



# SHIRE OF WAGIN

## ORDINARY MEETING OF COUNCIL

### Minutes

2 September 2019

(reconvened from 27 August 2019)

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## DISCLAIMER

No responsibility whatsoever 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 derogating 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 a member or officer of the Shire of Wagin during the course of any meeting is not intended to be and is not to be taken as notice of approval from the Shire of Wagin. The Shire of Wagin warns that anyone who has any application lodged with the Shire of Wagin must 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.

### Gifts & Travel Register

Just a reminder about your obligations as Councillors regarding the Gifts & Travel Register. The City of Perth Bill 2015 has amended the Local Government Act 1995 (the Act) to provide that a relevant person who accepts a gift which is worth greater than \$200 must disclose acceptance of the gift within ten days of receipt to the Chief Executive Officer, rather than in an annual return. All contributions to travel over \$200 must also be disclosed. Note: - These amounts are accumulative so any gift with an accumulative value over a 12 month period must also be declared



**1. DECLARATION OF OPENING**

The Shire President Cr Blight declared the meeting open at 7.00 pm

**2. ATTENDANCE, APOLOGIES AND LEAVE OF ABSENCE (PREVIOUSLY APPROVED)**

<b>Present:</b>	Cr Phillip Blight	Shire President
	Cr G R Ball	Deputy Shire President
	Cr B L Kilpatrick	Member
	Cr D G Reed	Member
	Cr L A Lucas	Member
	Cr S M Chilcott	Member
	Cr G K B West	Member
<b>Staff:</b>	Mr W T Atkinson	Acting Chief Executive Officer
	Mr B A Roderick	Deputy Chief Executive Officer
	Mr A Hicks	Manager of Works
<b>Apologies:</b>	Cr J P Reed	Member
<b>Gallery:</b>	Anthony Rowell	Proponent Item 13.3
	Brian Noble	Proponent Item 13.2

**3. RESPONSES TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE**

Nil

**4. PUBLIC QUESTION TIME**

Nil

**5. APPLICATION FOR LEAVE OF ABSENCE**

Nil



**6. PUBLIC FORUM (PETITION/DEPUTATIONS/PRESENTATIONS)**

**Anthony Rowell** – (Proponent Item 13.3) addressed Council and offered some further information on improving drainage on his and Scott Angwin's properties and the two crossings being Robinson and Dongolocking roads.

The existing pipes are not adequate and would like the Shire to replace the pipes with 900mm pipes to accommodate the increased water flow. This drainage upgrade will provide on-going benefits to the existing road infrastructure well into the future.

Mr Rowell advised the drainage project is costing the proponents some \$80,000 - \$100,000 and would like Council to bear the cost of the new pipes.

**Brian Noble** – (Proponent Item 13.2) addressed Council about the proposed Vintage Caravan Museum to be located in the Exhibition Shed at the Showgrounds.

Their aim is to showcase a large unique collection of vintage caravans and the preservation of the history of caravanning in Australia. They will require exclusive use of the shed including the Woolorama period.

They are trying to contact to the Wagin Agricultural Society to discuss, the possible sole use of the Exhibition Shed to display the Caravans.

The issue was raised as to how the current Sportsground Precinct Masterplan project will have a bearing on any future use of the Exhibition Shed facility.

**7. DISCLOSURE OF FINANCIAL AND OTHER INTERESTS**

Cr G K B West declared an interest affecting impartiality in item 13.2 – Vintage Caravan Museum Proposal

**8. CONFIRMATION OF PREVIOUS MEETING MINUTES****4078 COUNCIL DECISION**

Moved: Cr. B L Kilpatrick

Seconded: Cr. L A Lucas

That the Minutes of the Ordinary Council Meeting of 23<sup>rd</sup> July 2019 be confirmed as true and accurate.

Carried 7/0

**DRAFT BUDGET MEETING 25 JULY 2019**

**4079 COUNCIL DECISION**

Moved: Cr. S M Chilcott

Seconded: Cr. G R Ball

That the Minutes of the Draft Budget Meeting of 25<sup>th</sup> July 2019 be confirmed as true and correct.

Carried 7/0

**SPECIAL MEETING OF COUNCIL 13 AUGUST 2019**

**4080 COUNCIL DECISION**

Moved: Cr. G R Ball

Seconded: Cr. G K B West

That the Minutes of the Special Meeting of Council 13<sup>th</sup> August 2019 be confirmed as true and correct.

Carried 7/0

**AUDIT COMMITTEE MEETING 22 AUGUST 2019**

**4081 COUNCIL DECISION**

Moved: Cr. G R Ball

Seconded: Cr. S M Chilcott

That the Minutes of the Audit Committee Meeting of 22<sup>nd</sup> August 2019 be received.

Carried 7/0

**TOWNSCAPE ENHANCEMENT COMMITTEE MEETING 22 AUGUST 2019**

**4082 COUNCIL DECISION**

Moved: Cr. S M Chilcot

Seconded: Cr. B L Kilpatrick

That the Minutes of the Townscape Enhancement Committee Meeting of 22<sup>nd</sup> August 2019 be received.

Carried 7/0

<b>9 STATUS REPORT – JULY 2019</b>
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Date	Resolution #	Officer	Description	Action	Status	Questions & Comments
			<b>FINANCE &amp; ADMINISTRATION</b>			
28 April 2015	2702	CEO	Puntapin Rock Dam		That Council advise Water Corp that it is prepared to accept the responsibility and vesting of the Puntapin Dam and associated reserves and infrastructure.	Contacted June 2019, awaiting finalisation of the SW Native Title Settlement
21 Feb 2017	3215	CEO/ MF	Road Damage – WANDRRA Claim	That Council resolve if an acceptable exemption is not forthcoming then Council engage CORE Business Australia from Busselton to undertake the project supervision for the restoration of damaged roads throughout the Shire of Wagin		Completed recoups submitted.  Revised estimate submitted.  Slow Progress
23 May 2017	3279	CEO	Acquisition of vacant commercial lots	That Council authorise the CEO to negotiate a purchase price with the property owners of lots 31, 64 and 150 Tudhoe Street, Wagin.		Lot 31 to still be acquired emailed owner.
17 April 2018	3716					



				That Council negotiate the purchase of lot 31 Tudhoe Street		Owner advised he doesn't wish to sell at this time.
17 July 2018	3775	CEO	Recoating of Shire Administration Roof	That Council seek quotes to spray seal the Shire Administration Roof.		Quote being sort.  Need to start again
17 July 2018	3776	CEO	Library / Gallery Relocation	That Council consider inclusion of funding for a consultant to redesign the Town Hall as a Library / Gallery.		Consultant considered in the 18/19 Budget
18 Dec 2018	3943	CEO	Emergency Management – MOU	That Council support the development and signing of an Emergency Management MOU between members of the CCZ and any adjoining shires outside this zone.		Agenda Item for next Zone meeting  Still being considered by the Zone – On the August 2019 Meeting Agenda
26 Feb 2019	3959	CEO/MF	Standpipe Controller – Recreation ground, Wagin	That Council consider in the 2019/2020 budget the purchase and installation of a swipe card system at the Recreation Ground and that manifolds be installed on the concrete tanks at Bullock Hills & Lime Lake Roads.		Budget 2019/2020

28 May 2019	4017	DCEO	2019/2020 Shire Budget items for consideration for the Sportsground / Recreation Centre	That Council consider in the 2019/2020 budget to replace the tub chairs and lounges in the Recreation Centre Members Lounge area		In the 2019/2020 Budget Process
25 June 2019	4045	Shire President	CEO Recruitment	That Council acknowledge receipt by all Councillors from Fitz Gerald Strategies and approve the contents of the documents and the advertising range as recommended by Fitz Gerald Strategies. Council authorise the Shire President, Deputy and Mr FitzGerald to undertake the shortlisting of applicants for interview once applications close the first week of October 2019.		Ongoing
25 June 2019	4047	DCEO	Anthony Robert Norris T/A Wagin Dental – Extension of lease	That Council sign, stamp and execute the new lease extension agreement with Anthony Robert Norris trading as Wagin Dental Centre 11 Tavistock Street, Wagin for a period of four years to expire on the 30 of April 2022		In Progress
25 June 2019	4049	DCEO	Larina Jayne Piesse 79 Tudor Street, Wagin	That Council sign, stamp and execute the new lease extension agreement with		In Progress

				Larina Jayne Piesse 79 Tudor Street, Wagin for a period of four years to expire on the 28 February 2022		
23 July 2019	4057	DCEO	Schedule of Fees & Charges 2019/2020	That Council adopts the Schedule of Fees & Charges for the 2019/2020 financial year.		Completed
23 July 2019	4058	CEO	Select Committee into Local Government	That Council after considering the WALGA Draft submission, submit any relevant comments to WALGA and a copy of Councils comments be submitted to the Select Committee		
23 July 2019	CEO	4060	Wagin Land Conservation District Committee (LCDC) – Dissolution	That Wagin Shire Council supports the winding up of the Wagin Land Conservation District Committee following consultation with past members and the community.		



			<b>HEALTH, BUILDING &amp; PLANNING</b>			
24 May 2011	1619	CEO	Proposed Residential Subdivision – Lot 896 Arnott Street	Staff not to progress development until further consideration of future needs be determined.		No action at this stage.
26 Mar 2013	2129	CEO	Future Accommodation Requirements – Library/Gallery/Tourist information HACC	CEO to seek concept plans for alternative future venues.	Collate Library survey - Completed	Refer #3776 Fin & Admin
26 Apr 2016  22 Nov 2016	2980  3154	CEO	Cemetery – Entrance Shelter	Asset Management Committee Meeting 3 March 2016 That the drawing design by Darren Smith be approved for the shelter at the Wagin Cemetery.  That Council accept the design by Slavin Architects		Erected, seeking prices for brick work
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		Phase 1 in progress, and report to be presented to Council

<p>26 March 2019</p>	<p>3973</p>			<p>\$24,200 plus on costs and subject to Council approval undertake stage 2 – feasibility study in accordance with quoted figure in 2019/20220</p> <p>That Council give approval for CCS Strategic and ADC Projects to undertake the Wagin Sportsground and Recreation Precinct Plan Stage 2 – Feasibility Study</p>		<p>Phase 1 report completed, presentation to Council 27/06/2019.</p> <p>Phase 2 in progress</p>
<p>25 June 2019</p>	<p>4043</p>	<p>PEHO</p>	<p>Lot 8, 16 Traverse Street, Wagin</p>	<p>That Council give the owner of Lot 8 16 Traverse Street written notice of the proposed demolition order, advise owner has 30 days from the receipt of the notice to make submissions, if no submissions are received and after a further 60 days no formal offer to purchase the property has been received, Council authorises staff to issue a demolition order to the owner to take down and remove the brick, fibre cement walled and metal</p>		<p>Letter sent</p>

				roofed house on lot 8, 16 Traverse Street, Wagin.		
25 June 2019	4048	DCEO	Larina Jayne Piesse 79 Tudor Street, Wagin	That Council approve modifications and fit – out of the office space in the Town Hall.		In Progress
23 July 2019	4061	Town Planner	Subdivision Application – Proposed Rural Subdivision / Beaufort Road, Wedgecarrup	That Council advise the Western Australian Planning Commission (WAPC) of its in-principle support of this subdivision, to realign the common boundary between the two lots – subject to conditions		Corrosent

			<b>WORKS &amp; SERVICES</b>			
27 Oct 2015	2845	CEO	Heating of Toddler Pool	The CEO to investigate the costs involved with the heating of the toddler pool.		Budget Item 19/20
20 Dec 2016	3196	CEO	Request for naming unnamed road – Stott Road	That Council resolve to name the Road between Dongolocking and Gundaring North Roads – Stott Road.		Referred to the Geographic Names Committee
27 Feb 2018	3456	MOW	Audit of Piesseville – Tarwonga Road from Thompson Road through to Dohle’s S Bend	That Council audit the potential hazard on these S – bends to determine whether the Camber on the bends is correct		Engineer contacted.
16 April 2019	3993	MOW	Request for new footpath on the Southern side of Tavistock Street	That the request be referred to the Works & Services Committee		Complete
28 May 2019	4010	MOW		That the footpath be installed along the southern side of Tavistock Street with funds deferred from footpath in Ventnor Street		
25 June 2019	4032	MOW	Townsite Intersections Ballagin / Trench Streets and Ballagin / Sirdar Streets	That Council sandbag these intersections to gauge the effectiveness of the new intersection designs		Ballagin and Trench Street intersection has been sandbagged.





**10.1.1 CORRESPONDENCE AND REPORTS****10.1.1.1 REPORT ON THE 2017/2018 AUDIT QUALIFICATION**

PROPONENT:	Deputy Chief Executive Officer
OWNER:	Shire of Wagin
LOCATION/ADDRESS:	Shire of Wagin
AUTHOR OF REPORT:	Deputy Chief Executive Officer
SENIOR OFFICER:	Acting Chief Executive Officer
DATE OF REPORT:	N/A
PREVIOUS REPORT(S):	Nil
DISCLOSURE OF INTEREST:	N/A
FILE REFERENCE:	
ATTACHMENTS:	2017/2018 Audit Report Letter - Department of Local Government Report Addressing the Audit Qualification

**BRIEF SUMMARY:**

A report has been prepared for the Audit Committee on the audit qualification for the 2017/2018 Audit Report, the Committee is required to recommend the report to be endorsed by Council.

**BACKGROUND/COMMENT:**

The 2017/2018 Annual Financial Report was audited by Council's external auditors Butler Settineri, as per the attached Audit Report Council received an audit qualification on the following basis:

*In accordance with the Local Government (Financial Management) Regulation 1996 (as amended) Section 17A paragraphs 3 and 4, the Shire has performed a valuation of infrastructure assets to recognise the assets at fair value at 30 June 2018. However as described in note 9, the Shire has not obtained a valuation for certain drainage infrastructure assets. As a result we are not able to determine the impact on the fair value of infrastructure assets at 30 June 2018.*

The 2017/2018 Annual Financial Report and Audit Report was presented to the last Audit Committee meeting in November last year, the Committee approved the following recommendation to Council which was adopted by Council at the November 2018 Council meeting.

**OFFICERS RECOMMENDATION & COMMITTEE DECISION**

Moved: Cr. G K B West

Seconded: Cr. R C Walker

That the Audit Committee;

1. Receive and adopt the 2017/2018 Audit Report.
2. Require staff to carry out the Infrastructure Drainage Valuation in 2018/2019.

Carried 5/0

In accordance with section 7.12A(4) of the Local Government Act, when a Council is given a qualified audit, they must carry out the following:



- *prepare a report addressing any matters identified as significant by the auditor in the audit report, and stating what action the local government has taken or intends to take with respect to each of those matters*
- *give a copy of that report to the Minister within 3 months after the audit report is received by the local government.*
- *Within 14 days after a local government gives a report to the Minister under subsection (4)(b), the CEO must publish a copy of the on the local government's official website.*

Unfortunately, staff were not aware of the above requirement and a report was not compiled. A letter was recently received by the Department of Local Government advising that we had not met the requirements, this letter is attached for your information.

Staff engaged valuation consultant firm AssetVal to carry out the Infrastructure Drainage Valuation in May 2019. The report addressing the Audit Qualification is attached for Committee to recommend adoption by Council.

Once adopted by Council at the August Ordinary meeting of Council a copy of the report will be forwarded to the Minister and published on Shire's website.

#### **CONSULTATION/COMMUNICATION:**

Nil

#### **STATUTORY/LEGAL IMPLICATIONS:**

Local Government Act 1995

Local Government (Financial Management) Regulations 1996.

#### **POLICY IMPLICATIONS:**

Nil

#### **FINANCIAL IMPLICATIONS:**

Nil

#### **STRATEGIC IMPLICATIONS:**

Nil

#### **VOTING REQUIREMENTS:**

Simple Majority

#### **OFFICERS RECOMMENDATION & COMMITTEE DECISION**

Moved: Cr. G R Ball

Seconded: Cr. J P Reed

That the Committee recommend Council endorse the report addressing the Audit Qualification on the 2017/2018 Audit Report.

Carried 4/0

**INDEPENDENT AUDITOR'S REPORT  
TO THE MEMBERS OF THE SHIRE OF WAGIN****Report on the Financial Report****Qualified Opinion**

We have audited the financial report of the Shire of Wagin, which comprises the statement of financial position as at 30 June 2018, and the statement of comprehensive income, statement of changes in equity and statement of cash flows for the year then ended, and notes to the financial statements, including a summary of significant accounting policies, and the declaration by the Chief Executive Officer.

In our opinion, except for the effects of the matter described in the Basis for Qualified Opinion section of our report, the financial report of the Shire of Wagin is in accordance with the underlying records of the Shire, including:

- a) giving a true and fair view of the Shire's financial position as at 30 June 2018 and of its performance for the year ended on that date; and
- b) complying with Australian Accounting Standards (including Australia Accounting Interpretations), the Local Government Act 1995 (as amended) and the Local Government (Financial Management) Regulations 1996 (as amended).

**Basis for Qualified Opinion**

In accordance with the Local Government (Financial Management) Regulation 1996 (as amended) Section 17A paragraphs 3 and 4, the Shire has performed a valuation of infrastructure assets to recognise the assets at fair value at 30 June 2018. However as described in note 9, the Shire has not obtained a valuation for certain drainage infrastructure assets. As a result we are not able to determine the impact on the fair value of infrastructure assets at 30 June 2018.

We have conducted our audit in accordance with Australian Auditing Standards. Our responsibilities under those Standards are further described in the *Auditor's Responsibilities for the Audit of the Financial Report* section of our report.

We are independent of the Shire in accordance with the auditor independence requirements of the Accounting Professional and Ethical Standards Board's APES 110 Code of Ethics for Professional Accountants (the Code) that are relevant to our audit of the financial report in Australia. We have also fulfilled our ethical requirements in accordance with the Code.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

**Other Information**

Management is responsible for the other information. The other information comprises the information in the Shire's annual report for the year ended 30 June 2018 but does not include the financial report and the auditor's report thereon.

Our opinion on the financial report does not cover the other information and accordingly we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial report, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial report or our knowledge obtained in the audit or otherwise appears to be materially misstated.

If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact. We have nothing to report in this regard.

### **Shire's Responsibility for the Financial Report**

The Shire's Council is responsible for the preparation of the financial report which gives a true and fair view in accordance with Australian Accounting Standards (including Australia Accounting Interpretations), the Local Government Act 1995 (as amended), the Local Government (Financial Management) Regulations 1996 (as amended) and for such internal control as the Council determines is necessary to enable the preparation of the financial report that is free from material misstatement, whether due to fraud or error.

### **Auditor's Responsibilities for the Audit of the Financial Report**

Our objectives are to obtain reasonable assurance about whether the financial report as a whole is free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion.

Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with the Australian Auditing Standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of the financial report.

As part of an audit in accordance with the Australia Auditing Standards, we exercise professional judgement and maintain professional scepticism throughout the audit. We also:

- Identify and assess risks of material misstatement of the financial report, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Shire's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the Councillors.

- Conclude on the appropriateness of Shire's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Shire's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial report or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the Shire to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial report, including the disclosures, and whether the financial report represents the underlying transactions and events in a manner that achieves fair presentation.

We communicate with Council regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit. We also provide Council with a statement that we have complied with relevant ethical requirements regarding independence, and to communicate with them all relationships and other matters that may reasonably be thought to bear on our independence, and where applicable, related safeguards.

### **Emphasis of Matter**

Without modifying our opinion, we draw attention to page 49 of the financial report, which describes ratio information relating to the financial report. Management's calculation of certain of these ratios includes assumptions about future capital expenditure and hence falls outside our audit scope. We do not therefore express an opinion on the ratios with these assumptions.

However, we have reviewed the calculations as presented and in our opinion these are based on verifiable information and appear reasonable.

### **Reporting on Other Legal and Regulatory Requirements**

As described in the Basis of Qualified Opinion section of our report, the Shire has not complied with Local Government (Financial Management) Regulation 1996 (as amended) Section 17A paragraphs 3 and 4 as the Shire has not obtained the fair value of all the infrastructure assets.

Other than the above, we did not the course of our audit, become aware of any instances where the Shire did not comply with the statutory requirements of the Local Government Act (1995) (as amended) and the Local Government (Financial Management) Regulations 1996 (as amended).

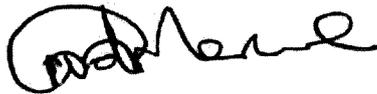
In accordance with the Local Government (audit) Regulations 1996, we also report that:

- a) There are no material matters that in our opinion indicate significant adverse trends in the financial position or the financial management practices of the Shire.



- b) The Shire substantially complied with Part 6 of the Local Government Act 1995 (as amended) and the Local Government (Financial Management) Regulations 1996 (as amended).
- c) All information and explanations required were obtained by us.
- d) All audit procedures were satisfactorily completed in conducting our audit.

BUTLER SETTINERI (AUDIT) PTY LTD



MARIUS VAN DER MERWE CA  
Director

Perth  
Date: 13 November 2018

**COPY**



Department of  
**Local Government, Sport  
and Cultural Industries**

Our ref W3-4#03 E1916621  
Enquiries Stuart Fraser  
Phone 65521586  
Email stuart.fraser@dlgsc.wa.gov.au

Mr Peter Webster  
Chief Executive Officer  
Shire of Wagin  
PO Box 200  
WAGIN WA 6315

05 JUL 2019

Officer	Comment
Action Required	DCEO
Information Only	
Actioned	CEO.
Scanned	

Dear Mr Webster.

The Department of Local Government, Sport and Cultural Industries (the Department) has received the Shire's 2017-18 Audit Report from Butler Settineri (Audit) Pty Ltd dated 13 November 2018.

The Audit Report identifies matters as significant in regard to adverse trends, qualified audits and other matters. The following matter is identified as significant by the auditor:

- Audit qualifications due to the Shire not obtaining fair value for all infrastructure assets.

Section 7.12A(4) of the *Local Government Act 1995* states that a local government must:  
*prepare a report addressing any matters identified as significant by the auditor in the audit report, and stating what action the local government has taken or intends to take with respect to each of those matters; and*  
*(b) give a copy of that report to the Minister within 3 months after the audit report is received by the local government.*  
*Within 14 days after a local government gives a report to the Minister under subsection (4)(b), the CEO must publish a copy of the report on the local government's official website.*

To date it appears that a report has not been received and has not been published on the Shire's official website in accordance with Section 7.12A.

As a matter of priority the Shire must prepare a report for its Audit Committee and seek council's endorsement before forwarding a copy to the Department at [audits@dlgsc.wa.gov.au](mailto:audits@dlgsc.wa.gov.au)

As this report is now overdue, the Department requires the local government to remedy this non-compliance within the next 60 days from the date of this letter.

Gordon Stephenson House, 140 William Street  
 PO Box 8349 Perth Business Centre, WA 6849  
 Telephone (08) 6552 7300  
 Email [info@dlgsc.wa.gov.au](mailto:info@dlgsc.wa.gov.au)  
 Web [www.dlgsc.wa.gov.au](http://www.dlgsc.wa.gov.au)  
 Dated

For further information please review the Department's Circulars 05-2019 Local Government Auditing and 02-2018 Guide to Local Government Auditing Reforms (page 8) which are published on the Department's website.

Should you have any queries please contact the Department on the above email address or phone 65527300.

Yours sincerely

  
Narrell Lethorn  
Director Industry and Sector Regulation

28 June 2019

cc Cr Phillip Blight, President, Shire of Wagin

Carol

28 August

**SHIRE OF WAGIN****PERIOD OF AUDIT: YEAR ENDED 30 JUNE 2018****REPORT ADDRESSING AUDIT QUALIFICATION****The Qualified Opinion in the Shire of Wagin's 2017/2018 Independent Audit Report from Butler Settineri.****Basis for Qualified Opinion**

In accordance with the Local Government (Financial Management) Regulation 1996 (as amended) Section 17A paragraphs 3 and 4, the Shire has performed a valuation of infrastructure assets to recognise the assets at fair value at 30 June 2018. However as described in note 9, the Shire has not obtained a valuation for certain drainage infrastructure assets. As a result we are not able to determine the impact on the fair value of infrastructure assets at 30 June 2018.

**Recommendation**

The 2017/2018 Annual Financial Report and Audit Report was presented to the Audit Committee meeting in November last year, the Committee approved the following recommendation to Council which was adopted by Council at the November 2018 Council meeting.

**3912 COMMITTEE RECOMMENDATION & COUNCIL DECISION**

Moved: Cr. B L Kilpatrick

Seconded: Cr. G R Ball

That Council:

1. Request staff carry out the Infrastructure Drainage Valuation in 2018/2019.

Carried 9/0

**Management's Comments**

*Management engaged valuation company AssetVal to carry out the Infrastructure Drainage Valuation in the 2018/2019 financial year. This was carried out in May 2019 at a value date of 30<sup>th</sup> June 2019.*

*The Infrastructure Drainage Valuation Report is enclosed, and values have been adopted in the Shire's Infrastructure balances for the 2018/2019 financial year.*

**Brian Roderick**  
**Deputy Chief Executive Officer**

**16<sup>th</sup> August 2019**



# SHIRE OF WAGIN

VALUATION FOR ACCOUNTING COMPLIANCE PURPOSES

SPECIFIED DRAINAGE ASSETS

30 June 2019

Reference Number: 43515.6748

Revision Number: 1.1

Issue Date: 17 May 2019

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 ry, Plant, Equipment and Infrastructure Consultants

24 September 2019

Dated

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## 1. INTRODUCTION

### 1.1 INSTRUCTIONS

In accordance with instructions received from Shire of Wagin, we have undertaken the valuation of specified Specified Drainage Assets, held by SoW, to determine Fair Value for Accounting Compliance purposes as at 30 June 2019. We have valued the specified assets on the basis of Fair Value in accordance with:

- Australian Accounting Standards – AASB 116 Property, Plant and Equipment;
- Australian Accounting Standards – AASB 13 Fair Value Measurement; and
- The Australian Property Institute's practice standards.

In adopting the Fair Value of the assets contained within this report for accounting compliance, the entity should have regard to Australian and International Accounting Standards and in particular satisfy the following criteria:

- The presumption that the entity does not have any intention or need to liquidate, to curtail the scale of its operations or to undertake a transaction on adverse terms;
- The entity intends to retain the assets for continuous use for the purposes of the enterprise for the foreseeable future; and
- Impairment affecting the assets is identified and the value of the asset is adjusted accordingly.

### 1.2 DATE OF INSPECTION

1 - 3 May 2019

### 1.3 DATE OF VALUATION

30 June 2019

### 1.4 NOT SUBJECT TO CHANGE

This valuation has been made on the basis that there was no material change to the assets, their features, or market conditions, between the dates of inspection and the date of valuation.

### 1.5 VALUER'S INTEREST

We hereby certify that the Valuer:

- Has no interest, financial or otherwise, in the assets subject to appraisal;
- Is suitably qualified to carry out the valuation;
- Is authorized under the law of the state of territory where the valuation takes place to act as a valuer; and
- Confirms that the valuation has been prepared for accounting compliance purposes only.

### 1.6 TERMINOLOGY

The following terms are commonly used in financial reporting valuations:

#### FAIR VALUE

Fair Value is defined in Australian Accounting Standards AASB 13 and AASB 116 as follows:

"The price that would be received to sell an asset or paid to transfer a liability in an orderly transaction between market participants at the measurement date."

## MARKET VALUE

In accordance with the definition as contained in the Australian and New Zealand Valuation and Property Standards and adopted by the Australian Property Institute, Market Value is defined as:

“Market value is the estimated amount for which an asset should exchange on the date of valuation between a willing buyer and a willing seller in an arm’s length transaction, after proper marketing, wherein the parties had each acted knowledgeably, prudently and without compulsion.”

DEPRECIATION (as defined in Australian Accounting Standard AASB 136)

“the systematic allocation of the depreciable amount of an asset over its useful life.”

## ESTIMATED USEFUL LIFE

Either:

- The period over which an asset is expected to be available for use by an entity; or
- The number of production or similar units expected to be obtained from the asset by an entity.

## ESTIMATED USEFUL REMAINING LIFE

The estimated remaining life of the asset having regard to Physical Deterioration, Functional Obsolescence and Economic Obsolescence.

Physical Deterioration: This may be due to wear, inadequate maintenance, dry rot, damage by termites or borers, or normal weathering and decay. Any one or more of these causes of depreciation might relate only to a part or to parts of an improvement, e.g. coatings, pump motors, pipework, and other items less durable than the main structure.

Functional Obsolescence: This exists in respect of older type assets that are no longer fully functional in accordance with current requirements. Causes may include inconvenience of interior layout, outdated and inefficient lifts, fixtures and fittings, or where an existing machine is no longer compatible with new systems within a process.

Economic Obsolescence: A lessening of economic utility may be caused by extrinsic circumstances beyond the control of an owner. For example, non-conforming use under a town-planning scheme, changes in the character of the locality, technological advances for which the building cannot readily be adapted or large increases in land values. The effect of any one such changes might be that a building or other improvement, formerly economic, no longer contributes adequately to the highest and best use of the land.

## RESIDUAL VALUE

The residual value of an asset is the estimated amount that an entity would currently obtain from disposal of the asset, after deducting the estimated costs of disposal, if the asset were already of the age and in the condition expected at the end of its useful life.

## OPTIMISATION

The process by which at least cost replacement option is determined for the remaining service potential of an asset. It is a process of adjustments reducing the replacement cost to reflect that an asset may be technically obsolescent over-engineered, or that the asset may have a greater capacity than required. Hence optimisation minimises, rather than maximises, a resulting valuation where alternative lower cost replacement options are available. In determining the current replacement cost, optimisation is applied for obsolescence and relevant surplus capacity.

## 1.7 FAIR VALUE APPROACH

The Australian Accounting Standards Board (AASB) has adopted the Australian Equivalent to International Financial Reporting Standards (IFRS) for implementation by entities from 1 January 2005.

The standards that are most relevant for the valuation of infrastructure assets are as follows:

STANDARD	DESCRIPTION
AASB 5	<b>NON-CURRENT ASSETS HELD FOR SALE AND DISCONTINUED OPERATIONS</b>
	This standard provides guidelines on the grouping and accounting of assets held for resale. Assets that are classified as held for sale are to be measured at the lower of carrying amount and fair value less costs to sell.
AASB 13	<b>FAIR VALUE MEASUREMENT</b>
	<p>This standard defines Fair Value, sets out in a single standard framework for measuring Fair Value and requires disclosure regarding approach to measurement. The standard also defines a hierarchy of inputs to be disclosed.</p> <p>Under this standard there are three defined levels of Fair Value measurement:</p> <p>Level 1 – Fair Value that reflect the unadjusted quoted price in active markets for identical assets or liabilities.</p> <p>Level 2 – Fair Values that are based on inputs other than quoted prices included within Level 1 that are directly or indirectly observable for the asset or liability.</p> <p>Level 3 – Fair Values that are derived from data unobservable in the market.</p>
AASB 116	<b>PROPERTY, PLANT AND EQUIPMENT</b>
	This is the standard most relevant to the valuation of property, plant and equipment (including infrastructure) and is applicable to all entities including not-for-profit entities. The objective is to prescribe the accounting treatment so that users of the financial report can obtain information about the entities property, plant and equipment investments. The standard excludes assets held for sale (AASB 5). The standard defines fair value and the frequency and suggested approach to be taken in the revaluation of property, plant and equipment assets.
AASB 136	<b>IMPAIRMENT OF ASSETS</b>
	<p>This standard is to ensure that assets are carried at no more than their recoverable amount. This standard does not apply to investment property that is measured at fair value (AASB 140 Investment Property).</p> <p>An impairment loss is the amount by which the carrying amount of an asset or cash-generating unit exceeds its recoverable amount. This loss may be for various reasons including a decline in an asset's market value that is significant than expected or adverse changes to the entity or the market in which it operates.</p>

## 1.8 FAIR VALUE METHODOLOGY

Under AASB 116 the value of property, plant and equipment is to be recorded at Fair Value, the measurement of which is defined in AASB 13. This is usually determined using a sales based market value approach. However, the methodology adopted in determining the fair value of the asset will depend on the level of specialisation of the asset, the existence of a market for the asset and the existence of market evidence. There are instances where assets are not sold except as part of a continuing business. Where a market value approach is not suitable an alternative approach is the cost approach. These approaches are discussed below.

### MARKET APPROACH

This approach is based on available sales evidence using either the direct comparison, summation or income approaches.

The direct comparison and summation methods involve the inspection and analysis of sales evidence and comparisons with the subject property taking into account matters such as method of construction, building area, condition, age, land area and location.

The income approach is applied to income producing properties and includes the capitalisation of net income method and discounted cash flow approach. The capitalisation methods involves capitalising the estimated net income of the property at an appropriate capitalisation rate (net yield) that has been determined through the analysis of sales evidence. The discounted cash flow approach involves forecasting the expected net cash flow over a defined period (usually ten years) and discounting the income streams and terminal value at a suitable discount rate to arrive at a present value.

For some specialised property it may be possible to adopt a market approach but value the specialised components on a return on investment approach having regard to the current replacement cost.

Examples of assets for which the market value approach can generally be adopted include land, house, industrial properties and office buildings. None of the assets in the report have been valued using the market approach.

### COST APPROACH (CURRENT REPLACEMENT COST)

There are circumstances where the market approach is not suitable as the asset is rarely sold except as part of the continuing business. Alternatively, the improvements are of a specialised nature and the market buying price would differ materially to the market selling price as the asset is normally brought as a new asset but only be sold for its residual value. Under these circumstances the most appropriate method is the cost approach.

Assets for which the cost approach may be suitable include going concern assets such as specialised factories, halls, toilet blocks, showgrounds, roads and bridge infrastructure or other assets that cannot be reliably estimated due to the lack of market evidence. If the asset is leased on a commercial basis there may be the opportunity to undertake the valuation on a market basis. All assets in this valuation have been valued using the cost approach.

## 2. VALUATION CONSIDERATIONS

### 2.1 OVERVIEW

Generally the nature of infrastructure assets requires that they are valued using the application of unit rates. Unit rates are developed by summing each component which goes into producing a unit (be it metres, square metres, tonnes, etc) of an asset. The major components of any asset are the raw materials, plant, labour and intangibles. These unit costs are then applied to known measurements of the assets to produce a replacement cost, which is then depreciated to estimate the Fair Value.

In relation to a length of pipe, the cost per metre is the sum of the raw cost of the pipe, the cost to deliver pip to site, the cost to lay the pipe, the cost to excavation and backfilling and various intangibles such as design, survey, administration, management and contingency.

Some assets are complex assets that are required to be split into sub components due to varying lives or consumption patterns, additional componentization also assists with asset management and replacement cost development. Examples of these assets include: sewerage pump stations and sewerage treatment plants. These assets are valued by determining the current cost to replace the required service capacity i.e. modern replacement asset.

The raw cost of material, as well as plant and labour hire rates, are established either through communicating directly with suppliers and obtaining quoted prices, by using cost guides such as the Rawlinsons' Construction Handbook and through reviewing prices supplied by SoW. Intangibles are estimated using industry standards as a starting point; these rates are then tailored to suit SoW.

### 2.2 DEPRECIATION METHODOLOGY

Straight line depreciation was used for all asset components.

### 2.3 USEFUL LIVES

Useful lives are a measure of the estimated time an asset or asset component is expected to be available for use by an entity. It should be noted that in reality, no two assets provide the same useful life due to varying usage, actual construction (versus assumed) and maintenance factors.

Generally structural assets have longer lives and mechanical and electrical assets shorter lives, to further specify an estimated useful life, inputs such as climate, maintenance, usage and special factors including obsolescence are used to refine generic lives based on broad range acceptable values.

### 2.4 CALCULATING REMAINING LIVES

The remaining lives used in the depreciation calculations are estimated using three different methods depending on the available data:

- Condition;
- Known Age; and
- Estimated Age.

Ideally, where both the condition and age of the asset are known, these two inputs are used in conjunction to determine the appropriate level of accumulated depreciation. If the asset is determined to be in an "average" condition for its age, the calculation reverts to the construction year. However if the asset is found to be in better or worse condition for its age, the remaining life is adjusted accordingly.

Where only condition of the asset is known from the Valuer's inspection or where detailed condition reports have been prepared, the remaining life is dependent on the recorded condition, using a sliding scale. Where detailed condition is not available the remaining life is estimated using the current age of the assets, adjusted for obsolescence.

Where neither the condition nor the age are known, assumptions are made as the age and condition of the assets in collaboration with Council staff, in order to obtain a current replacement cost which reasonably reflects the value of the asset.

### 3. VALUATION

Our assessment of the value of the specified assets on the basis of Fair Value, exclusive of GST and subject to the overriding stipulations contained within the body of this report, as at 30 June 2019 and detailed further within the provided spreadsheets is as follows:

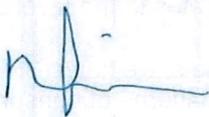
DESCRIPTION	REPLACEMENT COST (\$)	FAIR VALUE (LEVEL 3) (\$)
Culverts	7,341,511	2,941,809
Stormwater Pipes	812,591	474,785
<b>TOTAL</b>	<b>\$8,154,102</b>	<b>\$3,416,594</b>

This valuation is for the use only of the Shire of Wagin for accounting compliance purposes and no other purpose. No responsibility is extended to any third party who may use or rely on the whole or any part of the content of this valuation in any way and neither the valuer nor AssetVal Pty Ltd shall have any liability to any third party who does. No responsibility will be accepted for photocopied signatures.

Neither the whole nor any part of this valuation or any reference thereto may be included in any published documents, circular or statement, nor published in part or full in any way, except disclosures provided to be used within financial statements issued by SoW, without written approval of the form and context in which it may appear.

For and on behalf of

ASSETVAL PTY LTD



Nicholas Fein  
Senior Consultant Valuer  
BE, GradIEAust 3719600

## 4. AASB 13 DISCLOSURES

### 4.1 VALUATION PROCESSES

Where there is an active and liquid market as evidenced by sales transactions of similar asset types, the Market Approach by Direct Comparison, Income or Summation methods can be utilized, and is an accepted valuation methodology under AASB 13. If a Market Approach is adopted, the valuation is deemed to be a Level 2 input.

The Fair Value should represent the highest and best use of the asset, i.e. the use of the asset that is physically possible, legally permissible, financially feasible, and which results in the highest value. Opportunities that are not available to the agency or entity are not considered. In this case we have assumed the current use is the highest and best use due to the specialist nature of the assets.

Due to the predominantly specialised nature of Local Government assets, the valuations have been undertaken on a Cost Approach, an accepted valuation methodology under AASB 13. The cost approach is deemed a Level 3 input. Under this approach, the following process has been adopted.

- Where there is no market, the net current value of an asset is the gross current value less accumulated depreciation to reflect the consumed or expired service potential of the asset. Published/ available market data for recent projects, and/or published cost guides are utilized to determine the estimated replacement cost (gross value) of the asset, including allowances for preliminaries and professional fees. This is considered a Level 2 input.
- A condition assessment is applied, which is based on factors such as the age of the asset, overall condition as noted by the Valuer during inspection, economic and/or functional obsolescence. The condition assessment directly translates to the level of depreciation applied.
- In determining the level of accumulated depreciation for major assets, we have disaggregated into significant components which exhibit different patterns of consumption (useful lives). The condition assessment is applied on the component basis.
- While the replacement cost of the assets could be supported by market supplied evidence (level 2), the other unobservable inputs (such as estimates of useful life, and asset condition) were also required (level 3).

To calculate the appropriate amount of accumulated depreciation, assets were either subject to a site inspection or an assessment to determine remaining useful life. Where site inspections were conducted (i.e. for sampled visible assets), the assets were allocated a condition assessment, which was used to estimate remaining useful life as tabled below:

	DESCRIPTION	PERCENTAGE OF LIFE REMAINING
0	Near new with no visible deterioration, only planned cyclic inspection and routine maintenance required.	81-100%
1	Good condition with minor defects, Minor routine maintenance along with planned cyclic inspection and maintenance.	61-80%
2	Average/Fair condition with some significant defects requiring regular maintenance on top of planned cyclic inspections and maintenance.	41-60%
3	Poor condition with asset requiring significant renewal/rehabilitation, or higher levels of inspection and substantial maintenance to keep the asset serviceable.	21-40%
4	Very poor condition. Asset physically unsound and/or beyond rehabilitation. Renewal required.	1-20%
5	Failed asset, no longer serviceable. Should not remain in service	0%

The valuation techniques used in the determination of fair values maximize the use of observable data where it is available and relies as little as possible on entity specifics. The disclosure of valuation estimates is designed to provide users with an insight into the judgments that have been made in the determination of fair values.

#### 4.2 CALCULATION OF GROSS REPLACEMENT COST

The replacement cost was determined by applying the unit rates to each individual asset.

The unit rates applied include all materials, labour and overheads. These unit rates are estimated using information collated from similar recent project costs, direct quotations from suppliers, unit rate databases, indices and Rawlinsons' Construction Handbook.

#### 4.3 ACCUMULATED DEPRECIATION

An assessment of remaining useful life was made using the sample site inspections undertaken by the valuer. An assessment of remaining useful life was made by the valuer taking into consideration the construction date, physical condition, evidence of recent repairs or capital works and the surrounding environmental factors.

#### 4.4 IMPACT OF UNOBSERVABLE INPUTS

We have undertaken a sensitivity analysis to observe the impact of unobservable inputs to Fair Value. Our analysis is summarized in the following tables:

SIGNIFICANT UNOBSERVABLE INPUT	RANGE OF INPUT	RELATIONSHIP OF INPUT TO FAIR VALUE
Number of Labour Hours	5-100 hr/m <sup>2</sup>	The higher the labour hours, higher the Fair Value
Raw material usage quantities	Varies dependent of type and applications	The higher the usage quantities, the higher the Fair Value
Condition Rating	0-5 As specified	The lower the condition rating, the higher the Fair Value
Remaining Useful Life	1-64 years	The longer the remaining life, the higher the Fair Value

#### 4.5 PERCENTAGE OF ASSETS INSPECTED

Approximately 10% of the culverts were inspected along with the inlets and outlets of both stormwater pipes.

## 5. QUALIFICATIONS

### CONFIDENTIAL DOCUMENT FOR AUTHORISED USERS ONLY

This confidential document is for the sole use of persons directly provided with it by AssetVal Pty Ltd. Use by, or reliance upon this document by anyone other than the officers of the Shire of Wagin are not authorised and AssetVal is not liable for any loss arising from such unauthorised use or reliance. The document should not be reproduced without our written authority.

### MARKET AND CONSTRUCTION COST MOVEMENT

This valuation is current as at the date of valuation only. The value assessed herein may change significantly and unexpectedly over a relatively short period (including as a result of general market movements or factors specific to the particular asset). We do not accept liability for losses arising from such subsequent changes in value. Without limiting the generality of the above comment, we do not assume any responsibility or accept any liability where this valuation is relied on after the expiration of 3 months from the date of valuation, or such earlier date if you become aware of any factors that have any effect on the valuation.

### OUR INVESTIGATIONS

This valuation is conducted on the basis that we are not engaged to carry out all possible investigations in relation to the assets. We have identified certain limitations to our investigations to enable you to instruct further investigations if you consider this appropriate. AssetVal is not liable for any loss occasioned by a decision not to instruct further investigations.

### CONTAMINATION ISSUES

Contaminants such as asbestos, chemicals, toxic wastes, or other potentially hazardous materials could, if present, adversely effect the value of the asset. Unless otherwise stated in this report, the extent of hazardous substances, which may or may not be represented on or in the asset, was not considered by the valuer in the conclusion of value. The stated value estimated is on the assumption that there is no material on or in the asset that would cause loss in value. No responsibility is assumed for any such conditions, and the recipient of this report is advised that the valuer is not qualified to detect such substances, quantify the impact on values, or estimate the remedial cost.

### FUTURE MATTERS

To the extent that this document includes any statement as to a future matter, that statement is provided as an estimate and/or opinion based on the information known to AssetVal at the date of this report. AssetVal does not warrant that such statements are accurate or correct.

### STRUCTURAL AND MECHANICAL SURVEY

Our instructions did not require us to carry out any structural, engineering or electrical surveys of the specified assets, and accordingly we cannot be responsible for the consequence of any such defects that may have been present at the time of inspection. No soil analysis or geological studies were ordered or made in conjunction with this report and not electrical testing was undertaken as these requirements are outside the scope of this brief.

### CLIENT DISCLOSURE

This valuation has been prepared on the basis that full disclosure of all information and facts which may effect the valuation has been made to us. We cannot accept any liability or responsibility whatsoever for the valuation if full disclosure has not been made. Furthermore, we do not accept responsibility for any consequential error or defect in the valuation which has resulted from any error, omission or inaccuracy in data or information supplied by the client or its officers and agents.

## ASSUMPTIONS

Assumptions are a necessary part of this valuation. AssetVal adopts assumptions because some matters are not capable of accurate calculation, or fall outside of the scope of our expertise, or our instructions. The risk that any of the assumptions adopted in this document may be incorrect should be taken into account. AssetVal does not warrant or represent that the assumptions on which this valuation is based are accurate or correct.

We have assumed that all items inspected are compliant with regulatory and government statutes, have been subject to normal wear and tear and have been properly maintained.

Unless otherwise noted, no deduction has been made from our valuation in respect of any outstanding amounts owing under any finance lease or hire purchase agreements. The subject assets have been valued as being wholly owned and free from all encumbrances.

Where we have made assumptions relating to a specific asset, these are noted next to the asset in the electronic asset register under the heading Valuer's comments.

## INFORMATION SUPPLIED BY OTHERS

This document contains a significant volume of information that is directly derived from other sources, without verification by us. We confirm that we are not instructed to verify that information. Further, the information is not adopted by AssetVal as our own, even when it is used in our calculations. Where the contents of this document has been derived, in whole or in part, from other sources, AssetVal does not warrant or represent that such information is accurate or correct.

### 10.1.1.2 2018/2019 INTERIM AUDIT MANAGEMENT REPORT

PROPONENT:	Deputy Chief Executive Officer
OWNER:	Shire of Wagin
LOCATION/ADDRESS:	Shire of Wagin
AUTHOR OF REPORT:	Deputy Chief Executive Officer
SENIOR OFFICER:	Acting Chief Executive Officer
DATE OF REPORT:	N/A
PREVIOUS REPORT(S):	Nil
DISCLOSURE OF INTEREST:	N/A
FILE REFERENCE:	
ATTACHMENTS:	2018/2019 Draft Interim Audit Management Letter Management Responses on Findings

#### BRIEF SUMMARY:

The 208/2019 Draft Interim Audit Management Letter and Management's response is attached for discussion and to be received by the Audit Committee.

#### BACKGROUND/COMMENT:

Accounting firm Butler Settineri, on behalf of Council's Auditors - the Office of The Auditor General, completed an interim audit of the 2018/2019 financial year in late May.

As part of the audit they have issued a Draft Interim Audit Management Letter on their findings from the audit, they have also requested management to respond on each finding. The responses are attached for the Committee's information, these responses have already been sent to Butler Settineri.

This is the first time a Management Letter has been provided on interim audit findings, I do not believe there is a requirement for Council to accept or endorse these findings, however the author believes it would be good practice for the Committee and Council to receive the Management Letter and the staff responses to their findings.

The Interim Audit Draft Management Letter and management responses are attached for the Committee and Council to receive.

#### CONSULTATION/COMMUNICATION:

Nil

#### STATUTORY/Legal IMPLICATIONS:

Local Government Act 1995

Local Government (Financial Management) Regulations 1996.

#### POLICY IMPLICATIONS:

Nil

#### FINANCIAL IMPLICATIONS:

Nil

#### STRATEGIC IMPLICATIONS:

Nil

**VOTING REQUIREMENTS:**

Simple Majority

**OFFICERS RECOMMENDATION & COMMITTEE DECISION**

Moved: Cr. G R Ball

Seconded: Cr. S M Chilcott

That the Committee recommends Council receive the 2018/2019 Draft Interim Audit Management Letter and management responses to the findings.

Carried 4/0



**SHIRE OF WAGIN****PERIOD OF AUDIT: YEAR ENDED 30 JUNE 2019****FINDINGS IDENTIFIED DURING THE INTERIM AUDIT**

INDEX OF FINDINGS	RATING		
	Significant	Moderate	Minor
1. Employee pay rate letters		✓	
2. Quotations – minimum number not obtained	✓		
3. Employee details form			✓

**KEY TO RATINGS**

The Ratings in this management letter are based on the audit team's assessment of risks and concerns with respect to the probability and/or consequence of adverse outcomes if action is not taken. We give consideration to these potential adverse outcomes in the context of both quantitative impact (for example financial loss) and qualitative impact (for example inefficiency, non-compliance, poor service to the public or loss of public confidence).

- Significant** - Those findings where there is potentially a significant risk to the entity should the finding not be addressed by the entity promptly.
- Moderate** - Those findings which are of sufficient concern to warrant action being taken by the entity as soon as practicable.
- Minor** - Those findings that are not of primary concern but still warrant action being taken.

**SHIRE OF WAGIN**

**PERIOD OF AUDIT: YEAR ENDED 30 JUNE 2019**

**FINDINGS IDENTIFIED DURING THE INTERIM AUDIT**

**1. Employee pay rate letters**

**Finding**

We noted instances where employees had received an increase in pay, however there were no correspondences to the employees confirming this change in circumstances.

**Rating:** Moderate

**Implication**

The absence of agreed pay rate letters may make it difficult to resolve any potential disputes with employees.

**Recommendation**

We recommend management ensure agreed pay rate letters are documented in employee files for all applicable personnel.

**Management's Comments**

**Responsible Person:**

**Completion Date:**

DRAFT



**SHIRE OF WAGIN**

**PERIOD OF AUDIT: YEAR ENDED 30 JUNE 2019**

**FINDINGS IDENTIFIED DURING THE INTERIM AUDIT**

**2. Quotations – minimum number not obtained**

**Finding**

The Shire's procurement policy states that where the value of a purchase does not exceed \$5,000, at least one verbal or written quote must be obtained and recorded.

During our procurement testing, we identified 43 purchases in this range out of a sample of 115, where there was insufficient documentation to indicate that the requisite number of quotations had been obtained.

**Rating:** Significant

**Implication**

If purchases are made without obtaining sufficient quotes, there is a risk of favouritism of suppliers and not obtaining value for money.

**Recommendation**

For purchases below the tender threshold, quotes should be obtained in accordance with the Shire's procurement policy.

If instances arise where it is impractical to obtain the requisite number of quotations, the reasons should be recorded and attached to the purchase order at the time of the purchase being made.

**Management's Comments**

**Responsible Person:**

**Completion Date:**



**SHIRE OF WAGIN**

**PERIOD OF AUDIT: YEAR ENDED 30 JUNE 2019**

**FINDINGS IDENTIFIED DURING THE INTERIM AUDIT**

**3. Employee details form**

**Finding**

Whilst reviewing the personnel details form of an employee, we noted that the next of kin information had been left blank.

**Rating:** Minor

**Implication**

There is an increased risk that personnel details form may be amended without appropriate authorisation if all sections are not completed.

**Recommendation**

To help ensure compliance with the Shire's employment policy and to help ensure personnel details forms submitted are not at risk of being amended, all sections should be completed.

**Management's Comments**

**Responsible Person:**

**Completion Date:**

DRAFT



## SHIRE OF WAGIN

PERIOD OF AUDIT: YEAR ENDED 30 JUNE 2019

FINDINGS IDENTIFIED DURING THE INTERIM AUDIT

---

### 1. Employee pay rate letters

#### Finding

We noted instances where employees had received an increase in pay, however there were no correspondences to the employees confirming this change in circumstances.

**Rating:** Moderate

#### Implication

The absence of agreed pay rate letters may make it difficult to resolve any potential disputes with employees.

#### Recommendation

We recommend management ensure agreed pay rate letters are documented in employee files for all applicable personnel.

#### Management's Comments

*Management ensure letters are sent to employees when an increase in pay has resulted from a probationary review, employee review or change in employment status. When a yearly increase has happened due to the government's Fair Work Commission decision for all employees a letter is not sent to employees as their pay level has not changed just the enforced increased rate for that pay level.*

*However, Management will send all staff letters confirming their current pay rate and will ensure letters are sent to employees each year confirming their new pay rate due to the Fair Work Commission increase. These letters will be documented in all employee files.*

**Responsible Person:** Brian Roderick Deputy CEO  
**Completion Date:** 30<sup>th</sup> August 2019



## SHIRE OF WAGIN

PERIOD OF AUDIT: YEAR ENDED 30 JUNE 2019

### FINDINGS IDENTIFIED DURING THE INTERIM AUDIT

#### 2. Quotations – minimum number not obtained

##### Finding

The Shire's procurement policy states that where the value of a purchase does not exceed \$5,000, at least one verbal or written quote must be obtained and recorded.

During our procurement testing, we identified 43 purchases in this range out of a sample of 115, where there was insufficient documentation to indicate that the requisite number of quotations had been obtained.

**Rating:** Significant

##### Implication

If purchases are made without obtaining sufficient quotes, there is a risk of favouritism of suppliers and not obtaining value for money.

##### Recommendation

For purchases below the tender threshold, quotes should be obtained in accordance with the Shire's procurement policy.

If instances arise where it is impractical to obtain the requisite number of quotations, the reasons should be recorded and attached to the purchase order at the time of the purchase being made.

##### Management's Comments

*The Shire's procurement policy actually states that where the value of a purchase does not exceed \$5,000, at least one verbal quote must be obtained, as per below.*

<b>Amount of Purchase</b>	<b>Model Policy</b>
Up to \$5,000	Direct purchase from suppliers requiring only one verbal quotation.

*Management now see this as a flaw in the policy as it states we must obtain a verbal quotation for every purchase under \$5,000, this would include purchasing a \$5 light globe.*

The Audit Committee has recommended that Council review and amend the Purchasing Tender Guide / Procurement Policy, so thresholds are more workable and transparent.

**Responsible Person:** Brian Roderick Deputy CEO  
**Completion Date:** 30<sup>th</sup> August 2019



## SHIRE OF WAGIN

PERIOD OF AUDIT: YEAR ENDED 30 JUNE 2019

FINDINGS IDENTIFIED DURING THE INTERIM AUDIT

---

### 3. Employee details form

#### Finding

Whilst reviewing the personnel details form of an employee, we noted that the next of kin information had been left blank.

**Rating:** Minor

#### Implication

There is an increased risk that personnel details form may be amended without appropriate authorisation if all sections are not completed.

#### Recommendation

To help ensure compliance with the Shire's employment policy and to help ensure personnel details forms submitted are not at risk of being amended, all sections should be completed.

#### Management's Comments

*Management view this as a very minor and frivolous item to raise, however Management will go through all employee personnel files and ensure all personnel details are completed or updated by the employee.*

**Responsible Person:** Peter Webster CEO  
**Completion Date:** 30<sup>th</sup> September 2019

A handwritten signature in black ink, appearing to be 'P. Webster', is located in the bottom left corner of the page.

**10.1.2 GENERAL BUSINESS**

Nil

**10.1.3 CLOSURE**

There being no further business the Chairperson thanked those in attendance and closed the meeting at 5.43 pm.

**10.1.1.1 REPORT ON THE 2017/2018 AUDIT QUALIFICATION**

**4083 COMMITTEE RECOMMENDATION & COUNCIL DECISION**

Moved: Cr. G R Ball

Seconded: Cr. S M Chilcott

That Council endorse the report addressing the Audit Qualification on the 2017/2018 Audit Report.

Carried 7/0

**10.1.1.2 2018/2019 INTERIM AUDIT MANAGEMENT REPORT**

**4084 COMMITTEE RECOMMENDATION & COUNCIL DECISION**

Moved: Cr. S M Chilcott

Seconded: Cr. G R Ball

That Council receive the 2018/2019 Draft Interim Audit Management Letter and management responses to the findings.

Carried 7/0



**10.2.1 BUSINESS ARISING**Bankwest RAC Road Safety Mural

here has been no further response from Bankwest regarding their plans on the western wall of the building, on the Mural. I am hopeful to have some further information at the meeting.

Staff will continue to follow up whether Bankwest has come to a decision regarding the western wall and mural.

Hornsby Park Drainage

The Committee still viewed this as a public safety issue so It was agreed that the Manager of Works will take this issue to the next meeting of the Works Committee.

**10.2.2 CORRESPONDENCE AND REPORTS****10.2.2.1 TOWNSCAPE TREE PLANTING AND BEAUTIFICATION PROGRAM 2019/2020**Presentation

Consultant Horticulturist – Mike Brown addressed the Committee regarding the 2019/2020 Townscape Beautification Program

The plan is enclosed under separate cover.

In the 2019/2020 Budget Council has allocated \$60,000 to Townscape projects and works, also another \$10,000 for landscaping works at the Wetlands Park.

The Committee needs to discuss the plan with Mr Brown and look at prioritising works for this financial year.

**The Committee agreed with all the works contained in the 2019/2020 Townscape Beautification plan. However, they queried the roses along the white fencing of the railway crossing due to the high level of on-going maintenance required. Mr Brown advised that it does not have to be roses and could be another bright and decorative option.**

**The other issue was with the northern side of Tavistock Street and whether underground services were going to be an issue with planting of new trees in the footpath. Mr Brown will work with Shire staff to investigate and then decide a course of action from there.**

The Committee understood the urgency with getting all works done within the next month due to the optimum timing of seasonal planting, however they stressed all works undertaken must fall within Council's current Townscape and Wetlands Park

# Shire of Wagin

## 2019/20

### Draft Beautification Townscape Plan

Mike Brown Horticulturist

Costing Per Street/Area

#### Tavistock Street

Planter troughs south side – plant up with selected perennials and small shrubs.

The planter boxes will give a 'softer' feel to the street plus colour. Boxes need to be cleaned and painted.

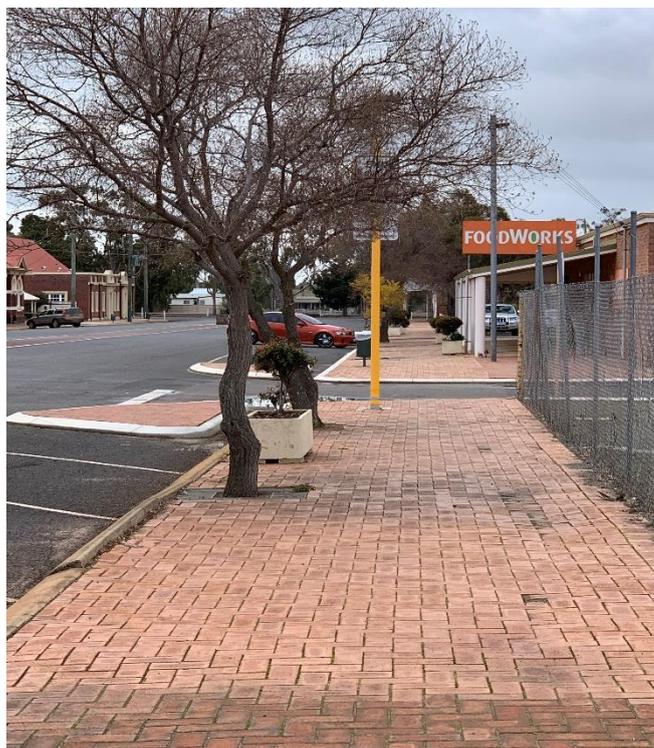
Cost: \$1,700

Replace 2 unsuccessful Jacarandas – No cost.

---

Tree Planting – North Side, grafted small gum – Corymbia 'Baby Scarlet'. Very attractive small evergreen Eucalyptus which will pick up the theme of grass trees and kangaroo paws plus shield the vacant blocks – top end of Tavistock St.

Cost: \$18,000



Tudhoe Street

Remove necessary tress north side, replace with advanced Robinia Friesia. These are statement trees with golden foliage. Under plant Ficus (large pots) with perennial petunias and lampranthus.

Cost: \$5,000



Library / Toilet block

Garden Beds, existing garden beds – revamp and plant ‘eye catching’ perennials.

Cost: \$390



RSL/Community Centre Garden

Revamp and plant as per Library

Cost: \$680

CRC



North Side (footpath frontage)

? Not Council Responsibility?

Cost \$420.00

Railway Crossing – North and South Sides of Tudhoe Street

A major focus point needs to be special with park on south side and car park (Mitchell House) on the North side. Make use of picket fence with climbing roses etc. on fence ‘bright and pretty’ planter troughs need to be added to this area – will not only pick up theme in Tavistock street but will give “wow” factor.

Cost: \$11,200



Mitchell House Car Park

Remove trees and shrubs deemed unsuitable, replant with suitable small trees.

Cost: \$380



Town Park

Re-visit garden beds & fix lawn area, plant with roses, make this area a 'soft' statement designed to impress travelers (bus stop nearby & major intersection)

Cost: \$2,100



Tudor Street – Railway Reserve

Remove unsuitable trees up to Unit Street. Make use of trees in place – River and Lemon Scented gums – add troughs to Bus Stop area and plant up in the same theme as Railway crossing.

Under plant Ficus on the west side.

Cost: \$3,900



Ballagin Street

Continue planting to Narrogin road, use small Eucalyptus Corymbis Calophylla rosea – it will give a different look leading into the flowering plums.

Cost: \$6,650

Wetlands/Office

Complete office entrance east and west, cover built up areas in Wetlands with suitable ground covers, add feature trees, fix “dry pond area” and re-visit reticulation.

Cost: \$11,200

**Total cost of Program \$61,620 plus GST**

To be considered:

- Library Square
  - Landscape, curbing and earth works
  - Incorporate Taylor Lane into Square
  - Allow for Community signage
  - Make vehicle/people friendly
  - Small garden beds (x 2)
- Railway Reserve Tudor Street, opposite Town Hall & Tavistock Street intersection
  - Re-design to mirror Library Square
  - Connecting towns design Style
- Swimming Pool/Lions Park
  - Add colour and style
- Street furniture

Quote to tidy-up and Paint shop Fronts

I have broken the quote into sections and have not yet spoken with the shop owners of Shire Council regarding possible contributions.

Section 1

From Jewelers to Newsagents including shop front and trims, as well as old Lambshank front

Not including under awnings or awning fascia

Cost: \$10,989

Section 2

From Joe Fanchi Real Estate to Galts Hardware – shop front & trim only

Cost: \$5,197

Section 3

From Chemist and Butcher's – shop front & trim only

Cost: \$7,897

Section 4

From old IGA corner to Laundromat – shop front & trim only

Cost: \$7,128

Section 5

Landcare building – shop front & façade only

Cost: \$14,715

**Total Cost: \$45,926 incl GST**

### 10.2.2.2 TAVISTOCK STREET PLANTER BOX LIGHTING

Consultant horticulturist, Mike Brown, has been looking at options for lighting of the planter boxes, an update will be provided at the meeting.

**Mr Brown advised the Committee that solar lighting was the only option but it was difficult on the basis that lighting could not be secured in the planter boxes as it would be open to theft.**

**One of his lighting experts has suggested a decorative light on top of a pole secured to the ground next to each planter box. This would still be solar with the solar panel on top of the light with the light shining downwards. The cost of this should be \$2,800 per light/pole plus the cost of fixing.**



**The Committee was not sure how this would look from an aesthetic point of view. Mr Brown advised that he will forward pictures of this lighting option to the Committee.**

### 10.2.2.3 WETLANDS PARK NEW PLAYGROUND AND UPGRADES

PROPONENT:	Shire of Wagin
OWNER:	Shire of Wagin
LOCATION/ADDRESS:	Wetlands Park
AUTHOR OF REPORT:	Deputy Chief Executive Officer
SENIOR OFFICER:	Acting Chief Executive Officer
DATE OF REPORT:	22 <sup>nd</sup> August 2019
PREVIOUS REPORT(S):	May 2019
DISCLOSURE OF INTEREST:	N/A
FILE REFERENCE:	
ATTACHMENTS:	Nil

#### SUMMARY

To discuss the proposed playground project and other developments as part of the Wetlands Park Playground Re-development.

#### BACKGROUND & COMMENT

In the 2018/2019 Budget Council allocated \$8,200 to new swings at the Wetlands Park on the basis there was no swings at the park and there was a request from a member of the community.

The \$8,200 allocation was actually funds sitting in Council's Trust account as it was a contribution from a developer in lieu of providing open space in a housing development. The regulations behind expending the trust funds is that it had to be spend on creating open space, parks, playgrounds or playground equipment.

Staff then looked at different swing sets to purchase, however opportunities presented through various community input, requests and funding to look at using Council's \$8,200 and other community contributions as leverage to attract significant grant funding to install new playground equipment and other suggested re-developments to the Park.

The Wagin Action Group has advised that they would contribute up to \$20,000 to the development and have been heavily involved in the designing of the playground to date.

Council, in the 2019/2020 Budget has allocated \$10,000 to the project and have also suggested that it is progressed through a Committee of Council, with the Townscape Enhancement Committee being the most obvious committee.

Lotterywest has funded some major playground developments in the region and would be the obvious funding source to apply for, staff have been in contact with this grant body. One of the major requirements in funding is community consultation, this is also very important in any Council development that impacts the community. We have received a number of letters from community members providing their support behind upgrades at the Wetlands, however the author believes significant community consultation is required.

One of the key aspects when looking at this development is how will it impact on the current amenity and functionality of the Wetlands Park. Due to safety reasons the new playground project will potentially require new fencing that will impact on users who currently have free flowing access around the park.

The Committee need to advise which way staff should go with the community consultation process.

The following options could be:

- Engage a consultant who specialises in parks and playgrounds to provide a suitable plan. This plan can then go out to the community for comment.
- Carry out community workshops to get input to what people would like to see in the new developed park and then approach designers etc.

From previous experience with the community regarding parks and playgrounds in Wagin the second option will result in a lot of different and varying ideas that will significantly delay the development process and progress of the grant application. However, it is very important that this development is done to an optimum level to satisfy children, families, community users, tourists and any other user. Particularly as the Wetlands Park is such an iconic facility in Wagin that also is used for community events such as the Australia Day Breakfast and Awards.

Staff have prepared a simple power point presentation that shows the progress to date of what has been planned so far. This can now be discussed by the Committee with possibly some direction to Council and then staff.

#### **CONSULTATION/COMMUNICATION:**

Wagin Action Group and Wagin Youth Centre  
Community of Wagin

#### **STATUTORY/LEGAL IMPLICATIONS:**

3.5 Youth focus on services and recreation development including coordination of effort across the Shire/Region.

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



**POLICY IMPLICATIONS:**

Nil

**FINANCIAL IMPLICATIONS:**

Budgeted funds in the 2019/2020 Council Budget

**STRATEGIC IMPLICATIONS:**

Nil

**VOTING REQUIREMENTS:**

Simple

**OFFICERS RECOMMENDATION**

For the Committee to discuss.

**The Committee all agreed that the Wetlands Park Playground development is an excellent project and that we should set our sights high with funding to achieve the best outcome for this very important community and tourism facility.**

**The Committee understood the importance of the community consultation process, however the best way forward with this is to have a professionally designed plan to then present to the community for comment. The adopted plan and costings would then form the basis of funding applications to suitable funding bodies.**

**Consultant horticulturist, Mike Brown, also agreed that the natural landscape, space and beauty of the park lends itself to this type of development. He agreed that a design consultant be engaged, however the Committee must come up with a design brief for them to work with.**

**The Committee requested staff to invite members of the Wagin Action Group to assist the Townscape Committee come up with a design brief at the next Townscape Committee meeting.**

**10.2.4 URGENT BUSINESS**BP Service Station Ranford Street Crossover

Mr Hegarty queried the current state of the BP service station brick cross-over on Ranford Street as the damaged cross-over and the limestone blocks put there are an eye sore.

Staff advised the damage had been created by transport businesses off-loading goods, the limestone blocks have been placed there so further use of the cross-over did not occur.

I believe the CEO has been working with the owners of the courier business regarding repairing the cross-over and or a permanent fix.

The Committee pointed out that the owners of the courier business was not the owners of the property and suggested that we get in contact with the owners of Great Southern fuels to progress a solution.

Electronic Advertising Sign

Cr West asked whether the electronic display sign project should be progressed through this committee. Staff advise that the Townscape Enhancement Committee is the correct committee, however the project can't be progressed until funding contributions have been confirmed and received. The CEO has sent out funding invoices to the particular groups and we are waiting on the response from this.

**10.2.5 CLOSURE**

There being no further business the Chairperson thanked those in attendance and closed the meeting at 7.45pm



**11. FINANCIAL REPORTS – JUNE 2019**

PROPONENT:	Manager of Finance
OWNER:	Shire of Wagin
LOCATION/ADDRESS:	Shire of Wagin
AUTHOR OF REPORT:	Manager of Finance
SENIOR OFFICER:	Acting Chief Executive Officer
DATE OF REPORT:	
PREVIOUS REPORT(S):	22 May 2019
DISCLOSURE OF INTEREST:	N/A
FILE REFERENCE:	N/A
ATTACHMENTS:	Monthly Financial Report and Payments List

**BRIEF SUMMARY:**

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

**BACKGROUND:**

The financial statements for June 2019 and corresponding list of account payments are attached for Council to adopt.

**COMMENT:**

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

Due to the end of the financial year and the adoption of the new financial year Budget the financial statements for July and August will be presented at the September Ordinary Council meeting.

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

**CONSULTATION/COMMUNICATION:**

Nil

**STATUTORY/LEGAL IMPLICATIONS:**

Local Government (Financial Management) Regulations 1996

**POLICY IMPLICATIONS:**

Nil

**FINANCIAL IMPLICATIONS:**

Nil

**STRATEGIC IMPLICATIONS:**

Nil

**VOTING REQUIREMENTS:**

Simple Majority

**4085 OFFICERS RECOMMENDATION & COUNCIL DECISION**

Moved: Cr. G R Ball

Seconded: Cr. L A Lucas

That Council adopts the Financial Reports for the period ending 30 June 2019 as presented.

Carried 7/0

**4086 OFFICERS RECOMMENDATION & COUNCIL DECISION**

Moved: Cr. G K B West

Seconded: Cr. S M Chilcott

That EFT Payments EFT8352 – EFT8448, Cheque Payments 5184 – 5195 and Direct Debit Payments from the Municipal Account totalling \$433,026.06 and EFT Payments EFT8449 - EFT8451 and Cheque Payments 2505 - 2511 from the Trust account totalling \$1,465.15 for the month of June 2019 be endorsed and accepted for payment.

Carried 7/0

**SHIRE OF WAGIN**  
**MONTHLY FINANCIAL REPORT**  
**(Containing the Statement of Financial Activity)**  
**For the Period Ended 30 June 2019**

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

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



**MONTHLY FINANCIAL REPORT  
FOR THE PERIOD ENDED 30 JUNE 2019**

**KEY INFORMATION**

**Items of Significance**

The material variance adopted by the Shire of Wagin for the 2018/19 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 2018/19 financial year.

	<b>% Completed</b>	<b>Annual Budget</b>	<b>YTD Actual</b>
<b>Capital Expenditure</b>			
Land	0%	40,000	0
Buildings	70%	75,000	52,790
Plant & Equipment	99%	619,000	610,665
Furniture & Equipment	21%	66,450	13,817
Infrastructure - Roads	128%	2,131,043	2,720,926
Footpaths	0%	60,000	0
Infrastructure - Other	89%	270,000	240,788
<b>Grants, Subsidies and Contributions</b>			
Operating Grants, Subsidies and Contributions	179%	1,156,297	2,070,044
Non-operating Grants, Subsidies and Contributions	149%	1,572,821	2,340,432
Rates Levied	100%	2,312,341	2,304,819

*% Compares current ytd actuals to annual budget*

<b>Financial Position</b>	<b>* Note</b>	<b>This Time Last Year 30 Jun 2018</b>	<b>Year to Date Actual 30 Jun 2019</b>
Adjusted Net Current Assets	94%	\$ 1,360,265	\$ 1,279,061
Cash and Equivalent - Unrestricted	77%	\$ 495,126	\$ 382,597
Cash and Equivalent - Restricted	117%	\$ 1,177,376	\$ 1,380,038
Receivables - Rates	93%	\$ 67,044	\$ 62,361
Receivables - Other	89%	\$ 1,158,788	\$ 1,027,869
Payables	60%	\$ 338,234	\$ 203,672

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

**MONTHLY FINANCIAL REPORT  
FOR THE PERIOD ENDED 30 JUNE 2019**

**INFORMATION**

**PREPARATION TIMING AND REVIEW**

Date prepared: All known transactions up to 16 June 2019  
Prepared by: Accountant  
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), Australian Accounting Interpretations, other authoritative pronouncements of the Australian Accounting Standards Board, the Local Government Act 1995 and accompanying regulations. Material accounting policies which have been adopted in the preparation of this statement are presented below and have been consistently applied unless stated otherwise. Except for cash flow and rate setting information, the report has also been prepared on the accrual basis and is based on historical costs, modified, where applicable, by the measurement at fair value of selected non-current assets, financial assets and liabilities.

**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.

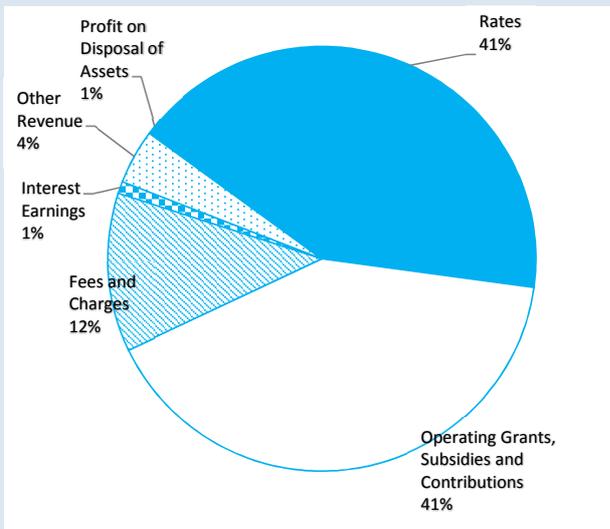
**ROUNDING OFF FIGURES**

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

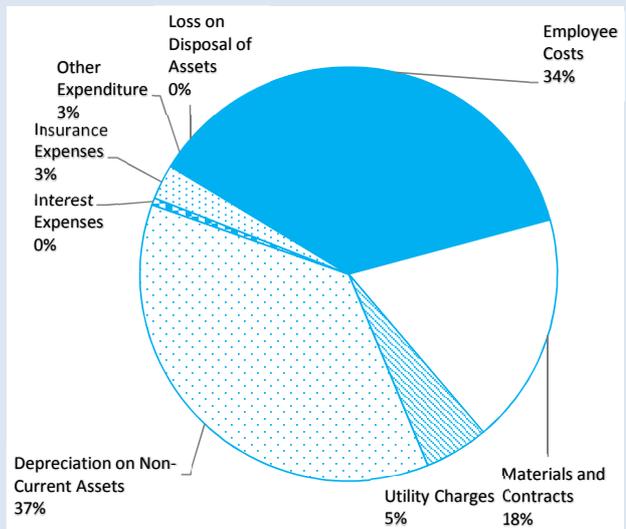
**MONTHLY FINANCIAL REPORT  
FOR THE PERIOD ENDED 30 JUNE 2019**

**SUMMARY GRAPHS**

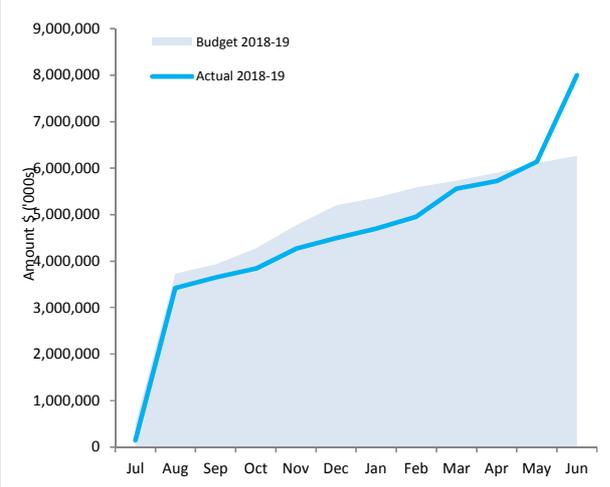
**OPERATING REVENUE**



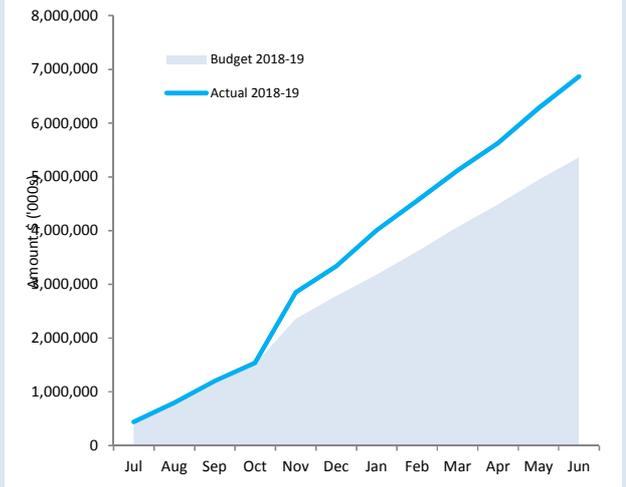
**OPERATING EXPENSES**



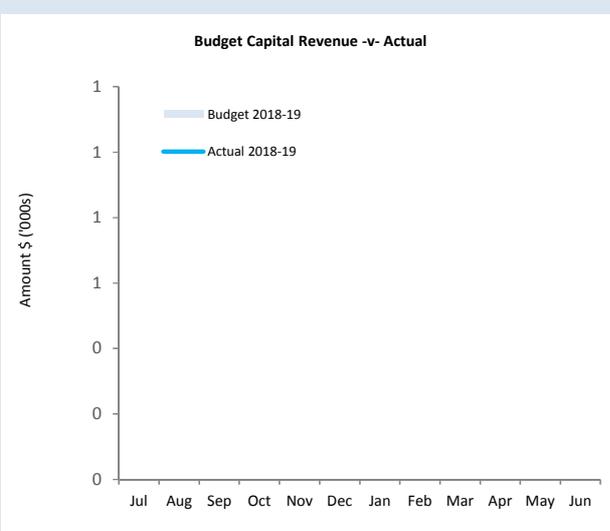
**Budget Operating Revenues -v- Actual**



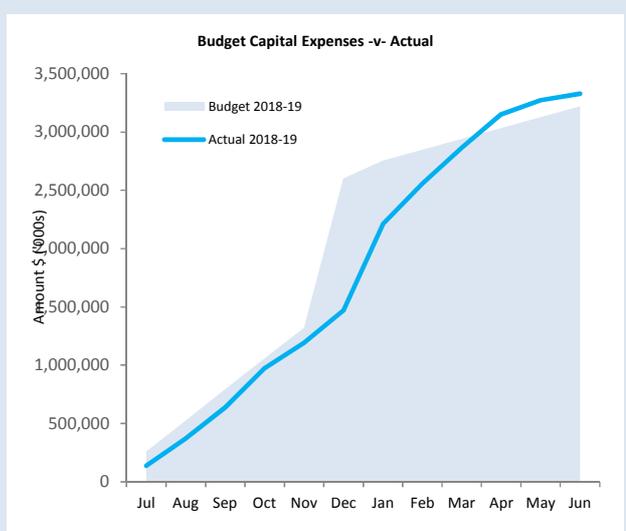
**Budget Operating Expenses -v- YTD Actual**



**CAPITAL REVENUE**



**CAPITAL EXPENSES**



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

**KEY TERMS AND DESCRIPTIONS  
FOR THE PERIOD ENDED 30 JUNE 2019**

**STATUTORY REPORTING PROGRAMS**

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

<b>PROGRAM NAME</b>	<b>OBJECTIVE</b>	<b>ACTIVITIES</b>
<b>GOVERNANCE</b>	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.
<b>GENERAL PURPOSE FUNDING</b>	To collect revenue to allow for the provision of services.	Rates, general purpose government grants and interest revenue.
<b>LAW, ORDER, PUBLIC SAFETY</b>	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.
<b>HEALTH EDUCATION AND WELFARE</b>	To provide an operational 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.
<b>HOUSING</b>	To provide and maintain elderly residents housing.	Provision and maintenance of elderly residents housing.
<b>COMMUNITY AMENITIES</b>	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.
<b>RECREATION AND CULTURE</b>	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.
<b>TRANSPORT ECONOMIC SERVICES</b>	To provide safe, effective and To help promote the City and its economic wellbeing.	Construction and maintenance of roads, streets, 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.
<b>OTHER PROPERTY AND SERVICES</b>	To monitor and control City overheads operating accounts.	Private works operation, plant repair and operation costs and engineering operation costs.

**STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 30 JUNE 2019**

**STATUTORY REPORTING PROGRAMS**

	Ref Note	Annual Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var.
		\$	\$	\$	\$	
<b>Opening Funding Surplus(Deficit)</b>	1(b)	1,182,914	1,182,914	<b>1,360,265</b>	177,351	
<b>Revenue from operating activities</b>						
Governance		40,547	40,547	<b>18,010</b>	(22,537)	▼
General Purpose Funding - Rates	5	2,312,341	2,312,341	<b>2,304,819</b>	(7,522)	
General Purpose Funding - Other		858,123	858,123	<b>1,616,225</b>	758,102	▲
Law, Order and Public Safety		136,134	136,134	<b>264,138</b>	128,004	▲
Health		71,488	71,488	<b>63,346</b>	(8,142)	
Education and Welfare		413,766	413,766	<b>375,709</b>	(38,057)	▼
Community Amenities		364,700	364,700	<b>349,977</b>	(14,723)	
Recreation and Culture		109,351	109,351	<b>114,654</b>	5,303	
Transport		161,538	161,538	<b>239,428</b>	77,890	▲
Economic Services		89,700	89,700	<b>194,383</b>	104,683	▲
Other Property and Services		137,220	137,220	<b>113,848</b>	(23,372)	▼
		<b>4,694,908</b>	<b>4,694,908</b>	<b>5,654,538</b>		
<b>Expenditure from operating activities</b>						
Governance		(379,167)	(379,167)	<b>(373,561)</b>	5,606	
General Purpose Funding		(403,619)	(403,619)	<b>(389,000)</b>	14,619	
Law, Order and Public Safety		(287,467)	(287,467)	<b>(414,703)</b>	(127,236)	▼
Health		(255,945)	(255,945)	<b>(250,890)</b>	5,055	
Education and Welfare		(500,497)	(500,497)	<b>(438,127)</b>	62,370	▲
Community Amenities		(522,286)	(522,286)	<b>(570,264)</b>	(47,978)	▼
Recreation and Culture		(1,153,014)	(1,153,014)	<b>(1,325,604)</b>	(172,590)	▼
Transport		(1,243,774)	(1,243,774)	<b>(2,430,570)</b>	(1,186,796)	▼
Economic Services		(242,322)	(242,322)	<b>(334,346)</b>	(92,024)	▼
Other Property and Services		(374,317)	(374,317)	<b>(336,997)</b>	37,320	▲
		<b>(5,362,408)</b>	<b>(5,362,408)</b>	<b>(6,864,064)</b>		
<b>Operating activities excluded from budget</b>						
Add Back Depreciation		1,080,310	1,080,310	<b>2,513,294</b>	1,432,984	▲
Adjust (Profit)/Loss on Asset Disposal	6	(36,465)	(36,465)	<b>(66,735)</b>	(30,270)	
Adjust Provisions and Accruals		0	0	<b>(39,660)</b>	(39,660)	▼
<b>Amount attributable to operating activities</b>		<b>376,345</b>	<b>376,345</b>	<b>1,197,374</b>		
<b>Investing Activities</b>						
Non-operating Grants, Subsidies and Contributions	10	1,572,821	1,572,821	<b>2,340,432</b>	767,611	▲
Proceeds from Disposal of Assets	6	230,000	230,000	<b>265,405</b>	35,405	▲
Capital Acquisitions	7	(3,261,493)	(3,261,493)	<b>(3,638,986)</b>	(377,493)	▼
<b>Amount attributable to investing activities</b>		<b>(1,458,672)</b>	<b>(1,458,672)</b>	<b>(1,033,149)</b>		
<b>Financing Activities</b>						
Self-Supporting Loan Principal		18,201	18,201	<b>18,201</b>	0	
Transfer from Reserves	9	224,250	224,250	<b>224,250</b>	0	
Repayment of Debentures	8	(60,969)	(60,969)	<b>(60,969)</b>	0	
Transfer to Reserves	9	(282,069)	(282,069)	<b>(426,912)</b>	(144,843)	▼
<b>Amount attributable to financing activities</b>		<b>(100,587)</b>	<b>(100,587)</b>	<b>(245,430)</b>		
<b>Closing Funding Surplus(Deficit)</b>	1(b)	<b>0</b>	<b>0</b>	<b>1,279,061</b>		

**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 2018/19 financial year is \$20,000.

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

**KEY TERMS AND DESCRIPTIONS  
FOR THE PERIOD ENDED 30 JUNE 2019**

**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.

**NATURE OR TYPE DESCRIPTIONS**

**EXPENSES**

**EMPLOYEE COSTS**

All costs associate with the employment of person such as salaries, wages, allowances, benefits such as vehicle and housing, superannuation, employment expenses, removal expenses, relocation expenses, worker's compensation insurance, training costs, conferences, safety expenses, medical examinations, fringe benefit tax, etc.

**MATERIALS AND CONTRACTS**

All expenditures on materials, supplies and contracts not classified under other headings. These include supply of goods and materials, legal expenses, consultancy, maintenance agreements, communication expenses, advertising expenses, membership, periodicals, publications, hire expenses, rental, leases, postage and freight etc. Local governments may wish to disclose more detail such as contract services, consultancy, information technology, rental or lease expenditures.

**UTILITIES (GAS, ELECTRICITY, WATER, ETC.)**

Expenditures made to the respective agencies for the provision of power, gas or water. Exclude expenditures incurred for the reinstatement of roadwork on behalf of these agencies.

**INSURANCE**

All insurance other than worker's compensation and health benefit insurance included as a cost of employment.

**LOSS ON ASSET DISPOSAL**

Loss on the disposal of fixed assets.

**DEPRECIATION ON NON-CURRENT ASSETS**

Depreciation expense raised on all classes of assets.

**INTEREST EXPENSES**

Interest and other costs of finance paid, including costs of finance for loan debentures, overdraft accommodation and refinancing expenses.

**OTHER EXPENDITURE**

Statutory fees, taxes, provision for bad debts, member's fees or State taxes. Donations and subsidies made to community groups.

**STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 30 JUNE 2019**
**BY NATURE OR TYPE**

	Ref Note	Annual Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var.
		\$	\$	\$	\$	
<b>Opening Funding Surplus (Deficit)</b>	1(b)	1,182,914	1,182,914	<b>1,360,265</b>	177,351	▲
<b>Revenue from operating activities</b>						
Rates	5	2,312,341	2,312,341	<b>2,304,819</b>	(7,522)	
Operating Grants, Subsidies and Contributions	10	1,301,012	1,301,012	<b>2,308,381</b>	1,007,369	▲
Fees and Charges		747,263	747,263	<b>680,126</b>	(67,137)	▼
Interest Earnings		50,952	50,952	<b>51,884</b>	932	
Other Revenue		246,207	246,207	<b>235,122</b>	(11,085)	
Profit on Disposal of Assets	6	37,133	37,133	<b>74,205</b>		
		<b>4,694,908</b>	<b>4,694,908</b>	<b>5,654,538</b>		
<b>Expenditure from operating activities</b>						
Employee Costs		(2,388,280)	(2,388,280)	<b>(2,360,441)</b>	27,840	▲
Materials and Contracts		(1,181,184)	(1,181,184)	<b>(1,238,859)</b>	(57,675)	▼
Utility Charges		(347,622)	(347,622)	<b>(342,469)</b>	5,153	
Depreciation on Non-Current Assets		(1,080,310)	(1,080,310)	<b>(2,513,294)</b>	(1,432,984)	▼
Interest Expenses		(37,824)	(37,824)	<b>(37,572)</b>	252	
Insurance Expenses		(184,537)	(184,537)	<b>(187,634)</b>	(3,097)	
Other Expenditure		(141,983)	(141,983)	<b>(176,325)</b>	(34,342)	▼
Loss on Disposal of Assets	6	(668)	(668)	<b>(7,470)</b>		
		<b>(5,362,408)</b>	<b>(5,362,408)</b>	<b>(6,864,064)</b>		
<b>Operating activities excluded from budget</b>						
Add back Depreciation		1,080,310	1,080,310	<b>2,513,294</b>	1,432,984	▲
Adjust (Profit)/Loss on Asset Disposal	6	(36,465)	(36,465)	<b>(66,735)</b>	(30,270)	
Adjust Provisions and Accruals		0	0	<b>(39,660)</b>	(39,660)	▼
<b>Amount attributable to operating activities</b>		<b>376,345</b>	<b>376,345</b>	<b>1,197,374</b>		
<b>Investing activities</b>						
Non-operating grants, subsidies and contributions	10	1,572,821	1,572,821	<b>2,340,432</b>	767,611	▲
Proceeds from Disposal of Assets	6	230,000	230,000	<b>265,405</b>	35,405	▲
Capital acquisitions	7	(3,261,493)	(3,261,493)	<b>(3,638,986)</b>	(377,493)	▼
<b>Amount attributable to investing activities</b>		<b>(1,458,672)</b>	<b>(1,458,672)</b>	<b>(1,033,149)</b>		
<b>Financing Activities</b>						
Self-Supporting Loan Principal		18,201	18,201	<b>18,201</b>	0	
Transfer from Reserves	9	224,250	224,250	<b>224,250</b>	0	
Repayment of Debentures	8	(60,969)	(60,969)	<b>(60,969)</b>	0	
Transfer to Reserves	9	(282,069)	(282,069)	<b>(426,912)</b>	(144,843)	▼
<b>Amount attributable to financing activities</b>		<b>(100,587)</b>	<b>(100,587)</b>	<b>(245,430)</b>		
<b>Closing Funding Surplus (Deficit)</b>	1(b)	<b>0</b>	<b>0</b>	<b>1,279,061</b>		

**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.

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 30 JUNE 2019**

**NOTE 1(a)  
NET CURRENT ASSETS**

**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 30 JUNE 2019**

**OPERATING ACTIVITIES  
NOTE 1(b)  
ADJUSTED NET CURRENT ASSETS**

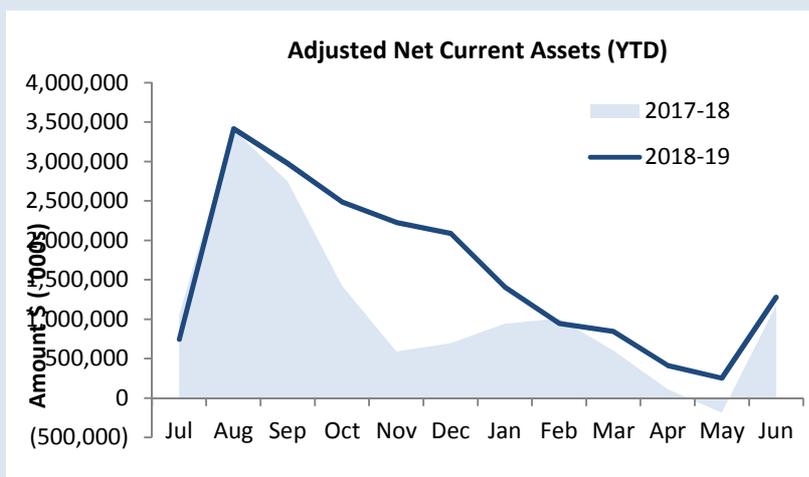
<b>Adjusted Net Current Assets</b>	<b>Ref Note</b>	<b>Last Years Closing 30 June 2018</b>	<b>This Time Last Year 30 Jun 2018</b>	<b>Year to Date Actual 30 Jun 2019</b>
		\$	\$	\$
<b>Current Assets</b>				
Cash Unrestricted	3	495,126	495,126	382,597
Cash Restricted	3	1,177,376	1,177,376	1,380,038
Receivables - Rates	4	67,044	67,044	62,361
Receivables - Other	4	1,158,788	1,158,788	1,027,869
Loans receivable		18,201	18,201	18,758
Inventories		40,543	40,543	46,978
		2,957,077	2,957,077	2,918,601
<b>Less: Current Liabilities</b>				
Payables		(338,234)	(338,234)	(203,672)
Regional Refuse Group Accrued Funds		(63,001)	(63,001)	(37,071)
Provisions - Loans, Annual & Long Service Leave		(390,083)	(390,083)	(371,395)
		(791,318)	(791,318)	(612,139)
<b>Unadjusted Net Current Assets</b>		<b>2,165,759</b>	<b>2,165,759</b>	<b>2,306,462</b>
<b>Adjustments and exclusions permitted by FM Reg 32</b>				
Less: Cash reserves	3	(1,177,376)	(1,177,376)	(1,380,038)
Less: Loans receivable		(18,201)	(18,201)	(18,758)
Add: Provisions - Loans, Annual & Long Service Leave		390,083	390,083	371,395
<b>Adjusted Net Current Assets</b>		<b>1,360,265</b>	<b>1,360,265</b>	<b>1,279,061</b>

**SIGNIFICANT ACCOUNTING POLICIES**

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

**KEY INFORMATION**

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



**This Year YTD  
Surplus(Deficit)  
\$1.28 M**

**Last Year YTD  
Surplus(Deficit)  
\$1.36 M**

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 30 JUNE 2019**

**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 2018/19 financial year is \$20,000.

Reporting Program	Var. \$	Var.	Timing/ Permanent	Explanation of Variance
	\$			
<b>Revenue from operating activities</b>				
Governance	(22,537)	▼	Permanent	Traineeship Grant will not be received as per budget
General Purpose Funding - Other	758,102	▲	Permanent	FAGs Grant Funding higher than budgeted
Law, Order and Public Safety	128,004	▲	Permanent	DFES Grant - Bushfire Mitigation Activity Fund (MAF) not budgeted for which will be offset by expenditure.
Education and Welfare	(38,057)	▼	Permanent	HACC 3rd Quarter payment less than budgeted.
Transport	77,890	▲	Permanent	Direct Road Grant of \$42,674 and Profit on Sale of Asset higher than budgeted.
Economic Services	104,683	▲	Permanent	Landcare payroll which is offset by expenditure. Caravan Park Fees higher than budgeted.
Other Property and Services	(23,372)	▼	Permanent	Private works revenue less than budgeted.
<b>Expenditure from operating activities</b>				
Law, Order and Public Safety	(127,236)	▼	Permanent	DFES Grant - Bushfire Mitigation Activity Fund (MAF) not budgeted for which will be offset by income.
Education and Welfare	62,370	▲	Permanent	CACP expenditure under YTD Budget.
Community Amenities	(47,978)	▼	Permanent	Regional Refuse Group expenditure not budgeted for but will be offset by liability transfer at end of year. Refuse Expenditure over YTD budget but will be rectified at year end between reserve transfer and capital expenditure.
Recreation and Culture	(172,590)	▼	Permanent	Depreciation higher than budgeted due to valuations.
Transport	(1,186,796)	▼	Permanent	Depreciation higher than budgeted due to valuations.
Economic Services	(92,024)	▼	Permanent	Landcare payroll which is offset by income.
Other Property and Services	37,320	▲	Permanent	Private works & consultants under YTD budget. PWOH & POC over allocated which will be balanced at year end.
<b>Investing Activities</b>				
Non-operating Grants, Subsidies and Contributions	767,611	▲	Timing	Storm Damage claims being collated by Core Business and waiting on Main Roads approval for claims already submitted. Electronic sign contributions postponed to 19/20
Proceeds from Disposal of Assets	35,405	▲	Permanent	Proceeds higher than budgeted for - will transfer savings to Plant Reserve at year end.
Capital Acquisitions	(377,493)	▼	Permanent	Town Centre Development, Medical Centre Upgrades, Electronic Sign, Cemetery Upgrades, Refuse Site, Airport Development, Footpath Program, and Capital Works Program under YTD Budget. Savings on Solar Panels at Pool, EHO Vehicle & Grader Changeover. Over budget on Sportsground Oval Reticulation and WANDRRA though WANDRRA will be offset by income.

**KEY INFORMATION**

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 30 JUNE 2019**

**OPERATING ACTIVITIES  
NOTE 3  
CASH AND INVESTMENTS**

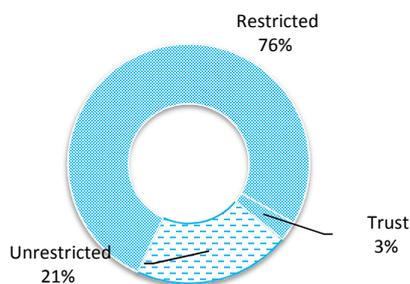
Cash and Investments	Unrestricted	Restricted	Trust	Total YTD Actual	Institution	Interest Rate	Maturity Date
	\$	\$	\$	\$			
<b>Cash on Hand</b>							
Petty Cash and Floats	1,350			1,350	N/A	Nil	On Hand
<b>At Call Deposits</b>							
Municipal Fund	227,920			227,920	NAB	Nil	At Call
Overnight Cash Deposit Facility	153,285			153,285	Treasury	1.20%	At Call
Municipal Cash Maximiser	42			42	NAB	0.40%	At Call
Trust Fund			46,941	46,941	NAB	Nil	At Call
<b>Term Deposits</b>							
Municipal Investment - Term Deposit		1,380,038		1,380,038	NAB	2.40%	28-Jun-19
<b>Total</b>	<b>382,597</b>	<b>1,380,038</b>	<b>46,941</b>	<b>1,809,576</b>			

**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**

**\$1.81 M**

**Unrestricted**

**\$0.38 M**

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 30 JUNE 2019**

**OPERATING ACTIVITIES  
NOTE 4  
RECEIVABLES**

Rates Receivable	30 June 2018	30 June 2019
	\$	\$
Opening Arrears Previous Years	43,311	67,044
Levied this year	2,469,127	2,542,892
Less Collections to date	(2,445,394)	(2,547,575)
Equals Current Outstanding	<b>67,044</b>	<b>62,361</b>
<b>Net Rates Collectable</b>	<b>67,044</b>	<b>62,361</b>
% Collected	0.00%	0.00%

Receivables - General	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$
Receivables - General	1,004,874	5,352	885	26,992	1,038,103
Percentage	97%	1%	0%	3%	
<b>Balance per Trial Balance</b>					
Sundry debtors					1,038,103
GST receivable					0
Loans receivable - clubs/institutions					18,758
Income in advance					0
Doubtful Debtors					(10,234)
					0
<b>Total Receivables General Outstanding</b>					<b>1,046,627</b>

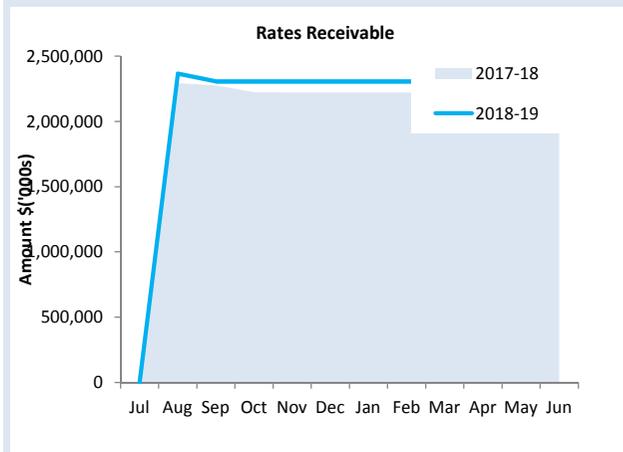
Amounts shown above include GST (where applicable)

**KEY INFORMATION**

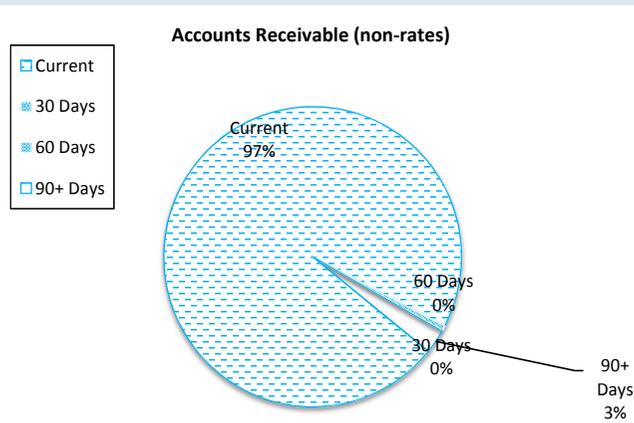
Trade and other receivables include amounts due from ratepayers for unpaid rates and service charges and other amounts due from third parties for goods sold and services performed in the ordinary course of business.

**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
<b>0%</b>	<b>\$62,361</b>



<b>Debtors Due</b>
<b>\$1,046,627</b>
<b>Over 30 Days</b>
<b>3%</b>
<b>Over 90 Days</b>
<b>3%</b>

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 30 JUNE 2019**

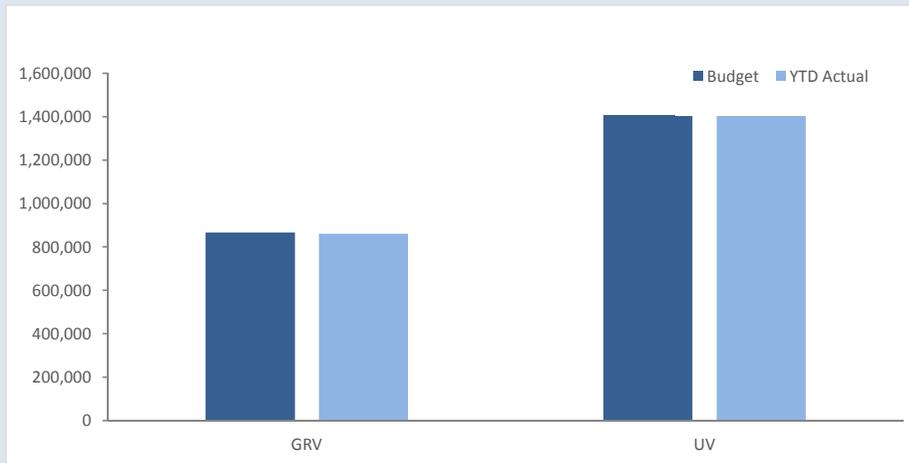
**OPERATING ACTIVITIES  
NOTE 5  
RATE REVENUE**

General Rate Revenue	Budget							YTD Actual			
	Rate in	Number of Properties	Rateable Value	Rate Revenue	Interim Rate	Back Rate	Total Revenue	Rate Revenue	Interim Rates	Back Rates	Total Revenue
<b>RATE TYPE</b>	\$			\$	\$	\$	\$	\$	\$	\$	\$
<b>Differential General Rate</b>											
GRV	0.108072	746	7,960,431	860,300	4,000	1,500	865,800	860,300	-165	156	860,290
UV	0.007450	331	188,433,500	1,403,830	3,000	0	1,406,830	1,403,830	667	0	1,404,497
	Minimum \$										
GRV	560	148	280,079	82,880	0	0	82,880	82,880	0	0	82,880
UV	560	53	2,675,409	29,680	0	0	29,680	29,680	0	0	29,680
<b>Sub-Totals</b>		<b>1,278</b>	<b>199,349,419</b>	<b>2,376,690</b>	<b>7,000</b>	<b>1,500</b>	<b>2,385,190</b>	<b>2,376,689</b>	<b>502</b>	<b>156</b>	<b>2,377,347</b>
Discount							(85,000)				(84,678)
<b>Amount from General Rates</b>							<b>2,300,190</b>				<b>2,292,669</b>
Ex-Gratia Rates							12,151				12,150
<b>Total General Rates</b>							<b>2,312,341</b>				<b>2,304,819</b>

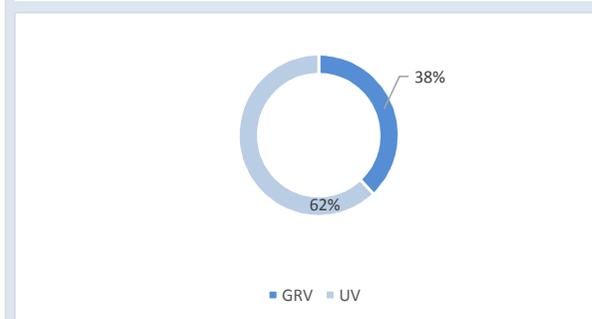
**SIGNIFICANT ACCOUNTING POLICIES**

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	%
<b>\$2.3 M</b>	<b>\$2.29 M</b>	<b>100%</b>

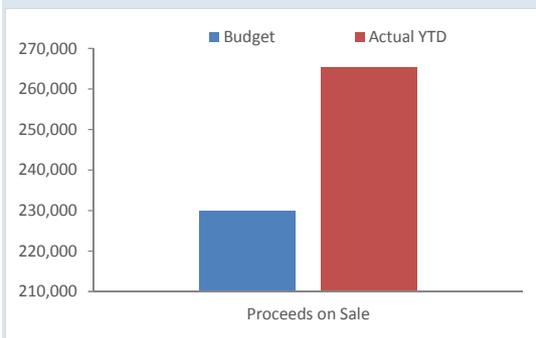


**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 30 JUNE 2019**

**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)
		\$	\$	\$	\$	\$	\$	\$	\$
P02	Deputy CEO Vehicle	12,453	27,000	14,547		16,650	27,273	10,623	
P08	EHO Vehicle	23,668	23,000		(668)	27,683	20,213		(7,470)
P12	Komatsu Grader	97,447	120,000	22,553		96,343	140,000	43,657	
P40	Isuzu Truck 13t	59,967	60,000	33		57,995	77,919	19,924	
		<b>193,535</b>	<b>230,000</b>	<b>37,133</b>	<b>(668)</b>	<b>198,671</b>	<b>265,405</b>	<b>74,205</b>	<b>(7,470)</b>

**KEY INFORMATION**



Proceeds on Sale		
Budget	YTD Actual	%
<b>\$230,000</b>	<b>\$265,405</b>	<b>115%</b>

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 30 JUNE 2019**

**INVESTING ACTIVITIES  
NOTE 7  
CAPITAL ACQUISITIONS**

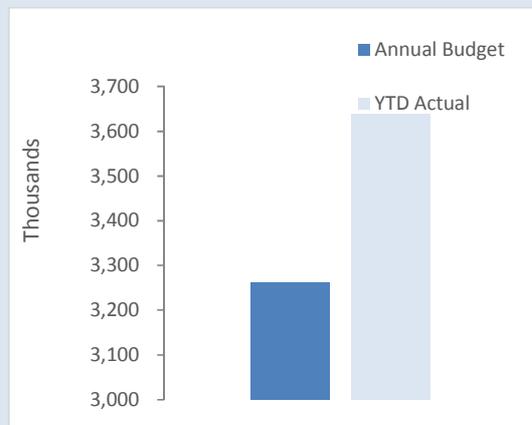
Capital Acquisitions	Annual Budget	YTD Budget	YTD Actual Total	YTD Budget Variance
	\$	\$	\$	\$
Land	40,000	40,000	0	40,000
Buildings	75,000	75,000	52,790	22,210
Plant & Equipment	619,000	619,000	610,665	8,335
Furniture & Equipment	66,450	66,450	13,817	52,633
Infrastructure - Roads	2,131,043	2,131,043	2,720,926	(589,883)
Footpaths	60,000	60,000	0	60,000
Infrastructure - Other	270,000	270,000	240,788	29,212
<b>Capital Expenditure Totals</b>	<b>3,261,493</b>	<b>3,261,493</b>	<b>3,638,986</b>	<b>(377,493)</b>
<b>Capital Acquisitions Funded By:</b>				
	\$	\$	\$	\$
Capital grants and contributions	1,582,821	1,572,821	2,340,432	(767,611)
Other (Disposals & C/Fwd)	230,000	230,000	265,405	(35,405)
Cash Backed Reserves				0
Recreation Development Reserve	15,000	0	15,000	(15,000)
Electronic Sign Reserve	10,250	0	0	0
Recreation Centre Equipment Reserve	4,000	0	4,000	(4,000)
Plant Replacement Reserve	90,000	0	90,000	(90,000)
Aerodrome Maintenance & Development Reserve	10,000	0	0	0
Refuse Waste Management Reserve	30,000	0	30,000	(30,000)
Land Development Reserve	40,000	0	40,000	(40,000)
Contribution - operations	1,249,422	1,458,672	854,149	604,523
<b>Capital Funding Total</b>	<b>3,261,493</b>	<b>3,261,493</b>	<b>3,638,986</b>	<b>(377,493)</b>

**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.

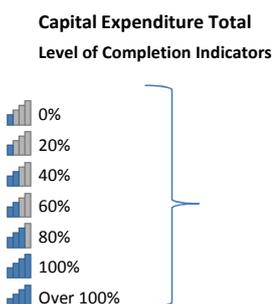
**KEY INFORMATION**



Acquisitions	Annual Budget	YTD Actual	% Spent
	<b>\$3.26 M</b>	<b>\$3.64 M</b>	<b>112%</b>
Capital Grant	Annual Budget	YTD Actual	% Received
	<b>\$1.58 M</b>	<b>\$2.34 M</b>	<b>148%</b>

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 30 JUNE 2019**

**INVESTING ACTIVITIES  
NOTE 7  
CAPITAL ACQUISITIONS (CONTINUED)**



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

% of  
Completion # Level of completion indicator, please see table at the end of this note for further

	Account Number	Annual Budget	YTD Budget	YTD Actual	YTD Variance
<b>Capital Expenditure</b>					
<b>Land</b>					
0.00	Town Centre Development	E167784	(40,000)	(40,000)	0
			(40,000)	(40,000)	0
<b>Buildings</b>					
0.80	Medical Centre Upgrades	E167702	(20,000)	(20,000)	(16,080)
0.66	Solar Panels - Various Buildings	E167430	(35,000)	(35,000)	(22,953)
0.69	Depot - Amenity Room Upgrades	E167458	(20,000)	(20,000)	(13,757)
			(75,000)	(75,000)	(52,790)
					22,210
<b>Plant &amp; Equipment</b>					
1.00	Deputy CEO Vehicle (P02)	E167746	(43,000)	(43,000)	(43,182)
0.73	EHO/BS Vehicle (P08)	E167747	(43,000)	(43,000)	(31,570)
0.98	Komatsu Grader (P12)	PE1901	(350,000)	(350,000)	(342,500)
1.08	Isuzu Truck 13t (P40)	PE1902	(173,000)	(173,000)	(186,140)
0.73	Slasher for Bobcat	PE1903	(10,000)	(10,000)	(7,273)
			(619,000)	(619,000)	(610,665)
					8,335
<b>Furniture &amp; Equipment</b>					
1.38	IT Upgrade Project	E167742	(10,000)	(10,000)	(13,817)
0.00	Electronic Advertising Sign	E167278	(40,250)	(40,250)	0
0.00	Rec Centre - Commercial Exhaust Hood	FE1901	(8,000)	(8,000)	0
0.00	Wetlands Park - Playground Equipment	FE1902	(8,200)	(8,200)	0
			(66,450)	(66,450)	(13,817)
					52,633
<b>Infrastructure - Roads</b>					
0.95	Capital Works Program	E167103	(1,117,083)	(1,117,083)	(1,057,012)
1.64	WANDRRA Capital Works	E147125	(1,013,960)	(1,013,960)	(1,663,914)
			(2,131,043)	(2,131,043)	(2,720,926)
					(589,883)
<b>Footpaths</b>					
0.00	Footpath Program	E167124	(60,000)	(60,000)	0
			(60,000)	(60,000)	0
					60,000
<b>Infrastructure - Other</b>					
0.87	Cemetery Upgrade	E167191	(63,000)	(63,000)	(54,575)
0.95	Refuse Site - Storage Shed, Cardboard & Skip Bins	E167753	(30,000)	(30,000)	(28,570)
1.34	Sportsground Oval - Reticulation	E167758	(50,000)	(50,000)	(66,860)
0.14	Airport Development	IO1901	(40,000)	(40,000)	(5,723)
0.99	Airport - Reseal Taxiway	IO1902	(15,000)	(15,000)	(14,776)
0.98	Townscape	E167136	(72,000)	(72,000)	(70,284)
			(270,000)	(270,000)	(240,788)
					29,212
			(3,261,493)	(3,261,493)	(3,638,986)
					(377,493)

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 30 JUNE 2019**

**FINANCING ACTIVITIES  
NOTE 8  
BORROWINGS**

Information on Borrowings Particulars	30 Jun 2018	New Loans		Principal Repayments		Principal Outstanding		Interest Repayments	
		Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget
	\$	\$	\$	\$	\$	\$	\$	\$	\$
<b>Recreation and Culture</b>									
Loan 131 - Recreation Centre Development	67,982	0	0	8,738	8,738	59,244	59,244	4,207	4,207
Loan 139 - Swimming Pool Redevelopment	239,319	0	0	12,035	12,035	227,284	227,284	11,906	12,001
<b>Other Property and Services</b>									
Loan 137 - Staff Housing	180,880	0	0	12,342	12,342	168,538	168,538	10,565	10,552
Loan 138 - Doctor Housing	96,812	0	0	9,653	9,653	87,159	87,159	5,800	5,921
	584,993	0	0	42,768	42,768	542,225	542,225	32,478	32,681
<b>Self supporting loans</b>									
<b>Recreation and Culture</b>									
Loan 141 - Wagin Ag Society (SSL)	173,708	0	0	18,201	18,201	155,507	155,507	5,094	5,143
	173,708	0	0	18,201	18,201	155,507	155,507	5,094	5,143
<b>Total</b>	<b>758,701</b>	<b>0</b>	<b>0</b>	<b>60,969</b>	<b>60,969</b>	<b>697,732</b>	<b>697,732</b>	<b>37,572</b>	<b>37,824</b>

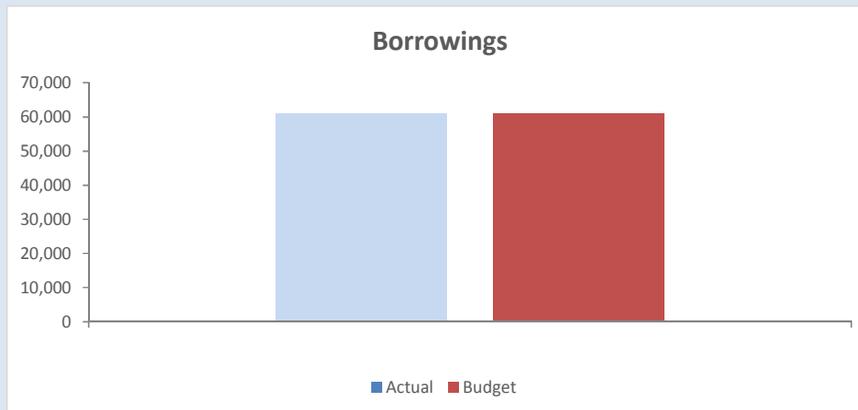
All debenture repayments were financed by general purpose revenue.

**SIGNIFICANT ACCOUNTING POLICIES**

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.

**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.



<b>Principal Repayments</b>	<b>\$60,969</b>
<b>Interest Earned</b>	<b>\$51,884</b>
<b>Interest Expense</b>	<b>\$37,572</b>
<b>Reserves Bal</b>	<b>\$1.38 M</b>
<b>Loans Due</b>	<b>\$.7 M</b>

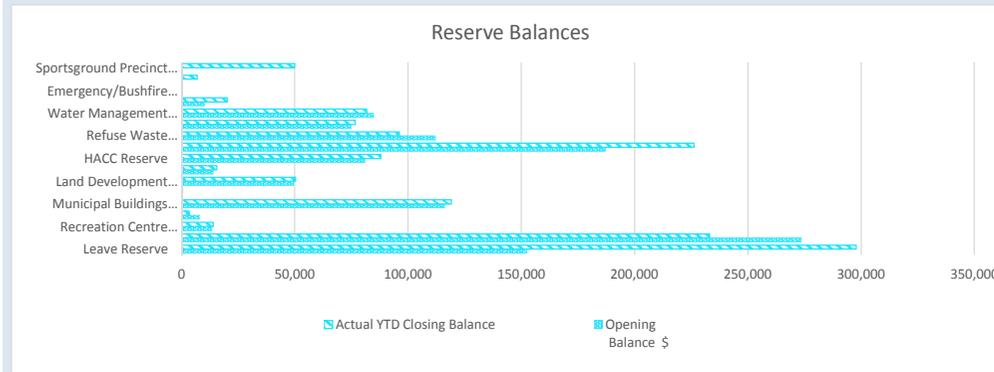
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 30 JUNE 2019

FINANCING ACTIVITIES  
NOTE 9  
RESERVES

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	152,499	3,812	3,799	0	141,558	0	0	156,311	297,855
Plant Replacement Reserve	273,536	7,338	5,798	0	43,740	(90,000)	(90,000)	190,874	233,074
Recreation Centre Equipment Reserve	13,389	335	288	1,800	4,400	(4,000)	(4,000)	11,524	14,078
Aerodrome Maintenance & Development Reserve	7,988	200	199	5,200	5,200	(10,000)	(10,000)	3,388	3,387
Municipal Buildings Reserve	116,210	2,905	2,895	0	0	0	0	119,115	119,105
Admin Centre Furniture, Equipment & IT Reserve	494	0	12	0	0	0	0	494	506
Land Development Reserve	49,515	1,238	782	0	40,000	(40,000)	(40,000)	10,753	50,296
Community Bus Reserve	14,075	413	351	0	1,167	0	0	14,488	15,592
HACC Reserve	81,013	3,495	2,018	0	5,000	0	0	84,508	88,031
Recreation Development Reserve	187,019	4,675	4,264	70,000	70,000	(35,000)	(35,000)	226,694	226,283
Refuse Waste Management Reserve	112,034	2,301	2,452	51,058	11,658	(30,000)	(30,000)	135,393	96,144
Refuse Site Rehabilitation Reserve	74,885	1,872	1,865	21,059	0	0	0	97,816	76,750
Water Management Reserve	84,718	2,118	2,054	0	0	(5,000)	(5,000)	81,836	81,772
Electronic Sign Reserve	10,000	250	249	0	20,250	(10,250)	(10,250)	0	20,249
Emergency/Bushfire Control Reserve	0	0	0	50,000	0	0	0	50,000	0
Community Gym Reserve	0	0	0	2,000	6,914	0	0	2,000	6,914
Sportsground Precinct Redevelopment Reserve	0	0	0	50,000	50,000	0	0	50,000	50,000
	<b>1,177,376</b>	<b>30,952</b>	<b>27,026</b>	<b>251,117</b>	<b>399,886</b>	<b>(224,250)</b>	<b>(224,250)</b>	<b>1,235,195</b>	<b>1,380,038</b>

KEY INFORMATION



NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 30 JUNE 2019

NOTE 10  
GRANTS AND CONTRIBUTIONS

## Grants and Contributions

	Annual Budget	YTD Budget	YTD Actual	YTD Variance
<b>Operating grants, subsidies and contributions</b>				
<b>General Purpose Funding</b>				
Grants Commission - General	420,780	420,780	903,118	482,338
Grants Commission - Roads	211,141	211,141	500,584	289,443
<b>Governance</b>				
Youth Development Trainee	20,000	20,000	0	(20,000)
<b>Law, Order and Public Safety</b>				
DFES Grant - Operating Bush Fire Brigade	59,000	59,000	59,788	788
DFES Grant - Bushfire Mitigation Activity Fund (MAF)	0	0	129,426	129,426
DFES Grant - All West Australians Reducing Emergencies (AWARE)	0	0	3,800	3,800
DFES Grant - Operating SES	26,934	26,934	26,758	(177)
<b>Education and Welfare</b>				
HACC Recurrent Grant	338,606	338,606	316,410	(22,196)
<b>Recreation and Culture</b>				
Thank A Volunteer Grant	1,000	1,000	800	(200)
Lotterywest - Wagin Street Carnival	0	0	7,217	7,217
Mental Health Week Grant Funding	0	0	700	700
<b>Transport</b>				
Direct Road Grants	68,247	68,247	110,921	42,674
Regional Airports Development Scheme (RADs)	10,589	10,589	10,522	(67)
<b>Operating grants, subsidies and contributions Total</b>	<b>1,156,297</b>	<b>1,156,297</b>	<b>2,070,044</b>	<b>913,747</b>
<b>Non-operating grants, subsidies and contributions</b>				
<b>Community Amenities</b>				
Contributions to Cemetery Upgrade	8,000	8,000	0	(8,000)
<b>Recreation and Culture</b>				
Public Open Space Funds for Playground Equipment	8,200	8,200	0	(8,200)
Electronic Sign Contributions	20,000	20,000	1,000	(19,000)
<b>Transport</b>				
Road Project Grants	300,605	300,605	307,605	7,000
Main Roads Bridge Grant	0	0	136,068	136,068
Roads To Recovery Grant	222,056	222,056	222,056	0
WANDRRA Storm Damage	1,013,960	1,013,960	1,673,703	659,743
<b>Non-operating grants, subsidies and contributions Total</b>	<b>1,572,821</b>	<b>1,572,821</b>	<b>2,340,432</b>	<b>767,611</b>
<b>Grand Total</b>	<b>2,729,118</b>	<b>2,729,118</b>	<b>4,410,476</b>	<b>1,681,358</b>

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 30 JUNE 2019**

**NOTE 11  
TRUST FUND**

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

Description	Opening Balance 01 Jul 2018	Amount Received	Amount Paid	Closing Balance 30 Jun 2019
	\$	\$	\$	\$
Deposits - Town Hall	800	300	0	1,100
Deposits - Community Bus	900	1,800	(1,500)	1,200
Deposits - Rec Ctr & EFP	2,962	2,100	(2,700)	2,362
Deposits - Animal Trap	0	100	(100)	0
BCITF	0	560	(560)	0
Deposit - Community Gym Key	2,190	2,130	(1,320)	3,000
Building Services Levy	0	1,749	(1,749)	0
Nomination Deposits	160	0	0	160
Pre-Paid Rates	0	0	0	0
Other Deposits	3,679	3,150	(150)	6,679
Unclaimed Monies	1,733	0	0	1,733
Transport Licensing	14,862	10,427	(14,862)	10,427
Bank Charges	0	0	0	0
Banking Errors	0	0	0	0
Deposit - Refuse Site Key	20	0	0	20
In Lieu of Public Open Space	8,200	0	0	8,200
Staff Christmas Fund	9,030	12,700	(17,670)	4,060
Cemetery Shelter Contributions	8,000	0	0	8,000
	<b>52,536</b>	<b>35,016</b>	<b>(40,611)</b>	<b>46,941</b>

**SHIRE OF WAGIN**  
**STATEMENT OF OPERATING INCOME AND EXPENDITURE**  
**FOR THE PERIOD ENDED 30 JUNE 2019**

COA	Description	Type	Annual Budget	YTD Budget	YTD Actual
<b>General Purpose Funding</b>					
<b>Rate Revenue</b>					
I031005	GRV	Inc	860,300	860,300	<b>860,300</b>
I031010	GRV Minimums	Inc	82,880	82,880	<b>82,880</b>
I031015	UV	Inc	1,403,830	1,403,830	<b>1,403,830</b>
I031020	UV Minimums	Inc	29,680	29,680	<b>29,680</b>
I031025	GRV Interim Rates	Inc	4,000	4,000	<b>(165)</b>
I031030	UV Interim Rates	Inc	3,000	3,000	<b>667</b>
I031035	Back Rates	Inc	1,500	1,500	<b>156</b>
I031040	Ex-Gratia Rates (CBH)	Inc	12,151	12,151	<b>12,150</b>
I031045	Discount Allowed	Inc	(85,000)	(85,000)	<b>(84,678)</b>
I031050	Instalment Admin Charge	Inc	10,000	10,000	<b>7,599</b>
I031055	Account Enquiry Fee	Inc	4,000	4,000	<b>1,815</b>
I031060	(Rate Write Offs)	Inc	(5,000)	(5,000)	<b>(10,037)</b>
I031065	Penalty Interest	Inc	10,000	10,000	<b>11,503</b>
I031070	Emergency Services Levy	Inc	111,107	111,107	<b>110,943</b>
I031075	ESL Penalty Interest	Inc	500	500	<b>612</b>
I031090	Rate Legal Charges	Inc	10,000	10,000	<b>5,435</b>
			<b>2,452,948</b>	<b>2,452,948</b>	<b>2,432,690</b>
E031005	Valuation Expenses	Exp	(12,000)	(12,000)	<b>(8,269)</b>
E031010	Legal Costs/Expenses	Exp	(500)	(500)	<b>(3,121)</b>
E031015	Title Searches	Exp	(1,000)	(1,000)	<b>(316)</b>
E031020	Rate Recovery Expenses	Exp	(10,000)	(10,000)	<b>(9,999)</b>
E031025	Printing Stationery Postage	Exp	(2,500)	(2,500)	<b>(1,883)</b>
E031030	Emergency Services Levy	Exp	(111,107)	(111,107)	<b>(111,011)</b>
E031040	Rate Refunds	Exp	(1,500)	(1,500)	<b>0</b>
E031041	Rates & Rubbish Waivers/Concessions	Exp	(2,858)	(2,858)	<b>(2,762)</b>
E031100	Administration Allocated	Exp	(91,316)	(91,316)	<b>(91,316)</b>
			<b>(232,781)</b>	<b>(232,781)</b>	<b>(228,677)</b>
<b>Other General Purpose Funding</b>					
I032005	Grants Commission General	Inc	420,780	420,780	<b>903,118</b>
I032010	Grants Commission Roads	Inc	211,141	211,141	<b>500,584</b>
I032020	Administration Rental	Inc	36,000	36,000	<b>36,000</b>
I032025	Photocopies, Publications, PA & Projector Hire	Inc	1,500	1,500	<b>860</b>
I032030	Reimbursements	Inc	100	100	<b>0</b>
I032035	SS Loans Interest & GFee Reimb.	Inc	6,343	6,343	<b>6,317</b>
I032040	Bank Interest	Inc	10,000	10,000	<b>14,069</b>
I032045	Reserves Interest	Inc	30,952	30,952	<b>27,026</b>
I032055	Commissions & Recoups	Inc	700	700	<b>381</b>
			<b>717,516</b>	<b>717,516</b>	<b>1,488,355</b>
E032005	Bank Fees and Charges	Exp	(13,000)	(13,000)	<b>(10,735)</b>
E032015	Interest on Loans	Exp	(37,824)	(37,824)	<b>(37,572)</b>
E032030	Audit Fees & Other Services	Exp	(15,000)	(15,000)	<b>(7,002)</b>
E032035	Administration Allocated	Exp	(105,014)	(105,014)	<b>(105,014)</b>
			<b>(170,838)</b>	<b>(170,838)</b>	<b>(160,323)</b>
<b>Total General Purpose Income</b>			<b>3,170,464</b>	<b>3,170,464</b>	<b>3,921,044</b>
<b>Total General Purpose Expenditure</b>			<b>(403,619)</b>	<b>(403,619)</b>	<b>(389,000)</b>
<b>Governance</b>					



COA	Description	Type	Annual Budget	YTD Budget	YTD Actual
<b>Members of Council</b>					
I041020	Other Income Relating to Members	Inc	1,000	1,000	<b>1,036</b>
			1,000	1,000	<b>1,036</b>
E041005	Sitting Fees	Exp	(18,750)	(18,750)	<b>(17,500)</b>
E041010	Training	Exp	(2,000)	(2,000)	<b>(355)</b>
E041015	Members Travelling	Exp	(2,000)	(2,000)	<b>(479)</b>
E041025	Election Expenses	Exp	(1,500)	(1,500)	<b>(49)</b>
E041030	Other Expenses	Exp	(5,000)	(5,000)	<b>(4,595)</b>
E041035	Conference Expenses	Exp	(12,000)	(12,000)	<b>(12,974)</b>
E041040	Presidents Allowance	Exp	(12,000)	(12,000)	<b>(12,000)</b>
E041045	Deputy Presidents Allowance	Exp	(3,000)	(3,000)	<b>(3,000)</b>
E041055	Refreshments and Receptions	Exp	(14,000)	(14,000)	<b>(12,907)</b>
E041060	Presentations	Exp	(2,000)	(2,000)	<b>(3,187)</b>
E041065	Insurance	Exp	(9,413)	(9,413)	<b>(9,413)</b>
E041070	Public Relations	Exp	(500)	(500)	<b>(311)</b>
E041075	Subscriptions	Exp	(25,000)	(25,000)	<b>(24,832)</b>
E041100	Administration Allocated	Exp	(100,605)	(100,605)	<b>(100,605)</b>
			(207,768)	(207,768)	<b>(202,207)</b>
<b>Other Governance</b>					
I042030	Profit on Sale of Asset	Inc	14,547	14,547	<b>10,623</b>
I042045	Admin Reimbursements	Inc	25,000	25,000	<b>6,351</b>
			39,547	39,547	<b>16,974</b>
E042005	Administration Salaries	Exp	(664,702)	(664,702)	<b>(649,730)</b>
E042008	Admin Leave/Wages Liability	Exp	0	0	<b>(11,564)</b>
E042010	Administration Superannuation	Exp	(76,294)	(76,294)	<b>(73,533)</b>
E042011	Loyalty Allowance	Exp	(6,647)	(6,647)	<b>(6,155)</b>
E042012	Housing Allowance Admin	Exp	(16,840)	(16,840)	<b>(16,817)</b>
E042015	Insurance	Exp	(23,036)	(23,036)	<b>(23,036)</b>
E042020	Staff Training	Exp	(16,000)	(16,000)	<b>(11,785)</b>
E042030	Printing & Stationery	Exp	(26,000)	(26,000)	<b>(25,012)</b>
E042035	Phone, Fax & Modem	Exp	(14,000)	(14,000)	<b>(9,517)</b>
E042040	Office Maintenance	Exp	(52,797)	(52,797)	<b>(49,171)</b>
E042045	Advertising	Exp	(8,000)	(8,000)	<b>(7,319)</b>
E042050	Office Equipment Maintenance	Exp	(3,000)	(3,000)	<b>(3,086)</b>
E042055	Postage & Freight	Exp	(4,000)	(4,000)	<b>(3,635)</b>
E042060	Vehicle Running Expenses	Exp	(7,000)	(7,000)	<b>(8,171)</b>
E042065	Legal Expenses	Exp	(3,000)	(3,000)	<b>(2,076)</b>
E042070	Garden Expenses	Exp	(8,000)	(8,000)	<b>(13,410)</b>
E042075	Conference & Training	Exp	(12,000)	(12,000)	<b>(9,313)</b>
E042080	Computer Support	Exp	(70,000)	(70,000)	<b>(77,952)</b>
E042085	Other Expenses	Exp	(1,000)	(1,000)	<b>(1,694)</b>
E042090	Administration Allocated	Exp	(198,399)	(198,399)	<b>(198,399)</b>
E042095	Fringe Benefits Tax	Exp	(12,000)	(12,000)	<b>(14,485)</b>
E042100	Staff Uniforms	Exp	(4,000)	(4,000)	<b>(4,140)</b>
E042120	Depreciation - Other Governance	Exp	(60,000)	(60,000)	<b>(66,749)</b>
E042125	Less Administration Allocated	Exp	1,117,816	1,117,816	<b>1,117,816</b>
E042155	Lease of Photocopier	Exp	(2,500)	(2,500)	<b>(2,424)</b>
			(171,399)	(171,399)	<b>(171,357)</b>
<b>Total Governance Income</b>			40,547	40,547	<b>18,010</b>
<b>Total Governance Expenditure</b>			(379,167)	(379,167)	<b>(373,562)</b>
<b>Law, Order &amp; Public Safety</b>					
<b>Fire Prevention</b>					
I051010	BFB Operating Grant	Inc	59,000	59,000	<b>59,788</b>
I051015	Sale of Fire Maps	Inc	300	300	<b>136</b>



COA	Description	Type	Annual Budget	YTD Budget	YTD Actual
I051025	Reimbursements	Inc	12,000	12,000	16,103
I051030	Bush Fire Infringements	Inc	1,500	1,500	1,128
I051035	ESL Admin Fee	Inc	4,000	4,000	4,000
I051070	Other Bushfire Grants Income	Inc	0	0	133,226
I051075	SES Operating Grant	Inc	26,934	26,934	26,758
			103,734	103,734	241,139
E051005	BFB Operation Expenditure	Exp	(59,000)	(59,000)	(59,240)
E051010	Communication Mtce	Exp	(4,000)	(4,000)	(3,227)
E051015	Advertising & Other Expenses	Exp	(4,000)	(4,000)	(1,935)
E051020	Fire Fighting/Emergency Services Expenses	Exp	(4,000)	(4,000)	(1,717)
E051025	Town Block Burn Off	Exp	(5,000)	(5,000)	(7,840)
E051040	Other Bushfire Grants Expenditure	Exp	(2,464)	(2,464)	(136,473)
E051060	SES Operation Expenditure	Exp	(26,990)	(26,990)	(28,501)
E051100	Administration Allocated	Exp	(58,433)	(58,433)	(58,433)
E051190	Depreciation - Fire Prevention	Exp	(24,000)	(24,000)	(24,522)
			(187,887)	(187,887)	(321,888)
	<b>Animal Control</b>				
I052005	Dog Fines and Fees	Inc	7,500	7,500	5,105
I052006	Cat Fines and Fees	Inc	300	300	0
I052010	Hire of Animal Traps	Inc	50	50	55
I052015	Dog Registration	Inc	8,000	8,000	7,061
I052016	Cat Registration	Inc	1,000	1,000	486
I052020	Reimbursements	Inc	500	500	0
			17,350	17,350	12,707
E052005	Ranger Salary	Exp	(9,000)	(9,000)	(11,588)
E052007	Ranger Telephone	Exp	(1,200)	(1,200)	(982)
E052010	Pound Maintenance	Exp	(1,042)	(1,042)	(542)
E052015	Dog Control Insurance	Exp	(657)	(657)	(657)
E052020	Legal Fees	Exp	(500)	(500)	0
E052025	Training & Conference	Exp	(2,000)	(2,000)	0
E052030	Ranger Services Other	Exp	(30,000)	(30,000)	(35,198)
E052035	Administration Allocated	Exp	(25,781)	(25,781)	(25,781)
E052190	Depreciation - Animal Control	Exp	(1,600)	(1,600)	(1,644)
			(71,780)	(71,780)	(76,392)
	<b>Other Law, Order &amp; Public Safety</b>				
I053005	Abandoned Vehicles/Fines	Inc	50	50	0
I053040	Safer Wagin Income	Inc	15,000	15,000	10,293
			15,050	15,050	10,293
E053005	Abandoned Vehicles	Exp	(800)	(800)	0
E053010	Emergency Services	Exp	0	0	(92)
E053040	Safer Wagin Expenditure	Exp	(500)	(500)	(364)
E053045	CCTV & Security	Exp	(14,500)	(14,500)	(6,013)
E053055	Mosquito Control	Exp	(12,000)	(12,000)	(9,956)
			(27,800)	(27,800)	(16,425)
	<b>Total Law, Order &amp; Public Safety Income</b>		136,134	136,134	264,138
	<b>Total Law, Order &amp; Public Safety Expenditure</b>		(287,467)	(287,467)	(414,704)
	<b>Health</b>				
	<b>Maternal &amp; Infant Health</b>				
E071005	Medical Centre Mtce - Infant Health Centre	Exp	(11,839)	(11,839)	(6,390)
			(11,839)	(11,839)	(6,390)
	<b>Preventative Services - Admin &amp; Inspections</b>				

COA	Description	Type	Annual Budget	YTD Budget	YTD Actual
I074005	Food Licences & Fees	Inc	1,300	1,300	568
I074015	Contrib. Regional Health Scheme	Inc	62,000	62,000	53,931
			63,300	63,300	54,499
E074005	EHO Salary	Exp	(99,290)	(99,290)	(97,532)
E074008	EHO Leave/Wages Liability	Exp	0	0	2,145
E074010	EHO Superannuation	Exp	(9,645)	(9,645)	(8,890)
E074015	Other Control Expenses	Exp	(10,000)	(10,000)	(11,828)
E074020	EHO/Building Surveyor Vehicle Expenses	Exp	(8,000)	(8,000)	(5,097)
E074030	Conferences & Training	Exp	(3,000)	(3,000)	(4,117)
E074035	Loss on Sale of Asset	Exp	(668)	(668)	(7,470)
E074100	Administration Allocated	Exp	(27,329)	(27,329)	(27,329)
E074190	Depreciation - Prevent Services	Exp	(5,000)	(5,000)	(5,903)
			(162,932)	(162,932)	(166,021)
	<b>Other Health</b>				
I076010	Rent - Medical Centre-Dentist	Inc	4,188	4,188	3,807
I076015	Reimbursements - IPN Medical	Inc	1,000	1,000	1,291
I076020	Meeting Room Fees	Inc	2,500	2,500	3,111
I076040	Reimbursements - Dr Norris	Inc	500	500	638
			8,188	8,188	8,847
E076020	Medical Centre Mtce - Dr & Dentist Surgery	Exp	(11,549)	(11,549)	(8,031)
E076025	Depreciation - Other Health	Exp	(20,000)	(20,000)	(20,694)
E076030	Doctors Vehicle Mtce	Exp	(2,500)	(2,500)	(2,630)
E076040	IPN Medical Services	Exp	(46,665)	(46,665)	(46,665)
			(80,714)	(80,714)	(78,020)
	<b>Health - Preventative Services</b>				
E077010	Analytical Expenses	Exp	(460)	(460)	(459)
			(460)	(460)	(459)
	<b>Total Health Income</b>		71,488	71,488	63,346
	<b>Total Health Expenditure</b>		(255,945)	(255,945)	(250,892)
	<b>Education &amp; Welfare</b>				
	<b>Pre Schools</b>				
I083035	Day Care Lease	Exp	8,208	8,208	8,025
I083036	Day Care Reimbursements	Exp	5,000	5,000	2,260
			13,208	13,208	10,285
E080010	Kindegarten Maintenance (Daycare)	Exp	(10,970)	(10,970)	(14,842)
E080190	Depreciation - Pre-Schools	Exp	(5,000)	(5,000)	(5,409)
			(15,970)	(15,970)	(20,251)
	<b>Other Education</b>				
E081020	School Oval Mtce	Exp	0	0	0
E081030	Contribution - Wagin Youth Care	Exp	(2,200)	(2,200)	(2,200)
			(2,200)	(2,200)	(2,200)
	<b>HACC Program</b>				
I082010	HACC Recurrent Grant	Inc	338,606	338,606	316,410
I082015	Meals on Wheels	Inc	20,000	20,000	12,113
I082020	HACC Fee for Service	Inc	35,000	35,000	29,949
			393,606	393,606	358,472
E082010	Co-ordinator Salary	Exp	(65,000)	(65,000)	(71,276)
E082013	HACC Leave/Wages Liability	Exp	0	0	31,406
E082015	Home Mtce Salary	Exp	(21,000)	(21,000)	(19,596)



COA	Description	Type	Annual Budget	YTD Budget	YTD Actual
E082020	Respite Salaries	Exp	(1,200)	(1,200)	(85)
E082025	Home Help Salaries	Exp	(145,000)	(145,000)	(145,661)
E082030	Superannuation	Exp	(20,000)	(20,000)	(20,694)
E082035	Other Expenses	Exp	(3,000)	(3,000)	(6,449)
E082040	Travelling - Mileage	Exp	(18,000)	(18,000)	(19,905)
E082045	Staff Training	Exp	(2,000)	(2,000)	(2,080)
E082050	Staff Training Salaries	Exp	(3,000)	(3,000)	(3,963)
E082055	Subscriptions	Exp	(5,000)	(5,000)	(500)
E082060	Telephone & Postage	Exp	(3,000)	(3,000)	(3,777)
E082065	Advertising & Stationery	Exp	(500)	(500)	(487)
E082070	Insurance	Exp	(6,133)	(6,133)	(6,133)
E082075	Office Accommodation	Exp	(36,000)	(36,000)	(36,000)
E082080	Plant & Equipment Mtce	Exp	(9,000)	(9,000)	(10,784)
E082085	Consumable Supplies	Exp	(5,000)	(5,000)	(4,195)
E082090	Expenditure from Donations	Exp	(4,273)	(4,273)	(2,342)
E082100	Administration Allocated	Exp	(30,290)	(30,290)	(30,290)
E082110	Meals on Wheels Expenditure	Exp	(24,000)	(24,000)	(17,204)
E082130	HACC Growth Funding Expenditure	Exp	(22,500)	(22,500)	(13,255)
E082190	Depreciation - HACC	Exp	(12,000)	(12,000)	(25,368)
			(435,896)	(435,896)	(408,638)
<b>Other Welfare</b>					
I083010	Wagin Frail Aged Reimb	Inc	6,952	6,952	6,952
			6,952	6,952	6,952
E083010	Wagin Frail Aged Exp	Exp	(6,952)	(6,952)	(6,952)
E083020	Comm. Aged Care Expenses	Exp	(39,479)	(39,479)	(85)
			(46,431)	(46,431)	(7,037)
<b>Total Education &amp; Welfare Income</b>			413,766	413,766	375,710
<b>Total Education &amp; Welfare Expenditure</b>			(500,497)	(500,497)	(438,126)
<b>Community Amenities</b>					
<b>Sanitation - Household Refuse</b>					
I101005	Domestic Collection	Inc	240,400	240,400	238,073
I102020	Refuse Site Fees	Inc	20,000	20,000	17,923
			260,400	260,400	255,996
E101005	Domestic Refuse Collection	Exp	(76,733)	(76,733)	(54,759)
E101010	Recycling Pick-Up	Exp	(62,530)	(62,530)	(62,730)
E101015	Refuse Site Mtce	Exp	(111,520)	(111,520)	(146,863)
E101025	Refuse Site Attendant	Exp	0	0	(1,218)
			(250,783)	(250,783)	(265,570)
<b>Sanitation - Other</b>					
I102002	Commercial Collection Charges	Inc	64,000	64,000	64,000
I102005	Reimbursement Drummuster	Inc	4,000	4,000	0
I102010	Charges Bulk Rubbish	Inc	13,800	13,800	14,610
			81,800	81,800	78,610
E102005	Commercial Collection	Exp	0	0	(12,927)
E102010	Bulk Rubbish Collection	Exp	(13,800)	(13,800)	(14,918)
E101020	Chemical Drum Disposal Costs	Exp	(5,500)	(5,500)	0
E102190	Depreciation - Sanitation	Exp	(7,000)	(7,000)	(12,623)
			(26,300)	(26,300)	(40,468)
<b>Sewerage</b>					
I104005	Septic Tank Fees	Inc	500	500	215
			500	500	215

COA	Description	Type	Annual Budget	YTD Budget	YTD Actual
E104005	Sewerage Treatment Plant	Exp	(500)	(500)	(29)
			(500)	(500)	(29)
<b>Regional Refuse Group</b>					
E102007	Regional Refuse Group Expenses	Exp	0	0	0
			0	0	0
<b>Town Planning</b>					
I106005	Planning Fees	Inc	3,000	3,000	2,915
			3,000	3,000	2,915
E106005	Town Planning Expenses	Exp	(25,000)	(25,000)	(35,242)
E106100	Administration Allocated	Exp	(30,485)	(30,485)	(30,485)
			(55,485)	(55,485)	(65,727)
<b>Other Community Amenities</b>					
I107005	Cemetery Fees	Inc	15,000	15,000	8,800
I107010	Community Bus Income	Inc	4,000	4,000	3,441
I107025	Other Community Amenities Contributions	Inc	8,000	8,000	0
			27,000	27,000	12,241
E107005	Cemetery Mtce	Exp	(24,020)	(24,020)	(33,927)
E107010	Public Convenience Mtce	Exp	(56,965)	(56,965)	(61,625)
E107015	Community Bus Operating	Exp	(4,000)	(4,000)	(2,274)
E107100	Administration Allocated	Exp	(61,233)	(61,233)	(61,233)
E107190	Depreciation - Other Comm Amenities	Exp	(43,000)	(43,000)	(39,411)
			(189,218)	(189,218)	(198,470)
<b>Total Community Amenities Income</b>			372,700	372,700	349,976
<b>Total Community Amenities Expenditure</b>			(522,286)	(522,286)	(570,262)
<b>Recreation &amp; Culture</b>					
<b>Public Halls &amp; Civic Centres</b>					
I111005	Town Hall Hire	Inc	2,000	2,000	859
I111010	Reimbursements	Inc	100	100	0
I111015	Town Hall Lease -L Piesse	Inc	4,632	4,632	4,204
			6,732	6,732	5,063
E111005	Town Hall Mtce	Exp	(22,091)	(22,091)	(21,598)
E111010	Other Halls Mtce	Exp	(6,000)	(6,000)	(2,441)
E111190	Depreciation - Public Halls	Exp	(53,000)	(53,000)	(55,461)
			(81,091)	(81,091)	(79,500)
<b>Swimming Pool</b>					
I112010	Swimming Pool Admission	Inc	38,000	38,000	29,569
I112015	Swimming Pool Miscellaneous Income	Inc	100	100	136
I112020	Reimbursements	Inc	600	600	136
			38,700	38,700	29,841
E112005	Pool Staff Salary	Exp	(72,000)	(72,000)	(59,338)
E112008	Pool Leave/Wages Liability	exp	0	0	(5,038)
E112010	Superannuation	Exp	(6,200)	(6,200)	(5,039)
E112015	Swimming Pool Maintenance	Exp	(122,540)	(122,540)	(102,040)
E112020	Swimming Pool Other Expenses	Exp	(5,000)	(5,000)	(3,931)
E112190	Depreciation - Swimming Pools	Exp	(44,000)	(44,000)	(184,989)
			(249,740)	(249,740)	(360,375)
<b>Other Recreation &amp; Sport</b>					



COA	Description	Type	Annual Budget	YTD Budget	YTD Actual
I113005	Sportsground Rental	Inc	7,719	7,719	7,719
I113015	Power Reimbursements	Inc	7,000	7,000	4,976
I113020	Recreation Centre Hire	Inc	10,000	10,000	7,473
I113025	Reimbursements Other	Inc	100	100	827
I113030	Rec Centre Equipment Contributions	Inc	1,800	1,800	1,800
I113035	Sporting Club Leases	Inc	50	50	50
I113040	Other Recreation & Sport Contributions	Inc	8,200	8,200	0
I113055	Eric Farrow Pavillion Hire	Inc	3,000	3,000	1,005
I113065	Community Gym Membership	Inc	7,000	7,000	14,668
			44,869	44,869	38,518
E113005	Sportsground Mtce	Exp	(101,050)	(101,050)	(103,448)
E113010	Sportsground Building Mtce	Exp	(21,927)	(21,927)	(23,414)
E113015	Wetlands Park Mtce	Exp	(58,282)	(58,282)	(52,392)
E113020	Parks & Gardens Mtce	Exp	(53,542)	(53,542)	(58,083)
E113025	Puntapin Rock Mtce	Exp	(3,030)	(3,030)	(1,577)
E113030	Recreation Centre Mtce	Exp	(46,733)	(46,733)	(45,967)
E113035	Rec Staff Salaries	Exp	(20,000)	(20,000)	(22,041)
E113038	Rec Staff Leave/Wages Liability	Exp	0	0	2,501
E113040	Superannuation	Exp	(2,000)	(2,000)	(2,254)
E113045	Other Expenses	Exp	(2,000)	(2,000)	(939)
E113050	Norring Lake Mtce	Exp	(3,037)	(3,037)	(3,036)
E113065	Eric Farrow Pavilion Mtce	Exp	(20,277)	(20,277)	(19,694)
E113070	Rec Centre Sports Equipment	Exp	(3,500)	(3,500)	(2,910)
E113095	Community Gym Expenditure	Exp	(5,000)	(5,000)	(7,254)
E113100	Administration Allocated	Exp	(102,322)	(102,322)	(102,322)
E113190	Depreciation - Other Rec & Sport	Exp	(187,000)	(187,000)	(233,583)
			(629,700)	(629,700)	(676,413)
	<b>Library</b>				
I115005	Lost Books	Inc	50	50	0
I115010	Reimbursements	Inc	100	100	2,509
			150	150	2,509
E115005	Library Staff Salaries	Exp	(50,000)	(50,000)	(47,693)
E115008	Library Leave/Wages Liability	Exp	0	0	(867)
E115015	Library Building Mtce	Exp	(10,960)	(10,960)	(14,181)
E115020	Library Other Expenses	Exp	(7,560)	(7,560)	(6,760)
E115190	Depreciation - Libraries	Exp	(1,600)	(1,600)	(1,548)
			(70,120)	(70,120)	(71,049)
	<b>Other Culture</b>				
I116035	Long Table Experience Income	Inc	25,000	25,000	27,582
I119015	Contribution to Woolorama	Inc	1,000	1,000	1,000
I119020	Reimbursements	Inc	100	100	60
I119030	Community Events Income	Inc	20,000	20,000	2,364
I119031	Other Culture Grant Funds	Inc	1,000	1,000	8,717
			47,100	47,100	39,723
E116005	Subsidy Woolorama Committee	Exp	(500)	(500)	(500)
E116010	Woolorama Costs & Maintenance	Exp	(60,851)	(60,851)	(57,249)
E116015	Community Centre Mtce	Exp	(7,798)	(7,798)	(10,403)
E116020	Historical Village	Exp	(3,304)	(3,304)	(2,848)
E116035	Long Table Experience Expenditure	Exp	(25,000)	(25,000)	(27,421)
E116045	Community Development Events	Exp	(21,800)	(21,800)	(33,255)
E116046	Community Development Equipment Maintenance	Exp	(500)	(500)	0
E116055	Other Culture Grant Funds Exp	Exp	(2,500)	(2,500)	(3,300)
E116190	Depreciation - Other Culture	Exp	(110)	(110)	(3,293)
			(122,363)	(122,363)	(138,269)

COA	Description	Type	Annual Budget	YTD Budget	YTD Actual
<b>Total Recreation &amp; Culture Income</b>			137,551	137,551	115,654
<b>Total Recreation &amp; Culture Expenditure</b>			(1,153,014)	(1,153,014)	(1,325,606)
<b>Transport</b>					
<b>Streets Roads Bridges &amp; Depot Construction</b>					
I121005	Direct Road Grants	Inc	68,247	68,247	110,921
I121010	Road Project Grants	Inc	300,605	300,605	307,605
I121015	Roads to Recovery Grant	Inc	222,056	222,056	222,056
I121020	Reimbursements	Inc	0	0	782
I121025	Contribution - St Lighting	Inc	3,500	3,500	3,066
I121070	Main Roads Bridge Grant	Inc	0	0	136,068
I147125	Storm Damage Reimbursements	Inc	1,013,960	1,013,960	1,673,703
			1,608,368	1,608,368	2,454,201
<b>Streets Roads Bridges &amp; Depot Maintenance</b>					
I122055	Diesel Fuel Rebate Income	Inc	50,000	50,000	42,301
			50,000	50,000	42,301
E122005	Road Maintenance	Exp	(100,000)	(100,000)	(87,203)
E122006	Maintenance Grading	Exp	(150,000)	(150,000)	(154,949)
E122007	Rural Tree Pruning	Exp	(70,000)	(70,000)	(64,430)
E122008	Rural Spraying	Exp	(15,000)	(15,000)	(11,097)
E122009	Town Site Spraying	Exp	(30,000)	(30,000)	(27,536)
E122010	Depot Mtce	Exp	(22,277)	(22,277)	(28,968)
E122011	Town Reserve & Verg Mtce	Exp	(2,000)	(2,000)	(2,371)
E122012	Bridge & Drainage Mtce	Exp	(22,500)	(22,500)	(9,032)
E122015	Rural Numbering	Exp	(100)	(100)	(30)
E122025	Street Cleaning	Exp	(43,000)	(43,000)	(40,092)
E122030	Street Trees	Exp	(50,000)	(50,000)	(61,108)
E122035	Traffic & Street Signs Mtce	Exp	(7,000)	(7,000)	(3,634)
E122045	Townscape	Exp	(19,600)	(19,600)	(20,021)
E122050	Crossovers	Exp	(500)	(500)	(167)
E122055	RoMan Data Collection	Exp	(12,000)	(12,000)	(5,968)
E122060	Street Lighting	Exp	(67,721)	(67,721)	(65,781)
E122090	Graffiti Removal	Exp	(1,000)	(1,000)	0
E122100	Administration Allocated	Exp	(42,933)	(42,933)	(42,933)
E122190	Depreciation - Roads	Exp	(556,000)	(556,000)	(1,753,594)
E147120	Storm Damage - Not Claimable	Exp	0	0	(5,660)
			(1,211,631)	(1,211,631)	(2,384,574)
<b>Road Plant Purchases</b>					
I122100	Profit on Sale of Asset	Inc	22,586	22,586	63,582
			22,586	22,586	63,582
<b>Aerodrome</b>					
I126015	Aerodrome Reimbursements	Inc	10,689	10,689	10,572
I126020	Aerodrome Hangar Lease	Inc	6,516	6,516	8,204
			17,205	17,205	18,776
E126005	Aerodrome Maintenance	Exp	(7,143)	(7,143)	(10,491)
E126190	Depreciation - Aerodromes	Exp	(25,000)	(25,000)	(35,507)
			(32,143)	(32,143)	(45,998)
<b>Total Transport Income</b>			1,698,159	1,698,159	2,578,859
<b>Total Transport Expenditure</b>			(1,243,774)	(1,243,774)	(2,430,571)
<b>Economic Services</b>					
<b>Rural Services</b>					

COA	Description	Type	Annual Budget	YTD Budget	YTD Actual
I131020	Landcare Reimbursements	Inc	700	700	79,538
			700	700	79,538
E131020	Landcare	Exp	(25,700)	(25,700)	(104,538)
E131030	Rural Towns Program	Exp	(25,000)	(25,000)	(20,500)
E131100	Administration Allocated	Exp	(12,435)	(12,435)	(12,435)
E131140	Water Management Plan / Harvesting	Exp	(5,000)	(5,000)	(6,905)
E131190	Depreciation - Rural Services	Exp	(1,400)	(1,400)	(1,025)
			(69,535)	(69,535)	(145,403)
<b>Tourism &amp; Area Promotion</b>					
I132005	Caravan Park Fees	Inc	65,000	65,000	81,927
I132010	Reimbursements	Inc	1,000	1,000	69
I132015	RV Area Fees	Inc	8,000	8,000	14,170
I132035	Tourism Income	Inc	0	0	7,228
			74,000	74,000	103,394
E132015	Caravan Park Manager Salary	Exp	(21,917)	(21,917)	(25,343)
E132020	Caravan Park Mtce	Exp	(50,926)	(50,926)	(52,960)
E132023	Caravan Leave/Wages Liability	Exp	0	0	(185)
E132025	Subsidy Historic Village	Exp	(8,350)	(8,350)	(8,350)
E132035	RV Area Maintenance	Exp	0	0	(13,066)
E132040	Tourism Promotion & Subscripts	Exp	(15,000)	(15,000)	(8,331)
E132050	Administration Allocated	Exp	(55,994)	(55,994)	(55,994)
E132190	Depreciation - Tourism	Exp	(7,000)	(7,000)	(10,830)
			(159,187)	(159,187)	(175,059)
<b>Building Control</b>					
I133005	Building Licenses	Inc	8,000	8,000	3,181
			8,000	8,000	3,181
<b>Other Economic Services</b>					
I134005	Water Sales	Inc	7,000	7,000	8,270
			7,000	7,000	8,270
E134005	Water Supply - Standpipes	Exp	(12,000)	(12,000)	(13,883)
E134190	Depreciation - Other Economic Services	Exp	(1,600)	(1,600)	0
			(13,600)	(13,600)	(13,883)
<b>Total Economic Services Income</b>			89,700	89,700	194,383
<b>Total Economic Services Expenditure</b>			(242,322)	(242,322)	(334,345)
<b>Other Property &amp; Services</b>					
<b>Private Works</b>					
I141005	Private Works Income	Inc	50,000	50,000	15,008
			50,000	50,000	15,008
E141005	Private Works	Exp	(30,000)	(30,000)	(5,239)
E141100	Administration Allocated	Exp	(7,763)	(7,763)	(7,763)
			(37,763)	(37,763)	(13,002)
<b>Public Works Overheads</b>					
I143020	Reimbursements	Inc	100	100	1,217
			100	100	1,217
E143005	Engineering Salaries	Exp	(91,169)	(91,169)	(84,726)
E143007	Engineering Administration Salaries	Exp	(55,292)	(55,292)	(56,270)
E143008	Works Leave/Wages Liability	Exp	0	0	4,827
E143009	Housing Allowance Works	Exp	(18,000)	(18,000)	(16,390)

COA	Description	Type	Annual Budget	YTD Budget	YTD Actual
E143015	CEO's Salary Allocation	Exp	(52,675)	(52,675)	(54,246)
E143020	Engineering Superannuation	Exp	(93,196)	(93,196)	(87,181)
E143025	Engineering - Other Expenses	Exp	(3,000)	(3,000)	(6,056)
E143030	Sick Holiday & Allowances Pay	Exp	(170,000)	(170,000)	(179,658)
E143045	Insurance on Works	Exp	(30,281)	(30,281)	(29,076)
E143050	Protective Clothing	Exp	(9,000)	(9,000)	(4,534)
E143055	Fringe Benefits	Exp	(1,000)	(1,000)	(297)
E143060	CEO's Vehicle Allocation	Exp	(1,000)	(1,000)	(775)
E143065	MOW - Vehicle Expenses	Exp	(5,000)	(5,000)	(6,824)
E143075	Telephone Expenses	Exp	(2,500)	(2,500)	(1,601)
E143080	Staff Licenses	Exp	(585)	(585)	(461)
E143085	Safety Equipment & Meetings	Exp	(5,000)	(5,000)	(2,112)
E143090	Conferences & Courses	Exp	(2,000)	(2,000)	0
E143095	Staff Training	Exp	(16,000)	(16,000)	(5,457)
E143105	Administration Allocated	Exp	(5,750)	(5,750)	(5,750)
E143200	LESS PWOH ALLOCATED	Exp	561,448	561,448	536,587
			0	0	0
	<b>Plant Operation Costs</b>				
I144005	Sale of Scrap	Inc	1,500	1,500	491
I144010	Reimbursements	Inc	5,000	5,000	21,651
			6,500	6,500	22,142
E144010	Fuel & Oils	Exp	(130,000)	(130,000)	(134,941)
E144020	Tyres & Tubes	Exp	(20,000)	(20,000)	(17,301)
E144030	Parts & Repairs	Exp	(50,000)	(50,000)	(43,555)
E144040	Plant Repair - Wages	Exp	(55,000)	(55,000)	(31,334)
E144050	Insurance and Licences	Exp	(30,000)	(30,000)	(28,653)
E144060	Expendable Tools-Consumables only	Exp	(10,000)	(10,000)	(10,445)
E144075	Minor Plant & Equipment <\$3000	Exp	(8,000)	(8,000)	(7,611)
E144065	MV Insurance Claim Expenses	Exp	0	0	(11,340)
E144200	LESS POC ALLOCATED-PROJECTS	Exp	303,000	303,000	285,180
			0	0	0
	<b>Salaries &amp; Wages</b>				
E146010	Gross Salaries, Allowances & Super	Exp	(2,234,563)	(2,234,563)	(2,361,234)
E146200	Less Sal , Allow, Super Allocated	Exp	2,234,563	2,234,563	2,361,234
			0	0	0
	<b>Unclassified</b>				
I147005	Commission - Vehicle Licensing	Inc	48,000	48,000	42,981
I147035	Banking errors	Inc	0	0	0
I147050	Council Staff Housing Rental	Inc	28,000	28,000	21,200
I147065	Insurance Reimbursement	Inc	0	0	5,175
I147070	Council Housing Reimbursements	Inc	1,500	1,500	2,279
I147120	Charge on Private use of Shire Vehicle	Inc	3,120	3,120	3,330
I147121	Reimbursement - Community Requests	Inc	0	0	515
			80,620	80,620	75,480
E147015	Community Requests & Events - CEO Allocation	Exp	(6,500)	(6,500)	(5,278)
E147035	Banking Errors	Exp	0	0	34
E147050	Council Housing Maintenance	Exp	(65,320)	(65,320)	(61,472)
E147055	Consultants	Exp	(40,000)	(40,000)	(44,505)
E147070	4WD Resource Sharing Group	Exp	(4,500)	(4,500)	(2,270)
E147090	Building Maintenance	Exp	(10,000)	(10,000)	(6,751)
E147100	Administration Allocated	Exp	(161,734)	(161,734)	(161,734)
E147115	Occupational Health & Safety (OHS)	Exp	(5,000)	(5,000)	(3,239)
E147130	Depreciation - Unclassified	Exp	(26,000)	(26,000)	(31,142)
E147150	Community Requests Budget	Exp	(14,000)	(14,000)	(4,136)
E147151	Community Donations/Sponsorship	Exp	(3,500)	(3,500)	(3,500)



COA	Description	Type	Annual Budget	YTD Budget	YTD Actual
			(336,554)	(336,554)	(323,993)
	<b>Total Other Property &amp; Services Income</b>		137,220	137,220	113,847
	<b>Total Other Property &amp; Services Expenditure</b>		(374,317)	(374,317)	(336,994)
	<b>Total Income</b>		<b>6,267,729</b>	<b>6,267,729</b>	<b>7,994,967</b>
	<b>Total Expenditure</b>		<b>(5,362,408)</b>	<b>(5,362,408)</b>	<b>(6,864,062)</b>
	<b>Net Deficit (Surplus)</b>		<b>905,321</b>	<b>905,321</b>	<b>1,130,905</b>



**SHIRE OF WAGIN  
STATEMENT OF PAYMENTS  
FOR THE PERIOD ENDED 30 JUNE 2019**

Payment	Date	Name	Description	Amount
<b>Municipal Account List of Payments</b>				
<b>EFT Payments</b>				
EFT8352	07/06/2019	Afagri Equipment Australia Pty Ltd	Chains for Chainsaws & Starter Rope	(444.49)
EFT8353	07/06/2019	Alchemy Technology	One Additional SMS Licence. Software maintenance pro-rata to 30th June 2019 - HACC	(2,227.04)
EFT8354	07/06/2019	Alexander Galt And Co Pty Ltd	Box of fluoro globes	(580.32)
EFT8355	07/06/2019	AMPAC Debt Recovery	Commissions and Costs - May 2019	(860.04)
EFT8356	07/06/2019	AssetVal Pty Ltd	Carry out Infrastructure Drainage Valuation as per 1718 Audit	(12,650.00)
EFT8357	07/06/2019	Australian Communications Authority	License Renewal for Land Mobile/Ambulatory System	(979.00)
EFT8358	07/06/2019	Baileys Fertilisers	1 Tonne ASN	(2,129.60)
EFT8359	07/06/2019	Battery World Maddington	Repack Batteries for FoxFury Nomad 200-900	(658.00)
EFT8360	07/06/2019	Best Office Systems	Photocopier Charges MP.C4504 20/04/2019 - 20/05/2019	(1,603.14)
EFT8361	07/06/2019	Boc Gases	R020D2 Oxygen, R020G Oxygen, R040G Dissolved Acetylene, R065E2 Argoshield, Container Service Charge 28/04/2019 - 28/05/2019	(60.14)
EFT8362	07/06/2019	Coates Hire Collie	Hire of Verti-Mower from Monday 20th May 2019	(328.37)
EFT8363	07/06/2019	Daycrest Pty Ltd	HACC Coordinator Unleaded	(837.36)
EFT8364	07/06/2019	Doms Delicatessen Of Wagin	Lunch for HACC training on Monday 13th May	(374.30)
EFT8365	07/06/2019	Fazfab	Supply and Construct Cemetery Shelter as per verbal quote	(17,160.00)
EFT8366	07/06/2019	Fire Rescue Safety Australia	1x Big Shot Kit - 1x big shot head, 1x 4' Fibreglass base-pole, 1x 4' Fibreglass mid-pole	(795.67)
EFT8367	07/06/2019	First Aid Distributions	Antibacterial Foaming Hand Soap	(236.50)
EFT8368	07/06/2019	Garpen Pty Ltd	6 x 3 Inch high volume chemical pump, 6.5HP Petrol engine in frame	(1,575.00)
EFT8369	07/06/2019	Hot Klobba - Uniforms & Workwear	HACC Staff Uniforms	(1,645.99)
EFT8370	07/06/2019	JR & A Hersey Pty Ltd	1x Carton of Bushmans	(205.92)
EFT8371	07/06/2019	Komatsu Australia Pty Ltd	20x Grader Blades	(1,964.16)
EFT8372	07/06/2019	Landgate - Midland	Other DLI Invoices - May 2019	(177.20)
EFT8373	07/06/2019	MCG Fire Services	Service of SES Fire Protection Equipment	(50.60)
EFT8374	07/06/2019	Midalia Steel Pty Ltd	Sheet of mesh	(101.79)
EFT8375	07/06/2019	Narrogin Technology Solutions	1 X Epson 140 Value Pack For Peter Webster's Computer.	(110.00)
EFT8376	07/06/2019	Orbit Health & Fitness Solutions Pty Ltd	Rubber Hex Dumbbell 40kg pair Olympic rubber weight plate	(585.00)
EFT8377	07/06/2019	Ozwashroom	20kg x 2 Fit ball stand	(161.95)
EFT8378	07/06/2019	P & C Lenaghan	2 x D31310 ABC light blue triple Paving & Cutting on main street	(1,749.00)
EFT8379	07/06/2019	Quick Corporate	1 X Quartet Whiteboard 2400 X 1200 And 1 X Quartet Whiteboard 1800 X 1200 For Ses.	(1,201.02)
EFT8380	07/06/2019	Rapid Stac Shelving	1 x 1450Lx400dx1700h x 4 tier 1 x 1350Lx400dx1700h x 4 tier 1 x 3000Lx300dx1250h x 3 tier	(1,656.20)
EFT8381	07/06/2019	Security & Key Pty Ltd	Replacement Master Key for Larry	(46.36)
EFT8382	07/06/2019	State Law Publisher	Gazetel of Publication of basis of rates notices.	(103.95)
EFT8383	07/06/2019	T-Quip	Pulley Idler, Pulley Idler Flat & Pulley Idler Flanged	(341.45)
EFT8384	07/06/2019	TEN47 Plumbing	Inspect And Clear Blocked Drains In The Mens And Ladies Toilets.	(628.00)
EFT8385	07/06/2019	Toll Express	Delivery from Sunny Industrial Brushware	(113.14)
EFT8386	07/06/2019	True Track Truck Aligning	Wheel Alignment	(198.00)
EFT8387	07/06/2019	Twinkarri Pty Ltd	Tree pruning and mulching of Carberdine Pool Road including mobilisation/demobilisation WALGA Preferred Supplier and Quote PSA C38/17	(8,332.50)
EFT8388	07/06/2019	WA Contract Ranger Services Pty Ltd	Ranger Services 28/05/2019 & 04/06/2019	(935.00)
EFT8389	07/06/2019	WA Reticulation Supplies	Hunter 12 Station Outdoor Retic Timer As per quote J4235	(318.17)
EFT8390	07/06/2019	Wagin District Farmers Co-operative	Refreshments for Council Meeting, LEMC Meeting and Admin Office Kitchen	(473.28)
EFT8391	07/06/2019	Wagin Earthmoving	Remove Urban Street Bridge	(759.00)
EFT8392	07/06/2019	Wagin Mechanical Repairs	Carry out wheel alignment & balance front wheels on Isuzu Dmax Ute	(132.50)
EFT8393	07/06/2019	Wagin Truck Centre	2x LED Lamps & Antenna	(114.00)
EFT8394	07/06/2019	Wallis Computer Solutions	Agreement Fusion - Internet 1 October 2018 - 31 May 2019	(2,952.62)
EFT8395	13/06/2019	Australian Services Union	Payroll deductions	(25.90)
EFT8396	13/06/2019	Shire Of Wagin - Staff Christmas Fund	Payroll deductions	(260.00)
EFT8397	13/06/2019	Shire Of Wagin Payroll Creditors	Payroll deductions	(180.00)
EFT8398	13/06/2019	Wagin Woodanilling Landcare Zone	Payroll deductions	(42.00)
EFT8399	21/06/2019	AMPAC Debt Recovery	Commissions and Costs - June 2019	(2,453.00)
EFT8400	21/06/2019	Advance Business Specialists (abs)	Trainee Study fees - Billie-Jo Swayn	(3,241.25)
EFT8401	21/06/2019	Al Antz Electrical	Repair of faulty lighting at Medical Centre	(151.80)
EFT8402	21/06/2019	Alchemy Technology	One Day Onsite Training for New User Training	(685.65)
EFT8403	21/06/2019	Alexander Galt And Co Pty Ltd	Small Plant and Equipment	(1,140.95)
EFT8404	21/06/2019	Australia Post	Postage - May 2019	(323.11)
EFT8405	21/06/2019	Australian Taxation Office	May 2019 BAS	(36,894.00)
EFT8406	21/06/2019	BKS Electrical Pty Ltd	Install CCTV at Works depot - 4 cameras, including 8 channel recorder with 3 tb hard drive - 22 inch monitor	(3,245.00)
EFT8407	21/06/2019	Berty Bee's	HACC Gardening for Darkan Clients 31/05/2019	(379.50)
EFT8408	21/06/2019	CCS Strategic	Wagin Sportsground Redevelopment Stage 1 Needs Assessment	(12,278.20)
EFT8409	21/06/2019	Command A Com	\$24,200 plus \$3,705 On-costs plus GST	(255.42)
EFT8410	21/06/2019	Country Paint Supplies Narrogin	Shire Administration Office - Phone and Fax Service 10L Undercoat Paint 10L Top Coat Paint 4L Grey Paint 2x Paint Brushes	(553.15)
EFT8411	21/06/2019	Daycrest Pty Ltd	2x Roll Wide Wasking Tape	(50.75)
EFT8412	21/06/2019	EW & RJ Pugh	HACC Coordinator Unleaded	(400.00)
EFT8413	21/06/2019	Exurban	Pump out septic tank at Wetlands Park	(3,293.93)
EFT8414	21/06/2019	GA Franz	Town Planning Consulting Services - May 2019	(1,300.00)
EFT8415	21/06/2019	Godfreys Albany	Raise The Footpath In Front Of The Western Door Of Lot 31 Tudhoe Street, Wagin.	(810.90)
			Combination Floor Tool to suit Henry Vac 4 @ 49.95ea Henry Vac Hose Replacements x 2 @ 49.95ea Cartons of Vac Bags x 2	

Payment	Date	Name	Description	Amount
EFT8416	21/06/2019	Great Southern Waste Disposal	Waste Collection, Recycling, Managemet of Refuse Site and Other Waste services - May 2019	(24,611.84)
EFT8417	21/06/2019	Gymcare	Upright Exercise Bike 8020U	(1,925.00)
EFT8418	21/06/2019	JR & A Hersey Pty Ltd	Painted White Posts	(1,309.00)
EFT8419	21/06/2019	Komatsu Australia Pty Ltd	Filter Kit 2x Steering End Boots	(781.54)
EFT8420	21/06/2019	Landgate - Midland	Gross Rental Valuations Chargeable 09/02/2019-05/04/2019 09/06/2019-26/04/2019	(66.50)
EFT8421	21/06/2019	Liberty Oil Australia Pty Ltd	5,000L Diesel	(6,859.50)
EFT8422	21/06/2019	Midalia Steel Pty Ltd	Steel for roof rack	(247.31)
EFT8423	21/06/2019	Narrogin Packaging And Motorcycles	Cleaning Cloths	(405.20)
EFT8424	21/06/2019	Narrogin Pumps Solar And Spraying	Impeller	(340.78)
EFT8425	21/06/2019	Narrogin Technology Solutions	i5-8400 B1 Desktop Computer Package	(1,855.85)
EFT8426	21/06/2019	Palace Hotel	Restock Bar Fridge 1 X Carton Of Emu Export Stubbies, 1 X Carton Of Great Northern 3. 5 Stubbies And 1 X Carton Of Coopers.	(143.97)
EFT8427	21/06/2019	Quick Corporate	Whiteboard 1800x1200	(770.88)
EFT8428	21/06/2019	Ray Ford Signs	2x 'I' Information Signs- Admin Office	(322.64)
EFT8429	21/06/2019	Sheridans For Badges	Name Badges X 18 For Home And Community Care - Support Workers All X 1 With A Magnet Backing.	(469.10)
EFT8430	21/06/2019	South Regional Tafe	Forklift Course on the 13th & 14th June 2019 - James Praetz	(735.60)
EFT8431	21/06/2019	T-Quip	Parts to Repair Toro Mower - Deck idler wheels, bolts & tubes	(819.20)
EFT8432	21/06/2019	Terry Brown & Co	Construct grave surround	(3,487.00)
EFT8433	21/06/2019	Toll Express	Delivery - JR & A Hersey	(32.01)
EFT8434	21/06/2019	Trent Kippin	Patch floor - Trip Hazard in Kitchen	(1,855.00)
EFT8435	21/06/2019	Trevor Brandy	EHO Utility Allowance - June 2019	(250.00)
EFT8436	21/06/2019	WA Reticulation Supplies	4x 90mm Joiners 1x 90mm Elbow 1x Hose Coupler 2x Bass Spray Nozzles 1x Round Pit Controller	(539.42)
EFT8437	21/06/2019	Wagin Community Resource Centre	12 Months Advertising - Wagin Wool Press 2018/2019	(540.00)
EFT8438	21/06/2019	Wagin General Practice	Medical - Blake Davies	(320.00)
EFT8439	21/06/2019	Wagin Mechanical Repairs	24000km Service for EHO Vehicle.	(247.00)
EFT8440	21/06/2019	Wagin Newsagency	Newspapers	(73.44)
EFT8441	21/06/2019	Wagin Plumbing	Resolve blockage at Caravan Park Dump site	(3,038.20)
EFT8442	27/06/2019	Australian Services Union	Payroll deductions	(25.90)
EFT8443	27/06/2019	Shire Of Wagin - Staff Christmas Fund	Payroll deductions	(260.00)
EFT8444	27/06/2019	Shire Of Wagin Payroll Creditors	Payroll deductions	(180.00)
EFT8445	27/06/2019	Wagin Woodanilling Landcare Zone	Payroll deductions	(42.00)
EFT8446	27/06/2019	Core Business Australia	J00554 AGRN743 Wagin WANDRRA Claim 24, February 2019 WANDRRA Assessment, Preparation of Tenders and Supervision of repairs to various roads with the Shire of Wagin resulting from Storm Event 10 & 11 February 2017	(107,675.67)
EFT8447	27/06/2019	Hot Klobba - Uniforms & Workwear	HACC Staff Uniforms	(272.50)
EFT8448	27/06/2019	Larina Piesse Barrister & Solicitor	Legal opinions	(672.00)
<b>EFT Payments Total</b>				<b>(297,694.33)</b>
<b>Cheque Payments</b>				
5184	07/06/2019	Department Of Transport	12 months Vehicle Registration Wedgecarrup Fire Truck 1EHJ613	(367.70)
5185	07/06/2019	Elders Rural Services Australia Limited	1x 6 line 200m roll of ring lock	(444.40)
5186	07/06/2019	Origin	LPG Gas Facility Fee - 2 Ballagin Street	(73.98)
5187	07/06/2019	Shire Of Wagin	Community Bus Hire (95.10 @ 0.70 km) for HACC 17/05/2019	(66.57)
5188	07/06/2019	Synergy	Electricity Bill Street Lights 2 May - 4 June 2019	(8,434.45)
5189	13/06/2019	Shire Of Wagin Footy Tipping	Payroll deductions	(36.00)
5190	21/06/2019	Shire Of Wagin	Woolworths Katanning - CBDC Supplies	(301.15)
5191	21/06/2019	Synergy	Electricity Bills for various Shire sites	(12,881.35)
5192	21/06/2019	Telstra	Admin Office Phones, Faxes and Staff Mobiles - May 2019	(1,898.68)
5193	27/06/2019	Shire Of Wagin Footy Tipping	Payroll deductions	(36.00)
5194	27/06/2019	Synergy	Electricity Bill Recreation Centre 21 May - 18 June 2019	(1,999.80)
5195	28/06/2019	Shire Of Wagin	Reimbursement for Works Depot Scrap Metal	(400.00)
<b>Cheque Payments Total</b>				<b>(26,940.08)</b>
<b>Direct Debit Payments</b>				
DD3447.1	04/06/2019	Department Of Transport	Daily Licensing Takings 30/05/19	(5,168.60)
DD3447.2	05/06/2019	Department Of Transport	Daily Licensing Takings 31/05/19	(5,994.25)
DD3455.1	13/06/2019	Walgs	Payroll deductions	(4,696.88)
DD3455.10	13/06/2019	Matrix Superannuation	Superannuation contributions	(155.53)
DD3455.11	13/06/2019	Hostplus	Superannuation contributions	(394.73)
DD3455.12	13/06/2019	Mlc Superannuation	Superannuation contributions	(220.89)
DD3455.13	13/06/2019	North Personal Superannuation	Superannuation contributions	(227.34)
DD3455.14	13/06/2019	Sunsuper	Superannuation contributions	(49.97)
DD3455.2	13/06/2019	CBUS Superannuation	Superannuation contributions	(137.74)
DD3455.3	13/06/2019	Prime Super	Superannuation contributions	(377.06)
DD3455.4	13/06/2019	Bt Super	Superannuation contributions	(406.27)
DD3455.5	13/06/2019	Macquarie Super	Superannuation contributions	(187.88)
DD3455.6	13/06/2019	Oneanswer Personal Super	Superannuation contributions	(100.32)
DD3455.7	13/06/2019	Rest Administration	Payroll deductions	(1,018.15)
DD3455.8	13/06/2019	Hesta Super Fund	Superannuation contributions	(231.46)
DD3455.9	13/06/2019	Australian Super Administration	Superannuation contributions	(692.68)
DD3470.1	27/06/2019	Walgs	Payroll deductions	(4,635.77)
DD3470.10	27/06/2019	Matrix Superannuation	Superannuation contributions	(145.63)
DD3470.11	27/06/2019	Prime Super	Superannuation contributions	(433.49)
DD3470.12	27/06/2019	Hostplus	Superannuation contributions	(394.04)
DD3470.13	27/06/2019	Mlc Superannuation	Superannuation contributions	(233.16)
DD3470.14	27/06/2019	North Personal Superannuation	Superannuation contributions	(227.34)
DD3470.2	27/06/2019	Sunsuper	Superannuation contributions	(50.54)
DD3470.3	27/06/2019	CBUS Superannuation	Superannuation contributions	(138.91)
DD3470.4	27/06/2019	Bt Super	Superannuation contributions	(406.27)
DD3470.5	27/06/2019	Macquarie Super	Superannuation contributions	(215.13)
DD3470.6	27/06/2019	Oneanswer Personal Super	Superannuation contributions	(159.60)
DD3470.7	27/06/2019	Rest Administration	Payroll deductions	(1,247.20)
DD3470.8	27/06/2019	Hesta Super Fund	Superannuation contributions	(231.46)

Payment	Date	Name	Description	Amount
DD3470.9	27/06/2019	Australian Super Administration	Superannuation contributions	(633.36)
DD3495.1	06/06/2019	Department Of Transport	Daily Licensing Takings 04/06/19	(3,643.80)
DD3495.10	27/06/2019	Department Of Transport	Daily Licensing Takings 25/06/19	(7,542.30)
DD3495.11	27/06/2019	National Australia Bank	NAB Connect Fee	(74.98)
DD3495.12	07/06/2019	Department Of Transport	Daily Licensing Takings 05/06/19	(1,899.15)
DD3495.13	28/06/2019	National Australia Bank	Merchant Statement June 2019	(166.46)
DD3495.14	28/06/2019	Department Of Transport	Daily Licensing Takings 26/06/2019	(5,583.15)
DD3495.15	10/06/2019	Department Of Transport	Daily Licensing Takings 06/06/19	(1,947.35)
DD3495.16	11/06/2019	Department Of Transport	Daily Licensing Takings 07/06/19	(5,313.15)
DD3495.17	12/06/2019	Department Of Transport	Daily Licensing Takings 10/06/19	(2,077.30)
DD3495.18	13/06/2019	Department Of Transport	Daily Licensing Takings 11/06/19	(6,648.25)
DD3495.19	14/06/2019	Department Of Transport	Daily Licensing Takings 12/06/19	(4,309.10)
DD3495.2	19/06/2019	Department Of Transport	Daily Licensing Takings 17/06/19	(2,973.10)
DD3495.20	17/06/2019	Department Of Transport	Daily Licensing Takings 13/06/19	(2,015.45)
DD3495.21	18/06/2019	Department Of Transport	Daily Licensing Takings 14/06/19	(6,518.85)
DD3495.3	20/06/2019	Department Of Transport	Daily Licensing Takings 18/06/19	(4,078.25)
DD3495.4	21/06/2019	Department Of Transport	Daily Licensing Takings 19/06/19	(4,870.45)
DD3495.5	24/06/2019	Western Australian Treasury Corporation	Loan Repayment 137 June 2019	(1,907.86)
DD3495.6	24/06/2019	Department Of Transport	Daily Licensing Takings 20/06/19	(2,403.50)
DD3495.7	25/06/2019	Department Of Transport	Daily Licensing Takings 21/06/19	(3,737.95)
DD3495.8	25/06/2019	Classic Finance Pty Ltd	Photocopier Lease Payment June 2019	(222.20)
DD3495.9	26/06/2019	Department Of Transport	Daily Licensing Takings 24/06/19	(4,775.10)
DD3500.1	30/06/2019	Western Australian Treasury Corporation	Loan Repayment 131 June 2019	(6,472.30)
<b>Direct Debit Payments Total</b>				<b>(108,391.65)</b>
<b>Municipal Account List of Payments Total</b>				<b>(433,026.06)</b>
<b>Trust Account List of Payments</b>				
<b>EFT Payments</b>				
EFT8449	27/06/2019	Bradley Rowe	GYM KEY BOND REFUND	(30.00)
EFT8450	27/06/2019	RC & KD Walker House A/C	ERIC FARROW BOND REFUND	(300.00)
EFT8451	27/06/2019	Trevor Picton	GYM KEY BOND REFUND	(30.00)
<b>EFT Payments Total</b>				<b>(360.00)</b>
<b>Cheque Payments</b>				
2505	7/06/2019	Inga Anke Piesse	ANIMAL TRAP BOND REFUND	(50.00)
2506	19/06/2019	Building Commission Department of Mines, Industry Regulation and Safety	App # 99798 Brian Noble	(566.50)
2507	19/06/2019	Construction Training Fund (CTF)	App # 99805 Wagin Community Resource Centre	(31.75)
2508	19/06/2019	Shire Of Wagin	App # 99805 Wagin Community Resource Centre	(58.25)
2509	30/06/2019	Building Commission Department of Mines, Industry Regulation and Safety	BSL JUNE 2019 App # 99807 WG Architects App # 99809 Milan Rajakovic	(188.65)
2510	30/06/2019	Construction Training Fund (CTF)	BCITF JUNE 2019 App # 99807 WG Architects	(191.75)
2511	30/06/2019	Shire Of Wagin	App # 99807 WG Architects	(18.25)
<b>Cheque Payments Total</b>				<b>(1,105.15)</b>
<b>Trust Account List of Payments Total</b>				<b>(1,465.15)</b>
<b>Credit Card List of Payments</b>				
<b>Chief Executive Officer - Peter Webster</b>				
Credit Card	17/05/2019	Narrogin Betta Home	Lounge Suite for Doctors Residence	(1,659.00)
Credit Card	31/05/2019	Catch	Ranghoods for Rec Centre	(1,533.00)
Credit Card	31/05/2019	Palace Hotel	Meals for Outside Works Staff	(230.74)
Credit Card	4/06/2019	7 Eleven	Fuel for CEO Vehicle	(57.71)
Credit Card	4/06/2019	Westnet	Internet Usage	(250.17)
Credit Card	6/06/2019	Australian Local Gov - Future Focused	Registration for National General Assembly - Shire President	(2,164.00)
Credit Card	6/06/2019	Wotif	Accommodation for National General Assembly - Shire President	(891.02)
Credit Card	14/06/2019	NAB	Card Fee	(9.00)
<b>Chief Executive Officer - Peter Webster Total</b>				<b>(6,794.64)</b>
<b>Deputy Chief Executive Officer - Brian Roderick</b>				
Credit Card	20/05/2019	Metro Hotel	Finance/Accounting Training Days Accommodation - DCEO	(109.00)
Credit Card	20/05/2019	Metro Hotel	Finance/Accounting Training Days Accommodation - Accountant	(109.00)
Credit Card	21/05/2019	City of South Perth	Parking - Training Day 1	(4.00)
Credit Card	21/05/2019	City of South Perth	Parking - Training Day 1	(20.00)
Credit Card	22/05/2019	BP Armadale	Fuel for DCEO Vehicle	(50.13)
Credit Card	22/05/2019	Atomic Café South Perth	Meals - Finance/Accounting Training	(9.20)
Credit Card	22/05/2019	City of South Perth	Parking - Training Day 2	(18.00)
Credit Card	23/05/2019	Mr Walker	Dinner DCEO & Accountant - Training	(148.00)
Credit Card	23/05/2019	Volunteering Australia Inc	Pens for Volunteers - to be reimbursed by grant	(1,031.50)
Credit Card	27/05/2019	Mango's Café	Catering Costs - WALGA Training. To be reimbursed	(630.00)
Credit Card	27/05/2019	EG Fuel	Fuel for DCEO Vehicle	(20.02)
Credit Card	5/06/2019	Saltacious Natural Health and Beauty	Farewell gift for previous HACC manager	(161.00)
Credit Card	7/06/2019	Limelake Photography	Baby Gift for Manager of Finance	(150.00)
Credit Card	2/05/2019	NAB	Card Fee	(9.00)
<b>Deputy Chief Executive Officer - Brian Roderick Total</b>				<b>(2,468.85)</b>
<b>Manager of Works - Allen Hicks</b>				
Credit Card	15/05/2019	Parrys Narrogin	Workwear - Protective Clothing	(119.90)
Credit Card	27/05/2019	Shire of Wagin	Change of Plate Fees - Komatsu Grader	(26.85)
Credit Card	14/06/2019	NAB	Card Fee	(9.00)
<b>Manager of Works - Allen Hicks Total</b>				<b>(155.75)</b>
<b>Manager of Finance - Tegan Hall</b>				
Credit Card	17/05/2019	Aussie Broadband	NBN Charges - Works Depot, Rec Centre, Admin Office & Library	(290.00)
Credit Card	7/06/2019	Officeworks	SES Stationery and Equipments purchase	(602.24)
Credit Card	14/06/2019	NAB	Card Fee	(9.00)
<b>Manager of Finance - Tegan Hall Total</b>				<b>(901.24)</b>



**12. REPORTS OF OFFICERS****12.1 WORKS AND SERVICES REPORT – JULY 2019**

PROPONENT:	Manager of Works
OWNER:	Shire of Wagin
LOCATION/ADDRESS:	Shire of Wagin
AUTHOR OF REPORT:	Manager of Works
SENIOR OFFICER:	Acting Chief Executive Officer
DATE OF REPORT:	19 <sup>th</sup> August 2019
PREVIOUS REPORT(S):	16 <sup>th</sup> July 2019
DISCLOSURE OF INTEREST:	Nil
FILE REFERENCE:	Nil
ATTACHMENTS:	Plant Report

**CONSTRUCTION CREW:**

Gravel sheet 1.2km of Murdoch Road from Robinson Road West.

Gravel sheet 3km of Robinson Road south of Dwelyerdine Road.

Street trees have been trimmed under power lines as per Western Power Vegetation Inspection.

**UPCOMING WORKS:**

Clear, widen and form 3km section of Badgarning Road from Nelson Road to Ganzer Road.

Gravel sheet 3km section of Lime Lake East - east of motor bike track (clay section).

**ROAD MAINTENANCE:**

The Road Maintenance Crew have attended general road maintenance issues including blow-outs and fallen trees as they arise.

**TOWN MAINTENANCE:**

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

The parks and gardens are looking great, skirting of street tree will commence in the next few weeks.

**RANGER SERVICES:**

The Ranger call-outs have been low for July/August, with dogs wandering at large. Our current Shire Ranger, Nathan Cook is leaving with his last day being 24/8/2019.

**PLANT / MACHINERY:**

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

**COUNCILLOR'S INFORMATION**

Rural Towns Production Bore Reports:

Nalder Street water level 28.64 metres

Victor Street water level 25.15 metres

Warwick Street water level 13.1 metres



**CONSULTATION / COMMUNICATION:**

Nil

**STATUTORY / LEGAL IMPLICATIONS:**

Nil

**POLICY IMPLICATIONS:**

Nil

**FINANCIAL IMPLICATIONS:**

Nil

**STRATEGIC IMPLICATIONS:**

Nil

**VOTING REQUIREMENTS:**

Simple Majority

**4087 OFFICERS RECOMMENDATION & COUNCIL DECISION**

Moved: Cr. G K B West

Seconded: Cr. G R Ball

That Council receive the Manager of Works Officer report for the month of July 2019.

Carried 7/0

PLANT REPORT			Jul-19			
PLANT	OPERATOR	PURCHASE DATE	KM / HOURS	SERVICE DUE	REGO	COMMENTS
ISUZU D-MAX WAGON P-01	P WEBSTER	9/06/2017		60,000	W.1	
ISUZU D-MAX WAGON P-02	B RODERICK	1/11/2018	18,478	25,000	W.001	
ISUZU D MAX P-04	A HICKS	30/06/2017	58,813	60,000	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		30,000	W.10000	
WCM LOADER P-09	REFUSE SITE	30/06/2012	2,986		W.10292	
KOMATSU GRADER P-10	S DESOUZA	20/10/2014	5,201	5,500	W.284	
KOMATSU LOADER P-11	D HOYSTED	21/03/2018	1,562	2,000	W.10707	
KOMATSU GRADER P-12	J LYDEKER	15/01/2019	577	750	W.041	
ISUZU TRUCK P-14	VARIOUS	27/03/2007	287,261	295,000	W.1002	
BOMAG ROLLER P-15	B DAVIES	3/01/2008	8,550	8,350	W.7862	Service Due
ISUZU TRUCK P-16	VARIOUS	19/10/2010	59,534	70,000	W.1012	
TORO MOWER P-18	M TITO	25/09/2009	1,571	1,650	W.9630	
VIB ROLLER P-19	VARIOUS	3/01/2008	1,493	1,540	W.841	
JOHN DEERE P-20	VARIOUS	9/02/2006	3,567	3,750	W.9618	
ISUZU P-21	J LYDEKER	17/03/2017	41,383	42,000	W.676	
JOHN DEERE P-22	E WALLAS	10/08/2016	274	300	W.487	
TOYOTA UTE P-24	T SIMMS	16/09/2010	106,133	110,000	W.1010	
TOYOTA UTE P-25	E WALLAS	16/09/2010	94,457	100,000	W.1001	
TRITON UTE P-26	M TITO	14/11/2014	53,690	60,000	W.1022	
TRITON UTE P-27	J PRAETZ	6/11/2014	64,432	75,000	W.1007	
MAHINDRA P-38	N COOK	21/01/2016	45,645	50,000	W.1044	
BOBCAT P-39	VARIOUS	17/09/2013	3,077	3,250	W.10553	
ISUZU TRUCK P-40	S HISKINS	29/03/2019	6,721	5,000	W.437	Service Due
ISUZU TRUCK P-42	D HOYSTED	6/02/2014	146,361	160,000	W.1015	
TORO MOWER P-43	M TITO	12/09/2013	832	850		
CAT BACKHOE P-47	N COOK	21/09/2015	4,746	4,750	W.10552	
TENNANT SWEEPER P-48	J PRAETZ	16/10/2015	1,970	2,000	W.10554	
MULTIPAC ROLLER P-49	B DAVIES	9/01/2017	1,597	1,500	W.860	Service Due
TOYOTA UTE P-50	VARIOUS	15/12/2017	17,751	20,000	W.924	
FORKLIFT P-51	VARIOUS		16,288	30/11/2019	W 10729	
TOYOTA UTE P-85	S DESOUZA	20/08/2010	106,729	110,000	W.863	
ATV MOTORBIKE P-92	VARIOUS	30/06/2010	650	1,000	W.026	

## 12.2 ENVIRONMENTAL HEALTH OFFICER / BUILDING SURVEYORS REPORT – JULY 2019

PROPONENT:	Shire of Wagin
OWNER:	Shire of Wagin
LOCATION/ADDRESS:	Shire of Wagin
AUTHOR OF REPORT:	Environmental Health Officer / Building Surveyor
SENIOR OFFICER:	Acting Chief Executive Officer
DATE OF REPORT:	22 <sup>nd</sup> August 2019
PREVIOUS REPORT(S):	16 <sup>th</sup> July 2019
DISCLOSURE OF INTEREST:	Nil
FILE REFERENCE:	N/A
ATTACHMENTS:	Nil

### BRIEF SUMMARY:

Development Report – July

### BACKGROUND/COMMENT:

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

Development Applications:

Nil

### BUILDING PERMITS

Nil

### Health

Effluent Disposal Approvals

Nil

### COMPLAINTS RECEIVED

Contaminated Water – Shire reserve tanks.  
Currently being addressed by staff.

Rubbish and motor vehicles – Traverse Street – following initial verbal requests an order was issued under section 3.25 of the Local Government Act to remove within 30 days of notification.

16 Traverse Street – Final Building Order issued (BA21) after no response was received to the initial intent to issue the Building Order, this order now gives the owner 60 days to remove the building and associated debris from the site.

### PUBLIC HEALTH ACT 2016 REVIEW OF REGULATIONS

As part of the new Public Health Act all regulations must be reviewed.  
Regulations reviewed and commented on this month are;

Pesticide Regulations – with the view of Local Government being the registration and enforcement agency. Local Government being exempt from pesticides with minor toxicity.

Removal of safe drinking water from the Health (miscellaneous provisions ) Act and replaced in the new Public Health Act which introduces a holistic approach to the management of public health



risks associated with the supply of drinking water that would apply to the delivery chain from the catchment to consumer for all drinking water supplies in WA, including those not currently captured by other regulatory frameworks. This would involve private water suppliers selling water for human consumption being registered under the Food Act.

#### **PRIVATE SWIMMING POOL REPORT**

Annual Report to the Building Commissioner on the inspection of private swimming pools and registration of new pool with in the district. The report is then table in Parliament by the Minister as part of the Coroner's report into the drownings in private swimming pools.

#### **ANNUAL FOOD ACT REPORTING**

A report of Food Premises registered under the Food Act their grading in terms if risk, number of inspections and conformity.

#### **WAGIN BURNOUT EVENT**

After discussions with the Wagin Police, it was noted that a few internal safety issues need to be considered before the next event. It was difficult to find any sort of guidelines for these events due to them being of a voluntary nature and guidelines are set more straight line events. The Australian National Drag Racing Association (ANDRA) does have a reasonably detailed document on track safety that can be used and to satisfy their liability insurance, this document will be sent to the organisers for their comment.

#### **CALLERS BOX WAGIN TROTting TRACK**

A meeting with members of the committee regarding the above was organised to discuss the possible cost override with replacing the race callers box at the track. Due to the nature of the upgrade fire access and egress together with disabled access requirements under the Building Code of Australia (BCA) place the building cost in excess of \$300,000 it was considered to look at the project from a maintenance point of view to keep the cost into prospective. The committee has found a Building Certifier to look at the structure as a different class of building and sign off on the Certificate of Design Compliance.

#### **POLICY IMPLICATIONS:**

Nil

#### **FINANCIAL IMPLICATIONS:**

Associated Building and Health Fees

#### **STRATEGIC IMPLICATIONS:**

Nil

#### **VOTING REQUIREMENTS:**

Simple

**4088 OFFICERS RECOMMENDATION & COUNCIL DECISION**

Moved: Cr. G K B West

Seconded: Cr. L A Lucas

That Council receive the Environmental Health Officer / Building Surveyors Report for the month of July 2019.

Carried 7/0



**12.3 DEPUTY CHIEF EXECUTIVE OFFICERS REPORT – JULY 2019**

PROPONENT:	Deputy Chief Executive Officer
OWNER:	Deputy Chief Executive Officer
LOCATION/ADDRESS:	Shire of Wagin
AUTHOR OF REPORT:	Deputy Chief Executive Officer
SENIOR OFFICER:	Acting Chief Executive Officer
DATE OF REPORT:	22 <sup>nd</sup> August 2019
PREVIOUS REPORT(S):	18 <sup>th</sup> July 2019
DISCLOSURE OF INTEREST:	Nil
FILE REFERENCE:	N/A
ATTACHMENTS:	2019 Local Government Ordinary Election Timetable Techspo 2019 - Photos

**BRIEF SUMMARY:**

The following report details the activities that fall under the control of the DCEO in the month of July and August 2019.

**SPORTSGROUND DEVELOPMENT:**

A community workshop was held on the 31<sup>st</sup> July where Mark Casserly and Brian Adcroft presented the stage 1- Needs Assessment report to the interested groups and clubs.

There was a significant focus on the Woolorama event during the presentation and how the lay out of the showgrounds can be improved to cater for future shows. It was agreed that a full-size synthetic turf hockey pitch was not feasible as part of any concept plans.

Out of the workshop the consultants would focus on an option of relocating Bowls and Tennis to the Golf Club and a new development to the east of the Recreation Centre where Bowls, Tennis, Cricket and Hockey would be combined

**CORPORATE SERVICES:**Audit

An Audit Committee meeting was held on Thursday 22<sup>nd</sup> August to address some compliance matters from the 2017/2018 financial audit and the recent 2018/2019 interim audit. Please refer to minutes enclosed in this agenda.

Budget and Rates

The Budget was adopted at a Special Council Meeting held on the 13<sup>th</sup> August 2019, the balanced budget incorporated a 2% rate increase for all rate payers.

The finer details of the Budget have been highlighted in Council Corner and in the Rating Information Statement that accompanied the rate notices. All rate notices were sent out on Tuesday 20<sup>th</sup> August with the due date being the 25<sup>th</sup> September 2019.

Now that the Budget has been adopted staff will be commencing the approved capital and operating projects and purchases.

Staff


A small staff sundowner was held for all Council staff on Wednesday 14<sup>th</sup> August at the Wagin District Club. The get together was to thank staff for their efforts for the previous financial year, it was well attended and very well received.

**Council Elections**

The 2019 Council election process is in progress with WALGA undertaking the mandatory advertising procedures. Nominations for Council open on the 5<sup>th</sup> September and close on the 12<sup>th</sup> September. Staff will also be advertising this on our website, Facebook and Wagin Woolpress.

I have attached to my report a copy of the 2019 Council election timetable for your information.

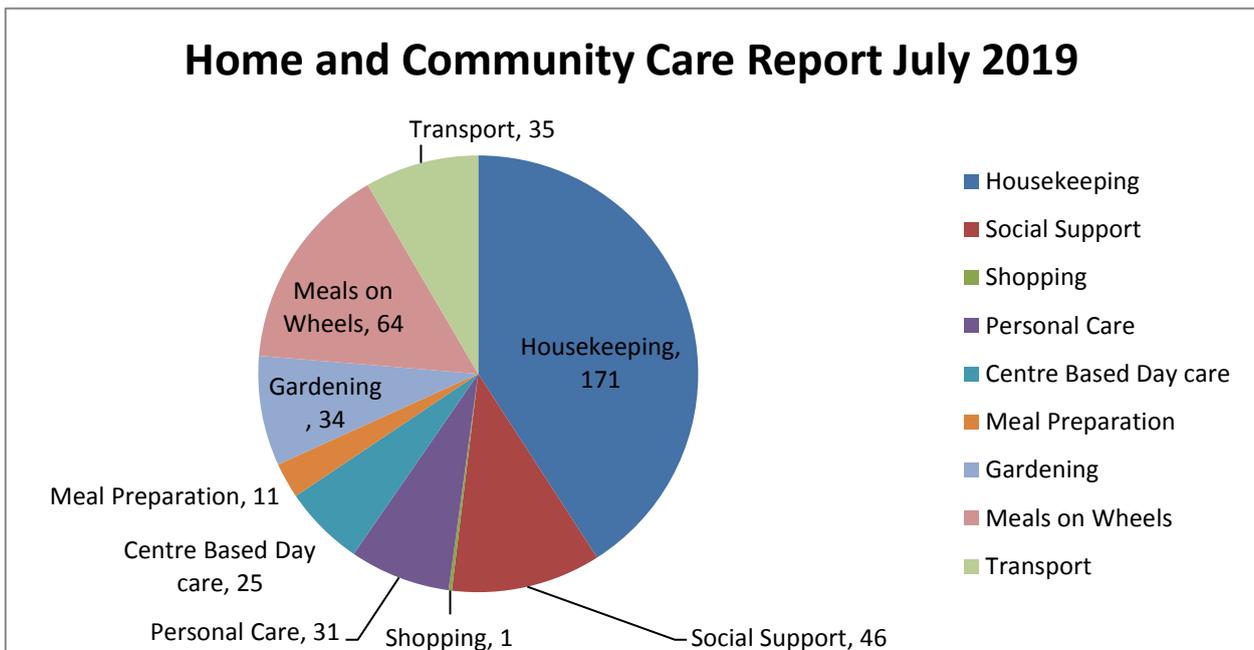
**AGED CARE:**

**HOME AND COMMUNITY CARE REPORT JULY 2019**

**CLIENTS:**

81 clients received one or more services for July:

Service	Number of Clients
Housekeeping	56
Social Support	11
Shopping	1
Personal Care	3
Centre Based Day care	17
Meal Preparation	2
Gardening	32
Meals on Wheels	5
Transport	10



Types of services provided	Monthly Contracted	Hours Provided	Variance	Contracted	Year to date
Domestic Assistance	243	215	-28	2913	215
Social Support	54	45	-9	651	45
Personal Care	16	27	11	190	27
Centre Based Day Care	120	25	-95	1442	25
Respite Care	1.5	0	-1.5	18	0
Home Maintenance	112	34	-78	1344	34
Transport	63	36	-27	762	36
Meals on Wheels	334	64	-270	4011	64
Other food services	25	12	-13	299	12

### HOME AND COMMUNITY CARE - MDS FOR JULY 2019

#### TOWNSCAPE:

A Townscape Committee meeting was held on Thursday 22nd August, Mike Brown presented his Townscape Enhancement plan for the 2019/2020 year. The playground development at the Wetlands park was also discussed. The minutes of the meeting are enclosed in this agenda.

#### TOURISM AND PROMOTION:

August Shire Facebook Report

21/08/2019

The Facebook page has posted 15 times since the last report in June with the biggest audience award being the Meet and Greet event for the new Home Care Coordinator – Kim Nottle – with 1474 people reached.

- Medical centre upgrade – new counter – 18<sup>th</sup> July – 631 people
- Meet & Greet – new HACC Manager – 22<sup>nd</sup> July – 1474 people
- Christmas in July – 22<sup>nd</sup> July – 561 people
- Volunteer Australia flyer – 24<sup>th</sup> July – 509 people
- Sports Ground Precinct – 29<sup>th</sup> July – 531 people
- Movie flyer – 29<sup>th</sup> July – 417 people
- Shire phones & emails are down – 30<sup>th</sup> July – 509 people
- Western Power outage – 1<sup>st</sup> August – 480 people
- WestJets are back – 5<sup>th</sup> August - 661 people
- Special Council Meeting – 6<sup>th</sup> August – 392 people
- Pigs are the solution article – 9<sup>th</sup> August – 463 people
- Movie Flyer – 13<sup>th</sup> August – 426 people
- Rumor about Wagin Home Care – 13<sup>th</sup> August – 714 people
- Garage Sale Trail opening – 13<sup>th</sup> August – 419 people
- Weather warning – 16<sup>th</sup> August – 411 people

Our total page “likes” remains at 1100.

To compare our likes to other shire pages:

- Wickepin – 722
- Williams – 396
- Kondinin – 322
- Lake Grace – 479
- Kojonup – 874

Wagin Woolorama Page remains at 2200 likes.

### RECREATION AND CULTURE:

#### Library Report: July / August 2019

This report provides information to councillors about events, activities and statistics in the Wagin Library & Gallery which have occurred during the reporting period, and is submitted in advance of the monthly council meeting.

#### Library Update:

- Our new metal shelving in the safe and behind the main desk. Thank you for Donna for organising this. Thank you for Jim for putting them into the library.
- Thank you to Donna for the large extendable duster for the library.
- Borrower membership of the Wagin Library & Gallery has now reached 1009.

#### Library Events:

- Book sale was held in the Wagin Library & Gallery on the Saturday August 10<sup>th</sup>.
- Stephanie's goodbye morning tea held in the library on Saturday 13<sup>th</sup> July.
- Brain break session about science, the moon and much more on 14<sup>th</sup> August.
- Childrens' Book Week 17<sup>th</sup> -23 August.

#### Library Regular Activities:

- WLG Book Club was held on Saturday July 13<sup>th</sup>. The next Book Club afternoon will be held on Saturday August 10<sup>th</sup>.
- Waratah Lodge regular readers' weekly exchange of books, DVDs, etc. is ongoing.
- Wagin Hospital Homebound visiting program available as required.
- Friends of the Wagin Library & Gallery meeting was held on the 25<sup>th</sup> July. Our next meeting will be held on August 30<sup>th</sup>.

#### Library Statistics:

- 3 new borrowers at the library during this reporting period;
- 372 patron visits for July August reporting period;
- 15 successful inter-library loan requests for items from Wagin Library & Gallery patrons;
- 14 inter-library loan requests from other public libraries throughout WA for our items; 1 not supplied.
- 2 requests for information searches undertaken for Wagin library patrons by library staff;
- 1 public access computer user/s; 2 Wi Fi users. Patrons and visitors are now being notified that public access computer able to be used when needed.
- 17 community members enjoyed free tea or coffee in the library;
- 2 community members and library patrons spent time reading and relaxing in the library.
- 32 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:**

- Childrens' Book Council of Australia Childrens' Book Week promotional materials have been ordered in preparation for this event.
- Childrens' Book Week 17<sup>th</sup>-23 August. Cat in the hat as a special guest all week.
- National Science Week "The Mad Scientist" special guest at Brain break session.

**Recreation Centre Report**

The last month at the Wagin Recreation Centre has been a little busy. One full week saw the centre booked out for Techspo with hundreds of people from a lot of surrounding towns attending. The end of Techspo on Thursday saw a netball fixture for the following day so with a crew of Shire workers the Rec was cleaned and polished in readiness. Yoga, tennis, fitness classes, stay on your feet, and netball all continue with great numbers.

**Current Activities**

- Netball for juniors and seniors
- Megan Henry - Tennis: Cardio and training 3 to 4 times a week
- Fitness classes twice a week
- Hockey training for juniors and seniors
- Country Week school training for basketball and netball 2 times a week
- Stay on your Feet
- Ladies Tennis weather permitting

Jul-19		Junior Netball	Senior Netball	Yoga	Fitness Class	General	Hockey
1/07/2019	Monday			4			
2/07/2019	Tuesday				8		17
3/07/2019	Wednesday	70	35	3			
4/07/2019	Thursday						
5/07/2019	Friday						
8/07/2019	Monday						
9/07/2019	Tuesday						
10/07/2019	Wednesday						
11/07/2019	Thursday					20	
12/07/2019	Friday						
15/07/2019	Monday						
16/07/2019	Tuesday						
17/07/2019	Wednesday	50	35				
18/07/2019	Thursday						
19/07/2019	Friday					5	
22/07/2019	Monday						
23/07/2019	Tuesday				10		
24/07/2019	Wednesday	50	35	7			

25/07/2019	Thursday						
26/07/2019	Friday					2	
29/07/2019	Monday						
30/07/2019	Tuesday						
31/07/2019	Wednesday						
<b>Totals</b>		<b>170</b>	<b>105</b>	<b>14</b>	<b>18</b>	<b>27</b>	<b>17</b>
		<b>Total Numbers</b>		<b>351</b>			

## Community Events

### Techspo

The 2019 Techspo conference was held in Wagin on held on Wednesday the 7<sup>th</sup> August, I believe the event was a success and the organisers did a very professional job of setting up the Recreation Centre and Eric Farrow Pavilion as conference rooms and facilities.

The event organisers were delighted and very appreciative with the Shire's assistance with the event set up and work during the conference.

I am hoping they can provide Council with a report on the event.

Please refer to photos attached to this report.

### Monty Cotton – The Flaming Galahs

Shire Staff have been in contact with Monty Cotton – of the 'A Boy named Cash' show – regarding coming back to Wagin to perform his latest show, The Flaming Galahs.

It's a show based on Australian music past and present, including a couple of Johnny Cash songs as a lot of people expect that, finishing off with a variety of rock and roll dance tunes.

Monty is happy to return to perform in the Wagin Town Hall and we have highlighted November 8<sup>th</sup> as a good option, after burnouts and before harvest.

This would be the Shire's major community event for the financial year and it would be seen as an inclusive family friendly event open to the whole community.

### **CONSULTATION/COMMUNICATION:**

Shire Staff

### **STATUTORY/LEGAL IMPLICATIONS:**

Nil

### **POLICY IMPLICATIONS:**

Nil

### **FINANCIAL IMPLICATIONS:**

N/A

### **STRATEGIC IMPLICATIONS:**

N/A

### **VOTING REQUIREMENTS:**

Simple Majority



**4089 OFFICERS RECOMMENDATION & COUNCIL DECISION**

Moved: Cr. G R Ball

Seconded: Cr. S M Chilcott

That Council receive the Deputy Chief Executive Officer's report for July 2019.

Carried 7/0

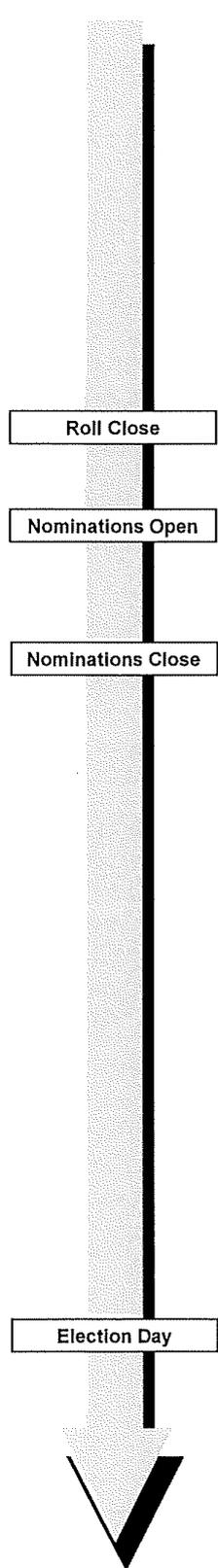


### IN PERSON ELECTION TIMETABLE 2019 Local Government Ordinary Election

Days to Polling Day	Local Government Act	References to Act/Regs	Day	Date
80	Last day for declaration to have the Electoral Commissioner conduct an in person election.	LGA 4.20 (2)(3)(4)	Wed	31/07/2019
70	Electoral Commissioner to appoint a person to be the Returning Officer of the Local Government for the election.	LGA 4.20 (4)	Sat	10/08/2019
70 to 56	Between the 70th/56th day the CEO is to give Statewide public notice of the time and date of close of enrolments. <b>Preferred date Wednesday 14 August 2019</b>	LGA 4.39(2)	Sat to Sat	10/08/2019 to 24/08/2019
56	Last day for the CEO to advise the Electoral Commissioner of the need to prepare a residents roll.	LGA 4.40(1)		24/08/2019
56	Advertising may begin for nominations from 56 days and no later than 45 days before election day. <b>Preferred date Wednesday 28 August 2019</b>	LGA 4.47(1)	Sat	24/08/2019
50	Close roll 5.00 pm	LGA 4.39(1)	Fri	30/08/2019
45	Last day for advertisement to be placed calling for nominations.	LGA 4.47(1)	Wed	4/09/2019
44	<b>Nominations Open</b> First day for candidates to lodge completed nomination paper, in the prescribed form, with the Returning Officer. Nominations period is open for 8 days.	LGA 4.49(a)	Thu	5/09/2019
38	If a candidate's nomination is withdrawn not later than 4.00 pm on the 38th day before election day, the candidate's deposit is to be refunded.	Reg. 27(5)	Wed	11/09/2019
37	<b>Close of Nominations</b> 4.00 pm on the 37th day before election day.	LGA 4.49(a)	Thu	12/09/2019
36	Last day for the CEO to prepare & certify an owners & occupiers roll for the election. Last day for the Electoral Commissioner to prepare & certify a residents roll.	LGA 4.41(1) LGA 4.40(2)	Fri	13/09/2019
31	<b>Preferred date:</b> Notice of Election advertisement	LGA 4.64(1)	Wed	18/09/2019
31	Issuing of postal election packages is to commence [Date of election notice or as soon as practicable after this day]	Reg. 44(2)	Wed	18/09/2019
31	Commencement of absent voting [Date of election notice or as soon as practicable after this day]	Reg. 54(2)	Wed	18/09/2019
31	Commencement of early voting [Date of election notice or as soon as practicable after this day]	Reg. 59(2)	Wed	18/09/2019
22	The preparation of any consolidated roll under subregulation (1) be completed on or before 22nd day before election day.	Reg. 18(2)	Fri	27/09/2019
19	<b>Public Holiday</b>		Mon	30/09/2019
19	Last day for the Returning Officer to give Statewide public notice of the election. <b>Preferred date Wednesday 18 September 2019</b>	LGA 4.64(1)	Mon	30/09/2019
4	Absent voting closes 4.00pm	Reg. 54(2)	Tue	15/10/2019
1	Early voting closes 4.00pm	Reg. 59(2)	Fri	18/10/2019
0	<b>Election Day</b> Close of poll 6.00 pm	LGA 4.7	Sat	19/10/2019

Post Election Day	Post Declaration	References to Act/Regs	Day	Date
5	Election result advertisement.	LGA 4.77	Thu	24/10/2019
14	Report to Minister. The report relating to an election under section 4.79 is to be provided to the Minister within 14 days after the declaration of the result of the election.	Reg.81	Sat	2/11/2019
28	An invalidity complaint is to be made to a Court of Disputed Returns, constituted by a magistrate, but can only be made within 28 days after notice is given of the result of the election.	LGA 4.81(1)	Sat	16/11/2019



### TECHSPO Wagin 2019



## 12.4 CHIEF EXECUTIVE OFFICERS REPORT – JULY 2019

PROPONENT:	Shire of Wagin
OWNER:	Shire of Wagin
LOCATION/ADDRESS:	N/A
AUTHOR OF REPORT:	Chief Executive Officer
SENIOR OFFICER:	Acting Chief Executive Officer
DATE OF REPORT:	16 <sup>th</sup> August 2019
PREVIOUS REPORT(S):	16 <sup>th</sup> July 2019
DISCLOSURE OF INTEREST:	N/A
FILE REFERENCE:	Nil
ATTACHMENTS:	

### 1) DIGITAL SCREEN

Below is a summary of three quotes obtained for a digital screen in Wagin.

Cr West has approached a number of organisations in Wagin about contributing to the structure. These included: -

- Wagin Agricultural Soc                      \$10,000
- Chamber of Commerce                      \$10,000
- WAGS    \$ 5,000
- Raymond Edward                              \$ 5,000
- Wagin Lions                                      \$ 5,000
- Wagin Rotary                                      \$ 5,000
- **May 2019** – No letters have been received to date to enable this project to proceed
- **June 2019** – We have received one email from Rotary indicating a contribution of \$2,500 and another email from the Wagin Chamber of Commerce advising they will be writing soon regarding their contribution of \$10,000.
- **July 2019** – Email from Wagin Agricultural Soc advising that they will be contributing \$10,000 to the digital screen.

To move this project along the CEO intends send accounts to those who have indicated support and gauge the response from that. If the funds are forthcoming then action will commence to progress the installation of the screen.

### 2) ARC INFRASTRUCTURE – FIRE REDUCTION

The CEO recently meet with representatives of ARC Infrastructure regarding the fire hazard along Bolt Rd from Leonora St to Miller St Wagin.

ARC agrees to the fire concerns and are planning to mechanically mulch the section from Leonora St to just north of Sirdar St and install fire breaks on the balance of this section in preparation for burning by the local Brigades. ARC is expecting to have their clearing done by mid-April 2019.

- **May 2019** – Mulching and some burning should take place along the rail line in the next few weeks. There will also be some burning required by the Bush Fire Brigades.
- **June 2019** – Planning on mulching by 29<sup>th</sup> June 2019



- **July 2019** – Mulching 10<sup>th</sup> July 2019 – Started and looks good. Propose to finish by the end of July 2019. Shire to burn between reinstated fire break and Ventnor St

### 3) WASTE DATA STRATEGY

I have attached information regarding the proposed Waste Data Strategy. This document will be looked at by staff and reported back to Council.

The implications are great for rural Councils both larger and small. The thought behind the Waste Data Strategy is that Councils will need to report on how it is performing against the State Waste Strategy. The CEO can see a number of issues with this as distance and markets will create problems for rural Councils in not being able to meet the targets set.

### 4) SELECT COMMITTEE INTO LOCAL GOVERNMENT

WALGA's draft submission has been circulated to all Councillors. Council now has the opportunity to include issues or agrees / disagree with what they have prepared. The closing date for submissions has been extended to the 13<sup>th</sup> of September 2019. Are there any comments?

### 5) INVITATION TO REGIONAL POLICE INSPECTOR – IAN CLARKE

An invitation has been extended to the Regional inspector in Albany to discuss the transfer of two Police Officers to Narrogin as they are unable to recruit staff for Wagin. Other matters could also be discussed.

### 6) SHIRE OF NARROGIN – DRAFT LOCAL PLANNING STRATEGY

The Shire of Narrogin are seeking comments regarding the "Local Planning Strategy". Information is attached and closing date for submissions is the 2<sup>nd</sup> September 2019 the strategy can be downloaded from [www.narrogin.wa.gov.au](http://www.narrogin.wa.gov.au)

### 7) 2020 WASTE SUMMIT

WALGA are seeking expressions of Interest in hosting the 2020 Waste Summit. I have nominated Wagin for the event along, no doubt, with a number of other in the South West of the State  
The outcome will be known in the next few months.

### 8) STATE MODEL AEROBATIC CHAMPIONSHIPS – SEPTEMBER 2019

This event will be run at the Wagin airfield on the 7<sup>th</sup> & 8<sup>th</sup> September 2019. The Wagin Aero Club have no objections to the event being held at that time. The organising committee will be in touch closer to the event.

### 9) SHEEP EXPO – APRIL 2020

Emma Bentley from Wickepin proposes to hold a "Sheep Expo" in Wagin in April 2020. She was trying to have the event in July 2019 however this did not eventuate. Planning is underway for the 2020 event. The Expo is targeted at younger farmers or want-to-be farmers (under 25)

### 10) STAFF

- Peter Webster will be on leave from 19<sup>th</sup> August until 16<sup>th</sup> September 2019



**11) MEETINGS**

13 <sup>th</sup> August 2019	4 WDL EM's and CEO's – Shire of Williams
13 <sup>th</sup> August 2019	Special Meeting of Council – Adopt Budget 19/20
14 <sup>th</sup> August 2019	WWLZ – 4 pm Woodanilling Shire Office
27 <sup>th</sup> August 2019	Ordinary Meeting of Council – 7 pm Shire Office
30 <sup>th</sup> August 2019	CCZ Meeting – 9.30 am Shire of Beverley
24 <sup>th</sup> September 2019	Ordinary Meeting of Council – 7 pm Shire Office
8 <sup>th</sup> October 2019	4 WDL EM's and CEO's – Shire of Lake Grace
19 <sup>th</sup> October 2019	Local Government Elections
22 <sup>nd</sup> October 2019	Ordinary Meeting of Council – 7 pm Shire Office
11 <sup>th</sup> November 2019	Remembrance Day
26 <sup>th</sup> November 2019	Ordinary Meeting of Council – 7 pm Shire Office
29 <sup>th</sup> November 2019	CCZ Meeting – 9.30 am Shire of ?
17 <sup>th</sup> December 2019	Ordinary Meeting of Council – 7 pm Shire Office

**CONSULTATION/COMMUNICATION**

Nil

**STATUTORY/LEGAL IMPLICATIONS:**

Nil

**POLICY IMPLICATIONS:**

Nil

**FINANCIAL IMPLICATIONS:**

Nil

**STRATEGIC IMPLICATIONS:**

Nil

**VOTING REQUIREMENTS:**

Simple

**4090 OFFICERS RECOMMENDATION & COUNCIL DECISION**

Moved: Cr. G R Ball

Seconded: Cr. B L Kilpatrick

That Council receive the Chief Executive Officer's report for July 2019.

Carried 7/0



## 12.5 ACTING CHIEF EXECUTIVE OFFICERS REPORT – JULY 2019

PROPONENT:	Shire of Wagin
OWNER:	Shire of Wagin
LOCATION/ADDRESS:	N/A
AUTHOR OF REPORT:	Acting Chief Executive Officer
SENIOR OFFICER:	Acting Chief Executive Officer
DATE OF REPORT:	21 <sup>st</sup> August 2019
PREVIOUS REPORT(S):	Nil
DISCLOSURE OF INTEREST:	N/A
FILE REFERENCE:	Nil
ATTACHMENTS:	Nil

### HANDOVER AND COMMENCEMENT

The CEO and I had two meetings prior to him taking leave as scheduled. In addition, I accompanied the CEO and the Executive Assistant to the 4WD meeting held in Williams on Tuesday the 13<sup>th</sup> August. This gave me an insight into what issues are of primary concern to member Councils.

I commenced duties on the 19<sup>th</sup> August 2019 and have since been occupied on the following tasks:

- Met with inside staff (collectively) to introduce myself and to outline my intentions for the month ahead.
- Read the Budget document to familiarise myself with proposed capital works and capital purchase provisions.
- Read Policy Manual.
- Discussed gravel pushing quotes, verge clearing quotes and 2019/20 Road Program with MOW.
- Met individually with several staff members to familiarise myself with their respective roles.
- Read WALGA'S Draft Submission – *Select Committee into Local Government*. I marked up several points for further discussion with the President, in anticipation of the Shire taking the opportunity to feedback comments to WALGA and/or submit a submission of its own. The central tenets that I have picked up on, include the urgent requirement for the restoration of cooperation between the State and Local Government sectors (especially responsiveness of State Government Departments and agencies) , the reversal of the decline in funding to Local Government in real terms by State and Federal governments and regulatory burdens on Local Government. It was interesting to note the results of an independent survey (Griffith *University Constitutional Values Survey- 2014*), showed that the level of trust in Local Government by respondents was/is appreciably higher than in either the State or Federal governments.
- Read and signed off on Funding Deed – *RADS* Grant for second seal on taxiway and parking area at Wagin Airport.
- Met with landholder with respect to effecting drainage improvements on his properties and impacts on Shire roads (subject of an agenda item this month).
- Progressed arrangements for the completion of the proposed tourist brochure and tourist video.



Whilst I have several matters to progress during my time in the position, I will (in company with the Manager of Works) take the opportunity to periodically check out current and programmed outside works.

*I thank the staff for their warm welcome and the cooperation extended to me thus far.*

## **ELECTIONS**

A reminder that nominations for (the six) vacancies on Council open on **Thursday the 5<sup>th</sup> September 2019** and close at 4.00 pm, **Thursday the 12<sup>th</sup> September 2019**. There is a nomination prerequisite of completing the *Local Government Candidate Induction* online.

## **PEST ANIMAL BIOSECURITY MANAGEMENT EVENT**

I have been registered to attend this seminar in Perth on Thursday the 22<sup>nd</sup> August 2019. The increasing numbers of feral pigs in Shires within this region is of concern. As a result of this seminar, I would expect to be able to communicate to Council what control measures may be implemented, along with the associated (and inevitable) regulatory environment that will prevail.

## **CONTAINER DEPOSIT SCHEME – REFUND POINT – WAGIN**

Tenders have been invited from interested parties to operate refund points to accept the return of eligible beverage containers and facilitate customer refunds of 10c per eligible container. Tenders are required to be submitted by the 21<sup>st</sup> October 2019.

The minimum number of refund points are set by the State Government, through the Department of Water and Environmental Regulation. Wagin has been afforded the status of being a “Flexible Refund Point”. A Flexible Refund Point is required to be open for a minimum of 16 hours per fortnight, including 8 weekend hours.

In discussion with the CEO before his departure on leave it was considered that the establishment and operation of a refund point in Wagin may be best carried out by a third party, rather than the Shire finding the resources and managing the process. Logically, the ideal site for a refund point would be the Wagin refuse disposal site which is currently managed by Great Southern Waste. The Acting CEO has discussed this matter with the Mr. Kevin Timms of Great Southern Waste and he has advised that subject to clarifying some points with the Scheme Coordinator, he intends to submit a tender to provide this service. There may of course be other parties in the area who may also submit a tender, however this is out of the control of the Shire.

*The purpose of this report is to ascertain whether Council is amenable to not being directly involved in providing this service and therefore not submitting a tender on the basis that the service will be provided to the community by a third party.*

## **4091 OFFICERS RECOMMENDATION & COUNCIL DECISION**

Moved: Cr. B L Kilpatrick

Seconded: Cr. G K B West

That Council receive the Acting Chief Executive Officer's report for July 2019.

Carried 7/0

**13. AGENDA ITEMS****13.1 DRAFT SUBMISSION – SELECT COMMITTEE INTO LOCAL GOVERNMENT**

PROPONENT:	Shire of Wagin
OWNER:	Shire of Wagin
LOCATION/ADDRESS:	Shire of Wagin
AUTHOR OF REPORT:	Acting Chief Executive Officer
SENIOR OFFICER:	Acting Chief Executive Officer
DATE OF REPORT:	28 <sup>th</sup> August 2020
PREVIOUS REPORT(S):	Nil
DISCLOSURE OF INTEREST:	Nil
FILE REFERENCE:	
ATTACHMENTS:	Under separate Confidential Cover Draft Submission

A draft submission into the *Select Committee Into Local Government* has been prepared for the consideration of Council.

**BACKGROUND/COMMENT:**

President Cr Phillip Blight recently prepared a draft response to the invitation to make a submission to the *Select Committee Into Local Government*. The Acting CEO subsequently added to Cr Blight's draft submission and this was circulated to Councillors in its "rough" draft form, along with the invitation for further input.

Since that time, further work has been done on this and the document has been formatted for forwarding to the Select Committee. The most recent draft is attached to this report for the consideration of Council and for further additions and/or amendments as required.

Protocol provides that the submission should not be a public document until such time it has been considered and responded to by the Select Committee. It would be appreciated therefore if this document is not circulated at this stage.

**CONSULTATION/COMMUNICATION:**

President and Councillors  
Deputy CEO

**STATUTORY/LEGAL IMPLICATIONS:**

Nil

**POLICY IMPLICATIONS:**

Nil

**FINANCIAL IMPLICATIONS:**

Nil



**STRATEGIC IMPLICATIONS:**

Nil

**VOTING REQUIREMENTS:**

Nil

**4092 OFFICERS RECOMMENDATION & COUNCIL DECISION**

Moved: Cr. G R Ball

Seconded: Cr. S M Chilcott

That the submission as presented and amended be forwarded to the Select Committee into Local Government.

Carried 7/0



**Note:** Cr West declared an interest the below item, and requested permission to stay in the meeting for the item discussion

#### 4093 COUNCIL DECISION

Moved: Cr. S M Chilcott

Seconded: Cr. L A Lucas

That permission be given for Cr West to stay in the meeting for discussion of the item.

Carried 6/0

#### 13.2 WAGIN VINTAGE CARAVAN MUSEUM (PROPOSED)

PROPONENTS:	Mr. Brian Noble & Mr. Mick Flavell
OWNER:	
LOCATION/ADDRESS:	1 Ballagin Street WAGIN (Showgrounds)
AUTHOR OF REPORT:	Acting Chief Executive Officer
SENIOR OFFICER:	Acting Chief Executive Officer
DATE OF REPORT:	27 <sup>th</sup> August 2019
PREVIOUS REPORT(S):	Nil
DISCLOSURE OF INTEREST:	Nil
FILE REFERENCE:	CS.SP.26
ATTACHMENTS:	Letter and requests

#### BRIEF SUMMARY:

This report recommends *in - principle* support for the establishment of the Wagin Vintage Caravan Museum.

#### BACKGROUND/COMMENT

On the 24<sup>th</sup> July 2019, a letter was received from Mr Brian Noble and Mr Mick Flavell advising of the intention to establish a vintage and classic caravan museum in the exhibition shed (attached to the grandstand) at the Wagin showgrounds.

Apparently there is no vintage caravan museum of note in Australia and in addition to the 23 vintage caravans that are immediately accessible to be displayed in the museum (on a rotational basis of about 10/12 at any one time), there is interest throughout the State and possibly beyond, by owners of caravans willing to have them periodically displayed

The proponents are requesting support as follows:

- Sole use of the Exhibition shed;
- Free use of electricity and water;
- Financial support of \$33,340
  - To cover the cost of items to upgrade the shed to suitable standard to use as a museum.(The proponents would complete all work required for the upgrade.)

They would like the museum to be opened by mid November 2019 to coincide with the annual Albany Caravan show which will attract many caravanners through Wagin *en route* to this event, along with many others from interstate.

The proponents advise that they are in the process of forming a constitution for the

“Association” which will be the governing document for the museum.

In company with the Community Liaison Officer, the Acting CEO met with Mr Noble on the 27<sup>th</sup> August to discuss this proposal. Advice was given that the following aspects of the proposal need to be addressed.

1. Sole use of the Exhibition shed – The proponents need to discuss this with the Wagin Agricultural Society to ascertain whether the proposed sole use is compatible with its operations;
2. Constitution – The proponents will need to have the Association incorporated as soon as possible (for insurance purposes and grant funding opportunities. Their application has been submitted to the Dept of Commerce, 27<sup>th</sup> August – awaiting approval;
3. Funding – As the Shire budget has just been adopted it would be difficult for the Shire to accede to their request for funding. Advice was given that the proponents should seek external grant funding (i.e. Lotterywest and others) to meet the establishment costs of the museum (The Shire is able to assist in this process);
4. Councils approval would need to be sought with respect to the sole use of the shed as well as a determination on meeting the recurrent costs of electricity and water.
5. Prior to Council agreeing to grant exclusive use of the shed, the Shire will need to advertise the proposal in accordance with the provisions of section 3.58 of the *Local Government Act 1995* to provide the opportunity for any interested parties to make comment.

#### CONSULTATION/COMMUNICATION

- Community Liaison Officer – Mrs Donna George
- Mr Brian Noble - Proponent

#### STATUTORY/LEGAL IMPLICATIONS:

##### SECTION 3.58 – LOCAL GOVERNMENT ACT 1995 -DISPOSITION OF PROPERTY

#### POLICY IMPLICATIONS:

Nil

#### FINANCIAL IMPLICATIONS:

To be determined

#### STRATEGIC IMPLICATIONS:

The museum would complement the Wagin Historical Village as a drawcard to attract visitors to Wagin.

#### VOTING REQUIREMENTS:

Simple

**Note:** Cr West left the meeting at 8.08 pm



**OFFICERS RECOMMENDATION**

1. That Council give in principle support to the establishment of the Wagin Vintage Caravan Museum, subject to:
  - a) further information from the proponents as to the outcome of discussions with the Wagin Agricultural Society, with respect to proposed sole use of the Exhibition shed as a museum site and;
  - b) confirmation that a constitution for the Association has been formalised.
2. That Council support the use of the Exhibition shed in November 2019 to accommodate the display of vintage caravans at the same time as this year's Albany Caravan Show.

**4094 OFFICERS RECOMMENDATION & COUNCIL DECISION**

Moved: Cr. G R Ball

Seconded: Cr. S M Chilcott

1. That Council give in principle support to the establishment of the Wagin Vintage Caravan Museum, subject to:
2. That Council support the use of the Exhibition shed in November 2019 to accommodate the display of vintage caravans at the same time as this year's Albany Caravan Show.

Carried 6/0

**Note:** reason for change due to some uncertainties of the proposal and not to pre-empt outcomes of Council's current Sportsground Precinct masterplan project.

**Note:** Cr West returned to the meeting at 8.09 pm

Wagin Vintage Caravan Museum.

SHIRE OF WAGIN

24 JUL 2019

Proposal

July 2019

RECEIVED

To the Shire of Wagin ,

Creation of a Vintage Caravan Museum at the Wagin Sports ground within the Exhibition shed.

The Museum would be run by volunteers as along the lines of the Historical Village with visitors paying an entry fee and in conjunction with The Vintage and Classic Caravan Association of Australia. Being a non for profit group managing the venture.

We have had talks with the village and they are happy for the project to proceed, as it will both enhance the village and the museum where people can visit both locations easily.

This proposal has also been put forward to the Wagin Ag; Society.

We have talked with the Shire of Wagin CEO, DCEO, Community Liaison and Councillor West on the subject, who agree that this is a good option for Wagin to increase tourism with a lot of potential growth into either our own Building in the future or redevelop the existing grandstand building by adding in a work shop where skills may be passed on.

We request approval from the shire of Wagin for the sole use of the Exhibition shed at the Wagin Sports ground for this proposal.

We request finical support of approx. \$33,340.

- . Free use of the shed.
- . Free Electricity & water on site.
- . Insurance to be confirmed.
- . Materials.

Officer		Comment
Action Required		CEO
Information Only		
Actioned		
Scanned		

A To refurbish the shed to bring it up to a standard for a Musuem.

B We will endeavour where possible to do the labour for the refit of the building.

We would like to open by mid November 2019 as there is a large caravan get together in Albany in conjunction with the Caravan Association of Australia and the annual Albany Caravan show. Estimated to be some 1000 caravaners attending this turn out from both local and interstate alike. It would be nice to attract a lot of these visitors through Wagin to visit our collection We have been invited to attend and display some of our caravans at this show in Albany and this will only help promote our opening in November.

Attached is our draft Constitution, a list of the plans we have for the shed and also a floor plan along with a costing of materials to establish the Museum.

We look forward to hearing back from you soon for this venture.

Regards.

Brian Noble .

Mick Flavel.



## Costings for proposed Caravan Museum.

## Wagin sports ground exhibition shed conversion.

1 Shade cloth to line both walls and ceilings.		\$2,340
2 Refurbish entrance doors		2,500
3 Lighting and Electrical		1,575
4 Paint External		2850
5 Paint Internal		1960
6 Front counter area, partitions and door ways		6000
7 Display partitioning		2575
8 floor coverings.		
a. Main foyer area	72m2	3500
b. Walkway area	144m2	1440
c. Display area	370m2	2500
9 Signage and display banners		3750
10 Display backdrops		2350
		Total 33 340

Wagin Vintage and Classic Caravan Museum Planned Alterations for Exhibition Shed.

Request that the Shire of Wagin supply & Museum members will source items and do the work.

1. Make and fit 2 steel full height sliding doors inside for added security – One door front and one rear, this will be used as a muster point and public entry to museum, front door, to museum
2. Security mesh on all windows along the top of the shed
3. Fit 3-metre-high cream shade cloth all around shed wall
4. Paint all exposed steel inside the shed – cream
5. Remove basketball hoops each end of the shed (OHS concern)
6. A partition wall approx. 18 metres long at the front of the shed x 3 metres high – will be the access to reception, shop and museum entry. The reception area will be approx. 18mt x 4 mt
7. 4 mt shade cloth (green) set on the shed floor – 4 mt out from the main wall all around and down centre for display purposes
8. Artificial lawn to all walkways and reception
9. Mural paintings for display areas – i.e.:
  - a. Bush area
  - b. Beach area
  - c. Rain forest
  - d. Lake side
  - e. Puntapin
10. Lighting and power need to be checked for safety of public
11. Reception area set up
  - a. Counter
  - b. Table & chairs
  - c. Display counter
  - d. Fridge
  - e. Display area for souvenir's & stands
  - f. Photo frames for "Hall of Fame"
12. Repaint outside of shed



### 13.3 DRAINAGE THROUGH SALT AFFECTED AREAS – DONGOLOCKING AND ROBINSON ROADS

PROPONENT:	Mr Anthony Rowell
OWNER:	Shire of Wagin
LOCATION/ADDRESS:	Lots 12375, 117847 & 5642
AUTHOR OF REPORT:	Acting Chief Executive Officer
SENIOR OFFICER:	Acting Chief Executive Officer
DATE OF REPORT:	20 <sup>th</sup> August 2020
PREVIOUS REPORT(S):	Nil
DISCLOSURE OF INTEREST:	Nil
FILE REFERENCE:	WS.LI.1
ATTACHMENTS:	Submission – Drainage Proposal/Previous Email Correspondence

#### BRIEF SUMMARY:

The proponent wishes to install a drain to improve salt affected land on two of his properties respectively contiguous with sections of Dongolocking and Robinson roads. This report offers several recommendations (not necessarily mutually exclusive) for consideration by Council.

#### BACKGROUND/COMMENT

The intention is to improve drainage to his properties to alleviate the impacts of a rising water table and the ponding of water during rainfall events, which is resulting in salt encroachment and the demise of natural vegetation along the creek line. Water in the creek usually evaporates, however excess water ultimately discharges into the Buchanan River.

The cost of installing drainage is quite significant and would be met by the proponent. The 300 mm culvert pipes which currently accommodate the drainage line where it crosses Dongolocking and Robinson roads are deemed insufficient by the proponent to cope with the current flow of water and ponding of water adjacent to the roads. The situation would be further exacerbated with additional water flow resulting from additional remedial drainage into the creek line.

The proponent is seeking approval to install 900 mm culvert pipes in place of the current 300mm pipes to accommodate the proposed drainage improvements. In accordance with the provisions of the *Soil and Land Conservation Act 1945* and the *Soil and Land Conservation Regulations 1992* the proponent has obtained the approval of landholder who may be affected if the proposal proceeds.

The proponent contends that as the current culvert pipes are already inadequate, the Shire will eventually need to programme the replacement of same with larger capacity pipes.

Council has been requested to consider meeting the cost of the two sets of 900mm culvert pipes. The proponent will meet the cost of installing drainage on his property and for the installation of the pipes. (The timing of this proposal is unfortunate given that Council has only recently adopted its budget for the 2019/20 financial year).

In discussion with the Acting CEO, the proponent advised that timing is of the essence with plans to commission drainage works within the next month.

Since meeting with the proponent, the Acting CEO in discussion with the Manager of Works has ascertained that there was previously a precedent (on the Bullock Hills road) where Council approved the installation of larger pipes at the proponents expense. The Shire did however meet the cost of resheeting the section of road with gravel, over the section in question, once the pipes had been installed. If this precedent was repeated in this case, the gravel resheeting would comprise 200 metres over each of the two sections (total of 600 cubic metres of gravel). This work could be accommodated with the Shires current budget provision for road maintenance.

The proponent wishes to take the opportunity to speak on his proposal to Council and to clarify any points that may be raised.

**CONSULTATION/COMMUNICATION:**

Manager of Works  
Deputy CEO  
Mr Anthony Rowell

**STATUTORY/LEGAL IMPLICATIONS:**

*Soil and Land Conservation Act 1945*  
*Soil and Land Conservation Regulations 1992*  
Local Government Act 1995 - s 6.8(1) (b) – *Expenditure from municipal fund not included in annual budget.*

**POLICY IMPLICATIONS:**

Nil

**FINANCIAL IMPLICATIONS:**

To be determined (Between no cost to approximately \$13000 plus some in – kind works) depending on decision outcomes.

**STRATEGIC IMPLICATIONS:**

Nil

**VOTING REQUIREMENTS:**

Depending on recommendation/s adopted.  
(*Absolute Majority* decision required if out of Budget expenditure required).



**OFFICERS RECOMMENDATION**

1. That Council approve of the proposal by Mr Anthony Rowell to install drainage through salt affected areas on his properties subject to the adherence to all statutory requirements and subject to the proponent indemnifying the Shire of Wagin from any claims or damages lodged by any third parties, that may allege that they have been adversely affected by the works.

2. That Council approve of the installation of 900 mm culvert pipes across Dongolocking and Robinson roads to replace the current 300 mm culvert pipes, providing that the required traffic management control measures during the time of the installation, are in place and that the works are completed to the satisfaction of the Manager of Works.

3. That the Shire of Wagin contributes ....% towards the cost of the new culvert pipes

OR

That the Shire of Wagin advises that it is unable to contribute to the cost of the new culvert pipes at this time

OR

4. That the Shire meet the cost of gravel sheeting the sections of road over which the new pipes will have been installed.

**4095 OFFICERS RECOMMENDATION & COUNCIL DECISION**

Moved: Cr. G R Ball

Seconded: Cr. S M Chilcott

1. That Council approve of the proposal by Mr Anthony Rowell to install drainage through salt affected areas on his properties subject to the adherence to all statutory requirements and subject to the proponent indemnifying the Shire of Wagin from any claims or damages lodged by any third parties, that may allege that they have been adversely affected by the works;

2. That Council approve of the installation of 900 mm culvert pipes across Dongolocking and Robinson roads to replace the current 300 mm culvert pipes, providing that the required traffic management control measures during the time of the installation, are in place and that the works are completed to the satisfaction of the Manager of Works;

3. That the Shire of Wagin contributes 50% up to a limit of \$6,000 towards the cost of the new culvert pipes and;

4. That the Shires contribution to this project is on the basis that the drainage proposal is a trial and subject to monitoring with respect to outcomes.

**Carried by Absolute majority 7/0**

**Note:** reason for difference Council wished to set a cap on its contribution and to state that the contribution was based on a trial of the drainage proposal.

**Allen Hicks**

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**From:** Allen Hicks  
**Sent:** Thursday, 4 July 2019 3:49 PM  
**To:** [krrowell@wn.com.au](mailto:krrowell@wn.com.au)  
**Subject:** RE: Drain through salt effected area

Hi Anthony,

I have taken your request to a works meeting and they would like you to send your request to council for further discussion.

I'd recommend just sending the same information you sent me, through to Peter at [ceo@wagin.wa.gov.au](mailto:ceo@wagin.wa.gov.au) and address to Council.

**Allen Hicks**  
Manager of Works

Shire of Wagin  
PO Box 200  
Wagin WA 6315  
Ph: 08 9861 1177  
Fax: 08 9861 1204  
Mobile: 0427 611 252  
Email: [mow@wagin.wa.gov.au](mailto:mow@wagin.wa.gov.au)



Visit our Website [www.wagin.wa.gov.au](http://www.wagin.wa.gov.au)

Wagin is home of the Giant Ram and Wagin Woolorama

"Disclaimer by the Shire of Wagin: This email is private and confidential. If you are not the intended recipient, please advise us by return email immediately, and delete the email and any attachments without using or disclosing the contents in any way. The views expressed in this email are those of the author, and do not represent those of the Shire of Wagin unless this is clearly indicated. You should scan this email and any attachments for viruses. The Shire of Wagin accepts no liability for any direct or indirect damage or loss resulting from the use of any attachments to this email."

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**From:** [krrowell@wn.com.au](mailto:krrowell@wn.com.au) <[krrowell@wn.com.au](mailto:krrowell@wn.com.au)>  
**Sent:** Tuesday, 11 June 2019 1:55 PM  
**To:** Allen Hicks <[mow@wagin.wa.gov.au](mailto:mow@wagin.wa.gov.au)>  
**Subject:** Drain through salt effected area

Hi Allan

I spoke to you a couple of months ago regarding a drain we are looking at constructing in the salt effected area on our farms. It is currently with the department awaiting approval but we have been told that be a formality as they have approved similar projects in the past. Details below;

Subject to approval from Department of Agriculture, Scott Angwin and myself are proposing to put a 2mtr wide drain by up to 2.8mtrs deep (where possible) to improve the salt effected land on our farms. Three years ago I put a slow flow drain through this area which has helped increase the water flow but now the

water overflows at Robinson Rd. This is because the 300mm diameter pipes are too small and can't handle the amount of water flowing through. This can happen even in a small rain event of 15-20mm.

We plant salt bush most years which definitely help reduce the water table level and enables us to get some production off this land. But this is not enough and the salt bush simply will not survive if the water table level isn't reduced in the years to come. The leach drain that we are proposing to build has proven to reduce the water table levels in salt effected areas. The water simply leaches into the drain and evaporates over time or flows downstream.

The leach drain is a huge cost to the landowner, approximately \$8-10 000 per km(around \$100 000 in total) plus there is a maintenance fee in the following years to clean the silt out. There are two crossings that need to go under shire roads - Robinson Road and Dongolocking Road. The pipes recommended are 900mm with headwalls at each end. I am asking the shire to pay for the drains and we will pay for the contractor to lay the pipe under the road. The shire may also have to cart some gravel and level the crossing after the pipes are installed. The contractor has advised this can be done on the week-end when there is less traffic. In the past the contractor has installed similar pipes in the Dumbleyung shire so you could contact the Works Manager there for more information if required.

**Benefits** - the road will no longer flood because the 300mm diameter pipes that are currently there can't handle the water flow and in a high rainfall event this can cause damage to the road. With bigger pipes there will be less maintenance for the shire to do on the road and we are paying the contractor to lay the pipes that will probably have to be done by the shire in the future anyway.

**Cost** – We have engaged Lyon Contracting to complete all the work. They can source the pipes from Galvins but feel free to buy from your supplier if its more cost effective.

2 x headwalls \$5000 - 4 x 6mtr 900mm pipes \$6000 – Total per crossing \$11 000 (2 crossings in total)

#### **Contractors details**

Newholstien Pty Ltd - Conservation & Landcare

Unit 8  
5 Westview Parade  
Wannanup 6210  
Ph 0427386640  
E-Mail [kevin@newholstien.com](mailto:kevin@newholstien.com)

I have attached the maps plus a copy of the application we have submitted to the department.

Please give me a call if you have any questions.

Anthony Rowell 0437480312



## Peter Webster

**From:** krowell@wn.com.au  
**Sent:** Monday, 22 July 2019 10:23 AM  
**To:** Peter Webster  
**Subject:** Fw: Drain through salt effected area  
**Attachments:** anthony rowell scott angwin.pdf; Drain - Glenrobin.pdf

COPY

Hi Peter

Allan has advised to send this e-mail through to you so you can take it to the council meeting tomorrow. It has been to a Works meeting and now its awaiting approval from Council. Allan has told me he can buy the pipes required at a better price than what we can so please see him for the pipe costs. Let me know if you have any questions regarding the proposal below.

Thanks

Anthony Rowell

**From:** krowell@wn.com.au  
**Sent:** Tuesday, June 11, 2019 1:54 PM  
**To:** mow@wagin.wa.gov.au  
**Subject:** Drain through salt effected area

Officer	Comment
Action Required	CEO
Information Only	
Actioned	MOW
Scanned	

Hi Allan

I spoke to you a couple of months ago regarding a drain we are looking at constructing in the salt effected area on our farms. It is currently with the department awaiting approval but we have been told that be a formality as they have approved similar projects in the past. Details are below;

Subject to approval from Department of Agriculture, Scott Angwin and myself are proposing to put a 2mtr wide drain by up to 2.8mtrs deep (where possible) to improve the salt effected land on our farms. Three years ago I put a slow flow drain through this area which has helped increase the water flow but now the water overflows at Robinson Rd. This is because the 300mm diameter pipes are too small and can't handle the amount of water flowing through. This can happen even in a small rain event of 15-20mm.

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*[Handwritten signature]*

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**Contractors details**

Newholstien Pty Ltd - Conservation & Landcare

Unit 8  
5 Westview Parade  
Wannanup 6210  
Ph 0427386640  
E-Mail [kevin@newholstien.com](mailto:kevin@newholstien.com)

I have attached the maps plus a copy of the application we have submitted to the department.

Please give me a call if you have any questions.

Anthony Rowell 0437480312



SOIL AND LAND CONSERVATION ACT 1945  
SOIL AND LAND CONSERVATION REGULATIONS 1992  
Regulations 5 and 6



Department of  
Agriculture and Food



OFFICE USE ONLY 7/04

# NOTICE OF INTENT TO DRAIN OR PUMP WATER

## When is a notice of intent to drain or pump required?

Where an owner or occupier of land wishes to drain or pump groundwater for the purpose of controlling salinity, he or she is required to lodge a notice of intention with the Commissioner of Soil and Land Conservation at least 90 days before discharging water. This includes draining or pumping within the same property. Note that within the Peel-Harvey Catchment Area, a notice of intention is required for any draining or pumping works.

## What happens if I do not lodge a notice of intent to drain or pump?

It is an offence not to give notice of intent to drain when required to do so. The penalty is \$2,000 for individuals and up to \$10,000 for companies. You may also be liable for charges of causing environmental harm under recent changes to the *Environmental Protection Act 1986*.

### Further information

Further information on completing this form is available from the Office of the Commissioner of Soil and Land Conservation in Perth on (08) 9368 3282 (8.30am to 5.00pm Monday to Friday).

### 1. TYPE OF PROPOSAL

Tick one:

DRAINAGE ONLY

PUMPING ONLY

DRAINAGE AND PUMPING

### 2. SINGLE OR MULTIPLE PROPERTY NOTIFICATION

WILL THE DRAIN/PUMPING BE  
CONSTRUCTED ON A SINGLE  
PROPERTY?

YES



GO TO QUESTION 3

NO



GO TO QUESTION 4

### 3. DETAILS OF OWNER/OCCUPIER - SINGLE PROPERTY

Mr

Mrs

Ms

Miss

Other

SURNAME OR FAMILY NAME

GIVEN OR FIRST NAME(S)

COMPANY NAME  
(if applicable)

LOCATION NUMBER(S) OF LAND TO BE  
DRAINED/PUMPED (e.g. Avon Location 1234)

LOCAL GOVERNMENT DISTRICT  
(Shire, Town or City council)

POSTAL ADDRESS

TOWN/SUBURB

POSTCODE

CONTACT NUMBER

FACSIMILE

EMAIL

WHICH ARE YOU? (tick one):

OWNER OF THE LAND

OCCUPIER OF THE LAND



GO TO QUESTION 6

**4. DETAILS OF OWNERS/OCCUPIERS - TWO OR MORE PROPERTIES**

For drainage or pumping proposals involving two or more properties, each owner/occupier must complete their details in Schedule 1. Properties should be listed and numbered in the order of the commencement point to discharge point (e.g., highest to lowest).

**5. CONTACT PERSON FOR PROPOSAL INVOLVING TWO OR MORE PROPERTIES**

Insert in this section the name of the person who is authorised as the contact for the individual owners/occupiers. If questions arise in relation to the proposed drainage works, this person will be contacted first.

Name of contact person Mr  Mrs  Ms  Miss  Other

SURNAME OR FAMILY NAME

GIVEN OR FIRST NAMES

Postal address

NUMBER/PO BOX/RMB  PROPERTY NAME (if applicable)

ROAD/STREET

TOWN OR LOCALITY  POSTCODE

TELEPHONE/MOBILE NUMBER  FACSIMILE

EMAIL

➡ GO TO QUESTION 6

**6. DESCRIPTION OF PROPOSED DRAINAGE/PUMPING WORKS**

AREA OF LAND TO BE DRAINED/PUMPED  ha

LENGTH OF DRAIN  km

WHERE IS THE WATER TO BE DISCHARGED? (Tick one or more)

WATERCOURSE

EVAPORATION BASIN OR DAM

OTHER  Describe

WETLAND  EXISTING DRAIN

SALT LAKE  ROAD OR OTHER PUBLIC LAND

IF DISCHARGING INTO AN EVAPORATION BASIN OR DAM, WHAT IS ITS CAPACITY?  m<sup>3</sup>

WILL THE PROPOSED DRAIN RECEIVE WATER FROM AN EXISTING DRAIN?  YES  NO

For pumping works only: DURATION OF PUMPING  MONTHS OR  ON-GOING/PERMANENT

**7. PLAN OF PROPOSED DRAINAGE/PUMPING WORKS**

Please attach plan or aerial photograph of the proposed drainage works which clearly shows a north point and the location of: □

- the drainage channels and/or pipes, including the direction of flow of water;
- existing drains or pumping works that may discharge into the proposed works or to which the works may be connected;
- place where the water is to be discharged;
- adjacent land including lot or location numbers;
- all natural watercourses (creeks, rivers etc) and wetlands (lakes, marshes etc);
- roads, railways and water mains adjacent to the land; and
- any other Crown land, such as nature reserves, which is adjacent to the land.

Scale of plan/photograph: 1:10,000 for single properties; 1:25,000 for two or more properties

See Schedules 2 and 3 for examples of plans that meet these requirements.

**8. DETAILS OF PERSON/COMPANY UNDERTAKING EXCAVATION WORKS**

WILL THE DRAIN OR PUMPING REQUIRE EARTHWORKS TO BE UNDERTAKEN?  YES  NO

If YES, complete the following if you are engaging a contractor to do the work:

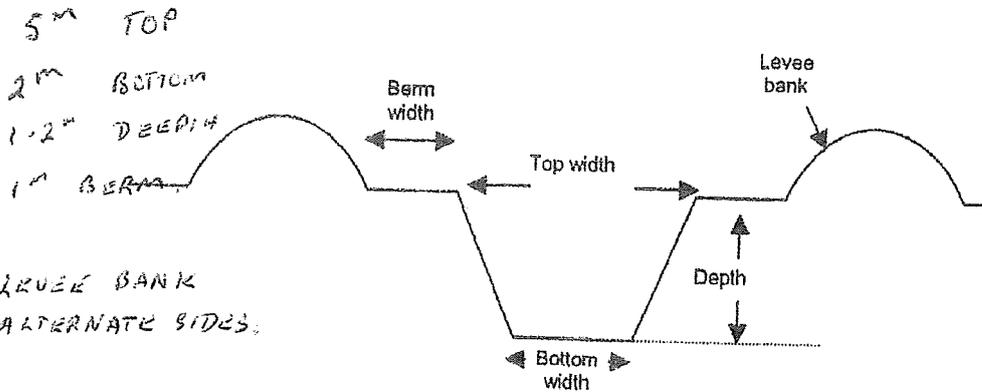
NAME OF CONTRACTOR: NEWHOLSTIEN PTY LTD  
 ADDRESS: 68 ROXBURGH DRIVE  
 THE VINES POSTCODE: 6069.  
 CONTACT NUMBER: 0827336640 FACSIMILE:

**9. CROSS-SECTIONAL PLAN OF DRAIN**

Please complete the cross-sectional plan(s) of the drain(s) including the drain dimensions, whether there will be levee banks etc.

Note: If the proposed drain involves channels of a different cross-section, please provide additional cross-section plans.  CLOSED GROUND WATER DRAIN

SURFACE CHANNEL -



Top width of drain: 3.5m  
 Bottom width of drain: 1.2m  
 Depth: 2.2m  
 Berm width - left hand side: 1m  
 Berm width - right hand side: 1m

Levee banks (tick one):  
 No levee banks   
 Levee banks on one side only   
 Levee banks on both sides

**10. CHECKLIST OF OTHER APPROVALS**

Draining or pumping water may require approval/consent from a number of different public authorities. Controls vary from area to area. It is your responsibility to check what other approvals are required for your proposal.

The following is a checklist of some of the more common types of approval that may be required:

- Approval to undertake earthworks on a road or railway - local government, Main Roads, Public Transport Authority
- Approval to undertake earthworks on other Crown land - public authority managing the land (e.g. DEC, local govt etc.)
- Development approval under a town or region planning scheme - local government, WA Planning Commission
- Approval to clear native vegetation - Department of Environment and Conservation
- Licence to take groundwater - Department of Water
- Permit to undertake earthworks on bed or banks of watercourses - Department of Water
- Referral of proposal which may impact on Ramsar wetlands - Federal Department of Environment and Heritage
- Location of cables and pipelines etc - dial 1100 before you dig
- Approval to undertake works affecting an Aboriginal site - Department of Indigenous Affairs
- Approval to undertake works affecting a heritage place - Heritage Council; local government

Please attach copies of relevant approvals listed above (if any).

**11. CONSULTATION WITH DOWNSTREAM AND OTHER AFFECTED LANDHOLDERS**

The two landholders immediately downstream of the land subject to the drain and any other landholder who might be adversely affected by the construction and operation of the drain should be asked to complete the form in Schedule 4.

Completed forms should be returned to the Commissioner of Soil and Land Conservation, at the address below.

*[Signature]*

**SCHEDULE 1**

**DETAILS OF OWNERS/OCCUPIERS FOR PROPOSALS INVOLVING TWO OR MORE PROPERTIES**

Insert the details of each property on which the drainage/pumping will take place, in order of the commencement point to discharge point.

Property no.  1 SURNAME OR FAMILY NAME ROWELL

GIVEN OR FIRST NAME(S) ANTHONY

COMPANY NAME (if applicable)

LOCATION NUMBER(S) OF LAND TO BE DRAINED/PUMPED (e.g. Avon Location 1234) 2721, 2720, 12375

LOCAL GOVERNMENT DISTRICT (Shire, Town or City council) WAGIN

POSTAL ADDRESS PO BOX 54

TOWN/SUBURB WAGIN POSTCODE

CONTACT NUMBER 0437480312 FACSIMILE

EMAIL krowell@wag.com.au

WHICH ARE YOU? (TICK ONE):  OWNER OF THE LAND  OCCUPIER OF THE LAND

Property no.  2 SURNAME OR FAMILY NAME Angwin

GIVEN OR FIRST NAME(S) Scott Stuart

COMPANY NAME (if applicable) SS + SE Angwin

LOCATION NUMBER(S) OF LAND TO BE DRAINED/PUMPED (e.g. Avon Location 1234) 9731, 5997

LOCAL GOVERNMENT DISTRICT (Shire, Town or City council) Wagin

POSTAL ADDRESS RMB 152

TOWN/SUBURB Wagin POSTCODE 6315

CONTACT NUMBER 0428 637209 FACSIMILE

EMAIL jangwin@bigpond.com

WHICH ARE YOU? (TICK ONE):  OWNER OF THE LAND  OCCUPIER OF THE LAND

Property no.  SURNAME OR FAMILY NAME

GIVEN OR FIRST NAME(S)

COMPANY NAME (if applicable)

LOCATION NUMBER(S) OF LAND TO BE DRAINED/PUMPED (e.g. Avon Location 1234)

LOCAL GOVERNMENT DISTRICT (Shire, Town or City council)

POSTAL ADDRESS

TOWN/SUBURB POSTCODE

CONTACT NUMBER FACSIMILE

EMAIL

WHICH ARE YOU? (TICK ONE):  OWNER OF THE LAND  OCCUPIER OF THE LAND

*If insufficient room, please continue on a separate sheet of paper*

12. DECLARATION(S)

All owners/occupiers that are party to the drainage/pumping proposal must sign this declaration. If the proposal is for one property, complete and sign the first box only.

I/WE DECLARE THAT THE INFORMATION IN THIS FORM AND THE ATTACHMENTS IS TRUE AND CORRECT:

Property no.  1

NAME OF OWNER/OCCUPIER ANTHONY ROWELL

COMPANY NAME (if applicable) \_\_\_\_\_

SIGNATURE [Signature] DATE 12-3-19

---

Property no.  2

NAME OF OWNER/OCCUPIER SCOTT ANGUIN

COMPANY NAME (if applicable) \_\_\_\_\_

SIGNATURE [Signature] DATE 12/3/19

---

Property no.

NAME OF OWNER/OCCUPIER \_\_\_\_\_

COMPANY NAME (if applicable) \_\_\_\_\_

SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_

---

Property no.

NAME OF OWNER/OCCUPIER \_\_\_\_\_

COMPANY NAME (if applicable) \_\_\_\_\_

SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_

---

Property no.

NAME OF OWNER/OCCUPIER \_\_\_\_\_

COMPANY NAME (if applicable) \_\_\_\_\_

SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_

If insufficient room, please attach additional sheets

ONCE COMPLETED, SEND THE ORIGINAL OF THIS FORM AND ALL ATTACHMENTS TO:

Commissioner of Soil and Land Conservation  
Department of Agriculture and Food  
Locked Bag 4  
BENTLEY DISTRIBUTION CENTRE WA 6983

or hand deliver to:  
Department of Agriculture and Food  
3 Baron-Hay Court  
SOUTH PERTH WA 6151

YOU WILL BE NOTIFIED IN WRITING THAT YOUR NOTICE OF INTENT HAS BEEN RECEIVED. IF YOU HAVE NOT RECEIVED A RESPONSE WITHIN 14 DAYS OF SENDING YOUR NOTICE, PLEASE TELEPHONE THE COMMISSIONER'S OFFICE ON (08) 9368 3282 TO CHECK PROGRESS.

IMPORTANT: THE 90-DAY NOTICE OF INTENT PERIOD COMMENCES ON THE DAY WHEN A COMPLETE AND VALID NOTICE IS RECEIVED BY THE COMMISSIONER'S OFFICE.

*[Handwritten signature]*

### SCHEDULE 4



Department of Agriculture and Food



SOIL AND LAND CONSERVATION REGULATIONS 1992

OFFICE USE ONLY 7/04

## NEIGHBOURS COMMENT FORM

This form is to be completed by the two landholders immediately downstream from land that is proposed to be drained or pumped and any other adjoining landholder who may be adversely affected by the proposal. The Commissioner of Soil and Land Conservation will take these comments into account in assessing the proposal.

TO: The Commissioner of Soil and Land Conservation  
Department of Agriculture and Food  
Locked Bag 4  
BENTLEY DELIVERY CENTRE WA 6983

DEAR COMMISSIONER

I/WE\* MICHAEL WAREING AM/ARE\*  
(insert full name(s) here)

THE OWNER(S)/OCCUPIER(S)\* OF 450 WAIN WICKER, ROAD 9593, 3476  
(insert location number of your land here)

LOCATED IN THE LOCAL GOVERNMENT DISTRICT OF WAIN  
(insert local government name here)

I/WE\* HAVE BEEN ADVISED BY ANTHONY ROWELL THAT HE/SHE  
(insert name of person proposing to drain here)

PROPOSES TO DRAIN OR PUMP WATER FROM WENROBIN 2721, 2720  
(insert location number(s) of land to be drained here)

AND DISCHARGE WATER IN THE MANNER DESCRIBED IN THE PLAN ATTACHED TO HIS/HER\* NOTICE OF INTENTION TO DRAIN MADE UNDER REGULATION 5 OR 6 OF THE SOIL AND LAND CONSERVATION REGULATIONS 1992.

I/WE\* HAVE CONSIDERED THIS PROPOSAL AND PROVIDE THE FOLLOWING RESPONSE:

Tick one

- I/WE HAVE NO OBJECTION TO THE PROPOSAL
- I/WE OBJECT TO THE PROPOSAL

COMMENTS:

YOURS FAITHFULLY

NAME/S Michael Wareing

ADDRESS PO 307 WAIN

TOWN WAIN POSTCODE 6515

SIGNATURE/S  DATE 28/3/2019

# SCHEDULE 4



Department of Agriculture and Food



SOIL AND LAND CONSERVATION REGULATIONS 1992

OFFICE USE ONLY 7/04

## NEIGHBOURS COMMENT FORM

This form is to be completed by the two landholders immediately downstream from land that is proposed to be drained or pumped and any other adjoining landholder who may be adversely affected by the proposal. The Commissioner of Soil and Land Conservation will take these comments into account in assessing the proposal.

TO: The Commissioner of Soil and Land Conservation  
Department of Agriculture and Food  
Locked Bag 4  
BENTLEY DELIVERY CENTRE WA 6983

DEAR COMMISSIONER

I/WE\* MARJORIE ANNE KREFFENBACH AM/ARE\*  
(insert full name(s) here)

THE OWNER(S)/OCCUPIER(S)\* OF 5520, 5245  
(insert location number of your land here)

LOCATED IN THE LOCAL GOVERNMENT DISTRICT OF WAGIN  
(insert local government name here)

I/WE\* HAVE BEEN ADVISED BY ANTHONY ROWELL THAT HE/SHE  
(insert name of person proposing to drain here)

PROPOSES TO DRAIN OR PUMP WATER FROM GLENSHIRE 2721, 2720  
(insert location number(s) of land to be drained here)

AND DISCHARGE WATER IN THE MANNER DESCRIBED IN THE PLAN ATTACHED TO HIS/HER\* NOTICE OF INTENTION TO DRAIN MADE UNDER REGULATION 5 OR 6 OF THE SOIL AND LAND CONSERVATION REGULATIONS 1992.

I/WE\* HAVE CONSIDERED THIS PROPOSAL AND PROVIDE THE FOLLOWING RESPONSE:

Tick one

I/WE HAVE NO OBJECTION TO THE PROPOSAL

I/WE OBJECT TO THE PROPOSAL

COMMENTS:

YOURS FAITHFULLY

NAME/S Marjorie Kreffrenbach

ADDRESS 1256 BENTLEY DELIVERY CENTRE RD

TOWN WAGIN POSTCODE 6310

SIGNATURE/S [Signature] DATE 26/3/19

[Signature]

### SCHEDULE 4



Department of  
Agriculture and Food



SOIL AND LAND CONSERVATION REGULATIONS 1992

OFFICE USE ONLY 7/04

## NEIGHBOURS COMMENT FORM

This form is to be completed by the two landholders immediately downstream from land that is proposed to be drained or pumped and any other adjoining landholder who may be adversely affected by the proposal. The Commissioner of Soil and Land Conservation will take these comments into account in assessing the proposal.

TO: The Commissioner of Soil and Land Conservation  
Department of Agriculture and Food  
Locked Bag 4  
BENTLEY DELIVERY CENTRE WA 6983

DEAR COMMISSIONER

IWE\* Scott Angwin AM/ARE\*  
(insert full name(s) here)

THE OWNER(S)/OCCUPIER(S)\* OF 9731  
(insert location number of your land here)

LOCATED IN THE LOCAL GOVERNMENT DISTRICT OF Wagin  
(insert local government name here)

IWE\* HAVE BEEN ADVISED BY ANTHONY ROWELL THAT HE/SHE  
(insert name of person proposing to drain here)

PROPOSES TO DRAIN OR PUMP WATER FROM 12375  
(insert location number(s) of land to be drained here)

AND DISCHARGE WATER IN THE MANNER DESCRIBED IN THE PLAN ATTACHED TO HIS/HER\* NOTICE OF INTENTION TO DRAIN MADE UNDER REGULATION 5 OR 6 OF THE SOIL AND LAND CONSERVATION REGULATIONS 1992.

IWE\* HAVE CONSIDERED THIS PROPOSAL AND PROVIDE THE FOLLOWING RESPONSE:

Tick one

IWE HAVE NO OBJECTION TO THE PROPOSAL

IWE OBJECT TO THE PROPOSAL

COMMENTS:

YOURS FAITHFULLY

NAME/S Scott Angwin

ADDRESS RMB 152 Wagin

TOWN Wagin POSTCODE 6315

SIGNATURE/S [Signature] DATE 12/3/19

# SCHEDULE 4



Department of  
Agriculture and Food



SOIL AND LAND CONSERVATION REGULATIONS 1992

OFFICE USE ONLY 7/04

## NEIGHBOURS COMMENT FORM

This form is to be completed by the two landholders immediately downstream from land that is proposed to be drained or pumped and any other adjoining landholder who may be adversely affected by the proposal. The Commissioner of Soil and Land Conservation will take these comments into account in assessing the proposal.

TO: The Commissioner of Soil and Land Conservation  
Department of Agriculture and Food  
Locked Bag 4  
BENTLEY DELIVERY CENTRE WA 6983

DEAR COMMISSIONER

I/WE\*  AM/ARE\*  
(insert full name(s) here)

THE OWNER(S)/OCCUPIER(S)\* OF   
(insert location number of your land here)

LOCATED IN THE LOCAL GOVERNMENT DISTRICT OF   
(insert local government name here)

I/WE\* HAVE BEEN ADVISED BY  THAT HE/SHE  
(insert name of person proposing to drain here)

PROPOSES TO DRAIN OR PUMP WATER FROM   
(insert location number(s) of land to be drained here)

AND DISCHARGE WATER IN THE MANNER DESCRIBED IN THE PLAN ATTACHED TO HIS/HER\* NOTICE OF INTENTION TO DRAIN MADE UNDER REGULATION 5 OR 6 OF THE SOIL AND LAND CONSERVATION REGULATIONS 1992.

I/WE\* HAVE CONSIDERED THIS PROPOSAL AND PROVIDE THE FOLLOWING RESPONSE:

Tick one

- I/WE HAVE NO OBJECTION TO THE PROPOSAL
- I/WE OBJECT TO THE PROPOSAL

COMMENTS:

YOURS FAITHFULLY

NAME/S

ADDRESS

TOWN  POSTCODE

SIGNATURE/S  DATE

LOT 5642  
 PLAN 117846 →  
 LOCATION  
 WILLIAMS 5642  
 ASSESSMENT 2232

0.0 m  
 0 ha  
 13.95 km  
 0 ha

LOT 5641  
 PLAN 117847  
 LOCATION  
 WILLIAMS 5641  
 ASSESSMENT 2232



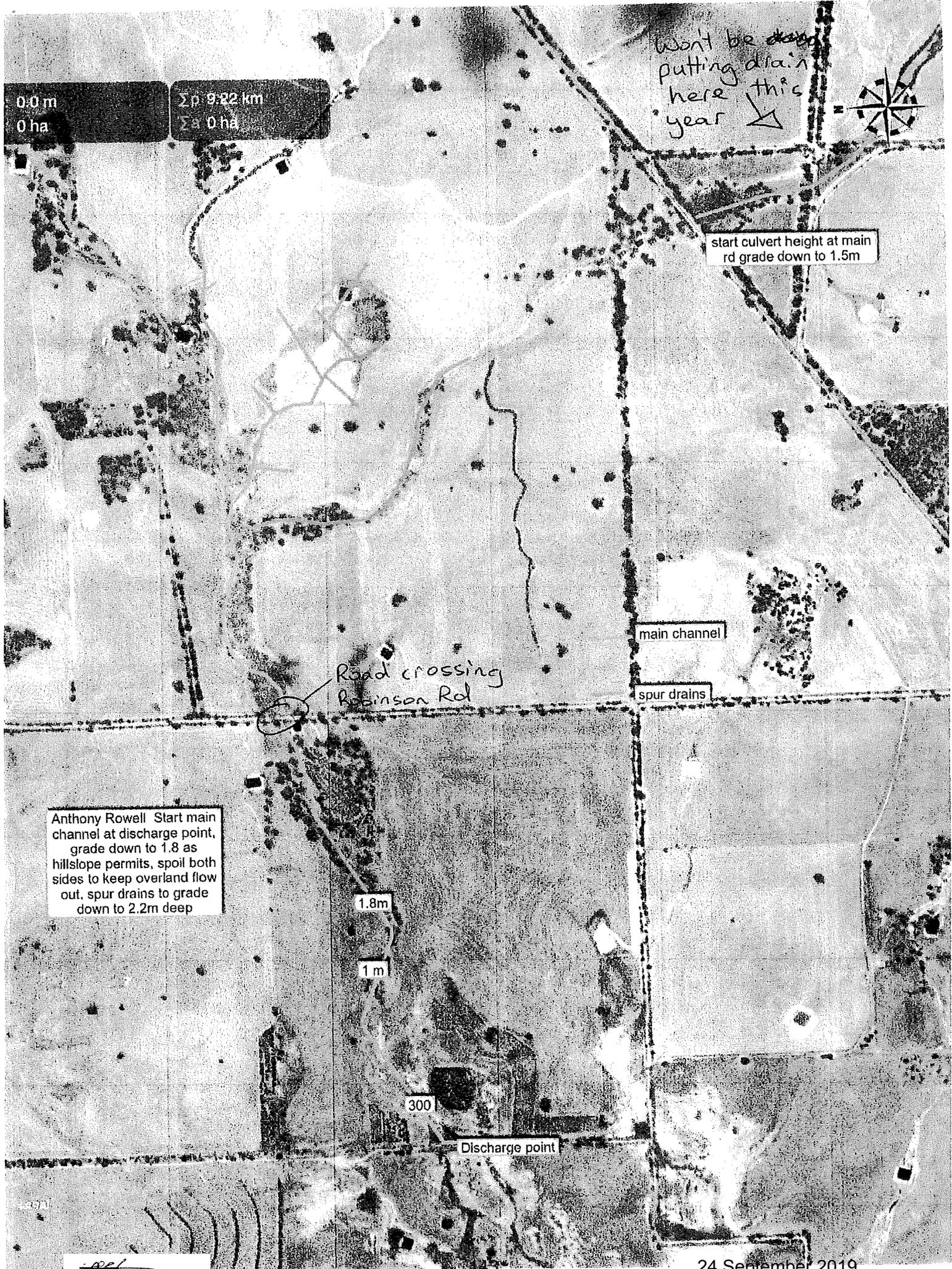
LOT 12375  
 PLAN 146009 →  
 LOCATION  
 WILLIAMS 12375  
 ASSESSMENT 1175

er channel  
 water drain  
 iter flow

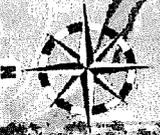
SCOTT ANGNEW



24 September 2019  
 Dated



won't be design putting drain here this year



0.0 m  
0 ha  
 $\Sigma p$  9.82 km  
 $\Sigma a$  0 ha

start culvert height at main rd grade down to 1.5m

main channel

spur drains

Road crossing Robinson Rd

Anthony Rowell Start main channel at discharge point, grade down to 1.8 as hillslope permits, spoil both sides to keep overland flow out. spur drains to grade down to 2.2m deep

1.8m

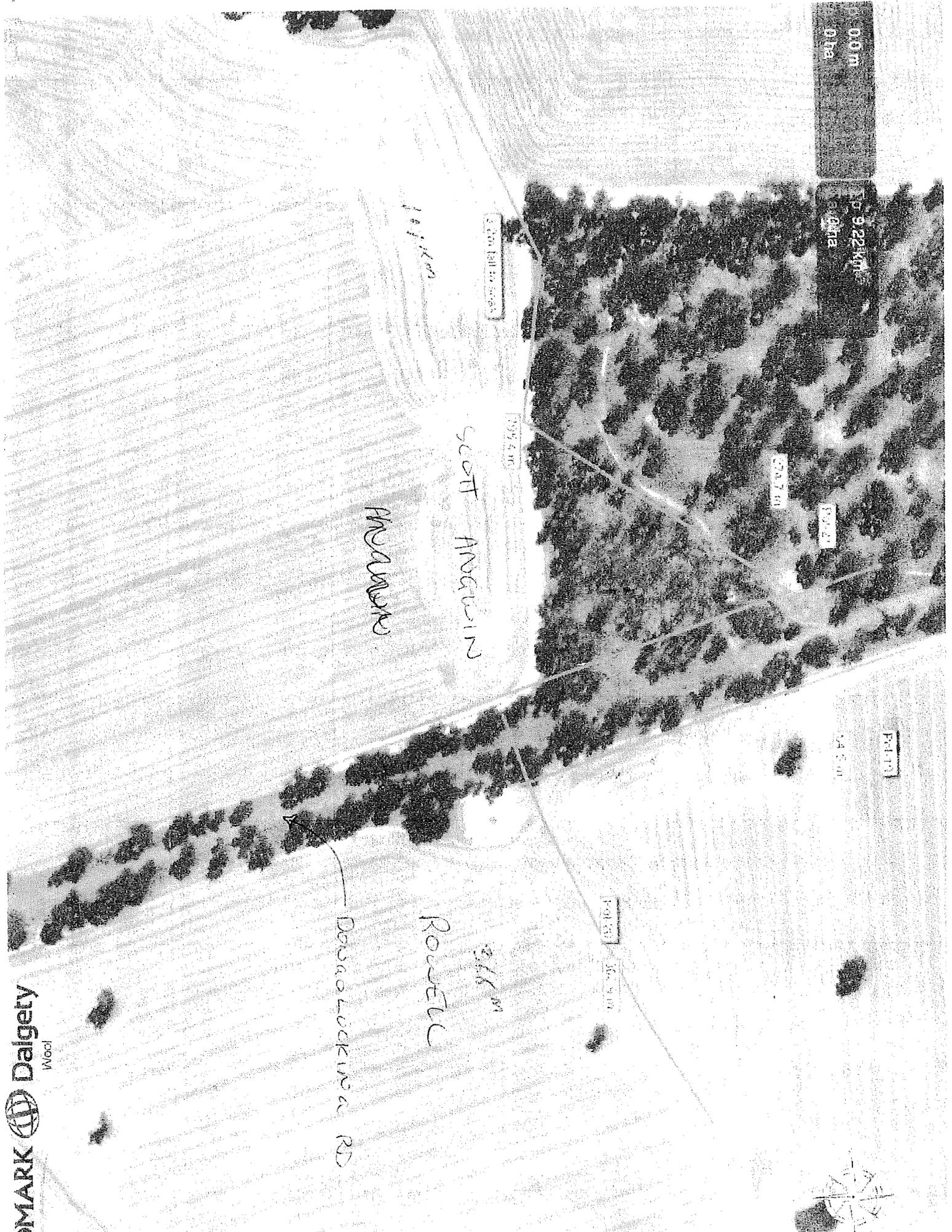
1 m

300

Discharge point

24 September 2019

Dated



*[Handwritten signature]*

*Newholstien Pty Ltd*  
**Conservation and Land care**  
Kevin Lyon  
Unit 8  
5 Westview Parade  
Wannanup 6210  
Mob: 0427386640

Hi Buddy

Please find attached drainage proposal for Anthony Rowell and Scott Angwin from the Wagin area. As the property's have a common boundary, we have used the multiple property N.O.I.D. The proposal has both surface water channels and ground water drains. When these drains cross, we will use the culvert crossings to carry the surface water over the ground water drains to allow the surface water to enter the existing creek. Regarding the reserve at the top end of the system Scott Angwin is working closely with the relevant Dept and has confirmed with them that they will allow him to drain the area. Scott will forward this to you when he receives it in writing.

Brgds Kevin Lyon



### 13.4 LAND TENURE OPTIONS FOR NEW TELECOMMUNICATIONS INFRASTRUCTURE (MOBILE PHONE BASE STATION)

PROPONENT:	Telstra Corporation Limited & Shire of Wagin (Landowner)
OWNER:	Shire of Wagin
LOCATION/ADDRESS:	Lot 331 (No.1) Ballagin Street, Wagin
AUTHOR OF REPORT:	Mr Joe Douglas – Consultant Town Planner (Exurban Rural & Regional Planning)
SENIOR OFFICER:	Acting Chief Executive Officer
DATE OF REPORT:	22 <sup>nd</sup> August 2019
PREVIOUS REPORT(S):	
DISCLOSURE OF INTEREST:	Nil
FILE REFERENCE:	LP.NO.3
ATTACHMENTS	Nil

#### SUMMARY

This report recommends that Council request the Lands Division of the Department of Planning, Lands & Heritage and the Hon. Minister for Lands to undertake the following action as required under the Land Administration Act 1997 and associated regulations to enable Telstra Corporation Limited to construct a new mobile phone base station on portion Lot 331 (No.1) Ballagin Street, Wagin in accordance with the terms and conditions of a development approval issued by Council on 21 August 2018:

- i) Arrange for the transfer of the Shire of Wagin's current interest in Lot 331 to the State of Western Australia for re-vesting back into the Crown estate;
- ii) Excise that portion of Lot 331 required by Telstra Corporation Limited for the proposed new telecommunications infrastructure on the land to enable the State of Western Australia to lease this land to Telstra Corporation Limited directly; and
- iii) Designate the majority balance portion of Lot 331 as a Crown reserve with a management order issued in favour of the Shire of Wagin for showground and recreational purposes.

#### BACKGROUND & COMMENT

At its May 2019 Ordinary Meeting Council refused a development application submitted by Visionstream Pty Ltd on behalf of Telstra Corporation Limited to construct a new mobile phone base station on portion of Lot 1 (No.7) Ballagin Street, Wagin due to concerns regarding its proposed location, proximity to local residents and potential to hinder the future possible development of sporting and showground facilities on the land.





*Location & Lot Configuration Plan - Lot 1 (No.7) Ballagin Street, Wagin (Source: Landgate)*

Pursuant to Council’s resolution in this matter, a meeting was held at the Shire Administration Centre on 3 July 2019 with representatives from Telstra to discuss and explain Council’s decision to refuse the development application for Lot 1 (No.7) Ballagin Street which was Telstra’s preferred site option.

At that meeting Telstra acknowledged Council’s concerns regarding the proposed development of Lot 1 (No.7) Ballagin Street for the intended purpose and advised of its desire to instead proceed with developing portion of Lot 331 (No.1) Ballagin Street, Wagin located immediately south in accordance with the terms and conditions of the previous development approval issued by Council for this property on 21 August 2018.



*Location & Lot Configuration Plan - Lot 331 (No.1) Ballagin Street, Wagin (Source: Landgate)*

The Lands Division of the Department of Planning, Lands & Heritage (DPLH) has advised that in order for Lot 331 to be developed and used by Telstra for the intended purpose the Shire must agree to change the current land tenure of all or portion of Lot 331. This can be attributed to Lot 331 being a Crown Grant in Trust owned by the Shire of Wagin which is required to be used solely for agricultural and recreational purposes in connection with the Wagin Arthur Districts Agricultural and Horticultural Industrial Society. The Lands Division of DPLH advised

that the development and use of a telecommunications tower on the land is not in keeping with the original intended purpose of the Crown Grant in Trust and will not therefore be supported and approved by the DPLH unless the land's current tenure is formally amended.

The DPLH advised of three (3) options the Shire could consider to enable the proposed development on Lot 331 to proceed, the details of which are outlined as follows:

**Option 1** – The Shire acquires the land from the State of Western Australia at current market value based upon a formal valuation and secures the unencumbered fee simple interest (i.e. freehold title) in Lot 331 following which the Shire can lease the land to Telstra directly itself for an agreed term and price. This option is estimated to cost the Shire in the order of \$90,000 to \$95,000 excluding GST and take approximately 4 to 6 months to finalise; or

**Option 2** – The Shire agrees to transfer the land to the State of Western Australia for re-vesting back into the Crown estate. DPLH would then excise that portion of the land required for the new telecommunications tower and provide the Shire with a Crown reserve and associated management order over the majority balance portion of the property for showground and recreational purposes. The State would then enter into a lease agreement directly with Telstra for the excised portion. This option would incur some minor initial administrative costs by the Shire (i.e. approximately \$500.00 excluding GST) and take approximately 6 to 8 months to complete; or

**Option 3** – Essentially the same as Option 2 above however the majority balance portion of the land would be returned to the Shire as a Crown Grant in Trust for the benefit and use of the Wagin Arthur Districts Agricultural and Horticultural Industrial Society for agricultural and recreational purposes which is effectively the same tenure arrangement with restricted usage as is applicable now. The cost and timeframes associated with this option are also expected to be the same as Option 2 above.

In order to formalise one of the above options Council is required to formally consider and pass a resolution confirming its preference in this matter. Details of Council's preferred option will then be submitted to the DPLH for implementation.

Given the Wagin Arthur Districts Agricultural and Horticultural Industrial Society's interest in the land, the Shire's Chief Executive Officer wrote to the Society on 10 July 2019 providing details of the project's background and inviting feedback and comment on the three (3) land tenure options outlined above. It is understood the matter was formally considered by the Society at a general meeting held on 23 July 2019. By email correspondence dated 25 July 2019 the Society confirmed its agreement to Option 2 being the excision of that portion of the land required for the new telecommunications tower as a separate lot controlled and managed by the State of Western Australia with the majority balance portion of the property to be designated as a Crown reserve with a management order issued in favour of the Shire for showground and recreational purposes.

In light of the options available to Council and the Wagin Arthur Districts Agricultural and Horticultural Industrial Society's stated preference, which is considered by the Shire administration as being the most practical and cost effective option to accommodate all future proposed development and usage of the land in its entirety, it is recommended that Council advise the DPLH of its desire to proceed with Option 2 and request that the appropriate action be taken under the relevant legislation and associated regulations to implement Option 2 including any necessary approvals required from the Hon. Minister for Lands.

Lastly Council should note Telstra has advised that any further delays beyond those associated with finalising the future land tenure arrangements with the DPLH are likely to result in the funding currently available for the project's implementation being reallocated to another

location in the State where telecommunication upgrade works are also required. As such a determination by Council in relation to this matter is now urgently sought by Telstra to create the certainty required to ensure the current funding for the project is retained so the project can proceed as a matter of priority.

### STATUTORY ENVIRONMENT

- Planning and Development Act 2005 (as amended)
- Planning and Development (Local Planning Schemes) Regulations 2015
- Shire of Wagin Local Planning Scheme No.2
- Land Administration Act 1997
- Land Administration Regulations 1998

### POLICY IMPLICATIONS

Nil

### COMMUNITY CONSULTATION

The development application for Lot 331 (No.1) Ballagin Street, Wagin approved by Council on 21 August 2018 was advertised for public comment for a period of twenty one (21) days (i.e. 7 days more than the minimum required by LPS No.2). At the completion of public advertising no submissions had been received either supporting or objecting to the proposed development of portion of the subject land for the intended purpose.

As mentioned previously above the Shire Administration has since met with and discussed the proposal with Telstra, consulted with the Lands Division of the Department of Planning, Lands & Heritage regarding future land tenure options and invited feedback and comment on those options from the Wagin Arthur Districts Agricultural and Horticultural Industrial Society.

### FINANCIAL IMPLICATIONS

Should Council resolve to support Option 2 the Shire will incur approximately \$500.00 excluding GST in administrative costs to seek and obtain the necessary approval from the Department of Planning, Lands & Heritage and the Hon. Minister for Lands. Given the Shire already controls and manages the subject land at its own cost, no additional costs over above those already incurred on a yearly basis are anticipated.

### STRATEGIC IMPLICATIONS

*Shire of Wagin Strategic Community Plan 2015-2025* – The future development and land tenure proposals for Lot 331 are considered to be consistent with the aims and objectives of the Shire's Strategic Community Plan as it applies to the following:

- Economic Development:
  - *Progression of economic strategies and initiatives;*
  - *Seeking opportunities for regional wide economic or community development for the benefit of local people in the Shire.*
- Community Services & Social Environment:
  - *Identify and initiate opportunities for communication and joint ventures with government services;*
  - *Continued support for tourism and related infrastructure development.*
- Council Leadership:
  - *Support for business growth and related infrastructure through consultation, grants and incentives.*
  - *Promote Wagin as a business friendly town.*

**VOTING REQUIREMENTS**

Simple majority required.

**OFFICERS RECOMMENDATION**

That Council request the Lands Division of the Department of Planning, Lands & Heritage and the Hon. Minister for Lands to undertake the following action as required under the Land Administration Act 1997 and associated regulations to enable Telstra Corporation Limited to construct a new mobile phone base station on portion Lot 331 (No.1) Ballagin Street, Wagin in accordance with the terms and conditions of a development approval issued by Council on 21 August 2018:

- i) Arrange for the transfer of the Shire of Wagin's current interest in Lot 331 to the State of Western Australia for re-vesting back into the Crown estate;
- ii) Excise that portion of Lot 331 required by Telstra Corporation Limited for the proposed new telecommunications infrastructure on the land to enable the State of Western Australia to lease this land to Telstra Corporation Limited directly; and
- iii) Designate the majority balance portion of Lot 331 as a Crown reserve with a management order issued in favour of the Shire of Wagin for showground and recreational purposes.

**4096 COUNCIL DECISION**

Moved: Cr. G R Ball

Seconded: Cr. G K B West

That Council request the Lands Division of the Department of Planning, Lands & Heritage and the Hon. Minister for Lands to undertake the following action as required under the Land Administration Act 1997 and associated regulations to enable Telstra Corporation Limited to construct a new mobile phone base station on portion Lot 331 (No.1) Ballagin Street, Wagin in accordance with the terms and conditions of a development approval issued by Council on 21 August 2018:

- i) Arrange for the transfer of the Shire of Wagin's current interest in Lot 331 to the State of Western Australia for re-vesting back into the Crown estate;
- ii) Excise that portion of Lot 331 required by Telstra Corporation Limited for the proposed new telecommunications infrastructure on the land to enable the State of Western Australia to lease this land to Telstra Corporation Limited directly; and
- iii) Designate the majority balance portion of Lot 331 as a Crown reserve with a management order issued in favour of the Shire of Wagin for showground and recreational purposes;
- iv) That the preferred formal access to the proposed new telecommunications infrastructure site be Tarbert Street.

Carried 6/1

**Note:** reason for change is Council wished the preferred access point to the site recorded.



**14. ANNOUNCEMENTS OF PRESIDENT AND COUNCILLORS**

## a) Elected Members

Cr Kilpatrick attended the annual Local Government State Convention and found it very interesting and worthwhile. The AGM was an eye opener and there were some very good speeches on the final day. He would highly recommend other Councillors attend the convention if they have not done so before.

Cr Ball thanked the Shire President for the dinner event held on Wednesday 7 of August during Local Government State Convention, it was well organised and it was a very good night.

Cr West, along with Cr Chilcott, will be attending the Narrogin Road Safety Community Forum on the 3<sup>rd</sup> September 2019..

## Cr Blight

- Elections imminent
- Annual returns were due on the 31<sup>st</sup> of August
- CEO recruitment - 15 expressions of interest requesting application packages, it is incumbent on current councillors to think of what the next CEO needs to have in regard to skills & attributes.

Cr Chilcott supplied a letter to Council in her capacity as the Wagin Chamber of Commerce President expressing the Chambers interest in having a meeting with Council and staff regarding more information on the electronic information sign project.

## b) Officer's

Nil

**15. URGENT BUSINESS INTRODUCED BY DECISION OF THE MEETING**

Kylie Whitehead, of WA Tourism and Regional Development Consultancy, presented to Council a written excerpt from a draft grant application from the project called Agricultural Community Economic Development (ACED)

Ms Whitehead has previously spoken to the members of the Wagin Tourism Committee regarding this project that involves tourism strategies for four Shires being Wagin, Dumbleyung, Narrogin and Wickiepin.

As part of the tourism project and grant application she requires letters of support from each Shire plus a commitment of \$2,500 from each year Shire for the next two years.



**4097 COUNCIL DECISION**

Moved: Cr. B L Kilpatrick

Seconded: Cr. G R Ball

That Ms Whitehead be invited to present Council on the project concept with a view of Council being involved at a later date.

Carried 5/2

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

*Under the Local Government Act 1995, Part 5, and Section 5.23, states in part:*

***(2) If a meeting is being held by Council or by a committee referred to in subsection (1)(b), the Council or committee may close to members of the public the meeting, or part of the meeting, if the meeting or the part of the meeting deals with any of the following:***

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

***Where the trade secret or information is held by, or is about, a person other than the local government.***

- (f) a matter that if disclosed, could be reasonably expected to:***
  - (i) impair the effectiveness of any lawful method or procedure for preventing, detecting, investigating or dealing with any contravention or possible contravention of the law;***
  - (ii) endanger the security of the local government's property; or***
  - (iii) prejudice the maintenance or enforcement of any lawful measure for protecting public safety;***
- (g) information which is the subject of a direction given under section 23(1a) of the Parliamentary Commissioner Act 1981; and***
- (h) such other matters as may be prescribed.***

**17. CLOSURE**

With no further business to discuss the chairperson closed the meeting at 9.05 pm.

I certify that this copy of the Minutes is a true and correct record of the meeting held on  
2 September 2019  
Signed:  .....  
*Presiding Elected Member*  
Date: 22-9-2019 .....