



A Fortunate Place

Shire of Wickepin

Agenda

Ordinary Meeting of Council

Council Chambers, Wickepin

3.30pm, Council Chambers, Wickepin

19 FEBRUARY 2020



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 19 February 2020 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

14 February 2020

Time Table

11.30am	Governance, Audit & Community Services Meeting
12.00pm	Lunch
12.45pm	Forum
2.45pm	Australian Citizenship Ceremony
3.00pm	Afternoon Tea
3.30pm	Ordinary Council Meeting

Disclaimer

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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 19 February 2020**

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	Steven Martin
Councillor	Fran Allan
Councillor	Allan Lansdell
Councillor	John Mearns

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

Leave of Absence (Previously Approved)

Councillor	Sarah Hyde
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Apologies

2. Public Question Time

3. Applications for Leave of Absence/Apologies

4. Petitions, Memorials and Deputations

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

6. Confirmation of Minutes

Ordinary meeting of council - Wednesday 18 December 2019

Moved/ Seconded

That the minutes of the Ordinary meeting of council held on Wednesday 18 December 2019 be confirmed as a true and correct record.

Carried /

7. Receival of Minutes

RECEIVAL OF MINUTES

7.1 Australia Day Committee

Submission To:	Ordinary Council
Location/Address:	Whole Shire
Name of Applicant:	Lara Marchei, Executive Services Officer
File Reference:	CR.MEE.211
Author:	Lara Marchei, Executive Services Officer
Disclosure of any Interest:	Nil
Date of Report:	12 February 2020

Enclosure/Attachments:

Minutes of the Australia Day Committee meeting held on Wednesday 18 December 2019.

Background:

The Australia Day Committee meeting was held on Wednesday 18 December 2019.

Summary:

Council is being requested to receive the Australia Day Committee meeting minutes held on Wednesday 18 December 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 Australia Day Committee meeting held on Wednesday 18 December 2019 be received.

Voting Requirements: Simple majority.



A Fortunate Place

Shire of Wickepin

Minutes

Australia Day Committee Meeting Council Chambers, Wickepin

Content of these minutes are confidential until the Community Award winners are announced on 26 January 2020

This meeting will be held BEFORE council meeting at 11.30am on Wednesday 18 December 2019

18 DECEMBER 2019

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**Minutes of an Australia Day Committee Meeting held in Council Chambers, Wickepin
Wednesday 18 December commencing @ 11.30am.**

The Chairperson declared the meeting open at 11.38 am.

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

Cr Allan Lansdell	Chairperson
Cr Wes Astbury	Member
Cr Fran Allan	Member
Mr Mark J Hook	Chief Executive Officer
Mrs Melissa Martin	Executive Support Officer
Ms Lara Marchei	Executive Support Officer

Apologies

Cr Julie Russell Member

Leave of Absence (Previously Approved)

2. Public Question Time

3. Applications for Leave of Absence/Apologies

4. Petitions, Memorials and Deputations

4.1 Election of Chairperson

Cr Allan Lansdell stood down as Chairperson and CEO Mr Mark Hook took the Chair. The CEO called for nominations for Chairperson.

Cr Wes Astbury nominated Cr Lansdell, Cr Lansdell accepted the nomination verbally.

There being no further nominations Cr Lansdell was elected as Chairperson of the Australia Day Committee for the ensuing two years.

Cr Lansdell took the chair as the Presiding Member.

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

6. Confirmation of Minutes – 19 December 2018

Moved Cr Wes Astbury / Seconded Cr Fran Allan

That the minutes of the Australia Day Committee meeting held on 19 December 2018 be confirmed as a true and correct record.

Carried 3/0

Ms Lara Marchei entered the meeting at 11.45am.

7. Notice of Motions of Which Notice Has Been Given
8. Receipt of Reports & Consideration of Recommendations
9. Notice of Motions for the Following Meeting
10. Reports & Information

10.1 2020 Event

The 2020 Australia Day function is to be held on Sunday 26 January 2020 at the Wickepin Community Centre with councillors arriving at 6:30am to prepare and the function getting underway at 8.00am.

10.2 Community Awards

Nominations closed on Friday 13 December 2019.

Nominations received:

Citizen of the Year
Clinton Hemley
Skye Moxham
Kelly Steere

Moved Cr Fran Allan / Seconded Cr Wes Astbury

That Mr Clinton Hemley be awarded the Citizen of the Year award for 2019.

Carried 3/0

Young Citizen of the Year
Nil

Senior Citizen of the Year
Linley Rose

Moved Cr Wes Astbury / Seconded Cr Fran Allan

That Mrs Linley Rose be awarded the Senior Citizen of the Year award for 2019.

Carried 3/0

Community Group of the Year
Wickepin History Group

Moved Cr Fran Allan / Seconded Cr Wes Astbury

That the Wickepin History Group be awarded the Community Group of the Year award for 2019.

Carried 3/0

10.3 Master of Ceremony

Moved Cr Fran Allan / Seconded Cr Wes Astbury

That Cr Julie Russell be approached to MC the Australia Day Ceremony held in Wickepin on Sunday 26 January 2020.

Carried 3/0

10.4 Other Matters Raised by Members

- Free entry to the Wickepin Swimming Pool on Australia Day, 26 January 2020.

Moved Cr Fran Allan / Seconded Cr Wes Astbury

That free entry to the Wickepin Swimming Pool will be in place on Australia Day, 26 January 2020.

Carried 3/0

- Function to be held at the Wickepin Community Centre.
- Food to be purchased from local suppliers and picked up by Cr Allan on Saturday 25 January 2020.
- Advertise event – posters to be completed by Mel Martin, advert placed on Facebook and also ABC radio.
- MWS to ensure gas bottles and BBQs are prepared.
- Flagpole and flag from the shire.
- Australian promotional equipment to be purchased.
- National anthem.
- Photography – shire camera.
- Use harvest ban text to send reminder about the event.
- The next meeting is to be held in September 2020 before nomination forms go out to the public and prior to September council meeting to discuss the Young Citizen of the Year award to encourage more nominations.

11. Urgent Business

12. Closure

The next Australia Day meeting will be held on Wednesday 16 September 2020.

There being no further business the Chairperson declared the meeting closed at 12pm.

Actions Requested from meeting

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

RECEIVAL OF MINUTES

7.2 Governance, Audit and Community Services Committee

Submission To:	Ordinary Council
Location/Address:	Whole Shire
Name of Applicant:	Lara Marchei, Executive Support Officer
File Reference:	CR.MEE.202
Author:	Lara Marchei, Executive Support Officer
Disclosure of any Interest:	Nil
Date of Report:	12 December 2020

Enclosure/Attachments:

Minutes of the Governance, Audit and Community Services Committee meeting held on Wednesday 18 December 2019.

Background:

The Governance, Audit and Community Services Committee meeting was held on Wednesday 18 December 2019.

Summary:

Council is being requested to receive the Governance, Audit and Community Services Committee meeting minutes held on Wednesday 18 December 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 Governance, Audit and Community Services Committee meeting held on Wednesday 18 December 2019 be received.

Voting Requirements: Simple majority.



A Fortunate Place

Minutes

Governance, Audit & Community Services Committee
Council Chambers, Wickepin

18 DECEMBER 2019

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**Minutes of a Governance, Audit and Community Services Committee Meeting held in Council Chambers,
Wickepin, Wednesday 18 December 2019**

The Chairperson declared the meeting open at 10.10am.

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

Cr W Astbury	Chairperson
Cr A Lansdell	Member
Cr F Allan	Member
Cr N Astbury	Member
Cr S Martin	Member
Cr S Hyde	Member
Cr John Mearns	Member

Marius van der Merwe	Auditor, Butler Settineri
Carly Meagher	Auditor, Office of Auditor Generals (teleconference)

Mark Hook	Chief Executive Officer Deputy
Erika Clement	Chief Executive Officer

Mrs Melissa Martin	Executive Support Officer
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Apologies

Cr J Russell	Member
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Leave of Absence (Previously Approved)

2. Public Question Time

3. Applications for Leave of Absence/Apologies

4. Petitions, Memorials and Deputations

4.1 Election of Chairperson

Cr Wes Astbury stood down as Chairperson and CEO Mr Mark Hook took the Chair.

The CEO called for nominations for Chairperson.

Cr Martin nominated Cr Wes Astbury, Cr Wes Astbury accepted the nomination verbally.

There being no further nominations Cr Wes Astbury was elected as Chairperson of the Governance, Audit and Community Services Committee for the ensuing two years.

Cr Wes Astbury took the chair as the Presiding Member.

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

6. Confirmation of Minutes – Governance, Audit and Community Services – 21 August 2019

Moved Cr Sarah Hyde / Seconded Cr Steve Martin

That the minutes of the Governance, Audit and Community Services Committee held on 21 August 2019 be confirmed as a true and correct record.

Carried 7/0

7. Status Report

Subject/Action	Date	Officer	Progress	Status	Comment

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

○ = in progress ✓ = completed ✕ =superseded

8. Notice of Motions of Which Notice Has Been Given**9. Receipt of Reports & Consideration of Recommendations**

9.1 – 2018/2019 Annual Report

Submission To:	Ordinary Council
Location / Address:	Whole Shire
Name of Applicant:	Erika Clement, Finance Manager
File Reference:	FM.FR.1211
Author:	Erika Clement, Finance Manger
Disclosure of any Interest:	Nil
Date of Report:	12 December 2019

Enclosure/Attachments:

- Annual Financial Report for the year ended 30 June 2019
- Butler Settineri Report for the year ended 30 June 2019

Summary:

The Governance, Audit and Community Services committee is being requested to adopt the Annual Audit and Management Reports provided by Office of Auditor General for the year ended 30 June 2019.

Background:

Council has received the Annual Audit Report for 2018/2019 from Office of Auditor General; a copy will be forwarded to the Department of Local Government as per the Local Government Financial Regulations.

Comments:

The Shire of Wickepin has received the audit report from Office of Auditor General. Mr Marius van der Merwe Auditor, Butler Settineri and Ms Carly Meagher, Office of Auditor General, will be in attendance to present the 2018/2019 Audit Report.

The Independent Auditor's Report, Audit findings and Management letters addressed to the CEO Mark Hook and Shire President Julie Russell from the Officer of Auditor General was tabled.

Statutory Environment:

Local Government (Financial Management) Regulations 1996

Part 4

Financial reports — s. 6.4

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

Policy Implications:

Nil

Financial Implications:

Nil

Strategic Implications:

Nil

Marius van der Merwe and Carly Meagher left the meeting at 10.45am.

Meeting adjourned at 10.47am

Meeting recommenced at 11.28am

Recommendations:

That the Governance, Audit and Community Services committee adopts the Annual Report and Annual Audit and Management Reports provided by Office of Auditor General for the year ended 30 June 2019.

Voting Requirements: Absolute majority.

Moved Cr Sarah Hyde / Seconded Cr Nathan Astbury

That the Governance, Audit and Community Services committee adopts the Annual Report and Annual Audit and Management Reports provided by Office of Auditor General for the year ended 30 June 2019.

Carried by Absolute Majority

10. Notice of Motions for the Following Meeting

11. Reports & Information

11.1 Other matters raised by members

12. Urgent Business

13. Closure

There being no further business the Chairperson declared the meeting closed at 11.32am.

The next Governance, Audit and Community Services Meeting will be held on Wednesday 19 February 2020.

Actions Requested from meeting

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

RECEIVAL OF MINUTES

7.3 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:	12 February 2020

Enclosure/Attachments:

Minutes of the Albert Facey Homestead Committee meeting held on Monday 3 February 2020.

Background:

The Albert Facey Homestead Committee meeting was held on Monday 3 February 2020.

Summary:

Council is being requested to receive the Albert Facey Homestead Committee meeting minutes held on Monday 3 February 2020.

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 3 February 2020 be received.

Voting Requirements: Simple majority.



A Fortunate Place

Shire of Wickepin

Minutes

Albert Facey Homestead Committee

Council Chambers, Wickepin

3 FEBRUARY 2020

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**Minutes of an Albert Facey Homestead Committee Meeting held in Council Chambers, Wickepin –
Monday 3 February 2020**

The Chairperson declared the meeting open at 2pm.

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

Dave Astbury	Chairperson
Cr Allan Lansdell	Member
Libby Heffernan	Member
Linley Rose	Member
Helen Warrilow	Member
Margaret Fleay	Member
Charlotte Astbury	Member
Luci Sartori	Member

Mark Hook	Chief Executive Officer
Lara Marchei	Executive Support Officer
Diana Blacklock	Community Development Officer

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 Chairperson

Before Dave stood down as Chairperson he congratulated Linley Rose and the Wickepin History Group for receiving Senior Citizen of the Year award and Community Group of the Year award respectively.

Dave Astbury stood down as Chairperson and CEO Mr Mark Hook took the Chair. The CEO called for nominations for Chairperson.

Linley Rose nominated Dave Astbury. Dave Astbury accepted the nomination verbally.

There being no further nominations Dave Astbury was elected as Chairperson of the Albert Facey Homestead Committee for the ensuing two years.

Dave Astbury took the chair as the Presiding Member.

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

6. Confirmation of Minutes

Albert Facey Homestead Committee – 04 November 2019.

Moved Cr Lansdell / Seconded L Heffernan

That the minutes of the Albert Facey Homestead Committee held on 4 November 2019 be confirmed as a true and correct record.

Carried 8/0

Business Arising from Minutes

Avon Valley Sash – has been hung on the wall in the foyer of the shire administration office.

Homestead brochures – more to be printed and left at Newsagency.

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
Check on booklets for the homestead print more if required	CEO	More copies required.	○	ESO to print more and leave at Jean's Newsagency.
SMS messages to be sent to Dave Astbury, Charlotte Astbury, Helen Warrilow and Margaret Fleay regarding meetings	ESO	SMS reminder for February meeting sent 14 January 2020.	✓	Reminder placed in ESO calendar to send SMS one week before each meeting

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 November 2019 - January 2020

Date	Description	Income
05/11/2019	ALBERT FACEY TAKINGS TO 05/11/19	181.82
23/01/2020	ALBERT FACEY TAKINGS TO 23/01/2020	113.64
		295.46

Date	Description	Expenditure
12/11/2019	JIM'S PEST CONTROL ANNUAL TREATMENT	130.12
18/11/2019	SHIRE OF PINGELLY DIRECTIONAL SIGN	65.13
26/11/2019	EFIRE & SAFETY NOV 2019 FIRE EQUIPMENT SERVICE	145.00
06/01/2020	ELIZABETH HEFFERNAN CLEANING	50.00
		390.25

Moved L Heffernan / Seconded D Astbury

That the financial statement tabled for the period ending 31 January 2020 as presented be received.

Carried 8/0

9. Receipt of Reports & Consideration of Recommendations

10. Reports & Information

Lucy Satori – Curtains to be hung using a rod on brackets.

Diana Blacklock, CDO – Updated the committee on the A Fortunate Life production by Theatre 180. The production is now showing in Midland and will be shown in Busselton starting in March 2020. It is anticipated that the theatre production will be opened in Wickepin on 11 July 2020 at the town hall with possible support from the shire. Discussions are ongoing between the CDO, CEO and Theatre 180. It was suggested that the committee could possibly showcase the Homestead on the day. Suggestions on how to integrate this to be brought to the next meeting.

10.1 Other matters raised by members

Libby Heffernan - Burning Swan weekend 9 – 13 April 2020

Roster for the Homestead required to capitalise on the traffic going to and from Kulin.

Linley Rose – Homestead Roster

Linley suggested that the committee need to look in to trying to get more volunteers on to the Homestead roster. A notice to be placed on Facebook and committee members to be proactive in trying to recruit volunteers.

Alan Lansdell – Inkiepinkie Well

Discussed the location of Inkiepinkie Well and Albert Facey Cave.

11. Urgent Business

12. Closure

The next Albert Facey Homestead Committee Meeting will be held on 4 May 2020.

There being no further business the Chairperson declared the meeting closed at 2.37pm.

Actions Requested from meeting

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

RECEIVAL OF MINUTES

7.4 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:	12 February 2020

Enclosure/Attachments:

Minutes of the Lifestyle Retirement Committee meeting held on Wednesday 5 February 2020.

Background:

The Lifestyle Retirement Committee meeting was held on Wednesday 5 February 2020.

Summary:

Council is being requested to receive the Lifestyle Retirement Committee meeting minutes held on Wednesday 5 February 2020.

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 5 February 2020 be received.

Voting Requirements: Simple majority.



A Fortunate Place

Shire of Wickepin

Minutes

Lifestyle Retirement Committee

Council Chambers, Wickepin

5 FEBRUARY 2020

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**Minutes of Lifestyle Retirement Committee Meeting held in Council Chambers, Wickepin
Wednesday 5 February 2020.**

The Chairperson declared the meeting open at 9.30am.

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

Syd Martin	Chairperson
Cr Fran Allan	Member
Cr Allan Lansdell	Member
Murray Lang	Member
Colin Hemley	Member
Coleen Thompson	Member
Audrey Bird	Member
Steve Rose	Member
Rex Bergin	Member

Mark Hook	Chief Executive Officer
Mel Martin	Executive Support Officer

Apologies

Leanne Smith	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

9.32am Cr Allan Lansdell entered the meeting

4.1 Election of Chairperson

Before Syd stood down as Chairperson he welcomed new Committee Members Steve Rose and Rex Bergin to the Lifestyle Retirement Committee.

Syd Martin stood down as Chairperson and CEO Mr Mark Hook took the Chair. The CEO called for nominations for Chairperson.

Coleen Thompson nominated Syd Martin, Syd Martin accepted the nomination verbally.

There being no further nominations Syd Martin was elected as Chairperson of the Lifestyle Retirement Committee for the ensuing two years.

Syd Martin took the chair as the Presiding Member.

9.33am Audrey Bird entered the meeting

9.35am Colin Hemley entered the meeting

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

6. Confirmation of Minutes

Lifestyle Retirement Committee Meeting – 13 November 2019.

Moved Fran Allan / Seconded Murray Lang

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

Carried 9/0

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
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.	13/11/19	CEO	CEO Mark Hook to draft thank you letter	✓	Letter sent and personal call made by CEO
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.	13/11/2019	CEO	Recommendation adopted at November 2019 Council Meeting	✓	

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

9. Reports & Information

RFT 6 2019/20 Aged Person's Units Johnston St, Wickepin

The following advert was placed in the Narrogin Observer on Thursday 19 December 2019 and The West Australian on Saturday 21 December 2019. Tenders close 4pm Friday 28 February 2020.

SHIRE OF WICKEPIN

The Shire of Wickepin invites tenders as detailed below.

**Tender RFT 5 2019-2020
4-bedroom/2 Bathroom
Executive Home Either
Transportable or Built on Site**

**Tender RFT 6 2019-2020
Aged Persons Units
Johnston Park**

SPECIFICATIONS
A copy of the Specifications and Conditions of Tender can be obtained from the Shire of Wickepin Administration Centre during normal office hours (8.30am-5.00pm) by telephoning Executive Support Officer on (08) 9888 1005. A copy can also be obtained by e-mailing your request to eso@wickepin.wa.gov.au

Tenders close at 4.00pm on 28 February 2020 and can be addressed to, The Chief Executive Officer, PO Box 19, Wickepin 6370, or delivered to the Council Tender Box at the Shire of Wickepin Administration Centre, 77 Wogolin Road, and duly marked with the relevant tender number.

The lowest or any tender will not necessarily be accepted.

Mark J Hook
Chief Executive Officer



Tender specs have so far been requested by the following:

Kbuilt Construction
Cooper & Oxley
Modular WA
Master Builders WA
Ramm's Building Design
Schlager Group
Colli Truss and Frames
AusBuild Consulting
Judith McDougall Designs

9.1 Other matters raised by members

Tender progress

A group discussion was raised regarding current tenders and the procedure once tender dates have closed. CEO Mark Hook advised Committee that once tenders have closed and been reviewed a special Lifestyle and Retirements Committee meeting will be held to discuss each tender and to decide on the appropriate candidate. Once decided by the Committee a recommendation will be taken to Council (possibly not until the April meeting) for discussion and possible approval.

Overseer and Project Manager

CEO Mark Hook clarified that an overseer, possibly himself will be appointed to oversee the construction of the Wickepin Aged Care units which has been set in the budget. A Project Manager will be employed by the WSAHA to manage all documentation and financials for the overall project (Wickepin, Kondinin, Corrigin and Cuballing).

Audrey Bird – FAA timeline

Audrey Bird requested a copy of the signed FAA timeline. A copy was given to all Committee members.

Audrey Bird – Current Aged Care Units

Audrey Bird also questioned why the current aged care units are often unoccupied. There were a number of possibilities – “waiting for new constructed units”, “too small”, “residents past independent living”. It was discussed that in the future more advertising be done to promote the current units and make them more presentable.

Other ideas were to possibly expand the existing structures to accommodate the need for larger living quarters. Rent them out to seasonal workers or to be used to accommodate participants in weekend sporting events, e.g. bowls, tennis, netball or football carnivals.

10. Urgent Business

11. Closure

The next Lifestyle Retirement Committee Meeting will be held Wednesday 6 May 2020 at 9.30am.

There being no further business the Chairperson declared the meeting closed at 10.12am.

Actions requested from meeting

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

RECEIVAL OF MINUTES

7.5 Annual Elector's Meeting

Submission To:	Ordinary Council
Location/Address:	Whole Shire
Name of Applicant:	Lara Marchei, Executive Services Officer
File Reference:	GO.CME.1306
Author:	Lara Marchei, Executive Services Officer
Disclosure of any Interest:	Nil
Date of Report:	12 February 2020

Enclosure/Attachments:

Minutes of the Annual Elector's meeting held on Thursday 6 February 2020.

Background:

The Annual Elector's meeting was held on Thursday 6 February 2020.

Summary:

Council is being requested to receive the Annual Elector's meeting minutes held on Thursday 6 February 2020.

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 Annual Elector's meeting held on Thursday 3 February 2020 be received.

Voting Requirements: Simple majority.



A Fortunate Place

Shire of Wickepin

Minutes

Annual Elector's Meeting

Wickepin Community Centre

6 FEBRUARY 2020

**Minutes of an Annual Elector's Meeting held in the Shire of Wickepin Community Centre, Wickepin
Thursday 6 February 2020 commencing at 6:30pm**

1. Attendance

President	Cr JA Russell
Councillor	Cr FA Allan
Councillor	Cr SJ Hyde
Councillor	Cr AG Lansdell
Councillor	Cr NS Astbury
Councillor	Cr WA Astbury
Chief Executive Officer	Mark Hook
Finance Manager	Erika Clement
Manager of Works	Gary Rasmussen
Mel Martin	Executive Support Officer
Guest Speaker	Constable Dorry Grzinic
	Sargent Phil Huggins
	Marion Hook
	Steve Rose
	Dave Astbury
	Ross McDougall
	Kevin Coxon
	Colin Hemley
	Clint Hemley
	Alison Hill
	Ray Lewis
	Audrey Bird

Apologies

Cr SJ Martin
Elaine Bushby
Keith Bushby
Linley Rose

2. Opening

The President Cr Russell declared the meeting open at 6.33pm.

3. Confirmation of Minutes - Annual Electors Meeting 7 February 2019.

Moved Dave Astbury / Seconded Colin Hemley

That the minutes of the Annual Electors Meeting held on 7 February 2019 be confirmed as a true and correct record.

Carried

4. Annual Report 2018/2019

4.1 Acceptance of Annual Report 2018/2019

The President Cr Russell gave a brief outline of the 2018/2019 Annual Report. Cr Russell thanked the CEO, DCEO, CDO, ESO, Works Manager, outside staff and all other Shire of Wickepin staff for their work over the last year. Cr Russell advised that the Council does strive to achieve the best for all communities within the Shire of Wickepin. The Shire President Cr Julie Russell thanked her deputy Cr Wes Astbury and fellow councillors for the last year's work.

Moved Cr Wes Astbury / Seconded Steven Rose

That the 2018/2019 Shire of Wickepin Annual Report as presented be accepted.

Carried

6:40pm Audrey Bird entered the meeting

4.2 Business Arising

5. General Business

5.1 Blue Tree

Ray Lewis raised concerns regarding the Blue Tree and its current location. Ray is all in favour of the Blue Tree and its significance however found the current location of the blue tree too confronting for residents who have lost a significant other to suicide / mental health. Ray believes the Community spirit needs to be lifted and the current location of the tree brings a sense of sadness and believes that it was a rushed decision when the positioning was decided.

CEO Mark Hook addressed Ray's concerns by reading a letter written by Elaine and Keith Bushby.

Cr Julie Russel also stated there has been another letter written to the Shire addressing the Blue Tree and its location.

6:45pm Sargent Phil Huggins and Constable Dorry Grzinic entered the meeting

Cr Wes Astbury addressed Ray and stated he understood his concerns, however – "It's a good conversation starter, therefore serving its purpose".

Colin Hemley believes the location of the tree is satisfactory. It is only a symbol to raise awareness within the Community. Ross McDougall agreed, as did Dave Astbury. Dave Astbury being opposed to relocating the tree.

Works Manager, Gary Rasmussen stated he understands both opinions regarding the location of the tree. However believes the purpose of the tree is being achieved – getting the Community talking about suicide/mental health and raising awareness.

Alison Hill suggested the Shire contact the Blue Tree association and seek their guidance in regards to location – also stating that Wickepin is spelt incorrectly on their Website.

Audrey Bird suggested that all parties come to a mutual agreement and called to move a motion that Council considers moving the Blue Tree outside of the town boundary but keep it on the Williams – Kondinin Road, the tree has a significance purpose however needs to be relocated.

Moved Audrey Bird / Seconded Ray Lewis

Council considers moving the Blue Tree outside of the town boundary but keep it on the Williams – Kondinin Road. The tree has significance purpose however needs to be relocated.

Status Quo 6/6**5.2 Caravan Park**

Dave Astbury raised concerns regarding the state and condition of the Wickepin Caravan Park. Dave believes that the park needs to look more inviting and the ground surrounding it keep tidy. He raised the question of possibly updating the BBQ area and replacing it with a decent size camp kitchen.

Cr Julie Russell advised that the matter can be considered in the 2020/2021 budget.

Ray Lewis believes that the Manager of the Caravan Park must live in the house provided by the Shire located on the Caravan Park grounds.

Cr Julie Russell advised the current Manager has his own residence and would be unfair for the Shire to request he leaves his dwelling to occupy the Caravan Park house.

Ross McDougall pointed out that a lot of small country town caravan park Managers do not live on the park grounds – it's just the way small country towns work.

5.3 Wickepin Rubbish Tip

Steve Rose raised concerns regarding the Wickepin Rubbish Tip. Suggesting that the tip be open on certain days and set times.

There has been a lot of non – rate payers / community residents that have been accessing the tip causing it to fill quickly and rubbish just being dumped.

Cr Julie Russell suggested the tip be closed 1 or 2 days per week and possibly overnight, stating that Wickepin tip is the only 24/7 tip in the district.

Steve Rose suggested we could have the tip manned and only open at certain times.

Cr Julie Russell acknowledged Steve Roses' suggestion but advised in doing this the Shire would need to employ another staff member.

Works Manager, Gary Rasmussen believed that if Wickepin were to man the tip then the Yealering and Harrismith tips would get an influx of rubbish beyond their capacity.

Audrey Bird suggested an automatic gate be installed. Ross McDougall agreed and suggested it could function similar to the Stand pipe cards issued by the Shire.

Cr Fran Allan suggested that surveillance cameras could be installed along with the electronic gate to discourage people from dumping their rubbish at the entrance.

CEO Mark Hook advised it could be put to Council for consideration, coinciding with the 2020/2021 financial budget.

5.4 Line Road / Stock Route Road

Dave Astbury questioned the progress of Line Road, querying if the whole of the road was going to be bituminised. Gary Rasmussen addressed the question, stating that if all of the road was to be bituminised it would increase the amount of traffic, therefore in the long term being more costly due to maintenance.

Dave Astbury also questioned the state of the Stock Route Road. Again Gary Rasmussen addressed the question stating this road will be addressed within 3 years of the 5 year road program. However there are roads in more urgent need of repair.

5.5 Youth Employment

Ray Lewis raised awareness regarding lack of employment opportunities for the youths in Wickepin.

CEO Mark Hook advised that the Shire could make contact with the employment agencies in Narrogin and pass on any relevant information. Also stating that in the past the Shire have offered traineeships opportunities to the youths of the Community

5.6 Drum Muster

Audrey Bird questioned the drum muster procedure and questioned if it was financially worth it.

Finance Manager, Erika Clement advised we get dollar for dollar, therefore the costing being neutral.

5.7 Water Supply to town dam

Ray Lewis questioned the town's water catchments.

CEO Mark Hook advised that all eroded catchment have been cleaned out and there are no current plans for any new catchments.

Cr Julie Russel advised that water is critical at this present time and the whole community needs rain.

5.8 Notice Board

Ray Lewis suggested the Shire place a notice board in front of the Administration building informing the Community of upcoming events.

Cr Julie Russel noted the idea and advised it will be discussed at the 2020/2021 budget meeting.

5.9 Christmas Lights

Ray Lewis suggested the town displays more Christmas lights during the festive season like the larger Shires.

Cr Julie Russel noted the idea and advised it will be discussed at the 2020/2021 budget meeting.

5.10 Support Local Businesses

Ray Lewis believes that the community needs to be more supportive of each other. Wickepin / Yealering / Harrismith using the example of the Australia Day Breakfast and lack of residents coming together from each town.

Cr Fran Allan and Kevin Coxon agreed with Ray's point however advised that the Australia Day Breakfast is held at a time when a lot of local residents are away on leave.

5.11 Channel Situated Near Railway Dam

Ross McDougall was looking for suggestions to get the Channel near the railway dam recognised.

Cr Julie Russell added that it is very difficult to access the track and would be very costly to make it suitable to be open to the public, however needs to be documented and suggested a book be published.

CEO Mark Hook advised he would speak with the Wickepin Heritage Group.

Works Manager, Gary Rasmussen commented that the Shire of Narrogin placed a plaque at their Railway Dam. Suggested the Shire of Wickepin could do something similar.

5.12 Aged Care Units

Ray Lewis asked the current progress of the Aged Care Units.

Cr Julie Russell advised that the tenders close on the 28 February 2020 and will be taken to the April Council Meeting.

5.13 Cemetery Fence

Colin Hemley made the suggestion that the fence at the cemetery needs to either be replaced or removed as it's in a poor state.

Cr Julie Russell said that it was a Historical fence and residents don't want it to be pulled down. Cr Julie Russell said that the concern had been taken to the Townscape Committee previously and it was decided to leave it as was.

CEO Mark Hook suggested that the fence be removed and not replaced.

5.14 CBH – Rail

Ray Lewis questioned if the rail lines could get up and running again.

CEO Mark Hook advised the both the State Government and CBH have taken the idea of going back to rail completely off the table.

5.13 Thank You

Clinton Hemley commended all Councillors and Shire staff for their efforts in 2018/2019.

Cr Julie Russell Thank all attendees and welcomed Constable Dorry Grzinic as guest speaker.

6. Closure

There being no further business the Shire President Cr Julie Russell declared the meeting closed at 7.25pm.

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
1045-201119 - 30	Rft 5 2019-2020 – Construction of One 4 x 2 Executive Home	CEO	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.	✓	Advertisement placed in The Narrogin Observer 19/1/20 and The West Australian 21/1/20
1046-181219-05	Wickepin She Shed He Shed Christmas Tree	CEO	<p>1. That Council accept the Wickepin She Shed He Shed Group design for the Wickepin Xmas tree</p> <p>2. That Council place the Wickepin She Shed He Shed Group Christmas tree structure at the end of the fuel depot area near the new trees that have been recently planted.</p> <p>3. That Council accept the donation of the solar lights for the Xmas tree from the She Shed He Shed group.</p>	✓	Tree placed in Main Street
1047-181219-08	Chart of Accounts	DCEO	That Council approves the restructuring of the chart accounts to the ITvision user group developed Chart of accounts at a cost of \$18,945.00.	✓	Purchase order given
1048-181219-11	LGIS – 2019 Surplus Distribution	CEO	<p>1. That Council request the surplus share distribution of \$12,609 to be used as a credit against the 2020/2021 Insurance invoices</p> <p>2. That Council request representatives from WALGA and LGIS to present to a meeting of Council for a general briefing on the LGIS mutual scheme and how it works</p>	✓	Request made to LGIS
1049-181219-12	Local Planning Policy 10.3.1.3 – Heritage Policy Provisions	Manager Development & Regulatory Services	That with respect to the Local Planning Policy 10.3.1.3 - Heritage Policy Provisions, Council revoke this policy as the provisions regarding heritage matters have been adequately addressed in the existing Shire of Wickepin	✓	Policy revoked

			Local Planning Scheme No. 4. and to follow the procedure for the revocation of the policy in accordance with clause 6 of the <i>Planning and Development (Local Planning Schemes) Regulations 2015</i> .		
1050-181219-13	CEO Long Service Leave	CEO	That Council allow the Chief Executive Officer to take Annual Leave from Monday 23 rd December 2019 to Wednesday 1 st January 2020. That Council allow the Chief Executive Officer to take Long Service Leave from Thursday 2 January 2020 to Friday 24 January 2020.	✓	LSL taken by CEO
1051-181219-16	2018/19 Annual Report	CEO	1. That council adopts the Annual Report and the Annual Audit and Management Reports provided by the Office of Auditor General, for the year ended 30 June 2019. 2. That the Shire of Wickepin 2018/2019 Annual Report be received and adopted. 3. That the annual Elector's meeting and Farmers Forum be held on Wednesday 6 February 2020 at 6.30pm.	✓	Annual Electors meeting held 06/02/2020
1052-181219-20	Wickepin She Shed He Shed Blue Tree	CEO	That council install the Wickepin She Shed He Shed Group's Blue Tree structure in the area next to the Information Board in the townsite of Wickepin	✓	Blue tree installed
1053-181219-22	Australia Day Community Awards 2019	CEO	That council award the Australia Day 2019 Community awards: Citizen of the Year Senior Citizen of the Year Community Group of the Year	✓	Awards presented on Australia Day

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

○ = in progress ✓ = completed ✕ =superseded

9. Notice of Motions of Which Notice Has Been Given

10. Receipt of Reports & Consideration of Recommendations

TECHNICAL SERVICES

10.1.01 Manager Works and Services Report

Submission To:	Ordinary Council
Location/Address:	Whole Shire
Name of Applicant:	Manager Works & Services, Gary Rasmussen
File Reference:	CM.REP.1
Author:	Manager Works & Services, Gary Rasmussen
Disclosure of any Interest:	Nil
Date of Report:	13 February 2020

Enclosure/Attachments: Nil.

Summary:

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

Background: Nil.

Comments:

Programmed Construction Works

- Wickepin Harrismith Rd - asphalt will be laid next month over the floodway. Truck parking signage is up.
- Blackspot Wickepin Harrismith Rd - culvert and road widening completed and guard rail installed.
- Blackspot Collins St - new culvert installed, waiting on the contractor to do the headwall so the asphalt can be laid.
- Elsinore Rd - trees have been removed, site has been prepped of gravel, re sheeting works starting end of the month.
- Sprigg Rd - this work will be completed by end of February, they are water binding the gravel at the moment.

Maintenance Works

- Maintenance grader has been touching up some of the roads around the shire, all he can do is remove the loose gravel.
- Pothole patching on going.
- Signage maintenance on going.
- Harrismith Hall is ready for the contractor to paint.

Occupational Health and Safety

- Lost time injury - nil for the month.
- Plant - nothing to report.

Parks and Gardens

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

Plant and Equipment

- Have received the zero turn mower and working well.
- New truck arrived Thursday 13/02/2020
- Backhoe around end of February 2020.

Other Information**Finding water**

- I got a dowser in to find water in the cropping paddock. He found three streams, two that have a big pull that indicates good possibility and one smaller one but still a possibility. The price to sink a water bore is approx \$85 per meter, so if it's 70m \$5,950 per drill plus casing cost as well approx \$2000, so approx \$8000 total. The pump solar approx \$10,000 and pipe.
- There is a possibility to capture water on the CBH site and pump it up to the footy oval dam as well. I had a look at this and is another good site with CBH permission. I would increase the outlet dam by making it deeper so it would not affect CBH site, bed bore a pipe out of their site then open trench the rest of the way to Harrismith Rd. This would have to be power or diesel pump. I have not done a cost on this yet. I am thinking it would be approx \$50,000.
- Installed new water catchment on Harrismith Rd and maintenance on existing contour banks.
- We have cleaned the Railway dam as much as we could with the loader and installed new contour drains and cleaned the existing contour drains.
- All it has to do is rain and we will be right.

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 11 February 2020.

Voting Requirements: Simple majority.

TECHNICAL SERVICES

10.1.02 Yealering Townsite – Kings Tree Care Report

Submission To:	Ordinary Council
Location/Address:	Yealering Townsite
Name of Applicant:	Mark Hook, Chief Executive Officer
File Reference:	RD.SM.2626
Author:	Mark Hook, Chief Executive Officer
Disclosure of any Interest:	Nil
Date of Report:	10 February 2020

Enclosure/Attachments: Kings Tree Report

Summary:

Council is being requested to adopt the Kings Tree Report regarding the tress within the Yealering townsite and undertake all recommendations within the report.

Background:

The CEO and Manger of Works had some concerns with some trees in the Yealering townsite that was thought to be dangerous and required removal or pruning.

The CEO contracted Kings Tree Care to inspect the associated trees and provide a report to council on the state of the trees in question.

Comments:

The Lake Yealering Progress Association was provided a copy of the report and also copies were provided in Yealering at the Post Office and Yealering Pantry for the community's input.

Council has not received any submissions on the Kings Tree Care.

The CEO forwarded the following email to the Lake Yealering Progress Associating on 18 September 2019 and 4 November 2019 and received the following replies:

Email Forwarded 18 September 2019

Please find attached a report from Kings Tree Care concerning the state of the trees in the Yealering Townsite. Please pass any comments back to me as I will be taking this report to the October Council meeting with recommendations as outlined within the report.

Email Forwarded 4 November 2019

The trees in the report from Kings Tree Care have all been marked today so would be good if we could have all comments back to the Shire for the December Council Meeting. We have left a copy of the report at the Post Office and Matt Pockran's shop if anyone wants to have a look at the report.

Reply 5 December 2019

Just letting you know I have had no correspondence from the community in regards to the trees marked for either pruning or removal. I gave the community until 1 December to respond.

As stated in the above email all the trees within the report have been marked to make it easy for the Yealering Community to see what trees were listed within the report.

The trees within the report need to have all the actions taken as listed within the report from Kings Tree Care.

Statutory Environment: Nil

Policy Implications: Nil

Financial Implications:

The amount of \$20,000 for the removal and pruning of the trees at Yealering has been budgeted for under LPG2 Yealering Parks and Gardens.

Strategic Implications: Nil

Recommendations:

That the Shire of Wickepin accept and action all the recommendations within the Kings Tree Care report.

Voting Requirements: Simple majority.

TECHNICAL SERVICES**10.1.03 Tree Removal 9 Moss Parade**

Submission To:	Ordinary Council
Location/Address:	Road Verge 9 Moss Parade
Name of Applicant:	Mark Hook, Chief Executive Officer
File Reference:	A5271
Author:	Mark Hook, Chief Executive Officer
Disclosure of any Interest:	Nil
Date of Report:	10th February 2020

Enclosure/Attachments: Nil

Summary:

Council is being requested to remove the large road verge tree outside 9 Moss Parade Wickepin.

Background:

Council has received the following letter from CR and JA Hemley requesting the removal of the large road verge tree outside 9 Moss Parade Wickepin.

C R & J A Hemley
518 Russell Road
Wickepin 6370

Mr M Hook
7 Wogolin Road
Wickepin 6370
13-1-2020

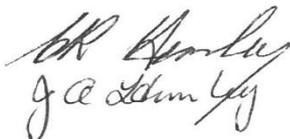
Dear Mark

We are wondering if the tree on the verge at 9 Moss Parade can be removed as it is unsightly and leaves a mess in our yard.

Has the council any guidelines as to what happens after the tree has been removed.

Yours sincerely

Colin & Jenny Hemley



23 JAN 2020

A5271
ICR 2020 90

Comments:

Following is a picture of the tree outside 9 Moss Parade Wickepin.



The tree appears to be in good health and there are no major issues with the tree other than it does drop a fair bit of bark and tree limbs.

The picture above does show there is a limb on the ground that has fallen from the tree.

The tree does not appear to be doing any damage to the road or the kerbing but as the tree does drop limbs it could be deemed to be dangerous for pedestrians as this is the area where pedestrians walk and is used as the footpath for Moss Parade.

Council staff would be able to remove this tree and clean up the mess of the bark and leaves etc.

Council Policy 8.1.13.6 Tree Pruning states the following

8.1.13.6 TREE PRUNING

Tree removal from verges must be authorised by Council and removed, except dangerous, diseased or dying trees which Council will remove.

Statutory Environment: Nil

Policy Implications: Below is council's Policy in relation to trees on road verges in Urban Areas.

8.1.13 TREE AND ROAD VERGE POLICY IN URBAN AREAS

OBJECTIVE: Encourage the safe development of verge areas in urban areas, by maintained grass and/or garden to maintain a safe environment for motorists and pedestrians, provide access to services/manholes, hydrants, service pits and pillars and encourages landscaping to make verges attractive.

Retention of natural bush and use of native varieties is encouraged. Existing vegetation, trees and shrubs, whether natural or introduced, may not be removed without Council approval.

No financial assistance will be given by Council for development, ongoing operation or maintenance costs of road verges.

8.1.13.1 COUNCIL APPROVAL OF THE LANDSCAPING PLAN

Council permission is required to plant a garden on the street/road verge in front of private property. Applicants must submit a landscaping plan showing details of the proposed garden and the positions of any gardens beds, trees, and shrubs.

The Council Gardener will inspect the landscaping plan, and make any amendments necessary to ensure the planned garden conforms to Council's Policy. The landscaping plan will be returned to the Applicant along with a letter of approval and any conditions that may apply.

A maximum one third of the road verge of any lot may be paved, with the other two thirds used for soakage.

All entrances to residential, commercial and light industrial lots must be at a right angle to the road formation and not on the road truncations.

8.1.13.2 PEDESTRIAN AND CYCLIST SAFETY

All landscaping must allow for pedestrian and cyclist access off the road and road shoulder to a minimum 1.5 metres.

8.1.13.3 PLANTING A LAWN ON THE STREET OR ROAD VERGE

A lawn may be planted on the street/road verge with Council approval, (landscaping plan not required).

Existing vegetation, trees and shrubs, whether natural or introduced, may not be removed without Council approval.

8.1.13.4 TREES, SHRUBS, GROUND COVERS AND GARDENS

A garden of small trees, shrubs and ground covers with mulch, may be established. Council approval is required to plant large trees.

The land user must ensure there is no spillage of vegetation onto road edges, dual-use paths, footpaths or covering of public utility facilities on the verge.

Trees shall not be planted on verges less than three (3) metres in width.

The general tree planting alignment is an offset approximately 2.5 – 3.5 metres from property boundaries. Where there is no kerb, the distance shall be three (3) metres from the edge of the seal to planting.

Trees shall not be planted within one (1) metre of an underground service.

Trees growing to over (5) metres shall not be planted under overhead electrical power lines nor any tree planted where it will grow to within one (1) metre of a power line.

Trees or shrubs which grow taller than 750mm are not to be planted within six (6) metres of intersecting kerb – lines.

No trees are to be planted within three (3) metres of crossovers, road kerbs or shoulders, crossovers, man holes, hydrants, inspection pits and pillars, or within one (1) metre from a dual use path or footpath.

All trees planted in the verge area are to be kept pruned to a height of 2.1 metres clear at the ratepayer's expense.

Poisonous trees (such as Cape Lilac and Castor Oil) and shrubs (such as Oleander) are not permitted.

Spiky plants should be avoided in areas near footpaths, road edges and crossovers.

Weed control using 80mm weed free mulch overlay is acceptable.

8.1.13.5 FREE COUNCIL TREES

Upon request, Council may supply trees of a mutually agreed species from the attached Street species list, provided the property owner agrees to plant and maintain them in a caring manner.

The property owner may receive two trees for an average 20 metre verge frontage, four trees for a corner block and a maximum of six trees for a special rural or industrial area block.

8.1.13.6 TREE PRUNING

Tree removal from verges must be authorised by Council and removed, except dangerous, diseased or dying trees which Council will remove.

8.1.13.7 RETICULATION

Any irrigation system shall be installed and operated to avoid nuisance or hazard to pedestrians and shall have all pipes at depth of 150mm – 300mm with pop up sprinklers set flush with the ground level.

Over spray of road and paths is not allowed.

When laying reticulation in the verge area in front of private property, the property must;

- Ensure that all connections to public or private water supplies comply with requirements and Australian Standards;
- Reticulation is to be controlled from the private property not the verge area;

- Any damage to public utility facilities is to be made good by the Applicant/Rate Payer.

8.1.13.8 MATERIALS ON STREET AND ROAD VERGES

Earth mounding, rocks or retaining walls or other non-frangible items or structures are not permitted on street or road verges. The rate payer must not place or erect any fence, enclosure, rockery or other obstruction on, or about, a lawn or garden on the verge area.

A flush or rounded low profile kerb edge may be approved.

Aggregate and loose gravel are not permitted as a matrix in the street garden.

8.1.13.9 REMOVAL OF MATERIALS FROM THE VERGE AREA

Council may at any time, require the rate payer to remove any tree, shrub, reticulation or structure from the street verge area at the rate payer's expense.

8.1.13.10 TREE SPECIES LIST

Tree Species List (recommended by Wickepin Tree Nursery)

If Council is required to remove any materials from the verge area, the expense incurred may be recovered from the rate payer. Species List (Free Trees)

BOTANICAL NAME	COMMON NAME	FLOWER COLOUR
Hakea laurina	Pin cushion Hakea	Red/pink/cream
Melaleuca Armillaris	Chenille honey murtle	White
Eucalyptus Torquata	Coral gum	Coral/Pink
Melaleuca Priessiana	Paperbark	White
Euc. Tetragona	Silver marlock	White/Cream
Euc. Erythrocoris	Illyarrie	Limegreen/red cap
E. Caesia	Silver princess	Pink/Red
E. Caesia Magna	Weeping Silver princess	Pink/Red
E Nutans	Red flowered moort	Red
Banksia Prionotes	Orange acorn banksias	Orange
Hakea Multilineata	Grass leaf Hakea	Red
Euc. Diellsii	Cap Gum (cap fruited mallee)	Yellow
Pittosporum Phylliraeodes	Native weeping apricot	White
Euc Forrestiana	Fuchsia gum	Red buds

Callistemon phoeniceus	Fiery Bottlebrush	Red
Euc Erythronema	Red flowered mallee	Red
Euc ficifolia	WA Red flowered gum	Red
E. Priessiana	Bell fruited mallee	Yellow
RESOLUTION:		DATE OF REVIEW:
170615-12		17/06/2015
150317-11		15/03/2017

PO Box 19
 77 Wogolin Road
 Wickepin WA 6370
 Phone: 9888 1005
 Fax: 9888 1005
admin@wickepin.wa.gov.au
www.wickepin.wa.gov.au



APPLICATION FOR STREET TREES

I have read council's Policy Manual for street tree planting and agree to abide by the conditions as set there in.

I would like to apply for street/road verge trees in front of my property and agree to plant and maintain them in a caring manner.

Name: _____

Telephone Number: _____

Postal Address: _____

Tree planting Address: _____

My Property has power lines on the verge: Yes No
 My Property is a corner block: Yes No
 My Property is an Industrial block: Yes No
 My Property is a Special Rural block: Yes No

Approximate length of property frontage (metres): _____

Tree Preference: _____

Signed: _____ Date: _____

NURSERY USE ONLY

Amount/Type of Trees: _____

Date Trees purchased: _____

Total Price: _____

Nursery to return this form to the Shire of Wickepin, Wogolin Road, Wickepin 6370, stapled to the Invoice. Please note that the Applicant must sign their name on the invoice and write their property address next to their signature.

Financial Implications: Cost to remove the tree would be around \$500 and would be undertaken by council staff so no contractor cost to Council

Strategic Implications: Nil

Recommendations:
That the CEO be requested to remove the tree as requested outside 9 Moss Parade Wickepin.

Voting Requirements: Simple majority.

TECHNICAL SERVICES

10.1.04 Blue Tree - Wickepin

Submission To:	Ordinary Council
Location/Address:	Wogolin Road
Name of Applicant:	Annual Electors Meeting
File Reference:	RC.LIA.2404
Author:	Mark Hook, Chief Executive Officer
Disclosure of any Interest:	Nil
Date of Report:	12 February 2020

Enclosure/Attachments: Nil

Summary:

Council is being requested to remove the Blue tree in the Main Street area of Wogolin Road and relocate the Blue tree in a different location along the Narrogin Kondinin Road.

Background:

Council at the December meeting moved the following resolution

Resolution No 181219-20

Moved Cr Allan Lansdell /Seconded Cr Wes Astbury

1. That council install the Wickepin She Shed He Shed Group's Blue Tree structure in the area next to the Information Board as shown in the following photo.



Carried 7/1

Comments:

Council staff has installed the blue tree as per council's resolution, following is a picture of the Blue tree in place.



Council has received the following letter and email from local residents regarding the replacement of the blue tree in the Wickepin main street area.

Elaine & Keith Bushby
8 Curlew Way
WICKEPIN WA 6370

Phone: 0428 898 025
Email: elaineb05@iinet.net.au

February 3, 2020

Chief Executive Officer
Shire of Wickepin
PO Box 19
WICKEPIN WA 6370
Email: admin@wickepin.wa.gov.au

Dear Mark,

Unfortunately Keith and I will not be able to attend the Shire forum on Thursday evening due to a prior commitment. I hope this will suffice as our input for the evening.

I would like to address the matter of the "blue tree". I feel this is a wonderful memorial to those who have departed this life. As suicide is a tragic ending to one's life, it is those left behind who are the sufferers.

Having the blue tree in the position it is in, causes much grief to those who have lost loved ones to suicide – it is a constant reminder of their pain. If this tree was moved to a more secluded place, like amongst the trees along the walkway, accompanied by a seat, those who are grieving would have some private time for reflection.

I hope you will take this into consideration.

Thank you for accepting our input.

Email from Selina Ruffles received 12 January 2020

I'm writing to you to ask if you will remove the blue metal tree that has been erected at the end of my street...as you may or may not know I have had a very emotional and tragic few years I have had my partner hang himself and two years later my 20 year old son Nathaniel hang himself in a tree ...although I understand someone has thought this up as a way of making people aware of suicide...me and many other people effected by suicide in our families have great trouble getting through each day without getting upset crying and being able to cope with everyday life so now at the end of my street is a slap in the face for me as it reminds me and upsets me every single time I pass your blue metal tree....it hurts and upsets me every time so I am asking you to please be passionate of the struggle I endure and get rid of it....thank you ...Selina Ruffles local resident for more than 18 years

This matter was raised at the Annual Elector's meeting held 6 February 2020 at the Wickepin Community Centre and following is an extract from the minutes of the Annual Electors meeting held 6 February 2020.

General Business

5.1 Blue Tree

Ray Lewis raised concerns regarding the Blue Tree and its current location. Ray is all in favour of the Blue Tree and its significance however found the current location of the blue tree too confronting for residents who have lost a significant other to suicide / mental health. Ray believes the Community spirit needs to be lifted and the current location of the tree brings a sense of sadness and believes that it was a rushed decision when the positioning was decided.

CEO Mark Hook addressed Ray's concerns by reading a letter written by Elaine and Keith Bushby.

Cr Julie Russel also stated there has been another letter written to the Shire addressing the Blue Tree and its location.

6:45pm Sargent Phil Huggins and Constable Dorry Grzinic entered the meeting

Cr Wes Astbury addressed Ray and stated he understood his concerns, however – "It's a good conversation starter, therefore serving its purpose".

Colin Hemley believes the location of the tree is satisfactory. It is only a symbol to raise awareness within the Community. Ross McDougall agreed, as did Dave Astbury. Dave Astbury being opposed to relocating the tree.

Works Manager, Gary Rasmussen stated he understands both opinions regarding the location of the tree. However believes the purpose of the tree is being achieved – getting the Community talking about suicide/mental health and raising awareness.

Alison Hill suggested the Shire contact the Blue Tree association and seek their guidance in regards to location – also stating that Wickepin is spelt incorrectly on their Website.

Audrey Bird suggested that all parties come to a mutual agreement and called to move a motion that Council considers moving the Blue Tree outside of the town boundary but keep it on the Williams – Kondinin Road, the tree has a significance purpose however needs to be relocated.

Moved Audrey Bird / Seconded Ray Lewis

Council considers moving the Blue Tree outside of the town boundary but keep it on the Williams – Kondinin Road the tree has a significance purpose however needs to be relocated.

Status Quo 6/6

As the vote was a tied vote the resolution is to be regarded as lost, this situation cannot occur at a council meeting as Section 5.21 (3) of the Local Government Act 1995 States the following.

(3) If the votes of members present at a council or a committee meeting are equally divided, the person presiding is to cast a second vote.

Section 5.33 *Local Government Act 1995* states the following.

5.33. Decisions made at electors' meetings

- (1) *All decisions made at an electors' meeting are to be considered at the next ordinary council meeting or, if that is not practicable —*
 - (a) *at the first ordinary council meeting after that meeting; or*
 - (b) *at a special meeting called for that purpose,**whichever happens first.*
- (2) *If at a meeting of the council a local government makes a decision in response to a decision made at an electors' meeting, the reasons for the decision are to be recorded in the minutes of the council meeting.*

As this matter was raised at the Annual Elector's meeting held 6 February 2020 this matter has been placed in the 19 February 2020 agenda for council's action.

Council has two options, to leave the blue tree where it is or relocate the Blue tree as requested. If the blue tree is to be relocated outside of the Wickepin townsite but kept on the Narrogin Kondinin Rd council would require Main Roads WA approval.

Following is an article in relation to the blue tree that was printed in the Narrogin Observer on 16 January 2020.



Following is an extract from the blue tree website <https://www.bluetreeproject.com.au/our-story>

WHAT IS THE BLUE TREE PROJECT?

Our mission is to help spark difficult conversations and encourage people to speak up when battling mental health concerns. By spreading the paint and spreading the message that "it's OK to not be OK", we can help break down the stigma that's still largely attached to mental health.

Spread the Paint - Spread the MESSAGE

More needs to be done to help people with mental health concerns. Stronger support of our professional health system is necessary so we can help people like Jayden - those brave enough to seek help. Tragically, Jayden took his life after being released from hospital twice in one day.

He was overlooked in an overwhelmed system which is not made for modern society mental health. With this project, we hope to raise awareness around mental wellbeing and help reduce the stigma.

Statutory Environment:

Local Government Act 1995

5.33. Decisions made at electors' meetings

- (1) *All decisions made at an electors' meeting are to be considered at the next ordinary council meeting or, if that is not practicable —*
 - (a) *at the first ordinary council meeting after that meeting; or*
 - (b) *at a special meeting called for that purpose,**whichever happens first.*
- (2) *If at a meeting of the council a local government makes a decision in response to a decision made at an electors' meeting, the reasons for the decision are to be recorded in the minutes of the council meeting.*

Policy Implications: Nil

Financial Implications: Cost of removing the blue tree

Strategic Implications: Nil

Recommendations:

That Council remove the blue tree and advertise for community comment where the blue tree is to be relocated.

Voting Requirements: Simple majority.

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

Submission To:	Ordinary Council
Location / Address:	Whole Shire
Name of Applicant:	Erika Clement – Finance Manager
File Reference:	FM.FR.1212
Author:	Dianne Barry – Finance Officer
Disclosure of any Interest:	Nil
Date of Report:	13 February 2020

Enclosure/Attachments: List of Accounts.

Summary:

List of Accounts remitted during the period from 1 December 2019 to 31 December 2019 and 1 January 2020 to 31 January 2020.

Municipal Account	Vouchers	Amounts
EFT	10017-10091	\$103,218.40
Cheques	15639 - 15642	\$ 9,667.52
Payroll	December	\$ 79,867.00
Superannuation	December	\$ 12,729.44
Credit Card	December	\$ 1,607.37
Direct Deductions	December	\$ 1,553.54
Licensing	December	\$ 17,318.05
	December Total	<u>\$255,961.32</u>
Trust		
EFT		\$ 0.00
Cheques		\$ 0.00
	December Total	\$ 0.00
	Total for December	<u>\$255,961.32</u>
Municipal Account	Vouchers	Amounts
EFT	10092-10129,10132-10174	\$ 203,083.19
Cheques	15643-15650	\$ 20,926.33
Payroll	January	\$ 101,279.00
Superannuation	January	\$ 17,065.93
Credit Card	January	\$ 1,175.53
Direct Deductions	January	\$ 1,047.08
Licensing	January	\$ 28,128.60
	January Total	<u>\$372,706.56</u>
Trust		
EFT	10130-10131, 10172-10171	\$ 2,865.34
Cheques	1354	\$312.00
	January Total	<u>\$ 3,177.34</u>
	Total for January	<u>\$375,883.90</u>

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

Certificate of Chief Executive Officer:

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

Comments:

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

Statutory Environment:

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

Policy Implications: Policy 3.1.7 - Cheque Issue.

Strategic Implications: Nil.

Recommendations:

That council acknowledges that payments totalling \$255,961.32 for December 2019 and \$375,883.90 for January 2020 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 – Finance Manager
File Reference:	FM.FR.1212
Author:	Erika Clement – Finance Manager
Disclosure of any Interest:	Nil
Date of Report:	12 February 2020

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 December 2019 and 31 January 2020 as presented be received.

Voting Requirements: Simple majority.

SHIRE OF WICKEPIN
MONTHLY FINANCIAL REPORT
For the Period Ended 31 December 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 December 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 December 2019 of \$2,131,343.

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

Preparation

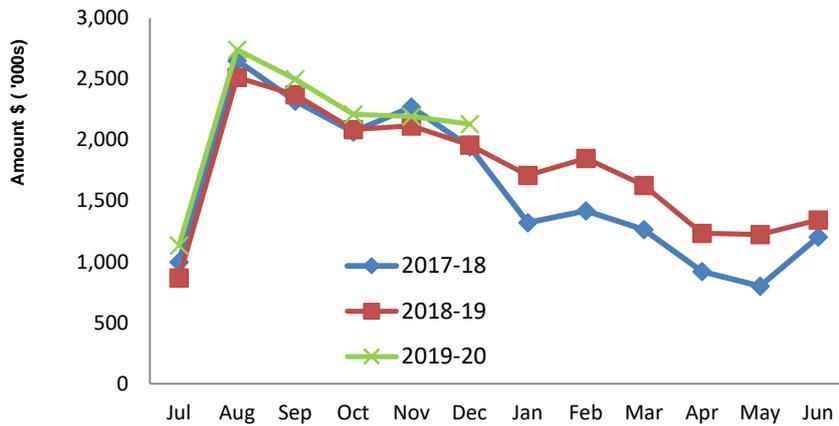
Prepared by: Erika Clement Finance Manager

Date prepared: 10-Jan-20

Reviewed by: Mark Hook CEO

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

Liquidity Over the Year (Refer Note 3)



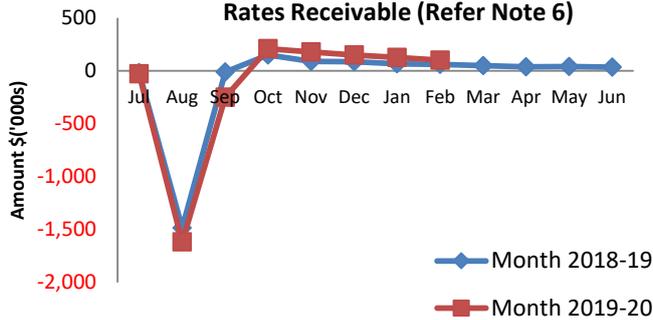
Cash and Cash Equivalents as at period end

Unrestricted	\$ 2,244,954
Restricted	\$ 2,102,637
	\$ 4,347,591

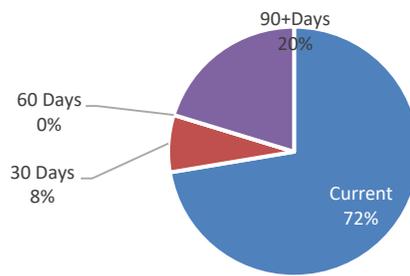
Receivables

Rates	\$ 101,893
Other	\$ 1,247
	\$ 103,140

Rates Receivable (Refer Note 6)



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



Comments

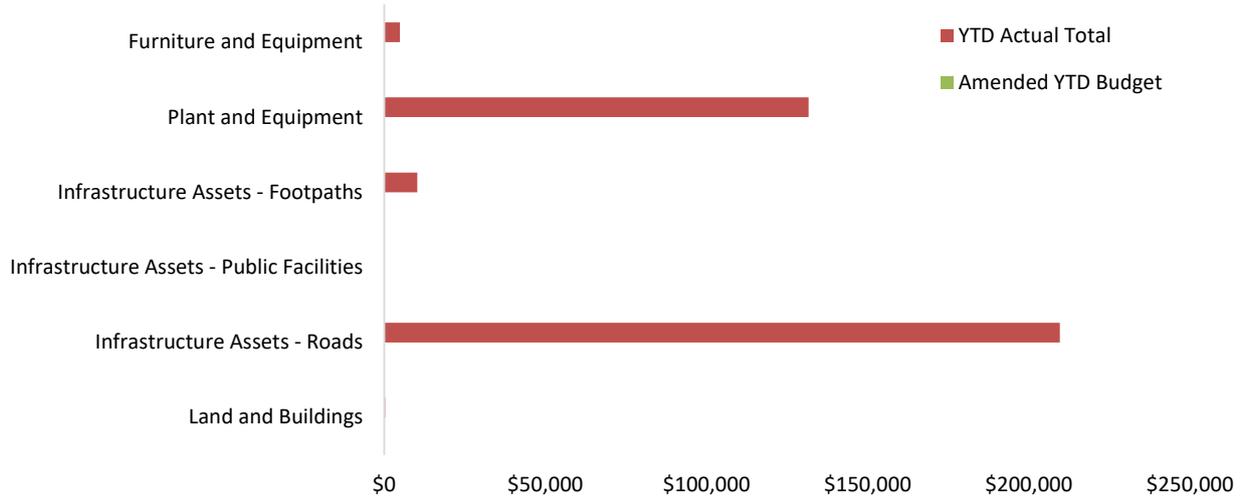
Unrestricted cash includes the following payments in advance

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

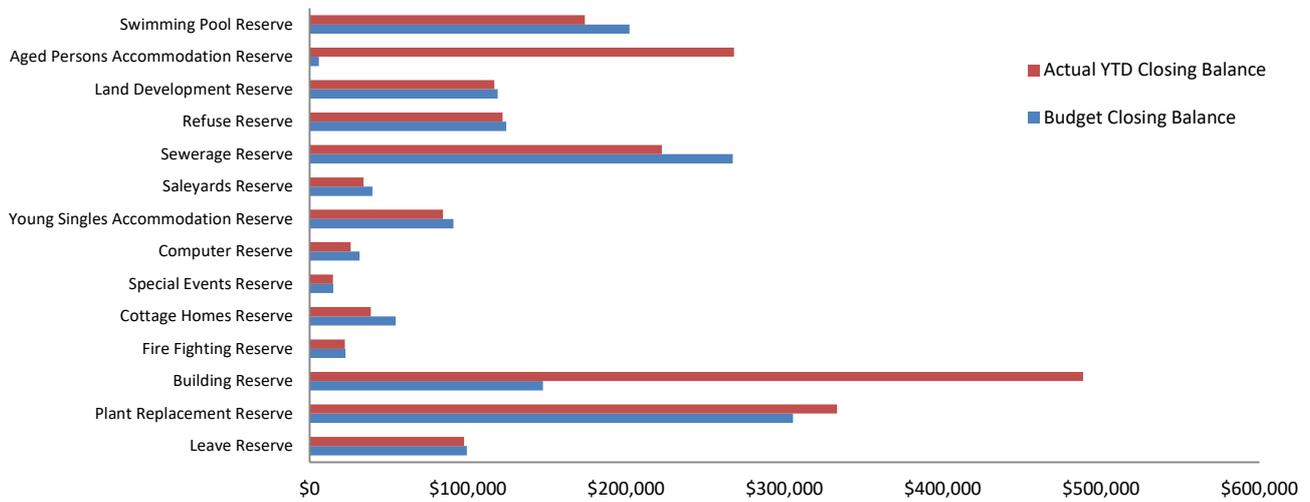
This information is to be read in conjunction with the accompanying Financial Statements and notes.

Shire of Wickepin
Monthly Summary Information
 For the Period Ended 31 December 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.

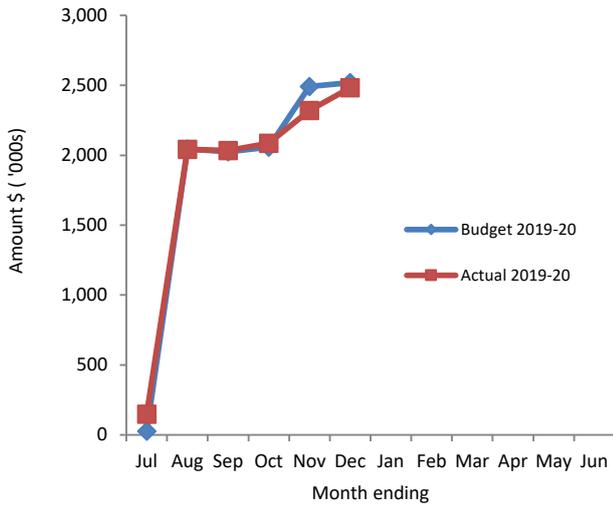
Shire of Wickepin

Monthly Summary Information

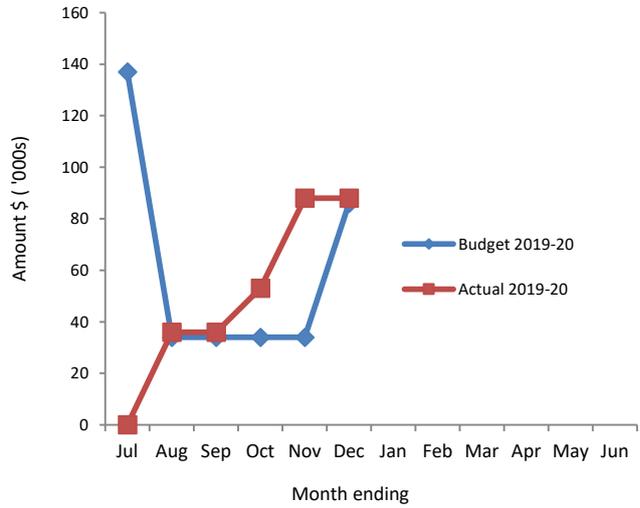
For the Period Ended 31 December 2019

Revenues

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

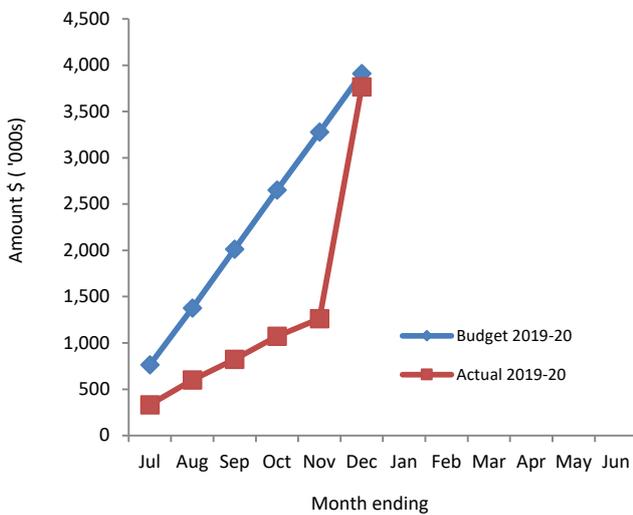


Budget Capital Revenue -v- Actual (Refer Note 2)

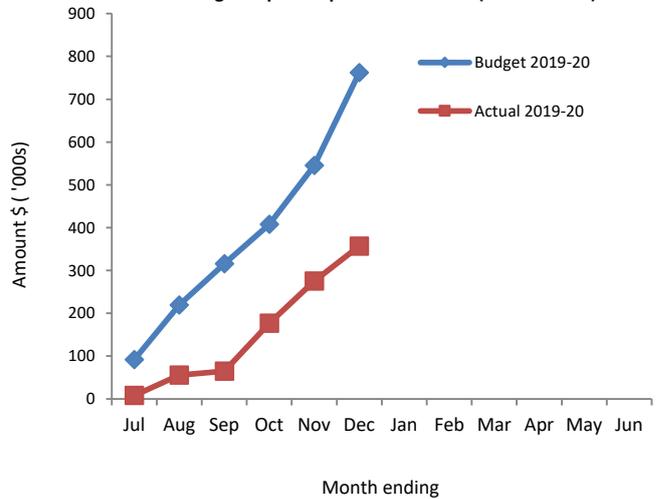


Expenditure

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 December 2019

Note	Annual Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
Operating Revenues						
	\$	\$	\$	\$	%	
	105	48	22,594	22,546	46970.10%	▲
9	1,359,691	1,359,704	1,362,486	2,782	0.20%	
	846,523	403,761	404,246	486	0.12%	
	82,105	60,059	67,705	7,645	12.73%	▲
	0	0	0	0		
	300	144	0	(144)	(100.00%)	
	75,250	37,614	35,162	(2,452)	(6.52%)	
	176,322	156,628	156,621	(7)	(0.00%)	
	18,832	9,396	9,218	(178)	(1.89%)	
	793,702	441,561	360,137	(81,424)	(18.44%)	▼
	58,815	32,394	34,310	1,916	5.91%	
	35,500	17,742	29,644	11,902	67.09%	▲
	3,447,145	2,519,051	2,482,123	(36,928)		
Operating Expense						
	(463,228)	(290,463)	(238,129)	52,334	18.02%	▼
	(84,370)	(42,150)	(33,958)	8,192	19.44%	▼
	(225,013)	(136,630)	(135,066)	1,564	1.14%	
	(25,265)	(12,588)	(17,239)	(4,651)	(36.95%)	▲
	(30,006)	(14,970)	(2,907)	12,063	80.58%	▼
	(158,802)	(81,798)	(72,643)	9,155	11.19%	▼
	(412,024)	(205,670)	(165,763)	39,907	19.40%	▼
	(1,083,460)	(558,193)	(517,631)	40,562	7.27%	▼
	(4,750,199)	(2,374,950)	(2,380,105)	(5,155)	(0.22%)	
	(221,995)	(111,860)	(92,387)	19,474	17.41%	▼
	(45,101)	(81,451)	(110,474)	(29,023)	(35.63%)	▲
	(7,499,463)	(3,910,723)	(3,766,301)	144,421		
Funding Balance Adjustments						
	4,645,059	2,322,486	2,365,417	42,931	1.85%	
8	48,537	24,270	10,087	(14,183)	(58.44%)	▼
	0	0		0		
	641,278	955,084	1,091,325	136,241		
Capital Revenues						
8	205,379	85,575	88,420	2,845	3.32%	
	205,379	85,575	88,420	2,845		
Capital Expenses						
	0	0	0	0		
13	(1,148,000)	(56,500)	(257)	56,243	99.55%	▼
13	(1,084,348)	(542,184)	(209,565)	332,619	61.35%	▼
13	(20,000)	(14,120)	(10,266)	3,854	27.29%	▼
13	(2,300)	0	0	0		
13	(589,379)	(143,197)	(131,669)	11,528	8.05%	▼
13	(5,600)	(5,600)	(4,830)	770	13.75%	▼
	(2,849,627)	(761,601)	(356,587)	405,014		
	(2,644,248)	(676,026)	(268,167)	407,859		
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)	(12,922)	(15,295)	(2,373)	(18.37%)	
7	(157,138)	0	0	0		
	469,396	(9,759)	(11,626)	(1,867)		
Net Operations, Capital and Financing						
	(1,533,574)	269,299	811,532	528,050		
Opening Funding Surplus(Deficit)						
3	1,533,574	1,319,812	1,319,812	0	0.00%	
Closing Funding Surplus(Deficit)						
3	0	1,589,110	2,131,343	528,050		

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 December 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	1,359,704	1,362,486	2,782	0.20%	
Operating Grants, Subsidies and Contributions	934,267	524,160	536,021	11,861	2.26%	
Fees and Charges	430,494	310,864	341,551	30,687	9.87%	▲
Service Charges	0	0	0	0		
Interest Earnings	61,500	11,250	11,854	604	5.37%	
Other Revenue	0	0	0	0		
Profit on Disposal of Assets	4,959	2,478	673			
Total Operating Revenue	2,790,911	2,208,456	2,252,585	45,934		
Operating Expense						
Employee Costs	(1,166,964)	(604,656)	(594,797)	9,859	1.63%	
Materials and Contracts	(1,255,474)	(694,869)	(520,956)	173,912	25.03%	▲
Utility Charges	(169,550)	(84,708)	(79,968)	4,740	5.60%	▲
Depreciation on Non-Current Assets	(4,645,059)	(2,322,486)	(2,365,417)	(42,931)	(1.85%)	
Interest Expenses	(2,050)	(1,020)	(1,209)	(189)	(18.56%)	
Insurance Expenses	(206,870)	(176,236)	(193,194)	(16,958)	(9.62%)	▼
Other Expenditure	0	0	0	0		
Loss on Disposal of Assets	(53,496)	(26,748)	(10,759)			
Total Operating Expenditure	(7,499,463)	(3,910,723)	(3,766,301)	128,433		
Funding Balance Adjustments						
Add back Depreciation	4,645,059	2,322,486	2,365,417	42,931	1.85%	
Adjust (Profit)/Loss on Asset Disposal	48,537	24,270	10,087	(14,183)	(58.44%)	▼
Adjust Provisions and Accruals		0	0	0		
Net Cash from Operations	(14,956)	644,489	861,787	203,114		
Capital Revenues						
Grants, Subsidies and Contributions	656,234	310,595	229,538	(81,057)	(26.10%)	▼
Proceeds from Disposal of Assets	205,379	85,575	88,420	2,845	3.32%	
Total Capital Revenues	861,613	396,169	317,958	(78,212)		
Capital Expenses						
Land Held for Resale	0	0	0	0		
Land and Buildings	(1,148,000)	(56,500)	(257)	56,243	99.55%	▲
Infrastructure - Roads	(1,084,348)	(542,184)	(209,565)	332,619	61.35%	▲
Infrastructure - Public Facilities	0	0	0	0		
Infrastructure - Footpaths	(20,000)	(14,120)	(10,266)	3,854	27.29%	▲
Infrastructure - Drainage	(2,300)	0	0	0		
Heritage Assets	0	0	0	0		
Plant and Equipment	(589,379)	(143,197)	(131,669)	11,528	8.05%	▲
Furniture and Equipment	(5,600)	(5,600)	(4,830)	770	13.75%	▲
Total Capital Expenditure	(2,849,627)	(761,601)	(356,587)	405,014		
Net Cash from Capital Activities	(1,988,014)	(365,432)	(38,629)	326,803		
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)	(12,922)	(15,295)	(2,373)	(18.37%)	
Transfer to Reserves	(157,138)	0	0	0		
Net Cash from Financing Activities	469,396	(9,759)	(11,626)	(1,867)		
Net Operations, Capital and Financing	(1,533,574)	269,299	811,532	528,050		
Opening Funding Surplus(Deficit)	1,533,574	1,319,812	1,319,812	0	0.00%	
Closing Funding Surplus(Deficit)	0	1,589,110	2,131,343	528,050		

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 December 2019

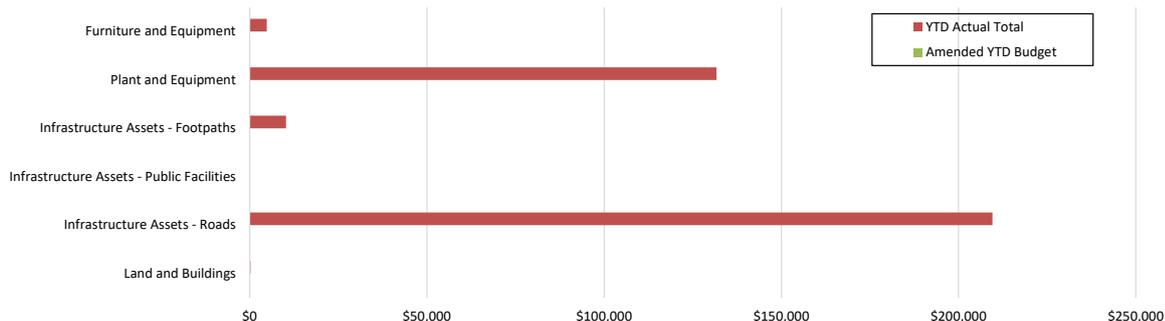
Capital Acquisitions	Note	YTD 31 12 2019					
		YTD Actual New /Upgrade (a)	YTD Actual (Renewal Expenditure) (b)	YTD Actual Total (c) = (a)+(b)	Amended YTD Budget (d)	Amended Annual Budget	Variance (d) - (c)
Land and Buildings	13	\$ 257	\$ 0	\$ 257	\$	\$ 1,148,000	\$ 257
Infrastructure Assets - Roads	13		209,565	209,565		1,084,348	209,565
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	131,669	0	131,669		589,379	131,669
Furniture and Equipment	13	4,830	0	4,830		7,900	4,830
Capital Expenditure Totals		136,756	219,831	356,587.00	0	2,849,627	356,587

Funded By:

Capital Grants and Contributions		229,538	656,234	656,234	426,696
Borrowings		0	0	0	0
Other (Disposals & C/Fwd)		88,420	85,575	205,379	2,845
Own Source Funding - Cash Backed Reserves					
Building Reserve				350,000	
Plant Reserve				34,000	
Aged Accommodation Reserve				267,221	
				0	
				0	
Total Own Source Funding - Cash Backed Reserves		0	0	(651,211)	0
Own Source Funding - Operations		38,629	(741,809)	1,336,793	780,438
Capital Funding Total		356,587	0	2,849,627	356,587

Comments and graphs

Capital Expenditure Program YTD



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

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(s) Reporting Programs (Continued)

HOUSING

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

COMMUNITY AMENITIES

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

RECREATION AND CULTURE

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

TRANSPORT

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

ECONOMIC SERVICES

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

OTHER PROPERTY & SERVICES

Plant works, plant overheads and stock of materials.

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

Note 2: EXPLANATION OF MATERIAL VARIANCES

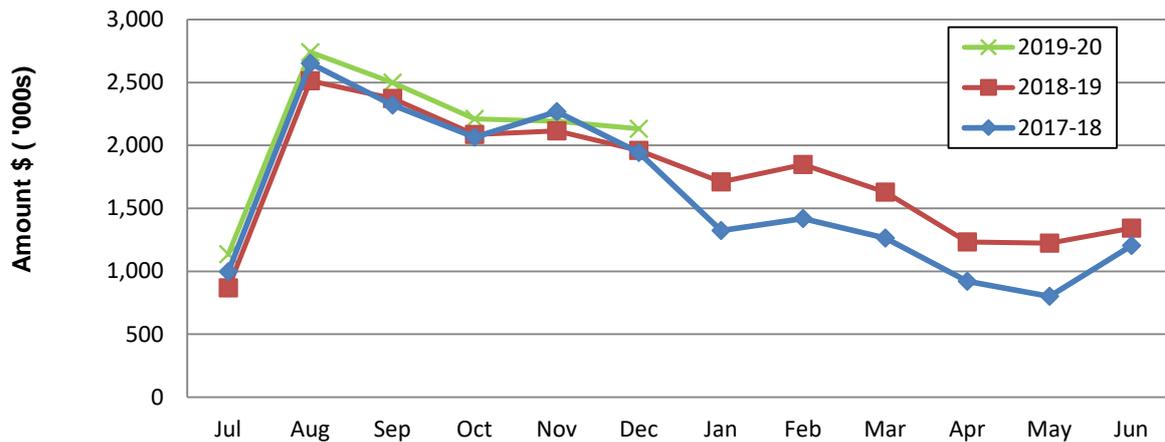
Reporting Program	Var. \$	Var. %	Var.	Timing/ Permanent	Explanation of Variance
Operating Revenues	\$	%			
Governance	22,546	46970.10%	▲	Permanent	Fringe Benefit Refund & Vehicle Insurance Credit
General Purpose Funding - Other	486	0.12%			
Law, Order and Public Safety	7,645	12.73%	▲	Permanent	Higher than expected first payment of ESL Grant, Higher Dog Registrations
Housing	(2,452)	(6.52%)			
Community Amenities	(7)	(0.00%)			
Recreation and Culture	(178)	(1.89%)			
Transport	(81,424)	(18.44%)			
Economic Services	1,916	5.91%			
Other Property and Services	11,902	67.09%	▲	Permanent	Fuel Rebate Review - increase in rebate
Operating Expense					
Governance	52,334	18.02%	▼	Timing	Uniforms & Office equipment costs down. Meeting Fees - January
General Purpose Funding	8,192	19.44%	▼	Timing	Lower Bank Fees, Less Valuation costs
Law, Order and Public Safety	1,564	1.14%			
Health	(4,651)	(36.95%)	▲	Permanent	Mosquito Control (Late invoice from YE Spraying) Playgroup Maintenance still to be done, CDO projects (workshops) still to be held
Education and Welfare	12,063	80.58%	▼	Timing	
Housing	9,155	11.19%	▼	Timing	Housing maintenance costs down.
Community Amenities	39,907	19.40%	▼	Timing	Town planning services costs down, Refuse collections costs down.
Recreation and Culture	40,562	7.27%	▼	Timing	Arts & Craft Centre maintenance still to be done, Cultural Planning costs down
Transport	(5,155)	(0.22%)			
Economic Services	19,474	17.41%	▼	Timing	Shire of Narrogin, Building - Lower costs. Higher Standpipe charges
Other Property and Services	(29,023)	(35.63%)	▲	Timing	LSL taken, Workers Comp Wages to be recouped
Capital Revenues					
Grants, Subsidies and Contributions	(81,057)	(26.10%)	▼	Timing	R2R & RRG income still to be claimed
Proceeds from Disposal of Assets	2,845	3.32%			
Capital Expenses					
Land and Buildings	56,243	99.55%	▼	Timing	Town Hall Roof and floor still to be done(January start date). LYBC Roof still to be done.
Infrastructure - Roads	332,619	61.35%	▼	Timing	Road program still to be completed
Infrastructure - Footpaths	3,854	27.29%	▼	Timing	Footpaths completed, Remaining funds to go to Failed culvert in Collins St
Plant and Equipment	11,528	8.05%	▼	Timing	Purchase of Backhoe- February, Truck- February/March, Mower - January,
Furniture and Equipment	770	13.75%	▼	Permanent	Phone System costs cheaper
Financing					
Loan Principal	(2,373)	(18.37%)			

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

Note 3: NET CURRENT FUNDING POSITION

				Positive=Surplus (Negative=Deficit)		
				YTD 31 Dec 2019	30 June 2018	YTD 30 Dec 2018
Note				\$	\$	\$
Current Assets						
4	Cash Unrestricted			2,244,954	1,462,532	975,440
4	Cash Restricted			2,102,637	2,102,637	1,274,113
6	Receivables - Rates			101,893	34,530	73,835
6	Receivables -Other			1,247	15,076	112,223
	Interest / ATO Receivable/Trust			8,377	31,485	27,693
	Inventories				0	0
				4,459,109	3,646,261	2,463,304
Less: Current Liabilities						
	Payables			(37,702)	(23,397)	(26,842)
	Provisions			(187,424)	(200,415)	(144,743)
				(225,127)	(223,812)	(171,586)
7	Less: Cash Reserves			(2,102,637)	(2,102,637)	(1,274,113)
	Net Current Funding Position			2,131,345	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 December 2019

Note 4: CASH AND INVESTMENTS

	Interest Rate	Unrestricted \$	Restricted \$	Trust \$	Total Amount \$	Institution	Maturity Date
(a) Cash Deposits							
Municipal Bank Account	0.00%	455,775			455,775	ANZ	At Call
Reserve Bank Account	0.00%		637		637	ANZ	At Call
Trust Bank Account	0.00%			21,724	21,724	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-Mar-20
Municipal	1.64%	250,000.00			250,000	ANZ	27-Mar-20
Municipal	1.64%	500,000.00			500,000	ANZ	27-Mar-20
Municipal	0.95%	788,479			788,479	WA Treasury	At Call
Reserve	1.79%		2,102,000		2,102,000	ANZ	17-Jan-20
Trust	2.10%			134,610	134,610	ANZ	17-Jan-20
Total		2,244,954	2,102,637	156,334	4,503,925		

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 December 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 December 2019

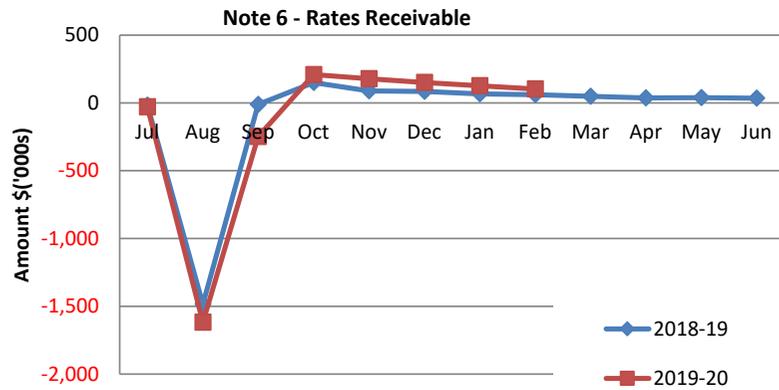
Note 6: RECEIVABLES

Receivables - Rates Receivable

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

Net Rates Collectable
% Collected

	YTD 31 Dec 2019	30 June 2019
	\$	\$
Opening Arrears Previous Years	19,522	19,522
Levied this year	1,538,744	1,534,110
<u>Less</u> Collections to date	(1,456,373)	(1,519,102)
Equals Current Outstanding	101,893	34,530
Net Rates Collectable	101,893	34,530
% Collected	93.46%	97.78%



Comments/Notes - Receivables Rates

Receivables - General

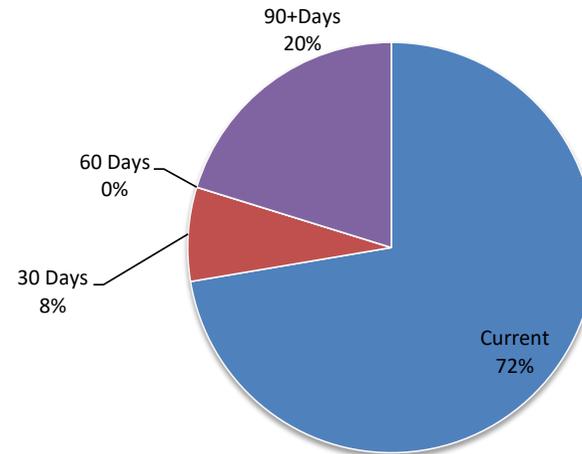
Receivables - General

Total Receivables General Outstanding

Amounts shown above include GST (where applicable)

	Current	30 Days	60 Days	90+Days
	\$	\$	\$	\$
Receivables - General	902	92	0	252
Total Receivables General Outstanding				1,247

Note 6 - Accounts Receivable (non-rates)



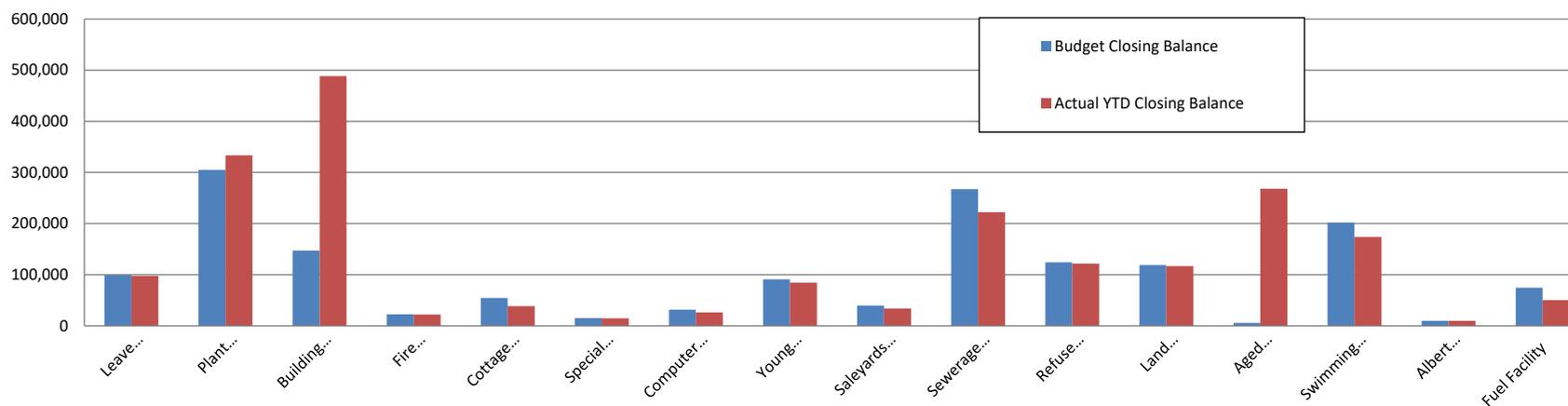
Comments/Notes - Receivables General

SHIRE OF WICKEPIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 December 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 December 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 12 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)	35,455	(1,996)	Pfacey Ford Ranger PFacey	4,959	(1,996)	(6,955)	
						0	0	
296,255	(80,997)	88,420	(10,087)		(48,536)	(10,087)	38,449	

Comments - Capital Disposal/Replacements

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 December 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 December 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		12,164	24,687	13,316	0	577	2,195	24/06/2020
Loan 102 - WD Sports Club SS Greens	26,880		3,132	6,326	23,748	20,554	538	1,258	17/01/2023
	52,360	0	15,295	31,013	37,065	20,554	1,114	3,453	

All debenture repayments were financed by general purpose revenue.

(b) New Debentures

No new debentures were raised during the reporting period.

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 December 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	267,602	266,895
Grants Commission - Roads	WALGGC	Y	244,056	0	244,056	0	122,173	121,883
GOVERNANCE								
Grant - Chart of accounts	DLG	Y			5,000		5,000	0
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	195,748	48,939
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	33,790	50,688
TOTALS			1,590,501	0	939,267	656,234	765,559	829,943
Operating	Operating		934,267				536,021	
Non-Operating	Non-operating		656,234				229,538	
			<u>1,590,501</u>				<u>765,559</u>	

SHIRE OF WICKEPIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 December 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-Dec-19
	\$	\$	\$	\$
Housing Bonds	0.00	572.00	-572.00	0.00
Master Key Deposits	0.00	1,980.00	-780.00	1,200.00
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	-984.37	1,077.04
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	7,500.00	0.00	110,510.21
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		148,879.50	-148,879.50	0.00
	138,841.67	169,027.96	-151,535.87	156,333.76

Level of Completion Indicators

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

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

Note 13: CAPITAL ACQUISITIONS

		31/12/2019					
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)	(12,000)	0	(12,000)		
○	WICKEPIN TOWN HALL - FLOOR	(30,000)	(30,000)		(30,000)		
○	LAKE YEALERING BOWLING CLUB ROOF	(14,500)	(14,500)	0	(14,500)		
○	Recreation And Culture Total	(73,500)	(56,500)	0	(56,500)		
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)	(56,500)	(257)	(68,743)		0
Footpaths							
Transport							
●	FOOTPATHS LFP1	(20,000)	(14,120)	(10,266)	(3,854)		
	Transport Total	(20,000)	(14,120)	(10,266)	(3,854)		0
Footpaths Total		(20,000)	(14,120)	(10,266)	(3,854)		0
Furniture & Equipment							
Governance							
○	ADMIN OFFICE PHONE SYSTEM LABC	(5,600)	(5,600)	(4,830)	(770)		0
○	Governance Total	(5,600)	(5,600)	(4,830)	(770)		0
Furniture & Office Equip. Total		(5,600)	(5,600)	(4,830)	(770)		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)	(42,000)	(51,622)	9,622		0
●	MWS DUAL CAB 6034	(66,015)	(66,015)	(42,588)	(23,427)		0
	Transport Total	(519,015)	(108,015)	(94,210)	(424,805)		0
Plant , Equip. & Vehicles Total		(589,379)	(143,197)	(131,669)	(422,528)		0

Note 13: CAPITAL ACQUISITIONS

		31/12/2019					
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 Harrismith Road	RG002	(397,964)	(198,984)	(184,366)	(14,618)	0
	Regional Road Group Total	(397,964)	(198,984)	(184,366)	(14,618)	0	
Transport Roads to Recovery							
○	Sprigg Road	R2R072	(91,283)	(45,642)	(770)	(44,872)	0
○	Line Road	R2008	(85,229)	(42,612)	(1,439)	(41,173)	0
○	Elsinore Road	R2R033	(121,668)	(60,834)	(7,129)	(53,705)	0
○	Inkiepinkie Road	R2R160	(39,198)	(19,602)	0	(19,602)	0
	Roads to Recovery Total	(337,378)	(168,690)	(9,339)	(159,351)	0	
Transport Black Spot							
○	Collins Street	BS156	(58,317)	(29,160)	(6,032)	(23,128)	0
○	Wickepin Harrismith	BS157	(68,454)	(34,230)	(9,057)	(25,173)	0
○	Blackspot Total	(126,771)	(63,390)	(15,089)	(48,301)	0	
Council Resources Construction							
○	104 Gate Road	CO100	(100,077)	(50,040)	(770)	(49,270)	0
○	Wogolin South Road	CO017	(122,158)	(61,080)	0	(61,080)	0
	Council Resources Construction Total	(222,235)	(111,120)	(770)	(110,350)	0	
	Roads Total	(1,084,348)	(542,184)	(209,565)	(392,619)	0	
○	Capital Expenditure Total	(2,849,627)	(761,601)	(356,587)	(828,514)	0	

SHIRE OF WICKEPIN
MONTHLY FINANCIAL REPORT
For the Period Ended 31 January 2020

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

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Shire of Wickepin

Compilation Report

For the Period Ended 31 January 2020

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 January 2020 of \$2,357,290.

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

Preparation

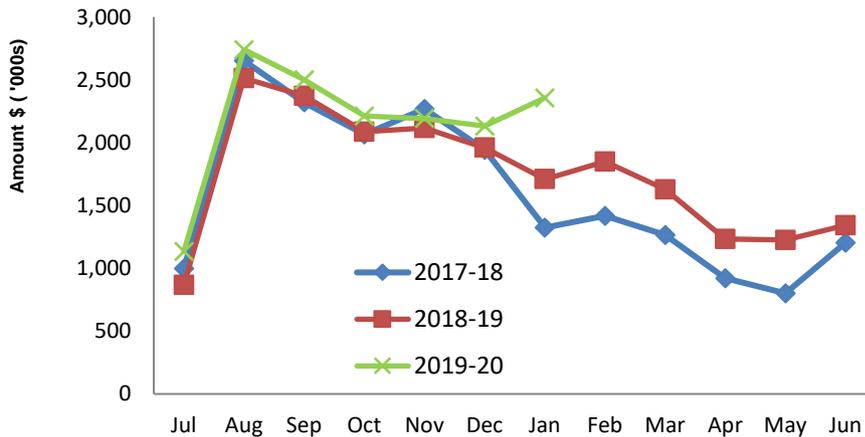
Prepared by: Erika Clement Finance Manager

Date prepared: 4-Feb-20

Reviewed by: Mark Hook CEO

Shire of Wickepin
Monthly Summary Information
 For the Period Ended 31 January 2020

Liquidity Over the Year (Refer Note 3)



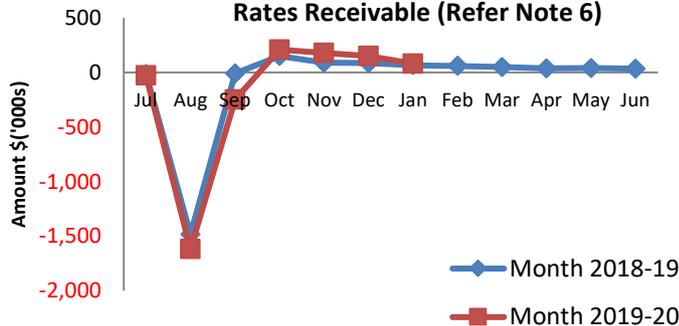
Cash and Cash Equivalents as at period end

Unrestricted	\$ 1,949,686
Restricted	<u>\$ 2,102,637</u>
	\$ 4,052,323

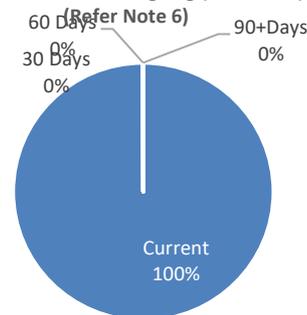
Receivables

Rates	\$ 78,590
Other	<u>\$ 839,188</u>
	\$ 917,778

Rates Receivable (Refer Note 6)



Accounts Receivable Ageing (non-rates)



Comments

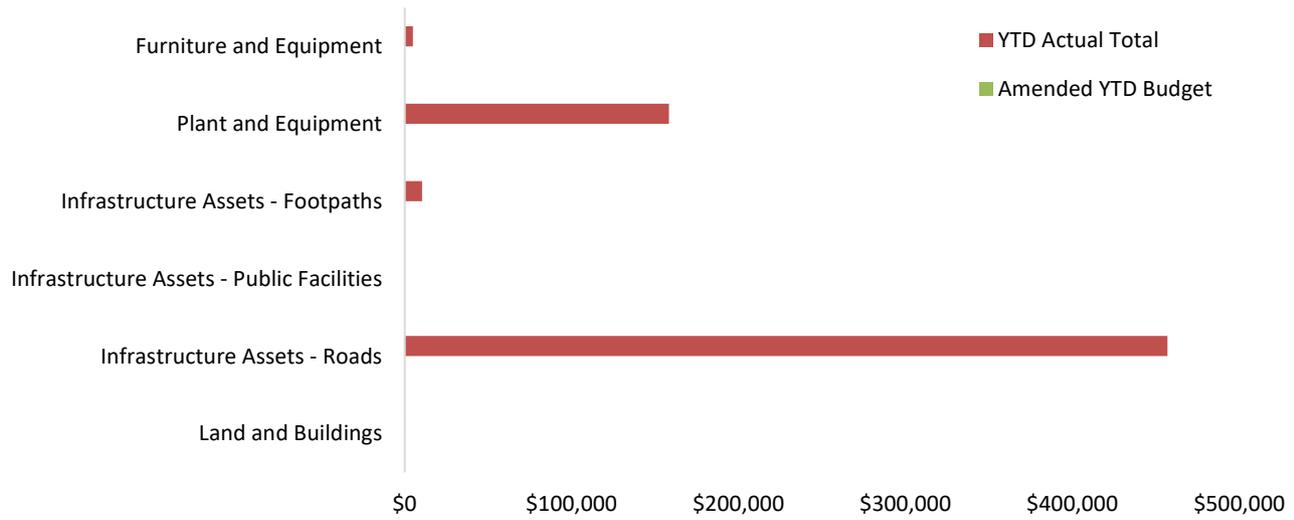
Unrestricted cash includes the following payments in advance

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

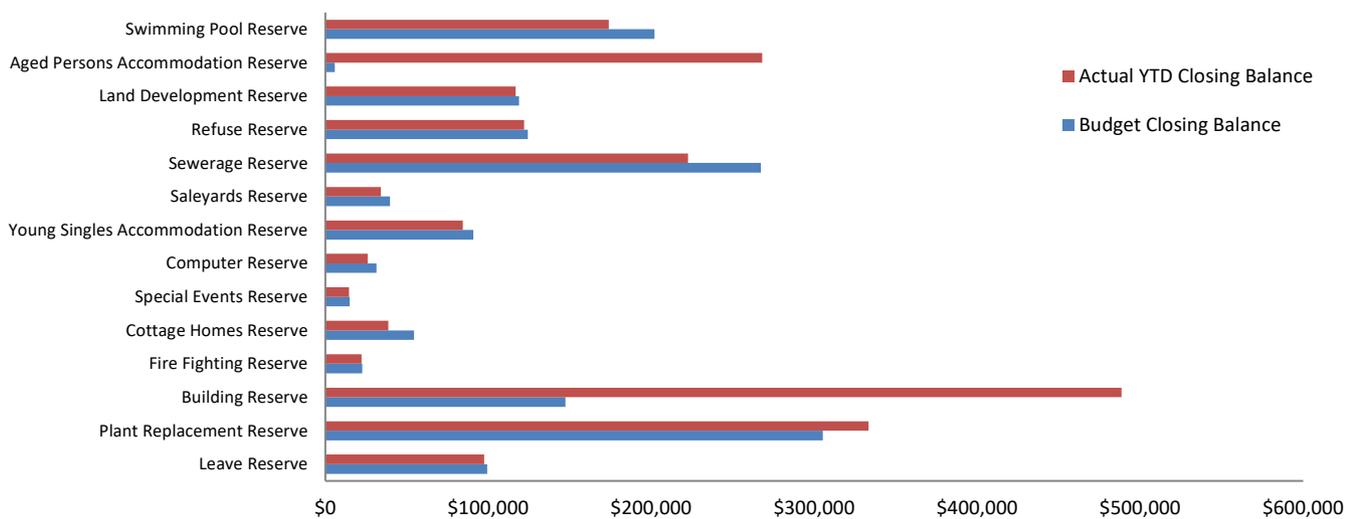
This information is to be read in conjunction with the accompanying Financial Statements and notes.

Shire of Wickepin
Monthly Summary Information
 For the Period Ended 31 January 2020

Capital Expenditure Program YTD (Refer Note 13)



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



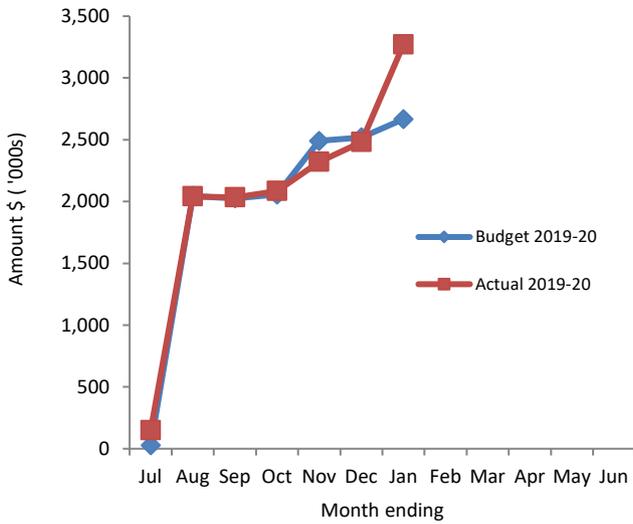
Comments

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

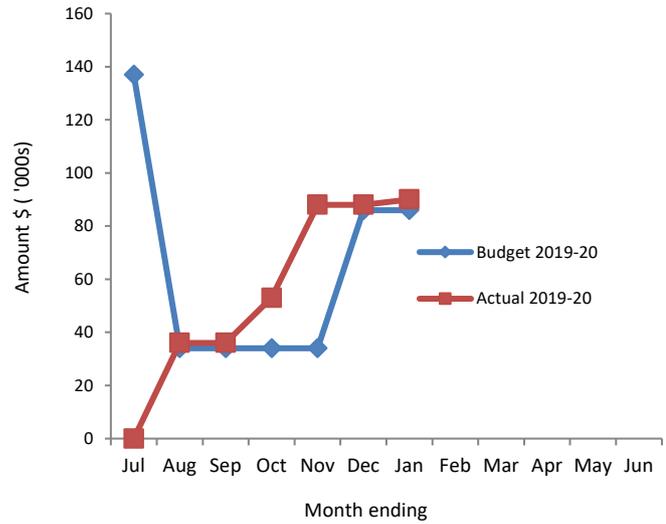
Shire of Wickepin
Monthly Summary Information
 For the Period Ended 31 January 2020

Revenues

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

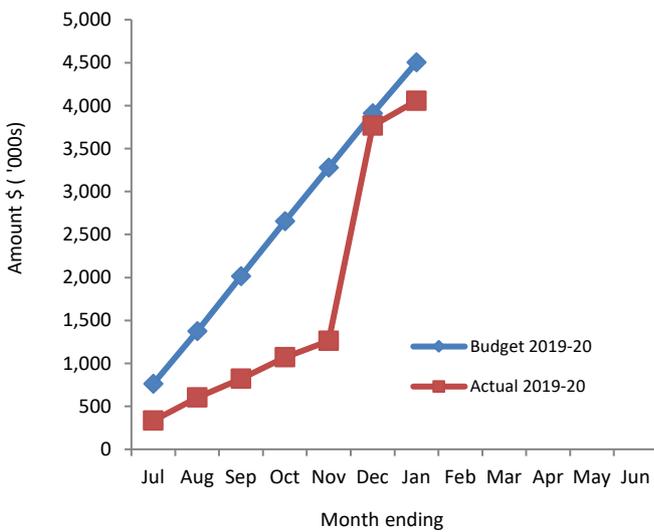


Budget Capital Revenue -v- Actual (Refer Note 2)

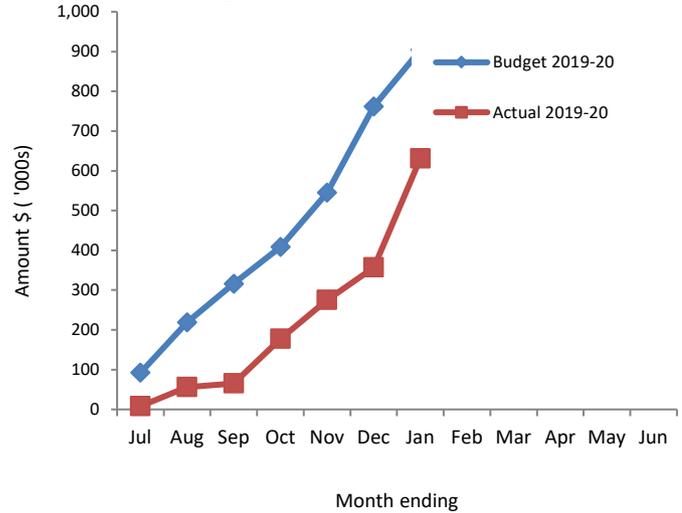


Expenditure

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



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



Comments

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

SHIRE OF WICKEPIN
STATEMENT OF FINANCIAL ACTIVITY
(Statutory Reporting Program)
For the Period Ended 31 January 2020

Note	Annual Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
Operating Revenues						
	\$	\$	\$	\$	%	
	105	56	22,594	22,538	40245.80%	▲
9	1,359,691	1,359,702	1,362,101	2,399	0.18%	
	846,523	405,675	404,708	(966)	(0.24%)	
	82,105	70,675	75,600	4,926	6.97%	
	0	0	0	0		
	300	168	0	(168)	(100.00%)	
	75,250	43,883	791,758	747,875	1704.25%	▲
	176,322	159,905	159,099	(806)	(0.50%)	
	18,832	10,962	13,875	2,913	26.57%	
	793,702	558,227	360,759	(197,467)	(35.37%)	▼
	58,815	36,793	40,297	3,504	9.52%	
	35,500	20,699	39,734	19,035	91.96%	▲
	3,447,145	2,666,744	3,270,526	603,782		
Operating Expense						
	(463,228)	(320,494)	(295,938)	24,556	7.66%	▼
	(84,370)	(49,175)	(44,143)	5,032	10.23%	▼
	(225,013)	(147,643)	(145,690)	1,953	1.32%	
	(25,265)	(14,686)	(17,941)	(3,255)	(22.17%)	▲
	(30,006)	(17,465)	(5,415)	12,050	68.99%	▼
	(158,802)	(94,581)	(78,074)	16,507	17.45%	▼
	(412,024)	(239,115)	(200,721)	38,394	16.06%	▼
	(1,083,460)	(645,623)	(621,492)	24,131	3.74%	
	(4,750,199)	(2,770,775)	(2,785,214)	(14,439)	(0.52%)	
	(221,995)	(130,170)	(111,934)	18,236	14.01%	▼
	(45,101)	(75,077)	(146,808)	(71,731)	(95.54%)	▲
	(7,499,463)	(4,504,804)	(4,453,370)	51,434		
Funding Balance Adjustments						
	4,645,059	2,709,567	2,757,333	47,766	1.76%	
8	48,537	28,315	18,262	(10,053)	(35.51%)	▼
	0	0	0	0		
	641,278	899,822	1,592,750	692,929		
Capital Revenues						
8	205,379	85,575	89,520	3,945	4.61%	
	205,379	85,575	89,520	3,945		
Capital Expenses						
	0	0	0	0		
13	(1,148,000)	(56,500)	(257)	56,243	99.55%	▼
13	(1,084,348)	(632,548)	(456,946)	175,602	27.76%	▼
13	(20,000)	(15,100)	(10,266)	4,834	32.01%	▼
13	(2,300)	0	0	0		
13	(589,379)	(194,197)	(158,266)	35,931	18.50%	▼
13	(5,600)	(5,600)	(4,830)	770	13.75%	▼
	(2,849,627)	(903,945)	(630,565)	273,380		
	(2,644,248)	(818,370)	(541,046)	277,325		
Financing						
10	0	0	0	0		
	0	0	0	0		
	6,326	6,326	6,326	0	0.00%	
7	651,221	0	0	0		
	0	0	0	0		
10	(31,013)	(20,675)	(20,552)	123	0.60%	
7	(157,138)	0	0	0		
	469,396	(14,349)	(14,226)	124		
	(1,533,574)	67,102	1,037,479	960,324		
3	1,533,574	1,319,812	1,319,812	0	0.00%	
3	0	1,386,914	2,357,290	960,324		

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

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

SHIRE OF WICKEPIN
STATEMENT OF FINANCIAL ACTIVITY
(By Nature or Type)
For the Period Ended 31 January 2020

Note	Amended Annual Budget	Amended YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
Operating Revenues						
	\$	\$	\$	\$	%	
Rates	9	1,359,691	1,359,702	1,362,101	2,399	0.18%
Operating Grants, Subsidies and Contributions	11	934,267	534,575	545,993	11,418	2.14%
Fees and Charges		430,494	330,773	1,120,244	789,471	238.67%
Service Charges		0	0	0	0	
Interest Earnings		61,500	12,625	11,976	(649)	(5.14%)
Other Revenue		0	0	0	0	
Profit on Disposal of Assets	8	4,959	2,891	673		
Total Operating Revenue		2,790,911	2,240,566	3,040,988	802,640	
Operating Expense						
Employee Costs		(1,166,964)	(701,082)	(734,816)	(33,734)	(4.81%)
Materials and Contracts		(1,255,474)	(782,291)	(634,805)	147,486	18.85%
Utility Charges		(169,550)	(98,451)	(112,121)	(13,670)	(13.89%)
Depreciation on Non-Current Assets		(4,645,059)	(2,709,567)	(2,757,333)	(47,766)	(1.76%)
Interest Expenses		(2,050)	(1,190)	(2,166)	(976)	(81.98%)
Insurance Expenses		(206,870)	(181,017)	(193,194)	(12,177)	(6.73%)
Other Expenditure		0	0	0	0	
Loss on Disposal of Assets	8	(53,496)	(31,206)	(18,934)		
Total Operating Expenditure		(7,499,463)	(4,504,804)	(4,453,370)	39,163	
Funding Balance Adjustments						
Add back Depreciation		4,645,059	2,709,567	2,757,333	47,766	1.76%
Adjust (Profit)/Loss on Asset Disposal	8	48,537	28,315	18,261	(10,054)	(35.51%)
Adjust Provisions and Accruals			0	0	0	
Net Cash from Operations		(14,956)	473,644	1,363,212	879,515	
Capital Revenues						
Grants, Subsidies and Contributions	11	656,234	426,178	229,538	(196,640)	(46.14%)
Proceeds from Disposal of Assets	8	205,379	85,575	89,520	3,945	4.61%
Total Capital Revenues		861,613	511,752	319,058	(192,695)	
Capital Expenses						
Land Held for Resale		0	0	0	0	
Land and Buildings	13	(1,148,000)	(56,500)	(257)	56,243	99.55%
Infrastructure - Roads	13	(1,084,348)	(632,548)	(456,946)	175,602	27.76%
Infrastructure - Public Facilities	13	0	0	0	0	
Infrastructure - Footpaths	13	(20,000)	(15,100)	(10,266)	4,834	32.01%
Infrastructure - Drainage	13	(2,300)	0	0	0	
Heritage Assets	13	0	0	0	0	
Plant and Equipment	13	(589,379)	(194,197)	(158,266)	35,931	18.50%
Furniture and Equipment	13	(5,600)	(5,600)	(4,830)	770	13.75%
Total Capital Expenditure		(2,849,627)	(903,945)	(630,565)	273,380	
Net Cash from Capital Activities		(1,988,014)	(392,193)	(311,508)	80,685	
Financing						
Proceeds from New Debentures		0	0	0	0	
Proceeds from Advances		0	0	0	0	
Self-Supporting Loan Principal		6,326	6,326	6,326	0	0.00%
Transfer from Reserves	7	651,221	0	0	0	
Advances to Community Groups		0	0	0	0	
Repayment of Debentures	10	(31,013)	(20,675)	(20,552)	123	0.60%
Transfer to Reserves	7	(157,138)	0	0	0	
Net Cash from Financing Activities		469,396	(14,349)	(14,226)	124	
Net Operations, Capital and Financing		(1,533,574)	67,102	1,037,478	960,323	
Opening Funding Surplus(Deficit)	3	1,533,574	1,319,812	1,319,812	0	0.00%
Closing Funding Surplus(Deficit)	3	0	1,386,914	2,357,290	960,323	

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

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

**SHIRE OF WICKEPIN
STATEMENT OF CAPITAL ACQUISITIONS AND CAPITAL FUNDING
For the Period Ended 31 January 2020**

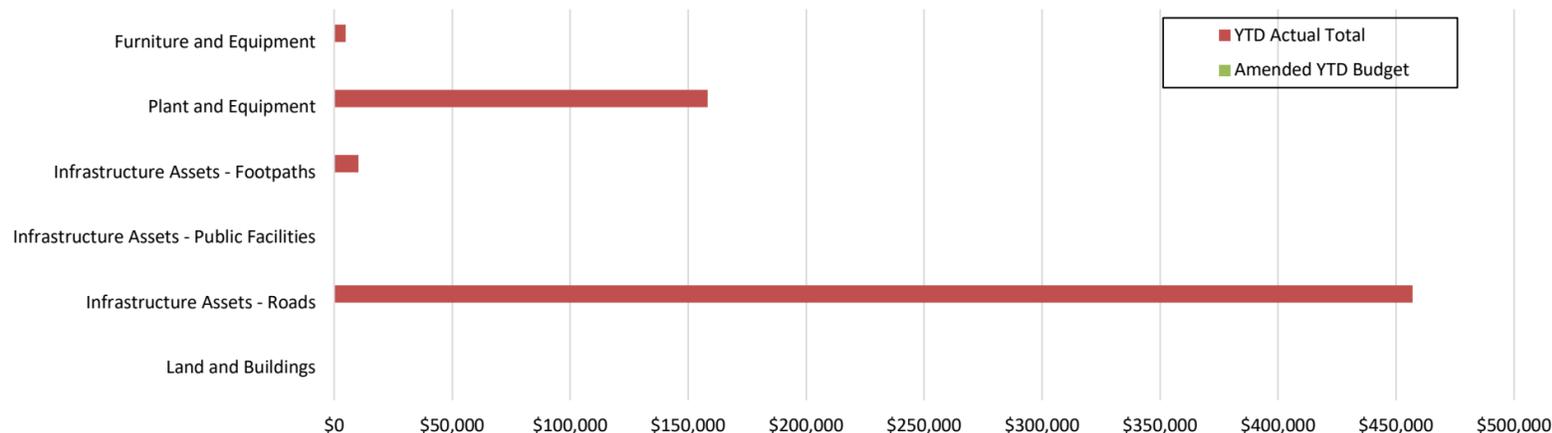
Capital Acquisitions	Note	YTD 31 01 2020					
		YTD Actual New /Upgrade (a)	YTD Actual (Renewal Expenditure) (b)	YTD Actual Total (c) = (a)+(b)	Amended YTD Budget (d)	Amended Annual Budget	Variance (d) - (c)
Land and Buildings	13	\$ 257	\$ 0	\$ 257	\$	\$ 1,148,000	\$ 257
Infrastructure Assets - Roads	13		456,946	456,946		1,084,348	456,946
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	158,266	0	158,266		589,379	158,266
Furniture and Equipment	13	4,830	0	4,830		7,900	4,830
Capital Expenditure Totals		163,353	467,212	630,565.00	0	2,849,627	630,565

Funded By:

Capital Grants and Contributions	229,538	656,234	656,234	426,696
Borrowings	0	0	0	0
Other (Disposals & C/Fwd)	89,520	85,575	205,379	3,945
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	311,507	(741,809)	1,336,793	1,053,316
Capital Funding Total	630,565	0	2,849,627	630,565

Comments and graphs

Capital Expenditure Program YTD



SHIRE OF WICKEPIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 January 2020

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 January 2020

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 January 2020

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 January 2020

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 January 2020

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 January 2020

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 January 2020

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(s) Reporting Programs (Continued)

HOUSING

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

COMMUNITY AMENITIES

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

RECREATION AND CULTURE

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

TRANSPORT

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

ECONOMIC SERVICES

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

OTHER PROPERTY & SERVICES

Plant works, plant overheads and stock of materials.

SHIRE OF WICKEPIN
NOTES TO FINANCIAL ACTIVITY STATEMENT
For the Period Ended 31 January 2020

Note 2: EXPLANATION OF MATERIAL VARIANCES

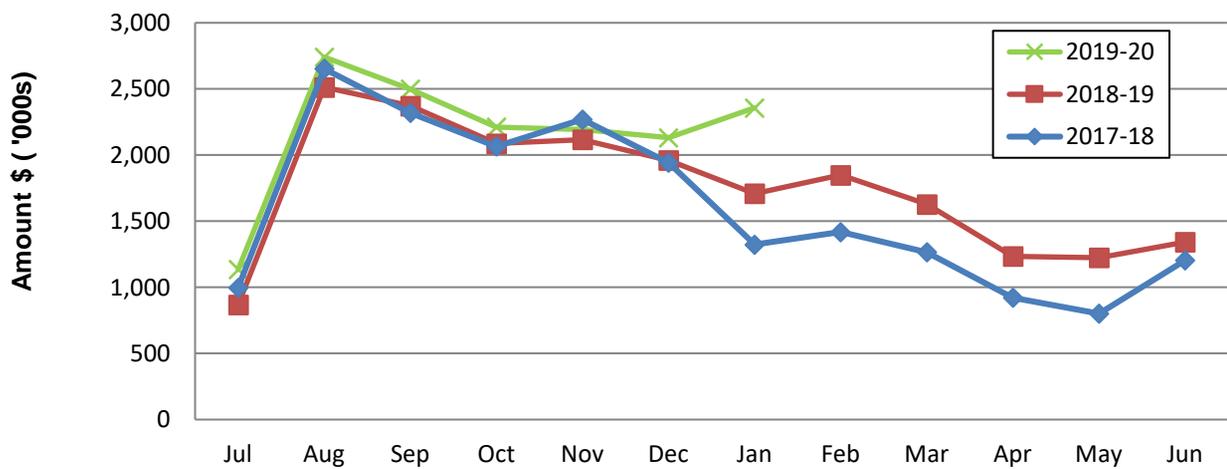
Reporting Program	Var. \$	Var. %	Var.	Timing/ Permanent	Explanation of Variance
Operating Revenues	\$	%			
Governance	22,538	40245.80%	▲	Permanent	Fringe Benefit Refund & Vehicle Insurance Credit
General Purpose Funding - Other	(966)	(0.24%)			
Law, Order and Public Safety	4,926	6.97%	▲	Permanent	Higher than expected first payment of ESL Grant, Higher Dog Registrations
Housing	747,875	1704.25%	▲	Permanent	WSAHA invoice sent
Community Amenities	(806)	(0.50%)			
Recreation and Culture	2,913	26.57%			
Transport	(197,467)	(35.37%)			
Economic Services	3,504	9.52%			
Other Property and Services	19,035	91.96%	▲	Permanent	Fuel Rebate Review - increase in rebate
Operating Expense					
Governance	24,556	7.66%	▼	Timing	Consultancy fees down, Various accounts down in costs
General Purpose Funding	5,032	10.23%	▼	Timing	Lower Bank Fees, Less Valuation costs
Law, Order and Public Safety	1,953	1.32%			
Health	(3,255)	(22.17%)	▲	Permanent	Mosquito Control (Late invoice from YE Spraying) Playgroup Maintenance still to be done, CDO projects (workshops) still to be held
Education and Welfare	12,050	68.99%	▼	Timing	
Housing	16,507	17.45%	▼	Timing	Housing maintenance costs down.
Community Amenities	38,394	16.06%	▼	Timing	Town planning services costs down, Refuse collections costs down.
Recreation and Culture	24,131	3.74%			
Transport	(14,439)	(0.52%)			
Economic Services	18,236	14.01%	▼	Timing	Shire of Narrogin, Building - Lower costs. Higher Standpipe charges
Other Property and Services	(71,731)	(95.54%)	▲	Timing	LSL taken, Workers Comp Wages to be recouped
Capital Revenues					
Grants, Subsidies and Contributions	(196,640)	(46.14%)	▼	Timing	R2R(1st payment due Feb/March) & RRG income still to be claimed
Proceeds from Disposal of Assets	3,945	4.61%			
Capital Expenses					
Land and Buildings	56,243	99.55%	▼	Timing	Town Hall Roof and floor still to be done(January start date). LYBC Roof still to be done.
Infrastructure - Roads	175,602	27.76%	▼	Timing	Road program still to be completed
Infrastructure - Footpaths	4,834	32.01%	▼	Timing	Footpaths completed, Remaining funds to go to Failed culvert in Collins St
Plant and Equipment	35,931	18.50%	▼	Timing	Purchase of Backhoe- February, Truck- February/March.
Furniture and Equipment	770	13.75%	▼	Permanent	Phone System costs cheaper
Financing					
Loan Principal	123	0.60%			

SHIRE OF WICKEPIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 January 2020

Note 3: NET CURRENT FUNDING POSITION

				Positive=Surplus (Negative=Deficit)		
				YTD 31 Jan 2020	30 June 2018	YTD 30 Jan 2019
Note				\$	\$	\$
Current Assets						
4	Cash Unrestricted			1,949,686	1,462,532	975,440
4	Cash Restricted			2,102,637	2,102,637	1,274,113
6	Receivables - Rates			78,590	34,530	73,835
6	Receivables -Other			839,188	15,076	112,223
	Interest / ATO Receivable/Trust			37,525	31,485	27,693
	Inventories				0	0
				5,007,626	3,646,261	2,463,304
Less: Current Liabilities						
	Payables			(360,275)	(23,397)	(26,842)
	Provisions			(187,424)	(200,415)	(144,743)
				(547,699)	(223,812)	(171,586)
7	Less: Cash Reserves			(2,102,637)	(2,102,637)	(1,274,113)
	Net Current Funding Position			2,357,290	1,319,812	1,017,605

Note 3 - Liquidity Over the Year



Comments - Net Current Funding Position

SHIRE OF WICKEPIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 January 2020

Note 4: CASH AND INVESTMENTS

	Interest Rate	Unrestricted \$	Restricted \$	Trust \$	Total Amount \$	Institution	Maturity Date
(a) Cash Deposits							
Municipal Bank Account	0.00%	405,964			405,964	ANZ	At Call
Reserve Bank Account	0.00%		637		637	ANZ	At Call
Trust Bank Account	0.00%			20,758	20,758	ANZ	At Call
Cash On Hand	Nil	700.00			700	N/A	On Hand
(b) Term Deposits							
Municipal	1.64%	251,022.19			251,022	ANZ	27-Mar-20
Municipal	1.64%	251,022.19			251,022	ANZ	27-Mar-20
Municipal	1.64%	502,044.38			502,044	ANZ	27-Mar-20
Municipal	0.95%	538,933			538,933	WA Treasury	At Call
Reserve	1.79%		2,102,000		2,102,000	ANZ	17-Jan-20
Trust	2.10%			134,610	134,610	ANZ	17-Jan-20
Total		1,949,686	2,102,637	155,368	4,207,692		

Comments/Notes - Investments

**SHIRE OF WICKEPIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 January 2020**

Note 5: BUDGET AMENDMENTS

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

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

**SHIRE OF WICKEPIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 January 2020**

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

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

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

SHIRE OF WICKEPIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 January 2020

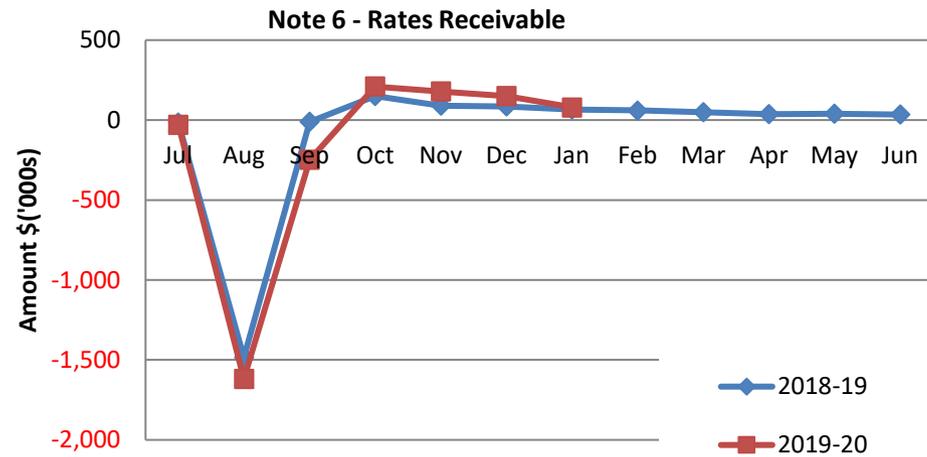
Note 6: RECEIVABLES

Receivables - Rates Receivable

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

Net Rates Collectable
 % Collected

	YTD 31 Jan 2020	30 June 2019
	\$	\$
Opening Arrears Previous Years	19,522	19,522
Levied this year	1,538,351	1,534,110
<u>Less Collections to date</u>	(1,479,283)	(1,519,102)
Equals Current Outstanding	78,590	34,530
Net Rates Collectable	78,590	34,530
% Collected	94.96%	97.78%



Comments/Notes - Receivables Rates

Receivables - General

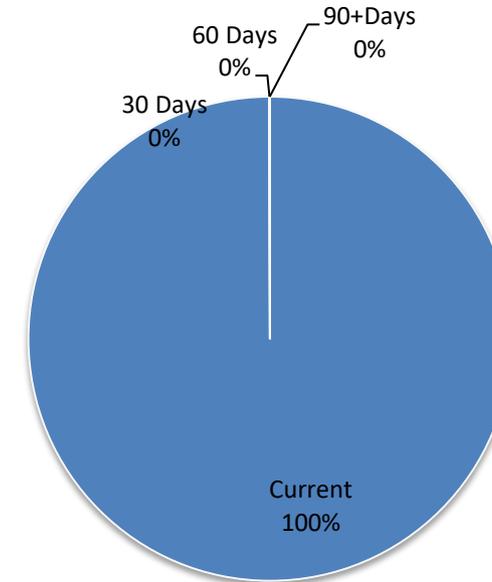
Receivables - General

Total Receivables General Outstanding

Amounts shown above include GST (where applicable)

	Current	30 Days	60 Days	90+Days
	\$	\$	\$	\$
Receivables - General	838,861	75	0	252
Total Receivables General Outstanding				839,188

Note 6 - Accounts Receivable (non-rates)



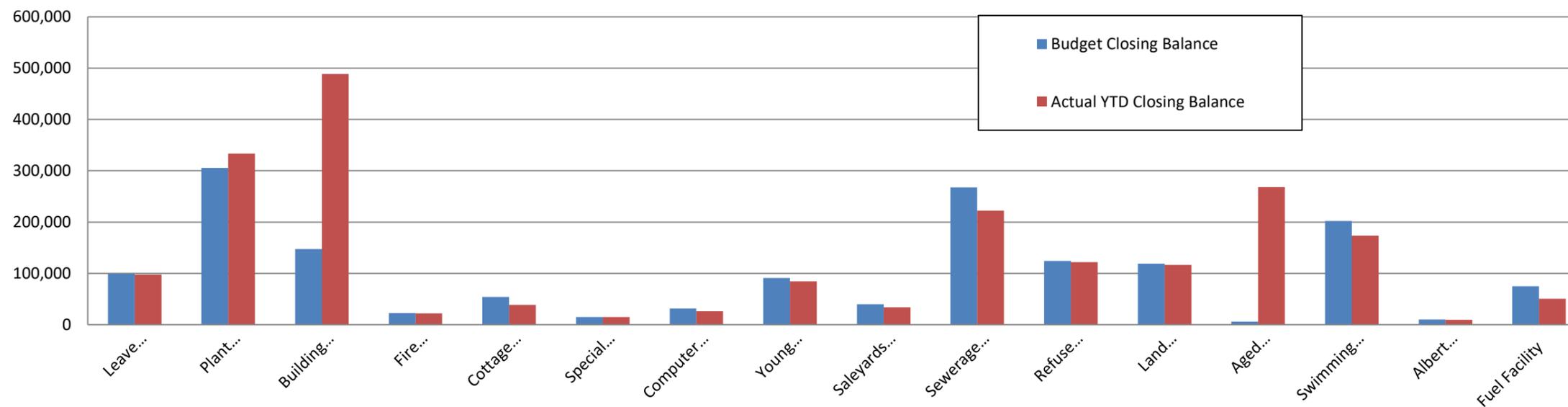
Comments/Notes - Receivables General

**SHIRE OF WICKEPIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 January 2020**

Note 7: Cash Backed Reserve

2019-20										
Name	Opening Balance	Budget Interest Earned	Actual Interest Earned	Budget Transfers In (+)	Actual Transfers In (+)	Budget Transfers Out (-)	Actual Transfers Out (-)	Transfer out Reference	Budget Closing Balance	Actual YTD Closing Balance
	\$	\$	\$	\$	\$	\$	\$		\$	\$
Leave Reserve	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



SHIRE OF WICKEPIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 January 2020

Note 8 CAPITAL DISPOSALS

Actual YTD Profit/(Loss) of Asset Disposal				Disposals	Amended Current Budget			Comments
Cost	Accum Depr	Proceeds	Profit (Loss)		YTD 31 01 2020			
					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	(21,725)	1,100	(8,175)	P664 Toro Ride on Mower	(1,910)	(8,175)	(6,265)	
36,132	(10,226)	17,143	(8,764)	P2567 Mitsubishi Dual Cab WK2567	(6,203)	(8,764)	(2,561)	
49,091	(11,641)	35,455	(1,996)	Pfacey Ford Ranger PFacey	4,959	(1,996)	(6,955)	
						0	0	
296,255	(84,122)	89,520	(18,262)		(48,536)	(18,262)	30,274	

Comments - Capital Disposal/Replacements

SHIRE OF WICKEPIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 January 2020

Note 9: RATING INFORMATION	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 \$
RATE TYPE											
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	(2,525)		1,319,753	1,322,278			1,322,278
Sub-Totals		472	134,550,918	1,450,172	(2,525)	0	1,447,647	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							1,478,847				1,481,372
Discount							11,734				11,734
Rates Writeoffs							(128,445)				
Amount from General Rates							(36)				
Specified Area Rates							1,362,101				1,493,106
Totals							1,362,101				1,493,106

Comments - Rating Information

SHIRE OF WICKEPIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 January 2020

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		14,226	24,687	11,254	0	638	2,195	24/06/2020
Loan 102 - WD Sports Club SS Greens	26,880		6,326	6,326	20,554	20,554	1,013	1,258	17/01/2023
	52,360	0	20,552	31,013	31,808	20,554	1,651	3,453	

All debenture repayments were financed by general purpose revenue.

(b) New Debentures

No new debentures were raised during the reporting period.

SHIRE OF WICKEPIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 January 2020

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	267,602	266,895
Grants Commission - Roads	WALGGC	Y	244,056	0	244,056	0	122,173	121,883
GOVERNANCE								
Grant - Chart of accounts	DLG	Y			5,000		5,000	0
LAW, ORDER, PUBLIC SAFETY								
FESA Grant - Operating Bush Fire Brigade	Dept. of Fire & Emergency Serv.	Y	31,246	0	31,246	0	24,750	6,496
RECREATION AND CULTURE								
Floorball		Y			2,000		2,000	0
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	195,748	48,939
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	33,790	50,688
TOTALS			1,590,501	0	941,267	656,234	775,531	821,970
Operating	Operating		934,267				545,993	
Non-Operating	Non-operating		656,234				229,538	
			<u>1,590,501</u>				<u>775,531</u>	

SHIRE OF WICKEPIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 January 2020

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-Jan-20
	\$	\$	\$	\$
Housing Bonds	0.00	884.00	-884.00	0.00
Master Key Deposits	0.00	1,980.00	-1,980.00	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	2,526.41	-2,649.71	61.65
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	8,750.00	0.00	111,760.21
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		179,236.05	-179,236.05	0.00
	138,841.67	201,596.46	-185,069.76	155,368.37

Level of Completion Indicators

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

SHIRE OF WICKEPIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 January 2020

Note 13: CAPITAL ACQUISITIONS

		31/01/2020					
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)	(12,000)	0	(12,000)		
○	WICKEPIN TOWN HALL - FLOOR	(30,000)	(30,000)	0	(30,000)		
○	LAKE YEALERING BOWLING CLUB ROOF	(14,500)	(14,500)	0	(14,500)		
	Recreation And Culture Total	(73,500)	(56,500)	0	(56,500)		
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)	(56,500)	(257)	(68,743)		0
Footpaths							
Transport							
●	FOOTPATHS	(20,000)	(15,100)	(10,266)	(4,834)		
	Transport Total	(20,000)	(15,100)	(10,266)	(4,834)		0
	Footpaths Total	(20,000)	(15,100)	(10,266)	(4,834)		0
Furniture & Equipment							
Governance							
○	ADMIN OFFICE PHONE SYSTEM	(5,600)	(5,600)	(4,830)	(770)		0
○	Governance Total	(5,600)	(5,600)	(4,830)	(770)		0
	Furniture & Office Equip. Total	(5,600)	(5,600)	(4,830)	(770)		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	(215,000)	0	0	(215,000)		0
○	TIP TRUCK	(145,000)	0	0	(145,000)		0
○	RIDE ON MOWER	(51,000)	(51,000)	(26,597)	(24,403)		0
○	LEADING HAND DUAL CAB	(42,000)	(42,000)	(51,622)	9,622		0
●	MWS DUAL CAB	(66,015)	(66,015)	(42,588)	(23,427)		0
	Transport Total	(519,015)	(159,015)	(120,807)	(398,208)		0
	Plant , Equip. & Vehicles Total	(589,379)	(194,197)	(158,266)	(395,931)		0

SHIRE OF WICKEPIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 January 2020

Note 13: CAPITAL ACQUISITIONS

		31/01/2020					
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 Harrismith Road	RG002	(397,964)	(232,148)	(327,987)	95,839		0
Regional Road Group Total		(397,964)	(232,148)	(327,987)	95,839		0
Transport Roads to Recovery							
○ Sprigg Road	R2R072	(91,283)	(53,249)	(4,488)	(48,761)		0
○ Line Road	R2008	(85,229)	(49,714)	(83,633)	33,919		0
○ Elsinore Road	R2R033	(121,668)	(70,973)	(9,279)	(61,694)		0
○ Inkiepinkie Road	R2R160	(39,198)	(22,869)	0	(22,869)		0
Roads to Recovery Total		(337,378)	(196,805)	(97,400)	(99,405)		0
Transport Black Spot							
○ Collins Street	BS156	(58,317)	(34,020)	(10,690)	(23,330)		0
○ Wickepin Harrismith	BS157	(68,454)	(39,935)	(20,100)	(19,835)		0
Blackspot Total		(126,771)	(73,955)	(30,789)	(43,166)		0
Council Resources Construction							
○ 104 Gate Road	CO100	(100,077)	(58,380)	(770)	(57,610)		0
○ Wogolin South Road	CO017	(122,158)	(71,260)	0	(71,260)		0
Council Resources Construction Total		(222,235)	(129,640)	(770)	(128,870)		0
Roads Total		(1,084,348)	(632,548)	(456,946)	(175,602)		0
Capital Expenditure Total		(2,849,627)	(903,945)	(630,565)	(645,880)		0

GOVERNANCE, AUDIT AND COMMUNITY SERVICES

10.2.03 Development & Regulatory Services

Submission To:	Ordinary Council
Location/Address:	Lot 13 (No. 29) Henry Street, Wickepin
Name of Applicant:	David Johnston, Planning Officer, Shire of Narrogin
File Reference:	CM.REP.2203
Author:	David Johnston, Planning Officer, Shire of Narrogin Azhar Awang, Executive Manager, Development and Regulatory Services, Shire of Narrogin
Disclosure of any Interest:	Nil
Date of Report:	11 February 2020

NOTICE OF PLANNING REFUSAL – LOT 13 (No. 29) HENRY STREET, WICKEPIN

Enclosure/Attachments:

Notice of Determination on Application for Development Approval, Letter of Development Refusal, Development Application, State Administrative Tribunal Application, Notice of Directions Hearing.

Summary:

Council is being notified of a Planning Refusal which has been referred to the State Administrative Tribunal.

Background:

On 28 November 2019 Mr Li submitted a Planning Application for a change of use to the Shire of Wickepin. The application proposed conversion of the Wickepin Uniting Church to a residential/short stay accommodation.

On advice from the Shire of Narrogin, the application was refused on 12 December 2019. The application was refused for the following reasons:

- Under the Shire of Wickepin Local Planning Scheme No. 4, Lot 13 Henry Street is reserved for 'Public Purposes – Church' and therefore a proposed change of land use (Residential) is not permitted under the current Reserve Purpose.
- The proposed use is contrary to the purpose of the reserve as outlined in clause 2.4 of the Shire of Wickepin Local Planning Scheme No. 4.

The applicant lodged an application for review to the State Administrative Tribunal on 15 January 2020. The applicant is seeking review on the basis that;

“the Respondent failed to give due regard to all the matters set out in clause 67 of the deemed provisions as they are required to under Part 2.4.2 of their LPS.”

The Shire of Wickepin received a Notice of Directions Hearing on 24 January 2020. The Directions Hearing was set for 28 February 2020 at 10:00AM in Hearing Room 2.03 State Administrative Tribunal Building, 565 Hay Street, Perth.

Comments:

The proposal of a residential dwelling/short stay accommodation is located in a 'Public Purposes: Church' Reserve.

Reserve Purpose

Clause 5.1.7 of the Shire of Wickepin Local Planning Scheme No. 4 states:

“5.1.7 An application for a use which would otherwise not be permitted in the Scheme for the particular zone or reserve may be approved by local government having regard to the following criteria and only after following the procedure set down in Clause 64 of the deemed provisions:

- The consistency of the proposal with the regional settlement hierarchy;*
- The adequacy of existing infrastructure to accommodate the proposal;*
- The compatibility of the proposal with existing residential development;*
- The protection of heritage sites;*
- The protection of environmental features/values;*
- The compatibility of the proposal with Reserve purposes.”*

The application for a residential dwelling/short stay accommodation was found to not be compatible with the reserve purpose of ‘Public Purposes – Church’

Zoning

Clause 2.4 of the Shire of Wickepin Local Planning Scheme No. 4 states:

“2.4 Use and Development of Local Reserves.

2.4.1 A person must not –

- a) use a local Reserve; or*
- b) commence or carry out development on a Local Reserve,*

without first having obtained development approval under Part 7 of the deemed provisions.

2.4.2 In determining an application for development approval the local government is to have due regard to –

- a) the matters set out in clause 67 of the deemed provisions; and*
- b) the ultimate purpose intended for the Reserve.*

2.4.3 In the case of land reserved for the purposes of a public authority, the local government is to consult with that authority before determining an application for development approval.”

The application was found to be incompatible with the ultimate purpose intended for the Reserve.

Statutory Environment: Shire of Wickepin Local Planning Scheme No. 4

Policy Implications: Nil

Financial Implications:

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

Strategic Implications: Nil

Recommendations:

That council receives the report from the Shire of Narrogin’s Department of Development & Regulatory Services for the month of February 2020.

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:	14 February 2020

Community Development	<p>Wickepin Playground</p> <ul style="list-style-type: none"> • CDO officer and Works Manager met with Katanning CEO to discuss Katanning playground funding and building specifications (information gathering) • Spoke with Shire of Lake Grace regarding their award winning Playground built by Nature Play and gathered information on their funding sources, including community contributions • Request for Construction drawings for stage 1, 2a & 2b from Nature play to progress to the next stage, current funds in the 19/20 budget is \$35,000.00 <p>Townscape.</p> <ul style="list-style-type: none"> • Street bin for Harrismith has been ordered awaiting delivery • Yealering Progress Association approached Shire to discuss possible funding options for purchase and restorations of Yealering Butcher shop • Agenda Item - Purchase of Dray. Late item for Councils consideration. • Art Prize – budget for 2020 for further consideration <p>War Memorial</p> <ul style="list-style-type: none"> • Purchase of 2 WW plaque as per budget 2019 / 2020 – currently sourcing information on supplier and wording from Stephanie Green and Lee Parker • Current investigation on the possibility of applying for the following grant to add plaques on obelisk (TBC) or other appropriate structures in honour of Australian Service Personnel – Will take to Townscape Committee for recommendations Applications close 30 March 2020 Saluting Their Service Commemorations Program <p>Tarling Well</p> <ul style="list-style-type: none"> • State Heritage Site is in need of repair and maintenance. A proposal to be given to the Townscape Committee at the March 2020 committee meeting - potential tourist attraction <p>Community Activities.</p> <ul style="list-style-type: none"> • Wickepin Primary School and Shire of Wickepin have registered on the Clean-Up Australia Day website to hold an event on the 9th March 2020 in the Wickepin Townsite • Approached by Festival of Small Halls to run a music festival in April / May with the shire to underwrite the \$3k cost, offered to both Yealering Progress Association and Harrismith community. Both communities decided it was a bad time of year with seeding
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underway and lack of volunteers to assist to participate this year. Advised the organisation that we would consider next year

- Defib's have been installed in Wickepin and Yealering – situated near the public toilet blocks
- Australia Day Breakfast was a great success with a large crowd enjoying the breakfast cooked by shire Councillors and staff. Congratulations to all the 2019 Award Winners A facebook post on the celebrations attracted a high number of likes and comments



- Members of the Council and staff have been invited to the Albert Facey A Fortunate Life – Live Theatre performance in Cinema showing in Busselton on the 13th & 14th March. It has been suggested to organise a bus if enough people are interested in attending. Please RSVP your interest to Diana cdo@wickepin.wa.gov.au

THEATRE180 & CINEMASTAGE
PRESENT THE AWARD-WINNING AUSTRALIAN CLASSIC

A.B. Facey's
A Fortunate Life

IMMERSIVE LIVE THEATRE PERFORMANCE IN CINEMAS
ADAPTED FOR THE STAGE BY JENNY DAVIS & STUART HALUSZ

FRI, MAR 13 AT 5 PM
Butter Factory Movie Fundraiser - A Fortunate Life

★ Interested

Film · 238 people

	<ul style="list-style-type: none"> Discussions with Carol from Astrotourism regarding opportunities for events in Wickepin. After attending an event in Wagin in January Wickepin registered interested in hosting a similar event. National Road Safety Campaign Week in May 2020. I have been in discussions with Rodney Thornton – Road Safety Advisor Wheatbelt South and Amie Bolton from CBH about possibly lighting up the Wickepin Silos yellow to promote road safety during the national campaign. I believe this would be an effective way to use current assets to bring awareness to road safety and attract media interest. It could also provide other opportunities to light up the silos for other occasions if it is agreed to have the lighting as a permanent fixture.
Economic Development & Tourism	<p>Wickepin Art Prize</p> <ul style="list-style-type: none"> Spoke with Artist's Chronicles - an organisation in Perth that can offer paid support to the event including, logistics, couriering and hanging the artworks Working on a budget to present to Townscape on the 4th March for further consideration <p>Drive the Line – Drive Trail</p> <ul style="list-style-type: none"> Meeting with six invited local Shires once a month to collaborate on a self-drive trail which has been given the name – Drive the line (following the train lines and the history). We are currently working on a strategic plan to present to our respective councils for adoption. All shires are enthusiastic about the concept with lots of positive energy. Shire of Wickepin and the Shire of Cuballing initiated the concept
Social Media	<ul style="list-style-type: none"> 200 Brochures sent to Australia Golden Outback for the Perth Caravan and Camping Show on 18-22 March 2020 Social media posts to the shire Facebook and Instagram pages
Sport and Recreation	<ul style="list-style-type: none"> Successfully received funds from DLGSC for a Floorball Trial – local police Dorry Grzinic and Phil Huggins are enthusiastically promoting the activity. The State Floorball association is keen to get involved and promote the sport in the Wheatbelt. Current teams are Narrogin, Bruce Rock and Corrigin. Kyle from the association has offered an exhibition match in April with lunch provided, along with coaching and refereeing workshops to kick start the program. https://floorballwa.org/
Governance Other	<ul style="list-style-type: none"> Liaison with Manager of Works, CEO and ESO for projects needing completion or works to be undertaken in Wickepin and surrounding towns

Statutory Environment: *Local Government Act 1995.*

Policy Implications: Nil

Financial Implications: Nil

Strategic Implications: Aligns with Strategic Community Plan 2018 -2028.

Recommendations:

That council notes the report from the Community Development Officer dated 14 February 2020.

Voting Requirements: Simple majority.

GOVERNANCE, AUDIT AND COMMUNITY SERVICES

10.2.05 Chief Executive Officer – Contract Renewal

Submission To:	Ordinary Council
Location/Address:	Whole Shire
Name of Applicant:	Mark Hook, Chief Executive Officer
File Reference:	Personnel File
Author:	Mark Hook, Chief Executive Officer
Disclosure of any Interest:	Financial - CEO Mark Hook is author of the report
Date of Report:	12 February 2020

Enclosure/Attachments: New three year CEO Contract.

Summary:

Council is being requested to sign a new three year contract with Mr Mark John Hook as CEO with the Shire of Wickepin.

Background:

Council engaged John Philips Consulting to undertake a performance appraisal of the Chief Executive Officer, Mr Mark Hook for 2019.

After the review undertaken by Mr John Phillips, council passed the following resolution at the Ordinary Meeting of Council held on 17 April 2019.

Council Decision:

Resolution No: 170419-15

Moved Cr S Hyde / Seconded Cr A Lansdell

That Council:

1. *Notes that Mr. Mark Hook's Performance Review in his role as Chief Executive Officer for the Shire of Wickepin for 2019 has been undertaken;*
2. *Endorses Mr. Hook's overall rating of 'Satisfactory';*
3. *Schedules the next review of the CEO's performance to be completed by 31 March 2019;*
4. *Endorses the Key Result Areas for the 2019/20 appraisal period.*
5. *Approves a 2% increase to Mr. Hook's base salary from \$125,000 to \$127,500 (Total Reward Package of \$174,541) effective from 1 July 2019.*
6. *Offers a further contract of employment to Mr. Hook for a period of three (3) years, from 4 April 2020 to 3 April 2023. A new contract of employment is to be drafted and executed in accordance with clauses 3.2 and 3.3 of the prevailing contract of employment.*

Carried 8 / 0

Comments:

Clause 3.2 and 3.3 of the current CEO contract is as follows.

3.2 Term

- 3.2.1 The employment of the Chief Executive Officer will commence on 3 April 2020 ("Commencement Date") and continue for a term of five years concluding at the close of business on 3 April 2023 ("Expiry Date") unless it is earlier terminated in accordance with this Contract.
- 3.2.2 If the Chief Executive Officer is reappointed, the term of employment will be as set out in a new Contract. That new Contract must be executed prior to the Expiry Date, failing which the Chief Executive Officer's appointment and employment will terminate on the Expiry Date.

3.3 Further Contracts

There is no compulsion on either the Council or the Chief Executive Officer to agree to a new Contract. The Council and/or the Chief Executive Officer may initiate discussions not later than 12 months prior to the expiry of the Term for the parties to enter into a new Contract for a further term. The Council may make a decision to finalise those discussions not later than six months prior to the expiry of the term of this Contract. In the event that the Council and the Chief Executive Officer agree to a new contract, a new contract will be executed and will replace this Contract.

The current contract will expire on 3 April 2020.

Statutory Environment: *Local Government Act 1995*

Policy Implications: Nil

Financial Implications: Annual negotiated salary

Strategic Implications: Nil

Recommendations:

That council sign the new three year contract with Mr Mark John Hook commencing on 3 April 2020 and concluding at the close of business on 3rd April 2023.

Voting Requirements: Simple majority.

GOVERNANCE, AUDIT AND COMMUNITY SERVICES

10.2.06 Town Team Movement Proposal

Submission To:	Ordinary Council
Location/Address:	Whole Shire
Name of Applicant:	David Snyder Town team Movement
File Reference:	CM.EVA.1
Author:	Mark Hook, Chief Executive Officer
Disclosure of any Interest:	Nil
Date of Report:	13 February 2020

Enclosure/Attachments: Town Teams Proposal

Summary:

Council is being requested to accept the proposal put forward by the Town Teams Movement, The Wickepin Community Building Project at a fixed price of \$17,850 (excl GST).

Price Schedule

Task	Project Team				Hourly Rate Ex GST	
	David Snyder - Place Leadership	Graphic Design	Jimmy Murphy, Town Team Movement	Travel Disbursements: including travel time, food, petrol and accommodation		
1 Project Inception & Meeting the Community						
Inception Meeting + Project Background Catchup	2				\$	360.00
Developing Welcome Flyers	1	2			\$	380.00
Meeting existing community leaders (inc email and phone conversations)	6		2	1	\$	1,930.00
	9	2	2	1	\$	2,670.00
2 Locally-Led Placemaking Workshop						
Workshop Preparation and assistance to promote workshop	2		2		\$	660.00
Workshop Delivery	8	2		1	\$	2,190.00
Outcomes Report and Debrief Meeting	4				\$	720.00
	14	2	2	1	\$	3,570.00
3 Mentoring First Community Activity & General Committee Organising						
Assisting to facilitate first community meeting - assisting to organise roles, and activity logistics	4		2	2	\$	2,120.00
Follow-up meeting to review task list, ask general questions about roles and responsibilities	2		4	1	\$	1,510.00
On-going email and phone support	4		4		\$	1,320.00
Attendance and Assist at first community activity			8	1	\$	1,750.00
Progress Report	4	2	4		\$	1,520.00
	14	2	22	4	\$	8,220.00
4 Follow-Up Committee Meeting & Action Plan						
Attending a community activity debrief meeting and discussing lessons learned, roles and responsibilities, what's next	4		2	1	\$	1,570.00
Developing the community vision and values statement	1				\$	180.00
Developing a strategic community action plan & final outcomes report	8	2			\$	1,640.00
	13	2	2	1	\$	3,390.00
					\$	17,850.00
TOTAL PRICE	\$9,000	\$800.00	\$4,200.00	\$3,850.00		\$17,850

Background:

Council requested the Town Team Movement to attend and present at the last council Forum Session.

At this forum council requested the Town Team Movement to develop a proposal for council to discuss a community building program with the intent of better understanding the vision, needs and desire of the wider community.

Comments:

Attached to this report is the proposal from the Town Team Movement to undertake the following as outlined in the full report.

Methodology

The Shire of Wickepin has requested the Services of Town Team Movement to develop a community building program with the intent of better understanding the vision, needs and desire of the wider community, potentially setting up a new town team in Wickpein and energising the community to get more involved in community placemaking. We intend to use Wickpein's local knowledge to build the capacity of community members and assist to facilitate future activation projects.

The intent of of Town Team Movement's involvement is to reach out and engage with the wider community leaders and focus our approach on implementation and driving positive community-led actions.

Our methodology will use creative and hands-on engagement tools that are inclusive and accessible by the community and playful techniques that attract more than just the 'usual suspects' to get involved and participate.

As can be seen in our project reference sheets and professional profiles, our team has a wealth of experience in the fields of public and stakeholder engagement, activation, community building and urban design. Town Team Movement feels strongly that we are the perfect candidates for undertaking the subject works and look forward to working in stronger partnership with the Shire of Wickpein.

1. Project Inception & Meeting the Community:

Check-in with the Project Stakeholder Team to introduce each other, finalise the engagement process (any minor revisions to methodology process), prepare a communications and engagement plan, discuss reporting outcomes, housekeeping duties and answer any questions.

Our team will initiate the discovery phase, by meeting existing traders, handing out welcome flyers to the immediate community and catching up with any potential leaders, promoting the first community workshop.

Outcomes:

- Clarify the detailed methodology, prepare a communications and engagement plan, community welcome flyer and facilitate any minor tweaks to the programme.
- Build a stakeholder contact list of identified community members.

2. Locally-Led Placemaking Workshop

We will invite the businesses, interested community members and stakeholders to participate in a public 'locally-led' placemaking community and activity planning workshop to better understand:

- An introduction to Town Teams;
- Existing resources, connections and ideas within the community;
- How we can turn ideas into a community event / activity; and
- Understanding more about community placemaking and how community can make a real difference to making better places.

Outcomes:

- The workshop will offer a deeper understanding of the guiding principles (types of activities and themes) considered most appropriate by the wider community;
- We will develop a project plan with budget, allocated tasks and timeframe to initiate the community-led action; and
- Brief outcomes report prepared for the client.

At this stage, it is worth making a decision with the Shire, if it's worth pursuing stages 3 and 4. If the project team feels there is not enough community participating in the town team and/or there is not a strong direction for the community to make a real difference, then we can stop the project. Alternatively, if there is buy-in from the community and a direction to move forward with an idea or action, it is recommended to proceed with stages 3 and 4.

3. Mentoring First Community Activity & General Committee Organising

Our team will assist with organising the upcoming community project and follow-up committee organising. The outcomes of the mentoring process will assist with event implementation and organising committee roles. In our experience, initiating and motivating community projects is a great method to attract a large number of people to participate and building on-going confidence.

Outcomes:

- Assistance with organising the community project - capacity building of a town team action committee.
- Attendance and assistance at two follow-up town team community meetings. On-going email and phone support.
- Participating in making the first activity happen, including being present during the event / activity.
- Better understanding the roles, responsibilities and vision of the town team.
- Building general confidence and enthusiasm to continue moving forward and getting started on the first action.

Price

Town Team Movement proposes to complete the community building and engagement program for a fixed price of \$17,850 (exc GST).

Stage one and two can be confirmed for a price of \$6,240 (exc GST) and the council wishes to proceed with stages three and four, the remaining fee is \$11,610 (exc GST).

4. Follow-Up Committee Meeting & Action Plan

Following the community activity being completed, we will host a debrief meeting to discuss lessons learnt, outcomes from the engagement exercise, on-going committee roles (and let the leaders decide if they want to proceed with forming a town team), and finalising the community-led action plan.

Outcomes:

- Finalise Action Plan with community members.
- Local Government Placemaking recommendations and contacts for future projects (i.e. Fringe World, Perth Festival, Centre for Stories, etc)
- Assist with organising the community group to being independent.
- Cost estimate prepared for future funding.
- How to guides and resources prepared and handed over to community group to assist with future projects.
- Recommendations and advice for the local government to continue building capacity of the future town team / community group

**Inclusion:**

1. Public Liability insurance for first public event.
2. All staff at attendance at workshops and engagement exercises.
3. All presentations, meetings, emails and phone conversations with client (within reason).
4. Assisting with marketing of workshop and event

Exclusions:

1. Responsible for all marketing of workshop and event. The Shire is responsible for letter drops, email and general promotion of public activities. TTM will only support with sharing the event on social media and to our database.
1. Bulk Printing costs.
2. Event application costs.
3. Engagement Material costs.
4. Hire costs for event.
5. Any costs of letter mailouts, etc
6. Venue hire and catering.

This item was one of the recommendations that came out of the Agribusiness Pre-Feasibility Study Stage One report undertaken by Whitney Consulting that council adopted at the 20 November 2019 Ordinary Meeting of Council.

Following is an extract from the Agribusiness Pre-Feasibility Study Stage One report undertaken by Whitney Consulting.

ENCOURAGE CITIZEN-LED INITIATIVES

The Shire of Wickepin could drive the establishment of a 'Town Team'. Whitney Consulting has consulted with the Town Team Movement about the Shire of Wickepin. The Town Team Movement are interested in discussing this possibility of establishing a Town Team in Wickepin with the Shire. Town Teams are positive and proactive organisations that include businesses, landowners and residents working collaboratively with their local government to improve a place or area. Town teams are focused on building relationships and practical actions. They:

- *Provide vision and leadership for their place*
- *Are positive and proactive*
- *Are non-political in their approach*
- *Get stuck in and have a go rather than waiting for "someone else" to do "something"*
- *Independent from governments*
- *Supportive of high-quality, environmentally sustainable development that provides for current and future residents, businesses and communities*
- *Run by the community for the community*

Each team has different priorities and focuses, but all share this common approach. Town teams are catalysts for change in their local area. The town team model breaks down the barriers that often divide businesses, residents and local governments, and helps everyone to better understand the challenges and the opportunities to improve places. For more information on Town Teams, see <https://www.townteams.com.au/>.

The Town Teams movement could help the local organisations leverage their current activities and strategic directions in a more coordinated way and reduce volunteer burnout.

UTILISE LOCAL CAPACITY

Asides from the agriculture sector, economic analysis of the Shire identified public administration as the other key propulsive sector. Given the local importance of this sector, identifying ways to utilise untapped skills within this workforce and in the local community could yield benefit.

During the course of this study, an anecdote was given of a Great Southern local government who undertook a skills audit and discovered their loader driver (who was living locally because of a partner taking up a role in the area) was an experienced IT specialist and that a Shire office administrator had a background in graphic design. The skills of neither were being used but the Shire regularly outsourced work they could in fact have had completed in-house. Wickepin could be in a similar situation or have local people with skills that are outsourced but could potentially be sourced locally through a contract position or other arrangement.

Being aware of all the local businesses and their abilities would enable the Shire to 'buy local' more often but would also allow it to communicate the capabilities within the Shire to others. This would be particularly important in identifying entrepreneurial community members to drive the change that may be needed, through a Town Team, for example.

Council budgeted \$15,000 for the Agricultural Feasibility Study in the adopted 2019/2020 budget and has already utilised \$8,180 from these funds to pay for the Agribusiness Pre-Feasibility Study Stage One report undertaken by Whitney Consulting.

This leaves a balance of \$6,820 under Consultants Fees to finalise the Agricultural Feasibility Study.

If council was to accept the proposal from the Town Team Movement, council would be required to find an additional \$11,030 from the 2019/2020 expected expenditure.

This is a worthwhile project and would reinvigorate the Shire of Wickepin community,

The additional funds could be found within the overall 2019/2020 expenditure savings within the 2019/2020 adopted budget.

Statutory Environment: Nil

Policy Implications: Nil

Financial Implications:

Council has budgeted the following under Consultancy Fees in the 2019/2020 adopted Budget

0662	Consultancy Fees	15,000
0662	Feasibility Study Agricultural Hub	

Council has utilised \$8,180 from these funds to pay for the Agribusiness Pre-Feasibility Study Stage One report undertaken by Whitney Consulting leaving a balance of \$6,820 under Consultancy Fees for the Feasibility Study Agricultural Hub.

Strategic Implications: Nil

Recommendations:

That council accept the proposal to appoint the Town Team Movement as outlined in their proposal at a cost of \$18,850 GST exclusive.

Voting Requirements: Absolute majority.

GOVERNANCE, AUDIT AND COMMUNITY SERVICES**10.2.07 Wickepin Bowling Club – Sponsorship Ladies Gala Day**

Submission To:	Ordinary Council
Location/Address:	Wickepin Sports Club
Name of Applicant:	Wickepin Bowling Club
File Reference:	CR.SPN.217
Author:	Mark Hook, Chief Executive Officer
Disclosure of any Interest:	Impartiality - Mark Hook CEO is the President of Wickepin Bowling Club and husband of the Wickepin Bowling Club Secretary
Date of Report:	10 February 2020

Enclosure/Attachments:

Letter from Wickepin Bowling Club
Tax Invoice Wickepin District Sports Club

Summary:

Council is being requested by the Wickepin Bowling Club to sponsor an additional \$220 GST inclusive for the Wickepin Ladies Gala Day being held on 13 March 2020.

Background:

Council has received a written request from the Wickepin Bowling Club to provide \$220 GST inclusive sponsorship to the Wickepin Bowling Club for the Ladies Gala Day Carnival being held on 12 March 2020 at the Wickepin Bowling Club.

Comments:

The Shire of Wickepin provides sponsorship to the Wickepin Bowling club of \$550 GST inclusive for the Men's Merino Fours Carnival held in December each Year.

Council has provided the following sponsorship this year to sporting bodies within the Shire of Wickepin.

Wickepin District Sports Club – Merino Fours \$500 GST exclusive
Wickepin District Sports Club - Tennis Club \$220 GST exclusive

It is anticipated that the Wickepin Football Club and the Wickepin Golf Club will be requesting their 2019/2020 sponsorship as budgeted.

Council budgeted the following in the 2019/2020 Adopted Budget

	Sponsorship			
4922	Wickepin Tennis Club - Shire Day	22		200
4922	Wickepin Bowling Club - Merino Fours	22		500
4922	Wickepin Football Club - Silver Sponsorship	22		500
4922	Golf Clubs - Shire Golf Day	22		200

Statutory Environment: Nil

Policy Implications: Nil

Financial Implications: The request for the additional \$220 from the Wickepin Bowling Club for the Ladies Gala Day should be considered as an Unbudgeted Item. Council could take the \$220 from the Community Grant Budget for projects under \$500.

Strategic Implications: Nil

Recommendations:

That the Wickepin Bowling Club be advised that council is willing to sponsor an additional \$220 GST inclusive for the Wickepin Ladies Gala Day being held on 12 March 2020.

Voting Requirements: Absolute Majority

GOVERNANCE, AUDIT AND COMMUNITY SERVICES**10.2.08 Principals' Federation WA – GROH Housing**

Submission To:	Ordinary Council
Location/Address:	Yealering Hall
Name of Applicant:	Principals Federation WA
File Reference:	CS.SPR.567
Author:	Mark Hook, Chief Executive Officer
Disclosure of any Interest:	Nil
Date of Report:	12 February 2020

Enclosure/Attachments: Nil

Summary:

Council is being requested to raise the issue of high GROH rentals for its rural regional houses to education employees with State Politicians.

Background:

Council has received the attached letter from the Principals' Federation of Western Australia



CS.SPR.567
ICR 2020 950

ABN: 75 019 162 710

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

2 JAN 2020

Dear Mr Hook,

The attraction and retention of Principals and Deputy Principals to rural and regional schools has become an increasingly problematic issue for the Department of Education and country communities alike. Although previous strategies have explored various ways to try to address the situation, with limited success, there is a growing awareness that the provision of quality, well-maintained housing at a reasonable cost would be seen as a significant incentive for those interested in school leadership positions in rural and regional schools. The Principals' Federation of WA believes the current low numbers of applicants to these positions is clear evidence that the cost of renting houses provided by GROH is a significant disincentive. This has led to an unacceptable situation where some regional schools experience a high turnover of Principals and staff, and in many instances, the positions are only filled by people in an acting capacity.

This brings me to the point of this letter. GROH rental policy calculates the rental value of its rural and regional houses at the rate set by the median rental value of Perth properties. Individual Government departments then determine the size of any rental discount they can offer their employees. This results in an inequity that we as an organisation cannot tolerate, whereby for example, police who take up country appointments receive significant concessions through to paying no rent at all, while Department of Education employees are forced to pay an unfair amount by comparison.

As a result, the pool of applicants to the roles of Principal and Deputy Principal of rural and regional schools has dwindled to alarmingly low levels in recent years. As the CEO of a country shire council I am hoping to gain your support in trying to address this problem. GROH has not listened to our concerns and has allowed the problem to fester. It is ludicrous that GROH, by adhering strictly to policy, allows some of its properties in regional towns to lie empty because the Principal or Acting Principal has found a more reasonable alternative. This is not good for GROH, the Principal, or the community concerned. There has to be a better approach, one that contributes to attracting people to take up these opportunities in rural and regional WA. However, to achieve this, government has to demonstrate a will to do something about it. In your role, you not only listen to, and represent, the views of the residents of your shire, you also have influence over your political representatives. I am hopeful that you are willing to use your influence to bring to the attention of our politicians the problem GROH's policies create for regional and rural school communities.

This situation needs to be debated at a parliamentary level and I am sure that if every country shire raised this as a priority issue for them, it would receive the recognition it deserves, and hopefully, an outcome that is to the advantage of country communities.

Comments:

The Shire of Wickepin has had issues with the provision of housing for state employees and currently supplies one house to GROH for a local Police Officer.

It is the CEO's understanding that currently no Principal of the Wickepin or Yealering schools actually reside in any GROH housing. The CEO on many occasions has been asked for rentals for local teachers. Council in the past has rented some of its housing stock to individual teachers outside of the GROH housing as GROH does not have sufficient or adequate housing.

It is the view of the CEO that there is insufficient GROH housing in many rural towns and GROH are not keeping up with the demand for new and better quality housing.

GROH some years ago sold the principal's house in Yealering and has never replaced the house for a principal in Yearling.

The CEO agrees that this matter needs to be raised with the Government and all State Politicians to ensure quality teaching staff are being offered the best to attract and retain them in our country schools.

Statutory Environment: Nil

Policy Implications: Nil

Financial Implications: No cost to council

Strategic Implications:

Recommendations:

That the Shire of Wickepin raise the GROH rental housing issue as outlined in the Principals' Federation of Western Australia letter with the State Government and all State Politicians.

Voting Requirements: Simple majority.

GOVERNANCE, AUDIT AND COMMUNITY SERVICES

10.2.09 Wickepin History Group – Photo Display Wickepin Hall

Submission To:	Ordinary Council
Location/Address:	Wickepin Hall
Name of Applicant:	Wickepin History Group
File Reference:	RC.PRG.2410
Author:	Mark Hook, Chief Executive Officer
Disclosure of any Interest:	Nil
Date of Report:	10th February 2020

Enclosure/Attachments: Nil

Summary:

Council is being requested to use the Wickepin Town Hall for a semi-permanent display area for historical photos.

Background:

Council has received the following letter from the Wickepin History Group requesting the use of the Wickepin Town Hall for a semi-permanent display area for historical photos.

Wickepin History Group

E. Heffernan
5 Heffernan Road
East Wickepin 6370
0427886046

9 January 2020

Mr M Hook
CEO
Shire of Wickepin
PO Box
Wickepin 6370

Dear Mark

History photo display in the Hall

The History group would like to propose that the walls of the town hall could become a semi-permanent display area for historical photos. As you may be aware the History group members have been collating and printing photos of the development of Wickepin's main street since 1912 and would like to have an area that these photos could be displayed.

The hall has in place picture railings along the eastern walls which can hold the hanging tapes where hooks can be attached to hold framed photos. These are used for the art competition of which I am very familiar. We propose to buy plain black photo frames for each photo so they can be hung and could conceivably stay there as a semi permanent display. They would be easy to remove and store but also means the photos could be on display for community events.

Further to this, we are aware that the Old Police station could be used to display photos also. We are aware that a separate building to house such displays has been discussed to house the many photos we now have on file and have yet to print, and we would like to extend our support for this proposal.

I am happy to speak further on this idea if you have any questions.

Comments:

The Wickepin Town Hall would be a good area to hang the historical photos and as stated could be removed when the picture frame hangers are required for the Bi-Annual Art Prize.

The hall is generally only used two or three times a year and the photos hanging at the Wickepin Town hall would add to the use of the hall and would be a talking point at the events in the hall.

Statutory Environment: Nil

Policy Implications: Nil

Financial Implications: Nil

Strategic Implications:

Fits within theme four of Council Strategic Community Plan 2018/2028

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

SHORT TERM STRATEGY	MEDIUM TERM STRATEGY	POINT OF MEASUREMENT	10 YR OUTCOME
4.1 Asset Management Plan is developed and adopted 4.2 Encourage greater usage of current Shire owned facilities	4.3 Asset Management Plan is reviewed 4.4 Support the improvement and maintenance of assets in a strategic manner	<ul style="list-style-type: none"> - Level of facility usage is maintained and increases - Level of community investment into facilities and equipment 	Asset maintenance and preservation is in line with community needs and Shire financial resources

Recommendations:

That council give approval to the Wickepin History Group to use the Wickepin Town Hall to display their historical photos.

Voting Requirements: Simple majority.

GOVERNANCE, AUDIT AND COMMUNITY SERVICES**10.2.10 Wickepin Railway Scales**

Submission To:	Ordinary Council
Location/Address:	Wickepin Railway Station
Name of Applicant:	Libby and Tim Heffernan
File Reference:	RC.PRG.2410
Author:	Mark Hook, Chief Executive Officer
Disclosure of any Interest:	Nil
Date of Report:	12 February 2020

Enclosure/Attachments: Nil

Summary:

Council is being requested to accept the donation of the old Wickepin Railway Station scales from the Heffernan family and re-install them at the Wickepin Railway Station.

Background:

Council has received the following letter from Tim and Libby Heffernan regarding the old Wickepin Railway Scales.

8 January 2020

Mr M Hook
CEO
Shire of Wickepin
PO Box
Wickepin 6370

Railway Scales

Dear Mark

The Heffernan family have what we believe are the original scales from the Wickepin Railway station and we would like to donate them back to the shire to be put in position outside the Railway station once more.

They are still in reasonable condition as they have been kept in the Shearing shed and are very heavy but would need to be secured at the site just in case.

We will be able to get them into town but we will need assistance to have them taken off the truck and put in position.

We look forward to hearing from you soon regarding this matter.

Yours sincerely

Libby and Tim Heffernan

Comments:

The old railway scales are a small piece of the Wickepin history and if possible should be retained and placed at the old railway station building.

There should only be a minor cost to reinstall and secure the old scales at the Wickepin railway station.

Statutory Environment: Nil

Policy Implications: Nil

Financial Implications: Minor cost to cost to council for securing the railway scales.

Strategic Implications: Nil

Recommendations:

That council accept the donation of the old Wickepin Railway Station scales and reinstall them at the Wickepin Railway Station building.

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:	13 February 2020

Welcome back to everyone after our Christmas and New Year Break.

Our Annual Australia Day celebrations were held this year at the Wickepin Community Centre. It was a warm morning to start and the day's temperature continued to climb as the BBQ's sizzled whilst Councillors prepared breakfast for the pleasing crowd of around 90 people of our district.

It was with much pleasure that Cr. Lansdell, Cr. Allan and I presented the Citizen of the Year 2019 Award to Clinton Hemley; Senior Citizen of the Year 2019 Award to Linley Rose and the Community Group of the Year 2019 Award to the Wickepin History Group. Congratulations to all of the award recipients, and all other nominees as well.

Congratulations also to Kingussie (Smith Family), who were the recipients for the Facey Group Progressive Agricultural Award for 2019.

Thank you to all who attended and assisted in the day's proceedings.

On Thursday 6th February I travelled to Dumbleyung with CEO Mark and Cr. Mearns to attend the Lakes Sub-Group of the Regional Road Group meeting where the current funding allocations and timelines of job completions were discussed in preparation for the full Regional Road Group Meeting at Wickepin, to be held later this month.

The Annual Elector's meeting held on February 6th was well attended, the Annual Report was received for the 2018/19 year, and many relevant questions regarding our Shire Happenings were addressed.

Thank You to our special guest speaker, Senior Constable Dorrie Gryznic, who gave the attendees some greatly appreciated advice and examples of "Online Fraud Scams", how to recognise the real deal from the fake offers, and how to avoid being hoodwinked by Online Scammers – something that everyone must be vigilant about in this day and age of technology and "Online Everything".

Thursday February 13th saw me attending the meeting of the Central Country Zone Executive Committee in Narrogin, where the Finances of the Zone were reviewed to date and Honorariums set for the year 2020/2021. Other matters included discussion on Wheatbelt Regional Health Services and the Engagement of Executive Officer Services for the Central Country Zone. The resolutions for these matters will be in the Central Country Zone meeting agenda, to be held on Friday 21st February at Dumbleyung.

A big "Thank You" is extended to our Outside Crew staff members in the Maintenance and Parks and Garden Area who have been working diligently to keep the Town Oval looking as best as possible under trying conditions. This is a massive task as all water levels are extremely low, but the efforts are very much appreciated. With work now been planned by Manager of Works, Gary, and done on catchment areas and holding dams by the maintenance crew, hopefully the water supply will be quickly replenished with winter rains, and will be bigger in capacity.

Further upcoming scheduled meetings in February include the Regional Roads Group in Wickepin on February 28th, and the Central Country Zone meeting in Dumbleyung on February 21st.

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:	13 February 2020

Enclosure/Attachments: Drought Community Programme FAQ sheet

WSAHA

The FAA for the Wheatbelt South Aged Housing Alliance grant of \$2.8million has been signed by all parties and we are awaiting the first payment

State Administrative Hearing

Azhar Awang from the Shire of Narrogin will be acting on council's behalf in relation to a SAT Hearing on 28 February 2020 to hold a directions hearing to establish how the matter will be dealt with by the Tribunal.

The SAT hearing is being held as council received a request from the owners of 29 – 31 Henry Street for the change of zoning to Residential from Public Purpose - Church.

The owners of 29-31 Henry were advised the following after application for a change of purpose to the reserve.

Based on the above requirements, in particular clause 2.4.2 b), your proposal for the change of land use at 29 Henry Street, for residential use cannot be supported as this is contrary to the Reserve classification of the property. One option would be to undertake a scheme amendment to rezone the subject land (Both 29 and 31 Henry Street) to allow residential use of the property. Should you wish to pursue the scheme amendment, you will need to appoint an independent qualified Planning Consultant to prepare a scheme amendment documentation outlining the proposed rezoning. There will be costs associated with undertaking the scheme amendment and I would recommend that you seek quotes from two or three Planning Consultants It is noted that the property is also listed in the Shire of Wickepin's Municipal Heritage Inventory. This inventory has significant weight in the assessment of proposed developments and as such, a planning application is required for properties that are listed in the Municipal Inventory.

Please refer to Department Regulatory Services report regarding this matter.

Variation to Management Orders – Lease of Council Reserves

Council's solicitors McLeods have forwarded the following email regarding an issue with Reserve 24442 - Harrismith Cricket Club

We have received correspondence from the Department of Planning, Lands and Heritage advising that Reserve 24442 (Reserve) is the subject of a native title claim which is currently the subject of legal proceedings in the Supreme Court of Western Australia. As such, the Department is not able to grant a management order over the Reserve to the Shire. As an alternative, the Department has suggested a licence be granted to the Shire pursuant to section 48 of the Land Administration Act 1997 which would permit the Shire to use the Reserve. However, a sub-licence to the current lessee, Harrismith Cricket Club would not be possible. Alternatively, Harrismith Cricket Club could enter into the licence with the

State, which would permit the Club to use the Reserve. However, it is important to note that the licence would not grant the Cricket Club any proprietary rights over the Reserve and the Club's rights would only be contractual. For example, the Club would not have the right to exclusively use the Reserve. The Department has advised that the Supreme Court proceedings are scheduled for determination on 4 February 2020. The decision will determine whether there is any compensation payable to the native title claimants in relation to the Reserve. If not, it will be possible for a management order to be granted to the Shire containing a power to lease. We therefore recommend that the Shire wait for the Supreme Court to pass its decision before proceeding any further.

Drought Communities Programme

On 19 August 2018 the Australian Government announced it would extend the Drought Communities Programme to support local infrastructure and other projects for communities and businesses who have been impacted by drought.

Funding is available to eligible councils for local infrastructure projects and other drought-relief activities. Project funding is intended to provide short-term support, including by boosting local employment and procurement and addressing social and community needs.

The Drought Communities Programme Extension is being administered through the Business Grants Hub at the Department of Industry, Innovation and Science.

The Shire of Wickepin is an eligible council under the Drought Communities Programme and is eligible for grants up to \$500,000.

The objective of the DCP is to deliver benefits in Declared Council areas by supporting investment in local infrastructure initiatives.

Funding will be targeted at infrastructure projects that provide employment for people whose work opportunities have been impacted by drought;

- stimulate local community spending;
- use local resources,
- businesses and suppliers;

and/or provide a long-lasting benefit to communities and the agricultural industries on which they depend.

The desired outcomes of the DCP are:

- increased employment in regions by providing work for locals and/or farmers and farm labourers/staff/contractors whose employment opportunities have been affected by drought;
- improved levels of economic activity in regions;
- increased productivity in regions; and
- better retention of businesses, services and facilities.

DCP funding cannot be used for:

- payment of salaries for existing staff or contractors, although projects may be carried out by existing workforces;
- computer software or hardware that is not an integral part of the funded capital project;
- a council's core or business-as-usual operations, which council rates and other government funding usually funds;
- purchases of land, buildings, vehicles or mobile capital equipment (e.g. trucks and earthmoving equipment);
- expenditure incurred prior to the announcement that the project has been successful in its proposal for funding;

- staging events, exhibiting a display or for filming;
- undertaking studies or investigations; or
- The development of private or commercial ventures, including licensed areas of registered clubs.

Demonstrating Project Eligibility

Declared Councils need to supply adequate information to enable the Department to assess the eligibility of proposed projects seeking DCP funding. Declared Councils must meet at least one of these criteria.

- How the project is expected to lead to the employment of locals and the extent to which farmers and/or farm labourers/staff/contractors are expected to be employed.
- How the project is expected to lead to the employment of locals and over what period they are expected to be employed;
 - the extent to which farmers and/or farm labourers/staff/contractors are expected to be employed by the project;
 - the employment expected to be created beyond the immediate construction phase of the project and into the longer-term; and,
 - The indirect employment expected to be created through the potential flow-on effects to local businesses, suppliers, and services.
- How the project is expected to contribute to the economic activity of communities/regions in the Declared Councils
 - local businesses, suppliers and services are expected to be used to complete the projects;
 - equipment and services are expected to be purchased from local regions/communities; and,
 - The project will encourage investment, business activities and other economic benefits to communities/regions.
- How the project is expected to lead to the retention of businesses, services and facilities in Declared Councils
 - the benefits that should be delivered as a result of the project, such as increased tourism, increased trade for local businesses, improved services resulting from enhanced facilities;
 - the expected longer-term employment benefits to the agricultural sector from the project; and,
 - The number of people that are expected to use the approved project.

Attached to this report is a Frequently Asked Questions sheet in relation to the Drought Communities Programme.

Lake Yealering Caravan Park

Unfortunately the Lake Yealering Caravan Park dongas have been broken into and there has been a television and some towels stolen from unit 4.

The break in has been reported to the Police. The television and towels have been replaced.

MEETINGS ATTENDED

January 2020	
26 th	Australia Day Breakfast
February 2020	
3 rd	Albert Facey Homestead Committee
4 th	Living Lakes Project Group
5 th	Life Style Retirement Committee
6 th	Lakes RRG Sub Committee Dumbleyung with Cr Russell and Cr Mearns
6 th	Annual Electors Meeting
14 th	LGIS Insurance Annual Review
15 th	CRC Thank A Volunteer Sundowner

Delegations to be inserted –

No.	Delegation Name	Delegation To	Delegation Exercised	When Exercised	Persons Affected
A1	Cheque Signing and Account Authorisation	CEO			
A2	Septic Tank Application Approvals	EHO			
A3	Building Approvals	BO	Sarah Hyde – Patio Construction Peter Stribling – Replace Car Port	10.01.2020 31.01.2020	
A4	Road Side Advertising	CEO			
A5	Application for Planning Consent	CEO			
A6	Appointment and Termination of Staff	CEO	Couper Spark - Termination	19.12.2020	
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	CRC GRDC Farm Business Update Ammers Miley	15.02.2020 13.01.2020 05.12.2020	
A13	Hire of Community Halls / Community Centre	CEO	Wickepin Netball Club Yealering Town Hall WCC Yealering Town Hall WCC Wickepin Swimming Pool WCC WCC WCC Albert Facey Park WCC WCC WCC WCC WCC WCC WCC	13.02.2020 13.02.2020 12.02.2020 12.02.2020 12.02.2020 10.02.2020 10.02.2020 07.02.2020 05.02.2020 04.02.2020 04.02.2020 04.02.2020 03.02.2020 30.01.2020 30.01.2020 24.01.2020 17.01.2020	
A14	The Food Act 2008 and the Food	CEO			

	Regulations 2009				
A15	The Public Health Act 2016	CEO			

Recommendations:

That Council note the Chief Executive Officer's report dated 13 February 2020.

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