



A Fortunate Place

Shire of Wickepin

Minutes

# Ordinary Meeting of Council

Council Chambers, Wickepin

## 18 May 2022



### Notice of an Ordinary Meeting of Council

Please note that the next ordinary meeting of Council of the Shire of Wickepin will be held on 18 May 2022 at Council Chambers, Wickepin, commencing at 3.30pm.

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

A handwritten signature in blue ink, appearing to read "Mark Hook", is written over a horizontal line.

Mark Hook  
Chief Executive Officer

12 May 2022

#### Time Table

12.00pm	Lunch
1.00pm	Forum
3.00pm	Afternoon Tea
3.30pm	Ordinary Council Meeting

#### **Disclaimer**

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

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

**SHIRE OF WICKEPIN  
QUESTIONS FROM THE PUBLIC**

**Any member of the public wishing to participate in Public Question Time during Council or Committee meetings is welcome to do so; however, Council requires your name, address and written questions to be provided to the meeting secretary.**

**NAME:**

**SIGNATURE:**

**ADDRESS:**

**TELEPHONE:**

**MEETING/DATE:**

**NAME OF ORGANISATION REPRESENTING (if applicable):**

**QUESTION:**

## **SHIRE OF WICKEPIN QUESTIONS FROM THE PUBLIC**

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

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

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**Minutes of an Ordinary Meeting of Council held in Council Chambers, Wickepin  
Wednesday 18 May 2022 commencing @ 3.30pm**

The President declared the meeting open at 3.39pm.

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

President	Julie Russell
Councillor	John Mearns
Councillor	Fran Allan
Councillor	Lindsay Corke
Councillor	Ty Miller
Councillor	Peter Thompson

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

**Leave of Absence (Previously Approved)**

**Apologies**

Deputy President	Wes Astbury
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**2. Public Question Time**

**3. Applications for Leave of Absence/Apologies**

**4. Petitions, Memorials and Deputations**

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

**6. Confirmation of Minutes**

Ordinary meeting of council – 20 April 2022

**Resolution No 180522-01**

**Moved Cr Miller / Seconded Cr Thompson**

That the minutes of the Ordinary meeting of council held on Wednesday 20 April 2022 be confirmed as a true and correct record.

**Carried 6/0**

**7. Receival of Minutes**

## RECEIVAL OF MINUTES

### 7.1 Local Emergency Management Committee (LEMC)

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<b>Submission To:</b>	<b>Ordinary Council</b>
<b>Location/Address:</b>	<b>Whole Shire</b>
<b>Name of Applicant:</b>	<b>Lara Marchei, Executive Support Officer</b>
<b>File Reference:</b>	<b>ES.MEE.905</b>
<b>Author:</b>	<b>Lara Marchei, Executive Support Officer</b>
<b>Disclosure of any Interest:</b>	<b>Nil</b>
<b>Date of Report:</b>	<b>10 May 2022</b>

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#### **Enclosure/Attachments:**

Minutes of the Local Emergency Management Committee meeting held on Thursday 21 April 2022.

#### **Background:**

The Local Emergency Management Committee meeting were held on Thursday 21 April 2022.

#### **Summary:**

Council is being requested to receive the Local Emergency Management Committee minutes held on Thursday 21 April 2022.

#### **Comments:**

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

#### **Statutory Environment:**

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

**Policy Implications:** Nil

**Financial Implications:** Nil

**Strategic Implications:** Nil

#### **Recommendations:**

That the minutes for the Local Emergency Management Committee meeting held on Thursday 21 April 2022.

**Voting Requirements:** Simple majority

#### **Resolution No 180522-02**

**Moved Cr Allan/Seconded Cr Miller**

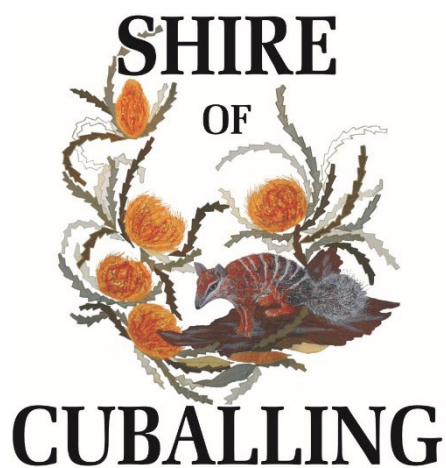
That the recommendations listed under agenda items 7.1 to 7.3 be adopted en-bloc.

**Carried 6/0**

# Minutes

## SHIRE OF CUBALLING AND SHIRE OF WICKEPIN LEMC MEETING

Thursday 21<sup>st</sup> April at 3.00pm  
Shire of Cuballing  
Council Chambers





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**Minutes of the Shire of Cuballing and Shire of Wickepin LEMC Meeting  
held in Shire of Cuballing Council Chambers, Wednesday, 21<sup>st</sup> April 2022**

Meeting opened at 3.05 pm.

**1. ATTENDANCE, APOLOGIES AND LEAVE OF ABSENCE**

**Attendance**

Cr Eliza Dowling	President, Shire of Cuballing (Chair)
Mr Stan Scott	CEO, Shire of Cuballing (Minutes)
Cr John Mearns	Councillor, Shire of Wickepin
Mr Mark Hook	CEO, Shire of Wickepin
Mr Blake Halford	Area Officer, DFES
Sgt Mark Langford	OIC, Wickepin Police
Sgt Sam Baker	A/OIC Narrogin Police

**Apologies**

Ronan Blaney, Community Paramedic Southern Wheatbelt, St John's Ambulance

Cr Julie Russell President, Shire of Wickepin

Cr Wes Astbury Councillor, Shire of Wickepin

Cr Julie Christensen Councillor, Shire of Cuballing

Ms Jo Spadaccini Department of Communities

**2. CONFIRMATION OF MINUTES – LEMC meeting held on Monday 19 April 2021.**

**Moved Mark Hook / Seconded Mark Langford**

That the minutes of the Shire of Cuballing and Shire of Wickepin LEMC Meeting held on 25 October 2021 be confirmed as a true and correct record.

**CARRIED**

**3. STATUS REPORT (BUSINESS ARISING FROM PREVIOUS MINUTES)**

There were no outstanding actions from the October 2021 meeting.

**4. RECEIPT OF REPORTS & CONSIDERATION OF RECOMMENDATIONS**

#### 4.1 - CEO Report

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<b>Submission To:</b>	<b>LEMC Committee</b>
<b>Location/Address:</b>	<b>Both Shires</b>
<b>Name of Applicant:</b>	<b>Stan Scott, Chief Executive Officer</b>
<b>File Reference:</b>	<b>ADM 233</b>
<b>Author:</b>	<b>Stan Scott, Chief Executive Officer</b>
<b>Disclosure of any Interest:</b>	<b>Nil</b>
<b>Date of Report:</b>	<b>21 April 2021</b>

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#### Summary:

The LEMC is requested to consider whether any changes are required to Local Emergency Management Arrangements following the East Narrogin fires two months ago.

#### Background:

It is now two months since the Narrogin East Fire and Narrogin, Wickepin and Cuballing have all been represented on the Incident Support Group and are now members of the wider District Recovery Coordination Group which held its first meeting on 7 April 22.

It is timely to consider whether our Local Emergency Management Arrangements stacked up in face of what are reported to be the worst fires in 25 years.

#### Comments:

Some of the considerations are:

- How well prepared were we for the recent fires. How did our Local Emergency Management Arrangements stand up?
- Is the Cuballing Wickepin joint LEMC still the right mix?
- Should we consider individual LEMCs or perhaps invite Narrogin to join a tripartite LEMC.
- The last major review of Local Emergency Management Arrangements was in 2016. There has been a desktop review since then.

If the committee has no major concerns we can continue with present arrangements

#### Recommendations:

That the LEMC consider whether any changes are required to Local Emergency Management Arrangements following the East Narrogin fires.

**Voting Requirements:** Simple majority.

**Moved Mark Hook / Seconded Mark Langford**

**That the Joint LEMC for Wickepin and Cuballing remain in its current form.**

**CARRIED**

## 5. REPORTS & INFORMATION

### 5.1 Other matters raised by members.

Discussed East Narrogin Fire. Noted:

- Local Emergency Management Arrangements worked reasonably well
- Communication issues with loss of mobile phones coverage and landlines was an issue;
- ISG was not aware of a power outage affecting evacuation centre in Pingelly;
- Mark Hook was part of the ISG in Narrogin, but is also designated recovery coordinator. It was challenging getting back to Wickepin.
- Free WiFi available outside Shire office from NBN Satellite provided by DFES
- Crisp wireless is providing fixed wireless in Wickepin, but this is not yet live.

Matters for review:

- Is CEO the best person to be the designated Recovery Coordinator as is the case in both Shires;
- Need to set up 'go box' for standing up evacuation centres;
- Need to formalise and document arrangements for Dryandra Regional Equestrian Centre as a specialised evacuation centre (Check State Animal Welfare Plan)

### 5.2 Reports from Members

Ronan Blaney, St John's Ambulance reported:

- There no new updates for LEMC from the Wickepin Ambulance Sub Centre. We are still operating with a full compliment of volunteer officers, still an ample supply of PPE and conduct our regular training amongst these COVID19 times. If anyone on the committee has any other queries or concerns, they are most welcome to contact me by the details in my signature below.

## 6. CLOSURE AND NEXT MEETING

There being no further business the Chairperson declared the meeting closed at 4.10 pm.

The next Shire of Cuballing and Wickepin LEMC Meeting will be held in October 2022 at the Shire of Wickepin.

## 7. ACTIONS REQUESTED FROM THE MEETING

Subject - Action	Officer
Mark Hook to provide Stan Scott with copies of LEMA plan supporting documents.	Mark Hook

## RECEIVAL OF MINUTES

### 7.2 Albert Facey Homestead Committee

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<b>Submission To:</b>	<b>Ordinary Council</b>
<b>Location/Address:</b>	<b>Whole Shire</b>
<b>Name of Applicant:</b>	<b>Lara Marchei, Executive Support Officer</b>
<b>File Reference:</b>	<b>CR.MEE.208</b>
<b>Author:</b>	<b>Lara Marchei, Executive Support Officer</b>
<b>Disclosure of any Interest:</b>	<b>Nil</b>
<b>Date of Report:</b>	<b>10 May 2022</b>

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#### **Enclosure/Attachments:**

Minutes of the Albert Facey Homestead Committee meeting held on Monday 2 May 2022.

#### **Background:**

The Albert Facey Homestead Committee meeting was held on Monday 2 May 2022.

#### **Summary:**

Council is being requested to receive the Albert Facey Homestead Committee meeting minutes held on Monday 2 May 2022.

#### **Comments:**

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

#### **Statutory Environment:**

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

**Policy Implications:** Nil

**Financial Implications:** Nil

**Strategic Implications:** Nil

#### **Recommendations:**

That the minutes for the Albert Facey Homestead Committee meeting held on Monday 2 May 2022 be received.

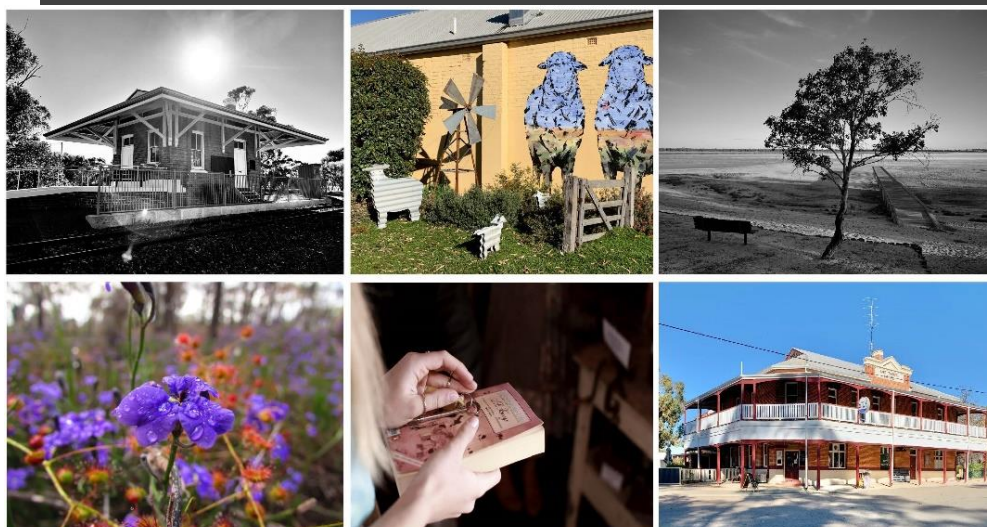
**Voting Requirements:** Simple majority

### **Resolution No 180522-02**

**Moved Cr Allan/Seconded Cr Miller**

That the recommendations listed under agenda items 7.1 to 7.3 be adopted en-bloc.

**Carried 6/0**



A Fortunate Place

Shire of Wickepin

# Minutes

Albert Facey Homestead Committee

Council Chambers, Wickepin

# 2 MAY 2022



## Notice of an Albert Facey Homestead Committee Meeting

Please note that the next Albert Facey Homestead Committee Meeting of the Shire of Wickepin will be held on Monday 2 May 2022 at Council Chambers, Wickepin, commencing at 1.00pm.

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

Mark Hook  
Chief Executive Officer

26 April 2022

### Disclaimer

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**SHIRE OF WICKEPIN  
QUESTIONS FROM THE PUBLIC**

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**NAME:**

**SIGNATURE:**

**ADDRESS:**

**TELEPHONE:**

**MEETING/DATE:**

**NAME OF ORGANISATION REPRESENTING (if applicable):**

**QUESTION:**



## **SHIRE OF WICKEPIN QUESTIONS FROM THE PUBLIC**

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- a. The person asking the question is to give their name and address prior to asking the question.
- b. Questions are to be directed through the chair, with the Presiding Member having the discretion of accepting or rejecting a question and the right to nominate a Councillor or Officer to answer.
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- e. Questions which are considered inappropriate; offensive or otherwise not in good faith; duplicates or variations of earlier questions; relating to the personal affairs or actions of Council members or employees; will be refused by the Presiding Member as 'out of order' and will not be recorded in the minutes.
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- g. Questions from members of the public that do not comply with the Rules of Question Time or do not abide by a ruling from the Presiding Member, or where the member of the public behaves in a manner in which they are disrespectful of the Presiding Member or Council, or refuse to abide by any reasonable direction from the Presiding Member, will be ruled 'out of order' and the question will not be recorded in the minutes.
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**Minutes of Albert Facey Homestead Committee Meeting held in Council Chambers, Wickepin  
Monday 2 May 2022**

The Chairperson declared the meeting open at 1.05pm.

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

Dave Astbury	Chairperson
Libby Heffernan	Member
Linley Rose	Member
Luci Sartori	Member

Mark Hook	Chief Executive Officer
Lara Marchei	Executive Support Officer
Karen Langford	Community Development Officer

**Apologies**

Charlotte Astbury	Member
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**Leave of Absence (Previously Approved)**

**2. Public Question Time**

**3. Applications for Leave of Absence/Apologies**

**4. Petitions, Memorials and Deputation**

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

**6. Confirmation of Minutes**

Albert Facey Homestead Committee – 1 November 2022.

**Moved L Heffernan / Seconded L Sartori**

That the minutes of the Albert Facey Homestead Committee held on 1 November 2021 be confirmed as a true and correct record.

**Carried 4/0**

## 7. Status Report

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

Subject/Action	Officer	Progress	Status	Comment
That the display cabinet in the Shire Administration building be relocated to the art room at the Town Hall.	CEO	Cabinet has been relocated.	✓	Completed.
That a \$100.00 voucher be purchased from the Wickepin Hotel and presented to Jean Chalmers of the Wickepin Newsagency for the "Thank a volunteer monthly voucher for 2021."	CEO	\$100.00 Credit card was presented to Jean Chalmers of the Wickepin Newsagency.	✓	Completed.
That a letter of thanks be sent to Helen Warrilow thanking her for her time and dedication to the Albert Facey Homestead Committee.	CEO	Letter sent 19/11/2021.	✓	Completed.
Cart from a Fortunate Life Movie.	CEO	That CEO Mark Hook request further information on the cart.	✓	The cart has been delivered to the Shire depot and a suitable display location needs to be discussed.
That Cr Julie Russell be a Committee Member of the Albert Facey Homestead Committee.	CEO	Resolved at the November Council Meeting.	✓	Cr Julie Russell be appointed a member of the Albert Facey Homestead Committee.

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

○ = in progress    ✓ = completed    ✕ =superseded

Libby thanked the Shire of Wickepin for all their hard work in relation to the Sydney II, Lost and Found Production, and for the relocation of the display cabinet to the Wickepin Town Hall.

## 8. Financials

### 8.1 Albert Facey Homestead Municipal Funds

#### Albert Facey

Date	Description	Income
08/11/2021	ALBERT FACEY TAKINGS DATE 8/11/2021	\$ 145.45
14/12/2021	ALBERT FACEY TAKINGS DATE - 14/12/2021	\$ 81.82
22/12/2021	ALBERT FACEY TAKINGS DATE - 22/12/21	\$ 22.73
		<b>\$ 250.00</b>

Date	Description	Expenditure
05/11/2021	JIM'S PEST CONTROL SPIDER SPRAYING, RODENT STATIONS	\$ 130.12
24/11/2021	EFIRE & SAFETY NOVEMBER 2021 - 6 MONTH SERVICE FIRE EQUIPMENT	\$ 210.00
22/12/2021	GIFT CARDS	\$ 96.32
		<b>\$ 436.44</b>

#### Albert Facey

Date	Description	Income
16/03/2022	ALBERT FACEY TAKINGS 16/03/2022 160 @ \$1.00 per TAKINGS O1:OT1	\$ 145.45
		<b>\$ 145.45</b>

Date	Description	Expenditure
03/03/2022	ASHLEY CARON PENELOPE IOW PAY	\$ 70.30
03/03/2022	SMITH JUSTIN DRUMMOND IOW PAY	\$ 70.43
21/03/2022	ASHLEY CARON PENELOPE IOW PAY	\$ 257.92
21/03/2022	SMITH JUSTIN DRUMMOND IOW PAY	\$ 258.23
04/04/2022	ELIZABETH HEFFERNAN CLEANING ALBERT FACEY HOMESTEAD CLEANING ALBERT FACEY HOMESTEAD	\$ 50.00
		<b>\$ 706.88</b>

**Moved L Rose / Seconded L Sartori**

That the financial statement tabled for the period November 2021 – April 2022 as presented be received.

**Carried 4/0**

Libby thanked the Shire of Wickpin gardeners for maintaining the gardens at the Homestead.

## 9. Receipt of Reports & Consideration of Recommendations

## 10. Reports & Information

## 10.1 Other matters raised by members

Libby Heffernan

- Albert Facey money collection procedure from Wickepin Newsagency.  
The Customer Service Officer has been shown the correct procedure and money will be collected monthly.
- Thank you to Mark for his assistance and support of the Albert Facey Homestead during his tenure as CEO with the Shire of Wickepin.
- Cart from A Fortunate Life movie.

**Moved L Heffernan / Seconded D Astbury**

That the donated cart from the A Fortunate Life movie be temporarily relocated to the Toolseum to be covered with a tarpaulin.

**Carried 4/0**

## 11. Urgent Business

Meeting at the Albert Facey Homestead Monday 23 May, 2022 at 10.00am to create an inventory of the wash house and learn how equipment works.

## 12. Closure

The next Albert Facey Homestead Committee meeting will be held on Monday 1 August 2022.

There being no further business the Chairperson declared the meeting closed at 1.28pm.

### Actions Requested from meeting

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

## RECEIVAL OF MINUTES

### 7.3 Lifestyle Retirement Committee

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<b>Submission To:</b>	<b>Ordinary Council</b>
<b>Location/Address:</b>	<b>Whole Shire</b>
<b>Name of Applicant:</b>	<b>Lara Marchei, Executive Support Officer</b>
<b>File Reference:</b>	<b>CR.MEE.203</b>
<b>Author:</b>	<b>Lara Marchei, Executive Support Officer</b>
<b>Disclosure of any Interest:</b>	<b>Nil</b>
<b>Date of Report:</b>	<b>10 May 2022</b>

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#### **Enclosure/Attachments:**

Minutes of the Lifestyle Retirement Committee meeting held on Wednesday 4 May 2022.

#### **Background:**

The Lifestyle Retirement Committee meeting was held on Wednesday 4 May 2022.

#### **Summary:**

Council is being requested to receive the Lifestyle Retirement Committee meeting minutes held on Wednesday 4 May 2022.

#### **Comments**

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

#### **Statutory Environment:**

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

**Policy Implications:** Nil

**Financial Implications:** Nil

**Strategic Implications:** Nil

#### **Recommendations:**

That the minutes for the Lifestyle Retirement Committee meeting held on Wednesday 4 May 2022 be received.

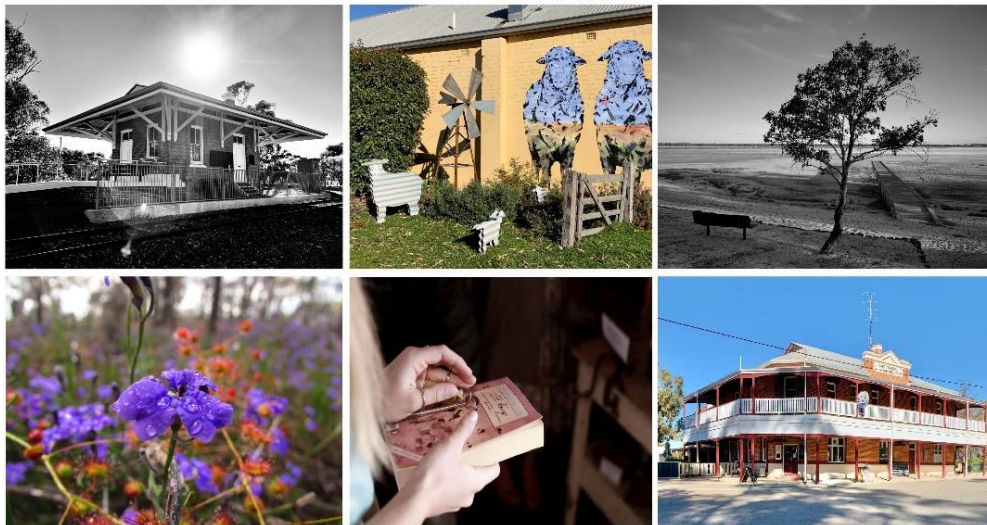
**Voting Requirements:** Simple majority

#### **Resolution No 180522-02**

**Moved Cr Allan/Seconded Cr Miller**

That the recommendations listed under agenda items 7.1 to 7.3 be adopted en-bloc.

**Carried 6/0**



A Fortunate Place

Shire of Wickepin

# Minutes

## Lifestyle Retirement Committee

Council Chambers, Wickepin

# 4 MAY 2022





## Notice of a Lifestyle Retirement Committee Meeting

Please note that the next Lifestyle Retirement Committee Meeting of the Shire of Wickepin will be held on Wednesday 4 May 2022 at Council Chambers, Wickepin, commencing at 9.30am.

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

A handwritten signature in blue ink, appearing to read "Mark Hook", is written over a horizontal line.

Mark Hook  
Chief Executive Officer

27 April 2022

### Disclaimer

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

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



## Terms of Reference

### 1. Name

Lifestyle Retirement Committee

### 2. Members

Syd Martin  
Cr Fran Allan  
Cr John Mearns  
Steve Rose  
Murray Lang  
Colin Hemley  
Kevin Coxon  
Rex Bergin

### 3. Objectives

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

The Lifestyle Retirement Committee has no delegated authority.

The main functions of the Committee are to:

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

### 4. Scope/Jurisdiction

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

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

## 5. Appointment of Committee Members

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

## 6. Appointment of Committee Chair

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

## 7. Meeting Frequency

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

Meeting dates for 2022 are as follows:

Day	Date	Time
Wednesday	February 2, 2022	9.30am
Wednesday	May 4, 2022	9.30am
Wednesday	August 3, 2022	9.30am
Wednesday	October 5, 2022	9.30am

## 8. Related Policies/Bylaws: Nil.

**SHIRE OF WICKEPIN  
QUESTIONS FROM THE PUBLIC**

**Any member of the public wishing to participate in Public Question Time during Council or Committee meetings is welcome to do so; however, Council requires your name, address and written questions to be provided to the meeting secretary.**

**NAME:**

**SIGNATURE:**

**ADDRESS:**

**TELEPHONE:**

**MEETING/DATE:**

**NAME OF ORGANISATION REPRESENTING (if applicable):**

**QUESTION:**

## **SHIRE OF WICKPIN QUESTIONS FROM THE PUBLIC**

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

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

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**Minutes of Lifestyle Retirement Committee Meeting held in Council Chambers, Wickpin  
Wednesday 4 May 2022 at 9.30am**

The Chairperson declared the meeting open at 9.30am.

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

Syd Martin	Chairperson
Cr Fran Allan	Member
Cr John Mearns	Member
Steve Rose	Member
Colin Hemley	Member
Rex Bergin	Member
Murray Lang	Member
Kevin Coxon	Member
Mark Hook	Chief Executive Officer
Mel Martin	Executive Support Officer

**Apologies**

**Leave of Absence (Previously Approved)**

**2. Public Question Time**

**3. Applications for Leave of Absence/Apologies**

**4. Petitions, Memorials and Deputations**

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

**6. Confirmation of Minutes**

Lifestyle Retirement Committee Meeting – 2 February 2022.

**Moved Rex Bergin / Seconded Steve Rose**

That the minutes of the Lifestyle Retirement Committee meeting held on 2 February 2022 be confirmed as a true and correct record.

**Carried 7/0**

### Steve Rose – Minutes of Previous Meeting

At the February Lifestyle Retirement Committee Meeting Steve Rose moved the following motion:

#### **Moved Steve Rose / Seconded Rex Bergin**

1. That the CEO obtain in writing that work will commence within the next two weeks.
2. That if no action is taken within the stated timeframe, the CEO to source Legal advice from Council Solicitors.

**Carried 6/0**

Steve Rose question why only part of the motion was Resolved. CEO Mark Hook advised that at the April Ordinary Meeting of Council, Council only resolved part 1 of this motion as they do not believe they need to source Legal advice at this time.

## **7. Status Report**

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

Subject/Action	Date	Officer	Progress	Status	Comment

○ = in progress    ✓ = completed    ✕ = superseded

## **8. Receipt of Reports & Consideration of Recommendations**

## **9. Reports & Information**

### **9.1 Other matters raised by members**

#### Steve Rose – Requested the Independent Living Units Expenditures

The following Financial Report was tabled.



SHIRE OF WICKEPIN - EXPENDITURE - CLCH3							
DATE PAID	COMPANY	DESCRIPTION	AMOUNT EX GST	TOTAL EXPENDED	AMOUNT	TOTAL EXPENDED	
					INC GST	INC GST	
20/08/2020	MCLEODS	REVIEW KBUILT CONTRACT	\$ 3,338.51	\$ 3,338.51	\$ 3,672.36	\$ 3,672.36	20/21
18/09/2020	KBUILT	1ST PAYMENT	\$ 50,000.00	\$ 53,338.51	\$ 55,000.00	\$ 58,672.36	
18/09/2020	MCLEODS	REVIEW KBUILT CONTRACT	\$ 640.70	\$ 53,979.21	\$ 704.77	\$ 59,377.13	
15/10/2020	JASON SIGNMAKERS	SIGN AGREEMENT	\$ 92.38	\$ 54,071.59	\$ 101.62	\$ 59,478.75	
15/10/2020	KBUILT	2ND PAYMENT	\$ 36,000.00	\$ 90,071.59	\$ 39,600.00	\$ 99,078.75	
26/11/2020	KBUILT	3RD PAYMENT	\$ 18,000.00	\$ 108,071.59	\$ 19,800.00	\$ 118,878.75	
21/12/2020	KBUILT	4TH PAYMENT	\$ 28,657.80	\$ 136,729.39	\$ 31,523.58	\$ 150,402.33	
18/03/2021	KBUILT	5TH PAYMENT	\$ 18,968.89	\$ 155,698.28	\$ 20,865.78	\$ 171,268.11	
30/04/2021	KBUILT	6th PAYMENT	\$ 163,612.80	\$ 319,311.08	\$ 179,974.08	\$ 351,242.19	
8/05/2021	ORA	ORA DESIGN REVIEW	\$ 2,260.00	\$ 321,571.08	\$ 2,486.00	\$ 353,728.19	
27/05/2021	KBUILT	7th PAYMENT	\$ 148,500.00	\$ 470,071.08	\$ 163,350.00	\$ 517,078.19	
24/08/2021	COLLI TIMBER	ROOF TRUSSES	\$ 89,210.60	\$ 559,281.68	\$ 98,131.66	\$ 615,209.85	21/22
25/08/2021	JASON WINDOWS	WINDOWS DOORS AND FLY SCREENS QUOTE JAS0376660 KBUILT PO 37-SOW-003	\$ 19,307.80	\$ 578,589.48	\$ 21,238.58	\$ 636,448.43	
6/09/2021	KAPOW ELECTRICAL	PROGRESS PAYMENT UNDERGROUND PITS REFERENCE 37-SOW-006 KBUILT	\$ 15,000.00	\$ 593,589.48	\$ 16,500.00	\$ 652,948.43	
19/10/2021	BUNNINGS	TEMPORARY FENCE PANELS	\$ 6,294.89	\$ 599,884.37	\$ 6,924.38	\$ 659,872.81	
12/02/2022	KURT MARTIN	CLEANUP	\$ 600.00	\$ 600,484.37	\$ 660.00	\$ 660,532.81	
3/02/2022	KBUILT	PRELIMANARIES	\$ 1,208.18	\$ 601,692.55	\$ 1,329.00	\$ 661,861.81	
16/02/2022	KBUILT	PRELIMANARIES	\$ 1,208.18	\$ 602,900.73	\$ 1,329.00	\$ 663,190.80	
22/02/2022	KOSTERS STEEL	T-BARS & TIE DOWNS	\$ 7,150.00	\$ 610,050.73	\$ 7,865.00	\$ 671,055.80	
24/02/2022	KBUILT	PRELIMANARIES	\$ 1,208.18	\$ 611,258.91	\$ 1,329.00	\$ 672,384.80	
4/03/2022	BUNNINGS	TIMBER FOR DOOR JAMBS	\$ 652.73	\$ 611,911.64	\$ 718.00	\$ 673,102.80	
9/03/2022	KBUILT	RE-IMBURSEMENT OF MATERIALS FROM BUNNINGS	\$ 363.95	\$ 612,275.59	\$ 400.35	\$ 673,503.15	
9/03/2022	KBUILT	PRELIMANARIES	\$ 1,208.18	\$ 613,483.77	\$ 1,329.00	\$ 674,832.15	
9/03/2022	KOSTERS STEEL	GALE LINTELS FOR GARAGE DOORS	\$ 672.00	\$ 614,155.77	\$ 739.20	\$ 675,571.35	
17/03/2022	KBUILT	PRELIMANARIES	\$ 1,208.18	\$ 615,363.95	\$ 1,329.00	\$ 676,900.35	
18/03/2022	GRAEME WOODGER	BRICK WORK AND ACCOMODATION	\$ 13,636.36	\$ 629,000.31	\$ 15,000.00	\$ 691,900.34	
23/03/2022	KBUILT	PRELIMINARIES	\$ 1,208.18	\$ 630,208.49	\$ 1,329.00	\$ 693,229.34	
23/03/2022	GRAEME WOODGER	BRICK WORK AND ACCOMODATION	\$ 13,636.36	\$ 643,844.85	\$ 15,000.00	\$ 708,229.34	
1/04/2022	GRAEME WOODGER	BRICKWORK	\$ 5,454.54	\$ 649,299.39	\$ 6,000.00	\$ 714,229.34	
4/04/2022	KBUILT	PRELIMINARIES 21ST-25TH MARCH	\$ 1,208.18	\$ 650,507.57	\$ 1,329.00	\$ 715,558.34	
4/04/2022	KBUILT	PRELIMINARIES 28TH MARCH- 1ST APRIL	\$ 1,208.18	\$ 651,715.75	\$ 1,329.00	\$ 716,887.34	
7/04/2022	GRAEME WOODGER	BRICKWORK 4TH PAYMENT	\$ 13,636.00	\$ 665,351.75	\$ 15,000.00	\$ 731,887.34	
13/04/2022	KBUILT	PRELIMINARIES 4TH-8TH APRIL	\$ 1,208.18	\$ 666,559.93	\$ 1,329.00	\$ 733,216.34	
13/04/2022	KBUILT	PRELIMINARIES 11TH-15TH APRIL	\$ 1,208.18	\$ 667,768.11	\$ 1,329.00	\$ 734,545.34	
26/04/2022	MIDLAND BRICK	BRICKS	\$ 2,329.16	\$ 670,097.27	\$ 2,562.08	\$ 737,107.42	
28/04/2022	KBUILT	PRELIMINARIES 18TH-22ND APRIL	\$ 1,208.18	\$ 671,305.45	\$ 1,329.00	\$ 738,436.42	
28/04/2022	KBUILT	PRELIMINARIES 25TH-29TH APRIL	\$ 1,208.18	\$ 672,513.63	\$ 1,329.00	\$ 739,765.42	
Total			\$ 672,513.63		\$ 739,765.42		
Contract Value ex g: \$ 1,329,965.60			10%	Total Payment			
Variation \$ 21,560.00			\$ 1,351,525.60	Ex GST			
1	\$	55,000.00	\$ 5,000.00	\$ 50,000.00	\$ 1,301,525.60	Kbuilt	
2	\$	39,600.00	\$ 3,600.00	\$ 36,000.00	\$ 1,265,525.60	Kbuilt	
3	\$	19,800.00	\$ 1,800.00	\$ 18,000.00	\$ 1,247,525.60	Kbuilt	
4	\$	31,523.58	\$ 2,865.78	\$ 28,657.80	\$ 1,218,867.80	Kbuilt	
5	\$	20,865.78	\$ 1,896.89	\$ 18,968.89	\$ 1,199,898.91	Kbuilt	
6	\$	179,974.08	\$ 16,361.28	\$ 163,612.80	\$ 1,036,286.11	Kbuilt	
7	\$	163,350.00	\$ 14,850.00	\$ 148,500.00	\$ 887,786.11	Kbuilt	
8	\$	151,319.62	\$ 13,756.33	\$ 137,563.29	\$ 750,222.82	Jason Windows, Colli timber, Kapow, Bunnings, Kurt Martin, Kosters Steel	
9	\$	3,986.99	\$ 362.45	\$ 3,624.54	\$ 746,598.28	Prelimanaries	
10	\$	718.00	\$ 65.27	\$ 652.73	\$ 745,945.56	Bunnings	
11	\$	2,468.54	\$ 224.41	\$ 2,244.13	\$ 743,701.43	Kbuilt, Kosters Steel	
12	\$	1,329.00	\$ 120.82	\$ 1,208.18	\$ 742,493.25	Kbuilt	
13	\$	16,239.00	\$ 1,476.27	\$ 14,762.73	\$ 727,730.52	Kbuilt, Woodger	
14	\$	16,239.00	\$ 1,476.27	\$ 14,762.73	\$ 712,967.79	Kbuilt, Woodger	
15	\$	6,000.00	\$ 545.45	\$ 5,454.55	\$ 707,513.25	Woodger	
16	\$	2,658.00	\$ 241.64	\$ 2,416.36	\$ 705,096.88	Kbuilt	

### CEO Mark Hook – Independent Living Units Timeline

CEO Mark Hook presented the following timeline from Kbuilt Constructions:

Morning,

I have got together some dates for the next few trades.

Carpenter to start on site

17<sup>th</sup> May – approx. 4-5 weeks for completion of all roof framing, posts beams etc.

Roofer – waiting on confirmation of materials – will start 7<sup>th</sup> June on 2 roofs that are finished, and then come back and complete the final 2.

I will send another email with Electricians information. I will book the pre-wire in for approx. 14<sup>th</sup> June for all 4 units. Same will be for plumber.

Plasterboard looking at starting between 21<sup>st</sup> – 28<sup>th</sup> June. Will confirm dates etc on weather, trades performance etc.

Once we start plasterboard, I will start having the external items completed as well, driveways, fencing etc.

Let me know if you would like further information.

CEO Mark Hook advised that Ryan Duffy of Duffy Electrics has been given the contract to complete electrical work.

**9.45am Colin Hemley entered the meeting.**

### Cr John Mearns – Independent Living Units

Cr John Mearns tabled the following letter:



Hi To All

I write this to seek to shorten the time I may take at Wednesday's Committee Meeting to discuss the future pathway etc for our Lifestyle Village.

I have read pretty thoroughly, twice, the 2018 Business case , 60 page document, justifying & showing what can & will be done, should we receive the grant we now have for our 4 unit project.

Firstly Mark Hook has supplied me with a blown up plan of the 12 units including the 4 we are presently building. This, even at the larger size is very difficult to see where exactly the 12 units would go. I have drawn them in & you are welcome to look at it on Wednesday.

The plans, visually are pretty confusing as they show lots of "green" in front of the units suggesting restful areas when in fact they are hard surfaced for vehicles. The plan you will see shows the overlay of the next 2 units facing Johnston street extending to the present "gym" area & taking space from that facility. The next 2 behind will see a fence I guess put between the front 2 & the back 2 units which will see the exercise area disappear.

One expects that virtually all trees down towards Jean's/Hotel would also have to go?

Page 4 of the Business Case submission , bullet point 4 says " site design includes communal areas, gardens, Gazebo's, parks & exercise areas.. " If the planned 12 units go ahead then then those listed would need to be elsewhere. If we stay for now with just the 4 then there are no real problems, however there needs to be development of the area adjoining the 4 units under construction to have serious landscaping for the residents to enjoy both singularly & socially.

" Land Tenure Summary" list the Town Hall being very close which may become the communal meeting place for the residents of the Lifestyle Village. One could envisage card playing, music events, morning/afternoon teas etc. This would mean heating/cooling the hall? Also safe kitchen amenities? An alternative could be the CRC if it is redeveloped to incorporate the village residents needs?

The Business Case document goes on to say that several towns who have such village complexes have formed " aged housing committees". Will we be a part of this formation process if not already envisioned or in the planning stage?

We have the recently formed Virtual Village Pilot Project, funded for 3 years which seems like an ideal group to be involved in the needs of the residents of our Lifestyle Village.

Do we have access to such as " Meals On Wheels" etc for future residents? Are we to be responsible for setting these amenities up??

I hope this saves some time. I also hope that all I have raised has been previously considered & can be dealt with easily at Wednesday's meeting.

CEO Mark Hook addressed Cr John Mearns letter and stated that any future Stages will not be decided upon until further funding is received.

Murray Lang also suggested that the Committee wait until the current 4 units are completed before investigating the next Stage.

Cr John Mearns – Virtual Village Committee

**Moved John Mearns / Seconded Rex Bergin**

That the Lifestyle Retirement Committee invite the Virtual Village Committee to attend the next meeting to present their Concept Plan.

**Carried 8/0**

Cr John Mearns also questioned if a meeting every 3 months was adequate. CEO advised that meetings can be held at any time when required.

Chairperson - Syd Martin

Syd Martin asked if Council has received any further applications for the Independent Living Units. CEO Mark Hook advised that there has not been any further applications at the time.

Steven Rose

Steven Rose commended the CDO Karen Langford and ESO's Mel Martin and Lara Marchei on the work that has been done on the Shire of Wickepin webpage.

CEO Mark Hook – Thank You

Chairperson Syd Martin advised the Lifestyle Retirement Committee that today's meeting will be the last for CEO Mark Hook. Syd Martin took the time to thank Mark and wished him well in his retirement.

Steve Rose and Colin Hemley also took the opportunity to thank Mark and wished him well.

**10. Urgent Business****11. Closure**

The next Lifestyle Retirement Committee meeting will be held Wednesday 3 August 2022 at 9.30am.

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

## 8. Status Report

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

Item	Subject	Officer	Council Resolution	Status	Action
1104-190820-11		CEO	An inventory of all public artefacts and donations within the Shire is to be completed.	○	Still to be undertaken.
1160-150921-12	Townscape & Cultural Planning Committee Recommendations	CEO	That the CEO replace the Tank Road sign as near as to the original and that the sign be placed back in the Tank Road information Bay.	✓	Sign ordered.
1161-150921-13	Townscape & Cultural Planning Committee Recommendations	CEO	That the current Wogolin Road information board not be re-sited and that a new board be redesigned.	○	Researching digital sign.
1169-160322-15	Townscape & Cultural Planning Committee Recommendations	CEO	That council reapply for funding under the Recreational Boating Facility Scheme for design drawings of the boat ramp replacement outlined in the Yealering concept plan.	✓	Funding opens in June.
1175-200422-04	Bush Fire Control Officers' Meeting Recommendations		All resolutions under 200422-04 be adopted.	✓	Appointment letters sent.
1176 -200422-05	Bush Fire Control Officers' Meeting Recommendations		That Council purchase 2 new Base Radio's from DFES for CBFCO and DCBFCO.	✓	Request sent to DFES.
1177-200422-06	Bush Fire Control Officers' Meeting Recommendations		That a photo of Ernie White along with a plaque be commission to be hung in an appropriate place at the discretion of Council.	○	Awaiting photo of Ernie White. Email requesting photo sent to Daniel White.
1178-200422-07	Tank Road Sign		That Council authorise the design of the Tank Road Sign as shown in this report.	✓	Completed.
1179-200422-12	Governance, Audit & Community Services Committee Recommendations		1. Council adopts the Annual Audit and Management Reports. 2. Council adopts the Policy Manual March 2022.	✓	Completed.

			<p>3. Council adopts the Annual Compliance Audit Return for the year 1 January 2021 to 31 December 2021.</p> <p>4. That the Governance, Audit and Community Services Committee accept the Significant Adverse Trend 2021 Audit report.</p>		
1180-200422-13	Appointment of Authorised Officers		1. That the Shire of Wickepin makes Appointment of the recommended Authorised Officers.	✓	Completed.

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

○ = in progress    ✓ = completed    ✕ =superseded

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

## 10. Receipt of Reports & Consideration of Recommendations

## TECHNICAL SERVICES

### **10.1.01 Manager Works and Services' Report**

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<b>Submission To:</b>	<b>Ordinary Council</b>
<b>Location/Address:</b>	<b>Whole Shire</b>
<b>Name of Applicant:</b>	<b>Manager Works &amp; Services, Gary Rasmussen</b>
<b>File Reference:</b>	<b>CM.REP.1</b>
<b>Author:</b>	<b>Manager Works &amp; Services, Gary Rasmussen</b>
<b>Disclosure of any Interest:</b>	<b>Nil</b>
<b>Date of Report:</b>	<b>12 April 2022</b>

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#### **Enclosure/Attachments:**

#### **Summary:**

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

#### **Background:**

Nil

#### **Comments:**

##### **Programmed Construction Works**

- Water harvesting at Wickepin Caravan Park drain – still some rockwork to be completed.
- WSNF Rabbit Proof Fence Rd – works completed.
- Curlew Way drain - survey completed. Waiting on pipe and pits to be delivered. The contractor that was going to do the works Dew's Excavations told me that he cannot do this work now. So the works now have gone to Allan's Bobcat, he will do this work when he gets the time. Purchase order has been issued to contractor.
- Wickepin Pingelly Rd/Gillimanning Rd intersection, Black Spot - we are well in to this and is starting to look good as shape comes into it.
- Tincurrin North Rd - completed.

##### **Maintenance Works**

- Maintenance Grader - is out grading dust at this stage. When we get some rain looking to work the grader 7 days a week. Dave driving it when Colin is not.
- Pothole patching - have had the jet patcher, it has done a lot of work but still some holes to be done. Aaron will be working on this soon.
- Signage maintenance - ongoing.

##### **Occupational Health and Safety**

Lost time injury – nil.

##### **Parks and Gardens**

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

##### **Plant and Equipment**

- The 18 ton roller should be here at the end of June.

##### **Other Information**

- Mechanic position still to be filled.

##### **Depot**

- Depot Crib Room - has been delivered and looks good. Will look to get water and power to it over the next week or so. We will put some lime stones in front of it and the crew and myself are looking at a possible patio off the front of it.

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

**Policy Implications:** Not applicable

**Financial Implications:** Not applicable

**Strategic Implications:** Nil

**Recommendations:**

That Council notes the report from the Manager of Works and Services dated 11 May 2022.

**Voting Requirements:** Simple majority

**Resolution No 180522-03**

**Moved Cr Allan/Seconded Cr Corke**

That Council notes the report from the Manager of Works and Services dated 11 May 2022.

**Carried 6/0**



## GOVERNANCE, AUDIT AND COMMUNITY SERVICES

### 10.2.01 List of Accounts

<b>Submission To:</b>	<b>Ordinary Council</b>
<b>Location / Address:</b>	<b>Whole Shire</b>
<b>Name of Applicant:</b>	<b>Erika Clement – Deputy Chief Executive Officer</b>
<b>File Reference:</b>	<b>FM.FR.1212</b>
<b>Author:</b>	<b>Erika Clement – Deputy Chief Executive Officer</b>
<b>Disclosure of any Interest:</b>	<b>Nil</b>
<b>Date of Report:</b>	<b>10 May 2022</b>

**Enclosure/Attachments:** List of accounts.

#### Summary:

List of accounts remitted during the period 1 April 2022 to 30 April 2022.

<b>Municipal Account</b>	<b>Vouchers</b>	<b>Amounts</b>
EFT	12390 -12392,12395- 12466	\$ 365,624.58
Cheques	15810 -15812	\$ 7,141.11
Direct Deductions	April	\$ 1,539.50
Superannuation	April	\$ 12,870.27
Credit Card	April	\$ 912.75
Bpay	April	\$ 1,629.71
Payroll	April	\$ 83,083.00
Licensing	April	\$ 15,332.90
	<b>April Total</b>	<b>\$ 479,133.82</b>
<b>Trust</b>		0.00
<b>EFT</b>	12393 - 12394	\$ 377.27
	<b>April Total</b>	<b>\$ 377.27</b>
	<b>Total for April</b>	<b>\$ 479,511.09</b>

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

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

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

#### **Comments:**

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

#### **Statutory Environment:**

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

#### **Policy Implications:**

Policy 3.1.7 - Cheque Issue

#### **Strategic Implications:**

Nil

**Recommendations:**

That council acknowledges that payments totalling \$479,511.09 for April 2022 have been made in accordance with the list included in these minutes, and scrutiny of the list has found that the payments are satisfactory.

**Voting Requirements:**

Simple majority

**Resolution No 180522-04****Moved Cr Mearns/Seconded Cr Thompson**

That council acknowledges that payments totalling \$479,511.09 for April 2022 have been made in accordance with the list included in these minutes, and scrutiny of the list has found that the payments are satisfactory.

**Carried 6/0**

Shire of Wick	Shire of Wick	<b>List of Accounts Due &amp; Submitted to Council</b>			18 May 2022
			<b>30-Apr-22</b>		
<b>Chq/EFT</b>	<b>Date</b>	<b>Name</b>	<b>Description</b>	<b>Trust</b>	<b>Muni</b>
EFT12393	07/04/2022	BUILDING AND ENERGY DEPARTMENT OF MINES, INDUSTRY REGULATION AND SAFETY	BSL FEBRUARY 2022	\$ 372.27	
EFT12394	07/04/2022	SHIRE OF WICKEPIN	BSL COMMISSIONS FEBRUARY 2022	\$ 5.00	
			<b>TOTALS TRUST</b>	\$ 377.27	
EFT12390	01/04/2022	GRAEME WOODGER	3 PAYMENT CLAIM BRICKWORKS		\$ 6,000.00
EFT12391	04/04/2022	KBUILT CONSTRUCTION	PRELIMINARIES- WAGES, FUEL, ETC 21ST-25TH MARCH		\$ 2,658.00
EFT12392	07/04/2022	DIGGING DOCKER	LIMESTONE BLOCKS, INSTALLATION AND FREIGHT		\$ 9,300.00
EFT12395	07/04/2022	GRAEME WOODGER	4TH PAYMENT FOR BRICKWORK AGED UNITS		\$ 15,000.00
EFT12396	07/04/2022	HIGHBURY DISTRICT COMMUNITY COUNCIL	REFUND OF THEATRE 180 DONATION TO COMMUNITY RELIEF FUND		\$ 1,306.00
EFT12397	08/04/2022	AUSTRALIA POST	POSTAGE MARCH 2022		\$ 81.75
EFT12398	08/04/2022	COUNTRY PAINT SUPPLIES	PAINT SUPPLIES AND SANDSTONE		\$ 512.27
EFT12399	08/04/2022	DIAL BEFORE YOU DIG WA LTD	DIAL BEFORE YOU DIG REFERRAL FEE- JAN - MAR 22		\$ 91.63
EFT12400	08/04/2022	DUFFY ELECTRICS	ELECTRICAL WORK AT WICKEPIN CARAVAN PARK		\$ 110.00
EFT12401	08/04/2022	EDWARDS MOTORS PTY LTD	PURCHASE NEW D-MAX 4X4 AND TRADE IN 2021 DMAX 4X4 WK 0		\$ 9,460.00
EFT12402	08/04/2022	EWEN RURAL SUPPLIES	ACCOUNT MARCH 2022		\$ 6,008.83
EFT12403	08/04/2022	GREAT SOUTHERN FUEL SUPPLIES	FUEL ACCOUNT MARCH 2022		\$ 23,888.26
EFT12404	08/04/2022	ELIZABETH HEFFERNAN	CLEANING ALBERT FACEY HOMESTEAD		\$ 50.00
EFT12405	08/04/2022	BERYLE HOLM	CARAVAN PARK COMMISSION MARCH		\$ 229.35
EFT12406	08/04/2022	MARKETFORCE PRODUCTIONS	MECHANIC POSITION ADVERTISEMENT- SAT WEST AUST		\$ 984.20
EFT12407	08/04/2022	MOORE AUSTRALIA	2022 BUDGET WORKSHOP		\$ 1,045.00
EFT12408	08/04/2022	MJB INDUSTRIES	PIPES FOR BRIDGE MAINTENANCE		\$ 4,682.40
EFT12409	08/04/2022	NARROGIN HARDWARE MAKIT	DOOR LOCKS AND HANDLES		\$ 2,815.05
EFT12410	08/04/2022	NARROGIN VALLEY STOCKFEED	TOP SOIL		\$ 480.00
EFT12411	08/04/2022	OFFICEWORKS SUPERSTORES PTY LTD	STATIONARY		\$ 193.49
EFT12412	08/04/2022	OFFICE OF REGIONAL ARCHITECTURE	STAGE A- ARCHITECTURAL DRAWINGS FOR LAKE YE ABLUTIONS		\$ 2,195.60
EFT12413	08/04/2022	PERFECT COMPUTER SOLUTIONS - PCS	COMPUTER SUPPORT MARCH		\$ 255.00
EFT12414	08/04/2022	PARRYS	PROTECTIVE CLOTHING		\$ 42.45
EFT12415	08/04/2022	THE WORKWEAR GROUP PTY LTD	UNIFORM		\$ 60.35
EFT12416	08/04/2022	TANYA MARY SANDS	CARAVAN PARK COMMISSION MARCH		\$ 332.50
EFT12417	08/04/2022	SUPALUX LINEMARKING	WHITE LINE MARKING FENCE ROAD		\$ 30,537.36
EFT12418	13/04/2022	BKS ELECTRICAL	ELECTRICAL WORK IN STAFF HOUSING		\$ 724.86
EFT12419	13/04/2022	BRETT ROWE MOBILE HD MECHANICAL SERVICES	SERVICE LOADER		\$ 3,601.72
EFT12420	13/04/2022	BAYLEY AND BAYLEY	GRAVEL		\$ 9,900.00
EFT12421	13/04/2022	COUNTRY PAINT SUPPLIES	PAINT		\$ 85.07
EFT12422	13/04/2022	PETER DENTON	ASSORTED PLANTS		\$ 66.50
EFT12423	13/04/2022	EASIFLEET MANAGEMENT	FACEY GROUP VEHICLE LEASE AND REPLACEMENT OF TYRES		\$ 1,442.00
EFT12424	13/04/2022	AC & EJ FULFORD & CO	GRAVEL STOCKPILING, EXCAVATOR HIRE		\$ 33,225.50
EFT12425	13/04/2022	FLICK WASHROOM SERVICES	ANNUAL FEE COLLECTION OF SANITARY BINS 22/23		\$ 4,390.82
EFT12426	13/04/2022	FM SURVEYS	WICKEPIN CARAVAN PARK SURVEYS AS REQUESTED BY ORA		\$ 4,950.00
EFT12427	13/04/2022	HANCOCKS HOME HARDWARE	GARDENING TOOLS		\$ 286.10
EFT12428	13/04/2022	ISWEEP	SWEEP SERVICE- WICKEPIN AND YEALERING		\$ 2,673.00

EFT12429	13/04/2022	Shire of Wickpin	INSTANT PRODUCTS GROUP	Council	80% COMPLETION PAYMENT FOR OFFICE/CRIB		\$ 18,449.00
EFT12430	13/04/2022		INTELIIFE		TREE SWASHING		\$ 24,394.70
EFT12431	13/04/2022		KBUILT CONSTRUCTION		PRELIMINARIES 4TH-8TH APRIL		\$ 2,658.00
EFT12432	13/04/2022		STATE LIBRARY OF WA		FREIGHT RECOUP JANUARY TO JUNE 2022		\$ 165.86
EFT12433	13/04/2022		MELCHIORRE PLUMBING AND GAS		SERVICE AND REPAIRS TO GLASS WASHER		\$ 524.70
EFT12434	13/04/2022		MICROWAVE SAFETY SYSTEMS		TESTING OF MICROWAVES AT ADMIN AND DEPOT 2022		\$ 176.00
EFT12435	13/04/2022		NARROGIN HIRE SERVICE AND RETICULATION		RETIC		\$ 579.95
EFT12436	13/04/2022		GREAT SOUTHERN WASTE DISPOSAL		WASTE COLLECTION 28/02/2022 TO 28/03/2022		\$ 6,798.33
EFT12437	13/04/2022		NARROGIN BETTA HOME LIVING		VACUUM CLEANER		\$ 988.85
EFT12438	13/04/2022		NARROGIN & DISTRICTS PLUMBING SERVICE		UNBLOCK SEWER DRAIN- EMERGENCY REPAIR		\$ 2,073.50
EFT12439	13/04/2022		R J SMITH ENGINEERING		GALVANISED PIPE		\$ 186.32
EFT12440	13/04/2022		SHIRE OF NARROGIN		PLANNING OFFICER CHARGE OUT NOVEMBER 2021- MARCH 2022		\$ 2,112.00
EFT12441	13/04/2022		TOLL IPEC		FREIGHT PCS AND STATE LIBRARY		\$ 28.81
EFT12442	13/04/2022		THE YEALERING PANTRY		DISINFECTANT		\$ 62.00
EFT12443	13/04/2022		THOMAS CHARLES WILLIAMSON		TRUCK HIRE		\$ 2,149.84
EFT12444	13/04/2022		WICKPIN HOTEL AND HARVEST CAFE		FRIDGE RE-STOCK		\$ 185.00
EFT12445	14/04/2022		DI CANDILO STEEL CITY		LASER CUTTING FOR WAR MEMORIAL		\$ 26,507.80
EFT12446	14/04/2022		JJ'S GREAT SOUTHERN		DELIVERY OF LINTELS		\$ 1,210.00
EFT12447	14/04/2022		THE WORKWEAR GROUP PTY LTD		STAFF UNIFORM		\$ 315.84
EFT12448	28/04/2022		AIR LIQUIDE WA PTY LTD		MARCH CYLINDER RENTAL		\$ 71.02
EFT12449	28/04/2022		BURGESS RAWSON (WA) PTY LTD		INDUSTRIAL RENT AND MANAGEMENT FEES		\$ 2,994.29
EFT12450	28/04/2022		BUNNINGS		BUNNINGS SUPPLIES AND FREIGHT		\$ 4,529.38
EFT12451	28/04/2022		BRETT ROWE MOBILE HD MECHANICAL SERVICES		SERVICE TO CAT GRADER		\$ 1,023.51
EFT12452	28/04/2022		COUNTRY PAINT SUPPLIES		PAINTING EQUIPMENT		\$ 61.81
EFT12453	28/04/2022		DAVID KUPPERS		ANZAC DAY TRUMPET PLAYER		\$ 124.95
EFT12454	28/04/2022		KBUILT CONSTRUCTION		PRELIMINARIES 18TH-22ND APRIL		\$ 2,658.00
EFT12455	28/04/2022		MIDLAND BRICK		BRICKS AND FREIGHT		\$ 2,405.87
EFT12456	28/04/2022		NARROGIN GLASS		REPLACE GLASS ON DOOR OF GRADER		\$ 1,870.77
EFT12457	28/04/2022		NARROGIN QUARRY OPERATIONS		RIP RAP		\$ 7,550.59
EFT12458	28/04/2022		NARROGIN GUARDIAN PHARMACY		DISPOSABLE MASKS		\$ 59.90
EFT12459	28/04/2022		NARROGIN VALLEY STOCKFEED		SOIL/LAWN MIX		\$ 480.00
EFT12460	28/04/2022		SHERIDAN'S FOR BADGES		BADGES		\$ 173.48
EFT12461	28/04/2022		ST JOHN AMBULANCE WESTERN AUSTRALIA		ADULT DEFIBRILLATOR PADS X 3		\$ 231.00
EFT12462	28/04/2022		TUNNEL VISION		EMERGENCY WORKS TO SEWER PIT ON WOGOLIN ROAD		\$ 17,860.70
EFT12463	28/04/2022		THOMAS CHARLES WILLIAMSON		TRUCK HIRE		\$ 10,460.43
EFT12464	28/04/2022		WA PLANNING COMMISSION		APPLICATION OF SUBDIVISION OF LOT 9001		\$ 3,855.00
EFT12465	28/04/2022		WICKPIN NEWSAGENCY		CATERING MAIN ROADS, ANNUAL ELECTORS & BUSHFIRE MEETING		\$ 512.32
EFT12466	28/04/2022		YEALERING AGPARTS		2 X GAS BOTTLE AND DELIVERY		\$ 420.00
					<b>TOTALS EFT</b>		\$ 356,624.58

15810	Store of Wickepin	13/04/2022	SYNERGY	Council Meeting	RIGHTS 25/02/2022 TO 24/03/2022		\$ 18,120.23
15811		28/04/2022	SYNERGY		ELECTRICITY ACCOUNT 06/01/2022 TO 08/03/2022		\$ 1,989.70
15812		28/04/2022	WATER CORPORATION		STANDPIPE CHARGES 18/02/2022 TO 14/04/2022		\$ 3,431.56
					<b>TOTALS CHEQUES</b>		\$ 7,141.11
DD13085.1		19/04/2022	WESTNET PTY LTD		INTERNET CHARGES 01/05/2022 TO 01/06/2022		\$ 144.90
DD13066.1		11/04/2022	3E ADVANTAGE PTY LTD		PHOTOCOPIER PAYMENTS 01/03/2022 TO 31/03/2022		\$ 1,394.60
DD13100.1		22/04/2022	ANZ		CREDIT CARD PAYMENT APRIL 2022		\$ 912.75
					<b>TOTALS DIRECT DEBITS</b>		\$ 2,452.25
DD13056.1		06/04/2022	AWARE SUPER		SUPERANNUATION CONTRIBUTIONS		\$ 4,083.49
DD13056.2		06/04/2022	ANZ SUPER		SUPERANNUATION CONTRIBUTIONS		\$ 114.96
DD13056.3		06/04/2022	MLC SUPER FUND		SUPERANNUATION CONTRIBUTIONS		\$ 345.90
DD13056.4		06/04/2022	PRIME SUPER		SUPERANNUATION CONTRIBUTIONS		\$ 827.46
DD13056.5		06/04/2022	AUSTRALIAN ETHICAL SUPER		SUPERANNUATION CONTRIBUTIONS		\$ 228.23
DD13056.6		06/04/2022	COLONIAL FIRST STATE		SUPERANNUATION CONTRIBUTIONS		\$ 85.12
DD13056.7		06/04/2022	NETWEALTH INVESTMENTS		SUPERANNUATION CONTRIBUTIONS		\$ 218.85
DD13056.8		06/04/2022	AUSTRALIAN SUPER		SUPERANNUATION CONTRIBUTIONS		\$ 191.95
DD13056.9		06/04/2022	ESSENTIAL SUPER		SUPERANNUATION CONTRIBUTIONS		\$ 143.89
DD13076.1		20/04/2022	AWARE SUPER		SUPERANNUATION CONTRIBUTIONS		\$ 4,373.93
DD13076.2		20/04/2022	ANZ SUPER		SUPERANNUATION CONTRIBUTIONS		\$ 87.58
DD13076.3		20/04/2022	MLC SUPER FUND		SUPERANNUATION CONTRIBUTIONS		\$ 343.63
DD13076.4		20/04/2022	PRIME SUPER		SUPERANNUATION CONTRIBUTIONS		\$ 788.64
DD13076.5		20/04/2022	AUSTRALIAN ETHICAL SUPER		SUPERANNUATION CONTRIBUTIONS		\$ 223.85
DD13076.6		20/04/2022	COLONIAL FIRST STATE		SUPERANNUATION CONTRIBUTIONS		\$ 270.05
DD13076.7		20/04/2022	NETWEALTH INVESTMENTS		SUPERANNUATION CONTRIBUTIONS		\$ 218.85
DD13076.8		20/04/2022	AUSTRALIAN SUPER		SUPERANNUATION CONTRIBUTIONS		\$ 144.02
DD13076.9		20/04/2022	ESSENTIAL SUPER		SUPERANNUATION CONTRIBUTIONS		\$ 179.87
					<b>TOTALS CHEQUES</b>		\$ 12,870.27
63130422		13/04/2022	TELSTRA		SATELLITE PHONE ACCOUNT APRIL		\$ 45.00
63280422		28/04/2022	TELSTRA		PHONE ACCOUNT 13TH APRIL 2022		\$ 1,584.71
					<b>TOTALS BPAY</b>		\$ 1,629.71
98200422		20/04/2022	DEPT OF TRANSPORT		TRANS LICENSING		\$ 1,145.60
98210422		21/04/2022	DEPT OF TRANSPORT		TRANS LICENSING		\$ 3,206.70
98220422		22/04/2022	DEPT OF TRANSPORT		TRANS LICENSING		\$ 7,685.30
98260422		26/04/2022	DEPT OF TRANSPORT		TRANS LICENSING		\$ 69.25
98270422		27/04/2022	DEPT OF TRANSPORT		TRANS LICENSING		\$ 2,253.90
98280422		28/04/2022	DEPT OF TRANSPORT		TRANS LICENSING		\$ 972.15
					<b>TOTALS LICENSING</b>		\$ 15,332.90
7/04/2022			PAYROLL		PAYROLL		\$ 41,260.00
20/04/2022			PAYROLL		PAYROLL		\$ 41,823.00
					<b>TOTALS PAYROLL</b>		\$ 83,083.00
					<b>ACCOUNT TOTALS</b>	\$ 377.27	\$ 479,133.82
					<b>TOTAL PAYMENTS FOR APRIL, 2022</b>		\$ 479,511.09

Shire of Wickpin	Council Meeting			18 May 2022
	<b>Credit Card Payment Summary</b>			
	<b>23RD MARCH TO 22ND APRIL 2022</b>			
	<b>DATE</b>	<b>COMPANY</b>	<b>PURCHASE</b>	<b>AMOUNT</b>
	27/03/2022	FACEBOOK FB.ME/ADS	ADVERTISEMENT SYDNEY LOST AND FOUND	\$ 11.67
	8/04/2022	QUEST INNALOO	ACCOMDATION FOR LICENSING TRAINING	\$ 901.08
			<b>Total Payments</b>	<b>\$ 912.75</b>

GOVERNANCE, AUDIT AND COMMUNITY SERVICES**10.2.02 Financial Report**

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<b>Submission To:</b>	<b>Ordinary Council</b>
<b>Location / Address:</b>	<b>Whole Shire</b>
<b>Name of Applicant:</b>	<b>Erika Clement – Deputy Chief Executive Officer</b>
<b>File Reference:</b>	<b>FM.FR.1212</b>
<b>Author:</b>	<b>Erika Clement – Deputy Chief Executive Officer</b>
<b>Disclosure of any Interest:</b>	<b>Nil</b>
<b>Date of Report:</b>	<b>10 May 2022</b>

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**Enclosure/Attachments:** Monthly report.

**Background:**

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

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

**Comments:**

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

**Statutory Environment:**

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

Local Government (Financial Management) Regulations 1996.

34. Financial reports to be prepared s. 6.4

(1) A local government is to prepare each month a statement of financial activity reporting on the sources and applications of funds, as set out in the annual budget under regulation 22(1)(d), for that month in the following detail -

- (a) Annual budget estimates, taking into account any expenditure incurred for an additional purpose under section 6.8(1) (b) or (c);
- (b) Budget estimates to the end of the month to which the statement relates;
- (c) Actual amounts of expenditure, revenue and income to the end of the month to which the statement relates;
- (d) Material variances between the comparable amounts referred to in paragraphs (b) and (c); and
- (e) The net current assets at the end of the month to which the statement relates.

(2) Each statement of financial activity is to be accompanied by documents containing -

- (a) An explanation of the composition of the net current assets of the month to which the statement relates, less committed assets and restricted assets;
- (b) An explanation of each of the material variances referred to in sub regulation (1) (d); and
- (c) Such other supporting information as is considered relevant by the local government.

(3) The information in a statement of financial activity may be shown -

- (a) According to nature and type classification;

- (b) By program; or
- (c) By business unit.

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

(a) Presented to the council -

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

(b) Recorded in the minutes of the meeting at which it is presented.

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

**Policy Implications:** Nil

**Strategic Implications:** Nil

**Recommendations:**

That the financial statements tabled for the period ending 30 April 2022 as presented be received.

**Voting Requirements:** Simple majority

**Resolution No 180522-05**

**Moved Cr Thompson/Seconded Cr Mearns**

That the financial statements tabled for the period ending 30 April 2022 as presented be received.

**Carried 6/0**





## SHIRE OF WICKEPIN

### MONTHLY FINANCIAL REPORT

**For the Period Ended 30 April 2022**

**LOCAL GOVERNMENT ACT 1995**

**LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996**

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**Shire of Wickepin****Compilation Report**

For the Period Ended 30 April 2022

**Report Purpose**

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

**Overview**

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

**Statement of Financial Activity by reporting program**

Is presented on page 6 and shows a surplus as at 30 April 2022 of \$1,579,073.

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

**Preparation**

Prepared by: Erika Clement DCEO

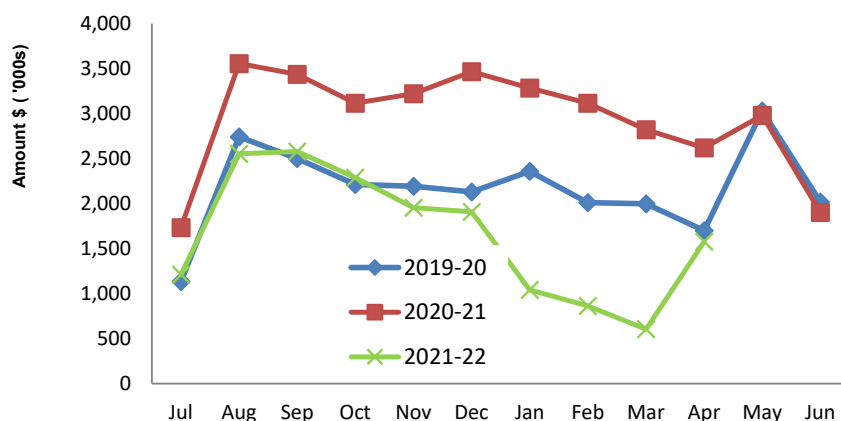
Date prepared: 3-May-22

Reviewed by: Mark Hook CEO

## Shire of Wickepin

### Monthly Summary Information

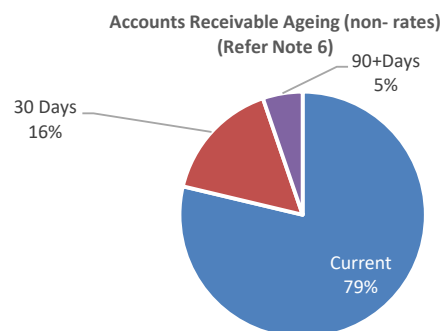
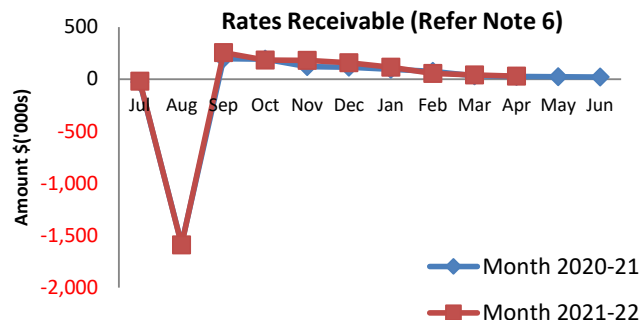
For the Period Ended 30 April 2022

**Liquidity Over the Year (Refer Note 3)**
**Cash and Cash Equivalents  
as at period end**

Unrestricted	\$	2,622,852
Restricted	\$	2,824,404
	\$	<u>5,447,256</u>

**Receivables**

Rates	\$	30,342
Other	\$	7,571
	\$	<u>37,913</u>

**Rates Receivable (Refer Note 6)****Comments**

Unrestricted cash includes the following payments in advance

21/22 FESA paid in advance	\$14,895
21/22 Grants Commission - General	\$557,672
21/22 Grants Commission - Roads	\$292,776
<b>Amounts paid in advance</b>	<b><u>\$865,343</u></b>

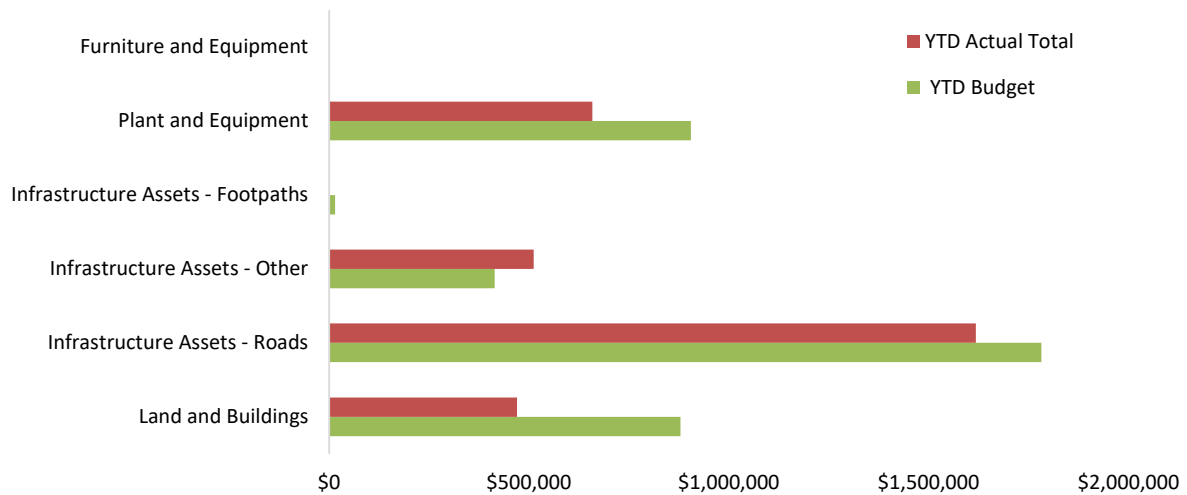
This information is to be read in conjunction with the accompanying Financial Statements and notes.

## Shire of Wickepin

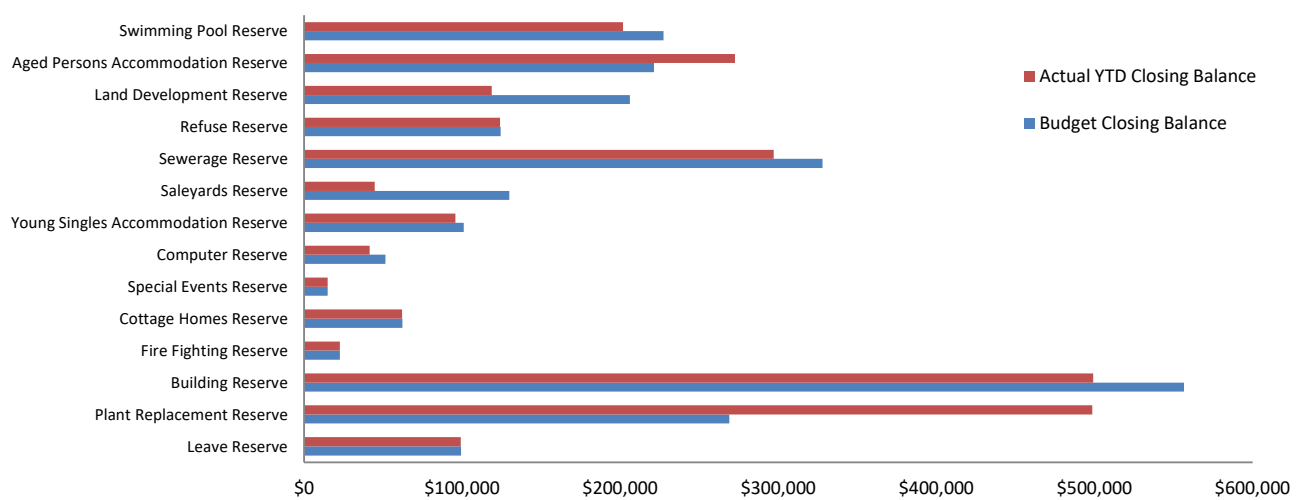
### Monthly Summary Information

For the Period Ended 30 April 2022

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



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



#### Comments

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

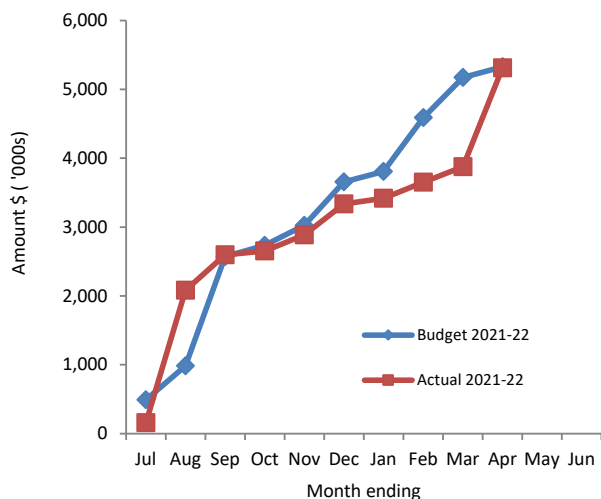
## Shire of Wickepin

### Monthly Summary Information

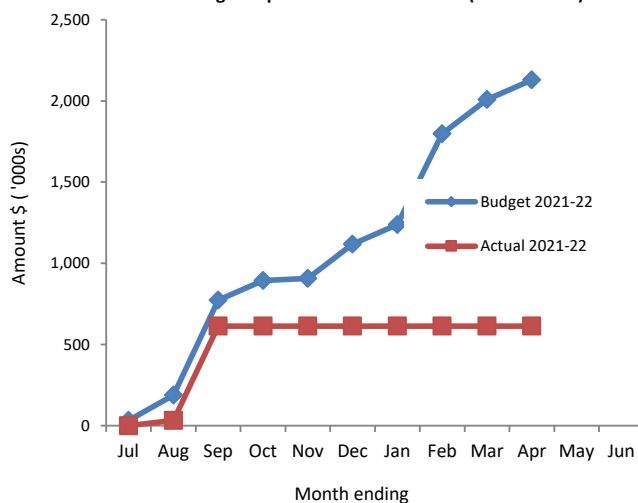
For the Period Ended 30 April 2022

#### Revenues

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

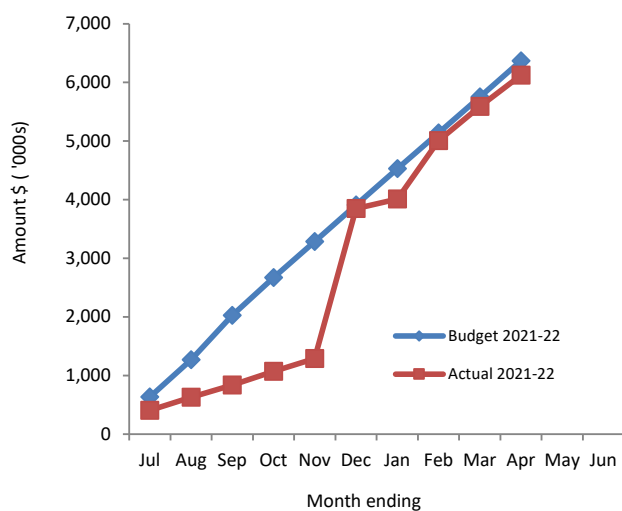


**Budget Capital Revenue -v- Actual (Refer Note 2)**

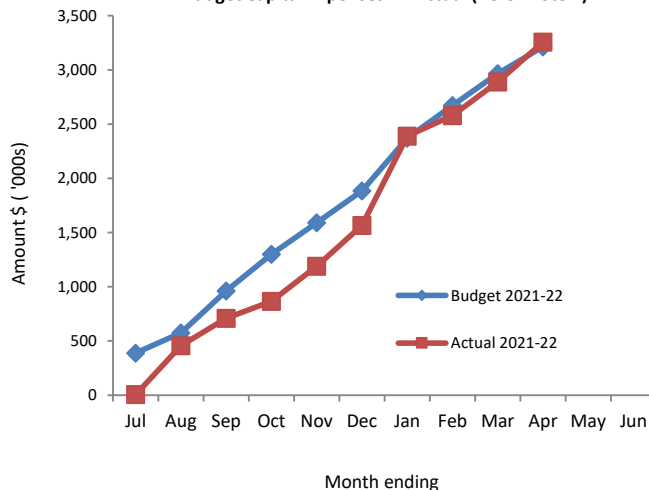


#### Expenditure

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



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



#### Comments

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

**SHIRE OF WICKEPIN**  
**STATEMENT OF FINANCIAL ACTIVITY**  
**(Statutory Reporting Program)**  
**For the Period Ended 30 April 2022**

	Note	Annual Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
<b>Operating Revenues</b>		\$	\$	\$	\$	%	
Governance		1,725	1,430	6,783	5,353	374.33%	
General Purpose Funding - Rates	9	1,398,297	1,395,967	1,407,126	11,159	0.80%	
General Purpose Funding - Other		782,761	588,692	1,887,151	1,298,459	220.57%	▲
Law, Order and Public Safety		97,284	88,708	101,968	13,260	14.95%	▲
Health		700	570	100	(470)	(82.46%)	
Education and Welfare		300	240	2,868	2,628	1095.07%	
Housing		907,934	869,944	64,690	(805,254)	(92.56%)	▼
Community Amenities		188,570	180,233	226,928	46,695	25.91%	▲
Recreation and Culture		195,767	186,637	26,400	(160,237)	(85.85%)	▼
Transport		1,968,736	1,663,409	1,478,404	(185,005)	(11.12%)	▼
Economic Services		334,135	323,150	71,575	(251,575)	(77.85%)	▼
Other Property and Services		34,000	28,320	37,087	8,767	30.96%	
<b>Total Operating Revenue</b>		<b>5,910,209</b>	<b>5,327,300</b>	<b>5,311,079</b>	<b>(16,221)</b>		
<b>Operating Expense</b>							
Governance		(500,591)	(430,204)	(360,060)	70,144	16.30%	▼
General Purpose Funding		(102,524)	(85,430)	(61,709)	23,721	27.77%	▼
Law, Order and Public Safety		(238,302)	(206,420)	(215,915)	(9,495)	(4.60%)	
Health		(25,055)	(20,830)	(20,376)	454	2.18%	
Education and Welfare		(26,840)	(22,300)	(19,168)	3,132	14.05%	▼
Housing		(165,862)	(137,791)	(130,770)	7,021	5.10%	
Community Amenities		(426,833)	(356,750)	(339,746)	17,004	4.77%	
Recreation and Culture		(997,842)	(831,001)	(957,296)	(126,295)	(15.20%)	▲
Transport		(4,899,391)	(4,082,610)	(3,817,106)	265,504	6.50%	
Economic Services		(262,672)	(218,650)	(201,516)	17,134	7.84%	
Other Property and Services		36,166	22,029	(137)	(22,166)	100.62%	
<b>Total Operating Expenditure</b>		<b>(7,609,745)</b>	<b>(6,369,957)</b>	<b>(6,123,798)</b>	<b>246,159</b>		
<b>Funding Balance Adjustments</b>							
Add back Depreciation		4,727,594	3,939,600	3,976,707	37,107	0.94%	
Adjust (Profit)/Loss on Asset Disposal	8	(79,557)	(83,065)	(53,855)	29,210	(35.17%)	
Adjust Provisions and Accruals		282	0	0	0		
Adjust Rounding		0	0				
<b>Net Cash from Operations</b>		<b>2,948,783</b>	<b>2,813,878</b>	<b>3,110,133</b>	<b>296,255</b>		
<b>Capital Revenues</b>							
Proceeds from Disposal of Assets	8	378,000	315,000	243,388	(71,612)	(22.73%)	▼
<b>Total Capital Revenues</b>		<b>378,000</b>	<b>315,000</b>	<b>243,388</b>	<b>(71,612)</b>		
<b>Capital Expenses</b>							
Land and Buildings	13	(1,097,025)	(878,730)	(469,827)	408,903	46.53%	▼
Infrastructure - Roads	13	(2,125,019)	(1,781,870)	(1,654,781)	127,089	7.13%	
Infrastructure - Footpaths	13	(15,000)	(15,000)	0	15,000	100.00%	▼
Infrastructure - Other	13	(414,000)	(414,000)	(474,492)	(60,492)	(14.61%)	▲
Plant and Equipment	13	(959,000)	(905,000)	(658,178)	246,822	27.27%	▼
<b>Total Capital Expenditure</b>		<b>(4,610,044)</b>	<b>(3,994,600)</b>	<b>(3,257,278)</b>	<b>737,322</b>		
<b>Net Cash from Capital Activities</b>		<b>(4,232,044)</b>	<b>(3,679,600)</b>	<b>(3,013,890)</b>	<b>665,710</b>		
<b>Financing</b>							
Proceeds from New Debentures	10	0	0	0	0		
Self-Supporting Loan Principal		6,847	3,424	6,848	3,424	100.02%	
Transfer from Reserves	7	283,000	0	0	0		
Repayment of Debentures	10	(46,139)	(24,723)	(26,448)	(1,725)	(6.98%)	
Transfer to Reserves	7	(561,000)	0	0	0		
<b>Net Cash from Financing Activities</b>		<b>(317,292)</b>	<b>(21,299)</b>	<b>(19,600)</b>	<b>1,699</b>		
<b>Net Operations, Capital and Financing</b>		<b>(1,600,553)</b>	<b>(887,021)</b>	<b>76,644</b>	<b>979,161</b>		
<b>Opening Funding Surplus(Deficit)</b>	3	<b>1,601,290</b>	<b>1,502,429</b>	<b>1,502,429</b>	<b>0</b>	<b>0.00%</b>	
<b>Closing Funding Surplus(Deficit)</b>	3	<b>737</b>	<b>615,408</b>	<b>1,579,073</b>	<b>979,161</b>		

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

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

Council Meeting  
**SHIRE OF WICKEPIN**  
**STATEMENT OF FINANCIAL ACTIVITY**  
**(By Nature or Type)**  
**For the Period Ended 30 April 2022**

	Note	Amended Annual Budget	Amended YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
<b>Operating Revenues</b>		\$	\$	\$	\$	%	
Rates	9	1,398,297	1,395,947	1,407,126	11,179	0.80%	
Operating Grants, Subsidies and Contributions	11	1,659,826	1,455,561	2,068,966	613,405	42.14%	▲
Fees and Charges		465,438	420,521	446,501	25,980	6.18%	
Service Charges		0	0	0	0		
Interest Earnings		17,300	14,410	4,467	(9,943)	(69.00%)	
Other Revenue		0	0	19,785	19,785		▲
Profit on Disposal of Assets	8	100,545	100,545	56,771			
<b>Total Operating Revenue</b>		3,641,406	3,386,984	4,003,616	660,406		
<b>Operating Expense</b>							
Employee Costs		(1,236,634)	(1,035,040)	(996,678)	38,362	3.71%	
Materials and Contracts		(1,198,778)	(1,002,879)	(708,201)	294,678	29.38%	▲
Utility Charges		(187,750)	(154,860)	(177,916)	(23,056)	(14.89%)	▼
Depreciation on Non-Current Assets		(4,727,594)	(3,939,600)	(3,976,707)	(37,107)	(0.94%)	
Interest Expenses		(4,032)	(2,262)	(3,424)	(1,162)	(51.36%)	
Insurance Expenses		(214,969)	(202,016)	(213,531)	(11,515)	(5.70%)	
Other Expenditure		(19,000)	(15,820)	(44,424)	(28,604)	(180.81%)	▼
Loss on Disposal of Assets	8	(20,988)	(17,480)	(2,916)	14,564	83.32%	
<b>Total Operating Expenditure</b>		(7,609,745)	(6,369,957)	(6,123,798)	246,159		
<b>Funding Balance Adjustments</b>							
Add back Depreciation		4,727,594	3,939,600	3,976,707	37,107	0.94%	
Adjust (Profit)/Loss on Asset Disposal	8	(79,557)	(83,065)	(53,855)	29,210	(35.17%)	
Adjust Provisions and Accruals		282	0	0	0		
Adjust Rounding		0	0	0	0		
<b>Net Cash from Operations</b>		679,980	873,562	1,802,670	972,882		
<b>Capital Revenues</b>							
Grants, Subsidies and Contributions	11	2,268,803	1,940,316	1,279,185	(661,131)	(34.07%)	▼
Proceeds from Disposal of Assets	8	378,000	315,000	243,388	(71,612)	(22.73%)	▼
Proceeds from Sale of Assets		0	0	28,278			
<b>Total Capital Revenues</b>		2,646,803	2,255,316	1,550,851	(732,743)		
<b>Capital Expenses</b>							
Land and Buildings	13	(1,097,025)	(878,730)	(469,827)	408,903	46.53%	▲
Infrastructure - Roads	13	(2,125,019)	(1,781,870)	(1,654,781)	127,089	7.13%	
Infrastructure - Footpaths	13	(15,000)	(15,000)	0	15,000	100.00%	▲
Infrastructure - Drainage	13	(414,000)	(414,000)	(474,492)	(60,492)	(14.61%)	▼
Plant and Equipment	13	(959,000)	(905,000)	(658,178)	246,822	27.27%	▲
<b>Total Capital Expenditure</b>		(4,610,044)	(3,994,600)	(3,257,278)	737,322		
<b>Net Cash from Capital Activities</b>		(1,963,241)	(1,739,284)	(1,706,427)	4,579		
<b>Financing</b>							
Proceeds from New Debentures		0	0	0	0		
Proceeds from Advances		0	0	0	0		
Self-Supporting Loan Principal		6,847	3,424	6,848	3,424	100.02%	
Transfer from Reserves	7	283,000	0	0	0		
Advances to Community Groups		0	0	0	0		
Repayment of Debentures	10	(46,139)	(24,723)	(26,448)	(1,725)	(6.98%)	
Transfer to Reserves	7	(561,000)	0	0	0		
<b>Net Cash from Financing Activities</b>		(317,292)	(21,299)	(19,600)	1,699		
<b>Net Operations, Capital and Financing</b>		(1,600,553)	(887,021)	76,644	979,160		
<b>Opening Funding Surplus(Deficit)</b>	3	1,601,290	1,502,429	1,502,429	0	0.00%	
<b>Closing Funding Surplus(Deficit)</b>	3	737	615,408	1,579,073	979,160		

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

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

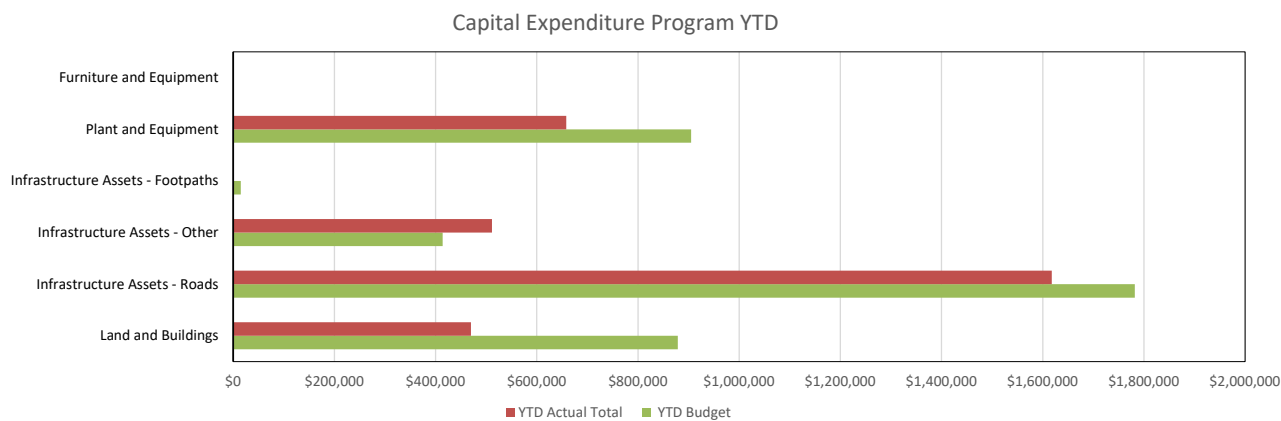
STATEMENT OF CAPITAL ACQUISITIONS AND CAPITAL FUNDING  
For the Period Ended 30 April 2022

Capital Acquisitions	Note	YTD 30 04 2022					
		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	\$ 469,827	\$ 0	\$ 469,827	\$ 878,730	\$ 1,097,025	\$ (408,903)
Infrastructure Assets - Roads	13		1,617,840	1,617,840	1,781,870	2,125,019	(164,030)
Infrastructure Assets - Other	13	511,432	0	511,432	414,000	414,000	97,432
Infrastructure Assets - Footpaths	13	0	0	0	15,000	15,000	(15,000)
Plant and Equipment	13	658,178	0	658,178	905,000	959,000	(246,822)
Furniture and Equipment	13	0	0	0	0	0	0
<b>Capital Expenditure Totals</b>		<b>1,639,437</b>	<b>1,617,840</b>	<b>3,257,278</b>	<b>3,994,600</b>	<b>4,610,044</b>	<b>(737,322)</b>

## Funded By:

Capital Grants and Contributions	1,279,185	2,268,803	2,268,803	989,618
Borrowings	0	0	0	0
Other (Disposals & C/Fwd)	243,388	315,000	(79,557)	(71,612)
Own Source Funding - Cash Backed Reserves				
Aged Accommodation Reserve	52,000	0		52,000
Plant Reserve	231,000			231,000
Building Reserve				
<b>Total Own Source Funding - Cash Backed Reserves</b>	<b>0</b>	<b>0</b>	<b>(283,000)</b>	<b>0</b>
Own Source Funding - Operations	1,451,705	1,410,797	2,420,798	40,908
<b>Capital Funding Total</b>	<b>3,257,278</b>	<b>3,994,600</b>	<b>4,610,044</b>	<b>(737,322)</b>

## Comments and graphs





**SHIRE OF WICKEPIN**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 30 April 2022**

**1. SIGNIFICANT ACCOUNTING POLICIES****(a) Basis of Accounting**

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

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

**Critical Accounting Estimates**

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

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

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

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

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

**(c) Rounding Off Figures**

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

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

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

**(e) Goods and Services Tax**

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

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

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

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

**SHIRE OF WICKEPIN**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 30 April 2022**

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

**(f) Cash and Cash Equivalents**

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

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

**(g) Trade and Other Receivables**

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

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

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

**(h) Inventories**

***General***

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

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

***Land Held for Resale***

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

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

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

**(i) Fixed Assets**

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

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

**SHIRE OF WICKEPIN**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 30 April 2022**

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

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

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

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

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

**(k) Trade and Other Payables**

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

**(l) Employee Benefits**

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

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

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

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

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

**SHIRE OF WICKEPIN**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 30 April 2022**

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

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

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

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

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

***Borrowing Costs***

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

**(n) Provisions**

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

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

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

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

**SHIRE OF WICKEPIN**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 30 April 2022**

**1. SIGNIFICANT ACCOUNTING POLICIES (Continued)****(p) Nature or Type Classifications****Rates**

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

**Operating Grants, Subsidies and Contributions**

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

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

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

**Profit on Asset Disposal**

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

**Fees and Charges**

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

**Service Charges**

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

**Interest Earnings**

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

**Other Revenue / Income**

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

**Employee Costs**

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

**Materials and Contracts**

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

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

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

**SHIRE OF WICKEPIN**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 30 April 2022**

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

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

**Insurance**

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

**Loss on asset disposal**

Loss on the disposal of fixed assets.

**Depreciation on non-current assets**

Depreciation expense raised on all classes of assets.

**Interest expenses**

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

**Other expenditure**

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

**(r) Statement of Objectives**

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

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

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

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

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

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

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

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

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

**(s) GOVERNANCE**

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

**GENERAL PURPOSE FUNDING**

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

**LAW, ORDER, PUBLIC SAFETY**

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

**HEALTH**

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

**SHIRE OF WICKEPIN**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 30 April 2022**

**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.

Council Meeting  
SHIRE OF WICKEPIN  
NOTES TO FINANCIAL ACTIVITY STATEMENT  
For the Period Ended 30 April 2022

**Note 2: EXPLANATION OF MATERIAL VARIANCES**

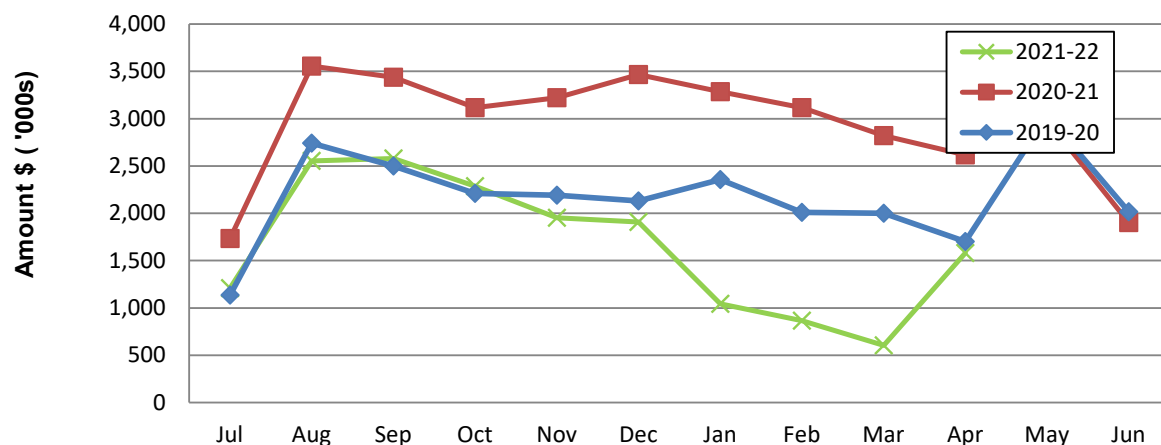
Reporting Program	Var. \$	Var. %	Var.	Timing/ Permanent	Explanation of Variance
<b>Operating Revenues</b>	\$	%			
<b>Governance</b>	5,353	374.33%			
General Purpose Funding - Other	1,298,459	220.57%	▲	Permanent	Advance payment of 22/23 FAGS grants
Law, Order and Public Safety	13,260	14.95%	▲	Permanent	Increase in registrations
Housing	(805,254)	(92.56%)	▼	Timing	Aged Units income from Contract Liabilities conditions not yet met.
Community Amenities	46,695	25.91%	▲	Permanent	Sale of Recycled Materials not budgeted for.
Recreation and Culture	(160,237)	(85.85%)	▼	Timing	Grant funds in Contract Liabilities - conditions not yet met.
Transport	(185,005)	(11.12%)	▼	Timing	Road Funding not yet received, Plant disposal not yet occurred and Licensing Commissions Down- due to computer failure
Economic Services	(251,575)	(77.85%)	▼	Timing	Grant funding not yet received
Other Property and Services	8,767	30.96%			
<b>Operating Expense</b>					
Governance	70,144	16.30%	▼	Timing	Over Several Accounts- Audit Fees, Election Expenses, Staff Training, Uniforms, Subscriptions
General Purpose Funding	23,721	27.77%	▼	Timing	Over Several accounts. Valuation Expenses, Title Searches.
Law, Order and Public Safety	(9,495)	(4.60%)			
Health	454	2.18%			
Education and Welfare	3,132	14.05%	▼	Timing	Donations lower
Housing	7,021	5.10%			
Community Amenities	17,004	4.77%			
Recreation and Culture	(126,295)	(15.20%)	▲	Timing	Over Several Accounts, Halls, Community Centres, ParkS & Gardens and Swimming pool maintenance expenses higher
Transport	265,504	6.50%			
Economic Services	17,134	7.84%			
Other Property and Services	(22,166)	100.62%			
<b>Capital Revenues</b>					
Grants, Subsidies and Contributions	(661,131)	(34.07%)	▼	Timing	Roads funding not yet received
Proceeds from Disposal of Assets	(71,612)	(22.73%)	▼	Timing	Assets not yet disposed of
<b>Capital Expenses</b>					
Land and Buildings	408,903	46.53%	▼	Timing	Aged units not yet completed. Harrsmith Public toilet still to be done, Depot Crib room not yet done.
Infrastructure - Roads	127,089	7.13%			
Infrastructure - Other	(60,492)	(14.61%)	▲	Permanent	Wogolin Playground amendments
Infrastructure - Footpaths	15,000	100.00%	▼	Timing	Footpaths not yet started
Plant and Equipment	246,822	27.27%	▼	Timing	Plant not yet purchased ( due to delivery issues)
<b>Financing</b>					
Loan Principal	(1,725)	(6.98%)			



**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 30 April 2022**

**Note 3: NET CURRENT FUNDING POSITION**

		Positive=Surplus (Negative=Deficit)		
		YTD 30 Apr 2022	30 June 2020	YTD 29 Apr 2021
		\$	\$	\$
<b>Current Assets</b>				
Cash Unrestricted	4	2,622,852	2,472,116	975,440
Cash Restricted	4	2,824,404	2,536,024	1,274,113
Receivables - Rates	6	30,342	22,107	73,835
Receivables -Other	6	7,571	29,288	112,223
Interest / ATO Receivable/Trust		37,616	87,804	27,693
		5,522,785	5,147,340	2,463,304
<b>Less: Current Liabilities</b>				
Payables		(38,213)	(27,403)	(26,842)
Contract Liabilities		(853,441)	(853,441)	
Provisions		(227,654)	(228,043)	(144,743)
		(1,119,309)	(1,108,886)	(171,586)
Less: Cash Reserves	7	(2,824,404)	(2,536,024)	(1,274,113)
<b>Net Current Funding Position</b>		<b>1,579,073</b>	<b>1,502,429</b>	<b>1,017,605</b>

**Note 3 - Liquidity Over the Year****Comments - Net Current Funding Position**

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
For the Period Ended 30 April 2022**Note 4: CASH AND INVESTMENTS**

	Interest Rate	Unrestricted \$	Restricted \$	Trust \$	Total Amount \$	Institution	Maturity Date
<b>(a) Cash Deposits</b>							
Municipal Bank Account	0.00%	43,518			43,518	ANZ	At Call
Reserve Bank Account	0.00%		0		0	ANZ	At Call
Trust Bank Account	0.00%			14,483	14,483	ANZ	At Call
Cash On Hand	Nil	700.00			700	N/A	On Hand
<b>(b) Term Deposits</b>							
Municipal					0		
Municipal					0		
Municipal	0.05%	2,578,393			2,578,393	WA Treasury	At Call
Reserve	0.40%		2,824,404		2,824,404	Bendigo Bank	17-Jun-22
Trust	0.40%			198,957	198,957	Bendigo Bank	17-Jun-22
<b>Total</b>		<b>2,622,612</b>	<b>2,824,404</b>	<b>213,440</b>	<b>5,660,456</b>		

**Comments/Notes - Investments**

**Note 5: BUDGET AMENDMENTS**

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

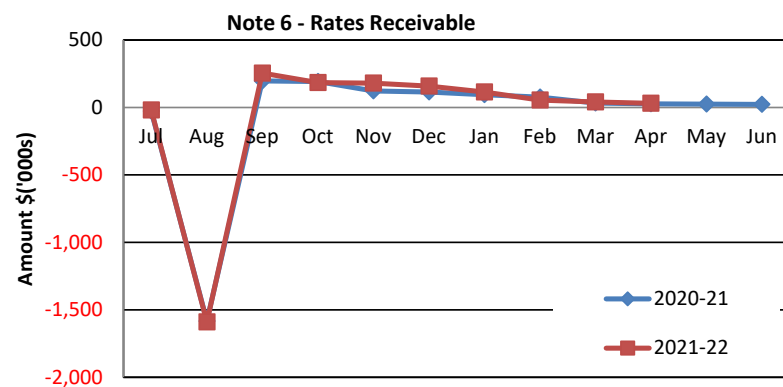
GL Account Code	Description	Council Resolution	Classification	Non Cash Adjustment	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
	<b>Budget Adoption</b>		Opening Surplus	\$	\$	\$	\$ 737
	<b>Permanent Changes</b>						
	Opening surplus adjustment		Opening Surplus(Deficit)				737
CHS10	Staff House		Capital Expenses			5,160	(4,423)
3232	Staff House		Capital Expenses			50,650	(55,073)
1514	Playgroup Building		Capital Expenses			5,000	(60,073)
5088	Wogolin Street Playground		Capital Expenses			60,491	(120,564)
LDP1	Depot Construction - Additional cost crib room		Capital Expenses			13,000	(133,564)
LPCC	Public Toilets - Additional cost		Capital Expenses			28,892	(162,456)
CLYS1	Saleyards - Walkways		Capital Expenses			56,000	(218,456)
	Transfer from Building Reserve		Capital Revenue		(23,000)		(195,456)
	Transfer from Building Reserve		Capital Revenue		(28,892)		(166,564)
	Transfer from Building Reserve		Capital Revenue		(50,650)		(115,914)
	Transfer from Saleyards Reserve		Capital Revenue		(56,000)		(59,914)
0352	Election Expenses		Operating Expenses		(5,300)		(54,614)
0282	Sundry Advertising		Operating Expenses			5,000	(59,614)
0762	Computer Support		Operating Expenses			3,075	(62,689)
1072	Fire Insurance		Operating Expenses		(12,330)		(50,359)
LHS10	Staff House		Operating Expenses		(3,000)		(47,359)
LED1	Effluent Drainage System		Operating Expenses			6,000	(53,359)
LPC2	Yealering Public Toilets		Operating Expenses			2,500	(55,859)
LPH2	Yealering Hall		Operating Expenses			13,500	(69,359)
LRB1	Annual Maintenance Program Roads		Operating Expenses		(13,500)		(55,859)
LCP2	Yealering Caravan Park and accommodation units		Operating Expenses			13,500	(69,359)
LRB1	Annual Maintenance Program Roads		Operating Expenses		(13,500)		(55,859)
LSY1	Wickepin Saleyards		Operating Expenses			3,000	(58,859)
LRB1	Annual Maintenance Program Roads		Operating Expenses		(3,000)		(55,859)
7392	Insurance		Operating Expenses			5,400	(61,259)
6552	Regional Welfare/Medical Support		Operating Expenses		(2,000)		(59,259)
0181	Grants Commission - General Purpose		Operating Revenue			11,197	(70,456)
0201	Grants Commission - Roads		Operating Revenue		(36,198)		(34,258)
151	Rates Discount/Concession		Operating Revenue		(9,217)		(25,041)
3573	Sale of Recycled materials		Operating Revenue		(19,785)		(5,256)
4203	Charges - Planning fees		Operating Revenue			3,000	(8,256)
				0	(276,372)	285,365	

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
For the Period Ended 30 April 2022**Note 6: RECEIVABLES****Receivables - Rates Receivable**

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

**Net Rates Collectable**  
% Collected

YTD 30 Apr 2022	30 June 2021
\$ 19,522	\$ 19,522
1,585,195	1,534,110
(1,574,375)	(1,519,102)
<b>30,342</b>	<b>34,530</b>
<b>30,342</b>	<b>34,530</b>
98.11%	97.78%

**Comments/Notes - Receivables Rates**

At this time last year we had received 90.43% of rates

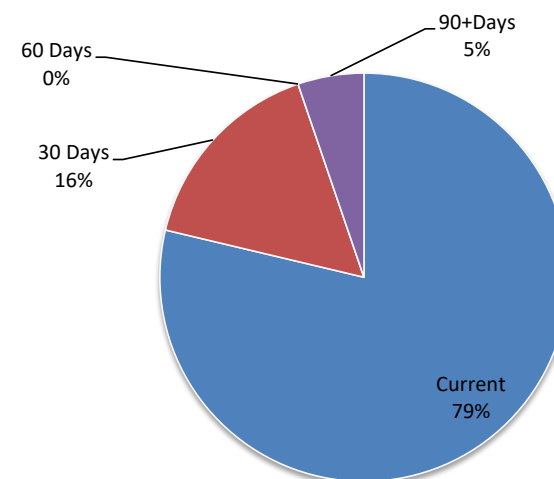
**Receivables - General**

Receivables - General

**Total Receivables General Outstanding**

Amounts shown above include GST (where applicable)

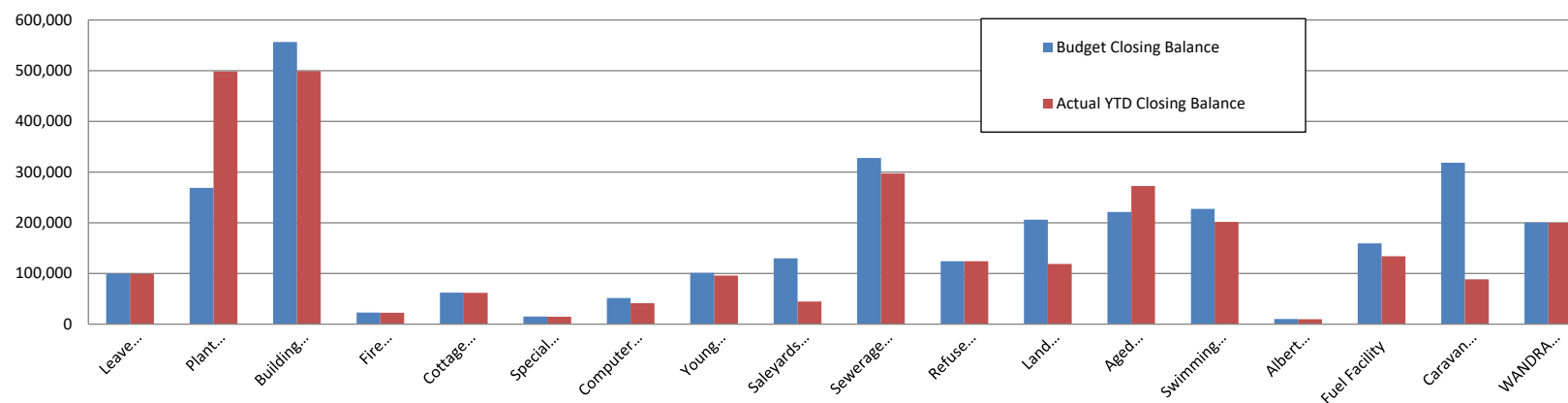
	Current	30 Days	60 Days	90+Days
	\$	\$	\$	\$
Receivables - General	5,960	1,215		396
<b>Total Receivables General Outstanding</b>				<b>7,571</b>

**Note 6 - Accounts Receivable (non-rates)****Comments/Notes - Receivables General**

**SHIRE OF WICKEPIN**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 30 April 2022**

**Note 7: Cash Backed Reserve**

2021-22										
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	99,102.75	281.00							99,384	99,103
Plant Replacement Reserve	498,504.60	1,412.00				231,000			268,917	498,505
Building Reserve	499,119.35	1,414.00		56,000					556,533	499,119
Fire Fighting Reserve	22,617.75	64.00							22,682	22,618
Cottage Homes Reserve	61,933.07	175.00							62,108	61,933
Special Events Reserve	14,881.19	42.00							14,923	14,881
Computer Reserve	41,436.97	117.00		10,000					51,554	41,437
Young Singles Accommodation Reserve	95,716.47	271.00		5,000					100,987	95,716
Saleyards Reserve	44,685.06	127.00		85,000					129,812	44,685
Sewerage Reserve	297,102.87	842.00		30,000					327,945	297,103
Refuse Reserve	123,958.18	351.00							124,309	123,958
Land Development Reserve	118,657.35	336.00		87,000					205,993	118,657
Aged Persons Accommodation Reserve	272,556.70	772.00				52,000			221,329	272,557
Swimming Pool Reserve	201,811.51	572.00		25,000					227,384	201,812
Albert Facey Homestead Reserve	9,946.78	28.00							9,975	9,947
Fuel Facility	133,993.51	380.00		25,000					159,374	133,994
Caravan Park & Accommodation Reserve	88,380.00	250.00		230,000					318,630	88,380
WANDRA events & Emergency Repairs Reserve	200,000.00	566.00							200,566	200,000
	<b>2,824,404</b>	<b>8,000</b>	<b>0</b>	<b>553,000</b>	<b>0</b>	<b>283,000</b>	<b>0</b>		<b>3,102,404</b>	<b>2,824,404</b>

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

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
For the Period Ended 30 April 2022

## Note 8 CAPITAL DISPOSALS

Actual YTD Profit/(Loss) of Asset Disposal				Disposals		Amended Current Budget			
						YTD 30 04 2022			
Cost	Accum Depr	Proceeds	Profit (Loss)			Amended Annual Budget Profit/(Loss)	Actual Profit/(Loss)	Variance	
\$	\$	\$	\$			\$	\$	\$	
Plant and Equipment									
220,000	181,635	85,000	46,635	P713A	2013 Komatsu GD 5555 Grader	72,287	46,635	(25,652)	
52,000	26,000	31,818	5,818	P698A	2015 Dutro HinoTip Truck	5,572	5,818	246	
			0	P697	2013 Dynapac CA2500 Vibe' Roller	14,587	0	(14,587)	
39,810	998	41,956	3,144	PCEO	2021 Isuzu STNSDN	(2,803)	3,144	5,947	
			0	PCEO	2021 Isuzu STNSDN	(2,803)	0	2,803	
59,738	8,224	48,598	(2,916)	PWS	2021 Isuzu D Max 4X4 Dual Cab	8,099	(2,916)	(11,015)	
51,622	16,781	36,016	1,174	PFACEY	2020 Mitsubishi Triton 4X4 Dual Cab	(15,382)	1,174	16,556	
			0				0	0	
423,171	233,638	243,388	53,855			79,557	53,855	(25,702)	

Comments - Capital Disposal/Replacements

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
For the Period Ended 30 April 2022

## Note 9: RATING INFORMATION

RATE TYPE	Rate in \$	Number of Properties	Rateable Value \$	Rate Revenue \$	Interim Rates \$	Back Rates \$	Total Revenue \$	Amended Budget Rate Revenue \$	Amended Budget Interim Rate \$	Amended Budget Back Rate \$	Amended Budget Total Revenue \$
<b>Differential General Rate</b>											
GRV	0.071120	140	1,476,107	104,981	167	0	105,148	104,981	1,000		105,981
UV	0.008319	278	161,592,253	1,344,286			1,344,286	1,344,286			1,344,286
<b>Sub-Totals</b>		418	163,068,360	1,449,267	167	0	1,449,434	1,449,267	1,000	0	1,450,267
<b>Minimum Payment</b>	<b>Minimum \$</b>										
GRV	500.00	118	44,870	59,000			59,000	59,000			59,000
UV	500.00	24	816,573	12,000	426		12,426	12,000			12,000
<b>Sub-Totals</b>		142	861,443	71,000	426	0	71,426	71,000	0	0	71,000
Ex Gratia Rates							1,520,860				1,521,267
Discount							13,056				13,055
Rates Writeoffs							(126,783)				(136,000)
							(7)				(25)
<b>Amount from General Rates</b>							<b>1,407,125</b>				<b>1,398,297</b>
Specified Area Rates											
<b>Totals</b>							<b>1,407,125</b>				<b>1,398,297</b>

Comments - Rating Information

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
For the Period Ended 30 April 2022**10. INFORMATION ON BORROWINGS**

## (a) Debenture Repayments

Particulars	Principal 1-Jul-21	New Loans	Principal Repayments		Principal Outstanding		Interest Repayments		Loan Completion Date
			Actual \$	Budget \$	Actual \$	Budget \$	Actual \$	Budget \$	
Loan 102 - WD Sports Club SS Greens	13,972		6848	6,847	13,972	13,972	491	491	17/01/2023
Loan 103 -Staff House	388,491		19600	39,292	368,891	414,018	1816	3,541	2/12/2030
	402,463	0	26,448	46,139	382,863	427,990	2,307	4,032	

All debenture repayments were financed by general purpose revenue.

## (b) New Debentures

No new debentures were raised during the reporting period.



NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
For the Period Ended 30 April 2022**Note 11: GRANTS AND CONTRIBUTIONS**

Program/Details GL	Grant Provider	Approval	2021-22 Budget	Variations Additions (Deletions)			Recoup Status	
					Operating	Capital	Received	Not Received
		(Y/N)	\$	\$	\$	\$	\$	\$
<b>GENERAL PURPOSE FUNDING</b>								
Grants Commission - General	WALGGC	Y	523,068	0	523,068	0	1,178,191	(655,123)
Grants Commission - Roads	WALGGC	Y	239,893	0	239,893	0	699,723	(459,830)
<b>LAW, ORDER, PUBLIC SAFETY</b>								
FESA Grant - Operating Bush Fire Brigade	Dept. of Fire & Emergency Serv.	Y	44,686	0 0	44,686	0	46,601	(1,915) 0
<b>HOUSING</b>								
WSAHA Grant	DPIRD	Y	150,000			150,000	0	150,000
WSAHA Grant	DPIRD	Y	680,134		680,134		0	0
WSAHA Grant	DPIRD	Y				0	0	0
<b>EDUCATION &amp; WELFARE</b>		N			0	0		0
<b>COMMUNITY AMENITIES</b>		Y					0	0
<b>RECREATION AND CULTURE</b>								
Saluting their Service		Y	36,400		24,000		0	24,000
State Library Grant		N			5,000		8,806	(3,806)
			136,907			136,907		
<b>ECONOMIC SERVICES</b>								
LRCI Funding		Y	260,350			260,350	0	260,350
<b>TRANSPORT</b>								
Roads To Recovery Grant - Cap	Roads to Recovery	Y	327,069	0	0	327,069	203,556	123,513
RRG Grants - Capital Projects	Regional Road Group	Y	1,210,037	0	0	1,210,037	964,900	245,137
Direct Grant - Maintenance	Dept. of Transport	Y	135,645	0	135,645	0	135,645	0
Blackspot Funding	Blackspot	Y	184,440	0	0	184,440	110,729	73,711
<b>TOTALS</b>			<b>3,928,629</b>	<b>0</b>	<b>1,652,426</b>	<b>2,268,803</b>	<b>3,348,151</b>	<b>(243,963)</b>
Operating	Operating		1,659,826				2,068,966	
Non-Operating	Non-operating		2,268,803				1,279,185	
			<u>3,928,629</u>				<u>3,348,151</u>	

**SHIRE OF WICKEPIN**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 30 April 2022**

**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 21	Amount Received	Amount Paid	Closing Balance 30-Apr-22
	\$	\$	\$	\$
Housing Bonds	0.00	880.00	-880.00	0.00
Master Key Deposits	240.00	4,920.00	-4,920.00	240.00
Nomination Deposits	0.00	400.00	-400.00	0.00
Building and BCITF	0.00	689.63	-689.63	0.00
Cat/Dog Trap Hire	50.00	200.00	-200.00	50.00
WDSC Replacement Greens	134,754.57	12,500.00	0.00	147,254.57
Miscellaneous Trust	2,329.21	1,954.15	-1,954.15	2,329.21
Yealering Bowling Club Greens	63,806.22	0.00	0.00	63,806.22
Licensing		187,842.90	-187,842.90	0.00
	<b>201,180.00</b>	<b>209,386.68</b>	<b>-196,886.68</b>	<b>213,680.00</b>



SHIRE OF WICKEPIN  
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
For the Period Ended 30 April 2022

Note 13: CAPITAL ACQUISITIONS

30/04/2022							
Infrastructure Assets		Annual Budget	Amended YTD Budget	YTD Actual	Variance (Under)/Over	YTD Actual (Renewal Exp)	Strategic Reference / Comment
<b>Land &amp; Buildings</b>							
<b>Housing</b>							
STAFF HOUSE	CSH12	(76,350)	(76,350)	(125,247)	48,897		Carryover from 20/21
HOUSE - 5 MOSS PARADE	CHS10	0	0	(5,160)	5,160		
<b>Housing Total</b>		<b>(76,350)</b>	<b>(76,350)</b>	<b>(130,407)</b>	<b>54,057</b>	<b>0</b>	
<b>Other Housing</b>							
CAPITAL EXPENSE - LIFESTYLE VILLAGE	3272	(836,675)	(697,230)	(214,304)	(482,926)		Carryover from 20/21
<b>Other Housing Total</b>		<b>(836,675)</b>	<b>(697,230)</b>	<b>(214,304)</b>	<b>(482,926)</b>		
<b>Community Amenities</b>							
Paint old PWD shed	LPWC	(8,000)	(6,670)	(2,726)			
Harrismith Public Toilet	LYFA2	(40,000)	(33,330)	(7,396)		0	
<b>Community Amenities Total</b>		<b>(48,000)</b>	<b>(33,330)</b>	<b>(10,121)</b>	<b>0</b>		
<b>Recreation and Culture</b>							
Yealering Croquet Club Retaining Wall	CLPH2	(10,000)	(8,330)	(8,455)	125		
Upgrade CCTV Community Centre	CLCC1	(12,000)	(10,000)	0	(12,000)		
War Memorial Upgrade	CWMM1	(40,000)	(33,330)	(28,225)			
Paint Yealering CWA	5504	(7,000)	(5,830)	(995)	(4,835)		
Reroof Play Group Building - P301	1514	(10,000)	(8,330)	0	(8,330)		
Lake Yealering Foreshore Ablutions	LYFA2	0	0	(2,842)	(2,842)		
<b>Recreation And Culture Total</b>		<b>(79,000)</b>	<b>(65,820)</b>	<b>(40,517)</b>	<b>(27,882)</b>		
<b>Transport</b>							
Depot - Crib Room	LDP1	(47,000)	(8,257)	(58,215)	49,958		Carryover from 20/21
Depot - Shed floor	LDP1	(10,000)	(6,000)	(16,262)	10,262		
<b>Transport Total</b>		<b>(57,000)</b>	<b>(6,000)</b>	<b>(74,478)</b>	<b>10,262</b>		
<b>Land and Buildings Total</b>		<b>(1,001,025)</b>	<b>(870,740)</b>	<b>(469,521)</b>	<b>(446,485)</b>	<b>0</b>	
<b>Footpaths</b>							
<b>Transport</b>							
FOOTPATHS	LFP1	(15,000)	(15,000)	0	(15,000)		
<b>Transport Total</b>		<b>(15,000)</b>	<b>(15,000)</b>	<b>0</b>	<b>(15,000)</b>	<b>0</b>	
<b>Footpaths Total</b>		<b>(15,000)</b>	<b>(15,000)</b>	<b>0</b>	<b>(15,000)</b>	<b>0</b>	
<b>Plant , Equip. &amp; Vehicles</b>							
<b>Governance</b>							
CEO VEHICLE	1064	(88,000)	(44,000)	(49,120)	5,120	0	
<b>Governance Total</b>		<b>(88,000)</b>	<b>(44,000)</b>	<b>(49,120)</b>	<b>5,120</b>	<b>0</b>	
<b>Recreation And Culture</b>							
Replace Main Sewer Pump	LEDC	(10,000)	(10,000)	(7,388)	2,613		
<b>Recreation And Culture Total</b>		<b>(10,000)</b>	<b>0</b>	<b>(7,388)</b>	<b>0</b>	<b>0</b>	
<b>Transport</b>							
P698 - 2015 Duto HinoTip Truck	6034	(80,000)	(80,000)	(72,721)	(7,279)	0	
P713A - 2013 Komatsu GD 5555 Grader	6034	(450,000)	(450,000)	(420,500)	(29,500)	0	
P697 - 2013 Dynapac CA2500 Vibe' Roller	6034	(221,000)	(221,000)	0	(221,000)		
PWS - 2021 Isuzu D Max 4X4 Dual Cab	6034	(60,000)	(60,000)	(57,198)	(2,802)		
PWS - 2020 Mitsubishi Triton 4X4 Dual Cab	6034	(50,000)	(50,000)	(51,252)	1,252	0	
<b>Transport Total</b>		<b>(861,000)</b>	<b>(861,000)</b>	<b>(601,671)</b>	<b>(256,717)</b>	<b>0</b>	
<b>Plant , Equip. &amp; Vehicles Total</b>		<b>(959,000)</b>	<b>(905,000)</b>	<b>(658,178)</b>	<b>(251,597)</b>	<b>0</b>	
<b>Infrastructure Other</b>							
<b>Recreation and Culture</b>							
Wogolin Recreation Area	5088	(414,000)	(414,000)	(474,492)	60,492		
<b>Recreation And Culture Total</b>		<b>(414,000)</b>	<b>(414,000)</b>	<b>(474,492)</b>	<b>60,492</b>	<b>0</b>	
<b>Infrastructure Other Total</b>		<b>(414,000)</b>	<b>(414,000)</b>	<b>(474,492)</b>	<b>0</b>	<b>0</b>	
<b>Roads</b>							
<b>Transport Regional Road Group</b>							
Wickepin Harrismith	RG002	(167,967)	(139,970)	(147,496)	(20,471)		
Rabbit Proof fence	C150	(181,857)	(151,560)	(179,907)	(1,950)		
Rabbit Proof fence	WSF150	(1,010,265)	(841,900)	(901,873)	(108,392)	0	
<b>Regional Road Group Total</b>		<b>(1,360,089)</b>	<b>(1,133,430)</b>	<b>(1,229,276)</b>	<b>(130,813)</b>	<b>0</b>	
<b>Transport Roads to Recovery</b>							
Harrismith North	R2R051	(61,807)	(51,510)	(52,386)	876	0	
Wickepin Corrigin	R2R001	(40,905)	(34,090)	(47,512)	13,422	0	
Wickepin North	R2R015	(20,800)	(17,330)	(40,356)	23,026	0	
Brown	R2R027	(108,836)	(90,690)	(107,884)	17,194		
Tincurrin North	R2R011	(38,400)	(32,000)	(32,960)	960		
Roberts Street	R2R116	(66,000)	(66,000)	(45,342)	(20,658)		
<b>Roads to Recovery Total</b>		<b>(336,748)</b>	<b>(291,620)</b>	<b>(326,439)</b>	<b>34,819</b>	<b>0</b>	
<b>Transport Black Spot</b>							
Gillimanning Road	BS035	(276,660)	(230,550)	(37,124)	(193,426)		
<b>Blackspot Total</b>		<b>(276,660)</b>	<b>(230,550)</b>	<b>(37,124)</b>	<b>(193,426)</b>	<b>0</b>	
<b>Council Resources Construction</b>							
Plower Street	CO162	(42,849)	(35,710)	(23,343)	(12,367)	0	
Water Harvesting Dam	RETU	(72,110)	(60,090)	(36,941)	(35,169)		
Curlew Way	CO161	(36,563)	(30,470)	(1,658)	(28,812)	0	
<b>Council Resources Construction Total</b>		<b>(151,522)</b>	<b>(126,270)</b>	<b>(61,942)</b>	<b>(76,348)</b>	<b>0</b>	
<b>Roads Total</b>		<b>(2,125,019)</b>	<b>(1,781,870)</b>	<b>(1,654,781)</b>	<b>(365,767,69)</b>	<b>0.00</b>	
<b>Capital Expenditure Total</b>		<b>(4,610,044)</b>	<b>(3,994,600)</b>	<b>(3,257,278)</b>	<b>(1,078,854)</b>	<b>0</b>	

## GOVERNANCE, AUDIT AND COMMUNITY SERVICES

### 10.2.03 Development & Regulatory Services Report

<b>Submission To:</b>	<b>Ordinary Council</b>
<b>Location / Address:</b>	<b>Whole Shire</b>
<b>Name of Applicant:</b>	<b>Azhar Awang, Executive Manager Development &amp; Regulatory Services, Shire of Narrogin</b>
<b>File Reference:</b>	<b>CM.REP.2203</b>
<b>Author:</b>	<b>Azhar Awang, Executive Manager Development &amp; Regulatory Services, Shire of Narrogin</b>
<b>Disclosure of any Interest:</b>	<b>Nil</b>
<b>Date of Report:</b>	<b>10 May 2022</b>

**Enclosure/Attachments:** Nil

#### Summary:

The Shire of Narrogin's Department of Development and Regulatory Services as requested by the Shire of Wickepin has prepared the following report for the works undertaken in the month of March 2022, for Council's consideration.

#### Background:

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

A monthly report is to be presented to the Shire of Wickepin from the Shire of Narrogin's Planning, Building and Environmental Health Services for the works undertaken during the month of April 2022.

#### Comments:

#### PLANNING OFFICER'S REPORT

Planning Determinations	Upcoming Agenda Items May 2022	Referrals and Subdivision Clearances	Other Duties
Nil	Nil	Nil	Outbuilding Advice – 102 One-O-Four Gate Road, Harrismith Planning Advice – 2 Plover Street, Wickepin Various emails regarding Lot 9001 Wickepin Harrismith Road Comments on Draft Local Planning Strategy

#### BUILDING SURVEYORS REPORT

There were no building permits issued for the month of April 2022.

#### ENVIRONMENTAL HEALTH OFFICERS REPORT

There is no Environmental Health Report available for this month as unfortunately Mr Rob Powell has passed away. Looking at advertising for a new EHO shortly.

#### Statutory Environment:

- 1) *Shire of Wickepin Local Planning Scheme No. 4;*
- 2) *National Construction Code;*
- 3) *Building Act 2011;*
- 4) *Building Regulations 2012;*
- 5) *Food Act 2008 and Food Regulations 2009;*
- 6) *Local Government Act 1995;*
- 7) *Health (Miscellaneous Provisions) Act 1911 and Regulations; and*
- 8) *Public Health Act 2016.*

**Policy Implications:** Nil

**Financial Implications:**

The fore mentioned services are provided at a cost to the Shire of Wickepin and has been allocated in the 2021/2022 budget.

**Strategic Implications:**

GOAL 9: Our communities are engaged, have a healthy lifestyle and are safe			
SHORT TERM STRATEGY	MEDIUM TERM STRATEGY	POINT OF MEASUREMENT	10 YR OUTCOME
9.10 Continue to help facilitate the best possible health and emergency services  9.11 Continue to work with RoadWise and the Office of Road Safety on road safety awareness initiatives	9.12 Emergency service planning is coordinated and articulated  9.13 Recruiting volunteers is a partnership approach between the Shire and emergency services	<ul style="list-style-type: none"> <li>- Number of emergency service volunteers are retained and increase</li> <li>- Number of Local Emergency Management Committee meetings held annually</li> <li>- Achievement of emergency service strategies Reduction in drink driving offences</li> <li>- No fatal road accidents in the Shire</li> </ul>	Emergency and health services are retained  We have no fatalities on our roads
9.14 Connect with local and regional Natural Resource Management organisations to determine how their priorities can benefit our communities and businesses	9.15 Partner with external bodies to protect natural flora and fauna  9.16 Continue to provide weed and pest management	<ul style="list-style-type: none"> <li>- Invite Natural Resource Management organisations to present to Council</li> <li>- Amount of external funding attracted for natural resource management activities in our Shire</li> </ul>	Our natural flora and fauna is protected

GOAL 12: Our communities are informed via multiple channels at regular intervals			
12.1 Provide meaningful communications, that deliver information regularly and succinctly  12.2 Promote Council Services and achievements	12.3 Continue to review our service standards by reviewing community feedback	<ul style="list-style-type: none"> <li>- Customer survey results demonstrate a high level of knowledge of Council operations</li> </ul>	Our community understands the role of Council and the allocation of resources

**Recommendation:**

That Council receives the report from the Shire of Narrogin's Department of Development & Regulatory Services for the month of April 2022.

**Voting Requirements:** Simple majority

**Resolution No 180522-06**

**Moved Cr Allan/Seconded Cr Mearns**

That Council receives the report from the Shire of Narrogin's Department of Development & Regulatory Services for the month of April 2022.

**Carried 6/0**



## GOVERNANCE, AUDIT AND COMMUNITY SERVICES

### 10.2.04 Community Development Officer's Report

<b>Submission To:</b>	<b>Ordinary Council</b>
<b>Location / Address:</b>	<b>Whole Shire</b>
<b>Name of Applicant:</b>	<b>Karen Langford - Community Development Officer</b>
<b>File Reference:</b>	<b>CM.PLA.404</b>
<b>Author:</b>	<b>Karen Langford - Community Development Officer</b>
<b>Disclosure of any Interest:</b>	<b>Nil</b>
<b>Date of Report:</b>	<b>11 April 2022</b>

**Enclosure/Attachments:** Wogolin Skate Park/Basketball Park Drawing.

<b>Community Development</b>	<p><b>Townscape</b></p> <ul style="list-style-type: none"> <li>Wogolin Historical Tank signage has arrived and will be installed within the next two weeks.</li> <li>An RFQ for the design and costings for the structure of the Information Bay shelter has been advertised and is generating interest. Applications close on Thursday, 30 June 2022.</li> </ul> <p><b>Marketing/Publicity</b></p> <ul style="list-style-type: none"> <li>Along with a quote which was sourced from 'Fried Films' to produce a short film to highlight Wickepin as a tourist region, place of interest and to encourage more businesses. A separate quote has also been requested to produce a 'travelogue'. Travelogues are short videos (approximately three minutes) with images and graphics set to emotive music, showcasing areas of interest within our region. Once produced, it would be intended to embed the video on our websites homepage. See following websites as examples –  <a href="https://www.murchison.wa.gov.au/">https://www.murchison.wa.gov.au/</a> Shire of Murchison  <a href="https://youtu.be/TH8doGvYXKY">https://youtu.be/TH8doGvYXKY</a> Shire of Toodyay  <a href="https://www.westonia.wa.gov.au/Profiles/westonia/Assets/ClientData/Westonia_Shire_1080p.mp4">https://www.westonia.wa.gov.au/Profiles/westonia/Assets/ClientData/Westonia_Shire_1080p.mp4</a> Shire of Westonia</li> </ul> <p><b>War Memorial</b></p> <ul style="list-style-type: none"> <li>Memorial Honour Roll Boards have been delivered. Construction of them will begin within the next two weeks and then will be installed in the memorial park along with the solar lighting. A new date for the opening will need to be discussed.</li> </ul> <p><b>Community Grants</b></p> <ul style="list-style-type: none"> <li>Community Grant applications are open. We have received one application thus far. Applications close 20 May 2022.</li> </ul> <p><b>Grant Applications</b></p> <ul style="list-style-type: none"> <li>Our application to The Department of Planning, Lands and Heritage's Local Government Heritage Consultancy Grant was successful. The Department of Planning, Lands and Heritage has approved grant of up to \$5189.25 (50% of total cost) for a review of the Shire's Local Heritage Survey.</li> </ul> <p><b>Bushfire Impact</b></p>
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	<ul style="list-style-type: none"> <li>BlazeAid continue to work in our community to assist the affected farmers with fence replacement. They continue to take residence at the Community Centre and are working well with the community use of the facilities.</li> </ul> <p><b>Website</b></p> <ul style="list-style-type: none"> <li>Updating the website is continuing and will take some time to complete.</li> </ul> <p><b>Events</b></p> <ul style="list-style-type: none"> <li>The Mother's Day Market – conducted by the CRC.</li> <li>No other major events within the Shire to report.</li> <li>The Wickepin Winter Weekend of Country Music and Dancing will be held at the Wickepin Town Hall on 24, 25 &amp; 26 June 2022</li> </ul> 
<b>Economic Development</b>	<p><b>Wickepin Playground</b></p> <ul style="list-style-type: none"> <li>Nature Play Solutions have provided drawings for the Wogolin Playground Skatepark and Basketball additions (see attached plan). It is requested that the CEO calls a Request for Tender for works to progress.</li> </ul> <p><b>CCTV</b></p> <ul style="list-style-type: none"> <li>LRCI funding has been released and BKS Electrical will be undertaking works to install CCTV in the main street and Wogolin Playground prior to 30 June 2022.</li> </ul>
<b>Tourism and Social Media</b>	<ul style="list-style-type: none"> <li>The Facebook post with Dave Wilson saving the Owl was well received and has generated more interest than any other post. Great work to Dave and the community clearly appreciated the story.</li> <li>To date, we have received one request from a resident asking council to remove scrap metal from their block as a result of the campaign "Let's keep our Town tidy!" This will be repeated in the coming weeks, to generate more interest.</li> </ul>  <ul style="list-style-type: none"> <li>Facebook posts are uploaded frequently to promote community social engagement and to keep our community informed. Followers and interactions are increasing.</li> </ul>
<b>Sport and Recreation</b>	<ul style="list-style-type: none"> <li>Information forwarded to clubs regarding grant opportunities.</li> </ul>
<b>Governance Other</b>	<ul style="list-style-type: none"> <li>Staff support as needed.</li> <li>Responded to queries from community.</li> </ul>



	<ul style="list-style-type: none"><li>• Liaison with Manager of Works, CEO and ESO for projects needing completion or works to be undertaken.</li></ul>
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**Financial Implications:** Nil

**Strategic Implications:** Aligns with Strategic Community Plan 2018 - 2028.

**Statutory Environment:** Nil

**Policy Implications:** Nil

**Recommendation:**

That the report from the Community Development Officer dated 11 May 2022 be accepted.

**Voting Requirements:** Simple majority

**Resolution No 180522-07**

**Moved Cr Thompson/Seconded Cr Corke**

That the report from the Community Development Officer dated 11 May 2022 be accepted.

**Carried 6/0**

## GOVERNANCE, AUDIT AND COMMUNITY SERVICES

### **10.2.05 Astrotourism Signage**

<b>Submission To:</b>	<b>Ordinary Council</b>
<b>Location / Address:</b>	<b>Whole Shire</b>
<b>Name of Applicant:</b>	<b>Karen Langford, Community Development Officer</b>
<b>File Reference:</b>	<b>ED.IND.806</b>
<b>Author:</b>	<b>Karen Langford, Community Development Officer</b>
<b>Disclosure of any Interest:</b>	<b>Nil</b>
<b>Date of Report:</b>	<b>11 May 2022</b>

#### **Enclosure/Attachments:**

Astrotourism Towns Interpretive Signage Cost and Specifications and Examples.

#### **Summary:**

The Community Development Officer requests Council to consider the purchase of significant signage to promote Yealering lake foreshore as an Astrotourism and Astrophotography main attraction.

#### **Background:**

In October 2020 The Shire of Wickepin was added to the WA's Astrotourism Towns map. We are now established within the Stargazing Trail across the Wheatbelt and Mid West, see [Astrotourism Towns | Where to go Stargazing in Western Australia \(astrotourismwa.com.au\)](https://www.astrotourismwa.com.au). Wickepin's first Astro event was held on 6 March 2021 at the Wickepin Community Centre, where it is reported that up to 40 people attended from Perth and surrounding areas. More recently, there was a two day event held on Friday, 1 April at the foreshore of Lake Yealering for a photography workshop. Followed by the second night in Wickepin for a Stargazing Tour of the night sky above the Wickepin oval. The photography session reported 30-40 people from Yealering, surrounding areas, Perth and a family of international visitors. Astro Tourism reported that this had been their most successful (in terms of attendees) event that they've had. The Saturday evening event in Wickepin gained between 50 and 60 people with visitors from Narrogin, Wickepin, surrounding regions, Perth and a family from overseas.

#### **Comments:**

The CDO attended both evenings of the Astrotourism event of 2022. It was witnessed that Astrotourism is gaining momentum. During the photography session comments were made that Yealering (being a night photography hotspot) would be an ideal camp site for astro enthusiasts.

Along with this, on 20 April 2023 Exmouth will be the best place in the world to see the rare Total Solar Eclipse. It will attract tens of thousands of visitors to WA. Many of these will be international visitors that will be attracted to other Dark Sky destinations. The event is being widely marketed internationally and throughout various Astrotourism towns in America. Follow the link <https://skyandtelescope.org/astronomy-news/plan-now-for-the-2023-solar-eclipse-in-western-australia/> for further information. WA Tourism also have a Dark Sky Tourism research page, [Dark Sky research - Tourism Western Australia](#)

The eclipse has the potential to create our region as an attractive Dark Sky tourist destination. In turn, bringing more patronage to the region. Yealering is unique with the dark sky reflecting on the lake, surrounded by wildlife. The addition of the interpretive dark sky map will add to the appeal to visitors, to both astro enthusiasts and to broaden the minds of non-enthusiasts, encouraging further visitation.

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

**Policy Implications:** Nil

**Financial Implications:**

The cost of the signs are -

- Giant Planisphere Sign- \$6,200 GST excl
- Stargazing for Beginners Sign - \$3,550 GST excl
- Trail Marker - \$125 each excl GST (require two – not including posts)

There are currently no funds allocated in the CDO projects 21/22 budget for this project.

**Strategic Implications:**

GOAL 8: Tourism opportunities create value to our communities			
SHORT TERM STRATEGY	MEDIUM TERM STRATEGY	POINT OF MEASUREMENT	10 YR OUTCOME
8.1 Continue to actively participate in the Living Lakes project 8.2 Develop and improve the foreshore amenities at Lake Yealering 8.3 Investigate camping grounds at Lake Yealering (cost v benefit analysis) 8.4 Partner with our neighbouring Shires on tourism promotion and initiatives 8.5 Review our engagement with the Dryandra Visitor Centre 8.6 Further develop rest stops across the Shire	8.7 Develop a branding strategy for Lake Yealering in collaboration with residents and businesses 8.8 Develop a self drive route across the Shire which includes Lake Yealering, Harrismith and Wickepin attractions 8.9 Increase our online profile	- Lake Yealering has enough water in it for water based activities for the majority of the year - Number of positive and negative reviews regarding the Lake Yealering experience - online and verbal - Yealering caravan park occupancy and length of stay increases - Number and length of overnight stays increases - Facilities used by locals and visitors are improved based on online and verbal feedback - Toolibin rest stop is improved	Tourism and recreational activities can occur all year at Lake Yealering The length of overnight visitor stays is increased and visitors are aware of our unique attractions

**Recommendation:**

That Council include in their 2022/23 budget deliberations the purchase of 4 x Astrotourism signs – 2 x Astro Tourism markers for the Wickepin and Yealering townsites and 2 x significant signs for the Yealering foreshore at a cost of \$10,000 excl GST.

**Voting Requirements:** Simple majority

**Resolution No 180522-08**

**Moved Cr Russell/Seconded Cr Mearns**

That Council include in their 2022/23 budget deliberations the purchase of 4 x Astrotourism signs – 2 x Astro Tourism markers for the Wickepin and Yealering townsites and 2 x significant signs for the Yealering foreshore at a cost of \$10,000 excl GST.

**Carried 6/0**

GOVERNANCE, AUDIT AND COMMUNITY SERVICES**10.2.06 Purchase Lots 3 and 5 Johnston Street, Wickepin**

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<b>Submission To:</b>	<b>Ordinary Council</b>
<b>Location/Address:</b>	<b>3 and 5 Johnston Street Wickepin</b>
<b>Name of Applicant:</b>	<b>Mark Hook, Chief Executive Officer</b>
<b>File Reference:</b>	<b>A6438, A6437</b>
<b>Author:</b>	<b>Mark Hook, Chief Executive Officer</b>
<b>Disclosure of any Interest:</b>	<b>Nil</b>
<b>Date of Report:</b>	<b>11 May 2022</b>

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**Enclosure/Attachments:** Shipping Container Quote.

**Summary:**

Council is being asked whether they wish to purchase two vacant blocks at 3 and 5 Johnston Street.

**Background:**

The CEO has received the following emails from the owner of the vacant blocks at 3 and 5 Johnston Street, Wickepin.

*I'm emailing you in relation to my properties at 3 and 5 Johnston Street, Wickepin; and whether the Wickepin Council had any interest in purchasing one or both of the properties for future projects e.g. developing accommodation to support local workforce demand generated by WA Kaolin. As you'd be aware, both properties on Johnston Street are 1600m<sup>2</sup> each with front and rear access, power and water, and very close to town and amenities. I believe there would be an opportunity to place up to four shipping container homes on each property - see quote attached from Shipping Containers Perth. I would finance the accommodation myself, however, I'm not in a position to make the investment at this point in time. If there is interest in discussing further I can be contacted on email or phone 0408313060.*

The CEO replied to the owner of 3 and 5 Johnston Street requesting an indicative price if Council was to purchase the blocks, the reply is as follows:

*Thanks for your reply. I'm aware that interest in Wickepin has increased over the past 12-18 months with at least 6-8 house or land sales; largely due to the WA Kaolin expansion. I'm open to reasonable offers and would be interested in your thoughts. Due to the vicinity to town and the blocks are side by side which enable greater opportunities for development, I was thinking of around \$35k for each block. However, as mentioned, I'm open to offers and would be happy to come to a mutually agreeable number for both blocks.*

**Comments:**

Council recently sold a block in Plover Street for \$35,000, this was a 4,136m<sup>2</sup> block, the CEO feels that \$35,000 per block is a bit high. The CEO has requested Elders Real Estate to appraise the lots and see what the price for these lots would be in the current climate, as not a lot of blocks have been sold in Wickepin. Preliminary advice from Elders Real Estate is that a lot sold in Johnston Street in 2021 for \$25,000, the lot size was 2,000m<sup>2</sup>. So the best price Council should offer is \$25,000.

Council land development reserve has a current balance of \$118,658. Council could use \$50,000 from this reserve to purchase the lots as the cost are less than the cost to develop new blocks. Council does have an application in front of the WA Planning Commission for the new subdivision at Whyte Road, Wickepin that will need funds to further develop the subdivision.

### Statutory Environment:

#### 6.8. Expenditure from municipal fund not included in annual budget

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

\* Absolute majority required.

#### (1a) In subsection (1) —

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

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

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

**Policy Implications:** Nil

### Financial Implications:

The cost of the land if Council offers the \$25,000 per block would be \$50,000.

**Strategic Implications:** Nil

### Recommendations:

1. That Council offer \$25,000 per block for Lots 3 and 5 Johnston Street, Wickepin.
2. That Council transfer \$50,000 from the Land Development Reserve for the purchase of Lots 3 and 5 Johnston Street, Wickepin.

**Voting Requirements:** Absolute majority.

### Resolution No 180522-09

#### Moved Cr Thompson/Seconded Cr Allan

1. That Council offer \$15,000 per block for Lots 3 and 5 Johnston Street, Wickepin.
2. That Council transfer \$30,000 from the Land Development Reserve for the purchase of Lots 3 and 5 Johnston Street, Wickepin.

**Carried 6/0 by absolute majority**

GOVERNANCE, AUDIT AND COMMUNITY SERVICES**10.2.07 Albert Facey Homestead Committee Recommendations**

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<b>Submission To:</b>	<b>Ordinary Council</b>
<b>Location/Address:</b>	<b>Whole Shire</b>
<b>Name of Applicant:</b>	<b>Mark Hook, Chief Executive Officer</b>
<b>File Reference:</b>	<b>CR.MEE.208</b>
<b>Author:</b>	<b>Lara Marchei, Executive Support Officer</b>
<b>Disclosure of any Interest:</b>	<b>Nil</b>
<b>Date of Report:</b>	<b>10 May 2022</b>

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**Enclosure/Attachments:** Nil

**Background:**

The Albert Facey Homestead Committee meeting was held on Monday 2 May 2022.

**Comments:**

The Albert Facey Homestead Committee meeting was held on Monday 2 May 2022 and passed the following recommendation:

**Moved L Heffernan / Seconded D Astbury**

That the donated cart from the A Fortunate Life movie be temporarily relocated to the Toolseum to be covered with a tarpaulin.

**Carried 4/0**

**Statutory Environment:** Nil

**Policy Implications:** Nil

**Financial Implications:** Nil

**Strategic Implications:** Nil

**Recommendation:**

That the donated cart from the A Fortunate Life movie be temporarily relocated to the Toolseum to be covered with a tarpaulin.

**Voting Requirements:** Simple majority

Cr Miller left the meeting at 4.50pm and returned at 4.52pm.

GOVERNANCE, AUDIT AND COMMUNITY SERVICES**10.2.08 Lifestyle & Retirement Committee Recommendations**

<b>Submission To:</b>	<b>Ordinary Council</b>
<b>Location/Address:</b>	<b>Whole Shire</b>
<b>Name of Applicant:</b>	<b>Mark Hook, Chief Executive Officer</b>
<b>File Reference:</b>	<b>CR.MEE.208</b>
<b>Author:</b>	<b>Lara Marchei, Executive Support Officer</b>
<b>Disclosure of any Interest:</b>	<b>Nil</b>
<b>Date of Report:</b>	<b>10 May 2022</b>

**Enclosure/Attachments:** Nil

**Background:**

The Lifestyle & Retirement Committee meeting was held on Wednesday 4 May 2022.

**Comments:**

The Lifestyle & Retirement Committee meeting was held on Wednesday 4 May 2022 and passed the following recommendations:

**Moved John Mearns / Seconded Rex Bergin**

That the Lifestyle Retirement Committee invite the Virtual Village Committee to attend the next meeting to present their Concept Plan.

**Carried 8/0**

**Statutory Environment:** Nil

**Policy Implications:** Nil

**Financial Implications:** Nil

**Strategic Implications:** Nil

**Recommendations:**

That the Lifestyle Retirement Committee invite the Virtual Village Committee to attend the next meeting to present their Concept Plan.

**Voting Requirements:** Simple majority

**Resolution No 180522-10****Moved Cr Mearns/Seconded Cr Allan**

That the Lifestyle Retirement Committee invite the Virtual Village Committee to attend the next Lifestyle Retirement Committee meeting to present their Concept Plan.

**Carried 6/0**

GOVERNANCE, AUDIT AND COMMUNITY SERVICES**10.2.09 Dual Fire Control Officers 2022/2023**

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<b>Submission To:</b>	<b>Ordinary Council</b>
<b>Location/Address:</b>	<b>Whole Shire</b>
<b>Name of Applicant:</b>	<b>Mark Hook, Chief Executive Officer</b>
<b>File Reference:</b>	<b>ES.APN.901</b>
<b>Author:</b>	<b>Mark Hook, Chief Executive Officer</b>
<b>Disclosure of any Interest:</b>	<b>Nil</b>
<b>Date of Report:</b>	<b>4 May 2022</b>

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**Enclosure/Attachments:** Nil

**Summary:**

Council is being requested to appoint Dual Fire Control Officers for the Shire of Wickepin from adjoining Shires for the 2022/2023 Bush Fire Season.

**Background:**

The BFCO meeting was held on Tuesday 22 March 2022 prior to the adjoining Shires advising of their Dual Fire Control Officers for the Shire of Wickepin. The CEO has since received notification of Dual Fire Control Officers for the Shire of Wickepin from the following Shires:

1. Shire of Dumbleyung
2. Shire of Cuballing
3. Shire of Wagin
4. Shire of Narrogin

**Comments:**

Council will need to appoint the following Dual Fire Control Officers for the Shire of Wickepin from adjoining Shires for the 2022/2023 Bush Fire Season:

Shire of Wagin	Steve Angwin
Shire of Cuballing	Mike Burges
Shire of Narrogin	Troy Smith
Shire of Dumbleyung	Shane Smith

**Statutory Environment:**

*Bush Fires Act 1954*

**38. Local government may appoint bush fire control officer**

*(1)A local government may from time to time appoint such persons as it thinks necessary to be its bush fire control officers under and for the purposes of this Act, and of those officers shall subject to section 38A(2) appoint 2 as the Chief Bush Fire Control Officer and the Deputy Chief Bush Fire Control Officer who shall be first and second in seniority of those officers, and subject thereto may determine the respective seniority of the other bush fire control officers appointed by it.*

*(2A)The local government shall cause notice of an appointment made under the provisions of subsection (1) to be published at least once in a newspaper circulating in its district.*



**40. Local governments may join in appointing and employing bush fire control officers**

*(1) Two or more local governments may by agreement join in appointing, employing and remunerating bush fire control officers for the purposes of this Act.*

*(2) Bush fire control officers so appointed may exercise their powers and authorities and shall perform their duties under this Act in each and every one of the districts of the local governments which have joined in appointing them.*

**Policy Implications:** Nil

**Financial Implications:** Nil

**Strategic Implications:** Nil

**Recommendations:**

That Council appoint the following Dual Fire Control Officers for the Shire of Wickpin from adjoining Shires for the 2022/2023 Bush Fire Season:

Shire of Wagin	Steve Angwin
Shire of Cuballing	Mike Burges
Shire of Narrogin	Troy Smith
Shire of Dumbleyung	Shane Smith

**Voting Requirements:** Simple majority

**Resolution No 180522-11****Moved Cr Miller/Seconded Cr Thompson**

That Council appoint the following Dual Fire Control Officers for the Shire of Wickpin from adjoining Shires for the 2022/2023 Bush Fire Season:

Shire of Wagin	Steve Angwin
Shire of Cuballing	Mike Burges
Shire of Narrogin	Troy Smith
Shire of Dumbleyung	Shane Smith

**Carried 6/0**

## 11. President's Report

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<b>Submission To:</b>	<b>Ordinary Council</b>
<b>Location/Address:</b>	<b>Whole Shire</b>
<b>Name of Applicant:</b>	<b>Julie Russell, President</b>
<b>File Reference:</b>	<b>GO.COU.5</b>
<b>Author:</b>	<b>Julie Russell, President</b>
<b>Disclosure of any Interest:</b>	<b>Nil</b>
<b>Date of Report:</b>	<b>18 May 2022</b>

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Thank you to Cr Peter Thompson who attended, along with CEO Mark Hook, the WALGA Central Country Zone meeting which was held at Wickepin on Friday 22 April.

A big thank you to all concerned with the organisation, contribution and running of the annual Commemorative ANZAC Day Service on Monday 25 April.

Special thanks go to Irene Moore who read "The Story of Jim Martin" followed by The Prayer of Remembrance; School students – Hunter Cowcher and Wyatt Davey from Wickepin Primary School who recited "Not a Hero" by Clyde Hamilton; and Zoe Nicholls and Tiffany Flood from Yealering Primary School who recited "The Streets of Anzac" by Stewart Elliot; David Kupperts who sounded the "Last Post"; Freeman of the Shire Murray Lang who read "The Ode" and Colin Plumb who was in charge of the flag raising.

It was wonderful to see the lovely wreaths laid by the local school children, Shire, Police and Community Members. The Shire gardeners had the lawns and gardens surrounding the War Memorial looking fantastic, and the wonderful attendance and lovely morning tea, supplied by the community, was enjoyed by all...Thank You.

The Mother's Day Weekend Markets and historical displays were held on Saturday 7 May and were based at the Wickepin Town Hall and the Toolseum (at the old PWD yard in Joyner Street).

Several garages had a clean out with the holding of the Garage-Sale-Trail which was a great success, keeping the town busy with visitors looking for a bargain. The weather was delightful, and there was a steady crowd of visitors to the Town Hall markets. Congratulations and well done to all who were involved in the running of those events.

Good work by our works crew member Dave Wilson who "Saved the Owl" when he rescued it and had it taken to the local vet who repaired its injured wing. A lovely story that was well received by the community.

Council is looking forward to more residents to come on board with Council's "Let's keep our Town Tidy" campaign and requesting for assistance in removing scrap metal from their blocks.



### Recommendations:

That council note the President's report dated May 2022.

**Voting Requirements:**

Simple majority

**Resolution No 180522-12**

**Moved Cr Miller/Seconded Cr Corke**

That council note the President's report dated May 2022.

**Carried 6/0**

## 12. Chief Executive Officer's Report

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<b>Submission To:</b>	<b>Ordinary Council</b>
<b>Location/Address:</b>	<b>Whole Shire</b>
<b>Name of Applicant:</b>	<b>Mark Hook, Chief Executive Officer</b>
<b>File Reference:</b>	<b>CM.REP.2</b>
<b>Author:</b>	<b>Mark Hook, Chief Executive Officer</b>
<b>Disclosure of any Interest:</b>	<b>Nil</b>
<b>Date of Report:</b>	<b>11 April 2022</b>

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### Independent Living Units

The following purchase orders have been issued this month for works at the Johnston Park Independent Living Units.

1. Duffy Electrics – electrical fit out.

The bricklayers have completed the bricklaying and have left the site. RED fencing have completed the retaining wall and the fence on the neighbour's driveway and will come back to complete fencing of units when ready. KBuilt have inspected the work and has signed off on this part of the build.

The following dates have been supplied by KBuilt for future works.

*Carpenter to start on site 17th May – approx. 4-5 weeks for completion of all roof framing, posts beams etc. Roofer – waiting on confirmation of materials – will start 7th June on 2 roofs that are finished, and then come back and complete the final 2.*

*I will send another email with Electricians information. I will book the pre-wire in for approx. 14th June for all 4 units. Same will be for plumber.*

*Plasterboard looking at starting between 21st – 28th June. Will confirm dates etc on weather, trades performance etc.*

*Once we start plasterboard, I will start having the external items completed as well, driveways, fencing etc.*

### Staff

Mr Gary Rasmussen has tendered his resignation with the Shire of Wickepin effective 6 May 2022. Gary under his current contract must give three months' notice so his last day with the Shire of Wickepin will be 12 August 2022. Gary has taken a lifestyle and tree change and has accepted an offer from the Shire of West Arthur.

Gary will be missed greatly as he has certainly done some major projects in his time here and has the work force working exceptionally well.

The CEO has started the recruitment process but the incoming or Acting CEO should be the person appointing a new Manager of Works.

The Shire of Wickepin has appointed the MWS position as a Senior Employee under the *Local Government Act Section 5.37*.

### **5.37. Senior employees**

- (1) A local government may designate employees or persons belonging to a class of employee to be senior employees.
- (2) The CEO is to inform the council of each proposal to employ or dismiss a senior employee, other than a senior employee referred to in section 5.39(1a), and the council may accept or reject the CEO's recommendation but if the council rejects a recommendation, it is to inform the CEO of the reasons for its doing so.
- (3) Unless subsection (4A) applies, if the position of a senior employee of a local government becomes vacant, it is to be advertised by the local government in the manner prescribed, and the advertisement is to contain such information with respect to the position as is prescribed.
- (4A) Subsection (3) does not require a position to be advertised if it is proposed that the position be filled by a person in a prescribed class.
- (4) For the avoidance of doubt, subsection (3) does not impose a requirement to advertise a position where a contract referred to in section 5.39 is renewed.

### **5.39. Contracts for CEO and senior employees**

- (1) Subject to subsection (1a), the employment of a person who is a CEO or a senior employee is to be governed by a written contract in accordance with this section.

#### **Depot**

The new crib room has been delivered onsite to the shire depot and will be wired and plumbed in due course.

#### **Leases**

All the appropriate leases have been received from McLeods and have been sent out to each organisation for signing. The CEO has received back the leases from the Wickepin Arts and Crafts and the Lake Yealering Golf Club. Once all the leases have been returned and signed they will be presented to Council for the Common Seal Attachment and for signing by the President and CEO.

#### **Insurance**

LGIS have accepted the claim for the damage to the Wickepin Bowling Club shade and have authorised the replacement of the shade to a cost of \$25,000. The CEO has accepted a quote from Allans Bobcat Narrogin for a flat roof shade at a cost of \$25,000 GST exempt.



#### **Wogolin Playground**

The water fountain has been installed at the Wogolin Playground area.



### MEETINGS ATTENDED

<b>April 2022</b>	
21 <sup>st</sup>	Joint LEMC Meeting
22 <sup>nd</sup>	WALGA CCZ Meeting with Cr Thompson
29 <sup>th</sup>	District Recovery Coordination Group Meeting
29 <sup>th</sup>	Mick Irving Water Corporation
<b>May 2022</b>	
1 <sup>st</sup>	Albert Facey Homestead Meeting
4 <sup>th</sup>	Lifestyle Retirement Committee Meeting
4 <sup>th</sup>	Steve Martin Office opening
7 <sup>th</sup>	District Recovery Meeting Narrogin East Fire

### Delegations to be inserted –

No.	Delegation Name	Delegation To	Delegation Exercised	When Exercised	Persons Affected
A1	Cheque Signing and Account Authorisation	CEO	Payment of Accounts Refer to FM report item 10.2.01 List of Accounts		CEO, FM
A2	Septic Tank Application Approvals	EHO			
A3	Building Approvals	BO			
A4	Road Side Advertising	CEO			
A5	Application for Planning Consent	CEO			
A6	Appointment and	CEO	Garry Rasmussen Resignation	6/5/2022	CEO

	<b>Termination of Staff</b>				
<b>A7</b>	<b>Rates Recovery – Instalment Payments</b>	<b>CEO</b>			
<b>A8</b>	<b>Issue of Orders</b>	<b>CEO</b>	Wickepin Hotel RL Pickens – 4 Joyner St, Wickepin	02/05/22 14/04/22	CEO, EHO CEO, EHO
<b>A9</b>	<b>Legal Advice</b>	<b>CEO</b>			
<b>A10</b>	<b>Permits to Use Explosives</b>	<b>CEO</b>			
<b>A11</b>	<b>Street Stalls</b>	<b>CEO</b>			
<b>A12</b>	<b>Liquor Consumption on Shire Owned Property</b>	<b>CEO</b>			
<b>A13</b>	<b>Hire of Community Halls / Community Centre</b>	<b>CEO</b>	Audrey Bird – WCC Yealering PS – Yealering Hall Facey Group – Wickepin Playgroup Building Wickepin Football Club - WCC Yealering Bowling Club – Yealering Hall Wickepin Netball Club – WCC courts Wickepin CRC - WCC Yealering Buying Group – Yealering Hall	09/05/22 09/05/22 28/04/22 26/04/22 22/04/22 19/04/22 14/04/22 13/04/22	CEO
<b>A14</b>	<b>The Food Act 2008 and the Food Regulations 2009</b>	<b>CEO</b>	Wickepin Hotel – Infringement issued \$1000	02/05/22	CEO, EHO
<b>A15</b>	<b>The Public Health Act 2016</b>	<b>CEO</b>	Wickepin Hotel	02/05/22	CEO, EHO
<b>A16</b>	<b>Sponsorship, contributions and donations to sporting and community groups</b>				

**Recommendations:**

That Council note the Chief Executive Officer's report dated 11 May 2022.

**Voting Requirements:**

Simple majority.

**Resolution No 180522-13**

**Moved Cr Mearns/Seconded Cr Allan**

That Council note the Chief Executive Officer's report dated 11 May 2022.

**Carried 6/0**



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

**14. Reports and Information**

**15. Urgent Business**

## 15.1 Late Items - Recruitment Committee Meeting

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<b>Submission To:</b>	<b>Ordinary Council</b>
<b>Location/Address:</b>	<b>Wogolin Road Wickepin</b>
<b>Name of Applicant:</b>	<b>Mark Hook - Chief Executive Officer</b>
<b>File Reference:</b>	<b>PE.REC.2011</b>
<b>Author:</b>	<b>Mark Hook – Chief Executive Officer</b>
<b>Disclosure of any Interest:</b>	<b>Nil</b>
<b>Date of Report:</b>	<b>18 May 2022</b>

---

**Enclosure/Attachments:** Nil

### Background:

Council is being requested to accept the minutes of the Recruitment Committee meeting held on Thursday 12 May 2022 and the recommendations from the Committee.

### Comments:

Council staff attempt to have the agendas prepared at least a week prior to the council meeting. In completing this there will be business of an urgent nature that will arise from time to time.

### Statutory Environment:

*Local Government Act 1995*

*Shire of Wickepin Standing Orders*

#### **5.5 Urgent Business**

**5.5.1** A Councillor may move a motion or ask a question involving urgent business that is not included in the notice paper for that meeting provided that the Presiding Member agrees to the business being raised and the Presiding Member considers that either;

- (a) the urgency of the business is such that the business cannot wait inclusion in the notice paper for the next meeting of the Council or committee; or
- (b) the delay in referring the business to the next meeting of the Council or committee could have adverse legal or financial implications for the council;

**5.5.2** Any councillor may move without notice a procedural motion of dissent in respect of the Presiding Members ruling that the business is not worthy of inclusion as urgent business. If the motion of dissent is agreed to at the meeting by the majority of councillors present, the business must then be included as a matter of urgent business.

**Policy Implications:** Nil

**Financial Implications:** Nil

**Strategic Implications:** Nil

**Summary:**

Council has to accept the minutes of the Recruitment Committee meeting held on Thursday 12 May 2022 and recommendations.

**Recommendations:**

That the presiding Member accepts the late agenda item to accept the minutes of the Recruitment Committee meeting held on Thursday 12 May 2022 and recommendations.

**Voting Requirements:**

Absolute Majority.

**Resolution No 180522-14****Moved Cr Thompson/Seconded Cr Miller**

That the presiding Member accepts the late agenda item to accept the minutes of the Recruitment Committee meeting held on Thursday 12 May 2022 and recommendations.

**Carried 6/0 by absolute majority**

## 15.2 Recruitment Committee Meeting Minutes

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<b>Submission To:</b>	<b>Ordinary Council</b>
<b>Location/Address:</b>	<b>Wogolin Road Wickepin</b>
<b>Name of Applicant:</b>	<b>Mark Hook - Chief Executive Officer</b>
<b>File Reference:</b>	<b>PE.REC.2011</b>
<b>Author:</b>	<b>Mark Hook – Chief Executive Officer</b>
<b>Disclosure of any Interest:</b>	<b>Nil</b>
<b>Date of Report:</b>	<b>18 May 2022</b>

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### Enclosure/Attachments:

Minutes of the Recruitment Committee meeting held on Thursday 12 May 2022.

### Summary:

Council is being requested to receive the Recruitment Committee meeting minutes held on Thursday 12 May 2022.

### Background:

The Recruitment Committee meeting was held on Thursday 12 May 2022.

### Comments:

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

### Statutory Environment:

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

**Policy Implications:** Nil

**Financial Implications:** Nil

**Strategic Implications:** Nil

### Recommendations:

That the minutes of the Recruitment Committee meeting held on Thursday 12 May 2022 be received.

**Voting Requirements:** Simple majority.

### Resolution No 180522-15

**Moved Cr Thompson/Seconded Cr Mearns**

That the minutes of the Recruitment Committee meeting held on Thursday 12 May 2022 be received.

**Carried 6/0**

### 15.3 Recruitment Committee Meeting Recommendations

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<b>Submission To:</b>	<b>Ordinary Council</b>
<b>Location/Address:</b>	<b>Wogolin Road Wickepin</b>
<b>Name of Applicant:</b>	<b>Mark Hook - Chief Executive Officer</b>
<b>File Reference:</b>	<b>PE.REC.2011</b>
<b>Author:</b>	<b>Mark Hook – Chief Executive Officer</b>
<b>Disclosure of any Interest:</b>	<b>Nil</b>
<b>Date of Report:</b>	<b>18 May 2022</b>

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**Enclosure/Attachments:** Nil

#### Summary:

Council is being requested to endorse the recommendations from the Recruitment Committee meeting minutes held on Thursday 12 May 2022.

#### Background:

The Recruitment Committee meeting was held on Thursday 12 May 2022.

#### Comments:

The Recruitment Committee meeting was held on Thursday 12 May 2022 and passed the following recommendations:

#### **Resolution No 120522-03**

**Moved Cr Astbury / Seconded Cr Thompson**

That Council note the report given by JCP Consulting on the recruitment process and that further applicants be sought for the CEO position by the end of August 2022.

**Carried 7/0**

#### **Resolution No 120522-04**

**Moved Cr Astbury / Seconded Cr Thompson**

That JCP Consulting contact the applicants received as at 29 April 2022 and advise them of the ongoing process for the recruitment of the CEO.

**Carried 7/0**

#### **Resolution No 120522-05**

**Moved Cr Astbury / Seconded Cr Thompson**

That the CEO request from WALGA the availability of relieving CEO's.

**Carried 7/0**

**Resolution No 120522-06****Moved Cr Astbury / Seconded Cr Thompson**

That the Recruitment Committee reconvene by the end of August 2022 to recommence and finalise the recruitment of a CEO.

**Carried 5/2****Statutory Environment:** Nil**Policy Implications:** Nil**Financial Implications:** Nil**Strategic Implications:** Nil**Recommendations:**

1. That Council note the report given by JCP Consulting on the recruitment process and that further applicants be sought for the CEO position by the end of August 2022.
2. That JCP consulting contact the applicants received as at 29 April 2022 and advise them of the ongoing process for the recruitment of the CEO.
3. That the CEO request from WALGA the availability of relieving CEO's.
4. That the Recruitment Committee reconvene by the end of August 2022 to recommence and finalise the recruitment of a CEO.

**Voting Requirements:** Simple majority.**Resolution No 180522-16****Moved Cr Thompson/Seconded Cr Mearns**

1. That Council note the report given by JCP Consulting on the recruitment process and that further applicants be sought for the CEO position by the end of August 2022.
2. That JCP consulting contact the applicants received as at 29 April 2022 and advise them of the ongoing process for the recruitment of the CEO.
3. That the CEO request from WALGA the availability of relieving CEO's.

**Carried 6/0**

**Resolution No 180522-17****Moved Cr Thompson/Seconded Cr Mearns**

That the Recruitment Committee reconvene by the end of August 2022 to recommence and finalise the recruitment of a CEO.

**Carried 6/0****16. Closure**

There being no further business the Presiding Officer declared the meeting closed at 5.30pm.