



A Fortunate Place

Shire of Wickepin

Agenda

Ordinary Meeting of Council

Council Chambers, Wickepin

16 DECEMBER 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 16 December 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

11 December 2020

Time Table

11.30am	Governance, Audit & Community Services Meeting
12.00pm	Lunch
1.30pm	Australia Day Committee Meeting
2.00pm	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

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

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

TABLE OF CONTENTS

1. ATTENDANCE, APOLOGIES AND LEAVE OF ABSENCE (PREVIOUSLY APPROVED)	5
2. PUBLIC QUESTION TIME	5
3. APPLICATIONS FOR LEAVE OF ABSENCE/APOLOGIES	5
4. PETITIONS, MEMORIALS AND DEPUTATIONS	5
5. DECLARATIONS OF COUNCILLOR'S AND OFFICER'S INTEREST	5
6. CONFIRMATION OF MINUTES	5
7. RECEIVAL OF MINUTES	5
8. STATUS REPORT	6
9. NOTICE OF MOTIONS OF WHICH NOTICE HAS BEEN GIVEN	8
10. RECEIPT OF REPORTS & CONSIDERATION OF RECOMMENDATIONS	8
<u>TECHNICAL SERVICES</u>	
10.1.01 – MANAGER WORKS AND SERVICES' REPORT	9
10.1.02 – CHANGE OF VESTING RESERVE 15782 RAILWAY DAM	11
10.1.03 – STANDPIPE CARD READERS	19
<u>GOVERNANCE, AUDIT & COMMUNITY SERVICES</u>	
10.2.01– LIST OF ACCOUNTS	23
10.2.02 – FINANCIAL REPORT	25
10.2.03 – DEVELOPMENT & REGULATORY SERVICES	54
10.2.04 – CEO ANNUAL LEAVE	57
10.2.05 – COUNCIL & COMMITTEE MEETING DATES 2021	58
10.2.06 – WICKEPIN FOOTBALL CLUB	62
11. PRESIDENT'S REPORT	64
12. CHIEF EXECUTIVE OFFICER'S REPORT	66
13. NOTICE OF MOTIONS FOR THE FOLLOWING MEETING	70
14. REPORTS AND INFORMATION	70
15. URGENT BUSINESS	70
16. CLOSURE	70

**Agenda of an Ordinary Meeting of Council held in Council Chambers, Wickepin
Wednesday 16 December 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

St John Ambulance	Clinton Hemley
St John Ambulance	John McDougall

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 18 November 2020.

Moved / Seconded

That the minutes of the Ordinary meeting of council held on Wednesday 18 November 2020 be confirmed as a true and correct record.

Carried /

7. Receival of Minutes

8. Status Report

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

Item	Subject	Officer	Council Resolution	Status	Action
1104-190820-11	Albert Facey Homestead Committee Recommendations	CEO	An inventory of all public artefacts and donations within the Shire is to be completed. A display cabinet be purchased to house the hand pieces.	○ ○	In progress In progress
1113 – 160920 - 08	Roads 2030 Review	CEO	That the CEO submit the Toolibin North Road to the Wheat Belt South Regional Road Group for inclusion in the Narrogin Harrismith Route in the Roads 2030 Regional Strategies for significant Local Government Roads.	○	In progress
1116 - 160920 - 15	Townscape & Cultural Planning Committee Recommendations	CEO	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.	○ ○	In progress In progress
1121 – 211020 – 14	Wickepin Football Club Honour Boards	CEO	That the CEO to draft a Policy for Honour Boards in community buildings based on community feedback.	○	In progress
1123 – 181120 - 04	Replacement of Vehicles – WK1955 and WK698	CEO	That council accept the following quotes from Daimler Trucks Perth	✓	Letter sent 27/11/2020
1124 – 181120- 05	Tender RFT 3 2020/2021 Construction of	CEO	1.That the CEO raise a loan for \$408,000 from the Department of Treasury for a	✓	Loan granted

	One 4x2 Executive Home		<p>period of fifteen (15) years for the executive style house for Lot 50 Smith Street.</p> <p>2. That Council, subject to the loan being approved by the Department of Treasury, accept the tender from Modular WA for RFT 3 2020/2021 Construction of One 4x2 executive home Lot 50 Smith Street Wickepin at a price of \$408,165.00, including Optional Alternatives.</p>	✓	Letter sent 01/12/2020
1125 – 181120 - 06	Independent Living Units Management Guidelines	CEO	<p>That Council adopt the following documents for the Shire of Wickepin Independent Living units.</p> <p>1. Management Practices May 2020 2. Wickepin Housing Management Manual 3. Hand Book for tenants 2020 – Aged units 4. Independent Living Seniors Accommodation Appendix forms</p>	✓	Documents adopted at the November Council meeting.
1126 – 181120 – 07	Local Roads and Community Infrastructure Program (LRCI)	CEO	That Council submit applications to the LRCI Programs for Stage One and Stage Two (a) of the Wogolin Road Recreational Area for the amount of \$601,539.	✓	Stage 1 grant \$340,000 approved. Waiting on application forms for stage 2.

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:	10 December 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 Fencing – Work to commence in 2021. To be completed by ‘Allan’s Bobcat and Truck Hire’.
- Bin Rd – On Hold - looking to recommence in February/March 2021.
- Wickepin Pingelly Rd – All gravel has been carted in, cement stabilisation to commence 12 January 2021.
- Wickepin North Rd – On hold.
- Water harvesting at caravan park drain – we have arranged Slade Ag Tech South Consult to draft up a conceptual design as well as hydrological and feasibility evaluations of the proposed project. We are still waiting on his proposal for the area.
- Yealering – have arranged Allan’s Bobcat and Truck Hire to lay the turf and dig out and replace salt affected soil. Graham and his crew are working on the reticulation on the lawn area.

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 - bobcat is working on sealed roads – ongoing.
- Western Power line works – work in Yealering is completed. 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 completed.
- Mosquito fogging – we have started fogging for the season and will be on-going.

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.

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 10 December 2020.

Voting Requirements: Simple majority.

TECHNICAL SERVICES

10.1.02 – Change of Vesting Reserve 15782 Railway Dam

Submission To:	Ordinary Council
Location/Address:	Railway Dam Wickepin Reserve 15782 Location 15727
Name of Applicant:	Mark Hook, Chief Executive Officer
File Reference:	GF.CC.1
Author:	Mark Hook, Chief Executive Officer
Disclosure of any Interest:	Nil
Date of Report:	1 December 2020

Enclosure/Attachments: Nil

Summary:

Council is being requested to consider the submissions received on a proposal to request the Minister for Lands to amend the vesting order for Reserve 15782 (Williams Location 15727 Railway Dam Wickepin) to allow for recreational pursuits including camping.

Background:

The CEO submitted an agenda item to the 16 September 2020 Ordinary Meeting of Council where the following decision was made in relation to requesting the Minister for Lands to change the vesting order for Reserve 15782 Water Supply to allow for recreational pursuits such as camping, Astro Tourism, etc on the reserve.

Legal flag <input type="checkbox"/>	Non-current <input type="checkbox"/>
Assess No. A6745	Old No. <input type="text"/>
Owner SHIRE OF WICKEPIN	
Property Address LOT 15727 BROOKS ROAD WICKEPIN WA 6370	
House <input type="text"/>	Lot 15727
Street BROOKS	
Type ROAD	
Suburb WICKEPIN	6370
Ward 03	WICKEPIN
Area <input type="text"/>	<input type="text"/>
Locality <input type="text"/>	<input type="text"/>
Zoning <input type="text"/>	<input type="text"/>
Land use R04	RESERVE
VEN Number <input type="text"/>	<input type="text"/>
Pens No <input type="text"/>	<input type="text"/>

Valuation Details	
Gross Rental Value <input type="text"/>	Unimproved Value <input type="text"/>

Legend

- Location Number
- GRV or UV
- Zoning
- Land Usage
- Dogs
- Roads
- wickepin_lga.ecw

Resolution No 160920-13**Moved Cr Lansdell / Seconded Cr Mearns**

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.

Carried 8/0

Comments:

The CEO after the council meeting placed the following advert in the Narrogin Observer and the Watershed News.

**SHIRE OF WICKEPIN**

The Shire of Wickepin is seeking public comment on a proposal to request the Minister for Lands to amend the vesting order for Reserve 15782 (Williams Location 15727 Railway Dam Wickepin) to allow for recreational pursuits including camping

Written comments are to be submitted via email to admin@wickepin.wa.gov.au or mailed to PO Box 19, Wickepin WA 6370

Submissions on the proposal must be made in writing and lodged with the undersigned on or before 5pm Friday 27th November 2020.

If you have any questions about this application, please call Mark Hook at the shire of Wickepin 08 9888 1005

**MARK HOOK
CHIEF EXECUTIVE OFFICER**

At the close of the submission period the CEO had received 11 submissions, of these 11 submissions 3 support the proposal, 6 object to the proposal and 2 are indifferent.

The breakdown of the comments received are as follows:

Support the Proposal

I support the proposal

I am emailing about the proposal of railway dam Wickepin to allow recreational pursuits including camping. I strongly believe this is a great idea. Being able to go bush walking, camping, bird watching are great things to do in our community and there are not enough areas to do these activities. Would Also be good to allow the use of Off-road motorbikes in this area as well.

I refer to the proposed development of the Railway Dam reserve, for recreational pursuits as advertised in the Narrogin Observer. We support the proposal to develop this area for an alternative camping and picnic site as this type of facility has become very popular for local tourism especially at this time. Most Shires have this type of facility available for RV's and caravans and we feel it will add another dimension to the Shires tourism options. As the shire would be aware this area is a beautiful wildflower site in spring which is one of the main attractions of our shire. The Railway dam reserve is also quite an historic region, I have only recently come across some information relating to its history. We do however have concerns regarding the safety aspects of this development, particularly from a fire access point of view. It is imperative that fire and emergency vehicles have easy access in the event of a fire or accident. As far as we are aware there is only one road into the reserve, this would need to be addressed as a matter of priority so there is access in and out in the event of fire. It is essential that campers are able to evacuate safely if required and fire fighters can entry the area easily. There would also need to be ongoing maintenance in the form of back burns to protect local land holder's property. Tim is happy to speak further on this matter if required. The improvement of the camping facilities so the beauty of the reserve can be maintained is also essential. To have this area damaged or just left in a mess would be unacceptable which means regular monitoring will need to occur to ensure this doesn't happen. In recent years Wickepin has developed history and art attractions that enhance a visit to the Albert Facey Homestead for the self-drive tourist. Encouraging visitors to stop in our town longer with additional accommodation options adds to our town's economy. I am happy to speak further on the tourist element of this proposal. We wish the shire well with this endeavour.

Object to the Proposal

I would like to say No to the recreational pursuits including camping at the Railway dam Wickepin as us our children and grandkids always go out there winter time riding motor bikes and a BBQ

AS a ratepayer and adjoining landowner of Reserve 15782 I object to the proposed change of vesting to allow for recreation and camping. As I am deeply concerned about the real risk to public safety in the event of bushfires and accidents and also to the lack of consultation with local emergency services personnel and adjoining neighbours who will have to deal with these issues. Hope the matter can be discussed at yor next meeting with more suitable outcome.

In response to the proposal to request to the Member of Lands to amend the vesting order for Reserve 15782 to allow for recreational pursuits and camping, please consider the following concerns;

1. Fire risks.

We would like to draw attention to the multiple number of campfires which have been left burning or unattended in the past. Many of these have then started fires which the local land holders discover and have had to extinguish. This could pose a risk to the reserve, surrounding farm land and Wickepin town due to its proximity. At least four fires have got away through the reserve requiring further assistance. We believe fire breaks are not the solution to stop the fires escaping the reserve. In our view the increased number of visitors and camping, will only increase the risk of an already growing problem. In the past this has not been able to be managed.

2. During harvest bans/movement bans restricted burning periods and permit burning periods we have observed people not adhering to these restrictions in the reserve (eg hooning, 4 wheel driving, camp fires) Would this be policed and how would people be made aware?

3. The constant motor bikes and hooning contributes to the fire risk, road damage, noise and possible danger to campers. Approximately 11 abandoned vehicles have been discarded in the past after being destroyed whilst hooning in the area.

4. Accessibility for emergency services may pose a problem.
5. The only access into the proposed campground is via Brooks Rd. Being an essential RAV 4 route, there are road trains and oversize machinery using the road regularly. Therefore, this could pose a safety risk to those entering/exiting the camp grounds with caravans or towing rec vehicles. For safety, Brooks Rd (being a minor road) would require increased regular maintenance and upgrades due to the increased traffic.
6. The proposed camping/recreation area is closely surrounded by farming land. There is already damage to fences, vandalism, theft and trespass occurring regularly. This behaviour could increase due to the extra visitors in the area.
7. The regular shooting in the area which does not seem to be controlled, is of major concern and danger to campers.
8. Environmental impact on the bush. Biodiversity risk.
9. Increase of domestic animals and their impact on flora and fauna as well as surrounding livestock. (This is already an existing problem).
10. Currently there is no ablutions, drinking water or waste management and rubbish removal. Rubbish has been a problem in the past. If these issues are not dealt with, it may be unattractive to campers and surrounding farmland contaminated. On enquiring about these issues it was mentioned that campers would probably be self-contained. This is not always the case.
11. The western side of the reserve (where the rock is situated) is land locked and is only accessible by crossing ARC infrastructure corridor. Entry across and in this corridor is prohibited and liable to prosecution, therefore this side of the reserve is unable to be accessed. (Photo attached}.
12. We understand from conversations regarding the purpose of the proposed campground it is to bring money and visitors to the town. Does this mean the camping will have a fee? The shire already has money invested in a RV stop over and toilet amenities in Wickepin. Also caravan parks in Wickepin, Harrismith and Yealering, the Lake at Yealering, and Toolibin Lake just to name a few. We are not opposed to bringing money into our lovely shire, but would it not make sense to better use these fantastic existing facilities. This would eliminate the expense of preparing the rec and camp area and ongoing costs to maintain the grounds and roads.
13. Agriculture is the main enterprise within the shire. As revenue generated from this proposal will be limited, consideration to the agricultural industry and the safety of the town should be a priority.

Therefore this proposal should not be approved.

I Object to the Proposal to request the Minister for Lands to amend the vesting order for this reserve to allow for recreational pursuits, including camping. There needs to be a full management plan undertaken prior to the reserve being amended into Recreation that covers all the fire implications with persons having camp fires etc, The management plan should include all the fire mitigations issues that would need to be carried out if there was Overnight Camping allowed on the reserve. This should include strategic fire breaks adjoining the land Owner's fire breaks to increase the width of them (ie increase width to 5 metres). If camping were to be allowed, the Reserve HAS to be able to be closed on Harvest Ban Days to keep campers out, and this includes over the Easter and Christmas periods where an automatic Harvest Ban and Fire Ban applies throughout the shire on Christmas Day, Boxing Day, New Year's Day, Good Friday and Easter Sunday of each year. The "Point of Interest" is approximately 1 km from the Railway Dam, so people are going to drive over, thus create more problems. There are NO fire breaks surrounding our adjoining boundary. This letter was written on 24th November, 2020, which had a Harvest and Movement of Vehicle in Paddock Ban put in place by the local Fire Control Officer's. The temperature is 40 degrees C and the wind is 35kph. Imagine having stray tourists going through this bush reserve on this day! As this site is a point of interest on the Shire's Face book page, I think all of the above need to be addressed, even if it doesn't get opened up.

We are Not in Favour of Reserve 15782 to be amended from its current status of "Water Storage" to "Recreation including Camping". This reserve is made up of 283 Ha (over 700 acres) of thick, virgin

bushland with No gazetted road accesses throughout, or surrounding, the bush apart from the Railway Corridor which cuts the area in half; No boundary firebreaks; and is a nominated Bush Fire Prone area on the DFES WA map. Should this area be opened up for "Recreational Pursuits including Camping", there is a huge risk from the public safety point of view with extremely limited access for emergency service vehicles to be able to attend any incident that may, and will, occur. Two recent incidents of bushfire, and one of a vehicle crash requiring the RAC helicopter, in this inaccessible area has already proven the cost and inconvenience to local emergency service personnel, shire plant, equipment and staff and adjoining landowners - not to mention long term damage to the environment. The long term cost to Council for the provision of public amenities to keep this area pristine, installation of adequate firebreaks, and the installation of a road access network (both In and Out, Not just "one way") - for the allowance of access for emergency service vehicles when needed, as well as for any "campers and relevant vehicles" to escape should the necessity arise - is a cost that Council does not need to make. Within the Wickepin Shire, there are such natural phenomenon's as Toolibin Lake Nature Reserve (Home to more species of Waterbird than any other Wetland in South Western Australia); Lake Yealering (Recently awarded regenerative funding from Living Lakes and State Government Infrastructure funding) and Malyalling Rock (Bushwalking, Bird watching and Wildflower opportunities)- which are ALREADY geared up and accessible as tourist, recreational and camping sites; which are within easy driving distance from the 3 caravan parks and RV stops in the Shire; and which should be promoted as such by Council. Within our travels through other shires, we have noticed that they have actually CLOSED to the public, any camping in their Bush Blocks (eg Perenjori Shire) -with NO CAMPING signs erected strategically in the entrances, and the tracks blocked off to vehicle traffic. Before any decision is made with regards to allowing "Recreational Pursuits including Camping" within Reserve 15782, we strongly suggest that Council undertake consultation with the local Emergency Service Volunteer Personnel (both Bush Fire Brigade and Ambulance), DFES and EPA with respect to a Management Plan for the Reserve, as They will be the ones that will have to attend and manage any incidents - should and when they occur. We are of the opinion that this proposed request should NOT proceed, and that the Vesting Order of Reserve 15782 should remain "As-Is".

I am responding to a small ad in the Narrogin observer regarding the Shire of Wickepin seeking public comment on a proposal to request the Minister for Lands to amend the vesting order for Reserve 15782 (The Railway Dam) to allow for recreational pursuits including camping. I am not sure how far advanced your plans are for the use of the Railway Dam or what your budget may be in regards to facilities for potential campers, but being campers ourselves my minds eye immediately pictures roadside stopping areas and camping areas where there are no facilities (toilets) or rubbish bins provided and the many little piles of toilet paper, human faeces, and much rubbish left around so that to camp, the area needs to be tidied up first. So I guess I have questions regarding the management of waste and the facilities to be provided in the area being considered for recreational use and camping .I also have questions regarding the value to the Wickepin Community from changing the status of the Railway Dam to Recreational use. If the area is to be "free camping" I consider that there would be minimal value returned to the community, as those that choose to free camp (ourselves included) are mostly self-sufficient, and do not need to spend money in the towns except to purchase fuel occasionally. No doubt you are aware that there is regularly folks using firearms in the area of the Railway Dam, it can be heard from the town, and is quite frightening to some town folks, and pets. I would be concerned that if there were campers in the area and people were shooting around them not knowing there were campers there (?) it would be very frightening for the campers, and could potentially cause an emergency .I have had conversations regarding the use of the Railway Dam area for camping with my adult children and considered what would be the value that would be returned to the Wickepin community from Recreational use of the Railway Dam. We consider that an attraction to the town to invite more people to stop in the town and spend more time in Wickepin would be more fruitful to the community, and provide value to the locals for recreation, social events and a meeting place for the local children/teens to meet and play. For example, Katanning has recently upgraded the Giants playground, it is always well utilised, lots of people stop there, it is near public toilets, and there is good food and coffee options in the townsite. It has also become an end destination, rather than a quick stop over. Williams have

recently upgraded their local playground on Albany Highway, also now a destination in its own right, where families meet up and enjoy the facilities, often coming from afar, and enjoying what the town has to offer. Kulin has the water slide, people come from near and far to enjoy what the town has to offer, which includes the Tin Horse Highway and the facilities in the townsite, staying several nights in the areas provided for free camping with facilities available. Could the Wickepin Shire consider an attraction in the town that could cater for all children, rather than just little children, that would attract people to come to Wickepin, stop, stay overnight in the current facilities available, being the caravan park, and the overnight stay area in the townsite? Perhaps a large nature playground or similar, to cater for older children, encompassing picnic areas and other features and themes that would benefit travellers, encourage stop overs, and provide much value to the locals who currently take their children to Kulin, Williams and Katanning for example for recreation other than sport. Not at all relevant to the Railway Dam, but I have been considering discussing with the Shire the town public facilities for some time. Could the Shire please consider having hand soap and paper hand towel in the existing public facilities opposite the Newsagency, being an extensive traveller, especially in the current climate of Covid 19, I would consider that it is appropriate to provide soap at least, and preferably hand towel also. Good public facilities in the town, also encourage folks to stop, take some time to stretch, and potentially spend some money in the town. People who travel regularly get to know where the best facilities are to stop, stretch, get lunch, refuel etc. Thanks for considering my opinion and request.

Indifferent

I am getting in touch to provide comment on behalf of Arc Infrastructure regarding the proposed amendment to the vesting order for Reserve 15782 to allow for recreational pursuits and camping on the reserve at Wickepin. As you may be aware, Arc Infrastructure manages the State's freight rail network in WA and has private Rail Corridor adjoining the reserve. Arc has recently been approached by neighbouring landowners with concerns about the potential increase of people in the area resulting in increased likelihood of trespass through the rail reserve and adjoining private properties. One landowner has noted that there are already a considerable number of people ignoring signage and accessing the rail reserve, four wheel driving, shooting signs and on occasion livestock. There are additional concerns that campers may be encouraged to trespass through Rail Corridor in order to reach the nearby rock formation on the western side without using designated rail crossings. Arc Infrastructure requests that the above comments and concerns are noted by the Shire when further considering the amendment.

We are writing to you concerning the proposed development of the Railway Dam Reserve. It is good to see the Shire giving consideration to actively preserve the water catchment drainage rock work as it is an important history of that era. We understand that the new proposal for the area will be encouraging camping and as a stopover point for visitors to the area. We, as land holders do have concerns with the aspect of fires starting from campers, and given that we are down wind in a south/south westerly direction from Railway Dam consider it could become more of a risk. Currently the area seems to be mainly used by 4 x 4 enthusiasts, impacting on the landscape and the vegetation in the area. As some of the area has been altered using the Shire machinery and perhaps with the Shire's permission to construct 4 wheel drive tracks, it is of concern if the Shire then has become liable for any injuries that may occur. The use of firearms in the area currently is of great concern and could result in significant undesirable consequences. People using firearms are breaching the condition of their firearms licence buy using in the Railway Dam Reserve. So currently the area is not managed at all well and perhaps it is only a matter of time before a serious accident happens. Our question is; will developing the Reserve result in a significant improvement in the management and protection of its historic features, including the flora and fauna? The Railway Dam Reserve needs to have an improved management plan, which we would be keen to be a part of as we believe it is a very valuable historic aspect of the Wickepin Shire.

Council needs to consider when it would be in a position to develop the Railway Dam to a recreational site or whether the change to the recreation reserve status is to allow people to just use the site for passive recreation without any camping.

As stated in one of the submissions received the local community are currently using the reserve contrary to the water reserve vesting.

In relation to the fire requirements council would have to put in place a recreation reserve plan which would cover all the fire mitigation issues including strategic firebreaks. This should be undertaken by council if the FCO's believe the current water reserve vesting is at risk with the current fire breaks.

The decision for council is the cost to develop the area as it is not currently within the strategic plan, as the strategic plan only covers the following in relation to tourism:

economy

GOAL 8: Tourism opportunities create value to our communities

SHORT TERM STRATEGY	MEDIUM TERM STRATEGY	POINT OF MEASUREMENT	10 YR OUTCOME
8.1 Continue to actively participate in the Living Lakes project 8.2 Develop and improve the foreshore amenities at Lake Yealering 8.3 Investigate camping grounds at Lake Yealering (cost v benefit analysis) 8.4 Partner with our neighbouring Shires on tourism promotion and initiatives 8.5 Review our engagement with the Dryandra Visitor Centre 8.6 Further develop rest stops across the Shire	8.7 Develop a branding strategy for Lake Yealering in collaboration with residents and businesses 8.8 Develop a self drive route across the Shire which includes Lake Yealering, Harrismith and Wickepin attractions 8.9 Increase our online profile	<ul style="list-style-type: none"> - Lake Yealering has enough water in it for water based activities for the majority of the year - Number of positive and negative reviews regarding the Lake Yealering experience - online and verbal - Yealering caravan park occupancy and length of stay increases - Number and length of overnight stays increases - Facilities used by locals and visitors are improved based on online and verbal feedback - Toolibin rest stop is improved 	Tourism and recreational activities can occur all year at Lake Yealering The length of overnight visitor stays is increased and visitors are aware of our unique attractions

Council should undertake a full assessment of the Railway Dam and prepare a comprehensive Recreation Plan including possible future development and costs for the development of Reserve 15782, Williams Location 15727 Railway Dam, Wickepin.

Statutory Environment:

The *Land Administration Act 1997* (LAA) is Western Australia's primary legislation dealing with the management of Crown land. The LAA is administered by the Minister for Lands (Minister), assisted by the Department of Planning, Lands and Heritage (DPLH). Part 4 of the LAA provides for the creation, administration and management of reserves over Crown land/waters.

Land Administration Act 1997

51. Cancelling, changing etc. reserves, Minister's powers as to

Subject to sections 42, 43 and 45, the Minister may by order cancel, change the purpose of or amend the boundaries of, or the locations or lots comprising, a reserve.

Policy Implications: Nil

Financial Implications: Nil at this stage.

Strategic Implications:

The Shire of Wickepin Community Strategic Plan 2018/2028 only covers the following in relation to Tourism.

economy

GOAL 8: Tourism opportunities create value to our communities

SHORT TERM STRATEGY	MEDIUM TERM STRATEGY	POINT OF MEASUREMENT	10 YR OUTCOME
8.1 Continue to actively participate in the Living Lakes project 8.2 Develop and improve the foreshore amenities at Lake Yealering 8.3 Investigate camping grounds at Lake Yealering (cost v benefit analysis) 8.4 Partner with our neighbouring Shires on tourism promotion and initiatives 8.5 Review our engagement with the Dryandra Visitor Centre 8.6 Further develop rest stops across the Shire	8.7 Develop a branding strategy for Lake Yealering in collaboration with residents and businesses 8.8 Develop a self drive route across the Shire which includes Lake Yealering, Harrismith and Wickepin attractions 8.9 Increase our online profile	<ul style="list-style-type: none"> - Lake Yealering has enough water in it for water based activities for the majority of the year - Number of positive and negative reviews regarding the Lake Yealering experience - online and verbal - Yealering caravan park occupancy and length of stay increases - Number and length of overnight stays increases - Facilities used by locals and visitors are improved based on online and verbal feedback - Toolibin rest stop is improved 	Tourism and recreational activities can occur all year at Lake Yealering The length of overnight visitor stays is increased and visitors are aware of our unique attractions

Recommendations:

That council request the CEO to undertake a full assessment of the Railway Dam and prepare a comprehensive Recreation Plan including possible future development and costs for the development of Reserve 15782, Williams Location 15727 Railway Dam, Wickepin.

Voting Requirements: Simple majority.

Technical Services

10.1.03 – Standpipe Card Readers

Submission To:	Ordinary Council
Location/Address:	Helm Road Harrismith Townsite and Yealering Townsite
Name of Applicant:	Mark Hook, Chief Executive Officer
File Reference:	WS.MAI.3005
Author:	Mark Hook, Chief Executive Officer
Disclosure of any Interest:	Nil
Date of Report:	4 December 2020

Enclosure/Attachments: Nil

Summary:

Council is being requested to place a Waterman Irrigation standpipe card reader at the stand pipes on Helm Road and Harrismith townsite and make application to Water Corporation for a new standpipe in the Yealering townsite, and to close the existing standpipe and tanks in the Yealering townsite.

Background:

Council placed in the 2020/21 budget the installation of three standpipe card readers at a budgeted figure of \$45,000, this price also includes updates for the three existing standpipes that failed in December 2020 due to the age of the equipment. The three existing card readers still work but we have to read the data manually.

Comments:

The CEO has spoken with some FCO's asking the best spot for additional standpipes which will be set to where we can receive mobile services.

The sites chosen at this stage are the following standpipes:



Harrismith townsite



Helm Road (Tincurrin North)

The third site is a new standpipe in the Yealering townsite near the Caravan Park area or near the railway line. This site is chosen due to the Yealering townsite issue regarding the loss of power, affecting the use of the existing standpipes as outlined in the email below.

I have been in touch with our assets team and this is the advice they were able to provide:

The Yealering water supply reticulation booster system has been designed to provide a minimum flow to hydrants of 10L/sec at 20mH under normal operation, however this flow cannot be guaranteed in the event of a power outage. Water in the main could possibly be taken up by a fire truck and boosted via the truck, although this supply may be limited in the event of a power outage or if the fire has destroyed water assets.

Although we do our best to ensure our mains can be accessed for firefighting by installing and maintaining hydrants, the Corporation cannot always provide non-power-dependant water services. For this reason, DFES recommend independent water supplies and plumbing for firefighting.

If the shire have concerns around fire hydrant function in Yealering, installing a shire tank and pump transfer system is a possibility. Alternatively, Water Corporation could investigate the feasibility of installing a fire only standpipe supplied from the WE extension rather than the town retic system. The costs for this type of installation would need to be incurred by the shire.

I hope this helps to answer your query. Please let me know if you would like more information.

Council will need to make application to Water Corporation for the new standpipe as per the following email received from the Water Corporation.

To progress the request for a new firefighting standpipe in Yealering, please apply through Building Services on our website. In your application, please note that you have had preliminary discussions with the GSR office about its installation and we have recommended the WE extension rather than the town retic, and your preference for its location is near the caravan park and railway line. Please see:

<https://login.microsoftonline.com/buildernetprod.onmicrosoft.com/oauth2>

Once the formal application is lodged, the Building Services team at Water Corporation will respond to you directly.

There is an existing standpipe in Yealering and two tanks at CBH that can be used for fighting purposes as per the following photo.

ACCOUNT	BILLING DATES	AMOUNT	GRAPH	Kilo Litres	PROPERTY LOCATION	STANDPIPE								
9007769411	18/12/2012 TO 10/04/2013	\$1.70	<p>Water Use Account</p> <p>SEWELL ST YEALERING LOT PT(8810)</p> <p>Your water use summary</p> <p>Property water use for same reading period</p> <p>Make your verge waterwise - you will save time and money on watering, fertilising, mowing and weeding if you replace surplus lawn with waterwise plants. For other waterwise hints and tips visit watercorporation.com.au</p> <p>Meter reading details</p> <table border="1"> <thead> <tr> <th>Meter number</th> <th>This reading</th> <th>Last reading</th> <th>Use (kL)</th> </tr> </thead> <tbody> <tr> <td></td> <td></td> <td></td> <td>1</td> </tr> </tbody> </table>	Meter number	This reading	Last reading	Use (kL)				1	<p>10/11 356</p> <p>11/12 176</p> <p>12/13 1</p>	Sewell Street Yealering	Tanks
Meter number	This reading	Last reading	Use (kL)											
			1											



Statutory Environment:**36. Local government may expend moneys in connection with control and extinguishment of bush fires**

A local government may, notwithstanding anything to the contrary contained in any other Act —

- (a) purchase and maintain appliances, equipment, and apparatus for the prevention, control and extinguishment of bush fires;*
- (b) clear a street, road or reserve vested in it or under its control, of bush, and other inflammable material, for the purpose of preventing the occurrence or spread of a fire;*
- [(c) deleted]*
- (d) establish and maintain bush fire brigades as a part of its organisation for the prevention, control, and extinguishment of bush fires;*
- (e) use any vehicle in controlling or extinguishing a bush fire or in the attempting so to do but the local government must pay to the owner or hirer of the vehicle, in respect of any damage done to a tyre of that vehicle while it was being so utilized, an amount assessed by an employee of the local government authorised by it to assess the cost of that damage;*
- (f) assist the occupier of farm lands within its district to acquire appliances, equipment and apparatus for the prevention, control, and extinguishment of bush fires upon or threatening his land, including the sale, loan or exchange to the occupier of appliances, equipment and apparatus belonging to the local government.*

Policy Implications: Nil

Financial Implications:

The cost of the standpipe has been included in the 2020/2021 adopted budget.

		Economic Services			
CWBC1		One Industrial Shed Lot 9001			340,000
	7104	3 Card Swipe Stand Pipe Controllers			45,000
		TOTAL ECONOMIC SERVICES			385,000

Strategic Implications: Nil

Recommendations:

That council place the new card operated standpipes at the following locations:

1. Harrismith Townsite
2. Helm Road (Tincurrin North)
3. Yealering Townsite

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:	4 December 2020

Enclosure/Attachments: List of Accounts.

Summary:

List of accounts remitted during the period from 1st November to 30th November, 2020

Municipal Account	Vouchers	Amounts
EFT	10935 – 11018	\$ 214,349.46
Cheques	15710 - 15714	\$ 10,802.31
Payroll	November	\$ 75,700.00
Superannuation	November	\$ 12,242.89
Direct Deductions	November	\$ 2,060.89
Licensing	November	\$ 25,266.80
	November Total	\$ 341,165.89
Trust		
EFT	10930 - 10934	\$ 1,060.45
Cheques		
	November Total	\$ 1,060.45
	Total for November	\$342,226.34

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 \$342,226.34 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:	10 December 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 November 2020 as presented be received.

Voting Requirements: Simple majority.



SHIRE OF WICKEPIN

MONTHLY FINANCIAL REPORT

For the Period Ended 30 November 2020

LOCAL GOVERNMENT ACT 1995

LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996

TABLE OF CONTENTS

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

Shire of Wickepin

Compilation Report

For the Period Ended 30 November 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 November 2020 of \$3,221,476.

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

Preparation

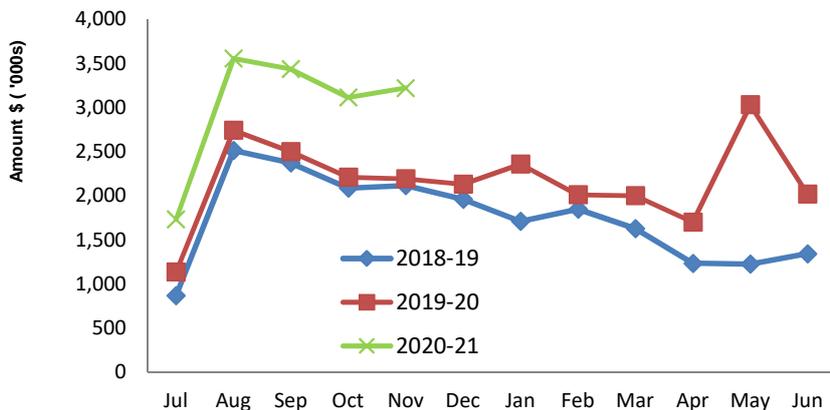
Prepared by: Erika Clement DCEO

Date prepared: 7-Dec-20

Reviewed by: Mark Hook CEO

Shire of Wickepin
Monthly Summary Information
 For the Period Ended 30 November 2020

Liquidity Over the Year (Refer Note 3)



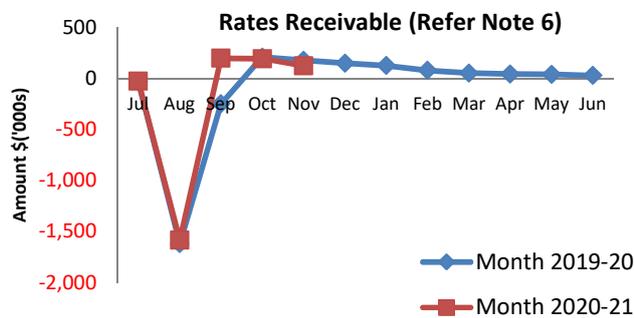
Cash and Cash Equivalents as at period end

Unrestricted	\$ 3,344,468
Restricted	\$ 2,248,893
	\$ 5,593,361

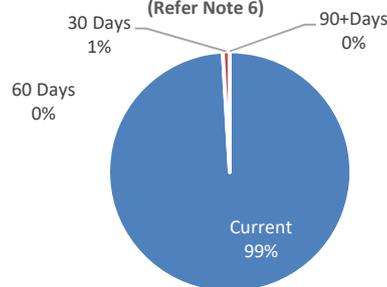
Receivables

Rates	\$ 121,838
Other	\$ 4,625
	\$ 126,463

Rates Receivable (Refer Note 6)



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



Comments

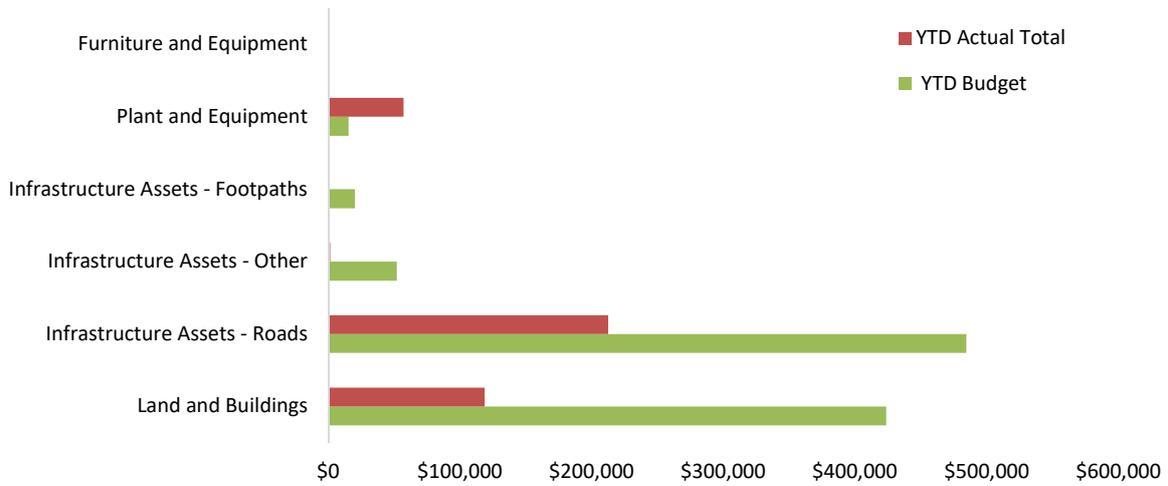
Unrestricted cash includes the following payments in advance

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

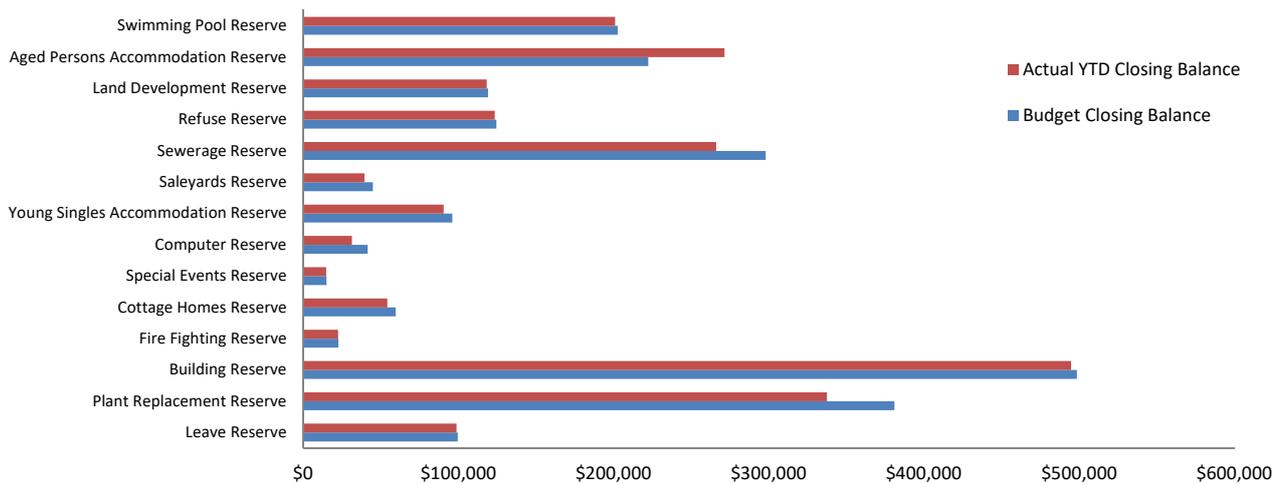
This information is to be read in conjunction with the accompanying Financial Statements and notes.

Shire of Wickepin
Monthly Summary Information
 For the Period Ended 30 November 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.

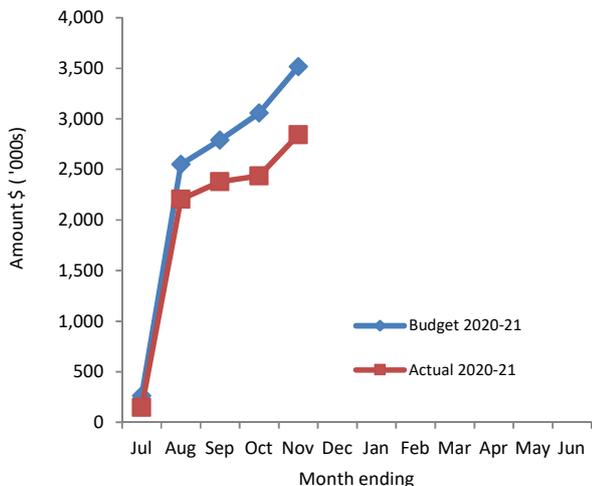
Shire of Wickepin

Monthly Summary Information

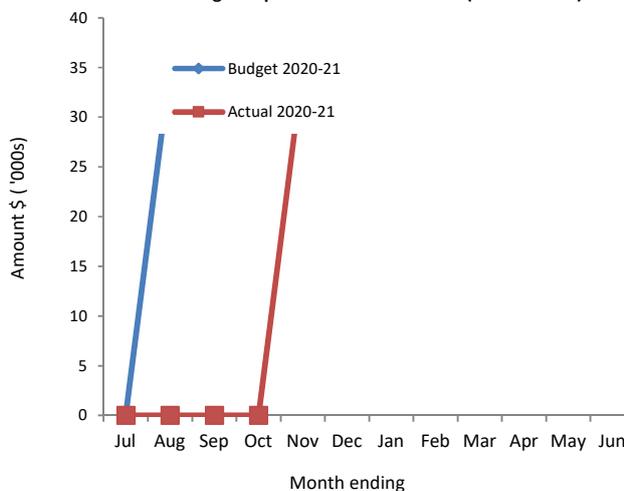
For the Period Ended 30 November 2020

Revenues

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

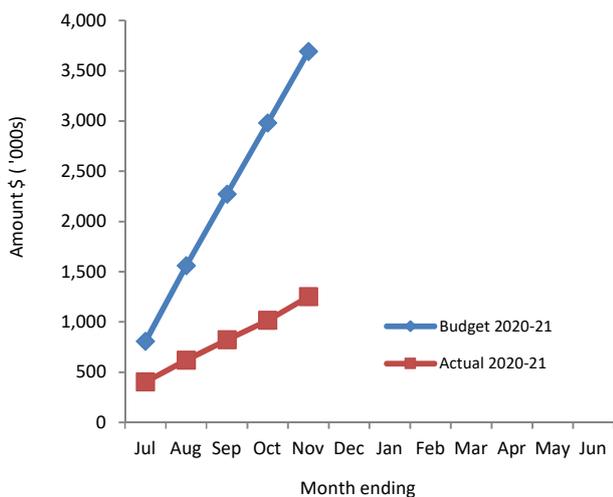


Budget Capital Revenue -v- Actual (Refer Note 2)

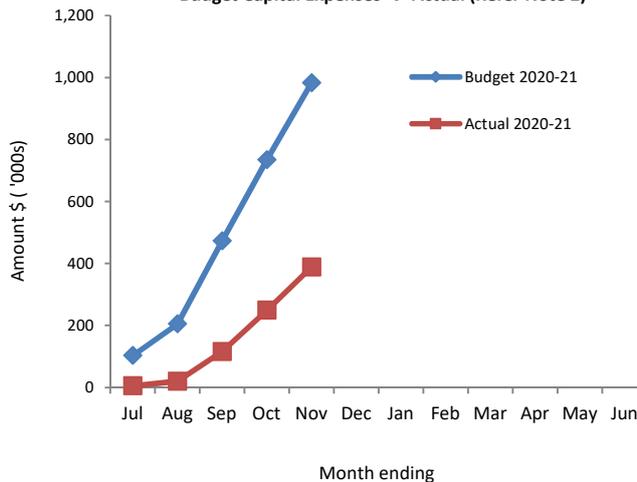


Expenditure

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



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



Comments

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

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

Note	Annual Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
Operating Revenues						
	\$	\$	\$	\$	%	
	8,208	3,415	1,439	(1,976)	(57.85%)	
9	1,370,075	1,370,100	1,362,646	(7,454)	(0.54%)	
	778,745	381,929	380,172	(1,757)	(0.46%)	
	87,111	57,199	62,613	5,414	9.47%	
	100	40	370	330	825.00%	
	4,050	1,680	91	(1,589)	(94.59%)	
	2,683,013	1,117,910	260,947	(856,963)	(76.66%)	▼
	172,970	152,748	192,482	39,734	26.01%	▲
	16,073	5785	11,680	5,895	101.90%	
	716,469	232,545	501,162	268,617	115.51%	▲
	417,011	173,740	30,975	(142,765)	(82.17%)	▼
	40,500	16,865	37,022	20,157	119.52%	▲
	6,294,325	3,513,956	2,841,600	(672,356)		
Operating Expense						
	(474,680)	(248,858)	(188,191)	60,668	24.38%	▼
	(85,555)	(35,615)	(29,603)	6,012	16.88%	▼
	(219,127)	(109,790)	(84,646)	25,144	22.90%	▼
	(28,109)	(11,680)	(7,289)	4,391	37.60%	▼
	(25,427)	(10,565)	(3,985)	6,580	62.28%	▼
	(1,462,220)	(612,120)	(52,007)	560,113	91.50%	▼
	(371,839)	(155,490)	(124,880)	30,610	19.69%	▼
	(1,064,068)	(448,854)	(253,778)	195,076	43.46%	▼
	(4,499,909)	(1,874,830)	(361,350)	1,513,480	80.73%	▼
	(322,008)	(134,090)	(76,614)	57,476	42.86%	▼
	(75,119)	(49,805)	(68,440)	(18,635)	(37.42%)	▲
	(8,628,062)	(3,691,697)	(1,250,782)	2,440,915		
Funding Balance Adjustments						
	4,317,355	1,798,870	0	(1,798,870)	(100.00%)	▼
8	8,623	3,595	453	(3,142)	(87.39%)	▼
	746	0	0	0		
	0	0	0	0		
	1,992,987	1,624,723	1,591,271	(33,452)		
Capital Revenues						
8	207,000	34,500	34,995	495	1.43%	
	207,000	34,500	34,995	495		
Capital Expenses						
	0	0	0	0		
13	(2,227,626)	(423,583)	(118,446)	305,137	72.04%	▼
13	(1,161,805)	(484,450)	(212,417)	272,033	56.15%	▼
13	(20,000)	(8,335)	0	8,335	100.00%	▼
13	(235,000)	(51,665)	(1,243)	50,422	97.59%	▼
13	(533,000)	(15,000)	(56,767)	(41,767)	(278.45%)	▲
13	0	0	0	0		
	(4,177,431)	(983,033)	(388,873)	594,160		
	(3,970,431)	(948,533)	(353,878)	594,654		
Financing						
10	440,000	0	0	0		
	0	0	0	0		
	6,582	3,291	3,258	(33)	(0.99%)	
7	51,321	0	0	0		
	0	0	0	0		
10	(32,474)	(16,237)	(3,258)	12,979	79.93%	▼
7	(158,000)	0	0	0		
	307,429	(12,946)	0	12,946		
	(1,670,015)	663,245	1,237,393	571,006		
3	1,670,560	1,984,084	1,984,084	0	0.00%	
3	545	2,647,328	3,221,476	571,006		

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

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

SHIRE OF WICKEPIN
STATEMENT OF FINANCIAL ACTIVITY
(By Nature or Type)
For the Period Ended 30 November 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	1,370,090	1,362,620	(7,470)	(0.55%)	
Operating Grants, Subsidies and Contributions	11	2,218,966	1,055,600	552,248	(503,352)	(47.68%)	▼
Fees and Charges		419,641	281,361	328,881	47,520	16.89%	▲
Service Charges		0	0	0	0		
Interest Earnings		35,500	9,705	2,389	(7,316)	(75.39%)	
Other Revenue		0	0	109	109		
Profit on Disposal of Assets	8	14,503	6,040	0			
Total Operating Revenue		4,058,685	2,722,796	2,246,247	(470,509)		
Operating Expense							
Employee Costs		(1,194,487)	(501,164)	(508,782)	(7,618)	(1.52%)	
Materials and Contracts		(2,706,507)	(1,163,900)	(521,787)	642,114	55.17%	▲
Utility Charges		(185,750)	(75,470)	(70,731)	4,739	6.28%	
Depreciation on Non-Current Assets		(4,317,355)	(1,798,870)	0	1,798,870	100.00%	▲
Interest Expenses		(8,636)	(3,699)	(506)	3,193	86.32%	▲
Insurance Expenses		(192,201)	(138,959)	(148,523)	(9,564)	(6.88%)	
Loss on Disposal of Assets	8	(23,126)	(9,635)	(454)			
Total Operating Expenditure		(8,628,062)	(3,691,697)	(1,250,782)	2,431,734		
Funding Balance Adjustments							
Add back Depreciation		4,317,355	1,798,870	0	(1,798,870)	(100.00%)	▼
Adjust (Profit)/Loss on Asset Disposal	8	8,623	3,595	453	(3,142)	(87.41%)	
Adjust Provisions and Accruals		746	0	0	0		
Adjust Rounding		0	0	0	0		
Net Cash from Operations		(242,653)	833,563	995,918	159,213		
Capital Revenues							
Grants, Subsidies and Contributions	11	2,235,640	791,160	595,353	(195,807)	(24.75%)	▼
Proceeds from Disposal of Assets	8	207,000	34,500	34,995	495	1.43%	
Total Capital Revenues		2,442,640	825,660	630,347	(195,313)		
Capital Expenses							
Land Held for Resale		0	0	0	0		
Land and Buildings	13	(2,227,626)	(423,583)	(118,446)	305,137	72.04%	▲
Infrastructure - Roads	13	(1,161,805)	(484,450)	(212,417)	272,033	56.15%	▲
Infrastructure - Footpaths	13	(20,000)	(8,335)	0	8,335	100.00%	▲
Infrastructure - Drainage	13	(235,000)	(51,665)	(1,243)	50,422	97.59%	▲
Plant and Equipment	13	(533,000)	(15,000)	(56,767)	(41,767)	(278.45%)	▼
Furniture and Equipment	13	0	0	0	0		
Total Capital Expenditure		(4,177,431)	(983,033)	(388,873)	594,160		
Net Cash from Capital Activities		(1,734,791)	(157,373)	241,474	398,847		
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)	663,245	1,237,392	571,006		
Opening Funding Surplus(Deficit)	3	1,670,560	1,984,084	1,984,084	0	0.00%	
Closing Funding Surplus(Deficit)	3	545	2,647,328	3,221,476	571,006		

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

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

SHIRE OF WICKEPIN
STATEMENT OF CAPITAL ACQUISITIONS AND CAPITAL FUNDING
 For the Period Ended 30 November 2020

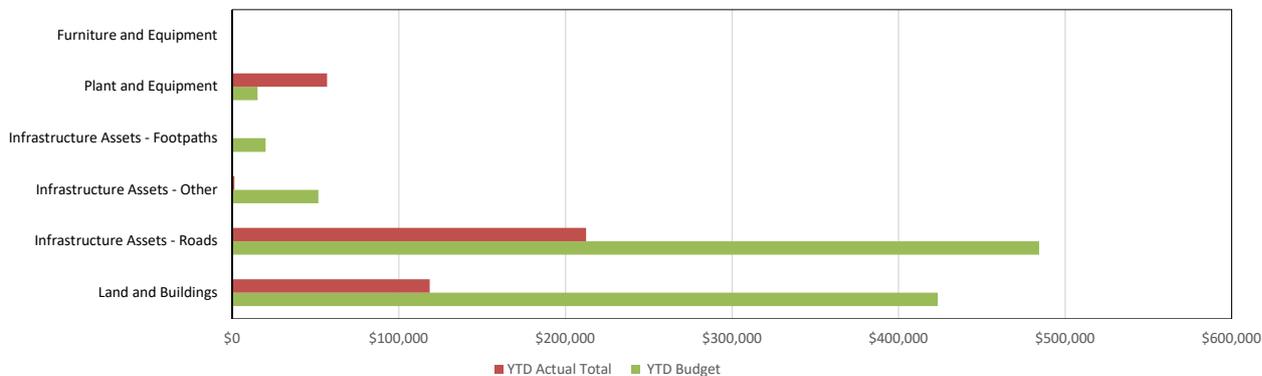
Capital Acquisitions	Note	YTD 30 11 2020					
		YTD Actual New /Upgrade (a)	YTD Actual (Renewal Expenditure) (b)	YTD Actual Total (c) = (a)+(b)	YTD Budget (d)	Amended Annual Budget	Variance (d) - (c)
Land and Buildings	13	\$ 118,446	\$ 0	\$ 118,446	\$ 423,583	\$ 2,227,626	\$ (305,137)
Infrastructure Assets - Roads	13		212,417	212,417	484,450	1,161,805	(272,033)
Infrastructure Assets - Other	13	1,243	0	1,243	51,665	235,000	(50,422)
Infrastructure Assets - Footpaths	13	0	0	0	20,000	20,000	(20,000)
Plant and Equipment	13	56,767	0	56,767	15,000	533,000	41,767
Furniture and Equipment	13	0	0	0	0	0	0
Capital Expenditure Totals		176,456	212,417	388,873.00	994,698	4,177,431	(605,825)

Funded By:

Capital Grants and Contributions	595,353	2,235,640	2,235,640	1,640,287
Borrowings	0	0	440,000	0
Other (Disposals & C/Fwd)	34,995	34,500	8,623	495
Own Source Funding - Cash Backed Reserves				
Aged Accommodation Reserve	0	0	51,321	0
Building Reserve	0	0	(51,321)	0
Total Own Source Funding - Cash Backed Reserves	0	0	(51,321)	0
Own Source Funding - Operations	(241,474)	(1,275,442)	1,441,847	1,033,968
Capital Funding Total	388,873	994,698	4,177,431	(605,825)

Comments and graphs

Capital Expenditure Program YTD



SHIRE OF WICKEPIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 November 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 November 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 November 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 November 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 November 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 November 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 and asset management and inclusive community engagement*
- (4) *Civic leadership – This theme describes how the Shire embraces a culture of leadership, customer service .*

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

(s) GOVERNANCE

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

GENERAL PURPOSE FUNDING

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

LAW, ORDER, PUBLIC SAFETY

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

HEALTH

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

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

Note 2: EXPLANATION OF MATERIAL VARIANCES

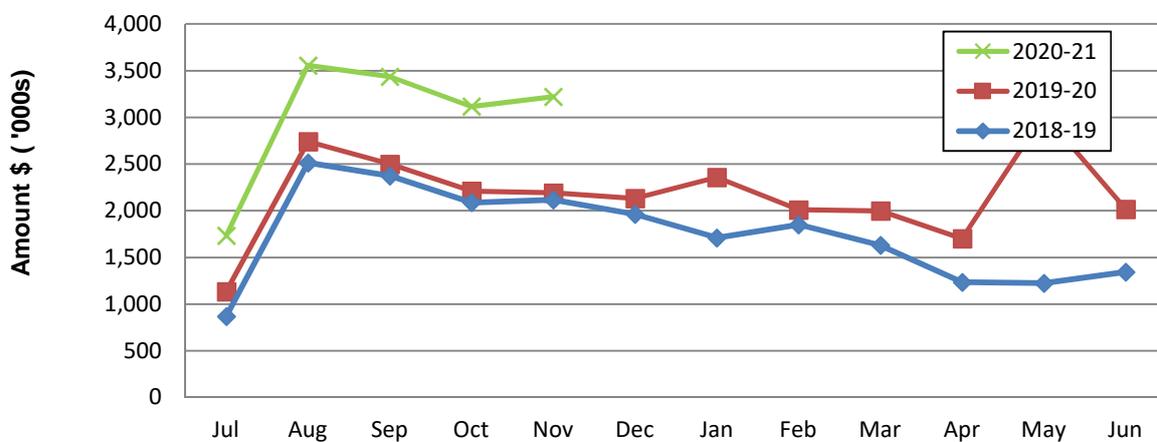
Reporting Program	Var. \$	Var. %	Var.	Timing/ Permanent	Explanation of Variance
Operating Revenues	\$	%			
Governance	(1,976)	(57.85%)			
General Purpose Funding - Other	(1,757)	(0.46%)			
Law, Order and Public Safety	5,414	9.47%			
Housing	(856,963)	(76.66%)	▼	Timing	Income not yet received for WSAHA grant
Community Amenities	39,734	26.01%	▲	Timing	Increase in cemetery fees, planning fees
Recreation and Culture	5,895	101.90%			
Transport	268,617	115.51%	▲	Permanent	Increase in RRG Grant
Economic Services	(142,765)	(82.17%)	▼	Timing	Income not yet received - LRCI- Received Dec 2020
Other Property and Services	20,157	119.52%	▲	Timing	Higher Private Works Charges
Operating Expense					
Governance	60,668	24.38%	▼	Timing	Various Account costs down - Staff Training, Consultancy fees, Office Equipment
General Purpose Funding	6,012	16.88%	▼	Timing	Various Account Costs down-Bank fees, Valuation expenses
Law, Order and Public Safety	25,144	22.90%	▼	Timing	Depreciation not yet run until after finalisation of Annual Report, Fire Control Expenses lower.
Health	4,391	37.60%			
Education and Welfare	6,580	62.28%	▼	Timing	Costs Down - Donations, CDO projects. Depreciation not yet run until after finalisation of Annual Report
Housing	560,113	91.50%	▼	Timing	Depreciation not yet run until after finalisation of Annual Report.WSAHA Grant expenses
Community Amenities	30,610	19.69%	▼	Timing	Depreciation not yet run until after finalisation of Annual Report
Recreation and Culture	195,076	43.46%	▼	Timing	Various Account Costs down - Arts & Crafts Building maintenance lower, library building maintenance. Depreciation not yet run until after finalisation of Annual Report
Transport	1,513,480	80.73%	▼	Timing	Depreciation not yet run until after finalisation of Annual Report. Bridges & culverts costs lower, Street Cleaning costs down
Economic Services	57,476	42.86%	▼	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	(18,635)	(37.42%)	▲	Timing	Fuel costs lower, Tools yet to be bought, Tyres not yet purchased, Depreciation not yet run until after finalisation of Annual Report
Capital Revenues					
Grants, Subsidies and Contributions	(195,807)	(24.75%)	▼	Timing	Housing income not yet received
Proceeds from Disposal of Assets	495	1.43%			
Capital Expenses					
Land and Buildings	305,137	72.04%	▼	Timing	Projects not yet commenced
Infrastructure - Roads	272,033	56.15%	▼	Timing	R2R Roads not yet started, Bin Road & Wickepin Pingelly road in progress
Infrastructure - Footpaths	8,335	100.00%	▼	Timing	Projects not yet commenced
Plant and Equipment	(41,767)	(278.45%)	▲	Timing	Metrocounters came in under budget, Higher cost of CEO Vehicle
Furniture and Equipment	0				
Financing					
Loan Principal	12,979	79.93%	▼		New Loan not yet commenced- Funds Received Dec

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

Note 3: NET CURRENT FUNDING POSITION

		Positive=Surplus (Negative=Deficit)		
		YTD 30 Nov 2020	30 June 2020	YTD 30 Nov 2019
		\$	\$	\$
Current Assets				
Cash Unrestricted	4	3,344,468	2,178,143	975,440
Cash Restricted	4	2,248,893	2,248,893	1,274,113
Receivables - Rates	6	121,838	29,869	73,835
Receivables -Other	6	4,625	1,710	112,223
Interest / ATO Receivable/Trust		19,678	110,221	27,693
Inventories			0	0
		5,739,501	4,568,835	2,463,304
Less: Current Liabilities				
Payables		(63,292)	(115,755)	(26,842)
Provisions		(204,819)	(220,104)	(144,743)
		(268,111)	(335,859)	(171,586)
Less: Cash Reserves	7	(2,248,893)	(2,248,893)	(1,274,113)
Net Current Funding Position		3,221,476	1,984,084	1,017,605

Note 3 - Liquidity Over the Year



Comments - Net Current Funding Position

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

Note 4: CASH AND INVESTMENTS

	Interest Rate	Unrestricted \$	Restricted \$	Trust \$	Total Amount \$	Institution	Maturity Date
(a) Cash Deposits							
Municipal Bank Account	0.00%	502,903			502,903	ANZ	At Call
Reserve Bank Account	0.00%		93		93	ANZ	At Call
Trust Bank Account	0.00%			15,196	15,196	ANZ	At Call
Cash On Hand	Nil	700.00			700	N/A	On Hand
(b) Term Deposits							
Municipal	0.60%	250,000			250,000	BB	08-Dec-20
Municipal	0.60%	500,000			500,000	BB	08-Apr-21
Municipal					0		
Municipal	0.20%	2,090,865			2,090,865	WA Treasury	At Call
Reserve	0.40%		2,248,800		2,248,800	ANZ	30-Jan-21
Trust	0.40%			172,644	172,644	ANZ	30-Jan-21
Total		3,344,468	2,248,893	187,840	5,781,201		

Comments/Notes - Investments

SHIRE OF WICKEPIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 November 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 Permanent Changes Opening surplus adjustment		Opening Surplus	\$	\$	\$	\$ 545
				0	0	0	

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

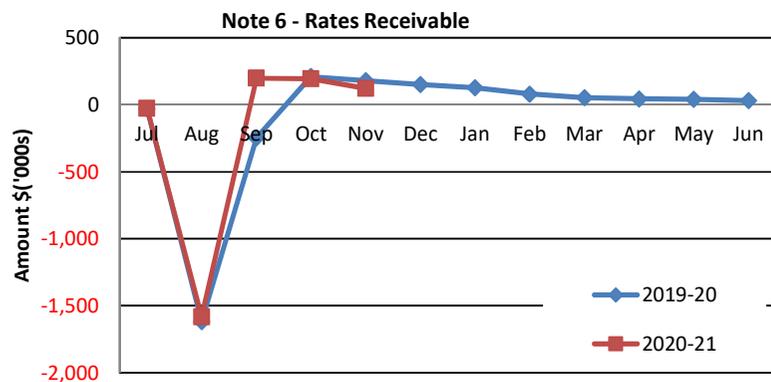
Note 6: RECEIVABLES

Receivables - Rates Receivable

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

Net Rates Collectable
 % Collected

	YTD 30 Nov 2020	30 June 2020
	\$	\$
Opening Arrears Previous Years	19,522	19,522
Levied this year	1,530,956	1,534,110
<u>Less</u> Collections to date	(1,428,640)	(1,519,102)
Equals Current Outstanding	121,838	34,530
Net Rates Collectable	121,838	34,530
% Collected	92.14%	97.78%



Comments/Notes - Receivables Rates

Receivables - General

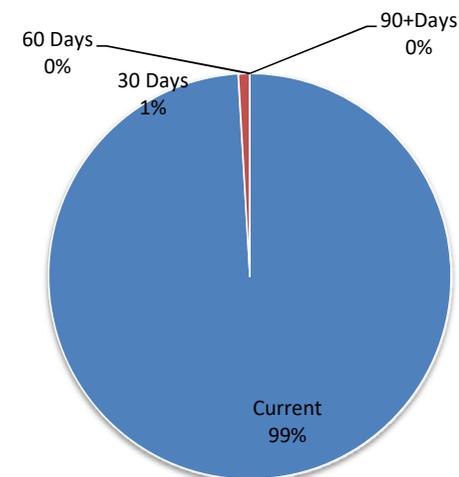
Receivables - General

Total Receivables General Outstanding

Amounts shown above include GST (where applicable)

	Current	30 Days	60 Days	90+Days
	\$	\$	\$	\$
Receivables - General	4,582	42	0	0
Total Receivables General Outstanding				4,625

Note 6 - Accounts Receivable (non-rates)



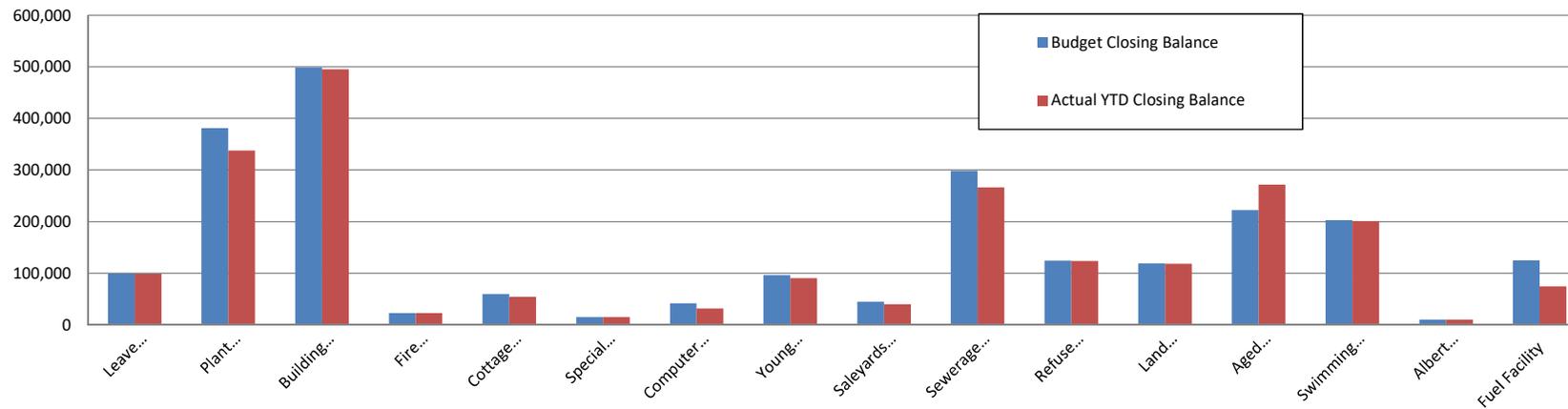
Comments/Notes - Receivables General

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

Note 8 CAPITAL DISPOSALS

Actual YTD Profit/(Loss) of Asset Disposal				Disposals	Amended Current Budget			Comments
Cost	Accum Depr	Proceeds	Profit (Loss)		YTD 30 11 2020			
					Amended Annual Budget Profit/(Loss)	Actual Profit/(Loss)	Variance	
\$	\$	\$	\$	\$	\$	\$		
				Plant and Equipment				
37,777	2,329	34,995	(453)	P0AJ Isuzu	4,052	(453)	(4,505)	
				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	
37,777	2,329	34,995	(453)		(8,623)	(453)	8,170	

Comments - Capital Disposal/Replacements

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

Note 9: RATING INFORMATION	Rate in \$	Number of Properties	Rateable Value \$	Rate Revenue \$	Interim Rates \$	Back Rates \$	Total Revenue \$	Amended Budget Rate Revenue \$	Amended Budget Interim Rate \$	Amended Budget Back Rate \$	Amended Budget Total Revenue \$
RATE TYPE											
Differential General Rate											
GRV	0.073020	194	1,751,499	127,894	364	0	128,258	127,894			127,894
UV	0.008885	278	148,803,150	1,322,116			1,322,116	1,322,278			1,322,278
Sub-Totals		472	150,554,650	1,450,010	364	0	1,450,374	1,450,172	0	0	1,450,172
	Minimum \$										
Minimum Payment											
GRV	400.00	63	158,748	25,200			25,200	25,200			25,200
UV	400.00	14	325,246	5,600			5,600	6,000			6,000
Sub-Totals		77	483,994	30,800	0	0	30,800	31,200	0	0	31,200
Ex Gratia Rates							1,481,174				1,481,372
Discount							17,190				11,734
Rates Writeoffs							(135,718)				(128,450)
							(26)				(25)
Amount from General Rates							1,362,620				1,364,631
Specified Area Rates											
Totals							1,362,620				1,364,631
Comments - Rating Information											

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

10. INFORMATION ON BORROWINGS

(a) Debenture Repayments

Particulars	Principal 1-Jul-18	New Loans	Principal Repayments		Principal Outstanding		Interest Repayments		Loan Completion Date
			Actual \$	Budget \$	Actual \$	Budget \$	Actual \$	Budget \$	
Loan 102 - WD Sports Club SS Greens	20,554		3258	6,582	17,296	20,554	411	757	17/01/2023
Loan 103 -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 November 2020

Note 11: GRANTS AND CONTRIBUTIONS

Program/Details GL	Grant Provider	Approval	2020-21 Budget	Variations Additions (Deletions)			Recoup Status	
					Operating	Capital	Received	Not Received
		(Y/N)	\$	\$	\$	\$	\$	\$
GENERAL PURPOSE FUNDING								
Grants Commission - General	WALGGC	Y	514,217	0	514,217	0	260,991	253,226
Grants Commission - Roads	WALGGC	Y	224,978	0	224,978	0	115,968	109,010
LAW, ORDER, PUBLIC SAFETY								
FESA Grant - Operating Bush Fire Brigade	Dept. of Fire & Emergency Serv.	Y	35,363	0 0	35,363	0	16,194	19,169 0
HOUSING								
WSAHA Grant	DPIRD	Y	13,158		13,158		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		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	176,487	150,582
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	1,147,601	3,338,600
Operating	Operating		2,218,966				552,248	
Non-Operating	Non-operating		2,235,640				595,353	
			<u>4,454,606</u>				<u>1,147,601</u>	

SHIRE OF WICKEPIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 November 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-Nov-20
	\$	\$	\$	\$
Housing Bonds	0.00	1,110.00	-1,110.00	0.00
Master Key Deposits	0.00	1,680.00	-1,680.00	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	304.95	-136.45	168.50
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	6,250.00	0.00	125,589.10
Miscellaneous Trust	6,374.66	1,124.00	-1,124.00	6,374.66
Yealering Bowling Club Greens	55,707.65	0.00	0.00	55,707.65
Licensing		116,093.75	-115,071.30	1,022.45
	181,471.41	126,612.70	-119,221.75	188,862.36

Level of Completion Indicators

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

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

Note 13: CAPITAL ACQUISITIONS

30/11/2020							
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)	(405,458)	(108,072)	(297,386)		
Other Housing Total		(1,351,526)	(405,458)	(108,072)	(297,386)		
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)	(7,710)	0	(7,710)		
Yealering Hall - Ramp	CLPH2	(7,000)	0	(10,373)	10,373		
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)	(7,710)	(10,373)	2,663		
Transport							
DEPOT - CAR PORT		(25,000)	(10,415)	0	(10,415)		
Transport Total		(25,000)	(10,415)	0	(10,415)		
Land and Buildings Total		(2,227,626)	(423,583)	(118,446)	(305,137)	0	
Footpaths							
Transport							
FOOTPATHS	LFP1	(20,000)	(8,335)	0	(8,335)		
Transport Total		(20,000)	(8,335)	0	(8,335)	0	
Footpaths Total		(20,000)	(8,335)	0	(8,335)	0	
Plant , Equip. & Vehicles							
Governance							
CEO VEHICLE		(91,000)	0	(43,377)	43,377	0	
Governance Total		(91,000)	0	(43,377)	43,377	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)	0	
Colorado S/Cab Ute	6034	(42,000)	0	0	(42,000)	0	
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)	0	
Transport Total		(442,000)	(15,000)	(13,391)	(428,609)	0	
Plant , Equip. & Vehicles Total		(534,000)	(15,000)	(56,767)	(165,232)	0	
Infrastructure Other							
Community Amenity							
Card Swipe Wickepin Tip Gates	3824	(10,000)	(4,165)	0	4,165		
Relocation Waste Oil	3534	(14,000)	(5,835)	0	5,835		
Community Amenity Total		(24,000)	(10,000)	0	4,165	0	
Recreation and Culture							
PUMP & BORE - OVAL WATER	RETU	(30,000)	(12,500)	0	(30,000)		
WICKEPIN OVAL LIGHTS	WKLI	(35,000)	0	0	(35,000)		
SWIMMING POOL - EXPANSION JOINTS	LSP3	(70,000)	(29,165)	0	(70,000)		
HARRSIMITH DAM	3988	(23,000)	0	0	0		
LIMESTONE WALL - TANKS WICKEPIN OVAL	WLC1	(8,000)	0	(1,243)	(6,757)		
Recreation And Culture Total		(166,000)	(41,665)	(1,243)	(141,757)	0	
Economic Services							
Standpipe Controllers	7104	(45,000)	(45,000)	0	0		
Economic Services Total		(45,000)	0	0	(45,000)	0	
Infrastructure Other Total		(135,000)	(51,665)	(1,243)	4,165	0	
Roads							
Transport Regional Road Group							
Pingelly Wickepin Road	RG003	(366,200)	(152,585)	(47,090)	(319,110)		
Bin Road	RG086	(351,420)	(146,785)	(160,527)	(190,893)	0	
Regional Road Group Total		(717,620)	(299,370)	(207,617)	(510,003)	0	
Transport Roads to Recovery							
84 Gate Road	R2R031	(57,190)	(23,830)	0	(23,830)	0	
Toolibin North Road	R2R010	(80,470)	(33,530)	(4,800)	(28,730)	0	
Tincurrin North Road	R2R011	(95,835)	(39,930)	0	(39,930)	0	
Wickepin North Road	R2015	(119,480)	(49,785)	0	(49,785)	0	
Roads to Recovery Total		(352,975)	(147,075)	(4,800)	(142,275)	0	
Council Resources Construction							
Fleay Road	C55	(44,755)	(18,650)	0	(18,650)	0	
Malyalling Road	CO036	(46,455)	(19,355)	0	(19,355)	0	
Council Resources Construction Total		(91,210)	(38,005)	0	(38,005)	0	
Roads Total		(1,161,805)	(484,450)	(212,417)	(690,282,993)	0.00	
Capital Expenditure Total		(4,177,431)	(983,033)	(388,873)	(1,384,823)	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:	10 December 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 November 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 November 2020.

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

Alco hut bathroom addition at Lot 60 (No. 30) Roberts Street, Yealering

Upcoming Council Agenda for December 2020

Nil

Referrals & Subdivision clearances

Nil

BUILDING SURVEYORS REPORT

There were (1) Building related projects for the month of November 2020

Building type	Building Permit no	Approval date	Unique property identifier	Lot number	Street number	Street name	Suburb name	Building work	Value	Owner's name	Builder's name
Building Permit	WK2021002	24/01/20	A6326		29	Henry St	Wickepin	Conversion of a Church to a Dwelling	\$50,000	Aoning Li	Aoning Li

ENVIRONMENTAL HEALTH OFFICERS REPORT

- 1) The WA Government has announced that the *Closure and Restriction (Limit the Spread) Directions (No9)* became effective from 5 December 2020, with the current phase 4 Directions remaining in place at this stage. The current Directions No. 9 require all premises where people gather, especially if indoors and seated to record their contact details either on paper or by a QR (Quick Response) Code. This is in preparation for the state borders reopening and in preparation for a second wave of the virus;
- 2) Prepared the report to Australian Bureau of Statistics (ABS) for their Water Supply and Sewerage Services survey 2020 (WSSS) for the town of Wickepin;
- 3) Completed and submitted the report on Class exemption for small LG sewerage/non-potable water services to DWER; and provided comments to the Department of Health (DoH) on the application, by the Kaolin mine, for an apparatus for the treatment of sewage (septic tank application). It is estimated that the waste water system will generate quantities of effluent greater than 540 litres of waste water per day and as such the shire is unable to approve the application under the Health (treatment and Disposal of Effluent and Liquid Waste) Regulations 1974.

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

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

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

Recommendations:

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

Voting Requirements: Simple majority.

Governance, Audit and Community Services

10.2.04 – CEO Annual Leave

Submission To:	Ordinary Council
Location/Address:	Whole Shire
Name of Applicant:	Mark Hook, Chief Executive Officer
File Reference:	Personnel File
Author:	Mark Hook, Chief Executive Officer
Disclosure of any Interest:	Financial Mark J Hook, Chief Executive Officer is author of report
Date of Report:	3 December 2020

Enclosure/Attachments: Nil

Summary:

Council is being requested to allow the Chief Executive Officer to take Leave from Monday 4 January 2021 to 29 January 2021.

Background:

The Chief Executive Officer wishes to apply to Council for annual leave from Monday 4 January 2021 to 29 January 2021

Comments:

The Chief Executive officer is entitled to four weeks' annual leave and one executive day per month under his current contract.

Statutory Environment: Local Government Act 1995, CEO Contract

Policy Implications:

2.1.18 ACTING CHIEF EXECUTIVE OFFICER

OBJECTIVE: Set down guidelines for the employment of an Acting CEO.

Prior to taking annual or other leave; the CEO must appoint an Acting CEO for the period of leave to ensure there is a designated officer responsible for the operations of Council.

When employed in the position of Acting CEO, the employee will be:

- *advised in writing by either the CEO, where the CEO delegates the position to the employee or by the Shire President where Council delegates the position to the employee;*
- *paid at the salary level of the CEO for the term of the appointment; and*
- *subject to all the other existing conditions of employment.*

Financial Implications: Nil - allowed for in Budget

Strategic Implications: Nil

Recommendations:

That council allow the Chief Executive Officer to take leave from Monday 4 January 2021 to 29 January 2021.

Voting Requirements: Simple majority.

GOVERNANCE, AUDIT AND COMMUNITY SERVICES**10.2.05 – Council & Committee Meeting Dates 2021**

Submission To:	Ordinary Council
Location / Address:	Whole Shire
Name of Applicant:	Lara Marchei, Executive Support Officer
File Reference:	CM.PLA.404
Author:	Lara Marchei, Executive Support Officer
Disclosure of any Interest:	Nil
Date of Report:	10 December 2020

Enclosure/Attachments: Nil

Background:

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

Summary:

Council is being requested to adopt the proposed 2021 meeting dates.

Comments:

Following is the proposed meeting dates for 2021:

Council Meetings

	Day	Date	Time
Council	Wednesday	February 17, 2021	3.30pm
Council	Wednesday	March 17, 2021	3.30pm
Council	Wednesday	April 21, 2021	3.30pm
Council	Wednesday	May 19, 2021	3.30pm
Council	Wednesday	June 16, 2021	3.30pm
Council	Wednesday	July 21, 2021	3.30pm
Council	Wednesday	August 18, 2021	3.30pm
Council	Wednesday	September 15, 2021	3.30pm
Council	Wednesday	October 20, 2021	3.30pm
Council	Wednesday	November 17, 2021	3.30pm
Council	Wednesday	December 15, 2021	3.30pm

Governance Audit & Community Services Committee

Committee	Day	Date	Time
Governance	Wednesday	February 17, 2021	1.30pm
Governance	Wednesday	June 16, 2021	1.30pm
Governance	Wednesday	November 17, 2021	1.30pm
Governance	Wednesday	December 15, 2021	1:30pm

Townscape and Cultural Planning Committee

Committee	Day	Date	Time
Townscape	Wednesday	March 3, 2021	9.30am
Townscape	Wednesday	June 2, 2021	9.30am
Townscape	Wednesday	September 1, 2021	9.30am
Townscape	Wednesday	November 3, 2021	9.30am

Lifestyle Retirement Committee

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

Albert Facey Homestead Committee

Committee	Day	Date	Time
Albert Facey	Monday	February 8, 2021	2.00pm
Albert Facey	Monday	May 3, 2021	2.00pm
Albert Facey	Monday	August 2, 2021	2.00pm
Albert Facey	Monday	November 1, 2021	2.00pm

Australia Day Committee

Committee	Day	Date	Time
Australia Day	Wednesday	September 15, 2021	12.00pm
Australia Day	Wednesday	December 15, 2021	12.00pm

Cuballing / Wickepin Joint Local Emergency Management Committee (LEMC)

Committee	Day	Date	Time
LEMC Committee	Monday	April 19, 2021	3.00pm
LEMC Committee	Monday	October 25, 2021	3.00pm

Statutory Environment:

Local Government (Administration) Regulations 1996

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

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

Local Government Act 1995

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

Subdivision 1 — Council meetings

5.3. Ordinary and special council meetings

- 1) A council is to hold ordinary meetings and may hold special meetings.

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

5.4. Calling council meetings

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

(a) if called for by either —

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

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

(b) if so decided by the council.

Policy Implications: Nil

Financial Implications: Nil

Strategic Implications: Nil

Recommendation:

That council adopts the following meeting dates for 2021:

Council Meetings

	Day	Date	Time
Council	Wednesday	February 17, 2021	3.30pm
Council	Wednesday	March 17, 2021	3.30pm
Council	Wednesday	April 21, 2021	3.30pm
Council	Wednesday	May 19, 2021	3.30pm
Council	Wednesday	June 16, 2021	3.30pm
Council	Wednesday	July 21, 2021	3.30pm
Council	Wednesday	August 18, 2021	3.30pm
Council	Wednesday	September 15, 2021	3.30pm
Council	Wednesday	October 20, 2021	3.30pm
Council	Wednesday	November 17, 2021	3.30pm
Council	Wednesday	December 15, 2021	3.30pm

Governance Audit & Community Services Committee

Committee	Day	Date	Time
Governance	Wednesday	February 17, 2021	1.30pm
Governance	Wednesday	June 16, 2021	1.30pm
Governance	Wednesday	November 17, 2021	1.30pm
Governance	Wednesday	December 15, 2021	1:30pm

Townscape and Cultural Planning Committee

Committee	Day	Date	Time
Townscape	Wednesday	March 3, 2021	9.30am
Townscape	Wednesday	June 2, 2021	9.30am
Townscape	Wednesday	September 1, 2021	9.30am
Townscape	Wednesday	November 3, 2021	9.30am

Lifestyle Retirement Committee

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

Albert Facey Homestead Committee

Committee	Day	Date	Time
Albert Facey	Monday	February 8, 2021	2.00pm
Albert Facey	Monday	May 3, 2021	2.00pm
Albert Facey	Monday	August 2, 2021	2.00pm
Albert Facey	Monday	November 1, 2021	2.00pm

Australia Day Committee

Committee	Day	Date	Time
Australia Day	Wednesday	September 15, 2021	12.00pm
Australia Day	Wednesday	December 15, 2021	12.00pm

Cuballing / Wickepin Joint Local Emergency Management Committee (LEMC)

Committee	Day	Date	Time
LEMC Committee	Monday	April 19, 2021	3.00pm
LEMC Committee	Monday	October 25, 2021	3.00pm

Voting Requirements: Simple majority.

GOVERNANCE, AUDIT AND COMMUNITY SERVICES**10.2.06 – Wickepin Football Club**

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:	10 December 2020

Enclosure/Attachments: Nil

Summary:

Council is being requested to allow the Wickepin Football Club to place a coffee machine at the Wickepin Community Centre.

Background:

Council has received the following request from the Wickepin Football Club.

Dear Mark.

On behalf of the Wickepin Football Club, we wish to request permission to purchase a portable coffee machine to be placed in the Wickepin Community Centre Kitchen.

Currently the Wickepin Football Club serve instant coffee but believe it would be a good fundraiser for the club to purchase a café style coffee machine to serve to patrons on game day.

It is still undecided if the club would purchase their own coffee machine or hire one from the Narrogin Hockey Association. If the Club were to purchase their own, we would ask if it could be stored in one of the store rooms at the Community Centre. If we were to hire one then it would be returned to the Narrogin Hockey Association at the end of each season.

Please feel free to contact me with and queries you may have and I look forward to your reply.

Mark Hook

Comments:

This matter was discussed some time ago by council but the CEO has not been able to find the matter in the council minutes.

The Wickepin Football Club did have the Narrogin Hockey Club Coffee machine at the reduced 2020 season and the second semi-final.

The CEO can see no issues with the coffee machine at the Wickepin Community Centre as long as the Wickepin Football Club take full responsibility for the machine and ensure it is stored out of the kitchen when not being used by the Wickepin Football Club.

Statutory Environment: Nil

Policy Implications: Nil

Financial Implications: No cost to the Shire of Wickepin

Strategic Implications: Nil

Recommendations:

That permission be granted to the Wickepin Football Club to have a coffee machine at the Wickepin Community Centre during the football season on the following grounds:

1. Wickepin Football Club to take full responsibility for the machine.
2. Wickepin Football Club to store the coffee machine when not in use by the Wickepin Football Club.

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.CO.U.5
Author:	Julie Russell, President
Disclosure of any Interest:	Nil
Date of Report:	10 December 2020

On Friday November 27 CEO Mark and myself attended the Central Country Zone meeting held at the Lake Grace Sports Pavilion where representatives from WALGA, Main Roads, Wheatbelt Development Commission and RDA Wheatbelt addressed the attendees of the meeting. The Central Country Zone Constitution and Standing Orders were reviewed and endorsed and meeting dates for 2021 have been set.

Friday 4 December saw the annual Wickepin Shire sponsored event, the Senior Citizen's Christmas Lunch, be held at the Wickepin Community Centre where approximately 53 guests celebrated the upcoming Festive Season with their friends and acquaintances and enjoyed a hot roast Christmas lunch followed by delicious dessert. Christmas raffles and activities followed and the crowd was entertained by Frank Heffernan who recited two of his most recently scribed bush poems.

Many Thanks to Council for allowing the event to happen and to the fantastic volunteer team who put aside their time to make the day a wonderful one for the older residents of our shire.

On Thursday 10 December I attended the Wickepin Primary School end of year presentations where I presented the Year 1 and 2 Student Awards, sponsored by the Wickepin Shire. Due to Covid-19 area restrictions, the awards evening was held at the school, outside on the netball court, using the verandah as the stage. Thankfully the weather was kind and the event was enjoyed by all. Thank you to Councillor Allan who will be the Council Representative at the Yealering Primary School end of year presentations on Wednesday December 16.

Congratulations to all of the Award Recipients and to all of the school staff, students and parents on a wonderful year's work given the circumstances of Covid-19 restrictions throughout the year, which necessitated "home schooling" by parents at times, which was overseen by the diligent teaching staff.

It is great to see progress happening on the building site of the Independent Living Units in Johnston Street with the site works being developed. We are all looking forward to seeing the buildings being constructed in the new year.

Friday 18 December will be the annual year-end Christmas Celebration of Council Staff, a great evening for all to reflect on the past year's achievements and to look forward to the challenges of the year to come.

A big thank you to all of our staff for accomplishing a wonderful year's work. Although we have seen a few challenges throughout the year with regards to the world-wide COVID-19 pandemic, outcomes have still been achieved that council has set direction towards, and everyone is to be congratulated on a commendable effort throughout the year.

Thank you also to fellow councillors for your wonderful efforts and support throughout the year.

Merry Christmas and a safe and Happy New Year to all.



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:	10 December 2020

DOT LICENSING AGREEMENT

The CEO has signed the DOT agreement extending the contract to 30 June 2021.

COVID 19

As of 6 December 2020 the State Government has imposed Mandatory Contact Registers for some of council's building as per the following update from the Department of Health.

To keep all Western Australians safe, some businesses and venues must maintain a contact register of patrons, staff, visitors and contractors for COVID-19 contact tracing, if required. The businesses affected are:

- food and licensed venues (restaurants, cafés, bars, pubs, taverns, nightclubs)
- gyms, indoor sporting centres, wellness centres, health clubs and fitness centres
- indoor play centres
- saunas and bathhouses
- swimming pool, both indoors and outdoors
- places of worship, and funeral parlours
- beauty and personal care services (hairdressers, barbers, nail salons, tattoo parlours, spa and massage parlours)
- galleries and museums
- cinemas, theatres and other entertainment venues (casino, gaming or gambling venues)
- auction houses and real estate inspections
- community facilities, libraries and halls
- zoos and amusement parks
- function Centres
- hotels, motels, campgrounds or other accommodation facilities that ordinarily have check-in arrangements
- boarding schools or residential colleges (not including residents)
- adult entertainment premises (strip clubs, brothels and sex on premises venues).

Details required are location, date, name, telephone number and arrival time. Email addresses are optional.

WA's controlled interstate border

Following updated advice from the Chief Health Officer, Premier Mark McGowan has announced that, travel from Victoria and New South Wales will be classified as 'very low risk' as of Tuesday, December 8. Western Australia's controlled interstate border will be safely adjusted, with travel from Victoria and New South Wales to be permitted into WA with the following conditions:

- completion of a G2G Pass declaration, stipulating they do not have any COVID-19 symptoms and which jurisdictions the traveller has been in over the previous 14 days;
- all Perth Airport arrivals to undergo a health screening and temperature test on arrival;

- travellers to be prepared to take a COVID-19 test at the airport COVID clinic, if deemed necessary by a health clinician (voluntary asymptomatic testing available for all airport arrivals);
- all travellers to receive a SMS health check reminder one week into their stay in WA; and
- land arrivals to be met at the border checkpoint, for a health screening and to have their G2G Pass declaration checked.

Other jurisdictions currently in the 'very low risk' category include the Australian Capital Territory, Queensland, Northern Territory and Tasmania.

The Premier has also announced that from this Friday, December 11, South Australia will be reclassified to 'low risk' from its current medium risk classification, subject to no further community outbreaks. This means travellers from SA will be permitted to enter under the 'low risk' classification, however are required to comply with these additional conditions:

- take a COVID-19 test at the airport COVID clinic, if deemed necessary by a health clinician (voluntary asymptomatic testing available for all airport arrivals);
- self-quarantine for 14 days in a suitable approved premise; and
- present for a COVID-19 test on day 11

STAFF

The following advert has been placed in The West Australian, the Narrogin Observer and various websites.



COMMUNITY DEVELOPMENT OFFICER

An opportunity exists for an enthusiastic, self-motivated person to fill the position of Community Development Officer at the Shire of Wickepin for three days per week.

Remuneration will be based on the Local Government Industry Award 2010 starting at a Level 3 up to Level 5 depending on qualifications and experience.

For information on how to apply, please contact the Shire Office on 9888 1005 or email eso@wickepin.wa.gov.au. Details are also available on the Shire of Wickepin website www.wickepin.wa.gov.au.

Applications close with the undersigned Friday 29 January 2021 at 4.00pm and should be addressed 'Private & Confidential.'

Mark Hook
Chief Executive Officer
Shire of Wickepin
PO Box 19
Wickepin 6370

OFFICE CLOSURE - CHRISTMAS BREAK

The trading hours for 2020/2021 Christmas period as adopted by Council are 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

To all councillors and staff a Merry Christmas and Happy New Year and on behalf of the staff, thank you all for a great 12 months.

ANNUAL SENIORS CHRISTMAS DINNER

I was able to attend the annual senior's Xmas lunch. The Annual Seniors Christmas party was well attended and went very well. Thank you to all the volunteers that helped on the day to make this annual event a very pleasant day.

BUDGET ITEMS

The CEO has authorised the following works under purchase orders within the 2020/2021 adopted budget:

1. BKS Electrical - replace lights at Wickepin Sports Ground \$44,000
2. BKConstruction – replace Wickepin Hall Roof \$ 19,991.40
3. Michael Ranieri - Yealering Golf Club ceiling and roof flashing repairs \$2,829.60
4. Michael Ranieri - Yealering Bowling Club repair eaves and flashings \$4,889.00
5. GS & B Madej – Repoint brick work repair footings \$12,540

MEETINGS ATTENDED

November 2020	
27	WALGA CCZ Lake Grace with Cr Russell
December 2020	
4	Seniors Christmas Luncheon

DELEGATIONS

No.	Delegation Name	Delegation To	Delegation Exercised	When Exercised	Persons Affected
A1	Cheque Signing and Account Authorisation	CEO	Payment of Accounts Refer to FM report item 10.2.01 List of Accounts		CEO, FM
A2	Septic Tank Application Approvals	EHO			
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	Facey Group	16/11/20	
A13	Hire of Community Halls / Community Centre	CEO	Yealering Hall – Christian Camp Feb 2021 WCC – Wickepin CRC March 2021 WCC – Wickepin P&C	17/11/20 25/11/20 03/12/20	
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 10 December 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.