



A Fortunate Place

Shire of Wickepin

Agenda

# Ordinary Meeting of Council

Council Chambers, Wickepin

# 15 September 2021



### Notice of an Ordinary Meeting of Council

Please note that the next ordinary meeting of Council of the Shire of Wickepin will be held on 15 September 2021 at Council Chambers, Wickepin, commencing at 3.30pm.

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

Mark Hook  
Chief Executive Officer

10 September 2021

#### Time Table

12.00pm	Lunch
12.30pm	Australia Day Committee Meeting
1.00pm	Forum
3.00pm	Afternoon Tea
3.30pm	Ordinary Council Meeting

#### **Disclaimer**

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

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



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

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

<b>1. ATTENDANCE, APOLOGIES AND LEAVE OF ABSENCE (PREVIOUSLY APPROVED)</b> .....	<b>6</b>
<b>2. PUBLIC QUESTION TIME</b> .....	<b>6</b>
<b>3. APPLICATIONS FOR LEAVE OF ABSENCE/APOLOGIES</b> .....	<b>6</b>
<b>4. PETITIONS, MEMORIALS AND DEPUTATIONS</b> .....	<b>6</b>
<b>5. DECLARATIONS OF COUNCILLOR’S AND OFFICER’S INTEREST</b> .....	<b>6</b>
<b>6. CONFIRMATION OF MINUTES</b> .....	<b>6</b>
<b>7. RECEIVAL OF MINUTES</b> .....	<b>6</b>
<b>7.1 TOWNSCAPE &amp; CULTURAL PLANNING COMMITTEE</b> .....	<b>7</b>
<b>8. STATUS REPORT</b> .....	<b>29</b>
<b>9. NOTICE OF MOTIONS OF WHICH NOTICE HAS BEEN GIVEN</b> .....	<b>30</b>
<b>10. RECEIPT OF REPORTS &amp; CONSIDERATION OF RECOMMENDATIONS</b> .....	<b>30</b>
<b><u>TECHNICAL SERVICES</u></b>	
10.1.01 MANAGER WORKS AND SERVICES’ REPORT .....	31
10.1.02 TENDER RFT 03-2021/22 SUPPLY AND LAY OF BITUMINOUS PRODUCTS.....	33
10.1.03 TENDER – RFT 06-2021/22 SUPPLY AND LAY OF ASPHALT.....	44
10.1.04 ACCEPTANCE TENDER 07 2021/2022 PROVISION REFUSE RECYCLING COLLECTION.....	51
<b><u>GOVERNANCE, COMMUNITY &amp; AUDIT SERVICES</u></b>	
10.2.01 LIST OF ACCOUNTS.....	55
10.2.02 FINANCIAL REPORT .....	61
10.2.03 DEVELOPMENT & REGULATORY SERVICES .....	90
10.2.04 TOWNSCAPE & CULTURAL PLANNING COMMITTEE RECOMMENDATIONS .....	93
10.2.05 RESERVE 35909 – PARK LANDS.....	95
10.2.06 OFFICIAL OPENING WOGOLIN RECREATION AREA.....	98
10.2.07 SHIRE OF NARROGIN DRAFT LOCAL PLANNING SCHEME NO 3.....	100
<b>11. PRESIDENT’S REPORT</b> .....	<b>102</b>
<b>12. CHIEF EXECUTIVE OFFICER’S REPORT</b> .....	<b>103</b>
<b>13. NOTICE OF MOTIONS FOR THE FOLLOWING MEETING</b> .....	<b>109</b>
<b>14. REPORTS AND INFORMATION</b> .....	<b>109</b>
<b>15. URGENT BUSINESS</b> .....	<b>109</b>
<b>16. CLOSURE</b> .....	<b>109</b>

**Agenda of an Ordinary Meeting of Council held in Council Chambers, Wickepin  
Wednesday 15 September 2021 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	Sarah Hyde
Councillor	John Mearns
Councillor	Fran Allan
Councillor	Nathan Astbury
Councillor	Allan Lansdell

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

### **Leave of Absence (Previously Approved)**

### **Apologies**

## **2. Public Question Time**

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

## **4. Petitions, Memorials and Deputations**

Helen Morton - Silver Chain Pingelly

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

## **6. Confirmation of Minutes**

Ordinary meeting of council – 18 August 2021

### **Moved / Seconded**

That the minutes of the Ordinary meeting of council held on Wednesday 18 August 2021 be confirmed as a true and correct record.

### **Carried /**

## **7. Receipt of Minutes**

## RECEIVAL OF MINUTES

### 7.1 Townscape & Cultural Planning Committee

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<b>Submission To:</b>	<b>Ordinary Council</b>
<b>Location/Address:</b>	<b>Whole Shire</b>
<b>Name of Applicant:</b>	<b>Mel Martin, Executive Support Officer</b>
<b>File Reference:</b>	<b>CR.MEE.206</b>
<b>Author:</b>	<b>Mel Martin, Executive Support Officer</b>
<b>Disclosure of any Interest:</b>	<b>Nil</b>
<b>Date of Report:</b>	<b>7 September 2021</b>

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

Minutes of the Townscape & Cultural Planning Committee meeting held on Wednesday 1 September 2021.

#### **Background:**

The Townscape & Cultural Planning Committee meeting was held on Wednesday 1 September 2021.

#### **Summary:**

Council is being requested to receive the Townscape & Cultural Planning Committee meeting minutes held on Wednesday 1 September 2021.

#### **Comments:**

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

#### **Statutory Environment:**

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

**Policy Implications:** Nil

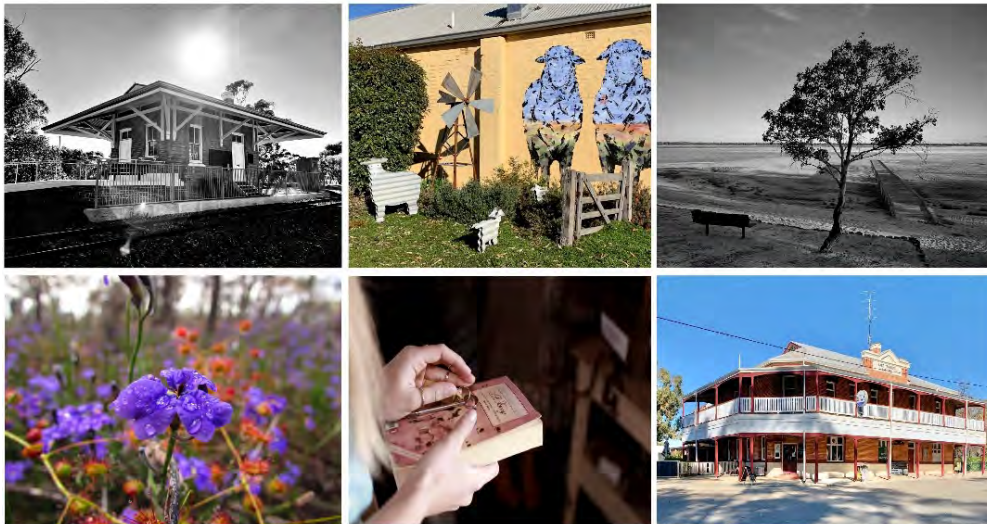
**Financial Implications:** Nil

**Strategic Implications:** Nil

#### **Recommendations:**

That the minutes for the Townscape & Cultural Planning Committee meeting held on Wednesday 1 September 2021 be received.

**Voting Requirements:** Simple majority.



A Fortunate Place

Shire of Wickepin

# Minutes

Townscape & Cultural Planning Committee  
Council Chambers, Wickepin

# 1 September 2021





## Notice of a Townscape and Cultural Planning Committee Meeting

Please note that the next Townscape and Cultural Planning Committee Meeting of the Shire of Wickepin will be held on Wednesday 1 September 2021 at Council Chambers, Wickepin, commencing at 9.30am.

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

Mark J Hook  
Chief Executive Officer

27 August 2021

### Disclaimer

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

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## Terms of Reference

### 1. Name

Townscape and Cultural Planning Committee

### 2. Members

Cr Fran Allan  
Cr Allan Lansdell  
Cr John Mearns  
Kym Smith  
Sue Astbury  
Ted Astbury  
Tim Cowcher  
Kevin Coxon  
Annika Miller

### 3. Objectives

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

The Townscape and Cultural Planning Committee has no delegated authority.

The main functions of the Committee are to:

1. *Receive reports from the Chief Executive Officer and appropriately delegated officers.*
2. *Consider the material in the reports from the Chief Executive Officer and appropriately delegated officers.*
3. *Formulate recommendations to the Ordinary Council Meeting.*
4. *To represent to the Council the views of the community regarding Townscape and Cultural Planning.*
5. *To represent the Council's position in regards to Townscape and Cultural Planning to regulatory bodies and interest groups/committees.*
6. *To assist the Wickepin Council in developing a Townscape and Cultural Planning strategy.*

### 4. Scope/Jurisdiction

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

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

### 5. Appointment of Committee Members

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

## 6. Appointment of Committee Chair

A chairperson is appointed every second year at the first Townscape and Cultural Planning Committee meeting after the Local Government elections by the committee members.

## 7. Meeting Frequency

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

Meeting dates for 2021 are as follows:

Day	Date	Time
Wednesday	3 March	9.30am
Wednesday	2 June	9.30am
Wednesday	1 September	9.30am
Wednesday	3 November	9.30am

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



## QUESTIONS FROM THE PUBLIC

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**Table of Contents**

<b>1.</b>	<b>ATTENDANCE, APOLOGIES AND LEAVE OF ABSENCE (PREVIOUSLY APPROVED) .....</b>	<b>8</b>
<b>2.</b>	<b>PUBLIC QUESTION TIME .....</b>	<b>8</b>
<b>3.</b>	<b>APPLICATIONS FOR LEAVE OF ABSENCE/APOLOGIES.....</b>	<b>8</b>
<b>4.</b>	<b>PETITIONS, MEMORIALS AND DEPUTATIONS.....</b>	<b>8</b>
<b>5.</b>	<b>DECLARATIONS OF MEMBERS' AND OFFICERS' INTEREST.....</b>	<b>8</b>
<b>6.</b>	<b>CONFIRMATION OF MINUTES.....</b>	<b>8</b>
<b>7.</b>	<b>STATUS REPORT .....</b>	<b>9</b>
<b>8.</b>	<b>NOTICE OF MOTIONS OF WHICH NOTICE HAS BEEN GIVEN .....</b>	<b>9</b>
<b>9.</b>	<b>RECEIPT OF REPORTS &amp; CONSIDERATION OF RECOMMENDATION .....</b>	<b>9</b>
<b>9.1 –</b>	<b>BLUE TREE - WICKEPIN .....</b>	<b>10</b>
<b>9.2 –</b>	<b>INFORMATION BOARD - TANK ROAD.....</b>	<b>13</b>
<b>9.3 –</b>	<b>INFORMATION BOARD - WOGOLIN ROAD.....</b>	<b>16</b>
<b>9.4 –</b>	<b>MURAL - COMMUNITY RESOURCE CENTRE BUILDING.....</b>	<b>18</b>
<b>11.</b>	<b>REPORTS &amp; INFORMATION.....</b>	<b>20</b>
<b>11.1</b>	<b>OTHER MATTERS RAISED BY MEMBERS.....</b>	<b>20</b>
<b>12.</b>	<b>URGENT BUSINESS .....</b>	<b>21</b>
<b>13.</b>	<b>CLOSURE .....</b>	<b>21</b>

**Minutes of a Townscape and Cultural Planning Committee Meeting held in Council Chambers,  
Wickepin, Wednesday 1 September 2021 at 9.30am**

**As there was no Chairperson the CEO declared the meeting open at 9.30 am.**

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

Fran Allan	Councillor
John Mearns	Councillor
Tim Cowcher	Member
Kevin Coxon	Member
Annika Miller	Member
Libby Heffernan	Observer
Mark Hook	Chief Executive Officer
Mel Martin	Executive Support Officer

**Apologies**

Kym Smith	Member
Sue Astbury	Member
Ted Astbury	Member

**Leave of Absence (Previously Approved)**

**2. Public Question Time**

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

**4. Petitions, Memorials and Deputations**

**4.1 Election of Chairperson**

**Moved T Cowcher / Seconded A Miller**

The CEO called for nominations for Chairperson.

As there were no nominations for Chairperson, CEO Mr Mark Hook remain as Chairperson for this meeting and that a Chairperson be elected after the October Council Elections.

**Carried 5/0**

**5. Declarations of Members' and Officers' Interest**

**6. Confirmation of Minutes**

## Townscape and Cultural Planning Meeting – 2 June 2021

### Moved Cr F Allan / Seconded A Miller

That the minutes of the Townscape and Cultural Planning Committee held on 2 June 2021 be confirmed as a true and correct record.

Carried 5/0

## 7. Status Report

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

Subject/Action	Officer	Progress	Status	Comment
Proposed Gazebo at Facey Homestead	CEO	That the Townscape and Cultural Planning Committee Receive the letter from Caroline Coates.	✓	Letter received.
Lake Yealering Croquet Sign	CEO	That the Lake Yealering Croquet Club sign be put in the budget estimates to be replaced.	✓	In Budget sign ordered.
Information Board – Tank Road	CEO	That the Information board on Tank Road be restored and placed in the Wickepin Townsite.	○	Refer to Agenda item 9.2

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

○ = in progress    ✓ = completed    ✕ =superseded

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

## 9. Receipt of Reports & Consideration of Recommendation



## 9.1 – Blue Tree - Wickepin

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<b>Submission To:</b>	<b>Townscape &amp; Cultural Planning Committee</b>
<b>Location/Address:</b>	<b>Wogolin Road</b>
<b>Name of Applicant:</b>	<b>Mark Hook, Chief Executive Officer</b>
<b>File Reference:</b>	<b>CR.MEE.206</b>
<b>Author:</b>	<b>Mark Hook, Chief Executive Officer</b>
<b>Disclosure of any Interest:</b>	<b>Nil</b>
<b>Date of Report:</b>	<b>20 August 2021</b>

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**Enclosure/Attachments:** Nil

### **Summary:**

Townscape & Cultural Planning Committee needs to site the Blue Tree made by the Shedder Group.

### **Background:**

Council staff removed the blue tree from its current location in the main street of Wickepin, as it was inside the construction site for the new Wogolin Road Playground area. The blue tree has been moved to the Shire of Wickepin Works Depot.



### **Comments:**

The Shire staff removed the blue tree to the Shire of Wickepin Works Depot as it was inside the new Wogolin Playground Area. The Townscape & Cultural Planning Committee need to advise where to site the blue tree within the Shire of Wickepin.

Following is an extract from the blue tree website <https://www.bluetreeproject.com.au/our-story>

### WHAT IS The BLUE TREE PROJECT?

*Our mission is to help spark difficult conversations and encourage people to speak up when battling mental health concerns. By spreading the paint and spreading the message that "it's OK to not be OK", we can help break down the stigma that is still largely attached to mental health.*

#### *Spread the Paint - Spread the MESSAGE*

*More needs to be done to help people with mental health concerns. Stronger support of our professional health system is necessary so we can help people like Jayden - those brave enough to seek help. Tragically, Jayden took his life after being released from hospital twice in one day.*

*He was overlooked in an overwhelmed system which is not made for modern society mental health. With this project, we hope to raise awareness around mental wellbeing and help reduce the stigma.*

Following is an article in relation to the blue tree that was printed in the Narrogin Observer on the 16<sup>th</sup> January 2020.



**Statutory Environment:** Nil

**Policy Implications:** Nil

**Financial Implications:**

The cost of relocating the blue tree is minimal as Council staff will do the relocating.

**Strategic Implications:** Nil

**Recommendations:**

That Council site the blue tree in the following position

**Voting Requirements:** Simple majority

**Moved T Cowcher / Seconded Cr J Mearns**

That Council site the blue tree at the Williams Kondinin Road - Wickepin Corrigin Road intersection.

**Carried 5/0**

NOTE: CEO to consult the Shedders Group in relation to where the Townscape and Cultural Planning Committee have recommended to site the blue tree.

## **9.2 – Information Board - Tank Road**

<b>Submission To:</b>	<b>Townscape &amp; Cultural Planning Committee</b>
<b>Location/Address:</b>	<b>Wogolin Road</b>
<b>Name of Applicant:</b>	<b>Mark Hook, Chief Executive Officer</b>
<b>File Reference:</b>	<b>CR.MEE.206</b>
<b>Author:</b>	<b>Mark Hook, Chief Executive Officer</b>
<b>Disclosure of any Interest:</b>	<b>Nil</b>
<b>Date of Report:</b>	<b>20<sup>th</sup> August 2021</b>

---

**Enclosure/Attachments:** Nil

### **Summary:**

Townscape & Cultural Planning Committee needs to re-site the Tank Sign removed from Tank Road.

### **Background:**

At the 2 June Townscape & Cultural Planning Committee Meeting the following matter was raised and voted on.

*Cr Mearns raised concerns in relation to the information board and asked if it could be replaced and relocated to the Wickepin Town site.*

***Moved Cr J Mearns / Seconded Cr A Lansdell***

*That the Information board on Tank Road be restored and placed in the Wickepin Townsite.*

***Carried 5/0***

*At the 13 June 2021 Ordinary Meeting of Council, Council passed the following resolution.*

***Resolution No 160621-10***

***Moved Cr W Astbury / Seconded Cr Hyde***

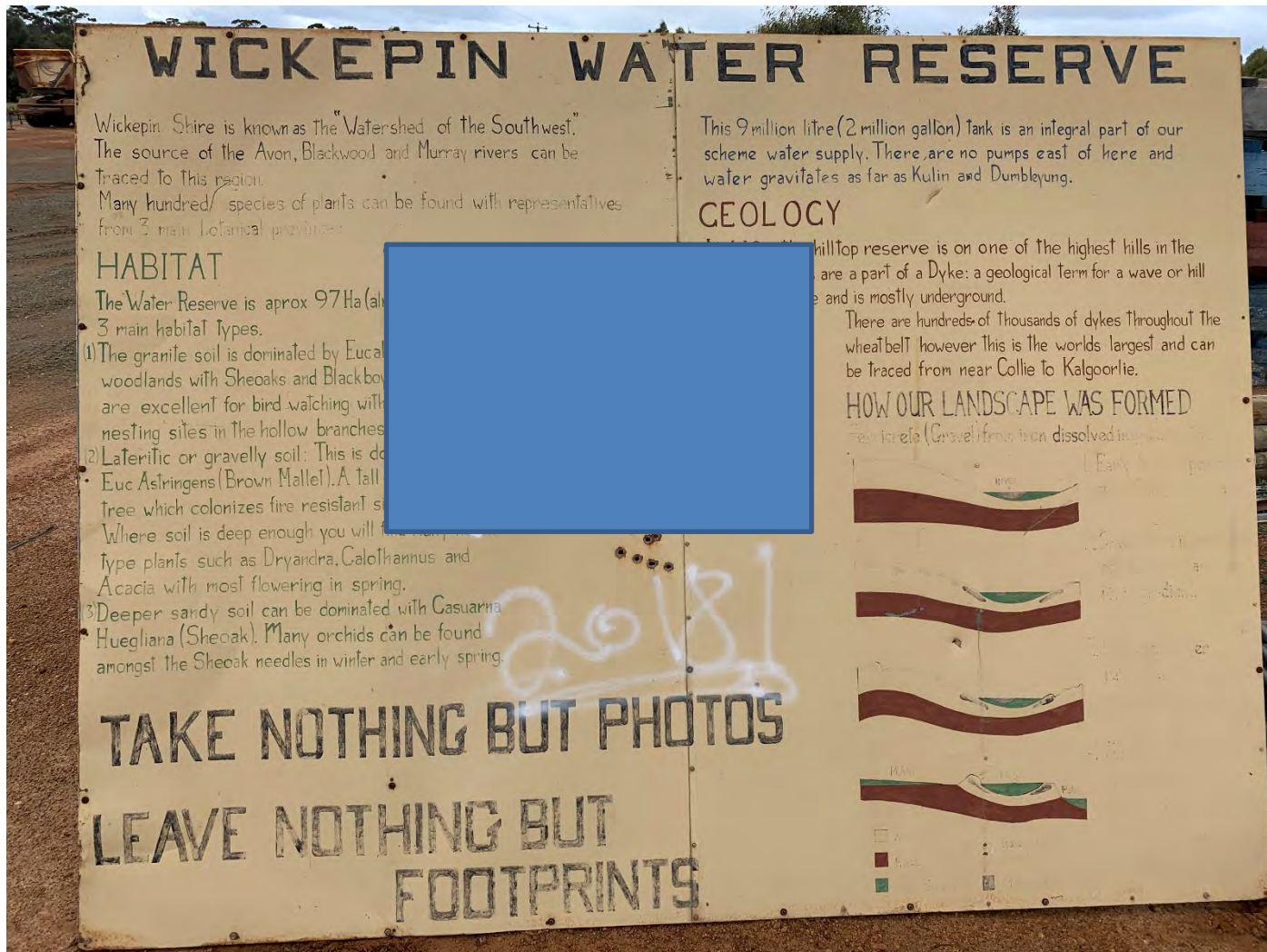
*That recommendation No. 2 regarding the Information Board on Tank Road be laid on the table.*

***Carried 7/0***



**Comments:**

Following is a current picture of the Tank Road sign the blue square is deleting the rude graffiti on the current sign.



The previous resolution was to site the sign in the Wickepin Town site. Council felt this was non-prescriptive and the actual siting of the sign needed to be set prior to any decision being made.

The CEO believes the best site for the sign would be to replace the sign in its original site, at the pull off bay on Tank Road.

There is some concern that as the sign has faded and the CEO is unable to read or copy the section of how our lands was formed, the CEO is unable to replicate the sign. The Wheatbelt NRM are helping the CEO with the new wording for the sign.

**Statutory Environment:** Nil

**Policy Implications:** Nil

**Financial Implications:** Cost of sign is approximately \$500

**Strategic Implications:** Nil

**Recommendations:**

1. That the CEO replace the sign as near as to the original and that the sign be placed back in the Tank Road information Bay.
2. That the CEO replace the sign as near as the original and that the sign be placed

**Voting Requirements:** Simple majority**Moved T Cowcher / Seconded A Miller**

That the CEO replace the sign as near as to the original and that the sign be placed back in the Tank Road information Bay.

**Carried 5/0**

### **9.3 – Information Board - Wogolin Road**

<b>Submission To:</b>	<b>Townscape &amp; Cultural Planning Committee</b>
<b>Location/Address:</b>	<b>Wogolin Road</b>
<b>Name of Applicant:</b>	<b>Mark Hook, Chief Executive Officer</b>
<b>File Reference:</b>	<b>CR.MEE.206</b>
<b>Author:</b>	<b>Mark Hook, Chief Executive Officer</b>
<b>Disclosure of any Interest:</b>	<b>Nil</b>
<b>Date of Report:</b>	<b>20 August 2021</b>

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**Enclosure/Attachments:** Nil

#### **Summary:**

Townscape & Cultural Planning Committee needs to re-site the Information Bay.

#### **Background:**

The current information has been removed as it was in the site of the new Wogolin Road Playground Landscaping areas.

#### **Comments:**

Following is a current picture of the Information Bay in its previous location.



**Statutory Environment:** Nil

**Policy Implications:** Nil

**Financial Implications:** Minor cost for relocation

**Strategic Implications:** Nil

**Recommendations:**

That the CEO place the information bay in the following location

**Voting Requirements:** Simple majority

**Moved Cr F Allan / Seconded T Cowcher**

That the Townscape and Cultural Planning Committee recommend to Council that Council does not re-site the current information board and that a new board be redesign.

**Carried 5/0**



## **9.4 – Mural - Community Resource Centre Building**

<b>Submission To:</b>	<b>Townscape &amp; Cultural Planning Committee</b>
<b>Location/Address:</b>	<b>Wogolin Road</b>
<b>Name of Applicant:</b>	<b>Mark Hook, Chief Executive Officer</b>
<b>File Reference:</b>	<b>CR.MEE.206</b>
<b>Author:</b>	<b>Mark Hook, Chief Executive Officer</b>
<b>Disclosure of any Interest:</b>	<b>Nil</b>
<b>Date of Report:</b>	<b>26 August 2021</b>

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**Enclosure/Attachments:** Nil

### **Summary:**

Townscape & Cultural Planning Committee are being requested to paint a mural on the west side wall of the Community Resource Centre wall.

### **Background:**

The CEO received the following letter from Chris Moore.

CR.MEE.206

ICR20213207

07 JUL 2021

To  
The Landscaping Committee  
Shire of Wickepin  
77 Wogolin Road  
WICKEPIN WA 6370

To Whom it Concerns:

I am writing to submit a request/idea for the "west wall" of the Wickepin Community Resource Centre Building.

It has recently had the vegetation removed from in front of it and would look great with a mural painted on it.

Hoping you can consider this idea.

Yours sincerely

*Chris Moore*

Chris Moore  
24 Johnston Street  
Wickepin WA 637  
0427801027

**Comments:**

The CEO believes that a mural painted on the west side wall of the Community Resource Centre would be an attraction and a welcoming way to enter the Townsite.

**Statutory Environment:** Nil

**Policy Implications:** Nil

**Financial Implications:**

The cost of painting a mural would be approximately \$9,000.00. There are currently no funds allocated in the 2021/22 adopted budget for this project.

**Strategic Implications:** Nil

**Recommendations:**

That a mural be painted on the west side wall of the Community Resource building and that the CEO apply for a grant to cover the costs associated with the Mural.

**Voting Requirements:** Simple majority

**Moved T Cowcher / Seconded A Miller**

That the Townscape and Cultural Planning Committee request that a mural be painted on the west side wall of the Community Resource building and that the CEO apply for a grant to cover the costs associated with the mural and the final design of the mural be bought back to the Townscape and Cultural Planning Committee for discussion.

**Carried 5/0**

## 10. Notice of Motions for the Following Meeting

### 11. Reports & Information

#### 11.1 Other matters raised by members

##### Kym Smith

The front entrance of the Yealering Town Hall requires repair work / maintenance. The front entrance of the Hall cannot be accessed for funerals etc. as the paving does not extend all the way out of the garden.

I would like to see extra paving added to join up with the path out the front.



That the CEO will assess the entrance of the Yealering Hall and report the costs between paving verses concrete.

##### John Mearns – Signage

CR Mearns requested a sign be placed at the New Wogolin Road Recreation Area detailing the history of the water tower.

Tim Cowcher suggested this information could be incorporated in the new information board.

The CEO will investigate the history of the water tank and the possibility of placing a sign at the New Wogolin Road Recreation Area.

### Annika Miller – Centenary Wall

Annika Miller commented on the disrepair of the plaques that are located on the Centenary Wall. CEO Mark Hook advised that there were funds allocated in the newly adopted budget but were removed.

CEO Mark Hook advised the Townscape and Cultural Planning Committee that they request Council to place funds in the 2022/23 budget to upgrade the current Centenary Wall.

Annika Miller also commented on the process in relation to placing a plaque on the Centenary Wall.

Note: CEO to liaise with the ESO and advertise in the Watershed and on the Shire Facebook page the opportunity to place a plaque on the Centenary Wall.

## **12. Urgent Business**

## **13. Closure**

The next Townscape and Cultural Planning Committee meeting will be held on Wednesday 3 November 2021 commencing at 9.30am.

There being no further business the Chairperson declared the meeting closed at 10.29am.

## 8. Status Report

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

Item	Subject	Officer	Council Resolution	Status	Action
1104-190820-11	Albert Facey Homestead Committee Recommendations	CEO	An inventory of all public artefacts and donations within the Shire is to be completed. A display cabinet be purchased to house the hand pieces.	○  ○	Still to be undertaken.  CDO to look at style and cost of cabinet.
1133-190521 - 12	Albert Facey Homestead Committee Recommendations	CEO	That a sign be placed at Harrismith directing people to the Albert Facey Homestead.	○	In progress.
1136-160621-10	Townscape & Cultural Planning Committee	CEO	That recommendation No. 2 regarding the Information Board on Tank Road be laid on the table.	✓	Refer to agenda item 10.2.04
1153-210721-11	Lake Yealering Progress Association – Boat Ramp Lake Yealering		That the CEO submit a planning phase application under round 26, 2021/2022 Recreational Boating Facilities Scheme for a boat ramp at Lake Yealering.	○	Application submitted 31/08/21
	Saleyard Working Group Committee Recommendations	CEO	That the CEO obtain quotes for the upgrade of the current walkways to the following standards: 1. AS5340:2020 Livestock loading/unloading ramps and forcing pens, 2. AS 1657 2018: Fixed platforms, walkways, stairways and ladders – design, construction and installation.	✓	RFQ has been advertised and close 8/10/21.
	CEO Annual Leave	CEO	That Council allow the Chief Executive Officer to take Long Service Leave from Monday 27 September 2021 to 8 October 2021 and Annual Leave from 24 December 2021 to 21 January 2022.	✓	

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

○ = in progress    ✓ = completed    ✕ =superseded

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

**10. Receipt of Reports & Consideration of Recommendations**

## TECHNICAL SERVICES

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

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<b>Submission To:</b>	<b>Ordinary Council</b>
<b>Location/Address:</b>	<b>Whole Shire</b>
<b>Name of Applicant:</b>	<b>Manager Works &amp; Services, Gary Rasmussen</b>
<b>File Reference:</b>	<b>CM.REP.1</b>
<b>Author:</b>	<b>Manager Works &amp; Services, Gary Rasmussen</b>
<b>Disclosure of any Interest:</b>	<b>Nil</b>
<b>Date of Report:</b>	<b>7 September 2021</b>

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**Enclosure/Attachments:** Nil

#### **Summary:**

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

**Background:** Nil

#### **Comments:**

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

- Water harvesting at Wickepin Caravan Park drain – on hold until November.
- WSNF Rabbit Proof Fence Rd – currently the outside staff are striping topsoil off the back slopes and widening the drainage to the formation width. The next stage will be ripping the bitumen and widening the pavement formation.

##### **Maintenance Works**

- Maintenance Grader – Colin has been spot grading damaged areas.
- Flood damage – currently have a two man crew working on the flood damage and should be on top of it by the end of the month.
- Pothole patching – ongoing.
- Signage maintenance – ongoing.

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

Lost time injury – Nil

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

- General mowing and whipper snipping - on going
- General maintenance at Yealering and Harrismith - on going
- Street trees (under pruning) - on going.
- Rose pruning - completed.

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

- General servicing

##### **Other Information**

- Lake Yealering – due to the amount of water that has been running into the lake and recent flooding the earth levy bank was damaged. The shire works crew and some locals and non-locals arranged to sand bag the damage area. The shire provided some refreshments after the working bee at the Yealering hotel. Thanks to everyone that was involved.
- Shire saleyards - Rob is repairing the damaged pens.
- Depot shed – Rob is still working on it between his normal duties

- Sealing Tender – As per agenda item 10.1.02, prices have increased compared to last year. Two coat 14mm + 7mm was \$ 5.49 and increased to \$ 7.71 and a reseal 7mm from \$2.79 to \$4.50. These increases will affect some of the costs but the saving in the wet mix and cement stabilising will compensate for this increase.

**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 7 September 2021.

**Voting Requirements:** Simple majority



TECHNICAL SERVICES**10.1.02 Tender RFT 03-2021/22 Supply and Lay of Bituminous Products**

<b>Submission To:</b>	<b>Ordinary Council</b>
<b>Location/Address:</b>	<b>Whole Shire</b>
<b>Name of Applicant:</b>	<b>Gary Rasmussen, Manager of Works &amp; Services</b>
<b>File Reference:</b>	<b>FM.TEN.1220</b>
<b>Author:</b>	<b>Gary Rasmussen, Manager of Works &amp; Services</b>
<b>Disclosure of any Interest:</b>	<b>Nil</b>
<b>Date of Report:</b>	<b>6 September 2021</b>

**Enclosure/Attachments:** RFQ 03-2021/22 Supply and Lay of Bituminous Products (including aggregate).

**Summary:**

Council is being requested to accept the WALGA Equote supplied by Downer for a full service for Council's sealing and resealing program for 2021/2022.

**Background:**

The Manager of Works & Services requested tenders for the supply of full service bitumen sealing works as per the 2021/2022 Works Program. Tenders were submitted via the WALGA Preferred Supplier E Quotes System.

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

Location	SLK	SLK	Length (m)	Width (m)	Area (m <sup>2</sup> )	Material Cover	Seal Type	Cover Size (mm) 1 <sup>st</sup> Coat	Cover Size (mm) 2 <sup>nd</sup> Coat
Wickepin/Harrismith Rd patch work by 2	2.97	3.56	520	7.2	3744	Aggregate	1coat	14	
Wickepin/Harrismith Reseal over patch work as well	2.8	3.56	660	7.2	5472	Aggregate	2coat		7
Rabbit Proof Fence Rd	9.52	4.52	5000	8	40000	Aggregate	2coat	14	7
Wickepin North Rd	4.60	5.22	650	7.2	5200	Aggregate	Reseal	7	
Wickepin / Corrigin Rd	7.4	8.22	820	7.2	5904	Aggregate	Reseal	7	

**Comments:**

Tenders have been received from 5 companies and were evaluated using the evaluation sheet that has been included in this report.

After evaluation, the MWS recommends Downer be awarded the tender as they are a well-equipped company with many years of experience and are able to deliver the required service.

### Tender 03-2021/22 Supply and Lay of Bituminous Products

Name/Company	Contact Details	Item No	Description	Tendered Rate \$/m <sup>2</sup>	Notes	Compliant	
Downer	08 9365 9999 Joseph Wijayamuni	1A	14mm Primer Seal (= > 5000m <sup>2</sup> )	\$5.39		Yes	
		1B	14mm Primer Seal ( = < 5000m <sup>2</sup> )	\$7.28			
		2A	10mm reseal (= > 5000m <sup>2</sup> )	\$4.40			
		2B	10mm reseal ( = < 5000m <sup>2</sup> )	\$6.51			
		3A	Two Coat Seal 14mm + 7mm (= >5000m <sup>2</sup> )	\$7.71			
		3B	Two Coat Seal 14mm + 7mm (= <5000m <sup>2</sup> )	\$11.45			
		4A	7mm reseal (= > 5000m <sup>2</sup> )	\$4.50			
		4B	7mm reseal ( = < 5000m <sup>2</sup> )	\$6.57			
		5A	Prime 80% class 170 bitumen 20% Kero cut back spary rate Pa/s 0.05 at 60c 0.8 per square meter at 3000m <sup>2</sup>	\$2.86			
		6A	Dry locking with 5mm stone if required (= > 5000m <sup>2</sup> )	\$5.47			
		<b>Variation To Application Rate</b>			<b>\$/l</b>		
		Variation to the binder application rates in excess of 7.5% of rates detailed in item 2.1.2 of Specification			\$1.40		
		Name/Company	Contact Details	Item No	Description	Tendered Rate \$/m <sup>2</sup>	Notes
Bitutek	08 9296 6411 Nathan Lecoultre	1A	14mm Primer Seal (= > 5000m <sup>2</sup> )	\$4.83		Yes	
		1B	14mm Primer Seal ( = < 5000m <sup>2</sup> )	\$8.77			
		2A	10mm reseal (= > 5000m <sup>2</sup> )	\$4.40			
		2B	10mm reseal ( = < 5000m <sup>2</sup> )	\$8.34			
		3A	Two Coat Seal 14mm + 7mm (= >5000m <sup>2</sup> )	\$8.21			
		3B	Two Coat Seal 14mm + 7mm (= <5000m <sup>2</sup> )	\$11.18			
		4A	7mm reseal (= > 5000m <sup>2</sup> )	\$4.23			
		4B	7mm reseal ( = < 5000m <sup>2</sup> )	\$7.57			
		5A	Prime 80% class 170 bitumen 20% Kero cut back spary rate Pa/s 0.05 at 60c 0.8 per square meter at 3000m <sup>2</sup>	\$3.13			
		6A	Dry locking with 5mm stone if required (= > 5000m <sup>2</sup> )	\$0.62			
		<b>Variation To Application Rate</b>			<b>\$/l</b>		
		Variation to the binder application rates in excess of 7.5% of rates detailed in item 2.1.2 of Specification			\$ 1.19 (C170) \$ 1.19 (80/20)		

Name/Company	Contact Details	Item No	Description	Tendered Rate \$/m <sup>2</sup>	Notes	Compliant
Bitutek	08 9296 6411 Nathan Lecoultre	1A	14mm Primer Seal (= > 5000m <sup>2</sup> )	\$4.83		Yes
		1B	14mm Primer Seal ( = < 5000m <sup>2</sup> )	\$8.77		
		2A	10mm reseal (= > 5000m <sup>2</sup> )	\$4.40		
		2B	10mm reseal ( = < 5000m <sup>2</sup> )	\$8.34		
		3A	Two Coat Seal 14mm + 7mm (= >5000m <sup>2</sup> )	\$8.21		
		3B	Two Coat Seal 14mm + 7mm (= <5000m <sup>2</sup> )	\$11.18		
		4A	7mm reseal (= > 5000m <sup>2</sup> )	\$4.23		
		4B	7mm reseal ( = < 5000m <sup>2</sup> )	\$7.57		
		5A	Prime 80% class 170 bitumen 20% Kero cut back spary rate Pa/s 0.05 at 60c 0.8 per square meter at 3000m <sup>2</sup>	\$3.13		
		6A	Dry locking with 5mm stone if required (= > 5000m <sup>2</sup> )	\$0.62		
<b>Variation To Application Rate</b>				<b>\$/l</b>		
Variation to the binder application rates in excess of 7.5% of rates detailed in item 2.1.2 of Specification				\$ 1.19 (C170) \$ 1.28 (80/20)		
Name/Company	Contact Details	Item No	Description	Tendered Rate \$/m <sup>2</sup>	Notes	Compliant
Fulton Hogan	0427 943 315 Peter Fleury	1A	14mm Primer Seal (= > 5000m <sup>2</sup> )	\$4.92		Yes
		1B	14mm Primer Seal ( = < 5000m <sup>2</sup> )	\$5.60		
		2A	10mm reseal (= > 5000m <sup>2</sup> )	\$5.51		
		2B	10mm reseal ( = < 5000m <sup>2</sup> )	\$6.73		
		3A	Two Coat Seal 14mm + 7mm (= >5000m <sup>2</sup> )	\$8.29		
		3B	Two Coat Seal 14mm + 7mm (= <5000m <sup>2</sup> )	\$8.44		
		4A	7mm reseal (= > 5000m <sup>2</sup> )	\$4.24		
		4B	7mm reseal ( = < 5000m <sup>2</sup> )	\$6.09		
		5A	Prime 80% class 170 bitumen 20% Kero cut back spary rate Pa/s 0.05 at 60c 0.8 per square meter at 3000m <sup>2</sup>	\$3.01		
		6A	Dry locking with 5mm stone if required (= > 5000m <sup>2</sup> )	\$0.94		
<b>Variation To Application Rate</b>				<b>\$/l</b>		
Variation to the binder application rates in excess of 7.5% of rates detailed in item 2.1.2 of Specification				\$1.10		

Name/Company	Contact Details	Item No	Description	Tendered Rate \$/m <sup>2</sup>	Notes	Compliant
Kee Surfacing	08 6401 8500 Teokotai Samuel	1A	14mm Primer Seal (= > 5000m <sup>2</sup> )	\$10.02		Yes
	(Inc Aggregate)	1B	14mm Primer Seal ( = < 5000m <sup>2</sup> )	\$5.48		
		2A	10mm reseal (= > 5000m <sup>2</sup> )	\$8.65		
		2B	10mm reseal ( = < 5000m <sup>2</sup> )	\$4.66		
		3A	Two Coat Seal 14mm + 7mm (= >5000m <sup>2</sup> )	\$11.45		
		3B	Two Coat Seal 14mm + 7mm (= <5000m <sup>2</sup> )	\$8.15		
		4A	7mm reseal (= > 5000m <sup>2</sup> )	\$6.90		
		4B	7mm reseal ( = < 5000m <sup>2</sup> )	\$6.20		
		5A	Prime 80% class 170 bitumen 20% Kero cut back spary rate Pa/s 0.05 at 60c 0.8 per square meter at 3000m <sup>2</sup>	\$112.68		
		6A	Dry locking with 5mm stone if required (= > 5000m <sup>2</sup> )	\$1.32		
		<b>Variation To Application Rate</b>		<b>\$/l</b>		
		Variation to the binder application rates in excess of 7.5% of rates detailed in item 2.1.2 of Specification		\$1.28		
Name/Company	Contact Details	Item No	Description	Tendered Rate \$/m <sup>2</sup>	Notes	Compliant
Kee Surfacing	08 6401 8500 Teokotai Samuel	1A	14mm Primer Seal (= > 5000m <sup>2</sup> )	\$10.02		Yes
	(Emulsion)	1B	14mm Primer Seal ( = < 5000m <sup>2</sup> )	\$5.48		
		2A	10mm reseal (= > 5000m <sup>2</sup> )	\$8.65		
		2B	10mm reseal ( = < 5000m <sup>2</sup> )	\$4.66		
		3A	Two Coat Seal 14mm + 7mm (= >5000m <sup>2</sup> )	\$11.45		
		3B	Two Coat Seal 14mm + 7mm (= <5000m <sup>2</sup> )	\$8.15		
		4A	7mm reseal (= > 5000m <sup>2</sup> )	\$6.90		
		4B	7mm reseal ( = < 5000m <sup>2</sup> )	\$6.20		
		5A	Prime 80% class 170 bitumen 20% Kero cut back spary rate Pa/s 0.05 at 60c 0.8 per square meter at 3000m <sup>2</sup>	\$112.68		
		6A	Dry locking with 5mm stone if required (= > 5000m <sup>2</sup> )	\$1.32		
		<b>Variation To Application Rate</b>		<b>\$/l</b>		
		Variation to the binder application rates in excess of 7.5% of rates detailed in item 2.1.2 of Specification		\$1.28		

Description of Qualitative Criteria								Weighting		Non conforming	
								40%	20%	40%	-100%
Company/ Name	Location of works	Total Square meters	Type of Seal and stone size	Tendered rate \$/m2	Total Rate price	budgeted Price	Under Budget	(a) Demonstrated experience by tenderer.	(a) Demonstrated ability and procedures to ensure public and employee safety by way of Occupational Safety and Health.	price	total
Bitutek	wickepin Corrrgin road SLK 8.22 >7.4	5904	Resal 7mm	\$4.23	\$24,973.92	\$26,240.00	\$1,266.08				
	Wickepip North rd slk 5.22 > 4.6	4464	Resal 7mm	\$7.57	\$33,792.48	\$20,000.00	-\$13,792.48				
	WSFN Rabbit Proof SLK 18.00 < 18.97	6984	Two coat 14mm/7mm	\$8.21	\$57,338.64	\$57,600.00	\$261.36				
	WSFN Rabbit Proof SLK 19.80 > 14.65	41000	Two coat 14mm/7mm	\$8.21	\$336,610.00	\$252,000.00	-\$84,610.00				
	Wickepin Harrismith rd SLK 2.8 < 3.56 RGR	4960	Two coat 14mm/7mm	\$11.18	\$55,452.80	\$39,744.00	-\$15,708.80				
	<b>total</b>				\$508,167.84	\$395,584.00		40	20	20	80

Company/ Name	Location of works	Total Square meters	Type of Seal and stone size	Tendered rate \$/m2	Total Rate price	Budgeted Price	Under Budget	(a) Demonstrated ability and procedures to ensure public and employee safety by way of Occupational Safety and Health.			total
								(a) Demonstrated experience by tenderer.	price		
Fulton Hogan	Wickepin Corrigin road SLK 8.22 >7.4	5904	Reseal 7mm	\$4.24	\$25,032.96	\$26,240.00	\$1,207.04				
	Wickepin North Rd slk 5.22 > 4.6	4464	Reseal 7mm	\$6.09	\$27,185.76	\$20,000.00	-\$7,185.76				
	WSFN Rabbit Proof SLK 18.00 < 18.97	6984	Two coat 14mm/7mm	\$8.44	\$58,944.96	\$57,600.00	-\$1,344.96				
	WSFN Rabbit Proof SLK 19.80 > 14.65	41000	Two coat 14mm/7mm	\$8.29	\$339,890.00	\$252,000.00	-\$87,890.00				
	Wickepin Harrismith Rd SLK 2.8 < 3.56 RGR	4960	Two coat 14mm/7mm	\$8.44	\$41,862.40	\$39,744.00	-\$2,118.40				
	<b>total</b>				\$492,916.08	\$395,584.00			40	20	30

Company/ Name	Location of works	Total Square meters	Type of Seal and stone size	Tendered rate \$/m2	Total Rate price	Budgeted Price	Under Budget	(a) Demonstrated experience by tenderer.	(a) Demonstrated ability and procedures to ensure public and employee safety by way of Occupational Safety and Health.	price	total
Kee Surfacing	Wickepin Corrigin Road SLK 8.22 >7.4	5904	Reseal 7mm	\$6.90	\$40,737.60	\$26,240.00	-\$14,497.60				
	Wickepin North Rd slk 5.22 > 4.6	4464	Reseal 7mm	\$6.20	\$27,676.80	\$20,000.00	-\$7,676.80				
	WSFN Rabbit Proof SLK 18.00 < 18.97	6984	Two coat 14mm/7mm	\$10.02	\$69,979.68	\$57,600.00	-\$12,379.68				
	WSFN Rabbit Proof SLK 19.80 > 14.65	41000	Two coat 14mm/7mm	\$10.02	\$410,820.00	\$252,000.00	-\$158,820.00				
	Wickepin Harrismith Rd SLK 2.8 < 3.56 RGR	4960	Two coat 14mm/7mm	\$8.15	\$40,424.00	\$39,744.00	-\$680.00				
	<b>total</b>				\$589,638.08	\$395,584.00					
Kee Surfacing emulsion	Wickepin Corrigin Road SLK 8.22 >7.4	5904	Reseal 7mm	\$6.90	\$40,737.60	\$26,240.00	-\$14,497.60	(a) Demonstrated experience by tenderer.	(a) Demonstrated ability and procedures to ensure public and employee safety by way of Occupational Safety and Health.		
	Wickepin North Rd slk 5.22 > 4.6	4464	Reseal 7mm	\$6.20	\$27,676.80	\$20,000.00	-\$7,676.80				
	WSFN Rabbit Proof SLK 18.00 < 18.97	6984	Two coat 14mm/7mm	\$10.02	\$69,979.68	\$57,600.00	-\$12,379.68				
	WSFN Rabbit Proof SLK 19.80 > 14.65	41000	Two coat 14mm/7mm	\$10.02	\$410,820.00	\$252,000.00	-\$158,820.00				
	Wickepin Harrismith Rd SLK 2.8 < 3.56 RGR	4960	Two coat 14mm/7mm	\$8.15	\$40,424.00	\$39,744.00	-\$680.00				
	<b>total</b>				\$589,638.08	\$395,584.00					

Company/ Name	Location of works	Total Square meters	Type of Seal and stone size	Tendered rate \$/m2	Total Rate price	budgeted Price	Under Budget	(a) Demonstrated experience by tenderer.	(a) Demonstrated ability and procedures to ensure public and employee safety by way of Occupational Safety and Health.	price	total
Downer	Wickepin Corrigin Road SLK 8.22 >7.4	5904	Reseal 7mm	\$4.50	\$26,568.00	\$26,240.00	-\$328.00				
	Wickepin North Rd slk 5.22 > 4.6	4464	Reseal 7mm	\$6.57	\$29,328.48	\$20,000.00	-\$9,328.48				
	WSFN Rabbit Proof SLK 18.00 < 18.97	6984	Two coat 14mm/7mm	\$7.71	\$53,846.64	\$57,600.00	\$3,753.36				
	WSFN Rabbit Proof SLK 19.80 > 14.65	41000	Two coat 14mm/7mm	\$7.71	\$316,110.00	\$252,000.00	-\$64,110.00				
	Wickepin Harrismith Rd SLK 2.8 < 3.56 RGR	4960	Two coat 14mm/7mm	\$11.45	\$56,792.00	\$39,744.00	-\$17,048.00				
	<b>total</b>					\$482,645.12	\$395,584.00		40	20	40



## Statutory Environment:

### Local Government (Functions and General) Regulations 1996 Section 11

#### 11. **When tenders have to be publicly invited**

- (1) *Tenders are to be publicly invited according to the requirements of this Division before a local government enters into a contract for another person to supply goods or services if the consideration under the contract is, or is expected to be, more, or worth more, than \$150 000 unless sub regulation (2) states otherwise.*
- (2) *Tenders do not have to be publicly invited according to the requirements of this Division if —*
- (a) *the supply of the goods or services is to be obtained from expenditure authorised in an emergency under section 6.8(1)(c) of the Act; or*
  - (b) *the supply of the goods or services is to be obtained through the WALGA Preferred Supplier Program; or*
  - [(ba) *deleted*]
  - (c) *within the last 6 months —*
    - (i) *the local government has, according to the requirements of this Division, publicly invited tenders for the supply of the goods or services but no tender was submitted that met the tender specifications or satisfied the value for money assessment; or*
    - (ii) *the local government has, under regulation 21(1), sought expressions of interest with respect to the supply of the goods or services but no person was, as a result, listed as an acceptable tenderer;*
  - or*
  - (d) *the contract is to be entered into by auction after being expressly authorised by a resolution of the council of the local government; or*
  - (e) *the goods or services are to be supplied by or obtained through the government of the State or the Commonwealth or any of its agencies, or by a local government or a regional local government; or*
  - (ea) *the goods or services are to be supplied —*
    - (i) *in respect of an area of land that has been incorporated in a district as a result of an order made under section 2.1 of the Act changing the boundaries of the district; and*
    - (ii) *by a person who, on the commencement of the order referred to in subparagraph (i), has a contract to supply the same kind of goods or services to the local government of the district referred to in that subparagraph;*
  - or*
  - (f) *the local government has good reason to believe that, because of the unique nature of the goods or services required or for any other reason, it is unlikely that there is more than one potential supplier; or*
  - (g) *the goods to be supplied under the contract are —*
    - (i) *petrol or oil; or*
    - (ii) *any other liquid, or any gas, used for internal combustion engines;*
  - or*
  - (h) *the following apply —*
    - (i) *the goods or services are to be supplied by a person registered on the Aboriginal Business Directory WA published by the Small Business Development Corporation established under the Small Business Development Corporation Act 1983; and*

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

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

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

### Policy Implications:

Refer to Council's Policy 3.1.8 – PURCHASING

### Financial Implications:

The value used in the budget estimates were over estimated.

### Strategic Implications:

## infrastructure

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

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

**Recommendations:**

That Council accept the tender from Downer as per received RFT 03-2021/22 Supply and Lay of Bituminous Products for a full service and lay of bitumen products at the following tendered prices:

1A	14mm Primer Seal (= > 5000m2)	\$ 5.39
1B	14mm Primer Seal ( = < 5000m2)	\$ 7.28
2A	10mm reseal (= > 5000m2)	\$ 4.40
2B	10mm reseal ( = < 5000m2)	\$ 6.51
3A	Two Coat Seal 14mm + 7mm (= >5000m2)	\$ 7.71
3B	Two Coat Seal 14mm + 7mm (= <5000m2)	\$ 11.45
4A	7mm reseal (= > 5000m2)	\$ 4.50
4B	7mm reseal ( = < 5000m2)	\$ 6.57
5A	Prime 80% class 170 bitumen 20% Kero cut back spray rate Pa/s 0.05 at 60c 0.8 per square meter at 3000m2	\$ 2.86
6A	Dry locking with 5mm stone if required (=>5000m2)	\$ 5.47
<b>Variation To Application Rate</b>		<b>\$/l</b>
Variation to the binder application rates in excess of 7.5% of rates detailed in item 2.1.2 of Specification		\$ 1.40

**Voting Requirements:**

Simple majority.

TECHNICAL SERVICES**10.1.03 Tender – RFT 06-2021/22 Supply and Lay of Asphalt**

<b>Submission To:</b>	<b>Ordinary Council</b>
<b>Location/Address:</b>	<b>Whole Shire</b>
<b>Name of Applicant:</b>	<b>Gary Rasmussen, Manager Works &amp; Services</b>
<b>File Reference:</b>	<b>FM.TEN.1220</b>
<b>Author:</b>	<b>Gary Rasmussen, Manager Works &amp; Services</b>
<b>Disclosure of any Interest:</b>	<b>Nil</b>
<b>Date of Report:</b>	<b>6 September 2021</b>

**Enclosure/Attachments:** RFT 06/2021-22 Supply and Lay of Asphalt.

**Summary:**

Council is being requested to accept the WALGA Equote supplied by WCP Civil Pty Ltd for the supply and lay of asphalt for the 2021/2022 Road Program.

**Background:**

The Manager of Works & Services requested tenders for the supply and lay of asphalt for the 2021/2022 Road Program as per the following. Tenders were submitted via the WALGA Preferred Supplier E Quotes System.

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

Location	SLK	SLK	Length (m)	Width (m)	Area (m <sup>2</sup> )
Item 1 Yealering town 4 intersection around 250m <sup>2</sup>	0.16				1000
Roberts St Yealering	0.19				
	0.14				
	0.48				
Other works at 40 mm stone 14 mm up to 3000	0	0	0		3000
Other works at 40 mm stone 14 mm over 3001	0	0	0		3001
Red Oxide footpath Up to 250m <sup>2</sup> at 30mm stone 10mm					250

**Comments:**

Tenders have been received from 3 companies and were evaluated using the evaluation sheet that has been included in this report.

After evaluation, the MWS recommends WCP Civil Pty Ltd as they are a well-equipped company with many years of experience and are able to deliver the required service.

<b>RFT 06/2021-22 Asphalt</b>						
<b>Name/Company</b>	<b>Contact Details</b>	<b>Item No</b>	<b>Description</b>	<b>Tendered Rate \$/m<sup>2</sup></b>	<b>Notes</b>	<b>Compliant</b>
						<b>Yes / No</b>
WCP Civil Pty. Ltd	Matthew Johnson - 0448 164 777	1	14 mm Dense Grade Intersection mix at 42mm compacted depth at 250<500 square meters	\$ 29.23 \$ 32.15	ex GST incl GST	Yes
		1a	14 mm Dense Grade Intersection mix at 42 mm compacted depth from 500< 1000 square meters	\$ 24.27 \$ 26.70	ex GST incl GST	
		2	14 mm Dense Grade Intersection mix at 42 mm compacted depth from 1000 < 2000 square meters	\$ 22.17 \$ 24.39	ex GST incl GST	
		3	14 mm Dense Grade Intersection mix at 42 mm compacted depth from 2000< square meters	\$ 21.31 \$ 23.44	ex GST incl GST	
		4	Other works at 40 mm stone 14 mm up to 3000	\$ 20.57 \$ 22.63	ex GST incl GST	
		5	Other works at 40 mm stone 14 mm over 3001	\$ 20.57 \$ 22.63	ex GST incl GST	
		6	Red oxide at 30mm stone 10mm up to 250m <sup>2</sup>	\$ 38.06 \$ 41.87	ex GST incl GST	
		7	ADDED -Asphalt Core Testing if Requested	\$ 1,072.06 \$ 56.47	Visit incl GST Core incl GST	
		8	ADDED - Bobcat Profiler. Bobcat Sweeper & 6 Wheel Tipper for Tie Ins Accom / Meals for Profiler credw if required	\$ 2,360.44 \$ 234.12	Day incl GST Man / day incl GST	
		9	Traffic Management Rates		Attached	
<b>Name/Company</b>	<b>Contact Details</b>	<b>Item No</b>	<b>Description</b>	<b>Tendered Rate \$/m<sup>2</sup></b>	<b>Notes</b>	<b>Compliant</b>
						<b>Yes / No</b>
Kee Surfacing	Teokotai Samuel 08 6401 8500	1	14 mm Dense Grade Intersection mix at 42mm compacted depth at 250<500 square meters	\$ 85.54		Yes
		1a	14 mm Dense Grade Intersection mix at 42 mm compacted depth from 500< 1000 square meters	\$55.42		
		2	14 mm Dense Grade Intersection mix at 42 mm compacted depth from 1000 < 2000 square meters	\$41.40		
		3	14 mm Dense Grade Intersection mix at 42 mm compacted depth from 2000< square meters	\$39.90		
		4	Other works at 40 mm stone 14 mm up to 3000	\$42.68		
		5	Other works at 40 mm stone 14 mm over 3001	\$33.02		
		6	Red oxide at 30mm stone 10mm up to 250m <sup>2</sup>	\$226.70		

Name/Company	Contact Details	Item No	Description	Tendered Rate \$/m <sup>2</sup>	Notes	Compliant
						Yes / No
Fulton Hogan	Peter Fleury 0427 943 315	1	14 mm Dense Grade Intersection mix at 42mm compacted depth at 250<500 square meters	\$ 98.16		Yes
		1a	14 mm Dense Grade Intersection mix at 42 mm compacted depth from 500< 1000 square meters	\$ 58.74		
		2	14 mm Dense Grade Intersection mix at 42 mm compacted depth from 1000 < 2000 square meters	\$ 61.26		
		3	14 mm Dense Grade Intersection mix at 42 mm compacted depth from 2000< square meters	\$ 39.53		
		4	Other works at 40 mm stone 14 mm up to 3000	\$ 32.74		
		5	Other works at 40 mm stone 14 mm over 3001	\$32.74		
		6	Red oxide at 30mm stone 10mm up to 250m <sup>2</sup>	\$ 95.74		

Description of Qualitative Criteria								Weighting				
Company/ Name	Location of works	Total Square meters	Type of Seal and stone size	Tendered rate \$/m2	Total Rate price	budgeted Price	Under Budget	20%	20%	60%	-100%	TOTAL
								(a) Demonstrated experience by tenderer.	(a) Demonstrated ability and procedures to ensure public and employee safety by way of Occupational Safety and Health. price	Non conforming price		
Keel Surfacing	Yealering intersection	1800	14mm	\$41.40	\$74,520.00	\$64,000.00	- \$10,520.00					
	<b>total</b>				\$74,520.00	\$64,000.00	- \$10,520.00	20	20	0	-100	-60
Company/ Name	Location of works	Total Square meters	Type of Seal and stone size	Tendered rate \$/m2	Total Rate price	budgeted Price	Under Budget	(a) Demonstrated experience by tenderer.	(a) Demonstrated ability and procedures to ensure public and employee safety by way of Occupational Safety and Health. price	Non conforming price		TOTAL
Fulton Hogan	Yealering intersection	1800	14mm	\$61.26	\$110,268.00	\$64,000.00	- \$46,268.00					
	<b>total</b>				\$110,268.00	\$64,000.00	- \$46,268.00	20	20	0	-100	-60
Company/ Name	Location of works	Total Square meters	Type of Seal and stone size	Tendered rate \$/m2	Total Rate price	budgeted Price	Under Budget	(a) Demonstrated experience by tenderer.	(a) Demonstrated ability and procedures to ensure public and employee safety by way of Occupational Safety and Health. price	Non conforming price		TOTAL
WCP Civil Pty. Ltd	Yealering intersection	1800	14mm	\$24.39	\$43,902.00	\$64,000.00	\$20,098.00					
	<b>total</b>				\$43,902.00	\$64,000.00	\$20,098.00	20	20	60	0	100

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

- (1) *Tenders are to be publicly invited according to the requirements of this Division before a local government enters into a contract for another person to supply goods or services if the consideration under the contract is, or is expected to be, more, or worth more, than \$150 000 unless sub regulation (2) states otherwise.*
- (2) *Tenders do not have to be publicly invited according to the requirements of this Division if —*
- (a) *the supply of the goods or services is to be obtained from expenditure authorised in an emergency under section 6.8(1)(c) of the Act; or*
  - (b) *the supply of the goods or services is to be obtained through the WALGA Preferred Supplier Program; or*
  - [(ba) *deleted*]
  - (c) *within the last 6 months —*
    - (i) *the local government has, according to the requirements of this Division, publicly invited tenders for the supply of the goods or services but no tender was submitted that met the tender specifications or satisfied the value for money assessment; or*
    - (ii) *the local government has, under regulation 21(1), sought expressions of interest with respect to the supply of the goods or services but no person was, as a result, listed as an acceptable tenderer;*
- or*
- (d) *the contract is to be entered into by auction after being expressly authorised by a resolution of the council of the local government; or*
  - (e) *the goods or services are to be supplied by or obtained through the government of the State or the Commonwealth or any of its agencies, or by a local government or a regional local government; or*
  - (ea) *the goods or services are to be supplied —*
    - (i) *in respect of an area of land that has been incorporated in a district as a result of an order made under section 2.1 of the Act changing the boundaries of the district; and*
    - (ii) *by a person who, on the commencement of the order referred to in subparagraph (i), has a contract to supply the same kind of goods or services to the local government of the district referred to in that subparagraph;*
- or*
- (f) *the local government has good reason to believe that, because of the unique nature of the goods or services required or for any other reason, it is unlikely that there is more than one potential supplier; or*
  - (g) *the goods to be supplied under the contract are —*
    - (i) *petrol or oil; or*
    - (ii) *any other liquid, or any gas, used for internal combustion engines;*
- or*
- (h) *the following apply —*
    - (i) *the goods or services are to be supplied by a person registered on the Aboriginal Business Directory WA published by the Small Business Development Corporation established under the Small Business Development Corporation Act 1983; and*



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

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

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

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

**Policy Implications:**

Refer to Council’s Policy 3.1.8 – PURCHASING

**Financial Implications:**

Amounts included in the 2021/2022 adopted budget, no financial implication for the 2021/2022 financial year.

**Strategic Implications:**

**infrastructure**

GOAL 1: Roads are a key economic driver across the Shire			
SHORT TERM STRATEGY	MEDIUM TERM STRATEGY	POINT OF MEASUREMENT	10 YR OUTCOME
L1 Annual review of the performance and structure of Shire owned roads	L2 Plant and equipment maintenance and replacement is planned for L3 Identification of road maintenance and improvements in the Asset Management Plan L4 Engagement of neighbouring Shires and key stakeholders in the Secondary Freight Route Project	<ul style="list-style-type: none"> <li>- RAV ratings</li> <li>- Number of positive and negative complaints received</li> <li>- Traffic count data reflects usage and investment required</li> <li>- Number of accidents attributed to road condition</li> <li>- Retention of works staff is higher than industry average</li> <li>- Roads can handle weather conditions</li> <li>- Level of funding secured and % spent in the Shire</li> </ul>	Road infrastructure meets the freight task and is sustainable in the long term

**Recommendations:**

That Council accept the tender from WCP Civil as per received RFT 6 2021/22 Supply and Lay Asphalt at the following tendered prices:

1	14 mm Dense Grade Intersection mix at 42mm compacted depth at 250<500 square meters	\$ 29.23 \$ 32.15	ex GST incl GST
1a	14 mm Dense Grade Intersection mix at 42 mm compacted depth from 500<1000 square meters	\$ 24.27 \$ 26.70	ex GST incl GST
2	14 mm Dense Grade Intersection mix at 42 mm compacted depth from 1000 < 2000 square meters	\$ 22.17 \$ 24.39	ex GST incl GST
3	14 mm Dense Grade Intersection mix at 42 mm compacted depth from 2000< square meters	\$ 21.31 \$ 23.44	ex GST incl GST
4	Other works at 40 mm stone 14 mm up to 3000	\$ 20.57 \$ 22.63	ex GST incl GST
5	Other works at 40 mm stone 14 mm over 3001	\$ 20.57 \$ 22.63	ex GST incl GST
6	Red oxide at 30mm stone 10mm up to 250m2	\$ 38.06 \$ 41.87	ex GST incl GST
7	ADDED -Asphalt Core Testing if Requested	\$ 1,072.06 \$ 56.47	Visit incl GST Core incl GST
8	ADDED - Bobcat Profiler. Bobcat Sweeper & 6 Wheel Tipper for Tie Ins Accom / Meals for Profiler crew if required	\$ 2,360.44 \$ 234.12	Day incl GST Man / day incl GST
9	Traffic Management Rates		Attached

**Voting Requirements:**

Simple majority.

TECHNICAL SERVICES**10.1.04 Acceptance Tender 07 2021/2022 Provision Refuse Recycling Collection**

<b>Submission To:</b>	<b>Ordinary Council</b>
<b>Location/Address:</b>	<b>Whole Shire</b>
<b>Name of Applicant:</b>	<b>Mark Hook, Chief Executive Officer</b>
<b>File Reference:</b>	<b>WM.TEN.2914</b>
<b>Author:</b>	<b>Mark Hook, Chief Executive Officer</b>
<b>Disclosure of any Interest:</b>	<b>Nil</b>
<b>Date of Report:</b>	<b>8 September 2021</b>

**Enclosure/Attachments:** Nil

**Summary:**

Council is being requested to accept the tender RFT 07-2021/22 from Great Southern Waste Disposal commencing 1 September 2021.

**Background:**

Tenders were invited from suitable organisations for the provision of kerbside refuse and recycling material collection services in the Wickepin, Yealering, Harrismith and Tincurrin townsites for a period of 5 years, commencing 1 September 2021, with a possible extension for a further 5 years.

Following is the advertisement placed in The West Australian on 18/08/2021 and the Narrogin Observer 19/08/2021.



**SHIRE OF WICKEPIN**  
**REQUEST FOR TENDER**  
**REFUSE COLLECTION**  
**TENDER NUMBER:**  
**07 - 2021/2022**

**Description:** Tenders are invited for the collection of refuse and recycling material from the Wickepin, Yealering, Harrismith and Tincurrin townsites.

**Tender Enquiries:** A copy of the Tender Specifications and Conditions of Tender can be obtained either from the Shire Administration Office at 77 Wogolin Road Wickepin or by contacting the Executive Support Officer on 9888 1005 or eso@wickepin.wa.gov.au.

**Lodgement:** Tenders are to be submitted in a sealed, clearly endorsed envelope with the tender's details and Tender number 07 - 2021/2022.

Tenders will close at 4.00pm Friday 3 September 2021 and addressed to the Chief Executive Officer PO Box 19, Wickepin WA 6370 or delivered to the Council tender box at the Shire of Wickepin Administration Office 77 Wogolin Road Wickepin and duly marked with the relevant tender number.

Canvassing of elected members, officers or their representatives will automatically disqualify.

The lowest or any tender will not necessarily be accepted.

**Mark J Hook**  
**Chief Executive Officer**

**SHIRE OF WICKEPIN**  
**REQUEST FOR TENDER**  
**REFUSE COLLECTION**  
**TENDER NUMBER:**  
**07 - 2021/2022**

**Description:** Tenders are invited for the collection of refuse and recycling material from the Wickepin, Yealering, Harrismith and Tincurrin townsites.

**Tender Enquiries:** A copy of the Tender Specifications and Conditions of Tender can be obtained either from the Shire Administration Office at 77 Wogolin Road Wickepin or by contacting the Executive Support Officer on 9888 1005 or eso@wickepin.wa.gov.au.

**Lodgement:** Tenders are to be submitted in a sealed, clearly endorsed envelope with the tender's details and Tender number 07 - 2021/2022.

Tenders will close at 4.00pm Friday 3 September 2021 and addressed to the Chief Executive Officer PO Box 19, Wickepin WA 6370 or delivered to the Council tender box at the Shire of Wickepin Administration Office 77 Wogolin Road Wickepin and duly marked with the relevant tender number.

Canvassing of elected members, officers or their representatives will automatically disqualify.

**The lowest or any tender will not necessarily be accepted.**



**Mark J Hook**  
**Chief Executive Officer**

**Comments:**

At the closing date of the tenders on 4.00pm Friday 3 September 2021, Council received one tender for the collection of refuse and recycling material from the Wickepin, Yealering, Harrismith and Tincurrin townsites.

The tender received was assessed in accordance with the qualitative criteria specified in the tender, which provided for weighted points score based on:

- Relevant Experience & Reputation 25%
- Price 45%
- Tenderer’s Resources & Availability 10%
- Quality of Plant 10%
- Backup Plant 5%
- Non-Reliance on Sub-Contractors 5%

Great Southern Waste Disposal has provided in their tender for a weekly kerbside refuse collection and a fortnightly kerbside recycling material collection in all the townsites along with a monthly pickup from the transfer station bulk bins.

SHIRE OF WICKEPIN REFUSE COLLECTION TENDER EVALUATION															
8															
CRITERION	A		B		C		D		E		F		TOTAL SCORE		Ranking
	Relevant Experience & Reputation		Price		Tenderers Resources & Availability		Quality of Plant		Backup Plant		Non Reliance On Sub Contractors				
	outcomes of similar work		Completion of Price Schedule		plant, equipment & materials		Age of plant		Adequate fleet with spare plant time to accommodate		project schedule / timeline				
	details of similar work		Price for all options		contingency measures/backup resources		Plant maintenance arrangements				process for the delivery				
	details of issues and how managed		Price		availability						training processes				
	sound judgement and discretion										demonstrated understanding of scope of work				
	demonstrate competency														
	references														
	weighting	25%	weighting	45%	weighting	10%	weighting	10%	weighting	5%	weighting	5%			
TENDERER	raw score	weighted score	raw score	weighted score	raw score	weighted score	raw score	weighted score	raw score	weighted score	raw score	weighted score	raw score	weighted score	
Great Southern Waste Disposal	5.0	25.0	4.0	36.0	5.0	10.0	4.0	8.0	4.0	4.0	5.0	5.0	27.00	88.00	1

Score	Description of Score
0	Offer did not address the criterion
1	offer contained insufficient/unclear information
2	Acceptable offer
3	Good offer
4	Very Good offer
5	Excellent offer

SHIRE OF WICKEPIN				
Tender 07- 202021-2022				
<i>*All Prices Include GST*</i>				
GREAT SOUTHERN WASTE DISPOSAL				
WEEKLY KERBSIDE REFUSE COLLECTION	MGB Units	Price Tendered (per unit)	Total Tendered Price (per collection)	Total Tendered Price (per year)
<u>Residential MGBs</u>	253	\$2.20	\$556.60	\$28,943.20
<u>Commercial MGBs</u>	23	\$2.20	\$50.60	\$2,631.20
<u>Street Bins and Public Buildings MGBs</u>	27	\$2.20	\$59.40	\$3,088.80
FORTNIGHTLY KERBSIDE RECYCLING				
MATERIAL COLLECTION				
<u>Residential MGBs</u>	295	\$4.40	\$1,298	\$33,748
<u>Transfer Stations</u>		\$62.85	\$1,320	\$22,440.00
Bulk Bins				
<b>TOTAL TENDERED PRICE (per year)</b>				<b>\$90,851.20</b>

**Statutory Environment:** Local Government Act 1995

**Policy Implications:** Nil

**Financial Implications:**

Total Tendered Price (per year) \$90,851.20 amount has been included in the 2021/0211 adopted budget.

**Strategic Implications:** Nil

**Recommendations:**

That Council accept the tender RFT 07-2021/22 from Great Southern Waste Disposal commencing 1 September 2021 for the following services:

<b>SHIRE OF WICKEPIN</b>				
<b>Tender 07- 202021-2022</b>				
<b><i>*All Prices Include GST*</i></b>				
<b>GREAT SOUTHERN WASTE DISPOSAL</b>				
<b>WEEKLY KERBSIDE REFUSE COLLECTION</b>	<b>MGB Units</b>	<b>Price Tendered (per unit)</b>	<b>Total Tendered Price (per collection)</b>	<b>Total Tendered Price (per year)</b>
<b>Residential MGBs</b>	253	\$2.20	\$556.60	\$28,943.20
<b>Commercial MGBs</b>	23	\$2.20	\$50.60	\$2,631.20
<b>Street Bins and Public Buildings MGBs</b>	27	\$2.20	\$59.40	\$3,088.80
<b>FORTNIGHTLY KERBSIDE RECYCLING</b>				
<b>MATERIAL COLLECTION</b>				
<b>Residential MGBs</b>	295	\$4.40	\$1,298	\$33,748
<b>Transfer Stations</b>		\$62.85	\$1,320	\$22,440.00
Bulk Bins				
<b>TOTAL TENDERED PRICE (per year)</b>				<b>\$90,851.20</b>

**Voting Requirements:** Simple majority.

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

<b>Submission To:</b>	<b>Ordinary Council</b>
<b>Location / Address:</b>	<b>Whole Shire</b>
<b>Name of Applicant:</b>	<b>Erika Clement – Deputy Chief Executive Officer</b>
<b>File Reference:</b>	<b>FM.FR.1212</b>
<b>Author:</b>	<b>Dianne Barry – Finance Officer</b>
<b>Disclosure of any Interest:</b>	<b>Nil</b>
<b>Date of Report:</b>	<b>6 September 2021</b>

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

**Summary:**

List of accounts remitted during the period 1 August 2021 to 31 August 2021.

<b>Municipal Account</b>	<b>Vouchers</b>	<b>Amounts</b>
EFT	11689 – 11755	\$ 194,932.05
Cancelled Batch		
Bpay	63020821, 63160821, 63310821	\$ 3,147.77
Cheques	15770 – 15772	\$ 8,963.50
Cancelled Cheques		
Payroll	August	\$ 81,900.00
Superannuation	August	\$ 13,503.16
Credit Card	August	\$ 107.80
Direct Deductions	August	\$ 1,029.30
Licensing	August	\$ 19,572.25
	<b>August Total</b>	<b>\$ 323,155.83</b>
<b>Trust</b>		
<b>EFT</b>		\$ 0.00
<b>Cheques</b>		0.00
	<b>August Total</b>	<b>\$ 0.00</b>
	<b>Total for August</b>	<b>\$ 323,155.83</b>

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

**Certificate of Chief Executive Officer:**

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

**Comments:**

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

**Statutory Environment:**

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

**Policy Implications:** Policy 3.1.7 - Cheque Issue.

**Strategic Implications:** Nil

**Recommendations:**

That council acknowledges that payments totalling \$323,155.83 for August 2021 have been made in accordance with the list included in these minutes, and scrutiny of the list has found that the payments are satisfactory.

**Voting Requirements:** Simple majority



<b>List of Accounts Due &amp; Submitted to Council</b>					
<b>31st August, 2021</b>					
<b>Chq/EFT</b>	<b>Date</b>	<b>Name</b>	<b>Description</b>		
EFT11689	05/08/2021	AUSTRALIA POST	POSTAGE - JULY, 2021	\$	57.00
EFT11690	05/08/2021	AIR RESPONSE	REPAIR FAULT TO FRIDGE, LABOUR, TRAVEL, MATERIALS	\$	368.23
EFT11691	05/08/2021	BURGESS RAWSON (WA) PTY LTD	WATER ACCOUNT 26/05/2021 - 27/07/2021	\$	49.78
EFT11692	05/08/2021	BKS ELECTRICAL	REPAIRS TO LIGHT, LABOUR, TRAVEL, MATERIALS	\$	609.57
EFT11693	05/08/2021	Aaron Bransby	REIMBURSEMENT - HIGH RISK LICENCE RENEWAL	\$	53.00
EFT11694	05/08/2021	CENTRAL COUNTRY ZONE WALGA	ANNUAL SUBSCRIPTION 2021/2022	\$	2,200.00
EFT11695	05/08/2021	DX PRINT GROUP PTY LTD	PURCHASE ORDER BOOKS	\$	869.00
EFT11696	05/08/2021	EWEN RURAL SUPPLIES	ACCOUNT JULY, 2021	\$	6,261.58
EFT11697	05/08/2021	GREAT SOUTHERN FUEL SUPPLIES	FUEL ACCOUNT JULY, 2021	\$	9,501.10
EFT11698	05/08/2021	LOCAL HEALTH AUTHORITIES ANALYTICAL COMMITTEE	ANALYTICAL SERVICES 2021/2022	\$	396.00
EFT11699	05/08/2021	LGIS INSURANCE BROKING SERVICE	SALARY CONTINUANCE INSURANCE 2021/2022	\$	4,475.35
EFT11700	05/08/2021	LARA MARCHEI	TABLE WARE, TABLE DECORATIONS, TABLECLOTHS	\$	151.83
EFT11701	05/08/2021	MARKETFORCE PRODUCTIONS	CDO ADVERT	\$	546.82
EFT11702	05/08/2021	MINABBIE TRUST	SUPPLY OF GRAVEL	\$	3,300.00
EFT11703	05/08/2021	STAR TRACK EXPRESS	FREIGHT - CUTTING EDGES	\$	1,528.75
EFT11704	05/08/2021	NARROGIN & DISTRICTS PLUMBING SERVICE	UNBLOCK SEWER	\$	248.60
EFT11705	05/08/2021	SHIRE OF WICKEPIN	ACCOMMODATION CHARGES - POOL REPAIRS	\$	770.00
EFT11706	05/08/2021	PETER ROBERT STRIBLING	YEALERING C'VAN PARK COMMISSION TO 26/07/2021	\$	214.80
EFT11707	05/08/2021	R J SMITH ENGINEERING	RACHET STRAPS	\$	184.80
EFT11708	05/08/2021	IAN GORDON SHEDDEN	COMMISSION TO 26/07/2021	\$	363.80
EFT11709	05/08/2021	STRATEX	SPILL PALLET, OIL & FUEL SPILL BIN, CHEMICAL SPILL BIN	\$	1,535.05
EFT11710	05/08/2021	WICKEPIN FOOTBALL CLUB	CR STEVE MARTIN SEND OFF - BAR SERVICE	\$	789.00
EFT11711	05/08/2021	INDUSTRIAL AUTOMATION	REMOTE ACCESS & CLOUD CHARGES 1/07/21 - 30/06/22	\$	3,602.50
EFT11712	05/08/2021	JAMES ROY WILLIAMS	PRE EMPLOYMENT MEDICAL REIMBURSEMENT	\$	170.93
EFT11713	10/08/2021	LGIS INSURANCE BROKING SERVICE	RUN-OFF COVER - 4 AGED UNITS	\$	1,727.88
EFT11714	12/08/2021	STEVAN CHARLES BAKER	YEALERING HALL BOND REFUND	\$	600.00
EFT11715	19/08/2021	AIR LIQUIDE WA PTY LTD	CYLINDER RENTAL 1/07/2021 - 31/07/2021	\$	71.02
EFT11716	19/08/2021	CUTTING EDGES PTY LTD	BLADES, FREIGHT	\$	5,399.15
EFT11717	19/08/2021	COUNTRY PAINT SUPPLIES	PAINT, SPRAY KIT	\$	594.95
EFT11718	19/08/2021	CLARK EQUIPMENT	WINDOW, RUBBER TRACKS, DISCOUNT, FREIGHT	\$	8,115.94
EFT11719	19/08/2021	LANDGATE	INTERIM VALUATION	\$	302.12
EFT11720	19/08/2021	DENMAN TECH SOLUTIONS (GENERAL TECH)	REPLACE LCD ASSEMBLY iPhone	\$	109.00
EFT11721	19/08/2021	EDWARDS HOLDEN	SERVICE LABOUR, PARTS	\$	408.00

EFT11722	19/08/2021	EASIFLEET	FACEY GROUP VEHICLE LEASE	\$ 460.56	
EFT11723	19/08/2021	EXECUTIVE MEDIA PTY LTD	ADVERTISING	\$ 1,500.00	
EFT11724	19/08/2021	GEOFF PERKINS FARM MACHINERY	GREASE LINE, CONNECTORS	\$ 702.96	
EFT11725	19/08/2021	HANCOCKS HOME HARDWARE	POWERPOINT, CLIPS	\$ 101.55	
EFT11726	19/08/2021	ELIZABETH HEFFERNAN	CLEANING 31/07/2021	\$ 50.00	
EFT11727	19/08/2021	HAVE A GO NEWS	WILDFLOWER PROMOTION AUGUST ISSUE	\$ 302.49	
EFT11728	19/08/2021	HERSEY'S SAFETY PTY LTD	DOG WASTE BAGS, SUNBLOCK, STRING LINE, GLOVES, DANGER TAPE, FREIGHT	\$ 904.91	
EFT11729	19/08/2021	IT VISION	ANNUAL SUBSCRIPTION 2 EXTRA USERS	\$ 1,278.20	
EFT11730	19/08/2021	NARROGIN TYRE SERVICE	SCAN TOOL	\$ 426.00	
EFT11731	19/08/2021	KNIGHTLINE COMPUTERS	SOLAR CHARGE CONTROLS X 2	\$ 139.90	
EFT11732	19/08/2021	KIDSAFE WA	PLAYGROUND MAINTENANCE WORKSHOP 22/07/2021	\$ 300.00	
EFT11733	19/08/2021	LGISWA	ACTUAL WAGES ADJUSTMENT 30/06/2020 - 30/06/2021	\$ 824.35	
EFT11734	19/08/2021	MCLEODS BARRISTERS & SOLICITORS	LEASE RES 15088 & 18417 - TOOLIBIN TENNIS CLUB	\$ 2,593.87	
EFT11735	19/08/2021	GREAT SOUTHERN WASTE DISPOSAL	REFUSE COLLECTION JULY, 2021	\$ 6,685.15	
EFT11736	19/08/2021	NARROGIN HARDWARE MAKIT	PRESSURE REDUCING VALVE	\$ 64.50	
EFT11737	19/08/2021	NARROGIN BEARING SERVICES	BALL BEARINGS, GRUB SCREWS	\$ 62.39	
EFT11738	19/08/2021	NARROGIN AGRICULTURAL REPAIRS	BAR, CHAIN CHISELS	\$ 250.20	
EFT11739	19/08/2021	NARROGIN LIQUOR BARONS	REFRESHMENTS - COUNCIL MEETING	\$ 60.99	
EFT11740	19/08/2021	NARROGIN & DISTRICTS PLUMBING SERVICE	REPAIR WATER LEAK - TRAVEL, LABOUR, MATERIALS	\$ 700.70	
EFT11741	19/08/2021	OFFICEWORKS SUPERSTORES PTY LTD	STATIONERY	\$ 133.46	
EFT11742	19/08/2021	REPCO	SAFETY GLASSES	\$ 223.32	
EFT11743	19/08/2021	R J SMITH ENGINEERING	ASSORTED SPRINGS	\$ 11.00	
EFT11744	19/08/2021	STRATEX	SPILL KITS	\$ 2,268.20	
EFT11745	19/08/2021	TOLL IPEC	FREIGHT - STATE LIBRARY	\$ 21.95	
EFT11746	19/08/2021	THE YEALERING PANTRY	TOILET PAPER, HAND SOAP	\$ 80.91	
EFT11747	19/08/2021	WICKEPIN HOTEL AND HARVEST CAFE	REFRESHMENTS COUNCIL MEETING AUGUST 2021	\$ 130.00	
EFT11748	19/08/2021	WICKEPIN NEWSAGENCY	CATERING, PAPERS, REFRESHMENTS, STATIONERY	\$ 840.90	
EFT11749	19/08/2021	WICKEPIN COMMUNITY RESOURCE CENTRE	STATE LIBRARY GRANT	\$ 5,309.00	
EFT11750	19/08/2021	WINC AUSTRALIA PTY LIMITED	FUEL CARD HOLDERS	\$ 19.86	
EFT11751	19/08/2021	MRS HAZEL GREEN	BOND REFUND	\$ 600.00	
EFT11752	20/08/2021	BUNBURY'S TYRE SPECIALISTS	2 X TYRES & BALANCING	\$ 1,620.00	
EFT11753	24/08/2021	COLLI TIMBER & HARDWARE	ROOF TRUSSES AND ANCILLARIES PLUS WALL FRAMES	\$ 89,210.60	
EFT11754	25/08/2021	JASON WINDOWS	WINDOWS DOORS AND FLY SCREENS	\$ 21,238.58	
EFT11755	26/08/2021	SUMMIT FERTILIZERS	BOND REFUND	\$ 240.00	
			<b>TOTALS EFT</b>	<b>\$ 194,932.05</b>	

DD12462.1	01/08/2021	CLASSIC FUNDING GROUP PTY LTD	KONICA MINOLTA C558 SERVICE AGREEMENT	\$ 884.40	
DD12457.1	17/08/2021	WESTNET PTY LTD	INTERNET CHARGES 1/09/2021 - 1/10/2021	\$ 144.90	
			<b>TOTALS DIRECT DEBIT</b>	<b>\$ 1,029.30</b>	
DD12499.1	22/08/2021	ANZ BANK	HC LICENCE APPLICATIONS - BEN CHARLES & AARON BRANSBY	\$ 107.80	
			<b>TOTALS CREDIT CARD</b>	<b>\$ 107.80</b>	
15771	19/08/2021	SYNERGY	POWER ACCOUNT 28/04/2021 20/07/2021	\$ 5,224.93	
15772	19/08/2021	WATER CORPORATION	WATER ACCOUNT 22/06/2021 - 17/08/2021	\$ 340.36	
15770	05/08/2021	WATER CORPORATION	WATER ACCOUNT 26/5/2021 - 27/07/2021	\$ 3,398.21	
			<b>TOTALS CHEQUES</b>	<b>\$ 8,963.50</b>	
DD12447.1	11/08/2021	AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	\$ 4,837.53	
DD12447.2	11/08/2021	ANZ SUPER	SUPERANNUATION CONTRIBUTIONS	\$ 23.38	
DD12447.3	11/08/2021	MLC SUPER FUND	SUPERANNUATION CONTRIBUTIONS	\$ 347.68	
DD12447.4	11/08/2021	PRIME SUPER	SUPERANNUATION CONTRIBUTIONS	\$ 594.73	
DD12447.5	11/08/2021	AUSTRALIAN ETHICAL SUPER	SUPERANNUATION CONTRIBUTIONS	\$ 222.66	
DD12447.6	11/08/2021	NETWEALTH INVESTMENTS	SUPERANNUATION CONTRIBUTIONS	\$ 213.51	
DD12447.7	11/08/2021	AUSTRALIAN SUPER	SUPERANNUATION CONTRIBUTIONS	\$ 348.79	
DD12485.1	25/08/2021	AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	\$ 5,014.36	
DD12485.2	25/08/2021	ANZ SUPER	SUPERANNUATION CONTRIBUTIONS	\$ 204.24	
DD12485.3	25/08/2021	MLC SUPER FUND	SUPERANNUATION CONTRIBUTIONS	\$ 347.68	
DD12485.4	25/08/2021	PRIME SUPER	SUPERANNUATION CONTRIBUTIONS	\$ 635.35	
DD12485.5	25/08/2021	AUSTRALIAN ETHICAL SUPER	SUPERANNUATION CONTRIBUTIONS	\$ 222.66	
DD12485.6	25/08/2021	NETWEALTH INVESTMENTS	SUPERANNUATION CONTRIBUTIONS	\$ 213.51	
DD12485.7	25/08/2021	AUSTRALIAN SUPER	SUPERANNUATION CONTRIBUTIONS	\$ 277.08	
			<b>TOTALS SUPERANNUATION</b>	<b>\$ 13,503.16</b>	
63020821	03/08/2021	TELSTRA	PHONE, WIFI & INTERNET ACCOUNT JULY, 2021	\$ 1,574.51	
63160821	16/08/2021	TELSTRA	SATELLITE PHONE ACCOUNT	\$ 45.00	
63310821	31/08/2021	TELSTRA	PHONE ACCOUNT AUGUST, 2021	\$ 1,528.26	
			<b>TOTALS BPAY</b>	<b>\$ 3,147.77</b>	
98020821	02/08/2021	DEPT OF TRANSPORT	TRANS LICENSING	\$ 72.90	
98040821	04/08/2021	DEPT OF TRANSPORT	TRANS LICENSING	\$ 5,316.35	
98050821	05/08/2021	DEPT OF TRANSPORT	TRANS LICENSING	\$ 2,208.80	
98060821	06/08/2021	DEPT OF TRANSPORT	TRANS LICENSING	\$ 190.70	
98090821	09/08/2021	DEPT OF TRANSPORT	TRANS LICENSING	\$ 471.00	
98100821	10/08/2021	DEPT OF TRANSPORT	TRANS LICENSING	\$ 2,297.85	
98110821	11/08/2021	DEPT OF TRANSPORT	TRANS LICENSING	\$ 212.70	



## GOVERNANCE, AUDIT AND COMMUNITY SERVICES

### 10.2.02 Financial Report

<b>Submission To:</b>	<b>Ordinary Council</b>
<b>Location / Address:</b>	<b>Whole Shire</b>
<b>Name of Applicant:</b>	<b>Erika Clement – Deputy Chief Executive Officer</b>
<b>File Reference:</b>	<b>FM.FR.1212</b>
<b>Author:</b>	<b>Erika Clement – Deputy Chief Executive Officer</b>
<b>Disclosure of any Interest:</b>	<b>Nil</b>
<b>Date of Report:</b>	<b>8 September 2021</b>

**Enclosure/Attachments:** Monthly report.

#### **Background:**

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

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

#### **Comments:**

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

#### **Statutory Environment:**

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

Local Government (Financial Management) Regulations 1996.

34. Financial reports to be prepared s. 6.4

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

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

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

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

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

- (a) According to nature and type classification;

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

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

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

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

**Policy Implications:** Nil

**Strategic Implications:** Nil

**Recommendations:**

That the financial statements tabled for the period ending 31 August 2021 as presented be received.

**Voting Requirements:** Simple majority



## SHIRE OF WICKEPIN

### MONTHLY FINANCIAL REPORT

For the Period Ended 31 August 2021

LOCAL GOVERNMENT ACT 1995

LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996

### TABLE OF CONTENTS

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

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

For the Period Ended 31 August 2021

**Report Purpose**

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

**Overview**

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

**Statement of Financial Activity by reporting program**

Is presented on page 6 and shows a surplus as at 31 August 2021 of \$2,521,879.

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

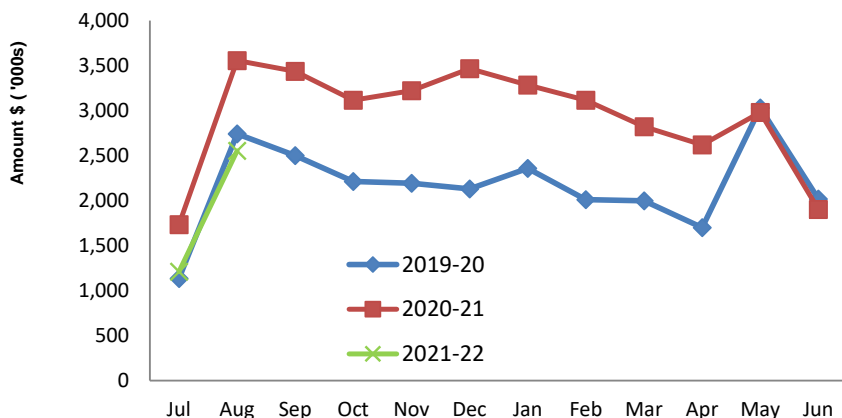
Date prepared: 6-Sep-21

Reviewed by: Mark Hook CEO



**Shire of Wickepin**  
**Monthly Summary Information**  
 For the Period Ended 31 August 2021

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



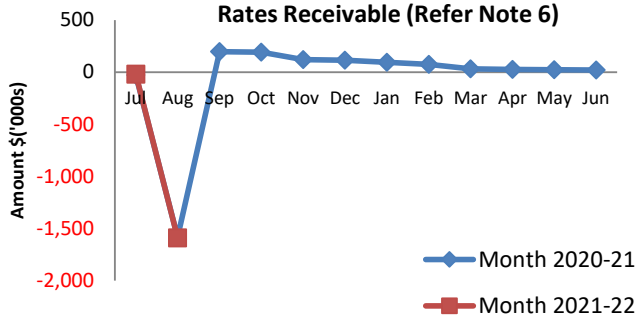
**Cash and Cash Equivalents as at period end**

Unrestricted	\$ 2,358,969
Restricted	\$ 2,824,404
	\$ 5,183,373

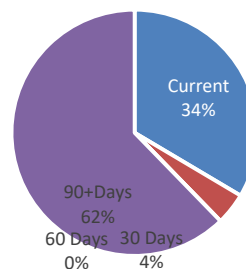
**Receivables**

Rates	\$ 1,589,546
Other	\$ 642
	\$ 1,590,188

**Rates Receivable (Refer Note 6)**



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



**Comments**

Unrestricted cash includes the following payments in advance

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

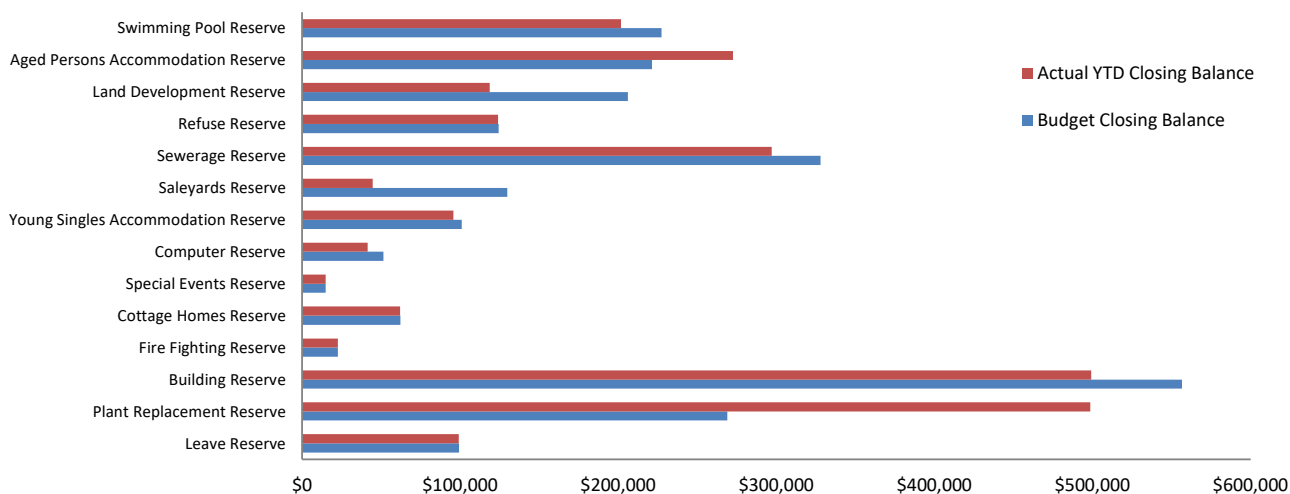
This information is to be read in conjunction with the accompanying Financial Statements and notes.

**Shire of Wickepin**  
**Monthly Summary Information**  
 For the Period Ended 31 August 2021

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



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



**Comments**

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

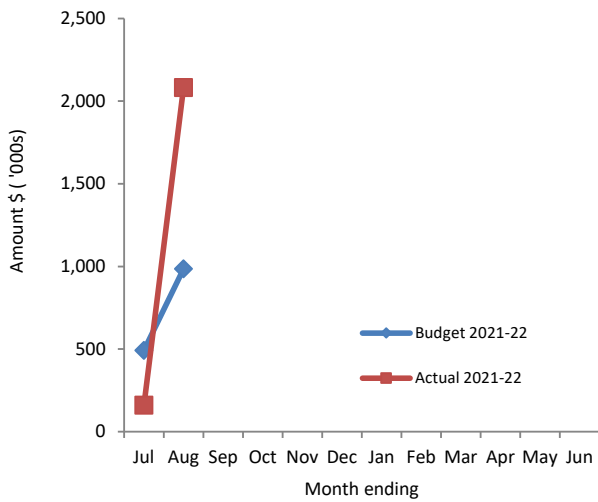
# Shire of Wickepin

## Monthly Summary Information

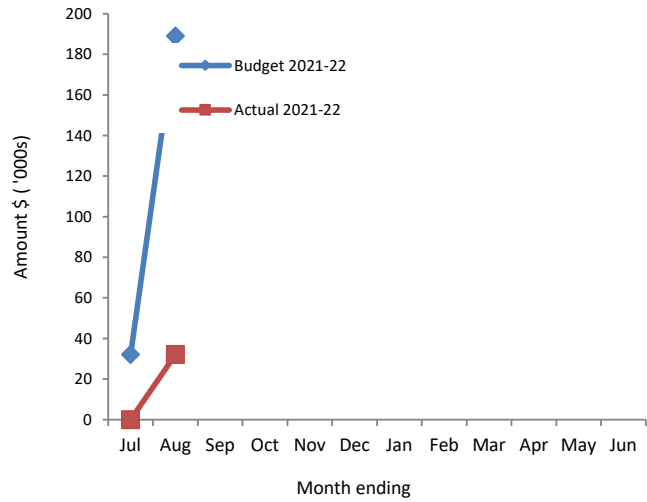
For the Period Ended 31 August 2021

### Revenues

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

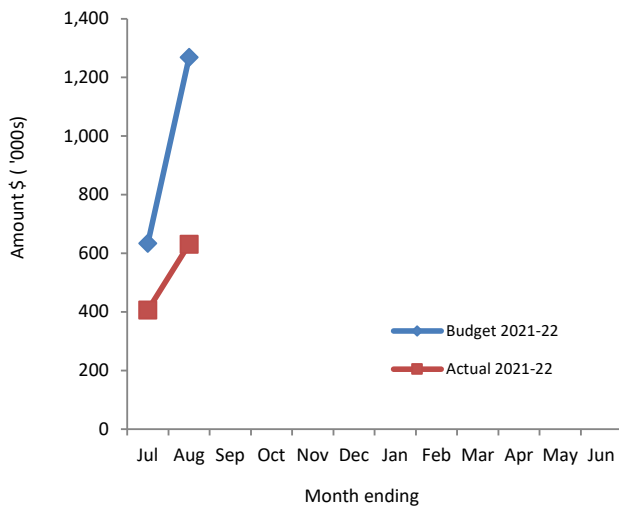


**Budget Capital Revenue -v- Actual (Refer Note 2)**

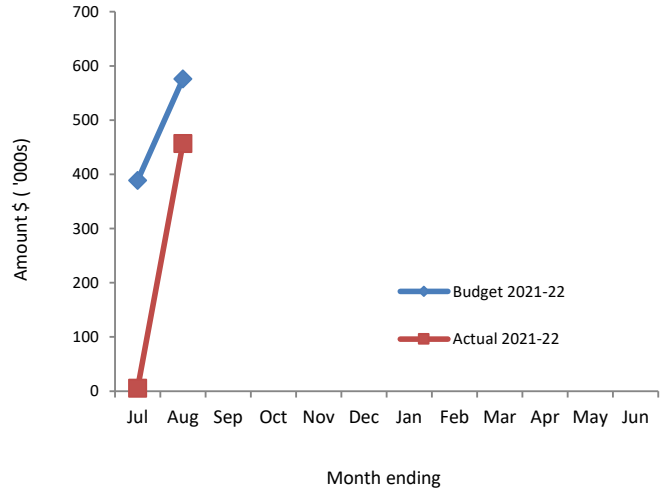


### Expenditure

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



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



### Comments

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

STATEMENT OF FINANCIAL ACTIVITY  
(Statutory Reporting Program)  
For the Period Ended 31 August 2021

Note	Annual Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
<b>Operating Revenues</b>	\$	\$	\$	\$	%	
Governance	1,725	286	520	234	81.73%	
General Purpose Funding - Rates	1,398,297	1,522,607	1,507,719	(14,888)	(0.98%)	
General Purpose Funding - Other	782,761	194,037	198,150	4,113	2.12%	
Law, Order and Public Safety	97,284	54,500	48,757	(5,743)	(10.54%)	
Health	700	114	0	(114)	(100.00%)	
Education and Welfare	300	48	136	88	184.06%	
Housing	907,934	151,316	13,583	(137,733)	(91.02%)	▼
Community Amenities	188,570	138,959	145,647	6,688	4.81%	
Recreation and Culture	195,767	32,290	7,889	(24,401)	(75.57%)	▼
Transport	1,968,736	143,295	144,132	837	0.58%	
Economic Services	334,135	10,960	8,934	(2,026)	(18.49%)	
Other Property and Services	34,000	5,664	6,157	493	8.70%	
<b>Total Operating Revenue</b>	<b>5,910,209</b>	<b>2,254,076</b>	<b>2,081,623</b>	<b>(172,453)</b>		
<b>Operating Expense</b>						
Governance	(500,591)	(129,178)	(115,968)	13,209	10.23%	▼
General Purpose Funding	(102,524)	(17,086)	(14,982)	2,104	12.31%	▼
Law, Order and Public Safety	(238,302)	(66,986)	(63,228)	3,758	5.61%	
Health	(25,055)	(4,166)	(2,797)	1,369	32.87%	
Education and Welfare	(26,840)	(4,460)	(826)	3,634	81.49%	▼
Housing	(165,862)	(26,024)	(19,248)	6,776	26.04%	▼
Community Amenities	(426,833)	(74,350)	(45,887)	28,463	38.28%	▼
Recreation and Culture	(997,842)	(166,348)	(100,639)	65,709	39.50%	▼
Transport	(4,899,391)	(816,522)	(172,532)	643,990	78.87%	▼
Economic Services	(262,672)	(43,730)	(36,090)	7,640	17.47%	▼
Other Property and Services	36,166	(24,259)	(59,152)	(34,893)	(143.84%)	▲
<b>Total Operating Expenditure</b>	<b>(7,609,745)</b>	<b>(1,373,108)</b>	<b>(631,349)</b>	<b>741,760</b>		
<b>Funding Balance Adjustments</b>						
Add back Depreciation	4,727,594	787,920	0	(787,920)	(100.00%)	▼
Adjust (Profit)/Loss on Asset Disposal	(79,557)	(2,322)	(5,818)	(3,496)	150.56%	
Adjust Provisions and Accruals	282	0	0	0		
Adjust Rounding	0	0	1			
<b>Net Cash from Operations</b>	<b>2,948,783</b>	<b>1,666,566</b>	<b>1,444,458</b>	<b>(222,109)</b>		
<b>Capital Revenues</b>						
Proceeds from Disposal of Assets	378,000	189,000	31,818	(157,182)	(83.16%)	▼
<b>Total Capital Revenues</b>	<b>378,000</b>	<b>189,000</b>	<b>31,818</b>	<b>(157,182)</b>		
<b>Capital Expenses</b>						
Land and Buildings	(1,097,025)	(182,000)	(106,989)	75,011	41.21%	▼
Infrastructure - Roads	(2,125,019)	(343,174)	(4,422)	338,752	98.71%	▼
Infrastructure - Footpaths	(15,000)	0	0	0		
Infrastructure - Other	(414,000)	(69,000)	(265,306)	(196,306)	(284.50%)	▲
Plant and Equipment	(959,000)	(80,000)	(80,108)	(108)	(0.14%)	
<b>Total Capital Expenditure</b>	<b>(4,610,044)</b>	<b>(674,174)</b>	<b>(456,826)</b>	<b>217,348</b>		
<b>Net Cash from Capital Activities</b>	<b>(4,232,044)</b>	<b>(485,174)</b>	<b>(425,008)</b>	<b>60,166</b>		
<b>Financing</b>						
Proceeds from New Debentures	0	0	0	0		
Self-Supporting Loan Principal	6,847	3,424	3,390	(34)	(0.98%)	
Transfer from Reserves	283,000	0	0	0		
Repayment of Debentures	(46,139)	(3,390)	(3,390)	0	0.00%	
Transfer to Reserves	(561,000)	0	0	0		
<b>Net Cash from Financing Activities</b>	<b>(317,292)</b>	<b>34</b>	<b>0</b>	<b>(34)</b>		
<b>Net Operations, Capital and Financing</b>	<b>(1,600,553)</b>	<b>1,181,425</b>	<b>1,019,450</b>	<b>(161,976)</b>		
<b>Opening Funding Surplus(Deficit)</b>	<b>1,601,290</b>	<b>1,502,429</b>	<b>1,502,429</b>	<b>0</b>	<b>0.00%</b>	
<b>Closing Funding Surplus(Deficit)</b>	<b>737</b>	<b>2,683,854</b>	<b>2,521,879</b>	<b>(161,976)</b>		

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

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

Council Meeting  
SHIRE OF WICKEPIN  
STATEMENT OF FINANCIAL ACTIVITY  
(By Nature or Type)  
For the Period Ended 31 August 2021

	Note	Amended Annual Budget	Amended YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
<b>Operating Revenues</b>		\$	\$	\$	\$	%	
Rates	9	1,398,297	1,522,603	1,507,719	(14,884)	(0.98%)	
Operating Grants, Subsidies and Contributions	11	1,659,826	453,254	337,636	(115,619)	(25.51%)	▼
Fees and Charges		465,438	221,703	230,081	8,378	3.78%	
Service Charges		0	0	0	0		
Interest Earnings		17,300	2,882	370	(2,512)	(87.18%)	
Other Revenue		0	0	0	0		
Profit on Disposal of Assets	8	100,545	5,818	5,818			
<b>Total Operating Revenue</b>		<b>3,641,406</b>	<b>2,206,260</b>	<b>2,081,623</b>	<b>(124,637)</b>		
<b>Operating Expense</b>							
Employee Costs		(1,236,634)	(206,978)	(220,901)	(13,923)	(6.73%)	
Materials and Contracts		(1,198,778)	(230,168)	(211,823)	18,345	7.97%	
Utility Charges		(187,750)	(30,522)	(23,550)	6,972	22.84%	▲
Depreciation on Non-Current Assets		(4,727,594)	(787,920)	0	787,920	100.00%	▲
Interest Expenses		(4,032)	(246)	109	355	144.24%	▲
Insurance Expenses		(214,969)	(110,614)	(154,088)	(43,474)	(39.30%)	▼
Other Expenditure		(19,000)	(3,164)	(21,095)	(17,931)	(566.71%)	▼
Loss on Disposal of Assets	8	(20,988)	(3,496)	0	3,496	100.00%	
<b>Total Operating Expenditure</b>		<b>(7,609,745)</b>	<b>(1,373,108)</b>	<b>(631,349)</b>	<b>741,760</b>		
<b>Funding Balance Adjustments</b>							
Add back Depreciation		4,727,594	787,920	0	(787,920)	(100.00%)	▼
Adjust (Profit)/Loss on Asset Disposal	8	(79,557)	(2,322)	(5,818)	(3,496)	150.56%	
Adjust Provisions and Accruals		282	0	0	0		
Adjust Rounding		0	0	1			
<b>Net Cash from Operations</b>		<b>679,980</b>	<b>1,618,750</b>	<b>1,444,458</b>	<b>(174,293)</b>		
<b>Capital Revenues</b>							
Grants, Subsidies and Contributions	11	2,268,803	47,816	0	(47,816)	(100.00%)	▼
Proceeds from Disposal of Assets	8	378,000	189,000	31,818	(157,182)	(83.16%)	▼
<b>Total Capital Revenues</b>		<b>2,646,803</b>	<b>236,816</b>	<b>31,818</b>	<b>(204,998)</b>		
<b>Capital Expenses</b>							
Land and Buildings	13	(1,097,025)	(182,000)	(106,989)	75,011	41.21%	▲
Infrastructure - Roads	13	(2,125,019)	(343,174)	(4,422)	338,752	98.71%	▲
Infrastructure - Footpaths	13	(15,000)	0	0	0		
Infrastructure - Drainage	13	(414,000)	(69,000)	(265,306)	(196,306)	(284.50%)	▼
Plant and Equipment	13	(959,000)	(80,000)	(80,108)	(108)	(0.14%)	
Furniture and Equipment	13	0	0	0	0		
<b>Total Capital Expenditure</b>		<b>(4,610,044)</b>	<b>(674,174)</b>	<b>(456,826)</b>	<b>217,348</b>		
<b>Net Cash from Capital Activities</b>		<b>(1,963,241)</b>	<b>(437,358)</b>	<b>(425,008)</b>	<b>12,350</b>		
<b>Financing</b>							
Proceeds from New Debentures		0	0	0	0		
Proceeds from Advances		0	0	0	0		
Self-Supporting Loan Principal		6,847	3,424	3,390	(34)	(0.98%)	
Transfer from Reserves	7	283,000	0	0	0		
Advances to Community Groups		0	0	0	0		
Repayment of Debentures	10	(46,139)	(3,390)	(3,390)	0	0.00%	
Transfer to Reserves	7	(561,000)	0	0	0		
<b>Net Cash from Financing Activities</b>		<b>(317,292)</b>	<b>34</b>	<b>0</b>	<b>(34)</b>		
<b>Net Operations, Capital and Financing</b>		<b>(1,600,553)</b>	<b>1,181,425</b>	<b>1,019,450</b>	<b>(161,976)</b>		
<b>Opening Funding Surplus(Deficit)</b>	3	<b>1,601,290</b>	<b>1,502,429</b>	<b>1,502,429</b>	<b>0</b>	<b>0.00%</b>	
<b>Closing Funding Surplus(Deficit)</b>	3	<b>737</b>	<b>2,683,854</b>	<b>2,521,879</b>	<b>(161,976)</b>		

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

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

STATEMENT OF CAPITAL ACQUISITIONS AND CAPITAL FUNDING  
For the Period Ended 31 August 2021

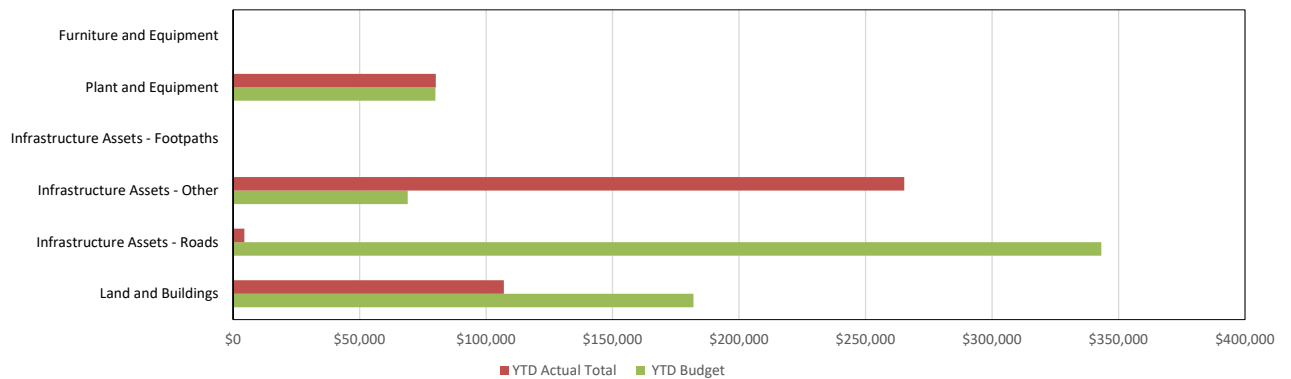
Capital Acquisitions	Note	YTD Actual New /Upgrade (a)	YTD Actual (Renewal Expenditure) (b)	YTD Actual Total (c) = (a)+(b)	YTD Budget (d)	YTD 31 08 2021	
						Amended Annual Budget	Variance (d) - (c)
Land and Buildings	13	\$ 106,989	\$ 0	\$ 106,989	\$ 182,000	\$ 1,097,025	\$ (75,011)
Infrastructure Assets - Roads	13		4,422	4,422	343,174	2,125,019	(338,752)
Infrastructure Assets - Other	13	265,306	0	265,306	69,000	414,000	196,306
Infrastructure Assets - Footpaths	13	0	0	0	0	15,000	0
Plant and Equipment	13	80,108	0	80,108	80,000	959,000	108
Furniture and Equipment	13	0	0	0	0	0	0
<b>Capital Expenditure Totals</b>		<b>452,403</b>	<b>4,422</b>	<b>456,826</b>	<b>674,174</b>	<b>4,610,044</b>	<b>(217,348)</b>

Funded By:

Capital Grants and Contributions	0	2,268,803	2,268,803	2,268,803
Borrowings	0	0	0	0
Other (Disposals & C/Fwd)	31,818	189,000	(79,557)	(157,182)
Own Source Funding - Cash Backed Reserves				
Aged Accommodation Reserve	52,000	0		52,000
Plant Reserve	231,000	0		231,000
Building Reserve				
<b>Total Own Source Funding - Cash Backed Reserves</b>	<b>0</b>	<b>0</b>	<b>(283,000)</b>	<b>0</b>
Own Source Funding - Operations	142,008	(1,783,629)	2,420,798	1,925,637
<b>Capital Funding Total</b>	<b>456,826</b>	<b>674,174</b>	<b>4,610,044</b>	<b>(217,348)</b>

Comments and graphs

Capital Expenditure Program YTD



**SHIRE OF WICKEPIN**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 August 2021**

**1. SIGNIFICANT ACCOUNTING POLICIES**

**(a) Basis of Accounting**

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

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

**Critical Accounting Estimates**

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

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

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

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

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

**(c) Rounding Off Figures**

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

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

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

**(e) Goods and Services Tax**

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

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

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

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

**SHIRE OF WICKEPIN**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 August 2021**

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

**(f) Cash and Cash Equivalents**

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

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

**(g) Trade and Other Receivables**

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

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

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

**(h) Inventories**

***General***

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

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

***Land Held for Resale***

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

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

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

**(i) Fixed Assets**

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

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



**SHIRE OF WICKEPIN**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 August 2021**

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

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

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

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

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

**(k) Trade and Other Payables**

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

**(l) Employee Benefits**

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

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

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

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

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

**SHIRE OF WICKEPIN**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 August 2021**

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

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

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

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

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

***Borrowing Costs***

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

**(n) Provisions**

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

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

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

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

**SHIRE OF WICKEPIN**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 August 2021**

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

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

**Operating Grants, Subsidies and Contributions**

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

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

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

**Profit on Asset Disposal**

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

**Fees and Charges**

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

**Service Charges**

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

**Interest Earnings**

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

**Other Revenue / Income**

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

**Employee Costs**

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

**Materials and Contracts**

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

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

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

**SHIRE OF WICKEPIN**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 August 2021**

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

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

**Insurance**

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

**Loss on asset disposal**

Loss on the disposal of fixed assets.

**Depreciation on non-current assets**

Depreciation expense raised on all classes of assets.

**Interest expenses**

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

**Other expenditure**

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

**(r) Statement of Objectives**

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

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

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

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

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

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

**(s) GOVERNANCE**

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

**GENERAL PURPOSE FUNDING**

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

**LAW, ORDER, PUBLIC SAFETY**

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

**HEALTH**

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

**SHIRE OF WICKEPIN**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 August 2021**

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

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

**HOUSING**

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

**COMMUNITY AMENITIES**

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

**RECREATION AND CULTURE**

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

**TRANSPORT**

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

**ECONOMIC SERVICES**

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

**OTHER PROPERTY & SERVICES**

Plant works, plant overheads and stock of materials.

**Note 2: EXPLANATION OF MATERIAL VARIANCES**

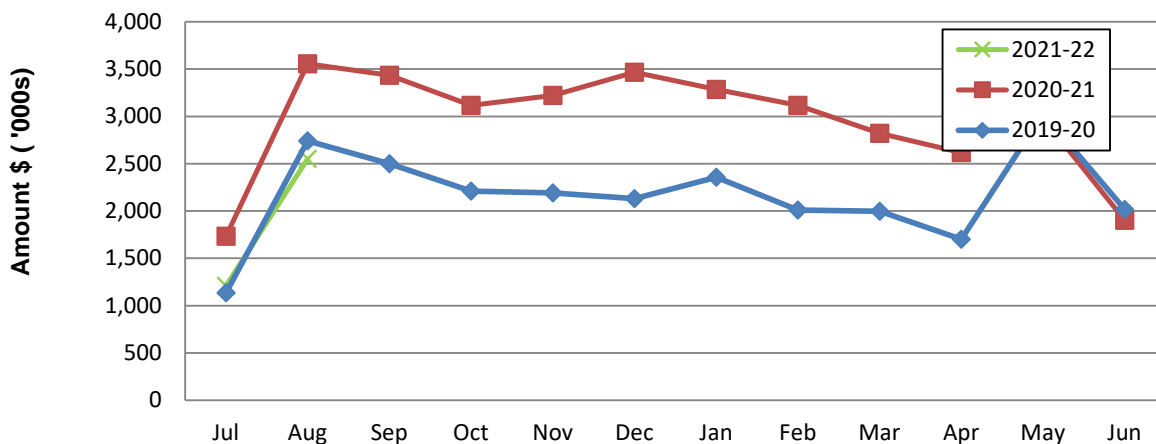
Reporting Program	Var. \$	Var. %	Var.	Timing/ Permanent	Explanation of Variance
<b>Operating Revenues</b>	\$	%			
<b>Governance</b>	234	81.73%			
General Purpose Funding - Other	4,113	2.12%			
Law, Order and Public Safety	(5,743)	(10.54%)			
Housing	(137,733)	(91.02%)	▼	Timing	Aged Units income from Contract Ilabilities conditions not yet met.
Community Amenities	6,688	4.81%			
Recreation and Culture	(24,401)	(75.57%)	▼	Timing	Wogolin Playground income from Contract Ilabilities conditions not yet met.
Transport	837	0.58%			
Economic Services	(2,026)	(18.49%)			
Other Property and Services	493	8.70%			
<b>Operating Expense</b>					
Governance	13,209	10.23%	▼	Timing	Over several accounts. Advertising (CDO adverts). Priiting/Stationary. Depreciation not run until after Annual report Finalized
General Purpose Funding	2,104	12.31%	▼	Timing	Over several accounts. Loan Guarantee Fee. Depreciation not run until after Annual report Finalized
Law, Order and Public Safety	3,758	5.61%			
Health	1,369	32.87%			
Education and Welfare	3,634	81.49%	▼	Timing	No Invoices from Narrogin. Depreciation not run until after Annual report Finalized
Housing	6,776	26.04%	▼	Timing	Depreciation not run until after Annual report Finalized
Community Amenities	28,463	38.28%	▼	Timing	Depreciation not run until after Annual report Finalized
Recreation and Culture	65,709	39.50%	▼	Timing	Depreciation not run until after Annual report Finalized
Transport	643,990	78.87%	▼	Timing	Depreciation not run until after Annual report Finalized
Economic Services	7,640	17.47%	▼	Timing	Depreciation not run until after Annual report Finalized
Other Property and Services	(34,893)	(143.84%)	▲	Timing	Training completed earlier. Depreciation not run until after Annual report Finalized
<b>Capital Revenues</b>					
Grants, Subsidies and Contributions	(47,816)	(100.00%)	▼	Timing	Roads to recovery, RRG funds not received yet.
Proceeds from Disposal of Assets	(157,182)	(83.16%)	▼	Timing	Plant not disposed of yet
<b>Capital Expenses</b>					
Land and Buildings	75,011	41.21%	▼		Aged units and Staff house not yet completed
Infrastructure - Roads	338,752	98.71%	▼		Roads not completed
Infrastructure - Footpaths	0				
Plant and Equipment	(108)	(0.14%)			
<b>Financing</b>					
Loan Principal	0	0.00%			

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
For the Period Ended 31 August 2021

**Note 3: NET CURRENT FUNDING POSITION**

				Positive=Surplus (Negative=Deficit)		
				YTD 31 Aug 2021	30 June 2020	YTD 30 Aug 2020
Note				\$	\$	\$
<b>Current Assets</b>						
4	Cash Unrestricted			2,358,969	2,472,116	975,440
4	Cash Restricted			2,824,404	2,536,024	1,274,113
6	Receivables - Rates			1,589,546	22,107	73,835
6	Receivables -Other			642	29,288	112,223
	Interest / ATO Receivable/Trust			45,618	87,804	27,693
	Inventories				0	0
				6,819,179	5,147,340	2,463,304
<b>Less: Current Liabilities</b>						
	Payables			(391,801)	(27,403)	(26,842)
	Contract Liabilities			(853,441)	(853,441)	
	Provisions			(227,654)	(228,043)	(144,743)
				(1,472,896)	(1,108,886)	(171,586)
7	Less: Cash Reserves			(2,824,404)	(2,536,024)	(1,274,113)
	<b>Net Current Funding Position</b>			<b>2,521,879</b>	<b>1,502,429</b>	<b>1,017,605</b>

**Note 3 - Liquidity Over the Year**



**Comments - Net Current Funding Position**

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
For the Period Ended 31 August 2021**Note 4: CASH AND INVESTMENTS**

	Interest Rate	Unrestricted \$	Restricted \$	Trust \$	Total Amount \$	Institution	Maturity Date
<b>(a) Cash Deposits</b>							
Municipal Bank Account	0.00%	466,260			466,260	ANZ	At Call
Reserve Bank Account	0.00%		2,824,404		2,824,404	ANZ	At Call
Trust Bank Account	0.00%			203,560	203,560	ANZ	At Call
Cash On Hand	Nil	700.00			700	N/A	On Hand
<b>(b) Term Deposits</b>							
Municipal					0		
Municipal	0.60%				0		
Municipal	0.20%	1,892,009			1,892,009	WA Treasury	At Call
Reserve	0.20%				0		
Trust	0.20%				0		
<b>Total</b>		<b>2,358,969</b>	<b>2,824,404</b>	<b>203,560</b>	<b>5,386,933</b>		

**Comments/Notes - Investments**



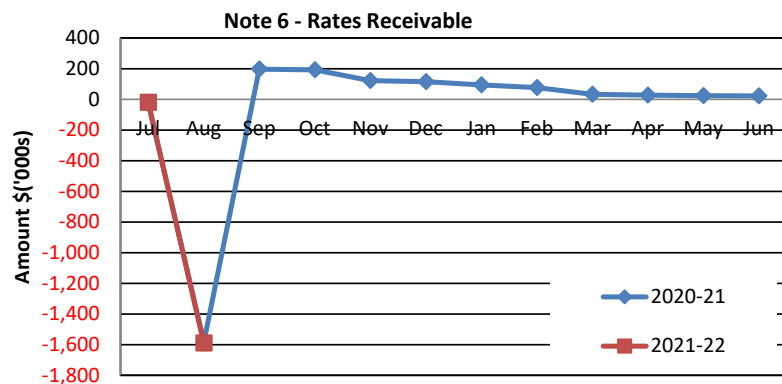


NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
For the Period Ended 31 August 2021

**Note 6: RECEIVABLES**

**Receivables - Rates Receivable**

	YTD 31 Aug 2021	30 June 2021
	\$	\$
Opening Arrears Previous Years	19,522	19,522
Levied this year	1,695,315	1,534,110
Less Collections to date	(125,291)	(1,519,102)
Equals Current Outstanding	<b>1,589,546</b>	<b>34,530</b>
<b>Net Rates Collectable</b>	<b>1,589,546</b>	<b>34,530</b>
% Collected	7.31%	97.78%



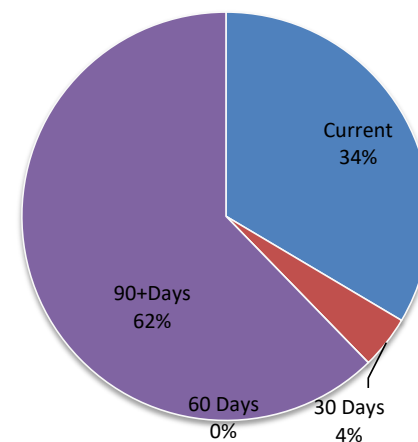
Comments/Notes - Receivables Rates

**Receivables - General**

	Current	30 Days	60 Days	90+Days
	\$	\$	\$	\$
Receivables - General	215	27	0	400
<b>Total Receivables General Outstanding</b>				<b>642</b>

Amounts shown above include GST (where applicable)

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



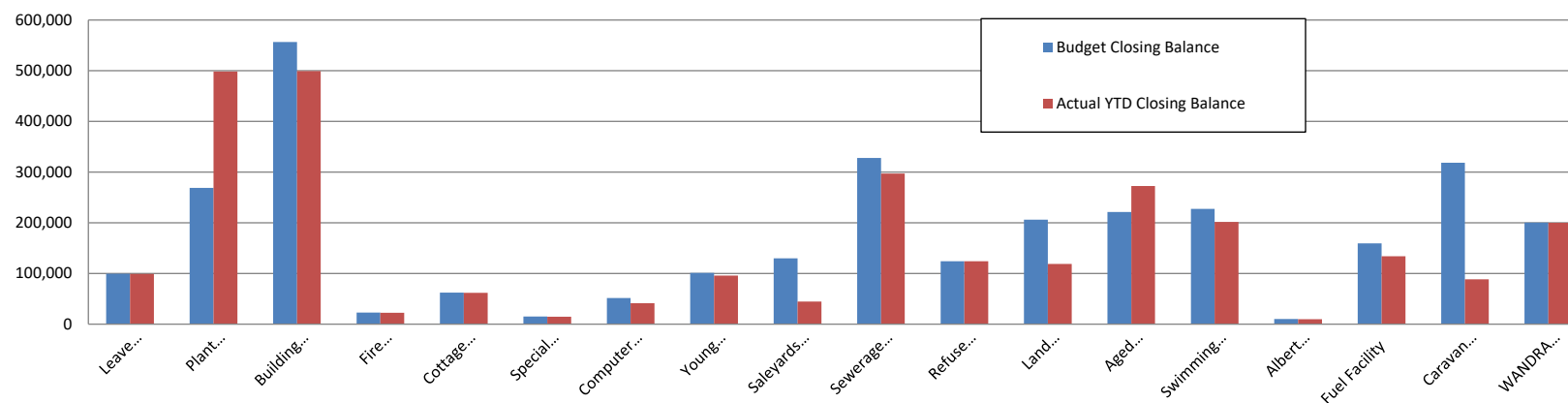
Comments/Notes - Receivables General

**SHIRE OF WICKEPIN**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 August 2021**

**Note 7: Cash Backed Reserve**

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

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



NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
For the Period Ended 31 August 2021

Note 8 CAPITAL DISPOSALS

Actual YTD Profit/(Loss) of Asset Disposal				Disposals	Amended Current Budget			Comments
Cost	Accum Depr	Proceeds	Profit (Loss)		YTD 31 08 2021			
					Amended Annual Budget Profit/(Loss)	Actual Profit/(Loss)	Variance	
\$	\$	\$	\$	\$	\$	\$		
				<b>Plant and Equipment</b>				
			0	P713A 2013 Komatsu GD 5555 Grader	72,287	0	(72,287)	
52,000	26,000	31,818	5,818	P698A 2015 Dutral HinoTip Truck	5,572	5,818	246	
			0	P697 2013 Dynapac CA2500 Vibe' Roller	14,587	0	(14,587)	
			0	PCEO 2021 Isuzu STNSDN	(2,803)	0	2,803	
			0	PCEO 2021 Isuzu STNSDN	(2,803)	0	2,803	
			0	PWS 2021 Isuzu D Max 4X4 Dual Cab	8,099	0	(8,099)	
			0	PFACEY 2020 Mitsubishi Triton 4X4 Dual Cab	(15,382)	0	15,382	
			0			0	0	
<b>52,000</b>	<b>26,000</b>	<b>31,818</b>	<b>5,818</b>		<b>79,557</b>	<b>5,818</b>	<b>(73,739)</b>	

Comments - Capital Disposal/Replacements

Council Meeting  
SHIRE OF WICKEPIN  
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
For the Period Ended 31 August 2021

Note 9: RATING INFORMATION	Rate in \$	Number of Properties	Rateable Value \$	Rate Revenue \$	Interim Rates \$	Back Rates \$	Total Revenue \$	Amended Budget Rate Revenue \$	Amended Budget Interim Rate \$	Amended Budget Back Rate \$	Amended Budget Total Revenue \$
<b>RATE TYPE</b>											
<b>Differential General Rate</b>											
GRV	0.071120	140	1,476,107	104,981		0	104,981	104,981	1,000		105,981
UV	0.008319	278	161,592,253	1,344,286			1,344,286	1,344,286			1,344,286
<b>Sub-Totals</b>		418	163,068,360	1,449,267	0	0	1,449,267	1,449,267	1,000	0	1,450,267
<b>Minimum Payment</b>	<b>Minimum \$</b>										
GRV	500.00	118	44,870	59,000			59,000	59,000			59,000
UV	500.00	24	816,573	12,000			12,000	12,000			12,000
<b>Sub-Totals</b>		142	861,443	71,000	0	0	71,000	71,000	0	0	71,000
Ex Gratia Rates							1,520,267				1,521,267
Discount							0				13,055
Rates Writeoffs							(12,523)				(136,000)
Amount from General Rates							(25)				(25)
Specified Area Rates							<b>1,507,719</b>				<b>1,398,297</b>
<b>Totals</b>							<b>1,507,719</b>				<b>1,398,297</b>

**Comments - Rating Information**

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
For the Period Ended 31 August 2021

## 10. INFORMATION ON BORROWINGS

## (a) Debenture Repayments

Particulars	Principal 1-Jul-21	New Loans	Principal Repayments		Principal Outstanding		Interest Repayments		Loan Completion Date
			Actual \$	Budget \$	Actual \$	Budget \$	Actual \$	Budget \$	
Loan 102 - WD Sports Club SS Greens	13,972		3390	6,847	13,972	13,972	279	491	17/01/2023
Loan 103 -Staff House	388,491			39,292	0	414,018		3,541	2/12/2030
	402,463	0	3,390	46,139	13,972	427,990	279	4,032	

All debenture repayments were financed by general purpose revenue.

## (b) New Debentures

No new debentures were raised during the reporting period.

Council Meeting  
**SHIRE OF WICKEPIN**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 August 2021**

**Note 11: GRANTS AND CONTRIBUTIONS**

Program/Details GL	Grant Provider	Approval	2021-22 Budget	Variations Additions (Deletions)			Recoup Status	
					Operating	Capital	Received	Not Received
		(Y/N)	\$	\$	\$	\$	\$	\$
<b>GENERAL PURPOSE FUNDING</b>								
Grants Commission - General	WALGGC	Y	523,068	0	523,068	0	127,968	395,100
Grants Commission - Roads	WALGGC	Y	239,893	0	239,893	0	69,023	170,870
<b>LAW, ORDER, PUBLIC SAFETY</b>								
FESA Grant - Operating Bush Fire Brigade	Dept. of Fire & Emergency Serv.	Y	44,686	0	44,686	0	0	44,686
				0				0
<b>HOUSING</b>								
WSAHA Grant	DPIRD	Y	150,000			150,000	0	150,000
WSAHA Grant	DPIRD	Y	680,134		680,134		0	0
WSAHA Grant	DPIRD	Y				0	0	0
<b>EDUCATION &amp; WELFARE</b>								
		N			0	0		0
<b>COMMUNITY AMENITIES</b>								
		Y					0	0
<b>RECREATION AND CULTURE</b>								
Saluting their Service		Y	36,400		24,000		0	24,000
State Library Grant		N			5,000		5,000	0
			136,907			136,907		
<b>ECONOMIC SERVICES</b>								
LRCI Funding		Y	260,350			260,350	0	260,350
<b>TRANSPORT</b>								
Roads To Recovery Grant - Cap	Roads to Recovery	Y	327,069	0	0	327,069	0	327,069
RRG Grants - Capital Projects	Regional Road Group	Y	1,210,037	0	0	1,210,037	0	1,210,037
Direct Grant - Maintenance	Dept. of Transport	Y	135,645	0	135,645	0	135,645	0
Blackspot Funding	Blackspot	Y	184,440	0	0	184,440	0	184,440
<b>TOTALS</b>			<b>3,928,629</b>	<b>0</b>	<b>1,652,426</b>	<b>2,268,803</b>	<b>337,636</b>	<b>2,766,553</b>
Operating	Operating		1,659,826				337,636	
Non-Operating	Non-operating		2,268,803				0	
			<u>3,928,629</u>				<u>337,636</u>	

**SHIRE OF WICKEPIN**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 August 2021**

**Note 12: TRUST FUND**

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

Description	Opening Balance 1 Jul 21	Amount Received	Amount Paid	Closing Balance 31-Aug-21
	\$	\$	\$	\$
Housing Bonds	0.00	0.00	0.00	0.00
Master Key Deposits	240.00	2,040.00	-1,680.00	600.00
Nomination Deposits	0.00	0.00	0.00	0.00
Building and BCITF	0.00	0.00	0.00	0.00
Cat/Dog Trap Hire	50.00	0.00	0.00	50.00
WDSC Replacement Greens	134,754.57	2,500.00	0.00	137,254.57
Miscellaneous Trust	2,329.21	120.00	0.00	2,449.21
Yealering Bowling Club Greens	63,806.22	0.00	0.00	63,806.22
Licensing		35,419.90	-35,419.90	0.00
	<b>201,180.00</b>	<b>40,079.90</b>	<b>-37,099.90</b>	<b>204,160.00</b>





SHIRE OF WICKEPIN  
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
For the Period Ended 31 August 2021

Note 13: CAPITAL ACQUISITIONS

		31/08/2021					
	Infrastructure Assets	Annual Budget	Amended YTD Budget	YTD Actual	Variance (Under)/Over	YTD Actual (Renewal Exp)	Strategic Reference / Comment
	<b>Land &amp; Buildings</b>						
	<b>Housing</b>						
	STAFF HOUSE	CSH12	(76,350)	(12,726)	(584)	(12,142)	Carryover from 20/21
	<b>Housing Total</b>		<b>(76,350)</b>	<b>(12,726)</b>	<b>(584)</b>	<b>(12,142)</b>	<b>0</b>
	<b>Other Housing</b>						
	CAPITAL EXPENSE - LIFESTYLE VILLAGE	3272	(836,675)	(139,446)	(100,408)	(39,038)	Carryover from 20/21
	<b>Other Housing Total</b>		<b>(836,675)</b>	<b>(139,446)</b>	<b>(100,408)</b>	<b>(39,038)</b>	
	<b>Community Amenities</b>						
	Paint old PWD shed	LPWC	(8,000)		(616)		
	Harrismith Public Toilet	LPCC	(40,000)	(6,666)	0	0	0
	<b>Community Amenities Total</b>		<b>(48,000)</b>	<b>(6,666)</b>	<b>(616)</b>	<b>0</b>	
	<b>Recreation and Culture</b>						
	Yealering Croquet Club Retaining Wall	CLPH2	(10,000)	(1,666)	0	(1,666)	
	Upgrade CCTV Community Centre	CLCC1	(12,000)	(2,000)	0	(12,000)	
	War Memorial Upgrade	CWMM1	(40,000)	(6,666)	0	0	
	Paint Yealering CWA	5504	(7,000)	(1,666)	0	(1,666)	
	Reroof Play Group Building - P301	1514	(10,000)	(1,666)	0	(1,666)	
	<b>Recreation And Culture Total</b>		<b>(79,000)</b>	<b>(13,664)</b>	<b>0</b>	<b>(16,998)</b>	
	<b>Transport</b>						
	Depot - Crib Room	LDP1	(47,000)				
	Depot - Shed floor	LDP1	(10,000)	(9,498)	(5,381)	(4,117)	Carryover from 20/21
	<b>Transport Total</b>		<b>(57,000)</b>	<b>(9,498)</b>	<b>(5,381)</b>	<b>(4,117)</b>	
	<b>Land and Buildings Total</b>		<b>(1,097,025)</b>	<b>(182,000)</b>	<b>(106,889)</b>	<b>(72,295)</b>	<b>0</b>
	<b>Footpaths</b>						
	FOOTPATHS	LFP1	(15,000)	0	0	0	
	<b>Transport Total</b>		<b>(15,000)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>Footpaths Total</b>		<b>(15,000)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>Plant , Equip. &amp; Vehicles</b>						
	<b>Governance</b>						
	CEO VEHICLE	1064	(88,000)	0	0	0	0
	<b>Governance Total</b>		<b>(88,000)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>Recreation And Culture</b>						
	Replace Main Sewer Pump	LEDC	(10,000)	(10,000)	(7,388)	2,613	
	<b>Recreation And Culture Total</b>		<b>(10,000)</b>	<b>0</b>	<b>(7,388)</b>	<b>0</b>	<b>0</b>
	<b>Transport</b>						
	P698 - 2015 Duto HinoTip Truck	6034	(80,000)	(80,000)	(72,721)	(7,279)	0
	P713A - 2013 Komatsu GD 5555 Grader	6034	(450,000)	0	0	(450,000)	0
	P697 - 2013 Dynapac CA2500 Vibe' Roller	6034	(221,000)	0	0	(221,000)	0
	PWS - 2021 Isuzu D Max 4X4 Dual Cab	6034	(60,000)	0	0	(60,000)	0
	PWS - 2020 Mitsubishi Triton 4X4 Dual Cab	6034	(50,000)	0	0	(50,000)	0
	<b>Transport Total</b>		<b>(861,000)</b>	<b>(80,000)</b>	<b>(72,721)</b>	<b>(785,667)</b>	<b>0</b>
	<b>Plant , Equip. &amp; Vehicles Total</b>		<b>(959,000)</b>	<b>(80,000)</b>	<b>(80,108)</b>	<b>(785,667)</b>	<b>0</b>
	<b>Infrastructure Other</b>						
	<b>Recreation and Culture</b>						
	Wogolin Recreation Area	5088	(414,000)	(69,000)	0	(414,000)	
	<b>Recreation And Culture Total</b>		<b>(414,000)</b>	<b>(69,000)</b>	<b>(265,306)</b>	<b>(414,000)</b>	<b>0</b>
	<b>Infrastructure Other Total</b>		<b>(414,000)</b>	<b>(69,000)</b>	<b>(265,306)</b>	<b>0</b>	<b>0</b>
	<b>Roads</b>						
	<b>Transport Regional Road Group</b>						
	Wickepin Harrismith	RG002	(167,967)	(27,994)	0	(167,967)	
	Rabbit Proof fence	C150	(181,857)	(30,312)	0	(181,857)	
	Rabbit Proof fence	WSF150	(1,010,265)	(168,380)	(1,422)	(1,008,843)	0
	<b>Regional Road Group Total</b>		<b>(1,360,089)</b>	<b>(226,686)</b>	<b>(1,422)</b>	<b>(1,358,667)</b>	<b>0</b>
	<b>Transport Roads to Recovery</b>						
	Harrismith North	R2R051	(61,807)	(10,302)	0	(10,302)	0
	Wickepin Corrigin	R2R001	(40,905)	(6,818)	0	(6,818)	0
	Wickepin North	R2015	(20,800)	(3,466)	0	(3,466)	0
	Brown	R2R027	(108,836)	(18,138)	(3,000)	0	0
	Tincurrin North	R2R011	(38,400)	(6,400)	0	0	0
	Roberts Street	R2R116	(66,000)	0	0	0	0
	<b>Roads to Recovery Total</b>		<b>(336,748)</b>	<b>(45,124)</b>	<b>(3,000)</b>	<b>(20,586)</b>	<b>0</b>
	<b>Transport Black Spot</b>						
	Gillimanning Road	BS157	(276,660)	(46,110)	0	(46,110)	
	<b>Blackspot Total</b>		<b>(276,660)</b>	<b>(46,110)</b>	<b>0</b>	<b>(46,110)</b>	<b>0</b>
	<b>Council Resources Construction</b>						
	Plover Street	CO162	(42,849)	(7,142)	0	(7,142)	0
	Water Harvesting Dam	RETU	(72,110)	(12,018)	0	(72,110)	0
	Curlew Way	CO161	(36,563)	(6,094)	0	(6,094)	0
	<b>Council Resources Construction Total</b>		<b>(151,522)</b>	<b>(25,254)</b>	<b>0</b>	<b>(85,346)</b>	<b>0</b>
	<b>Roads Total</b>		<b>(2,125,079)</b>	<b>(341,174)</b>	<b>(4,422)</b>	<b>(1,530,708.52)</b>	<b>0.00</b>
	<b>Capital Expenditure Total</b>		<b>(4,610,044)</b>	<b>(674,174)</b>	<b>(456,826)</b>	<b>(2,368,670)</b>	<b>0</b>

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

<b>Submission To:</b>	<b>Ordinary Council</b>
<b>Location / Address:</b>	<b>Whole Shire</b>
<b>Name of Applicant:</b>	<b>Azhar Awang, Executive Manager Development &amp; Regulatory Services, Shire of Narrogin</b>
<b>File Reference:</b>	<b>CM.REP.2203</b>
<b>Author:</b>	<b>Azhar Awang, Executive Manager Development &amp; Regulatory Services, Shire of Narrogin</b>
<b>Disclosure of any Interest:</b>	<b>Nil</b>
<b>Date of Report:</b>	<b>7 September 2021</b>

**Enclosure/Attachments:** Nil

**Summary:**

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

**Background:**

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

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

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

Planning Approvals	Upcoming Agenda Items July 2021	Referrals and Subdivision Clearances	Other Duties
Nil	Nil	Nil	<p>Written advice Farming Lot near Yealering. Complete.</p> <p>Visit to Wickepin and Yealering on 23/08/2021, including meeting regarding planning projects, scheme and heritage list.</p> <p>Written advice for Residential Lot in Yealering. Complete.</p>

**BUILDING SURVEYOR'S REPORT**

The Building Surveyor had tendered his resignation with the Shire of Narrogin as of 2 July 2021. The Shire of Narrogin is in the process of appointing a Building Surveyor in the next week or two and will be announcing the successful candidate in due course.

There was no building approvals issued for the month of August 2021.

### ENVIRONMENTAL HEALTH OFFICER'S REPORT

The Wickepin Hotel was inspected on Monday 23 August 2021, with a number of issues raised with the owner, including cleanliness, toilets being cleaned and kept clean and animals on the premises. The owner was advised that his dogs had to be confined to his quarters and not allowed to roam inside the hotel. When the dogs were being exercised they had to be taken to the closest door to the exterior of the building. The owner was also advised that a follow up inspection would be made to determine compliance.

#### Statutory Environment:

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

**Policy Implications:** Nil

#### Financial Implications:

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

#### Strategic Implications:

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

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

12.1 Provide meaningful communications, that deliver information regularly and succinctly  
 12.2 Promote Council Services and achievements

12.3 Continue to review our service standards by reviewing community feedback

- Customer survey results demonstrate a high level of knowledge of Council operations

Our community understands the role of Council and the allocation of resources

**Recommendation:**

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

**Voting Requirements:** Simple majority

[GOVERNANCE, AUDIT AND COMMUNITY SERVICES](#)**10.2.04 Townscape & Cultural Planning Committee Recommendations**

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<b>Submission To:</b>	<b>Ordinary Council</b>
<b>Location/Address:</b>	<b>Whole Shire</b>
<b>Name of Applicant:</b>	<b>Mark Hook, Chief Executive Officer</b>
<b>File Reference:</b>	<b>CR.MEE.206</b>
<b>Author:</b>	<b>Mel Martin, Executive Support Officer</b>
<b>Disclosure of any Interest:</b>	<b>Nil</b>
<b>Date of Report:</b>	<b>7 September 2021</b>

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**Enclosure/Attachments:** Nil

**Background:**

The Townscape & Cultural Planning Committee meeting was held on Wednesday 1 September 2021.

**Comments:**

The Townscape & Cultural Planning Committee meeting was held on Wednesday 1 September 2021 and passed the following recommendations:

**Moved T Cowcher / Seconded Cr J Mearns**

That Council site the blue tree at the Williams Kondinin Road - Wickepin Corrigin Road intersection.

**Carried 5/0**

**Moved T Cowcher / Seconded A Miller**

That the CEO replace the sign as near as to the original and that the sign be placed back in the Tank Road information Bay.

**Carried 5/0**

**Moved Cr F Allan / Seconded T Cowcher**

That the Townscape and Cultural Planning Committee recommend to Council that Council does not re-site the current information board and that a new board be redesigned.

**Carried 5/0**

**Moved T Cowcher / Seconded A Miller**

That the Townscape and Cultural Planning Committee request that a mural be painted on the west side wall of the Community Resource building and that the CEO apply for a grant to cover the costs associated with the mural and the final design of the mural be bought back to the Townscape and Cultural Planning Committee for discussion.

**Carried 5/0**

**Statutory Environment:** Nil

**Policy Implications:** Nil

**Financial Implications:** Nil

**Strategic Implications:** Nil

**Recommendations:**

1. That council site the blue tree at the Williams Kondinin Road - Wickepin Corrigin Road intersection.
2. That the CEO replace the Tank Road sign as near as to the original and that the sign be placed back in the Tank Road information Bay.
3. That the current Wogolin Road information board not be re-sited and that a new board be redesigned.
4. That a mural be painted on the west side wall of the Community Resource Centre building and that the CEO apply for a grant to cover the costs associated with the mural, and the final design of the mural be taken back to the Townscape and Cultural Planning Committee for discussion.

**Voting Requirements:** Simple majority

## GOVERNANCE, AUDIT AND COMMUNITY SERVICES

### **10.2.05 Reserve 35909 – Park Lands**

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<b>Submission To:</b>	<b>Ordinary Council</b>
<b>Location/Address:</b>	<b>Whole Shire</b>
<b>Name of Applicant:</b>	<b>Mark Hook, Chief Executive Officer</b>
<b>File Reference:</b>	<b>CR.MEE.206</b>
<b>Author:</b>	<b>Mark Hook, Chief Executive Officer</b>
<b>Disclosure of any Interest:</b>	<b>Nil</b>
<b>Date of Report:</b>	<b>7 September 2021</b>

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**Enclosure/Attachments:** Nil

#### **Summary:**

The CEO is requesting Council to request the Minister for Department Heritage and Planning to change the Vesting of Reserve 35909 to the Shire of Wickepin for Water Supply.

#### **Background:**

The CEO has been holding discussions with Sandy Turton-Parkinson Senior Natural Resource Management Officer Community Water Supply Project from the Department of Water and Environmental Regulation after receiving the following email.

#### **National Water Grid Connections fund (NWGCf) - Agricultural Area (AA) and Strategic Community Dam Program.**

Thank you for providing a letter of support earlier in January for the Agricultural Area (AA) and Strategic Community Dam submission to the National Water Grid Authority (NWGA) program. Since our first unsuccessful application, the program has changed name slightly and is now a two-year project. I am happy to announce that we were successful in securing both State and Federal funding for this project in the updated scheme.

#### **About the program**

The NWGCf Agricultural Area (AA) and Strategic Community Dam program aims to provide water security and build resilience in farming communities to improve their drought preparedness. This program will be delivered over two years commencing in July 2021 and works to improve the site selected in your shire is planned to commence in programs Year 01; July 2021 – June 2022.

#### **About the selected site in your shire**

The NWGA Agricultural Area (AA) and Strategic Community Dam Program is the ideal opportunity to improve/develop a site for Wickepin.

1. Year 01: 'Wickepin CBH' - set it up as a Strategic Community Water Supply (SCWS) for locals to access and reduce the reliance on scheme by adding tanks off their shed for locals to access.

We had earthworks contractor Barry Smoker assess a few AA Dam sites in your shire and they are all too overgrown and/or too small to make a viable project.



**Action requested**

*We seek your written confirmation by Friday that shire/site stakeholders agree in principle to develop this project together with project funding partners, vesting authorities and works contractors. We also appreciate your suggestions of any local contractors who may have capacity to contribute to the program of works for this project. I look forward to your confirmation by return email, and please contact myself or our Rural Water Planning team if you wish to discuss anything further.*

**Comments:**

The CEO has confirmed that Council agrees in principle to develop this project together. The CEO has discussed other options with Sandy Turton regarding the CBH project, which was Reserve 35909 being Lot 500 and Lot 501 on Deposited Plan 418041, would be a better place for a dam rather than tanks for the catchment off the water from all the CBH land including buildings. Through the construction of drainage and swales – as deep as we can without hitting ground water off the eastern side of the southern bulkheads with solar pump to pump the water to a dam on DPLH land Wickepin side of Bin Road.



Council would need to confirm that they would take over the management of the infrastructure such as dams, tanks, solar pump & pipes once they have been installed by DWER.



Reserve 35909 is a reserve without management and consists of two lots, Lot 500 & 501 on DP 418041 so Council would need to take over the vesting of the Reserve.

Robert Baker Assistant Manager Land Management Central of the Department Planning Land and Heritage has confirmed the following by email.

*I can confirm that Reserve 35909 is not under consideration for Inclusion in the South West Settlement (SWS), and that the Shire can make an application for the management order, and I would suggest an amended reserve purpose to include 'water supply' if the water supply is not ancillary to the current purpose of 'parklands', but this would be for the Shire to determine.*

### **Statutory Environment:**

*Land Administration Act 1997*

#### **12. Powers and duties of Minister restricted in relation to managed reserves and mall reserves**

The Minister must not exercise a power (other than a power conferred by section 50(1) or (2)) or perform a duty under section 10(1) in respect of the care, control or management of Crown land in a managed reserve or mall reserve without the consent of the relevant management body.

#### **14. Minister to consult local governments before exercising certain powers in relation to Crown land**

*Before exercising in relation to Crown land any power conferred by this Act, the Minister must, unless it is impracticable to do so, consult the local government within the district of which the Crown land is situated concerning that exercise.*

#### **46. Care, control and management of reserves**

(1) *The Minister may by order place with any one person or jointly with any 2 or more persons the care, control and management of a reserve for the same purpose as that for which the relevant Crown land is reserved under section 41 and for purposes ancillary or beneficial to that purpose and may in that order subject that care, control and management to such conditions as the Minister specifies.*

#### **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:** Not within Council Strategic plan

### **Recommendations:**

That Council request the Minister for Department Heritage and Planning to change the Vesting for Reserve 35909 consisting Lot 500 & 501 on DP 418041 to the Shire of Wickepin for Water Supply.

**Voting Requirements:** Simple majority.

## GOVERNANCE, AUDIT AND COMMUNITY SERVICES

### 10.2.06 Official Opening Wogolin Recreation Area

<b>Submission To:</b>	<b>Ordinary Council</b>
<b>Location/Address:</b>	<b>Whole Shire</b>
<b>Name of Applicant:</b>	<b>Mark Hook, Chief Executive Officer</b>
<b>File Reference:</b>	<b>RC.EM.2400</b>
<b>Author:</b>	<b>Mark Hook, Chief Executive Officer</b>
<b>Disclosure of any Interest:</b>	<b>Nil</b>
<b>Date of Report:</b>	<b>6 September 2021</b>

**Enclosure/Attachments:** Nil

#### **Summary:**

The Ignite Wicky Group is requesting Council to hold the opening of the Wogolin Recreation Area at the Ignite Wicky Car Rally being organised for 26 February 2022.

#### **Background:**

The CEO has received an email request from the Ignite Wicky Group to incorporate the opening of the Wogolin Recreation Area into their car rally and Ag Festival planned for 26 February 2022. They would like a plaque to be unveiled and have the Minister (or other politicians) there to officially open it, along with the CEO and Shire President.

#### **Comments:**

The agreement signed with the Federal Department of Infrastructure, Transport, Regional Development and Communications has the following clause in the agreement that Council must abide too.

#### **8 Media Releases**

8.1 If the Grantee proposes to issue any media release relating to an Eligible Project, it must:

8.1.1 at least two business days prior to its proposed release, unless otherwise agreed by the Commonwealth, provide a copy of the proposed media release to the Commonwealth and obtain the Commonwealth's agreement to the media release; and

8.1.2 provide the relevant local Federal Member of Parliament with the opportunity to participate in the media release.

8.2 Within seven calendar days of receipt of an instalment, the Grantee must provide via email to the relevant local Federal Member of Parliament (with a copy provided to the Commonwealth) a summary of all Eligible Projects, commencing, in progress, and completing in a Federal Electorate and the funds claimed against those Eligible Projects under this Grant Agreement.

#### **9 Eligible Project Events**

9.1 If the Grantee proposes to hold a works commencement ceremony, opening ceremony or any other event in relation to the commencement/opening/reopening of an Eligible Project, they must inform the Commonwealth and the relevant local Federal Member of Parliament of the proposed ceremony or event:

9.1.1 at least two weeks before the proposed ceremony or event is to be held; and

9.1.2 provide details of the proposed ceremony or event, including proposed invitees and order of proceedings.

Under the agreement, Council can choose 26 February 2022 as the official opening day as long as the Minister and the relevant local Federal Member has been informed of the opening ceremony.

It is normal practice that Council would invite the relevant Federal Minister and the Local Federal Minister to open the event with the current Shire President.

The playground will be finished by the end of October 2021.

**Statutory Environment:**

LRCI phase one and phase two signed agreements.

**Policy Implications:** Nil

**Financial Implications:**

Cost of the opening is yet to be decided as will depend on catering etc.

**Strategic Implications:** Nil

**Recommendations:**

That Council hold the opening of the Wogolin Recreation Area at the Ignite Wicky Car Rally and Ag Festival being organised for 26 February 2022.

**Voting Requirements:** Simple majority.

## GOVERNANCE, AUDIT AND COMMUNITY SERVICES

### **10.2.07 Shire of Narrogin Draft Local Planning Scheme No 3**

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<b>Submission To:</b>	<b>Ordinary Council</b>
<b>Location/Address:</b>	<b>Whole Shire</b>
<b>Name of Applicant:</b>	<b>Mark Hook, Chief Executive Officer</b>
<b>File Reference:</b>	<b>GR.SL.708</b>
<b>Author:</b>	<b>Mark Hook, Chief Executive Officer</b>
<b>Disclosure of any Interest:</b>	<b>Nil</b>
<b>Date of Report:</b>	<b>8 September 2021</b>

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**Enclosure/Attachments:** Shire of Narrogin TPS 3 submission flyer.

#### **Summary:**

Council is being requested by the Shire of Narrogin to comment on their Draft Local Planning Scheme No. 3 (LPS 3), this is a statutory requirement for the document which has to be advertised in accordance with the Planning and Development (Local Planning Schemes) Regulations 2015.

#### **Background:**

The Shire of Narrogin has received consent from the Western Australian Planning Commission to advertise the Shire of Narrogin Draft Local Planning Scheme No. 3 (LPS 3) for public comments. The LPS 3 is a statutory document that sets out the way the land is to be developed including zoning, land use classifications, the rules and requirements that control land use and development and the process that must be followed to obtain development approval.

Councillors are able to download the LPS 3 from the Shire's website at [www.narrogin.wa.gov.au](http://www.narrogin.wa.gov.au).

Any submissions are to be made in writing to the Shire of Narrogin on or before 22 November 2021.

#### **Comments:**

The advertising process for the Shire of Narrogin Draft Local Planning Scheme No. 3 (LPS 3) is a statutory requirement for the document to be advertised in accordance with the Planning and Development (Local Planning Schemes) Regulations 2015.

The CEO can see no issues that directly or indirectly affect the Shire of Wickepin.

The CEO recommends that Council write to the Shire of Narrogin advising that the Shire of Wickepin have no comments to make on the Shire of Narrogin Draft Local Planning Scheme No. 3 (LPS 3).

#### **Statutory Environment:**

*Planning and Development (Local Planning Schemes) Regulations 2015*

**Policy Implications:** Nil

**Financial Implications:** Nil

**Strategic Implications:** Nil

**Recommendations:**

That the Shire of Wickpin advise the Shire of Narrogin that it does not have any comments to make regarding the Shire of Narrogin Draft Local Planning Scheme No. 3 (LPS 3).

**Voting Requirements:** Simple majority.

## 11. President’s Report

<b>Submission To:</b>	<b>Ordinary Council</b>
<b>Location/Address:</b>	<b>Whole Shire</b>
<b>Name of Applicant:</b>	<b>Julie Russell, President</b>
<b>File Reference:</b>	<b>GO.CO.U.5</b>
<b>Author:</b>	<b>Julie Russell, President</b>
<b>Disclosure of any Interest:</b>	<b>Nil</b>
<b>Date of Report:</b>	<b>9 September 2021</b>

Thank you to Councillors, CEO and staff for the hard work in completing and adopting the 2021-22 budget at the August 2021 Council meeting.

Congratulations to all of the award recipients at the close of the winter sports celebrations, and good luck to all of the participants in the small schools athletic carnival to be held Friday 10 September.

Thank you very much to retiring Cr Sarah Hyde for the last 4 years of her time and efforts on our Council, and good luck is extended to Sarah for her future endeavours.

A great benefit of all of the winter rains that we have had is the prolific flowering of our native bushland, now producing lush and colourful blooms. There are many spots throughout the shire that are easily accessible and wonderful to go and see.



Malyalling Sports Ground  
Pink everlastings with yellow cowslip orchids



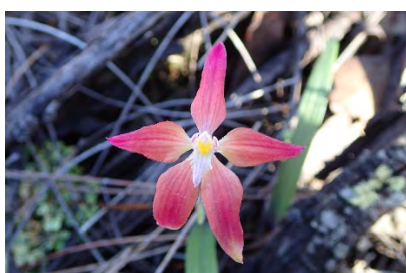
Malyalling Sports Ground  
Caladenia filifera (blood spider orchid)



Malyalling Sports Ground  
Caladenia falcate (fringed mantis orchid or green spider orchid)



Damperia



Little pink fairy orchid (caladenia reptans (subsp.reptans) cross with cowslip orchid)



Pterostylis sanguinea (dark banded greenhood)

### Recommendations:

That council note the President’s report dated 9 September 2021.

### Voting Requirements:

Simple majority



## 12. Chief Executive Officer's Report

<b>Submission To:</b>	<b>Ordinary Council</b>
<b>Location/Address:</b>	<b>Whole Shire</b>
<b>Name of Applicant:</b>	<b>Mark Hook, Chief Executive Officer</b>
<b>File Reference:</b>	<b>CM.REP.2</b>
<b>Author:</b>	<b>Mark Hook, Chief Executive Officer</b>
<b>Disclosure of any Interest:</b>	<b>Nil</b>
<b>Date of Report:</b>	<b>8 September 2021</b>

### Wogolin Recreation Area

Work on the Wogolin Recreation Area is nearly completed and will be completed on time.



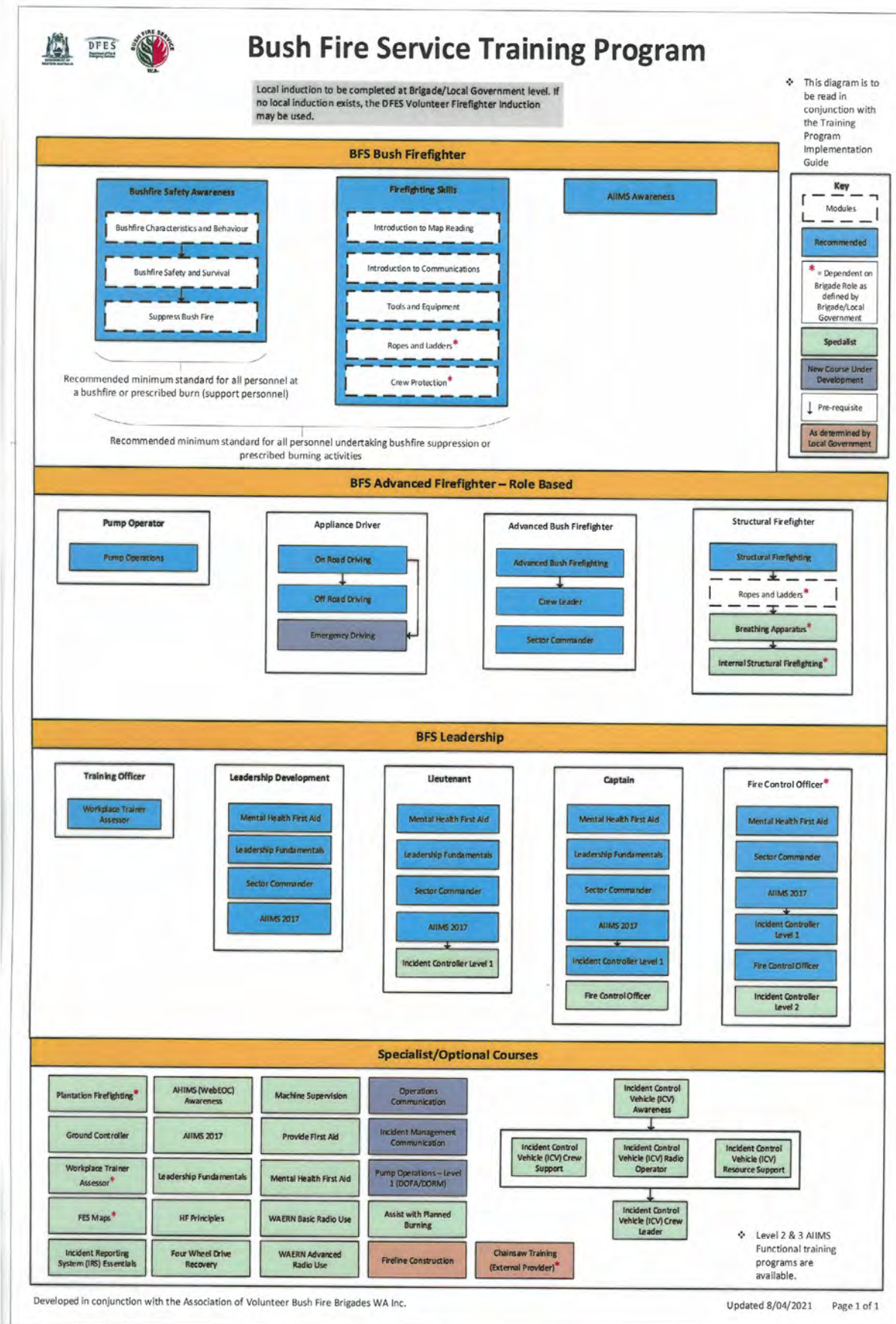
### Aged Units

As reported at the last council meeting council has taken over ordering and payment for materials on behalf of the builder KBuilt. The CEO is meeting with the builder on Monday 13 September 2021 to discuss the way forward for the construction of the units to be completed by December 2021. The CEO has ordered all the additional framework from Colli Framers and the windows have been ordered from Jason Windows. KPow Electrical has also been contracted to supply and install all electricals to the 4 units. KBuilt has advised the CEO that they are still capable of finalising this project.

### DOAC Meeting

At the last DOAC meeting, DFES presented the following Bush Fire Service Training Program that all volunteers will have to complete. As Council are the main body for Bushfire Brigades, Council will need to ensure that all brigade volunteers undertake the necessary training. This is also a requirement under the

Safe Work Act that will be in place in 2022. The new Safe Works Act makes council officers and councillors responsible for the safety of Volunteer Fire Brigade personnel.





### **WHSA Legislation and Local Government Bush Fire Brigades**

The *Work Health and Safety Act 2020* (the Act) was passed by the West Australian Parliament in November 2020, and will come into effect in January 2022. The Act introduces a number of new legal terms and concepts, including the term Person Conducting a Business or Undertaking (PCBU). This will mean that Volunteers are now included in the definition of Workers. The Act places Duty of Care obligations on Officers of a PCBU, workers (including bushfire volunteers) and others. Depending on certain circumstances, landowners, Local Government, DFES, and DBCA may have primary or share duties of care at a bushfire incident.

### **Wickepin Sheep Sale yards**

The CEO has advertised for quotes for the upgrade of the walkways to Australian Standards. Quotations close at 5.00pm Friday 8 October 2021.

### **Native Title**

Emma O'Connor A/Project Manager Agreements & Strategic Projects, Department of Planning Lands and Heritage has advised the CEO that DPLH will be proceeding with the next stage of the native title agreement, in relation to the transfer of the following land under the Southwest Native Title Settlement.

- 8 Joyner Street Wickepin WA 6370
- 4 Richter Street Wickepin WA 6370
- 12 Richter Street Wickepin WA 6370

Following is an extract of the received email.

*As I mentioned, we will be proceeding to the next stage of our process in relation to these land parcels – this will include reviewing all collected land information and developing any necessary terms for the transfer and ongoing use of the land by the Noongar Boodja Land Sub Pty Ltd.*

### **How will the land be owned and managed?**

All freehold land will be owned by the Noongar Boodja Land Sub Pty Ltd (Land Sub), a wholly owned subsidiary of the Trustee. Similarly, management orders for reserves will be held by the Land Sub. Daily management of the land in the Noongar Land Estate will have the direct involvement of the Noongar Regional Corporations, which will manage and use the land and waters within their respective regions. Once freehold land is transferred, it can be used for whatever purpose the Trustee decides is appropriate. All necessary statutory requirements must be met to develop and use the land, including planning and development approvals. Any further dealings on freehold land, including the potential sale or lease of the land, will be decided by the Trustee and Noongar Regional Corporations. All reserve land will be held under a management order that allows for the control and management of State land for the benefit of the Noongar People. Reserves are overseen by the Minister for Lands under the *Land Administration Act 1997*. The management order may include the power to lease, sublease or license any part of the reserve, with the consent of the Minister for Lands.

### **What tenure will the land be transferred in?**

The Land will be transferred to the Land Sub as a managed reserve or in leasehold or freehold.

### **Payment of rates - Local Government Act 1995**

The Land Sub will be required to meet the standard costs, including rates and service charges, associated with owning and managing land. Land may be exempt from rates under section 6.26(2)(g) of the *Local Government Act 1995*, where that land is used exclusively for charitable purposes. However, if land is used for a commercial purpose or leased for a commercial enterprise, it may be rateable.

**Compliance with zoning and planning laws**

The Land Sub will be required to comply with all applicable laws and obtain standard planning, development and other regulatory approvals to develop or undertake activities on the Noongar Land Estate. Any lessee of Noongar Land Estate will also need to comply with all applicable laws.

**Telstra Corporation Limited**

Telstra has advised the CEO that they will be upgrading the mobile phone base station in Wickepin. The purpose of this installation is to provide improved 4G/5G mobile network coverage and capacity in the local area.

**Lake Yealering**

Unfortunately the constructed levy banks under the Living Lakes Program failed due to the high water level. The Manager of Works and Matt Pockran from Yealering were able to instigate a repair job utilising local boats and volunteers with council staff and the levy bank has been plugged temporarily with sand bags to help keep the water level as expected under the Living Lakes Program.

We will check the foreshore damage once the water level subsides down far enough.



**MEETINGS ATTENDED**

<b><u>August 2021</u></b>	
12 <sup>th</sup>	Phil Watson Funeral
19 <sup>th</sup>	LGIS – Railway Reserve Tenure
23 <sup>rd</sup>	Narrogin Health Building Planning Officers
24 <sup>th</sup>	Peter and Audrey Bird
26 <sup>th</sup>	Upper Great Southern ROAC Meeting
30 <sup>th</sup>	School Council Meeting
31 <sup>st</sup>	WHS Legislation and Local Government Bush Fire Brigades
<b><u>September 2021</u></b>	
1 <sup>st</sup>	Townscape and Cultural Planning Committee Meeting
2 <sup>nd</sup>	Frank Bird Funeral

**DELEGATIONS**

<b>No.</b>	<b>Delegation Name</b>	<b>Delegation To</b>	<b>Delegation Exercised</b>	<b>When Exercised</b>	<b>Persons Affected</b>
<b>A1</b>	<b>Cheque Signing and Account Authorisation</b>	<b>CEO</b>	Payment of Accounts Refer to FM report item 10.2.01 List of Accounts		CEO, FM
<b>A2</b>	<b>Septic Tank Application Approvals</b>	<b>EHO</b>			
<b>A3</b>	<b>Building Approvals</b>	<b>BO</b>			
<b>A4</b>	<b>Road Side Advertising</b>	<b>CEO</b>			
<b>A5</b>	<b>Application for Planning Consent</b>	<b>CEO</b>			
<b>A6</b>	<b>Appointment and Termination of Staff</b>	<b>CEO</b>			
<b>A7</b>	<b>Rates Recovery – Instalment Payments</b>	<b>CEO</b>			
<b>A8</b>	<b>Issue of Orders</b>	<b>CEO</b>			
<b>A9</b>	<b>Legal Advice</b>	<b>CEO</b>			
<b>A10</b>	<b>Permits to Use Explosives</b>	<b>CEO</b>			
<b>A11</b>	<b>Street Stalls</b>	<b>CEO</b>	Babakin PS	12/08/21	
<b>A12</b>	<b>Liquor Consumption on Shire Owned Property</b>	<b>CEO</b>	Facey Group Wickepin Netball Club Private Function Cycle Touring Assoc Yealering Progress	24/08/21 26/08/21 27/08/21 27/08/21 30/08/21	
<b>A13</b>	<b>Hire of Community Halls / Community Centre</b>	<b>CEO</b>	Wickepin Hockey Club – WCC Wheatbelt NRM – WCC Facey Group – Yealering Hall Yealering Progress – Yealering Hall Wickepin CRC – Wickepin Hall Wickepin Netball Club – WCC Private Function – WCC Wickepin CRC – Wickepin Hall Facey Group – WCC Wickepin Cricket Club	16/08/21 17/08/21 23/08/21 23/08/21 25/08/21 25/08/21 27/08/21 30/08/21 31/08/21 08/09/21	
<b>A14</b>	<b>The Food Act 2008 and the Food Regulations 2009</b>	<b>CEO</b>			
<b>A15</b>	<b>The Public Health Act 2016</b>	<b>CEO</b>			
<b>3.1.5</b>	<b>Sponsorship, contributions and donations to</b>	<b>CEO</b>			

	<b>sporting and community groups</b>				
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**Recommendations:**

That Council note the Chief Executive Officer's report dated 8 September 2021.

**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.