operational costs associated with the vehicle (fuel, insurance, registration, servicing and other costs associated with normal wear and tear).
- The Facey Group Executive Officer and partner are permitted to use the vehicle for private use up to a maximum of 1,500km per month. The Facey Group Executive Committee is responsible for overseeing the usage of the vehicle provided.
- The Facey Group to be responsible for all matters relating to FBT for the private use of the vehicle.
- The vehicle may be used by Facey Group Employees and Facey Group Committee Members. The Facey Group Executive Committee is responsible for overseeing the usage of the vehicle provided.
- Other persons may drive the vehicle provided, at the permission of the Facey Group Employees.
- Anyone driving the vehicle shall hold a current Australian Drivers Licence.
- The vehicle shall be kept in a clean and tidy manner at all times, taking into account normal wear and tear.
- Odometer readings shall be noted in Facey Group minutes and forwarded to the Shire of Wickepin.

4. Progressive Agriculture Award

The Shire of Wickepin will provide an Annual award to persons from within the Shire of Wickepin judged to have made the greatest contribution to Landcare / Agriculture for the year, as determined by the Facey Group Committee.

The Award shall be to a Maximum value of \$150 per annum for the term of this agreement

Voting Requirements: Simple majority.

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: | April 2021 |

To be tabled.

Recommendations:

That council note the President's report dated April 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: | 9 April 2021 |

STAFF HOUSING

The house arrived Tuesday 13 April 2021.



AGED UNITS

The CEO has held discussions with the builders and they have given the following time table:

I have the concreter booked in to commence on 12th April. We will be on site prior to this doing pre-lays etc. I will update the program and send it through so you have an updated timeframe of works.

BUDGET ITEMS

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

- *PBS vehicles are subject to stringent axle spacing requirements, reducing the impact on the road infrastructure*
- *PBS vehicles reduce the number of vehicle movements compared to conventional heavy vehicles which overall reduces congestion and the crash risk exposure.*

SALUTING THEIR SERVICE COMMEMORATIVE GRANT

At the February 2021 council meeting, council resolved the following:

Resolution No 170221-11
Moved Cr W Astbury / Seconded Cr Mearns

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.

Carried 6/0

On Friday 9 April, 2021, an email was received from Darren West MLC confirming their election pledge of \$24,000 for the upgrade of the Wickepin War Memorial – Honour Roll Project.

Total 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 which means the project will be entirely funded by grant monies and Council will no longer need to budget \$33,978 in the 2021/22 budget estimates.

WICKEPIN TOWN HALL ROOF

Ben Kittow of Kittow Constructions will be commencing the replacement of the Wickepin Town Hall roof on 10 May 2021.

OUTBACK CAR HUNTERS

The CEO has given Worldwide Production Services Pty Ltd permission to film at Yealering on Council properties. Worldwide Production Services Pty Ltd is filming a documentary series called Outback Car Hunters; an international car format that incorporates the road trip adventure of American Pickers with the car transformations of Monster Garage. Outback Car Hunters is presented by a couple of car fanatics Dave Morley and Glenn Torrens. The guys use their knowledge of the WA Outback and their journalistic insight into car history to turn their weekend car collecting hobby into a supercharged car flipping adventure. They have found a car of interest from a local Yealering resident. Part of the series is Dave and GT's adventure through each town, as they discover more about the car and its origins.

GRANTS COMMISSION

The WA Local Government Grants Commission will be visiting the Shire of Wickepin on Thursday 22 April 2021 at 9.00am and will take approximately two hours. They will also be holding a public hearing during this time.

The Commission will be represented by the Commissioners and staff as noted below:

- Hon Fred Riebeling (Chair)
- Mr Luke Stevens (Deputy Chair)
- Ms Deborah Hamblin (Metropolitan Member)
- Mr Ian West (Country Rural Member)
- Dr Wendy Giles (Country Urban Member)
- Ms Chloe Papasergio (Senior Strategy and Research Officer)

As part of the hearings, the Commission invites local government to make a short presentation, highlighting the major challenges facing the local government and any projects that are happening in their district. While not compulsory, this information provides context and assists the Commission to better understand your local government and local government within Western Australia more generally.

The CEO has prepared a short PowerPoint presentation for them.

MEETINGS ATTENDED

| | |
|-------------------|------------------------------------------------------------------------|
| March 2021 | |
| 19 | Facey Homestead Sundowner for crew of the A Fortunate Life production. |
| 24 | Arts and Crafts Meeting |
| 25 | ROAC Meeting Narrogin Golf Club |
| 25 | Facey Group Farewell EO Sarah Hyde |
| April 2021 | |
| 1 | Meeting with Nicholas Hart of Pivotel |
| 19 | LEMC Meeting Cuballing |

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 | WK2021006 WK2021007 WK2021008 WK2021009 | 04/03/21 22/03/21 17/03/21 13/04/21 | CEO |
| A4 | Road Side Advertising | CEO | | | |
| A5 | Application for Planning Consent | CEO | Crisp Wireless | 01/04/21 | CEO |
| A6 | Appointment and Termination of Staff | CEO | | | |
| A7 | Rates Recovery – Instalment Payments | CEO | | | |
| A8 | Issue of Orders | CEO | | | |
| A9 | Legal Advice | CEO | | | |
| A10 | Permits to Use Explosives | CEO | | | |
| A11 | Street Stalls | CEO | | | |
| A12 | Liquor Consumption on Shire Owned Property | CEO | WCC - Wickepin Football Club WCC – Funeral | 16/03/21 06/04/21 | CEO |
| A13 | Hire of Community Halls / Community Centre | CEO | WCC – Wickepin Netball Club WCC – Wickepin Football Club WCC – Facey Group Yealering Hall – Private function WCC – CRC WCC – Funeral WCC – Town Team Movement Yealering Hall – SKHKAC | 16/03/21 16/03/21 18/03/21 18/03/21 24/03/21 06/04/21 06/04/21 13/04/21 | CEO |
| 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 9 April 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.