



SHIRE OF WAGIN

ORDINARY MEETING OF COUNCIL

Agenda

26 May 2020

President and Councillors

An Ordinary meeting of Council is called for Tuesday 26th May 2020 commencing at 7:00pm
in the Shire of Wagin Council Chamber, 2 Arthur Road, Wagin

W.T. Atkinson
ACTING CHIEF EXECUTIVE OFFICER

22nd May 2020

1. **OPENING**
2. **RECORD OF ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE (PREVIOUSLY APPROVED)**
3. **RESPONSES TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE**
4. **PUBLIC QUESTION TIME**
5. **APPLICATION FOR LEAVE OF ABSENCE**
6. **PUBLIC FORUM**
7. **DISCLOSURE OF FINANCIAL AND OTHER INTERESTS**
Note: That, under Section 5.65 of the Local Government Act 1995, care should be exercised by all Councillors to ensure that a “financial interest” is declared and that they refrain from voting on any matters which are considered that may come within the ambit of the act.
8. **CONFIRMATION OF PREVIOUS MEETING MINUTES**

FINANCE AND GENERAL PURPOSES COMMITTEE MEETING 19 MAY 2020

COUNCIL DECISION

Moved: Cr.

Seconded: Cr.

That the minutes of the Finance and General Purposes Committee Meeting of 19th May 2020 be received.

Carried

TOURISM AND PROMOTION ADVISORY COMMITTEE MEETING 20 MAY 2020

COUNCIL DECISION

Moved: Cr

Seconded:

That the minutes of the Tourism and Promotion Advisory Committee Meeting held 20th May 2020 be received.

Carried

TOWNSCAPE ENHANCEMENT COMMITTEE MEETING 20 MAY 2020

COUNCIL DECISION

Moved: Cr

Seconded:

That the minutes of the Townscape Enhancement Committee Meeting held 20th May 2020 be received.

Carried

COUNCIL DECISION

Moved: Cr

Seconded:

That the minutes of the Ordinary Council Meeting of held 28th April 2020 be confirmed as true and accurate

Carried

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DISCLAIMER

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9. STATUS REPORT – APRIL 2020

FINANCE AND ADMINISTRATION						
Date	Resolution #	Officer	Description	Action	Status	Questions & Comments
28 April 2015	2702	CEO	Puntapin Rock Dam		That Council advise Water Corp that it is prepared to accept the responsibility and vesting of the Puntapin Dam and associated reserves and infrastructure.	Contacted June 2019, awaiting finalisation of the SW Native Title Settlement
21 Feb 2017	3215	CEO/ MF	Road Damage – WANDRRA Claim	That Council resolve if an acceptable exemption is not forthcoming then Council engage CORE Business Australia from Busselton to undertake the project supervision for the restoration of damaged roads throughout the Shire of Wagin		Claim 44 \$8,000 outstanding
24 Sept 2019	4111	DCEO/DG	Wetlands Playground Development	That the Wetlands Park Development Business Case / Project Brief be endorsed, and a quotation be sought to engage a Landscape Architect to develop a design plan	That the Wetlands Park Playground Master Plan be endorsed	Advertising period complete positive responses. Final concept plan completed.
26 Nov 2019	4145			That Ecoscape be engaged to carry out the Wetlands Park Playground design		
24 March 2020	4218			That the Wetlands Park Playground Concept Master Plan be endorsed, advertise the proposed Master Plan for public comment for a period of 21 days and staff to commence the		

FINANCE AND ADMINISTRATION

Date	Resolution #	Officer	Description	Action	Status	Questions & Comments
				process to secure grant funds for stages 1,2 & 3 of the project.		
24 Sept 2019	4123	CEO	Endorsement of Waste Local Law – 4WDL VROC Collaboration	That Council endorse commencing the process of introducing a Waste Local Law and that a collaborative approach between the 4WDL VROC Local Governments taken with The Shire of Williams facilitating the process		Progressing
26 Nov 2019	4146	DCEO	Electronic Information Sign	That S-Tech LED Tech be appointed as the preferred supplier of the new Electronic Information sign – and invite them to conduct a presentation / demo at the next Townscape Enhancement Committee		Townscape Committee considering in conjunction with Library scape development. Application sent to Main Roads.
25 Feb 2020	4188	CEO	Town Entry Statements	That the four (4) entry statements into Wagin be refurbished within the current Tourism Budget		Entry statements have been cleaned. Awaiting contractor to complete refurbishment
24 March 2020	4219	DCEO/DG	Giant Ram Appearance issues and maintenance	That maintenance work and painting of 'Bart' the Giant Ram be considered in the 2020 /2021 Council Budget		Staff obtaining quotes for the 20 / 21 budget
24 March 2020	4222	CEO	Local Government House Trust – Deed of Variation	That Council consent to a variation to the Trust Deed for the Local Government House as detailed and communicate consent to the Local Government House Trust's Board of management		Completed
24 March 2020	4224	CEO/MOW	Footpath – Ventnor Street, Wagin	That the \$36,000 footpath budget be reallocated from		

FINANCE AND ADMINISTRATION

Date	Resolution #	Officer	Description	Action	Status	Questions & Comments
				Ventnor Street to Tudor Street, Wagin		
24 March 2020	4230	MOW	Gopher Friendly Footpaths	That the Manager of Works assess the current gopher crossings and present costings for the 2020/2021 budget.		
24 March 2020	4231	CEO/MOW	Norring / Norring Dellyanine Road Intersection	That the 2019/2020 funding for the Warup South intersection upgrade be reallocated to the intersection of the Norring and Lime Lake West Road		
24 March 2020	4245	CEO	Review of Council Numbers	That Council advise the Wagin community that it is considering a reduction of Elected Numbers from 11 to 9 effective from the Ordinary Local Government Elections October 2021. The proposal to be advertised in the Wagin Wool Press and Narrogin Observer with public submissions closing 6 weeks after first advertised		
28 April 2020	4256	DCEO	Report on the 2018/2019 Audit Qualification	1. That the report addressing the Audit Qualification on the 2018/2019 Audit Report be received and endorsed by Council. 2. Authorises the report to be forwarded to the Minister for Local Government and be published on the Shires website.		Report sent to LG Minister. Report published on the Shire Website
28 April 2020	4257	DCEO	Report Addressing the Significant Adverse trend in the Financial Position 2018/2019 – Operating Surplus Ratio	1. That the revised report to the Minister addressing the significant adverse trend in the financial position of the Shire 2018/2019 Audit Report with regards to the Operating Surplus Ratio be received and endorsed		Report sent to LG Minister. Report published on the Shire Website

FINANCE AND ADMINISTRATION

Date	Resolution #	Officer	Description	Action	Status	Questions & Comments
				by Council. 2. Authorises the report to be forwarded to the Minister for Local Government and be published on the Shire's website.		
28 April 2020	4264	DCEO		Council authorise a letter to be sent to the Office of the Auditor General requesting a correction of the Operating Surplus Ratio error, in so far as it relates to three years of not meeting the prescribed standard, on the 2018/2019 Auditors Report.		Letter sent to the OAG 30/04/2020

HEALTH, BUILDING AND PLANNING

Date	Resolution #	Officer	Description	Action	Status	Questions & Comments
24 May 2011	1619	CEO	Proposed Residential Subdivision – Lot 896 Arnott Street	Staff not to progress development until further consideration of future needs be determined.		No action at this stage.
26 Mar 2013	2129	CEO	Future Accommodation Requirements – Library/Gallery/Tourist information HACC	CEO to seek concept plans for alternative future venues.	Collate Library survey - Completed	Refer #3776 Fin & Admin
20 Nov 2018	3928	DCEO	Wagin Sportsground and Recreation precinct development plan	That Council appoint CCS Strategic and ADC Projects to undertake the Wagin Sportsground and Recreation precinct planning project on the following basis: undertake stage 1 – needs assessment in 2018/2019 for \$24,200 plus on costs and subject to Council approval undertake stage 2 – feasibility study in accordance with quoted figure in 2019/20220		Phase 1 in progress, and report to be presented to Council
26 March 2019	3973			That Council give approval for CCS Strategic and ADC Projects to undertake the Wagin Sportsground and Recreation Precinct Plan Stage 2 – Feasibility Study		Phase 1 report completed, presentation to Council 27/06/2019. Phase 2 in progress
25 Feb 2020	4200			That Council Receive and Endorse the Sportsground & Recreation Precinct Masterplan feasibility study report, endorse masterplan option 5 and issue the report for further community comment.		Presentation undertaken 31/10/2019 awaiting final masterplan Final Report to be adopted by Council Community Meeting scheduled 26 March 2020

HEALTH, BUILDING AND PLANNING

Date	Resolution #	Officer	Description	Action	Status	Questions & Comments
2 Sept 2019	4094	ACEO/CD	Wagin Vintage Caravan Museum (proposed)	That Council give in principle support to the establishment of the Wagin Vintage Caravan Museum and that Council support the use of the Exhibition shed in November 2019 to accommodate the display of vintage caravans at the same time as this years Albany Caravan Show		
2 Sept 2019	4096	Town Planner	Land Tenure options for new telecommunications infrastructure (mobile phone base station)	That Council request the Land Division – DPLH to arrange transfer of Shire of Wagin’s interest in lot 331 to the State for re-vesting back into Crown Estate, with the majority of the balance of the portion of lot 331 as Crown reserve with a management order issued in favour of the Shire of Wagin for showground and recreational purposes, and to lease portion directly to Telstra to enable Telstra Corp to construct a new mobile phone base station on portion of lot 331 Ballagin Street in accordance with conditions of development approval 21 August 2018		Could be 2 years before tower is erected 2020
25 Feb 2020	4207	Exurban Rural & Regional Planning	Development Application – Existing Unauthorised Transport depot (retrospective) proposed second hand transportable staff accommodation building (ancillary accommodation) & new ablution building	That Council approve this development application subject to conditions		

HEALTH, BUILDING AND PLANNING

Date	Resolution #	Officer	Description	Action	Status	Questions & Comments
24 March 2020	4246	CEO	Development Application – 20 Tavistock Street, Wagin / Container Deposit Scheme	That Council approve this development application subject to conditions		
28 April 2020	4266	Exurban Rural & Regional Planning	Planning Changes to support Covid – 19 response and recovery			
28 April 2020	4267	Exurban Rural & Regional Planning	Road Closure & Land Acquisition Request / Lot 2 (170) Bolts Road, Wagin	1. That Council initiate the process required under the land administration Act and land regulations to permanently close the road to allow the road reserve to be acquired for amalgamation. 2. Advertise the road closure proposal for a minimum of 35 days, provide written notification of the proposal to adjoining and potentially affected land owners then assess all submission, prepare final report and recommendation to Council on whether to proceed with the proposal by written submission to the Department of Lands for consideration and final determination by the Minister for Lands.		

WORKS AND SERVICES

Date	Resolution #	Officer	Description	Action	Status	Questions & Comments
27 Feb 2018	3456	MOW	Audit of Piesseville – Tarwonga Road from Thompson Road through to Dohle’s S Bend	That Council audit the potential hazard on these S – bends to determine whether the Camber on the bends is correct		Engineer contacted.
25 June 2019	4032	MOW	Townsite Intersections Ballagin / Trench Streets and Ballagin / Sirdar Streets	That Council sandbag these intersections to gauge the effectiveness of the new intersection designs		Contract to begin works end of April
24 Sept 2019	4101			Proceed with the kerbing alterations on Trent / Trench intersection as per Rod Munns (engineers) specifications		Works commenced will be completed end of May
24 Sept 2019	4109	MOW	Town Entrances	That Council investigate tidying the entrances to town by contacting Main Roads to carry out the tidy up of road verges.	Ongoing	
17 Dec 2019	4175	CEO/MOW	Ballaying South Bridge # 4859 tender #3 2019/2020	That the tender to dismantle and replace 7-barrel box culverts be awarded to Halanson Earthmoving for the amount of \$186.780 GST inclusive	Completed	
24 March 2020	4225	MOW	Usil Lane Kerbing	Proceed with the installation of the nib and kerbing on Usil Lane as per Rod Munns (Mainroads) plan		Work booked for end of April. Works commenced will be completed by end of May
24 March 2020	4226	MOW	Community Centre Parking	The area behind the Community be prepared for parking with a gravel base, entry and exit signage and the fence removed	Completed	Work to commence in April

WORKS AND SERVICES

Date	Resolution #	Officer	Description	Action	Status	Questions & Comments
24 March 2020	4228	MOW	Truck Parking Area – Collie Lake King Road	That Council design and cost a truck parking bay at lot 436 Collie Lake King Road.		As time permits
24 March 2020	4229	MOW	BP Crossover – Ranford Street	That the Manager of Works assess the Ranford Street crossover at BP and bring a proposal to Council.		BP to carry out repairs to crossover.

10. REPORTS FROM COMMITTEES

10.1 FINANCE AND GENERAL PURPOSES COMMITTEE MEETING 20 MAY 2020

OPENING: The Chairperson declared the Meeting opened at 7.01pm.

ATTENDANCE:	Cr PJ Blight	Chairperson
	Cr G R Ball	Member
	Cr B L Kilpatrick	Member
	Cr B S Hegarty	Member
	Cr J P Reed	Member

Staff: B A Roderick Deputy Chief Executive Officer

Visitors: Cr W J Longmuir Councillor/Observer

Apologies: Nil

PUBLIC FORUM (PETITIONS/DEPUTATIONS/PRESENTATIONS)

Nil

DECLARATION OF INTEREST

Nil

CONFIRMATION OF PREVIOUS MEETING MINUTES

COMMITTEES RECOMMENDATION

Moved: Cr. G R Ball

Seconded: Cr. B L Kilpatrick

That the minutes of the Finance and General Purposes Committee Meeting held 16th March 2020 be confirmed as a true and correct record.

Carried 5/0

BUSINESS ARISING

Nil

CORRESPONDENCE AND REPORTS

- Covid-19 Financial Hardship Policy
- Temporary Employment or Appointment of Acting CEO Policy
- Attendance at Events Policy
- Setting of Fees and Charges 2020/2021

GENERAL BUSINESS

CLOSURE

10.1.1 CORRESPONDENCE AND REPORTS

10.1.1.1 COVID 19 – FINANCIAL HARDSHIP POLICY

PROPONENT:	Deputy CEO
OWNER:	Shire of Wagin
LOCATION/ADDRESS:	N/A
AUTHOR OF REPORT:	Deputy CEO
SENIOR OFFICER:	Chief Executive Officer
DATE OF REPORT:	14 th May 2020
PREVIOUS REPORT(S):	Nil
DISCLOSURE OF INTEREST:	N/A
FILE REFERENCE:	N/A
ATTACHMENTS:	COVID 19 – Financial Hardship Policy

BRIEF SUMMARY:

To recommend to Council that Finance Policy 22 – COVID-19 Financial Hardship policy be adopted.

BACKGROUND/COMMENT:

The recent amendment to introduce Part 10 to the Local Government Act permits the Minister for Local Government to make Ministerial Orders to modify or suspend specified provisions of the Act or associated Regulations while a state of emergency declaration is in force due to Covid-19 pandemic.

The Ministerial Order, gazetted on the 8th May, will have the following effect on the operation of the Act and Regulations:

- Residential and small business ratepayers who are suffering financial hardship due to the COVID-19 pandemic will not be charged interest on overdue rates in 2020/2021.
- The maximum interest rate payable by all ratepayers has also been reduced, from a maximum of 11% to a maximum of 8%. This new limit aligns with the Australian Tax Office penalty for overdue payments;
- Interest on instalments remains at 5.5% if a Local Government has a Hardship Policy, and to a maximum of 3% if a Local Government does not have a hardship policy.
- If adopting a minimum rate or rate in the dollar no higher than that imposed in 2019/20, then there is no need to advertise differential rates. Only requirement is to place a notice on your website.

WALGA has been working with the sector and have developed a template Financial Hardship Policy which the author has previously emailed to the Audit Committee. I have received some feedback and changes from Cr Ball and have incorporated these changes in the document in red. These changes are more in line with the impact of the pandemic on ratepayers here in Wagin.

WALGA are also developing a Financial Hardship Assessment Guide which will be available shortly, this will be forwarded to the Committee when received.

The Draft policy is attached for review.

CONSULTATION/COMMUNICATION:

Chief Executive Officer
Cr Ball

STATUTORY/LEGAL IMPLICATIONS:

Local Government Act 1995
Local Government (Financial Management) Regulations

POLICY IMPLICATIONS:

As per resolution

FINANCIAL IMPLICATIONS:

Nil

STRATEGIC IMPLICATIONS:

Nil

VOTING REQUIREMENTS:

Absolute Majority

OFFICERS RECOMMENDATION

Moved: Cr.

Seconded: Cr.

That the Committee Recommend:

That Finance Policy 22 – COVID-19 Financial Hardship be adopted.

Carried

COMMITTEES RECOMMENDATION

Moved: Cr J P Reed

Seconded: Cr. B S Hegarty

That due to the unavailability of WALGA's Financial Hardship Assessment guidelines and time constraints that this item be referred to the May Ordinary Meeting of Council.

Carried 5/0

Draft Policy

Policy Type:	Finance
Date Adopted:	

Policy No:	22
Date Last Reviewed:	

Legal (Parent):
<ol style="list-style-type: none"> 1. Local Government Act 1995 2. Local Government (Financial Regulations) 1996

Legal (Subsidiary):

Delegation of Authority Applicable
No

Delegation No.

ADOPTED POLICY

Title:	22. COVID-19 FINANCIAL HARDSHIP
Objective:	<p>To give effect to our commitment to support the whole community to meet the unprecedented challenges arising from the COVID19 pandemic, the Shire of Wagin recognizes that these challenges will result in financial hardship for our ratepayers. This Policy is intended to ensure that we offer fair, equitable, consistent and dignified support to ratepayers suffering hardship, while treating all members of the community with respect and understanding at this difficult time.</p>
Scope:	<p>This policy applies to:</p> <ol style="list-style-type: none"> 1. Outstanding rates and service charges as at the date of adoption of this policy; and 2. Rates and service charges levied for the 2020/21 financial year. <p>It is a reasonable community expectation, as we deal with the effects of the pandemic that those with the capacity to pay rates will continue to do so. For this reason, the Policy is not intended to provide rate relief to ratepayers who are not able to evidence financial hardship and the statutory provisions of the <i>Local Government Act 1995</i> and <i>Local Government (Financial Management) Regulations 1996</i> will apply.</p> <p>Payment difficulties, hardship and vulnerability¹ Payment difficulties, or short-term financial hardship, occur where a change in a person's circumstances result in an inability to pay a rates or service charge debt.</p>
Policy Statement	<p>Financial hardship occurs where a person or entity is unable to pay rates and service charges without affecting their ability to meet their basic living needs, or the basic living needs of their dependants. The Shire of Wagin recognizes the likelihood that COVID19 will increase the occurrence of payment difficulties, financial hardship and vulnerability in our community. This policy is intended to apply to all ratepayers experiencing financial hardship regardless of their status, be they a property owner, tenant, business owner etc.</p> <p>Anticipated Financial Hardship due to COVID19</p>

We recognize that ~~many~~ **some** ratepayers are ~~may be already~~ experiencing financial hardship due to COVID-19. We respect and anticipate the probability that additional financial difficulties will arise when their rates are received.

We will write to ratepayers at the time their account falls into arrears, to advise them of the terms of this policy and ~~encourage~~ **to make them aware** eligible ratepayers ~~to~~ **can** apply for hardship consideration. Where possible and appropriate, we will also provide contact information for a recognised financial counsellor and/or other relevant support services.

Financial Hardship Criteria

While evidence of hardship will be required, we recognise that not all circumstances are alike. We will take a flexible approach to a range of individual circumstances including, but not limited to, the following situations:

- Recent unemployment or under-employment
- Sickness or recovery from sickness
- Low income or loss of income
- Unanticipated circumstances such as caring for and supporting extended family

Ratepayers are encouraged to provide any information about their individual circumstances that may be relevant for assessment. This may include demonstrating a capacity to make some payment and where possible, entering into a payment proposal. We will consider all circumstances, applying the principles of fairness, integrity and confidentiality whilst complying our statutory responsibilities

Payment Arrangements

Payment arrangements facilitated in accordance with Section 6.49 of the Act are of an agreed frequency and amount. These arrangements will consider the following:

- That a ratepayer has made genuine effort to meet rate and service charge obligations in the past;
- The payment arrangement will establish a known end date that is realistic and achievable;
- The ratepayer will be responsible for informing the Shire of Wagin of any change in circumstance that jeopardises the agreed payment schedule.

In the case of severe financial hardship, we reserve the right to consider waiving additional charges or interest (excluding the late payment interest applicable to the Emergency Services Levy).

Interest Charges

A ratepayer that meets the Financial Hardship Criteria and enters into a payment arrangement may request a suspension or waiver of interest charges. Applications will be assessed on a case by case basis.

Deferment of Rates

Deferment of rates may apply for ratepayers who have a Pensioner Card, State Concession Card or Seniors Card and Commonwealth Seniors Health Care Card registered on their property. The deferred rates balance:

- remains as a debt on the property until paid;
- becomes payable in full upon the passing of the pensioner or if the property is sold or if the pensioner ceases to reside in the property;
- may be paid at any time, BUT the concession will not apply when the rates debt is subsequently paid (deferral forfeits the right to any concession entitlement); and
- does not incur penalty interest charges.

Debt recovery

We will suspend our debt recovery processes whilst negotiating a suitable payment

arrangement with a debtor. Where a debtor is unable to make payments in accordance with the agreed payment plan and the debtor advises us the **Shire** and makes an alternative **agreed** plan before defaulting on the 3rd due payment, then we will continue to suspend debt recovery processes.

Where a ratepayer has not reasonably adhered to the agreed payment plan, then for any Rates and Service Charge debts that remain outstanding on 1 July 2021 ~~of each year~~, we will offer the ratepayer one further opportunity of adhering to a payment plan that will clear the total debt by the end of ~~the 2021/2022~~ **that** financial year.

Rates and service charge debts that remain outstanding at the end of ~~the 2021/22~~ **each** financial year, will then be subject to the rates debt recovery procedures prescribed in the *Local Government Act 1995*

Review

We will establish a mechanism for review of decisions made under this policy and advise the applicant of their right to seek review and the procedure to be followed.

Communication and Confidentiality

We will maintain confidential communications at all times, and we undertake to communicate with a nominated support person or other third party at your request.

We will advise ratepayers of this policy and its application, when communicating in any format (i.e. verbal or written) with a ratepayer that has an outstanding rates or service charge debt.

~~We recognise that applicants for hardship consideration are experiencing additional stressors and may have complex needs. We will provide additional time to respond to communication and will communicate in alternative formats where appropriate. We will ensure all communication with applicants is clear and respectful.~~

10.1.1.2 TEMPORARY EMPLOYMENT OR APPOINTMENT OF ACTING CHIEF EXECUTIVE OFFICER POLICY

PROPONENT:	
OWNER:	Shire of Wagin
LOCATION/ADDRESS:	N/A
AUTHOR OF REPORT:	Deputy CEO
SENIOR OFFICER:	Acting Chief Executive Officer
DATE OF REPORT:	15 th May 2020
PREVIOUS REPORT(S):	Nil
DISCLOSURE OF INTEREST:	N/A
FILE REFERENCE:	N/A
ATTACHMENTS:	Appointment of Acting CEO Policy

BRIEF SUMMARY:

To recommend to Council that Administration Policy 22 – Temporary Employment or Appointment of Acting CEO policy be adopted.

BACKGROUND/COMMENT:

The Local Government Legislation Amendment Act 2019 took effect as of July 2019. Changes to the Act affect what information needs to be publicly available on Council's website. These requirements are to improve transparency and access to information held by a local government – ensuring we are accountable to the community.

A draft policy for Temporary Employment or Appointment of Acting CEO has been developed and is enclosed for review.

CONSULTATION/COMMUNICATION:

Chief Executive Officer

STATUTORY/LEGAL IMPLICATIONS:

Local Government Act 1995
Local Government (Administration) Regulations

POLICY IMPLICATIONS:

As per resolution

FINANCIAL IMPLICATIONS:

Nil

STRATEGIC IMPLICATIONS:

Nil

VOTING REQUIREMENTS:

Absolute Majority

COMMITTEES RECOMMENDATION

Moved: Cr. G R Ball

Seconded: Cr. B L Kilpatrick

That the Committee Recommend:

That Administration Policy 22 – Temporary Employment or Appointment of Acting CEO be adopted

Carried 5/0

Draft Policy

Policy Type:	Administration
Date Adopted:	

Policy No:	22
Date Last Reviewed:	

Legal (Parent):
1. Local Government Act 1995

Legal (Subsidiary):

Delegation of Authority Applicable
No

Delegation No.

ADOPTED POLICY

Title:	22. TEMPORARY EMPLOYMENT OR APPOINTMENT OF ACTING CHIEF EXECUTIVE OFFICER (CEO)
Objective:	To provide clear guidance on the provisions that apply to the appointment of a person as Acting Chief Executive Officer (A/CEO) for the period of less than one year; and in periods of extended leave or absences appoint a person to perform the duties of the Chief Executive Officer.
Policy Statement:	<p>Policy Statement</p> <p>Section 5.36 of the <i>Local Government Act 1995</i> requires that local government is to employ a CEO and such other persons as the Council believes are necessary to enable the function of the local government and the functions of Council to be performed.</p> <p>Section 5.39 of the Act (amended in July 2019) requires the Shire to have a policy on the temporary employment of a CEO. On the basis, where a CEO is to be externally recruited for periods of less than one year, Council approval shall be required for the recruitment process and the appointment of any recommended candidate.</p> <p>In accordance with Section 5.36(2) & 5.37(1) of <i>the Local Government Act 1995</i>, all Senior Employees employed by the Shire are considered to be suitably qualified to act in the position of Chief Executive Officer and the Deputy Chief Executive Officer is designated as a Senior Employee for the purposes of the Act.</p> <p>Procedures</p> <p><u>Appointment of Acting CEO for period of less than one year</u></p> <p>Where an Acting CEO is to be externally recruited and temporarily employed, Council approval shall be required for the recruitment process and for the appointment of any recommended candidate as per Shire's Administration Policy #1.</p>

Appointment of Senior Employee as Acting CEO, in the event of extended absences by current CEO

In the event of planned absences (e.g. Annual or Long Service Leave) of greater than 5 days an appointment of an Acting CEO is made through a Council Resolution.

In the event of unplanned absences (e.g. Sick or Personal Leave) of greater than 5 days, the Shire President is authorized to appoint a Senior Employee to the role of Acting CEO until the CEO can resume duties. Appointment to the role of Acting CEO must be made in writing by the Shire President.

The intent of this Policy is to allow the Shire President to make a short-term appointment of Acting CEO should the CEO not be able to undertake the duties of the role due to unforeseen circumstances. Any appointment under this Policy would be presented to the next Ordinary Council meeting for Council endorsement. This Policy alleviates the need to call a Special Council Meeting.

In both of the above circumstances any Senior Employee who is appointed Acting CEO will receive the same salary (cash component) as the CEO's current salary whilst acting in this position.

Forms and Templates

Nil

10.1.1.3 ATTENDANCE AT EVENTS POLICY

PROPONENT:	
OWNER:	Shire of Wagin
LOCATION/ADDRESS:	N/A
AUTHOR OF REPORT:	Deputy CEO
SENIOR OFFICER:	Acting Chief Executive Officer
DATE OF REPORT:	14 th May 2020
PREVIOUS REPORT(S):	Nil
DISCLOSURE OF INTEREST:	N/A
FILE REFERENCE:	N/A
ATTACHMENTS:	Attendance at Events Policy

BRIEF SUMMARY:

To recommend to Council that Administration Policy 23 – Attendance at Events policy be adopted.

BACKGROUND/COMMENT:

The Local Government Legislation Amendment Act 2019 took effect as of July 2019. Changes to the Act affect what information needs to be publicly available on Council's website. These requirements are to improve transparency and access to information held by a local government – ensuring we are accountable to the community.

A draft policy for Attendance at Events has been developed and is enclosed for review.

CONSULTATION/COMMUNICATION:

Chief Executive Officer

STATUTORY/LEGAL IMPLICATIONS:

Local Government Act 1995
Local Government (Financial Management) Regulations

POLICY IMPLICATIONS:

As per resolution

FINANCIAL IMPLICATIONS:

Nil

STRATEGIC IMPLICATIONS:

Nil

VOTING REQUIREMENTS:

Absolute Majority

COMMITTEES RECOMMENDATION

Moved: Cr. G R Ball

Seconded: Cr. J P Reed

That the Committee Recommend:

That Administration Policy 23 – Attendance at Events be adopted.

Carried 5/0

Draft Policy

Policy Type:	Administration
Date Adopted:	

Policy No:	23
Date Last Reviewed:	

Legal (Parent): 2. Local Government Act 1995
--

Legal (Subsidiary):

Delegation of Authority Applicable
No

Delegation No.

ADOPTED POLICY

Title:	23. ATTENDANCE AT EVENTS POLICY
Objective:	<p>The Shire of Wagin is required under Section 5.90A of the <i>Local Government Act 1995</i> prepare and adopt an Attendance at Events Policy. This policy addresses the attendance of Council members, CEO and Senior Managers at any events, including concerts, conferences, functions or sporting events, whether free of charge, part of a sponsorship agreement, or paid by the local government.</p> <p>The purpose of the policy is to provide transparency about the attendance at events and to provide guidance when an invitation to an event or function, or other hospitality occasion, ticketed or otherwise, is offered free of charge.</p> <p>Attendance at an event in accordance with this policy will exclude the gift holder from the requirement to disclose an interest if the ticket is above \$300 and the donor has a matter before Council. Any gift received that is less than \$300 (either one gift or cumulative over 12 months from the same donor) also does not need to be disclosed as an interest.</p> <p>Receipt of the gift will still be required under the gift register provisions.</p>
Policy Statement:	<p>Policy Statement</p> <p>This policy applies to Elected Members, the Chief Executive Officer and all Senior Employees of the Shire of Wagin (the Shire) in their capacity as an Elected Member or Employee of the Shire.</p> <p>Elected Members, the Chief Executive Officer and Senior Managers occasionally receive tickets or invitations to attend events to represent the Shire to fulfil their leadership roles in the community. The event may be a paid event or a ticket/invitation may be gifted in kind, or</p>

indeed it may be to a free / open invitation event for the community in general.

Under Section 5.90A of the *Local Government Act 1995* an event includes the following

- a) A concert;
- b) A conference;
- c) A function;
- d) A sporting or community event
- e) An occasion of a kind prescribed for the purposes of this definition.

PROVISION OF TICKETS TO EVENTS

1. INVITATIONS

1.1 All invitations or offers of tickets for an Elected Member, CEO or employee to attend an event should be in writing and addressed to the CEO.

1.2 Any invitation or offer of tickets not addressed to the CEO is not captured by this policy and must be disclosed in accordance with the gift and interest provisions in the Act.

1.3 Whilst not required by the legislation the CEO will maintain a list of events and attendees authorised by the local government in advance of the event. See Annexure A – Pre-Approved Events

1.4 Attendance at any events not pre-approved in Annexure A will require approval by Council.

2. APPROVAL OF ATTENDANCE

2.1 In making a decision on attendance at an event, the council will consider:

- a) who is providing the invitation or ticket to the event,
- b) the location of the event in relation to the local government (within the district or out of the district),
- c) the role of the council member or CEO when attending the event (participant, observer, presenter) and the value of their contribution,
- d) whether the event is sponsored by the local government,
- e) the benefit of local government representation at the event,
- f) the number of invitations / tickets received, and
- g) the cost to attend the event, including the cost of the ticket (or estimated value of the event per invitation) and any other expenses such as travel and accommodation.

2.2 Decisions to attend non pre-approved events in accordance with this policy will be made by simple majority of Council. A register of these events shall be maintained by the CEO. See Annexure B – Register of Events Approved by Council

3. PAYMENTS IN RESPECT OF ATTENDANCE

3.1 Where an invitation or ticket to an event is provided free of charge, the local government may contribute to appropriate expenses for attendance, such as travel and accommodation, for events outside the district if the council determines attendance to be of public value.

3.2 For any events where a member of the public is required to pay, unless previously

approved and listed in Annexure A, the Council will determine whether it is in the best interests of the local government for an Elected Member, CEO or another Officer to attend on behalf of the Council.

3.3 If the Council determines that an Elected Member or CEO should attend a paid event, the local government will pay the cost of attendance and reasonable expenses, such as travel and accommodation.

3.4 Where partners of an authorised local government representative attend an approved event, any tickets for that person will be paid by Council.

Forms and Templates

Annexure A – Pre-Approved Events List

Annexure B – Register of Events Approved By Council

Annexure A – Pre-Approved Events

The Shire approves attendance at the following events by Elected Members, the Chief Executive Officer and employees of the Shire: -

- (a) Advocacy lobbying or Ministerial briefings (Elected Members, the Chief Executive Officer and Executive Management only);
- (b) Meetings of clubs or organisations within the Shire of Wagin;
- (c) Any free event held within the Shire of Wagin;
- (d) Australian or West Australian Local Government events;
- (e) Events hosted by Clubs or Not for Profit Organisations within the Shire of Wagin to which the Shire President, Elected Member, Chief Executive Officer or employee has been officially invited;
- (f) Shire hosted ceremonies and functions;
- (g) Shire hosted events with employees;
- (h) Shire run tournaments or events;
- (i) Shire sponsored functions or events;
- (j) Community art exhibitions;
- (k) Cultural events/festivals;
- (l) Events run by a Local, State or Federal Government;
- (m) Events run by the Wagin District High School;
- (n) Major professional bodies associated with local government at a local, state and federal level;
- (o) Opening or launch of an event or facility within the Shire of Wagin;
- (p) Recognition of Service events
- (q) RSL events; and
- (r) Events run by the Wagin Agricultural Society.

Annexure B – Register of Events Approved by Council (by Simple Majority decision)

Event	Date of Event	Approved Attendee/s	Approved local government contribution to cost	Date of Council resolution

10.1.1.4 SCHEDULE OF FEES AND CHARGES 2020/2021

PROPONENT:	Manager of Finance
OWNER:	Shire of Wagin
LOCATION/ADDRESS:	Shire of Wagin
AUTHOR OF REPORT:	Manager of Finance
SENIOR OFFICER:	Chief Executive Officer
DATE OF REPORT:	14 May 2020
PREVIOUS REPORT(S):	N/A
DISCLOSURE OF INTEREST:	N/A
FILE REFERENCE:	N/A
ATTACHMENTS:	Schedule of Fees and Charges 2020/2021

BRIEF SUMMARY:

For Council to adopt the Schedule of Fees and Charges as presented for the 2020/2021 financial year.

BACKGROUND:

The Local Government Act 1995, Part 6 – Financial management, Division 5 – Financing local government activities, Subdivision 2 – Fees and charges, 6.16. Imposition of fees and charges states in point (3) Fees and charges are to be imposed when adopting the annual budget but may be – (a) imposed* during a financial year; and (b) amended* from time to time during a financial year. *Absolute majority required.

The last two financial years have seen Council adopt the Schedule of Fees and Charges in June which differed from previous financial years where they adopted in August as part of the budget adoption process. Due to the successful implementation of this, we are asking Council to adopt the Schedule of Fees and Charges for the new financial year early again to enable the new charges to be imposed as at the 1st of July of the new financial year.

COMMENT:

The Schedule of Fees and Charges are set by Council to guide staff on the recovery of costs associated with goods and services the Council provide or proposes to provide to the Community.

At the Finance & GP Committee Meeting held on Tuesday the 19th of May 2020, Councillors discussed the proposed Schedule of Fees and Charges 2020/2021 and made appropriate amendments.

Management are proposing that due to the Covid-19 pandemic the Fees and Charges are not increased for the 2020/2021 financial year apart from those bound by lease agreements to a CPI increment.

It is recommended that Council adopt the Schedule of Fees and Charges 2020/2021 as per the attached document. Adoption is also required with the Annual Budget.

CONSULTATION/COMMUNICATION:

Council Staff

STATUTORY/LEGAL IMPLICATIONS:

Local Government Act 1995

POLICY IMPLICATIONS:

Nil

FINANCIAL IMPLICATIONS:

Schedule of Fees and Charges 2020/2021
Budget 2020/2021

STRATEGIC IMPLICATIONS:

Nil

VOTING REQUIREMENTS:

Absolute Majority

OFFICERS AND COMMITTEES RECOMMENDATION

Moved: Cr. B L Kilpatrick

Seconded: Cr. B S Hegarty

The Committee Recommend:

That Council adopts the Schedule of Fees and Charges for the 2020/2021 financial year.

Carried 5/0



Schedule of Fees and Charges 2020/21

Description	GL Code	2018/19	2019/20	GST	2020/21
GENERAL PURPOSE FUNDING					
Rate Revenue					
Co-operative Bulk Handling Grain Storage Facilities -					
Charge per tonne in lieu of rates (Agreement indexed to percentage increase in rates each year)	I031040.100	\$0.0526 x 18/19 rate increase	\$0.0526 x 19/20 rate increase	N	\$0.0526 x 20/21 rate increase
Rates Instalment Administration Charge (Charge to offset additional postage & handling)	I031050.156	\$ 5.50	\$ 5.50	N	\$ 5.50
Rate Inquiry Standard (settlement agents)	I031055.156	\$ 55.00	\$ 55.00	N	\$ 55.00
Rate Inquiry Complex (settlement agents)	I031055.156	\$ 110.00	\$ 110.00	N	\$ 110.00
Electoral Roll	I031055.156	\$ 20.00	\$ 20.00	Y	\$ 20.00
Other General Purpose Funding					
Photocopies					
A4 Copies - Black & White - per side	I032025.156	\$ 0.50	\$ 0.50	Y	\$ 0.50
A4 Copies - Colour - per side	I032025.156	\$ 0.70	\$ 0.70	Y	\$ 0.70
A3 Copies - Black & White - per side	I032025.156	\$ 0.90	\$ 0.90	Y	\$ 0.90
A3 Copies - Colour - per side	I032025.156	\$ 1.50	\$ 1.50	Y	\$ 1.50
Facsimile Transmission					
Sending - 1st page	I032025.156	\$ 3.50	\$ 3.50	Y	\$ 3.50
Sending - 2nd page and thereafter	I032025.156	\$ 1.50	\$ 1.50	Y	\$ 1.50
Receiving	I032025.156	\$ 1.00	\$ 1.00	Y	\$ 1.00
Laminating					
A4	I032025.156	\$ 1.60	\$ 1.60	Y	\$ 1.60
A3	I032025.156	\$ 2.60	\$ 2.60	Y	\$ 2.60
Equipment					
PA System - Community Groups & Sporting Clubs	I032025.156	\$ 60.00	\$ 60.00	Y	\$ 60.00
PA System	I032025.156	\$ 160.00	\$ 160.00	Y	\$ 160.00
Projector and Screen	I032025.156	\$ 60.00	\$ 60.00	Y	\$ 60.00
Bond on PA System / Projector and Screen	I100070	\$ 150.00	\$ 150.00	N	\$ 150.00
Promotional Items					
Tie Pin	I032025.156	\$ -	\$ -	Y	\$ 5.00
Lapel Pins	I032025.156	\$ -	\$ -	Y	\$ 7.00
Fridge Magnets	I032025.156	\$ -	\$ -	Y	\$ 0.50
Cloth Bags	I032025.156	\$ -	\$ -	Y	\$ 3.00
Ceramic Mugs	I032025.156	\$ -	\$ -	Y	\$ 15.00
Ballpoint Pens	I032025.156	\$ -	\$ -	Y	\$ 2.00
Postcards	I032025.156	\$ -	\$ -	Y	\$ 0.50
LAW, ORDER AND PUBLIC SAFETY					
Fire Prevention					
Fire Maps					
A1	I051015.156	\$ 25.00	\$ 25.00	Y	\$ 25.00
Town Blocks - Burning Off Fees (Fees to cover insurance charge per block)	I051025.121	Cost Recovery + \$50 Insurance Cost	Cost Recovery + \$50 Insurance Cost	N	Cost Recovery + \$50 Insurance Cost
Animal Control					
Dog Impound Fees					
Daily Pound Fee	I052005.152	\$ 20.00	\$ 20.00	Y	\$ 20.00
Impound and Release Fee	I052005.152	\$ 90.00	\$ 90.00	Y	\$ 90.00
Destruction of Dog	I052005.152	\$ 55.00	\$ 55.00	Y	\$ 55.00
Dog Fines in accordance with Dog Act / Shire Local Law					
Cat Impound Fees					
Daily Pound Fee	I052006.152	\$ 20.00	\$ 20.00	Y	\$ 20.00



Schedule of Fees and Charges 2020/21

Description	GL Code	2018/19	2019/20	GST	2020/21
Impound and Release Fee	I052006.152	\$ 90.00	\$ 90.00	Y	\$ 90.00
Destruction of Cat	I052006.152	\$ 55.00	\$ 55.00	Y	\$ 55.00
Cat Fines in accordance with Cat Act / Shire Local Law					
Hire of Animal Traps					
Hire per week	I052010.156	\$ 20.00	\$ 20.00	Y	\$ 20.00
Deposit	I052010.156	\$ 50.00	\$ 50.00	N	\$ 50.00
Deposit - pensioner	I052010.156	\$ 25.00	\$ 25.00	N	\$ 25.00
Dog Registration					
Sterilised Dog - 1 year	I052015.156	\$ 20.00	\$ 20.00	Y	\$ 20.00
Sterilised Dog - 3 years	I052015.156	\$ 42.50	\$ 42.50	Y	\$ 42.50
Sterilised Dog - Lifetime	I052015.156	\$ 100.00	\$ 100.00	Y	\$ 100.00
Unsterilised Dog - 1 year	I052015.156	\$ 50.00	\$ 50.00	Y	\$ 50.00
Unsterilised Dog - 3 years	I052015.156	\$ 120.00	\$ 120.00	Y	\$ 120.00
Unsterilised Dog - Lifetime	I052015.156	\$ 250.00	\$ 250.00	Y	\$ 250.00
Pensioner	I052015.156	50% off	50% off	Y	50% off
Working Dog	I052015.156	25% off	25% off	Y	25% off
Transfer of Dog Registration	I052015.156	\$ 15.00	\$ 15.00	Y	\$ 15.00
Application to keep more than 2 dogs	I052015.156	\$ 80.00	\$ 80.00	Y	\$ 80.00
50% off fees for registration of dogs after 31 May - 1 year only					
**refund may apply to unsterilised dog becoming sterilised					
Cat Registration					
1 Year	I052016.156	\$ 20.00	\$ 20.00	Y	\$ 20.00
Registered after 31 May to 31 October	I052016.156	\$ 10.00	\$ 10.00	Y	\$ 10.00
3 Years	I052016.156	\$ 42.50	\$ 42.50	Y	\$ 42.50
Life Registration	I052016.156	\$ 100.00	\$ 100.00	Y	\$ 100.00
Breeder Registration - per breeding cat	I052016.156	\$ 100.00	\$ 100.00	Y	\$ 100.00
Pensioner	I052016.156	50% off	50% off	Y	50% off
Transfer of Cat Registration	I052016.156	\$ 15.00	\$ 15.00	Y	\$ 15.00
Dangerous/Restricted Breed Requirements					
Dangerous Dog/Restricted Breed Collar	I052020.121	\$ 40.00	\$ 50.00	Y	\$ 50.00
Dangerous Dog/Restricted Breed Sign WA on sheetmetal	I052020.121	\$ 40.00	\$ 40.00	Y	\$ 40.00

As per legislation

HEALTH

Preventative Services - Administration & Inspection

Food Premises Fees

Application for registration / notification of food premises	I074005.156	\$ 110.00	\$ 110.00	N	\$ 110.00
Review of registration / notification of food premises	I074005.156	\$ 100.00	\$ 100.00	N	\$ 100.00
Transfer of Registration Fee	I074005.156	\$ 62.00	\$ 62.00	N	\$ 62.00
Plans Assessment Fee - Small - Residential	I074005.156	\$ 78.00	\$ 78.00	N	\$ 78.00
Plans Assessment Fee	I074005.156	\$ 155.00	\$ 155.00	N	\$ 155.00
Plans Assessment Fee - Supermarkets or Premises > 2	I074005.156	\$ 240.00	\$ 240.00	N	\$ 240.00
Inspection of Premises on request	I074005.156	\$ 173.00	\$ 173.00	N	\$ 173.00
Request for copy of Condemnation Certificate	I074005.156	\$ 80.00	\$ 80.00	N	\$ 80.00
Copy of Food Sampling Results Certificate	I074005.156	\$ 27.00	\$ 27.00	N	\$ 27.00
Temporary Food Business Assessment Fee (per occasion)	I074005.156	\$ 40.00	\$ 40.00	N	\$ 40.00
Temporary Food Business Assessment Fee (annual)	I074005.156	\$ 180.00	\$ 180.00	N	\$ 180.00

Lodging House Registration Fees

Application for Registration of Lodging House < 15 lodgers	I074005.156	\$ 354.00	\$ 354.00	N	\$ 354.00
Renewal of Registration of Lodging House < 15 lodgers	I074005.156	\$ 236.00	\$ 236.00	N	\$ 236.00
Application for Registration of Lodging House 15 or more lodgers	I074005.156	\$ 506.00	\$ 506.00	N	\$ 506.00
Renewal of Registration of Lodging House 15 or more lodgers	I074005.156	\$ 338.00	\$ 338.00	N	\$ 338.00

Temporary Accommodation Approval Fees

Application for Approval to camp (Regulation 11 Caravan Parks & Camping Grounds Regulations 1997)	I074005.156	\$ 235.00	\$ 235.00	N	\$ 235.00
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Schedule of Fees and Charges 2020/21

Description	GL Code	2018/19	2019/20	GST	2020/21
General Fees					
Request for a Section 39 Liquor Certificate	I074005.156	\$ 190.00	\$ 190.00	N	\$ 190.00
Premises Plan Assessment Fee - miscellaneous	I074005.156	\$ 155.00	\$ 155.00	N	\$ 155.00
Request for Inspection of Premises - miscellaneous	I074005.156	\$ 173.00	\$ 173.00	N	\$ 173.00
Request for Premises Inspection Report	I074005.156	\$ 153.00	\$ 153.00	N	\$ 153.00
Reports to Settlement Agents	I074005.156	\$ 103.00	\$ 103.00	N	\$ 103.00
Copy of Certificate of Analysis	I074005.156	\$ 27.00	\$ 27.00	N	\$ 27.00
Itinerant Food Vans / Traders					
Application or Renewal of Itinerant Food Van / Traders Permit Fee					
Per Occasion	I074005.156	\$ 30.00	\$ 30.00	N	\$ 30.00
One Month	I074005.156	\$ 100.00	\$ 100.00	N	\$ 100.00
Twelve Months	I074005.156	\$ 600.00	\$ 600.00	N	\$ 600.00
For the first 12 months the fee is set at 50% of the stated amount as an encouragement to establish new businesses in the Shire					
Water Sampling Fee					
Chemical Swimming Pool Sample	I074005.156	\$ 14.00	\$ 14.00	N	\$ 14.00
Micro / Amoeba Swimming Pool Sample	I074005.156	\$ 34.00	\$ 34.00	N	\$ 34.00
Private Water Supply Sampling Fee	I074005.156	\$ 72.00	\$ 72.00	N	\$ 72.00
Effluent Disposal Fee					
Local Government application fee - paid to local government	I074005.156	\$ 118.00	\$ 118.00	N	\$ 118.00
When EDPH approval is required / Health Department of WA application fee:					
a) with a local government report	I074005.156	\$ 51.00	\$ 51.00	N	\$ 51.00
b) without a local government report	I074005.156	\$ 110.00	\$ 110.00	N	\$ 110.00
Local government report fee	I074005.156	\$ 118.00	\$ 118.00	N	\$ 118.00
Fee for the grant of a permit to use an apparatus	I074005.156	\$ 118.00	\$ 118.00	N	\$ 118.00
Request for re-inspection	I074005.156	\$ 123.00	\$ 123.00	N	\$ 123.00
Other Health					
Lease of Buildings/Offices/Land					
Per month increasing annually by CPI	I076010.153	\$ 349.00	\$ 354.00	Y	\$ 361.00
Wagin Medical Centre - Meeting/Consultant Room					
Professional Organisations / Bodies	I076020.153	\$ 80.00	\$ 90.00	Y	\$ 90.00
Non Profit Organisations / Bodies	I076020.153	\$ 30.00	\$ 35.00	Y	\$ 35.00

EDUCATION AND WELFARE

Pre Schools

Lease of Buildings/Offices/Land

Per month increasing annually by CPI	I083035.153	\$ 684.00	\$ 693.00	Y	\$ 706.00
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HACC Program

Support Service	Unit of Service	Level 1 Fee for each client	Level 2
Support Services Included in Fee Cap			
Domestic Assistance / Personal Care / Respite Care / Social Support / Other Food Services (meal prep at home)	Per hour	\$ 10.00	Unit Cost per hour
Social Support Group	Per occasion	\$ 8.00	Unit Cost per hour
Centre Based Day Care (excludes transport and meal)	Per occasion	\$ 8.00	Unit Cost per hour
Nursing and Allied Health	Per occasion	\$ 8.00	Unit Cost per hour
Home Maintenance	Per hour	\$ 10.00	Unit Cost per hour



Schedule of Fees and Charges 2020/21

Description	GL Code	2018/19	2019/20	GST	2020/21
Support Services Excluded from Fees Cap					
Meals delivered at home or meals received at a centre*	Per meal			\$9.00 - One Course	Full cost of meal
				\$13.00 Two Courses	
Home Modification**	Per job			\$ Variable	Unit Cost
Podiatry	Per occasion			\$ 30.00	Unit Cost
Transport***					
Centre Based Day Care or Group Bus / Vehicle Transport	Per one way trip			\$ 2.50	Unit Cost
Up to 10 kms	Per one way trip			\$ 5.00	Unit Cost
11 kms to 30 kms	Per one way trip			\$ 8.00	Unit Cost
31 kms to 60 kms	Per one way trip			\$ 10.00	Unit Cost
61 kms to 99 kms	Per one way trip			\$ 15.00	Unit Cost
Social Support					
Volunteer Home Visits				Free	Free
Telecross Telephone Support Services				Free	Free
Counselling, Support Information and Advocacy					
Advisory, advocacy				Free	Free
Counselling Support				Free	Free
Carer Support				Free	Free
Other Support					
Client Care Co-ordination				Free	Free
Provision of Information				Free	Free
Assessment and Review				Free	Free

Note

* These costs should be paid for by the client and there is no fee reduction

** A negotiated fee linked to the cost of the job will apply

*** Transport fees, kilometre ranges and aligning transport fees to income levels were reviewed and supported by a representative group of transport service providers

Status

	Level 1	Level 2
Single	\$0 - \$50,000	More than \$50,001
Couple Combined	\$0 - \$80,000	More than \$80,001
Level 1 - Fees Cap \$64 per week		
Level 2 - Fees Cap \$154 per week		

Note

Income Level 1 calculated using maximum income for full Aged Pension, Part Aged Pension and equivalent income

Income Level 2 calculated using income limit for Commonwealth Seniors' Health Card

(based on March 2013 Australian Government Age Pension maximum income rate increases)

Other Welfare

Wagin Frail Aged Lodge - Lot 310 Arnott Street

Leased by Wagin Frail Aged Management Committee From Council Land	\$	1.00	\$	1.00	Y	\$	1.00
Leased To Council by Health Department							

COMMUNITY AMENITIES

Sanitation - Household Refuse

Refuse Disposal Fees

Domestic Rubbish Service Fee (residential) 1 bin per annum	I101005.156	\$	320.00	\$	325.00	N	\$	325.00
Additional Service	I101005.156	\$	320.00	\$	325.00	N	\$	325.00
Domestic Rubbish Service Fee (residential) 240L additional charge	I101005.156	\$	20.00	\$	20.00	N	\$	20.00
Note - charges based on recovery of costs associated with the collection, recycling and disposal of refuse								



Schedule of Fees and Charges 2020/21

Description	GL Code	2018/19	2019/20	GST	2020/21
Bin Replacement Fees					
Replacement Whole Recycling / Green Bin	I101005.156	\$ 135.00	\$ 135.00	Y	\$ 135.00
Replacement Recycling / Green Bin Lid	I101005.156	\$ 25.00	\$ 25.00	Y	\$ 25.00
Replacement Bin Wheels	I101005.156	\$ 25.00	\$ 25.00	Y	\$ 25.00
Refuse Site Fees					
1 x 120L or 240L Mobile Garbage Bin (and units 240L thereafter)	I102020.156	\$ 6.00	\$ 6.00	Y	\$ 6.00
Car Boot Load	I102020.156	\$ 6.00	\$ 6.00	Y	\$ 6.00
Station Wagon Boot Load	I102020.156	\$ 12.00	\$ 12.00	Y	\$ 12.00
Van / Utility / Trailer (not exceeding 1.8m x 2.2m)	I102020.156	\$ 16.00	\$ 16.00	Y	\$ 16.00
Truck (per tonne)	I102020.156	\$ 20.00	\$ 20.00	Y	\$ 20.00
Bulk Bin (per m3)	I102020.156	\$ 15.00	\$ 15.00	Y	\$ 15.00
Car Body (if placed in recyclable area)	I102020.156	\$ -	\$ -		\$ -
Truck Body / Large Equipment (if placed in recyclable area)	I102020.156	\$ -	\$ -		\$ -
White Goods (if placed in recyclable area)	I102020.156	\$ -	\$ -		\$ -
Computers / Televisions / Paint tins / Plastic Car parts / Gas Bottles	I102020.156	\$ 2.00	\$ 2.00	Y	\$ 2.00
Asbestos (\$200/m3 or part thereof)	I102020.156	\$ 200.00	\$ 200.00	Y	\$ 200.00
Batteries (car, truck etc)	I102020.156	\$ -	\$ -		\$ -
Untaminated sorted scrap metal	I102020.156	\$ -	\$ -		\$ -
Untaminated timber	I102020.156	\$ -	\$ -		\$ -
Untaminated green waste	I102020.156	\$ -	\$ -		\$ -
Clean fill	I102020.156	\$ -	\$ -		\$ -
Septage - Resident per litre	I102020.156	\$ 0.04	\$ 0.04	Y	\$ 0.04
Septage - Non Resident per litre	I102020.156	\$ 0.07	\$ 0.07	Y	\$ 0.07
10L Waste Oil (to be disposed in the Oil Recycling Facility) (and units of 10L thereafter)	I102020.156	\$ 6.00	\$ 6.00	Y	\$ 6.00
Separated Recyclables	I102020.156	\$ -	\$ -		\$ -
Drummuster washed containers	I102020.156	\$ -	\$ -		\$ -
Non-Drummuster chemical containers	I102020.156	\$ 2.00	\$ 2.00	Y	\$ 2.00
Cardboard - separated per 1100L or part thereof	I102020.156	\$ 37.00	\$ 37.00	Y	\$ 37.00
Annual Refuse Site Pass	I102020.156	\$ 37.00	\$ 37.00	Y	\$ 37.00
Dumping of cardboard in refuse site - penalty	I102020.156	\$ 110.00	\$ 110.00	N	\$ 110.00

Sanitation - Other

Refuse Disposal Fees

Commercial / Industrial Refuse (per annum service)	I102002.156	\$ 320.00	\$ 320.00	N	\$ 320.00
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Town Planning & Regional Development

1. Determining a development application (other than for an extractive industry) where the development had not commenced or been carried out and the estimated cost of the development is -

a) not more than \$50,000	I106005.156				\$ 147.00
b) more than \$50,000 but not more than \$500,000					0.32% of the estimated cost of development
c) more than \$500,000 but not more than \$2.5 million					\$1,700 + 0.257% for every \$1 in excess of \$7,161 + 0.206% for every \$1 in excess of \$2.5
d) more than \$2.5 million but not more than \$5 million					\$12,633 + 0.123% for every \$1 in excess of \$5
e) more than \$5 million but not more than \$21.5 million					\$ 34,196
f) more than \$21.5 million					The fee in Item 1 plus, by way of penalty, twice that fee
2. Determining a development application (other than for an extractive industry) where the development has commenced or been carried out					
3. Determining a development application for an extractive industry where the development has <u>not</u> commenced or been carried out					\$ 739.00
4. Determining a development application for an extractive industry where the development has commenced or been carried out					The fee in Item 3 plus, by way of penalty, twice that fee
5A. Determining an application to ammend or cancel development approval					\$ 295.00

Schedule of Fees and Charges 2020/21

Description	GL Code	2018/19	2019/20	GST	2020/21
5. Providing a subdivision clearance for -					
a) not more than 5 lots (per lot)					\$ 73.00
b) more than 5 lots but not more than 195 lots					\$73 per lot for the first 5 lots then \$35 per lot
c) more than 195 lots					\$ 7,393.00
6. Determining an initial application for approval of a home occupation or home business where the home occupation or home business has <u>not</u> commenced					\$ 222.00
7. Determining an initial application for approval of a home occupation or home business where the home occupation or home business has commenced					The fee in Item 6 plus, by way of penalty, twice that fee
8. Determining an application for the renewal of an approval of a home occupation or home business where the application is made before the approval expires					\$ 73.00
9. Determining an application for the renewal of an approval of a home occupation or home business where the application is made after the approval has expired					The fee in Item 8 plus, by way of penalty, twice that fee
10. Determining the application for a change of use or for an alteration or extension or change of a non-conforming use to which item 1 does not apply, where the change or the alteration, extension or change has <u>not</u> commenced or been carried out					\$ 295.00
11. Determining the application for a change of use or for an alteration or extension or change of a non-conforming use to which item 2 does not apply, where the change or the alteration, extension or change has commenced or been carried out					The fee in Item 10 plus, by way of penalty, twice that fee
12. Public advertising of development applications, scheme amendments, Structure Plans, Activity Centre Plans or Development Plans					Cost plus 10% administration fee plus 10% GST
13. Providing a zoning certificate					\$ 73.00
14. Replying to a property settlement questionnaire					\$ 73.00
15. Providing written planning advice					\$ 73.00
16. Scheme Amendments					
a) upon lodgement of the Scheme Amendment request with the local government					\$1,350 plus 10% GST
b) following initiation of Scheme Amendment by the local government and prior to referral to the EPA for environmental clearance					\$1,350 plus 10% GST
17. Structure Plans, Activity Centre Plans or Development Plans					
a) upon lodgement of the Structure Plan, Activity Centre Plan or Development Plan with the local government					\$1,350 plus 10% GST
b) following adoption of the Structure Plan, Activity Centre Plan or Development Plan by the local government and prior to public advertising					\$1,350 plus 10% GST

In accordance with state planning fees

Other Community Amenities

Cemetery Fees

Interment

Burial Fee - Interment in grave 2.1m deep	I107005.156	\$ 850.00	\$ 950.00	Y	\$ 950.00
Placement of Ashes in an existing grave	I107005.156	\$ 120.00	\$ 140.00	Y	\$ 140.00
Additional depth of 0.3m	I107005.156	\$ 300.00	\$ 310.00	Y	\$ 310.00
Interment without due notice - additional charge	I107005.156	\$ 250.00	\$ 260.00	Y	\$ 260.00
Interment on weekends or public holidays - additional charge	I107005.156	\$ 400.00	\$ 420.00	Y	\$ 420.00
Interment not in usual hours - additional charge	I107005.156	\$ 200.00	\$ 210.00	Y	\$ 210.00

Land for Burial (additional burial fees)

A Grant of Right of Burial issued for each lot

2.4m x 1.2m x 2.1m

Pre-need (reserved in advance maximum period 10 years)	I107005.156	\$ 175.00	\$ 180.00	Y	\$ 180.00
Renewable (subject to any increased charges)	I107005.156	\$ 185.00	\$ 190.00	Y	\$ 190.00

Re-opening



Schedule of Fees and Charges 2020/21

Description	GL Code	2018/19	2019/20	GST	2020/21
Interment	I107005.156	\$ 850.00	\$ 950.00	Y	\$ 950.00
Exhumation	I107005.156	\$ 1,500.00	\$ 1,600.00	Y	\$ 1,600.00
Re-burial after exhumation	I107005.156	\$ 500.00	\$ 600.00	Y	\$ 600.00
Disposal of Ashes					
Brick Niche Single (plus cost of plaque and fixing)	I107005.156	\$ 120.00	\$ 125.00	Y	\$ 125.00
Brick Niche Double (plus cost of plaque and fixing)	I107005.156	\$ 150.00	\$ 155.00	Y	\$ 155.00
Single Niche Wall Reservation	I107005.156	\$ 85.00	\$ 88.00	Y	\$ 88.00
Double Niche Wall Reservation	I107005.156	\$ 110.00	\$ 115.00	Y	\$ 115.00
Miscellaneous Charges					
Permission to erect headstone	I107005.156	\$ 65.00	\$ 65.00	Y	\$ 65.00
Permission to erect monument	I107005.156	\$ 65.00	\$ 65.00	Y	\$ 65.00
Erect a name plate	I107005.156	\$ 65.00	\$ 65.00	Y	\$ 65.00
Copy of right of burial	I107005.156	\$ 40.00	\$ 40.00	Y	\$ 40.00
Grave Number plate	I107005.156	\$ 40.00	\$ 40.00	Y	\$ 40.00
Licenses					
Funeral Directors Annual License	I107005.156	\$ 220.00	\$ 220.00	Y	\$ 220.00
Single Funeral Permit	I107005.156	\$ 100.00	\$ 100.00	Y	\$ 100.00
Monumental Masons Annual License	I107005.156	\$ 200.00	\$ 200.00	Y	\$ 200.00
Single Monumental Masons Permit	I107005.156	\$ 80.00	\$ 80.00	Y	\$ 80.00
Community Bus Hire					
Deposit	I100015	\$ 150.00	\$ 150.00	N	\$ 150.00
Rate per kilometre	I107010.156	\$ 0.70	\$ 0.70	Y	\$ 0.70
Hirer to refill fuel tank upon return					

RECREATION AND CULTURE

Public Halls & Civic Centres

Town Hall

Commercial Functions < 3 hours	I111005.153	\$ 150.00	\$ 155.00	Y	\$ 155.00
Non Commercial Functions < 3 hours	I111005.153	\$ 100.00	\$ 105.00	Y	\$ 105.00
Commercial Functions > 3 hours	I111005.153	\$ 250.00	\$ 260.00	Y	\$ 260.00
Non Commercial Functions > 3 hours	I111005.153	\$ 200.00	\$ 210.00	Y	\$ 210.00
Non Profit & Charitable Organisations	I111005.153	50% Commercial	50% Commercial	Y	50% Commercial
Education Department	I111005.153	\$ -	\$ -	Y	\$ -
Rehearsal	I111005.153	\$ 30.00	\$ 30.00	Y	\$ 30.00
Bond	I100010	\$ 300.00	\$ 300.00	N	\$ 300.00

Lesser Hall

Commercial Functions < 3 hours	I111005.153	\$ 90.00	\$ 95.00	Y	\$ 95.00
Non Commercial Functions < 3 hours	I111005.153	\$ 60.00	\$ 65.00	Y	\$ 65.00
Commercial Functions > 3 hours	I111005.153	\$ 150.00	\$ 160.00	Y	\$ 160.00
Non Commercial Functions > 3 hours	I111005.153	\$ 100.00	\$ 105.00	Y	\$ 105.00
Non Profit & Charitable Organisations	I111005.153	50% Commercial	50% Commercial	Y	50% Commercial
Bond	I100010	\$ 300.00	\$ 300.00	N	\$ 300.00

Town Hall Kitchen

Kitchen Use Only	I111005.153	\$ 60.00	\$ 60.00	Y	\$ 60.00
Non Profit & Charitable Organisations	I111005.153	50% Commercial	50% Commercial	Y	50% Commercial
Rotary Club Rooms (Charge per Meeting)	I111005.153	\$ 40.00	\$ 40.00	Y	\$ 40.00
Hire of Trestles (per Trestle)	I111005.153	\$ 10.00	\$ 10.00	Y	\$ 10.00
Hire of Chairs (per Chair)	I111005.153	\$ 0.60	\$ 0.60	Y	\$ 0.60
Bond on Trestles/Chairs (per Hire)	I100010	\$ 100.00	\$ 100.00	N	\$ 100.00

Lease of Buildings/Offices/Land

Per month increasing annually by CPI	I111015.153	\$ 386.00	\$ 391.00	Y	\$ 399.00
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Swimming Pools

Single Entrance Fees

Adult	I112010.157	\$ 4.00	\$ 4.00	Y	\$ 4.00
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Schedule of Fees and Charges 2020/21

Description	GL Code	2018/19	2019/20	GST	2020/21
Children (5-7 years) / Pensioner / Concession	I112010.157	\$ 4.00	\$ 4.00	Y	\$ 4.00
Spectators - Adult	I112010.157	\$ 1.00	\$ 1.00	Y	\$ 1.00
Children Participating in activities run by Education Department	I112010.157	\$ 2.50	\$ 2.50	Y	\$ 2.50
Family	I112010.157	\$ 14.00	\$ 14.00	Y	\$ 14.00
Seasonal Fees					
Family	I112010.157	\$ 350.00	\$ 350.00	Y	\$ 350.00
Individual - Adults and Children	I112010.157	\$ 150.00	\$ 150.00	Y	\$ 150.00
Pensioners	I112010.157	\$ 95.00	\$ 95.00	Y	\$ 95.00
Half Season Fees - Start of Season to 31/12/2018					
Family	I112010.157	\$ 230.00	\$ 230.00	Y	\$ 230.00
Individual - Adults and Children	I112010.157	\$ 100.00	\$ 100.00	Y	\$ 100.00
Pensioners	I112010.157	\$ 67.00	\$ 67.00	Y	\$ 67.00
Half Season Fees - 01/01/2019 to End of Season					
Family	I112010.157	\$ 230.00	\$ 230.00	Y	\$ 230.00
Individual - Adults and Children	I112010.157	\$ 100.00	\$ 100.00	Y	\$ 100.00
Pensioners	I112010.157	\$ 67.00	\$ 67.00	Y	\$ 67.00
Other Recreation & Sport					
Ground & Recreation Centre Usage Fees for Club					
Wagin Cricket Club	I113005.153	\$ 1,137.00	\$ 1,152.00	Y	\$ 1,152.00
Wagin Football Club	I113005.153	\$ 2,548.00	\$ 2,581.00	Y	\$ 2,581.00
Wagin Hockey Club	I113005.153	\$ 1,137.00	\$ 1,152.00	Y	\$ 1,152.00
Wagin Swimming Club	I113005.153	\$ 1,529.00	\$ 1,549.00	Y	\$ 1,549.00
Wagin Trotting Club	I113005.153	\$ 2,140.00	\$ 2,168.00	Y	\$ 2,168.00
Other					
Luncheon Booth (Casual Hire Fees)	I113005.153	\$ 60.00	\$ 60.00	Y	\$ 60.00
Lease with Wesfarmers Pty Ltd	I113005.153	\$ 22.00	\$ 22.00	Y	\$ 22.00
Circus (per day including utilities and ablutions)	I113005.153	\$ 330.00	\$ 330.00	Y	\$ 330.00
Wagin Recreation Centre (Casual Hire)					
Public Lounge / Members Lounge Area					
Commercial Functions < 3 hours	I113020.153	\$ 150.00	\$ 155.00	Y	\$ 155.00
Non Commercial Functions < 3 hours	I113020.153	\$ 100.00	\$ 105.00	Y	\$ 105.00
Commercial Functions > 3 hours	I113020.153	\$ 250.00	\$ 260.00	Y	\$ 260.00
Non Commercial Functions > 3 hours	I113020.153	\$ 200.00	\$ 210.00	Y	\$ 210.00
Non Profit & Charitable Organisations	I113020.153	50% Commercial	50% Commercial	Y	50% Commercial
Bond	I100020	\$ 300.00	\$ 300.00	N	\$ 300.00
Kitchen Hire (Only)	I113020.153	\$ 70.00	\$ 70.00	Y	\$ 70.00
Non Profit & Charitable Organisations	I113020.153	50% Commercial	50% Commercial	Y	50% Commercial
Recreation Centre Fees					
Entrance Fees					
Adult Entry	I113020.153	\$ 3.00	\$ 3.00	Y	\$ 3.00
Junior Entry	I113020.153	\$ 2.00	\$ 2.00	Y	\$ 2.00
Concessions Entry	I113020.153	\$ 2.00	\$ 2.00	Y	\$ 2.00
Training Fees					
Adult	I113020.153	\$ 2.00	\$ 2.00	Y	\$ 2.00
Junior	I113020.153	\$ 1.00	\$ 1.00	Y	\$ 1.00
Concession	I113020.153	\$ 1.00	\$ 1.00	Y	\$ 1.00
Spectator	I113020.153	\$ -	\$ -	Y	\$ -
Lease of Reserves to Sporting Clubs					
Great Southern Go Kart Club (Location 15269)	I113035.156	\$ 11.00	\$ 11.00	Y	\$ 11.00
Wagin Golf Club (Reserve # 30444)	I113035.156	\$ 11.00	\$ 11.00	Y	\$ 11.00
Wagin Gun Club (Reserve # 30734)	I113035.156	\$ 11.00	\$ 11.00	Y	\$ 11.00
Wagin Riding Club	I113035.156	\$ 11.00	\$ 11.00	Y	\$ 11.00
Wagin Tennis Club (Reserve # 11339 & Lot 921)	I113035.156	\$ 11.00	\$ 11.00	Y	\$ 11.00

Schedule of Fees and Charges 2020/21

Description	GL Code	2018/19	2019/20	GST	2020/21
Eric Farrow Pavilion					
Whole Complex					
Commercial	I113055.153	\$ 330.00	\$ 340.00	Y	\$ 340.00
Non Commercial	I113055.153	\$ 260.00	\$ 270.00	Y	\$ 270.00
Non Profit & Charitable Organisations	I113055.153	50% Commercial	50% Commercial	Y	50% Commercial
Bond	I100020	\$ 300.00	\$ 300.00	N	\$ 300.00
Large Function Area (including Bar)					
Commercial Functions < 3 hours	I113055.153	\$ 170.00	\$ 175.00	Y	\$ 175.00
Non Commercial Functions < 3 hours	I113055.153	\$ 130.00	\$ 135.00	Y	\$ 135.00
Commercial Functions > 3 hours	I113055.153	\$ 280.00	\$ 290.00	Y	\$ 290.00
Non Commercial Functions > 3 hours	I113055.153	\$ 240.00	\$ 250.00	Y	\$ 250.00
Non Profit & Charitable Organisations	I113055.153	50% Commercial	50% Commercial	Y	50% Commercial
Bond	I100020	\$ 300.00	\$ 300.00	N	\$ 300.00
Small Function Area (including Bar)					
Commercial Functions < 3 hours	I113055.153	\$ 140.00	\$ 145.00	Y	\$ 145.00
Non Commercial Functions < 3 hours	I113055.153	\$ 90.00	\$ 95.00	Y	\$ 95.00
Commercial Functions > 3 hours	I113055.153	\$ 210.00	\$ 220.00	Y	\$ 220.00
Non Commercial Functions > 3 hours	I113055.153	\$ 170.00	\$ 175.00	Y	\$ 175.00
Non Profit & Charitable Organisations	I113055.153	50% Commercial	50% Commercial	Y	50% Commercial
Bond	I100020	\$ 300.00	\$ 300.00	N	\$ 300.00
Other					
Setup and cleaning costs (per hour)	As per hire code	\$ 40.00	\$ 40.00	Y	\$ 40.00
Community Gym					
One Month Membership (only valid as a once off)	I113065.153	\$ 25.00	\$ 25.00	Y	\$ 25.00
Six Month Membership	I113065.153	\$ 100.00	\$ 100.00	Y	\$ 100.00
Annual Membership	I113065.153	\$ 160.00	\$ 160.00	Y	\$ 160.00
Pensioner/Senior/Student Six Month Membership	I113065.153	\$ 65.00	\$ 65.00	Y	\$ 65.00
Pensioner/Senior/Student Annual Month Membership	I113065.153	\$ 110.00	\$ 110.00	Y	\$ 110.00
Key Bond (Refundable)	I100035	\$ 30.00	\$ 30.00	N	\$ 30.00
Replacement Key	I113065.121	\$ 50.00	\$ 50.00	Y	\$ 50.00
TRANSPORT					
Aerodromes					
Lease of Buildings/Offices/Land					
Per annum increasing annually by CPI	I126020.153	\$ 408.00	\$ 413.00	Y	\$ 421.00
Per annum increasing annually by CPI	I126020.153	\$ 408.00	\$ 413.00	Y	\$ 421.00
Per annum	I126020.153	\$ 7,800.00	\$ 7,900.00	Y	\$ 7,900.00
ECONOMIC SERVICES					
Tourism & Area Promotion					
Caravans (2 Persons)					
Permanent after 3 months continuous stay (per week)	I132005.153	\$ 100.00	\$ 100.00	Y	\$ 100.00
per Week	I132005.153	\$ 110.00	\$ 110.00	Y	\$ 110.00
per Night	I132005.153	\$ 22.00	\$ 22.00	Y	\$ 22.00
Additional Person per Night	I132005.153	\$ 3.00	\$ 3.00	Y	\$ 3.00
Tent Sites (2 Persons)					
per Week	I132005.153	\$ 84.00	\$ 84.00	Y	\$ 84.00
per Night	I132005.153	\$ 16.00	\$ 16.00	Y	\$ 16.00
Additional Person per Night	I132005.153	\$ 3.00	\$ 3.00	Y	\$ 3.00
Caravan Park RV Area					
per Week - no power or water	I132005.153	\$ 80.00	\$ 80.00	Y	\$ 80.00
per Night - no power or water	I132005.153	\$ 15.00	\$ 15.00	Y	\$ 15.00
Ablutions use only	I132005.153	\$ 3.00	\$ 3.00	Y	\$ 3.00



Schedule of Fees and Charges 2020/21

Description	GL Code	2018/19	2019/20	GST	2020/21
RV Area					
Per Van per Night - no power or water	I132015.153	\$ 6.00	\$ -	Y	\$ -
Per Van per Night - power and water	I132015.153	\$ 12.00	\$ 10.00	Y	\$ 10.00
Building Control					
Building Fees					
<u>Shire</u>					
<i>Class 1 (House), Class 10 (Shed, Patio, Pool)</i>					
Certified Application - 0.19% Cost of Construction Fee - Minimum Fee	I133005.151	\$ 97.70	\$ 105.00	Y	\$ 105.00
Uncertified Application - 0.32% Cost of Construction Fee - Minimum Fee	I133005.151	\$ 97.70	\$ 105.00	Y	\$ 105.00
<i>Class 2 - 9 (Commercial)</i>					
Certified Application - 0.09% Cost of Construction Fee - Minimum Fee	I133005.151	\$ 97.70	\$ 105.00	Y	\$ 105.00
Uncertified Application - 0.32% Cost of Construction Fee - Minimum Fee	I133005.151	\$ 97.70	\$ 105.00	Y	\$ 105.00
Occupancy Permit for Completed Building (Commercial) - Minimum Fee	I133005.151	\$ 97.70	\$ 105.00	Y	\$ 105.00
Demolition Permit - Minimum Fee	I133005.151	\$ 97.70	\$ 105.00	Y	\$ 105.00
Application to Extend a Building Permit/Demolition Permit - Minimum Fee	I133005.151	\$ 97.70	\$ 105.00	Y	\$ 105.00
Building Approval Applications for Unauthorised Work - 0.38% of Work Value - Minimum Fee	I133005.151	\$ 97.70	\$ 105.00	Y	\$ 105.00
Septic Tank Application	I133005.151	\$ 236.00	\$ 236.00	N	\$ 236.00
Local Government Report on a Septic System	I133005.151	\$ 56.00	\$ 56.00	N	\$ 56.00
<u>Building Services Levy (BSL)</u>					
Over \$45,000 Cost of Construction - 0.137% of Work Value					
Under \$45,000 Cost of Construction - Minimum Fee	I133005.151	\$ 61.65	\$ 61.65	N	\$ 61.65
Demolition Permit - 0.137% of Work Value - Minimum Fee	I133005.151	\$ 61.65	\$ 61.65	N	\$ 61.65
Occupancy Permit or Building Approval Certificate - Minimum Fee	I133005.151	\$ 61.65	\$ 61.65	N	\$ 61.65
Occupancy Permit or Building Approval Certificate for Unauthorised Work - Minimum Fee	I133005.151	\$ 61.65	\$ 61.65	N	\$ 61.65
<u>Construction Training Fund (CTF formally BCITF)</u>					
Over \$20,000 Cost of Construction - 0.2% Cost of Construction					
Under \$20,000 Cost of Construction - no fee					
All Building Fees in accordance with Building Regulations 2012					
Swimming Pool Inspection Fees					
Private Swimming Pool Inspection Fee	I133010.156	\$ 60.00	\$ 60.00	Y	\$ 60.00
Other Economic Services					
Standpipe Fees					
Charge per kilolitre: Commercial Use - Ballagin Street (Sportsground)	I134005.156	\$ 2.60	\$ 9.00	N	\$ 9.00
Charge per kilolitre: Commercial Use - All Other Shire Standpipes	I134005.156	\$ 2.60	\$ 2.60	N	\$ 2.60
Vernon Street Desalination Tanks - Charge per kilolitre	I134005.156	\$ 0.50	\$ 0.50	N	\$ 0.50
Administration fee per invoice	I134005.156	\$ 5.50	\$ 5.50	Y	\$ 5.50
Commercial use	I134005.156	At Cost	\$ -	N	\$ -
OTHER PROPERTY AND SERVICES					
Private Works					
Plant Hire Fees					
Grader	I141005.156	\$ 190.00	\$ 190.00	Y	\$ 190.00
Loader / Backhoe	I141005.156	\$ 160.00	\$ 160.00	Y	\$ 160.00
Front End Loader	I141005.156	\$ 190.00	\$ 190.00	Y	\$ 190.00
Vibrating Roller	I141005.156	\$ 132.00	\$ 132.00	Y	\$ 132.00
Multi Wheel Roller	I141005.156	\$ 135.00	\$ 135.00	Y	\$ 135.00
Truck (Large)	I141005.156	\$ 150.00	\$ 150.00	Y	\$ 150.00
Truck (Small)	I141005.156	\$ 120.00	\$ 120.00	Y	\$ 120.00
Tractor	I141005.156	\$ 135.00	\$ 135.00	Y	\$ 135.00
Tractor Mower	I141005.156	\$ 120.00	\$ 120.00	Y	\$ 120.00
Bobcat	I141005.156	\$ 130.00	\$ 130.00	Y	\$ 130.00
Ride on Mower	I141005.156	\$ 120.00	\$ 120.00	Y	\$ 120.00



Schedule of Fees and Charges 2020/21

Description	GL Code	2018/19	2019/20	GST	2020/21
Sundry Minor Plant	I141005.156	\$ 120.00	\$ 120.00	Y	\$ 120.00
Labour Only	I141005.156	\$ 55.00	\$ 55.00	Y	\$ 55.00
Works Manager Labour	I141005.156	\$ 85.00	\$ 85.00	Y	\$ 85.00
All Plant hired to be operated by Council Staff (excludes Community Bus)					
Minor Plant - not to be hired out unless approved by CEO					
Materials					
Sand/Gravel per m3	I141005.156	\$ 35.00	\$ 35.00	Y	\$ 35.00
Blue Metal Dust per m3	I141005.156	Cost + 15%	Cost + 15%	Y	Cost + 15%
Blue Metal per m3	I141005.156	Cost + 15%	Cost + 15%	Y	Cost + 15%

10.1.2 URGENT BUSINESS

Practical Assistance for Local Governments to respond during a State of Emergency

The local Government Minister, Hon David Templeman, has approved regulation amendments dealing with access to funding, procurement and Long Service Leave Regulations.

The Committee noted the changes Regulation 18 pertaining to Reserve Account funds, Regulation 20 regarding borrowing funds and the new regulations with staff Long Service Leave.

They also acknowledged the increase to tender thresholds to \$250,000 and other exemptions to the tender process, contract renewal and extension and purchasing of goods and services from Aboriginal businesses, however they did not see it necessary to make these changes in Council's Purchasing and Tender Guide Policy.

Rating Increase 2020/2021

Management sought some pre-budget direction from the Committee around the likely Shire rate increase for the 2020/2021 financial year.

To achieve a zero rate increase the rates raised in the coming financial year will be the same amount of rates raised in the current 2019/2020 year. However, it was explained that due to mandated valuation reviews by the Valuer General's Office that some rate payers will still see an increase in rates and some will see a decrease.

There is significant pressure, due to the COVID-19 pandemic, to adopt a zero percent increase in rates. The Committee was advised that the Shire was in a good position to wear a zero percent increase as it looks like 2019/2020 will be a good year financially and there will be a reasonable surplus. It was also mentioned that there will be some savings due to the current fuel prices that impacts on a lot of Council expenditure through the works program.

Staff will commence preparation of the 2020/2021 Council Budget factoring in a zero percent rate increase, however Council can change this anytime throughout the Budget process.

10.1.3 CLOSURE

There being no further business the Chairperson thanked those in attendance and closed the meeting at 8.37pm.

10.1.1.1 COVID 19 – FINANCIAL HARDSHIP POLICY

COMMITTEES RECOMMENDATION

Moved: Cr

Seconded: Cr.

That due to the unavailability of WALGA’s Financial Hardship Assessment guidelines and time constraints that this item be referred to the May Ordinary Meeting of Council.

Carried

10.1.1.2 TEMPORARY EMPLOYMENT OR APPOINTMENT OF ACTING CHIEF EXECUTIVE OFFICER POLICY

The Administration Policy 22 Temporary Employment or Appointment of Acting Chief Executive Officer considered by the Finance and General Purposes Committee and recommended to Council was incorrect.

The following highlighted section in the policy presented to the Committee is not in accordance with the Local Government Act as the Shire President **is not** authorised to appoint an Acting CEO, it must be done by Council.

In the event of unplanned absences (e.g. Sick or Personal Leave) of greater than 5 days, The Shire President is authorised to appoint a Senior Employee to the role of Acting CEO until the CEO can resume duties. Appointment to the role of Acting CEO must be made in writing by the Shire President

This has been corrected in the new policy over the page and we now request Council adopt this new version of Administration policy 22.

Policy Type:	Administration
Date Adopted:	

Policy No:	22
Date Last Reviewed:	

Legal (Parent): 1. Local Government Act 1995
--

Legal (Subsidiary):

Delegation of Authority Applicable
No

Delegation No.

ADOPTED POLICY	
Title:	22. TEMPORARY EMPLOYMENT OR APPOINTMENT OF ACTING CHIEF EXECUTIVE OFFICER (CEO)
Objective:	To provide clear guidance on the provisions that apply to the appointment of a person as Acting Chief Executive Officer (A/CEO) for the period of less than one year; and in periods of extended leave or absences appoint a person to perform the duties of the Chief Executive Officer.
Policy Statement:	<p>Policy Statement</p> <p>Section 5.36 of the <i>Local Government Act 1995</i> requires that local government is to employ a CEO and such other persons as the Council believes are necessary to enable the function of the local government and the functions of Council to be performed.</p> <p>Section 5.39 of the Act (amended in July 2019) requires the Shire to have a policy on the temporary employment of a CEO. On the basis, where a CEO is to be externally recruited for periods of less than one year, Council approval shall be required for the recruitment process and the appointment of any recommended candidate.</p> <p>In accordance with Section 5.36(2) & 5.37(1) of <i>the Local Government Act 1995</i>, all Senior Employees employed by the Shire are considered to be suitably qualified to act in the position of Chief Executive Officer and the Deputy Chief Executive Officer is designated as a Senior Employee for the purposes of the Act.</p> <p>Procedures</p> <p><u>Appointment of Acting CEO for period of less than one year</u></p> <p>Where an Acting CEO is to be externally recruited, Council approval shall be required for the recruitment process and the appointment of any recommended candidate as per Shire's Administration Policy #1.</p> <p><u>Appointment of Senior Employee as Acting CEO, in the event of extended absences by current CEO</u></p> <p>In the event of planned absences (e.g. Annual or Long Service Leave) of greater than 5 days an appointment of an Acting CEO is made through a Council Resolution.</p> <p>In the event of unplanned absences (e.g. Sick or Personal Leave) of greater than 5 days, Council will be required to hold a Special Council Meeting where the DCEO or other designated Senior Employee will be appointed by Council Resolution.</p>

	<p>Appointment to the role of Acting CEO must be confirmed in writing and requires an absolute majority vote.</p> <p>In all the circumstances outlined above any Senior Employee who is appointed Acting CEO will receive the same salary (cash component) as the CEO's current salary whilst acting in this position.</p> <p>Forms and Templates</p> <p>Nil</p>
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OFFICERS RECOMMENDATION

Moved: Cr.

Seconded: Cr.

That Administration Policy 22 – Temporary Employment or Appointment of Acting CEO be adopted

Carried

10.1.1.3 ATTENDANCE AT EVENTS POLICY

COMMITTEES RECOMMENDATION

Moved: Cr.

Seconded:

That Administration Policy 23 – Attendance at Events be adopted.

Carried

10.1.1.4 SCHEDULE OF FEES AND CHARGES 2020/2021

COMMITTEES RECOMMENDATION

Moved: Cr.

Seconded: Cr.

That Council adopts the Schedule of Fees and Charges for the 2020/2021 financial year.

Carried

**10.2 TOURISM AND PROMOTION ADVISORY COMMITTEE MEETING
MAY 2020**

OPENING: The Chairman declared the meeting open at 5.11 pm

ATTENDANCE: Cr S M Chilcott Chairperson
Cr G K B West Member
Tim Quartermaine Rotary
Darren Spencer WAGS
Fiona Dawson Community Member

STAFF: William T Atkinson Acting CEO
Brian A Roderick Deputy CEO

APOLOGIES: Cassandra Brennan Community Member
Alep Mydie Community Member
Cherrie Toovey Community Member
Norm Chilcott Community Member

PUBLIC FORUM

DISCLOSURE OF INTEREST

CONFIRMATION OF PREVIOUS MEETING MINUTES

COMMITTEES RECOMMENDATION

Moved: Cr G K B West

Seconded: Mr N Chilcott

That the minutes of the Tourism and Promotion Advisory Committee Meeting held 20th February 2020 be confirmed as true and accurate.

Carried 5/0

BUSINESS ARISING

- 6.1 Town Entry Statements

CORRESPONDENCE AND REPORTS

- Reinstatement of Wait-Jen Trail as a Functional Tourist Attraction
- Illumination of Wagin Giant Ram
- Tourism Ideas Forum

GENERAL BUSINESS

CLOSURE

10.2.1 BUSINESS ARISING

6.1 Town Entry Statements

Staff have been in contact with Ray Ford from Katanning as he was the contractor who created the original signs/statements. He advised that firstly the signs should be washed down and scrubbed with Truck Wash, which staff have done. Picture below of the entry statement after washing down.

We are now waiting on Ray to come through Wagin to assess the other elements of each statement to see what work he has to carry out.

As a part of Townscape, our gardening staff are keen to create some sort of garden/horticultural feature for each entry statement after the restoration works have been completed.



Tourism Brochure

New brochures will need to be designed and developed, they would need to be in place before the next Caravan and Camping Show. The Shire still has some 6,000 of the old-style brochures. It was requested that most of the existing brochures could be distributed in the following ways:

- Send to the City of Goulburn-Mulwaree, Council's Sister City, for distribution.
- Send to other central tourism points around Australia for distribution.
- Keep some to distribute locally.

Tourism Video

The Committee wanted an update on the tourism video, whilst there are some good points to the video, the Committee would like to see the content improved with other footage shot to include and feature more people and businesses in town.

The Committee requested staff to get in touch with Frank Carrol, tourism video developer, to see if the video can be improved with other relevant footage and invite him to attend the next meeting of the Tourism Committee (vis video link) to discuss.

10.2.2 CORRESPONDENCE AND REPORTS

10.2.2.1 REINSTATEMENT OF *WAIT-JEN TRAIL* AS A FUNCTIONAL TOURIST ATTRACTION

PROPONENT:	Mr Dennis Bishop
OWNER:	Shire of Wagin
LOCATION/ADDRESS:	Shire
AUTHOR OF REPORT:	Acting Chief Executive Officer
SENIOR OFFICER:	Acting Chief Executive Officer
DATE OF REPORT:	14 th May 2020
PREVIOUS REPORT(S):	Nil
DISCLOSURE OF INTEREST:	Nil
FILE REFERENCE:	
ATTACHMENTS:	Wait-jen-Trail Map and Information

BRIEF SUMMARY:

This report recommends that an assessment be made of the condition of the *Wait-Jen Trail* with a view to restoring it to a safe and functional condition.

BACKGROUND/COMMENT

The *Wait – Jen Trail* began as part of a Landcare project in 1998 and was constructed in 2002/03 by a group of local Noongar people. (refer to attached brochure). Oversight and promotion of the trail was undertaken by the *Friends of Wagin Lake* Group which had a membership of approximately 250 people. Administration functions were carried out by the Wagin Woodanilling Landcare Zone.

Over time, the *Friends of Wagin Lake* Group atrophied, and membership details stored on a redundant computer became inaccessible. The floods of 2017 resulted in damage to the walk trail and some infrastructure, to the point where confidence no longer exists that the trail is safe or fit for purpose as an eco- tourism walk trail any longer.

The *Wait – Jen Trail* has however continued to be promoted as one of Wagin’s prominent tourist attractions and has significant potential to draw on the growing eco-tourism cohort. A decision however needs to be made on its future.

In determining this, the following matters need to be considered:

- Assessment of the current condition of the trail and what work is required to restore it to a functional condition;
- What additional facilities should be provided to enhance the trail as an eco-tourism destination;
- Affirmation from the private landholders (through which some of the trail traverses) that that are prepared to continue to provide access through their properties;
- Public liability insurance implications;
- The feasibility in reconstituting the *Friends of Wagin Lake* group to care for and promote the trail.(It is believed that this may need to be a stand-alone community

group with some support being provided by the Shire with respect to assistance with grant funding applications etc);

- The realigning of the *Wait – Jen Trail* from a Landcare paradigm to a tourist promotion paradigm;
- The extent, cost and responsibility for maintain the trail on a continuing and sustainable basis.

CONSULTATION/COMMUNICATION

- Mr Dennis Bishop
- Cr Sherryl Chilcott

STATUTORY/LEGAL IMPLICATIONS:

Nil

POLICY IMPLICATIONS:

Nil

FINANCIAL IMPLICATIONS:

To be determined

STRATEGIC IMPLICATIONS:

Nil

VOTING REQUIREMENTS:

Simple

OFFICERS AND COMMITTEES RECOMMENDATION

Moved: Cr. G K B West

Seconded: Mrs F Dawson

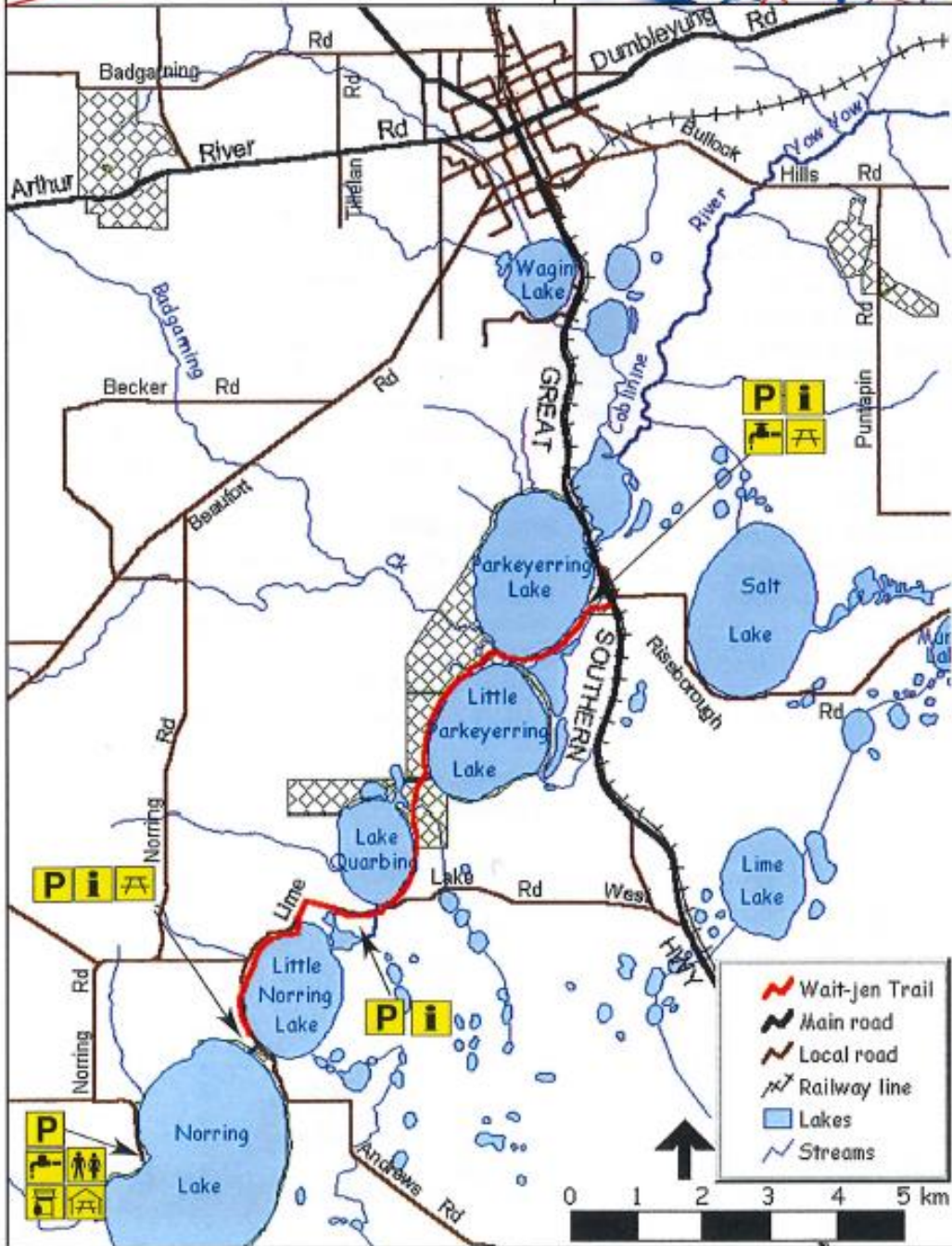
- That an assessment be made of the condition of the Wait- Jen Trail with a view to restoring it to a safe and functional condition;
- That a report on the condition of the trail be prepared and presented to the Tourism and Promotion Committee.

Carried 5/0

Walking Wagin's Wait-jen Trail

Only 2½ hours drive from Perth City, "The Wait-jen Trail" is a relaxing walk interpreting the local Noongar culture, traditional resources and land management.

Finding the Wait-jen Trail





About the Trail

Wait-jen means "emu's foot print" - large numbers of emus used to roam this area, being rich in food and with plentiful water. The traditional custodians of the area are the Wilmen people. The trail follows one of the ancient dreaming tracks formed by the Waugul, one of the mythical beings who formed the landscape in the dreamtime. These became tracks by which Noongar could pass safely and had certain songs relating to them.

The trail began as part of a landcare project in 1998 and was constructed in 2002/03 by a group of local Noongar undertaking a landcare traineeship. Materials were purchased with the aid of a grant from LotteryWest.

The trail passes through a variety of different vegetation types.

A wide range of bird life is present around the trail and kangaroos can be seen during the day. The remnant bush around the trail is also home to nocturnal animals. There is an on-going programme to rehabilitate the vegetation around the trail and re-establish some of the plants that were used traditionally by the Noongar.

Not only are there signs along the trail describing various resources used by Noongar, there are also information panels located near the road which give a brief outline of the traditions and way of life of the Noongar in the area. The information panels contain fascinating artwork from local artists too.



Walking the Trail

The total length is 10.5 km, taking about 4 hours one way. The trail starts just off the Great Southern Highway 8 km south of Wagin, and ends at the north end of Norring Lake. It crosses 2 roads on the way, where a car can be left if you want to take a shorter walk.

Most of the trail is around the edge of the lakes and is very flat, though in some places a little soft on sand. In establishment of the trail, it was decided to minimise impacts on the surrounding environment, so in places it follows existing animal pads. Orange markers show the way.

Be Safe: there are a number of waterways to be crossed along the trail. One of these, in keeping with the minimal impact, only has a low wooden crossing that can be submerged in winter and spring. The flow is usually small so the creek can still be crossed, but please take great care.

Snakes are prevalent in the warmer months. Also, take insect repellent and sunscreen. Water is available at the Norring Lake Picnic area and at the Great Southern Hwy end of the trail.

Protect habitat: please do not disturb fallen branches or rocks. The northern part of the trail goes through the Parkeyerring Nature Reserve so you are asked to leave horses, bicycles, pets and firearms behind. The section of the trail south of Lime Lake Rd West is open to bicycles and horse riding.

Be considerate: no rubbish bins are provided so please take all your litter with you.

Help the Friends of the Wagin Lakes: if you notice anything or have any ideas, please fill in the visitor's book or contact the Historical Village - 9861 1232.



10.2.2.2 WAGIN TROTTING CLUB – ILLUMINATION OF “BART” THE WAGIN ICONIC RAM

PROPONENT:	Wagin Trotting Club
OWNER:	Shire of Wagin
LOCATION/ADDRESS:	Shire
AUTHOR OF REPORT:	Acting Chief Executive Officer
SENIOR OFFICER:	Acting Chief Executive Officer
DATE OF REPORT:	14 th May 2020
PREVIOUS REPORT(S):	Nil
DISCLOSURE OF INTEREST:	Nil
FILE REFERENCE:	
ATTACHMENTS:	Letter & Email

BRIEF SUMMARY:

This report recommends that the proposal to better illuminate “Bart” the Wagin Ram be developed, along with research into external grant funding opportunities that may be available.

BACKGROUND/COMMENT

A letter from the Trotting Club attaches. It is understood that this has been presented to the Shire for consideration on two previous occasions.

The objective of this report is to ascertain:

- Whether or not there is enough enthusiasm to progress the concept (With or without contributory grant funding);
- Whether there may be merit in including, lighting, painting of the ram and purchase and placement of seating as a larger packaged tourist attraction initiative, which might attract some contributory grant funding.

It needs to be borne in mind that grant funding opportunities and timelines can extend over more than one financial year.

CONSULTATION/COMMUNICATION

- Mr Matthew Spurr
- Community Liaison Officer

STATUTORY/LEGAL IMPLICATIONS:

Nil

POLICY IMPLICATIONS:

Nil

FINANCIAL IMPLICATIONS:

To be determined, however the objective is for the proposed illumination component to be cost neutral if grant funding is attracted (as it was intended that the painting of the ram be funded through the Shires own resources).

STRATEGIC IMPLICATIONS:

Nil

VOTING REQUIREMENTS:

Simple

OFFICERS AND COMMITTEE RECOMMENDATION

Moved: Cr. G K B West

Seconded: Mrs F Dawson

- That the proposal to illuminate “Bart “the Wagin Giant Ram be developed;
- That research be undertaken to ascertain whether any external grant funding opportunities are available to fund this initiative and to assist financially with the painting of the ram.

Carried 5/0

Bill Atkinson

From: matt.joefanchi@westnet.com.au
Sent: Tuesday, 12 May 2020 1:31 PM
To: Bill Atkinson
Subject: Emailing: Big Ram Proposal
Attachments: Big Ram Proposal.doc

Hi Bruce

Attached is a copy of the original letter from 3 or 4 years ago. (Sorry missed dating it)

This was agreed upon at a shire meeting and a clear line of sight was made but the upgrade to the lighting to be sufficient was never acted upon.

Cheers
Matt Spurr
Joe Fanchi Real Estate
33 Tudhoe St
Wagin WA 6315

Ph: 0406 913 243

matt.joefanchi@westnet.com.au

WAGIN TROTTING CLUB

PO Box 209
WAGIN WA 6315



Secretary: Amy Stone
Telephone: 08 98859108
Mobile: 0487492624
Email: wagintrots@bigpond.com

24/11/2016

Dear Councillors

The Wagin Trotting Club would like to put forward for consideration a proposal that in its view would have exciting tourism potential for the town. Throughout the late eighties and nineties the big ram was very visible from the recreation center on racedays/nights and made a great spectacle on race videos from this period when the field entered the back straight.

During this period and up to around 2010 the meetings were only broadcast by Racing Radio.

In the past 2 years Wagin has been included on the full Sky Channel roster for the 9 meetings it conducts which means vision of Wagins meetings are broadcast to hundreds of thousands of receival points throughout Australia, New Zealand and South East Asia.

I personally received some proof of the coverage when during a meeting last year when I received a call from a very excited daughter who resides at the very top of the north island of NZ to say she was watching the Wagin trots.

The proposal we put forward would be to create a clear line of vision to the ram from the commentary box which is located on top of the recreation building adjacent to the finish line. The race vision camera is located in the commentary box. The club has a good working relationship with the commentator and the vision operator and have already discussed our thoughts on promoting Wagin by incorporating vision of the ram whenever possible during the broadcast of a race.

The possible scenario would be for the camera to be fixed on the big ram when sky crosses to Wagin prior to each race and then when the field enters the back straight in the last lap of each race the commentator would use the cliché "As they go under the big ram", as well as mentioning the big ram when ever appropriate.

Apart from creating a good line of sight the ram it would also need to be well lit on its north side to create a great spectacle amongst its dark surroundings. The club feels this is an opportunity to enhance Wagins tourism exposure at minimal cost given the free resource available through the Sky network.

If you need any more information or clarification on any matter please phone Matt Spurr 0406913243

Yours Sincerely
Matthew Spurr
President

10.2.2.3 TOURISM IDEAS FORUM

At the last Tourism Promotion Committee meeting the following Tourism Ideas were floated by members of the Committee.

The Committee needs to determine which ideas they wish to explore and how this will happen.

Overseas Visitors

Growing our connection with overseas visitors – Mr A Mydie has a wide range of these contacts.

Wagin Hub for Cultural Awareness Training

Works well with the above, providing training in Wagin on the differences in cultures and will give a base understanding on appropriate and not appropriate actions when welcoming visitors to Wagin.

Duck / Food Festival

Along the lines of a Long Table event, inviting various chiefs, providing them all with local duck to prepare. Outdoors event.

RV BBQ once a month

Attending the RV area with BBQ to promote a regular social gathering with locals and the campers.

Music played by businesses in the main street

Music keeps people around longer than planned – creating a social environment.

20 Mile Sheep in line with the Tin Horse Highway

5 miles of metal sheep leading into town – North/east/south/west. Wagin already has a focus on sheep with Bart & we should build on that.

Photo cut-out boards for selfies – Upload to Facebook

Various painted boards for posing style photos – possibly to be stored at Historical village to protect the items. With a tag line to feed back into shire data

Digital Print marketing – Requires a dedicated Officer

Grant Funds Available for officer & training, Ms Brennan to follow up grant funding opportunities and relevant Facebook and Instagram sited for advertising.

QR code

This is a free, easy to arrange option which is re-emerging.

The Committee agreed with Staff that due to the number of ideas and the impact of the COVID-19 pandemic that they select two ideas to focus on in the near future.

The following two ideas were selected:

RV BBQ once a month – Cr West advised that he can facilitate this once the RV were back travelling and staying in the Wagin RV area.

20 Mile Sheep in line with the Tin Horse Highway – It was agreed that this will be the next tourism project. The Committee will come up with a concept for the project, this will be discussed at the next meeting in late June, with a view to putting together a budget request for the 2020/2021 Council Budget.

10.2.3 GENERAL BUSINESS

Wagin Tourism Display Banners and Flags

Cr West would like to see a Wagin tourism banner and flags be designed and purchased for display at the next Caravan and Camping show and for other tourism opportunities.

He would like to see this discussed at the next committee meeting.

10.2.4 CLOSURE

There being no further business the Chairperson thanked those in attendance and closed the meeting at 6.06 pm

10.2.2.1 REINSTATEMENT OF *WAIT-JEN TRAIL* AS A FUNCTIONAL TOURIST ATTRACTION

COMMITTEES RECOMMENDATION

Moved: Cr.

Seconded:

- That an assessment be made of the condition of the Wait- Jen Trail with a view to restoring it to a safe and functional condition;
- That a report on the condition of the trail be prepared and presented to the Tourism and Promotion Committee.

Carried

10.2.2.2 WAGIN TROTTING CLUB – ILLUMINATION OF “BART” THE WAGIN ICONIC RAM

COMMITTEE RECOMMENDATION

Moved: Cr.

Seconded:

- That the proposal to illuminate “Bart “the Wagin Giant Ram be developed;
- That research be undertaken to ascertain whether any external grant funding opportunities are available to fund this initiative and to assist financially with the painting of the ram.

Carried

10.3 TOWNSCAPE ENHANCEMENT COMMITTEE MEETING 20 MAY 2020

OPENING: Meeting opened at 6.08pm.

ATTENDANCE:	Cr S M Chilcott	Chairperson
	Cr G K B West	Member
	Mrs R Hoysted	Community Member
	Ms G Harvey	Community Member
	Mr L Mudgway	Community Member
	Mr M Banks	Community Member
	Ms D Patterson	Community Member

STAFF:	Mr W T Atkinson	Acting Chief Executive Officer
	Mr B A Roderick	Deputy Chief Executive Officer
	Mrs D M George	Community Liaison Officer
	Mr M Tito	Lead Gardener

APOLOGIES:	Cr D Atkins	Member
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PUBLIC FORUM

Nil

DECLARATION OF INTEREST

Nil

CONFIRMATION OF PREVIOUS MEETING MINUTES

COMMITTEES RECOMMENDATION

Moved: Cr. G K B West

Seconded: Mrs. R Hoysted

That the minutes of the Townscape Enhancement Committee Meeting held 12th March 2020 be confirmed as a true and correct record.

Carried 7/0

BUSINESS ARISING

Nil

CORRESPONDENCE AND REPORTS

- Townscape Tree Planting and Beautification Program 2019/2020 – Update
- Implementation of Proposed Annual Flowering Program and Enhancement of Specific Areas
- Wetlands Park Playground Development
- Electronic Information Sign
- Town/Library Square Development

URGENT BUSINESS

CLOSURE

10.3.1 CORRESPONDENCE AND REPORTS

10.3.1.1 TOWNSCAPE TREE PLANTING AND BEAUTIFICATION PROGRAM 2019/2020

We have experienced significant issues with the Ficus plants in the Pots in Tudhoe and Tudor Streets. Consultant Horticulturist, Mike Brown, inspected the plants and advised that almost all the plants have scale, however more concerning is that they were dying from the tips, he suspects that there is some sort of toxin or pathogen present in the soil, but had no idea how it got there. This has caused the plants to lose most of their leaves.

Mr Brown treated the plants for scale and for the pathogen, he believes all but two plants will recover and be fine, he and staff will continue to monitor.

Painting of the old concrete pots in Tudhoe, Tudor and Tavistock Streets has now been completed and they have come up really well, big improvement.

Watering of trees and pots continue; however it has dropped right back with less frequent watering but heavier dosing.

Planting has commenced at the Wetlands Park Pond area, there are significant amount of plants to go in, with other items such as reticulation, mulch and a concrete pathway bordered by a hedge. This work will continue over the next couple of weeks.



Wetlands Park Pond Planting

Staff were advised that some of the new trees in the main street require pruning and tidying up. Also, some of the pots just west of the Tudor /Tudhoe Street intersection require moving up the street as can be difficult for drivers turning on to Tudhoe Street to see.

Mike Tito advised the works crew will attend to this.

10.3.1.2 IMPLEMENTATION OF PROPOSED ANNUAL FLOWERING PROGRAM AND ENHANCEMENT OF SPECIFIC AREAS

PROPONENT:	
OWNER:	Shire of Wagin
LOCATION/ADDRESS:	Shire
AUTHOR OF REPORT:	Chief Executive Officer
SENIOR OFFICER:	Chief Executive Officer
DATE OF REPORT:	14 th May 2020
PREVIOUS REPORT(S):	Nil
DISCLOSURE OF INTEREST:	Nil
FILE REFERENCE:	
ATTACHMENTS:	

BRIEF SUMMARY:

This report recommends:

1. The construction of (annual) flower beds in specified areas of town;
2. The placement of potted colour in specified areas of town;
3. Consideration by the *Townscape Committee* towards an upgrade of the lawn/garden area and pavement around the Wagin War Memorial;
4. Consideration by the *Townscape Committee* towards the installation of seating and garden beds adjacent to the RSL building in Tudhoe Street.

BACKGROUND/COMMENT

The Shire's Garden Crew, the Manager of Works and the Chief Executive Officer have held meetings and carried out an inspection of the towns gardens to determine options to enhance the appearance of Wagin. The objective is to implement some relatively simple, low cost ideas to bring some more colour into the environment, to complement the ornamental tree planting program initiated by the Townscape Committee over the past few years.

A relatively expedient impact can be realised by creating areas for the planting of annuals (Petunias from April to October/Vincas from November to March) which provide a long-lasting visual impact.

The following Sites are proposed as a first stage of an **annual planting program**:

1. Tudhoe Street/Tudor Street intersection removal of some pavers in front of the white picket fence, creation of a garden bed with block kerbing and planting with annuals;
2. Tudhoe Street north side, opposite park. Potted colour;
3. Tudor Street – garden bed on south side of picket fence – extend planting of roses or fill in vacant area with annuals;
4. Tudor Street – relocate (unused) refuse bin which services patrons of the erstwhile IGA premises to outside the relocated IGA;
5. Tudor Street – Relocate plants in present circular garden bed south of bus stop and replace with annual plantings. Installation of a circular seat around the garden bed. (Townscape Committee consideration?);
6. Tudor Street verge – creation of a garden bed at the intersection of Tavistock Street for visual impact in highly trafficked area;

7. Tavistock Street in front of the former Ladies Restroom site – removal of front hedge, planting of annuals and installation of perimeter block kerbing to remedy soil displacement onto the footpath;
8. Usil Street (adjacent to RSL building) – remove lackluster hedge and plant with annuals (This will accentuate the existing healthy lavender plants which are an effective backdrop);
9. Tudhoe Street/Arthur Road – infill small traffic nibs/islands with annuals;
10. Front of the Shire Office (in place of the lawn which has long been mooted for removal) – Planting of flowering shrubs/daisy bushes as backdrop to flowering annuals;
11. Entrances to Ram Park – potted annuals;
12. Entrance to Wagin Sportsground – relocate Lillypilly bushes in tops of entrance brickwork to other areas and replace with annuals – Establish small garden bed inside fence perimeter.

Where applicable, garden beds will be constructed of single course coloured concrete or limestone blocks and existing reticulation will be utilised where possible.

All the abovementioned proposals can be undertaken utilising in-house resources. It will be necessary to purchase limestone or coloured concrete blocks from which to construct garden beds and large ceramic pots to place where indicated. The cost of annual flower seedlings would not be significant and would be accommodated within annual budget constraints. It is anticipated that staff resources redirected from raking and burning activities will substantially take care of the additional watering which will be required and, depending on how much of the suggested program is implemented, some additional labour may be required. The objective is however to contain costs within previous budget parameters.

It is also proposed to generate discussion with Townscape Committee/Council on the following ideas:

Upgrade of surrounds of Wagin War Memorial

Suggestions include:

- Either paving or painting over the concrete hardstand around the memorial to lift the grey drabness of the area;
- Removing some of the lawn and planting a row of red roses on the south and north sides of the lawned area and alongside the rear limestone wall;
- Placing rectangular pots in front of the limestone wall at the rear of the memorial and planting out with white and red annuals (Petunias/Vincas in season);
- Addressing the damage caused by water seepage to the entry/egress roads to the swimming pool.

Lawned area adjacent to RSL building in Tudhoe Street

This area is maintained by the Shire and is not used very much. It is relatively high maintenance due to it not being reticulated.

It is in a prominent part of the street (and is opposite the proposed town park development on the corner of Tudhoe Street and Trent Street). If this area was developed it should complement the town park development.

This area could be developed by reducing (or removing) the lawn area and creating a mulched garden with shrubs/roses. Ideally the area should be reticulated to reduce labour costs associated with watering. The option of installing a small gazebo/shelter and seating on this site could also be explored as it is nearby to takeaway food and coffee outlets.

Conceptual illustrations of these area enhancements will be provided at the meeting.

Other Initiatives (For Information)

Cessation of burning leaf litter and the application of mulch in parkland areas:

The Garden Crew is receptive to ceasing the labour-intensive task of raking and burning leaf litter in parkland areas and, over time, applying mulch to these areas in order to reduce weed growth and to retain moisture. This will result in a better environmental footprint and will eliminate complaints from residents about smoke in town. It will also improve the capacity of the Garden Crew to work on areas of priority.

Establishment of composting regime:

It is intended to establish an area at the Shire depot to accommodate some large-scale composting utilising lawn clippings and manure. Because of free availability of materials (that would usually be sent to landfill) and ready access to water, this will not be difficult to implement and will result in a quality product that will be applied to Shire gardens and trees.

Visiting other towns:

There would be advantage in members of the Garden Crew and other key staff in visiting other towns that have developed an attractive presence with respect to parks and gardens and to bring back and introduce further ideas for Wagin. There are a couple of towns in close proximity to Wagin which would be worthwhile visiting in this regard.

CONSULTATION/COMMUNICATION

Works Manager
Deputy CEO
Garden Crew

STATUTORY/LEGAL IMPLICATIONS:

Nil

POLICY IMPLICATIONS:

Nil

FINANCIAL IMPLICATIONS:

The implementation of an *annual planting program* in the current financial year will be contained within existing budget parameters. The recurrent costs of maintaining and extending this program will be provided for in future Shire budgets and would not be significant.

The costs of upgrading the Wagin War Memorial garden area and the area next to the RSL building will depend on the scope of works which will be determined by the Townscape Committee and Council and would need to be budgeted for accordingly.

STRATEGIC IMPLICATIONS:

Nil

VOTING REQUIREMENTS:

Simple

OFFICERS AND COMMITTEES RECOMMENDATION

Moved: Cr. G K B West

Seconded: Ms G Harvey

1. That the Committee recommend Council approve the progressive implementation of the creation of the proposed annual planting program and the creation of garden beds as specified in this report;
2. That the Committee recommend Council support consideration towards implementing the following projects (subject to finalising conceptual plans as required):
 - Upgrade of the lawn/garden area around the Wagin War Memorial;
 - Installation of seating, gazebo/shelter and garden bed adjacent to the RSL building in Tudhoe Street;
 - Installation of a seat around the circular garden bed opposite the Town Hall buildings on the Tudor Street reserve.

Carried 7/0

10.3.1.3 WETLANDS PARK PLAYGROUND DEVELOPMENT

At the last Townscape Committee meeting the following recommendation was agreed upon and Council adopted the recommendation at the March Ordinary Meeting of Council.

4218 COMMITTEES RECOMMENDATION & COUNCIL DECISION

Moved: Cr. S M Chilcott

Seconded: Cr. G K B West

1. That the Wetlands Park Playground Concept Master Plan be endorsed.
2. Advertise the proposed Wetlands Park Playground Concept Master Plan for public comment for a period of 21 days.
3. That Staff commence the process to secure grant funds for Stages 1, 2 and 3 of the project.

Carried 9/0

The Concept Plan was advertised and circulated throughout the community through a number of different print and electronic mediums. The three-week period concluded on the 1st of May and unfortunately the response was on the poor side with just five submissions received. However, all responses were positive, with a number of suggestions. Below is a summary of the responses and suggestions:

Positive Response:

- *Wonderful to have different age sections and the nature play style equipment will be fabulous*

- *Love the inclusions for the senior play area*
- *As a parent of young kids, I often go to Woody or Katanning to a playground and would much prefer to go down the road*
- *When will it be finished? Can't wait to use it!*
- *Thank you for showing me the proposal for the Ram Park redevelopment today.*
- *In my opinion, the plans look fantastic!*
- *The upgrading of playground equipment to suit a range of ages is a great idea!*
- *I have looked at your proposed changes to the Wetlands area and generally support the details provided*

Suggestions:

- *I did wonder about the Recycled Timber Boundary Markers running along the edge of section 4. Are they going to be secure for little people? Just thought it might defeat the purpose of having a fenced playground for little ones if they can sneak through these markers, especially as that is the side where the water is.*
- *And the only other suggestion I have (and you may already be planning to) but perhaps some sort of theme to tie it all in with the big ram would be good. All of the play equipment suggested looks awesome, but it isn't unique. I thought, from a marketing/tourism perspective, some sort of artwork or rustic timber sculptures, or even a 'spot the sheep' trail, would just add that point of difference and finishing touch to make it specific to our amazing town*
- *Junior area - while I like the aesthetic of the creek bed, I'm not sure of the practicality. Water in the creek (either from a tap or rain) added to unsupervised children could be problematic. Is there another way to introduce water – say a raised wooden trough of some kind?*
- *And it would be nice to have the picnic table/BBQ under cover of some kind*
- *Finally, not a fan of the link fencing – are we trying to lock kids in or provide a zone demarcation?*
- *Kids are good at climbing...would this timber fence be high enough to stop kids climbing over and accessing the water areas?*
- *What additional signage will go up on the entries into town to attract others?*
- *I did fail to see any refuse containers provision*
- *As the Shire floral insignia on your letterhead includes the Callistemon (bottlebrush) I hope these will be included in any plantings*

The suggestions have been forwarded to the consultants Ecoscape and they are now asking which suggestions we would like factored in the final Masterplan.

As the suggestions are minor and does not alter the concept behind the Council endorsed Plan the agreed suggestions can be finalised with the consultants and just be factored in the final Masterplan.

The Committee agreed on the following community suggestions to be factored in the Final Wetlands Park Playground Development Concept Masterplan:

- ***Recycled Timber Boundary Markers running along the edge of section 4. Are they going to be secure for little people? Just thought it might defeat the purpose of having a fenced playground for little***

ones if they can sneak through these markers, especially as that is the side where the water is.

- ***I thought, from a marketing/tourism perspective, some sort of artwork or rustic timber sculptures, or even a 'spot the sheep' trail, would just add that point of difference and finishing touch to make it specific to our amazing town***
- ***Would be nice to have the picnic table/BBQ under cover of some kind***
- ***Installation of additional signage to go up on the entries into town to attract others.***
- ***Refuse containers provision***
- ***As the Shire floral insignia on your letterhead includes the Callistemon (bottlebrush) I hope these will be included in any plantings***

10.3.1.4 ELECTRONIC INFORMATION SIGN – Information Only

The Electronic Sign project has been on-going for some years, Council is holding \$65,000 in Council and community funds towards this project. S-Tech LED Technology has been appointed the preferred supplier for the Electronic Information Display Sign and they conducted a presentation to the Committee late last year.

At the last Committee meeting it was agreed that the Electronic Sign Display was an integral part of the Town Square development and it was critical where it was positioned. In Mr Brown's plan, he had a one-sided panel positioned above the southern Library wall. Previously, the Committee had planned to install a two-sided electronic display unit on the south western corner of the block, with the sign facing both east and west.

Staff and Mr Brown pointed out that there may be issues with Main Roads regulations and approval if the sign was placed in this position along the road reserve. The Committee requested Shire staff to contact Main Roads to get a clear understanding regarding the regulations around the type of electronic sign we are looking at purchasing in relation to where it can be placed on the site.

In moving forward, the following steps were agreed to with this development.

- Seek clarity and regulations from Main Roads regarding Electronic Sign placement.

Staff contacted Main Roads and spoke to Cathy Morey, Main Roads Customer Service Manager for the Wheatbelt region. Ms Morey had concerns around the type of sign, size of sign and distraction to drivers, however she advised that an application needed to be submitted before any decision or approvals could be given. She also advised that an approval was required for any sign that could be seen from a Main Road, so if the sign was placed up against the Library wall or at the front of the lot facing east and west of Tudhoe Street approval would be required.

I have been in contact with S-Tech who have advised that they have installed a number of similar signs on Main Roads in Perth and believe we should have no issues with obtaining approval. I have included over the page a list of screens and an example of a S-Tech installed sign along Leach Highway in Melville and the current signage specs.

An application has been submitted to Main Roads Wheatbelt, they are currently assessing the application and I expect to hear a decision shortly. I will follow up before the meeting to see if a decision has been made. I have also emailed a copy of the Signage Application to Main Roads.

Once approval is granted then the Electronic Advertising Display Sign we can request a formal quotation from S-Tech LED Technology as per their specifications.

With regards to MRWA and permits there are a large number of LED screens that have been approved by MRWA, list enclosed

1. S-tech LED screen Double sided 5x4mtrs on Leach Hwy Myaree speed of road 70km
2. Ooh Media have screens on the Kwinana, Tonkin and Forrest Hwy Super sites very large on MRWA road reserves speed of road 80-100km
3. Kewdale Tavern - Kewdale Rd
4. APN Outdoor - numerous locations and at Perth Domestic and international airports
5. Yagan square - huge LED screen on major road Wellington St speed of road 60km
6. City of Canning - Riverton Leisureplex High Rd speed of road 60km



Our Screen Proposed for Wagin

Pitch 6.6mm very small resolution can be viewed within 3 meters

Size 2960x 1920mm (This size is small compared to most of the roadside LED screen installs approved by MRWA)

Brightness: 6000 NIT at 100% brightness = 6000 nit = 6000 lumen/meter²

You can control the brightness by 256 levels and can use a light meter to automatically reduce brightness usual we drop by 75% at night time

Staff were questioned as to why funds were required from Community groups up-front when the sign has not been progressed yet.

It was advised that funds were required to ensure there was a funding commitment to the project before Council could progress.

Some questions from the Committee regarding the length of time this proposal is taking and how this will impact on technology specifications of the proposed sign from S-tech.

Staff advised S-Tech has only been nominated as a preferred supplier, no Council purchase order has been finalised so any latest technology sign can still be purchased. Also, it has been agreed that the electronic sign project was an integral part of the overall development of the Town Square project. The final lot of this development was only acquired by Council late last year and so this project is still in the in the planning stage.

The Committee requested staff to write to the community groups that have contributed funds to the Electronic Advertising Sign with an update on where the project is at.

Once Staff have received a decision from Main Roads on the approval of the sign it will be conveyed to the Committee.

10.3.1.5 TOWN / LIBRARY SQUARE DEVELOPMENT

Horticultural Consultant, Mike Brown, presented his plan for the area at the last meeting held in March. The plan was presented as a blank template that included all garden beds, entry and exit points and other facets of the development. The area had been drawn to scale and he has given Committee members the blank template to make changes and bring back to the next Committee meeting.

It was also agreed that the Electronic Sign Display was an integral part of the Town Square Development and it was critical where it was positioned.

In moving forward, the following steps were agreed to with this development:

- Seek clarity and regulations from Main Roads regarding Electronic Sign placement
- The Committee to agree on changes to the concept template plan at the next meeting in April
- Mr Brown to then have the agreed Town Square Development concept template plan drawn up in a computer aided design and drafting format
- The Committee to then put the agreed plan to Council for endorsement
- Council to advertise the endorsed Concept Plan to the community for comment
- Commence works on the Town Square Development

Staff have submitted an application to Main Roads for approval to erect the Electronic Advertising Display Panel Sign as per advised in item 7.4.

Blank Concept templates were given to Committee members to take away and bring back at the next Committee meeting. These will allow a final Committee

agreed concept plan to be drawn up for Mr Brown to then convert into a computer-generated design plan.

It is envisaged at this meeting that an agreed concept plan using the blank template will be finalised.

It was conveyed to staff that the consultant template plan of the area was difficult to use when considering key elements of the development.

The following points could be considered in the draft development plan:

- *Closure of the southern most entry/exit on Trent Street*
- *Closure of the southern most entry/exit on Taylor Lane*
- *Provision to park 8 caravans towed by a vehicle with a combined length of 18 meters*
- *Provision for a gazebo and sitting area close to the southern wall of the library*
- *Provision for vehicle parking*
- *Placement of garden beds to enhance the visual amenity of the area*
- *Car recharge station*
- *Placement of the new Electronic Advertising Sign in the south western corner of the development*

Mr Mudgway advised the Committee that he would print a google map of the development area and plot the elements on the map and bring back to the next committee meeting.

10.3.2 URGENT BUSINESS

Painting of Shopfront in Tudhoe Street

Cr West wished to discuss the idea of the Committee / Shire painting the old Elders Building (currently Landcare building & offices). Council would need to come up with the cost of the paint and the painting would be done voluntarily as part of a busy bee.

It was explained that this was a private building and any painting or maintenance to the building is the responsibility of the owner. The Committee was also concerned of setting a precedent.

Staff advised that the property owner, in line with Council's Townscape Painting and Improvements policy, is eligible for reimbursement of a third of the cost (maximum \$2,000) of the painting and improvements to the building façade/shop front if it was painted in accordance with the Shire's heritage colour pallet.

It was advised that the Chamber of Commerce could also provide a third reimbursement subsidy similar to the Shire's policy which would mean the costs associated with painting a shop front would only cost the property owner a third of the total cost.

Representatives from the Chamber of Commerce advised that they would put this subsidy proposal to their members at the next meeting of the Chamber of Commerce.

10.3.3 CLOSURE

There being no further business the Chairperson thanked those in attendance and closed the meeting at 7.39 pm

10.3.1.2 IMPLEMENTATION OF PROPOSED ANNUAL FLOWERING PROGRAM AND ENHANCEMENT OF SPECIFIC AREAS

COMMITTEES RECOMMENDATION

Moved: Cr.

Seconded:

1. Council approve the progressive implementation of the creation of the proposed annual planting program and the creation of garden beds as specified in this report;
2. Council support consideration towards implementing the following projects (subject to finalising conceptual plans as required):
 - Upgrade of the lawn/garden area around the Wagin War Memorial;
 - Installation of seating, gazebo/shelter and garden bed adjacent to the RSL building in Tudhoe Street;
 - Installation of a seat around the circular garden bed opposite the Town Hall buildings on the Tudor Street reserve.

Carried

11. FINANCIAL REPORTS – APRIL 2020

PROPONENT:	Manager of Finance
OWNER:	Shire of Wagin
LOCATION/ADDRESS:	Shire of Wagin
AUTHOR OF REPORT:	Manager of Finance
SENIOR OFFICER:	Chief Executive Officer
DATE OF REPORT:	14 May 2020
PREVIOUS REPORT(S):	21 April 2020
DISCLOSURE OF INTEREST:	N/A
FILE REFERENCE:	N/A
ATTACHMENTS:	Monthly Financial Report and Payments List

BRIEF SUMMARY:

The financial statements and list of account payments are attached for Council to adopt.

BACKGROUND:

The financial statements for April 2020 with corresponding list of account payments are attached for Council to adopt.

COMMENT:

The Local Government (Financial Management) Regulations 1996 requires the Council is to be presented with a Statement of Financial Activity each month.

Gentle Reminder – The Chief Executive Officer has requested that Councillors with queries relating to the payments made please direct them to staff for a response prior to the Council meeting

CONSULTATION/COMMUNICATION:

Nil

STATUTORY/Legal IMPLICATIONS:

Local Government (Financial Management) Regulations 1996

POLICY IMPLICATIONS:

Nil

FINANCIAL IMPLICATIONS:

Nil

STRATEGIC IMPLICATIONS:

Nil

VOTING REQUIREMENTS:

Simple Majority

OFFICERS RECOMMENDATION

Moved: Cr.

Seconded: Cr.

That Council adopts the Financial Reports for the period ending 30 April 2020 as presented.

Carried

OFFICERS RECOMMENDATION

Moved: Cr.

Seconded: Cr.

That EFT Payments EFT9422 – EFT9465, EFT9474 – EFT9520 Cheque Payments 5317 – 5326 and Direct Debit Payments from the Municipal Account totalling \$600,785.50 and EFT Payments EFT9466 – EFT9473 and Cheque Payments 2538 – 2541 from the Trust Account totalling \$1,021.65 for the month of April 2020 be endorsed and accepted for payment.

Carried

SHIRE OF WAGIN
MONTHLY FINANCIAL REPORT
(Containing the Statement of Financial Activity)
For the Period Ended 30 April 2020

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

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Note 5	Rate Revenue
Note 6	Disposal of Assets
Note 7	Capital Acquisitions
Note 8	Borrowings
Note 9	Reserves
Note 10	Grants and Contributions
Note 11	Trust Fund

**MONTHLY FINANCIAL REPORT
FOR THE PERIOD ENDED 30 APRIL 2020**

KEY INFORMATION

Items of Significance

The material variance adopted by the Shire of Wagin for the 2019/20 year is \$20,000. A full listing and explanation of all items considered of material variance is disclosed in Note 2. The following selected items highlight significant income and expenditure for the 2019/20 financial year.

	% Completed	Annual Budget	YTD Actual
Capital Expenditure			
Land	101%	40,000	40,499
Buildings	47%	25,000	11,780
Plant & Equipment	95%	344,000	325,575
Furniture & Equipment	26%	126,700	33,375
Infrastructure - Roads	48%	1,746,917	837,437
Footpaths	33%	131,000	43,666
Infrastructure - Other	34%	330,000	112,502
Grants, Subsidies and Contributions			
Operating Grants, Subsidies and Contributions	85%	1,207,065	1,022,560
Non-operating Grants, Subsidies and Contributions	59%	1,143,257	670,331
Rates Levied	100%	2,356,259	2,349,228

% Compares current ytd actuals to annual budget

Financial Position	* Note	This Time Last Year 01 May 2019	Year to Date Actual 30 Apr 2020
Adjusted Net Current Assets	326%	\$ 408,368	\$ 1,329,454
Cash and Equivalent - Unrestricted	178%	\$ 539,772	\$ 961,145
Cash and Equivalent - Restricted	143%	\$ 994,256	\$ 1,417,810
Receivables - Rates	117%	\$ 95,287	\$ 111,675
Receivables - Other	367%	\$ 138,329	\$ 507,828
Payables	43%	\$ 343,106	\$ 146,845

** Note: Compares current ytd actuals to prior year actuals at the same time*

PREPARATION TIMING AND REVIEW

Date prepared: All known transactions up to 18 May 2020
Prepared by: Manager of Finance
Reviewed by: Deputy Chief Executive Officer

BASIS OF PREPARATION

REPORT PURPOSE

This report is prepared to meet the requirements of Local Government (Financial Management) Regulations 1996, Regulation 34 . Note: The statements and accompanying notes are prepared based on all transactions recorded at the time of preparation and may vary due to transactions being processed for the reporting period after the date of preparation.

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 and to the extent they are not in-consistent with the Local Government Act 1995 and accompanying regulations), Australian Accounting Interpretations, other authoritative pronouncements of the Australian Accounting Standards Board, the Local Government Act 1995 and accompanying regulations. Accounting policies which have been adopted in the preparation of this financial report have been consistently applied unless stated otherwise.

Except for cash flow and rate setting information, the report has 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.

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

SIGNIFICANT ACCOUNTING POLICES

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.

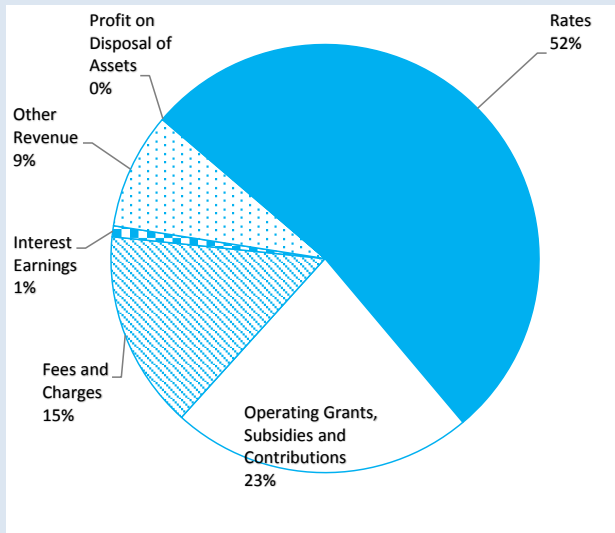
CRITICAL ACCOUNTING ESTIMATES

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

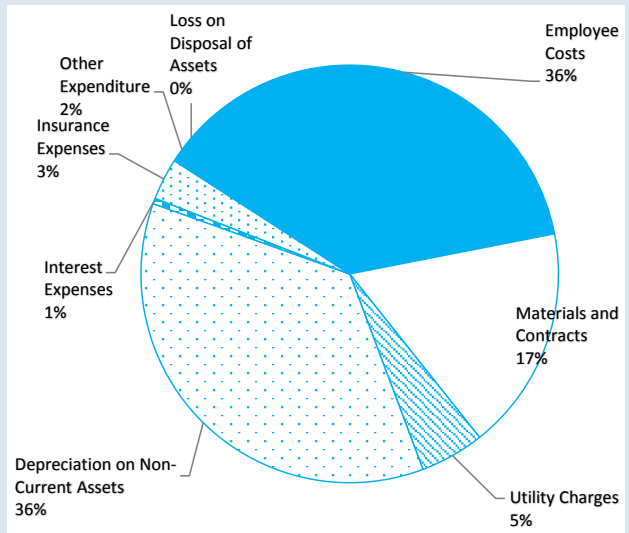
ROUNDING OFF FIGURES

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

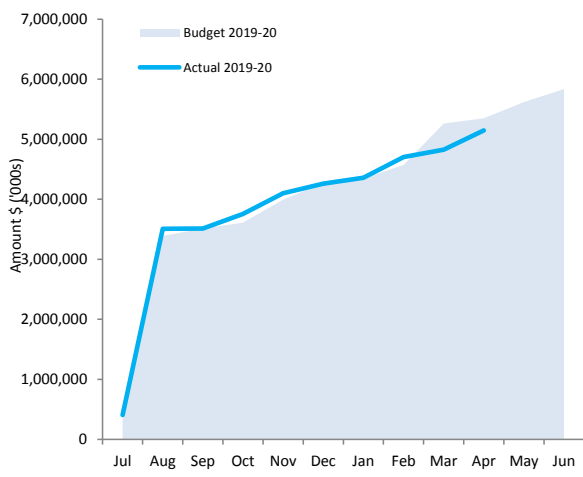
OPERATING REVENUE



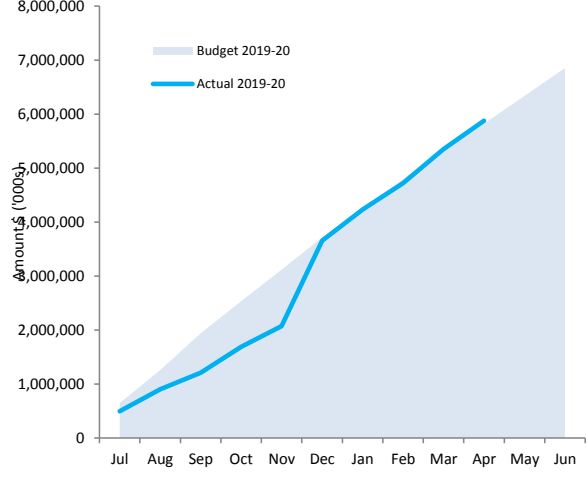
OPERATING EXPENSES



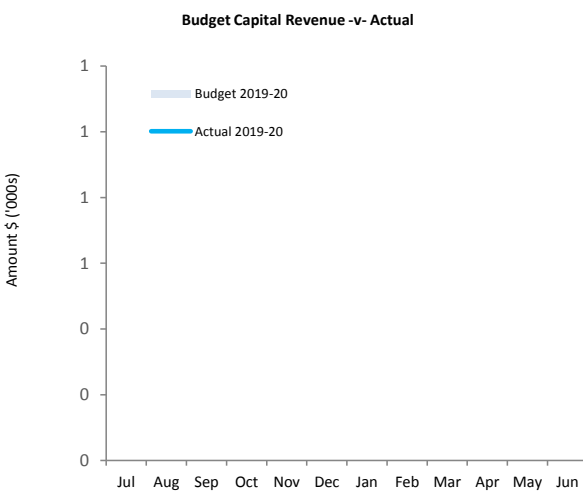
Budget Operating Revenues -v- Actual



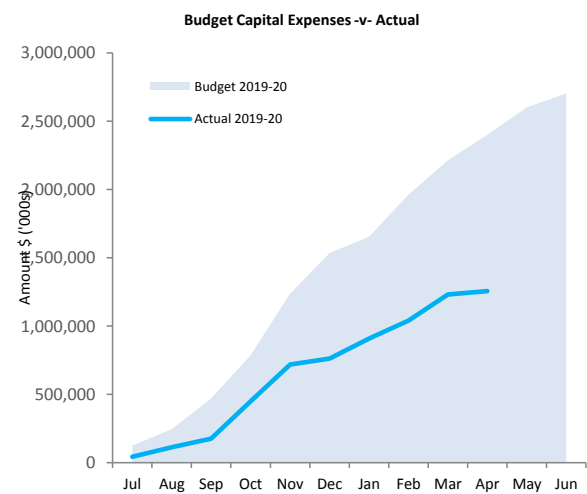
Budget Operating Expenses -v-YTD Actual



CAPITAL REVENUE



CAPITAL EXPENSES



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

**KEY TERMS AND DESCRIPTIONS
FOR THE PERIOD ENDED 30 APRIL 2020**

STATUTORY REPORTING PROGRAMS

City operations as disclosed in these financial statements encompass the following service orientated activities/programs.

PROGRAM NAME	OBJECTIVE	ACTIVITIES
GOVERNANCE	To provide a decision making process for the efficient allocation of scarce resources.	Includes the activities of members of council and the administrative support available to the council for the provision of governance of the district. Other costs relate to the task of assisting elected members and ratepayers on matters which do not concern specific council services.
GENERAL PURPOSE FUNDING	To collect revenue to allow for the provision of services.	Rates, general purpose government grants and interest revenue.
LAW, ORDER, PUBLIC SAFETY	To provide services to help ensure a safer and environmentally conscious community.	Supervision and enforcement of various local laws relating to fire prevention, animal control and other aspects of public safety including emergency services.
HEALTH EDUCATION AND WELFARE	To provide an operational framework To provide services to disadvantaged persons, the elderly, children and youth.	Inspection of food outlets and their control, provision of Maintenance of child minding centre, playgroup centre, senior citizen centre and aged care centre. Provision and maintenance of home and community care programs and youth services.
HOUSING	To provide and maintain elderly residents housing.	Provision and maintenance of elderly residents housing.
COMMUNITY AMENITIES	To provide services required by the community.	Rubbish collection services, operation of rubbish disposal sites, litter control, construction and maintenance of urban storm water drains, protection of the environment and administration of town planning schemes, cemetery and public conveniences.
RECREATION AND CULTURE	To establish and effectively manage infrastructure and resource which will help the social well being of the community.	Maintenance of public halls, civic centres, aquatic centre, beaches, recreation centres and various sporting facilities. Provision and maintenance of parks, gardens and playgrounds. Operation of library, museum and other cultural facilities.
TRANSPORT ECONOMIC SERVICES	To provide safe, effective and To help promote the City and its economic wellbeing.	Construction and maintenance of roads, streets, footpaths, Tourism and area promotion including the maintenance and operation of a caravan park. Provision of rural services including weed control, vermin control and standpipes. Building Control.
OTHER PROPERTY AND SERVICES	To monitor and control City overheads operating accounts.	Private works operation, plant repair and operation costs and engineering operation costs.

**STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 APRIL 2020**

STATUTORY REPORTING PROGRAMS

	Ref Note	Annual Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var.
		\$	\$	\$	\$	
Opening Funding Surplus(Deficit)	1(b)	1,279,164	1,279,164	1,302,110	22,946	
Revenue from operating activities						
Governance		9,000	7,250	33,011	25,761	▲
General Purpose Funding - Rates	5	2,356,259	2,355,424	2,349,227	(6,197)	
General Purpose Funding - Other		905,632	706,106	713,153	7,047	
Law, Order and Public Safety		139,604	115,928	110,123	(5,805)	
Health		56,054	45,130	46,200	1,070	
Education and Welfare		363,444	279,930	386,416	106,486	▲
Community Amenities		364,300	355,390	350,750	(4,640)	
Recreation and Culture		95,045	91,000	70,698	(20,302)	▼
Transport		179,533	168,598	167,671	(928)	
Economic Services		114,700	100,420	175,285	74,865	▲
Other Property and Services		109,077	91,417	74,619	(16,798)	
		4,692,648	4,316,593	4,477,153		
Expenditure from operating activities						
Governance		(424,096)	(380,203)	(381,738)	(1,535)	
General Purpose Funding		(387,650)	(325,249)	(340,412)	(15,163)	
Law, Order and Public Safety		(272,457)	(239,190)	(223,670)	15,520	
Health		(250,661)	(205,483)	(171,434)	34,049	▲
Education and Welfare		(474,205)	(396,417)	(370,672)	25,745	▲
Community Amenities		(583,384)	(487,100)	(452,071)	35,029	▲
Recreation and Culture		(1,307,420)	(1,093,355)	(1,098,709)	(5,354)	
Transport		(2,493,023)	(2,105,250)	(2,187,342)	(82,092)	▼
Economic Services		(269,054)	(228,800)	(303,365)	(74,565)	▼
Other Property and Services		(391,074)	(359,692)	(347,436)	12,256	
		(6,853,024)	(5,820,739)	(5,876,849)		
Operating activities excluded from budget						
Add Back Depreciation		2,464,660	2,053,890	2,125,612	71,722	▲
Adjust (Profit)/Loss on Asset Disposal	6	(200)	(200)	7,624	7,824	
Adjust Provisions and Accruals		0	0	(14,149)	(14,149)	
Amount attributable to operating activities		304,084	549,544	719,391		
Investing Activities						
Non-operating Grants, Subsidies and Contributions	10	1,143,257	1,031,391	670,331	(361,061)	▼
Proceeds from Disposal of Assets	6	77,000	77,000	91,787	14,787	
Capital Acquisitions	7	(2,743,617)	(2,440,500)	(1,404,834)	1,035,666	▲
Amount attributable to investing activities		(1,523,360)	(1,332,109)	(642,716)		
Financing Activities						
Self-Supporting Loan Principal		18,758	9,308	9,308	0	
Transfer from Reserves	9	230,000	0	0	0	
Repayment of Debentures	8	(64,099)	(44,458)	(44,458)	0	
Transfer to Reserves	9	(244,547)	(17,124)	(14,184)	2,940	
Amount attributable to financing activities		(59,888)	(52,274)	(49,334)		
Closing Funding Surplus(Deficit)	1(b)	(0)	444,325	1,329,454		

KEY INFORMATION

▲▼ 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.

The material variance adopted by Council for the 2019/20 financial year is \$20,000.

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

**KEY TERMS AND DESCRIPTIONS
FOR THE PERIOD ENDED 30 APRIL 2020**

NATURE OR TYPE DESCRIPTIONS

REVENUE

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 these as 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.

EXPENSES

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.

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 State taxes. Donations and subsidies made to community groups.

**STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 APRIL 2020**

BY NATURE OR TYPE

	Ref Note	Annual Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var.
		\$	\$	\$	\$	
Opening Funding Surplus (Deficit)	1(b)	1,279,164	1,279,164	1,302,110	22,946	▲
Revenue from operating activities						
Rates	5	2,356,259	2,355,424	2,349,228	(6,196)	
Operating Grants, Subsidies and Contributions	10	1,207,065	941,409	1,022,560	81,151	▲
Fees and Charges		726,990	675,800	668,397	(7,403)	
Interest Earnings		58,247	36,124	36,958	834	
Other Revenue		338,087	301,836	394,266	92,430	▲
Profit on Disposal of Assets	6	6,000	6,000	5,744	(256)	
		4,692,648	4,316,593	4,477,153		
Expenditure from operating activities						
Employee Costs		(2,419,203)	(2,047,375)	(2,088,307)	(40,932)	▼
Materials and Contracts		(1,240,790)	(1,088,240)	(1,022,047)	66,193	▲
Utility Charges		(326,824)	(272,127)	(292,606)	(20,479)	▼
Depreciation on Non-Current Assets		(2,464,660)	(2,053,890)	(2,125,612)	(71,722)	▼
Interest Expenses		(34,694)	(26,366)	(25,542)	824	
Insurance Expenses		(194,263)	(185,848)	(190,012)	(4,164)	
Other Expenditure		(166,790)	(141,093)	(119,354)	21,739	▲
Loss on Disposal of Assets	6	(5,800)	(5,800)	(13,368)		
		(6,853,024)	(5,820,739)	(5,876,848)		
Operating activities excluded from budget						
Add back Depreciation		2,464,660	2,053,890	2,125,612	71,722	▲
Adjust (Profit)/Loss on Asset Disposal	6	(200)	(200)	7,624	7,824	
Adjust Provisions and Accruals		0	0	(14,149)	(14,149)	
Amount attributable to operating activities		304,084	549,544	719,392		
Investing activities						
Non-operating grants, subsidies and contributions	10	1,143,257	1,031,391	670,331	(361,061)	▼
Proceeds from Disposal of Assets	6	77,000	77,000	91,787	14,787	
Capital acquisitions	7	(2,743,617)	(2,440,500)	(1,404,834)	1,035,666	▲
Amount attributable to investing activities		(1,523,360)	(1,332,109)	(642,715)		
Financing Activities						
Self-Supporting Loan Principal		18,758	9,308	9,308	0	
Transfer from Reserves	9	230,000	0	0	0	
Repayment of Debentures	8	(64,099)	(44,458)	(44,458)	0	
Transfer to Reserves	9	(244,547)	(17,124)	(14,184)	2,940	
Amount attributable to financing activities		(59,888)	(52,274)	(49,334)		
Closing Funding Surplus (Deficit)	1(b)	(0)	444,325	1,329,454		

KEY INFORMATION

▲ ▼ 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.

SIGNIFICANT ACCOUNTING POLICIES

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.

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 City 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 City 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 City does not have the unconditional right to defer settlement beyond 12 months, the liability is recognised as a current liability.

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.

INVENTORIES

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.

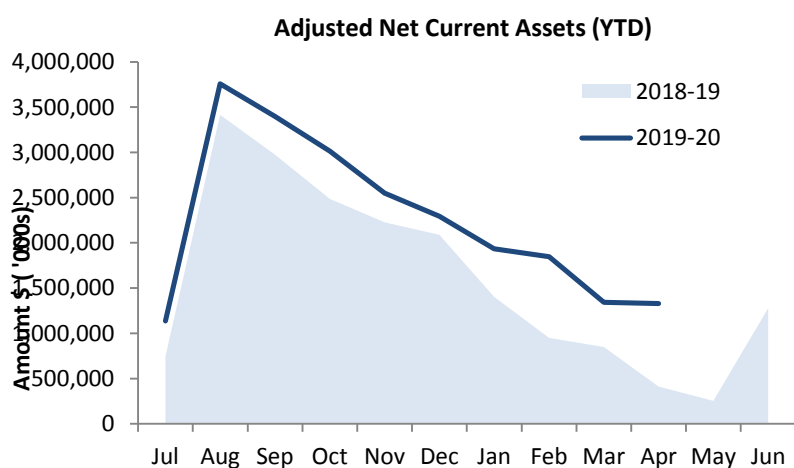
	Ref Note	Last Years Closing 30 June 2019	This Time Last Year 30 Apr 2019	Year to Date Actual 30 Apr 2020
		\$	\$	\$
Adjusted Net Current Assets				
Current Assets				
Cash Unrestricted	3	382,597	539,772	961,144
Cash Restricted	3	1,380,038	994,256	1,417,810
Receivables - Rates	4	56,891	95,287	111,675
Receivables - Other	4	1,035,863	138,329	507,828
Loans receivable		18,758	9,169	9,450
Accrued Income / Expenses In Advance		0	0	216,954
Interest / ATO Receivable		26,967	0	0
Inventories		46,978	41,087	46,978
		2,948,093	1,817,900	3,271,839
Less: Current Liabilities				
Payables		(206,717)	(343,106)	(146,845)
Accrued Expenses / Income In Advance		0	0	(331,208)
Regional Refuse Group Accrued Funds		(37,071)	(63,001)	(37,071)
Provisions - Loans, Annual & Long Service Leave		(371,243)	(347,895)	(326,785)
		(615,032)	(754,003)	(841,909)
Unadjusted Net Current Assets		2,333,061	1,063,898	2,429,930
Adjustments and exclusions permitted by FM Reg 32				
Less: Cash reserves	3	(1,380,038)	(994,256)	(1,417,810)
Less: Loans receivable		(18,758)	(9,169)	(9,450)
Add: Provisions - Loans, Annual & Long Service Leave		367,846	347,895	326,785
Adjusted Net Current Assets		1,302,110	408,368	1,329,454

SIGNIFICANT ACCOUNTING POLICIES

Please see Note 1(a) for information on significant accounting policies relating to Net Current Assets.

KEY INFORMATION

The amount of the adjusted net current assets at the end of the period represents the actual surplus (or deficit if the figure is a negative) as presented on the Rate Setting Statement.



This Year YTD

Surplus(Deficit)

\$1.33 M

Last Year YTD

Surplus(Deficit)

\$.41 M

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 APRIL 2020**

**NOTE 2
EXPLANATION OF MATERIAL VARIANCES**

The material variance thresholds are adopted annually by Council as an indicator of whether the actual expenditure or revenue varies from the year to date budget materially.

The material variance adopted by Council for the 2019/20 financial year is \$20,000.

Reporting Program	Var. \$	Var.	Timing/ Permanent	Explanation of Variance
	\$			
Revenue from operating activities				
Governance	25,761	▲	Permanent	Reimbursement from Shire of Kondinin for previous CEO Long Service Leave Paid out on termination.
Education and Welfare	106,486	▲	Timing	HACC grant received earlier than budgeted.
Economic Services	74,865	▲	Permanent	Landcare Payroll not budgeted for but offset by expenditure.
Expenditure from operating activities				
Health	34,049	▲	Timing	IPN Invoice has not been received to date.
Education and Welfare	25,745	▲	Timing	CACP Expenditure not in accordance with YTD Budget.
Community Amenities	35,029	▲	Timing	Household Refuse, Chemical Drum Disposal & Public Convenience Maintenance under YTD Budget.
Transport	(82,092)	▼	Timing	Maintenance Grading, Street Trees & Depreciation over YTD Budget.
Economic Services	(74,565)	▼	Permanent	Landcare Payroll not budgeted for but offset by income.
Investing Activities				
Non-operating Grants, Subsidies and Contributions	(361,061)	▼	Timing	R2R & Main Roads Bridge Capital Grants not in accordance with budgeted month to receive.
Capital Acquisitions	1,035,666	▲	Timing	Caravan Park Camp Kitchen, Electronic Advertising Sign, Wetlands Park Playground Equipment, Capital Works Program, Footpath Program, Airport Development, Wetlands Park Pond Works & Townscape not in accordance with month budgeted to expend.

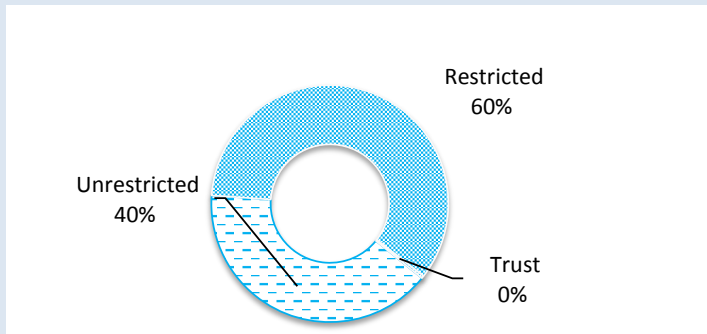
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 APRIL 2020**

**OPERATING ACTIVITIES
NOTE 3
CASH AND INVESTMENTS**

Cash and Investments	Unrestricted	Restricted	Trust	Total YTD Actual	Institution	Interest Rate	Maturity Date
	\$	\$	\$	\$			
Cash on Hand							
Petty Cash and Floats	1,350			1,350	N/A	Nil	On Hand
At Call Deposits							
Municipal Fund	83,151			83,151	NAB	Nil	At Call
Overnight Cash Deposit Facility	876,644			876,644	Treasury	0.70%	At Call
Municipal Investment Account 1	0				NAB	1.55%	29-Mar-20
Municipal Cash Maximiser		23,588		23,588	NAB	0.25%	At Call
Trust Fund			8,200	8,200	NAB	Nil	At Call
Term Deposits							
Municipal Investment - Term Deposit		1,394,222		1,394,222	NAB	1.55%	28-Jun-20
Total	961,145	1,417,810	8,200	2,387,155			

SIGNIFICANT ACCOUNTING POLICIES

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.



KEY INFORMATION

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.

Total Cash	Unrestricted
\$2.39 M	\$.96 M

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 APRIL 2020**

**OPERATING ACTIVITIES
NOTE 4
RECEIVABLES**

Rates Receivable	30 June 2019	30 April 2020
	\$	\$
Opening Arrears Previous Years	67,044	56,891
Levied this year	2,469,127	2,591,395
Less Collections to date	(2,473,810)	(2,536,611)
Equals Current Outstanding	62,361	111,674
Doubtful Rate Debtors	(5,470)	0
Net Rates Collectable	56,891	111,674
% Collected	100.19%	97.89%

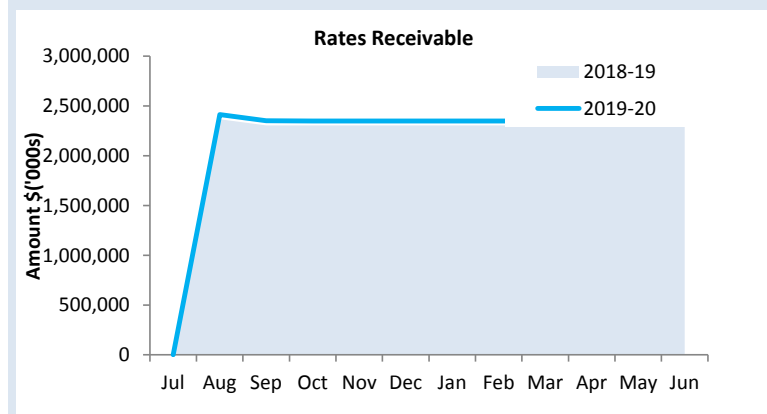
Receivables - General	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$
Receivables - General	434,118	29,455	5,417	41,079	510,068
Percentage	85%	6%	1%	8%	
Balance per Trial Balance					
Sundry debtors					510,068
Loans receivable - clubs/institutions					9,450
Doubtful Debtors					(2,240)
Total Receivables General Outstanding					517,278
Amounts shown above include GST (where applicable)					

KEY INFORMATION

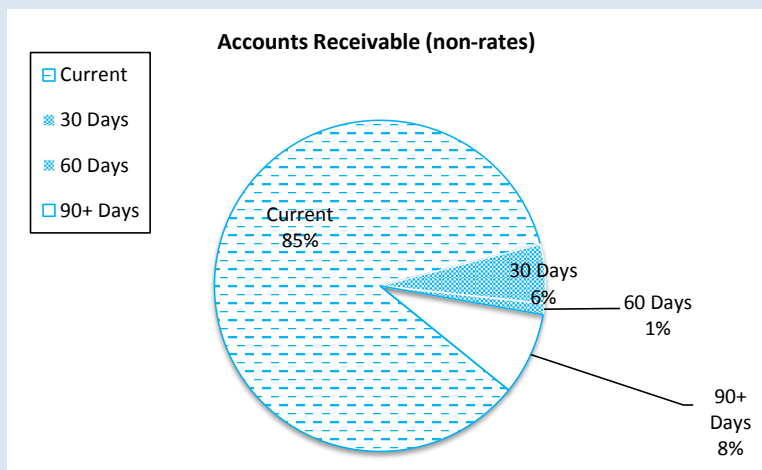
Trade and other receivables include amounts due from ratepayers for unpaid rates and service charges and other amounts due from third parties for goods sold and services performed in the ordinary course of business.

SIGNIFICANT ACCOUNTING POLICIES

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.



Collected	Rates Due
98%	\$111,674



Debtors Due
\$517,278
Over 30 Days
15%
Over 90 Days
8%

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 APRIL 2020**

**OPERATING ACTIVITIES
NOTE 5
RATE REVENUE**

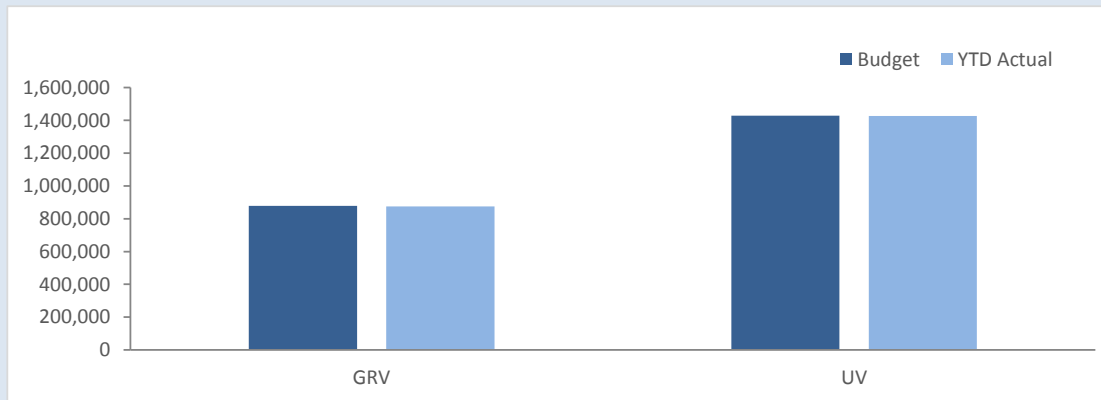
General Rate Revenue

RATE TYPE	Rate in	Number of Properties	Rateable Value	Budget			YTD Actual				
				Rate Revenue	Interim Rate	Back Rate	Rate Revenue	Interim Rates	Back Rates	Total Revenue	
	\$			\$	\$	\$	\$	\$	\$	\$	\$
Differential General Rate											
GRV	0.110160	744	7,953,721	876,206	2,000	1,000	879,206	876,206	-1,053	142	875,295
UV	0.007240	321	197,041,500	1,426,383	2,000	0	1,428,383	1,426,384	-376	0	1,426,007
	Minimum \$										
GRV	580	148	280,029	85,840	0	0	85,840	85,840	0	0	85,840
UV	580	63	3,270,037	36,540	0	0	36,540	36,540	0	0	36,540
Sub-Totals		1,276	208,545,287	2,424,969	4,000	1,000	2,429,969	2,424,969	-1,429	142	2,423,682
Discount							(86,105)				(86,849)
Amount from General Rates							2,343,864				2,336,833
Ex-Gratia Rates							12,394				12,393
Total General Rates							2,356,258				2,349,227

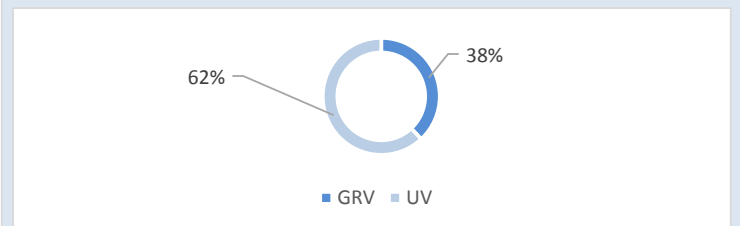
SIGNIFICANT ACCOUNTING POLICIES

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.

KEY INFORMATION



General Rates		
Budget	YTD Actual	%
\$2.34 M	\$2.34 M	100%

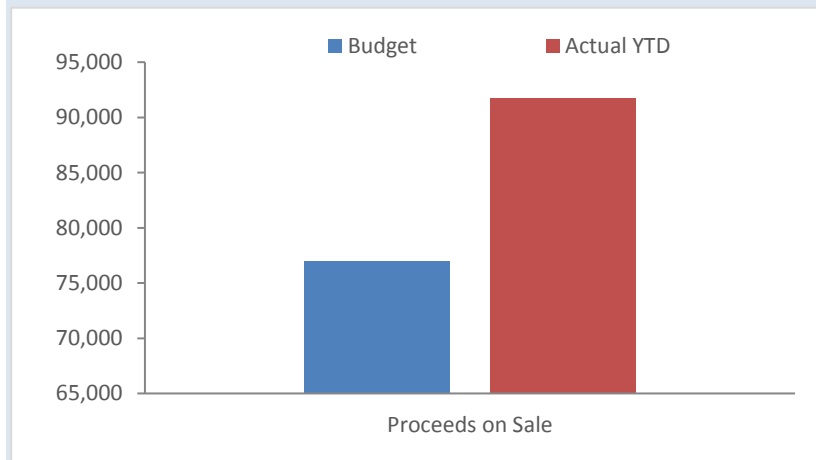


**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 APRIL 2020**

**OPERATING ACTIVITIES
NOTE 6
DISPOSAL OF ASSETS**

Asset Ref.	Asset Description	Budget				YTD Actual			
		Net Book Value	Proceeds	Profit	(Loss)	Net Book Value	Proceeds	Profit	(Loss)
		\$	\$	\$	\$	\$	\$	\$	\$
P01Y17	CEO Vehicle	25,000	28,000	3,000		30,589	32,233	1,644	
P80Y18	HACC Co-ordinator Vehicle	24,800	20,000		(4,800)	21,343	20,000		(1,343)
P14	Isuzu 13t Truck	27,000	29,000	2,000		47,479	35,455		(12,025)
	Toro Ride on Mower						2,273	2,273	
	ATV Cattleman Motorbike						1,373	1,373	
	Post Hole Digger						455	455	
		76,800	77,000	5,000	(4,800)	99,412	91,787	5,744	(13,368)

KEY INFORMATION



Proceeds on Sale		
Budget	YTD Actual	%
\$77,000	\$91,787	119%

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 APRIL 2020

INVESTING ACTIVITIES
NOTE 7
CAPITAL ACQUISITIONS

Capital Acquisitions	Annual Budget	YTD Budget	YTD Actual Total	YTD Budget Variance
	\$	\$	\$	\$
Land	(40,000)	(40,000)	(40,499)	(499)
Buildings	(25,000)	(25,000)	(11,780)	13,220
Plant & Equipment	(344,000)	(344,000)	(325,575)	18,425
Furniture & Equipment	(126,700)	(98,500)	(33,375)	65,125
Infrastructure - Roads	(1,746,917)	(1,620,000)	(837,437)	782,563
Footpaths	(131,000)	(85,000)	(43,666)	41,334
Infrastructure - Other	(330,000)	(228,000)	(112,502)	115,498
Capital Expenditure Totals	(2,743,617)	(2,440,500)	(1,404,834)	1,035,666

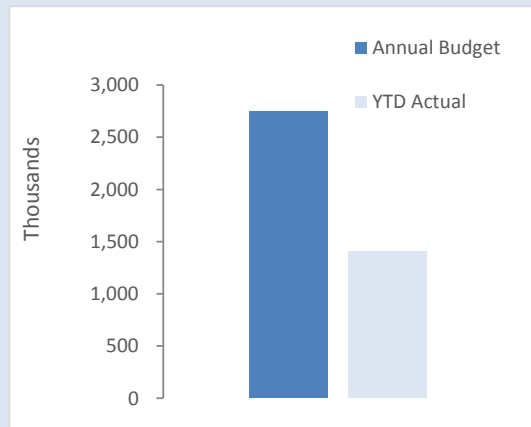
Capital Acquisitions Funded By:

	\$	\$	\$	\$
Capital grants and contributions	1,143,257	1,031,391	670,331	(361,061)
Other (Disposals & C/Fwd)	77,000	77,000	91,787	14,787
Cash Backed Reserves				
Recreation Development Reserve	15,000	0	0	0
Electronic Sign Reserve	10,250	0	0	0
Recreation Centre Equipment Reserve	4,000	0	0	0
Plant Replacement Reserve	90,000	0	0	0
Aerodrome Maintenance & Development Reserve	10,000	0	0	0
Refuse Waste Management Reserve	30,000	0	0	0
Land Development Reserve	40,000	0	0	0
Contribution - operations	1,324,110	1,332,109	642,716	(689,393)
Capital Funding Total	2,743,617	2,440,500	1,404,834	(1,035,666)

SIGNIFICANT ACCOUNTING POLICIES

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.

KEY INFORMATION



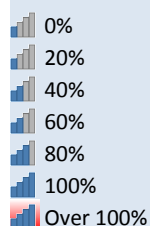
Acquisitions	Annual Budget	YTD Actual	% Spent
	\$2.74 M	\$1.4 M	51%
Capital Grant	Annual Budget	YTD Actual	% Received
	\$1.14 M	\$.67 M	59%

Level of completion indicator, please see table at the end of this note for further detail.

	Account Number	Annual Budget	YTD Budget	YTD Actual	YTD Variance
Capital Expenditure					
Land					
	Town Centre Development	E167784	(40,000)	(40,000)	(499)
			(40,000)	(40,499)	(499)
Buildings					
	Caravan Park Camp Kitchen	E167130	(15,000)	(15,000)	3,220
	Solar Panels - Various Buildings	E167430	(10,000)	(10,000)	0
			(25,000)	(11,780)	13,220
Plant & Equipment					
	CEO Vehicle (PO1)	E167700	(48,000)	(48,000)	6,404
	HACC Co-ordinator Vehicle	E167745	(30,000)	(30,000)	(1,613)
	2013 Toro Ride on Mower (P18)	E167769	(28,000)	(28,000)	3,021
	2010 Toyota Gardener Utility (P94)	PE1904	(24,000)	(24,000)	(803)
	Isuzu Truck 13t (P14)	PE1905	(185,000)	(185,000)	4,742
	Stump Grinder for Bobcat	PE1906	(9,000)	(9,000)	0
	All Terrain Utility / Gator (RTV P52)	PE1907	(20,000)	(20,000)	(2,325)
			(344,000)	(325,575)	18,425
Furniture & Equipment					
	Electronic Advertising Sign	E167278	(56,500)	(56,500)	0
	Rec Centre - Furniture Upgrades	E167284	(8,000)	(8,000)	(5,644)
	Wetlands Park - Playground Equipment	FE1902	(38,200)	(10,000)	(4,765)
	Water Standpipe Controller	FE1903	(18,000)	(18,000)	(20,521)
	Pallet Racking - Depot	E167458	(6,000)	(6,000)	(2,446)
			(126,700)	(98,500)	65,125
Infrastructure - Roads					
	Capital Works Program	E167103	(1,746,917)	(1,620,000)	(821,824)
	WANDRRA Capital Works	E147125	0	0	(15,613)
			(1,746,917)	(837,437)	782,563
Footpaths					
	Footpath Program	E167124	(131,000)	(85,000)	(43,666)
			(131,000)	(43,666)	41,334
Infrastructure - Other					
	Cemetery Upgrade	E167191	(50,000)	(50,000)	(45,020)
	Learn to Swim Pool Heating	E167757	(40,000)	(40,000)	(39,409)
	Town Centre Redevelopment - Library Parking Area	E167785	(130,000)	(30,000)	0
	Airport Development	IO1901	(40,000)	(40,000)	(2,444)
	Wetlands Park Pond Works	E167758	(10,000)	(10,000)	(75)
	Townscape	E167136	(60,000)	(58,000)	(25,554)
			(330,000)	(228,000)	112,502
			(330,000)	(112,502)	32,446
			(228,000)	(112,502)	115,498
Capital Expenditure Total			(2,743,617)	(2,440,500)	(1,404,834)
			(2,440,500)	(1,404,834)	1,035,666

KEY INFORMATION

Level of Completion Indicators



Percentage YTD Actual to Annual Budget
Expenditure over budget highlighted in red.

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 APRIL 2020**

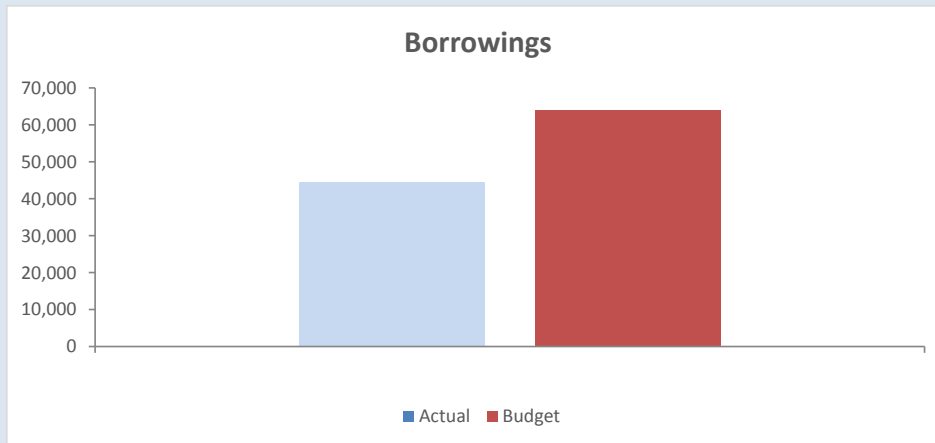
**FINANCING ACTIVITIES
NOTE 8
BORROWINGS**

Information on Borrowings Particulars	30 Jun 2019	New Loans		Principal Repayments		Principal Outstanding		Interest Repayments	
		Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget
	\$	\$	\$	\$	\$	\$	\$	\$	\$
Recreation and Culture									
Loan 131 - Recreation Centre Development	59,244	0	0	4,579	9,305	54,665	49,939	1,893	3,639
Loan 139 - Swimming Pool Redevelopment	227,284	0	0	9,436	12,662	217,848	214,622	8,591	11,374
Other Property and Services									
Loan 137 - Staff Housing	168,538	0	0	10,867	13,106	157,671	155,432	8,212	9,788
Loan 138 - Doctor Housing	87,159	0	0	10,268	10,268	76,891	76,891	5,306	5,306
	542,225	0	0	35,150	45,341	507,075	496,884	24,002	30,107
Self supporting loans									
Recreation and Culture									
Loan 141 - Wagin Ag Society (SSL)	155,507	0	0	9,308	18,758	146,199	136,749	2,364	4,586
	155,507	0	0	9,308	18,758	146,199	136,749	2,364	4,586
Total	697,732	0	0	44,458	64,099	653,274	633,633	26,366	34,693

All debenture repayments were financed by general purpose revenue.

KEY INFORMATION

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.

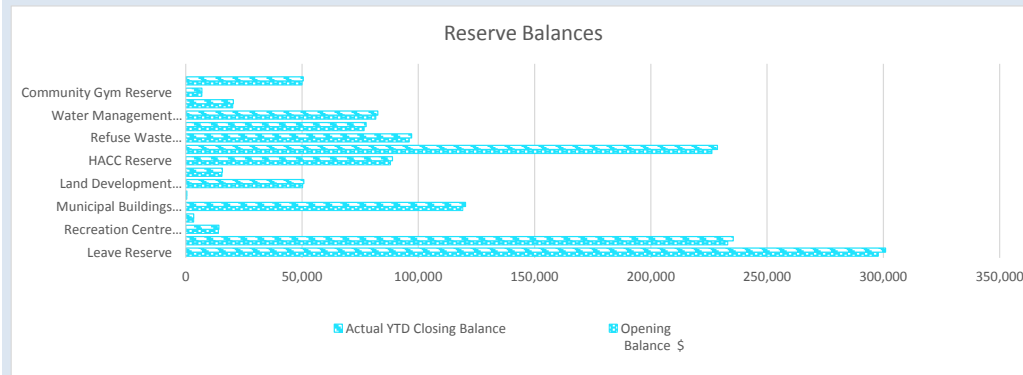


Principal Repayments	\$44,458
Interest Earned	\$36,958
Interest Expense	\$26,366
Reserves Bal	\$1.39 M
Loans Due	\$.65 M

Cash Backed Reserve

Reserve Name	Opening Balance	Budget Interest Earned	Actual Interest Earned	Budget Transfers In (+)	Actual Transfers In (+)	Budget Transfers Out (-)	Actual Transfers Out (-)	Budget Closing Balance	Actual YTD Closing Balance
	\$	\$	\$	\$	\$	\$	\$	\$	\$
Leave Reserve	297,855	7,446	3,061	0	0	(30,000)	0	275,301	300,917
Plant Replacement Reserve	233,074	5,827	2,396	40,000	0	0	0	278,901	235,469
Recreation Centre Equipment Reserve	14,078	352	145	1,800	0	(4,500)	0	11,730	14,222
Aerodrome Maintenance & Development Reserve	3,387	85	35	5,200	0	0	0	8,672	3,421
Municipal Buildings Reserve	119,105	2,978	1,224	0	0	(70,000)	0	52,083	120,329
Admin Centre Furniture, Equipment & IT Reserve	506	13	5	5,000	0	0	0	5,519	512
Land Development Reserve	50,296	1,257	517	0	0	(40,000)	0	11,553	50,813
Community Bus Reserve	15,592	390	160	2,000	0	0	0	17,982	15,753
HACC Reserve	88,031	2,201	905	0	0	(10,000)	0	80,232	88,936
Recreation Development Reserve	226,283	5,657	2,326	60,000	0	(50,000)	0	241,940	228,608
Refuse Waste Management Reserve	96,144	2,404	988	39,800	0	0	0	138,348	97,132
Refuse Site Rehabilitation Reserve	76,750	1,919	789	0	0	0	0	78,669	77,539
Water Management Reserve	81,772	2,044	840	0	0	(5,000)	0	78,816	82,613
Electronic Sign Reserve	20,249	251	208	0	0	(20,500)	0	0	20,457
Community Gym Reserve	6,914	173	71	5,500	0	0	0	12,587	6,985
Sportsground Precinct Redevelopment Reserve	50,000	1,250	514	30,000	0	0	0	81,250	50,514
Emergency/Bushfire Control Reserve	0	0	0	21,000	0	0	0	21,000	0
	1,380,040	34,247	14,184	210,300	0	(230,000)	0	1,394,587	1,394,222

KEY INFORMATION



Grants and Contributions

		Annual Budget	YTD Budget	YTD Actual	YTD Variance
Operating grants, subsidies and contributions					
General Purpose Funding					
Grants Commission - General	I032005	455,916	341,937	332,989	(8,948)
Grants Commission - Roads	I032010	219,016	164,262	171,788	7,526
Law, Order and Public Safety					
DFES Grant - Operating Bush Fire Brigade	I051010	56,550	42,414	41,012	(1,402)
DFES Grant - MAF Funding	I051070	21,000	21,000	15,500	(5,500)
DFES Grant - Operating SES	I051075	27,860	20,895	14,773	(6,122)
Education and Welfare					
HACC Recurrent Grant	I082010	289,545	217,158	317,109	99,951
Recreation and Culture					
Volunteering WA	I119030	950	950	941	(9)
Thank A Volunteer Grant	I119031	950	950	1,000	50
Lotterywest - Wagin Street Carnival	I119031	8,755	8,755	8,060	(695)
Transport					
Direct Road Grants	I121005	118,788	118,788	118,788	0
Operating Contributions					
Rec Centre Equipment Contributions	I113030	1,800	1,800	600	
Contribution to Woolorama	I119015	1,000	1,000	0	
Community Events Income	I119030	1,500	1,500	0	
Contribution - St Lighting	I121025	3,435	0	0	0
Operating grants, subsidies and contributions Total		1,207,065	941,409	1,022,560	84,851
Non-operating grants, subsidies and contributions					
Community Amenities					
Contributions to Cemetery Upgrade	I107025	8,000	8,000	0	(8,000)
Recreation and Culture					
Wetlands Park Playground Upgrade Contribution	I113040	28,200	0	0	0
Electronic Sign Contributions	I119020	35,000	35,000	50,000	15,000
CSRFF Grant - Swim Pool Stage 2	I112025	20,000	20,000	18,100	(1,900)
Transport					
Road Project Grants	I121010	307,605	246,084	246,084	0
Main Roads Bridge Grant	I121070	422,322	422,322	74,786	(347,536)
Roads To Recovery Grant	I121015	312,145	290,000	265,748	(24,252)
Regional Airports Development Scheme (RADs)	I126015	9,985	9,985	0	(9,985)
WANDRRA Storm Damage	I147125	0	0	15,613	15,613
Non-operating grants, subsidies and contributions Total		1,143,257	1,031,391	670,331	(361,061)
Grand Total		2,350,322	1,972,800	1,692,890	(276,210)

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 APRIL 2020**

**NOTE 11
OTHER FUNDS**

Funds held at balance date over which the Shire has no control and which are not included in this statement are as follows:

Description	TRUST ACCOUNT			Closing Balance 30 Apr 2020
	Opening Balance 01 Jul 2019	Amount Received	Amount Paid	
	\$	\$	\$	\$
In Lieu of Public Open Space	8,200	0	0	8,200
	8,200	0	0	8,200

Description	CASH MAXIMISER ACCOUNT			Closing Balance 30 Apr 2020
	Opening Balance 01 Jul 2019	Amount Received	Amount Paid	
	\$	\$	\$	\$
Deposits - Town Hall	1,100	200	(500)	800
Deposits - Community Bus	1,200	1,950	(2,550)	600
Deposits - Rec Ctr & EFP	2,362	3,193	(2,700)	2,855
Deposits - Animal Trap	0	100	(100)	0
BCITF	0	866	(866)	0
Deposit - Community Gym Key	3,000	1,230	(1,470)	2,760
Building Services Levy	0	1,802	(1,617)	185
Nomination Deposits	160	640	(640)	160
Pre-Paid Rates	0	0	0	0
Other Deposits	6,679	0	0	6,679
Unclaimed Monies	1,733	0	0	1,733
Transport Licensing	10,427	0	(10,427)	0
Bank Charges	0	0	0	0
Banking Errors	0	0	0	0
Deposit - Refuse Site Key	20	0	0	20
Staff Christmas Fund	4,060	3,360	(7,420)	0
Trust Accounts Receivable	-62	0	(142)	(204)
Cemetery Shelter Contributions	8,000	0	0	8,000
	38,679	13,341	(28,432)	23,588

SHIRE OF WAGIN
STATEMENT OF OPERATING INCOME AND EXPENDITURE
FOR THE PERIOD ENDED 30 APRIL 2020

COA	Description	Type	Annual Budget	YTD Budget	YTD Actual
General Purpose Funding					
Rate Revenue					
I031005	GRV	Inc	876,206	876,206	876,206
I031010	GRV Minimums	Inc	85,840	85,840	85,840
I031015	UV	Inc	1,426,384	1,426,384	1,426,384
I031020	UV Minimums	Inc	36,540	36,540	36,540
I031025	GRV Interim Rates	Inc	2,000	1,665	(1,053)
I031030	UV Interim Rates	Inc	2,000	2,000	(376)
I031035	Back Rates	Inc	1,000	500	142
I031040	Ex-Gratia Rates (CBH)	Inc	12,394	12,394	12,393
I031045	Discount Allowed	Inc	(86,105)	(86,105)	(86,849)
I031050	Instalment Admin Charge	Inc	8,000	8,000	4,737
I031055	Account Enquiry Fee	Inc	2,000	1,670	1,870
I031060	(Rate Write Offs)	Inc	(5,000)	(2,500)	(169)
I031065	Penalty Interest	Inc	12,000	9,000	9,597
I031070	Emergency Services Levy	Inc	113,467	113,467	113,215
I031075	ESL Penalty Interest	Inc	600	500	484
I031080	Instalment Interest	Inc	0	0	3,445
I031090	Rate Legal Charges	Inc	10,000	8,330	17,348
			2,497,326	2,493,891	2,499,754
E031005	Valuation Expenses	Exp	(10,000)	(9,800)	(8,572)
E031010	Legal Costs/Expenses	Exp	(1,000)	(750)	(959)
E031015	Title Searches	Exp	(600)	(500)	(418)
E031020	Rate Recovery Expenses	Exp	(10,000)	(8,100)	(16,023)
E031025	Printing Stationery Postage	Exp	(2,000)	(2,000)	(1,710)
E031030	Emergency Services Levy	Exp	(113,467)	(102,000)	(102,038)
E031040	Rate Refunds	Exp	(1,000)	(500)	0
E031041	Rates & Rubbish Waivers/Concessions	Exp	(2,923)	(2,923)	(2,810)
E031100	Administration Allocated	Exp	(90,583)	(75,490)	(75,490)
			(231,573)	(202,063)	(208,020)
Other General Purpose Funding					
I032005	Grants Commission General	Inc	455,916	341,937	332,989
I032010	Grants Commission Roads	Inc	219,016	164,262	171,788
I032020	Administration Rental	Inc	36,000	30,000	30,000
I032025	Photocopies, Publications, PA & Projector Hire	Inc	1,000	830	1,025
I032030	Reimbursements	Inc	100	100	0
I032035	SS Loans Interest & GFee Reimb.	Inc	5,786	2,986	2,907
I032040	Bank Interest	Inc	12,000	10,000	9,733
I032045	Reserves Interest	Inc	34,247	17,124	14,184
I032055	Commissions & Recoups	Inc	500	400	0
			764,565	567,639	562,626
E032005	Bank Fees and Charges	Exp	(11,000)	(9,170)	(8,685)
E032015	Interest on Loans	Exp	(34,694)	(26,366)	(26,366)
E032030	Audit Fees & Other Services	Exp	(22,000)	(14,000)	(23,691)
E032035	Administration Allocated	Exp	(88,383)	(73,650)	(73,650)
			(156,077)	(123,186)	(132,392)
Total General Purpose Income			3,261,891	3,061,530	3,062,379
Total General Purpose Expenditure			(387,650)	(325,249)	(340,412)
Governance					

COA	Description	Type	Annual Budget	YTD Budget	YTD Actual
Members of Council					
I041020	Other Income Relating to Members	Inc	1,000	500	0
			1,000	500	0
E041005	Sitting Fees	Exp	(18,000)	(13,500)	(16,625)
E041010	Training	Exp	(8,000)	(8,000)	(4,318)
E041015	Members Travelling	Exp	(1,000)	(750)	(547)
E041025	Election Expenses	Exp	(3,000)	(3,000)	(1,624)
E041030	Other Expenses	Exp	(5,000)	(4,500)	(3,588)
E041035	Conference Expenses	Exp	(12,000)	(12,000)	(8,113)
E041040	Presidents Allowance	Exp	(12,000)	(9,000)	(9,000)
E041045	Deputy Presidents Allowance	Exp	(3,000)	(2,250)	(2,250)
E041055	Refreshments and Receptions	Exp	(14,000)	(12,500)	(8,121)
E041060	Presentations	Exp	(2,500)	(2,500)	(3,026)
E041065	Insurance	Exp	(9,630)	(9,630)	(9,630)
E041070	Public Relations	Exp	(3,000)	(2,900)	(254)
E041075	Subscriptions	Exp	(25,200)	(25,200)	(31,269)
E041100	Administration Allocated	Exp	(108,766)	(90,640)	(90,640)
			(225,096)	(196,370)	(189,005)
Other Governance					
I042030	Profit on Sale of Asset	Inc	3,000	3,000	1,644
I042045	Admin Reimbursements	Inc	5,000	3,750	18,036
I042050	Paid Parental Leave Reimbursement	Inc	0	0	13,331
			8,000	6,750	33,011
E042005	Administration Salaries	Exp	(660,255)	(550,210)	(570,518)
E042008	Admin Leave/Wages Liability	Exp	0	0	0
E042010	Administration Superannuation	Exp	(68,951)	(57,460)	(60,577)
E042011	Loyalty Allowance	Exp	(8,580)	(7,150)	(5,720)
E042012	Housing Allowance Admin	Exp	(10,340)	(9,540)	(8,847)
E042015	Insurance	Exp	(23,073)	(23,073)	(23,073)
E042020	Staff Training	Exp	(14,000)	(11,670)	(4,061)
E042025	Removal Expenses	Exp	(8,000)	(8,000)	0
E042030	Printing & Stationery	Exp	(26,000)	(21,670)	(24,320)
E042035	Phone, Fax & Modem	Exp	(10,000)	(8,330)	(6,379)
E042040	Office Maintenance	Exp	(54,500)	(45,420)	(51,548)
E042045	Advertising	Exp	(8,000)	(6,670)	(5,842)
E042050	Office Equipment Maintenance	Exp	(3,000)	(2,500)	(1,458)
E042055	Postage & Freight	Exp	(4,000)	(3,330)	(2,867)
E042060	Vehicle Running Expenses	Exp	(7,500)	(6,840)	(9,694)
E042065	Legal Expenses	Exp	(3,000)	(1,500)	(2,286)
E042070	Garden Expenses	Exp	(10,000)	(8,330)	(12,258)
E042075	Conference & Training	Exp	(11,000)	(9,500)	(7,318)
E042080	Computer Support	Exp	(87,500)	(83,500)	(82,525)
E042085	Other Expenses	Exp	(1,500)	(1,500)	(917)
E042090	Administration Allocated	Exp	(198,000)	(165,000)	(165,000)
E042095	Fringe Benefits Tax	Exp	(10,000)	(7,500)	(14,940)
E042100	Staff Uniforms	Exp	(4,000)	(4,000)	(2,479)
E042120	Depreciation - Other Governance	Exp	(66,830)	(55,690)	(44,033)
E042125	Less Administration Allocated	Exp	1,109,529	924,630	924,630
E042155	Lease of Photocopier	Exp	(2,500)	(2,080)	(2,020)
E042160	CEO Recruitment	Exp	(8,000)	(8,000)	(8,684)
			(199,000)	(183,833)	(192,734)
Total Governance Income			9,000	7,250	33,011
Total Governance Expenditure			(424,096)	(380,203)	(381,738)

Law, Order & Public Safety

COA	Description	Type	Annual Budget	YTD Budget	YTD Actual
Fire Prevention					
I051010	BFB Operating Grant	Inc	56,550	42,414	41,012
I051015	Sale of Fire Maps	Inc	300	250	91
I051025	Reimbursements	Inc	3,000	2,250	200
I051030	Bush Fire Infringements	Inc	1,500	1,500	1,403
I051035	ESL Admin Fee	Inc	4,000	4,000	4,000
I051070	Other Bushfire Grants Income	Inc	21,000	21,000	15,500
I051075	SES Operating Grant	Inc	27,860	20,895	14,773
			114,210	92,309	76,979
E051005	BFB Operation Expenditure	Exp	(56,550)	(54,050)	(41,012)
E051010	Communication Mtce	Exp	(3,000)	(2,580)	(2,125)
E051015	Advertising & Other Expenses	Exp	(2,000)	(2,000)	(2,281)
E051020	Fire Fighting/Emergency Services Expenses	Exp	(2,000)	(2,000)	(4,925)
E051025	Town Block Burn Off	Exp	(5,000)	(5,000)	(9,890)
E051040	Other Bushfire Grants Expenditure	Exp	0	0	(15,700)
E051060	SES Operation Expenditure	Exp	(27,860)	(22,320)	(14,773)
E051100	Administration Allocated	Exp	(56,011)	(46,680)	(46,680)
E051190	Depreciation - Fire Prevention	Exp	(24,590)	(20,490)	(13,457)
			(177,011)	(155,120)	(150,843)
Animal Control					
I052005	Dog Fines and Fees	Inc	6,000	5,000	2,849
I052006	Cat Fines and Fees	Inc	300	250	258
I052010	Hire of Animal Traps	Inc	50	50	73
I052015	Dog Registration	Inc	7,500	7,000	4,983
I052016	Cat Registration	Inc	600	500	132
I052020	Reimbursements	Inc	500	375	0
			14,950	13,175	8,295
E052005	Ranger Salary	Exp	(12,000)	(10,000)	(10,812)
E052007	Ranger Telephone	Exp	(1,000)	(830)	(818)
E052010	Pound Maintenance	Exp	(2,450)	(2,230)	(1,993)
E052015	Dog Control Insurance	Exp	(240)	(240)	(239)
E052020	Legal Fees	Exp	(500)	(500)	0
E052025	Training & Conference	Exp	(2,000)	(2,000)	0
E052030	Ranger Services Other	Exp	(28,000)	(23,780)	(19,958)
E052035	Administration Allocated	Exp	(24,606)	(20,510)	(20,510)
E052190	Depreciation - Animal Control	Exp	(1,650)	(1,380)	(836)
			(72,446)	(61,470)	(55,166)
Other Law, Order & Public Safety					
I053005	Abandoned Vehicles/Fines	Inc	50	50	0
I053040	Safer Wagin Income	Inc	10,394	10,394	10,167
I053055	Reimbursements	Inc	0	0	471
I053075	Covert Cameras for CCTV System	Inc	0	0	14,211
			10,444	10,444	24,849
E053005	Abandoned Vehicles	Exp	(500)	(500)	0
E053010	Emergency Services	Exp	0	0	0
E053040	Safer Wagin Expenditure	Exp	(500)	(500)	(2,567)
E053045	CCTV & Security	Exp	(12,000)	(11,600)	(9,901)
E053055	Mosquito Control	Exp	(10,000)	(10,000)	(5,192)
			(23,000)	(22,600)	(17,660)
Total Law, Order & Public Safety Income			139,604	115,928	110,123
Total Law, Order & Public Safety Expenditure			(272,457)	(239,190)	(223,670)

Health

Maternal & Infant Health

COA	Description	Type	Annual Budget	YTD Budget	YTD Actual
E071005	Medical Centre Mtce - Infant Health Centre	Exp	(11,150)	(9,280)	(5,569)
			(11,150)	(9,280)	(5,569)
	Preventative Services - Admin & Inspections				
I074005	Food Licences & Fees	Inc	800	670	234
I074015	Contrib. Regional Health Scheme	Inc	46,000	38,330	39,694
			46,800	39,000	39,928
E074005	EHO Salary	Exp	(97,000)	(80,830)	(77,448)
E074008	EHO Leave/Wages Liability	Exp	0	0	0
E074010	EHO Superannuation	Exp	(9,650)	(8,040)	(8,174)
E074015	Other Control Expenses	Exp	(8,000)	(6,660)	(16,029)
E074020	EHO/Building Surveyor Vehicle Expenses	Exp	(5,000)	(4,400)	(3,888)
E074030	Conferences & Training	Exp	(3,000)	(3,000)	(3,593)
E074035	Loss on Sale of Asset	Exp	0	0	0
E074100	Administration Allocated	Exp	(25,001)	(20,830)	(20,830)
E074190	Depreciation - Prevent Services	Exp	(5,930)	(4,940)	(6,573)
			(153,581)	(128,700)	(136,535)
	Other Health				
I076010	Rent - Medical Centre-Dentist	Inc	3,856	3,210	3,210
I076015	Reimbursements - IPN Medical	Inc	1,198	0	0
I076020	Meeting Room Fees	Inc	3,500	2,920	3,063
I076040	Reimbursements - Dr Norris	Inc	700	0	0
			9,254	6,130	6,273
E076020	Medical Centre Mtce - Dr & Dentist Surgery	Exp	(14,585)	(12,150)	(9,028)
E076025	Depreciation - Other Health	Exp	(20,720)	(17,270)	(18,165)
E076030	Doctors Vehicle Mtce	Exp	(2,800)	(2,100)	(1,676)
E076040	IPN Medical Services	Exp	(47,365)	(35,523)	0
			(85,470)	(67,043)	(28,869)
	Health - Preventative Services				
E077010	Analytical Expenses	Exp	(460)	(460)	(463)
			(460)	(460)	(463)
	Total Health Income		56,054	45,130	46,200
	Total Health Expenditure		(250,661)	(205,483)	(171,434)
	Education & Welfare				
	Pre Schools				
I083035	Day Care Lease	Exp	7,559	6,300	6,918
I083036	Day Care Reimbursements	Exp	3,500	2,917	1,470
			11,059	9,217	8,388
E080010	Kindegarten Maintenance (Daycare)	Exp	(14,900)	(12,420)	(9,910)
E080190	Depreciation - Pre-Schools	Exp	(5,420)	(4,520)	(3,419)
			(20,320)	(16,940)	(13,329)
	Other Education				
E081020	School Oval Mtce	Exp	0	0	0
E081030	Contribution - Wagin Youth Care	Exp	(2,400)	(2,400)	(2,400)
			(2,400)	(2,400)	(2,400)
	HACC Program				
I082010	HACC Recurrent Grant	Inc	289,545	217,158	317,109
I082015	Meals on Wheels	Inc	20,000	16,670	3,643
I082020	HACC Fee for Service	Inc	35,000	29,170	43,737
I082030	Reimbursements	Inc	500	375	18
			345,045	263,373	364,507

COA	Description	Type	Annual Budget	YTD Budget	YTD Actual
E082010	Co-ordinator Salary	Exp	(65,000)	(54,170)	(50,304)
E082013	HACC Wages/Contract Liability	Exp	0	0	16,168
E082015	Home Mtce Salary	Exp	(19,000)	(15,830)	(22,242)
E082020	Respite Salaries	Exp	(600)	(600)	(205)
E082025	Home Help Salaries	Exp	(130,000)	(108,330)	(138,660)
E082030	Superannuation	Exp	(18,000)	(15,000)	(18,297)
E082035	Other Expenses	Exp	(3,000)	(2,550)	(1,780)
E082040	Travelling - Mileage	Exp	(17,000)	(14,170)	(22,899)
E082045	Staff Training	Exp	(1,500)	(1,500)	(524)
E082050	Staff Training Salaries	Exp	(2,500)	(1,875)	(648)
E082055	Subscriptions	Exp	(4,500)	(4,500)	(3,127)
E082060	Telephone & Postage	Exp	(3,000)	(2,570)	(1,961)
E082065	Advertising & Stationery	Exp	(500)	(390)	(673)
E082070	Insurance	Exp	(6,874)	(6,874)	(4,684)
E082075	Office Accommodation	Exp	(36,000)	(30,000)	(30,000)
E082080	Plant & Equipment Mtce	Exp	(7,000)	(6,170)	(6,785)
E082085	Consumable Supplies	Exp	(4,298)	(3,498)	(5,939)
E082090	Expenditure from Donations	Exp	(4,273)	(3,423)	(1,794)
E082100	Administration Allocated	Exp	(29,466)	(24,560)	(24,560)
E082110	Meals on Wheels Expenditure	Exp	(22,000)	(18,330)	(5,097)
E082120	Loss on Sale of Asset	Exp	(4,800)	(4,800)	(1,343)
E082130	Homecare COVID Funding Expenditure	Exp	0	0	(501)
E082190	Depreciation - HACC	Exp	(25,440)	(21,200)	(15,814)
			(404,751)	(340,340)	(341,669)
	Other Welfare				
I083010	Wagin Frail Aged Reimb	Inc	7,340	7,340	11,017
I083040	Other Welfare Income	Inc	0	0	2,505
			7,340	7,340	13,522
E083010	Wagin Frail Aged Exp	Exp	(7,340)	(7,340)	(11,360)
E083020	Comm. Aged Care Expenses	Exp	(39,394)	(29,397)	0
E083050	Other Welfare Exp	Exp	0	0	(1,915)
			(46,734)	(36,737)	(13,275)
	Total Education & Welfare Income		363,444	279,930	386,416
	Total Education & Welfare Expenditure		(474,205)	(396,417)	(370,672)
	Community Amenities				
	Sanitation - Household Refuse				
I101005	Domestic Collection	Inc	241,800	241,800	242,168
I102020	Refuse Site Fees	Inc	18,000	15,000	17,380
			259,800	256,800	259,548
E101005	Domestic Refuse Collection	Exp	(70,000)	(58,330)	(54,996)
E101010	Recycling Pick-Up	Exp	(66,000)	(55,000)	(52,340)
E101015	Refuse Site Mtce	Exp	(134,000)	(111,670)	(100,431)
E101025	Refuse Site Attendant	Exp	0	0	0
			(270,000)	(225,000)	(207,767)
	Sanitation - Other				
I102002	Commercial Collection Charges	Inc	65,000	65,000	63,511
I102005	Reimbursement Drummuster	Inc	4,000	4,000	0
I102010	Charges Bulk Rubbish	Inc	15,500	12,920	12,774
			84,500	81,920	76,285
E102005	Commercial Collection	Exp	(14,000)	(11,670)	(10,924)
E102010	Bulk Rubbish Collection	Exp	(15,500)	(12,920)	(13,086)
E101020	Chemical Drum Disposal Costs	Exp	(5,000)	(5,000)	(832)

COA	Description	Type	Annual Budget	YTD Budget	YTD Actual
E102190	Depreciation - Sanitation	Exp	(12,310)	(10,260)	(11,407)
			(46,810)	(39,850)	(36,249)
	Sewerage				
I104005	Septic Tank Fees	Inc	500	420	0
			500	420	0
E104005	Sewerage Treatment Plant	Exp	(500)	(500)	(55)
			(500)	(500)	(55)
	Regional Refuse Group				
E102007	Regional Refuse Group Expenses	Exp	0	0	0
			0	0	0
	Town Planning				
I106005	Planning Fees	Inc	3,500	2,920	1,916
			3,500	2,920	1,916
E106005	Town Planning Expenses	Exp	(35,000)	(29,170)	(22,141)
E106100	Administration Allocated	Exp	(31,934)	(26,610)	(26,610)
			(66,934)	(55,780)	(48,751)
	Other Community Amenities				
I107005	Cemetery Fees	Inc	12,000	10,000	9,720
I107010	Community Bus Income	Inc	4,000	3,330	3,282
I107025	Other Community Amenities Contributions	Inc	8,000	8,000	0
			24,000	21,330	13,002
E107005	Cemetery Mtce	Exp	(27,300)	(22,760)	(26,763)
E107010	Public Convenience Mtce	Exp	(65,700)	(54,760)	(52,877)
E107015	Community Bus Operating	Exp	(2,000)	(1,670)	(2,182)
E107100	Administration Allocated	Exp	(64,620)	(53,850)	(53,850)
E107190	Depreciation - Other Comm Amenities	Exp	(39,520)	(32,930)	(23,578)
			(199,140)	(165,970)	(159,250)
	Total Community Amenities Income		372,300	363,390	350,750
	Total Community Amenities Expenditure		(583,384)	(487,100)	(452,071)
	Recreation & Culture				
	Public Halls & Civic Centres				
I111005	Town Hall Hire	Inc	1,200	1,000	828
I111010	Reimbursements	Inc	100	100	0
I111015	Town Hall Lease -L Piesse	Inc	4,265	3,550	3,550
			5,565	4,650	4,378
E111005	Town Hall Mtce	Exp	(20,700)	(17,260)	(14,446)
E111010	Other Halls Mtce	Exp	(6,200)	(5,170)	(1,380)
E111190	Depreciation - Public Halls	Exp	(55,610)	(46,340)	(46,923)
			(82,510)	(68,770)	(62,749)
	Swimming Pool				
I112010	Swimming Pool Admission	Inc	35,000	35,000	29,318
I112015	Swimming Pool Miscellaneous Income	Inc	105	105	0
I112020	Reimbursements	Inc	600	600	0
I112025	CSRFF Grant - Swim Pool Stage 2	Inc	20,000	20,000	18,100
			55,705	55,705	47,418
E112005	Pool Staff Salary	Exp	(65,000)	(55,000)	(70,737)
E112008	Pool Leave/Wages Liability	exp	0	0	0
E112010	Superannuation	Exp	(6,000)	(5,000)	(8,469)

COA	Description	Type	Annual Budget	YTD Budget	YTD Actual
E112015	Swimming Pool Maintenance	Exp	(104,500)	(86,590)	(80,273)
E112020	Swimming Pool Other Expenses	Exp	(4,000)	(3,900)	(2,051)
E112190	Depreciation - Swimming Pools	Exp	(185,400)	(154,500)	(153,855)
			(364,900)	(304,990)	(315,385)
	Other Recreation & Sport				
I113005	Sportsground Rental	Inc	7,820	7,820	3,455
I113015	Power Reimbursements	Inc	6,000	4,600	2,846
I113020	Recreation Centre Hire	Inc	10,000	9,000	3,050
I113025	Reimbursements Other	Inc	500	500	3,911
I113030	Rec Centre Equipment Contributions	Inc	1,800	1,800	600
I113035	Sporting Club Leases	Inc	50	50	50
I113040	Other Recreation & Sport Contributions	Inc	28,200	0	0
I113055	Eric Farrow Pavillion Hire	Inc	2,000	1,670	2,448
I113065	Community Gym Membership	Inc	11,200	10,800	10,114
			67,570	36,240	26,474
E113005	Sportsground Mtce	Exp	(103,250)	(86,040)	(90,114)
E113010	Sportsground Building Mtce	Exp	(23,100)	(19,260)	(16,770)
E113015	Wetlands Park Mtce	Exp	(59,700)	(49,760)	(61,077)
E113020	Parks & Gardens Mtce	Exp	(56,300)	(46,930)	(46,212)
E113025	Puntapin Rock Mtce	Exp	(2,600)	(2,170)	(846)
E113030	Recreation Centre Mtce	Exp	(49,700)	(41,410)	(41,159)
E113035	Rec Staff Salaries	Exp	(22,000)	(17,000)	(9,160)
E113038	Rec Staff Leave/Wages Liability	Exp	0	0	0
E113040	Superannuation	Exp	(2,200)	(1,830)	(762)
E113045	Other Expenses	Exp	(1,500)	(1,500)	(877)
E113050	Norring Lake Mtce	Exp	(3,100)	(2,640)	(1,790)
E113065	Eric Farrow Pavilion Mtce	Exp	(22,800)	(19,000)	(20,217)
E113070	Rec Centre Sports Equipment	Exp	(2,000)	(1,000)	0
E113095	Community Gym Expenditure	Exp	(5,700)	(4,870)	(4,789)
E113100	Administration Allocated	Exp	(99,515)	(82,930)	(82,930)
E113190	Depreciation - Other Rec & Sport	Exp	(233,950)	(194,960)	(194,416)
			(687,415)	(571,300)	(571,119)
	Library				
I115005	Lost Books	Inc	50	50	0
I115010	Reimbursements	Inc	100	100	0
			150	150	0
E115005	Library Staff Salaries	Exp	(48,000)	(40,000)	(37,527)
E115008	Library Leave/Wages Liability	Exp	0	0	0
E115015	Library Building Mtce	Exp	(7,730)	(6,450)	(6,874)
E115020	Library Other Expenses	Exp	(11,410)	(10,500)	(3,881)
E115190	Depreciation - Libraries	Exp	(1,550)	(1,290)	(1,166)
			(68,690)	(58,240)	(49,448)
	Other Culture				
I116035	Long Table Experience Income	Inc	0	0	0
I119015	Contribution to Woolorama	Inc	1,000	1,000	0
I119020	Reimbursements	Inc	35,100	35,100	50,000
I119030	Community Events Income	Inc	3,450	3,450	1,468
I119031	Other Culture Grant Funds	Inc	9,705	9,705	9,060
			49,255	49,255	60,528
E116005	Subsidy Woolorama Committee	Exp	(500)	(500)	(500)
E116010	Woolorama Costs & Maintenance	Exp	(60,450)	(50,370)	(64,303)
E116015	Community Centre Mtce	Exp	(10,100)	(8,420)	(5,366)
E116020	Historical Village	Exp	(2,900)	(2,420)	(1,976)
E116035	Long Table Experience Expenditure	Exp	0	0	0
E116045	Community Development Events	Exp	(26,155)	(25,095)	(24,937)

COA	Description	Type	Annual Budget	YTD Budget	YTD Actual
E116046	Community Development Equipment Maintenance	Exp	(500)	(500)	(181)
E116055	Other Culture Grant Funds Exp	Exp	0	0	0
E116190	Depreciation - Other Culture	Exp	(3,300)	(2,750)	(2,743)
			(103,905)	(90,055)	(100,006)
Total Recreation & Culture Income			178,245	146,000	138,798
Total Recreation & Culture Expenditure			(1,307,420)	(1,093,355)	(1,098,709)
Transport					
Streets Roads Bridges & Depot Construction					
I121005	Direct Road Grants	Inc	118,788	118,788	118,788
I121010	Road Project Grants	Inc	307,605	246,084	246,084
I121015	Roads to Recovery Grant	Inc	312,145	290,000	265,748
I121020	Reimbursements	Inc	1,000	1,000	23
I121025	Contribution - St Lighting	Inc	3,435	0	0
I121070	Main Roads Bridge Grant	Inc	422,322	422,322	74,786
I147125	Storm Damage Reimbursements	Inc	0	0	15,613
			1,165,295	1,078,194	721,042
Streets Roads Bridges & Depot Maintenance					
I122055	Diesel Fuel Rebate Income	Inc	45,000	37,500	36,076
			45,000	37,500	36,076
E122005	Road Maintenance	Exp	(125,000)	(104,170)	(78,702)
E122006	Maintenance Grading	Exp	(175,000)	(145,840)	(167,556)
E122007	Rural Tree Pruning	Exp	(100,000)	(97,010)	(94,069)
E122008	Rural Spraying	Exp	(15,000)	(15,000)	(11,402)
E122009	Town Site Spraying	Exp	(30,000)	(26,330)	(16,275)
E122010	Depot Mtce	Exp	(23,000)	(19,170)	(18,412)
E122011	Town Reserve & Verg Mtce	Exp	(2,000)	(1,900)	(2,546)
E122012	Bridge & Drainage Mtce	Exp	(22,500)	(19,500)	(15,707)
E122015	Rural Numbering	Exp	(100)	(100)	0
E122020	Footpath Mtce	Exp	(5,000)	(4,500)	0
E122025	Street Cleaning	Exp	(42,000)	(35,000)	(26,883)
E122030	Street Trees	Exp	(55,000)	(52,860)	(78,298)
E122035	Traffic & Street Signs Mtce	Exp	(4,000)	(3,330)	(2,556)
E122045	Townscape	Exp	(20,000)	(17,110)	(6,219)
E122050	Crossovers	Exp	(500)	(500)	0
E122055	RoMan Data Collection	Exp	(6,000)	(6,000)	(6,087)
E122060	Street Lighting	Exp	(68,000)	(56,670)	(48,101)
E122090	Grafitti Removal	Exp	(1,000)	(1,000)	0
E122100	Administration Allocated	Exp	(49,203)	(41,000)	(41,000)
E122190	Depreciation - Roads	Exp	(1,703,750)	(1,419,790)	(1,524,065)
E147120	Storm Damage - Not Claimable	Exp	0	0	(200)
			(2,447,053)	(2,066,780)	(2,138,078)
Road Plant Purchases					
I122100	Profit on Sale of Asset	Inc	3,000	3,000	4,100
			3,000	3,000	4,100
E123010	Loss on Sale of Asset	Exp	(1,000)	(1,000)	(12,025)
			(1,000)	(1,000)	(12,025)
Aerodrome					
I126015	Aerodrome Reimbursements	Inc	9,985	9,985	0
I126020	Aerodrome Hangar Lease	Inc	8,310	8,310	8,684
			18,295	18,295	8,684
E126005	Aerodrome Maintenance	Exp	(9,400)	(7,830)	(7,354)
E126190	Depreciation - Aerodromes	Exp	(35,570)	(29,640)	(29,887)
			(44,970)	(37,470)	(37,241)

COA	Description	Type	Annual Budget	YTD Budget	YTD Actual
	Total Transport Income		1,231,590	1,136,989	769,901
	Total Transport Expenditure		(2,493,023)	(2,105,250)	(2,187,342)
	Economic Services				
	Rural Services				
I131020	Landcare Reimbursements	Inc	700	580	62,777
			700	580	62,777
E131020	Landcare	Exp	(25,700)	(25,580)	(87,776)
E131030	Rural Towns Program	Exp	(20,000)	(16,740)	(14,521)
E131100	Administration Allocated	Exp	(15,827)	(13,190)	(13,190)
E131140	Water Management Plan / Harvesting	Exp	(5,000)	(4,330)	(6,449)
E131190	Depreciation - Rural Services	Exp	(1,030)	(860)	0
			(67,557)	(60,700)	(121,936)
	Tourism & Area Promotion				
I132005	Caravan Park Fees	Inc	80,000	71,000	57,129
I132010	Reimbursements	Inc	1,000	700	235
I132015	RV Area Fees	Inc	8,000	7,300	5,185
I132035	Tourism Income	Inc	0	0	0
			89,000	79,000	62,549
E132015	Caravan Park Manager Salary	Exp	(25,000)	(20,830)	(24,530)
E132020	Caravan Park Mtce	Exp	(52,000)	(43,360)	(38,310)
E132010	Wagin Tourism Committee	Exp	0	0	(235)
E132025	Subsidy Historic Village	Exp	(8,460)	(8,460)	(8,460)
E132035	RV Area Maintenance	Exp	(5,000)	(4,420)	(6,214)
E132040	Tourism Promotion & Subscripts	Exp	(15,000)	(11,000)	(7,998)
E132050	Administration Allocated	Exp	(60,177)	(50,150)	(50,150)
E132190	Depreciation - Tourism	Exp	(10,860)	(9,050)	(8,729)
			(176,497)	(147,270)	(144,626)
	Building Control				
I133005	Building Licenses	Inc	5,000	4,170	3,182
			5,000	4,170	3,182
	Other Economic Services				
I134005	Water Sales	Inc	20,000	16,670	46,778
			20,000	16,670	46,778
E134005	Water Supply - Standpipes	Exp	(25,000)	(20,830)	(36,127)
E134190	Depreciation - Other Economic Services	Exp	0	0	(675)
			(25,000)	(20,830)	(36,802)
	Total Economic Services Income		114,700	100,420	175,285
	Total Economic Services Expenditure		(269,054)	(228,800)	(303,365)
	Other Property & Services				
	Private Works				
I141005	Private Works Income	Inc	20,000	16,670	10,627
			20,000	16,670	10,627
E141005	Private Works	Exp	(10,000)	(8,330)	(4,285)
E141100	Administration Allocated	Exp	(5,636)	(4,700)	(4,700)
			(15,636)	(13,030)	(8,985)
	Public Works Overheads				

COA	Description	Type	Annual Budget	YTD Budget	YTD Actual
I143020	Reimbursements	Inc	617	617	2,715
			617	617	2,715
E143005	Engineering Salaries	Exp	(92,500)	(77,080)	(79,185)
E143007	Engineering Administration Salaries	Exp	(45,000)	(37,500)	(50,719)
E143008	Works Leave/Wages Liability	Exp	0	0	0
E143009	Housing Allowance Works	Exp	(16,390)	(15,390)	(15,467)
E143015	CEO's Salary Allocation	Exp	(55,309)	(46,090)	(64,270)
E143020	Engineering Superannuation	Exp	(93,551)	(77,960)	(80,453)
E143025	Engineering - Other Expenses	Exp	(5,000)	(4,300)	(2,050)
E143030	Sick Holiday & Allowances Pay	Exp	(180,000)	(162,000)	(128,899)
E143045	Insurance on Works	Exp	(32,298)	(32,298)	(32,298)
E143050	Protective Clothing	Exp	(8,000)	(7,400)	(3,776)
E143055	Fringe Benefits	Exp	(1,000)	0	0
E143060	CEO's Vehicle Allocation	Exp	(1,000)	(830)	(543)
E143065	MOW - Vehicle Expenses	Exp	(7,000)	(5,590)	(5,046)
E143075	Telephone Expenses	Exp	(1,500)	(1,250)	(1,392)
E143080	Staff Licenses	Exp	(500)	(400)	(132)
E143085	Safety Equipment & Meetings	Exp	(4,000)	(3,750)	(1,381)
E143090	Conferences & Courses	Exp	(1,500)	(1,500)	0
E143095	Staff Training	Exp	(16,000)	(15,670)	(13,109)
E143105	Administration Allocated	Exp	(943)	(790)	(790)
E143200	LESS PWOH ALLOCATED	Exp	561,491	467,920	436,878
			0	(21,878)	(42,632)
Plant Operation Costs					
I144005	Sale of Scrap	Inc	1,500	1,500	182
I144010	Reimbursements	Inc	8,000	7,000	3,013
			9,500	8,500	3,195
E144010	Fuel & Oils	Exp	(140,000)	(116,670)	(115,761)
E144020	Tyres & Tubes	Exp	(20,000)	(16,670)	(6,773)
E144030	Parts & Repairs	Exp	(50,000)	(41,670)	(47,258)
E144040	Plant Repair - Wages	Exp	(40,000)	(33,330)	(28,558)
E144050	Insurance and Licences	Exp	(30,000)	(30,000)	(29,032)
E144060	Expendable Tools-Consumables only	Exp	(10,000)	(8,000)	(8,592)
E144075	Minor Plant & Equipment <\$5000	Exp	(8,000)	(8,000)	(6,376)
E144065	MV Insurance Claim Expenses	Exp	(1,000)	(1,000)	0
E144200	LESS POC ALLOCATED-PROJECTS	Exp	299,000	249,180	215,315
			0	(6,160)	(27,035)
Salaries & Wages					
E146010	Gross Salaries, Allowances & Super	Exp	(2,250,000)	(1,875,000)	(2,040,732)
E146200	Less Sal , Allow, Super Allocated	Exp	2,250,000	1,875,010	2,040,732
			0	10	0
Unclassified					
I147005	Commission - Vehicle Licensing	Inc	46,000	38,330	34,493
I147035	Banking errors	Inc	0	0	461
I147050	Council Staff Housing Rental	Inc	20,280	16,900	15,924
I147065	Insurance Reimbursement	Inc	5,000	5,000	0
I147070	Council Housing Reimbursements	Inc	3,000	1,500	3,275
I147120	Charge on Private use of Shire Vehicle	Inc	4,680	3,900	3,930
I147121	Reimbursement - Community Requests	Inc	0	0	0
			78,960	65,630	58,083
E147015	Community Requests & Events - CEO Allocation	Exp	(6,000)	(5,700)	(4,989)
E147035	Banking Errors	Exp	0	0	(225)
E147050	Council Housing Maintenance	Exp	(72,350)	(60,254)	(58,380)
E147055	Consultants	Exp	(58,000)	(58,000)	(35,985)
E147070	4WD Resource Sharing Group	Exp	(2,500)	(1,850)	(232)

COA	Description	Type	Annual Budget	YTD Budget	YTD Actual
E147090	Building Maintenance	Exp	(8,000)	(6,700)	(2,099)
E147100	Administration Allocated	Exp	(160,858)	(134,050)	(134,050)
E147115	Occupational Health & Safety (OHS)	Exp	(4,000)	(3,650)	(90)
E147130	Depreciation - Unclassified	Exp	(31,230)	(26,030)	(25,872)
E147150	Community Requests Budget	Exp	(29,000)	(18,900)	(4,859)
E147151	Community Donations/Sponsorship	Exp	(3,500)	(3,500)	(2,000)
			(375,438)	(318,634)	(268,781)
	Total Other Property & Services Income		109,077	91,417	74,619
	Total Other Property & Services Expenditure		(391,074)	(359,692)	(347,436)
	Total Income		5,835,905	5,347,984	5,147,482
	Total Expenditure		(6,853,024)	(5,820,739)	(5,876,849)
	Net Deficit (Surplus)		(1,017,119)	(472,755)	(729,367)

**SHIRE OF WAGIN
STATEMENT OF PAYMENTS
FOR THE PERIOD ENDED 30 APRIL 2020**

Cheque	Date	Name	Description	Amount
Municipal Account List of Payments				
EFT Payments				
EFT9422	02/04/2020	Australian Services Union	Payroll deductions	(25.90)
EFT9423	02/04/2020	Shire Of Wagin Payroll Creditors	Payroll deductions	(180.00)
EFT9424	02/04/2020	Wagin Woodanilling Landcare Zone	Payroll deductions	(42.00)
EFT9425	09/04/2020	AAA Asphalt Surfaces	2x Bulka Bags of Coldmix	(935.00)
EFT9426	09/04/2020	AMPAC Debt Recovery	Commissions and Costs for the Month of March 2020	(4,640.30)
EFT9427	09/04/2020	Al Antz Electrical	Replace Lights above Counter and CSO Desk - Admin Office, Disconnect Cabling over Office Door - SES	(350.90)
EFT9428	09/04/2020	Alexander Galt And Co Pty Ltd	Hardware Supplies	(3,277.20)
EFT9429	09/04/2020	Australia Post	Postage - March 2020, PO Box Renewal - SES	(259.25)
EFT9430	09/04/2020	BKS Electrical Pty Ltd	Locate Telstra Cable on Jalaran Road, Upgrades to Camera Connections - CCTV	(7,403.23)
EFT9431	09/04/2020	Beaurepaires	Repair Flat Tyre - Toro Mower (P43)	(30.00)
EFT9432	09/04/2020	Bitutek Pty Ltd	2x Drums of Emulsion - Road Maintenance, Two Coat Seal - 3km on Dongolocking Road, Two Coat Seal - 2km on Jalaran Road	(158,985.86)
EFT9433	09/04/2020	Boc Gases	R020D2 Oxygen, R020G Oxygen, R040G Dissolved Acetylene, R065E2 Argoshield, Container Service Charge 27/02/2020 - 28/03/2020	(7.80)
EFT9434	09/04/2020	Boya Equipment Pty Ltd	Oil Filter, 2x Trans Filters & 20L Oil - Kubota RTV (P52), Engine Oil, Trans Filter & 3x Blades - Kubota Mower (P18)	(489.45)
EFT9435	09/04/2020	Core Business Australia	WANDRRA Quarterly Estimates as per DFES	(220.00)
EFT9436	09/04/2020	Covs Parts Pty Ltd	Set of Brake Pads & Oil Filter - Toyota Hilux (P25)	(84.60)
EFT9437	09/04/2020	Cr Phillip Blight	Members Sitting Fees, Communication Allowance & Presidents Allowance	(4,000.00)
EFT9438	09/04/2020	Exurban	Town Planning Consulting Services - March 2020	(2,143.11)
EFT9439	09/04/2020	Forkwest/Westate	Repairs to Engine (Cutting out when Hot) - Forklift (P51)	(996.88)
EFT9440	09/04/2020	Great Southern Fuel Supply	Unleaded Fuel for Darkan HACC Vehicle	(49.01)
EFT9441	09/04/2020	Great Southern Waste Disposal	Management of Facility & Refuse Collection - March 2020	(22,494.69)
EFT9442	09/04/2020	Halanson Earthmoving	Construct Drain along inside of Gavin Kirk's Property - Jalaran Road	(10,395.00)
EFT9443	09/04/2020	Hammersley Refrigeration	Servicing of Air Conditioner Systems - Admin Office, Rec Centre, Swimming Pool, EFP, Library, Works Depot, Medical Centre & Community Gvm	(2,833.60)
EFT9444	09/04/2020	IT Vision	Excel Integration 27 March 2020 - Tegan Hall	(165.00)
EFT9445	09/04/2020	MCG Fire Services	Service Fire Equipment - Plants & Vehicles	(3,166.90)
EFT9446	09/04/2020	Marleys Diesel & Ag	3x 20L Hydraulic Oil, 205L Engine Oil, 20L Gear Oil - Works Depot, 8x Lock Tabs - Bomag Roller (P15), Oil Filter & 2x Fuel Filters - Dynapac Roller (P19)	(1,550.60)
EFT9447	09/04/2020	NNT Uniforms	Uniform Order - Tegan Hall	(39.00)
EFT9448	09/04/2020	Narrogin Furnishings	2x Roller Blind Block Out Including Fitting - 5 Marks Court	(500.00)
EFT9449	09/04/2020	Narrogin Packaging And Motorcycles	Carton of Medium Disposable Gloves - Street Cleaning	(62.80)
EFT9450	09/04/2020	OCLC (UK) Ltd	Amlib Annual Maintenance 28/02/2020 - 27/02/2021	(1,603.80)
EFT9451	09/04/2020	Perth Clinical Neuropsychology Services	Work Medical Assessments	(1,900.00)
EFT9452	09/04/2020	Quick Corporate	Stationary Order - April 2020	(478.06)
EFT9453	09/04/2020	Rachael Aujard	Community Gym Refund - Re: Covid-19 Closure	(25.00)
EFT9454	09/04/2020	Ray Ford Signs	Plaque in Recognition of the Community Donations in the Construction of the Wagin Cemetery Shelter	(96.70)
EFT9455	09/04/2020	Sherryl Maree Chilcott	Members Sitting Fees & Communication Allowance	(500.00)
EFT9456	09/04/2020	T-Quip	2x Belts & Pulley - Toro Mower (P43)	(339.10)
EFT9457	09/04/2020	The West Australian	Wagin Woolorama Feature Wrap Advertising - Great Southern Herald and Narrogin Observer 5 March 2020 Edition, Advertising of the Annual Electors Meeting on the 24 March 220 - Narrogin Observer 12 March 2020 Edition	(372.80)
EFT9458	09/04/2020	Toll Express	Delivery Charges	(10.73)
EFT9459	09/04/2020	WA Contract Ranger Services Pty Ltd	Ranger Services 23/03/2020, 24/03/2020, 25/03/2020, 1/04/2020 & 2/04/2020	(1,496.00)
EFT9460	09/04/2020	Wagin District Farmers Co-operative	Catering & Cleaning Supplies - March 2020, Woolorama Event Refreshments	(657.20)
EFT9461	09/04/2020	Wagin General Practice	Flu Vaccinations - 9x Works, 2x Library, 7x Homecare & 9x Admin, Doctors Appointment - Ranger	(439.95)
EFT9462	09/04/2020	Wagin Meats	2x Sleeves of Angel Burgers & Sausages - Woolorama Event Refreshments	(89.00)
EFT9463	09/04/2020	Wagin Truck Centre	Repairs to Rear Axel, Oil Leaks & Rear Brakes - Bomag Roller (P15)	(7,603.65)
EFT9464	09/04/2020	Wallis Computer Solutions	Agreement Fusion - Admin Office - April 2020, NBN - Admin Office, Library & Rec Centre - April 2020	(455.18)
EFT9465	09/04/2020	Western Stabilisers	Cement Stabilise 12,000m2 - Dongolocking Road, Cement Stabilise 11,620m2 - Jalaran Road	(99,969.76)
EFT9466		See Trust Account List of Payments		
EFT9467		See Trust Account List of Payments		
EFT9468		See Trust Account List of Payments		
EFT9469		See Trust Account List of Payments		
EFT9470		See Trust Account List of Payments		
EFT9471		See Trust Account List of Payments		
EFT9472		See Trust Account List of Payments		
EFT9473		See Trust Account List of Payments		
EFT9474	09/04/2020	Mirpin Farm Pty Ltd	Rates Refund for Assessment A2165 LOT 2775 QUEEREARRUP RD WEDGECARRUP 6315	(5,751.45)
EFT9475	16/04/2020	Australian Services Union	Payroll deductions	(25.90)
EFT9476	16/04/2020	Shire Of Wagin Payroll Creditors	Payroll deductions	(180.00)
EFT9477	16/04/2020	Wagin Woodanilling Landcare Zone	Payroll deductions	(42.00)
EFT9478	21/04/2020	Australian Taxation Office	March 2020 BAS	(9,577.00)

EFT9479	24/04/2020	Alexander Galt And Co Pty Ltd	Hardware Supplies	(386.10)
EFT9480	24/04/2020	Australian Communications Authority	Land Mobile/CBRS Repeater on Conding Hill Piesseville	(46.00)
EFT9481	24/04/2020	Bitutek Pty Ltd	2x Drums of Emulsion - Road Maintenance	(493.35)
EFT9482	24/04/2020	C & D Cutri	Repair Bullock Hills Bridge 4658 - Scour Works, Earthworks & Concrete Base	(29,150.00)
EFT9483	24/04/2020	Command A Com	Maintenance Renewal Charges 5/05/2020 - 5/08/2020, Shire Administration Office, Works Depot, Rec Centre & Library - Phone and Fax Service	(478.17)
EFT9484	24/04/2020	Corsign WA Pty Ltd	1x Street Sign (Burgundy with Ram symbol) - Stott Road including Brackets	(57.64)
EFT9485	24/04/2020	Cresswells Department Store	Table - Caravan Park Camp Kitchen	(125.00)
EFT9486	24/04/2020	Department Of Fire & Emergency Services	2019/2020 ESL Quarter 3	(34,039.96)
EFT9487	24/04/2020	Doms Delicatessen Of Wagin	80x Bread Rolls - Thank A Volunteer Event	(64.00)
EFT9488	24/04/2020	Donna George	Reimbursement for Staff Uniform	(129.00)
EFT9489	24/04/2020	Entire Fire Management	Progress Claim - Hazard Reduction Burn (Eco-conscious) Mount Latham, Wagin	(17,050.00)
EFT9490	24/04/2020	Fire & Safety WA	Various Replacement Fittings - BFB Standpipe Trailers	(3,361.98)
EFT9491	24/04/2020	Gregory Robert Ball	Member Sitting Fees, Communication Allowance, Deputy Presidents Allowance & Travel Expenses	(1,227.60)
EFT9492	24/04/2020	Hall Electrical & Data Services	Service And Sanitise Air Conditioner - 5 Marks Court	(88.00)
EFT9493	24/04/2020	Hammersley Refrigeration	Service Air Con - Landmark Building at Showgrounds	(181.50)
EFT9494	24/04/2020	IGA X-press	Receipt Book - Caravan Park, Newspapers & Milk	(64.63)
EFT9495	24/04/2020	JR & A Hersey Pty Ltd	2x 15kg Bags of Rags - Works Depot	(71.50)
EFT9496	24/04/2020	Komatsu Australia Pty Ltd	20x Grader Blades	(1,769.68)
EFT9497	24/04/2020	Landgate - Midland	Rural UV General Reevaluation 2019/2020	(7,192.02)
EFT9498	24/04/2020	Liberty Oil Australia Pty Ltd	8000L Diesel	(7,706.40)
EFT9499	24/04/2020	Market Creations	SynergyOnline Annual Licensing & Support Subscription: Rates Online Payments to 30/06/2021	(3,564.00)
EFT9500	24/04/2020	Marleys Diesel & Ag	Grease Gun Hose & Nozzle - Komatsu Grader (P12)	(17.25)
EFT9501	24/04/2020	Metal Artwork Creations	1x Brushed Metal Gold Name Plate In The Name Of Bill Atkinson - Acting Chief Executive Officer	(18.04)
EFT9502	24/04/2020	Momar Australia Pty Ltd	5x 5L Superpine - Public Conveniences	(1,045.00)
EFT9503	24/04/2020	Narrogin Quarry Operations	36 Tonne 80-150 Ballast - Bullock Hills Bridge	(1,306.80)
EFT9504	24/04/2020	Narrogin Technology Solutions	2x SPS-SC165 USB Head Set - Admin Office	(298.00)
EFT9505	24/04/2020	Narrogin Toyota	Taillight Lens - Toyota Hilux (P25), Oil Filter - Toyota Hilux (P94)	(84.01)
EFT9506	24/04/2020	Peter Webster	Fridge - Caravan Park Camp Kitchen	(60.00)
EFT9507	24/04/2020	Quick Corporate	Stationary Order - March & April 2020	(317.19)
EFT9508	24/04/2020	Ray Ford Signs	1x 'No Entry' Sign - Usil Lane, 2x 'Entry Only' & 2x 'Exit Only' Signs - Community Centre Parking	(167.75)
EFT9509	24/04/2020	Shane De Souza	Reimbursement for Work Pants - 2019/2020 Allowance	(88.00)
EFT9510	24/04/2020	Trevor Brandy	Reimbursement of Supplies for 14 Gordon Street Residence - 4L Permapave Iron Grey, 15L Interior Paint, 260g Spakfilla & 450g Caulk, EHO Utility & Communications Allowance - April 2020	(568.00)
EFT9511	24/04/2020	Tutt Bryant Equipment - WA	4x Safety Plate & 2x Lock Ring - Bomag Roller (P15)	(381.68)
EFT9512	24/04/2020	Visual Effects	Framing Of 3x Australia Day Awards and 1x Sportsperson Of The Year 2020	(580.00)
EFT9513	24/04/2020	WA Contract Ranger Services Pty Ltd	Ranger Services 6/04/2020 & 14/04/2020	(935.00)
EFT9514	24/04/2020	Wagin Gas Electrics	Repair Lights - Trots Stalls	(148.50)
EFT9515	24/04/2020	Wagin Mechanical Repairs	Service - Wedgecarup Fire Truck, Oil Filter - Isuzu Dmax (P04)	(1,438.00)
EFT9516	24/04/2020	Western Australian Local Government Association	Local Government eLearning 12 month subscription - all (5) five Council Member Essentials Training April 2020	(4,000.00)
EFT9517	24/04/2020	Wren Oil	900L Oil Waste Disposal	(165.00)
EFT9518	30/04/2020	Australian Services Union	Payroll deductions	(25.90)
EFT9519	30/04/2020	Shire Of Wagin Payroll Creditors	Payroll deductions	(150.00)
EFT9520	30/04/2020	Wagin Woodanilling Landcare Zone	Payroll deductions	(42.00)
EFT Payments Total				(476,024.01)
Cheque Payments				
5317	09/04/2020	Bronwyn Hegarty	Members Sitting Fees & Communication Allowance	(562.50)
5318	09/04/2020	Cr David Reed	Members Sitting Fees & Communication Allowance	(437.50)
5319	09/04/2020	David Ian Atkins	Members Sitting Fees & Communication Allowance	(312.50)
5320	09/04/2020	Elders Rural Services Australia Limited	2x 20L Glyphosate 450 - Town Site Spraying	(231.00)
5321	09/04/2020	Jason Paul Reed	Members Sitting Fees & Communication Allowance	(562.50)
5322	09/04/2020	Synergy	Electricity Usage	(6,690.33)
5323	09/04/2020	Wade Joseph Longmuir	Members Sitting Fees & Communication Allowance	(375.00)
5324	09/04/2020	Wagin Pharmacy	3x Hand Sanitiser - Admin Office & Wagin Homecare	(89.97)
5325	24/04/2020	Synergy	Electricity Usage	(15,461.54)
5326	24/04/2020	Telstra	Admin Office Phones, Faxes and Staff Mobiles - March 2020	(3,646.23)
				(28,369.07)
Direct Debit Payments				
DD3838.18	01/04/2020	National Australia Bank	Merchant Statement March 2020	(289.86)
DD3838.19	01/04/2020	Department Of Transport	Daily Licensing Takings 30/03/2020	(301.45)
DD3828.1	02/04/2020	Walgspl	Payroll deductions	(4,799.71)
DD3828.10	02/04/2020	Hostplus	Superannuation contributions	(438.10)
DD3828.11	02/04/2020	Mlc Superannuation	Superannuation contributions	(323.60)
DD3828.12	02/04/2020	North Personal Superannuation	Superannuation contributions	(227.34)
DD3828.13	02/04/2020	Sunsuper	Superannuation contributions	(88.26)
DD3828.2	02/04/2020	Prime Super	Superannuation contributions	(410.90)
DD3828.3	02/04/2020	Bt Super	Payroll deductions	(693.58)
DD3828.4	02/04/2020	Macquarie Super	Superannuation contributions	(222.33)
DD3828.5	02/04/2020	Oneanswer Personal Super	Superannuation contributions	(106.00)
DD3828.6	02/04/2020	Rest Administration	Superannuation contributions	(753.32)
DD3828.7	02/04/2020	Hesta Super Fund	Superannuation contributions	(341.35)
DD3828.8	02/04/2020	Australian Super Administration	Superannuation contributions	(755.27)
DD3828.9	02/04/2020	BT Panorama	Superannuation contributions	(261.34)
DD3838.20	02/04/2020	Department Of Transport	Daily Licensing Takings 31/03/2020	(886.05)
DD3874.1	03/04/2020	Department Of Transport	Daily Licensing Takings 01/04/2020	(6,577.10)
DD3874.12	06/04/2020	Department Of Transport	Daily Licensing Takings 02/04/2020	(2,415.40)

DD3874.20	07/04/2020	Department Of Transport	Daily Licensing Takings 03/04/2020	(4,297.50)
DD3874.21	08/04/2020	Department Of Transport	Daily Licensing Takings 06/04/2020	(4,997.80)
DD3874.22	09/04/2020	Department Of Transport	Daily Licensing Takings 07/04/2020	(2,102.20)
DD3874.23	14/04/2020	Department Of Transport	Daily Licensing Takings 08/04/2020	(3,488.80)
DD3874.24	15/04/2020	Department Of Transport	Daily Licensing Takings 09/04/2020	(2,907.25)
DD3850.1	16/04/2020	Walgspl	Payroll deductions	(4,855.48)
DD3850.10	16/04/2020	BT Panorama	Superannuation contributions	(399.32)
DD3850.11	16/04/2020	Hostplus	Superannuation contributions	(439.41)
DD3850.12	16/04/2020	Mlc Superannuation	Superannuation contributions	(331.21)
DD3850.13	16/04/2020	North Personal Superannuation	Superannuation contributions	(227.34)
DD3850.14	16/04/2020	Sunsuper	Superannuation contributions	(59.25)
DD3850.2	16/04/2020	CBUS Superannuation	Superannuation contributions	(157.05)
DD3850.3	16/04/2020	Prime Super	Superannuation contributions	(407.10)
DD3850.4	16/04/2020	Bt Super	Payroll deductions	(693.58)
DD3850.5	16/04/2020	Macquarie Super	Superannuation contributions	(206.56)
DD3850.6	16/04/2020	Oneanswer Personal Super	Superannuation contributions	(112.54)
DD3850.7	16/04/2020	Rest Administration	Superannuation contributions	(708.50)
DD3850.8	16/04/2020	Hesta Super Fund	Superannuation contributions	(237.66)
DD3850.9	16/04/2020	Australian Super Administration	Superannuation contributions	(806.66)
DD3874.25	16/04/2020	Department Of Transport	Daily Licensing Takings 14/04/2020	(1,768.25)
DD3874.26	17/04/2020	Department Of Transport	Daily Licensing Takings 15/04/2020	(2,825.45)
DD3874.2	20/04/2020	Department Of Transport	Daily Licensing Takings 16/04/2020	(1,116.10)
DD3874.3	20/04/2020	Western Australian Treasury Corporation	Loan Repayment 138 April 2020	(7,787.04)
DD3874.4	21/04/2020	Department Of Transport	Daily Licensing Takings 17/04/2020	(5,010.95)
DD3874.5	21/04/2020	Aussie Broadband Pty Ltd	Broadband April 2020	(290.00)
DD3874.7	22/04/2020	Department Of Transport	Daily Licensing Takings 20/04/2020	(3,629.85)
DD3874.6	23/04/2020	Messages On Hold Australia Pty Ltd	Provision of Programming and Equipment 23/01/2020 - 22/04/2020	(239.09)
DD3874.8	23/04/2020	Department Of Transport	Daily Licensing Takings 21/04/2020	(837.95)
DD3874.10	24/04/2020	Department Of Transport	Daily Licensing Takings 22/04/2020	(2,499.35)
DD3874.9	24/04/2020	Western Australian Treasury Corporation	Loan Repayment 137 April 2020	(1,907.86)
DD3874.11	27/04/2020	Classic Finance Pty Ltd	Photocopier Lease Payment April 2020	(222.20)
DD3874.13	28/04/2020	Department Of Transport	Daily Licensing Takings 23/04/2020	(5,980.25)
DD3874.14	29/04/2020	Department Of Transport	Daily Licensing Takings 24/04/2020	(1,592.25)
DD3874.15	29/04/2020	National Australia Bank	NAB Connect Fee	(47.98)
DD3863.1	30/04/2020	Walgspl	Payroll deductions	(4,728.08)
DD3863.10	30/04/2020	BT Panorama	Superannuation contributions	(202.57)
DD3863.11	30/04/2020	Hostplus	Superannuation contributions	(445.30)
DD3863.12	30/04/2020	Mlc Superannuation	Superannuation contributions	(324.87)
DD3863.13	30/04/2020	North Personal Superannuation	Superannuation contributions	(227.34)
DD3863.14	30/04/2020	Sunsuper	Superannuation contributions	(55.24)
DD3863.2	30/04/2020	CBUS Superannuation	Superannuation contributions	(188.71)
DD3863.3	30/04/2020	Prime Super	Superannuation contributions	(407.57)
DD3863.4	30/04/2020	Bt Super	Payroll deductions	(693.58)
DD3863.5	30/04/2020	Macquarie Super	Superannuation contributions	(217.60)
DD3863.6	30/04/2020	Oneanswer Personal Super	Superannuation contributions	(113.29)
DD3863.7	30/04/2020	Rest Administration	Superannuation contributions	(709.42)
DD3863.8	30/04/2020	Hesta Super Fund	Superannuation contributions	(237.66)
DD3863.9	30/04/2020	Australian Super Administration	Superannuation contributions	(762.79)
DD3874.16	30/04/2020	National Australia Bank	Merchant Statement April 2020	(187.16)
DD3874.17	30/04/2020	Department Of Transport	Daily Licensing Takings 28/04/2020	(3,810.50)
Direct Debit Payments				(96,392.42)
Municipal Account List of Payments Total				(600,785.50)
Trust Account List of Payments				
EFT Payments				
EFT9466	09/04/2020	Abdellah Aourir	COMMUNITY GYM KEY BOND REFUND	(30.00)
EFT9467	09/04/2020	Ben Strasdat	COMMUNITY GYM KEY BOND REFUND	(30.00)
EFT9468	09/04/2020	HM & MJ Ward	VENUE HIRE BOND REFUND	(300.00)
EFT9469	09/04/2020	Jeffrey Miller	COMMUNITY GYM KEY BOND REFUND	(30.00)
EFT9470	09/04/2020	John Paul Sentero	COMMUNITY GYM KEY BOND REFUND	(30.00)
EFT9471	09/04/2020	Rachael Aujard	COMMUNITY GYM KEY BOND REFUND	(30.00)
EFT9472	09/04/2020	Thomas Cruddace	COMMUNITY GYM KEY BOND REFUND	(30.00)
EFT9473	09/04/2020	Wagin Adult Riders Club	VENUE HIRE BOND REFUND	(300.00)
EFT Payments Total				(780.00)
Cheque Payments				
2538	6/04/2020	Building And Energy	App # 99829 Ryan Scardetta	(56.65)
2539	6/04/2020	Shire Of Wagin	App # 99829 Ryan Scardetta	(5.00)
2540	24/04/2020	Geoffrey Kenneth Benjamin West	COMMUNITY GYM KEY BOND REFUND	(30.00)
2541	24/04/2020	Luke Normington	COMMUNITY BUS BOND REFUND	(150.00)
Cheque Payments Total				(241.65)
Trust Account List of Payments Total				(1,021.65)
Credit Card List of Payments				
Chief Executive Officer - Peter Webster				
Credit Card	16/03/2020	WA Police	Police Clearance for HACC	(55.10)
Credit Card	2/04/2020	Westnet	Internet Charges	(224.87)
Credit Card	14/04/2020	NAB	Card Fee	(9.00)
Chief Executive Officer - Peter Webster Total				(288.97)
Deputy Chief Executive Officer - Brian Roderick				
Credit Card	16/03/2020	Expedia.com	Accommodation for EHO	(110.00)
Credit Card	26/03/2020	Freshway Supplies	Vacuum Cleaner Bags for Admin Office	(28.95)
Credit Card	14/04/2020	NAB	Card Fee	(9.00)
Deputy Chief Executive Officer - Brian Roderick Total				(147.95)
Manager of Works - Allen Hicks				
Credit Card	25/03/2020	Agparts Warehouse	Fire Hose Reel for P42	(495.00)

Credit Card	27/03/2020	Bunnings	Wall Mounted Key Safe for Pound	(35.00)
Credit Card	2/04/2020	Cummins	Thermostat for Bomag Roller	(165.20)
Credit Card	14/04/2020	NAB	Card Fee	(9.00)
Manager of Works - Allen Hicks Total				(704.20)
Manager of Finance - Tegan Hall				
Credit Card	19/03/2020	Aussie Broadband	NBN Charges - Works Depot, Rec Centre, Admin Office & Library	(290.00)
Credit Card	14/04/2020	NAB	Card Fee	(9.00)
Manager of Finance - Tegan Hall Total				(299.00)
Credit Card List of Payments Total				(1,440.12)

12. REPORTS OF OFFICERS

12.1 WORKS AND SERVICES REPORT – APRIL 2020

PROPONENT:	Manager of Works
OWNER:	Shire of Wagin
LOCATION/ADDRESS:	Shire of Wagin
AUTHOR OF REPORT:	Manager of Works
SENIOR OFFICER:	Chief Executive Officer
DATE OF REPORT:	15 May 2020
PREVIOUS REPORT(S):	20 April 2020
DISCLOSURE OF INTEREST:	Nil
FILE REFERENCE:	Nil
ATTACHMENTS:	Nil

CONSTRUCTION CREW:

Installed kerbing – Trent/Trench Street intersection, Usil Lane and Cemetery
Replace kerbing – Cowcher and Tudor Streets
Extend culverts on Beaufort Road
Installed footpaths – Usil Lane as per Main Roads Specs.

UPCOMING WORKS:

Airfield sand seal Taxi Way end of April.
Install footpaths - Cowcher and Tudor Streets.
Re-align intersection on Norring / Lime Lake West Road.

ROAD MAINTENANCE:

The Road Maintenance Crew have attended public requests, general road maintenance issues including blow-outs and fallen trees as they arise.
Maintenance Grading is being carried out when weather permits.

TOWN MAINTENANCE:

The Town Crew have been undertaking community request works, removing fallen trees, cleaning out drains, patching pot-holes and other general works.

PLANT / MACHINERY:

General servicing has been carried out on the Shire plant and mechanical repairs as required.
All plant repairs and servicing are up to date.

COUNCILLOR'S INFORMATION

Date	Meter Reading (m3)	Pumping Rate (L/S)	Pressure Main Gauge (KPA)	Water Level (M)
Nalder Street Bore				
09-Jan-20	573165.00	2.33	375.00	26.80
05-Feb-20	574965.00	2.16	400.00	25.50
09-Mar-20	580656.00	2.16	375.00	26.50
07-Apr-20	585879.00	2.16	375.00	26.40
14-May-20	592058.00	2.33	350.00	28.30
6179				1.9
Victor Street Bore				
09-Jan-20	673725.00	1.68	350.00	16.00
05-Feb-20	677524.00	1.66	350.00	15.50
09-Mar-20	683657.00	1.67	350.00	16.00
07-Apr-20	687486.00	1.66	350.00	16.00
14-May-20	691941.00	1.67	330.00	15.70
4455				-0.3
Warwick Street Bore				
09-Jan-20	55516.00	2.60	325.00	8.40
05-Feb-20	558812.00			8.40
09-Mar-20	560200.00	2.60	325.00	9.40
07-Apr-20	562879.00	2.50	325.00	8.00
14-May-20	564109.00	2.83	350.00	8.00
1230				0

CONSULTATION / COMMUNICATION:

NIL

STATUTORY / LEGAL IMPLICATIONS:

NIL

POLICY IMPLICATIONS:

NIL

FINANCIAL IMPLICATIONS:

NIL

STRATEGIC IMPLICATIONS:

NIL

VOTING REQUIREMENTS:

Simple Majority

OFFICERS RECOMMENDATION

Moved: Cr.

Seconded: Cr.

That Council receive the Manager of Works Officer report for the month of April 2020.

Carried

PLANT REPORT – APRIL 2020						
PLANT	OPERATOR	PURCHASE DATE	KM / HOURS	SERVICE DUE	REGO	COMMENTS
ISUZU D-MAX WAGON P-01	B ATKINSON	29/10/2019	12,775	15,000	W.1	
ISUZU D-MAX WAGON P-02	B RODERICK	1/11/2018	33,795	40,000	W.001	
ISUZU D MAX P-04	A HICKS	30/06/2017	83,930	91,000	W.1008	
MAZDA CX5 - P-05	P VAN MARSEVEEN	15/03/2018		40,000	W.1479	
HOLDEN COMMODORE P-08	T BRANDY	6/11/2018	50,963	58,000	W.10000	
WCM LOADER P-09	REFUSE SITE	30/06/2012	3,059	3,350	W.10292	
KOMATSU GRADER P-10	S DESOUZA	20/10/2014	6,099	6,500	W.284	
KOMATSU LOADER P-11	D HOYSTED	21/03/2018	2,079	2,500	W.10707	
KOMATSU GRADER P-12	J LYDEKER	15/01/2019	1,377	1,500	W.041	
ISUZU TRUCK P-14	S HISKINS	3/12/2019	12,241	20,000	W.1002	
BOMAG ROLLER P-15	B DAVIES	3/01/2008	8,769	8,800	W.7862	
ISUZU TRUCK P-16	VARIOUS	19/10/2010	72,737	85,000	W.1012	
KUBOTA MOWER P-18	M TITO	31/10/2019	58	200		
VIB ROLLER P-19	VARIOUS	3/01/2008	1,601	2,100	W.841	
JOHN DEERE P-20	VARIOUS	9/02/2006	3,728	3,750	W.9618	
ISUZU P-21	J LYDEKER	17/03/2017	52,357	57,000	W.676	
JOHN DEERE P-22	E WALLAS	10/08/2016	343	350	W.487	
TOYOTA UTE P-24	VARIOUS	16/09/2010	113,169	120,000	W.1010	
TOYOTA UTE P-25	E WALLAS	16/09/2010	101,362	110,000	W.1001	
TRITON UTE P-26	M TITO	14/11/2014	60,468	75,000	W.1022	
TRITON UTE P-27	J PRAETZ	6/11/2014	73,529	75,000	W.1007	
MAHINDRA P-38	L STANBRIDGE	21/01/2016	52,001	60,000	W.1044	
BOBCAT P-39	VARIOUS	17/09/2013	3,241	3,250	W.10553	
ISUZU TRUCK P-40	VARIOUS	29/03/2019	27,544	40,000	W.437	
ISUZU TRUCK P-42	J CHAMBERLAIN	6/02/2014	159,657	160,000	W.1015	
TORO MOWER P-43	M TITO	12/09/2013	928	1,000		
CAT BACKHOE P-47	VARIOUS	21/09/2015	5,034	5,500	W.10552	
TENNANT SWEEPER P-48	J PRAETZ	16/10/2015	2,009	2,050	W.10554	
MULTIPAC ROLLER P-49	B DAVIES	9/01/2017	1,877	2,000	W.860	
TOYOTA UTE P-50	T SIMMS	15/12/2017	25,803	40,000	W.924	
FORKLIFT P-51	VARIOUS	30/11/2018	16,312	30/11/2020	W.10729	
KUBOTA RTV P-52	VARIOUS	31/10/2019	99	250		
TOYOTA UTE P-85	S DESOUZA	20/08/2010	115,418	120,000	W.863	
TOYOTA UTE P-94	J YATES	23/10/2019	10,970	20,000	W.10796	

12.2 ENVIRONMENTAL HEALTH OFFICER/BUILDING SURVEYOR REPORT –APRIL 2020

PROPONENT:	Shire of Wagin
OWNER:	Shire of Wagin
LOCATION/ADDRESS:	Shire of Wagin
AUTHOR OF REPORT:	Environmental Health Officer / Building Surveyor
SENIOR OFFICER:	Chief Executive Officer
DATE OF REPORT:	8 May 2020
PREVIOUS REPORT(S):	N/A
DISCLOSURE OF INTEREST:	Nil
FILE REFERENCE:	N/A
ATTACHMENTS:	Nil

BRIEF SUMMARY:

Development Report – April

BACKGROUND/COMMENT:

Report provided monthly for Councils information consisting of Planning, Building and Health activities for the month of April.

Development Applications:

BUILDING PERMITS - ONE RECEIVED from Department of Finance.

Permit No.	Owner	Builder	Location	Description	Value	Fees
	Education Department	Cambercentric Pty Ltd	Lot 306 (10) Ranford Street Wagin	Upgrade of Administration Block	\$139,242	Nil

BUILDING FINALS (BA7)

Nil

CERTIFICATES OF OCCUPANCY

Nil

HEALTH COMPLAINTS

Noise compliant – base music from neighbouring property in Omdurman street.

Noise complaint – loud music Upland Street – Police attended and issued a Noise abatement direction under section 81 of the Environmental Protection Act.

Waste Water discharge notification – Tudhoe Street, Wagin.

Medical Waste found in street bins – source traced to visitor staying in the area with a dialysis issue, the person was apologetic for creating the issue.

13 Traverse Street – As part of a current works order under the Local Government Act – the tenant of 13 Traverse Street have moved out. Contact was made with the owners who indicated a relative who is a carpenter will be moving in once the boarder restrictions are lifted and will be repairing the premises to a liveable standard.

Planning Advise

Building envelope request for shed on lot 2199 Harris Road.

Clearing issues – Sirdar Street - Responding to a complaint regarding removal of all trees on a specific lot, contact was made with the new block owner of his intentions with the lot. The new owner indicated that the leaves were a nuisance to his neighbouring residence and that he may wish to place a dam on the block at some stage in the future.

I advised the applicant that he would require Planning approval due to the fact, that a dam is not consistent with the land use provision for a residential lot and may not be considered favourable.

Wagin Airport Hanger inquiry – the applicant was advised Planning approval would be required due to the compliance with the Wagin Airport Master Plan and with regards to a Bush Fire Attack Level Assessment (BALs) an assessment would not be necessary. A fire distancing set back of 3.0m would be required also.

Commercial Undercover Area – *120 Tudhoe Street, due to the total roof area exceeding 540m2, Planning consideration is being requested for the applicant together with more precise plans.*

Food Recalls/Complaints

There was 1 recall notice issued by the Health Department of WA, recalls were issued due to microbial contamination of mycotoxin patulin.

Food sampling

Approval to commence once again – products to be tested are ready to eat foods for microbial content.

Covid – 19 Updates

With the impending opening of restaurants and cafes to be permitted to allow sit down meals, a mandatory course has been proposed by the Australian Hotels Association to be competed upon approval. Discussions are being finalised between the Health Department and the Australian Hotels Association on who will be policing this new requirement.

POLICY IMPLICATIONS:

Nil

FINANCIAL IMPLICATIONS:

Associated Building and Health Fees

STRATEGIC IMPLICATIONS:

Nil

VOTING REQUIREMENTS:

Simple

OFFICERS RECOMMENDATION

Moved: Cr.

Seconded: Cr.

That Council receive the Environmental Health Officer / Building Surveyors Report for the month of April 2020.

Carried

12.3 DEPUTY CHIEF EXECUTIVE OFFICER REPORT – APRIL 2020

PROPONENT:	Deputy Chief Executive Officer
OWNER:	Deputy Chief Executive Officer
LOCATION/ADDRESS:	Shire of Wagin
AUTHOR OF REPORT:	Deputy Chief Executive Officer
SENIOR OFFICER:	Chief Executive Officer
DATE OF REPORT:	20 th May 2020
PREVIOUS REPORT(S):	22 nd April 2020
DISCLOSURE OF INTEREST:	Nil
FILE REFERENCE:	Nil
ATTACHMENTS:	

BRIEF SUMMARY:

The following report details the activities that fall under the control of the DCEO for the months April and May 2020.

SPORTSGROUND DEVELOPMENT:

The final Sportsground Feasibility Study Report/Masterplan has been emailed out to all interested clubs and groups and also made available to the community.

A final community meeting to discuss the report and options moving forward was scheduled for 5.30pm Thursday 26th March at the Eric Farrow Pavilion. However, after discussion with the Shire President and CEO, we feel that due to the current circumstances regarding the Covid-19 pandemic we believe it would be more worthwhile postponing the meeting.

We will be looking at holding the meeting in late June early July once Government restrictions have been further eased.

CORPORATE SERVICES:

Covid-19 Update

With the State Government restrictions being eased and the introduction of Phase 2 of the COVID-19 WA roadmap on the 18th May, the following is applicable to Council facilities

Wagin Library and Gallery	– Now open normal hours with a maximum of 4 patrons at any one time
Eric Farrow Pavilion -	Available for hire and use with a maximum of 20 persons
Wagin Town Hall -	Available for hire and use with a maximum of 20 persons
Wagin Recreation Centre-	Can be used and for some fitness and sporting purposes with a maximum of 20 persons. Please contact the Shire
Wagin Skate Park and Playgrounds -	Remain closed until further State Government notification
Wagin Community Gym -	Remain closed until further State Government notification

Staff – As a result of the Covid 19 Pandemic

Council's Works Admin Officer and Manager of Finance are now working back in the office so no staff are working from home.

The Librarian and the casual library assistant re-commenced duties at the Library on Monday 18th May.

The Swimming Pool / Rec Manager has taken annual leave as is now carrying out a few hours a week with Winter Maintenance on the Swimming Pool and is back operating the Recreation Centre on a limited basis.

Finance

The Manager of Finance has commenced the preparation for the 2020/2021 Budget process, she has prepared a Budget Time-table and emailed it to all Councillors.

A Finance and General Purposes Committee meeting was held on 19th May and the minutes of that meeting is contained in this agenda.

After some misinformation from the Office of Auditor General's contract auditors a correct Audit report for the 2018/2019 financial year has been re-issued. This will now be inserted in the Annual Report for last year.

There are a number of Corporate Services tasks and plans that require undertaking in the next few months. These include a desk top review of Council's Strategic Community and Corporate Business Plan, updating the Long Tern Financial and Asset Management plans, a review of the Workforce Plan, Financial Management Review, Reg 17 Audit (Risk Management) and a review of Council's Delegation Register.

There is a significant amount of work in the above and the completion of these tasks will depend on meeting and work restrictions around the current Covid-19 pandemic.

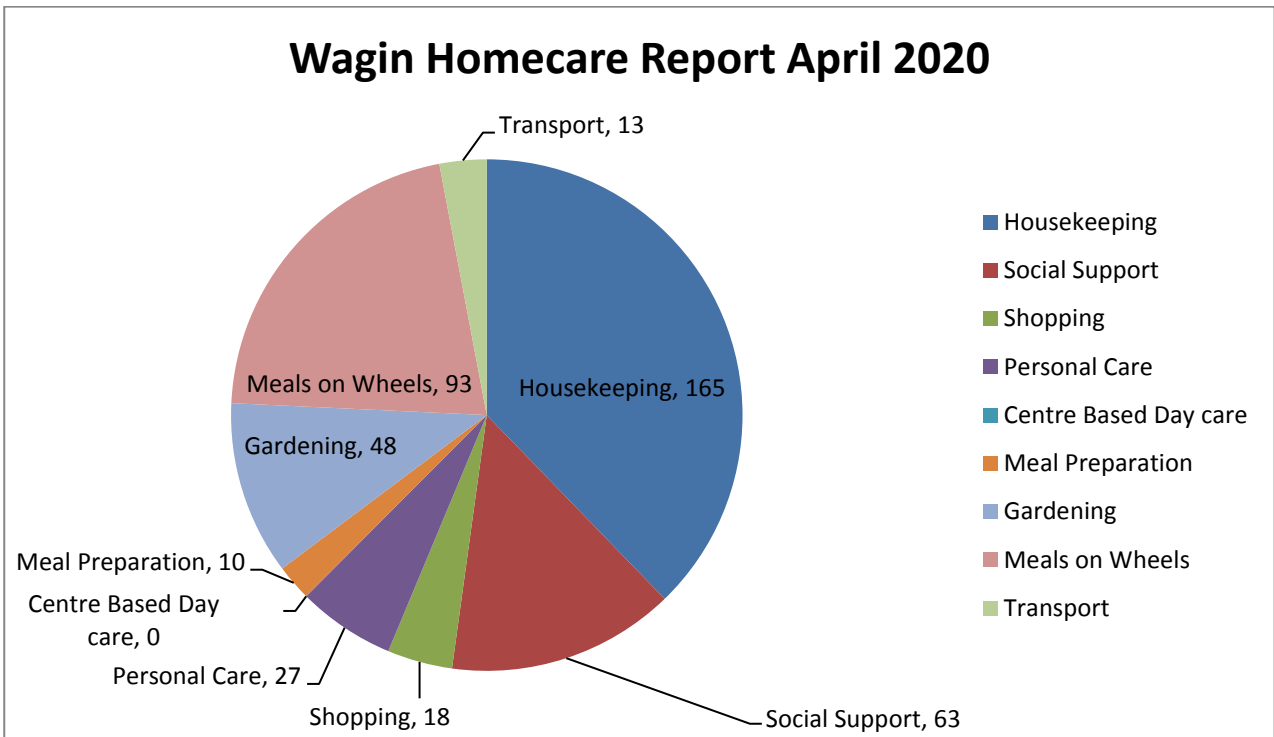
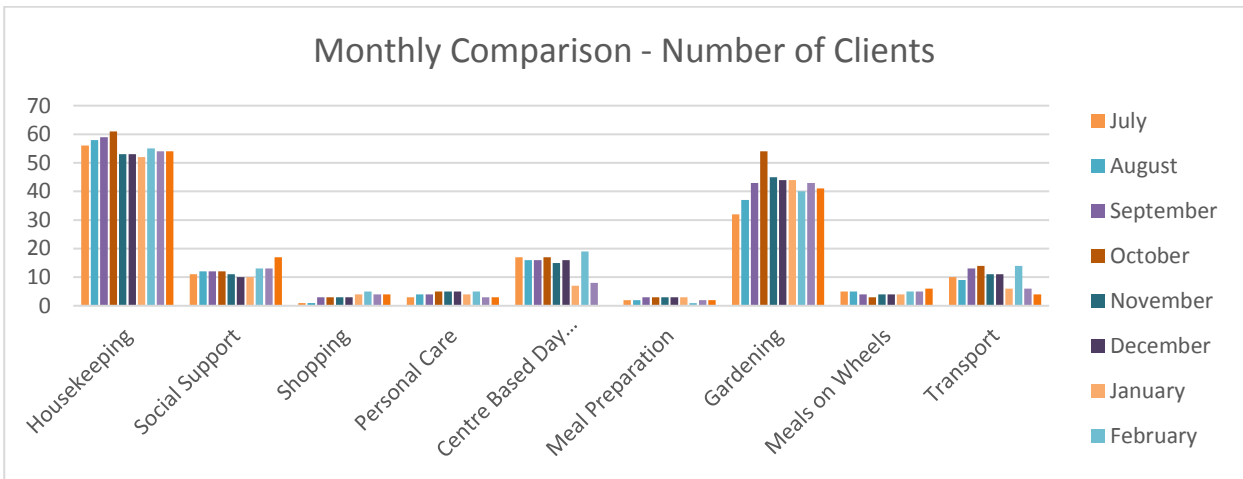
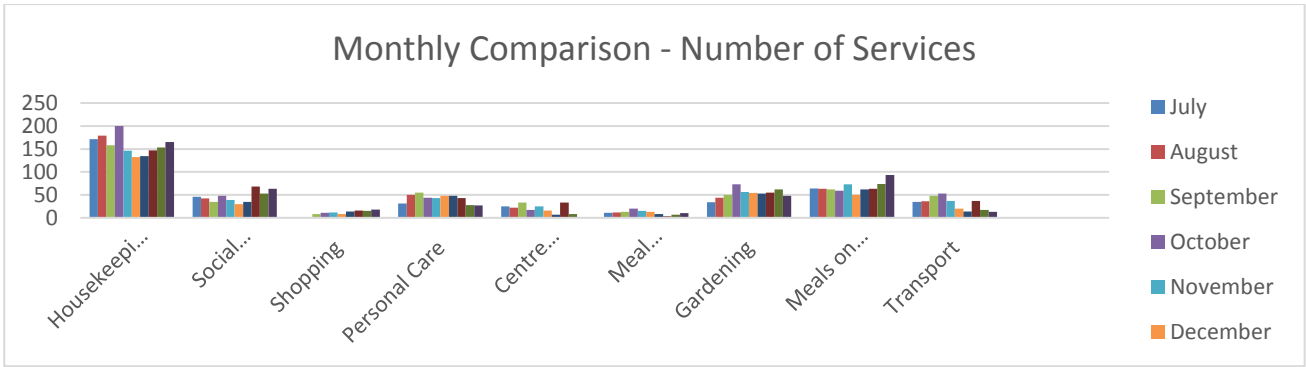
AGED CARE:

HEMOCARE REPORT APRIL 2020

CLIENTS:

75 clients received one or more services for April:

Service	Number of Clients
Housekeeping	54
Social Support	17
Shopping	4
Personal Care	3
Centre Based Day care	0
Meal Preparation	2
Gardening	41
Meals on Wheels	6
Transport	4



Wagin Homecare Complete Service Provision April 2020

Types of services provided	Monthly Contracted	Hours Provided	Variance	Contracted	Year to date
Domestic Assistance	243	215	-28	2913	2027
Social Support	54	57	3	651	468
Personal Care	16	14	-2	190	226
Centre Based Day Care	120	0	-120	1442	573
Respite Care	1.5	0	-1.5	18	0
Home Maintenance	112	51	-61	1344	566
Transport	63	8	-55	762	337
Meals on Wheels	334	93	-241	4011	663
Other food services	25	10	-15	299	122

TOWNSCAPE:

A Townscape Enhancement Committee meeting was held on the 20th May, please refer to the minutes contained in this meeting.

TOURISM:

A Tourism and Promotions Committee meeting was held on the 20th May, please refer to the minutes contained in this meeting.

April/May 2020 Shire Facebook Report

20/05/2020

The Shire Facebook page has posted somewhat less enthusiastically (25 – down from 44) since the last report in April with the biggest audience award being the “CEO Retires”, with 1777 people viewing the post.

- Black Cockatoo info sought – 22nd April – 237 people
 - This one was noted on the last report, but viewings leapt from 237 to 794
- Wetlands Park Plan – 22nd April – 471 people
- Farewell to Peter Webster – 24th April – 1777 people
- ANZAC day poster – 25th April – 384 people
- ANZAC Memorial – wreath – 25th April – 653 people
- Seeking best club contacts – 28th April – 1212 people
- Council Meeting flyer – 28th April – 551 people
- Link to COVID information – 28th April – 331 people
- Found Cat – 29th April – 843 people
- Astrotourism online event – 30th April – 268 people
- Shared VFRS post regarding burning – 1 May – 147 people
- Found dog – 3rd May – 635 people
- Recycling calendar error – 4th May – 603 people
- Disability Helpline flyer – 5th May – 909 people
- Weather Warning – 5th May – 217 people
- Power Outage information – 6th May – 616 people
- Notice on COVID changes – 6th May – 767 people
- Library Mystery box – 7th May – 273 people
- Better Health Program flyer – 7th May – 459 people
- Found dog – 10th May – 1148 people

- Found dog – 13th May – 509 people
- Wagin Shire Roadmap – COVID – 13th May – 703 people
- Found dog – 17th May – 724 people
- Shire Licensing Computer out of action – 19th May – 384 people
- National volunteer Week options – 19th May – 215 people

Our total page “likes” is at 1210 – up by 9 from last month.

To compare our likes to other shire pages:

- Wickepin 766
- Williams 458
- Kondinin 402
- Lake Grace 586
- Kojonup 1016

Wagin Woolorama Page took a step back to 2794 likes.

RECREATION AND CULTURE:

Library Report March/April 2020

The Wagin Library and Gallery was opened back to the public on the 18th of May, due the Covid-19 restrictions the community facility was closed for a period of eight weeks.

Staff have done a great job with providing a very limited service through their Mystery Boxes and Borrow Box, however they are very pleased that they can now continue with the wonderful full library service they provide to the community.

A full Library report will be provided at the June Council meeting.

Community Events

Wagin Christmas Street Carnival

Wagin Christmas Street Carnival has become the highlight of the end of year celebrations – but may look very different in 2020 due to COVID-19.

Previous years have seen Lotterywest being a major player in the funding of the event, but this stage in the pandemic is seeing Lotterywest targeting COVID affected areas of the community and they are not currently accepting funding applications which do not fit that criteria.

Due to this change, staff have sought options for alternate funding potential and have submitted an application to Roadwise. The variance in funding source will see some changes to the event – assuming the application is successful – with this year’s event having a ‘message’ to get across to all who attend. That message collaborates well with the RAC Elephant in the Wheatbelt mural on the wall of Bankwest – Don’t touch your phone while driving.

Other funding source may be required to buffer the cost and staff will continue to source options. Current local funding is via – Shire of Wagin, Wagin Action group and Wagin Chamber of Commerce

Other

Caravan Park Kitchen

The Caravan Park Kitchen is now complete with Power and water now connected and working. I encourage elected members to go to the Caravan Park to have a look at the new facility. There is a few other cosmetic things that can be done, however this can be done at a later date.



Medical Centre Painting

The painting of the Doctor's surgery, Dentist, Infant Health Centre has commenced and will continue over the next week or so, the painter is doing a great job

CONSULTATION/COMMUNICATION:

Shire Staff

STATUTORY/LLEGAL IMPLICATIONS:

Nil

POLICY IMPLICATIONS:

Nil

FINANCIAL IMPLICATIONS:

N/A

STRATEGIC IMPLICATIONS:

N/A

VOTING REQUIREMENTS:

Simple Majority

OFFICERS RECOMMENDATION

Moved: Cr.

Seconded: Cr.

That Council receive the Deputy Chief Executive Officer's report for April 2020.

Carried

12.4 ACTING CHIEF EXECUTIVE OFFICER REPORT: APRIL – MAY 2020

PROPONENT:	Shire of Wagin
OWNER:	Shire of Wagin
LOCATION/ADDRESS:	N/A
AUTHOR OF REPORT:	Chief Executive Officer
SENIOR OFFICER:	Chief Executive Officer
DATE OF REPORT:	19 th May 2020
PREVIOUS REPORT(S):	21 st April 2020
DISCLOSURE OF INTEREST:	N/A
FILE REFERENCE:	Nil
ATTACHMENTS:	The Relationship Between Property Revaluations and Rating

COMMENCING WORK

I commenced work as Acting CEO, as scheduled on the 27th April 2020. In the weeks leading up to my commencement, I spent some time with retiring CEO, Peter Webster who generously gave of his time bringing me up to date on current matters which assisted my smooth transition into the role.

MEETINGS WITH STAFF

In my first week in the position, I met individually with the inside staff and collectively with the outside staff. This gave me the opportunity to familiarise myself with the current workloads of staff and to have some input into short- and medium-term priorities for the Shire at an operational and planning level.

SHIRE WATER SUPPLY INFRASTRUCTURE

In company with the Manager of Works, an inspection was made of the Puntapin dam and associated works required to repair the catchment inlet to prevent further damage and to ensure the retention of the dam as a valuable resource for the Shire. An inspection was also made of the other water infrastructure that the Shire currently has at its disposal. The Shire of Wagin continues to benefit greatly from the work that has been done in becoming relatively self-sufficient in water for its parks, gardens and oval.

It is intended to plot the reticulation network on plans for future reference.

RESIDENCE ALLOCATED FOR USE BY THE CHIEF EXECUTIVE OFFICER

I followed up a suggestion that there might be some opportunity to rent the house allocated to the CEO for a period of 9 – 12 months to GROH (Government Regional Officer Housing), perhaps to accommodate a Police Officer and family. I have been advised that at this time an additional house is not required, however the position is fluid and consideration would be given to renting the house should it become available at future times when accommodation is required for State Government employees

IDEAS FORUM WITH GARDENERS

As detailed in a report to the Townscape Committee, meetings have been held with the Garden Crew to share ideas on how the centre of town may be made colourful with annual flower plantings. In addition, discussions were held on discontinuing the practice of burning leaf litter in town and in establishing a composting system at the Works Depot utilising lawn clippings.

THE RELATIONSHIP BETWEEN PROPERTY REVALUATIONS AND RATING

There has been some recent commentary in the media that local governments whose areas sustain a decrease in property valuations should, as a matter of course reduce rates. This analysis is simplistic in the extreme and indicates a lack of understanding of the relationship between property revaluations and rates. A short paper has been prepared on this matter to better explain the situation and is circulated with this agenda for the information of Councillors.

WARATAH LODGE – ISSUES AND CHALLENGES

On the 12th May 2020, a meeting was held between the Board Members and Manager of Waratah and the President and senior staff of the Shire to discuss a report funded by the Shire, entitled “2020 BUSINESS REVIEW – WAGIN FRAIL AGED INC”

A short report has been done on the issues and challenges facing Waratah Lodge Inc and this has been circulated with this agenda for the information of Councillors. It is understood that there have been some higher-level talks initiated by the management of Waratah Lodge on funding issues and that more information will be provided at Councils May meeting.

40 KPH SPEED LIMIT SIGNS – WAGIN

Concern has been expressed about some motorists not observing speed limit signs when driving into Wagin and doing well over the speed limit when entering the 40 KPH zones. There has been a suggestion that some action be taken to move the 40KPH zones out to where the current 50KPH zones are located. Some *first thoughts* are sought on this matter and options include:

- Sending the matter through to the Works and Service Committee for consideration;
- Send the matter through to Main Roads WA for assessment;
- Leaving the situation as is with reliance on policing efforts to deal with breaches.

HABITUAL VANDALISM AT SHIRE RETICULATION DAM – MOORE STREET

In recent weeks there has been several incidents of habitual vandalism and malicious damage to irrigation equipment at the Shire’s water storage dam situated in the North Wagin Nature Reserve adjacent to Moore Street. This damage is proving to be very costly to ratepayers and damage has been reported to the OIC of Wagin Police who has undertaken to initiate regular patrols of the area. Anyone witnessing suspicious activity in the area are encouraged to notify the Shire and /or the Police.

REPORTING OF MAINTENANCE ISSUES AND IDEAS FOR IMPROVEMENT

Since commencing duties, I have received several requests for the Shire to attend to some maintenance issues and to address some matters requiring some longer-term planning (such as upgrading roads, footpaths and kerbing). A few ideas on what the Shire should be doing towards improving the social and economic amenity of the town have also been conveyed.

As a matter of course, requested maintenance issues are actioned promptly and where other agencies (e.g. Main Roads) are involved, they are alerted accordingly. Longer term issues that need to be planned for and staged have been; and will be, the subject of agenda reports for the consideration of Committees and/or Council.

People conveying wide ranging ideas that require capital and recurrent resourcing by the Shire have been encouraged to form up proposals for presentation to Council for consideration. Whilst the role of CEO is to be the conduit between the community and Council, it cannot include taking on an advocacy role on behalf of proponents. The intent of each proposal submitted needs to be clear and needs to address resourcing implications. Sufficient information needs to be provided to allow Council to assess each proposal on its merits.

DEALING WITH DERELICT BUILDINGS

The Shire sometimes has the opportunity to demolish derelict buildings when consent of the owner is obtained and there is no intention (or capacity) of the owner to carry out, or fund the demolition

works. On the occasions that there is a net cost carried by the Shire, it is proposed that the Shire take out a caveat on the properties in question so that when the land is eventually sold, the debt to the Shire may be satisfied. There will also probably be the occasions when land is sold for non-payment of rates in which the Shires debt would also be satisfied as far as possible (depending on the sale price of the land).

ROAD DEDICATIONS TO FACILITATE EXPANSION OF CBH FACILITY – UPDATE

Council will be familiar with the long-standing proposal for CBH to expand its facilities in Wagin which necessitates the acquisition of land and road closures and dedications. In 2015, CBH confirmed that would meet costs for administrative, survey and land acquisition costs associated with the project

The provisions of the *Native Title Act 1993* future act provisions are applicable, and the Shire was previously requested to provide an indemnification to the Department of Planning, Lands and Heritage against any possible costs and/or claims arising from the project's implementation. The Shire provided this indemnification in February 2016. The Department advised in July 2018 however, that the wording of the indemnification was now required to be as follows:

The Shire of Wagin agrees that it will indemnify and keep indemnified the State of Western Australia, the Department of Planning, Lands and Heritage and the Minister for Lands and hold them harmless from and against all liberties, obligations, costs, expenses or disbursements of any kind including, without limitations, compensation payable to any party under the Native Title Act 1992 (Cth) which may be imposed on, or incurred by the Indemnified Parties relating to or arising directly or indirectly from the dedication of Lot 306 on Deposited Plan 410878.

The former CEO had significant concerns (as does the current Acting CEO) that it would be less than responsible to commit the Shire to such an open-ended indemnification without knowing what the financial consequences might be. The former CEO, tried, without success to have the indemnification modified to something more reasonable.

It is the view of the Acting CEO that the indemnification now required by the Shire would need to be underwritten by CBH by way of legal agreement if this proposal is to proceed. The Shires Planning Consultant is initiating discussions with CBH on this matter.

CONSULTATION/COMMUNICATION:

Nil

STATUTORY/LEGAL IMPLICATIONS:

Nil

POLICY IMPLICATIONS:

Nil

FINANCIAL IMPLICATIONS:

Nil

STRATEGIC IMPLICATIONS:

Nil

VOTING REQUIREMENTS:

Simple

OFFICERS RECOMMENDATION

Moved: Cr.

Seconded: Cr.

That Council receive the Chief Executive Officers report for April – May 2020.

Carried



THE RELATIONSHIP BETWEEN PROPERTY REVALUATIONS AND RATING

From recent comments in the press attributable to politicians and media commentary, it appears that there is a lack of understanding on the relationship between property revaluations (undertaken by the Office of the Valuer General) and rates raised by local government authorities. This is evidenced by the (simplistic) view that when property valuations are reduced, then the rates levied by local governments should also *reduce* as a matter of course. **This is incorrect.** Silence of course prevails when there is an *increase* in property valuations in that if the previous logic was consistently applied, it would necessarily follow that local government rates *should increase* as because valuations have increased.

Revaluations:

The Valuer General carries out revaluations of all rateable property on a periodical basis. Residential and most commercial and industrial properties are valued on their annual *Gross Rental Value*. Farmland and rural broadacre areas are assessed on *Unimproved Value*.

For the purpose of this exercise, the complexities of *Differential Rating and Minimum Rating* are not included.

Local Government Rating:

Local Governments determine what *annual rate yield* is required to balance their budgets and to fund their activities each year. This simply means arriving at a rate in the \$ for each of the collective *Gross Rental Values* and *Unimproved Values*.

To illustrate this, let's work through a simple example:

Rate Revenue required for 2019/20 = \$2 Million

Total GRV's = \$8,000,000 x rate in \$0 .10cents resulting in rate yield of	\$ 800,000
Total UV's = \$200,000,000 x \$0 .006 cents resulting in rate yield of	<u>\$1,200,000</u>
Total Rate Yield	<u>\$2,000,000</u>

Revaluations of all properties are carried out and there is an overall decrease in GRV's of 15% because of the depressed property market, however, there has been minimal change of say 2% increase to UV's. The Shire decides to retain the overall rate yield at the same level as 2019/20 and to retain the approximate relativities between the urban and rural sectors of the local government with respect to rate revenue (expected to be a fairly common occurrence in the local government sector for the 2020/21/financial year). The equation would look like this:

Rate Revenue required for 2020/21 = \$2 Million

Total GRV's = \$6,800,000 x rate in \$0 .117647 cents resulting in rate yield of	\$ 800,000
Total UV's = \$204,000,000 x \$0 .005882352 cents resulting in rate yield of	<u>\$1,200,000</u>
Total Rate Yield	<u>\$2000,000</u>

It can be seen therefore that the rate yield for the local government has not altered from the previous financial year. GRV and UV property rates would remain the same, notwithstanding a devaluation of GRV properties and an increased valuation for UV properties. This has been because the rate in the \$ for the GRV properties has had to necessarily increase to achieve the same rate yield as the previous financial year, and the UV rate has had to necessarily decrease to achieve the same rate yield from the rural sector.

It would have been reckless for the local government to apply the same rates in the \$ as 2019/20 as there would be a shortfall in revenue from the GRV sector of \$120,000 and the compensatory increase in revenue from the UV sector would be only \$24,000, leaving an overall shortfall in rate revenue of \$96,000.

Local Governments are required to maintain some stability in their revenue streams to meet the needs of their communities. The bottom line when revaluations occur is to determine the rate revenue required and to adjust the rate in the dollar to be multiplied by the new valuations. It would be folly to simply use revised valuations multiplied the previous year's rate in the \$ as this would result in wild variations for individual ratepayers and in the organisation's revenue stream from rates. *This in fact is what is being mooted (probably unwittingly) by those who suggest that devaluations in property values should automatically translate to rate reductions.* What is more, property revaluations downwards are relatively rare compared with revaluations upwards so if the logic applied that rate levels should follow revaluations in isolation, there would regularly be multitudes of angry ratepayers, rightfully indignant at the revenue grabbing antics of their respective Councils.

BILL ATKINSON
ACTING CHIEF EXECUTIVE OFFICER
 May 2020

13. AGENDA ITEMS

13.1. COMMUNITY BUDGET REQUESTS 2019/2020

PROPONENT:	Manager of Finance
OWNER:	Shire of Wagin
LOCATION/ADDRESS:	Shire of Wagin
AUTHOR OF REPORT:	Manager of Finance
SENIOR OFFICER:	Chief Executive Officer
DATE OF REPORT:	20 May 2020
PREVIOUS REPORT(S):	N/A
DISCLOSURE OF INTEREST:	N/A
FILE REFERENCE:	N/A
ATTACHMENTS:	N/A

BRIEF SUMMARY:

For Council to carry forward into the 2020/2021 financial year the remaining unexpended Community Budget Requests for 2019/2020.

BACKGROUND:

As part of the Annual Budget 2019/2020 process there were a total of \$29,000 approved Community Budget Requests consisting of 7 individual community group projects. Of these, 3 of the projects have been completed leaving 4 to be carried out.

COMMENT:

The following Community Budget Request projects for 2019/2020 are yet to be acquitted:

Wagin Anglican Church – Restoration Work	\$3,000
Wagin Bowling Club – Greens Shelter & Seat Repairs	\$1,000
Wagin Historical Village – Blacksmith Shop Repairs	\$10,000
Wagin Trotting Club – Commentary/Judges Box	\$10,000

The Covid-19 pandemic has had a significant impact on these community groups carrying out these projects. Management are proposing that we carry these projects forward into the Annual Budget 2020/2021.

The unspent funds will be factored into the Shire's surplus at the 30th of June 2020 and will be carried forward into the next financial year.

CONSULTATION/COMMUNICATION:

Council Staff

STATUTORY/LEGAL IMPLICATIONS:

Local Government Act 1995

Local Government Financial Management Regulations 1996

POLICY IMPLICATIONS:

Nil

FINANCIAL IMPLICATIONS:

Budget 2019/2020

Budget 2020/2021

STRATEGIC IMPLICATIONS:

3.7 Provide and support more community resources and facilities as required.

VOTING REQUIREMENTS:

Absolute Majority

OFFICERS RECOMMENDATION

Moved: Cr.

Seconded: Cr.

That Council carry forward the non-acquitted 2019/2020 Community Budget Request projects to the Annual Budget 2020/2021.

Carried

13.2 WAGIN TOWNSCAPE ENHANCEMENT AND TOURISM AND PROMOTION ADVISORY COMMITTEES – ADMINISTRATIVE SUPPORT ARRANGEMENTS

PROPONENT:	
OWNER:	Shire of Wagin
LOCATION/ADDRESS:	Shire
AUTHOR OF REPORT:	Acting Chief Executive Officer
SENIOR OFFICER:	Acting Chief Executive Officer
DATE OF REPORT:	
PREVIOUS REPORT(S):	Nil
DISCLOSURE OF INTEREST:	Nil
FILE REFERENCE:	
ATTACHMENTS:	

BRIEF SUMMARY:

This report recommends protocols/administrative arrangements around supporting the Wagin Townscape Enhancement and Tourism and Promotion Advisory Committees.

BACKGROUND/COMMENT

The Wagin Townscape Enhancement and the Wagin Tourism and Promotion Advisory Committees are *Advisory Committees* to Council and are made up of representatives from various organisations and persons with an interest in improving the social, economic and aesthetic amenity of Wagin.

The strengths of committees of this nature are that they draw on the ideas and input from a wide section of the community. With committees of this nature however, it can be challenging to accommodate the diversity of ideas and opinions to the point of reaching conclusions that that can be decisively acted upon in a timely manner. This can result in long meetings, slow progress of matters due to feedback or further information being required and sometimes ideas withering on the vine. Shire staff believe that they can more effectively assist the committees to achieve their objectives with a few changes to administrative support arrangements. These arrangements would include the following:

Prioritisation of ideas that need to be progressed. Many ideas are raised at meetings. These ideas are recorded in the minutes and in effect “lay on the table” and further discussed at subsequent meetings, sometimes with no further outcomes. It is difficult for staff to discern between ideas that are of a random nature and ideas which should receive attention (and if so – how much attention?)

It is recommended that committee members who wish to have a specific idea progressed/developed, request staff to include the idea on the next meeting agenda for further attention. This will allow staff to research background information and to prepare agenda reports with recommendations on how the matter/s in question may be addressed.

Management of Specific Initiatives

Some initiatives from the committees and which have been approved in principle by Council can falter due to lack of clarity around what is hoped to be achieved. An example is the proposed Electronic Information Sign. This is an innovative idea which has funding commitments from various Wagin community groups and the Shire. Shire staff are working through an approval process with Main Roads WA with respect to installing the sign at an appropriate location.

What is not known however is the scope of information and advertising that is to be projected on the sign and how and when this will be managed on a week to week basis once the sign is installed. The recurrent arrangements with respect to maintaining the currency of the information on the sign do not appear to have been addressed thus far, however are critical to its success. It is proposed that these arrangements be discussed and agreed upon as soon as possible.

It is recommended that the Shire continue to progress approvals and assist with installation of the sign, however that arrangements be determined with respect to the continued operation of the sign and the content of information and associated updates of same.

Other projects (such as planning the *Town Square* on the corner of Tudhoe and Trent Street) would be more expediently progressed if two or three committee members could help progress things between meetings. There has been little response to previous requests for feedback from members and this is understandable due to everyone leading busy lives. To gain traction however, there needs to be some dedicated effort, and this is more easily achieved if a few people accept responsibility to progress things to the point of implementation. Shire staff support would be in the form of preparing agenda reports for the committees once input has been provided by those charged with progressing the matters in question. Once the planning processes have been completed and funding secured, the Shire would take responsibility for implementation.

CONSULTATION/COMMUNICATION

DCEO

Community Liaison Officer

STATUTORY/LEGAL IMPLICATIONS:

Nil

POLICY IMPLICATIONS:

Nil

FINANCIAL IMPLICATIONS:

Nil

STRATEGIC IMPLICATIONS:

Nil

VOTING REQUIREMENTS:

Simple

OFFICERS RECOMMENDATION

Moved:

Seconded:

That the administrative support arrangements for the Wagin Townscape Enhancement Committee and the Wagin Tourism and Promotion Advisory Committee comprise of the following:

1. Preparing agendas and minutes of meetings and actioning items that require approvals from external agencies and Council;
2. Preparing agenda reports with recommendations at the request (and input) of committee members who have ideas they wish to see progressed;
3. Preparing agenda reports with recommendations from input provided by committee members who have been charged with progressing initiatives between meetings.

Carried

13.3 STREET LIGHTING – UNICORN STREET

PROPONENT:	Mr Dave Atkins
OWNER:	Shire of Wagin
LOCATION/ADDRESS:	Shire
AUTHOR OF REPORT:	Acting Chief Executive Officer
SENIOR OFFICER:	Acting Chief Executive Officer
DATE OF REPORT:	22 nd May 2020
PREVIOUS REPORT(S):	Nil
DISCLOSURE OF INTEREST:	Nil
FILE REFERENCE:	
ATTACHMENTS:	

BRIEF SUMMARY:

This report offers alternative recommendations with respect to the request for the installation of six streetlights at the southern end of Unicorn Street, Wagin.

BACKGROUND/COMMENT

The request for the installation of street lighting in this location has had a long history and it is considered appropriate that it be brought to some conclusion.

Records show the history of this matter as follows:

July 2018

- Applicant requests Council consideration for the installation of lights on the justification of improved security and safety of the area;

November 2018

- The required design work to accompany the application to *Western Power* for a quote for the streetlights was completed and submitted;

December 2018

- Quote received from *Western Power* to erect six streetlights at a cost of \$12,353.

January 2019

- Advice given to applicant that the Shire planned to place an order with *Western Power* for the lights to be installed;

March 2019

- Advice given to the applicant that the streetlights will be considered in the 2019/20 budget;

April 2019

- Applicant reinforces request for the streetlights;

July 2019

- Applicant advised that budget constraints precluded the inclusion of this project in the 2019/20 budget;

August 2019

- Applicant contacted Councillors via email bringing to their notice increased volumes of vehicular and pedestrian traffic at all hours and urged reconsideration of the lights being funded in the 2019/20 financial year budget;

November 2019

- Applicant requests CEO to resubmit street lighting proposal in order that works may be programmed in the 2019/20 financial year budget and emphasising the Shires advice of January 2019, that the lights were to be ordered at that time;

March 2020

- Works and Service Committee Minutes record that the streetlights be considered in Councils budget process.

Applicant contacts the Acting CEO and requests that the matter receives formal attention through the Council decision making process.

Enquiries within the office have revealed that the matter has been under discussion at some past Works and Service Committee meetings; and that in addition to the budget constraints involved, the other issue was that there were probably several areas in Wagin that had the same or greater warrant for streetlights than the area in question. It has apparently been mooted that a street light extension program should be drawn up to systematically address the installation of streetlights on a prioritised basis. (This would be akin to the footpath upgrade program that the Shire has drawn up and is adhering to).

Whilst this is a sensible way of moving forward, given the history of this matter and the dialogue and expectations around it, the following factors need to be considered:

- This has been a long running request and expenditure has been incurred in obtaining a quote from Western Power. This could reasonably imply that there was an intention by the Shire to proceed with the installation of streetlights in Unicorn Street;
- This implication was further strengthened with the advice to the applicant in January 2019, that the Shire planned to issue a purchase order for Western Power to proceed with the works;
- The suggestion that a prioritised program for the extension of streetlights in Wagin be formulated has not, yet, been undertaken.

CONSULTATION/COMMUNICATION

Deputy Chief Executive Officer

STATUTORY/LEGAL IMPLICATIONS:

Nil

POLICY IMPLICATIONS:

Nil

FINANCIAL IMPLICATIONS:

To be determined but expected to be in the order of \$13,000.

STRATEGIC IMPLICATIONS:

Nil

VOTING REQUIREMENTS:

Simple

OFFICERS RECOMMENDATION

Moved: Cr.

Seconded: Cr.

That subject to financial capacity, the installation of six streetlights in Unicorn Street be provided for in the Shires 2020/21 financial year budget.

Carried

13.4 COVID 19 – FINANCIAL HARDSHIP POLICY

PROPONENT:	
OWNER:	Shire of Wagin
LOCATION/ADDRESS:	N/A
AUTHOR OF REPORT:	Deputy CEO
SENIOR OFFICER:	Acting Chief Executive Officer
DATE OF REPORT:	21 st May 2020
PREVIOUS REPORT(S):	Nil
DISCLOSURE OF INTEREST:	N/A
FILE REFERENCE:	N/A
ATTACHMENTS:	COVID 19 – Financial Hardship Policy

BRIEF SUMMARY:

For Council to adopt Finance Policy 22 – COVID-19 Financial Hardship.

BACKGROUND/COMMENT:

The recent amendment to introduce Part 10 to the Local Government Act permits the Minister for Local Government to make Ministerial Orders to modify or suspend specified provisions of the Act or associated Regulations while a state of emergency declaration is in force due to Covid-19 pandemic.

The Ministerial Order, gazetted on the 8th May, will have the following effect on the operation of the Act and Regulations:

- Residential and small business ratepayers who are suffering financial hardship due to the COVID-19 pandemic will not be charged interest on overdue rates in 2020/2021.
- The maximum interest rate payable by all ratepayers has also been reduced, from a maximum of 11% to a maximum of 8%. This new limit aligns with the Australian Tax Office penalty for overdue payments;
- Interest on instalments remains at 5.5% if a Local Government has a Hardship Policy, and to a maximum of 3% if a Local Government does not have a hardship policy.
- If adopting a minimum rate or rate in the dollar no higher than that imposed in 2019/20, then there is no need to advertise differential rates. Only requirement is to place a notice on your website.

WALGA has been working with the sector and have developed a template Financial Hardship Policy which the author has previously emailed to the Audit Committee. I have received some feedback and changes from Cr Ball and have incorporated these changes in the document in red. These changes are more in line with the impact of the pandemic on ratepayers here in Wagin.

WALGA are also developing a Financial Hardship Assessment Guide which will be available shortly, this will be forwarded to the Committee when received.

The Draft policy is attached for review.

This policy Finance Policy 22 was considered at the Finance and General Purposes Committee on the 19th May, however the item was referred to Council as per the following resolution:

COMMITTEES RECOMMENDATION

Moved: Cr J P Reed

Seconded: Cr. B S Hegarty

That due to the unavailability of WALGA's Financial Hardship Assessment guidelines and time constraints that this item be referred to the May Ordinary Meeting of Council.

Carried 5/0

WALGA had previously advised that the Financial Hardship Assessment guidelines would be available by Friday 22nd May, at the time of writing this item we still have not received the guidelines. Once received it will be sent or emailed to Councilors so it can be used to assist with assessment of the policy.

The policy is the same as what was considered at the Committee meeting except for suggested changes to the Objective from Cr Ball, also highlighted in red.

CONSULTATION/COMMUNICATION:

Chief Executive Officer
Cr Ball

STATUTORY/LEGAL IMPLICATIONS:

Local Government Act 1995
Local Government (Financial Management) Regulations

POLICY IMPLICATIONS:

As per resolution

FINANCIAL IMPLICATIONS:

Nil

STRATEGIC IMPLICATIONS:

Nil

VOTING REQUIREMENTS:

Absolute Majority

OFFICERS RECOMMENDATION

Moved: Cr.

Seconded: Cr.

That Finance Policy 22 – COVID-19 Financial Hardship be adopted.

Carried

Draft Policy

Policy Type:	Finance
Date Adopted:	

Policy No:	22
Date Last Reviewed:	

Legal (Parent):
<ul style="list-style-type: none"> 3. Local Government Act 1995 4. Local Government (Financial Regulations) 1996

Legal (Subsidiary):

Delegation of Authority Applicable
No

Delegation No.

ADOPTED POLICY

Title:	22. COVID-19 FINANCIAL HARDSHIP
Objective:	<p>To give effect to our commitment to support the whole community to meet the unprecedented severely financially disadvantaged parts of the ratepayer base and community affected by the challenges arising from the COVID19 pandemic and other circumstances as they arise., the Shire of Wagin recognises that these challenges will result in financial hardship for our ratepayers</p> <p>This Policy is intended to ensure that we offer fair, equitable, consistent and dignified support to ratepayers suffering hardship, while treating all members of the community with respect and understanding at this difficult time.</p>
Scope:	<p>This policy applies to:</p> <ol style="list-style-type: none"> 1. Outstanding rates and service charges as at the date of adoption of this policy; and 2. Rates and service charges levied for the 2020/21 financial year. <p>It is a reasonable community expectation, as we deal with the effects of the pandemic that those with the capacity to pay rates will continue to do so. For this reason, the Policy is not intended to provide rate relief to ratepayers who are not able to evidence financial hardship and the statutory provisions of the <i>Local Government Act 1995</i> and <i>Local Government (Financial Management) Regulations 1996</i> will apply.</p> <p>Payment difficulties, hardship and vulnerability²</p> <p>Payment difficulties, or short-term financial hardship, occur where a change in a person's circumstances result in an inability to pay a rates or service charge debt.</p>
Policy Statement	Financial hardship occurs where a person or entity is unable to pay rates and service charges without affecting their ability to meet their basic living needs, or the basic living

needs of their dependants. The Shire of Wagin recognises the likelihood that COVID19 will increase the occurrence of payment difficulties, financial hardship and vulnerability in our community. This policy is intended to apply to all ratepayers experiencing financial hardship regardless of their status, be they a property owner, tenant, business owner etc.

Anticipated Financial Hardship due to COVID19

We recognise that ~~many~~ **some** ratepayers are ~~may be already~~ experiencing financial hardship due to COVID-19. We respect and anticipate the probability that additional financial difficulties will arise when their rates are received.

We will write to ratepayers at the time their account falls into arrears, to advise them of the terms of this policy ~~and encourage~~ **to make them aware** eligible ratepayers ~~to~~ **can** apply for hardship consideration. Where possible and appropriate, we will also provide contact information for a recognised financial counsellor and/or other relevant support services.

Financial Hardship Criteria

While evidence of hardship will be required, we recognise that not all circumstances are alike. We will take a flexible approach to a range of individual circumstances including, but not limited to, the following situations:

- Recent unemployment or under-employment
- Sickness or recovery from sickness
- Low income or loss of income
- Unanticipated circumstances such as caring for and supporting extended family

Ratepayers are encouraged to provide any information about their individual circumstances that may be relevant for assessment. This may include demonstrating a capacity to make some payment and where possible, entering into a payment proposal. We will consider all circumstances, applying the principles of fairness, integrity and confidentiality whilst complying our statutory responsibilities.

Payment Arrangements

Payment arrangements facilitated in accordance with Section 6.49 of the Act are of an agreed frequency and amount. These arrangements will consider the following:

- That a ratepayer has made genuine effort to meet rate and service charge obligations in the past;
- The payment arrangement will establish a known end date that is realistic and achievable;
- The ratepayer will be responsible for informing the Shire of Wagin of any change in circumstance that jeopardises the agreed payment schedule.

In the case of severe financial hardship, we reserve the right to consider waiving additional charges or interest (excluding the late payment interest applicable to the Emergency Services Levy).

Interest Charges

A ratepayer that meets the Financial Hardship Criteria and enters into a payment arrangement may request a suspension or waiver of interest charges. Applications will be assessed on a case by case basis.

Deferment of Rates

Deferment of rates may apply for ratepayers who have a Pensioner Card, State Concession Card or Seniors Card and Commonwealth Seniors Health Care Card registered on their property. The deferred rates balance:

- remains as a debt on the property until paid;
- becomes payable in full upon the passing of the pensioner or if the property is sold or if the pensioner ceases to reside in the property;
- may be paid at any time, BUT the concession will not apply when the rates debt is subsequently paid (deferral forfeits the right to any concession entitlement); and
- does not incur penalty interest charges.

Debt recovery

We will suspend our debt recovery processes whilst negotiating a suitable payment arrangement with a debtor. Where a debtor is unable to make payments in accordance with the agreed payment plan and the debtor advises us the **Shire** and makes an alternative **agreed** plan before defaulting on the 3rd due payment, then we will continue to suspend debt recovery processes.

Where a ratepayer has not reasonably adhered to the agreed payment plan, then for any Rates and Service Charge debts that remain outstanding on 1 July 2021 **of each year**, we will offer the ratepayer one further opportunity of adhering to a payment plan that will clear the total debt by the end of ~~the 2021/2022~~ **that** financial year.

Rates and service charge debts that remain outstanding at the end of ~~the 2021/22~~ **each** financial year, will then be subject to the rates debt recovery procedures prescribed in the *Local Government Act 1995*.

Review

We will establish a mechanism for review of decisions made under this policy and advise the applicant of their right to seek review and the procedure to be followed.

Communication and Confidentiality

We will maintain confidential communications at all times, and we undertake to communicate with a nominated support person or other third party at your request.

We will advise ratepayers of this policy and its application, when communicating in any format (i.e. verbal or written) with a ratepayer that has an outstanding rates or service charge debt.

~~We recognise that applicants for hardship consideration are experiencing additional stressors and may have complex needs. We will provide additional time to respond to communication and will communicate in alternative formats where appropriate. We will ensure all communication with applicants is clear and respectful.~~

14. ANNOUNCEMENTS OF PRESIDENT AND COUNCILLORS

- a) Elected Members
- b) Officer's

15. URGENT BUSINESS INTRODUCED BY DECISION OF THE MEETING

Nil

16. CONFIDENTIAL BUSINESS AS PER LOCAL GOVERNMENT ACT s5.23 (2)

Under the Local Government Act 1995, Part 5 and Section s5.23, states in part:

(2) If a meeting is being held by Council or by a Committee referred to in subsection (1)(b), the Council or Committee may close to members of the Public the meeting, or part of the meeting, if the meeting or the part of the meeting deals with any of the follow:-

- (a) A matter affecting an employee or employees;*
- (b) The personal affairs of any person;*
- (c) A contract entered into, or which may be entered into, by the Local Government and which relates to a matter to be discussed at the meeting;*
- (d) Legal advice obtained, or which may be obtained, by the Local Government and which relates to a matter to be discussed at the meeting;*
- (e) A matter that if disclosed, would reveal;*
 - (i) A trade secret;*
 - (ii) Information that has a commercial value to a person; or*
 - (iii) Information about the business, professional, commercial or financial affairs of a person;*

Where the trade secret or information is held by, or is about, a person other than the Local Government.

- (f) A matter that is disclosed, could be reasonably expected to;*
 - (i) Impair the effectiveness of any lawful method or procedure for preventing, defecting, investigating or dealing with any contravention or possible contravention of the law;*
 - (ii) Endanger the security of the Local Government's property; or prejudice the maintenance or enforcement of any lawful measure for protecting public safety;*
- (g) Information which is the subject of a direction given under section 23 (1a) of the Parliamentary Commissioner Act 1981; and*
- (h) Such other matters as may be prescribed.*

17. CLOSURE