

A Fortunate Place

# Minutes

## Ordinary Meeting of Council

Council Chambers, Wickepin

# 15 May 2019

## Notice of an Ordinary Meeting of Council

Please note that the ordinary meeting of Council of the Shire of Wickepin was held on 15 May 2019 at Council Chambers, Wickepin.

### 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

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

NAME:

SIGNATURE:

ADDRESS:

TELEPHONE:

MEETING/DATE:

NAME OF ORGANISATION REPRESENTING (if applicable):

QUESTION:

## SHIRE OF WICKEPIN QUESTIONS FROM THE PUBLIC

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- a. The person asking the question is to give their name and address prior to asking the question.
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- 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.
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- 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.
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**Minutes of an Ordinary Meeting of Council held in Council Chambers, Wickepin  
Wednesday 15 May 2019**

The President declared the meeting open at 3.36pm.

**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 Services Officer	Rebecca Pauley

Leave of Absence (Previously Approved)

Apologies

**2. Public Question Time**

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

Council Decision: Resolution No: 150519-01

Moved Cr S Hyde / Seconded Cr N Astbury

That Council grant a Leave of Absence for the Ordinary Council meeting on 19 June 2019 for the following Councillor:

Cr F Allan

Carried 8 / 0

#### 4. Petitions, Memorials and Deputations

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

Item	Item Title	Councillor/Officer	Interest	Reason
10.2.04	Development & Regulatory Services	Cr Julie Russell	Proximity	Owner of land opposite proposed shed.
10.2.09	Pivotel Digital Farm Network	Cr Sarah Hyde	Impartiality	Facey Group employee. Facey Group a collaborative partner of the project.

#### 6. Confirmation of Minutes

Ordinary Meeting of Council 17 April 2019.

Council Decision:

Resolution No: 150519-02

Moved Cr F Allan / Seconded Cr W Astbury

That the minutes of the Ordinary Council meeting held on Wednesday 17 April 2019 be confirmed as a true and correct record.

Carried 8 / 0

#### 7. Receival of Minutes

## 7.1 – Albert Facey Homestead 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:	6 May 2019

---

### Enclosure/Attachments:

Minutes of the Albert Facey Homestead Committee Meeting held on Monday 6 May 2019.

### Summary:

Council is being requested to receive the Albert Facey Homestead Committee Meeting held on Monday 6 May 2019.

### Background:

The Albert Facey Homestead Committee Meeting held on Monday 6 May 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 are to be kept and submitted to the next ordinary meeting of the council or the committee, as the case requires, for confirmation.

### Policy Implications:

Nil.

### Financial Implications:

Nil.

### Strategic Implications:

Nil.

### Recommendations:

That the Minutes for the Albert Facey Homestead Committee Meeting held on Monday 6 May 2019 be received.

### Voting Requirements:

Simple majority.

**Council Decision:** Resolution No: 150519-03

**Moved Cr N Astbury / Seconded Cr F Allan**

That the recommendations listed under agenda items 7.1 and 7.2 be adopted en bloc and the minutes be confirmed as a true and correct record.

**Carried 8 / 0**





A Fortunate Place

Shire of Wickepin

# Minutes

## Albert Facey Homestead Committee

Council Chambers, Wickepin

# 6 MAY 2019



## The Albert Facey Homestead Committee Meeting

The Albert Facey Homestead Committee Meeting of the Shire of Wickepin was held on Monday 6 May 2019 at Council Chambers, Wickepin.

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**SHIRE OF WICKEPIN  
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**NAME:**

**SIGNATURE:**

**ADDRESS:**

**TELEPHONE:**

**MEETING/DATE:**

**NAME OF ORGANISATION REPRESENTING (if applicable):**

**QUESTION:**

## SHIRE OF WICKEPIN QUESTIONS FROM THE PUBLIC

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**Minutes of an Albert Facey Homestead Committee Meeting held in Council Chambers, Wickpin –  
Monday 6 May 2019**

The Chairperson declared the meeting open at 2.02pm.

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

Dave Astbury	Chairperson
Helen Warrilow	Member
Margaret Fleay	Member
Charlotte Astbury	Member
Karen Rushton	Member
Libby Heffernan	Member
Linley Rose	Member
Allan Lansdell	Observer
Mark Hook	Chief Executive Officer
Rebecca Pauley	Minute Taker

**Leave of Absence (Previously Approved)**

Nil.

Apologies: Luci Satori

**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**

Albert Facey Homestead Committee – 11 February 2019.

**Moved L Heffernan / Seconded D Astbury**

That the minutes of the Albert Facey Homestead Committee held on 11 February 2019 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	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. Financials

### 8.1 Albert Facey Homestead Municipal Funds Budget

#### Albert Facey Income FEB - APRIL 2018/2019

Date	Description	Income
18/03/2019	ALBERT FACEY TAKINGS MARCH 2019	\$ 90.91
29/04/2019	ALBERT FACEY TAKINGS APRIL 2019	\$ 181.82
		<u>\$ 272.73</u>

Date	Description	Expenditure
6/02/2019	MCPEST PEST CONTROL TERMITE INSPECTION	\$ 61.25
6/03/2019	ELIZABETH HEFFERNAN CLEANING FEB 2019	\$ 50.00
6/03/2019	ELIZABETH HEFFERNAN CLEANING MAR 19	\$ 20.00
7/03/2019	EWEN RURAL SUPPLIES HOSE CONNECTOR	\$ 6.36
19/03/2019	CLEMENT ROBERT JOHN IOW PAY	\$ 42.15
19/03/2019	LABOH PAY	\$ 29.51
4/04/2019	WICKEPIN NEWSAGENCY MORNING TEA	\$ 32.50
		<u>\$ 241.77</u>

Moved L Heffernen / Seconded H Warrilow

That the financial statement tabled for the period ending 30 April 2019 as presented be received.

Carried 7 / 0

## 9. Receipt of Reports & Consideration of Recommendations

## 10. Reports & Information

### 10.1 Other matters raised by members

• Letter of thanks for Jim Morrison for the donated sign.

- Letter of thanks for Marie-Louise Turner for the donated curtain.
- Alternative images of options for the display of the fold, frame and mount for the donated sash. A style was selected and agreed.
- Discussion and options for the wording for the plaque.
- Discussion of the donated curtain to be re-purposed as fabric for cushions or a table runner and the preference for cream net curtains to be purchased to replace the damaged ones.

## 11. Urgent Business

## 12. Closure

The next Albert Facey Homestead Committee Meeting will be held on Monday 5 August 2019.

There being no further business the Chairperson declared the meeting closed at 2.40pm.

### Actions Requested from meeting

<i>Subject/Action</i>	<i>Officer</i>
Letter of thanks to Jim Morrison for the donated sign	Libby Heffernen
Letter of thanks to Marie-Louise Turner for the donated curtain	Linley Rose
Replacement of net curtains to be sourced from either Spotlight or a charity shop	Linley Rose
Repair of one net curtain to be hand sewn	Helen Warrilow
Homestead paths to be cleared	ESO to contact gardener
Affixing the donated sign to the water tank stand	Dave Astbury and Allan Lansdell
Finalise wording for the plaque for the donated sash	CDO
Payment preference for the framing/mounting of the sash – money order or credit card	Libby Heffernen



## 7.2 – Lifestyle Retirement 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:	8 May 2019

---

### Enclosure/Attachments:

Minutes of the Lifestyle Retirement Committee Meeting held on Wednesday 8 May 2019.

### Summary:

Council is being requested to receive the Lifestyle Retirement Committee Meeting minutes held on Wednesday 8 May 2019.

### Background:

The Lifestyle Retirement Committee Meeting was held on Wednesday 8 May 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 Lifestyle Retirement Committee Meeting held on Wednesday 8 May 2019 be received.

### Voting Requirements:

Simple majority.

### **Council Decision:**

**Resolution No: 150519-04**

**Moved Cr N Astbury / Seconded Cr F Allan**

That the recommendations listed under agenda items 7.1 and 7.2 be adopted en bloc and the minutes be confirmed as a true and correct record.

**Carried 8 / 0**



A Fortunate Place

Shire of Wickepin

# Minutes

## Lifestyle Retirement Committee

Council Chambers, Wickepin

# 8 MAY 2019



## Notice of a Lifestyle Retirement Committee Meeting

The Lifestyle Retirement Committee Meeting of the Shire of Wickepin was held on Wednesday 8 May 2019 at Council Chambers, Wickepin.

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## Terms of Reference

### 1. Name

Lifestyle Retirement Committee

### 2. Members

Syd Martin  
Cr Fran Allan  
Cr Allan Lansdell  
Murray Lang  
Coleen Thompson  
Colin Hemley  
Audrey Bird  
Kevin Coxon  
Leanne Smith  
Chris Lozenicins

### 3. Objectives

This Committee deals with issues relating to lifestyle retirement in the Shire of Wickepin and makes recommendations to the Ordinary Council meeting.

The Lifestyle Retirement 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 Aged Persons Housing.
5. To represent the Councils position in regards Aged Housing to regulatory bodies and interest groups/committees.
6. To assist the Wickepin Council in developing an Aged Housing 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 Lifestyle Retirement 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 Lifestyle Retirement Committee Meeting after the Local Government elections by the committee members.

#### **7. Meeting Frequency**

The Lifestyle Retirement Committee meets four times a year on the second Wednesday of that month at 9:30am.

Meeting dates for 2019 are as follows:

Day	Date	Time
Wednesday	February 13, 2019	9.30am
Wednesday	May 8, 2019	9.30am
Wednesday	August 14, 2019	9.30am
Wednesday	November 13, 2019	3.00pm

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

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**Minutes of Lifestyle Retirement Committee Meeting held in Council Chambers, Wickepin  
Wednesday 8 May 2019**

The Chairperson declared the meeting open at 9.31am.

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

Syd Martin	Chairperson
Cr Fran Allan	Member
Cr Allan Lansdell	Member
Murray Lang	Member
Leanne Smith	Member
Coleen Thompson	Member
Audrey Bird	Member
Cr Russell	Invited Guest

Mark J Hook	Chief Executive Officer
Rebecca Pauley	Minute Taker

**Apologies**

Chris Lozenicins	Member
Colin Hemley	Member

**Leave of Absence (Previously Approved)**

**2. Public Question Time**

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

**4. Petitions, Memorials and Deputations**

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

**6. Confirmation of Minutes**

Lifestyle Retirement Committee Meeting – 13 February 2019.

**Moved Allan Lansdell / Seconded Murray Lang**

That the minutes of the Lifestyle Retirement Committee meeting held on 13 February 2019 be confirmed as a true and correct record.

**Carried 6 / 0**

Fran Allan entered the room at 9.33am.

## 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
<u>Aged Housing Project</u> <b>Lifestyle Retirement Committee:</b> Recommendation to Council that a sit down meeting with Minister MacTiernan and the Shire of Wickepin regarding the Aged Housing Project be arranged as a matter of priority.	13/02/19	CEO	Item 15.1 to Ordinary Council 20/02/19.	✓	Item 15.1 discussed at Council and decision made to send letters on behalf of Shire of Wickepin. <b>Resolution No: 200219-16</b>
<b>Ordinary Council Meeting:</b> <b>Resolution No: 200219-16</b> That Hon. Alannah MacTiernan MLC and Hon. Darren West MLC be invited to attend a face to face meeting to discuss the progress of the Aged Housing Project as a matter of priority.	20/02/19	CEO	Letters of invitation sent to Hon. Allannah MacTiernan MLC and Hon. Darren West MLC to attend a face to face meeting 11/03/19.	✓	Waiting response.
Invitation to President Julie Russell to attend the next Committee Meeting 8 May 2019.	13/02/19	Syd Martin	Mr Martin to phone Cr Russell to invite her to attend the next Committee Meeting.	✓	29/04/19
		ESO	Mr Martin requests that the Agenda be provided to Cr Russell along with Committee Members.	✓	01/05/19

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

○ = in progress    ✓ = completed    ✕ = superseded

Julie Russell left the room at 10.00am.

## 8. Receipt of Reports & Consideration of Recommendations

### 8.1– WA Housing Co-Operative LTD – Aged Housing Proposal

**Submission To:** Lifestyle Retirement Committee  
**Location / Address:** Johnston Park  
**Name of Applicant:** Mark Hook, Chief Executive Officer  
**File Reference:** GS.PRG.1544  
**Author:** Mark Hook, Chief Executive Officer  
**Disclosure of Interest:** Nil  
**Date of Report:** 30<sup>th</sup> April 2019

#### Enclosure/Attachments:

WA Housing Co-Operative Ltd – Wheatbelt South Aged Housing Proposal.

#### Summary:

WA Housing Co-operative have presented their proposal to facilitate the development of aged person accommodation within the Shires of Wickepin, Kondinin, Corrigin, Narrogin and Cuballing.

They have developed two options to progress and deliver the project:

Option 1 – Options paper outlining how to progress Wheatbelt South Aged Housing Project

Option 2 – Undertake work to Progress Wheatbelt South Aged Housing Project to construction commencement Phase.

#### Background:

The Wheatbelt South Aged Housing Alliance, Shire of Wickepin and the Lifestyle Retirement Committee requested Eugenie Stockman of the WA Housing Co-Operative Ltd to prepare a proposal to the Shire of Wickepin on providing aged accommodation within the Shires of Wickepin, Kondinin, Corrigin, Narrogin and Cuballing. The CEO has received their proposal, which is attached in full under separate cover.

#### Comments:

The CEO has discussed the proposal with Eugenie and advised that the proposal will be presented to the next Lifestyle Meeting for discussion and if the proposal is accepted, it will then be passed onto the Wheatbelt South Aged Housing Alliance for consideration.

The CEO has also received the following email from Jenny Mattila of MATTILA Advisory who is part of the WA Housing Co-Operative Ltd and was one of the presenters that met with the Wheat Belt South Aged Housing to discuss the need for Aged Housing.

*I understand you spoke to Eugenie this morning. It may be a good idea to complete Stage 1 Preliminary of Option 2 before you complete your Budget process. This will clarify:*

- How many dwellings are required in each Shire*
- Who the potential occupants will be (owner occupier or rental) and*
- The financing arrangements*
- It also gives Shire by Shire clearer information for each site.*

*This will give you a clearer idea about the funding required to be included in each Shire's Budget. Westpac has also indicated that it is interested in discussing in potentially leaving the Guarantee in place a for Council owned dwellings so the councils would only be paying interest on the funds and the guarantee would possibly remain in the shire accounts as a contingent liability. The proposal was drafted this way so that Shire's had the ability to review where they wanted to go at this stage. Probably best to do this before the Budget commitments?*

#### **Stage 1 Information below:**

##### **STAGE 1 - PRELIMINARY**

*This stage includes gathering and preparing all information required to make an informed decision on what number of dwellings and sites to proceed with, including:*

- *Confirm which Shires will participate in the project and confirmation of portion payable of the costs.*
- *Confirm arrangement with the bank/s and discuss pro-forma guarantee.*
- *Seek quotes from a shortlist of builders based on existing specifications.*
- *Each Shire to provide site details required for the co-op disclosure statement.*
- *Shires to contact proposed Co-op Members from existing list (tenants, owner occupiers, ILN) to ask if still interested and invite them to a meeting to discuss the proposal.*
- *Hold preliminary meeting with potential members to explain what is being proposed, take feedback for discussion with Shires. Our preference if possible is to have single centralised meeting of members to maximise the time for discussion. If meetings are held in each Shire only a small number of people may attend and depending on questions different groups will get different information.*
- *Report back to the Alliance.*

*Costs for this stage include 1 full day of meetings with potential Members.*

**DECISION:**

*Following Stage 1, each Shire to determine if it wishes to proceed.*

*Shires who withdraw pay their share of costs to the end of the Preliminary Stage.*

*Remaining Shires to agree which sites are to proceed and number of dwellings for each site. This will limit the project, and therefore the co-operative's rules and disclosure statement, to those sites that have sufficient numbers of proposed members to proceed*

***Stage 1 Preliminary***

*Funded by Joint Shires*

*Estimated cost:*

*Fees \$30,000.00 + GST*

*Our Disbursements \$ 2,000.00 + GST*

*TOTAL \$32,000.00 + GST*

*Payment for the Preliminary Stage would be in stages as follows:*

- *20% of fees upon acceptance.*
- *30% of fees upon completion and submission of First Draft Information Report.*
- *15% of fees upon meeting with potential Members to discuss interest after Preliminary Report finalised, plus disbursements.*
- *15% of fees upon Joint Meeting with Shires to discuss progress, plus disbursements.*
- *20% upon finalising Draft Information Report.*

The Co-Operative idea is still a viable option but the Committee really needs to exhaust all funding avenues for the Wickepin Aged Housing project for four units to be constructed at Johnston Park, Wickepin.

The Shire of Wickepin would also need some Legal Advice on this matter to ensure that Councils would be able to be part of such a proposal under the *Local Government Act 1995* and the *Local Government (Financial Management) Regulations 1996*.

**Statutory Environment:**

*Local Government Act 1995*

*Local Government (Financial Management) Regulations 1996*

**Policy Implications:**

*Nil.*

**Financial Implications:**

The cost of the proposal for stage 1 only is \$32,000.00 + GST and would be part of the 2019/2020 Budget Estimates if proceeded with.

Council as at the 31<sup>st</sup> March 2019 has the following amounts sitting in the following reserve funds.

Aged Person Accommodation Reserve	\$188,416
Building Reserve	<u>\$505,100</u>
<b>TOTAL</b>	<b><u>\$693,516</u></b>

Council has made an allowance for the transfer of \$75,673 in the 2019/2020 Budget, this will give a balance of \$264,089 in the Aged Person Accommodation Reserve at the 30/06/2019, and a total of both Reserves of \$769,189 at the 30/06/2019.

These figures do not include any interest on the current term deposit with the ANZ bank.

**Strategic Implications:**

Fits within Goal 9.6 and 9.7 of the Shire of Wickepin Strategic Community Plan.

**community**

GOAL 9: Our communities are engaged, have a healthy lifestyle and are safe			
SHORT TERM STRATEGY	MEDIUM TERM STRATEGY	POINT OF MEASUREMENT	10 YR OUTCOME
9.1 Facilitate a meeting in the Shire of Wickepin of the local and regional health, social and crime prevention agencies to raise drug and alcohol issues 9.2 Meet with the Wickepin Community Resource Centre to identify common community priorities including but not limited to youth activities as well as forward plan events 9.3 With the Wickepin Community Resource Centre target activities at early years, primary and secondary students particularly during the school holiday period	9.4 Advocate for the continuation of State Government support for the Wickepin Community Resource Centre 9.5 With the Community Resource Centre, help to communicate and action progress association / organising committee priorities and projects	<ul style="list-style-type: none"> <li>- Wickepin Community Resource Centre is retained</li> <li>- Positive social behaviour in our communities</li> <li>- Improved offering and frequency of youth activities</li> <li>- Events across the Shire do not conflict with other local or regional events</li> <li>- Amount of formal communication with progress associations / organising committees across the Shire</li> </ul>	Children and youth are retained and engaged Our community is safe Our community understands the impact of anti-social behaviour both personally and on the community
9.6 Continue to advocate and prepare for the Wheatbelt South Aged Housing Alliance (WSAHA) project	9.7 Seniors are encouraged and able to age in place	<ul style="list-style-type: none"> <li>- WSAHA aged housing project is delivered</li> </ul>	The elderly can age in place
9.8 Continue to provide a high standard waste management service 9.9 Continue to educate the community about recycling		<ul style="list-style-type: none"> <li>- Number of positive and negative comments about waste services</li> <li>- Recycling increases across the Shire (tonnes increase)</li> </ul>	Waste management practices are best practice

**Recommendations:**

That the Lifestyle Committee recommends that the Wheatbelt South Aged Housing Alliance and the Shire of Wickepin fully exhaust all grant funding and Council funding before it considers the proposal from the WA Housing Co-operative Ltd.

**Voting Requirements:**

Simple majority.

**Moved Audrey Bird / Seconded Leanne Smith**

That the Lifestyle Retirement Committee recommends that the Wheatbelt South Aged Housing Alliance and the Shire of Wickepin fully exhaust all grant funding and Council funding before it considers the proposal from the WA Housing Co-operative Ltd.

**Carried 7 / 0**

## 9. Reports & Information

### 9.1 Other matters raised by members

The Committee discussed the brief outline of Council's position in relation to the Aged Care Independent Living Units at Johnston Park provided by Cr Russell.

**Moved Audrey Bird / Seconded Coleen Thompson**

That Council appoint a Lobbyist to pursue funding for the Wheatbelt South Aged Housing Alliance project on behalf of the Shire of Wickepin.

**Carried 7 / 0**

**Moved Syd Martin / Seconded Audrey Bird**

Council place in the 2019/2020 Budget funds for the construction of two suitable Aged Care Independent Living Units at Johnston Park.

**Carried 7 / 0**

**Moved Fran Allan / Seconded Allan Lansdell**

The Committee invite Helen Morton of the Pingelly Somerset Alliance Inc (PSA) to give a presentation about the PSA project at Wickepin.

**Carried 7 / 0**

## 10. Urgent Business

### 11. Closure

The next Lifestyle Retirement Committee Meeting will be held Wednesday 14 August 2019 at 9.30am.

There being no further business the Chairperson declared the meeting closed at 10.35am.

#### 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	Officer	Progress	Status	Action
975-170419-02	Supply of Bob Cat with Trailer (Retendered)	MWS MWS	Finalise Equotes Purchase Order completed	✓ ✓	26/04/19 30/04/19
976-170419-04	Cuballing East Road Rav 6	CEO	Advise Main Roads Heavy Vehicles the Shire approves issuing CBH an AMMS 4.3 permit	✓	24/04/19 Letter and email sent
977-170419-10	Annual Compliance Audit Return for 2018 forwarded to ED of DLG	ESO CEO	Forward to ED of DLG	✓	26/04/19 Forwarded to DLG
978-170419-11	Mark Graham management of fires in the Shire of Wickepin	CEO	Letter to be forwarded to Mark Graham	✓	02/05/19
979-170419-12	Fire Break Orders examples of wording used by surrounding Shires	CEO	Source information from surrounding Shires	✓	CEO sourcing information
980-170419-13	Lake Yealering Progress Association James Giddy Project	ESO	Letter to the LYPA giving permission to paint murals and requesting a letter of support from the Yealering Tennis Club	✓	24/04/19 Letter sent
981-170419-14	Agribusiness Feasibility Study	CEO	Advise consultants of Council's decision	✓	24/04/19 Consultants advised by email
982-170419-15	Annual Performance Appraisal 2019 CEO	CEO	Letters and Memo's	✓	30/04/19 Memo's completed
983-170419-15	Lake Yealering Bowling Club – Liquor Licence	ESO	Letter to LYBC agreeing to proposed changes	✓	24/04/19 Letter sent
984-170419-17	WALGA Honours Program	CEO	Nominate Cr Russell for Long and Loyal Service Award	✓	30/04/19 Nomination completed and forwarded

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

○ = in progress    ✓ = completed    ✕ =superseded

9. Notice of Motions of Which Notice Has Been Given

10. Receipt of Reports & Consideration of Recommendations



## TECHNICAL SERVICES

### 10.1.01 – Manager Works and Services Report

Submission To:	Ordinary Council
Location/Address:	Whole Shire
Name of Applicant:	Manager Works & Services, Gary Rasmussen
File Reference:	CM.REP.1
Author:	Manager Works & Services, Gary Rasmussen
Disclosure of any Interest:	Nil
Date of Report:	10 May 2019

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#### Enclosure/Attachments:

Nil.

#### Summary:

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

#### Background:

Nil.

#### Comments:

##### Programmed Construction Works

- Private Works - some grader works.
- Inkie Pinkie Road - completed.
- 86 Gate Road - completed.
- Kirk Rock Road - working on this at the present time.

##### Maintenance Works

- Maintenance grader - is at the present time working on cut offs and grading the corrugated sections only. He is in the Southern end of the shire moving towards town to pick up his roller to get set for the winter.
- Pot-hole patching is on-going.
- Signage maintenance is on-going.
- Russell Road - still to be done.
- Getting prices for pram ramps and will look to get them completed by mid-June.
- Yealering - power line pruning works are happening at the present time.

##### Occupational Health and Safety

- Lost time due to injury – nil.
- Incident Report – nil.

##### Workshop

- General servicing.

##### Parks and Gardens

- General mowing and whipper snipping is on-going.
- Walk trail maintenance is on-going.
- General maintenance at Lake Yealering and Harrismith.
- Yealering - in the central playground a sugar gum stump is still to be removed.

**Plant and Equipment**

- Bobcat and trailer ordered.
- Trailer about 8 weeks out.
- Bobcat slasher about 5 weeks out.

**Other Information**

- The wedding at Yealering went well with good reports on the presentation of the hall and gardens.
- At the Yealering cemetery a lot of trees are dying due to dry conditions. The outside crew are looking to remove the dying trees. A tree replacement program and a reticulation system will be in the budget next year.

**Statutory Environment:**

*Local Government Act 1995.*

**Policy Implications:**

Not applicable.

**Financial Implications:**

Not applicable.

**Strategic Implications:**

Nil.

**Recommendations:**

That Council notes the report from the Manager of Works and Services dated 10 May 2019.

**Voting Requirements:**

Simple majority.

**Council Decision:**

**Resolution No: 150519-05**

**Moved Cr A Lansdell / Seconded Cr S Martin**

That Council notes the report from the Manager of Works and Services dated 10 May 2019.

**Carried 8 / 0**

## GOVERNANCE, AUDIT AND COMMUNITY SERVICES

### 10.2.01 – List of Accounts

Submission To:	Ordinary Council
Location / Address:	Whole Shire
Name of Applicant:	Erika Clement, Manager of Finance
File Reference:	FM.BA.1201
Author:	Dianne Barry – Finance Officer
Disclosure of Interest:	Nil
Date of Report:	7 April 2019

### Enclosure/Attachments:

List of Accounts.

### Summary:

List of Accounts remitted during the period from 1 April 2019 to 30 April 2019.

<u>Municipal Account</u>	<u>Vouchers</u>	<u>Amounts</u>
EFT	9307-9330, 9334-9373	\$ 300,604.61
Cheques	15596, 15599-15600	\$ 16,735.55
Payroll	April	\$ 67,949.00
Superannuation	April	\$ 12,220.28
Credit Card	April	\$ 1,455.33
Direct Deductions	April	\$ 1,029.30
Licensing	April	\$ 21,939.60
	<b>April Total</b>	<b>\$421,933.67</b>
<b>Trust</b>		
EFT	9332 - 9333	\$ 1,100.00
Cheques		
	<b>April Total</b>	<b>\$1,100.00</b>
	<b>Total for April</b>	<b>\$423,033.67</b>

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

### **Certificate of Chief Executive Officer:**

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

### Comments:

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

### Statutory Environment:

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

### Policy Implications:

Policy 3.1.7 - Cheque Issue.

### Strategic Implications:

Nil.

**Recommendations:**

That Council acknowledges that payments totalling \$423,033.67 for April 2019 have been made in accordance with the list included in these minutes, and scrutiny of the list has found that the payments are satisfactory.

**Voting Requirements:**

Simple majority.

**Council Decision:**

**Resolution No: 150519-06**

**Moved Cr F Allan / Seconded Cr S Hyde**

That Council acknowledges that payments totalling \$423,033.67 for April 2019 have been made in accordance with the list included in these minutes and scrutiny of the list has found that the payments are satisfactory.

**Carried 8 / 0**

## 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:	1 May 2019

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### Enclosure/Attachments:

Nil.

### Background:

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

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

### Comments:

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

### Statutory Environment:

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

Local Government (Financial Management) Regulations 1996.

34. Financial reports to be prepared s. 6.4

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

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

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

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

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

- (a) According to nature and type classification;
- (b) By program; or
- (c) By business unit.

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

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

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

**Policy Implications:**

Nil.

**Strategic Implications:**

Nil.

**Recommendations:**

That the financial statements tabled for the period ending 30 April 2019 as presented be received.

**Voting Requirements:**

Simple majority.

**Council Decision:**

**Resolution No: 150519-07**

**Moved Cr N Astbury / Seconded Cr S Hyde**

That the financial statements tabled for the period ending 30 April 2019 as presented be received.

**Carried 8 / 0**

**SHIRE OF WICKEPIN**  
**MONTHLY FINANCIAL REPORT**  
**For the Period Ended 30 April 2019**

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

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

For the Period Ended 30 April 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 30 April 2019 of \$1,207,384.

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: 1-May-19

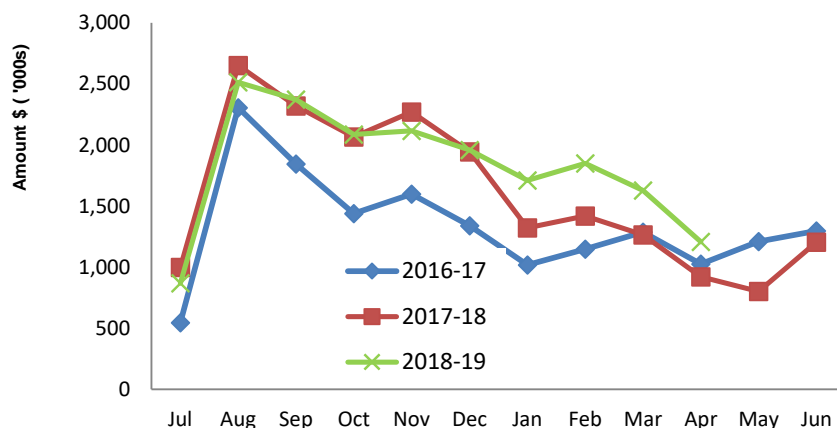


## Shire of Wickepin

### Monthly Summary Information

For the Period Ended 30 April 2019

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



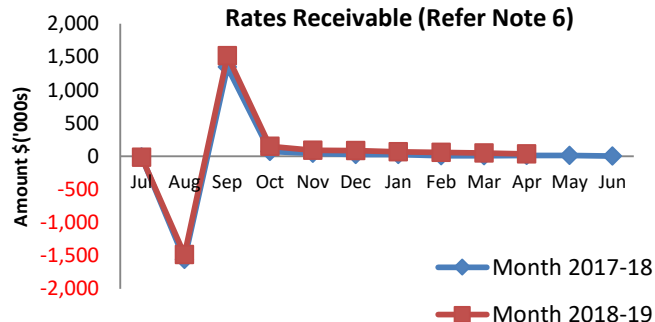
#### Cash and Cash Equivalents as at period end

Unrestricted	\$	1,490,054
Restricted	\$	1,804,855
	\$	<u>3,294,909</u>

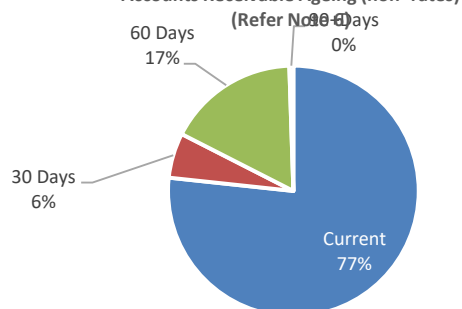
#### Receivables

Rates	\$	37,090
Other	\$	<u>16,244</u>
	\$	<u>53,334</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
<b>Amounts paid in advance</b>	<b>\$804,905</b>

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

## Shire of Wickepin

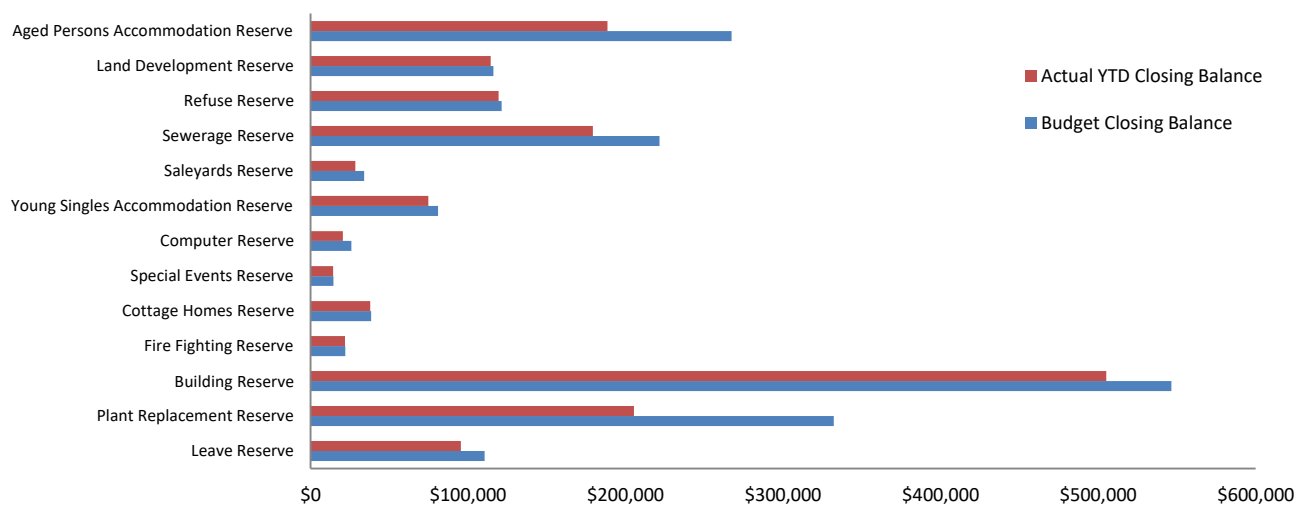
### Monthly Summary Information

For the Period Ended 30 April 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.

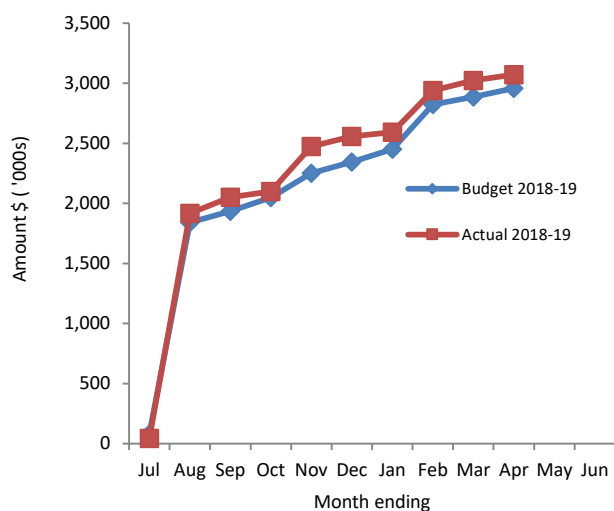
## Shire of Wickepin

### Monthly Summary Information

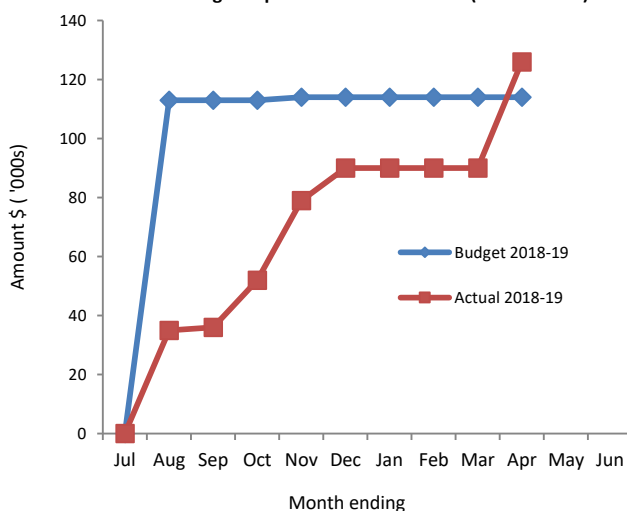
For the Period Ended 30 April 2019

#### Revenues

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

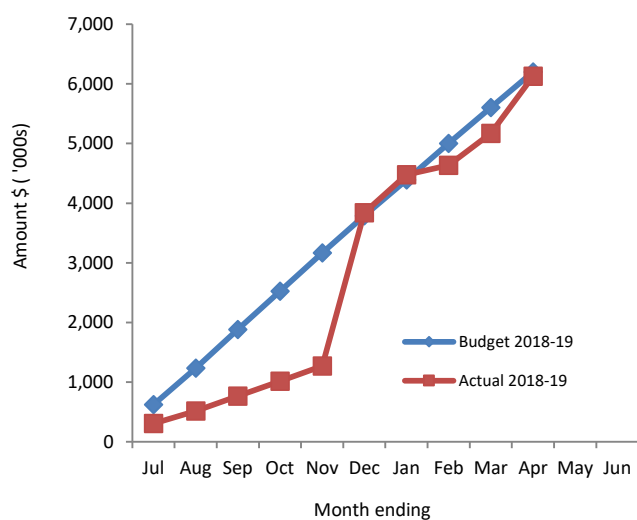


Budget Capital Revenue -v- Actual (Refer Note 2)

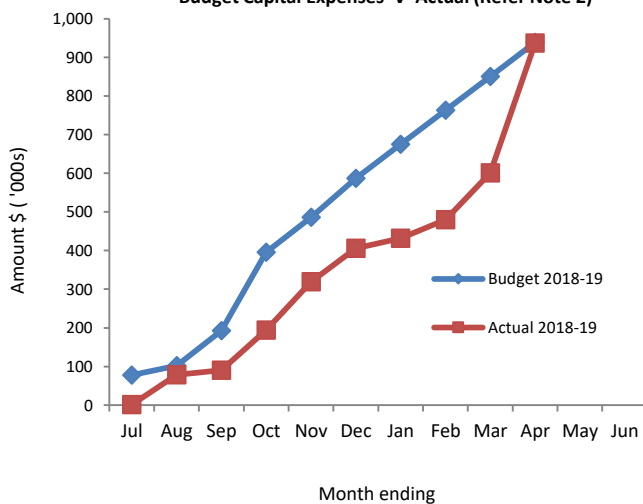


#### Expenditure

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 30 April 2019

	Note	Annual Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
<b>Operating Revenues</b>							
Governance		\$ 1,110	\$ 910	\$ 14,844	\$ 13,934	1531.19%	▲
General Purpose Funding - Rates	9	1,352,265	1,352,225	1,359,580	7,355	0.54%	
General Purpose Funding - Other		819,181	609,028	589,599	(19,430)	(3.19%)	
Law, Order and Public Safety		72,887	72,587	80,520	7,933	10.93%	▲
Health		250	200	0	(200)	(100.00%)	
Education and Welfare		4,160	3,460	200	(3,260)	(94.22%)	▼
Housing		108,150	93,440	84,132	(9,308)	(9.96%)	▼
Community Amenities		176,300	168,303	165,025	(3,278)	(1.95%)	
Recreation and Culture		32,597	27,130	33,448	6,318	23.29%	▲
Transport		646,931	566,380	632,665	66,285	11.70%	▲
Economic Services		42,165	35,940	47,688	11,748	32.69%	▲
Other Property and Services		33,500	27,900	63,869	35,969	128.92%	▲
Total Operating Revenue		3,289,496	2,957,503	3,071,570	114,067		
<b>Operating Expense</b>							
Governance		(445,002)	(386,048)	(348,349)	37,699	9.77%	▼
Health		(25,916)	(21,600)	(15,553)	6,047	28.00%	▼
Education and Welfare		(17,842)	(14,800)	(8,554)	6,246	42.20%	▼
Housing		(189,061)	(157,310)	(142,651)	14,659	9.32%	▼
Community Amenities		(374,058)	(311,250)	(300,096)	11,154	3.58%	
Recreation and Culture		(982,652)	(819,352)	(825,656)	(6,304)	(0.77%)	
Transport		(4,759,357)	(3,965,880)	(3,918,584)	47,296	1.19%	
Economic Services		(241,056)	(200,680)	(171,282)	29,398	14.65%	▼
Other Property and Services		(26,141)	(28,006)	(112,918)	(84,912)	(303.19%)	▲
Total Operating Expenditure		(7,400,570)	(6,200,030)	(6,125,680)	74,351		
<b>Funding Balance Adjustments</b>							
Add back Depreciation		4,327,930	3,606,560	3,897,534	290,974	8.07%	▲
Adjust (Profit)/Loss on Asset Disposal	8	24,900	28,100	49,283	21,183	75.39%	▲
Adjust Provisions and Accruals		0	0		0		
Net Cash from Operations		241,756	392,133	892,708	500,575		
<b>Capital Revenues</b>							
Proceeds from Disposal of Assets	8	170,594	113,729	126,174	12,445	10.94%	▲
Total Capital Revenues		170,594	113,729	126,174	12,445		
<b>Capital Expenses</b>							
Land Held for Resale		0	0	0	0		
Land and Buildings	13	(64,200)	(49,160)	(50,383)	(1,223)	(2.49%)	
Infrastructure - Roads	13	(677,876)	(572,240)	(598,383)	(26,143)	(4.57%)	
Infrastructure - Public Facilities	13						
Infrastructure - Footpaths	13	(10,000)	(8,330)	(181)	8,149	97.83%	▼
Infrastructure - Drainage	Note 13	(84,500)	(64,560)	(48,423)	16,137	25.00%	▼
Heritage Assets	13		0	0	0		
Plant and Equipment	13	(397,144)	(342,684)	(214,117)	128,567	37.52%	▼
Furniture and Equipment	13	(22,000)	(22,000)	(25,347)	(3,347)	(15.22%)	
Total Capital Expenditure		(1,255,720.10)	(1,058,974)	(936,834)	122,140		
Net Cash from Capital Activities		(1,085,126)	(945,245)	(810,660)	134,585		
<b>Financing</b>							
Proceeds from New Debentures	10	0	0	0	0		
Proceeds from Advances		0	0	0	0		
Self-Supporting Loan Principal		6,081	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)	(25,389)	(25,389)	(0)	(0.00%)	
Transfer to Reserves	7	(313,466)	(156,733)	0	156,733	100.00%	▼
Net Cash from Financing Activities		(290,722)	(156,666)	(19,309)	137,357		
Net Operations, Capital and Financing		(1,134,092)	(709,778)	62,739	793,700		
Opening Funding Surplus(Deficit)	3	1,134,092	1,144,645	1,144,645	0	0.00%	
Closing Funding Surplus(Deficit)	3	0	434,867	1,207,384	793,700		

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 30 April 2019

	Note	Amended Annual Budget	Amended YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
<b>Operating Revenues</b>							
Rates	9	\$ 1,352,265	\$ 1,352,175	\$ 1,359,580	\$ 7,405	0.55%	
Operating Grants, Subsidies and Contributions	11	861,048	669,715	719,005	49,290	7.36%	▲
Fees and Charges		459,782	416,693	468,523	51,830	12.44%	▲
Service Charges		0	0	0	0		
Interest Earnings		52,000	33,330	15,740	(17,590)	(52.77%)	▼
Other Revenue		0	0	0	0		
Profit on Disposal of Assets	8	21,680	18,060	5,399			
Total Operating Revenue		2,746,775	2,489,973	2,568,247	90,935		
<b>Operating Expense</b>							
Employee Costs		(1,318,973)	(1,099,310)	(993,210)	106,100	9.65%	▲
Materials and Contracts		(1,358,671)	(1,135,343)	(878,452)	256,891	22.63%	▲
Utility Charges		(175,545)	(146,150)	(132,357)	13,793	9.44%	▲
Depreciation on Non-Current Assets		(4,327,930)	(3,606,560)	(3,897,534)	(290,974)	(8.07%)	▼
Interest Expenses		(3,453)	(2,860)	(3,279)	(419)	(14.64%)	
Loss on Disposal of Assets	8	(46,580)	(46,160)	(54,682)			
Total Operating Expenditure		(7,410,310)	(6,202,812)	(6,125,680)	85,655		
<b>Funding Balance Adjustments</b>							
Add back Depreciation		4,327,930	3,606,560	3,897,534	290,974	8.07%	▲
Adjust (Profit)/Loss on Asset Disposal	8	24,900	28,100	49,283	21,183	75.39%	▲
Adjust Provisions and Accruals			0		0		
Net Cash from Operations		(310,705)	(78,179)	389,385	488,747		
<b>Capital Revenues</b>							
Grants, Subsidies and Contributions	11	552,461	475,640	503,323	27,683	5.82%	▲
Proceeds from Disposal of Assets	8	170,594	113,729	126,174	12,445	10.94%	▲
Total Capital Revenues		723,055	589,369	629,497	40,128		
<b>Capital Expenses</b>							
Land Held for Resale		0	0	0	0		
Land and Buildings	13	(64,200)	(49,160)	(50,383)	(1,223)	(2.49%)	
Infrastructure - Roads	13	(677,876)	(572,240)	(598,383)	(26,143)	(4.57%)	
Infrastructure - Public Facilities	13	0		0	0		
Infrastructure - Footpaths	13	(10,000)	(8,330)	(181)	8,149	97.83%	▲
Infrastructure - Drainage	13	(84,500)	(64,560)	(48,423)	16,137	25.00%	▲
Heritage Assets	13	0	0	0	0		
Plant and Equipment	13	(397,144)	(342,684)	(214,117)	128,567	37.52%	▲
Furniture and Equipment	13	(22,000)	(22,000)	(25,347)	(3,347)	(15.22%)	
Total Capital Expenditure		(1,255,720)	(1,058,974)	(936,834)	122,140		
Net Cash from Capital Activities	Note 13	(532,665)	(469,605)	(307,337)	162,268		
<b>Financing</b>							
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)	(25,389)	(25,389)	(0)	(0.00%)	
Transfer to Reserves	7	(313,466)	(156,733)	0	156,733	100.00%	▲
Net Cash from Financing Activities		(290,722)	(156,666)	(19,309)	137,357		
Net Operations, Capital and Financing		(1,134,092)	(704,450)	62,739	788,372		
Opening Funding Surplus(Deficit)	3	1,134,092	1,144,645	1,144,645	0	0.00%	
Closing Funding Surplus(Deficit)	3	0	434,867	1,207,384	788,372		

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 30 April 2019

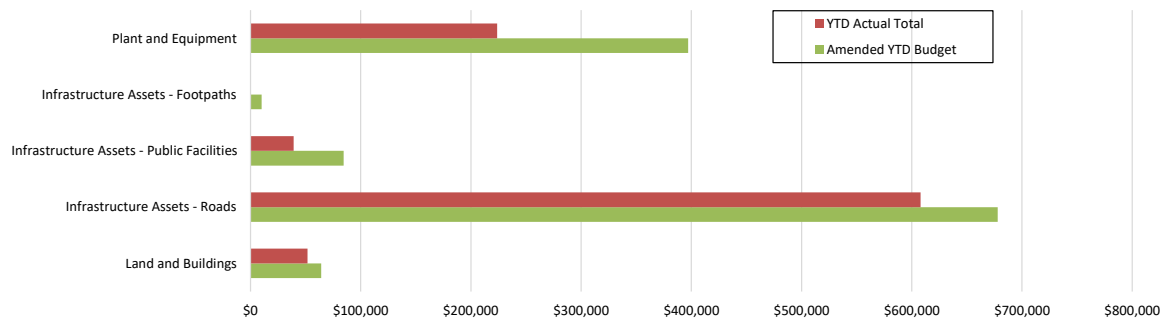
YTD 30 04 2019							
Capital Acquisitions	Note	YTD Actual New /Upgrade (a)	YTD Actual (Renewal Expenditure) (b)	YTD Actual Total (c) = (a)+(b)	Amended YTD Budget (d)	Amended Annual Budget	Variance (d) - (c)
Land and Buildings	13	\$ 51,808	\$ 0	\$ 51,808	\$ 64,200	\$ 64,200	\$ (12,393)
Infrastructure Assets - Roads	13		608,003	608,003	677,876	677,876	(69,873)
Infrastructure Assets - Public Facilities	13	39,107	0	39,107	84,500	84,500	(45,393)
Infrastructure Assets - Footpaths	13	182	0	182	10,000	10,000	(9,818)
Plant and Equipment	13	223,856	0	223,856	397,144	397,144	(173,288)
Capital Expenditure Totals		328,831	608,003	936,834	1,255,720	1,255,720	(318,886)

## Funded By:

Capital Grants and Contributions	503,323	552,461	552,461	49,138
Borrowings	0	0	0	0
Other (Disposals & C/Fwd)	126,174	113,729	170,594	12,445
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			
Total Own Source Funding - Cash Backed Reserves	0	19,375	46,500	(19,375)
Own Source Funding - Operations	307,337	570,155	486,165	(262,818)
Capital Funding Total	936,834	1,255,720	1,255,720	(318,886)

## Comments and graphs

Capital Expenditure Program YTD



**SHIRE OF WICKEPIN**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 30 April 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 30 April 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 30 April 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 30 April 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 30 April 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 30 April 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 30 April 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 30 April 2019

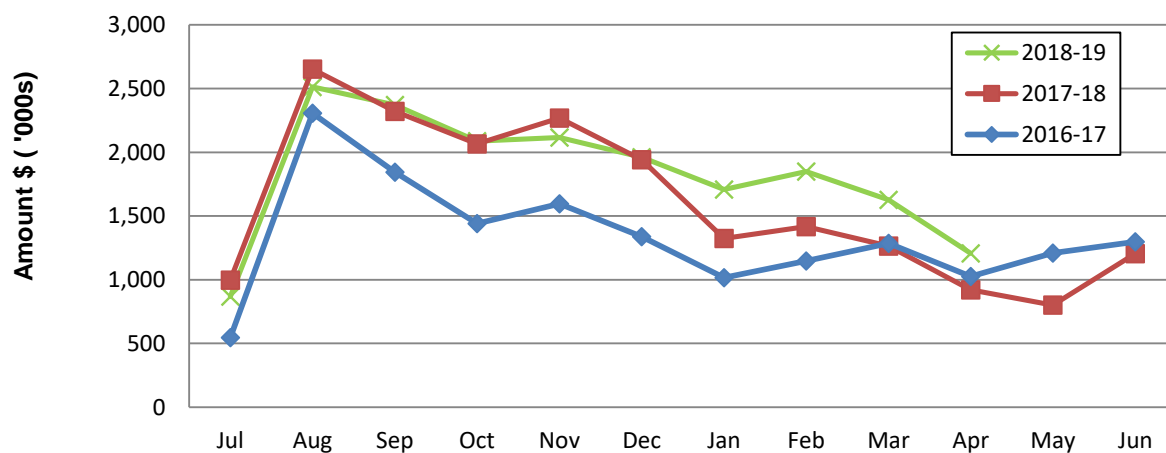
**Note 2: EXPLANATION OF MATERIAL VARIANCES**

Reporting Program	Var. \$	Var. %	Var.	Timing/ Permanent	Explanation of Variance
<b>Operating Revenues</b>	\$	%			
<b>Governance</b>	13,934	1531.19%	▲	Permanent	Great Southern Regional Business Assoc - Refund
General Purpose Funding - Other	(19,430)	(3.19%)			
Law, Order and Public Safety	7,933	10.93%	▲	Permanent	ESL Grant 2017/2018 supplement
Housing	(9,308)	(9.96%)	▼	Timing	Housing Units vacant
Community Amenities	(3,278)	(1.95%)			
Recreation and Culture	6,318	23.29%	▲	Permanent	Art Prize Entries, Arty Party ticket sales, Lamb & Lager Ticket Sales
Transport	66,285	11.70%	▲	Timing	Full R2R grant payment
Other Property and Services	35,969	128.92%	▲	Permanent	Worker Comp Claim - reimbursement, Higher Private works income
<b>Operating Expense</b>					
Governance	37,699	9.77%	▼	Timing	Expenditure not as high
General Purpose Funding	1,266	1.73%			
Law, Order and Public Safety	11,802	5.31%	▼	Timing	Expenditure not as high
Health	6,047	28.00%	▼	Timing	Expenditure not as high, Group Regional Scheme costs down
Education and Welfare	6,246	42.20%	▼	Timing	CDO projects not completed, Donations lower
Recreation and Culture	(6,304)	(0.77%)			
Transport	47,296	1.19%			
Economic Services	29,398	14.65%	▼	Timing	Maintenance costs down. Group Regional Scheme costs down
Other Property and Services	(84,912)	(303.19%)	▲	Timing	Increase in Private Works Costs, LSL Costs & PPE costs
<b>Capital Revenues</b>					
Grants, Subsidies and Contributions	27,683	5.82%	▲	Timing	Direct Road Grant Higher
Proceeds from Disposal of Assets	12,445	10.94%	▲	Permanent	Higher Trade in Price on Disposals
<b>Capital Expenses</b>					
Land and Buildings	(1,223)	(2.49%)			
Infrastructure - Roads	(26,143)	(4.57%)			
Infrastructure - Footpaths	8,149	97.83%	▼	Timing	Footpath projects not started yet
Plant and Equipment	128,567	37.52%	▼	Timing	Skid Steere Loader & Trailer still be purchased
Furniture and Equipment	(3,347)	(15.22%)	▲	Timing	Johnson Park Equipment carry over
<b>Financing</b>					
Loan Principal	(0)	(0.00%)			

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
For the Period Ended 30 April 2019

**Note 3: NET CURRENT FUNDING POSITION**

		Positive=Surplus (Negative=Deficit)		
		YTD 30 Apr 2019	30 June 2018	YTD 29 Apr 2018
		\$	\$	\$
<b>Current Assets</b>				
Cash Unrestricted	4	1,490,054	1,296,360	975,440
Cash Restricted	4	1,804,855	1,804,855	1,274,113
Receivables - Rates	6	37,090	18,877	73,835
Receivables -Other	6	16,244	11,566	112,223
Interest / ATO Receivable/Trust		32,800	25,910	27,693
Inventories			0	0
		3,381,043	3,157,568	2,463,304
<b>Less: Current Liabilities</b>				
Payables		(191,583)	(17,216)	(26,842)
Provisions		(177,221)	(190,853)	(144,743)
		(368,804)	(208,068)	(171,586)
<b>Net Current Funding Position</b>		<b>1,207,384</b>	<b>1,144,645</b>	<b>1,017,605</b>

**Note 3 - Liquidity Over the Year****Comments - Net Current Funding Position**

Note 13

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
For the Period Ended 30 April 2019**Note 4: CASH AND INVESTMENTS**

	Interest Rate	Unrestricted \$	Restricted \$	Trust \$	Total Amount \$	Institution	Maturity Date
<b>(a) Cash Deposits</b>							
Municipal Bank Account	0.00%	(133,393)			(133,393)	ANZ	At Call
Reserve Bank Account	0.00%		4,855		4,855	ANZ	At Call
Trust Bank Account	0.00%			53,937	53,937	ANZ	At Call
Cash On Hand	Nil	700			700	N/A	On Hand
<b>(b) Term Deposits</b>							
Municipal					0		
Municipal	2.50%	400,000			400,000	ANZ	09-May-19
Municipal	1.45%	1,222,748			1,222,748	WA Treasury	At Call
Reserve	2.35%		1,800,000.00		1,800,000	ANZ	18-Jun-19
Trust	2.10%			80,000	80,000	ANZ	18-Jun-19
<b>Total</b>		<b>1,490,054</b>	<b>1,804,855</b>	<b>133,937</b>	<b>3,428,846</b>		



**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 30 April 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.

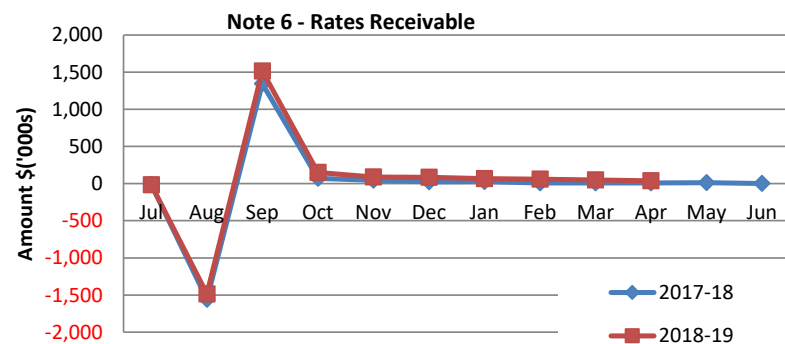
Strategy Ref	Strategy	Action Ref	Action	2016-17 per CBP	Adopted Budget	Amended Budget	YTD Expenditure
Total				-	-	-	-

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
For the Period Ended 30 April 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 30 Apr 2019	30 June 2017
\$ 19,522	\$ 25,543
1,533,632	1,497,589
(1,516,064)	(1,503,610)
<b>37,090</b>	<b>19,522</b>
<b>37,090</b>	<b>19,522</b>
97.61%	98.72%



Comments/Notes - Receivables Rates

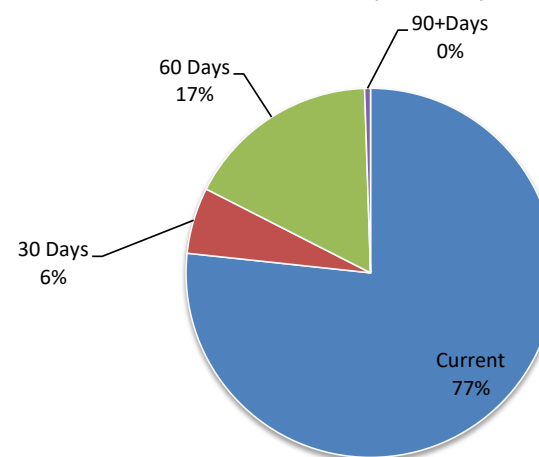
**Receivables - General**

Receivables - General

**Total Receivables General Outstanding**

Amounts shown above include GST (where applicable)

	Current	30 Days	60 Days	90+Days
	\$	\$	\$	\$
Receivables - General	12,459	943	2,758	84
<b>Total Receivables General Outstanding</b>	<b>16,244</b>			

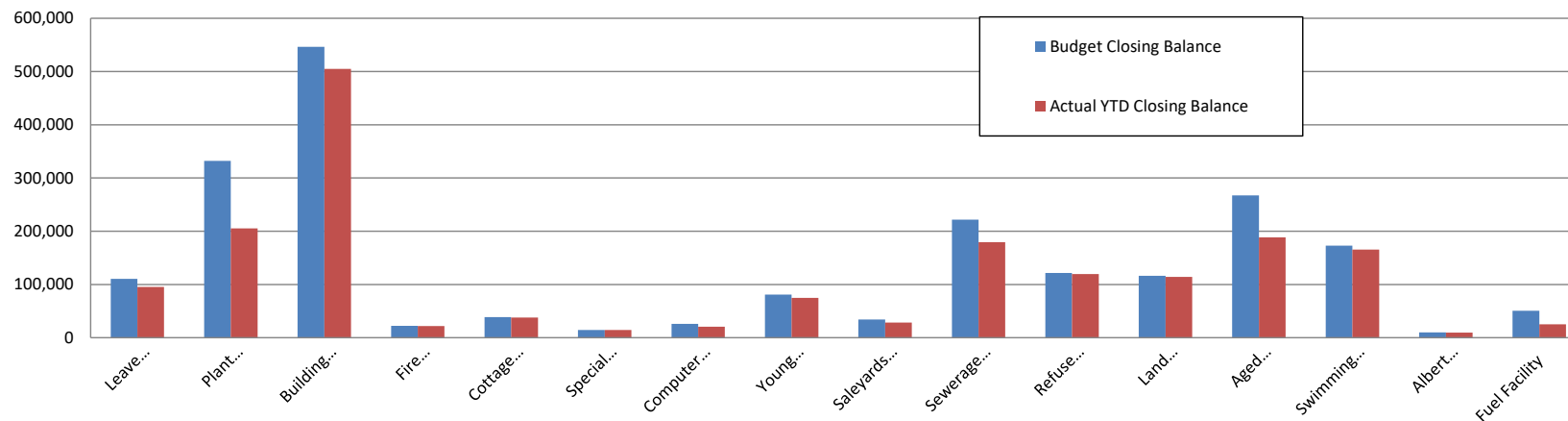
**Note 6 - Accounts Receivable (non-rates)**

Comments/Notes - Receivables General

Council Meeting  
SHIRE OF WICKEPIN  
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
For the Period Ended 30 April 2019

**Note 7: Cash Backed Reserve**

2018-19										
Name	Opening Balance	Budget Interest Earned	Actual Interest Earned	Budget Transfers In (+)	Actual Transfers In (+)	Budget Transfers Out (-)	Actual Transfers Out (-)	Transfer out Reference	Budget Closing Balance	Actual YTD Closing Balance
Leave Reserve	\$ 95,446.00	\$ 1,586.00	\$	\$	\$	\$ (13,500)	\$		\$ 110,532	\$ 95,446
Plant Replacement Reserve	205,371.00	3,414.00		123,450.00					332,235	205,371
Building Reserve	505,100.00	8,396.00				(33,000)			546,496	505,100
Fire Fighting Reserve	21,790.00	365.00							22,155	21,790
Cottage Homes Reserve	37,844.00	629.00							38,473	37,844
Special Events Reserve	14,332.00	238.00							14,570	14,332
Computer Reserve	20,549.00	342.00		5,000.00					25,891	20,549
Young Singles Accommodation Reserve	74,705.00	1,242.00		5,000.00					80,947	74,705
Saleyards Reserve	28,493.00	474.00		5,000.00					33,967	28,493
Sewerage Reserve	179,259.00	2,980.00		39,343.00					221,582	179,259
Refuse Reserve	119,384.00	1,984.00							121,368	119,384
Land Development Reserve	114,279.00	1,900.00							116,179	114,279
Aged Persons Accommodation Reserve	188,416.00	3,132.00		75,673.00					267,221	188,416
Swimming Pool Reserve	165,307.00	2,748.00		5,000.00					173,055	165,307
Albert Facey Homestead Reserve	9,580.00	159.00							9,739	9,580
Fuel Facility	25,000.00	411.00		25,000.00					50,411	25,000
	<b>1,804,855</b>	<b>30,000</b>	<b>0</b>	<b>283,466</b>	<b>0</b>	<b>(46,500)</b>	<b>0</b>		<b>2,164,821</b>	<b>1,804,855</b>

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

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
For the Period Ended 30 April 2019

## Note 8 CAPITAL DISPOSALS

Actual YTD Profit/(Loss) of Asset Disposal				Disposals		Amended Current Budget			
						YTD 30 04 2019			
Cost	Accum Depr	Proceeds	Profit (Loss)			Amended Annual Budget Profit/(Loss)	Actual Profit/(Loss)	Variance	Comments
\$	\$	\$	\$	Plant and Equipment		\$	\$	\$	
37,970	(3,308)	35,950	1,288	PCEOF	Holden Colorado CEO	(740)	1,288	2,028	GL 109930.70
37,586	(3,275)	35,822	1,512	PCEOG	Holden Colorado CEO	(740)	1,512	2,252	
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	
268,729	(54,971)	126,174	(49,283)			(24,900)	(49,283)	(24,383)	

Comments - Capital Disposal/Replacements

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
For the Period Ended 30 April 2019

## Note 9: RATING INFORMATION

RATE TYPE	Rate in \$	Number of Properties	Rateable Value \$	Rate Revenue \$	Interim Rates \$	Back Rates \$	Total Revenue \$	Amended Budget Rate Revenue \$	Amended Budget Interim Rate \$	Amended Budget Back Rate \$	Amended Budget Total Revenue \$
<b>Differential General Rate</b>											
GRV	7.3020	194	1,819,215	127,894		0	127,894	127,894			127,894
UV	0.9958	278	132,731,703	1,321,708	(111)		1,321,597	1,321,742			1,321,742
<b>Sub-Totals</b>		472	134,550,918	1,449,602	(111)	0	1,449,491	1,449,636	0	0	1,449,636
<b>Minimum Payment</b>	<b>Minimum \$</b>										
GRV	400.00	63	91,032	25,200			25,200	25,200			25,200
UV	400.00	15	325,246	6,000			6,000	6,000			6,000
<b>Sub-Totals</b>		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							(132,820)				
<b>Totals</b>							<b>1,359,580</b>				<b>1,489,290</b>

Comments - Rating Information

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
For the Period Ended 30 April 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		19,309	23,285	28,663	24,687	1,925	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	25,389	29,366	55,544	51,567	3,184	3,454	

All debenture repayments were financed by general purpose revenue.

## (b) New Debentures

No new debentures were raised during the reporting period.

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
For the Period Ended 30 April 2019**Note 11: GRANTS AND CONTRIBUTIONS**

Program/Details GL	Grant Provider	Approval	2018-19 Budget	Variations Additions (Deletions)	Recoup Status		Received	Not Received
					Operating	Capital		
		(Y/N)	\$	\$	\$	\$	\$	\$
<b>GENERAL PURPOSE FUNDING</b>								
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
<b>LAW, ORDER, PUBLIC SAFETY</b>								
FESA Grant - Operating Bush Fire Brigade	Dept. of Fire & Emergency Serv.	Y	22,337	0	22,337	0	29,743	(7,406)
				0			0	0
<b>HOUSING</b>						0	0	0
<b>COMMUNITY AMENITIES</b>								
<b>RECREATION AND CULTURE</b>								
<b>TRANSPORT</b>				0	0	0	0	0
Roads To Recovery Grant - Cap	Roads to Recovery	Y	215,181	0	0	215,181	215,181	0
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	0
<b>EDUCATION</b>					0			0
	RDA movie nights							
<b>TOTALS</b>			<b>1,413,509</b>	<b>0</b>	<b>861,048</b>	<b>552,461</b>	<b>1,226,188</b>	<b>187,321</b>
Operating	Operating		861,048				719,005	
Non-Operating	Non-operating		552,461				503,323	



**SHIRE OF WICKEPIN**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 30 April 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 30-Apr-19
	\$	\$	\$	\$
Housing Bonds	0	1,900	(1,900)	0
Master Key Deposits	1,200	1,200	(1,800)	600
Special Plates	0	0	0	0
Land Sales	0	0	0	0
Nomination Deposits	0	0	0	0
Building and BCITF	0	1,175	(1,114)	62
Ram Pavillion	0	0	0	0
LCDC Landcare	0	2,193	0	2,193
Cat/Dog Trap Hire	100	150	(200)	50
WDSC Replacement Greens	85,770	13,309	0	99,079
Miscellaneous Trust	3,762	-1,143	(2,265)	354
Yealering Bowling Club Greens	23,700	7,900	0	31,600
Licensing		298,581	(298,581)	0
	<b>114,532</b>	<b>325,266</b>	<b>(305,860)</b>	<b>133,938</b>

SHIRE OF WICKEPIN  
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
For the Period Ended 30 April 2019

Note 13: CAPITAL ACQUISITIONS

		30/04/2019					
	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)	(8,200)	(9,278)	1,078	
●	Community Amenities						
	CAC new car port	WBC3	(15,000)	(15,000)	(15,793)	793	carried over from 2017/2018
	Community Amenities Total		(15,000)	(15,000)	(15,793)	793	
●	Transport						
	Washdown Bay - Depot	LDP1	(41,000)	(34,160)	(25,312)	(15,688)	
○	Transport Total		(41,000)	(34,160)	(25,312)	(15,688)	
	Land and Buildings Total		(64,200)	(49,160)	(50,383)	(13,817)	0
	Footpaths						
	Transport						
○	Footpaths Wickepin	LFP1	(10,000)	(8,330)	(78)	(9,922)	
○	Footpaths Yealering	LFP2	0	0	0	0	
●	Walk Trails	LWW1	0	0	(103)	103	
	Transport Total		(10,000)	(8,330)	(181)	(9,819)	0
	Footpaths Total		(10,000)	(8,330)	(181)	(9,819)	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)	(70,364)	(75,045)	4,681	0
	Governance Total		(70,364)	(70,364)	(75,045)	4,681	0
○	Transport						
○	P2489 2010 Bobcat Skid Steere	6034	(119,750)	(49,896)	0	(119,750)	0
●	P3518 1988 Flat Top Trailer for Bob Cat	6034	(37,500)	(15,625)	0	(37,500)	0
●	P2495 - 2007 John Deere Mower	6034	(60,500)	(25,208)	(59,990)	(510)	
●	P706 - 2014 Holden Colorado Single Cab Utility 4X4	6034	(43,015)	(7,169)	(30,675)	(12,340)	
●	PFACEY - 2014 - Facey Group Colorado Crew Utility 4x4	6034	(66,015)	(11,003)	(48,407)	(17,608)	0
	Transport Total		(326,780)	(272,320)	(139,072)	(187,708)	0
	Plant , Equip. & Vehicles Total		(397,144)	(342,684)	(214,117)	(183,027)	0
●	Infrastructure Other						
	Recreation and Culture						
	Wickepin Cemetery Upgrade	WCU1	(4,000)	(3,330)	(6,271)	2,271	
○	Harrismith Cemetery Upgrade	HCU1	(15,000)	(12,500)	(13,662)	(1,338)	
	War Memorial	CWWM1	(5,000)	(4,160)	(2,365)	(2,635)	

## Note 13: CAPITAL ACQUISITIONS

30/04/2019							
Infrastructure Assets		Amended Annual Budget	Amended YTD Budget	YTD Actual	Variance (Under)/Over	YTD Actual (Renewal Exp)	Strategic Reference / Comment
Wickepin Oval - Lights	WKLI	(20,000)	(16,660)	0	(20,000)		carried over from 2017/2018
Street Bins	3854	(7,000)	0	(7,374)	374		
Boundary Signs	WBS1	(23,500)	(19,580)	(13,563)	(9,937)		
Benches	4584	(7,000)	(5,830)	(1,425)	(5,575)		
Town Information Board Upgrade	7124	(3,000)	(2,500)	0	(3,000)		
<b>Recreation And Culture Total</b>		<b>(84,500)</b>	<b>(64,560)</b>	<b>(44,661)</b>	<b>(39,839)</b>		<b>0</b>
<b>Community Amenity</b>							
Effluent Drainage Scheme	LED1	0	0	(3,762)	3,762		0
<b>Community Amenity Total</b>		<b>0</b>	<b>0</b>	<b>(3,762)</b>	<b>3,762</b>		<b>0</b>
<b>Public Facilities Total</b>		<b>(84,500)</b>	<b>(64,560)</b>	<b>(48,423)</b>	<b>(36,077)</b>		<b>0</b>
<b>Roads</b>							
<b>Transport Regional Road Group</b>							
Wickepin Corrigin Road	RG001	(80,925)	(67,430)	(87,402)	6,476		0
Wickepin Harrismith Road	RG002	(130,000)	(108,330)	(130,201)	201		0
Pingelly Wickepin Road	RG003	(157,610)	(131,340)	(164,587)	6,977		0
<b>Regional Road Group Total</b>		<b>(368,535)</b>	<b>(307,100)</b>	<b>(382,190)</b>	<b>13,655</b>		<b>0</b>
<b>Transport Roads to Recovery</b>							
Wickepin North Rd	R2R015	(134,190)	(111,820)	(146,973)	12,783		0
Inklepinkie Road	R2R160	(33,194)	(35,430)	(42,211)	9,017		0
86 Gate Road	R2R013	(42,518)	(35,030)	(5,206)	(37,312)		0
Kirk Rock Road	R2R014	(42,039)	(35,030)	(4,102)	(37,937)		0
<b>Roads to Recovery Total</b>		<b>(251,941)</b>	<b>(217,310)</b>	<b>(198,492)</b>	<b>(53,449)</b>		<b>0</b>
<b>Council Resources Construction</b>							
Drainage and Headwalls	CODAH	(57,400)	(47,830)	(17,701)	(39,699)		0
<b>Council Resources Construction Total</b>		<b>(57,400)</b>	<b>(47,830)</b>	<b>(17,701)</b>	<b>(39,699)</b>		<b>0</b>
<b>Roads Total</b>		<b>(677,876)</b>	<b>(572,240)</b>	<b>(598,383)</b>	<b>(79,493)</b>		<b>0</b>
<b>Capital Expenditure Total</b>		<b>(1,255,720.10)</b>	<b>(1,058,974)</b>	<b>(936,834.00)</b>	<b>(318,886)</b>		<b>0</b>

### 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:	7 May 2019

Community Development	<p><b>Townscape</b></p> <ul style="list-style-type: none"> <li>Boundary statement signs: Waiting for manufacture of the signs to be completed.</li> </ul> <p><b>War Memorial</b></p> <ul style="list-style-type: none"> <li>War Memorial extension: The three new posts have not been powder coated as the original posts were treated. They are in raw corten steel and will rust differently. The CDO is in discussion with Jason Signs as to the removal of the corten wrapping and possible sandblasting with matching powder coating to follow.</li> <li>Shire works crew will manufacture the metal tops for the posts. These will be done in due course.</li> </ul> <p><b>Anzac Day</b></p> <ul style="list-style-type: none"> <li>Successful event held. Shirley Howell delivered a moving and insightful address which was well received by the community. See images below.</li> </ul> <p><b>Community Grants</b></p> <ul style="list-style-type: none"> <li>The 2019/20 grant round will close 4pm Friday 24 May.</li> <li>Support to groups requiring information and help with the grant process.</li> </ul> <p><b>Other</b></p> <ul style="list-style-type: none"> <li>Information sent to community on events and grant opportunities.</li> </ul>
Economic Development	<p><b>Wickepin Playground</b></p> <ul style="list-style-type: none"> <li>Meeting with <i>Nature Play Solutions</i> in Perth. Nature Play Space Concept for Wogolin Road presented and discussed. The draft concept plan will be delivered to Shire within the fortnight. The CDO will seek community feedback on the plan before finalising it.</li> <li>Correspondence and communication with community members regarding ideas and fundraising thoughts for the proposed project.</li> </ul> <p><b>Wickepin Winter Weekend</b></p> <ul style="list-style-type: none"> <li>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.</li> </ul>
Tourism and Social Media	<ul style="list-style-type: none"> <li>Social media posts to the Shire Facebook and Instagram pages: Significant increase in interaction and reach has been achieved over the past month. Facebook posts have the ability to <i>reach</i> over 5 thousand individuals per post with 4 thousand post <i>engagements</i> on one of our recent posts. The Shire Instagram account has an average <i>reach</i> of just under 400 individuals with each post.</li> <li>Blue Tree Project: expressions of interest were sought from the community to paint a tree blue within the shire. The Blue Tree Project began in Western Australia and encourages people to choose a dead tree that needs a '<i>blue lease on life</i>' and paint it in memory of a friend who lost their life to depression or battled the illness. The Shire has received 3 responses from the community expressing a desire to paint a tree blue. The CDO is yet to set a date for painting the tree.</li> </ul>
Sport and Recreation	<ul style="list-style-type: none"> <li>Information forwarded to clubs re grant opportunities.</li> <li>Workshop held on 7 May as part of the Upper Great Southern Building Sustainable Clubs Program. Governance and constitution discussion led by Caroline Robinson with club/group representatives who attended.</li> </ul>

<b>Governance</b> <b>Other</b>	<ul style="list-style-type: none"> <li>• Staff support as needed.</li> <li>• Responded to queries from CDO Network.</li> <li>• Liaison with Manager of Works, CEO and ESO for projects needing completion or works to be undertaken including; Wickepin Cemetery extension installation; seat at Yealering Caravan Park; Bins at Yealering and Harrismith; War Memorial.</li> </ul>
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### Statutory Environment:

Local Government Act 1995.

### Policy Implications:

Not applicable.

### Financial Implications:

Not applicable.

### Strategic Implications:

Aligns with Strategic Community Plan 2018 -2028.

### Recommendations:

That Council notes the report from the Community Development Officer dated 7 May 2019.

### Voting Requirements:

Simple majority.

### Council Decision:

Resolution No: 150519-08

Moved Cr S Martin / Seconded Cr S Hyde

That Council notes the report from the Community Development Officer dated 7 May 2019.

Carried 8 / 0

4.00pm - Cr J Russell departed the chambers due to declaring a proximity interest.

### 10.2.04 – Planning Application Tyron Miller – Shed Lot 20 Curlew Way Wickepin

Submission To:	Ordinary Council
Location / Address:	Whole Shire
Name of Applicant:	Mark Hook, Chief Executive Officer
File Reference:	CM.REP.2203
Author:	Eric Anderson, Planning Officer
Disclosure of Interest:	Nil
Date of Report:	3 May 2019

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#### Enclosure/Attachments:

Attachment 1 – Application for Planning Approval  
Attachment 2 – Site Plan  
Attachment 3 – Manufacturer specifications

#### Summary:

Council is requested to consider the application for planning approval – outbuilding (side and rear setback) at Lot 20 Curlew Way, Wickepin.

#### Background:

On 13 March 2019, the Shire's Planning Officer received the subject application for planning approval for an outbuilding (shed) at the aforementioned property. The proposed outbuilding measures 16 metres in length, 12 meters in width (192m<sup>2</sup>) and has a wall height of 3.6 metres with the height at the apex measuring 4.88m. The materials used for the outbuilding are to be Colourbond and Steel Trimclad. Under the Shire of Wickepin – Town Planning Scheme No. 4 the subject property is zoned 'Rural Residential' and measures 4002m<sup>2</sup> with the primary frontage facing Curlew Way and a secondary frontage on Old Cemetery Road.

Assessment of the proposal determined that it would not comply with the setback requirements of the Shire of Wickepin – Town Planning Scheme No. 4 and would therefore require advertising. Advertising of the proposal was conducted from 5 April 2019 to 19 April 2019. Upon the closure of public advertising one neutral submission was received seeking clarification and justification to the setback requirements of the 'Rural Residential' zone.

Under the current delegations register Council has granted delegated authority to the CEO to;

*"Issue planning consent for development applications that fully comply with all requirements" (delegation A5).*

As a variation is required it is the officer's view that there is insufficient delegated authority to grant planning approval for any variations under the current delegations register. Therefore the item is presented to Council for consideration.

#### Comments:

##### Zoning

The subject property is zoned 'Rural Residential' and is surrounded rural residential properties of similar size and rural setting. An outbuilding in a Rural Residential zone is listed as a Permitted use if it complies with the following standards as outlines in clause 4.18 of the Scheme and section 10.3.4.1 of Council's adopted policy manual;

*"4.18.1 In addition to a building license, all development, including a single house will require an application for development approval to be made to local government, unless it is within a defined building envelope accepted by local government.*

*4.18.2 Only one dwelling will be permitted on any lot in the Rural Residential zone.*



*4.18.3 Local government may permit ancillary accommodation providing it is located within the same building envelope or building clearance as the first or primary dwelling, or otherwise complies with the Residential Design Codes.*

*4.18.4 Outbuildings in excess of 65m<sup>2</sup> floor area will not be granted development approval on any lot within the Rural Residential Zone, unless a single dwelling exists on the lot, or is to be constructed as the first stage of the development proposal.*

*4.18.5 The minimum setbacks for dwellings, outbuildings, or any other structure shall be in accordance with the Development Table – General (Table 2) or as varied by the provisions of this Scheme.*

*4.18.6 In the case where a lot has more than one street frontage, local government may at its discretion permit the constriction of buildings nearer to the secondary street frontage nominated by local government, but not nearer than 10m to that street or streets.*

*4.18.7 For the purposes of guiding subdivision and development in specific rural residential zones, the provisions set out in schedule 7 (where different to Scheme Provisions) shall apply to the specified zones. Further subdivision will be required to generally accord with a Structure Plan prepared for the specified area referred to in Schedule 7 and such a plan of subdivision shall form part of the Scheme.*

*4.18.8 Proposals for Rural Residential zones shall have due regard to local government's Local Planning Policy – Rural Residential Development".*

#### Setbacks

The minimum setbacks for buildings referred to in clause 4.18.5 above are; Front: 15 metres, Side 10 metres and Rear: 10 metres. The proposed setbacks for the subject outbuilding are; Front approximately 39 metres (not provided), east Side approximately 48 metres (not provided), west Side 4 metres and Rear: 2 metres. Clause 4.18.6 will not apply as it only relevant if the proposed shed was on the eastern side of the dwelling.

The applicant has advised that the setbacks are being sought to avoid building on the Aerobic Treatment Unit (ATU). At a site visit undertaken on 28 March 2019 by the Planning Officer and attended by the applicant, the applicant discussed their intention to continue the planting of ornamental pears down the western boundary of the property. It is the officer's view that the proposed and existing planting will screen the proposed outbuilding to a satisfactory standard on the western side. It is recommended that should Council support the proposal the following condition be included;

"Additional landscaping of ornamental pears shall be planted along the western boundary to the satisfaction of the Chief Executive Officer"

The policy provisions of clause 10.3.4.2 restricting the wall height of outbuildings to 3 metres only applies to the 'Residential Zone' and therefore does not apply to the proposal.

#### **Statutory Environment:**

Shire of Wickepin Local Planning Scheme No. 4.

#### **Policy Implications:**

Not applicable.

#### **Financial Implications:**

An application for planning approval fee to the value of \$147 has been paid to the Shire of Wickepin.

#### **Strategic Implications:**

Nil.

**Recommendations:**

That with respect to the Application for Planning Approval – Outbuilding (Side and Rear Setback variation) at Lot 20 Curlew Way, Wickepin Council approve the application subject to the following conditions:

1. The approval shall expire if the development permitted is not completed within two years of approval, or within any extension of that time which, upon written application (made before or within 21 days after the expiry of the approval) to the Shire is granted by it in writing.
2. The development approved shall be in accordance with the plans and specifications submitted with the application and these shall not be altered or modified without the prior written approval of Council.
3. Any use, additions to and further intensification of any part of the development or land which is not in accordance with the original application or conditions of approval shall be subject to a further development application and consent for that use.
4. All drainage run-off associated with the development shall be contained on site or connected to the Shire's storm water drainage system to the satisfaction of the Chief Executive Officer.
5. Additional landscaping of ornamental pears shall be planted along the western lot boundary to the satisfaction of the Chief Executive Officer.
6. The building materials and colours used shall match existing buildings on the lot and are to be of non-reflective and muted tones i.e. not zinalume.
7. The proposed outbuilding is for domestic purposes only and shall not be used for commercial or habitation purposes.
8. Construction of the outbuilding shall be kept clear from all service connections.

**Voting Requirements:**

Simple majority.

**Council Decision:****Resolution No: 150519-09****Moved Cr S Hyde / Seconded Cr A Lansdell**

That with respect to the Application for Planning Approval – Outbuilding (Side and Rear Setback variation) at Lot 20 Curlew Way, Wickepin Council approve the application subject to the following conditions:

1. The approval shall expire if the development permitted is not completed within two years of approval, or within any extension of that time which, upon written application (made before or within 21 days after the expiry of the approval) to the Shire is granted by it in writing.
2. The development approved shall be in accordance with the plans and specifications submitted with the application and these shall not be altered or modified without the prior written approval of Council.
3. Any use, additions to and further intensification of any part of the development or land which is not in accordance with the original application or conditions of approval shall be subject to a further development application and consent for that use.
4. All drainage run-off associated with the development shall be contained on site or connected to the Shire's storm water drainage system to the satisfaction of the Chief Executive Officer.
5. The building materials and colours used shall match existing buildings on the lot and are to be of non-reflective and muted tones i.e. not zinalume.
6. The proposed outbuilding is for domestic purposes only and shall not be used for commercial or habitation purposes.
7. Construction of the outbuilding shall be kept clear from all service connections.

**Carried 7 / 0**

4.12pm – Cr Russell returned to chambers.



## 10.2.05 – Conference Bookings 2019 WALGA Local Government Week Convention

**Submission To:** Ordinary Council  
**Location / Address:** Whole Shire  
**Name of Applicant:** Mark Hook, Chief Executive Officer  
**File Reference:** GR.SL.1452  
**Author:** Mark Hook, Chief Executive Officer  
**Disclosure of Interest:** Nil  
**Date of Report:** 6 May 2019

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### Enclosure/Attachments:

WALGA Information and Registration Brochure.

### Summary:

Council is being requested to register delegates for the 2019 WALGA Local Government Week Convention and voting delegates for the WALGS AGM being held on the 7 August 2019 at the Perth Convention Centre.

### Background:

The 2019 WA Local Government Convention and Trade Exhibition will be held at the Perth Convention and Exhibition Centre, commencing on Wednesday 7 – Friday 9 August. This annual event provides a valuable opportunity to meet other Council CEOs and Elected Members from around the State, share stories and experiences and learn from one another. Registrations are now open. Registrations for the Convention are to be made online. If you would like to attend please visit [www.walga.asn.au/LGC19](http://www.walga.asn.au/LGC19) – then go to the Registration tab to complete registrations online. The registration deadline is Tuesday, 16 July.

### Comments:

Council needs to choose the voting delegate to the Annual General Meeting (AGM) of WALGA.

All Member Councils are entitled to be represented by two (2) voting delegates at the Annual General Meeting of the WA Local Government Association.

Council must complete and return the following form to the Association by 16 July 2019 to register the attendance and voting entitlements of Council's delegates to the Annual General Meeting.

In the event that a Voting Delegate is unable to attend, provision is made for proxy delegates to be registered. Only registered delegates or proxy registered delegates are permitted to exercise voting entitlements on behalf of Member Councils. Delegates may be Elected Members or serving officers.

All Voting Delegates, whether registered for the Convention or not, will need to present at the WALGA Delegate Service Desk prior to the AGM to collect their electronic voting device (keypad) for voting and identification tag to gain entry into the Annual General Meeting.

VOTING DELEGATES	PROXY Voting Delegates (2)
Name of Voting Delegates (2):  .....  .....	Name of Proxy Voting Delegates (2):  .....  .....

Councils Policy 2.1.1 Councillors Attendance at Conferences, Seminars, Training and Induction Courses States the following:

*All Councillors, CEO and partners may attend Local Government Week.*

Councilor Julie Russell has been nominated for the Long and Loyal service award.

### **Parking**

WALGA can arrange for a multi-entry (24 hour access) parking space in the underground car park at the PCEC at a daily cost of \$39. Parking space requests must be indicated when registering – please note the non-extendable deadline for these requests is Tuesday, 9 July 2019.

The City hotels generally have limited guest parking so the PCEC parking is a good alternative.

### **Statutory Environment:**

Nil.

### **Policy Implications:**

2.1 Members of Council

2.1.1 COUNCILLORS Attendance at Conferences, Seminars, Training and Induction Courses

OBJECTIVE: Council supports relevant training opportunities for Councillors and will meet reasonable costs associated with attending conferences, seminars, training and induction courses. To determine the nature and extent of Elected Member attendance at conferences and/or seminars, and ensure the application of this policy provides for fairness, equity and opportunity for all Elected Members.

Priority is given to induction or training courses specifically organised for the benefit of new Councillors.

All Councillors, CEO and partners may attend Local Government Week.

All Councillors and CEO may attend conferences, seminars or courses held by organisations of which Council is a member or has an interest in (e.g. Central Country Zone of WALGA) may be attended by Council's appointed representatives to those organisations or other nominated delegates.

The Council or CEO may authorise payment of costs of attending any conference, seminar, training or induction course including travel, accommodation, meals, telephone expenses, childcare and other reasonable expenses. Councillors must provide all receipts to the CEO or DCEO.

### **Conference Costs, Travel and Related Expenses**

1. For each Council delegate authorised to attend a conference or seminar in accordance with this policy, Council would cover direct expenses with such attendances, including the cost of registration, official conference functions, dinners, tours, travel arrangements, accommodation, and reasonable out-of-pocket expenses for the duration of the conference.
2. Reasonable out-of-pocket expenses would not include excessive in-room charges; or personal costs such as dry-cleaning or personal care appointments.
3. Where the conference or seminar is held at a hotel, accommodation in the first instance will be sought from that particular hotel, or if not available, from an accommodation provider as near as practicable to the conference or seminar venue.
4. In the event that accommodation is not onsite, the Shire will reimburse Elected Members any taxi or public transport costs incurred for travel to or from the conference or seminar.

5. Where the mode of transport to attend a conference or seminar is a motor vehicle, the Shire will pay for parking costs incurred relating to attendance at the conference or seminar.

### **Elected Member Delegate and CEO – Accompanying Person**

Where an Elected Member or the CEO is accompanied at a conference, all reasonable costs for or incurred by the accompanying person will be borne by the Shire of Wickpin.

Reasonable out-of-pocket expenses would not include excessive in-room charges; or personal costs such as dry-cleaning or personal care appointments.

Reports on attendance at any conference should be provided to Council upon return.

### **Financial Implications:**

Costs for the convention registration fees at Local Government week 2019 are \$1,475 per delegate plus accommodation and other conference extras such as Gala Dinner \$140 Each or Breakfast with Rodney Eade \$88

### **Strategic Implications:**

Nil.

### **Recommendations:**

1. That the Chief Executive Officer register the Chief Executive Officer and the following Councillors for the 2019 Local Government Week Convention being held at the Perth Convention Exhibition Centre from Wednesday 7 August to Friday 9 August 2019.  
Cr  
Cr  
Cr  
Cr
2. That Council Voting delegates to the Western Australian Local Government Association Annual General Meeting to be held at the Perth Convention Exhibition Centre commencing on 7 August 2019 be:

<b>VOTING DELEGATES</b>	<b>PROXY Voting Delegates (2)</b>
Name of Voting Delegates (2): ..... .....	Name of Proxy Voting Delegates (2): ..... .....

### **Voting Requirements:**

Simple majority.

**Council Decision:****Resolution No: 150519-10****Moved Cr W Astbury / Seconded Cr S Hyde**

1. That the Chief Executive Officer register the Chief Executive Officer and the following Councillors for the 2019 Local Government Week Convention being held at the Perth Convention Exhibition Centre from Wednesday 7 August to Friday 9 August 2019:

Cr W Astbury  
 Cr A Lansdell  
 Cr S Martin  
 Cr G Hinkley  
 Cr J Russell  
 Cr S Hyde

2. That Council Voting delegates to the Western Australian Local Government Association Annual General Meeting to be held at the Perth Convention Exhibition Centre commencing on 7 August 2019 be:

VOTING DELEGATES	PROXY Voting Delegates (2)
<p>Name of Voting Delegates (2):</p> <p>Cr W Astbury Cr A Lansdell</p>	<p>Name of Proxy Voting Delegates (2):</p> <p>Cr S Martin Cr G Hinkley</p>

**Carried 8 / 0**

### 10.2.06 – Appointment Dual Fire Control Officers 19/20

Submission To:	Ordinary Council
Location/Address:	Whole Shire
Name of Applicant:	Shire of Cuballing
File Reference:	ES.APN.901
Author:	Mark Hook, Chief Executive Officer
Disclosure of any Interest:	Nil
Date of Report:	6 May 2019

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#### Enclosure/Attachments:

Nil.

#### Summary:

Council is being requested to appoint the following as dual fire control officer from the Shire of Cuballing for the 2019/2020 Bushfire Season.

1. Shire of Cuballing – Mike Burgess

#### Background:

Council received a written request from the Shire of Cuballing on the 24<sup>th</sup> April 2019 to appoint Mr Mike Burgess as a joint Fire Control Officer with the Shire of Wickepin.

#### Comments:

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

Mr Mike Burgess was appointed as a Joint Fire Control Officer from the Shire of Cuballing for the 2018/2019 fire season.

#### Statutory Environment:

*Bushfires Act 1954*

#### 38. Local government may appoint bush fire control officer

- (1) A local government may from time to time appoint such persons as it thinks necessary to be its bush fire control officers under and for the purposes of this Act, and of those officers shall subject to section 38A (2) appoint 2 as the Chief Bush Fire Control Officer and the Deputy Chief Bush Fire Control Officer who shall be first and second in seniority of those officers, and subject thereto may determine the respective seniority of the other bush fire control officers appointed by it.
- (2A) the local government shall cause notice of an appointment made under the provisions of subsection (1) to be published at least once in a newspaper circulating in its district.
- [(b) Deleted]
- (2C) The local government shall fill any vacancy occurring in the office of Chief Bush Fire Control Officer or Deputy Chief Bush Fire Control Officer within one month after the vacancy occurs and if the local government fails or neglects to do so within that time, the Authority may by notice in writing require the local government to appoint a person to the vacant office within one month after service on it of such notice.
- (2D) Where a local government that has been served with a notice pursuant to subsection (2C) fails or neglects to comply with the requirements of that notice, the Authority may appoint a person who is not a member of staff (as defined in the FESA Act) to the vacant office.
- (2E) A bush fire control officer appointed by a local government under the provisions of this section shall be issued with a certificate of appointment by the local government or, if he is appointed by the Authority, by the Authority.

- (3) The local government may, in respect to bush fire control officers appointed under the provisions of this section, exercise so far as they can be made applicable the same powers as it may exercise in respect to its other officers, under the provisions of the Acts under which those other officers are appointed.
- (4) A bush fire control officer appointed under the provisions of this section shall, subject to such directions as may be given by the local government, and subject to this Act take such measures as appear to him to be necessary or expedient and practicable for —
- (a) carrying out normal brigade activities;
  - [(b), (c) deleted]
  - (d) exercising an authority or carrying out a duty conferred or imposed upon him by any of the provisions of Part III;
  - (e) procuring the due observance by all persons of the provisions of Part III.
- (5A) A local government may issue directions to a bush fire control officer appointed by the local government, or to an officer of a bush fire brigade registered by the local government to burn, subject to the provisions of this Act, bush on, or at the margins of, streets, roads, and ways, under the care, control and management of the local government.
- (5B) The bush fire control officer, or officer of the bush fire brigade, may by authority of any directions issued under subsection (5A) carry out the directions but subject to the provisions of this Act.
- (5C) The provisions of subsections (5A) and (5B) are not in derogation of those of subsection (4).
- (6) In this section —  
approved local government means a local government approved under subsection (7) by the Authority.
- (7) If it appears to the Authority that the standard of efficiency of a local government in fire prevention and control justifies the Authority doing so, the Authority, by notice published in the *Government Gazette* —
- (a) may approve the local government as one to which subsections (6) to (18) apply; and
  - (b) may from time to time cancel or vary any previous approval given under this subsection.
- (8) An approved local government may appoint to the office of fire weather officer such number of senior bush fire control officers as it thinks necessary.
- (9) Where more than one fire weather officer is appointed by a local government the local government shall define a part of its district in which each fire weather officer shall have the exclusive right to exercise the power conferred by subsection (17).
- (10) An approved local government may appoint one or more persons, as it thinks necessary, to be the deputy or deputies, as the case may be, of a fire weather officer appointed by the local government and where 2 or more deputies are so appointed they shall have seniority in the order determined by the local government.
- (11) Where the office of a fire weather officer is vacant or whilst the occupant is absent or unable to act in the discharge of the duties of the office, any deputy appointed in respect of that office under subsection (10) is, subject to subsection (12), entitled to act in the discharge of the duties of that office.
- (12) A deputy who is one of 2 or more deputies of a fire weather officer is not entitled to act in the discharge of the duties of the office of that fire weather officer if a deputy who has precedence over him in the order of seniority determined under subsection (10) is available and able to discharge those duties.
- (13) The local government shall give notice of an appointment made under subsection (8) or (10) to the Authority and cause notice of the appointment to be published at least once in a newspaper circulating in its district and the Authority shall cause notice of the appointment to be published once in the *Government Gazette*.
- (14) An approved local government may appoint a committee for the purpose of advising and assisting a fire weather officer or any deputy of a fire weather officer acting in the place of that officer under this subsections (6) to (18).

- (15) Where a committee is appointed, a fire weather officer, or, as the case may be, a deputy of a fire weather officer while acting in the place of that officer, may exercise the authority conferred on him by subsection (17), notwithstanding the advice and assistance tendered to him by the committee.
- (16) The provisions of subsections (6) to (18) are not in derogation of those of any other subsection of this section.
- (17) A fire weather officer of an approved local government, or a deputy of that fire weather officer while acting in the place of that officer, may authorise a person who has received a permit under section 18(6)(a), to burn the bush in the district of the local government notwithstanding that for any day, or any period of a day, specified in the notice the fire danger forecast issued by the Bureau of Meteorology in Perth, in respect to the locality where the bush proposed to be burnt is situated, is "catastrophic", "extreme", "severe" or "very high", and upon the authority being given the person, if he has otherwise complied with the conditions prescribed for the purposes of section 18, may burn the bush.
- (18) Subsections (6) to (18) do not authorise the burning of bush —
  - (i) during the prohibited burning times; or
  - (ii) during the period in which, and in the area of the State in respect of which, a total fire ban is declared under section 22A to have effect.

### 39. ***Special powers of bush fire control officers***

- (1) Subject to the provisions of this Act a bush fire control officer appointed under this Act by a local government may, in the exercise of his functions and the performance of his duties under this Act, do all or any of the following things —
  - (a) exercise any of the appropriate powers of the Director of Operations under the *Fire Brigades Act 1942*, in so far as the same may be necessary or expedient, for extinguishing a bush fire or for preventing the spread or extension of the fire;
  - (b) enter any land or building, whether private property or not;
  - (c) pull down, cut, and remove fences on land, whether private property or not, if in his opinion it is necessary or expedient so to do for the purpose of taking effective measures for extinguishing a bush fire, or for preventing the spread or extension of the fire;
  - (d) cause fire-breaks to be ploughed or cleared on land, whether private land or not, and take such other appropriate measures on the land as he may deem necessary for the purpose of controlling or extinguishing a bush fire or for preventing the spread or extension of the fire;
  - (e) take and use water, other than that for use at a school or the domestic supply of an occupier contained in a tank at his dwelling-house, and other fire extinguishing material from any source whatever on land, whether private property or not;
  - (f) take charge of and give directions to any bush fire brigade present at a bush fire with respect to its operations or activities in connection with the extinguishment or control of the bush fire, or the prevention of the spread or extension of the fire;
  - (g) any other thing which in his opinion is incidental to the exercise of any of the foregoing powers;
  - (h) employ a person or use the voluntary services of a person to assist him, subject to his directions in the exercise of any of the foregoing powers; and
  - (i) either alone or with others under his command or direction enter a building which he believes to be on fire and take such steps as he considers necessary to extinguish the fire or prevent it from spreading, but except as arranged with or requested by an officer in charge of a fire brigade under the *Fire Brigades Act 1942*, this power shall not be exercised in a townsite in an area which has been declared a fire district under that Act or in a townsite in which there is a fire brigade or volunteer fire brigade formed under the provisions of that Act.

[(2) Deleted]

**Policy Implications:**

Nil.

**Financial Implications:**

Nil.

**Strategic Implications:**

Nil.

**Recommendations:**

That Council appoints Mr Mike Burgess as a Dual Fire Control Officer with the Shire of Wickepin for the 2019/2020 fire season, subject to the Fire Control Officer possessing the appropriate accreditations, further noting that the Dual Fire Control Officer is not permitted to issue burning permits for land in the Shire of Wickepin.

**Voting Requirements:**

Simple majority.

**Council Decision:****Resolution No: 150519-11****Moved Cr W Astbury / Seconded Cr A Lansdell**

That Council appoints Mr Mike Burgess as a Dual Fire Control Officer with the Shire of Wickepin for the 2019/2020 fire season, subject to the Fire Control Officer possessing the appropriate accreditations, further noting that the Dual Fire Control Officer is not permitted to issue burning permits for land in the Shire of Wickepin.

**Carried 8 / 0**



### 10.2.07 – Bushfire Control Officers meeting Recommendations

Submission To:	Ordinary Council
Location/Address:	Whole Shire
Name of Applicant:	Wickepin Fire Control Officers
File Reference:	ES.EE.904
Author:	Mark Hook, Chief Executive Officer
Disclosure of any Interest:	Nil
Date of Report:	6 May 2019

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#### Enclosure/Attachments:

Attached are the following Shires Fire Break Orders for 2018/2019:

1. Corrigin
2. Wandering
3. Pingelly
4. Narrogin
5. Dumbleyung
6. Kulin
7. Wickepin

#### Summary:

Council is being requested by the FCO's to include in the 2019/2020 fire break order provision for a fire unit to be within 3km of harvesting or baling operations with a minimum of 400 litres of water.

#### Background:

The following resolution was put forward to the 17 April 2019 Ordinary Council Meeting from the BFO Meeting held on the 26 March 2019.

**Moved:** Tim Heffernan / Seconded Nathan Astbury

That Council include in the 2019/2020 Fire Break Order provision for a fire unit to be within 3km of harvesting or baling operations with a minimum of 400 litres of water.

**Carried 11 / 0**

Council at the 17 April 2019 passed the following resolution in relation to this matter.

**Council Decision:** Resolution No: 170419-12

**Moved Cr Julie Russell / Seconded Cr Allan Lansdell**

That this matter lay on the table for further information to be sought on the wording used for Fire Break Orders from surrounding Shires.

**Carried 8 / 0**

**Comments:**

The CEO has downloaded the following Fire Break Orders from the following Shires and they are attached in full under separate cover.

1. Corrigin
2. Wandering
3. Pingelly
4. Narrogin
5. Dumbleyung
6. Kulin
7. Wickepin

Following are the sections from the fire break orders in relation to the provision of firefighting appliances in attendance during harvesting.

**Shire of Corrigin**

During any period when harvesting operations are being conducted, there shall be provided an operational mobile firefighting unit with a minimum capacity of 500 litres of water located in or immediately adjacent to the paddock being harvested. The responsibility to supply the unit is that of the landowner/occupier.

**Shire of Wandering**

Combined Rural Holdings in the Shire of Wandering greater than 80 hectares:

Satisfy a least one of the following conditions:

Have on stand-by an operational mobile fire-fighting unit of minimum 450 litre capacity. If you own more than one land holding in the Shire of Wandering, a minimum of one unit is required for the total land holding;

Harvest Baling and Chaff Cutting – During Restricted and Prohibited Burning Periods.

- During harvest an operational mobile fire-fighting unit of minimum 450 litre capacity, must be in close proximity to the harvest activities at all times
- During harvest and Baling an operational fire extinguisher must be provided.
- During chaff cutting a fire extinguisher together with a container at least 450 litres of water is to be provided at the site of chaff cutting operations.

**Shire of Pingelly**

During any period when harvesting operations are being conducted there shall be provided in the same paddock or within close proximity of that paddock, an operational independent mobile firefighting unit having an engine driven pump and a water capacity of not less than 600 litres; the tank of the unit shall be kept full of water at all times during harvesting, and the responsibility to supply the unit is that of the landholder. Harvesting operations include the use of mobile augers and seed cleaning units.

Firefighting trailers for fire suppression are regarded as out dated and dangerous—both to their operators and to other fire fighters on a fire ground. Their use at wild fires is not encouraged.

**Shire of Narrogin**

Mobile Fire Fighting Unit: is defined as having a minimum water carrying capacity of four hundred (400) litres, fitted with a hose and pump capable of delivering water through an adjustable nozzle in the spray and jet configuration

**Fire Fighting Equipment** – Where the land owners total land holding is 100 hectares or greater a readily mobile operational firefighting unit containing a minimum of 400 litres of water on standby and available for inspection is required during the period 1 November and 1 May, inclusive.

**Harvesting** – A person shall not undertake or allow harvesting during the Prohibited Burning period unless – (a) one hand held water filled fire extinguisher with a minimum capacity of 7.5 litres is filled in a readily accessible position on the machine, and (b) a readily mobile firefighting unit of a minimum of 400 litre capacity powered by an engine driven pump is in attendance in or adjacent to the entrance of the paddock being harvested.

**Harvest bans and other bans** – permitted activities (a) Loading and offloading of grain, fertiliser and feed is only permitted on sites, which are clear of all flammable material save live standing trees to a radius of at least 50 metres with an internal vehicle access. A mobile firefighting unit shall be in attendance at all times.

### Shire of Dumbleyung

#### **HARVESTING OPERATION - MOBILE FIRE FIGHTING UNIT**

Pursuant to the power under the Bush Fires Act 1954 it is compulsory that an operational mobile engine powered firefighting pump unit with not less than 450 – 600 litres of water be in attendance during grain harvesting operations. Self-powered mobile units are the preferred fire fighting vehicle. Firefighting units mounted on trailers must be connected to a towing vehicle at all times. Trailer units are not recommended for use in firefighting situations and are better used for mopping up operations.

### Shire of Kulin

#### **Harvesting Operations - Mobile Fire Fighting Units**

An operational mobile engine powered firefighting pump unit with no less than 500 litres of water shall be in attendance during grain harvesting operations. If the unit is trailer mounted the trailer must be attached to a vehicle at all times during harvesting operations and the unit must be in the paddock, or adjoining paddock, where the harvesting operation is being carried out.

The CEO recommends the following changes to the 2019/2020 Shire of Wickepin Fire Break Notice.

During any period of Harvesting and Baling operations, there shall be provided an operational mobile firefighting unit with a minimum capacity of 400 litres of water located in or immediately adjacent to the paddock being harvested. The responsibility to supply the firefighting unit is that of the landowner/occupier.

This would make the Shire of Wickepin 2019/2020 Fire Break Notice look like the following.

Bush Fires Act 1954

#### ***Shire of Wickepin*** **Annual Firebreak Notice 2019/2020**

Action is required by owners and/or occupiers of all land in the Shire of Wickepin. Please read this notice carefully. Any queries should be directed to the Shire of Wickepin Administration Centre or Local Shire Bush Fire Control Officer.

Pursuant to the powers contained in Section 33 of the Bush Fires Act 1954, owners and occupiers of property within the Shire of Wickepin are hereby required on or before 1 October 2019 and thereafter to 14 April 2020 to plough, scarify or otherwise provide and maintain firebreaks clear of all inflammable material at least 2.5 metres wide as follows:

## Rural Land

Inside the boundary of all land held by each owner or occupier, their firebreaks need not follow the perimeter of any paddock but will be acceptable following land contours in an endeavour to overcome water erosion;  
To subdivide each holding into lots of no greater than 200 hectares; and  
To surround the homestead, out buildings and fuel storages on any such land.

During any period of Harvesting and Baling operations, there shall be provided an operational mobile firefighting unit with a minimum capacity of 400 litres of water located in or immediately adjacent to the paddock being harvested. The responsibility to supply the firefighting unit is that of the landowner/occupier.

## Townsite Land

All lots within the townsites of Harrismith, Tincurrin, Toolibin, Wickepin and Yealering are required to be cleared and maintained free of all debris or inflammable material. Failure to comply with these requirements renders the owner or occupier liable to a penalty not more than \$400.

## Clearing of Fence Lines

When clearing for new fence lines, landholders are asked to consider locating the fence three (3) metres inside their boundary to avoid any clearing on road reserves. Old fences should first be removed. If landholders wish to place their fence on the boundary, they may clear no more than one (1) metre beyond their boundary. This may be varied in special circumstances at the discretion of the CEO and Manager Works & Services. Any timber removed from the road reserve is to be pushed onto the owner's property.

## Fencing of Road Reserves

Council encourages farmers to fence off road reserves running through their properties to protect trees on these reserves and to allow new growth of vegetation.

## Burning on Roadsides

Should property owners wish to carry out burning of the road reserve adjacent to their property, it is necessary to obtain council approval prior to any burning taking place.

## Burning Periods

Restricted Burning – 1 October 2019 to 13 November 2019

Prohibited Burning – 14 November 2019 to 7 February 2020

Restricted Burning – 8 February 2020 to 14 April 2020

## Harvest and Fire Ban 2019/2020 Season

Harvesting is banned on Christmas Day and New Year's Day.

Lighting of fires is banned on Good Friday and Easter Sunday.

## Statutory Environment:

Bushfires Act 1954

### **33. *Local government may require occupier of land to plough or clear fire-break***

- (1) Subject to subsection (2) a local government at any time, and from time to time, may, and if so required by the Minister shall, as a measure for preventing the outbreak of a bush fire, or for preventing the spread or extension of a bush fire which may occur, give notice in writing to an owner or occupier of land situate within the district of the local government or shall give notice to all owners or occupiers of land in its district by publishing a notice in the *Government Gazette* and in a newspaper circulating in the area requiring him or them as the case may be within a time specified in the notice to do or to commence to do at a time so specified all or any of the following things —

- (a) to plough, cultivate, scarify, burn or otherwise clear upon the land fire-breaks in such manner, at such places, of such dimensions, and to such number, and whether in parallel or otherwise, as the local

government may and is hereby empowered to determine and as are specified in the notice, and thereafter to maintain the fire-breaks clear of inflammable matter;

- (b) to act as and when specified in the notice with respect to anything which is upon the land, and which in the opinion of the local government or its duly authorised officer, is or is likely to be conducive to the outbreak of a bush fire or the spread or extension of a bush fire,

and the notice may require the owner or occupier to do so —

- (c) as a separate operation, or in co-ordination with any other person, carrying out a similar operation on adjoining or neighbouring land; and
- (d) in any event, to the satisfaction of either the local government or its duly authorised officer, according to which of them is specified in the notice.

- (2) A notice in writing under subsection (1) may be given to an owner or occupier of land by posting it to him at his last postal address known to the local government and may be given to an owner of land by posting it to him at the address shown in the rate record kept by the local government pursuant to the Local Government Act 1995, as his address for the service of rate notices.

- (2a) The provisions of subsection (2) are in addition to and not in derogation of those of sections 75 and 76 of the Interpretation Act 1984.

- (3) The owner or occupier of land to whom a notice has been given under subsection (1) and who fails or neglects in any respect duly to comply with the requisitions of the notice is guilty of an offence.  
Penalty: \$5 000.

- (4) Where an owner or occupier of land who has received notice under subsection (1) fails or neglects to comply with the requisitions of the notice within the time specified in the notice —

- (a) the local government may direct its bush fire control officer, or any other officer of the local government, to enter upon the land of the owner or occupier and to carry out the requisitions of the notice which have not been complied with;

And

- (b) the bush fire control officer or other officer may, in pursuance of the direction, enter upon the land of the owner or occupier with such servants, workmen, or contractors, and with such vehicles, machinery, and appliances as he deems fit, and may do such acts, matters and things as may be necessary to carry out the requisitions of the notice.

- (5) The amount of any costs and expenses incurred by the bush fire control officer or other officer in doing the acts, matters, or things provided for in subsection (4) —

- (a) shall be ascertained and fixed by the local government and a certificate signed by the mayor or president of the local government shall be prima facie evidence of the amount; and

- (b) may be recovered by the local government in any court of competent jurisdiction as a debt due from the owner or occupier of land to the local government.

- (5a) A local government may make local laws in accordance with subdivision 2 of Division 2 of Part 3 of the Local Government Act 1995 —

- (a) requiring owners and occupiers of land in its district to clear fire breaks in such manner, at such places, at such times, of such dimensions and to such number, and whether in parallel or otherwise, as are specified in the local laws and to maintain the fire-breaks clear of inflammable matter;

- (b) providing that things required by the local laws to be done shall be done to the satisfaction of the local government or its duly authorised officer.
- (5b) Where an owner or occupier of land fails or neglects in any respect to comply with the requirements of local laws made under subsection (5a) the provisions of subsections (3), (4) and (5) apply mutatis mutandis as if those requirements were the requisitions of a notice given under subsection (1). (5c) Nothing in subsection (5a) affects the power of a local government to give notice under subsection (1) nor its duty to do so if so required by the Minister.
- (5d) Where the provisions of local laws made under subsection (5a) are inconsistent with those of a notice given under subsection (1) or under section 34 or 35, the provisions of that notice shall, to the extent of the inconsistency, prevail.
- (6) A local government may, at the request of the owner or occupier of land within its district, carry out on the land, at the expense of the owner or occupier, any works for the removal or abatement of a fire danger, and the amount of the expense, if not paid on demand, may be recovered from the owner or occupier by the local government in a court of competent jurisdiction as a debt due from the owner or occupier to the local government.
- (7) Nothing in this section authorises a local government —
  - (a) to set fire to the bush, or to require an owner or occupier of land to set fire to the bush, contrary to the provisions of section 17; or
  - (b) to make local laws authorising or requiring bush to be set on fire contrary to the provisions of section 17.
- (8) Any amount recoverable by a local government under this section as a debt due from the owner or occupier of land is, until paid in full —
  - (a) a debt due from each subsequent owner in succession;
  - (b) a charge against the land with the same consequences as if it were a charge under the Local Government Act 1995 for unpaid rates; and
  - (c) recoverable by the local government in the same manner as rates imposed in respect of the land are recoverable under that Act.
- (9) In this section —  
owner or occupier of land includes a prescribed department of the Public Service that occupies land or a prescribed State agency or instrumentality that owns or occupies land.

**Policy Implications:**

Nil.

**Financial Implications:**

Nil.

**Strategic Implications:**

Nil.

**Recommendations:**

That Council adopt the following 2019/2020 Fire Break Notice:

***Bush Fires Act 1954***  
***Shire of Wickepin***  
**Annual Firebreak Notice 2019/2020**

Action is required by owners and/or occupiers of all land in the Shire of Wickepin. Please read this notice carefully. Any queries should be directed to the Shire of Wickepin Administration Centre or Local Shire Bush Fire Control Officer.

Pursuant to the powers contained in Section 33 of the Bush Fires Act 1954, owners and occupiers of property within the Shire of Wickepin are hereby required on or before 1 October 2019 and thereafter to 14 April 2020 to plough, scarify or otherwise provide and maintain firebreaks clear of all inflammable material at least 2.5 metres wide as follows:

### **Rural Land**

Inside the boundary of all land held by each owner or occupier, their firebreaks need not follow the perimeter of any paddock but will be acceptable following land contours in an endeavour to overcome water erosion;  
To subdivide each holding into lots of no greater than 200 hectares; and  
To surround the homestead, out buildings and fuel storages on any such land.

During any period of Harvesting and Baling operations, there shall be provided an operational mobile firefighting unit with a minimum capacity of 400 litres of water located in or immediately adjacent to the paddock being harvested. The responsibility to supply the firefighting unit is that of the landowner/occupier.

### **Townsite Land**

All lots within the townsites of Harrismith, Tincurrin, Toolibin, Wickepin and Yealering are required to be cleared and maintained free of all debris or inflammable material. Failure to comply with these requirements renders the owner or occupier liable to a penalty not more than \$400.

### **Clearing of Fence Lines**

When clearing for new fence lines, landholders are asked to consider locating the fence three (3) metres inside their boundary to avoid any clearing on road reserves. Old fences should first be removed. If landholders wish to place their fence on the boundary, they may clear no more than one (1) metre beyond their boundary. This may be varied in special circumstances at the discretion of the CEO and Manager Works & Services. Any timber removed from the road reserve is to be pushed onto the owner's property.

### **Fencing of Road Reserves**

Council encourages farmers to fence off road reserves running through their properties to protect trees on these reserves and to allow new growth of vegetation.

### **Burning on Roadsides**

Should property owners wish to carry out burning of the road reserve adjacent to their property, it is necessary to obtain council approval prior to any burning taking place.

### **Burning Periods**

Restricted Burning – 1 October 2019 to 13 November 2019

Prohibited Burning – 14 November 2019 to 7 February 2020

Restricted Burning – 8 February 2020 to 14 April 2020

### **Harvest and Fire Ban 2019/2020 Season**

Harvesting is banned on Christmas Day and New Year's Day.

Lighting of fires is banned on Good Friday and Easter Sunday.

### **Voting Requirements:**

Simple majority.

**Council Decision:****Resolution No: 150519-12****Moved Cr N Astbury / Seconded Cr W Astbury**

That Council adopt the following 2019/2020 Fire Break Notice:

***Bush Fires Act 1954***  
***Shire of Wickepin***  
***Annual Firebreak Notice 2019/2020***

Action is required by owners and/or occupiers of all land in the Shire of Wickepin. Please read this notice carefully. Any queries should be directed to the Shire of Wickepin Administration Centre or Local Shire Bush Fire Control Officer. Pursuant to the powers contained in Section 33 of the Bush Fires Act 1954, owners and occupiers of property within the Shire of Wickepin are hereby required on or before 1 October 2019 and thereafter to 14 April 2020 to plough, scarify or otherwise provide and maintain firebreaks clear of all inflammable material at least 2.5 metres wide as follows:

**Rural Land**

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To subdivide each holding into lots of no greater than 200 hectares; and  
To surround the homestead, out buildings and fuel storages on any such land.

During any period of Harvesting and Baling (including cutting and raking) operations, there shall be an operational mobile engine powered firefighting unit with a minimum capacity of 400 litres of water located in or immediately adjacent to the paddock being harvested and/or baled. The responsibility to supply the firefighting unit is that of the landowner/occupier.

**Townsite Land**

All lots within the townsites of Harrismith, Tincurrin, Toolibin, Wickepin and Yealering are required to be cleared and maintained free of all debris or inflammable material. Failure to comply with these requirements renders the owner or occupier liable to a penalty not more than \$400.

**Clearing of Fence Lines**

When clearing for new fence lines, you must have written approval from the Shire of Wickepin prior to commencement of clearing works. Landholders are asked to consider locating the fence three (3) metres inside their boundary to avoid any clearing on road reserves. Old fences should first be removed. If landholders wish to place their fence on the boundary, they may clear no more than one (1) metre beyond their boundary. This may be varied in special circumstances at the discretion of the CEO and Manager Works & Services. Any timber removed from the road reserve is to be pushed onto the owner's property.

**Fencing of Road Reserves**

Council encourages farmers to fence off road reserves running through their properties to protect trees on these reserves and to allow new growth of vegetation.

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**Harvest and Fire Ban 2019/2020 Season**

Harvesting is banned on Christmas Day and New Year's Day.  
Lighting of fires is banned on Good Friday and Easter Sunday.

**Carried 8 / 0**



### 10.2.08 – Wheatbelt Secondary Freight Network – Financial Contribution

Submission To:	Ordinary Council
Location/Address:	Whole Shire
Name of Applicant:	Mark Hook, Chief Executive Officer
File Reference:	RD.PLA.2630, RD.MEE.2609
Author:	Mark Hook, Chief Executive Officer
Disclosure of any Interest:	Nil
Date of Report:	7 May 2019

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#### Enclosure/Attachments:

Nil.

#### Summary:

For Council to consider support for the Wheatbelt Secondary Freight Network project by reallocation of funds from Building Better Regions fund co-contribution to role of Lead Consultant Project Management in support of successful Regional Economic Development grant.

#### Background:

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

*The Wheatbelt Secondary Freight Network Team recently met in Perth where we discussed “where to from here”, acknowledging the \$70m from the Federal Government, the fact we weren’t successful with our BBRF application or Commodity Route Funding application and the successful application to State Government for \$100,000 under the Regional Economical Development Fund.*

*Previously 42 local governments were asked to financially contribute to the WSNF project via a budget allocation of \$6,000 which was proposed to be part of a co-contribution towards BBRF. With the unsuccessful BBRF bid, it is proposed that the \$6,000 in financial contributions from each of the 42 local governments totalling \$252,000 be allocated to combine with the RED funding of \$100,000 to become project management pool of approximately \$350,000. This would contribute towards the overall project management requirements associated with the delivery of Stage 1 Priority Works over the course of an estimated 3 year delivery timeframe. Funding would contribute towards the following nominal requirements:*

- *Project Coordinator*
  - *Nominal \$60,000 per annum (\$180,000 across 3 years)*
- *Project Administration and Communications Officer.*
  - *Nominal \$20,000 per annum (\$60,000 across 3 years)*
- *Technical Consultancy Resources*
  - *Nominal \$100,000*

*The WSNF Working Group are now requesting that all 42 LG’s reaffirm their commitment to the WSNF project and make a budget allocation of \$6000 in the 19/20 budget to the Project Management Pool (Stage 1 Priority Works). We acknowledge there was a request to reaffirm the commitment to the BBRF Co-contribution, this request was made before we knew the outcome of the application, and we needed to make sure LG’s we continuing that commitment into the next financial year. If your council has formally made that commitment already, then the attached draft recommendation will no doubt need to be reworded to redirect that commitment from BBRF to Project Management Pool.*

*Garrick Yandle has kindly assisted in drafting an agenda item for all LG's to use to ensure that the commitment made by all 42 LG's is the same. As per the BBRF commitment we will require each LG to submit to me (on a Shire Letterhead) their council's commitment to the project management fund, and we will need those letters by 5<sup>th</sup> June so that the WDC can collate them and put them with our RED funding agreement. As per the RED application the Shire of Koorda is the applicant and will be handling the funding arrangements.*

#### Comments:

This Agenda item has been based on the drafted Agenda by Garrick Yandle CEO Shire of Kulin.

The Wheatbelt Secondary Freight Network (WSFN) network comprises 4,400km of Local Government managed roads that connect with State and National highways to provide access for heavy vehicles into the region. These roads are intended to enable large, high productivity trucks safe and cost effective access to business.

The project is being driven by local government authorities with a Working Group established consisting of representatives from the following organisations:

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

Over the last 2 years, 42 Local Government authorities across the region have collaborated to identify priority routes and have also participated in a technical data collection process, preparation of a pre-feasibility business case and a cost benefit analysis of the planning process. The in-kind investment by local government to date is estimated to be in excess of \$750,000. The process has been an excellent example of a large number of local governments working together on a common strategic regional priority. The key undertakings of the project so far are:

1. Identification of nominated WSFN roads based upon a simple criteria developed by RRG.
2. Determination of basic project framework and minimum design standards.
3. Road condition assessment against minimum design standards.
4. High level scope of works and order of magnitude costs for upgrades required.
5. A summary of data collection and assessment across the 42 local of governments is:

	Route Length (km)	Proposed Works (km)	Proposed Length (%)	Indicative Costs (\$)
<b>TOTAL</b>	4,337	2,851	66	\$ 493,000,000

This initial approach was to assist the Working Group to work towards an Infrastructure Australia Stage 3/4 submission for inclusion of the WSFN project on the Infrastructure Australia Infrastructure Priority List (IPL). The long term goal is to obtain funding support for a broadly estimated, \$500 million capital works program over 10 - 20 year timeframe to bring the network up to a fit for purpose standard for current and anticipated future needs. The group is working towards submitting an IA Stage 4 Business Case submission for the WSFR. The project development costs associated with the business case submission are estimated to be \$5M, which is in the order of 1% of the estimated capital investment.

The following provides an outline of the proposed budget and funding applications that were submitted to assist with the development and planning stages the WSFN project.

Stages	Budget and Funding Sources
<b>Stage 1 – Strategic Planning</b>	<b>\$1,000,000</b>
<ul style="list-style-type: none"> <li>▪ Design Criteria and Objectives</li> <li>▪ Options Assessment</li> <li>▪ Collated Data Review</li> <li>▪ Multiple Criteria Assessment</li> <li>▪ Staging Plan</li> </ul>	<ul style="list-style-type: none"> <li>▪ BBRF (\$750K)</li> <li>▪ LGA co-contribution (\$250K)</li> </ul>
<b>Stage 2 – Detailed Planning</b>	<b>\$3,600,000</b>
<ul style="list-style-type: none"> <li>▪ Concept Design Investigations</li> <li>▪ Preliminary Design Investigations</li> </ul>	<ul style="list-style-type: none"> <li>▪ Commodity Route (\$1M)</li> <li>▪ LGA in-kind</li> </ul>
<b>Stage 3 – IA Stage 3/4 Submission</b>	<b>\$400,000</b>
<ul style="list-style-type: none"> <li>▪ Project Management</li> <li>▪ Governance Plan</li> <li>▪ Business Case Development</li> </ul>	<ul style="list-style-type: none"> <li>▪ REDS (\$100K)</li> <li>▪ LGA in-kind</li> </ul>
	<b>\$5,000,000</b>

### **Building Better Regions Fund (BBRF) submission**

The Building Better Regions Fund (BBRF) submission is only intended to contribute towards funding activities associated with Stage 1 – Strategic Planning at an estimated budget of \$1M.

Funding and the associated BBRF application can be summarised as follows:

- Budget
  - Total Cash \$1M
- Funding
  - BBRF \$750K
  - LGA cash co-contribution \$250K.

This strategic planning work will inform the strategic allocation of road capital works funding provided to LGAs in the region, the economically optimal sequence for developing the network and ensure that roads are designed and constructed to an optimal standard from a 'whole-of-life' asset management perspective. The detailed planning exercise is expected to achieve a net benefit in the order of \$20 million based solely on the benefits gained from freight route prioritisation.

### **Commodity Freight Roads Fund (CFRF)**

The Commodity Freight Roads Fund submission is intended to contribute towards funding of activities associated with Stage 2 – Detailed Planning. This will specifically entail \$1M for consultants to undertake Preliminary Design Investigations. The remainder of Stage 2 is intended to be undertaking via in-kind by local governments and other funding sources currently being investigated, should they become available.

### **Regional Economic Development (RED) Grant**

The Regional Economic Development (RED) Grants submission is intended to contribute towards funding activities associated with Stage 3 – IA Stage 3/4 Submission. This will specifically entail \$100K for a Lead Consultant to undertake project management. The remainder of Stage 3 is intended to be undertaking via in-kind by local governments and other funding sources being investigated should they become available.

### Major Project Business Case Fund (MPBCF) Initiative

The Australian Government is investing \$100 billion over 10 years from 2019–20 through its rolling infrastructure plan to help manage our growing population, meet our national freight challenge and get Australians home sooner and safer. This includes \$250 million allocated to the Major Project Business Case Fund (MPBCF) initiative. Projects with clear strategic merit that has:

- Engagement in the project planning stage
- View of future priorities
- Ready to invest to enable economic activity
- Address nationally significant deficits in the transport system
- Drive economic productivity growth and liveability in cities and regions through transport infrastructure investment

The WSFR Working Group sees the \$5M sought for the Stage 4 IA submission for this regionally significant project as an ideal candidate for the MPBCF.

### Roads of Strategic Importance (ROSI) Initiative

The Australian Government will invest \$4.5 billion, including \$1 billion of additional funding committed in the 2019-20 Budget, to the Roads of Strategic Importance (ROSI) initiative to help connect regional businesses to local and international markets, and better connect regional communities. ROSI has the following principles:

- Key freight corridors that connect primary agricultural areas and mining resource regions to ports and other transport hubs.
- Support communities along the corridors and provide better access for tourists and other road users
- Characterised by narrow sections of road, low capacity bridges and deteriorating pavements,
- Constrains the productivity and efficiency of freight movements.
- Catalyse economic activity and improve access to communities and tourist attractions.

From an estimated total of \$500,000,000 in funding the Working Group sought \$125,000,000 over the next 3 years for the delivery of the first stage of capital works.

The Working Group put in separate funding submissions for each of the abovementioned funding sources for the various stages of the project. The project has been successful in obtaining funding from the following sources:

- ROSI initiative funding
  - Stage 1 Priority Works – Wheatbelt Secondary Freight Network.
  - The Australian Government has committed \$70 million towards the project.

“Upgrades will be prioritised based on linkages to state and national roads and highways and the rail network. Consideration will also be given to links to six ports and two livestock centres, as well as regional and metro grain Receival sites, accessed by the producers of the Wheatbelt region.

Benefits of the project include:

- improve road safety
- improve freight efficiency, connectivity and travel time
- ensure consistent Restricted Access Vehicles (RAVs) ratings across the network, which will provide improved access for agricultural and mining regions to transport hubs”
- RED Grants (Supported by the WA State Government’s Royalties for Regions Program)
  - Lead Consultant Project Coordinator – Wheatbelt Secondary Freight Network.
  - \$100,000.

“The Lead Consultant will form part of the Project Management Team and work with the member organisation Working Group.

The Lead Consultant - Project Management is an integral key to successful project delivery. The complexity and scale of this project is significant and well beyond the technical and financial capabilities of the Wheatbelt shires

on an individual basis. Engaging a Lead Consultant – Project Management with the skills and expertise required to work with all technical consultants and the PMT will ensure a cohesive collaborative environment is established for optimum outputs.

The project is planned to be managed via oversight from the WSFR Steering Committee with a nominated Project Manager and the Project Management Team (PMT) representing the WSFR.

Lead Consultant – Project Management will direct the work of the external technical consultants and will be the main contact for communication between the Project Management Team and external consultants.

The WSFN Project will require the specialised skills of a range of external technical consultants. Key areas of technical expertise identified for the project are:

- Civil Design
- Surveying
- Environmental
- Economic Assessment"

Previously 42 local governments were asked to financially contribute to the WSFN project via a budget allocation of \$6,000 which was proposed to be part of a co-contribution towards BBRF. With the unsuccessful BBRF bid, it is proposed that the \$6,000 in financial contributions from each of the 42 local governments totalling \$252,000 be allocated to combine with the RED funding of \$100,000 to become project management pool of approximately \$350,000. This would contribute towards the overall project management requirements associated with the delivery of Stage 1 Priority Works over the course of an estimated 3 year delivery timeframe. Funding would contribute towards the following nominal requirements:

- Project Coordinator
  - Nominal \$60,000 per annum (\$180,000 across 3 years)
- Project Administration and Communications Officer.
  - Nominal \$20,000 per annum (\$60,000 across 3 years)
- Technical Consultancy Resources
  - Nominal \$100,000.

Council has passed the following resolutions in relation to this matter:

**Council Decision: Resolution No 150818-17**

**Moved Cr Steve Martin / Seconded Cr Gerri 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 Decision:****Resolution No: 200319-05****Moved Cr Sarah Hyde / Seconded Cr Steve Martin**

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.

**Carried 8 / 0****Statutory Environment:**

Nil.

**Policy Implications:**

Nil.

**Financial Implications:**

Reallocation of the \$6,000 funds from Building Better Regions fund co-contribution to role of Lead Consultant Project Management in support of successful Regional Economic Development grant.

**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"> <li>- RAV ratings</li> <li>- Number of positive and negative complaints received</li> <li>- Traffic count data reflects usage and investment required</li> <li>- Number of accidents attributed to road condition</li> <li>- Retention of works staff is higher than industry average</li> <li>- Roads can handle weather conditions</li> <li>- Level of funding secured and % spent in the Shire</li> </ul>	Road infrastructure meets the freight task and is sustainable in the long term

**Recommendations:**

That Council:

1. Continues to support the strategic intent of the Wheatbelt Secondary Freight Network Project;
2. Authorises the Chief Executive Officer to prepare and sign a letter of support that endorses the re-allocation of \$6,000 in 2019/20 budget to co-fund the project management of the Wheatbelt Secondary Freight Network in combination with the WA State Government's \$100,000 of Regional Economic Development Grant funding, as part of the delivery of its Stage 1 Priority Works.

**Voting Requirements:**

Simple majority.

**Council Decision:**

**Resolution No: 150519-13**

**Moved Cr S Martin / Seconded Cr W Astbury**

That Council:

1. Continues to support the strategic intent of the Wheatbelt Secondary Freight Network Project;
2. Authorise the CEO to prepare and sign a letter of support reallocating \$6000 in the 2019/2020 budget estimates to co-fund the project management of the Wheatbelt Secondary Freight Network in combination with the WA state government's \$100,000 of Regional Economic Development Grant funding as part of the delivery of its Stage 1 preliminary works.

**Carried 8 / 0**

## Council Decision:

Resolution No: 200319-14

Moved Cr G Hinkley / Seconded Cr F Allan

That Council allows Cr Hyde remain in the room during the Pivotal Digital Farm Network item 10.2.09.

Carried 8 / 0

10.2.09 – Pivotal Digital Farm Network

Submission To:	Ordinary Council
Location/Address:	77 Wogolin Road Wickepin ( CAC building)
Name of Applicant:	Nick Hart - Pivotal Satellite Enterprise and Government Solutions
File Reference:	CP.MAI.545
Author:	Mark Hook, Chief Executive Officer
Disclosure of any Interest:	Nil
Date of Report:	7 May 2019

Enclosure/Attachments:

Nil.

Summary:

Council is being requested to give Pivotal Satellite Enterprise and Government Solutions permission to house Pivotal core equipment at the Community Agricultural Centre Building.

Background:

The CEO has been dealing with Mr. Nicholas Hart of Pivotal Satellite Enterprise and Government Solutions regarding installing the Core system for the Pivotal network at the Community Agricultural Centre Building.

The CEO has been advised that the CAC building is not suitable and they would like to place the equipment in the Administration Centre Building 77 Wogolin Road Wickepin.

Following is a copy of the letter received from Pivotal Satellite Enterprise and Government Solutions regarding this matter:

**5<sup>th</sup> April 2019**

Mark Hook  
CEO Shire of Wickepin  
77 Wogolin Road  
Wickepin WA 6370  
File Ref: CS.AGR.300

Dear Mark,

**Re; Pivotal Digital Farm Initiative**

Further to your letter dated 12<sup>th</sup> June 2018, with conditions associated with housing Pivotal core equipment at the Facey office, we have completed a review of the radio paths from this building and identified its very challenging to make this site work.

We would seek the Council permission to house the equipment at the Council Offices site which is much better located to East of the Town and at a higher elevation.

A photograph of the small sized rack that would need to be installed in the office area is shown in Attachment 1, and a small microwave antenna circa 0.4m would need to be located on the roof of the council building at height of 5 to 7m. This antenna would provide a radio link to Tower 1 location to the South of the Town.

Please do not hesitate to contact me if you have any questions or issues requiring clarification.

Yours sincerely,



Nicholas Hart

WA Business Development Manager  
Pivotal Satellite  
Enterprise and Government Solutions  
Mob: 0455 021022

Comments:



The CEO has no issue with the installation of the necessary equipment at the Shire Administration Centre subject to there being a legal agreement drawn up, at the expense of Pivotal Satellite Enterprise and Government Solutions outlining all the responsibilities off each party and that Pivotal Satellite Enterprise and Government Solutions make a reasonable contribution towards power etc.

Following is a picture of the proposed equipment:

Appendix 1: Pivotal Core Rack



#### Statutory Environment:

Nil.

#### Policy Implications:

Nil.

#### Financial Implications:

All cost to be the responsibility of Pivotal.

#### Strategic Implications:

Fits within goal 4.1 of the Shire of Wickepin Strategic Plan 2018 – 2028:

## 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 4.2 Encourage greater usage of current Shire owned facilities	4.3 Asset Management Plan is reviewed 4.4 Support the improvement and maintenance of assets in a strategic manner	<ul style="list-style-type: none"> <li>- Level of facility usage is maintained and increases</li> <li>- Level of community investment into facilities and equipment</li> </ul>	Asset maintenance and preservation is in line with community needs and Shire financial resources

Fits within goal 5.3 and 5.4 of the Shire of Wickepin Strategic Plan 2018 – 2028:

## economy

### GOAL 5: We are an agricultural hub, that innovates and leverages opportunities

SHORT TERM STRATEGY	MEDIUM TERM STRATEGY	POINT OF MEASUREMENT	10 YR OUTCOME
5.1 Review the RAV ratings across the Shire	5.2 Continue close links with grain handlers and commodity transporters including rail	<ul style="list-style-type: none"> <li>- RAV rating review and necessary changes</li> <li>- Rail network is utilised</li> <li>- Grain recieval sites are utilised</li> </ul>	The transport network across the Shire benefits both producers and suppliers with improved efficiencies
5.3 Where appropriate support the Facey Group to continue its close links with local growers and key stakeholders	5.4 Collaborate with the Facey Group on strategic projects	<ul style="list-style-type: none"> <li>- Annual report / presentation from the Facey Group to Council which details strategic priorities</li> <li>- Amount of external funding attracted by the Facey Group</li> </ul>	The Facey Group is a well recognised brand

### Recommendations:

That Pivotel Satellite Enterprise and Government Solutions be give permission to place their Core equipment at the Shire of Wickepin Administration Centre 77 Wogolin Road Wickepin, subject to the following conditions.

1. Installation cost at their expense
2. Contribution towards power.
3. All maintenance to be the responsibility of Pivotel.
4. Written agreement with the Shire of Wickepin
5. Shire of Wickepin accepting no liability for any equipment.

### Voting Requirements:

Simple majority.

### Council Decision:

Resolution No: 150519-15

Moved Cr S Martin / Seconded Cr A Lansdell

That Pivotel Satellite Enterprise and Government Solutions be give permission to place their Core equipment at the Shire of Wickepin Administration Centre 77 Wogolin Road Wickepin, subject to the following conditions.

1. Installation cost at their expense
2. Contribution towards power.
3. All maintenance to be the responsibility of Pivotel.
4. Written agreement with the Shire of Wickepin
5. Shire of Wickepin accepting no liability for any equipment.
6. That all items be to the satisfaction of the CEO.

Carried 8 / 0

### 10.2.10 – Preservation and Display of District Records

Submission To:	Ordinary Council
Location/Address:	Whole Shire
Name of Applicant:	M Corke
File Reference:	IM.RM.1607
Author:	Mark Hook, Chief Executive Officer
Disclosure of any Interest:	Nil
Date of Report:	7 May 2019

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#### Enclosure/Attachments:

Nil.

#### Summary:

Council is being requested to consider the possibility of constructing a museum attached to the existing Shire of Wickepin Administration centre to house and display historical records along with historical items of interest.

#### Background:

The CEO received the following letter from Mrs. Mulvie Corke:

Dear Mark, RE: Preservation and Display of District Records

Recently the subject of the History of the various localities in the Wickepin Shire area has been discussed. Over the years a lot of work has been carried out by people in Wickepin, Yealering and Harrismith to gather and record histories in these localities.

For a number of years, an excellent display was in place at the Yealering Co-op building. It was able to be open to the public as people could walk through the business area of the shop to the rooms beyond. It was open during business hours and staff could keep an eye on who came and went and possibly answer questions if required. This saved volunteers from having to be on roster to keep the display open when a day or days may go by without a visit. As we all know, volunteers are scarce and becoming more so. This display was packed up when the building was sold, broken up and stored in safe places. None of this material has been on display for some years.

Wickepin also has been fortunate in having citizens keen on history, and the recording of it. It would be great if a display of this material too was accessible to the public without volunteers having to give their time further to supervise its availability to passing visitors. A great job is done already with visits to the Facey House. Harrismith too has had a book produced, and there are no doubt items and records that could be displayed.

This leads us to submit a proposal for consideration by Council, perhaps to be put to Electors:

A Museum room to be built attached to the existing Shire Offices, large enough to house records and items of interest from the three localities in the Shire. The fact of the Shire Offices being open during business hours would enable monitoring of the facility, without staff having to devote time to it. There are enough local people who would have the expertise to arrange an interesting display as volunteers, then know that it was available to the public, centrally located and safely housed.

While it would be nice for the localities to keep their own displays and records, realistically, keeping them suitably housed, secure and manned is not going to happen. In one of the locations they were stored at Yealering, the building was broken into and items taken.

Possibly Grant money or a Loan could be obtained to start this project, then funds set aside over several years to get it going. Obviously this could not happen overnight, but it would certainly be a relief to those who in different ways have dedicated time to gathering and conserving the history of the district, to know that it was safe, and conserved for future interested people to see.

We offer this suggestion in the hope it will be given serious consideration.  
Best wishes from members of the former Yealering History Group.

Mulvie Corke (President and producer of Publications) Doug Corke (Member) Margaret Hodgson (Member and holder of records) Shire Councillor 1989 – 1995; Ken Beattie (Member and major custodian of Items and Photographic Display)

*Mulvie Corke* *Doug Corke* *Margaret Hodgson* *Ken Beattie*

**Comments:**

Most of the Wickepin heritage items are currently stored at the Wickepin Town hall and are looked after by a local group of volunteers. This building would be able to house most of the items mentioned in Mrs Corke's letter.

Council has for some time tossed around the idea of constructing a new building for the Wickepin CRC and the construction of such a building could also be used as a museum and would be in the main street and manned by the CRC staff and volunteers.

This project is not within the Shire of Wickepin Strategic Plan and the CEO has not undertaken any research on available grants to fund such a project. There has also been no work undertaken on suitable buildings or designs for such an extension to the Shire of Wickepin Administration Centre or a new building for the Wickepin CRC.

The CEO could have the CDO look into grant funding for such a building if such an item is a priority for Council.

**Statutory Environment:**

Nil.

**Policy Implications:**

Nil.

**Financial Implications:**

If Council was looking at constructing such a building it would be in the vicinity of \$250,000 plus.

**Strategic Implications:**

This project is not within the Shire of Wickepin 2018/2028 Strategic Plan.

**Recommendations:**

That the CEO thank Mrs. Mulvie Corke for her letter and advise that Council will need to research and discuss this matter further and in the interim offer the Wickepin Town hall as a place to store the Yealering records and items of interest.

**Voting Requirements:**

Simple majority.

**Council Decision:**

**Resolution No: 150519-16**

**Moved Cr F Allan / Seconded Cr A Lansdell**

That the CEO thank Mrs. Mulvie Corke for her letter and advise that Council will need to research and discuss this matter further and in the interim offer the Wickepin Town Hall as a place to store the Yealering records and items of interest.

**Carried 8 / 0**

### 10.2.11 – Lifestyle Retirement Committee Recommendations

Submission To:	Ordinary Council
Location/Address:	Whole Shire
Name of Applicant:	Mark Hook, Chief Executive Officer
File Reference:	CR.MEE.208
Author:	Rebecca Pauley, Executive Services Officer
Disclosure of any Interest:	Nil
Date of Report:	8 May 2019

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#### Enclosure/Attachments:

Nil.

#### Summary:

The Lifestyle Retirement Committee held a meeting on 8 May 2019.

#### Background:

The Lifestyle Retirement Committee meeting was held on 8 May 2019 and passed the following recommendations.

#### Comments:

Following are the recommendations from the Lifestyle Retirement Committee meeting held on the 8 May 2019 requiring Council's attention.

#### **Moved Audrey Bird / Seconded Coleen Thompson**

That Council appoint a Lobbyist to pursue funding for the Wheatbelt South Aged Housing Alliance project on behalf of the Shire of Wickepin.

**Carried 7 / 0**

The CEO is undertaking the necessary research to ascertain the cost of sourcing a suitable Lobbyist. It is the belief of the CEO that this matter should be forwarded to the Wheatbelt South Aged Housing Alliance Group, as the grant application is in the name of the WSAHA and therefore the cost of the Lobbyist should be borne by the WSAHA and not the Shire of Wickepin.

#### **Moved Syd Martin / Seconded Audrey Bird**

Council place in the 2019/2020 Budget funds for the construction of two suitable Aged Care Independent Living Units at Johnston Park.

**Carried 7 / 0**

#### Statutory Environment:

Nil.

#### Policy Implications:

Nil.

#### Financial Implications:

Nil.

#### Strategic Implications:

Nil.

**Recommendations:**

1. That the appointment of a Lobbyist be forwarded to the Wheatbelt South Aged Housing Alliance.
2. That Council place an amount in the 2019/2020 Budget funds for the construction of two suitable Aged Care Independent Living Units at Johnston Park.

**Voting Requirements:**

Simple majority.

**Council Decision:****Resolution No: 150519-17****Moved Cr S Martin / Seconded Cr A Lansdell**

That Council place an amount in the 2019/2020 Budget funds for the construction of two suitable Aged Care Independent Living Units at Johnston Park.

**Carried 8 / 0**

### 10.2.12 - WALGA Notice of AGM & Procedural Information

Submission To:	Ordinary Council
Location/Address:	Whole Shire
Name of Applicant:	WALGA
File Reference:	GR.SL.1452
Author:	Mark Hook, Chief Executive Officer
Disclosure of any Interest:	Nil
Date of Report:	7 <sup>th</sup> May 2019

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

WALGA Notice of AGM and Procedural Information for Submission of Motions.

#### **Summary:**

Council is being requested to forward any motions for the WALGA AGM by the 4<sup>th</sup> June for general motions and the 10<sup>th</sup> May for Procedural Motions.

#### **Background:**

Council has received notice of the WALGA AGM being held at the Perth Convention Centre and Exhibition Centre on Wednesday 7<sup>th</sup> August 2019 as part of Local Government Week. Council is also being requested to submit any motions for the AGM Agenda by Tuesday 4<sup>th</sup> June 2019.

#### **Comments:**

Council generally puts its motions to WALGA through the CCZ Meeting process and the CEO is not aware of any motions that the Shire of Wickepin would like to submit to the WALGA AGM.

#### **Statutory Environment:**

Nil.

#### **Policy Implications:**

Nil.

#### **Financial Implications:**

Nil.

#### **Strategic Implications:**

Nil.

#### **Recommendations:**

That no motions be submitted to the WALGA AGM being held on Wednesday 7<sup>th</sup> August 2019.

#### **Voting Requirements:**

Simple majority.



## 11. President's Report May 2019

Submission To:	Ordinary Council
Location / Address:	Whole Shire
Name of Applicant:	Julie Russell, President
File Reference:	FM.FR.1211
Author:	Julie Russell, President
Disclosure of Interest:	Nil
Date of Report:	15 May 2015

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### ANZAC Service

A big thank you to all concerned with the organisation, contribution and running of the annual commemorative ANZAC Day Service on Thursday 25<sup>th</sup> April, especially to Cr Wes Astbury for MC, special guest speaker Shirley Howell for her presentation; David Koppers and his mum who travelled from the city to play *The Last Post*; Murray Lang who read *The Ode of Remembrance* and Colin Plumb who was in charge of the flag raising. It was wonderful to see the lovely wreaths laid by local school children, Police and Community Members. The Shire gardeners had the lawns and gardens surrounding the War Memorial looking fantastic and the new Armistice plaque embedded in the lawn, together with the new commemorative wooden posts give an almost finished look to the War Memorial Precinct. A wonderful attendance and lovely morning tea, supplied by the community, was enjoyed by all. Thank you.

### LEMC

Tuesday 1<sup>st</sup> May I attended the LEMC meeting at Cuballing with CEO Mark and Ambulance Officer Clinton Hemley where it was discussed that a further desktop exercise will be considered for later in the year, as it is good practice to do these annually if possible. This raises the awareness of what possibly can happen in extreme events and the emergency recovery procedures that are necessary - immediately; after a few days; and long term - following the events.

### Central Country Zone Executive Committee

Wednesday May 8<sup>th</sup> I took part in the Central Country Zone Executive Committee teleconference, the main topic being the annual budget, of which will be put to the Zone for consideration and adoption at the next Zone Meeting on 24<sup>th</sup> May. It was recommended that there be a nil increase in member subscriptions, as there is a small surplus in funds and the expenses will be similar as previous years.

### Lifestyle Retirement Committee Meeting

Also on Wednesday May 8<sup>th</sup> I attended the Wickepin Lifestyle Committee meeting.

### Mother's Day Markets

The Mother's Day Weekend Street Stall Markets were held on Saturday 11<sup>th</sup> May and gave the main street and walk paths to the Arts & Crafts and She-shed-He-Shed in Richter Street a very lively atmosphere. Congratulations and well done to all who were involved in the running of those events.

<b>Council Decision:</b>	<b>Resolution No: 150519-18</b>
	<b>Moved Cr A Lansdell / Seconded Cr S Hyde</b>

That Council notes the President's report dated 15 May 2019.

**Carried 8 / 0**



## 12. Chief Executive Officer's Report

Submission To:	Ordinary Council
Location / Address:	Whole Shire
Name of Applicant:	Mark Hook, Chief Executive Officer
File Reference:	FM.FR.1211
Author:	Mark Hook, Chief Executive Officer
Disclosure of Interest:	Nil
Date of Report:	7 May 2019

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### Enclosure/Attachments:

Nil.

### Yealering Emporium

The CEO has received a number of complaints regarding the Yealering Emporium operating a coffee shop from its premises. The premises had not been licensed under the Health Act by the Shire of Wickepin so the Narrogin Health Officers were requested by the CEO to visit Yealering Emporium to resolve this issue. They are working with the owner of the Emporium to register the premises as a food premises.

Council has received a *Food Act 2008* Notification/Registration form from Darius and Kathleen Smith of 14 Dalton Street Yealering and will continue to deal with this issue once the \$110 fee has been paid.

Section 113 of the *Food Act 2008* makes it an offence to conduct a food business unless the food business is registered under the Act before commencing trade.

The Narrogin health officer visited the Yealering Emporium on Tuesday 7<sup>th</sup> May 2019 and delivered a written notice advising the process to be followed and to cease operation of the Coffee shop until all the necessary requirements of the *Food Act 2008* have been met.

The Owners of the Yealering Emporium have since advised by email on the 8th May 2019 the following:

*I wish to advise we have ceased operation of the said food service at this premises. We will be following up on the information passed onto us today from the visit by your officers and wish to comply with all requirements mentioned and arising from any developments to do with such. It may be some time before we are able to procure those items and wherewithal to proceed with the licensing process and other requirements so in the meantime we will effectively be mothballing the project apart from basic maintenance and care-taking of the property.*

### Staff

The CEO advertised for the current vacant staff position and as at the 5<sup>th</sup> April 2019 there were two applicants. Interviews were held and unfortunately neither applicant was suitable for the advertised position. The CEO has advertised the position with applications closing on the 24<sup>th</sup> May 2019.

MEETINGS ATTENDED MAY	
1	Joint LEMC meeting at Cuballing
2	Public Building Inspections
6	Facey Homestead Committee
7	Whitney Consulting
7	Lake Yealering Bowling Club Meeting
8	Lifestyle Retirement Committee

## 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	01/04/2019-30/04/2019	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	Relief Cleaner	19/04/2019	
A7	Rates Recovery – Instalment Payments	CEO			
A8	Issue of Orders	CEO			
A9	Legal Advice	CEO			
A10	Permits to Use Explosives	CEO			
A11	Street Stalls	CEO	<u>Wickepin Market Day</u> <ul style="list-style-type: none"> <li>Trent Street Chocolates</li> <li>Wickepin Hockey Club</li> <li>Wickepin Arts and Crafts</li> <li>Heather Dowdell</li> <li>The Breadwright</li> <li>He Shed She Shed</li> </ul>	11/05/2019 11/05/2019 11/05/2019 11/05/2019 11/05/2019 11/05/2019	Community/Visitors
			Election Day Cake Stall	18/05/2019	Community/Visitors
A12	Liquor Consumption on Shire Owned Property	CEO	Lake Yealering Bowling Club	24/04/2019	Club Members
A13	Hire of Community Halls / Community Centre	CEO	Tara Cook Yoga, Wickepin Community Centre	07/05/2019	Community
A14	The Food Act 2008 and the Food Regulations 2009	CEO			
A15	The Public Health Act 2016	CEO			

**Council Decision:****Resolution No: 150519-19****Moved Cr S Hyde / Seconded Cr F Allan**

That Council notes the Chief Executive Officer's report dated 7 May 2019.

**Carried 8 / 0****13. [Notice of Motions for the Following Meeting](#)****14. [Reports and Information](#)****15. [Urgent Business](#)**

### 15.1.01 – Urgent Business Monthly Report Development & Regulatory Services

Submission To:	Ordinary Council
Location/Address:	Whole Shire
Name of Applicant:	Mark Hook, Chief Executive Officer
File Reference:	GS.PRG.1546
Author:	Mark Hook, Chief Executive Officer
Disclosure of any Interest:	Nil
Date of Report:	13 May 2019

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#### Enclosure/Attachments:

Nil.

#### Summary:

Council is being requested to receive a late item from the Development and Regulatory Services for consideration.

#### Background:

Council received the Monthly Report from the Development and Regulatory Services for consideration on Friday 10 May 2019 which was too late for it to be incorporated into the Council Agenda.

#### Comments:

Council staff attempt to have the Agendas prepared at least a week prior to the Council Meeting. In completing this there will be business of an urgent nature that will arise from time to time.

#### Statutory Environment:

*Local Government Act 1995*

Shire of Wickepin Standing Orders

## 5.5 Urgent Business

- 5.5.1 A Councillor may move a motion or ask a question involving urgent business that is not included in the notice paper for that meeting provided that the Presiding Member agrees to the business being raised and the Presiding Member considers that either;
- (a) the urgency of the business is such that the business cannot wait inclusion in the notice paper for the next meeting of the Council or committee; or
  - (b) the delay in referring the business to the next meeting of the Council or committee could have adverse legal or financial implications for the council;
- 5.5.2 Any councillor may move without notice a procedural motion of dissent in respect of the Presiding Members ruling that the business is not worthy of inclusion as urgent business. If the motion of dissent is agreed to at the meeting by the majority of councillors present, the business must then be included as a matter of urgent business.

#### Policy Implications:

Nil.

#### Financial Implications:

Nil.

**Strategic Implications:**

Nil.

**Recommendations:**

That the presiding Member accept the late Agenda Item from the Development and Regulatory Services for consideration.

**Voting Requirements:**

Simple majority.

**Council Decision:**

**Resolution No: 150519-20**

**Moved Cr S Martin / Seconded Cr S Hyde**

That the Presiding Member accepts the late agenda item to discuss the agenda item regarding the monthly report for the Development and Regulatory Services.

**Carried 8 / 0**

## 15.1.02 – Monthly Report – Development & Regulatory Services

Submission To:	Ordinary Council
Location/Address:	Whole Shire
Name of Applicant:	Mark Hook, Chief Executive Officer
File Reference:	CM.REP.2203
Author:	Azhar Awang, Executive Manager Development & Regulatory Services
Disclosure of any Interest:	Nil
Date of Report:	10 May 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 month of April 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 each month.

### Comments:

Following are the reports provided for the month of April 2019.

#### PLANNING OFFICER'S REPORT

##### Planning Assessments:

- Proposed communications towers (3).
- Proposed shop, display rooms and care takers residence 12-14 Dalton Street, Yealering.

##### Upcoming Council Agenda for May 2019

Outbuilding 20 Curlew Way Referrals & Subdivision clearances.

Nil.

#### BUILDING SURVEYORS REPORT

SHIRE OF WICKEPIN BUILDING ACTIVITY FOR THE MONTH OF APRIL 2019										
Permit type	Building permit number	Approval date	Unique property identifier	Site street number	Street Name	Suburb Name	Building Work	Vaule	Owner's name	Builder's name
Building Permit	WK1819005	18/04/2019	A5169	95	WOGOLIN ROAD	WICKEPIN	NEW STEEL PATIO	\$ 6,500.00	MARJORIE WHITE	GREGORY WHITE

#### ENVIRONMENTAL HEALTH OFFICERS REPORT

- 1) DWER's request for a copy of an updated Asset Management Plan is currently under review. The Works Manager and previous Environmental Health Officer (EHO) have been consulted with the (previous) EHO yet to forward the information necessary that will assist with this process. This has been followed up and the advice from Mr A Ramsay is that the documentation will be forwarded shortly.
- 2) No water samples were taken from the swimming pool for April 2019.

3) Four (4) temporary food stall permits were issued for the Mother's Day markets.

**Statutory Environment:**

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

**Policy Implications:**

Nil.

**Financial Implications:**

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

**Voting Requirements:**

Simple majority.

**Council Decision:**

Resolution No: 150519-21

Moved Cr S Hyde / Seconded Cr G Hinkley

That Council receives the report from the Shire of Narrogin's Department of Development & Regulatory Services for the month of April 2019.

Carried 8 / 0

**16. Closure**

There being no further business the Presiding Officer declared the meeting closed at 5.27pm.

*Minutes of Ordinary Meeting held Wednesday 15 May 2019 at the Council Chambers, Wickepin, confirmed as a true and correct record.*

*Presiding Member:*

*Cr Julie A Russell, President*