



A Fortunate Place



Shire of Wickepin

Agenda

Ordinary Meeting of Council

Council Chambers, Wickepin

18 OCTOBER 2017



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 18 October 2017 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 J Hook
Chief Executive Officer

13 October 2017

Time Table

- 1.00pm Lunch
- 1.30pm Caroline Robinson from the Wheatbelt Business Network- Community Strategic Plan
- 3.00pm Afternoon Tea
- 3.30pm Ordinary Council Meeting

Disclaimer

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

SHIRE OF WICKEPIN QUESTIONS FROM THE PUBLIC

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

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

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**Agenda of an Ordinary Meeting of Council held in Council Chambers, Wickepin
Wednesday 18 October 2017**

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

Leave of Absence (Previously Approved)

Apologies

2. Public Question Time

3. Applications for Leave of Absence/Apologies

4. Petitions, Memorials and Deputations

- Rob Barnsley - Acting Regional Manager – Main Roads WA – Wheatbelt Region
- Matthew Meyers and Terri Hremeviuc – Housing - Department of Communities

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

6. Confirmation of Minutes – Ordinary Meeting of Council – 20 September 2017

7. Receival of Minutes

8. Status Report

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

Item	Subject/Action	Officer/ File	Progress	Status	Comment
841-190717-09	Sewerage System Capacity – New Dam	CEO	That Council construct a new sewerage holding dam located in the Shire of Wickepin subdivision located on the east side of the Wickepin Harrismith Road, including pipes, fittings and pumping facility at a cost of \$15,500.	○	Construction to commence soon.
878-200917-04	WBS RRG Chairperson Honorarium	CEO	That Council pay an Annual contribution of \$100 towards the Honorarium for the WBS Regional Road Group Chairperson.	✓	Complete 21/09/2017
879-200917-08	Dual Fire Control Officers 2017/2018 – Shire of Narrogin	CEO	That Council appoints Alistair McDougall as Dual Fire Control Officer from the Shire of Narrogin for the 2017/2018 fire season, subject to the officer possessing the appropriate accreditations, further noting that the Dual Fire Control Officer is not permitted to issue burning permits for land in the Shire of Wickepin.	✓	Letter sent 29/09/2017
880-200917-09	Government Regional Officers' Housing (GROH) Program	CEO	That council invite representatives from the Department of Communities to the October 2017 council meeting to discuss further their request for council to construct a suitable dwelling in Wickepin on a long term basis for the use and occupation of the Education Department under the GROH Program on a 9 year lease with a 1 year option.	✓	Email sent 21/09/2017
881-200917-10	RFQ 1 2017/2018 Health / Building Services, Planning Services Five Year Period	CEO	<ol style="list-style-type: none"> That Council accept RFQ 1 2017/2018 received 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 at the Rates as stated in the September 2017 Minutes. That Council amend the 2017/2018 adopted fees and charges for Building Applications as stated in the September 2017 Minutes. 	✓	<p>Email sent 21/09/2017 to Shire of Narrogin.</p> <p>Letters sent 04/10/2017.</p>
882-200917-11	Policy Manual – Financial Reporting	CEO	<p>That Council adopt the amended Financial Reporting Policy as follows:</p> <p>3.1.17 <i>Financial Reporting</i></p> <p>OBJECTIVE: Provide clear parameters in relation to financial reporting.</p> <p>3.1.17.1 <i>Annual Budget</i></p> <p><i>A draft budget shall be presented to Council for consideration by the June July Council meeting of each year.</i></p> <p><i>The CEO shall ensure that the preparation and content of the annual budget ensures Council complies with all aspects of the Act and Local Government (Financial Management) Regulations 1996 (WA).</i></p> <p><i>The Shire of Wickepin annual budget shall be adopted by Council at the July August Council meeting of each year.</i></p> <p>3.1.17.2 <i>Monthly Financial Reporting</i></p>	✓	ESO has placed Policy in Policy Manual 29/09/2017.

Item	Subject/Action	Officer/ File	Progress	Status	Comment
			<p>The CEO shall ensure a monthly statement of financial activity complies with all aspects of the Act and Local Government (Financial Management) Regulations 1996 (WA).</p> <p>The material variance for monthly reporting to council shall be set as part of the adoption of the Annual Budget.</p> <p>Council adopts the scale of dollar values as stated in the September 2017 Minutes for reporting of material variances in accordance with Section 35(5) of the Local Government (Financial Management) Regulations 1996 (WA).</p> <p>3.1.17.3 Annual Financial Reporting</p> <p>The CEO shall ensure that an Annual Financial Report of Council is completed and audited by no later than 30 October of each year.</p> <p>As per Section 34 and 35 (deleted 2005) of the Local Government (Financial Management) Regulations 1996 (WA), Council is to adopt the required financial reporting method they desire.</p>		
883-200917-12	Financial Management Review Report	CEO	That Council receive the Financial Management Review – Update showing actions taken in response to recommendations made by Yvonne Bowey Consulting in the Financial Management Review Report as required under Section 6.10 of the Local Government Act 1995 received by Council in December 2016.	✓	No further action.
884-200917-13	Planning Application – Dog Grooming Business Lot 74, 45 Sewell Street Yealering	CEO	<p>That Council approve the planning application from Susann Bond of Lot 74 45 Sewell Street Yealering to operate a dog washing grooming business at her property located at Lot 74 45 Sewell Street Yealering WA 6712 in line with Section 9.4.3 (b) of the Shire of Wickepin LPS 4, with the following conditions being imposed:</p> <ol style="list-style-type: none"> 1 No more than three customer vehicles to be parked on road verge at Lot 74 45 Sewell Street Yealering WA 6372 any given time. 2 No more than four customers' dogs (being washed or groomed) to be on the premises at any given time. 3 All dogs being groomed to be licenced and micro chipped with the relevant Local Authority. 	✓	Letter sent 21/09/2017.
885-200917-14	Harrismith Hall	CEO	<ol style="list-style-type: none"> 1. That Council continue to lease a portion of the Harrismith hall to Mrs Dawn Jones for a period of three years from the 30 June 2017 to 30 June 2020, for the selling of; <ul style="list-style-type: none"> • Jewellery • Second hand clothing • Second hand goods • Key holders • Knick-knacks • Pot Plants • Cottage Craft • Items for Tourists 2. That the lease allow for the tenant to be responsible for all minor maintenance. 3. That the rental be set at \$10 per week for the whole three year period. 	✓	Letter sent 10/10/2017 Rental Agreement only No power to lease.

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

Infrastructure and Engineering Services

10.1.01 – Manager Works and Services Report

Submission To:	Ordinary Council
Location / Address:	Whole Shire
Name of Applicant:	Peter Vlahov, Manager Works & Services
File Reference:	CM.REP.1
Author:	Peter Vlahov, Manager Works & Services
Disclosure of any Interest:	Nil
Date of Report:	12 October 2017

Enclosure / Attachment: Nil

Background: Nil

Comment:

Programmed Construction Works

- The construction team is currently working on the Pingelly Wickepin Road at Avery Corner. A design has been surveyed for the curve which should make the corner comply with standards.
- Works have also begun on the Wickepin North road widening.

Plant Replacement

- Tenders for the purchase of a motor grader and a maintenance truck have been advertised.
- Quotations for the replacement of the Facey Group utility and MWS utility have been received.

Maintenance Works

- Grading various roads.
- Pot hole patching.
- Preparations for the Horse and Carriage weekend.
- Rubbish tip maintenance.
- Various fallen trees.
- Culvert installation and road repair at Lilliestone Road.
- Signage maintenance.
- Guide posting maintenance.
- Install defibrillator boxes at town halls (Wickepin and Yealering).
- Sweep town streets at Wickepin and Yealering.
- Various ongoing and general maintenance.

Occupational Health and Safety

- A forklift operator course was completed by the outside staff.
- A traffic management refresher course has been programmed for October.

Workshop

- The new vehicle hoist has been installed.
- Water tank stands have been overhauled
- Service all gardening equipment
- Replace tyres on the Komatsu grader.
- Repair backhoe radiator
- Chainsaw maintenance.
- Ongoing servicing and general repairs.

Parks and Gardens

- Complete roadside spraying program
- Prune street trees various
- Weed control
- Oval maintenance.
- General mowing
- Reticulation repairs and maintenance
- Maintenance and pumping at the sewer ponds.
- Plant screen trees at Wickepin refuse site.

Statutory Environment: Local Government Act 1995.

Policy Implications: Not applicable.

Financial Implications: Not applicable.

Strategic Implications: Not applicable.

Summary: Not applicable.

Recommendation:

That council notes the report from the Manager of Works and Services dated 12 October 2017.

Voting Requirements: Simple majority

Resolution No

Moved Cr / Seconded Cr

That council notes the report from the Manager of Works and Services dated 12 October 2017.

Carried /

Infrastructure and Engineering Services

10.1.02 – Replacement of Facey Group 2015 Holden Colorado LTZ Dual Cab Ute, WK701

Submission To:	Ordinary Council
Location / Address:	Whole Shire
Name of Applicant:	Mark J Hook, Chief Executive Officer
File Reference:	PS.TEN.2110
Author:	Mark J Hook, Chief Executive Officer
Disclosure of any Interest:	Nil
Date of Report:	12 October 2017

Enclosure / Attachment: Nil

Background:

In the 2017/2018 Budget Estimates, Council included within the ten year plant replacement program the replacement of the Facey Group vehicle being a 2015 Holden Colorado LTZ Dual Cab Ute Registration, WK701.

The current Facey group 2015 Holden Colorado LTZ Dual Cab Ute Registration, WK701 as of 12 October 2017 had done 89,057 kilometres.

Comment:

This matter has been brought to Council for the changeover as the amount will be an over budget expenditure if Councils purchases and trades two vehicles in the 2017/2018 financial year.

As per Councils purchasing policy 2.1.17 TENDERS OF BUDGETED ITEMS the Manger of Works requested quotes from the following suppliers:

1. Southwest Vehicle Group
2. Narrogin Toyota
3. South West Isuzu
4. Edwards Holden

Councils purchasing policy 2.1.17 TENDERS OF BUDGETED ITEMS states the following:

Purchasing Thresholds (ex GST)	Purchasing Requirements
\$40,000 - \$99,999	Obtain at least 3 written quotations (e.g. email, fax or original copy) from suppliers containing price and specification of goods and services. The procurement decision is to be based on all value for money considerations in accordance with the definition stated within this Policy. OR: Obtain quotations directly from a pre-qualified panel of suppliers which include WALGA Preferred Supply Contracts. It is recommended that wherever possible, the Shire of Wickepin source multiple competitive quotations (at least three Preferred Suppliers) using a formal Request for Quotation process either through Equote's or directly in writing.

Council has received the following quotes as of 12 October 2017.

	South West Isuzu	Narrogin Toyota	Southwest Vehicle Group (was Ingreys)	Southwest Vehicle Group (was Ingreys)	Edwards Holden
	Isuzu D-Max MY17	Hilux 4x4 2.8L DSL	Ranger 2017 Double PU XLS	Ranger 2017 Double PU XLT	Holden LTZ Colorado
Price	48,543.20	48,713.53	50,000.00	54,000.00	47,316.80
Load mat				Standard	250.00
Towing Package	841.37	863.48	1160.00	Standard	980.00
Adaptive Cruise Control				800.00	
Seat covers		567.21	385.00	385.00	700.00
12v plug	Standard	159.09	Standard	Standard	280.00
Tint					400.00
Nudge Bar	744.91	754.40	1135.00	1135.00	820.00
Rubber mats	132.27	110.90	225.00	225.00	200.00
Canopy	3,090.91	3,103.53	4230.00	4230.00	3900.00
Light bar	636.36	350.00	625.00	625.00	800.00
Tubliner	512.18	383.85	Standard	Standard	720.00
Rubber tub mat	153.73	214.14	Standard	Standard	
Dealer Delivery	631.82	750.00	990.00	Free	Free
License	Shire Cost	Shire Cost	Shire Cost	Shire cost	Shire Cost
Less Trade 2015 Holden Colorado	26,543.20	28,000.00	34,000.00	34,000.00	30,316.80
Change Over	\$22,000.00 (inc. GST)	\$20,713.87 (inc. GST)	\$16,000.00 (inc. GST)	\$20,000.00 (inc. GST)	\$17,000.00 (inc. GST)

The Manager of Works preference is for the Ford Ranger 2017 Double PU XLT.

Statutory Environment:

Local Government Act 1995

Local Government (Functions and General) Regulations 1996

Policy Implications:

3.1.7 PURCHASING

OBJECTIVE: Provide compliance with the Local Government Act 1995 (WA) and the Local Government (Functions and General) Regulations 1996 (WA), deliver a best practice approach and procedures to internal purchasing for the Shire of Wickepin and ensure consistency for all purchasing activities within all Shire of Wickepin operational areas.

11.8.2. COUNCIL FLEET VEHICLE MANAGEMENT

11.8.2.1 CHIEF EXECUTIVE OFFICER'S VEHICLE

Vehicle shall be of a standard in accordance with the Officer's employment contract with council. The changeover of the vehicle shall be managed by the CEO in accordance with the budget parameters set by council, providing autonomy to change the vehicle over at what is deemed to be the most cost effective manner in terms of the current vehicle market.

Financial Implications:

Council has allowed a total of \$17,000 (ex. GST) in the 2017/2018 Adopted Budget for the vehicle change over. The changeover is \$1,000 over budget.

Strategic Implications:

Fits with in theme one of Councils strategic Community Plan.

Theme 1 – To Develop and Maintain Quality Services and Infrastructure		
Outcome: A sustainable and extensive transport system that allows for efficient travel within the local government and to other rural and metropolitan areas.		
Goal	Action	Measure
1.1 Develop effective assets replacement and maintenance programs	<ul style="list-style-type: none"> Develop and fund a five year program for the provision of footpaths. Develop and fund a ten year plan that will ensure the timely maintenance of Council assets. Provide for the replacement of existing and provision for new community assets as the need arises. 	<ul style="list-style-type: none"> Review, at least annually, the five-year road program for the district. Maintain and review annually an adequately funded reserve fund for the replacement of plant as necessary
1.2 Creation of new community assets	<ul style="list-style-type: none"> Progressively implement the Townscape plans. Provide strategically placed Public Conveniences. Provide housing for low-income earners, young singles and aged persons in conjunction with other authorities. 	<ul style="list-style-type: none"> We have a clear, published townscape plan that addresses the community's needs.
1.3 Actively pursue funding from external Sources	<ul style="list-style-type: none"> Employment of grants officer responsible for securing funding for the community of Wickepin. 	<ul style="list-style-type: none"> Grants Officer employed.

Summary:

Council is being requested to accept the quote from Southwest Vehicle Group for a new Ranger 2017 Double PU XLT with the following accessories:

Load mat	Standard
Towing Package	Standard
Adaptive Cruise Control	800.00
Seat covers	385.00
12v plug	Standard
Tint	
Nudge Bar	1135.00
Rubber mats	225.00
Canopy	4230.00
Light bar	625.00
Tubliner	Standard
Rubber tub mat	Standard

Recommendation:

That the quotation for a new Ranger 2017 Double PU XLT for a change over price of \$20,000 (inc. GST) with the following accessories from Southwest Vehicle Group be accepted by Council:

Load mat	Standard
Towing Package	Standard
Adaptive Cruise Control	800.00
Seat covers	385.00
12v plug	Standard
Tint	
Nudge Bar	1135.00
Rubber mats	225.00
Canopy	4230.00
Light bar	625.00
Tubliner	Standard
Rubber tub mat	Standard

Voting Requirements: Absolute majority

Infrastructure and Engineering Services

10.1.03 – Restricted Access Vehicle Permits – Richter Street

Submission To:	Ordinary Council
Location / Address:	Richter Street
Name of Applicant:	Shire of Wickepin
File Reference:	LE.LIC.1810 / TT.PLA.2801
Author:	Mark Hook, Chief Executive Officer
Disclosure of any Interest:	Nil
Date of Report:	12 October 2017

Enclosure / Attachment: Nil

Background:

The CEO has been advised by the Main Roads Heavy Vehicle Services that the access road into the Wickepin Saleyards is not on the RAV network permit and needs to be added to allow for trucks to gain entry into the Wickepin Sheep Sale Yards.

Comment:

Richter Street has been used by RAV 3 and RAV 4 vehicles for quite a number of years as it is the main access road to the Wickepin Sheep Sale Yards.

The section of Richter Street to Lot 47 needs adding to the RAV 4 Network to allow suitable stock truck access to the Wickepin Sale Yards with the following conditions.

- Not to be used as a through route. For local delivery and pickup only.
- Driver must carry documentation as proof of local delivery or pickup.

The Pingelly Wickepin Road is listed on the Main Roads RAV network as per the following:

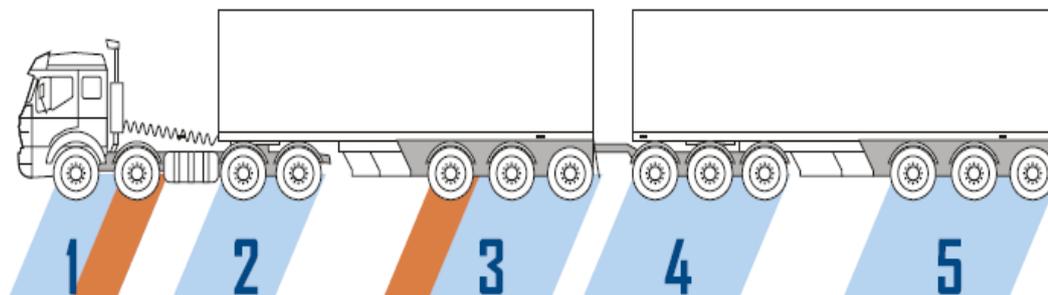
Road No	Road Name	Local Road Name	Local Government	Intersection From	Intersection To	Conditions
4290003	Pingelly - Wickepin Rd	Pingelly - Wickepin Rd	Wickepin	Stratherne Rd & Wickepin - Pingelly Rd	Williams Kondinin Rd	Not to be used as a through route. For local delivery and pickup only. Driver must carry documentation as proof of local delivery or pickup



Copy of Map showing Richter Street

RAV Category 4

A. RAV Category 4 — Road train to 27.5m and 87.5 t



PRIME MOVER, SEMI TRAILER TOWING A 6 AXLE DOG TRAILER

Vehicle

11.1 This item applies to a combination that:

- (a) includes a prime mover with a single steer or twinsteer axle group and tandem axle drive group and semi trailer with two (2) or three (3) axles towing a dog trailer with six (6) axles; and
- (b) has a total of five (5) axle groups

Conditions

11.2 This vehicle combination may operate on the "Network" prescribed below, provided that:

- (a) it complies with the minimum axle spacing requirements specified in Clause 5 Table A;
- (b) it does not exceed 27.5m in length; and
- (c) where the combination is:
 - (i) built to carry livestock;
 - (ii) carrying a crate built to carry livestock; or
 - (iii) carrying overheight indivisible load/s or multi modal container/s; the height may exceed 4.3 m, however must not exceed 4.6 m.

Network

11.3 The combination must not be driven on any road except a road specified in RAV Network 4, subject to the conditions (if any) specified in the Table in relation to the road.

Exemptions

11.4 This vehicle combination is exempt from the following provisions:

- (a) Vehicle Standards Rule 66(1) (maximum height).

Statutory Environment:

Local Government Act 1995,

Main Roads Western Australia, Heavy Vehicle Operation Restricted Access Vehicle system network

Policy Implications:

Councils Current Policy is as follows:

8.1.2 RESTRICTED ACCESS VEHICLE PERMIT ON LOW VOLUME ROADS

OBJECTIVE: Formalise the process of Council approving Restricted Access Vehicles (RAV) on Shire of Wickepin approved Low Volume Roads (LV) as designated by Main Roads Western Australia and to allow primary producers in the Shire of Wickepin to conduct seasonal movements of primary produce and primary input materials throughout the Shire of Wickepin in a coordinated and controlled manner.

Council delegates authority to the CEO to grant Council approval to RAV applications in accordance with this policy.

A LV road is generally an unsealed rural road with a traffic volume of less than 75 vehicles per day. These roads are narrower and generally only approved for use during harvest and other local seasonal activities.

All LV roads require the approval from Council before use.

There are two standards of LV roads, type A and type B. Type B is narrower and considered a single lane road (i.e. trafficable running surface of > 4 metres).

8.1.2.1 LOW VOLUME CONDITION TYPE A

Current written approval from Council, permitting use of the road, must be obtained, carried and produced on demand. Approval is granted subject to the following conditions:

- Transport operators must avoid school bus routes between the hours of 7am to 9am and 3pm to 5pm on school days, and to show courtesy to school buses and local traffic at all times.
- Headlights must be switched on at all times.
- Operation during daylight hours only.
- No operation on unsealed roads when visibly wet.
- Direct radio contact must be maintained with other RAV's to establish their position on or near the road (UHF channel 40).

8.1.2.2 LOW VOLUME CONDITION TYPE B

Current written approval from Council, permitting use of the road, must be obtained, carried and produced on demand. Approval is granted subject to the following conditions:

- Transport operators must avoid school bus routes between the hours of 7am to 9am and 3pm to 5pm on school days, and show courtesy to school buses and local traffic at all times.
- Headlights must be switched on at all times.
- Operation during daylight hours only.
- No operation on unsealed road segment when visibly wet.
- Direct radio contact must be maintained with other RAV's to establish their position on or near the road (UHF channel 40).
- Single lane road; road not to be entered until driver has established by radio contact that there is no other RAV on the road travelling in the oncoming direction.
- Maximum speed limit of 40kmh.

RESOLUTION:	DATE OF REVIEW:
170615-12	17/06/2015
150317-11	15/03/2017

Financial Implications: Nil

Strategic Implications: Nil

Summary:

Council is being requested to request Main Roads to add Richter Street Wickepin to the Network 4 Permit Roads.

Recommendation:

That the Shire of Wickepin requests Main Roads WA Heavy Vehicle Services to add the portion of Richter Street Wickepin from the Pingelly Wickepin Road to the Wickepin Saleyards access, Lot 47 to the Restricted Access Vehicles Network 4 Permit Network.

Voting Requirements: Simple majority

Governance, Audit and Community Services

10.2.01 – Financial Report

Submission To:	Ordinary Council
Location / Address:	Whole Shire
Name of Applicant:	Natalie Manton - Deputy Chief Executive Officer
File Reference:	FM.FR.1212
Author:	Natalie Manton - Deputy Chief Executive Officer
Disclosure of any Interest:	Nil
Date of Report:	5 October 2017

Enclosure / Attachment: Listed below & attached (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

Comment: 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.
- (5) 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: Not applicable

Financial Implications: Not applicable

Strategic Implications: Not applicable

Recommendation: That the financial statements tabled for the period ending 30 September 2017 as presented be received.

Voting Requirements: Simple majority

Resolution No

Moved Cr / Seconded Cr

That the financial statements tabled for the periods ending 30 September 2017 as presented be received.

Carried /

SHIRE OF WICKEPIN

MONTHLY FINANCIAL REPORT

For the Period Ended 30 September 2017

LOCAL GOVERNMENT ACT 1995

LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996

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Shire of Wickepin

Compilation Report

For the Period Ended 30 September 2017

Report Purpose

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

Overview

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

Statement of Financial Activity by reporting program

Is presented on page 6 and shows a surplus as at 30 September 2017 of \$2,319,937.

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

Preparation

Prepared by: Natalie Manton Deputy CEO

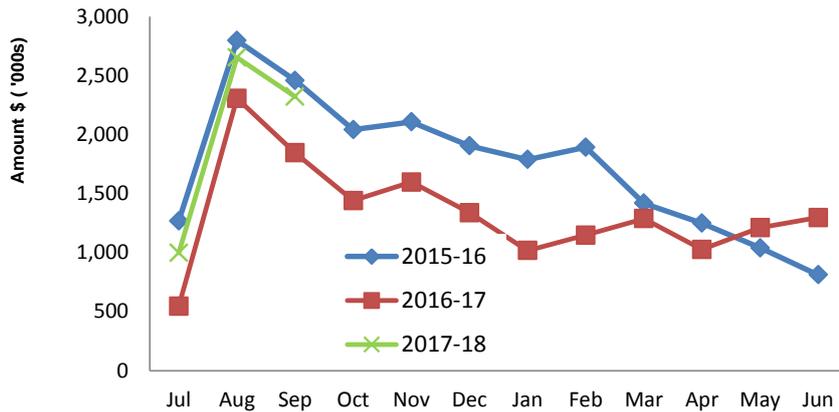
Reviewed by: Mark Hook CEO

Date prepared: 9-Aug-17

Shire of Wickepin

Monthly Summary Information
For the Period Ended 30 September 2017

Liquidity Over the Year (Refer Note 3)



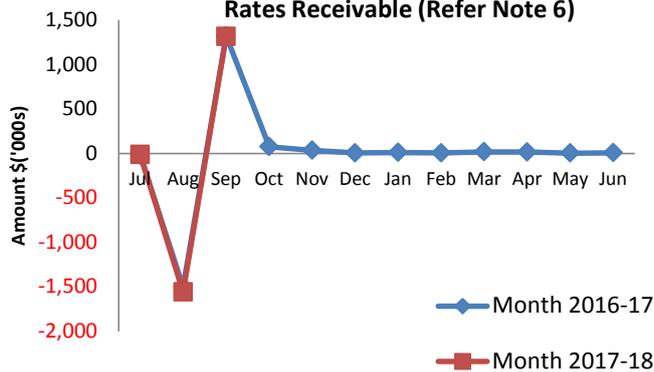
Cash and Cash Equivalents as at period end

Unrestricted	\$ 2,294,508
Restricted	\$ 1,647,428
	\$ 3,941,936

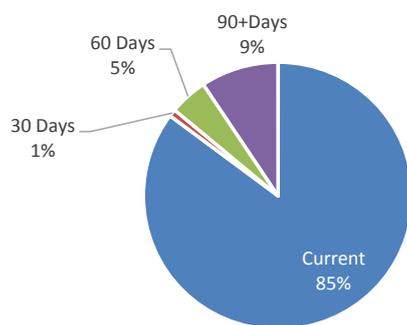
Receivables

Rates	\$ 225,934
Other	\$ 6,657
	\$ 232,591

Rates Receivable (Refer Note 6)



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



Comments

Unrestricted cash includes the following payments in advance

17/18 FESA paid in advance	\$7,490.00
17/18 Grants Commission - General	\$503,477.00
17/18 Grants Commission - Roads	\$272,918.00
Amounts paid in advance	\$783,885.00

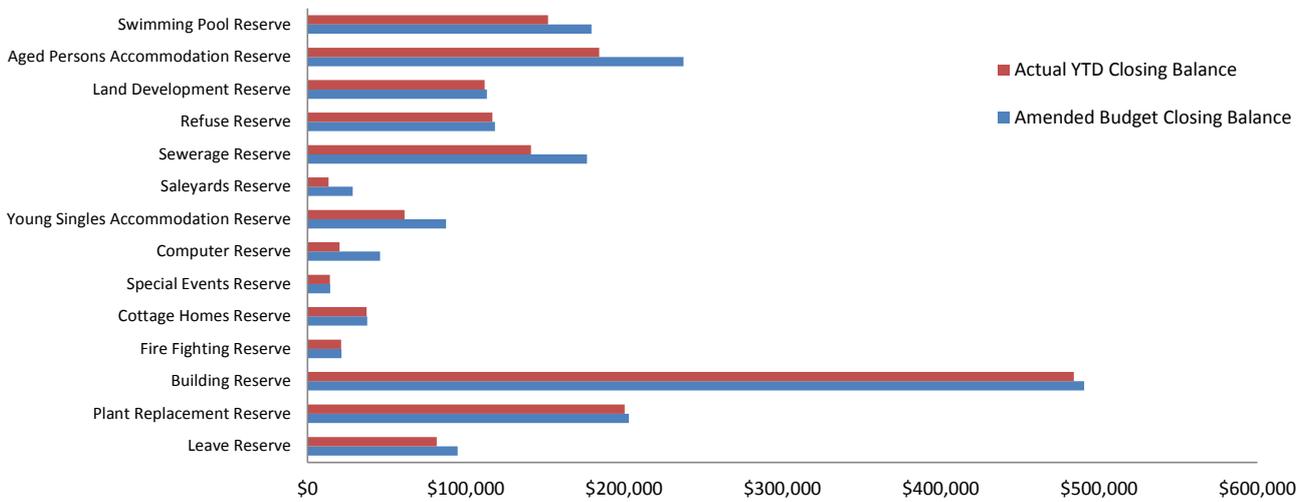
This information is to be read in conjunction with the accompanying Financial Statements and notes.

Shire of Wickepin
Monthly Summary Information
 For the Period Ended 30 September 2017

Capital Expenditure Program YTD (Refer Note 13)



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



Comments

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

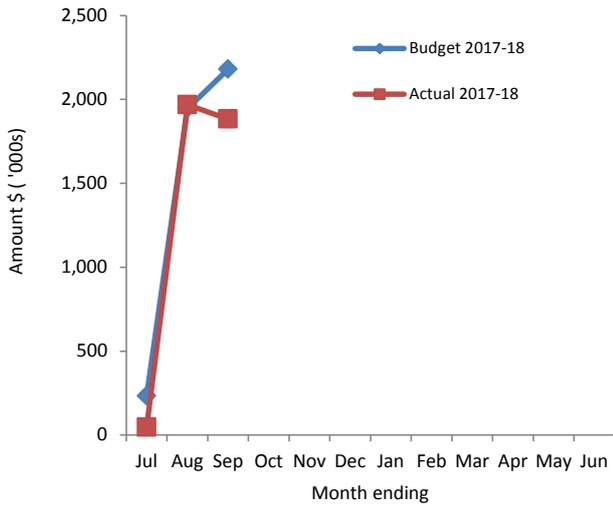
Shire of Wickepin

Monthly Summary Information

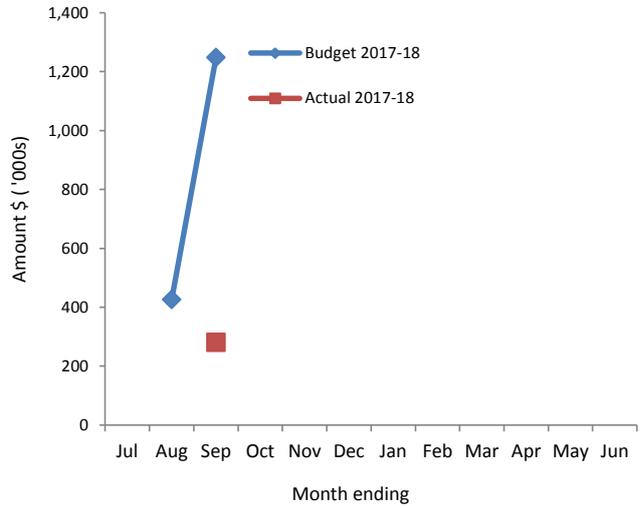
For the Period Ended 30 September 2017

Revenues

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

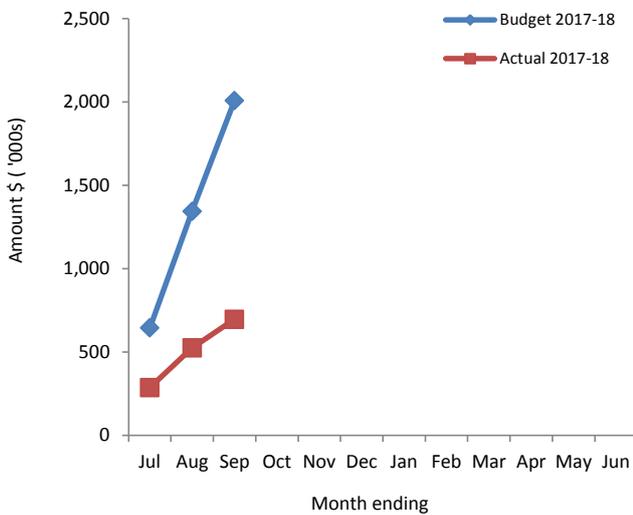


Budget Capital Revenue -v- Actual (Refer Note 2)

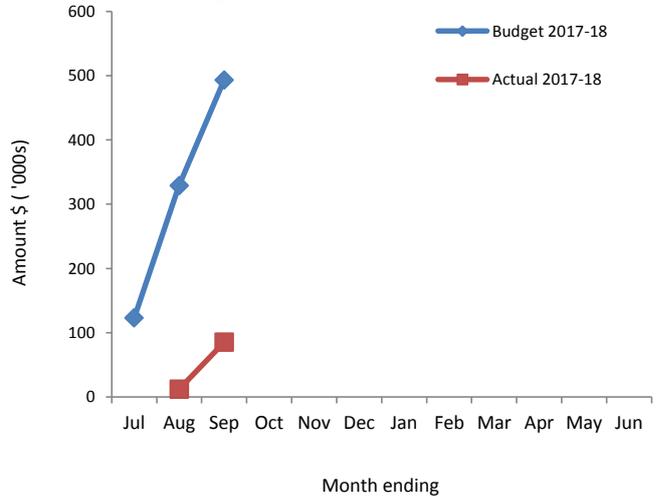


Expenditure

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



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



Comments

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

SHIRE OF WICKEPIN
STATEMENT OF FINANCIAL ACTIVITY
(Statutory Reporting Program)
For the Period Ended 30 September 2017

	Note	Amended Annual Budget	Amended YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
Operating Revenues		\$	\$	\$	\$	%	
Governance		5,720	1,428	1,667	239	16.70%	
General Purpose Funding - Rates	9	1,357,675	1,449,533	1,359,200	(90,333)	(6.23%)	▼
General Purpose Funding - Other		714,849	178,680	182,528	3,848	2.15%	
Law, Order and Public Safety		437,930	109,473	48,476	(60,997)	(55.72%)	▼
Health		250	60	0	(60)	(100.00%)	
Education and Welfare		4,500	1,125	45	(1,080)	(95.96%)	
Housing		273,440	68,349	49,268	(19,081)	(27.92%)	▼
Community Amenities		170,489	42,609	139,750	97,141	227.98%	▲
Recreation and Culture		57,847	14,448	8,142	(6,306)	(43.65%)	▼
Transport		1,138,728	284,673	76,811	(207,862)	(73.02%)	▼
Economic Services		50,635	12,648	8,258	(4,390)	(34.71%)	
Other Property and Services		64,000	15,993	9,219	(6,774)	(42.35%)	▼
Total Operating Revenue		4,276,063	2,179,019	1,883,363	(295,656)		
Operating Expense							
Governance		(516,699)	(129,105)	(138,815)	(9,710)	(7.52%)	▲
General Purpose Funding		(84,007)	(20,985)	(17,773)	3,212	15.31%	▼
Law, Order and Public Safety		(235,735)	(58,905)	(47,426)	11,479	19.49%	▼
Health		(30,662)	(7,647)	(6,406)	1,241	16.23%	▼
Education and Welfare		(21,304)	(5,313)	(3,303)	2,010	37.84%	▼
Housing		(213,216)	(53,235)	(19,874)	33,361	62.67%	▼
Community Amenities		(451,025)	(112,596)	(65,111)	47,485	42.17%	▼
Recreation and Culture		(1,235,597)	(308,724)	(105,041)	203,683	65.98%	▼
Transport		(4,898,727)	(1,224,609)	(260,065)	964,544	78.76%	▼
Economic Services		(306,009)	(76,434)	(32,699)	43,735	57.22%	▼
Other Property and Services		(16,270)	(12,926)	(964)	11,962	92.54%	▼
Total Operating Expenditure		(8,009,252)	(2,010,479)	(697,477)	1,313,002		
Funding Balance Adjustments							
Add back Depreciation		4,725,060	1,181,247	0	(1,181,247)	(100.00%)	▼
Adjust (Profit)/Loss on Asset Disposal	8	(57,003)	(14,250)	0	14,250	(100.00%)	
Adjust Provisions and Accruals		0	0	0	0		
Net Cash from Operations		934,868	1,335,537	1,185,886	(149,651)		
Capital Revenues							
Proceeds from Disposal of Assets	8	425,196	106,299	0	(106,299)	(100.00%)	▼
Total Capital Revenues		425,196	106,299	0	(106,299)		
Capital Expenses							
Land Held for Resale		0	0	0	0		
Land and Buildings	13	(147,000)	(45,744)	0	45,744	100.00%	▼
Infrastructure - Roads	13	(1,132,674)	(283,140)	(66,465)	216,675	76.53%	▼
Infrastructure - Public Facilities	13						
Infrastructure - Footpaths	13	(32,843)	(8,208)	(115)	8,094	98.61%	▼
Infrastructure - Drainage	13	(15,500)	(3,873)	0	3,873	100.00%	▼
Heritage Assets	13		0	0	0		
Plant and Equipment	13	(957,749)	(143,826)	(11,436)	132,390	92.05%	▼
Furniture and Equipment	13	(36,000)	(9,000)	(7,803)	1,197	13.30%	▼
Total Capital Expenditure		(2,321,766)	(493,791)	(85,818)	407,973		
Net Cash from Capital Activities		(1,896,570)	(387,492)	(85,818)	301,674		
Financing							
Proceeds from New Debentures	10	0	0	0	0		
Proceeds from Advances		0	0	0	0		
Self-Supporting Loan Principal		5844	1,461	2,893	1,432	98.04%	
Transfer from Reserves	7	0	0	0	0		
Advances to Community Groups		0	0	0	0		
Repayment of Debentures	10	(27,804)	(6,951)	(8,263)	(1,312)	(18.87%)	
Transfer to Reserves	7	(234,980)	(58,745)	0	58,745	100.00%	▼
Net Cash from Financing Activities		(256,940)	(64,235)	(5,370)	58,865		
Net Operations, Capital and Financing		(1,218,642)	883,810	1,094,698	225,138		
Opening Funding Surplus(Deficit)	3	1,225,238	1,225,239	1,225,239	0	0.00%	
Closing Funding Surplus(Deficit)	3	6,596	2,109,049	2,319,937	225,138		▼

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

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

SHIRE OF WICKEPIN
STATEMENT OF FINANCIAL ACTIVITY
(By Nature or Type)
For the Period Ended 30 September 2017

	Note	Amended Annual Budget	Amended YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
Operating Revenues							
Rates	9	\$ 1,357,675	\$ 1,449,509	\$ 1,359,200	\$ (90,309)	% (6.23%)	▼
Operating Grants, Subsidies and Contributions	11	796,304	199,068	280,517	81,449	40.92%	▲
Fees and Charges		675,786	168,882	238,600	69,718	41.28%	▲
Service Charges		0	0	0	0		
Interest Earnings		42,400	10,596	5,046	(5,550)	(52.38%)	▼
Other Revenue		0	0	0	0		
Profit on Disposal of Assets	8	155,560	38,886	0			
Total Operating Revenue		3,027,725	1,866,941	1,883,363	55,308		
Operating Expense							
Employee Costs		(1,139,806)	(284,841)	(329,898)	(45,057)	(15.82%)	▼
Materials and Contracts		(1,695,859)	(423,480)	(236,843)	186,637	44.07%	▲
Utility Charges		(172,045)	(42,969)	(17,121)	25,848	60.16%	▲
Depreciation on Non-Current Assets		(4,725,060)	(1,181,247)	0	1,181,247	100.00%	▲
Interest Expenses		(5,014)	(1,251)	(1,776)	(525)	(41.98%)	▼
Insurance Expenses		(172,911)	(52,055)	(111,839)	(59,784)	(114.85%)	▼
Other Expenditure		0	0	0	0		
Loss on Disposal of Assets	8	(98,557)	(24,636)	0			
Total Operating Expenditure		(8,009,252)	(2,010,479)	(697,477)	1,288,366		
Funding Balance Adjustments							
Add back Depreciation		4,725,060	1,181,247	0	(1,181,247)	(100.00%)	▼
Adjust (Profit)/Loss on Asset Disposal	8	(57,003)	(14,250)	0	14,250	(100.00%)	
Adjust Provisions and Accruals			0		0		
Net Cash from Operations		(313,470)	1,023,459	1,185,886	176,677		
Capital Revenues							
Grants, Subsidies and Contributions	11	1,248,338	312,078		(312,078)	(100.00%)	▼
Proceeds from Disposal of Assets	8	425,196	106,299	0	(106,299)	(100.00%)	▼
Total Capital Revenues		1,673,534	418,377	0	(418,377)		
Capital Expenses							
Land Held for Resale		0	0	0	0		
Land and Buildings	13	(147,000)	(45,744)	0	45,744	100.00%	▲
Infrastructure - Roads	13	(1,132,674)	(283,140)	(66,465)	216,675	76.53%	▲
Infrastructure - Public Facilities	13	0		0	0		
Infrastructure - Footpaths	13	(32,843)	(8,208)	(115)	8,094	98.61%	▲
Infrastructure - Drainage	13	(15,500)	(3,873)	0	3,873	100.00%	▲
Heritage Assets	13	0	0	0	0		
Plant and Equipment	13	(957,749)	(143,826)	(11,436)	132,390	92.05%	▲
Furniture and Equipment	13	(36,000)	(9,000)	(7,803)	1,197	13.30%	▲
Total Capital Expenditure		(2,321,766)	(493,791)	(85,818)	407,973		
Net Cash from Capital Activities		(648,232)	(75,414)	(85,818)	(10,404)		
Financing							
Proceeds from New Debentures		0	0	0	0		
Proceeds from Advances		0	0	0	0		
Self-Supporting Loan Principal		5,844	1,461	2,893	1,432	98.04%	
Transfer from Reserves	7	0	0	0	0		
Advances to Community Groups		0	0	0	0		
Repayment of Debentures	10	(27,804)	(6,951)	(8,263)	(1,312)	(18.87%)	
Transfer to Reserves	7	(234,980)	(58,745)	0	58,745	100.00%	▲
Net Cash from Financing Activities		(256,940)	(64,235)	(5,370)	58,865		
Net Operations, Capital and Financing		(1,218,642)	883,810	1,094,698	225,138		
Opening Funding Surplus(Deficit)	3	1,225,238	1,225,239	1,225,239	0	0.00%	
Closing Funding Surplus(Deficit)	3	6,596	2,109,049	2,319,937	225,138		

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

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

SHIRE OF WICKEPIN
STATEMENT OF CAPITAL ACQUISITIONS AND CAPITAL FUNDING
For the Period Ended 30 September 2017

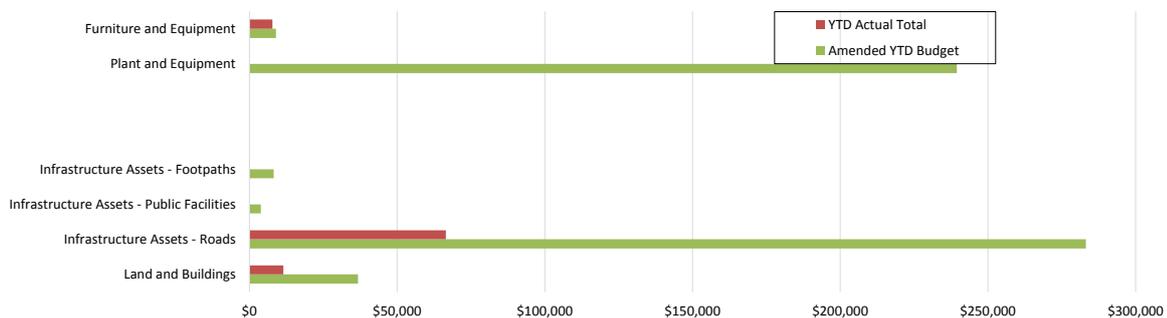
Capital Acquisitions	Note	YTD 30 09 2017					Variance (d) - (c)
		YTD Actual New /Upgrade (a)	YTD Actual (Renewal Expenditure) (b)	YTD Actual Total (c) = (a)+(b)	Amended YTD Budget (d)	Amended Annual Budget	
Land and Buildings	13	\$ 11,436	\$ 0	\$ 11,436	\$ 36,750	\$ 147,000	\$ (25,314)
Infrastructure Assets - Roads	13	0	66,465	66,465	283,169	1,132,674	(216,704)
Infrastructure Assets - Public Facilities	13	0	0	0	3,875	15,500	(3,875)
Infrastructure Assets - Footpaths	13	115	0	115	8,211	32,843	(8,096)
Plant and Equipment	13	0	0	0	239,437	957,749	(239,437)
Furniture and Equipment	13	0	7,803	7,803	9,000	36,000	(1,197)
Capital Expenditure Totals		11,551	74,268	85,819	580,442	2,321,766	(494,623)

Funded By:

Capital Grants and Contributions	25,000	1,248,338	1,248,338	1,223,338
Borrowings	0	0	0	0
Other (Disposals & C/Fwd)	0	106,299	425,196	(106,299)
Own Source Funding - Cash Backed Reserves				
Computer Reserve			0	
Saleyard Reserve			0	
Refuse Reserve			0	
Land Development Reserve			0	
Staff Housing Reserve	0			
Building Reserve	0			
Total Own Source Funding - Cash Backed Reserves	0	0	0	0
Own Source Funding - Operations	60,819	(774,196)	648,232	835,015
Capital Funding Total	85,819	580,442	2,321,766	(494,623)

Comments and graphs

Capital Expenditure Program YTD



SHIRE OF WICKEPIN
STATEMENT OF BUDGET AMENDMENTS
(Statutory Reporting Program)
For the Period Ended 30 September 2017

	Adopted Budget	Adopted Budget Amendments (Note 5)	Amended Annual Budget	Amended YTD Budget (a)
	\$	\$	\$	\$
Operating Revenues				
Governance	5,720		5,720	1,428
General Purpose Funding - Rates	1,357,675		1,357,675	1,449,533
General Purpose Funding - Other	714,849		714,849	178,680
Law, Order and Public Safety	437,930		437,930	109,473
Health	250		250	60
Education and Welfare	4,500		4,500	1,125
Housing	273,440		273,440	68,349
Community Amenities	170,489		170,489	42,609
Recreation and Culture	57,847		57,847	14,448
Transport	1,138,728		1,138,728	284,673
Economic Services	50,635		50,635	12,648
Other Property and Services	64,000		64,000	15,993
Total Operating Revenue	4,276,063	0	4,276,063	2,179,019
Operating Expense				
Governance	(516,699)		(516,699)	(129,105)
General Purpose Funding	(84,007)		(84,007)	(20,985)
Law, Order and Public Safety	(235,735)		(235,735)	(58,905)
Health	(30,662)		(30,662)	(7,647)
Education and Welfare	(21,304)		(21,304)	(5,313)
Housing	(213,216)		(213,216)	(53,235)
Community Amenities	(451,025)		(451,025)	(112,596)
Recreation and Culture	(1,235,597)		(1,235,597)	(308,724)
Transport	(4,898,727)		(4,898,727)	(1,224,609)
Economic Services	(306,009)		(306,009)	(76,434)
Other Property and Services	(16,270)		(16,270)	(12,926)
Total Operating Expenditure	(8,009,252)	0	(8,009,252)	(2,010,479)
Funding Balance Adjustments				
Add back Depreciation	4,725,060		4,725,060	1,181,247
Adjust (Profit)/Loss on Asset Disposal	(57,003)		(57,003)	(14,250)
Adjust Provisions and Accruals	0		0	
Net Cash from Operations	934,868	0	934,868	1,335,537
Capital Revenues				
Proceeds from Disposal of Assets	425,196		425,196	106,299
Proceeds from Sale of Investments	0		0	0
Total Capital Revenues	425,196	0	425,196	106,299
Capital Expenses				
Land Held for Resale	0		0	0
Land and Buildings	(147,000)	0	(147,000)	(45,744)
Infrastructure - Roads	(1,132,674)		(1,132,674)	(283,140)
Infrastructure - Public Facilities	0		0	0
Infrastructure - Footpaths	(32,843)		(32,843)	(8,208)
Infrastructure - Drainage	(15,500)		(15,500)	(3,873)
Heritage Assets	0		0	0
Plant and Equipment	(957,749)		(957,749)	(143,826)
Furniture and Equipment	(36,000)		(36,000)	(9,000)
Total Capital Expenditure	(2,321,766)	0	(2,321,766)	(493,791)
Net Cash from Capital Activities	(1,896,570)	0	(1,896,570)	(387,492)
Financing				
Proceeds from New Debentures	0		0	0
Proceeds from Advances	0		0	0
Self-Supporting Loan Principal	5,844		5,844	
Transfer from Reserves	0	0	0	0
Advances to Community Groups	0		0	0
Repayment of Debentures	(27,804)		(27,804)	
Transfer to Reserves	(234,980)		(234,980)	(58,745)
Net Cash from Financing Activities	(256,940)	0	(256,940)	(58,745)
Net Operations, Capital and Financing	(1,218,642)	0	(1,218,642)	889,300
Opening Funding Surplus(Deficit)	1,225,238	0	1,225,238	1,225,238
Closing Funding Surplus(Deficit)	6,596	0	6,596	2,114,538

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

SHIRE OF WICKEPIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 September 2017

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.

The estimates and associated assumptions are based on historical experience and various other factors that are believed to be reasonable under the circumstances; the results of which form the basis of making the judgements about carrying values of assets and liabilities that are not readily apparent from other sources. Actual results may differ from these estimates.

(b) The Local Government Reporting Entity

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

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

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

(c) Rounding Off Figures

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

(d) Rates, Grants, Donations and Other Contributions

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

(e) Goods and Services Tax

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

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

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

SHIRE OF WICKEPIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 September 2017

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(f) Cash and Cash Equivalents

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

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

(g) Trade and Other Receivables

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

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

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

(h) Inventories

General

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

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

Land Held for Resale

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

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

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

(i) Fixed Assets

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

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

SHIRE OF WICKEPIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 September 2017

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(j) Depreciation of Non-Current Assets

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

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

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

(k) Trade and Other Payables

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

(l) Employee Benefits

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

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

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

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

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

SHIRE OF WICKEPIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 September 2017

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(m) Interest-bearing Loans and Borrowings

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

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

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

Borrowing Costs

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

(n) Provisions

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

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

(o) Current and Non-Current Classification

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

SHIRE OF WICKEPIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 September 2017

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(p) Nature or Type Classifications

Rates

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

Operating Grants, Subsidies and Contributions

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

Non-Operating Grants, Subsidies and Contributions

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

Profit on Asset Disposal

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

Fees and Charges

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

Service Charges

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

Interest Earnings

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

Other Revenue / Income

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

Employee Costs

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

Materials and Contracts

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

Utilities (Gas, Electricity, Water, etc.)

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

SHIRE OF WICKEPIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 September 2017

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 Fortunate Place.

"Wickepin offers a safe, pleasant healthy lifestyle, with a community that has strong sporting and social

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

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

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

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

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

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

(s) GOVERNANCE

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

GENERAL PURPOSE FUNDING

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

LAW, ORDER, PUBLIC SAFETY

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

HEALTH

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

SHIRE OF WICKEPIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 September 2017

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(s) Reporting Programs (Continued)

HOUSING

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

COMMUNITY AMENITIES

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

RECREATION AND CULTURE

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

TRANSPORT

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

ECONOMIC SERVICES

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

OTHER PROPERTY & SERVICES

Plant works, plant overheads and stock of materials.

SHIRE OF WICKEPIN
NOTES TO FINANCIAL ACTIVITY STATEMENT
For the Period Ended 30 September 2017

Note 2: EXPLANATION OF MATERIAL VARIANCES

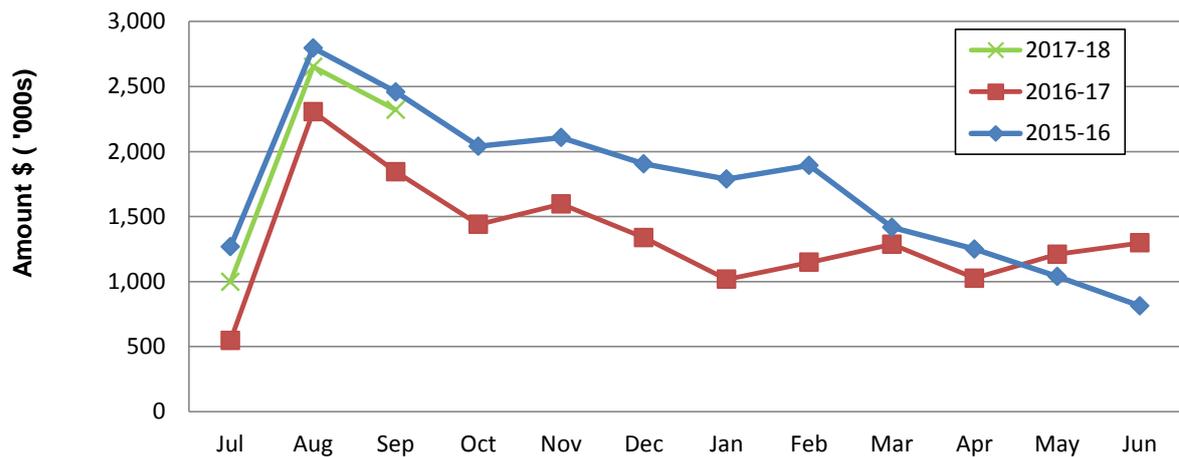
Reporting Program	Var. \$	Var. %	Var.	Timing/ Permanent	Explanation of Variance
Operating Revenues	\$	%			
Governance	239	16.70%			
Housing	(19,081)	(27.92%)	▼	Timing	
Community Amenities	97,141	227.98%	▲	Timing	
Recreation and Culture	(6,306)	(43.65%)	▼	Timing	
Transport	(207,862)	(73.02%)	▼	Timing	
Economic Services	(4,390)	(34.71%)			
Other Property and Services	(6,774)	(42.35%)	▼	Timing	
Operating Expense					
Governance	(9,710)	(7.52%)	▲	Timing	
General Purpose Funding	3,212	15.31%	▼	Timing	
Law, Order and Public Safety	11,479	19.49%	▼	Timing	
Health	1,241	16.23%	▼	Timing	
Housing	33,361	62.67%	▼	Timing	
Community Amenities	47,485	42.17%	▼	Timing	
Recreation and Culture	203,683	65.98%	▼	Timing	
Transport	964,544	78.76%	▼	Timing	
Economic Services	43,735	57.22%	▼	Timing	
Other Property and Services	11,962	92.54%	▼	Timing	
Capital Revenues					
Grants, Subsidies and Contributions	(312,078)	(100.00%)	▼	Timing	
Proceeds from Disposal of Assets	(106,299)	(100.00%)	▼	Timing	
Capital Expenses					
Land and Buildings	45,744	100.00%	▼	Timing	
Infrastructure - Roads	216,675	76.53%	▼	Timing	
Infrastructure - Public Facilities	0				
Infrastructure - Footpaths	8,094	98.61%	▼	Timing	
Plant and Equipment	132,390	92.05%	▼	Timing	
Furniture and Equipment	1,197	13.30%	▼	Timing	
Financing					
Loan Principal	(1,312)	(18.87%)			

SHIRE OF WICKEPIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 September 2017

Note 3: NET CURRENT FUNDING POSITION

		Positive=Surplus (Negative=Deficit)		
		YTD 30 Sep	30 June 2017	YTD 29 Sep
		2017	2017	2016
		\$	\$	\$
Current Assets				
Cash Unrestricted	4	2,294,508	1,441,513	1,791,820
Cash Restricted	4	1,647,428	1,647,429	1,243,268
Receivables - Rates	6	225,934	19,522	225,963
Receivables -Other	6	6,657	18,556	7,360
Interest / ATO Receivable/Trust		13,493	25,649	25,182
Inventories			0	0
		4,188,021	3,152,668	3,293,593
Less: Current Liabilities				
Payables		(19,119)	(78,464)	(60,840)
Provisions		(201,537)	(201,537)	(144,743)
		(220,656)	(280,001)	(205,584)
Less: Cash Reserves	7	(1,647,428)	(1,647,429)	(1,243,268)
Net Current Funding Position		2,319,936	1,225,239	1,844,741

Note 3 - Liquidity Over the Year



Comments - Net Current Funding Position

SHIRE OF WICKEPIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 September 2017

Note 4: CASH AND INVESTMENTS

	Interest Rate	Unrestricted \$	Restricted \$	Trust \$	Total Amount \$	Institution	Maturity Date
(a) Cash Deposits							
Municipal Bank Account	0.00%	1,433,723			1,433,723	ANZ	At Call
Reserve Bank Account	0.00%		63,282		63,282	ANZ	At Call
Trust Bank Account	0.00%			38,263	38,263	ANZ	At Call
Cash On Hand	Nil	700			700	N/A	On Hand
(b) Term Deposits							
Municipal	2.50%				0	ANZ	
Municipal					0		
Municipal	1.45%	860,085			860,085	WA Treasury	At Call
Reserve	2.40%		1,584,146		1,584,146	ANZ	31.12.2017
Trust	2.10%			54,133	54,133	ANZ	8.1.18
Total		2,294,508	1,647,428	92,396	4,034,332		

Comments/Notes - Investments

SHIRE OF WICKEPIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 September 2017

Note 5: BUDGET AMENDMENTS

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

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

SHIRE OF WICKEPIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 September 2017

Note 5 (a): BUDGET AMENDMENTS - CORPORATE BUSINESS PLAN LINKAGE

A number of additional operating actions were forecast to be undertaken during the current period of the Corporate Business Plan CBP which result in additional operating expenditure or revenue. The additional activities for the current year are summarised below along with the amount included within the budget and budget amendments.

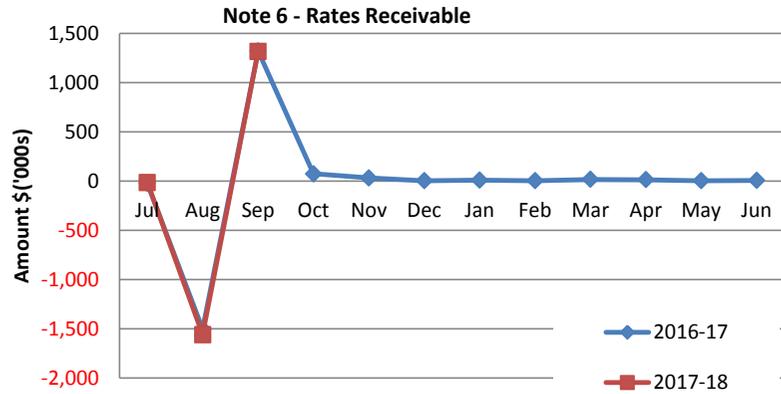
Strategy Ref	Strategy	Action Ref	Action	2016-17 per CBP	Adopted Budget	Amended Budget	YTD Expenditure
	Total			-	-	-	-

SHIRE OF WICKEPIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 September 2017

Note 6: RECEIVABLES

Receivables - Rates Receivable

	YTD 30 Sep 2017	30 June 2017
	\$	\$
Opening Arrears Previous Years	19,522	25,543
Levied this year	1,524,365	1,497,589
Less Collections to date	(1,317,953)	(1,503,610)
Equals Current Outstanding	225,934	19,522
Net Rates Collectable	225,934	19,522
% Collected	85.37%	98.72%



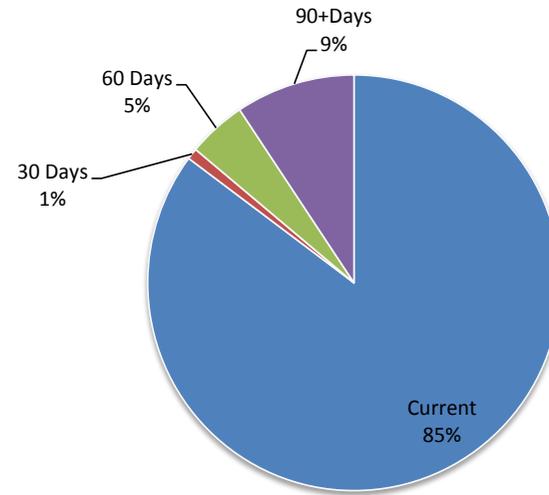
Comments/Notes - Receivables Rates

Receivables - General

	Current	30 Days	60 Days	90+Days
	\$	\$	\$	\$
Receivables - General	5,672	58	304	622
Total Receivables General Outstanding				6,657

Amounts shown above include GST (where applicable)

Note 6 - Accounts Receivable (non-rates)



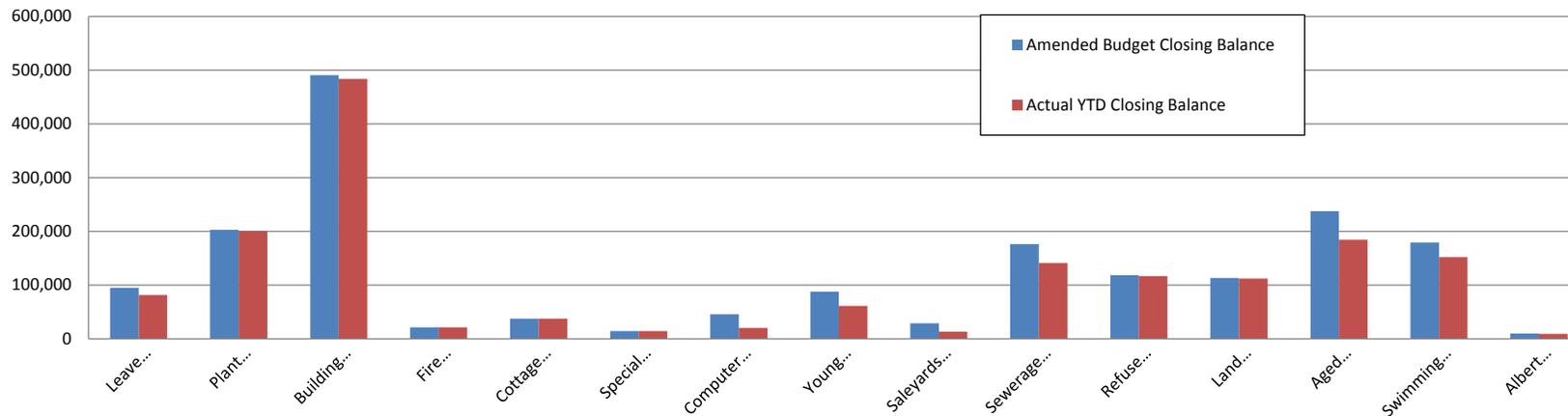
Comments/Notes - Receivables General

SHIRE OF WICKEPIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 September 2017

Note 7: Cash Backed Reserve

2017-18		Amended Budget Interest Earned	Actual Interest Earned	Amended Budget Transfers In (+)	Actual Transfers In (+)	Amended Budget Transfers Out (-)	Actual Transfers Out (-)	Transfer out Reference	Amended Budget Closing Balance	Actual YTD Closing Balance
Name	Opening Balance									
Leave Reserve	\$ 81,572	\$ 1,260	\$	\$ 12,000	\$	\$	\$		\$ 94,832	\$ 81,572
Plant Replacement Reserve	200,182	2,694							202,876	200,182
Building Reserve	483,980	6,514							490,494	483,980
Fire Fighting Reserve	21,123	284							21,407	21,123
Cottage Homes Reserve	37,172	500							37,672	37,172
Special Events Reserve	14,010	189							14,199	14,010
Computer Reserve	20,087	606		25,000					45,693	20,087
Young Singles Accommodation Reserve	61,296	1,162		25,000					87,458	61,296
Saleyards Reserve	13,190	379		15,000					28,569	13,190
Sewerage Reserve	141,033	2,342		32,980					176,355	141,033
Refuse Reserve	116,703	1,571							118,274	116,703
Land Development Reserve	111,712	1,504							113,216	111,712
Aged Persons Accommodation Reserve	184,185	3,152		50,000					237,337	184,185
Swimming Pool Reserve	151,819	2,380		25,000					179,199	151,819
Albert Facey Homestead Reserve	9,364	126							9,490	9,364
Fuel Facility	0	337		25,000				Res 160817-22	25,337	0
	1,647,428	25,000	0	209,980	0	0	0		1,882,408	1,647,428

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



SHIRE OF WICKEPIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 September 2017

Note 8 CAPITAL DISPOSALS

Actual YTD Profit/(Loss) of Asset Disposal				Disposals	Amended Current Budget			Comments
Cost	Accum Depr	Proceeds	Profit (Loss)		YTD 30 09 2017			
					Amended Annual Budget Profit/(Loss)	Actual Profit/(Loss)	Variance	
\$	\$	\$	\$	\$	\$	\$		
				Plant and Equipment				
37,600	(3,000)			P0AE CEO Vehicle	(1,600)	0	1,600	GL 102230.72
37,600	(2,400)			A0AF CEO Vehicle	(2,200)	0	2,200	GL 102230.72
48,000	(6,000)			P2473 Hino 300 Series 6 Wheel Truck	(28,364)	0	28,364	GL 160020.72
118,000	(14,707)			P813 Cat Grader	(13,293)	0	13,293	GL 160020.72
43,600	(6,600)			P2R MWS Colorado	(9,000)	0	9,000	GL 160020.72
28,000	(4,000)			P2QF Facey Group Utility	3,560	0	(3,560)	GL 141130.70
49,000	(4,900)			P182 Tincurrin Fire Truck	(44,100)	0	44,100	GL 110420.72
				Land & Buildings			0	
75,000	(27,000)			5 Smith Street	152,000	0	(152,000)	GL 139730.70
436,800	(68,607)	0	0		57,003	0	(57,003)	

Comments - Capital Disposal/Replacements

SHIRE OF WICKEPIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 September 2017

Note 9: RATING INFORMATION

RATE TYPE	Rate in \$	Number of Properties	Rateable Value \$	Rate Revenue \$	Interim Rates \$	Back Rates \$	Total Revenue \$	Amended Budget Rate Revenue \$	Amended Budget Interim Rate \$	Amended Budget Back Rate \$	Amended Budget Total Revenue \$
Differential General Rate											
GRV	0.0703	195	1,823,479	128,194	0	969	127,225	128,194	1,200		129,394
UV	0.0104	275	126,777,235	1,322,287			1,322,287	1,322,287	500		1,322,787
Mining UV											
Sub-Totals		470	128,600,714	1,450,481	0	969	1,449,512	1,450,481	1,700	0	1,452,181
Minimum Payment											
Minimum \$											
GRV		390	83,554	24,180			24,180	24,180			24,180
UV		390	279,569	5,460			5,460	2,460			2,460
Mining UV											
Sub-Totals		780	363,123	29,640	0	0	29,640	26,640	0	0	26,640
Ex Gratia Rates							1,479,152				1,478,821
Discount							8,454				8,454
Rates Writeoffs							(128,401)				
							(4)				
Amount from General Rates							1,359,200				1,487,275
Specified Area Rates											
Totals							1,359,200				1,487,275

Comments - Rating Information

SHIRE OF WICKEPIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 September 2017

10. INFORMATION ON BORROWINGS

(a) Debenture Repayments

Particulars	Principal 1-Jul-17	New Loans	Principal Repayments		Principal Outstanding		Interest Repayments		Loan Completion Date
			Actual \$	Amended Budget \$	Actual \$	Amended Budget \$	Actual \$	Amended Budget \$	
Loan 100 - CEO Residence	69,933		5370	21,960	64,563	47,973	1000	3,520	24/06/2020
Loan 102 - WD Sports Club SS Greens	38,805		2893	5,844	35,912	32,961	776	1,494	17/01/2023
	108,738	0	8,263	27,804	100,475	80,934	1,776	5,014	

All debenture repayments were financed by general purpose revenue.

(b) New Debentures

No new debentures were raised during the reporting period.

SHIRE OF WICKEPIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 September 2017

Note 11: GRANTS AND CONTRIBUTIONS

Program/Details GL	Grant Provider	Approval	2017-18 Amended Budget	Variations Additions (Deletions)	Operating	Capital	Recoup Status	
							Received	Not Received
		(Y/N)	\$	\$	\$	\$	\$	\$
GENERAL PURPOSE FUNDING								
Grants Commission - General	WALGGC	Y	442,492	0	442,492	0	119,208	323,284
Grants Commission - Roads	WALGGC	Y	222,810	0	222,810	0	57,994	164,817
LAW, ORDER, PUBLIC SAFETY								
FESA Grant - Operating Bush Fire Brigade	Dept. of Fire & Emergency Serv.	Y	21,300	0	21,300	0	7,813	13,487
FESA Grant - Tincurrin Fire Truck	Dept. of Fire & Emergency Serv.	Y	369,400	0		369,400	0	369,400
HOUSING								
Grants - Aged Housing	Regional Development & Lands	Y	28,540			28,540	25,000	3,540
COMMUNITY AMENITIES								
RECREATION AND CULTURE								
Grants - Swimming Pool	Community Pool Revitalisation	N	32,000	0	32,000	0	0	32,000
Grants - Kidsport	Department of Sport and Rec	Y	5,000	0	5,000		2,000	3,000
			0	0	0		0	0
TRANSPORT								
Contributions - Road Projects	Blackspot Funding State	Y	168,170	0	0	168,170	0	168,170
Roads To Recovery Grant - Cap	Roads to Recovery	Y	471,857	0	0	471,857	0	471,857
RRG Grants - Capital Projects	Regional Road Group	Y	210,371	0	0	210,371	0	210,371
Direct Grant - Maintenance	Dept. of Transport	Y	68,502	0	68,502	0	68,502	0
			0	0	0		0	0
EDUCATION	RDA movie nights	Y	4,200		4,200			4,200
TOTALS			2,044,642	0	796,304	1,248,338	280,517	1,764,125

Operating
Non-Operating

Operating
Non-operating

796,304
1,248,338
2,044,642

255,517
25,000
280,517

SHIRE OF WICKEPIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 September 2017

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 17	Amount Received	Amount Paid	Closing Balance 30-Sep-17
	\$	\$	\$	\$
Housing Bonds	200	350	(550)	0
Master Key Deposits	0	0	0	0
Special Plates	0	0	0	0
Land Sales	0	0	0	0
Nomination Deposits	0	320	0	320
Building and BCITF	0	108	(108)	0
Ram Pavillion	0	0	0	0
LCDC Landcare	0	0	0	0
Cat/Dog Trap Hire	0			0
WDSC Replacement Greens	69,613	4,334	0	73,947
Kidsport	0		0	0
Albert Facey Homestead	0	0	0	0
Miscellaneous Trust	2,329			2,329
Yealering Bowling Club Greens	15,800	0	0	15,800
	87,942	5,112	(658)	92,396

Level of Completion Indicators

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

SHIRE OF WICKEPIN
 NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
 For the Period Ended 30 September 2017

Note 13: CAPITAL ACQUISITIONS

		30/09/2017					
Infrastructure Assets		Amended Annual Budget	Amended YTD Budget	YTD Actual	Variance (Under)/Over	YTD Actual (Renewal Exp)	Strategic Reference / Comment
Land for Resale							
Community Amenities							
Community Amenities Total							
		0	0	0	0	0	
○	Land for Resale Total	0	0	0	0	0	
Land & Buildings							
Housing							
○	Upgrade Cottage Homes	CLCH1 (100,000)	(33,999)	0	33,999	0	Not commenced as YET
○	7 Smith Street Roof	LHS2C (22,000)	(5,499)	0	(2,304)	0	Not commenced as YET
	Housing Total	(122,000)	(39,498)	0	31,695	0	
Community Amenities							
○	Wickepin Cemetery Upgrade	WCU1 0	0	0	0	0	
○	Harrismith Cemetery Upgrade	HCU1 (20,000)	(4,998)	0	4,998	0	
○	CAC new car port	WBC3 (5,000)	(1,248)	0	1,248	0	
	Community Amenities Total	(25,000)	(6,246)	0	6,246	0	
○	Recreation And Culture Total	0	0	0	0	0	
Transport							
○	Transport Total	0	0	0	0	0	
Economic Services							
○	Economic Services Total	0	0	0	0	0	
○	Land and Buildings Total	(147,000)	(45,744)	0	37,941	0	
Footpaths							
Transport							
○	Footpaths Wickepin	LFP1 (32,843)	(8,208)	(115)	8,094	0	
○	Footpaths Yealering	LFP2 0	0	0	0	0	
	Transport Total	(32,843)	(8,208)	(115)	8,094	0	
○	Footpaths Total	(32,843)	(8,208)	(115)	8,094	0	
Furniture & Office Equip.							
Governance							
○					0	0	
○					0	0	
	Governance Total	0	0	0	0	0	
Housing							
○	Lifestyle Village Capital	CLCH2 (36,000)	(9,000)	(7,803)	1,197	0	
○		0	0	0	0	0	
○		0	0	0	0	0	
	Housing Total	(36,000)	(9,000)	(7,803)	1,197	0	
○	Furniture & Office Equip. Total	(36,000)	(9,000)	(7,803)	1,197	0	
Plant , Equip. & Vehicles							
Governance							
○	Holden Colorado CEO POAF and POAG	1064 (70,364)	(17,589)	0	17,589	0	
○	Governance Total	(70,364)	(17,589)	0	17,589	0	
Community Amenities							

SHIRE OF WICKEPIN
 NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
 For the Period Ended 30 September 2017

Note 13: CAPITAL ACQUISITIONS

		30/09/2017					
Infrastructure Assets		Amended Annual Budget	Amended YTD Budget	YTD Actual	Variance (Under)/Over	YTD Actual (Renewal Exp)	Strategic Reference / Comment
Law, Order And Public Safety							
	4x4 Broadacre Firetruck - Tincurrin	1184	(369,400)	(92,349)	0	92,349	0 Held over from 2016/17
Law, Order and Public Safety Total			(369,400)	(92,349)	0	92,349	0
Recreation And Culture							
Recreation And Culture Total			0	0	0	0	0
Transport							
	Hino 300 Maintenance Truck	6034	(71,470)	(11,912)		11,912	0
	P813 Grader	6034	(353,000)	(58,833)		58,833	0
	P2433 Bin for Truck Tray	6034	(9,500)	(1,583)		1,583	0
	MWS Nissan Navara or Colorado	6034	(43,015)	(7,169)		7,169	0
	Facey Group Ute	6034	(28,000)	(4,667)		4,667	0
	Depot Hoist	LDP1	(13,000)	(3,249)	(11,436)	(8,187)	0
Transport Total			(517,985)	(126,237)	(11,436)	260,675	0
Economic Services Total			0	0	0	0	0
Plant , Equip. & Vehicles Total			(957,749)	(143,826)	(11,436)	278,264	0
Infrastructure Other							
Recreation and Culture							
Recreation And Culture Total			0	0	0	0	0
Community Amenity							
	Sewerage Dam	LEDC	(15,500)	(3,873)	0	3,873	0 carried over from 2016/17
Community Amenity Total			(15,500)	(3,873)	0	3,873	0
Public Facilities Total			(15,500)	(3,873)	0	3,873	0
Roads							
Transport Regional Road Group							
	Wickepin Corrigin Road	RG001	(86,997)	(21,747)	(65)	21,682	0
	Wickepin Harrismith Road	RG002	(95,000)	(23,748)	0	23,748	0
	Pingelly Wickepin Road	RG003	(133,560)	(33,390)	(25,406)	7,984	0
Regional Road Group Total			(315,557)	(78,885)	(25,471)	53,414	0
Transport Roads to Recovery							
	Wickepin Corrigin Road	R2R001	(69,813)	(17,451)	(2,000)	15,451	0
	Cemetery Road	R2R057	(50,006)	(12,501)	(56)	12,445	0
	Wickepin North Road	R2R015	(90,875)	(22,716)	(2,125)	20,591	0
	Elsinore Road	R2R033	(50,341)	(12,585)	(14,382)	(1,797)	0
	Henry Street	RR38	(12,494)	(3,123)	0	3,123	0
	Dalton Street	R2115	(10,000)	(2,499)	0	2,499	0
	Roberts Street	R2R116	(10,000)	(2,499)	0	2,499	0
	Connor Street	R2R118	(7,446)	(1,860)	0	1,860	0
	Coxon Street	R2R122	(2,700)	(675)	0	675	0
	Tincurrin South Road	R2R016	(25,448)	(6,360)	0	6,360	0
	Tincurrin North Road	R2R011	(42,286)	(10,569)	(5,243)	5,326	0
	Line Road	RR13	(5,448)	(1,362)	0	1,362	0
	Malvalling Road	R2R036	(95,000)	(23,748)	(8,254)	15,494	0
Roads to Recovery Total			(471,857)	(117,948)	(32,060)	85,888	0
Transport Black Spot							
	Line Road	BS008	(228,355)	(57,087)	(5,334)	51,753	0
	Kirk Rock/ Dalton Road	BS014	(23,900)	(5,973)	0	5,973	0
Blackspot Total			(252,255)	(63,060)	(5,334)	57,726	0
Council Resources Construction							
	Harrismith South	CO026	(43,005)	(10,749)	0	10,749	0
	Drainage and Headwalls	CODAH	(50,000)	(12,498)	(3,600)	8,898	0

SHIRE OF WICKEPIN
 NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
 For the Period Ended 30 September 2017

Note 13: CAPITAL ACQUISITIONS

		30/09/2017					
Infrastructure Assets		Amended Annual Budget	Amended YTD Budget	YTD Actual	Variance (Under)/Over	YTD Actual (Renewal Exp)	Strategic Reference / Comment
	Council Resources Construction Total	(93,005)	(23,247)	(3,600)	19,647	0	
	Roads Total	(1,132,674)	(293,140)	(66,465)	216,675	0	
	Capital Expenditure Total	(2,321,766)	(493,791)	(85,818)	546,044	0	

Governance, Audit and Community Services

10.2.02 – List of Accounts

Submission To:	Ordinary Council
Location / Address:	Whole Shire
Name of Applicant:	Amanda Smith – Finance Officer
File Reference:	FM.BA.1201
Author:	Amanda Smith – Finance Officer
Disclosure of any Interest:	Nil
Date of Report:	2 October 2017

Enclosure / Attachment: List of Accounts

Background: List of Accounts remitted during the period from 1 September 2017 to 30 September 2017.

	<u>Vouchers</u>	<u>Amounts</u>
Municipal Account		
EFT	7727 – 7756, 7761 - 7792	\$ 161,273.10
Cheques	15466 - 15469	\$ 12,998.59
Payroll	September	\$ 86,203.99
Superannuation	September	\$ 11,733.10
Credit Card	EFT 7757	\$ 1,922.66
Direct Deductions	EFT 7758 - 7760	\$ 5,255.62
Trust		
EFT		
Cheques		
	TOTAL	<u>\$ 279,387.06</u>

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.

Comment: 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 3.1.8 - Cheque Issue

Strategic Implications: Not applicable

Recommendation: That Council acknowledges that payments totalling **\$279,387.06** have been made in accordance with the list included in these minutes, and scrutiny of the list has found that the payments are satisfactory.

Voting Requirements: Simple majority

Resolution No

Moved Cr / Seconded Cr

That Council acknowledges that payments totalling **\$279,387.06** have been made in accordance with the list included in these minutes, and scrutiny of the list has found that the payments are satisfactory.

Carried /

List of Accounts Due & Submitted to Committee

September 2017

Chq/EFT	Date	Name	Description	Muni	Trust
EFT7727	7/09/2017	AD Engineering Pty Ltd	Keypad	\$ 758.87	
EFT7728	7/09/2017	Courier Australia	Stationery Order	\$ 10.49	
EFT7729	7/09/2017	HJ Corke & Sons	Gravel	\$ 2,200.00	
EFT7730	7/09/2017	Peter Denton	Wattles For Rubbish Tip	\$ 140.00	
EFT7731	7/09/2017	Landgate	Valuation Expenses	\$ 65.50	
EFT7732	7/09/2017	Dial Before You Dig	Membership Fees	\$ 110.00	
EFT7733	7/09/2017	DS Agencies Pty Ltd	Aqua Refill Post	\$ 4,037.00	
EFT7734	7/09/2017	Ewen Rural Supplies	August Account	\$ 2,261.03	
EFT7735	7/09/2017	Great Southern Fuel Supplies	Fuel Account	\$ 16,107.22	
EFT7736	7/09/2017	Lake Yealering Bowling Club	2017 Community Grant Approval	\$ 6,860.00	
EFT7737	7/09/2017	Levanta Superior Workshop Solutions	Hoist	\$ 12,579.60	
EFT7738	7/09/2017	Marketforce Productions	Death Notice For Wayne Leeson	\$ 1,128.84	
EFT7739	7/09/2017	Great Southern Waste Disposal	August Rubbish Collection	\$ 6,168.70	
EFT7740	7/09/2017	Narrogin Glass	Glass For Bobcat Loader	\$ 115.50	
EFT7741	7/09/2017	Narrogin Hardware Makit	Chain Saw File Hacksaw Blades	\$ 38.50	
EFT7742	7/09/2017	Narrogin Agricultural Repairs	Clutch	\$ 65.00	
EFT7743	7/09/2017	Narrogin Quarry Operations	Landscaping Dust	\$ 185.32	
EFT7744	7/09/2017	Star Track Express	Parts	\$ 34.45	
EFT7745	7/09/2017	Narrogin Toyota	Wheel	\$ 132.00	
EFT7746	7/09/2017	Officeworks Superstores Pty Ltd	Stationery	\$ 219.74	
EFT7747	7/09/2017	PCS	Monthly Fee	\$ 85.00	
EFT7748	7/09/2017	Parrys	Protective Clothing Staff	\$ 936.15	
EFT7749	7/09/2017	Wagin Plumbing	Annual Testing	\$ 781.00	
EFT7750	7/09/2017	Maureen Susan Preedy	Cleaning	\$ 327.00	
EFT7751	7/09/2017	Pingelly Tyre Service	Tyre Maintenance	\$ 755.54	
EFT7752	7/09/2017	Upper Great Southern Hockey Association	2017 Upper Great Southern Hockey	\$ 220.00	

EFT7753	7/09/2017	Westrac Equipment	Parts	\$ 249.40
EFT7754	7/09/2017	Thomas Charles Williamson	Supply Of Gravel For Roadworks	\$ 9,130.00
EFT7755	7/09/2017	Wickepin Newsagency	Refreshments, Stationery	\$ 131.30
EFT7756	7/09/2017	Wayfound	Printing	\$ 670.27
EFT7757	21/09/2017	ANZ Bank	Credit Card Payment - LG Week Meals & Allan Ramsay Gift	\$ 1,922.66
EFT7758	21/09/2017	Best Office Systems	Konica Minolta Copier Lease	\$ 358.60
EFT7759	21/09/2017	James Matthews	Pool Manager Contract Payment	\$ 4,752.12
EFT7760	21/09/2017	Westnet Pty Ltd	Internet For Depot And Admin	\$ 144.90
EFT7761	21/09/2017	Australia Post	Account August	\$ 576.82
EFT7762	21/09/2017	Australian Taxation Office	Activity Statement	\$ 15,472.00
EFT7763	21/09/2017	Air Liquide WA Pty Ltd	Gas	\$ 470.96
EFT7764	21/09/2017	AD Engineering Pty Ltd	Modem For Sam	\$ 825.00
EFT7765	21/09/2017	Yvonne Bowey Consulting	Financial Assistance - Assets, Annual Report & Wages	\$ 7,625.00
EFT7766	21/09/2017	Butler Settineri	Interim Fee	\$ 3,932.49
EFT7767	21/09/2017	CJD Equipment Pty Ltd	Radiator Hose	\$ 291.04
EFT7768	21/09/2017	Courier Australia	Wickepin Library	\$ 31.06
EFT7769	21/09/2017	Covs	Oil Filter	\$ 9.32
EFT7770	21/09/2017	Collie Radiator Service	Radiator Repairs	\$ 165.00
EFT7771	21/09/2017	Concept Media	Area Promotion	\$ 605.00
EFT7772	21/09/2017	Kelly Cochrane	Cleaning	\$ 275.00
EFT7773	21/09/2017	Dews Excavations	Townsendale Clean Culverts	\$ 12,182.50
EFT7774	21/09/2017	Easifleet	1emc014	\$ 486.26
EFT7775	21/09/2017	AC & EJ Fulford & Co	Dozer Hire	\$ 25,410.00
EFT7776	21/09/2017	Facey Group Inc	Instalment 1 2017\2018	\$ 11,000.00
EFT7777	21/09/2017	Genie Australia Pty Ltd	Annual Inspection	\$ 424.88
EFT7778	21/09/2017	Hot Cotton	Staff Uniforms	\$ 1,285.90
EFT7779	21/09/2017	Kleenheat Gas	Facility Fee	\$ 67.03
EFT7780	21/09/2017	Marketforce Productions	Tenders Tincurrin Hall	\$ 179.50
EFT7781	21/09/2017	Star Track Express	Sam Trailer Parts	\$ 46.90
EFT7782	21/09/2017	The Workwear Group Pty Ltd	Uniforms	\$ 614.60
EFT7783	21/09/2017	Kirstin Rigby	Caravan Park Management	\$ 15.91

EFT7784	21/09/2017	Peter Stribling	Commission	\$	17.27	
EFT7785	21/09/2017	Shire Of Narrogin	Ranger Services Barking Dog Wickepin Street	\$	510.75	
EFT7786	21/09/2017	T-quip	New Mower	\$	2,051.30	
EFT7787	21/09/2017	Victoria Park Junior Football Club	Fees And Uniform Lucas Snow	\$	200.00	
EFT7788	21/09/2017	Western Australian Treasury Corp	Loan 100	\$	2,123.39	
EFT7789	21/09/2017	Wickepin Rural Services	Account August	\$	4,391.00	
EFT7790	21/09/2017	Wren Oil	Remove Waste Oil	\$	33.00	
EFT7791	21/09/2017	Wickepin P&C Association	Community Grant Nature Playground Stage One	\$	2,120.80	
EFT7792	21/09/2017	Wickepin Community Resource Centre	Forklift Training Course	\$	1,330.00	
15466	7/09/2017	Mcleods Barristers & Solicitors	Set Back Issues 27 Curlew Way	\$	458.74	
15467	7/09/2017	Telstra	Phone Charges	\$	1,617.95	
15468	7/09/2017	Water Corporation	Water Accounts	\$	1,283.75	
15469	21/09/2017	Synergy	Grouped Account	\$	9,638.15	
DD9354.1	13/09/2017	WA Local Government Super Plan	Payroll Deductions	\$	4,522.31	
DD9354.2	13/09/2017	ANZ Super	Superannuation Contributions	\$	387.97	
DD9354.3	13/09/2017	Prime Super	Superannuation Contributions	\$	180.86	
DD9354.4	13/09/2017	ING Custodians Pty Ltd	Superannuation Contributions	\$	192.78	
DD9354.5	13/09/2017	Tremayne Superannuation Fund	Superannuation Contributions	\$	94.15	
DD9354.6	13/09/2017	MTAA SUPER FUND	Superannuation Contributions	\$	365.72	
DD9360.1	27/09/2017	WA Local Government Super Plan	Payroll Deductions	\$	4,628.96	
DD9360.2	27/09/2017	ANZ Super	Superannuation Contributions	\$	387.97	
DD9360.3	27/09/2017	MLC Super Fund	Superannuation Contributions	\$	59.75	
DD9360.4	27/09/2017	Prime Super	Superannuation Contributions	\$	180.86	
DD9360.5	27/09/2017	ING Custodians Pty Ltd	Superannuation Contributions	\$	192.78	
DD9360.6	27/09/2017	Tremayne Superannuation Fund	Superannuation Contributions	\$	106.54	
DD9360.7	27/09/2017	MTAA Super Fund	Superannuation Contributions	\$	365.72	
DD9360.8	27/09/2017	AMP Flexible Lifetime Super Fund	Superannuation Contributions	\$	66.73	
	13/09/2017	Gross Payroll		\$	43,080.52	
	27/09/2017	Gross Payroll		\$	43,123.47	
				\$	279,387.06	\$ -

Governance, Audit and Community Service

10.2.03 – Community Development Officer’s Report

Submission To:	Ordinary Council
Location / Address:	Whole Shire
Name of Applicant:	Lee Parker, Community Development Officer
File Reference:	CM.PLA.404
Author:	Lee Parker, Community Development Officer
Disclosure of any Interest:	Nil
Date of Report:	12 October 2017

Arts and Cultural	<ul style="list-style-type: none"> • Planning ideas for the 2018 Wickepin Art Prize • Support to She Shed/He Shed
Community Development	<p>War Memorial/Anzac Day</p> <ul style="list-style-type: none"> • Department of Veteran’s Affairs: correspondence regarding ‘Saluting their Service’ Commemorative Grant - small grant for research funding to enable the stories of the fallen of Wickepin War Memorial, including those who enlisted from all wars, to be finalised and published • Grant submitted <p>Townscape</p> <ul style="list-style-type: none"> • Correspondence with Wayfound regarding mapping for Shire tourist map • Correspondence with Yealering Progress Committee re seating and Caravan Park • Correspondence with Harrismith Community Centre re cemetery plans <p>Other</p> <ul style="list-style-type: none"> • Provided notes for Facebook page • Follow up grant opportunities for Shire of Wickepin projects • Informed community members on grant opportunities and events • Correspondence with, and support to, Wickepin CRC re events
Economic Development	<p>Facey Carriage Drive</p> <ul style="list-style-type: none"> • Extensive correspondence and meetings to plan carriage drive <p>Yealering Foreshore</p> <ul style="list-style-type: none"> • Correspondence with Wheatbelt Natural Resource Management Living Lakes Project <p>Enterprising Communities Program</p> <ul style="list-style-type: none"> • Correspondence with community, facilitator, and RDA with regards hosting movie and information sessions • Background work for evenings • Hosted first 2 workshop evenings: Yealering and Wickepin
Tourism, Marketing and Promotion	<ul style="list-style-type: none"> • Social media promotion • Correspondence with newspapers and magazines re placement of advertising • Meeting and correspondence regarding advertising for Facey Homestead
Special Needs Groups including Youth, Disabled and Older People.	<ul style="list-style-type: none"> • Johnston Park (Healthy Communities Precinct) • Correspondence with Wheatbelt Development Commission (WDC) and suppliers • Grant monies received and equipment ordered • Site meeting and groundwork planning with Manager of Works

Sport and Recreation	Kidsport <ul style="list-style-type: none"> • Communication with Kidsport • Assisted individuals and provided support to clubs • Kidsport invoices processed • Kidsport vouchers processed
Governance Other	<ul style="list-style-type: none"> • Staff support as needed • Responded to queries from CDO Network • Liaison with Manager of Works, CEO, DCEO and ESO for projects needing completion or works to be undertaken

Grant Name	Organisation	Funding	Status
Healthy Community Precinct	Royalties For Regions Wheatbelt DC	\$28,540.50	Approved Council Contribution in-kind \$6,829 Council Contribution in cash \$6,336
Kidsport	Department of Sport and Recreation	\$2,500	Approved 2017 to January 2018
Enterprising Communities	RDA Wheatbelt	\$4,110	Approved Council Contribution in-kind \$1,400
Saluting their Service	Department of Veteran's Affairs	\$4,000	Submitted Council Contribution in-kind

Statutory Environment: Local Government Act 1995.

Policy Implications: Not applicable.

Financial Implications: Not applicable.

Strategic Implications:

(1) To Develop and Maintain Quality Services and Infrastructure:

A sustainable and extensive transport system that allows for efficient travel within the local government and to other rural and metropolitan areas.

(2) To Ensure the Protection and Improvement of the Environment:

A protected and enhanced environment that is aesthetically beautiful and provides benefits for generations to come.

(3) To Promote the Development of a Viable and Diversified Local Economy:

A strong, diversified economic and industrial base that provides new and varied employment opportunities for all age groups.

(4) To Provide and Encourage the use of a Variety of Recreational, Educational and Cultural Facilities:

A healthy, strong and connected community that is actively engaged and involved.

(5) To Provide Efficient, Effective and Accountable Governance:

Availability of council services, personal development opportunities and adequate resident and staff accommodation to attract and retain quality resources.

(6) To Promote the Shire as a Focal Point in the Development of the Greater Region:

A council actively involved in promoting regional facilities and activities to its community and neighbouring regions.

Recommendation:

That council notes the report from the Community Development Officer dated 12 October 2017.

Voting Requirements: Simple majority.

Governance, Audit & Community Services

10.2.04 - Dual Fire Control Officers 2017/2018 – Shire of Dumbleyung

Submission To:	Ordinary Council
Location / Address:	Whole Shire
Name of Applicant:	Shire of Dumbleyung
File Reference:	ES.APN.901
Author:	Natalie Manton, Acting Chief Executive Officer
Disclosure of any Interest:	Nil
Date of Report:	3 October 2017

Enclosure / Attachment: Nil

Background:

Council has received a letter from the Shire of Dumbleyung requesting Ken Wright be appointed as a Dual Fire Control Officer with the Shire of Wickepin.

Comment:

Fire Control Officers who adjoin neighbouring shires require the adjoining Shires approval to act as a Dual Fire Control Officers.

Statutory Environment: Bush Fires Act 1954.

Policy Implications: Not applicable.

Financial Implications: Not applicable.

Strategic Implications: Not applicable.

Summary:

Council is being requested by the Shire of Dumbleyung to appoint Ken Wright as Dual Fire Control Officer for the 2017/2018 fire season.

Recommendation:

That Council appoints Ken Wright as Dual Fire Control Officer from the Shire of Dumbleyung for the 2017/2018 fire season, subject to the officer possessing the appropriate accreditations, further noting that the Dual Fire Control Officer is not permitted to issue burning permits for land in the Shire of Wickepin.

Voting Requirements: Simple majority

Governance, Audit and Community Services

10.2.05 – Wickepin Netball Club – Seating Court Side WCC

Submission To:	Ordinary Council
Location / Address:	Whole Shire
Name of Applicant:	Wickepin Netball Club
File Reference:	CS.PR.602
Author:	Mark J Hook, Chief Executive Officer
Disclosure of any Interest:	Nil
Date of Report:	10 October 2017

Enclosure / Attachment:

The Wickepin Netball Club is having a fantastic season with the Club hosting 4 home games in Wickepin for the Narrogin & Districts Netball Association. We have seen a great number of spectators view these home games and with the plan of continuing with these home games in future seasons, we are writing to you in request of additional seating court side for the netball courts at the Wickepin Community Centre. Our Club has been fortunate enough to receive a donation of \$500 this year and we hope we can put this towards new seating. We would like to confirm from the Shire if additional seating could be provided and if so what type of seating and would the Shire of Wickepin would be willing to contribute to any costs towards this new seating. I have enclosed a brochure and highlighted the seating that we would be interested in. The 'Madison' wall mounted bench seat at \$235 each is the type of bench already in place at the court. If it would be possible to have some free standing benches which can be moved around we would be looking at the 'Cambridge' at \$355 each as we believe the back rest would be favourable to spectators. We have also discussed the possibility of grandstand style seating and believe this would make an excellent addition to our home court facilities but with costing, would be something that would require input from the Shire and/or other sponsor donations. We look forward to discussing this further with you and please feel free to contact our President, Helen Wyatt, on 0419 924 180 or myself on 0427 198 835.

Background:

Council has received the above letter from the Wickepin Netball Club requesting additional seating at the netball courts at the Wickepin Community Centre. The Wickepin Netball Club has advised that they are able to put \$500 towards any additional seating.

Comment:

Following are photos showing the existing seating at the netball courts at the Wickepin Community Centre.



The Wickepin Netball Club was advised by the CEO that this should have been submitted under the Shire of Wickepin Community Grants Scheme 2017/2018.

The reason given by the Wickepin Netball Club for it not being part of the Community Grant Scheme was that the \$500 was only recently donated to the Wickepin Netball Club and they thought putting the donation towards additional seating at the netball courts was the best value for the donation.



Photo of Cambridge Seating as requested by the Wickepin Netball Club, cost is \$355 each.

The issue with free standing seating and stackable seating at the netball courts is the possible damage to the floor. The flooring is rubber based that can be easily damaged by seating being dragged across the floor.

The existing aluminium seating is bolted to the wall which does not allow for any seating to be moved around thereby protecting the floor surface. The mezzanine area also has large windows for spectators to view the netball games from the mezzanine area.

There are a number of options available to Council for additional seating such as the following from Aluminium Seating Specialists Queensland.



Wellington Wall backed Stand cost is \$3,610



Madison Wall Mounted Aluminium seating \$220 each

Exteria Street Furniture Perth has the following seating products:



Transit Seat: \$1,277.00

Transit seat with heavy duty clear anodised aluminium slats. Wall mount cast aluminium frames are powder coated to specified colour. All fixings are stainless steel and tamper proof. 1.8m in length.



College Bench 1.8m: \$468.00

College Bench Seating with heavy duty, fully enclosed aluminium slats in tough clear anodised finish. Steel Wall mount frames are in hot dip galvanized finish.



Stadium Bench 1.8: \$277.00

1.8 metres of Stadium Bench Seating with heavy duty, fully enclosed aluminium slats in tough clear anodised finish. Steel Wall mount frames are in hot dip galvanized finish.



Grandstand Seating: \$3,980.00

Grandstand 3m long with heavy duty aluminium seat slats. Steel frame, hot dip galvanized finish and can be bolted down. Grandstand can be supplied flat packed for ease of transport.

As the existing seating is bolted to the wall the best seating to increase spectator seating at the Netball Courts would be to match the existing seating.

Four (4) Exteria 1.8 metres Stadium Bench Seating with heavy duty, fully enclosed aluminium slats in tough clear anodised finish could be bolted to the wall two either side of the courts and would cost approximately \$1,108 plus fitting.

Statutory Environment:

Local Government Act 1995

Policy Implications: Nil

Financial Implications:

Unbudgeted amount of \$1,108. With the contribution of \$500 from the Wickepin Netball Club the cost to Council would be \$608 plus the fitting.

Strategic Implications: Nil

Summary:

Council is being requested to purchase and install additional seating at the Wickepin Community Centre Netball Courts.

Recommendation:

1. That Council purchase Four (4) Exteria 1.8 metres Stadium Bench Seating with heavy duty, fully enclosed aluminium slats in tough clear anodised finish at a cost of \$1,108 plus fitting.
2. That the Wickepin Netball Club contribute \$500 towards the seating.

Voting Requirements: Absolute Majority

Governance, Audit and Community Services

10.2.06 - Annual Report 2016/17

Submission To:	Ordinary Council
Location / Address:	Whole Shire
Name of Applicant:	Natalie Manton, Deputy Chief Executive Officer
File Reference:	FM.FR.1211
Author:	Natalie Manton, Deputy Chief Executive Officer
Disclosure of any Interest:	Nil
Date of Report:	12 October 2017

Enclosure / Attachment: Annual Report, Butler Settineri Auditors Report and Management Report.

Background:

The Shire of Wickepin is required to prepare an Annual Report and Audited Financial Statement each year including the following information:

- President's Report.
- CEO Report.
- Overview of the plan for the future including major initiatives that are proposed to commence or to continue in the next financial year.
- Financial report for the financial year.
- Information in relation to the payments made to employees.
- Auditor's report for the financial year.
- Report on the Disability Services Act 1993.
- Details of complaints made during the year.

The *Local Government (Audit) Regulations 1996* sets out the requirements for the preparation of a report by Council's auditor. An auditor's report is to be forwarded to the President, CEO and the Minister within 30 days of completing the audit. The report is to give the auditor's opinion on:

- the financial position of the local government, and
- the results of the operations of the local government.

The report is to include:

- any material matters that indicate significant adverse trends in the financial position of the local government;
- any matters indicating non-compliance with Part 6 of *the Local Government Act 1995*, the *Local Government (Financial Management) Regulations 1996* or applicable financial controls in any other written law;
- details of whether information and explanations were obtained by the auditor;
- a report on the conduct of the report;
- the opinion of the auditor as to whether or not certain financial ratios are supported by verifiable information and reasonable assumptions.

Where it is considered by the auditor appropriate to do so, the auditor is to prepare a management report to accompany the auditor's report and to forward a copy of the management report to the President, CEO and Minister.

Representatives from the Shire of Wickepin auditor, Butler Settineri, visited the administration offices on 17 and 18 May 2017 to conduct an interim audit and again on 6 to 8 September 2017 to conduct the final audit.

The CEO received the Auditor's Report and management letter regarding the 2016/17 Annual Financial Report from Butler Settineri on 12 October 2017. The CEO responded to issues raised in the management report the same day.

Comment:

The CEO is required to give local public notice of the availability of the annual report as soon as practicable after the report has been accepted by the local government.

The annual report along with the Auditor's Report for 2016/17 is required to be adopted by Council prior to advertising a date for the annual meeting of electors.

A general electors meeting is to be held on a day selected by the local government but not more than 56 days after the local government accepts the annual report for the previous financial year. In order to comply with this requirement an annual meeting of electors would need to be held prior to 13 December 2017.

A copy of the annual financial report of a local government is to be submitted to the Departmental CEO within 30 days of the receipt by the local government's CEO of the auditor's report on that financial report.

Mr Marius van der Merwe, partner at Butler Settineri, in his capacity as the Shire of Wickepin Auditor is expected to meet with Governance and Audit Committee on 25 October 2017 to provide an overview of the 2016/17 annual financial report and address issues raised in the audit and management reports.

Statutory Environment:

Local Government Act 1995

Local Government (Audit Regulations) 1996

Local Government (Administration Regulations) 1996

Local Government (Financial Management) Regulations 1996

Financial Implications:

The costs associated with providing the 2016/17 audit were provided in the 2016/17 and 2017/18 budget.

Policy Implications: Nil

Strategic Implications: To provide efficient, effective and accountable governance.

Summary:

Council is being requested to receive the 2016/17 Audited Financial Report and auditor's management report as attached under separate cover.

Recommendation:

That Council receives the 2016/17 Annual Report and Audited Financial Statements; auditor's report and management report for the year ended 30 June 2016.

That the annual electors meeting be held on 15 November 2017 at 6.00 pm.

Voting Requirements: Absolute majority

Governance, Audit and Community Services

10.2.07 – 2017 Regional Christmas Trading Extensions

Submission To:	Ordinary Council
Location / Address:	Whole Shire
Name of Applicant:	Mark J Hook, Chief Executive Officer
File Reference:	ED.TRD.1
Author:	Mark J Hook, Chief Executive Officer
Disclosure of any Interest:	Nil
Date of Report:	12 October 2017

Enclosure / Attachment: Nil

Background:

The 2017 Christmas trading extensions for the Perth metropolitan area are currently under consideration. Consistent with previous years the Christmas trading package is being offered to regional Local Government Authorities based on the proposed metropolitan trading hours.

Comment:

Should Council accept this offer general retail shops within the Shire of Wickepin will be able to trade from 8.00am to 9.00pm Monday to Friday, 8.00am to 5.00pm on Saturdays and 11.00am to 5.00pm on Sundays and Public Holidays other than Christmas Day which will be closed all day.

Council may request alternative trading arrangements over the Christmas period. If Council wishes alternative trading hours they will need to apply to the Department of Commerce for the alternative arrangements.

The Chief Executive Officers recommendation is that Council apply for the extended trading hours which will allow for any general retail shop in the Shire of Wickepin to open during the extended hours if they so wish.

Statutory Environment:

The *Retail Trading Hours Act 1987* applies to retail shops in Western Australia south of the 26th parallel. It sets out the trading hours and rules covering various categories of retail outlets. Trading hours of restaurants, cafes, liquor stores and takeaway food shops are not covered by the Act.

Financial Implications: Nil

Policy Implications: Nil

Strategic Implications: Nil

Summary:

The Shire of Wickepin is being requested to choose the above extended trading hours and notify the Department of Commerce of Councils decision by the 1st November 2017.

Recommendation:

That Council advise the Department of Commerce that Council requests extended trading hour's for general retail shops within the Shire of Wickepin for the 2017/2018 Christmas New Year Period.

Voting Requirements: Simple majority

11. President's Report

Council

12. – Chief Executive Officer's Report

Submission To:	Ordinary Council
Location / Address:	Whole Shire
Name of Applicant:	Mark Hook, Chief Executive Officer
File Reference:	CM.REP.2
Author:	Mark Hook, Chief Executive Officer
Disclosure of Any Interest:	Nil
Date of Report:	12 October 2017

Tincurrin Hall

The CEO received a request from Mr Rick Gilmore to allow him to collect his father's motor from the generator shed at the Tincurrin Hall. The CEO contacted some local residents at Tincurrin who could remember Mr Maurice Gilmore donating the generator motor to the P & C some time ago. The CEO has given permission to Rick Gilmore to take back the motor in the Tincurrin Hall generator shed so that they can donate the motor to the Corrigin Museum.

LG Professionals WA Annual State Conference

The CEO and the DCEO will be attending the LG Professionals WA Annual State Conference being held at the Crown Perth, WA from 8 to 10 November 2017. The Annual State Conference is a key professional development event in the calendar for Chief Executive Officers, Directors and Senior Managers in local government. This year's conference theme is 'Waves of Change: ocean of opportunities'.

Provision of Building, Health and Planning Services – Shire of Narrogin

The contract for the Provision of Building, Health and Planning Services with the Shire of Narrogin has been signed. The following Shire of Narrogin Officers will be undertaking the following services for the Shire of Wickepin.

- Josiah Farrell Building
- Shirallee Magor Environmental Health
- Lesley Yong Environmental Health
- Leigh Medlen Planning

Great Southern Regional Waste Group

The CEO attended with Councillor Allan Lansdell the meeting of the Great Southern Regional Waste Group at the Shire of Cuballing where the future of the group was discussed. The Great Southern Regional Waste Group has agreed to continue and will put its efforts into looking at other alternatives for future regional waste initiatives.

Main Roads

At the last meeting Council requested the CEO to contact Main Roads regarding the state of the Narrogin Kondinin Road the CEO forwarded the following email to Janet Hartley-West of Main Roads.

At the Council meeting yesterday Council raised the concern regarding the state of the Narrogin Kondinin Road MO38 at Whites Floodway between White road SLK 72.89 and Kerr Road SLK 74.02 The road has major shoving and rutting in it and holds a considerable amount of water in the tram lines that will cause aquaplaning. The road has become a major safety issue and need repairing immediately. If a vehicle hits the rutting with the water they will aquaplane and could cause a serious accident. Main Roads have placed Rough surface and slippery when wet signs

along with Road Works Ahead Signs with reduce speed to 80kmh at SLK 72.63 and SLK 73.62 . Unfortunately we have been advised that the Police are booking people between these signs for doing more than 80Kmh when there is actually no road works being undertaken. Can you please advise when or if the road will be repaired as if it is like this at harvest time I am sure we will be receiving a lot of complaints from the grain carriers. As stated above the road is a major safety issue and needs repairing immediately. With these rains over the next couple of days this section of road will be a major traffic hazard for all motorists using the Narrogin Kondinin Road.

The CEO has received the following reply from Janet Hartley-West

As advised by phone when we spoke, I can confirm that this section M038 Narrogin Kondinin Road is programed for repair as part of our pavement repair contract about to be awarded. The indicative timeframe for repair is Dec 17/Jan 2018 dependent on actual award date. In the meantime we will continue to monitor the site.

GROH

At the last Council meeting the CEO was requested to request GROH to come to the next Council meeting to discuss the proposal for the construction of a 4X2 House in Wickepin. The CEO forwarded the following email to Matthew Meyers Program Manager | Housing Programs Housing on the 21st September 2017.

Council has requested that someone from GROH come and present the proposal to construct a 4X2 House in Wickepin for GROH at our next Council Meeting on the 18 October 2017 at the Wickepin Administration Centre.

GROH have advised that Matthew Meyers and Terri Hremeviuc will be in attendance at the October 2017 Council meeting.

Meetings Attended

September	
22	LG Professionals Wheatbelt South Branch Meeting
October	
10	WSAHA Meeting
12	Local Government Professionals – McLeods Leases
12	Great Southern Regional Waste Group

Delegation Register

No.	Delegation Name	Delegation To	Delegation Exercised	When Exercised	Persons Affected
A1	Cheque Signing and Account Authorisation	CEO	Signing cheques	September	Nil
A2	Septic Tank Application Approvals	EHO			
A3	Building Approvals	BO			
A4	Road Side Advertising	CEO			
A5	Application for Planning Consent	CEO			
A6	Appointment and Termination of Staff	CEO			
A7	Rates Recovery – Instalment Payments	CEO	Payment plans		Rate payers
A8	Issue of Orders	CEO			
A9	Legal Advice	CEO			
A10	Permits to Use Explosives	CEO			
A11	Street Stalls	CEO			
A12	Liquor Consumption on Shire Owned Property	CEO	Wickepin Football Club AGM	10/10/2017	Wickepin Football Club
			Yealering Bowling Club Quiz Night	06/10/2017	Lake Yealering Bowling Club
			Community Enterprising Workshops	10/10/2017	Shire of Wickepin
			Lake Yealering Regatta Market Day	28/10/2017	Wickepin CRC
			Wedding Reception	21/10/2017	Cheryl Helms
			Facey Carriage Frive	12-14/10/2017	Shire of Wickepin
A13	Hire of Community Halls / Community Centre	CEO			

Voting Requirements: Simple majority

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