



A Fortunate Place

Shire of Wickepin

Minutes

Ordinary Meeting of Council

Council Chambers, Wickepin

19 May 2021



Notice of an Ordinary Meeting of Council

Please note that the next ordinary meeting of Council of the Shire of Wickepin will be held on 19 May 2021 at Council Chambers, Wickepin, commencing at 3.30pm.

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

A handwritten signature in blue ink, appearing to read "Mark Hook".

Mark Hook
Chief Executive Officer

14 May 2021

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.

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):

[illegible]

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.

TABLE OF CONTENTS

1. ATTENDANCE, APOLOGIES AND LEAVE OF ABSENCE (PREVIOUSLY APPROVED)	6
2. PUBLIC QUESTION TIME	6
3. APPLICATIONS FOR LEAVE OF ABSENCE/APOLOGIES	7
4. PETITIONS, MEMORIALS AND DEPUTATIONS	7
5. DECLARATIONS OF COUNCILLOR'S AND OFFICER'S INTEREST	7
6. CONFIRMATION OF MINUTES	7
7. RECEIVAL OF MINUTES	7
7.1 LOCAL EMERGENCY MANAGEMENT COMMITTEE (LEMC).....	8
7.2 ALBERT FACEY HOMESTEAD COMMITTEE	13
7.3 LIFESTYLE RETIREMENT COMMITTEE	25
8. STATUS REPORT	36
9. NOTICE OF MOTIONS OF WHICH NOTICE HAS BEEN GIVEN.....	38
10. RECEIPT OF REPORTS & CONSIDERATION OF RECOMMENDATIONS	38
<u>TECHNICAL SERVICES</u>	
10.1.01 MANAGER WORKS AND SERVICES' REPORT	39
<u>GOVERNANCE, AUDIT & COMMUNITY SERVICES</u>	
10.2.01 LIST OF ACCOUNTS.....	41
10.2.02 FINANCIAL REPORT	48
10.2.03 – DEVELOPMENT & REGULATORY SERVICES	77
10.2.04 – CHIEF EXECUTIVE OFFICER – ANNUAL PERFORMANCE APPRAISAL 2021	80
10.2.05 – NOONGAR HERITAGE AGREEMENT FOR LOCAL GOVERNMENT	83
10.2.06 – DONATION – KARLI MARTIN COUNTRY WEEK.....	88
10.2.07 – LISTING PRICE FOR 2 AND 4 PLOVER STREET WICKEPIN	90
10.2.08 – REAR FENCE HONEYMAN PARK	94
10.2.09 – ALBERT FACEY HOMESTEAD COMMITTEE RECOMMENDATIONS	97
11. PRESIDENT'S REPORT	98
12. CHIEF EXECUTIVE OFFICER'S REPORT	99
13. NOTICE OF MOTIONS FOR THE FOLLOWING MEETING	104
14. REPORTS AND INFORMATION	104
15. URGENT BUSINESS.....	104
16. CLOSURE.....	104

**Minutes of an Ordinary Meeting of Council held in Council Chambers, Wickepin
Wednesday 19 May 2021 commencing @ 3.30pm**

The President declared the meeting open at 3.45pm.

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

President	Julie Russell
Deputy President	Wes Astbury
Councillor	John Mearns
Councillor	Allan Lansdell
Councillor	Fran Allan
Chief Executive Officer	Mark Hook
Deputy Chief Executive Officer	Erika Clement
Executive Support Officer	Melissa Martin
Tyron Miller	Member of Public

Leave of Absence (Previously Approved)

Apologies

Councillor	Sarah Hyde
Councillor	Nathan Astbury

3.46pm CEO left the meeting.

3.47pm CEO re-entered the meeting.

2. Public Question Time

Tyron Miller

Tyron Miller addressed Council in relation to excess water flooding his property which he believes is coming from Plover Street.

Tyron asked if Council could rectify the situation as every time it rains his yard gets flooded and causes costly damage.

Cr Russell advised Tyron that this issue was discussed during the Forum session and Council resolved to place \$50,000 in the budget estimate to install drainage to defer water flowing into his property and instead flow along the East side of Cemetery Road.

Cr Russell also advised that a further \$20,000 would be placed in the budget estimate to design a drainage plan for the entire Estate to prevent issues in the future.

Tyron Miller also asked if Council use local Real Estate Agents to manage the sale of Council Land. CEO Mark Hook advised that Council do seek Local Agents.

3. Applications for Leave of Absence/Apologies

4. Petitions, Memorials and Deputations

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

6. Confirmation of Minutes

Ordinary meeting of council – Wednesday 21 April 2021.

Resolution No 190521-01

Moved Cr W Astbury / Seconded Cr Lansdell

That the minutes of the Ordinary meeting of council held on Wednesday 21 April 2021 be confirmed as a true and correct record.

Carried 5/0

7. Receival of Minutes

RECEIVAL OF MINUTES

7.1 Local Emergency Management Committee (LEMC)

Submission To:	Ordinary Council
Location/Address:	Whole Shire
Name of Applicant:	Melissa Martin, Executive Support Officer
File Reference:	ES.MEE.905
Author:	Melissa Martin, Executive Support Officer
Disclosure of any Interest:	Nil
Date of Report:	5 May 2021

Enclosure/Attachments:

Minutes of the Local Emergency Management Committee meeting held on Monday 19 April 2021.

Background:

The Local Emergency Management Committee meeting were held on Monday 19 April 2021.

Summary:

Council is being requested to receive the Local Emergency Management Committee minute held on Monday 19 April 2021.

Comments:

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

Statutory Environment:

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

Policy Implications: Nil

Financial Implications: Nil

Strategic Implications: Nil

Recommendations:

That the minutes for the Local Emergency Management Committee meeting held on Monday 19 April 2021.

Voting Requirements: Simple majority

Resolution No 190521- 02

Moved Cr W Astbury / Seconded Cr Lansdell

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

Carried 5/0

Minutes

Shires of Cuballing and Wickepin
LEMC MEETING
19 April 2021
COUNCIL CHAMBERS - CUBALLING



Table of Contents

1. ATTENDANCE, APOLOGIES AND LEAVE OF ABSENCE (PREVIOUSLY APPROVED).....3

2. CONFIRMATION OF MINUTES – JOINT LEMC MEETING – 26 OCTOBER 20203

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

4. RECEIPT OF REPORTS & CONSIDERATION OF RECOMMENDATIONS4

5. REPORTS & INFORMATION4

6. CLOSURE4

**Minutes of the LEMC Meeting held in Council Chambers,
Cuballing Monday 19 April 2021**

The Chairperson, Cr Julie Russell, Shire President, Shire of Wickepin, declared the meeting open at 3:08pm.

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

Julie Russell	President	Shire of Wickepin
Gary Sherry	CEO	Shire of Cuballing
Mark Hook	CEO	Shire of Wickepin
Ronan Blaney	Community Paramedic–Southern Wheatbelt	St John Ambulance
Alby Van Den Berg	Narrogin Police	WA Police
Phil Huggins	OIC Wickepin Police	WA Police

Apologies

Mark Conley	President	Shire of Cuballing
Cathy Morey	Customer Service Manager	Main Roads WA
Bronwyn Dew	DCEO	Shire of Cuballing
Leanne Shields	Rates	Shire of Cuballing
Bruce Brennan	Manager Works & Services	Shire of Cuballing
Anthony Mort	Chief Bush Fire Control Officer	Shire of Cuballing
John Bouwman	OIC Narrogin	WA Police
Alison Lacey	Manager Narrogin & Lake Grace	Department of Primary Industries and Regional Development

2. Confirmation of Minutes – Joint LEMC Meeting – 26 October 2020

Moved Mark Hook /Seconded Gary Sherry

That the minutes of the Joint LEMC Meeting held on 26th October be confirmed as a true and correct record.
Carried

3. Status Report (Business arising from previous minutes)

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	Status
Desktop Exercise	Phil Huggins – OIC Wickepin Police	Completed

Phil Huggins reported on his findings regarding the LEMC conducting a desktop exercise. Phil has received information from Adam Smith from DFES. The DEMC recommend holding one desk top and one practical exercise each year. If there has been a large, multi-agency event during the year, this would satisfy the criteria of holding a practical exercise.

A desktop exercise is seen as an administrative activity to be conducted by the local governments in a LEMC. A practical exercise is the responsibility of the relevant HAZMAT agency for the hazard being tested.

Phil has obtained desktop exercise resources from DFES and will share these with Mark Hook and Gary Sherry.

The LEMC will hold a desktop exercise in Wickepin on Monday 21st June 2021.

Subject/Action	Officer
Share desktop exercise resources	Phil Huggins – OIC Wickepin Police
Prepare, organise and arrange attendance for desktop exercise in Wickepin on Monday 21 st June 2021.	Mark Hook, CEO – Shire of Wickepin Gary Sherry CEO – Shire of Cuballing

4. Receipt of Reports & Consideration of Recommendations

Nil at this time

5. Reports & Information

5.1 Reports from Members

WA Police - Wickepin

Phil Huggins asked about the policy of the LEMC to hold meetings. The DEMC recommend holding 4 meetings per year while this LEMC holds only two. The approved LEM Arrangements include the LEMC holding two meetings each year.

Subject/Action	Officer
Investigate the approval for the LEMC to hold two meetings each year and report to the next meeting of the LEMC.	Mark Hook, CEO – Shire of Wickepin Gary Sherry CEO – Shire of Cuballing

5.2 Other matters raised by members.

WA Police - Narrogin

Two officers from Narrogin Police are about to be trained in land search.

COVID

A general discussion was held on the current status of COVID threat to our communities.

6. Closure

There being no further business the Chairperson declared the meeting closed at 3:47

pm. The next Joint LEMC Meeting will be held on 21st June 2021 at Wickepin.

Actions Requested from meeting

Subject/Action	Officer
Share desktop exercise resources	Phil Huggins – OIC Wickepin Police
Prepare, organise and arrange attendance for desktop exercise in Wickepin on Monday 21 st June 2021.	Mark Hook, CEO – Shire of Wickepin Gary Sherry CEO – Shire of Cuballing
Investigate the approval for the LEMC to hold two meetings each year and report to the next meeting of the LEMC.	Mark Hook, CEO – Shire of Wickepin Gary Sherry CEO – Shire of Cuballing

RECEIVAL OF MINUTES

7.2 Albert Facey Homestead Committee

Submission To:	Ordinary Council
Location/Address:	Whole Shire
Name of Applicant:	Mel Martin, Executive Support Officer
File Reference:	CR.MEE.208
Author:	Mel Martin, Executive Support Officer
Disclosure of any Interest:	Nil
Date of Report:	5 May 2021

Enclosure/Attachments:

Minutes of the Albert Facey Homestead Committee meeting held on Monday 3 May 2021.

Background:

The Albert Facey Homestead Committee meeting was held on Monday 3 May 2021.

Summary:

Council is being requested to receive the Albert Facey Homestead Committee meeting minutes held on Monday 3 May 2021.

Comments:

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

Statutory Environment:

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

Policy Implications: Nil

Financial Implications: Nil

Strategic Implications: Nil

Recommendations:

That the minutes for the Albert Facey Homestead Committee meeting held on Monday 3 May 2021 be received.

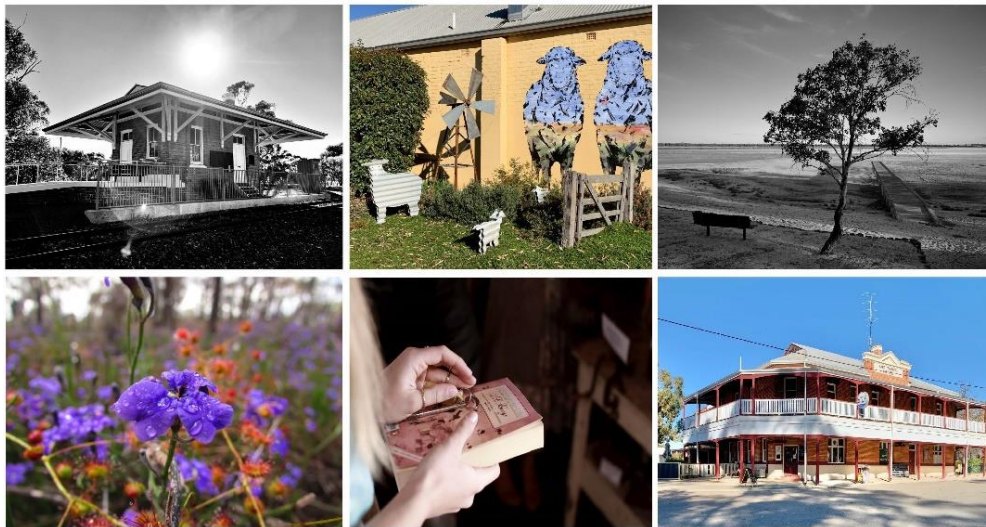
Voting Requirements: Simple majority

Resolution No 190521- 02

Moved Cr W Astbury / Seconded Cr Lansdell

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

Carried 5/0



A Fortunate Place

Shire of Wickepin

Minutes

Albert Facey Homestead Committee

Council Chambers, Wickepin

3 MAY 2021



Notice of an Albert Facey Homestead Committee Meeting

Please note that the next Albert Facey Homestead Committee Meeting of the Shire of Wickepin will be held on Monday 3 May 2021 at Council Chambers, Wickepin, commencing at 2.00pm.

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

Mark Hook
Chief Executive Officer

26 April 2021

Disclaimer

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

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

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):	

[illegible]

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.

Table of Contents

1.	ATTENDANCE, APOLOGIES AND LEAVE OF ABSENCE (PREVIOUSLY APPROVED)	6
2.	PUBLIC QUESTION TIME.....	6
3.	APPLICATIONS FOR LEAVE OF ABSENCE/APOLOGIES	6
4.	PETITIONS, MEMORIALS AND DEPUTATION	6
5.	DECLARATIONS OF COUNCILLOR'S AND OFFICER'S INTEREST	6
6.	CONFIRMATION OF MINUTES	6
7.	STATUS REPORT	7
8.	FINANCIALS	7
8.1	ALBERT FACEY HOMESTEAD MUNICIPAL FUNDS.....	7
9.	RECEIPT OF REPORTS & CONSIDERATION OF RECOMMENDATIONS	10
10.	REPORTS & INFORMATION	10
10.1	OTHER MATTERS RAISED BY MEMBERS.....	10
11.	URGENT BUSINESS	11
12.	CLOSURE	11

**Minutes of an Albert Facey Homestead Committee Meeting held in Council Chambers, Wickepin
Monday 3 May 2021**

The Chairperson declared the meeting open at 2pm.

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

Dave Astbury	Chairperson
Cr Allan Lansdell	Member
Libby Heffernan	Member
Linley Rose	Member
Charlotte Astbury	Member
Karen Rushton	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 Deputation

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

6. Confirmation of Minutes

Albert Facey Homestead Committee – 08 February 2021.

Moved L Rose / Seconded L Heffernan

That the minutes of the Albert Facey Homestead Committee held on 8 February 2021 be confirmed as a true and correct record.

Carried 6/0

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
Resignation – Margaret Fleay	CEO	Resignation letter received.	✓	Resignation accepted.

Moved L Heffernan / Seconded K Rushton

That a letter of thanks be sent to Margaret Fleay thanking her for her time and dedication to the Albert Facey Homestead Committee

Carried 6/0

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

○ = in progress ✓ = completed ✕ =superseded

8. Financials

8.1 Albert Facey Homestead Municipal Funds

Albert Facey February 2021 - April 21

Date	Description	Income
08/02/2021	ALBERT FACEY TAKINGS DATE 08/02/2021 O1:OT1	\$ 58.18
24/02/2021	ALBERT FACEY TAKINGS DATE 24 February 2021 O1:OT1	\$ 50.00
07/04/2021	ALBERT FACEY TAKINGS DATE - 07/04/2021 O1:OT1	\$ 173.64
		\$ 281.82

Date	Description	Expenditure
22/01/2021	ASHLEY CARON PENELOPE IOW PAY	\$ 23.88
22/01/2021	ASHLEY CARON PENELOPE LABOH PAY	\$ 16.72
03/02/2021	ASHLEY CARON PENELOPE IOW PAY	\$ 59.72
03/02/2021	ASHLEY CARON PENELOPE LABOH PAY	\$ 41.80
11/02/2021	ELIZABETH HEFFERNAN CLEANING	\$ 50.00
03/03/2021	JASON SIGNMAKERS , FIG TREE SIGN AND STAND	\$ 331.24
04/03/2021	TOLL IPEC FREIGHT - JASON SIGNMAKERS	\$ 23.28
11/03/2021	ASHLEY CARON PENELOPE IOW PAY	\$ 47.77
11/03/2021	ASHLEY CARON PENELOPE LABOH PAY	\$ 33.44
22/03/2021	ELIZABETH HEFFERNAN CLEANING FACEY HOMESTEAD MARCH, 2021	\$ 50.00
26/03/2021	ASHLEY CARON PENELOPE IOW PAY	\$ 71.65
26/03/2021	ASHLEY CARON PENELOPE LABOH PAY	\$ 50.16
		\$ 799.66

A Fortunate Life Film

Expenditure

14/01/2021	CT127 THEATRE 180 INC	\$ 2,300.00	ALBERT FACEY - A FORTUNATE LIFE TOUR
25/03/2021	CP93 LEE PARKER	\$ 480.00	CATERING A FORTUNATE LIFE SUNDOWNER
31/03/2021	CS161 HE SHED SHE SHED (WICKEPIN COMMUNITY SHED)	\$ 54.55	HIRE 6 CUBES
22/03/2021	CM30 LARA MARCHEI	\$ 164.00	REFRESHMENTS
9/04/2021	CP76 RJ PORTER	\$ 100.00	PHOTOGRAPHY ALBERT FACEY FILM
9/04/2021	CE38 EWEN RURAL SUPPLIES	\$ 186.78	WATER, SMARTIES
8/04/2021	CH27 ELIZABETH HEFFERNAN	\$ 93.64	REFRESHMENTS
		\$ 3,378.97	

Income

11/02/2021	ADULT HACCK	\$ 54.55	2
11/02/2021	ADULT FLEMING	\$ 54.55	2
11/02/2021	ADULT RODGERS	\$ 163.64	6
11/02/2021	ADULT HODGSON	\$ 54.55	2
12/02/2021	ADULT H.GREEN	\$ 81.82	3
15/02/2021	ADULT DES PAULEY	\$ 109.09	4
15/02/2021	ADULT 2 GEOFF SIMS	\$ 54.55	2
15/02/2021	AGE PENSIONER GEOFF SIMS	\$ 45.45	2
16/02/2021	AGE PENSIONER TICKETS X 3 Lynne-Mayee Yorke	\$ 68.18	3
17/02/2021	ADULT McDougall	\$ 136.36	5
17/02/2021	AGE PENSIONER LANSDELL	\$ 45.45	2
18/02/2021	ADULT HEFFERNAN	\$ 54.55	2
18/02/2021	AGE PENSIONER TICKETS LANG	\$ 45.45	2
18/02/2021	AGE PENSIONER TICKET LAWLER	\$ 22.73	1
18/02/2021	ADULT G.LANG	\$ 54.55	2
18/02/2021	ADULT	\$ 54.55	2
18/02/2021	CHILD	\$ 18.18	2
18/02/2021	ADULT	\$ 54.55	2
19/02/2021	ADULT FLEMING	\$ 54.55	2
19/02/2021	ADULT BAXTER	\$ 109.09	4
19/02/2021	AGE PENSIONER MCLAUGHLIN	\$ 22.73	1
19/02/2021	ADULT TICKETS ASTBURY	\$ 81.82	3
19/02/2021	AGE PENSIONER ASTBURY	\$ 45.45	2
19/02/2021	TICKETS 22 AND 23 WERE UPGRADED TO ADULT 2 @ \$5.00 ea	\$ 9.09	
24/02/2021	ADULT John Mearns	\$ 54.55	2
25/02/2021	PHYLLIS FACEY	\$ 136.36	5
25/02/2021	ADULT SHIRLEY ELSON	\$ 81.82	3
26/02/2021	ADULT Dave Astbury	\$ 27.27	1
26/02/2021	CHILD Dave Astbury	\$ 18.18	2
26/02/2021	ADULT CLAIRE BAYLEY	\$ 54.55	2
26/02/2021	ADULT LOZENICINS	\$ 54.55	2
2/03/2021	ADULT Facey	\$ 136.36	5
3/03/2021	ADULT Tilbrook	\$ 81.82	3
3/03/2021	ADULT	\$ 54.55	2

4/03/2021	ADULT DAYMAN	\$	27.27	1
4/03/2021	AGE PENSIONER B.THOMPSON	\$	45.45	2
5/03/2021	AGE PENSIONER	\$	45.45	2
5/03/2021	ADULT	\$	27.27	1
5/03/2021	CHILD	\$	18.18	2
5/03/2021	AGE PENSIONER	\$	45.45	2
9/03/2021	ADULT	\$	27.27	1
9/03/2021	ADULT SHIRE	\$	81.82	3
9/03/2021	CHILD	\$	18.18	2
9/03/2021	ADULT	\$	27.27	1
9/03/2021	Albert Facey Ticket - Changed (Pensioner to Adult Ticket No. 26)	\$	4.55	
10/03/2021	ADULT KATHRYNE BASSETT	\$	163.64	6
10/03/2021	ADULT Lang	\$	27.27	1
11/03/2021	AGE PENSIONER TICKET M.MCCOLL	\$	22.73	1
11/03/2021	ADULT C.MOORE	\$	54.55	2
15/03/2021	ADULT KAREN HANSEN	\$	81.82	3
15/03/2021	ADULT HAZEL GREEN	\$	54.55	2
15/03/2021	ADULT M.MCLEAN	\$	54.55	2
15/03/2021	ADULT JADE GRAY	\$	27.27	1
15/03/2021	ADULTTICKET A.MILLER	\$	27.27	1
15/03/2021	ADULT LEE PARKER	\$	54.55	2
15/03/2021	ADULT	\$	54.55	2
16/03/2021	ADULT Hazel Green	\$	54.55	2
16/03/2021	ADULT R.Clement	\$	27.27	1
16/03/2021	AGE PENSIONER BOB PORTER	\$	45.45	2
17/03/2021	AGE PENSIONER BARBARA HARRIS	\$	68.18	3
17/03/2021	CHILD MEL MARTIN	\$	27.27	3
18/03/2021	ADULT K.Martin	\$	27.27	1
18/03/2021	ADULT N.Webb	\$	109.09	4
18/03/2021	ADULT AUDREY BIRD	\$	54.55	2
18/03/2021	ADULT CARA BORTHWICK	\$	54.55	2
18/03/2021	ADULT J.Lansdell	\$	27.27	1
18/03/2021	ADULT	\$	27.27	1
18/03/2021	CHILD	\$	18.18	2
19/03/2021	ADULT	\$	27.27	1
		\$	3,754.57	150

Moved L Heffernan / Seconded A Lansdell

That the financial statement tabled for the period ending 30 April 2021 as presented be received.

Carried 6/0

9. Receipt of Reports & Consideration of Recommendations

10. Reports & Information

10.1 Other matters raised by members

Libby Heffernan

Libby thanked Linley, Lara and the Shire of Wickepin for all their hard work in relation to the AB Facey – A Fortunate Life Production.

Libby thanked Dave and all the volunteers who have been assisting her at the Homestead on weekends.

Libby asked if the Committee should open the Albert Facey Homestead on Saturday 8 May 2021 for the duration of the Mother's Day Stalls. Committee was in agreeance and Charlotte Astbury volunteered to open the Homestead.

Libby stated that the South West corner of the roof on the Homestead is lifting. CEO advised it will be noted in the 21/22 building maintenance budget.

Libby asked the Committee if they would be willing to donate a pair of curtains that are currently owned by the Albert Facey Homestead to the Wickepin History Group. All members agreed and the curtains were donated.

Libby suggested that the Albert Facey Homestead Committee hold a working bee to go through the back shed/wash house and do a general clean up and attend to any required maintenance. It was agreed that Libby will contact the Committee directly to arrange an appropriate day and time.

Moved L Heffernan / Seconded A Lansdell

That the weekend opening hours of the Albert Facey Homestead be changed to 10.00am – 2.00pm unless by prior arrangement.

Carried 6/0

Allan Lansdell

Allan commended Theatre 180 and agreed that the AB Facey – A Fortunate Life Production was a huge success.

Allan suggested that a mural in relation to Albert Facey be painted on the Town Hall wall. The CEO advised he will pass the project onto the newly appointed CDO.

Moved K Rushton / Seconded A Lansdell

1. That a sign be placed at Harrismith directing people to the Albert Facey Homestead.
2. That a supply of the Albert Facey promotional pamphlets be placed at the Harrismith Caravan Park.

Carried 6/0

Linley Rose

Linley thanked Libby and the Shire of Wickepin for all their hard work in relation to the AB Facey – A Fortunate Life Production.

Linley stated that on Sunday following the AB Facey – A Fortunate Life Production the Facey Family held a luncheon and presented the Wickepin Newsagency, The Shire of Wickepin, Libby and herself with a plaque of the Albert Facey Homestead. CEO will forward the plaque onto CR Julie Russell and place it on display at the Shire Administration Office.

Moved L Rose / Seconded K Rushton

That a thank you letter be sent to Theatre 180 on behalf of the Albert Facey Homestead Committee and the Shire of Wickepin.

Carried 6/0

Charlotte Astbury

Charlotte raised some issues that were discussed at the recent CRC Committee Meeting in relation to tourism and what's involved in receiving the tick of approval. Charlotte outlined the large amount of work that is involved in obtaining the tick of approval and also the work involved to maintain it and doesn't believe that the CRC should pursue.

2.45pm Dave Astbury left the meeting.

2.46pm Dave Astbury re-entered the meeting.

Dave Astbury

Dave thanked the Shire of Wickepin, Linley, Libby and Lara for their work in relation to the AB Facey – A Fortunate Life Production.

11. Urgent Business**12. Closure**

The next Albert Facey Homestead Committee Meeting will be held on 2 August 2021.

There being no further business the Chairperson declared the meeting closed at 2.52pm.

Actions Requested from meeting

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

RECEIVAL OF MINUTES

7.3 Lifestyle Retirement Committee

Submission To:	Ordinary Council
Location/Address:	Whole Shire
Name of Applicant:	Melissa Martin, Executive Support Officer
File Reference:	CR.MEE.203
Author:	Melissa Martin, Executive Support Officer
Disclosure of any Interest:	Nil
Date of Report:	5 May 2021

Enclosure/Attachments:

Minutes of the Lifestyle Retirement Committee meeting held on Wednesday 5 May 2021.

Background:

The Lifestyle Retirement Committee meeting was held on Wednesday 5 May 2021.

Summary:

Council is being requested to receive the Lifestyle Retirement Committee meeting minutes held on Wednesday 5 May 2021.

Comments

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

Statutory Environment:

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

Policy Implications: Nil

Financial Implications: Nil

Strategic Implications: Nil

Recommendations:

That the minutes for the Lifestyle Retirement Committee meeting held on Wednesday 5 May 2021 be received.

Voting Requirements: Simple majority

Resolution No 190521- 02

Moved Cr W Astbury / Seconded Cr Lansdell

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

Carried 5/0



A Fortunate Place

Shire of Wickepin

Minutes

Lifestyle Retirement Committee

Council Chambers, Wickepin

5 MAY 2021



Notice of a Lifestyle Retirement Committee Meeting

Please note that the next Lifestyle Retirement Committee Meeting of the Shire of Wickepin will be held on Wednesday 5 May 2021 at Council Chambers, Wickepin, commencing at 9.30am.

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

Mark Hook
Chief Executive Officer

30 April 2021

Disclaimer

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

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



Terms of Reference

1. Name

Lifestyle Retirement Committee

2. Members

Syd Martin
Cr Fran Allan
Cr Allan Lansdell
Murray Lang
Coleen Thompson
Colin Hemley
Audrey Bird
Kevin Coxon
Leanne Smith
Steve Rose
Rex Bergin

3. Objectives

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

The Lifestyle Retirement Committee has no delegated authority.

The main functions of the Committee are to:

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

4. Scope/Jurisdiction

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

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

5. Appointment of Committee Members

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

6. Appointment of Committee Chair

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

7. Meeting Frequency

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

Meeting dates for 2021 are as follows:

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

8. Related Policies/Bylaws: Nil.

SHIRE OF WICKEPIN

QUESTIONS FROM THE PUBLIC

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.

Table of Contents

1.	ATTENDANCE, APOLOGIES AND LEAVE OF ABSENCE (PREVIOUSLY APPROVED).....	8
2.	PUBLIC QUESTION TIME	8
3.	APPLICATIONS FOR LEAVE OF ABSENCE/APOLOGIES.....	8
4.	PETITIONS, MEMORIALS AND DEPUTATIONS	8
5.	DECLARATIONS OF MEMBER’S AND OFFICER’S INTEREST	8
6.	CONFIRMATION OF MINUTES.....	9
7.	STATUS REPORT.....	9
8.	RECEIPT OF REPORTS & CONSIDERATION OF RECOMMENDATIONS.....	9
9.	REPORTS & INFORMATION	9
9.1	OTHER MATTERS RAISED BY MEMBERS	9
10.	URGENT BUSINESS	10
11.	CLOSURE	10

**Minutes of Lifestyle Retirement Committee Meeting held in Council Chambers, Wickepin
Wednesday 5 May 2021 at 9.30am**

The Chairperson declared the meeting open at am.

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

Syd Martin	Chairperson
Cr Allan Lansdell	Member
Murray Lang	Member
Steve Rose	Member
Colin Hemley	Member
Mark Hook	Chief Executive Officer
Mel Martin	Executive Support Officer

Apologies

Cr Fran Allan	Member
Leanne Smith	Member
Coleen Thompson	Member
Kevin Coxon	Member
Rex Bergin	Member

Leave of Absence (Previously Approved)

2. Public Question Time

3. Applications for Leave of Absence/Apologies

4. Petitions, Memorials and Deputations

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

6. Confirmation of Minutes

Lifestyle Retirement Committee Meeting – 3 February 2021.

Moved S Rose / Seconded C Hemley

That the minutes of the Lifestyle Retirement Committee meeting held on 3 February 2021 be confirmed as a true and correct record.

Carried 5/0

7. Status Report

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

Subject/Action	Date	Officer	Progress	Status	Comment
The Minutes from the Lifestyle Retirement Committee meeting dated the 3 October 2021 be amended.	03/02/2021	CEO	Minutes amended	✓	Completed
CEO to check the vegetation on the property boundary in Johnston Street where the Independent Living Units are being built.	03/02/2021	CEO	CEO inspected the property boundary and all potentially hazardous vegetation was removed.	✓	Completed

○ = in progress ✓ = completed ✕ = superseded

8. Receipt of Reports & Consideration of Recommendations

9. Reports & Information

9.1 Other matters raised by members

Mark Hook, CEO

The CEO was requested by the Chairman to provide a copy of the Independent Living Units Management Policy documents adopted by Council at its November 2020 meeting.

Murray Lang

Asked when the retaining wall on the Western Boundary will be built. CEO advised it will be built once the construction of the units commence.

Steve Rose

Requested the pile of timber to be removed from the construction site. CEO advised it will be done mid May by the Shire of Wickepin outside staff.

10. Urgent Business

11. Closure

The next Lifestyle Retirement Committee meeting will be held Wednesday 4 August 2021 at 9.30am.

There being no further business the Chairperson declared the meeting closed at 9.58am.

8. Status Report

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

Item	Subject	Officer	Council Resolution	Status	Action
1104-190820-11	Albert Facey Homestead Committee Recommendations	CEO	An inventory of all public artefacts and donations within the Shire is to be completed. A display cabinet be purchased to house the hand pieces.	○ ○	Still to be undertaken. CDO to look at style and cost of cabinet.
1113 –160920-08	Roads 2030 Review	CEO	That the CEO submit the Toolibin North Road to the Wheat Belt South Regional Road Group for inclusion in the Narrogin Harrismith Route in the Roads 2030 Regional Strategies for significant Local Government Roads.	✓	Included in the DRAFT Regional Strategies for Significant Local Government Roads Wheatbelt South.
1127–161220 -03	Change of Vesting Reserve 15782 Railway Dam	CEO	That council request the CEO to undertake a full assessment of the Railway Dam and prepare a comprehensive Recreation Plan including possible future development and costs for the development of Reserve 15782, Williams Location 15727 Railway Dam, Wickepin.	○	CEO to present Recreation Plan.
1136-170321 -06	Wickepin/Harrismith Road Culvert	CEO	That Council undertake a hydrological assessment to be undertaken by an independent consultant to recommend what culverts and works are required for a 1 in 10 year flood, 1 in 50 year flood and 1 in 100 year flood event on the Wickepin Harrismith Rd at SLK 5.92.	✓	Appointed to undertake Assessment. CEO advised hydrological assessment has been received.
1147-210421-04	Wheatbelt Secondary Freight Network – Formalisation of	CEO	That Council in accordance with previously endorsed WSNF Governance Plan:	✓	Completed.

	Commitment to Priority 1 – 5 Year Delivery Plan		<ol style="list-style-type: none"> 1. Receives the WSFN Priority 1 – 5-Year Delivery Plan Program. 2. Formalise their commitment to delivering Council's identified projects in the WSFN Priority 1 – 5-Year Delivery Plan. 3. Commit to considering Council's identified projects in their future Capital Works Budgets as outlined in the WSFN Priority 1 – 5-Year Delivery Plan as part of annual budget development and adoption processes. 		
1148-210421-08	Cr Steven Martin Disqualification	CEO	That the Shire of Wickepin request the Electoral Commissioner under 4.17 (2) Local Government Act 1995 to have the seat of Cr Martin remain vacant until the October 2021 elections.	✓	Letter sent 29/04/2021.
1149-210421-09	Permission to Keep Bee Hive – R & M Dougall, Wickepin	CEO	<ol style="list-style-type: none"> 1. That council gives approval to Ricky & Maree Dougall to keep one bee hive at the rear of their property, Lot 6, 33 Henry Street, Wickepin WA 6370. 2. That the approval be subject to all regulatory approvals being in place prior to the installation of any bee hives. 	✓	Letter sent 29/04/2021.
1150-210421-10	Council Investment Policy 3.1.9	DCEO	That Council adopt the amended policy 3.1.9 Council Investments, as per resolution 210421-10.	✓	Policy updated.
1151-210421-11	Facey Group MOU 2021 – 2024	CEO	That council formally enters into a three year	✓	Agreement sent to Facey Group for

			agreement with the Facey Group in commencing 1 July 2021 in accordance with the terms adopted in resolution 210421-11.		signing.
--	--	--	--	--	----------

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

○ = in progress ✓ = completed ✕ =superseded

9. Notice of Motions of Which Notice Has Been Given

10. Receipt of Reports & Consideration of Recommendations

TECHNICAL SERVICES

10.1.01 Manager Works and Services' Report

Submission To:	Ordinary Council
Location/Address:	Whole Shire
Name of Applicant:	Manager Works & Services, Gary Rasmussen
File Reference:	CM.REP.1
Author:	Manager Works & Services, Gary Rasmussen
Disclosure of any Interest:	Nil
Date of Report:	8 May 2021

Enclosure/Attachments: Nil

Summary:

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

Background: Nil

Comments:

Programmed Construction Works

- Bin road –The kerb and concrete floodway are complete. The asphalt will be laid at the end of May. Once the asphalt is complete the white lines, signage and rock armour around the culvert will be done.
- Water harvesting at caravan park drain – The area has been pegged out for the excavation which will start in approx. 2 weeks.
- Yarling Brook Bridge- Bypass completed.
- Toolibin North Road – All gravel has been carted. Will need to re-compact the road as we used rock gravel over the salt flats. I have hired a pad foot roller, this will be completed next week - the 60mm of rain has resulted in some delays.
- Tincurin North Road – Completed.
- 84 Gate Road – Work will commence at the end of May.
- Wickepin / Yealering foot path kerb:
 - Wickepin completed.
 - Work at Yealering will begin next week.

Maintenance Works

- Maintenance Grader – Colin Plumb is in the Northern part of the Shire.
- Pothole patching – On going.
- Signage maintenance – On going.

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

- General servicing.

Other Information

- Conplant - Combination roller will be delivered in June 2021.
- Fuzo trucks – Twin cab truck has been delivered.
- Fuzo trucks – Tipper truck due to be delivered in June 2021.
- Culvert on Wickepin Harrismith Road 4290157 SLK . 5.92 - Still waiting for a design from the consultant. Costings will be put forward to Council to consider once I receive it.
- I have been working at the Shire of Cuballing assisting on the grader due to their grader operator leaving them at short notice. We are doing this work as private works.
- Depot shed – Rob is currently constructing the shed.

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 8 May 2021.

Voting Requirements: Simple majority

Resolution No 190521-03**Moved Cr Lansdell / Seconded Cr Mearns**

That council notes the report from the Manager of Works and Services dated 8 May 2021.

Carried 5/0

GOVERNANCE, AUDIT AND COMMUNITY SERVICES

10.2.01 List of Accounts

Submission To:	Ordinary Council
Location / Address:	Whole Shire
Name of Applicant:	Erika Clement – Deputy Chief Executive Officer
File Reference:	FM.FR.1212
Author:	Erika Clement – Deputy Chief Executive Officer
Disclosure of any Interest:	Nil
Date of Report:	7 May 2021

Enclosure/Attachments: Nil

Summary:

List of accounts remitted during the period from 1 April 2021 to 30 April 2021.

Municipal Account	Vouchers	Amounts
EFT	11295-11358, 11390 -11418	\$ 464,084.10
Cancelled Batch	11362 - 11389	
Bpay	63010421-63240421	\$ 3,148.22
Cheques	15739 -15742, 5750 - 15751	\$ 21,382.15
Payroll	April	\$ 76,520.00
Superannuation	April	\$ 12,254.06
Credit Card	April	\$ 96.50
Direct Deductions	April	\$ 1,354.19
Licensing	April	\$ 29,784.10
	April Total	\$ 608,623.32
Trust		
EFT	11360-11361, 11359	\$ 1,058.95
Cheques		0.00
	April Total	\$ 1,058.95
	Total for April	\$ 609,682.27

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 \$609,682.27 for April 2021 have been made in accordance with the list included in these minutes, and scrutiny of the list has found that the payments are satisfactory.

Voting Requirements:

Simple majority

Resolution No 190521- 04**Moved Cr Allan / Seconded Cr Mearns**

That council acknowledges that payments totalling \$609,682.27 for April 2021 have been made in accordance with the list included in these minutes, and scrutiny of the list has found that the payments are satisfactory.

Carried 5/0

List of Accounts Due & Submitted to Council

30-April-2021

<u>Chq/EFT</u>	<u>Date</u>	<u>Name</u>	<u>Description</u>	<u>Trust</u>	<u>Muni</u>
EFT11360	20/04/2021	SHIRE OF WICKEPIN	BSL MARCH 2021 COMMISSION	\$ 15.00	
EFT11361	27/04/2021	ZENOBIA MUTTON	BOND REFUND - COMMUNITY CENTRE 24/04/2021	\$ 600.00	
EFT11359	20/04/2021	DEPT OF MINES, INDUSTRY REGULATION AND SAFETY	BSL LEVY MARCH 2021	\$ 443.95	
			TOTAL TRUST	\$ 1,058.95	
EFT11295	01/04/2021	ALLAN'S BOBCAT & TRUCK HIRE	ERECT FENCING AND LIMESTONE WALL		\$ 27,583.00
EFT11296	01/04/2021	AMPAC DEBT RECOVERY (WA) PTY LTD	DEBT RECOVERY COSTS MARCH, 2021		\$ 1,399.06
EFT11297	01/04/2021	PETER DENTON	NATIVE SHRUBS		\$ 250.70
EFT11298	01/04/2021	DAIMLER TRUCKS	PURCHASE NEW TRUCK AND TRADE-IN - WK1955		\$ 51,196.27
EFT11299	01/04/2021	EDWARDS HOLDEN	PURCHASE NEW VEHICLE, TRADE-IN P468		\$ 22,000.00
EFT11300	01/04/2021	ELDERS WICKEPIN	ROUNDUP		\$ 1,905.20
EFT11301	01/04/2021	FACEY GROUP INC	2020/2021 SPONSORSHIP 2ND INSTALMENT		\$ 5,500.00
EFT11302	01/04/2021	GEOFF PERKINS FARM MACHINERY	FITTING, HOSE		\$ 22.99
EFT11303	01/04/2021	HANCOCKS HOME HARDWARE	CLOTHESLINE UNIT 1		\$ 414.25
EFT11304	01/04/2021	ELIZABETH HEFFERNAN	CLEANING FACEY HOMESTEAD MARCH, 2021		\$ 50.00
EFT11305	01/04/2021	JASON SIGNMAKERS	BRACKETS, POSTS, SIGNS, POST CAPS		\$ 1,795.33
EFT11306	01/04/2021	NARROGIN TYRE SERVICE	TYRE AND FITTING		\$ 1,595.00
EFT11307	01/04/2021	LARA MARCHEI	REFRESHMENTS		\$ 164.00
EFT11308	01/04/2021	WAGIN MIDALIA STEEL	TEK SCREWS		\$ 423.90
EFT11309	01/04/2021	MJB INDUSTRIES	CONCRETE PIPES, RUBBER RINGS, FREIGHT		\$ 16,721.10
EFT11310	01/04/2021	MODULAR WA	PROGRESS CLAIM #4 - 50 SMITH STREET		\$ 112,000.00
EFT11311	01/04/2021	NARROGIN HIRE SERVICE AND RETICULATION	HIRE - COMPACTOR		\$ 141.00
EFT11312	01/04/2021	STAR TRACK EXPRESS	FREIGHT - WA HINO		\$ 51.03
EFT11313	01/04/2021	NARROGIN & DISTRICTS PLUMBING SERVICE	SUPPLY AND INSTALLATION DRINK FOUNTAIN		\$ 5,164.50
EFT11314	01/04/2021	PERFECT COMPUTER SOLUTIONS	DAILY MONITORING, MANAGEMENT		\$ 85.00
EFT11315	01/04/2021	LEE PARKER	CATERING - A FORTUNATE LIFE" SUNDOWNER"		\$ 480.00
EFT11316	01/04/2021	REPCO	JACK STANDS, HOSE REEL, FILTERS KIT		\$ 814.15
EFT11317	01/04/2021	HE SHED SHE SHED (WICKEPIN COMMUNITY SHED)	HIRE 6 CUBES		\$ 60.00
EFT11318	01/04/2021	SEEK LIMITED	CDO ADVERT		\$ 313.50
EFT11319	01/04/2021	TOLL IPEC	FREIGHT - JASON SIGNMAKERS, PATHWEST		\$ 153.13
EFT11320	01/04/2021	TOOLIBIN TENNIS CLUB	COMMUNITY GRANT 2020/2021		\$ 2,500.00
EFT11321	01/04/2021	TWINKARRI P / L	TREE PRUNING & MULCHING		\$ 59,180.00
EFT11322	01/04/2021	WESTRAC EQUIPMENT	SENSOR, SEAL-O-RING		\$ 73.50
EFT11323	01/04/2021	WALGA	LOCAL GOVERNMENT EMERGENCY MANAGEMENT - 29/03/2021		\$ 1,266.00
EFT11324	01/04/2021	ZAPPEION APARTMENTS	COUNCILLOR TRAINING JOHN MEARNES		\$ 350.00
EFT11325	06/04/2021	DARREN WILSON	BUS BOND REFUND		\$ 100.00
EFT11326	16/04/2021	AUSTRALIA POST	ACCOUNT MARCH 2021		\$ 72.86

EFT11327	16/04/2021	AMPAC DEBT RECOVERY (WA) PTY LTD	DEBT RECOVERY COSTS MARCH 2021		\$ 374.00
EFT11328	16/04/2021	AG. AIRCON & ELECTRICAL	BUS HIRE - YEALERING PRIMARY SCHOOL SWIMMING LESSONS		\$ 495.00
EFT11329	16/04/2021	BURGESS RAWSON (WA) PTY LTD	WATER USAGE ACCOUNT 4/02/2021 - 25/03/2021		\$ 1,051.12
EFT11330	16/04/2021	DIAL BEFORE YOU DIG	QUARTERLY REFERRAL FEE JANUARY TO MARCH 2021		\$ 110.00
EFT11331	16/04/2021	EWEN RURAL SUPPLIES	WHEELIE BINS		\$ 8,178.11
EFT11332	16/04/2021	EASIFLEET	FACEY GROUP VEHICLE LEASE & LICENSE		\$ 825.40
EFT11333	16/04/2021	AC & EJ FULFORD & CO	STOCKPILING OF GRAVEL		\$ 23,914.00
EFT11334	16/04/2021	FLICK WASHROOM SERVICES	ANNUAL FEE - COLLECTION BINS 1/04/2021 - 31/03/2022		\$ 4,142.00
EFT11335	16/04/2021	GREAT SOUTHERN FUEL SUPPLIES	FUEL ACCOUNT MARCH 2021		\$ 11,726.18
EFT11336	16/04/2021	HANCOCKS HOME HARDWARE	CHAIN, PADLOCK, TOILET SEATS		\$ 245.05
EFT11337	16/04/2021	ELIZABETH HEFFERNAN	REFRESHMENTS		\$ 93.64
EFT11338	16/04/2021	NARROGIN TYRE SERVICE	2 X TYRES, FITTED & BALANCED		\$ 385.00
EFT11339	16/04/2021	LIMITLESS PROMOTIONS	50 X LIFETIME DOG TAGS TAG NUMBERS 75-125		\$ 145.00
EFT11340	16/04/2021	MARKETFORCE PRODUCTIONS	CDO POSITION		\$ 2,024.88
EFT11341	16/04/2021	MICROWAVE SAFETY SYSTEMS	TESTING OF MICROWAVES AT ADMIN OFFICE AND DEPOT		\$ 166.10
EFT11342	16/04/2021	JOHN RAYMOND MEARNS	MEALS AND MILEAGE		\$ 444.38
EFT11343	16/04/2021	NARROGIN HIRE SERVICE AND RETICULATION	RETIC PARTS		\$ 341.45
EFT11344	16/04/2021	GREAT SOUTHERN WASTE DISPOSAL	RUBBISH COLLECTION ACCOUNT MARCH 2021		\$ 7,275.25
EFT11345	16/04/2021	NARROGIN AUTO ELECTRICS	BATTERIES		\$ 531.94
EFT11346	16/04/2021	NARROGIN TOYOTA	REPAIRS, PARTS		\$ 332.98
EFT11347	16/04/2021	PARRYS	WORK CLOTHING		\$ 574.25
EFT11348	16/04/2021	IAN GORDON SHEDDEN	COMMISSION MARCH, 2021		\$ 732.95
EFT11349	16/04/2021	SHIRE OF NARROGIN	TRAPS, SURRENDER OF DOG, DOG COMPLAINT		\$ 2,294.00
EFT11350	16/04/2021	TOLL IPEC	FREIGHT - INDUSTRIAL AUTOMATION		\$ 616.05
EFT11351	16/04/2021	THE YEALERING PANTRY	HAND TOWELS, DISINFECTANT		\$ 178.12
EFT11352	16/04/2021	TAARBLIN FARM PTY LTD	GRAVEL		\$ 9,350.00
EFT11353	16/04/2021	TOWN TEAM MOVEMENT	TOWN TEAM MOVEMENT PROPOSAL. - RES 161220-10		\$ 15,906.00
EFT11354	16/04/2021	WESTRAC EQUIPMENT	THERMOSTAT, GASKET		\$ 79.32
EFT11355	16/04/2021	WICKPIN NEWSAGENCY	CATERING, NEWSPAPERS, STATIONERY, COFFEES		\$ 848.10
EFT11356	16/04/2021	DAVE WILSON	POLICE CLEARANCE, WHITE CARD, MEDICAL		\$ 237.52
EFT11357	16/04/2021	YEALERING PRIMARY SCHOOL	SWIMMING CARNIVAL DRINKS & ICY POLES		\$ 72.27
EFT11358	20/04/2021	SUZANNE KAYE BROWN	REFUND OF BOND		\$ 600.00
EFT11390	30/04/2021	AIR LIQUIDE WA PTY LTD	GAS CYLINDER RENTAL - 1/3/21-31/3/21		\$ 71.02
EFT11391	30/04/2021	AIR RESPONSE	SERVICE AIR CONDITIONER UNITS		\$ 316.21
EFT11392	30/04/2021	A & M MEDICAL SVCES P/L	ANNUAL SERVICE TO MEDICAL OXYGEN EQUIPMENT		\$ 110.50
EFT11393	30/04/2021	AMPAC DEBT RECOVERY (WA) PTY LTD	DEBT RECOVERY COSTS APRIL 2021		\$ 777.30
EFT11394	30/04/2021	BURGESS RAWSON (WA) PTY LTD	INDUSTRIAL RENT AND MANAGEMENT FEES 1/5/21-31/7/21		\$ 2,824.80
EFT11395	30/04/2021	BELVEDERE NURSERY	PLANTS FOR CEO RESIDENCE		\$ 216.00
EFT11396	30/04/2021	BEACON EQUIPMENT	MOWER BLADES JOHN DEERE RIDEON P664		\$ 429.00
EFT11397	30/04/2021	CUTTING EDGES PTY LTD	BOLT WEDGE 16X47 KOMATSU GRADER		\$ 513.24
EFT11398	30/04/2021	ROBERT JOHN CLEMENT	REIMBURSEMENT HONDA PUMP		\$ 840.65

EFT11399	30/04/2021	HANCOCKS HOME HARDWARE	CORD FLAG POLE, TOILET ROLL HOLDERS HARRISMITH		\$ 142.49
EFT11400	30/04/2021	AG & SM HEMLEY	FENCING - YARLING BROOK ROAD		\$ 2,182.00
EFT11401	30/04/2021	HARE & FORBES	BLADE SUIT		\$ 130.00
EFT11402	30/04/2021	JOHN PHILLIPS CONSULTING	CEO REVIEW		\$ 1,650.00
EFT11403	30/04/2021	NARROGIN TYRE SERVICE	TYRE CHANGEOVERS SIDE TIPPER TRAILER		\$ 198.00
EFT11404	30/04/2021	NARROGIN BEARING SERVICES	CLIP ON RATCHET STRAPS		\$ 371.58
EFT11405	30/04/2021	STAR TRACK EXPRESS	FREIGHT ON MOWER BLADES		\$ 64.69
EFT11406	30/04/2021	NARROGIN GASWORX	WOOD HEATER, FLUE KIT		\$ 3,307.00
EFT11407	30/04/2021	NARROGIN FLORIST	4 ANZAC DAY WREATHS		\$ 460.00
EFT11408	30/04/2021	NARROGIN & DISTRICTS PLUMBING SERVICE	FIX WATER LEAK		\$ 397.10
EFT11409	30/04/2021	OFFICEWORKS SUPERSTORES PTY LTD	STATIONARY & FREIGHT		\$ 103.59
EFT11410	30/04/2021	PERFECT COMPUTER SOLUTIONS	COMPUTER SUPPORT - 30/11/2020, 10/12/2020		\$ 680.00
EFT11412	30/04/2021	TOLL IPEC	FREIGHT - SWIMMING POOL		\$ 10.72
EFT11413	30/04/2021	T-QUIP	ONE LINE MARKER KOMBI CLASSIC		\$ 2,585.00
EFT11414	30/04/2021	THE YEALERING PANTRY	WASHING POWDER		\$ 65.00
EFT11415	30/04/2021	TOWIE TIMBER TRAINING	CHAINSAW TRAINING COURSE - 5 PARTICIPANTS		\$ 975.00
EFT11416	30/04/2021	WESTRAC EQUIPMENT	ELC COOLANT CAT 12H GRADER P813		\$ 315.18
EFT11417	30/04/2021	THOMAS CHARLES WILLIAMSON	GRAVEL CARTING		\$ 34,732.50
EFT11418	30/04/2021	LAKE YEALERING PROGRESS ASSOCIATION	SPONSORSHIP YEALERING REGATTA 2021		\$ 1,500.00
			TOTAL EFT		\$ 464,084.10
15739	01/04/2021	WATER CORPORATION	WATER ACCOUNT 4/02/2021 - 25/03/2021		\$ 10,408.21
15740	16/04/2021	RJ PORTER	PHOTOGRAPHY ALBERT FACEY FILM		\$ 100.00
15741	16/04/2021	SYNERGY	STREET LIGHTING 25/02/2021 - 24/03/2021		\$ 1,728.46
15742	30/04/2021	SOUTH REGIONAL TAFE - BUNBURY CAMPUS	CHAINSAW TRAINING 8TH APRIL 2020		\$ 324.00
15750	30/04/2021	SYNERGY	POWER ACCOUNT - 15/01/2021 - 19/03/2021		\$ 3,447.13
15751	30/04/2021	WATER CORPORATION	WATER ACCOUNT 18/02/2021 - 15/04/2021		\$ 5,374.35
			TOTAL CHEQUES		\$ 21,382.15
DD12084.1	01/04/2021	CLASSIC FUNDING GROUP PTY LTD	KONICA MINOLTA C558 MANAGED SERVICE AGREEMENT		\$ 884.40
DD12130.1	16/04/2021	WESTNET PTY LTD	INTERNET CHARGES 01/05/2021 - 01/06/2021		\$ 144.90
DD12132.1	22/04/2021	CLASSIC FUNDING GROUP PTY LTD	PHOTOCOPIER CHARGES		\$ 324.89
			TOTAL DIRECT DEBITS		\$ 1,354.19
DD12088.1	07/04/2021	AWARE SUPER	PAYROLL DEDUCTIONS		\$ 4,340.09
DD12088.2	07/04/2021	ANZ SUPER	SUPERANNUATION CONTRIBUTIONS		\$ 114.82
DD12088.3	07/04/2021	MLC SUPER FUND	SUPERANNUATION CONTRIBUTIONS		\$ 297.29
DD12088.4	07/04/2021	PRIME SUPER	SUPERANNUATION CONTRIBUTIONS		\$ 385.18
DD12088.5	07/04/2021	AUSTRALIAN ETHICAL SUPER	SUPERANNUATION CONTRIBUTIONS		\$ 211.53
DD12088.6	07/04/2021	NETWEALTH INVESTMENTS	SUPERANNUATION CONTRIBUTIONS		\$ 202.83
DD12088.7	07/04/2021	AUSTRALIAN SUPER	SUPERANNUATION CONTRIBUTIONS		\$ 269.90
DD12088.8	07/04/2021	HOSTPLUS	SUPERANNUATION CONTRIBUTIONS		\$ 143.69
DD12122.1	21/04/2021	AWARE SUPER	PAYROLL DEDUCTIONS		\$ 4,579.93
DD12122.2	21/04/2021	ANZ SUPER	SUPERANNUATION CONTRIBUTIONS		\$ 149.54

DD12122.3	21/04/2021	MLC SUPER FUND	SUPERANNUATION CONTRIBUTIONS		\$ 296.25
DD12122.4	21/04/2021	PRIME SUPER	SUPERANNUATION CONTRIBUTIONS		\$ 538.20
DD12122.5	21/04/2021	AUSTRALIAN ETHICAL SUPER	SUPERANNUATION CONTRIBUTIONS		\$ 207.47
DD12122.6	21/04/2021	NETWEALTH INVESTMENTS	SUPERANNUATION CONTRIBUTIONS		\$ 202.83
DD12122.7	21/04/2021	AUSTRALIAN SUPER	SUPERANNUATION CONTRIBUTIONS		\$ 242.66
DD12122.8	21/04/2021	HOSTPLUS	SUPERANNUATION CONTRIBUTIONS		\$ 71.85
			TOTAL SUPERANNUATION		\$ 12,254.06
DD12160.1	22/04/2021	ANZ BANK	PLATE CHANGES AND REMAKE		\$ 96.50
			TOTAL CREDIT CARD		\$ 96.50
63010421	07/04/2021	TELSTRA BPAY	PHONE & INTERNET ACCOUNT MARCH 2021		\$ 1,534.24
63040421	16/04/2021	TELSTRA BPAY	SATELLITE PHONE ACCOUNT MARCH 2021		\$ 45.00
63240421	30/04/2021	TELSTRA BPAY	PHONE AND INTERNET TO 13 APRIL 2021		\$ 1,568.98
			TOTAL Bpay		\$ 3,148.22
98010421	01/04/2021	DEPT OF TRANSPORT	TRANS LICENSING		\$ 1,217.10
98060421	06/04/2021	DEPT OF TRANSPORT	TRANS LICENSING		\$ 142.40
98090421	09/04/2021	DEPT OF TRANSPORT	TRANS LICENSING		\$ 788.95
98120421	12/04/2021	DEPT OF TRANSPORT	TRANS LICENSING		\$ 5,689.35
98130421	13/04/2021	DEPT OF TRANSPORT	TRANS LICENSING		\$ 2,652.55
98150421	15/04/2021	DEPT OF TRANSPORT	TRANS LICENSING		\$ 486.15
98160421	16/04/2021	DEPT OF TRANSPORT	TRANS LICENSING		\$ 413.45
98190421	19/04/2021	DEPT OF TRANSPORT	TRANS LICENSING		\$ 1,253.85
98200421	20/04/2021	DEPT OF TRANSPORT	TRANS LICENSING		\$ 8,933.30
98210421	21/04/2021	DEPT OF TRANSPORT	TRANS LICENSING		\$ 1,863.20
98220421	22/04/2021	DEPT OF TRANSPORT	TRANS LICENSING		\$ 252.30
98230421	23/04/2021	DEPT OF TRANSPORT	TRANS LICENSING		\$ 59.80
98270421	27/04/2021	DEPT OF TRANSPORT	TRANS LICENSING		\$ 209.00
98280421	28/04/2021	DEPT OF TRANSPORT	TRANS LICENSING		\$ 400.35
98290421	29/04/2021	DEPT OF TRANSPORT	TRANS LICENSING		\$ 1,151.95
98300421	30/04/2021	DEPT OF TRANSPORT	TRANS LICENSING		\$ 4,270.40
			TOTALS LICENSING		\$ 29,784.10
7/04/2021	7/04/2021	PAYROLL	PAYROLL		\$ 37,079.00
21/04/2021	21/04/2021	PAYROLL	PAYROLL		\$ 39,441.00
			TOTAL PAYROLL		\$ 76,520.00
			TOTALS	\$ 1,058.95	\$ 608,623.32
			TOTAL PAYMENTS FOR APRIL 2021		\$ 609,682.27

	Credit Card Payment Summary				
	23rd March 2021 - 22nd April 2021				
	DATE	COMPANY	PURCHASE	AMOUNT	
	22/04/2021	SHIRE OF WICKEPIN	PLATE CHANGE	\$ 28.60	
			PLATE CHANGE	\$ 28.60	
			PLATE REMAKE	\$ 39.30	
			Total Payments	\$ 96.50	

GOVERNANCE, AUDIT AND COMMUNITY SERVICES

10.2.02 Financial Report

Submission To:	Ordinary Council
Location / Address:	Whole Shire
Name of Applicant:	Erika Clement – Deputy Chief Executive Officer
File Reference:	FM.FR.1212
Author:	Erika Clement – Deputy Chief Executive Officer
Disclosure of any Interest:	Nil
Date of Report:	7 May 2021

Enclosure/Attachments: Monthly reports.

Background:

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

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

Comments:

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

Statutory Environment:

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

Local Government (Financial Management) Regulations 1996.

34. Financial reports to be prepared s. 6.4

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

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

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

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

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

- (a) According to nature and type classification;

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

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

(a) Presented to the council -

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

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

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

Policy Implications: Nil

Strategic Implications: Nil

Recommendations:

That the financial statements tabled for the period ending 30 April 2021 as presented be received.

Voting Requirements: Simple majority

Resolution No 190521-05

Moved Cr Lansdell / Seconded Cr Allan

That the financial statements tabled for the period ending 30 April 2021 as presented be received.

Carried 5/0



SHIRE OF WICKEPIN

MONTHLY FINANCIAL REPORT

For the Period Ended 30 April 2021

LOCAL GOVERNMENT ACT 1995

LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996

TABLE OF CONTENTS

Compilation Report	2
Monthly Summary Information	3
Statement of Financial Activity by Program	6
Statement of Financial Activity By Nature or Type	7
Statement of Capital Acquisitions and Capital Funding	8
Note 1 Significant Accounting Policies	9
Note 2 Explanation of Material Variances	16
Note 3 Net Current Funding Position	17
Note 4 Cash and Investments	18
Note 5 Budget Amendments	19
Note 6 Receivables	20
Note 7 Cash Backed Reserves	21
Note 8 Capital Disposals	22
Note 9 Rating Information	23
Note 10 Information on Borrowings	24
Note 11 Grants and Contributions	25
Note 12 Trust	26
Note 13 Details of Capital Acquisitions	27

Shire of Wickepin**Compilation Report**

For the Period Ended 30 April 2021

Report Purpose

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

Overview

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

Statement of Financial Activity by reporting program

Is presented on page 6 and shows a surplus as at 30 April 2021 of \$2,617,805.

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

Preparation

Prepared by: Erika Clement DCEO

Date prepared: 7-May-21

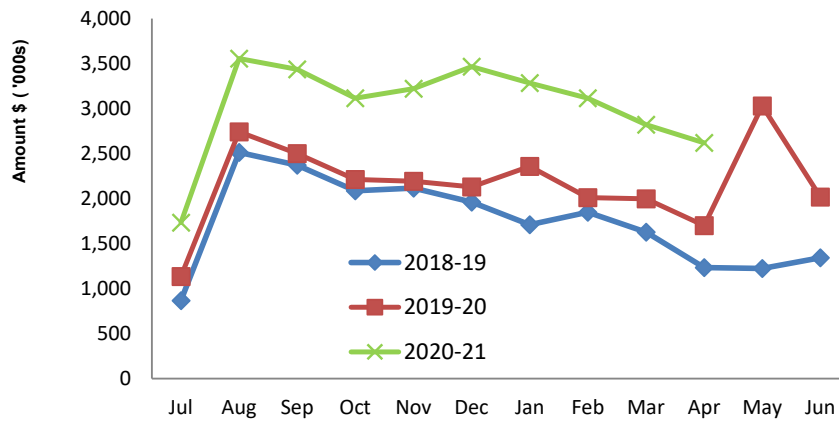
Reviewed by: Mark Hook CEO

Shire of Wickepin

Monthly Summary Information

For the Period Ended 30 April 2021

Liquidity Over the Year (Refer Note 3)



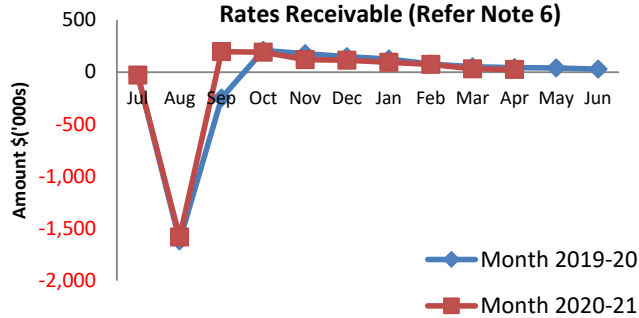
Cash and Cash Equivalents as at period end

Unrestricted	\$	2,803,986
Restricted	\$	2,248,893
	\$	5,052,879

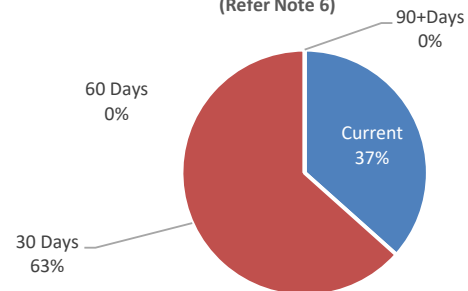
Receivables

Rates	\$	26,665
Other	\$	1,623
	\$	28,288

Rates Receivable (Refer Note 6)



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



Comments

Unrestricted cash includes the following payments in advance

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

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

Shire of Wickepin

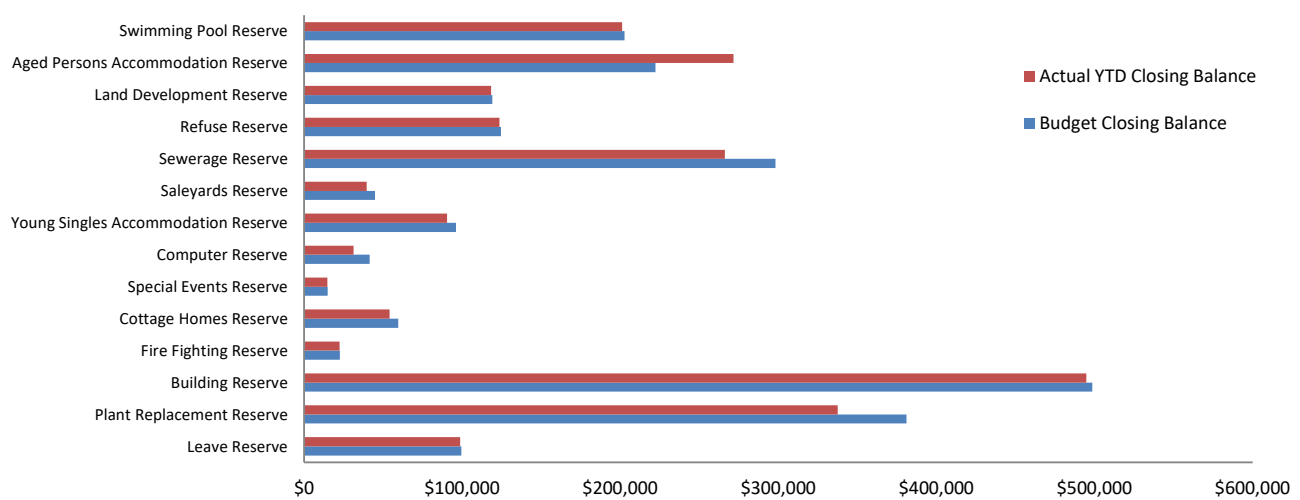
Monthly Summary Information

For the Period Ended 30 April 2021

Capital Expenditure Program YTD (Refer Note 13)



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



Comments

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

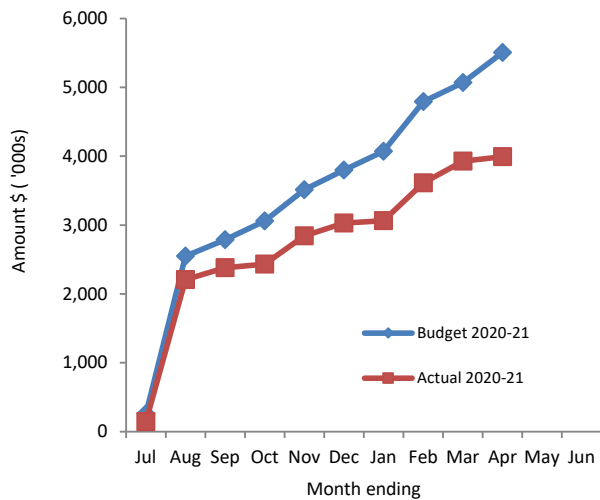
Shire of Wickepin

Monthly Summary Information

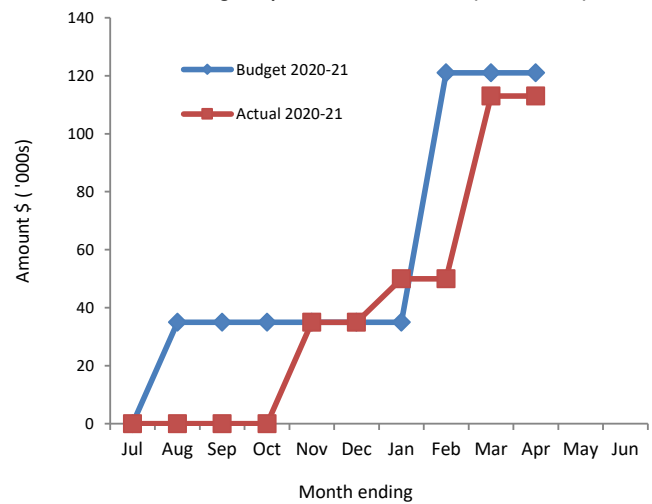
For the Period Ended 30 April 2021

Revenues

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

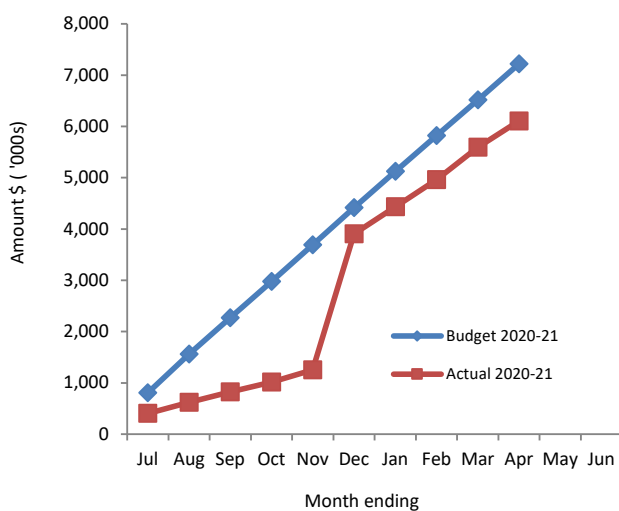


Budget Capital Revenue -v- Actual (Refer Note 2)

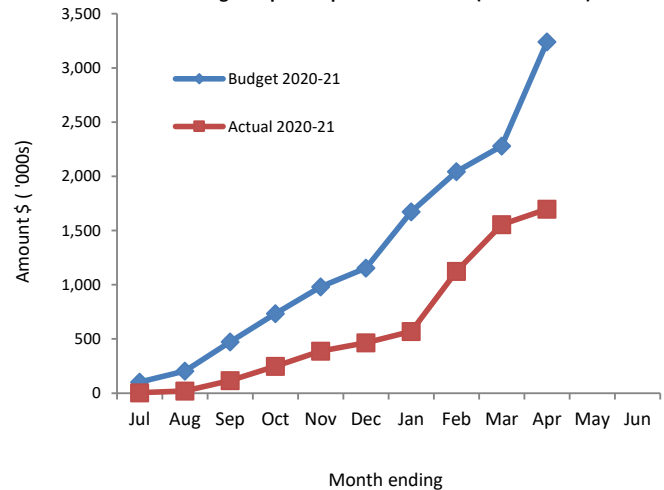


Expenditure

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



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



Comments

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

SHIRE OF WICKEPIN
STATEMENT OF FINANCIAL ACTIVITY
(Statutory Reporting Program)
For the Period Ended 30 April 2021

Note	Annual Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
Operating Revenues						
	\$	\$	\$	\$	%	
Governance	8,208	6,830	1,869	(4,961)	(72.64%)	
General Purpose Funding - Rates	1,370,075	1,370,100	1,363,296	(6,804)	(0.50%)	
General Purpose Funding - Other	778,745	583,625	579,441	(4,184)	(0.72%)	
Law, Order and Public Safety	87,111	77,290	99,987	22,697	29.37%	▲
Health	100	80	740	660	825.00%	
Education and Welfare	4,050	3,360	3,950	590	17.56%	
Housing	2,683,013	2,235,820	416,280	(1,819,540)	(81.38%)	▼
Community Amenities	172,970	167,173	211,673	44,500	26.62%	▲
Recreation and Culture	16,073	14283	30,765	16,482	115.40%	▲
Transport	716,469	665,019	823,043	158,024	23.76%	▲
Economic Services	417,011	347,480	413,244	65,764	18.93%	▲
Other Property and Services	40,500	33,730	48,652	14,922	44.24%	▲
Total Operating Revenue	6,294,325	5,504,790	3,992,939	(1,511,851)		
Operating Expense						
Governance	(474,680)	(409,015)	(338,060)	70,955	17.35%	▼
General Purpose Funding	(85,555)	(71,230)	(60,179)	11,051	15.52%	▼
Law, Order and Public Safety	(219,127)	(187,815)	(183,558)	4,257	2.27%	
Health	(28,109)	(23,360)	(15,305)	8,055	34.48%	
Education and Welfare	(25,427)	(21,130)	(10,330)	10,800	51.11%	▼
Housing	(1,462,220)	(1,219,140)	(113,948)	1,105,192	90.65%	▼
Community Amenities	(371,839)	(310,980)	(285,743)	25,237	8.12%	
Recreation and Culture	(1,064,068)	(888,001)	(830,910)	57,091	6.43%	
Transport	(4,499,909)	(3,749,660)	(3,925,601)	(175,941)	(4.69%)	
Economic Services	(322,008)	(268,180)	(204,296)	63,884	23.82%	▼
Other Property and Services	(75,119)	(71,318)	(138,914)	(67,596)	(94.78%)	▲
Total Operating Expenditure	(8,628,062)	(7,219,829)	(6,106,843)	1,112,986		
Funding Balance Adjustments						
Add back Depreciation	4,317,355	3,597,740	3,936,071	338,331	9.40%	
Adjust (Profit)/Loss on Asset Disposal	8,623	7,190	(10,780)	(17,970)	(249.93%)	▼
Adjust Provisions and Accruals	746	0	0	0		
Adjust Rounding	0	0	0	0		
Net Cash from Operations	1,992,987	1,889,891	1,811,387	(78,504)		
Capital Revenues						
Proceeds from Disposal of Assets	207,000	120,750	112,802	(7,948)	(6.58%)	
Total Capital Revenues	207,000	120,750	112,802	(7,948)		
Capital Expenses						
Land Held for Resale	0	0	0	0		
Land and Buildings	(2,227,626)	(1,633,404)	(542,529)	1,090,875	66.79%	▼
Infrastructure - Roads	(1,161,805)	(968,900)	(896,962)	71,938	7.42%	
Infrastructure - Footpaths	(20,000)	(16,670)	0	16,670	100.00%	▼
Infrastructure -Other	(235,000)	(134,330)	(29,368)	104,962	78.14%	▼
Plant and Equipment	(533,000)	(487,500)	(229,608)	257,892	52.90%	▼
Furniture and Equipment	0	0	0	0		
Total Capital Expenditure	(4,177,431)	(3,240,804)	(1,698,468)	1,542,336		
Net Cash from Capital Activities	(3,970,431)	(3,120,054)	(1,585,666)	1,534,388		
Financing						
Proceeds from New Debentures	440,000	0	408,000	408,000		
Proceeds from Advances	0	0	0	0		
Self-Supporting Loan Principal	6,582	6,582	6,582	(0)	(0.00%)	
Transfer from Reserves	51,321	0	0	0		
Advances to Community Groups	0	0	0	0		
Repayment of Debentures	(32,474)	(16,237)	(6,582)	9,655	59.46%	▼
Transfer to Reserves	(158,000)	0	0	0		
Net Cash from Financing Activities	307,429	(9,655)	408,000	417,655		
Net Operations, Capital and Financing	(1,670,015)	(1,239,818)	633,721	1,855,568		
Opening Funding Surplus(Deficit)	1,670,560	1,984,084	1,984,084	0	0.00%	
Closing Funding Surplus(Deficit)	545	744,266	2,617,805	1,855,568		

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

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

SHIRE OF WICKEPIN
STATEMENT OF FINANCIAL ACTIVITY
(By Nature or Type)
For the Period Ended 30 April 2021

	Note	Amended Annual Budget	Amended YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
Operating Revenues		\$	\$	\$	\$	%	
Rates	9	1,370,075	1,370,080	1,363,296	(6,784)	(0.50%)	
Operating Grants, Subsidies and Contributions	11	2,218,966	1,806,307	783,117	(1,023,190)	(56.65%)	▼
Fees and Charges		419,641	381,164	454,155	72,991	19.15%	▲
Service Charges		0	0	0	0		
Interest Earnings		35,500	25,410	8,531	(16,879)	(66.43%)	▼
Other Revenue		0	0	109	109		
Profit on Disposal of Assets	8	14,503	12,080	15,289			
Total Operating Revenue		4,058,685	3,595,041	2,624,497	(973,753)		
Operating Expense							
Employee Costs		(1,194,487)	(999,210)	(959,253)	39,957	4.00%	
Materials and Contracts		(2,706,507)	(2,262,634)	(878,856)	1,383,778	61.16%	▲
Utility Charges		(185,750)	(153,190)	(178,778)	(25,588)	(16.70%)	▼
Depreciation on Non-Current Assets		(4,317,355)	(3,597,740)	(3,936,071)	(338,331)	(9.40%)	
Interest Expenses		(8,636)	(7,398)	(852)	6,546	88.48%	▲
Insurance Expenses		(192,201)	(180,387)	(148,523)	31,864	17.66%	▲
Loss on Disposal of Assets	8	(23,126)	(19,270)	(4,509)			
Total Operating Expenditure		(8,628,062)	(7,219,829)	(6,106,843)	1,098,225		
Funding Balance Adjustments							
Add back Depreciation		4,317,355	3,597,740	3,936,071	338,331	9.40%	
Adjust (Profit)/Loss on Asset Disposal	8	8,623	7,190	(10,780)	(17,970)	(249.93%)	▼
Adjust Provisions and Accruals		746	0	0	0		
Adjust Rounding		0	0	0	0		
Net Cash from Operations		(242,653)	(19,858)	442,945	444,832		
Capital Revenues							
Grants, Subsidies and Contributions	11	2,235,640	1,909,749	1,368,442	(541,307)	(28.34%)	▼
Proceeds from Disposal of Assets	8	207,000	120,750	112,802	(7,948)	(6.58%)	
Total Capital Revenues		2,442,640	2,030,499	1,481,244	(549,255)		
Capital Expenses							
Land Held for Resale		0	0	0	0		
Land and Buildings	13	(2,227,626)	(1,633,404)	(542,529)	1,090,875	66.79%	▲
Infrastructure - Roads	13	(1,161,805)	(968,900)	(896,962)	71,938	7.42%	
Infrastructure - Footpaths	13	(20,000)	(16,670)	0	16,670	100.00%	▲
Infrastructure - Drainage	13	(235,000)	(134,330)	(29,368)	104,962	78.14%	▲
Plant and Equipment	13	(533,000)	(487,500)	(229,608)	257,892	52.90%	▲
Furniture and Equipment	13	0	0	0	0		
Total Capital Expenditure		(4,177,431)	(3,240,804)	(1,698,468)	1,542,336		
Net Cash from Capital Activities		(1,734,791)	(1,210,305)	(217,224)	993,081		
Financing							
Proceeds from New Debentures		440,000	0	408,000	408,000		
Proceeds from Advances		0	0	0	0		
Self-Supporting Loan Principal		6,582	6,582	6,582	(0)	(0.00%)	
Transfer from Reserves	7	51,321	0	0	0		
Advances to Community Groups		0	0	0	0		
Repayment of Debentures	10	(32,474)	(16,237)	(6,582)	9,655	59.46%	▲
Transfer to Reserves	7	(158,000)	0	0	0		
Net Cash from Financing Activities		307,429	(9,655)	408,000	417,655		
Net Operations, Capital and Financing		(1,670,015)	(1,239,818)	633,721	1,855,568		
Opening Funding Surplus(Deficit)	3	1,670,560	1,984,084	1,984,084	0	0.00%	
Closing Funding Surplus(Deficit)	3	545	744,266	2,617,805	1,855,568		

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

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

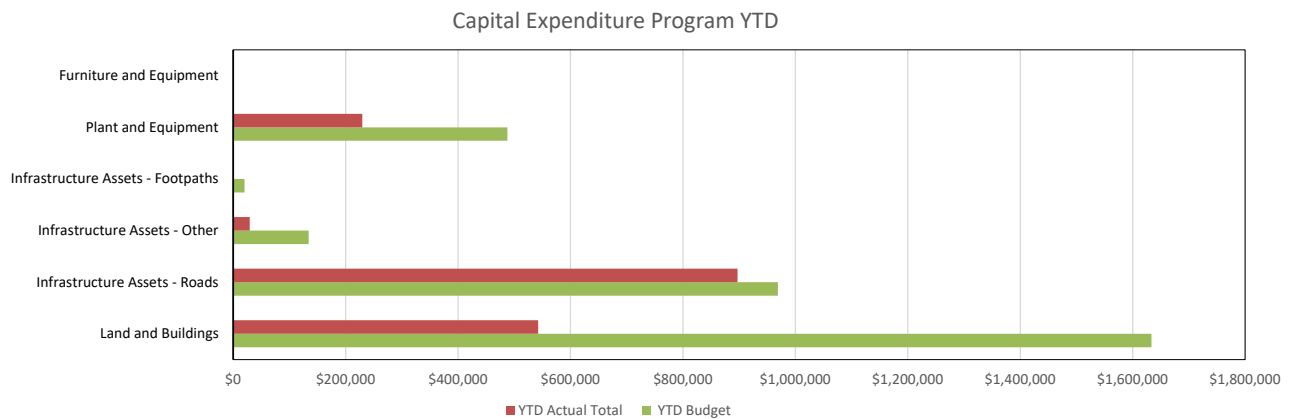
SHIRE OF WICKEPIN
STATEMENT OF CAPITAL ACQUISITIONS AND CAPITAL FUNDING
For the Period Ended 30 April 2021

Capital Acquisitions	Note	YTD 30 04 2021					Variance (d) - (c)
		YTD Actual New /Upgrade (a)	YTD Actual (Renewal Expenditure) (b)	YTD Actual Total (c) = (a)+(b)	YTD Budget (d)	Amended Annual Budget	
		\$	\$	\$	\$	\$	\$
Land and Buildings	13	542,529	0	542,529	1,633,404	2,227,626	(1,090,875)
Infrastructure Assets - Roads	13		896,962	896,962	968,900	1,161,805	(71,938)
Infrastructure Assets - Other	13	29,368	0	29,368	134,330	235,000	(104,962)
Infrastructure Assets - Footpaths	13	0	0	0	20,000	20,000	(20,000)
Plant and Equipment	13	229,608	0	229,608	487,500	533,000	(257,892)
Furniture and Equipment	13	0	0	0	0	0	0
Capital Expenditure Totals		801,506	896,962	1,698,468.00	3,244,134	4,177,431	(1,545,666)

Funded By:

Capital Grants and Contributions	1,368,442	2,235,640	2,235,640	867,198
Borrowings	408,000	0	440,000	408,000
Other (Disposals & C/Fwd)	112,802	120,750	8,623	(7,948)
Own Source Funding - Cash Backed Reserves				
Aged Accommodation Reserve	0	0	51,321	0
Building Reserve				
Total Own Source Funding - Cash Backed Reserves	0	0	(51,321)	0
Own Source Funding - Operations	(190,776)	887,744	1,441,847	(1,078,520)
Capital Funding Total	1,698,468	3,244,134	4,177,431	(1,545,666)

Comments and graphs



SHIRE OF WICKPIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 April 2021

1. SIGNIFICANT ACCOUNTING POLICIES

(a) Basis of Accounting

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

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

Critical Accounting Estimates

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

(b) The Local Government Reporting Entity

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

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

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

(c) Rounding Off Figures

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

(d) Rates, Grants, Donations and Other Contributions

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

(e) Goods and Services Tax

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

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

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

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

SHIRE OF WICKEPIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 April 2021

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(f) Cash and Cash Equivalents

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

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

(g) Trade and Other Receivables

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

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

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

(h) Inventories

General

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

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

Land Held for Resale

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

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

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

(i) Fixed Assets

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

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

SHIRE OF WICKEPIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 April 2021

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(j) Depreciation of Non-Current Assets

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

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

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

(k) Trade and Other Payables

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

(l) Employee Benefits

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

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

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

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

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

SHIRE OF WICKEPIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 April 2021

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(m) Interest-bearing Loans and Borrowings

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

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

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

Borrowing Costs

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

(n) Provisions

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

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

(o) Current and Non-Current Classification

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

SHIRE OF WICKEPIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 April 2021

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(p) Nature or Type Classifications

Rates

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

Operating Grants, Subsidies and Contributions

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

Non-Operating Grants, Subsidies and Contributions

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

Profit on Asset Disposal

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

Fees and Charges

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

Service Charges

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

Interest Earnings

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

Other Revenue / Income

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

Employee Costs

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

Materials and Contracts

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

Utilities (Gas, Electricity, Water, etc.)

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

SHIRE OF WICKPIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 April 2021

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(q) Nature or Type Classifications (Continued)

Insurance

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

Loss on asset disposal

Loss on the disposal of fixed assets.

Depreciation on non-current assets

Depreciation expense raised on all classes of assets.

Interest expenses

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

Other expenditure

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

(r) Statement of Objectives

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

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

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

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

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

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

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

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

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

(s) GOVERNANCE

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

GENERAL PURPOSE FUNDING

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

LAW, ORDER, PUBLIC SAFETY

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

HEALTH

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

**SHIRE OF WICKEPIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 April 2021**

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(s) Reporting Programs (Continued)

HOUSING

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

COMMUNITY AMENITIES

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

RECREATION AND CULTURE

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

TRANSPORT

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

ECONOMIC SERVICES

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

OTHER PROPERTY & SERVICES

Plant works, plant overheads and stock of materials.

SHIRE OF WICKPIN
NOTES TO FINANCIAL ACTIVITY STATEMENT
For the Period Ended 30 April 2021

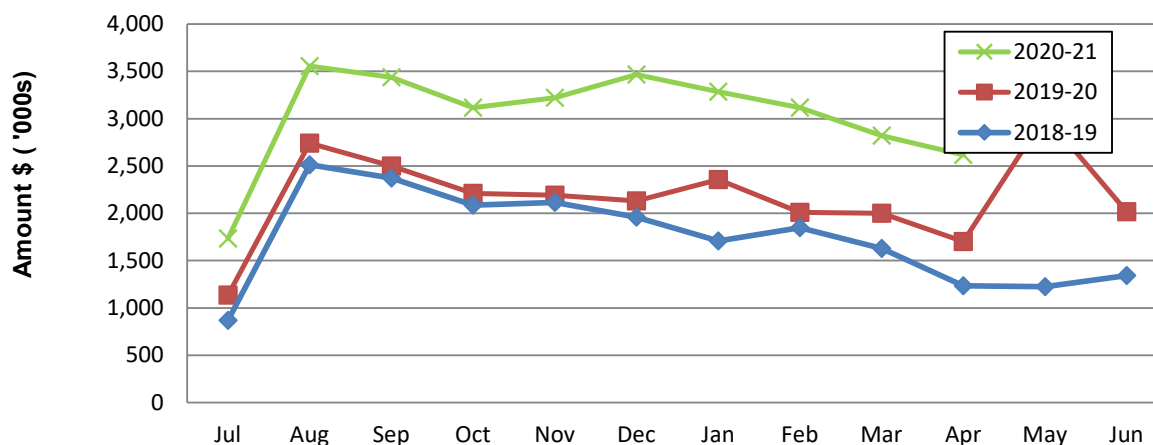
Note 2: EXPLANATION OF MATERIAL VARIANCES

Reporting Program	Var. \$	Var. %	Var.	Timing/ Permanent	Explanation of Variance
Operating Revenues	\$	%			
Governance	(4,961)	(72.64%)			
General Purpose Funding - Other	(4,184)	(0.72%)			
Law, Order and Public Safety	22,697	29.37%	▲	Permanent	Higher Fines/Penalties, Increase in Dog Registrations
Housing	(1,819,540)	(81.38%)	▼	Timing	Income not yet received for WSAHA grant
Community Amenities	44,500	26.62%	▲	Permanent	Increase in cemetery fees, planning fees
Recreation and Culture	16,482	115.40%	▲	Permanent	Saluting their Service Grant- unbudgeted
Transport	158,024	23.76%	▲	Permanent	Increase in Road Project Grants
Economic Services	65,764	18.93%			
Other Property and Services	14,922	44.24%	▲	Permanent	Higher Private Works Charges
Operating Expense					
Governance	70,955	17.35%	▼	Timing	Various Cost down- Consultancy, Staff Training, Conference Expenses. Admin Salaries
General Purpose Funding	11,051	15.52%	▼	Timing	Various Account Costs down-Bank fees, Valuation expenses
Law, Order and Public Safety	4,257	2.27%			
Health	8,055	34.48%			
Education and Welfare	10,800	51.11%	▼	Timing	Costs Down - Donations (Transport and Refreshments Schools), CDO projects.
Housing	1,105,192	90.65%	▼	Timing	Aged Unit costs down
Community Amenities	25,237	8.12%			
Recreation and Culture	57,091	6.43%			
Transport	(175,941)	(4.69%)			
Economic Services	63,884	23.82%	▼	Timing	Various Account Costs down - Area Promotion, Rural Counselling, Group Scheme - Narrogin. Caravan Park Maintenance (Units)
Other Property and Services	(67,596)	(94.78%)	▲	Permanent	More Long Service Leave taken than budgeted.
Capital Revenues					
Grants, Subsidies and Contributions	(541,307)	(28.34%)	▼	Timing	Housing income not yet received
Proceeds from Disposal of Assets	(7,948)	(6.58%)			
Capital Expenses					
Land and Buildings	1,090,875	66.79%	▼	Timing	WSAHA Project behind, Staff housing on track
Infrastructure - Roads	71,938	7.42%			
Infrastructure - Footpaths	16,670	100.00%	▼	Timing	Projects not yet commenced (Starting May 2021)
Plant and Equipment	257,892	52.90%	▼	Timing	Plant still to be purchased (Delays on Delivery)
Furniture and Equipment	0				
Financing					
Loan Principal	9,655	59.46%	▼		New Loan - First Payment June 2021

SHIRE OF WICKPIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 April 2021

Note 3: NET CURRENT FUNDING POSITION

Positive=Surplus (Negative=Deficit)			
Note	YTD 30 Apr 2021	30 June 2020	YTD 29 Apr 2020
	\$	\$	\$
Current Assets			
Cash Unrestricted	4 2,803,986	2,178,143	975,440
Cash Restricted	4 2,248,893	2,248,893	1,274,113
Receivables - Rates	6 26,665	29,869	73,835
Receivables -Other	6 1,623	1,710	112,223
Interest / ATO Receivable/Trust	13,923	110,221	27,693
Inventories		0	0
	5,095,089	4,568,835	2,463,304
Less: Current Liabilities			
Payables	(23,573)	(115,755)	(26,842)
Provisions	(204,819)	(220,104)	(144,743)
	(228,392)	(335,859)	(171,586)
Less: Cash Reserves	7 (2,248,893)	(2,248,893)	(1,274,113)
Net Current Funding Position	2,617,805	1,984,084	1,017,605

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

SHIRE OF WICKEPIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 April 2021

Note 4: CASH AND INVESTMENTS

	Interest Rate	Unrestricted \$	Restricted \$	Trust \$	Total Amount \$	Institution	Maturity Date
(a) Cash Deposits							
Municipal Bank Account	0.00%	711,697			711,697	ANZ	At Call
Reserve Bank Account	0.00%		93		93	ANZ	At Call
Trust Bank Account	0.00%			31,847	31,847	ANZ	At Call
Cash On Hand	Nil	700.00			700	N/A	On Hand
(b) Term Deposits							
Municipal							
Municipal	0.60%				0	BB	08-Apr-21
Municipal					0		
Municipal	0.05%	2,091,590			2,091,590	WA Treasury	At Call
Reserve	0.20%		2,248,800		2,248,800	ANZ	30-Apr-21
Trust	0.20%			172,644	172,644	ANZ	30-Apr-21
Total		2,803,986	2,248,893	204,491	5,257,370		

Comments/Notes - Investments

SHIRE OF WICKEPIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 April 2021

Note 5: BUDGET AMENDMENTS

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

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

SHIRE OF WICKEPIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 April 2021

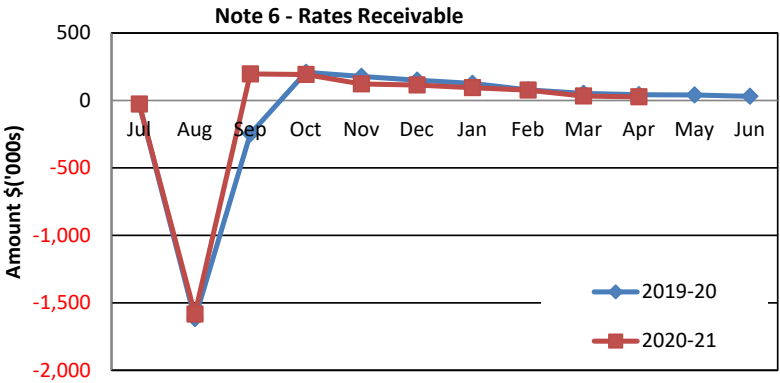
Note 6: RECEIVABLES

Receivables - Rates Receivable

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

Net Rates Collectable
% Collected

YTD 30 Apr 2021	30 June 2020
\$ 19,522	\$ 19,522
1,534,062	1,534,110
(1,526,919)	(1,519,102)
26,665	34,530
26,665	34,530
98.28%	97.78%



Comments/Notes - Receivables Rates

Receivables - General

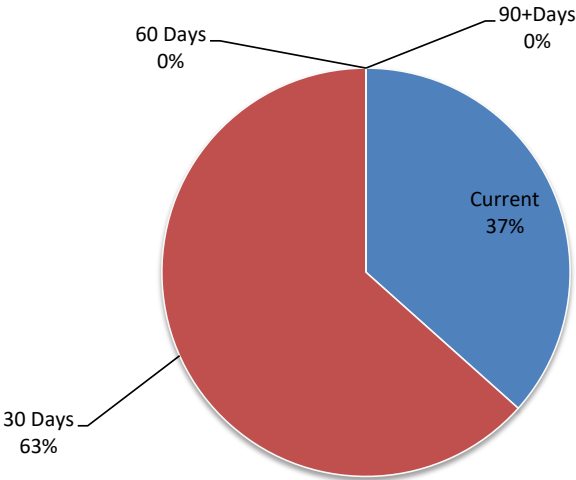
Receivables - General

Total Receivables General Outstanding

Amounts shown above include GST (where applicable)

	Current	30 Days	60 Days	90+Days
	\$	\$	\$	\$
Receivables - General	594	1,029	0	0
Total Receivables General Outstanding	1,623			

Note 6 - Accounts Receivable (non-rates)



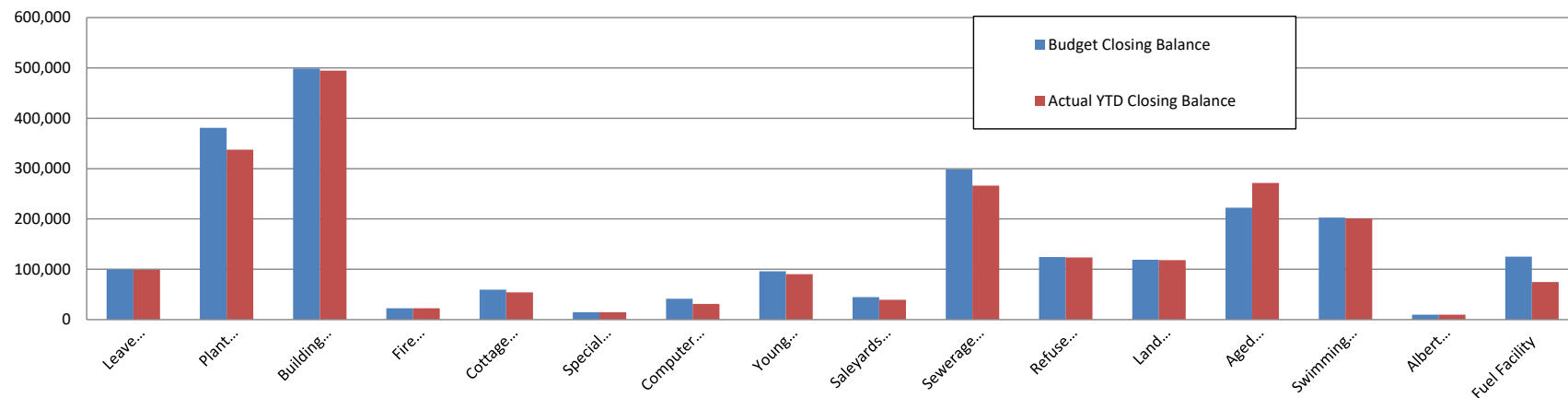
Comments/Notes - Receivables General

SHIRE OF WICKEPIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 April 2021

Note 7: Cash Backed Reserve

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

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



SHIRE OF WICKEPIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 April 2021

Note 8 CAPITAL DISPOSALS

Actual YTD Profit/(Loss) of Asset Disposal				Disposals	Amended Current Budget			
					YTD 30 04 2021			
Cost	Accum Depr	Proceeds	Profit (Loss)		Amended Annual Budget Profit/(Loss)	Actual Profit/(Loss)	Variance	
\$	\$	\$	\$		\$	\$	\$	
				Plant and Equipment				
37,777	2,329	34,995	(454)	P0AJ Isuzu	4,052	(454)	(4,505)	
			0	Holden Colorado CEO	4,052	0	(4,052)	
			0	P2283 Toyota Forklift	2,000	0	(2,000)	
56,000	26,128	41,818	11,946	P1955 Hino 300 Construction Dual Cab	4,400	11,946	7,546	
			0	P698 Hino Tip Truck - Gardeners	(13,200)	0	13,200	
32,729	14,715	21,358	3,343	P468A Holden Colorado Tray Top Ute	(194)	3,343	3,537	
34,000	15,314	14,631	(4,055)	P632A Holden Colorado 4x4 Ute	(4,400)	(4,055)	345	
				Pfacey Toyota Hilux PFacey	(5,332)	0	5,332	
160,506	58,485	112,802	10,780		(8,623)	10,780	19,403	

Comments - Capital Disposal/Replacements

SHIRE OF WICKEPIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 April 2021

Note 9: RATING INFORMATION											
RATE TYPE	Rate in \$	Number of Properties	Rateable Value \$	Rate Revenue \$	Interim Rates \$	Back Rates \$	Total Revenue \$	Amended Budget Rate Revenue \$	Amended Budget Interim Rate \$	Amended Budget Back Rate \$	Amended Budget Total Revenue \$
Differential General Rate											
GRV	0.073020	194	1,751,499	127,894	364	0	128,258	127,894			127,894
UV	0.008885	278	148,803,150	1,322,116	675		1,322,791	1,322,278			1,322,278
Sub-Totals		472	150,554,650	1,450,010	1,039	0	1,451,050	1,450,172	0	0	1,450,172
Minimum Payment	Minimum \$										
GRV	400.00	63	158,748	25,200			25,200	25,200			25,200
UV	400.00	14	325,246	5,600			5,600	6,000			6,000
Sub-Totals		77	483,994	30,800	0	0	30,800	31,200	0	0	31,200
Ex Gratia Rates							1,481,850				1,481,372
Discount							17,190				11,734
Rates Writeoffs							(135,718)				(128,450)
							(26)				(25)
Amount from General Rates							1,363,296				1,364,631
Specified Area Rates											
Totals							1,363,296				1,364,631

Comments - Rating Information

SHIRE OF WICKEPIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 April 2021

10. INFORMATION ON BORROWINGS**(a) Debenture Repayments**

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

All debenture repayments were financed by general purpose revenue.

(b) New Debentures

No new debentures were raised during the reporting period.

SHIRE OF WICKEPIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 April 2021

Note 11: GRANTS AND CONTRIBUTIONS

Program/Details GL	Grant Provider	Approval	2020-21 Budget	Variations Additions (Deletions)			Recoup Status	
					Operating	Capital	Received	Not Received
		(Y/N)	\$	\$	\$	\$	\$	\$
GENERAL PURPOSE FUNDING								
Grants Commission - General	WALGGC	Y	514,217	0	514,217	0	391,487	122,731
Grants Commission - Roads	WALGGC	Y	224,978	0	224,978	0	173,952	51,026
LAW, ORDER, PUBLIC SAFETY								
FESA Grant - Operating Bush Fire Brigade	Dept. of Fire & Emergency Serv.	Y	35,363	0 0	35,363	0	48,583	(13,220) 0
HOUSING								
WSAHA Grant	DPIRD	Y	13,158		13158		0	13,158
WSAHA Grant	DPIRD	Y	1,300,000			1,300,000	0	1,300,000
WSAHA Grant	DPIRD	Y	1,300,205			1,300,205	350,000	950,205
EDUCATION & WELFARE								
Albert Facey Tour		N	3,750		3,750	0		3,750
COMMUNITY AMENITIES								
Living Lakes Grant		Y		31,595	31,595		31,595	0
RECREATION AND CULTURE								
Saluting their Service		N		10,000			10,000	0
ECONOMIC SERVICES								
LRCI Funding		Y	363,866			363,866	348,263	15,603
TRANSPORT								
Roads To Recovery Grant - Cap	Roads to Recovery	Y	327,069	0	0	327,069	277,140	49,929
RRG Grants - Capital Projects	Regional Road Group	Y	244,500	0	0	244,500	393,039	(148,539)
Direct Grant - Maintenance	Dept. of Transport	Y	127,500	0	127,500	0	127,500	0
TOTALS			4,454,606	41,595	950,561	3,535,640	2,151,559	2,344,643
Operating	Operating		2,218,966				783,117	
Non-Operating	Non-operating		2,235,640				1,368,442	
			<u>4,454,606</u>				<u>2,151,559</u>	

SHIRE OF WICKEPIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 April 2021

Note 12: TRUST FUND

Funds held at balance date over which the Shire has no control and which are not included in this statement are as follows:

Description	Opening Balance 1 Jul 20	Amount Received	Amount Paid	Closing Balance 30-Apr-21
	\$	\$	\$	\$
Housing Bonds	0.00	1,110.00	-1,110.00	0.00
Master Key Deposits	0.00	4,200.00	-3,720.00	480.00
Nomination Deposits	0.00	0.00	0.00	0.00
Building and BCITF	0.00	3,383.26	-763.90	2,619.36
Cat/Dog Trap Hire	50.00	100.00	-100.00	50.00
WDSC Replacement Greens	119,339.10	12,500.00	0.00	131,839.10
Miscellaneous Trust	6,374.66	1,224.00	-1,224.00	6,374.66
Yealering Bowling Club Greens	55,707.65	7,900.00	0.00	63,607.65
Licensing		253,002.00	-253,002.00	0.00
	181,471.41	283,419.26	-259,919.90	204,970.77

Level of Completion Indicators



SHIRE OF WICKEPIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 April 2021

Note 13: CAPITAL ACQUISITIONS

30/04/2021							
		Annual Budget	Amended YTD Budget	YTD Actual	Variance (Under)/Over	YTD Actual (Renewal Exp)	Strategic Reference / Comment
Infrastructure Assets							
Land & Buildings							
Housing							
STAFF HOUSE	CSH12	(440,000)	(293,333)	(332,054)	38,721		
SMITH STREET FENCE	LHS11C	(4,700)	(4,700)	(3,318)	(1,382)		
RINTEL STREET FENCE	LHS1C	(24,000)	(24,000)	(22,478)	(1,522)		
Housing Total		(468,700)	(322,033)	(357,850)	35,817		0
Other Housing							
CAPITAL EXPENSE - LIFESTYLE VILLAGE	3272	(1,351,526)	(1,081,221)	(155,699)	(925,522)		
Other Housing Total		(1,351,526)	(1,081,221)	(155,699)	(925,522)		
Community Amenities							
Industrial Shed	CWBC1	(340,000)	(170,000)	0			0
Community Amenities Total		(340,000)	(170,000)	0	0		
Recreation and Culture							
Wickepin Hall Reroof	CLPH1	(18,500)	(15,420)	0	(15,420)		
Yealering Hall - Ramp	CLPH2	(7,000)	(7,000)	(10,373)	3,373		
Yealering Golf Club	YGCC	(8,400)	(8,400)	(2,830)	(5,570)		
Yealering Bowling Club - Eave repair	LYBC	(8,500)	(8,500)	(4,889)	(3,611)		
Recreation And Culture Total		(42,400)	(39,320)	(18,092)	(21,228)		
Transport							
DEPOT		(25,000)	(20,830)	(10,888)	(9,942)		
Transport Total		(25,000)	(20,830)	(10,888)	(9,942)		
Land and Buildings Total		(2,277,626)	(1,633,404)	(547,529)	(920,875)		0
Footpaths							
Transport							
FOOTPATHS	LFP1	(20,000)	(16,670)	0	(16,670)		
Transport Total		(20,000)	(16,670)	0	(16,670)		0
Footpaths Total		(20,000)	(16,670)	0	(16,670)		0
Plant , Equip. & Vehicles							
Governance							
CEO VEHICLE		(91,000)	(45,500)	(43,377)	(2,123)		0
Governance Total		(91,000)	(45,500)	(43,377)	(2,123)		0
Transport							
Hino Truck	6034	(108,000)	(108,000)	(88,360)	(19,640)		0
Hino Tip Truck	6034	(63,000)	(63,000)	0	(63,000)		0
Toyota Forklift	6034	(55,000)	(55,000)	0	(55,000)		0
Colorado S/Cab Ute	6034	(42,000)	(42,000)	(36,659)	(5,341)		0
Colorado S/cab Ute	6034	(42,000)	(42,000)	(41,358)	(642)		0
Toyota Hilux Dual Cab	6034	(57,000)	(57,000)	0	(57,000)		0
High Pressure Cleaner	6034	0	0	(6,463)	6,463		0
Twindrum Roller	6034	(60,000)	(60,000)	0	(60,000)		0
Metro Counters	6034	(15,000)	(15,000)	(13,391)	(1,609)		0
Transport Total		(442,000)	(442,000)	(186,231)	(255,769)		0
Plant , Equip. & Vehicles Total		(533,000)	(487,500)	(229,608)	(257,892)		0
Infrastructure Other							
Community Amenity							
Card Swipe Wickepin Tip Gates	3824	(10,000)	(8,330)	0	8,330		
Relocation Waste Oil	3534	(14,000)	(11,670)	0	11,670		
Community Amenity Total		(24,000)	(20,000)	0	8,330		0
Recreation and Culture							
PUMP & BORE - OVAL WATER	RETU	(30,000)	(25,000)	(3,400)	(26,600)		
WICKEPIN OVAL LIGHTS	WKLI	(35,000)	0	(490)	(34,510)		
SWIMMING POOL - EXPANSION JOINTS	LSP3	(70,000)	(58,330)	0	(70,000)		
HARRSMITH DAM	3988	(23,000)	(23,000)	0			
LIMESTONE WALL - TANKS WICKEPIN OVAL	WLC1	(8,000)	(8,000)	(1,882)	(6,118)		
Recreation And Culture Total		(166,000)	(114,330)	(5,772)	(137,228)		0
Economic Services							
Standpipe Controllers	7104	(45,000)	(45,000)	(23,597)			
Economic Services Total		(45,000)	0	(23,597)	(21,403)		0
Infrastructure Other Total		(249,000)	(124,330)	(29,968)	8,330		0
Roads							
Transport Regional Road Group							
Pingelly Wickepin Road	RG003	(366,200)	(305,170)	(369,934)	3,734		
Bin Road	RG086	(351,420)	(293,570)	(309,451)	(41,969)		0
Regional Road Group Total		(717,620)	(598,740)	(679,384)	(38,236)		0
Transport Roads to Recovery							
84 Gate Road	R2R031	(57,190)	(47,660)	(3,792)	(43,868)		0
Toolibin North Road	R2R010	(80,470)	(67,060)	(84,116)	17,056		0
Tincurrin North Road	R2R011	(95,835)	(79,860)	(9,795)	(70,065)		0
Wickepin North Road	R2015	(119,480)	(99,570)	(119,875)	20,305		0
Roads to Recovery Total		(352,975)	(294,150)	(217,578)	(76,572)		0
Council Resources Construction							
Fleay Road	C55	(44,755)	(37,300)	0	(37,300)		0
Malyalling Road	CO036	(46,455)	(38,710)	0	(38,710)		0
Council Resources Construction Total		(91,210)	(76,010)	0	(76,010)		0
Roads Total		(1,161,805)	(968,900)	(896,962)	(190,817,70)		0.00
Capital Expenditure Total		(4,177,431)	(3,240,804)	(1,698,468)	(1,377,925)		0

GOVERNANCE, AUDIT AND COMMUNITY SERVICES

10.2.03 – Development & Regulatory Services

Submission To:	Ordinary Council
Location / Address:	Whole Shire
Name of Applicant:	Azhar Awang, Executive Manager Development & Regulatory Services, Shire of Narrogin
File Reference:	CM.REP.2203
Author:	Azhar Awang, Executive Manager Development & Regulatory Services, Shire of Narrogin
Disclosure of any Interest:	Nil
Date of Report:	12 May 2021

Enclosure/Attachments: Nil

Summary:

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

Background:

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

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

Comments:

PLANNING OFFICER'S REPORT

Planning Approvals

Nil

Upcoming Council Agenda for May 2021

Nil

Referrals & Subdivision clearances

Nil

BUILDING SURVEYOR'S REPORT

There was one (1) Building Approval for the month of April 2021 and general advice, phone calls and emails.

Building type	Building Permit No	Approval date	Unique property identifier	Lot No	Street number	Street name	Suburb name	Building work	Value	Owner's name	Builder's name
Building Permit	2021009	8/4/21	A6065	50	14	Smith Street	Wickepin	Dwelling	448,981	Shire of Wickepin	Modular WA

ENVIRONMENTAL HEALTH OFFICER'S REPORT

- 1) Completed Wickepin Recycled Water Scheme as required by the Department of Health, obtained a list of improvement items on the scheme, currently drafting the report on the scheme in regards to the Recycled Water Quality Management Plan (RWQMP).
- 2) Provided the Food Business Registration Certificate to the new owner of Wickepin Hotel
- 3) Inspected the septic system on 425 Sparks Rd East Wickepin

Statutory Environment:

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

Policy Implications:

Nil

Financial Implications:

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

Strategic Implications:

GOAL 9: Our communities are engaged, have a healthy lifestyle and are safe			
SHORT TERM STRATEGY	MEDIUM TERM STRATEGY	POINT OF MEASUREMENT	10 YR OUTCOME
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"> - Number of emergency service volunteers are retained and increase - Number of Local Emergency Management Committee meetings held annually - Achievement of emergency service strategies Reduction in drink driving offences - No fatal road accidents in the Shire 	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"> - Invite Natural Resource Management organisations to present to Council - Amount of external funding attracted for natural resource management activities in our Shire 	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"> - Customer survey results demonstrate a high level of knowledge of Council operations 	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 2021.

Voting Requirements:

Simple majority

Resolution No 190521- 06**Moved Cr Lansdell / Seconded Cr Mearns**

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

Carried 5/0

GOVERNANCE, AUDIT AND COMMUNITY SERVICES**10.2.04 – Chief Executive Officer – Annual Performance Appraisal 2021**

Submission To:	Ordinary Council
Location/Address:	Whole Shire
Name of Applicant:	Mark Hook, Chief Executive Officer
File Reference:	Personnel File PF.S74
Author:	Mark Hook, Chief Executive Officer
Disclosure of any Interest:	CEO Mark Hook
Date of Report:	4 May 2021

Enclosure/Attachments:

Performance appraisal report dated 19 May 2021 from John Phillips Consulting.

Summary:

Council is being requested to adopt the 2020/2021 CEO performance review and set the KPI's for 2021/2022.

Background:

Council engaged John Philips Consulting to undertake a performance appraisal of the Chief Executive Officer, Mr Mark Hook. Councillors and the CEO completed feedback forms from which a feedback report was compiled by John Phillips Consulting.

Council met to discuss the feedback report with the CEO, facilitated by John Philips, with a view to concluding the process with the compilation of a Performance Appraisal Final Report.

Attached to this agenda is the final report undertaken by Mr John Phillips.

Comments:

The review of Mr Mark Hook's performance has been conducted in accordance with the applicable statutory and regulatory requirements as follows:

Section 5.38 of the Act prescribes that:

- (1) A local government must review the performance of the CEO if the CEO is employed for a term of more than 1 year.
- (2) The CEO must ensure that the performance of each other employee who is employed for more than 1 year is reviewed.
- (3) A review under subsection (1) or (2) must be conducted at least once in relation to each year of the person's employment.

Section 5.39 of the Act prescribes that the CEO contract:

- Must include performance criteria, for the purposes of reviewing the CEO's performance.

Section 5.39 A - Model standards for CEO recruitment, performance and termination

- (1) Regulations must prescribe model standards for local governments in relation to the following
 - the review of the performance of CEOs

Regulation 18FA - model standards

- Standard 2.1 Performance criteria is specific, relevant, measurable, achievable and time based.
- Standard 2.2 the performance criteria and the performance process are recorded in a written document, negotiated with and agreed upon by the CEO and council.
- Standard 2.3 The CEO is informed about how their performance will be assessed and managed and the results of their performance assessment.
- Standard 2.4 the collection of evidence regarding performance outcomes is thorough and comprehensive.
- Standard 2.5 Assessment is made free from bias and based on the CEO's achievements against documented performance criteria, and decisions and actions are impartial and transparent.

The aggregated responses obtained from elected members indicate that, overall, Mr Hook is rated as meeting the performance requirements for the position Chief Executive Officer of the Shire of Wickepin. This is the same rating as provided by Mr. Hook in his own self-assessment. It is also the same outcome as for the 2020 annual review.

Statutory Environment:

Local Government Act 1995 sections 5.38 and 5.39(3)(b)

5.38. Annual review of certain employees' performances

The performance of each employee who is employed for a term of more than one year, including the CEO and each senior employee, is to be reviewed at least once in relation to every year of the employment.

5.39. Contracts for CEO and senior employees

- (3) A contract under this section is of no effect unless —
- (a) the expiry date is specified in the contract; and
 - (b) there are specified in the contract performance criteria for the purpose of reviewing the person's performance; and
 - (c) any other matter that has been prescribed as a matter to be included in the contract has been included.

Local Government Administration Regulations

18D. Performance review of CEO, local government's duties as to

A local government is to consider each review on the performance of the CEO carried out under section 5.38 and is to accept the review, with or without modification, or to reject the review.

Policy Implications: Nil

Financial Implications: Nil

The performance appraisal cost to Council was \$1,650 GST inclusive.

Strategic Implications: Nil

Recommendations:

That Council:

- (1) Notes that Mr Mark Hook's Performance Review in his role as Chief Executive Officer for the Shire of Wickpin for 2020/21 has been undertaken;
- (2) Endorses Mr Hook's overall rating of 'Meets Performance Requirements';
- (3) Schedules the next review of the CEO's performance to be completed by 31 March 2022;
- (4) Endorses the Key Result Areas for the 2021/22 appraisal period.

Voting Requirements: Simple majority.

Resolution No 190521-07

Moved Cr Allan / Seconded Cr W Astbury

That Council:

- (1) Notes that Mr Mark Hook's Performance Review in his role as Chief Executive Officer for the Shire of Wickpin for 2020/21 has been undertaken;
- (2) Endorses Mr Hook's overall rating of 'Meets Performance Requirements';
- (3) Schedules the next review of the CEO's performance to be completed by 31 March 2022;
- (4) Endorses the Key Result Areas for the 2021/22 appraisal period.

Carried 5/0

GOVERNANCE, AUDIT AND COMMUNITY SERVICES

10.2.05 – Noongar Heritage Agreement for Local Government

Submission To:	Ordinary Council
Location/Address:	Whole Shire
Name of Applicant:	BHW Consulting
File Reference:	CP.A&D.505, GR.MEE.1414
Author:	Mark Hook, Chief Executive Officer
Disclosure of any Interest:	Nil
Date of Report:	7 May 2021

Enclosure/Attachments:

1. LEL Presentation to CCZ Pingelly 23/04/2021
2. Map SWS Agreement areas
3. Noongar /agreement Flowchart

Summary:

Council is being requested to advise the WALGA Central Country Zone that it agrees with the following recommendations being put to the WALGA CCZ Meeting on Friday 25 June 2021:

1. Notes the suggestion from guest speaker Marcus Holmes, Principal of lawyers Land Equity Legal, that local governments defer consideration of entry into a Local Government version Noongar Heritage Agreement until Noongar Regional Corporations have been established, the Federal joint committee on the Juukan Gorge inquiry has released its final report, and the State's proposed Aboriginal Cultural Heritage Bill has been enacted;
2. Recommends to its members that they ensure interim compliance with the Aboriginal Heritage Act 1972 and any applicable Aboriginal heritage risk management policies and procedures through the Department of Planning, Lands and Heritage and Department of Premier and Cabinet;
3. Seeks ongoing consultation with the State Government, WALGA and SWALSC about the management of, resourcing and implications for local government of the Noongar Native Title Settlement; and
4. Endorses the offer of legal advice and assistance to the Zone and/or its members from Land Equity Legal regarding local government management of Aboriginal heritage and the Noongar Native Title Settlement, and instructs the Executive Officer to confer with Mr Marcus Holmes regarding terms of any engagement of Land Equity Legal's services by the Zone and/or members and to then update the Zone by email as to such terms so that the Zone and/or its members (singly or collectively) can decide if they wish to take up a retainer.

Background:

At Central Country Zone meeting the recommendation shown below were considered by the meeting delegates, following a presentation by Marcus Holmes from Land Equity Legal on the Template Noongar Heritage Agreement for Local Government and the Aboriginal and the Cultural Heritage Bill (Draft) 2020:

That the Central Country Zone:

1. Notes the suggestion from guest speaker Marcus Holmes, Principal of lawyers Land Equity Legal, that local governments defer consideration of entry into a Local Government version Noongar

Heritage Agreement until Noongar Regional Corporations have been established, the Federal joint committee on the Juukan Gorge inquiry has released its final report, and the State's proposed Aboriginal Cultural Heritage Bill has been enacted;

2. Recommends to its members that they ensure interim compliance with the Aboriginal Heritage Act 1972 and any applicable Aboriginal heritage risk management policies and procedures through the Department of Planning, Lands and Heritage and Department of Premier and Cabinet;
3. Seeks ongoing consultation with the State Government, WALGA and SWALSC about the management of, resourcing and implications for local government of the Noongar Native Title Settlement; and
4. Endorses the offer of legal advice and assistance to the Zone and/or its members from Land Equity Legal regarding local government management of Aboriginal heritage and the Noongar Native Title Settlement, and instructs the Executive Officer to confer with Mr Marcus Holmes regarding terms of any engagement of Land Equity Legal's services by the Zone and/or members and to then update the Zone by email as to such terms so that the Zone and/or its members (singly or collectively) can decide if they wish to take up a retainer.

Comments:

Following consideration of the above recommendation the meeting resolved as follows:

That the Zone defer any decision on the recommendations relating to the Template Noongar Heritage Agreement for Local Government Aboriginal and the Cultural Heritage Bill (Draft) 2020 until the Zone meeting scheduled to be held Friday 25 June 2021 at which time the Executive Officer will have prepared a report for the Zone's consideration.

The South West Native Title Settlement (Settlement) is the most comprehensive Native Title agreement negotiated in Australian history. It involves around 30,000 Noongar people and covers approximately 200,000 square kilometres of the South-West region. Whilst the effects of the Settlement, the enactment of new Aboriginal Heritage legislation and any recommendations arising from the Juukan Gorge inquiry won't be apparent for some time, Councils need to be aware of the issues and the potential each of these factors may have on both themselves and their communities.

The WALGA CCZ Executive has requested that this matter be listed for consideration at the Shire of Wickepin's May 2021 Council meeting.

Following is the extract from the WALGA CCZ Agenda on this matter.

5.2 Business Arising from the Minutes of the Zone Meeting held Friday 27 November 2020

9.5 Template Noongar Heritage Agreement for Local Government Aboriginal and the Cultural Heritage Bill (Draft) 2020

The Template Noongar Heritage Agreement for Local Government Aboriginal and the Cultural Heritage Bill (Draft) 2020 were considered at the Zone Meeting held Friday 27 November 2020, with the Zone resolving as shown below:

RESOLUTION: Moved: Cr Mulroney Seconded: Cr Haselby

That Mr Marcus Holmes of Land Equity Legal and representatives of the Department of Premier and Cabinet and Department of Planning, Land and Heritage be invited to the February 2021 Zone Meeting to provide comments on the likely impact on Member Councils of the Draft Noongar Heritage Agreement for Local Government and the South West Native Title Settlement.

CARRIED

Neither the Department of Premier and Cabinet nor the Department of Planning, Land and Heritage were able to attend the February Meeting of the Central Country Zone. It is hoped that the presentation will take place at the Zone's April meeting. Marcus Holmes of Land Equity Legal has indicated he will be able to attend the April Zone Meeting.

8.0 ZONE BUSINESS - MEMBER COUNCIL MATTERS

8.1 Matters for Noting (Attachment)

1. In discussing when the Department of Premier and Cabinet would be available to meet with Member Councils the following links were provided to help Member Councils in understanding the issues around the South West Native Settlement:
 - <https://www.wa.gov.au/government/publications/south-west-native-title-settlement-news> - a media release related to the commencement of the Settlement;
 - <https://www.wa.gov.au/sites/default/files/2020-11/SWS%20Commencement%20Flow%20Chart%20as%20at%2026%20Nov%202020.pdf> – a flowchart to detail the process to commencement;
 - <https://www.mediastatements.wa.gov.au/Pages/McGowan/2020/11/High-Court-clears-the-way-for-historic-South-West-Native-Title-Settlement-to-proceed.aspx> - Minister Wyatt's media release about the Settlement; and
 - Further updates in relation to commencement of the Settlement will continue to be published on the Department of Premier and Cabinet's website <https://www.wa.gov.au/government/publications/south-west-native-title-settlement-news>.

4. The Department of Premier and Cabinet released a media statement on Monday 22 February 2021 providing details on the commencement date of the South West Native Title Settlement. Commencement of the Settlement will occur on 25 February 2021 and it is this date, the 'Settlement Effective Date', which sets in motion certain provisions in the ILUAs, including the timing for the:
 - appointment of the initial Noongar Boodja Trustee;
 - first State payment into the Noongar Boodja Trust; and
 - resolution of native title in the Settlement area.

A copy of the media release was sent to all CEOs by the Executive Officer on 22 February.

Statutory Environment:

South West Native Title Settlement Agreement.

Policy Implications: Nil

Financial Implications: Nil

Strategic Implications: Nil

Recommendations:

That the Shire of Wickepin advises the WALGA Central Country Zone that it agrees with the following recommendations being put to the WALGA CCZ Meeting on Friday 25 June 2021:

1. Notes the suggestion from guest speaker Marcus Holmes, Principal of lawyers Land Equity Legal, that local governments defer consideration of entry into a Local Government version Noongar Heritage Agreement until Noongar Regional Corporations have been established, the Federal joint committee on the Juukan Gorge inquiry has released its final report, and the State's proposed Aboriginal Cultural Heritage Bill has been enacted;
2. Recommends to its members that they ensure interim compliance with the Aboriginal Heritage Act 1972 and any applicable Aboriginal heritage risk management policies and procedures through the Department of Planning, Lands and Heritage and Department of Premier and Cabinet;
3. Seeks ongoing consultation with the State Government, WALGA and SWALSC about the management of, resourcing and implications for local government of the Noongar Native Title Settlement; and
4. Endorses the offer of legal advice and assistance to the Zone and/or its members from Land Equity Legal regarding local government management of Aboriginal heritage and the Noongar Native Title Settlement, and instructs the Executive Officer to confer with Mr Marcus Holmes regarding terms of any engagement of Land Equity Legal's services by the Zone and/or members and to then update the Zone by email as to such terms so that the Zone and/or its members (singly or collectively) can decide if they wish to take up a retainer.

Voting Requirements: Simple majority.

Resolution No 190521-08

Moved Cr Russell / Seconded Cr Allan

That the Shire of Wickepin advises the WALGA Central Country Zone that it agrees with the following recommendations being put to the WALGA CCZ Meeting on Friday 25 June 2021:

1. Notes the suggestion from guest speaker Marcus Holmes, Principal of lawyers Land Equity Legal, that local governments defer consideration of entry into a Local Government version Noongar Heritage Agreement until Noongar Regional Corporations have been established, the Federal joint committee on the Juukan Gorge inquiry has released its final report, and the State's proposed Aboriginal Cultural Heritage Bill has been enacted;
2. Recommends to its members that they ensure interim compliance with the Aboriginal Heritage Act 1972 and any applicable Aboriginal heritage risk management policies and procedures through the Department of Planning, Lands and Heritage and Department of Premier and Cabinet;

3. Seeks ongoing consultation with the State Government, WALGA and SWALSC about the management of, resourcing and implications for local government of the Noongar Native Title Settlement; and
4. Endorses the offer of legal advice and assistance to the Zone and/or its members from Land Equity Legal regarding local government management of Aboriginal heritage and the Noongar Native Title Settlement, and instructs the Executive Officer to confer with Mr Marcus Holmes regarding terms of any engagement of Land Equity Legal's services by the Zone and/or members and to then update the Zone by email as to such terms so that the Zone and/or its members (singly or collectively) can decide if they wish to take up a retainer.

Carried 5/0

GOVERNANCE, AUDIT AND COMMUNITY SERVICES**10.2.06 – Donation – Karli Martin Country Week**

Submission To:	Ordinary Council
Location/Address:	Whole Shire
Name of Applicant:	Mark Hook, Chief Executive Officer
File Reference:	CR.SPR.217
Author:	Mark Hook, Chief Executive Officer
Disclosure of any Interest:	Mel Martin – Impartiality - Mother of Applicant
Date of Report:	13 May 2021

Enclosure/Attachments: Nil

Summary:

Council is being requested to sponsor Karli Martin so she can attend Country Week this year.

Background:

Council has received the following letter from Karli Martin requesting sponsorship so she can attend Country Week this year.

10/05/2021

Dear Mark,

I am writing to you today to ask if the Shire of Wickepin would consider sponsoring me for Country Week 2021.

County Week is an annual multi-sport event carnival held in Perth between rural high schools from Western Australia. The carnival is organised by School Sport WA.

The carnival includes sports such as Australian Rules football, hockey, soccer, netball, volleyball and basketball in a range of divisions. Country Week is recognised as being the biggest event of its kind in the southern hemisphere. The event typically involves about 40 schools with around 3,000 students and over 200 teachers and support staff.

Students are selected based on their skill and ability and this year I have been selected for the Volleyball squad.

My aim is to raise \$700.00 in sponsorship to contribute towards the cost to participate in Country Week. To do this I am competing in a beep test held at the Narrogin Senior High School and I am asking if the Shire of Wickepin would consider sponsoring me \$15.00 per completed level.

If you would like to sponsor me can you please reply in writing. Once I have competed in the beep test I will forward you a certificate stating how many levels I completed.

I sincerely thank you for taking the time to consider sponsoring me.

Comments:

Council must commend Karli in requesting the sponsorship to enable her to attend Country Week this year. The beep tests mentioned in her letter have eight sections, if Karli passes all eight section and council agrees to sponsor Karli the maximum amount Council would be up for would be 8 sections X \$15 = \$120.

Council has sponsorship monies left in its budget allocation but his falls outside of the CEO's delegation under the Community Grants scheme of amounts under this \$500.

Statutory Environment: Nil

Policy Implications: Nil

Financial Implications: Cost of sponsorship would be \$120.00

Strategic Implications: Nil

Recommendations:

That Council sponsor \$120.00 to Karli Martin to attend Country Week 2021.

Voting Requirements: Simple majority

Resolution No 190521- 09

Moved Cr W Astbury / Seconded Cr Mearns

That Council sponsor \$120.00 to Karli Martin to attend Country Week 2021.

Carried 5/0

GOVERNANCE, AUDIT AND COMMUNITY SERVICES**10.2.07 – Listing Price for 2 and 4 Plover Street Wickepin**

Submission To:	Ordinary Council
Location/Address:	2 and 4 Plover Street Wickepin WA 6370
Name of Applicant:	Cr John Mearns
File Reference:	CP.A&D.502
Author:	Mark Hook, Chief Executive Officer
Disclosure of any Interest:	Nil
Date of Report:	12 May 2021

Enclosure/Attachments: Nil

Summary:

Council is being requested to decrease the listed sale price of the two lots Council own at 2 and 4 Plover Street Wickepin WA 6370 from \$45,000 per Lot to \$35,000 per Lot.

Background:

The CEO has listed the blocks at 2 and 4 Plover street in the Yarling Brook Estate with Elders Real Estate at a listed Price of \$45,000. This has been the listed price for some years and was the listed price prior to Wickepin Rural Services being sold to Elders.



Above is a map showing 2 and 4 Plover Street Wickepin WA 6370. 2 and 4 Plover Street are both 4136 square metres.

Following is the extract from Elders Real Estate Advertising.

GREAT BUILDING BLOCK - OVER 1 ACRE

This great block of land is in the Yarling Brook Estate at Wickepin and is surrounded by quality modern homes. The large 4163sqm block back is close to the golf course and is only 200m from the sports club where you have the choice of bowls, tennis or golf. The low price tag of only \$45,000 will allow you to spend more money building your dream home. Already connected to water and soil testing results for any future building foundations available. Wickepin is a town in the Wheatbelt region of Western Australia, 214 kilometres south-east of Perth and 38 kilometres east of Narrogin. It is a service town for the surrounding agricultural district, and contains recreational facilities, historic buildings from its boom period in the 1910s-1920s, a telecentre, public library and caravan park. Albert Facey's house was moved to the main street of Wickepin in 2000 and is open to visitors. Wickepin has a primary school, first opened in 1911, with high school students travelling by school bus to Narrogin. Perfect for retirees looking for a rural retreat or for young families alike. Build your dream home now and escape the rat race of the city.

Comments:

Council has had these blocks on the market for some time and has been unable to sell them at the listed price of \$45,000. There currently is a block for sale at 4 Curlew Way Wickepin for \$35,000.



Property for sale 4 Curlew Way Wickepin WA 6370.

Council has sold other blocks for \$45,000 in the Yarling Brook Estate over the years but they have been slow in selling.

Council is being requested as to whether to leave the blocks at the listed price or lower the asking price of \$45,000 to \$35,000 to see if there is a person wanting to buy a block at \$35,000 to build a house in the Yarling Brook Estate.

Statutory Environment:

Local Government Act 1985

1.4. Terms used

Local government property means anything, whether land or not, that belongs to, or is vested in, or under the care, control or management of, the local government;

3.58. Disposing of property

(1) In this section —

***dispose** includes to sell, lease, or otherwise dispose of, whether absolutely or not;*

***property** includes the whole or any part of the interest of a local government in property, but does not include money.*

(2) Except as stated in this section, a local government can only dispose of property to —

- (a) the highest bidder at public auction; or*
- (b) the person who at public tender called by the local government makes what is, in the opinion of the local government, the most acceptable tender, whether or not it is the highest tender.*

(3) A local government can dispose of property other than under subsection (2) if, before agreeing to dispose of the property —

- (a) it gives local public notice of the proposed disposition —*
 - (i) describing the property concerned; and*
 - (ii) giving details of the proposed disposition; and*
 - (iii) inviting submissions to be made to the local government before a date to be specified in the notice, being a date not less than 2 weeks after the notice is first given;*

and

- (b) it considers any submissions made to it before the date specified in the notice and, if its decision is made by the council or a committee, the decision and the reasons for it are recorded in the minutes of the meeting at which the decision was made.*

(4) The details of a proposed disposition that are required by subsection (3)(a)(ii) include —

- (a) the names of all other parties concerned; and*
- (b) the consideration to be received by the local government for the disposition; and*
- (c) the market value of the disposition —*
 - (i) as ascertained by a valuation carried out not more than 6 months before the proposed disposition; or*
 - (ii) as declared by a resolution of the local government on the basis of a valuation carried out more than 6 months before the proposed disposition that the local*

government believes to be a true indication of the value at the time of the proposed disposition.

(5) *This section does not apply to —*

- (a) a disposition of an interest in land under the Land Administration Act 1997 section 189 or 190; or*
- (b) a disposition of property in the course of carrying on a trading undertaking as defined in section 3.59; or*
- (c) anything that the local government provides to a particular person, for a fee or otherwise, in the performance of a function that it has under any written law; or*
- (d) any other disposition that is excluded by regulations from the application of this section.*

Policy Implications: Nil

Financial Implications:

Nil, blocks have not sold and Council does not normally budget for the income from the sale of these blocks.

Strategic Implications: Nil

Recommendations:

That Council reduces the listed selling price of 2 and 4 Plover street from \$45,000 to \$35,000.

Voting Requirements: Simple majority

Resolution No 190521- 10

Moved Cr Russell / Seconded Cr Lansdell

That Council retain the selling price of 2 and 4 Plover street at \$45,000 with all offers to be considered.

Carried 4/1

GOVERNANCE, AUDIT AND COMMUNITY SERVICES

10.2.08 – Rear Fence Honeyman Park

Submission To:	Ordinary Council
Location/Address:	Honeyman Park Yealering
Name of Applicant:	Tom Williamson
File Reference:	PR.MAI.1907
Author:	Mark Hook, Chief Executive Officer
Disclosure of any Interest:	Nil
Date of Report:	13th May 2021

Enclosure/Attachments: Nil

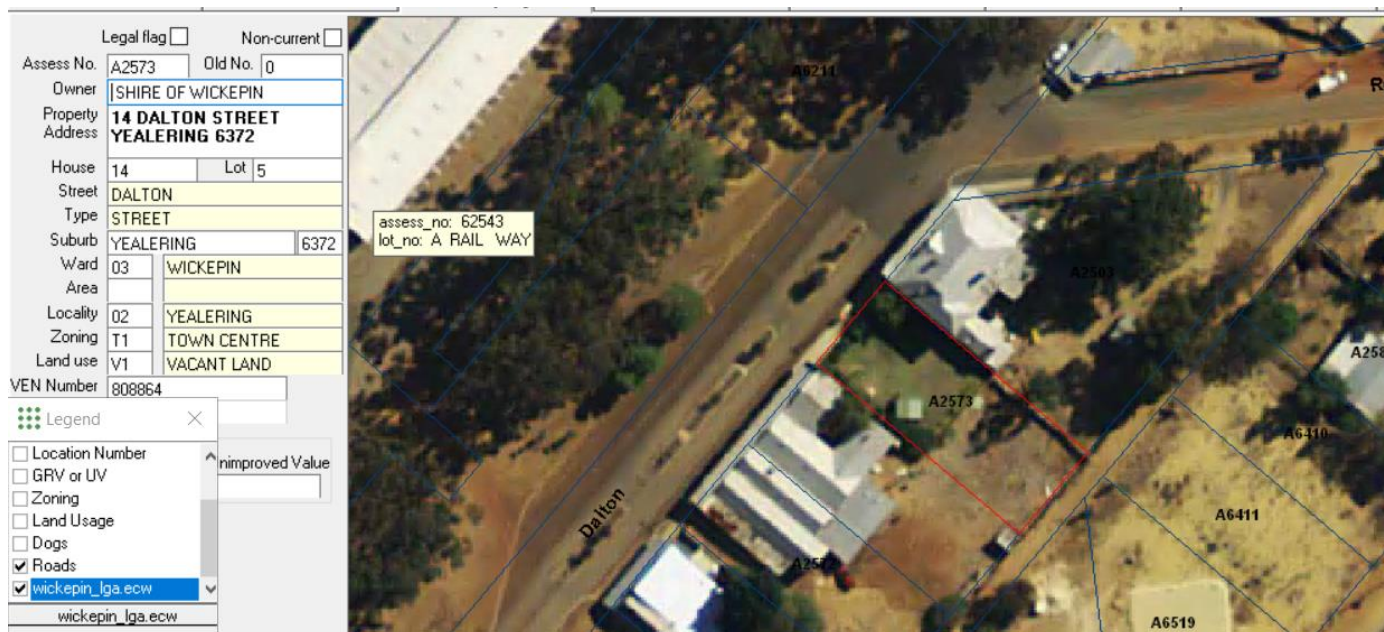
Summary:

Council is being requested to fence the back of Honeyman Park in Yealering at a cost of \$2,000.

Background:

The owners of the Yealering Hotel have advised the CEO that they wish to fence the back of the Yealering Hotel block with a colour bond fence to match the existing fence at the side of the Hotel. Council owns the block adjacent to the Hotel and it is part of Honeyman Park. The owners of the Yealering Hotel have offered to continue the fencing through to Honeyman Park at a cost of \$2,000 to Council.

Following is a picture showing both properties.



Comments:

The fence at the back of Honeyman Park is an old tin fence that is in total disrepair and the tin is falling off the existing metal frame.

Following are photos of the fence in its current state.



The fence needs replacing at a cost of \$2,000. While the fencing contractor is doing the hotels fence it seems reasonable and a new fence would uplift the back laneway. The back of the block is not used by council as Honeyman Park is fenced halfway as shown in the above photos. However this would allow for the Hotel block to be fully fenced off.

Statutory Environment: *Local Government Act 1995*

Policy Implications: Nil

Financial Implications: Cost of the fence is \$2,000

Strategic Implications: Nil

Recommendations:

That Council advise the Yealering Hotel Owners that Council is willing to pay \$2,000 for the fencing at Lot 5 Dalton Street known as Honeyman Park.

Voting Requirements: Simple majority

Resolution No 190521-11**Moved Cr Lansdell / Seconded Cr W Astbury**

That Council advise the Yealering Hotel Owners that Council is willing to pay \$2,000 for the fencing at Lot 5 Dalton Street known as Honeyman Park.

Carried 5/0

GOVERNANCE, AUDIT AND COMMUNITY SERVICES**10.2.09 – Albert Facey Homestead Committee Recommendations**

Submission To:	Ordinary Council
Location/Address:	Whole Shire
Name of Applicant:	Mark Hook, Chief Executive Officer
File Reference:	CR.MEE.208
Author:	Mel Martin, Executive Support Officer
Disclosure of any Interest:	Nil
Date of Report:	5 May 2021

Enclosure/Attachments: Nil

Background:

The Albert Facey Homestead Committee meeting was held on Monday 3 May 2021.

Comments:

The Albert Facey Homestead Committee meeting was held on Monday 3 May 2021 and passed the following recommendation:

Moved K Rushton / Seconded A Lansdell

That a sign be placed at Harrismith directing people to the Albert Facey Homestead.

Carried 6/0

Statutory Environment: Nil

Policy Implications: Nil

Financial Implications: Nil

Strategic Implications: Nil

Recommendation:

That a sign be placed at Harrismith directing people to the Albert Facey Homestead.

Voting Requirements: Simple majority

Resolution No 190521-12

Moved Cr Allan / Seconded Cr W Astbury

That a sign be placed at Harrismith directing people to the Albert Facey Homestead.

Carried 5/0

GOVERNANCE, AUDIT AND COMMUNITY SERVICES

11. President's Report

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

Thursday April 22nd saw the WA Local Government Grants Commission's visit and presentation to the Shire of Wickepin on its Role, Function and the Process it uses to determine Financial Assistance Grants. This presentation was extremely interesting and helped us to understand the importance of the Grants to our Shire and the infrastructure and services that they enable us to provide to our communities in addition to the rates that we raise.

On Friday 23rd April, CEO Mark and myself attended the Central Country Zone meeting at the Pingelly Recreational and Cultural Centre, where presentations were made by representatives from Main Roads Department; the draft Noongar Heritage Agreement for Local Government and the South West Native Title Settlement and Regional Development RDA Wheatbelt.

A big Thank You to all concerned with the organisation, contribution and running of the annual Commemorative ANZAC Day Service on Sunday 25th April. Special thanks go to Irene Moore who read The Prayer of Remembrance, and then recited "The ANZAC on the Wall"; School students - Hannah Green from Wickepin Primary School reciting "Sir" by Damian Morgan; and Dale Hill from Yealering Primary School reciting "Anzac Day" by D Hunter; Emma Graf who sounded the "Last Post"; Sargent Phil Huggins 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 8th May and were based at the Town Hall, the Toolseum (at the old PWD yard in Joyner Street) and the She-shed-He-shed Yard (in Richter Street). The weather was delightful, and there was a steady crowd of visitors to the markets. Congratulations and Well Done to all who were involved in the running of those events.

Recommendations:

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

Voting Requirements:

Simple majority

Resolution No 190521- 13

Moved Cr Lansdell / Seconded Cr Mearns

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

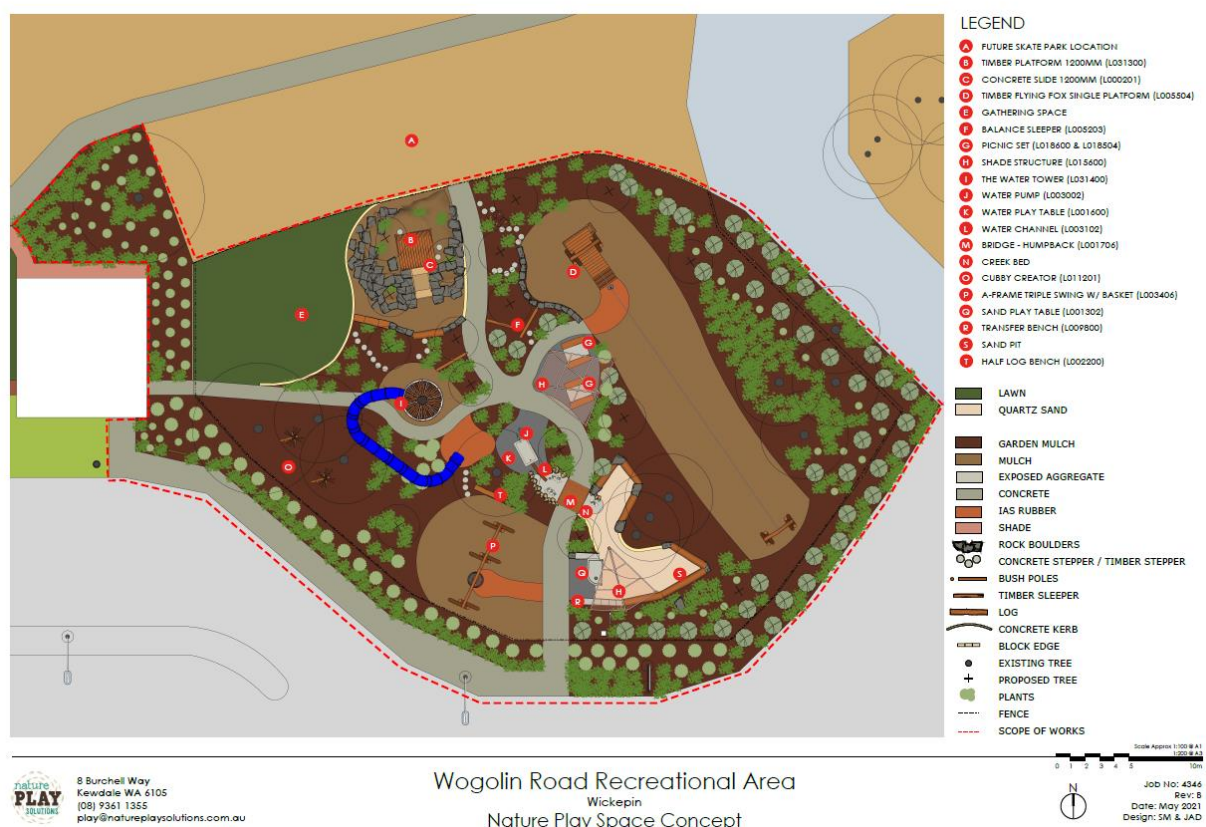
Carried 5/0

12. Chief Executive Officer's Report

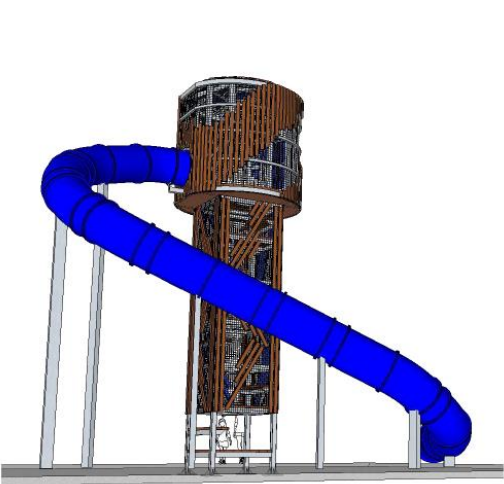
Submission To:	Ordinary Council
Location/Address:	Whole Shire
Name of Applicant:	Mark Hook, Chief Executive Officer
File Reference:	CM.REP.2
Author:	Mark Hook, Chief Executive Officer
Disclosure of any Interest:	Nil
Date of Report:	13 May 2021

Wogolin Road Recreational Area

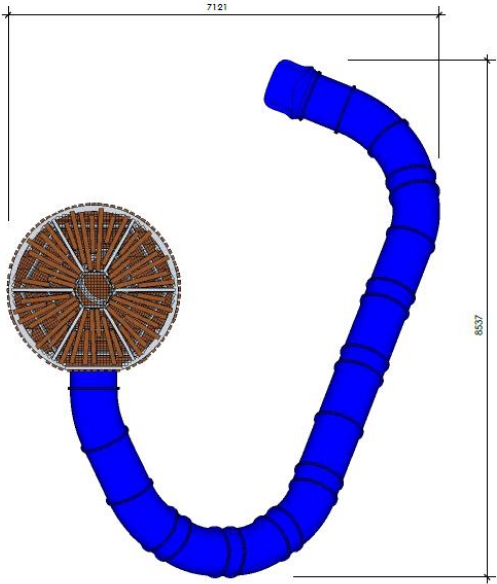
The CEO, DCEO and Manager of Works held an onsite meeting with representatives from Natureplay to discuss the construction of the Wogolin Road Recreational Area. Following is the redesign of the area due to the Skate Park not being part of this stage of construction. Following is the amended design for the Wogolin Recreational Area. The proposed schedule for the Wogolin Recreational area is that construction has started on all the equipment, they will be ready for installation end of July 2021, and then there will be around a eight to ten weeks installation.



WATER TOWER L031400

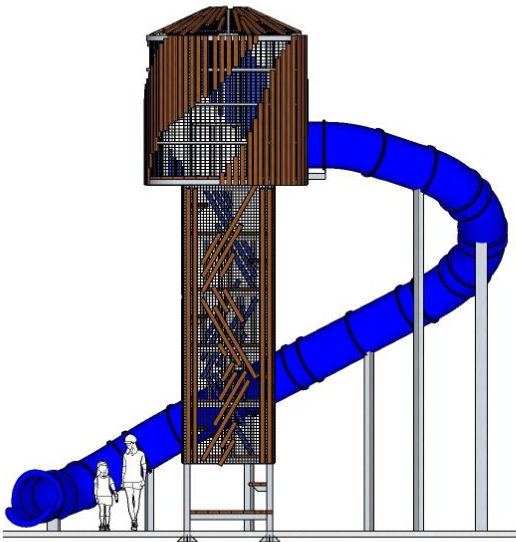


1 EQUIPMENT ASSEMBLY
Scale: NTS

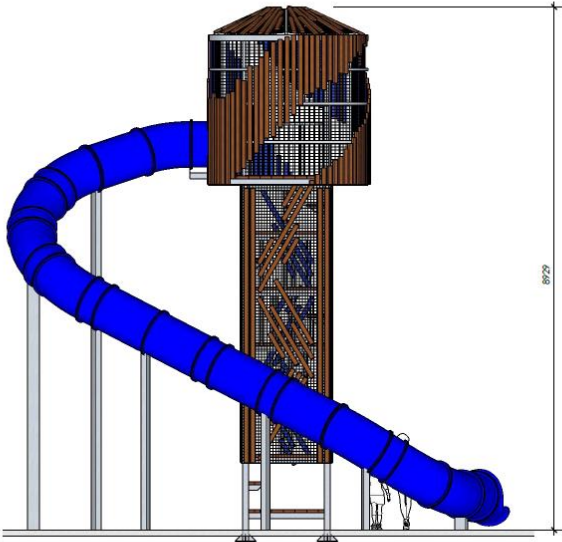


2 TOP VIEW
Scale: 1:50 @ A3

WATER TOWER L031400



2 LEFT VIEW
Scale: 1:50 @ A3



3 RIGHT VIEW
Scale: 1:50 @ A3

Wickepin Swimming Pool

During the capital works being undertaken at the Wickepin Swimming Pool the following items have been found requiring to be repaired or replaced. They are needing to be attended too prior to the next swimming season as they are part of the pool water filtration and pumping systems.

Inclusions

Supply Check Valves in plant room	\$ 450.00
Supply Lever Valves	\$ 3,376.50
Supply new Filter Air valves	\$ 210.00
Sand test of Filters	\$ 230.00
Labour and installation	\$ 1,650.00

Total Quotation exc. GST	<u>\$5,916.50</u>
--------------------------	-------------------

10% GST

Total Quotation incl.GST	<u>\$6,508.15</u>
---------------------------------	--------------------------

NOTE

Balance tank works including foot valves are not priced within this quotation.

If Foot valves require servicing, or replacement an additional quotation will be required. We will advise the state of the foot valves upon inspection.

Not Included

Accommodation

The CEO has authorised the additional works at the swimming pool under the swimming pool maintenance budget.

Manager of Works

The Shire of Cuballing requested assistance from the Manager of Works for works to be undertaken at an intersection in the Cuballing Shire. The CEO has agreed to allow the Manager of Works to aid the Shire of Cuballing on this intersection works. The Manager of Works will be on and off at the Shire of Cuballing for around two weeks.

Aged Units – Johnston Street

Plumbing works has commenced at the Aged unit site in Johnston Street. Works have temporally halted as the plumber has hit rock while digging in the pipe work to install connection to the sewerage system. So an excavator will need to be hired to try and break the rock.

Wickepin Town Hall

The roof at the Wickepin Hall should be completed by the 13th May 2021.

Community Development Officer

Interviews were held on the 4th May 2021 to employ a new Community Development Officer. After holding the interviews the CEO appointed Samantha Dalmasson to the position of Community Development Officer. Samantha has advised that her starting date with the Shire of Wickepin will be the 31st May 2021. Samantha will reside in Wickepin and is looking forward to being part of the Wickepin Community.

MEETINGS ATTENDED

<u>April 2021</u>	
22 nd	Grants Commission
27 th	Jeff Henderson WALGA
<u>May 2021</u>	
2 nd	Albert Facey Homestead Committee
2 nd	Edwards Motors
4 th	CDO Interviews
5 th	Lifestyle Retirement Committee
6 th	Nature Play
6 th	Anglo American Mining
12 th	Carol Redford - Astro Tourism

DELEGATIONS

No.	Delegation Name	Delegation To	Delegation Exercised	When Exercised	Persons Affected
A1	Cheque Signing and Account Authorisation	CEO	Payment of Accounts Refer to FM report item 10.2.01 List of Accounts		CEO, FM
A2	Septic Tank Application Approvals	EHO	WA KAOLIN	04/05/2021	CEO
A3	Building Approvals	BO	2021009 – Smith St, Wickepin	08/04/2021	CEO
A4	Road Side Advertising	CEO			
A5	Application for Planning Consent	CEO			
A6	Appointment and Termination of Staff	CEO			
A7	Rates Recovery – Instalment Payments	CEO			
A8	Issue of Orders	CEO			
A9	Legal Advice	CEO			
A10	Permits to Use Explosives	CEO			
A11	Street Stalls	CEO			

A12	Liquor Consumption on Shire Owned Property	CEO			
A13	Hire of Community Halls / Community Centre	CEO	WCC - Wickepin Football Club WCC – Yoglates Wickepin Hall – WA KAOLIN WCC – Wickepin Netball Club WCC-Wickepin Primary School WCC – Wickepin Netball Club Wickepin Playgroup – Private Function Yealering Town Hall – Private Function WCC – CRC Yealering Hall – Yealering Progress	15/04/2021 16/04/2021 22/04/2021 27/04/2021 03/05/2021 10/05/2021 11/05/2021 12/05/2021 12/05/2021 13/05/2021	CEO
A14	The Food Act 2008 and the Food Regulations 2009	CEO			
A15	The Public Health Act 2016	CEO			

Recommendations:

That Council note the Chief Executive Officer's report dated 13 May 2021.

Voting Requirements:

Simple majority

Resolution No 190521-14

Moved Cr Lansdell / Seconded Cr Allan

That Council note the Chief Executive Officer's report dated 13 May 2021.

Carried 5/0

13. Notice of Motions for the Following Meeting**14. Reports and Information****15. Urgent Business****16. Closure**

There being no further business the Presiding Officer declared the meeting closed at 5.00pm.

13. Notice of Motions for the Following Meeting**14. Reports and Information****15. Urgent Business****16. Closure**

There being no further business the Presiding Officer declared the meeting closed at 5.00pm.

Minutes of Ordinary Meeting held Wednesday 19 May 2021 at the Council Chambers, Wickepin, confirmed as a true and correct record.

Presiding Member:

Cr Julie A Russell, President