



A Fortunate Place

Shire of Wickepin

Minutes

# Ordinary Meeting of Council

Council Chambers, Wickepin

# 16 November 2022



### Notice of an Ordinary Meeting of Council

Please note that the next ordinary meeting of Council of the Shire of Wickepin will be held on 16 November 2022 at Council Chambers, Wickepin, commencing at 3.30pm.

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

Erika Clement  
Acting Chief Executive Officer

11 November 2022

#### Time Table

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

#### Disclaimer

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

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



**QUESTIONS FROM THE PUBLIC**

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

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

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**Minutes of an Ordinary Meeting of Council held in Council Chambers, Wickepin  
Wednesday 16 November 2022 commencing @ 3.30pm**

The President declared the meeting open at 3:34pm.

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

President	Julie Russell
Deputy President	Wes Astbury (4.56pm)
Councillor	John Mearns
Councillor	Fran Allan
Councillor	Peter Thompson (6.23pm)
Councillor	Lindsay Corke
Councillor	Ty Miller
Acting Chief Executive Officer	Erika Clement
Community Development Offer	Lorraine Hedditch (Minute Taker 3.34pm – 5.12pm)
Manager Works & Services	Graeme Hedditch (3.34pm – 5.12pm)

### Leave of Absence (Previously Approved)

### Apologies

## 2. Public Question Time

## 3. Applications for Leave of Absence/Apologies

### Resolution No 161122-01

**Moved Cr Allan / Seconded Cr Miller**

That Cr Thompson be granted leave of absence for the December 2022 council meeting.

**Carried 5/0**

## 4. Petitions, Memorials and Deputations

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

## 6. Confirmation of Minutes

Ordinary meeting of council – 19 October 2022

### Resolution No 161122-02

**Moved Cr Allan / Seconded Cr Corke**

That the minutes of the Ordinary meeting of council held on Wednesday 19 October 2022 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)**

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<b>Submission To:</b>	<b>Ordinary Council</b>
<b>Location/Address:</b>	<b>Whole Shire</b>
<b>Name of Applicant:</b>	<b>Melissa Martin, Executive Support Officer</b>
<b>File Reference:</b>	<b>ES.MEE.905</b>
<b>Author:</b>	<b>Melissa Martin, Executive Support Officer</b>
<b>Disclosure of any Interest:</b>	<b>Nil</b>
<b>Date of Report:</b>	<b>8 November 2022</b>

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**Enclosure/Attachments:**

Minutes of the Local Emergency Management Committee meeting held on Tuesday 1 November 2022.

**Background:**

The Local Emergency Management Committee meeting were held on Tuesday 1 November 2022.

**Summary:**

Council is being requested to receive the Local Emergency Management Committee minute held on Tuesday 1 November 2022.

**Comments:**

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

**Statutory Environment:**

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

**Policy Implications:** Nil

**Financial Implications:** Nil

**Strategic Implications:** Nil

**Recommendations:**

That the minutes for the Local Emergency Management Committee meeting held on Tuesday 1 November 2022.

**Voting Requirements:** Simple majority

**Resolution No 161122-03****Moved Cr Allan / Seconded Cr Miller**

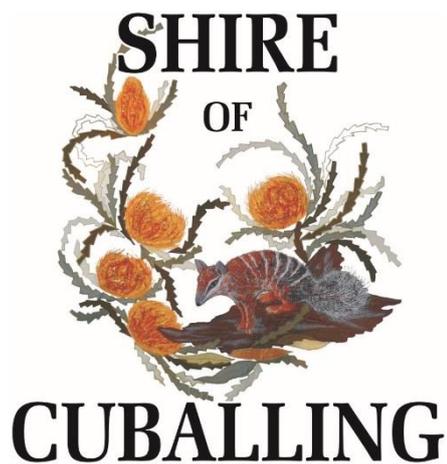
That the recommendations listed under agenda items 7.1 to 7.3 be adopted en-bloc.

**Carried 5/0**

# Minutes

## SHIRE OF CUBALLING AND SHIRE OF WICKEPIN LEMC MEETING

Tuesday 1 November at 9.00am  
Shire of Wickepin  
Council Chambers



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**Minutes of the Shire of Cuballing and Shire of Wickepin LEMC Meeting  
held in Shire of Wickepin Council Chambers, Tuesday 1 November 2022**

Meeting opened at 9.00 am.

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

**Attendance**

Cr Julie Russell	President, Shire of Wickepin (Chair)
Mr Noel Mason	ACEO, Shire of Wickepin
Cr John Mearns	Councillor, Shire of Wickepin
Mr Stan Scott	CEO, Shire of Cuballing
Mr Grant Hansen	Area Officer, DFES 9.15am
Sgt Mark Langford	OIC, Wickepin Police
Michelle Duxbury	Department of Communities - Albany

**Apologies**

Cr Eliza Dowling	President, Shire of Cuballing
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**2. CONFIRMATION OF MINUTES – LEMC meeting held on Thursday 21 April 2022**

**Moved Cr John Mearns/ Seconded Mark Langford**

That the minutes of the Shire of Cuballing and Shire of Wickepin LEMC Meeting held on 21 April 2022 be confirmed as a true and correct record.

**CARRIED 7/0**

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

There were no outstanding actions from the April 2021 meeting.

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

#### 4.1 - CEO Report

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<b>Submission To:</b>	<b>LEMC Committee</b>
<b>Location/Address:</b>	<b>Both Shires</b>
<b>Name of Applicant:</b>	<b>Noel Mason, Acting Chief Executive Officer</b>
<b>File Reference:</b>	<b>ES.MEE.905</b>
<b>Author:</b>	<b>Noel Mason, Acting Chief Executive Officer</b>
<b>Disclosure of any Interest:</b>	<b>Nil</b>
<b>Date of Report:</b>	<b>25 October 2022</b>

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**Enclosure/Attachments:**

1. LEMC Contact List 2022
2. Emergency Evacuation Plan
3. Local Contacts and Resource Register
4. Local Emergency Management Arrangements 2022

**Summary:**

The LEMC Committee is being requested to accept the revised documents listed below:

1. LEMC Contact List 2022
2. Emergency Evacuation Plan
3. Local Contact and Resource Register
4. Local Emergency Management Arrangements 2022

**Background:**

The CEO has updated all documents as of 19 October 2022.

**Comments:**

The CEO is satisfied with all the updated documents and contacted all members listed within the Local Contacts and Resource Register requesting any changes.

**Recommendations:**

That the LEMC Committee accept all revised documents with minor amendment and update to contact lists and endorse the Local Emergency Management Arrangements 2022 document incorporating changes recommended by Adam Smith as of 25 October 2022 at the Shire of Wickepin.

**Voting Requirements:** Simple majority.

**Moved Mark Langford/ Seconded Stan Scott**

That the LEMC Committee accept all revised documents with minor amendment to contact lists and endorse the Local Emergency Management Arrangements 2022 documents incorporating changes recommended by Adam Smith as of 25 October 2022 at the Shire of Wickepin.

**CARRIED 7/0**

## 5. REPORTS & INFORMATION

### 5.1 Other matters raised by members.

Stan Scott advised of a resolution passed by the Shire of Cuballing at the October Ordinary meeting that the Shires of Wickepin and Narrogin be approached to see if there is an appetite to consider an LEMC involving all three Shires.

Following general discussion – the Committee agreed to await for the matter to be presented to the Wickepin Shire Council.

### 5.2 Reports from Members

Michele Duxbury, Department of Communities

**LOCAL EMERGENCY MANAGEMENT COMMITTEE  
REPORTING**

**Agency:**

**Department of Communities  
(Communities)**

**Date: From – July 2022 to September 2022 inclusive**

**INCIDENTS:**

<b>Date</b>	<b>Type of Incident</b>	<b>Location of Incident</b>	<b>Other Agencies Involved</b>	<b>Comments/Outcomes</b>
Continual	Health – Pandemic	Great Southern	HMA – Health	Close Out Stages

**EXERCISES AND TRAINING:**

**Please see notes below.**

<b>Date:</b>	<b>Title</b>	<b>Objectives</b>	<b>Comments/Outcomes</b>

**Additional Comments/Suggestions:**

- Department of Communities staff from the All-Hazards Unit have completed four deployments to NSW Flood Recovery affected areas between May and June. Staff were placed throughout the region. I was placed in Lismore and was stationed at the Lismore Recovery Centre as the Manager. As well as recovery centre functions, staff completed outreach work in the community specifically to remind the community to apply for the grants available to them, logistics predominantly around donations, and welfare boxes.
- New District Emergency Services Officer for the Great Southern, Michele Duxbury commenced on the 1 Sept 2022. Is working remotely, transition into the region towards the end of Oct 22. Mobile number is 0467 963 661. (no change to contact number).
- Regular training sessions, predominantly for Communities staff is being facilitated over the ensuing months so staff are prepared and ready to respond for the high threat season. The reason for the focus on Communities staff is because of the inability to provide training the last 2 - 3 years due to the COVID pandemic restrictions.
- Local Emergency Management Plans (LEMP's ) are always being reviewed, if you see any information that is not current, please advise [michele.duxbury@communities.wa.gov.au](mailto:michele.duxbury@communities.wa.gov.au)
- Communities Great Sothern's boundary for Emergency Welfare response has changed to incorporate the upper Great Southern. The Wheatbelt has been managing this previously. Alignment with Great Southern Police district with the exception of Walpole and Ravensthorpe who remain a response from either the Southwest or Esperance. Communities Great Southern will work with colleagues in neighbouring regions to provide an emergency response depending on the event, the day to day operations will site with the District Emergency Services Officer in the Great Southern. A rough outline of the new Great Southern region is Brookton across to Lake Grace is the line north , West Arthur to Denmark in the west, Denmark to Bremer Bay to the south and Jerramungup to Lake Grace in the east.
- Training: Please advise if you would like training conducted for local government staff, this can be an introduction to opening an evacuation centre, to cover the first couple of hours as Communities staff are on route. Happy to work with Shires to ensure little impacts to normal operations. Aim is July-Aug to ensure completed. Please e-mail

michele.duxbury@communities.wa.gov.au to request training. Happy to discuss at any time.

- Recovery: Communities is working with service providers in the recovery space to set up workshops and regular meetings to focus on recovery. Post activations of this year it has identified a need with in the Great Southern to increase stakeholder relationships and plan for recovery throughout the year. This has resulted in a need to have a wider inclusion of the recovery element into the DEMP framework. Work progresses with some more formal presentation to the DEMC to occur, further updates to continue.

## 6. CLOSURE AND NEXT MEETING

There being no further business the Chairperson declared the meeting closed at 10.00am.

The next Shire of Cuballing and Wickepin LEMC Meeting will be held in April 2023 at the Shire of Cuballing.

## 7. ACTIONS REQUESTED FROM THE MEETING

<b>Subject - Action</b>	<b>Officer</b>
Updated the Local Emergency Management Arrangements 2022 documents be presented to Council for endorsement.	CEO

RECEIVAL OF MINUTES**7.2 Townscape & Cultural Planning Committee**

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<b>Submission To:</b>	<b>Ordinary Council</b>
<b>Location/Address:</b>	<b>Whole Shire</b>
<b>Name of Applicant:</b>	<b>Melissa Martin, Executive Support Officer</b>
<b>File Reference:</b>	<b>CR.MEE.206</b>
<b>Author:</b>	<b>Melissa Martin, Executive Support Officer</b>
<b>Disclosure of any Interest:</b>	<b>Nil</b>
<b>Date of Report:</b>	<b>8 November 2022</b>

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**Enclosure/Attachments:**

Minutes of the Townscape & Cultural Planning Committee meeting held on Wednesday 2 November 2022.

**Background:**

The Townscape & Cultural Planning Committee meeting was held on Wednesday 2 November 2022.

**Summary:**

Council is being requested to receive the Townscape & Cultural Planning Committee meeting minutes held on Wednesday 2 November 2022.

**Comments:**

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

**Statutory Environment:**

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

**Policy Implications:** Nil

**Financial Implications:** Nil

**Strategic Implications:** Nil

**Recommendations:**

That the minutes for the Townscape & Cultural Planning Committee meeting held on Wednesday 2 November 2022 be received.

**Voting Requirements:** Simple majority

**Resolution No 161122-03****Moved Cr Allan / Seconded Cr Miller**

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

Townscape & Cultural Planning Committee  
Council Chambers, Wickepin

# 2 November 2022



## Notice of a Townscape and Cultural Planning Committee Meeting

Please note that the next Townscape and Cultural Planning Committee Meeting of the Shire of Wickepin will be held on Wednesday 2 November 2022 at Council Chambers, Wickepin, commencing at 9.30am.

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

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

Noel Mason  
Acting Chief Executive Officer

27 October 2022

### Disclaimer

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

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## Terms of Reference

### 1. Name

Townscape and Cultural Planning Committee

### 2. Members

Fran Allan  
John Mearns  
Libby Heffernan  
Kym Smith  
Annika Miller  
Lee-Ann Mullan  
Tracey Hodgson  
Kevin Coxon  
Veronica Stacey

### 3. Objectives

This Committee deals with issues relating to Townscape and Cultural Planning in the Shire of Wickepin and makes recommendations to the Ordinary Council meeting.

The Townscape and Cultural Planning 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 Townscape and Cultural Planning.*
5. *To represent the Council's position in regards to Townscape and Cultural Planning to regulatory bodies and interest groups/committees.*
6. *To assist the Wickepin Council in developing a Townscape and Cultural Planning 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 Townscape and Cultural Planning 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 Townscape and Cultural Planning Committee meeting after the Local Government elections by the committee members.

## 7. Meeting Frequency

The Townscape and Cultural Planning Committee meets four times a year, on the first Wednesday of the month at 9.30am.

Meeting dates for 2022 are as follows:

Day	Date	Time
Wednesday	2 March	9.30am
Wednesday	1 June	9.30am
Wednesday	7 September	9.30am
Wednesday	2 November	9.30am

**8. Related Policies/Bylaws:** Nil.



## 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.

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- 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.
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**Minutes of a Townscape and Cultural Planning Committee Meeting held in Council Chambers,  
Wickepin, Wednesday 2 November 2022 at 9.30am**

The Chairperson declared the meeting open at        am.

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

John Mearns	Chairperson
Fran Allan	Councillor
Libby Heffernan	Member
Kym Smith	Member
Lee-Ann Mullan	Member
Tracey Hodgson	Member
Veronica Stacey	Member
Annika Miller	Member
Noel Mason	Acting Chief Executive Officer
Graeme Hedditch	Manager Works and Services
Lara Marchei	Executive Support Officer

**Apologies**

Kevin Coxon            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 Members' and Officers' Interest**

**6. Confirmation of Minutes**

Townscape and Cultural Planning Meeting –7 September 2022

**Moved Cr Allan / Seconded L Heffernan**

That the minutes of the Townscape and Cultural Planning Committee held on 7 September 2022 be confirmed as a true and correct record.

**Carried 8/0**

## 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
Information Bay – Electric Signage	CEO	That the CEO pursue media content for the Shire of Wickepin.	○	Electronic sign is to be considered as part of the Tourist Information Bay redevelopment design plan, currently being drafted.
Lake Yealering Croquet Club	CEO	That table and chairs be purchased for the Lake Yealering Croquet Club.	✓	Council did eventually get this item into Budget – ready to be utilised.
Recreational Boating Facility Scheme	CEO	Application lodged – awaiting results.	○	
Wogolin Recreation Area	CEO MWS	Amended design being assessed. Site survey has been completed. MWS has scoped alternative designs and now is preparing estimates of works and price for each of the elements.	○	Awaiting design specialists to confirm all elements of skate park can fit together in available space.
Wickepin Creek Regeneration	MWS	Working with Garden team on identifying areas for clean-up and areas for revegetation.	○	Need decision on what is to be preserved by spray season 2023.
Christmas Decorations 2022	MWS	Identify the available decorations for 2022; plan for installation etc.	○	
Wogolin Recreation Area	Libby H	Plan for decorating the Water Tower	○	
Albert Facey Homestead Park	MWS	Tidy area beneath large tree; remove poles, repair flooding reticulation and expand lawn area.	○	MWS suggested waiting for full plan – once plan agreed, only do that. Saves refixing/replacement of recent work.
Wickepin Town Signs	MWS	Agreed to seal timberwork to slow damage	○	
Update Shire Web pages	ESO	Update webpages to separate information on Yealering and Lake Yealering; add information Wogolin	○	

		Road Recreation Area information.		
Reverse side of the Honour Board	MWS CDO	Silhouette Soldiers prices for a design received – now seeking alternate options.	○	
Yealering Turn Off Sign on Hwy	MWS	Sign has been ordered – awaiting delivery	○	

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

○ = in progress    ✓ = completed    ✕ =superseded

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

### 9. Receipt of Reports & Consideration of Recommendation

### 10. Notice of Motions for the Following Meeting

### 11. Reports & Information

## **11.1 MWS – Graeme Hedditch**

- Wickepin Entrance Signage – Discussed to Fix and raise the entrance sign, Drainage sump and lid required before backfill can commence on the drainage hole in front of the sign. Approximate completion date December 2022.
- Information and Rest Bay – Comments were made regarding the area i.e. Gazebo, seating, position of information signs. The feature survey is now complete, and attached. Plan E can now commence the concept plan as per the attached RFQ.
- Yealering Cemetery – A request has been made for a Cemetery Garden for the distribution of ashes, this was discussed on site with the requester. Contact with the cemeteries board is required before any action can take place. This is planned for early November 2022.
- Yealering Ablution Block – The working group met with Rosalie Pech Eva at the Yealering Tennis Club to discuss ideas and progress of project. Rosalie has recently returned the brief for approval and will be submitted into the next council meeting. CDO, Lorraine Hedditch is looking into Grant Funding for Native Gardens, Disable Ramps, Cement rendering, Painting and Pathways to provide access and ambiance to the outside of the ablution block.
- “Rural Road & Bike Safety” - Posters designed by the students from Wickepin Primary school have now been turned into road signs and displayed throughout the town of Wickepin to promote road safety and awareness on our country roads.
- Silhouette Soldiers – CDO, Lorraine Hedditch is looking into prices for a design of the silhouette soldiers for the reverse side of the honour board that is currently bare. Once received, she will look into a grant to fund, if none are available, will submit it to council for approval.
- Bird Park - Neil Elliot has been booked to do a 2 day workshop on 1<sup>st</sup> & 2<sup>nd</sup> April 2023 for the repair and revitalisation of the Bird Park.
- Harrismith Toilet Block - near completion.
- Town site building issues - The new building maintenance team will be addressing all building issues throughout the Shire of Wickepin, this will take time. The building team will be assisting the garden team when required.
- Garden Team - general clean-ups all towns within the Shire of Wickepin on a regular basis.
- Mosquito Spraying – Currently commencing the 2<sup>nd</sup> round of phase 2.
- 2016 She Shed He Shed Project – The barbed poles have been removed from private property and returned to the She Shed He Shed.
- Wogolin Road – I have contacted Main Roads WA requesting the installation of solar speed alert signs.

## **11.2 Lake Yealering Progress Report**

The Yealering Progress Association has had a busy few months, in particular, the revival of the CWA Hall as a smaller civic space for afternoon teas & games days. After a big clean-up & tidy of the yard, the hall is again a useable space. The weekly catch ups have seen people from Wickepin, Corrigin & Yealering come along to join in. Di Walton has organised an upcoming craft workshop and has plans for other events.

The town has also been busy with 3x town busy bees over the last 2 months which saw the cemetery given a spruce up as well as pruning, replanting & general maintenance of the towns community gardens.

Progress has also met with the architect Rosalie Eva as well as the Shire Manager of Works, Graeme Hedditch regarding the refurbishment of the lakeside ablutions and the ways in which the lakeside space is used. It's great to see this project getting started & we look forward to working alongside the shire to complete this project.

We've also sought council's permission to replace the old lattice at the hall with a more aesthetic steel screen. Designs & quotes are currently being sought & we anticipate having this project completed early next year.

Progress is in the process of updating its tourism brochure, we have again engaged Grab Creative Co and hope to have the updates & new brochures printed early in the New Year.

Planning is in progress for an event at the hall in March or early April of next year. This will be more of a social occasion than a fundraiser to entertain the local community & provide a great evening out locally-watch this space!

We have also been working on a silo light projection project, permission from CBH has been obtained and we are in the costing stages. Again, we hope to have this project underway early next year for a mid year unveiling.

Progress has also participated in the Rural Aid Community Building workshop, a suite of workshops that equipped us with tools & inspiration for increasing volunteerism as well as practical tips for identifying your towns strengths & weaknesses. It's been really interesting viewing other towns & how they tackle obstacles such as insurance for community groups & encouraging young people back to town once they've left for education or employment.

We have also been fortunate to host Peter Kenyon & his Eastern States counterparts from Rural Aid. They were really impressed with the lake as well as the beautiful town hall & golf course. Stay tuned as we hope to host a workshop with Rural Aid in the New Year.

Progress has recently signed up with the Town Team Movement, we hope this will open up additional avenues of funding for projects around our town as well as provide practical support for completing projects.

Planning for the 2023 regatta is well underway with the committee meeting monthly to coordinate this event. Fundraising is in full swing with a range of catering activities, bar service & can recycling activities that have been completed. We are hopeful this will enable us to put on an event just as fantastic as the 2021 Regatta.

We held a community meeting earlier in the year to identify our priorities moving forward. Some of the projects previously mentioned have arisen from that meeting. Long term, our goals include to upgrade the boat ramp, install chalets as part of a caravan park upgrade, kerbing to separate the lake car park from the playground, upgrade the lake side playground equipment.

## **11.1 Other Matters raised by members**

### Libby Heffernan

Yealering Turnoff Signs – Yealering directional signs have been ordered.

Wickepin Caravan Park Upgrade – Concept plans and cost estimates have been received and at this stage council will not proceed with any immediate works. This project has not been included in the 22/23 budget. Council could possibly re design and break the project down in to stages and fit within available funding.

### CEO – Noel Mason

Landscaping – Independent Living Units Johnston Street – The CEO suggested to the committee of potential input into the landscaping of the ILU.

Wild Oats in Townsites – The CEO advised that letters had been sent to residents advising they need to remove and clear their properties of fire hazards and comply with council's Fire Break Notice.

## **12. Urgent Business**

## **13. Closure**

The next Townscape and Cultural Planning Committee meeting will be held in March 2023 commencing at 9.30am.

There being no further business the Chairperson declared the meeting closed at 10.30am.

RECEIVAL OF MINUTES**7.3 Albert Facey Homestead Committee**

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<b>Submission To:</b>	<b>Ordinary Council</b>
<b>Location/Address:</b>	<b>Whole Shire</b>
<b>Name of Applicant:</b>	<b>Melissa Martin, Executive Support Officer</b>
<b>File Reference:</b>	<b>CR.MEE.208</b>
<b>Author:</b>	<b>Melissa Martin, Executive Support Officer</b>
<b>Disclosure of any Interest:</b>	<b>Nil</b>
<b>Date of Report:</b>	<b>8 November 2022</b>

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**Enclosure/Attachments:**

Minutes of the Albert Facey Homestead Committee meeting held on Monday 7 November 2022.

**Background:**

The Albert Facey Homestead Committee meeting was held on Monday 7 November 2022.

**Summary:**

Council is being requested to receive the Albert Facey Homestead Committee meeting minutes held on Monday 7 November 2022.

**Comments:**

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

**Statutory Environment:**

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

**Policy Implications:** Nil

**Financial Implications:** Nil

**Strategic Implications:** Nil

**Recommendations:**

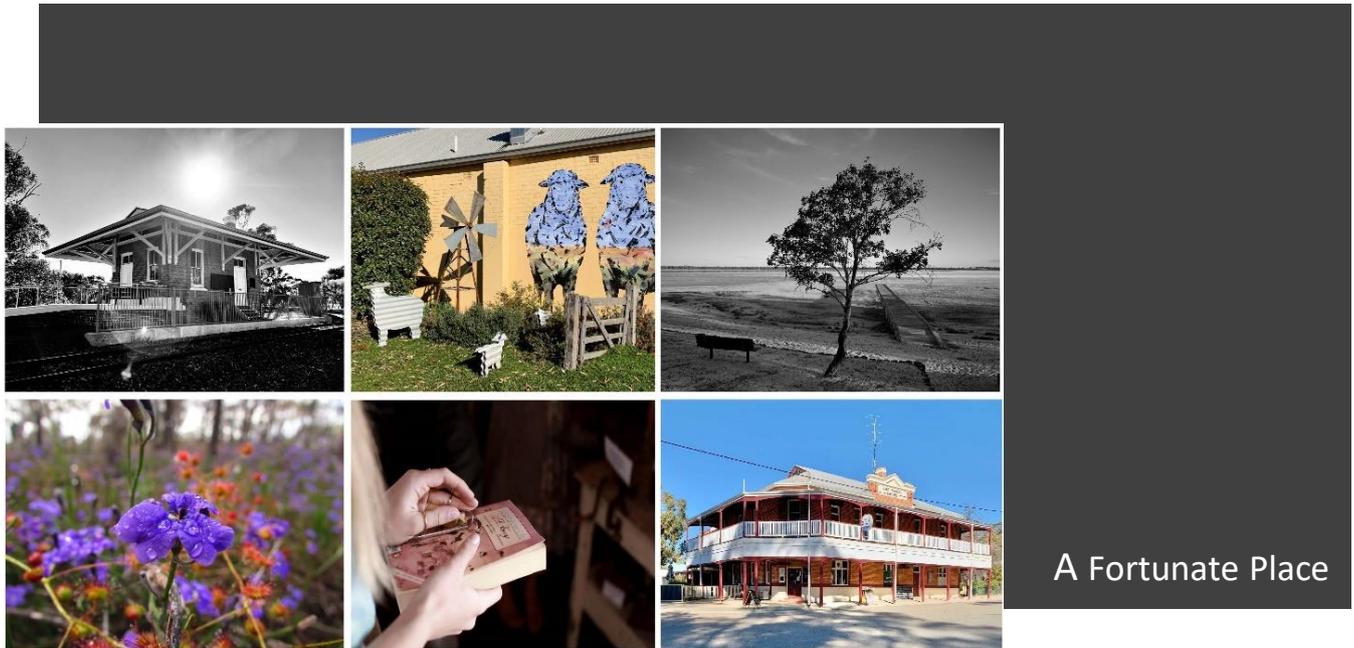
That the minutes for the Albert Facey Homestead Committee meeting held on Monday 7 November 2022 be received.

**Voting Requirements:** Simple majority

**Resolution No 161122-03****Moved Cr Allan / Seconded Cr Miller**

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

# 7 NOVEMBER 2022



## Notice of an Albert Facey Homestead Committee Meeting

Please note that the next Albert Facey Homestead Committee Meeting of the Shire of Wickepin will be held on Monday 7 November 2022 at Council Chambers, Wickepin, commencing at 1.00pm.

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

Noel Mason  
Acting Chief Executive Officer

4 November 2022

### Disclaimer

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

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



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

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

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

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**Minutes of Albert Facey Homestead Committee Meeting held in Council Chambers, Wickepin  
Monday 7 November 2022**

The Chairperson declared the meeting open at 1.06pm.

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

Dave Astbury	Chairperson
Libby Heffernan	Member
Charlotte Astbury	Member
Linley Rose	Member
Erika Clement	Deputy Chief Executive Officer
Mel Martin	Executive Support Officer

**Apologies**

Cr Julie Russell	Member
Luci Sartori	Member

**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 – 2 May 2022.

**Moved L Heffernan / Seconded L Rose**

That the minutes of the Albert Facey Homestead Committee held on 2 May 2022 be confirmed as a true and correct record.

**Carried 4/0**

## 7. Status Report

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

Subject/Action	Officer	Progress	Status	Comment
That the donated cart from the A Fortunate Life movie be temporarily relocated to the Toolseum to be covered with a tarpaulin.	CEO	Cart has been relocated.	✓	Completed.

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

<b><u>Albert Facey</u></b>		
<b>Date</b>	<b>Description</b>	<b>Income</b>
02/05/2022	ALBERT FACEY TAKINGS 02.05.22	\$ 181.82
16/06/2022	ALBERT FACEY TAKINGS 16/06/2022	\$ 154.55
28/09/2022	ALBERT FACEY TAKINGS 28/09/2022	\$ 318.18
27/10/2022	ALBERT FACEY TAKINGS 27/10/2022	\$ 254.55
		<b>\$ 909.10</b>
<b>Date</b>	<b>Description</b>	<b>Expenditure</b>
25/05/2022	EFIRE & SAFETY MAY 2022- 6 MONTH FIRE EQUIPMENT	\$ 50.00
03/06/2022	WILSON DAVID ASHLEY	\$ 164.14
27/06/2022	MCPEST PEST CONTROL TERMITE INSPECTION 2022	\$ 68.18
19/07/2022	LGISWA PROPERTY INSURANCE 2022 FIRST INSTALLMENT	\$ 273.46
25/07/2022	ELIZABETH HEFFERNAN CLEANING 10TH JULY 2022	\$ 60.00
04/08/2022	ASHLEY CARON PENELOPE IOW PAY	\$ 15.04
04/08/2022	ASHLEY CARON PENELOPE LABOH PAY	\$ 10.53
04/08/2022	ASHLEY CARON PENELOPE IOT PAY	\$ 21.89
04/08/2022	ASHLEY CARON PENELOPE O/H PAY	\$ 15.32
19/08/2022	BRANSBY BRODY GEORGE IOW PAY	\$ 113.72
19/08/2022	BRANSBY BRODY GEORGE LABOH PAY	\$ 79.60
19/08/2022	BOBCAT T650 TRACK LOADER PLAN PLANT	\$ 70.00
19/08/2022	DEP PLANT	\$ 11.50
30/09/2022	DEPARTMENT OF FIRE AND EMERGENCY (DFES) ESL LEVY 22/23	\$ 93.00
10/10/2022	LGISWA PROPERTY INSURANCE 2022 2ND INSTALLMENT	\$ 248.60
17/10/2022	ELIZABETH HEFFERNAN CLEANING ( 7/10/2022 AND 15/10/2022)	\$ 50.00
		<b>\$ 1,344.98</b>

#### **Moved L Rose / Seconded D Astbury**

That the financial statement tabled for the period May 2022 – November 2022 as presented be received on the provision that entries dated 19/08/2022 be investigated.

**Carried 4/0**

## 9. Receipt of Reports & Consideration of Recommendations

## 10. Reports & Information

### 10.1 Other matters raised by members

### Albert Facey Takings

Libby Heffernan took the opportunity to thank CSO Katelyn Beard on her efficiency regarding collection of the Albert Facey takings on a regular basis.

### Cart

Libby Heffernan suggested the cart be relocated from the She Said He Said and a structure to house the cart be built in the Toolseum.

The approx. size of the structure would be an estimate of 6m x 4m.

Linley Rose asked if there were any grants currently available to fund the project. Linley also suggested accessing the Reserve Account to aid with costings.

DCEO Erika Clement will investigate the requirements in regards to building and planning permits. DCEO will also consult with CDO Lorraine Hedditch in relation to see if any grants available to fund this.

Charlotte Astbury suggested the structure be enclosed with perspex for protection and easy viewing.

### Website

Linley Rose asked if the Shire could update the following on the Shire Web Page:

- Remove Art Prize 2018
- Update Community Awards
- Attractions – add Wogolin Road Recreation Area

### Donation – Postcards

Linley Rose presented two postcards that have been donated to the Albert Facey Committee by Janet Thorley.

### **Moved L Rose / Seconded C Astbury**

That the Postcards kindly donated to the Albert Facey Homestead Committee be accepted and professionally framed and the project will be supervised by Libby Heffernan.

**Carried 4/0**

### Tour Groups

Dave & Charlotte Astbury mentioned that Kings Tours failed to attend their scheduled tour on Wednesday 12 October 2022.

Libby Heffernan stated she has a tour booked for September 2023. The tour group will get lunch from Jeans Newsagency.

### Shire Gardner's

Libby Heffernan took the opportunity to thank the Shire Gardner's and commended them on the job they are doing at the Albert Facey Homestead.

### Milk Stool

Libby Heffernan asked Dave Astbury how the milk stool project was progressing. Dave said it will be actioned in the near future.

### Lost Perth

DCEO Erika Clement asked if any of the Committee Members had seen the Facebook Post from Lost Perth of the meat safe at Albert Facey Homestead. The post has received 265 comments.

## **11. Urgent Business**

## **12. Closure**

The next Albert Facey Homestead Committee Meeting will be held in February 2023.

**There being no further business the Chairperson declared the meeting closed at 1.40pm.**

## 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.	○	Still to be undertaken. Will discuss at the next AFH Committee Meeting.
1161-150921-13	Townscape & Cultural Planning Committee Recommendations	CEO	That the current Wogolin Road information board not be re-sited and that a new board be redesigned.	○	Researching digital signs.
1177-200422-06	Bush Fire Control Officers' Meeting Recommendations	CEO	That a photo of Ernie White along with a plaque be commission to be hung in an appropriate place at the discretion of Council.	○	Photo received, now to be copied and framed.
1189-150622-10	Townscape & Cultural Planning Committee Recommendations	CEO	That Council remove the old playground from the Facey Homestead Park, relocate the bin to the northwest corner and improve the landscaping under the tree.	✓	Removed 11/11/22
1219-191022-05	RFQ 4/2022-23 Gravel Extraction and Landfill Work Contract	CEO	That Council accept the Request for Quotes from Fulford Earthmoving for the Annual Gravel Extraction and Landfill Maintenance contract for 2022/23.	✓	Acceptance letter sent 27/10/2022.
1220-191022-10	Administration Office Christmas Trading Hours 2022/2023	CEO	That the trading hours for 2022/2023 Christmas period be adopted.	✓	Will be advertised on Shire website, Facebook page and Watershed.
1221-191022-11	Appointment of Authorised Officers	CEO	1. That the Shire of Wickepin makes the following appointments: Erika Clement, Melissa Martin, Lara Marchei, Eleanor Stanyer, Katelyn Beard, Jenna Lansdell, Lynda Guall, Stefanie Green and Lorraine	✓	Appointments made.

			Hedditch to be appointed as Authorised Officers to exercise powers pursuant to the following legislations; Dog Registration Officer's under the Dog Act 1976 (as amended); Guy Maley and Noel White (Shire of Narrogin Rangers) to be appointed as Authorised Officers to exercise powers pursuant to the following legislations; Bush Fires Act 1954 (as amended) Dog Act 1976 (as amended) 2.That all previous appointments be cancelled.		
1222-191022-12	Dual Fire Control Officers 2022/2023	CEO	That Council appoint the following Dual Fire Control Officers for the Shire of Wickepin from the Shire of Kulin for the 2022/2023 Bush Fire Season: Clinton Mullan David Lewis	✓	Letter sent 27/10/2022.
1223-191022-13	Precinct Master Plan for the Wickepin Caravan Park	CEO	That Council acknowledge receipt of the Rawlinsons (WA) estimate of quantities and cost for the redevelopment of the Wickepin Caravan Park and thank ORA for their consultancy services. Note: Quantities Estimate document not circulated with this report.	✓	Completed.
1224-191022-14	Local Government Election Reform	CEO	That Council advise the DLGSC that the preferred method of transition to a lesser number of Councillors for the Shire of Wickepin is; Reducing the number from 8 to 7 for the 2023 LG Election by completing a Ward and	✓	Completed. Advertised in Narrogin Observer 27/10/2022, Watershed news and Shire Website.

			Representation Review by the 14 <sup>th</sup> February 2023, for submission to the Local Government Advisory Board. The Shire's preferred approach to achieve the reduction is by not filling the existing vacancy on Council, which is due to filled at the 2023 election.		
1224-191022-15	Local Government Election Reform	CEO	That council proceed to undertake a Ward and Representation Review 2022 (Review) to address the question of reducing 8 councillors to 7, with the Review to be completed in time for consideration at the Ordinary Council meeting in December 2022.	✓	Completed. Advertised in Narrogin Observer 27/10/2022, Watershed news and Shire Website.
1225-191022-16	Recruitment Committee Meeting Recommendations	CEO	<p>1. That following the interview, the Recruitment Committee is of the opinion that there is no suitable applicant for the Chief Executive Officer position and therefore the Recruitment Committee should reconvene again in February 2023.</p> <p>Note: council will proceed with matter immediately, refer to item 15.2.</p> <p>2. That Council undertake a Request for Quotes (RFQ) process for the appointment of an Employment Consultant to assist in the recruitment and appointment of a Chief Executive Officer as required by the LG Act 1995.</p>	✓	Completed.

1226-191022-17	Australia Day Committee Meeting Recommendations	CEO	That there be no charge for entry to the Wickepin Swimming Pool on Thursday 26 January 2023.	✓	Email sent to pool Manager – 27/10/2022.
1227-191022-21	Appointment - CEO Recruitment	CEO	That Council appoint LOGO Appointments to undertake the Recruitment process for the position of Chief Executive Officer for the Shire of Wickepin at an estimated price of \$12,283 plus GST.	✓	Completed.
1228-191022-22	Appointment - Acting CEO	CEO	That Council appoint Erika Clement as Acting CEO on the current CEO package from 11th November 2022 until further notice.	✓	Appointment letter sent 27/10/2022.

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

○ = in progress    ✓ = completed    ✕ =superseded

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

## 10. Receipt of Reports & Consideration of Recommendations

TECHNICAL SERVICES**10.1.01 Manager Works and Services' Report**


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<b>Submission To:</b>	<b>Ordinary Council</b>
<b>Location/Address:</b>	<b>Whole Shire</b>
<b>Name of Applicant:</b>	<b>Manager Works &amp; Services, Graeme Hedditch</b>
<b>File Reference:</b>	<b>CM.REP.1</b>
<b>Author:</b>	<b>Manager Works &amp; Services, Graeme Hedditch</b>
<b>Disclosure of any Interest:</b>	<b>Nil</b>
<b>Date of Report:</b>	<b>9 November 2022</b>

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**Enclosure/Attachments:** Nil

**Summary:**

Monthly report submitted from the Manager of Works & Services, Mr Graeme Hedditch.

**Background:** Nil

**Comments:****Construction Works 22/23**

- WSNF Rabbit Proof Fence Rd – Roadworks gravel carting is now completed and all gravel has been laid out. As per the CEO's Wrap of Friday 4<sup>th</sup> November 2022, the stabilisation and sealing work to be completed in February 2023.
- Malyalling Road - Gravel re-sheeting is completed.
- Yarling Brook Road- Gravel re-sheeting commenced on 14 November 2022.
- Wickepin-Pingelly Rd and Gillimanning Rd Intersection - Work will now commence to complete the road formation to correct profile. Some clay gravel needs to be removed and more gravel carted in to bring up to finish heights. Survey has been completed and in places the gravel is still 500mm shy of finish heights. The stabilisation requires quicklime to combine with the base product; this is due to the high clay content in the base gravel. Again all this work will be timed for completion when stabilisation and bitumen can occur in February.
- Harrismith toilet block is lockup and near completion. The plumber is waiting on the septic sumps to arrive; the electrician is booked for 2 weeks' time.

**Skate Park**

- Work on the Skate Park design has commenced. Matt de Koning from Skate Sculpture is helping with the compressed new design including the Basketball court. The design was shortened by 7m (east/west) and widened by 5m to 14m. If the price is still high, the width can be reduced without impacting the play elements saving concrete, we are hopeful all the play elements can be incorporated into the space.

Matt has the required feature survey for the new skate park to make sure all required elements fit. This will give a better understanding to which work the Shire can complete and which work will go for tender. By breaking down the skate park project costings, this will be more cost effective way to complete the project.

Once design is settled we can then run estimates of cost with the aim of Shire doing all those individual elements that it can e.g. basketball court, foundations for wall, ground works, gardens, gazebos, footpaths and drainage and use contractors for the concrete skate bowl mainly. If a contract price can be obtained that saves Shire effort for our price, we may consider that as well and drop off a few elements.

Obviously, the timing of the project is critical. It is proposed that when plans and QA/price estimates are completed, direct emailing to Councillors and Townscape Committee etc. will be done to speed up the consultation process. If WALGA E Tenders are used, prices are only generally fixed for 14 days, so decision time will need to be quick. I am hopeful this can be timed into the December meeting, so progress can be planned around Feb/Mar/Apr 23, so all expenditure is completed by 30 June 2023.

### **Maintenance Works**

- Maintenance Grader – maintenance grading ongoing.
- Pothole patching – ongoing.
- Signage maintenance – ongoing.

### **Occupational Health and Safety**

- Lost time injury – Nil

### **Parks and Gardens**

- General mowing and whipper snipping - on going.
- Much of the open parkland has been mowed, both in a combination of town gardening and preparations for fire season.
- General maintenance at Yealering and Harrismith - on going.
- Caravan Park Harrismith has had a good cleanup/rake up. It serves as open ground in a fire situation.

### **Plant and Equipment**

- General servicing.

### **Shire Housing - New Building Maintenance team**

- The team will be working through the list of shire housing issues.

**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 9 November 2022.

**Voting Requirements:** Simple majority

## **Resolution No 161122-04**

**Moved Cr Allan / Seconded Cr Mearns**

That Council notes the report from the Manager of Works and Services dated 9 November 2022.

**Carried 5/0**

TECHNICAL SERVICES**10.1.02 RFQ 05 2022-23 Supply and Lay of Asphalt**

<b>Submission To:</b>	<b>Ordinary Council</b>
<b>Location/Address:</b>	<b>Stock Route Road</b>
<b>Name of Applicant:</b>	<b>Graeme Hedditch, Manager Works Services</b>
<b>File Reference:</b>	<b>FM.TEN.1220</b>
<b>Author:</b>	<b>Graeme Hedditch, Manager Works Services</b>
<b>Disclosure of any Interest:</b>	<b>Nil</b>
<b>Date of Report:</b>	<b>9 November 2022</b>

**Enclosure/Attachments:** Nil

**Summary:**

Council is being requested to accept the WALGA Preferred Supplier Equote supplied by WCP Civil Pty Ltd for the supply and lay of asphalt for the 2022/23 Road Program.

**Background:**

Following the previous Request for Tender (RFT) being withdrawn from decision at the October 2022 meeting, the Manager of Works requested (RFT) tenders for the supply and lay of asphalt for the 2022/23 Road Program. Tenders were submitted via the WALGA Preferred Supplier E Quotes System requesting 6000m or 9000 sqm.

**SCHEDULE OF WORKS IS INDICATIVE ONLY AND MAY BE SUBJECT TO CHANGE.**

<b>Location</b>	<b>SLK</b>	<b>SLK</b>	<b>Length (m)</b>	<b>Width (m)</b>	<b>Area (m<sup>2</sup>)</b>
Stock Route Road Harrismith	0.0	3.22	6000	1.5	9000

**Comments:**

Tenders have been received from five companies and were evaluated using the evaluation sheet that has been included in this report. All suppliers were considered compliant to the RFT request.

After evaluation by the tender panel, the panel recommends WCP Civil Pty Ltd, based on price and capacity to deliver. WCP Civil are a well-equipped company with many years of experience and are able to deliver the required service.

The highest price tenderer, GDR Civil Contracting was contacted in relation to their price submitted. He advised that he had difficulty loading the EQuotes portal, and indicated that his price was \$326, 331. He was told that on this occasion Shire can only accept what was tendered.

								Description of Qualitative Criteria				
								Weighting				
								20%	20%	60%	0%	
Company/ Name	Location of works	Total Square meters	Type of Seal and stone size	Tendered rate \$/m2	Total Rate price	Budgeted Price	Under Budget	(a) Demonstrated experience by tenderer to meet the requirements as set out in specification.	(a) Demonstrated ability and procedures to ensure public and employee safety by way of Occupational Safety and Health, and adherence to the Traffic Management for Roadworks Code of Practice.	Price	Non conforming	Total
WCP Civil Pty, Ltd	Stock Route Road	9000	Asphalt	n/a	\$246,609			Yes	Yes			
	<b>total</b>				\$246,609			20	20	60		100
Roads 2000	Stock Route Road	9000	Asphalt	n/a	\$323,803			Yes	Yes			
	<b>total</b>							20	20	60		100
Super civil	Stock Route Road	9000	Asphalt		\$322,200			Yes	Yes			
	<b>total</b>							20	20	60		100
Fulton Hogan	Stock Route Road	9000	Asphalt		\$374,760			Yes	Yes			
	<b>total</b>							20	20	60		100
GDR Civil Contracting Pty Ltd	Stock Route Road	9000	Asphalt	n/a	\$3,263,310			Yes	Yes			
	<b>total</b>							20	20	60		100

**Statutory Environment:***Local Government (Functions and General) Regulations 1996 Section 11***11. When tenders have to be publicly invited**

- (1) *Tenders are to be publicly invited according to the requirements of this Division before a local government enters into a contract for another person to supply goods or services if the consideration under the contract is, or is expected to be, more, or worth more, than \$150 000 unless sub regulation (2) states otherwise.*
- (2) *Tenders do not have to be publicly invited according to the requirements of this Division if —*
- (a) *the supply of the goods or services is to be obtained from expenditure authorised in an emergency under section 6.8(1)(c) of the Act; or*
  - (b) *the supply of the goods or services is to be obtained through the WALGA Preferred Supplier Program; or*
  - [(ba) *deleted*]
  - (c) *within the last 6 months —*
    - (i) *the local government has, according to the requirements of this Division, publicly invited tenders for the supply of the goods or services but no tender was submitted that met the tender specifications or satisfied the value for money assessment; or*
    - (ii) *the local government has, under regulation 21(1), sought expressions of interest with respect to the supply of the goods or services but no person was, as a result, listed as an acceptable tenderer;*
- or*
- (d) *the contract is to be entered into by auction after being expressly authorised by a resolution of the council of the local government; or*
  - (e) *the goods or services are to be supplied by or obtained through the government of the State or the Commonwealth or any of its agencies, or by a local government or a regional local government; or*
  - (ea) *the goods or services are to be supplied —*
    - (i) *in respect of an area of land that has been incorporated in a district as a result of an order made under section 2.1 of the Act changing the boundaries of the district; and*
    - (ii) *by a person who, on the commencement of the order referred to in subparagraph (i), has a contract to supply the same kind of goods or services to the local government of the district referred to in that subparagraph;*
- or*
- (f) *the local government has good reason to believe that, because of the unique nature of the goods or services required or for any other reason, it is unlikely that there is more than one potential supplier; or*
  - (g) *the goods to be supplied under the contract are —*
    - (i) *petrol or oil; or*
    - (ii) *any other liquid, or any gas, used for internal combustion engines;*
- or*
- (h) *the following apply —*

- (i) *the goods or services are to be supplied by a person registered on the Aboriginal Business Directory WA published by the Small Business Development Corporation established under the Small Business Development Corporation Act 1983; and*
  - (ii) *the consideration under the contract is \$250 000 or less, or worth \$250 000 or less; and*
  - (iii) *the local government is satisfied that the contract represents value for money;*
- or
- (i) *the goods or services are to be supplied by an Australian Disability Enterprise; or*
  - (j) *the contract is a renewal or extension of the term of a contract (the **original contract**) where —*
    - (i) *the original contract was entered into after the local government, according to the requirements of this Division, publicly invited tenders for the supply of goods or services; and*
    - (ii) *the invitation for tenders contained provision for the renewal or extension of a contract entered into with a successful tenderer; and*
    - (iii) *the original contract contains an option to renew or extend its term; and*
    - (iv) *the supplier's tender included a requirement for such an option and specified the consideration payable, or the method by which the consideration is to be calculated, if the option were exercised;*
- or
- (k) *the goods or services are to be supplied by a pre-qualified supplier under Division 3.*

*[Regulation 11 amended in Gazette 29 Apr 1997 p. 2145; 26 Jun 1998 p. 3447; 25 Feb 2000 p. 970-1; 29 Jun 2001 p. 3130; 31 Mar 2005 p. 1054-5; 2 Feb 2007 p. 245-6; 18 Sep 2015 p. 3804-6.]*

## **12. Anti-avoidance provision for r. 11(1)**

- (1) *This regulation applies if a local government intends to enter into 2 or more contracts (the **contracts**) in circumstances such that the desire to avoid the requirements of regulation 11(1) is a significant reason for not dealing with the matter in a single contract.*

**Policy Implications:** Refer to Council's Policy 3.1.8 – PURCHASING

### **Financial Implications:**

Amounts are included in the 2022/23 adopted budget, within the roadworks program therefore no additional financial implication for the 2022/23 financial year.

## Strategic Implications: infrastructure

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

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

### Recommendations:

That Council accept the tender from WCP Civil Pty Ltd as per received RFT 05 2022/23 Supply and Lay Asphalt at the tendered price of \$246,609 including GST for 9000sqm. The CEO be granted approval to approve adjusted tender price based on the exact square metres required to complete the works.

### Voting Requirements:

Simple majority

### Resolution No 161122-05

#### Moved Cr Mearns / Seconded Cr Corke

That Council accept the tender from WCP Civil Pty Ltd as per received RFT 05 2022/23 Supply and Lay Asphalt at the tendered price of \$246,609 including GST for 9000sqm. The CEO be granted approval to approve adjusted tender price based on the exact square metres required to complete the works.

**Carried 5/0**

TECHNICAL SERVICES**10.1.03 Route Determination - V121112/VA8188 - ACFS Port Logistics**


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<b>Submission To:</b>	<b>Ordinary Council</b>
<b>Location/Address:</b>	<b>Wickepin – Corrigin Road</b>
<b>Name of Applicant:</b>	<b>Graeme Hedditch, Manager Works Services</b>
<b>File Reference:</b>	<b>FM.TEN.1220</b>
<b>Author:</b>	<b>Graeme Hedditch, Manager Works Services</b>
<b>Disclosure of any Interest:</b>	<b>Nil</b>
<b>Date of Report:</b>	<b>9 November 2022</b>

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**Enclosure/Attachments:** PBS Permit Application – Add Road to Existing Permit

**Summary:**

Council is being requested to consider Route Determination - V121112/VA8188 by ACFS Port Logistics Pty Ltd to add additional roads to their existing permits.

**Background:**

ACFS Port Logistics Pty Ltd, requested additional roads (WBR - Lomos South Rd 4290155, Wickepin-Corrigin Rd 4290001 - PBS 2B.3) to be added to their existing permits which currently is Sparks Road to Williams and then to Perth via Albany Hwy. The additional route to Tamma Grains is as an alternative route, if they don't get a full load at WA Kaolin.

**Comments:**

The application is attached. Of concern for the route was the bridge at Lake Yealering.

Manager Works and Services, Graeme Hedditch spoke to Tony Humphreys from Main Roads (Bridge Section), regarding the Yealering Bridge on Wickepin-Corrigin Road. Tony has reassured the Shire that the Yealering Bridge is in good order for the truck movements.

Reading section F – of the Performance Base Standards (PBS) Permit Application Route Details, through the shire, PBS Units will run empty or with half a load from WA Kaolin to Tamma Grain. Rarely will it be the other way round, Tamma Grains to WA Kaolin and if that was the case they would have only one full container, either 40 foot or 20 foot as the load.

The applicant has indicated that they do not expect this to happen, but occasionally they may only have one sea container to collect from WA Kaolin, therefore they need the route approved so they can call via Tamma Grains.

**Statutory Environment:**

Local Government Act 1995, MRWA Performance Based Standards (PBS) Permits application and conditions for a 2B.3 application.

**Policy Implications:**

This matter is brought to Council because the existing policy relates to rural or primary produce on unsealed Shire roads. The approval being requested is not possible under existing Shire Policy settings.

**Financial Implications:** Not applicable

**Strategic Implications:** Not applicable

**Recommendations:**

That Council approve the Route Determination - V121112/VA8188 application from ACFS Port Logistics Pty Ltd.

**Voting Requirements:**

Simple majority

**Resolution No 161122-06**

**Moved Cr Miller / Seconded Cr Corke**

That Council approve the Route Determination - V121112/VA8188 application from ACFS Port Logistics Pty Ltd

**Carried 5/0**

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

<b>Submission To:</b>	<b>Ordinary Council</b>
<b>Location / Address:</b>	<b>Whole Shire</b>
<b>Name of Applicant:</b>	<b>Erika Clement – Deputy Chief Executive Officer</b>
<b>File Reference:</b>	<b>FM.FR.1212</b>
<b>Author:</b>	<b>Erika Clement – Deputy Chief Executive Officer</b>
<b>Disclosure of any Interest:</b>	<b>Nil</b>
<b>Date of Report:</b>	<b>8 November 2022</b>

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

**Summary:**

List of accounts remitted during the period 1 October 2022 to 31 October 2022.

<b>Municipal Account</b>	<b>Vouchers</b>	<b>Amounts</b>
EFT	12893 – 12990, 12992 – 12997	\$ 423,810.33
Cheques	15849 -15854	\$16,949.75
Direct Deductions	October	\$ 2,004.16
Superannuation	October	\$17,047.02
Credit Card	October	\$418.75
Bpay	October	\$6,296.70
Payroll	October	\$89,715.00
Licensing	October	\$24,228.85
	<b>October Total</b>	<b>\$580,470.56</b>
<b>Trust</b>		0.00
EFT	12991	50.00
	<b>October Total</b>	<b>50.00</b>
	<b>Total for October</b>	<b>\$580,520.56</b>

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

**Certificate of Chief Executive Officer:**

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

**Comments:**

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

**Statutory Environment:**

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

**Policy Implications:**

Policy 3.1.7 - Cheque Issue

**Strategic Implications:**

Nil

**Recommendations:**

That council acknowledges that payments totalling \$580,520.56 for October 2022 have been made in accordance with the list included in these minutes, and scrutiny of the list has found that the payments are satisfactory.

**Voting Requirements:**

Simple majority

**Resolution No 161122-07****Moved Cr Allan / Seconded Cr Mearns**

That council acknowledges that payments totalling \$580,520.56 for October 2022 have been made in accordance with the list included in these minutes, and scrutiny of the list has found that the payments are satisfactory.

**Carried 5/0**

<b>List of Accounts Due &amp; Submitted to Council</b>					
<b>31st October 2022</b>					
<b>Chq/EFT</b>	<b>Date</b>	<b>Name</b>	<b>Description</b>	<b>Trust</b>	<b>Muni</b>
EFT12991	27/10/2022	MICHELLE MILLER	REFUND OF CAT TRAP BOND	\$ 50.00	
			<b>TOTALS TRUST</b>	\$ 50.00	
EFT12893	01/10/2022	WESTNET PTY LTD	INTERNET USAGE 1/10/2022 TO 1/11/2022		\$ 144.90
EFT12894	13/10/2022	AUSTRALIA POST	SEPTEMBER 2022 POSTAGE		\$ 44.58
EFT12895	13/10/2022	AFGRI EQUIPMENT AUSTRALIA PTY LTD	FILTERS		\$ 52.56
EFT12896	13/10/2022	BENNIER TRADING TRUST	GRAVEL		\$ 2,750.00
EFT12897	13/10/2022	BURGESS RAWSON (WA) PTY LTD	WATER USAGE 28/07/2022 TO 04/10/2022		\$ 181.52
EFT12898	13/10/2022	BKS ELECTRICAL	ATTEND FAULT AT YEALERING CARAVAN PARK		\$ 495.00
EFT12899	13/10/2022	BRETT ROWE MOBILE HD MECHANICAL SERVICES	REPAIRS TO TRUCK AND TRAVEL TO WICKEPIN		\$ 1,053.55
EFT12900	13/10/2022	BEACON EQUIPMENT	CUTTING BLADES, POLE SAW CHAINS+MOWING HEADS		\$ 1,025.00
EFT12901	13/10/2022	CLAW ENVIRONMENTAL PTY LTD	DRUMMUSTER DRUM COLLECTION 30/6/2022		\$ 990.88
EFT12902	13/10/2022	CONPLANT	PAD FOOT HIRE, TRANSPORT TO SITE		\$ 6,021.13
EFT12903	13/10/2022	CLARK EQUIPMENT	GLASS SLIDE WINDOW, KEYS AND FREIGHT		\$ 384.48
EFT12904	13/10/2022	CROWN METROPOL	WALGA CONVENTION-COUNCILLOR ACCOMODATION		\$ 3,264.45
EFT12905	13/10/2022	DX PRINT GROUP PTY LTD	BUSINESS CARDS MWS		\$ 198.00
EFT12906	13/10/2022	DUFFY ELECTRICS	CONNECT TEMPORARY POWER TO JOHNSTON ST UNITS		\$ 741.55
EFT12907	13/10/2022	EWEN RURAL SUPPLIES	ACCOUNT SEPTEMBER 2022		\$ 3,795.21
EFT12908	13/10/2022	EASIFLEET MANAGEMENT	FACEY GROUP VEHICLE LEASE SEPTEMBER 2022 + SERVICE		\$ 925.00
EFT12909	13/10/2022	DEPARTMENT OF FIRE AND EMERGENCY (DFES)	ESL LEVY 22/23 COUNCIL OWNED PROPERTIES		\$ 2,976.00
EFT12910	13/10/2022	GREAT SOUTHERN FUEL SUPPLIES	SEPTEMBER 2022 FUEL ACCOUNT		\$ 19,916.94
EFT12911	13/10/2022	GENIE AUSTRALIA PTY LTD	JOCKEY WHEEL, FREIGHT		\$ 924.81
EFT12912	13/10/2022	DAVE GARDNER	REFUND OF HALL HIRE BOND-UNITING CHURCH IN WA		\$ 240.00
EFT12913	13/10/2022	HANCOCKS HOME HARDWARE	P-TRAP, BRASS TAP		\$ 55.90
EFT12914	13/10/2022	WICKEPIN HISTORY BOOK COMMITTEE	2022/2023 COMMUNITY GRANT CONTRIBUTION		\$ 8,557.77
EFT12915	13/10/2022	BERYLE HOLM	SEPTEMBER 2022 CARAVAN PARK COMMISSION		\$ 537.44
EFT12916	13/10/2022	HITECH BRAKE AND CLUTCH	FILTERS		\$ 214.30
EFT12917	13/10/2022	IT VISION	IT VISION CONFERENCE OCTOBER 2022		\$ 218.90
EFT12918	13/10/2022	JASON SIGNMAKERS	SIGNAGE		\$ 678.70
EFT12919	13/10/2022	JAYDEN HARLAND	PRE-EMPLOYMENET MEDICAL RE-IMBURSEMENT		\$ 158.00
EFT12920	13/10/2022	KBUILT CONSTRUCTION	PRELIMINARIES 03/10/2022 TO 07/10/2022		\$ 2,658.00
EFT12921	13/10/2022	KENNARDS HIRE	PLANT HIRE- TOWABLE TRAFFIC LIGHTS		\$ 1,100.00
EFT12922	13/10/2022	METAL ARTWORK CREATIONS	BADGES - CDO, MWS		\$ 48.84
EFT12923	13/10/2022	LGISWA	PROPERTY INSURANCE 2ND INSTALLMENT 2022/23		\$ 127,560.57

EFT12924	13/10/2022	M.E PUMP WIZARDS	WORKS ON SEWERAGE FLOAT AS PER QUOTE 1386	\$ 4,235.00
EFT12925	13/10/2022	NOEL MASON	RE-IMBURSEMENT FOR VEHICLE EXPENSES	\$ 334.45
EFT12926	13/10/2022	GREAT SOUTHERN WASTE DISPOSAL	WASTE COLLECTION 29/08/2022 TO 26/09/2022	\$ 7,912.18
EFT12927	13/10/2022	NORTH STAR TRANSPORT	FREIGHT- SUNNY INDUSTRIAL BRUSHWARE	\$ 84.48
EFT12928	13/10/2022	NARROGIN BEARING SERVICES	TEE, CONNECTOR AND FITTING NIPPLE	\$ 39.40
EFT12929	13/10/2022	NARROGIN PUMPS, SOLAR AND SPRAYING	HOSE, CLAMPS	\$ 124.87
EFT12930	13/10/2022	NARROGIN PACKAGING	RETICULATION	\$ 799.40
EFT12931	13/10/2022	STAR TRACK EXPRESS	FREIGHT- BEACON EQUIPMENT AND T-QUIP	\$ 247.68
EFT12932	13/10/2022	NARROGIN LIQUOR BARONS	REFRESHMENTS 13/09/2022	\$ 178.97
EFT12933	13/10/2022	NARROGIN TOYOTA	CHAINSAW PARTS- SPROCKET, NUTS, LINK ,HAND GUARD	\$ 535.76
EFT12934	13/10/2022	OFFICEWORKS SUPERSTORES PTY LTD	STATIONERY AND OFFICE SUPPLIES	\$ 249.35
EFT12935	13/10/2022	OFFICE OF REGIONAL ARCHITECTURE	FINAL PAYMENT STAGE 1 - WK CARAVAN PARK PLAN	\$ 610.50
EFT12936	13/10/2022	PERFECT COMPUTER SOLUTIONS - PCS	MONTHLY FEE - SEPTEMBER 22, FIXING ISSUES	\$ 212.50
EFT12937	13/10/2022	PARRYS	PROTECTIVE CLOTHING - MWS	\$ 1,041.00
EFT12938	13/10/2022	REPCO	BATTERY AND GREASE GUN	\$ 492.02
EFT12939	13/10/2022	REECE PLUMBING ALBANY	SUPPLY + DELIVER TO SITE PLUMBING FIXTURES	\$ 22,970.36
EFT12940	13/10/2022	STEWART & HEATON	FIRE PROTECTIVE- TROUSERS, JACKETS AND BADGES	\$ 3,628.66
EFT12941	13/10/2022	SIGMA CHEMICALS	REPAIRS TO POOL ROBOTIC VACUUM	\$ 3,211.10
EFT12942	13/10/2022	ST JOHN AMBULANCE WESTERN AUSTRALIA	FIRST AID KIT SERVICING OCTOBER 2022	\$ 645.31
EFT12943	13/10/2022	TANYA MARY SANDS	SEPTEMBER 2022 CARAVAN PARK COMMISSION	\$ 616.60
EFT12944	13/10/2022	ERINBROOK ESTATE	RATES REFUND A6405 BROOKS ROAD WICKEPIN 6370	\$ 2,016.97
EFT12945	13/10/2022	TOLL IPEC	FREIGHT- STEWART AND HEATON, ARTFRAMERS	\$ 57.77
EFT12946	13/10/2022	T-QUIP	FILTERS, BELT	\$ 306.40
EFT12947	13/10/2022	THE YEALERING PANTRY	TOILET PAPER AND HAND TOWELS	\$ 442.20
EFT12948	13/10/2022	SSJ TRANSPORT PTY LTD	27HOURS SIDE TIPPER HIRE AND GRAVEL CARTAGE	\$ 5,346.00
EFT12949	13/10/2022	WICKEPIN NEWSAGENCY	CATERING 02/09/2022 AND 13/09/2022	\$ 641.50
EFT12950	13/10/2022	WICKEPIN COMMUNITY RESOURCE CENTRE	OPERATION OF LIBRARY AND SALARY SUBSIDY 2022/2023	\$ 23,839.20
EFT12951	13/10/2022	YEALERING PRIMARY SCHOOL	END OF YEAR AWARDS DONATION 2022	\$ 50.00
EFT12952	13/10/2022	AUSTRALIAN TAXATION OFFICE	BAS SEPTEMBER 2022	\$ 21,157.00
EFT12953	14/10/2022	PLASTERBOARD CEILING PTY LTD	DEPOSIT-INSTALLATION OF PLASTERBOARD TO UNITS	\$ 2,200.00
EFT12954	18/10/2022	PERTH CARPENTRY AND ROOFING	PROGRESS PAYMENT	\$ 5,280.00
EFT12955	27/10/2022	AIR LIQUIDE WA PTY LTD	SEPTEMBER CYCLINDER RENTAL FEE 2022	\$ 58.90
EFT12956	27/10/2022	AQUATIC SERVICES WA	SERVICE ON OVAL CHLORINE SYSTEM	\$ 3,137.20
EFT12957	27/10/2022	BURGESS RAWSON (WA) PTY LTD	RENT+ MANAGEMENT FEES 01/11/2022 -31/01/2023	\$ 4,005.21
EFT12958	27/10/2022	ASHLEY BLYTH	ADDITIONAL GRINDING OF STUMPS	\$ 550.00
EFT12959	27/10/2022	BKS ELECTRICAL	REPAIRS TO COMMUNITY CENTRE LIGHTS	\$ 1,626.38
EFT12960	27/10/2022	BRETT ROWE MOBILE HD MECHANICAL SERVICES	FIX 2 X SIDE DOORS ON TRUCK	\$ 4,205.35
EFT12961	27/10/2022	BUSSELTON ADVANCED DRIVER TRAINING	HR DRIVER TRAINING AND ASSESSMENT	\$ 1,795.00

EFT12962	27/10/2022	KENNETH JAMES BEATTIE	REFUND OF HALL HIRE BOND		\$ 600.00
EFT12963	27/10/2022	CENTRAL COUNTRY ZONE WALGA	ANNUAL SUBSCRIPTION 2022/2023		\$ 2,200.00
EFT12964	27/10/2022	CEMETERIES & CREMATORIA ASSN OF WA	ANNUAL ORDINARY MEMBERSHIP 2022/23		\$ 125.00
EFT12965	27/10/2022	BEFORE YOU DIG AUSTRALIA	MEMBERSHIP FEES 2022-23		\$ 440.00
EFT12966	27/10/2022	ELDERS WICKEPIN	SPRAYING OIL		\$ 313.50
EFT12967	27/10/2022	EMBROIDER ME	SHIRT EMBROIDERY		\$ 397.10
EFT12968	27/10/2022	HANCOCKS HOME HARDWARE	PAINT PRIMER AND SEALER		\$ 529.90
EFT12969	27/10/2022	ELIZABETH HEFFERNAN	CLEANING ALBERT FACEY HOMESTEAD		\$ 50.00
EFT12970	27/10/2022	JOHN PHILLIPS CONSULTING	CEO RECRUITMENT SERVICES		\$ 5,500.00
EFT12971	27/10/2022	KENNARDS HIRE	HIRE OF TRAFFIC LIGHTS		\$ 1,100.00
EFT12972	27/10/2022	MCLEODS BARRISTERS & SOLICITORS	LEGAL OPINION- HARRISMITH CRICKET CLUB LEASE		\$ 352.00
EFT12973	27/10/2022	NARROGIN GLASS	SUPPLY AND FIT WINDSCREEN		\$ 550.00
EFT12974	27/10/2022	NARROGIN BEARING SERVICES	VALVES, CLIPS AND HOSE		\$ 61.72
EFT12975	27/10/2022	NARROGIN PUMPS, SOLAR AND SPRAYING	HOSE CLAMP AND HOSE		\$ 49.26
EFT12976	27/10/2022	NARROGIN PACKAGING	RETIC		\$ 488.10
EFT12977	27/10/2022	STAR TRACK EXPRESS	FREIGHT-T-QUIP AND BEACON EQUIPMENT		\$ 56.49
EFT12978	27/10/2022	NARROGIN SUPERMARKET TREE TREE TRADING PTY LTD	BBQ SUPPLIES		\$ 63.61
EFT12979	27/10/2022	THE WORKWEAR GROUP PTY LTD	UNIFORM		\$ 305.88
EFT12980	27/10/2022	QUALITY PRESS	2 X FIRE PERMIT BOOKS		\$ 386.10
EFT12981	27/10/2022	REPCO	1 X GREASE GUN		\$ 151.36
EFT12982	27/10/2022	MICHELLE MILLER	COUNCIL CATERING AUGUST AND SEPTEMBER		\$ 660.00
EFT12983	27/10/2022	STATION MOTORS HOLDEN	0 WK VEHICLE CHANGEOVER		\$ 1,500.00
EFT12984	27/10/2022	SHIRE OF NARROGIN	PLANNING OFFICER CHARGE OUT APRIL-SEPTEMBER 2022		\$ 2,459.74
EFT12985	27/10/2022	TOLL IPEC	FREIGHT- STEWART AND HEATON		\$ 11.01
EFT12986	27/10/2022	THE YEALERING PANTRY	TOILET PAPER		\$ 120.00
EFT12987	27/10/2022	WESTRAC EQUIPMENT	INJECTOR, INJECTOR SLEEVE AND FILTERS		\$ 1,863.91
EFT12988	27/10/2022	SSJ TRANSPORT PTY LTD	SIDE TIPPER HIRE FOR GRAVEL CARTAGE X 5 DAYS		\$ 16,632.00
EFT12989	27/10/2022	WICKEPIN DISTRICT SPORTS CLUB	MERINO 4 SPONSORSHIP 2022		\$ 550.00
EFT12990	27/10/2022	WA LOCAL GOVERNMENT ASSOCIATION	LOCAL GOVERNMENT CONVENTION 2022- X2		\$ 5,200.00
EFT12992	28/10/2022	BUSSELTON ADVANCED DRIVER TRAINING	HR DRIVER TRAINING AND LICENCE BB		\$ 1,795.00
EFT12993	28/10/2022	KBUILT CONSTRUCTION	PRELIMINARIES 17/10/2022 TO 21/10/2022		\$ 2,658.00
EFT12994	28/10/2022	NARROGIN & DISTRICTS PLUMBING SERVICE	REPLACE SEWER IN HARRISMITH		\$ 2,563.00
EFT12995	28/10/2022	PERFECT COMPUTER SOLUTIONS - PCS	CHANGE NAME, DAILY MONITORING + MANAGEMENT		\$ 212.50
EFT12996	28/10/2022	PLASTERBOARD CEILING PTY LTD	PLASTERBOARD MATERIALS FOR UNIT 1 AND UNIT 2		\$ 61,050.00
EFT12997	28/10/2022	WREN OIL	WASTE OIL DISPOSAL OCTOBER 2022		\$ 16.50
			<b>TOTALS EFT</b>		\$ 423,810.33
15849	13/10/2022	WATER CORPORATION	WATER USAGE 28/07/2022 TO 04/10/2022		\$ 5,602.72

15850	13/10/2022	SYNERGY	STREETLIGHTS 25/08/2022 TO 24/09/2022	\$ 1,957.19
15851	27/10/2022	WATER CORPORATION	WATER USAGE 18/08/2022 TO 24/10/2022	\$ 1,628.95
15852	27/10/2022	SYNERGY	ELECTRICITY ACCOUNT 13/07/2022 TO 15/09/2022	\$ 2,670.89
15853	28/10/2022	WATER CORPORATION	WATER USAGE 23/08/2022 TO 25/10/2022	\$ 4,692.37
15854	28/10/2022	SYNERGY	ELECTRICITY ACCOUNT 19/08/2022 TO 18/10/2022	\$ 397.63
			<b>TOTALS CHEQUES</b>	\$ 16,949.75
DD13499.1	07/10/2022	3E ADVANTAGE PTY LTD	PHOTOCOPIER PAYMENTS SEPTEMBER 2022	\$ 1,598.76
DD13540.1	17/10/2022	WESTNET PTY LTD	INTERNET CHARGES 01/11/2022 TO 01/12/2022	\$ 234.90
DD13540.2	19/10/2022	CRISP WIRELESS PTY LTD	INTERNET SUBSCRIPTION 10/10/2022 TO 31/10/2022	\$ 71.50
DD13540.3	25/10/2022	CRISP WIRELESS PTY LTD	INTERNET SUBSCRPTION NOVEMBER 2022	\$ 99.00
			<b>TOTALS DIRECT DEBITS</b>	\$ 2,004.16
DD13577.1	19/10/2022	ANZ BANK	OCTOBER 2022 CREDIT CARD PAYMENT	\$ 418.75
			<b>TOTALS CREDIT CARD</b>	\$ 418.75
63131022	13/10/2022	TELSTRA	SATELLITE PHONE ACCOUNT 04/10/2022 TO 03/11/2022	\$ 45.00
99141022	14/10/2022	WATER CORPORATION	CONNECT WATER SUPPLY FIRE SHED + AMBULANCE SHED	\$ 6,251.70
			<b>TOTALS BPAY</b>	\$ 6,296.70
DD13494.1	05/10/2022	AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	\$ 5,300.51
DD13494.2	05/10/2022	SPIRIT SUPER	SUPERANNUATION CONTRIBUTIONS	\$ 337.80
DD13494.3	05/10/2022	ANZ SUPER	SUPERANNUATION CONTRIBUTIONS	\$ 140.32
DD13494.4	05/10/2022	MLC SUPER FUND	SUPERANNUATION CONTRIBUTIONS	\$ 374.60
DD13494.5	05/10/2022	PRIME SUPER	SUPERANNUATION CONTRIBUTIONS	\$ 789.77
DD13494.6	05/10/2022	AUSTRALIAN ETHICAL SUPER	SUPERANNUATION CONTRIBUTIONS	\$ 252.14
DD13494.7	05/10/2022	FIRSTCHOICE WHOLESALE PERSONALSUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	\$ 390.27
DD13494.8	05/10/2022	NETWEALTH INVESTMENTS	SUPERANNUATION CONTRIBUTIONS	\$ 248.71
DD13494.9	05/10/2022	AUSTRALIAN SUPER	SUPERANNUATION CONTRIBUTIONS	\$ 345.08
DD13532.1	19/10/2022	AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	\$ 5,530.48
DD13532.2	19/10/2022	SPIRIT SUPER	SUPERANNUATION CONTRIBUTIONS	\$ 361.72
DD13532.3	19/10/2022	ANZ SUPER	SUPERANNUATION CONTRIBUTIONS	\$ 90.63
DD13532.4	19/10/2022	MLC SUPER FUND	SUPERANNUATION CONTRIBUTIONS	\$ 441.74
DD13532.5	19/10/2022	PRIME SUPER	SUPERANNUATION CONTRIBUTIONS	\$ 663.36
DD13532.6	19/10/2022	AUSTRALIAN ETHICAL SUPER	SUPERANNUATION CONTRIBUTIONS	\$ 295.65
DD13532.7	19/10/2022	FIRSTCHOICE WHOLESALE PERSONALSUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	\$ 502.59
DD13532.8	19/10/2022	NETWEALTH INVESTMENTS	SUPERANNUATION CONTRIBUTIONS	\$ 290.71
DD13532.9	19/10/2022	AUSTRALIAN SUPER	SUPERANNUATION CONTRIBUTIONS	\$ 384.68
DD13494.10	05/10/2022	ESSENTIAL SUPER	SUPERANNUATION CONTRIBUTIONS	\$ 64.10
DD13532.10	19/10/2022	ESSENTIAL SUPER	SUPERANNUATION CONTRIBUTIONS	\$ 242.16
			<b>TOTALS SUPERANNUATION</b>	\$ 17,047.02



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


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<b>Submission To:</b>	<b>Ordinary Council</b>
<b>Location / Address:</b>	<b>Whole Shire</b>
<b>Name of Applicant:</b>	<b>Erika Clement – Deputy Chief Executive Officer</b>
<b>File Reference:</b>	<b>FM.FR.1212</b>
<b>Author:</b>	<b>Erika Clement – Deputy Chief Executive Officer</b>
<b>Disclosure of any Interest:</b>	<b>Nil</b>
<b>Date of Report:</b>	<b>8 November 2022</b>

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**Enclosure/Attachments:** Monthly report.

**Background:**

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

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

**Comments:**

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

**Statutory Environment:**

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

Local Government (Financial Management) Regulations 1996.

34. Financial reports to be prepared s. 6.4

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

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

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

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

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

- (a) According to nature and type classification;
- (b) By program; or

(c) By business unit.

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

(a) Presented to the council -

(i) At the next ordinary meeting of the council following the end of the month to which the statement relates; or

(ii) if the statement is not prepared in time to present it to the meeting referred to in subparagraph (i), to the next ordinary meeting of the council after that meeting; and

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

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

**Policy Implications:** Nil

**Strategic Implications:** Nil

**Recommendations:**

That the financial statements tabled for the period ending 31 October 2022 as presented be received.

**Voting Requirements:** Simple majority

**Resolution No 161122-08**

**Moved Cr Mearns / Seconded Cr Allan**

That the financial statements tabled for the period ending 31 October 2022 as presented be received.

**Carried 5/0**



## SHIRE OF WICKEPIN

### MONTHLY FINANCIAL REPORT

For the Period Ended 31 October 2022

LOCAL GOVERNMENT ACT 1995

LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996

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## Shire of Wickepin

### Compilation Report

For the Period Ended 31 October 2022

### Report Purpose

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

### Overview

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

### Statement of Financial Activity by reporting program

Is presented on page 6 and shows a surplus as at 31 October 2022 of \$2,113,957.

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-Nov-22

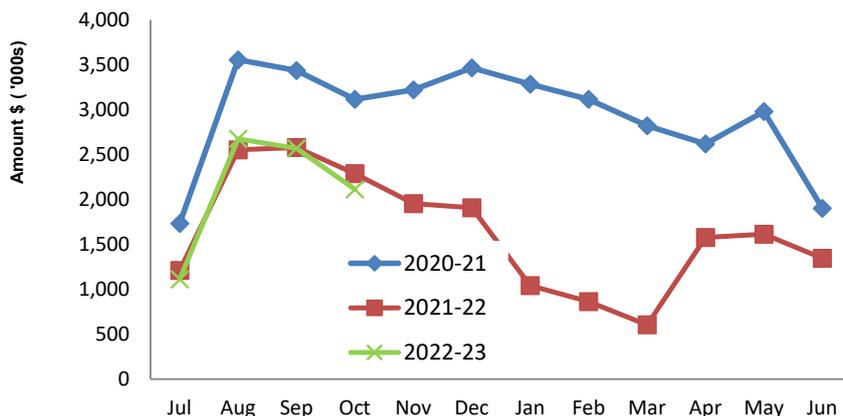
Reviewed by: Noel Mason ACEO

## Shire of Wickepin

### Monthly Summary Information

For the Period Ended 31 October 2022

**Liquidity Over the Year (Refer Note 3)**



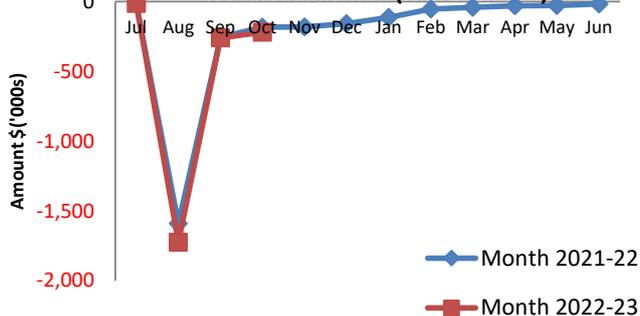
**Cash and Cash Equivalents as at period end**

Unrestricted	\$ 3,347,451
Restricted	\$ 3,035,461
	\$ 6,382,911

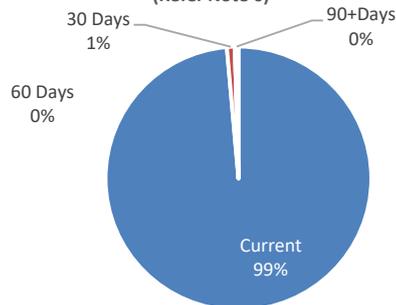
**Receivables**

Rates	\$ 219,347
Other	\$ 30,261
	\$ 249,608

**Rates Receivable (Refer Note 6)**



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



**Comments**

Unrestricted cash includes the following payments in advance

22/23 FESA paid in advance

22/23 Grants Commission - General

\$794,288

22/23 Grants Commission - Roads

\$492,655

**Amounts paid in advance**

**\$1,286,943**

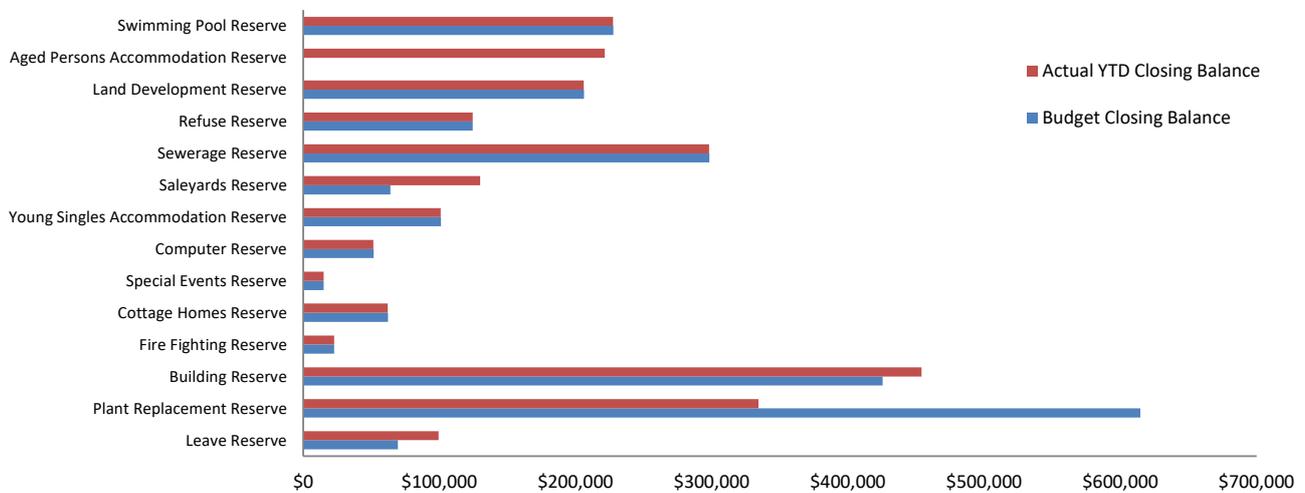
This information is to be read in conjunction with the accompanying Financial Statements and notes.

**Shire of Wickepin**  
**Monthly Summary Information**  
 For the Period Ended 31 October 2022

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



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



**Comments**

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

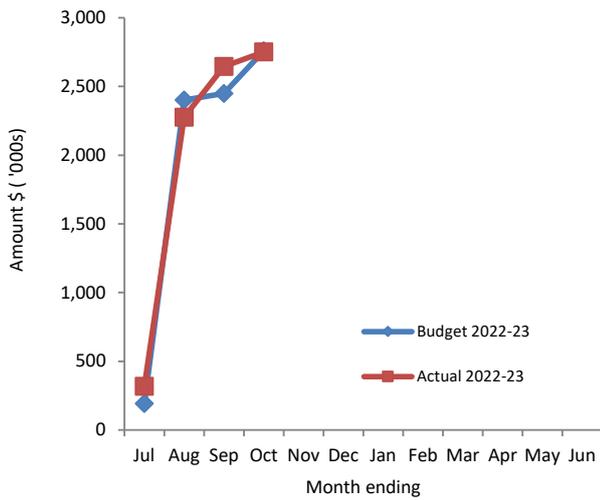
# Shire of Wickepin

## Monthly Summary Information

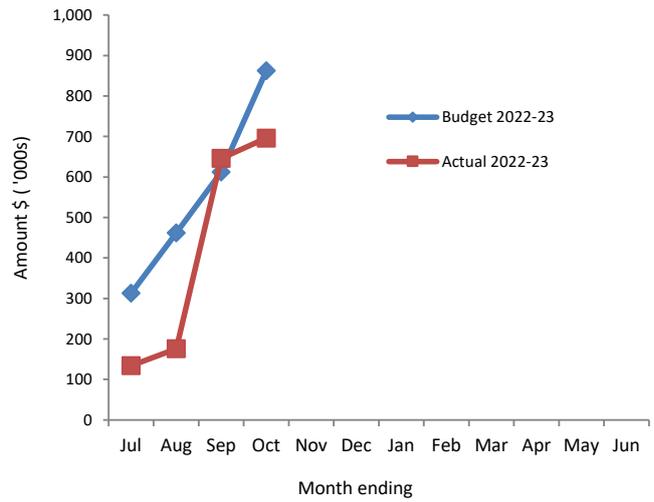
For the Period Ended 31 October 2022

### Revenues

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

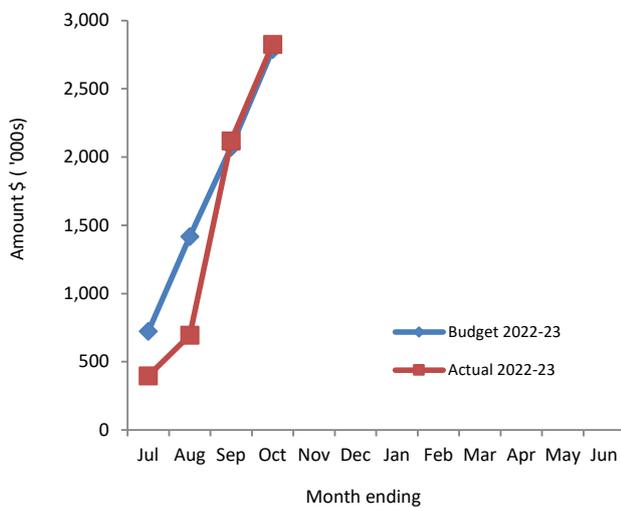


**Budget Capital Revenue -v- Actual (Refer Note 2)**

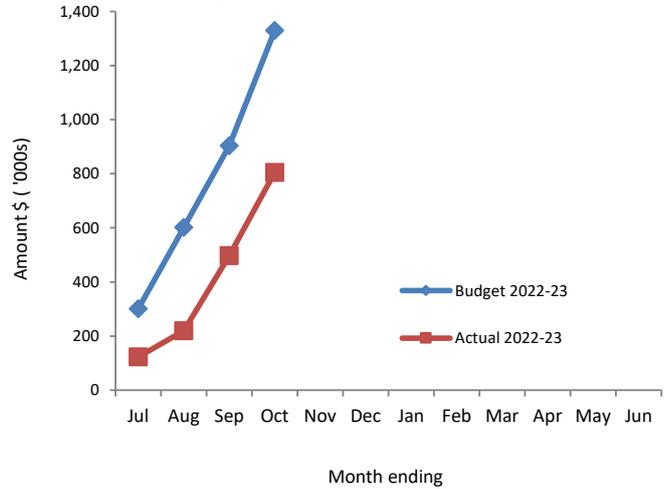


### Expenditure

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



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



### Comments

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

**SHIRE OF WICKEPIN**  
**STATEMENT OF FINANCIAL ACTIVITY**  
**(Statutory Reporting Program)**  
**For the Period Ended 31 October 2022**

Note	Annual Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
<b>Operating Revenues</b>	\$	\$	\$	\$	%	
Governance	15	4	5,645	5,641	141014.75%	
General Purpose Funding - Rates	1,483,634	1,483,308	1,470,786	(12,522)	(0.84%)	
General Purpose Funding - Other	338,554	106,902	117,714	10,812	10.11%	▲
Law, Order and Public Safety	132,367	93,177	94,091	914	0.98%	
Health	200	64	0	(64)	(100.00%)	
Education and Welfare	300	96	0	(96)	(100.00%)	
Housing	906,884	25,580	30,216	4,636	18.12%	
Community Amenities	186,438	154,955	163,784	8,829	5.70%	
Recreation and Culture	829,127	21800	28,691	6,891	31.61%	
Transport	2,300,428	839,605	799,027	(40,578)	(4.83%)	
Economic Services	83,325	27,764	36,922	9,158	32.99%	
Other Property and Services	19,000	6,328	4,366	(1,962)	(31.01%)	
<b>Total Operating Revenue</b>	<b>6,280,272</b>	<b>2,759,583</b>	<b>2,751,242</b>	<b>(8,341)</b>		
<b>Operating Expense</b>						
Governance	(523,217)	(229,651)	(216,817)	12,834	5.59%	
General Purpose Funding	(106,479)	(37,310)	(38,248)	(938)	(2.51%)	
Law, Order and Public Safety	(249,164)	(115,225)	(117,759)	(2,534)	(2.20%)	
Health	(26,325)	(8,756)	(6,012)	2,744	31.33%	
Education and Welfare	(53,751)	(17,896)	(2,916)	14,980	83.71%	▼
Housing	(175,571)	(62,356)	(63,927)	(1,571)	(2.52%)	
Community Amenities	(487,311)	(163,868)	(144,691)	19,177	11.70%	▼
Recreation and Culture	(1,152,588)	(415,611)	(444,961)	(29,350)	(7.06%)	
Transport	(4,842,446)	(1,614,052)	(1,604,478)	9,574	0.59%	
Economic Services	(321,372)	(107,072)	(87,234)	19,838	18.53%	▼
Other Property and Services	4,376	(31,977)	(99,167)	(67,190)	(210.12%)	▲
<b>Total Operating Expenditure</b>	<b>(7,933,847)</b>	<b>(2,803,774)</b>	<b>(2,826,210)</b>	<b>(22,436)</b>		
<b>Funding Balance Adjustments</b>						
Add back Depreciation	4,727,594	1,575,840	1,615,986	40,146	2.55%	
Adjust (Profit)/Loss on Asset Disposal	5,195	1,728	(2,644)	(4,372)	(252.99%)	
Adjust Provisions and Accruals	(29,918)	(29,918)	0	29,918	(100.00%)	
Adjust Rounding	0	0				
<b>Net Cash from Operations</b>	<b>3,049,296</b>	<b>1,503,459</b>	<b>1,538,374</b>	<b>34,915</b>		
<b>Capital Revenues</b>						
Proceeds from Disposal of Assets	196,000	163,333	49,664	(113,670)	(69.59%)	▼
<b>Total Capital Revenues</b>	<b>196,000</b>	<b>163,333</b>	<b>49,664</b>	<b>(113,670)</b>		
<b>Capital Expenses</b>						
Land and Buildings	(1,327,980)	(431,404)	(424,679)	6,725	1.56%	
Infrastructure - Roads	(2,622,550)	(874,204)	(259,615)	614,589	70.30%	▼
Infrastructure - Footpaths	(15,000)	(5,000)	0	5,000	100.00%	▼
Infrastructure -Other	(481,000)	(66,000)	(69,360)	(3,360)	(5.09%)	
Plant and Equipment	(234,000)	(52,000)	(51,027)	973	1.87%	
<b>Total Capital Expenditure</b>	<b>(4,680,530)</b>	<b>(1,428,608)</b>	<b>(804,681)</b>	<b>623,927</b>		
<b>Net Cash from Capital Activities</b>	<b>(4,484,530)</b>	<b>(1,265,275)</b>	<b>(755,018)</b>	<b>510,257</b>		
<b>Financing</b>						
Proceeds from New Debentures	0	0	0	0		
Self-Supporting Loan Principal	7,124	3,527	3,527	(0)	(0.00%)	
Transfer from Reserves	346,248	0	0	0		
Repayment of Debentures	(46,784)	(3,527)	(3,527)	0	0.00%	
Transfer to Reserves	(282,500)	0	0	0		
<b>Net Cash from Financing Activities</b>	<b>24,088</b>	<b>0</b>	<b>0</b>	<b>0</b>		
<b>Net Operations, Capital and Financing</b>	<b>(1,411,146)</b>	<b>238,184</b>	<b>783,356</b>	<b>545,172</b>		
<b>Opening Funding Surplus(Deficit)</b>	<b>1,411,055</b>	<b>1,411,055</b>	<b>1,330,601</b>	<b>(80,454)</b>	<b>(5.70%)</b>	
<b>Closing Funding Surplus(Deficit)</b>	<b>(91)</b>	<b>1,649,239</b>	<b>2,113,957</b>	<b>464,718</b>		

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

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

**SHIRE OF WICKEPIN**  
**STATEMENT OF FINANCIAL ACTIVITY**  
**(By Nature or Type)**  
**For the Period Ended 31 October 2022**

	Note	Amended Annual Budget	Amended YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
<b>Operating Revenues</b>		\$	\$	\$	\$	%	
Rates	9	1,483,634	1,483,308	1,470,786	(12,522)	(0.84%)	
Operating Grants, Subsidies and Contributions	11	1,985,749	285,924	289,066	3,142	1.10%	
Fees and Charges		484,626	290,117	324,336	34,219	11.79%	▲
Service Charges		0	0	0	0		
Interest Earnings		6,800	1,428	12,832	11,404	798.57%	▲
Other Revenue		0	0	5,617	5,617		
Profit on Disposal of Assets	8	0	0	2,644	2,644		
<b>Total Operating Revenue</b>		<b>3,960,809</b>	<b>2,060,777</b>	<b>2,105,280</b>	<b>44,503</b>		
<b>Operating Expense</b>							
Employee Costs		(1,367,607)	(460,033)	(489,303)	(29,270)	(6.36%)	
Materials and Contracts		(1,399,362)	(515,540)	(413,786)	101,754	19.74%	▲
Utility Charges		(182,750)	(60,884)	(54,843)	6,041	9.92%	
Depreciation on Non-Current Assets		(4,727,594)	(1,575,840)	(1,615,986)	(40,146)	(2.55%)	
Interest Expenses		(3,387)	(1,124)	(2,045)	(921)	(81.93%)	
Insurance Expenses		(227,952)	(176,629)	(232,654)	(56,025)	(31.72%)	▼
Other Expenditure		(20,000)	(11,996)	(17,594)	(5,598)	(46.67%)	
Loss on Disposal of Assets	8	(5,195)	(1,728)	0	1,728	100.00%	
<b>Total Operating Expenditure</b>		<b>(7,933,847)</b>	<b>(2,803,774)</b>	<b>(2,826,210)</b>	<b>(22,436)</b>		
<b>Funding Balance Adjustments</b>							
Add back Depreciation		4,727,594	1,575,840	1,615,986	40,146	2.55%	
Adjust (Profit)/Loss on Asset Disposal	8	5,195	1,728	(2,644)	(4,372)	(253.00%)	
Adjust Provisions and Accruals		(29,918)	(29,918)	0	29,918	(100.00%)	
Adjust Rounding		0	0	0	0		
<b>Net Cash from Operations</b>		<b>729,833</b>	<b>804,653</b>	<b>892,412</b>	<b>87,759</b>		
<b>Capital Revenues</b>							
Grants, Subsidies and Contributions	11	2,319,463	698,806	645,962	(52,844)	(7.56%)	
Proceeds from Disposal of Assets	8	196,000	163,333	49,664	(113,670)	(69.59%)	▼
Proceeds from Sale of Assets		0	0	0	0		
<b>Total Capital Revenues</b>		<b>2,515,463</b>	<b>862,139</b>	<b>695,626</b>	<b>(166,514)</b>		
<b>Capital Expenses</b>							
Land and Buildings	13	(1,327,980)	(431,404)	(424,679)	6,725	1.56%	
Infrastructure - Roads	13	(2,622,550)	(874,204)	(259,615)	614,589	70.30%	▲
Infrastructure - Footpaths	13	(15,000)	(5,000)	0	5,000	100.00%	▲
Infrastructure - Drainage	13	(481,000)	(66,000)	(69,360)	(3,360)	(5.09%)	
Plant and Equipment	13	(234,000)	(52,000)	(51,027)	973	1.87%	
<b>Total Capital Expenditure</b>		<b>(4,680,530)</b>	<b>(1,428,608)</b>	<b>(804,681)</b>	<b>623,927</b>		
<b>Net Cash from Capital Activities</b>		<b>(2,165,067)</b>	<b>(566,469)</b>	<b>(109,056)</b>	<b>457,413</b>		
<b>Financing</b>							
Proceeds from New Debentures		0	0	0	0		
Proceeds from Advances		0	0	0	0		
Self-Supporting Loan Principal		7,124	3,527	3,527	(0)	(0.00%)	
Transfer from Reserves	7	346,248	0	0	0		
Advances to Community Groups		0	0	0	0		
Repayment of Debentures	10	(46,784)	(3,527)	(3,527)	0	0.00%	
Transfer to Reserves	7	(282,500)	0	0	0		
<b>Net Cash from Financing Activities</b>		<b>24,088</b>	<b>0</b>	<b>0</b>	<b>0</b>		
<b>Net Operations, Capital and Financing</b>		<b>(1,411,146)</b>	<b>238,184</b>	<b>783,356</b>	<b>545,172</b>		
<b>Opening Funding Surplus(Deficit)</b>	3	<b>1,411,055</b>	<b>1,411,055</b>	<b>1,330,601</b>	<b>(80,454)</b>	<b>(5.70%)</b>	
<b>Closing Funding Surplus(Deficit)</b>	3	<b>(91)</b>	<b>1,649,239</b>	<b>2,113,957</b>	<b>464,718</b>		

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

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

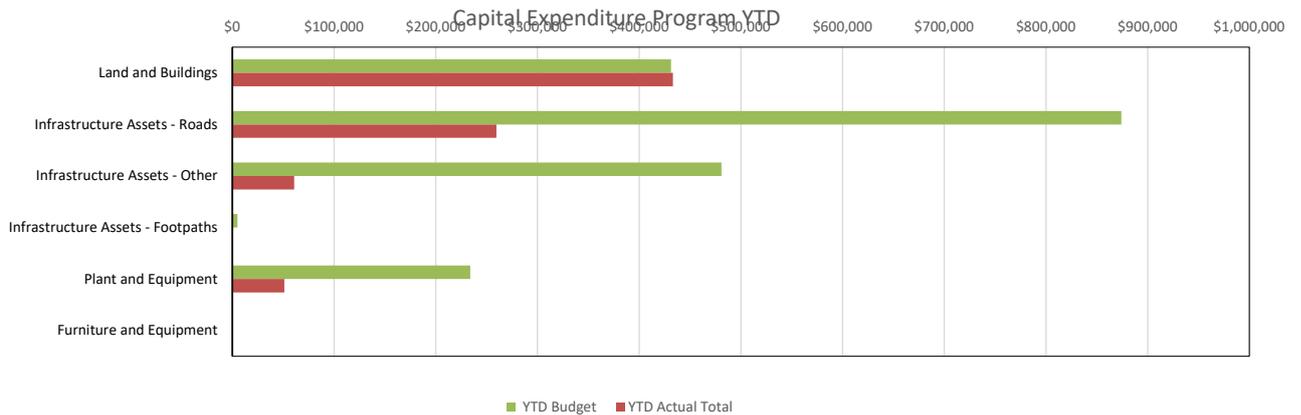
**SHIRE OF WICKEPIN**  
**STATEMENT OF CAPITAL ACQUISITIONS AND CAPITAL FUNDING**  
 For the Period Ended 31 October 2022

Capital Acquisitions	Note	YTD 31 10 2022					
		YTD Actual New /Upgrade (a)	YTD Actual (Renewal Expenditure) (b)	YTD Actual Total (c) = (a)+(b)	YTD Budget (d)	Amended Annual Budget	Variance (d) - (c)
Land and Buildings	13	\$ 433,279	\$ 0	\$ 433,279	\$ 431,404	\$ 1,327,980	\$ 1,875
Infrastructure Assets - Roads	13		259,615	259,615	874,204	2,622,550	(614,589)
Infrastructure Assets - Other	13	60,760	0	60,760	481,000	481,000	(420,240)
Infrastructure Assets - Footpaths	13	0	0	0	5,000	15,000	(5,000)
Plant and Equipment	13	51,027	0	51,027	234,000	234,000	(182,973)
Furniture and Equipment	13	0	0	0	0	0	0
<b>Capital Expenditure Totals</b>		<b>545,066</b>	<b>259,615</b>	<b>804,681</b>	<b>2,025,608</b>	<b>4,680,530</b>	<b>(1,220,927)</b>

**Funded By:**

Capital Grants and Contributions	645,962	2,319,463	2,144,713	1,673,501
Borrowings	0	0	0	0
Other (Disposals & C/Fwd)	49,664	163,333	5,195	(113,670)
Own Source Funding - Cash Backed Reserves				
Aged Accommodation Reserve			0	0
Plant Reserve				0
Building Reserve				
<b>Total Own Source Funding - Cash Backed Reserves</b>	<b>0</b>	<b>0</b>	<b>(346,248)</b>	<b>0</b>
Own Source Funding - Operations		(457,188)	2,530,622	457,188
<b>Capital Funding Total</b>	<b>695,626</b>	<b>2,025,608</b>	<b>4,680,530</b>	<b>(1,329,982)</b>

Comments and graphs



**SHIRE OF WICKEPIN**  
**STATEMENT OF BUDGET AMENDMENTS**  
**(Statutory Reporting Program)**  
**For the Period Ended 31 October 2022**

	Adopted Budget	Adopted Budget Amendments (Note 5)	Amended Annual Budget	Amended YTD Budget (a)
<b>Operating Revenues</b>	\$	\$	\$	\$
Governance	15		15	4
General Purpose Funding - Rates	1,483,634		1,483,634	1,483,308
General Purpose Funding - Other	338,554	34,218	372,772	106,902
Law, Order and Public Safety	132,367		132,367	93,177
Health	200		200	64
Education and Welfare	300		300	96
Housing	906,884		906,884	25,580
Community Amenities	186,438	16,785	203,223	154,955
Recreation and Culture	829,127		829,127	21,800
Transport	2,300,428		2,300,428	839,605
Economic Services	83,325	2,000	85,325	27,764
Other Property and Services	19,000		19,000	6,328
<b>Total Operating Revenue</b>	<b>6,280,272</b>	<b>53,003</b>	<b>6,333,275</b>	<b>2,759,583</b>
<b>Operating Expense</b>				
Governance	(523,217)	(2,775)	(525,992)	(229,651)
General Purpose Funding	(106,479)		(106,479)	(37,310)
Law, Order and Public Safety	(249,164)	12,330	(236,834)	(115,225)
Health	(26,325)		(26,325)	(8,756)
Education and Welfare	(53,751)		(53,751)	(17,896)
Housing	(175,571)	3,000	(172,571)	(62,356)
Community Amenities	(487,311)	(8,500)	(495,811)	(163,868)
Recreation and Culture	(1,152,588)	(13,500)	(1,166,088)	(415,611)
Transport	(4,842,446)	24,600	(4,817,846)	(1,614,052)
Economic Services	(321,372)	(16,500)	(337,872)	(107,072)
Other Property and Services	4,376		4,376	(31,977)
<b>Total Operating Expenditure</b>	<b>(7,933,847)</b>	<b>(1,345)</b>	<b>(7,935,192)</b>	<b>(2,803,774)</b>
<b>Funding Balance Adjustments</b>				
Add back Depreciation	4,727,594		4,727,594	1,575,840
Adjust (Profit)/Loss on Asset Disposal	5,195		5,195	1,728
Adjust Provisions and Accruals	282		282	
<b>Net Cash from Operations</b>	<b>3,079,496</b>	<b>51,658</b>	<b>3,131,154</b>	<b>1,533,377</b>
<b>Capital Revenues</b>				
Proceeds from Disposal of Assets	196,000		196,000	163,333
Grants, Subsidies and Contributions		261,359	261,359	0
<b>Total Capital Revenues</b>	<b>196,000</b>	<b>261,359</b>	<b>457,359</b>	<b>163,333</b>
<b>Capital Expenses</b>				
Land Held for Resale				
Land and Buildings	1,327,980	(102,702)	1,225,278	(431,404)
Infrastructure - Roads	2,622,550		2,622,550	(874,204)
Infrastructure - Public Facilities	481,000	(116,491)	364,509	
Infrastructure - Footpaths	15,000		15,000	(5,000)
Infrastructure - Drainage			0	(66,000)
Plant and Equipment	234,000		234,000	(52,000)
Furniture and Equipment			0	0
<b>Total Capital Expenditure</b>	<b>4,680,530</b>	<b>(219,193)</b>	<b>4,461,337</b>	<b>(1,428,608)</b>
<b>Net Cash from Capital Activities</b>	<b>4,876,530</b>	<b>42,166</b>	<b>4,918,696</b>	<b>(1,265,275)</b>
<b>Financing</b>				
Proceeds from New Debentures	0		0	0
Proceeds from Advances	0		0	0
Self-Supporting Loan Principal	6,847		6,847	3,527
Transfer from Reserves	283,000	158,542	441,542	0
Advances to Community Groups	0		0	0
Repayment of Debentures	(46,139)		(46,139)	(3,527)
Transfer to Reserves	(561,000)		(561,000)	0
<b>Net Cash from Financing Activities</b>	<b>(317,292)</b>	<b>158,542</b>	<b>(158,750)</b>	<b>0</b>
<b>Net Operations, Capital and Financing</b>	<b>7,638,734</b>	<b>252,366</b>	<b>7,891,100</b>	<b>268,102</b>
<b>Opening Funding Surplus(Deficit)</b>	<b>1,411,055</b>	<b>(260,622)</b>	<b>1,150,433</b>	<b>1,150,433</b>
<b>Closing Funding Surplus(Deficit)</b>	<b>9,049,789</b>	<b>(8,256)</b>	<b>9,041,533</b>	<b>1,418,535</b>

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

**SHIRE OF WICKEPIN**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 October 2022**

**1. SIGNIFICANT ACCOUNTING POLICIES**

**(a) Basis of Accounting**

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

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

**Critical Accounting Estimates**

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

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

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

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

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

**(c) Rounding Off Figures**

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

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

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

**(e) Goods and Services Tax**

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

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

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

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

**SHIRE OF WICKEPIN**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 October 2022**

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

**(f) Cash and Cash Equivalents**

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

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

**(g) Trade and Other Receivables**

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

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

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

**(h) Inventories**

***General***

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

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

***Land Held for Resale***

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

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

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

**(i) Fixed Assets**

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

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

**SHIRE OF WICKEPIN**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 October 2022**

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

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

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

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

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

**(k) Trade and Other Payables**

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

**(l) Employee Benefits**

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

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

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

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

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

**SHIRE OF WICKEPIN**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 October 2022**

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

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

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

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

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

***Borrowing Costs***

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

**(n) Provisions**

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

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

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

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

**SHIRE OF WICKEPIN**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 October 2022**

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

**(p) Nature or Type Classifications**

**Rates**

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

**Operating Grants, Subsidies and Contributions**

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

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

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

**Profit on Asset Disposal**

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

**Fees and Charges**

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

**Service Charges**

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

**Interest Earnings**

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

**Other Revenue / Income**

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

**Employee Costs**

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

**Materials and Contracts**

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

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

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

**SHIRE OF WICKEPIN  
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
For the Period Ended 31 October 2022**

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

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

**Insurance**

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

**Loss on asset disposal**

Loss on the disposal of fixed assets.

**Depreciation on non-current assets**

Depreciation expense raised on all classes of assets.

**Interest expenses**

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

**Other expenditure**

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

**(r) Statement of Objectives**

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

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

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

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

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

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

**(s) GOVERNANCE**

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

**GENERAL PURPOSE FUNDING**

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

**LAW, ORDER, PUBLIC SAFETY**

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

**HEALTH**

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

**SHIRE OF WICKEPIN**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 October 2022**

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

**(s) Reporting Programs (Continued)**

**HOUSING**

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

**COMMUNITY AMENITIES**

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

**RECREATION AND CULTURE**

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

**TRANSPORT**

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

**ECONOMIC SERVICES**

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

**OTHER PROPERTY & SERVICES**

Plant works, plant overheads and stock of materials.

**SHIRE OF WICKEPIN**  
**NOTES TO FINANCIAL ACTIVITY STATEMENT**  
For the Period Ended 31 October 2022

**Note 2: EXPLANATION OF MATERIAL VARIANCES**

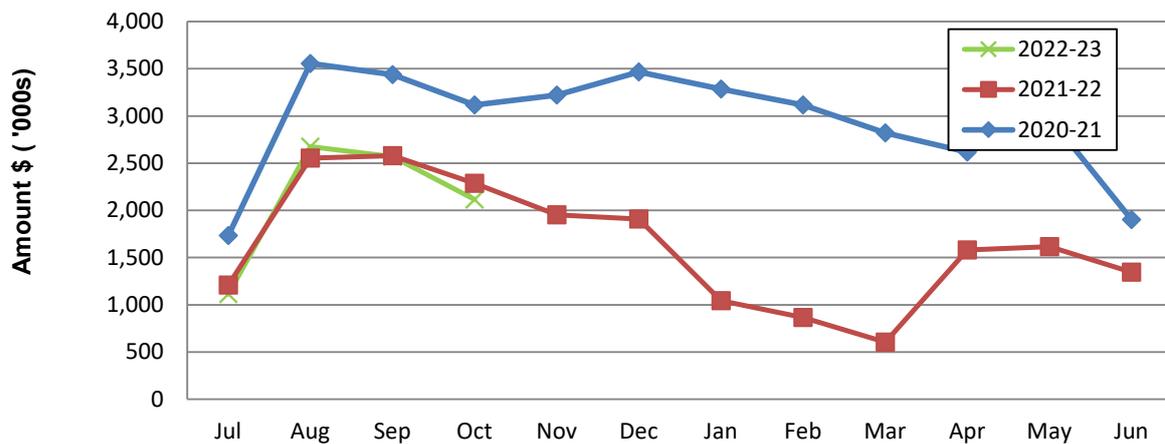
Reporting Program	Var. \$	Var. %	Var.	Timing/ Permanent	Explanation of Variance
<b>Operating Revenues</b>	\$	%			
Governance	5,641	141015%			
General Purpose Funding - Other	10,812	10.11%	▲	Permanent	Increase in Interest Revenue
Law, Order and Public Safety	914	0.98%			
Housing	4,636	18.12%			
Community Amenities	8,829	5.70%			
Recreation and Culture	6,891	31.61%			
Transport	(40,578)	(4.83%)			
Economic Services	9,158	32.99%			
Other Property and Services	(1,962)	(31.01%)			
<b>Operating Expense</b>					
Governance	12,834	5.59%			
General Purpose Funding	(938)	(2.51%)			
Law, Order and Public Safety	(2,534)	(2.20%)			
Health	2,744	31.33%			
Education and Welfare	14,980	83.71%	▼	Timing	Playgroup roof not yet done, CDO projects yet to commence
Housing	(1,571)	(2.52%)			
Community Amenities	19,177	11.70%	▼	Timing	Living Lakes expenditure, town planning review accounts still to come
Recreation and Culture	(29,350)	(7.06%)			
Transport	9,574	0.59%			
Economic Services	19,838	18.53%	▼	Timing	Narrogin services not yet required
Other Property and Services	(67,190)	(210.12%)	▲	Timing	Protective clothing increase, staff training increase
<b>Capital Revenues</b>					
Grants, Subsidies and Contributions	(52,844)	(7.56%)			
Proceeds from Disposal of Assets	(113,670)	(69.59%)	▼	Timing	Assets not yet disposed of
<b>Capital Expenses</b>					
Land and Buildings	6,725	1.56%			
Infrastructure - Roads	614,589	70.30%	▼	Timing	Projects not yet started or not completed
Infrastructure - Other	(3,360)	(5.09%)			
Infrastructure - Footpaths	5,000	100.00%	▼	Timing	Projects not yet started
Plant and Equipment	973	1.87%			
<b>Financing</b>					
Loan Principal	0	0.00%			

**SHIRE OF WICKEPIN**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 October 2022**

**Note 3: NET CURRENT FUNDING POSITION**

		Positive=Surplus (Negative=Deficit)		
Note	YTD 31 Oct 2022	30 June 2022	YTD 30 Oct 2021	
	\$	\$	\$	
<b>Current Assets</b>				
Cash Unrestricted	4	3,347,451	2,668,807	2,784,613
Cash Restricted	4	3,035,461	3,354,100	2,824,404
Receivables - Rates	6	219,347	17,249	184,294
Receivables -Other	6	30,261	131,511	416,888
Interest / ATO Receivable/Trust		49,642	46,164	35,532
		6,682,162	6,217,831	6,245,731
<b>Less: Current Liabilities</b>				
Payables	-	72,247	(73,022)	(167,391)
Contract Liabilities	-	1,195,963	(1,195,963)	(853,441)
Provisions	-	264,533	(264,145)	(227,654)
	-	1,532,744	(1,533,130)	(1,248,487)
Less: Cash Reserves	7	- 3,035,461	(3,354,100)	(2,824,404)
<b>Net Current Funding Position</b>		<b>2,113,957</b>	<b>1,330,601</b>	<b>2,172,840</b>

**Note 3 - Liquidity Over the Year**



**Comments - Net Current Funding Position**

**SHIRE OF WICKEPIN**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 October 2022**

**Note 4: CASH AND INVESTMENTS**

	Interest Rate	Unrestricted \$	Restricted \$	Trust \$	Total Amount \$	Institution	Maturity Date
<b>(a) Cash Deposits</b>							
Municipal Bank Account	0.00%	1,158,994			1,158,994	ANZ	At Call
Reserve Bank Account	0.00%		461		461	ANZ	At Call
Trust Bank Account	0.00%			91,732	91,732	ANZ	At Call
Cash On Hand	Nil	700.00			700	N/A	On Hand
<b>(b) Term Deposits</b>							
Municipal					0		
Municipal					0		
Municipal	0.05%	2,186,917			2,186,917	WA Treasury	At Call
Reserve	0.40%		3,035,000		3,035,000	Bendigo Bank	17-Jun-22
Trust	0.40%			214,539	214,539	Bendigo Bank	17-Jun-22
<b>Total</b>		<b>3,346,611</b>	<b>3,035,461</b>	<b>306,271</b>	<b>6,688,342</b>		

**Comments/Notes - Investments**



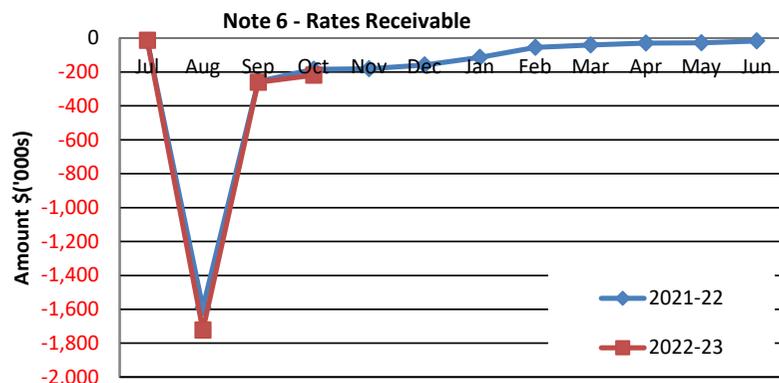
**SHIRE OF WICKEPIN**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 October 2022**

**Note 6: RECEIVABLES**

**Receivables - Rates Receivable**

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

	YTD 31 Oct 2022	30 June 2021
	\$	\$
Opening Arrears Previous Years	19,522	19,522
Levied this year	1,651,023	1,534,110
<u>Less</u> Collections to date	(1,451,198)	(1,519,102)
Equals Current Outstanding	<b>219,347</b>	<b>34,530</b>
<b>Net Rates Collectable</b>	<b>219,347</b>	<b>34,530</b>
% Collected	86.87%	97.78%



**Comments/Notes - Receivables Rates**

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

**Receivables - General**

Receivables - General

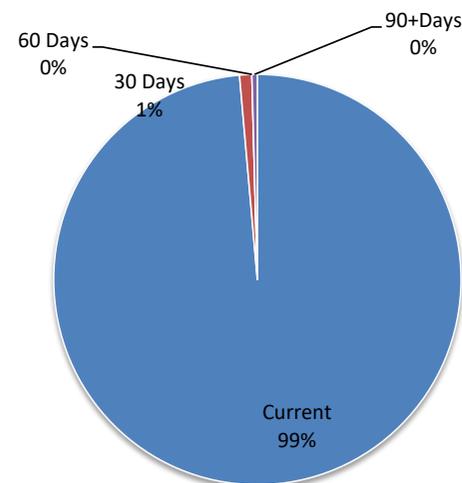
	Current	30 Days	60 Days	90+Days
	\$	\$	\$	\$
Receivables - General	29,838	293	0	130

**Total Receivables General Outstanding**

**30,261**

Amounts shown above include GST (where applicable)

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



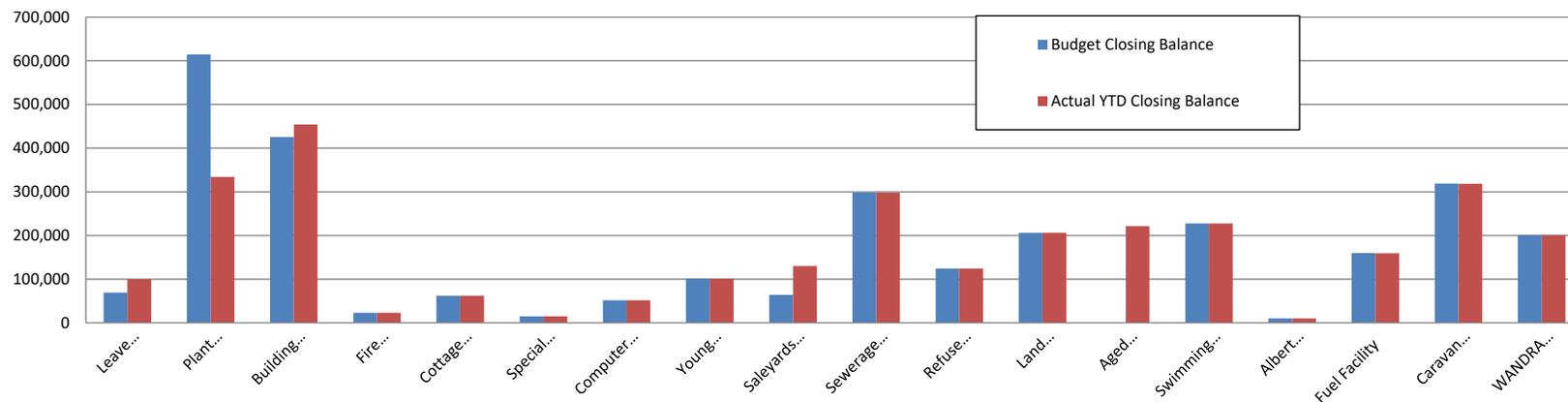
**Comments/Notes - Receivables General**

**SHIRE OF WICKEPIN  
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
For the Period Ended 31 October 2022**

**Note 7: Cash Backed Reserve**

2022-23										
Name	Opening Balance	Budget Interest Earned	Actual Interest Earned	Budget Transfers In (+)	Actual Transfers In (+)	Budget Transfers Out (-)	Actual Transfers Out (-)	Transfer out Reference	Budget Closing Balance	Actual YTD Closing Balance
	\$	\$	\$	\$	\$	\$	\$		\$	\$
Leave Reserve	99,394	82				30,000			69,476	99,394
Plant Replacement Reserve	334,273	276		280,000					614,549	334,273
Building Reserve	454,045	375				28,892			425,528	454,045
Fire Fighting Reserve	22,684	19							22,703	22,684
Cottage Homes Reserve	62,115	51							62,166	62,115
Special Events Reserve	14,925	12							14,937	14,925
Computer Reserve	51,559	42							51,601	51,559
Young Singles Accommodation Reserve	100,998	83							101,081	100,998
Saleyards Reserve	129,816	107				66,000			63,923	129,816
Sewerage Reserve	297,975	246							298,221	297,975
Refuse Reserve	124,322	102							124,424	124,322
Land Development Reserve	206,006	170							206,176	206,006
Aged Persons Accommodation Reserve	221,357	182				221,356			183	221,357
Swimming Pool Reserve	227,404	187							227,591	227,404
Albert Facey Homestead Reserve	9,976	8							9,984	9,976
Fuel Facility	159,387	131							159,518	159,387
Caravan Park & Accommodation Reserve	318,639	263							318,902	318,639
WANDRA events & Emergency Repairs Reserve	200,587	164							200,751	200,587
	<b>3,035,461</b>	<b>2,500</b>	<b>0</b>	<b>280,000</b>	<b>0</b>	<b>346,248</b>	<b>0</b>		<b>2,971,713</b>	<b>3,035,461</b>

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



**SHIRE OF WICKEPIN**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 October 2022**

**Note 8 CAPITAL DISPOSALS**

Actual YTD Profit/(Loss) of Asset Disposal				Disposals	Amended Current Budget			Comments
Cost	Accum Depr	Proceeds	Profit (Loss)		YTD 31 10 2022			
					Amended Annual Budget Profit/(Loss)	Actual Profit/(Loss)	Variance	
\$	\$	\$	\$	\$	\$	\$		
			0	<b>Plant and Equipment</b>				
			0	P2567- Colorado Dual Cab	(1,247)	0	1,247	
			0	PWS - 2021 Isuzu D Max 4X4 Dual Cab	(3,793)	0	3,793	
49,077	2,057	49,664	2,644	CEO - Isuzu	(75)	2,644	2,719	
			0	CEO - Isuzu	(80)	0	80	
			0			0	0	
			0			0	0	
			0			0	0	
			0			0	0	
<b>49,077</b>	<b>2,057</b>	<b>49,664</b>	<b>2,644</b>		<b>(5,195)</b>	<b>2,643.64</b>	<b>7,839</b>	

**Comments - Capital Disposal/Replacements**

**SHIRE OF WICKEPIN**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 October 2022**

Note 9: RATING INFORMATION	Rate in \$	Number of Properties	Rateable Value \$	Rate Revenue \$	Interim Rates \$	Back Rates \$	Total Revenue \$	Amended Budget Rate Revenue \$	Amended Budget Interim Rate \$	Amended Budget Back Rate \$	Amended Budget Total Revenue \$
<b>RATE TYPE</b>											
<b>Differential General Rate</b>											
GRV	0.074393	142	1,473,956	110,232	(448)	0	109,784	109,652	250		109,902
UV	0.007274	276	193,841,539	1,410,003			1,410,003	1,410,003	250		1,410,253
<b>Sub-Totals</b>		418	195,315,495	1,520,235	(448)	0	1,519,787	1,519,655	500	0	1,520,155
<b>Minimum Payment</b>	<b>Minimum \$</b>										
GRV	525.00	118	451,491	61,950			61,950	61,950			61,950
UV	525.00	27	1,095,471	14,175			14,175	14,175			14,175
<b>Sub-Totals</b>		145	1,546,962	76,125	0	0	76,125	76,125	0	0	76,125
Ex Gratia Rates							1,595,912				1,596,280
Discount							13,709				13,580
Rates Writeoffs							(138,835)				(126,800)
							0				(10)
<b>Amount from General Rates</b>							<b>1,470,786</b>				<b>1,483,050</b>
Specified Area Rates											
<b>Totals</b>							<b>1,470,786</b>				<b>1,483,050</b>

Comments - Rating Information

**SHIRE OF WICKEPIN**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 October 2022**

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

Particulars	Principal 1-Jul-21	New Loans	Principal Repayments		Principal Outstanding		Interest Repayments		Loan Completion Date
			Actual \$	Budget \$	Actual \$	Budget \$	Actual \$	Budget \$	
Loan 102 - WD Sports Club SS Greens	7,124		3527	7,124	7,124	7,124	142	214	17/01/2023
Loan 103 -Staff House	349,200			39,660	349,200	349,200		3,265	2/12/2030
	356,324	0	3,527	46,784	356,324	356,324	142	3,480	

All debenture repayments were financed by general purpose revenue.

**(b) New Debentures**

No new debentures were raised during the reporting period.

**SHIRE OF WICKEPIN**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 October 2022**

**Note 11: GRANTS AND CONTRIBUTIONS**

Program/Details GL	Grant Provider	Approval	2022-23 Budget	Variations Additions (Deletions)			Recoup Status	
					Operating	Capital	Received	Not Received
		(Y/N)	\$	\$	\$	\$	\$	\$
<b>GENERAL PURPOSE FUNDING</b>								
Grants Commission - General	WALGGC	Y	259,434	0	259,434	0	74,680	184,754
Grants Commission - Roads	WALGGC	Y	67,420	0	67,420	0	29,163	38,258
<b>LAW, ORDER, PUBLIC SAFETY</b>								
FESA Grant - Operating Bush Fire Brigade	Dept. of Fire & Emergency Serv.	Y	72,749	0	72,749	0	36,375	36,375
<b>TRANSPORT</b>								
Roads To Recovery Grant - Cap	Roads to Recovery	Y	302,000	0	0	302,000	0	302,000
RRG Grants - Capital Projects	Regional Road Group	Y	1,769,692	0	0	1,769,692	645,962	1,123,730
Direct Grant - Maintenance	Dept. of Transport	Y	145,715	0	145,715	0	148,849	(3,134)
Blackspot Funding	Blackspot	Y	73,021	0	0	0	0	0
<b>TOTALS</b>			<b>2,690,031</b>	<b>0</b>	<b>545,318</b>	<b>2,071,692</b>	<b>935,028</b>	<b>1,681,982</b>
Operating	Operating		545,318				289,066	
Non-Operating	Non-operating		2,144,713				645,962	
			<u>2,690,031</u>				<u>935,028</u>	

**SHIRE OF WICKEPIN**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 October 2022**

**Note 12: TRUST FUND**

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

Description	Opening Balance 1 Jul 22	Amount Received	Amount Paid	Closing Balance 31-Oct-22
	\$	\$	\$	\$
Housing Bonds	0	360	-360	0
Master Key Deposits	840	1,920	-2,280	480
Nomination Deposits	0	0	0	0
Building and BCITF	0	0	0	0
Cat/Dog Trap Hire	50	50	-100	0
WDSC Replacement Greens	150,151	5,000	0	155,151
Kidsport	0	0	0	0
Wickepin Community Harvest Fund	0	76,903	0	76,903
Albert Facey Homestead	0	0	0	0
Miscellaneous Trust	2,329	0	0	2,329
Yealering Bowling Club Greens	71,888	0	0	71,888
Licensing		102,913	-102,913	0
	<b>225,258</b>	<b>187,145</b>	<b>-105,653</b>	<b>306,751</b>

Level of Completion Indicators

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

SHIRE OF WICKEPIN  
 NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
 For the Period Ended 31 October 2022

Note 13: CAPITAL ACQUISITIONS

31/10/2022							
Infrastructure Assets		Annual Budget	Amended YTD Budget	YTD Actual	Variance (Under)/Over	YTD Actual (Renewal Exp)	Strategic Reference / Comment
<b>Land &amp; Buildings</b>							
<b>Government</b>							
Administration Building	LAB2	21,000	0	0	0		
<b>Government Total</b>		<b>21,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>Other Housing</b>							
CAPITAL EXPENSE - LIFESTYLE VILLAGE	3272	913,368	344,456	358,671	(14,215)		
<b>Other Housing Total</b>		<b>913,368</b>	<b>344,456</b>	<b>358,671</b>	<b>(14,215)</b>		
<b>Community Amenities</b>							
Harrismith Public Toilet	LPCC	28,000	28,000	29,583	(1,583)		0
<b>Community Amenities Total</b>		<b>28,000</b>	<b>28,000</b>	<b>29,583</b>	<b>(1,583)</b>		
<b>Recreation and Culture</b>							
WCC Roller Doors	CLCC1	10,000	0	0	10,000		
CAC - Rising Damp	WBCC3	35,840	11,948	0	35,840		
WDSC - Shade Shelters	WDSCC	25,000	25,000	25,000	0		
Yealering Hall -Stove	CLPH2	12,000	12,000	7,064	4,936		
Lake Yealering Foreshore Ablutions	LYJ1	282,772	10,000	2,961	279,811		
Memorial Park	5084	0	0	1,400	(1,400)		
<b>Recreation And Culture Total</b>		<b>365,612</b>	<b>58,948</b>	<b>36,425</b>	<b>329,187</b>		
<b>Land and Buildings Total</b>		<b>1,327,980</b>	<b>431,404</b>	<b>424,679</b>	<b>313,389</b>		<b>0</b>
<b>Footpaths</b>							
<b>Transport</b>							
FOOTPATHS	LFP1	15,000	5,000	0	5,000		
<b>Transport Total</b>		<b>15,000</b>	<b>5,000</b>	<b>0</b>	<b>5,000</b>		<b>0</b>
<b>Footpaths Total</b>		<b>15,000</b>	<b>5,000</b>	<b>0</b>	<b>5,000</b>		<b>0</b>
<b>Furniture &amp; Office Equip. Total</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>		<b>0</b>
<b>Plant, Equip. &amp; Vehicles</b>							
<b>Government</b>							
CEO VEHICLE	1064	108,000	52,000	51,027	973		0
<b>Government Total</b>		<b>108,000</b>	<b>52,000</b>	<b>51,027</b>	<b>973</b>		<b>0</b>
<b>Transport</b>							
P2567- Colorado Dual Cab	6034	48,000			48,000		0
PWS - 2021 Isuzu D Max 4X4 Dual Cab	6034	78,000			78,000		0
<b>Transport Total</b>		<b>126,000</b>	<b>0</b>	<b>0</b>	<b>126,000</b>		<b>0</b>
<b>Plant, Equip. &amp; Vehicles Total</b>		<b>234,000</b>	<b>52,000</b>	<b>51,027</b>	<b>126,973</b>		<b>0</b>
<b>Infrastructure Other</b>							
<b>Recreation and Culture</b>							
Wogolin Recreation Area	5088	415,000	0	0	415,000		
<b>Recreation And Culture Total</b>		<b>415,000</b>	<b>0</b>	<b>0</b>	<b>415,000</b>		<b>0</b>
<b>Economic Services</b>							
Saleyards - Loading Ramps	CLYS1	56,000	56,000	59,360	(3,360)		
Saleyards -Walkways	CLSY1	10,000	10,000	10,000	0		
<b>Economic Services Total</b>		<b>66,000</b>	<b>66,000</b>	<b>69,360</b>	<b>(3,360)</b>		<b>0</b>
<b>Infrastructure Other Total</b>		<b>481,000</b>	<b>66,000</b>	<b>69,360</b>	<b>0</b>		<b>0</b>
<b>Roads</b>							
<b>Transport Regional Road Group</b>							
Wickepin Corrigin Road	RG003	156,395	52,132	0	156,395		0
Stock Route Road	RRG163	319,818	106,608	80	319,738		
Rabbit Proof fence	WSF150	1,257,924	419,312	211,569	1,046,355		
Yarling Brook Bridge	C018	189,154	63,052	0			
<b>Regional Road Group Total</b>		<b>1,923,291</b>	<b>641,104</b>	<b>211,649</b>	<b>1,522,488</b>		<b>0</b>
<b>Transport Roads to Recovery</b>							
Yarling Brook Road	R2R018	188,136	62,716	7,932	54,784		0
Yealering Pingelly Road	RR05	115,644	38,552	0	38,552		0
Malyalling Road	R2R036	65,879	21,964	2,500	19,464		0
<b>Roads to Recovery Total</b>		<b>369,659</b>	<b>123,232</b>	<b>10,432</b>	<b>112,800</b>		<b>0</b>
<b>Transport Black Spot</b>							
Gillimanning Road	BS035	329,600	109,868	37,534	72,334		
<b>Blackspot Total</b>		<b>329,600</b>	<b>109,868</b>	<b>37,534</b>	<b>72,334</b>		<b>0</b>
<b>Council Resources Construction</b>							
<b>Roads Total</b>		<b>2,622,550</b>	<b>874,204</b>	<b>259,615</b>	<b>1,707,621.81</b>		<b>0.00</b>
<b>Capital Expenditure Total</b>		<b>4,680,530</b>	<b>1,428,608</b>	<b>804,681</b>	<b>2,152,984</b>		<b>0</b>

GOVERNANCE, AUDIT AND COMMUNITY SERVICES**10.2.03 Development & Regulatory Services Report**

<b>Submission To:</b>	<b>Ordinary Council</b>
<b>Location / Address:</b>	<b>Whole Shire</b>
<b>Name of Applicant:</b>	<b>David Johnston, Regional Planning Officer, Shire of Narrogin</b>
<b>File Reference:</b>	<b>CM.REP.2203</b>
<b>Author:</b>	<b>David Johnston, Regional Planning Officer, Shire of Narrogin</b>
<b>Disclosure of any Interest:</b>	<b>Nil</b>
<b>Date of Report:</b>	<b>8 November 2022</b>

**Enclosure/Attachments:** Nil

**Summary:**

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

**Background:**

At the Ordinary Council Meeting held on 17 August 2022, the Shire of Wickepin, at the expiry of the contractual agreement with the Shire of Narrogin for the provision of Health, Building and Planning Services to the Shire of Wickepin for a period of five years (expiring on 20 September 2017), resolved as follows:

*That Council acknowledge the continued provision of Environmental Health Officers (Officers), Building Surveyor, Planning Officer and Ranger services by the Shire of Narrogin by MOU.*

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 October 2022.

**Comments:****PLANNING OFFICER'S REPORT**

Planning Determinations	Upcoming Agenda Items September 2022	Referrals and Subdivision Clearances	Other Duties
Nil	Nil	Nil	Outbuilding Enquiry – Johnston Street Poultry Enquiry – Plover Street Outbuilding Enquiry – Curlew Way Zoning Enquiry – Coxon Street, Yealering Attendance at Council Forum regarding Draft Planning Strategy

**BUILDING SURVEYORS REPORT**

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

**ENVIRONMENTAL HEALTH OFFICERS REPORT****Registered Food Premises Inspection – Wickepin Hotel & Harvest Café**

Environmental Health Services conducted an unannounced visit on 11 October 2022, to follow-up on previous non compliances. The premises was unattended. A subsequent visit was undertaken on 19

October 2022, and upon inspection, identified non-compliances with the *Food Act 2008*, *Food Regulations 2009* and *Australia New Zealand Food Standards Code*.

An Improvement Notice was issued to the Proprietor on 21 October 2022. Follow-up inspections were conducted on 28 October 2022 and 4 November 2022. The Proprietor had made improvements to the premises as per the Improvement Notice and satisfactorily met the conditions and deadlines. The Improvement Notice issued on 21 October 2022 was lifted. Ongoing unannounced inspections and continued monitoring is planned to ensure the Proprietor is maintaining compliance with legislative requirements. The Proprietor was informed further non-compliances would warrant penalties such as fines or prosecution.

### Wickepin Pool Sampling

Pool Manager, Pippa Ellis, conducted pre-opening pool sampling on 19 October 2022. The samples were picked up by Environmental Health Services and the results came back satisfactory.

### Statutory Environment:

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

### Policy Implications:

Nil

### Financial Implications:

The fore mentioned services are provided at a cost to the Shire of Wickepin and has been allocated in the 2022/2023 budget.

### Strategic Implications:

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

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

12.1 Provide meaningful communications, that deliver information regularly and succinctly

12.2 Promote Council Services and achievements

12.3 Continue to review our service standards by reviewing community feedback

- 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 October 2022.

**Voting Requirements:**

Simple majority

**Resolution No 161122-09**

**Moved Cr Corke / Seconded Cr Allan**

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

**Carried 5/0**

GOVERNANCE, AUDIT AND COMMUNITY SERVICES**10.2.04 Community Development Officer's Report**

<b>Submission To:</b>	<b>Ordinary Council</b>
<b>Location / Address:</b>	<b>Whole Shire</b>
<b>Name of Applicant:</b>	<b>Lorraine Hedditch - Community Development Officer</b>
<b>File Reference:</b>	<b>CM.PLA.404</b>
<b>Author:</b>	<b>Lorraine Hedditch - Community Development Officer</b>
<b>Disclosure of any Interest:</b>	<b>Nil</b>
<b>Date of Report:</b>	<b>8 November 2022</b>

<b>Future planned and ongoing events and projects</b>	<ul style="list-style-type: none"> <li>• Australia Day celebrations</li> <li>• Senior's Christmas Party</li> <li>• Staff Christmas Party</li> <li>• Astro Tourism Solar Eclipse Event</li> <li>• Researching grant funding and requesting quotes for Yealering Lake Ablution Block Exterior Project</li> <li>• Researching grant funding and requesting quotes for a display shed to house the antique cart, trunk and tractor at the Toolseum</li> <li>• Researching other grant funding opportunities for future projects</li> </ul>
<b>Community Development</b>	<p><b>Townscape</b></p> <ul style="list-style-type: none"> <li>• Tourist Information Bay - The townscape committee is requesting an Electronic Sign be considered as part of the Tourist Information Bay redevelopment design plan, currently being drafted.</li> <li>• Recreational Boating Facility Scheme application has been lodged and awaiting results.</li> <li>• Wogolin Recreation Area - amended design is being assessed and the site survey has been completed. The Manager of Works Services has the alternative design and is preparing estimates. We are awaiting design specialists to confirm all elements of the Skate Park can fit together in the available space.</li> <li>• Christmas Decorations - Investigation and planning for Christmas decorations to be installed in Wickepin and the Water Tower are underway.</li> <li>• CRC Wall Mural – James Giddy has now been booked in to complete the Prionotes Banksia's Mural on the CRC Wall to commence on 6<sup>th</sup> March 2023</li> </ul> <p><b>War Memorial</b></p> <ul style="list-style-type: none"> <li>• War Memorial Honour Board – After receiving a quote of \$4559.50 from DiCandillo Steel City for a piece of steel to cover the reverse side of the honour board, I have requested a quote from Jason's signs for the construction of a full size weatherproof aluminium sheet (light grey or silver in colour) with an imprint of the Silhouette Statues below (in a darkish grey colour) for the reverse side of the War Memorial Honour Board to give it a more completed and aesthetically pleasing appearance from the curb side and road.</li> </ul>



Shire of Wickepin  
1.7m high  
Steel cut-out  
Green (rust) finish



**Lotterywest Grant Application – Mobile Community BBQ Trailer**

- Mobile Community BBQ Trailer grant request has been submitted and awaiting approval.
- Lotterywest has advised the grant report will be submitted into their next meeting due to be held on the 17<sup>th</sup> November 2022.
- We will be advised of the outcome 1-2 weeks after this date as it will require final Minister Approval.
- The timeline is unfortunately getting tight for our aim to have the opening celebration in February 2023 to coincide with the 1 year anniversary of the Wheatbelt Regional fires in February 2022. As it is estimated to take approximately 10-12 weeks for construction, the opening may need to be pushed out to April, May or possibly even June depending on when the grant is approved, construction is complete and delivery of the trailer has been received.

**Yealering Ablution Blocks**

- The working group met with Rosalie Pech Eva at the Yealering Tennis Club to discuss ideas and progress of project. Rosalie has recently returned the brief for approval and will be submitted into the next council meeting. I am currently looking into obtaining quotes and Grant Funding for an exterior project including Native Gardens, Disable Ramps, Cement rendering, Painting and Pathways to provide access and ambiance to the external area of the ablution block.

**Seniors Christmas Party**

- Invitations have been distributed and displayed at businesses throughout the shire to encourage all seniors to come along and enjoy the festivities.
- Seniors Christmas Party will be held on Friday 2<sup>nd</sup> December.
- I would like to request the attendance of a Shire Councillor to come along for the day and be the voice and presence for council. Thank everyone for coming and wish them all a Merry Christmas.
- Planning and pricing has commenced and is ongoing.

**Staff Christmas Party**

- Invitation have gone out to all Councillors and partners, Staff and partners for the annual Shire Christmas Party.
- Planning and pricing has commenced and is ongoing

**Rural Road & Bike Safety**

- Rural Road & Bike Safety signs have now been received and placed throughout the school and town of Wickepin, they look fantastic and serve as a reminder to all of us of the importance of road safety and awareness on rural roads.
- I have recently contacted the WA Local Government Association asking to place the below Shire of Wickepin Rural Road & Bike Safety Initiative information into the next issue of the Western Councillor.

	<div style="text-align: center;">  <h3>Shire of Wickepin</h3> <h4>Rural Road &amp; Bike Safety Initiative</h4> <p>The Shire of Wickepin has been working together with Staff &amp; Students from the Wickepin Primary School to help raise awareness of safety within our community and on our country roads.</p>  </div> <p>On Friday 9th September 2022 students enjoyed a day focused on Rural Road &amp; Bike Safety. Throughout the day they completed several safety obstacle courses and participated in a bicycle and helmet check. There was a presentation by Senior Constable Darryl Gual followed by question-and-answer time. Students were treated to a visit from Izzy Iguana, who is the SDERA road safety mascot, and a talk from Ann Rintoul, the Wheatbelt Co-Ordinator for road safety and drug education.</p> <div style="display: flex; justify-content: space-around;">    </div> <p>Students participated in a Road Safety Poster Competition where there were 10 lucky winners. The Shire Community Development Officer Lorraine Hedditch and the Manager of Works and Services Graeme Hedditch had the pleasure of congratulating the winners and turning their posters into street signs. The signs have recently been displayed at the school and throughout the town of Wickepin as a permanent reminder of the need for road safety awareness on our country roads.</p> <div style="display: flex; justify-content: space-around;">    </div>
<p><b>Pre - Harvest Check In Breakfast</b></p>	<ul style="list-style-type: none"> <li>• Pre-Harvest Check In Breakfast went ahead on Tuesday 18<sup>th</sup> October 2022 as a follow up event to the “Stand Down Wicky” event held on 19<sup>th</sup> February 2022.</li> <li>• Speakers from Regional Men’s Health, Holyoake and Rural Aid attended and spoke to the group offering support and advice which was greatly received.</li> </ul>
<p><b>Tourism, Social Media and Website</b></p>	<p><b>Astro Tourism Solar Eclipse Event</b></p> <ul style="list-style-type: none"> <li>• Planning has commenced for an Astro Tourism Solar Eclipse event to be held on Wednesday 5<sup>th</sup> April 2023 at the Wickepin Community Centre</li> <li>• Social media posts to the Shire’s Facebook and Instagram pages will continue to encourage community engagement. The Shire’s Facebook page currently has 522 followers with 898 followers on Instagram. Social Media allows free publicity. With more interactions via our social pages, we should see an increase in community interest.</li> </ul> <p><b>Australia’s Golden Outback Magazine</b></p> <ul style="list-style-type: none"> <li>• I have submitted a full page editorial in the Australian Golden Outback Planner 2023 edition. The planner should be distributed prior to Christmas 2022.</li> <li>• The below Shire of Wickepin page will appear in the 2023 edition.</li> </ul>

	 <p><b>WICKEPIN</b> 8876M SOUTH-EAST OF PERTH</p> <p>The Wickepin area was settled in the early 1900's as a service centre for grain and sheep farming and still features many preserved historical sites from this period. The shire covers an area of 188,800 hectares including the towns of Wickepin, Yealering, Harris Smith and Tincurrin.</p> <p>Wickepin town boasts impressive sporting and recreational facilities including: a sporting oval, indoor courts, synthetic bowling greens, a swimming pool, golf course, tennis courts, and a dynamic nature playground located within the town's centre. This RV friendly town has 24-hour fuel available. Discover some of Wickepin's main attractions...</p> <p><b>Albert Facey Homestead</b> Located in the main street of Wickepin, the Albert Facey Homestead celebrates the life of Albert Facey, author of the bestselling autobiography 'A Fortunate Life'. The homestead was moved into town from his family farm and has been lovingly restored to reflect the harsh and simple lifestyle of the 1930s.</p> <p><b>Wickepin Heritage Precinct and Walk Trail</b> The Wickepin Heritage Precinct walk trail is located within the town centre. There you'll find The Old Railway Station, Stationmaster's House, Old Police Station,</p> <p>along with the former Road Board Building all built prior to 1915.</p> <p><b>Yealering</b> The town of Yealering is located 27km north of Wickepin. Yealering is known to be the only country town in Western Australia with a lake within the town boundary and is part of the Living Lakes initiative.</p> <p><b>Lake Yealering</b> In a picturesque setting with picnic and barbecue facilities, Lake Yealering is an ideal place for a variety of water sports including skiing, swimming, sailing and windsurfing. There are nature walks throughout the surrounding bush land which is alive with birdlife.</p> <p>Overlooking the lake are modern sporting facilities including tennis courts, a bowling green and cricket oval. The golf course surrounds the lake and the 18th hole features a unique tee box set out over the water. The Town Hall,</p>  <p>caravan park and picnic facilities are located on the lake shore.</p> <p><b>Harris Smith</b> Harris Smith is located 49km south-east of Wickepin and the area boasts some of Western Australia's most unique wildflowers. An established wildflower walk trail with informative signage surrounds the town and showcases the magnificent display of orchids, verticordias, grevilleas and banksias.</p> <p>Visitors will enjoy the display of historical machinery and memorabilia assembled by local community members including information about the well renowned Rabbit Proof Fence. Facilities in the town include a Town Hall, Caravan Park and accommodation units, cricket oval as well as an 18-hole golf course.</p> <p><b>Tincurrin</b> The small town of Tincurrin is located 35km south of Wickepin which showcases a stunning display of wildflowers.</p> <p><b>AT A GLANCE</b></p> <p><b>WHAT'S ON</b> Yealering Regatta - Oct 2023 Ignite Wicky Festival - 24 Feb 2024</p> <p><b>TOP ATTRACTIONS</b> Malyalling Reserve / Lake Toolbin / Albert Facey Homestead / Lake Yealering / Wildflowers Harris Smith</p> <p><b>WILDFLOWERS TO DISCOVER</b> Fringed Mantis, Banded Greenhoods, Many Orchid varieties (e.g. Spider Orchids - Pink &amp; Blue Fairy Orchids - Sugar Orchids - Purple Enamel Orchids)</p> <p><b>VISITOR INFORMATION</b> SHIRE OF WICKEPIN 77 Wogolin Road, Wickepin T: (08) 9888 1005 E: admin@wickepin.wa.gov.au wickepin.wa.gov.au or contact Wickepin Community Resource Centre 24 Wogolin Road Wickepin WA 370 T: (08) 9888 1500</p> <p>28   The Wheatbelt   <a href="http://australianagriculture.com.au">australianagriculture.com.au</a></p>
<p><b>Governance</b> <b>Other</b></p>	<ul style="list-style-type: none"> <li>• Staff support as needed.</li> <li>• Responded to queries from the community.</li> <li>• Liaison with Manager of Works, CEO, DCEO and ESO for projects needing completion or works to be undertaken.</li> </ul>

**Financial Implications:**

Nil

**Strategic Implications:**

Aligns with Strategic Community Plan 2018 - 2028.

**Statutory Environment:**

Nil

**Policy Implications:**

Nil

**Recommendation:**

That the report from the Community Development Officer dated 8 November 2022 be accepted.

**Voting Requirements:**

Simple majority

**Resolution No 161122-10**

**Moved Cr Allan / Seconded Cr Miller**

That the report from the Community Development Officer dated 8 November 2022 be accepted.

**Carried 5/0**

GOVERNANCE, AUDIT AND COMMUNITY SERVICES**10.2.05 Council & Committee Meeting Dates 2023**

<b>Submission To:</b>	<b>Ordinary Council</b>
<b>Location / Address:</b>	<b>Whole Shire</b>
<b>Name of Applicant:</b>	<b>Noel Mason, Acting Chief Executive Officer</b>
<b>File Reference:</b>	<b>CM.PLA.404</b>
<b>Author:</b>	<b>Noel Mason, Acting Chief Executive Officer</b>
<b>Disclosure of any Interest:</b>	<b>Nil</b>
<b>Date of Report:</b>	<b>8 November 2022</b>

**Enclosure/Attachments:** Nil

**Background:**

The Local Government Act 1995 states “at least once a year a Local Government is to give public notice of the dates on which time and place at which ordinary and committee meetings are to be held”.

**Summary:**

Council is being requested to adopt the proposed 2023 meeting dates.

**Comments:**

Following is the proposed meeting dates for 2023. The December 2023 Council, Governance and Australia Day meetings are proposed to be held the 2<sup>nd</sup> week of December, 13 December, as the 3<sup>rd</sup> week, 20 December, are close to the Christmas office closure. Moving the meeting forward one week will allow sufficient time for the council minutes to be produced and actioned.

**Council Meetings**

	<b>Day</b>	<b>Date</b>	<b>Time</b>
Council	Wednesday	February 15, 2023	3.30pm
Council	Wednesday	March 15, 2023	3.30pm
Council	Wednesday	April 19, 2023	3.30pm
Council	Wednesday	May 17, 2023	3.30pm
Council	Wednesday	June 21, 2023	3.30pm
Council	Wednesday	July 19, 2023	3.30pm
Council	Wednesday	August 16, 2023	3.30pm
Council	Wednesday	September 20, 2023	3.30pm
Council	Wednesday	October 18, 2023	3.30pm
Council	Wednesday	November 15, 2023	3.30pm
Council	Wednesday	December 13, 2023	3.30pm

**Governance Audit & Community Services Committee**

<b>Committee</b>	<b>Day</b>	<b>Date</b>	<b>Time</b>
Governance	Wednesday	February 15, 2023	1.30pm
Governance	Wednesday	June 21, 2023	1.30pm
Governance	Wednesday	December 13, 2023	1:30pm

**Townscape and Cultural Planning Committee**

<b>Committee</b>	<b>Day</b>	<b>Date</b>	<b>Time</b>
Townscape	Wednesday	March 1, 2023	9.30am
Townscape	Wednesday	June 7, 2023	9.30am
Townscape	Wednesday	September 6, 2023	9.30am
Townscape	Wednesday	November 1, 2023	9.30am

**Lifestyle Retirement Committee**

Committee	Day	Date	Time
Lifestyle Retirement	Wednesday	February 1, 2023	9.30am
Lifestyle Retirement	Wednesday	May 3, 2023	9.30am
Lifestyle Retirement	Wednesday	August 2, 2023	9.30am
Lifestyle Retirement	Wednesday	October 4, 2023	9.30am

#### Albert Facey Homestead Committee

Committee	Day	Date	Time
Albert Facey	Monday	February 6, 2023	1.00pm
Albert Facey	Monday	May 1, 2023	1.00pm
Albert Facey	Monday	August 7, 2023	1.00pm
Albert Facey	Monday	November 6, 2023	1.00pm

#### Australia Day Committee

Committee	Day	Date	Time
Australia Day	Wednesday	September 20, 2023	12.00pm
Australia Day	Wednesday	December 13, 2023	12.00pm

#### Cuballing / Wickepin Joint Local Emergency Management Committee (LEMC)

Committee	Day	Date	Time
LEMC Committee	Monday	17 April, 2023	3.00pm
LEMC Committee	Monday	October 23, 2023	3.00pm

### Statutory Environment:

Local Government (Administration) Regulations 1996

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

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

Local Government Act 1995

### Division 2 — Council meetings, committees and their meetings and electors' meetings

#### Subdivision 1 — Council meetings

#### 5.3. Ordinary and special council meetings

- 1) A council is to hold ordinary meetings and may hold special meetings.
- 2) Ordinary meetings are to be held not more than 3 months apart.
- 3) If a council fails to meet as required by subsection (2) the CEO is to notify the Minister of that failure.

#### 5.4. Calling council meetings

An ordinary or a special meeting of a council is to be held —

(a) if called for by either —

- (i) the mayor or president; or
- (ii) at least  $\frac{1}{3}$  of the councillors,

in a notice to the CEO setting out the date and purpose of the proposed meeting; or

(b) if so decided by the council.

**Policy Implications:** Nil

**Financial Implications:** Nil

**Strategic Implications:** Nil

#### Recommendation:

That council adopts the following meeting dates for 2023:

#### Council Meetings

	Day	Date	Time
Council	Wednesday	February 15, 2023	3.30pm
Council	Wednesday	March 15, 2023	3.30pm
Council	Wednesday	April 19, 2023	3.30pm
Council	Wednesday	May 17, 2023	3.30pm
Council	Wednesday	June 21, 2023	3.30pm
Council	Wednesday	July 19, 2023	3.30pm
Council	Wednesday	August 16, 2023	3.30pm
Council	Wednesday	September 20, 2023	3.30pm
Council	Wednesday	October 18, 2023	3.30pm
Council	Wednesday	November 15, 2023	3.30pm
Council	Wednesday	December 13, 2023	3.30pm

#### Governance Audit & Community Services Committee

Committee	Day	Date	Time
Governance	Wednesday	February 15, 2023	1.30pm
Governance	Wednesday	June 21, 2023	1.30pm
Governance	Wednesday	December 13, 2023	1:30pm

#### Townscape and Cultural Planning Committee

Committee	Day	Date	Time
Townscape	Wednesday	March 1, 2023	9.30am
Townscape	Wednesday	June 7, 2023	9.30am
Townscape	Wednesday	September 6, 2023	9.30am
Townscape	Wednesday	November 1, 2023	9.30am

**Lifestyle Retirement Committee**

Committee	Day	Date	Time
Lifestyle Retirement	Wednesday	February 1, 2023	9.30am
Lifestyle Retirement	Wednesday	May 3, 2023	9.30am
Lifestyle Retirement	Wednesday	August 2, 2023	9.30am
Lifestyle Retirement	Wednesday	October 4, 2023	9.30am

**Albert Facey Homestead Committee**

Committee	Day	Date	Time
Albert Facey Homestead	Monday	February 6, 2023	1.00pm
Albert Facey Homestead	Monday	May 1, 2023	1.00pm
Albert Facey Homestead	Monday	August 7, 2023	1.00pm
Albert Facey Homestead	Monday	November 6, 2023	1.00pm

**Australia Day Committee**

Committee	Day	Date	Time
Australia Day	Wednesday	September 20, 2023	12.00pm
Australia Day	Wednesday	December 13, 2023	12.00pm

**Cuballing / Wickepin Joint Local Emergency Management Committee (LEMC)**

Committee	Day	Date	Time
LEMC Committee	Monday	17 April, 2023	3.00pm
LEMC Committee	Monday	October 23, 2023	3.00pm

**Voting Requirements:**

Simple majority

**Resolution No 161122-11****Moved Cr Corke / Seconded Cr Allan****Carried 5/0**

<b>Council Meetings</b>			
	Day	Date	Time
Council	Wednesday	February 15, 2023	3.30pm
Council	Wednesday	March 15, 2023	3.30pm
Council	Wednesday	April 19, 2023	3.30pm
Council	Wednesday	May 17, 2023	3.30pm
Council	Wednesday	June 21, 2023	3.30pm
Council	Wednesday	July 19, 2023	3.30pm
Council	Wednesday	August 16, 2023	3.30pm
Council	Wednesday	September 20, 2023	3.30pm
Council	Wednesday	October 18, 2023	3.30pm
Council	Wednesday	November 15, 2023	3.30pm
Council	Wednesday	December 13, 2023	3.30pm
<b>Governance Audit &amp; Community Services Committee</b>			
Committee	Day	Date	Time
Governance	Wednesday	February 15, 2023	1.30pm
Governance	Wednesday	June 21, 2023	1.30pm
Governance	Wednesday	December 13, 2023	1:30pm

<b>Townscape and Cultural Planning Committee</b>			
<b>Committee</b>	<b>Day</b>	<b>Date</b>	<b>Time</b>
Townscape	Wednesday	March 1, 2023	9.30am
Townscape	Wednesday	June 7, 2023	9.30am
Townscape	Wednesday	September 6, 2023	9.30am
Townscape	Wednesday	November 1, 2023	9.30am
<b>Lifestyle Retirement Committee</b>			
<b>Committee</b>	<b>Day</b>	<b>Date</b>	<b>Time</b>
Lifestyle Retirement	Wednesday	February 1, 2023	9.30am
Lifestyle Retirement	Wednesday	May 3, 2023	9.30am
Lifestyle Retirement	Wednesday	August 2, 2023	9.30am
Lifestyle Retirement	Wednesday	October 4, 2023	9.30am
<b>Albert Facey Homestead Committee</b>			
<b>Committee</b>	<b>Day</b>	<b>Date</b>	<b>Time</b>
Albert Facey Homestead	Monday	February 6, 2023	1.00pm
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Albert Facey Homestead	Monday	August 7, 2023	1.00pm
Albert Facey Homestead	Monday	November 6, 2023	1.00pm
<b>Australia Day Committee</b>			
<b>Committee</b>	<b>Day</b>	<b>Date</b>	<b>Time</b>
Australia Day	Wednesday	September 20, 2023	12.00pm
Australia Day	Wednesday	December 13, 2023	12.00pm
<b>Cuballing / Wickepin Joint Local Emergency Management Committee (LEMC)</b>			
<b>Committee</b>	<b>Day</b>	<b>Date</b>	<b>Time</b>
LEMC Committee	Tuesday	TBC	3.00pm
LEMC Committee	Monday	October 23, 2023	3.00pm

Wes Astbury entered the meeting at 4:56pm

GOVERNANCE, AUDIT AND COMMUNITY SERVICES**10.2.06 Southwest Settlement Land Base Consultation**

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<b>Submission To:</b>	<b>Ordinary Council</b>
<b>Location / Address:</b>	<b>As detailed, Wickepin Shire Reserves</b>
<b>Name of Applicant:</b>	<b>Noel Mason, Acting Chief Executive Officer</b>
<b>File Reference:</b>	<b>CP.A&amp;D.505</b>
<b>Author:</b>	<b>Noel Mason, Acting Chief Executive Officer</b>
<b>Disclosure of any Interest:</b>	<b>Nil</b>
<b>Date of Report:</b>	<b>9 November 2022</b>

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**Enclosure/Attachments:** Nil

**Summary:**

Council is being requested to advise the Department of Planning Lands and Heritage of its view on the transfer of previous Water Reserves under the Southwest Native Title Settlement.

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

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

**Background:**

The State of Western Australia has committed to allocating up to 320,000 hectares of Crown land to the Noongar People to create the Noongar Land Estate, in accordance with the six registered Indigenous Land Use Agreements (ILUA) for the South West Native Title Settlement (the Settlement). The ILUAs were registered at the National Native Title Tribunal on 17 October 2018 and all necessary legal processes have now been concluded.

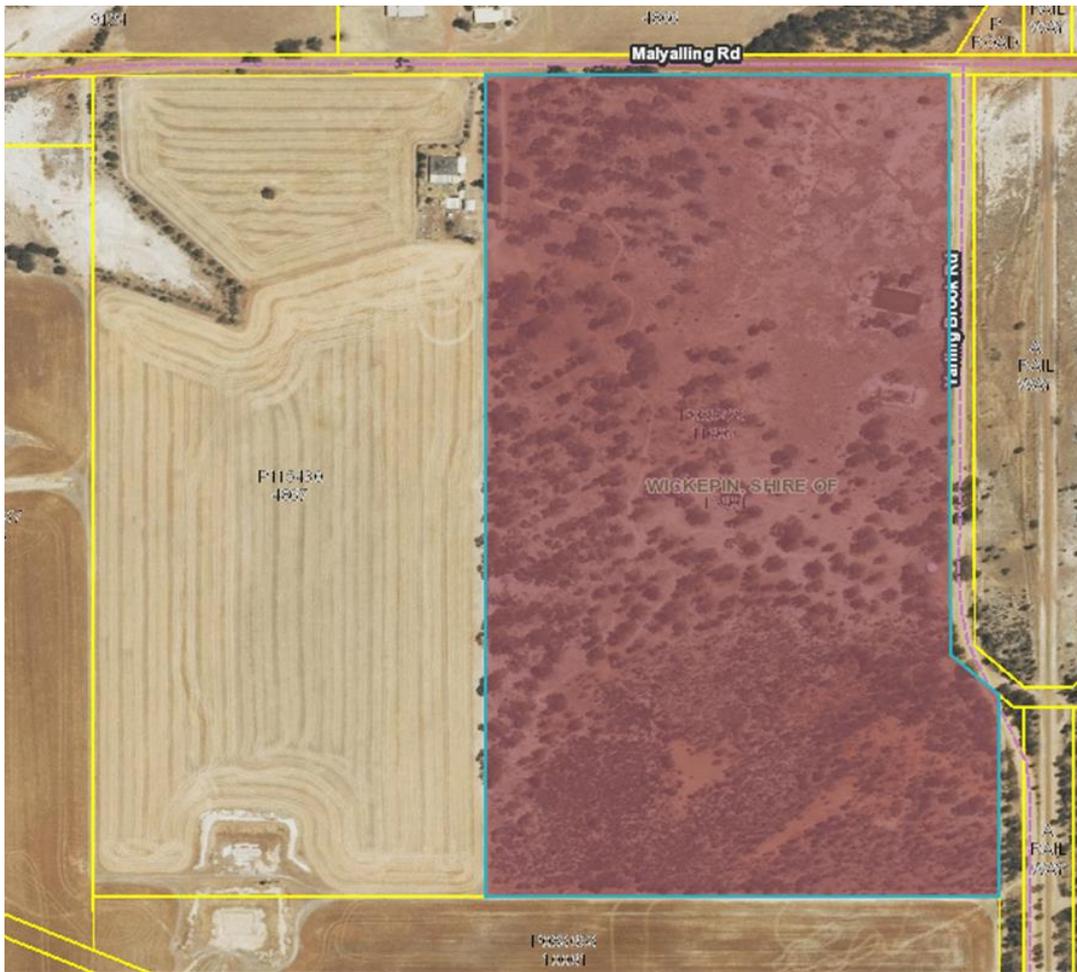
**Comments:**

The land being requested is highlighted in red'ish on the following maps.

All the land identified currently exists as Reserve Land, (Water Reserves) and as reserves, the crown has the power to lease. All would be transferred to the Noongar Estate.



PIN 1000499:



PIN 765475:





## What the NLE will Comprise

- (a) Subject to the various conditions being met and standard statutory approvals, clearances etc., being obtained as specified in this Strategy, the State must from:
- (i) Crown land parcels comprising UCL and UMR (including land identified by the State, SWALSC or the Trustee), and
  - (ii) State held freehold and managed reserves identified by Government departments or agencies, which are identified as being eligible by the State for Allocation:
  - (iii) subject to clauses 6(b) and 6(f) and 7.2(c) of this Strategy, create reserves and issue management orders over reserves (including land that is to be reserved for this purpose), or grant leases, to be held by the Land Sub, of a minimum of 200,000 hectares and a maximum of 300,000 hectares of land within the period of 5 years commencing on the day after the Trust Effective Date; and
  - (iv) subject to clauses 6(c), 6(d) and 6(e) and 7.2(d) of this Strategy, transfer a minimum of 10,000 hectares and a maximum of 20,000 hectares of land in freehold within the period of five years commencing on the day after the Trust Effective Date to the Land Sub.
- (b) If the maximum amount of reserves, management orders or leaseholds have not been created, issued or granted by the end of the fifth year after the Trust Effective Date from the land identified for Allocation by the end of the fourth year after the Trust Effective Date, then reserves, management orders or leaseholds up to:
- (i) the maximum of 300,000 hectares; or

**Policy Implications:** Nil

**Financial Implications:** Nil

**Strategic Implications:** Nil

### Recommendation:

Council advise the Department of Planning Lands and Heritage that it has no objection on the transfer of Water Reserves (PIN's 984056, 982685, 1000499, 765475, 983917) under the Southwest Native Title Settlement to the Noongar Land Estate;

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

**Voting Requirements:**

Simple majority

**Resolution No 161122-12**

**Moved Cr Mearns / Seconded Cr Miller**

That this item be layed on the table to seek further information.

**Carried 6/0**

Councillor Miller left the meeting at 5:00pm.

[GOVERNANCE, AUDIT AND COMMUNITY SERVICES](#)

**10.2.07 Adoption Joint Local Emergency Management Arrangements 2022**

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<b>Submission To:</b>	<b>Ordinary Council</b>
<b>Location / Address:</b>	<b>Whole Shire</b>
<b>Name of Applicant:</b>	<b>Noel Mason, Acting Chief Executive Officer</b>
<b>File Reference:</b>	<b>ES.PLA.910</b>
<b>Author:</b>	<b>Noel Mason, Acting Chief Executive Officer</b>
<b>Disclosure of any Interest:</b>	<b>Nil</b>
<b>Date of Report:</b>	<b>3 November 2022</b>

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**Enclosure/Attachments:**

1. Shire of Cuballing and Shire of Wickepin Joint Local Emergency Management Arrangements (LEMA) 2022
2. Shire of Wickepin Emergency Evacuation Plan 2022
3. Shire of Wickepin Local Contacts and Resource Register 2022  
(NOTE: Copies provided to Councillors – not printed with Agenda)

**Background:**

Each local government is required to have current emergency management arrangements in place. The Shires of Cuballing and Wickepin have joined together for the purposes of emergency management planning. The Joint Local Emergency Management Arrangements 2022 has been prepared by the Shires of Cuballing and Wickepin Local Emergency Management Committee to address their legislative responsibility under Section 39 and Section 41 of the Emergency Management Act 2005 and the Emergency Management Regulations 2006. The original joint LEMA was adopted in April 2016 by the Shire of Wickepin.

The Shires of Cuballing and Wickepin in accordance with the Emergency Management Act 2005 are the body responsible for co-ordinating the Local Emergency Management Committee (LEMC). Membership of the LEMC comprises representatives of the agencies, community groups, non-government organisations and expertise relevant to the identified community hazards and risks and emergency management arrangements and these all assist in the preparation of the LEMA.

**Comment:**

The Shire's of Cuballing Wickepin Joint Local Emergency Management Plan 2022 details emergency management arrangements and ensures an understanding between agencies and stakeholders involved in managing emergencies within the shires.

The purpose of the Plan is to set out:

- the local government's policies for emergency management (Part 1);
- the roles and responsibilities of public authorities and other persons involved in emergency management in the local government district (Part 4);
- provisions about the planning and response coordination of emergency operations and activities relating to emergency management performed by the persons mentioned in part 4, (Part 2&3);
- a description of emergencies that are likely to occur in the local government district (Annex E) ;
- strategies and priorities for emergency management in the local government district (Part 3);
- other matters about emergency management in the local government district prescribed by the regulations; and
- other matters about emergency management in the local government district the local government considers appropriate.

The revised Shire of Cuballing and Shire of Wickepin Joint Local Emergency Management Arrangements 2022 as attached were endorsed by the Joint Local Emergency Management Committee on Tuesday 19 October 2021.

The joint Local Emergency Management Arrangements must also be endorsed by each Council.

### **Statutory Environment:**

#### ***Emergency Management Act 2005***

The functions of the Shire's of Cuballing and Wickepin Joint Local Emergency Management Committee are as set down in Section 39 of the *Emergency Management Act 2005*:

#### **39. Functions of local emergency management committees**

*The functions of a local emergency management committee are, in relation to its district or the area for which it is established —*

- a) to advise and assist the local government in ensuring that local emergency management arrangements are established for its district;*
- b) to liaise with public authorities and other persons in the development, review and testing of local emergency management arrangements; and*
- c) to carry out other emergency management activities as directed by the SEMC or prescribed by the regulations.*

#### **Policy Implications:**

Nil

#### **Financial Implications:**

Nil

#### **Strategic Implications:**

Nil

#### **Summary:**

Council is being requested to adopt the Shire of Cuballing and Shire of Wickepin Joint Local Emergency Management Arrangements 2022 as attached with appendices.

#### **Recommendations:**

That Council adopt the Shire of Cuballing and Shire of Wickepin Joint Local Emergency Management Arrangements 2022 as attached with appendices, Shire of Wickepin Emergency Evacuation Plan 2022, Local Contacts and Resource Register 2022 and LEMC Contact List (Versions Dated 1/11/2022).

#### **Voting Requirements:**

Simple majority

### **Resolution No 161122-13**

#### **Moved Cr Allan / Seconded Cr Corke**

That Council adopt the Shire of Cuballing and Shire of Wickepin Joint Local Emergency Management Arrangements 2022 as attached with appendices, Shire of Wickepin Emergency Evacuation Plan 2022, Local Contacts and Resource Register 2022 and LEMC Contact List (Versions Dated 1/11/2022).

**Carried 5/0**

Councillor Miller re-entered the meeting at 5:04pm.

GOVERNANCE, AUDIT AND COMMUNITY SERVICES**10.2.08 Albert Facey Homestead Committee Recommendations**

<b>Submission To:</b>	<b>Ordinary Council</b>
<b>Location/Address:</b>	<b>Whole Shire</b>
<b>Name of Applicant:</b>	<b>Noel Mason, Acting Chief Executive Officer</b>
<b>File Reference:</b>	<b>CR.MEE.208</b>
<b>Author:</b>	<b>Mel Martin, Executive Support Officer</b>
<b>Disclosure of any Interest:</b>	<b>Nil</b>
<b>Date of Report:</b>	<b>8 November 2022</b>

**Enclosure/Attachments:** Nil

**Background:**

The Albert Facey Homestead Committee meeting was held on Monday 7 November 2022.

**Comments:**

The Albert Facey Homestead Committee meeting was held on Monday 7 November 2022 and passed the following recommendation:

**Moved L Rose / Seconded C Astbury**

That the Postcards kindly donated to the Albert Facey Homestead Committee be accepted and professionally framed and the project will be supervised by Libby Heffernan.

**Carried 4/0**

**Statutory Environment:** Nil

**Policy Implications:** Nil

**Financial Implications:** Nil

**Strategic Implications:** Nil

**Recommendation:**

That the Postcards kindly donated by Janet Thorley to the Albert Facey Homestead Committee be accepted and professionally framed and the project will be supervised by Libby Heffernan.

**Voting Requirements:** Simple majority

**Resolution No 161122-14****Moved Cr Mearns / Seconded Cr Allan**

That the Postcards kindly donated by Janet Thorley to the Albert Facey Homestead Committee be accepted and professionally framed and the project will be supervised by Libby Heffernan.

**Carried 6/0**

[GOVERNANCE, AUDIT AND COMMUNITY SERVICES](#)

## 11. President's Report

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

On Tuesday 1 November the Shire of Cuballing and Shire of Wickepin's LEMC committee met at Wickepin for the half yearly committee meeting. The LEMC Contact List; the Emergency Evacuation Plan and the Local Contact and Resource Register have all been revised and were presented to LEMC Committee for adoption, pending some minor changes. They will now be presented to our individual Councils also for adoption. Discussion was held regarding the upcoming bushfire season.

It was noted of the retirement of long standing DFES Area Manager Grant Hansen, effective Friday November 4. Grant has been a wonderful asset to our area with his knowledge, expertise and training skills in fire risk and management, having worked his whole working life in these job roles, and although we will miss his guidance, we thank him sincerely and wish him well in his retirement.

Thursday 10 November saw a meeting with Steve Martin MLC alongside Acting CEO Noel and Deputy CEO Erika. There were a wide range of subjects discussed, further monitoring and investigation will be pursued by Steve in relation to resources for volunteers of the Local Bush Fire Brigades and provision of daycare facilities for children in Wickepin Shire, and other matters that are currently before the Shire.

Wednesday 16 November I joined the Central Country Zone Executive Meeting by Teams, where the Zone's financial report was received and planning was made for next year's meeting dates, speakers, and agenda items.

On behalf of Council I would like to sincerely thank Noel for his time with us as our Acting CEO. Noel fitted into our team like a glove, and over the past three months he has calmly and assuredly got on with the job and provided the guidance that has allowed the rest of the staff to blossom and become more confident in their own job roles, consequently projects and programmes are rolling along at a constant speed with the end of some already in sight.

We are delighted to have Noel continue to support Erika as she takes over the role of Acting CEO from him, whilst Council endeavours to fill the role permanently in the near future, and we look forward to working with Noel in the next few months as we review our Strategic Plan and in other areas as we need support. Our sincere thanks Noel, and our very best wishes to you as well.

### Recommendations:

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

**Voting Requirements:**

Simple majority

**Resolution No 161122-15**

**Moved Cr Mearns / Seconded Cr Miller**

That council note the President's report dated 16 November 2022.

**Carried 6/0**

GOVERNANCE, AUDIT AND COMMUNITY SERVICES**12. Chief Executive Officer's Report**

<b>Submission To:</b>	<b>Ordinary Council</b>
<b>Location/Address:</b>	<b>Whole Shire</b>
<b>Name of Applicant:</b>	<b>Noel Mason, Acting Chief Executive Officer</b>
<b>File Reference:</b>	<b>CM.REP.2</b>
<b>Author:</b>	<b>Noel Mason, Acting Chief Executive Officer</b>
<b>Disclosure of any Interest:</b>	<b>Nil</b>
<b>Date of Report:</b>	<b>18 November 2022</b>

**Annual Audit**

Shire Auditors arrived Thursday 10 November 2022 for a two day Annual Audit

**Staff Matters**

The CEO and DCEO have organised temporary arrangements for the period 11 November 2022, when DCEO will take over as Acting CEO. Support mechanisms will be as requested, but nothing too rigid in the first two weeks. There are still some items that have to be prepared for December meeting agenda and hopefully can make a start on Strategic Plan drafts. Follow up on KBuilt Aged Units will be via Manager Works Services on visits and via phone contacts/emails with builder and trades. First return visit is planned for approx 29 November 2022.

I thank Council of the opportunity to act as CEO over the past 3 months, I have really enjoyed the role. Clearly a CEO is only as good as the people supporting them, so to the Council I say thank you for the support of myself during this period. I guess whilst it may feel like things progressed and changes were happening, the secret in being a relief CEO is to change very little, just to empower the staff by saying "yes" more often than "no" and recognising that whilst you hold a fresh viewpoint, change does not have to be the only way to address progress.

I acknowledge the excellent team of administrative staff Wickepin has; knowledgeable, skilled and efficient with excellent customer service intent. The staff have made my time as CEO very easy. All credit to them, the Wickepin community should be proud of the people who serve it.

I wish Shire of Wickepin well as you tackle the never ending list of tasks we all perform in Local Government in the service of our community.

No staff (inside or outside) changes this month.

**MEETINGS ATTENDED**

<b>October 2022</b>	
Thursday 13 <sup>th</sup>	<b>Grower Forum Fire Recovery Update</b> – Wickepin Recreation Centre – Wheatbelt Development Commission Chair Rob Cossart (Recovery Co-ordinator), representatives of the Shires and Govt Agencies. Was well attended with approx 30 people from within the fire zone, raised a number of issues that we channelled up view the WDC. Wickepin raised issue of Animal Welfare and Bushfire Radios in the lead-up to the 22/23 season.
Thursday 13 <sup>th</sup>	LEMA Review – WALGA – Wheatbelt (North South) and Great Southern Zones of WALGA participated in a Workshop/Consultation to discuss and get feedback on the

	proposed amendments to Emergency Management arrangements in WA. WALGA staff fully explained the changes envisioned with the new LEMA legislation, the impacts of new OSH Legislation and how this would impact Shire LEMA and LEMC operations. Once WALGA has pieced together the State consultations, a response will be forwarded to Government.
Tuesday 18 <sup>th</sup>	Wickepin Hotel – Notice to remove dog from Shire. Met to discuss implications of the removal notice.
Tuesday 18 <sup>th</sup>	Regional Development Authority - Wheatbelt – Zoom meeting with RDA to discuss the implications of the Census data and the under-reporting of the 0-5 and 70+ age groups.
Wednesday 26 <sup>th</sup>	WALGA staff conducting their annual visit – CEO, DCEO, MWS discussed WALGA's services to the Shire including preferred supplier arrangements and the use of this purchasing process by Shire, road funding and asset reporting for WALGA, LGIS and quickly skipped over the main WALGA services available to Shires.
Wednesday 26 <sup>th</sup>	WA Kaolin Mine Visit – CEO and MWS had a familiarisation visit to WA Kaolin to discuss Bushfire arrangements for 2022 and the development of Sparks Road as a sealed access road. CEO has since advised WA Kaolin that alternatives to the development of Sparks Road exist and that they should develop plans and then approach MRWA. Happy to receive requests to the Shire following that.
<b>November 2022</b>	
Tuesday 8 <sup>th</sup>	Kerri Ann Hudson – Bushfire Risk Mitigation Planning Co-ordinator – Kerri is undertaking the risk mitigation plans for 5 Shires in the region. Discussed at length what the Shire does physically and administratively each season to mitigate risk and what Shire identified as the major risk issues. The Wickepin Bushfire Mitigation Strategy should be in draft form this month and ready for adoption by Shire in December, prior to a period of consultation.
Thursday 10 <sup>th</sup>	Steve Martin MLC – President, CEO, DCEO – met to discuss a range of issues currently before Shire, Day Care, WA Kaolin and freight issues and ASKI funding, LG Reform and 8 to 7 Councillors, Tier 3 proposals by State Govt, Narrogin East Fire and WAERN radios, recovery and Fire ratings and impact on stubble burning. Possible attendance at December Council meeting.

### Delegations to be inserted –

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

	<b>Termination of Staff</b>				
<b>A7</b>	<b>Rates Recovery – Instalment Payments</b>	<b>CEO</b>			
<b>A8</b>	<b>Issue of Orders</b>	<b>CEO</b>			
<b>A9</b>	<b>Legal Advice</b>	<b>CEO</b>			
<b>A10</b>	<b>Permits to Use Explosives</b>	<b>CEO</b>			
<b>A11</b>	<b>Street Stalls</b>	<b>CEO</b>			
<b>A12</b>	<b>Liquor Consumption on Shire Owned Property</b>	<b>CEO</b>	Wickepin Playgroup Facey Group T Guinness	10/11/22 27/10/22 21/10/22	
<b>A13</b>	<b>Hire of Community Halls / Community Centre</b>	<b>CEO</b>	Wickepin Playgroup – Wk CC A Miller – Wk CC Facey Group – Wk CC Astrotourism – Wk CC Wickepin Cricket Club – Wk CC T Guinness – Yealering Hall Wickepin FC – Wk CC Wickepin CRC – Wk CC Yealering/86 Gate Fire Brigade – Yealering Hall	10/11/22 28/10/22 27/10/22 26/10/22 26/10/22 21/10/22 20/10/22 20/10/22 18/10/22	
<b>A14</b>	<b>The Food Act 2008 and the Food Regulations 2009</b>	<b>CEO</b>			
<b>A15</b>	<b>The Public Health Act 2016</b>	<b>CEO</b>			
<b>A16</b>	<b>Sponsorship, contributions and donations to sporting and community groups</b>	<b>CEO</b>			

**Recommendations:**

That Council note the Chief Executive Officer's report dated 10 November 2022.

**Voting Requirements:**

Simple majority

**Resolution No 161122-16**

**Moved Cr Allan / Seconded Cr Astbury**

That Council note the Chief Executive Officer's report dated 10 November 2022.

**Carried 6/0**

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

### **14. Reports and Information**

### **15. Urgent Business**

Meeting was adjourned at 5.12pm.

Meeting re convened at 6.23pm.

Cr Thompson entered the meeting at 6.23pm.

## 15.1 Late Items – CEO Recruitment Recommendations

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<b>Submission To:</b>	<b>Ordinary Council</b>
<b>Location/Address:</b>	<b>Wogolin Road Wickepin</b>
<b>Name of Applicant:</b>	<b>Erika Clement – Acting Chief Executive Officer</b>
<b>File Reference:</b>	<b>PE.REC.2010</b>
<b>Author:</b>	<b>Erika Clement – Acting Chief Executive Officer</b>
<b>Disclosure of any Interest:</b>	<b>Nil</b>
<b>Date of Report:</b>	<b>16 November 2022</b>

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**Enclosure/Attachments:** Nil

### Background:

Council is being requested to accept the late agenda item, CEO Recruitment - Recommendations

### Comments:

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

### Statutory Environment:

*Local Government Act 1995*

*Shire of Wickepin Standing Orders*

#### 5.5 Urgent Business

- 5.5.1** A Councillor may move a motion or ask a question involving urgent business that is not included in the notice paper for that meeting provided that the Presiding Member agrees to the business being raised and the Presiding Member considers that either;
- (a) the urgency of the business is such that the business cannot wait inclusion in the notice paper for the next meeting of the Council or committee; or
  - (b) the delay in referring the business to the next meeting of the Council or committee could have adverse legal or financial implications for the council;
- 5.5.2** Any councillor may move without notice a procedural motion of dissent in respect of the Presiding Members ruling that the business is not worthy of inclusion as urgent business. If the motion of dissent is agreed to at the meeting by the majority of councillors present, the business must then be included as a matter of urgent business.

**Policy Implications:** Nil

**Financial Implications:** Nil

**Strategic Implications:** Nil

### Recommendations:

That the presiding Member accepts the late agenda item, CEO Recruitment - Recommendations.

**Voting Requirements:** Absolute Majority

**Resolution No 161122-17**

**Moved Cr Allan / Seconded Cr Astbury**

That the presiding Member accepts the late agenda item, CEO Recruitment - Recommendations.

**Carried 7/0**

**Resolution No 161122-18**

**Moved Cr Allan / Seconded Cr Astbury**

That the meeting proceed behind closed doors.

**Carried 7/0**

**Resolution No 161122-19**

**Moved Cr Allan / Seconded Cr Mearns**

That the meeting come out from behind closed doors.

**Carried 7/0**

## 15.2 CEO Recruitment - Recommendations

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<b>Submission To:</b>	<b>Ordinary Council</b>
<b>Location/Address:</b>	<b>Whole of Shire</b>
<b>Name of Applicant:</b>	<b>Erika Clement - Acting Chief Executive Officer</b>
<b>File Reference:</b>	<b>PE.REC.2010</b>
<b>Author:</b>	<b>Erika Clement - Acting Chief Executive Officer</b>
<b>Disclosure of any Interest:</b>	<b>Nil</b>
<b>Date of Report:</b>	<b>16 November 2022</b>

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**Enclosure/Attachments:** Nil

### Summary:

Council is being requested to approve recommendations for interviewees from the recruitment panel for the position of Chief Executive Officer of the Shire of Wickepin

### Background:

LoGo Appointments has forwarded the applications received for the CEO position to each member of the committee.

### Comments:

Council can resolve to:

Interview the following applicants as presented by LoGo Appointments

Or request LoGo Appointments to readvertise the position.

Council will need to make a decision on the appointment of an Acting CEO if the position is readvertised

### Statutory Environment:

Model Standards for CEO Recruitment, Performance Review and Termination (Schedule 2, Local Government (Administration) Regulations):

### Policy Implications:

Council is required to work within the framework of its adopted Model Standards

**Financial Implications:** Nil

### Strategic Implications:

*Local Government Act 1995*

*Local Government (Administration) Amendment Regulations 2021 (CEO Standards)*

### Recommendations:

That Council resolves to interview the following applicants.

**Voting Requirements:** Absolute majority

**Resolution No 161122-20**

**Moved Cr Allan / Seconded Cr Mearns**

That Council resolves to interview applicants 1, 2, 3 & 4 on Tuesday 29 November 2022 commencing at 9am at Council Chambers, Shire of Wickepin.

**Carried 7/0**

## **16. Closure**

There being no further business the Presiding Officer declared the meeting closed at 6.30pm.