



AGENDA

ORDINARY MEETING OF COUNCIL

22 JUNE 2021



SHIRE OF WAGIN
NOTICE OF MEETING

Dear President and Councillors,

The next Ordinary Meeting of Council will be held

ON: Tuesday 22 JUNE 2021

WHERE: Council Chambers, Shire Office

AT: 7:00pm

Bill Atkinson
CHIEF EXECUTIVE OFFICER

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.



DISCLAIMER

No responsibility is implied or accepted by the Shire of Wagin for any act, omission or statement or intimation occurring during Council or committee meetings.

The Shire of Wagin disclaims any liability for any loss whatsoever and howsoever caused arising out of reliance by any person or legal entity on any such act, omission or statement or intimation occurring during Council or committee meetings.

Any person or legal entity who acts or fails to act in reliance upon any statement, act or omission made in a Council or committee meeting does so at that person's or legal entity's own risk.

In particular and without detracting in any way from the broad disclaimer above, in any discussion regarding any planning application or application for a licence, any statement or intimation of approval made by any member or officer of the Shire of Wagin during the course of any meeting is not intended to be and is not taken as notice of approval from the Shire of Wagin

The Shire of Wagin advises that anyone who has any application lodged with the Shire of Wagin shall obtain and should only rely on **WRITTEN CONFIRMATION** of the outcome of the application, and any conditions attaching to the decision made by the Shire of Wagin in respect of the application.

Bill Atkinson
CHIEF EXECUTIVE OFFICER



SHIRE OF WAGIN

Agenda for the Ordinary Meeting of Council to be held in the Council Chambers, Wagin on
Tuesday 22 June 2021 commencing at 7pm

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1. OFFICIAL OPENING

The Presiding Member, Cr Phillip Blight opened the meeting at _____pm.

2. RECORD OF ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE (PREVIOUSLY APPROVED)

2.1 ATTENDANCE

Cr Phillip Blight	Shire President
Cr Greg Ball	Deputy Shire President
Cr Bryan Kilpatrick	
Cr Sheryll Chilcott	
Cr Wade Longmuir	
Cr Lyn Lucas	
Cr Jason Reed	
Cr David Atkins	
Cr Bronwyn Hegarty	
Bill Atkinson	Chief Executive Officer
Brian Roderick	Deputy Chief Executive Officer
Allen Hicks	Manager of Works
Emily Edwards	Executive Assistant

2.2 APOLOGIES

2.3 APPROVED LEAVE OF ABSENCE

Cr Geoff West

2.4 VISITORS

Mr Steve Mason	Field Solutions Group Representative
Mr. Stephen van Schalkwyk	Uniting Church Wagin

3. RESPONSES TO PREVIOUS QUESTIONS TAKEN ON NOTICE

4. PUBLIC QUESTION TIME

Council conducts open Council Meetings. Members of the public are asked that if they wish to address the Council that they state their name and put the purpose of their address as precisely as possible. A minimum of 15 minutes is allocated for public forum. The length of time an individual can speak will be determined at the President's discretion.



5. APPLICATION FOR LEAVE OF ABSENCE

6. PUBLIC FORUM

7. PETITIONS/DEPUTATIONS/PRESENTATIONS/

7.1 PRESENTATION – MR STEVE MASON - FIELD SOLUTIONS GROUP FACILITY LICENCE

7.2 PRESENTATION – MR STEPHEN VAN SCHALKWYK – UNITING CHURCH WAGIN ‘COMMUNITEA’

7.3 PETITION - TUDHOE STREET SHOPKEEPERS – BRICK PAVED FOOTPATH CLEANING

The presentation of a petition is confined to the reading of the petition.

COUNCIL DECISION

Moved Cr

Seconded Cr

That Council

1. Accept the petition from the Tudhoe Street shopkeepers regarding the condition of the shop front brick paving and the regular cleaning to free debris including small gravel, leaves and other general waste.
2. Refer the petition to the Chief Executive Officer for action to prepare a response to the petitioner regarding the upcoming works and budget allocation regarding the pressure cleaning and sealing of the Tudhoe Street footpaths under the *Local Roads and Community Infrastructure Program Phase 2*.

Carried 0/0

A petition was received from petitioner, Ms. Kayla Patuwai on behalf of the Tudhoe Street shopkeepers regarding the condition of the shop front brick paving and the regular cleaning to free debris.

The requirement for a petition to be heard by Council is set out by Standing Order 3.4 Petitions of the Shire of Wagin *Standing Order Local Law 2001*, specially that;

3.4 Petitions

A petition, in order to be effective, is to -

- (a) be addressed to the President;*
- (b) be made by electors of the district;*



-
- (c) *state the request on each page of the petition;*
 - (d) *contain the names, addresses and signatures of the electors making the request, and the date each elector signed;*
 - (e) *contain a summary of the reasons for the request;*
 - (f) *state the name of the person upon whom, and an address at which, notice to the petitioners can be given;*
 - (g) *be in the form prescribed by the Act and Local Government (Constitution) Regulations 1996 if it is -*
 - (i) *a proposal to change the method of filling the office of President;*
 - (ii) *a proposal to create a new district or the boundaries of the Local Government;*
 - (iii) *a request for a poll on a recommended amalgamation;*
 - (iv) *a submission about changes to wards, the name of a district or ward or the number of councillors for a district or ward.*

The presiding member has the discretion to accept the petition for consideration if it meets a majority of the above requirements.

Under section (d) of the Standing Orders, the requirement to provide an address of each elector has not been met, with only a name and shop name.

The petition containing eleven (11) signatories, only three (3) being business property owners of the properties of the petitioned 'shop name' and only eight (8) electors of the Shire of Wagin.

Council has the following options:

- a) receive the petition;
- b) reject the petition;
- c) receive the petition and refer it to the CEO to prepare a report to Council / Committee;
- d) receive the petition and refer it to the CEO for action.

It is recommended that the petition is received by Council and referred to the CEO for action. In referring the petition to the CEO, a response to the petitioner by CEO is to be prepared.

Note: A draft response will be circulated for the consideration of Council at the meeting.

CU.FIL.2
 WAGIN SHIRE COUNCIL
 2 Arthur Rd, Wagin WA 6315

COPY

SHIRE OF WAGIN
 04 JUN 2021

RECEIVED

We, the local store fronts of Tudhoe Street Wagin, would like to request to have the shop fronts brick paving pressure cleaned on a regular basis and the road cleaned of all the small gravel, leaves and debris.

When tourists are passing through, even local residents, the condition of the shop fronts are an eyesore.

We, the shop keepers try our best to promote Wagin as a clean and tidy town but due to the condition of the foot paths, dog faeces from time to time and dropped food make our foot paths look dirty and untidy.

We, the local shop fronts below look forward to an outcome.

DATE	SHOP NAME	OWNER	SIGNATURE
18/5/21	Wagin Pharmacy	Sim Lee	
18/5/21	WAGIN MEATS	JANE	
18/5/21	WAGIN CRC	JASMINE (manager)	
18/5/21	JOE FRANCHI REAL ESTATE	MATT SPURR	
18/5/21	Wagin Jewellers & G/Ware	Trish Stonehouse	Patricia Stonehouse
18/5/21	LAOY-KALIS BEAUTIC	KAYLA PATUWAI	
18/5/21	MAGIC TOUCH HAIR STUDIO	TASH SMITH	
20/5/21	BANKWEST	BRENDAN HALL	
20/5/21	IGA WAGIN	CLIFF BRUCEWELL	
20/5/21	DOMS Deli	Tuyen Nguyen	
20/5/21	Alexander Craft Wagin	James McInnes	

Wagin pharmacy - can we please have our panels fixed @ the doorway.

Dog poop bag dispensers would also be great too please!
 Sim Lee -
 N/A

Fix & replace the missing brick out the front of IGA that has the cone over it.

SUBMITTED BY : 04 June 2021
 Name: KAYLA PATUWAI
 Address: 38 Tudhoe Street, WAGIN 6315
 Phone Number: 0449 612 580
 Ordinary Meeting of Council

Officer	Comment
Action Required	How CEO
Information Only	



8. DISCLOSURE OF FINANCIAL AND OTHER INTERESTS

8.1 DISCLOSURE OF FINANCIAL INTEREST – Local Government Act Section 5.60a

8.2 DISCLOSURE OF PROXIMITY INTEREST – Local Government Act Section 5.6

8.3 DISCLOSURE OF IMPARTIALITY INTEREST – Administration Regulation Section 34c

9. CONFIRMATION OF PREVIOUS MEETING MINUTES

9.1 MINUTES FROM THE ORDINARY MEETING OF COUNCIL HELD 25 MAY 2021

COUNCIL DECISION

Moved Cr

Seconded Cr

That the Minutes of the Ordinary Meeting of Council held on Tuesday 25 May 2021 and circulated to all Councillors, be confirmed as a true and accurate record.

Carried 0/0

10. STATUS REPORT – MAY 2021

FINANCE AND ADMINISTRATION

Date	Resolution #	Officer	Description	Action	Status	Questions & Comments
28 April 2015	2702	CEO	Puntapin Rock Dam		Water Corp engaged to address urgent remedial works and to facilitate transfer of the asset to the Shire. Assessment of Dam to be programmed	Contacted June 2019, awaiting finalisation of the SW Native Title Settlement
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 Ecoscape be engaged to carry out the Wetlands Park Playground design 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 process to secure grant funds for stages 1,2 & 3 of the project.	Advertisement period completed with minor feedback considered by the Townscape Committee and changes to plan effected where necessary.	Works are continuing, now at 70% completion. To be finished at the end of June. New Comment: Works continue, see Townscape status.
26 Nov 2019	4145				Plan now finalised.	
24 March 2020	4218				Work to commence once Budget has been adopted 2020/2021 Work continues on this project, progress going well.	



FINANCE AND ADMINISTRATION

Date	Resolution #	Officer	Description	Action	Status	Questions & Comments
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		Awaiting Information from the Shire of Williams.
25 Feb 2020	4188	CEO	Town Entry Statements	That the four (4) entry statements into Wagin be refurbished within the current Tourism Budget	First statement sign has been completed and reinstalled. It will take a number of months to upgrade all four statements	Work on the second statement will begin after Woolorama As time permits
26 May 2020	4277	CEO	Wagin Trotting Club – Illumination of Bart the Ram	Develop a proposal to illuminate Bart the Giant Ram. Research funding opportunities	Costs ascertained as being approximately \$7,000	Awaiting Council Prioritisation



28 July 2020	4344	CEO/ DCEO/ CPO	Town Square Redevelopment Stages 1 & 2	<ol style="list-style-type: none"> 1. That the Wagin Town Square Development be comprised of Stage 1 being a portion of the area commencing north of the Library through to Tudhoe Street and from the western side of the toilet block through to Tudhoe Street and that Stage 2 be comprised of the remainder of the lot. 2. That Stage 1 of the development proceeded with. 3. That engineering advice be sought on the feasibility of accommodating the entry and egress of 19-metre-long vehicles through the area deemed to be Stage 2. 4. That the area to accommodate the proposed electronic display sign be relocated eastwards into the garden area provided for in Stage 1 (south west corner) with the objective of maintaining the same distance from Tudhoe Street as per the current approval from Main Roads WA. 5. That provision be made in Stage 1 to accommodate a future electric charging station. 	Completed with exception of tree planning and landscaping.	Plants and Trees ordered will be planted in early June. Decorator, lighting and bins to also go in. Completed by end of June. New Comment: Planting completed
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25 May 2021	4564	CEO/EA	Wagin Airfield	<p>New Action:</p> <p>1. That given that no submissions objecting to the proposed the lease for Sites 1, 2, 3, and 5 of Wagin Aerial Landing Ground Reserve 20595 were received during the statutory advertising period, that, agreements for a period of twenty-one (21) years be entered into.</p> <p>2. That the lease agreements governing the conditions of the leases be submitted to the Minister of Lands for his consent.</p> <p>3. That due to the non-response to the two letters that have been sent to the Lessee of Site 4 (Hanger and Workshop) enquiring whether he intended to enter into a further lease; that he be advised of the Shires intention to call tenders for the lease of these premises.</p> <p>4. That tenders be called for the lease of Site 4 (Hangar and Workshop) for a period of between 12 months and five (5) years to be determined by Council.</p>	<p>New Comment:</p> <p>Lease Agreements that have been returned submitted to the Minister of Lands.</p> <p>Lessee advised</p> <p>Tenders called</p>	
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21 November 2020	4443	CEO/MOW /EA	Regional Airports Program – Round 2	That an application be submitted through the <i>Regional Airports Program – Round 2</i> for the upgrade of the North/South runway at the Wagin Aerial Landing Ground	Application submitted on 02 December 2020.	New Comment: Contact made with funding body, anticipated outcome before end of financial year
27 October 2020	4415	CEO	History of Wagin	That Council support in principle the concept of the “History of Wagin” initiative and to lend support to developing the proposal with the proponent and the Wagin Historical Society.	Construction of building to accommodate project prioritised in LRCIP. Funding approved Wagin Historical Village to manage project.	
25 May 2021	4562	CEO/EHOB		New Action: That the quote No. 5014 submitted by Central Great Southern Sheds (Ranbuild) for the supply and erection of a 15090mm x 320000mm shed, complete with 100 mm reinforced concrete floor at a total cost (including GST) of \$125,632.30 be accepted, subject to the shed being completed not later than the 15 November 2021.		New Comment: Purchase order initiated
27 October 2020	4421	CEO/MOW	Bojanning Park	That Council approve of initiatives to rejuvenate Bojanning Park within the framework of the 2020/21 financial year budget and utilising any grant funding that may be attracted towards this project.	Prioritised for funding in LRCIP. Funding approved, works scheduled.	New Comment: Project Commenced



27 October 2020	4422	CEO/EA/ MOW	Pederick Gas Producer Unit	1. Approve of the proposal to paint and display (under cover) the Pederick Gas Producer Unit at the Wagin Historical Village; 2. Prepare an information board to provide an overview of the Pederick Gas Producer Units and the role they played throughout Australia during the second World War years.	Works programmed.	New Comment: GPU painted; Information board ordered.
27 April 2021	4525	CEO/CSO	Local Laws – Bushfire	That Council, in accordance with the provisions of section 3.16 of the Local Government Act 1995: 1. Propose that the following Local Law be adopted: a. Shire of Wagin Bushfire Brigades Local Law 2. Provide a copy of the proposed new Local Laws listed above, on the Shire of Wagin website and made available for viewing at the Shire of Wagin Administration Office and Wagin Library 3. Advertise that submissions regarding these Local Law changes will be accepted until close of business on the 17 June 2021		Advertised in the West Australian, Tuesday 04 May 2021
23 March 2021	4506	CEO	Wagin Historical Village – Request to Reallocate Grant Funding	That the previous allocation of funds (\$10,000) to the Wagin Historical Village be reallocated to improvement works at the Betty Terry Theatre.	Repair and Painting works planned.	



27 April 2021	4524	CEO	Lot 32 Trent Street (former Road Board Office)	<p>New Action:</p> <p>1. That Council make application for the freeholding of Lot 32 Trent Street (Former Road Board Office) to the Shire of Wagin.</p> <p>2. If Council decides to proceed with the freeholding of the building after advice of the probable acquisition costs, that it initiate a rezoning of Lot 32 Trent Street from Public Purposes to Commercial.</p>		<p>New Comment: Application made – April 2021</p>
25 May 2021	4550	CEO	South West Settlement Agreement	<p>New Action:</p> <p>1. That Council offer no comment on the Template Noongar Heritage Agreement for Local Government and the Cultural Heritage Bill (Draft) 2020.</p> <p>2. That Council invite the South West Land and Sea Council to conduct an information session in Wagin to provide an overview of the implications and the implementation of the South West Settlement Agreements.</p>	<p>New Comment: Invitation extended</p>	

25 May 2021	4552	CEO	Electoral Reform in Legislative Council	New Action: That Council express its concern to the Premier of Western Australia and the Committee formed to review the <i>Electoral Act 1907</i> , about the potential deleterious impacts that diminished parliamentary representation in regional Western Australia would have on the State in general and especially in regional areas.	New Comment: Letter sent	
25 May 2021	4558	CEO		New Action: That Council present its submission, as distributed under separate cover, to the Ministerial Expert Committee.	New Comment: Submission forwarded.	
25 May 2021	4553	CEO	Wagin Cemetery – Memorial Project	<p>New Action:</p> <ol style="list-style-type: none"> 1. That Council support in principle, the proposal for the planning and establishment of a Memorial at the Wagin cemetery to recognise the Aboriginals, paupers and stillborn babies interred in unmarked graves at the Wagin cemetery. 2. That the proposal be further developed to ascertain the probable cost of the project and what funding may be available from external sources. 3. That Council give consideration towards contributory funding towards this project in its deliberations, when compiling the Shires 2021/22 financial year budget. 	New Comment:	

25 May 2021	4555	DCEO /MOF	Change of Banking Institution	<p>New Action: That Council authorise staff to change its current NAB transactional, operational and investment banking, including Municipal Account, Trust Account, Restricted Funds Account, Cash Management Call Account, Reserve Term Deposit, credit card accounts and merchant facilities to Bankwest prior to the 30th July 2021.</p>	<p>New Comment: Bankwest advised. New accounts to be opened prior to the 30th June.</p>	
25 May 2021	4560	MOF	Debt Recovery and Write Offs	<p>New Actions:</p> <ol style="list-style-type: none"> 1. That Council advise AMPAC Debt Recovery to proceed to Judgement and/or PSSO on Assessments A312, A319, A337, A417, A500, A519, A590, A716, A796, A834, A923, A1026, A1046, A1062, A1064, A1461, A2026, A2095, A2299. 2. That Council agree to write off Sundry Debtors totalling \$850.00 being for Invoice 6446, 7099, 7122 and 8251. 	<p>New Comment:</p> <ol style="list-style-type: none"> 1. Completed 2. Completed 	

HEALTH, BUILDING AND PLANNING

Date	Resolution #	Officer	Description	Action	Status	Questions & Comments
26 Mar 2013	2129	CEO	Future Accommodation Requirements – Library/Gallery/Tourist information HACC	CEO to seek concept plans for alternative future venues.	Enquiry initiated for use of the Courthouse. Refer to November Agenda item.	Refer #3776 Fin & Admin
21 November 2020	4441	CEO	Future use of Wagin Courthouse	That Council advise the Department of Planning, Lands and Heritage that it seeks to hold a Management Order over Reserve 46814 with power to lease and that the Shire utilise the building for public purposes and office premises.	New Status: Documentation finalised, transfer of Management Order imminent.	
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	Sportsground & Recreation Precinct Masterplan report was presented to Final Community Meeting. Some changes were requested. Masterplan will be changed and presented to the August Council Meeting for endorsement.	New Comment: First meeting of the Sportsground Precinct Redevelopment Steering Committee held 12 May 2021
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	Final Report to be adopted by Council at August Meeting		
25 Feb 2020	4200		That Council Receive and Endorse the Sportsground & Recreation Precinct Masterplan feasibility study report, endorse	Final Masterplan adopted by Council and has been distributed to the Community. Staff will now engage a contractor to carry out site survey and report back to Council.		

				masterplan option 5 and issue the report for further community comment.		
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	Project delayed due to Telstra prioritising replacement of infrastructure damaged in Eastern States bushfires. Indication from Telstra (June 2020) that this is being progressed with expected completion in early 2021	Could be 2 years before tower is erected 2020. Some land tenure issues that need to be followed up.

HEALTH, BUILDING AND PLANNING

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.	Refer to November Minutes. Revegetation of lot to be programmed	Status Same
27 April 2021	4538	CEO	Telecommunication Tower - Shire of Wagin Administration Building	<p>1. That Council advise the proponent that it has no objection to the installation of telecommunications network equipment at the Wagin Shire Administration Building, subject to the proponent:</p> <p>a) Bearing all costs and obtaining any other approvals associated with the installation and maintenance of the equipment.</p> <p>b) Indemnifying the Shire of Wagin against any costs, claims or damages associated with the installation and maintenance of the equipment.</p> <p>c) Making good and remedying any adverse impacts caused by its equipment to any part of the building, existing equipment thereon and/or any electrical or other interference to existing telecommunications or other infrastructure situated on or around the Shire Administration Building.</p> <p>d) Accepting that should the equipment result in any adverse issues associated with the communications, infrastructure and operations of the Shire of Wagin, that the equipment be decommissioned and removed within 30 days of notice being given.</p> <p>2. That the CEO investigate the implications and viability of taking up the proponents offer of providing an internet service to the Shire at a 30% discount.</p> <p>3. If negotiations can be satisfactorily concluded then the agreement to prevail whilst the telecommunications infrastructure remains in situ on the Shire Administration building.</p> <p>4. That the placement of the proponents infrastructure be governed by way of a formal contract between the proponent and Shire of Wagin.</p>	Issues with proposed contractual arrangement, refer to Agenda item in May Agenda.	



WORKS AND SERVICES

Date	Resolution #	Officer	Description	Action	Status	Questions & Comments
15 December 2020	4463	MOW/CEO	Parking Issue/Traffic Conflict Vernon Street	<ol style="list-style-type: none"> 1. That Council approve the removal of 6 trees alongside Lot 51 Tudhoe Street and Lot 1 Vernon Street Wagin to accommodate off street verge parking for businesses in the area on both sides of the road. 2. That Council accept the offer of the proponent to meet the costs of purchasing and planting 12 trees on adjacent Recreation Reserve 41854 as an offset for the removal of trees in Vernon Street. 	<p>Scheduled to be done prior to 2021 harvest.</p> <p>As time permits</p>	<p>New Comment: Status same</p>
15 December 2020	4474	CEO/DCEO /MOW	Local Roads and Community Infrastructure Program Round 2	<p>That the following projects be prioritised for indicative funding through Round 2 of the Local Roads and Community Infrastructure Program totalling \$279,000;</p> <ol style="list-style-type: none"> 1. Shed – Wagin Historical Village 2. Bullocks Hills Road widening 3. Tudhoe, Tudor and Tavistock Street – Pressure Cleaning and Sealing 4. Wagin War Memorial 5. Stubbs Street kerbing 6. Johnston Street kerbing 7. Tudhoe Street Kerbing 8. Bojanning Park 	<p>Funding application submitted to funding body for projects approval.</p> <p>Funding approved for all projects.</p>	



11. FINANCIAL REPORTS

11.1. FINANCIAL REPORTS – MAY 2021

PROPONENT:	N/A
OWNER:	N/A
LOCATION/ADDRESS:	N/A
AUTHOR OF REPORT:	Manager of Finance
SENIOR OFFICER:	Chief Executive Officer
DATE OF REPORT:	14 June 2021
PREVIOUS REPORT(S):	17 May 2021
DISCLOSURE OF INTEREST:	Nil
FILE REFERENCE:	FM.FI.1
ATTACHMENTS:	<ul style="list-style-type: none">• Monthly Financial Report• Payments List (under separate cover)

OFFICER RECOMMENDATION

Moved Cr

Seconded Cr

That Council adopts the Financial Reports for the period ending 31 May 2021 as presented.

Carried 0/0

OFFICER RECOMMENDATION

Moved Cr

Seconded Cr

That EFT Payments EFT10751 – EFT10786, EFT10788 – EFT10832, EFT10835 – EFT10839 Cheque Payments 5468 – 5477 and Direct Debit Payments from the Municipal Account totalling \$333,874.83 and EFT Payments EFT10787, EFT10833 – EFT10834 Cheque Payments 2590 – 2592 from the Restricted Funds Account totalling \$1,029.98 for the month of May 2021 be endorsed and accepted for payment.

Carried 0/0

BRIEF SUMMARY

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

BACKGROUND/COMMENT

The financial statements for May 2021 with corresponding list of account payments are attached for Council to adopt.

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****

The financial position of the Shire remains strong with cashflows from grants and rates tracking on schedule.

The Adjusted Net Current Assets figure at the 31st of May 2021 is \$953,817 compared to \$1,768,444 in 2020. This figure includes the contract assets and liabilities (listed as income and expenses in advance) as per Australian Accounting Standard AASB 15. The grant income is recognised as revenue when expenditure occurs due to specific performance obligations.

Rates received as at the end of May amounted to \$2,595,570 or 97% which compares with 96% at the same time last year. State road funds have been recouped as soon as practicable with the Direct Grant and 80% of Road Project Grants applied for and received. The Local Roads and Community Infrastructure Program (LRCIP) Phase 1 initial 50% of \$174,481 has been received plus a subsequent instalment of \$67,982. LRCIP Phase 2 projects will be carried out between the 2020/21 and 2021/22 financial years of which the 70% first instalment of \$195,713 was received in April.

The Shire has a total of \$2,720,829 invested in interest bearing accounts which are currently earning interest of 0.05% on Treasury OCFD (\$1,058,628) and 0.22% on Reserve Term Deposit (\$1,662,201). In our current economic climate interest rates are dismal almost to the point of non-existent. The term deposit interest rates with Treasury are less than the on-call account therefore funds will remain where they are for the time being.

The sundry debtor situation continues to be closely monitored with action having been initiated to follow through to recover long outstanding amounts and through entering payment arrangements where applicable, for those debtors having trouble.

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

SHIRE OF WAGIN
MONTHLY FINANCIAL REPORT
(Containing the Statement of Financial Activity)
For the Period Ended 31 May 2021

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

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**MONTHLY FINANCIAL REPORT
FOR THE PERIOD ENDED 31 MAY 2021**

KEY INFORMATION

Items of Significance

The material variance adopted by the Shire of Wagin for the 2020/21 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 2020/21 financial year.

	% Completed	Annual Budget	YTD Actual
Capital Expenditure			
Buildings	68%	20,000	13,594
Plant & Equipment	93%	523,000	483,896
Furniture & Equipment	65%	173,837	113,738
Infrastructure - Roads	85%	1,122,464	951,510
Footpaths	52%	121,962	63,937
Infrastructure - Other	64%	670,250	427,566
Grants, Subsidies and Contributions			
Operating Grants, Subsidies and Contributions	98%	1,296,447	1,276,376
Non-operating Grants, Subsidies and Contributions	118%	919,823	1,083,656
Rates Levied	100%	2,380,726	2,369,728

% Compares current ytd actuals to annual budget

Financial Position	* Note	This Time Last Year 30 May 2020	Year to Date Actual 31 May 2021
Adjusted Net Current Assets	54%	\$ 1,768,444	\$ 953,817
Cash and Equivalent - Unrestricted	66%	\$ 1,878,674	\$ 1,237,767
Cash and Equivalent - Restricted	117%	\$ 1,417,810	\$ 1,662,201
Receivables - Rates	85%	\$ 94,770	\$ 80,392
Receivables - Other	166%	\$ 57,118	\$ 94,838
Payables	87%	\$ 231,390	\$ 201,180

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

PREPARATION TIMING AND REVIEW

Date prepared: All known transactions up to 14 June 2021
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 excluded from the statement, but a separate statement of those monies appears at Note 11.

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.

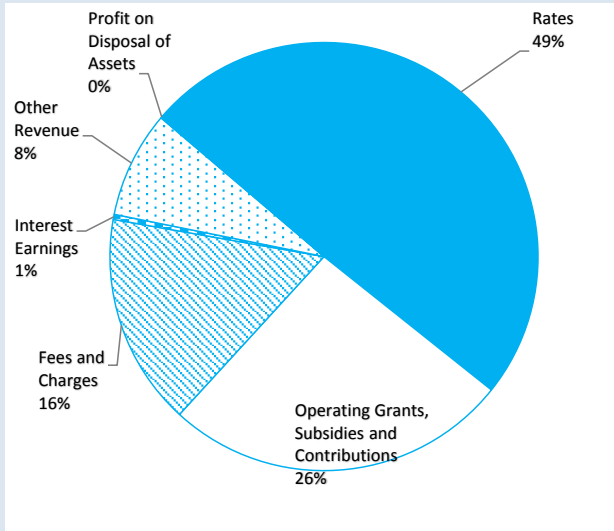
CRITICAL ACCOUNTING ESTIMATES

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.

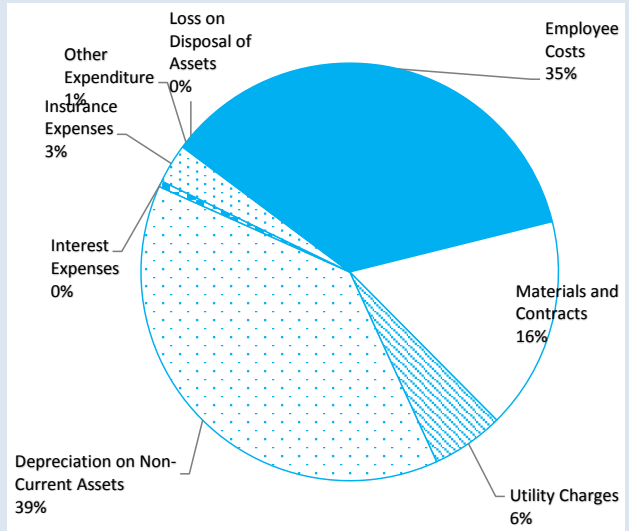
ROUNDING OFF FIGURES

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

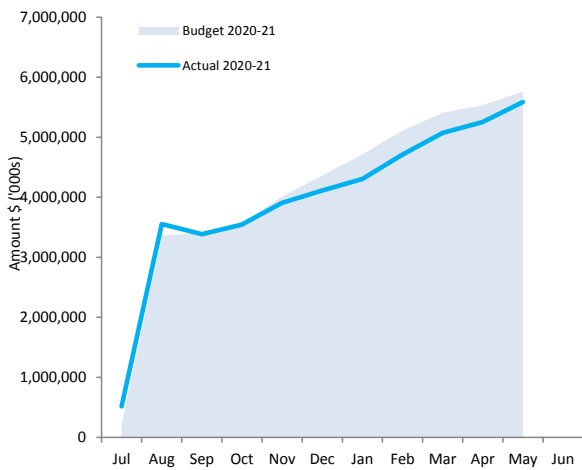
OPERATING REVENUE



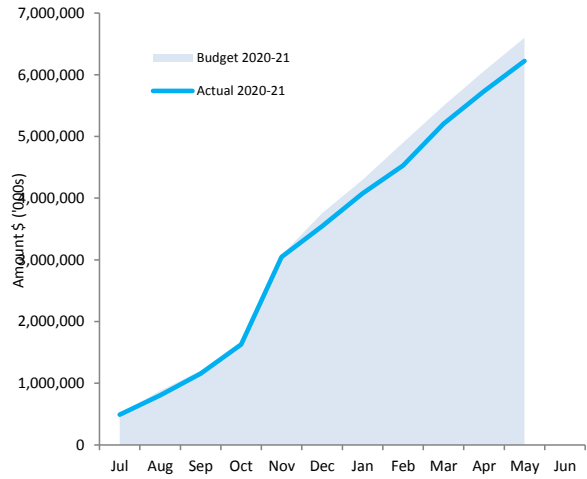
OPERATING EXPENSES



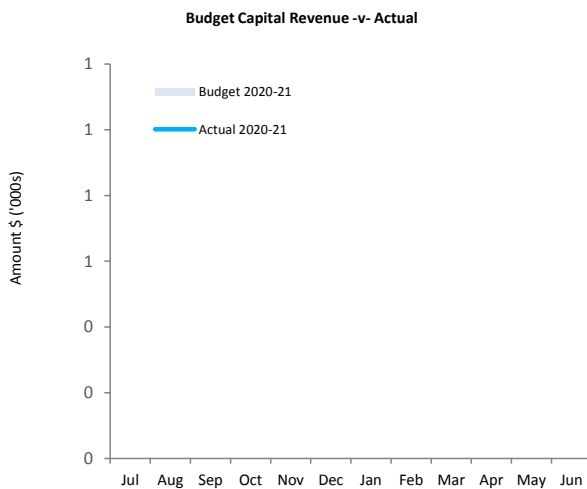
Budget Operating Revenues -v- Actual



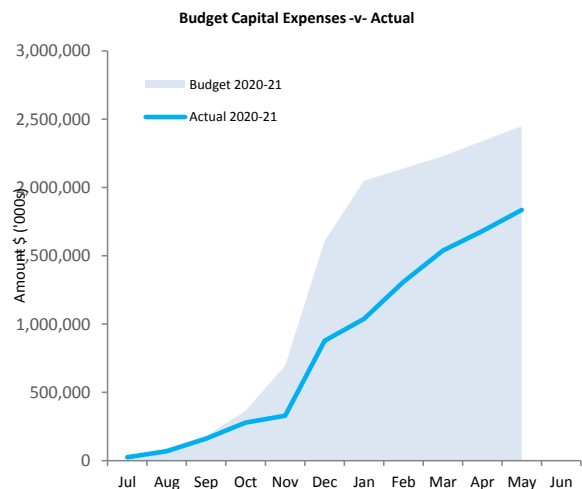
Budget Operating Expenses -v-YTD Actual



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 31 MAY 2021**

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 31 MAY 2021**

STATUTORY REPORTING PROGRAMS

	Ref Note	Annual Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var.
		\$	\$	\$	\$	
Opening Funding Surplus(Deficit)	1(b)	1,126,116	1,126,116	1,122,347	(3,769)	
Revenue from operating activities						
Governance		6,000	5,587	1,018	(4,569)	
General Purpose Funding - Rates	5	2,380,727	2,380,313	2,369,728	(10,585)	
General Purpose Funding - Other		899,685	885,479	865,230	(20,249)	▼
Law, Order and Public Safety		180,991	180,066	140,477	(39,589)	▼
Health		60,132	53,020	52,257	(763)	
Education and Welfare		404,715	391,384	425,506	34,122	▲
Community Amenities		364,325	357,825	360,744	2,919	
Recreation and Culture		95,113	92,864	116,859	23,995	▲
Transport		227,480	219,295	189,824	(29,471)	▼
Economic Services		226,700	207,801	187,978	(19,823)	
Other Property and Services		110,900	101,711	95,360	(6,351)	
		4,956,768	4,875,345	4,804,981		
Expenditure from operating activities						
Governance		(448,060)	(412,723)	(301,115)	111,608	▲
General Purpose Funding		(386,202)	(366,363)	(374,929)	(8,566)	
Law, Order and Public Safety		(298,841)	(280,865)	(262,940)	17,925	
Health		(244,376)	(216,320)	(223,131)	(6,811)	
Education and Welfare		(455,086)	(418,394)	(382,537)	35,857	▲
Community Amenities		(564,900)	(518,348)	(453,687)	64,661	▲
Recreation and Culture		(1,330,731)	(1,220,759)	(1,226,947)	(6,188)	
Transport		(2,677,076)	(2,467,103)	(2,449,919)	17,184	
Economic Services		(388,758)	(357,018)	(358,165)	(1,147)	
Other Property and Services		(354,213)	(341,706)	(190,127)	151,579	▲
		(7,148,243)	(6,599,599)	(6,223,497)		
Operating activities excluded from budget						
Add Back Depreciation		2,566,921	2,353,044	2,398,659	45,615	▲
Adjust (Profit)/Loss on Asset Disposal	6	(17,992)	(17,992)	11,236	29,228	
Adjust Provisions and Accruals		0	0	(7,445)	(7,445)	
Amount attributable to operating activities		357,454	610,798	983,934		
Investing Activities						
Non-operating Grants, Subsidies and Contributions	10	919,823	886,623	781,785	(104,838)	▼
Proceeds from Disposal of Assets	6	195,000	195,000	167,728	(27,272)	▼
Capital Acquisitions	7	(2,631,513)	(2,449,049)	(2,054,241)	394,808	▲
Amount attributable to investing activities		(1,516,690)	(1,367,426)	(1,104,728)		
Financing Activities						
Self-Supporting Loan Principal		19,333	9,594	19,333	9,739	
Transfer from Reserves	9	267,278	0	0	0	
Repayment of Debentures	8	(67,403)	(34,440)	(61,178)	(26,738)	▼
Transfer to Reserves	9	(186,088)	(4,635)	(5,891)	(1,256)	
Amount attributable to financing activities		33,120	(29,481)	(47,736)		
Closing Funding Surplus(Deficit)	1(b)	0	340,007	953,817		

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 2020/21 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 31 MAY 2021**

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 31 MAY 2021**

BY NATURE OR TYPE

	Ref Note	Annual Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var.
		\$	\$	\$	\$	
Opening Funding Surplus (Deficit)	1(b)	1,126,116	1,126,116	1,122,347	(3,769)	
Revenue from operating activities						
Rates	5	2,380,726	2,380,313	2,369,728	(10,585)	
Operating Grants, Subsidies and Contributions	10	1,296,447	1,286,599	1,253,731	(32,868)	▼
Fees and Charges		778,680	745,313	767,743	22,430	▲
Interest Earnings		52,063	44,972	18,568	(26,404)	▼
Other Revenue		430,860	400,156	387,242	(12,914)	
Profit on Disposal of Assets	6	17,992	17,992	7,969	(10,023)	
		4,956,768	4,875,345	4,804,981		
Expenditure from operating activities						
Employee Costs		(2,533,808)	(2,345,605)	(2,161,782)	183,824	▲
Materials and Contracts		(1,281,814)	(1,203,564)	(1,023,019)	180,545	▲
Utility Charges		(372,039)	(323,110)	(348,700)	(25,590)	▼
Depreciation on Non-Current Assets		(2,566,921)	(2,353,044)	(2,398,659)	(45,615)	▼
Interest Expenses		(31,391)	(28,776)	(28,456)	321	
Insurance Expenses		(187,283)	(187,283)	(190,011)	(2,728)	
Other Expenditure		(174,987)	(158,217)	(53,667)	104,550	▲
Loss on Disposal of Assets	6	0	0	(19,204)		
		(7,148,243)	(6,599,599)	(6,223,497)		
Operating activities excluded from budget						
Add back Depreciation		2,566,921	2,353,044	2,398,659	45,615	▲
Adjust (Profit)/Loss on Asset Disposal	6	(17,992)	(17,992)	11,236	29,228	
Adjust Provisions and Accruals		0	0	(7,445)	(7,445)	
Amount attributable to operating activities		357,454	610,798	983,934		
Investing activities						
Non-operating grants, subsidies and contributions	10	919,823	886,623	781,785	(104,838)	▼
Proceeds from Disposal of Assets	6	195,000	195,000	167,728	(27,272)	▼
Capital acquisitions	7	(2,631,513)	(2,449,049)	(2,054,241)	394,808	▲
Amount attributable to investing activities		(1,516,690)	(1,367,426)	(1,104,727)		
Financing Activities						
Self-Supporting Loan Principal		19,333	9,594	19,333	9,739	
Transfer from Reserves	9	267,278	0	0	0	
Repayment of Debentures	8	(67,403)	(34,440)	(61,178)	(26,738)	▼
Transfer to Reserves	9	(186,088)	(4,635)	(5,891)	(1,256)	
Amount attributable to financing activities		33,120	(29,481)	(47,736)		
Closing Funding Surplus (Deficit)	1(b)	0	340,007	953,817		

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.

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MAY 2021**

**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 2020/21 financial year is \$20,000.

Reporting Program	Var. \$	Var.	Timing/ Permanent	Explanation of Variance
	\$			
Revenue from operating activities				
General Purpose Funding - Other	(20,249)	▼	Permanent	Bank Interest much lower than anticipated.
Law, Order and Public Safety	(39,589)	▼	Timing	MAF Funding yet to be received.
Education and Welfare	34,122	▲	Permanent	Homecare Fee for Service higher than budgeted.
Transport	(29,471)	▼	Permanent	RADs Airport Grant unsuccessful which is offset by lack of expenditure.
Expenditure from operating activities				
Governance	111,608	▲	Permanent	Admin Salaries, Removal and Training Expenses under Budget. CPO position vacant for majority of the year when budgeted for. Removal expenses for new CEO not required. Conferences and Training minimal due to pandemic.
Education and Welfare	35,857	▲	Timing	Contract Liability movement - non cash.
Community Amenities	64,661	▲	Timing	Town Planning Expenses & Refuse Site Maintenance under year to date budget.
Other Property and Services	151,579	▲	Timing	Council Housing Maintenance, Consultants and Community Requests/Donations/Sponsorship under YTD budget.
Investing Activities				
Non-operating Grants, Subsidies and Contributions	(104,838)	▼	Timing	RRG, Main Roads Bridge 18/19 Funding & LRCIP projects yet to be finalised.
Proceeds from Disposal of Assets	(27,272)	▼	Permanent	Proceeds from Grader disposal less than anticipated.
Capital Acquisitions	394,808	▲	Timing	CCTV Upgrade, Footpath Program, Sportsground Precinct, Wetlands Park, Airport Development and Townscape Projects all to be finalised.

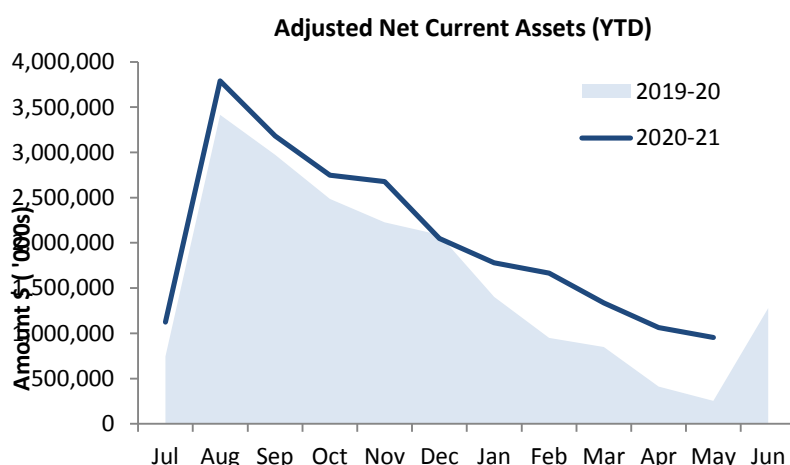
	Ref Note	Last Years Closing 30 June 2020	This Time Last Year 31 May 2020	Year to Date Actual 31 May 2021
		\$	\$	\$
Adjusted Net Current Assets				
Current Assets				
Cash Unrestricted	3	1,246,490	1,878,674	1,229,566
Cash Restricted	3	1,680,778	1,417,810	1,662,201
Receivables - Rates	4	63,810	94,770	80,392
Receivables - Other	4	136,401	57,118	94,838
Loans receivable		19,333	9,450	9,739
Interest / ATO Receivable		0	0	0
Accrued Income / Expenses In Advance		29,241	110,921	129,616
Inventories		38,574	46,978	38,574
		3,214,627	3,615,721	3,244,926
Less: Current Liabilities				
Payables		(247,789)	(231,390)	(201,180)
Accrued Expenses / Income In Advance		(107,308)	(151,555)	(380,918)
Regional Refuse Group Accrued Funds		(37,071)	(37,071)	(37,071)
Provisions - Loans, Annual & Long Service Leave		(376,307)	(322,768)	(315,129)
		(768,476)	(742,784)	(934,298)
Unadjusted Net Current Assets		2,446,151	2,872,937	2,310,628
Adjustments and exclusions permitted by FM Reg 32				
Less: Cash reserves	3	(1,680,778)	(1,417,810)	(1,662,201)
Less: Loans receivable		(19,333)	(9,450)	(9,739)
Add: Provisions - Loans, Annual & Long Service Leave		376,307	322,768	315,129
Adjusted Net Current Assets		1,122,347	1,768,444	953,817

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)

\$.95 M

Last Year YTD

Surplus(Deficit)

\$1.77 M

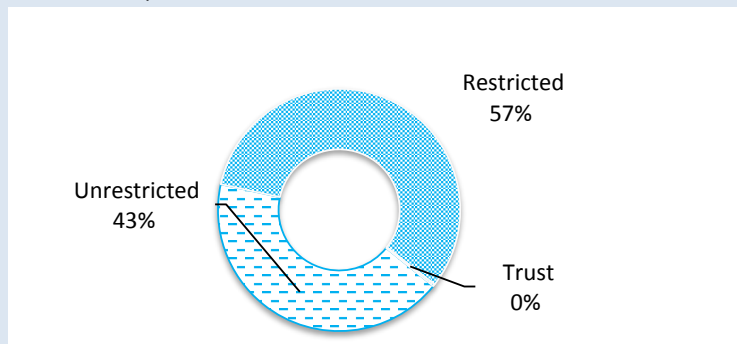
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MAY 2021**

**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	158,900			158,900	NAB	Nil	At Call
Overnight Cash Deposit Facility	1,058,628			1,058,628	Treasury	0.05%	At Call
Restricted Funds Account	18,888			18,888	NAB	Nil	At Call
Trust Fund			8,200	8,200	NAB	Nil	At Call
Term Deposits							
Municipal Investment - Term Deposit		1,662,201		1,662,201	NAB	0.22%	29-Jun-21
Total	1,237,767	1,662,201	8,200	2,908,167			

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
\$2.91 M	\$1.24 M

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MAY 2021**

**OPERATING ACTIVITIES
NOTE 4
RECEIVABLES**

Rates Receivable	30 June 2020	31 May 2021
	\$	\$
Opening Arrears Previous Years	56,891	63,810
Levied this year	2,592,059	2,612,152
Less Collections to date	(2,585,140)	(2,595,570)
Equals Current Outstanding	63,810	80,393
Net Rates Collectable	63,810	80,393
% Collected	99.73%	0.00%

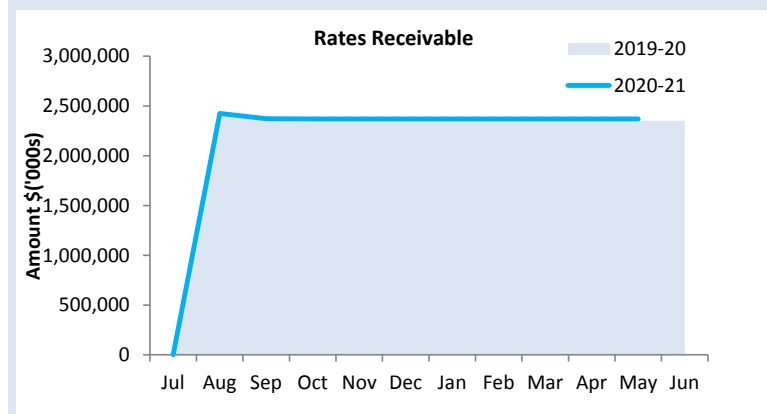
Receivables - General	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$
Receivables - General	25,943	19,770	24,943	26,682	97,338
Percentage	27%	20%	26%	27%	
Balance per Trial Balance					
Sundry debtors					97,338
Loans receivable - clubs/institutions					9,739
Doubtful Debtors					(2,500)
Total Receivables General Outstanding					104,577
Amounts shown above include GST (where applicable)					

KEY INFORMATION

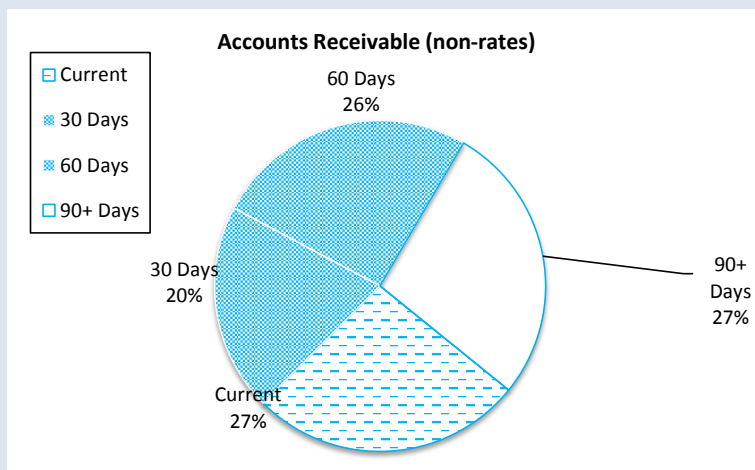
Trade and other receivables include amounts due from ratepayers for unpaid rates and service charges and other amounts due from third parties for goods sold and services performed in the ordinary course of business.

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
0%	\$80,393



Debtors Due
\$104,577
Over 30 Days
73%
Over 90 Days
27%

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MAY 2021**

**OPERATING ACTIVITIES
NOTE 5
RATE REVENUE**

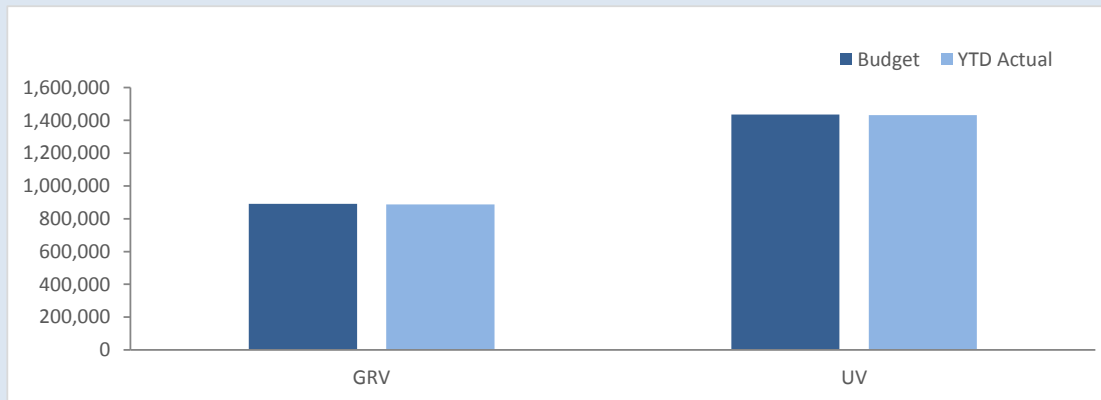
General Rate Revenue

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	0.111450	746	7,969,475	888,174	2,000	1,000	891,174	888,174	-214	-138	887,822
UV	0.006820	304	210,173,000	1,432,960	2,000	0	1,434,960	1,432,960	-1,072	0	1,431,888
	Minimum \$										
GRV	580	144	280,029	83,520	0	0	83,520	83,520	0	0	83,520
UV	580	77	3,270,037	44,660	0	0	44,660	44,660	0	0	44,660
Sub-Totals		1,271	221,692,541	2,449,314	4,000	1,000	2,454,314	2,449,314	-1,286	-138	2,447,890
Discount							(86,105)				(90,679)
Amount from General Rates							2,368,209				2,357,211
Ex-Gratia Rates							12,517				12,517
Total General Rates							2,380,726				2,369,728

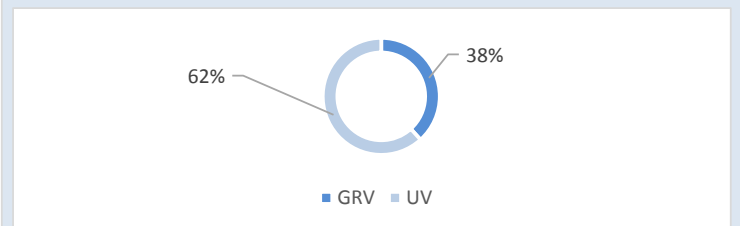
SIGNIFICANT ACCOUNTING POLICIES

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	%
\$2.37 M	\$2.36 M	100%

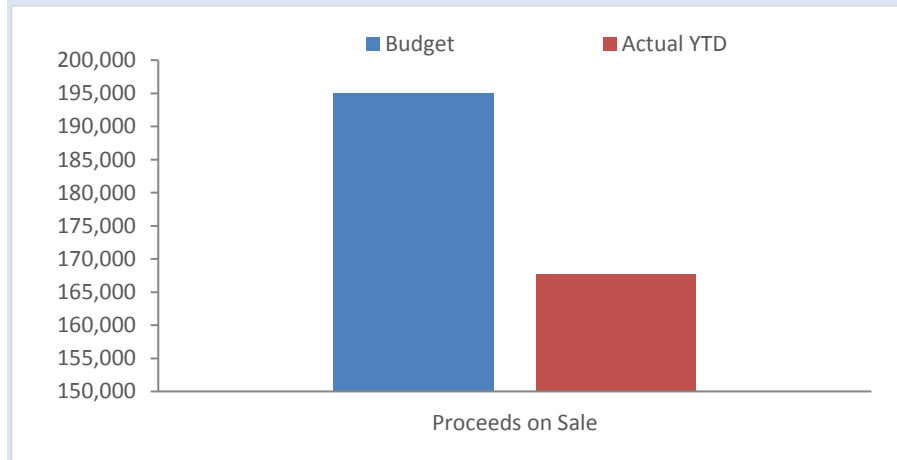


**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MAY 2021**

**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)
		\$	\$	\$	\$	\$	\$	\$	\$
P04	MOW Vehicle	20,055	30,000	9,945		20,647	27,727	7,081	
P10	Komatsu Grader	136,110	140,000	3,890		137,294	119,092		(18,202)
P24	Toyota Hilux Workmate Ttop	6,806	7,500	694		6,865	6,364		(501)
P25	Toyota Hilux Workmate Ttop Tipper	7,231	10,000	2,769		7,294	8,182	888	
P85	Toyota Hilux Workmate Ttop	6,806	7,500	694		6,865	6,364		(501)
		177,008	195,000	17,992	0	178,964	167,728	7,969	(19,204)

KEY INFORMATION



Proceeds on Sale		
Budget	YTD Actual	%
\$195,000	\$167,728	86%

Capital Acquisitions	Annual Budget	YTD Budget	YTD Actual Total	YTD Budget Variance
	\$	\$	\$	\$
Buildings	(20,000)	(20,000)	(13,594)	6,406
Plant & Equipment	(523,000)	(523,000)	(483,896)	39,104
Furniture & Equipment	(173,837)	(173,837)	(113,738)	60,099
Infrastructure - Roads	(1,122,464)	(940,000)	(951,510)	(11,510)
Footpaths	(121,962)	(121,962)	(63,937)	58,025
Infrastructure - Other	(670,250)	(670,250)	(427,566)	242,684
Capital Expenditure Totals	(2,631,513)	(2,449,049)	(2,054,241)	394,808

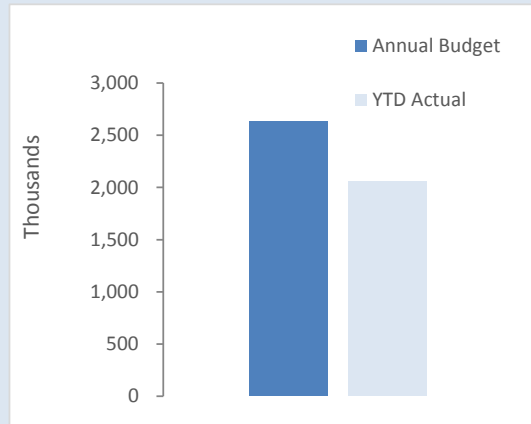
Capital Acquisitions Funded By:

	\$	\$	\$	\$
Capital grants and contributions	919,823	886,623	1,083,656	197,033
Other (Disposals & C/Fwd)	195,000	0	167,728	167,728
Cash Backed Reserves				
Plant Replacement Reserve	28,000	0	0	0
Municipal Buildings Reserve	50,000	0	0	0
Recreation Development Reserve	30,000	0	0	0
Electronic Sign Reserve	66,272	0	0	0
Sportsground Precinct Redevelopment Reserve	70,000	0	0	0
Contribution - operations	1,272,418	1,562,426	802,857	(759,569)
Capital Funding Total	2,631,513	2,449,049	2,054,241	(394,808)

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



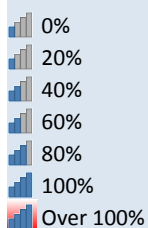
Acquisitions	Annual Budget	YTD Actual	% Spent
	\$2.63 M	\$2.05 M	78%
Capital Grant	Annual Budget	YTD Actual	% Received
	\$.92 M	\$1.08 M	118%

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						
Buildings						
	Solar Panels - Admin Office	E167744	(20,000)	(20,000)	(13,594)	6,406
			(20,000)	(20,000)	(13,594)	6,406
Plant & Equipment						
	MOW Vehicle (P04)	PE2101	(48,000)	(48,000)	(47,991)	9
	Komatsu Grader (P10)	PE2102	(390,000)	(390,000)	(359,150)	30,850
	Toyota Hilux Workmate Ttop (P24)	PE2103	(27,500)	(27,500)	(23,692)	3,808
	Toyota Hilux Workmate Ttop (P25)	PE2104	(30,000)	(30,000)	(29,396)	604
	Toyota Hilux Workmate Ttop (P85)	PE2105	(27,500)	(27,500)	(23,667)	3,833
			(523,000)	(523,000)	(483,896)	39,104
Furniture & Equipment						
	IT Upgrade Project	E167742	(20,000)	(20,000)	(14,973)	5,027
	Swimming Pool Vacuum Cleaner	E167754	0	0	(15,042)	(15,042)
	CCTV Upgrade	E167110	(52,565)	(52,565)	(594)	51,971
	Electronic Advertising Sign	FE2101	(66,272)	(66,272)	(51,032)	15,240
	Community Centre - Park Furniture	FE2102	(30,000)	(30,000)	(27,405)	2,595
	Depot Hoist	E167763	(5,000)	(5,000)	(4,692)	308
			(173,837)	(173,837)	(113,738)	60,099
Infrastructure - Roads						
	Capital Works Program	E167103	(1,122,464)	(940,000)	(951,510)	(11,510)
			(1,122,464)	(940,000)	(951,510)	(11,510)
Footpaths						
	Footpath Program	E167124	(121,962)	(121,962)	(63,937)	58,025
			(121,962)	(121,962)	(63,937)	58,025
Infrastructure - Other						
	Cemetery Upgrade	E167191	(8,000)	(8,000)	(7,166)	834
	Community Centre/RSL Park Development	E167125	(20,000)	(20,000)	(21,226)	(1,226)
	Cricket Pitch - Replacement of Existing	IO2101	(15,000)	(15,000)	(16,135)	(1,135)
	Giant Ram Painting	IO2102	(25,000)	(25,000)	(27,060)	(2,060)
	Sportsground Precinct Redevelopment	IO2103	(70,000)	(70,000)	(2,915)	67,085
	Ticket Box - Sportsground Entrance	IO2104	(10,000)	(10,000)	(13,720)	(3,720)
	Town Centre Development	IO2105	(180,000)	(180,000)	(202,039)	(22,039)
	Wetlands Park Upgrade	IO2106	(217,250)	(217,250)	(122,333)	94,917
	Airport Development	E167782	(50,000)	(50,000)	(227)	49,773
	Street Lighting	IO2107	(15,000)	(15,000)	(11,509)	3,491
	Townscape	IO2108	(60,000)	(60,000)	(2,410)	57,590
	Historical Village Shed	E167784	0	0	(825)	(825)
			(670,250)	(670,250)	(427,566)	243,509
Capital Expenditure Total			(2,631,513)	(2,449,049)	(2,054,241)	395,633

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 31 MAY 2021**

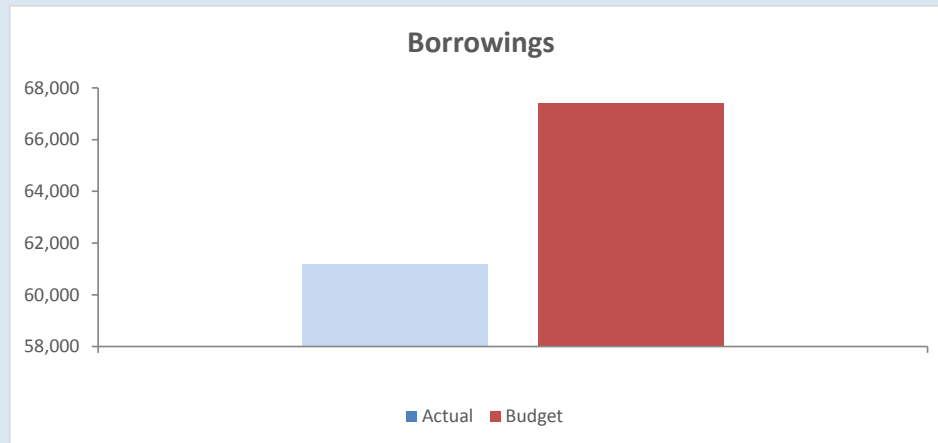
**FINANCING ACTIVITIES
NOTE 8
BORROWINGS**

Information on Borrowings Particulars	30 Jun 2020	New Loans		Principal Repayments		Principal Outstanding		Interest Repayments	
		Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget
	\$	\$	\$	\$	\$	\$	\$	\$	\$
Recreation and Culture									
Loan 131 - Recreation Centre Development	49,939	0	0	4,877	9,909	45,062	49,939	1,596	3,035
Loan 139 - Swimming Pool Redevelopment	214,622	0	0	13,322	13,322	201,300	214,622	10,715	10,715
Other Property and Services									
Loan 137 - Staff Housing	155,432	0	0	12,725	13,917	142,707	155,432	8,261	8,977
Loan 138 - Doctor Housing	76,891	0	0	10,922	10,922	65,970	76,891	4,653	4,653
	496,884	0	0	41,845	48,070	455,039	496,884	25,224	27,380
Self supporting loans									
Recreation and Culture									
Loan 141 - Wagin Ag Society (SSL)	136,749	0	0	19,333	19,333	117,416	136,749	4,011	4,011
	136,749	0	0	19,333	19,333	117,416	136,749	4,011	4,011
Total	633,633	0	0	61,178	67,403	572,455	633,633	29,235	31,391

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.

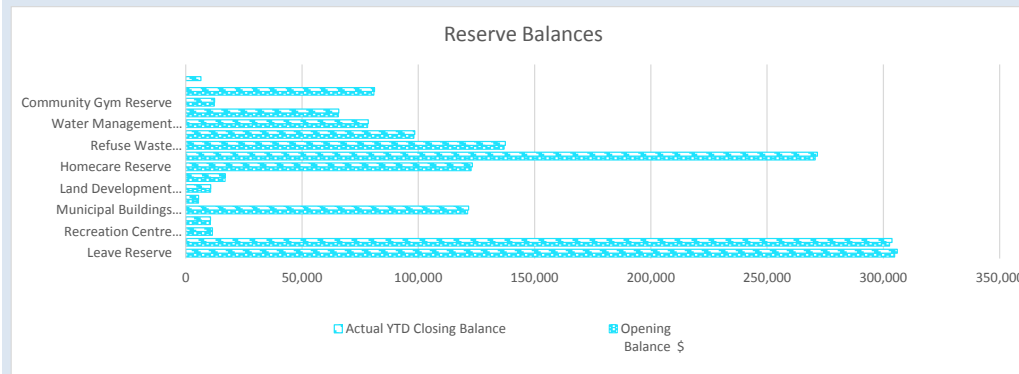


Principal Repayments	\$61,178
Interest Earned	\$18,568
Interest Expense	\$29,235
Reserves Bal	\$1.66 M
Loans Due	\$.57 M

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	304,895	3,049	1,084	0	0	0	0	307,944	305,980
Plant Replacement Reserve	302,669	3,027	1,076	0	0	(28,000)	0	277,696	303,746
Recreation Centre Equipment Reserve	11,479	115	41	1,800	0	(2,000)	0	11,394	11,520
Aerodrome Maintenance & Development Reserve	10,630	106	38	7,900	0	0	0	18,636	10,668
Municipal Buildings Reserve	121,264	1,213	431	0	0	(50,000)	0	72,477	121,696
Admin Centre Furniture, Equipment & IT Reserve	5,516	55	20	5,000	0	0	0	10,571	5,535
Land Development Reserve	10,709	107	38	0	0	0	0	10,816	10,747
Community Bus Reserve	16,974	170	60	0	0	0	0	17,144	17,035
Homecare Reserve	122,789	1,228	437	0	0	(9,206)	0	114,811	123,226
Recreation Development Reserve	270,680	2,707	963	60,000	0	(35,000)	0	298,387	271,643
Refuse Waste Management Reserve	136,947	1,369	487	19,825	0	0	0	158,141	137,434
Refuse Site Rehabilitation Reserve	98,142	981	349	20,000	0	0	0	119,123	98,491
Water Management Reserve	78,255	783	278	0	0	(5,000)	0	74,038	78,533
Electronic Sign Reserve	65,616	656	233	0	0	(66,272)	0	0	65,850
Community Gym Reserve	12,337	123	44	0	0	(1,800)	0	10,660	12,381
Sportsground Precinct Redevelopment Reserve	80,906	809	288	50,000	0	(70,000)	0	61,715	81,194
Emergency/Bushfire Control Reserve	6,500	65	23	0	0	0	0	6,565	6,523
Community Events Reserve	0	0	0	5,000	0	0	0	5,000	0
	1,656,310	16,563	5,891	169,525	0	(267,278)	0	1,575,120	1,662,201

KEY INFORMATION



Grants and Contributions

		Annual Budget	YTD Budget	YTD Actual	YTD Variance
Operating grants, subsidies and contributions					
General Purpose Funding					
Grants Commission - General	1032005	455,916	455,916	441,970	(13,946)
Grants Commission - Roads	1032010	219,016	219,016	224,849	5,833
Law, Order and Public Safety					
DFES Grant - Operating Bush Fire Brigade	1051010	56,550	56,550	56,550	(0)
DFES Grant - MAF Funding	1051070	55,250	55,250	27,625	(27,625)
DFES Grant - Operating SES	1051075	29,140	29,140	41,878	12,738
Education and Welfare					
HACC Recurrent Grant	1082010	317,000	310,587	317,596	7,009
Recreation and Culture					
Volunteering WA	1119030	1,000	1,000	0	(1,000)
WA Police Force - Christmas Street Carnival	1119031	0	0	8,300	8,300
Develop Disability Council - Christmas Street Carnival	1119031	0	0	1,000	1,000
NADC - Australia Day Messaging & Branding	1119031	0	0	1,000	1,000
NADC - Australia Day 2021 COVID Safe Grants Program	1119031	0	0	20,000	20,000
Dept of Veteran Affairs - War Memorial Furniture	1119031	0	0	9,091	9,091
Transport					
Direct Road Grants	1121005	121,340	121,340	121,340	0
Regional Airports Development Scheme (RADs)	1126015	30,000	30,000	0	(30,000)
Operating Contributions					
Contribution to New Cricket Pitch	1113025	5,000	5,000	0	(5,000)
Rec Centre Equipment Contributions	1113030	1,800	1,800	1,800	0
Contribution to Woolorama	1119015	1,000	1,000	0	(1,000)
Contribution - St Lighting	1121025	3,435	0	3,377	3,377
Operating grants, subsidies and contributions Total		1,296,447	1,286,599	1,276,376	(10,223)
Non-operating grants, subsidies and contributions					
Community Amenities					
Contributions to Cemetery Upgrade	1107025	8,000	8,000	8,000	0
Recreation and Culture					
Wetlands Park Playground Upgrade Contribution	1113040	33,200	0	0	0
Electronic Sign Contributions	1119020	0	0	5,000	5,000
Transport					
Road Project Grants	1121010	307,605	307,605	246,084	(61,521)
Roads To Recovery Grant	1121015	222,056	222,056	312,145	90,089
Main Roads Bridge 18/19 Funding	1121076	0	0	74,251	74,251
LRCIP Funding	1121076	348,962	348,962	438,176	89,214
Non-operating grants, subsidies and contributions Total		919,823	886,623	1,083,656	197,033
Grand Total		2,216,270	2,173,222	2,360,032	186,810

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MAY 2021**

**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 31 May 2021
	Opening Balance 01 Jul 2020	Amount Received	Amount Paid	
	\$	\$	\$	\$
In Lieu of Public Open Space	8,200	0	0	8,200
	8,200	0	0	8,200

Description	RESTRICTED FUNDS ACCOUNT			Closing Balance 31 May 2021
	Opening Balance 01 Jul 2020	Amount Received	Amount Paid	
	\$	\$	\$	\$
Deposits - Town Hall	800	2,600	(2,300)	1,100
Deposits - Community Bus	750	1,650	(1,650)	750
Deposits - Rec Ctr & EFP	3,155	4,907	(5,100)	2,962
Deposits - Animal Trap	100	50	(150)	0
BCITF	0	2,354	(2,354)	0
Deposit - Community Gym Key	2,760	2,460	(810)	4,410
Building Services Levy	185	4,871	(4,796)	260
Nomination Deposits	160	-160	0	0
Pre-Paid Rates	0	0	0	0
Other Deposits	6,679	-20	160	6,819
Unclaimed Monies	1,733	414	0	2,147
Transport Licensing	0	0	0	0
Bank Charges	0	0	0	0
Banking Errors	0	0	0	0
Deposit - Refuse Site Key	20	0	0	20
Staff Christmas Fund	0	0	0	0
Trust Accounts Receivable	126	293	0	419
Cemetery Shelter Contributions	8,000	0	(8,000)	0
	24,468	19,420	(25,000)	18,888

SHIRE OF WAGIN
STATEMENT OF OPERATING INCOME AND EXPENDITURE
FOR THE PERIOD ENDED 31 MAY 2021

COA	Description	Type	Annual Budget	YTD Budget	YTD Actual
General Purpose Funding					
Rate Revenue					
I031005	GRV	Inc	888,174	888,174	888,174
I031010	GRV Minimums	Inc	83,520	83,520	83,520
I031015	UV	Inc	1,432,960	1,432,960	1,432,960
I031020	UV Minimums	Inc	44,660	44,660	44,660
I031025	GRV Interim Rates	Inc	2,000	1,837	(214)
I031030	UV Interim Rates	Inc	2,000	1,837	(1,072)
I031035	Back Rates	Inc	1,000	913	(138)
I031040	Ex-Gratia Rates (CBH)	Inc	12,517	12,517	12,517
I031045	Discount Allowed	Inc	(86,105)	(86,105)	(90,679)
I031050	Instalment Admin Charge	Inc	8,000	8,000	4,243
I031055	Account Enquiry Fee	Inc	2,500	2,288	4,207
I031060	(Rate Write Offs)	Inc	(5,000)	(5,000)	(23)
I031065	Penalty Interest	Inc	12,000	11,000	7,284
I031070	Emergency Services Levy	Inc	113,467	113,467	112,963
I031075	ESL Penalty Interest	Inc	700	638	428
I031080	Instalment Interest	Inc	3,500	3,212	3,652
I031090	Rate Legal Charges	Inc	10,000	9,163	22,215
			2,525,893	2,523,081	2,524,697
E031005	Valuation Expenses	Exp	(10,000)	(9,750)	(8,457)
E031010	Legal Costs/Expenses	Exp	(1,000)	(913)	(1,009)
E031015	Title Searches	Exp	(600)	(550)	(27)
E031020	Rate Recovery Expenses	Exp	(10,000)	(9,163)	(23,251)
E031025	Printing Stationery Postage	Exp	(2,000)	(2,000)	(2,530)
E031030	Emergency Services Levy	Exp	(113,467)	(113,467)	(112,879)
E031040	Rate Refunds	Exp	(1,000)	(1,000)	0
E031041	Rates & Rubbish Waivers/Concessions	Exp	(2,810)	(2,810)	(2,846)
E031100	Administration Allocated	Exp	(91,322)	(83,710)	(83,710)
			(232,199)	(223,363)	(234,709)
Other General Purpose Funding					
I032005	Grants Commission General	Inc	455,916	455,916	441,970
I032010	Grants Commission Roads	Inc	219,016	219,016	224,849
I032020	Administration Rental	Inc	36,000	33,000	33,000
I032025	Photocopies, Publications, PA & Projector Hire	Inc	1,500	1,375	255
I032030	Reimbursements	Inc	100	88	0
I032035	SS Loans Interest & GFee Reimb.	Inc	4,924	2,556	2,555
I032040	Bank Interest	Inc	20,000	18,337	1,741
I032045	Reserves Interest	Inc	16,563	12,423	5,891
I032055	Commissions & Recoups	Inc	500	0	0
			754,519	742,711	710,261
E032005	Bank Fees and Charges	Exp	(12,000)	(11,000)	(8,662)
E032015	Interest on Loans	Exp	(31,391)	(28,776)	(29,235)
E032030	Audit Fees & Other Services	Exp	(22,000)	(22,000)	(21,100)
E032035	Administration Allocated	Exp	(88,612)	(81,224)	(81,224)
			(154,003)	(143,000)	(140,221)
Total General Purpose Income			3,280,412	3,265,792	3,234,958
Total General Purpose Expenditure			(386,202)	(366,363)	(374,929)
Governance					

COA	Description	Type	Annual Budget	YTD Budget	YTD Actual
Members of Council					
I041020	Other Income Relating to Members	Inc	1,000	1,000	236
			1,000	1,000	236
E041005	Sitting Fees	Exp	(18,000)	(13,500)	(15,875)
E041010	Training	Exp	(8,000)	(7,337)	(206)
E041015	Members Travelling	Exp	(1,000)	(750)	(410)
E041025	Election Expenses	Exp	0	0	(605)
E041030	Other Expenses	Exp	(5,000)	(3,750)	(4,552)
E041035	Conference Expenses	Exp	(10,475)	(9,603)	(214)
E041040	Presidents Allowance	Exp	(12,000)	(9,000)	(9,000)
E041045	Deputy Presidents Allowance	Exp	(3,000)	(2,250)	(1,500)
E041055	Refreshments and Receptions	Exp	(10,000)	(9,163)	(9,845)
E041060	Presentations	Exp	(2,500)	(2,288)	(2,356)
E041065	Insurance	Exp	(9,298)	(9,298)	(10,473)
E041070	Public Relations	Exp	(3,000)	(2,750)	(148)
E041075	Subscriptions	Exp	(32,000)	(32,000)	(31,486)
E041100	Administration Allocated	Exp	(106,833)	(97,933)	(97,933)
			(221,106)	(199,622)	(184,603)
Other Governance					
I042030	Profit on Sale of Asset	Inc	0	0	0
I042045	Admin Reimbursements	Inc	5,000	4,587	781
I042050	Paid Parental Leave Reimbursement	Inc	0	0	0
			5,000	4,587	781
E042005	Administration Salaries	Exp	(679,782)	(623,139)	(551,832)
E042008	Admin Leave/Wages Liability	Exp	0	0	0
E042010	Administration Superannuation	Exp	(75,307)	(69,036)	(64,687)
E042011	Loyalty Allowance	Exp	(5,400)	(4,950)	(5,035)
E042012	Housing Allowance Admin	Exp	(9,590)	(9,303)	(10,279)
E042015	Insurance	Exp	(21,996)	(21,996)	(23,114)
E042020	Staff Training	Exp	(14,000)	(12,837)	(4,795)
E042025	Removal Expenses	Exp	(8,000)	(8,000)	0
E042030	Printing & Stationery	Exp	(30,000)	(27,500)	(28,566)
E042035	Phone, Fax & Modem	Exp	(10,000)	(9,163)	(2,858)
E042040	Office Maintenance	Exp	(56,015)	(50,222)	(57,933)
E042045	Advertising	Exp	(8,000)	(7,337)	(9,926)
E042050	Office Equipment Maintenance	Exp	(3,000)	(2,750)	(2,553)
E042055	Postage & Freight	Exp	(4,000)	(3,663)	(2,871)
E042060	Vehicle Running Expenses	Exp	(8,000)	(7,337)	(6,203)
E042065	Legal Expenses	Exp	(3,000)	(2,750)	(1,970)
E042070	Garden Expenses	Exp	(10,000)	(9,174)	(7,660)
E042075	Conference & Training	Exp	(11,000)	(10,087)	(3,920)
E042080	Computer Support	Exp	(90,000)	(87,500)	(86,722)
E042085	Other Expenses	Exp	(1,500)	(1,375)	(1,393)
E042090	Administration Allocated	Exp	(226,954)	(208,043)	(208,043)
E042095	Fringe Benefits Tax	Exp	(15,000)	(11,250)	(9,430)
E042100	Staff Uniforms	Exp	(4,000)	(3,663)	(3,491)
E042115	Cash Round Off Control	Exp	0	0	5
E042120	Depreciation - Other Governance	Exp	(51,071)	(46,816)	(47,525)
E042125	Less Administration Allocated	Exp	1,129,161	1,035,078	1,035,078
E042155	Lease of Photocopier	Exp	(2,500)	(2,288)	(404)
E042160	CEO Recruitment	Exp	(8,000)	(8,000)	(10,389)
E042165	Paid Parental Leave	Exp	0	0	0
			(226,954)	(213,101)	(116,516)
Total Governance Income			6,000	5,587	1,018
Total Governance Expenditure			(448,060)	(412,723)	(301,115)

COA	Description	Type	Annual Budget	YTD Budget	YTD Actual
Law, Order & Public Safety					
Fire Prevention					
I051010	BFB Operating Grant	Inc	56,550	56,550	42,423
I051015	Sale of Fire Maps	Inc	300	275	91
I051025	Reimbursements	Inc	3,000	2,750	1,001
I051030	Bush Fire Infringements	Inc	1,500	1,500	2,155
I051035	ESL Admin Fee	Inc	4,000	4,000	4,000
I051050	SES Call-out Income	Inc	0	0	167
I051070	Other Bushfire Grants Income	Inc	55,250	55,250	38,300
I051075	SES Operating Grant	Inc	29,140	29,140	22,685
			149,740	149,465	110,822
E051005	BFB Operation Expenditure	Exp	(56,550)	(53,573)	(42,423)
E051010	Communication Mtce	Exp	(3,000)	(2,850)	(3,259)
E051015	Advertising & Other Expenses	Exp	(2,000)	(2,000)	(2,065)
E051020	Fire Fighting/Emergency Services Expenses	Exp	(2,000)	(1,826)	(3,560)
E051025	Town Block Burn Off	Exp	(5,000)	(4,576)	(4,886)
E051040	Other Bushfire Grants Expenditure	Exp	(55,250)	(55,250)	(51,737)
E051060	SES Operation Expenditure	Exp	(29,140)	(26,958)	(22,685)
E051100	Administration Allocated	Exp	(55,413)	(50,798)	(50,798)
E051190	Depreciation - Fire Prevention	Exp	(15,936)	(14,608)	(14,829)
			(224,289)	(212,439)	(196,242)
Animal Control					
I052005	Dog Fines and Fees	Inc	6,000	5,500	7,814
I052006	Cat Fines and Fees	Inc	300	275	100
I052010	Hire of Animal Traps	Inc	100	100	18
I052015	Dog Registration	Inc	7,500	7,500	4,997
I052016	Cat Registration	Inc	600	600	525
I052020	Reimbursements	Inc	500	375	0
			15,000	14,350	13,454
E052005	Ranger Salary	Exp	(13,000)	(11,924)	(13,366)
E052007	Ranger Telephone	Exp	(1,000)	(913)	(911)
E052010	Pound Maintenance	Exp	(1,045)	(958)	(2,552)
E052015	Dog Control Insurance	Exp	(231)	(231)	(230)
E052020	Legal Fees	Exp	(500)	(500)	(1,438)
E052025	Training & Conference	Exp	(1,500)	(1,375)	(2,545)
E052030	Ranger Services Other	Exp	(25,000)	(22,924)	(21,884)
E052035	Administration Allocated	Exp	(24,285)	(22,264)	(22,264)
E052190	Depreciation - Animal Control	Exp	(991)	(913)	(921)
			(67,552)	(62,002)	(66,111)
Other Law, Order & Public Safety					
I053005	Abandoned Vehicles/Fines	Inc	50	50	0
I053040	Safer Wagin Income	Inc	16,201	16,201	16,202
I053055	Reimbursements	Inc	0	0	0
I053075	Covert Cameras for CCTV System	Inc	0	0	0
			16,251	16,251	16,202
E053005	Abandoned Vehicles	Exp	(500)	(462)	(157)
E053010	Emergency Services	Exp	0	0	0
E053040	Safer Wagin Expenditure	Exp	(500)	(462)	(430)
E053045	CCTV & Security	Exp	0	0	0
E053055	Mosquito Control	Exp	(6,000)	(5,500)	0
			(7,000)	(6,424)	(587)
Total Law, Order & Public Safety Income			180,991	180,066	140,477
Total Law, Order & Public Safety Expenditure			(298,841)	(280,865)	(262,940)

COA	Description	Type	Annual Budget	YTD Budget	YTD Actual
Health					
Maternal & Infant Health					
E071005	Medical Centre Mtce - Infant Health Centre	Exp	(7,432)	(6,649)	(7,535)
			(7,432)	(6,649)	(7,535)
Preventative Services - Admin & Inspections					
I074005	Food Licences & Fees	Inc	800	0	590
I074015	Contrib. Regional Health Scheme	Inc	50,000	45,837	45,049
I074020	Reimbursements	Inc	0	0	0
			50,800	45,837	45,639
E074005	EHO Salary	Exp	(99,000)	(90,750)	(91,303)
E074008	EHO Leave/Wages Liability	Exp	0	0	0
E074010	EHO Superannuation	Exp	(9,660)	(8,855)	(9,160)
E074015	Other Control Expenses	Exp	(8,000)	(7,489)	(6,519)
E074020	EHO/Building Surveyor Vehicle Expenses	Exp	(5,000)	(4,611)	(4,403)
E074030	Conferences & Training	Exp	(3,000)	(2,750)	(368)
E074035	Loss on Sale of Asset	Exp	0	0	0
E074100	Administration Allocated	Exp	(23,727)	(21,747)	(21,747)
E074190	Depreciation - Prevent Services	Exp	(7,784)	(7,139)	(7,244)
			(156,171)	(143,341)	(140,744)
Other Health					
I076010	Rent - Medical Centre-Dentist	Inc	4,332	3,971	3,610
I076015	Reimbursements - IPN Medical	Inc	1,000	0	0
I076020	Meeting Room Fees	Inc	3,500	3,212	3,008
I076040	Reimbursements - Dr Norris	Inc	500	0	0
			9,332	7,183	6,618
E076020	Medical Centre Mtce - Dr & Dentist Surgery	Exp	(10,097)	(9,242)	(16,598)
E076025	Depreciation - Other Health	Exp	(21,511)	(19,723)	(20,017)
E076030	Doctors Vehicle Mtce	Exp	(2,000)	(1,867)	(2,970)
E076040	IPN Medical Services	Exp	(46,665)	(34,998)	(34,999)
			(80,273)	(65,830)	(74,584)
Health - Preventative Services					
E077010	Analytical Expenses	Exp	(500)	(500)	(268)
			(500)	(500)	(268)
Total Health Income			60,132	53,020	52,257
Total Health Expenditure			(244,376)	(216,320)	(223,131)
Education & Welfare					
Pre Schools					
I083035	Day Care Lease	Exp	8,472	7,766	7,702
I083036	Day Care Reimbursements	Exp	3,000	2,500	5,274
			11,472	10,266	12,976
E080010	Kindergarten Maintenance (Daycare)	Exp	(9,774)	(8,621)	(11,872)
E080190	Depreciation - Pre-Schools	Exp	(4,049)	(3,707)	(3,768)
			(13,823)	(12,328)	(15,640)
Other Education					
E081020	School Oval Mtce	Exp	0	0	0
E081030	Contribution - Wagin Youth Care	Exp	(2,600)	(2,600)	0
			(2,600)	(2,600)	0
HACC Program					

COA	Description	Type	Annual Budget	YTD Budget	YTD Actual
I082010	HACC Recurrent Grant	Inc	317,000	310,587	317,596
I082015	Meals on Wheels	Inc	10,000	9,163	4,174
I082020	HACC Fee for Service	Inc	58,000	53,163	73,048
I082030	Reimbursements	Inc	500	462	7,920
			385,500	373,375	402,738
E082010	Co-ordinator Salary	Exp	(62,000)	(56,837)	(59,894)
E082013	HACC Wages/Contract Liability	Exp	0	0	73,214
E082015	Home Mtce Salary	Exp	(28,000)	(25,663)	(24,489)
E082020	Respite Salaries	Exp	(500)	(462)	(1,344)
E082025	Home Help Salaries	Exp	(163,000)	(149,413)	(174,855)
E082030	Superannuation	Exp	(22,000)	(20,163)	(23,745)
E082035	Other Expenses	Exp	(3,000)	(2,750)	(2,160)
E082040	Travelling - Mileage	Exp	(26,000)	(23,837)	(26,707)
E082045	Staff Training	Exp	(1,000)	(913)	(2,147)
E082050	Staff Training Salaries	Exp	(2,000)	(1,837)	(1,157)
E082055	Subscriptions	Exp	(4,000)	(3,788)	(4,711)
E082060	Telephone & Postage	Exp	(2,500)	(2,288)	(787)
E082065	Advertising & Stationery	Exp	(500)	(462)	(412)
E082070	Insurance	Exp	(5,000)	(5,000)	(4,641)
E082075	Office Accommodation	Exp	(36,000)	(33,000)	(33,000)
E082080	Plant & Equipment Mtce	Exp	(9,000)	(8,425)	(8,506)
E082085	Consumable Supplies	Exp	(6,000)	(5,500)	(2,753)
E082090	Expenditure from Donations	Exp	(3,000)	(2,750)	(2,224)
E082100	Administration Allocated	Exp	(26,852)	(24,618)	(24,618)
E082110	Meals on Wheels Expenditure	Exp	(12,000)	(11,000)	(6,200)
E082120	Loss on Sale of Asset	Exp	0	0	0
E082130	Homecare COVID Funding Expenditure	Exp	0	0	(7,920)
E082190	Depreciation - HACC	Exp	(18,568)	(17,017)	(17,278)
			(430,920)	(395,723)	(356,334)
	Other Welfare				
I083010	Wagin Frail Aged Reimb	Inc	7,743	7,743	7,743
I083040	Other Welfare Income	Inc	0	0	2,050
			7,743	7,743	9,793
E083010	Wagin Frail Aged Exp	Exp	(7,743)	(7,743)	(7,743)
E083020	Comm. Aged Care Expenses	Exp	0	0	(1,239)
E083050	Other Welfare Exp	Exp	0	0	(1,582)
			(7,743)	(7,743)	(10,564)
	Total Education & Welfare Income		404,715	391,384	425,506
	Total Education & Welfare Expenditure		(455,086)	(418,394)	(382,537)
	Community Amenities				
	Sanitation - Household Refuse				
I101005	Domestic Collection	Inc	242,450	242,450	243,106
I102020	Refuse Site Fees	Inc	20,000	18,337	18,380
			262,450	260,787	261,486
E101005	Domestic Refuse Collection	Exp	(66,000)	(60,500)	(54,466)
E101010	Recycling Pick-Up	Exp	(72,000)	(66,000)	(63,488)
E101015	Refuse Site Mtce	Exp	(134,000)	(122,815)	(97,504)
E101025	Refuse Site Attendant	Exp	0	0	0
			(272,000)	(249,315)	(215,458)
	Sanitation - Other				
I102002	Commercial Collection Charges	Inc	63,375	63,375	64,113
I102005	Reimbursement Drummuster	Inc	4,000	2,000	0
I102010	Charges Bulk Rubbish	Inc	15,500	14,212	14,747

COA	Description	Type	Annual Budget	YTD Budget	YTD Actual
			82,875	79,587	78,860
E102005	Commercial Collection	Exp	(13,000)	(11,913)	(10,903)
E102010	Bulk Rubbish Collection	Exp	(15,500)	(14,212)	(13,951)
E101020	Chemical Drum Disposal Costs	Exp	(5,000)	(5,000)	(2,214)
E102190	Depreciation - Sanitation	Exp	(15,729)	(14,421)	(14,636)
			(49,229)	(45,546)	(41,704)
	Sewerage				
I104005	Septic Tank Fees	Inc	500	500	0
			500	500	0
E104005	Sewerage Treatment Plant	Exp	(500)	(455)	(31)
			(500)	(455)	(31)
	Regional Refuse Group				
E102007	Regional Refuse Group Expenses	Exp	0	0	0
			0	0	0
	Town Planning				
I106005	Planning Fees	Inc	2,500	2,288	3,969
			2,500	2,288	3,969
E106005	Town Planning Expenses	Exp	(30,000)	(27,500)	(11,058)
E106100	Administration Allocated	Exp	(30,151)	(27,643)	(27,643)
			(60,151)	(55,143)	(38,701)
	Other Community Amenities				
I107005	Cemetery Fees	Inc	12,000	11,000	13,584
I107010	Community Bus Income	Inc	4,000	3,663	2,846
I107025	Other Community Amenities Contributions	Inc	8,000	8,000	8,000
			24,000	22,663	24,430
E107005	Cemetery Mtce	Exp	(26,844)	(24,619)	(22,472)
E107010	Public Convenience Mtce	Exp	(61,609)	(56,457)	(49,037)
E107015	Community Bus Operating	Exp	(4,000)	(3,785)	(2,871)
E107100	Administration Allocated	Exp	(62,646)	(57,431)	(57,431)
E107190	Depreciation - Other Comm Amenities	Exp	(27,921)	(25,597)	(25,982)
			(183,020)	(167,889)	(157,793)
	Total Community Amenities Income		372,325	365,825	368,744
	Total Community Amenities Expenditure		(564,900)	(518,348)	(453,687)
	Recreation & Culture				
	Public Halls & Civic Centres				
I111005	Town Hall Hire	Inc	1,200	1,100	3,110
I111010	Reimbursements	Inc	100	100	0
I111015	Town Hall Lease -L Piesse	Inc	4,788	4,389	3,990
			6,088	5,589	7,100
E111005	Town Hall Mtce	Exp	(22,508)	(20,511)	(16,124)
E111010	Other Halls Mtce	Exp	(7,119)	(6,508)	(2,675)
E111190	Depreciation - Public Halls	Exp	(55,567)	(50,941)	(51,708)
			(85,194)	(77,960)	(70,507)
	Swimming Pool				
I112010	Swimming Pool Admission	Inc	35,000	35,000	27,950
I112015	Swimming Pool Miscellaneous Income	Inc	105	105	0
I112020	Reimbursements	Inc	600	600	0
I112025	CSRFF Grant - Swim Pool Stage 2	Inc	0	0	0

COA	Description	Type	Annual Budget	YTD Budget	YTD Actual
			35,705	35,705	27,950
E112005	Pool Staff Salary	Exp	(71,000)	(71,000)	(69,203)
E112008	Pool Leave/Wages Liability	exp	0	0	0
E112010	Superannuation	Exp	(6,800)	(6,800)	(8,104)
E112015	Swimming Pool Maintenance	Exp	(116,855)	(106,417)	(109,680)
E112020	Swimming Pool Other Expenses	Exp	(4,000)	(4,000)	(2,679)
E112190	Depreciation - Swimming Pools	Exp	(183,948)	(168,619)	(171,421)
			(382,603)	(356,836)	(361,087)
	Other Recreation & Sport				
I113005	Sportsground Rental	Inc	7,820	7,820	6,668
I113015	Power Reimbursements	Inc	6,000	5,500	5,321
I113020	Recreation Centre Hire	Inc	10,000	9,163	4,383
I113025	Reimbursements Other	Inc	5,500	5,500	1,803
I113030	Rec Centre Equipment Contributions	Inc	1,800	1,800	1,800
I113035	Sporting Club Leases	Inc	50	50	232
I113040	Other Recreation & Sport Contributions	Inc	33,200	0	0
I113055	Eric Farrow Pavillion Hire	Inc	5,000	4,587	2,856
I113065	Community Gym Membership	Inc	7,500	7,500	14,550
			76,870	41,920	37,613
E113005	Sportsground Mtce	Exp	(106,716)	(95,361)	(76,438)
E113010	Sportsground Building Mtce	Exp	(19,837)	(18,327)	(19,904)
E113015	Wetlands Park Mtce	Exp	(56,449)	(50,889)	(63,673)
E113020	Parks & Gardens Mtce	Exp	(55,287)	(50,188)	(42,772)
E113025	Puntapin Rock Mtce	Exp	(2,303)	(2,112)	(1,983)
E113030	Recreation Centre Mtce	Exp	(59,362)	(54,452)	(57,828)
E113035	Rec Staff Salaries	Exp	(18,000)	(16,500)	(12,503)
E113038	Rec Staff Leave/Wages Liability	Exp	0	0	0
E113040	Superannuation	Exp	(1,800)	(1,650)	(1,404)
E113045	Other Expenses	Exp	(1,200)	(1,100)	(953)
E113050	Norring Lake Mtce	Exp	(2,080)	(1,914)	(2,172)
E113065	Eric Farrow Pavilion Mtce	Exp	(23,680)	(21,581)	(16,465)
E113070	Rec Centre Sports Equipment	Exp	(3,000)	(2,750)	(938)
E113095	Community Gym Expenditure	Exp	(9,300)	(8,478)	(14,883)
E113100	Administration Allocated	Exp	(100,969)	(92,554)	(92,554)
E113190	Depreciation - Other Rec & Sport	Exp	(234,569)	(215,028)	(217,893)
			(694,552)	(632,884)	(622,363)
	Library				
I115005	Lost Books	Inc	50	50	0
I115010	Reimbursements	Inc	100	100	0
			150	150	0
E115005	Library Staff Salaries	Exp	(49,500)	(45,375)	(42,504)
E115008	Library Leave/Wages Liability	Exp	0	0	0
E115015	Library Building Mtce	Exp	(7,368)	(6,637)	(9,821)
E115020	Library Other Expenses	Exp	(10,792)	(9,953)	(3,671)
E115190	Depreciation - Libraries	Exp	(1,381)	(1,265)	(1,285)
			(69,041)	(63,230)	(57,281)
	Other Culture				
I116035	Long Table Experience Income	Inc	0	0	0
I116065	Electronic Sign Advertising Income	Inc	0	0	682
I119015	Contribution to Woolorama	Inc	1,000	1,000	0
I119020	Reimbursements	Inc	7,500	7,500	9,124
I119030	Community Events Income	Inc	1,000	1,000	0
I119031	Other Culture Grant Funds	Inc	0	0	39,391
			9,500	9,500	49,197

COA	Description	Type	Annual Budget	YTD Budget	YTD Actual
E116005	Subsidy Woolorama Committee	Exp	(500)	(500)	(500)
E116010	Woolorama Costs & Maintenance	Exp	(63,291)	(56,670)	(53,968)
E116015	Community Centre Mtce	Exp	(11,664)	(10,664)	(8,387)
E116020	Historical Village	Exp	(1,838)	(1,788)	(1,887)
E116035	Long Table Experience Expenditure	Exp	0	0	0
E116045	Community Development Events	Exp	(18,300)	(16,786)	(16,889)
E116046	Community Development Equipment Maintenance	Exp	(500)	(462)	0
E116055	Other Culture Grant Funds Exp	Exp	0	0	(29,510)
E116060	Betty Terry Theatre Expenditure	Exp	0	0	(926)
E116065	Electronic Sign Expenditure	Exp	0	0	(620)
E116190	Depreciation - Other Culture	Exp	(3,248)	(2,979)	(3,022)
			(99,341)	(89,849)	(115,709)
Total Recreation & Culture Income			128,313	92,864	121,859
Total Recreation & Culture Expenditure			(1,330,731)	(1,220,759)	(1,226,947)
Transport					
Streets Roads Bridges & Depot Construction					
I121005	Direct Road Grants	Inc	121,340	121,340	121,340
I121010	Road Project Grants	Inc	307,605	307,605	291,811
I121015	Roads to Recovery Grant	Inc	222,056	222,056	253,220
I121020	Reimbursements	Inc	1,000	0	173
I121025	Contribution - St Lighting	Inc	3,435	0	3,377
I121070	Main Roads Bridge Grant	Inc	0	0	0
I121076	LRCIP Funding	Inc	348,962	348,962	223,754
I147125	Storm Damage Reimbursements	Inc	0	0	0
			1,004,398	999,963	893,675
Streets Roads Bridges & Depot Maintenance					
I122055	Diesel Fuel Rebate Income	Inc	45,000	41,250	41,674
			45,000	41,250	41,674
E122005	Road Maintenance	Exp	(120,000)	(109,989)	(67,897)
E122006	Maintenance Grading	Exp	(220,000)	(215,000)	(179,111)
E122007	Rural Tree Pruning	Exp	(95,000)	(87,098)	(83,686)
E122008	Rural Spraying	Exp	(12,000)	(11,000)	(9,846)
E122009	Town Site Spraying	Exp	(20,000)	(18,348)	(15,505)
E122010	Depot Mtce	Exp	(27,813)	(24,789)	(19,479)
E122011	Town Reserve & Verg Mtce	Exp	(3,000)	(2,739)	(780)
E122012	Bridge & Drainage Mtce	Exp	(27,500)	(25,223)	(12,615)
E122015	Rural Numbering	Exp	(100)	(100)	(537)
E122020	Footpath Mtce	Exp	(5,000)	(4,598)	(2,915)
E122025	Street Cleaning	Exp	(35,000)	(32,098)	(40,628)
E122030	Street Trees	Exp	(85,000)	(77,924)	(59,876)
E122035	Traffic & Street Signs Mtce	Exp	(4,000)	(3,663)	(2,778)
E122045	Townscape	Exp	(20,000)	(18,347)	(43,076)
E122050	Crossovers	Exp	(500)	(462)	(1,258)
E122055	RoMan Data Collection	Exp	(6,500)	(6,500)	(6,300)
E122060	Street Lighting	Exp	(60,000)	(55,000)	(64,880)
E122090	Graffiti Removal	Exp	(100)	(100)	(402)
E122100	Administration Allocated	Exp	(47,387)	(43,439)	(43,439)
E122105	Loss on Sale of Asset	Exp	0	0	(19,204)
E122190	Depreciation - Roads	Exp	(1,843,670)	(1,690,029)	(1,726,998)
E147120	Storm Damage - Not Claimable	Exp	0	0	(3,426)
			(2,632,570)	(2,426,446)	(2,404,636)
Road Plant Purchases					
I122100	Profit on Sale of Asset	Inc	17,992	17,992	7,969
			17,992	17,992	7,969

COA	Description	Type	Annual Budget	YTD Budget	YTD Actual
E123010	Loss on Sale of Asset	Exp	0	0	0
			0	0	0
	Aerodrome				
I126015	Aerodrome Reimbursements	Inc	30,000	30,000	0
I126020	Aerodrome Hangar Lease	Inc	8,713	8,713	15,291
			38,713	38,713	15,291
E126005	Aerodrome Maintenance	Exp	(8,346)	(7,506)	(12,000)
E126190	Depreciation - Aerodromes	Exp	(36,160)	(33,151)	(33,286)
			(44,506)	(40,657)	(45,286)
	Total Transport Income		1,106,103	1,097,918	958,609
	Total Transport Expenditure		(2,677,076)	(2,467,103)	(2,449,919)
	Economic Services				
	Rural Services				
I131020	Landcare Reimbursements	Inc	75,700	69,388	66,134
			75,700	69,388	66,134
E131020	Landcare	Exp	(100,700)	(94,388)	(91,134)
E131030	Rural Towns Program	Exp	(18,000)	(16,490)	(15,416)
E131100	Administration Allocated	Exp	(14,823)	(13,585)	(13,585)
E131140	Water Management Plan / Harvesting	Exp	(5,000)	(4,612)	(15,814)
E131190	Depreciation - Rural Services	Exp	0	0	0
			(138,523)	(129,075)	(135,949)
	Tourism & Area Promotion				
I132005	Caravan Park Fees	Inc	85,000	77,913	60,404
I132010	Reimbursements	Inc	1,000	913	104
I132015	RV Area Fees	Inc	10,000	9,163	10,449
I132035	Tourism Income	Inc	0	0	0
			96,000	87,989	70,957
E132010	Wagin Tourism Committee	Exp	0	0	0
E132015	Caravan Park Manager Salary	Exp	(30,000)	(27,538)	(26,915)
E132020	Caravan Park Mtce	Exp	(57,553)	(50,557)	(56,146)
E132023	Caravan Leave/Wages Liability	Exp	0	0	0
E132025	Subsidy Historic Village	Exp	(8,460)	(8,460)	(8,460)
E132035	RV Area Maintenance	Exp	(5,000)	(4,576)	(5,232)
E132040	Tourism Promotion & Subscripts	Exp	(22,000)	(20,174)	(7,572)
E132050	Administration Allocated	Exp	(58,042)	(53,207)	(53,207)
E132190	Depreciation - Tourism	Exp	(12,156)	(11,150)	(10,452)
			(193,211)	(175,662)	(167,984)
	Building Control				
I133005	Building Licenses	Inc	5,000	4,587	9,331
			5,000	4,587	9,331
	Other Economic Services				
I134005	Water Sales	Inc	50,000	45,837	41,556
			50,000	45,837	41,556
E134005	Water Supply - Standpipes	Exp	(55,000)	(50,424)	(52,349)
E134190	Depreciation - Other Economic Services	Exp	(2,024)	(1,857)	(1,883)
			(57,024)	(52,281)	(54,232)
	Total Economic Services Income		226,700	207,801	187,978
	Total Economic Services Expenditure		(388,758)	(357,018)	(358,165)

COA	Description	Type	Annual Budget	YTD Budget	YTD Actual
Other Property & Services					
Private Works					
I141005	Private Works Income	Inc	20,000	18,337	19,929
			20,000	18,337	19,929
E141005	Private Works	Exp	(10,000)	(9,163)	(14,481)
E141100	Administration Allocated	Exp	(2,726)	(2,497)	(2,497)
			(12,726)	(11,660)	(16,978)
Public Works Overheads					
I143020	Reimbursements	Inc	500	500	0
			500	500	0
E143005	Engineering Salaries	Exp	(98,510)	(90,299)	(85,837)
E143007	Engineering Administration Salaries	Exp	(46,000)	(42,163)	(53,771)
E143008	Works Leave/Wages Liability	Exp	0	0	0
E143009	Housing Allowance Works	Exp	(16,500)	(16,000)	(17,058)
E143015	CEO's Salary Allocation	Exp	(57,005)	(52,250)	(53,242)
E143020	Engineering Superannuation	Exp	(98,599)	(90,387)	(86,967)
E143025	Engineering - Other Expenses	Exp	(5,000)	(4,587)	(2,935)
E143030	Sick Holiday & Allowances Pay	Exp	(180,000)	(175,000)	(119,867)
E143045	Insurance on Works	Exp	(32,141)	(32,141)	(32,141)
E143050	Protective Clothing	Exp	(8,000)	(7,337)	(2,971)
E143055	Fringe Benefits	Exp	(1,000)	(1,000)	(222)
E143060	CEO's Vehicle Allocation	Exp	(1,000)	(913)	(256)
E143065	MOW - Vehicle Expenses	Exp	(7,000)	(6,424)	(4,873)
E143075	Telephone Expenses	Exp	(1,500)	(1,375)	(1,193)
E143080	Staff Licenses	Exp	(500)	(462)	(132)
E143085	Safety Equipment & Meetings	Exp	(4,000)	(3,663)	(1,330)
E143090	Conferences & Courses	Exp	(1,500)	(1,375)	0
E143095	Staff Training	Exp	(16,000)	(14,674)	(1,082)
E143105	Administration Allocated	Exp	(1,016)	(935)	(935)
E143200	LESS PWOH ALLOCATED	Exp	575,271	527,340	496,486
			0	(13,645)	31,673
Plant Operation Costs					
I144005	Sale of Scrap	Inc	1,500	1,375	0
I144010	Reimbursements	Inc	8,000	7,337	4,042
			9,500	8,712	4,042
E144010	Fuel & Oils	Exp	(140,000)	(128,326)	(97,655)
E144020	Tyres & Tubes	Exp	(20,000)	(18,337)	(2,974)
E144030	Parts & Repairs	Exp	(50,000)	(45,837)	(29,528)
E144040	Plant Repair - Wages	Exp	(40,000)	(36,663)	(23,017)
E144050	Insurance and Licences	Exp	(30,000)	(30,000)	(29,870)
E144060	Expendable Tools-Consumables only	Exp	(10,000)	(9,163)	(7,791)
E144075	Minor Plant & Equipment <\$5000	Exp	(8,000)	(7,337)	(4,503)
E144065	MV Insurance Claim Expenses	Exp	(1,000)	(913)	0
E144200	LESS POC ALLOCATED-PROJECTS	Exp	299,000	274,098	248,293
			0	(2,478)	52,954
Salaries & Wages					
E146010	Gross Salaries, Allowances & Super	Exp	(2,350,000)	(2,154,163)	(2,190,318)
E146200	Less Sal , Allow, Super Allocated	Exp	2,350,000	2,154,174	2,190,318
			0	11	0
Unclassified					
I147005	Commission - Vehicle Licensing	Inc	46,000	42,163	38,510
I147006	Commission - TransWA	Inc	500	462	86
I147035	Banking errors	Inc	0	0	300

COA	Description	Type	Annual Budget	YTD Budget	YTD Actual
I147050	Council Staff Housing Rental	Inc	20,280	18,590	28,024
I147065	Insurance Reimbursement	Inc	5,000	4,587	0
I147070	Council Housing Reimbursements	Inc	6,000	5,500	1,869
I147120	Charge on Private use of Shire Vehicle	Inc	3,120	2,860	2,880
I147121	Reimbursement - Community Requests	Inc	0	0	0
			80,900	74,162	71,669
E147015	Community Requests & Events - CEO Allocation	Exp	(6,000)	(5,500)	(982)
E147035	Banking Errors	Exp	0	0	(50)
E147050	Council Housing Maintenance	Exp	(70,446)	(63,049)	(43,429)
E147055	Consultants	Exp	(25,000)	(25,000)	(6,499)
E147070	4WD Resource Sharing Group	Exp	(1,000)	(913)	0
E147090	Building Maintenance	Exp	(8,000)	(7,400)	(5,668)
E147100	Administration Allocated	Exp	(167,403)	(153,450)	(153,450)
E147115	Occupational Health & Safety (OHS)	Exp	(1,500)	(1,375)	(3,807)
E147130	Depreciation - Unclassified	Exp	(30,638)	(28,084)	(28,511)
E147150	Community Requests Budget	Exp	(28,000)	(25,663)	(12,161)
E147151	Community Donations/Sponsorship	Exp	(3,500)	(3,500)	(3,500)
			(341,487)	(313,934)	(258,057)
	Total Other Property & Services Income		110,900	101,711	95,640
	Total Other Property & Services Expenditure		(354,213)	(341,706)	(190,407)
	Total Income		5,876,591	5,761,968	5,587,046
	Total Expenditure		(7,148,243)	(6,599,599)	(6,223,777)
	Net Deficit (Surplus)		(1,271,652)	(837,631)	(636,731)



12. REPORTS TO COUNCIL

12.1 CHIEF EXECUTIVE OFFICER

12.1.1 CHIEF EXECUTIVE OFFICER REPORT – MAY/JUNE 2021

PROPONENT:	N/A
OWNER:	N/A
LOCATION/ADDRESS:	N/A
AUTHOR OF REPORT:	Chief Executive Officer
SENIOR OFFICER:	Chief Executive Officer
DATE OF REPORT:	17 June 2021
PREVIOUS REPORT(S):	20 May 2021
DISCLOSURE OF INTEREST:	Nil
FILE REFERENCE:	CM.CO.1
ATTACHMENTS:	<ul style="list-style-type: none">• Draft Contract – Field Solutions Group (under separate cover)• Communithea Hub Presentation Paper (under separate cover)

OFFICER RECOMMENDATION

Moved Cr

Seconded Cr

That Council receive the Chief Executive Officer report for May/June 2021.

Carried 0/0

BRIEF SUMMARY

1. CREATION OF “COMMUNITEA” HUB – UNITING CHURCH

Several members of the Uniting Church have been developing a proposal to establish a *Communithea Hub* which will engage with the older members of the community by way of providing passive recreational/entertainment options on a regular basis. This will provide a social outlet for attendees and facilitate a level of engagement that might otherwise be missing. The Rev Stephen vanSchalkwyk has asked for the opportunity to address Council on the proposal.

2. PROPOSED INSTALLATION OF TELECOMMUNICATIONS INFRASTRUCTURE – FIELD SOLUTIONS GROUP

Some further work has been done on the draft contract to apply to the proposed telecommunications equipment to be installed on top of the Shire Administration building and this is circulated with this report. Mr Steve Mason, Business Development Manager(WA) for the Field Solutions Group will be in attendance at the meeting to discuss the proposal.

3. MEETING WITH THE AUDITOR GENERAL

The President and CEO accepted an invitation from Ms Caroline Spencer, the Auditor General of WA to discuss several aspects associated with Local Government Audit arrangements and the relationship between the Office of the Auditor General, the Department of local Government and the Local Government sector.



The Auditor General in company with some of her senior personnel, participated in the meeting which was held on the 2nd of June 2021. Some of the discussion centred around the Auditor General's Report into the *Regulation and Support of the Local Government Sector* which identified several weaknesses in the performance of that department.

The opportunity was taken to discuss the following matters (from Wagin's perspective):

1. Local Government being subject to poorly drafted regulation which has adverse impacts on the sector, and which can be very expensive. Where regulation might impact on the audit requirements of LG, is there a mechanism for the OAG to have some preliminary input into the drafting of the regulation?
2. The increasing costs of audit and compliance functions.
3. Overlap of some functions e.g., Annual Compliance Audit Return/4 yearly Financial Management Review (which doubles as an internal audit function of sorts)/Normal Interim and Annual Audits/Specifically Targeted Audits.
4. Changed role of the DLG from previously having a strong oversight role up to about 15 years ago where the Department had a (balanced) focus on regulation, compliance and advice and support. This has now deteriorated to the point where it is now virtually a regulatory body (and it does not do that well). Compliance seems to have almost completely defaulted to the audit function and advice and support has defaulted to WALGA.
5. Audit timelines have had to necessarily been extended due to the OAG/Contract Audit system. It has long been a sector standard to have audits completed and AGM of Electors held within 6 months of the close of the previous financial year. This has been more difficult to achieve in many cases with AGM's having to be held over too far out from the end of the financial year, which renders the Annual Report and associated financial statements somewhat meaningless. The only apparent solution is for local governments to ensure that their audits are completed as soon as practicable to meet desired timelines. It is not known whether the collective capacity of the OAG and its contract Auditors are sufficient to allow all audits to be signed off throughout the sector to allow all LG's to hold their AGM's before the end of each calendar year.
6. The process of adopting the Audit Report needs work. At present the DRAFT Audit Report is presented to an *Exit* meeting with the Audit Committee. Any subsequent alterations to the Draft report by the AG are reflected in the Final Report. It is understood that the Final Audit Report MUST be accepted by the Audit Committee before going to Council. The Audit Committee must therefore meet twice in a short timeframe to manage this.

This process could be streamlined if the AG presented a signed Audit Report to an "Exit meeting", thereby necessitating one meeting only of the Audit Committee.

7. Local Government staffing issues: There has been a critical shortage of finance personnel in LG, especially in rural and remote regions of the State. Lack of continuity in proficient financial management and compliance results in some LG's struggling to meet regulatory/compliance and audit obligations. *Comment only – Mentioned to highlight dilemma that many LG's are experiencing and the implications of an ever evolving and complex regulatory environment.*



8. There needs to be a better connection between the OAG, the DLG and the sector to improve the operational aspects around regulation and compliance functions and ideally, to identify the capacity building opportunities that might exist.
9. With regard to the late changes to the Financial Regs last year. This could have been handled better as acknowledged. That the AG Report titled Regulation and Support of the LG Sector was so critical of the DLGSC is noteworthy but who will prosecute the case for change?

It is believed that the meeting was beneficial in contributing to the knowledge and understanding of all participants with respect to the audit function, the role of the Department of Local Government and some of the challenges faced by the Local Government sector.

4. LOCAL ROADS AND COMMUNITY INFRASTRUCTURE (LRCIP) – PHASE 3

By way of a reminder, the Shire of Wagin's share of this allocation will be \$697,924. Projects will need to be developed within the guidelines for this program (yet to be received). Further to a brief discussion of possible projects at Councils may meeting, some costings have been carried out on bitumen sealing the following streets within the Wagin townsite:

- Moore Street (3.8 metre seal – 1.43 kilometres) - \$105,000
- Rifle Street South (3.8 metre seal – 1.44 kilometres) - \$109,000

5. WA LOCAL GOVERNMENT ASSOCIATION ANNUAL CONVENTION

Details of the Annual Convention of WALGA have been circulated in the Information Bulletin under separate cover. The Convention will take place on Monday, 20 and Tuesday, 21 September 2021, with the Opening Welcome Reception being held on the evening of Sunday, 19 September.

Those wishing to attend are requested to advise Ms Emily Edwards of their intentions (including whether accommodation will be required) by the 30th of June. This will enable registrations to be effected, accommodation arranged and for budget provision to be made.

6. BOJANNING PARK UPGRADE – UPDATE

The redundant playground equipment from the Wetlands Park has been reassembled at Bojanning Park and the basketball backboard has also been replaced. It is now planned to erect pine railings around the perimeter of the park to provide some definition of the area. It is intended to have some indigenous art painted on the railings by some of the younger members of our community. Ms Emmaline Winmar and Ms Megan Henry have agreed to coordinate and supervise this project. There is strong interest in a shelter being constructed at the park (akin to the shelters in the Wetlands Park).

7. MAURICE BECKER – VOLUNTEERING AWARD

Local resident, Mr Maurice Becker recently took out the ABC's (inaugural) "*Spirit of Volunteering Award*" The following media release helps to convey the extent of Mr Becker's volunteer contribution to the Wagin community.

"Maurice Becker may not have done it for the awards but last night his contribution as a volunteer in his hometown of Wagin was recognised by the entire state of Western Australia. The 91-year-old has spent decades as a volunteer with the Wagin Bush Fire Brigade, Rotary club, historical society and as a time-keeper at the local footy club. He's almost as much a fixture in Wagin as the Woolorama which, of course, he volunteers at as well.



Last night Maurice's contribution to the Wagin community was recognised when he was announced ABC Radio's inaugural 'Spirit of Volunteering Award' winner. The award is part of the Western Australian Volunteer of the Year Awards, and as he told Nadia Mitsopoulos he found the recognition a bit overwhelming”.

8. WAGIN HISTORICAL VILLAGE – APPLICATION AND ACQUITTAL OF SMALL GRANT PROGRAM ALLOCATION

Assistance has been offered to the Wagin Historical Village with the administration of the recent \$40,000 small grant allocation from the State Government it has been the recipient of. The Village is working on the construction of a small replica Police Station. The offer of assistance was made on the basis that applications and acquittals involve an online process with which Shire staff are more familiar with.

9. ANGLO AMERICAN EXPLORATION (AUSTRALIA) PTY LTD AVON-CENTRAL - SOUTH EXPLORATION 2021

This company has applied for an *Exploration Licence* over an area of 11000 hectares stretching from Wagin to Cunderdin. The company intends to explore the area for nickel and copper. Cr Kilpatrick and the CEO met with Anglo American Community Specialist, Mr Tony Kalma recently to discuss the exploration intentions of the company. Advice was given that the 2021 program will comprise:

- a) Heli-surveying to gather geophysical data to assist in geological mapping and mineral targeting; and
- b) Aircore drilling on select properties to improve geological knowledge across the region.

The heli-surveying will commence in August. The area of interest in this Shire covers a relatively small area west of Wagin involving very few properties. The company will communicate directly with the landholders affected.

BACKGROUND/COMMENT

CONSULTATION/COMMUNICATION

Nil

STATUTORY/LEGAL IMPLICATIONS

Nil

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

Nil

VOTING REQUIREMENTS

Simple Majority



12.1.2. REQUEST FOR WAIVER OF FEES – YOUTH ENGAGEMENT PROGRAM WAGIN RECREATION CENTRE

PROPONENT:	Ms. Emmaline Winmar
OWNER:	N/A
LOCATION/ADDRESS:	N/A
AUTHOR OF REPORT:	Chief Executive Officer
SENIOR OFFICER:	Chief Executive Officer
DATE OF REPORT:	09 June 2021
PREVIOUS REPORT(S):	Nil
DISCLOSURE OF INTEREST:	Nil
FILE REFERENCE:	CU.PR.3
ATTACHMENTS:	<ul style="list-style-type: none">• Letter – Ms Emmaline Winmar

OFFICER RECOMMENDATION

Moved Cr

Seconded Cr

That Council accede to the request to waive fees for the hire of the indoor basketball courts one night a week, until the commencement of the basketball season, as a youth engagement initiative.

Carried 0/0

BRIEF SUMMARY

This report recommends that consideration be given to the request for fee waiver for the indoor basketball courts on the premise that it is intended to engage youth in advance of the next basketball season commencing.

BACKGROUND/COMMENT

The proponent advises that earlier attempts to engage (indigenous) youth in basketball activities lapsed due to young people turning up and not having the required \$2.00 towards the hire fee for the facility. The activities have been supervised by some adult volunteers and the hire fees for the facility are \$3.00 per adult and \$2.00 per child. The adult volunteers have faced difficulties when children turn up without contributing towards the hire cost of the venue.

The request is for Council to waive fees for the hire of the facility on one evening per week up until the basketball season commences in October. The loss of income that would arise through a waiver of fees would amount to approximately \$50.00 per week or a total of approximately \$800.00.

CONSULTATION/COMMUNICATION

- Ms Emmaline Winmar (Proponent)
- Deputy Chief Executive Officer

STATUTORY/LEGAL IMPLICATIONS

Nil



POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Forgone revenue of approximately \$800.00

STRATEGIC IMPLICATIONS

Nil

VOTING REQUIREMENTS

Simple Majority

Wagin Shire Council

2 Arthur Road,

WAGIN WA 6315

(08) 98611177

Att: Bill Atkinson

To Whom It May Concern;

On behalf of the Indigenous Community I Emmaline Winmar am writing this letter hoping for the support from the Wagin Shire Council to run an engagement program at the Recreation Centre on Monday nights from 6pm – 7.30pm for a couple of months.

The reason for me doing this is because within the Wagin Community we don't have many opportunities for our children to be involved in. This program that I would like to run is to get the community engaged and doing activities with the children and it also gives the children something to look forward to during the week. I think by us running this program we can keep the children out of trouble and doing something they enjoy and love, it's also about us building strong relationships with our community.

In conclusion I hope the Wagin Shire Council will consider my proposal. We as a community are not asking for much all we would like for the Wagin Shire Council to waiver the entry fees for a couple of months into the Recreation Centre so we can hold basketball games with the kids once a week.

If you have any questions or concerns, please don't hesitate to contact me on 0423 753 474. I look forward to hearing from you.

Regards,

Emmaline Winmar

4 Etelowie Street

WAGIN WA 6315



12.1.3. REVIEW OF LOCAL LAWS

PROPONENT:	N/A
OWNER:	N/A
LOCATION/ADDRESS:	N/A
AUTHOR OF REPORT:	Customer Service Officer
SENIOR OFFICER:	Chief Executive Officer
DATE OF REPORT:	16 June 2021
PREVIOUS REPORT(S):	27 April 2021
DISCLOSURE OF INTEREST:	Nil
FILE REFERENCE:	CM.LE.3
ATTACHMENTS:	<ul style="list-style-type: none">• Comments from Department of Local Government, Sports and Cultural Industries• Amended Bushfire Local Law

OFFICER RECOMMENDATION

Moved Cr

Seconded Cr

That Council

1. Accept the submission received by the Department of Local Government, Sports and Cultural Industries regarding the Shire of Wagin Bushfire Local Law and amend accordingly.
2. Advertise that submissions regarding the amended Shire of Wagin Bushfire Local Law be accepted until close of business on 01 September 2021.
3. Subject to no submissions being received, adopt the attached amended Shire of Wagin Bushfire Local Law.
4. Provide a copy of proposed amendments to the Bushfire Local Law on the Shire of Wagin website and made available for viewing at the Shire of Wagin Administration Office and Wagin Library.

Carried 0/0

BRIEF SUMMARY

As per Council Resolution from 27 April 2021 Ordinary Council Meeting, Council resolved to advertise for submission on the amended Bushfire Local Law with the advertising period closing on 17 June 2021.

As of 17 June 2021, one submission was received from the Department of Local Government, Sports and Cultural Industries.

BACKGROUND/COMMENT

As per section 3.16 *Local Government Act 1995 (3)* (see below) Council are required to review the submissions received after closing date and determine whether to accept the comment and amend the local law or decline the comments.



Due to the nature of the comments received, it is recommended that the comments be reflected in an amended copy of the bushfire local law and a further advertising period be required.

Note: The Department of Fire and Emergency Services were consulted and assisted in the initial review prior to the advertising period in which the Department of Local Government submission was received.

Should no further submissions be received after the proposed advertising period, the local law will then be published in the Government Gazette.

CONSULTATION/COMMUNICATION

- Department of Local Government, Sports and Cultural Industries
- Chief Executive Officer

STATUTORY/LEGAL IMPLICATIONS

3.16 . Periodic review of local laws

1. *Within a period of 8 years from the day when a local law commenced or a report of a review of the local law was accepted under this section, as the case requires, a local government is to carry out a review of the local law to determine whether or not it considers that it should be repealed or amended.*
2. *The local government is to give local public notice stating that —*
 - a) *the local government proposes to review the local law; and*
 - b) *a copy of the local law may be inspected or obtained at any place specified in the notice; and*
 - c) *submissions about the local law may be made to the local government before a day to be specified in the notice, being a day that is not less than 6 weeks after the notice is given.*

[(2a) deleted]

3. *After the last day for submissions, the local government is to consider any submissions made and cause a report of the review to be prepared and submitted to its council.*
4. *When its council has considered the report, the local government may determine* whether or not it considers that the local law should be repealed or amended.*

** Absolute majority required.*

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

Nil

VOTING REQUIREMENTS

Absolute Majority

Emily Edwards

To: Callum Ballantyne
Subject: RE: Bush Fire Local Law - Department Comments

From: Adam Ford <adam.ford@dlgsc.wa.gov.au>
Sent: Wednesday, 9 June 2021 8:40 AM
To: Callum Ballantyne <cso@wagin.wa.gov.au>
Subject: Bush Fire Local Law - Department Comments

Good morning,

This email is regarding the Shire's bush fire brigades. Department's comments are provided below:

Shire of Wagin Bush Fire Brigades 2021

1. Copy of Local Law to be provided to DFES

The Department notes that this local law is made under the Bush Fires Act 1954, in addition to the Local Government Act 1995.

The Shire should ensure that it has sent a draft of the local law to the Minister for Emergency Services. If the Minister has not received a copy, the local law's validity may be affected.

2. Clause 2.5 – Variation of local law

Clause 2.5 provides that the Shire can amend the Rules. Presumably, this amendment would occur by a simple majority resolution of the council or by staff under delegation

It is possible that the Parliament's Delegated Legislation Committee may object to this clause, since it allows the Shire to amend the local law's contents without using the law-making process in section 3.12 of the *Local Government Act 1995*.

In the past, the Committee has determined that clauses of that nature are contrary to the Act. For this reason, it is suggested that the clause be deleted. If this occurs, the remaining clauses, the contents and the definition for "Rules" should be updated accordingly.

3. Minor Edits

- Contents:
 - i. According to the contents, clause 3.7 should address the nomination of a Bush Fire Advisory Committee. However, this clause appears to be missing in the local law. The Shire should investigate further. If the missing clause is intentional, the item for clause 3.7 should be deleted and the contents numbers updated.
 - ii. In the item for clause 3.8, change "Local Authority" to "local government".
- Clause 1.2:
 - i. Change the defined terms to bold, italics and without quote marks (e.g. ***Authority***)
 - ii. In the definition for ***brigade area***, remove the italics from "*clause 2.2(1)(b)*".
- Clause 2.2
 - i. In paragraph (b) change "brigade area" to bold and italics.

- ii. In paragraph (c) remove the bold from “appoint - ”
- Clause 2.3(1). The words “In the absence of the Captain” onward should be moved to a new subclause.
- Insert a full stop at the end of clause 2.2(5).
- Clause 3.5(b) Delete the full stop between “the” and “local government” replacing it with a space.
- Clause 4.5: The designator “(1)” can be removed, as the clause doesn’t have multiple subclauses.
- Amend clause 4.1 so that the sentence aligns with other clauses.
- First Schedule clause 2.7
 - i. Subclause (1)(e) add a full stop after the word “resigned”.
 - ii. The designator “(1)” can be removed, as the clause doesn’t have multiple subclauses.
- First Schedule Clause 2.10: Format text to the left for consistency.
- First Schedule Clause 2.11(c)(iii): Put closed brackets around the designators “I” and “II”.
- First schedule Clause 3.5: Delete the bracketed text.
- First schedule Clause 3.6: Remove the brackets.
- First Schedule Clause 6.1: Reformat the subclauses to the left for consistency.

The Shire should also ensure that all references and cross references are checked, particularly if any changes are made as a result of the Department’s comments.

Minister’s Directions – pursuant to s 3.12(7) of the Local Government Act 1995

Please note: once the Shire has published a local law in the *Government Gazette*, the Shire must comply with the requirements of the Minister’s *Local Laws Explanatory Memoranda Directions 2010*.

The Shire must, within 10 working days of the Gazettal publication date, forward the signed Explanatory Memoranda material to the Committee at the current address:

Committee Clerk
 Joint Standing Committee on Delegated Legislation
 Legislative Council Committee Office
 GPO Box A11
 PERTH WA 6837
 Email: delleg@parliament.wa.gov.au
 Tel: 9222 7404
 Fax: 9222 7805

A copy of the Minister’s Directions and Explanatory Memoranda forms can be downloaded from the Department of Local Government, Sport and Cultural Industries website at www.dlgsc.wa.gov.au. Failure to comply with the Directions may render the local law inoperable.

Please note that my comments:

- have been provided to assist the Shire with drafting matters in relation to the local law;
- do not constitute legal advice;
- have been provided in good faith for the Shire’s consideration; and
- should not be taken as an approval of content.

The Shire should ensure that a detailed editorial analysis of the proposed local law has been undertaken and that the content of the local law is in accordance with the Shire policies and objectives.

Kind regards,

Adam Ford
 A/Legislation and Statutory Approvals Officer

Department of Local Government, Sport and Cultural Industries
140 William Street, Perth WA 6000
PO Box 8349, Perth Business Centre WA 6849

Telephone: (08) 6552 1701

Email: Adam.Ford@dlgsc.wa.gov.au

Web: www.dlgsc.wa.gov.au



Department of Local Government, Sport and Cultural Industries



Customer Focused



Responsive



Respectful



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Bush Fires Act 1954

SHIRE OF WAGIN

BUSH FIRE BRIGADES LOCAL LAW

ARRANGEMENT

PART 1 – PRELIMINARY

- 1.1 Citation
- 1.2 Interpretations
- 1.3 Application

PART 2 – ESTABLISHMENT OF BUSH FIRE BRIGADES

Division 1 - Establishment of a Bush Fire Brigade

- 2.1 Establishment of a Bush Fire Brigade
- 2.2 Name and Officers of Bush Fire Brigade

Division 2 – Command At A Fire

- 2.3 Ranks within the Bush Fire Brigade

Division 3 – Application of Rules to a Bush Fire Brigade

- 2.4 Rules
- 2.5 Variation of Rules

Division 4 – Transitional

- 2.6 Existing Bush Fire Brigades

Division 5 – Dissolution of Bush Fire Brigade

- 2.7 Dissolution of Bush Fire Brigade
- 2.8 New Arrangement after Dissolution

PART 3 – ORGANISATION AND MAINTENANCE OF BUSH FIRE BRIGADES

Division 1 – Local Government Responsibility

- 3.1 Local Government Responsible for Structure
- 3.2 Officers to be Supplied with Act

Division 2 – Command At a Fire

- 3.3 Managerial Role of Chief Bush Fire Control Officer
- 3.4 Chief Bush Fire Control Officer May Attend Meetings
- 3.5 Duties of Chief Bush Fire Control Officer

Division 3 – Annual General Meetings of Bush Fire Brigades

- 3.6 Holding of Annual General Meeting
- 3.7 Nomination of Bush Fire Control Officer to the local government
- 3.8 Minutes to be tabled before the Bush Fire Advisory Committee

Division 4 – Bush Fire Advisory Committee

- 3.9 Functions of Advisory Committee
- 3.10 Advisory Committee to Nominate Bush Fire Control Officers
- 3.11 Local Government to have Regard to Nominees
- 3.12 Advisory Committee to consider Bush Fire Brigade Motions

PART 4 – TYPES OF BUSH FIRE BRIGADE MEMBERSHIP

- 4.1 Types of Membership of Bush Fire Brigade
- 4.2 Fire Fighting Members
- 4.3 Associate Members
- 4.4 Cadet Members
- 4.5 Honorary Life Member
- 4.6 Notification of Membership

PART 5 – APPOINTMENT DISMISSAL AND MANAGEMENT OF MEMBERS

- 5.1 Rules to Govern

PART 6 – EQUIPMENT OF BUSH FIRE BRIGADES

- 6.1 Policies of Local Government
- 6.2 Equipment in Brigade Area
- 6.3 Funding from Local Government Budget
- 6.4 Consideration in the Local Government Budget

First Schedule

BUSH FIRES ACT 1954

SHIRE OF WAGIN

BUSH FIRE BRIGADES LOCAL LAW

Under the powers conferred by the *Bush Fires Act 1954*, *The Local Government Act 1995* and under all other powers enabling it, the Council of the Shire of Wagin resolved on (date), to make the following local law.

PART 1- PRELIMINARY

1.1 Citation

This local law may be cited as the *Shire of Wagin Bush Fire Brigades Local Law*.

1.2 Interpretations

(1) In this local law unless the context otherwise requires -

Act means the *Bush Fires Act 1954*;

Authority means the Fire and Emergency Services Authority of Western Australia established by section 4 of the *Fire and Emergency Services Authority of Western Australia Act 1998*;

brigade area is defined in clause 2.2(1)(b);

brigade member means a fire fighting member, associate member or a cadet member of a bush fire brigade;

brigade officer means a person holding a position referred to in clause 2.2 (1)(c), whether or not he or she was appointed by the local government or elected at an annual general meeting of a bush fire brigade or otherwise appointed to the position;

bush fire brigade is defined in section 7 of the Act;

Bush Fire Operating Procedures means the Bush Fire Operating Procedures adopted by the local government as amended from time to time;

CEO means the chief executive officer of the Shire of Wagin;

Council means the Council of the Local Government;

District means the district of the Shire of Wagin

fire fighting member is defined in clause 4.2;

local government means the Shire of Wagin;

Regulations means Regulations made under the Act; and

Rules means the Rules Governing the Operation of Bush Fire Brigades set out in the First Schedule as varied from time to time under clause 2.5.

(2) In this local law, unless the context otherwise requires, a reference to -

(a) a Captain;

(b) a First Lieutenant;

(c) a Second Lieutenant;

(d) any additional Lieutenants;

(e) a President;

(f) a Secretary;

(g) a Treasurer;

(h) a Secretary/Treasurer combined, or

(i) any other position/ s deemed necessary for the effective management of brigade activities,

means a person holding that position in a bush fire brigade.

1.3 Application

This local law applies throughout the district.

PART 2 - ESTABLISHMENT OF BUSH FIRE BRIGADES

Division 1 – Establishment of a bush fire brigade

2.1 Establishment of a bush fire brigade

- (1) The local government may establish a bush fire brigade for the purpose of carrying out normal brigade activities.
- (2) A bush fire brigade is established on the date of the local government's decision under subclause (1).

2.2 Name and officers of bush fire brigade

- (1) On establishing a bush fire brigade under clause 2.1(1) the local government is to-
 - (a) give a name to the bush fire brigade;
 - (b) specify the area in which the bush fire brigade is primarily responsible for carrying out the normal brigade activities (the **brigade area**); and
 - (c) appoint-
 - (i) a Captain;
 - (ii) a First Lieutenant;
 - (iii) a Second Lieutenant;
 - (iv) additional Lieutenants if the local government considers it necessary;
 - (v) a President;
 - (vi) a Secretary;
 - (vii) a Treasurer;
 - (viii) a Secretary/Treasurer combined; and
 - (ix) any other position/s deemed necessary for the effective management of brigade activities.
- (2) When considering the appointment of persons to the positions in subclause (1)(c), the local government is to have regard to the qualifications and experience which may be required to fill each position.
- (3) A person appointed to a position in subclause (1)(c) is to be taken to be a brigade member.
- (4) The appointments referred to in subclause (1)(c) expire at the completion of the first annual general meeting of the bush fire brigade.
- (5) If a position referred to in subclause (1)(c) becomes vacant prior to the completion of the first annual general meeting, then the local government is to appoint a person to fill the vacancy in accordance with subclause (2)

Division 2 – Command at a fire

2.3 Ranks within the bush fire brigade

- (1) Where under the Act and Bush Fire Operating Procedures members of the bush fire brigade have command of a fire, unless a bush fire control officer is in attendance at the fire, the Captain has full control over other persons fighting the fire, and is to issue instructions as to the methods to be adopted by the firefighters.
- (2) In the absence of the Captain, the first Lieutenant, and in the absence of the first, the second Lieutenant and so on, in the order of seniority determined, is to exercise all the powers and duties of the Captain.

- (3) Where a bush fire control officer is in attendance at a fire which the members of the bush fire brigade have command of under the Act and the Bush Fire Operating Procedures, the most senior bushfire control officer has full control over other persons fighting the fire and is to issue instructions as to the methods to be adopted by the fire fighters.

Division 3 – Application of Rules to a bush fire brigade

2.4 Rules

- (1) The Rules govern the operation of a bush fire brigade.
(2) A bush fire brigade and each brigade member is to comply with the Rules.

2.5 Variation of Rules

- (1) The local government may vary the Rules in their application to all bush fire brigades or in respect of a particular bush fire brigade.
(2) The Rules, as varied, have effect on and from the date of a decision under subclause (1)
(3) The local government is to notify a bush fire brigade of any variation to the Rules as soon as practicable after making a decision under subclause (1).

Division 4 – Transitional

2.6 Existing Bush Fire Brigades

- (1) Where a local government has established a bush fire brigade prior to the commencement date, then on and from the commencement day –
(2) Where a local government has established a bush fire brigade prior to the commencement date, then on and from the commencement day –
(a) the bush fire brigade is to be taken to be a bush fire brigade established under and in accordance with this local law;
(b) the provisions of this local law apply to the bush fire brigade save for clause 2.2; and
(c) any rules governing the operation of the bush fire brigade are to be taken to have been repealed and substituted with the Rules.
(3) In this clause -
"commencement day" means the day on which this local law comes into operation.

Division 5 – Dissolution of a bush fire brigade

2.7 Dissolution of a bush fire brigade

In accordance with section 41(3) of the Act, the local government may cancel the registration of a bush fire brigade if it is of the opinion that the bush fire brigade is not complying with the Act, this local law, the Bush Fire Operating Procedures or the Rules, or is not achieving the objectives for which it was established.

2.8 New arrangement after dissolution

If a local government cancels the registration of a bush fire brigade, alternative fire control arrangements are to be made in respect of the brigade area.

PART 3 – ORGANISATION AND MAINTENANCE OF BUSH FIRE BRIGADES

Division 1 – Local government responsibility

3.1 Local government responsible for structure

The Council is to ensure that there is an appropriate structure through which the organisation of bush fire brigades is maintained.

3.2 Officers to be supplied with Act

The local government is to supply each bush fire control officer with a copy of the Act, the Regulations, the Bush Fire Operating Procedures, this local law and any other written laws which may be relevant to the performance of the brigade officers' functions, and any amendments which are made thereto from time to time.

Division 2 – Chief Bush Fire Control Officer

3.3 Managerial role of Chief Bush Fire Control Officer

Subject to any directions by the local government the Chief Bush Fire Control Officer has primary managerial responsibility for the organisation and maintenance of bush fire brigades.

3.4 Chief Bush Fire Control Officer may attend meetings

The Chief Bush Fire Control Officer or her or his nominee (who is to be a bush fire control officer) may attend as a non-voting representative of the local government at any meeting of a bush fire brigade.

3.5 Duties of Chief Bush Fire Control Officer

The duties of the Chief Bush Fire Control Officer include -

- (a) provide leadership to volunteer bush fire brigades;
- (b) monitor bush fire brigades' resourcing, equipment (including protective clothing) and training levels and report thereon with recommendations at least once a year to the local government;
- (c) liaise with the local government concerning fire prevention/suppression matters generally and directions to be issued by the local government to bush fire control officers (including those who issue permits to burn) bush fire brigades or brigade officers;
- (d) ensure that bush fire brigades are registered with the local government and that lists of brigade members are maintained.

Division 3 – Annual general meetings of bush fire brigades

3.6 Holding of annual general meeting

A bush fire brigade is to hold its annual general meeting during the month of March each year.

3.7 Nomination of bush fire control officer to the local government

If the local government has not established a Bush Fire Advisory Committee, then at the annual general meeting of a bush fire brigade, the bush fire brigade is to nominate one brigade member to the local government to serve as the bush fire control officer for the brigade area until the next annual general meeting.

3.8 Minutes to be tabled before the Bush Fire Advisory Committee

- (1) The Secretary is to forward a copy of the minutes of the annual general meeting of a bush fire brigade to the local government within one month after the meeting.
- (2) The Chief Executive Officer, or their nominated officer, is to place relevant items from the bush fire brigade annual general meeting minutes on the agenda of the next meeting of the -
 - (a) Bush Fire Advisory Committee; or
 - (b) Council, if there is no Bush Fire Advisory Committee, following their receipt under subclause (1).

Division 4 – Bush Fire Advisory Committee

3.9 Functions of Advisory Committee

The Bush Fire Advisory Committee is to have the functions set out in section 67 of the Act and is to include such number of nominees of the bush fire brigades as is determined by the local government.

3.10 Advisory Committee to nominate bush fire control officers

As soon as practicable after the annual general meeting of each bush fire brigade in the district, the Bush Fire Advisory Committee is to nominate to the local government from the persons nominated by each bush fire brigade a person for the position of a bush fire control officer for the brigade area.

3.11 Local government to have regard to nominees

When considering persons for the position of a bush fire control officer, the local government is to have regard to those persons nominated by the Bush Fire Advisory Committee but is not bound to appoint the persons nominated.

3.12 Advisory Committee to consider bush fire brigade motions

The Bush Fire Advisory Committee is to make recommendations to the local government on all motions received by the Bush Fire Advisory Committee from bush fire brigades.

PART 4 – TYPES OF BUSH FIRE BRIGADE MEMBERSHIP

4.1 Types of membership of bush fire brigade

The membership of a bush fire brigade consists of the following -

- (a) fire fighting members;
- (b) associate members;
- (c) cadet members; and
- (d) honorary life members.

4.2 Fire fighting members

Fire fighting members are those persons being at least 16 years of age who undertake all normal bush fire brigade activities.

4.3 Associate members

Associate members are those persons who are willing to supply free vehicular transport for fire fighting members or fire fighting equipment, or who are prepared to render other assistance required by the bush fire brigade.

4.4 Cadet members

Cadet members are -

- (a) to be aged 11 to 15 years;
- (b) to be admitted to membership only with the consent of their parent or guardian;
- (c) admitted for the purpose of training and are not to attend or be in attendance at an uncontrolled fire or other emergency incident;
- (d) to be supervised by a fire fighting member when undertaking normal brigade activities as defined by paragraphs (c), (d), (e), (f) and (g) of section 35A of the Act;
- (e) ineligible to vote at bush fire brigade meetings;
- (f) not to be assigned ranks under the Authority's rank structure.

4.5 Honorary life member

The bush fire brigade may by a simple majority resolution appoint a person as an honorary life member in recognition of services by that person to the bush fire brigade.

4.6 Notification of membership

No later than 31 March in each year, the bush fire brigade is to report to the local government the name, contact details and type of membership of each brigade member.

PART 5 – APPOINTMENT DISMISSAL AND MANAGEMENT OF MEMBERS

5.1 Rules to govern

The appointment, dismissal and management of brigade members by the bush fire brigade are governed by the Rules.

PART 6 – EQUIPMENT OF BUSH FIRES BRIGADES

6.1 Policies of local government

The local government may make policies under which it -

- (a) provides funding to bush fire brigades for the purchase of protective clothing, equipment and appliances; and
- (b) keeps bush fire brigades informed of opportunities for funding from other bodies.

6.2 Equipment in brigade area

Not later than 31 March in each year, a bush fire brigade member is to report to the local government the nature, quantity and quality of all protective clothing, equipment and appliances of the bush fire brigade which are generally available within the brigade area (or at a station of the bush fire brigade).

6.3 Funding from local government budget

A request to the local government from the bush fire brigade for funding of protective clothing, equipment or appliance needs is to be received by the local government by 31 March in order to be considered in the next following local government budget, and is to be accompanied by the last audited financial statement and a current statement of assets and liabilities of the bush fire brigade.

6.4 Consideration in the local government budget

The local government may approve or refuse an application for funding depending upon the assessment of budget priorities for the year in question.

FIRST SCHEDULE (CLAUSE 2.4)

RULES GOVERNING THE OPERATION OF BUSH FIRE BRIGADES

PART 1 – PRELIMINARY

1.1 Interpretation

- (1) In these Rules, unless the context otherwise requires, where a term is used in these Rules and is defined in the local law, the Act or the Regulations, then the term is to be taken to have the meaning assigned to it in the local law, the Act or the Regulations, as the case may be.
- (2) In these Rules, unless the context otherwise requires –
- "absolute majority"** means a majority of more than 50% of the number of:
- (a) brigade members of the bush fire brigade, whether in attendance at the meeting or not, if the majority is required at a meeting of the bush fire brigade; or
 - (b) brigade officers of the bush fire brigade, whether in attendance at the meeting or not, if the majority is required at a meeting of the Committee;
- "Committee"** means the Committee of the bush fire brigade;
- "Incident Controller"** means the Chief Bush Fire Control Officer, or the Deputy Chief Bush Fire Control Officer, or a Bush Fire Control Officer, or an officer or other member of a brigade for the time being in charge of a bush fire as defined by Section 35A of the Act;
- "local law"** means the Shire of Wagin Bush Fire Brigades Local Law; and
- "normal brigade activities"** is defined by section 35A of the Act.
- (3) Subject to these Rules, where a decision is to be made by the bush fire brigade, then the decision may be made by a resolution passed by a simple majority of the brigade members who are present in person or by proxy at the meeting.
- (4) Subject to these Rules, where a decision is to be made by the Committee, then the decision may be made by a resolution passed by a simple majority of the brigade officers who are present in person or by proxy at the meeting.

PART 2 – OBJECTS AND MEMBERSHIP OF BUSH FIRE BRIGADE

2.1 Objects of bush fire brigade

The objects of the bush fire brigade are to carry out-

- (a) the normal brigade activities; and
- (b) the functions of the bush fire brigade which are specified in the Act, the Regulations and the local law.

2.2 Committee to determine applications

Applications for membership are to be determined by the Committee representatives.

2.3 Conditions of membership

In relation to any type of membership, as described in Part 4 of the local law, the bush fire brigade may establish policies pertaining to -

- (a) the qualifications required;
- (b) fees payable, if any;
- (c) a requirement to serve a probationary period;
- (d) procedures to be employed by the Committee prior to approval of an application for membership,

and the Committee is to act within the parameters of any such policy in determining applications for membership.

2.4 Applications for membership

An application for brigade membership is to be in writing and is to be submitted to the Secretary and is to be accompanied by a completed form in the form approved by the local government from time to time.

2.5 Decision on application for membership

- (1) The Committee may-
 - (a) approve an application for membership unconditionally or subject to any conditions; or
 - (b) refuse to approve an application for membership.
- (2) If the Committee refuses to approve an application for membership, it is to give written reasons for the refusal, as soon as practicable after the decision is made, to the applicant and the advice that the applicant has the right to object to the local government.

2.6 DFES to be notified of registrations

- (1) If any application for membership is approved, the Secretary of the bush fire brigade is to supply registration details to the local government within seven days of a person being admitted to membership in the form required by the Authority from time to time.
- (2) The local government is to notify the Authority within seven days of the receipt of a person being admitted to membership in the form required by the Authority from time to time.

2.7 Termination of membership

Membership of the bush fire brigade terminates if the member -

- (a) dies;
- (b) gives written notice of resignation to the Secretary;
- (c) is, in the opinion of the Committee, permanently incapacitated by mental or physical ill-health;
- (d) is dismissed by the Committee; or
- (e) ceases to be a member or is taken to have resigned.

2.8 Suspension of membership

- (1) Membership of the bush fire brigade may be suspended at any time if, in the opinion of the Committee, circumstances warrant suspending the member.
- (2) The period of suspension shall be at the discretion of the Committee.
- (3) Upon the expiry of the period of suspension the Committee may:
 - (a) extend the period of suspension;
 - (b) terminate the membership; or
 - (c) reinstate the membership.

2.9 Existing liabilities to continue

The resignation, or dismissal of a member under clause 2.7 does not affect any liability of the brigade member arising prior to the date of resignation or dismissal.

2.10 Member has right of defence

A brigade member is not to be dismissed under clause 2.7(1)(d) without being given the opportunity to meet with the Committee and answer any charges which might give grounds for dismissal.

2.11 Objection Rights

A person whose -

- (a) application for membership is refused under clause 2.5(1)(b);
- (b) membership is terminated under clause 2.7(1)(c), clause 2.7(1)(d) or clause 2.8(3)(b); or
- (c) membership is suspended under clause 2.8(1) or clause 2.8(3)(a) has the right of objection to the local government which may dispose of the objection by-
 - (i) dismissing the objection;
 - (ii) varying the decision objected to; or
 - (iii) revoking the decision objected to, with or without -
 - (I) substituting for it another decision; or
 - (II) referring the matter, with or without directions, for another decision by the Committee.

PART 3 – FUNCTIONS OF BRIGADE OFFICERS

3.1 Chain of command during fire fighting activities

Subject to the Act and the local law, the command procedures to apply during fire fighting activities are as detailed in the local government's Bush Fire Operating Procedures.

3.2 Duties Of President

- (1) Subject to subclause (2) below, the President is to preside at all meetings.
- (2) In the absence of the President, the meeting may elect another person to preside at the meeting.

3.3 Secretary

The Secretary is to -

- (a) be in attendance at all meetings and keep a correct minute and account of the proceedings of the bush fire brigade in a file which shall be open for inspection by brigade members at any reasonable time;
- (b) answer all correspondence or direct it appropriately, and keep a record of the same;
- (c) prepare and send out all necessary notices of meetings;
- (d) receive membership fees (if applicable), donations and other monies on behalf of the bush fire brigade, and remit them to the Treasurer upon receipt;
- (e) maintain a register of all current brigade members which includes each brigade member's contact details and type of membership;
- (f) provide no later than 31 May in each year, a report to the Chief Bush Fire Control Officer detailing the name, contact details and type of membership of each brigade member.

3.4 Treasurer

The Treasurer is to -

- (a) receive donations and deposits from the Secretary, and deposit all monies to the credit of the bush fire brigade's bank account;
- (b) pay accounts as authorized by the Committee;

- (c) keep a record of all monies received and payments made, maintain the accounts and prepare the balance sheet for each financial year;
- (d) be the custodian of all monies of the bush fire brigade; and
- (e) report on the financial position at meetings of the bush fire brigade or Committee.

3.5 Storage of equipment

- (1) The Brigade Officer may store all of the equipment of the bush fire brigade at a place approved by the Captain.
- (2) If there is to be more than one station in the brigade area, the Brigade Officer is to appoint in respect of each station a person who is responsible for the custody and maintenance in good order and condition of all equipment and appliances at the station, subject to any direction of the Brigade Officer.

3.6 Local Government Officer to report

The Brigade Officer is to provide, no later than 31 March of each year, a report to the local government and bush fire brigade captain describing the nature, quantity and quality of all protective clothing, equipment and appliances of the bush fire brigade which are generally available within the bush fire brigade area or at a station of the bush fire brigade.

3.7 Incident Controller to report

- (1) The incident Controller is to complete and forward an incident report form in the form required by the Authority to the local government
 - (a) This is to be forwarded within 7 days after attendance by the bush fire brigade at an incident.
 - (b) Where a bush fire brigade attends an incident on more than one day, the incident report form is to be completed and forwarded under subclause (1)(a) within 7 days after the last day of attendance.
- (2) The local government is to forward a copy of the incident report form to the Authority within 7 days of its receipt from the incident controller.

PART 4 – COMMITTEE

4.1 Management of bush fire brigade

- (1) Subject to the provisions of these Rules, the administration and management of the affairs of the bush fire brigade are vested in the Committee.
- (2) Without limiting the generality of subclause (1), the Committee is to have the following functions -
 - (a) to recommend to the local government amendments to these Rules;
 - (b) to draft the annual budget for the bush fire brigade and present it at the annual general meeting of the bush fire brigade;
 - (c) to propose a motion for consideration at any meeting of the bush fire brigade;
 - (d) to recommend to the local government equipment which needs to be supplied by the local government to the bush fire brigade;
 - (e) to invest or place on deposit any of the funds of the bush fire brigade not immediately required to perform the normal brigade activities;
 - (f) to delegate to a person, as from time to time thought fit, any functions (being less than the total functions of the Committee) on any conditions it thinks fit;
 - (g) to do all things necessary or convenient in order to perform any of its functions and to secure the performance of the normal brigade activities by the bush fire brigade; and

- (h) deal with membership applications, grievances, disputes and disciplinary matters.

4.2 Constitution of Committee

- (1) The Committee of the bush fire brigade is to consist of the brigade officers being the President, Fire Control Officer/s, Captain, Secretary, Treasurer, Brigade Officer and the Lieutenants of the bush fire brigade.
- (2) The brigade officers are -
 - (a) to be elected at the annual general meeting of the bush fire brigade;
 - (b) to hold office until the next annual general meeting; and
 - (c) be eligible for re-election at the next annual general meeting.
- (3) Any brigade officer may be removed from office by an absolute majority decision of the brigade members present in person or by proxy at a special meeting called for such a purpose.
- (4) The Committee may appoint a brigade member to fill a vacancy in any office arising from a resolution under subclause (3) or which has arisen for any other reason.

PART 5 – MEETINGS OF BUSH FIRE BRIGADE

5.1 Ordinary meetings

- (1) Ordinary meetings may be called at any time by the Secretary by giving at least 7 days notice to all brigade members. and to the Chief Bush Fire Control Officer, for the purpose of-
 - (a) organising and checking equipment;
 - (b) requisitioning new or replacement equipment;
 - (c) organising field excursions, training sessions, hazard reduction programs, and the preparation of fire-breaks;
 - (d) establishing new procedures in respect of any of the normal brigade activities; and
 - (e) dealing with any general business.
- (2) In a notice given under subclause (1), the Secretary is to specify the business which is to be conducted at the meeting.
- (3) Business may be conducted at an ordinary meeting of the bush fire brigade notwithstanding that it was not specified in a notice given under subclause (1) in relation to that meeting.

5.2 Special meetings

- (1) The Secretary is to call a special meeting when 5 or more brigade members request one in writing.
- (2) At least 2 days notice of a special meeting is to be given by the Secretary, to all brigade members and to the Chief Bush Fire Control Officer.
- (3) In a notice given under subclause (2) the Secretary is to specify the business which is to be conducted at the meeting.
- (4) No business is to be conducted at a special meeting beyond that specified in a notice given under subclause (2) in relation to that meeting.

5.3 Annual general meeting

- (1) At least 7 days notice of the annual general meeting is to be given by the Secretary to all brigade members and to the Chief Bush Fire Control Officer.
- (2) At the annual general meeting the bush fire brigade is to -

- (a) elect the brigade officers from among the brigade members;
 - (b) consider the Captain's report on the year's activities;
 - (c) adopt the annual financial statements;
 - (d) appoint an Auditor for the ensuing financial year in accordance with clause 5.6; and
 - (e) deal with any general business.
- (3) In a notice given under subclause (1), the Secretary is to specify the business which is to be conducted at the meeting.
- (4) Business may be conducted at an annual general meeting notwithstanding that it was not specified in a notice given under subclause (1) in relation to that meeting.

5.4 Quorum

- (1) The quorum for a meeting of the bush fire brigade is at least 50% of the number of offices (whether vacant or not) of member of the bush fire brigade.
- (2) No business is to be transacted at a meeting of the bush fire brigade unless a quorum of brigade members is present in person or by proxy.

5.5 Voting

Each brigade member is to have one vote, however in the event of an equality of votes, the President (or person presiding) may exercise a casting vote.

5.6 Auditor

- (1) At the annual general meeting a person, not being a brigade member, is to be appointed as the Auditor of the bush fire brigade for the ensuing financial year.
- (2) The Auditor is to audit the accounts of the bush fire brigade not less than 7 days before the annual general meeting and is to certify to their correctness or otherwise and present a report at the annual general meeting.

PART 6 – MEETINGS OF COMMITTEE

6.1 Meetings Of Committee

- (1) The Committee is to meet for the despatch of business, adjourn and otherwise regulate its meeting as it thinks fit.
- (2) The President or Secretary may convene a meeting of the Committee at any time.

6.2 Quorum

No business is to be transacted at a meeting of the Committee unless a quorum of 3 brigade officers are present in person.

6.3 Voting

Each brigade officer is to have one vote, however in the case of an equality of votes, the President (or person presiding) may exercise a casting vote.

PART 7 - GENERAL ADMINISTRATION MATTERS

7.1 Funds

The funds of the bush fire brigade are to be used solely for the purpose of promoting the objects of the bush fire brigade.

7.2 Financial year

The financial year of the bush fire brigade is to commence on 1 July and is to end on 30 June of the following year.

7.3 Banking

The funds of the bush fire brigade are to be placed in a bank account and are to be drawn on only by cheques signed jointly by any 2 members of the Bush Fire Brigade appointed to do so.

7.4 Disclosure of interests

- (1) A brigade member shall disclose to the bush fire brigade or Committee any financial interest (whether direct or indirect) he or she may have in any matter being considered by the bush fire brigade or Committee, as appropriate.
- (2) If a financial interest has been disclosed under subclause (1), then the bush fire brigade or Committee, as appropriate, is to decide, in the absence of the brigade member who disclosed that interest, whether or not the brigade member is to be permitted to vote on that matter.
- (3) Where the bush fire brigade or Committee, as appropriate, decides under subclause (2), that a brigade member is not to be permitted to vote on a matter, and the brigade member votes on the matter, then her or his vote is to be taken to have no effect and is not to be counted.

7.5 Disagreements

- (1) Any disagreement between brigade members may be referred to either the President or to the Committee.
- (2) Where a disagreement in subclause (1) is considered by the President or the Committee to be of importance to the interests of the bush fire brigade, then the President or the Committee, as the case may be, is to refer the disagreement to the annual general meeting, an ordinary meeting or a special meeting of the bush fire brigade.
- (3) The local government is the final authority on matters affecting the bush fire brigade, and may resolve any disagreement which is not resolved under subclause (1) or (2).

PART 8 - NOTICES AND PROXIES

8.1 Notices

- (1) Notices of meetings of the bush fire brigade are to be in writing and sent by ordinary post, or by electronic mail, to the registered address of each brigade member.
- (2) Notices of meetings of the Committee may be given in writing in accordance with subclause (1) or by such other means as the Committee may decide (by an absolute majority) at a meeting of the Committee.
- (3) Any accidental omission to give notice of a meeting to, or non-receipt by a person entitled to receive such notice, is not to invalidate the meeting the subject of the notice or any resolutions passed at the meeting.
- (4) Where any notice other than a notice of meeting is to be given under these Rules, the notice is to be-
 - (a) in writing;

- (b) unless otherwise specified, given to or by the Secretary;
- (c) given by-
 - (i) personal delivery;
 - (ii) post; or
 - (iii) electronic mail
- (d) taken to have been received, as the case may be -
 - (i) at the time of personal delivery;
 - (ii) 2 business days after posting; or
 - (iii) on the printing of the sender's email.

8.2 Proxies

- (1) Where under these Rules a brigade member may vote by proxy, in order for the proxy to so vote, the brigade member or the proxy shall give a notice in the form of that appearing in this clause, to the Secretary or the person presiding at the meeting before the start of the meeting at which the proxy is to be used.
- (2) A proxy is to be valid for the meeting for which it is given and for any adjournments of that meeting,
- (3) A proxy shall be valid for the number of votes to which the brigade member is entitled.
- (4) If the donor of the proxy does not give any indication of the manner in which the proxy is to vote, the proxy shall be entitled to vote or not vote as he or she thinks fit.
- (5) A proxy shall be entitled to speak on behalf of the donor of the proxy.
- (6) All forms appointing proxies deposited under subclause (1) are to be retained by the Secretary for not less than 28 days after the conclusion of the meeting to which they relate but if there is any objection to the validity of any vote at the meeting, they are to be retained until the determination of that objection.
- (7) The form appointing a proxy shall be in writing and signed by the brigade member appointing the proxy and shall be in or substantially in the form set out below -

PROXY

[INSERT NAME] BUSH FIRE BRIGADE

**[ANNUAL] [EXTRAORDINARY] GENERAL MEETING
TO BE HELD ON [DATE]**

I, _____

Being a brigade member appoint _____ to be my proxy and vote on my behalf at the meeting of the bush fire brigade to be held on _____ and at any adjournment of it. The proxy shall vote as follows:

MOTION FOR AGAINST ABSTAIN

- 1.
- 2.

If there is no instruction to the proxy as to the way to vote, the proxy shall exercise her or his discretion as to how to vote or whether to vote at all. In respect of any vote taken at the meeting on a matter which does not appear on the agenda, the proxy shall exercise her or his discretion as to the way he or she casts the vote or whether it is cast at all.

Date: _____

Signed: _____

NOTE: To be valid this proxy must be completed and returned to the Secretary of the bush fire brigade (or the presiding member) prior to the commencement of the meeting for which the proxy is valid.

Dated _____ 20____

Made at a meeting of the Council of the Shire of Wagin held on the _____.

The Common Seal of the Shire of Wagin)
was affixed by authority of a resolution)
of the Council in the presence of-)

P J BLIGHT, President

W. T ATKINSON, Chief Executive Officer

NATIONAL COMPETITION POLICY:

There are no restrictions to competition in the proposed Bush Fire Brigade Local Law.



12.1.4. SOLAR PANEL INSTALLATION

PROPONENT:	N/A
OWNER:	N/A
LOCATION/ADDRESS:	N/A
AUTHOR OF REPORT:	Customer Service Officer – Callum Ballantyne
SENIOR OFFICER:	Chief Executive Officer
DATE OF REPORT:	16 June 2021
PREVIOUS REPORT(S):	Nil
DISCLOSURE OF INTEREST:	Nil
FILE REFERENCE:	CP.MT.6
ATTACHMENTS:	<ul style="list-style-type: none">• Cost Analysis Comparison – 10kW to 30kW solar system

OFFICER RECOMMENDATION

Moved Cr

Seconded Cr

That a 10-kw solar panel be installed on the Shire Administration building at a net cost (after rebate) of \$11,228

Carried 0/0

BRIEF SUMMARY

The solar panel installation project for the Shire Administration Building, was awarded to Hall Electrical & Data Services. The quote that was accepted was for a 30kw system at a net cost, after rebate of \$29,906. In the application process with Western Power, it was found that the line servicing the Shire does not have the load capacity to install a solar system larger than 10kW without installing a green dome first. This would require additional contractor costs of \$4942 and the green dome (supplied by Western Power), \$20,000. This lifts the cost to \$54,548.

BACKGROUND/COMMENT

Hall Electrical & Data Services has produced secondary quotes for both installing a green dome (to allow for a 30-kw system as originally proposed) and for installing and supplying a 10kW system. There are difficulties in quoting for the green dome option as, by way of example, of the two that the contractor has installed two recently, both were valued at close to \$20,000 but with one the fee was waived excluding \$500. Western Power did not advise why the fee was waived. The cost analysis presented with this report is assuming the full \$20000 is required.

There will be winter to summer variance with solar panel power production and the Administration Office consumes more power over the December to February payment period. I wasn't able to acquire corroborated data with the panels seasonal variance, so I have opted for the average daily consumption of 117kWh at our office and average power production for the two compared systems across the year. I have also assumed a \$0.01 yearly increase of power unit cost, which has been consistent with the data I have access to.



A decision is required as to whether we invest the extra money required for the larger 30kW system, or to have a smaller investment in the 10kW system but smaller return in the long run.

CONSULTATION/COMMUNICATION

- Shane Hall – Hall Electrical & Data Services

STATUTORY/LEGAL IMPLICATIONS

Nil

POLICY IMPLICATIONS

There could be a case for obtaining revised quotes if the option is taken to install a 10 KW system.

FINANCIAL IMPLICATIONS

There is current budget allocation of \$30,000 for this project. If the 30 KW system is installed there will be a budget overrun of up to \$24,848. over a 10-year period, there would be a total saving on the Shires power bill of just over \$100,000.

If the 10 KW system was installed, there would be a saving over budget of \$18,772. The total saving in addition to this would be in the order of \$45,000.

STRATEGIC IMPLICATIONS

Nil

VOTING REQUIREMENTS

Simple Majority

System Price Comparison

Size	Installation Cost	Rebate	Mains Upgrade Cost	Green Dome	Total (inc GST)
10kW	\$17,724.00		\$0.00	0.00	\$11,228.00
30kW	\$48,876.20	-\$18,970.00	\$4,942.00	\$20,000.00	\$54,848.20

Daily Average Generated kWh

10kW	44kWh
30kW	132kWh

Power used last financial year by bill

Start Date	Finish Date	Power Units	Daily Average	Cost	Unit Cost
14/06/2019	13/08/2019	8074	134.5666667	\$2,315.25	\$0.29
13/08/2019	11/10/2019	7005	118.7288136	\$2,049.76	\$0.29
11/10/2019	10/12/2019	5775	96.25	\$1,702.15	\$0.29
10/12/2019	12/02/2020	8654	135.21875	\$2,516.91	\$0.29
12/02/2020	15/04/2020	6380	101.2698413	\$1,871.41	\$0.29
15/04/2020	16/06/2020	7203	116.1774194	\$2,111.69	\$0.29
	Total	43091		\$12,567.17	
	Average	7181.833333	117.0352485	\$2,094.53	

30kWh solar system							
Year	Gross Power Use in kWh	Cost per Unit	Solar Units Generated	Net Power Use	Cost for Year Without Solar	Final est Cost of Bill	Total Yearly Savings
2021/2022	43091	0.30	48180	-5089	\$12,933.76	-\$356.23	\$13,289.99
2022/2023	43091	0.31	48180	-5089	\$13,386.45	-\$356.23	\$13,742.68
2023/2024	43208	0.32	48312	-5104	\$13,892.59	-\$357.28	\$14,249.87
2024/2025	43091	0.33	48180	-5089	\$14,339.89	-\$356.23	\$14,696.12
2025/2026	43091	0.34	48180	-5089	\$14,841.79	-\$356.23	\$15,198.02
2026/2027	43091	0.36	48180	-5089	\$15,361.25	-\$356.23	\$15,717.48
2027/2028	43208	0.37	48312	-5104	\$15,942.07	-\$357.28	\$16,299.35
2028/2029	43091	0.38	48180	-5089	\$16,455.36	-\$356.23	\$16,811.59
2029/2030	43091	0.40	48180	-5089	\$17,031.30	-\$356.23	\$17,387.53
2030/2031	43091	0.41	48180	-5089	\$17,627.39	-\$356.23	\$17,983.62
Total	431144		482064	-50920	\$151,811.85	-\$3,564.40	\$155,376.25
		Quoted Solar Installation Cost	\$54,848			est Savings from Solar Installation	\$100,528.25

10kWh solar system							
Year	Gross Power Use	Cost per Unit	Solar Units Generated	Net Power Use	Cost for Year Without Solar	Final est Cost of Bill	Total Yearly Savings
2021/2022	43091	0.30	16060	27031	\$12,933.76	\$8,113.35	\$4,820.41
2022/2023	43091	0.31	16060	27031	\$13,386.45	\$8,397.32	\$4,989.12
2023/2024	43208	0.32	16104	27104	\$13,892.59	\$8,714.70	\$5,177.89
2024/2025	43091	0.33	16060	27031	\$14,339.89	\$8,995.42	\$5,344.47
2025/2026	43091	0.34	16060	27031	\$14,841.79	\$9,310.26	\$5,531.53
2026/2027	43091	0.36	16060	27031	\$15,361.25	\$9,636.12	\$5,725.13
2027/2028	43208	0.37	16104	27104	\$15,942.07	\$10,000.32	\$5,941.75
2028/2029	43091	0.38	16060	27031	\$16,455.36	\$10,322.45	\$6,132.91
2029/2030	43091	0.40	16060	27031	\$17,031.30	\$10,683.74	\$6,347.56
2030/2031	43091	0.41	16060	27031	\$17,627.39	\$11,057.67	\$6,569.72
Total	431144		160688	270456	\$151,811.85	\$95,231.36	\$56,580.49
		Quoted Solar Installation Cost	\$11,228			est Savings from Solar Installation	\$45,352.49



12.2 DEPUTY CHIEF EXECUTIVE OFFICER

12.2.1 DEPUTY CHIEF EXECUTIVE OFFICERS REPORT – JUNE 2021

PROPONENT:	N/A
OWNER:	N/A
LOCATION/ADDRESS:	N/A
AUTHOR OF REPORT:	Deputy Chief Executive Officer
SENIOR OFFICER:	Chief Executive Officer
DATE OF REPORT:	17 June 2021
PREVIOUS REPORT(S):	19 May 2021
DISCLOSURE OF INTEREST:	Nil
FILE REFERENCE:	CM.CO.1
ATTACHMENTS:	Nil

OFFICER RECOMMENDATION

Moved Cr

Seconded Cr

That Council receive the Deputy Chief Executive Officer's report for May 2021

Carried 0/0

BRIEF SUMMARY

The following report details the activities that fall under the control of the DCEO for the months of May and June 2021.

BACKGROUND/COMMENT

SPORTSGROUND DEVELOPMENT

The second steering committee meeting has been postponed to late June to allow members to complete preference sheets for what development items are most important. Staff have drawn up maps of the Sportsground and are now working with contractors to draw in services.

CORPORATE SERVICES

Covid-19 Update

From the 4th February the State Government expanded contact tracing to most businesses which has impacted on most businesses in Wagin. Staff continue to carry out contract tracing registers and the Safe WA App Q Code at the Wagin Swimming Pool, Gym, Library, Eric Farrow Pavilion, Recreation Centre, Sportsground, Caravan park, Town Hall and the Medical Centre meeting room.

Staff have also helped community group set up their contact tracing requirements.

Audit Entrance Meeting

An Audit entrance meeting was held on the 31st May for the 2020/2021 Audit. Those that were in attendance included Cr Blight, Shire CEO, DCEO, Manager of Finance, Arum from the Auditor General's Office and Tim Partridge from new auditors AMD.



The Auditor General's Office has engaged Bunbury based accounting firm AMD to carry out the Shire's audit for the next three years. The meeting was very positive and productive with firm dates set to carry out the audit process.

Budget and Corporate Business Plan

The Manager of Finance and other staff have been busy compiling all the worksheets and information for the 2021/2022 Budget, a Budget workshop was also held amongst senior staff last Wednesday.

As part of the Budget process and to meet Integrated Planning and Reporting regulations, Council will need to review and update the Shire's Corporate Business Plan. It is planned to carry out this review at the Draft Budget meeting on the 20th July.

Local Roads and Community Infrastructure Program (LRCIP)

Phase 1 \$348,962

The Shire's six nominated projects must be finished by the 30th June, below is an update on the projects:

Wagin Wetlands Park Development	-In Progress, complete before 30 th June
Wagin – Upgrade Footpaths and Kerbing	-Completed, awaiting contractor invoices
Wagin Sportsground – Ticket Box Construction	-Completed
Community Centre Park Wagin	-Completed
Wagin Giant Ram Painting- Wetlands Park	-Completed
Shire of Wagin CCTV Upgrade	-In Progress, complete before 30 th June

Phase 2 - \$279 590

The LRCIP Phase 2 projects have all been approved as per Council's projects nomination form. There are eight projects, with six commencing next financial year and the Historical Village Shed and Bojanning Park upgrades already commenced. All projects must be completed by the end of 2021. We have received a part payment of \$195,731.

Phase 3 - \$697.924

Following the 2021/2022 Federal Budget, we have just received advise that will another phase of the Local Roads and Community Infrastructure Program commencing in January 2022. This will be Phase 3, under this new phase the Shire of Wagin's allocation will be \$697,924.

The funding body will provide a greater time frame to complete new projects under phase 3, with all projects to be completed within eighteen months by the 30th June 2023.

AGED CARE

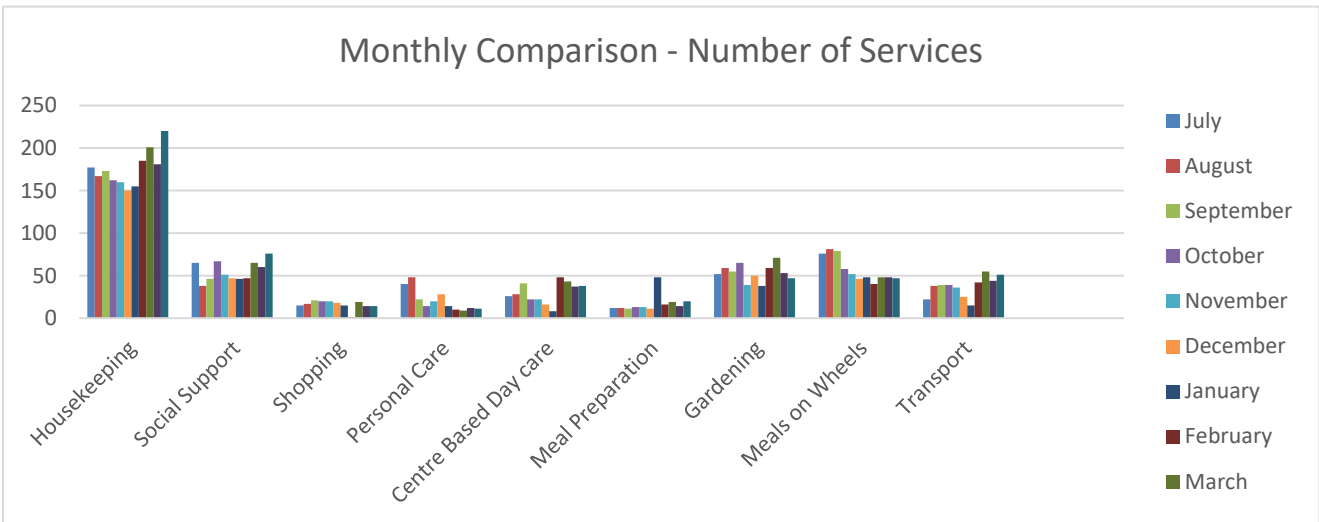
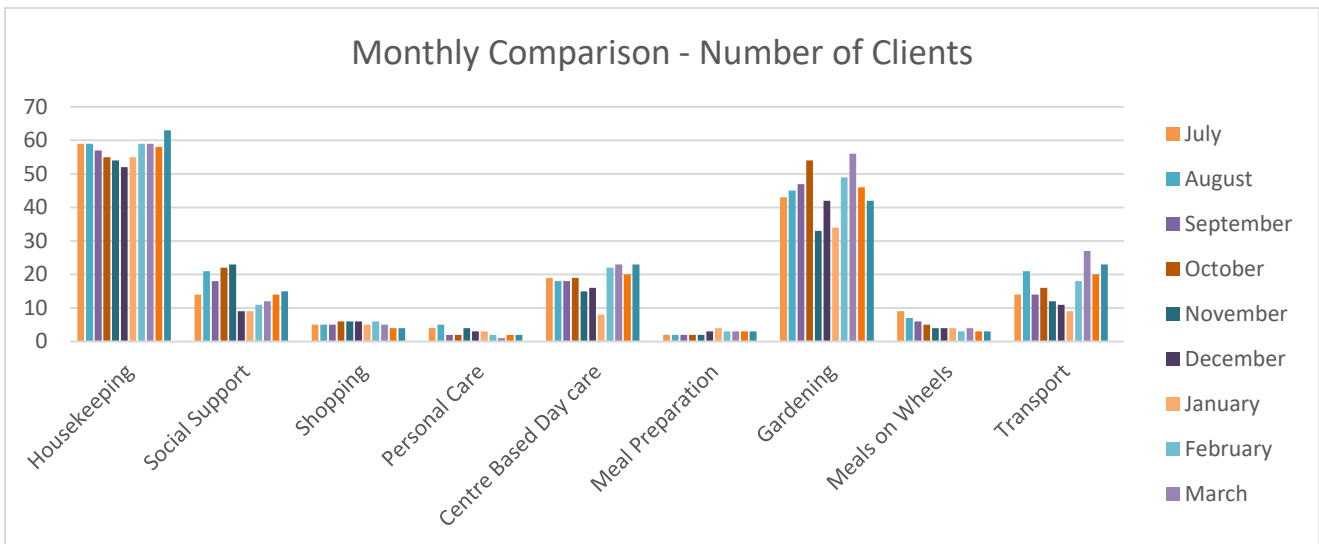


HOMECARE REPORT APRIL 2021

CLIENTS:

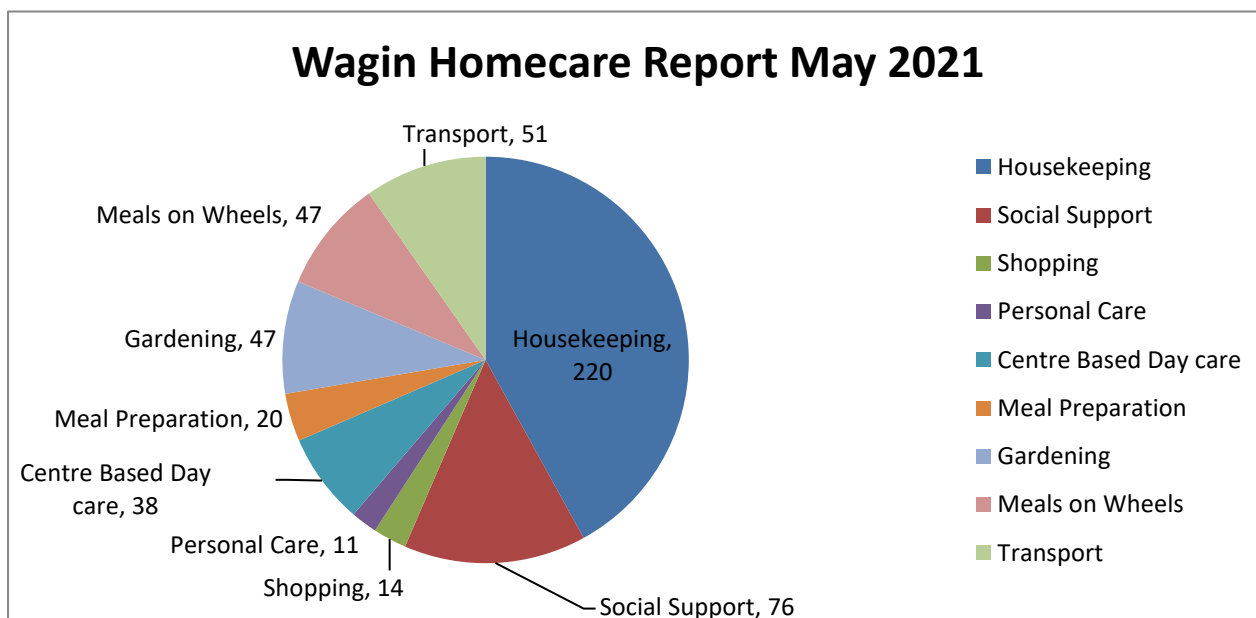
88 clients received one or more services for May.

Service	Number of Clients
Housekeeping	63
Social Support	15
Shopping	4
Personal Care	2
Centre Based Day care	23
Meal Preparation	3
Gardening	42
Meals on Wheels	3
Transport	23



Wagin Homecare Complete Service Provision May 2021

Types of services provided	Monthly Contracted	Hours Provided	Variance	Contracted	Year to date
Domestic Assistance	243	264	21	2913	2402
Social Support	54	106	52	651	593
Personal Care	16	7	-9	190	99
Centre Based Day Care	120	182	62	1442	1315
Respite Care	1.5	0	-1.5	18	0
Home Maintenance	112	53	-59	1344	640
Transport	63	54	-9	762	408
Meals on Wheels	334	47	-287	4011	623
Other food services	25	22	-3	299	169



TOWNSCAPE

A Townscape meeting was scheduled on the 10th June, however, unfortunately an official meeting could not take place as a meeting quorum was not achieved. Townscape discussions took place between the four members that were there for the meeting, this was informally recorded and is attached at the end of this report.

Town Square Project

The Shire's gardening team have done a fantastic job with the planting and mulching of all shrubs and trees as per project plan. The landscaping has transformed the area, well done to Allen, Mike and their staff. The decorative and solar lighting has been ordered and will be installed in the next couple of weeks. This along with the erection of plaques acknowledging Mrs Jarick and the Cousins Bakery will complete the project in full.

Wetlands Park Playground Development



Works has been slow on the completion of this project due to awaiting the delivery of playground items and the inclement weather delaying the rendering of the toilet block.

Work continues on upgrades to the inside of the ablutions, and the renderer has commenced and will finish next week. The Works staff have completed plantings and landscaping and will undertake placement of rocks and logs shortly. The old gazebo is currently being transformed and will be completed shortly.

There is an item for Council to consider in this agenda regarding fencing the playground area, if approved this can will be undertaken fairly quickly.

Electronic Advertising Sign

All issues and glitches with sign have now been rectified and staff management of the sign is going well. We now have six local businesses advertising on the sign.

TOURISM

May/June 2021 Shire Facebook Report

17/06/2021

The Shire Facebook page has posted 10 times since the last report in May with the biggest audience award going to the Cemetery Memorial Project being run by Megan Henry with a massive 4684 people checking in.

- Maurie Becker wins Spirit of Volunteering Award – 21st May – 3010 people
- Junior Basketball AGM notice – 25th May – 552 people
- Wagin Police Upgrade update – 26th May – 1115 people
- Wellbeing workshop - CRC – 2nd June – 296 people
- Townsquare Update – 3rd June – 1242 people
- Free Health Check flyer – 6th June – 158 people
- Memorial Project – Wagin Cemetery – 14th June – 4684 people
- Lotterywest Information Session flyer – 15th June – 744 people
- Road Closed – Main roads Notice – 15th June – 2193 people
- Medical Centre Phones are down – 16th June – 257 people

With changes to Facebooks layout – we can now advise on new information:

Audience:

Men – 31.41%	aged 54 and under
Women – 68.59%	across all age ranges
Post Reach	7,252
New followers	7
Shares	58
Comments	144

Our pages statistics state we currently have 1,500 followers.

Wagin Woolorama currently has 3,410 followers.



To compare our followers to other shire pages:

- Woodanilling 151
- Williams 616
- Dumbleyung 1,221
- Lake Grace 736
- Kojonup 1,362

RECREATION AND CULTURE

Library Report May/ June 2021

Library & Gallery which have occurred during the reporting period and is submitted in advance of the monthly council meeting.

Library Update:

- No Updates

Library Events:

- Library Book Club was held at Cresswells on Saturday June 12th from 2pm to 4pm.
- Historical Village W.A. Day Book Sale 9am to 12:30pm

Library Regular Activities:

- WLG Book Club was held on May 8th at Cresswells from 2pm to 4pm. Our next Book Club was held on Saturday June 12th from 2pm to 4pm at Cresswells.
- Waratah Lodge regular readers' weekly exchange of books, DVDs, etc. is ongoing.
- Wagin Hospital Homebound visiting program available as required.
- **Friends of Wagin Library & Gallery meeting was cancelled on Thursday April 29th. Our next Friends Meeting will be held on Thursday May 27th at 4.30pm.**

Library Statistics:

- 6 new borrowers at the library during this reporting period;
- 165 patron visits for May June reporting period;
- 11 successful inter-library loan requests for items from Wagin Library & Gallery patrons;
- 10 inter-library loan requests from other public libraries throughout WA for our items; 0 not supplied.
- 3 requests for information searches undertaken for Wagin library patrons by library staff;
- 0 public access computer user/s; 0 Wi Fi users. Patrons and visitors are now being notified that public access computer able to be used when needed.
- 27 community members enjoyed free tea or coffee in the library;
- 4 community members and library patrons spent time reading and relaxing in the library.
- 31 phone transactions relating to library matters - patron request for renewals; requests for information from other libraries, and from us to staff at other libraries; library event planning.

Patron Comments and Suggestions:



Guest book: More new comments entered, and available on library coffee table to view during Library hours.

Up and coming news and events:

- No Events until permitted

Wagin Recreation Centre Report April 2021

With cold weather upon us winter sports are in full swing. Netball and hockey are taking full advantage of the centre. Junior and ladies netball training every Wednesday plus fixtured games. Private Junior basketball sessions have seen sessions on Monday nights attracting around 20 children aged from 5 to 16 run by Bert and Emmaline Williams. Wagin Junior Basketball Club have had meetings and intend to start a program at the beginning of 4th term, 20th September, until 13th December. An under 10 and under 12 competition in Wagin with teams of older children to compete in the Narrogin association every week. Organizers to arrange a bus for transport plus cars. Fitness classes with Brooke continue twice a week pending numbers. Yoga with Tara Cook in the EFP twice a week. Stay on your feet continues to receive good numbers on Monday mornings. Trotting meeting held during the month of May.

Carpets in the auditorium were professionally cleaned and are looking great.

Some concern with the playing surface on court 2 with the bubbling continuing, this has been an issue for some time and looks like it is getting worse and it is a trip and playing hazard.

An Aura Pulastic court specialist, who was in WA on another job, inspected the affected court on Thursday 17th June. At the time of writing this report we have not got the results of the inspection. Hopefully more information and results of the inspection can be conveyed to Council at the Budget Workshop, this will determine costs for corrective action in the 2021/2022 Budget.

What's On

- Netball training for net set go, juniors, and ladies every Wednesday from 3pm to 8pm
- Netball fixtured home games for ladies and juniors
- Fitness classes with Brooke Batt twice a week on Tuesday and Thursday nights from 5.15pm
- Stay on your feet program every Monday morning at 9.45am
- Hockey training for juniors and men's teams on Thursdays when weather is inclement.
- Monday night junior basketball from 6pm to 8pm
- Yoga classes with Tara Cook twice a week on Wednesday mornings and Friday nights in the EFP
- Trots once a month

May-21		Stay on Your Feet	Brookes Fitness	Junior Netball	Ladies Netball	General Admission	Yoga	Hockey
1/05/2021	Saturday							
2/05/2021	Sunday							



3/05/2021	Monday					21		
4/05/2021	Tuesday		8					
5/05/2021	Wednesday			69	27		7	
6/05/2021	Thursday							
7/05/2021	Friday							
8/05/2021	Saturday							
9/05/2021	Sunday							
10/05/2021	Monday					20		
11/05/2021	Tuesday							
12/05/2021	Wednesday			61	27	8	5	
13/05/2021	Thursday					3		7
14/05/2021	Friday						4	
15/05/2021	Saturday							
16/05/2021	Sunday							
17/05/2021	Monday					20		
18/05/2021	Tuesday							
19/05/2021	Wednesday			69	20		4	
20/05/2021	Thursday						4	
21/05/2021	Friday							
22/05/2021	Saturday							
23/05/2021	Sunday							
24/05/2021	Monday							
25/05/2021	Tuesday		10			1		
26/05/2021	Wednesday			69	27		2	
27/05/2021	Thursday							
28/05/2021	Friday							
29/05/2021	Saturday							
30/05/2021	Sunday							
31/05/2021	Monday							
	Totals		18	268	101	73	26	7
				493				

OTHER

CCTV

New CCTV cameras in the Shire Office have been installed with the new camera system providing vastly improved quality and coverage to inside and outside of the building.

As part of the current upgrade to the townsite, the Shire's IT providers Wallis Computers are bringing the CCTV system under their back up and IT systems. They are also providing a new computer server for the Police station to enable the local Police to view the upgraded CCTV system in real time, plus the ability to play back footage.



The CCTV contractor has purchased all the new cameras and associated hardware, he will be installing the replacement and new cameras over the next few weeks. This includes trimming a number of trees to ensure optimum link for the camera system.

OCCUPATIONAL HEALTH AND SAFETY/ WORKPLACE SAFETY

The following is an update of current OHS practices.

- The Works staff all attend a monthly OHS/Toolbox meeting held at the Shire Depot.
- All Managers attend a quarterly OHS meeting, the meeting is overseen by contract OHS consultant Steve Taylor from Prompt Safety.
- Steve Taylor also attends Depot Toolbox meeting when required.
- Steve Taylor carries out Workplace safety inspections when required.
- All Works staff have their White Card (Safety Awareness course)
- All Works staff, except some of the gardeners, have their Traffic Management tickets.
- All Works staff have the relevant machinery competency tickets to operate their plant items, the Works Admin Officer is currently updating this in a electronic register.
- The Works Staff are not required to undergo a chemical handling certification due to the nature of the spraying and the chemical they use.
- Council's Swimming Pool Manager is currently undergoing an on-line chemical handling. training course.

Grants

Grants applied for are contained below, Staff will keep Council up to date with the success of each grant.

Grant Body	Grant Amount	Grant Reason
Co-operative Bulk Handling NOT SUCCESSFUL	14,647	Generator and Adaptor Plug for Wagin Evacuation Centre (Wagin Recreation Centre)
Department of Sport and Recreation SUCCESSFUL	3,387.57	Upgrade Cricket Pitch
Community Grants Hub – Department of Veterans' Affairs SUCCESSFUL	10,000	Saluting and Servicing Program- RSL War memorial Upgrade
DFES STILL UNDER CONSIDERATION	46,941.95	BFB Water Tanks, one for each Brigaded other than Piesseville
DFES SUCCESSFUL	4,489.39	BFB Flexi Water Tank for Piesseville Bush Fire Brigade
RAC NOT SUCCESSFUL	14,456.00	Wetlands Park Swing Set and Artwork and Landscaping at the War memorial Upgrade
Lotterywest SUCCESSFUL	5,000	Additional grant funds for the Xmas Street Carnival
Disability Inclusion Week SUCCESSFUL	\$1,000	Support patrons with disabilities attending the Street Carnival
Australia Day Council SUCCESSFUL	\$20,000	Hold a Covid Safe Australia Day



Lotterywest UNDER CONSIDERATION	\$200,000	Stage 2 of the Wetlands Playground Development
Total	319,921.91	

CONSULTATION/COMMUNICATION

Nil

STATUTORY/LEGAL IMPLICATIONS

Nil

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

Nil

VOTING REQUIREMENTS

Simple Majority

TOWNSCAPE DISCUSSION 10th June 2021

**Notes from discussions held with Cr Sherryl Chilcott, Mark Banks,
Lance Mudgway and Gloria Bliss –**

Wetlands Park Playground Development

The issue of fencing around the new Children's playground at the Wetlands park was discussed. The following was agreed to:

That the erection of a one metre black chain mesh fence around the perimeter of the small children's playground area at the Wetlands park be supported.

There was a discussion on the final stage of the Wetlands park playground, ideas where a number of creative ideas were put forward. Put. Also, staff advised that we are currently waiting to hear from LotteryWest regarding the \$200,000 grant for the stage 2 playground development. It is currently with the LotteryWest Board and we should receive a decision later this month or early July.

The following are the results from investigations of the above Townscape items:

Construct a shelter over the table and chairs opposite Cresswells

From this discussion there was support an additional table and chairs picnic setting, thoughts were that a shelter was not required.

Gravel sheet parking area between Groot's shed and Grainfeeds.



There was support for this area to have a light grade and gravel where required for aesthetic purposes.

Install white picket fencing along of the back of the bus (shelter) parking area in Tudor street to screen the railway line.

Due to cost and aesthetics, there was support for some sort of hedge to scree the railway line.

Repaint car bay line marking in the main CBD area.

Through discussion it was noted that the car parking line marking in the CBD was currently adequate.



12.2.2 WETLANDS PARK PLAYGROUND DEVELOPMENT - FENCING

PROPONENT:	N/A
OWNER:	N/A
LOCATION/ADDRESS:	N/A
AUTHOR OF REPORT:	Deputy Chief Executive Officer
SENIOR OFFICER:	Chief Executive Officer
DATE OF REPORT:	11 June 2021
PREVIOUS REPORT(S):	Nil
DISCLOSURE OF INTEREST:	Nil
FILE REFERENCE:	CP.MT.17
ATTACHMENTS:	Nil

OFFICER RECOMMENDATION

Moved Cr

Seconded Cr

That Council approve the erection of a one-metre-high black chain mesh fence around the perimeter of the new small children's Wetlands Park Playground.

Carried 0/0

BRIEF SUMMARY

For Council to approve to approve the installation of a one metre high black chain mesh fence around the new Wetlands park playground.

BACKGROUND/COMMENT

As part of the endorsed plan of the Wetlands Park Playground development, there was provision for the erection of a secure fence around the playground. During the project construction there was feedback from members of the public and persons that assisted with the park design that the fence, as drawn and recommended by the consultants, was not practical and would detract from the Wetlands Park area.

Some of the issues raised was the large footprint of the fence and the recommended fencing material was wood. A wood fence was incredible difficult to source, very costly and requires a significant amount of maintenance and up-keep.

After discussion on the Wetlands park project at the May Ordinary Council meeting, the author felt that the fencing issue should be put back to the Townscape Committee to decide on and their recommendation taken to the June Council meeting for endorsement.

Staff have now looked at a fencing option that is slightly smaller in area and made from black chain mesh fencing and poles at a height of one metre. Photos of similar playground fencing are enclosed.

The proposed area would include the eastern side limestone blocks and garden, around the old gazebo, across to and around the slide mounted on rocks, this would then follow the gravel



pathway back to the eastern limestone blocks and garden. There would be 3 gates to enter the play area.

The north eastern lawn area has not been included in the fenced area to minimise the impact of the fence, particularly for events such as the Australia day celebrations.

We have received a quotation for the amount of \$11,400 plus GST to supply and erect a 130 metre fence. This will be covered in the current budget.

A Townscape Committee was suppose to be held on the 10th June, however unfortunately there was not a quorum on the night so the meeting could not go ahead. However, the four members that came to the meeting discussed the fencing and agreed with the following.

That the erection of a one metre black chain mesh fence around the perimeter of the small children's playground area at the Wetlands park be supported.

If members of the Council would like to look at the proposed fencing area before the meeting, please advise and I will go through it with you.

CONSULTATION/COMMUNICATION

- Sherryl Chilcott
- Mark Banks
- Lance Mudgway
- Gloria Bliss
- Other members of the community

STATUTORY/LEGAL IMPLICATIONS

Nil

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

2020/2021 Budget

STRATEGIC IMPLICATIONS

Nil

VOTING REQUIREMENTS

Simple Majority





12.3 MANAGER OF WORKS

12.3.1 WORKS AND SERVICES REPORT –MAY 2021

PROPONENT:	N/A
OWNER:	N/A
LOCATION/ADDRESS:	N/A
AUTHOR OF REPORT:	Manager of Works
SENIOR OFFICER:	Chief Executive Officer
DATE OF REPORT:	15 June 2021
PREVIOUS REPORT(S):	13 May 2021
DISCLOSURE OF INTEREST:	Nil
FILE REFERENCE:	CM.CO.1
ATTACHMENTS:	Nil

OFFICER RECOMMENDATION

Moved Cr

Seconded Cr

That Council receive the Manager of Works Officer report for the month of May 2021.

Carried 0/0

BRIEF SUMMARY

NIL

BACKGROUND/COMMENT

CONSTRUCTION CREW

- Footpath Strickland Street
- Footpath Tudor Street
- Historical Village Shed Pad

UPCOMING WORKS

Cement floodway - Moore Street

Install playground equipment and pine rail fence - Bojanning Park

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 various road and shoulders south west and east of the Shire.

TOWN MAINTENANCE

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



PLANT / MACHINERY

General servicing of small plant will be carried by Shire staff, and large plant item servicing and mechanical repairs to be carried out by Marley's Diesel & Ag as required.

COUNCILLOR'S INFORMATION

Bomag Roller – the rear wheel hubs and bearings are being replaced by Marley's Diesel & Ag which will take about 3 weeks, in the short-term, the Shire has hired a roller to keep road maintenance going.

CONSULTATION/COMMUNICATION

NIL

STATUTORY/LEGAL IMPLICATIONS

NIL

POLICY IMPLICATIONS

NIL

FINANCIAL IMPLICATIONS

NIL

STRATEGIC IMPLICATIONS

NIL

VOTING REQUIREMENTS

Simple Majority

PLANT REPORT				May 2021		
PLANT	OPERATOR	PURCHASE DATE	KM / HOURS	SERVICE DUE	REGO	COMMS
ISUZU D-MAX WAGON P-01	B ATKINSON	29/10/2019	28,902	29,000	W.1	
ISUZU D-MAX WAGON P-02	B RODERICK	1/11/2018	55,800	60,000	W.001	
ISUZU D MAX P-04	A HICKS	17/11/2020	13,433	20,000	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	86,400	94,000	W.10000	
WCM LOADER P-09	REFUSE SITE	30/06/2012	3,174	1/02/2022	W.10292	
CAT GRADER P-10	R DERRICK	14/01/2021	599	750	W.284	
KOMATSU LOADER P-11	D HOYSTED	21/03/2018	3,148	3,400	W.10707	
KOMATSU GRADER P-12	S DESOUZA	15/01/2019	2,583	2,500	W.041	
ISUZU TRUCK P-14	S HISKINS	3/12/2019	37,482	40,000	W.1002	
BOMAG ROLLER P-15	VARIOUS	3/01/2008	9,398	9,220	W.7862	Service Due
ISUZU TRUCK P-16	VARIOUS	19/10/2010	91,040	100,000	W.1012	
KUBOTA MOWER P-18	M TITO	31/10/2019	200	200		Service Due
VIB ROLLER P-19	VARIOUS	3/01/2008	1,749	2,100	W.841	
JOHN DEERE P-20	VARIOUS	9/02/2006	3,910	4,000	W.9618	
ISUZU P-21	R DERRICK	17/03/2017	65,196	73,000	W.676	
JOHN DEERE P-22	A HOPKINS	10/08/2016	414	400	W.487	Service Due
TOYOTA UTE P-24	M TITO	17/11/2020	6,381	10,000	W.1010	
TOYOTA UTE P-25	A HOPKINS	25/11/2020	5,025	10,000	W.1001	
TRITON UTE P-26	S DESOUZA	14/11/2014	73,217	80,000	W.1022	
TRITON UTE P-27	J PRAETZ	6/11/2014	85,893	90,000	W.1007	
MAHINDRA P-38	L STANBRIDGE	21/01/2016	57,443	60,000	W.1044	
BOBCAT P-39	VARIOUS	17/09/2013	3,598	3,500	W.10553	Service Due
ISUZU TRUCK P-40	VARIOUS	29/03/2019	55,618	60,000	W.437	
ISUZU TRUCK P-42	J CHAMBERLAIN	6/02/2014	169,861	180,000	W.1015	
TORO MOWER P-43	M TITO	12/09/2013	1,036	1,050		
CAT BACKHOE P-47	VARIOUS	21/09/2015	5,559	5,500	W.10552	
TENNANT SWEEPER P-48	J PRAETZ	16/10/2015	2,070	2,120	W.10554	
MULTIPAC ROLLER P-49	VARIOUS	9/01/2017	3,324	3,000	W.860	Service Due
TOYOTA UTE P-50	T SIMMS	15/12/2017	39,156	40,000	W.924	
FORKLIFT P-51	VARIOUS	30/11/2018	16,398	30/11/2021	W.10729	
KUBOTA RTV P-52	VARIOUS	31/10/2019	329	400		
TOYOTA UTE P-85	VARIOUS	29/10/2020	4,512	10,000	W.863	
TOYOTA UTE P-94	J YATES	23/10/2019	29,148	30,000	W.10796	



12.4 MANAGER OF FINANCE

12.4.1. SCHEDULE OF FEES AND CHARGES 2020/2021

PROPONENT:	N/A
OWNER:	N/A
LOCATION/ADDRESS:	N/A
AUTHOR OF REPORT:	Manager of Finance
SENIOR OFFICER:	Chief Executive Officer
DATE OF REPORT:	10 June 2021
PREVIOUS REPORT(S):	N/A
DISCLOSURE OF INTEREST:	N/A
FILE REFERENCE:	FM.FE.1
ATTACHMENTS:	<ul style="list-style-type: none">Schedule of Fees and Charges 2021/2022

OFFICER RECOMMENDATION

Moved Cr

Seconded Cr

That Council adopts the Schedule of Fees and Charges for the 2021/2022 financial year.

Carried 0/0

BRIEF SUMMARY

For Council to adopt the Schedule of Fees and Charges as presented for the 2021/2022 financial year.

BACKGROUND/COMMENT

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 three 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.

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 Budget Workshop held on Tuesday the 22nd of June 2021, Councillors discussed the proposed Schedule of Fees and Charges 2021/2022 and made appropriate amendments.

Management are proposing that due to the Covid-19 pandemic the Fees and Charges are not increased for the 2021/2022 financial year apart from those bound by lease agreements to a CPI increment and the sporting club annual usage fees.

It is recommended that Council adopt the Schedule of Fees and Charges 2021/2022 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 2021/2022
- Budget 2021/2022

STRATEGIC IMPLICATIONS

Nil

VOTING REQUIREMENTS

Absolute Majority



Schedule of Fees and Charges 2021/22

Description	GL Code	2019/20	2020/21	GST	2021/22
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 19/20 rate increase	\$0.0526 x 20/21 rate increase	N	\$0.0526 x 21/22 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					
Emu's Watering Place Book	I032025.156	\$ -	\$ -	Y	\$ 15.00
Tie Pin	I032025.156	\$ -	\$ 5.00	Y	\$ 5.00
Lapel Pins	I032025.156	\$ -	\$ 7.00	Y	\$ 7.00
Fridge Magnets	I032025.156	\$ -	\$ 0.50	Y	\$ 0.50
Cloth Bags	I032025.156	\$ -	\$ 3.00	Y	\$ 3.00
Ceramic Mugs	I032025.156	\$ -	\$ 15.00	Y	\$ 15.00
Ballpoint Pens	I032025.156	\$ -	\$ 2.00	Y	\$ 2.00
Postcards	I032025.156	\$ -	\$ 0.50	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					

Schedule of Fees and Charges 2021/22

Description	GL Code	2019/20	2020/21	GST	2021/22
Cat Impound Fees					
Daily Pound Fee	I052006.152	\$ 20.00	\$ 20.00	Y	\$ 20.00
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	\$ 50.00	\$ 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

Schedule of Fees and Charges 2021/22

Description	GL Code	2019/20	2020/21	GST	2021/22
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
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	\$ 60.00
Twelve Months	I074005.156	\$ 600.00	\$ 600.00	N	\$ 300.00
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					
AR Norris Dental Surgery - per month increasing annually by CPI	I076010.153	\$ 354.00	\$ 361.00	Y	\$ 365.00
Wagin Medical Centre - Meeting/Consultant Room					
Professional Organisations / Bodies	I076020.153	\$ 90.00	\$ 90.00	Y	\$ 90.00
Non Profit Organisations / Bodies	I076020.153	\$ 35.00	\$ 35.00	Y	\$ 35.00
EDUCATION AND WELFARE					
Pre Schools					
Lease of Buildings/Offices/Land					
Wagin Daycare Centre - per month increasing annually by CPI	I083035.153	\$ 693.00	\$ 706.00	Y	\$ 714.00
Wagin Homecare - Commonwealth Home Support Programme					
Support Service	Number of Days offered per week	Fee for each client			
Domestic Assistance	5 days a week	\$ 10.00	per hour		
Gardening / Home Maintenance	3 days a week	\$ 10.00	per hour		
Social Support Individual	5 days a week	\$ 10.00	per hour		
Social Support Group	Fortnightly, outings & day trips	\$ 10.00	per event		
Transport - Local up to 30km	5 days a week	\$ 2.50	per way		
Transport - 31km to 60km	5 days a week	\$ 10.00	per way		
Transport - 61km to 99km	5 days a week	\$ 20.00	per way		
Transport - Group	5 days a week	\$ 5.00	per trip		
Personal Care	7 days a week	\$ 10.00	per hour		
Medication Prompt and Delivery	7 days a week	\$ 10.00	per hour		
Meal Preparation	5 days a week	\$ 10.00	per hour		



Schedule of Fees and Charges 2021/22

Description	GL Code	2019/20	2020/21	GST	2021/22
Shopping with Client or by list	5 days a week			\$ 10.00	per hour
Meals on Wheels - 1 Course meal	5 days a week (inc public holidays)			\$ 9.00	per meal
Meals on Wheels - 2 Course meal	5 days a week (inc public holidays)			\$ 13.00	per meal

Wagin Homecare - Home Care Packages

Support Service	Mon - Fri (7am-6pm)	Mon - Fri (6pm-9pm)	Saturday (7am-9pm)	Sunday (7am-6pm)	Public Holiday (7am-6pm)
Domestic Assistance	\$60/hr	N/A	N/A	N/A	N/A
Gardening / Home Maintenance	\$60/hr	N/A	N/A	N/A	N/A
Social Support Individual	\$60/hr	\$91.50/hr	\$91.50/hr	\$122/hr	\$152.50/hr
Social Support Group	\$120/event	N/A	N/A	N/A	N/A
Transport	\$1/km	\$1/km	\$1/km	\$1/km	\$1/km
Transport - Group	\$35/event	N/A	N/A	N/A	N/A
Personal Care	\$60/hr	\$91.50/hr	\$91.50/hr	\$122/hr	\$152.50/hr
Medication Prompt and Delivery	\$60/hr	\$91.50/hr	\$91.50/hr	\$122/hr	\$152.50/hr
Meal Preparation	\$60/hr	N/A	N/A	N/A	N/A
Shopping with Client or by list	\$60/hr	\$91.50/hr	\$91.50/hr	\$122/hr	\$152.50/hr
Meals on Wheels - 1 Course meal	\$9/meal	N/A	N/A	N/A	\$9/meal
Meals on Wheels - 2 Course meal	\$13/meal	N/A	N/A	N/A	\$13/meal
Clinical Care	\$114/hr	\$121/hr	\$143/hr	\$171/hr	\$216/hr

Further details as per myagedcare.gov.au

Other Welfare

Wagin Frail Aged Lodge - Lot 310 Arnott Street

Leased by Wagin Frail Aged Management Committee From Council Land

Leased To Council by Health Department

\$ 1.00 \$ 1.00 Y \$ 1.00

COMMUNITY AMENITIES

Sanitation - Household Refuse

Refuse Disposal Fees

Domestic Rubbish Service Fee (residential) 1 bin per annum	I101005.156	\$ 325.00	\$ 325.00	N	\$ 325.00
Additional Service	I101005.156	\$ 325.00	\$ 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					

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

Schedule of Fees and Charges 2021/22

Description	GL Code	2019/20	2020/21	GST	2021/22
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 amend or cancel development approval					\$ 295.00
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

Schedule of Fees and Charges 2021/22

Description	GL Code	2019/20	2020/21	GST	2021/22
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	\$ 950.00	\$ 950.00	Y	\$ 950.00
Placement of Ashes in an existing grave	I107005.156	\$ 140.00	\$ 140.00	Y	\$ 140.00
Additional depth of 0.3m	I107005.156	\$ 310.00	\$ 310.00	Y	\$ 310.00
Interment without due notice - additional charge	I107005.156	\$ 260.00	\$ 260.00	Y	\$ 260.00
Interment on weekends or public holidays - additional charge	I107005.156	\$ 420.00	\$ 420.00	Y	\$ 420.00
Interment not in usual hours - additional charge	I107005.156	\$ 210.00	\$ 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	\$ 180.00	\$ 180.00	N	\$ 180.00
Renewable (subject to any increased charges)	I107005.156	\$ 190.00	\$ 190.00	N	\$ 190.00

Re-opening

Interment	I107005.156	\$ 950.00	\$ 950.00	Y	\$ 950.00
Exhumation	I107005.156	\$ 1,600.00	\$ 1,600.00	Y	\$ 1,600.00
Re-burial after exhumation	I107005.156	\$ 600.00	\$ 600.00	Y	\$ 600.00

Disposal of Ashes

Brick Niche Single (plus cost of plaque and fixing)	I107005.156	\$ 125.00	\$ 125.00	Y	\$ 125.00
Brick Niche Double (plus cost of plaque and fixing)	I107005.156	\$ 155.00	\$ 155.00	Y	\$ 155.00
Single Niche Wall Reservation	I107005.156	\$ 88.00	\$ 88.00	Y	\$ 88.00
Double Niche Wall Reservation	I107005.156	\$ 115.00	\$ 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
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Schedule of Fees and Charges 2021/22

Description	GL Code	2019/20	2020/21	GST	2021/22
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	\$ 155.00	\$ 155.00	Y	\$ 155.00
Non Commercial Functions < 3 hours	I111005.153	\$ 105.00	\$ 105.00	Y	\$ 105.00
Commercial Functions > 3 hours	I111005.153	\$ 260.00	\$ 260.00	Y	\$ 260.00
Non Commercial Functions > 3 hours	I111005.153	\$ 210.00	\$ 210.00	Y	\$ 210.00
Non Profit & Charitable Organisations Education Department	I111005.153	50% Commercial	50% Commercial	Y	50% Commercial
Rehearsal	I111005.153	\$ -	\$ -	Y	\$ -
Bond	I100010	\$ 300.00	\$ 300.00	N	\$ 300.00

Lesser Hall

Commercial Functions < 3 hours	I111005.153	\$ 95.00	\$ 95.00	Y	\$ 95.00
Non Commercial Functions < 3 hours	I111005.153	\$ 65.00	\$ 65.00	Y	\$ 65.00
Commercial Functions > 3 hours	I111005.153	\$ 160.00	\$ 160.00	Y	\$ 160.00
Non Commercial Functions > 3 hours	I111005.153	\$ 105.00	\$ 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
Hire of Pendant Lights	I111005.153	\$ -	\$ -	Y	\$ 100.00
Bond on Pendant Lights (if hiring separate to Town Hall)	I100010	\$ -	\$ -	N	\$ 150.00

Lease of Buildings/Offices/Land

Town Hall Legal Office - per month increasing annually by CPI	I111015.153	\$ 391.00	\$ 399.00	Y	\$ 404.00
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Swimming Pools

Single Entrance Fees

Adult	I112010.157	\$ 4.00	\$ 4.00	Y	\$ 4.00
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

Schedule of Fees and Charges 2021/22

Description	GL Code	2019/20	2020/21	GST	2021/22
Other Recreation & Sport					
Ground & Recreation Centre Usage Fees for Club					
Wagin Cricket Club	I113005.153	\$ 1,152.00	\$ 1,152.00	Y	\$ 1,165.00
Wagin Football Club	I113005.153	\$ 2,581.00	\$ 2,581.00	Y	\$ 2,610.00
Wagin Hockey Club	I113005.153	\$ 1,152.00	\$ 1,152.00	Y	\$ 1,165.00
Wagin Swimming Club	I113005.153	\$ 1,549.00	\$ 1,549.00	Y	\$ 1,566.00
Wagin Trotting Club	I113005.153	\$ 2,168.00	\$ 2,168.00	Y	\$ 2,192.00
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	\$ 155.00	\$ 155.00	Y	\$ 155.00
Non Commercial Functions < 3 hours	I113020.153	\$ 105.00	\$ 105.00	Y	\$ 105.00
Commercial Functions > 3 hours	I113020.153	\$ 260.00	\$ 260.00	Y	\$ 260.00
Non Commercial Functions > 3 hours	I113020.153	\$ 210.00	\$ 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	\$ -	\$ -		\$ -
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
Eric Farrow Pavilion					
Whole Complex					
Commercial	I113055.153	\$ 340.00	\$ 340.00	Y	\$ 340.00
Non Commercial	I113055.153	\$ 270.00	\$ 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	\$ 175.00	\$ 175.00	Y	\$ 175.00
Non Commercial Functions < 3 hours	I113055.153	\$ 135.00	\$ 135.00	Y	\$ 135.00
Commercial Functions > 3 hours	I113055.153	\$ 290.00	\$ 290.00	Y	\$ 290.00
Non Commercial Functions > 3 hours	I113055.153	\$ 250.00	\$ 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	\$ 145.00	\$ 145.00	Y	\$ 145.00
Non Commercial Functions < 3 hours	I113055.153	\$ 95.00	\$ 95.00	Y	\$ 95.00
Commercial Functions > 3 hours	I113055.153	\$ 220.00	\$ 220.00	Y	\$ 220.00
Non Commercial Functions > 3 hours	I113055.153	\$ 175.00	\$ 175.00	Y	\$ 175.00



Schedule of Fees and Charges 2021/22

Description	GL Code	2019/20	2020/21	GST	2021/22
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/Student Six Month Membership	I113065.153	\$ 65.00	\$ 65.00	Y	\$ 65.00
Pensioner/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
Electronic Advertising Sign					
Shire events and meetings (unlimited)	I116065.156	\$ -	\$ -	Y	\$ -
Shire community advice (unlimited)	I116065.156	\$ -	\$ -	Y	\$ -
Shire facility opening and closing (unlimited)	I116065.156	\$ -	\$ -	Y	\$ -
Woolorama and community events which are primarily not for profit or where the proceeds are returned directly to the Wagin community (up to 28 days)	I116065.156	\$ -	\$ -	Y	\$ -
Local sporting events (up to 14 days)	I116065.156	\$ -	\$ -	Y	\$ -
Regional events outside of shire (up to 7 days)	I116065.156	\$ -	\$ -	Y	\$ 500.00
Regional significant events held in the Shire of Wagin (Commercial) (up to 14 days)	I116065.156	\$ -	\$ -	Y	\$ 250.00
Local business - 15 minutes per business per day (per annum)	I116065.156	\$ -	\$ -	Y	\$ 250.00
Church services (up to 7 days)	I116065.156	\$ -	\$ -	Y	\$ -
Emergency warnings and advice (as required)	I116065.156	\$ -	\$ -	Y	\$ -
Local roadworks and road closures (as required)	I116065.156	\$ -	\$ -	Y	\$ -

TRANSPORT

Aerodromes

Lease of Buildings/Offices/Land

Airstrip Hangar - per annum increasing annually by CPI	I126020.153	\$ 413.00	\$ 421.00	Y	\$ 495.00
Wagin Aero Club - per annum increasing annually by CPI	I126020.153	\$ 413.00	\$ 421.00	Y	\$ 495.00
Wagin Aero Services - per annum	I126020.153	\$ 7,900.00	\$ 7,900.00	Y	\$ 8,690.00

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
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RV Area

Per Van per Night - power and water	I132015.153	\$ 10.00	\$ 10.00	Y	\$ 10.00
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Schedule of Fees and Charges 2021/22

Description	GL Code	2019/20	2020/21	GST	2021/22
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	\$ 105.00	\$ 105.00	Y	\$ 110.00
Uncertified Application - 0.32% Cost of Construction Fee - Minimum Fee	I133005.151	\$ 105.00	\$ 105.00	Y	\$ 110.00
<i>Class 2 - 9 (Commercial)</i>					
Certified Application - 0.09% Cost of Construction Fee - Minimum Fee	I133005.151	\$ 105.00	\$ 105.00	Y	\$ 110.00
Uncertified Application - 0.32% Cost of Construction Fee - Minimum Fee	I133005.151	\$ 105.00	\$ 105.00	Y	\$ 110.00
Occupancy Permit for Completed Building (Commercial) - Minimum Fee	I133005.151	\$ 105.00	\$ 105.00	Y	\$ 110.00
Demolition Permit - Minimum Fee	I133005.151	\$ 105.00	\$ 105.00	Y	\$ 110.00
Application to Extend a Building Permit/Demolition Permit - Minimum Fee	I133005.151	\$ 105.00	\$ 105.00	Y	\$ 110.00
Building Approval Applications for Unauthorised Work - 0.38% of Work Value - Minimum Fee	I133005.151	\$ 105.00	\$ 105.00	Y	\$ 110.00
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	\$ 9.00	\$ 9.00	N	\$ 9.00
Charge per kilolitre: Commercial Use - All Other Shire Standpipes	I134005.156	\$ 2.60	\$ 2.60	N	\$ 2.80
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
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
Sundry Minor Plant	I141005.156	\$ 120.00	\$ 120.00	Y	\$ 120.00
Labour Only	I141005.156	\$ 55.00	\$ 55.00	Y	\$ 65.00
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					



Schedule of Fees and Charges 2021/22

Description	GL Code	2019/20	2020/21	GST	2021/22
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%



12.5 ENVIRONMENTAL HEALTH OFFICER/BUILDING SURVEYOR

12.5.1 ENVIRONMENTAL HEALTH OFFICER / BUILDING SURVEYORS REPORT – JUNE 2021

PROPONENT:	N/A
OWNER:	N/A
LOCATION/ADDRESS:	N/A
AUTHOR OF REPORT:	Environmental Health Officer / Building Surveyor
SENIOR OFFICER:	Chief Executive Officer
DATE OF REPORT:	09 June 2021
PREVIOUS REPORT(S):	09 May 2021
DISCLOSURE OF INTEREST:	Nil
FILE REFERENCE:	PH.MO.1
ATTACHMENTS:	Nil

OFFICER RECOMMENDATION

Moved Cr

Seconded Cr

That Council receive the Environmental Health Officer / Building Surveyors Report for the month of June 2021.

Carried 0/0

BRIEF SUMMARY

Development Report

BACKGROUND/COMMENT

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

DEVELOPMENT APPLICATIONS

BUILDING PERMITS

Permit No.	Owner	Builder	Location	Description	Value	Fees
99883	Shire of Wagin	Fazfab Pty Ltd	9 Balagin Street Wagin	Open Shed Ext	\$19,000	\$166.65
99884	Shire of Wagin	Ranbuilt Construction	Lot 51 Ballagin Street Wagin	S/F Shed	\$125,632	\$402.02
99885	Mark Banks	Owner	Lot 39 (67) Tudor Street Wagin	S/F Awning	\$11,000	\$166.65



BUILDING FINALS (BA7) – FINAL CERTIFICATES RECEIVED

- 41 Stewart Street – Carport extension to existing garage.

CERTIFICATES OF OCCUPANCY

Nil

EFFLUENT DISPOSAL SYSTEM – CERTIFICATE TO USE

Nil

BUILDING ISSUES

KEEPING OF BACK YARD CHICKENS SAFELY

With the high incidence of Salmonella typhimurium in egg based products, the Health Directorate are advising all egg producing establishments of the need for an appropriate level of hygiene during egg production, this also relates to residential back yard chickens.

A safety standard is being released outlining areas such as washing hands after handling eggs, discarding cracked eggs and storing eggs in a refrigerator.

Persons wishing to sell eggs for commercial gain will be required to register with the Local Government as a Food Premises under the Food Act 2008.

WAGIN HISTORICAL VILLAGE SHED

Ranbuild Wagin confirmed that the building will be delivered onsite in 5 weeks' time from the date of the Building Permit being issued.

A Building Certifier was approached who signed off on the building as a class 10 (shed) if certain conditions were adhered to namely fire extinguishers were positioned through out the building, the exit door (French doors) opened outwards with a one action movement.

These conditions were agreed to and the Certificate of Design Compliance and Building Permit have now been signed off.

During excavation work on the foundation for the concrete pad, it was noted the loader was sinking into the damp soil, so to be cautious, a local engineer was asked to inspect the ground to see if there are any issues before the building starts. He indicated that if the surrounding soil is contoured around the site and the nominated level is adhered to, the subsurface soil should stay dry and not affect the building.

With engineering details noted, the pad should be nearing completion ready for the footings and slab to be laid/cured prior to the erection of the main structure.

HEALTH/PLANNING/BUILDING ADVISE

FOUR YEARLY PRIVATE SWIMMING POOL INSPECTIONS

As at the time of writing, 31 privately owned swimming pools have been inspected out of the 78 listed, 7 have been decommissioned, generally, the inspected pools have been mostly compliant.

Due to other work commitments, inspections have lapsed to date but will be priorities to ensure completion in the next few months.



FOOD RECALLS/COMPLAINTS

Nil

FOOD SAMPLING - ROUND CSP 32 – MICROBIAL SAFETY OF SLICED MEATS

As part of the Local Authority Analytical Committee Food Safety Program, round 32 is focusing on the microbial safety of ready to eat sliced meats. Sample results from the region indicted prepackage meats had a lower TPC (total plate count) than the sliced in-house product.

Looking over the results, there appears to be a pattern with the product being sliced at the end of production and sitting in the display cabinet, there is also an issue with the integrity of the transport system with the product being received at the analyst at around 10 degrees. (should be below 5 degrees).

Sample sites have been informed of the results with interpretations of the findings given also noting there were no pathogenic organisms exceeded levels.

COMPLAINTS

- Noise complaint – Khedive Street – Loud Music
- Smoke complaint – Nenke Road

CONSULTATION/COMMUNICATION

Nil

STATUTORY/LEGAL IMPLICATIONS

Nil

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Associated Building and Health Fees

STRATEGIC IMPLICATIONS

Nil

VOTING REQUIREMENTS

Simple Majority



12.6 TOWN PLANNER REPORT

13. ANNOUNCEMENTS OF PRESIDENT AND COUNCILLORS

14. URGENT BUSINESS INTRODUCED BY DECISION OF THE MEETING

15. CONFIDENTIAL BUSINESS AS PER LOCAL GOVERNMENT ACT S5.23 (2)

15.1 MR PAUL DRAYTON – OCCUPATION OF SITE 4 – WAGIN AERIAL LANDING GROUND

PROPONENT:	N/A
OWNER:	N/A
LOCATION/ADDRESS:	Wagin Aerial Landing Ground
AUTHOR OF REPORT:	Chief Executive Officer
SENIOR OFFICER:	Chief Executive Officer
DATE OF REPORT:	16 June 2021
PREVIOUS REPORT(S):	27 April 2021 & 20 May 2021
DISCLOSURE OF INTEREST:	Nil
FILE REFERENCE:	CP.MT.1
ATTACHMENTS:	Nil

OFFICER RECOMMENDATION

Moved Cr

Seconded Cr

****Recommendation withheld**

Carried 0/0



15.2 SENIOR STAFFING PROPOSALS

PROPONENT:	N/A
OWNER:	N/A
LOCATION/ADDRESS:	N/A
AUTHOR OF REPORT:	Chief Executive Officer
SENIOR OFFICER:	Chief Executive Officer
DATE OF REPORT:	17 May 2021
PREVIOUS REPORT(S):	16 June 2021
DISCLOSURE OF INTEREST:	Nil
FILE REFERENCE:	PE.AR.1
ATTACHMENTS:	Nil

OFFICER RECOMMENDATION

Moved Cr

Seconded Cr

****Recommendation withheld**

Carried 0/0



16. CLOSURE