



A Fortunate Place

Shire of Wickepin

Agenda

Ordinary Meeting of Council

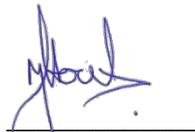
Council Chambers, Wickepin

20 March 2019

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 20 March 2019 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

15 March 2019

Time Table

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

Disclaimer

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

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

SHIRE OF WICKEPIN QUESTIONS FROM THE PUBLIC

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

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

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**Agenda of an Ordinary Meeting of Council held in Council Chambers, Wickepin
Wednesday 20 March 2019**

The President declared the meeting open at pm.

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

President	Julie Russell
Deputy President	Wes Astbury
Councillor	Nathan Astbury
Councillor	Allan Lansdell
Councillor	Sarah Hyde
Councillor	Steven Martin
Councillor	Gerri Hinkley
Councillor	Fran Allan
Chief Executive Officer	Mark Hook
Finance Manager	Erika Clement
Executive Support Officer	Rebecca Pauley

Leave of Absence (Previously Approved)

Apologies

2. Public Question Time

3. Applications for Leave of Absence/Apologies

4. Petitions, Memorials and Deputations

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

6. Confirmation of Minutes – Ordinary Meeting of Council – 20 February 2019

Resolution No: 200219-

Moved Cr / Seconded Cr

That the minutes of the Ordinary Council meeting held on Wednesday 20 February 2019 be confirmed as a true and correct record.

Carried /

7. Reival of Minutes

Receival of Minutes

7.1 – Townscape & Cultural Planning Committee Meeting

Submission To:	Ordinary Council
Location/Address:	Whole Shire
Name of Applicant:	Rebecca Pauley, Executive Services Officer
File Reference:	CR.MEE.208
Author:	Rebecca Pauley, Executive Services Officer
Disclosure of any Interest:	Nil
Date of Report:	14 March 2019

Enclosure/Attachments:

Minutes of the Townscape & Cultural Planning Committee meeting held on Wednesday 13 March 2019.

Summary:

Council is being requested to receive the Townscape & Cultural Planning Committee meeting minutes held on Wednesday 13 March 2019.

Background

The Townscape & Cultural Planning Committee meeting was held on Wednesday 13 March 2019.

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 to be kept and submitted to the next ordinary meeting of the council or the committee, as the case requires, for confirmation.

Policy Implications:

Nil.

Financial Implications:

Nil.

Strategic Implications:

Nil.

Recommendations:

That the minutes for the Townscape & Cultural Planning Committee meeting held on Wednesday 13 March 2019 be received.

Voting Requirements:

Simple majority.



Shire of Wickepin

Minutes

Townscape & Cultural Planning Committee
Council Chambers, Wickepin

13 MARCH 2019

Terms of Reference

1. Name

Townscape and Cultural Planning Committee

2. Members

Lee Parker
Leah Taylor
Kevin Coxon
Cr Fran Allan
Sue Astbury
Ted Astbury
Cr Allan Lansdell
Kym Smith
Ammers Miley
Paige Leeson
Tim Cowcher
Spencer Davidson
Cr Sarah Hyde

3. Objectives

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

The Townscape and Cultural Planning Committee has no delegated authority.

The main functions of the Committee are to:

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

4. Scope/Jurisdiction

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

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

5. Appointment of Committee Members

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

6. Appointment of Committee Chair

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

7. Meeting Frequency

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

Meeting dates for 2019 are as follows:

Day	Date	Time
Wednesday	March 13, 2019	9.30am
Wednesday	June 12, 2019	9.30am
Wednesday	September 4, 2019	9.30am
Wednesday	November 13, 2019	9.30am

8. Related Policies/Bylaws: Nil.

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**Minutes of a Townscape and Cultural Planning Committee Meeting held in Council Chambers,
Wickepin - Wednesday 13 March 2019**

The Chairperson declared the meeting open at 9.32am.

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

Cr Sarah Hyde
Lee Parker
Kevin Coxon
Cr Fran Allan
Sue Astbury
Tim Cowcher (9.52am)
Spencer Davidson
Ammers Miley

Apologies

Kym Smith
Leah Taylor
Ted Astbury
Paige Leeson

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

Townscape and Cultural Planning Meeting of 14 November 2018:

Moved Cr Allan / Seconded S Astbury

That the minutes of the Townscape and Cultural Planning Committee held on 14 November 2018 be confirmed as a true and correct record.

Carried 7/0

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	Progress	Status	Comment

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

9.1 – 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:	6 March 2019

<p>Community Development</p>	<p>Townscape</p> <ul style="list-style-type: none"> Boundary statement signs have been installed. Comments have been favourable however the signs are felt to be slightly small. Jason Signs have been contacted to discuss the production of larger statement signs – with the smaller signs being moved to the outlying sub-arterial gravel roads entering the Shire. The signs production came in well below budget – the manufacture of more signs will fit within budget. Exteria Landmark have been provided with images for the new pictorial strut bins. Manufacture to begin shortly. <p>War Memorial</p> <ul style="list-style-type: none"> War Memorial extension: wandoos posts have been ordered and have been delivered to Jason Signs for assembly. The posts will match the existing war memorial pillars. Names for the plaques have been submitted to Jason Signs for formatting. We hope to have the installation completed for Anzac Day 2019. <p>Wickepin Winter Weekend</p> <ul style="list-style-type: none"> Planning for the weekend of music and dance to be held over the weekend of 21 – 23 June 2019 at the Wickepin Town Hall and Community Centre grounds <p>Community Grants</p> <ul style="list-style-type: none"> Information and adverts sent out the greater community regarding the availability of the shire community funding. The 2019/20 grant round will close 4pm Friday 24 May. Follow up Shire Community Grants with successful 2018/19 applicants re acquittal process underway. <p>Other</p> <ul style="list-style-type: none"> Information sent to community on events and grant opportunities Communication with Yealering Progress Association re projects
<p>Economic Development</p>	<p>Harrismith Cemetery</p> <ul style="list-style-type: none"> The Niche Wall has been refurbished and rendered. The ashes have been interred and plaques replaced. Families who are having their old plaques remade to match with the existing style will have their loved ones ashes interred once the new plaques arrive. The Wall of Honour will have the commemorative inscriptions attached once fabrication of the plaques has been completed. Crushed limestone has been laid and a gravel path compacted to the site of the graves. Gravel is yet to be placed and compacted at the front gateway. A new cemetery sign and niche wall signs have yet to be ordered. The CDO has requested quotes. <p>Wickepin Cemetery</p> <ul style="list-style-type: none"> Extensions to the existing memorial ash system have been picked up from Perth and will be installed when the works crew are available. Discussion regarding the state of the garden is underway with the CDO, CEO and shire gardener.

	<p>Yealering Foreshore</p> <ul style="list-style-type: none"> Meeting with the Living Lakes steering committee and NRM to discuss marketing strategy for the lake. Plans for the implementation of Lake Yealering master plan will be determined by the funding remaining once groundworks for the living lakes project have been completed <p>Wickepin Playground</p> <ul style="list-style-type: none"> Discussion and consultation with landscape architects with regards possible plans for the park in Wickepin stretching along Wogolin Rd and wrapping around Albert Facey Homestead. On-site meeting scheduled. Meeting with surveyor to create a 'levels and features survey' of the proposed recreational space Community engagement on project sought
Tourism	<ul style="list-style-type: none"> The Shire of Wickepin brochure and the tourism map pads have been re-ordered with modifications and updates. They have been delivered and passed onto businesses. Social media: posts to the shire facebook and Instagram pages Advert placed in the upcoming Wheatbelt Region Guide in the West Australian
Sport and Recreation	<ul style="list-style-type: none"> Correspondence with the Narrogin co-ordinator of the Upper Great Southern Building Sustainable Clubs Program Support to Department of Local Government, Sport and Cultural Industries Information forwarded to clubs re grant opportunities
Governance Other	<ul style="list-style-type: none"> Staff support as needed Responded to queries from CDO Network Liaison with Manager of Works, CEO and ESO for projects needing completion or works to be undertaken.

Statutory Environment:

Local Government Act 1995.

Policy Implications:

Not applicable.

Financial Implications:

Not applicable.

Strategic Implications:

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

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

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

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

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

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

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

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

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

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

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

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

Recommendation:

Nil.

Voting Requirements:

Simple majority.

Council Decision: Moved A Miley / Seconded K Coxon

That the committee notes the report from the Community Development Officer dated 6 March 2019.

Carried 7/0

10. Notice of Motions for the Following Meeting**11. Reports & Information****11.1 Other Matters Raised by Members:****Harrismith Flower Trail Directional Nodes – S Astbury**

Installation of directional nodes in regards to the Harrismith wildflower walk trails. The West Australian Wildflower Society will visit 28 September 2019 and 6 October 2019. CEO to organise clearing and maintenance of walk trails prior to visits. Advertising on social media of WA Wildflower Society visits.

11.2 Enhancement of Main Street – Cr Hyde

Discussion ensued regarding the proposed development of the site. The CDO informed that she had met with Nature Play Solutions who have been awarded the contract for the concept plan. NPS were advised of the community's wishes and thoughts received as a result of the public consultation process. The CDO advised the committee of the community's 'big ticket wishes' including a flying fox, climbing tower, bump track and net swings. The plan would incorporate all areas east and west of the Albert Facey Homestead and create a connection to the heritage walk trail area.

11.3 Harrismith Cemetery – S Astbury

Possibility of re installing the old or a new shelter over the niche wall. CEO advised that a shelter will not be installed.

Sue advised that a strainer post/fence on the east side of the cemetery needs fixing.

11.4 Harrismith Hall – S Astbury

General discussion regarding the current state of the Harrismith Hall. CEO advised that council is aware it will potentially require considerable maintenance works.

11.5 Wickepin War Memorial

The CEO advised that the existing plane trees will need to be removed and replaced with more suitable trees for the area that have less invasive root systems and are more aesthetically pleasing. The drainage of the grassed area will also require improvements.

11.6 Exercise Equipment Area – A Miley

Possibility of installing shade over the existing exercise equipment. CDO to acquire costings for suitable shade structure.

11.7 Yealering Butchers Shop – K Coxon

Kevin raised concerns regarding the state of the old butchers shop and fences in Yealering. The CEO advised that council have written to the owner of the building advising of its deteriorated state and will follow this matter up.

11.8 Murals – T Cowcher

Tim commended Jean Chalmers on the mural she commissioned on the east side of the Wickepin Newsagency and discussed the possibility of more murals being commissioned in the Wickepin townsite, potentially on the east side of the CAC building and the west side of the CRC building.

Moved T Cowcher / Seconded S Astbury

That costings be investigated for commissioning murals on the east side of the CAC building and the west side of the CRC building in the Wickepin townsite.

Carried 8/0

12. Urgent Business**13. Closure**

The next Townscape and Cultural Planning Committee Meeting will be held on 12 June 2019.

There being no further business the Chairperson declared the meeting closed at 10.33am.

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
963-200219-07	Tender – Supply of Bobcat With Trailer	CEO	That Council recall tenders through the WALGA Equote system for the replacement of Council's existing 2010 Bobcat Skid Steer Loader WK2489 and 1988 Flat Top Trailer WK3518.	✓	Tenders close 4pm 14 March 2019
964-200219-08	Williams Kondinin Rd	CEO	<p>1. That Council inform Mr Richard Sellers Commissioner of Main Roads WA, Director General of Transport and Mr Craig Manton Regional Manager of Wheatbelt of the current state of the Williams Kondinin Road and request action to be taken to have the road fully repaired and all safety issues attended to. Council is concerned in regards to continuing road deterioration due to increased heavy haulage being placed upon regional roads and request the State government to treat this issue as a priority in regional freight movement future planning and funding plans state wide.</p> <p>2. Letters to WALGA and all relevant politicians.</p> <p>3. Council is prepared to offer our services to repair the road and charge MRD for those costs, so that safety concerns are attended to and to avoid lengthy delays due to inadequate MRD activities to repair road failures.</p>	✓	Letters sent 5 March 2019
965-200219-12	Agribusiness Feasibility Study	CEO	The Council request all consultants to give a presentation to Council on their individual proposals on Monday 11 th March 2019 commencing at 10.00 am allowing 90 minutes per consultant.	✓	Presentations undertaken 12 & 14 March 2019
966-200219-13	Exemption to Keep More than 2 Dogs at 516 Dorakin Rd	CEO	<p>That Council approves an exemption to keep three dogs at 516 Dorakin Road Wickepin WA 6370, subject to the following conditions:</p> <p>It applies only to the following dogs:</p> <ol style="list-style-type: none"> 1. Jackson – Border Collie X – DE sexed Male – Licence number L0070 2. Ruby – Kelpie X – DE Sexed Female – Licence Number L0071 3. Rosie – Border Collie X – DE Sexed Female – Licence Number L0075 <p>The dogs are not to cause a nuisance to occupiers of adjoining properties.</p>	✓	Letter sent 5 March 2019
967-200219-16	Aged Housing Project	CEO	That Hon. Alannah MacTiernan MLC and Hon. Darren West MLC be invited to attend a face to face meeting to	✓	Letters sent 11 March 2019

Item	Subject/Action	Officer/File	Progress	Status	Comment
			discuss the progress of the Aged Housing Project as a matter of priority.		
968-200219-17	Policy Manual Update	CEO	Section 3.1.9 of the Shire of Wickepin Policy Manual should be updated to include BankWest as an option for Council investments.	✓	Policy updated

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

○ = in progress ✓ = completed ✕ =superseded

9. Notice of Motions of Which Notice Has Been Given

10. Receipt of Reports & Consideration of Recommendations

Technical Services

10.1.01 – Manager Works and Services Report

Submission To:	Ordinary Council
Location/Address:	Whole Shire
Name of Applicant:	Manager Works & Services – Gary Rasmussen
File Reference:	CM.REP.1
Author:	Manager Works & Services – Gary Rasmussen
Disclosure of any Interest:	Nil
Date of Report:	13 March 2019

Enclosure/Attachments:

Nil.

Summary:

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

Comments:**Programmed Construction Works**

- Wickepin Pingelly Rd – the sealing works completed, white line will be moved across in the near future.
- Wickepin North Road - the construction is well into this project, will be looking to have all the gravel in by end of next week.
- Wickepin Harrismith Rd - asphalt works will be completed by around 20 of March.
- Wash bay - steel works are starting to happen between carport works.
- Carport – carport kits are currently being erected.
- Private works – nil
- Wickepin Pingelly Rd – We have just received the report back from Ecoedge about the big trees that still remain on the side of the road. The trees do have some nesting holes that have been used by galahs also by an owl. The tree hollows are too small to support black cockatoos. There are reasons why fauna wise trees should stay but aesthetically they should be removed. As far as safety goes I have seen trees closer to the road than them but I would recommend that they are removed. We still have to get a permit for this and for Ecoedge to do the application it's approx \$2000 and still no guarantee they we will get the approval from Department of Water and Environment Regulation.

Maintenance Works

- Maintenance grader - is starting to cut some roads as corrugations starting to appear due to the dry weather.
- Pot hole patching on going.
- Signage maintenance is on going.
- Drainage and bridge works – Avery Rd and Russell Rd culvert booked for 20 March at this stage.
- War Memorial – pavers have been repaired and cleaned, re sanding still to be done.

Occupational Health and Safety

- Lost time injury – nil.
- Incident report - rose scratch. Hand hit by tree limb. Near miss with back hoe and chain.

Workshop

- General servicing.

Parks and Gardens

- General mowing and whipper snipping on going.
- Walk trail maintenance on going.
- General maintenance at Lake Yealering and Harrismith.
- Yealering tree – in the central playground a sugar gum tree had a big crack up one limb and white ants as well, we have removed the tree.

Plant and Equipment

- Bobcat – RFQ is out and closes 14 March 2019.

Other Information

- Five Year Works Program – will have a draft program for council to look at. Have completed 2019-20 ,2020-21 and started 2021-22. Have completed costing for the next two years which are pretty solid and working on the rest which could change.

Five Year Works Program

2019 - 2020

RRG Wickepin Harrismith Rd	slk 8.39 < 10.44
R2R Sprigg Rd	slk 1.34 < 5.02 gravel re sheeting
R2R Line Rd	slk 16.9 < 17.19 reseal
R2R Elsinore Rd	slk 8.30 < 11.50 gravel re sheeting

Council

104 Gate Rd	slk 0.50 < 2.3 cut hill and improve with on crest re sheeting
Wogolin South Rd	slk 8.00 < 11.00 gravel re sheeting

2020 - 2021

RGR Pingelly Wickepin Rd	slk 14.29 < 14.90 culvert works, cement stabilising, sealing
RGR Pingelly Wickepin Rd	slk 19.00 < 21.00 second coat seal
R2R 84 Gate Rd	slk 0.59 < 1.59 gravel re sheeting, culvert works
R2R Toolibin North Rd	slk 8.3 < 15.57 gravel re sheeting two sections
R2R Tincurrin North Rd	slk 6.07 < 13.00 gravel re sheeting two sections, combined length 8.9km
R2R Line Rd	slk 17.19 < 19.70 reseal

Council

Russell Rd	slk 0.0 < 2.5 gravel re sheeting
Malyalling Rd	slk 5.0 < 6.00 gravel re sheeting
	slk 11.00 < 12.00 gravel re sheeting

2021 - 2022

RGR Wickepin Harrismith Rd	slk 8.50 < 10.00 re sealing
RGR Stock Route Rd	slk 0.00 < 3.00 widen road to 7.2 m and culvert works, sealing

2022 - 2023

RGR Wickepin Corrigin Rd	slk 8.21 > 7.05 cement stabilising and seal
RGR Wickepin Corrigin Rd	slk 3.18 > 2.01 cement stabilising and seal

2023 - 2024

RGR Wickepin Harrismith Rd	patch work
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- Construction grader driver/leading hand Peter Arnold has tendered his resignation. I am looking to promote within at this stage. The role will change to a grader driver/trimmer which I will train them and Peter Bransby will help out with the supervision when I am tied up at office. The construction crew will be directly under my control, Peter will be looking after the maintenance team.
- All works requests have to come via office to me then it will have to be passed on to the right crew.

Statutory Environment:

Local Government Act 1995.

Policy Implications:

Nil.

Financial Implications:

Nil.

Strategic Implications:

Nil.

Recommendations:

That Council notes the report from the Manager of Works and Services dated 12 March 2019.

Voting Requirements:

Simple majority.

Technical Services

10.1.02 – Dalton Road to RAV 4 Network

Submission To:	Ordinary Council
Location / Address:	Dalton Road
Name of Applicant:	Hillco Transport
File Reference:	LE.LIC.1810,
Author:	Mark Hook, Chief Executive Officer
Disclosure of any Interest:	Nil
Date of Report:	11 March 2019

Enclosure/Attachments:

RAV Application from Hillco Transport.

Summary:

Council is being requested to request Main Roads to lift Dalton Road to a Network 4 RAV Permit Road.

Background

Council has received the following email from Chase Rampant, Heavy Vehicle Services Officer, Heavy Vehicle Services on 20 February 2019.

Heavy Vehicle Services (HVS) has received an application to add the following section of road(s) onto the Restricted Access Vehicle (RAV) Network:

Road No.	Road Name	From Location (SLK)	To Location (SLK)	Current Network	Requested Network
4290044	Dalton Rd	Wickepin – Corrigin Rd (0.00)	End of Road (5.01)	None	RAV 4

If you require further information to assist in determining support for this application please contact the applicant directly. Please provide HVS with any comments relating to road condition, planning conflicts, development issues etc that may be impacted by adding the above road(s) onto the RAV network. Please be aware if the road is deemed unsuitable to be added to a RAV network when assessed it may be considered for a Restricted Local Access Permit (RLAP). This permit is for individual access to a road with a specific combination and with suitable conditions to mitigate any risk. It would be appreciated if you could provide your comment to HVS within four (4) weeks of this email to enable HVS to consider any potential issues as part of our assessment process. It is important to ensure that any comments are provided with sufficient reasoning, as this may be used to justify the decision to the applicant.

Comments:

This matter has been discussed previously by Council at an Ordinary Meeting of Council held on 19 July 2017 where the following resolution was passed.

Resolution No 190717-11

Moved Cr Lansdell / Seconded Cr Easton

1. *That the Shire of Wickepin advises Main Roads WA Heavy Vehicle Services that Council believes Dalton Road unsuitable to be added to the Restricted Access Vehicles Network 4 Permit Network.*
2. *That the Shire of Wickepin advises Main Roads WA Heavy Vehicle Services that it believes a Restricted Local Access Period Permit would be more suitable for Dalton Road.*

Carried 6/0

The previous Manager of Works Mr Peter Vlahov inspected the road in 2017 and believed that for the following reasons Dalton Road would be unsuitable for full RAV4 access:

- Concrete floodway not suitable for RAV 4 vehicles
- Signage not to standard
- Road is too narrow
- Road surface requires major works to bring it to RAV4 standards
- Sight distance is an issue due to crests and curves
- Overhanging trees

The current Manager of Works Mr Gary Rasmussen inspected the road with the CEO and after the inspection the concrete floodway would be able to take the RAV 4 vehicles as it is a solid concrete structure, the signage is now up to standard, there is only a small section of the road that may have width issues which would be resolved with minor pruning, sight distances through the crests and curves is sufficient for RAV 4 vehicles.

The road would be suitable as a low volume RAV4 network road as per Councils Policy 8.1.2 .1 RESTRICTED ACCESS VEHICLE PERMIT ON LOW VOLUME ROADS Low Volume Condition Type A which was amended at the 21 November 2018 Ordinary Meeting of Council.

8.1.2 RESTRICTED ACCESS VEHICLE PERMIT ON LOW VOLUME ROADS

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

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

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

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

LOW VOLUME CONDITION TYPE A

- Transport operators must show courtesy to school buses and local traffic at all times.
- Operation during daylight hours only.

LOW VOLUME CONDITION TYPE B

- Transport operators must show courtesy to school buses and local traffic at all times.
- Operation during daylight hours only.
- Maximum speed limit of 40kmh.

Council has requested the changes to the permit conditions as to Main Roads Heavy Vehicles Section who are still working through the changes requested by Council.

The requested changes to Main Roads are as follows.

1. All operators must carry current written approval from the road asset owner permitting use of the road.
2. No operation on unsealed segment when visibly wet without road owners approval.
3. Local delivery and pickup only, driver must carry documentation as proof of local delivery or pickup.
4. Head lights to be switched on at all times when travelling at night.
5. No operation during school bus hours, transport operators are to contact the local schools to obtain bus hours.
6. Limit engine breaking near school.

Statutory Environment:

Local Government Act 1995,

Main Roads Western Australia, Heavy Vehicle Operation Restricted Access Vehicle System Network

Policy Implications:

Nil

Financial Implications:

Nil

Strategic Implications:

infrastructure

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

SHORT TERM STRATEGY	MEDIUM TERM STRATEGY	POINT OF MEASUREMENT	10 YR OUTCOME
1.1 Annual review of the performance and structure of Shire owned roads	1.2 Plant and equipment maintenance and replacement is planned for 1.3 Identification of road maintenance and improvements in the Asset Management Plan 1.4 Engagement of neighbouring Shires and key stakeholders in the Secondary Freight Route Project	<ul style="list-style-type: none"> - 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

Recommendations:

That the Shire of Wickepin advises Main Roads WA Heavy Vehicle Services that Council believes Dalton Road suitable to be added to the Restricted Access Vehicles Network 4 Permit Network.

Voting Requirements:

Simple majority.

Technical Services

10.1.03 – Secondary Freight Network

Submission To:	Ordinary Council
Location / Address:	Whole Shire
Name of Applicant:	Mark J Hook, Chief Executive Officer
File Reference:	RD.PLA.2630, RD.MEE.2609
Author:	Mark J Hook, Chief Executive Officer
Disclosure of any Interest:	Nil
Date of Report:	12 March 2019

Enclosure/Attachments:

Summary:

Council is being requested to consider an allocation of \$6,000 for the secondary freight network BBRF funding application in the 2019/20 budget estimates.

Background

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

Last year the Secondary Freight Network via the RRG asked all local governments in WBS to consider a budget allocation of \$6000 in the 18/19 financial year as part of our BBRF Funding application. Given that the next round of successful applications for BBRF haven't been announced we are now requesting that all LG's consider making that \$6000 allocation in their 19/20 budgets to ensure we still get to the \$250,000 co-contribution that will be required.

The Wheatbelt Secondary Freight Project proposed budget is as follows:

PROPOSED BUDGET AND FUNDING OPTIONS

Capital Cost	\$500M	Details
Planning Cost	\$5M	~1% of capital cost
Federal Government	\$3.5M	BBRF - requires co-contribution; or Major Project Business Case Fund
WA State Government	\$1.25M	DPIRD Leverage Fund DoT – RARF
Local Government	\$250K	Approx. - \$6K each from 42 LGAs

Comments:

Council passed the following resolution at its Ordinary Meeting of Council held on the 15th August 2018

Council Decision: **Resolution No 150818-17**
Moved Cr Martin/Seconded Cr Hinkley

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 7/0

Council did budget the \$6,000 in the 2018/2019 adopted budget and at this stage the \$6,000 has not been called upon. It would appear from the above email that it is anticipated that the \$6,000 will not be required until the 2019/2020 financial year.

Statutory Environment:

Nil

Policy Implications:

Nil

Financial Implications:

Estimated contribution of \$6,000 in the 2019/2020 Financial Year

Strategic Implications:

Fits within goal one of the 2018 - 2028 Strategic Community Plan

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

HIGH PRIORITY — Maintenance and improvement of road infrastructure.

infrastructure

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

SHORT TERM STRATEGY	MEDIUM TERM STRATEGY	POINT OF MEASUREMENT	10 YR OUTCOME
1.1 Annual review of the performance and structure of Shire owned roads	1.2 Plant and equipment maintenance and replacement is planned for 1.3 Identification of road maintenance and improvements in the Asset Management Plan 1.4 Engagement of neighbouring Shires and key stakeholders in the Secondary Freight Route Project	<ul style="list-style-type: none"> - 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

Recommendations:

That Council places an allocation of \$6,000 in 2019/2020 budget estimates to co-fund the Secondary Freight Route Project development under the Building Better Regions Program application by the Wheatbelt South and Wheatbelt North Regional Road Groups.

Voting Requirements:

Simple majority.

Governance, Audit and Community Services

10.2.01 – List of Accounts

Submission To:	Ordinary Council
Location / Address:	Whole Shire
Name of Applicant:	Erika Clement – Finance Manager
File Reference:	FM.BA.1201
Author:	Erika Clement – Finance Manager
Disclosure of any Interest:	Financial
Date of Report:	14 March 2019

Enclosure/Attachments:

Nil

Summary:

List of Accounts remitted during the period from 1 February 2019 to 28 February 2019.

<u>Municipal Account</u>	<u>Vouchers</u>	<u>Amounts</u>
EFT	9122 – 9191, 9275	\$ 121,472.17
Cheques	15586 - 15590	\$ 19,476.02
Payroll	February	\$ 72,520.00
Superannuation	February	\$ 26,015.08
Credit Card	February	\$574.35
Direct Deductions	February	\$12,343.56
Licensing	February	\$ 23,732.80
Trust		
EFT	9151 - 9152	\$61.65
Cheques	1352	\$1,640.00
	Total	<u>\$277,261.28</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) & (4).

Policy Implications:

Policy 3.1.7 - Cheque Issue.

Strategic Implications:

Nil.

Recommendation:

That Council acknowledges that payments totalling \$277,261.28 for February 2019 has been made in accordance with the list included in these minutes, and scrutiny of the list has found that the payments are satisfactory.

Voting Requirements:

Simple majority.

Governance, Audit and Community Services

10.2.02 – Financial Report

Submission To:	Ordinary Council
Location / Address:	Whole Shire
Name of Applicant:	Erika Clement – Finance Manager
File Reference:	FM.FR.1212
Author:	Erika Clement – Finance Manager
Disclosure of any Interest:	Nil
Date of Report:	14 March 2019

Enclosure/Attachments:

Monthly financial report for the month of February 2019.

Background

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

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

Comments:

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

Statutory Environment:

Section 6.4(2) of the Local Government Act 1995
Local Government (Financial Management) Regulations 1996

34. Financial reports to be prepared s. 6.4

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

- (4) A statement of financial activity, and the accompanying documents referred to in sub regulation (2), is to be -
- (a) Presented to the council -
 - (i) At the next ordinary meeting of the council following the end of the month to which the statement relates; or
 - (ii) if the statement is not prepared in time to present it to the meeting referred to in subparagraph (i), to the next ordinary meeting of the council after that meeting; and
 - (b) Recorded in the minutes of the meeting at which it is presented.
- (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:

Nil.

Financial Implications:

Nil.

Strategic Implications:

Nil.

Recommendations:

That the financial statements tabled for the period ending 28 February 2019 as presented be received.

Voting Requirements:

Simple majority.

SHIRE OF WICKEPIN
MONTHLY FINANCIAL REPORT
For the Period Ended 28 February 2019

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

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Shire of Wickepin

Compilation Report

For the Period Ended 28 February 2019

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 28 February 2019 of \$1,825,735.

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

Preparation

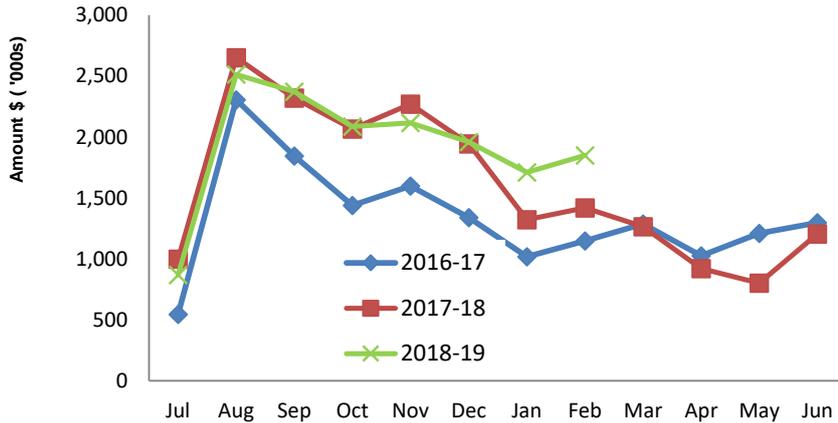
Prepared by: Erika Clement Finance Manager

Reviewed by: Mark Hook CEO

Date prepared: 12-Mar-19

Shire of Wickepin
Monthly Summary Information
 For the Period Ended 28 February 2019

Liquidity Over the Year (Refer Note 3)



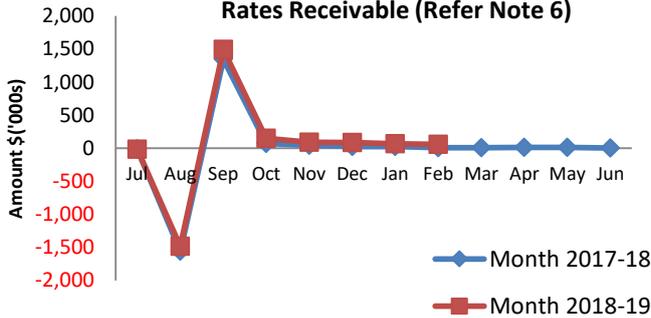
Cash and Cash Equivalents as at period end

Unrestricted	\$	1,968,953
Restricted	\$	1,804,855
	\$	<u>3,773,808</u>

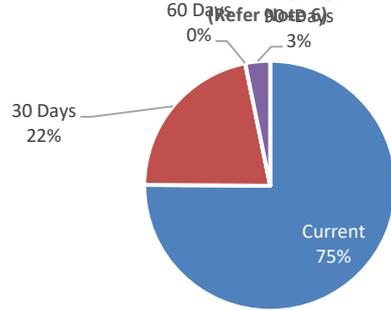
Receivables

Rates	\$	60,184
Other	\$	4,641
	\$	<u>64,825</u>

Rates Receivable (Refer Note 6)



Accounts Receivable Ageing (non-rates)



Comments

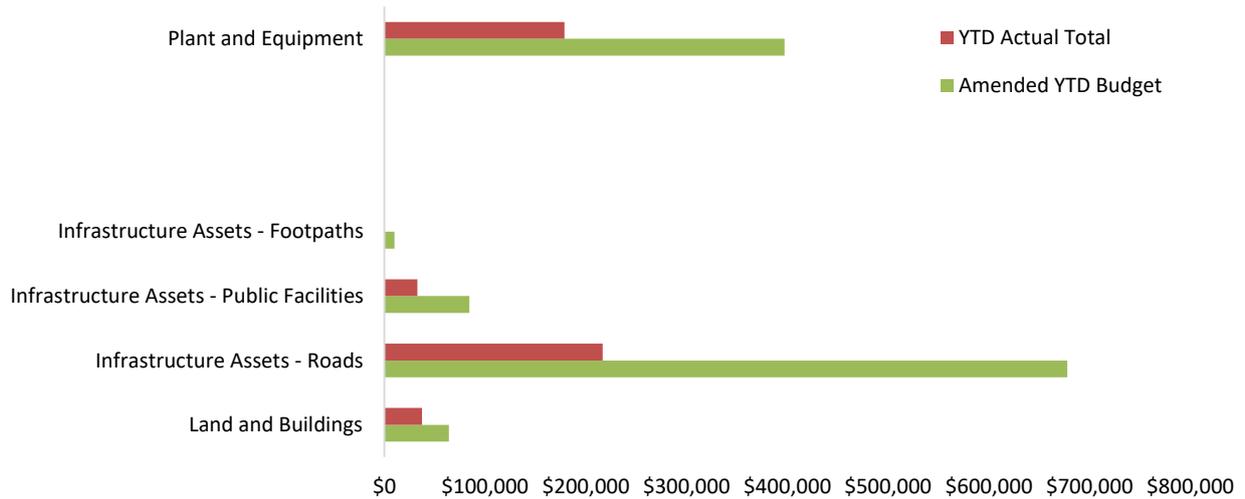
Unrestricted cash includes the following payments in advance

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

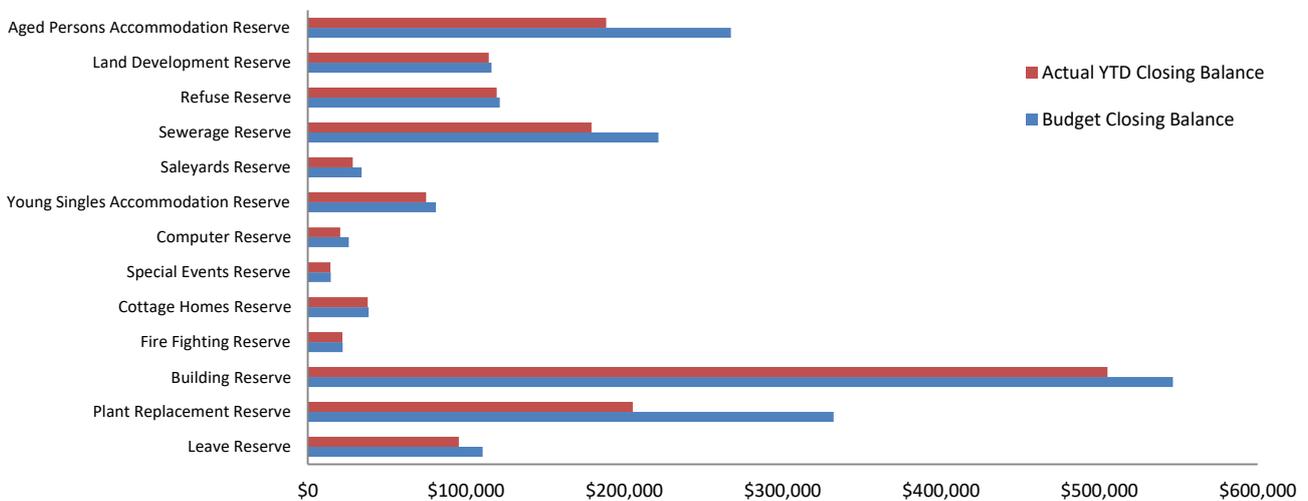
This information is to be read in conjunction with the accompanying Financial Statements and notes.

Shire of Wickepin
Monthly Summary Information
 For the Period Ended 28 February 2019

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.

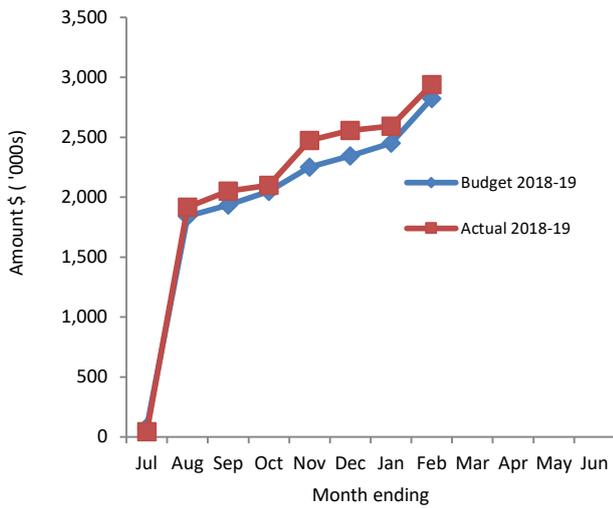
Shire of Wickepin

Monthly Summary Information

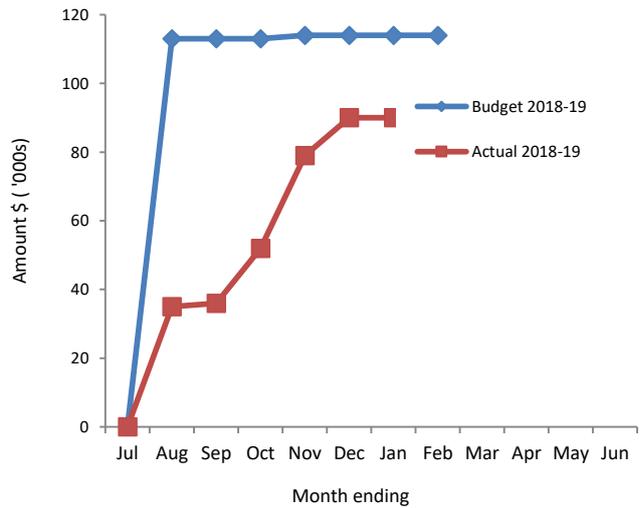
For the Period Ended 28 February 2019

Revenues

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

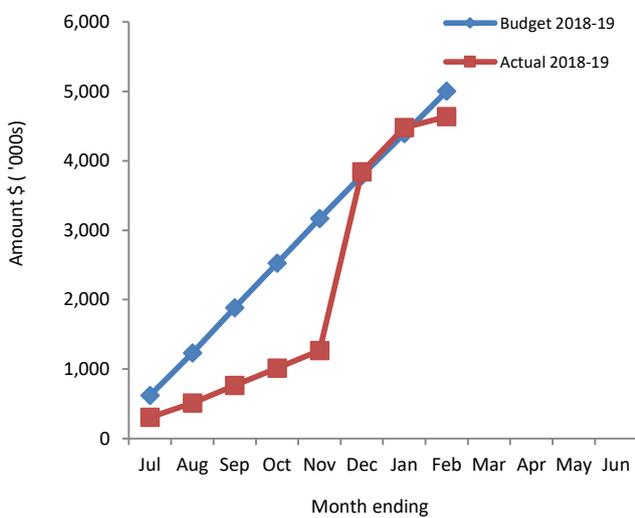


Budget Capital Revenue -v- Actual (Refer Note 2)

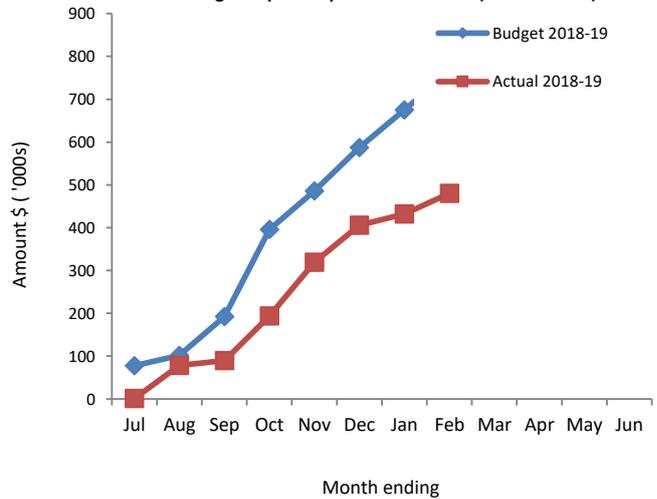


Expenditure

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



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



Comments

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

Council Meeting
SHIRE OF WICKEPIN
STATEMENT OF FINANCIAL ACTIVITY
(Statutory Reporting Program)
For the Period Ended 28 February 2019

Note	Annual Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
Operating Revenues						
	\$	\$	\$	\$	%	
	1,110	728	8,147	7,419	1019.03%	▲
9	1,352,265	1,352,133	1,359,627	7,494	0.55%	
	819,181	604,632	586,632	(18,001)	(2.98%)	
	72,887	64,851	72,476	7,625	11.76%	▲
	250	160	0	(160)	(100.00%)	
	4,160	2,768	186	(2,582)	(93.27%)	
	108,150	78,752	72,018	(6,734)	(8.55%)	▼
	176,300	160,347	159,107	(1,240)	(0.77%)	
	32,597	21,704	28,034	6,330	29.17%	▲
	646,931	485,846	570,962	85,116	17.52%	▲
	42,165	29,752	31,576	1,824	6.13%	
	33,500	22,320	53,266	30,946	138.65%	▲
	3,289,496	2,823,993	2,942,030	118,036		
Operating Expense						
	(445,002)	(327,828)	(299,955)	27,873	8.50%	▼
	(25,916)	(17,352)	(14,336)	3,016	17.38%	▼
	(17,842)	(11,840)	(4,184)	7,656	64.67%	▼
	(189,061)	(125,848)	(102,618)	23,230	18.46%	▼
	(374,058)	(249,000)	(239,436)	9,564	3.84%	
	(982,652)	(656,782)	(672,130)	(15,348)	(2.34%)	
	(4,759,357)	(3,172,704)	(3,212,466)	(39,762)	(1.25%)	
	(241,056)	(160,544)	(142,880)	17,664	11.00%	▼
	(26,141)	(30,054)	(88,743)	(58,689)	(195.28%)	▲
	(7,400,570)	(5,002,834)	(5,018,752)	(15,917)		
Funding Balance Adjustments						
	4,327,930	2,885,248	3,111,744	226,496	7.85%	▲
8	24,900	31,300	50,795	19,495	62.28%	▲
	0	0	0	0		
	241,756	737,707	1,085,817	348,110		
Capital Revenues						
8	170,594	113,729	90,352	(23,377)	(20.56%)	▼
	170,594	113,729	90,352	(23,377)		
Capital Expenses						
	0	0	0	0		
13	(64,200)	(37,328)	(37,243)	85	0.23%	
13	(677,876)	(390,464)	(207,126)	183,338	46.95%	▼
13	(10,000)	(6,664)	(181)	6,483	97.29%	▼
Note 13	(84,500)	(51,648)	(33,153)	18,495	35.81%	▼
13		0	0	0		
13	(397,144)	(254,856)	(176,658)	78,198	30.68%	▼
13	(22,000)	(22,000)	(25,347)	(3,347)	(15.22%)	
	(1,255,720)	(762,960)	(479,708)	283,252		
	(1,085,126)	(649,231)	(389,356)	259,875		
Financing						
10	0	0	0	0		
	0	0	0	0		
	6,081	6,081	6,081	(0)	(0.01%)	
7	46,500	19,375	0	(19,375)	(100.00%)	
	0	0	0	0		
10	(29,837)	(19,700)	(21,452)	(1,752)	(8.89%)	
7	(313,466)	(156,733)	0	156,733	100.00%	▼
	(290,722)	(150,977)	(15,371)	135,606		
Net Operations, Capital and Financing						
	(1,134,092)	(62,501)	681,090	763,086		
Opening Funding Surplus(Deficit)						
3	1,134,092	1,144,645	1,144,645	0	0.00%	
Closing Funding Surplus(Deficit)						
3	0	1,082,144	1,825,735	763,086		

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 28 February 2019

	Note	Amended Annual Budget	Amended YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
Operating Revenues		\$	\$	\$	\$	%	
Rates	9	1,352,265	1,352,093	1,359,627	7,534	0.56%	
Operating Grants, Subsidies and Contributions	11	861,048	661,627	711,302	49,675	7.51%	▲
Fees and Charges		459,782	373,819	411,017	37,198	9.95%	▲
Service Charges		0	0	0	0		
Interest Earnings		52,000	29,664	13,623	(16,041)	(54.07%)	▼
Other Revenue		0	0	0	0		
Profit on Disposal of Assets	8	21,680	14,448	3,888			
Total Operating Revenue		2,746,775	2,431,651	2,499,458	78,366		
Operating Expense							
Employee Costs		(1,318,973)	(879,548)	(837,337)	42,211	4.80%	
Materials and Contracts		(1,358,671)	(921,681)	(750,956)	170,725	18.52%	▲
Utility Charges		(175,545)	(116,920)	(94,897)	22,023	18.84%	▲
Depreciation on Non-Current Assets		(4,327,930)	(2,885,248)	(3,111,744)	(226,496)	(7.85%)	▼
Interest Expenses		(3,453)	(2,288)	(2,969)	(681)	(29.78%)	
Loss on Disposal of Assets	8	(46,580)	(45,748)	(54,682)			
Total Operating Expenditure		(7,410,310)	(5,005,326)	(5,018,752)	(4,491)		
Funding Balance Adjustments							
Add back Depreciation		4,327,930	2,885,248	3,111,744	226,496	7.85%	▲
Adjust (Profit)/Loss on Asset Disposal	8	24,900	31,300	50,794	19,494	62.28%	▲
Adjust Provisions and Accruals			0	0	0		
Net Cash from Operations		(310,705)	342,873	643,244	319,866		
Capital Revenues							
Grants, Subsidies and Contributions	11	552,461	398,830	442,572	43,742	10.97%	▲
Proceeds from Disposal of Assets	8	170,594	113,729	90,352	(23,377)	(20.56%)	▼
Total Capital Revenues		723,055	512,559	532,924	20,365		
Capital Expenses							
Land Held for Resale		0	0	0	0		
Land and Buildings	13	(64,200)	(37,328)	(37,243)	85	0.23%	
Infrastructure - Roads	13	(677,876)	(390,464)	(207,126)	183,338	46.95%	▲
Infrastructure - Public Facilities	13	0	0	0	0		
Infrastructure - Footpaths	13	(10,000)	(6,664)	(181)	6,483	97.29%	▲
Infrastructure - Drainage	13	(84,500)	(51,648)	(33,153)	18,495	35.81%	▲
Heritage Assets	13	0	0	0	0		
Plant and Equipment	13	(397,144)	(254,856)	(176,658)	78,198	30.68%	▲
Furniture and Equipment	13	(22,000)	(22,000)	(25,347)	(3,347)	(15.22%)	
Total Capital Expenditure		(1,255,720)	(762,960)	(479,708)	283,252		
Net Cash from Capital Activities	Note 13	(532,665)	(250,401)	53,216	303,617		
Financing							
Proceeds from New Debentures		0	0	0	0		
Proceeds from Advances		0	0	0	0		
Self-Supporting Loan Principal		6,081	6,081	6,081	(0)	(0.01%)	
Transfer from Reserves	7	46,500	19,375	0	(19,375)	(100.00%)	
Advances to Community Groups		0	0	0	0		
Repayment of Debentures	10	(29,837)	(19,700)	(21,452)	(1,752)	(8.89%)	
Transfer to Reserves	7	(313,466)	(156,733)	0	156,733	100.00%	▲
Net Cash from Financing Activities		(290,722)	(150,977)	(15,371)	135,606		
Net Operations, Capital and Financing		(1,134,092)	(58,505)	681,090	759,089		
Opening Funding Surplus(Deficit)	3	1,134,092	1,144,645	1,144,645	0	0.00%	
Closing Funding Surplus(Deficit)	3	0	1,086,140	1,825,734	759,089		

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

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

STATEMENT OF CAPITAL ACQUISITIONS AND CAPITAL FUNDING
For the Period Ended 28 February 2019

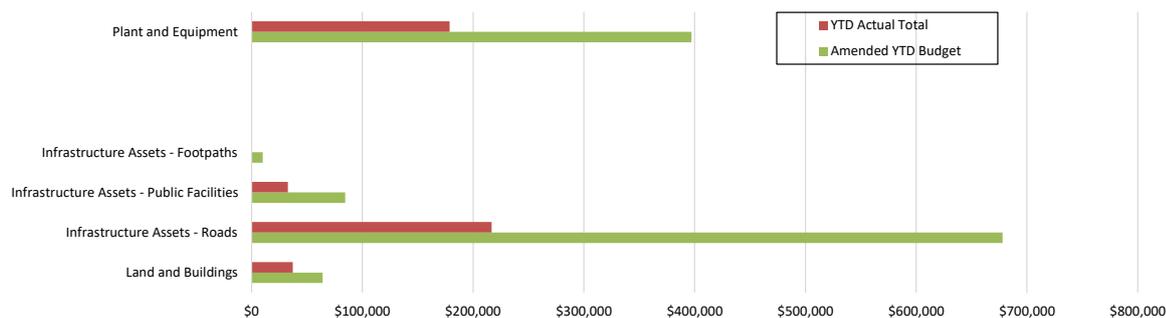
		YTD 28 02 2019					
Capital Acquisitions	Note	YTD Actual New /Upgrade (a)	YTD Actual (Renewal Expenditure) (b)	YTD Actual Total (c) = (a)+(b)	Amended YTD Budget (d)	Amended Annual Budget	Variance (d) - (c)
Land and Buildings	13	\$ 37,243	\$ 0	\$ 37,243	\$ 64,200	\$ 64,200	\$ (26,958)
Infrastructure Assets - Roads	13		216,746	216,746	677,876	677,876	(461,130)
Infrastructure Assets - Public Facilities	13	32,836	0	32,836	84,500	84,500	(51,664)
Infrastructure Assets - Footpaths	13	182	0	182	10,000	10,000	(9,818)
Plant and Equipment	13	178,823	0	178,823	397,144	397,144	(218,321)
Capital Expenditure Totals		262,962	216,746	479,708	#REF!	#REF!	#REF!

Funded By:

Capital Grants and Contributions	442,572	552,461	552,461	109,889
Borrowings	0	0	0	0
Other (Disposals & C/Fwd)	90,352	113,729	170,594	(23,377)
Own Source Funding - Cash Backed Reserves				
Leave Reserve			13,500	
Saleyard Reserve			0	
Refuse Reserve			0	
Land Development Reserve			0	
Staff Housing Reserve	0		33,000	
Building Reserve	0		0	
Total Own Source Funding - Cash Backed Reserves	0	19,375	46,500	(19,375)
Own Source Funding - Operations	(53,216)	#REF!	#REF!	#REF!
Capital Funding Total	479,708	#REF!	#REF!	#REF!

Comments and graphs

Capital Expenditure Program YTD



SHIRE OF WICKEPIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 28 February 2019

1. SIGNIFICANT ACCOUNTING POLICIES

(a) Basis of Accounting

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

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

Critical Accounting Estimates

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

(b) The Local Government Reporting Entity

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

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

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

(c) Rounding Off Figures

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

(d) Rates, Grants, Donations and Other Contributions

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

(e) Goods and Services Tax

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

Note 13

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 28 February 2019

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 28 February 2019

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 28 February 2019

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 28 February 2019

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 28 February 2019

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(q) Nature or Type Classifications (Continued)

Insurance

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

Loss on asset disposal

Loss on the disposal of fixed assets.

Depreciation on non-current assets

Depreciation expense raised on all classes of assets.

Interest expenses

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

Other expenditure

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

(r) Statement of Objectives

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

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

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

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

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

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

(s) GOVERNANCE

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

GENERAL PURPOSE FUNDING

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

LAW, ORDER, PUBLIC SAFETY

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

HEALTH

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

SHIRE OF WICKEPIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 28 February 2019

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 28 February 2019

Note 2: EXPLANATION OF MATERIAL VARIANCES

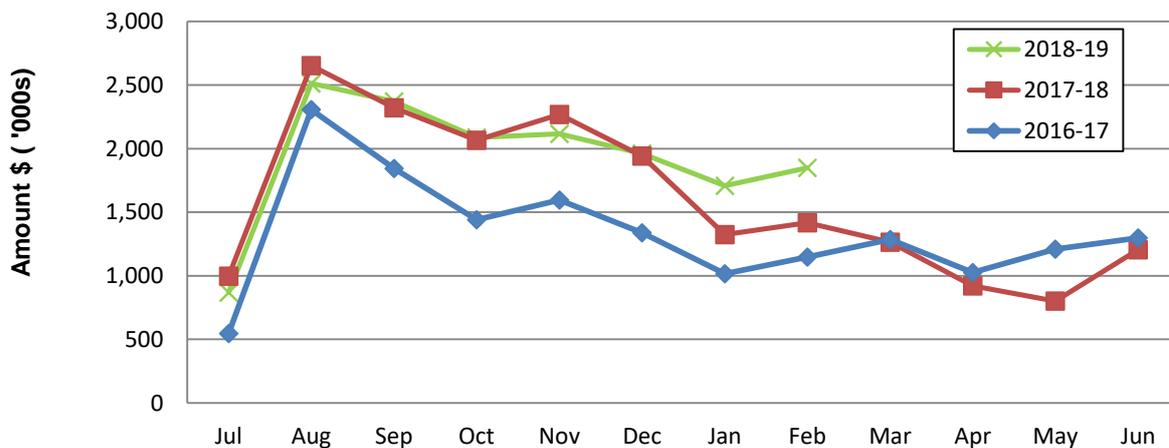
Reporting Program	Var. \$	Var. %	Var.	Timing/ Permanent	Explanation of Variance
Operating Revenues	\$	%			
Governance	7,419	1019.03%	▲	Permanent	Great Southern Regional Business Assc - Refund
General Purpose Funding - Other	(18,001)	(2.98%)			
Law, Order and Public Safety	7,625	11.76%	▲	Permanent	ESL Grant 2017/2018 supplement
Housing	(6,734)	(8.55%)	▼	Timing	Housing Units vacant
Community Amenities	(1,240)	(0.77%)			
Recreation and Culture	6,330	29.17%	▲	Permanent	Art Prize Entries, Arty Party ticket sales, Lamb & Lager Ticket Sales
Transport	85,116	17.52%	▲	Timing	
Other Property and Services	30,946	138.65%			
Operating Expense					
Governance	27,873	8.50%	▼	Timing	Expenditure not as high
General Purpose Funding	6,119	10.35%	▼	Timing	Expenditure not as high
Law, Order and Public Safety	2,759	1.44%			
Health	3,016	17.38%	▼	Timing	Waiting for Shire of Narrogin Accounts
Education and Welfare	7,656	64.67%	▼	Timing	CDO projects not completed, Donations lower
Recreation and Culture	(15,348)	(2.34%)			
Transport	(39,762)	(1.25%)			
Economic Services	17,664	11.00%	▼	Timing	Mainenance costs down.
Other Property and Services	(58,689)	(195.28%)	▲	Timing	Workers Comp claims
Capital Revenues					
Grants, Subsidies and Contributions	43,742	10.97%	▲	Timing	MRWA grant increase
Proceeds from Disposal of Assets	(23,377)	(20.56%)	▼	Timing	Assets not yet disposed of
Capital Expenses					
Land and Buildings	85	0.23%			
Infrastructure - Roads	183,338	46.95%	▼	Timing	Road Projects not yet started or completed
Infrastructure - Footpaths	6,483	97.29%	▼	Timing	Footpath projects not started yet
Plant and Equipment	78,198	30.68%	▼	Timing	Skid Steere Loader & Trailer still be purchased
Furniture and Equipment	(3,347)	(15.22%)			
Financing					
Loan Principal	(1,752)	(8.89%)			

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 28 February 2019

Note 3: NET CURRENT FUNDING POSITION

		Positive=Surplus (Negative=Deficit)			
		YTD 28 Feb	30 June 2018	YTD 27 Feb	
Note		2019		2018	
		\$	\$	\$	
Current Assets					
	Cash Unrestricted	4	1,968,953	1,296,360	975,440
	Cash Restricted	4	1,804,855	1,804,855	1,274,113
	Receivables - Rates	6	60,184	18,877	73,835
	Receivables -Other	6	4,641	11,566	112,223
	Interest / ATO Receivable/Trust		8,928	25,910	27,693
	Inventories			0	0
			3,847,561	3,157,568	2,463,304
Less: Current Liabilities					
	Payables		(39,752)	(17,216)	(26,842)
	Provisions		(177,221)	(190,853)	(144,743)
			(216,973)	(208,068)	(171,586)
Net Current Funding Position			1,825,734	1,144,645	1,017,605

Note 3 - Liquidity Over the Year



Comments - Net Current Funding Position

Note 13

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 28 February 2019**Note 4: CASH AND INVESTMENTS**

	Interest Rate	Unrestricted \$	Restricted \$	Trust \$	Total Amount \$	Institution	Maturity Date
(a) Cash Deposits							
Municipal Bank Account	0.00%	145,505			145,505	ANZ	At Call
Reserve Bank Account	0.00%		4,855		4,855	ANZ	At Call
Trust Bank Account	0.00%			43,576	43,576	ANZ	At Call
Cash On Hand	Nil	700			700	N/A	On Hand
(b) Term Deposits							
Municipal					0		
Municipal	2.50%	400,000			400,000	ANZ	09-May-19
Municipal	1.45%	1,422,748			1,422,748	WA Treasury	At Call
Reserve	2.35%		1,800,000		1,800,000	ANZ	18-Jun-19
Trust	2.10%			80,000	80,000	ANZ	18-Jun-19
Total		1,968,953	1,804,855	123,576	3,897,383		

Note 5: BUDGET AMENDMENTS

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

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

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 28 February 2019

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 28 February 2019

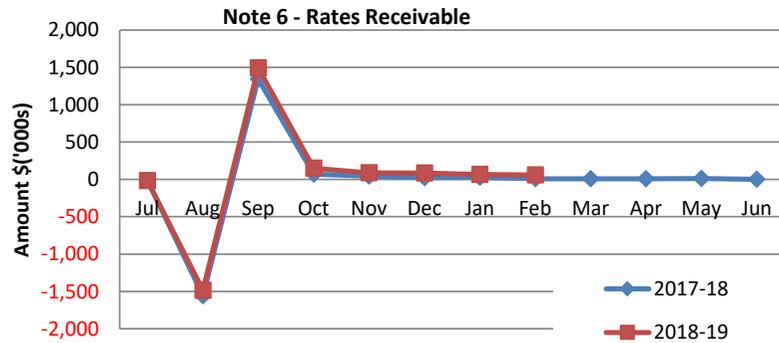
Note 6: RECEIVABLES

Receivables - Rates Receivable

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

Net Rates Collectable
% Collected

	YTD 28 Feb 2019	30 June 2017
	\$	\$
Opening Arrears Previous Years	19,522	25,543
Levied this year	1,532,894	1,497,589
<u>Less</u> Collections to date	(1,492,232)	(1,503,610)
Equals Current Outstanding	60,184	19,522
Net Rates Collectable	60,184	19,522
% Collected	96.12%	98.72%



Comments/Notes - Receivables Rates

Receivables - General

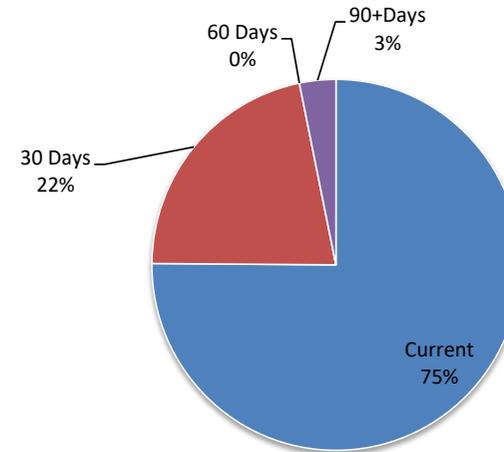
Receivables - General

Total Receivables General Outstanding

Amounts shown above include GST (where applicable)

	Current	30 Days	60 Days	90+Days
	\$	\$	\$	\$
Receivables - General	3,486	1,007	0	148
Total Receivables General Outstanding				4,641

Note 6 - Accounts Receivable (non-rates)



Comments/Notes - Receivables General

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 28 February 2019

Note 8 CAPITAL DISPOSALS

Actual YTD Profit/(Loss) of Asset Disposal				Disposals	Amended Current Budget			Comments
Cost	Accum Depr	Proceeds	Profit (Loss)		YTD 28 02 2019			
					Amended Annual Budget Profit/(Loss)	Actual Profit/(Loss)	Variance	
\$	\$	\$	\$	\$	\$	\$		
Plant and Equipment								
37,970	(3,308)	35,950	1,288	PCEOF Holden Colorado CEO	1,000	1,288	288	GL 109930.70
				PCEOG Holden Colorado CEO	(2,480)	0	2,480	
53,500	(16,000)			P2489 2010 Bobcat Skid Steere	6,750	0	(6,750)	
1,000	(200)			P3518 1988 Flat Top Trailer for Bob Cat	0	0	0	
12,000	(3,600)	11,000	2,600	P2495 2007 John Deere Mower	2,600	2,600	(0)	
34,000	(6,800)	16,129	(11,071)	P706 2014 Holden Colorado Single Cab Utility 4X4	0	(11,071)	(11,071)	
43,673	(11,989)	27,273	(4,411)	PFACEY 2014 - Facey Group Colorado Crew Utility 4x4	11,330	(4,411)	(15,741)	
49,000	(9,799)	0	(39,201)	P182 Tincurrin Fire Truck	(44,100)	(39,201)	4,899	
231,143	(51,696)	90,352	(50,795)		(24,900)	(50,795)	(25,895)	

Comments - Capital Disposal/Replacements

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 28 February 2019

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 \$
Note 9: RATING INFORMATION										
RATE TYPE										
Differential General Rate										
GRV	194	1,819,215	127,894		0	127,894	127,894			127,894
UV	278	132,731,703	1,321,708	(111)		1,321,597	1,321,742			1,321,742
Sub-Totals	472	134,550,918	1,449,602	(111)	0	1,449,491	1,449,636	0	0	1,449,636
Minimum Payment										
Minimum \$										
GRV	63	91,032	25,200			25,200	25,200			25,200
UV	15	325,246	6,000			6,000	6,000			6,000
Sub-Totals	78	416,278	31,200	0	0	31,200	31,200	0	0	31,200
Ex Gratia Rates						1,480,691				1,480,836
Discount						11,734				8,454
Rates Writeoffs						(132,780)				
Totals						1,359,627				1,489,290

Comments - Rating Information

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 28 February 2019

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		15,371	23,285	32,601	24,687	1,616	2,196	24/06/2020
Loan 102 - WD Sports Club SS Greens	32,961		6,080	6,081	26,881	26,880	1,258	1,258	17/01/2023
	80,933	0	21,452	29,366	59,481	51,567	2,874	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 28 February 2019

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)	\$	\$	\$	\$	\$	\$
GENERAL PURPOSE FUNDING								
Grants Commission - General	WALGGC	Y	527,399	0	527,399	0	395,549	131,850
Grants Commission - Roads	WALGGC	Y	235,332	0	235,332	0	176,499	58,833
LAW, ORDER, PUBLIC SAFETY								
FESA Grant - Operating Bush Fire Brigade	Dept. of Fire & Emergency Serv.	Y	22,337	0	22,337	0	22,040	297
				0			0	0
HOUSING								
						0	0	0
COMMUNITY AMENITIES								
RECREATION AND CULTURE								
TRANSPORT								
				0	0	0	0	0
Roads To Recovery Grant - Cap	Roads to Recovery	Y	215,181	0	0	215,181	154,430	60,751
RRG Grants - Capital Projects	Regional Road Group	Y	245,690	0	0	245,690	196,552	49,138
Direct Grant - Maintenance	Dept. of Transport	Y	72,120	0	72,120	0	117,214	(45,094)
State Flood Income- Wandrra Funding	Wandrra Funding		91,590	0	0	91,590	91,590	
EDUCATION	RDA movie nights				0			0
TOTALS			1,413,509	0	861,048	552,461	1,157,734	255,775
Operating	Operating				861,048		711,302	
Non-Operating	Non-operating				552,461		442,572	

SHIRE OF WICKEPIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 28 February 2019

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 28-Feb-19
	\$	\$	\$	\$
Housing Bonds	0	1,900	(1,900)	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	1,114	(1,114)	0
Ram Pavillion	0	0	0	0
LCDC Landcare	0	2,193	0	2,193
Cat/Dog Trap Hire	100	150	(100)	150
WDSC Replacement Greens	85,770	10,809	0	96,579
Miscellaneous Trust	3,762	-1,143	(2,265)	354
Yealering Bowling Club Greens	23,700	0	0	23,700
Licensing		237,794	(237,794)	0
	114,532	253,417	(244,372)	123,576

Level of Completion Indicators

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

SHIRE OF WICKEPIN
 NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
 For the Period Ended 28 February 2019

Note 13: CAPITAL ACQUISITIONS

		28/02/2019					
Infrastructure Assets		Amended Annual Budget	Amended YTD Budget	YTD Actual	Variance (Under)/Over	YTD Actual (Renewal Exp)	Strategic Reference / Comment
Land for Resale							
Land for Resale Total		0	0	0	0	0	
Land & Buildings							
Housing							
5 Smith St	LHS11C	(8,200)	0	(9,278)	(9,278)		
Community Amenities							
CAC new car port	WBC3	(15,000)	(10,000)	(7,294)	2,706		carried over from 2017/2018
Community Amenities Total		(15,000)	(10,000)	(7,294)	2,706		
Transport							
Washdown Bay - Depot	LDP1	(41,000)	(27,328)	(20,671)	6,657		
Transport Total		(41,000)	(27,328)	(20,671)	6,657		
Land and Buildings Total		(64,200)	(37,328)	(37,243)	85		0
Footpaths							
Transport							
Footpaths Wickepin	LFP1	(10,000)	(6,664)	(78)	6,586		
Footpaths Yealering	LFP2	0	0	0	0		
Walk Trails	LWW1	0	0	(103)	(103)		
Transport Total		(10,000)	(6,664)	(181)	6,483		0
Footpaths Total		(10,000)	(6,664)	(181)	6,483		0
Furniture & Equipment							
Recreation And Culture							
Johnson Park Exercise Equipment	CJPE	0	0	(1,849)	(1,849)		0 carried over from 2017/2018
Aquatic Centre - Chemical Controller	LSP3	(12,000)	(12,000)	(13,878)	(1,878)		
Wickepin Community Centre	CLCC1	(10,000)	(10,000)	(9,620)	380		
Recreation And Culture Total		(22,000)	(22,000)	(25,347)	(3,347)		0
Furniture & Office Equip. Total		(22,000)	(22,000)	(25,347)	(3,347)		0
Plant , Equip. & Vehicles							
Governance							
Holden Colorado CEO	1064	(70,364)	(37,000)	(37,586)	(586)		0
Governance Total		(70,364)	(37,000)	(37,586)	(586)		0
Transport							
P2489 2010 Bobcat Skid Steere	6034	(119,750)	(49,896)	0	49,896		0
P3518 1988 Flat Top Trailer for Bob Cat	6034	(37,500)	(15,625)	0	15,625		0
P2495 - 2007 John Deere Mower	6034	(60,500)	(25,208)	(59,990)	(34,782)		0
P706 - 2014 Holden Colorado Single Cab Utility 4X4	6034	(43,015)	(7,169)	(30,675)	(23,506)		0
PFACEY - 2014 - Facey Group Colorado Crew Utility 4x4	6034	(66,015)	(11,003)	(48,407)	(37,405)		0
Transport Total		(326,780)	(217,856)	(139,072)	(30,172)		0
Plant , Equip. & Vehicles Total		(397,144)	(254,856)	(176,658)	(30,758)		0
Infrastructure Other							
Recreation and Culture							
Wickepin Cemetery Upgrade	WCU1	(4,000)	(2,664)	0	2,664		
Harrismith Cemetery Upgrade	HCU1	(15,000)	(10,000)	(13,662)	(3,662)		
War Memorial	CWWM1	(5,000)	(3,328)	(2,165)	1,163		

Note 13: CAPITAL ACQUISITIONS

		28/02/2019					
		Amended Annual Budget	Amended YTD Budget	YTD Actual	Variance (Under)/Over	YTD Actual (Renewal Exp)	Strategic Reference / Comment
	Infrastructure Assets						
○	Wickepin Oval - Lights	WKLI (20,000)	(13,328)	0	13,328		
○	Street Bins	3854 (7,000)	0	0	0		
●	Boundary Signs	WBS1 (23,500)	(15,664)	(13,563)	2,101		carried over from 2017/2018
○	Benches	4584 (7,000)	(4,664)	0	4,664		
○	Town Information Board Upgrade	7124 (3,000)	(2,000)	0	2,000		
○	Recreation And Culture Total	(84,500)	(51,648)	(29,390)	22,258		0
	Community Amenity						
○	Effluent Drainage Scheme	LED1 0	0	(3,762)	(3,762)		0
○	Community Amenity Total	0	0	(3,762)	(3,762)		0
○	Public Facilities Total	(84,500)	(51,648)	(33,153)	18,495		0
	Roads						
	Transport Regional Road Group						
○	Wickepin Corrigin Road	RG001 (80,925)	(53,944)	(1,125)	52,819		0
○	Wickepin Harrismith Road	RG002 (130,000)	(86,664)	(1,750)	84,914		0
○	Pingelly Wickepin Road	RG003 (157,610)	(105,072)	(127,505)	(22,433)		0
○	Regional Road Group Total	(368,535)	(245,680)	(130,380)	115,300		0
	Transport Roads to Recovery						
○	Wickepin North Rd	R2R015 (134,190)	(22,128)	(53,600)	(31,472)		0
○	Inkiepinkie Road	R2R160 (33,194)	(28,344)	(5,147)	23,197		0
○	86 Gate Road	R2R013 (42,518)	(28,024)	(706)	27,318		0
○	Kirk Rock Road	R2R014 (42,039)	(28,024)	(706)	27,318		0
○	Roads to Recovery Total	(251,941)	(106,520)	(60,158)	46,362		0
	Council Resources Construction						
○	Drainage and Headwalls	CODAH (57,400)	(38,264)	(16,587)	21,677		0
○	Council Resources Construction Total	(57,400)	(38,264)	(16,587)	21,677		0
○	Roads Total	(677,876)	(390,464)	(207,126)	183,338		0
○	Capital Expenditure Total	(1,255,720)	(762,960)	(479,708)	174,297		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:	14 March 2019

Community Development	<p>Townscape</p> <ul style="list-style-type: none"> Boundary statement signs: Jason Signs are able to manufacture the signs to a height of 2390mm and a width of 1190mm and will have them signed off as <i>engineered certified</i> before production. The CDO is still in communication with Jason Signs re the addition of some colour to the signs. Exteria Landmark should have the pictorial strut rubbish bins ready for pickup shortly. Two of the bins will be placed in Yealering (one near the pub and one on the foreshore); and one bin will go to Harrismith. Seat for Yealering caravan park will be ready for collection in April <p>War Memorial</p> <ul style="list-style-type: none"> War Memorial extension: Extensive communication with Jason Signs with regards the manufacture of the 3 posts for the extension. One post will have the two names needing to be added to the WW1 memorial; and two posts share the 17 names of the Killed in Action from WW2. Jason Signs have been slow in picking up the order but we hope to have the installation completed for Anzac Day 2019. Artwork has been approved and manufacture has begun. <p>Anzac Day</p> <ul style="list-style-type: none"> Planning with the ESO for the event. Confirmed so far: Shirley Howell, author of Joe Pearce: Beyond Hellfire and Back, to be the speaker; Linda Myers to read the blessing; Yealering Primary School will be bringing students to read a poem; Colin Plumb to raise the flag; wreaths to be ordered for the shire and police. Invitations extended to Wickepin Primary School, David Koppers, Murray Lang and local singers to be involved. Families of those connected to the soldiers from WW2 will be invited to the service. <p>Wickepin Winter Weekend</p> <ul style="list-style-type: none"> Planning for the weekend of music and dance to be held over the weekend of 21 – 23 June 2019 at the Wickepin Town Hall and Community Centre grounds. Information is being sought on the weekend by the wider community of the Great Southern, highlighting the success of event in the past. <p>Community Grants</p> <ul style="list-style-type: none"> The 2019/20 grant round will close 4pm Friday 24 May. Support to groups requiring information and help with the grant process. All but one of the successful 2018/19 applicants have been acquitted. <p>Other</p> <ul style="list-style-type: none"> Information sent to community on events and grant opportunities.
Economic Development	<p>Harrismith Cemetery</p> <ul style="list-style-type: none"> Gravel is currently being placed and compacted at the front gateway. A new cemetery sign and niche wall signs have yet to be ordered. The CDO has requested quotes and is awaiting proofs. <p>Wickepin Cemetery</p>

	<ul style="list-style-type: none"> • Extensions to the existing memorial ash system have been picked up from Perth and will be installed when the works crew are available. • Discussion regarding the state of the garden is underway with the CDO, CEO and shire gardener. <p>Yealering Foreshore</p> <ul style="list-style-type: none"> • Correspondence with the Wheatbelt NRM. • Support to Kirkgate Consulting with the Living Lakes Activation plan. <p>Wickepin Playground</p> <ul style="list-style-type: none"> • On-site meeting with Nature Play Solutions, who have been given the contract for the concept plan. • Meeting with surveyor to create a 'levels and features survey' of the proposed recreational space. The survey has been received by Shire and handed onto Nature Play Solutions. • Community engagement on project sought via Watershed News, facebook post, Instagram post, visit to playgroup, phone calls to interested parties, general conversation at functions around town: Feedback to date has been in-line with the scope passed on to the landscape architect. 'Big ticket items' requested by the community include net swings, flying fox, tall climbing tower with slides, bump track, zero depth water feature along with a number of smaller, doable items. The requests have been consistent for the park to be landscaped in a natural setting. There has been comment from one community member that Wogolin Road is too unsafe and that the proposed park should be relocated to Johnston Park. Heavy haulage vehicles and speed limits have been flagged as problems by a number of community members. Feedback has been shared with Nature Play Solutions.
Tourism	<ul style="list-style-type: none"> • Social media: posts to the shire facebook and Instagram pages. • Advert placed in the weekend Wheatbelt Region Guide in the West Travel Magazine of the West Australian.
Sport and Recreation	<ul style="list-style-type: none"> • Correspondence with the Narrogin co-ordinator of the Upper Great Southern Building Sustainable Clubs Program. • Support to Department of Local Government, Sport and Cultural Industries. • Information forwarded to clubs re grant opportunities.
Governance Other	<ul style="list-style-type: none"> • Staff support as needed. • Responded to queries from CDO Network. • Liaison with Manager of Works, CEO and ESO for projects needing completion or works to be undertaken.

Statutory Environment:

Local Government Act 1995.

Policy Implications:

Not applicable.

Financial Implications:

Not applicable.

Strategic Implications:

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

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

- (2) **To Ensure the Protection and Improvement of the Environment:**
A protected and enhanced environment that is aesthetically beautiful and provides benefits for generations to come.
- (3) **To Promote the Development of a Viable and Diversified Local Economy:**
A strong, diversified economic and industrial base that provides new and varied employment opportunities for all age groups.
- (4) **To Provide and Encourage the use of a Variety of Recreational, Educational and Cultural Facilities:**
A healthy, strong and connected community that is actively engaged and involved.
- (5) **To Provide Efficient, Effective and Accountable Governance:**
Availability of council services, personal development opportunities and adequate resident and staff accommodation to attract and retain quality resources.
- (6) **To Promote the Shire as a Focal Point in the Development of the Greater Region:**
A council actively involved in promoting regional facilities and activities to its community and neighbouring regions.

Recommendation:

Nil

Voting Requirements:

Simple majority.

Governance, Audit and Community Services

10.2.04 – Development & Regulatory Services Report

Submission To:	Ordinary Council
Location / Address:	Whole Shire
Name of Applicant:	Mark J Hook, Chief Executive Officer
File Reference:	
Author:	Azhar Awang, Shire of Narrogin, Executive Manager Development and Regulatory Services
Disclosure of any Interest:	Nil
Date of Report:	13 March 2019

Enclosure/Attachments:

Nil

Summary:

The Shire of Narrogin's Department of Development and Regulatory Services as requested by the Shire of Wickepin has prepared the following report for the works undertaken in the months of December 2018 - February 2019, for council's consideration.

Background

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

A monthly report is to be presented to the Shire of Wickepin from the Shire of Narrogin's Planning, Building and Environmental Health Services of the works undertaken during the month of December 2018 to February 2019.

Comments:

Following are the reports provided for the months of December 2018 to February 2019.

PLANNING OFFICER REPORTPlanning Approvals:

- Proposed Outbuilding (Carport) – Lot 17 (No. 1) Tincurrin Road North, Tincurrin. Approved under delegated authority dated 1 November 2018. DA4/18-19.
- Proposed Home store - Lot 2 (No. 10) Dalton Street Yealering. The proposal was presented to council at its meeting held on 21 November 2018 at which it resolved to conditionally approve the proposal. Approval dated 3 December 2018. DA5/18-19.
- WA Kaolin Pty Ltd – Extension of Planning Approval. A report was presented to council at its meeting held on 19 December 2019 whereby it resolved to support the DAP Application reference DAP/14/000685 approval for a further two years extension to 23 January 2021

Upcoming Council Agenda for March 2019

Nil

Referrals & Subdivision clearances

Nil

BUILDING SURVEYOR REPORT

SHIRE OF WICKEPIN BUILDING ACTIVITY FOR THE MONTH OF NOVEMBER 2018									
Permit type	Building permit number	Approval date	Unique property identifier	Site street number	Street Name	Suburb Name	Building Work	Owner's name	Builder's name
Building Permit	WK1819003	16/11/2018	A5267	23	RICHTER STREET	WICKEPIN	TRANSPORTABLE TEA ROOM	SHIRE OF WICKEPIN	SHE SHED HE SHED

ENVIRONMENTAL HEALTH OFFICERS

- In December 2018 investigated and submitted report, for an exemption for the Wickepin sewage/non-portable waste water reuse scheme, to the Department of Water and Environmental Regulation (DWER). The exemption applies to fees for a wastewater reuse scheme for a small local government.
- Subsequently DWER requested a copy of an updated Asset Management Plan.
- The Asset Management Plan will be updated in the near future in liaison with the Works Manager.
- Inspection of Wickepin Hotel premises, accommodation and kitchen on 21 February 2019. The hotel premises was clean and tidy when inspected. Another inspection will be undertaken shortly.
- Inspection of the home store new bulk food business (referred to as a home store in the planning report) at 10 Dalton Street, Yearling. The proprietors of the new food business were issued their Food Business Registration Certificate issued under the Food Act 2008. The shop premises, utensils and equipment were compliant with the food act and food regulations at the time of the inspection.
- Water samples from the Wickepin swimming pool were compliant when tested by PathWest and met the public swimming pool water quality guidelines for chemical, bacteria and amoeba levels.

Statutory Environment:

- Shire of Wickepin Local Planning Scheme No. 4
- National Construction Code
- Building Act 2011
- Building Regulations 2012
- Food Act 2008 and Food Regulations 2009
- Health (Miscellaneous Provisions) Act 1911 and Regulations under the Act
- Public Health Act 2016

Policy Implications:

Not Applicable

Financial Implications:

The fore mentioned services are provided at a cost to the Shire of Wickepin and has been allocated in the 2018/2019 budget.

Strategic Implications:

Nil

Recommendations:

That Council receives the report from the Shire of Narrogin's Department of Development & Regulatory Services for the months of December 2018 to February 2019.

Voting Requirements:

Simple majority.

Governance, Audit and Community Services

10.2.05 – 2018/2019 Review of Budget Report

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:	Nil
Date of Report:	11 March 2019

Enclosure/Attachments:

Review of Budget Report for period ending 28 February 2019.

Summary:

Council is being requested to adopt the Annual Budget Review for the year ending 30 June 2019.

Background

Council under the Local Government (Financial Management) Regulations 1996 must undertake a review of its budget in each financial year between 1 January and 31 March. A Statement of Financial Activity incorporating year to date budget variations and forecasts to 30 June 2019 for the period ending 31 December 2018 is presented for Council to consider. A copy of the review and determination is to be provided to the Department of Local Government within 30 days of the adoption of the review.

Comments:

A review of the actual expenses to date compared to the 2018/2019 adopted budget has been conducted and the expected variances are shown in the attached report. The budget review has been prepared to include information required by the Local Government Act 1995, Local Government (Financial Management) Regulations 1996 and Australian Accounting Standards. Council adopted a 5% and a \$5,000 minimum for the reporting of materials variances to be used in the statements of financial activity and the annual budget review. The budget has been reviewed to continue to deliver on the strategies adopted by Council and maintain a high level of services across all programs. The closing funds remain in a surplus as a result of this budget review. The budget has also been reviewed on sound financial management and accountability principles and is considered to deliver a sustainable economic outcome for Council and the community.

Statutory Environment:

Local Government (Financial Management) Regulations 1996

33A. Review of budget

- (1) Between 1 January and 31 March in each financial year a local government is to carry out a review of its annual budget for that year.
- (2A) The review of an annual budget for a financial year must —
 - (a) consider the local government's financial performance in the period beginning on 1 July and ending no earlier than 31 December in that financial year; and
 - (b) consider the local government's financial position as at the date of the review; and
 - (c) review the outcomes for the end of that financial year that are forecast in the budget.

- (2) Within 30 days after a review of the annual budget of a local government is carried out it is to be submitted to the council.
- (3) A council is to consider a review submitted to it and is to determine* whether or not to adopt the review, any parts of the review or any recommendations made in the review.

**Absolute majority required.*

- (4) Within 30 days after a council has made a determination, a copy of the review and determination is to be provided to the Department.

Policy Implications:

The budget is based on principles contained in the Strategic Plan and Plan for the Future.

Financial Implications:

Budget surplus anticipated for the year ending 30 June 2019 is \$60,005.

Strategic Implications:

The Budget Review has been developed based on existing Strategic Planning Documents adopted by council to provide efficient, effective and accountable governance.

Recommendations:

1. That Council Adopts the Review of Budget Report as presented by the Chief Executive Officer for the year ending 30 June 2019.
2. That the Shire of Wickepin forward the adopted budget review to the Department of Local Government in accordance with the *Local Government (Financial Management) Regulations 1996*.

Voting Requirements:

Absolute majority.

Governance, Audit and Community Services

10.2.06 – Golf Club House

Submission To:	Ordinary Council
Location / Address:	Golf Course
Name of Applicant:	Karen Avery
File Reference:	CP.MAI.538
Author:	Mark J Hook, Chief Executive Officer
Disclosure of any Interest:	Nil
Date of Report:	11 March 2019

Enclosure/Attachments:

Government of Western Australia, Department of Mines, Industry Regulation and Safety Consumer Protection Renting out your property a lessor's guide.

Summary:

Council is being requested to rent the old Golf Club House to Karen Avery.

Background

The Wickepin District Sports Club has been leasing the old Golf Club House to Karen Avery on a monthly lease arrangement as follows:

W I C K E P I N D I S T R I C T S P O R T S CLUB

AGREEMENT TO LEASE RESIDENCE

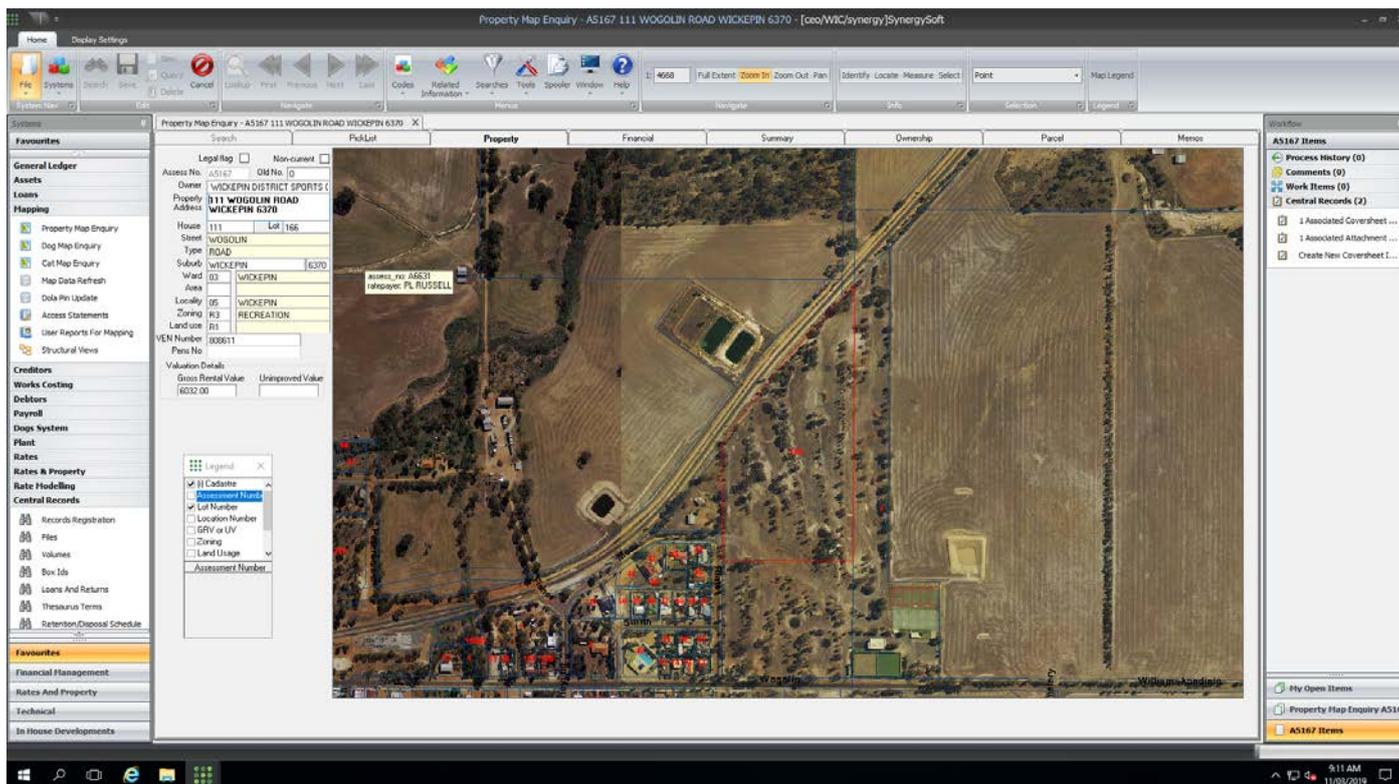
This agreement is made on 1-5-2001

- 1. Lessor Full Name: WICKEPIN DISTRICT SPORTS CLUB
Address: PO BOX 6 WICKEPIN WA 6370
- 2. Lessee Full Name: KAREN AVERY
Address: PO Box 110 WICKEPIN WA 6370
- 3. The Property situated on Wickepin Golf Course Wickepin.
- 4. Rental To be \$200.00 per calendar month ~~in 30T~~ and be paid monthly.
- 5. Period of Lease Commencing 1-5-01 on a monthly basis.
- 6. Should either party wish to terminate the lease, 1 (one) month's notice shall be given.
- 7. The Lessor to be responsible for structural insurance.
- 8. The Lessee to be responsible for contents insurance.
- 9. SHIRE RATES AND RUBBISH FEES TO BE PAID BY THE LESSOR *Ken*
- 10. ELECTRICITY AND TELEPHONE COSTS TO BE PAID BY THE LESSEE. *CF*

LESSORS ACCEPTANCE *CSF* WITNESS *Flouch*

LESSEE ACCEPTANCE *Karen Avery* 9/5/01 WITNESS *Flouch*

The house sits on Freehold Land owned by the Shire of Wickepin so Council does have the power to lease a portion of Lot 166. The land was transferred to the Shire of Wickepin from the Wickepin District Sports Club on 13 October 1966.



Comments:

The issue for Council is that the current lease arrangements are with the Wickepin District Sports Club and Karen Avery not the Shire of Wickepin.

The Wickepin District Sports Club does not have a current lease with the Shire of Wickepin so they have never had authority for the Wickepin District Sports Club to sublease any part of the land in question.

The CEO and Cr Hinkley when discussing the new lease arrangements for the Sporting Bodies were advised verbally by McLeod's that prior to Council entering into any lease arrangement with the Wickepin District Sports Club they would need to sort out the leasing of the Old Golf Club house to Karen Avery.

The issues for the Wickepin District Sports Club and the Shire of Wickepin when leasing out premises is that they must comply with the current Tenancy Act. Following are a few items that the CEO believes will need attending to by the WDSC if they wish to continue leasing the property to Karen Avery.

Landlord's Responsibility

Landlords must ensure the rental premises are safe to live in. Under common law, a landlord has a duty of care to tenants as well as anyone the tenant invites into the property.

The landlord may be sued for negligence if an injury or death occurs as a result of the landlord's failure to ensure the rental premises is safe. The landlord therefore has an obligation:

- to comply with all requirements applying to the premises in respect of building, health and safety laws; and
- to arrange for urgent repairs necessary to avoid exposing a person to the risk of injury.

Minimum Security Standards

The landlord is responsible for the [rental property security standards](#) being in place. Minimum security relates to door locks, window locks and exterior lights. Additional safety responsibilities regarding the installation of RCDs and smoke alarms are prescribed in legislation which the landlord must also comply with.

RCDs

Two RCDs must be installed on the switchboard at the rental premises before it can be leased. Tenants need to [test the RCDs](#) every three months to ensure their reliability. If the RCD does not operate they should inform the property manager. Faulty RCDs must be replaced immediately. Penalties of up to \$15,000 for individuals and \$100,000 for bodies corporate may apply if RCDs are not fitted.

Smoke Alarms

Mains powered smoke alarms are required in all existing residential buildings prior to sale and before a new tenancy agreement is signed. It is the responsibility of the owner to ensure the smoke alarms fitted are:

- no more than 10 years old;
- in working order; and
- permanently connected to mains power.

Smoke alarms with a 10 year battery life are permitted where mains powered smoke alarms cannot be fitted, due to the construction of the dwelling not permitting space to conceal the wiring or where no mains power is available.

Tenants are responsible for the maintenance of smoke alarms. They should test the smoke alarm monthly so they are aware of the alert and replace the battery if needed. All smoke alarms have a test button that, when pressed, indicate whether the alarm is working or not.

Statutory Environment:

Residential Tenancies Act 1987

Standard Residential Tenancy Agreement

WHO IS COVERED BY THE ACT? The Act covers tenants who rent their home from a lessor or a real estate agent (who acts on behalf of the lessor) and this also includes tenants who are sub-tenants.

It is against the law to contract out of any section of the Act; however, a contract entered into before 1 July 2013 is exempt for the life of that agreement regarding obligations that were legitimately contracted out of under the former legislation.

Policy Implications:

Nil

Financial Implications:

At this stage there is no financial costs to Council

Strategic Implications:

Nil

Recommendations:

That Council advise Karen Avery that the Shire of Wickepin is unable to deal with this matter until the current lease arrangement for the Golf Club House has been resolved by the Wickepin District Sports Club.

Voting Requirements:

Simple majority.

Governance, Audit and Community Services

10.2.07 – Wickepin Town Hall Chairs

Submission To:	Ordinary Council
Location / Address:	Wickepin Town Hall, Wickepin War Memorial
Name of Applicant:	Mark J Hook, Chief Executive Officer
File Reference:	CP.MAI.532
Author:	Mark J Hook, Chief Executive Officer
Disclosure of any Interest:	Nil
Date of Report:	11 March 2019

Enclosure/Attachments:

Nil

Summary:

Council is being requested to budget for new chairs at the Wickepin Town Hall and for the Wickepin Anzac Day service.

Background

Council had received a request from a rate payer for new chairs at the Wickepin Town Hall for use at the Annual Anzac Day Service as they believe the old chairs at the Wickepin Town Hall to be uncomfortable and too old. This matter was raised at a forum session where the CEO was requested to get prices on suitable replacement chairs.

Comments:

The existing chairs at the Wickepin Town Hall are as per the following photos.



The current chairs do not appear to be in too bad a condition other than there appears to be quite few different styles and colours, and the original town hall chairs are getting a bit rusty in the legs.

The CEO has received the following prices from SEBEL Furniture for suitable replacement chairs.

Integra Side Chair

One piece polypropylene chair. Used in Aquatic Centres, leisure centres, community halls, prisons, school halls

Colours to choose from: slate, almond, light grey, white, blue (minimum of 10)

Additional colours: aqua, avocado, black, burnt orange, dark grey, dark purple, grape, Jaffa, mustard, navy, Pine lime, pink, red, red gum (minimum of 50)

1-15	\$54.45 ea. + GST
16-99	\$52.94 ea. + GST
100+	\$51.43 ea. + GST



Integra Chair
 iconic and universally designed to look great in any space

Specifically designed for intensive use applications, the iconic Integra Chair can take a tonne of punishment and still look great.

Unrivalled in strength and durability for over 40 years, the Integra is the chair of choice for leisure centres, prisons, institutional facilities, schools, universities, churches, community halls, recreational and sporting applications as well as alfresco dining. The list goes on!

Proudly Australian made, our high performing and UV-stabilised Integra is lightweight, stackable, comfortable and ultra-durable, making it perfect for any indoor or outdoor space.

Hobnob Side Chair – 4 x leg

Charcoal powder coat frame

Polypropylene colours to choose from: black, almond, slate,

Additional colours: aqua, avocado, black, burnt orange, dark grey, dark purple, grape, Jaffa, mustard, navy, Pine lime, pink, red, red gum (minimum of 50)

1-15	\$66.56 ea. + GST
16-99	\$64.71 ea. + GST
100+	\$62.86 ea. +GST



Postura Plus Linking Chair 460H

Easy slide linking. Male / Female connection great for halls

One piece polypropylene chair. Used in Aquatic Centres, leisure centres, community halls, prisons, school halls

Polypropylene colours to choose from: aqua, black, blue, grape, Jaffa, pine lime, red gum, red and slate (no minimum)

Additional colours: dark purple, pink, navy, avocado, mustard, burn orange, light grey, dark grey, almond white (min 50)

1-15	\$73.54 ea. + GST
16-99	\$71.50 ea. + GST
100+	\$69.46 ea. + GST



Progress Side Chair 445H

Light weight used in Church halls, community centre/halls, leisure centres, school halls,
Linking or non-linking option, (pricing for non-linking below)
Aluminium black legs

Polypropylene colours to choose from: black, light grey, slate, navy (minimum of 10)

Additional colours: Almond, aqua, avocado, blue, burnt orange, dark grey, dark purple, grape, Jaffa, Mustard, pine lime, pink, red, red gum, white (minimum of 50)

1-15	\$79.52 ea. + GST
16-99	\$77.31 ea. + GST
100+	\$75.10 ea. + GST

**Slim and Comfy Side Chair**

Charcoal powder coated legs

Polypropylene colours to choose from: slate only (minimum of 30)

Additional colours: all other polypropylene colours (minimum of 50)

1-15	\$64.51 ea. + GST
16-99	\$62.72 ea. + GST
100+	\$60.93 ea. + GST


Statutory Environment:

Local Government Act 1995

Division 2 — Annual budget

6.2. Local government to prepare annual budget

- (1) During the period from 1 June in a financial year to 31 August in the next 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 30 June next following that 31 August.

* *Absolute majority required.*

- (2) In the preparation of the annual budget the local government is to have regard to the contents of the plan for the future of the district made in accordance with section 5.56 and to prepare a detailed estimate for the current year of —
- (a) the expenditure by the local government; and
 - (b) the revenue and income, independent of general rates, of the local government; and

- (c) the amount required to make up the deficiency, if any, shown by comparing the estimated expenditure with the estimated revenue and income.
- (3) For the purposes of subsections (2)(a) and (b) all expenditure, revenue and income of the local government is to be taken into account unless otherwise prescribed.
- (4) The annual budget is to incorporate —
- (a) particulars of the estimated expenditure proposed to be incurred by the local government; and
 - (b) detailed information relating to the rates and service charges which will apply to land within the district including —
 - (i) the amount it is estimated will be yielded by the general rate; and
 - (ii) the rate of interest (if any) to be charged by the local government on unpaid rates and service charges;
 - and
 - (c) the fees and charges proposed to be imposed by the local government; and
 - (d) the particulars of borrowings and other financial accommodation proposed to be entered into by the local government; and
 - (e) details of the amounts to be set aside in, or used from, reserve accounts and of the purpose for which they are to be set aside or used; and
 - (f) particulars of proposed land transactions and trading undertakings (as those terms are defined in and for the purpose of section 3.59) of the local government; and
 - (g) such other matters as are prescribed.
- (5) Regulations may provide for —
- (a) the form of the annual budget; and
 - (b) the contents of the annual budget; and
 - (c) the information to be contained in or to accompany the annual budget.

Policy Implications:

Nil

Financial Implications:

Amount of \$7,000 in the 2019/2020 budget estimates for 100 new chairs for the Wickepin Town Hall

Strategic Implications:

infrastructure

GOAL 4: Maintain Shire owned facilities in a strategic manner and also to meet community needs

SHORT TERM STRATEGY	MEDIUM TERM STRATEGY	POINT OF MEASUREMENT	10 YR OUTCOME
4.1 Asset Management Plan is developed and adopted	4.3 Asset Management Plan is reviewed	- Level of facility usage is maintained and increases	Asset maintenance and preservation is in line with community needs and Shire financial resources
4.2 Encourage greater usage of current Shire owned facilities	4.4 Support the improvement and maintenance of assets in a strategic manner	- Level of community investment into facilities and equipment	

Recommendations:

That Council place an amount of \$7,000 in the 2019/2020 budget estimates for 100 new chairs at the Wickepin Town Hall.

Voting Requirements:

Simple majority.

Council

11. President's Report

To be tabled.

Council

12. Chief Executive Officer's Report

SUBMISSION TO:	Ordinary Council
LOCATION / ADDRESS:	Whole Shire
NAME OF APPLICANT:	Mark J Hook Chief Executive Officer
AUTHOR:	Mark J Hook Chief Executive Officer
DISCLOSURE OF ANY INTEREST:	Nil
FILE REFERENCE:	CM.REP.2
DATE OF REPORT:	14 March 2019

WSAHA

The CEO has received a proposal from Eugenie Stockman WA Housing Co-Operative (No 1) Limited for delivering affordable housing for seniors in South Wheatbelt.

The CEO is still working through the proposal and will present a report to the April 2019 Council on this proposal.

Living Lakes

Following is a report from Meghan McGregor Wheatbelt NRM on the progress of the Living Lakes Project at Lake Yealering.

- *Construction in progress*
- *Overall completion approx 25%*
- *Expected date of completion 14th May 2019*
- *Progress of works:*
 - *Clearing 100%*
 - *Earthworks – 15%*
 - *Structures – 15%*
- *The focus of works for the next month will be the completion of all control structures and commencement of the earthworks to form the bunds.*

No safety, environmental or quality issues have been reporting during construction. Once construction is complete at Lake Ewlyamartup additional resources will be deployed by JAK Civil to Lake Yealering.

Activation Planning

- *Marketing and Tourism consultant, Creative Spaces currently working on the strategies for each lake.*
- *Delivery of the final strategies expected by 23 April 2019.*

DPIRD Contract

We had a meeting with DPIRD two weeks ago to discuss the project timeline, contract timeframe and the use of leftover project and contingency funds for Living Lakes. In summary, the following was verbally agreed with DPIRD:

- *Extend the Financial Assistance Agreement (FAA) between WNRM and DPIRD from end June 2019 until end June 2020. The proposed extension will allow for completion of activation works (Foreshore Improvement) and completion of the 12 month Defects Liability Period for construction works.*
- *Utilise leftover project funds (including any interest earned) towards activation works and project management/administration to cover the extended contract period. It had already been agreed with DPIRD to use leftover contingency funds towards activation, however the use of leftover funds from project activities had not been agreed.*

We are in the process of preparing a formal request to DPIRD to address the above.

WA KAOLIN

The CEO held an in person meeting with Mr Andrew Sorenson of WA Kaolin to discuss how the Kaolin Mine is going.

1. They are currently working one shift a week and will soon be going to two.
2. They will be breaking ground for the production plant in the first quarter of 2020.
3. They have commenced employing staff.
4. They still propose to place a wet production plant at Wedin as stage two of the project some years down the track.

Wickepin Community Centre

The white kitchen fridge at the Wickepin Community Centre has been replaced with a new fridge as the old one was not working well.

McLeods – Leases.

The CEO and Cr Hinkley attended a meeting in Perth at McLeods offices to go through all the leases that Council require. The meeting was very successful and this should now be progressing to a suitable outcome with a lease for all Council properties. They did advise verbally that the issue with the old Golf Club House needs to be sorted out by the WDSC prior to any other leases being entered into with the WDSC.

Staff

Rebecca and Dianne have attended recent training courses for DOT licensing so we now have four staff that can do DOT Licensing. Erika has attended training on Budgets with Moore Stephens.

Peter Arnol has tendered his resignation as the Leading Hand Construction Grader driver as of 29 March 2019. The Works Manager and CEO will be discussing where we go with Peter's replacement over the next couple of weeks.

Sheep Attack

There has been another sheep attack by straying dogs on Lewisdale Ram Stud in Wickepin on Friday 22 February 2019. The CEO and the Narrogin rangers attended the property and there was 3-4 injured rams and one dead one. The deceased ram had similar injuries as the previous attack on 10 November 2018. The rangers have taken several photos and walked the area to see if there was any indication to what sort and size of dogs to look for. I have taken several photos of the deceased ram and the area of the attack. The rangers attended two properties and checked the owner's dogs to look for signs that their dogs have been involved in an attack. There was no signs of these dogs being involved. The rangers are conducting day and night patrols, this will continue for a short period of time to see if the culprit can be caught. At this stage the dog or dogs responsible cannot be identified so we have not been able to take any action until the dog is identified and action taken against the owner of the dog. Mr. Ray Lewis has been kept informed by the CEO and the rangers on this matter.

Computers

The new server has been installed after the old server crashed. There has been a few minor teething issues but these will be sorted out by PCS. The total cost of replacing the server and the appropriate software was \$25,000.

MEETINGS ATTENDED

<u>February</u>	
21	Meeting with Shire of Narrogin Azhar Awang to discuss TPS4 requirements and other building health matters
22	WA Kaolin Andrew Sorensen
28	Lake Yealering Living Lakes with WSNRM and JAK Civil
<u>March</u>	
6	McLeods - re leases
8	Swimming Carnival presented shields and medallions on behalf of the Shire
12	AG Feasibility Consultants presentations
13	Townscape meeting
13 – 14	John Phillips
15	WALGA CCZ meeting Corrigin
19	LGIS Continuity Planning
19	Wickepin School Council meeting

Delegations to be inserted -

No.	Delegation Name	Delegation To	Delegation Exercised	When Exercised	Persons Affected
A1	Cheque Signing and Account Authorisation	CEO	Payment of Accounts Refer to FM report item 10.2.01 List of Accounts	01/02/2019-28/02/2019	CEO, FM
A2	Septic Tank Application Approvals	EHO			
A3	Building Approvals	BO			
A4	Road Side Advertising	CEO			
A5	Application for Planning Consent	CEO			
A6	Appointment and Termination of Staff	CEO			
A7	Rates Recovery – Instalment Payments	CEO			
A8	Issue of Orders	CEO			
A9	Legal Advice	CEO	McLeods – leases		
A10	Permits to Use Explosives	CEO			
A11	Street Stalls	CEO			
A13	Hire of Community Halls / Community Centre	CEO			
A14	The Food Act 2008 and the Food Regulations 2009	CEO			
A15	The Public Health Act 2016	CEO			

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.