A Fortunate Place

Shire of Wickepin

Agenda

Ordinary Meeting of Council

Council Chambers, Wickepin

21 OCTOBER 2020

Notice of an Ordinary Meeting of Council

Please note that the next ordinary meeting of Council of the Shire of Wickepin will be held on 21 October 2020 at Council Chambers, Wickepin, commencing at 3.30pm.

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

Mark Hook
Chief Executive Officer

16 October 2020

Time Table

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

Disclaimer

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

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

SHIRE OF WICKEPIN
QUESTIONS FROM THE PUBLIC

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NAME:
SIGNATURE:
ADDRESS:
TELEPHONE:
MEETING/DATE:
NAME OF ORGANISATION REPRESENTING (if applicable):

QUESTION:

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h. Answers to questions provided in good faith, however, unless reasonable prior written notice of the question is given, answers should not be relied upon as being totally comprehensive.

i. Where a question (compliant to these rules) is raised and is unable to be answered at the meeting, the question shall be 'taken on notice' with an answer being given at the next appropriate Council Meeting.

j. Public Question Time is set for a maximum period of 15 minutes, and will terminate earlier should no questions be forthcoming.

k. To enable all members of the public a fair and equitable opportunity to participate in Public Question Time, each person shall be provided a maximum two minutes time limit in the first instance, in which to ask a maximum of two questions (whether these are submitted 'in writing' or 'from the floor'). A question may include a request for the tabling of documents where these are relevant to an issue before Council.

l. Questions to be asked at the meeting will be registered, and the priority for asking questions shall be firstly 'questions on which written notice has been given prior to the meeting' (that is, prior to 12 noon on the day immediately preceding the meeting) and secondly, 'questions from the floor'.

m. Should there be time remaining on the initial period for Public Question Time (i.e. 15 minutes) after all members of the public have posed their initial allotment of two questions, the Presiding Member will then allow members of the public to sequentially (in accordance with the register) ask a further two questions (with a two minute time limit) until the initial period for Public Question Time has expired.

n. Any extension to the initial period for Public Question Time is to be limited to a period that will allow sufficient time for any remaining members of the public to ask their initial allotment of two questions.

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Agenda of an Ordinary Meeting of Council held in Council Chambers, Wickepin
Wednesday 21 October 2020 commencing @ 3.30pm

The President declared the meeting open at pm.

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

President	Julie Russell
Deputy President	Wes Astbury
Councillor	Nathan Astbury
Councillor	Sarah Hyde
Councillor	Steven Martin
Councillor	Fran Allan
Councillor	John Mearns
Councillor	Allan Lansdell

Chief Executive Officer	Mark Hook
Deputy Chief Executive Officer	Erika Clement
Executive Support Officer	Melissa Martin

Leave of Absence (Previously Approved)

Apologies

2. Public Question Time

3. Applications for Leave of Absence/Apologies

4. Petitions, Memorials and Deputations

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

6. Confirmation of Minutes

Ordinary meeting of council – Wednesday 16 September 2020.

Moved / Seconded

That the minutes of the Ordinary meeting of council held on Wednesday 16 September 2020 be confirmed as a true and correct record.

Carried /

7. Receival of Minutes

RECEIVAL OF MINUTES

7.1 – Australia Day Committee

Submission To:	**Ordinary Council**
Location/Address:	**Whole Shire**
Name of Applicant:	**Mel Martin, Executive Services Officer**
File Reference:	**CR.MEE.206**
Author:	**Mel Martin, Executive Services Officer**
Disclosure of any Interest:	**Nil**
Date of Report:	**7 October 2020**

Enclosure/Attachments:

Minutes of the Australia Day Committee meeting held on Wednesday 16 September 2020.

Background:

The Australia Day Committee meeting was held on Wednesday 16 September 2020.

Summary:

Council is being requested to receive the Australia Day Committee meeting minutes held on Wednesday 16 September 2020.

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 Australia Day Committee meeting held on Wednesday 16 September 2020 be received.

Voting Requirements: Simple majority.

A Fortunate Place

Shire of Wickepin

Minutes

Australia Day Committee

Council Chambers, Wickepin

16 SEPTEMBER 2020

SHIRE OF WICKEPIN
QUESTIONS FROM THE PUBLIC

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

NAME:
SIGNATURE:
ADDRESS:
TELPHONE:
MEETING/DATE:
NAME OF ORGANISATION REPRESENTING (if applicable):

QUESTION:

SHIRE OF WICKEPIN
QUESTIONS FROM THE PUBLIC

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Minutes of an Australia Day Committee Meeting held in Council Chambers, Wickepin – Wednesday 16 September 2020 commencing @ 12.30pm.

The Chairperson declared the meeting open at 12.40pm.

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

Cr Allan Lansdell	Chairperson
Cr Wes Astbury	Member
Cr Fran Allan	Member
Mr Mark J Hook	Chief Executive Officer
Ms Lara Marchei	Executive Support Officer

Apologies

Cr Julie Russell	Member

Leave of Absence (Previously Approved)

2. Public Question Time

3. Applications for Leave of Absence/Apologies

4. Petitions, Memorials and Deputations

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

6. Confirmation of Minutes – 18 December 2019

Moved Cr Allan /Seconded Cr W Astbury

That the minutes of the Australia Day Committee meeting held on 18 December 2019 be confirmed as a true and correct record.

Carried 3/0

7. Notice of Motions of Which Notice Has Been Given

8. Receipt of Reports & Consideration of Recommendations

9. Notice of Motions for the Following Meeting

10. Reports & Information

10.1 2021 Event

The 2021 Australia Day function is to be held on Tuesday 26 January at the Harrismith Golf Club.

10.2 Community Awards

Call for nominations for the following awards will be advertised, with winners to be announced at the Australia Day celebrations:

Citizen of the Year
Senior Citizen of the Year
Young Citizen of the Year
Community Group of the Year

At the last meeting it was suggested that discussion take place at this meeting to possibly make changes to the name and/or criteria of the Young Citizen of the Year award to encourage more nominations. There have been no nominations for the past 5 years.

Currently the Young Citizen of the Year award nomination reads as follows:

The Shire of Wickepin is to recognise and encourage significant contributions to community life within the Shire of Wickepin and to promote community responsibility.

Persons who have made a noteworthy contribution during the current year and/or given outstanding service to the community over a number of years, be it through commerce, tourism, sport, volunteer work etc, shall be eligible.

To be eligible the person must not be more than 21 years of age on 26 January 2020.

Criteria for the Young Citizen of the Year award to be re worded and forwarded to committee for approval prior to advertising. Schools within the shire also to be encouraged to nominate anyone who has obtained significant achievements.

10.4 Other matters raised by members

The CEO advised that he has been approached regarding whether the committee would be in favour of allowing the Wickepin St John Ambulance to present their volunteer recognition awards at the Australia Day breakfast if their sub centre requested. The committee agreed that they would be in favour.

11. Urgent Business

12. Closure

There being no further business the Chairperson declared the meeting closed at 1pm.

Actions Requested from meeting

Subject/Action	***Officer***
Book Harrismith Golf Club	

RECEIVAL OF MINUTES

7.2 – Lifestyle Retirement Committee

Submission To:	**Ordinary Council**
Location/Address:	**Whole Shire**
Name of Applicant:	**Mel Martin, Executive Services Officer**
File Reference:	**CR.MEE.203**
Author:	**Mel Martin, Executive Services Officer**
Disclosure of any Interest:	**Nil**
Date of Report:	**7 October 2020**

Enclosure/Attachments:

Minutes of the Lifestyle Retirement Committee meeting held on Wednesday 7 October 2020.

Background:

The Lifestyle Retirement Committee meeting was held on Wednesday 7 October 2020.

Summary:

Council is being requested to receive the Lifestyle Retirement Committee meeting minutes held on Wednesday 7 October 2020.

Comments:

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

Statutory Environment:

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

Policy Implications: Nil

Financial Implications: Nil

Strategic Implications: Nil

Recommendations:

That the minutes for the Lifestyle Retirement Committee meeting held on Wednesday 7 October 2020 be received.

Voting Requirements: Simple majority

A Fortunate Place

Shire of Wickepin

Minutes

Lifestyle Retirement Committee

Council Chambers

7 OCTOBER 2020

Notice of a Lifestyle Retirement Committee Meeting

Please note that the next Lifestyle Retirement Committee Meeting of the Shire of Wickepin will be held on Wednesday 7 October 2020, commencing at 9.30am.

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

Mark Hook
Chief Executive Officer

24 September 2020

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Terms of Reference

1. Name
Lifestyle Retirement Committee

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

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

The Lifestyle Retirement Committee has no delegated authority.

The main functions of the Committee are to:

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

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

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

5. Appointment of Committee Members

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

6. Appointment of Committee Chair

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

7. Meeting Frequency

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

Meeting dates for 2020 are as follows:

Day	Date	Time
Wednesday	February 5, 2020	9.30am
Wednesday	May 13, 2020	9.30am
Wednesday	August 5, 2020	9.30am
Wednesday	October 7, 2020	9.30am

8. Related Policies/Bylaws: Nil.

SHIRE OF WICKEPIN

QUESTIONS FROM THE PUBLIC

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If any member of the Public wishes to raise any questions for Public Question Time please email them to the Chief Executive Office on eso@wickepin.wa.gov.au by 4.00pm Tuesday 06 October 2020.

NAME:
SIGNATURE:
ADDRESS:
TELPHONE:
MEETING/DATE:
NAME OF ORGANISATION REPRESENTING (if applicable):

QUESTION:

SHIRE OF WICKEPIN
QUESTIONS FROM THE PUBLIC

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Minutes of Lifestyle Retirement Committee Meeting to be held in Council Chambers, Wickepin Wednesday 7 October 2020 commencing at 9.30am.

The Chairperson declared the meeting open at 9.36am.

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

Cr Fran Allan	Member
Cr Allan Lansdell	Member
Murray Lang	Chairperson (for meeting 07/10/2020)
Colin Hemley	Member
Coleen Thompson	Member
Audrey Bird	Member
Steve Rose	Member
Rex Bergin	Member
Erika Clement	Acting Chief Executive Officer
Mel Martin	Executive Support Officer

Apologies

Syd Martin	Chairperson
Mark Hook	Chief Executive Officer
Kevin Coxon	Member
Leanne Smith	Member

Leave of Absence (Previously Approved)

2. Public Question Time

3. Applications for Leave of Absence/Apologies

4. Petitions, Memorials and Deputations

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

6. Confirmation of Minutes

Lifestyle Retirement Committee Meeting – 05 August 2020.

Moved F Allan / Seconded R Bergin

That it be recorded that Steve Rose was against the motion to the amended site plan drawing SK0.1 in the August 2020 Lifestyle Retirement Committee meeting.

That the minutes of the Lifestyle Retirement Committee meeting held on 5 August 2020 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

If not noted, please insert numbers of items once attended to and return sheet to CEO.
❍ = in progress ✓ = completed ✕ = superseded

8. Receipt of Reports & Consideration of Recommendations

8.1 - CEO Report

Submission To:	**Lifestyle Committee**
Location/Address:	**Whole Shire**
Name of Applicant:	**Mark Hook, Chief Executive Officer**
File Reference:	**CR.MEE.203**
Author:	**Mark Hook, Chief Executive Officer**
Disclosure of any Interest:	**Nil**
Date of Report:	**24 September 2020**

Aged units Johnston Street
All contracts with KBUILT to construct the ILU on Johnston Street have been finalised and they are currently undertaking the Town Planning and Building approvals along with the Western Power and Water Corporation approvals to commence construction.

Attached to this report is the final design drawing that has been approved and ready for Certificate of Design Approval.

Housing Management Manual
Attached to this report is a draft Housing Management Manual for the Independent Living Units operated by the Shire of Wickepin.

This is a requirement of the grant funding received from the Department of Primary Industries and Regional Development

Means Test - Tenants
Means testing allocation model to be developed and agreed to by all Local Governments and accepted by the Department by the next Milestone date **30/09/2020.**

Please read the attached manual and pass any comments back to the Executive Support Officer prior to the meeting so that all comments can be collated and passed onto the CEO prior to adoption by Council at the October Council Meeting.

Recommendations:
That the Lifestyle Retirement Committee note the Chief Executive Officer's report dated 24 September 2020.

Voting Requirements: Simple majority.

Moved R Bergin / Seconded C Hemley

That the Lifestyle Retirement Committee note the Chief Executive Officer's report dated 24 September 2020.

Carried 8/0

Moved A Bird / Seconded C Thompson

That clause 3.1.1 of the Draft Housing Management Manual be amended to read that:

Tenants may apply to keep a small, quiet animal on the premises – keeping of a pet is subject to prior approval by Council and will incur a pet bond.

Carried 8/0

9. Reports & Information

9.1 Other matters raised by members

10. Urgent Business

11. Closure

The next Lifestyle Retirement Committee Meeting will be held Wednesday 3 February 2021 at 9.30am.

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

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
1097-150720-10	Maximum Term Employment Contracts- Manager of Works	CEO	That council offer the Manager of Works and Services Mr Gary Rasmussen a new five year contract.	❍	In progress
1103-190820-10	Community Development Officer's Report	CEO	That council paint the existing bench seat in the council garden purple for the Purple Bench Project in honour of all victims of domestic violence.	❍	Plaque ordered and bench to be painted by council staff.
1104-190820-11	Albert Facey Homestead Committee Recommendations	CEO	An inventory of all public artefacts and donations within the Shire is to be completed. A display cabinet be purchased to house the hand pieces.	❍ ❍	In progress In progress
1109 – 160920 - 04	Internet Connectivity Shire of Wickepin		That the Shire of Wickepin offer a letter of support to Crisp Wireless for their grant application to the Federal Government Regional Connectivity Program.	✓	Letter sent 23/09/2020
1110 – 160920 - 05	Drum Muster		That the DrumMuster collection site be moved to the Wickepin Refuse site.	✓	Email sent
1111 – 160920 - 06	Tender – RFT 2 2020-21 Supply and Lay of Asphalt		That council accept the tender from WCP Civil.	✓	Successful and unsuccessful letters sent 29/09/2020.
1112 – 160920 – 07	Tender – RFT 01/2020-21, Supply and Lay of Bituminous Products		That Council accept the tender from Downer.	✓	Successful and unsuccessful letters sent 29/09/2020.
1113 – 160920 - 08	Roads 2030 Review		That the CEO submit the Toolibin North Road to the Wheat Belt South Regional Road Group for inclusion in the Narrogin Harrismith Route in the Roads 2030 Regional Strategies for	❍	In progress

			significant Local Government Roads.		
1114 – 160920 - 13	Railway Dam Wickepin Change of Vesting Reserve 15782 Water Supply		That the CEO advertise council's intent to request the Minister for Lands to amend Reserve No 15782 from water supply to recreational purposes including camping and tourism activities.	✓	Advertised
1115 – 160920 - 14	Towns Team Proposal		That the CEO be authorised to accept the proposal from the Towns Team Movement at a cost of $17,850 (exc GST).	✓	Email sent
1116 - 160920 - 15	Townscape & Cultural Planning Committee Recommendations		1.Purchase the signage for 2 historically significant sites – to be nominated in consultation with the Wickepin History Group. 2.Mount the Electricity Supply and Water Supply plaques onto the Wickepin Town Hall. 3.Updates the directional road signage on Old Cemetery Road in accordance with council's Policy 8.1.14	❍ ❍ ❍	In progress In progress In progress

If not noted, please insert numbers of items once attended to and return sheet to CEO.
❍ = in progress ✓ = completed ✖ =superseded

9. Notice of Motions of Which Notice Has Been Given

10. Receipt of Reports & Consideration of Recommendations

TECHNICAL SERVICES

10.1.01 – Manager Works and Services' Report

Submission To:	**Ordinary Council**
Location/Address:	**Whole Shire**
Name of Applicant:	**Manager Works & Services, Gary Rasmussen**
File Reference:	**CM.REP.1**
Author:	**Manager Works & Services, Gary Rasmussen**
Disclosure of any Interest:	**Nil**
Date of Report:	**13 October 2020**

Enclosure/Attachments: Nil

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

Background: Nil

Comments:

Programmed Construction Works

- 7 Rintel St – working on fence Request for Quotes.
- Bin Rd – Work has begun and a lot has been achieved over the past three weeks. The seal and asphalt will not be laid before harvest due to the holdup with traffic management plan. Therefore I will stop and hold the job until harvest is completed. Looking to recommence in February/March 2021.
- Construction crew will move to Wickepin Pingelly Rd - culvert works and cement stabilises.
- RFQ for the rubbish tip and gravel closed on 30 September 2020. I sent the request for quotation to three contractors and only received a response from AC & EJ Fulford, therefore I have accepted the offer from AC & EJ Fulford.
- Wickepin North Rd reseal – arranged the Narrogin shire to do patching with their truck prior to sealing works in 2021.

Maintenance Works

- Maintenance grader – work is about finished in the eastern side of the shire and will be moving to the northern side of the shire.
- Tree pruning - the shire bobcat is working on sealed roads – ongoing.
- Western Power line works – work in Yealering is completed. The trees in Wickepin are yet to be done.
- Pothole patching – arranged the Narrogin shire to work on the Wickepin Pingelly Rd with their jet patcher.
- Signage maintenance – on going.
- Yealering Hall – the new side entry steps are 80% completed and looking to install them in mid November.
- Mosquito fogging – we have started fogging for the season and will be on-going until December when the weather permits.

Occupational Health and Safety

- Lost time injury – no lost time.
- Plant - nothing to report.

Parks and Gardens

- General mowing and whipper snipping - on going.
- Harrismith Walk Trail - slashed the walk trail with the bobcat four weeks ago.
- General maintenance at Yealering and Harrismith – on-going.

Plant and Equipment

- General servicing.
- Replacement of vehicles - I recommend that we go with Isuzu for all utes and cars as I believe it is easier for servicing if we only have to deal with one distributor for parts etc.

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 13 October 2020.

Voting Requirements: Simple majority.

TECHNICAL SERVICES

10.1.02 – Replacement of Vehicles - WK632, WK468, WK701 and 0WK

Submission To:	**Ordinary Council**
Location/Address:	**Whole Shire**
Name of Applicant:	**Mark J Hook, Chief Executive Officer**
File Reference:	**PS.TEN.2111**
Author:	**Mark Hook, Chief Executive Officer**
Disclosure of any Interest:	**CEO – Impartiality; Daughter works for Edwards Isuzu Ute**
Date of Report:	**13 October 2020**

Enclosure/Attachments:

1. Narrogin Toyota Quotation
2. Narrogin Mitsubishi Quotation
3. Edwards Isuzu Ute Quotation
4. RFQ Specifications

Summary:

Council is being requested to accept the quotes from Edwards Isuzu Ute Narrogin for the vehicles named below as per specifications listed in the attachments.

- WK632 – 2020 Isuzu SX Dmax, single cab, auto, 4 x 4, 3.0L TID in white at a changeover price of $24,500.00 GST inclusive.
- WK468 – 2020 Isuzu SX Dmax, single cab, auto, 4 x 4, 3.0L TID in white at a changeover price of $22,000.00 GST inclusive.
- WK701 – 2020 Isuzu XT Dmax, dual cab, P/U auto, 4 x 4 in blue at a changeover price of $25,120.00 GST inclusive.
- 0WK – 2020 Isuzu LST MU-X,3.0 l TID, 4X4 in colour at a changeover price of $8,900.00 GST inclusive.

Background:

The 2020/2021 Budget includes within the plant replacement program the replacement of the following vehicles:

- WK632 – 2014 Holden Colorado single cab utility 4x4
- WK468 – 2016 Holden Colorado single cab top tray
- WK701 – 2018 Toyota Hilux 4x4 dual cab
- 0WK – 2019 Holden LTZ Colorado (Two Changeovers)

Comments:

As per council's purchasing policy 2.1.17 TENDERS OF BUDGETED ITEMS the Chief Executive Officer requested quotes from the following suppliers:

1. Narrogin Mitsubishi
2. Narrogin Toyota
3. Edwards Isuzu Ute – Narrogin

Council has received the following quotes as of 12 October 2020.

The following correspondence was received from Narrogin Toyota in relation to vehicle 0WK;

"On current estimations once you are in a Prado replacing the vehicle every 12mths or 40,000kms changeover is between $9,000 To $10,000 dollars."

Includes Fitted Tray	Edwards Isuzu Ute	Narrogin Toyota	Narrogin Mitsubishi
	2020 Isuzu SX Dmax single cab, auto 4x4, 3.0L	Hilux 4x4 2.8L DSL	MR Triton GLX 2.4L
WK 632 - 2014 Colorado Single Cab			
Price inclusive of options	40,594.00	44,826.46	34,584.20
Alloy Tray	2,620.00	2,162.74	2,272.73
Reverse Camera	Inc	524.91	500.00
80 Channel UHF	650.00		
Uniden 9060 Arial and Rail		709.09	
Lashing Ring		345.45	
Flashing Beacon	420.00	254.55	436.36
Trailer Brake System		650.00	
2 x Work Lights	5501.00		
Canvas Covers	400.00	349.88	290.91
Tow Bar	1,199.00	954.17	1,097.27
Tool Box			450.00
Pre Delivery	995.00	750.00	900.00
Less Trade	16,094.00	17,000.00	18,500.00
Change Over GST Inclusive	**$24,500.00**	**$27,826.47**	**$16,084.20**

Includes Tipper Tray	Edwards Isuzu Ute	Narrogin Toyota	Narrogin Mitsubishi
	2020 Isuzu SX Dmax single cab, auto 4x4, 3.0L	Hilux 4x4 2.8L DSL	MR Triton GLX 2.4L
WK468 - 2016 Colorado Single Cab Tipper			
Price inclusive of options	45,494.00	50,875.44	40,723.20
Steel Tray	3,400.00		
Tipper	4,000.00	7,090.91	8,100.00
Tool Box	500.00	480.00	
Canvas Covers	400.00	349.88	227.27
UHF 80 Channel Radio			553.64
Reverse Camera	Inc	524.91	500.00
Bolt on Mesh Frame		345.45	
4 Tie Down Points		345.45	
LED Flashing Light		709.09	
LED Beacon	420.00		150.00
Trailer Brake System		650.00	
Tow Bar	1,199.00	954.17	1,097.27
Electric Brakes	820.00		
Pre Delivery	995.00	750.00	900.00
Less Trade	23,494.00	25,000.00	15,000.00
Change Over GST Inclusive	**$22,000.00**	**$25,875.44**	**$25,723.20**

	Edwards Isuzu Ute		Narrogin Toyota	Narrogin Mitsubishi
	2020 Isuzu XT Dmax dual cab, P/U auto 4x4	2020 Isuzu ISU Dmax dual cab, P/U auto 4x4	Hilux 4x4 2.8L DSL	MR Triton GLX 2.4L
WK701 - 2017 Toyota Hilux				
Price inclusive of options	65,712.00	60,792.00	69,092.25	59,587.40
Vehicle Colour			545.45	672.73
SR5 + Premium Interior			2,272.73	2,045.45
Auxiliary Power Socket Kit	300.00	300.00	463.28	
Reverse Camera	Inc	Inc		
Steel Bull Bar	3,150.00	3,150.00	2,502.27	3,811.82
LED Light bar	890.00	890.00	926.08	800.00
Leather seats	Inc	(cloth interior)	Inc	Inc
Smooth Canopy 2 x lift up Windows	4,300.00	4,300.00	3,482.07	5,522.73
Dust Defence Kit			308.35	
Roof Racks	570.00	570.00	687.90	580.91
Tow Bar	1,199.00	1,199.00	565.92	7,097.27
Long Range ARB Tank			1,636.36	1,818.18
Anderson Plug	250.00	250.00	345.45	250.00
Uniden 9060 Fitted with Arial	650.00	650.00	709.09	386.36
LED Flashing Light	420.00	420.00	709.09	673.64
Electric Trailer Brake System	820.00	820.00	650.00	800.00
Tint	400.00	400.00	500.00	445.45
Mats	190.00	190.00		
Dealer Delivery	995.00	995.00	750.00	900.00
Less Trade	40,592.00	40,592.00	42,000.00	38,500.00
Change Over GST Inclusive	**$25,120.00**	**$20,200.00**	**$27,092.25**	**$21,087.40**

	Edwards Isuzu Ute	Narrogin Toyota		Narrogin Mitsubishi		
	Isuzu LST MU-X 3.0L	Prado GXL	Fortuner GXL	Everest	Pajero GLS	Pajero Sport GLS
0WK - 2020 LTZ Trailblazer						
Price inclusive of options	47,394.00	64,605.34	53,942.46	57,332.46	53,172.80	46,312.80
Floor Mats	2220.00	Inc	Inc	145.45	153.64	
Colour	500.00					
Tow Bar		1,056.02	1,049.69		1,106.36	1,180.91
GXL + Leather Option	Inc	2,888.11	2,272.73	Inc	Inc	Inc
Trailer Tow Pack	1,300.00			909.09		
Electric Brakes	820.00	650.00	681.63	800.00	800.00	800.00
Anderson Plug	250.00	220.00	263.64	250.00	250.00	2502.00
Tint	400.00	540.91	540.91	400.00	445.45	445.45
Pre Delivery	Inc	750.00	750.00	900.00	900.00	900.00
Less Trade	38,494.00	38,000.00	38,000.00	37,000.00	37,000.00	37,000.00
Change Over GST Inclusive	**$8,900.00**	**$26,605.34**	**$15,942.46**	**$20,332.46**	**$16,172.80**	**$9,312.80**

Purchase Value Threshold	Purchasing Requirement
Up to $5,000	Purchase directly from a supplier using a Purchase Order or Corporate Credit Card issued by the Shire of Wickepin, by obtaining at least one (1) oral or written quotation from a suitable supplier, either from: - a pre-qualified supplier on the WALGA Preferred Supply Program or State Government Common Use Arrangement (CUA); or - from the open market. Where the purchasing requirement is of an urgent or emergency nature the purchase is permitted without undertaking the quotation process.
Over $5,000 and up to $50,000	Obtain at least two (2) written quotations from suppliers following a brief outlining the specified requirement, either from: - a pre-qualified supplier on the WALGA Preferred Supply Program or State Government CUA; or - from the open market. Where the purchasing requirement is of an urgent or emergency nature the purchase is permitted without undertaking the quotation process.
Over $50,000 and up to $150,000	Obtain at least three (3) written quotations from suppliers by formal invitation under a Request for Quotation, containing price and detailed specification of goods and services required. The procurement decision is to be based on pre-determined evaluation a criterion that assesses all value for money considerations in accordance with the definition stated within this Policy. Quotations within this threshold may be obtained from: - a pre-qualified supplier on the WALGA Preferred Supply Program or State Government CUA; or - from the open market. Requests for quotation from a pre-qualified panel of suppliers (whether administered through the WALGA preferred supply program or State Government CUA) are not required to be invited using a Request for Quotation form, however at least three written quotes are still required to be obtained.
Over $150,000	Where the purchasing requirement is not suitable to be met through a panel of pre-qualified suppliers, or any other tender-exempt arrangement as listed in this Policy, conduct a public Request for Tender process in accordance with Part 4 of the Local Government (Functions and General) Regulations 1996, this policy and the Shire of Wickepin's tender procedures. The procurement decision is to be based on pre-determined evaluation a criterion that assesses all value for money considerations in accordance with the definition stated within this Policy.

Statutory Environment:
Local Government Act 1995.
Local Government (Functions and General) Regulations 1996.

Policy Implications: Nil

Financial Implications:
Council's budget figure for the changeover of the following vehicles are:

- WK632 – 2014 Holden Colorado single cab utility 4x4 is $26,000.00 GST exclusive
- WK468 – 2016 Holden Colorado single cab top tray is $22,000.00 GST exclusive
- WK701 – 2018 Toyota Hilux 4x4 dual cab is $26,000.00 GST exclusive
- 0WK – 2019 Holden LTZ Colorado is $12,000.00 GST exclusive (two changeovers)

Strategic Implications: Nil

Recommendations:
That council accept the following quotes from Edwards Isuzu Ute Narrogin.

1. WK632 – 2020 Isuzu SX DMax, single cab, auto, 4 x 4, 3.0L TID in white at a changeover price of $24,500.00 GST inclusive.
2. WK468 – 2020 Isuzu SX DMax, single cab, auto, 4 x 4, 3.0L TID in white at a changeover price of $22,000.00 GST inclusive.
3. WK701 – 2020 Isuzu XT DMax, dual cab, P/U auto, 4 x 4 in blue at a changeover price of $25,120.00 GST inclusive.
4. 0WK – 2020 Isuzu LST MU-X,3.0 l TID, 4X4 in colour at a changeover price of $8,900.00 GST inclusive.

Voting Requirements: Simple majority

GOVERNANCE, AUDIT AND COMMUNITY SERVICES

10.2.01– List of Accounts

Submission To:	**Ordinary Council**
Location / Address:	**Whole Shire**
Name of Applicant:	**Erika Clement – Deputy Chief Executive Officer**
File Reference:	**FM.FR.1212**
Author:	**Dianne Barry – Finance Officer**
Disclosure of any Interest:	**Nil**
Date of Report:	**6 October, 2020**

Enclosure/Attachments: List of Accounts.

Summary:
List of accounts remitted during the period from 1 September to 30 September, 2020

Municipal Account	**Vouchers**	**Amounts**
EFT	10740 – 10782 10784 - 10819	$ 235,596.49
Cheques	15691 - 15697	$ 8,126.88
Payroll	September	$ 74,384.00
Superannuation	September	$ 11,596.39
Direct Deductions	September	$ 2,295.78
Licensing	September	$ 20,774.30
	September Total	**$ 352,773.84**
Trust		
EFT	10820	$ 50.00
Cheques		
	September Total	**$ 50.00**
	Total for September	**$352,823.84**

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 $352,823.84 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

GOVERNANCE, AUDIT AND COMMUNITY SERVICES

10.2.02 – Financial Report

Submission To:	**Ordinary Council**
Location / Address:	**Whole Shire**
Name of Applicant:	**Erika Clement – Deputy Chief Executive Officer**
File Reference:	**FM.FR.1212**
Author:	**Erika Clement – Deputy Chief Executive Officer**
Disclosure of any Interest:	**Nil**
Date of Report:	**13 October 2020**

Enclosure/Attachments: Monthly report.

Background:

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

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

Comments:

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

Statutory Environment:

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

Local Government (Financial Management) Regulations 1996.

34. Financial reports to be prepared s. 6.4

(1) A local government is to prepare each month a statement of financial activity reporting on the sources and applications of funds, as set out in the annual budget under regulation 22(1)(d), for that month in the following detail -
(a) Annual budget estimates, taking into account any expenditure incurred for an additional purpose under section 6.8(1) (b) or (c);
(b) Budget estimates to the end of the month to which the statement relates;
(c) Actual amounts of expenditure, revenue and income to the end of the month to which the statement relates;
(d) Material variances between the comparable amounts referred to in paragraphs (b) and (c); and
(e) The net current assets at the end of the month to which the statement relates.

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

(3) The information in a statement of financial activity may be shown -
(a) According to nature and type classification;
(b) By program; or
(c) By business unit.

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

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

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

Policy Implications: Nil

Strategic Implications: Nil

Recommendations:
That the financial statements tabled for the period ending 30 September 2020 as presented be received.

Voting Requirements: Simple majority.

SHIRE OF WICKEPIN

MONTHLY FINANCIAL REPORT

For the Period Ended 30 September 2020

LOCAL GOVERNMENT ACT 1995

LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996

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Shire of Wickepin

Compilation Report

For the Period Ended 30 September 2020

Report Purpose

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

Overview

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

Statement of Financial Activity by reporting program

Is presented on page 6 and shows a surplus as at 30 September 2020 of $3,436,346.

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

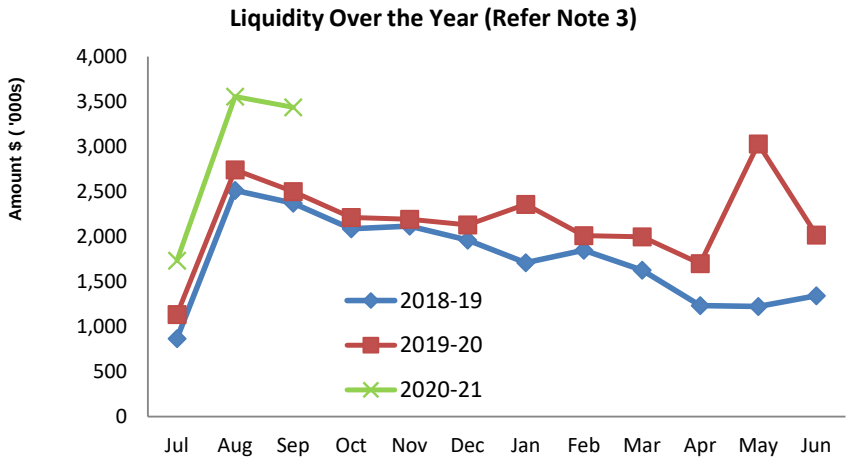
Date prepared: 13-Oct-20

Reviewed by: Mark Hook CEO

Shire of Wickepin

Monthly Summary Information

For the Period Ended 30 September 2020

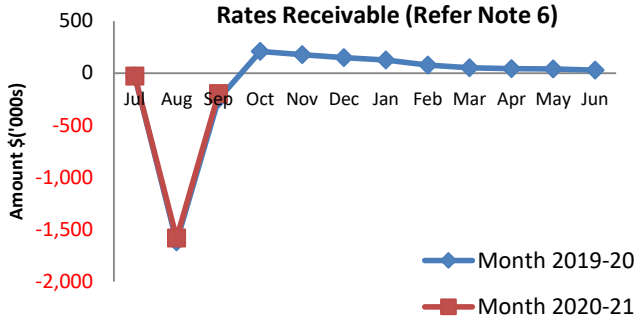


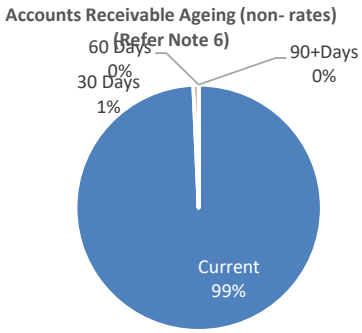
Cash and Cash Equivalents as at period end

Unrestricted	$	3,471,098
Restricted	$	2,248,893
	$	5,719,990

Receivables

Rates	$	197,086
Other	$	58,109
	$	255,195





Comments	
Unrestricted cash includes the following payments in advance	
20/21 FESA paid in advance	$12,941
20/21 Grants Commission - General	$561,490
20/21 Grants Commission - Roads	$303,312
Amounts paid in advance	**$877,743**

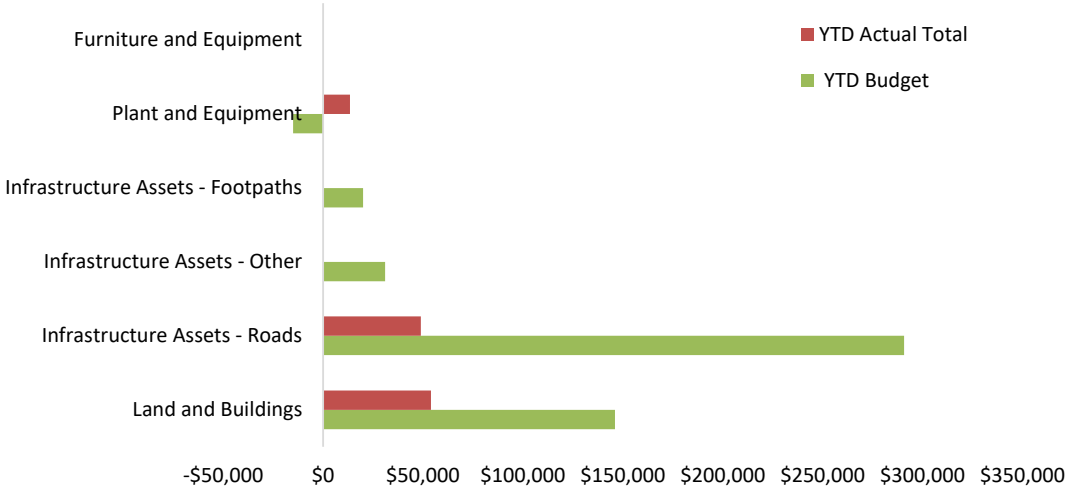
This information is to be read in conjunction with the accompanying Financial Statements and notes.

Shire of Wickepin

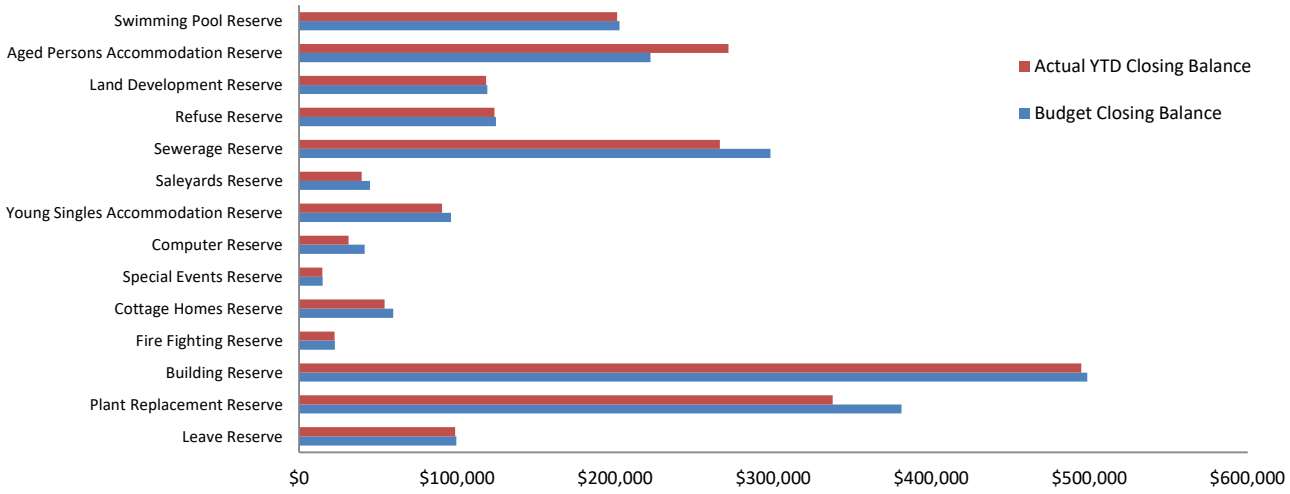
Monthly Summary Information

For the Period Ended 30 September 2020

Capital Expenditure Program YTD (Refer Note 13)



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



Comments

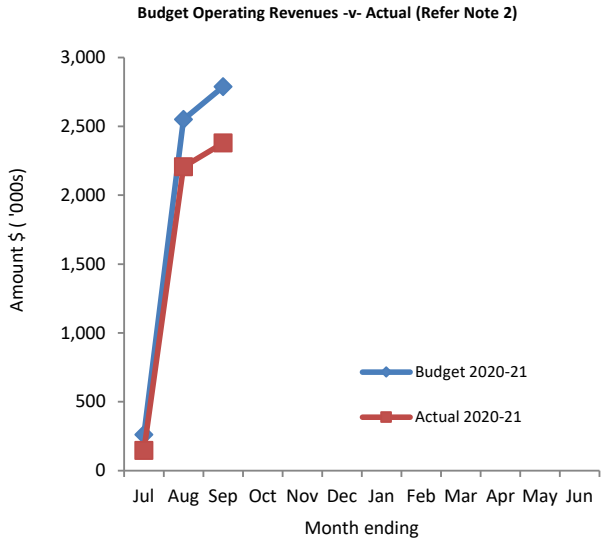
This information is to be read in conjunction with the accompanying Financial Statements and notes.

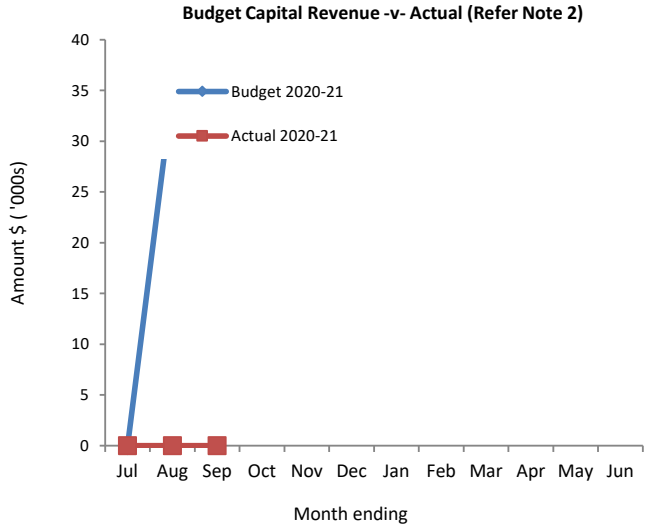
Shire of Wickepin

Monthly Summary Information

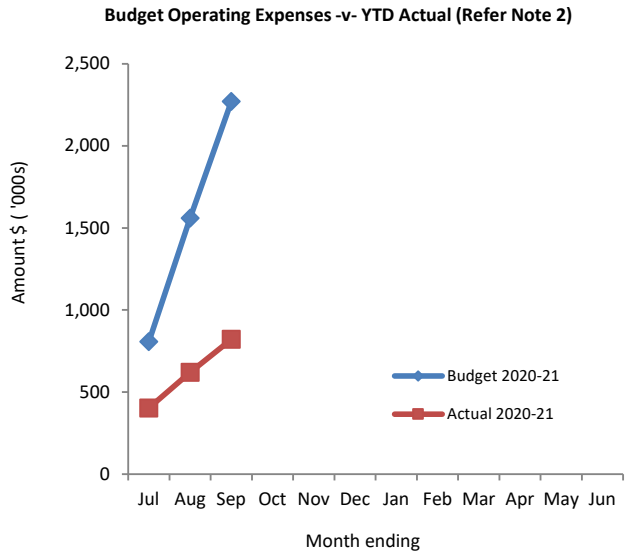
For the Period Ended 30 September 2020

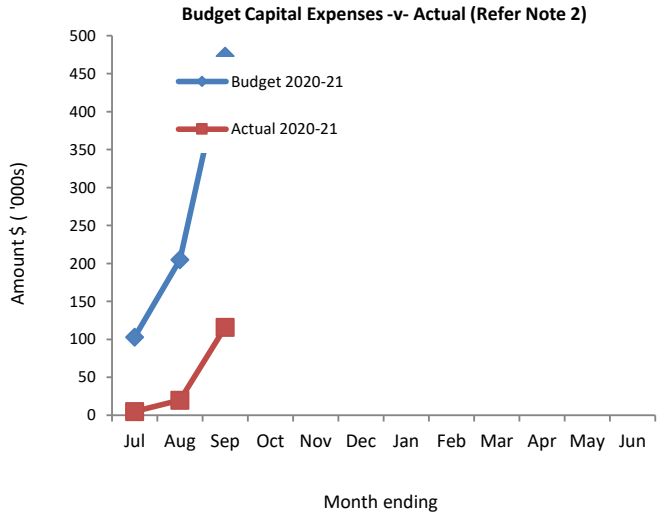
Revenues





Expenditure





Comments

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

SHIRE OF WICKEPIN
STATEMENT OF FINANCIAL ACTIVITY
(Statutory Reporting Program)
For the Period Ended 30 September 2020

	Note	Annual Budget	YTD Budget (a)	YTD Actual (b)	Var. $ (b)-(a)	Var. % (b)-(a)/(a)	Var.
Operating Revenues		$	$	$	$	%	
Governance		8,208	2,049	**439**	(1,610)	(78.56%)	
General Purpose Funding - Rates	9	1,370,075	1,370,100	**1,362,282**	(7,818)	(0.57%)	
General Purpose Funding - Other		778,745	193,859	**190,751**	(3,108)	(1.60%)	
Law, Order and Public Safety		87,111	56,235	**45,575**	(10,659)	(18.95%)	▼
Health		100	24	**370**	346	1441.67%	
Education and Welfare		4,050	1,008	**0**	(1,008)	(100.00%)	
Housing		2,683,013	670,746	**248,112**	(422,634)	(63.01%)	▼
Community Amenities		172,970	146,978	**179,806**	32,828	22.34%	▲
Recreation and Culture		16,073	3131	**3,257**	126	4.04%	
Transport		716,469	229,647	**321,978**	92,331	40.21%	▲
Economic Services		417,011	104,244	**16,058**	(88,186)	(84.60%)	▼
Other Property and Services		40,500	10,119	**10,550**	431	4.26%	
Total Operating Revenue		**6,294,325**	**2,788,140**	**2,379,179**	(408,960)		
Operating Expense							
Governance		(474,680)	(172,341)	**(131,272)**	41,069	23.83%	▼
General Purpose Funding		(85,555)	(21,369)	**(17,935)**	3,434	16.07%	▼
Law, Order and Public Safety		(219,127)	(78,580)	**(64,319)**	14,261	18.15%	▼
Health		(28,109)	(7,008)	**(3,916)**	3,092	44.13%	
Education and Welfare		(25,427)	(6,339)	**(1,949)**	4,390	69.26%	▼
Housing		(1,462,220)	(364,212)	**(28,111)**	336,101	92.28%	▼
Community Amenities		(371,839)	(95,294)	**(71,990)**	23,304	24.46%	▼
Recreation and Culture		(1,064,068)	(273,447)	**(154,677)**	118,770	43.43%	▼
Transport		(4,499,909)	(1,124,898)	**(258,749)**	866,149	77.00%	▼
Economic Services		(322,008)	(80,454)	**(36,256)**	44,198	54.94%	▼
Other Property and Services		(75,119)	(46,159)	**(51,363)**	(5,204)	(11.27%)	
Total Operating Expenditure		(8,628,062)	(2,270,101)	**(820,535)**	1,449,566		
Funding Balance Adjustments							
Add back Depreciation		4,317,355	1,079,322	**0**	(1,079,322)	(100.00%)	▼
Adjust (Profit)/Loss on Asset Disposal	8	8,623	2,157	**0**	(2,157)	(100.00%)	
Adjust Provisions and Accruals		746	0	**0**	0		
Adjust Rounding		0	0	**0**			
Net Cash from Operations		**1,992,987**	**1,599,517**	**1,558,644**	**(40,873)**		
Capital Revenues							
Proceeds from Disposal of Assets	8	207,000	34,500	**0**	(34,500)	(100.00%)	▼
Total Capital Revenues		207,000	34,500	**0**	(34,500)		
Capital Expenses							
Land Held for Resale		0	0	0	0		
Land and Buildings	13	(2,227,626)	(146,028)	(53,979)	92,048	63.03%	▼
Infrastructure - Roads	13	(1,161,805)	(290,670)	(48,933)	241,737	83.17%	▼
Infrastructure - Footpaths	13	(20,000)	(5,001)	0	5,001	100.00%	▼
Infrastructure -Other	13	(235,000)	(30,999)	0	30,999	100.00%	▼
Plant and Equipment	13	(533,000)	(15,000)	(13,391)	1,609	10.73%	▼
Furniture and Equipment	13	0	0	0	0		
Total Capital Expenditure		(4,177,431)	(487,698)	**(116,303)**	371,394		
Net Cash from Capital Activities		**(3,970,431)**	**(453,198)**	**(116,303)**	**336,894**		
Financing							
Proceeds from New Debentures	10	440,000	0	**0**	0		
Proceeds from Advances		0	0	**0**	0		
Self-Supporting Loan Principal		6,582	3,291	**3,258**	(33)	(0.99%)	
Transfer from Reserves	7	51,321	0	**0**	0		
Advances to Community Groups		0	0	**0**	0		
Repayment of Debentures	10	(32,474)	(16,237)	**(3,258)**	12,979	79.93%	▼
Transfer to Reserves	7	(158,000)	0	**0**	0		
Net Cash from Financing Activities		**307,429**	**(12,946)**	**0**	**12,946**		
Net Operations, Capital and Financing		**(1,670,015)**	**1,133,374**	**1,442,341**	**306,810**		
Opening Funding Surplus(Deficit)	3	**1,670,560**	**1,994,005**	**1,994,005**	**0**	0.00%	
Closing Funding Surplus(Deficit)	3	**545**	**3,127,379**	**3,436,346**	**306,810**		

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

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

SHIRE OF WICKEPIN
STATEMENT OF FINANCIAL ACTIVITY
(By Nature or Type)
For the Period Ended 30 September 2020

	Note	Amended Annual Budget	Amended YTD Budget (a)	YTD Actual (b)	Var. $ (b)-(a)	Var. % (b)-(a)/(a)	Var.
Operating Revenues		$	$	$	$	%	
Rates	9	1,370,075	1,370,094	**1,362,277**	(7,817)	(0.57%)	
Operating Grants, Subsidies and Contributions	11	2,218,966	651,798	**347,575**	(304,223)	(46.67%)	▼
Fees and Charges		419,641	242,185	**248,866**	6,681	2.76%	
Service Charges		0	0	**0**	0		
Interest Earnings		35,500	6,623	**1,595**	(5,028)	(75.91%)	
Other Revenue		0	0	**0**	0		
Profit on Disposal of Assets	8	14,503	3,624	**0**			
Total Operating Revenue		4,058,685	2,274,324	**1,960,314**	(310,386)		
Operating Expense							
Employee Costs		(1,194,487)	(295,842)	**(342,151)**	(46,309)	(15.65%)	▼
Materials and Contracts		(2,706,507)	(729,807)	**(300,659)**	429,148	58.80%	▲
Utility Charges		(185,750)	(45,282)	**(40,528)**	4,754	10.50%	▲
Depreciation on Non-Current Assets		(4,317,355)	(1,079,322)	**0**	1,079,322	100.00%	▲
Interest Expenses		(8,636)	(2,471)	**(411)**	2,060	83.36%	▲
Insurance Expenses		(192,201)	(111,596)	**(136,787)**	(25,191)	(22.57%)	▼
Loss on Disposal of Assets	8	(23,126)	(5,781)	**0**			
Total Operating Expenditure		(8,628,062)	(2,270,101)	**(820,535)**	1,443,785		
Funding Balance Adjustments							
Add back Depreciation		4,317,355	1,079,322	**0**	(1,079,322)	(100.00%)	▼
Adjust (Profit)/Loss on Asset Disposal	8	8,623	2,157	**0**	(2,157)	(100.00%)	
Adjust Provisions and Accruals		746	0	**0**	0		
Adjust Rounding		0	0	**0**			
Net Cash from Operations		**(242,653)**	**1,085,701**	**1,139,778**	**51,920**		
Capital Revenues							
Grants, Subsidies and Contributions	11	2,235,640	513,816	**418,866**	(94,950)	(18.48%)	▼
Proceeds from Disposal of Assets	8	207,000	34,500	**0**	(34,500)	(100.00%)	▼
Total Capital Revenues		2,442,640	548,316	**418,866**	(129,450)		
Capital Expenses							
Land Held for Resale		0	0	**0**	0		
Land and Buildings	13	(2,227,626)	(146,028)	**(53,979)**	92,048	63.03%	▲
Infrastructure - Roads	13	(1,161,805)	(290,670)	**(48,933)**	241,737	83.17%	▲
Infrastructure - Footpaths	13	(20,000)	(5,001)	**0**	5,001	100.00%	▲
Infrastructure - Drainage	13	(235,000)	(30,999)	**0**	30,999	100.00%	▲
Plant and Equipment	13	(533,000)	(15,000)	**(13,391)**	1,609	10.73%	▲
Furniture and Equipment	13	0	0	**0**	0		
Total Capital Expenditure		(4,177,431)	(487,698)	**(116,303)**	371,394		
Net Cash from Capital Activities		**(1,734,791)**	**60,618**	**302,562**	**241,944**		
Financing							
Proceeds from New Debentures		440,000	0	**0**	0		
Proceeds from Advances		0	0	**0**	0		
Self-Supporting Loan Principal		6,582	3,291	**3,258**	(33)	(0.99%)	
Transfer from Reserves	7	51,321	0	**0**	0		
Advances to Community Groups		0	0	**0**	0		
Repayment of Debentures	10	(32,474)	(16,237)	**(3,258)**	12,979	79.93%	▲
Transfer to Reserves	7	(158,000)	0	**0**	0		
Net Cash from Financing Activities		**307,429**	**(12,946)**	**0**	**12,946**		
Net Operations, Capital and Financing		**(1,670,015)**	**1,133,374**	**1,442,341**	**306,810**		
Opening Funding Surplus(Deficit)	3	**1,670,560**	**1,994,005**	**1,994,005**	**0**	0.00%	
Closing Funding Surplus(Deficit)	3	**545**	**3,127,379**	**3,436,346**	**306,810**		

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 ACQUSITIONS AND CAPITAL FUNDING

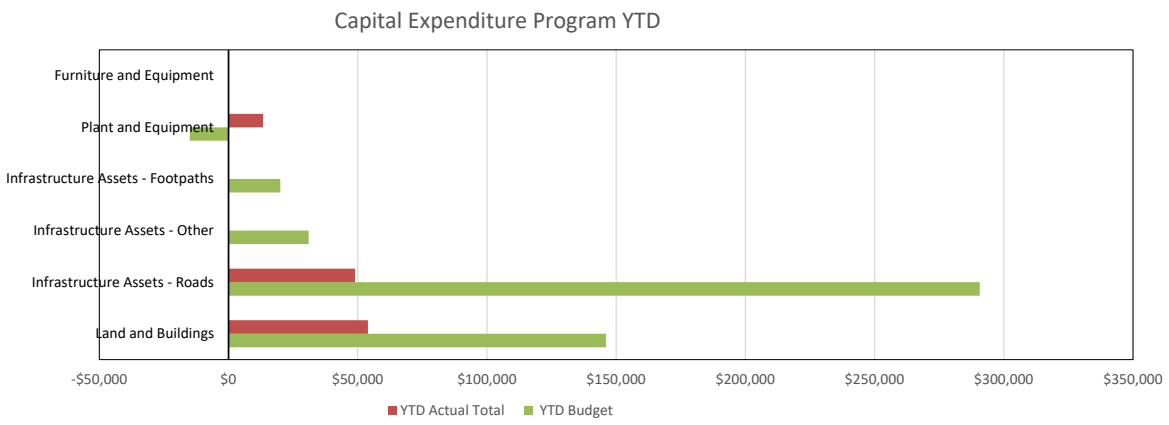
For the Period Ended 30 September 2020

Capital Acquisitions	Note	YTD Actual New /Upgrade (a)	YTD Actual (Renewal Expenditure) (b)	YTD Actual Total (c) = (a)+(b)	YTD Budget (d)	YTD 30 09 2020 Amended Annual Budget	Variance (d) - (c)
		$	$	$	$	$	$
Land and Buildings	13	53,979	0	53,979	146,028	2,227,626	(92,048)
Infrastructure Assets - Roads	13		48,933	48,933	290,670	1,161,805	(241,737)
Infrastructure Assets - Other	13	0	0	0	30,999	235,000	(30,999)
Infrastructure Assets - Footpaths	13	0	0	0	20,000	20,000	(20,000)
Plant and Equipment	13	13,391	0	13,391	(15,000)	533,000	28,391
Furniture and Equipment	13	0	0	0	0	0	0
Capital Expenditure Totals		67,370	48,933	116,303.00	472,697	4,177,431	(356,393)

Funded By:

Capital Grants and Contributions	418,866	2,235,640	2,235,640	1,816,774
Borrowings	0	0	440,000	0
Other (Disposals & C/Fwd)	0	34,500	8,623	(34,500)
Own Source Funding - Cash Backed Reserves				
Aged Accommodation Reserve	0	0	51,321	0
Building Reserve				
Total Own Source Funding - Cash Backed Reserves	0	0	(51,321)	0
Own Source Funding - Operations	(302,563)	(1,797,443)	1,441,847	1,494,881
Capital Funding Total	116,303	472,697	4,177,431	(356,394)

Comments and graphs



SHIRE OF WICKEPIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 September 2020

1. SIGNIFICANT ACCOUNTING POLICIES

(a) Basis of Accounting

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

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

Critical Accounting Estimates

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

(b) The Local Government Reporting Entity

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

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

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

(c) Rounding Off Figures

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

(d) Rates, Grants, Donations and Other Contributions

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

(e) Goods and Services Tax

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

Receivables and payables are stated inclusive of GST receivable or payable.
The net amount of GST recoverable from, or payable to, the ATO is included with receivables or payables in the statement of financial position.

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

SHIRE OF WICKEPIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 September 2020

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(f) Cash and Cash Equivalents

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

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

(g) Trade and Other Receivables

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

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

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

(h) Inventories

General

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

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

Land Held for Resale

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

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

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

(i) Fixed Assets

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

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

SHIRE OF WICKEPIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 September 2020

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(j) Depreciation of Non-Current Assets

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

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

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

(k) Trade and Other Payables

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

(l) Employee Benefits

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

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

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

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

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

SHIRE OF WICKEPIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 September 2020

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(m) Interest-bearing Loans and Borrowings

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

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

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

Borrowing Costs

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

(n) Provisions

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

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

(o) Current and Non-Current Classification

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

SHIRE OF WICKEPIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 September 2020

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(p) Nature or Type Classifications

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

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

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

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

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

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

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

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

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

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

Utilities (Gas, Electricity, Water, etc.)
Expenditures made to the respective agencies for the provision of power, gas or water. Exclude expenditures incurred for the reinstatement of roadwork on behalf of these agencies.

SHIRE OF WICKEPIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 September 2020

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 a nd asset management.and inclusive community engagement
(4) Civic leadership – This theme describes how the Shire embraces a culture of leadership, customer service .

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

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

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

LAW, ORDER, PUBLIC SAFETY
Enforcement of Local Laws, fire prevention, animal control and provision of ranger services.

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

SHIRE OF WICKEPIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 September 2020

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(s) Reporting Programs (Continued)

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

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

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

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

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

OTHER PROPERTY & SERVICES
Plant works, plant overheads and stock of materials.

SHIRE OF WICKEPIN
NOTES TO FINANCIAL ACTIVITY STATEMENT
For the Period Ended 30 September 2020

Note 2: EXPLANATION OF MATERIAL VARIANCES

Reporting Program	Var. $	Var. %	Var.	Timing/ Permanent	Explanation of Variance
Operating Revenues	$	%			
Governance	(1,610)	(78.56%)			
General Purpose Funding - Other	(3,108)	(1.60%)			
Law, Order and Public Safety	(10,659)	(18.95%)	▼		ESL Commission not yet received
Housing	(422,634)	(63.01%)	▼	Timing	Income not yet received
Community Amenities	32,828	22.34%	▲		
Recreation and Culture	126	4.04%			
Transport	92,331	40.21%	▲	Permanent	Increase in RRG Grant
Economic Services	(88,186)	(84.60%)	▼	Timing	Income not yet received - LRCI
Other Property and Services	431	4.26%			
Operating Expense					
Governance	41,069	23.83%	▼	Timing	Various Account Costs down - Conference, Meeting Fees, Advertsing, Staff Training. Deprecaition not yet run until after finalisation of Annual Report
General Purpose Funding	3,434	16.07%	▼	Timing	Various Account Costs down-Bank fees
Law, Order and Public Safety	14,261	18.15%	▼	Timing	Depreciaiton not yet run untilafter finailisation of Annual Report
Health	3,092	44.13%			
Education and Welfare	4,390	69.26%	▼	Timing	Costs Down - Donations, CDO projects, Grant Income. Depreciation not yet run until after finalisation of Annual Report
Housing	336,101	92.28%	▼	Timing	Depreciation not yet run until after finalisation of Annual Report
Community Amenities	23,304	24.46%	▼	Timing	Depreciation not yet run until after finalisation of Annual Report
Recreation and Culture	118,770	43.43%	▼	Timing	Various Account Costs down - Floorball, library building maintenance .Depreciation not yet run until after finalisation of Annual Report
Transport	866,149	77.00%	▼	Timing	Depreciation not yet run until after finalisation of Annual Report
Economic Services	44,198	54.94%	▼	Timing	Various Account Costs down - Fruit Fly Baiting, Caravan Park maintenance.Depreciation not yet run until after finalisation of Annual Report
Other Property and Services	(5,204)	(11.27%)			
Capital Revenues					
Grants, Subsidies and Contributions	(94,950)	(18.48%)	▼	Timing	Road Funding & Housing income not yet received
Proceeds from Disposal of Assets	(34,500)	(100.00%)	▼	Timing	P & E not yet purchased
Capital Expenses					
Land and Buildings	92,048	63.03%	▼	Timing	Projects not yet commenced
Infrastructure - Roads	241,737	83.17%	▼	Timing	Projects not yet commenced
Infrastructure - Footpaths	5,001	100.00%	▼	Timing	Projects not yet commenced
Plant and Equipment	1,609	10.73%	▼	Timing	Metrocounters came in under budget
Furniture and Equipment	0				
Financing					
Loan Principal	12,979	79.93%	▼		New Loan not yet commenced

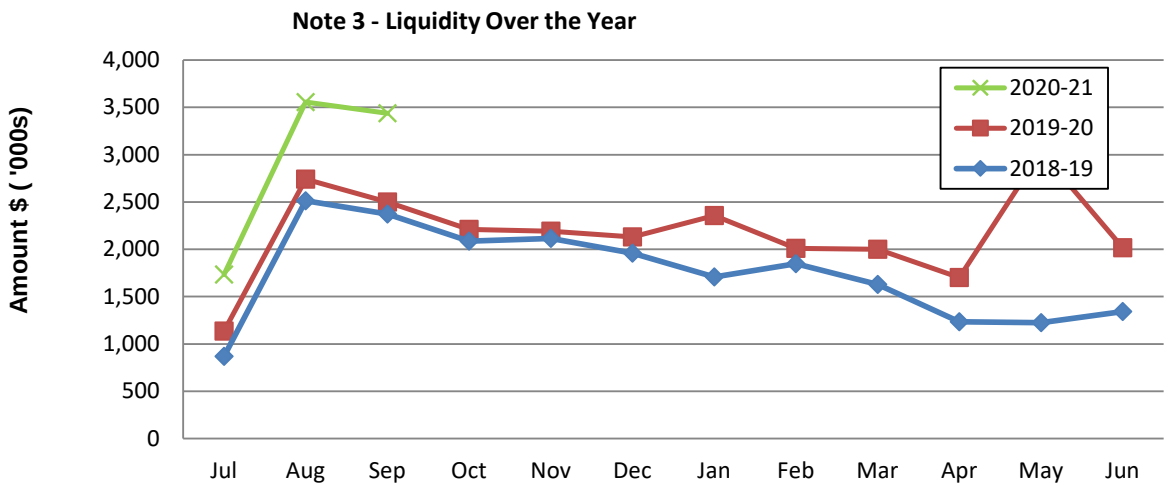
SHIRE OF WICKEPIN

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY

For the Period Ended 30 September 2020

Note 3: NET CURRENT FUNDING POSITION

		Positive=Surplus (Negative=Deficit)		
	Note	YTD 30 Sep 2020	30 June 2020	YTD 30 Sep 2019
		$	$	$
Current Assets				
Cash Unrestricted	4	3,471,098	2,178,143	975,440
Cash Restricted	4	2,248,893	2,248,893	1,274,113
Receivables - Rates	6	197,086	29,869	73,835
Receivables -Other	6	58,109	1,710	112,223
Interest / ATO Receivable/Trust		16,651	109,228	27,693
Inventories			0	0
		5,991,836	4,567,843	2,463,304
Less: Current Liabilities				
Payables		(101,779)	(104,842)	(26,842)
Provisions		(204,819)	(220,104)	(144,743)
		(306,598)	(324,946)	(171,586)
Less: Cash Reserves	7	(2,248,893)	(2,248,893)	(1,274,113)
Net Current Funding Position		**3,436,346**	**1,994,005**	**1,017,605**



Comments - Net Current Funding Position

SHIRE OF WICKEPIN

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY

For the Period Ended 30 September 2020

Note 4: CASH AND INVESTMENTS

	Interest Rate	Unrestricted $	Restricted $	Trust $	Total Amount $	Institution	Maturity Date
(a) **Cash Deposits**							
Municipal Bank Account	0.00%	1,379,745			1,379,745	ANZ	At Call
Reserve Bank Account	0.00%		93		93	ANZ	At Call
Trust Bank Account	0.00%			13,799	13,799	ANZ	At Call
Cash On Hand	Nil	700.00			700	N/A	On Hand
(b) **Term Deposits**							
Municipal							
Municipal					0		
Municipal					0		
Municipal	0.95%	2,090,653			2,090,653	WA Treasury	At Call
Reserve			2,248,800		2,248,800	ANZ	30-Oct-20
Trust				172,297	172,297	ANZ	30-Oct-20
Total		3,471,098	2,248,893	186,095	5,906,086		

Comments/Notes - Investments

SHIRE OF WICKEPIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 September 2020

Note 5: BUDGET AMENDMENTS

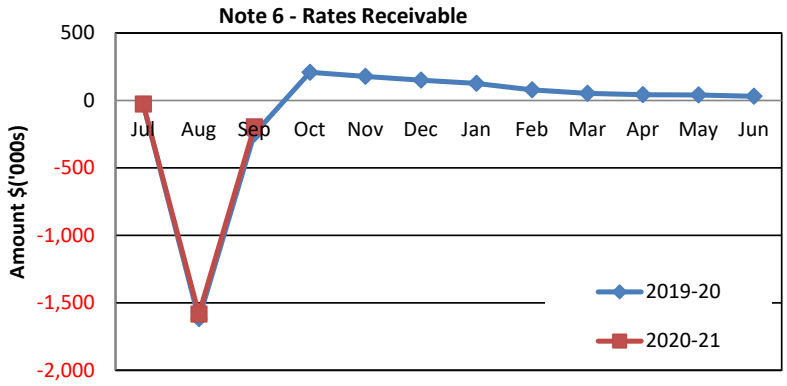
Amendments to original budget since budget adoption. Surplus/(Deficit)

GL Account Code	Description	Council Resolution	Classification	Non Cash Adjustment	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
				$	$	$	$
	Budget Adoption		Opening Surplus				545
	Permanent Changes						
	Opening surplus adjustment						
				0	0	0	

SHIRE OF WICKEPIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 September 2020

Note 6: RECEIVABLES

Receivables - Rates Receivable	**YTD 30 Sep 2020**	**30 June 2020**
	$	$
Opening Arrears Previous Years	19,522	19,522
Levied this year	1,529,542	1,534,110
Less Collections to date	(1,351,978)	(1,519,102)
Equals Current Outstanding	**197,086**	**34,530**
Net Rates Collectable	**197,086**	**34,530**
% Collected	87.28%	97.78%

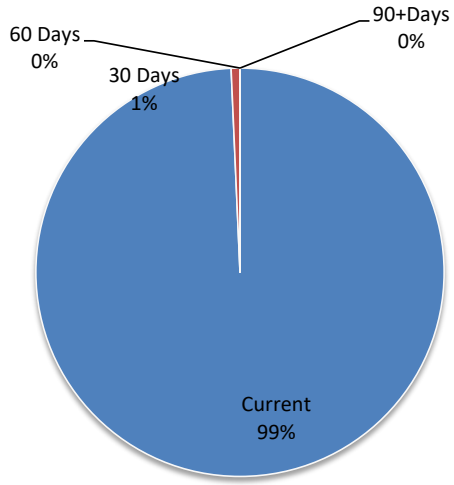


Comments/Notes - Receivables Rates

Receivables - General	Current	30 Days	60 Days	90+Days
	$	$	$	$
Receivables - General	57,706	403	0	0
Total Receivables General Outstanding				**58,109**

Amounts shown above include GST (where applicable)

Note 6 - Accounts Receivable (non-rates)



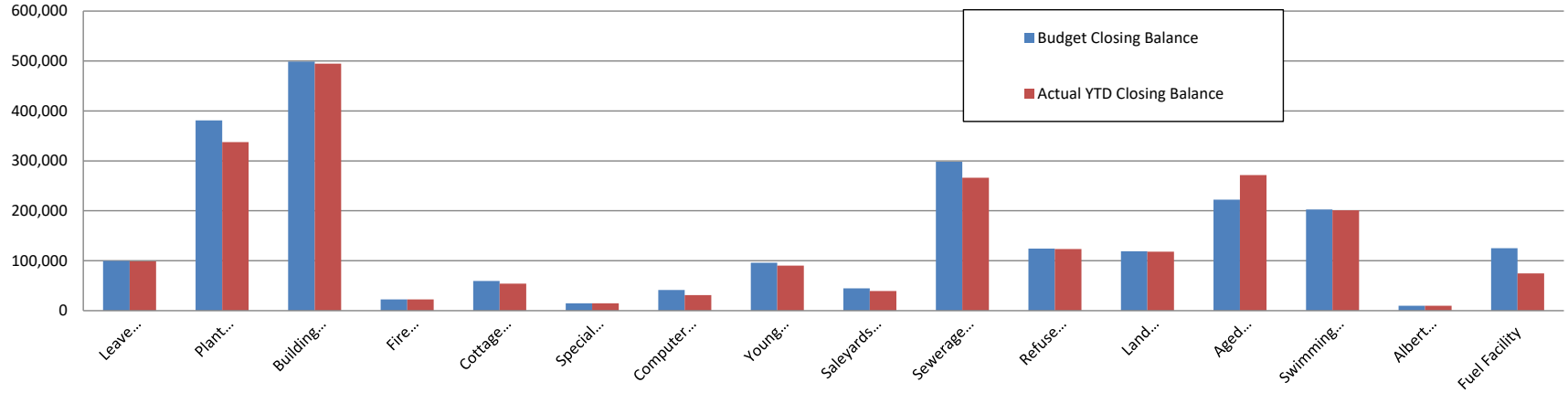
Comments/Notes - Receivables General

SHIRE OF WICKEPIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 September 2020

Note 7: Cash Backed Reserve

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

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



SHIRE OF WICKEPIN

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY

For the Period Ended 30 September 2020

Note 8 CAPITAL DISPOSALS

Actual YTD Profit/(Loss) of Asset Disposal				Disposals		Amended Current Budget YTD 30 09 2020			
Cost	Accum Depr	Proceeds	Profit (Loss)			Amended Annual Budget Profit/(Loss)	Actual Profit/(Loss)	Variance	Comments
$	$	$	$			$	$	$	
					Plant and Equipment				
			0	POAI	Holden Colorado CEO	4,052	0	(4,052)	
			0		Holden Colorado CEO	4,052	0	(4,052)	
			0	P2283	Toyota Forklift	2,000	0	(2,000)	
			0	P19955	Hino 300 Construction Dual Cab	4,400	0	(4,400)	
			0	P698	Hino Tip Truck - Gardeners	(13,200)	0	13,200	
			0	P468A	Holden Colorado Tray Top Ute	(194)	0	194	
			0	P632A	Holden Colorado 4x4 Ute	(4,400)	0	4,400	
				Pfacey	Toyota Hilux PFacey	(5,332)	0	5,332	
0	**0**	**0**	**0**			**(8,623)**	**0**	**8,623**	

Comments - Capital Disposal/Replacements

SHIRE OF WICKEPIN

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY

For the Period Ended 30 September 2020

Note 9: RATING INFORMATION RATE TYPE	Rate in $	Number of Properties	Rateable Value $	Rate Revenue $	Interim Rates $	Back Rates $	Total Revenue $	Amended Budget Rate Revenue $	Amended Budget Interim Rate $	Amended Budget Back Rate $	Amended Budget Total Revenue $
Differential General Rate											
GRV	0.073020	194	1,751,499	127,894		0	127,894	127,894			127,894
UV	0.008885	278	148,803,150	1,322,116			1,322,116	1,322,278			1,322,278
Sub-Totals		472	150,554,650	1,450,010	0	0	1,450,010	1,450,172	0	0	1,450,172
Minimum Payment	**Minimum $**										
GRV	400.00	63	158,748	25,200			25,200	25,200			25,200
UV	400.00	14	325,246	5,600			5,600	6,000			6,000
Sub-Totals		77	483,994	30,800	0	0	30,800	31,200	0	0	31,200
							1,480,810				1,481,372
Ex Gratia Rates							17,190				11,734
Discount							(135,718)				(128,450)
Rates Writeoffs							(4)				(25)
Amount from General Rates							**1,362,277**				**1,364,631**
Specified Area Rates											
Totals							**1,362,277**				**1,364,631**

Comments - Rating Information

SHIRE OF WICKEPIN

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY

For the Period Ended 30 September 2020

10. INFORMATION ON BORROWINGS

(a) Debenture Repayments

Particulars	Principal 1-Jul-18	New Loans	Principal Repayments		Principal Outstanding		Interest Repayments		
			Actual $	Budget $	Actual $	Budget $	Actual $	Budget $	Loan Completion Date
					0	0	0		
Loan 102 - WD Sports Club SS Greens	20,554		3258	6,582	17,296	20,554	411	757	17/01/2023
Loan #### -Staff House				25,892		414,018		7,378	2025
	20,554	0	3,258	32,474	17,296	434,572	411	8,135	

All debenture repayments were financed by general purpose revenue.

(b) New Debentures

No new debentures were raised during the reporting period.

SHIRE OF WICKEPIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 September 2020

Note 11: GRANTS AND CONTRIBUTIONS

Program/Details GL	Grant Provider	Approval	2020-21 Budget	Variations Additions (Deletions)	Operating	Capital	Recoup Status Received	Recoup Status Not Received
		(Y/N)	$	$	$	$	$	$
GENERAL PURPOSE FUNDING								
Grants Commission - General	WALGGC	Y	514,217	0	514,217	0	130,496	383,722
Grants Commission - Roads	WALGGC	Y	224,978	0	224,978	0	57,984	166,994
LAW, ORDER, PUBLIC SAFETY								
FESA Grant - Operating Bush Fire Brigade	Dept. of Fire & Emergency Serv.	Y	35,363	0	35,363	0	0	35,363
				0				0
HOUSING								
WSAHA Grant	DPIRD	Y	13,158		13158		0	13,158
WSAHA Grant	DPIRD	Y	1,300,000			1,300,000	0	1,300,000
WSAHA Grant	DPIRD	Y	1,300,205			1,300,205	227,273	1,072,932
EDUCATION & WELFARE								
Albert Facey Tour		N	3,750		3,750	0	0	3,750
COMMUNITY AMENITIES								
Living Lakes Grant		Y		31,595	31,595		31,595	0
RECREATION AND CULTURE								
								0
ECONOMIC SERVICES								
LRCI Funding		Y	363,866			363,866	0	363,866
TRANSPORT								
Roads To Recovery Grant - Cap	Roads to Recovery	Y	327,069	0	0	327,069	0	327,069
RRG Grants - Capital Projects	Regional Road Group	Y	244,500	0	0	244,500	191,593	52,907
Direct Grant - Maintenance	Dept. of Transport	Y	127,500	0	127,500	0	127,500	0
TOTALS			**4,454,606**	**31,595**	**950,561**	**3,535,640**	**766,440**	**3,719,761**
Operating	Operating		2,218,966				347,575	
Non-Operating	Non-operating		2,235,640				418,866	
			4,454,606				766,440	

SHIRE OF WICKEPIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 September 2020

Note 12: TRUST FUND

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

Description	Opening Balance 1 Jul 20	Amount Received	Amount Paid	Closing Balance 30-Sep-20
	$	$	$	$
Housing Bonds	0.00	1,110.00	-720.00	**390.00**
Master Key Deposits	0.00	480.00	-480.00	**0.00**
Special Plates	0.00	0.00	0.00	**0.00**
Land Sales	0.00	0.00	0.00	**0.00**
Nomination Deposits	0.00	0.00	0.00	**0.00**
Building and BCITF	0.00	0.00	0.00	**0.00**
Ram Pavillion	0.00	0.00	0.00	**0.00**
LCDC Landcare	0.00	0.00	0.00	**0.00**
Cat/Dog Trap Hire	50.00	50.00	-100.00	**0.00**
WDSC Replacement Greens	119,339.10	3,750.00	0.00	**123,089.10**
Miscellaneous Trust	6,374.66	1,024.00	-100.00	**7,298.66**
Yealering Bowling Club Greens	55,707.65	0.00	0.00	**55,707.65**
Licensing		75,547.45	-75,547.45	**0.00**
	181,471.41	**81,961.45**	**-76,947.45**	**186,485.41**

Level of Completion Indicators

0% ○
20% ○
40% ○
60% ○
80% ○
100% ●

SHIRE OF WICKEPIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 September 2020

Note 13: CAPITAL ACQUISITIONS

			30/09/2020					
	Infrastructure Assets		Annual Budget	Amended YTD Budget	YTD Actual	Variance (Under)/Over	YTD Actual (Renewal Exp)	Strategic Reference / Comment
	Land & Buildings							
	Housing							
○	STAFF HOUSE	CSH12	(440,000)	0	0	0		
○	SMITH STREET FENCE	LHS11C	(4,700)	0	0	0		
○	RINTEL STREET FENCE	LHS1C	(24,000)	0	0	0		
	Housing Total		**(468,700)**	**0**	**0**	**0**	**0**	
	Other Housing							
○	CAPITAL EXPENSE - LIFESTYLE VILLAGE	**3272**	**(1,351,526)**	**(135,153)**	**(53,979)**	**(81,173)**		
	Other Housing Total		**(1,351,526)**	**(135,153)**	**(53,979)**	**(81,173)**		
	Community Amenities							
○	Industrial Shed	CWBC1	(340,000)	0	0		0	
	Community Amenities Total		**(340,000)**	**0**	**0**	**0**		
	Recreation and Culture							
○	Wickepin Hall Reroof	CLPH1	(18,500)	(4,626)	0	(4,626)		
○	Yealering Hall - Ramp	CLPH2	(7,000)	0	0	0		
○	Yealering Golf Club	YGCC	(8,400)	0	0	0		
○	Yealering Bolwing Club - Eave repair	LYBC	(8,500)	0	0	0		
	Recreation And Culture Total		**(42,400)**	**(4,626)**	**0**	**(4,626)**		
	Transport							
○	DEPOT - CAR PORT		(25,000)	(6,249)	0	(6,249)		
	Transport Total		**(25,000)**	**(6,249)**	**0**	**(6,249)**		
	Land and Buildings Total		(2,227,626)	(146,028)	(53,979)	(92,048)	0	
	Footpaths							
	Transport							
○	FOOTPATHS	LFP1	(20,000)	(5,001)	0	(5,001)		
	Transport Total		**(20,000)**	**(5,001)**	**0**	**(5,001)**	**0**	
	Footpaths Total		(20,000)	(5,001)	0	(5,001)	0	
	Plant , Equip. & Vehicles							
	Governance							
○	CEO VEHICLE		(91,000)	0	0	0	0	
	Governance Total		**(91,000)**	**0**	**0**	**0**	**0**	
	Transport							
○	Hino Truck	6034	(108,000)	0	0	(108,000)	0	
○	Hino Tip Truck	6034	(63,000)	0	0	(63,000)	0	
○	Toyota Forklift	6034	(55,000)	0	0	(55,000)		
○	Colorado S/Cab Ute	6034	(42,000)	0	0	(42,000)		
○	Colorado S/cab Ute	6034	(42,000)	0	0	(42,000)	0	
○	Toyota Hilux Dual Cab	6034	(57,000)	0	0	(57,000)	0	
○	Twindrum Roller	6034	(60,000)	0	0	(60,000)	0	
○	Metro Counters	6034	(15,000)	(15,000)	(13,391)	(1,609)		
	Transport Total		**(442,000)**	**(15,000)**	**(13,391)**	**(428,609)**	**0**	
	Plant , Equip. & Vehicles Total		(533,000)	(15,000)	(13,391)	(428,609)	0	
	Infrastructure Other							
	Community Amenity							
○	Card Swipe Wickepin Tip Gates	3824	(10,000)	(2,499)	0	2,499		
○	Relocation Waste Oil	3534	(14,000)	(3,501)	0	3,501		
	Community Amenity Total		**(24,000)**	**(6,000)**	**0**	**2,499**	**0**	
	Recreation and Culture							
○	PUMP & BORE - OVAL WATER	RETU	(30,000)	(7,500)	0	(30,000)		
○	WICKEPIN OVAL LIGHTS	WKLI	(35,000)		0	(35,000)		
○	SWIMMING POOL - EXPANSION JOINTS	LSP3	(70,000)	(17,499)	0	(70,000)		
○	HARRSIMITH DAM	3988	(23,000)		0			
○	LIMESTONE WALL - TANKS WICKEPIN OVAL	WLC1	(8,000)	0	0	(8,000)		
	Recreation And Culture Total		**(166,000)**	**(24,999)**	**0**	**(143,000)**	**0**	
	Economic Services							
	Standpipe Controllers	7104	(45,000)	0	0			
○	**Economic Services Total**		**(45,000)**	**0**	**0**	**(45,000)**	**0**	
	Infrastructure Other Total		(235,000)	(30,999)	0	2,499	0	
	Roads							
	Transport Regional Road Group							
○	Pingelly Wickepin Road	RG003	(366,200)	(91,551)	(4,490)	(361,710)		
○	Bin Road	RG086	(351,420)	(88,071)	(39,643)	(311,777)	0	
	Regional Road Group Total		**(717,620)**	**(179,622)**	**(44,133)**	**(673,487)**	**0**	
	Transport Roads to Recovery							
○	84 Gate Road	R2R031	(57,190)	(14,298)	0	(14,298)	0	
○	Toolibin North Road	R2R010	(80,470)	(20,118)	(4,800)	(15,318)	0	
○	Tincurrin North Road	R2R011	(95,835)	(23,958)	0	(23,958)	0	
○	Wickepin North Road	R2015	(119,480)	(29,871)	0	(29,871)	0	
	Roads to Recovery Total		**(352,975)**	**(88,245)**	**(4,800)**	**(83,445)**	**0**	
	Council Resources Construction							
○	Fleay Road	C55	(44,755)	(11,190)	0	(11,190)	0	
○	Malyalling Road	CO036	(46,455)	(11,613)	0	(11,613)	0	
	Council Resources Construction Total		**(91,210)**	**(22,803)**	**0**	**(22,803)**	**0**	
	Roads Total		(1,161,805)	(290,670)	(48,933)	(779,734.66)	0.00	
○	**Capital Expenditure Total**		(4,177,431)	(487,698)	(116,303)	(1,302,894)	0	

GOVERNANCE, AUDIT AND COMMUNITY SERVICES

10.2.03 – Development & Regulatory Services

Submission To:	**Ordinary Council**
Location / Address:	**Whole Shire**
Name of Applicant:	**Azhar Awang, Executive Manager Development & Regulatory Services, Shire of Narrogin**
File Reference:	**CM.REP.2203**
Author:	**Azhar Awang, Executive Manager Development & Regulatory Services, Shire of Narrogin**
Disclosure of any Interest:	**Nil**
Date of Report:	**5 October 2020**

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 September 2020, for council's consideration.

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

A monthly report is to be presented to the Shire of Wickepin from the Shire of Narrogin's Planning, Building and Environmental Health Services for the works undertaken during the month of September 2020.

Comments:
PLANNING OFFICER'S REPORT

Planning Approvals
Nil

Upcoming Council Agenda for October 2020
Proposed Change of Use (Wickepin Church – Church to Residential) at Lot 9 (No. 16) Railway Avenue, Harrismith.
Proposed Independent Living Units at Lot 1 (No. 23) Johnston Street, Wickepin

Referrals & Subdivision clearances
Nil

BUILDING SURVEYORS REPORT

No building activity recorded for September 2020.

During September all swimming pools identified on the Swimming Pool Register were viewed and a new register redrafted. Currently there is only one registered and compliant pool at 88 Wogolin Road Wickepin owned by Mr Barry McKenna.

ENVIRONMENTAL HEALTH OFFICER'S REPORT

The following premises were inspected and assessed against the *Food Act 2008, Local Government Act 1995, Health (Miscellaneous Provisions Act 1911 or Public Health Act 2016*:

1) 22 Connor Street, Yealering, some clean-up work has been carried out at this property since the last report;
2) 13 Congreve Street, Yealering, the owner has been tracked down thanks to the investigative work of the Deputy CEO. Subsequently, a letter has been sent to the owners' current email address requesting works be carried out. The owner is very difficult to contact and does not respond to requests. The property is unsightly and untidy and requires work. A follow-up letter will be sent when the date on the last letter sent expires;
3) Further inspections of the Wickepin Hotel were carried out on 4th and again on 24th September, 2020, following complaints. Inspection reports were issued following both visits to clean and keep the premises clean, including the accommodation portion of the premises. The manager was again advised that the daily cleaning and sanitising of the premises is a requirement of the State Government Directions during the current pandemic and should be a standard procedure at all times;
4) The current phase 4 Directions are likely to remain in force until the 24 October 2020. Food businesses are being kept up to date as the Directions are amended from time to time. The shire's EHO's continue to liaise with the local police on the Directions and requirements.

Statutory Environment:

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

Policy Implications: Nil

Financial Implications:

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

Strategic Implications:

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

SHORT TERM STRATEGY	MEDIUM TERM STRATEGY	POINT OF MEASUREMENT	10 YR OUTCOME
9.10 Continue to help facilitate the best possible health and emergency services 9.11 Continue to work with RoadWise and the Office of Road Safety on road safety awareness initiatives	9.12 Emergency service planning is coordinated and articulated 9.13 Recruiting volunteers is a partnership approach between the Shire and emergency services	- Number of emergency service volunteers are retained and increase - Number of Local Emergency Management Committee meetings held annually - Achievement of emergency service strategies Reduction in drink driving offences - No fatal road accidents in the Shire	Emergency and health services are retained We have no fatalities on our roads
9.14 Connect with local and regional Natural Resource Management organisations to determine how their priorities can benefit our communities and businesses	9.15 Partner with external bodies to protect natural flora and fauna 9.16 Continue to provide weed and pest management	- Invite Natural Resource Management organisations to present to Council - Amount of external funding attracted for natural resource management activities in our Shire	Our natural flora and fauna is protected

GOAL 12: Our communities are informed via multiple channels at regular intervals			
12.1 Provide meaningful communications, that deliver information regularly and succinctly 12.2 Promote Council Services and achievements	12.3 Continue to review our service standards by reviewing community feedback	- Customer survey results demonstrate a high level of knowledge of Council operations	Our community understands the role of Council and the allocation of resources

Recommendations:

That council receives the report from the Shire of Narrogin's Department of Development & Regulatory Services for the month of September 2020.

Voting Requirements: Simple majority.

GOVERNANCE, AUDIT AND COMMUNITY SERVICES

10.2.04 – Application for Planning Consent: Change of Use From Place of Worship to Single Dwelling at Lot 9 (No. 16) Railway Avenue, Harrismith

Submission To:	**Ordinary Council**
Location / Address:	**Lot 9 (No. 16) Railway Avenue, Harrismith**
Name of Applicant:	**Rikky-Lea Turnbull**
File Reference:	**A6668**
Author:	**David Johnston, Planning Officer, Shire of Narrogin**
Disclosure of any Interest:	**Nil**
Date of Report:	**13 October 2020**

Enclosure/Attachments:

Attachment 1 – Planning Application
Attachment 2 – Aerial Photograph
Attachment 3 – inHerit extract

Summary:

Council's consideration is requested in regards to the proposed change of land use from 'Place of Worship' to 'Single Dwelling' at Lot 9 (No. 16) Railway Avenue, Harrismith.

Background:

On 17 August 2020, the Shire received a Planning Application from Ms. Rikky-Lea Turnbull for the change of use of the existing disused church into a "Single Dwelling".

The proposal does not include a works component at this time as the owner would like assurance that Council supports a change of use before spending considerable funds on architectural drafting. Ms Turnbull's future plans for the dwelling comprise of the following:

- Brick and tile extension for bathroom and laundry facilities matching existing architecture to be developed as a separate building.
- 6x6m carport to join onto the bathroom and laundry.
- Enclosed patio on west side of church building.
- Rebuild boundary fence part using original bricks found on site and part Colourbond.

These proposals will be included in a future application once they have been drafted up.

Comments:

Zoning

Under the Shire of Wickepin Local Planning Scheme No. 4, Lot 9 (No. 16) Railway Avenue, Harrismith is zoned 'Rural Townsite' and is located in Special Control Area 1.

The objectives of the Rural Townsite zone are:

- *"To provide for a consolidated, accessible, safe and vibrant townsite with a mix of compatible uses that may be found in a small country town.*
- *To protect, maintain and enhance where possible the visual elements of the town particularly its rural setting and character.*
- *To protect the residential amenity of the town from commercial or industrial uses.*
- *To provide for the protection of the natural environment."*

A 'Single Dwelling' in the Rural Townsite zone is a 'P' use which means;

"that the use is permitted by the Scheme providing the use complies with the relevant development standards and the requirements of the Scheme."

It is recommended that Council support the change of use, subject to the building not being used for habitation until all necessary works for conversion to a dwelling are completed.

Heritage

Lot 9 (No. 16) Railway Avenue is not listed in the Shire of Wickepin's local heritage inventory, nor is it state heritage listed. The building is however, recognised by the Heritage Council as "to be assessed." Advice received from the Department of Planning Lands and Heritage (DPLH) on behalf of the Heritage Council stated that there is no statutory requirement to refer the application and that it would not be necessary for this change of use application to be referred, considering there is no works component. It is noted that any future application containing a works component is recommended for referral to DPLH.

The activation and reuse of the church building will ensure that the building does not fall into disrepair and will enhance the Harrismith townsite.

Statutory Environment: Shire of Wickepin Local Planning Scheme No. 4

Policy Implications: Not applicable.

Financial Implications:

An application for planning consent fee of $147 has been paid to the Shire of Wickepin.

Strategic Implications: Nil

Consultation

The following have been consulted:

- Building Surveyor
- Department of Planning Lands and Heritage (Heritage Division)

Recommendations:

That with respect to the planning application for the change of use from Place of Worship to Single Dwelling at Lot 9 (No. 16) Railway Avenue, Harrismith, Council grant planning approval subject to the following conditions:

1. The approval shall expire if the development permitted is not completed within two years of approval, or within any extension of that time which, upon written application (made before or within 21 days after the expiry of the approval) to the Shire is granted by it in writing.
2. The development approved shall be in accordance with the plans and specifications submitted with the application and these shall not be altered or modified without the prior written approval of the Chief Executive Officer.
3. Any use, additions to and further intensification of any part of the development or land which is not in accordance with the original application or conditions of approval shall be subject to a further development application and consent for that use.
4. Landscaping areas are to be maintained at all times to the satisfaction of the Chief Executive Officer.
5. The building is not to be used for habitation until all appropriate works are completed.

Advice Notes

1. Future applications including a works component will be referred to the Heritage Council of WA for their advice.
2. The subject property is subject to a Bushfire Attack Level (BAL) assessment, which will be required to be undertaken prior to the issuing of any building permits.

3. The proposed extensions will need to comply with the following condition: Finishes to the external building shall be sympathetic to existing buildings on site and the surrounding area to the satisfaction of the Chief Executive Officer.

Voting Requirements: Simple majority.

GOVERNANCE, AUDIT AND COMMUNITY SERVICES

10.2.05 - Community Development Officer's Report

Submission To:	**Ordinary Council**
Location / Address:	**Whole Shire**
Name of Applicant:	**Michelle Hetherington - Community Development Officer**
File Reference:	**CM.PLA.404**
Author:	**Michelle Hetherington - Community Development Officer**
Disclosure of any Interest:	**Nil**
Date of Report:	**9 September 2020**

COMMUNITY DEVELOPMENT

Town Team Movement

- Funds have been allocated in the adopted 2020/2021 budget for a Community Building Project. Utilising creative, playful and hands-on engagement tools with the intent of better understanding the vision, needs and desires of the wider community, the Town Team Movement will aim to energise the community, mentor and facilitate future place activation projects and events.
- Meeting with David Snyder, Jimmy Murphy, DCEO & CDO on Thursday, October 8.

  Introduction and general conversation about community activities, challenges and dynamics in the Wickepin Shire, the impact of Covid and the Wickepin Art Prize being cancelled for 2020.

  Discussion about local businesses, and those that may possibly be interested in participating in Town Teams ie. Jeans Newsagency, Ewens, Hotel, Elders.

  Engagement process and communication methods and how to successfully reach out to the residents of the shire. David will be sending us an outline on how the Town Team Movement is planning to engage the community and the discovery phase.

  Discussed meeting with Council in a forum session to get them on board and facilitate the recruitment of team members plus present ideas/suggestions of how to get things moving forward in the Shire.

  Planning/timing of events and projects to avoid harvest/seeding, school holidays etc.

  Wogolin Rd Playground and streetscape.

  The CRC is holding "Twilight Markets' on November 28, it may be an opportune time for the Town Teams to hold 'Information Booth'.

  Town Teams also mentioned the possibility of networking with other participating Wheatbelt Shires and holding a conference and/or workshop. This would be funded by a grant the Town Teams have acquired.

Wogolin Road Recreational Area

- Construction drawings & specifications – including the skate park and half-court basketball have been finalised and have been delivered to the Shire by Nature Play Solutions.
- CDO, Manager of Works and CEO discussing work stages and roll-out strategy, quotes, tender.
- Research into possible funding sources/grant opportunities such as: Lotterywest, CBH, DITCRD - Community Development Grants Programme, DITRDC – Drought Communities Programme, FRRR.

Australia Day Branding – Grant

Australia Day
Reflect. Respect. Celebrate.

- The Shire (ESO) successfully applied for a $1,000 grant from the National Australia Day Council to promote Australia Day 2021 with the message of 'Reflect. Respect. Celebrate. We're all part of the story'.
- Funds will be used to assist with printing costs that reflect the NADC Australia Day design
- Pull up banner, 850w x 2050h, Feather banner, 750w x 3500h, Outdoor/ Indoor Posters, AO (scaleable to all A sizes), Vinyl banner, 3000w x 1000h, with eyelets, Custom Bunting, Media wall, 2250w X 2250h or 1500w x 2200h, Fitted tablecloth, 6ft and 4ft, Social Media Selfie Frame, 600mm x 900mm, Napkins

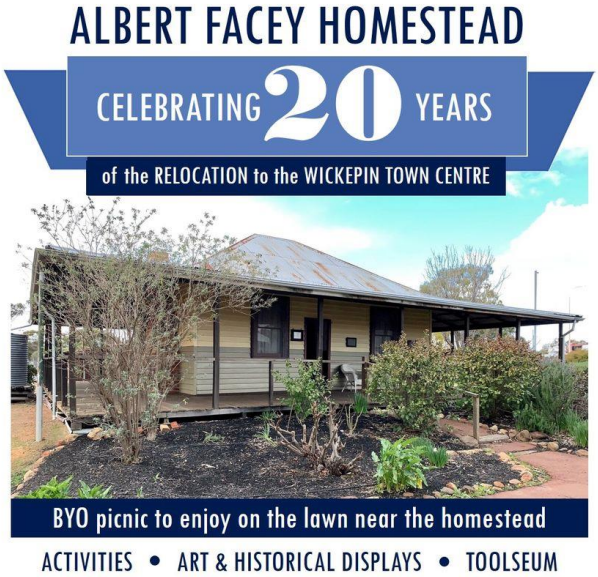
A Fortunate Life – Theatre/Cinema Event

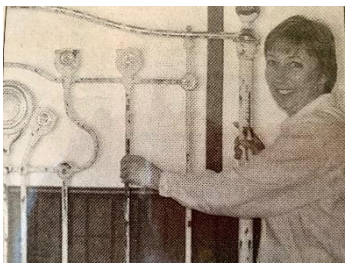
- With Wickepin's strong ties to the Albert Facey legacy, hosting this event is a fabulous opportunity to promote the Shire, support local cultural heritage and encourage community engagement.
- Booked for March 20, 2021 – Wickepin Town Hall.
  Waiting on confirmation from event organisers – Theatre 180 & Big Sky Entertainment.
- Planning/budget for the event, promotion, and ticketing plus pre-show drinks/nibbles. (In progress)

Town Hall – Replace Stage Curtain & Tracking

- Application for CBH Grass Roots funding was not successful – looking at other sources of funding for the project. Ideally, aiming to have curtain installed for end of year School concert and/or for "A Fortunate Life" production in March 2021.
- The existing stage drapes have deteriorated with age (installed in 1963) and the tracking is not functional. They are a focal point of the main hall area and in their current state are detracting from the character of the venue.
- Quote: Burgundy Velvet and tracking. $5,490 + GST (Stagecraft). Will require 4 weeks lead time to manufacture and install.

Albert Facey Homestead – 20 Year Anniversary of relocation





CDO, Linley Rose and Libby Heffernan have organised an informal celebration to acknowledge the 20 year anniversary of the homestead being relocated to the Wickepin town centre. Saturday, October 17, 2020.

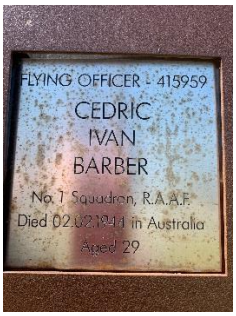
- Picnic on the lawn area adjacent to the homestead
- Rope making, History (scavenger) Hunt, Games, Activities
- Historical Displays – Railway Building, Town Hall, Toolseum
- Art exhibit (Shire collection) - Town Hall (assisted by Lee Parker)
- Invitations sent to previous council members, Facey family, volunteers etc.
- Promotion -: Media release sent to radio, press, television & other media contacts.
  Can You Help? The West Australian. Advertisement: Have A Go News. Watershed News.
- Radio: ABC and RadioWest – Interview with Linley Rose
- Social Media, (Lost Wickepin, Shire Facebook & Instagram) flyers and posters
- Organise signage and additional information. Covid plan and materials.

War Memorial Upgrade

- Review and re-submit grant application for next round 'Saluting their Service Commemorative Program: Next submission date: October 29, 2020. Closing Feb 2021

War Memorial Repair

- Maintenance/repair is required on some of the War Memorial posts.
- Tarnishing on metal plaques and deterioration/flaking on wrap surfaces.
- CDO will contact the suppliers and discuss options.
  Aiming to have these repaired/replaced in time for 2021 Anzac Day service.



Art/Historical Artefacts Inventory & Display

- Inventory and establishment of a permanent display area in the Town Hall (old Road Board office) for Council owned art / historical artefacts - in progress.
- Research & quotes for display system, lighting, cabinets.

The Purple Bench Project

- The plaque has been received from Connolly Images.
  Paint has been ordered (Dulux 'Purple Wisdom') Andrew to paint this month.

St Johns Ambulance – Volunteer Service

- Discussion with Ambulance and CEO regards funding of the installation of shower facilities at each of ambulance centres in the Shire. Possible ESL funding if there is a collaboration with the Fire Brigade (Wickepin).

ECONOMIC DEVELOPMENT & TOURISM

Astro Tourism WA

- CDO liaised with Carol Redford from AstroTourism WA in regards the Shires participation in the WA regional 'stargazing trail'.
- Consultation on AstroTourism website content and marketing/promotion. Wickepin should appear on the website before the end of October.
- Article: The West Australian Travel Section – October 8, 2020. 'Stargazing Heaven'
- Designated observing sites: Wickepin Community Centre and Lake Yealering
- Planning of 'stargazing event' for Wickepin event to engage community members with the Astrotourism Towns project. This event will provide information on astronomy, the importance of light pollution reduction, dark night sky protection for future generations and will also highlight the value of additional tourism for local businesses.
- Planning of school STEM incursion to engage local students with astronomy and light pollution.

Stargazing Heaven

Mogens Johansen The West Australian

Thu, 8 October 2020

Lake Yealering is an astrophotography hotspot in the Shire of Wickepin. Credit: Supplied

Regional WA is well known as one of the best places in the world to view the night sky. The low levels of light pollution makes it ideal for astrophotography and stargazing.

Carol Redford from Astrotoursim WA has worked tirelessly on establishing a stargazing trail across the Wheatbelt and Mid West over the past two years and Wickepin and nearby Lake Yealering are the latest additions.

Ms Redford presented the concept The Wickepin Shire Council and they immediately saw the potential to attract more visitors to the region.

"Astrotourism has the potential to attract visitors and create jobs in our region. A night time activity such as stargazing lends itself to making sure visitors stay overnight and we see the opportunity for ventures such as farm stays and organised astrophotography field trips" says Shire President, Cr Julie Russell. "Being an Astrotourism Town contributes to the Shire Strategic Community Plan's aim to develop and improve foreshore amenities at Lake Yealering. It's a natural asset which can be promoted as a stargazing and astrophotography destination for visitors".

Railway Dam Reserve

Inspection of the dam and reserve area - discussion with Manager of Works & CEO – recreational opportunities (walk trail, mountain bikes, camping) and water catchment upgrades.

Research funding – Future Drought Fund. Natural Resource Management Drought Resilience Program, Lotterywest, CBH, DITRDC – Drought Communities Programme, FRRR.

Harrismith Railway Dam

Inspection of the dam and reserve area - discussion with Manager of Works & CEO – water catchment Research funding: Community Water Supply Program – Grant

Signage

TOURIST MAP – TOWN CENTRE

- CDO is looking into updating the Wickepin tourism map (shelter) on Wogolin Rd
  Some of the information is out of date and the sign is looking a bit 'tired' (cracks, fading etc)
- Design revision/update, source quotes and present to Townscape for approval. CDO funding.

HISTORICAL SITES

- History group members are in the process of researching information for the signs.
  Malyalling sports ground, Dorakin Church site, Ten Mile Tennis club, Toolibin townsite,
  Tincurrin Hall, Jewish Settlement
- The Townscape Committee and Council have approved the purchase of signage for 2 historically significant sites.to be nominated in consultation with the Wickepin History Group and that the signage to be designed and manufactured to the Shire of Wickepin specifications.

HISTORICAL PLAQUES

- Council has approved the mounting of the Electricity Supply and Water Supply plaques directly onto the Wickepin Town Hall external façade.
- Appropriate positioning in consultation with the Wickepin History Group and Manager of Works.

OLD CEMETERY

- The purchase of new directional signs for the Old Cemetery has been approved by the Townscape Committee and the Council.
- In progress – consult with Manager of Works

Shire of Wickepin - Website

- Updating content and photographs (explore/attractions) on the Shire of Wickepin website – work in progress

Wide World of Wickepin – Map (pad)

- Review and update for re-print in 2020/2021 – CDO advertising budget
- Councillors are invited to review and make suggestions

Southern Wheatbelt Self-Drive | Drive the Line

- Continued liaison and ongoing work on concept, planning and development of the 'Drive the Line' project with CDO's from Narrogin, Pingelly, Brookton, Cuballing, Wagin and Dumbleyung

Research

- Ongoing - exploration of new tourism ideas for the Shire - looking at successful projects, events and promotions in other similar regions plus collecting suggestions/ideas from the local community.

SOCIAL MEDIA

- Social media management & posts to Facebook & Instagram (photography).
  Wickepin Shire and Wickepin Arts pages.

SPORT & RECREATION

FloorBall

- Consultation with SC Dorry Grzinic Dorry, DLGSC and Floorball WA
- Equipment has been purchased from Floorball Culture using funds received from DLGSCI grant.
- Organise demo/workshop game by Floorball WA on October 16, 3.30 to 5pm at the Wickepin Community Centre.
- Promotion; Social media, flyers, posters. Watershed News CDO network.

GOVERNENCE OTHER

- Liaison with CEO, DCEO, ESO & Manger of Works on ideas, project status and works to be undertaken in the Wickepin area.
- Assisting council staff where required
- Attended 'Town Teams Movement' meeting (08/10/2020)
- Consultation with CRC, local Police, CDO network

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 14 October, 2020 be accepted.

Voting Requirements: Simple majority.

GOVERNANCE, AUDIT AND COMMUNITY SERVICES

10.2.06 – Administration Office Christmas Trading Hours 2020/2021

Submission To:	**Ordinary Council**
Location / Address:	**Whole Shire**
Name of Applicant:	**Erika Clement, DCEO**
File Reference:	**PE.EC.1**
Author:	**Erika Clement, DCEO**
Disclosure of any Interest:	**Nil**
Date of Report:	**23 September 2020**

Enclosure/Attachments: Nil

Summary:
Council is being requested to set the administration office trading hours for the 2020/2021 Christmas period.

Background:
In previous years, council has approved the closure of the administration office for the period between Christmas and New Year.

Comments:
Normally this time of the year is quiet and council generally allow staff time off over this period and the CEO believes the same should happen this year. In the previous years when the office is closed through the Christmas break we have advertised our hours both on the front counter, in the Watershed News and via social media to give people the opportunity of completing urgent business or licensing prior to the Christmas break. The normal closure in previous years has been found to be of very little inconvenience to the public.

Statutory Environment:
Local Government Industry Award 2010
25.5 Annual close-down
[25.5 renamed and substituted by PR583026 ppc 29Jul16]
An employer may require an employee to take annual leave as part of a close-down of its operations by giving at least four weeks' notice.

Policy Implications: Nil

Financial Implications:
As staff will be using public holidays as provided by the award, rostered days off, annual leave or unpaid leave to cover this time, there will be no additional cost to council.

Strategic Implications: Nil

Recommendations:
That the trading hours for 2020/2021 Christmas period be as follows:

Wednesday 23 December	Open
Thursday 24 December	Closed - Employee Annual Leave
Friday 25 December	Closed - Public Holiday (for Christmas Day)
Monday 28 December	Closed - Public Holiday (for Boxing Day)
Tuesday 29 December	Closed - Employee Annual Leave

Wednesday 30 December	Closed - Employee Annual Leave
Thursday 31 December	Closed - Employee Annual Leave
Friday 1 January	Closed - Public Holiday, New Year
Monday 4 January	Open

Voting Requirements: Simple majority.

10.2.07 – Licence of Portion of Lot 3 to Pivotel Mobile Pty Ltd

Submission To:	**Ordinary Council**
Location/Address:	**Wickepin Administration Centre 77 Wogolin Road**
Name of Applicant:	**Pivotel Mobile Pty Ltd**
File Reference:	**LD.AG.10**
Author:	**Mark Hook, Chief Executive Officer**
Disclosure of any Interest:	**Nil**
Date of Report:	**14 October 2020**

Enclosure/Attachments: Licence of Portion of Lot 3 (No 77) to Pivotel Mobile Pty Ltd

Summary:
Council is being requested to sign the licence and assign the Common Seal to the licence of portion of Lot 3 (No 77) to Pivotel Mobile Pty Ltd.

Background:
Council gave permission to Pivotel Mobile Pty Ltd to install their equipment at the Shire of Wickepin Administration Centre on the grounds that there was a lease signed by both parties.

The CEO has been working with McLeods solicitors to draft a suitable lease with Pivotel Mobile Pty Ltd.

Attached to this agenda item is the final licence to Pivotel Mobile Pty Ltd for the installation of their equipment at the Shire of Wickepin Administration Centre.

Comments:
Advice received from McLeods is that the agreement should be by a licence and not a formal lease so the attached licence has been prepared by McLeods for council signing.

Statutory Environment:
Council's standing orders state the following for attaching the Shire of Wickepin Common Seal to documents:

Shire of Wickepin Standing Orders

21.2 Custody and Use of Common Seal
The Chief Executive Officer shall have charge of the common seal of the Council and shall be responsible for the safe custody and proper use of it.

21.3 Seal Not to be Improperly Used
Except as required by law, or in the exercise of the express authority of the Council, the Chief Executive Officer shall not use the common seal of the Council.

Policy Implications: Nil

Financial Implications:
No cost to the Shire of Wickepin as Pivotel Mobile Pty Ltd has paid for the cost of the license.

Strategic Implications: Nil

Recommendations:

1. That council authorise the use of the Common Seal on the Licence of Portion of Lot 3 (No 77) to Pivotel Mobile Pty Ltd

2. That the Shire President and CEO be authorised to sign the Licence of Portion of Lot 3 (No 77) to Pivotel Mobile Pty Ltd.

Voting Requirements: Simple majority.

10.2.08 – Wickepin Football Club Honour Boards

Submission To:	**Ordinary Council**
Location/Address:	**Wickepin Community Centre**
Name of Applicant:	**Wickepin Football Club**
File Reference:	**CP.MAI.533**
Author:	**Mark Hook, Chief Executive Officer**
Disclosure of any Interest:	**Nil**
Date of Report:	**14 October 2020**

Enclosure/Attachments: Letter from Wickepin Football Club.

Summary:

Council is being requested to allow the Wickepin Football Club to erect a semi-permanent structure at the Wickepin Community Centre to allow for the displaying of the Wickepin Football Club Honour Boards currently at the Wickepin Hotel.

Background:

The CEO received the attached letter requesting permission for the Wickepin Football Club to erect a semi-permanent structure at the Wickepin Community Centre to allow for the displaying of the Wickepin Football Club Honour Boards currently at the Wickepin Hotel.

Comments:

This matter has been discussed at council before and following is an extract from 15 July 1997 minutes where the following resolution was passed by council:

"That no Honour Boards be placed in the Wickepin Community Centre"

C9.3 HONOUR BOARD

The Committee agreed that no Honour Boards be placed in the Wickepin Community Centre.

Comment (CEO)

Since the Recreation Ground Advisory Committee Meeting I have been approached by several members of sporting bodies associated with the Community Centre who have expressed disappointment in the Committee's decision not to allow Honour Boards.

Such Boards are common place in many other venues and I believe they give the buildings a certain atmosphere. I consider that Honour Boards could be placed in the building provided they were of a standard construction and high standard.

Recommendation (CEO)

That Council instruct the Recreation Ground Advisory Committee to accept the placing of Honour Boards at the Wickepin Community Centre from the Hockey, Football and Cricket Clubs provided they are constructed to a standard acceptable to the Committee.

CONFIRMED ..... 15TH JULY, 1997 ..... PRESIDENT

Moved Cr P.G. Rance Seconded Cr D.J. Astbury

That no Honour Boards be placed in the Wickepin Community Centre

CARRIED

This matter was also discussed at the 20 July 2011 council meeting and following is an extract from those council minutes for 20 July 2011 giving permission for the installation of a "200 League Games" Honour Board at the Wickepin Community Centre.

Council Services

10.2.10 - Wickepin Football Club – 200 Game Honour Board

Submission To:	*Ordinary Council*
Location / Address:	*Whole Shire*
Name of Applicant:	*Wickepin Football Club*
File Reference:	*2630*
Author:	*Alan Leeson, Chief Executive Officer*
Disclosure of any Interest:	*Nil*
Date of Report:	*14 July 2011*

***Enclosure / Attachment**:* *Letter from Wickepin Football Club.*

***Background**:*
Letter received from the Wickepin Football Club (WFC) requesting Council approval to erect an honour board in the Wickepin Community Centre (WCC) Function Room/Bar recognizing those players who have played 200 league games for the WFC.

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

***Policy Implications**:* *Nil*
Council does not have a policy in relation to "honour boards" at the Wickepin Community Centre but has been very cautious in past considerations. The most recent consideration was a request from the Wickepin Netball Club where approval was given to relocate their honour boards from the Wickepin District Sports Club to the Wickepin Community Centre Sports Pavilion

***Financial Implications**:*
There are not any financial implications for Council in relation to this matter.

***Strategic Implications**:*
There are not any strategic implications for Council in relation to this matter.

Comment:
There is currently only one honour board in the function room/bar area of the WCC which is the Leo Graham Medallists Board, aside from the Lang and Doncon Families Memorial Trophy Cabinet. The author does not have any objection to the proposal.

Summary:
Overwhelmingly the Wickepin Football Club are the largest sporting club which utilize the WCC in the shire community. The author believes the proposed honour board is a good initiative which would be a

great asset to the community in terms of recording some of the important history of a local sporting club.

***Recommendation**:*
That Council advise the Wickepin Football Club it approves the installation of a "200 League Games" Honour Board at the Wickepin Community Centre on the condition the honour board is of similar size to the existing Leo Graham Medalists honour board.

Voting Requirements: Simple majority.

Resolution No 200711-18

Moved Cr Russell / Seconded Cr Hinkley
That Council advise the Wickepin Football Club it approves the installation of a "200 League Games" Honour Board at the Wickepin Community Centre on the condition the honour board is of similar size to the existing Leo Graham Medalists honour board.

Carried 7/0

The Wickepin Netball Club currently have honour boards fixed to the wall at the Wickepin Community Centre in the ram pavilion area as shown below.

Following is an extract of the 15 July 2009 council minutes giving permission to the Wickepin Netball Club to permanently erect the clubs honour boards at the Wickepin Community Centre:

Governance and Community Services

10.2.08 – Relocation of Honour Boards- Netball Club

Submission To:	*Ordinary Council*
Location / Address:	*Whole Shire*
Name of Applicant:	*Alan Leeson, Chief Executive Officer*
File Reference:	*311*
Author:	*Alan Leeson, Chief Executive Officer*
Disclosure of any Interest:	*Nil*
Date of Report:	*9 July 2009*

***Enclosure / Attachment**:* *Letter from Wickepin Netball Club*

***Background**:*
The Wickepin Netball Club's honour boards are currently located at Wickepin District Netball Club. The WNC have indicated they wish to relocate their honour boards to the Wickepin Community Centre. They have verbally indicated they wish to locate them in the main sporting pavilion/court area rather than within the upper community centre function areas.

***Comment**:*
Council does not have any official policy regarding the permanent erection of honour boards at the Wickepin Community Centre however the "unofficial" position has been that council not allow the displaying of honour boards permanently at the Wickepin Community Centre.

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

***Policy Implications**:*
Not applicable

***Financial Implications**:*
Nil

***Strategic Implications**:*
Nil

Summary:
It is recommended that Council allow the Wickepin Netball Club to relocate their honour boards to the lower level of the Wickepin Community Centre (Sports Pavilion Area). This is their formal training area and they also host fixtures at the centre.

***Recommendation**:*
That Council formally advises the Wickepin Netball Club they are granted permission to permanently erect the clubs honour boards at the Wickepin Community Centre in the main sports pavilion / court area.

***Voting Requirements**:* *Simple majority.*

Cr Hinkley declares an interest in this item and departs the chambers at 4.50pm

Resolution No 150709-15
Moved Cr Astbury/ Seconded Cr Bird
That Council formally advises the Wickepin Netball Club they are granted permission to permanently erect the clubs honour boards at the Wickepin Community Centre in the main sports pavilion / court area, and all maintenance and upkeep costs will be the Netball Club's responsibility.
Carried 6/0

Cr Hinkley returns to the chambers at 4.55pm.

The Wickepin Football Club Honour Boards should be able to be moved and installed at the Wickepin Community centre on the wall as shown in the photo below:

This is not a semi-permanent structure as requested but the Wickepin Football Club honours boards should be able to be permanently fixed to the wall on a permanent basis.

The CEO can see no reason why the current honour boards could not be moved to the Wickepin Community Centre but it should be that all the costs of moving and installing the Wickepin Football Club honour boards are at the cost of the Wickepin Football Club.

The Wickepin Football Club will also need to liaise with the owners of the Wickepin Hotel to remove the existing honour boards from their current location at the Wickepin Hotel.

Council would need to revoke the motion moved at the 15 July 1997 council meeting stating that no Honour Boards be placed in the Wickepin Community Centre as outlined in council's Standing Orders 16.19 as follows:

Statutory Environment:
Shire of Wickepin Standing Orders state the following:

16.19 Revoking or Changing Decisions Made at Council or Committee Meetings

16.19.1 A substantive motion may be revoked at any time provided that no action in relation to the resolution being rescinded has already occurred.

16.19.2 If a decision has been made at a council meeting, then any motion to revoke or change the decision must be supported-
(a) in the case where an attempt to revoke or change the decision had been made within the previous 3 months but had failed, by an absolute majority; or
(b) in any other case, by at least one third of the number of offices (whether vacant or not) of Councillors of the council or mover, inclusive of the mover.

16.19.3 This clause does not apply to the change of a decision unless the effect of the change would be that the decision would be revoked or would become substantially different.

Policy Implications: Nil

Financial Implications: Nil

Strategic Implications: Nil

Recommendations:
1. That council revoke the following resolution passed at the 15 July 1997 Ordinary Meeting of council.

2. That permission be granted to the Wickepin Football Club to permanently install the Wickepin Football Club Honour Boards from the Wickepin Hotel to the Wickepin Community Centre with all costs being borne by the Wickepin Football Club and that council advises the Wickepin Football Club that council takes no liability for any damage sustained to the Wickepin Football Club Honour Boards.

Voting Requirements: Simple majority.

GOVERNANCE, AUDIT AND COMMUNITY SERVICES

10.2.09 – Application for Planning Consent: Independent Living Units at Lot 1 (No. 23) Johnston Street, Wickepin

Submission To:	**Ordinary Council**
Location / Address:	**Lot 1 (No. 23) Johnston Street, Wickepin**
Name of Applicant:	**KBuilt Constructions Pty Ltd**
File Reference:	**A5123**
Author:	**David Johnston, Planning Officer, Shire of Narrogin**
Disclosure of any Interest:	**Nil**
Date of Report:	**14 October 2020**

Enclosure/Attachments:

Attachment 1 – Planning Application
Attachment 2 – Cover Letter
Attachment 3 – Site Plans, Floor Plans and Elevations
Attachment 4 – R-Codes Assessment Checklist

Summary:

Council's consideration is requested in regards to the Application for Planning Consent for Independent Living Units at Lot 1 (No. 23) Johnston Street, Wickepin.

Background:

On 2 September 2020, the Shire of Wickepin received an application from KBuilt Construction who is acting on behalf of the Shire of Wickepin for the construction of four Independent Living Units at Lot 1 (No. 23) Johnston Street, Wickepin.

The four units are the first of a potential twelve units that are marked out on the site plan. Further units can be constructed if demand requires. The design and layout for these units has not been confirmed.

Comments:

Zoning

Under the Shire of Wickepin Local Planning Scheme No. 4, Lot 1 (No. 23) Johnston Street, Wickepin is zoned 'Town Centre'. The objectives of the 'Town Centre' zone are:

- To provide for a consolidated, accessible, safe and vibrant town centre with a mix of compatible uses.
- To protect, maintain and enhance where possible the visual and heritage elements of the town.
- To maintain the attractive features of a rural town lifestyle.

The Independent Living Units are defined as grouped dwellings. A grouped dwelling in the 'Town Centre' zone is a 'D' use which means;

> "that the use is not permitted unless the local government has exercised its discretion by granting development approval"

Under the 'Development Table – General' the requirements are as determined by local government. The proposed Independent Living Units have been assessed against the R25 density code in the attached Assessment checklist as this has been used for similar grouped dwelling developments in other nearby towns including Narrogin and Katanning. The proposal does not exceed the maximum plot ratio of 0.8.

Variations

The application is seeking an exemption to locate two visitor bays within the verge space instead of within the lot boundary. The architect has stated that location of parking along the street reduces traffic within the development and formalises existing off-street parking occurring on the verge. Additionally, the applicant will be contributing a concrete footpath along Johnston Street connecting the development to the visitor bays, new gym equipment and civic spaces on the corner of Johnston and Campbell Streets.

Facilities

The proposed Independent Living Units include a community garden for use of the residents. The proposal is also on the same lot as a gazebo, large public car park, playgroup and outdoor gym equipment. Additionally, the Road Board Hall, War Memorial and Wickepin Health Centre are located adjacent to the development.

Consultation:

A Grouped Dwellings in the Town Centre is a 'D' use. The application requires Council's discretion but advertising is not required.

Statutory Environment: Shire of Wickepin Local Planning Scheme No. 4

Policy Implications: Nil

Financial Implications:

An application for planning consent fee of $3756 has been paid to the Shire of Wickepin.

Strategic Implications: Nil

Recommendations:

1. That with respect to the Application for Planning Consent for Independent Living Units at Lot 1 (No. 23) Johnston Street, Wickepin, Council support the proposed variation of locating visitor parking on the verge of Johnston Street as per the attached plans.

2. That with respect to the Application for Planning Consent for Independent Living Units at Lot 1 (No. 23) Johnston Street, Wickepin, Council grant planning approval subject to the following conditions:

   1) The approval shall expire if the development permitted is not completed within two years of approval, or within any extension of that time which, upon written application (made before or within 21 days after the expiry of the approval) to the Shire is granted by it in writing.
   2) The development approved shall be in accordance with the plans and specifications submitted with the application and these shall not be altered or modified without the prior written approval of the Chief Executive Officer.
   3) Any use, additions to and further intensification of any part of the development or land which is not in accordance with the original application or conditions of approval shall be subject to a further development application and consent for that use.
   4) All drainage run-off associated with the development shall be contained on site or connected to the Shire's storm water drainage system to the satisfaction of the Chief Executive Officer.
   5) Finishes to the external building shall be sympathetic to existing buildings on site and the surrounding area to the satisfaction of the Chief Executive Officer.
   6) Landscaping within the front setback area shall be established within 60 days of the practicable completion of the building and shall be fully reticulated and maintained to the satisfaction of the Chief Executive Officer.
   7) All proposed cross overs are to be constructed, drained and maintained to the satisfaction of the Chief Executive Officer.
   8) Bins and storage areas shall be screened from public view and located near each unit to the satisfaction of the Chief Executive Officer.
   9) Any fencing within the front setback of all units is to be a maximum of 1500mm high and visually permeable above 1200mm.
   10) Lighting to pathways, communal open space and parking must be installed to the satisfaction of the Chief Executive Officer.
   11) External fixtures are to integrate with the building and not located as to be visually obtrusive. Antennas, satellite dishes and the like are not to be visible from Johnston Street.

Voting Requirements: Simple majority.

GOVERNANCE, AUDIT AND COMMUNITY SERVICES

11. President's Report

Submission To:	**Ordinary Council**
Location/Address:	**Whole Shire**
Name of Applicant:	**Julie Russell, President**
File Reference:	**GO.COU.5**
Author:	**Julie Russell, President**
Disclosure of any Interest:	**Nil**
Date of Report:	**15 October 2020**

Preparations are underway for the Picnic Celebration marking 20 years since the Albert Facey house was relocated from farmland south of Wickepin into the main street of Wickepin.

The house has since been lovingly restored by the local volunteer group of people and displayed regularly to visitors to Wickepin. This commendable effort has enabled a piece of local history to be on show to the public and accessible to those interested in by-gone eras and local history.

Alongside of the Facey House Picnic there will also be displays of photographic history of our shire set up by the Wickepin History Group and other attractions to celebrate this 20 year milestone.

Photo taken 1986 on Original Site by J.A.Russell (nee Watts)

Congratulations to retired Councillor Gerri Hinkley for receiving the award of "Long and Loyal Service" presented at the recent WALGA AGM held at the Perth Convention Centre, recognising her 12 years of service as a Councillor for our shire.

The first reminder of the up-coming bushfire season has been forthcoming in a bushfire at the Railway Reserve on 1 October that required the management and assistance of the local Wickepin Bush Fire Brigade Volunteers and units, shire staff and resources in order to extinguish the blaze and secure the area.

Unfortunately, the damage to the bushland and local flora and fauna is now marked and is a reminder to all of the unsightly, and sometimes permanent, damage that bushfires can cause.

With the commencement of the Restricted Burning Period I would remind everyone to remain vigilant in the up-coming bush fire season, especially with the drying conditions and heavy fuel loads in places.

I wish all of our volunteer Bushfire Officers and Firefighters, and our volunteer Ambulance crews a safe season.

Recommendations:
That council note the President's report dated October 2020.

Voting Requirements: Simple majority.

12. Chief Executive Officer's Report

Submission To:	**Ordinary Council**
Location/Address:	**Whole Shire**
Name of Applicant:	**Mark Hook, Chief Executive Officer**
File Reference:	**CM.REP.2**
Author:	**Mark Hook, Chief Executive Officer**
Disclosure of any Interest:	**Nil**
Date of Report:	**15 October 2020**

Australia Day

Council's application under the Australia Day Branding Grant Program administered by the National Australia Day Council (the NADC) has been successful and Council will be receiving a $1,000 towards the Australia Day Breakfast this year.

Agreement Details

Item number	Description	Clause Reference	Details
1.	**NADC**	**1**	National Australia Day Council Limited ABN 76 050 300 626 NADC representative: Karlie Brand, Chief Executive Officer Old Parliament House, King George Terrace, Parkes ACT 2600 Grants@australiaday.org.au
2.	**Grantee** *Note: An applicant is only a 'Grantee' if the NADC advises the applicant that its application for a grant is successful.*	**1**	Shire of Wickepin ABN 35562596978 Grantee representative: Mr Mark Hook, Chief Executive Officer 77 Wogolin Rd S, Wickepin WA 6370 PO BOX 19, , Wickepin WA 6370 eso@wickepin.wa.gov.au
3.	**Funds**	**3**	$1,000 plus GST is payable to the Grantee within 10 business days of the date that the NADC notifies the applicant that its application for a grant has been successful (if any). The Grantee's bank account for payment is specified in item 4 of the Agreement Details
4.	**Grantee's Bank Account**	**3**	The nominated bank account into which the Funds are to be paid is: ANZ Account Name: Shire of Wickepin BSB: 016770 Account Number: 110377466
5.	**Approved Items**	**1**	Pull up banner, 850w x 2050h, Feather banner, 750w x 3500h, Outdoor/ Indoor Posters, AO (scaleable to all A sizes), Vinyl banner, 3000w x 1000h, with eyelets, Custom Bunting, Media wall, 2250w X 2250h or 1500w x 2200h, Fitted tablecloth, 6ft and 4ft, Social Media Selfie Frame, 600mm x 900mm, Napkins
6.	**Reporting**	**7**	By no later than 28 February 2021, the Grantee must complete and submit the online reporting form available on the applicant portal which: • includes a declaration by the Grantee verifying the Funds have been spent in accordance with this Agreement; and • requires the Grantee to provide photographs of the Australia Day Designs on the Approved Items in a public place and/or at the Grantee's Australia Day event/s.
7.	**Acknowledgement of support**		The Grantee must acknowledge the support received from the NADC by including the following statement: *'Assisted by the National Australia Day Council',* and using the Australia Day Logo in accordance with the relevant branding guidelines as notified by the NADC. Australia Day Reflect. Respect. Celebrate.

CBH

The CEO has contacted CBH regarding their requirements for workers' accommodation in Wickepin. CBH has a need for 16 rooms and are interested in looking at a joint accommodation project with the shire. A meeting has been arranged with CBH representatives and the CEO for the week beginning 26 October 2020 to discuss this issue further.

Living Lakes Project

The Wheatbelt NRM has advised the CEO that there is monies left over from the Lake Yealering Living Lakes project and the CEO has accepted the contract from the Wheatbelt NRM to complete the following projects for the Wheatbelt NRM to finalise the Lake Yealering Living Lakes Project.

1. $8595 to supply and install turf to the western lawn area
2. $17000 to supply and install soft fall rubber to the playground
3. $6000 to supply and install drink fountain at the top of the stairs

Wheatbelt Secondary Freight Network

Shire of Brookton President Katrina Crute has forwarded the following email for council's information in relation to the Wheatbelt South Freight Network Project.

> *A bit of an update on the WSFN 20/21 release of funding. After much work between the WSFN Steering Committee, Main Roads WA and the WA State Government (Minister Saffioti) all of the relevant paperwork is with the Federal Government and we have been advised that the release of funds for this year has been given the highest priority. The WSFN Steering Committee has been lobbying the relevant agencies to expedite this process and explain the frustrations of the local governments, it has been extremely exasperating to say the least. The good news is that we are hoping to have the release of funds in the next week or two and we will continue to lobby to ensure the timely release of the funds. I thank everyone for their patience in this process and share in everyone's desire for a very swift resolution. If you have any queries regarding this matter then please feel free to email me. As you may also be aware last Monday the Federal Government announced an additional $80m for the Wheatbelt Secondary Freight Project, this is under the same funding conditions as the previous $70m announced last year, and that is the State has to match the funding with 20% so that's a total of $100m to continue with the project. I can honestly tell you we had no idea the announcement would be made, so we were as shocked as everyone else, but what it does show is that enormous work done by everyone involved in the WSF Project over the past 6 or so years, including all of you, has put us in a position where when the Feds were looking for a project to help drive economic growth they didn't need to hesitate. We don't know what this looks like, but the Steering Committee will be having a meeting in the coming weeks to establish how far down the Priority List we believe this funding will stretch. Then the conversations with LGs about capacity to deliver will begin, because the timeframe will most likely be 4-6 years for the additional $100m. So please, thank your staff & your Councillors for their commitment to the project, because I believe our ability to demonstrate that 42 LGs can work together to deliver outcomes to our communities and the region as a whole has helped put us on the National map.*

The Shire of Wickepin has the Cuballing East Road and the Fence Road under the Wheatbelt South Freight Network Project.

MEETINGS ATTENDED

September 2020	
25th	WALGA AGM Cr W Astbury, Cr A Lansdell
October 2020	
13th	ConCity – Tenders House
12th – 14th	Auditors

Delegations to be inserted –

No.	Delegation Name	Delegation To	Delegation Exercised	When Exercised	Persons Affected
A1	**Cheque Signing and Account Authorisation**	**CEO**	Payment of Accounts Refer to FM report item 10.2.01 List of Accounts		CEO, FM
A2	**Septic Tank Application Approvals**	**EHO**			
A3	**Building Approvals**	**BO**			
A4	**Road Side Advertising**	**CEO**			
A5	**Application for Planning Consent**	**CEO**			
A6	**Appointment and Termination of Staff**	**CEO**			
A7	**Rates Recovery – Instalment Payments**	**CEO**			
A8	**Issue of Orders**	**CEO**			
A9	**Legal Advice**	**CEO**			
A10	**Permits to Use Explosives**	**CEO**			
A11	**Street Stalls**	**CEO**			
A12	**Liquor Consumption on Shire Owned Property**	**CEO**	Wickepin Football Club Facey Group Wickepin Football Club Wickepin Football Club Facey Group	15/09/20 16/09/20 18/09/20 23/09/20 23/09/20	CEO
A13	**Hire of Community Halls / Community Centre**	**CEO**	WCC – Wickepin Football Club WCC - Wickepin Football Club WCC – Facey Group WCC – Wickepin Football Club WCC oval – Ag Roadshow WCC – Wickepin Football Club WCC – Facey Group Yealering Hall – YPS Yealering Hall – YPA Wickepin Saleyards – Nutrien WCC – Jade Bushby	15/09/20 16/09/20 16/09/20 18/09/20 21/09/20 23/09/20 23/09/20 25/09/20 02/10/20 06/10/20 06/10/20	CEO

			Wickepin Town Hall – Shire of Wickepin WCC – Wickepin CRC WCC – Wickepin CRC Wickepin Cricket Club (Junior)	13/10/20 13/10/20 13/10/20 14/10/20 14/10/20	
A14	**The Food Act 2008 and the Food Regulations 2009**	**CEO**			
A15	**The Public Health Act 2016**	**CEO**			

Recommendations:

That Council note the Chief Executive Officer's report dated 15 October 2020.

Voting Requirements: Simple majority.

13. Notice of Motions for the Following Meeting

14. Reports and Information

15. Urgent Business

16. Closure

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