

A Fortunate Place

Shire of Wickepin

Agenda

Ordinary Meeting of Council

Council Chambers, Wickepin

3.30pm, Council Chambers, Wickepin

20 NOVEMBER 2019



Notice of an Ordinary Meeting of Council

Please note that the next ordinary meeting of Council of the Shire of Wickepin will be held on 20 November 2019 at Council Chambers, Wickepin, commencing at 3.30pm.

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

Mark Hook
Chief Executive Officer

15 November 2019

Time Table

12.30pm	Lunch
1.30pm	Forum
3.00pm	Afternoon Tea
3.30pm	Ordinary Council Meeting

Disclaimer

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

SHIRE OF WICKEPIN QUESTIONS FROM THE PUBLIC

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

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

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

The President declared the meeting open at pm.

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

President	Julie Russell
Deputy President	Wes Astbury
Councillor	Nathan Astbury
Councillor	Sarah Hyde
Councillor	Steven Martin
Councillor	Fran Allan
Councillor	Allan Lansdell
Councillor	John Mearns

Chief Executive Officer	Mark Hook
Finance Manager	Erika Clement
Executive Support Officer	Lara Marchei
Executive Support Officer	Mel Martin

Leave of Absence (Previously Approved)

Apologies

2. Public Question Time

3. Applications for Leave of Absence/Apologies

4. Petitions, Memorials and Deputations

4.1 Election of Shire President

The CEO called for nominations for Shire President.

Cr _____ nominated Cr _____, Cr _____ accepted the nomination verbally.

There being no further nominations Cr _____ was elected as Shire President of the Shire of Wickepin for the ensuing two years.

Shire President Cr _____ made the declaration of office before Cr Steven Martin JP.

4.2 Election of Deputy Shire President

Cr _____ took the chair as the Presiding Member and called for nominations for the position of Deputy Shire President.

Cr _____ nominated Cr _____, Cr _____ accepted the nomination verbally. There being no further nominations Cr _____ was elected as Deputy Shire President of the Shire of Wickepin for the ensuing two years.

Deputy Shire President Cr _____ made the declaration of office before Cr Steven Martin JP.

4.3 Seating Arrangements

As per council Standing Order 11.4.1 a random draw will be undertaken for the allotment of seating arrangements.

4.4 Appointment of Standing Committees of Council

4.4.1 Governance, Audit and Community Services Committee

Previous Committee Members:

- Cr Allan Lansdell
- Cr Steven Martin
- Cr Julie Russell
- Cr Gerri Hinkley
- Cr Fran Allan
- Cr Wes Astbury
- Cr Nathan Astbury
- Cr Sarah Hyde

Presiding Member to call for nominations to the Governance, Audit and Community Services Committee.

Resolution No

Moved / Seconded

That the following appointments to the Governance, Audit and Community Services Committee be endorsed:

Carried / by absolute majority

4.4.2 Australia Day Committee

Previous Committee Members:

- Cr Allan Lansdell
- Cr Julie Russell
- Cr Fran Allan
- Cr Wes Astbury

Presiding Member to call for nominations to the Australia Day Committee.

- Cr Fran Allan

Resolution No

Moved / Seconded

That the following appointments to the Australia Day Committee be endorsed:

Carried / by absolute majority

4.4.3 Townscape and Cultural Planning Committee

Previous Committee Members:

- Cr Allan Lansdell
- Cr Fran Allan
- Cr Sarah Hyde
- Kim Smith
- Spencer Davidson
- Kevin Coxon
- Sue Astbury
- Tim Cowcher
- Ted Astbury

Nominations received from members of public:

- Cr Sarah Hyde
- Cr John Mearns
- Cr Fran Allan
- Kevin Coxon
- Tim Cowcher
- Sue Astbury
- Ted Astbury
- Kym Smith

Presiding Member to call for nominations to the Townscape and Cultural Planning Committee.

Resolution No

Moved / Seconded

That the following appointments to the Townscape and Cultural Planning Committee be endorsed:

- Cr Sarah Hyde
- Cr John Mearns
- Cr Fran Allan
- Kevin Coxon
- Tim Cowcher
- Sue Astbury
- Ted Astbury
- Kym Smith
- Diana Blacklock

Carried / by absolute majority

4.4.4 Lifestyle Retirement Committee

Previous Committee Members:

- Cr Fran Allan
- Cr Allan Lansdell
- Murray Lang
- Syd Martin
- Kevin Coxon

- Colin Hemley
- Audrey Bird
- Coleen Thompson
- Chris Lozenicins
- Leanne Smith

Nominations received from members of public:

- Cr Fran Allan
- Syd Martin
- Murray Lang
- Coleen Thompson
- Colin Hemley
- Audrey Bird
- Kevin Coxon
- Leanne Smith
- Rex Bergin
- Steve Rose

Presiding Member to call for nominations to the Lifestyle Retirement Committee.

Resolution No

Moved / Seconded

That the following appointments to the Lifestyle Retirement Committee be endorsed:

- Cr Fran Allan
- Syd Martin
- Murray Lang
- Coleen Thompson
- Colin Hemley
- Audrey Bird
- Kevin Coxon
- Leanne Smith
- Rex Bergin
- Steve Rose

Carried / by absolute majority

4.4.5 Albert Facey Homestead Committee

Previous Committee Members:

- Cr Allan Lansdell
- Dave Astbury
- Charlotte Astbury
- Libby Heffernan
- Linley Rose
- Helen Warrilow
- Margaret Fleay
- Luci Satori
- Karen Rushton

Nominations received from members of public:

- Dave Astbury
- Charlotte Astbury
- Libby Heffernan
- Linley Rose
- Helen Warrilow
- Margaret Fleay
- Luci Satori

Presiding Member to call for nominations of delegates to the Albert Facey Homestead Committee.

Resolution No

Moved / Seconded

That the following delegates be appointed to Albert Facey Homestead Committee:

- Dave Astbury
- Charlotte Astbury
- Libby Heffernan
- Linley Rose
- Helen Warrilow
- Margaret Fleay
- Luci Satori

Carried / by absolute majority

4.4.6 Central Country Zone WALGA

Previous Council delegates:

- Cr Wes Astbury
- Cr Julie Russell

Presiding Member to call for nominations of delegates to Central Country Zone WALGA.

Resolution No

Moved / Seconded

That the following delegates be appointed to Central Country Zone WALGA:

Carried / by absolute majority

4.4.7 Wheatbelt South Regional Road Group

Previous Council delegates:

- Cr Allan Lansdell
- Cr Julie Russell

Presiding Member to call for nominations of delegates to Regional Road Group.

Resolution No

Moved / Seconded

That the following delegates be appointed to Regional Road Group:

Carried / by absolute majority

4.4.8 Wheatbelt Joint Development Assessment Panel

Previous Council delegates:

- Cr Allan Lansdell (Member)
- Cr Wes Astbury (Member)
- Cr Julie Russell (Alternate Member)
- Cr Nathan Astbury (Alternate Member)
- Cr Sarah Hyde (Alternate Member)

Presiding Member to call for nominations of delegates to Wheatbelt Joint Development Assessment Panel.

Resolution No

Moved / Seconded

That the following delegates be appointed to Wheatbelt Joint Development Assessment Panel:

Carried / by absolute majority

4.4.9 Great Southern Regional Waste Group

Previous Council delegates:

- Cr Allan Lansdell
- Cr Nathan Astbury

Presiding Member to call for nominations of delegates to Wagin Regional Waste Group.

Resolution No

Moved / Seconded

That the following delegates be appointed to Wagin Regional Waste Group:

Carried / by absolute majority

4.4.10 Cuballing/Wickepin Joint Local Emergency Management Committee (LEMC)

Previous Council delegates:

- Cr Wes Astbury
- Cr Julie Russell

Presiding Member to call for nominations of delegates to the Joint Local Emergency Management Committee (LEMC).

Resolution No

Moved / Seconded

That the following delegates be appointed to the Joint Local Emergency Management Committee (LEMC):

Carried / by absolute majority

4.4.11 Living Lakes Initiative

Previous delegates:

- Representatives/Co-ordinators - Ian & Sara Hills
- Shire Representatives – CEO Mr Mark Hook, DCEO Mrs Natalie Manton, Cr Allan Lansdell, Cr Fran Allan
- Facey Group Representative – Sarah Hyde
- Surrounding Farmers - Ken Beattie - Farmer on west side and south of Lake, Morris (Whippy) Dawes - Farmer on east and south side of Lake, Lindsay Corke, Ben Lally, Brian Shipley
- Yealering Progress Association President
- Town Representative – Matthew Pockran

Presiding Member to call for nominations of delegates to Living Lakes Initiative.

Resolution No

Moved / Seconded

That the following delegates be appointed to Living Lakes Initiative:

- Representatives/Co- Coordinators - Ian & Sara Hills
- Shire Representatives – CEO Mr Mark Hook, MWS Mr Garry Rasmussen and Councillor _____,
- Facey Group Representative – Sarah Hyde
- Surrounding Farmers - Ken Beattie - Farmer on west side and south of Lake, Whippy Dawes - Farmer on east and south side of Lake
- Yealering Progress Association President
- Town Representative – Matthew Pockran
- Kym Smith

Carried / by absolute majority

4.4.12 Grain Freight Network – Wheatbelt Railway Retention Alliance

Previous Council delegates:

- Cr Julie Russell
- Cr Allan Lansdell

Presiding Member to call for nominations of delegates to Grain Freight Network – Wheatbelt Railway Retention Alliance.

Resolution No

Moved / Seconded

That the following delegates be appointed to the Grain Freight Network – Wheatbelt Railway Retention Alliance:

Carried / by absolute majority

4.4.13 Central Agcare

Previous Council delegates:

- Cr Fran Allan

Presiding Member to call for nominations of delegates to Central Agcare.

Resolution No

Moved / Seconded

That the following delegates be appointed to Central Agcare:

Carried / by absolute majority

5. Declarations of Councillor's and Officer's Interest**6. Confirmation of Minutes**

Ordinary meeting of council - Wednesday 18 September 2019

Moved / Seconded

That the minutes of the Ordinary meeting of council held on Wednesday 16 October 2019 be confirmed as a true and correct record.

Carried /

7. Receival of Minutes

RECEIVAL OF MINUTES

7.1 – Albert Facey Homestead Committee

Submission To:	Ordinary Council
Location/Address:	Whole Shire
Name of Applicant:	Lara Marchei, Executive Services Officer
File Reference:	CR.MEE.208
Author:	Lara Marchei, Executive Services Officer
Disclosure of any Interest:	Nil
Date of Report:	13 November 2019

Enclosure/Attachments:

Minutes of the Albert Facey Homestead Committee meeting held on Monday 4 November 2019.

Background:

The Albert Facey Homestead Committee meeting was held on Monday 4 November 2019.

Summary:

Council is being requested to receive the Albert Facey Homestead Committee meeting minutes held on Monday 4 November 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 4 November 2019 be received.

Voting Requirements:

Simple majority.



A Fortunate Place

Shire of Wickepin

Minutes

Albert Facey Homestead Committee

Council Chambers, Wickepin

4 NOVEMBER 2019

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**Minutes of an Albert Facey Homestead Committee Meeting held in Council Chambers, Wickepin –
Monday 4 November 2019**

The Chairperson declared the meeting open at 2.55pm.

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

Dave Astbury	Chairperson
Libby Heffernan	Member
Helen Warrilow	Member
Margaret Fleay	Member
Charlotte Astbury	Member

Mark Hook	Chief Executive Officer
Diana Blacklock	Community Development Officer

Leave of Absence (Previously Approved)

Apologies

Linley Rose	Member
Luci Satori	Member
Allan Lansdell	Member

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 – 5 August 2019.

Moved Dave Astbury / Seconded Charlotte Astbury

That the minutes of the Albert Facey Homestead Committee held on 5 August 2019 be confirmed as a true and correct record.

Carried 5/0

7. Status Report

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

Subject/Action	Officer	Progress	Status	Comment
Avon Valley Carriage Drive Sash	L Heffernan	Sash has been received by the shire.	✓	To be hung in council chambers.
Homestead Curtains	L Satori	Unknown	✓	Lucy Satori has purchased lace curtains at a value of \$600.

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

Albert Facey Annual Statement 2019/2020

Date	Description	Income
29/08/2019	ALBERT FACEY TAKINGS DATE 28.08.19	227.27
17/09/2019	ALBERT FACEY TAKINGS TO 16 SEPT 19	156.36
01/10/2019	ALBERT FACEY TAKINGS 1ST COTOBER 2019	100.00
08/10/2019	ALBERT FACEY TAKINGS DATE 8/10/2019	272.73
	TOTAL	756.36
Date	Description	Expenditure
09/07/2019	MCCOLL ANDREW LEON IOW PAY	13.24
	LABOH PAY	9.27
23/07/2019	LGISWA PROPERTY INSURANCE 2019/20 1ST INSTALMENT	217.47
07/08/2019	HOLMES CHRISTOPHER JOHN IOW PAY	79.43
	LABOH PAY	55.60
13/09/2019	ELIZABETH HEFFERNAN REIMBURSEMENT - MOUNT AND FRAME SASH	285.00
04/10/2019	DEPARTMENT OF FIRE AND EMERGENCY ESL 2019/20	84.00
09/10/2019	ELIZABETH HEFFERNAN CLEANING 8/10/2019	50.00
25/10/2019	LGISWA PROPERTY INSURANCE 2ND INSTALMENT PROPERTY INSURANCE 2019/20	217.46
	TOTAL	1011.47

Moved Libby Heffernan / Seconded Dave Astbury

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

Carried 5/0

9. Receipt of Reports & Consideration of Recommendations

10. Reports & Information

10.1 Other matters raised by members

Diana Blacklock, CDO, advised that the Perth based Theatre 180 company would like to present their plans for the production and inform the committee of the developments thus far on their adapted and written for the stage production using the large screens in cinemas as the backdrop, to re-create significant landscape scenes filmed by Green Man Media, with a live performance from THEATRE 180 taking place within the cinema as a cast of three bringing to life the story of AB Facey's much-loved *A Fortunate Life*.

Adrian Gaspari the Audio-visual designer from Greenman would like to get some video footage of a few locations in the area on Friday 8 November 2019 and seek direction from the Committee on any specific locations that are linked to Albert Facey along with introducing one or two farm owners that might allow them to shoot some footage (one camera operator so a small set up) on their properties.

Libby Heffernan

Libby thanked all those for helping with the coaches visiting the homestead this month and a special thank you to Charlotte Astbury for her assistance with the coaches and caravans.

11. Urgent Business

12. Closure

The next Albert Facey Homestead Committee Meeting will be held in February 2020.

There being no further business the Chairperson declared the meeting closed at 3.08 pm.

Actions Requested from meeting

<i>Subject/Action</i>	<i>Officer</i>
Check on booklets for the homestead print more if required	CEO
SMS messages to be sent to Dave Astbury, Charlotte Astbury, Helen Warrilow and Margaret Fleay regarding meetings	ESO

RECEIVAL OF MINUTES**7.2 – Townscape and Cultural Planning Committee**

Submission To:	Ordinary Council
Location/Address:	Whole Shire
Name of Applicant:	Lara Marchei, Executive Services Officer
File Reference:	CR.MEE.206
Author:	Lara Marchei, Executive Services Officer
Disclosure of any Interest:	Nil
Date of Report:	13 November 2019

Enclosure/Attachments:

Minutes of the Townscape & Cultural Planning Committee meeting held on Monday 11 November 2019.

Background:

The Townscape & Cultural Planning Committee meeting was held on Monday 11 November 2019.

Summary:

Council is being requested to receive the Townscape & Cultural Planning Committee meeting minutes held on Monday 11 November 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 Townscape & Cultural Planning Committee meeting held on Monday 14 November 2019 be received.

Voting Requirements: Simple majority.



Shire of Wickepin

Minutes

Townscape & Cultural Planning Committee

Council Chambers, Wickepin

11 November 2019

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**Minutes of a Townscape and Cultural Planning Committee Meeting held in Council Chambers,
Wickepin, Monday 11 November 2019 at 9.30am**

The Chairperson declared the meeting open at 9.43 am.

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

Kym Smith	Chairperson
Cr Sarah Hyde	Member
Cr Allan Lansdell	Member
Sue Astbury	Member
Diana Blacklock	Community Development Officer

Mark Hook	Chief Executive Officer
Lara Marchei	Executive Support Officer
Melissa Martin	Executive Support Officer

Apologies	
Cr Fran Allan	Member
Ted Astbury	Member
Tim Cowcher	Member
Spencer Davidson	Member
Kevin Coxon	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

Townscape and Cultural Planning Meeting – 4 September 2019

Moved S Astbury/ Seconded Cr Hyde

That the minutes of the Townscape and Cultural Planning Committee held on 4 September 2019 be confirmed as a true and correct record.

Carried 4/0

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
Thankyou letter to Lee Parker	CEO	That a Thank You letter from the Townscape and Cultural Planning Committee be sent to Lee Parker	✓	Letter sent .
Harrismith Hall Toilets	CEO	Arrange for toilets to be checked and cleaned on a more regular basis.	✓	Staff have been requested to clean toilets on a more regular basis.
Excess Gravel at Harrismith Town Entry	CEO	Arrange for gravel to be removed	○	Still to be removed.
King Treecare Report	CEO	Report has been forwarded to Yealering Progress Association for comments	○	Waiting for comments from YPA.
Placement of Sheddars' Sculptures	CEO	1. Ball sculpture to be positioned at the end of the memorial wall in the space shown in the photo 2. Second Sculpture celebrating the Shire Emblem be erected in the Shire garden in the area show in the above photo	✓	Sculptures have been installed.

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

○ = in progress ✓ = completed ✕ =superseded

8. Notice of Motions of Which Notice Has Been Given

9. Receipt of Reports & Consideration of Recommendations

9.1 – Community Development Officer’s Report

Submission To:	Ordinary Council
Location/Address:	Whole Shire
Name of Applicant:	Diana Blacklock, Community Development Officer
File Reference:	CR.MEE.206
Author:	Diana Blacklock, Community Development Officer
Disclosure of any Interest:	Nil
Date of Report:	6 November 2019

Enclosure/Attachments: Photos of She Shed He Shed Sculptures in situ.

Summary:

Community Development

Wickepin Playground – Nature Play Concept Plan

Concept Plan was open for community consultation over several months, has now been closed and feedback has been considered with the majority of suggestions being previously included and others adopted.

Please refer to agenda item for more information

Townscape

She Shed He Shed

She Shed, He Shed sculptures have been positioned as requested in town. The Banksia in the shire gardens and the Bike Ball has been erected near the Centenary Memorial Wall in the main street.

Shire continues to support other projects including the construction of a Xmas Tree for the main street of Wickepin

War Memorial

Due to drainage issues and root intrusion the Works Manager would like to replace the trees that are currently there with a more suitable variety.

Tarling Well (State Heritage Listed in 1996- No. 06873)

Site is in need of repair and maintenance – in discussion with the Works Manager. Potential tourism attraction.

Economic Development

Art Prize Weekend Event

How would the committee want to see the event going forward with a new CDO?

Please refer to agenda Item for more information

Tourism & Promotion

Organised a meeting with Narrogin, Pingelly, Cuballing, Wagin and Dumbleyung CDO’s on 19 November to discuss a possible collaboration project to promote a self-drive route with features and sites identified within each shire.

Other:

Yealering had another successful Regatta with approximately 800 visitors. The water level was much lower this year which resulted in less raft entries, however a great day was had by all who attended, with lots of local support. Some amazing video footage was captured by local drone operator and it received good media coverage.

Met with Yealering Progress Association in Yealering to introduce myself and advise them of my role to assist with community and shire engagement. I also advised that I am available to attend their committee meetings if and when they deem appropriate.

Recommendation:

That the Community Development Officer's report dated 6 November 2019 be received

Voting Requirements: Nil

Moved Cr Hyde / Seconded Cr Lansdell

That the Community Development Officer's report dated 6 November 2019 be received.

Carried 4/0

Banksia Sculpture in the Shire garden



Bike Cog Ball at the Centenary Memorial Wall

9.2 - Wogolin Road Playground

Submission To:	Townscape
Location/Address:	Whole Shire
Name of Applicant:	Diana Blacklock – Community Development Officer
File Reference:	CM.PLA.404
Author:	Diana Blacklock – Community Development Officer
Disclosure of any Interest:	Nil
Date of Report:	6th November 2019

Enclosure/Attachments: Wogolin Road Playground Concept Plan

Summary:

Townscape are being asked to request council to adopt the Wogolin Road Playground Concept Plan with no major changes.

Background:

Community consultation closed 5 October 2019 after several months of advertising for feedback. The results have been collated with a total of 33 responses with 28 Facebook responses via an online survey and 5 paper forms submitted. Overall a positive response supporting the existing plans were recorded below:-

- 30 seen the plan - 3 had not
- 24 support the current plan - 3 don't - 3 other
- 33 agree that a nature based park is a good idea
- 29 local families would use the park - 4 would not

Community suggestions included

- more shade, undercover areas
- equipment to cater for toddlers (already included)
- road safety including fencing and zebra crossing (barrier already included)
- more seating, water feature, drinking fountains
- special needs equipment (already included)
- bird attracting plants local to the area (already included)
- climbing equipment (already included)
- locating playground in a different site
- BBQ area, lighting and tie up rails for animals
- Half court basketball

The majority of these suggestions have already been included and will be incorporated into the area as per requested.

Comments:

There are a number of expensive items within the plan including the climbing tower, lighting, flying fox and skate-park. The plan has been broken down into projects which can be staged over years. When looking at the costing sheet, council will be able to do the bulk of the work and will be able to manufacture some of the smaller items. Grants and community funding, with council financial support, will make the establishment of the park entirely feasible.

Statutory Environment: Nil

Policy Implications: Nil

Financial Implications:

\$1.7m as per Concept Plan costing to be budgeted for the 4 building phases over the next 4-5 years.

Funds to be sourced once endorsed by council via:

Council contribution

State and Federal Government Contributions via grants:

- Sport and Recreation - skate park & basketball court
- Community Grants Hub
- Lotterywest

Local groups and individuals - donations

Industry sponsorship

Strategic Implications: 2018 – 2028 Strategic Community Plan - infrastructure Goal 2

Recommendation:

That the Townscape and Cultural Planning Committee request council adopt the Wogolin Rd Playground Concept Plan without changes.

Voting Requirements: Simple majority.

Moved Cr Hyde / Seconded Cr Lansdell

That the Townscape and Cultural Planning Committee request council adopt the Wogolin Rd Playground Concept Plan with half-court basketball being included in the skate park area.

Carried 4/0



LEGEND

- A** COMMUNITY EVENTS/ GATHERING SPACE
- B** TREE PROMONADE
- C** PICNIC AREA / GATHERING SPACE
- D** NEW CONNECTING PATH ALONG PARKIN
- E** SKATEPARK
- F** NEW CONNECTION PATH TO TRUCK STOP
- G** PLAYSACE
- H** NEW CONNECTION BETWEEN PLAYSACE AND AMMENTIES
- I** PROPOSED SIGNAGE FOR EXISTING TRAIL
- J** CONNECTION TO CARAVAN PARK
- K** POTENTIAL COMMUNITY GARDEN

- LAWN
- EXISTING GREEN SPACE
- EXISTING GROUND SURFACE
- EXISTING GRAVEL
- MULCH
- IAS MULCH
- CONCRETE
- IAS RUBBER
- EXISTING PAVING
- LOG
- CONCRETE KERB
- EXISTING TREE
- PROPOSED TREE
- PLANTS
- FENCE
- TO BE REMOVED
- PROPOSED LIGHT POLES
- PROPOSED UPLIGHTING
- LIGHT BOLLARDS



A



B



C



E



F



G



G



G

9.3 – Wickepin Art Prize

Submission To:	Townscape and Cultural Planning Committee
Location/Address:	Whole Shire
Name of Applicant:	Diana Blacklock
File Reference:	CM.PCA.404
Author:	Diana Blacklock
Disclosure of any Interest:	Nil
Date of Report:	6 November 2019

Enclosure/Attachments: Nil

Summary:

To determine ongoing viability of the Wickepin Art Prize with the following proposed changes:

- Time of year
- Format – Facey Festival (Theatre 180 'A Fortunate Life' Production, markets, 'Paddock to Plate' luncheon, opening event, afternoon tea at Albert Facey Homestead) or run as a stand-alone event
- Working group formation
- Engage previous CDO as a consultant

Background:

The event was initiated by the Townscape and Cultural Planning Committee during its involvement in the Centenary Celebrations 10 years ago. To date it has been largely run by the previous CDO and a small band of volunteers. Last year it was successfully held in conjunction with the Facey Festival Weekend to increase visitor numbers.

Comments:

Discussions with the former CDO Lee Parker confirmed her ongoing participation, given the time of year is changed and her involvement is part of a combination of volunteering in a working group and some contracted hours as a consultant to the shire.

Statutory Environment: Nil

Policy Implications: Nil

Financial Implications:

Additional costs associated with changes to be considered/included in 2020/21 budget.

Strategic Implications:

2018 – 2028 Strategic Community Plan - economy Goal 8.

Recommendation:

The Townscape & Cultural Planning Committee request changes agreed on at the meeting to be adopted by council, including change of date to May 2021, event format, formation of a Working Group and associated consultation costs.

Voting Requirements: Simple majority.

Moved K Smith / Seconded Cr Hyde

That the Townscape and Cultural Planning Committee request council proceed with the Wickepin Art Prize in 2020.

Carried 4/0

10. Notice of Motions for the Following Meeting

11. Reports & Information

11.1 Other matters raised by members:

Kym Smith

Kym advised the committee of an email she received from Cr Russell regarding various concerns she has about the Wickepin Cemetery. Including lack of parking, shrubbery and their lack of height, members of the public driving through the cemetery opening and parking within the cemetery grounds and the lack of a Memorial Wall.

Cr Russell also provided suggestions to address her concerns such as placing a gate across the cemetery entrance or place signs across from the entrance stating designated parking.

Moved K Smith / Seconded S Astbury

That the CEO prepare and report and costings for works to be carried out at the Wickepin Cemetery to be brought to the next meeting of the Townscape Committee in March 2020.

Carried 4/0

Sue Astbury

WA Wildflower Society Visit

Sue gave a brief report of the WA Wildflower Society's visit to Harrismith in October. Approx. 80 wildflower enthusiasts were in attendance and it was commented that they were amazed by the diversity of the plants found around the walk trails and expressed the importance of preserving all of our local flora and fauna.

Harrismith Town Hall

Sue also commented on the work being carried out at the Harrismith Town Hall by Andrew McColl. Suggesting that it is good to see the hall coming together by replacing wooden frames and preparing for painting. Sue also commented that the local toilets are in good clean working order.

Harrismith Tip

Sue also advised of some issues with the recycle bins at the Harrismith Tip. Since the bins have been moved to the tip the lids are being blown open and leaving the recycling exposed to weather. Sue also mentioned that the recycling bins are always very full. The CEO suggested looking at ways to keep the bins closed and also possibly supplying more bins to eliminate the fact of them overflowing.

Cr Sarah Hyde

Sarah discussed the Clean-up Australia Day Event and mentioned that the CRC may be interested in running the event. Sarah will keep us updated as more information comes to hand.

Cr Alan Lansdell

Suggested we need to promote the Wildflowers around our Shire. He advised that the shires south of the state promote their local flora and fauna extremely well and the Wickepin shire should do the same.

12. Urgent Business

13. Closure

The next Townscape and Cultural Planning Committee Meeting will be held in March 2020.

There being no further business the Chairperson declared the meeting closed at 11:00am.

Actions Requested from meeting

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

RECEIVAL OF MINUTES

7.3 – Lifestyle Retirement Committee

Submission To:	Ordinary Council
Location/Address:	Whole Shire
Name of Applicant:	Lara Marchei, Executive Services Officer
File Reference:	CR.MEE.203
Author:	Lara Marchei, Executive Services Officer
Disclosure of any Interest:	Nil
Date of Report:	13 November 2019

Enclosure/Attachments:

Minutes of the Lifestyle Retirement Committee meeting held on Wednesday 13 November 2019.

Background:

The Lifestyle Retirement Committee meeting was held on Wednesday 13 November 2019.

Summary:

Council is being requested to receive the Lifestyle Retirement Committee meeting minutes held on Wednesday 13 November 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 Lifestyle Retirement Committee meeting held on Wednesday 13 November 2019 be received.

Voting Requirements:

Simple majority.



A Fortunate Place

Shire of Wickepin

Minutes

Lifestyle Retirement Committee

Council Chambers, Wickepin

13 NOVEMBER 2019



Notice of a Lifestyle Retirement Committee Meeting

The Lifestyle Retirement Committee Meeting of the Shire of Wickepin was held on Wednesday 13 November 2019 at Council Chambers, Wickepin.

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.



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.

8. Related Policies/Bylaws: Nil.

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**Minutes of Lifestyle Retirement Committee Meeting held in Council Chambers, Wickepin
Wednesday 13 November 2019 at 9.30am**

The Chairperson declared the meeting open at 9:35am.

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

Syd Martin	Chairperson
Cr Fran Allan	Member
Murray Lang	Member
Colin Hemley	Member
Leanne Smith	Member
Audrey Bird	Member
Cr Allan Lansdell	Member (Entered meeting at 10:15am)

Mark J Hook	Chief Executive Officer
Mel Martin	Executive Support Officer

Apologies –

Coleen Thompson	Member
Kevin Coxon	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 – 14 August 2019.

Moved Audrey Bird / Seconded Murray Lang

That the minutes of the Lifestyle Retirement Committee meeting held on 14 August 2019 be confirmed as a true and correct record.

Carried 6 / 0

7. Status Report

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

Subject/Action	Date	Officer	Progress	Status	Comment

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

○ = in progress ✓ = completed ✕ =superseded

8. Receipt of Reports & Consideration of Recommendations

8.1 - CEO Report

Submission To:	Lifestyle Committee
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 any Interest:	Nil
Date of Report:	6 November 2019

Enclosure/Attachments:

Letter from the Department of Primary Industries and Regional Development - Approval for Variation to Financial Assistance Agreement (FAA).

WSAHA FAA

The CEO has received the following email regarding the draft FAA from Stefan Chappell, Project Officer, Partnership Management & Project Monitoring, Industry and Economic Development, Department of Primary Industries and Regional Development

As you are aware, the Minister for Regional Development recently announced an additional \$2.8 million in funding from the Regional Aged Accommodation Program for the Wheatbelt South Aged Housing Alliance Project. I attach a draft variation to the existing project Financial Assistance Agreement (for \$20,000) to reflect the increase in Project funding and associated change in scope.

Could you please review the attached draft and let me know if you have any issues with the proposed changes. I draw your attention to the following specific changes:

- The revised project description which provides a high level scope for the construction of the 14 ILUs*
- The revised project deliverables / payment table. Please note the distribution of funds across the 2019/20 and 2020/21 Financial Years in the table is currently in alignment to the Royalties for Regions budget allocation (\$1.5 million in and \$1.3 million respectively)*
- The revised project budget table (drawn from the business case) and third party funding contributions to the project*
- The Shire's insurance requirements outlined in the special conditions (we will require certificates of currency demonstrating these prior to executing the variation)*

Attached is the letter from the Department of Primary Industries and Regional Development outlining the suggested amendments to the existing FAA with the Wheatbelt South's Aged Housing Alliance.

Following are the comments from the CEO to the Department of Primary Industries and Regional Development and the reply received to the questions from the Department of Primary Industries and Regional Development.

1. The agreement requires the designs to be reviewed by a third party prior to tendering, I can see this being a problem as we will want to tender for design and construct.. Tenders would normally include ageing in place outcomes. Not to many people in Rural WA that could undertake this requirement. There is adequate provision in the original scope to include ageing in place guidelines. What is the reasoning for this and who is the third party, can we have some clarification on what this actually means.

A: This is a condition requested by the RAAP assessment panel (consisting of the Department of Communities, Department of Primary Industries and Regional Development and WA Country Health Service) for all aged accommodation projects receiving RAAP funding. There are many organisations that can undertake this work, but ideally, the review will come from an architecture firm with experience in aged accommodation and ageing in place principles. The Shire of Wickepin may want to discuss with the Shire of Kojonup how it delivered upon this obligation as part of their Great Southern Housing Initiative project.

2. Funding Amount where it says Disbursal of funding will be subject to availability, still leaves the Councils vulnerable to have funds withdrawn half through the project and is a major risk for the Councils involved.

A: I can understand your issue with this point. It is a standard clause set in all Financial Assistance Agreements and stems from the nature of government budgeting. While we can't remove the clause we can work with you to alter the payment dates so that you receive the majority of funding earlier. However, we are still bound by the budget and cash flows, i.e. there is a portion of funding that is allocated to 2020/21 that cannot be brought forward into 2019/20.

3. The section under point 3 where it specifies where the ILUs will be built needs to be more consistent with the addresses. ie putting the town name after all addresses.

A: Happy for this to be amended as necessary.

There is a meeting of the WSAHA to discuss the signing of the amended FAA on 18 November 2019 at 2.00pm.

The committee will be advised of the outcome of this meeting.

Recommendations:

That the Lifestyle Retirement Committee note the Chief Executive Officer's report dated 6 November 2019

Voting Requirements: Simple majority.

Moved Cr Fran Allan / Seconded Colin Hemley

That the Lifestyle Retirement Committee note the Chief Executive Officer's report dated 6 November 2019.

Carried 6 / 0

Moved Sid Martin / Seconded Cr Fran Allan

That a thank you letter to Natalie Manton be sent thanking her for her contribution to the Lifestyle Retirement Committee during her time at the Shire of Wickepin.

Carried 6 / 0

8.2 – RFT Aged Units Johnston Street

Submission To:	Ordinary Council
Location/Address:	Johnston Street
Name of Applicant:	Mark Hook, Chief Executive Officer
File Reference:	ED.LIA.805
Author:	Mark Hook, Chief Executive Officer
Disclosure of any Interest:	Nil
Date of Report:	6 November 2019

Enclosure/Attachments: RFT Aged Units

Summary:

The Lifestyle Committee is being requested to endorse the attached Request for Tender for the Wickepin Aged Units under the ASHA for Johnston Street Wickepin.

Background:

The CEO has been working on the tender for the Aged units at Johnston Street under the WSAHA.

Comments:

Attached is the proposed tender for the Aged units at Johnston Street under the WSAHA.

The CEO is looking for comments on the tender prior to submitting them to council for advertising once the WSAHA FAA has been signed and funding received.

Statutory Environment:

WSAHA FAA

Local Government Act 1995

Local Government (Functions and General) Regulations 1996 Section 11

11. When tenders have to be publicly invited

- (1) Tenders are to be publicly invited according to the requirements of this Division before a local government enters into a contract for another person to supply goods or services if the consideration under the contract is, or is expected to be, more, or worth more, than \$150 000 unless subregulation (2) states otherwise.

The requirement under the *Local Government Act 1995* and the *Local Government (Functions and General) Regulations 1996* for the statewide advertising of tenders is as follows:

1.8. Statewide public notice

Where under this Act Statewide public notice of a matter is required to be given, section 1.7 applies except that the newspaper referred to in section 1.7(1)(a) is required to circulate generally throughout the State.

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

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

Policy Implications: Nil

Financial Implications:

Cost of total project has been estimated at \$1,346,800 or \$336,7001 per unit.

Funding received from the State Government is \$2,800,000 for 14 units so the expected grant for Wickepin will be 2.8Million divided by 14 units = \$800,000.

Cost from Municipal fund is anticipated to be \$546,800. Council has placed \$700,000 in the 2019/2020 budget estimates towards the Aged Units.

Strategic Implications:

Fits with in Goal 9 of the 2018 2028 Strategic Community Plan.

community

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

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

Recommendations:

That the Lifestyle Committee advise Council that it endorses the Request for Tender for the WSAHA units for Johnson Street as attached.

Voting Requirements: Simple majority.

Moved Murray Lang / Seconded Cr Fran Allan

That the Lifestyle Committee advise Council that it endorses the Request for Tender for the WSAHA units for Johnson Street as attached with an option for a separate 2m x 4m garden shed with a concrete floor and the double garage to be lockable.

Carried 6 / 0

9. Reports & Information

9.1 Other Matters Raised by Members

Murray Lang

Murray also requested a copy of the original WSAHA document with variations be resent via email to all committee members.

Audrey Bird

Audrey requested a copy of the "Term Of Reference" be forwarded to all committee members (which have been included in these minutes) and whether they will need to be altered. CEO will look into the matter and advise.

Syd Martin

Chairperson Syd Martin thanked whole committee for their dedication and hard work for the year of 2019.

10. Urgent Business

11. Closure

The next Lifestyle Retirement Committee meeting will be held in February 2020. A special meeting to be held before December 2019 council meeting if the FAAA agreement is passed before this date.

There being no further business the Chairperson declared the meeting closed at 10:30am.

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
1017-161019-03	CBH – Bin Road Realignment	CEO	That the Shire of Wickepin concur to the dedication of the land, the subject of Shawmac Drawing 1802005-SK-001 as a road under Section 56 of the Land Administration Act 1997, and that Council indemnifies the Government of Western Australia against any cost now or into the future that may arise as a result of the road widening of Bin Road incorporating part of Lot 15641 vested Reserve 35909 and Lot 3.	✓	Letter has been forwarded to the Dept Land & Heritage
1018-161019-04	Lot 34 Plover Street, Wickepin – Setback Variation	CEO	That with respect to the Application for Planning Approval – Outbuilding (Side Setback variation) at Lot 34 Plover Street, Wickepin, Council approve the application.	✓	Planning Approval has been issued.
1019-161019-05	Tender-RFT 02/2019/20, Supply and Lay of Bituminous Products	CEO	That Council accept the tender from Fulton Hogan.	✓	Successful and unsuccessful letters have been forwarded.
1020-161019-10	Administration Office Christmas Trading Hours 2019/2020	CEO	That the trading hours for 2019/2020 Christmas period be as follows: Monday 23 December 2019 – Wednesday 1 January 2020.	✓	Notice placed in Watershed.
1021-161019-11	Partnering Agreement for the Provision of Mutual Aid	CEO	That council endorses the Local Government MOU, as detailed in the attachment that will promote cooperation between the Central Country Zone local governments in emergency events.	✓	WALGA CCZ has been advised of council's decision.

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 SERVICES10.1.01 – 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:	12 November 2019

Enclosure/Attachments: Nil.

Summary:

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

Background: Nil.

Comments:Programmed Construction Works

- Wickepin Harrismith Rd – we have completed the lime stabilization works and placing the gravel lift in ready for the cement stabilisation. At this stage this will commence around 6 December 2019.
- BlackSpot Wickepin – Harrismith Rd - the culverts are in and ready for headwalls.
- BlackSpot Collins St – one culvert in and will do the next one in January 2020. Will need to close the road as we have to install a complete new culvert across the road.

Maintenance Works

- Maintenance is on hold at this stage, will address complaints only.
- Pothole patching - we had Narrogin in with the jet patcher and it is booked in 17 December for two days works.
- Signage maintenance - on going.
- Harrismith Hall - we are working on this at the present time and will be for the next month.
- Trees removed on Fleay Rd.

Occupational Health and Safety

- Lost time injury – one, Couper Spark pain in his back and leg.
- No plant incidents for the month.

Workshop

- Ongoing servicing, minor mechanical works as Rob Clement is not on full duties yet.

Parks and Gardens

- General mowing and whipper snipping on going.
- Walk trail maintenance on going.
- General maintenance at Lake Yealering and Harrismith.

Plant and Equipment

- WK1915 Hino Truck is back from City Panels and looks new.
- Bobcat fixed and working well.
- The backhoe and truck E quotes are out.
- I have received my new ute.
- Supervisors new ute has been delivered.

Other Information

- Backhoe E Quotes are in and I recommended that we go with the Cat backhoe because of the price and service and what the operator preferred.
- Truck 18 tonne E Quotes are in and I recommended to go with Hino truck as we stick with one brand with servicing and we have no problems with the Hino tuck fleet that we have at present time. Also it is an automatic gear box.
- Zero tune mower I recommended to go with the John Deer by Beacon Equipment.

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 12 November 2019.

Voting Requirements: Simple majority.

TECHNICAL SERVICES**10.1.02 – EQuotes – Supply Of One Heavy Duty Zero Turn Mower**

Submission To:	Ordinary Council
Location/Address:	Whole of Shire
Name of Applicant:	Mark Hook, Chief Executive Officer
File Reference:	ED.LIA.805
Author:	Mark Hook, Chief Executive Officer
Disclosure of any Interest:	Nil
Date of Report:	12 November 2019

Enclosure/Attachments:

Equotes from the following companies.

1. Beacon Equipment via Agricultural & Turf Machinery & General Power Eqp
2. John Deere Limited via Agricultural & Turf Machinery & General Power Eqp
3. T-Quip via Agricultural & Turf Machinery & General Power Eqp

Summary:

Council is being requested to accept the WALGA Equote supplied by Beacon Equipment for a John Deere Z997R Diesel W 182.88cm 7 gauge side discharge deck at a changeover price of \$25,809.12 GST exclusive. This includes trading council's existing 2002 Toro 223 Front Deck Mower WK 642 for \$1,100.

Background:

The Manager of Works requested tenders for the supply of one Heavy Duty Zero Turn Mower as per the 2019/2020 Plant Replacement Budget. Tenders were submitted via the WALGA Preferred Supplier E Quotes System.

Following are the specifications loaded into WALGA Equotes.

SHIRE OF WICKEPIN REQUEST FOR WALGA E-QUOTE

REQUEST FOR QUOTATION

Supply & Delivery of One (1) Heavy Duty Zero Turn Mower

Request for Quotation (RFE)	<i>Supply & Delivery of One (1) Heavy Duty Zero Turn Mower</i>
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Deadline	4pm Friday 25 th October 2019
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Address for Delivery	SHIRE OF WICKEPIN WOGOLIN ROAD WICKEPIN WA 6370
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E-Quote Number	2019--011
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REQUEST FOR QUOTATION

Supply & Delivery of One (1) Heavy Duty Zero Turn Mower

SCOPE OF QUOTATION

1. DESCRIPTION OF ITEM

The supply and delivery of one (1) Heavy Duty Zero Turn Mower

The new machine shall be supplied to the Shire of Wickepin and shall conform to the following specifications and conditions. Submissions shall include full and complete details of all specifications and features regarding the vehicle offered.

The quote includes the trade-in of the Shire's current Toro 223. Detail of this machine is given in Clause 7. The Council is offering this machine as a trade-in.

2. SPECIFICATIONS

<i>Mower</i>	<i>Complies Yes / No</i>	<i>Comment</i>
Engine – diesel minimum 26 kw (35p) Tier 4 compliant		
Fuel should be sufficient to operate for a full day (40 litres minimum)		
Park Brake – Disc type hand activated		
Dual-element Air cleaner with restriction indicator		
Hydrostatic Transmission direct coupled to engine		
Wet clutch PTO with modulated engagement		
Angled Paddled Operating leavers with controls built in to raise and lower deck to allow operator to keep both hands steering whilst operating deck		
Hour meter, glow indicator, high temp, oil pressure & alternator indicator, indicator		
AM/FM Radio, mp3 player, with usb ports to be fitted with aerial and speakers all to be waterproof		
Weight Adjustable Deluxe Suspension seat with padded arm rests and seat belt		
ROPS with sun shade		
Rear Tyres – Radial Type 24x12-12		

Castor Wheels 15x6-6 at front		
Amber Beacon		
Sign written with Shire Logo		
<i>Cutting Deck</i>	<i>Complies Yes / No</i>	<i>Comment</i>
72-in. (183-cm) side-discharge mower deck (7Gauge minimum thickness 4.5 mm). Heavy Duty spindles		
Replaceable wear strip on “cutting edge side” of mower and reinforced bullnose on front of cutting deck. Discharge chute to be heavy duty rubber		
Easy Height adjustable cutting range from operators’ seat with no tools required		
Access to all belts , PTO shaft and grease nipples without tools		
Front and rear anti scalp wheels and rollers to be fitted to deck.		
Polyurethane protective deck coating 3mm minimum to be sprayed to complete underside of cutting deck.		
Warranty Period		
Licensing included		
Operators Manual – Hard and E-Copy		
Operator Training to be provided at handover		

4. DELIVERY AND INSPECTION

The supplier shall supply a date for the delivery of the new machine complete as specified and offered and ready for immediate use to the Shire of Wickepin’s depot.

Suppliers shall take into account any possible delay in delivery of the new machine and factor this into their price. Council will not be liable for price increases or wear and tear on the trade-in machine should an extended delay in delivery be encountered.

If requested, the supplier shall make the machine offered in their submission available for a demonstration and/or inspection by Council’s Works Manager prior to the acceptance of any quote.

The machine will be deemed as accepted when the Works Manager or his representative has inspected it, completed all operating tests and is satisfied that the machine is complete as specified and ready for immediate use.

5. PRODUCT WARRANTY

The supplier shall outline all warranty and defect replacement details with the submission of the quotation documents. Please note the option for pricing on an extended warranty.

6. PRODUCT STANDARD

The product will be to a standard commensurate with all relevant specifications and standards currently in place in Western Australia. At the request of the Works Manager the contractor will supply appropriate details to confirm and verify the product standard in accordance with those specifications.

7. TRADE-IN MACHINE

The machine offered for trade-in in this quotation is a Toro 223 front deck mower this machine is offered on a 'as is where is' basis. Inspection of the machine can be arranged by contacting Council's Works Manager, Gary Rasmussen on 0429 882 871.

Council will continue to utilise the trade-in machine until such time as the replacement machine is supplied and accepted. It is the responsibility of the supplier to price in a factor for usage in that above-mentioned period.

8. SELECTION CRITERIA

The following criteria will be taken into consideration in determining the successful Supplier:

- Price.35%
- The demonstrated ability of the Company to supply the machine on time and with all requested options and extras.10%
- Demonstrated ability of the machine being offered to carry out the works required by the Shire of Wickepin.10%
- Demonstrated experience with after sales support and on-site service of the machine. 10%
- Operators feedback for demonstration day 35%

Please note that the Shire of Wickepin will not be submitting a price for any part of this quote as per the *Local Government (Functions & General Regulations) Clause 14(4) (d)*.

9. LODGEMENT/ACCEPTANCE OF QUOTE

Quotes are to be received no later than 4pm Friday 25th October 2019.

Quotation shall be valid for 6 months after lodgement date above.

Council shall not be bound to accept the lowest or any quotation.

The quote is deemed to be accepted when Council emails written notification of such acceptance to the successful Supplier.

The Equote was forwarded to the following companies.

1. Beacon Equipment via Agricultural & Turf Machinery & General Power Eqp
2. E & MJ Rosher Pty Ltd via Agricultural & Turf Machinery & General Power Eqp
3. John Deere Limited via Agricultural & Turf Machinery & General Power Eqp
4. T-Quip via Agricultural & Turf Machinery & General Power Eqp

Comments:

WALGA Equotes have been received from three companies and were evaluated using the evaluation sheet that has been included in this report.

- tenders are to arrive at the Shire of Wickepin admin office marked "Tender"; and
- tenders to close not less than 14 days prior to an ordinary meeting of Council.

Financial Implications:

The changeover figures in the adopted budget for 2019/2020 are as follows

Replace P664 – WK 642, 2002 Torro Ride on Mower	40,000
Trade P664 – WK 642, 2002 Torro Ride on Mower	11,000
Nett Change Over	\$30,000

The net changeover for the purchase of the John Deere Z997R Diesel W 182.88cm 7 gauge side discharge deck is \$25,809.12 GST Exclusive. This includes trading Council existing 2002 Toro 223 Front Deck Mower WK 642 for \$1,100 this is \$14,190.88 under the 2019/2020 Budget Estimates.

Strategic Implications:

infrastructure

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

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

Recommendations:

That Council accept the WALGA Equote supplied by Beacon Equipment for a John Deere Z997R Diesel W 182.88cm 7 gauge side discharge deck at a changeover price of \$ 25,809.12 GST Exclusive. This includes trading Council existing 2002 Toro 223 Front Deck Mower WK 642 for \$1,100.

Voting Requirements:

Simple majority.

TECHNICAL SERVICES**10.1.03 – EQuotes – Supply Backhoe Loader and Attachments**

Submission To:	Ordinary Council
Location/Address:	Whole Shire
Name of Applicant:	Mark Hook, Chief Executive Officer
File Reference:	ED.LIA.805
Author:	Mark Hook, Chief Executive Officer
Disclosure of any Interest:	Nil
Date of Report:	11 November 2019

Enclosure/Attachments:

Tender Documents Received from:

1. ADT Western Australia
2. CNH Australia McIntosh and Sons
3. JCB Construction Equipment
4. WesTrac Pty Ltd

Summary:

Council is being requested to accept the WALGA Equote supplied by WesTrac Pty Ltd for a New Caterpillar 444F Backhoe Loader (Equal Wheel, 4 Wheel Steer) as per quote 55373 with the additional option of a supply and install auto lube at a changeover price of \$166,980.43 GST exclusive. This includes trading council's existing 2012 Volvo BL71B Backhoe Rego WK475 for \$52,000 GST exclusive.

Background:

The Manager of Works requested tenders through the WALGA E Quotes system for the Supply & Delivery of One (1) Backhoe Loader and attachments. Following are the specifications loaded into WALGA Equotes.

SHIRE OF WICKEPIN REQUEST FOR WALGA E-QUOTE

REQUEST FOR QUOTATION

Supply & Delivery of One (1) Backhoe Loader and Attachments.

Request for Quotation (RFE)	<i>Supply & Delivery of One (1) Backhoe Loader and Attachments.</i>
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Deadline	4pm Friday 25 th October 2019
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Address for Delivery	SHIRE OF WICKEPIN WOGOLIN ROAD WICKEPIN WA 6370
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E-Quote Number	2019-010
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SHIRE OF Wickepin**REQUEST FOR QUOTATION*****Supply & Delivery of One (1) Back Hoe Loader*****SCOPE OF QUOTATION****1. DESCRIPTION OF ITEM**

The supply and delivery of One (1) new Back Hoe Loader.

The new machine shall be supplied to the Shire of Wickepin and shall conform to the following specifications and conditions. Submissions shall include full and complete details of all specifications and features regarding the vehicle offered.

The quote includes the trade-in of the Shire's current 2012 Volvo Back Hoe BL71B. Detail of this machine is given in Clause 7. The Council is offering this machine as a trade-in.

2. SPECIFICATIONS***2.1 General Specifications***

The machine shall comply with the following specifications.

1. Operating Weight – between 7 to 12 tonne. The machine must be suitable for full road registration in Western Australia.
2. The machine's maximum width is such that it will not be considered over width for registration or transport purposes. It must be approved for day and night operation.
3. Engine – Diesel powered with a minimum rating of 70 Kw to 90 Kw. Engine must be compliant with emission requirements.
4. Double element air cleaner with pre cleaner.
5. Extending dipper with and front fitted with Quick hitches
6. 4 in one bucket with cutting edge and teeth and bucket capacity of 1.2 m³ plus.
7. All Attachments that Shire has, forks and log grab are to be modified to adapt to new quick hitch by supplier
8. Range of 3 buckets for backhoe
 1. Mud bucket 1x1.8meters width with cutting edge bolt on
 2. 1x 700mm width with teeth and cutting cheeks bolt on
 3. 1x300mm width with teeth
9. Four wheel steering system.

10. Travel speed of 37 km +
11. Loader Brake out force to be about 5,000kg.
12. Back hoe tear out about 5,500 kg.
13. 80ch uhf radio to be fitted with aerial
14. Hydraulic and engine systems to be monitored with minimum of audible and visual fault warning system.
15. Master switch electrical disconnect and emergence stop.
16. Auto grease system.as An option
18. Hose burst protection and crane valves.
19. Include price for standard warranty and outline what is covered.
20. Include optional pricing for extended warranty – i.e. 72 months/7,000 hours, covering travel, labour and parts.
21. Spare tyre and rim.
22. Operators cab to have factory integrated air conditioning. Fully adjustable suspension seat with arm rests air operated, adjustable steering wheel and or column, tinted windows, suitable access for 12v power output for two way radios etc. and noise levels for the operator below 78db.
23. Radio, mp3 player, with usb ports to be fitted with aerial
24. Canvas heavy duty seat cover.
25. Reversing alarm and camera to be fitted.
26. Work lights front and rear to be fitted. All lights are to be LED
27. Fuel tank to be minimum 120 + litres.
28. Flashing beacon LED and to meet work safe standards x 2 to be fitted left and right side of roof of cab
29. Signwriting showing 'Shire of Wickepin' on each side of machine.
30. Safe working load on boom and loader arms.
31. Parts manuals.
32. Workshop manuals.
33. Operators manuals.
34. Two set of keys.

2.2 Additional Information

The specifications listed above to be taken as minimum criteria only. Submissions that exceed or come under these specifications will still be considered and determined by the Works Manger if they are accepted or not

Suppliers are requested to ensure quote includes the following items:

1. Hose burst protection or crane valves including safe working load signage of lifting point.
2. Approved Crane lifting points to be identified with red paint where the D shackles can be attach to for lifting pipe and materials. One situated on the back hoe also one situated top inside of front bucket

3. REGISTRATION DETAILS

The machine shall be licensed to the 30th June 2020. All costs associated with the registration of the vehicle will be met by the supplier. Council wants to retain original number plates which is on the current back hoe So a plate change on the day of delivery will be needed this is a part of associated cost

4. DELIVERY AND INSPECTION

The supplier shall supply a date for the delivery of the new machine complete as specified and offered and ready for immediate use to the Shire of Wickepin's depot.

Suppliers shall take into account any possible delay in delivery of the new machine and factor this into their price. Council will not be liable for price increases or wear and tear on the trade-in machine should an extended delay in delivery be encountered.

If requested, the supplier shall make the machine offered in their submission available for a demonstration and/or inspection by Council's Works Manager prior to the acceptance of any quote.

The machine will be deemed as accepted when the Works Manager or his representative has inspected it, completed all operating tests and is satisfied that the machine is complete as specified and ready for immediate use.

5. PRODUCT WARRANTY

The supplier shall outline all warranty and defect replacement details with the submission of the quotation documents. Please note the option for pricing on an extended warranty.

6. PRODUCT STANDARD

The product will be to a standard commensurate with all relevant specifications and standards currently in place in Western Australia. At the request of the Works Manager the contractor will supply appropriate details to confirm and verify the product standard in accordance with those specifications.

7. TRADE-IN MACHINE

The machine offered for trade-in in this quotation is a 2012 Volvo Backhoe BL71B Rego WK 475. This machine is offered on a 'as is where is' basis. Inspection of the machine can be arranged by contacting Council's Works Manager, Gary Rasmussen on 0429 882 871.

Council will continue to utilise the trade-in machine until such time as the replacement machine is supplied and accepted. It is the responsibility of the supplier to price in a factor for usage in that above-mentioned period.

8. SELECTION CRITERIA

The following criteria will be taken into consideration in determining the successful Supplier:

- Price.35%
- The demonstrated ability of the Company to supply the machine on time and with all requested options and extras.10%
- Demonstrated ability of the machine being offered to carry out the works required by the Shire of Wickepin.10%
- Demonstrated experience with after sales support and on-site service of the machine. 10%
- Operators feedback for demonstration day 35%

Please note that the Shire of Wickepin will not be submitting a price for any part of this quote as per the *Local Government (Functions & General Regulations) Clause 14(4) (d)*.

9. LODGEMENT/ACCEPTANCE OF QUOTE

Quotes are to be no later than 4pm Friday 25th October 2019

Quotation shall be valid for 6 months after lodgement date above.

Council shall not be bound to accept the lowest or any quotation.

The quote is deemed to be accepted when Council emails written notification of such acceptance to the successful Supplier.

PRICE SCHEDULE

All pricing must include GST.

QUOTATION

New Plant type with buckets	Price ex GST	Price gst
Trade in machine		
Volvo Backhoe BL71B		
Total		

The Equote was forwarded to the following companies.

1. ADT Western Australia Pty Ltd via Plant Machinery Equipment
2. BT Equipment Pty Ltd t/a Tutt Bryant Equipment via Plant Machinery Equipment
3. CEG Distributions Pty Ltd via Plant Machinery Equipment
4. CJD Equipment Pty Ltd via Plant Machinery Equipment

5. Clark Equipment Sales Pty Ltd via Plant Machinery Equipment
6. CNH Australia (Case) via Plant Machinery Equipment
7. CONPLANT PTY LTD via Plant Machinery Equipment
8. G.C.M. AGENCIES PTY LTD via Plant Machinery Equipment
9. GCM Enviro Pty Ltd via Plant Machinery Equipment
10. Hitachi Construction Machinery (Australia) Pty Ltd via Plant Machinery Equipment
11. Hoppt Australia Pty Ltd via Plant Machinery Equipment
12. JCB Construction Equipment Australia via Plant Machinery Equipment
13. KOBELCO CONSTRUCTION MACHINERY AUSTRALIA PTY LTD via Plant Machinery Equipment
14. Komatsu Australia (previously known as Komatsu Australia Pty Ltd) via Plant Machinery Equipment
15. Kubota Australia via Plant Machinery Equipment
16. Liebherr-Australia Pty Ltd via Plant Machinery Equipment
17. New Holland Agriculture and Construction via Plant Machinery Equipment
18. Porter Equipment Australia Pty Ltd via Plant Machinery Equipment
19. Semco Equipment Sales via Plant Machinery Equipment
20. Wacker Neuson P/L via Plant Machinery Equipment
21. WesTrac Pty Ltd via Plant Machinery Equipment

Comments:

WALGA Equotes have been received from four companies and were evaluated using the evaluation sheet that has been included in this report.

Shire of Wickepin WALGA Equotes Received														
TENDER EVALUATIONS - BACKHOE- 2019										Options				
Tenderer	Make & Model	Power	Weight	Bucket	4wd	Transmission	Price Ex GST	Trade volvo BL71B	Net Price Ex GST	Auto Grease Factory	Standard Warranty	Extended Warranty		
												Driveline 3yrs 6000 h	Components 3yrs 6000 hrs	Full Machine 3yrs 6000 hrs
AADT	Hydrema 906F Sideshift Articulated Backhoe Loader	90kw 122hp	9200kg	4 in 1 1.4m3	Yes	Fully automatic 6 forward 3 reverse	\$ 313,738	\$ 31,000	\$ 282,738	\$ 12,282	12 mths 2000 hrs	\$ 6,000	\$ 9,000	\$ 12,000
AADT	Hydrema 926F Sideshift Articulated Backhoe Loader	108kw 145hp	9500kg	4 in 1 1.7m3	Yes	Fully automatic 6 forward 3 reverse	\$ 340,000	\$ 31,000	\$ 309,723	\$ 12,282	12 mths 2000 hrs	\$ 7,000	\$ 10,000	\$ 14,000
CNH Australia McIntosh & Son	Case 695 ST	82kw 110hp	8840kg	4 in 1 1.15m3		Full powershift 4 forward 3 reverse	\$ 191,600	\$ 45,000	\$ 146,600	Not included	3 Year 3000 hrs included	Not included	Not included	Not included
Hitachi Construction	No Offer Made													
JCB	JCB 5CX	74.6kw 100hp	9810kg	4 in 1 1.4m3		6 speed autoshift	\$ 212,900	\$ 36,000	\$ 176,900	\$ 9,500	12 mths 2000 hrs	4.31 (per Hour)		
WesTrac Pty Ltd	Caterpillar 444F2	74.5kw 101hp	9606kg	MP 1.3m3	AWD	Autoshift 6 forward 3 reverse	\$201,900.88	\$57,200.00	\$149,900.88	\$ 17,079.55	60mth 5000 hrs	Not included	Not included	Not included

The net changeover for the purchase of the Caterpillar 444F2 Backhoe with auto grease option is \$166,980.43. This is \$13,019.57 under the 2019/2020 Budget Estimates.

Strategic Implications:

infrastructure

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

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

Recommendations:

That council accept the WALGA Equote supplied by WesTrac Pty Ltd for a New Caterpillar 444F Backhoe Loader (Equal Wheel, 4 Wheel Steer) as per quote 55373 dated 25/10/2019, with the option of supply and install auto lube at a changeover price of \$166,980.43 GST exclusive. This includes trading council's existing 2012 Volvo BL71B Backhoe Rego WK475 for \$52,000 GST exclusive.

Voting Requirements: Simple majority.

TECHNICAL SERVICES**10.1.04– Replacement of Isuzu Tip Truck WK2433**

Submission To:	Ordinary Council
Location/Address:	Whole Shire
Name of Applicant:	Mark J Hook, Chief Executive Officer
File Reference:	PS.TEN.2110
Author:	Mark Hook, Chief Executive Officer
Disclosure of any Interest:	Nil
Date of Report:	11 November 2019

Enclosure/Attachments:

Tender documents received from:

1. Fuso Truck and Bus
2. Hino Motor Sales
3. Southwest Isuzu
4. DAF Trucks
5. UD Trucks

Summary:

Council is being requested to accept the Equote from Hino Motor Sales Australia Pty Ltd Quote number Q22048 for a Hino FG 1628 Medium Long Auto Model FG8JM1A – WHU as per Request for WALGA Equote 2019-003 at a changeover price of \$120,150.91 GST exclusive.

Background:

In the 2019/2020 Budget Estimates, council included within the plant replacement program the replacement of P2433 - WK2433, 2017 Isuzu Tip Truck.

The Manager of Works requested tenders through the WALGA E Quotes system for the Supply & Delivery of One (1) Truck Tipper GVM 16,500 KG and GCM 32,000 KG.

Following are the specifications loaded into WALGA Equotes.

SHIRE OF WICKEPIN REQUEST FOR WALGA E-QUOTE

REQUEST FOR QUOTATION

SUPPLY & DELIVERY OF ONE (1) TRUCK TIPPER GVM 16,500 KG AND GCM 32,000 KG

Request for Quotation (RFQ)	<i>Supply & Delivery of One (1) Truck Tipper GVM 16,500 KG and GCM 32,000 KG</i>
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Deadline	4pm Friday 25 th October 2019
Address for Delivery	SHIRE OF WICKEPIN WOGOLIN ROAD WICKEPIN WA 6370
E-Quote Number	2019-003

SHIRE OF Wickepin

REQUEST FOR QUOTATION

Supply & Delivery of One (1) Truck Tipper GVM 16,500 KG and GCM 32,000 KG

SCOPE OF QUOTATION

1. DESCRIPTION OF ITEM

The supply and delivery of One (1) New Truck Tipper GVM 16500 KG

The new machine shall be supplied to the Shire of Wickepin and shall conform to the following specifications and conditions. Submissions shall include in full and complete details of all specifications and features regarding the vehicle offered.

The quotation includes the trade-in of the Shire's current 2017 Isuzu Truck. Detail of this machine is given in Clause 7. The Council is offering this machine as a trade-in.

2. SPECIFICATIONS

2.3 General Specifications

The machine shall comply with the following specifications.

2. Operating Weight – between 16,500 KG to 17000kg. The machine must be suitable for full road registration in Western Australia.
2. The machine's maximum width is such that it will not be considered over width for registration or transport purposes. It must be approved for day and night operation.
3. Engine – Diesel powered with a minimum rating of 191 Kw to 240 Kw. Engine must be compliant with emission requirements.
4. Double element air cleaner.
5. End tip and side tip combination 3 way tip operated from cab of truck

6. Hydraulic Hoist Ram capable to lift 60 ton
7. Tray body sides operated by Hydraulic rams operated form cab of tuck
8. Rear tailgate be able to swing and to be able pined to the side and removable. In rear tipper mode tailgate is have a release system by air ram operated form cab of tuck
9. Tool Box mounted on the chassis between the cab and tipper body tool box is to be L 800mm x W 800mm x H 900mm With 3 drawers at 100mm deep at L 795mm x W 795 mm on heavy duty bearing sliding rails lockable. Also two shelves at 300mm between them with 10mm up turned lip on the front of shelves with one key locking door opening towards the back of truck which is the same size of tool box
10. The size of tray and tipping body L 4500 mm x W 2500mm H 750 mm the back wall is to cover the cab in height with a tray height 1400 mm of the ground closer to the ground if possible
11. Tow point pintle hook setup for 16 ton
12. Air point for trailer and ABS fitting & seven pin plug
13. External Sun visor & stone guard
14. Master switch electrical disconnect and emergence stop.
15. Spare tyre and rim.
16. Operators cab to have factory integrated air conditioning. Fully adjustable suspension seat with arm rests air operated, adjustable steering wheel and or column, tinted windows, suitable access for 12v power output for two-way radios etc. and noise levels for the operator below 78db.
17. Radio CD USB player, to be fitted with aerial & 80ch uhf radio to be fitted with aerial
18. Canvas heavy-duty seat covers.
19. Reversing alarm and camera to be fitted.
20. Fuel tank to be minimum 300 + litres.
21. Flashing beacon LED and to meet work safe standards x 2 to be fitted left and right side of roof of cab .
22. Parts manuals.
23. Workshop manuals.

24. Operators manuals.
25. Two set of keys.

2.4 Additional Information

The specifications listed above to be taken as minimum criteria only. Submissions that exceed or come under these specifications will still be considered and determined by the works manger if they are accepted or not

Suppliers are requested to ensure quote includes the above items:

4. REGISTRATION DETAILS

The machine shall be licensed to the 30th June 2020. All costs associated with the registration of the vehicle will be met by the supplier. Council wants to retain original number plates which is on the current truck plate change on the day of delivery will be needed this is a part of associated cost

4. DELIVERY AND INSPECTION

The supplier shall supply a date for the delivery of the new truck completed to specification's and offered and ready for immediate use at the Shire of Wickepin's depot.

Suppliers shall take into account any possible delay in delivery of the new machine and factor this into their price. Council will not be liable for price increases or wear and tear on the trade-in machine should an extended delay in delivery be encored.

If requested, the supplier shall make the machine offered in their submission available for a demonstration and/or inspection by Council's Works Manager prior to the acceptance of any quote.

The machine will be deemed as accepted when the Works Manager or his representative has inspected it, completed all operating tests and is satisfied that the machine is complete as specified and ready for immediate use.

5. PRODUCT WARRANTY

The supplier shall outline all warranty and defect replacement details with the submission of the quotation documents. Please note the option for pricing on an extended warranty.

6. PRODUCT STANDARD

The product will be to a standard all relevant specifications and standards currently in place in Western Australia. At the request of the Works Manager the contractor will supply appropriate details to confirm and verify the product standard in accordance with those specifications.

7. TRADE-IN MACHINE

The machine offered for trade-in in this quotation is a 2017 Isuzu Tare 3500kg AGG 6500 kg GVM the current kilometres are 47700. This machine is offered on a 'as is where is' basis. Inspection of the machine can be arranged by contacting Council's Works Manager, Gary Rasmussen on 0429 882 871.

Council will continue to utilise the trade-in machine until the replacement machine is supplied and accepted. It is the responsibility of the supplier to price in a factor for usage in that above-mentioned period.

8. SELECTION CRITERIA

The following criteria will be taken into consideration in determining the successful Supplier:

- Price.60%
- Demonstrated experience with after sales support and on-site service of the machine. 10%
- Operators feedback form demonstration up to 30%

Please note that the Shire of Wickepin will not be submitting a price for any part of this quote as per the *Local Government (Functions & General Regulations) Clause 14(4) (d)*.

9. LODGEMENT/ACCEPTANCE OF QUOTE

Quotes are to be no later than 4pm Friday 25th October 2019.

Council shall not be bound to accept the lowest or any quotation.

The quote is deemed to be accepted when Council emails written notification of such acceptance to the successful Supplier.

Price Schedule

All pricing must include GST.

QUOTATION

New Truck type & body plus toolbox	Price ex GST	Price gst
Trade in machine		
2017 Isuzu Tare 3500kg		
Total		

Comments:

As per council's purchasing policy 2.1.17 TENDERS OF BUDGETED ITEMS the Manager of Works requested Equotes from the following suppliers:

1. Dennis Eagle - Australia via Trucks & Associated Equipment
2. Fuso Truck and Bus via Trucks & Associated Equipment
3. Hino Motor Sales Australia Pty Ltd (previously known as Hino Motor Sales Australia) via Trucks & Associated Equipment
4. Isuzu Australia Limited via Trucks & Associated Equipment (has responded)
5. IVECO Trucks Australia via Trucks & Associated Equipment
6. Mack Trucks via Trucks & Associated Equipment
7. Mercedes-Benz Trucks via Trucks & Associated Equipment
8. PACCAR DAF via Trucks & Associated Equipment (has responded)
9. UD TRUCKS a division of Volvo Group Australia via Trucks & Associated Equipment (has responded)
10. Volvo Trucks - Volvo Group Australia Pty Ltd via Trucks & Associated Equipment

11. Western Star Trucks Australia via Trucks & Associated Equipment

WALGA Equotes have been received from five companies and were evaluated using the evaluation sheet that has been included in this report.

	Daimler Trucks Perth	Hino Motor sales Australia Pty Ltd	South West Isuzu	South West Isuzu	DAF Trucks	UD Trucks
	2019 Fuso Fighter 1627 FM65FS2RFAK cab/chassis with accessories	FG1628 Medium Long Auto Model FG8JM1A-WHU	Isuzu FVRJF-S18 FVR 165-260 Auto MWLB	Isuzu FVRJF-R18 FVR 165-260 MWB	DAF FACF75	Croner PK 18 N 280 HP 6 Speed Automatic Spring Suspension
Delivery time	10-12 Weeks				7 Months	Late January 2020
Price inclusive of options	137,590	151,060	154,210	147,430	230,000	149,841
Sun visor	Included in price	950	1,500	1,500	Included in price	1500
Stone guard	Included in price	650	Included with sun visor	Included with sun visor	Included in price	Included with sun visor
Window Tint	Included in price	280			Included in price	300
Canvas Seat Covers	Included in price	380	450	450	Included in price	350
Reverse Camera to MMC	Included in price	Included in price	900	900	Included in price	Included in price
Work shop and parts manuals	Included in price	2,900	800	800	Included in price	1,600
Body	Included in price	29,100 Rolsteel	42,200 ORH Truck Solutions	43,000	Included in price	39,700 ORH Truck Solutions
PTO for Auto	Included in price	1,500	Included in price	Included in price	Included in price	Included in price
Tool Box on Chassis	Included in price	500	Included in price	Included in price	Included in price	Included in price
Tool box between cab and body	Included in price	3,800	Included in price	Included in price	Included in price	Included in price
Heavy Duty Pintle Hook 16T	Included in price	1,550	Included in price	Included in price	Included in price	Included in price
Hand and foot air trailer brakes	Included in price	1,550	Included in price	Included in price	Included in price	Included in price
ABS Plug	Included in price	500	Included in price	Included in price	Included in price	Included in price

Two LED Beacon on Ski Bar	Included in price	1,350	Included in price	Included in price	Included in price	Included in price
Emergency Stop	Included in price	550	600	600	Included in price	1,450
UHF Radio	Included in price	750	1,250	1,250	Included in price	1,291
Extra Keys			300	300	Included in price	
Dealer Delivery	Included in price					
Less Trade WK2433 2017 Isuzu Tip Truck	31,900	30,909.09	35,573.64	35,611.82	38,000	31,818
Change Over GST Inclusive	105,690	120,150.91	118,636.36	111,818.18	192,000	118,023

Other Options Available

	Fuso Truck and Bus
	FG1628 Medium Long Auto Model FG8JM1A-WHU
5 year 300,000km Warranty	3,100
FG1628 Long Manual (Deduct)	Less 4,900
ORH Body	Add 1,290
CPG Body	Add 8,800
PTE Body	Add 20,530
P & G Body	Add 23,500

The net changeover for the purchase of the Hino FG1628 Medium Long Auto Model FG8JM1A-WHU is \$120,150.91 which is \$5,150.91 over budget. This is able to be made up from the savings of the Backhoe and the Mower which have both come under budget.

Strategic Implications:

infrastructure

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

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

Recommendations:

That council accept the Equote from Hino Motor Sales Australia Pty Ltd Quote number Q22048 for a Hino FG 1628 Medium Long Auto Model FG8JM1A – WHU as per Request for WALGA Equote 2019-003 at a changeover price of \$120,150.91 GST exclusive.

Voting Requirements: Simple majority.

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

Submission To:	Ordinary Council
Location / Address:	Whole Shire
Name of Applicant:	Erika Clement
File Reference:	FM.FR.1212
Author:	Dianne Barry – Finance Officer
Disclosure of any Interest:	Nil
Date of Report:	11 November 2019

Enclosure/Attachments: List of Accounts.

Summary:

List of Accounts remitted during the period from 1 October, 2019 to 31 October, 2019

Municipal Account	Vouchers	Amounts
EFT	9815-9844, 9852-9872, 9879-9906	\$ 206,410.49
Cheques	15634-15636, 15743-15746	\$ 21,043.48
Payroll	October	\$ 74,221.00
Superannuation	October	\$ 12,553.17
Credit Card	October	\$ 3,306.29
Direct Deductions	October	1,950.03
Licensing	October	\$ 17,016.55
	October Total	\$ 336,501.01
Trust		
EFT	9873-9878	\$1,100.00
Cheques		
	October Total	\$1,100.00
	Total for October	\$337,601.01

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 \$337,601.01 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.

GOVERNANCE, AUDIT AND COMMUNITY SERVICES

10.2.02 – Financial Report

Submission To:	Ordinary Council
Location / Address:	Whole Shire
Name of Applicant:	Erika Clement – Acting Chief Executive Officer
File Reference:	FM.FR.1212
Author:	Erika Clement – Acting Chief Executive Officer
Disclosure of any Interest:	Nil
Date of Report:	13 November 2019

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 31 October 2019 as presented be received.

Voting Requirements: Simple majority.

SHIRE OF WICKEPIN
MONTHLY FINANCIAL REPORT
For the Period Ended 31 October 2019

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

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Shire of Wickepin**Compilation Report**

For the Period Ended 31 October 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 31 October 2019 of \$2,211,017.

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

Preparation

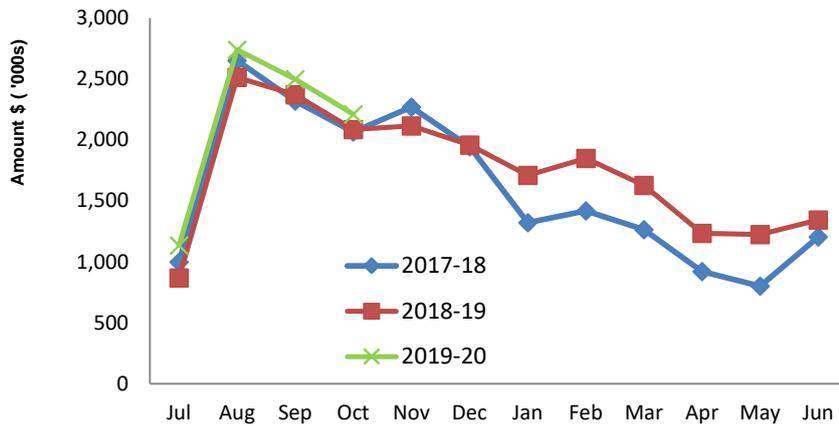
Prepared by: Erika Clement Finance Manager

Date prepared: 13-Nov-19

Reviewed by: Mark Hook CEO

Shire of Wickepin
Monthly Summary Information
 For the Period Ended 31 October 2019

Liquidity Over the Year (Refer Note 3)



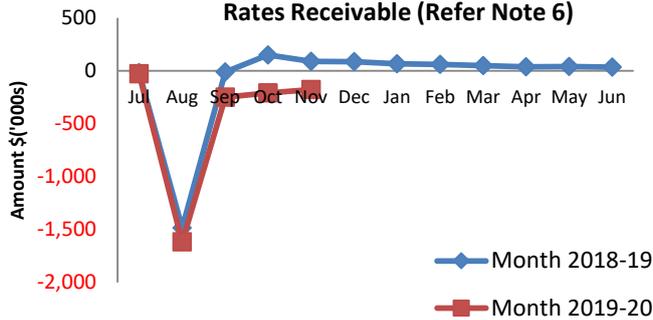
Cash and Cash Equivalents as at period end

Unrestricted	\$ 2,277,576
Restricted	\$ 2,102,637
	\$ 4,380,213

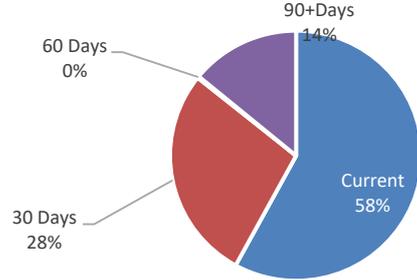
Receivables

Rates	\$ 159,036
Other	\$ 5,252
	\$ 164,288

Rates Receivable (Refer Note 6)



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



Comments

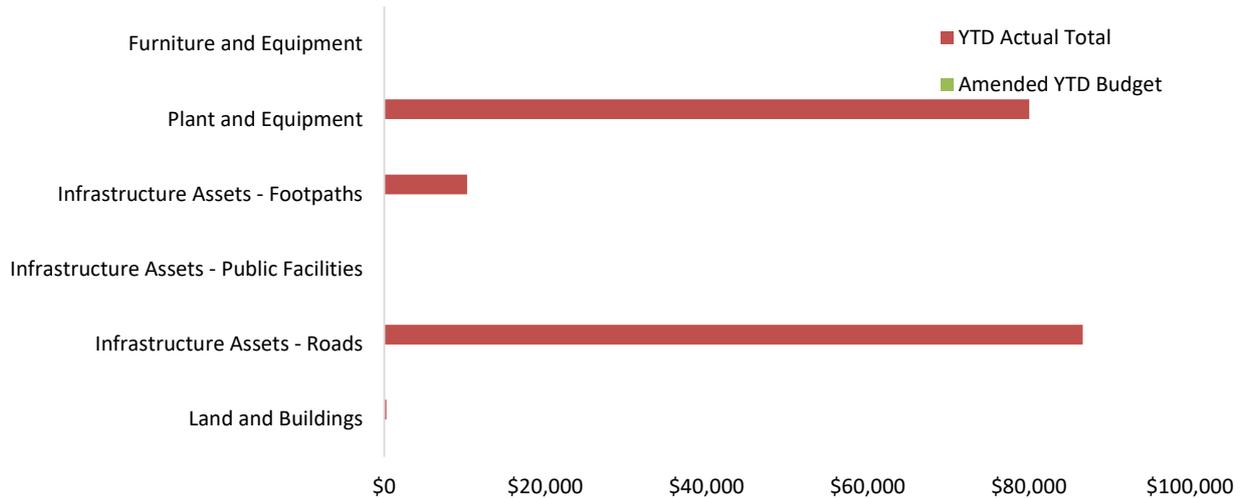
Unrestricted cash includes the following payments in advance

19/20 FESA paid in advance	\$14,767
19/20 Grants Commission - General	\$540,503
19/20 Grants Commission - Roads	\$283,944
Amounts paid in advance	\$839,214

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

Shire of Wickepin
Monthly Summary Information
 For the Period Ended 31 October 2019

Capital Expenditure Program YTD (Refer Note 13)



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



Comments

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

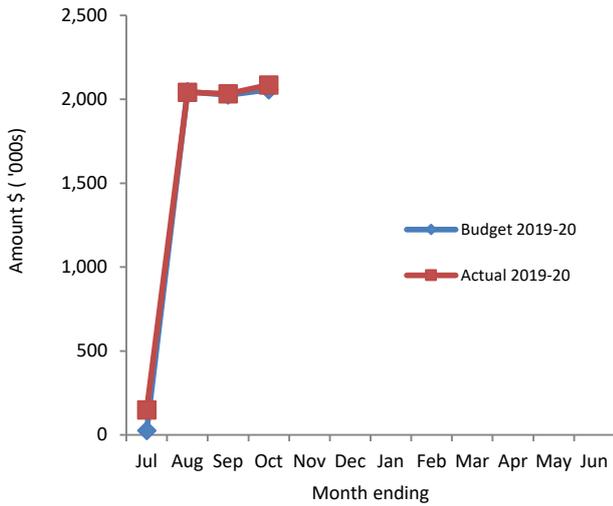
Shire of Wickepin

Monthly Summary Information

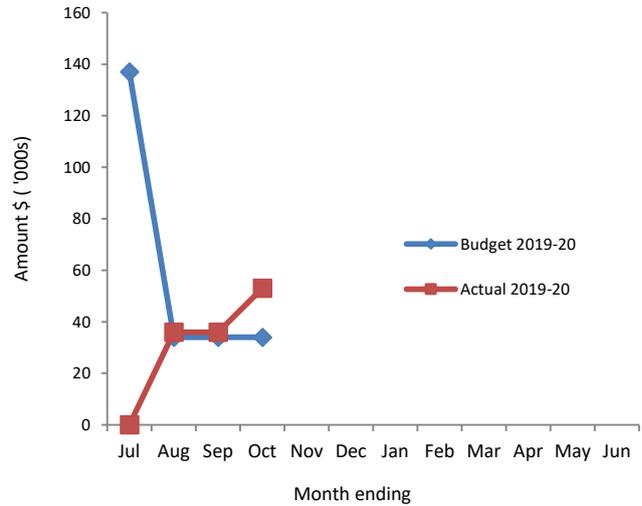
For the Period Ended 31 October 2019

Revenues

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

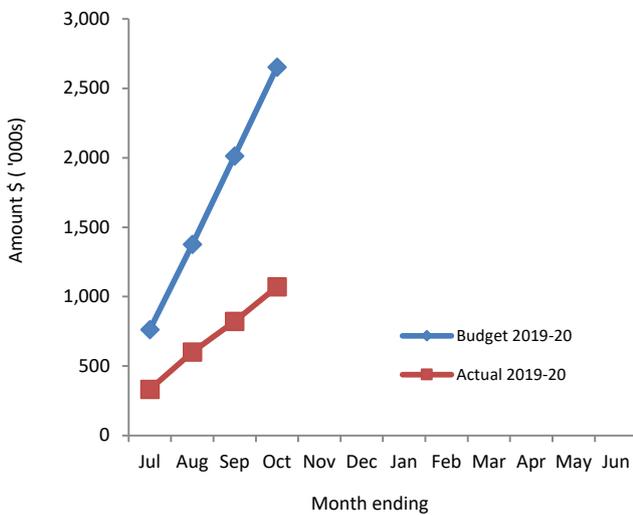


Budget Capital Revenue -v- Actual (Refer Note 2)

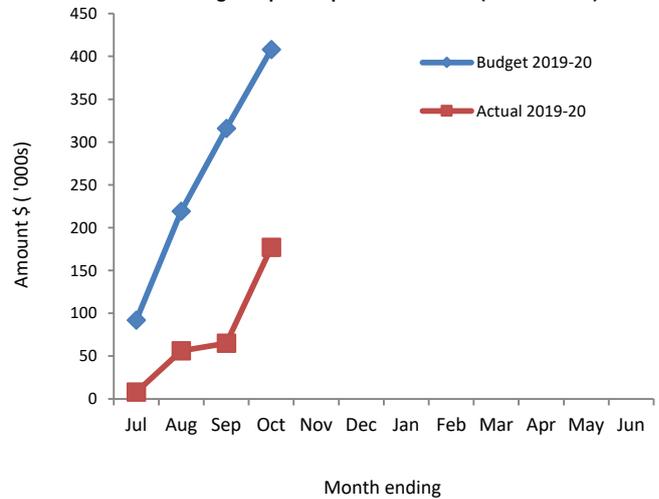


Expenditure

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 31 October 2019

Note	Annual Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
Operating Revenues						
	\$	\$	\$	\$	%	
	105	32	11,013	10,981	34314.09%	▲
9	1,359,691	1,359,708	1,362,486	2,778	0.20%	
	846,523	202,294	201,063	(1,231)	(0.61%)	
	82,105	55,659	67,408	11,749	21.11%	▲
	0	0	0	0		
	300	96	0	(96)	(100.00%)	
	75,250	25,076	23,990	(1,086)	(4.33%)	
	176,322	150,074	150,172	98	0.07%	
	18,832	6,264	5,854	(410)	(6.55%)	
	793,702	226,800	226,772	(28)	(0.01%)	
	58,815	19,596	23,126	3,530	18.02%	
	35,500	11,828	14,553	2,725	23.04%	
	3,447,145	2,057,428	2,086,437	29,009		
Operating Expense						
	(463,228)	(210,980)	(181,388)	29,593	14.03%	▼
	(84,370)	(28,100)	(23,576)	4,524	16.10%	▼
	(225,013)	(103,493)	(68,342)	35,151	33.96%	▼
	(25,265)	(8,392)	(10,311)	(1,919)	(22.87%)	▲
	(30,006)	(9,980)	(2,224)	7,756	77.71%	▼
	(158,802)	(56,232)	(38,213)	18,019	32.04%	▼
	(412,024)	(138,780)	(102,012)	36,768	26.49%	▼
	(1,083,460)	(354,301)	(211,191)	143,110	40.39%	▼
	(4,750,199)	(1,583,300)	(285,439)	1,297,861	81.97%	▼
	(221,995)	(73,904)	(48,756)	25,148	34.03%	▼
	(45,101)	(85,179)	(100,033)	(14,854)	(17.44%)	▲
	(7,499,463)	(2,652,641)	(1,071,484)	1,581,157		
Funding Balance Adjustments						
	4,645,059	1,548,324	0	(1,548,324)	(100.00%)	▼
8	48,537	16,180	8,091	(8,089)	(49.99%)	▼
	0	0	0	0		
	641,278	969,290	1,023,043	53,753		
Capital Revenues						
8	205,379	34,230	52,965	18,735	54.73%	▲
	205,379	34,230	52,965	18,735		
Capital Expenses						
	0	0	0	0		
13	(1,148,000)	0	(257)	(257)		
13	(1,084,348)	(361,456)	(86,701)	274,755	76.01%	▼
13	(20,000)	(11,180)	(10,266)	914	8.18%	▼
13	(2,300)	0	0	0		
13	(589,379)	(101,197)	(80,047)	21,150	20.90%	▼
13	(5,600)	0	0	0		
	(2,849,627)	(473,833)	(177,271)	296,562		
	(2,644,248)	(439,603)	(124,306)	315,297		
Financing						
10	0	0	0	0		
	0	0	0	0		
	6,326	3,163	3,669	506	16.01%	
7	651,221	0	0	0		
	0	0	0	0		
10	(31,013)	(10,338)	(11,201)	(864)	(8.35%)	
7	(157,138)	0	0	0		
	469,396	(7,175)	(7,532)	(357)		
	(1,533,574)	522,512	891,205	360,604		
3	1,533,574	1,319,812	1,319,812	0	0.00%	
3	0	1,842,324	2,211,017	360,604		

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 FINANCIAL ACTIVITY
(By Nature or Type)
For the Period Ended 31 October 2019

Note	Amended Annual Budget	Amended YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
Operating Revenues						
	\$	\$	\$	\$	%	
Rates	1,359,691	1,359,708	1,362,486	2,778	0.20%	
Operating Grants, Subsidies and Contributions	934,267	329,522	336,133	6,611	2.01%	
Fees and Charges	430,494	263,046	283,715	20,669	7.86%	▲
Service Charges	0	0	0	0		
Interest Earnings	61,500	5,500	5,556	56	1.01%	
Other Revenue	0	0	0	0		
Profit on Disposal of Assets	4,959	1,652	673			
Total Operating Revenue	2,790,911	1,959,428	1,988,563	30,114		
Operating Expense						
Employee Costs	(1,166,964)	(412,784)	(434,793)	(22,009)	(5.33%)	▼
Materials and Contracts	(1,255,474)	(454,025)	(384,360)	69,665	15.34%	▲
Utility Charges	(169,550)	(54,972)	(51,448)	3,524	6.41%	▲
Depreciation on Non-Current Assets	(4,645,059)	(1,548,324)	0	1,548,324	100.00%	▲
Interest Expenses	(2,050)	(680)	(1,057)	(377)	(55.40%)	
Insurance Expenses	(206,870)	(164,024)	(191,063)	(27,039)	(16.48%)	▼
Other Expenditure	0	0	0	0		
Loss on Disposal of Assets	(53,496)	(17,832)	(8,764)			
Total Operating Expenditure	(7,499,463)	(2,652,641)	(1,071,484)	1,572,089		
Funding Balance Adjustments						
Add back Depreciation	4,645,059	1,548,324	0	(1,548,324)	(100.00%)	▼
Adjust (Profit)/Loss on Asset Disposal	48,537	16,180	8,091	(8,089)	(49.99%)	▼
Adjust Provisions and Accruals		0	0	0		
Net Cash from Operations	(14,956)	871,290	925,169	45,790		
Capital Revenues						
Grants, Subsidies and Contributions	656,234	98,000	97,874	(126)	(0.13%)	
Proceeds from Disposal of Assets	205,379	34,230	52,965	18,735	54.73%	▲
Total Capital Revenues	861,613	132,230	150,839	18,609		
Capital Expenses						
Land Held for Resale	0	0	0	0		
Land and Buildings	(1,148,000)	0	(257)	(257)		
Infrastructure - Roads	(1,084,348)	(361,456)	(86,701)	274,755	76.01%	▲
Infrastructure - Public Facilities	0	0	0	0		
Infrastructure - Footpaths	(20,000)	(11,180)	(10,266)	914	8.18%	▲
Infrastructure - Drainage	(2,300)	0	0	0		
Heritage Assets	0	0	0	0		
Plant and Equipment	(589,379)	(101,197)	(80,047)	21,150	20.90%	▲
Furniture and Equipment	(5,600)	0	0	0		
Total Capital Expenditure	(2,849,627)	(473,833)	(177,271)	296,562		
Net Cash from Capital Activities	(1,988,014)	(341,603)	(26,432)	315,171		
Financing						
Proceeds from New Debentures	0	0	0	0		
Proceeds from Advances	0	0	0	0		
Self-Supporting Loan Principal	6,326	3,163	3,669	506	16.01%	
Transfer from Reserves	651,221	0	0	0		
Advances to Community Groups	0	0	0	0		
Repayment of Debentures	(31,013)	(10,338)	(11,201)	(864)	(8.35%)	
Transfer to Reserves	(157,138)	0	0	0		
Net Cash from Financing Activities	469,396	(7,175)	(7,532)	(357)		
Net Operations, Capital and Financing	(1,533,574)	522,512	891,205	360,604		
Opening Funding Surplus(Deficit)	1,533,574	1,319,812	1,319,812	0	0.00%	
Closing Funding Surplus(Deficit)	0	1,842,324	2,211,017	360,604		

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

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

STATEMENT OF CAPITAL ACQUISITIONS AND CAPITAL FUNDING
For the Period Ended 31 October 2019

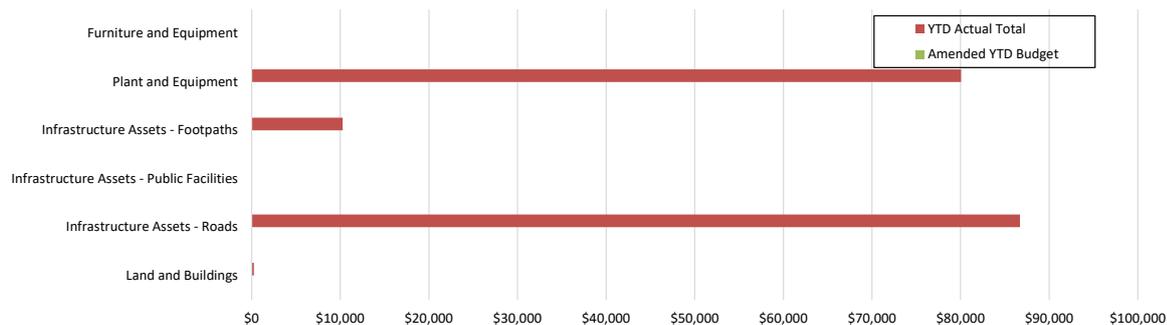
		YTD 31 10 2019					
Capital Acquisitions	Note	YTD Actual New /Upgrade (a)	YTD Actual (Renewal Expenditure) (b)	YTD Actual Total (c) = (a)+(b)	Amended YTD Budget (d)	Amended Annual Budget	Variance (d) - (c)
Land and Buildings	13	\$ 257	\$ 0	\$ 257	\$	\$ 1,148,000	\$ 257
Infrastructure Assets - Roads	13		86,701	86,701		1,084,348	86,701
Infrastructure Assets - Public Facilities	13	0	0	0			0
Infrastructure Assets - Footpaths	13	0	10,266	10,266		20,000	10,266
Plant and Equipment	13	80,047	0	80,047		589,379	80,047
Furniture and Equipment	13	0	0	0		7,900	0
Capital Expenditure Totals		80,304	96,967	177,271.00	0	2,849,627	177,271

Funded By:

Capital Grants and Contributions	97,874	656,234	656,234	558,360
Borrowings	0	0	0	0
Other (Disposals & C/Fwd)	52,965	34,230	205,379	18,735
Own Source Funding - Cash Backed Reserves				
Building Reserve			350,000	
Plant Reserve			34,000	
Aged Accommodation Reserve			267,221	
			0	
			0	
Building Reserve				
Total Own Source Funding - Cash Backed Reserves	0	0	(651,211)	0
Own Source Funding - Operations	26,432	(690,464)	1,336,793	716,896
Capital Funding Total	177,271	0	2,849,627	177,271

Comments and graphs

Capital Expenditure Program YTD



SHIRE OF WICKEPIN
STATEMENT OF BUDGET AMENDMENTS
(Statutory Reporting Program)
For the Period Ended 31 October 2019

	Adopted Budget	Adopted Budget Amendments (Note 5)	Amended Annual Budget	Amended YTD Budget (a)
Operating Revenues	\$	\$	\$	\$
Governance	105		105	32
General Purpose Funding - Rates	1,359,691		1,359,691	1,359,708
General Purpose Funding - Other	846,523		846,523	202,294
Law, Order and Public Safety	82,105		82,105	55,659
Health	0		0	0
Education and Welfare	300		300	96
Housing	75,250		75,250	25,076
Community Amenities	176,322		176,322	150,074
Recreation and Culture	18,832		18,832	6,264
Transport	793,702		793,702	226,800
Economic Services	58,815		58,815	19,596
Other Property and Services	35,500		35,500	11,828
Total Operating Revenue	3,447,145	0	3,447,145	2,057,428
Operating Expense				
Governance	(463,228)		(463,228)	(210,980)
General Purpose Funding	(84,370)		(84,370)	(28,100)
Law, Order and Public Safety	(225,013)		(225,013)	(103,493)
Health	(25,265)		(25,265)	(8,392)
Education and Welfare	(30,006)		(30,006)	(9,980)
Housing	(158,802)		(158,802)	(56,232)
Community Amenities	(412,024)		(412,024)	(138,780)
Recreation and Culture	(1,083,460)		(1,083,460)	(354,301)
Transport	(4,750,199)		(4,750,199)	(1,583,300)
Economic Services	(221,995)		(221,995)	(73,904)
Other Property and Services	(45,101)		(45,101)	(85,179)
Total Operating Expenditure	(7,499,463)	0	(7,499,463)	(2,652,641)
Funding Balance Adjustments				
Add back Depreciation	4,645,059		4,645,059	1,548,324
Adjust (Profit)/Loss on Asset Disposal	48,537		48,537	16,180
Adjust Provisions and Accruals	0		0	
Net Cash from Operations	641,278	0	641,278	969,290
Capital Revenues				
Proceeds from Disposal of Assets	205,379		205,379	34,230
Proceeds from Sale of Investments	0		0	0
Total Capital Revenues	205,379	0	205,379	34,230
Capital Expenses				
Land Held for Resale	0		0	0
Land and Buildings		0	0	0
Infrastructure - Roads			0	(361,456)
Infrastructure - Public Facilities			0	
Infrastructure - Footpaths			0	(11,180)
Infrastructure - Drainage			0	0
Heritage Assets			0	0
Plant and Equipment			0	(101,197)
Furniture and Equipment			0	0
Total Capital Expenditure	0	0	0	(473,833)
Net Cash from Capital Activities	205,379	0	205,379	(439,603)
Financing				
Proceeds from New Debentures	0		0	0
Proceeds from Advances	0		0	0
Self-Supporting Loan Principal				3,163
Transfer from Reserves	0	0	0	0
Advances to Community Groups	0		0	0
Repayment of Debentures			0	(10,338)
Transfer to Reserves			0	0
Net Cash from Financing Activities	0	0	0	(7,175)
Net Operations, Capital and Financing	846,657	0	846,657	522,512
Opening Funding Surplus(Deficit)	1,533,574	0	1,533,574	1,533,574
Closing Funding Surplus(Deficit)	2,380,231	0	2,380,231	2,056,086

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

SHIRE OF WICKEPIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 October 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).

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

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

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

SHIRE OF WICKEPIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 October 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 31 October 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 31 October 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 31 October 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 31 October 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 31 October 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.

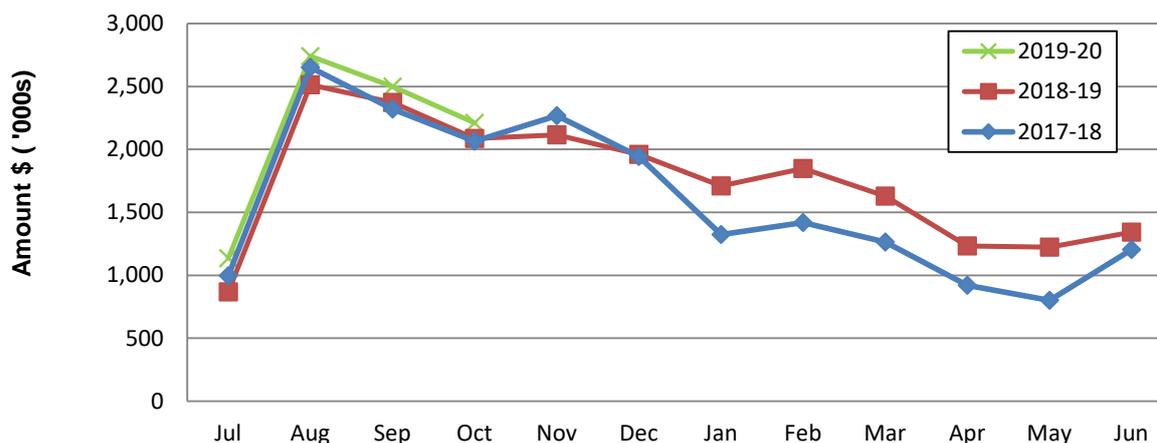
Note 2: EXPLANATION OF MATERIAL VARIANCES

Reporting Program	Var. \$	Var. %	Var.	Timing/ Permanent	Explanation of Variance
Operating Revenues	\$	%			
Governance	10,981	34314.09%	▲	Permanent	Fringe Benefit Refund & Vehicle Insurance Credit
General Purpose Funding - Other	(1,231)	(0.61%)			
Law, Order and Public Safety	11,749	21.11%	▲	Permanent	Higher than expected first payment of ESL Grant, Higher Dog Registrations
Housing	(1,086)	(4.33%)			
Community Amenities	98	0.07%			
Recreation and Culture	(410)	(6.55%)			
Transport	(28)	(0.01%)			
Other Property and Services	2,725	23.04%			
Operating Expense					
Governance	29,593	14.03%	▼	Timing	Depreciation still to be run for 19/20
General Purpose Funding	4,524	16.10%	▼	Timing	Lower Bank Fees, Less Valuation costs, Depreciation not run for 19/20
Law, Order and Public Safety	35,151	33.96%	▼	Timing	Less Dog Control Expenses, Higher Fire Prevention Costs, Depreciation still to be run for 19/20
Health	(1,919)	(22.87%)	▲	Timing	Mosquito Control (Late invoice from YE Spraying) Depreciation still to be run for 19/20
Education and Welfare	7,756	77.71%	▼	Timing	Playgroup Maintenance still to be done, Depreciation still to be run for 19/20
Housing	18,019	32.04%	▼	Timing	Depreciation still to be run for 19/20
Community Amenities	36,768	26.49%	▼	Timing	Town planning services costs down, Depreciation still to be run for 19/20
Recreation and Culture	143,110	40.39%	▼	Timing	Arts & Craft Centre maintenance still to be done, Cultural Planning costs down , Depreciation still to be run for 19/20
Transport	1,297,861	81.97%	▼	Timing	Tree Pruning, Culverts & Bridges, Street Trees, Traffic Signs cost down, Depreciation still to be run for 19/20
Economic Services	25,148	34.03%	▼	Timing	Shire of Narrogin invoices late, Depreciation still to be run for 19/20
Other Property and Services	(14,854)	(17.44%)	▲	Timing	Tyres, Fuel & Oil and Insurance/licenses costs down, Depreciation still to be run for 19/20
Capital Revenues					
Grants, Subsidies and Contributions	(126)	(0.13%)			
Proceeds from Disposal of Assets	18,735	54.73%	▲		Only disposal of MWS Vehicle and 1 CEO vehicle
Capital Expenses					
Land and Buildings	(257)				
Infrastructure - Roads	274,755	76.01%	▼	Timing	Road program still to be completed
Infrastructure - Footpaths	914	8.18%	▼	Timing	Footpaths completed, Remaining funds to go to Failed culvert in Collins St
Plant and Equipment	21,150	20.90%	▼	Timing	Purchase of Backhoe, Truck, Mower, Ute still to occur
Furniture and Equipment	0				
Financing					
Loan Principal	(864)	(8.35%)			

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 October 2019

Note 3: NET CURRENT FUNDING POSITION

		Positive=Surplus (Negative=Deficit)		
Note	YTD 31 Oct 2019	30 June 2018	YTD 30 Oct 2018	
	\$	\$	\$	
Current Assets				
Cash Unrestricted	4	2,277,575.89	1,462,532	975,440
Cash Restricted	4	2,102,637.49	2,102,637	1,274,113
Receivables - Rates	6	159,036.00	34,530	73,835
Receivables -Other	6	5,252.12	15,076	112,223
Interest / ATO Receivable/Trust		21,922.11	31,485	27,693
Inventories			0	0
		4,566,423.61	3,646,261	2,463,304
Less: Current Liabilities				
Payables		(65,344.02)	(23,397)	(26,842)
Provisions		(187,424.24)	(200,415)	(144,743)
		(252,768.26)	(223,812)	(171,586)
Less: Cash Reserves	7	(2,102,637.49)	(2,102,637)	(1,274,113)
Net Current Funding Position		2,211,017.86	1,319,812	1,017,605

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

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 October 2019

Note 4: CASH AND INVESTMENTS

	Interest Rate	Unrestricted \$	Restricted \$	Trust \$	Total Amount \$	Institution	Maturity Date
(a) Cash Deposits							
Municipal Bank Account	0.00%	488,871			488,871	ANZ	At Call
Reserve Bank Account	0.00%		637		637	ANZ	At Call
Trust Bank Account	0.00%			19,230	19,230	ANZ	At Call
Cash On Hand	Nil	700.00			700	N/A	On Hand
(b) Term Deposits							
Municipal	1.64%	250,000.00			250,000	ANZ	27-Dec-19
Municipal	1.64%	250,000.00			250,000	ANZ	27-Dec-19
Municipal	1.64%	500,000.00			500,000	ANZ	27-Dec-19
Municipal	0.95%	788,005			788,005	WA Treasury	At Call
Reserve	1.79%		2,102,000		2,102,000	ANZ	18-Oct-19
Trust	2.10%			134,610	134,610	ANZ	18-Oct-19
Total		2,277,576	2,102,637	153,840	4,534,053		

Comments/Notes - Investments

Note 5: BUDGET AMENDMENTS

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

GL Account Code	Description	Council Resolution	Classification	Non Cash Adjustment	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
	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 31 October 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 31 October 2019

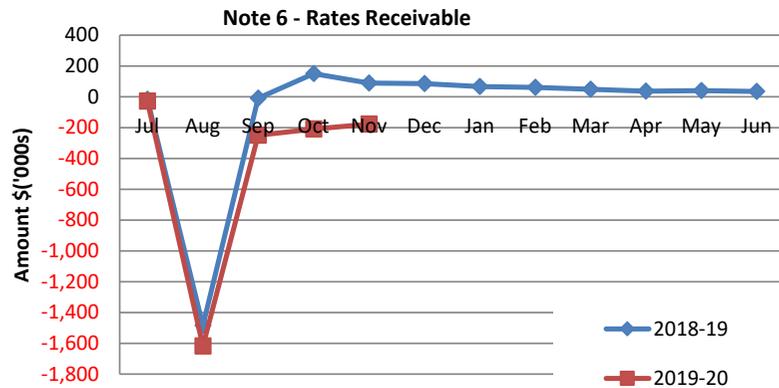
Note 6: RECEIVABLES

Receivables - Rates Receivable

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

	YTD 31 Oct 2019	30 June 2019
	\$	\$
Opening Arrears Previous Years	19,522	19,522
Levied this year	1,537,485	1,534,110
<u>Less</u> Collections to date	(1,397,971)	(1,519,102)
Equals Current Outstanding	159,036	34,530
Net Rates Collectable	159,036	34,530
% Collected	89.79%	97.78%

Net Rates Collectable
% Collected



Comments/Notes - Receivables Rates

Receivables - General

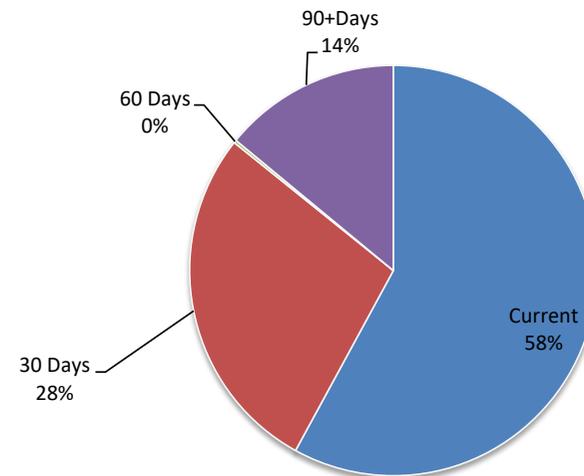
Receivables - General

Total Receivables General Outstanding

Amounts shown above include GST (where applicable)

	Current	30 Days	60 Days	90+Days
	\$	\$	\$	\$
Receivables - General	3,045	1,457	12	738
Total Receivables General Outstanding				5,252

Note 6 - Accounts Receivable (non-rates)



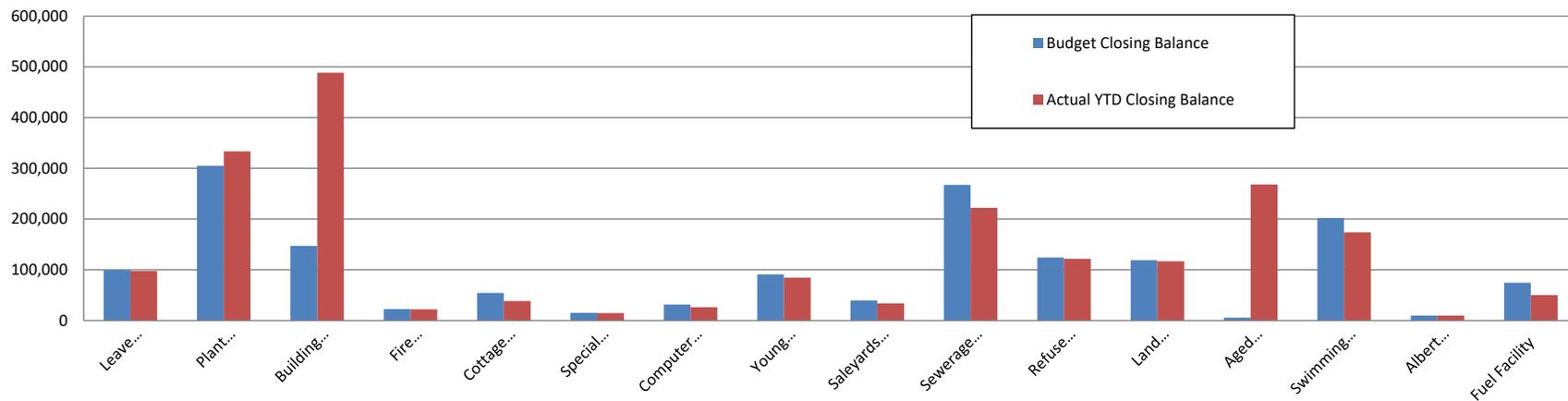
Comments/Notes - Receivables General

SHIRE OF WICKEPIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 October 2019

Note 7: Cash Backed Reserve

2019-20		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
Name	Opening Balance									
	\$	\$	\$	\$	\$	\$	\$		\$	\$
Leave Reserve	97,493.48	1,761.95			0		0		99,255	97,493
Plant Replacement Reserve	333,214.17	6,022.03				34,000			305,236	333,214
Building Reserve	488,547.44	8,829.29				350,000			147,377	488,547
Fire Fighting Reserve	22,253.44	402.17			0				22,656	22,253
Cottage Homes Reserve	38,659.47	698.67		15,000	0				54,358	38,659
Special Events Reserve	14,639.54	264.58			0				14,904	14,640
Computer Reserve	25,990.14	469.71		5,000					31,460	25,990
Young Singles Accommodation Reserve	84,307.04	1,523.64		5,000					90,831	84,307
Saleyards Reserve	34,104.30	616.35		5,000					39,721	34,104
Sewerage Reserve	222,447.52	4,020.20		40,838					267,306	222,448
Refuse Reserve	121,945.30	2,203.86			0				124,149	121,945
Land Development Reserve	116,730.54	2,109.63			0				118,840	116,731
Aged Persons Accommodation Reserve	268,130.82	4,845.81				267,211			5,766	268,131
Swimming Pool Reserve	173,852.73	3,141.97		25,000					201,995	173,853
Albert Facey Homestead Reserve	9,785.26	176.84			0				9,962	9,785
Fuel Facility	50,536.30	913.31		23,300					74,750	50,536
	2,102,637	38,000	0	119,138	0	651,211	0		1,608,564	2,102,637

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



NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 October 2019

Note 8 CAPITAL DISPOSALS

Actual YTD Profit/(Loss) of Asset Disposal				Disposals	Amended Current Budget			Comments
Cost	Accum Depr	Proceeds	Profit (Loss)		YTD 31 10 2019			
					Amended Annual Budget Profit/(Loss)	Actual Profit/(Loss)	Variance	
\$	\$	\$	\$	\$	\$	\$		
Plant and Equipment								
37,459	(2,309)	35,822	673	PCEOH Holden Colorado CEO	(2,430)	673	3,103	
				PCEOI Holden Colorado CEO	(2,429)	0	2,429	
93,000	(27,900)			P475 Volvo Backhoe 2012 WK475	(30,864)	0	30,864	
49,574	(10,322)			P2433 Isuzu Tip Truck WK2433	(9,659)	0	9,659	
31,000	(18,600)			P664 Toro Ride on Mower	(1,910)	0	1,910	
36,132	(10,226)	17,143	(8,764)	P2567 Mitsubishi Dual Cab WK2567	(6,203)	(8,764)	(2,561)	
49,091	(11,641)			Pfacey Ford Ranger PFacey	4,959	0	(4,959)	
						0	0	
296,255	(80,997)	52,965	(8,091)		(48,536)	(8,091)	40,445	

Comments - Capital Disposal/Replacements

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 October 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 \$
Differential General Rate											
GRV	7.3020	194	1,819,215	127,894		0	127,894	127,894			127,894
UV	0.9386	278	132,731,703	1,322,278	(2,140)		1,320,138	1,322,278			1,322,278
Sub-Totals		472	134,550,918	1,450,172	(2,140)	0	1,448,032	1,450,172	0	0	1,450,172
Minimum Payment	Minimum \$										
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
Sub-Totals		78	416,278	31,200	0	0	31,200	31,200	0	0	31,200
Ex Gratia Rates							1,479,232				1,481,372
Discount							11,734				11,734
Rates Writeoffs							(36)				
Amount from General Rates							1,362,486				1,493,106
Specified Area Rates											
Totals							1,362,486				1,493,106

Comments - Rating Information

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 October 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	25,480		8069	24,687	17,411	0	424	2,195	24/06/2020
Loan 102 - WD Sports Club SS Greens	26,880		3132	6,326	23,748	20,554	538	1,258	17/01/2023
	52,360	0	11,201	31,013	41,159	20,554	962	3,453	

All debenture repayments were financed by general purpose revenue.

(b) New Debentures

No new debentures were raised during the reporting period.

Council Meeting
SHIRE OF WICKEPIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 October 2019

Note 11: GRANTS AND CONTRIBUTIONS

Program/Details GL	Grant Provider	Approval	2019-20 Budget	Variations Additions (Deletions)			Recoup Status	
					Operating	Capital	Received	Not Received
		(Y/N)	\$	\$	\$	\$	\$	\$
GENERAL PURPOSE FUNDING								
Grants Commission - General	WALGGC	Y	534,497	0	534,497	0	133,801	400,696
Grants Commission - Roads	WALGGC	Y	244,056	0	244,056	0	61,087	182,970
LAW, ORDER, PUBLIC SAFETY								
FESA Grant - Operating Bush Fire Brigade	Dept. of Fire & Emergency Serv.	Y	31,246	0	31,246	0	16,778	14,469
TRANSPORT								
Roads To Recovery Grant - Cap	Roads to Recovery	Y	327,069	0	0	327,069	0	327,069
RRG Grants - Capital Projects	Regional Road Group	Y	244,687	0	0	244,687	97,874	146,813
Direct Grant - Maintenance	Dept. of Transport	Y	124,468	0	124,468	0	124,468	0
Blackspot Funding	Blackspot	Y	84,478	0	0	84,478	0	84,478
TOTALS			1,590,501	0	934,267	656,234	434,007	1,156,494
Operating	Operating				934,267		336,133	
Non-Operating	Non-operating				656,234		97,874	
					<u>1,590,501</u>		<u>434,007</u>	

SHIRE OF WICKEPIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 October 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 19	Amount Received	Amount Paid	Closing Balance 31-Oct-19
	\$	\$	\$	\$
Housing Bonds	0.00	468.00	0.00	468.00
Master Key Deposits	0.00	780.00	-780.00	0.00
Special Plates	0.00	0.00	0.00	0.00
Land Sales	0.00	0.00	0.00	0.00
Nomination Deposits	0.00	320.00	-320.00	0.00
Building and BCITF	184.95	1,876.46	-246.60	1,814.81
Ram Pavillion	0.00	0.00	0.00	0.00
LCDC Landcare	0.00	0.00	0.00	0.00
Cat/Dog Trap Hire	0.00	0.00	0.00	0.00
WDSC Replacement Greens	103,010.21	5,000.00	0.00	108,010.21
Miscellaneous Trust	4,046.51	0.00	0.00	4,046.51
Yealering Bowling Club Greens	31,600.00	7,900.00	0.00	39,500.00
Licensing		105,811.75	-105,811.75	0.00
	138,841.67	122,156.21	-107,158.35	153,839.53

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

SHIRE OF WICKEPIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 October 2019

Note 13: CAPITAL ACQUISITIONS

		31/10/2019					
Infrastructure Assets		Annual Budget	Amended YTD Budget	YTD Actual	Variance (Under)/Over	YTD Actual (Renewal Exp)	Strategic Reference / Comment
Land & Buildings							
Housing							
○	STAFF HOUSE	(350,000)	0	0	0		
○	RINTEL STREET SHED	(12,000)	0	0	0		
	Housing Total	(362,000)	0	0	0		0
Other Housing							
○	CAPITAL EXPENSE - LIFESTYLE VILLAGE	(700,000)	0	0	0		
	Other Housing Total	(700,000)	0	0	0		
Recreation and Culture							
○	HARRISMITH HALL	(17,000)	0	0	0		
○	WICKEPIN TOWN HALL - ROOF	(12,000)	0	0	0		
○	WICKEPIN TOWN HALL - FLOOR	(30,000)	0	0	0		
○	LAKE YEALERING BOWLING CLUB ROOF	(14,500)	0	0	0		
	Recreation And Culture Total	(73,500)	0	0	0		
Transport							
○	DEPOT - CAR PORT	(12,500)	0	(257)	(12,243)		
	Transport Total	(12,500)	0	(257)	(12,243)		
Land and Buildings Total		(1,148,000)	0	(257)	(12,243)		0
Footpaths							
Transport							
○	FOOTPATHS LFP1	(20,000)	(11,180)	(10,266)	(914)		
	Transport Total	(20,000)	(11,180)	(10,266)	(914)		0
Footpaths Total		(20,000)	(11,180)	(10,266)	(914)		0
Furniture & Equipment							
Governance							
○	ADMIN OFFICE PHONE SYSTEM LABC	(5,600)	0	0	0		0
	Governance Total	(5,600)	0	0	0		0
Furniture & Office Equip. Total		(5,600)	0	0	0		0
Plant , Equip. & Vehicles							
Governance							
●	CEO VEHICLE	(70,364)	(35,182)	(37,459)	2,277		0
	Governance Total	(70,364)	(35,182)	(37,459)	2,277		0
Transport							
○	BACKHOE 6034	(215,000)	0	0	(215,000)		0
○	TIP TRUCK 6034	(145,000)	0	0	(145,000)		0
○	RIDE ON MOWER 6034	(51,000)	0	0	(51,000)		0
○	LEADING HAND DUAL CAB 6034	(42,000)	0	0	(42,000)		0
○	MWS DUAL CAB 6034	(66,015)	(66,015)	(42,588)	(23,427)		0
	Transport Total	(519,015)	(66,015)	(42,588)	(476,427)		0
Plant , Equip. & Vehicles Total		(589,379)	(101,197)	(80,047)	(474,150)		0

Note 13: CAPITAL ACQUISITIONS

		31/10/2019					
Infrastructure Assets		Annual Budget	Amended YTD Budget	YTD Actual	Variance (Under)/Over	YTD Actual (Renewal Exp)	Strategic Reference / Comment
Infrastructure Other							
Community Amenity							
○	FURNITURE & EQUIPMENT - STREET BINS	3854	(2,300)	0	0	0	
	Community Amenity Total		(2,300)	0	0	0	0
	Public Facilities Total		(2,300)	0	0	0	0
Roads							
Transport Regional Road Group							
○	Wickepin Corrigin Road		0	0	0	0	
○	Wickepin Harrismith Road		(397,964)	(132,656)	(82,459)	(50,197)	
○	Pingelly Wickepin Road		0	0	0	0	
	Regional Road Group Total		(397,964)	(132,656)	(82,459)	(50,197)	0
Transport Roads to Recovery							
○	Sprigg Road		(91,283)	(30,428)	(770)	(29,658)	0
○	Line Road		(85,229)	(28,408)	(770)	(27,638)	0
○	Elsinore Road		(121,668)	(40,556)	(770)	(39,786)	0
○	Inkiepinkie Road		(39,198)	(13,068)	0	(13,068)	0
	Roads to Recovery Total		(337,378)	(112,460)	(2,310)	(110,150)	0
Transport Grain Freight							
○	Grain Freight Total		0	0	0	0	0
Transport Black Spot							
○	Collins Street		(58,317)	(19,440)	0	(19,440)	
○	Wickepin Harrismith		(68,454)	(22,820)	(1,162)	(21,658)	0
○	Blackspot Total		(126,771)	(42,260)	(1,162)	(41,098)	0
Council Resources Construction							
○	104 Gate Road		(100,077)	(33,360)	(770)	(32,590)	0
○	Wogolin South Road		(122,158)	(40,720)	0	(40,720)	0
	Council Resources Construction Total		(222,235)	(74,080)	(770)	(73,310)	0
	Roads Total		(1,084,348)	(361,456)	(86,701)	(274,755)	0
○	Capital Expenditure Total		(2,849,627)	(473,833)	(177,271)	(762,062)	0

GOVERNANCE, AUDIT AND COMMUNITY SERVICES10.2.03 – Development & Regulatory Services

Submission To:	Ordinary Council
Location / Address:	Whole Shire
Name of Applicant:	Mark J Hook, Chief Executive Officer
File Reference:	CM.REP.2203
Author:	Azhar Awang, Executive Manager Development & Regulatory Services, Shire of Narrogin
Disclosure of any Interest:	Nil
Date of Report:	12 November 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 September 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 for the works undertaken during the month of October 2019.

Comments:

Following are the reports provided for the month of October 2019

Planning Officer's Report**Planning Approvals**

Nil

Upcoming Council Agenda for November 2019

Nil

Referrals & Subdivision clearances

Nil

BUILDING SURVEYORS REPORT**Building Surveyors Report****Shire of Wickepin Building Activity Statement for the months of October 2019**

Building type	Building Permit no	Approval date	Unique property identifier	Lot number	Street number	Street name	Suburb name	Building work	Value	Owner's name	Builder's name
Building Permit	WK1920001	22/10/2019	A6550	34	6	Plover St	Wickepin	Shed	\$18,000	G Leeson	G Leeson
Building Permit	WK1920002	11/10/2019	A6346	55	N/A	Bin Rd	Wickepin	Weighbridge/ track marshalling /sampling and Storage Hut	\$538,521	CBH Ltd	CPC Engineeri ng Pty Ltd

ENVIRONMENTAL HEALTH OFFICERS REPORT

- 1) Water samples were taken from the Wickepin swimming pool in October 2019, now that the pool has opened for the summer. The swimming pool test results for water quality were satisfactory and the swimming pool was allowed to open as planned.
- 2) Premises reinspected which disclosed that the owner of 22 Connor Street, Yealering, has yet to carry out the requested works to secure the property and remove unsightly and untidy material from the premises, including three (3) unlicensed vehicles. The owners were further requested to monitor the property on a regular basis. The owner had until early October and has not responded to date;
- 3) The owner of 20 Connor Street, Yealering, has responded to the shire's request and carried out the required repairs to the front verandah;
- 4) Property reinspected and it was noted that the owner of 11 Congreve Street, Yealering, has yet to comply with the shire's request, that the property be repaired and they monitor the building and remove unsightly and untidy material in the yard of the property. The owner had until early October and has not responded to date;
- 5) Wickepin Hotel kitchen and accommodation were inspected. The Public Building section of the hotel premises was also inspected for compliance. An earlier inspection had disclosed that there were a number of items that required attention and most of these requested works had been completed.
- 6) A total of 9 temporary food stalls were approved for the Lake Yealering Regatta 2019 held on Saturday October 26 2019 at Yealering.

Statutory Environment:

Shire of Wickepin Local Planning Scheme No. 4

National Construction Code,

Building Act 2011

Building Regulations 2012

Food Act 2008 and Food Regulations 2009

Health (Miscellaneous Provisions) Act 1911 and Regulations under the Act

Public Health Act 2016

Policy Implications:

Not Applicable.

Financial Implications:

The fore mentioned services are provided at a cost to the Shire of Wickepin and has been allocated in the 2019/2020 budget. Agenda November

Strategic Implications: Nil.

Recommendations:

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

Voting Requirements: Simple majority.

GOVERNANCE, AUDIT AND COMMUNITY SERVICES**10.2.04 – Community Development Officer's Report**

Submission To:	Ordinary Council
Location / Address:	Whole Shire
Name of Applicant:	Diana Blacklock - Community Development Officer
File Reference:	CM.PLA.404
Author:	Diana Blacklock - Community Development Officer
Disclosure of any Interest:	Nil
Date of Report:	12 November 2019

Community Development	<p>Wickepin Playground</p> <ul style="list-style-type: none"> The Nature Play Concept Plan opened for community consultation over several months, is now closed and feedback and suggestions have been considered with a half basketball court suggested to be integrated with the skate park, - refer to Townscape agenda item <p>Townscape.</p> <ul style="list-style-type: none"> Harrismith Hall – Windows frames are currently being painted He Shed She Shed Banksia and Ball Sculptures have been installed, with the Banksia located in the Shire grounds and the Bike Ball next to the memorial wall in the main street Shire continues to support other He Shed, She Shed projects including the production of a Christmas tree for the main street of Wickepin – design and fixtures still to be finalised for review and comment <p>War Memorial</p> <ul style="list-style-type: none"> Issues with drainage and tree roots have been identified by works manager, currently being investigated <p>Tarling Well</p> <ul style="list-style-type: none"> State Heritage Site is in need of repair and maintenance, a working plan to be discussed with Works Manager – potential tourist attraction <p>Community Activities.</p> <ul style="list-style-type: none"> Yealering had another successful Regatta with between 600-800 visitors. The water level was much lower which resulted in less raft entries, however a great day was had by all who attended, with lots of local support. Some amazing video footage was captured by local drone operator, and it received good media coverage. Met with Yealering Progress Association in Yealering to introduce myself and advise them of my role to assist with Community and Shire engagement. I also advised that I am available to attend their committee meetings if and when they deem appropriate. Information sent to CRC regarding available opportunities and workshops, including International Volunteers Day in Northam and Clean up Australia Day
Economic Development	<p>Wickepin Art Prize</p> <ul style="list-style-type: none"> Due to be held in Sept / Oct 2020, the event was initiated by the Townscape and Cultural Planning Committee during its involvement in the Centenary Celebrations 10 years ago. To date it has been largely run by the previous CDO and a small group of volunteers. Last year it was held in conjunction with the Facey Festival to increase visitor numbers. Discussions with Lee Parker confirmed her ongoing participation, given the time of year is changed to May 2021 and her involvement is part of a combination of being in a volunteer group and being allocated contracted hours as a consultant to the shire. – Refer to Townscape agenda item

	<p>Theatre 180 – A Fortunate Life Production</p> <ul style="list-style-type: none"> • A Perth based theatre-company presented to the Albert Facey Homestead Committee to ask for local input and support for 'A Fortunate Life' Production. They also requested for the Shire of Wickepin to collaborate in a grant application to tour rural WA premiering in Wickepin late next year
Tourism and Social Media	<ul style="list-style-type: none"> • Will be meeting with surrounding Shires CDO's this month to share ideas and discuss possible collaboration opportunities in tourism • Updated Community Information on Website • Social media posts to the shire facebook and Instagram pages • Albert Facey Production Project uploaded to Website, FB and Watershed Council Notes.
Sport and Recreation	<ul style="list-style-type: none"> • Information forwarded to Wickepin Police, St Johns and sporting clubs re Community grant opportunities.
Governance Other	<ul style="list-style-type: none"> • Responded to queries from community • Organised St John Training on AEDs for office and outside Staff on 11th Nov 2019 • Liaison with Manager of Works, CEO and ESO for projects needing completion or works to be undertaken in Wickepin and surrounding towns
Economic Development	<p>Wickepin Playground</p> <ul style="list-style-type: none"> • Community consultation has been closed and the results have been collated with a total of 33 responses via 28 FB survey and 5 paper forms. <p>In summary:</p> <p>30 have seen the plan / 3 had not, 24 support the current plan / 3 don't / 3 other, 33 agree that a nature based park is a good idea, 29 local families would use the park / 4 would not.</p> <p>Some of the suggestions included:</p> <p>More shade, undercover areas, equipment to cater to toddlers, road safety including fencing and zebra crossing, more seating, water feature, drinking fountains, special needs equipment, bird attracting plants local to the area, climbing equipment, locating playground in a different site, BBQ area, lighting and tie up rails for animals.</p> <p>Yealering Foreshore</p> <ul style="list-style-type: none"> • Wheatbelt NRM currently tendering for landscaping quotes.
Tourism and Social Media	<ul style="list-style-type: none"> • Meeting with the manager of the Dryandra Tourist Centre in Narrogin and discussed promotional opportunities. • Social media posts to the shire Facebook and Instagram pages. • Online survey for Wogolin Playground Concept Plan including flythrough video. • A Wildflower walk was held by the WA Wildflower Society, with local knowledge and expertise requested. Placed notification and story on FB, Watershed Council Notes and the Council Newsletter
Sport and Recreation	<ul style="list-style-type: none"> • Information forwarded to clubs re grant opportunities. • Series of Workshop to be held on 23rd and 31st October as part of the Upper Great Southern Building Sustainable Clubs Program. Governance and constitution coordinated by Emily Cousin from Narrogin Shire for club/group representatives to attended.
Governance Other	<ul style="list-style-type: none"> • Responded to queries from community • Liaison with Manager of Works, CEO and ESO for projects needing completion or works to be undertaken in Wickepin and surrounding towns • Uploaded concept plans and video for easy community access to Website and FB

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 12 November 2019.

Voting Requirements: Simple majority.

GOVERNANCE, AUDIT AND COMMUNITY SERVICES**10.2.05 – Council & Committee Meeting Dates 2020**

Submission To:	Ordinary Council
Location / Address:	Whole Shire
Name of Applicant:	Lara Marchei, Executive Support Officer
File Reference:	CM.PLA.404
Author:	Lara Marchei, Executive Support Officer
Disclosure of any Interest:	Nil
Date of Report:	12 November 2019

Enclosure/Attachments: Nil.

Background:

The Local Government Act 1995 states “at least once a year a Local Government is to give public notice of the dates on which time and place at which ordinary and committee meetings are to be held”.

Summary:

Council is being requested to adopt the proposed 2020 meeting dates.

Comments:

Following is the proposed meeting dates for 2020:

Council Meetings

	Day	Date	Time
Council	Wednesday	February 19, 2020	3.30pm
Council	Wednesday	March 18, 2020	3.30pm
Council	Wednesday	April 15, 2020	3.30pm
Council	Wednesday	May 20, 2020	3.30pm
Council	Wednesday	June 17, 2020	3.30pm
Council	Wednesday	July 15, 2020	3.30pm
Council	Wednesday	August 19, 2020	3.30pm
Council	Wednesday	September 16, 2020	3.30pm
Council	Wednesday	October 21, 2020	3.30pm
Council	Wednesday	November 18, 2020	3.30pm
Council	Wednesday	December 16, 2020	3.30pm

Governance, Audit & Community Services Committee (same day as Council)

Committee	Day	Date	Time
Governance	Wednesday	February 19, 2020	1.30pm
Governance	Wednesday	June 17, 2020	1.30pm
Governance	Wednesday	November 18, 2020	1.30pm
Governance	Wednesday	December 16, 2020	1.30pm

Townscape and Cultural Planning Committee (four times a year second Wednesday)

Committee	Day	Date	Time
Townscape	Wednesday	March 4, 2020	9.30am
Townscape	Wednesday	June 3, 2020	9.30am
Townscape	Wednesday	September 2, 2020	9.30am
Townscape	Wednesday	November 4, 2020	9.30am

Lifestyle Retirement Committee (four times a year second Wednesday)

Committee	Day	Date	Time
Lifestyle Retirement	Wednesday	February 5, 2020	9.30am
Lifestyle Retirement	Wednesday	May 6, 2020	9.30am
Lifestyle Retirement	Wednesday	August 5, 2020	9.30am
Lifestyle Retirement	Wednesday	October 7, 2020	3.00pm

Albert Facey Homestead Committee (four times a year first Monday)

Committee	Day	Date	Time
Albert Facey Homestead	Monday	February 3, 2020	2.00pm
Albert Facey Homestead	Monday	May 4, 2020	2.00pm
Albert Facey Homestead	Monday	August 3, 2020	2.00pm
Albert Facey Homestead	Monday	November 2, 2020	2.00pm

Australia Day Committee

Committee	Day	Date	Time
Australia Day	Wednesday	December 16, 2020	12.00pm

Statutory Environment:

Local Government (Administration) Regulations 1996

12. Meetings, public notice of (Act s. 5.25(1)(g))

- (1) At least once each year a local government is to give local public notice of the dates on which and the time and place at which —
 - (a) the ordinary council meetings; and
 - (b) the committee meetings that are required under the Act to be open to members of the public or that are proposed to be open to members of the public, are to be held in the next 12 months.
- (2) A local government is to give local public notice of any change to the date, time or place of a meeting referred to in subregulation (1).
- (3) Subject to subregulation (4), if a special meeting of a council is to be open to members of the public then the local government is to give local public notice of the date, time, place and purpose of the special meeting.
- (4) If a special meeting of a council is to be open to members of the public but, in the CEO's opinion, it is not practicable to give local public notice of the matters referred to in subregulation (3), then the local government is to give public notice of the date, time, place and purpose of the special meeting in the manner and to the extent that, in the CEO's opinion, is practicable.

Local Government Act 1995

Division 2 — Council meetings, committees and their meetings and electors' meetings

Subdivision 1 — Council meetings

5.3. Ordinary and special council meetings

- (1) A council is to hold ordinary meetings and may hold special meetings.
- (2) Ordinary meetings are to be held not more than 3 months apart.
- (3) If a council fails to meet as required by subsection (2) the CEO is to notify the Minister of that failure.

5.4. Calling council meetings

An ordinary or a special meeting of a council is to be held —

- 1 (a) if called for by either —
 - (i) the mayor or president; or
 - (ii) at least $\frac{1}{3}$ of the councillors,
- 2 in a notice to the CEO setting out the date and purpose of the proposed meeting; or
- 3 (b) if so decided by the council.

Policy Implications: Nil

Financial Implications: Nil

Strategic Implications: Nil

Recommendation:

That council adopts the following meeting dates for 2020:

Council Meetings

	Day	Date	Time
Council	Wednesday	February 19, 2020	3.30pm
Council	Wednesday	March 18, 2020	3.30pm
Council	Wednesday	April 15, 2020	3.30pm
Council	Wednesday	May 20, 2020	3.30pm
Council	Wednesday	June 17, 2020	3.30pm
Council	Wednesday	July 15, 2020	3.30pm
Council	Wednesday	August 19, 2020	3.30pm
Council	Wednesday	September 16, 2020	3.30pm
Council	Wednesday	October 21, 2020	3.30pm
Council	Wednesday	November 18, 2020	3.30pm
Council	Wednesday	December 16, 2020	3.30pm

Governance, Audit & Community Services Committee (same day as Council)

Committee	Day	Date	Time
Governance	Wednesday	February 19, 2020	1.30pm
Governance	Wednesday	June 17, 2020	1.30pm
Governance	Wednesday	November 18, 2020	1.30pm
Governance	Wednesday	December 16, 2020	1.30pm

Townscape and Cultural Planning Committee (four times a year first Wednesday)

Committee	Day	Date	Time
Townscape	Wednesday	March 4, 2020	9.30am
Townscape	Wednesday	June 3, 2020	9.30am
Townscape	Wednesday	September 2, 2020	9.30am
Townscape	Wednesday	November 4, 2020	9.30am

Lifestyle Retirement Committee (four times a year first Wednesday)

Committee	Day	Date	Time
Lifestyle Retirement	Wednesday	February 5, 2020	9.30am
Lifestyle Retirement	Wednesday	May 6, 2020	9.30am
Lifestyle Retirement	Wednesday	August 5, 2020	9.30am
Lifestyle Retirement	Wednesday	October 7, 2020	3.00pm

Albert Facey Homestead Committee (four times a year first Monday)

Committee	Day	Date	Time
Albert Facey Homestead	Monday	February 3, 2020	2.00pm
Albert Facey Homestead	Monday	May 4, 2020	2.00pm
Albert Facey Homestead	Monday	August 3, 2020	2.00pm
Albert Facey Homestead	Monday	November 2, 2020	2.00pm

Australia Day Committee

Committee	Day	Date	Time
Australia Day	Wednesday	December 16, 2020	12.00pm

GOVERNANCE, AUDIT AND COMMUNITY SERVICES**10.2.06 - Agribusiness Pre - Feasibility Study**

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 any Interest:	Nil
Date of Report:	14 th November 2019

Enclosure/Attachments:

Agribusiness Pre-Feasibility Study Stage One Report

Summary:

Council is being requested to adopt the Agribusiness Pre-Feasibility Study Stage One Report undertaken by Whitney Consulting.

Background:

Council appointed Whitney Consulting to undertake of a feasibility study Agricultural Hub and the Stage One Report is attached for council's adoption.

Comments:

The report has been finalised by Whitney Consulting and needs to be adopted by council. The report is comprehensive and covers the brief and the comments from the various workshops.

The CEO recommends that the report be adopted by council.

Statutory Environment: Nil

Policy Implications: Nil

Financial Implications:

Council placed an amount of \$15,000 in the 2019/2020 adopted budget for the provision of a feasibility study Agricultural Hub. Council has paid Whitney Consulting \$8,180 in the 2019/2020 Financial Year to finalise the Stage One Report.

Strategic Implications: Nil

Recommendations:

That council adopt the Agribusiness Pre-Feasibility Study Stage One Report undertaken by Whitney Consulting.

Voting Requirements: Simple majority.

GOVERNANCE, AUDIT AND COMMUNITY SERVICES

10.2.07 - Greening Australia - Seed Collecting to July 2020

Submission To:	Ordinary Council
Location/Address:	Whole Shire
Name of Applicant:	Hannah Wills, Greening Australia
File Reference:	EM.PER.1105
Author:	Mark Hook, Chief Executive Officer
Disclosure of any Interest:	Nil
Date of Report:	13 November 2019

Enclosure/Attachments: Nil

Summary:

Council is being requested to grant permission to Greening Australia to Collect Native Plant Seed from Reserves Vested in the Shire of Wickepin up to 31 October 2020 with the following conditions:

- All persons collecting native seed are licensed according to the Biodiversity Conservation Act 2016 and Biodiversity Conservation Regulations 2018 and will abide by the conditions of the licence.
- Permission is for a period beginning 21 November 2019 and ending 31 October 2020.
- Permission is for collection by Greening Australia (WA) staff members only.
- Appropriate hygiene measures will be followed at all times to prevent the spread of plant disease and weeds.
- All care to be taken to avoid the disturbance of fauna habitat.
- All care to be taken to avoid any disturbance that may lead to soil degradation.
- No picking during imposed harvest and vehicle movement bans.
- No picking during Total Fire Ban

Background:

Greening Australia forwarded the following email to the CEO on 18/10/2019.

On behalf of Greening Australia Ltd (GAL), I am seeking permission to collect native seed from within reserves vested to your shire. I request this permission for relevant, appointed staff of GAL, involved in our valuable land rehabilitation programs. All staff employed by GAL undergo significant training in all aspects of seed collection, and are licensed under the Biodiversity Conservation Act 2016 and Biodiversity Conservation Regulations 2018. Any person collecting seed on behalf of GAL is required to abide by the conditions of this licence. Seed collected from within your reserves will be utilised in strategic re-vegetation projects throughout the region, and will directly benefit the community as a whole. Some seed may also be used for the purposes of research into best practice re-vegetation and development of tree cropping programs for the region. We are seeking this permission for a twelve-month period beginning October 2019.

I have formatted the details/information required in your response, for your convenience and consideration, in italics below. Should this require further clarification, I may be contacted as detailed.

Dear Hannah,

In response to your correspondence dated 18 October 2019, I am able to grant Greening Australia Ltd on behalf of our Shire Council, permission to access reserves vested in our shire for the purpose of native seed collection.

This permission is granted under the following conditions:

- *All persons collecting native seed are licensed according to the Biodiversity Conservation Act 2016 and Biodiversity Conservation Regulations 2018 and will abide by the conditions of this license*
- *Permission is for a twelve month period, commencing October 2019.*

- *This letter allows for collection only by Greening Australia Ltd staff members and supervised affiliates.*
- *Appropriate hygiene measures will be followed at all times to prevent the spread of plant disease and weeds.*
- *All care will be taken to avoid the disturbance of fauna habitat.*
- *All care will be taken to avoid any disturbance that may lead to soil degradation.*

Comments:

Greening Australia WA in the past have been granted access and permission to Collect Native Plant Seed from Reserves Vested in the Shire of Wickepin.

Council has not received any complaints regarding seed collection by Greening Australia and the CEO can see no reason for permission to be denied to Greening Australia for seed collection in the Shire of Wickepin to 31 October 2020.

Statutory Environment:

Biodiversity Conservation Act 2016

Biodiversity Conservation Regulations 2018

Policy Implications: Nil

Financial Implications: Nil

Strategic Implications: Nil

Recommendations:

That council grant permission to Greening Australia to Collect Native Plant Seed from Reserves Vested in the Shire of Wickepin.

With the following conditions:

- All persons collecting native seed are licensed according to the Biodiversity Conservation Act 2016 and Biodiversity Conservation Regulations 2018 and will abide by the conditions of the licence.
- Permission is for a period beginning 21 November 2019 and ending 31 October 2020.
- Permission is for collection by Greening Australia (WA) staff members only.
- Appropriate hygiene measures will be followed at all times to prevent the spread of plant disease and weeds.
- All care to be taken to avoid the disturbance of fauna habitat.
- All care to be taken to avoid any disturbance that may lead to soil degradation.
- No picking during imposed harvest and vehicle movement bans.
- No picking during Total Fire Ban

Voting Requirements: Simple majority.

GOVERNANCE, AUDIT AND COMMUNITY SERVICES**10.2.08 – WALGA – Third Party Appeal Rights**

Submission To:	Ordinary Council
Location/Address:	Whole of Shire
Name of Applicant:	Mark Hook, Chief Executive Officer
File Reference:	GR.SL.1452
Author:	Mark Hook, Chief Executive Officer
Disclosure of any Interest:	Nil
Date of Report:	13 th November 2019

Enclosure/Attachments: WALGA AGM Minutes 2019

Summary:

Council is being requested to advise WALGA whether council supports or does not support the following motion moved at the August 2019 WALGA AGM

MOTION

Moved Cr Giorgia Johnson, City of Bayswater
Seconded Cr Julie Mathison, City of Subiaco

1. That there be an amendment to the Third Party Appeals Process Preferred Model, being that third parties in addition to Local Governments are able to make an appeal.
2. That there be an amendment to the Third Party Appeals Process Preferred Model, being that closely associated third parties in addition to Local Governments are able to appeal decisions made by the Western Australian Planning Commission and the State Administrative Tribunal, in addition to Development Assessment Panels.

IN BRIEF

- Further amendments proposed to the Preferred Model for Third Party Appeals Process

CARRIED

Background:

The CEO received the following email from Nick Sloan, Chief Executive Officer. WALGA on 6 November 2019.

AMENDMENT TO PREFERRED MODEL – THIRD PARTY APPEAL RIGHTS IN PLANNING

At the August 2019 WALGA Annual General Meeting (AGM), an item was discussed by members which proposed an amendment to the existing 'Preferred Model' for Third Party Appeal Rights for decisions made by Development Assessment Panels. A copy of the minutes of the Annual General Meeting are attached.

The following motion was carried by the attendees: -

1. *That there be an amendment to the Third Party Appeals Process Preferred Model, being that third parties in addition to Local Governments are able to make an appeal.*
2. *That there be an amendment to the Third Party Appeals Process Preferred Model, being that closely associated third parties in addition to Local Governments are able to appeal decisions made by the Western Australian Planning Commission and the State Administrative Tribunal, in addition to Development Assessment Panels.*

Prior to WALGA's State Council considering this AGM motion at its meeting in March 2020, could you please indicate if your Council supports or does not support this motion to amend the Preferred Model.

Submissions can be made:

- *To the Planning Team via email at planning@walga.asn.au or*
- *By mail to WALGA directly at PO Box 1544, West Perth WA 6872*

*Comments would be appreciated before **30 January 2020**.*

Comments:

Unlike most of the other jurisdictions in Australia, Western Australia is unique in that no Third Party Appeal Rights exist under the Planning and Development Act 2005, although in the past some local government planning schemes allowed them. The last local government to allow Third Party Appeals was the City of Albany, however with the introduction of the City's new local planning scheme in 2014, this removed Third Party Appeal Rights, so currently there are no longer any Third Party Appeal Rights for planning in Western Australia.

Implications for Local Government

Whilst the introduction of third party appeal rights would give the community the ability to appeal decisions made by DAPs, it would also result in appeals being lodged against decisions made by local government.

This would impact staff as the Town Planning Officers would require time to prepare for and attend third party appeals. Additional resources would be required to administer, resource and potentially engage legal counsel to defend these decisions and this would create additional financial burdens for local governments. Without proper resources, such a situation could lead to delays in making planning decisions, which in turn, would create inefficiency, uncertainty, increased costs, and could ultimately act as a brake on investment and economic growth. While limitations could be placed on the type and scope of Third Party Appeal Rights, it is likely that any system which allows Third Party Appeals will result in increased workload and cost for local governments.

Arguments for third party appeal rights

a) Public participation and improved decision making

Decision making, particularly in the land use and planning context, is improved by increased public input and participation. Third party appeal rights will improve the planning process by increasing scrutiny of decision-makers and providing opportunity for decision-makers to incorporate local knowledge.

b) Incentive for increased consultation

Third party appeal rights can also increase the incentive for developers to engage with affected communities and make reasonable efforts to incorporate feedback into the development design. This is particularly important for planning proposals determined by DAPs, where local government representatives do not have the power to determine applications.

c) Increased scrutiny and improved transparency

The ability for third parties to seek review by an independent body helps ensure decisions are consistent. Expanding appeal rights to third parties increases the scrutiny of decision-makers, the decision-making process and the decision itself. This improves transparency and discourages corrupt behaviour.

d) Engaging with impacted parties with legitimate interests

Third party appeal rights enable impacted neighbouring landowners, occupiers and affected members of the community to engage with decisions impacting the amenity, infrastructure and property values of their neighbourhood. The right to appeal afforded to applicants should also extend to third parties as a matter of maintaining equity and ensuring all stakeholders are treated on an equal footing.

Arguments against third party appeal rights

a) Increased cost and delays

Perhaps the most commonly cited concern is that the introduction of third party appeal rights will lead to increased cost and delays to the planning assessment process. A related concern is the prospect that some third parties may lodge appeals for an ulterior purpose rather than because of objections on planning grounds. This may include seeking review on the basis of commercial interests or commencing vexatious proceedings. Delays are said to result in uncertainty, increased cost and may act to hinder investment and economic activity. However, it is important to acknowledge that third party appeals of planning decisions are limited to judicial review proceedings in WA's current system. The cost and delays associated with judicial review proceedings are significant and generally exceed merits review proceedings by a large margin. One function of third party appeal rights is the reduced need for third parties to pursue the judicial review option. This suggests the impacts of third party appeal rights on time and costs, when weighed against the present system, may be overstated.

b) Further limiting the role of local government

The appeal process in general has been said to limit the role of local government by allowing the decisions of locally elected representatives to be overturned. This would be exacerbated by the introduction of third party appeal rights, which would broaden the ability to challenge local government decisions.

c) Legitimate interests and the traditional view of appeal rights

The traditional view of appeal rights is that only those persons with a direct interest in a planning proposal, specifically proponents and landowners, should be given the right to appeal. The basis for this view is that landowners should not be inhibited in the lawful use of their land. It follows that third parties, without this direct interest, should not be given the ability to frustrate the planning process, particularly if those parties are opposed to a particular development on non-planning grounds. This perspective has arguably been supplanted by more contemporary perspectives which recognise the public interest implications of planning decisions and acknowledge that planning is a public system which serves a wider range of interests than just direct proprietary interests.

d) Sufficient existing opportunities to participate

It is argued that proactive public engagement in policy formation is preferable to challenging individual decisions as this can focus citizens on higher order engagement and provide greater certainty in process and outcome. Further, early engagement in policy and strategic planning is said to be more collaborative compared to the adversarial nature of third party appeals.

Council discussed this item at the 21 February 2018 Ordinary Meeting of Council item 10.2.11 – WALGA - Third Party Appeal Rights in Planning.

Following is the resolution passed at this meeting.

Resolution No 210218-11

Moved Cr Martin / Seconded Cr Lansdell

That Council:

1. Does not support the introduction of Third Party Appeal Rights.
2. Writes to the Western Australia Local Government Association advising of Council's decision in this matter.

From the Shire of Wickepin perspective, there has only been two Planning Applications that have gone through the DAP process and they were both for the Kaolin Mine.

The DAP Application is determined on the total cost of the development. For Optional DAP Application, outside the City of Perth the estimated value of development of \$2 million or more and less than \$10 million. For Mandatory DAP Application the development cost is an estimated value of over \$10 million.

Policy Implications: Nil

Financial Implications:

There are no known meaningful financial implications relative to this matter in excess of officer time and minor administrative cost.

Strategic Implications: Nil

Recommendations:

That council advises WALGA that council does not support the motion moved at the August 2019 WALGA AGM to amend the Third Party Appeals Process preferred model.

Voting Requirements: Simple majority.

GOVERNANCE, AUDIT AND COMMUNITY SERVICES**10.2.09 – Lake Yealering Progress Association – Oven Yealering Hall**

Submission To:	Ordinary Council
Location/Address:	Yealering Hall
Name of Applicant:	Mark Hook, Chief Executive Officer
File Reference:	ED.LIA.805
Author:	Mark Hook, Chief Executive Officer
Disclosure of any Interest:	Nil
Date of Report:	13 November 2019

Enclosure/Attachments:**Summary:**

Council is being requested to replace the Yealering Hall oven in the 2020/2021 budget.

Background:

Council has received the following correspondence from the Lake Yealering Progress Association Inc requesting council to replace the oven in the Yealering Hall as part of the 2020/2021 budget estimates.

Lake Yealering Progress Association Inc

C/- Post Office
Yealering WA 6372
yealeringprogress@outlook.com.au



30th November 2019

Shire CEO & Councillors

Wickepin Shire

Dear Mark & Councillors

We would like council to consider in the 20/21 budget, a new oven in the Yealering Town Hall.

Over the past few years it is getting harder to light and on a few occasions the gas fitter has been called in to do repairs. When the hall is hired out, 99% of the time, someone has to go over and light the oven. Not ideal.

This oven is the original oven when the new section of the hall was built in 1997. It has done well to last this long,

Hope council will consider this and we look forward to your reply.

Kind Regards

Kym Smith
Secretary

Comments:

The oven has been serviced and at the moment appears to be working ok the oven is old and probably needs to be replaced. There has been a number of times this year where the oven has been reported as not working and a gas plumber has been called to get the stove working.

The cost of a new oven is unknown at this stage.

It would be wise to have a gas plumber look at the stove and advise if it needs replacing or just fully overhauled and serviced.

Statutory Environment: Local Government Act 1995

Policy Implications: Nil

Financial Implications: No cost at this stage as it is only a budget request

Strategic Implications:

Recommendations:

That Council request the CEO to have the stove inspected and if it requires replacing the CEO is to have the replacement of the stove at the Yealering Hall placed in the 2020/2021 budget estimates.

Voting Requirements: Simple majority.

GOVERNANCE & COMMUNITY SERVICES**10.2.10 – Peel – Harvey Catchment Council**

Submission To:	Ordinary Council
Location/Address:	Whole Shire
Name of Applicant:	Peel-Harvey Catchment Council
File Reference:	EM.MEE.1102
Author:	Mark Hook, Chief Executive Officer
Disclosure of any Interest:	Nil
Date of Report:	14 November 2019

Enclosure/Attachments: Nil

Summary:

The Peel – Harvey Catchment Council is calling for nominations from local government for representation on the Inland Peel Harvey Catchment Council

Background:

The Peel – Harvey Catchment Council is calling for nominations from local government for representation on the Peel Harvey Catchment Council (PHCC) to represent the inland local governments within the Peel-Harvey catchment.

Nominations close 10am Thursday 21 November 2019.

Comments:

After the completion of the October elections the Peel-Harvey Catchment Council (PHCC) is inviting local government to nominate a member or Deputy Member of the PHCC. The successful applicant will become the Local Government Member representing the inland local governments within the Peel-Harvey catchment.

The PHCC hold formal meetings a minimum of six times a year with travel costs being reimbursed by the PHCC. Members are expected to be ambassadors and contribute beyond general meeting attendance. The successful applicant will be provided clarity on the expectations via an induction process and mentoring.

Applications must be in writing and endorsed by the local council outlining the applicant's reasons for nominating and the knowledge and experience they can bring to the PHCC

Statutory Environment: Nil

Policy Implications: Nil

Financial Implications: Nil

Strategic Implications: Nil

Recommendations:

That council note the correspondence and not submit a council nomination to the Peel–Harvey Catchment Council to represent the inland local governments within the Peel-Harvey catchment

Voting Requirements: Simple majority.

GOVERNANCE, AUDIT AND COMMUNITY SERVICES

10.2.11 – Policy 6.2.5 - Community Bus Use

Submission To:	Ordinary Council
Location/Address:	Whole Shire
Name of Applicant:	Mark Hook, Chief Executive Officer
File Reference:	CM.POL.403
Author:	Mark Hook, Chief Executive Officer
Disclosure of any Interest:	Nil
Date of Report:	13 November 2019

Enclosure/Attachments: Nil

Summary:

Council is being requested to amend Policy 6.2.5 Community Bus Use.

Background:

During the Annual Review of council's Policy Manual it has been found that council's Policy 6.2.5 Community Bus Use needs to be amended to come in line with the 2019/2020 adopted fees and charges in relation to the bond required for the hire of the Community Bus.

Comments:

Council's current policy 6.2.5 Community Bus Use has under 6.2.5.4 Bond the following amount for a bond.

6.2.5.4 BOND

A bond of \$100.00 must be deposited at the Shire of Wickepin prior to the bus departing for groups outside the Shire of Wickepin.

The bond will be refunded after an inspection of the bus on its return.

Local community residents and sporting groups are exempt from providing a bond to the Shire of Wickepin.

During the setting of the 2019/2020 fees and charges council set the following fee for the community bus bonds.

Community Bus per kilometre	Receipt to 140330		
All Distances Travelled - per km	\$1.08	\$0.98	\$0.10
Bond as per policy 6.2.5.4 BOND í A bond of \$120.00 must be deposited at the Shire prior to the bus departing.	\$120.00	\$120.00	\$0.00
Late FEE per day if returned after 9am	\$120.00	\$109.09	\$10.91

To ensure Councils Policy and the fees and charges are the same Council needs to amend Policy 6.2.5 to the following

6.2.5 COMMUNITY BUS USE

OBJECTIVE: Provide clear parameters in relation to the use of Shire of Wickepin community bus.

The Shire of Wickepin community bus is available for use. Fees are set each year in the Shire of Wickepin Fees and Charges.

Smoking is not permitted on the community bus in any circumstance.

The vehicle is not to be driven under the influence of alcohol or other drugs in any circumstance.

6.2.5.1 APPROPRIATE DRIVERS LICENCE

Any drivers of the community bus must have the relevant licence class. A minimum of a "LR" class must be held by the nominated driver before approval will be granted.

Drivers of bus must hold an "F" endorsement if consideration in any form (e.g. money, token gifts or similar) is being sought.

Drivers of bus must provide a copy of their drivers licence at time of hiring.

6.2.5.2 VEHICLE MAINTENANCE

The hirer is responsible for:

- Cleaning the vehicle inside and out after each use.
- Reporting any damage to the Shire of Wickepin.
- Malicious or deliberate damage.

The Shire of Wickepin is responsible for ensuring all servicing and maintenance is attended to:

- Garaging of vehicle.
- Refuelling prior to hire.
- Making good any reasonable damage.
- All bookings and payments.

Failure to comply with any of the above conditions may result in refusal to hire the bus to that organisation in the future.

6.2.5.3 HIRE

Council may hire the community bus to people from outside the Shire of Wickepin. If, however, the bus is hired by somebody who is not a resident of Wickepin, and a local subsequently requires the bus, the non-local is to be advised that the bus is no longer available for hire. At least one week's notice must be given to the non-local of the cancellation of the hire to enable them to make other arrangements.

If the bus is returned in an untidy state and it is not possible to contact the hirer responsible prior to the next hire of the bus, the bus will be cleaned and the hirer will be responsible for the cost of the cleaning.

Hirers are responsible for any insurance excess as for damage to the community bus where the damage is attributable to their use.

6.2.5.4 BOND

A bond of \$120.00 must be deposited at the Shire of Wickepin prior to the bus departing for groups outside the Shire of Wickepin.

The bond will be refunded after an inspection of the bus on its return.

Local community residents and sporting groups are exempt from providing a bond to the Shire of Wickepin.

6.2.5.5 REPLACEMENT

The community bus will forms part of council's 10 year Plant Replacement Program and will be replaced accordingly.

6.2.5.6 INSURANCE

The vehicle will be insured with council's other fleet vehicles.

6.2.5.7 OPERATING BUDGET

Council will make an annual allowance for maintenance, repair and replacement of the community bus.

Any surplus from the operating budget should be transferred to the plant replacement reserve.

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

Statutory Environment:

Local Government Act 1995,
Local Government (Financial Management) Regulations 1996

Policy Implications:

Amendment to policy 6.2.5 COMMUNITY BUS

Financial Implications: Part of 2019/2020 fees and charges set by Council

Strategic Implications: Nil

Recommendations:

That council adopt the amended Policy 6.2.5 Community Bus as per the following

6.2.5 COMMUNITY BUS USE

OBJECTIVE: Provide clear parameters in relation to the use of Shire of Wickepin Community Bus.

The Shire of Wickepin Community Bus is available for use. Fees are set each year in the Shire of Wickepin Fees and Charges.

Smoking is not permitted on the Community Bus in any circumstance.

The vehicle is not to be driven under the influence of alcohol or other drugs in any circumstance.

6.2.5.1 APPROPRIATE DRIVERS LICENCE

Any drivers of the Community Bus must have the relevant licence class. A minimum of a "LR" class must be held by the nominated driver before approval will be granted.

Drivers of bus must hold an "F" endorsement if consideration in any form (eg money, token gifts or similar) is being sought.

Drivers of bus must provide a copy of their drivers licence at time of hiring.

6.2.5.2 VEHICLE MAINTENANCE

The hirer is responsible for:

- Cleaning the vehicle inside and out after each use.
- Reporting any damage to the Shire of Wickepin.
- Malicious or deliberate damage.

The Shire of Wickepin is responsible for ensuring all servicing and maintenance is attended to:

- Garaging of vehicle.
- Refuelling prior to hire.
- Making good any reasonable damage.
- All bookings and payments.

Failure to comply with any of the above conditions may result in refusal to hire the bus to that organisation in the future.

6.2.5.3 HIRE

Council may hire the Community Bus to people from outside the Shire of Wickepin. If, however, the bus is hired by somebody who is not a resident of Wickepin and a local subsequently requires the bus, the non-local is to be advised that the bus is no longer available for hire. At least one week's notice must be given to the non-local of the cancellation of the hire to enable them to make other arrangements.

If the bus is returned in an untidy state and it is not possible to contact the hirer responsible prior to the next hire of the bus, the bus will be cleaned and the hirer will be responsible for the cost of the cleaning.

Hirers are responsible for any insurance excess as for damage to the community bus where the damage is attributable to their use.

6.2.5.4 BOND

A bond of \$120.00 must be deposited at the Shire of Wickepin prior to the bus departing for groups outside the Shire of Wickepin.

The bond will be refunded after an inspection of the bus on its return.

Local community residents and sporting groups are exempt from providing a bond to the Shire of Wickepin.

6.2.5.5 REPLACEMENT

The community bus will forms part of council's 10 year Plant Replacement Program and will be replaced accordingly.

6.2.5.6 INSURANCE

The vehicle will be insured with council's other fleet vehicles.

6.2.5.7 OPERATING BUDGET

Council will make an annual allowance for maintenance, repair and replacement of the community bus.

Any surplus from the operating budget should be transferred to the plant replacement reserve.

Voting Requirements: Simple majority.

GOVERNANCE, AUDIT AND COMMUNITY SERVICES

10.2.12 – RFT 5 2019-2020 – Construction of One 4 x 2 Executive Home

Submission To:	Ordinary Council
Location/Address:	Lot 50 Smith Street
Name of Applicant:	Mark Hook, Chief Executive Officer
File Reference:	
Author:	Mark Hook, Chief Executive Officer
Disclosure of any Interest:	Nil
Date of Report:	14 November 2019

Enclosure/Attachments:

RFT 5 2019-2020 Construction of one 4x2 executive home either transportable or built on site.

Summary:

Council is being requested to call tenders for the construction of one 4x2 executive home either transportable or built on site on Lot 50 Smith St Wickepin WA 6370.

Background:

In the 2019/2020 Budget Estimates, council included the construction of one staff housing.

Comments:

Council currently has the following Lots available for a staff house to be constructed on.

1. Lot 50 Smith Street
2. Lot 8 Collins Street
3. Lot 35 Plover Street
4. Lot 36 Plover Street

Lot 50 Smith St, Lots 35 and 36 Plover St are all cleared lots. Lot 8 Collins St has a number of trees that would be required to be cleared prior to any construction.

Lots 35 and 36 Plover St are large blocks of 4136 square metres.

Lot 50 Smith St in the view of the CEO would be the better block for staff housing as it is more central to the town and does not require any clearing. It may require some fill as it is lower than Smith St but it has easy access front and rear of the block.

Statutory Environment:

Part 4 of the Local Government (Functions and General) Regulations 1996 (WA)

Policy Implications:

2.1.17 TENDERS OF BUDGETED ITEMS

OBJECTIVE: *To call tenders for all items on the current adopted budget for all items above \$100,000.*

The CEO is authorised to call tenders for all items on the current adopted budget over \$100,000.

Upon receipt of tenders by the CEO, all tenders are to be submitted to Council for approval, including, where necessary comparative schedules setting out major aspects of each tender. Council shall give due consideration to local businesses within the Shire of Wickepin, irrespective of prices.

In addition to tender conditions set out in Part 4 of the Local Government (Functions and General) Regulations 1996 (WA), the following conditions apply:

- tenders are to arrive at the Shire of Wickepin admin office marked "Tender"; and
- tenders to close not less than 14 days prior to an ordinary meeting of Council.

Financial Implications:

The amount placed in the 2019/2020 Budget Estimates was.

	Housing		
LHC1	New Staff House		\$350,000

Strategic Implications: Nil

Recommendations:

That the CEO call for tenders as per the attached RFT 5 2019-2020 Construction of One 4x2 executive home either transportable or built on site at Lot 50 Smith Street Wickepin WA 6370.

Voting Requirements: Simple majority.

GOVERNANCE, AUDIT AND COMMUNITY SERVICES

10.2.13 – Submission Draft Proposals For A Mandatory Code Of Conduct And CEO Recruitment Performance Review And Termination

Submission To:	Ordinary Council
Location/Address:	Yealering Hall
Name of Applicant:	Mark Hook, Chief Executive Officer
File Reference:	GR.SL.1421 / GR.SL.1452
Author:	Mark Hook, Chief Executive Officer
Disclosure of any Interest:	Nil
Date of Report:	13 November 2019

Enclosure/Attachments:

1. Local Government Professionals WA - Submission Draft Proposals for a Mandatory Code of Conduct and CEO Recruitment performance review and termination submission.
2. WALGA - Submission Draft Proposals for a Mandatory Code of Conduct for Council Members and Candidates and Standards and Guidelines for CEO Recruitment and selection, performance review and termination submission October 2019

Summary:

Council is being requested to support the submissions on the Draft Proposals for a Mandatory Code of Conduct for Council Members and Candidates and Standards and Guidelines for CEO Recruitment and selection, performance review and termination submission attached to this report from the Local Government Professionals WA and WALGA.

Background:

The *Local Government Legislation Amendment Act 2019* introduces a mandatory code of conduct for council members, committee members and candidates. These reforms are intended to ensure that standards of behaviour are consistent between local governments and address community expectations.

The *Local Government Legislation Amendment Act 2019* also includes a requirement for model standards covering the recruitment and selection, performance review and early termination of local government Chief Executive Officers (CEOs). These reforms are intended to ensure best practice and greater consistency in these processes among local governments.

Comments:

The Department of Local Government, Sport and Cultural Industries has extended the consultation timeframe on the two consultation papers until Friday 6 December 2019. WALGA has prepared draft submissions in relation to the guidelines, which are attached to this report. The WALGA Draft Submission on the Code of Conduct raises a number of questions and issues which are identified in the body of the draft WALGA submission.

This item was briefly covered verbally by the CEO at the October 2019 forum session. Attached to this report are the Local Government Professionals WA and WALGA submissions that covers all the areas of concerns raised by the CEO.

Statutory Environment: Local Government Legislation Amendment Act 2019

Policy Implications: Nil

Financial Implications: Nil

Strategic Implications: Nil

Recommendations:

That the Shire of Wickepin fully support the Local Government Professionals WA and WALGA submissions to the Department of Local Government, Sport and Cultural Industries as attached to this report.

Voting Requirements: Simple majority.

GOVERNANCE, AUDIT AND COMMUNITY SERVICES

10.2.14 – Townscape & Cultural Planning Committee Recommendations

Submission To:	Ordinary Council
Location/Address:	Whole Shire
Name of Applicant:	Mark Hook, Chief Executive Officer
File Reference:	CR.MEE.208
Author:	Lara Marchei, Executive Services Officer
Disclosure of any Interest:	Nil
Date of Report:	14 November 2019

Enclosure/Attachments: Nil.

Background:

The Townscape & Cultural Planning Committee meeting was held on Monday 11 November 2019.

Comments:

The Townscape & Cultural Planning Committee meeting was held on Monday 11 November 2019 and passed the following recommendations:

Moved Cr Hyde / Seconded Cr Lansdell

That the Townscape and Cultural Planning Committee request council adopt the Wogolin Rd Playground Concept Plan with half-court basketball being included in the skate park area.

Carried 4/0

Moved K Smith / Seconded Cr Hyde

That the Townscape and Cultural Planning Committee request council proceed with the Wickepin Art Prize in 2020.

Carried 4/0

Statutory Environment: Nil.

Policy Implications: Nil.

Financial Implications: Nil.

Strategic Implications: Nil.

Recommendations:

That council pass the following recommendations:

1. That council adopt the Wogolin Rd Playground Concept Plan with half-court basketball being included in the skate park area.
2. That council proceed with the Wickepin Art Prize in 2020

Voting Requirements: Simple majority.

GOVERNANCE, AUDIT AND COMMUNITY SERVICES**10.2.15 – 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:	Lara Marchei, Executive Services Officer
Disclosure of any Interest:	Nil
Date of Report:	14 November 2019

Enclosure/Attachments: Nil.

Background:

The Lifestyle & Retirement Committee meeting was held on Wednesday 13 November 2019.

Comments:

The Lifestyle & Retirement Committee meeting was held on Wednesday 13 November 2019 and passed the following recommendations:

Moved Sid Martin / Seconded Cr Fran Allan

That a thank you letter to Natalie Manton be sent thanking her for her contribution to the Lifestyle Retirement Committee during her time at the Shire of Wickepin.

Carried 6 / 0

Moved Murray Lang / Seconded Cr Fran Allan

That the Lifestyle Committee advise council that it endorses the Request for Tender for the WSAHA units for Johnson Street as attached with an option for a separate 2m x 4m garden shed with a concrete floor and the double garage to be lockable.

Carried 6 / 0

Statutory Environment: Nil.

Policy Implications: Nil.

Financial Implications: Nil.

Strategic Implications: Nil.

Recommendations:

That council pass the following recommendations:

1. That a thank you letter to Natalie Manton be sent thanking her for her contribution to the Lifestyle Retirement Committee during her time at the Shire of Wickepin.
2. That council endorses the Request for Tender for the WSAHA units for Johnson Street as attached with an option for a separate 2m x 4m garden shed with a concrete floor and the double garage to be lockable.

Voting Requirements: Simple majority.

11. President's Report

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 any Interest:	Nil
Date of Report:	17 October 2019

To be tabled at meeting.

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 any Interest:	Nil
Date of Report:	12 November 2019

Enclosure/Attachments: Nil

STAFF

The CEO and DCEO held interviews for the position of ESO and the CEO has appointed Lara Marchei and Mel Martin to the ESO position in a job sharing capacity.

Unfortunately Sam Dawes has tendered her resignation as the Customer Services Officer with the Shire of Wickepin effective as of 11 November 2019. The position has been advertised.

Mr Aaron Bransby has been appointed on a 3 month trial basis as the general hand plant operator and will commence duties on 18 November 2019.

LAKE YEALERING LIVING LAKES

The CEO attended a meeting of the Living Lakes Committee on 17 October 2019. Following is a brief summary of the discussions held at this meeting chaired by the Wheatbelt NRM

1. Community consultation workshop for Lake Yealering was undertaken on 17 October at the Yealering Hall to discuss the community's priorities for the lake foreshore enhancement. The concept plan from the Yealering Foreshore Development Plan (May 2017) formed the basis of conversation, and it was noted that this plan was costed at around \$1.26M. Ecoscape highlighted that the construction budget for this first stage of development will be around \$175K.
2. Discussions with the Living Lakes Steering Committee identified the enhancement of the foreshore area as the main priority, including:
 - more usable picnic area including turf, barbeques, shade and community amenity which can be used by residents and visitors alike
 - universal access to the jetty and picnic areas
 - upgrades to the existing playground
 - improved signage.

CENTRAL COUNTRY ZONE

At the next WALGA central Country Zone the following positions will be required to be elected.

- WALGA State Council Representative
- WALGA Deputy State Council Representative
- Zone President;
- Zone Deputy President;
- Three Zone Executive Committee Members;
- Local Government Agricultural Freight Group (1 delegate and 1 deputy delegate); and
- District Emergency Management Committee (1 delegate and 1 deputy delegate).

All positions are for a two year period commencing immediately upon election at the Ordinary Meeting being held on Friday 29 November 2019 and ending on November 2021.

Nominations close Thursday 21 November 2019.

[VARIATION OF MANAGEMENT ORDERS: RESERVES 9610, 15088, 18417 & 24442 \(42343\)](#)

The CEO has given written consent for the cancellation of the current management orders over Reserves 9610 (Lake Yealering Reserve) and 15088 (Toolibin Tennis Club) in order to enable the new management orders to be issued with the power to lease for twenty one years.

[WSAHA](#)

The next meeting of the WSAHA will be on 18 November 2019 in the Shire of Wickepin chambers. This is where the WSAHA will be discussing the amendments to the FAA for the construction of the Aged units.

Following are comments on the FAA that will be discussed at this meeting.

WSAHA FAA Notes

1. The agreement requires the designs to be reviewed by a third party prior to tendering, I can see this being a problem as we will want to tender for design and construct. Tenders would normally include ageing in place outcomes. Not too many people in Rural WA that could undertake this requirement. There is adequate provision in the original scope to include aging in place guidelines. What is the reasoning for this and who is the third party, can we have some clarification on what this actually means.

A: This is a condition requested by the RAAP assessment panel (consisting of the Department of Communities, Department of Primary Industries and Regional Development and WA Country Health Service) for all aged accommodation projects receiving RAAP funding. There are many organisations that can undertake this work, but ideally, the review will come from an architecture firm with experience in aged accommodation and ageing in place principles. The Shire of Wickepin may want to discuss with the Shire of Kojonup how it delivered upon this obligation as part of their Great Southern Housing Initiative project.

2. Funding Amount where it says Disbursal of funding will be subject to availability, still leaves the councils vulnerable to have funds withdrawn half way through the project and is a major risk for the councils involved.

A: I can understand your issue with this point. It is a standard clause set in all Financial Assistance Agreements and stems from the nature of government budgeting. While we can't remove the clause we can work with you to alter the payment dates so that you receive the majority of funding earlier. However, we are still bound by the budget and cash flows, i.e. there is a portion of funding that is allocated to 2020/21 that cannot be brought forward into 2019/20.

3. The section under point 3 where it specifies where the ILUs will be built needs to be more consistent with the addresses, ie putting the town name after all addresses.

A: Happy for this to be amended as necessary.

The Department of Primary Industries and Regional Development have also agreed that the \$13,958 left over from the original \$20,000 grant that was returned can also be used for the construction of the Aged Units. This will be returned with the first part of the \$1.3million grant under the variations to the existing FAA.

October 2019	
17 th	WNRM Living Lakes
29 th	WPS School Council
November 2019	
4 th	Facey Homestead
7 th	Interviews General Hand
11 th	Townscape
11 th	St John Ambulance training AED
13 th	Lifestyle Retirement Committee
18 th	WSAHA

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	01/09/2019-30/09/2019	CEO, FM
A2	Septic Tank Application Approvals	EHO			
A3	Building Approvals	BO			
A4	Road Side Advertising	CEO			
A5	Application for Planning Consent	CEO			
A6	Appointment and Termination of Staff	CEO			
A7	Rates Recovery – Instalment Payments	CEO			
A8	Issue of Orders	CEO			
A9	Legal Advice	CEO			
A10	Permits to Use Explosives	CEO			
A11	Street Stalls	CEO			
A12	Liquor Consumption on Shire Owned Property	CEO			
A13	Hire of Community Halls / Community Centre	CEO	Wickepin Cricket Club - Fixtures Wickepin Football Club – AGM Wickepin CRC – Senior's event Keallie Scott – STEM Cell nutrition presentation Julie Russell – Senior's Xmas Lunch Wickepin CRC – Blue Light Disco Yealering PS – End of year concert Wickepin PS – End of year concert	2019/20 11/11/19 15/11/19 16/11/19 6/12/19 17/12/19 18/12/19 12/12/19	Wickepin CC Community Community Community Community Community Community Community

A14	The Food Act 2008 and the Food Regulations 2009	CEO			
A15	The Public Health Act 2016	CEO			

Recommendations:

The Council note the Chief Executive Officer's report dated 15 November 2019.

Voting Requirements: Simple majority.

13. Notice of Motions for the Following Meeting

14. Reports and Information

15. Urgent Business

16. Closure

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