



Attachments

Ordinary Council Meeting
Wednesday 11 December 2024

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* Will be distributed prior to Council Meeting



Minutes

Ordinary Council Meeting
Wednesday 20 November 2024

Date	Wednesday 20 November 2024
Time	3:30pm
Location	Shire of Wickepin Council Chambers 77 Wogolin Road, Wickepin WA 6370
Distribution Date	Thursday 21 November 2024



Notice of Meeting

Please be informed an Ordinary Council Meeting of the Council of the Shire of Wickepin will be held at 3:30pm on Wednesday 20 November 2024 at the Shire of Wickepin Council Chambers, 77 Wogolin Road, Wickepin WA 6370.

A handwritten signature in black ink, appearing to read "K Bartley".

Kellie Bartley
Chief Executive Officer

15 November 2024

Disclaimer

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

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

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1 Declaration of Opening

The Presiding Member, Cr Russell declared the meeting open at 3.36pm and welcomed all in attendance. Cr Russell noted Cr Thompson was no longer an apology as previously noted.

2 Attendance

2.1 Present

Councillors

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

Employees

K Bartley	Chief Executive Officer
E Clement	Deputy Chief Executive Officer
G Hedditch	Manager Works & Services
L Marchei	Governance Officer

Members of Public

There was one (1) member of public in attendance at the meeting.

3 Public Question Time

3.1 Responses to Previous Public Questions Taken On Notice

Nil

3.2 Public Question Time

Public Question Time commenced at 3.41pm.

Paul Purcell, Wickepin 6370

Mr Purcell did not have any specific questions however wanted to raise notice with regards to how things can change for health issues within the region. Mr Purcell did go into his personal details, with the Presiding Member asking what specifically was his question. Mr Purcell advised he just wanted to be here to see things change.

Response (CEO)

Advised Mr Purcell to maybe contact the CRC for assistance in their current program and the outreach via Narrogin Health Services.

Public question time finished at 3.48pm.

4 Apologies and Leave of Absence

4.1 Apologies

Nil

4.2 Previously Approved Leave of Absence

4.3 Requests for Leave of Absence

Cr John Mearns has requested a leave of absence for the Ordinary Council Meeting 11 December 2024 for personal reasons.

Council Decision

Resolution OCM-201124-01

Moved Cr Thompson

Second Cr Miller

That Cr Mearns be granted a leave of absence for the Ordinary Council Meeting 11 December 2024 for personal reasons.

Carried 6/0

For Cr J Russell, Cr W Astbury, Cr F Allan, Cr L Corke, Cr P Thompson, Cr T Miller

Against Nil

5 Petitions, Memorials and Deputations

5.1 Petitions

Nil

5.2 Memorials

Nil

5.3 Deputations

Nil

6 Declarations of Councillors and Officers Interest

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

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

The following declarations of interest have been disclosed –

Item	Item Title	Councillor/Officer	Interest	Reason
16.1	Chief Executive Officer – Annual Leave 2024-2025	CEO Kellie Bartley	Financial	Currently employed as Chief Executive Officer.

7 Confirmation of Minutes of Previous Meetings

7.1 Minutes of the Ordinary Council Meeting held Wednesday 16 October 2024

Officer Recommendation

That Council confirms the minutes of the Ordinary Council Meeting held on Wednesday 16 October 2024, as included in Attachment 7.1.1, as a true and accurate record.

Council Decision

Resolution OCM-201124-02

Moved Cr Miller

Second Cr Astbury

That Council confirms the minutes of the Ordinary Council Meeting held on Wednesday 16 October 2024, as included in Attachment 7.1.1, as a true and accurate record.

Carried 7/0

For Cr J Russell, Cr W Astbury, Cr F Allan, Cr J Mearns, Cr L Corke, Cr P Thompson, Cr T Miller

Against Nil

8 Status Report

Key

○ = in progress ✓ = completed ✕ =superseded

Item	Subject	Council Decision	Status	Action
OCM-231213-04	Public Transport Authority – Draft Lease Template	That Council re-submit request to the Public Transport Authority to purchase railway reserve land south of the railway line.	○	Re-submitted and awaiting response. 09.07.2024 – current CEO to follow up on current PTA and the playground and skatepark. 05.09.2024 – CEO emailed PTA to follow up previous correspondence, nil response to date. Nov 24 – follow up email in progress with PTA and item.
OCM-170424-10	Local Emergency Management Committee Review – Combined Shires Wickepin, Cuballing and Narrogin	Recommendation 1 That Council may resolve to seek a variation to separate from the combined LEMC with the Shire of Cuballing, seeking to stand alone and conduct the LEMC with the Shire of Wickepin only. Recommendation 2 That Council authorises the Shire President and Chief Executive Officer to proceed to engage and seek the opportunities to apply for a Community Emergency Services Manager for the Shire of Wickepin and surrounding local governments that may have interest.	○	In progress, meeting to be held Monday 13 May 2024 for next step. CEO has been in contact with DFES, DEMC for requirements and advised by CEO's of Narrogin and Cuballing of outcomes. 09.07.2024 – pending process with the LEMC processes and changes as required. Sept 24 – CEO has sent relevant information and letter to SEMC for approval. Awaiting response. Shire has been approved for

Item	Subject	Council Decision	Status	Action
				AWARE Grant to proceed with new process. Oct 24 – No change pending grant agreement to be issued.
OCM-150524-12	Adoption – Shire of Wickepin Parking and Parking Facilities Local Law 2024	<p>That with respect to the proposed Shire of Wickepin Parking and Parking Facilities Local Law 2024, that Council:</p> <ol style="list-style-type: none"> 1. Makes the local law as detailed in Attachment 14.7.3, pursuant to section 3.12 (4) of the Local Government Act 1995; 2. Notes the submissions received during the public advertising period required by the Local Government Act 1995 and the responses taken to the proposed Local Law. 3. Authorises the Shire President and Chief Executive Officer to affix the common seal to the Shire of Wickepin Parking and Parking Facilities Local Law 2024 as contained in Attachment 14.7.3. 4. Instructs the Chief Executive Officer to: <ol style="list-style-type: none"> a) Publish the local law in the Government Gazette in accordance with section 3.12(5) of the Local Government Act 1995; b) Provide a copy of this local law to the Minister of Local Government once published in the Government Gazette; c) Give local public notice pursuant to section 1.7 of the Local Government Act 1995 following publication in the Government Gazette, stating the title and purpose and effect of this local law, and that the local law is published on the Shire website and that copies may be inspected at, or 	○	In progress.

Item	Subject	Council Decision	Status	Action
		obtained from the Shire's administration officers; and d) Prepare and submit to the Joint Standing Committee on Delegated Legislation, a copy of this local law, an explanatory memorandum (jointly signed by the Shire President and Chief Executive Officer) along with the checklist and any other supporting information on the local law made.		
OCM-210824-13	Shire of Wickepin – Draft Local Planning Strategy	<p>That with respect to the proposed Shire of Wickepin Draft Local Planning Strategy, Council:</p> <ol style="list-style-type: none"> 1. Pursuant to Regulation 12 of the Planning and Development (Local Planning Schemes) Regulations 2015, adopts the Shire of Wickepin Draft Local Planning Strategy, as detailed in Attachment 14.5.1, for the purposes of advertising. 2. Forwards the Shire of Wickepin Draft Local Planning Strategy to the Western Australian Planning Commission for assessment and compliance with Regulation 12 of the Planning and Development (Local Planning Schemes) Regulations 2015. 3. Upon receiving certification from the Western Australian Planning Commission, advertise the Shire of Wickepin Draft Local Planning Strategy in accordance with Regulation 13 of the Planning and Development (Local Planning Schemes) Regulations 2015, including an extended public comment period of 90 days. 4. After the expiry of the period within which submissions may be made, review the Shire of Wickepin Draft Local Planning Strategy, considering any submissions received. 	○	<p>Sept 24 – Awaiting DLPH to then advertise as required.</p> <p>Oct 24 – request sent to DLPH for advertising approval, pending approval.</p>

Item	Subject	Council Decision	Status	Action
		<p>5. After the completion of the review of Shire of Wickepin Draft Local Planning Strategy, submit to the Western Australian Planning Commission:</p> <p>(a) a copy of the advertised Local Planning Strategy; and</p> <p>(b) a schedule of the submissions received; and</p> <p>(c) particulars of any modifications to the advertised local planning strategy proposed by the local government.</p>		
OCM-180924-06	Advertising of Tender – RFT-02-2024-2025 – Supply and Lay of Asphalt	That Council, pursuant to section 3.57 of the Local Government Act 1995 and Regulation 11 of the Local Government (Functions and General) Regulations 1996, approves for the Chief Executive Officer to publicly invite tenders for RFT02- 2024-2025 for the 2024/2025 laying and supply of the asphalt program for the works for Stock Route Road widening program.	✓	Oct 24 – out for tender, current in progress with tender requirements. Nov 24 – Item presented to Council for this month for decision.
OCM-161024-07	100th Anniversary Albert Facey Homestead – Budget Request	<p>That Council:</p> <p>1. Supports and authorises the Chief Executive Officer for the approval to expend funds for the purpose of the Albert Facey Homestead 100th year Celebration, up to \$1,000 from general ledger 116920 (CDOP) – Community Development Funds to be held in November 2024;</p> <p>2. Approves the Chief Executive Officer the expenditure for the purpose of the Albert Facey Homestead maintenance of up to \$1,000 from the Albert Facey Homestead Reserve Fund – General Ledger 172130 for the purpose of the 100 year celebration for Albert Facey Homestead; and</p> <p>3. Authorises the Chief Executive Officer to transfer of funds from the Albert Facey</p>	✓	Nov 24 – Item now completed and actioned through AFH.

Item	Subject	Council Decision	Status	Action
		Homestead Reserve – General Ledger 172130 to Albert Facey Expenditure – general ledger 167820 (Job Number - LAF1) for the purpose of maintenance for up to \$1,000.		
OCM-161024-08	Administration Office & Works Depot Closure - Christmas Trading Hours 2024/2025	<p>That Council;</p> <p>1. Approves the trading hours for 2024/2025 Christmas period be as follows:</p> <p>Monday 23 December Open</p> <p>Tuesday 24 December Open</p> <p>Closing at 12 noon Closed</p> <p>Wednesday 25 December Closed</p> <p>– Public Holiday (for Christmas Day)</p> <p>Thursday 26 December Closed –</p> <p>Public Holiday (for Boxing Day)</p> <p>Friday 27 December Closed -</p> <p>Employee Annual Leave</p> <p>Monday 30 December Closed -</p> <p>Employee Annual Leave</p> <p>Tuesday 31 December Closed -</p> <p>Employee Annual Leave</p> <p>Wednesday 1 January Closed –</p> <p>Public Holiday (for New Year's Day)</p> <p>Thursday 2 January Closed -</p> <p>Employee Annual Leave</p> <p>Friday 3 January Closed -</p> <p>Employee Annual Leave</p> <p>Monday 6 January Reopening to normal hours</p> <p>2. Authorises the Chief Executive Officer that the closure and emergency contacts being published on the Shire's website, Facebook page, notice boards and the Watershed in the months leading up to the Christmas period; and</p>	✓	Items actioned via operational advice to all staff and actions will be finalised in the week into closure period.

Item	Subject	Council Decision	Status	Action
		3. Notes that the Chief Executive Officer to ensure that there will be staff available for call outs in the event of an emergency.		

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

9 Motions of Which Notice Has Been Given

Nil

10 Receipt of Committee Minutes or Reports and Consideration of Recommendations

11 President's Report

On Tuesday 5th November I joined the Central Country Zone Executive Meeting by Teams, where the Zone's financial report was received and planning was made for next year's meeting dates, speakers, and agenda items.

The full Central Country Zone meeting was held on Friday 15th November, hosted by the Shire of Wandering.

With the 2024-25 harvesting season in full swing, there is an increase in the number of heavy vehicles and oversized vehicles on our local and regional roads. We are very mindful of road conditions that are needed to be suitable for these vehicles, as well as the normal vehicles of traffic flow, and so Council is very thankful to our Works Crews who ensure that our roads are kept in tip-top condition especially at this busy time of the year.

Council is very grateful to our Fire Control Officers and all active members of our Bushfire Brigades and St. John Ambulance Emergency Volunteers who are always on hand at the drop of a hat to attend to any emergency issues or events that may occur due to unforeseen circumstances. Sincere thanks to you all for your dedication.

Thanks to the team of Administration Staff who have been working with the Auditors from the Office of the Auditor General to complete the 2023-24 Financial Audit. Council's Governance Committee will be reviewing the findings of the audit at their December meeting, and the Audit Exit Meeting will also be scheduled for December.

On behalf of Council, I would like to say farewell and good luck to Manager of Works Graeme Hedditch who is leaving us to take up a position with the Shire of Kellerberrin. In the short two and a bit years that Graeme has been with us he has been instrumental in overseeing Council's key building and infrastructure projects including the Skate Park, Independent Living Units and Yealering Ablution Block as well as overseeing the achieving of Council's annual road programmes and plant replacements in accordance with Council's set budgets. Our sincere thanks to you Graeme, and we wish yourself and your family all the best.

Council Decision

Resolution OCM-201124-03

Moved Cr Astbury

Second Cr Mearns

That Council notes the President's report dated 20 November 2024.

Carried	7/0
For	Cr J Russell, Cr W Astbury, Cr F Allan, Cr J Mearns, Cr L Corke, Cr P Thompson, Cr T Miller
Against	Nil

12 Report by the Chief Executive Officer

A summary of some of the actions undertaken by the Chief Executive Officer for October/November 2024 is below:

Regional Drought Resilience Plan

CEDO attended online the Regional Drought Resilience Plan – an engagement piece for the local governments within the area and how this affects the development of drought resilience plans. Elected Members and the community were given the opportunity to respond online from the community perspective.

Yealering Bush Fire Meeting

Attended Yealering BFB open season meeting, overview of volunteers' responsibility and overview of their vehicle. CEO was able to meet and greet with the Yealering volunteers and work with them in this fire season.

Swimming Pool Meeting

CEO & Swimming Pool Manager had an open season meeting and to overview the current status of the swim season. Wickepin Pool opened on the 1st November and appreciate the work that Pippa does prior to and in season for the residents and community.

NCM Preparedness 3G Network Closure

Overview with Telstra on the closure of 3G Network. Understanding the aspects for Emergency Management aspect along with the risk. Federal aspect for the National Emergency Management Agency and how we need to continually work during these periods of emergencies.

Compu-stor Meeting

CEO, DCEO meeting with Compu-stor from the WALGA conference in discussions for the current status of the shire and the records system. Further investigation will be required and to be brought back for discussion with Council.

WALGA Meeting

Meeting held with CEO, Nick Sloan (CEO WALGA), Tony Brown (Executive Manager WALGA) to overview where Wickepin is at present and any supporting areas that may be required. Discussions on benefits of services and where Wickepin has utilised services.

Yealering Fire Crown Land

Attended with Cr Corke (BFB Volunteer) with details smouldering area in crown land. Site took up to 65,000 litres, and taking 3 days of staff to help put it out.

General Catch up Meetings

Meeting with Greg White via phone on the current process and governance for the Wickepin District Sports Club.

Discussions with Helen Sands for early morning swimming and pool opening season.

Discussions held with Health Department on operational matters.

Met with Ms Loui Gamble for matters associated with sewerage and matters of the Wickepin Caravan Park.

Met at site for the REED group on matters associated with the Wickepin Playgroup building.

Depot received overview of Total Fire Bans and Harvest Vehicle Movement Bans.

150 Square – Growth Strategy

Meeting held via teams with Caroline Robinson and Darren from 150 Square on the progression of the Growth Strategy for the Shire. Early engagement on the Shire's direction and further engagement to occur in the month of December.

Wickepin Hotel

Requested to attend meeting with the working group/current board members as to the next steps for opening. Meeting was arranged for EHO to attend however due to Narrogin Tip Fire, EHO was unable to attend.

DEMC Meeting

Attended online DEMC meeting this morning for pre-season for LEMC and the current season and preparedness to be discussed. Overview of weather, Department of Communities overview along with the benefits of an ISG group.

I would also like to take the time to acknowledge Mr Graeme Hedditch and his work commitment to the Shire over his time working here. It has been a pleasure working with Graeme and both Council, Administration and Depot staff acknowledge the work he has managed to achieve in his time here. We wish Graeme all the best at his new venture and will be missed. Noting the work that Graeme did take on, on his commencement here, as he worked extensively to finalise the Johnston Street Units, which is invaluable for the community and shire. We will miss you however wish you all the best.

Delegations exercised –

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. 14.1 List of Accounts		CEO, DCEO
A2	Septic Tank Application Approvals	EHO	Permit to use Apparatus – 4 Plover Street	30/10/2024	CEO
A3	Building Approvals	BO	Building Permit – 1315 Wickepin-Corrigin Road, Yealering	16/10/2024	CEO
A4	Roadside Advertising	CEO			
A5	Application for Planning Consent	CEO			
A6	Appointment and Termination of Staff	CEO			
A7	Rates Recovery – Instalment Payments	CEO			
A8	Issue of Orders	CEO			
A9	Legal Advice	CEO			
A10	Permits to Use Explosives	CEO			

A11	Street Stalls	CEO			
A12	Liquor Consumption on Shire Owned Property	CEO	Alcohol Consumption Permission – Yealering Town Hall Spring Blooms Yealering Progress Assoc.	08/10/2024	CEO
			Alcohol Consumption Permission – Community Centre Funeral	25/10/2024	CEO
			Alcohol Consumption Permission – Community Centre Trials Presentation Night Facey Group	30/10/2024	CEO
			Alcohol Consumption Permission – Community Centre Cricket Club	30/10/2024	CEO
A13	Hire of Community Halls / Community Centre	CEO	Yealering Hall Fee Waiver – Blooms Fest	11/10/2024	CEO
			Yealering Hall Fee Waiver – Yealering Primary Presentation Night & Practices	17/10/2024	CEO
A14	The Food Act 2008 and the Food Regulations 2009	CEO			
A15	The Public Health Act 2016	CEO			
A16	Sponsorship, contributions and donations to sporting and community groups	CEO			

Council Decision
Resolution OCM-201124-04
Moved Cr Thompson
Second Cr Mearns

That Council notes the Chief Executive Officer's report dated 20 November 2024.

Carried 7/0
For Cr J Russell, Cr W Astbury, Cr F Allan, Cr J Mearns, Cr L Corke, Cr T Miller, Cr P Thompson
Against Nil

13 Notices of Motions for the Following Meeting

Nil

14 Reports and Information

14.1 Monthly Schedule of Accounts Paid – October 2024

Submission to	Ordinary Council Meeting
Location / Address	-
Name of Applicant	-
File Reference	FM.FR.1212
Author	E Clement – Deputy Chief Executive Officer
Interest Disclosures	The author has no financial, proximity or impartiality interests in this item.
Report Written Date	9 November 2024
Attachment	14.1.1 - Monthly Schedule of Accounts Paid – October 2024

Summary

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

The purpose of this report is to present the –

- Schedule of Creditor Accounts Paid, including Corporate Credit Card Reconciliations, for October 2024

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

Background

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

Comments

Shire officers have prepared the Monthly Schedule of Accounts Paid, in accordance with legislative requirements, and is contained in **Attachment 14.1.1**.

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

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

Municipal Fund	Vouchers	Amounts
Electronic Funds Transfer	EFT14903 - EFT14980	\$ 400,467.66
Cheques	15958 - 15963	\$ 15,353.71
Direct Deductions	October 24	\$ 1,882.37
Superannuation	October 24	\$ 26,868.46
Credit Card	October 24	\$ 5,496.20
BPay Payments	October 24	\$ 0.00
Payroll	October 24	\$ 156,129.00
Licensing	October 24	\$ 38,880.90
Municipal Fund Total		\$ 645,078.30

Trust Fund		
Electronic Funds Transfer		\$0.00
Cheques		\$0.00
Trust Fund Total		\$ 0.00
Total		\$ 645,078.30

Statutory Environment

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

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

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

Policy Implications

Council Policy 3.1.7 – EFT Payment and Cheque Issue

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

Financial Implications

Current Financial Year

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

Future Financial Years

Nil

Strategic Implications

Nil

Voting Requirement

Simple majority

Officer Recommendation

*That Council, pursuant to Regulation 13 of the Local Government (Financial Management) Regulations 1996 acknowledges payments from the Municipal Fund of \$645,078.30 and Trust \$0 for October 2024, as included in **Attachment 14.1.1**.*

Council Decision

Resolution **OCM-201124-05**

Moved **Cr Astbury**

Second **Cr Corke**

That Council, pursuant to Regulation 13 of the Local Government (Financial Management) Regulations 1996 acknowledges payments from the Municipal Fund of \$645,078.30 and Trust \$0 for October 2024, as included in Attachment 14.1.1.

Carried 7/0

For Cr J Russell, Cr W Astbury, Cr F Allan, Cr J Mearns, Cr L Corke, Cr P Thompson, Cr T Miller

Against Nil

Mr Paul Purcell left the chambers at 4.07pm and returned at 4.08pm.

14.2 Statement of Financial Activity – October 2024

Submission to	Ordinary Council Meeting
Location / Address	-
Name of Applicant	-
File Reference	FM.FR.1212
Author	E Clement – Deputy Chief Executive Officer
Interest Disclosures	The author has no financial, proximity or impartiality interests in this item.
Report Written Date	11 November 2024
Attachment	14.2.1 - Statement of Financial Activity – October 2024

Summary

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

The purpose of this report is to present the Statement of Financial Activity for the period ended October 2024.

Council is requested to accept the Statement of Financial Activity.

Background

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

Comments

Shire officers have prepared the Statement of Financial Activity, and supporting documentation, in accordance with legislative requirements, and is contained in **Attachment 14.2.1**.

Statutory Environment

Local Government Act 1995 – Section 6.4 Financial report

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

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

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

Policy Implications

Council Policy 3.1.14.2 – Monthly Financial Reporting

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

Financial ImplicationsCurrent Financial Year

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

Future Financial Years

Nil

Strategic Implications

Nil

Voting Requirement

Simple majority

Officer Recommendation

*That Council, pursuant to Regulation 34 of the Local Government (Financial Management) Regulations 1996, accepts the Statement of Financial Activity and associated documentation for the period ending October 2024, as included in **Attachment 14.2.1**.*

Council Decision

Resolution **OCM-201124-06**

Moved **Cr Astbury**

Second **Cr Thompson**

That Council, pursuant to Regulation 34 of the Local Government (Financial Management) Regulations 1996, accepts the Statement of Financial Activity and associated documentation for the period ending October 2024, as included in Attachment 14.2.1.

Carried **7/0**

For **Cr J Russell, Cr W Astbury, Cr F Allan, Cr J Mearns, Cr L Corke, Cr P Thompson, Cr T Miller**

Against **Nil**

14.3 Proposed Council Meeting Dates 2025

Submission to	Ordinary Council Meeting
Location / Address	Whole Shire
Name of Applicant	K Bartley, Chief Executive Officer
File Reference	CM.PLA.404
Author	L Marchei, Governance Officer
Interest Disclosures	The author/s has no financial, proximity or impartiality interests in this item.
Report Written Date	11 November 2024
Attachments	Nil

Summary

The purpose of this report is for Council to adopt the Ordinary Council Meeting dates, time and schedule for the 2025 calendar year. All nominated dates fall on the 3rd Wednesday of the month.

Background

The *Local Government Act 1995* requires a local government, at least once a year, to give local public notice of the dates, times and places at which ordinary and committee meetings are to be held for the next twelve months.

Currently all Council Meetings are held in the Council Chambers at the Shire of Wickepin Administration Building at 77 Wogolin Road, Wickepin. Council Meetings commence at 3.30pm and are open to the public.

Comments

Accordingly, Council is requested to adopt the following dates on which Ordinary Council Meetings are to be held in 2025:

- No Meeting held in January 2025
- Wednesday February 19, 2025
- Wednesday March 19, 2025
- Wednesday April 16, 2025
- Wednesday May 21, 2025
- Wednesday June 18, 2025
- Wednesday July 16, 2025
- Wednesday August 20, 2025
- Wednesday September 17, 2025
- Wednesday October 15, 2025
- Wednesday November 19, 2025
- Wednesday December 17, 2025

Statutory Environment

Section 5.25(1)(g) of the *Local Government Act 1995* provides for the giving of public notices of the date and agenda for Council Meetings.

Regulation 12 of the Local Government (Administration) Regulations 1996, states:

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

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

Policy Implications

That there is no policy associated with this item.

Financial Implications

There is no financial costs to this item other than already budgeted funds through the annual budget process.

Strategic Implications**GOAL - Governance**

Objective: 12 Our communities are informed via multiple channels of regular intervals

Strategy: 12.1 Provide meaningful communication that delivers information regularly and succinctly.
12.2 Promote Council services and achievements

Voting Requirement

Simple majority

Officer Recommendation

That Council requests the Chief Executive Officer to give local public notice in accordance with Regulation 12 of the Local Government (Administration) Regulations 1996 for the Shire of Wickepin's 2025 Ordinary Council Meetings to be held at _____pm in the Council Chambers, Shire of Wickepin Administration Office, 77 Wogolin Road, Wickepin;

- *No Meeting Scheduled January 2025*
- *Wednesday February 19, 2025*
- *Wednesday March 19, 2025*
- *Wednesday April 16, 2025*
- *Wednesday May 21, 2025*
- *Wednesday June 18, 2025*
- *Wednesday July 16, 2025*
- *Wednesday August 20, 2025*
- *Wednesday September 17, 2025*
- *Wednesday October 15, 2025*
- *Wednesday November 19, 2025*

- *Wednesday December 17, 2025*

Council Decision**Resolution** **OCM-201124-07****Moved** **Cr Astbury****Second** **Cr Thompson**

That Council requests the Chief Executive Officer to give local public notice in accordance with Regulation 12 of the Local Government (Administration) Regulations 1996 for the Shire of Wickepin's 2025 Ordinary Council Meetings to be held at 3.30pm in the Council Chambers, Shire of Wickepin Administration Office, 77 Wogolin Road, Wickepin;

- ***No Meeting Scheduled January 2025***
- ***Wednesday February 19, 2025***
- ***Wednesday March 19, 2025***
- ***Wednesday April 16, 2025***
- ***Wednesday May 21, 2025***
- ***Wednesday June 18, 2025***
- ***Wednesday July 16, 2025***
- ***Wednesday August 20, 2025***
- ***Wednesday September 17, 2025***
- ***Wednesday October 15, 2025***
- ***Wednesday November 19, 2025***
- ***Wednesday December 17, 2025***

Carried **7/0****For** **Cr J Russell, Cr W Astbury, Cr F Allan, Cr J Mearns, Cr L Corke, Cr P Thompson, Cr T Miller****Against** **Nil**

14.4 Budget Amendment - Australia Day Celebrations 2025 Grant

Submission to	Ordinary Council Meeting
Location / Address	-
Name of Applicant	Olivia Melville-Main, Community & Economic Development Officer
File Reference	CR.MEE.211/GS.PRG.1554
Author	Olivia Melville-Main, Community & Economic Development Officer
Interest Disclosures	The author has no financial, proximity or impartiality interests in this item.
Report Written Date	12 November 2024
Attachments	Nil

Summary

This item is presented to Council to endorse the budget amendment in support of the Australia Day Grant 2025 that the Shire of Wickepin has been successful in securing for up to \$10,000.

Background

The Australia Day Celebration is a much-loved annual event and is a staple in the Wickepin calendar. Each year the breakfast that Council hosts is attended by a large percentage of the community and is a prime opportunity to foster community engagement and co-operation. This has previously been rotated between the communities, the 2025 Australia Day Breakfast is to be held at Yealering, with further activities to be held at the Wickepin Swimming Pool later in the day.

Comments

The Shire Officers submitted an application for up to \$10,000(excluding GST) through the National Australia Day Council. The Shire's proposal includes the following activities:

- Breakfast prepared by Councillors at the Yealering Town Hall
- Community Awards
- Pool Party and Free Sausage Sizzle at the Wickepin Swimming Pool
- Music and Entertainment by DJ Red
- Water Games and Prizes, hosted by the Swimming Pool Manager

This has now been submitted and was accepted, therefore requiring a budget variation to receive the income and expenses associated with the event. The Shire has now received confirmation that it was successful in this application and that 80% of the funds will be made available to cover the cost of the food, decorations and entertainment for the event. With the following 20% paid to the Shire once we provide the acquittal details after the event and before the 30th April 2025.

The Officer's recommendation is to support this request.

Statutory Environment

This request aligns to *Section 6.8 of the Local Government Act 1995*, which states:

Expenditure from municipal fund not included in annual budget

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

** Absolute majority required*

Policy Implications

There are no current policies that relate to this item.

Financial Implications

There are currently no provisions held within the current 2024/2025 budget to accommodate these funds to be received or be spent. Therefore, the new general ledgers are detailed below.

Account Number	Account Description	Increase	Decrease	Original Budget	Revised budget
0983	Grant Income	(\$10,000)			(\$10,000)
0312	Presentations & Others - Expenses	(\$10,000)			\$10,000
Net Effect to Budget					\$0.00
The total project cost will not have a negative effect on the budget due to project being fully funded					
Reason: To provide for the income and expenditure for the Australia Day Event 2025.					

Strategic Implications

GOAL - Community

Objective: 9 Our communities are engaged, have a healthy lifestyle and are safe

Strategy: 9.1 Advocate for quality health and community service

Voting Requirement

Absolute Majority

Officer Recommendation

That Council:

- 1) Approves the expenditure for the purpose for the Australia Day Event 2025 in the Shire of Wickepin, totalling \$10,000.00 (ex GST); and
- 2) Authorises the following amendments to the 2024/2025 Budget detailed in the table below.

Account Number	Account Description	Increase	Decrease	Original Budget	Revised budget
0983	Grant Income	(\$10,000)			(\$10,000)
0312	Presentations & Others - Expenses	(\$10,000)			\$10,000
Net Effect to Budget					\$0.00
The total project cost will not have a negative effect on the budget due to project being fully funded					
Reason: To provide for the income and expenditure for the Australia Day Event 2025.					

Council Decision**Resolution** **OCM-201124-08****Moved** **Cr Allan****Second** **Cr Astbury*****That Council:***

- 1) Approves the expenditure for the purpose for the Australia Day Event 2025 in the Shire of Wickepin, totalling \$10,000.00 (ex GST); and***
- 2) Authorises the following amendments to the 2024/2025 Budget detailed in the table below.***

<i>Account Number</i>	<i>Account Description</i>	<i>Increase</i>	<i>Decrease</i>	<i>Original Budget</i>	<i>Revised budget</i>
<i>0983</i>	<i>Grant Income</i>	<i>(\$10,000)</i>			<i>(\$10,000)</i>
<i>0312</i>	<i>Presentations & Others - Expenses</i>	<i>(\$10,000)</i>			<i>\$10,000</i>
<i>Net Effect to Budget</i>					<i>\$0.00</i>
<i>The total project cost will not have a negative effect on the budget due to project being fully funded</i>					
<u><i>Reason: To provide for the income and expenditure for the Australia Day Event 2025.</i></u>					

Carried **7/0****For** **Cr J Russell, Cr W Astbury, Cr F Allan, Cr J Mearns, Cr L Corke, Cr P Thompson, Cr T Miller****Against** **Nil**

14.5 RFT - 03-2024-2025 – Supply and Delivery of a 6 x 4 Two-Way Tip Truck

Submission to	Ordinary Council Meeting
Location / Address	-
Name of Applicant	Graeme Hedditch, Manager Works Services
File Reference	FM.TEN.1220/WM.TEN.2914
Author	Graeme Hedditch, Manager Works Services
Interest Disclosures	The author has no financial, proximity or impartiality interests in this item.
Report Written Date	14 November 2024
Attachments	Nil

Summary

This report is for Council to call for tenders in accordance with the requirements of the *Local Government Act 1995* and Regulations for the value of services over \$250,000 for the Asset Management Program for 2024/2025.

Background

Each year tenders are called for the supply and services. Tenders to supply and delivery of a 6 x 4 two-way tip truck.

To assist with the tender process, the WALGA proforma tender document is used to simplify tenderers to understanding of Council requirements.

Comments

In summary, the proposed Supply and Delivery of a 6 x 4 Two-Way Side Tip Truck will be called.

Supply and Delivery of a 6 x 4 Two-Way Tip Truck, Council will require to upgrade its asset management plan for 2024/2025. As the adopted Annual Budget for the 2024/2025 period has now been endorsed, the Shire Officers are seeking Council to support the advertising for the tender for the supply and delivery of a 6 x 4 two-way tip truck.

Statutory Environment

Local Government Act 1995 – Section 3.57 – Tenders for providing goods and services

3.57. Tenders for providing goods or services

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

Local Government (Functions and General) Regulations 1996, Regulation 11

11. When tenders have to be publicly invited

- (1) *Tenders are to be publicly invited according to the requirements of this Division before a local government enters into a contract for another person to supply goods or services if the consideration under the contract is, or is expected to be, more, or worth more, than \$250 000 unless subregulation (2) states otherwise.*
- (2) *Tenders do not have to be publicly invited according to the requirements of this Division if—*

- (a) the supply of the goods or services is to be obtained from expenditure authorised in an emergency under section 6.8(1)(c) of the Act; or*
- (aa) the supply of the goods or services is associated with a state of emergency or a COVID-19 declaration; or*
- (b) the supply of the goods or services is to be obtained through the WALGA Preferred Supplier Program; or*
- [(ba) deleted]*
- (c) within the last 6 months —*
 - (i) the local government has, according to the requirements of this Division, publicly invited tenders for the supply of the goods or services but no tender was submitted that met the tender specifications or satisfied the value for money assessment; or*
 - (ii) the local government has, under regulation 21(1), sought expressions of interest with respect to the supply of the goods or services but no person was, as a result, listed as an acceptable tenderer;*
- or*
- (d) the contract is to be entered into by auction after being expressly authorised by a resolution of the council of the local government; or*
- (e) the goods or services are to be supplied by or obtained through the government of the State or the Commonwealth or any of its agencies, or by a local government or a regional local government; or*
- (ea) the goods or services are to be supplied —*
 - (i) in respect of an area of land that has been incorporated in a district as a result of an order made under section 2.1 of the Act changing the boundaries of the district; and*
 - (ii) by a person who, on the commencement of the order referred to in subparagraph (i), has a contract to supply the same kind of goods or services to the local government of the district referred to in that subparagraph;*
- or*
- (f) the local government has good reason to believe that, because of the unique nature of the goods or services required or for any other reason, it is unlikely that there is more than one potential supplier; or*
- (g) the goods to be supplied under the contract are —*
 - (i) petrol or oil; or*
 - (ii) any other liquid, or any gas, used for internal combustion engines;*
- or*
- (h) the following apply —*
 - (i) the goods or services are to be supplied by —*
 - (I) a person registered on the Aboriginal Business Directory WA published by the Chamber of Commerce and Industry of Western Australia Limited ABN 96 929 977 985; or*
 - (II) a person registered with the Australian Indigenous Minority Supplier Office Limited (trading as Supply Nation) ABN 50 134 720 362;*
 - and*
 - (ii) the consideration under the contract is \$250 000 or less, or worth \$250 000 or less; and*

- (iii) *the local government is satisfied that the contract represents value for money;*
or
- (i) *the goods or services are to be supplied by an Australian Disability Enterprise; or*
- (ia) *the contract is formed by the novation of a contract to which subregulation (1) applies;*
or
- (j) *the contract is a renewal or extension of the term of a contract (the **original contract**) where —*
 - (i) *the original contract was entered into after the local government, according to the requirements of this Division, publicly invited tenders for the supply of goods or services; and*
 - (ii) *the invitation for tenders contained provision for the renewal or extension of a contract entered into with a successful tenderer; and*
 - (iii) *the original contract contains an option to renew or extend its term; and*
 - (iv) *the supplier's tender included a requirement for such an option and specified the consideration payable, or the method by which the consideration is to be calculated, if the option were exercised;*
- or
- (ja) *the contract is a renewal or extension of the term of a contract (the **original contract**) where —*
 - (i) *the original contract is to expire within 3 months; and*
 - (ii) *the renewal or extension is for a term of not more than 12 months from the expiry of the original contract; and*
 - (iii) *the contract for renewal or extension is entered into at a time when there is in force a state of emergency declaration or a COVID-19 declaration applying to the district, or part of the district, of the local government;*
- or
- (jb) *the contract is a renewal or extension of the term of a contract (the **original contract**) for the supply of dental or medical services by a person registered under the Health Practitioner Regulation National Law (Western Australia) in the dental profession or medical profession; or*
- (k) *the goods or services are to be supplied by a pre-qualified supplier under Division 3.*

Policy Implications

Council Policy 3.1.6 – Purchasing & Council Policy 3.1.6.3 – is associated with this item.

Financial Implications

The adopted annual budget for 2024/2025 provides for the current provisions, within the asset management plan which has been presented to Council for discussion through the budget workshop/forums. External grant funding financial allocations have been accepted through relevant stakeholders for the 2024/2025 works program.

Voting Requirement

Simple Majority

Officer Recommendation

That Council, pursuant to section 3.57 of the Local Government Act 1995 and Regulation 11 of the Local Government (Functions and General) Regulations 1996, approves for the Chief Executive Officer to publicly invite tenders for RFT03- 2024-2025 for the Supply and Delivery of a 6 x 4 Two-Way Tip Truck.

Council Decision

Resolution **OCM-201124-09**

Moved **Cr Astbury**

Second **Cr Corke**

That Council, pursuant to section 3.57 of the Local Government Act 1995 and Regulation 11 of the Local Government (Functions and General) Regulations 1996, approves for the Chief Executive Officer to publicly invite tenders for RFT03- 2024-2025 for the Supply and Delivery of a 6 x 4 Two-Way Tip Truck.

Carried **7/0**

For **Cr J Russell, Cr W Astbury, Cr F Allan, Cr J Mearns, Cr L Corke, Cr P Thompson, Cr T Miller**

Against **Nil**

14.6 Acceptance of Tender - RFT 02-2024-2025 - Supply & Lay of Asphalt – Stock Route Road

Submission To:	Ordinary Council
Location/Address:	Whole Shire
Name of Applicant:	Graeme Hedditch, Manager Works & Services
File Reference:	FM.TEN.1220/WM.TEN.2914
Author:	Graeme Hedditch, Manager Works & Services
Interest Disclosure:	The author has no financial, proximity or impartiality interests in this item.
Report Written Date:	8 November 2024
Attachments	Confidential Attachment 14.6.1 – RFT 02-2024-2025 Qualitative Criteria (under separate cover)

Summary:

The purpose of this report is to advise Council of submissions received in relation to Tender RFT 02-2024-2025 – Supply & Lay of Asphalt, and for Council to award the contract to the best value for money tenderer as proposed by the evaluation panel recommendation.

Background:

The Request for Tender (RFT) RFT 02-2024-2025 - Supply and Lay of Asphalt was advertised via E-Quotes on Tuesday 24th September 2024 and closed at 2pm on Friday, 1st November 2024 on the Western Australian Local Government Association's ("WALGA") Preferred Supplier E-Quotes System. E-Quotes suppliers were notified of the request for tender.

The RFT sought the services of the suitably qualified and experienced contractor to undertake the supply and lay of asphalt. The RFT is for the supply and lay of asphalt products for roadworks including, although not limited to, the following 2024/2025 Capital Works program:

- Stock Route Road

The tender documentation specifically sought-

- Asphalt design.
- Supply the application of hot asphalt.
- Spread of Asphalt @3300m x 2m x 2 = 13200sqm in total. (Width may vary)
- Pre-tack spray before application.
- Sweeping.
- Rolling as required.
- Supply water as required.
- Traffic control during associated Asphalt works.
- Installation TRPM temporary raised pavement markers if required.

Additionally, tender submissions were required to include the following –

- Organisation profile;
- Agency details;
- Sub-contractor details;
- Quality assurance details;
- Selection criteria responses;
- Operational compliance details against set criteria;
- Demonstrated experience in similar works;

- Demonstrated commitment to customer service;
- Demonstrated assurance of occupational safety and health practices; and
- Price information.

Submissions

The RFT was advertised through the WALGA E-Quotes with four (4) submissions received and the submissions are summarised in **CONFIDENTIAL Attachment 14.6.1**. Tender submissions failing to complete all information requirements contained within the tender documentation schedules will be rejected.

Tender submissions were received from the following companies:

#	Company Name
1	WCP Civil Pty Ltd
2	Roads 2000 Pty Ltd
3	Boral Resources (WA) Ltd
4	Supercivil Pty Ltd

The selection criteria, and associated weighting, for consideration in determining the successful complying tender submission are contained in **CONFIDENTIAL Attachment 14.6.1**.

Evaluation Panel

An evaluation panel was convened and consisted of the following personnel:

- Manager Works & Services; and
- Chief Executive Officer.

All members of the evaluation panel have no relationship with any of the submissions received.

Evaluation Criteria

The following evaluation criteria and weightings were used by the tender evaluation panel to assess tender submissions:

Evaluation Criteria	Weighting
Demonstrated experience to meet the requirements of the specification	40%
Demonstrated ability and practices to ensure public and employee safety	20%
Price	40%

Comments

All tender submissions were assessed against the evaluation criteria and the qualitative and quantitative results for this assessment and prices are documented. At the close of the submission period four (4) complying submissions were received.

Following the assessment of all tender submissions, against the selection criteria, the tender submitted by WCP Civil Pty Ltd was assessed as being the best value for money that meets the Shire's requirements.

The tender evaluation panel therefore recommends the tender submission made by WCP Civil Pty Ltd be accepted.

Statutory Environment

Local Government Act 1995 – Section 3.57

A local government is required to invite tenders before it enters a contract of a prescribed kind under which another person is to supply goods or services.

Local Government (Functions and General) Regulations 1996 – Division 2 Part 4

Tenders shall be invited before the Shire enters a contract for another person to supply goods or services if the consideration under the contract is or is expected to exceed \$250,000.

Local Government (Functions and General) Regulations 1996 – Regulation 18 Rejecting and accepting tenders

A local government may reject, accept or decline to accept any or all tenders received through a request for tender process.

Policy Implications

Council Policy 3.1.6 Purchasing

Purchases which may be more than \$250,000 ex GST must be tendered.

Financial Implications

If only works included as per the estimated tender specifications occur, Council will commit to \$348,348.00 ex GST, which is included in 2024-2025 budget.

Future Financial Years

Maintenance costs associated with proposed works will occur. The substance of the proposed works is likely to have a minor impact on future maintenance costs.

Strategic Implications

GOAL - Infrastructure

- | | | |
|------------|-----|--|
| Objective: | 1 | Roads are a key economic driver across the Shire |
| Strategy: | 1.1 | Improve road safety and connectivity |
| | 1.2 | Develop and implement long-term (minimum 5 year) works construction programs |
| | 1.4 | Identification of road maintenance and improvements in the Asset Management Plan |

Voting Requirement

Simple majority

Officer Recommendation

That Council, with respect to Tender RFT-02-2024-2025 Supply and Lay of Asphalt;

1. *Authorises the Chief Executive Officer seeking a request for variation from Regional Road Group Lakes Subgroup with a variation of \$102,073 from Wickepin-Pingelly Road to Stock Route Road from projected savings;*
2. *Pursuant to Local Government (Functions and General) Regulations 1996 – Regulation 18 awards Tender RFT-02-2024-2025 to WCP Civil Pty Ltd for \$348,348.00 ex GST; and*
3. *Authorises the Chief Executive Officer to sign a contract on behalf of the Shire of Wickepin for Tender RFT-02-2024-2025 - Supply and Lay of Asphalt, in principle, pending variation approved by the Regional Road Group Lakes Subgroup.*

Council Decision**Resolution** OCM-201124-10**Moved** Cr Thompson**Second** Cr Astbury***That Council, with respect to Tender RFT-02-2024-2025 Supply and Lay of Asphalt;***

1. ***Authorises the Chief Executive Officer seeking a request for variation from Regional Road Group Lakes Subgroup with a variation of \$102,073 from Wickepin-Pingelly Road to Stock Route Road from projected savings;***
2. ***Pursuant to Local Government (Functions and General) Regulations 1996 – Regulation 18 awards Tender RFT-02-2024-2025 to WCP Civil Pty Ltd for \$348,348.00 ex GST; and***
3. ***Authorises the Chief Executive Officer to sign a contract on behalf of the Shire of Wickepin for Tender RFT-02-2024-2025 - Supply and Lay of Asphalt, in principle, pending variation approved by the Regional Road Group Lakes Subgroup.***

Carried 7/0**For** Cr J Russell, Cr W Astbury, Cr F Allan, Cr J Mearns, Cr L Corke, Cr P Thompson, Cr T Miller**Against** Nil

Paul Purcell left the meeting at 4.21pm.

14.7 Policy Review – Council Policy – 3.1.4 – Waiving of Fees & Charges for Hiring of Council Facilities

Submission to	Ordinary Council Meeting
Location / Address	Whole Shire
Name of Applicant	Kellie Bartley – Chief Executive Officer
File Reference	Policy Manual
Author/s	Kellie Bartley – Chief Executive Officer Lara Marchei – Governance Officer
Interest Disclosures	The author has no financial, proximity or impartiality interests in this item.
Report Written Date	12 November 2024
Attachments	Attachment 14.7.1 – Current Council Policy – 3.1.4 – Waiving of Fees & Charges for Hiring of Council Facilities Attachment 14.7.2 – Revised Council Policy – 3.1.4 – Waiving of Fees & Charges for Hiring of Council Facilities Attachment 14.7.3 – Application to Waive Fees & Charges for Hiring of Council Facilities

Summary

The purpose of this report is to recommend to the Council to amend the current Council Policy 3.1.4 – Waiving of Fees & Charges for Hiring of Council Facilities, so that it reflects current practice.

Background

Shire Officers have commenced the review of the policies to be presented to the Council over the next 12 months. The review will identify to revoke, review or endorse work procedures due to their administrative functions.

The Council Policy 3.1.4 – Waiving of Fees & Charges for Hiring of Council Facilities has been endorsed since 2015 and has been reviewed over this period of time. The policy requires further clarification to allow for an equitable assessment of a waiver of fees and charges request. It has been further developed and now has a clear direction and parameters in relation to the objectives and protocols for waiving fees and charges for the hiring of Council owned facilities.

The current Council Policy 3.1.4 – Waiving of Fees & Charges for Hiring of Council Facilities is contained in **Attachment 14.7.1**.

Comments

The review of the policy aims to ensure clear guidelines for the equitable assessment of requests to waive fees and charges for the hiring of Council facilities within the parameters set by Council under Delegated Authority, in a consistent and transparent manner.

The Shire currently utilises this policy on a consistence basis and seeks further clarity and direction for the shire and users for the Shire's facilities. The Shire currently assists many local groups, community and requests that help support the community in the needs for community cohesion and building community capacity in these spaces.

The revised policy outlines the definitions of eligibility, a standard process for applicants to follow when requesting waiver of fees and transparency and accountability to the community.

Shire Officers have reviewed and updated the changes to the Council Policy 3.1.4 – Waiving of Fees & Charges for Hiring of Council Facilities contained in **Attachment 14.7.2**.

The changes are noted in **RED** for additional wording and the deletions are noted with **STRIKE-OUT** in **BLUE**.

Statutory Environment

Section 2.7 of the *Local Government Act 1995*, states:

2.7. Role of council

- (1) *The council —*
 - (a) *governs the local government's affairs; and*
 - (b) *is responsible for the performance of the local government's functions.*
- (2) *Without limiting subsection (1), the council is to —*
 - (a) *oversee the allocation of the local government's finances and resources; and*
 - (b) *determine the local government's policies.*

Furthermore, section 5.41 of the *Local Government Act 1995* notes that one of the CEO's functions is to ensure that advice and information is available to Council so that informed decisions can be made.

Policy Implications

The policy will provide for the objective of specific guidelines for waiving of fees and charges for the hiring of Council owned facilities.

Financial Implications

There are no financial implications to this item.

Strategic Implications

GOAL - Governance

Objective: 10 Our organisation is well positioned and has capacity for the future.

Strategy: 10.1 Attract, train, develop and retain a skilled and effective workforce.

Voting Requirement

Simple Majority

Officer Recommendation

*That Council adopts the revised Council Policy 3.1.4 – Waiving of Fees & Charges for Hiring of Council Facilities, with the relevant changes noted and contained in **Attachment 14.7.2**.*

Council Decision

Resolution OCM-201124-11

Moved Cr Mearns

Second Cr Allan

That Council adopts the revised Council Policy 3.1.4 – Waiving of Fees & Charges for Hiring of Council Facilities, with the relevant changes noted and contained in Attachment 14.7.2.

Carried 7/0

For Cr J Russell, Cr W Astbury, Cr F Allan, Cr J Mearns, Cr L Corke, Cr P Thompson, Cr T Miller

Against Nil

14.8 Shire of Wickepin – Adoption Local Heritage Survey

Submission to	Ordinary Council Meeting
Location / Address	Whole Shire
Name of Applicant	Shire of Wickepin
File Reference	GR.SL.5
Author	L Gray – Heritage Intelligence (WA)
Interest Disclosures	The author have no financial, proximity or impartiality interests in this item.
Report Written Date	11 November 2024
Attachments	Attachment 14.8.1 - Shire of Wickepin Local Heritage Survey 2024 Attachment 14.8.2 - Appendix 1 – Table of Heritage Places Attachment 14.8.3 - Appendix 2 – Heritage List

Summary

The purpose of this report is to request Council to adopt the Local Heritage Survey and Heritage List.

Background

Laura Gray of Heritage Intelligence (WA) has been contracted to undertake a review of the 1996 Shire of Wickepin's Municipal Inventory of Heritage Places. Given the expiration of time since then and changes to legislation, a review was considered with the support of funding to achieve the outcomes.

In July 2019, the Heritage Act 2018 replaced the Heritage of Western Australia Act 1990. Changes in the new Act enhanced heritage protection and streamlined processes to bring it more into line with the other States.

The review is undertaken in consideration of the Department of Planning, Lands and Heritage's guidelines; *Criteria for the assessment of local heritage places and areas* as recommended in *State Planning Policy 3.5 Historic Heritage Conservation*.

Heritage Intelligence (WA) presented an overview of the review process to Council and discussed the implications associated with the Heritage List in late 2023.

Comments

The final report is a summary of heritage places throughout the Shire, recorded in the Local Heritage Survey (LHS). Places identified as having the highest level of cultural heritage significance form the Heritage List from within the LHS. The places on the Heritage List are worthy of protection through Shire planning provisions.

176 places, including many sites, are recommended in the Local Heritage Survey, many of which were mentioned in the 1996 heritage inventory. Of the 176 places, 45 are on the Heritage List, and one of those places; the former Wickepin Hospital, is on the Heritage Council of Western Australia's Register of Heritage Places- the highest accolade for a heritage place in Western Australia.

Assessments determine levels of significance for each place in consideration of the overall context of the Shire's towns and district. The levels of significance are consistent with the required categories (*Heritage Act 2018*).

The consultant presented an overview of the review process to Council and discussed the implications associated with the Heritage List. The draft report comprised recommendations for the Local Heritage

Survey and the places within that survey that form the Heritage List for conservation guidance through the provisions of the Shire's planning scheme and a local planning policy.

Shire Council's endorsement of the draft report at the Ordinary Council meeting on 21st August 2024 facilitated the call for community consultation is an important part of the review process. There was no response from the community.

These reports are contained in **Attachments 14.8.1, 14.8.2 and 14.8.3.**

Statutory Environment

This item is related to the following legislation:

- *Planning and Development (Local Planning Schemes) Regulations 2015*
- *Heritage Act 2018 – Part 8 Local Heritage Surveys*
- *State Planning Policy 3.5 – Historic Heritage Conservation*
- *Guidelines for Local Heritage Surveys 2022*

Policy Implications

There are no policies applicable to this item however consideration for a Local Planning Policy may be considered as part of the review process.

Financial Implications

A provision has been included in the 2024/2025 annual budget for various planning services needed this financial year. There will be cost incurred for advertising, possible drop-in session.

Strategic Implications

The proposed development aligns with several strategic goals and objectives of the Shire of Wickepin. These goals may include:

Goal - Economy

Objective:	6	New Businesses are attracted and existing business grow
Strategy	6.2	Plan in a Local Planning Strategy and Town Planning Scheme for a diverse range of land, housing and development opportunities for facilitation of growth in residential and industrial land use – to meet current and future needs

Voting Requirement

Simple Majority

Officer Recommendation

That with respect to the proposed Shire of Wickepin Draft Local Heritage Survey, Council:

*endorses the final Local Heritage Survey and Heritage List contained in **Attachments 14.8.1, 14.8.2 and 14.8.3.***

Council Decision

Resolution **OCM-201124-12**

Moved **Cr Corke**

Second **Cr Thompson**

That the item lay on the table pending further review of the document with a final engagement before Council to consider and the item to be brought back to Council for the Ordinary Council Meeting for December 2024.

Carried **7/0**

For **Cr J Russell, Cr W Astbury, Cr F Allan, Cr J Mearns, Cr L Corke, Cr T Miller, Cr P Thompson**

Against **Nil**

15 Confidential Reports and Information

16 Urgent Business

The Chief Executive Officer has a late item to present to Council for consideration with regards to Chief Executive Officer Annual Leave 2024-2025.

Officer Recommendation

That Council, with respect to new business of an urgent nature introduced by Council decision Council, pursuant to clause 5.5 of the Shire of Wickepin Standing Orders Local Law 1998, accept the following Urgent business – 16.1 – Chief Executive Officer Annual Leave 2024-2025.

Council Decision

Resolution **OCM-201124-13**

Moved **Cr Thompson**

Second **Cr Allan**

That Council, with respect to new business of an urgent nature introduced by Council decision Council, pursuant to clause 5.5 of the Shire of Wickepin Standing Orders Local Law 1998, accept the following urgent business – 16.1 – Chief Executive Officer Annual Leave 2024-2025.

Carried **7/0**

For **Cr J Russell, Cr W Astbury, Cr F Allan, Cr J Mearns, Cr L Corke, Cr T Miller, Cr P Thompson**

Against **Nil**

The Chief Executive Officer, Mrs Kellie Bartley, declared a Financial Interest in Late Item 16.1 and left the meeting at 4.42pm prior to this item being discussed.

16.1 Chief Executive Officer – Annual Leave 2024-2025

Submission to	Ordinary Council Meeting
Location / Address	-
Name of Applicant	-
File Reference	PF.S153
Author	Kellie Bartley – Chief Executive Officer
Interest Disclosures	The author has a financial interest in this item.
Report Written Date	18 November 2024
Attachments	Nil

Summary

Council is being requested to allow the Chief Executive Officer to take annual leave from Friday 13th December 2024 to Sunday 5th January 2025, returning to work on Monday, 6th January 2025.

Background

The Chief Executive Officer wishes to apply to Council for Annual Leave during the period of Friday 13th December 2024 to Sunday 5th January 2025.

Comments

The Chief Executive Officer (CEO) is entitled to Annual Leave and one Executive Day off per month under the current contract. As per clause 9.1 of the current CEO's contract, Council is to approval any annual or long service leave that is requested.

The CEO will be taking leave during this period which will also include the relevant public holidays and the scheduled office closure during the Christmas and New Year's period. The CEO will return to work on the re-opening of the Administration Office on 6th January 2025.

The previous CEO's have normally taken the January period of each year with other staff taking time off during this period, it was best to take early leave to accommodate staffing issues during the December/January period.

Statutory Environment

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

Policy Implications

Council Policy 2.1.18 Acting CEO applies to this item. That the CEO must appoint an Acting CEO for a period of leave to ensure there is a designated officer responsible for the operations of Council. The Deputy Chief Executive Officer is the position that has been identified to be appointed.

Financial Implications

There are no financial implications associated with this item as this provision is within the Annual Budget.

Strategic Implications

GOAL - Governance

Objective: 12 Our communities are informed via multiple channels of regular intervals

Strategy: 12.1 Provide meaningful communication that delivers information regularly and succinctly.

Voting Requirement

Simple Majority

Officer Recommendation

That Council allows the Chief Executive Officer to take Annual Leave from 13th December 2024 to 5th January 2025.

Council Decision**Resolution** **OCM-201124-14****Moved** **Cr Miller****Second** **Cr Thompson**

That Council allows the Chief Executive Officer to take Annual Leave from 13th December 2024 to 5th January 2025.

Carried 7/0**For** **Cr J Russell, Cr W Astbury, Cr F Allan, Cr J Mearns, Cr L Corke, Cr T Miller, Cr P Thompson****Against** **Nil**

Mrs Kellie Bartley (CEO) returned to the meeting at 4.48pm.

17 Closure

It's my pleasure to acknowledge and thank Graeme Hedditch for his exceptional service as the Shire's Manager of Works and Services since joining us in August 2022.

Graeme has overseen a number of significant projects that have had a lasting impact on our community. He was instrumental in the construction of the Independent Living Units on Johnston Street, the ongoing road maintenance programs, and the completion of the Wickepin Skate Park—all vital additions to our Shire.

Additionally, Graeme has successfully managed the LRCI Phase 3 and 4 projects, which included the development of the Harrismith and Wickepin Community Centre playgrounds, as well as the installation of CCTV at the Depot for improved security. He also oversaw the construction of the carport at the Shire office and the ongoing maintenance of Shire properties.

The WSNF, RRG and Roads to Recovery programs have all been successful with Graeme at the helm. Furthermore, Graeme initiated the management of the Wickepin Tip, significantly improving its operation for greater efficiency and better service to the community.

Graeme, your hard work, dedication, and attention to detail have been invaluable. On behalf of the Shire, we sincerely thank you for all you've done. We wish you all the best in your future endeavours.

With no further business, the Presiding Member Cr Russell declared the meeting closed at 5.00pm.

List of Accounts Due & Submitted to Council

November-24

Chq/EFT	Date	Name	Trust	Muni
EFT15018	12/11/2024	PINGELLY COMMUNITY RESOURCE CENTRE (PCRC)	\$ 120.00	
EFT15019	12/11/2024	UPPER GREAT SOUTHERN HOCKEY ASSOCIATION	\$ 120.00	
EFT15021	14/11/2024	KYRAN BLIGHT	\$ 120.00	
EFT15022	14/11/2024	BUILDING AND ENERGY DEPARTMENT OF MINES,	\$ 763.33	
EFT15023	14/11/2024	SHIRE OF WICKEPIN	\$ 5.00	
TOTALS TRUST			\$ 1,128.33	
EFT14981	07/11/2024	AUSTRALIA POST		\$ 216.35
EFT14982	07/11/2024	BEACON EQUIPMENT		\$ 102.40
EFT14983	07/11/2024	KELLIE BARTLEY		\$ 98.13
EFT14984	07/11/2024	CONPLANT		\$ 14,999.74
EFT14985	07/11/2024	DUFFY ELECTRICS		\$ 1,477.42
EFT14986	07/11/2024	EDWARDS MOTORS PTY LTD		\$ 26,217.00
EFT14987	07/11/2024	ELDERS REAL ESTATE		\$ 1,672.00
EFT14988	07/11/2024	EMBROIDER ME		\$ 63.25
EFT14989	07/11/2024	GREAT SOUTHERN FUEL SUPPLIES		\$ 15,579.99
EFT14990	07/11/2024	HANCOCKS HOME HARDWARE		\$ 152.71
EFT14991	07/11/2024	HERSEY'S SAFETY PTY LTD		\$ 4,802.41
EFT14992	07/11/2024	BERYLE HOLM		\$ 781.28
EFT14993	07/11/2024	KEVIN'S WATER CARTAGE		\$ 11,041.70
EFT14994	07/11/2024	MARTIN HOLMES & CARPENTRY		\$ 7,700.00
EFT14995	07/11/2024	MCINTOSH & SON NARROGIN		\$ 210.25
EFT14996	07/11/2024	GREAT SOUTHERN WASTE DISPOSAL		\$ 6,120.03
EFT14997	07/11/2024	NARROGIN HARDWARE MAKIT		\$ 66.20
EFT14998	07/11/2024	STAR TRACK EXPRESS		\$ 67.37
EFT14999	07/11/2024	NARROGIN CARPETS & CURTAINS		\$ 245.00
EFT15000	07/11/2024	NARROGIN & DISTRICTS PLUMBING SERVICE		\$ 2,640.00
EFT15001	07/11/2024	OFFICEWORKS SUPERSTORES PTY LTD		\$ 285.42
EFT15002	07/11/2024	OLIVIA MELVILLE-MAIN		\$ 104.76
EFT15003	07/11/2024	KEITH O'BRIEN		\$ 83.54
EFT15004	07/11/2024	JEAN MABEL O'BRIEN		\$ 966.96
EFT15005	07/11/2024	PERFECT COMPUTER SOLUTIONS - PCS		\$ 127.50
EFT15006	07/11/2024	PRINT MEDIA GROUP		\$ 48.45
EFT15007	07/11/2024	RYNAT INDUSTRIES AUSTRALIA		\$ 12,629.65
EFT15008	07/11/2024	REPCO		\$ 515.35
EFT15009	07/11/2024	HE SHED SHE SHED (WICKEPIN COMMUNITY SHED)		\$ 40.00
EFT15010	07/11/2024	SEEK LIMITED		\$ 335.50
EFT15011	07/11/2024	TANYA MARY SANDS		\$ 298.80
EFT15012	07/11/2024	GR & JE TURNER & SONS		\$ 1,980.00
EFT15013	07/11/2024	WICKEPIN PRIMARY SCHOOL		\$ 50.00
EFT15014	07/11/2024	SSJ TRANSPORT PTY LTD		\$ 20,641.50
EFT15015	07/11/2024	WILSONS SIGN SOLUTIONS		\$ 49.50
EFT15016	07/11/2024	WESTERN AUSTRALIAN LOCAL GOVERNMENT		\$ 8,627.00
EFT15017	07/11/2024	WICKEPIN COMMUNITY RESOURCE CENTRE		\$ 4.50
EFT15024	15/11/2024	AUSTRALIAN TAXATION OFFICE		\$ 3,785.00
EFT15025	21/11/2024	AIR LIQUIDE WA PTY LTD		\$ 147.68
EFT15026	21/11/2024	AQUATIC SERVICES WA		\$ 7,206.38
EFT15027	21/11/2024	GOODYEAR AUTOCARE NARROGIN		\$ 316.50
EFT15028	21/11/2024	BURGESS RAWSON (WA) PTY LTD		\$ 196.70
EFT15029	21/11/2024	BEACON EQUIPMENT		\$ 1,266.00
EFT15030	21/11/2024	BMR MECHANICAL PTY LTD		\$ 3,662.13

Chq/EFT	Date	Name	Trust	Muni
EFT15031	21/11/2024	LANDGATE		\$ 47.18
EFT15032	21/11/2024	DEPT OF PREMIER & CABINET		\$ 79.95
EFT15033	21/11/2024	EDWARDS MOTORS PTY LTD		\$ 15,483.70
EFT15034	21/11/2024	EWEN RURAL SUPPLIES		\$ 6,581.01
EFT15035	21/11/2024	ERIKA CLEMENT		\$ 105.95
EFT15036	21/11/2024	FULFORD EARTHMOVING & CIVIL		\$ 34,650.00
EFT15037	21/11/2024	JOHN PARRY MEDICAL CENTRE		\$ 108.00
EFT15038	21/11/2024	HANCOCKS HOME HARDWARE		\$ 69.90
EFT15039	21/11/2024	ELIZABETH HEFFERNAN		\$ 20.00
EFT15040	21/11/2024	KLEENHEAT GAS		\$ 99.00
EFT15041	21/11/2024	KEVIN'S WATER CARTAGE		\$ 24,869.21
EFT15042	21/11/2024	LIMITLESS PROMOTIONS		\$ 148.75
EFT15043	21/11/2024	MCPEST PEST CONTROL		\$ 6,974.00
EFT15044	21/11/2024	MCINTOSH & SON NARROGIN		\$ 79.29
EFT15045	21/11/2024	MIDLAND TROPHIES		\$ 395.00
EFT15046	21/11/2024	NARROGIN AUTO ELECTRICS		\$ 38.20
EFT15047	21/11/2024	NARROGIN QUARRY OPERATIONS		\$ 616.70
EFT15048	21/11/2024	NARROGIN PACKAGING		\$ 197.50
EFT15049	21/11/2024	STAR TRACK EXPRESS		\$ 107.48
EFT15050	21/11/2024	NARROGIN & DISTRICTS PLUMBING SERVICE		\$ 253.00
EFT15051	21/11/2024	PERFECT COMPUTER SOLUTIONS - PCS		\$ 750.00
EFT15052	21/11/2024	PARRYS		\$ 243.05
EFT15053	21/11/2024	THE YEALERING PANTRY		\$ 533.10
EFT15054	21/11/2024	WICKEPIN PLAYGROUP		\$ 4,157.95
EFT15055	21/11/2024	WICKEPIN DISTRICT SPORTS CLUB		\$ 550.00
EFT15056	21/11/2024	WCP CIVIL PTY LTD		\$ 27,466.55
EFT15057	21/11/2024	YEALERING HOTEL		\$ 4,990.00
		TOTALS EFT		\$ 287,236.52
15965	08/11/2024	SYNERGY		\$ 1,916.95
15966	08/11/2024	WATER CORPORATION		\$ 93.69
15967	12/11/2024	DMIRS - BOND ADMINISTRATOR		\$ 1,164.00
15968	12/11/2024	DMIRS - BOND ADMINISTRATOR		\$ 558.00
15969	21/11/2024	SYNERGY		\$ 19,210.10
15970	21/11/2024	WATER CORPORATION		\$ 868.48
15971	21/11/2024	DMIRS - BOND ADMINISTRATOR		\$ 416.60
		TOTALS CHEQUE		\$ 24,227.82
DD15353.1	01/11/2024	CRISP WIRELESS PTY LTD		\$ 238.00
		TOTALS DIRECT DEBIT		\$ 238.00
DD15414.1	24/11/2024	ANZ BANK		\$ 696.85
		TOTALS CREDIT CARD		\$ 696.85
63081124	08/11/2024	TELSTRA		\$ 2,602.78
		TOTALS BPAY		\$ 2,602.78
DD15375.1	13/11/2024	AWARE SUPER		\$ 5,588.11
DD15375.2	13/11/2024	REST INDUSTRY SUPER		\$ 267.32
DD15375.3	13/11/2024	ANZ SUPER		\$ 53.36
DD15375.4	13/11/2024	CARESUPER		\$ 411.00
DD15375.5	13/11/2024	AUSTRALIAN RETIREMENT TRUST SUPER SAVINGS		\$ 242.94
DD15375.6	13/11/2024	PRIME SUPER		\$ 821.43
DD15375.7	13/11/2024	FIRSTCHOICE WHOLESALE PERSONALSUPERANNUATION		\$ 591.26
DD15375.8	13/11/2024	NETWEALTH INVESTMENTS		\$ 298.87
DD15375.9	13/11/2024	AMP SIGNATURE SUPER		\$ 268.02
DD15405.1	27/11/2024	AWARE SUPER		\$ 5,491.52
DD15405.2	27/11/2024	REST INDUSTRY SUPER		\$ 261.08
DD15405.3	27/11/2024	ANZ SUPER		\$ 56.91

Chq/EFT	Date	Name	Trust	Muni
DD15405.4	27/11/2024	CARESUPER		\$ 415.59
DD15405.5	27/11/2024	AUSTRALIAN RETIREMENT TRUST SUPER SAVINGS		\$ 245.48
DD15405.6	27/11/2024	PRIME SUPER		\$ 835.29
DD15405.7	27/11/2024	FIRSTCHOICE WHOLESALE PERSONALSUPERANNUATION		\$ 577.85
DD15405.8	27/11/2024	NETWEALTH INVESTMENTS		\$ 298.87
DD15405.9	27/11/2024	AMP SIGNATURE SUPER		\$ 268.02
DD15375.10	13/11/2024	AUSTRALIAN SUPER		\$ 274.17
DD15405.10	27/11/2024	AUSTRALIAN SUPER		\$ 274.17
		TOTALS SUPERANNUATION		\$ 17,541.26
98011124	01/11/2024	DEPT OF TRANSPORT		\$ 202.30
98041124	04/11/2024	DEPT OF TRANSPORT		\$ 31.10
98051124	05/11/2024	DEPT OF TRANSPORT		\$ 1,035.55
98071124	07/11/2024	DEPT OF TRANSPORT		\$ 2,112.35
98081124	08/11/2024	DEPT OF TRANSPORT		\$ 500.55
98111124	11/11/2024	DEPT OF TRANSPORT		\$ 692.95
98121124	12/11/2024	DEPT OF TRANSPORT		\$ 2,926.35
98131124	13/11/2024	DEPT OF TRANSPORT		\$ 815.50
98141124	14/11/2024	DEPT OF TRANSPORT		\$ 539.20
98151124	15/11/2024	DEPT OF TRANSPORT		\$ 2,807.80
98181124	18/11/2024	DEPT OF TRANSPORT		\$ 631.10
98191124	19/11/2024	DEPT OF TRANSPORT		\$ 139.70
98201124	20/11/2024	DEPT OF TRANSPORT		\$ 257.90
98211124	21/11/2024	DEPT OF TRANSPORT		\$ 75.50
98221124	22/11/2024	DEPT OF TRANSPORT		\$ 159.55
98261124	26/11/2024	DEPT OF TRANSPORT		\$ 2,271.00
		TOTALS LICENSING		\$ 15,198.40
	13/11/2024	PAYROLL		\$ 65,929.65
	27/11/2024	PAYROLL		\$ 65,929.65
		TOTALS PAYROLL		\$ 131,859.30
		ACCOUNT TOTALS	\$ 1,128.33	\$ 479,600.93
		TOTAL PAYMENTS FOR NOVEMBER 2024		\$ 480,729.26

Chq/EFT	Date	Name	Trust	Muni
		Credit Card Payment Summary		
		23RD OCTOBER - 24TH NOVEMBER 2024		
		CARD ENDING XXXX224175		
	DATE	COMPANY	AMOUNT	CODE
	30/10/2024	SHIRE OF WICKEPIN	\$ 31.10	P706
	31/10/2024	SHIRE OF WICKEPIN	\$ 330.40	P706
	12/11/2024	SHIRE OF WICKEPIN	\$ 335.35	P822
			\$ 696.85	
		CARD ENDING XXXX885645		
	DATE	COMPANY	AMOUNT	CODE
			\$ -	
			\$ 696.85	
		Fuel Card NOVEMBER 24		
	Job	Job Description	TOTAL	
	P475	CAT 444F2 BACKHOE LOADER	\$ 172.14	
	P248	HINO 700 SERIES - FS 2848	\$ 638.63	
	P342	HINO 700 SERIES FS2848	\$ 205.50	
	P1955A	FUSO CANTER 7.5T CREW CAB	\$ 4,994.32	
	P698	FUSO CANTER 815 7.5T TRUCK - GARDENERS	\$ 279.13	
	P2433	HINO FG 1628 TRUCK	\$ 776.25	
	P2489	BOBCAT T650 TRACK LOADER	\$ 302.80	
	P2283	TOYOTA FORKLIFT 1.4 TON - LRC1	\$ 43.69	
	P664	JOHN DEERE Z997 RIDE ON MOWER - GREEN	\$ 59.79	
	P454	2012 TORO GROUNDMASTER MOWER	\$ 38.40	
	P2473	HINO 300 SERIES 921 AUTO TRADE ACE	\$ 841.90	
	P468	HOLDEN COLORADO 4X4 SINGLE CAB - GARDENER'S UTE	\$ 187.22	
	P706	HOLDEN COLORADO 4X4 SINGLE CAB CHASSIS 2.8L	\$ 200.66	
	P632	ISUZZ D-MAX 4X4 SINGLE CAB CHASSIS SX AUTO	\$ 316.02	
	PCEO	ISUZU MU-X 4X4 LSU 3.0L AUTO MINERAL WHITE	\$ 410.01	
	P2567	ISUZU DMAX - WHITE CREW CAB CHASSIS SX 3.0L AUTO	\$ 684.32	
	PMWS	ISUZU D MAX 4X4 MINERAL WHITE CREW CAB AUTO XT	\$ 1,030.90	
	P813	CAT 12H GRADER 2017	\$ 1,588.35	
		TOTAL	\$ 12,770.03	



SHIRE OF WICKEPIN

MONTHLY FINANCIAL REPORT

For the Period Ended 30 November 2024

LOCAL GOVERNMENT ACT 1995

LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996

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Shire of Wickepin

Compilation Report

For the Period Ended 30 November 2024

Report Purpose

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

Overview

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

Statement of Financial Activity by reporting program

Is presented on page 6 and shows a surplus as at 30 November 2024 of \$2,296,646.

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

Preparation

Prepared by: E.Clement DCEO

Date prepared: 4-Dec-24

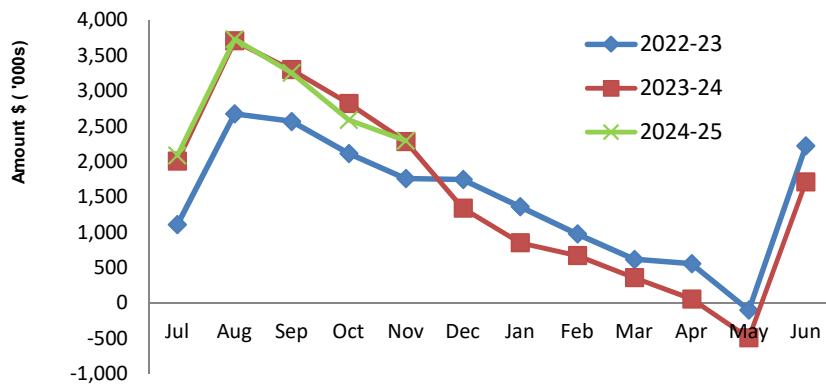
Reviewed by: K Bartley - CEO

Shire of Wickepin

Monthly Summary Information

For the Period Ended 30 November 2024

Liquidity Over the Year (Refer Note 3)



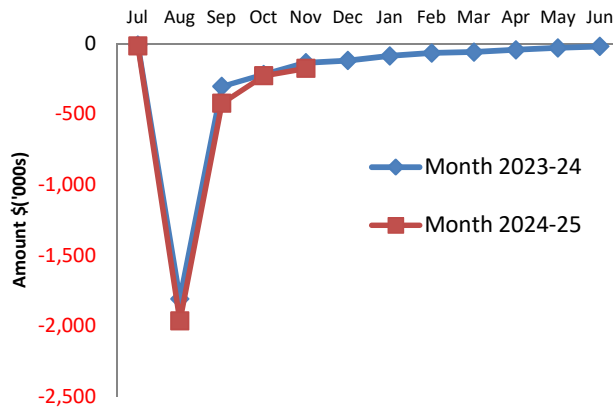
Cash and Cash Equivalents as at period end

Unrestricted	\$	2,602,916
Restricted	\$	3,239,614
	\$	5,842,530

Receivables

Rates	\$	177,179
Other	\$	15,432
	\$	192,611

Rates Receivable (Refer Note 6)



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

Comments

Unrestricted cash includes the following payments in advance

24/25 Grants Commission - General	\$1,156,701
24/25 Grants Commission - Roads	\$650,457
Amounts paid in advance	\$1,807,158

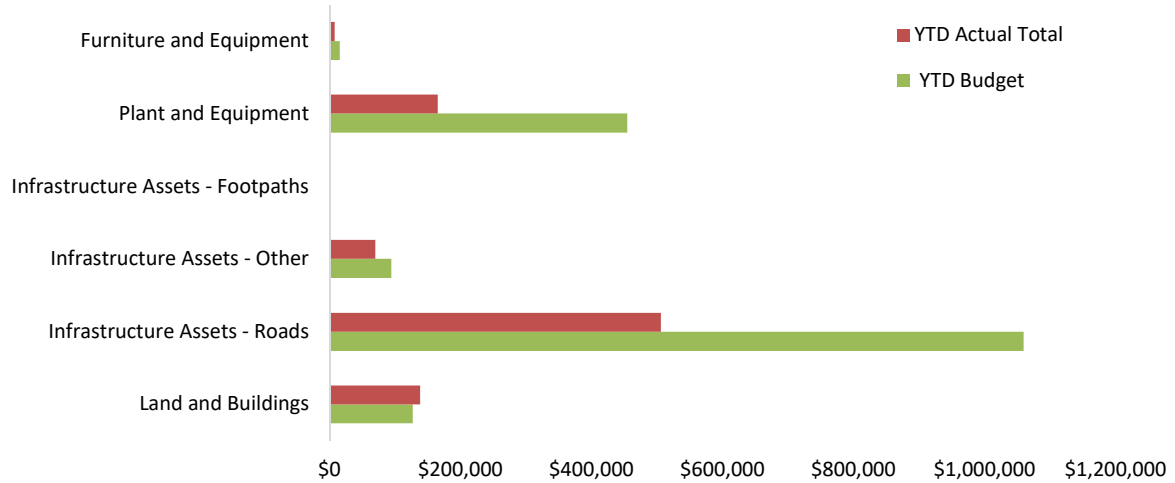
This information is to be read in conjunction with the accompanying Financial Statements and notes.

Shire of Wickepin

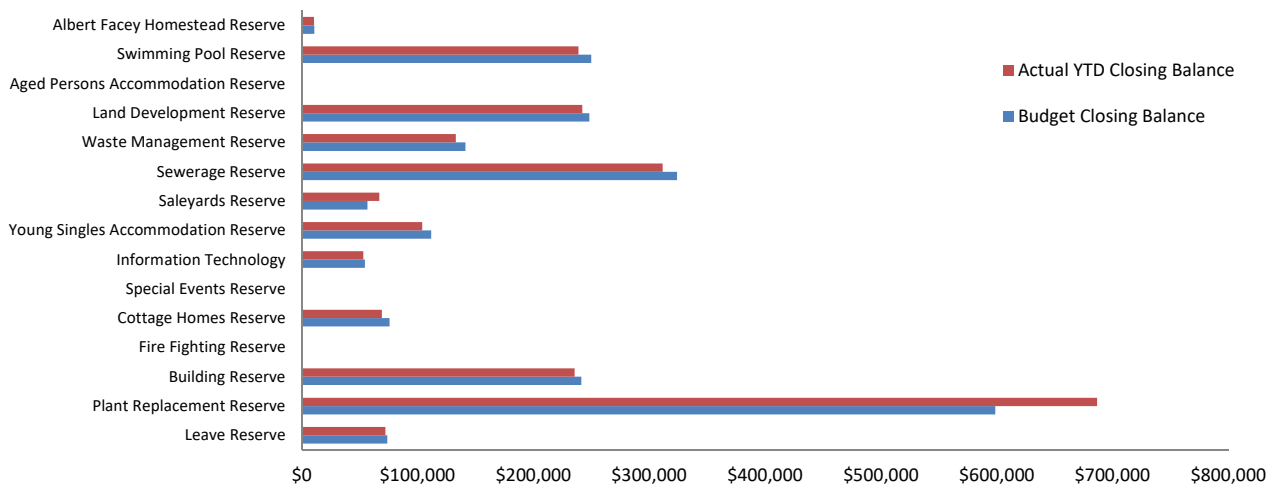
Monthly Summary Information

For the Period Ended 30 November 2024

Capital Expenditure Program YTD (Refer Note 13)



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



Comments

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

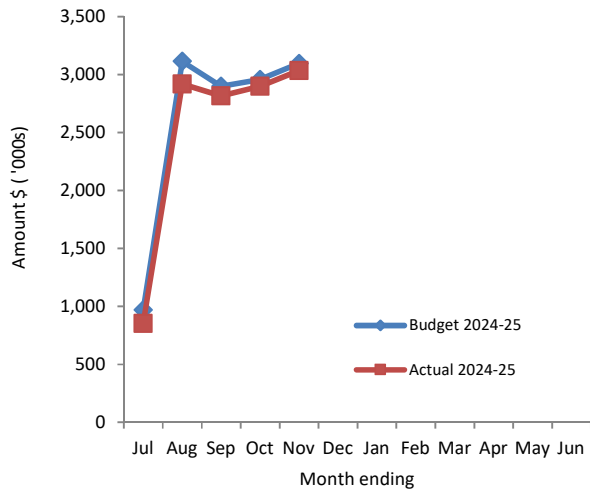
Shire of Wickepin

Monthly Summary Information

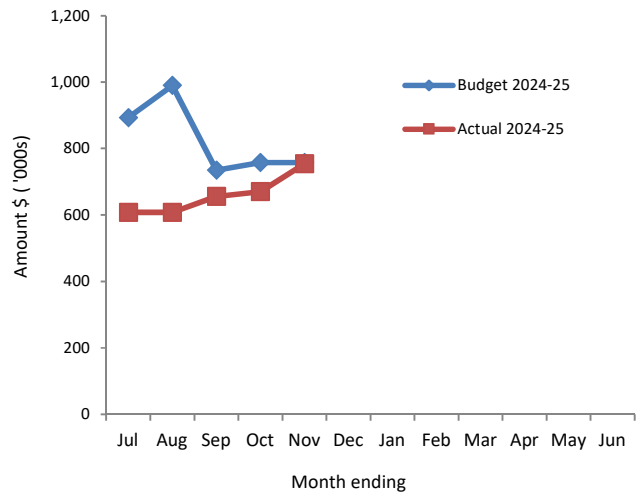
For the Period Ended 30 November 2024

Revenues

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

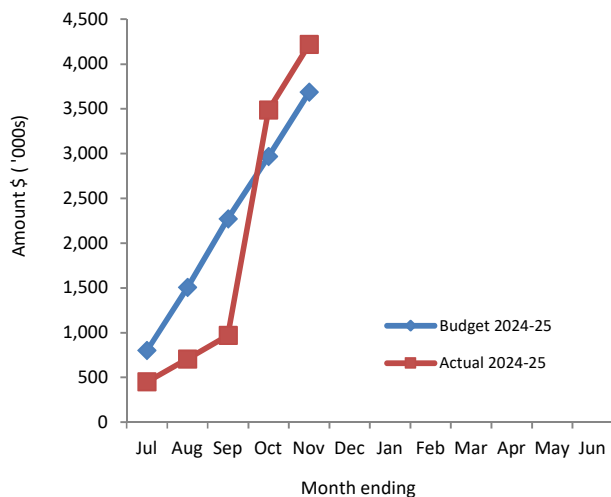


Budget Capital Revenue -v- Actual (Refer Note 2)

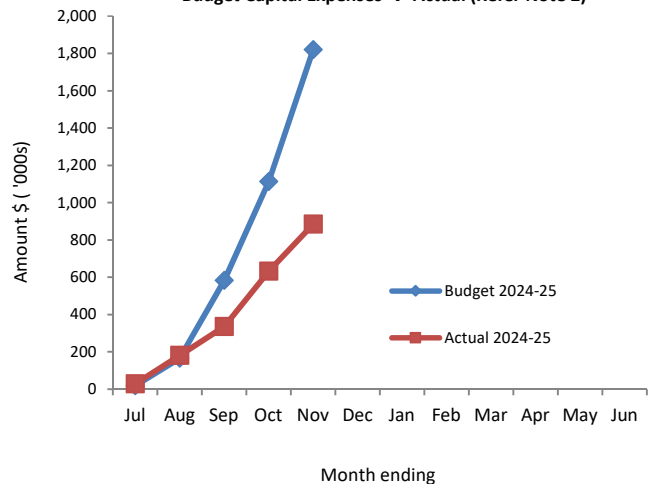


Expenditure

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



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



Comments

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

SHIRE OF WICKEPIN
STATEMENT OF FINANCIAL ACTIVITY
(Statutory Reporting Program)
For the Period Ended 30 November 2024

	Note	Annual Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
Operating Revenues							
Governance		\$ 2,005	\$ 830	\$ 9,634	\$ 8,804	% 1060.73%	
General Purpose Funding - Rates	9	1,640,841	1,631,669	1,633,549	1,880	0.12%	
General Purpose Funding - Other		382,300	116,194	101,819	(14,375)	(12.37%)	▼
Law, Order and Public Safety		154,996	99,777	121,756	21,980	22.03%	▲
Health		220	90	708	618	686.67%	
Education and Welfare		300	120	123	3	2.28%	
Housing		110,850	46,175	41,750	(4,425)	(9.58%)	
Community Amenities		253,714	166,879	191,602	24,723	14.81%	▲
Recreation and Culture		622,944	95,045	38,256	(56,789)	(59.75%)	▼
Transport		2,366,950	886,513	824,885	(61,628)	(6.95%)	
Economic Services		100,525	40,205	44,161	3,956	9.84%	
Other Property and Services		30,000	12,495	25,459	12,964	103.75%	▲
Total Operating Revenue		5,665,645	3,095,992	3,033,703	(62,289)		
Operating Expense							
Governance		(694,484)	(312,912)	(259,093)	53,819	17.20%	▼
General Purpose Funding		(110,227)	(45,900)	(42,270)	3,630	7.91%	
Law, Order and Public Safety		(337,806)	(180,624)	(161,778)	18,846	10.43%	▼
Health		(31,675)	(13,410)	(9,759)	3,651	27.22%	
Education and Welfare		(33,792)	(14,055)	(12,897)	1,158	8.24%	
Housing		(214,849)	(90,863)	(123,841)	(32,978)	(36.29%)	▲
Community Amenities		(574,858)	(239,215)	(212,347)	26,868	11.23%	▼
Recreation and Culture		(1,207,243)	(530,018)	(679,620)	(149,603)	(28.23%)	▲
Transport		(4,564,858)	(1,901,870)	(2,418,226)	(516,356)	(27.15%)	▲
Economic Services		(362,710)	(151,015)	(129,811)	21,204	14.04%	▼
Other Property and Services		(417,974)	(202,805)	(167,696)	35,109	17.31%	▼
Total Operating Expenditure		(8,550,476)	(3,682,687)	(4,217,338)	(534,651)		
Funding Balance Adjustments							
Add back Depreciation		4,780,500	1,991,845	2,561,034	569,189	28.58%	▲
Adjust (Profit)/Loss on Asset Disposal	8	(76,574)	(77,138)	(14,136)	63,002	(81.67%)	
Adjust Provisions and Accruals		0	0	0	0		
Adjust Rounding		0	0	0	0		
Net Cash from Operations		1,819,095	1,328,012	1,363,263	35,252		
Capital Revenues							
Proceeds from Disposal of Assets	8	280,549	116,895	119,827	2,932	2.51%	
Total Capital Revenues		280,549	116,895	119,827	2,932		
Capital Expenses							
Land and Buildings	13	(317,017)	(126,670)	(137,586)	(10,916)	(8.62%)	
Infrastructure - Roads	13	(2,492,909)	(1,059,298)	(505,419)	553,879	52.29%	▼
Infrastructure - Footpaths	13	(45,000)	0	0	0		
Infrastructure -Other	13	(159,504)	(93,886)	(69,420)	24,466	26.06%	▼
Plant and Equipment	13	(783,477)	(454,000)	(164,523)	289,477	63.76%	▼
Furniture and Equipment	13	(36,000)	(15,000)	(7,250)	7,750	51.67%	▼
Total Capital Expenditure		(3,833,907)	(1,748,854)	(884,197)	864,657		
Net Cash from Capital Activities		(3,553,358)	(1,631,959)	(764,370)	867,589		
Financing							
Transfer from Reserves	7	117,000	0	0	0		
Repayment of Debentures	10	(40,407)	0	0	0		
Transfer to Reserves	7	(126,918)	0	0	0		
Net Cash from Financing Activities		(50,325)	0	0	0		
Net Operations, Capital and Financing		(1,784,588)	(303,947)	598,894	902,840		
Opening Funding Surplus(Deficit)	3	1,784,588	1,784,588	1,697,753	(86,835)	(4.87%)	
Closing Funding Surplus(Deficit)	3	0	1,480,641	2,296,646	816,005		

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

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

SHIRE OF WICKEPIN
STATEMENT OF FINANCIAL ACTIVITY
(By Nature or Type)
For the Period Ended 30 November 2024

	Note	Amended Annual Budget	Amended YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
Operating Revenues		\$	\$	\$	\$	%	
Rates	9	1,625,579	1,625,314.44	1,618,287	(7,028)	(0.43%)	
Rates excluding General Rates	9	15,262	6,355	15,262	8,907	140.16%	
Operating Grants, Subsidies and Contributions	11	530,478	335,816	348,574	12,758	3.80%	
Fees and Charges		541,918	346,745	361,306	14,561	4.20%	
Interest Earnings		128,500	16,199	19,207	3,008	18.57%	
Other Revenue		0	0	22,115	22,115		▲
Profit on Disposal of Assets	8	77,533	77,533	14,968	(62,565)		
Total Operating Revenue		2,919,270	2,407,963	2,399,720	(8,243)		
Operating Expense							
Employee Costs		(1,582,760)	(661,703)	704,418	(42,715)	(6.46%)	
Materials and Contracts		(1,638,451)	(702,950)	574,224	128,726	18.31%	▲
Utility Charges		(267,455)	(111,350)	95,436	15,914	14.29%	▲
Depreciation on Non-Current Assets		(4,780,500)	(1,991,845)	2,561,034	(569,189)	(28.58%)	▼
Interest Expenses		(2,706)	(115)	920	(805)	(699.86%)	▼
Insurance Expenses		(253,645)	(199,664)	264,121	(64,457)	(32.28%)	▼
Other Expenditure		(24,000)	(14,665)	16,352	(1,687)	(11.50%)	
Loss on Disposal of Assets	8	(959)	(395)	832	(437)	(110.68%)	
Total Operating Expenditure		(8,550,476)	(3,682,687)	4,217,338	(534,651)		
Funding Balance Adjustments							
Add back Depreciation		4,780,500	1,991,845	2,561,034	569,189	28.58%	▲
Adjust (Profit)/Loss on Asset Disposal	8	(76,574)	(77,138)	14,136	63,002	(81.67%)	
Adjust Provisions and Accruals		0	0	0	0		
Adjust Rounding		0	0	0	0		
Net Cash from Operations		(927,280)	639,983	729,280	89,298		
Capital Revenues							
Grants, Subsidies and Contributions	11	2,746,375	688,029	633,983	(54,046)	(7.86%)	
Proceeds from Disposal of Assets	8	280,549	116,895	119,827	2,932	2.51%	
Proceeds from Sale of Assets		0	0	0	0		
Total Capital Revenues		3,026,924	804,924	753,810	(51,114)		
Capital Expenses							
Land and Buildings	13	(317,017)	(126,670)	(137,586)	(10,916)	(8.62%)	
Infrastructure - Roads	13	(2,492,909)	(1,059,298)	(505,419)	553,879	52.29%	▲
Infrastructure - Footpaths	13	(45,000)	0	0	0		
Infrastructure - Drainage	13	(159,504)	(93,886)	(69,420)	24,466	26.06%	▲
Plant and Equipment	13	(783,477)	(454,000)	(164,523)	289,477	63.76%	▲
Furniture and Equipment	13	(36,000)	(15,000)	(7,250)	7,750	51.67%	▲
Total Capital Expenditure		(3,833,907)	(1,748,854)	(884,197)	864,657		
Net Cash from Capital Activities		(806,983)	(943,930)	130,387	813,543		
Financing							
Transfer from Reserves	7	117,000	0	0	0		
Repayment of Debentures	10	(40,407)	0	0	0		
Transfer to Reserves	7	(126,918)	0	0	0		
Net Cash from Financing Activities		(50,325)	0	0	0		
Net Operations, Capital and Financing		(1,784,588)	(303,947)	598,894	902,840		
Opening Funding Surplus(Deficit)	3	1,784,588	1,784,588	1,697,753	(86,835)	(4.87%)	
Closing Funding Surplus(Deficit)	3	0	1,480,641	2,296,646	816,005		

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

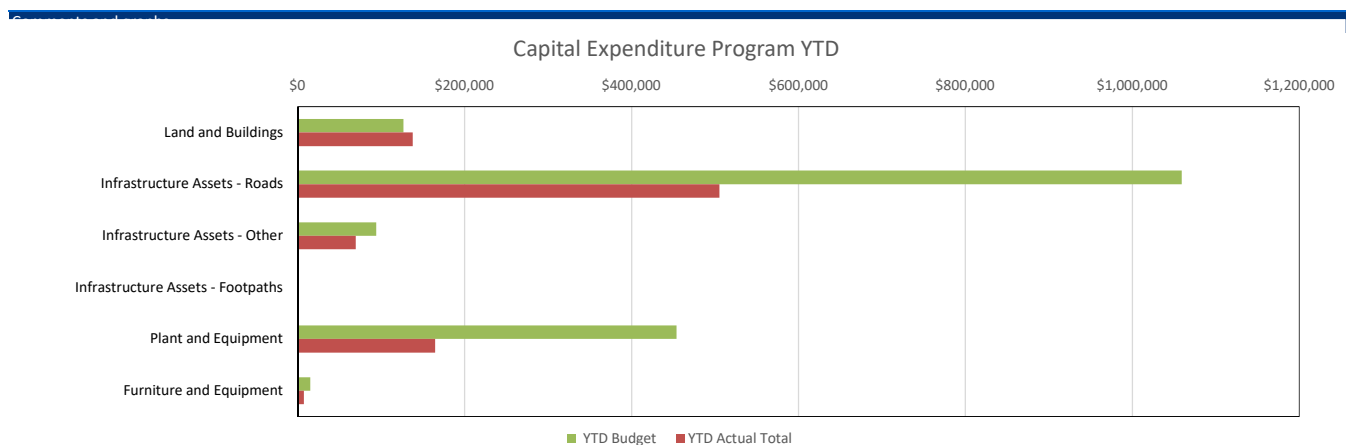
This statement is to be read in conjunction with the accompanying Financial Statements and notes.

SHIRE OF WICKEPIN
STATEMENT OF CAPITAL ACQUISITIONS AND CAPITAL FUNDING
For the Period Ended 30 November 2024

		YTD 30 11 2024					
Capital Acquisitions	Note	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	137,586	0	137,586	126,670	317,017	10,916
Infrastructure Assets - Roads	13		505,419	505,419	1,059,298	2,492,909	(553,879)
Infrastructure Assets - Other	13	69,420	0	69,420	93,886	159,504	(24,466)
Infrastructure Assets - Footpaths	13	0	0	0	0	45,000	0
Plant and Equipment	13	164,523	0	164,523	454,000	783,477	(289,477)
Furniture and Equipment	13	7,250	0	7,250	15,000	36,000	(7,750)
Capital Expenditure Totals		378,778	505,419	884,197	1,748,854	3,833,907	(864,657)

Funded By:

Capital Grants and Contributions		2,746,375	2,746,375	2,746,375
Borrowings	0	0	0	0
Other (Disposals & C/Fwd)	119,827	116,895	(76,574)	2,932
Own Source Funding - Cash Backed Reserves		0	117,000	0
Total Own Source Funding - Cash Backed Reserves	0	0	0	0
Own Source Funding - Operations		(1,114,416)	1,047,106	1,114,416
Capital Funding Total	119,827	1,748,854	3,833,907	(1,629,027)



SHIRE OF WICKEPIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 November 2024

1. SIGNIFICANT ACCOUNTING POLICIES

(a) Basis of Accounting

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

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

Critical Accounting Estimates

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

(b) The Local Government Reporting Entity

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

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

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

(c) Rounding Off Figures

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

(d) Rates, Grants, Donations and Other Contributions

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

(e) Goods and Services Tax

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

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

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

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

SHIRE OF WICKEPIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 November 2024

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(f) Cash and Cash Equivalents

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

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

(g) Trade and Other Receivables

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

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

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

(h) Inventories

General

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

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

Land Held for Resale

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

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

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

(i) Fixed Assets

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

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

SHIRE OF WICKEPIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 November 2024

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
Infrastructure - Parks & Ovals	30 to 50 years

(k) Trade and Other Payables

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

(l) Employee Benefits

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

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

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

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

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

SHIRE OF WICKEPIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 November 2024

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(m) Interest-bearing Loans and Borrowings

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

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

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

Borrowing Costs

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

(n) Provisions

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

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

(o) Current and Non-Current Classification

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

SHIRE OF WICKEPIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 November 2024

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(p) Nature or Type Classifications

Rates

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

Operating Grants, Subsidies and Contributions

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

Non-Operating Grants, Subsidies and Contributions

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

Profit on Asset Disposal

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

Fees and Charges

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

Service Charges

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

Interest Earnings

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

Other Revenue / Income

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

Employee Costs

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

Materials and Contracts

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

Utilities (Gas, Electricity, Water, etc.)

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

SHIRE OF WICKEPIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 November 2024

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(q) Nature or Type Classifications (Continued)

Insurance

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

Loss on asset disposal

Loss on the disposal of fixed assets.

Depreciation on non-current assets

Depreciation expense raised on all classes of assets.

Interest expenses

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

Other expenditure

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

(r) Statement of Objectives

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

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

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

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

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

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

(s) GOVERNANCE

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

GENERAL PURPOSE FUNDING

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

LAW, ORDER, PUBLIC SAFETY

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

HEALTH

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

SHIRE OF WICKEPIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 November 2024

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(s) Reporting Programs (Continued)

HOUSING

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

COMMUNITY AMENITIES

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

RECREATION AND CULTURE

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

TRANSPORT

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

ECONOMIC SERVICES

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

OTHER PROPERTY & SERVICES

Plant works, plant overheads and stock of materials.

SHIRE OF WICKEPIN
NOTES TO FINANCIAL ACTIVITY STATEMENT
For the Period Ended 30 November 2024

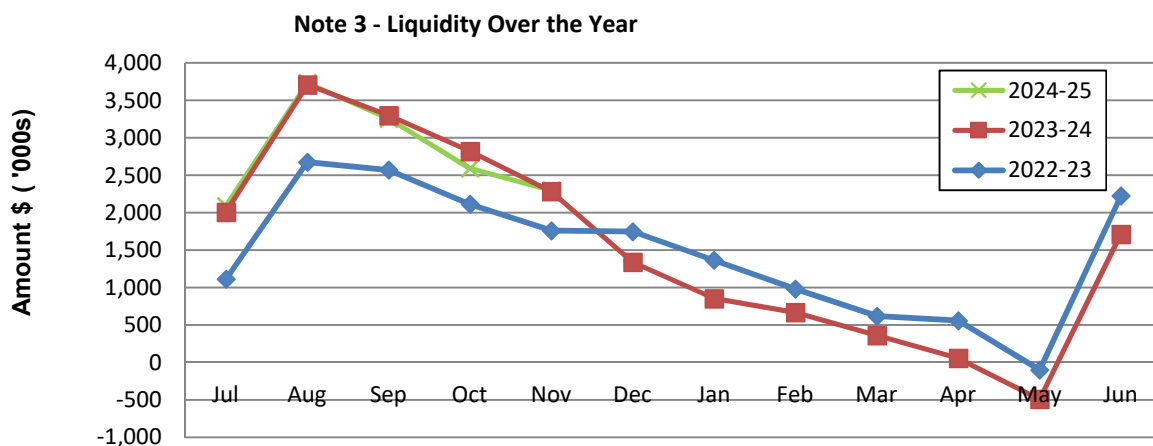
Note 2: EXPLANATION OF MATERIAL VARIANCES

Reporting Program	Var. \$	Var. %	Var.	Timing/ Permanent	Explanation of Variance
Operating Revenues	\$	%			
Governance	8,804	1061%			
General Purpose Funding - Other	(14,375)	(12.37%)	▼	Timing	Ex- Gratia Rates, Interest to be received
Law, Order and Public Safety	21,980	22.03%	▲	Timing	Aware Grant,
Health	618	686.67%			
Education and Welfare	3	2.28%			
Housing	(4,425)	(9.58%)			
Community Amenities	24,723	14.81%	▲	Permanent	Sale of Recycled materials
Recreation and Culture	(56,789)	(59.75%)	▼	Timing	Grant Funding to be received
Transport	(61,628)	(6.95%)			
Economic Services	3,956	9.84%			
Other Property and Services	12,964	103.75%	▲	Permanent	Workers Comp Reimbursement - 23/24
Operating Expense					
Governance	53,819	17.20%	▼	Timing	Legal, Advertsing, Office Equipment, Consultancy fees not yet spent
General Purpose Funding	3,630	7.91%			
Law, Order and Public Safety	18,846	10.43%	▼	Timing	Bushfire Mitagaton, Fire insurance costs down
Health	3,651	27.22%			
Education and Welfare	1,158	8.24%		Timing	Donations, CDO projects not yet spent
Housing	(32,978)	(36.29%)	▲	Timing	Building Maintenance - increase
Community Amenities	26,868	11.23%	▼	Timing	TPS & TP scheme still to be finalised
Recreation and Culture	(149,603)	(28.23%)	▲	Permanent	Higher insurance cost for 24.25 for buildings
Transport	(516,356)	(27.15%)	▲	Permanent	Signage required for roads
Economic Services	21,204	14.04%	▼	Timing	Harrismith CP Costs down
Other Property and Services	35,109	17.31%	▼	Timing	Staff training still to be completed
Capital Revenues					
Grants, Subsidies and Contributions	(54,046)	(7.86%)			
Proceeds from Disposal of Assets	2,932	2.51%			
Capital Expenses					
Land and Buildings	(10,916)	(8.62%)			
Infrastructure - Roads	553,879	52.29%	▼	Timing	Road Projects still in progress. RRG, WSFN LRCI Funded Laybys
Infrastructure - Other	24,466	26.06%	▼	Timing	Niche wall, Tennis Lights, Saleyards(Dust Suppression) still to be done
Infrastructure - Footpaths	0				
Plant and Equipment	289,477	63.76%	▼	Timing	Truck and bus still to be purchased
Furniture and Equipment	7,750	51.67%	▼	Timing	CCTV Plan still to be done
Financing					
Loan Principal	0				

SHIRE OF WICKEPIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 November 2024

Note 3: NET CURRENT FUNDING POSITION

		Positive=Surplus (Negative=Deficit)		
		YTD 30 Nov 2024	30 June 2023	YTD 30 Nov 2023
		\$	\$	\$
Current Assets				
Cash Unrestricted	4	2,602,916	2,053,762	3,054,752
Cash Restricted	4	3,239,614	3,252,949	2,824,404
Receivables - Rates	6	177,179	20,237	157,827
Receivables -Other	6	15,432	24,809	5,929
Interest / ATO Receivable/Trust		29,179	17,586	25,304
		6,064,320	5,369,344	6,068,216
Less: Current Liabilities				
Payables	-	168,454	(58,836)	(210,020)
Contract Liabilities	-	145,127	(145,127)	(853,441)
Provisions	-	214,479	(214,679)	(227,654)
		528,060	(418,642)	(1,291,116)
Less: Cash Reserves	7	3,239,614	(3,252,949)	(2,824,404)
Net Current Funding Position		2,296,646	1,697,753	1,952,696



Comments - Net Current Funding Position

SHIRE OF WICKEPIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 November 2024

Note 4: CASH AND INVESTMENTS

	Interest Rate	Unrestricted \$	Restricted \$	Trust \$	Total Amount \$	Institution	Maturity Date
(a) Cash Deposits							
Municipal Account	0.00%	616,471			616,471	ANZ	At Call
Reserve Bank Account	0.00%		3,239,614		3,239,614	ANZ	At Call
Trust Bank Account	0.00%			79,413	79,413	ANZ	At Call
Cash On Hand	Nil	700.00			700	N/A	On Hand
(b) Term Deposits							
Municipal	4.43%	500,000			500,000	WA Treasury	10-Feb-25
Municipal					0		
Municipal					0		
Municipal	4.80%	1,485,254			1,485,254	WA Treasury	At Call
Reserve	0.40%				0		
Trust	0.40%				0		
Total		2,602,425	3,239,614	79,413	5,921,453		

Comments/Notes - Investments

SHIRE OF WICKEPIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 November 2024

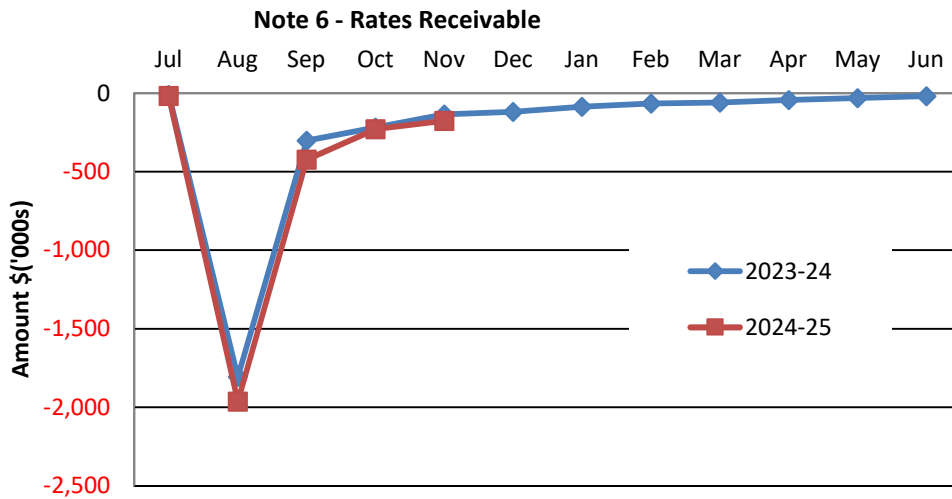
Note 6: RECEIVABLES

Receivables - Rates Receivable

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

Net Rates Collectable
 % Collected

YTD 30 Nov 2024	30 June 2024
\$ 20,238	\$ 16,420
1,833,531	1,753,996
(1,676,590)	(1,750,178)
177,179	20,238
177,179	20,238
90.44%	98.86%



Comments/Notes - Receivables Rates

Receivables - General

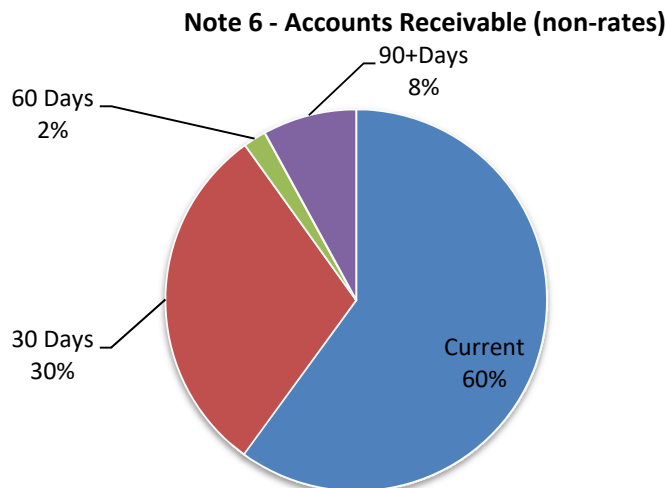
Receivables - General

Current	30 Days	60 Days	90+Days
\$ 9,262	\$ 4,641	\$ 300	\$ 1,229

Total Receivables General Outstanding

15,431.50

Amounts shown above include GST (where applicable)



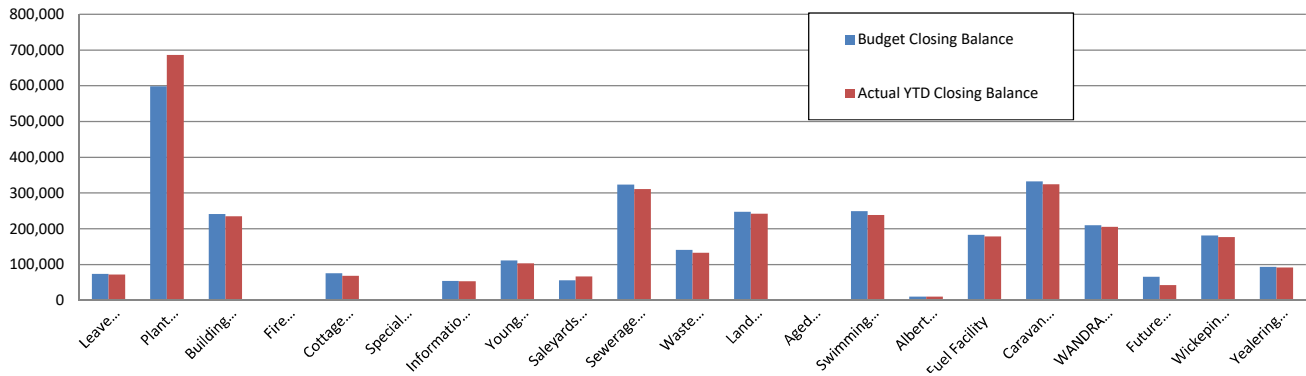
Comments/Notes - Receivables General

SHIRE OF WICKEPIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 November 2024

Note 7: Cash Backed Reserve

2024-25										
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	71,838	1,778							73,616	71,838
Plant Replacement Reserve	686,601	16,997				105,000			598,598	686,601
Building Reserve	235,343	5,968							241,311	235,343
Fire Fighting Reserve	0									0
Cottage Homes Reserve	68,851	1,704		5,000					75,555	68,851
Special Events Reserve	0									0
Information Technology	52,995	1,312							54,307	52,995
Young Singles Accommodation Reserve	103,812	2,570		5,000					111,382	103,812
Saleyards Reserve	66,719	1,651				12,000			56,370	66,719
Sewerage Reserve	311,278	7,705		5,000					323,983	311,278
Waste Management Reserve	132,786	3,287		5,000					141,073	132,786
Land Development Reserve	241,979	5,982							247,961	241,979
Aged Persons Accommodation Reserve	0								0	0
Swimming Pool Reserve	238,740	5,910		5,000					249,650	238,740
Albert Facey Homestead Reserve	10,254	254							10,508	10,254
Fuel Facility	178,263	4,369							182,632	178,263
Caravan Park & Accommodation Reserve	324,230	8,058							332,288	324,230
WANDRA events & Emergency Repairs Reserve	205,029	5,086							210,115	205,029
Future Projects Reserve	42,424	3,076		20,000					65,500	42,424
Wickepin Bowling Greens - Replacement	176,888	4,182							181,070	176,888
Yealering Bowling Green - Replacement	91,583	2,029							93,612	91,583
	3,239,614	81,918	0	45,000	0	117,000	0		3,249,532	3,239,614

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



Note 8 CAPITAL DISPOSALS

Comments - Capital Disposal/Replacements

SHIRE OF WICKEPIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 November 2024

Note 9: RATING INFORMATION

	Rate in \$	Number of Properties	Rateable Value \$	Rate Revenue \$	Interim Rates \$	Back Rates \$	Total Revenue \$	Amended Budget Rate Revenue \$	Amended Budget Interim Rate \$	Amended Budget Back Rate \$	Amended Budget Total Revenue \$
RATE TYPE											
Differential General Rate											
GRV	0.820700	152	1,558,092	129,021		0	129,021	129,021			129,021
UV	0.499300	268	312,228,490	1,555,809			1,555,809	1,554,735	500		1,555,235
Mining UV	0.499300	5	788,230	3,148			3,148	3,148			3,148
Sub-Totals		425	314,574,812	1,687,978	0	0	1,687,978	1,686,904	500	0	1,687,404
Minimum Payment	Minimum \$										
GRV	575	108		62,100			62,100	62,100			62,100
UV	575	35		18,975			18,975	18,975			18,975
Mining UV	575	2		1,150			1,150	1,150			1,150
Sub-Totals		145	0	82,225	0	0	82,225	82,225	0	0	82,225
Ex Gratia Rates							1,770,203				1,769,629
Discount							15,262				15,262
Rates Writeoffs							(152,494)				(144,000)
							(23)				(50)
Amount from General Rates							1,632,948				1,640,841
Specified Area Rates											
Totals							1,632,948				1,640,841

Comments - Rating Information

SHIRE OF WICKEPIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 November 2024

10. INFORMATION ON BORROWINGS

(a) Debenture Repayments

Particulars	Principal 1-Jul-23	New Loans	Principal Repayments		Principal Outstanding		Interest Repayments		Loan Completion Date
			Actual \$	Budget \$	Actual \$	Budget \$	Actual \$	Budget \$	
Loan 103 -Staff House	269,509			40,407		269,509		2,426	2/12/2030
	269,509	0	0	40,407	0	269,509	0	2,426	

All debenture repayments were financed by general purpose revenue.

(b) New Debentures

No new debentures were raised during the reporting period.

SHIRE OF WICKEPIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 November 2024

Note 11: GRANTS AND CONTRIBUTIONS

Program/Details GL	Grant Provider	Approval	2024-25 Budget	Variations Additions (Deletions)			Recoup Status	
					Operating	Capital	Received	Not Received
		(Y/N)	\$	\$	\$	\$	\$	\$
GENERAL PURPOSE FUNDING								
Grants Commission - General	WALGGC	Y	150,400	0	150,400	0	49,315	101,086
Grants Commission - Roads	WALGGC	Y	84,600	0	84,600	0	31,318	53,282
GOVERNANCE								
Australia Day Grant	Aust Day Council	Y	0	10,000	10,000		8,000	2,000
LAW, ORDER, PUBLIC SAFETY								
DFES Grant - Operating Bush Fire Brigade	DFES	Y	88,692	0	88,692	0	33,680	55,012
DWER - Water Tanks		N		7,705			10,105	(10,105)
DFES= AWARE grant	DFES	N		15,200	15,200	0	15,200	0
COMMUNITY AMENITIES								
Bus grant	Lotterywest	N	67,800			67,800	0	67,800
RECREATION AND CULTURE								
LRCI Phase 3	From							
LRCI Phase 4	LRCI Stage 3	Y	181,943			181,943	25,954	155,989
LRCI Phase 4	LRCI Stage 4	Y	229,513			229,513		229,513
LRCI Phase 4	LRCI Stage 4- CONTRACT	Y	145,127			145,127		145,127
	EV Charger	Y	25,052			25,052		25,052
Community Night Lights Program	CNLP Grant	Y	14,309			14,309		14,309
Community Night Lights Program	CNLP Grant- WDSC	Y	8,000		8,000		4,171	3,829
ECONOMIC SERVICES								
EiD Readers	DPIRD	Y	10,000		10,000		0	0
		N						0
TRANSPORT								
Roads To Recovery Grant - Cap	Roads to Recovery	Y	575,629	0	0	575,629	0	575,629
WSFN Grant	WSFN	Y	1,027,002	0	0	1,027,002	383,710	643,292
WSFN Grant	WSFN	N					33,516	(33,516)
RRG Grants - Capital Projects	Regional Road Group	Y	480,000	0		480,000	190,803	289,197
Direct Grant - Maintenance	Dept. of Transport		196,786		196,786		196,786	0
			10,000		10,000			
TOTALS			3,294,853	32,905	573,678	2,746,375	982,557	2,317,496

SHIRE OF WICKEPIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 November 2024

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 24	Amount Received	Amount Paid	Closing Balance 30-Nov-24
	\$	\$	\$	\$
Housing Bonds	0	2,139	-2,139	0
Master Key Deposits	492	4,914	-3,654	1,752
Building and BCITF	185	830	-953	62
Cat/Dog Trap Hire	0	0	0	0
WDSC Replacement Greens	0	0	0	0
Wickepin Community Harvest Fund	76,903	0	0	76,903
Albert Facey Homestead	0	0	0	0
Miscellaneous Trust	2,449	600	-600	2,449
Yealering Bowling Club Greens	0	0	0	0
Licensing		113,298	-113,298	0
	80,029	121,781	-120,644	81,165

Level of Completion Indicators

- 0% ○
20% ○
40% ●
60% ●
80% ●
100% ●

SHIRE OF WICKEPIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 November 2024

Note 13: CAPITAL ACQUISITIONS

30/11/2024						
		Annual Budget	Amended YTD Budget	YTD Actual	Variance (Under)/Over	Strategic Reference / Comment
Infrastructure Assets						
Land & Buildings						
Education & Welfare						
Wickepin Playgroup - Renew Gazebo	XPG1	6,000	2,000	5,200	(3,200)	C/Fwd
Education & Welfare Total		6,000	2,000	5,200	(3,200)	
Housing						
		0	0	0	0	
		0	0	0	0	
14 Smith St - Upgrade Fencing	CSH12	9,000	9,000	4,973	4,027	
Housing Total		9,000	9,000	4,973	4,027	
Other Housing						
Independent Living Units	CLCH3	0	0	5,000	(5,000)	
Other Housing Total		0	0	5,000	(5,000)	
Recreation and Culture						
Swimming Pool - Renew Pump Shed Roof	XSP7	9,000	9,000	10,373	(1,373)	C/fwd
Lake Yealering Foreshore Ablutions	LYFA2	140,000	58,335	52,722	87,278	C/fwd
Wickepin Community Centre - Change Rooms- LRCI Phase 4	XCC1	25,913	0	26,504	(591)	C/fwd
Wickepin Swimming Pool- Disable Toilet- LRCI Phase 4	XSP6	30,000	30,000	12,646	17,354	C/Fwd
Solar Panels	XSP1	50,104	0	0	50,104	
Yealering Hall	CLPH2	20,000	8,335	0	20,000	C/fwd
Harrismith Cricket Club	XHSO	0	0	5,907		Connection of power
Recreation And Culture Total		275,017	105,670	108,152	172,772	
Transport						
Public Works Dept (Old He Shed She Shed)	LPWC	10,000	10,000	7,000	3,000	
Transport Total		10,000	10,000	7,000	3,000	
Economic Services						
Harrismith Caravan Park - Renew Facilities	XCP3	0	0	7,260		Changed from Maintenance
Caravan Park Caretakers Fencing	XCPC1	17,000	0	0	0	
Transport Total		17,000	0	7,260	0	
Land and Buildings Total		317,017	126,670	137,586	174,799	
Footpaths						
Transport						
Footpaths	LFP1	45,000	0	0	0	
Transport Total		45,000	0	0	0	
Footpaths Total		45,000	0	0	0	
Furniture & Equipment						
Governance						
Various Locations - New CCTV System	XCTV	36,000	15,000	7,250	7,750	
Governance Total		36,000	15,000	7,250	7,750	
Furniture & Office Equip. Total		36,000	15,000	7,250	7,750	
Plant , Equip. & Vehicles						
Governance						
Ceo Vehicle 4X4 Wagon (1) Renew	XCE01	60,000	60,000	55,475	4,525	
Ceo Vehicle 4X4 Wagon (2) - Renew	XCE02	60,000	0	0	0	
Governance Total		120,000	60,000	55,475	4,525	
Transport						
Truck	XPM4	324,000	324,000	0	324,000	
Mechanics Ute	XPM5	37,697	0	37,697	(0)	
Bus	XPM6	221,000			221,000	
MWS Ute	XPWS	70,000	70,000	71,350	(1,350)	
Transport Total		652,697	394,000	109,047	543,650	
Economic Services						
Saleyards (eID Panels)	XSY1	10,780		0	0	ordered
Economic Services Total		10,780	394,000	0	543,650	
Plant , Equip. & Vehicles Total		783,477	454,000	164,523	548,174	
Infrastructure Other						
Recreation and Culture						
Harrismith Community Centre Playground- LRCI Phase 4	XHC1	93,886	93,886	69,420	24,466	
Yealering Niche Wall	XYC1	25,000	0	0	25,000	
Tennis Lights	XCNLP	28,618	0	0	28,618	
Recreation and Culture Total (CNLP)		147,504	93,886	69,420	78,084	
Economic Services						
Saleyards Dust Suppression	CLSY1	12,000	0	0	12,000	
Economic Services Total		147,504	93,886	69,420	78,084	
Infrastructure Other Total		159,504	93,886	69,420	0	
Roads						
Transport Regional Road Group						
Wickepin Pingelly Road	RG003	469,840	356,046	207,010	262,830	
Stock Route Road	RRG163	245,645	0	0	245,645	
Rabbit Proof Fence Road - WSNF)	WSB150	1,027,795	653,252	282,659	745,136	
Regional Road Group Total		1,743,280	1,009,298	489,669	1,253,611	
Transport Roads to Recovery						
Yilliminning Road	R2R004	575,629	0	15,750	(15,750)	
Roads to Recovery Total		575,629	0	15,750	(15,750)	
Council Resources Construction						
Harrismith Layby - LRCI Phase 4	XH15	50,000	50,000	0	50,000	
Toolibin Layby (LRCI - Phase 4)	XH16	124,000	0	0	0	
Council Resources Construction Total		174,000	50,000	0	50,000	
Roads Total		2,492,909	1,059,298	505,419	1,287,861.09	
Capital Expenditure Total		3,833,907	1,748,854	884,197	2,018,584	

2.1.4 MATTERS TO BE DISCUSSED AT COUNCIL/COMMITTEE MEETINGS/TABLING OF REPORTS

OBJECTIVE: Ensure that all matters requiring a decision by Council are placed on an agenda in a timely manner and in a format which will enable Councillors to make informed decisions.

The CEO or relevant Executive Officers must ensure that items requiring a resolution of Council be presented to Council/Committee meetings in such a manner that provides for proper consideration, including by circulation of a tabled report with the Agenda of the relevant meeting.

Other matters Councillors and Executive Officers wish to bring to the notice of Council may be done through the Shire of Wickepin President, or the CEO.

All reports to Council are to be tabled in written form except for emergency or late items or items for information only and must comply with Sections 5.25 and 9.59 of the Act.

Agenda items should be limited to major or important items and authority given to the CEO and Executive Officers to make decisions on repetitive and minor items.

Tabling of Councillor Reports as delegates to other organisations are to be in written form either presented to the CEO in time for forwarding with the agenda or tabled at the meeting.

Deadline for Council Agenda

Matters that require Council Resolution must be received by the CEO not less than 10 working days prior to the next ordinary Council meeting for inclusion in that meeting's agenda to ensure that employees are given adequate time to prepare and research agenda items for Council to be presented with all relevant information pertaining to that matter.

An application is considered to be lodged when all documents and information are received by the CEO.

The CEO may accept a late application to be included in any Council agenda if the CEO considers that:

- the matter is of such importance that Council may resolve to consider the matter; and
- adequate time is available to present a researched agenda item containing all relevant information pertaining to that matter.

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

2.1.7 USE OF COUNCIL ADMINISTRATION FACILITIES

OBJECTIVE: Establish guidelines for the hire and use of Council facilities.

Council administration facilities may be available for meetings organised by outside bodies when requested.

All rooms available for use by outside bodies are subject to the approval of the Shire of Wickepin President or CEO and are to be linked in some way to Council activities.

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

2.1.7 USE OF COUNCIL ADMINISTRATION FACILITIES

OBJECTIVE

Establish guidelines for the hire and use of Council administration facilities.

POLICY STATEMENT

~~Council administration facilities may be available for meetings organised by outside bodies when requested.~~

Use of Council Administration facilities for meetings organised ~~All rooms available for use~~ by outside bodies, ~~that otherwise benefit the District, may be permitted, subject to the approval from the~~ ~~are subject to the approval of the Shire of Wickpin President or~~ Chief Executive Officer. ~~and are to be linked in some way to Council activities.~~

Document Control Box							
Document Responsibilities:							
Owner:	Chief Executive Officer			Owner Business Unit:	Corporate		
Reviewer:	Chief Executive Officer			Decision Maker:	Council		
Compliance Requirements:							
Legislation:							
Industry:							
Organisational:							
Document Management:							
Risk Rating:	Medium	Review Frequency:	Every 2 years	Next Due:	2026	Records Ref:	
Version #	Decision Reference:		Synopsis:				
1.	17/06/2015		170615-12				
2.	15/03/2017		150317-11				
3.	19/02/2020		180320-02				
4.	17/02/2021		170321-03				
5.	16/03/2022		200422-12				
6.							

2.1.21 DESIGNATION OF SENIOR EMPLOYEES

OBJECTIVE: Clearly state senior employee positions in the Shire of Wickpin.

The Council designates the following employees as senior employees for the purpose of Section 5.37 (1) of the Act.

- Manager of Works and Services.

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

RETIREMENT OF COUNCILLORS - COUNCIL GIFT/FUNCTION

OBJECTIVE: Upon retirement of a Councillor, an official presentation and function may be held to recognise the Councillor's service to the Council.

A gift, gratuity and/or a Certificate of Appreciation may be presented to the retiring Councillor by the Shire President or Deputy Shire President.

The gratuity will be set annually as part of Council's Fees and Charges.

In special circumstances, the Council may make a payment greater than the gratuity specified in Council's Fees and Charges; in which case local public notice must be given in relation to the proposed gratuity in accordance with Division 4, section 5.50 of the Act.

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

2.1.2 Retirement/Resignation of Elected Members

OBJECTIVES

~~Upon retirement of a Councillor, an official presentation and function may be held to recognise the Councillor's service to the Council.~~ To provide clear guidelines for the appropriate recognition of the retirement or resignation of an Elected Member.

SCOPE

This policy is only applicable to Elected Members who have served a full first term with the Shire of Wickepin.

POLICY STATEMENT

1. Eligibility for Recognition

When an Elected Member retires or resigns from service to Council of the Shire of Wickepin, the Elected Member may be entitled to a gratuity payment/gift/function as outlined within this policy.

Elected Members who do not complete a full first term, it may be at the discretion of Council.

2. Prescribed Amount

~~The gratuity may be in cash or a gift to a maximum amount as set out in Council's Fees and Charges.~~ The Gratuity referred to in this policy, provided that at least one full four-year term of office has been served, shall be:

- \$100 per year of service, up to a maximum of \$1,000, in the form of a gift card. The value of any gift provided to a retiring Elected Member is limited to the prescribed amount set out in Regulation 34AC of the Local Government (Administration) Regulations 1996.
- Shire of Wickepin plaque.
- An official presentation and function as determined by the President in conjunction with the CEO

~~Council may make a payment greater than that specified in Council's Fees and Charges, in which case a local public notice is required to be given in accordance with Division 4, Section 5.50 of the Act.~~

3. Financial Liability for Taxation

The Elected Member accepts full responsibility for any taxation payable on the Gratuity Payment and agrees to fully indemnify the Local Government in relation to any claims or liabilities for taxation in relation to the Gratuity Payment.

Document Control Box							
Document Responsibilities:							
Owner:	Chief Executive Officer			Owner Business Unit:	Corporate		
Reviewer:	Chief Executive Officer			Decision Maker:	Council		
Compliance Requirements:							
Legislation:	Local Government Act 1995 S5.100A Local Government (Administration) Regulations 1996 S34AC						
Industry:							
Organisational:							
Document Management:							
Risk Rating:	Medium	Review Frequency:	Every 2 years	Next Due:	2026	Records Ref:	
Version #	Decision Reference:	Synopsis:					
1.	17/06/2015	170615-12					
2.	15/03/2017	150317-11					
3.	19/02/2020	180320-02					
4.	17/02/2021	170321-03					
5.	16/03/2022	200422-12					
6.							

2.1.2 Retirement/Resignation of Elected Members

OBJECTIVES

~~Upon retirement of a Councillor, an official presentation and function may be held to recognise the Councillor's service to the Council.~~ To provide clear guidelines for the appropriate recognition of the retirement or resignation of an Elected Member.

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This policy is only applicable to Elected Members who have served a full first term with the Shire of Wickepin.

POLICY STATEMENT

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When an Elected Member retires or resigns from service to Council of the Shire of Wickepin, the Elected Member may be entitled to a gratuity payment/gift/function as outlined within this policy.

For Elected Members who do not complete a full first term, it may be at the discretion of Council.

2. Prescribed Amount

~~The gratuity may be in cash or a gift to a maximum amount as set out in Council's Fees and Charges.~~ The Gratuity referred to in this policy, provided that at least one full four-year term of office has been served, shall be:

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- Shire of Wickepin plaque.
- An official presentation and function as determined by the President in conjunction with the CEO

~~Council may make a payment greater than that specified in Council's Fees and Charges, in which case a local public notice is required to be given in accordance with Division 4, Section 5.50 of the Act.~~

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Compliance Requirements:							
Legislation:	Local Government Act 1995 S5.100A Local Government (Administration) Regulations 1996 S34AC						
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Organisational:							
Document Management:							
Risk Rating:	Medium	Review Frequency:	Every 2 years	Next Due:	2026	Records Ref:	
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3.	19/02/2020	180320-02					
4.	17/02/2021	170321-03					
5.	16/03/2022	200422-12					
6.							

2.1.19 FAREWELL GIFTS TO EMPLOYEES

OBJECTIVE: Provide guidelines for farewell gifts for Shire of Wickepin employees who retire or resign from full time or permanent part-time employment.

The Shire may pay a gratuity to an employee whose employment with the Shire of Wickepin is finishing due to retirement or resignation if full time or permanent part time employed.

The gratuity may be in cash or a gift to a maximum amount as set out in Council's Fees and Charges.

Council may make a payment greater than that specified in Council's Fees and Charges, in which case a local public notice is required to be given in accordance with Division 4, Section 5.50 of the Act.

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

2.1.19 Payments to Employees in Addition to Contract or Award

OBJECTIVES

To provide clear guidelines for when an employee who is ceasing employment with the Shire of Wickepin, may be paid an amount in addition to their entitlements under an award, workplace agreement or contract of employment. ~~farewell gifts for Shire of Wickepin employees who retire or resign from full time or permanent part time employment.~~

SCOPE

This policy shall only be applicable to permanent employees of the Shire of Wickepin.

POLICY STATEMENT

1. Eligibility for Gratuity Payments

When an employee's services are ceasing with the Shire of Wickepin for any of the reasons identified below, the employee may be entitled to a gratuity payment as outlined within this policy:

- Resignation (not as a result of any performance management or investigating being conducted by the Local Government)
- Retirement; or
- Redundancy

The Gratuity Payment identified within this policy does not apply to an employee who has been dismissed by the Local Government for any reason other than redundancy.

The Shire may pay a gratuity to an employee whose employment with the Shire of Wickepin is finishing due to retirement or resignation if full time or permanent part time employed.

2. Prescribed Amount for Gratuity Payments

The Gratuity amount referred to in this policy shall be:

- \$50 per continuous year of service, up to a maximum of \$500, in the form of a gift card.

~~The gratuity may be in cash or a gift to a maximum amount as set out in Council's Fees and Charges.~~

3. Determining Service

For the purpose of this policy, continuous service shall deem to include:

- Any period of absence from duty of annual leave, long service leave, paid bereavement leave, accrued paid personal leave and public holidays.
- Any period of authorised paid absence from duty necessitated by sickness of or injury to the employee but only to the extent of three months in each calendar year but not including leave without pay or parent leave.
- Any period of absence that has been supported by an approved workers compensation claim up to a maximum absence of one year.

For the purpose of this policy, continuous service shall not include:

- Any period of unauthorised absence from duty unless the Local Government determines otherwise.
- Any period of unpaid leave unless the Local Government determines otherwise.
- Any period of absence from duty on Parental leave unless the Local Government determines otherwise.

4. Exceeding Prescribed Amounts

In some circumstances, Council may consider it appropriate to make a payment greater than that specified in this policy. In which case local public notice is required to be given in relation to the proposed gratuity in accordance with the Local Government Act s.5.50 (2), and is not to exceed the amounts as set in the Local Government Administration Regulations 1996, specifically regulation 19A. ~~Council may make a payment greater than that specified in Council's Fees and Charges, in which case a local public notice is required to be given in accordance with Division 4, Section 5.50 of the Act.~~

5. Financial Liability for Taxation

The employee accepts full responsibility for any taxation payable on the Gratuity Payment and agrees to fully indemnify the Local Government in relation to any claims or liabilities for taxation in relation to the Gratuity Payment.

Document Control Box							
Document Responsibilities:							
Owner:	Chief Executive Officer			Owner Business Unit:	Corporate		
Reviewer:	Chief Executive Officer			Decision Maker:	Council		
Compliance Requirements:							
Legislation:	<i>Local Government Act 1995 - Sect 5.50</i> <i>Local Government (Administration) Regulations 1996 - Reg 19a</i>						
Industry:							
Organisational:							
Document Management:							
Risk Rating:	Medium	Review Frequency:	Every 2 years	Next Due:	2026	Records Ref:	
Version #	Decision Reference:		Synopsis:				
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OBJECTIVES

To provide clear guidelines for when an employee who is ceasing employment with the Shire of Wickepin, may be paid an amount in addition to their entitlements under an award, workplace agreement or contract of employment. ~~farewell gifts for Shire of Wickepin employees who retire or resign from full time or permanent part time employment.~~

SCOPE

This policy shall only be applicable to permanent employees of the Shire of Wickepin.

POLICY STATEMENT

1. Eligibility for Gratuity Payments

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- Resignation (not as a result of any performance management or investigating being conducted by the Local Government)
- Retirement; or
- Redundancy

The Gratuity Payment identified within this policy does not apply to an employee who has been dismissed by the Local Government for any reason other than redundancy.

The Shire may pay a gratuity to an employee whose employment with the Shire of Wickepin is finishing due to retirement or resignation, if full time or permanent part time **employment status applies.**

2. Prescribed Amount for Gratuity Payments

The Gratuity amount referred to in this policy shall be:

- \$50 per continuous year of service, up to a maximum of \$500, in the form of a gift card.

~~The gratuity may be in cash or a gift to a maximum amount as set out in Council's Fees and Charges.~~

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- Any period of absence from duty of annual leave, long service leave, paid bereavement leave, accrued paid personal leave and public holidays.
- Any period of authorised paid absence from duty necessitated by sickness of or injury to the employee but only to the extent of three months in each calendar year but not including leave without pay or parent leave.
- Any period of absence that has been supported by an approved workers compensation claim up to a maximum absence of one year.

For the purpose of this policy, continuous service shall not include:

- Any period of unauthorised absence from duty unless the Local Government determines otherwise.
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- Any period of absence from duty on Parental leave unless the Local Government determines otherwise.

4. Exceeding Prescribed Amounts

In some circumstances, Council may consider it appropriate to make a payment greater than that specified in this policy. In which case local public notice is required to be given in relation to the proposed gratuity in accordance with the Local Government Act s.5.50 (2), and is not to exceed the amounts as set in the Local Government Administration Regulations 1996, specifically regulation 19A. ~~Council may make a payment greater than that specified in Council's Fees and Charges, in which case a local public notice is required to be given in accordance with Division 4, Section 5.50 of the Act.~~

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Owner:	Chief Executive Officer			Owner Business Unit:	Corporate		
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Legislation:		Local Government Act 1995 - Sect 5.50 Local Government (Administration) Regulations 1996 - Reg 19a					
Industry:							
Organisational:							
Document Management:							
Risk Rating:		Medium	Review Frequency:	Every 2 years	Next Due:	2026	Records Ref:
Version #	Decision Reference:		Synopsis:				
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4.	17/02/2021		170321-03				
5.	16/03/2022		200422-12				
6.							

Kiesha Thompson

From: Subdivision Application <subdivisionapplication@dplh.wa.gov.au>
Sent: Wednesday, 4 December 2024 8:50 AM
Subject: IBP20241820 - A3517 - Application 201118 - Form 1A Referral
Attachments: Referral Letter.pdf; 201118.pdf; Certificate of Title 1896-885 Lot 76 Railway Parade, TOOLIBIN 6312.pdf; 201118 - Lots 76 & 77 Railway Parade, Toolibin - Stamped Plan.pdf; 20241203 201118 Lots 76 & 77 Railway Parade, Toolibin - Form 1A.pdf; Application.xml; 0061 - BAL Additional Information.pdf

SynergySoft: IBP20241820 - A3517

COPY

Application No.	201118
Application	Amalgamation
Applicant	Anderson Consulting Surveyors
Landowner	Gregory Roland Williams
Property	Lots 76 & 77 Railway Parade, Toolibin
Local Government	Wickepin, Shire of
Zoning	, MAJOR REGIONAL ROAD, GENERAL AGRICULTURE
Factors	PTA RAILWAY, THREATENED ECOLOGICAL COMMUNITY BUFFER, BUSHFIRE PRONE AREA, THREATENED FAUNA BUFFER

The Western Australian Planning Commission (WAPC) has received the abovementioned application and all information relating to this proposal is attached and can be accessed via the Planning Online Portal.

Please provide any information, advice, or recommended conditions relevant to this application via the Planning Online Portal (<https://planningonline.dplh.wa.gov.au/>) by **15 January 2025**, being 42 days from the date of this notice.

Should you have any questions regarding the above application, please contact Grace McDonald via email at grace.mcdonald@dplh.wa.gov.au

Kind regards

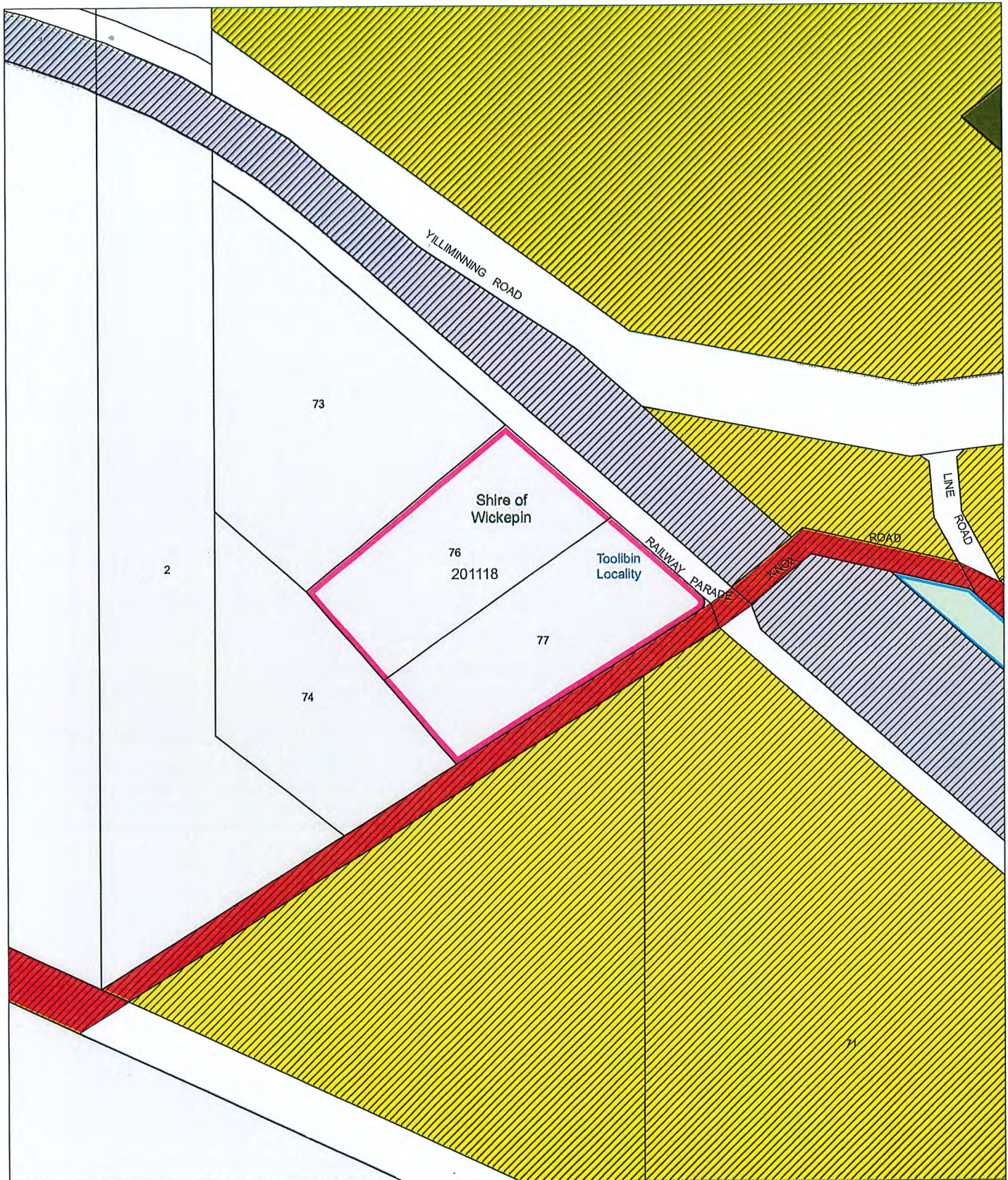
Planning Administration
 Department of Planning, Lands and Heritage



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There is no warranty that this email is error or virus free.

This notice should not be removed.



Location Plan for: Subdivision Application

This data is to be used only for the processing of a
Subdivision Application

Application Number: **201118**

Decision: **Outstanding**


Printed: **3/12/2024**











Produced by Data Analytics,
Department of Planning, Lands and Heritage, Perth WA

Base information supplied by
Western Australian Land Information Authority SLIP 1180-2020-1

Application Status

 Outstanding



Existing LPS Zones and Reserves

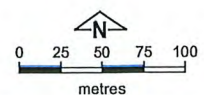
-  Conservation
-  General agriculture
-  Local road
-  Major regional road
-  Public purposes
-  Public purposes : Waterway
-  Railway
-  Rural townsite

Easements and Referrals

Region Scheme Reserves

Localities & Local Government Boundaries

-  Local government boundary
-  Locality



OFFICIAL



Our Ref : 201118
Previous Ref :
Your Ref : 0061
Enquiries : Grace McDonald (6551 8169)

04 December 2024

Application No: 201118 - Lot 76 Railway Parade, Toolibin

The Western Australian Planning Commission has received an application for planning approval as detailed below. Plans and documentation relating to the proposal are attached. The Commission intends to determine this application within 90 days from the date of lodgement.

Please provide any information, comment or recommended conditions pertinent to this application by 15 January 2025 being 42 days from the date of this letter. The Commission will not determine the application until the expiry of this time unless all responses have been received from referral agencies. If your response cannot be provided within that period, please provide an interim reply advising of the reasons for the delay and the date by which a completed response will be made or if you have no comments to offer.

Referral agencies are to use the Model Subdivision Conditions Schedule (1 January 2024) in providing a recommendation to the Commission. Non-standard conditions are discouraged, however, if a non-standard condition is recommended additional information will need to be provided to justify the condition. The condition will need to be assessed for consistency against the validity test for conditions. A copy of the Model Subdivision Conditions Schedule can be accessed: <http://www.dplh.wa.gov.au>

Please send responses via Planning Online Portal here:
<https://planningonline.dplh.wa.gov.au/>.

This proposal has also been referred to the following organisations for their comments:
Water Corporation, Wickepin, Shire of, Department of Health, Main Roads WA, Western Power, Public Transport Authority, DBCA - Wheatbelt and LG Wickepin, Shire of.

Yours faithfully

Sam Boucher

Ms Sam Boucher
WAPC Secretary

APPLICATION DETAILS

Application Type	Amalgamation	Application No	201118
Applicant(s)	Anderson Consulting Surveyors		
Owner(s)	Gregory Roland Williams		

OFFICIAL

Locality	Lot 76 Railway Parade, Toolibin		
Lot No(s).	76, 77	Purpose	Amalgamation
Location	,	Local Gov. Zoning	MAJOR REGIONAL ROAD, GENERAL AGRICULTURE
Volume/Folio No.	1896/885, 1896/885	Local Government	Wickepin, Shire of
Plan/Diagram No.	160254, 160254	Tax Sheet	
Centroid Coordinates			
Other Factors	PTA RAILWAY, THREATENED ECOLOGICAL COMMUNITY BUFFER, BUSHFIRE PRONE AREA, THREATENED FAUNA BUFFER		

WESTERN



AUSTRALIA

TITLE NUMBER

Volume Folio

1896 885

RECORD OF CERTIFICATE OF TITLE
UNDER THE TRANSFER OF LAND ACT 1893

The person described in the first schedule is the registered proprietor of an estate in fee simple in the land described below subject to the reservations, conditions and depth limit contained in the original grant (if a grant issued) and to the limitations, interests, encumbrances and notifications shown in the second schedule.

BGRoberts
REGISTRAR OF TITLES**THIS IS A MULTI-LOT TITLE****LAND DESCRIPTION:**

LOTS 76 & 77 ON DEPOSITED PLAN 160254

**REGISTERED PROPRIETOR:
(FIRST SCHEDULE)**

GREGORY ROLAND WILLIAMS
VICKI LORRAINE WILLIAMS
BOTH OF 73 RAILWAY PARADE, TOOLIBIN
AS JOINT TENANTS

(T F412956) REGISTERED 4/1/1994

**LIMITATIONS, INTERESTS, ENCUMBRANCES AND NOTIFICATIONS:
(SECOND SCHEDULE)**

1. F412957 MORTGAGE TO AUSTRALIA & NEW ZEALAND BANKING GROUP LTD REGISTERED 4/1/1994.
2. M419442 MORTGAGE TO AUSTRALIA & NEW ZEALAND BANKING GROUP LTD REGISTERED 2/10/2013.


































Warning: A current search of the sketch of the land should be obtained where detail of position, dimensions or area of the lot is required.
Lot as described in the land description may be a lot or location.

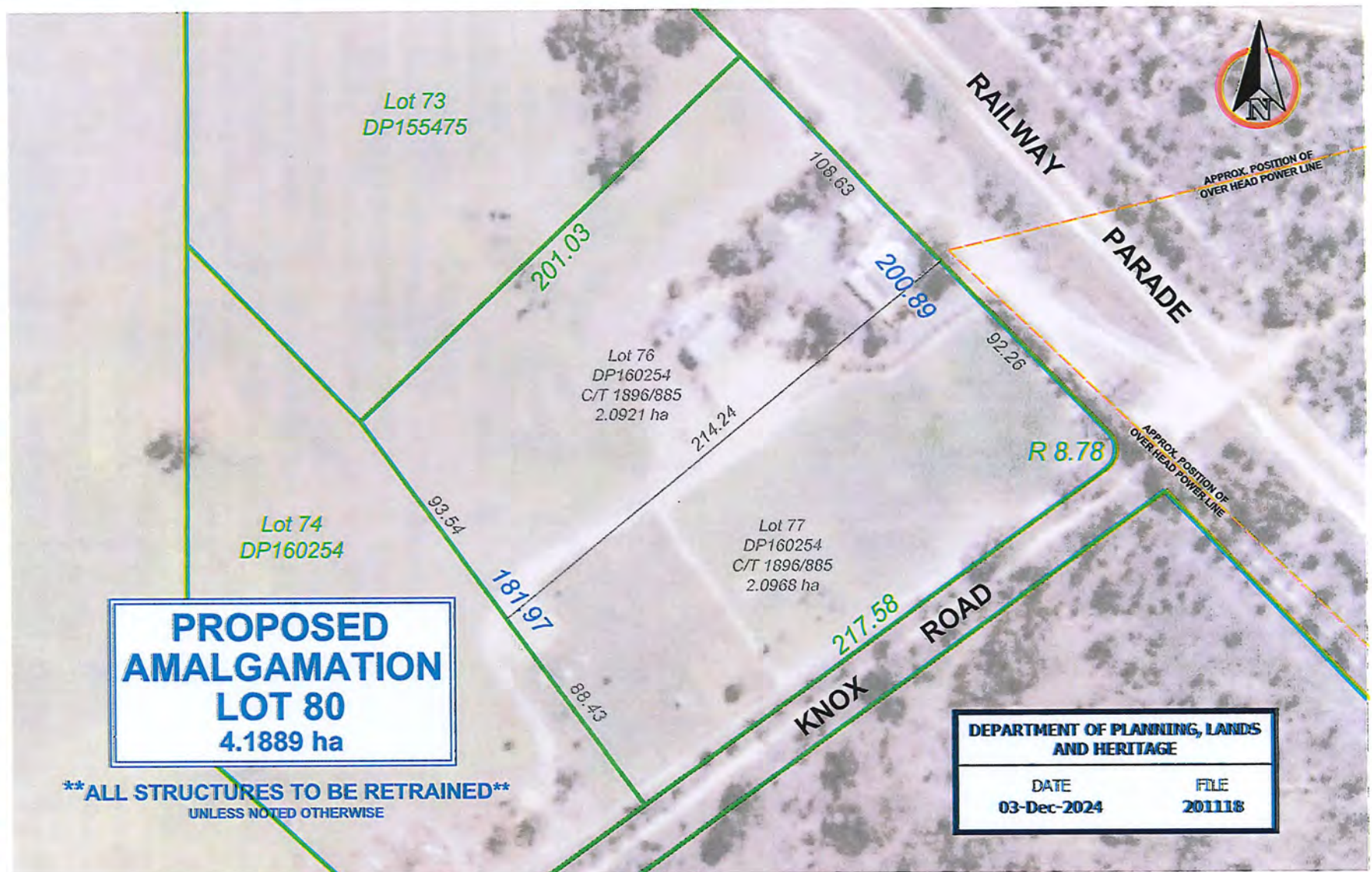
-----END OF CERTIFICATE OF TITLE-----

STATEMENTS:

The statements set out below are not intended to be nor should they be relied on as substitutes for inspection of the land and the relevant documents or for local government, legal, surveying or other professional advice.

SKETCH OF LAND: 1896-885 (76/DP160254), 1896-885 (77/DP160254)
PREVIOUS TITLE: 1382-42
PROPERTY STREET ADDRESS: LOT 76 RAILWAY PDE, TOOLIBIN (76/DP160254).
LOCAL GOVERNMENT AUTHORITY: SHIRE OF WICKEPIN

SERVICE LEGEND			
DRAINAGE			
COMBO PIT			
GRATE			
SIDE ENTRY PIT			
STORM WATER MANHOLE			
ELECTRICITY			
CABLE MANHOLE			
CABLE PIT / BOX			
CABLE DOME			
CONSUMER POLE			
LIGHT POLE			
POWER POLE			
STAY POLE			
STAY WIRE ANCHOR			
O/H POWER LINE			
GAS			
GAS MANHOLE			
GAS MARKER			
GAS METER			
GAS VALVE			
SEWERAGE			
SEWER MANHOLE			
PROPERTY CONNECTION			
SEWER LINE			
TELECOMMUNICATION			
TEL / COMMS MANHOLE			
TEL / COMMS MARKER			
TEL / COMMS PIT			
WATER			
FLUSH POINT			
HYDRANT			
STOP VALVE			
TAP			
WATER MARKER			
WATER METER			
WATER LINE			
SURVEY			
DATUM			
PEG FOUND			
OTHER			
AWNING / EAVES			
ROOF RIDGE			
FLOOR RL			
WINDOW / DOOR			
BANK - BOTTOM			
BANK - TOP			
SERVICE RECORD			
SERVICE	STATUS		
	LOCATED	AVAILABLE	NO SERVICE
WATER	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
SEWERAGE	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
GAS	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
TEL / COMM	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
POWER	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
SERVICES MARKED CONFIRM REQUIRE BUILDER / CLIENT TO CONFIRM POSITION AND / OR AVAILABILITY ON SITE.			



LOT / PLAN : 76 & 77 ON DP160254	SURVEYOR : KPA	CLIENT : GREG WILLIAMS
SUBURB : TOOLIBIN	C/T : 1896/885	SURVEYED ON : N/A
AUTHORITY : WICKEPIN	COORDINATE DATUM HORIZONTAL : MGA2020 VERTICAL : N/A CONTOURS : N/A	DRAFTER : KPA
DISCLAIMER This plan has been prepared for the client only and should not be used in whole or part for any other purposes unless authorised by Anderson Consulting Surveyors Pty Ltd.	PERTH 333 CANNING HIGHWAY PALMYRA WA 6157 Ph: 0430 044 022 email: info@acsurveyors.com.au www.acsurveyors.com.au	ANDERSON CONSULTING SURVEYORS
SCALE : 1:1500 @ A3 Landscape	JOB No : 0061	PLAN : APP - 001 - A 1 OF 1

WARNING!
BOUNDARY RE-ESTABLISHMENT SURVEY
REQUIRED TO CONFIRM LOT BOUNDARY
POSITION AND DIMENSIONS.

Form 1A - Preliminary approval app
DATE
03-Dec-2024
FILE
201118

Lodgement ID	2024-06967		
Date submitted	26/11/2024		
Submitted by	Kim		
Your reference	61		
Location of subject property	Lot 76 Railway Parade, Toolibin		
Existing tenure	Freehold (Green Title)	Application type	Amalgamation
Proposed tenure	Freehold (Green Title)		

Applicants
Applicant (1)

Is person the primary applicant?	Yes	Is the applicant a landowner?	No
Is the applicant an organisation/company?	Yes	ACN/ABN	79 672 516 844
Organisation/company	Anderson Consulting Surveyors	Position	Licensed Surveyor
Name	Kim Anderson		
Email	Admin@acsurveyors.com.au		
Phone number	430044032	Additional phone no.	N/A
Address	PO BOX 317	Additional phone no. type	N/A
	Applecross 6953 Australia		

Certificate of Title details
Certificate of Title (1)

Volume	1896	Folio	885
Plan number	160254	Lot number	76
Part lot?	No	Location	N/A
Reserve number	N/A		
Address	Lot 76 Railway Parade Toolibin	Nearest road intersection	N/A

Certificate of Title (2)

Volume	1896	Folio	885
Plan number	160254	Lot number	77
Part lot?	No	Location	N/A
Reserve number	N/A		
Address	Lot 76 Railway Parade Toolibin	Nearest road intersection	N/A

Landowners

Have all registered proprietors (landowners) listed on the Certificate/s of Title provided consent?	No
Are any of the landowner's names different from that shown on the certificate of title?	No

OFFICIAL

Landowner (1)			
Is the landowner an organisation/company?	No	Landowner type	Joint tenant survivor
Organisation/company	N/A	ACN/ABN	N/A
Name	Gregory Roland Williams	Position	N/A
Email	hayjar3@bigpond.com		
Phone number	N/A		
Address	73 Railway Parade Toolibin 6312 Australia		
Consent to apply:			
Has this landowner provided consent to apply?	Yes		
Date of consent document	13/11/2024		

Additional consent to apply			
Consent to apply (1)			
Is the consent to apply on behalf of an organisation/company?	No		
Organisation/company	ACN/ABN	N/A	
Name	Gregory Roland Williams	Position	N/A
Email	hayjar3@bigpond.com		
Phone number	N/A	Additional phone no.	N/A
Address	Lot 76 Railway Parade Toolibin 6312 Australia	Additional phone no. type	N/A
Date of consent document	12/11/2024		

Consent to apply checklist	
Current copies of all records of title are attached	Yes
All registered proprietors (landowners) listed on the certificate/s of title have signed the application or an attached letter of consent. This includes landowners specified on a certificate of title for a leasehold lot	No
Consent to apply is given on behalf of landowners or tier 1 corporation	No
The application is by or on behalf of a prospective purchaser/s under contract of sale or offer and acceptance	No
Consent to apply is given by or on behalf of joint tenant survivors	Yes
Consent to apply is given by or on behalf of an executor of a deceased estate	No
This application includes land that is owned by or vested in or held by management order by a government agency or local government	No
This application includes Crown land	No

Summary of the Proposal			
Existing tenure	Freehold (Green Title)	Application type	Amalgamation
Proposed tenure	Freehold (Green Title)		
Local government where the subject land is located	Wickepin, Shire of		

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Additional local government/s where the subject land is located	N/A
Have you submitted a related application?	No
Lodgement ID of related application	N/A
How is the application related?	N/A
Land use and lots	
Current land use	Residential
Total number of current lot/s subject of this application	2
Number of proposed lot/s	1

Proposed use/development:			
Proposed zone (1)	Other	Zone lot size	2 HA - 5 HA
		Number of zone lots	1

Reserved lots:			
Reserve lot type (N/A)	N/A	Number of reserve lots	N/A

Dwellings, outbuildings and structures			
Does the subject lot/s contain existing dwellings, outbuildings and/or structures?			Yes
Dwellings:			
Number of dwellings	1	Specify details	All to be retained
Details of partially retained/ removed dwellings	N/A		
Outbuildings:			
Number of outbuildings	4	Specify details	All to be retained
Details of partially retained/ removed outbuildings	N/A		
Other development:			
Specify details	N/A		
Amendment			
Type 1 (a) Addition of land from outside the parcel of a strata titles scheme to common property in the scheme (but not including temporary common property)	No		
Type 1 (b) Conversion of a lot in a strata titles scheme to common property in the scheme	No		
Type 2 Removal from the parcel of a strata titles scheme of land comprised of common property	No		
Type 3 Consolidation of 2 or more lots in a strata titles scheme into 1 lot in the scheme (not affecting common property in the scheme)	No		
Type 4 Subdivision that does not involve the alteration of the boundaries of the parcel and is not a type 1, type 2 or type 3 subdivision	No		
Termination			
Strata company resolution in support of the termination proposal is available?	No		
Has an outline termination proposal been prepared?	No		
Survey-Strata or Leasehold (Survey-Strata)			
Is common property proposed?	No		
Does the plan of subdivision show the indicative internal sewer and water connections to each lot?	No		
Proposed leasehold scheme term	N/A		
Is an option for postponement of the leasehold expiry scheme proposed?	No		

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What is the proposed postponement timeframe?	N/A
Strata or Leasehold (Strata)	
Is common property proposed?	No
Does this application relate to an approved development application?	No
Development application approval date/s	N/A
Development application reference number/s	N/A
Does this application relate to an approved building permit?	No
Building permit issue date/s	N/A
Building permit reference number/s	N/A
Is it proposed to create a vacant strata lot by registration of the plan?	No
Number of vacant strata lot/s	N/A
Details of restrictions to be placed on any lots on the plan	N/A
Leasehold scheme proposed timeframe	N/A
Is an option for postponement of the leasehold expiry scheme proposed?	No
Proposed postponement timeframe	N/A

Subdivision details	
Transport impacts	
Are there 10 - 100 vehicle trips in the subdivision's peak hour?	No
Are there more than 100 vehicle trips in the subdivision's peak hour?	No
Access to/from, right-of-way or private road	
Access is to be provided from an existing right of way or private road?	No
Road and rail noise	
Is the proposal within the trigger distance of a strategic transport route as defined by State Planning Policy 5.4?	No
Contaminated sites	
Has the land ever been used for potentially contaminating activity?	No
Does the land contain any site or sites that have been classified under the Contaminated Sites Act 2003?	No
Does the land contain any site or sites that have been reported or are required to be reported under the Contaminated Sites Act 2003?	No
Information requirements liveable neighbourhoods	
Is this application to be assessed under the Liveable Neighbourhoods policy?	No
Acid sulfate soils	
Is the land located in an area where site characteristics or local knowledge lead you to form the view that there is a significant risk of disturbing acid sulfate soils at this location?	No
Bushfire prone areas	
Is all, or a section of the subdivision in a designated bushfire prone area?	Yes
Has a Bushfire Attack Level (BAL) Contour Map been prepared?	No
Does the BAL Contour Map indicate areas of the subject site as BAL-12.5 or above?	No
Has a Bushfire Management Plan (BMP) been prepared?	No
On-site sewerage disposal	
Is on-site sewerage disposal proposed?	Yes
Is it proposed to create lots of 4ha or smaller?	No
Has a site and soil evaluation been provided?	No

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Final Checklist

Subdivision plans are based on an accurate and up-to-date feature survey that includes existing ground levels relative to AHD or topography of the subject lot/s. A feature survey is not required for amalgamation approval	No
Relevant copies of the subdivision plans and supporting documentation or accompanying information are attached	No
The subdivision plan is capable of being reproduced in black and white format	No
The subdivision plan is drawn to a standard scale (ie 1:100, 1:200, 1:500, 1:1000) at A3 or A4	No
All dimensions on the subdivision plan are in metric standard	No
The north point is shown clearly on the subdivision plan	No
The subdivision plan shows all lots or the whole strata or community titles (land) scheme plan (whichever is applicable)	No
The subdivision plan shows all existing and proposed lot boundaries	No
The subdivision plan shows all existing and proposed lot dimensions (including lot areas)	No
The subdivision plan shows the lot numbers and boundaries of all adjoining lots	No
Is a battleaxe lot/s proposed?	No
The subdivision plan shows the width and length of the access leg, the area of the access leg and the total area of the lot	No
The subdivision plan shows the name/s of existing road/s	No
Is a new road/s proposed to be created?	No
The subdivision plan shows the width of proposed road/s	No
Is the land vacant?	No
The subdivision plan shows all buildings and/or improvements, including driveways and crossovers (including setbacks) which are to be retained, or removed	No
Does the land contain features such as watercourses, wetlands, significant vegetation, flood plains and dams?	No
The subdivision plan shows features such as watercourses, wetlands, significant vegetation, flood plains and dams?	No
The subdivision plan shows all electrical, sewer and water infrastructure. For on-site sewage disposal, the indicative disposal areas for wastewater distribution are to be shown	No
Additional information required in the case of applications for residential infill subdivision within existing residential zoned areas	No

Estimated Fee & Payment Details

Estimated fee payable	\$2,634.00		
Number of proposed lots	1	Number of reserved lots	0
Payer details			
Would you like to nominate that the invoice is sent to another party for payment?			No
Payer name	Kim Anderson	Organisation/company	Anderson Consulting Surveyors
Phone number	430044032	Email	Admin@acsurveyors.com.au
Postal address	PO BOX 317	City/Town/Suburb	Applecross
Postcode	6953		
Submit application			
Are the payer's details correct?			Yes
Have you checked the Summary of the Proposal and acknowledged all items?			Yes

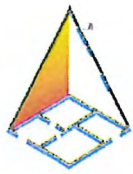
Attachments

Document type	Document
Certificate of Title	Certificate of Title 1896-885 Lot 76 Railway Parade, TOOLIBIN 6312.pdf
Death certificate of the deceased landowner	DEATH CERTIFICATE_VICKI WILLIAMS.jpg

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Export PDF - Lodged application	20241126 2024-06967 Lot 76 Railway Parade, Toolibin - Form 1A.pdf
Landowners Consent	CCF13112024.pdf
Statement advising why SPP does not apply	0061 - BAL Additional Information.pdf
Subdivision plan	0061-01A AmalgamationLots 76-77 DP160254_MGA2020.pdf
Tax Invoice	Tax Invoice - INV0003741 - 20241203.pdf
Tax Invoice - Receipt	Tax Invoice Receipt - INV0003741 - 20241203.pdf

WAPC contact information			
Infoline	1800 626 477	Planning Online	https://planningonline.dplh.wa.gov.au
Web address	www.dplh.wa.gov.au	Email	corporate@wapc.wa.gov.au
Perth	Albany	Bunbury	Mandurah
140 William Street Perth, 6000 Locked Bag 2506 Perth, 6001 (08) 6551 9000	178 Stirling Terrace PO Box 1108 Albany 6331 (08) 9892 7333	Sixth Floor Bunbury Tower 61 Victoria Street Bunbury 6230 (08) 9791 0577	Level 1 - Suite 94 16 Dolphin Drive Mandurah 6210 (08) 9586 4680



ANDERSON CONSULTING SURVEYORS

The Western Australian Planning Commission

c/o Planning Administration

6th Floor, Bunbury Tower

61 Victoria Street

Bunbury, WA 6230

Dear Planning Administration Team,

RE: Amalgamation Lot 76 & 77 on FP 160254

Given the nature of this subdivision and the Bushfire Prone areas relating to it, along with previous advice from planning officers within the department as to whether it was necessary to complete a BAL Contour Map for such proposed subdivisions.

Knowing that the intention of our proposal is not to create a higher density of lots we are of the understanding that there is not a requirement to produce the Bushfire Contour Maps.

Should you have any further queries please don't hesitate to contact the undersigned with the details below.

Yours sincerely

Kim Anderson

Licensed Surveyor