

A Fortunate Place

Shire of Wickepin

# Agenda

# Ordinary Meeting of Council

Council Chambers, Wickepin

# 15 August 2018

## Notice of an Ordinary Meeting of Council

Please note that the next ordinary meeting of Council of the Shire of Wickepin will be held on 15 August 2018 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

10 August 2018

### Time Table

1.00pm	Lunch
1.30pm	Forum Session
3.00pm	Afternoon Tea
3.30pm	Ordinary Council Meeting

### Disclaimer

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**SHIRE OF WICKEPIN  
QUESTIONS FROM THE PUBLIC**

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

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

<b>QUESTION:</b>

## 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 15 August 2018**

The President declared the meeting open at      pm.

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

Deputy President	Wes Astbury	
Councillor	Nathan Astbury	
Councillor	Sarah Hyde	
Councillor	Steven Martin	
Councillor	Gerri Hinkley	
Councillor	Fran Allan	
Chief Executive Officer	Mr MJ Hook	
Executive Support Officer	Ms Lara Marchei	
Finance Manager	Mrs Erika Clement	
Wheatbelt NRM	Meghan McGreor	

**Leave of Absence (Previously Approved)**

President	Julie Russell
Councillor	Allan Lansdell

**Apologies**

**2. Public Question Time**

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

**4. Petitions, Memorials and Deputations**

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

**6. Confirmation of Minutes – Ordinary Meeting of Council – 18 July 2018**

**Council Decision: Resolution No: 150818-**

Moved Cr      / Seconded Cr

That the minutes of the Ordinary Council meeting held on Wednesday 18 July 2018 be confirmed as a true and correct record.

Carried      /

**7. Reveal of Minutes**

Receival of Minutes

## 7.1 – Albert Facey Homestead Committee Meeting

Submission To:	Ordinary Council
Location/Address:	Whole Shire
Name of Applicant:	Lara Marchei, Executive Support Officer
File Reference:	CR.MEE.208
Author:	Lara Marchei, Executive Support Officer
Disclosure of any Interest:	Nil
Date of Report:	9 August 2018

### Enclosure/Attachments:

Minutes of the Albert Facey Homestead Committee Meeting held on Monday 6 August 2018.

### Summary:

Council is being requested to receive the Albert Facey Homestead Committee Meeting minutes which was held on Monday 6 August 2018.

### Background

The Albert Facey Homestead Committee Meeting was held on Monday 6 August 2018.

### Comments:

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

### Statutory Environment:

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

### Policy Implications:

Nil.

### Financial Implications:

Nil.

### Strategic Implications:

Nil.

### Recommendations:

That the Minutes for the Albert Facey Homestead Committee Meeting held on Monday 6 August 2018 be received.

**Voting Requirements:**

Simple Majority

**Council Decision:**

**Resolution No 150818-**

Moved Cr / Seconded Cr

That the Minutes for the Albert Facey Homestead Committee Meeting held on Monday 6 August 2018 be received.

Carried /





A Fortunate Place

Shire of Wickepin

# Minutes

## Albert Facey Homestead Committee

Council Chambers, Wickepin

# 6 August 2018

**Minutes of an Albert Facey Homestead Committee Meeting held in Council Chambers, Wickepin  
Monday 6 August 2018**

The Chairperson declared the meeting open at 2.00pm.

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

Dave Astbury	Chairperson
Libby Heffernan	Member
Charlotte Astbury	Member
Luci Sartori	Member
Mark Hook	Chief Executive Officer
Erika Clement	Finance Manager (Minute Taker)

**Apologies**

Linley Rose	Member
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**Leave of Absence (Previously Approved)**

2. **Public Question Time**
3. **Applications for Leave of Absence/Apologies**
4. **Petitions, Memorials and Deputations**
5. **Declarations of Member's and Officer's Interest**
6. **Confirmation of Minutes – Albert Facey Homestead – 7 May 2018**

**Moved Libby Heffernan / Seconded Luci Sartori**

That the minutes of the Albert Facey Homestead Committee held on 7 May 2018 be confirmed as a true and correct record.

**Carried 4/0**

**7. Status Report (Business arising from previous minutes)**

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

Subject/Action	Officer	Progress	Status	Comment
Albert Facey Heritage Trail Signs	CDO	CDO has spoken to TPG	✓	

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

○ = in progress    = completed    ✕ =superseded

**8. Financials**

## 8.1 Albert Facey Homestead Municipal Funds Budget

Submission To: Ordinary Council  
 Location / Address: Albert Facey Homestead Committee  
 Name of Applicant: Mark J Hook, Chief Executive Officer  
 File Reference: CR.MEE.208  
 Author: Agatha Prior, Executive Support Officer  
 Disclosure of any Interest: Nil  
 Date of Report: 1 August 2018

Enclosure / Attachment: Nil

### Background:

### Comment:

Below is the current financial statement from the 1 May 2018 – 31 July 2018 for the Albert Facey Homestead committee.

Date	Description	Income
14/05/2018	Albert Facey Homestead Takings	150.00
08/06/2018	Albert Facey Homestead Takings	90.91
26/06/2018	Albert Facey Homestead Takings	18.18
		259.09

Date	Description	Expenditure
25/05/2018	May 2018 Fire Equipment Service	50.00
28/08/2018	May 2018 Cleaning	50.00
06/07/2018	2018-19 Insurance costs	217.46
		317.46

Financial Implications: Not Applicable

Policy Implications: Not Applicable

Strategic Implications: Not Applicable

### Recommendation:

That the financial statement tabled for the period ending 31 July 2018 as presented be received.

Voting Requirements: Simple majority

Moved Luci Sartori / Seconded Libby Heffernan

That the financial statement tabled for the period ending 31 July 2018 as presented be received

Carried 4 / 0

9. Notice of Motions of Which Notice Has Been Given

10. Receipt of Reports & Consideration of Recommendations

11. Notice of Motions for the Following Meeting

12. Reports & Information

12.1 Other matters raised by members

12.1.1 Libby Heffernan

- AAT Kings coaches visiting dates.
  - Dates are 26 August
  - 2 September
  - 16 September
  - 30 September
  - 7 October
  - 21 October
- High tea for Facey Festival weekend – Luci and Libby to collaborate on this.
- Date for the oiling of the interior – 3 September and 10 September, two rooms each day.
- Trail signs – in place

12.1.2 Linley Rose (via email)

- Sponsorship of the Art Prize  
The CEO advised that council will be allocating \$1000 in the Homestead 2018/19 budget towards this year's Art Prize.
- Linley obtained 2 purchase orders from the Shire as per the following:
 

\$60 for the Wickepin Hotel for \$20 monthly volunteer vouchers for May, June and July 2018 for Jean Chalmers.

\$60 for Wickepin Newsagency for \$20 monthly volunteer vouchers for February, March and April 2018 for Lyn Chadwick. Lyn has been a volunteer once a month on Saturday mornings since the year 2000 and unfortunately is unable to continue due to family reasons. Linley has purchased a Thank You card to enclose the voucher.

**Moved Dave Astbury / Seconded Allan Lansdell**

That a vote of thanks be given to Lyn Chadwick to acknowledge the contribution that she has made to the Albert Facey Homestead since 2000.

**Carried 4/0**

- The new Albert Facey Homestead Trail signs are looking great (especially in front of the Homestead) – a nice fresh look. Special thanks to CDO Lee Parker for organising.

12.1.3 CEO Mark Hook

The CEO advised that the following Homestead budget will be presented at the August meeting of council for adoption.

			Actual 2017/2018	Budget 2017/2018	Budget 2018/2019
	6782	Albert Facey Homestead	3,924		
LAF1		Albert Facey Homestead		7,092	8,005
LAF1		Labour	01		500
LAF1		Overheads	98		340
LAF1		Contracts / Consultants	21		3,230
LAF1		Insurance	06		435
LAF1		Contribution to Art Competition	05		1,000
LAF1		General Running Expenses	05		2,000
LAF1		Materials	05		500

The budget for the Albert Facey Homestead Committee reserve is as follows.

Transfers to Reserves		Opening balance	Closing balance
		\$	\$
172130	ALBERT FACEY HOMESTEAD RESERVE	9,580	9,580

13. Urgent Business

14. Closure

The next Albert Facey Homestead Committee Meeting will be held on Monday 5 November 2018 at 2.00pm.

There being no further business the Chairperson declared the meeting closed at 2.50pm.

Actions Requested from meeting

<i>Subject/Action</i>	<i>Officer</i>
Linseed oil 4L – for oiling of Interior	CEO

Receival of Minutes

## 7.2 – Lifestyle Retirement Committee Meeting

Submission To:	Ordinary Council
Location/Address:	Whole Shire
Name of Applicant:	Lara Marchei, Executive Support Officer
File Reference:	CR.MEE.203
Author:	Lara Marchei, Executive Support Officer
Disclosure of any Interest:	Nil
Date of Report:	9 August 2018

### Enclosure/Attachments:

Minutes of the Lifestyle Retirement Committee Meeting held on Wednesday 8 August 2018.

### Summary:

Council is being requested to receive the Lifestyle Retirement Committee Meeting minutes which was held on Wednesday 8 August 2018.

### Background

The Lifestyle Retirement Committee Meeting was held on Wednesday 8 August 2018.

### Comments:

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

### Statutory Environment:

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

### Policy Implications:

Nil.

### Financial Implications:

Nil.

### Strategic Implications:

Nil.

### Recommendations:

That the Minutes for the Lifestyle Retirement Committee Meeting held on Wednesday 8 August 2018 be received.



**Voting Requirements:**

Simple majority.

**Council Decision: Resolution No 150818-**

Moved Cr / Seconded Cr

That the Minutes for the Lifestyle Retirement Committee Meeting held on Wednesday 8 August 2018 be received.

Carried /



A Fortunate Place

Shire of Wickepin  
**Minutes**  
**Lifestyle Retirement Committee**  
Council Chambers, Wickepin

**8 August 2018**

**Minutes of a Lifestyle Retirement Committee Meeting held in Council Chambers, Wickepin  
Wednesday 8 August 2018**

The Chairperson declared the meeting open at 9.00am.

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

Syd Martin	Member
Cr Fran Allan	Member
Cr Allan Lansdell	Member
Murray Lang	Member
Colin Hemley	Member
Leanne Smith	Member

Mr Mark J Hook            Chief Executive Officer

**Apologies**

Kevin Coxon	Member
Chris Lozenicins	Member

**Leave of Absence (Previously Approved)**

**2. Public Question Time**

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

**4. Petitions, Memorials and Deputations**

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

**6. Confirmation of Minutes – Lifestyle Retirement Committee Meeting – 9 May 2018**

Moved Cr Fran Allan / Seconded Murray Lang

That the minutes of the Lifestyle Retirement Committee held on 9 May 2018 be confirmed as a true and correct record.

Carried 6/0

7. Status Report

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

Subject/Action	Date	Officer/File	Progress	Status	Comment
Timeline be undertaken that shows decisions needed to be undertaken by the Lifestyle committee and Council towards the aged housing accommodation.		CEO	Unable to progress until Financial Assistance Agreement is signed and finalized by the State Government.	✓	FAA sent back to the Department of Regional Development for signing on 19/04/2017.

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

○ = in progress    ✓ = completed    ✕ =superseded

8. Notice of Motions of Which Notice Has Been Given

9. Receipt of Reports & Consideration of Recommendations

10. Notice of Motions for the Following Meeting

11. Reports & Information

11.1.1 Financial Assistance Agreement; Royalties for Regions Project

Moved Colin Hemley / Seconded Leanne Smith

That the Lifestyle Retirement Committee recommend to Council that Council sign the Financial Assistance Agreement for the Royalties for Region Project, Regional Aged Accommodation for funding up to \$20,000 to refine the Business Case for the Wheatbelt South Aged Housing Alliance – Aged Housing Project.

Carried 6/0

11.1.2 Aged Care Housing Reserve Fund

Mark advised the committee that there is currently \$188,416 in the Reserve Fund and that an additional \$80,000 will be transferred once the 2018/19 budget has been adopted by council at the August 2018 meeting of council.

12. Urgent Business

13. Closure

The next Lifestyle Retirement Committee Meeting will be held at 9.00am, 5 November 2018.

There being no further business the Chairperson declared the meeting closed at 9.45am.

Actions Requested from meeting

<i>Subject/Action</i>	<i>Officer</i>

## 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
926-180718-02	CBH Facility Upgrade	CEO	Council Approve the proposed facility upgrade	✓	CEO sent letters 27/07/2018
927-180718-05	2019/20 Blackspot Funding	CEO	Council submit the following roads to blackspot funding program	✓	CEO sent letter 13/07/2018
928-180718-06	Greening Australia – Seed Collecting	CEO	That Council grant permission to Greening Australia to collect native plants seeds	✓	CEO sent letter 26/07/2018
929-180718-07	Jean Sloan Seed Collecting	CEO	That Council grant permission to Jean Sloan to collect native plant seeds	✓	CEO sent letters 26/07/2018
930-180718-08	2019/2020 RRG Funding	CEO	That Council adopt the the RRG plan and submit funding application	✓	CEO sent letter 26/07/2018
931-180718-09	Wickepin-Pingelly Rd Clearing/Pruning Trees	CEO	This item has been laid on the table for further research by the CEO	✓	August 2018 council agenda.
932-180718-12	WALGA AGM – Voting Delegates	CEO	Council nominate voting delegates for the WALGA AGM	✓	CEO sent letter 19/07/2018
933-180718-13	Appointment of Authorised Officers	CEO	Shire of Wickepin to make the following appointments as per item 10.2.06	✓	CEO sent letter 30/07/18

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 of Works and Services Report**

Submission To:	Ordinary Council
Location/Address:	Whole Shire
Name of Applicant:	Manager Works & Services – Gary Rasmussen
File Reference:	CM.REP.1
Author:	Manager Works & Services – Gary Rasmussen
Disclosure of any Interest:	Nil
Date of Report:	9 August 2018

**Enclosure/Attachments:**

Nil.

**Summary:**

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

**Comments:****Programmed Construction Works**

- Construction work has stopped for the season and will recommence in September 2018, this is still the target.
- Tenders have been advertised for gravel pushing and sealing asphalt and ordering pipes for the construction season.
- I have the endangered flora maps of the shire. I have asked Eco Edge to provide a list of what plant and a photo of the plant so we can put this on the shire's web page and Facebook. I have also asked for GPS locations so that I can peg the areas out.

**Maintenance Works**

- Maintenance grader is still in a full winter grade. The southern area of the shire is completed and are currently on Wickepin north moving towards the east.
- Construction grader is maintenance grading at present time.
- Some drainage works on Elsinore Road. Will need to do a lot of work here in 2019/20 but will have do a lot of preparation works, levels to see where the water can go.
- Have re sheeted Elson Road.
- Truck drivers completed cleaning out the tips and re sheeted Elson Road helping out with trees and other maintenance works.
- Pot-hole patching on going.
- Power line pruning completed in Wickepin.
- Rubbish tip maintenance is ongoing.
- Signage maintenance is ongoing.
- Drainage & bridge works - I have completed 5 year program. It is a requirement by Main Roads to have a program set out advising what we have to achieve each year.
- Tree limbs have been cut off roads right across the network. This is ongoing this time of the year.

## Occupational Health and Safety

- Lost time injury - nothing to report from 8 May.
- Incident report plant - I backed into a tree with the ute.
- The startup sheets are working well.
- We have introduced SWIMS Safe Work Identification Method Statement. The boys are hand writing them out. This has gone pretty well, crew has accepted them. Agatha found a lot on line which needs to be adapted to the Shire of Wickepin, still on going.
- MSDS Material Safety Darter System. Agatha still to complete update.

## Workshop

- Mechanic position still to be filled.
- Brett Rowe has come in and done some service work.
- Komatsu grader service was completed by Brett.

## Depot

- New wash bay - I have some drawings to look at what we are building. I am thinking to build as much as we can and only have contractors to lay the concrete, construction crew can do the rest. An oil separator is worth \$5580.00.

## Parks and Gardens

- Roadside spraying all but done, just the sealed roads and some gravel. Need to look at increasing this next year to all roads, will provide a cost in next year's budget.
- Oval maintenance on going.
- 60 cubic meters mulch is waiting to be placed out over the townsites.
- General mowing and whipper snipping on going.
- Walk trail maintenance, clean ups on going.
- Townsite cleanup on going.
- General maintenance at Yealering, Harrismith and Tincurrin.

## Plant and Equipment

Trying to get JCB down to try their bobcat, as you get into the plant from the side which is a lot safer

### Statutory Environment:

Local Government Act 1995.

### Policy Implications:

Not Applicable.

### Financial Implications:

Not Applicable.



**Strategic Implications:**

Not Applicable.

**Recommendations:**

That council notes the report from the Manager of Works and Services dated 9 August 2018.

**Voting Requirements:**

Simple majority

**Council Decision:**

**Resolution No 150818-**

Moved Cr / Seconded Cr

That Council notes the report from the Manager of Works and Services dated 9 August 2018.

Carried /

Governance, Audit and Community Services

**10.2.01 – 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:	Financial
Date of Report:	2 August 2018

**Enclosure/Attachments:**

List of accounts.

**Summary:**

List of Accounts remitted during the period from 1 July 2018 to 30 July 2018.

	<u>Vouchers</u>	<u>Amounts</u>
<b>Municipal Account</b>		
EFT	8547 – 8579	\$ 228,697.65
Cheques	15546	\$ 7,486.15
Payroll	July	\$ 81,911.16
Superannuation	July	\$ 9,928.05
Credit Card	July	\$ 151.20
Direct Deductions	July	\$ 783.65
<b>Trust</b>		
EFT	8546	\$ 600.00
Cheques	1351	\$ 260.00
	<b>TOTAL</b>	<u>\$ 357,710.46</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.

**Comments:**

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

**Statutory Environment:**

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

**Policy Implications:**

Policy 3.1.7 - Cheque Issue.

**Recommendations:**

That council acknowledges that payments totalling \$ 357,710.46 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:**

Simply majority

**Council Decision:**

**Resolution No 150818-**

Moved Cr / Seconded Cr

That council acknowledges that payments totalling \$ 357,710.46 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 &amp; Submitted to Committee

Jul-18					
Chq/EFT	Date	Name	Description	Muni	Trust
1351	26/07/2018	DOCEP - Bond Administrator	Pet Bond Lodgement		\$ 260.00
			<b>Total Trust Cheques</b>		<b>\$ 260.00</b>
EFT8546	13/07/2018	Raymond Phillip & Helen Elaine Lewis	Refund Bond - Wickepin Community Centre Hire		\$ 600.00
EFT8547	16/07/2018	Blackwoods	Loctite	\$ 898.39	
EFT8548	16/07/2018	Australia Day Council Of WA	Standard Membership 2018-19	\$ 264.00	
EFT8549	16/07/2018	Central Country Zone WALGA	2018-19 Annual Subscription	\$ 4,158.00	
EFT8550	16/07/2018	Courier Australia	Freight on Prestart Books	\$ 34.02	
EFT8551	16/07/2018	Covs	Squeegees	\$ 43.95	
EFT8552	16/07/2018	Landgate	SLIP Subscription Services Annual Charge	\$ 2,514.00	
EFT8553	16/07/2018	Easifleet	Facey Group Vehicle Lease	\$ 585.35	
EFT8554	16/07/2018	J R & A Hersey Pty Ltd	Personal Protective Equipment	\$ 2,017.81	
EFT8555	16/07/2018	IT Vision User Group	User Group Subscription 2018-19	\$ 748.00	
EFT8556	16/07/2018	IT Vision	Annual SynergySoft License Fees	\$ 28,942.98	
EFT8557	16/07/2018	LGIS Insurance Broking Service	Motor Vehicle Insurance	\$ 44,713.00	
EFT8558	16/07/2018	LGISWA	Property Insurance 1st Instalment	\$ 84,203.52	
EFT8559	16/07/2018	Officeworks Superstores Pty Ltd	Stationery Order	\$ 343.62	
EFT8560	16/07/2018	Onedex Communications Pty Ltd	Johnston Park Solar Lights	\$ 1,595.00	
EFT8561	16/07/2018	PCS	IT Support	\$ 810.00	
EFT8562	16/07/2018	Wagin Plumbing	Wk Cvn Pk Repairs	\$ 543.95	
EFT8563	16/07/2018	RSA WORKS	MCA and Blackspot Applications	\$ 1,760.00	
EFT8564	16/07/2018	Ramm Software Pty Ltd	RAMM Annual Support & Maintenance Fee	\$ 6,508.89	
EFT8565	16/07/2018	Shenton Enterprises Pty Ltd	Service Pool Creepy Crawly	\$ 1,369.63	
EFT8566	16/07/2018	Western Australian Treasury Corp	Loan No. 102 Interest payment -	\$ 5,792.79	
EFT8567	16/07/2018	Wickepin Rural Services	June 2018 Account	\$ 1,100.00	
EFT8568	26/07/2018	Woodlands Farm (WA) Pty Ltd	Refund Yealering Hall Hire Bond For 21/07/18	\$ 600.00	
EFT8569	26/07/2018	Australia's Golden Outback	2018/19 Australia's Golden Outback Membership	\$ 295.00	
EFT8570	26/07/2018	Burgess Rawson (WA) Pty Ltd	Industrial Rent & Management Fees	\$ 2,824.80	
EFT8571	26/07/2018	Belvedere Nursery	Mulch	\$ 3,900.00	
EFT8572	26/07/2018	CMZ Concrete Supply	Concrete for Yealering	\$ 654.50	

## List of Accounts Due &amp; Submitted to Committee

Jul-18					
EFT8573	26/07/2018	Hancocks Home Hardware	Key Cutting	\$ 28.00	
EFT8574	26/07/2018	PCS	IT Support	\$ 255.00	
EFT8575	26/07/2018	Pingelly Tyre Service	Tyres for WK2489	\$ 1,180.00	
EFT8576	26/07/2018	A F Smith & A L Bullock	Repair WK Cvn Pk Toilet Door Locks	\$ 214.00	
EFT8577	26/07/2018	Westrac Equipment	Parts for WK813	\$ 1,074.45	
EFT8578	26/07/2018	Western Australian Local Government Association	Annual Subscriptions	\$ 22,725.00	
EFT8579	26/07/2018	W A Skills Training	Works Crew Courses for Traffic Control etc	\$ 6,000.00	
			<b>Total EFT</b>	<b>\$ 228,697.65</b>	<b>\$ 600.00</b>
15546	26/07/2018	SYNERGY	Power Accounts	\$ 7,486.15	
			<b>Total Cheques</b>	<b>\$ 7,486.15</b>	<b>\$ 0.00</b>
DD9702.1	04/07/2018	WA Local Government Super Plan	Payroll deductions	\$ 3,507.42	
DD9702.2	04/07/2018	ANZ Super	Superannuation contributions	\$ 397.49	
DD9702.3	04/07/2018	Colonial First State	Superannuation contributions	\$ 234.65	
DD9702.4	04/07/2018	Prime Super	Superannuation contributions	\$ 180.86	
DD9702.5	04/07/2018	Australian Ethical Super	Superannuation contributions	\$ 192.78	
DD9702.6	04/07/2018	Tremayne Superannuation Fund	Superannuation contributions	\$ 123.89	
DD9702.7	04/07/2018	MTAA Super Fund	Superannuation contributions	\$ 159.11	
DD9702.8	04/07/2018	Macquarie Investment Management Limited	Superannuation contributions	\$ 55.29	
DD9735.1	18/07/2018	WA Local Government Super Plan	Payroll deductions	\$ 3,605.80	
DD9735.2	18/07/2018	ANZ Super	Superannuation contributions	\$ 405.10	
DD9735.3	18/07/2018	Colonial First State	Superannuation contributions	\$ 242.85	
DD9735.4	18/07/2018	Prime Super	Superannuation contributions	\$ 186.42	
DD9735.5	18/07/2018	Australian Ethical Super	Superannuation contributions	\$ 198.84	
DD9735.6	18/07/2018	Tremayne Superannuation Fund	Superannuation contributions	\$ 79.34	
DD9735.7	18/07/2018	MTAA Super Fund	Superannuation contributions	\$ 164.67	
DD9735.8	18/07/2018	Macquarie Investment Management Limited	Superannuation contributions	\$ 193.54	
			<b>Total Superannuation</b>	<b>\$ 9,928.05</b>	<b>\$ 0.00</b>
DD9749.1	03/07/2018	Classic Funding Group Pty Ltd	Konica Minolta Printer Lease	\$ 884.40	
DD9749.2	04/07/2018	Classic Funding Group Pty Ltd	Konica Minolta Printer Lease Registration Fee	\$ 6.80	
DD9749.3	17/07/2018	Westnet Pty Ltd	Internet Fees	\$ 194.85	
DD9770.1	22/07/2018	ANZ Bank	Credit Card Account	\$ 151.20	

## List of Accounts Due &amp; Submitted to Committee

Jul-18						
				<b>Total Direct Debits</b>	<b>\$ 934.85</b>	<b>\$ 0.00</b>
98020718	02/07/2018	Dept Of Transport		Trans Licensing	\$ 4,166.05	
98040718	03/07/2018	Dept Of Transport		Trans Licensing	\$ 264.35	
98040718	04/07/2018	Dept Of Transport		Trans Licensing	\$ 98.25	
98050718	05/07/2018	Dept Of Transport		Trans Licensing	\$ 3,506.55	
98060718	06/07/2018	Dept Of Transport		Trans Licensing	\$ 452.50	
98090718	09/07/2018	Dept Of Transport		Trans Licensing	\$ 175.70	
98110718	11/07/2018	Dept Of Transport		Trans Licensing	\$ 3,754.20	
98120718	12/07/2018	Dept Of Transport		Trans Licensing	\$ 975.95	
98130718	13/07/2018	Dept Of Transport		Trans Licensing	\$ 2,276.40	
98160718	16/07/2018	Dept Of Transport		Trans Licensing	\$ 795.20	
98170718	17/07/2018	Dept Of Transport		Trans Licensing	\$ 480.20	
98180718	18/07/2018	Dept Of Transport		Trans Licensing	\$ 2,424.65	
98190718	19/07/2018	Dept Of Transport		Trans Licensing	\$ 1,787.50	
98200718	20/07/2018	Dept Of Transport		Trans Licensing	\$ 452.85	
98230718	23/07/2018	Dept Of Transport		Trans Licensing	\$ 349.35	
98240718	24/07/2018	Dept Of Transport		Trans Licensing	\$ 406.95	
98250718	25/07/2018	Dept Of Transport		Trans Licensing	\$ 1,790.60	
98260718	26/07/2018	Dept Of Transport		Trans Licensing	\$ 71.40	
98270718	27/07/2018	Dept Of Transport		Trans Licensing	\$ 2,049.45	
98300718	30/07/2018	Dept Of Transport		Trans Licensing	\$ 1,532.90	
98310718	31/07/2018	Dept Of Transport		Trans Licensing	\$ 81.60	
				<b>Total Licensing</b>	<b>\$ 27,892.60</b>	<b>\$ 0.00</b>
	05/07/2018	Gross Payroll			\$ 40,926.56	
	19/07/2018	Gross Payroll			\$ 40,984.60	
				<b>Total Payroll</b>	<b>\$ 81,911.16</b>	<b>\$ 0.00</b>
				<b>Total Payments</b>	<b>\$ 356,850.46</b>	<b>\$ 860.00</b>

Credit Card Payment Summary		
25 June 2018 to 22 July 2018		
CEO		
6/07/2018	High Risk Work Licence - Plumb C	\$ 50.40
6/07/2018	High Risk Work Licence - Tapping T	\$ 50.40
6/07/2018	High Risk Work Licence - Bransby P	\$ 50.40
	<b>Total Payments</b>	<b>\$ 151.20</b>

Governance, Audit and Community Services

**10.2.02 – Financial Report**

Submission To:	Ordinary Council
Location / Address:	Whole Shire
Name of Applicant:	Agatha Prior – Executive Support Officer
File Reference:	FM.FR.1212
Author:	Erika Clement – Finance Manager
Disclosure of any Interest:	Nil
Date of Report:	10 August 2018

**Enclosure/Attachments:**

Monthly financial report for the month of July 2018.

**Background:**

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

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

**Comments:**

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

**Statutory Environment:**

Section 6.4(2) of the Local Government Act 1995  
 Local Government (Financial Management) Regulations 1996  
 34. Financial reports to be prepared s. 6.4

- (1) A local government is to prepare each month a statement of financial activity reporting on the sources and applications of funds, as set out in the annual budget under regulation 22(1)(d), for that month in the following detail -
- (a) Annual budget estimates, taking into account any expenditure incurred for an additional purpose under section 6.8(1) (b) or (c);
  - (b) Budget estimates to the end of the month to which the statement relates;
  - (c) Actual amounts of expenditure, revenue and income to the end of the month to which the statement relates;
  - (d) Material variances between the comparable amounts referred to in paragraphs (b) and (c); and
  - (e) The net current assets at the end of the month to which the statement relates.
- (2) Each statement of financial activity is to be accompanied by documents containing -
- (a) An explanation of the composition of the net current assets of the month to which the statement relates, less committed assets and restricted assets;
  - (b) An explanation of each of the material variances referred to in sub regulation (1) (d); and
  - (c) Such other supporting information as is considered relevant by the local government.
- (3) The information in a statement of financial activity may be shown -
- (a) According to nature and type classification;
  - (b) By program; or



(c) By business unit.

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

1. 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
2. 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.

**Recommendations:**

That the financial statements tabled for the period ending 31 July 2018 as presented be received.

**Voting Requirements:**

Simply majority.

**Council Decision:**

**Resolution No-150818-**

Moved Cr / Seconded Cr

That the financial statements tabled for the period ending 31 July 2018 as presented be received.

Carried /

**SHIRE OF WICKEPIN**  
**MONTHLY FINANCIAL REPORT**  
**For the Period Ended 31 July 2018**

**LOCAL GOVERNMENT ACT 1995**  
**LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996**

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# Shire of Wickepin

## Compilation Report

For the Period Ended 31 July 2018

### Report Purpose

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

### Overview

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

### Statement of Financial Activity by reporting program

Is presented on page 6 and shows a surplus as at 31 July 2018 of \$868,155.

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

### Preparation

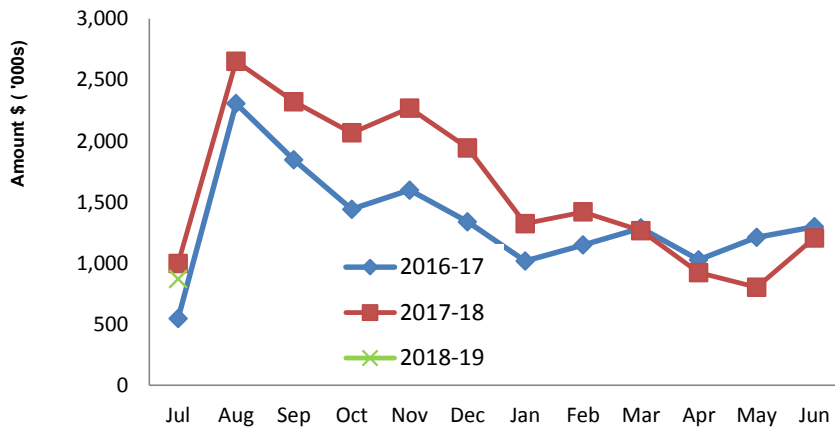
Prepared by: Erika Clement Finance Manager

Reviewed by: Mark Hook CEO

Date prepared: 10-Aug-18

**Shire of Wickepin**  
**Monthly Summary Information**  
 For the Period Ended 31 July 2018

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



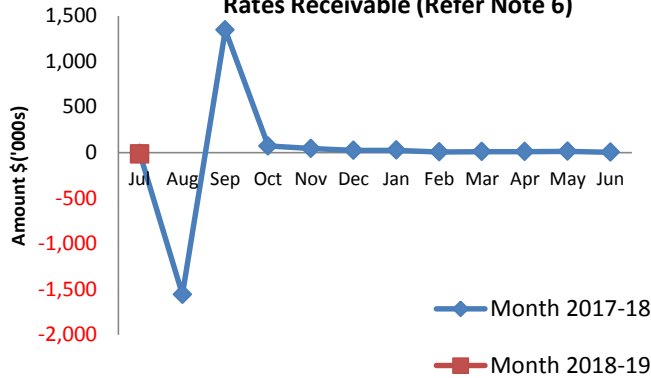
**Cash and Cash Equivalents  
as at period end**

Unrestricted	\$ 1,015,709
Restricted	\$ 1,804,855
	\$ 2,820,564

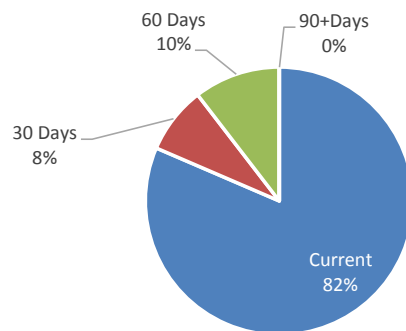
**Receivables**

Rates	\$ 16,753
Other	\$ 34,208
	\$ 50,961

**Rates Receivable (Refer Note 6)**



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



**Comments**

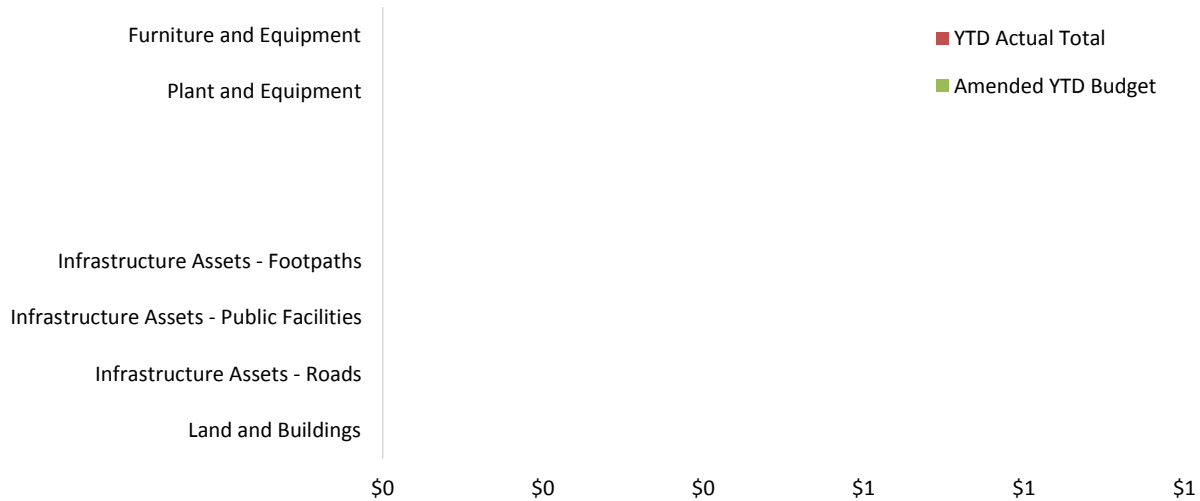
Unrestricted cash includes the following payments in advance

18/19 FESA paid in advance	\$7,703
18/19 Grants Commission - General	\$515,969
18/19 Grants Commission - Roads	\$281,233
<b>Amounts paid in advance</b>	<b>\$804,905</b>

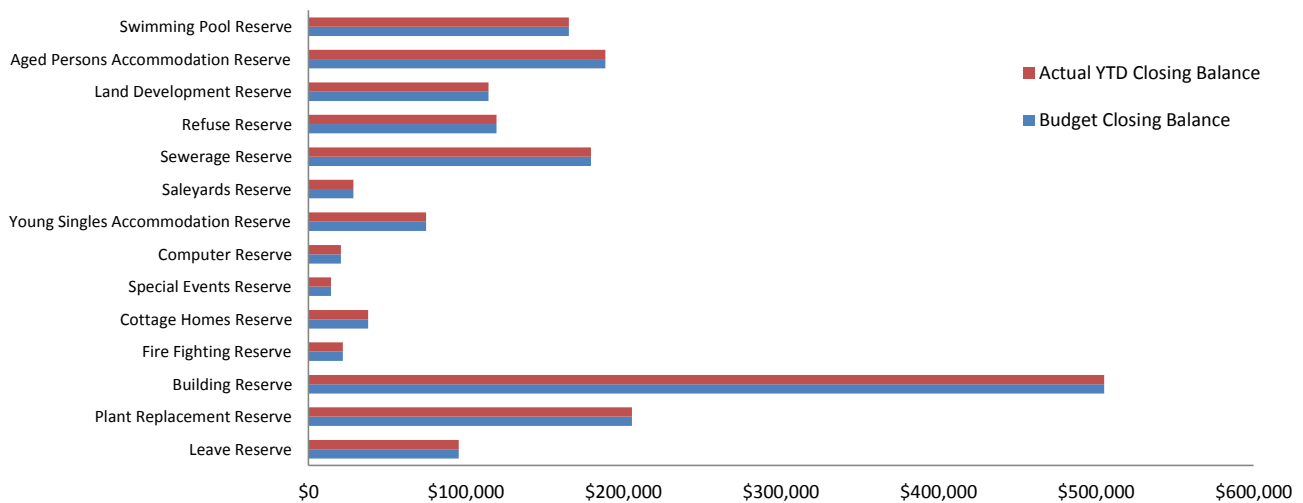
This information is to be read in conjunction with the accompanying Financial Statements and notes.

**Shire of Wickepin**  
**Monthly Summary Information**  
 For the Period Ended 31 July 2018

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



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



**Comments**

Majority of plant and vehicles purchased for the year.

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

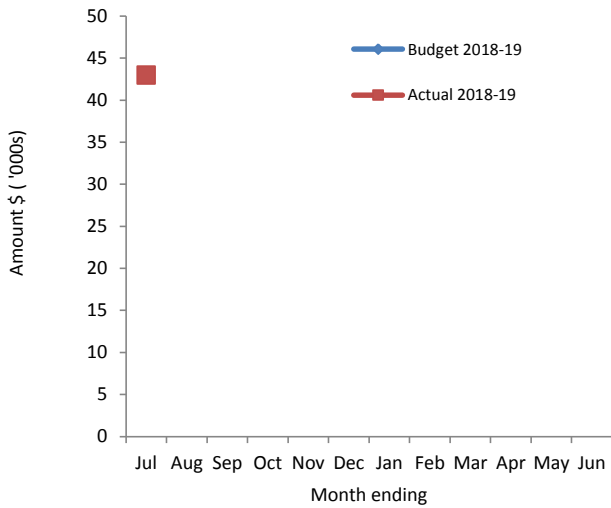
# Shire of Wickepin

## Monthly Summary Information

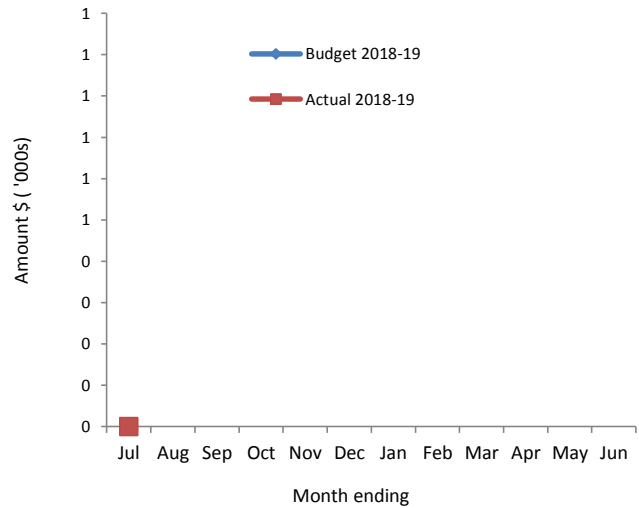
For the Period Ended 31 July 2018

### Revenues

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

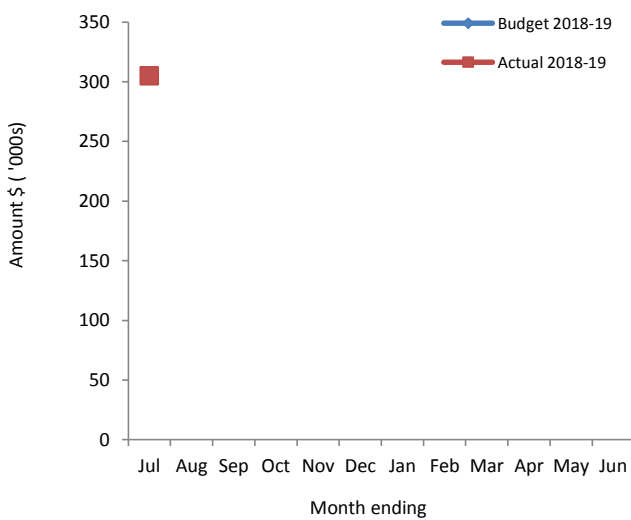


**Budget Capital Revenue -v- Actual (Refer Note 2)**

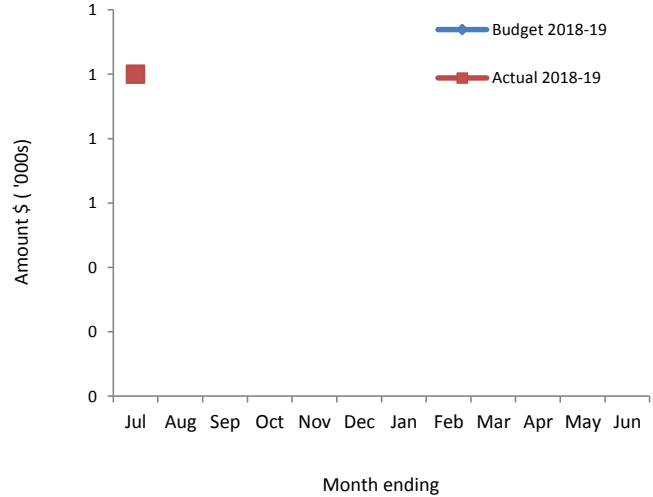


### Expenditure

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



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



### Comments

Depreciation calculated for July, Aug, Sept and October  
 Operating revenue decreased due to discount applied to rates in September

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

Council Meeting  
SHIRE OF WICKEPIN  
STATEMENT OF FINANCIAL ACTIVITY  
(Statutory Reporting Program)  
For the Period Ended 31 July 2018

	Note	Annual Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
		\$	\$	\$	\$	%	
<b>Operating Revenues</b>							
Governance		0	0	2,796	2,796		
General Purpose Funding - Rates	9	0	0	0	0		
General Purpose Funding - Other		0	0	15	15		
Law, Order and Public Safety		0	0	50	50		
Health		0	0	0	0		
Education and Welfare		0	0	0	0		
Housing		0	0	5,929	5,929		▲
Community Amenities		0	0	4,374	4,374		
Recreation and Culture		0	0	1,314	1,314		
Transport		0	0	25,261	25,261		▲
Economic Services		0	0	952	952		
Other Property and Services		0	0	2,845	2,845		
<b>Total Operating Revenue</b>		<b>0</b>	<b>0</b>	<b>43,537</b>	<b>43,537</b>		<b>▲</b>
<b>Operating Expense</b>							
Governance		0	0	(120,793)	(120,793)		▲
General Purpose Funding		0	0	(327)	(327)		
Law, Order and Public Safety		0	0	(28,747)	(28,747)		▲
Health		0	0	0	0		
Education and Welfare		0	0	(218)	(218)		
Housing		0	0	(5,988)	(5,988)		▲
Community Amenities		0	0	(12,043)	(12,043)		▲
Recreation and Culture		0	0	(38,598)	(38,598)		▲
Transport		0	0	(41,076)	(41,076)		▲
Economic Services		0	0	(3,081)	(3,081)		
Other Property and Services		0	0	(54,865)	(54,865)		▲
<b>Total Operating Expenditure</b>		<b>0</b>	<b>0</b>	<b>(305,736)</b>	<b>(305,736)</b>		<b>▼</b>
<b>Funding Balance Adjustments</b>							
Add back Depreciation		0	0	0	0		
Adjust (Profit)/Loss on Asset Disposal	8	0	0	0	0		
Adjust Provisions and Accruals		0	0	0	0		
<b>Net Cash from Operations</b>		<b>0</b>	<b>0</b>	<b>(262,199)</b>	<b>(262,199)</b>		
<b>Capital Revenues</b>							
Proceeds from Disposal of Assets	8	0	0	0	0		
<b>Total Capital Revenues</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>		
<b>Capital Expenses</b>							
Land Held for Resale		0	0	0	0		
Land and Buildings	13	(30,000)	0	0	0		
Infrastructure - Roads	13	(251,941)	0	0	0		
Infrastructure - Public Facilities	13	0	0	0	0		
Infrastructure - Footpaths	13	0	0	0	0		
Infrastructure - Drainage	13	0	0	0	0		
Heritage Assets	13	0	0	0	0		
Plant and Equipment	13	0	0	0	0		
Furniture and Equipment	13	0	0	(1,849)	(1,849)		
<b>Total Capital Expenditure</b>		<b>(281,941)</b>	<b>0</b>	<b>(1,849)</b>	<b>(1,849)</b>		
<b>Net Cash from Capital Activities</b>		<b>(281,941)</b>	<b>0</b>	<b>(1,849)</b>	<b>(1,849)</b>		
<b>Financing</b>							
Proceeds from New Debentures	10	0	0	0	0		
Proceeds from Advances		0	0	0	0		
Self-Supporting Loan Principal		6,081	507	3,010	2,503	494.02%	
Transfer from Reserves	7	0	0	0	0		
Advances to Community Groups		0	0	0	0		
Repayment of Debentures	10	(29,365)	(14,683)	(4,899)	9,784	66.63%	▼
Transfer to Reserves	7	0	0	0	0		
<b>Net Cash from Financing Activities</b>		<b>(23,284)</b>	<b>(14,176)</b>	<b>(1,889)</b>	<b>12,287</b>		
<b>Net Operations, Capital and Financing</b>		<b>(305,225)</b>	<b>(14,176)</b>	<b>(265,937)</b>	<b>(251,761)</b>		
<b>Opening Funding Surplus(Deficit)</b>	3	<b>1,134,092</b>	<b>1,134,092</b>	<b>1,134,092</b>	<b>0</b>	0.00%	
<b>Closing Funding Surplus(Deficit)</b>	3	<b>828,867</b>	<b>1,119,916</b>	<b>868,155</b>	<b>(251,761)</b>		

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

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

Council Meeting  
SHIRE OF WICKEPIN  
STATEMENT OF FINANCIAL ACTIVITY  
(By Nature or Type)  
For the Period Ended 31 July 2018

	Note	Amended Annual Budget	Amended YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
<b>Operating Revenues</b>							
Rates	9	\$ 0	\$ 0	\$ 0	\$ 0	%	
Operating Grants, Subsidies and Contributions	11	0	0	0	0		
Fees and Charges		0	0	43,522	43,522		▲
Service Charges		0	0	0	0		
Interest Earnings		0	0	15	15		
Other Revenue		0	0	0	0		
Profit on Disposal of Assets	8	0	0	0	0		
<b>Total Operating Revenue</b>		<b>0</b>	<b>0</b>	<b>43,537</b>	<b>43,537</b>		▲
<b>Operating Expense</b>							
Employee Costs		0	0	(94,837)	(94,837)		▼
Materials and Contracts		0	0	(85,660)	(85,660)		▼
Utility Charges		0	0	(6,851)	(6,851)		▼
Depreciation on Non-Current Assets		0	0	0	0		
Interest Expenses		0	0	(894)	(894)		
Insurance Expenses		0	0	(117,494)	(117,494)		▼
Other Expenditure		0	0	0	0		
Loss on Disposal of Assets	8	0	0	0	0		
<b>Total Operating Expenditure</b>		<b>0</b>	<b>0</b>	<b>(305,736)</b>	<b>(305,736)</b>		▼
<b>Funding Balance Adjustments</b>							
Add back Depreciation		0	0	0	0		
Adjust (Profit)/Loss on Asset Disposal	8	0	0	0	0		
Adjust Provisions and Accruals							
<b>Net Cash from Operations</b>		<b>0</b>	<b>0</b>	<b>(262,199)</b>	<b>(262,199)</b>		
<b>Capital Revenues</b>							
Grants, Subsidies and Contributions	11	460,871	0	0	0		
Proceeds from Disposal of Assets	8	0	0	0	0		
<b>Total Capital Revenues</b>		<b>460,871</b>	<b>0</b>	<b>0</b>	<b>0</b>		
<b>Capital Expenses</b>							
Land Held for Resale		0	0	0	0		
Land and Buildings	13	(30,000)	0	0	0		
Infrastructure - Roads	13	(251,941)	0	0	0		
Infrastructure - Public Facilities	13	0	0	0	0		
Infrastructure - Footpaths	13	0	0	0	0		
Infrastructure - Drainage	13	0	0	0	0		
Heritage Assets	13	0	0	0	0		
Plant and Equipment	13	0	0	0	0		
Furniture and Equipment	13	0	0	(1,849)	(1,849)		
<b>Total Capital Expenditure</b>		<b>(281,941)</b>	<b>0</b>	<b>(1,849)</b>	<b>(1,849)</b>		
<b>Net Cash from Capital Activities</b>		<b>178,930</b>	<b>0</b>	<b>(1,849)</b>	<b>(1,849)</b>		
<b>Financing</b>							
Proceeds from New Debentures		0	0	0	0		
Proceeds from Advances		0	0	0	0		
Self-Supporting Loan Principal		6,081	507	3,010	2,503	494.02%	
Transfer from Reserves	7	0	0	0	0		
Advances to Community Groups		0	0	0	0		
Repayment of Debentures	10	(29,365)	(14,683)	(4,899)	9,784	66.63%	▲
Transfer to Reserves	7	0	0	0	0		
<b>Net Cash from Financing Activities</b>		<b>(23,284)</b>	<b>(14,176)</b>	<b>(1,889)</b>	<b>12,287</b>		
<b>Net Operations, Capital and Financing</b>		<b>155,646</b>	<b>(14,176)</b>	<b>(265,937)</b>	<b>(251,761)</b>		
<b>Opening Funding Surplus(Deficit)</b>	3	<b>1,134,092</b>	<b>1,134,092</b>	<b>1,134,092</b>	<b>0</b>	0.00%	
<b>Closing Funding Surplus(Deficit)</b>	3	<b>1,289,738</b>	<b>1,119,916</b>	<b>868,155</b>	<b>(251,761)</b>		

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

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



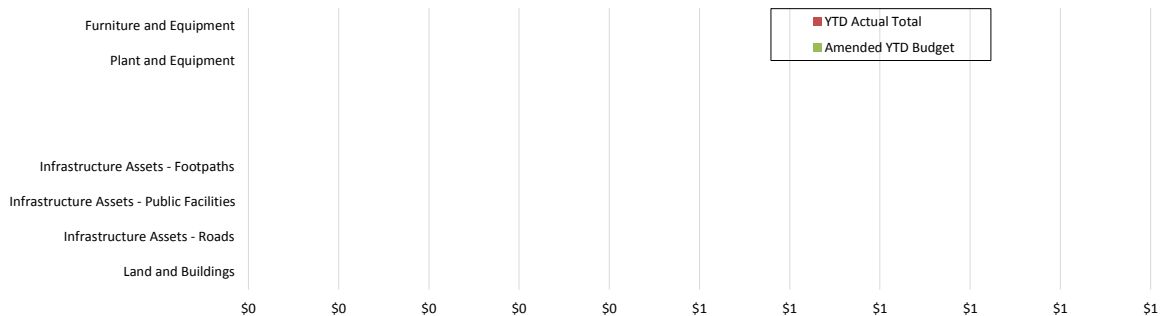
YTD 31 07 2018							
Capital Acquisitions	Note	YTD Actual New /Upgrade (a)	YTD Actual (Renewal Expenditure) (b)	YTD Actual Total (c) = (a)+(b)	Amended YTD Budget (d)	Amended Annual Budget	Variance (d) - (c)
		\$	\$	\$	\$	\$	\$
Land and Buildings	13	0	0	0	0	0	0
Infrastructure Assets - Roads	13	0	0	0	0	0	0
Infrastructure Assets - Public Facilities	13	0	0	0	0	0	0
Infrastructure Assets - Footpaths	13	0	0	0	0	0	0
Plant and Equipment	13	0	0	0	0	0	0
Furniture and Equipment	13	0	0	0	0	0	0
<b>Capital Expenditure Totals</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

**Funded By:**

Capital Grants and Contributions	0	460,871	460,871	460,871
Borrowings	0	0	0	0
Other (Disposals & C/Fwd)	0	0	0	0
<b>Own Source Funding - Cash Backed Reserves</b>				
Computer Reserve			0	
Saleyard Reserve			0	
Refuse Reserve			0	
Land Development Reserve			0	
Staff Housing Reserve	0			
Building Reserve	0			
<b>Total Own Source Funding - Cash Backed Reserves</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Own Source Funding - Operations</b>	<b>0</b>	<b>(460,871)</b>	<b>(460,871)</b>	<b>460,871</b>
<b>Capital Funding Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

Comments and graphs

Capital Expenditure Program YTD



**SHIRE OF WICKEPIN**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 July 2018**

**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 31 July 2018**

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

**(f) Cash and Cash Equivalents**

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

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

**(g) Trade and Other Receivables**

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

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

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

**(h) Inventories**

***General***

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

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

***Land Held for Resale***

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

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

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

**(i) Fixed Assets**

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

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

**SHIRE OF WICKEPIN**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 July 2018**

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

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

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

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

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

**(k) Trade and Other Payables**

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

**(l) Employee Benefits**

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

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

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

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

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

**SHIRE OF WICKEPIN**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 July 2018**

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

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

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

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

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

***Borrowing Costs***

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

**(n) Provisions**

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

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

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

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

**SHIRE OF WICKEPIN**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 July 2018**

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

**(p) Nature or Type Classifications**

**Rates**

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

**Operating Grants, Subsidies and Contributions**

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

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

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

**Profit on Asset Disposal**

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

**Fees and Charges**

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

**Service Charges**

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

**Interest Earnings**

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

**Other Revenue / Income**

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

**Employee Costs**

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

**Materials and Contracts**

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

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

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

**SHIRE OF WICKEPIN**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 July 2018**

**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 31 July 2018**

**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.



Council Meeting  
**SHIRE OF WICKEPIN**  
**NOTES TO FINANCIAL ACTIVITY STATEMENT**  
 For the Period Ended 31 July 2018

**Note 2: EXPLANATION OF MATERIAL VARIANCES**

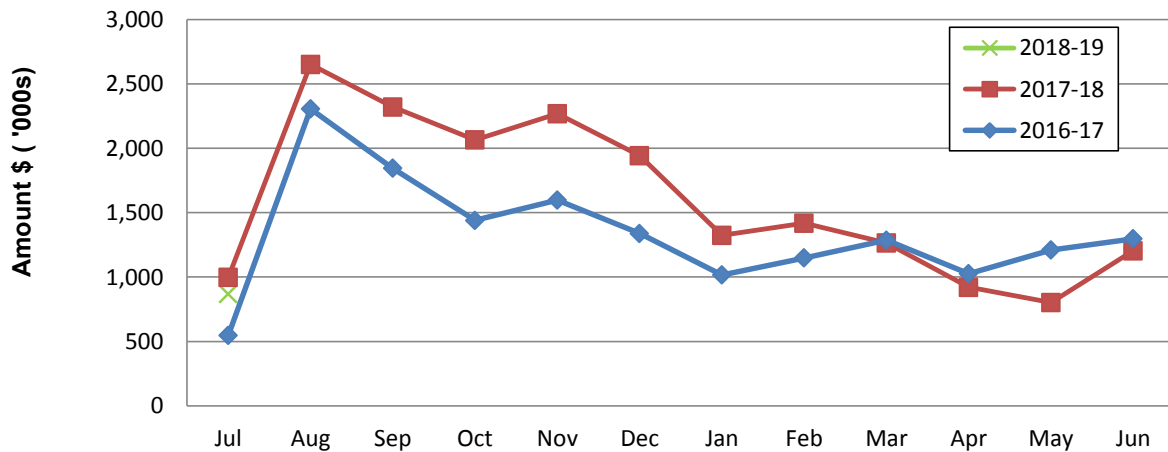
Reporting Program	Var. \$	Var. %	Var.	Timing/ Permanent	Explanation of Variance
<b>Operating Revenues</b>	\$	%			
Housing	5,929		▲	Timing	Due to Budget not adopted
Community Amenities	4,374				
Recreation and Culture	1,314				
Transport	25,261				
Other Property and Services	2,845				
			▲	Timing	
<b>Operating Expense</b>					
<b>Governance</b>	(120,793)		▲	Timing	
General Purpose Funding	(327)				
Law, Order and Public Safety	(28,747)		▲	Timing	
Health	0				
Education and Welfare	(218)				
Housing	(5,988)		▲	Timing	
Community Amenities	(12,043)		▲	Timing	
Recreation and Culture	(38,598)		▲	Timing	
Transport	(41,076)		▲	Timing	
Economic Services	(3,081)				
Other Property and Services	(54,865)		▲	Timing	
<b>Capital Revenues</b>					
Grants, Subsidies and Contributions	0				
Proceeds from Disposal of Assets	0				
<b>Capital Expenses</b>					
Land and Buildings	0				
Infrastructure - Roads	0				
Infrastructure - Public Facilities	0				
Infrastructure - Footpaths	0				
Plant and Equipment	0				
Furniture and Equipment	(1,849)			Timing	
<b>Financing</b>					
Loan Principal	9,784	66.63%	▼	Timing	

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
For the Period Ended 31 July 2018

**Note 3: NET CURRENT FUNDING POSITION**

		Positive=Surplus (Negative=Deficit)		
		YTD 31 Jul 2018	30 June 2017	YTD 30 Jul 2017
Note		\$	\$	\$
<b>Current Assets</b>				
4	Cash Unrestricted	1,015,709	1,296,360	975,440
4	Cash Restricted	1,804,855	1,804,855	1,274,113
6	Receivables - Rates	16,753	18,877	73,835
6	Receivables -Other	34,208	11,566	112,223
	Interest / ATO Receivable/Trust	20,074	25,910	27,693
	Inventories		0	0
		2,891,599	3,157,568	2,463,304
<b>Less: Current Liabilities</b>				
	Payables	(17,183)	(17,216)	(26,842)
	Provisions	(201,406)	(201,406)	(144,743)
		(218,589)	(218,621)	(171,586)
7	Less: Cash Reserves	(1,804,854)	(1,804,855)	(1,274,113)
	<b>Net Current Funding Position</b>	<b>868,155</b>	<b>1,134,092</b>	<b>1,017,605</b>

**Note 3 - Liquidity Over the Year**



**Comments - Net Current Funding Position**

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
For the Period Ended 31 July 2018**

**Note 4: CASH AND INVESTMENTS**

	Interest Rate	Unrestricted \$	Restricted \$	Trust \$	Total Amount \$	Institution	Maturity Date
<b>(a) Cash Deposits</b>							
Municipal Bank Account	0.00%	15,009			15,009	ANZ	At Call
Reserve Bank Account	0.00%		4,855		4,855	ANZ	At Call
Trust Bank Account	0.00%			35,991	35,991	ANZ	At Call
Cash On Hand	Nil	700			700	N/A	On Hand
<b>(b) Term Deposits</b>							
Municipal					0		
Municipal					0		
Municipal	1.45%	1,000,000			1,000,000	WA Treasury	At Call
Reserve	2.35%		1,800,000		1,800,000	ANZ	18-Jan-19
Trust	2.10%			80,000	80,000	ANZ	18-Jan-19
<b>Total</b>		<b>1,015,709</b>	<b>1,804,855</b>	<b>115,991</b>	<b>2,936,555</b>		

**Comments/Notes - Investments**

**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
	<b>Budget Adoption</b>		Opening Surplus	\$	\$	\$	\$
	<b>Permanent Changes</b>						
	Opening surplus adjustment						
	<b>Changes Due to Timing</b>						
				<b>0</b>	<b>0</b>	<b>0</b>	

**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				-	-	-	-

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
For the Period Ended 31 July 2018**

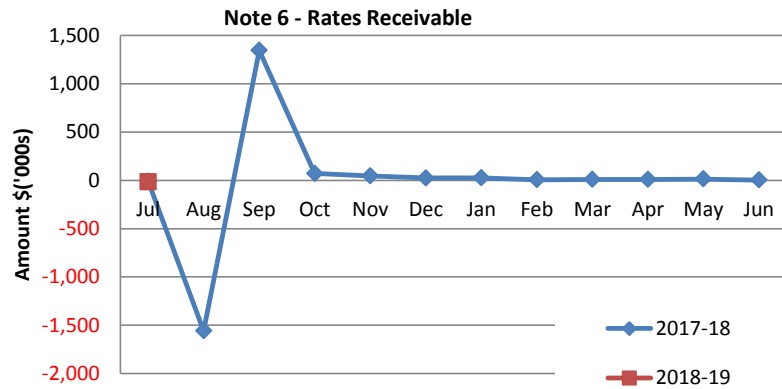
**Note 6: RECEIVABLES**

**Receivables - Rates Receivable**

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

**Net Rates Collectable**  
% Collected

	YTD 31 Jul 2018	30 June 2017
	\$	\$
Opening Arrears Previous Years	19,522	25,543
Levied this year	15	1,497,589
<u>Less</u> Collections to date	(2,784)	(1,503,610)
Equals Current Outstanding	16,753	19,522
<b>Net Rates Collectable</b>	16,753	19,522
% Collected	14.25%	98.72%



Comments/Notes - Receivables Rates

**Receivables - General**

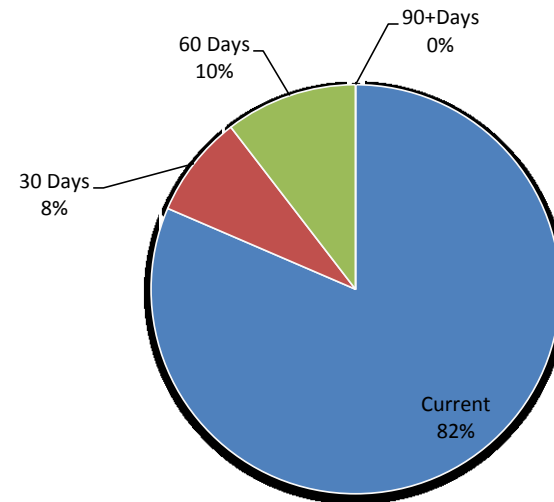
Receivables - General

**Total Receivables General Outstanding**

Amounts shown above include GST (where applicable)

	Current	30 Days	60 Days	90+Days
	\$	\$	\$	\$
Receivables - General	27,869	2,768	3,571	0
<b>Total Receivables General Outstanding</b>				<b>34,208</b>

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



Comments/Notes - Receivables General

SHIRE OF WICKEPIN  
 NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
 For the Period Ended 31 July 2018

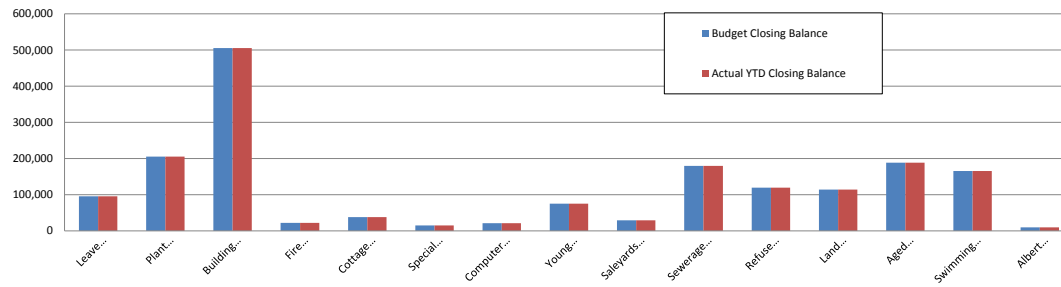
31/07/2018  
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Note 7: Cash Backed Reserve

2018-19										
Name	Opening Balance	Budget Interest Earned	Actual Interest Earned	Budget Transfers In (+)	Actual Transfers In (+)	Budget Transfers Out (-)	Actual Transfers Out (-)	Transfer out Reference	Budget Closing Balance	Actual YTD Closing Balance
	\$	\$	\$	\$	\$	\$	\$		\$	\$
Leave Reserve	95,446								95,446	95,446
Plant Replacement Reserve	205,371								205,371	205,371
Building Reserve	505,100								505,100	505,100
Fire Fighting Reserve	21,790								21,790	21,789
Cottage Homes Reserve	37,844								37,844	37,844
Special Events Reserve	14,332								14,332	14,332
Computer Reserve	20,549								20,549	20,549
Young Singles Accommodation Reserve	74,705								74,705	74,705
Saleyards Reserve	28,493								28,493	28,493
Sewerage Reserve	179,259								179,259	179,259
Refuse Reserve	119,384								119,384	119,384
Land Development Reserve	114,279								114,279	114,279
Aged Persons Accommodation Reserve	188,416								188,416	188,416
Swimming Pool Reserve	165,307								165,307	165,307
Albert Facey Homestead Reserve	9,580								9,580	9,580
Fuel Facility	25,000								25,000	25,000
	<b>1,804,855</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>		<b>1,804,855</b>	<b>1,804,854</b>

7101	\$95,446	95447.00	1874.14	949	\$925.14	Leave Reserve
7111	\$205,371	205371.00	4599.34	2,329	\$2,270.34	Plant Replacement Reserve
7121	\$505,100	505100.00	11119.99	5,631	\$5,488.99	Building Reserve
7131	\$21,790	21790.00	667.58	246	\$421.58	Fire Fighting Reserve
7141	\$37,844	37844.00	671.56	432	\$239.56	Cottage Homes Reserve
7151	\$14,332	14332.00	321.89	163	\$158.89	Special Events Reserve
7161	\$20,549	20549.00	461.82	234	\$227.82	Computer Reserve
7171	\$74,705	74705.00	1408.18	713	\$695.18	Young Singles Accommodation Reserve
7181	\$28,493	28493.00	302.59	153	\$149.59	Saleyards Reserve
7191	\$179,259	179260.00	3240.50	1,641	\$1,599.50	Sewerage Reserve
6191	\$119,384	119384.00	2681.57	1,358	\$1,323.57	Refuse Reserve
6181	\$114,279	114279.00	2566.62	1,300	\$1,266.97	Land Development Reserve
7211	\$188,416	188416.00	4231.90	2,143	\$2,088.90	Aged Persons Accommodation Reserve
7212	\$165,307	165307.00	3487.83	1,766	\$1,721.83	Swimming Pool Reserve
7213	\$9,580	9580.00	215.21	109	\$106.21	Albert Facey Homestead Reserve
7214	\$25,000	25000.00	0.00			Fuel Facility
	<b>\$1,804,855.00</b>	<b>\$1,804,857.00</b>		19,167	\$18,684.07	
					18684.07	
					\$0.00	
				1586.49	-1586.49	

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



NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
For the Period Ended 31 July 2018

Note 8 CAPITAL DISPOSALS

Actual YTD Profit/(Loss) of Asset Disposal				Disposals	Amended Current Budget YTD 31 07 2018			Comments
Cost	Accum Depr	Proceeds	Profit (Loss)		Amended Annual Budget Profit/(Loss)	Actual Profit/(Loss)	Variance	
\$	\$	\$	\$		\$	\$	\$	
			0	Plant and Equipment		0	0 GL 102230.72	
			0			0	0 GL 102230.72	
			0			0	0 GL 160020.72	
			0			0	0 GL 160020.72	
			0			0	0 GL 160020.72	
			0			0	0 GL 160030.70	
			0	Land & Buildings		0	0	
			0			0	0	
0	0	0	0		0	0	0	

Comments - Capital Disposal/Replacements



Council Meeting  
SHIRE OF WICKEPIN  
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
For the Period Ended 31 July 2018

**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 \$
<b>Differential General Rate</b>											
GRV					0	0	0				0
UV							0				0
Mining UV											
<b>Sub-Totals</b>		0	0	0	0	0	0	0	0	0	0
<b>Minimum Payment</b>	<b>Minimum \$</b>										
GRV							0				0
UV							0				0
Mining UV											
<b>Sub-Totals</b>		0	0	0	0	0	0	0	0	0	0
Ex Gratia Rates							0				0
Discount							0				0
Rates Writeoffs							0				0
<b>Amount from General Rates</b>							<b>0</b>				<b>0</b>
Specified Area Rates											
<b>Totals</b>							<b>0</b>				<b>0</b>

Comments - Rating Information

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
For the Period Ended 31 July 2018

## 10. INFORMATION ON BORROWINGS

## (a) Debenture Repayments

Particulars	Principal 1-Jul-18	New Loans	Principal Repayments		Principal Outstanding		Interest Repayments		Loan Completion Date
			Actual \$	Budget \$	Actual \$	Budget \$	Actual \$	Budget \$	
Loan 100 - CEO Residence	47,972		1889	23,285	46,084	24,688	235	2,196	24/06/2020
Loan 102 - WD Sports Club SS Greens	32,961		3010	6,081	29,951	26,880	659	1,258	17/01/2023
	80,933	0	4,899	29,365	76,034	51,568	894	3,454	

All debenture repayments were financed by general purpose revenue.

## (b) New Debentures

No new debentures were raised during the reporting period.

Council Meeting  
**SHIRE OF WICKEPIN**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 July 2018**

**Note 11: GRANTS AND CONTRIBUTIONS**

Program/Details GL	Grant Provider	Approval	2018-19 Budget	Variations Additions (Deletions)			Recoup Status	
					Operating	Capital	Received	Not Received
		(Y/N)	\$	\$	\$	\$	\$	\$
<b>GENERAL PURPOSE FUNDING</b>								
Grants Commission - General	WALGGC		527,399	0	527,399	0	0	527,399
Grants Commission - Roads	WALGGC		235,332	0	235,332	0	0	235,332
<b>LAW, ORDER, PUBLIC SAFETY</b>								
FESA Grant - Operating Bush Fire Brigade	Dept. of Fire & Emergency Serv.		22,337	0	22,337	0	0	22,337
				0			0	0
<b>HOUSING</b>								
						0	0	0
<b>COMMUNITY AMENITIES</b>								
<b>RECREATION AND CULTURE</b>								
			0	0	0		0	0
<b>TRANSPORT</b>								
Contributions - Road Projects	Blackspot Funding State			0	0	0	0	0
Roads To Recovery Grant - Cap	Roads to Recovery	Y	215,181	0	0	215,181	0	215,181
RRG Grants - Capital Projects	Regional Road Group		245,690	0	0	245,690	0	245,690
Direct Grant - Maintenance	Dept. of Transport		72,120	0	72,120	0	0	72,120
State Flood Income- Wandrra Funding	Wandrra Funding		91,590	0	0	91,590	0	0
<b>EDUCATION</b>								
	RDA movie nights				0			0
<b>TOTALS</b>			<b>1,409,649</b>	<b>0</b>	<b>857,188</b>	<b>552,461</b>	<b>0</b>	<b>1,318,059</b>
Operating	Operating		948,778				0	
Non-Operating	Non-operating		460,871				0	

**SHIRE OF WICKEPIN**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 July 2018**

**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 18	Amount Received	Amount Paid	Closing Balance 31-Jul-18
	\$	\$	\$	\$
Housing Bonds	0	260	(260)	0
Master Key Deposits	1,200	600	(1,200)	600
Special Plates	0	0	0	0
Land Sales	0	0	0	0
Nomination Deposits	0	0	0	0
Building and BCITF	0	0	0	0
Ram Pavillion	0	0	0	0
LCDC Landcare	0	0	0	0
Cat/Dog Trap Hire	100	0	0	100
WDSC Replacement Greens	85,770	2,059	0	87,829
Kidsport	0	0	0	0
Albert Facey Homestead	0	0	0	0
Miscellaneous Trust	3,762	0	0	3,762
Yealering Bowling Club Greens	23,700	0	0	23,700
Licensing		27,893	(27,893)	0
	<b>114,532</b>	<b>30,812</b>	<b>(29,353)</b>	<b>115,991</b>

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

SHIRE OF WICKEPIN  
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
For the Period Ended 31 July 2018

Note 13: CAPITAL ACQUISITIONS

		31/07/2018					
		Amended Annual Budget	Amended YTD Budget	YTD Actual	Variance (Under)/Over	YTD Actual (Renewal Exp)	Strategic Reference / Comment
	<b>Infrastructure Assets</b>						
	Land for Resale						
	Community Amenities						
	<b>Community Amenities Total</b>	0	0	0	0	0	
○	Land for Resale Total	0	0	0	0	0	
	<b>Land &amp; Buildings</b>						
	Housing						
○	5 Smith St	LHS11C		0	0		
	7 Rintel St	LHS1C					
	<b>Housing Total</b>		0	0	0	0	
	Community Amenities						
○	Wickepin Cemetery Upgrade	WCU1	0	0	0	0	
○	Harrismith Cemetery Upgrade	HCU1	(15,000)	0	0	0	0 carried over from 2017/2018
○	Boundary Signs		0	0	0	0	
○	CAC new car port	WBC3	(15,000)	0	0	0	0 carried over from 2017/2018
○	<b>Community Amenities Total</b>		(30,000)	0	0	0	
	Recreation and Culture						
○	Aquatic Centre - Chemical Controller	LSP3	0				
○	Wickepin Community Centre	CLCC1	0				
○	War Memorial	CWWM1	0				
	Johnson Park exercise equipment						
○	Wickepin Oval - Lights	WKLI	0	0	0	0	
	<b>Recreation And Culture Total</b>		0	0	0	0	
	Transport						
○	<b>Transport Total</b>		0	0	0	0	
	Economic Services						
○	<b>Economic Services Total</b>		0	0	0	0	
○	<b>Land and Buildings Total</b>		(30,000)	0	0	0	
	<b>Footpaths</b>						
	Transport						
○	Footpaths Wickepin	LFP1	0	0	0	0	
○	Footpaths Yealering	LFP2	0	0	0	0	
○	<b>Transport Total</b>		0	0	0	0	
○	<b>Footpaths Total</b>		0	0	0	0	
	<b>Furniture &amp; Office Equip.</b>						
	Governance						
○	<b>Governance Total</b>		0	0	0	0	
	Housing						
○	Johnson Park Exercise Equipment	CJPE		0	(1,849)	(1,849)	0 carried over from 2017/2018
○	<b>Housing Total</b>		0	0	(1,849)	(1,849)	
○	<b>Furniture &amp; Office Equip. Total</b>		0	0	(1,849)	(1,849)	
	<b>Plant , Equip. &amp; Vehicles</b>						
	Governance						
○	Holden Colorado CEO P0AF and P0AG	1064	0	0	0	0	

## Note 13: CAPITAL ACQUISITIONS

		31/07/2018					
Infrastructure Assets		Amended Annual Budget	Amended YTD Budget	YTD Actual	Variance (Under)/Over	YTD Actual (Renewal Exp)	Strategic Reference / Comment
○	<b>Governance Total</b>	0	0	0	0	0	
	<b>Community Amenities</b>						
○	<b>Law, Order And Public Safety</b>						
○		0	0	0	0	0	
	<b>Law, Order and Public Safety Total</b>	0	0	0	0	0	
	<b>Recreation And Culture</b>						
○	<b>Recreation And Culture Total</b>	0	0	0	0	0	
	<b>Transport</b>						
○	P2489 2010 Bobcat Skid Steere	6034	0	0	0	0	
○	P3518 1988 Flat Top Trailer for Bob Cat	6034	0	0	0	0	
○	P2495 - 2007 John Deere Mower	6034	0	0	0	0	
○	P706 - 2014 Holden Colorado Single Cab Utility 4X4	6034	0	0	0	0	
○	PFACEY - 2014 - Facey Group Colorado Crew Utility 4x4	6034	0	0	0	0	
○	<b>Transport Total</b>	0	0	0	0	0	
	<b>Economic Services</b>						
○	<b>Economic Services Total</b>	0	0	0	0	0	
	<b>Plant , Equip. &amp; Vehicles Total</b>	0	0	0	0	0	
	<b>Infrastructure Other</b>						
	<b>Recreation and Culture</b>						
○		0	0	0	0	0	
○	<b>Recreation And Culture Total</b>	0	0	0	0	0	
	<b>Community Amenity</b>						
○	<b>Community Amenity Total</b>	0	0	0	0	0	
○	<b>Public Facilities Total</b>	0	0	0	0	0	
	<b>Roads</b>						
	<b>Transport Regional Road Group</b>						
○	Wickepin Corrigin Road	RG001	0	0	0	0	
○	Wickepin Harrismith Road	RG002	0	0	0	0	
○	Pingelly Wickepin Road	RG003	0	0	0	0	
○	<b>Regional Road Group Total</b>	0	0	0	0	0	
	<b>Transport Roads to Recovery</b>						
○	Wickepin North Rd	R2R015	(134,190)	0	0	0	
○	Inkiepinkie Road	R2R160	(33,194)	0	0	0	
○	86 Gate Road	R2R013	(42,518)	0	0	0	
○	Kirk Rck Road	R2R014	(42,039)	0	0	0	
○	<b>Roads to Recovery Total</b>	(251,941)	0	0	0	0	
	<b>Council Resources Construction</b>						
○	Drainage and Headwalls	CODAH	0	0	0	0	
○	<b>Council Resources Construction Total</b>	0	0	0	0	0	
○	<b>Roads Total</b>	(251,941)	0	0	0	0	
○	<b>Capital Expenditure Total</b>	(281,941)	0	(1,849)	(1,849)	0	

Governance, Audit and Community Services

**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:	8 August 2018

Arts and Cultural	<p><b>Art Prize 2018</b></p> <ul style="list-style-type: none"> <li>• Planning for the 2018 Wickepin Art Prize</li> <li>• Correspondence with artists and art venues</li> </ul> <p><b>Other</b></p> <ul style="list-style-type: none"> <li>• Grant funding explored for sculpture workshops in September</li> <li>• Meeting with Shed group re possible sculptures along Heritage Walk Trail</li> </ul>
Community Development	<p><b>Townscape</b></p> <ul style="list-style-type: none"> <li>• Budget discussions and research on costings.</li> <li>• Boundary statement entry signs: correspondence and discussion with Element Design. An amount of \$15,000 has been placed in the 2018/19 budget estimates for manufacture of the approved designs.</li> <li>• The CDO has been in contact with piano tuners for the repair of the piano in the Wickepin Town Hall using fundraising from the Wickepin Winter Weekend, as per the request of Campfire Country who organised the weekend and fundraising, and donated the \$1400 to the Shire for this purpose</li> </ul> <p><b>War Memorial/Anzac/Armistice</b></p> <ul style="list-style-type: none"> <li>• The Minister for Veteran's Affairs, Darren Chester, has approved the Shire of Wickepin's request for funding under the Armistice Centenary Grants Program. This grant is to host a parade to commemorate the Centenary of the Armistice at the Facey Festival held over the weekend of the 12-14 October 2018.</li> <li>• Stefie Green is continuing her research on the stories for the book to be published later this year and launched at the Armistice Service to be held on the 11/11/2018</li> </ul> <p><b>Other</b></p> <ul style="list-style-type: none"> <li>• Information sent to community on events and grant opportunities</li> <li>• Collation of community grant acquittals</li> <li>• Correspondence with Meghan McGregor re Living Lakes</li> </ul>
Economic Development	<p><b>Harrismith Cemetery</b></p> <ul style="list-style-type: none"> <li>• Correspondence with Tony Corasaniti regarding stage 2 of the build ie: the niche wall render</li> <li>• Once budget has been approved and adopted, landscaping will begin</li> </ul> <p><b>Johnston Park (Healthy Communities Precinct)</b></p> <ul style="list-style-type: none"> <li>• Park complete</li> <li>• Acquittal for the funding from Royalties for Regions Wheatbelt Development Commission is currently being audited as per the grant agreement.</li> </ul> <p><b>Facey Festival</b></p> <ul style="list-style-type: none"> <li>• Planning for weekend</li> </ul> <p><b>Albert Facey Carriage Drive</b></p> <ul style="list-style-type: none"> <li>• Planning and correspondence for the event.</li> </ul>
Tourism, Marketing and Promotion	<ul style="list-style-type: none"> <li>• Correspondence with newspapers and magazines re placement of advertising</li> <li>• Advertising re Wickepin Art Prize</li> <li>• Social media posts for wildflowers</li> </ul>

<b>Sport and Recreation</b>	<ul style="list-style-type: none"> <li>• Support to Department of Local Government, Sport and Cultural Industries with Kidsport for the Shire of Wickepin.</li> <li>• Information forwarded to clubs re grant opportunities</li> </ul>
<b>Governance Other</b>	<ul style="list-style-type: none"> <li>• Staff support as needed</li> <li>• Editing of Strategic Plan and correspondence with Caroline Robinson from Wheatbelt Business Network</li> <li>• Responded to queries from CDO Network</li> <li>• Liaison with Manager of Works, CEO and ESO for projects needing completion or works to be undertaken</li> </ul>

Grant Name	Organisation	Funding	Status
Healthy Community Precinct	Royalties For Regions: WDC	\$28,540.50	Acquittal pending approval Council Contribution in-kind \$6,829 Council Contribution in cash \$6,336
Saluting their Service	Department of Veteran's Affairs	\$4,000	Acquitted Council Contribution in-kind
Armistice Centenary Grant	Department of Veteran's Affairs	\$3,846	Approved Council contribution in-kind

**Statutory Environment:**

Not applicable.

**Statutory Environment:**

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 8 August 2018.

**Voting Requirements:**

Simple majority.

**Council Decision:**

**Resolution No 150818-**

Moved Cr / Seconded Cr

That council notes the report from the Community Development Officer dated 8 August 2018.

Carried /

Governance, Audit and Community Services

**10.2.04 – Budget Adoption 2018/2019**

Submission To:	Ordinary Council
Location / Address:	Whole Shire
Name of Applicant:	Mark J Hook, Chief Executive Officer
File Reference:	FM.BU.1208
Author:	Mark J Hook, Chief Executive Officer
Disclosure of any Interest:	
Date of Report:	31 July 2018

**Enclosure/Attachments:**

Budget documents as attached.

**Summary:**

Council is being requested to adopt the 2018/219 budget as presented.

**Background**

The 2018/2019 budget document is presented for Councils discussion. The budget has been prepared and based on a 0% rate revenue increase on UCV and 0% on GRV with the Minimum Rates being raised to \$400 from \$390 and a 5% increase on Sewerage and Rubbish Rates.

The unimproved valuations across the shire have increased for 2018/2019. The Unimproved valuations for the shire are;

2010/2011	\$124,031,017
2011/2012	\$124,939,774
2012/2013	\$122,256,970
2013/2014	\$122,110,678
2014/2015	\$121,957,500
2015/2016	\$122,140,894
2016/2017	\$122,070,000
2017/2018	\$126,651,300
2018/2019	\$133,056,949

The Gross Rental Values valuations across the shire have decreased for 2018/2019. Gross Rental valuations for the shire are;

2010/2011	\$1,545,081
2011/2012	\$1,928,560
2012/2013	\$1,927,825
2013/2014	\$1,926,922
2014/2015	\$1,932,574
2015/2016	\$2,261,229
2016/2017	\$2,244,789
2017/2018	\$2,249,483
2018/2019	\$1,910,247

**Comments:**

The Salaries and Wages budget has been increased to take into the award increases handed down by the Fair Work Commission which came into operation on 1 July 2018. The wage budget includes for the provision of an additional outside staff member.

**As of 1 July 2016 as per Council Policy 6.2.1 GENERAL WASTE AND RECYCLE BINS**

Council provides one general waste bin (green lid) and one recycling bin (yellow lid) to the following;

- New residential; and
- New commercial.

**REFUSE COLLECTION**

The annual refuse charge on council's rate notice entitles the following pick up from premises;

**Residential**

- 1x 240 litre green waste bin
- 1x 240 litre yellow recycling bin

**Commercial**

- 3x 240 litre green waste bin
- Bulk recycling (cardboard, paper etc.) pick up from approved pick up area
- 3 x 240 litres yellow recycle bins for glass, plastics, aluminium etc.

Over and above the allocated amount of collection will incur an additional charge based on annual refuse charges.

Council's contractors will not pick up 44 gallon drums or any other rubbish receptacle other than a 240 litre bin.

The 2018/2019 Budget has no new loans being raised.

The budget has been prepared to include information required by the *Local Government Act 1995, Local Government (Financial Management) Regulations 1996* and Australian Accounting Standards.

The main features of the draft budget include:

- The budget has been prepared with a 0% rate increase for UV and 0% for GRV which is less than the 4% outlined in the Long Term Financial Plan. This increase applies to all general rate categories.
- Household and commercial waste charges and charges are proposed to have a 5% increase and are itemised separately in the draft budget.
- A capital works programme totalling \$ 1,275,720 for investment in infrastructure, land and buildings, plant and equipment and furniture and equipment is planned. The other major component is the road infrastructure which is \$ 1,589,469 this is in line with Council's strategy to invest in road and associated assets.
- An estimated surplus of \$ 1,314,112 is anticipated to be brought forward from 30 June 2018. However this is unaudited and may change. Any change will be addressed as part of a future budget review. This includes \$797,202 of FAGS and \$8472.75 DFES Grants prepaid on the 17/18 financial year.

Principal grant funding for the year is estimated from:

- Roads to Recovery – this has been decreased from \$471,857 to \$215,181 a difference of -\$256,676.

While no specific consultation has occurred on the 2018/2019 budget, community consultation and engagement has previously occurred during development of the Community Strategic Plan from which the Corporate Business Plan was developed. Extensive internal consultation has occurred between all staff and through forums and workshops with elected members.

Council currently in accordance with regulation 34(5) of the Local Government (Financial Management) Regulations 1996, and AASB 1031 Materiality, the level in the Shire of Wickepin Monthly, Annual and Budget statements of financial activity for reporting material variances is 5% or \$5,000, whichever is the greater.

Section 6.2 of the *Local Government Act 1995* requires that not later than 31 August in each financial year, or such extended time as the Minister allows, each local government is to prepare and adopt, in the form and manner prescribed, a budget for its Municipal Fund for the financial year ending on the next 30<sup>th</sup> June.

Division 5 and 6 of part 6 of the *Local Government Act 1995* refers to the setting of budgets and the raising of rates and charges. The *Local Government Act (Financial Management) Regulations 1996* details the form and content of the budget. The 2018/2019 budget as presented is considered to meet statutory requirements.

### ***Local Government (Financial Management) Regulations 1996***

#### ***Annual budget – s. 6.2***

#### ***Part 3***

#### ***33. Completion of annual budget***

*A copy of the annual budget of a local government is to be submitted to the Departmental CEO within 30 days of its adoption by the local government.*

*[Regulation 33 amended in Gazette 20 Jun 2008 p. 2723.]*

The 2018/2019 budget is based on the principles contained in the Plan for the Future and the Corporate Business Plan and the Strategic Community Plan 2018 - 2028

The 2018/2019 Budget includes the following Federal Assistance Grants:

<b>0181</b>	<b><i>Grants Commission General Purpose</i></b>	
<b>0181</b>	2018/2019 Allocation 100%	1,043,368
	Advanced Payment 2018/2019 Allocation	515,969
	2018/2019 Allocation less advanced 17/18	527,399
	<b>18/19</b>	<b>1,043,368</b>
<b>0201</b>	<b><i>Grants Commission General Purpose - Roads</i></b>	
<b>0201</b>	2018/2019 Allocation 100%	516,565
	Advanced Payment 2018/2019 Allocation	281,233
	2018/2019 Allocation less advanced 17/18	235,332
	<b>18/19</b>	<b>516,565</b>

These are only notional grant advice and have been released for budgeting purposes only and are subject to change.

The 2018/2019 Budget includes the reduction for the first quarterly payment of \$8,473 for the ESL levy from DFES as this was paid in the 2017/2018 Financial Year and is part of the 2017/2018 brought forward figure.

<b>1123</b>	<b>ESL Grant</b>	
<b>1123</b>	Operational Grant 18/19	\$ 30,810
	Paid 17/18	\$ 8,473
		<b>\$ 22,337</b>

Section 6.2 of the *Local Government Act 1995* requires that not later than 31 August in each financial year, or such extended time as the Minister allows, each local government is to prepare and adopt, in the form and manner prescribed, a budget for its Municipal Fund for the financial year ending on the next 30<sup>th</sup> June.

Division 5 and 6 of part 6 of the *Local Government Act 1995* refers to the setting of budgets and the raising of rates and charges. The *Local Government Act (Financial Management) Regulations 1996* details the form and content of the budget. The 2018/2019 budget as presented is considered to meet statutory requirements.

**Local Government (Financial Management) Regulations 1996**

**Annual budget — s. 6.2**

**Part 3**

- 33. *Completion of annual budget*  
*A copy of the annual budget of a local government is to be submitted to the Departmental CEO within 30 days of its adoption by the local government.*  
*[Regulation 33 amended in Gazette 20 Jun 2008 p. 2723.]*

**Policy Implications:**

The budget is based on the principles contained in the Plan for the Future and the Corporate Business Plan. Council current Strategic Plan which should be adopted on the 15<sup>th</sup> August 2018.

**Financial Implications:**

Specific financial implications are as outlined in the detail section of this report and as itemized in the 2018/2019 budget as attached with all budget notes.

**Strategic Implications:**

The 2018/2019 budget has been developed and based on the existing Strategic Planning documents adopted by council.

**Recommendations:**

That:

**PART A – MUNICIPAL FUND BUDGET FOR 2018/2019**

Pursuant to the provisions of section 6.2 of the *Local Government Act 1995* and Part 3 of the *Local Government (Financial Management) Regulations 1996*, the council adopt the Municipal Fund Budget as contained in the Attachments of this agenda for the 2018/2019 financial year which includes the following:

- Statement of Comprehensive Income by Nature and Type
- Statement of Comprehensive Income by Program
- Statement of Cash Flows
- Rate Setting Statement
- Notes to and Forming Part of the Budget (excluding the Roadworks Program)
- Budget Program Schedules as detailed within the budget (excluding the Roadworks Program)
- Transfers to / from Reserve Accounts as detailed in the budget

**Voting Requirements:**

**ABSOLUTE MAJORITY REQUIRED**

<b>Council Decision:</b>	<b>Resolution No 150818-</b>
	Moved Cr / Seconded Cr

That:

**PART A – MUNICIPAL FUND BUDGET FOR 2018/2019**

Pursuant to the provisions of section 6.2 of the *Local Government Act 1995* and Part 3 of the *Local Government (Financial Management) Regulations 1996*, the council adopt the Municipal Fund Budget as contained in the Attachments of this agenda for the 2018/2019 financial year which includes the following:

- Statement of Comprehensive Income by Nature and Type
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- Statement of Cash Flows
- Rate Setting Statement
- Notes to and Forming Part of the Budget (excluding the Roadworks Program)
- Budget Program Schedules as detailed within the budget (excluding the Roadworks Program)
- Transfers to / from Reserve Accounts as detailed in the budget

**Carried / BY ABSOLUTE MAJORITY**

**PART B – GENERAL AND MINIMUM RATES, INSTALMENT PAYMENT ARRANGEMENTS**

That:

For the purpose of yielding the deficiency disclosed by the Municipal Fund Budget adopted at Part A above, council pursuant to sections 6.32, 6.33, 6.34 and 6.35 of the *Local Government Act 1995* impose the following general rates and minimum payments on Gross Rental and Unimproved Values.

General Rates

- Gross Rental Value (GRV) 7.0302 cents in the dollar
- Unimproved Values (UV) 0.9958 cents in the dollar

Minimum Payments

- Gross Rental Value (GRV) \$400
- Unimproved Values (UV) \$400

Pursuant to section 6.45 of the *Local Government Act 1995* and regulation 64(2) of the *Local Government (Financial Management) Regulations 1996*, council nominates the following due dates for the payment in full by instalments:

- Full payment and 1<sup>st</sup> instalment due date 21 September 2018
- 2<sup>nd</sup> quarterly instalment due date 21 November 2018
- 3<sup>rd</sup> quarterly instalment due date 21 January 2019
- 4<sup>th</sup> quarterly instalment due date 21 March 2019

Pursuant to Section 6.46 of the *Local Government Act 1995*, council offers a discount of 10% to ratepayers who have paid their rates in full, including arrears, waste and service charges, on or before 21 September 2018 or 35 days after the date of service appearing on the rate notice, whichever is the later.

Pursuant to section 6.45 of the *Local Government Act 1995* and regulation 68 of the *Local Government (Financial Management) Regulations 1996*, council adopts an interest rate of 5.5% where the owner has elected to pay rates and service charges through an instalment option.

Pursuant to section 6.51(1) and subject to section 6.51(4) of the *Local Government Act 1995* and regulation 70 of the *Local Government (Financial Management) Regulations 1996*, council adopts an interest rate of 11% for rates (and service charges) and costs of proceedings to recover such charges that remains unpaid after becoming due and payable.

**Voting Requirements:**

**ABSOLUTE MAJORITY REQUIRED**

**Council Decision: Resolution No 150818-**

Moved Cr / Seconded Cr

**PART B – GENERAL AND MINIMUM RATES, INSTALMENT PAYMENT ARRANGEMENTS**

That:

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**Minimum Payments**

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**Carried / BY ABSOLUTE MAJORITY**



**PART C – OTHER STATUTORY FEES FOR 2018/2019**

That:

Pursuant to section 53 of the *Cemeteries Act 1986* the council adopts the Fees and Charges for the Wickepin, Yealering, Harrismith and Toolibin Cemeteries included in the 2018/2019 budget.

Pursuant to Regulation 53(2) of the *Building Regulation 2012* the council adopts a swimming pool inspection fee of \$35 inclusive of GST.

Pursuant to section 112 of the Health Act, council adopts the following charges for the removal and deposit of domestic and commercial waste:

**Residential Premises (including recycling)**

- 240ltr bin per weekly collection \$220.00pa  
1x 240 litre green waste bin  
1x 240 litre yellow recycling bin

**Commercial Premises (including recycling)**

- 240ltr bin per weekly collection \$440.00pa  
3x 240 litre green waste bin  
Bulk recycling (cardboard, paper etc.) pick up from approved pick up area  
3x 240 litre yellow recycle bins for glass, plastics, aluminium etc.

**Refuse site levies**

- non-minimum rated properties \$52.50pa
- minimum rated properties \$18.40pa

Pursuant to section 41 of the Health Act, council adopts the following charges for the Wickepin Sewerage Scheme

- Sewerage is set at 4.9329 cents in the dollar for GRV per dollar of valuation.
- Minimum sewerage rate to be set at \$200.00 for both residential and commercial properties.
- Those non-rate able properties serviced by the sewerage scheme be rated as follows:
 

Police Department	\$620.00
Medical Centre	\$620.00
Education Department	\$620.00
St John Ambulance	\$ 0 Resolution No 240914-22

**Voting Requirements:**

**ABSOLUTE MAJORITY REQUIRED**

**Council Decision: Resolution No 150818-**

Moved Cr / Seconded Cr

**PART C – OTHER STATUTORY FEES FOR 2018/2019**

That:

Pursuant to section 53 of the *Cemeteries Act 1986* the council adopts the Fees and Charges for the Wickepin, Yealering, Harrismith and Toolibin Cemeteries included in the 2018/2019 budget.

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Police Department	\$620.00
Medical Centre	\$620.00
Education Department	\$620.00
St John Ambulance	\$ 0 Resolution No 240914-22

Carried / BY ABSOLUTE MAJORITY

**PART D – ELECTED MEMBERS' FEES AND ALLOWANCES FOR 2018/2019****That:**

Pursuant to section 5.99 of the *Local Government Act 1995* and regulation 30 of the *Local Government (Administration) Regulations 1996*, council adopts the following sitting fees for payment of elected member's individual meeting attendance fees:

- |             |       |
|-------------|-------|
| • Council   | \$100 |
| • Committee | \$50  |

(SAT Band 4)

Pursuant to section 5.98(2)(b) and (3) of the *Local Government Act 1995* and regulations 31 of the *Local Government (Administration) Regulations 1996*, council adopts the following reimbursements for elected members:

- |                                |                            |
|--------------------------------|----------------------------|
| • Telecommunications Allowance | \$525.60                   |
| • Travel                       | \$0.91 cents per kilometre |

Pursuant to section 5.98(5) of the *Local Government Act 1995* and regulation 33 of the *Local Government (Administration) Regulations 1996*, council adopts the following annual local government allowance to be paid in addition to the annual meeting allowance: (SAT Band 4)

- |             |         |
|-------------|---------|
| • President | \$4,500 |
|-------------|---------|

Pursuant to section 5.98A(1) of the *Local Government Act 1995* and regulations 33A of the *Local Government (Administration) Regulations 1996*, council adopts the following annual local government allowance to be paid in addition of the annual meeting allowance: (SAT Band 4)

- |                    |         |
|--------------------|---------|
| • Deputy President | \$1,000 |
|--------------------|---------|

<b>Voting Requirements:</b>
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**ABSOLUTE MAJORITY REQUIRED**

**Council Decision: Resolution No 150818-**

Moved Cr / Seconded Cr

**PART D – ELECTED MEMBERS' FEES AND ALLOWANCES FOR 2018/2019**

That:

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- |             |       |
|-------------|-------|
| • Council   | \$100 |
| • Committee | \$50  |

(SAT Band 4)

Pursuant to section 5.98(2)(b) and (3) of the *Local Government Act 1995* and regulations 31 of the *Local Government (Administration) Regulations 1996*, council adopts the following reimbursements for elected members:

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|-------------|---------|
| • President | \$4,500 |
|-------------|---------|

Pursuant to section 5.98A(1) of the *Local Government Act 1995* and regulations 33A of the *Local Government (Administration) Regulations 1996*, council adopts the following annual local government allowance to be paid in addition of the annual meeting allowance: (SAT Band 4)

- |                    |         |
|--------------------|---------|
| • Deputy President | \$1,000 |
|--------------------|---------|

Carried / BY ABSOLUTE MAJORITY

**PART E – MATERIAL VARIANCE REPORTING FOR 2018/2019**

That:

In accordance with regulation 34(5) of the *Local Government (Financial Management) Regulations 1996*, and *AASB 1031 Materiality*, the level to be used in statements of financial activity in 2018/2019 for reporting material variances shall be 5% or \$5,000, whichever is the greater.

**Voting Requirements:**

SIMPLE MAJORITY

**Council Decision: Resolution No 150818-**

Moved Cr / Seconded Cr

**PART E – MATERIAL VARIANCE REPORTING FOR 2018/2019**

That:

In accordance with regulation 34(5) of the *Local Government (Financial Management) Regulations 1996*, and *AASB 1031 Materiality*, the level to be used in statements of financial activity in 2018/2019 for reporting material variances shall be 5% or \$5,000, whichever is the greater.

Carried /

**PART F – ROAD WORKS PROGRAM FOR 2018/2019**

Pursuant to the provisions of section 6.2 of the *Local Government Act 1995* and Part 3 of the *Local Government (Financial Management) Regulations 1996*, that council adopt the 2018/2019 Roadworks Program as presented in the Budget Notes.

**Voting Requirements:**

SIMPLE MAJORITY

**Council Decision: Resolution No 150818-**

Moved Cr / Seconded Cr

**PART F – ROAD WORKS PROGRAM FOR 2018/2019**

Pursuant to the provisions of section 6.2 of the *Local Government Act 1995* and Part 3 of the *Local Government (Financial Management) Regulations 1996*, that council adopt the 2018/2019 Roadworks Program as presented in the Budget Notes.

Carried /

Governance, Audit and Community Services

**10.2.05 – Replacement of Holden Trailblazer - 0 WK**

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:	Financial Mark J Hook, Chief Executive Officer is author of report
Date of Report:	6 August 2018

**Enclosure/Attachments:**

Nil

**Summary:**

Council is being requested to accept the quote from Edwards Holden for a New Holden LTZ Trailblazer with the following accessories at a changeover price of \$1,800 GST Inclusive.

- Prestige Paint
- Towing Package
- Tint
- Electric Brakes

**Background**

In the 2018/2019 budget estimates, council included within the plant replacement program the replacement of the Chief Executive Officer's vehicle being a silver 2017 LTZ Holden Trailblazer 0 WK. The current LTZ Holden Trailblazer registration 0 WK as of 31 July 2018 had done 17,715 kilometres.

**Comments:**

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

1. Ingreys Narrogin
2. Narrogin Toyota
3. Edwards Holden Narrogin

Council's 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 10 August 2018.

	Edwards Holden Holden LTZ Trailblazer 4X4 Auto	Narrogin Mitsubishi Mitsubishi QE Pajero Sport GLS 2.4L	Narrogin Toyota Fortuner 2.8l DSL 6AT GXL Factory Option DU	Narrogin Toyota Fortuner 2.8l DSL 6AT GXL Factory Option DS
Price inclusive of options	41,344.70	4,3250	46,217.59	41,905.59
Prestige Paint	407.00			
Towing Package	1890.00	945.55	1002.13	1002.13
Mats	To be changed over to new vehicle	209.09	121.86	121.86
Tint	400.00			
Redarc Brake Kit	Part of Towing Package	636.36	550.00	
Dealer Delivery	Nil	700.00	750.00	550.00
License	Shire Cost			
Satellite Navigation				
Less Trade 2016 Colorado 7	39,544.70	38,000	31,500.00	31,500.00
<b>Change Over GST Inclusive</b>	<b>\$1,800</b>	<b>\$5,250</b>	<b>\$11,217.59</b>	<b>\$6,905.59</b>

Council's budget figure for the changeover of CEO vehicle which is currently a Holden Colorado Trail Blazer, registration 0 WK is \$6,000 GST Exclusive. The Budget amount of \$6,000 is for the purchase of two vehicles in the 2018/2019 financial year.

#### 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's budget figure for the changeover of CEO vehicle which is currently a Holden Colorado Trail Blazer, registration 0 WK is \$6,000 GST Exclusive. The Budget amount of \$6,000 is for the purchase of two vehicles in the 2018/2019 financial year.

**Strategic Implications:**

Fits within theme one of council's 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
<b>1.1 Develop effective assets replacement and maintenance programs</b>	<ul style="list-style-type: none"> <li>• Develop and fund a five year program for the provision of footpaths.</li> <li>• Develop and fund a ten year plan that will ensure the timely maintenance of Council assets.</li> <li>• Provide for the replacement of existing and provision for new community assets as the need arises.</li> </ul>	<ul style="list-style-type: none"> <li>• Review, at least annually, the five-year road program for the district.</li> <li>• Maintain and review annually an adequately funded reserve fund for the replacement of plant as necessary</li> </ul>
<b>1.2 Creation of new community assets</b>	<ul style="list-style-type: none"> <li>• Progressively implement the Townscape plans.</li> <li>• Provide strategically placed Public Conveniences.</li> <li>• Provide housing for low-income</li> </ul>	<ul style="list-style-type: none"> <li>• We have a clear, published townscape plan that addresses the community's needs.</li> </ul>



**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.

	earners, young singles and aged persons in conjunction with other authorities.	
<b>1.3 Actively pursue funding from external Sources</b>	<ul style="list-style-type: none"> <li>• Employment of grants officer responsible for securing funding for the community of Wickepin.</li> </ul>	<ul style="list-style-type: none"> <li>• Grants Officer employed.</li> </ul>

**Recommendations:**

1. That the quotation for a New Holden LTZ Trailblazer, for a change over price of \$1,800 GST Inclusive with the following accessories from Edwards Holden Narrogin be accepted by Council
  - Tow Package
  - Prestige Paint
  - Tint
  - Electric Brakes

**Voting Requirements:**

Simple Majority

**Council Decision:** **Resolution No 150818-**

Moved Cr / Seconded Cr

1. That the quotation for a New Holden LTZ Trailblazer, for a change over price of \$1,800 GST Inclusive with the following accessories from Edwards Holden Narrogin be accepted by Council
  - Tow Package
  - Prestige Paint
  - Tint
  - Electric Brakes

Carried /

Governance, Audit and Community Services

## 10.2.06 – Financial Assistant Agreement, Royalties for Region Project, Regional Aged Accommodation

Submission To:	Ordinary Council
Location / Address:	Johnston Park
Name of Applicant:	Mark J Hook, Chief Executive Officer
File Reference:	FM.LOA.1230 / CR.MEE.203
Author:	Mark J Hook, Chief Executive Officer
Disclosure of any Interest:	Nil
Date of Report:	8 August 2018

### Enclosure/Attachments:

Financial Assistant Agreement Royalties for Regions Project - Regional Aged Accommodation Project.

### Summary:

Council is being requested to authorise the placing of the Common Seal and for the President and CEO to sign the Financial Assistant Agreement for the Royalties for Region Project, Regional Aged Accommodation for funding up to \$20,000 to refine the Business Case for the Wheatbelt South Aged Housing Alliance – Aged Housing Project.

### Background

Council has received the following letter from the Department of Primary Industries and Regional Development regarding the Wheatbelt South Aged Housing Alliance (WSAHA) application for funding under the Royalties for Regions funded Regional Aged Accommodation Program.



Department of  
**Primary Industries and  
Regional Development**

Our reference: DG-2018-410, R00651-17  
Enquiries: Brett Bylsma, (08) 6552 2014

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

Dear Mr Hook

## **REGIONAL AGED ACCOMMODATION PROGRAM – PROJECT DEVELOPMENT FUNDING**

Thank you for your recent submission under the Royalties for Regions funded Regional Aged Accommodation Program.

Applications have been assessed, and although your funding request of \$1,642,670 was not supported for full funding, the Wheatbelt South Aged Housing project has been deemed to have merit. As such, a funding allocation up to \$20,000 has been supported to conduct additional analysis that will inform a future investment decision.

Specifically, the Minister has requested that the Shire of Wickepin develop a more robust options assessment for the Wheatbelt South Aged Housing project that considers in situ versus modular build and an alternative number of constructed units.

Once this additional options assessment has been undertaken, you are invited to finalise a revised proposal which is required to be submitted to the Department of Primary Industries and Regional Development by 15 December 2018. This revised proposal will be considered alongside three others for an allocation from the final \$7.64 million in funding available under the Regional Aged Accommodation Program.

A representative from the Wheatbelt Development Commission will soon in be contact to discuss this advice in more detail and to agree on the next steps.

Yours sincerely

A handwritten signature in blue ink, appearing to read 'Niegel Grazia', with a long horizontal flourish extending to the right.

Niegel Grazia  
**A/DEPUTY DIRECTOR GENERAL  
INDUSTRY AND ECONOMIC DEVELOPMENT**

July 2018

Council has also been advised by email on 17 July 2018 by Dianne May Program Manager, Building Better Regions Fund the following:

*Thank you for your application to the Building Better Regions Fund Infrastructure Projects Stream. Unfortunately your application for the above project was not successful. The Building Better Regions Fund is a competitive program with 567 applications received under Round 2 of the Infrastructure Projects Stream. For applications to be successful they must rate highly against all merit criteria as well as other applications in the round, taking into consideration the project size, complexity, grant amount requested, and the risks associated with the project. A list of funded projects and general feedback for applicants is available at [www.business.gov.au/bbrf](http://www.business.gov.au/bbrf). If you would like to receive feedback specific to your application please email [bbrfeedback@industry.gov.au](mailto:bbrfeedback@industry.gov.au) by Friday 24 August 2018 to arrange an appointment. Decisions are final and will not be reviewed however you are welcome to submit a new application in a future round of the Building Better Regions Fund. Information on future rounds will be published on [www.business.gov.au/bbrf](http://www.business.gov.au/bbrf). You can subscribe to the site to be sent automatic updates on the program. Thank you for your interest in the Building Better Regions Fund.*

#### Comments:

The WSHA met on Tuesday 7 August 2018 and resolved the following:

*That the Wheatbelt South Aged Housing Alliance continues with the Business Case for the Wheatbelt South Aged Housing Alliance – Aged Housing Project.*

At the Shire of Wickepin Lifestyle Retirement Committee meeting held on Wednesday 8 August 2018 the following resolution was passed by the Committee.

*That the Lifestyle Retirement Committee recommend to Council that Council sign the Financial Assistant Agreement for the Royalties for Region Project, Regional Aged Accommodation for funding up to \$20,000 to refine the Business Case for the Wheatbelt South Aged Housing Alliance – Aged Housing Project.*

As the Shire of Wickepin is the lead agency the Department of Primary Industries And Regional Development has forwarded the Financial Assistant Agreement for the Royalties for Region Project, Regional Aged Accommodation for funding up to \$20,000 to refine the Business Case for the Wheatbelt South Aged Housing Alliance – Aged Housing Project, for signing by the Shire of Wickepin along with the attachment of the Shire of Wickepin's Common Seal.

In April 2018 the WSAHA made an application for \$1,642,200 in funding under the Regional Aged Accommodation Program (RAAP) to deliver the Wheatbelt South Aged Housing Alliance: Aged Housing Project. The project aims to construct 20 Independent Living Units (ILUs) in the Wheatbelt Shires of Corrigin, Cuballing, Kondinin, Narrogin and Wickepin. \$20,000 in funding has been allocated to the Shire of Wickepin to refine the Business Case for the WSAHA Project. In refining the Business Case the Shire of Wickepin is required to develop a more robust options assessment for the Project considering both modular and in situ construction, as well as an alternative number of ILUs to be constructed. The revised application for funding is to be provided to the Department of Primary Industries and Regional Development by 15 December 2018 to be reconsidered for the remaining funding under the Regional Aged Accommodation Program. The remaining funding is \$7.64 million.

The deliverables outlined in the FAA are as follows:

<i>Deliverables</i>	<i>Performance Measures</i>	<i>Performance method Measure</i>	<i>Milestone</i>	<i>Payment details and timing</i>	<i>Payment Amount \$</i>
<i>Funding Agreement Executed</i>	<i>Execution of Funding Agreement</i>	<i>Funding Agreement signed by both Parties</i>	<i>August 2018</i>	<i>Payment will be authorised within 20 business days upon acceptance that the deliverable has been met.</i>	<i>20,000</i>
<i>Revised Application</i>	<i>Revised application for RAAP funding, inclusive of a more robust options assessment for the project.</i>	<i>Revised application for RAAP funding and submitted to the Department by the 15 December 2018</i>	<i>15 December 2018</i>		
<i>Completion of the Project including all of the Recipient's Obligations</i>			<i>15 December 2018</i>	<i>Total Payment Amount</i>	<i>20,000</i>

### Statutory Environment:

Financial Assistant Agreement for the Royalties for Region Project, Regional Aged Accommodation

#### Standing Orders – Local Law

##### **21.2 Custody and Use of Common Seal**

*The Chief Executive Officer shall have charge of the common seal of the Council and shall be responsible for the safe custody and proper use of it.*

##### **21.3 Seal not to be Improperly Used**

*Except as required by law, or in the exercise of the express authority of the Council, the Chief Executive Officer shall not use the common seal of the Council.*

#### Local Government Act 1995

##### **9.49A. Execution of documents**

- (1) A document is duly executed by a local government if —
  - (a) The common seal of the local government is affixed to it in accordance with subsections (2) and (3); or
  - (b) It is signed on behalf of the local government by a person or persons authorised under subsection (4) to do so.
- (2) The common seal of a local government is not to be affixed to any document except as authorised by the local government.
- (3) The common seal of the local government is to be affixed to a document in the presence of —
  - (a) The mayor or president; and
  - (b) The chief executive officer or a senior employee authorised by the chief executive officer,
 Each of whom is to sign the document to attest that the common seal was so affixed.
- (4) A local government may, by resolution, authorise the chief executive officer, another employee or an agent of the local government to sign documents on behalf of the local government, either generally or subject to conditions or restrictions specified in the authorisation.
- (5) A document executed by a person under an authority under subsection (4) is not to be regarded as a deed unless the person executes it as a deed and is permitted to do so by the authorisation.

- (6) A document purporting to be executed in accordance with this section is to be presumed to be duly executed unless the contrary is shown.
- (7) When a document is produced bearing a seal purporting to be the common seal of the local government, it is to be presumed that the seal is the common seal of the local government unless the contrary is shown.

**Policy Implications:**

No Policy

**Financial Implications:**

**Project Budget**

Item of Expenditure	Budget (\$)	Source of Funds
Development of a detailed Options Assessment	20,000	Royalties for Regions
Total Budget	20,000	

The \$20,000 has been included in the 2018/2019 Budget Estimates which is to be adopted by council on 15 August 2018.

**Strategic Implications:**

Fits within Goal 9 of the 2018/2028 Strategic Community Plan.

# community

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

SHORT TERM STRATEGY	MEDIUM TERM STRATEGY	POINT OF MEASUREMENT	10 YR OUTCOME
<p>9.1 Facilitate a meeting in the Shire of Wickepin of the local and regional health, social and crime prevention agencies to raise drug and alcohol issues</p> <p>9.2 Meet with the Wickepin Community Resource Centre to identify common community priorities including but not limited to youth activities as well as forward plan events</p> <p>9.3 With the Wickepin Community Resource Centre target activities at early years, primary and secondary students particularly during the school holiday period</p>	<p>9.4 Advocate for the continuation of State Government support for the Wickepin Community Resource Centre</p> <p>9.5 With the Community Resource Centre, help to communicate and action progress association / organising committee priorities and projects</p>	<ul style="list-style-type: none"> <li>- Wickepin Community Resource Centre is retained</li> <li>- Positive social behaviour in our communities</li> <li>- Improved offering and frequency of youth activities</li> <li>- Events across the Shire do not conflict with other local or regional events</li> <li>- Amount of formal communication with progress associations / organising committees across the Shire</li> </ul>	<p>Children and youth are retained and engaged</p> <p>Our community is safe</p> <p>Our community understands the impact of anti-social behaviour both personally and on the community</p>
<p>9.6 Continue to advocate and prepare for the Wheatbelt South Aged Housing Alliance (WSAHA) project</p>	<p>9.7 Seniors are encouraged and able to age in place</p>	<ul style="list-style-type: none"> <li>- WSAHA aged housing project is delivered</li> </ul>	<p>The elderly can age in place</p>
<p>9.8 Continue to provide a high standard waste management service</p> <p>9.9 Continue to educate the community about recycling</p>		<ul style="list-style-type: none"> <li>- Number of positive and negative comments about waste services</li> <li>- Recycling increases across the Shire (tonnes increase)</li> </ul>	<p>Waste management practices are best practice</p>

### Recommendations:

That the CEO and President sign and place the common seal on the Financial Assistant Agreement for the Royalties for Region Project, Regional Aged Accommodation for funding up to \$20,000 to refine the Business Case for the Wheatbelt South Aged Housing Alliance – Aged Housing Project

### Voting Requirements:

Simple majority.

### Council Decision: Resolution No 150818-

Moved Cr / Seconded Cr

Carried /

Governance, Audit and Community Services

**10.2.07 – Adoption Community Strategic Plan 2018-2028**

Submission To:	Ordinary Council
Location / Address:	Whole Shire
Name of Applicant:	Mark J Hook, Chief Executive Officer
File Reference:	CM.PLA.401
Author:	Mark J Hook, Chief Executive Officer
Disclosure of any Interest:	
Date of Report:	6 August 2018

**Enclosure/Attachments:**

Shire of Wickepin 2018 - 2028 Strategic Community Plan.

**Summary:**

Council is being requested to adopt the 2018 - 2028 Strategic Community Plan

**Background**

The Shire of Wickepin appointed Caroline Robinson, Executive Officer of the Wheatbelt Business Network to undertake a new Strategic Community Plan for 2018 to 2028.

**Comments:**

The 2018 - 2028 Strategic Community Plan has been to a number of workshops and Forum sessions over the last year and it is finally ready for adoption by council. The 2018 - 2028 Strategic Community Plan was put out for Community comments and all comments received have been incorporated into the revised plan.

**Statutory Environment:***Local Government Act 1995***5.56. Planning for the future**

- (1) *A local government is to plan for the future of the district.*
- (2) *A local government is to ensure that plans made under subsection (1) are in accordance with any regulations made about planning for the future of the district.*

*[Section 5.56 inserted by No. 49 of 2004 s. 42(6).]*

**5.57, 5.58.** *Deleted by No. 49 of 2004 s. 42(6).]*

*Local Government (Administration) Regulations 1996***19C. Strategic community plans, requirements for (Act s. 5.56)**

- (1) *A local government is to ensure that a strategic community plan is made for its district in accordance with this regulation in respect of each financial year after the financial year ending 30 June 2013.*
- (2) *A strategic community plan for a district is to cover the period specified in the plan, which is to be at least 10 financial years.*



- (3) *A strategic community plan for a district is to set out the vision, aspirations and objectives of the community in the district.*
- (4) *A local government is to review the current strategic community plan for its district at least once every 4 years.*
- (5) *In making or reviewing a strategic community plan, a local government is to have regard to —*
  - (a) *the capacity of its current resources and the anticipated capacity of its future resources; and*
  - (b) *strategic performance indicators and the ways of measuring its strategic performance by the application of those indicators; and*
  - (c) *demographic trends.*
- (6) *Subject to subregulation (9), a local government may modify its strategic community plan, including extending the period the plan is made in respect of.*
- (7) *A council is to consider a strategic community plan, or modifications of such a plan, submitted to it and is to determine\* whether or not to adopt the plan or the modifications.*  
*\*Absolute majority required.*
- (8) *If a strategic community plan is, or modifications of a strategic community plan are, adopted by the council, the plan or modified plan applies to the district for the period specified in the plan.*
- (9) *A local government is to ensure that the electors and ratepayers of its district are consulted during the development of a strategic community plan and when preparing modifications of a strategic community plan.*
- (10) *A strategic community plan for a district is to contain a description of the involvement of the electors and ratepayers of the district in the development of the plan or the preparation of modifications of the plan.*

[Regulation 19C inserted in Gazette 26 Aug 2011 p. 3483-4.]

**Policy Implications:**

Nil

**Financial Implications:**

Nil

**Strategic Implications:**

Adoption of new Strategic Community Plan

**Recommendations:**

That council adopt the 2018 – 2028 Strategic Community Plan as presented.

**Voting Requirements:**

Absolute Majority.

**Council Decision:** Resolution No 150818-

Moved Cr / Seconded Cr

That council adopt the 2018 – 2028 Strategic Community Plan as presented.

Carried /

Governance, Audit and Community Services

**10.2.08 – WBS RRG – Wheatbelt South Secondary Freight Project**

Submission To:	Ordinary Council
Location / Address:	Whole Shire
Name of Applicant:	Wheatbelt South RRG President Katrina Crute
File Reference:	RD.PRG.2616
Author:	Mark J Hook, Chief Executive Officer
Disclosure of any Interest:	
Date of Report:	6 August 2018

**Enclosure/Attachments:**

Nil

**Summary:**

Council is being requested to support the Wheatbelt South Regional Rod Group Secondary Freight Routes Project and allocate \$6,000 in the 2018/2019 Budget Estimates to co-fund the Wheatbelt South Regional Rod Group Secondary Freight Routes Project development subject to a successful Building Better Regions Program application. Show support for the Wheatbelt South Regional Rod Group Secondary Freight Routes Project by authorising the CEO to prepare and sign a letter of support in favour of an application for Federal Government funding under the Building Better Regions Program to develop the Wheatbelt South Regional Rod Group Secondary Freight Routes Project

**Background**

The CEO has received the following email from the Chair of the Wheatbelt South Regional Road Group Katrina Crute Shire President Shire of Brookton.

*At the most recent meeting of the WBS RRG the delegates asked me to write to you all requesting that all Council's reaffirm their commitment to the Wheatbelt Secondary Freight Project and commit \$6000 in their 19/20 budgets as the co-contribution required from all 42 LG's for the funding application we will be submitting over the coming months to undertake the detailed planning and design works to enable us to have a Level 4 Infrastructure Australia Submission prepared. We acknowledge that a lot of councillors will not be intimately aware of the project, so to that end Garrick Yandle together with the Working Group have prepared a detailed Briefing document that we would like you to include with the agenda item for your councillors. We are requesting that all LG's present the motion as is below, our intent is to have 42 LG's adopted the exact same position, so that we continue to present a united front. It is this collaboration and agreement that is getting us significant traction both at a Federal and State Government Level. We would like you to present this recommendation and supporting documentation to your councils in the August round of Council meetings, following these meetings we would like you to write back to me as Chair of WBS RRG confirming the motion that was passed by council. For those that aren't away the WSFR Project has been working on this project since mid-2016; the project stemmed from considerable work done by both WBS & WBN in looking at their road networks in attempt to improve connectivity through our RRG funding and road projects. This mapping process started in 2014, once the RRG together with Main Roads identified that improving the connectivity was a major project that would bring significant economic benefit to the Ag Region a working group was formed and RDA via Juliet Grist helped us obtain initial funding to further progress this as a regional road project. The last 2 ½ years have seen considerable work undertaken by all 42 LG's and the working group to get this project to a point where we are starting to have constructive and positive meetings with the State Government, Federal Government, Infrastructure Australia, Freight & Logistics Council WA, CBH and other key*

stakeholders. Hopefully this provides your councils with sufficient information about the background of the project and the plan going forward to enable them to provide the working group with formal support, so we can continue to work for what is a significant regional project for Wheatbelt Region.

**That Council:**

1. **Notes the Secondary Freight Routes Project Development report;**
2. **Supports the strategic intent of the Secondary Freight Routes project;**
3. **Authorises the Chief Executive Office to prepare and sign a letter of support in favour of an application for Federal Government Funding under the Building Better Regions Program to develop the Secondary Freight project; and**
4. **Endorses in principle an allocation of \$6,000 in 2019/20 to co-fund Secondary Freight Route Project development subject to a successful Building Better Regions Program application.**

Should you require further information please do not hesitate to contact me. Thank you for your ongoing support of this project; it is appreciated by the working group.

The following email was received from the RRG Chair Katrina Crute on the 8/08/2018

*There seems to be some confusion between the briefing document and the proposed recommendation; can you please change the proposed recommendation to reflect 2018/19 budget year, this will then match the briefing note that has been prepared. We are still seeking clarification on when exactly the funds will be required, but to be on the safe side if we say 18/19 we won't get caught short.*

**Comments:**

Following is a Briefing Note supplied by the Wheatbelt North and Wheatbelt South Regional Road Groups.

*The Wheatbelt Secondary Freight Route (WSFR) network in the Main Roads WA Wheatbelt region comprises some 4,400km of Local Government managed roads that connect with State and National highways to provide access for heavy vehicles into the region. These roads are intended to enable large, high productivity trucks safe and cost effective access to business. The WSFR project is developing a business case, with the supporting evidence and documentation required, to seek the addition of a program of road improvements across the network be added to the Infrastructure Australia Priority List.*

**WSFR WORKING GROUP**

*The project is being driven by local government authorities associated with the Regional Road Groups of the Wheatbelt Region. The project is intended to support and contribute to other work being undertaken by Main Roads WA, the Department of Transport and the Department of Primary Industries and Regional Development that is considering strategic transport investments across the agricultural regions through the Revitalising Agricultural Regional Freight (RARF) project.*

*A project Working Group has been established consisting of representatives from the following organisations:*

- *Wheatbelt North Regional Road Group (WN RRG)*
- *Wheatbelt South Regional Road Group (WS RRG)*
- *WA Local Government Association (WALGA)*
- *Regional Development Australia - Wheatbelt (RDA-W)*
- *Main Roads WA-Wheatbelt Region (MRWA-WR)*
- *Wheatbelt Development Commission (WDC)*

*The project has been encouraged by indications from the Federal Government that they are keen to receive well developed business cases for investment in nationally significant supply chains, with the Working Group developing the Wheatbelt Secondary Freight Routes project. Secondary Freight Routes connect with State and National highways, providing access for heavy vehicles into the region, allowing trucks safe, cost effective access to businesses.*

### **GOAL - INFRASTRUCTURE AUSTRALIA INFRASTRUCTURE PRIORITY LIST**

*The immediate goal is the inclusion of the WSFR project on the Infrastructure Australia Infrastructure Priority List (IPL), which is a prioritised list of nationally significant investments. It provides decision makers with advice and guidance on specific infrastructure investments that will underpin Australia's continued prosperity. Infrastructure Australia is seeking submissions for the next update of the Infrastructure Priority List, which will be published in February 2019. The long term goal is to obtain funding support from the Federal Government for a broadly estimated, \$500 million capital works program over 10 - 20 year timeframe to bring the network up to a fit for purpose standard for current and anticipated future needs. In order to be considered for this list Infrastructure Australia require a Stage 4 Business Case submission. Led by the Wheatbelt North and Wheatbelt South Regional Road Groups, work is underway to secure the funds needed to do the work required to formally submit the Wheatbelt Secondary Freight Routes proposal for consideration by Infrastructure Australia. RDA Wheatbelt (RDAW) have provided seed funding of approximately \$80k to support project scoping with the aim of securing the \$2 million to \$5 million (depending on the findings) needed to development an investment ready business case. The project development costs are likely to be of the order of 1% of the final investment. To be confident that sufficient funds are available before starting the detailed planning, engineering and costing, preliminary data has been collected from Local Governments concerning roads that have been identified as part of the network. These works constitute components associated with the development of Stages 1 and 2 of Infrastructure Australia's IPL submission process. The WSFR Working Group proponents are currently investigating funding options for funding the Stage 4 IPL submission of up to \$5M. This has primarily sought State Government support of \$1.25 million cash through the Leverage Fund, administered by the Department of Primary Industries and Regional Development, conditional upon Federal cash support of \$3.5 million through an application to the Building Better Regions Fund and Local Government cash and in-kind support of \$350,000. These funds will be utilised to prepare complete and compliant Stage 1 to Stage 4 submissions to Infrastructure Australia. If successful, this will result in the project being added to the Infrastructure Priority List, facilitating conversations with the Federal Government for capital funding contributions.*

### **AUSTRALIAN FEDERAL GOVERNMENT – INQUIRY INTO NATIONAL FREIGHT AND SUPPLY CHAIN PRIORITIES**

*The Federal Government has announced the Roads of Strategic Importance (ROSI) initiative. The aim of this initiative is to implement actions that address findings from the Inquiry into National Freight and Supply Chain Priorities. The Federal Government has allocated \$3.5 billion over the next decade*

through the new Roads of Strategic Importance (ROSI) initiative, to ensure key freight roads efficiently connect agricultural and mining regions to ports, airports and other transport hubs. The Major Project Business Case Fund will also provide an Australian Government contribution towards planning and business case development on projects with clear strategic merit. The Fund will facilitate earlier Australian Government engagement in the project planning stage to ensure broader Commonwealth objectives are considered as projects are developed. \$250M has been allocated towards planning and business cases development works on projects across the country, as priorities are identified through ongoing consultation with state and territory governments. In July 2017 RDA Wheatbelt of behalf the Wheatbelt RRG submitted a full paper to the National Freight and Supply Chain Priorities Inquiry (July 2017 RDA Wheatbelt Inc Submission to the Inquiry into National Freight and Supply Chain Priorities), which discusses the various issues in relation to the need for the WSFR project to receive priority. This paper outlined the fundamental issues that will be addressed by this project are the growing and changing freight task, consolidation of grain receival facilities, increasing use of larger vehicles, pressure to increase supply chain productivity, poor road safety outcomes and the lack of available capital to meet requirements. The efficiency of supply chains serving industries in the Wheatbelt region is determined by the performance of the weakest link. Failure to maintain and improve productivity of the secondary freight network will reduce the international competitiveness of the Wheatbelt agricultural sector, which underpins employment and economic activity in the region. Transport links need to be addressed if the production of this sector is to be supported.

**WA STATE GOVERNMENT – DEPARTMENT OF TRANSPORT: REVITALISING AGRICULTURAL REGIONAL FREIGHT PROJECT**

Separately Western Australian Department of Transport (DoT) in association with Department of Industry and Regional Development (DPIRD) and Main Roads WA are developing a strategy and investment proposals to support improvements to freight related infrastructure in the agricultural regions. The project team is working to ensure that the need for investment in Local Government roads (secondary freight routes) is reflected in the analysis to ensure these don't remain the weakest link in the supply chain. The WSFR Working Group has submitted a draft submission to the RARF project which outlines the process undertaken so far as part of the WSFR project, route identification, data collection, project scoping and costing, business case development and initial route prioritisation. This submission is on behalf of all local governments associated with the Wheatbelt RRG. It focuses on the priorities of local government roads within the region. WSFR Working group will continue to work with MRWA WR and WDC as part of the RARF project consultation, and see this consultation as ongoing throughout the course of 2018 and beyond. The WSFR is representative of the views of all Wheatbelt local governments through the RRG, will be the key local government consultation point for the RARF Project. The Committee through its membership is in regular consultation with both MRWA WR and WDC, as part of our project development.

**PROPOSED BUDGET AND FUNDING OPTIONS**

The draft budget and potential funding options are summarised as follows

<b>Capital Cost</b>	<b>\$500M</b>	<b>Details</b>
Planning Cost	\$5M	~1% of capital cost
Federal Government	\$3.5M	BBRF - requires co-contribution; or Major Project Business Case Fund
WA State	\$1.25M	DPIRD Leverage Fund

<i>Government</i>		<i>DoT – RARF</i>
<i>Local Government</i>	\$250K	<i>Approx. - \$6K each from 42 LGAs</i>

*Feedback from DPIRD regarding the Leverage Fund application of \$1.2M by RDA-Wheatbelt on behalf of WSFR, was that the application was considered better suited for MRWA consideration and to link into with the current RARF project work given the significant alignment between the two sets of work. It was recommended that the WSFR Working Group continue to pursue their relationship with DoT and MRWA to ensure the requirements of the WSFR are adequately included in the RARF activities. The WSFR Working Group has continued on-going discussions and consultation with RARF via Main Roads WA-WR and WDC as directed by DPIRD.*

### **ADVOCACY AND CONSULTATION**

*The working group is continuing to use every opportunity to promote and seek support for the proposal with stakeholders, the community and political leaders at Federal and State level. It will be helpful if Local Governments can support this effort. The way in which this is done will depend on the audience and the key issues in your area. However, the common messages are:*

- 1. Industry and jobs depend on an efficient supply chain in order to remain internationally competitive;*
- 2. The supply chain is only as strong as the weakest link, which are typically the connections to the major highways;*
- 3. The size, weight and productivity of trucks has increased and is expected to continue to do so;*
- 4. The road freight task has increased and is expected to continue to do so;*
- 5. Local Governments in the Wheatbelt Regions are spending more than \$100m per year maintaining roads. To make this expenditure more efficient, some roads need to be upgraded to a higher standard as they were not designed for the purposes for which they are now used;*
- 6. This proposed project is a step change for a defined network. Once delivered it will contribute to lower freight costs, lower road network operating costs and a safer road network.*

*At the Federal level Ministers Corman and Porter as well as Members Melissa Price and Rick Wilson have received a briefing. At the State level, Ministerial advisers and senior department staff have been briefed and discussions held with local members Darren West and Mia Davies.*

*State support for an application to Infrastructure Australia will be critical. The project team is seeking to ensure that this work supports and is supported by other project work being undertaken by the Department of Transport in conjunction with Main Roads WA and the Department of Primary Industries and Regional Development analysing strategic freight issues. It also builds on work completed in 2017 looking specifically at the agricultural lime freight task.*

*A summary of consultation undertaken is as follows: Organisation*

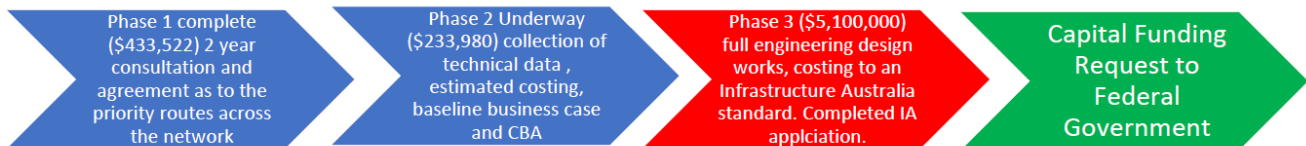
<b>Organisation</b>	<b>Personnel</b>	<b>Details</b>
Local Government	42 LGAs RRG WN and WS	Project scoping Data collection Technical Representatives
Federal Government	McCormack and McVeigh Ministers Corman and Porter Members Melissa Price and Rick Wilson RDA Wheatbelt	Advisor Briefing Teleconference Summary Documentation
State Government	DPIRD - Minister MacTiernan DoT – Minister Saffioti RAFT MRWA WR WDC	State Leverage Fund – requested \$1.25M RARF Submission In-principle support Communication conduit
Industry	CBH Ag Lime WA	Match priority routes Lime Strategy
Infrastructure Australia	Nicole Lockwood (Director)	Advice on IA Stage 3 – 4 submission Assistance at each step
Freight and Logistics Council	Kellie Houlahan (Policy Adviser)	Conduit to State Government

### **AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION - NATIONAL LOCAL ROADS AND TRANSPORT CONGRESS**

*In November 2017 Cr Ricky Storer, President of the Shire of Koorda and Chair of the WN RRG, delivered a presentation outlining the proactive, collective approach of Wheatbelt Councils to the regional freight challenges and the outcomes that would result from investment in secondary freight routes in the Wheatbelt at the Australian Local Government Association National Local Roads and Transport Congress. The Hon Darren Chester, Minister for Infrastructure and Transport as well as Acting Minister for Regional Development and Local Government delivered a presentation during the same session which was attended by a number of senior Federal Government officers and more than 200 Local Government delegates from around Australia.*

### **PROJECT METHODOLOGY**

*Over the last 2 years 42 Local Government authorities across the Wheatbelt region have collaborated to identify priority routes across the Secondary Freight Network and have also participated in a technical data collection process led by the Shire of Dandaragan to estimate costs, preparation of a business case and a cost benefit analysis of the work to be undertaken. The in-kind investment by Local Government to date, facilitated through the RRG, is estimated to be well in excess of \$750,000. The work flow is currently nearing the end of Phase 2 and seeking resources to support Phase 3. No capital funding request can occur without Phase 3 being completed (a requirement of the Federal funding processes for capital projects over \$100m). Two workshops were undertaken in March 2018 that reviewed the road and traffic data available. The Technical Representatives from each of the Regional Road Group Sub-groups were invited to participate in these workshops, along with Main Roads WA staff and other stakeholders. The workshops provided direction to the consultants that have been commissioned by RDA Wheatbelt to prepare the funding submission for Building Better Regions Fund.*



### Phase 1: Scoping

1. Assessment of the condition of the existing road network (based on available data supplemented with consultation and field investigations) covering the identified secondary freight network.
2. Development of transport modelling to inform scope and design criteria.
3. Development and agreement as to the scope and standards required across the 80+ routes.
4. Development of concept design to facilitate a P50 cost estimate for the 80+ routes (including methodology to determine costings across a large road network with limited data).
5. Assessment and prioritisation of routes for a program of delivery including supporting justification for costs and benefits within a business case framework.

The cost estimating process for this phase will require input from a number of disciplines including the following consultants;

- geotechnical
- environmental
- consultation
- transport and traffic engineering
- civil engineering

### Phase 2: Preparation of Business Case and BBRF application

This phase is used to undertake the work required to compile the evidence and complete the business case to support the submission for the required funding amount (determined from Phase 1). Completion of this Phase is subject to finalisation of the required co-contributions based on the figure calculated in Phase 1. RDA Wheatbelt is providing seed funding for this Phase to be completed subject to the agreement of RRG North and South in relation to meeting the required minimum co-contribution level. The required co-contributions are set by the Federal Government based on the physical location of the benefit of the project. For areas classified as Remote or Very Remote the required co-contribution is 25% of the project amount (i.e. \$1 for every \$3 of grant funding). For other classifications it is \$1 for \$1.

Tasks to complete Phase 2 include the following:

1. Undertake problem definition and needs assessment
2. Develop opportunity statement based on potential benefits of the project
3. Quantify benefits of undertaking the work against the following areas:
  - a. Criteria 1: Economic Benefit
  - b. Criteria 2: Social Benefit
4. Provide Input as necessary into the following areas
  - a. Criteria 3: Value for Money
  - b. Criteria 4: Project Delivery



5. Collation of business case and supporting evidence for inclusion in BBRF application

**PROJECT SCOPING**

This process has been an excellent example of a large number of local governments (42) working together on a common strategic regional priority. To date, local government staff has provided a large amount of information and data in an in-kind capacity. The key undertakings of the project so far are:

1. Identification of nominated WSFR roads based upon a simple criteria developed by RRG with routes that:
  - i. Listed on Roads 2030.
  - ii. Regional Distributor that connects Regional Centres or major freight generating locations.
  - iii. Parallel routes not to be closer than 20km apart.
  - iv. Route not to duplicate or replace existing freight routes on State or National Highways.
  - v. Routes serving significant recent increases in regional freight that is anticipated to be sustained.
2. Determination of basic project framework and minimum design standards.
3. Road condition assessment of all identified roads across 42 local governments against minimum design standards.
4. High level scope of works and order of magnitude costs for upgrades required.
5. A summary of data collection and assessment across the 42 local of governments for both Wheatbelt north and south is:

	Route Length Km	Proposed Works Km	Proposed Length %	Indicative Cost \$
Wheatbelt North	1,608	1,134	71	\$ 197,000,000
Wheatbelt South	2,729	1,717	63	\$ 296,000,000
Total	4,337	2,851	66	\$ 493,000,000

**BUSINESS CASE**

The WSFR engaged economic consultant, Pracsys, to develop a BBRF business case for the planning and staging prioritisation of the secondary freight routes. This planning work will inform the strategic allocation of road capital works funding provided to LGAs in the region, identifying the economically optimal sequence for developing the network and ensuring that roads are designed and constructed to an optimal standard from a 'whole-of-life' asset management perspective. If successful, BBRF funding will allow for the development of a detailed scope of works that will form the basis for a subsequent submission for Infrastructure Australia funding. It will therefore be important to consider the benefits associated with both the initial planning stage, and broader project, within the BBRF Business Case.

The methodology was divided into two components:

1. Phase 1: Estimating Benefits High Level at an IA IPL submission level and for the BBRF proposal it is recommended that a Benefit Cost Ratio (BCR) of at least 1.2 be targeted as lower levels are unlikely to attract funding under the BBRF. In addition, a \$30 million impact threshold applies to IA funding applications. This phase will be used to understand and produce high level estimates of project benefits, informing a 'go/no go' decision for phase 2.
2. Phase 2: Developing a BBRF CBA and Business Case Based on the outcomes of Phase 1, document a concise Cost-Benefit Analysis and Business Case in support of the BBRF submission

**Estimating Planning Benefits**

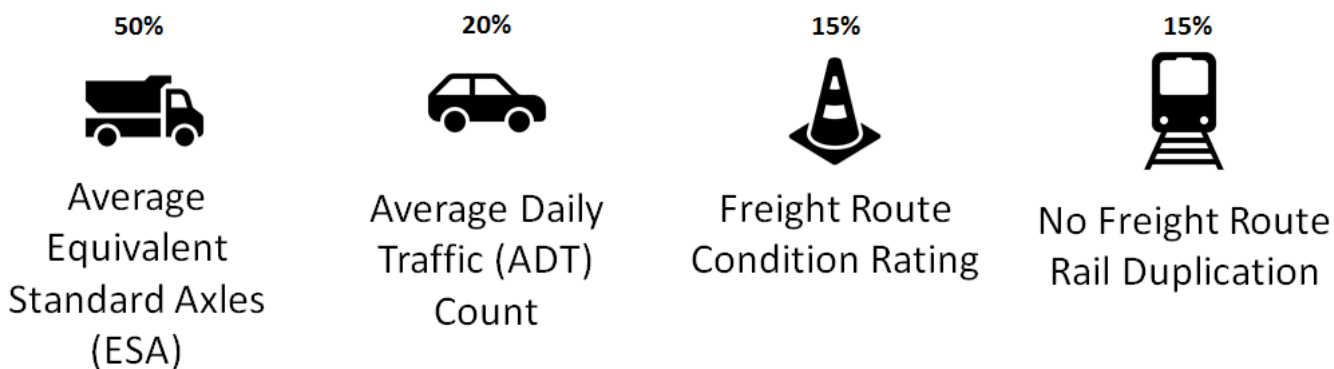
The benefits attributable to the Wheatbelt secondary freight routes prioritisation planning process were outlined and in turn used to provide a preliminary prioritisation of works for internal review. Benefits were calculated where possible, however some benefits are unquantifiable, and other benefits are best left for in-depth quantification in the detailed planning phase. The methodology included:

- Investigate plausible project benefits and compare to typical costs
- Apply assumed BCRs to hypothetical 100km works segments (over 5 to 10 years)
- Conduct comparison of net benefit using scenarios  
 Scenario A: Conduct works without strategic planning – using randomised project sequence  
 Scenario B: Conduct works based on strategic planning - using an optimised project sequence

The detailed planning exercise is expected to achieve a benefit in the order of \$20 million based solely on the benefits gained from freight route prioritisation.

**Initial Prioritisation System**

The WSFR were evaluated on a route-by-route basis to give an early indication of their relative upgrade priorities. The evaluation conducted was a Multiple Criteria Analysis (MCA) assessing the following criteria weightings – this may be added to in future:



Attachment 1 shows the initial first draft of the staging plan and prioritisation process. This will evolve as further planning is undertaken and additional data collected.

**PROPOSED DELIVERY METHODOLOGY**

The Working Group is currently investigating a number of delivery methods for the development of the IA Stage 4 submission. These will largely be dependent upon the level of funding available. The options considered include complete outsourcing of the project, or a collaborative delivery method undertaken by the RRG and its associated LGA staff with various levels of support from consultants

and/or Main Roads WA staff. The more collaborative model provides the opportunity to utilise the technical skills of staff within the region that have the greatest understanding and knowledge of the road network and its associated issues. It also allows for collaboration amongst all stakeholders and working party members, as well the opportunity for information sharing, capacity building and upskilling. The latter approach would entail local government and state government agency staff working together to deliver a project with regional benefits.

The proposed delivery options are:

**Option A - Fully Funded – Consultant Delivery**

- \$5M
- Technical Consultant
  - Full project delivery
  - Target greater number of routes
  - Wider scale technical input
- Local Government
  - Project Management
  - Input from Technical Working Group
- MRWA
  - Technical Support
  - Review

**Option B - Partially Funded – RRG Delivery**

- \$1M - \$5M depending upon funding levels
  - LGA project team could be funded or In-kind.
  - MRWA FTE
  - WDC FTE
- LGA – Project Delivery Team
  - LGA Driven
  - Technical Working Group
  - Project Delivery Team
  - Technical Consultant
- Technical Consultant
  - Funding used for specific technical purposes
  - Targeted technical input
  - Prioritised routes
  - Economic assessment and business case development

**IMPLICATIONS FOR LOCAL GOVERNMENT**

*in-kind support from staff and Councillors at 42 Local Governments who have provided data so far is greatly appreciated.*

1. *Road Group Sub Groups have undertaken ongoing consultation via the Sub-groups and Technical Representative regarding outcomes being requested through this project to ensure they properly reflects the needs of LGAs in progressing the WSFR network. It would be of value if each Shire could ensure their representative receives these monthly updates (you can add them to the mailing list through [admin@rdawheatbelt.com.au](mailto:admin@rdawheatbelt.com.au))*
2. *Cash Co-contributions are requested from LGA with a contribution of \$6,000 per local government being requested to provide an overall contribution of \$250,000 across the 42 LGA. It is requested that these funds come from 2018/19 budgets and request each LGA to draft an Agenda Item – August or September Council Meetings*
3. *Shire of Dandaragan will be undertaking the project management role for this application (should it proceed) on behalf of all 42 local governments (thankyou Dandaragan).*
4. *It is still the intention to seek other forms of co-contribution for this project as outlined.*
5. *The Working Group will continue to work towards the development of a Technical Working Group and Project Delivery Team. It will seek to identify potential resources for these roles through the RRG and nominations via Sub-groups and their respective LGAs. Positions within these groups may be either funded or in-kind depending upon funding available or the ultimate delivery methodology.*

**Statutory Environment:**

Nil

**Policy Implications:**

No Policy

**Financial Implications:**

Estimated contribution of \$6,000 in the 2018/2019 Financial Year

**Strategic Implications:**

Fits with in Goal one of the 2018 2028 Strategic Community Plan

GOAL 1: Roads are a key economic driver across the Shire			
SHORT TERM STRATEGY	MEDIUM TERM STRATEGY	POINT OF MEASUREMENT	10 YR OUTCOME
1.1 Annual review of the performance and structure of Shire owned roads	1.2 Plant and equipment maintenance and replacement is planned for 1.3 Identification of road maintenance and improvements in the Asset Management Plan 1.4 Engagement of neighbouring Shires and key stakeholders in the Secondary Freight Route Project	-RAV ratings -Number of positive and negative complaints received -Traffic count data reflects usage and investment required -Number of accidents attributed to road condition -Retention of works staff is higher than industry average -Roads can handle weather conditions -Level of funding secured and % spent in the Shire	Road infrastructure meets the freight task and is sustainable in the long term

The key priorities (based upon survey results and number of discussions in which these arose) that the community identified during the process included:

**HIGH PRIORITY** — Maintenance and improvement of road infrastructure

**Recommendations:**

That council:

1. Notes the Secondary Freight Routes Project Development report;
2. Supports the strategic intent of the Secondary Freight Routes project;
3. Authorises the Chief Executive Office to prepare and sign a letter of support in favour of an application for Federal Government Funding under the Building Better Regions Program to develop the Secondary Freight project; and
4. Endorses in principle an allocation of \$6,000 in 2018/19 to co-fund Secondary Freight Route Project development subject to a successful Building Better Regions Program application.

**Voting Requirements:**

Simple majority.

**Council Decision: Resolution No 150818-**

Moved Cr / Seconded Cr

That council:

1. Notes the Secondary Freight Routes Project Development report;
2. Supports the strategic intent of the Secondary Freight Routes project;
3. Authorises the Chief Executive Office to prepare and sign a letter of support in favour of an application for Federal Government Funding under the Building Better Regions Program to develop the Secondary Freight project; and
4. Endorses in principle an allocation of \$6,000 in 2018/19 to co-fund Secondary Freight Route Project development subject to a successful Building Better Regions Program application.

Carried /

Governance, Audit and Community Services

**10.2.09 - Pingelly Wickepin Road – Clearing Pruning Trees**

Submission To:	Ordinary Council
Location / Address:	Location 3472, 1,20 Pingelly Wickepin Road
Name of Applicant:	Philip, Julie, Toby, Chad Russell
File Reference:	A6631
Author:	Mark J Hook, Chief Executive Officer
Disclosure of any Interest:	Cr Julie Russell - Proximity - Owner of Land & Fence In Question
Date of Report:	10 August 20108

**Enclosure/Attachments:**

1. A Guide to the Exemptions and Regulations for Clearing Native Vegetation
2. A guide to the exemption for clearing native vegetation for maintenance in existing transport corridors
3. Information for maintaining existing transport corridors
4. Native Vegetation Fact Sheet 9 - Clearing limited to five hectares a year (limited clearing exemptions)
5. Minutes Wickepin Development Group 9/08/1979
6. Letter to Shire of Wickepin from Wickepin Development Group
7. Letter from Town of Narrogin 8/05/1990

**Summary:**

Council is being requested to approve the removal and pruning of the trees along the fence lines of Location 3472 Location 1 and Location 20 for the purpose of installing new fencing on these locations.

**Background**

This matter was laid on the table at the 18 July 2018 Ordinary Meeting of Council with the following resolution:

**Council Decision:****Resolution No: 180718-09*****Moved Cr Sarah Hyde / Seconded Cr Nathan Astbury******This item has been laid on the table for further research and discussion by Council.******Carried 7 / 0***

The Chief Executive Officer and the Manager of Works has met with local persons involved in the planting of the trees as requested and the following information is provided:

- The trees were planted some thirty years ago around 1979 - 1982
- They were planted by the Wickepin Community Development Group by local Community members
- They were maintained in the early years by the community (watered using Fire Truck)
- This matter has been raised on a number of occasions by the current land owners
- Only a verbal agreement to move fence in with previous owners on the East Side
- Road has been ripped along the side of the road for the tree roots 3 to four years ago

Discussions have been held with Philip Russell and he has advised that his preference is to have the trees removed. The CEO discussed Council purchasing the land on the East Side so that the fence could stay in its current alignment; this was not supported at this stage. One of the reasons given for the removal of the trees was that due to the high numbers of planted trees it is a major maintenance issue to keep pruning the trees to keep them clear off the fence. On the East side of the Pingelly Wickepin Road there is approximately 112 River Gum trees and on the Western side approximately 118 River Gum trees.

Council received the following letter on the 5<sup>th</sup> July 2018 from Philip, Julie, Toby and Chad Russell.

*Dear Mark,*

*Philip, Julie, Toby and Chad Russell would like permission to clear or prune the River Gums on Boundary Fencing adjoining the Pingelly Road for the purpose of new fencing.*

An onsite inspection was held with the Russell family on Thursday 5 July 2018 with the CEO and Manager of Works in attendance.

During this inspection the CEO advised that council's policy is that any farmer has a right to clear 1.5m from the fence line but was not willing to give approval for the removing of any of the River Gums until a decision is made by council.

During the onsite meeting, agreement was made that the Manager of Works would request Ecoedge to undertake an assessment of the planted River Gums to see where they fit under the current clearing regulations.

Council's Manager of Works contacted Ecoedge and they have advised that they are unable to assess the trees at this moment; however Russell Smith of Ecoedge has forwarded the following advice via email to council's Manager of Works.

*From what I can gather it is likely that the trees along the roadside at Wickepin would be exempt under the clearing regulations. It appears that they were not planted for conservation purposes, or by a conservation body (such as your local Landcare group). However, I have been advised that if you want to be sure they're exempt you could make an application for a clearing permit (purpose permit) and then if DWER thinks the clearing is exempt they would contact you and ask if you would like to withdraw the application (thus saving time and money).*

The CEO and the Manager of Works have ascertained that the River Gums were planted by the Wickepin Community Development Group using community labour around 1979/1980 as an avenue of trees for an entry Statement into Wickepin.

The fence line on the Western side of Location 1 was moved in approximately 1.5 meters by agreement with the land owners to allow for the planting of the River Gums. The CEO has undertaken a title search of the location and cannot see any caveat placed on the property regarding the moving of the fence line to plant the River Gums along the Pingelly Wickepin Road.



#### Comments:

The Department of Environment Regulation Native Vegetation Fact Sheet 9 States the following in relation to clearing of fence lines.

*Clearing along a fence line – alienated land*

*This limited clearing exemption allows the landowner to clear land for a fence line on, or within, the property to the width necessary to provide access to construct or maintain a fence.*

Councils Policy is as follows:

#### 8.1.6 CLEARING FENCE LINES

**OBJECTIVE:** Provide clear parameters in relation to clearing fence lines.

Any person wishing to clear land adjacent to crown land (e.g. road reserves) for the purpose of fence line maintenance or renewal must seek written permission from the Shire of Wickepin prior to commencement of clearing works.

Council (or Council's delegated Officer) will inspect the proposed clearing and issue guidelines for the clearing activity. These guidelines will include a copy of the relevant regulations including Native Vegetation Regulations (2004).

Penalties for non-compliance with the regulations will be enforced by the Department of Environmental Protection.



ITEM	DESCRIPTION OF CLEARING	PERSON/COMPANY TO LIAISE WITH.
11	Clearing along a fence line — Crown land	
	Clearing of Crown land along a fence line to provide access to construct or maintain a fence — (a) between alienated land and Crown land — if the clearing is no more than 1.5 m from the fence line; or	The owner of the land on which the clearing is to take place. (Shire of Wickepin)
	(b) between Crown land and Crown land — if the clearing is no more than 5 m from the fence line on one side and no more than 1.5 m from the fence line on the other side.	

Following is an extract from the *Native Vegetation Regulations (2004)*.

**5. Prescribed clearing — section 51C**

- (1) *Clearing is of a kind prescribed for the purposes of section 51C(c) if —*
  - (a) *it is described in an item in the Table to this subregulation;*
  - (b) *it is by, or with the prior authority of, a person listed in the item in which the clearing is described; and*
  - (c) *it is done in such a way as to limit damage to neighbouring native vegetation.*

**Table**

<i>Item</i>	<i>Description of clearing</i>	<i>Person</i>
6	<p><b>Clearing to provide fencing and farm materials</b></p> <p><i>Clearing to provide material for use by the owner or occupier of the property on which the vegetation is located for constructing and maintaining fences, buildings and other structures on land in the possession of the owner or occupier, being clearing which —</i></p> <ul style="list-style-type: none"> <li>(a) <i>does not kill any live vegetation and does not prevent regrowth of the vegetation;</i></li> <li>(b) <i>is carried out to provide material to the extent to which the material could not be obtained from vegetation already cleared for another purpose; and</i></li> <li>(c) <i>does not, together with all other limited clearing on the property in the financial year in which the clearing takes place, exceed 5 ha.</i></li> </ul>	<i>The owner or occupier.</i>

<b>Item</b>	<b>Description of clearing</b>	<b>Person</b>
10	<b>Clearing along a fence line – alienated land</b>  Clearing of alienated land along a fence line of, or within, a property to the width necessary to provide access to construct or maintain a fence, being clearing which does not, together with all other limited clearing carried out on the property in the financial year in which the clearing takes place, exceed 5 ha.	The owner of the property on which the clearing is to take place.
11	<b>Clearing along a fence line – Crown land</b>  Clearing of Crown land along a fence line to provide access to construct or maintain a fence –  (a) between alienated land and Crown land – if the clearing is no more than 1.5 m from the fence line; or  (b) between Crown land and Crown land – if the clearing is no more than 5 m from the fence line on one side and no more than 1.5 m from the fence line on the other side.	The owner of the land on which the clearing is to take place.
19	<b>Clearing isolated trees</b>  Clearing of a tree on a property that is in an otherwise cleared area on the property and that is more than 50 m from any other native vegetation, being clearing which does not, together with all other limited clearing carried out on the property in the financial year in which the clearing takes place, exceed 5 ha.	The owner of the property on which the tree is located.
22	<b>Clearing for maintenance in existing transport corridors</b>  Clearing in relation to a stretch of road (whether public or private) or railway if the clearing is carried out –  (a) in an area or for a purpose specified in Schedule 2; and  (b) to the extent specified for that area or purpose in Schedule 2; and  (c) in accordance with Schedule 2.	The Commissioner of Main Roads, the Public Transport Authority, the local government, the person or the entity responsible for the stretch of road or railway.

Under these regulations the land owner is allowed to clear what is necessary for the clearing of the fence line however Council's policy is to only allow 1.5 metres from the fence line. Council's policy 8.1.6 Clearing of Fence Lines would override the *Native Vegetation Regulations (2004)* as Council is the manager of all local road reserves within the Shire of Wickepin.

On inspection of the fence lines it appears that the fence line on the Western side of Location 1 was moved in approximately 1.5 metres to allow for the planting of the River Gums. The CEO has undertaken a title search of Location 1 and cannot see any caveats that have been placed on the property regarding the moving in of the fence line to plant the River Gums along the Pingelly Wickepin Road.



The River Gums on the West side of Location 3472 on the Pingelly Wickepin Road are approximately 2.6metres from the moved fence line. This would mean that if the fence is put back on the property boundary line a fair few of the planted River Gums may fall within the 1.5meter clearing line.



The River Gums on the Eastern side of the road along Location 1 have been planted approximately 2.0 Meters from the existing fence line which appears to be on the correct boundary alignment.



Council may wish to allow for the clearing of the River Gums as they fall within the clearing exemption area as outlined in the *Native Vegetation Regulations (2004)*, but are outside of the 1.5m clearing area as outlined in Councils Policy 8.1.6 Clearing Fence lines. On the Eastern side of the Pingelly Wickepin Road the River Gums are outside of the 1.5m clearing line. On the Western side of the Pingelly Wickepin Road the River Gums are inside the clearing line if the fence was moved onto the correct property boundary alignment.

This matter has not been referred to the Facey Group or any other Environmental group for comments as the purpose of the planting of the River Gums was for an Entry Statement to the Wickepin Townsite and not for any land care issues. The land owner has the right to request the Department of Water and Environmental Regulation for a clearing permit but council would still need to give permission to remove any tree as they are on land controlled by council as a road reserve and the River Gums were planted by Council for an Entry Statement into Wickepin.

It is the view of the CEO that the owners could vertically prune the River Gums along both fence lines and still have their new fences protected from falling branches. This would mean that the fence lines would need to be pruned on an ongoing basis by the land owner. There are approximately 112 planted River Gums on the Eastern side and 118 planted River Gums on the Western Side. There are a number of native trees in between the planted River Gums and the fence line that will need removing as they are growing either in the fence line itself or very close to it.

**Statutory Environment:**

*Environmental Protection Act 1986*  
*Native Vegetation Regulations (2004)*,  
*Local Government Act 1995*

**Policy Implications:**

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8.1.6 CLEARING FENCE LINES

**Financial Implications:**

Nil

**Strategic Implications:**

Nil

**Recommendations:**

1. That the owners of Location 3472, 1 and 20 be given permission to remove any native tree with in the 1.5 meters of the existing fence lines on the Eastern and Western side of the Pingelly Wickepin Road that are deemed to interfere with the installation of new fencing.
2. That the owners of Location 3472, 1 and 20 be given permission to vertically prune all limbs from the planted River Gums within 1.5 metres of the existing fence lines on the Eastern side and 1.00 meter from the existing fence lines on the Western side of the Pingelly Wickepin Road.
3. That all the pruning and clearing is to be undertaken under the *Native Vegetation Regulations (2004)*.

**Voting Requirements:**

Simple majority.

<b>Council Decision:</b>	<b>Resolution No 150818-</b>	
	<b>Moved Cr</b>	<b>/ Seconded Cr</b>
1.	That the owners of Location 3472, 1 and 20 be given permission to remove any native tree with in the 1.5 meters of the existing fence lines on the Eastern and Western side of the Pingelly Wickepin Road that are deemed to interfere with the installation of new fencing.	
2.	That the owners of Location 3472, 1 and 20 be given permission to vertically prune all limbs from the planted River Gums within 1.5 metres of the existing fence lines on the Eastern side and 1.00 meter from the existing fence lines on the Western side of the Pingelly Wickepin Road.	
3.	That all the pruning and clearing is to be undertaken under the <i>Native Vegetation Regulations (2004)</i> .	
	<b>Carried /</b>	

Governance, Audit and Community Services

### 10.2.10 - Signage – Use of Jake Brakes

Submission To:	Ordinary Council
Location / Address:	Entry to Wickepin
Name of Applicant:	John Mearns
File Reference:	TT.SIG.2810
Author:	Mark J Hook, Chief Executive Officer
Disclosure of any Interest:	
Date of Report:	6 August 2018

**Enclosure/Attachments:**

Nil.

**Summary:**

Council is being requested to place the following signs on all road entries into the Wickepin townsite.

**NOTES:**

- DIMENSIONS : MEASUREMENTS IN mm. CORNER RADIUS = 150. BORDER = 30. EDGE STRIP = 15. MAIN SIGN PANEL AREA = 1.8 SQ.m.
- COLOURS : BLACK LEGEND, SYMBOL & BORDER ON WHITE RETROREFLECTIVE BACKGROUND. INLAY PANEL - WHITE RETROREFLECTIVE LEGEND ON BLACK BACKGROUND.
- RETROREFLECTIVE CLASS OF MATERIAL: CLASS 1.
- PROTECTIVE OVERLAY FILM : REQUIRED.
- MATERIALS : ALL SIGN MATERIALS AND MANUFACTURE TO BE IN ACCORDANCE WITH MAIN ROADS SPECIFICATION 601.
- THIS DRAWING SUPERSEDES DRAWING NOS. 9748-1062 AND 0548-1013.

139	922	139
=	723	=
=	709	=
=	777	=
339	522	339

NO.	DATE	DESCRIPTION	APPROVED

**MAIN ROADS WESTERN AUSTRALIA**  
 TECHNOLOGY AND ENVIRONMENT  
 ROAD AND TRAFFIC ENGINEERING  
 Katherine Crescent  
 East Perth 6004

FILE NUMBER: 67-88-4F  
 DESIGNED / DRAWN: T. HAZEBROEK / A. FORREST  
 CHECKED: [Signature] ALTEAM 28.9.05  
 APPROVED: [Signature] 27/1/08

LOCAL AUTHORITY: 200531-0040

**Background**

The Shire of Wickepin has received the following email from a resident in Johnston Street regarding the braking noise trucks are making when coming into the Wickepin Townsite.

*Firstly I don't know which jurisdiction this matter falls under but think that it would be shared between Main Roads & Council. I am on the record as being unhappy about trucks entering Wickepin using*

gate brakes to slow. Even as late as 8pm last night one such truck started his braking well out of town. I was Site & Project Manager in several places up north over 20 years & in some places I banned trucks entering our camp/village perimeters if they refused to respect others right to a peaceful lifestyle. I have spoken with people who live in town, some who have farms run by family & they instruct their workers/sons not to do this when coming down the hills into Wickie. Not one has said they enjoy the un-necessary noise. We all know of the sign at the top end of our entrance to Narrogin at Williams- Kondinin rd, depicting a truck asking drivers to respect the town's right to less noise pollution. I note that you have a council meeting mid-month. Is it necessary for me to personally submit a request or is this something that can be done easily, given at most 3 signs need to be erected on the downhill slopes into town. With the grain carting season approaching it would be great to see this put in place before the traffic reaches its peak.

#### Comments:

The Shire of Wickepin is responsible for signage on the Pingelly Wickepin and Wickepin Harrismith Roads and Main Roads are responsible for signage on the Narrogin Kondinin Road.

Following is the Main Roads Policy in relation to Truck Noise Advisory Signs:

#### **Truck Noise Advisory Signs**

**Document**  
No: D10#70156

**Revision:** 2

**Date amended:** 15-  
Apr-2010

The information below is intended to reflect the preferred practice of Main Roads Western Australia ("Main Roads"). Main Roads reserves the right to update this information at any time without notice. If you have any questions or comments regarding the Application and Approval Guidelines please contact John Moore by e-mail or on (08) 9323 4604. To the extent permitted by law, Main Roads, its employees, agents, authors and contributors are not liable for any loss resulting from any action taken or reliance made by you on the information herein displayed.

#### **PART A: Policy Statement**

Truck noise advisory signs will be provided where designated freight routes abut built up residential areas, subject to Guideline conditions.

#### **PART B: Application & Approval Guidelines**

##### **1. PRELIMINARY**

##### **1.1 Definitions**

Unless otherwise indicated in the text of this Guideline:

**AS** means Australian Standard

**Built-Up Area Speed Limit** means the 50 km/h speed limit applicable to a built up area as defined in the Road Traffic Code 2000, Part 1 - Preliminary. This may include structures devoted to business industry or dwellings.

**Default State Speed Limit** means the maximum speed limit applicable to a non-speed zoned road as defined in the Road Traffic Code 2000, Part 1 - Preliminary.

**Local road** means a road under the control of Local Government.

**Main Roads** means Main Roads Western Australia.

**Residential Area** means an area that is predominantly zoned for occupied by dwellings.

**State road** means a highway and main road under the control of Main Roads Western Australia.

**Trucks** means vehicles that are Class 3 or above in the Austroads Vehicle Classification system.

**VPD** means vehicles per day.

## 1.2 Background

Many heavy vehicles are fitted with engine compression brakes to relieve the loads exerted on traditional braking systems working at the wheels. The use of engine compression brakes in urban areas can cause noise disturbance to residents in particular areas and was identified as a major community concern in the 2001 Road Train Summits. Most States have produced some guidelines regarding the use of engine brake signage, but most see the use of signage as a short-term measure that will only be used until effective regulation of engine noise is implemented. The National Transport Commission is working to set a level for engine braking that is acceptable to the community. A Regulatory Impact Statement will be produced once the level has been set and truck operators will be required to comply with the levels specified. It is expected that these levels will be enforced by roadside measurement, similar to the way Multanova speed cameras work, and offending vehicles will be required to make changes to comply with the noise requirements. Targeting the use of signs to the most critical locations and prevent sign overuse may be an effective way to encourage drivers to reduce vehicle noise in noise sensitive areas.

## 1.3 Purpose

The purpose of this document is to detail Main Roads requirements for use of and location of truck noise advisory signs on applicable routes. Main Roads primary objective of these guidelines is to minimise noise levels from trucks and heavy vehicles whilst travelling through residential areas.

## 2. APPLICATION

### 2.1 Applicable Routes

Truck noise advisory signs shall only be considered on routes designated on the Restricted Access Vehicle Networks that abut built-up residential areas. Maps can be located on [www.mainroads.wa.gov.au](http://www.mainroads.wa.gov.au) under Heavy Vehicles RAV Mapping System.

### 2.2 Conditions

Main Roads specific requirements for the installation of truck noise signs are as follows:

- Posted speed limit shall be 80 km/h or less,
- Abutting areas shall be predominantly residential rather than commercial, and meeting built-up area as defined in the Road Traffic Code,
- Truck volumes shall be 100 vpd and comprise 10% or more of the 24 hour traffic volume,
- Sign locations shall be 300 metres or more in advance of a requirement for traffic to stop or slow (eg. signals, roundabout, pedestrian crossing stop or give way signs, curves, or road sections commonly subject to congestion) or steep downgrades,
- Signs shall be sited at least 5 kilometres apart on a particular route, for each direction of travel, or at least 10 kilometres apart where the route is in excess of 20 kilometres,
- Sites shall not be selected on the basis of managing an individual complainant at a specific location,
- Only one sign should be used on each entrance to a rural town.



### 2.3 Funding

Main Roads is responsible for funding signs on State roads. The relevant Local Government is responsible for funding signs on Local roads.

## 3. APPROVAL

### 3.1 Applications

Applications for truck noise advisory signs should be addressed to the Traffic Services Co-ordinator for the Metropolitan Region and the Customer Services Manager in the Regional Office.

The applicant should provide the following information:

- Applicants Name, Postal Address, E-mail Address and Telephone Number,
- Road Name and Section (linked to a physical landmark eg intersection),
- Nature of the problem (truck noise or general traffic noise).

### 3.2 Approval

The locations for truck noise advisory signs shall be approved by the Metropolitan Traffic Services Manager for the Metropolitan Region, or the relevant Regional Manager in the Regional Office, prior to implementation. On Local roads, concurrence for truck noise advisory signs should also be obtained from the relevant Local Government.

### 3.3 Sign Details

Details of the truck noise advisory signs are given on drawing 200531-0040

All roads requested for the signage are on the RAV network.

The CEO has received two complaints regarding the noise trucks are making when they are coming into Wickepin. With the approved upgrade of the Wickepin CBH Receiving point this issue may increase with the anticipated increased number of truck movements due to the upgrade of CBH.

There appears to be no Statutory Laws that Local Government can use to stop the use of air brakes on vehicles. They are licensed vehicles and air brakes are part of the trucks braking system so they can be legally used on any gazetted road.

#### Statutory Environment:

There is no Statutory Requirement as there appears to be no State Legislation that covers this area.

#### Policy Implications:

Nil, No Policy on this issue.

#### Financial Implications:

Cost of two signs approximately \$800 plus installation.

**Strategic Implications:**

Nil

**Recommendations:**

1. That the Shire of Wickepin places reduce vehicle noise signs at the entry to Wickepin townsite on the Pingelly Wickepin and Wickepin Harrismith Roads.
2. That the Shire of Wickepin request Main Roads to place reduce vehicle noise signs on the entry into the Wickepin Townsite on the Narrogin Kondinin Road.

**Voting Requirements:**

Simple Majority

**Council Decision:****Resolution No 150818-**

Moved Cr / Seconded Cr

1. That the Shire of Wickepin places reduce vehicle noise signs at the entry to Wickepin townsite on the Pingelly Wickepin and Wickepin Harrismith Roads.
2. That the Shire of Wickepin request Main Roads to place reduce vehicle noise signs on the entry into the Wickepin Townsite on the Narrogin Kondinin Road.

Carried /

Governance, Audit &amp; Community Services

**10.2.11 - Related Party Transactions**

Submission To:	Ordinary Council Meeting
Location/Address:	Whole Shire
Name of Applicant:	Erika Clement, Finance Manager
File Reference:	CM.POL.403
Author:	Erika Clement, Finance Manager
Disclosure of any Interest:	Nil
Date of Report:	1 August 2018

**Enclosure/Attachments:**

Nil.

**Summary:**

Council is being requested to establish a list of Ordinary Citizen Transactions that are able to be excluded from Related Party Disclosures

**Background**

Under council's Policy 3.1.1 it states "Management will put forward a draft resolution to council annually, declaring that in its opinion, based on the facts and circumstances, the following OCT that are provided on terms and conditions no different to those applying to the general public and which have been provided in the course of delivering public service objectives, are unlikely to influence the decisions that users of the council's financial statements make. As such no disclosure in the quarterly Related Party Disclosures - Declaration form will be required.

Where these services were not provided at arms length and under the same terms and conditions applying to the general public, elected council members and Key Management Personnel will be required to make a declaration in the Related Party Disclosures - declaration form about the nature of any discount or special terms received."

**Comments:**

It is required that annually council list and review the Ordinary Citizen Transactions to be able to be excluded from the Related Party Disclosures

**Statutory Environment:**

*Shire of Wickepin Policy Manual 2015*  
*Local Government Act 1995*

**Policy Implications:**

As above.

**Financial Implications:**

Nil.

**Strategic Implications:**

Nil.

**Recommendations:**

The following Ordinary Citizen Transactions be omitted from the Related Party Disclosures:

- Paying Rates.
- Paying fines and penalties.
- Paying application fees for licences, approvals or permits.
- Using shire owned and operated facilities such as civic centres, recreation centres, aquatic centres, libraries, parks, ovals, public open space, transfer stations and landfill sites. The use of these facilities applies whether a fee is charged or not.
- Attending shire functions that are open to the public.

**Voting Requirements:**

Simple Majority.

**Council Decision:****Resolution No 150818-**

Moved Cr / Seconded Cr

The following Ordinary Citizen Transactions be omitted from the Related Party Disclosures:

- Paying rates.
- Paying fines and penalties.
- Paying application fees for licences, approvals or permits.
- Using shire owned and operated facilities such as civic centres, recreation centres, aquatic centres, libraries, parks, ovals, public open space, transfer stations and landfill sites. The use of these facilities applies whether a fee is charged or not.
- Attending shire functions that are open to the public.

Carried /

Council

## 11 – President’s Report – No Report

Council

## 12. Chief Executive Officers Report

Submission To:	Ordinary Council
Location / Address:	Whole Shire
Name of Applicant:	Mark J Hook – Chief Executive Officer
File Reference:	CM.REP.2
Author:	Mark J Hook – Chief Executive Officer
Disclosure of any Interest:	Nil
Date of Report:	9 August 2018

### Facey Group - Digital Farm Application

The Pivotal Group is one of the grant winners and there will be a subcontract with the Facey group for the housing of the equipment in the CAC building. This will probably require some sort of formal agreement with Council at some stage in the future to house it all in the Community Agricultural Centre Building.

This will mean a total of \$277,500 investment in the Wickepin area.

Following is an extract of a media release from the Premier regarding the Digital Farm grants announced

- \$2.3 million for the first round of Digital Farm grants announced
- Grants to fill broadband gaps in regional Western Australia and drive agtech opportunities
- Scheme will extend services to more than 1,100 farms across 37,000 square kilometres

*The McGowan Government is driving the closure of the digital divide in regional Western Australia, bringing high-speed broadband to more than 1,000 farms to help boost agricultural output and create jobs. The first round of the Digital Farm program will provide \$2.3 million to four successful applications, who have committed matching funding to provide a high-speed broadband service outside the current or planned National Broadband Network. The scheme will extend services to more than 1,100 farming enterprises across more than 37,000 square kilometres in the North Midlands and Great Southern, and the districts of Chapman Valley, Mount Barker, Wickepin and Goodlands. The Digital Farm program has accelerated commercial investment by extending digital services throughout the regions, allowing farmers to adopt new technology essential for modern business. A number of other projects are under active development and a further round of recipients is expected in coming months.*

### **Digital Farm program**

*The first round of the Digital Farm Grants recipients has been announced, as part of the State Government's commitment to support the widespread adoption of digital farm technologies to help drive better digital connectivity for agricultural and pastoral businesses in regional Western Australia (WA). The Digital Farm Grants program is a \$5 million State Government initiative, administered by the Department of Primary Industries and Regional Development. Grants of up to \$500 000 have been made available on a matching co-contribution basis, to cover capital costs of improving connectivity to multiple farming enterprises and associated stakeholders. The fund targets agricultural and pastoral regions which lie outside the current or planned National Broadband Network (NBN) fixed wireless and fixed line footprints.*

*The program will:*

- *provide fast, reliable, affordable and scalable broadband necessary to support digital farming practices*
- *enable agricultural businesses to use smart farming technologies such as cloud based data sharing and decision making resources, improving productivity and output*
- *target agricultural and pastoral regions which lie outside the current or planned NBN fixed wireless and fixed line footprint*
- *expand mobile coverage, many farm businesses in areas of low population density are reliant on sub-optimal connectivity solutions*

- *enable farming businesses to gain access to productivity enhancing technology which is a key element in making businesses internationally competitive*
- *advance telecommunications and technology in the farming sector to drive the jobs of the 21st century across regional WA.*

### Round One – Grant Recipients

Under the first round of Digital Farm Grants, a total of \$2.3 million has been allocated to four successful applicants who have committed to extend services across nearly 40 000 square kilometres - reaching out to over 1100 farms in areas including the North Midlands and Great Southern, as well as in the districts of Chapman Valley, Mount Barker, Wickepin and Goodlands. The new services are expected to be rolled out in the next 18 months as the infrastructure is completed, providing more rural businesses and people living in the regions with a fast, reliable, affordable and scalable broadband service.

#### *Digital Farm Grant - round one recipients*

<i>Applicant/Project</i>	<i>Grant</i>
<ul style="list-style-type: none"> <li>• <i>LogicIT</i> <i>North Midlands - Fixed Wireless Network</i></li> </ul>	<i>\$500 000</i>
<ul style="list-style-type: none"> <li>• <i>LogicIT</i> <i>Chapman Valley - Fixed Wireless Network</i></li> </ul>	<i>\$500 000</i>
<ul style="list-style-type: none"> <li>• <i>Pivotel Group Pty Ltd</i> <i>Mt Barker - Pivotel Ecosphere Network</i></li> </ul>	<i>\$277 500</i>
<ul style="list-style-type: none"> <li>• <i>Pivotel Group Pty Ltd</i> <i>Wickepin - Pivotel Ecosphere Network</i></li> </ul>	<i>\$277 500</i>
<ul style="list-style-type: none"> <li>• <i>Telstra / Shire of Dalwallinu</i> <i>Goodlands</i></li> </ul>	<i>\$260 000</i>
<ul style="list-style-type: none"> <li>• <i>Superloop (Australia) Pty Ltd</i> <i>Great Southern</i></li> </ul>	<i>\$500 000</i>

## Great Southern Regional Waste Group

Following is some points raised at the last Great Southern Regional Waste Group held on the 24th July 2018 in Cuballing unfortunately the CEO was unable to attend as I was in Perth, Cr Allan Lansdell however attended this meeting.

### 1. Pyrolysis Plant grant application:-

The Great Southern Waste Group has submitted a grant application to ARENA seeking approx. \$3mil in funding. This has received interest and support so Renergi has been asked to undertake further financial gathering for a final submission.

### 2. Funding: -

The estimated cost of the plant is \$6mil of which ARENA will provide \$3mil. The Great Southern Regional Waste Group has been seeking meetings with the Minister for Water and Environment, Hon Stephen Dawson, to discuss a contribution from the State. The Great Southern Regional Waste Group is seeking approximately \$2mil from the State with the Shires coming up with a further \$1mil. The Great Southern Regional Waste Group may have to expand to reduce each Councils contribution

### 3. Formal Arrangement: -

If this venture is to proceed the group will need to enter into formal agreements along the Regional Subsidiary model.

### 4. Prof Chun-Zhu Li: -

The Professor was to attend the meeting on the 24<sup>th</sup> July however it became difficult to get him to Cuballing, but he is still keen to meet with the group

The CEO and Cr Lansdell attended a demonstration of the Pyrolysis Plant at the Curtin University during Local Government and Professor Chun-Zhu Li was in attendance.

At this point they are looking at locating the plant at the Narrogin Waste Site with waste being transported there.

The Great Southern Waste Group has sought quotes to review the Strategic Waste Plan for the group from Ian Watkins and Bruce Bowman. They have accepted the quote from Bruce Bowman. He will also undertake a review of the Pyrolysis Technology and cost model for the technology.

The CEO has been advised that a meeting with the Minister has been arranged for late September 2018 and the Great Southern Waste Group hope to have Bruce Bowman's report prior to that meeting.

## Main Roads Harvest Mass Management Scheme

Main Roads Heavy Vehicle Operations have advised the CEO the following by email regarding changes to the Harvest Mass Management Scheme for the first and last mile to RAV networks.

*During the 2016-2017 harvest season, new access arrangements were introduced to address first and last mile access issues for the forecasted bumper harvest. While these arrangements enabled larger Restricted Access Vehicles (RAVs) to cart grain from the farm gate to the bins, the arrangements needed to be strengthened to ensure both transport operators and Main Roads could also meet their legal and road safety obligations. HVS has been working with industry representatives to develop and introduce minor changes to the RAV access arrangements for the 2018-2019 harvest season. These changes have now been finalised and are outlined below.*



A requirement for the transport operator or farmer to submit their HMMS Road List Form to Main Roads identifying;

- the RAV Category Vehicle to be used
- All road(s) from the paddock to the nearest road approved for RAV Network Access being used to transport grain
- All road(s) used to return to the paddock after delivering grain to a participating grain receiver.

Heavy Vehicle Services will then conduct a preliminary assessment of the roads nominated on the HMMS Road List form to ensure they are safe for the proposed operation. If deemed safe, we will endorse the HMMS Road List and specify any access conditions, if necessary.

**Main Roads is accepting and accessing roads list now.**

All existing conditions that form part of the HMMS remain unchanged, for example the 40km/h speed limit and flashing amber warning light.

Further details of the scheme, along with the Business Rules, supporting documents and registration forms can be found at <https://www.mainroads.wa.gov.au/UsingRoads/HVS/Pages/harvestmassmanagementscheme.aspx>

## MEETINGS ATTENDED

<b>July</b>	
19	WBS RRG Technical Committee Meeting in Brookton
26	WBS RRG Meeting Wickepin
27	Budget Workshop
30	John Brown re trees
30	Wickepin School Council Meeting
<b>August</b>	
2 – 3	Local Government Week
3	Curtin University Great Southern Waste Group
6	Albert Facey Homestead Meeting
7	WSAHA Wickepin
8	Lifestyle Committee Meeting
13	Living Lakes Project Control Group Meeting

## **Delegations to be inserted –**

No.	Delegation Name	Delegation To	Delegation Exercised	When Exercised	Persons Affected
A1	Cheque Signing and Account Authorisation	CEO	Signing cheques	August 2018	
A2	Septic Tank Application Approvals	EHO			
A3	Building Approvals	BO	Building permit WK1819001	6 August 2018	GB Leeson
A4	Road Side Advertising	CEO			
A5	Application for Planning Consent	CEO	CBH planning approval. DA2 18/19	12 July 2018	CBH
A6	Appointment and Termination of Staff	CEO			
A7	Rates Recovery –	CEO			

	<b>Instalment Payments</b>				
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		Liquor consumption.	8 August 2018	Wickepin CRC
A13	Hire of Community Halls / Community Centre	CEO	Community Centre Yealering Town Hall Community Centre	6 August 2018 8 August 2018 9 August 2018	CBH Wickepin CRC Wickepin FC

**Council Decision:****Resolution No 150818-**

Moved Cr / Seconded Cr

That Council notes the Chief Executive Officer's report dated 9 August 2018.

Carried /

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

**14. Reports & Information**

**15. Urgent Business**

**16. Closure**

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