



# SHIRE OF WAGIN

## ORDINARY MEETING OF COUNCIL

### Minutes

25 February 2020

1.	DECLARATION OF OPENING.....	4
2.	ATTENDANCE, APOLOGIES AND LEAVE OF ABSENCE (PREVIOUSLY APPROVED).....	4
3.	RESPONSES TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE .....	4
4.	PUBLIC QUESTION TIME.....	5
5.	APPLICATION FOR LEAVE OF ABSENCE .....	5
6.	PUBLIC FORUM (PETITION/DEPUTATIONS/PRESENTATIONS).....	5
7.	DISCLOSURE OF FINANCIAL AND OTHER INTERESTS.....	5
8.	CONFIRMATION OF PREVIOUS MEETING MINUTES .....	6
9	STATUS REPORT – DECEMBER 2019.....	7
10.	REPORTS FROM COMMITTEES.....	16
10.1	AUDIT COMMITTEE MEETING 6 FEBRUARY 2020 .....	16
10.1.1	CORRESPONDENCE AND REPORTS .....	17
10.1.2	URGENT BUSINESS.....	30
10.1.3	CLOSURE .....	30
10.1.1.1	2018/2019 INDEPENDENT AUDITOR’S REPORT.....	30
10.1.1.2	2018/2019 DRAFT AUDIT MANAGEMENT LETTER.....	30
10.2	TOURISM AND PROMOTION COMMITTEE MEETING 20 FEBRUARY 2020 ..	31
10.2.1	CORRESPONDENCE AND REPORTS .....	32
10.2.2	GENERAL BUSINESS .....	34
11.	FINANCIAL REPORTS – DECEMBER 2019.....	35
12.	REPORTS OF OFFICERS.....	73
12.1	WORKS AND SERVICES REPORT – DECEMBER 2019 / JANUARY 2020 .....	73
12.2	ENVIRONMENTAL HEALTH OFFICER / BUILDING SURVEYORS REPORT – DECEMBER 2019 / JANUARY 2020.....	76
12.3	DEPUTY CHIEF EXECUTIVE OFFICERS REPORT – DECEMBER 2019 / JANUARY 2020.....	78
12.4	CHIEF EXECUTIVE OFFICERS REPORT – DECEMBER 2019 / JANUARY 2020 .....	87
13.	AGENDA ITEMS .....	92
13.11	DEVELOPMENT APPLICATION – SHOP 64 TUDHOE STREET, WAGIN .....	92
13.1	SHIRE OF WAGIN 2018 / 2019 ANNUAL REPORT.....	97
13.2	CHANGES TO WAGIN HOMECARE SCHEDULE OF FEES AND CHARGES 2019 / 2020 .....	100
13.3	WAGIN AIRPORT HANGAR LEASES – PROPOSED CLAUSE INCLUSION .	103
13.4	WAGIN SPORTSGROUND AND RECREATION PRECINCT DEVELOPMENT MASTER PLAN .....	122
13.5	LA LUMIERE (LONG TABLE DINNER) COUNCIL CONTRIBUTION .....	127
13.6	COMMITTEE NOMINATIONS – WAGIN FRAIL AGED HOMES / WARATAH LODGE .....	129
13.7	TOWNSCAPE ENHANCEMENT COMMITTEE – APPOINTMENT OF COMMITTEE MEMBER.....	132
13.8	COMMITTEE APPOINTMENTS – CR DAVE ATKINS .....	135
13.9	CHANGE OF ROAD NAME GINN TO STOTT ROAD .....	138
13.10	DEVELOPMENT APPLICATION – EXISTING UNAUTHORISED TRANSPORT DEPOT (RETROSPECTIVE), PROPOSED SECOND – HAND TRANSPORTABLE STAFF ACCOMODATION BUILDING (ANCILLARY ACCOMODATION) & NEW ABLUTION BUILDING .....	141

<b>14.</b>	<b>ANNOUNCEMENTS OF PRESIDENT AND COUNCILLORS .....</b>	<b>162</b>
<b>15.</b>	<b>URGENT BUSINESS INTRODUCED BY DECISION OF THE MEETING .....</b>	<b>162</b>
<b>16.</b>	<b>CONFIDENTIAL BUSINESS AS PER LOCAL GOVERNMENT ACT s5.23(2) .....</b>	<b>163</b>
<b>16.1</b>	<b>ACTING CHIEF EXECUTIVE OFFICER – APPOINTMENT .....</b>	<b>164</b>
<b>17.</b>	<b>CLOSURE .....</b>	<b>165</b>

## 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 7.06 pm

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

### PERMISSION FOR CR LUCAS TO TAKE PART REMOTELY

#### 4081 COUNCIL DECISION

Moved: Cr. G R Ball

Seconded: Cr. S M Chilcott

That Cr L A Lucas be permitted to be present and take part in this meeting via telephone from Pandana, Kangaroo Island South Australia.

Carried 10/0

<b>Present:</b>	Cr P J Blight	Shire President
	Cr G R Ball	Deputy Shire President
	Cr B L Kilpatrick	Member
	Cr S M Chilcott	Member
	Cr G K B West	Member
	Cr W J Longmuir	Member
	Cr B S Hegarty	Member
	Cr J P Reed	Member
	Cr D G Reed	Member
	Cr D I Atkins	Member
	Cr L A Lucas	Member (via phone 7.45 pm left at 8.35 pm)

<b>Staff:</b>	Mr P R Webster	Chief Executive Officer
	Mr B A Roderick	Deputy Chief Executive Officer
	Mr A Hicks	Manager of Works

**Apologies:** Nil

<b>Gallery:</b>	G Harvey	Wagin Woodanilling Landcare Zone (WWLZ)
	Larry Stanbridge	Proponent 13.11
	Michelle Muller	Proponent 13.11

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

Nil

**4. PUBLIC QUESTION TIME**

Nil

**5. APPLICATION FOR LEAVE OF ABSENCE****4082 COUNCIL DECISION**

Moved: Cr. G R Ball

Seconded: Cr. B L Kilpatrick

That Cr B S Hegarty be granted a Leave of Absence for the 24<sup>th</sup> March 2020 Ordinary Meeting of Council.

Carried 11/0

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

Gen Harvey from Wagin Woodanilling Landcare Zone gave an in-depth presentation on the happenings & activities of the Wagin Woodanilling Landcare Zone for the year 2019.

Larry Stanbridge proponent of Agenda item 13.11 – Development Application 64 Tudhoe Street, Wagin.

Mr Stanbridge outlined his proposal for Tudhoe Street and fielded Questions from Councillors regarding his operation of his intended business from this location.

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

Cr Ball declared a proximity interest in item 13.3 – Wagin Airport Hangar Leases.

Cr J Reed declared an impartiality interest in item 13.6 – Committee Nominations – Wagin Frail Aged Homes / Waratah Lodge.

Cr J Reed declared a proximity interest in item 13.10 – Development Application – Existing Unauthorised transport depot, proposed second hand transportable staff accommodation & new ablution building - Lot 452 Tudhoe Street, Wagin.

Cr Longmuir & Cr D Reed declared a financial interest in item 13.11 – Development Application - Shop 64 Tudhoe Street, Wagin

**8. CONFIRMATION OF PREVIOUS MEETING MINUTES**

**AUDIT COMMITTEE MEETING 6 FEBRUARY 2020**

**4083 COUNCIL DECISION**

Moved: Cr. B L Kilpatrick

Seconded: Cr. J P Reed

That the Minutes of the Audit Committee Meeting of 6<sup>th</sup> February 2020 be received.

Carried 11/0

**TOURISM AND PROMOTION COMMITTEE MEETING 20 FEBRUARY 2020**

**4084 COUNCIL DECISION**

Moved: Cr. G K B West

Seconded: Cr. S M Chilcott

That the Minutes of the Tourism and Promotion Committee Meeting of 20<sup>th</sup> February 2020 be received.

Carried 11/0

**4085 COUNCIL DECISION**

Moved: Cr. S M Chilcott

Seconded: Cr. J P Reed

That the Minutes of the Ordinary Council Meeting of 17<sup>th</sup> December 2019 be confirmed as true and accurate.

Carried 11/0

<b>9 STATUS REPORT – DECEMBER 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.  2 more claims paid, 1 still outstanding
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
24 Sept 2019	4111	DCEO/DG	Wetlands Playground Development	That the Wetlands Park Development Business Case / Project Brief be endorsed, and a quotation be sought to engage a Landscape Architect to develop a design plan		Landscape Architect engaged & Consultant work in progress
26 Nov 2019	4145					

				That Ecoscape be engaged to carry out the Wetlands Park Playground design		
24 Sept 2019	4119	CEO	Extra Ordinary Election 2020	That Council conduct an Extraordinary Election to fill 1 vacancy on the 17 of January 2020		Councillor appointed
24 Sept 2019	4123	CEO	Endorsement of Waste Local Law – 4WDL VROC Collaboration	That Council endorse commencing the process of introducing a Waste Local Law and that a collaborative approach between the 4WDL VROC Local Governments taken with The Shire of Williams facilitating the process		Progressing
26 Nov 2019	4146	DCEO	Electronic Information Sign	That S-Tech LED Tech be appointed as the preferred supplier of the new Electronic Information sign – and invite them to conduct a presentation / demo at the next Townscape Enhancement Committee		In progress
26 Nov 2019	4163	CEO	Infrastructure Australia – Audit 2019	That Council submit the following motion to the Central Country Zone – That WALGA vigorously pursue the 100% return of fuel excise raised in Western Australia		
17 Dec 2019	4166	DCEO	Finance Policy # 15 (Purchasing Tender Guide) – amendment	That the amended Finance Purchasing policy # 15 be adopted by Council.		Policy amended
17 Dec 2019	4167	DCEO	Finance Policy # 16 (Significant Accounting Policies) – amendment	That the amended Finance Purchasing policy # 16 be adopted by Council.		Policy amended
17 Dec 2019	4168	DCEO	CEO KPI's	That the CEO's KPI's as reviewed and set by the Committee be presented to the		In Progress

				February 2020 meeting of Council		
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			<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		Complete
20 Nov 2018  26 March 2019	3928  3973	DCEO	Wagin Sportsground and Recreation precinct development plan	That Council appoint CCS Strategic and ADC Projects to undertake the Wagin Sportsground and Recreation precinct planning project on the following basis: undertake stage 1 – needs assessment in 2018/2019 for \$24,200 plus on costs and subject to Council approval undertake stage 2 – feasibility study in accordance with quoted figure in 2019/20220 That Council give approval for CCS Strategic and ADC Projects to undertake the Wagin		Phase 1 in progress, and report to be presented to Council  Phase 1 report completed, presentation to Council 27/06/2019. Phase 2 in progress

				Sportsground and Recreation Precinct Plan Stage 2 – Feasibility Study		<p>Presentation undertaken 31/10/2019 awaiting final masterplan</p> <p>Final Report to be adopted by Council</p>
25 June 2019	4043	PEHO	Lot 8, 16 Traverse Street, Wagin	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 roofed house on lot 8, 16 Traverse Street, Wagin.		Demolition commencing
2 Sept 2019	4094	ACEO/CD	Wagin Vintage Caravan Museum (proposed)	That Council give in principle support to the establishment of the Wagin Vintage Caravan Museum and that Council support the use of the Exhibition shed in November 2019 to accommodate the display of vintage caravans at the same time as this years Albany Caravan Show		
2 Sept 2019	4096	Town Planner	Land Tenure options for new telecommunications infrastructure (mobile phone base station)	That Council request the Land Division – DPLH to arrange transfer of Shire of Wagin's		Progressing

				interest in lot 331 to the State for re-vesting back into Crown Estate, with the majority of the balance of the portion of lot 331 as Crown reserve with a management order issued in favour of the Shire of Wagin for showground and recreational purposes, and to lease portion directly to Telstra to enable Telstra Corp to construct a new mobile phone base station on portion of lot 331 Ballagin Street in accordance with conditions of development approval 21 August 2018		
22 Oct 2019	4140	CEO	Hangars – Wagin Airport	That Council endorse the extension of the 'large' hangar by 5m x 18m on the eastern side and erection of the new 15m x 18m hangar also on the eastern side of the 'large' hangar, plans and specification must be submitted and approved prior to any building.		Letter sent to Vicki Morris – re hangar
26 Nov 2019	4148	CEO		That the extension be endorsed with the proponent advised that any extension becomes the property of the Wagin Shire Council		
17 Dec 2019	4176	CEO	Hangars – Wagin Airport	That Council approve the development of 5 hangars along the eastern side of lot 1874 as per the development plan prepared by Exurban.		
17 Dec 2019	4177	CEO	Request for Hangar – Wagin Airport (Vicki Morris)	That Vicki Morris be given approval to erect a hangar onsite at the Wagin Airport.		

				Not to exceed 15m deep by 24m wide nor over 4.5m in height		
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			<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.		Project completed
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 February 2018	3456	MOW	Audit of Piesseville – Tarwonga Road from Thompson Road through to Dohle's S Bend	That Council audit the potential hazard on these S – bends to determine whether the Camber on the bends is correct		Engineer contacted.
25 June 2019	4032	MOW	Townsite Intersections Ballagin / Trench Streets and Ballagin / Sirdar Streets	That Council sandbag these intersections to gauge the effectiveness of the new intersection designs		Ballagin and Trench Street intersection has been sandbagged.
24 Sept 2019	4101			Proceed with the kerbing alterations on Trent / Trench intersection as per Rod Munns (engineers) specifications		To be kerbed shortly. Works Committee to consider Ballagin / Sirdar round about
2 Sept 2019	4095	CEO/MOW	Drainage through salt affected areas – Dongolocking and Robinson Roads	That Council approve the proposal by Mr A Rowell subject to conditions and that the Shire contribute 50 % up to a limit of \$6,000 towards the cost of the culvert pipes.		Proposal with the Department of Agriculture  Proponent Mr Rowell would like the pipe size reduced from 600mm to 375mm as per Department of Ag's advice.
24 Sept 2019	4109	MOW	Town Entrances	That Council investigate tidying the entrances to town by contacting Main Roads to		

				carry out the tidy up of road verges.		
17 Dec 2019	4175	CEO/MOW	Ballaying South Bridge # 4859 tender #3 2019/2020	That the tender to dismantle and replace 7-barrel box culverts be awarded to Halanson Earthmoving for the amount of \$186.780 GST inclusive		In progress

## 10. REPORTS FROM COMMITTEES

### 10.1 AUDIT COMMITTEE MEETING 6 FEBRUARY 2020

<b>OPENING:</b>	Meeting opened at 5.30 pm.	
<b>ATTENDANCE:</b>	Cr P J Blight	Chairperson
	Cr B L Kilpatrick	Member
	Cr J P Reed	Member
	Cr B S Hegarty	Member entered meeting 5.33pm
<b>Staff:</b>	Mr B A Roderick	Acting Chief Executive Officer
	Mrs T A Hall	Manager of Finance
	Mrs C Painter	Accountant
<b>Visitors:</b>	Mr Aram Madnack	Office of the Auditor General
	Mr Marius van der Merwe	Butler Setinerri
<b>Apologies:</b>	Cr G R Ball	Member

#### ELECTION OF CHAIRPERSON

Cr PJ Blight assumed the role as Chairperson in his capacity as Shire President.

#### PUBLIC FORUM (PETITIONS/DEPUTATIONS/PRESENTATIONS)

- Auditor - Office of the Auditor General - Aram Madnack and Marius van der Merwe from Butler Setinerri

Mr Madnack and Mr van der Merwe informed the Committee on the audit process, Annual Financial Statements, Audit report/opinion, Audit Management Letter and Audit Completion document. They also discussed ratios in detail and answered all queries from the Committee.

#### DECLARATION OF INTEREST

Nil

#### CONFIRMATION OF PREVIOUS MEETING MINUTES/BUSINESS ARISING

#### COMMITTEE RECOMMENDATION

Moved: Cr. J P Reed

Seconded: Cr. P J Blight

That the minutes of the Audit Committee Meeting held on 22 August 2019 be accepted as a true and correct record.

Carried 4/0

**CORRESPONDENCE AND REPORTS**

- 2018/2019 INDEPENDENT AUDITOR'S REPORT
- 2018/2019 AUDIT MANAGEMENT LETTER

**GENERAL BUSINESS****10.1.1 CORESPONDENCE AND REPORTS****10.1.1.1 2018/2019 INDEPENDENT AUDITOR'S 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:	23 <sup>rd</sup> January 2020
PREVIOUS REPORT(S):	
DISCLOSURE OF INTEREST:	N/A
FILE REFERENCE:	FM.AD.2
ATTACHMENTS:	Independent Auditor's Report 2018/2019

**BRIEF SUMMARY:**

The Independent Auditor's Report for the 2018/2019 financial year is attached for discussion with Council's auditors and for adoption.

**BACKGROUND:**

In accordance with the Local Government Act 1995, Council's external auditor - The Office of the Auditor General (OAG) have conducted an audit of the Shire of Wagin's finances for the 2018/2019 financial year. The OAG engaged Butler Settineri to carry out the audit on their behalf.

**COMMENT:**

A copy of the 2018/2019 Annual Financial Report is enclosed under separate cover and Independent Auditor's Report is attached for Council to receive and adopt.

The Auditors opinion is as below:

**Opinion**

*I have audited the annual financial report of the Shire of Wagin which comprises the Statement of Financial Position as at 30 June 2019, the Statement of Comprehensive Income by Nature or Type, Statement of Comprehensive Income by Program, Statement of Changes in Equity, Statement of Cash Flows and Rate Setting Statement for the year then ended, and notes comprising a summary of significant accounting policies and other explanatory information, and the Statement by the Chief Executive Officer.*

*In my opinion, except for the effects of the matters described in the Basis for Qualified Opinion section of my report, the annual financial report of the Shire of Wagin:*

*(i) is based on proper accounts and records; and  
(ii) fairly represents, in all material respects, the results of the operations of the Shire for the year ended 30 June 2019 and its financial position at the end of that period in accordance with the Local Government Act 1995 (the Act) and, to the extent that they are not inconsistent with the Act, Australian Accounting Standards.*

**CONSULTATION/COMMUNICATION:**

Nil

**STATUTORY/LLEGAL 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. B L Kilpatrick

Seconded: Cr. B S Hegarty

That the Audit Committee receives and adopts the 2018/2019 Audit Report.

Carried 4/0



## INDEPENDENT AUDITOR'S REPORT

### To the Councillors of the Shire of Wagin

### Report on the Audit of the Financial Report

#### **Opinion**

I have audited the annual financial report of the Shire of Wagin which comprises the Statement of Financial Position as at 30 June 2019, the Statement of Comprehensive Income by Nature or Type, Statement of Comprehensive Income by Program, Statement of Changes in Equity, Statement of Cash Flows and Rate Setting Statement for the year then ended, and notes comprising a summary of significant accounting policies and other explanatory information, and the Statement by the Chief Executive Officer.

In my opinion, except for the effects of the matters described in the *Basis for Qualified Opinion* section of my report, the annual financial report of the Shire of Wagin:

- (i) is based on proper accounts and records; and
- (ii) fairly represents, in all material respects, the results of the operations of the Shire for the year ended 30 June 2019 and its financial position at the end of that period in accordance with the *Local Government Act 1995* (the Act) and, to the extent that they are not inconsistent with the Act, Australian Accounting Standards.

#### **Basis for Qualified Opinion**

Comparative information for infrastructure assets totalling \$99,668,745 had been revalued at 30 June 2018, except for drainage which was revalued for \$3,416,594 at 30 June 2019. I was therefore unable to obtain sufficient appropriate audit evidence to confirm that the 30 June 2018 comparative information for infrastructure assets represents fair value in accordance with Regulation 17A of the Local Government (Financial Management) Regulations 1996, or whether any adjustment to the value was necessary.

Consequently, the balances at 30 June 2019 may not be comparable to the balances at 30 June 2018.

#### **Emphasis of Matter – Basis of Accounting**

I draw attention to Note 1 to the annual financial report, which describes the basis of accounting. The annual financial report has been prepared for the purpose of fulfilling the Shire's annual financial reporting responsibilities under the Act. Regulation 16 of the Local Government (Financial Management) Regulations 1996 (Regulations), does not allow a local government to recognise some categories of land, including land under roads, as assets in the annual financial report. My opinion is not modified in respect of this matter.

#### **Responsibilities of the Chief Executive Officer and Council for the Financial Report**

The Chief Executive Officer (CEO) of the Shire is responsible for the preparation and fair presentation of the annual financial report in accordance with the requirements of the Act, the Regulations and, to the extent that they are not inconsistent with the Act, Australian Accounting Standards. The CEO is also responsible for such internal control as the CEO determines is necessary to enable the preparation of an annual financial report that is free from material misstatement, whether due to fraud or error.

In preparing the annual financial report, the CEO is responsible for assessing the Shire's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the State government has made decisions affecting the continued existence of the Shire.

The Council is responsible for overseeing the Shire's financial reporting process.

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

The objectives of my audit are to obtain reasonable assurance about whether the annual 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 my opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with 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 annual financial report.

As part of an audit in accordance with Australian Auditing Standards, I exercise professional judgment and maintain professional scepticism throughout the audit. I also:

- Identify and assess the risks of material misstatement of the annual 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 my 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 CEO.
- Conclude on the appropriateness of the CEO'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 I conclude that a material uncertainty exists, I am required to draw attention in my auditor's report to the related disclosures in the annual financial report or, if such disclosures are inadequate, to modify my opinion. My conclusions are based on the audit evidence obtained up to the date of my auditor's report, as we cannot predict future events or conditions that may have an impact.
- Evaluate the overall presentation, structure and content of the annual financial report, including the disclosures, and whether the annual financial report represents the underlying transactions and events in a manner that achieves fair presentation.

I communicate with the Council and the CEO regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that I identify during my audit.

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

In accordance with the Local Government (Audit) Regulations 1996 I report that:

- (i) In my opinion, the following material matter indicates a significant adverse trend in the financial position of the Shire:
  - a. The Operating Surplus Ratio has been below the Department of Local Government, Sports and Cultural Industries basic standard for the past 3 years. The financial ratios are reported in Note 29 of the annual financial report.
- (ii) The following material matters indicating non-compliance with Part 6 of the *Local Government Act 1995*, the Local Government (Financial Management) Regulations 1996 or applicable financial controls of any other written law were identified during the course of my audit:
  - a. For 37% of purchases we sampled below the tender threshold, there was inadequate or no evidence that a sufficient number of quotations was obtained to test the market, and no documentation to explain why other quotes were not sought. This practice increases the likelihood of not receiving value for money in procurement. This could also result in favouring certain suppliers, although our audit did not identify any instances.
  - b. A review of the appropriateness and effectiveness of the Shire's financial management systems and procedures was not completed by the CEO at least once every three financial years, as required by section 5(2)(c) of the Local Government (Financial Management) Regulations 1996.
- (iii) All required information and explanations were obtained by me.
- (iv) All audit procedures were satisfactorily completed.
- (v) In my opinion, the Asset Consumption Ratio and the Asset Renewal Funding Ratio included in the annual financial report were supported by verifiable information and reasonable assumptions.

#### **Other Matter**

The annual financial report of the Shire for the year ended 30 June 2018 was audited by another auditor who expressed a qualified opinion on that annual financial report. The financial ratios for 2017 and 2018 in Note 29 of the audited annual financial report were included in the supplementary information and/or audited annual financial report for those years.

#### **Matters Relating to the Electronic Publication of the Audited Financial Report**

This auditor's report relates to the annual financial report of the Shire of Wagin for the year ended 30 June 2019 included on the Shire's website. The Shire's management is responsible for the integrity of the Shire's website. This audit does not provide assurance on the integrity of the Shire's website. The auditor's report refers only to the annual financial report described above. It does not provide an opinion on any other information which may have been hyperlinked to/from this annual financial report. If users of the annual financial report are concerned with the inherent risks arising from publication on a website, they are advised to refer to the hard copy of the audited annual financial report to confirm the information contained in this website version of the annual financial report.

DON CUNNINGHAME  
ASSISTANT AUDITOR GENERAL FINANCIAL AUDIT  
Delegate of the Auditor General for Western Australia  
Perth, Western Australia  
December 2019

<b>10.1.1.2</b>	<b>2018/2019 DRAFT AUDIT MANAGEMENT LETTER</b>
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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:	23 <sup>rd</sup> January 2020
PREVIOUS REPORT(S):	Nil
DISCLOSURE OF INTEREST:	N/A
FILE REFERENCE:	FM.AD.2
ATTACHMENTS:	2018/2019 draft Interim Audit Management Letter Management Responses on Findings

**BRIEF SUMMARY:**

The 2018/2019 draft 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 the audit of the 2018/2019 financial year in late 2019.

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

The draft Audit 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. J P Reed

Seconded: Cr. B L Kilpatrick

That the 2018/2019 draft Audit Management Letter and management responses to the findings be received.

Carried 4/0

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

INDEX OF FINDINGS	RATING		
	Significant	Moderate	Minor
1. Financial management review	✓		
2. Monthly payment listings do not agree with the minutes of meeting		✓	
3. Unauthorised transaction on credit card		✓	
4. Long outstanding transaction on bank reconciliations		✓	
5. Fixed asset register updated annually		✓	

**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 FINAL AUDIT**

**1. Financial management review**

**Finding**

The *Local Government (Financial Management) Regulations 1996 paragraph 5(2)(c)* requires the CEO to undertake a review of the appropriateness and effectiveness of the financial management systems and procedures no less than every three financial years. We noted that the last Financial Management Review report was prepared in April 2014.

**Rating: Significant**

**Implication**

The CEO has not complied with regulation 5(2)(c) of the *Local Government (Financial Management) Regulations 1996*.

**Recommendation**

We recommend that the CEO perform the Financial Management Review as soon as possible.

**Management's Comments**

Management realised that the Financial Management Review had not been undertaken since 2014 in mid-2019.

The review has been budgeted for in 2019/2020 and will be undertaken in early 2020.

**Responsible Person: Manager of Finance**

**Completion Date: April 2020**

**SHIRE OF WAGIN**

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

**FINDINGS IDENTIFIED DURING THE FINAL AUDIT**

**2. Monthly payment listings do not agree with the minutes of meeting**

**Finding:**

In accordance with Local Government (Financial Management) Regulations 1996 Paragraph 13(2) a listing of payments for the prior month approved by the CEO is to be presented to Council for approval and recorded in the minutes of Council meetings.

We noted that the amounts per the monthly payment listings for April and June 2019 approved by the CEO did not agree to the amounts disclosed in the minutes of meetings. The differences were as follows:

- April 2019 payments - \$46,314 was not reported to Council
- June 2019 payments - \$360 was not reported to Council

**Rating:** Moderate

**Implication:**

The payment reported as variances above were not approved by Council in terms of the regulations.

**Recommendation:**

Management should ensure that the correct payment listings are reported to Council.

**Management's Comments:**

**This was an error by staff in the total payment listing amount disclosed in the resolution to Council.**

**The Deputy CEO will now ensure the amount disclosed on the payment listing resolution balances to the listings.**

**Responsible Person: Deputy CEO**

**Completion Date: December 2019**

**SHIRE OF WAGIN**

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

**FINDINGS IDENTIFIED DURING THE FINAL AUDIT**

**3. Unauthorised transaction on credit card**

**Finding:**

During our audit we noted that an unauthorised purchase was made on a credit card amounting to \$116. Management was not able to determine how the transaction had occurred. The transaction was not reported to the bank as an unauthorised transaction and the amount was recorded in the accounting records as banking errors.

**Rating:** Moderate

**Implication:**

Unauthorised transactions that are not reported to the bank may be seen as private expenditure to be recovered from the cardholder.

**Recommendation:**

All unauthorised or fraudulent transactions must be reported to the bank and investigated so that the funds can be recovered if possible.

**Management's Comments:**

**Not reporting the unauthorised amount to the bank was an over-sight by Management due to the nominal amount of the transaction.**

**The Manager of Finance will ensure any unauthorised credit card transaction is reported to the NAB and will have this signed off by the CEO. The applicable refund will then be reported to the CEO to be signed off.**

**Responsible Person: CEO**

**Completion Date: December 2019**

**SHIRE OF WAGIN**

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

**FINDINGS IDENTIFIED DURING THE FINAL AUDIT**

**4. Long outstanding transaction on bank reconciliations**

**Finding:**

During our audit we noted that there were long outstanding transactions on the bank reconciliations of the Municipal cash account amounting to \$1,137.65 and Trust account amounting to \$930, dating back to 2009 through to 2018.

**Rating:** Moderate

**Implication:**

When transactions are not reconciled, this could indicate that there are funds that the Shire is owed or owes that are not included in debtors or creditors and therefore not followed up.

**Recommendation:**

Bank reconciliations must be checked in details and all old transactions investigated and reconciled.

**Management's Comments:**

**Finance Staff have been over the past few years sorting these long outstanding transactions on the Municipal and Trust accounts.**

**The Manager of Finance will ensure the final amounts will be rectified as soon as possible.**

**Responsible Person: Manager of Finance**

**Completion Date: April 2020**

**SHIRE OF WAGIN**

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

**FINDINGS IDENTIFIED DURING THE FINAL AUDIT**

**5. Fixed asset register updated annually**

**Finding:**

During our audit we noted that the fixed asset register is updated annually.

**Rating:** Moderate

**Implication:**

The fixed asset register is not complete and accurate through out the year and the depreciation expense reporting in the monthly financial reports is not correct.

**Recommendation:**

Management should ensure that the fixed asset register is updated, accurately maintained and reconciled to the accounting records on a regular basis.

**Management comment:**

Management will endeavour to update the fixed asset register on a monthly or more frequent basis through the financial year.

**Responsible person:** Manager of Finance

**Completion date:** February 2020

**10.1.2 URGENT BUSINESS**Related Party Transactions

Cr Blight question the auditors with regards to the need for the Related Party Transactions Process and is the process here to stay.

Mr van der Merwe advised that the Related Party Transactions was an important process in identifying adverse trends with purchasing that could lead to fraudulent activity. It was his belief that the process would certainly continue.

**10.1.3 CLOSURE**

There being no further business the Chairperson thanked those in attendance and closed the meeting at 6.51 pm

**10.1.1.1 2018/2019 INDEPENDENT AUDITOR'S REPORT****4086 COMMITTEE RECOMMENDATION & COUNCIL DECISION**

Moved: Cr. B L Kilpatrick

Seconded: Cr. G R Ball

That Council receives and notes the 2018/2019 Audit Report.

Carried 11/0

**10.1.1.2 2018/2019 DRAFT AUDIT MANAGEMENT LETTER****4087 COMMITTEE RECOMMENDATION & COUNCIL DECISION**

Moved: Cr. G R Ball

Seconded: Cr. J P Reed

That the 2018/2019 draft Audit Management Letter and management responses to the findings be received & noted.

Carried 11/0

## 10.2 TOURISM AND PROMOTION COMMITTEE MEETING 20 FEBRUARY 2020

**OPENING:** The Chairman declared the meeting open at 7.03 pm

**ATTENDANCE:**

Cr S M Chilcott	Chairperson
Cr G K B West	Member
Tim Quartermaine	Rotary
Norm Chilcott	Community Member
Cassandra Brennan	Community Member
Darren Spencer	WAGS

**Staff:**

Brian Roderick	Acting CEO
Donna George	Community Liaison Officer

**Apologies:**

Fiona Dawson	Community Member
Alep Mydie	Community Member
Stephanie Stutley	Community Member

### ELECTION OF CHAIRPERSON

In the absence of a Chairperson the Acting CEO called for nominations for the position of Chairperson of the Tourism Promotion Advisory Committee.

Cr G K B West nominated Cr S M Chilcott to the position of Chairperson.  
Seconded by Mr T Quartermaine.

There being no further nominations Cr S M Chilcott accepted the nomination and was elected Chairperson for the next two years.

### DECLARATION OF INTEREST:

Nil

### CONFIRMATION OF PREVIOUS MEETING MINUTES

#### COMMITTEES RECOMMENDATION

Moved: Cr G K B West

Seconded: Mr N Chilcott

That the minutes of the Tourism and Promotion Advisory Committee Meeting held 16<sup>th</sup> July 2019 be confirmed as true and accurate.

Carried 6/0

### BUSINESS ARISING

Nil

## 10.2.1 CORRESPONDENCE AND REPORTS

### 10.2.1.1 INTRODUCTION OF NEW COMMITTEE MEMBERS

This will give the new members on the Committee an opportunity to introduce themselves and their background in Tourism.

Cassandra Brennan is an Event Manager who owns her own Event Management business. She is very passionate with regional issues, events and tourism. She has extensive contacts and client base and is very keen to see how she can work with the Committee and assist in promotion of the town. She is also very proficient in social media and digital

### 10.2.1.2 CARAVAN & CAMPING SHOW

People needed for this event. We are located in the Australia's Golden Outback section again this year. This will be our 4th year at this event and I do believe that we have made a difference regarding tourism numbers coming to Wagin

The 2020 show dates are from **Wednesday 18 to Sunday 22 March 2020**, to be held at the Claremont Showgrounds Perth, with stand 'bump in' the day before the show (Tuesday 17 March). The entry passes are usually sent to the Shire Office and Cr West takes them to Perth etc.

The cost for Wagin Tourism to again 'join' the AGO stand will be at a subsidised rate of **\$1,375 inc GST** (same price as 2019 show), and we will be allocated a 3m x 3m area in the "AGO tourism area" for you. Wagin will need banners TV etc for the event.

Cr Chilcott outlined the program and planning for this year's Caravan and Camping Show Shire stall and presence. Will premier the new Tourism Video and also have brochures on hand to distribute and also Shire Business Calendars for 2018/2019.

Cr West advised he will set up on the Tuesday and then can man the stall on Wednesday, Thursday and Friday. Ms Brennan advised she can assist to set up and can also do a day. Sherryl and Norm Chilcott will do the Saturday and Sunday, also Carole Redford will assist on one day.

### 10.1.1.3 PROMO VIDEO

This has been finalised and is ready for the Caravan & Camping Show. The final video was distributed to the committee however no response was received.

The Committee viewed the Tourism Video put together by Frank Carroll. There was some very positive feedback with good shots of Wagin including people and events.

However, there was some negative, including no vision of coffee shops, Creswell's and other shops. The Committee agreed that it was a good starting point and Mr Carroll has got other vision he captured that can be added at a later date.

#### **10.2.1.4 BROCHURE**

Nothing has been done regarding the brochure. Need to start again. Frank Carroll started out with the design etc however I think he was overrun with other business work and was not able to finish this job. Perhaps then at the Caravan and Camping show examples of other brochures can be looked at and copied for Wagin

#### **10.2.1.5 SIGNAGE ON APPROACH TO WAGIN**

It has been suggested that we install welcoming signs on the approach to Town in other languages on then (i.e. Malay, Chinese etc)

The signs would be on the four approaches to town. I have also asked MRWA about installing similar signs at Arthur River.

Comments please:

The Committee thought this was a good idea and suggested the optimal place to put the signs would be along the Albany Highway between Williams and the Wagin Turn Off.

#### **10.2.1.6 TOURISM IDEAS FORUM**

This will be an opportunity where each member, especially new members, can make suggestions that they feel might add to the tourism approach the Committee is making for Wagin.

#### Overseas Visitors

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

#### Wagin Hub for Cultural Awareness Training

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

#### Duck / Food Festival

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

#### RV BBQ once a month

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

#### Music played by businesses in the main street

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

#### 20 Mile Sheep in line with the Tin Horse Highway

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

Photo cut-out boards for selfies – Upload to Facebook

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

Digital Print marketing – Requires a dedicated Officer

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

QR code

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

**10.2.2 GENERAL BUSINESS**Town Entry Statements

It was agreed that the Town Entry Statements look tired and worn with some damage to them. The Committee overwhelmingly would like staff to engage a contractor to refurbish them.

**COMMITTEES RECOMMENDATION**

Moved: Cr S M Chilcott

Seconded: Mr T Quartermaine

That the four Town Entry Statements be refurbished within the current Tourism Budget.

Carried 6/0

**10.2.3. CLOSURE**

Being no further business the meeting was closed at 8.38pm

**10.2.2 GENERAL BUSINESS****4188 COMMITTEES RECOMMENDATION & COUNCIL DECISION**

Moved: Cr. G R Ball

Seconded: Cr. S M Chilcott

That the four Town Entry Statements be refurbished within the current Tourism Budget.

Carried 11/0

**11. FINANCIAL REPORTS – DECEMBER 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:	18 <sup>th</sup> February 2020
PREVIOUS REPORT(S):	12 <sup>th</sup> December 2019
DISCLOSURE OF INTEREST:	N/A
FILE REFERENCE:	N/A
ATTACHMENTS:	Monthly Financial Reports and Payments List

**BRIEF SUMMARY:**

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

**BACKGROUND:**

The financial statements for December 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.

*\*\*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

**4189 OFFICERS RECOMMENDATION & COUNCIL DECISION**

Moved: Cr. G R Ball

Seconded: Cr. B L Kilpatrick

That Council adopts the Financial Reports for the period ending 31 December 2019 as presented.

Carried 11/0

**4190 OFFICERS RECOMMENDATION & COUNCIL DECISION**

Moved: Cr. S M Chilcott

Seconded: Cr. B L Kilpatrick

That EFT Payments EFT9019 – EFT9080, EFT9086 – EFT9131, EFT9134 – EFT9136 Cheque Payments 5265 – 5275 and Direct Debit Payments from the Municipal Account totalling \$559,000.32 and EFT Payments EFT9013 – EFT9018, EFT9081 – EFT9085, EFT9132 – EFT9133 and Cheque Payments 2526 – 2530 from the Trust Account totalling \$9,061.25 for the month of December 2019 be endorsed and accepted for payment.

Carried 11/0

**SHIRE OF WAGIN**  
**MONTHLY FINANCIAL REPORT**  
**(Containing the Statement of Financial Activity)**  
**For the Period Ended 31 December 2019**

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

**TABLE OF CONTENTS**

Monthly Summary Information	
Statement of Financial Activity by Program	
Statement of Financial Activity by Nature or Type	
Note 1	Net Current Assets
Note 2	Explanation of Material Variances
Note 3	Cash and Investments
Note 4	Receivables
Note 5	Rate Revenue
Note 6	Disposal of Assets
Note 7	Capital Acquisitions
Note 8	Borrowings
Note 9	Reserves
Note 10	Grants and Contributions
Note 11	Trust Fund

**MONTHLY FINANCIAL REPORT  
FOR THE PERIOD ENDED 31 DECEMBER 2019**

**KEY INFORMATION**

**Items of Significance**

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

	<b>% Completed</b>	<b>Annual Budget</b>	<b>YTD Actual</b>
<b>Capital Expenditure</b>			
Land	101%	40,000	40,499
Buildings	35%	25,000	8,798
Plant & Equipment	96%	344,000	331,245
Furniture & Equipment	21%	126,700	27,175
Infrastructure - Roads	21%	1,746,917	375,034
Footpaths	33%	131,000	43,662
Infrastructure - Other	21%	330,000	67,844
<b>Grants, Subsidies and Contributions</b>			
Operating Grants, Subsidies and Contributions	63%	1,199,330	756,265
Non-operating Grants, Subsidies and Contributions	31%	1,143,257	350,078
Rates Levied	100%	2,356,259	2,349,092

*% Compares current ytd actuals to annual budget*

<b>Financial Position</b>	<b>* Note</b>	<b>This Time Last Year 31 Dec 2018</b>	<b>Year to Date Actual 31 Dec 2019</b>
Adjusted Net Current Assets	101%	\$ 2,262,787	\$ 2,294,789
Cash and Equivalent - Unrestricted	96%	\$ 1,868,602	\$ 1,800,870
Cash and Equivalent - Restricted	144%	\$ 968,039	\$ 1,394,222
Receivables - Rates	110%	\$ 357,490	\$ 393,463
Receivables - Other	59%	\$ 354,954	\$ 209,311
Payables	40%	\$ 295,800	\$ 118,761

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

**MONTHLY FINANCIAL REPORT  
FOR THE PERIOD ENDED 31 DECEMBER 2019**

**INFORMATION**

**PREPARATION TIMING AND REVIEW**

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

**BASIS OF PREPARATION**

**REPORT PURPOSE**

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

**BASIS OF ACCOUNTING**

This statement comprises a special purpose financial report which has been prepared in accordance with Australian Accounting Standards (as they apply to local governments and not-for-profit entities), 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.

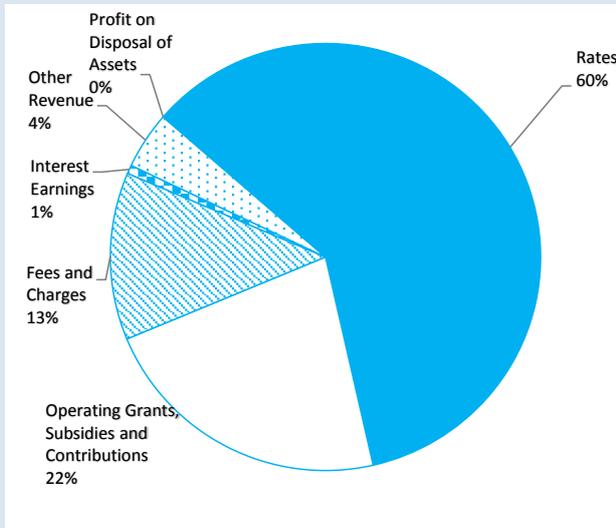
**ROUNDING OFF FIGURES**

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

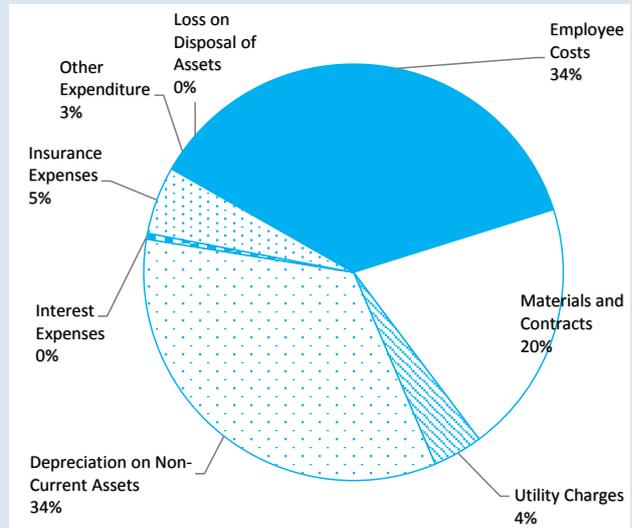
**MONTHLY FINANCIAL REPORT  
FOR THE PERIOD ENDED 31 DECEMBER 2019**

**SUMMARY GRAPHS**

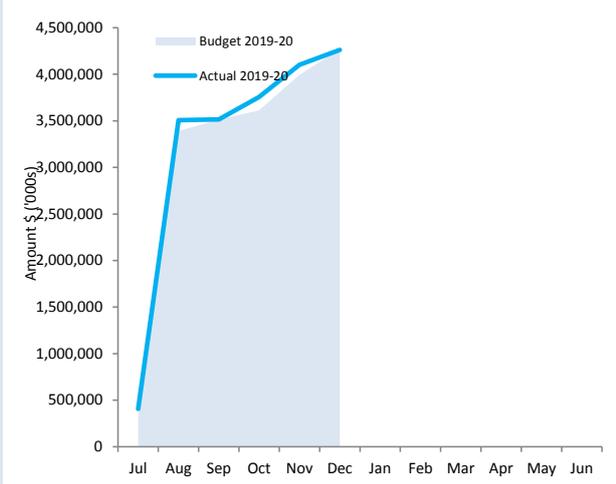
**OPERATING REVENUE**



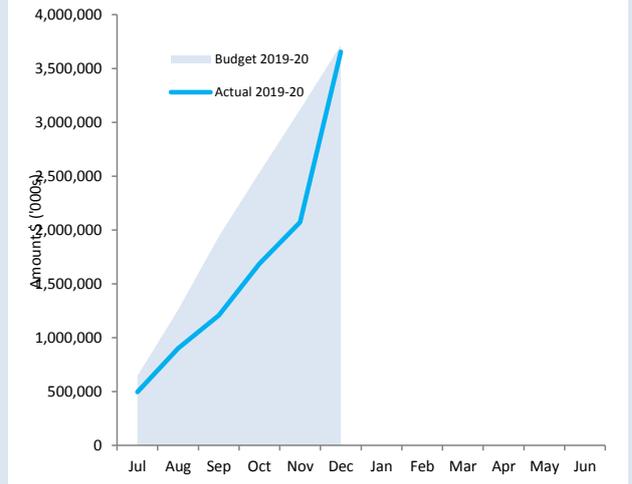
**OPERATING EXPENSES**



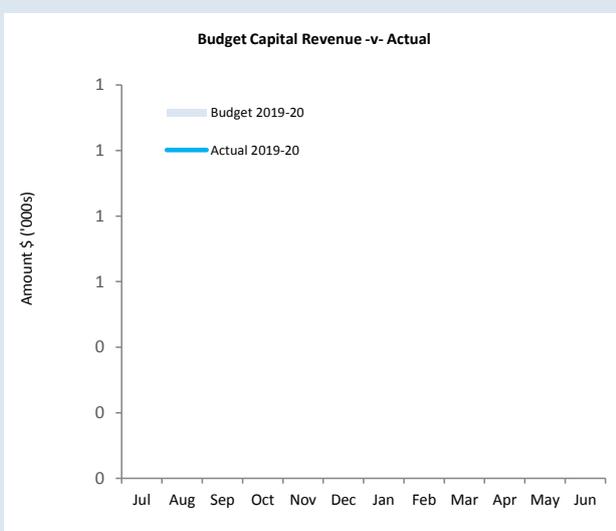
**Budget Operating Revenues -v- Actual**



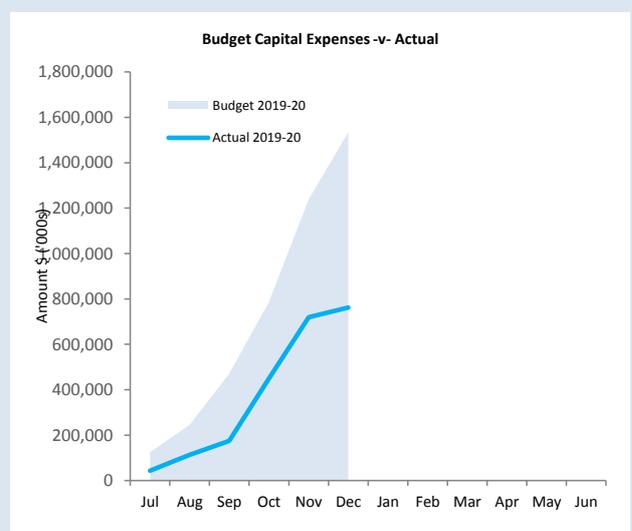
**Budget Operating Expenses -v-YTD Actual**



**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 31 DECEMBER 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 framework To provide services to disadvantaged persons, the elderly, children and youth.	Inspection of food outlets and their control, provision of Maintenance of child minding centre, playgroup centre, senior citizen centre and aged care centre. Provision and maintenance of home and community care programs and youth services.
<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, footpaths, Tourism and area promotion including the maintenance and operation of a caravan park. Provision of rural services including weed control, vermin control and standpipes. Building Control.
<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 31 DECEMBER 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)	\$ 1,279,164	\$ 1,279,164	\$ 1,305,507	\$ 26,343	
<b>Revenue from operating activities</b>						
Governance		9,000	6,000	14,690	8,690	
General Purpose Funding - Rates	5	2,356,259	2,353,858	2,349,092	(4,766)	
General Purpose Funding - Other		905,632	509,591	512,147	2,556	
Law, Order and Public Safety		139,604	69,422	78,679	9,257	
Health		56,054	27,078	32,694	5,616	
Education and Welfare		363,444	185,396	274,742	89,346	▲
Community Amenities		364,300	338,054	331,204	(6,850)	
Recreation and Culture		95,045	53,917	49,748	(4,169)	
Transport		179,533	148,943	144,474	(4,469)	
Economic Services		114,700	56,552	75,246	18,694	
Other Property and Services		109,077	53,997	49,011	(4,986)	
		<b>4,692,648</b>	<b>3,802,808</b>	<b>3,911,725</b>		
<b>Expenditure from operating activities</b>						
Governance		(424,096)	(300,089)	(279,750)	20,339	▲
General Purpose Funding		(387,650)	(205,759)	(195,990)	9,769	
Law, Order and Public Safety		(272,457)	(171,714)	(132,419)	39,295	▲
Health		(250,661)	(126,850)	(101,358)	25,492	▲
Education and Welfare		(474,205)	(250,459)	(244,908)	5,551	
Community Amenities		(583,384)	(293,530)	(273,243)	20,287	▲
Recreation and Culture		(1,307,420)	(656,615)	(621,896)	34,719	▲
Transport		(2,493,023)	(1,300,539)	(1,375,175)	(74,636)	▼
Economic Services		(269,054)	(150,374)	(180,887)	(30,513)	▼
Other Property and Services		(391,074)	(261,262)	(248,713)	12,549	
		<b>(6,853,024)</b>	<b>(3,717,191)</b>	<b>(3,654,339)</b>		
<b>Operating activities excluded from budget</b>						
Add Back Depreciation		2,464,660	1,232,334	1,239,463	7,129	
Adjust (Profit)/Loss on Asset Disposal	6	(200)	(200)	0	200	
Adjust Provisions and Accruals		0	0	1,346	1,346	
<b>Amount attributable to operating activities</b>		<b>304,084</b>	<b>1,317,751</b>	<b>1,498,195</b>		
<b>Investing Activities</b>						
Non-operating Grants, Subsidies and Contributions	10	1,143,257	469,069	350,078	(118,991)	▼
Proceeds from Disposal of Assets	6	77,000	77,000	71,787	(5,213)	
Capital Acquisitions	7	(2,743,617)	(1,574,000)	(894,258)	679,742	▲
<b>Amount attributable to investing activities</b>		<b>(1,523,360)</b>	<b>(1,027,931)</b>	<b>(472,392)</b>		
<b>Financing Activities</b>						
Self-Supporting Loan Principal		18,758	9,308	9,308	0	
Transfer from Reserves	9	230,000	0	0	0	
Repayment of Debentures	8	(64,099)	(31,647)	(31,647)	0	
Transfer to Reserves	9	(244,547)	(17,124)	(14,184)	2,940	
<b>Amount attributable to financing activities</b>		<b>(59,888)</b>	<b>(39,463)</b>	<b>(36,523)</b>		
<b>Closing Funding Surplus(Deficit)</b>	1(b)	<b>(0)</b>	<b>1,529,521</b>	<b>2,294,789</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 2019/20 financial year is \$20,000.

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

**KEY TERMS AND DESCRIPTIONS  
FOR THE PERIOD ENDED 31 DECEMBER 2019**

**NATURE OR TYPE DESCRIPTIONS**

**REVENUE**

**RATES**

All rates levied under the Local Government Act 1995. Includes general, differential, specific area rates, minimum rates, interim rates, back rates, ex-gratia rates, less discounts offered. Exclude administration fees, interest on instalments, interest on arrears and service charges.

**OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS**

Refer to all amounts received as grants, subsidies and contributions that are not non-operating grants.

**NON-OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS**

Amounts received specifically for the acquisition, construction of new or the upgrading of non-current assets paid to a local government, irrespective of whether these amounts are received as capital grants, subsidies, contributions or donations.

**PROFIT ON ASSET DISPOSAL**

Profit on the disposal of assets including gains on the disposal of long term investments. Losses are disclosed under the expenditure classifications.

**FEES AND CHARGES**

Revenues (other than service charges) from the use of facilities and charges made for local government services, sewerage rates, rentals, hire charges, fee for service, photocopying charges, licences, sale of goods or information, fines, penalties and administration fees. Local governments may wish to disclose more detail such as rubbish collection fees, rental of property, fines and penalties, other fees and charges.

**SERVICE CHARGES**

Service charges imposed under Division 6 of Part 6 of the Local Government Act 1995. Regulation 54 of the Local Government (Financial Management) Regulations 1996 identifies these as television and radio broadcasting, underground electricity and neighbourhood surveillance services. Exclude rubbish removal charges. Interest and other items of a similar nature received from bank and investment accounts, interest on rate instalments, interest on rate arrears and interest on debtors.

**INTEREST EARNINGS**

Interest and other items of a similar nature received from bank and investment accounts, interest on rate instalments, interest on rate arrears and interest on debtors.

**OTHER REVENUE / INCOME**

Other revenue, which can not be classified under the above headings, includes dividends, discounts, rebates etc.

**EXPENSES**

**EMPLOYEE COSTS**

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

**MATERIALS AND CONTRACTS**

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

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

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

**INSURANCE**

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

**LOSS ON ASSET DISPOSAL**

Loss on the disposal of fixed assets.

**DEPRECIATION ON NON-CURRENT ASSETS**

Depreciation expense raised on all classes of assets.

**INTEREST EXPENSES**

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

**OTHER EXPENDITURE**

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

**STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 DECEMBER 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)	1,279,164	1,279,164	<b>1,305,507</b>	26,343	▲
<b>Revenue from operating activities</b>						
Rates	5	2,356,259	2,353,858	<b>2,349,092</b>	(4,766)	
Operating Grants, Subsidies and Contributions	10	1,333,086	721,215	<b>871,771</b>	150,556	▲
Fees and Charges		726,990	524,547	<b>495,996</b>	(28,551)	▼
Interest Earnings		58,247	29,124	<b>25,503</b>	(3,621)	
Other Revenue		212,066	168,064	<b>169,363</b>	1,299	
Profit on Disposal of Assets	6	6,000	6,000	<b>0</b>	(6,000)	
		4,692,648	3,802,808	<b>3,911,726</b>		
<b>Expenditure from operating activities</b>						
Employee Costs		(2,419,203)	(1,254,042)	<b>(1,232,836)</b>	21,206	▲
Materials and Contracts		(1,240,790)	(768,246)	<b>(718,472)</b>	49,774	▲
Utility Charges		(326,824)	(163,147)	<b>(140,661)</b>	22,486	▲
Depreciation on Non-Current Assets		(2,464,660)	(1,232,334)	<b>(1,239,463)</b>	(7,129)	
Interest Expenses		(34,694)	(17,750)	<b>(16,925)</b>	825	
Insurance Expenses		(194,263)	(168,968)	<b>(192,615)</b>	(23,647)	▼
Other Expenditure		(166,790)	(106,904)	<b>(113,367)</b>	(6,463)	
Loss on Disposal of Assets	6	(5,800)	(5,800)	<b>0</b>		
		(6,853,024)	(3,717,191)	<b>(3,654,340)</b>		
<b>Operating activities excluded from budget</b>						
Add back Depreciation		2,464,660	1,232,334	<b>1,239,463</b>	7,129	
Adjust (Profit)/Loss on Asset Disposal	6	(200)	(200)	<b>0</b>	200	
Adjust Provisions and Accruals		0	0	<b>1,346</b>	1,346	
<b>Amount attributable to operating activities</b>		<b>304,084</b>	<b>1,317,751</b>	<b>1,498,196</b>		
<b>Investing activities</b>						
Non-operating grants, subsidies and contributions	10	1,143,257	469,069	<b>350,078</b>	(118,991)	▼
Proceeds from Disposal of Assets	6	77,000	77,000	<b>71,787</b>	(5,213)	
Capital acquisitions	7	(2,743,617)	(1,574,000)	<b>(894,258)</b>	679,742	▲
<b>Amount attributable to investing activities</b>		<b>(1,523,360)</b>	<b>(1,027,931)</b>	<b>(472,391)</b>		
<b>Financing Activities</b>						
Self-Supporting Loan Principal		18,758	9,308	<b>9,308</b>	0	
Transfer from Reserves	9	230,000	0	<b>0</b>	0	
Repayment of Debentures	8	(64,099)	(31,647)	<b>(31,647)</b>	0	
Transfer to Reserves	9	(244,547)	(17,124)	<b>(14,184)</b>	2,940	
<b>Amount attributable to financing activities</b>		<b>(59,888)</b>	<b>(39,463)</b>	<b>(36,523)</b>		
<b>Closing Funding Surplus (Deficit)</b>	1(b)	<b>(0)</b>	<b>1,529,521</b>	<b>2,294,789</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 31 DECEMBER 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 31 DECEMBER 2019**

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

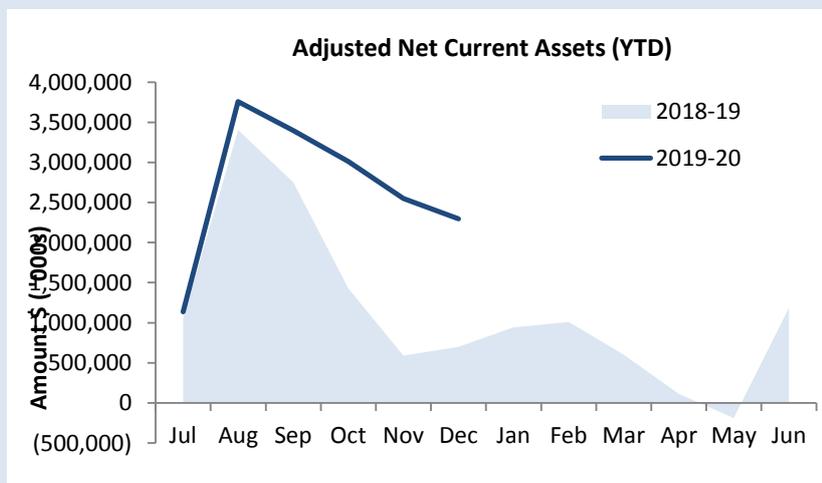
	Ref Note	Last Years Closing 30 June 2019	This Time Last Year 31 Dec 2018	Year to Date Actual 31 Dec 2019
		\$	\$	\$
<b>Adjusted Net Current Assets</b>				
<b>Current Assets</b>				
Cash Unrestricted	3	382,597	1,868,602	1,800,870
Cash Restricted	3	1,380,038	968,039	1,394,222
Receivables - Rates	4	56,891	357,490	393,463
Receivables - Other	4	1,035,863	354,954	209,311
Loans receivable		18,758	9,169	18,758
Interest / ATO Receivable		26,967	0	0
Inventories		46,978	40,543	46,978
		<b>2,948,093</b>	<b>3,598,797</b>	<b>3,863,602</b>
<b>Less: Current Liabilities</b>				
Payables		(206,717)	(295,800)	(118,761)
Regional Refuse Group Accrued Funds		(37,071)	(63,001)	(37,071)
Provisions - Loans, Annual & Long Service Leave		(371,243)	(359,979)	(339,595)
		<b>(615,032)</b>	<b>(718,781)</b>	<b>(495,428)</b>
<b>Unadjusted Net Current Assets</b>		<b>2,333,061</b>	<b>2,880,016</b>	<b>3,368,174</b>
<b>Adjustments and exclusions permitted by FM Reg 32</b>				
Less: Cash reserves	3	(1,380,038)	(968,039)	(1,394,222)
Less: Loans receivable		(18,758)	(9,169)	(18,758)
Add: Provisions - Loans, Annual & Long Service Leave		371,243	359,979	339,595
<b>Adjusted Net Current Assets</b>		<b>1,305,507</b>	<b>2,262,787</b>	<b>2,294,789</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)  
\$2.29 M**

**Last Year YTD  
Surplus(Deficit)  
\$2.26 M**

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 DECEMBER 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 2019/20 financial year is \$20,000.

Reporting Program	Var. \$	Var.	Timing/ Permanent	Explanation of Variance
	\$			
<b>Revenue from operating activities</b>				
Education and Welfare	89,346	▲	Timing	HACC grant received earlier than budgeted.
<b>Expenditure from operating activities</b>				
Governance	20,339	▲	Timing	Councillor Training & Conference Expenses under YTD Budget, Removal Expenses under YTD Budget due to CEO recruitment.
Law, Order and Public Safety	39,295	▲	Timing	BFB Grant, CCTV & Mosquito Control under YTD Budget.
Health	25,492	▲	Timing	IPN Invoice has not been received to date.
Community Amenities	20,287	▲	Timing	Household Refuse, Chemical Drum Disposal & Public Convenience Maintenance under YTD Budget.
Recreation and Culture	34,719	▲	Timing	Woolorama Costs & Maintenance under YTD Budget.
Transport	(74,636)	▼	Timing	Maintenance Grading, Street Trees & Townscape under YTD Budget.
Economic Services	(30,513)	▼	Permanent	Landcare Payroll not budgeted for but offset by income.
<b>Investing Activities</b>				
Non-operating Grants, Subsidies and Contributions	(118,991)	▼	Timing	RRG & R2R Capital Grants not in accordance with budgeted month to receive.
Capital Acquisitions	679,742	▲	Timing	Caravan Park Camp Kitchen, Electronic Advertising Sign, Wetlands Park Playground Equipment, Capital Works Program, Footpath Program, Learn to Swim Pool Heating, Airport Development, Wetlands Park Pond Works & Townscape not in accordance with month budgeted to expend.

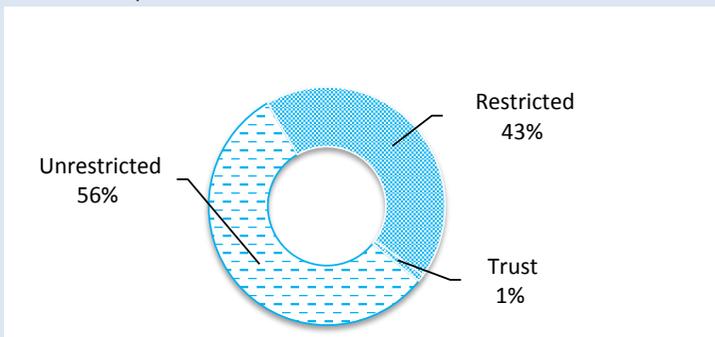
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 DECEMBER 2019**

**OPERATING ACTIVITIES  
NOTE 3  
CASH AND INVESTMENTS**

<b>Cash and Investments</b>	<b>Unrestricted</b>	<b>Restricted</b>	<b>Trust</b>	<b>Total YTD Actual</b>	<b>Institution</b>	<b>Interest Rate</b>	<b>Maturity Date</b>
	\$	\$	\$	\$			
<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	171,154			171,154	NAB	Nil	At Call
Overnight Cash Deposit Facility	825,111			825,111	Treasury	1.20%	At Call
Municipal Investment Account 1	803,255			803,255	NAB	1.65%	01-Jan-20
Municipal Cash Maximiser	0				NAB	0.40%	At Call
Trust Fund			31,476	31,476	NAB	Nil	At Call
<b>Term Deposits</b>							
Municipal Investment - Term Deposit		1,394,222		1,394,222	NAB	2.40%	28-Jun-20
<b>Total</b>	<b>1,800,870</b>	<b>1,394,222</b>	<b>31,476</b>	<b>3,226,568</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.

<b>Total Cash</b>	<b>Unrestricted</b>
<b>\$3.23 M</b>	<b>\$1.8 M</b>

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 DECEMBER 2019**

**OPERATING ACTIVITIES  
NOTE 4  
RECEIVABLES**

Rates Receivable	30 June 2019	31 December 2019
	\$	\$
Opening Arrears Previous Years	67,044	56,891
Levied this year	2,469,127	2,591,151
Less Collections to date	(2,473,810)	(2,254,579)
Equals Current Outstanding	<b>62,361</b>	<b>393,463</b>
Doubtful Rate Debtors	(5,470)	0
<b>Net Rates Collectable</b>	<b>56,891</b>	<b>393,463</b>
% Collected	100.19%	87.01%

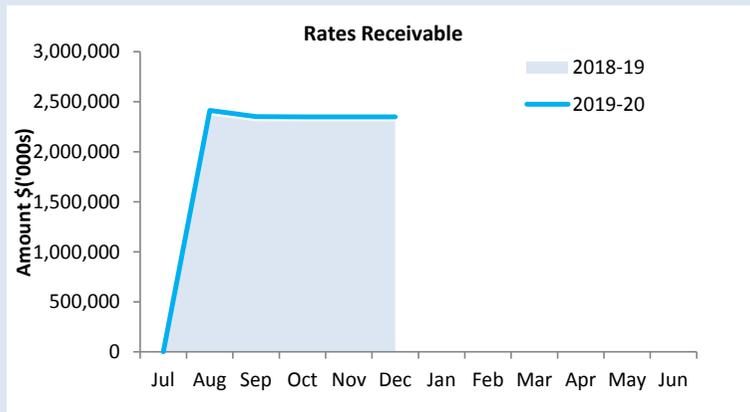
Receivables - General	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$
Receivables - General	21,993	9,417	55,759	124,382	211,551
Percentage	10%	4%	26%	59%	
<b>Balance per Trial Balance</b>					
Sundry debtors					211,551
Loans receivable - clubs/institutions					18,758
Doubtful Debtors					(2,240)
<b>Total Receivables General Outstanding</b>					<b>228,069</b>
<b>Amounts shown above include GST (where applicable)</b>					

**KEY INFORMATION**

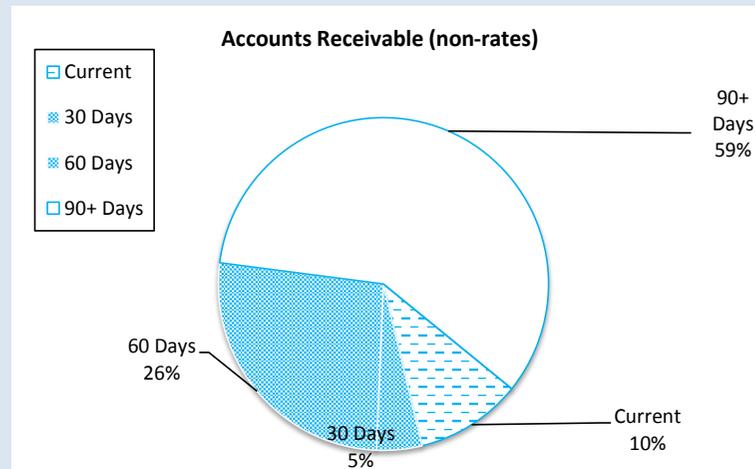
Trade and other receivables include amounts due from ratepayers for unpaid rates and service charges and other amounts due from third parties for goods sold and services performed in the ordinary course of business.

**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>87%</b>	<b>\$393,463</b>



<b>Debtors Due</b>
<b>\$228,069</b>
<b>Over 30 Days</b>
<b>90%</b>
<b>Over 90 Days</b>
<b>59%</b>

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 DECEMBER 2019**

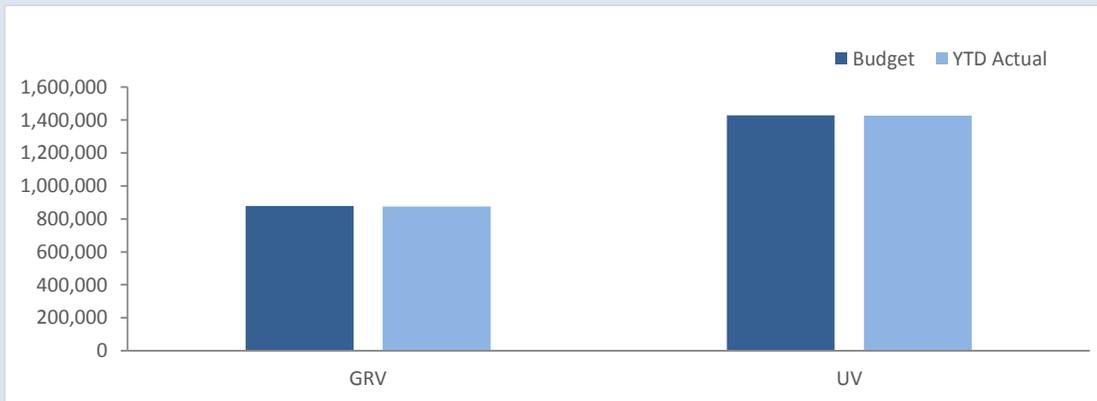
**OPERATING ACTIVITIES  
NOTE 5  
RATE REVENUE**

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	0.110160	744	7,953,721	876,206	2,000	1,000	879,206	876,206	-1,160	114	875,160
UV	0.007240	321	197,041,500	1,426,383	2,000	0	1,428,383	1,426,384	-376	0	1,426,007
	Minimum \$										
GRV	580	148	280,029	85,840	0	0	85,840	85,840	0	0	85,840
UV	580	63	3,270,037	36,540	0	0	36,540	36,540	0	0	36,540
<b>Sub-Totals</b>		<b>1,276</b>	<b>208,545,287</b>	<b>2,424,969</b>	<b>4,000</b>	<b>1,000</b>	<b>2,429,969</b>	<b>2,424,969</b>	<b>-1,536</b>	<b>114</b>	<b>2,423,547</b>
Discount							(86,105)				(86,849)
<b>Amount from General Rates</b>							<b>2,343,864</b>				<b>2,336,698</b>
Ex-Gratia Rates							12,394				12,393
<b>Total General Rates</b>							<b>2,356,258</b>				<b>2,349,092</b>

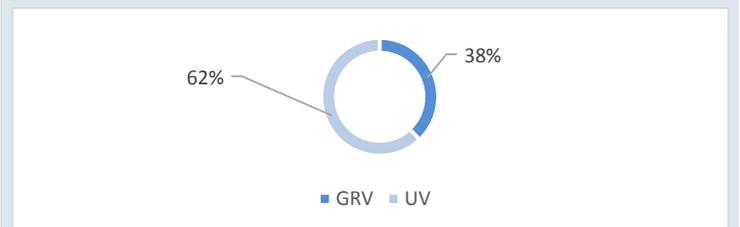
**SIGNIFICANT ACCOUNTING POLICIES**

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>\$2.34 M</b>	<b>\$2.34 M</b>	<b>100%</b>

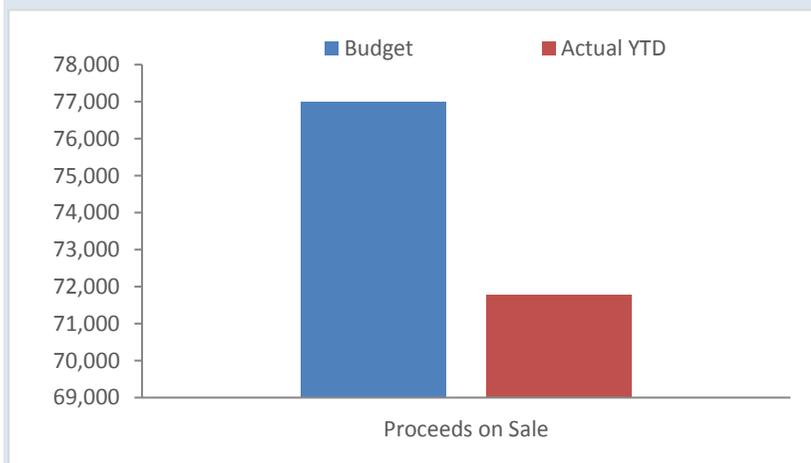


**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 DECEMBER 2019**

**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)
		\$	\$	\$	\$	\$	\$	\$	\$
P01Y17	CEO Vehicle	25,000	28,000	3,000		32,233	32,233		
P80Y18	HACC Co-ordinator Vehicle	24,800	20,000		(4,800)				
P14	Isuzu 13t Truck	27,000	29,000	2,000		35,455	35,455		
	Toro Ride on Mower					2,273	2,273		
	ATV Cattleman Motorbike					1,373	1,373		
	Post Hole Digger					455	455		
		<b>76,800</b>	<b>77,000</b>	<b>5,000</b>	<b>(4,800)</b>	<b>71,788</b>	<b>71,787</b>	<b>0</b>	<b>0</b>

**KEY INFORMATION**



Proceeds on Sale		
Budget	YTD Actual	%
<b>\$77,000</b>	<b>\$71,787</b>	<b>93%</b>

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 DECEMBER 2019**

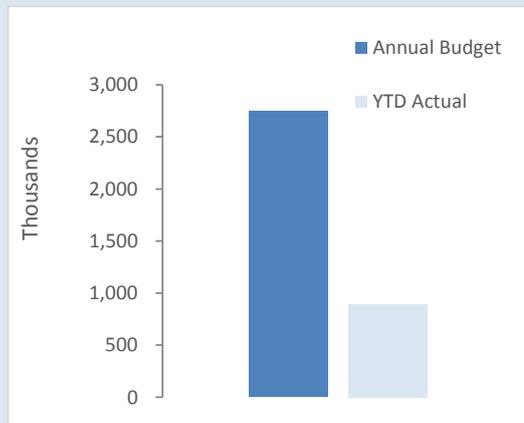
**INVESTING ACTIVITIES  
NOTE 7  
CAPITAL ACQUISITIONS**

Capital Acquisitions	Annual Budget	YTD Budget	YTD Actual Total	YTD Budget Variance
	\$	\$	\$	\$
Land	(40,000)	(40,000)	(40,499)	(499)
Buildings	(25,000)	(25,000)	(8,798)	16,202
Plant & Equipment	(344,000)	(344,000)	(331,245)	12,755
Furniture & Equipment	(126,700)	(92,000)	(27,175)	64,825
Infrastructure - Roads	(1,746,917)	(850,000)	(375,034)	474,966
Footpaths	(131,000)	(60,000)	(43,662)	16,338
Infrastructure - Other	(330,000)	(163,000)	(67,844)	95,156
<b>Capital Expenditure Totals</b>	<b>(2,743,617)</b>	<b>(1,574,000)</b>	<b>(894,258)</b>	<b>679,742</b>
<b>Capital Acquisitions Funded By:</b>				
	\$	\$	\$	\$
Capital grants and contributions	1,143,257	469,069	350,078	(118,991)
Other (Disposals & C/Fwd)	77,000	77,000	71,787	(5,213)
Cash Backed Reserves				
Recreation Development Reserve	15,000	0	0	0
Electronic Sign Reserve	10,250	0	0	0
Recreation Centre Equipment Reserve	4,000	0	0	0
Plant Replacement Reserve	90,000	0	0	0
Aerodrome Maintenance & Development Reserve	10,000	0	0	0
Refuse Waste Management Reserve	30,000	0	0	0
Land Development Reserve	40,000	0	0	0
Contribution - operations	1,324,110	1,027,931	472,392	(555,539)
<b>Capital Funding Total</b>	<b>2,743,617</b>	<b>1,574,000</b>	<b>894,258</b>	<b>(679,742)</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>\$2.74 M</b>	<b>\$0.89 M</b>	<b>33%</b>
Capital Grant	Annual Budget	YTD Actual	% Received
	<b>\$1.14 M</b>	<b>\$0.35 M</b>	<b>31%</b>

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 DECEMBER 2019

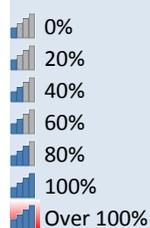
INVESTING ACTIVITIES  
NOTE 7  
CAPITAL ACQUISITIONS (CONTINUED)

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

	Account Number	Annual Budget	YTD Budget	YTD Actual	YTD Variance
<b>Capital Expenditure</b>					
<b>Land</b>					
	Town Centre Development	E167784	(40,000)	(40,000)	(499)
			(40,000)	(40,499)	(499)
<b>Buildings</b>					
	Caravan Park Camp Kitchen	E167130	(15,000)	(15,000)	10,465
	Solar Panels - Various Buildings	E167430	(10,000)	(10,000)	5,736
			(25,000)	(8,798)	16,202
<b>Plant &amp; Equipment</b>					
	CEO Vehicle (PO1)	E167700	(48,000)	(48,000)	6,376
	HACC Co-ordinator Vehicle	E167745	(30,000)	(30,000)	(2,029)
	2013 Toro Ride on Mower (P43)	E167769	(28,000)	(28,000)	3,021
	2010 Toyota Gardener Utility (P25)	PE1904	(24,000)	(24,000)	(1,180)
	Isuzu Truck 13t (P40)	PE1905	(185,000)	(185,000)	4,742
	Stump Grinder for Bobcat	PE1906	(9,000)	(9,000)	4,151
	All Terrain Utility / Gator	PE1907	(20,000)	(20,000)	(2,325)
			(344,000)	(331,245)	12,755
<b>Furniture &amp; Equipment</b>					
	Electronic Advertising Sign	E167278	(56,500)	(50,000)	50,000
	Rec Centre - Furniture Upgrades	E167284	(8,000)	(8,000)	2,356
	Wetlands Park - Playground Equipment	FE1902	(38,200)	(10,000)	10,000
	Water Standpipe Controller	FE1903	(18,000)	(18,000)	(2,521)
	Pallet Racking - Depot	E167458	(6,000)	(6,000)	4,989
			(126,700)	(27,175)	64,825
<b>Infrastructure - Roads</b>					
	Capital Works Program	E167103	(1,746,917)	(850,000)	490,579
	WANDRRA Capital Works	E147125	0	0	(15,613)
			(1,746,917)	(375,034)	474,966
<b>Footpaths</b>					
	Footpath Program	E167124	(131,000)	(60,000)	16,338
			(131,000)	(43,662)	16,338
<b>Infrastructure - Other</b>					
	Cemetery Upgrade	E167191	(50,000)	(48,000)	5,567
	Learn to Swim Pool Heating	E167757	(40,000)	(20,000)	20,000
	Town Centre Redevelopment - Library Parking Area	E167785	(130,000)	0	0
	Airport Development	IO1901	(40,000)	(30,000)	30,000
	Wetlands Park Pond Works	E167758	(10,000)	(10,000)	9,925
	Townscape	E167136	(60,000)	(55,000)	29,664
			(330,000)	(67,844)	95,156
<b>Capital Expenditure Total</b>			(2,743,617)	(1,574,000)	679,742

KEY INFORMATION

Level of Completion Indicators



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

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 DECEMBER 2019**

**FINANCING ACTIVITIES  
NOTE 8  
BORROWINGS**

Information on Borrowings Particulars	30 Jun 2019	New Loans		Principal Repayments		Principal Outstanding		Interest Repayments	
		Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget
	\$	\$	\$	\$	\$	\$	\$	\$	\$
<b>Recreation and Culture</b>									
Loan 131 - Recreation Centre Development	59,244	0	0	4,579	9,305	54,665	49,939	1,893	3,639
Loan 139 - Swimming Pool Redevelopment	227,284	0	0	6,251	12,662	221,033	214,622	5,767	11,374
<b>Other Property and Services</b>									
Loan 137 - Staff Housing	168,538	0	0	6,455	13,106	162,083	155,432	4,993	9,788
Loan 138 - Doctor Housing	87,159	0	0	5,055	10,268	82,104	76,891	2,732	5,306
	542,225	0	0	22,339	45,341	519,886	496,884	15,385	30,107
<b>Self supporting loans</b>									
<b>Recreation and Culture</b>									
Loan 141 - Wagin Ag Society (SSL)	155,507	0	0	9,308	18,758	146,199	136,749	2,364	4,586
	155,507	0	0	9,308	18,758	146,199	136,749	2,364	4,586
<b>Total</b>	697,732	0	0	31,647	64,099	666,085	633,633	17,749	34,693

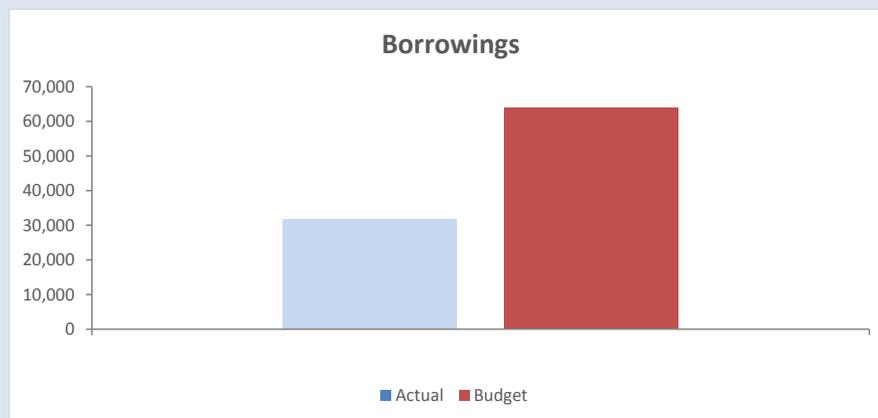
All debenture repayments were financed by general purpose revenue.

**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>\$31,647</b>
<b>Interest Earned</b>	<b>\$25,503</b>
<b>Interest Expense</b>	<b>\$17,749</b>
<b>Reserves Bal</b>	<b>\$1.39 M</b>
<b>Loans Due</b>	<b>\$.67 M</b>

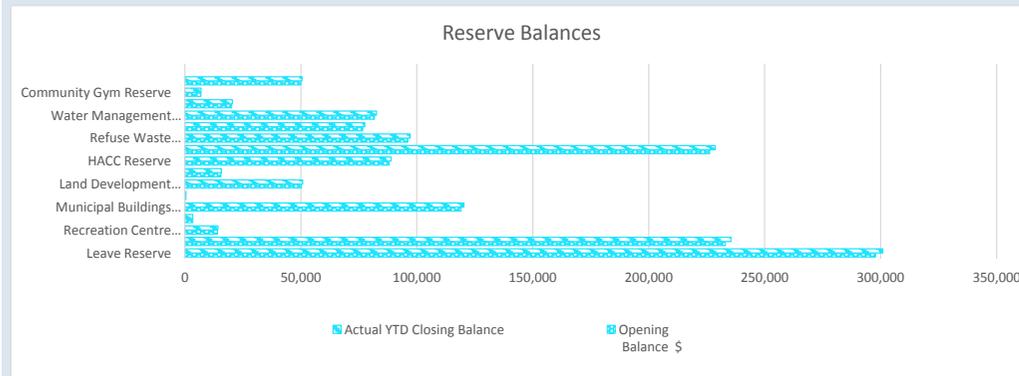
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 DECEMBER 2019

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

KEY INFORMATION



**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 DECEMBER 2019**

**NOTE 10  
GRANTS AND CONTRIBUTIONS**

**Grants and Contributions**

	<b>Annual Budget</b>	<b>YTD Budget</b>	<b>YTD Actual</b>	<b>YTD Variance</b>
<b>Operating grants, subsidies and contributions</b>				
<b>General Purpose Funding</b>				
Grants Commission - General	455,916	227,958	221,993	(5,966)
Grants Commission - Roads	219,016	109,508	114,526	5,018
<b>Law, Order and Public Safety</b>				
DFES Grant - Operating Bush Fire Brigade	56,550	14,138	16,512	2,374
DFES Grant - MAF Funding	21,000	21,000	32,600	11,600
DFES Grant - Operating SES	27,860	6,965	7,115	150
<b>Education and Welfare</b>				
HACC Recurrent Grant	289,545	144,772	234,731	89,959
<b>Recreation and Culture</b>				
Volunteering WA	950	950	941	(9)
Thank A Volunteer Grant	950	950	1,000	50
Lotterywest - Wagin Street Carnival	8,755	8,755	8,060	(695)
<b>Transport</b>				
Direct Road Grants	118,788	118,788	118,788	0
<b>Operating grants, subsidies and contributions Total</b>	<b>1,199,330</b>	<b>653,784</b>	<b>756,265</b>	<b>102,481</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>				
Wetlands Park Playground Upgrade Contribution	28,200	0	0	0
Electronic Sign Contributions	35,000	35,000	50,000	15,000
CSRFF Grant - Swim Pool Stage 2	20,000	0	10,600	10,600
<b>Transport</b>				
Road Project Grants	307,605	246,084	123,042	(123,042)
Main Roads Bridge Grant	422,322	0	50,000	50,000
Roads To Recovery Grant	312,145	170,000	116,436	(53,564)
Regional Airports Development Scheme (RADs)	9,985	9,985	0	(9,985)
WANDRRA Storm Damage	0	0	0	0
<b>Non-operating grants, subsidies and contributions Total</b>	<b>1,143,257</b>	<b>469,069</b>	<b>350,078</b>	<b>(118,991)</b>
<b>Grand Total</b>	<b>2,342,587</b>	<b>1,122,853</b>	<b>1,106,343</b>	<b>(16,510)</b>

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 DECEMBER 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 2019	Amount Received	Amount Paid	Closing Balance 31 Dec 2019
	\$	\$	\$	\$
Deposits - Town Hall	1,100	100	(400)	800
Deposits - Community Bus	1,200	1,500	(1,950)	750
Deposits - Rec Ctr & EFP	2,362	1,693	(1,500)	2,555
Deposits - Animal Trap	0	100	(50)	50
BCITF	0	866	(866)	0
Deposit - Community Gym Key	3,000	720	(900)	2,820
Building Services Levy	0	1,375	(1,252)	123
Nomination Deposits	160	640	(400)	400
Pre-Paid Rates	0	0	0	0
Other Deposits	6,679	0	0	6,679
Unclaimed Monies	1,733	0	0	1,733
Transport Licensing	10,427	0	(10,427)	0
Bank Charges	0	0	0	0
Banking Errors	0	0	0	0
Deposit - Refuse Site Key	20	0	0	20
In Lieu of Public Open Space	8,200	0	0	8,200
Staff Christmas Fund	4,060	3,360	(7,420)	0
Trust Accounts Receivable	-62	0	(592)	(654)
Cemetery Shelter Contributions	8,000	0	0	8,000
	<b>46,879</b>	<b>10,354</b>	<b>(25,757)</b>	<b>31,476</b>

**SHIRE OF WAGIN**  
**STATEMENT OF OPERATING INCOME AND EXPENDITURE**  
**FOR THE PERIOD ENDED 31 DECEMBER 2019**

COA	Description	Type	Annual Budget	YTD Budget	YTD Actual
<b>General Purpose Funding</b>					
<b>Rate Revenue</b>					
I031005	GRV	Inc	876,206	876,206	876,206
I031010	GRV Minimums	Inc	85,840	85,840	85,840
I031015	UV	Inc	1,426,384	1,426,384	1,426,384
I031020	UV Minimums	Inc	36,540	36,540	36,540
I031025	GRV Interim Rates	Inc	2,000	999	(1,160)
I031030	UV Interim Rates	Inc	2,000	1,100	(376)
I031035	Back Rates	Inc	1,000	500	114
I031040	Ex-Gratia Rates (CBH)	Inc	12,394	12,394	12,393
I031045	Discount Allowed	Inc	(86,105)	(86,105)	(86,849)
I031050	Instalment Admin Charge	Inc	8,000	4,000	8,169
I031055	Account Enquiry Fee	Inc	2,000	1,002	1,210
I031060	(Rate Write Offs)	Inc	(5,000)	(2,500)	(158)
I031065	Penalty Interest	Inc	12,000	6,000	6,239
I031070	Emergency Services Levy	Inc	113,467	113,467	113,215
I031075	ESL Penalty Interest	Inc	600	300	320
I031090	Rate Legal Charges	Inc	10,000	4,998	9,264
			<u>2,497,326</u>	<u>2,481,125</u>	<u>2,487,351</u>
E031005	Valuation Expenses	Exp	(10,000)	(1,400)	(1,312)
E031010	Legal Costs/Expenses	Exp	(1,000)	(500)	(959)
E031015	Title Searches	Exp	(600)	(300)	(391)
E031020	Rate Recovery Expenses	Exp	(10,000)	(5,600)	(7,939)
E031025	Printing Stationery Postage	Exp	(2,000)	(1,800)	(1,564)
E031030	Emergency Services Levy	Exp	(113,467)	(68,000)	(67,998)
E031040	Rate Refunds	Exp	(1,000)	(500)	0
E031041	Rates & Rubbish Waivers/Concessions	Exp	(2,923)	(2,923)	(2,810)
E031100	Administration Allocated	Exp	(90,583)	(45,294)	(45,294)
			<u>(231,573)</u>	<u>(126,317)</u>	<u>(128,267)</u>
<b>Other General Purpose Funding</b>					
I032005	Grants Commission General	Inc	455,916	227,958	221,993
I032010	Grants Commission Roads	Inc	219,016	109,508	114,526
I032020	Administration Rental	Inc	36,000	18,000	18,000
I032025	Photocopies, Publications, PA & Projector Hire	Inc	1,000	498	105
I032030	Reimbursements	Inc	100	50	0
I032035	SS Loans Interest & GFee Reimb.	Inc	5,786	2,986	0
I032040	Bank Interest	Inc	12,000	6,000	5,080
I032045	Reserves Interest	Inc	34,247	17,124	14,184
I032055	Commissions & Recoups	Inc	500	200	0
			<u>764,565</u>	<u>382,324</u>	<u>373,888</u>
E032005	Bank Fees and Charges	Exp	(11,000)	(5,502)	(4,984)
E032015	Interest on Loans	Exp	(34,694)	(17,750)	(17,749)
E032030	Audit Fees & Other Services	Exp	(22,000)	(12,000)	(800)
E032035	Administration Allocated	Exp	(88,383)	(44,190)	(44,190)
			<u>(156,077)</u>	<u>(79,442)</u>	<u>(67,723)</u>
<b>Total General Purpose Income</b>			<u>3,261,891</u>	<u>2,863,449</u>	<u>2,861,238</u>
<b>Total General Purpose Expenditure</b>			<u>(387,650)</u>	<u>(205,759)</u>	<u>(195,990)</u>
<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	500	0
			1,000	500	0
E041005	Sitting Fees	Exp	(18,000)	(9,000)	(12,250)
E041010	Training	Exp	(8,000)	(7,000)	0
E041015	Members Travelling	Exp	(1,000)	(500)	(445)
E041025	Election Expenses	Exp	(3,000)	(3,000)	(1,150)
E041030	Other Expenses	Exp	(5,000)	(2,750)	(1,896)
E041035	Conference Expenses	Exp	(12,000)	(10,500)	(8,113)
E041040	Presidents Allowance	Exp	(12,000)	(6,000)	(6,000)
E041045	Deputy Presidents Allowance	Exp	(3,000)	(1,500)	(1,500)
E041055	Refreshments and Receptions	Exp	(14,000)	(8,500)	(6,981)
E041060	Presentations	Exp	(2,500)	(1,960)	(2,229)
E041065	Insurance	Exp	(9,630)	(9,630)	(9,630)
E041070	Public Relations	Exp	(3,000)	(2,200)	(254)
E041075	Subscriptions	Exp	(25,200)	(25,200)	(28,029)
E041100	Administration Allocated	Exp	(108,766)	(54,384)	(54,384)
			(225,096)	(142,124)	(132,861)
<b>Other Governance</b>					
I042030	Profit on Sale of Asset	Inc	3,000	3,000	0
I042045	Admin Reimbursements	Inc	5,000	2,500	1,359
I042050	Paid Parental Leave Reimbursement	Inc	0	0	13,331
			8,000	5,500	14,690
E042005	Administration Salaries	Exp	(660,255)	(330,126)	(327,906)
E042008	Admin Leave/Wages Liability	Exp	0	0	0
E042010	Administration Superannuation	Exp	(68,951)	(34,476)	(36,514)
E042011	Loyalty Allowance	Exp	(8,580)	(4,290)	(3,380)
E042012	Housing Allowance Admin	Exp	(10,340)	(7,940)	(7,725)
E042015	Insurance	Exp	(23,073)	(23,073)	(25,677)
E042020	Staff Training	Exp	(14,000)	(7,002)	(2,581)
E042025	Removal Expenses	Exp	(8,000)	(8,000)	0
E042030	Printing & Stationery	Exp	(26,000)	(13,002)	(16,240)
E042035	Phone, Fax & Modem	Exp	(10,000)	(4,998)	(2,172)
E042040	Office Maintenance	Exp	(54,500)	(27,252)	(28,177)
E042045	Advertising	Exp	(8,000)	(4,002)	(2,385)
E042050	Office Equipment Maintenance	Exp	(3,000)	(1,500)	(763)
E042055	Postage & Freight	Exp	(4,000)	(1,998)	(1,865)
E042060	Vehicle Running Expenses	Exp	(7,500)	(5,024)	(7,552)
E042065	Legal Expenses	Exp	(3,000)	(1,500)	(2,116)
E042070	Garden Expenses	Exp	(10,000)	(4,998)	(6,701)
E042075	Conference & Training	Exp	(11,000)	(5,100)	(6,436)
E042080	Computer Support	Exp	(87,500)	(78,000)	(79,212)
E042085	Other Expenses	Exp	(1,500)	(800)	(553)
E042090	Administration Allocated	Exp	(198,000)	(99,000)	(99,000)
E042095	Fringe Benefits Tax	Exp	(10,000)	(5,000)	(9,960)
E042100	Staff Uniforms	Exp	(4,000)	(3,000)	(1,567)
E042120	Depreciation - Other Governance	Exp	(66,830)	(33,414)	(23,292)
E042125	Less Administration Allocated	Exp	1,109,529	554,778	554,778
E042155	Lease of Photocopier	Exp	(2,500)	(1,248)	(1,212)
E042160	CEO Recruitment	Exp	(8,000)	(8,000)	(8,684)
			(199,000)	(157,965)	(146,892)
<b>Total Governance Income</b>			9,000	6,000	14,690
<b>Total Governance Expenditure</b>			(424,096)	(300,089)	(279,750)

**Law, Order & Public Safety****Fire Prevention**

COA	Description	Type	Annual Budget	YTD Budget	YTD Actual
I051010	BFB Operating Grant	Inc	56,550	14,138	16,512
I051015	Sale of Fire Maps	Inc	300	150	91
I051025	Reimbursements	Inc	3,000	1,500	200
I051030	Bush Fire Infringements	Inc	1,500	1,500	1,364
I051035	ESL Admin Fee	Inc	4,000	4,000	4,000
I051070	Other Bushfire Grants Income	Inc	21,000	21,000	32,600
I051075	SES Operating Grant	Inc	27,860	6,965	7,115
			114,210	49,253	61,882
E051005	BFB Operation Expenditure	Exp	(56,550)	(50,260)	(30,550)
E051010	Communication Mtce	Exp	(3,000)	(1,648)	(1,814)
E051015	Advertising & Other Expenses	Exp	(2,000)	(1,650)	(2,281)
E051020	Fire Fighting/Emergency Services Expenses	Exp	(2,000)	(1,450)	(474)
E051025	Town Block Burn Off	Exp	(5,000)	(5,000)	(8,801)
E051040	Other Bushfire Grants Expenditure	Exp	0	0	(200)
E051060	SES Operation Expenditure	Exp	(27,860)	(14,232)	(13,949)
E051100	Administration Allocated	Exp	(56,011)	(28,008)	(28,008)
E051190	Depreciation - Fire Prevention	Exp	(24,590)	(12,294)	(8,145)
			(177,011)	(114,542)	(94,222)
	<b>Animal Control</b>				
I052005	Dog Fines and Fees	Inc	6,000	3,000	2,279
I052006	Cat Fines and Fees	Inc	300	150	258
I052010	Hire of Animal Traps	Inc	50	25	73
I052015	Dog Registration	Inc	7,500	6,000	3,873
I052016	Cat Registration	Inc	600	300	132
I052020	Reimbursements	Inc	500	250	0
			14,950	9,725	6,615
E052005	Ranger Salary	Exp	(12,000)	(6,000)	(5,588)
E052007	Ranger Telephone	Exp	(1,000)	(498)	(491)
E052010	Pound Maintenance	Exp	(2,450)	(1,752)	(732)
E052015	Dog Control Insurance	Exp	(240)	(240)	(239)
E052020	Legal Fees	Exp	(500)	(250)	0
E052025	Training & Conference	Exp	(2,000)	(2,000)	0
E052030	Ranger Services Other	Exp	(28,000)	(14,348)	(11,518)
E052035	Administration Allocated	Exp	(24,606)	(12,306)	(12,306)
E052190	Depreciation - Animal Control	Exp	(1,650)	(828)	(506)
			(72,446)	(38,222)	(31,380)
	<b>Other Law, Order &amp; Public Safety</b>				
I053005	Abandoned Vehicles/Fines	Inc	50	50	0
I053040	Safer Wagin Income	Inc	10,394	10,394	10,167
I053055	Reimbursements	Inc	0	0	16
			10,444	10,444	10,183
E053005	Abandoned Vehicles	Exp	(500)	(500)	0
E053010	Emergency Services	Exp	0	0	0
E053040	Safer Wagin Expenditure	Exp	(500)	(500)	(323)
E053045	CCTV & Security	Exp	(12,000)	(9,150)	(2,169)
E053055	Mosquito Control	Exp	(10,000)	(8,800)	(4,326)
			(23,000)	(18,950)	(6,818)
	<b>Total Law, Order &amp; Public Safety Income</b>		139,604	69,422	78,679
	<b>Total Law, Order &amp; Public Safety Expenditure</b>		(272,457)	(171,714)	(132,419)
	<b>Health</b>				
	<b>Maternal &amp; Infant Health</b>				
E071005	Medical Centre Mtce - Infant Health Centre	Exp	(11,150)	(5,568)	(3,770)
			(11,150)	(5,568)	(3,770)

COA	Description	Type	Annual Budget	YTD Budget	YTD Actual
<b>Preventative Services - Admin &amp; Inspections</b>					
I074005	Food Licences & Fees	Inc	800	402	172
I074015	Contrib. Regional Health Scheme	Inc	46,000	22,998	28,448
			46,800	23,400	28,620
E074005	EHO Salary	Exp	(97,000)	(48,498)	(45,602)
E074008	EHO Leave/Wages Liability	Exp	0	0	0
E074010	EHO Superannuation	Exp	(9,650)	(4,824)	(4,830)
E074015	Other Control Expenses	Exp	(8,000)	(4,996)	(5,336)
E074020	EHO/Building Surveyor Vehicle Expenses	Exp	(5,000)	(2,708)	(3,015)
E074030	Conferences & Training	Exp	(3,000)	(1,600)	(3,238)
E074035	Loss on Sale of Asset	Exp	0	0	0
E074100	Administration Allocated	Exp	(25,001)	(12,498)	(12,498)
E074190	Depreciation - Prevent Services	Exp	(5,930)	(2,964)	(3,979)
			(153,581)	(78,088)	(78,498)
<b>Other Health</b>					
I076010	Rent - Medical Centre-Dentist	Inc	3,856	1,926	1,924
I076015	Reimbursements - IPN Medical	Inc	1,198	0	0
I076020	Meeting Room Fees	Inc	3,500	1,752	2,150
I076040	Reimbursements - Dr Norris	Inc	700	0	0
			9,254	3,678	4,074
E076020	Medical Centre Mtce - Dr & Dentist Surgery	Exp	(14,585)	(7,290)	(6,991)
E076025	Depreciation - Other Health	Exp	(20,720)	(10,362)	(10,226)
E076030	Doctors Vehicle Mtce	Exp	(2,800)	(1,400)	(1,411)
E076040	IPN Medical Services	Exp	(47,365)	(23,682)	0
			(85,470)	(42,734)	(18,628)
<b>Health - Preventative Services</b>					
E077010	Analytical Expenses	Exp	(460)	(460)	(463)
			(460)	(460)	(463)
<b>Total Health Income</b>			56,054	27,078	32,694
<b>Total Health Expenditure</b>			(250,661)	(126,850)	(101,358)
<b>Education &amp; Welfare</b>					
<b>Pre Schools</b>					
I083035	Day Care Lease	Exp	7,559	3,780	4,083
I083036	Day Care Reimbursements	Exp	3,500	1,750	391
			11,059	5,530	4,474
E080010	Kindergarten Maintenance (Daycare)	Exp	(14,900)	(7,452)	(5,775)
E080190	Depreciation - Pre-Schools	Exp	(5,420)	(2,712)	(2,069)
			(20,320)	(10,164)	(7,844)
<b>Other Education</b>					
E081020	School Oval Mtce	Exp	0	0	0
E081030	Contribution - Wagin Youth Care	Exp	(2,400)	(2,400)	(2,400)
			(2,400)	(2,400)	(2,400)
<b>HACC Program</b>					
I082010	HACC Recurrent Grant	Inc	289,545	144,772	234,731
I082015	Meals on Wheels	Inc	20,000	10,002	1,964
I082020	HACC Fee for Service	Inc	35,000	17,502	21,879
I082030	Reimbursements	Inc	500	250	0
			345,045	172,526	258,574
E082010	Co-ordinator Salary	Exp	(65,000)	(32,502)	(29,669)

COA	Description	Type	Annual Budget	YTD Budget	YTD Actual
E082013	HACC Leave/Wages Liability	Exp	0	0	0
E082015	Home Mtce Salary	Exp	(19,000)	(9,498)	(13,050)
E082020	Respite Salaries	Exp	(600)	(300)	(205)
E082025	Home Help Salaries	Exp	(130,000)	(64,998)	(88,206)
E082030	Superannuation	Exp	(18,000)	(9,000)	(11,507)
E082035	Other Expenses	Exp	(3,000)	(1,630)	(1,752)
E082040	Travelling - Mileage	Exp	(17,000)	(8,502)	(13,786)
E082045	Staff Training	Exp	(1,500)	(800)	(474)
E082050	Staff Training Salaries	Exp	(2,500)	(1,250)	(519)
E082055	Subscriptions	Exp	(4,500)	(3,800)	(2,527)
E082060	Telephone & Postage	Exp	(3,000)	(1,502)	(1,152)
E082065	Advertising & Stationery	Exp	(500)	(224)	(590)
E082070	Insurance	Exp	(6,874)	(6,874)	(4,684)
E082075	Office Accommodation	Exp	(36,000)	(18,000)	(18,000)
E082080	Plant & Equipment Mtce	Exp	(7,000)	(4,502)	(5,245)
E082085	Consumable Supplies	Exp	(4,298)	(2,298)	(4,752)
E082090	Expenditure from Donations	Exp	(4,273)	(2,123)	(1,287)
E082100	Administration Allocated	Exp	(29,466)	(14,736)	(14,736)
E082110	Meals on Wheels Expenditure	Exp	(22,000)	(10,998)	(2,424)
E082120	Loss on Sale of Asset	Exp	(4,800)	(4,800)	0
E082130	HACC Growth Funding Expenditure	Exp	0	0	0
E082190	Depreciation - HACC	Exp	(25,440)	(12,720)	(8,870)
			(404,751)	(211,057)	(223,435)
	<b>Other Welfare</b>				
I083010	Wagin Frail Aged Reimb	Inc	7,340	7,340	9,190
I083040	Other Welfare Income	Inc	0	0	2,505
			7,340	7,340	11,695
E083010	Wagin Frail Aged Exp	Exp	(7,340)	(7,340)	(9,350)
E083020	Comm. Aged Care Expenses	Exp	(39,394)	(19,498)	0
E083050	Other Welfare Exp	Exp	0	0	(1,880)
			(46,734)	(26,838)	(11,230)
	<b>Total Education &amp; Welfare Income</b>		363,444	185,396	274,742
	<b>Total Education &amp; Welfare Expenditure</b>		(474,205)	(250,459)	(244,908)
	<b>Community Amenities</b>				
	<b>Sanitation - Household Refuse</b>				
I101005	Domestic Collection	Inc	241,800	241,800	242,059
I102020	Refuse Site Fees	Inc	18,000	9,000	9,329
			259,800	250,800	251,388
E101005	Domestic Refuse Collection	Exp	(70,000)	(34,998)	(32,489)
E101010	Recycling Pick-Up	Exp	(66,000)	(33,000)	(30,946)
E101015	Refuse Site Mtce	Exp	(134,000)	(67,002)	(63,448)
E101025	Refuse Site Attendant	Exp	0	0	0
			(270,000)	(135,000)	(126,883)
	<b>Sanitation - Other</b>				
I102002	Commercial Collection Charges	Inc	65,000	65,000	63,511
I102005	Reimbursement Drummuster	Inc	4,000	4,000	0
I102010	Charges Bulk Rubbish	Inc	15,500	7,752	7,443
			84,500	76,752	70,954
E102005	Commercial Collection	Exp	(14,000)	(7,002)	(6,475)
E102010	Bulk Rubbish Collection	Exp	(15,500)	(7,752)	(7,685)
E101020	Chemical Drum Disposal Costs	Exp	(5,000)	(4,250)	(832)
E102190	Depreciation - Sanitation	Exp	(12,310)	(6,156)	(6,904)
			(46,810)	(25,160)	(21,896)

COA	Description	Type	Annual Budget	YTD Budget	YTD Actual
<b>Sewerage</b>					
I104005	Septic Tank Fees	Inc	500	252	0
			500	252	0
E104005	Sewerage Treatment Plant	Exp	(500)	(320)	(55)
			(500)	(320)	(55)
<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	3,500	1,752	295
			3,500	1,752	295
E106005	Town Planning Expenses	Exp	(35,000)	(17,502)	(16,516)
E106100	Administration Allocated	Exp	(31,934)	(15,966)	(15,966)
			(66,934)	(33,468)	(32,482)
<b>Other Community Amenities</b>					
I107005	Cemetery Fees	Inc	12,000	6,500	5,832
I107010	Community Bus Income	Inc	4,000	1,998	2,736
I107025	Other Community Amenities Contributions	Inc	8,000	8,000	0
			24,000	16,498	8,568
E107005	Cemetery Mtce	Exp	(27,300)	(13,656)	(13,863)
E107010	Public Convenience Mtce	Exp	(65,700)	(32,856)	(29,300)
E107015	Community Bus Operating	Exp	(2,000)	(1,002)	(2,182)
E107100	Administration Allocated	Exp	(64,620)	(32,310)	(32,310)
E107190	Depreciation - Other Comm Amenities	Exp	(39,520)	(19,758)	(14,271)
			(199,140)	(99,582)	(91,926)
<b>Total Community Amenities Income</b>			372,300	346,054	331,204
<b>Total Community Amenities Expenditure</b>			(583,384)	(293,530)	(273,243)
<b>Recreation &amp; Culture</b>					
<b>Public Halls &amp; Civic Centres</b>					
I111005	Town Hall Hire	Inc	1,200	600	473
I111010	Reimbursements	Inc	100	100	0
I111015	Town Hall Lease -L Piesse	Inc	4,265	2,130	2,128
			5,565	2,830	2,601
E111005	Town Hall Mtce	Exp	(20,700)	(10,356)	(10,421)
E111010	Other Halls Mtce	Exp	(6,200)	(3,102)	(1,140)
E111190	Depreciation - Public Halls	Exp	(55,610)	(27,804)	(27,751)
			(82,510)	(41,262)	(39,312)
<b>Swimming Pool</b>					
I112010	Swimming Pool Admission	Inc	35,000	22,000	20,265
I112015	Swimming Pool Miscellaneous Income	Inc	105	105	0
I112020	Reimbursements	Inc	600	300	0
I112025	CSRFF Grant - Swim Pool Stage 2	Inc	20,000	0	10,600
			55,705	22,405	30,865
E112005	Pool Staff Salary	Exp	(65,000)	(25,000)	(30,428)
E112008	Pool Leave/Wages Liability	exp	0	0	0
E112010	Superannuation	Exp	(6,000)	(2,050)	(1,512)
E112015	Swimming Pool Maintenance	Exp	(104,500)	(50,754)	(45,591)
E112020	Swimming Pool Other Expenses	Exp	(4,000)	(2,900)	(2,051)

COA	Description	Type	Annual Budget	YTD Budget	YTD Actual
E112190	Depreciation - Swimming Pools	Exp	(185,400)	(92,700)	(92,697)
			(364,900)	(173,404)	(172,279)
	<b>Other Recreation &amp; Sport</b>				
I113005	Sportsground Rental	Inc	7,820	2,500	2,455
I113015	Power Reimbursements	Inc	6,000	1,600	551
I113020	Recreation Centre Hire	Inc	10,000	3,600	2,587
I113025	Reimbursements Other	Inc	500	400	3,171
I113030	Rec Centre Equipment Contributions	Inc	1,800	0	0
I113035	Sporting Club Leases	Inc	50	50	50
I113040	Other Recreation & Sport Contributions	Inc	28,200	0	0
I113055	Eric Farrow Pavillion Hire	Inc	2,000	1,002	1,652
I113065	Community Gym Membership	Inc	11,200	6,200	5,887
			67,570	15,352	16,353
E113005	Sportsground Mtce	Exp	(103,250)	(51,624)	(43,417)
E113010	Sportsground Building Mtce	Exp	(23,100)	(11,556)	(13,559)
E113015	Wetlands Park Mtce	Exp	(59,700)	(29,856)	(35,742)
E113020	Parks & Gardens Mtce	Exp	(56,300)	(28,158)	(28,528)
E113025	Puntapin Rock Mtce	Exp	(2,600)	(1,302)	(464)
E113030	Recreation Centre Mtce	Exp	(49,700)	(24,846)	(28,355)
E113035	Rec Staff Salaries	Exp	(22,000)	(11,800)	(7,806)
E113038	Rec Staff Leave/Wages Liability	Exp	0	0	0
E113040	Superannuation	Exp	(2,200)	(1,098)	(2,929)
E113045	Other Expenses	Exp	(1,500)	(700)	(877)
E113050	Norring Lake Mtce	Exp	(3,100)	(1,609)	(1,352)
E113065	Eric Farrow Pavilion Mtce	Exp	(22,800)	(11,400)	(14,949)
E113070	Rec Centre Sports Equipment	Exp	(2,000)	(1,000)	0
E113095	Community Gym Expenditure	Exp	(5,700)	(3,852)	(3,554)
E113100	Administration Allocated	Exp	(99,515)	(49,758)	(49,758)
E113190	Depreciation - Other Rec & Sport	Exp	(233,950)	(116,976)	(115,605)
			(687,415)	(345,535)	(346,895)
	<b>Library</b>				
I115005	Lost Books	Inc	50	25	0
I115010	Reimbursements	Inc	100	50	0
			150	75	0
E115005	Library Staff Salaries	Exp	(48,000)	(24,000)	(25,212)
E115008	Library Leave/Wages Liability	Exp	0	0	0
E115015	Library Building Mtce	Exp	(7,730)	(3,870)	(5,109)
E115020	Library Other Expenses	Exp	(11,410)	(6,870)	(1,810)
E115190	Depreciation - Libraries	Exp	(1,550)	(774)	(706)
			(68,690)	(35,514)	(32,837)
	<b>Other Culture</b>				
I116035	Long Table Experience Income	Inc	0	0	0
I119015	Contribution to Woolorama	Inc	1,000	0	0
I119020	Reimbursements	Inc	35,100	35,100	50,000
I119030	Community Events Income	Inc	3,450	3,450	527
I119031	Other Culture Grant Funds	Inc	9,705	9,705	10,001
			49,255	48,255	60,528
E116005	Subsidy Woolorama Committee	Exp	(500)	(500)	(500)
E116010	Woolorama Costs & Maintenance	Exp	(60,450)	(30,222)	(3,932)
E116015	Community Centre Mtce	Exp	(10,100)	(5,052)	(3,491)
E116020	Historical Village	Exp	(2,900)	(1,452)	(1,536)
E116035	Long Table Experience Expenditure	Exp	0	0	0
E116045	Community Development Events	Exp	(26,155)	(21,524)	(19,276)
E116046	Community Development Equipment Maintenance	Exp	(500)	(500)	(181)
E116055	Other Culture Grant Funds Exp	Exp	0	0	0

COA	Description	Type	Annual Budget	YTD Budget	YTD Actual
E116190	Depreciation - Other Culture	Exp	(3,300)	(1,650)	(1,660)
			(103,905)	(60,900)	(30,576)
	<b>Total Recreation &amp; Culture Income</b>		178,245	88,917	110,348
	<b>Total Recreation &amp; Culture Expenditure</b>		(1,307,420)	(656,615)	(621,896)
<b>Transport</b>					
<b>Streets Roads Bridges &amp; Depot Construction</b>					
I121005	Direct Road Grants	Inc	118,788	118,788	118,788
I121010	Road Project Grants	Inc	307,605	246,084	123,042
I121015	Roads to Recovery Grant	Inc	312,145	170,000	116,436
I121020	Reimbursements	Inc	1,000	500	23
I121025	Contribution - St Lighting	Inc	3,435	0	0
I121070	Main Roads Bridge Grant	Inc	422,322	0	50,000
I147125	Storm Damage Reimbursements	Inc	0	0	0
			1,165,295	535,372	408,289
<b>Streets Roads Bridges &amp; Depot Maintenance</b>					
I122055	Diesel Fuel Rebate Income	Inc	45,000	22,500	22,073
			45,000	22,500	22,073
E122005	Road Maintenance	Exp	(125,000)	(62,502)	(60,156)
E122006	Maintenance Grading	Exp	(175,000)	(87,504)	(125,553)
E122007	Rural Tree Pruning	Exp	(100,000)	(90,006)	(92,169)
E122008	Rural Spraying	Exp	(15,000)	(11,250)	(10,740)
E122009	Town Site Spraying	Exp	(30,000)	(16,998)	(11,361)
E122010	Depot Mtce	Exp	(23,000)	(11,502)	(10,805)
E122011	Town Reserve & Verg Mtce	Exp	(2,000)	(1,600)	(995)
E122012	Bridge & Drainage Mtce	Exp	(22,500)	(11,250)	(10,801)
E122015	Rural Numbering	Exp	(100)	(50)	0
E122020	Footpath Mtce	Exp	(5,000)	(2,200)	0
E122025	Street Cleaning	Exp	(42,000)	(21,000)	(15,556)
E122030	Street Trees	Exp	(55,000)	(33,990)	(60,084)
E122035	Traffic & Street Signs Mtce	Exp	(4,000)	(1,998)	(2,051)
E122045	Townscape	Exp	(20,000)	(10,656)	(4,271)
E122050	Crossovers	Exp	(500)	(500)	0
E122055	RoMan Data Collection	Exp	(6,000)	(3,000)	(6,087)
E122060	Street Lighting	Exp	(68,000)	(34,002)	(32,075)
E122090	Graffiti Removal	Exp	(1,000)	(575)	0
E122100	Administration Allocated	Exp	(49,203)	(24,600)	(24,600)
E122190	Depreciation - Roads	Exp	(1,703,750)	(851,874)	(883,751)
E147120	Storm Damage - Not Claimable	Exp	0	0	0
			(2,447,053)	(1,277,057)	(1,351,055)
<b>Road Plant Purchases</b>					
I122100	Profit on Sale of Asset	Inc	3,000	3,000	0
			3,000	3,000	0
E123010	Loss on Sale of Asset	Exp	(1,000)	(1,000)	0
			(1,000)	(1,000)	0
<b>Aerodrome</b>					
I126015	Aerodrome Reimbursements	Inc	9,985	9,985	0
I126020	Aerodrome Hangar Lease	Inc	8,310	4,155	3,591
			18,295	14,140	3,591
E126005	Aerodrome Maintenance	Exp	(9,400)	(4,698)	(6,031)
E126190	Depreciation - Aerodromes	Exp	(35,570)	(17,784)	(18,089)
			(44,970)	(22,482)	(24,120)
	<b>Total Transport Income</b>		1,231,590	575,012	433,952

COA	Description	Type	Annual Budget	YTD Budget	YTD Actual
<b>Total Transport Expenditure</b>			(2,493,023)	(1,300,539)	<b>(1,375,175)</b>
<b>Economic Services</b>					
<b>Rural Services</b>					
I131020	Landcare Reimbursements	Inc	700	348	<b>36,147</b>
			700	348	<b>36,147</b>
E131020	Landcare	Exp	(25,700)	(25,348)	<b>(61,272)</b>
E131030	Rural Towns Program	Exp	(20,000)	(10,174)	<b>(8,491)</b>
E131100	Administration Allocated	Exp	(15,827)	(7,914)	<b>(7,914)</b>
E131140	Water Management Plan / Harvesting	Exp	(5,000)	(2,528)	<b>(3,594)</b>
E131190	Depreciation - Rural Services	Exp	(1,030)	(516)	<b>0</b>
			(67,557)	(46,480)	<b>(81,271)</b>
<b>Tourism &amp; Area Promotion</b>					
I132005	Caravan Park Fees	Inc	80,000	39,000	<b>32,048</b>
I132010	Reimbursements	Inc	1,000	400	<b>184</b>
I132015	RV Area Fees	Inc	8,000	4,300	<b>3,470</b>
I132035	Tourism Income	Inc	0	0	<b>0</b>
			89,000	43,700	<b>35,702</b>
E132015	Caravan Park Manager Salary	Exp	(25,000)	(12,498)	<b>(14,039)</b>
E132020	Caravan Park Mtce	Exp	(52,000)	(26,016)	<b>(22,238)</b>
E132010	Wagin Tourism Committee	Exp	0	0	<b>(118)</b>
E132025	Subsidy Historic Village	Exp	(8,460)	(8,460)	<b>(8,460)</b>
E132035	RV Area Maintenance	Exp	(5,000)	(2,502)	<b>(2,874)</b>
E132040	Tourism Promotion & Subscripts	Exp	(15,000)	(6,400)	<b>(5,998)</b>
E132050	Administration Allocated	Exp	(60,177)	(30,090)	<b>(30,090)</b>
E132190	Depreciation - Tourism	Exp	(10,860)	(5,430)	<b>(5,283)</b>
			(176,497)	(91,396)	<b>(89,100)</b>
<b>Building Control</b>					
I133005	Building Licenses	Inc	5,000	2,502	<b>2,637</b>
			5,000	2,502	<b>2,637</b>
<b>Other Economic Services</b>					
I134005	Water Sales	Inc	20,000	10,002	<b>761</b>
			20,000	10,002	<b>761</b>
E134005	Water Supply - Standpipes	Exp	(25,000)	(12,498)	<b>(10,515)</b>
E134190	Depreciation - Other Economic Services	Exp	0	0	<b>0</b>
			(25,000)	(12,498)	<b>(10,515)</b>
<b>Total Economic Services Income</b>			114,700	56,552	<b>75,246</b>
<b>Total Economic Services Expenditure</b>			(269,054)	(150,374)	<b>(180,887)</b>
<b>Other Property &amp; Services</b>					
<b>Private Works</b>					
I141005	Private Works Income	Inc	20,000	10,002	<b>6,415</b>
			20,000	10,002	<b>6,415</b>
E141005	Private Works	Exp	(10,000)	(4,998)	<b>(3,424)</b>
E141100	Administration Allocated	Exp	(5,636)	(2,820)	<b>(2,820)</b>
			(15,636)	(7,818)	<b>(6,244)</b>
<b>Public Works Overheads</b>					
I143020	Reimbursements	Inc	617	217	<b>2,715</b>
			617	217	<b>2,715</b>

COA	Description	Type	Annual Budget	YTD Budget	YTD Actual
E143005	Engineering Salaries	Exp	(92,500)	(46,248)	(46,771)
E143007	Engineering Administration Salaries	Exp	(45,000)	(22,500)	(30,011)
E143008	Works Leave/Wages Liability	Exp	0	0	0
E143009	Housing Allowance Works	Exp	(16,390)	(13,390)	(13,390)
E143015	CEO's Salary Allocation	Exp	(55,309)	(27,654)	(32,832)
E143020	Engineering Superannuation	Exp	(93,551)	(46,776)	(47,086)
E143025	Engineering - Other Expenses	Exp	(5,000)	(3,100)	(1,790)
E143030	Sick Holiday & Allowances Pay	Exp	(180,000)	(92,000)	(62,300)
E143045	Insurance on Works	Exp	(32,298)	(32,298)	(32,298)
E143050	Protective Clothing	Exp	(8,000)	(5,800)	(3,005)
E143055	Fringe Benefits	Exp	(1,000)	0	0
E143060	CEO's Vehicle Allocation	Exp	(1,000)	(498)	(356)
E143065	MOW - Vehicle Expenses	Exp	(7,000)	(3,754)	(2,759)
E143075	Telephone Expenses	Exp	(1,500)	(750)	(836)
E143080	Staff Licences	Exp	(500)	(200)	(132)
E143085	Safety Equipment & Meetings	Exp	(4,000)	(2,150)	(767)
E143090	Conferences & Courses	Exp	(1,500)	(1,500)	0
E143095	Staff Training	Exp	(16,000)	(7,502)	(13,077)
E143105	Administration Allocated	Exp	(943)	(474)	(474)
E143200	LESS PWOH ALLOCATED	Exp	561,491	280,752	253,178
			0	(25,842)	(34,706)
<b>Plant Operation Costs</b>					
I144005	Sale of Scrap	Inc	1,500	800	182
I144010	Reimbursements	Inc	8,000	4,000	2,701
			9,500	4,800	2,883
E144010	Fuel & Oils	Exp	(140,000)	(70,002)	(74,422)
E144020	Tyres & Tubes	Exp	(20,000)	(10,002)	(5,651)
E144030	Parts & Repairs	Exp	(50,000)	(25,002)	(26,847)
E144040	Plant Repair - Wages	Exp	(40,000)	(19,998)	(19,565)
E144050	Insurance and Licences	Exp	(30,000)	(29,500)	(28,606)
E144060	Expendable Tools-Consumables only	Exp	(10,000)	(6,000)	(6,555)
E144075	Minor Plant & Equipment <\$3000	Exp	(8,000)	(4,500)	(772)
E144065	MV Insurance Claim Expenses	Exp	(1,000)	(1,000)	0
E144200	LESS POC ALLOCATED-PROJECTS	Exp	299,000	149,508	136,111
			0	(16,496)	(26,307)
<b>Salaries &amp; Wages</b>					
E146010	Gross Salaries, Allowances & Super	Exp	(2,250,000)	(1,125,000)	(1,187,072)
E146200	Less Sal , Allow, Super Allocated	Exp	2,250,000	1,125,006	1,187,386
			0	6	314
<b>Unclassified</b>					
I147005	Commission - Vehicle Licensing	Inc	46,000	22,998	21,792
I147035	Banking errors	Inc	0	0	1,773
I147050	Council Staff Housing Rental	Inc	20,280	10,140	6,300
I147065	Insurance Reimbursement	Inc	5,000	2,500	0
I147070	Council Housing Reimbursements	Inc	3,000	1,000	4,793
I147120	Charge on Private use of Shire Vehicle	Inc	4,680	2,340	2,340
I147121	Reimbursement - Community Requests	Inc	0	0	0
			78,960	38,978	36,998
E147015	Community Requests & Events - CEO Allocation	Exp	(6,000)	(2,850)	(1,657)
E147035	Banking Errors	Exp	0	0	(196)
E147050	Council Housing Maintenance	Exp	(72,350)	(32,264)	(40,831)
E147055	Consultants	Exp	(58,000)	(58,000)	(35,985)
E147070	4WD Resource Sharing Group	Exp	(2,500)	(1,350)	0
E147090	Building Maintenance	Exp	(8,000)	(3,900)	(1,449)
E147100	Administration Allocated	Exp	(160,858)	(80,430)	(80,430)

COA	Description	Type	Annual Budget	YTD Budget	YTD Actual
E147115	Occupational Health & Safety (OHS)	Exp	(4,000)	(2,700)	(90)
E147130	Depreciation - Unclassified	Exp	(31,230)	(15,618)	(15,660)
E147150	Community Requests Budget	Exp	(29,000)	(10,500)	(3,475)
E147151	Community Donations/Sponsorship	Exp	(3,500)	(3,500)	(2,000)
			(375,438)	(211,112)	(181,773)
<b>Total Other Property &amp; Services Income</b>			109,077	53,997	49,011
<b>Total Other Property &amp; Services Expenditure</b>			(391,074)	(261,262)	(248,713)
<b>Total Income</b>			<b>5,835,905</b>	<b>4,271,877</b>	<b>4,261,804</b>
<b>Total Expenditure</b>			<b>(6,853,024)</b>	<b>(3,717,191)</b>	<b>(3,654,339)</b>
<b>Net Deficit (Surplus)</b>			<b>(1,017,119)</b>	<b>554,686</b>	<b>607,465</b>

**SHIRE OF WAGIN**  
**STATEMENT OF PAYMENTS**  
**FOR THE PERIOD ENDED 31 DECEMBER 2019**

Cheque	Date	Name	Description	Amount
<b>Municipal Account List of Payments</b>				
<b>EFT Payments</b>				
EFT9013		See Trust Account List of Payments		
EFT9014		See Trust Account List of Payments		
EFT9015		See Trust Account List of Payments		
EFT9016		See Trust Account List of Payments		
EFT9017		See Trust Account List of Payments		
EFT9018		See Trust Account List of Payments		
EFT9019	04/12/2019	Steel City	Stainless Steel Splashback including Freight - Recreation Centre	(368.50)
EFT9020	06/12/2019	AAA Asphalt Surfaces	2x 1 Tonne Bulka Bags of Coldmix	(869.00)
EFT9021	06/12/2019	AMPAC Debt Recovery	Commissions and Costs for the Month of November 2019	(363.00)
EFT9022	06/12/2019	Afgr Equipment Australia Pty Ltd	Wiring Harness, Quadrant & Link, Grip, Bushing & Ball Stud - John Deere Tractor (P20), Carrier, Self Tapping Screws, Bolt & Washers - Small Plant (P30), Flat Belt - John Deere Mower (P22)	(273.34)
EFT9023	06/12/2019	AI Antz Electrical	Repairs to Chlorinator - Swimming Pool, Repairs to Pool System & Extension Cord - Swimming Pool, Repair of Lighting above Counter - Administration Office, Supply & Install Daylight Sensor for Security Light & Exterior Lights - Swimming Pool	(1,447.00)
EFT9024	06/12/2019	Albany City Motors	Purchase of 2019 Isuzu FVZ 260-300 MWB with: 6 Speed Allison Automatic Transmission, Two Way Tipping Body without: EQ-Hit Fleet Seek IT Workshop and Parts Manual. Trade in 2006 Isuzu FVZ275 Medium Two Wav Tinner Hardware Supplies	(157,854.32)
EFT9025	06/12/2019	Alexander Galt And Co Pty Ltd	Hardware Supplies	(1,337.14)
EFT9026	06/12/2019	Australia Post	Postage - November 2019	(338.47)
EFT9027	06/12/2019	Beaupaires	Repair Tyre - Bobcat (P39)	(36.16)
EFT9028	06/12/2019	Benara Nurseries	Plants - 32 Ballagin Street	(463.10)
EFT9029	06/12/2019	Best Office Systems	1x Toner - Licensing Printer, Rectify Fault on MPC4504 Printer	(253.00)
EFT9030	06/12/2019	Bitutek Pty Ltd	Two Coat Emulsion - Sirdar Street	(16,012.04)
EFT9031	06/12/2019	Boc Gases	R020D2 Oxygen, R020G Oxygen, R040G Dissolved Acetylene, R065E2 Argoshield, Container Service Charge 29/10/2019 - 27/11/2019	(59.57)
EFT9032	06/12/2019	Butler Settineri	Fee in relation to the Grant Acquittal Audit of Roads to Recovery for the period end 30 June 2019	(880.00)
EFT9033	06/12/2019	Callum Ballantyne	Reimbursement for Training Course CPC60115 - Advanced Diploma of Building Surveying	(750.00)
EFT9034	06/12/2019	Chefmaster Australia	2x Cartons of 80L Bin Liners - Street Bins	(251.70)
EFT9035	06/12/2019	Contrast Creative	Video Production - Capture Video of various locations in Wagin	(1,100.00)
EFT9036	06/12/2019	Cybervale Pty Ltd	12 Days of Christmas Promotion - Christmas Advertising	(250.00)
EFT9037	06/12/2019	Department Of Fire & Emergency Services	2019/2020 ESL Quarter 2	(34,111.22)
EFT9038	06/12/2019	Development Cartographics	30x Wagin Fire Maps including delivery	(280.88)
EFT9039	06/12/2019	E.P. Draffin Manufacturing Pty Ltd	4x 1750mm Aluminium Bench Seats, 2x 3000mm Aluminium Bench Seats including freight - Cemetery Shelter	(2,686.20)
EFT9040	06/12/2019	Express Print	4000x Window Face DL Envelopes Printed With The Shire Of Wagin Logo and Postage Paid	(313.50)
EFT9041	06/12/2019	Fire & Safety WA	1x XS Coat 1x XS Pants - Bushfire Uniforms	(304.70)
EFT9042	06/12/2019	GA Franz	Final Payment - Supply Materials and Labour to Build Brick Walls to 1.8m, Lay Brick Paving Inside Limestone Wall & Coat Water Based Sealer to Brick Paving - Wagin Cemetery Undercover Area	(18,950.00)
EFT9043	06/12/2019	Godfreys Albany	Vacuum Floor Tool - Administration Office	(30.00)
EFT9044	06/12/2019	Great Southern Fuel Supply	Unleaded Fuel for Darkan HACC Vehicle - November 2019	(77.00)
EFT9045	06/12/2019	Great Southern Waste Disposal	Management of Facility & Refuse Collection - November 2019	(22,369.73)
EFT9046	06/12/2019	Hammersley Refrigeration	Supply and Install 1 Reverse Cycle 7.6kw Daikin Split System Aircon Unit - 2 Ballagin Street	(3,404.50)
EFT9047	06/12/2019	IGA X-press	Refreshments for Fire, Office Supplies, Newspapers & Milk	(161.70)
EFT9048	06/12/2019	Komatsu Australia Pty Ltd	Filter, O-Ring & Powertrain Oil - Komatsu Grader (P10)	(494.26)
EFT9049	06/12/2019	Larina Piesse Barrister & Solicitor	Professional Fees - 16 Traverse Street Wagin	(374.00)
EFT9050	06/12/2019	Liberty Oil Australia Pty Ltd	5000L Diesel, 2000L Unleaded	(9,549.30)
EFT9051	06/12/2019	Metal Artwork Creations	50x Metal Lapel Pins With Butterfly Clasp And Spur Nail. Shire Of Wagin - Home Of The Giant Ram, Brushed Gold Plaque - Gift for Ron Walker	(355.30)
EFT9052	06/12/2019	Metro Count	Supplies for Road Counters	(572.00)
EFT9053	06/12/2019	Narrogin Glass	Tint Windows - West Side of Administration Office & Community Gym	(1,646.31)
EFT9054	06/12/2019	Narrogin Outdoor Solutions	40x 500x250x90 Limestone Blocks - 32 Ballagin Street	(356.40)
EFT9055	06/12/2019	Narrogin Technology Solutions	Asus X509FJ 15.6" FHD Widescreen Home/Office Notebook - SES	(1,399.00)
EFT9056	06/12/2019	Narrogin Upholstery	Repairs to Shade Sails - Swimming Pool	(1,200.00)
EFT9057	06/12/2019	Palace Hotel	Carton of Greater Northern - Works Depot	(55.99)
EFT9058	06/12/2019	Peter Webster	Reimbursement of Sprinkler - Caravan Park	(32.90)
EFT9059	06/12/2019	Quick Corporate	November Stationary Order	(395.69)
EFT9060	06/12/2019	Ray Ford Signs	4x 'Do Not Enter' Signs - Works Depot, Sticker - RV Sign	(331.21)
EFT9061	06/12/2019	Shenton Pumps	Honda Pump - Street Tree Watering	(765.00)
EFT9062	06/12/2019	Shire of Koorda	Wheatbelt Secondary Freight Network Co-Contribution to Stage 1 Priority Works	(6,600.00)
EFT9063	06/12/2019	Shire of Narrogin	2019/2020 Contribution to CATS Vehicle	(2,000.00)
EFT9064	06/12/2019	TEN47 Plumbing	Disconnection of Water and Blocking of Sewers - 16 Traverse Street	(478.50)
EFT9065	06/12/2019	The Australian Local Government Job Directory	CEO Recruitment 1 Full Page Advertisement in the Australian Local Government Job Directory Issue 26, 16th September 2019	(907.50)

EFT9066	06/12/2019 The West Australian	Request For Tender No 3 - Removal Of Bridge & Culvert Construction Ballaying Bridge to be Advertised in the Narrogin Observer 21 of November 2019 Edition.	(268.80)
EFT9067	06/12/2019 Toll Express	Delivery Charges	(179.58)
EFT9068	06/12/2019 Toner Plus	2x 140 Epson Ink Value Packs - CEO's Computer	(236.10)
EFT9069	06/12/2019 Trevor Brandy	Reimbursement of Supplies to Make Flywire - 14 Gordon Street	(35.70)
EFT9070	06/12/2019 Trility	Pulsar Solenoid - Swimming Pool	(644.89)
EFT9071	06/12/2019 WA Contract Ranger Services Pty Ltd	Ranger Services 12/11/2019 & 18/11/2019	(935.00)
EFT9072	06/12/2019 WA Country Health Service - Wheatbelt	Main Meals and Sweets Supplied October 2019	(762.30)
EFT9073	06/12/2019 Wagin Lions Club	Alcohol from Flaming Galahs Performance, Cakes for Seniors Lunch	(619.53)
EFT9074	06/12/2019 Wagin Meats	Meat - HACC Centre Based Day Care	(40.40)
EFT9075	06/12/2019 Wagin Mower Repairs	Make Frame & Repair Electrics for Mosquito Sprayer, 2x Blade Kits & Primer Bulb - Small Plant, Chain & 4L Small Engine Oil - Small Plant	(660.49)
EFT9076	06/12/2019 Wagin Panel & Paint	Repair Chip in Windscreen - Community Bus (P07)	(71.50)
EFT9077	06/12/2019 Wagin Plumbing	Supply and Install 50L Electric Hot Water System - 2 Ballagin Street Residence, Replacement of Leaking/Corroded Electric Instant Hot Water System - Dental Surzev	(2,737.90)
EFT9078	06/12/2019 Wagin Truck Centre	On/Off Toggle Switch - Old Loader (P09), Repair Air Con - Komatsu Grader (P10)	(895.30)
EFT9079	06/12/2019 Wallis Computer Solutions	Annual Billing 2019/2020 Agreement: IT'S GOLD, Agreement Fusion - Admin Office - November 2019, NBN - Admin Office, Library & Rec Centre - November 2019	(27,224.95)
EFT9080	06/12/2019 Wardy's Pest Management	Spray Exterior of Property for Pests - 2 Ballagin Street, 32 Ballagin Street, 5 Arnott Street, 68 Khedive Street, 5 Marks Court & 5 Omdurman Street	(1,474.00)
EFT9081	See Trust Account List of Payments		
EFT9082	See Trust Account List of Payments		
EFT9083	See Trust Account List of Payments		
EFT9084	See Trust Account List of Payments		
EFT9085	See Trust Account List of Payments		
EFT9086	12/12/2019 Australian Services Union	Payroll deductions	(25.90)
EFT9087	12/12/2019 Shire Of Wagin Payroll Creditors	Payroll deductions	(180.00)
EFT9088	12/12/2019 Wagin Woodanilling Landcare Zone	Payroll deductions	(42.00)
EFT9089	19/12/2019 A G Brookes Excavations	Roadside Mulching - 5.5km on Jenz Road, 2.45km on Rowells Road, 2.6km on Wagin Wickpepin Road, 2.07km on Angwins Road	(30,540.40)
EFT9090	19/12/2019 AMPAC Debt Recovery	Commissions and Costs for the Month of December 2019	(99.00)
EFT9091	19/12/2019 Al Antz Electrical	Repair RCD - 32 Ballagin Street	(151.91)
EFT9092	19/12/2019 Alexander Galt And Co Pty Ltd	Hardware Supplies	(765.05)
EFT9093	19/12/2019 Beaurepaires	Balance & Rotate Tyres - Community Bus (P07)	(71.98)
EFT9094	19/12/2019 Best Office Systems	Photocopier Charges MP.C4504 20/11/2019 - 20/12/2019	(1,264.48)
EFT9095	19/12/2019 Brenton James Norrie	Install 2x New Flu Kits for Rangehoods - Recreation Centre Kitchen	(225.00)
EFT9096	19/12/2019 Bryan Leslie Kilpatrick	Members Sitting Fees & Communication Allowance	(1,750.00)
EFT9097	19/12/2019 Callum Ballantyne	Reimbursement for Uniform - Black Suit Pants	(400.00)
EFT9098	19/12/2019 Catherine Painter	Reimbursement for Accommodation & Meals - Staff Training November 2019 Moore Stephens "Nuts & Bolts"	(150.00)
EFT9099	19/12/2019 Command A Com	Shire Administration Office, Works Depot, Rec Centre & Library - Phone and Fax Service	(269.94)
EFT9100	19/12/2019 Cr Phillip Blight	Members Sitting Fees, Communication Allowance & Presidents Allowance	(4,750.00)
EFT9101	19/12/2019 Express Print	500x Business Cards for Wagin Homecare - Kim Nottle Manager	(176.00)
EFT9102	19/12/2019 Exurban	Town Planning Consulting Services - November 2019	(2,365.14)
EFT9103	19/12/2019 Gregory Robert Ball	Member Sitting Fees, Communication Allowance, Deputy Presidents Allowance & Travel Expenses	(1,926.90)
EFT9104	19/12/2019 JR & A Hersey Pty Ltd	100x Out of Service Tags, 100x Caution Tags, 100x Info Tags, Gloves, Hard Hat with Muffs & Shield - Works Depot	(446.05)
EFT9105	19/12/2019 Liberty Oil Australia Pty Ltd	5000L Diesel	(6,878.50)
EFT9106	19/12/2019 Mad Cow Entertainment Company of WA	Bucking Mad Cow & Jungle Theme Obstacle Course - Christmas Street Carnival	(1,495.00)
EFT9107	19/12/2019 Mango's Cafe	Catering for Seniors Lunch	(380.00)
EFT9108	19/12/2019 Marleys Diesel & Ag	200L 15w40 Oil - Works Depot, Rectify Oil Leak & Air Con Problem - Cat Backhoe (P47)	(1,576.90)
EFT9109	19/12/2019 NNT Uniforms	Uniform Order - Kirsty Simkins	(199.00)
EFT9110	19/12/2019 Narrogin Toyota	Drivers Side Mirror - Toyota Hilux (P24)	(97.79)
EFT9111	19/12/2019 Peerless Jal Pty Ltd	Courts Cleaner Pad - Recreation Centre	(59.20)
EFT9112	19/12/2019 Peter Webster	Payment for Big Green Esky	(50.00)
EFT9113	19/12/2019 Quick Corporate	December Stationary Order	(331.16)
EFT9114	19/12/2019 R Munns Engineering Consulting Services	Draft a CAD Plan of the Carpark in the Vacant Space behind the Community Centre Building off Usil Lane	(580.80)
EFT9115	19/12/2019 Radrock Adventures	Climbing Wall & Dual Bungee Trampolines - Christmas Street Carnival	(2,035.00)
EFT9116	19/12/2019 Sherryl Maree Chilcott	Member Sitting Fees & Communication Allowance	(1,000.00)
EFT9117	19/12/2019 Toll Express	Delivery Charges	(94.66)
EFT9118	19/12/2019 Trevor Brandy	EHO Utility & Communication Allowance - December 2019	(250.00)
EFT9119	19/12/2019 Undercover SW	Laser Tag - Christmas Street Carnival	(1,100.00)
EFT9120	19/12/2019 Unlimited Maintenance	Deposit for Interior Painting (Walls, Doorframes and Doors) to the Wagin Medical Centre, including Dentist & Infant Health	(2,100.00)
EFT9121	19/12/2019 Visual Effects	5x Loyal Service Awards 2019 Staff Christmas Party, Framed 9x Old Time Photos in Appreciation of Ron Walker	(1,018.00)
EFT9122	19/12/2019 WA Contract Ranger Services Pty Ltd	Ranger Services 26/11/2019 & 2/12/2019	(935.00)
EFT9123	19/12/2019 WA Country Health Service - Wheatbelt	Main Meals and Sweets Supplied November 2019	(713.90)
EFT9124	19/12/2019 WA Reticulation Supplies	Sprinklers - Swimming Pool & Wetlands Park, 4 Station Retic Timer - Khedive Street Residence, Reticulation Parts - Sportsground Oval	(1,001.42)

EFT9125	19/12/2019	Wagin Aero Club	Agreed payment under MOU - Shire of Wagin & Wagin Aero Club	(3,121.20)
EFT9126	19/12/2019	Wagin Community Resource Centre	Advertising of Local Government Election Results Extra Ordinary Election 17 January 2020 Full Page in the Wagin Wool Press 19 December 2019 Edition	(45.00)
EFT9127	19/12/2019	Wagin District Farmers Co-operative	Catering & Cleaning Supplies - November 2019, HACC Supplies - November 2019	(727.69)
EFT9128	19/12/2019	Wagin Earthmoving	Clear Green Waste - Refuse Site	(1,870.00)
EFT9129	19/12/2019	Wagin Gas Electrics	Put up Christmas Lights on Tudhoe Street	(396.00)
EFT9130	19/12/2019	Wagin Mechanical Repairs	Service - Doctors Vehicle (P05)	(367.30)
EFT9131	19/12/2019	Wagin Truck Centre	7 Pin Trailer Plug - Box Trailer (P32), Switch, Anderson Plug, Dust Cover & Mount - Kubota RTV (P52)	(70.95)
EFT9132		See Trust Account List of Payments		
EFT9133		See Trust Account List of Payments		
EFT9134	24/12/2019	Australian Services Union	Payroll deductions	(25.90)
EFT9135	24/12/2019	Shire Of Wagin Payroll Creditors	Payroll deductions	(180.00)
EFT9136	24/12/2019	Wagin Woodanilling Landcare Zone	Payroll deductions	(42.00)
<b>EFT Payments Total</b>				<b>(404,237.69)</b>
<b>Cheque Payments</b>				
5265	06/12/2019	Shire Of Wagin	HACC Petty Cash	(152.50)
5266	06/12/2019	Synergy	Electricity Usage	(7,347.83)
5267	06/12/2019	Water Corporation	Various Shire Water Bills October - November 2019	(645.61)
5268	18/12/2019	AR & PJ Edmonds	Rates refund for assessment A111 7A TRIMDON ST WAGIN WA 6315	(207.75)
5269	19/12/2019	Geoffrey Kenneth Benjamin West	Members Sitting Fees & Communication Allowance	(1,812.50)
5270	19/12/2019	Jason Paul Reed	Members Sitting Fees & Communication Allowance	(750.00)
5271	19/12/2019	Synergy	Electricity Usage	(15,348.26)
5272	19/12/2019	Telstra	Admin Office Phones, Faxes and Staff Mobiles - November 2019	(1,487.21)
5273	19/12/2019	Wade Joseph Longmuir	Members Sitting Fees & Communication Allowance	(625.00)
5274	19/12/2019	Gerald Austin Piesse	Rates refund for assessment A2307 401 TILLELLAN ROAD WAGIN WA 6315	(2,511.94)
5275	19/12/2019	WE & TW Piesse	Rates refund for assessment A2309 LOT 1734 WARNOCKS ROAD WAGIN 6315	(287.47)
				<b>(31,176.07)</b>
<b>Direct Debit Payments</b>				
DD3687.23	02/12/2019	Department Of Transport	Daily Licensing Takings 28/11/2019	(1,066.55)
DD3719.19	02/12/2019	Western Australian Treasury Corporation	Loan Repayment 141 December 2019	(11,672.13)
DD3687.24	03/12/2019	Department Of Transport	Daily Licensing Takings 29/11/2019	(6,290.50)
DD3719.1	04/12/2019	Department Of Transport	Daily Licensing Takings 02/12/2019	(3,751.90)
DD3719.11	05/12/2019	Department Of Transport	Daily Licensing Takings 03/12/2019	(15,430.55)
DD3719.16	06/12/2019	Department Of Transport	Daily Licensing Takings 04/12/2019	(2,502.90)
DD3719.17	06/12/2019	Sheriff's Office Perth	B25226 Tamihana Coleman lodgement fee for registering 1 unpaid infringement	(70.00)
DD3719.18	09/12/2019	Department Of Transport	Daily Licensing Takings 05/12/2019	(2,953.65)
DD3719.20	10/12/2019	Department Of Transport	Daily Licensing Takings 06/12/2019	(2,624.25)
DD3719.21	11/12/2019	Department Of Transport	Daily Licensing Takings 09/12/2019	(8,194.75)
DD3700.1	12/12/2019	Walgspl	Payroll deductions	(4,840.69)
DD3700.10	12/12/2019	BT Panorama	Superannuation contributions	(403.61)
DD3700.11	12/12/2019	Hostplus	Superannuation contributions	(376.85)
DD3700.12	12/12/2019	Mlc Superannuation	Superannuation contributions	(329.60)
DD3700.13	12/12/2019	North Personal Superannuation	Superannuation contributions	(227.34)
DD3700.14	12/12/2019	Sunsuper	Superannuation contributions	(51.93)
DD3700.2	12/12/2019	CBUS Superannuation	Superannuation contributions	(177.78)
DD3700.3	12/12/2019	Prime Super	Superannuation contributions	(276.54)
DD3700.4	12/12/2019	Bt Super	Payroll deductions	(670.60)
DD3700.5	12/12/2019	Macquarie Super	Superannuation contributions	(239.67)
DD3700.6	12/12/2019	Oneanswer Personal Super	Superannuation contributions	(148.20)
DD3700.7	12/12/2019	Rest Administration	Superannuation contributions	(755.21)
DD3700.8	12/12/2019	Hesta Super Fund	Superannuation contributions	(256.27)
DD3700.9	12/12/2019	Australian Super Administration	Superannuation contributions	(854.01)
DD3719.22	12/12/2019	Department Of Transport	Daily Licensing Takings 10/12/2019	(1,800.85)
DD3719.2	13/12/2019	Department Of Transport	Daily Licensing Takings 11/12/2019	(2,066.45)
DD3719.3	16/12/2019	Department Of Transport	Daily Licensing Takings 12/12/2019	(2,767.35)
DD3719.4	17/12/2019	Department Of Transport	Daily Licensing Takings 13/12/2019	(3,400.95)
DD3719.5	18/12/2019	Department Of Transport	Daily Licensing Takings 16/12/2019	(4,668.45)
DD3722.1	19/12/2019	Department Of Transport	Daily Licensing Takings 17/12/2019	(7,977.65)
DD3719.6	20/12/2019	Department Of Transport	Daily Licensing Takings 18/12/2019	(2,489.05)
DD3719.7	23/12/2019	Department Of Transport	Daily Licensing Takings 19/12/2019	(4,141.10)
DD3719.9	24/12/2019	Western Australian Treasury Corporation	Loan Repayment 137 December 2019	(1,907.86)
DD3715.1	26/12/2019	Walgspl	Payroll deductions	(4,958.53)
DD3715.10	26/12/2019	BT Panorama	Superannuation contributions	(404.10)
DD3715.11	26/12/2019	Hostplus	Superannuation contributions	(499.30)
DD3715.12	26/12/2019	Mlc Superannuation	Superannuation contributions	(344.05)
DD3715.13	26/12/2019	North Personal Superannuation	Superannuation contributions	(235.30)
DD3715.14	26/12/2019	Sunsuper	Superannuation contributions	(48.39)
DD3715.2	26/12/2019	CBUS Superannuation	Superannuation contributions	(129.17)
DD3715.3	26/12/2019	Prime Super	Superannuation contributions	(359.64)
DD3715.4	26/12/2019	Bt Super	Payroll deductions	(682.00)
DD3715.5	26/12/2019	Macquarie Super	Superannuation contributions	(230.21)
DD3715.6	26/12/2019	Oneanswer Personal Super	Superannuation contributions	(43.32)
DD3715.7	26/12/2019	Rest Administration	Superannuation contributions	(914.28)
DD3715.8	26/12/2019	Hesta Super Fund	Superannuation contributions	(261.18)
DD3715.9	26/12/2019	Australian Super Administration	Superannuation contributions	(937.60)
DD3719.10	27/12/2019	Department Of Transport	Daily Licensing Takings 23/12/2019	(4,954.40)
DD3719.12	30/12/2019	Department Of Transport	Daily Licensing Takings 24/12/2019	(6,495.40)
DD3719.13	30/12/2019	Classic Finance Pty Ltd	Photocopier Lease Payment December 2019	(222.20)
DD3719.15	30/12/2019	Western Australian Treasury Corporation	Loan Repayment 131 December 2019	(6,472.30)

DD3719.14	31/12/2019	National Australia Bank	Monthly Package Fee	(10.00)
<b>Direct Debit Payments</b>				<b>(123,586.56)</b>
<b>Municipal Account List of Payments Total</b>				<b>(559,000.32)</b>
<b>Trust Account List of Payments</b>				
<b>EFT Payments</b>				
EFT9013	04/12/2019	Brian Roderick	STAFF CHRISTMAS FUND 2019	(3,125.00)
EFT9014	04/12/2019	Debra Jane Stephens	STAFF CHRISTMAS FUND 2019	(875.00)
EFT9015	04/12/2019	Gordon Tester	STAFF CHRISTMAS FUND 2019	(320.00)
EFT9016	04/12/2019	Isabell Smith	STAFF CHRISTMAS FUND 2019	(1,250.00)
EFT9017	04/12/2019	Peter Webster	STAFF CHRISTMAS FUND 2019	(1,250.00)
EFT9018	04/12/2019	Suzanne Lynn English	STAFF CHRISTMAS FUND 2019	(600.00)
EFT9081	06/12/2019	Billie-Jo Swayn	COMMUNITY GYM KEY BOND REFUND	(30.00)
EFT9082	06/12/2019	Darcey Elizabeth Yates	COMMUNITY GYM KEY BOND REFUND	(30.00)
EFT9083	06/12/2019	Michelle Fisher	ERIC FARROW VENUE BOND REFUND	(300.00)
EFT9084	06/12/2019	Samantha Stephens	COMMUNITY BUS BOND REFUND	(150.00)
EFT9085	06/12/2019	Unigrain Pty Ltd	REC CENTRE VENUE BOND REFUND	(300.00)
EFT9132	24/12/2019	Katelyn Brandon	COMMUNITY BUS BOND REFUND	(150.00)
EFT9133	24/12/2019	Waratah Lodge	VENUE HIRE BOND REFUND	(300.00)
<b>EFT Payments Total</b>				<b>(8,680.00)</b>
<b>Cheque Payments</b>				
2526	4/12/2019	Building Commission Department of Mines, Industry Regulation and Safety	BSL - November 2019	(283.25)
2527	4/12/2019	Construction Training Fund (CTF)	BCITF - November 2019	(39.75)
2528	4/12/2019	Shire Of Wagin	BSL & BCITF - November 2019	(33.25)
2529		Cancelled		
2530	24/12/2019	Rachel Anne De Silva	ANIMAL TRAP BOND REFUND	(25.00)
<b>Cheque Payments Total</b>				<b>(381.25)</b>
<b>Trust Account List of Payments Total</b>				<b>(9,061.25)</b>
<b>Credit Card List of Payments</b>				
<b>Chief Executive Officer - Peter Webster</b>				
Credit Card	18/11/2019	AFL Footy Shop	Gift for Departing Councillor	(74.90)
Credit Card	25/11/2019	Western Power	Refund of Application to Disconnect Power	497.92
Credit Card	2/12/2019	Outdoor Shop Shade	3 x Pad Eye Diamond Plates for Eric Farrow Pavilion	(20.85)
Credit Card	3/12/2019	Shire of Wagin	10 Months Registration for New Truck P14	(326.10)
Credit Card	3/12/2019	Westnet	Internet Charges	(225.17)
Credit Card	9/12/2019	Palace Hotel Wagin	Beverages for Council Christmas Function	(75.90)
Credit Card	9/12/2019	Mitchell's Café	Desserts for Council Christmas Function	(280.00)
Credit Card	11/12/2019	Bunnings	2 x Light Decorations for Christmas Street Carnival	(108.00)
Credit Card	12/12/2019	Globe Australia	Formulation Tank to Suit Typoon for Mosquito Spraying	(110.00)
Credit Card	13/12/2019	NAB	Card Fee	(9.00)
<b>Chief Executive Officer - Peter Webster Total</b>				<b>(732.00)</b>
<b>Deputy Chief Executive Officer - Brian Roderick</b>				
Credit Card	22/11/2019	Moore Stephens	Moore Stephens Nuts & Bolts Accounting Workshop - C Painter	(935.00)
Credit Card	28/11/2019	Coles Narrogin	Supplies for Seniors Christmas Lunch	(23.75)
Credit Card	28/11/2019	Coles Narrogin	Supplies for Seniors Christmas Lunch	(201.94)
Credit Card	2/12/2019	EG Fuelco Cannington	DCEO Fuel	(34.11)
Credit Card	2/12/2019	Woolworths Cannington	Prawns for Council Christmas Function	(115.00)
Credit Card	4/12/2019	D Nguyen & T Nguyen Narrogin	Dinner Rolls for Council Christmas Function	(23.25)
Credit Card	5/12/2019	Coles Narrogin	Fruit for Council Christmas Function	(22.09)
Credit Card	5/12/2019	Palace Hotel Wagin	Beverages for Council Christmas Function	(514.02)
Credit Card	6/12/2019	D Nguyen & T Nguyen Narrogin	Dinner Rolls for Seniors Christmas Lunch	(32.50)
Credit Card	13/12/2019	NAB	Card Fee	(9.00)
<b>Deputy Chief Executive Officer - Brian Roderick Total</b>				<b>(1,910.66)</b>
<b>Manager of Works - Allen Hicks</b>				
Credit Card	26/11/2019	Stoneridge Quarries	24 x Limestone Blocks for 32 Ballagin St Residence	(320.61)
Credit Card	13/12/2019	Bunnings	5 x Cork Floor Tiles for Library	(69.50)
Credit Card	13/12/2019	NAB	Card Fee	(9.00)
<b>Manager of Works - Allen Hicks Total</b>				<b>(399.11)</b>
<b>Manager of Finance - Tegan Hall</b>				
Credit Card	19/11/2019	Aussie Broadband	NBN Charges - Works Depot, Rec Centre, Admin Office & Library	(290.00)
Credit Card	9/12/2019	Palace Hotel Wagin	Beverages for Council Christmas Function	(237.78)
Credit Card	13/12/2019	NAB	Card Fee	(9.00)
<b>Manager of Finance - Tegan Hall Total</b>				<b>(536.78)</b>
<b>Credit Card List of Payments Total</b>				<b>(3,578.55)</b>

## 12. REPORTS OF OFFICERS

### 12.1 WORKS AND SERVICES REPORT – DECEMBER 2019 / JANUARY 2020

PROPONENT:	Manager of Works
OWNER:	Shire of Wagin
LOCATION/ADDRESS:	Shire of Wagin
AUTHOR OF REPORT:	Works
SENIOR OFFICER:	Acting Chief Executive Officer
DATE OF REPORT:	13 <sup>th</sup> February 2020
PREVIOUS REPORT(S):	11 <sup>th</sup> December 2019
DISCLOSURE OF INTEREST:	Nil
FILE REFERENCE:	Nil
ATTACHMENTS:	Plant Report

#### CONSTRUCTION CREW:

Resealed 2.2km section of Bullock Hills Road east of Gundaring Road.  
 Resealed 3km section of Beaufort Road east of Taylors Road.  
 Resealed 3km section of Norring Road south of Beaufort Road.  
 Construct and seal failed sections on Jaloran Road as per Works Program.  
 Patching of all sealed roads.

#### UPCOMING WORKS:

Reconstruct and seal widen shoulders on 2km section of Jaloran Road as per Works Program.  
 Construct and seal widen shoulders on 3km section of Dongolocking Road as per Works Program.  
 Replace kerbs in Cowcher Street and install kerbing on the Trent/Trench Street intersection.  
 Remove concrete footpath slabs from Cowcher and Tudor Streets.  
 Woolorama general clean up and requests.

#### ROAD MAINTENANCE:

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

#### TOWN MAINTENANCE:

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

#### PLANT / MACHINERY:

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

#### COUNCILLOR'S INFORMATION

The seal works on Jaloran Road and Dongolocking Road have been postponed for 3 weeks due to a road accident at Piesseville involving the contractor that we engaged to carry out these works.

Date	Meter Reading (m3)	Pumping Rate (L/S)	Pressure Main Gauge (KPA)	Water Level (M)
<b>Nalder Street Bore</b>				
14-Nov-19	568272.00	2.00	400.00	26.30
12-Dec-19	572445.00	2.33	375.00	27.50
09-Jan-20	573165.00	2.33	375.00	26.80
05-Feb-20	574965.00	2.16	400.00	25.50
<b>Victor Street Bore</b>				
14-Nov-19	665494.00	1.67	350.00	16.60
12-Dec-19	669373.00	1.68	360.00	15.50
09-Jan-20	673725.00	1.68	350.00	16.00
05-Feb-20	677524.00	1.66	350.00	15.50
<b>Warwick Street Bore</b>				
14-Nov-19	552425.00	2.84	325.00	7.30
12-Dec-19	554519.00	2.58	325.00	18.60
09-Jan-20	55516.00	2.60	3.25	8.40
05-Feb-20	558812.00			8.40

**CONSULTATION / COMMUNICATION:**

Nil

**STATUTORY / LEGAL IMPLICATIONS:**

Nil

**POLICY IMPLICATIONS:**

Nil

**FINANCIAL IMPLICATIONS:**

Nil

**STRATEGIC IMPLICATIONS:**

Nil

**VOTING REQUIREMENTS:**

Simple Majority

**4191 OFFICERS RECOMMENDATION & COUNCIL DECISION**

Moved: Cr. D G Reed

Seconded: Cr. G K B West

That Council receive the Works report for the month of December 2019 - January 2020.

Carried 11/0

PLANT REPORT			Jan-20			
PLANT	OPERATOR	PURCHASE DATE	KM / HOURS	SERVICE DUE	REGO	COMMENTS
ISUZU D-MAX WAGON P-01	P WEBSTER	29/10/2019		15,000	W.1	
ISUZU D-MAX WAGON P-02	B RODERICK	1/11/2018		30,000	W.001	
ISUZU D MAX P-04	A HICKS	30/06/2017	77,603	81,000	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	45,592	48,000	W.10000	
WCM LOADER P-09	REFUSE SITE	30/06/2012	3,055	3,350	W.10292	
KOMATSU GRADER P-10	S DESOUZA	20/10/2014	5,831	6,000	W.284	
KOMATSU LOADER P-11	D HOYSTED	21/03/2018	1,940	2,500	W.10707	
KOMATSU GRADER P-12	J LYDEKER	15/01/2019	1,119	1,500	W.041	
ISUZU TRUCK P-14	VARIOUS	3/12/2019	6,933	5,000	W.1002	Service Due
BOMAG ROLLER P-15	B DAVIES	3/01/2008	8,685	8,800	W.7862	
ISUZU TRUCK P-16	VARIOUS	19/10/2010	69,728	70,000	W.1012	
KUBOTA MOWER P-18	M TITO	31/10/2019	33	50		New
VIB ROLLER P-19	VARIOUS	3/01/2008	1,542	1,540	W.841	Service Due
JOHN DEERE P-20	VARIOUS	9/02/2006	3,686	3,750	W.9618	
ISUZU P-21	J LYDEKER	17/03/2017	48,660	57,000	W.676	
JOHN DEERE P-22	E WALLAS	10/08/2016	324	350	W.487	
TOYOTA UTE P-24	VARIOUS	16/09/2010	111,202	120,000	W.1010	
TOYOTA UTE P-25	E WALLAS	16/09/2010	99,118	100,000	W.1001	
TRITON UTE P-26	M TITO	14/11/2014	58,310	60,000	W.1022	
TRITON UTE P-27	J PRAETZ	6/11/2014	71,886	75,000	W.1007	
MAHINDRA P-38	L STANBRIDGE	21/01/2016	50,962	60,000	W.1044	
BOBCAT P-39	VARIOUS	17/09/2013	3,187	3,250	W.10553	
ISUZU TRUCK P-40	S HISKINS	29/03/2019	21,504	40,000	W.437	
ISUZU TRUCK P-42	J CHAMBERLAIN	6/02/2014	156,480	160,000	W.1015	
TORO MOWER P-43	M TITO	12/09/2013	912	1,000		
CAT BACKHOE P-47	VARIOUS	21/09/2015	4,944	5,000	W.10552	
TENNANT SWEEPER P-48	J PRAETZ	16/10/2015	1,995	2,000	W.10554	
MULTIPAC ROLLER P-49	B DAVIES	9/01/2017	1,731	2,000	W.860	
TOYOTA UTE P-50	T SIMMS	15/12/2017	23,394	30,000	W.924	
FORKLIFT P-51	VARIOUS	30/11/2018	16,304	30/11/2020	W.10729	
KUBOTA RTV P-52	VARIOUS	31/10/2019	25.3	50		New
TOYOTA UTE P-85	S DESOUZA	20/08/2010	113,440	120,000	W.863	
TOYOTA UTE P-94	J YATES	23/10/2019	6,807	10,000	W.10796	

**12.2 ENVIRONMENTAL HEALTH OFFICER / BUILDING SURVEYORS REPORT –  
DECEMBER 2019 - JANUARY 2020**

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:	17 <sup>th</sup> February 2020
PREVIOUS REPORT(S):	10 <sup>th</sup> December 2019
DISCLOSURE OF INTEREST:	Nil
FILE REFERENCE:	N/A
ATTACHMENTS:	Nil

**BRIEF SUMMARY:**

Development Report – December / January

**BACKGROUND/COMMENT:**

Report provided monthly for Councils information consisting of Planning, Building and Health activities for the months of December and January.

Development Applications:

**BUILDING PERMITS**

NO BUILDING PERMITS WERE ISSUED OVER THE CHRISTMAS BREAK

**BUILDING FINALS (BA7)**

Two final certificates were received during January  
 Lot 8 (16) Traverse Street Wagin – Demolition of existing Dwelling  
 2 Ranford Street Wagin – Demolition of Classroom

**CERTIFICATES OF OCCUPANCY**

Nil

**HEALTH**

**FOOD INSPECTIONS**

Two (2) Food Business Registrations were received

85 Tudor Street Wagin – Sue Thai Shop registration required for the sale of water melons/drinks and coffee

Transfer of registration Mitchells Café  
 Both premises were inspected and are compliant with the Food Act.

**Food Recalls/Complaints**

There were 16 recall notices issued by the Health Department of WA, mostly for detected traces of Allergens in food products and exploding containers due to a build up of Lactic Acid which increases the fermentation process.

All affected Food Premises were notified to remove product from shelf.

**Test Report on Buttercup Bread purchase in Wagin**

Received loaf of sliced bread from complainant, mould found in one slice with a pink/orange paint like substance mixed in with the remaining slices. Sample send away for analysis.

The results of a brown/pink discoloration found by a resident in Wagin have been received. A sample of the bread was sent to ARL, one of two contracted NATA accredited used by WA Councils, with the results returning a very high yeast/mould count (in excess of 1,500,00 standard plate count). ARL have indicated the sample is a Company integrity issue.

The parent company of Buttercup Bakery were notified of the intent to sample and have been sent a copy of the result for their Quality Assurance personal to investigate. The Company also sent a \$10.00 gift voucher to be passed onto the complainant.

**Wagin Aquatic Facility**

January water samples have been received compliant.

**Expiry of works Order lot 8 (16) Traverse Street, Wagin**

The above mentioned premises has now been removed with all associated debris removed.

**POLICY IMPLICATIONS:**

Nil

**FINANCIAL IMPLICATIONS:**

Associated Building and Health Fees

**STRATEGIC IMPLICATIONS:**

Nil

**VOTING REQUIREMENTS:**

Simple

**4192 OFFICERS RECOMMENDATION & COUNCIL DECISION**

Moved: Cr. G K B West

Seconded: Cr. D G Reed

That Council receive the Environmental Health Officer / Building Surveyors Report for the month of December 2019 - January 2020.

Carried 11/0

### 12.3 DEPUTY CHIEF EXECUTIVE OFFICERS REPORT – DECEMBER 2019 / JANUARY 2020

PROPONENT:	Deputy Chief Executive Officer
OWNER:	Deputy Chief Executive Officer
LOCATION/ADDRESS:	Shire of Wagin
AUTHOR OF REPORT:	Deputy Chief Executive Officer
SENIOR OFFICER:	Chief Executive Officer
DATE OF REPORT:	19 <sup>th</sup> February 2020
PREVIOUS REPORT(S):	12 <sup>th</sup> December 2019
DISCLOSURE OF INTEREST:	Nil
FILE REFERENCE:	N/A
ATTACHMENTS:	Nil

#### BRIEF SUMMARY:

The following report details the activities that fall under the control of the DCEO for the months December, January 2019 and early February 2020.

#### SPORTSGROUND DEVELOPMENT:

The consultants have completed the Final Sportsground Feasibility Study Report/Masterplan and the report is tabled for adoption with recommendations at the February 2020 Council meeting.

The report will then be circulated and made available to the community with a view to holding a final community meeting to discuss the report and options moving forward.

#### CORPORATE SERVICES:

##### Staff

Council's two trainees have finished their Traineeship with the Shire and we wish them all the best in their future endeavours. Staff have commenced the process to recruit a new trainee.

We welcome back Tegan from maternity leave to continue her role as the Manager of Finance, I wish to thank Cath Painter for her efforts in her role as accountant whilst Tegan was on leave. Tegan is currently easing back into the role and working part-time and Cath is continuing to work as a casual to ensure a finance hand-over is completed and will also work on some other finance planning and project work.

##### Finance and Audit

The Annual Financials and Audit Report for 2018/2019 has been completed and are contained in the Annual report document with this Agenda document. A meeting of the Audit committee with Council's auditors from the Office of Auditor General and Butler Settineri was held in early February, please refer to the minutes of this meeting.

##### Council Elections

The Extraordinary Election for the one 2 year position was held on the 17<sup>th</sup> January. Results of the election was as follows

Candidate	Number of Votes
Dave Atkins	81
Robert Ward	58
Ann O'Brien	32

Therefore, the following person has been elected as Councillor for the Shire of Wagin:

Name	Expiry of Term
Dave Atkins 2 Year Term	October 2021

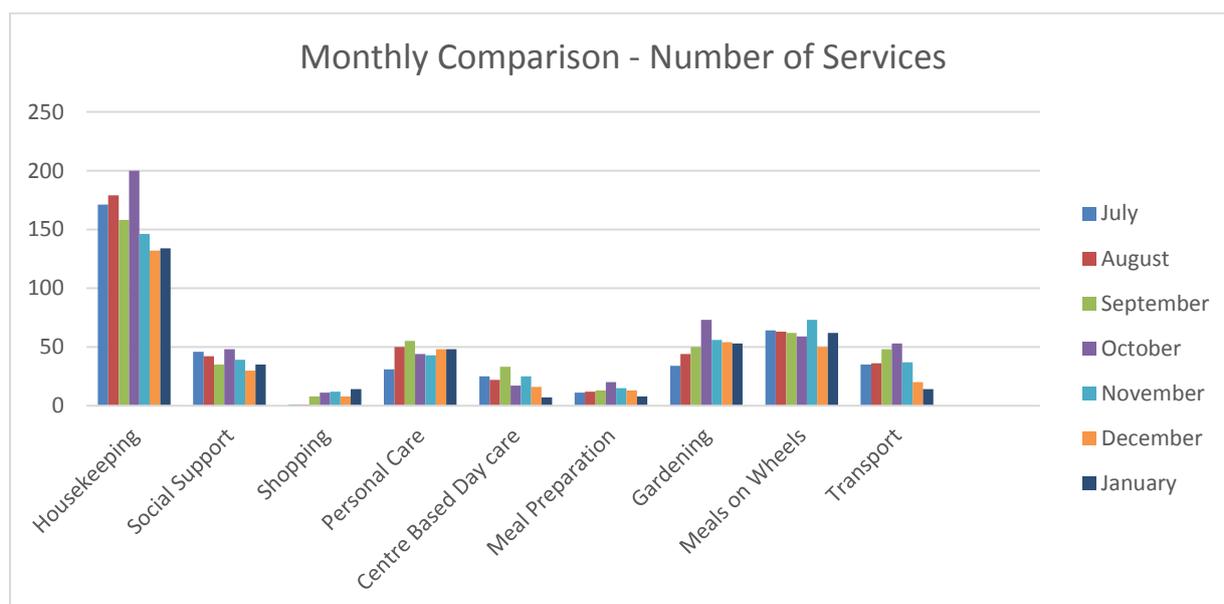
Congratulations to Cr Atkins who has been elected as Shire Councillor until October 2021 and was officially sworn in on the 23<sup>rd</sup> of January 2020 before Mr P R Webster JP.

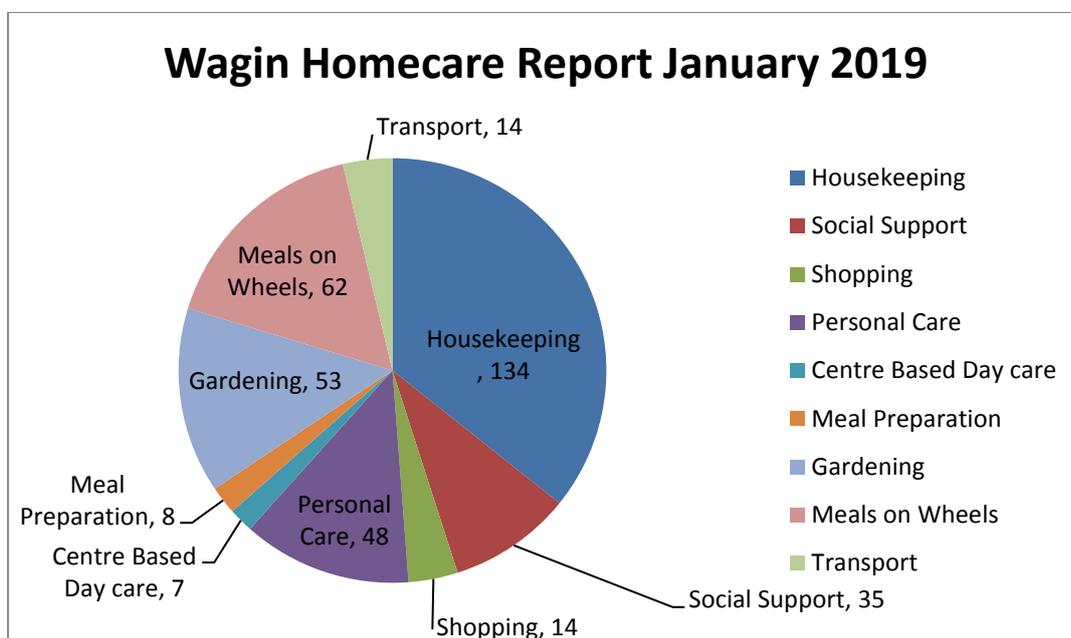
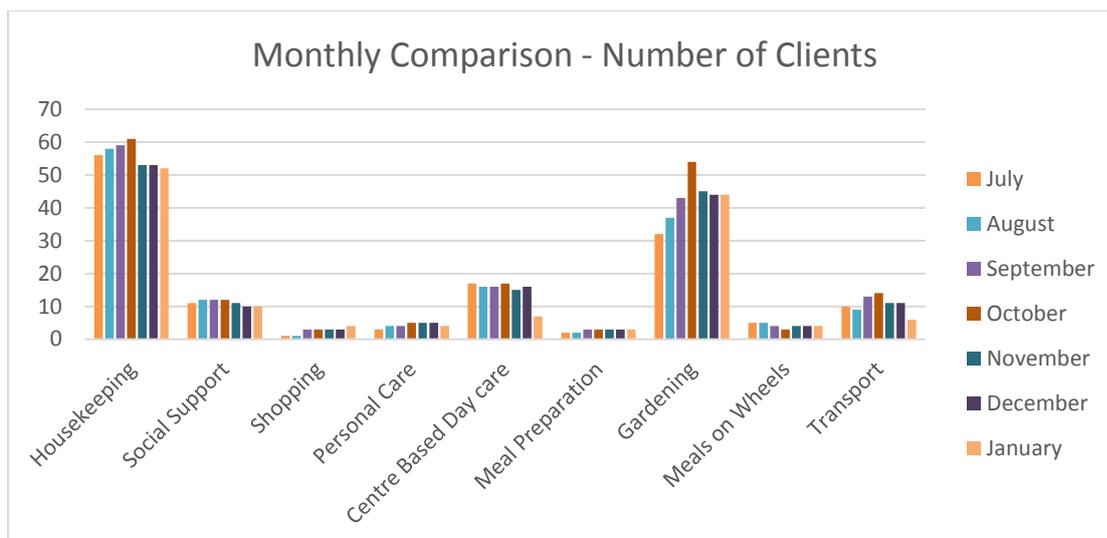
**AGED CARE:**

**HEMECARE REPORT JANUARY 2020  
CLIENTS:**

76 clients received one or more services for January:

Service	Number of Clients
Housekeeping	52
Social Support	10
Shopping	4
Personal Care	4
Centre Based Day care	7
Meal Preparation	3
Gardening	44
Meals on Wheels	4
Transport	6





**TOWNSCAPE:**

Staff and members of the Committee met with landscape architects from Ecoscape in January regarding the Wetlands Park Playground Development. They are now putting together their draft plan, this will be presented to the next Townscape Committee in March.

Also, staff continue to work with Mike Brown regarding tree plantings within the Town, he will also be assisting with planning of the Library/Town Square development.

**TOURISM AND PROMOTION:**

February 2020 Shire Facebook Report

19/02/2020

The Shire Facebook page has posted 13 times since the last report in January with the biggest audience award being the “2 Wheels to Wagin” flyer with 1709 people viewing the post.

- 10 Best big things in WA - 24<sup>th</sup> Jan - 489 people
- Fire Plan for your pets - 25<sup>th</sup> Jan - 329 people
- Australia Day Breakfast reminder - 26<sup>th</sup> Jan - 572 people

- Clean up Australia Day - 28<sup>th</sup> Jan – 378 people
- Australia Day Breakfast Overview - 28<sup>th</sup> Jan – 719 people
- Bowls Valentines day Flyer - 30<sup>th</sup> Jan - 583 people
- 2 Wheels to Wagin flyer - 1<sup>st</sup> Feb - 1709 people
- RV area closed flyer - 3<sup>rd</sup> Feb - 813 people
- Darkan Homecare Bingo Day - 3<sup>rd</sup> Feb - 440 people
- Ballet Flyer - 3<sup>rd</sup> Feb - 436 people
- Storm threat – drive with Care - 7<sup>th</sup> Feb – 418 people
- Pool Closed Notice - 10<sup>th</sup> Feb – 539 people
- Found Dog – 17<sup>th</sup> Feb – 1079 people

Our total page “likes” is at 1176 – up by 12 from last month.

To compare our likes to other shire pages:

- Wickepin 759
- Williams 432
- Kondinin 392
- Lake Grace 572
- Kojonup 960

Wagin Woolorama Page climbs to 2430 likes climbs to 2279 likes.

A meeting of the Tourism Committee was held on Thursday 20<sup>th</sup> February, the minutes of the meeting in contained within this agenda.

### RECREATION AND CULTURE:

#### Library Report January / February 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:

- Mystery afternoon with the story “We’re going on a bear hunt” 17<sup>th</sup> January.
- We are holding book sales during the week as well. Three to four times a week.

#### Library Events:

- Book sale will be held in the Wagin Library & Gallery during the month of February.
- Scavenger Hunt for the children will be ongoing.
- Library Detective for the children will be on going.
- I Spy for the children will be ongoing.
- Mystery Afternoon 17<sup>th</sup> January “We’re going on a bear hunt”.
- Library Lover’s Day 14<sup>th</sup> February.
- Shrove Tuesday/Pancake Day 25<sup>th</sup>, Afternoon tea.

#### Library Regular Activities:

- WLG Book Club was not held during January. The next Book Club afternoon will be held on Saturday February 8<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 not held during January. Our next Friends of the Wagin Library & Gallery meeting will be held on Thursday 27<sup>th</sup> February.

**Library Statistics:**

- 4 new borrowers at the library during this reporting period;
- 402 patron visits for December January reporting period;
- 14 successful inter-library loan requests for items from Wagin Library & Gallery patrons;
- 29 inter-library loan requests from other public libraries throughout WA for our items; 12 not supplied.
- 9 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.
- 15 community members enjoyed free tea or coffee in the library;
- 13 community members and library patrons spent time reading and relaxing in the library.
- 34 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:**

- Book Sales held weekly.
- Scavenger Hunt will be ongoing.
- I Spy will be ongoing.
- Library Detective will be ongoing.
- Library Lover's Day.
- Shrove Tuesday/ Pancake Day.

**Swimming Pool**

January at the Wagin Memorial Pool has seen some warm weather and good numbers come through the gates, despite the month traditionally being a time for families to head to the coast for holidays. 2,436 patron for the month. During January vacation swimming classes were held due to the fact that school closure and Christmas fell too close together. This had a huge effect on swim class numbers with a light attendance. Also early morning lapper numbers down for the same reason.

Aquacise with Danlize and swimming club was also put on hold. It was and is noticeable how much the pools BBQ area is being utilized, almost every day during the holidays and used constantly on weekends by families. No real issues maintenance wise with the pool. Just the usual repairs.

February with school back has seen swim club, aquacise, early morning lapper numbers, and school swimming lessons commence. Half way through the month nearly 1,000 patrons have been to the pool. Regional swimming carnival once again was a great success with swimmers from all over. Well done Wagin Swim Club.

The Learn to Swim / Kids Pool had its heat pump installed in early February, this has been very popular with the users, keeping the pool at a constant 27/28 degrees. With the addition of a blanket next season the heating costs will lessen further. S

School swim classes this year will be held over 4 weeks. The Wagin school swim carnival to be held on Wednesday 4<sup>th</sup> of March.

All in all the pool has been quite busy and will be through February and March.

Jan-20	Adult Pd	Child Pd	Fam Pd	Spectators	Under 5s	Adult Pass	Child Pass	Fam Pass	Totals
1	13	20	2		3	1	8	5	52
2	3	37		22	4	14	10	4	94
3	3	23		15	2	20	7		70
4	1	3					1		5
5	4	8	4		4	3	12	4	39
6	2	17	1	12	3	3	9		47
7	24	50	5	13	12	15	8	7	134
8	20	49	4	12	8	21	8	8	130
9	6	46	3	23	3	18	1	4	104
10	6	37		20	4	16	12	3	98
11	12	20		6	3	3	9	2	55
12	18	13	5	1	10	3	1	5	56
13									
14	14	34		3	5	19	4	4	83
15	6	6		2		15		1	30
16	19	32	3	6	5	15	2	3	85
17	11	20	1	3	5	20	2	2	64
18	1	9	1	3		2	4	3	23
19	6	17	1	1	2	2	3	2	34
20									
21	5	3				20		2	30
22	2	8	1	1	2	16	1	2	33
23	8	12		1	3	18	2		44
24	6	30	3	7	1	20	8	5	80
25	13	28	1	2	5	5	4	5	63
26	10	9	6		6		7	6	44
27									
28	21	21	5	1	5	19	7	6	85
29	16	28	2	3	2	16	7	3	77
30	8					16	5		29
31	2	5		3		17	9	7	43
<b>TOTAL</b>	<b>260</b>	<b>585</b>	<b>48</b>	<b>160</b>	<b>97</b>	<b>337</b>	<b>151</b>	<b>93</b>	<b>1731</b>
	<b>Adult Pd</b>	<b>Child Pd</b>	<b>Fam Pd</b>	<b>Spect</b>	<b>U/5s</b>	<b>Adult Pass</b>	<b>Child Pass</b>	<b>Fam Pass</b>	<b>Totals</b>
			<b>240</b>					<b>465</b>	<b>2436</b>
			<b>Fam Pd</b>					<b>Fam Pass</b>	
			<b>X 5 per Pd</b>					<b>X 5 per Ps</b>	

## **Community Events**

### Wagin Street Carnival

Wagin's Annual Christmas Street Carnival was held on December 20<sup>th</sup> – in Tavistock Street.

This is the second time the event has been held in Tavistock street and community feedback is very supportive of the new location. It provides much more room, is very attractive with the planter boxes in the centre of the street and allows staff more time to set up and pack up – rather than sticking to main roads stipulations.

The Wagin Action Group were once again very involved in the planning process – and vital in the delivery of items and set up of the road on the night. They have also supported the project financially, along with the Chamber of Commerce, the shire and the largest financial support coming once again from Lotterywest.

This year's crowd was bigger again than last year, and were seen to be having a great time over the evening – enjoying the different side show entertainment, street performers and wider range of market options.

### Australia Day Breakfast

The Australia Day Breakfast was another great success with the weather being just perfect for an early Sunday rise, a big thank you to the Wagin Lions Club, Wagin Rotary Club, Wagin Action Group and Shire of Wagin.

Also, the Shire would like to acknowledge and thank our Australia Day Ambassador Holly-ann Martin - finalist, WA Local Hero 2020 and Child Protection Advocate who gave a great presentation on Safe4kids.

Congratulations to all of the 2020 award winners

Community Citizen of the year - Mandy Harrington

Community Citizen of the year, Senior (65 or over) - Wendy Abbott

Active Citizenship award - 2 Wheels to Wagin Dice Run

Sportsperson - Chesney Dawson

### Thank A Volunteer Sundowner

The annual Thank A Volunteer Sundowner was once again held at the Wagin Pool, on Feb 7<sup>th</sup>. The Shire – with support from the West Australian Dept of Communities Thank A Volunteer Grant – was once again able to put on an evening of appreciation to our local volunteers, enabling us to continue to encourage and support volunteering in Wagin.

The evening was lovely after a very hot day, with the water looking very inviting but only one attendee opting for a dip in the pool.

Numbers were down on previous events as the Katanning fires depleted several people who had planned to attend, mostly fire fighters, leaving us with 32 people in attendance at the sundowner.

The Wagin R.S.L, Friends of the Wagin Library, Wagin Swimming club and Wagin CRC were supported in higher numbers – with members of the VFRS coming by after returning from Katanning.

Shire staff spent the afternoon preparing salads and nibble platters for the event, and the DCEO and MOW cooked the BBQ for everyone.

The sundowner provides the perfect opportunity to speak to the Wagin volunteers about their commitment to their respective clubs, to check on how they are doing and to personally thank them for their participation in and activity which is vital for the Wagin clubs.

Feedback from the event was regarding the timing – with the event being cancelled two years ago due to flooding – and this year's fires taking out a large chunk of volunteers. Discussed was the idea of having the event post Woolorama, which would give us a much better range of volunteers as all the Woolorama volunteers would be finished for the year and in need of a relaxing, supportive evening.

### **Other**

#### **Swimming Pool Heating Project - Community Sporting and Recreation Facilities Fund & Stronger Communities Grant Funding – Swimming Pool Heating Grant**

In response to the communities needs Council identified the need to install a heating system to the Learn to Swim Pool – specifically in the learn to swim pool/kids pool. Applications for funding were made to the to the Community Sporting and Recreation Facilities Fund (\$7,500) and Stronger Communities Programme (\$10,600) – and fortunately we were successful in both applications. The total cost of the project was \$39,409 with council contributing the balance of \$21,309. The heating system will bring the learn to swim pool temperature in line with, or potentially above, the 50-metre pool temperature.

The heating system was installed Friday 31<sup>st</sup> January and turned on Saturday the 1<sup>st</sup> February – and within 2 hours of activation the temperature of the learn to swim pool had gone up two degrees. The system is powered via the recently installed solar panels on the roof of the pump shed – making the ongoing cost of the system very affordable.

#### **Caravan park Kitchen**

Planning of the Camp Kitchen has been completed with construction commencing on Wednesday with the site works. The structure will be completed by the end of February and then the fit out prior to Woolorama.

#### **Emergency Service levy (ESL)**

A meeting was held with the key members of the Bushfire Brigades, Cr Blight and Shire staff to discuss the upcoming DFES ESL application. Capital and operating bushfire fighting requirements were discussed with staff to action this through the ESL process.

The Bushfire Brigades AGM and general meeting has been set for the 17<sup>th</sup> March where the ESL application will be endorsed before going to Council and then lodged with DFES before the 31<sup>st</sup> March.

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

Shire Staff

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

Nil

#### **POLICY IMPLICATIONS:**

Nil

**FINANCIAL IMPLICATIONS:**

N/A

**STRATEGIC IMPLICATIONS:**

N/A

**VOTING REQUIREMENTS:**

Simple Majority

**4193 OFFICERS RECOMMENDATION & COUNCIL DECISION**

Moved: Cr. S M Chilcott

Seconded: Cr. B L Kilpatrick

That Council receive the Deputy Chief Executive Officer's report for December 2019 - January 2020.

Carried 11/0

## 12.4 CHIEF EXECUTIVE OFFICERS REPORT – DECEMBER 2019 / JANUARY 2020

PROPONENT:	Shire of Wagin
OWNER:	Shire of Wagin
LOCATION/ADDRESS:	N/A
AUTHOR OF REPORT:	Chief Executive Officer
SENIOR OFFICER:	Chief Executive Officer
DATE OF REPORT:	29 <sup>th</sup> January 2020
PREVIOUS REPORT(S):	11 <sup>th</sup> December 2019
DISCLOSURE OF INTEREST:	N/A
FILE REFERENCE:	Nil
ATTACHMENTS:	8) Letter from the Minister for Environment

### 1) CBH SITE – ROAD CLOSURES

The Wheatbelt Development Commission (WDC) have been in contact with the Department of Lands making enquiries regarding the proposal to close three roads around the CBH site in Wagin.

Progress at last: -

*We have been pushing this matter fairly gently due to some sensitive issues associated with the South West Settlement Indigenous Land Use Agreement.*

*Fortunately, we have just kicked a goal that has positioned key people from multiple agencies in the right place, and our great relationship with the Department of Planning, Lands and Heritage has enabled us to leverage the outcome.*

*In short, my staff and the Department have been working on a number of alternatives, that will get you to the outcome you are seeking, but most probably via a different route.*

*WDC staff, accompanied by Department staff have proposed visiting you prior to Christmas to inspect the site and discuss the options being developed.*

*You should hear from Grant Arthur shortly to arrange a suitable date.*

**Regards - Gavin Robins – CEO WDC**

In March, Andrew Main from Landgate will be visiting Wagin to further discuss this matter. Hopefully the road closure matter can be finalised

### 2) CENTRAL COUNTRY ZONE OF WALGA

#### **Meeting dates for 2020**

Outlined below is the adopted 2020 meeting schedule for the Central Country Zone:

Meeting Date	Type of Meeting	Consideration of WALGA State Council
Friday 1 May 2020	Teleconference	Yes and only WALGA business
Friday 22 May 2020	In-person meeting	No
Friday 19 June 2020	Teleconference	Yes and only WALGA business
Friday 28 August 2020	In-person meeting	Yes
Friday 27 November 2020	In-person meeting	Yes

Could you please note the details in your 2020 diary?

The delegates to the recent CCZ meeting in Dumbleyung may care to give a report

### **3) TELSTRA TOWER**

Emily Pink from Telstra has advised that due to the fires in the eastern states that the tower in Wagin has been put back by approx. 2 years. Telstra lost over 30 bases and towers during the fires and they are the priority at this time.

### **4) AIRPORT – HANGAR LEASE**

During the month Vicki Morris signed a lease for a hangar site at the Airport. I have also had an enquiry from Michael Midgely about a site.

### **5) WANDRRA – Claims**

By the February Council meeting all WANDRRA Claims should have been paid and the event finalised. At the end of December 2019 there was approx. \$160,000 outstanding. Two invoices were raised in mid January for \$103,000 with the balance being finalised by mid February 2020.

This event has taken almost 2 years to complete the work and three years for all payments to be finalised.

### **6) SWIPE CARD WATER SYSTEM**

This system is working well with accounts being sent out weekly/fortnightly so as not to allow the accounts to build up. We have been advising farmers to use the tanks on Vernon Street for stock water and also the fire brigades to top up from this supply.

### **7) WASTE TOUR – NORTH BANNISTER**

The Waste Group recently toured the landfill site at North Bannister. Suez who operate the site receive 48 road trains of rubbish a day at the site. The site has grown considerably since the last tour approx. 4 years ago.

Following the tour the group met in Narrogin to discuss issues with recycling with Great Southern Waste.

There is no value in paper or glass at this time so the Shire of Narrogin will accept all glass from Great Southern Waste to be used as fill at their landfill site. Paper and cardboard will continue to be taken to Perth however it is costing Great Southern waste approx. \$1500 per load.

The group have contacted WALGA and written to the Minister for the environment requesting some form of subsidy to transport paper and cardboard if he wants these items to be recycled.

I have also attached a letter from the Minister asking Shires to work through the recycling problems at this time.

## **CONSULTATION/COMMUNICATION**

Nil

## **STATUTORY/LEGAL IMPLICATIONS:**

Nil

**POLICY IMPLICATIONS:**

Nil

**FINANCIAL IMPLICATIONS:**

Nil

**STRATEGIC IMPLICATIONS:**

Nil

**VOTING REQUIREMENTS:**

Simple

**4194 OFFICERS RECOMMENDATION & COUNCIL DECISION**

Moved: Cr. G R Ball

Seconded: Cr. J P Reed

That Council receive the Chief Executive Officer's report for December 2019 - January 2020.

Carried 11/0



**Minister for Environment; Disability Services; Electoral Affairs  
Deputy Leader of the Legislative Council**

**COPY**

Our Ref: 62-18412

Mr Peter Webster  
Chief Executive Officer  
Shire of Wagin

By Email: CEO@wagin.wa.gov.au

Cc: shire@wagin.wa.gov.au

Officer		Comment
Action Required		<p>CEO</p> <p>INF.</p>
Information Only		
Actioned		
Scanned		

Dear Mr Webster

I am writing to seek support from local governments in response to current issues and challenges in the recycling sector.

As you would be aware, the local waste recycling industry, which has been dealing with China's decision in 2018 to restrict imports of recyclables, has been hit with onshore challenges following a fire at Perth's largest recycling processing facility, run by Cleanaway, on 25 November 2019. Furthermore, in November 2019 in response to an announcement by the Council of Australian Governments, Australian Environment Ministers proposed a timetable to ban the export of waste paper, plastic, glass and tyres which will require a significant increase in local processing capacity.

I trust all available options will be considered and, where appropriate, actioned as soon as possible to avoid recyclables being landfilled due to lack of available processing capacity. I also recognise that the current recycling challenges may impact commercial arrangements between local governments and their service providers. I strongly encourage local governments to work closely with service providers to overcome short term commercial hurdles to ensure the community can be confident that its recycling efforts are being dutifully honoured.

Local governments have a key role in the recycling industry as service providers and educators. Local governments can help instil confidence in the community about the benefits of recycling. I would like to take this opportunity to recognise and thank all local governments for their contribution to improving waste and recycling outcomes in this State. I encourage all local governments to continue to educate the community on how to recycle properly and reduce contamination.

I am committed to working towards the *Waste Avoidance and Resource Recovery Strategy 2030* material recovery target of 75 per cent by 2030, and am particularly determined to avoid recyclable material being sent to landfill. I am also committed to working together and sharing responsibility, which is a key principle in the Strategy.

I am confident that the State Government in partnership with the Commonwealth Government, local governments, industry and the community, can continue to build a strong and sustainable recycling sector in Western Australia.

Thank you once again for your contribution to waste and recycling in Western Australia.

Yours sincerely



Hon Stephen Dawson MLC  
**MINISTER FOR ENVIRONMENT**  
**2:3 JAN 2020**

### 13. AGENDA ITEMS

**Note:** Agenda item 13.11 was brought forward and tabled first due to the proponent being present in the gallery.

**Note:** Cr Longmuir and Cr D Reed declared an interest in this item and left the meeting at 8.22 pm

#### 13.11 DEVELOPMENT APPLICATION – SHOP 64 TUDHOE STREET, WAGIN

PROPONENT:	Larry Stanbridge
OWNER:	R G Clark (property owner)
LOCATION/ADDRESS:	Shire of Wagin
AUTHOR OF REPORT:	Chief Executive Officer
SENIOR OFFICER:	Chief Executive Officer
DATE OF REPORT:	29 <sup>th</sup> January 2020
PREVIOUS REPORT(S):	Nil
DISCLOSURE OF INTEREST:	Nil
FILE REFERENCE:	LP.NO.3, A22
ATTACHMENTS:	Letter from Proponent

#### BRIEF SUMMARY:

To grant approval to Mr Larry Standbridge to develop and operate a business at lot at 64 Tudhoe Street Wagin (Old IGA) to include a shop for the sale of garden products, mobility aids and farming supplies, and be used as a Motor Repair Station for the repair of small motors.

#### BACKGROUND/COMMENT

An application has been received from Mr Larry Stanbridge to operate a business at 64 Tudhoe Street Wagin (Old IGA).

There are two parts to his request

- 1) Shop - selling garden products, mobility aids and farming supplies.
- 2) Motor Repair station - Small motor and mobility scooter repairs

The Zoning for this area is “Commercial” and the proposed use “Shop” is an allowed use.

He also intends doing minor repairs to small motors, Mobility scooters etc. He estimates that he will repair between 3- 5 small motors / scooters per week.

The intended use of small motor repairs is shown as “Motor Repair Station” and is an AA use – Is not permitted without Council approval.

If Council was to allow this service to operate at 64 Tudhoe Street Wagin I believe that a number of restrictions should be put in place, such as: -

- 1) Motor repairs only between 9am – 5pm – Monday to Friday & 9am – 12noon Saturday.
- 2) Motor repairs only refers to lawn mowers, whipper snippers, mobility scooters, chain saws, brush cutters either electric or petrol driven
- 3) All repairs to be confined to the rear of the premises
- 4) No more than 204 litres of used oil is allowed to be kept on site at any one time
- 5) No more than 204 litres of engine oil to be kept on the site at any one time
- 6) No more than 204 litres of fuel is allowed to be kept on site at any one time
- 7) Council reserves the right to amend these conditions at any time
- 8) Council also reserves the right to cancel this approved should there be more that 6 factual complaints
- 9) Premises to be kept in a clean and tidy state



**CONSULTATION/COMMUNICATION**

Nil

**STATUTORY/LEGAL IMPLICATIONS:**

- Planning and Development Act 2005 (as amended)
- Planning and Development (Local Planning Schemes) Regulation 2015
- Shire of Wagin Local Planning Scheme No. 2

**POLICY IMPLICATIONS:**

Nil

*Handwritten signature*

**FINANCIAL IMPLICATIONS:**

Nil

**STRATEGIC IMPLICATIONS:**

1.1 Increase in the number and diversity of businesses in the town and district

**VOTING REQUIREMENTS:**

Simple

**OFFICERS RECOMMENDATION**

Moved: Cr. G R Ball

Seconded: Cr. D I Atkins

That Council agree to Mr Larry Stanbridge developing: -

**a)** a shop for the sale of garden products, mobility aids and farming supplies at 64 Tudhoe Street Wagin

**b)** allow 64 Tudhoe Street Wagin to be used as a Motor Repair Station for the repair of small motors etc with the following conditions: -

- 1) Motor repairs only between 9am – 5pm – Monday to Friday & 9am – 12noon Saturday.
- 2) Motor repairs only refers to lawn mowers, whipper snippers, mobility scooters, chain saws, brush cutters either electric or petrol driven
- 3) All repairs to be confined to the 1) rear of the premises
- 4) No more than 204 litres of used oil is allowed to be kept on site at any one time
- 5) No more that 204 litres of engine oil to be kept on the site at any one time
- 6) No more than 204 litres of fuel is allowed to be kept on site at any one time
- 7) Council reserves the right to amend these conditions at any time
- 8) Council also reserves the right to cancel this approved should there be more than 6 factual complaints
- 9) Premises to be kept in a clean and tidy state

**4195 AMENDMENT**

Moved: Cr. G K B West

Seconded: Cr. S M Chilcott

That the following parts of the motion be deleted and amended to read:

- 1) ~~Motor repairs only between 9am – 5pm Monday to Friday & 9am – 12 noon Saturday~~  
(to read Testing and running of engines be restricted between 9am – 5pm – Monday to Saturday)
- 4) ~~No more than 204 litres of used oil is allowed to be kept on site at any one time~~  
(to read No more than 500 litres of oil is allowed to be kept on site at any one time)
- 5) ~~No more than 204 litres of engine oil is allowed to be kept on site at any one time~~

Carried 9/0

**4196 COUNCIL DECISION**

Moved: Cr. G R Ball

Seconded: Cr. D I Atkins

That Council agree to Mr Larry Stanbridge developing: -

- a)** a shop for the sale of garden products, mobility aids and farming supplies at 64 Tudhoe Street Wagin
- b)** allow 64 Tudhoe Street Wagin to be used as a Motor Repair Station for the repair of small motors etc with the following conditions: -
- 1) Testing and running of engines be restricted between 9am – 5pm – Monday to Saturday.
  - 2) Motor repairs only refers to lawn mowers, whipper snippers, mobility scooters, chain saws, brush cutters either electric or petrol driven
  - 3) All repairs to be confined to the 1) rear of the premises
  - 4) No more than 500 litres of used oil is allowed to be kept on site at any one time
  - 5) No more than 204 litres of fuel is allowed to be kept on site at any one time
  - 6) Council reserves the right to amend these conditions at any time
  - 7) Council also reserves the right to cancel this approved should there be more than 6 factual complaints
  - 8) Premises to be kept in a clean and tidy state

Carried 9/0

**Note:** Reason for difference is the conditions as stated in the Officers recommendation were too restrictive.

**Note:** Cr Longmuir and D Reed returned to the meeting at 8.35pm.

Cr Lucas left the meeting at 8.35 pm and did not return.

AP.No.3  
A22

To: Shire of Wagin

15/01/2020

2 Arthur Rd, Wagin, 6315

From: Larry Stanbridge

Wagin Mowers

P.O Box 38, Wagin, 6315

PH: 0437025415

16 JAN 2020  
RECEIVED

I am writing to you to ask if I can be granted a permit to perform Motor repairs at the rear of the Old IGA building at 64 Tudhoe St, Wagin.

I would like to move my existing business from the back of the Radio station in Blythe Ln to 64 Tudhoe St, Where I will be still retailing Garden products, Mobility Aids and Farming supplies as well as performing the odd service and repairs to the product I sell.

Currently on average I am repairing 4 to 5 machines per week which consist of Lawn Mowers, Chain Saws, Brush cutters, Stationary Motors, Water Pumps (Most small motors) and Mobility Scooter which is quit big in Wagin as we have a large population of Elderly and Disable people.

The work that is performed in the repairs of any item is usually quiet and very safe but sometimes I need to start some Items to test and tune which can sometime take around 1 to 2 minutes, so I believe this should not be a problem to anyone, I would say that I would not make any more noise than the Heavy vehicles that drive along Tudhoe st or Tudor st.

Sincerely Larry Stanbridge of Wagin Mowers.



15/01/2020

Officer		Comment
Action Required		CEO Joe Douglas
Information Only		
Actioned		
Scanned		



### 13.1 SHIRE OF WAGIN 2018 / 2019 ANNUAL REPORT

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:	17 <sup>th</sup> February 2020
PREVIOUS REPORT(S):	14 <sup>th</sup> November 2018
DISCLOSURE OF INTEREST:	N/A
FILE REFERENCE:	CM.RE.2
ATTACHMENTS:	Annual Report Under Separate Cover

#### BRIEF SUMMARY:

Council's Annual Report for 2018/2019 has been prepared and is enclosed for formal adoption.

#### BACKGROUND:

The local government is to prepare an annual report for each financial year.

#### The annual report is to contain:

- (a) a report from the mayor or president; and
- (b) a report from the CEO; and
- (c) *an overview of the plan for the future of the district made in accordance with section 5.56, including major initiatives that are proposed to commence or to continue in the next financial year; and*
- (d) the financial report for the financial year; and
- (e) such information as may be prescribed in relation to the payments made to employees; and
- (f) the auditor's report prepared under section 7.9(1) or 7.12AD(1) for the financial year; and
- (g) a matter on which a report must be made under section 29(2) of the *Disability Services Act 1993*; and
- (h) details of entries made under section 5.121 during the financial year in the register of complaints, including —
  - (i) the number of complaints recorded in the register of complaints; and
  - (ii) how the recorded complaints were dealt with; and
  - (iii) any other details that the regulations may require;
 and
  - (i) such other information as may be prescribed.

#### Acceptance of annual reports:

- (1) Subject to subsection (2), the annual report for a financial year is to be accepted\* by the local government no later than 31 December after that financial year.

\* *Absolute majority required.*

- (2) If the auditor's report is not available in time for the annual report for a financial year to be accepted by 31 December after that financial year, the annual report is to be accepted by the local government no later than 2 months after the auditor's report becomes available.

The Annual Electors Meeting is to be held on a day selected by the Local Government but not more than 56 days after the Local Government accepts the Annual Report. The CEO must give at least 14 days local public notice of the Electors Meeting. (Section 5.29 LGA)

**COMMENT:**

The 2018/2019 Annual Report has been completed and is enclosed for your perusal and formal adoption. The document contains all the above information as prescribed in the Local Government Act. This year as per last year's report there are reports and relevant information from each division within Council.

It is proposed to hold the Annual Electors Meeting at 6.30 pm on Tuesday 24<sup>th</sup> March before the March ordinary meeting of Council. Staff will advertise the date of the meeting in all the appropriate mediums. We will also advertise the availability of the Annual Report which will also be received at the Electors meeting.

**CONSULTATION/COMMUNICATION:**

CEO

**STATUTORY/LLEGAL IMPLICATIONS:**

Sections 5.29, 5.53, 5.54 and 5.55 Local Government Act 1995

**POLICY IMPLICATIONS:**

Nil

**FINANCIAL IMPLICATIONS:**

Nil

**STRATEGIC IMPLICATIONS:**

Nil

**VOTING REQUIREMENTS:**

Absolute Majority

**4197 OFFICERS RECOMMENDATION & COUNCIL DECISION**

Moved: Cr. G R Ball

Seconded: Cr. B L Kilpatrick

That Council:

- 1) Receives and adopts the Annual Report for the Shire of Wagin for the period 1 July 2018 to 30 June 2019.
- 2) Hold the Annual Electors' General Meeting on Tuesday 24<sup>th</sup> March 2020 at 6.30 pm at the Shire Administration Office Council Chambers

Carried 10/0

### 13.2 CHANGES TO WAGIN HOMECARE SCHEDULE OF FEES AND CHARGES 2019 / 2020

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:	18 <sup>th</sup> February 2020
PREVIOUS REPORT(S):	N/A
DISCLOSURE OF INTEREST:	N/A
FILE REFERENCE:	CS.SP.10
ATTACHMENTS:	Nil

#### BRIEF SUMMARY:

For Council to approve changes to the Schedule of Fees and Charges for Wagin Homecare for the 2019/2020 financial year.

#### BACKGROUND/COMMENT

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

The Wagin Homecare (formerly HACC) Manager has requested a change to the Homecare fee schedule which will increase the Domestic Assistance, Personal Care, Respite Care and Social - Support fees from \$8 to \$10 per hour. This increase brings these service costs in line with the current Home Maintenance costs and other Homecare providers.

If Council approves this change then the Homecare Manager will write to all Wagin Homecare clients advising them of the change, with the new fees to commence from the 1<sup>st</sup> April 2020.

The fee increase is necessary, so the fee structure is consistent across the board and to combat the rising costs to provide these services.

#### CONSULTATION/COMMUNICATION:

Wagin Homecare Manager

#### STATUTORY/LEGAL IMPLICATIONS:

Local Government Act 1995

#### POLICY IMPLICATIONS:

Nil

#### FINANCIAL IMPLICATIONS:

Schedule of Fees and Charges 2019/2020  
Budget 2019/2020

**STRATEGIC IMPLICATIONS:**

Nil

**VOTING REQUIREMENTS:**

Absolute Majority

**4198 OFFICERS RECOMMENDATION & COUNCIL DECISION**

Moved: Cr. G K B West

Seconded: Cr. G R Ball

That Council adopts the following amendments to the Wagin Homecare Schedule of Fees and Charges from the 1<sup>st</sup> April for the 2019/2020 financial year.

<b>HACC Program</b>				
<b>Support Service</b>	<b>Unit of Service</b>	<b>Level 1</b>	<b>Level 2</b>	<b>New Fee</b>
		<b>Fee for each client</b>		<b>1/04/2020</b>
<b>Support Services Included in Fee Cap</b>				
Domestic Assistance / Personal Care / Respite Care / Social Support	Per hour	\$8.00	Unit Cost per hour	\$10.00
Social Support Group	Per occasion	\$8.00	Unit Cost per hour	\$8.00
Centre Based Day Care (excludes transport and meal)	Per occasion	\$8.00	Unit Cost per hour	\$8.00
Nursing and Allied Health	Per occasion	\$8.00	Unit Cost per hour	\$8.00
Home Maintenance	Per hour	\$10.00	Unit Cost per hour	\$10.00
<b>Support Services Excluded from Fees Cap</b>				
Meals delivered at home or meals received at a centre*	Per meal	\$9.00 - One Course \$13.00 - Two Courses	Full cost of meal	\$9.00 - One Course \$13.00 - Two Courses
Home Modification**	Per job	\$ Variable	Unit Cost	\$ Variable
Podiatry	Per occasion	\$30.00	Unit Cost	\$30.00
<b>Transport***</b>				
Centre Based Day Care or Group Bus/Vehicle Transport	Per one way trip	\$2.50	Unit Cost	\$2.50
Up to 10 kms	Per one way trip	\$5.00	Unit Cost	\$5.00
11 kms to 30 kms	Per one way trip	\$8.00	Unit Cost	\$8.00
31 kms to 60 kms	Per one way trip	\$10.00	Unit Cost	\$10.00
61 kms to 99 kms	Per one way trip	\$15.00	Unit Cost	\$15.00
<b>Social Support</b>				
Volunteer Home Visits		Free	Free	Free
Telecross Telephone Support Services		Free	Free	Free

<b>Counselling, Support Information and Advocacy</b>				
Advisory, advocacy		Free	Free	Free
Counselling Support		Free	Free	Free
Carer Support		Free	Free	Free
<b>Other Support</b>				
Client Care Co-ordination		Free	Free	Free
Provision of Information		Free	Free	Free
Assessment and Review		Free	Free	Free
<b>Note</b>				
* These costs should be paid for by the client and there is no fee reduction				
** A negotiated fee linked to the cost of the job will apply				
*** Transport fees, kilometre ranges and aligning transport fees to income levels were reviewed and supported by a representative group of transport service providers				
Status		Level 1	Level 2	
Single		\$0 - \$50,000	More than \$50,001	
Couple Combined		\$0 - \$80,000	More than \$80,001	
Level 1 - Fees Cap \$64 per week				
Level 2 - Fees Cap \$154 per week				
<b>Note</b>				
Income Level 1 calculated using maximum income for full Aged Pension, Part Aged Pension and equivalent income				
Income Level 2 calculated using income limit for Commonwealth Seniors' Health Card (based on March 2013 Australian Government Age Pension maximum income rate increases)				
Carried by Absolute Majority 10/0				

**Note:** Cr Ball declared an interest in the below item and left the meeting at 8.38 pm

### 13.3 WAGIN AIRPORT HANGAR LEASES – PROPOSED CLAUSE INCLUSION

PROPONENT:	Chief Executive Officer
OWNER:	Shire of Wagin
LOCATION/ADDRESS:	Shire of Wagin
AUTHOR OF REPORT:	Chief Executive Officer
SENIOR OFFICER:	Acting Chief Executive Officer
DATE OF REPORT:	29 <sup>th</sup> January 2020
PREVIOUS REPORT(S):	Nil
DISCLOSURE OF INTEREST:	Nil
FILE REFERENCE:	CP.MT.1
ATTACHMENTS:	Wagin Airport Hangar Lease with the proposed inclusion of sub clause's 11.4 & 11.5

#### BRIEF SUMMARY:

Council had prepared, some time ago, leases for hangar sites at the Wagin Airport. There is no mention in the lease documents of any time frame for the hangars to be built. I believe that a time frame should be inserted in line with the duration of a building permit.

#### BACKGROUND/COMMENT

The proposed inclusion is below: -

- **Completion of Aircraft Hangar**

*The Lessee fails to erect an aircraft hangar on the Land within 2 years of the date commencement of this Lease*

- **Lapse of Building/Development Approval**

*Approval given to the Lessee by the Lessor for development or building of an aircraft Hangar on the Land lapses or otherwise becomes of no force or effect, whether by the effluxion of time or for any other reason whatsoever.*

*The Lessor may in addition to its other powers either re-enter the Premises and eject the Lessee and all other persons and repossess the Premises or cancel this Lease immediately by written notice to the Lessee, or both and thereupon this Lease will terminate but without prejudice to any action or other remedy which the Lessor has or might otherwise have for arrears of rent or breach of covenant or for damages as a result of any such event subject to compliance with the requirements of any applicable Statute.*

This will give Council a little more control over the hangar sites particularly if someone leases a site and does not build after a two-year period.

A two-year period was thought acceptable as the building permit is for that length of time. If someone has not completed their hangar in two years perhaps, they are not that keen to complete the building.

Inserting these clause's will be for all new and future leases. Those already signed are not affected.

**CONSULTATION/COMMUNICATION**

Shire President  
Wagin Aero Club  
Larina Piesse Barrister & Solicitor

**STATUTORY/LEGAL IMPLICATIONS:**

Nil

**POLICY IMPLICATIONS:**

Amendment to future hangar leases

**FINANCIAL IMPLICATIONS:**

Nil

**STRATEGIC IMPLICATIONS:**

Nil

**VOTING REQUIREMENTS:**

Simple

**4199 OFFICERS RECOMMENDATION & COUNCIL DECISION**

Moved: Cr. B L Kilpatrick

Seconded: Cr. W J Longmuir

That Council gives approval to insert the following clause's in all future hangar lease's at the Wagin Airport:

**Completion of Aircraft Hangar**

The Lessee fails to erect an aircraft hangar on the Land within 2 years of the date commencement of this Lease

**Lapse of Building/Development Approval**

Approval given to the Lessee by the Lessor for development or building of an aircraft Hangar on the Land lapses or otherwise becomes of no force or effect, whether by the effluxion of time or for any other reason whatsoever.

The Lessor may in addition to its other powers either re-enter the Premises and eject the Lessee and all other persons and repossess the Premises or cancel this Lease immediately by written notice to the Lessee, or both and thereupon this Lease will terminate but without prejudice to any action or other remedy which the Lessor has or might otherwise have for arrears of rent or breach of covenant or for damages as a result of any such event subject to compliance with the requirements of any applicable Statute.

Carried 9/0

**Note:** Cr Ball returned to the meeting at 8.40 pm.

**SHIRE OF WAGIN**

**(Lessor)**

AND

---

**(Lessee)**

---

**LEASE AGREEMENT**

---

**Larina Piesse Barrister & Solicitor**

PO Box 7

WAGIN WA 6315

TEL: (08) 9861 1226

REF: LP:14021

<b>CONTENTS</b>	<b>PAGE</b>
<b>1. Interpretation</b>	<b>3</b>
1.1 Definitions	3
1.2 General Interpretation	4
1.3 Contravention of Statute	5
<b>2. Rental and Charges</b>	<b>5</b>
2.1 Payment of Rent	5
2.2 Goods and services taxes	5
<b>3. Use of Land</b>	<b>6</b>
3.1 Permissible Use	6
3.2 Vehicles, Aircraft and Caravans	6
3.3 Clean	6
3.4 Laws and Rules	6
3.5 Nuisance and Structural Injury	7
<b>4. Assignment and Subletting</b>	<b>7</b>
4.1 Assignment Requirements	7
4.2 Release	7
4.3 Related Corporation	7
<b>5. Alterations Additions Repairs and Inspections</b>	<b>8</b>
5.1 Additions	8
5.2 Repair and Maintenance	8
5.3 Lessor's Power to View and Repair	9
5.4 Lessor's Power to Enter and Undertake Works	9
<b>6. Camping Restrictions</b>	
6.1 Camping on Land	9
<b>7. Insurance</b>	<b>9</b>
7.1 Lessee's insurance	9
7.2 Certificates of insurance	10
7.3 Lessee not to cause premium to increase	10
<b>8. Indemnities</b>	<b>10</b>
8.1 Risk of Lessee	10
8.2 Indemnity by Lessee	10
<b>9. Covenants of Lessor</b>	<b>10</b>
9.1 Quiet enjoyment	10
9.2 Consent and approval not be unreasonably withheld	10
9.3 Registration of Lease	11
<b>10. Surrender and Tenant's Fixtures</b>	<b>11</b>

10.1	Surrender of premises	11
10.2	Removal of fittings	11
<b>11.</b>	<b>Default and Cancellation</b>	<b>11</b>
11.1	Late Payments	11
11.2	Breaches	11
11.3	Insolvency	12
11.4	Completion of Aircraft hangar	12
11.5	Lapse of Building/Development Approval	12
<b>12.</b>	<b>Rent Review</b>	<b>12</b>
<b>13.</b>	<b>Amendments</b>	<b>12</b>
<b>14.</b>	<b>Entire Agreement</b>	<b>13</b>
<b>15.</b>	<b>Governing Law</b>	<b>13</b>
<b>16.</b>	<b>Notices</b>	<b>13</b>
	<b>Schedule</b>	<b>14</b>

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Shire of Wagin of 2 Arthur Road Wagin Western Australia (**the Lessor**) hereby lease the Land to the Lessee named in Item 1 of the Schedule (**Lessee**) for the term specified in Item 4 of the Schedule upon the following terms and conditions:

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**BACKGROUND:**

- A. The Land is a portion of a reserve in the vicinity of the Wagin airstrip and comprises an area of approximately 600 square metres.
- B. The Lessee wishes to lease the Land for the purpose of erecting and using an aircraft hangar.

**1. Interpretation**

**1.1 Definitions**

In this Lease the following expressions shall have the following meanings unless the context requires otherwise:

- (a) **Building** means the building (or buildings) erected upon the Land together with any extensions, alterations, modifications, additions or improvements subsequently made to the Building and also includes any part of the Building.
- (b) **CPI Rent Review** is a review of the then current annual Rent of the Land to an amount calculated by changing the Rent payable by the Lessee during the year immediately preceding the review date (disregarding any Rent free period or other incentive) by a percentage figure equal to the amount (expressed as a percentage) by which the Consumer Price Index (Eight Capitals – All groups) has changed during the one year period immediately preceding the relevant review date provided that if during the term the Consumer Price Index ceases to be published or substantially changes, the Lessor will select another similar index or indicator of changes in consumer costs in lieu of the Consumer Price Index for the purposes of this definition.
- (f) **Land** means the land described in Item 2 of the Schedule
- (g) **Lessee** includes its executors, administrators, successors, permitted assigns and where not repugnant to the context its servants, agents and licensees.
- (h) **Lessor** includes its executors, administrators, successors and assigns.
- (j) **Rent** means the rent amount per year set out in Item 3 of the Schedule as varied from time to time.

- 
- (k) Statute means any legislation now or hereafter in force of the Parliament of the Commonwealth of Australia or the Parliament of any State or Territory of Australia and any rule, regulation, ordinance, by-law, statutory instrument, order or notice now or hereafter made under such legislation including any enactments made in substitution for such legislation.

## 1.2 General Interpretation

- (a) Reference to one gender includes the other genders; a reference to a person includes an incorporated body and vice versa; the singular includes the plural and vice versa.
- (b) Where a party comprises more than one person, this Lease applies to all of them together and each of them separately.
- (c) Headings are for convenience of reference and shall not affect the interpretation of this Lease.
- (d) This Lease is written in plain English. The parties agree that its terms are to be interpreted to give commercial efficacy to the parties' arrangements. No rule resolving a doubt as to interpretation against the party preparing this Lease or any part of it shall apply. Any specific provisions will not limit the interpretation of general provisions.
- (e) Any express obligation on a party shall, unless otherwise stated, be performed at that party's expense.
- (f) If a provision of this Lease is void or voidable by either party or unenforceable, invalid or illegal but would not be void, voidable, unenforceable, invalid or illegal if it were read down, it shall be read down accordingly. If notwithstanding the foregoing a provision of this Lease is still void, voidable, unenforceable, invalid or illegal:
- (1) if the provision would not be void or voidable or unenforceable or invalid or illegal if a word or words as the case may be were severed, then that word or words are hereby severed; and
  - (2) in any other case, the whole provision is hereby severed and the remainder of this Lease has full force and effect.
- (g) To the extent that any terms or conditions implied by statute are inconsistent with the terms or conditions of this Lease any such implied terms and conditions are, unless not permitted by law, expressly excluded from this Lease.

---

### 1.3 **Contravention of Statute**

Any provision of this Lease which is void, voidable, unenforceable or invalid because of Statute (including the Act):

- (a) Must in each case and to such extent be severable from the Lease; and
  - (b) The Lease must be read as though such provision did not form part of the Lease at that time.
- 

## 2. **Rental and Charges**

### 2.1 **Payment of rent**

The Lessee shall pay the rent due under this Lease into such bank account as may be nominated by the Lessor from time to time or in the absence of such a nomination then to the Lessor or to such other person as may be nominated by the Lessor by cash or cheque at the time and in the manner set out in Item 3 of the Schedule and the Lessee shall make no deductions from such rent.

### 2.2 **Goods and services taxes**

- (a) In addition to all other amounts payable by the Lessee pursuant to this Lease the Lessee shall pay to the Lessor, at the same time as the relevant rent, outgoing, expense or other amount is due, all goods and services taxes, value added taxes, consumption taxes or other similar taxes, duties excises, surcharges, levies or imposts (collectively **GST**) charged or levied in respect of:
  - (1) rent paid or received pursuant to this Lease;
  - (2) any outgoings or other expenses incurred or paid by the Lessor and which are to be reimbursed by the Lessee to the Lessor pursuant to this Lease; and
  - (3) any other taxable supply by the Lessor (for which the Lessor is to receive consideration from the Lessee pursuant to this Lease) within the meaning of A New Tax System (Goods and Services Tax) Act 1999 or any other act amending or in substitution therefore (**GST Act**).
- (b) The parties acknowledge that the rent specified in Item 3 of the Schedule and reserved by this Lease from time to time is exclusive of the amount of GST charged, levied or payable from time to time in respect of the rent.

- 
- (c) Notwithstanding the above, if this Lease requires the Lessee to pay, reimburse or contribute to an amount paid or payable by the Lessor in respect of an acquisition from a third party for which the Lessor is entitled to an input tax credit under the GST Act, the amount for payment, reimbursement or contribution will be the GST-exclusive value of the acquisition by the Lessor plus, if the Lessor's recovery from the Lessee will be a taxable supply within the meaning of the GST Act, the GST payable in respect of that supply.
- (d) The Lessor shall provide to the Lessee a tax invoice in accordance with the GST Act in respect of any GST payable by the Lessee pursuant to this clause.
- 

### **3. Use of Land**

#### **3.1 Permissible Use**

The Lessee shall not use or permit to be used the Land for any purpose other than that set out in Item 5 of the Schedule. Without limiting the generality of this clause and for the avoidance of doubt, the Lessee shall not use or permit to be used the Land for the purpose of storage.

#### **3.2 Restrictions on Caravans and Storage of Fuel**

The Lessee shall not permit there to be present on the Land at any given point in time more than:

- (a) 1 caravan; and
- (b) 205 litres of fuel,

Any fuel situated on the Land must be secured in a container which is airtight and of material suitable for the safe storage of such fuel.

#### **3.3 Clean**

The Lessee shall keep the Land clean and tidy.

#### **3.4 Laws and Rules**

At its own expense the Lessee will observe and comply with the requirements of all laws and governmental rules affecting the Land and also with all lawful directions and orders or any public body or authority relating to the Land. The Lessee shall not do or omit to do anything in respect of the Land which could make the Lessor liable to pay a penalty or bear some expense incurred under any such laws, rules or orders.

### **3.5 Nuisance and Structural Injury**

The Lessee shall not use or permit the Land to be used or permit anything to be done on the Land which may constitute a public or private nuisance or waste.

---

## **4. Assignment and Subletting**

### **4.1 Assignment Requirements**

The Lessee covenants with the Lessor that the Lessee:

- (a) Will not assign sublet transfer or part with possession of the Land or any part of the Land or mortgage charge or encumber the Lessee's interest under this Lease without the written consent of the Lessor and the Minister for Lands.
- (b) Will at the time of applying for consent have remedied all existing breaches of which the Lessee has been advised in writing of (if any) on the part of the Lessee under this Lease.
- (c) Will before, or at the time of, applying for consent submit to the Lessor a true copy of all transfers assignments agreements and other instruments to be entered into in respect of any proposed dealing with this Lease or the Land or the Lessee's interest therein and in the case of a proposed transfer assignment or subletting the Lessee will submit evidence satisfactory to the Lessor that the proposed transferee assignee or subtenant is respectable responsible solvent and suitable.
- (d) Will, if so required by the Lessor, before any proposed assignment transfer or subletting is effected procure from the proposed assignee transferee or subtenant a direct covenant with the Lessor to observe the terms and conditions of this Lease and the performance of the Lessee's obligations under this Lease as the Lessor may require.

### **4.2 Release**

In the event that the Lessor provides its consent to an assignment of this Lease, the Lessee shall be released from its liabilities and obligations pursuant to this Lease as and from the date of assignment.

### **4.3 Related Corporation**

Notwithstanding clause 4.1, the Lessee may assign this Lease or sublet part or all of the Land to a body corporate related to it within the meaning of the Corporations Act 2001 without obtaining the consent of the Lessor.

---

## 5. Alterations Additions Repairs and Inspections

### 5.1 Additions

- (a) Subject to this clause, the Lessee may erect the following Buildings or structures on the Land:
  - (i) a Building for use as an aircraft hanger; and
  - (ii) a tank for the purpose of catching water.
- (b) The Lessee shall not commence construction of the Building unless:
  - (i) the Lessee provides to the Lessor plans and drawings of the proposed Building, such plans and drawings to be engineer certified; and
  - (ii) the Lessor gives its consent in writing for the construction of the proposed Building;
- (c) Any Building erected on the Land shall not be constructed with used or second-hand material.
- (d) Except for an attachment necessary to accommodate a generator, the Lessee shall not erect any external attachments to a Building on the Land

### 5.2 Repair and Maintenance

At all times during the term of this Lease the Lessee shall:

- (a) repair, clean and maintain the Land, Buildings and other additions so that they are kept in the same condition that they were in at the commencement of this Lease (or in the case of additions or installations made after the commencement of this Lease then in the same condition as when the relevant addition or installation was completed) fair wear and tear excepted;
- (b) keep the Land clean and free from rubbish and keep all garbage in proper receptacles and not overfill those receptacles;
- (d) promptly repair and replace all broken or damaged structures, caravans or vehicles situated on the Land; and
- (e) shall keep that part in a clean and tidy condition and keep and maintain any subsisting garden areas,

---

### 5.3 Lessor's Power to View and Repair

The Lessor and persons authorized by it may at all reasonable times upon giving prior reasonable notice to the Lessee enter the Land to inspect it. If the Lessee has not complied with any of the Lessee's obligations in relation to maintaining and repairing the Land, Buildings, additions or installations then the Lessor may serve on the Lessee a notice requiring the Lessee to undertake the requisite maintenance or repair work and if within a reasonable time of receiving such notice the Lessee does not undertake the requisite work then the Lessor or persons authorized by it may undertake such work and for that purpose the Lessor and persons authorized by it may enter the Land and remain on the Land until the requisite works have been completed. Any expenses or costs incurred in carrying out such work shall be immediately paid by the Lessee to the Lessor upon demand.

### 5.4 Lessor's Power to Enter and Undertake Works

Notwithstanding any other provision in this Lease, the Lessor and persons authorized by it may upon giving reasonable notice to the Lessee:

- (a) install, maintain, use, repair, alter and replace any of the Lessor's fixtures, fittings, plant and equipment on the Land;
- (b) carry out any other works as may be provided for in this Lease;

Provided always that in so doing the Lessor shall make reasonable endeavours to minimize inconvenience caused to the Lessee.

---

## 6. Camping Restrictions

### 6.1 Camping on Land

The Lessee may camp on the Land provided that:

- (a) The Lessee complies with all relevant provisions of the *Caravan Parks and Camping Grounds Regulations (WA) 1997*; and
- (b) The Lessee must not camp on the Land for more than 28 consecutive nights, provided that the Lessee may camp on the Land for more than 28 consecutive nights with the Lessor's consent.

---

## 7. Insurance

### 7.1 Lessee's insurance

At its own expense the Lessee shall maintain during the term of this Lease the following insurance:

- (a) A policy of public risk insurance with respect to the Land and the business or businesses carried on on the Land for a sum of not less than the amount specified in Item 7 of the Schedule.

**7.2 Certificates of insurance**

All policies of insurance shall be taken out with a recognized and reputable public insurance office and the Lessee shall provide the Lessor with copies of certificates of insurance in relation to the policies upon request.

**7.3 Lessee not to cause premium to increase**

The Lessee shall not do or fail to do anything which may increase the rate of premium payable under any policy of insurance taken out in respect of the Land.

---

**8. Indemnities****8.1 Risk of Lessee**

The Lessee agrees to occupy and use the Land and to enter the Land at its own risk. The Lessee releases the Lessor (and its agents, contractors and employees) from every claim and demand which may result from an accident damage or injury occurring on the Land. The Lessor shall not be released from liability where the accident, damage or injury is caused by the negligence or willful act of the Lessor.

**8.2 Indemnity by Lessee**

The Lessee indemnifies the Lessor and the Minister for Lands and will at all times keep the Lessor and the Minister for Lands indemnified against all costs, losses, damages or actions incurred by or brought against the Lessor and the Minister for Lands directly or indirectly arising from any action or non action whatsoever on the part of the Lessee or any of the Lessee's officers, employees, contractors, agents, invitees or licensees.

---

**9. Covenants of Lessor****9.1 Quiet enjoyment**

During the term of this Lease if the Lessee is not in default of its obligations and subject to any express provision in this Lease the Lessor shall allow the Lessee to peacefully and quietly occupy and enjoy the Land.

**9.2 Consent and approval not be unreasonably withheld**

The Lessor must not unreasonably withhold or delay its consent or approval where the Lessee is required to obtain the consent or approval of the Lessor pursuant to this Lease.

---

**9.3 Registration of Lease**

If so requested by the Lessee, the Lessor will allow this Lease to be registered at the relevant government office and for that purpose will produce the Certificate of Title for the Land at no charge to the Lessee.

---

**10. Surrender and Tenant's Fixtures****10.1 Surrender of land**

Upon expiry or the earlier cancellation of this Lease the Lessee shall remove its chattels, plant and machinery from the Land peacefully and quietly leave and surrender the Land to the Lessor free of occupants, clean and free from rubbish and in good and tenable condition (with damage caused by fair wear and tear, or in the nature of inevitable accident or causes beyond the control of the Lessee or its agents, employees, contractors or licensees being excepted).

**10.2 Removal of fittings**

Upon expiration or cancellation of this Lease or within seven (7) days after that date the Lessee may remove all fixtures and fittings belonging to the Lessee from the Land and shall make good any damage or disfigurement caused by such removal and any fixtures or fittings not so removed shall, if the Lessor so elects, become the absolute property of the Lessor.

---

**11. Default and Cancellation**

If any one or more of the following events occur namely:

**11.1 Late payments**

Any payments payable under this Lease by the Lessee are greater than fourteen (14) days late (provided a written demand has been made for such payment and the relevant arrears have not been paid within seven (7) days of such demand);

**11.2 Breaches**

Without limiting clause 11.1, the Lessee is in breach of any of the Lessee's obligations under this Lease and such breach continues for a period of fourteen (14) days following services of a written notice of such default; or

**11.3 Insolvency**

The Lessee, being a natural person is found guilty of any indictable offence or becomes bankrupt or commits an act of bankruptcy or an act which could give rise to the same, or, being a body corporate, an order is made or a resolution is passed for the winding up of the Lessee (except for the purpose of reconstruction or amalgamation with the Lessor's written consent, which shall not be unreasonably withheld), has an administrator appointed or a receiver or manager is appointed over or a mortgagee takes possession of any asset of the Lessee or if any proceedings are issued or event occurs intended to lead to any of those consequences or if any other action relating to insolvent debtors occurs in relation to the Lessee.

**11.4 Completion of Aircraft Hangar**

The Lessee fails to erect an aircraft hangar on the Land within 2 years of the date commencement of this Lease

**11.5 Lapse of Building/Development Approval**

Approval given to the Lessee by the Lessor for development or building of an aircraft Hangar on the Land lapses or otherwise becomes of no force or effect, whether by the effluxion of time or for any other reason whatsoever.

The Lessor may in addition to its other powers either re-enter the Premises and eject the Lessee and all other persons and repossess the Premises or cancel this Lease immediately by written notice to the Lessee, or both and thereupon this Lease will terminate but without prejudice to any action or other remedy which the Lessor has or might otherwise have for arrears of rent or breach of covenant or for damages as a result of any such event subject to compliance with the requirements of any applicable Statute.

---

**12. Rent Review**

The rent shall be reviewed at the times and in the manner specified in Item 6 of the Schedule.

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**13. Amendments**

Any amendment to a term of this Lease shall only be made in writing executed by the parties or duly authorized officers on behalf of the parties.

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**14. Entire Agreement**

The parties agree that the terms set out in this Lease contain their entire agreement notwithstanding any negotiations, documents or discussions which took place or were given prior to the execution of this Lease. This Lease replaces any other agreement between the parties.

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**15. Governing Law**

This agreement shall be construed according to the laws of the Jurisdiction and the parties submit themselves to the jurisdiction of the Courts of the Jurisdiction and any competent appellant Courts.

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**16. Notices**

Any written notice to be given by one party to the other shall be signed by the party giving the notice or by an officer or the duly authorized solicitor or agent of that party and shall be hand delivered or sent by prepaid post or sent by facsimile to the address of that party shown in this Lease or to a facsimile number at that address (or any other address or facsimile number that a party may advise in writing) and shall be deemed sufficiently given:

- (a) in the case of hand delivery on the date of delivery; or
  - (b) in the case of prepaid post two (2) business days after being sent by prepaid post; or
  - (c) in the case of facsimile on receipt by the sender of a successful transmission answerback.
-

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## Schedule

**Item 1                    The Lessee**

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**Item 2                    The Land**

That portion of Lot 1825 Reserve 37855 highlighted on the map(s) attached to this Lease and bearing the description :

“Lot/Hangar Number \_\_\_\_\_”

**Item 3                    The Rent and manner of payment**

Subject to the rent review provisions contained herein and clause 2.3, the annual rent will be \$400 plus GST and is payable in advance on the date of commencement of this Lease

**Item 4                    Term**

A term of 20 years commencing on the date of execution of this Lease Agreement

**Item 5                    Permissible Use**

The use and enjoyment of an aircraft hangar

**Item 6                    Rent Review**

Dates:                    each annual anniversary of the date of execution of this Lease Agreement

Method:                CPI Rent Review.

**Item 7                    Public Risk Insurance**

Twenty Million Dollars (\$20,000,00)

**Executed** on *(insert date)*

**LESSOR**

THE COMMON SEAL of )  
**THE SHIRE OF WAGIN** was )  
hereunto affixed in the presence )  
of: )

\_\_\_\_\_  
Shire President

\_\_\_\_\_  
Chief Executive Officer

**LESSEE**

In accordance with the Corporations Act 2001:

.....  
Director ..... Director/Secretary

.....  
Name (please print) ..... (Name please print)

SIGNED by the said Lessee )

)

---

In the presence of:- )

)

---

WITNESS – name & signature

### 13.4 WAGIN SPORTSGROUND AND RECREATION PRECINCT DEVELOPMENT MASTER PLAN

PROPONENT:	Shire of Wagin
OWNER:	Shire of Wagin
LOCATION/ADDRESS:	Wagin Sportsground and Recreation Precinct
AUTHOR OF REPORT:	Acting Chief Executive Officer
SENIOR OFFICER:	Acting Chief Executive Officer
DATE OF REPORT:	19 <sup>th</sup> February 2020
PREVIOUS REPORT(S):	26 <sup>th</sup> November 2019
DISCLOSURE OF INTEREST:	NA
FILE REFERENCE:	CP.DE.1
ATTACHMENTS:	Wagin Sportsground and Recreation Precinct Master Plan Under Separate Cover

#### BRIEF SUMMARY:

Council to receive and endorse the Sportsground and Recreation Precinct Masterplan Feasibility report, endorse Masterplan option 5 as the Shire's preferred development plan and issue the report for community comment.

#### BACKGROUND/COMMENT:

The Shire of Wagin engaged CCS Strategic in association with ADC Projects to prepare a masterplan for the redevelopment the Wagin Sportsground and Recreation Precinct. This precinct is home to many of the Wagin's sporting clubs and is the site for the Agricultural Society's annual Woolorama event, arguably the most significant event on Wagin's annual calendar.

The needs analysis report (part 1 of this study) reviewed a variety of previous development options (A, B C and D) for the precinct. A program of research, engagement and analysis was then undertaken to inform the range of development options that should be considered, and a series of new master plans, options 1, 2, 3 and 4, were devised addressing the expressed needs.

A draft feasibility report and the new master plans together with an order of probable cost for each option were presented to Council and community for consideration and comment. Feedback from the workshop presentations was then considered. The tennis and bowls clubs advised they had no desire to relocate to the Golf Course to create a Country Club and the Shire issued an instruction to create a new tennis, bowls, cricket and hockey social hub and associated playing facilities. This is a new option, not previously presented.

It became clear to the consultants that the feedback from the master plan options 1 through 4 as presented did not adequately respond to community need, in particular, to the ambition to create a sporting hub within the precinct. The Shire Councilors and senior staff, understanding and responding to this sense of dissatisfaction subsequently provided instruction to the consultants regarding the creation of a new sporting hub. The instruction is detailed below.

The instructions from Council were as follows:



### **Wagin Sportsground Precinct Redevelopment – Council Feedback/Position Council Meeting 26<sup>th</sup> November 2019**

Option 1 is the preferred option of Council with the following significant changes

- Build a new pavilion, tennis courts and bowling green and the eastern end of the showground as per shown on plan, this will cater for cricket, hockey, tennis and bowls.
- New Changerooms at the Eric Farrow Pavilion is not required.
- Council supports the new sportsground/showground road network, including the formation of Rifle North Road as a long-term strategy for the precinct. However, an alternative option to building Rifle Street North would be to continue on with Kitchener Street to the West through the new entry to Reeves Rd/Great Southern Highway (road to Narrogin)
- New Entry statements is not considered a priority.
- The existing Bowling Club and Tennis Club Land (excluding tennis club house) could be flagged for future aged care (Cottage) homes or other community use as required by the community and deemed by Council.

The final master plan, now presented as Option 5, provides this new social hub at the eastern end of the precinct for cricket and hockey - with playing surfaces remaining on the main oval - and for tennis and bowls, focused on new synthetic surface playing facilities to be established around the clubhouse. This option provides for the use of the tennis courts as a synthetic turf training facility for hockey, noting that inherent in this design is a decision not to pursue the development of a full-size synthetic hockey pitch.

This instruction, which rejects the notion of a sporting hub at the golf course (Options 1 and 2) or at the bowls club (Options 3 and 4) and proposes a new social hub at the eastern end of the precinct. It is proposed to occupy the site of the old scout hall, old basketball courts, education pavilion and public toilet block 41(a).

There was strong support recorded for the removal of the old scout hall and rationalisation of the public toilets. Removal of the rarely used basketball courts was considered acceptable and removal of the Education Pavilion will require an alternative accommodation to be sourced.

The second new element introduced by the instruction was the option of extending Kitchener Street to the west to intersect with Great Southern Highway / Reeves Road leading to Narrogin. This instruction has subsequently been interpreted by the consultants and is now presented as Option 5. It shows the new sporting hub in the east of the precinct and a new road leading to Great Southern Highway, together with a rationalisation of the balance of the site in response to the workshop feedback.

The Consultants have recommended the following:

**That the Shire of Wagin:**

- Receive this sportsground and recreation precinct masterplan feasibility study report
  - Endorse Masterplan Option 5 as the Shire's preferred redevelopment plan
  - Issue this report for further community comment
  - Undertake site survey and service location and capacity investigations
  - Undertake and lot boundary rationalisation exercise to ensure new buildings are contained on one land title and areas of property control and ownership are clearly delineated
  - Initiate discussions with the Wagin Agricultural Society to secure support for the extension of Kitchener Street to the west, across Lot 54 to connect with Great Southern Highway
  - **Make funding applications for:**
    - Road grants for the extension of Kitchener Street and internal east-west connector road
    - CSRFF grants for the construction of the new Sports Hub for tennis bowls, cricket and hockey
    - RED grants for new Woolorama pavilions
    - Racing and Wagering WA funding to replace the horse stalls with new multipurpose stalls, feed and equipment stores, public toilets and first aid room
  - Initiate discussions with tennis bowls, cricket and hockey with a view to establishing an incorporated Sports and Recreation Club with representation from all four sports to lease the new sports hub facilities, clearly outlining access rights and operational, maintenance and facility renewal costs. The annual lease fee should be set

The President of the Wagin Agricultural Society, Howie Ward, has requested that the community meet to discuss the final report. On that basis I believe the report should be made available to the community after the February Council meeting with a view to holding a final community meeting in mid-March after the 2020 Woolorama.

The author's recommendation to Council only covers the first three points of the consultant's recommendation, this is on the basis that they are the most critical at the moment.

**CONSULTATION/COMMUNICATION:**

CEO

Consultants

**STATUTORY/LEGAL IMPLICATIONS:**

Local Government Act 1995

**POLICY IMPLICATIONS:**

Nil

**FINANCIAL IMPLICATIONS:**

Council Budget 2019/2020 and future budgets.

**STRATEGIC IMPLICATIONS:**

3.4 Wagin Community Recreational Hub.

**VOTING REQUIREMENTS:**

Simple Majority

**OFFICERS RECOMMENDATION**

Moved: Cr.

Seconded: Cr.

That Council:

1. Receive and endorse this Sportsground and Recreation Precinct Masterplan Feasibility Study report.
2. Endorse Masterplan Option 5 as the Shire's preferred redevelopment plan.
3. Issue this report for further community comment with a view to conducting a final community meeting.

**COUNCIL DECISION**

Moved: Cr. G R Ball

Seconded: Cr. B S Hegarty

That Council:

1. Receive the Sportsground and Recreation Precinct Masterplan Feasibility Study report.
2. Endorse Masterplan Option 5 as the Shire's preferred redevelopment plan.
3. Issue this report for further community comment with a view to conducting a final community meeting.

**AMENDMENT**

Moved: Cr. G K B West

That the following part of the motion be deleted

That Council:

1. Receive the Sportsground and Recreation Precinct Masterplan Feasibility Study report.
2. ~~Endorse~~ Masterplan Option 5 as the Shire's preferred redevelopment plan.
3. Issue this report for further community comment with a view to conducting a final community meeting.

Lapsed due to want of a seconder

**4200 COUNCIL DECISION**

Moved: Cr. G R Ball

Seconded: Cr. B S Hegarty

That Council:

1. Receive the Sportsground and Recreation Precinct Masterplan Feasibility Study report.
2. Endorse Masterplan Option 5 as the Shire's preferred redevelopment plan.
3. Issue this report for further community comment with a view to conducting a final community meeting.

Carried 9/1

### 13.5 LA LUMIERE (LONG TABLE DINNER) COUNCIL CONTRIBUTION

PROPONENT:	Shire of Wagin
OWNER:	N/A
LOCATION/ADDRESS:	Shire of Wagin
AUTHOR OF REPORT:	Acting Chief Executive Officer
SENIOR OFFICER:	Acting Chief Executive Officer
DATE OF REPORT:	18 <sup>th</sup> February 2020
PREVIOUS REPORT(S):	N/A
DISCLOSURE OF INTEREST:	N/A
FILE REFERENCE:	N/A
ATTACHMENTS:	Nil

#### BRIEF SUMMARY:

Council to authorise and commit a \$2,500 contribution to support the long table dinner event – la lumiere in the 2020/2021 financial year.

#### BACKGROUND/COMMENT:

In 2018 the Shire was the lead agency in the inaugural la lumiere – long table dinner event, it was marketed as a Shire community event with Council's responsibility to hold community events for the public and also attract visitors to Wagin and showcase our town.

The inaugural la lumiere was a great success with one hundred and eighty people in attendance, who enjoyed a fabulous night of gourmet locally grown produce and great entertainment.

The event was organised by a very talented and enthusiastic community committee with Councilor West and two staff providing the Shire support on the Committee. Council also provided \$2,500 in cash and in-kind support as well as administration support. The cost of the event is just over \$30,000 with attendees contributing to the majority of the cost through ticket sales.

The Committee agreed that the event should be held every two years with the second installment planned for October this year. Before holding the first la lumiere committee meeting in March the author would like to advise that Council is again supporting the community event through a 2020/2021 budget allocation.

Should Council agree to financially support the event as part of the 2020/2021 budget then it will have to be a resolution carried by Absolute Majority of Council and it would become a committed expenditure in next year's Council Budget.

#### CONSULTATION/COMMUNICATION:

Shire President  
Chief Executive Officer



**Note:** Cr J Reed declared an interest in the below item and left the meeting at 8.55 pm

### 13.6 COMMITTEE NOMINATIONS – WAGIN FRAIL AGED HOMES / WARATAH LODGE

PROPONENT:	Acting Chief Executive Officer
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:	13 <sup>th</sup> February 2020
PREVIOUS REPORT(S):	Nil
DISCLOSURE OF INTEREST:	Nil
FILE REFERENCE:	CS.SP.23
ATTACHMENTS:	Letter of resignation – Council Committee Member

#### BRIEF SUMMARY:

To appoint a Councillor to the Board of Wagin Frail Aged/Waratah Lodge as Council's representative.

#### BACKGROUND/COMMENT

A letter has been received from the Chairman of the Wagin Frail Aged Board advising that Cr Sherryl Chilcott, Council's representative appointed to their board, has resigned.

The Wagin Frail Aged/Waratah Lodge Board is made up of nine members with one member to come from Shire of Wagin Council. As a result of this resignation Council will need to appoint a new Councillor as Council's representative to the Wagin Frail Aged / Waratah Lodge Board.

#### CONSULTATION/COMMUNICATION

Shire President

#### STATUTORY/LEGAL IMPLICATIONS:

Local Government Act 1995

#### POLICY IMPLICATIONS:

Nil

#### FINANCIAL IMPLICATIONS:

Nil

#### STRATEGIC IMPLICATIONS:

Nil

#### VOTING REQUIREMENTS:

Absolute Majority

**4202 OFFICERS RECOMMENDATION & COUNCIL DECISION**

Moved: Cr. G R Ball

Seconded: Cr. W J Longmuir

That Cr Hegarty be appointed as Council's representative to the Board of Wagin Frail Aged / Waratah Lodge until October 2021.

Carried by Absolute Majority 9/0

**Note:** Cr J Reed returned to the meeting at 9.02 pm

SHIRE OF WAGIN

03 FEB 2020

RECEIVED

6 Arnott Street  
WAGIN WA 6315

PO Box 325  
WAGIN WA 6315



WAGIN FRAIL AGED Inc

Established 1984

Tel 08 9861 1755  
Fax 08 9861 1766

28 January 2020

Mr Peter Webster  
Chief Executive Officer  
Shire of Wagin  
Wagin WA 6315

Dear Peter

We wish to advise the Board of Wagin Frail Aged Inc. has received the resignation of Councillor Sherry Chilcott from the Board effective 23 December 2019.

Our thanks to Councillor Chilcott for the time and energies she gave to this organisation.

It would be appreciated if the Council could address and nominate another Councillor in her place.

Waratah is in a difficult position at the moment but we are confident we can turn it around. From our perspective it is important to keep the Shire apprised of the continued progress of the organisation.

Sincerely,

Geoff West  
Chairman  
Board Wagin Frail Aged Inc.

### 13.7 TOWNSCAPE ENHANCEMENT COMMITTEE – APPOINTMENT OF COMMITTEE MEMBER

PROPONENT:	Deputy Chief Executive Officer
OWNER:	Shire of Wagin
LOCATION/ADDRESS:	Wagin
AUTHOR OF REPORT:	Acting Chief Executive Officer
SENIOR OFFICER:	Acting Chief Executive Officer
DATE OF REPORT:	13 <sup>th</sup> February 2020
PREVIOUS REPORT(S):	Nil
DISCLOSURE OF INTEREST:	Nil
FILE REFERENCE:	CS.SP.16
ATTACHMENTS:	Email from A Rowell – Wagin Action Group

#### BRIEF SUMMARY:

To appoint one new member to the Townscape Enhancement Committee.

#### BACKGROUND/COMMENT

An email has been received from the Anthony Rowell from the Wagin Action Group requesting to nominate one of their members to the Townscape Enhancement Committee.

The committee currently consists of three Councillors, two members of the Chamber of Commerce and three community members. The committee has been very active over the last couple of years and due to the number of members can struggle to obtain a quorum.

There has been a push to recruit new members, recently Council appointed two new members from the Chamber of Commerce and the Wagin Action Group has also been asked to provide a member, particularly with the group's involvement with the Wetlands Park Playground Development.

The Wagin Action Group has put forward Lance Mudgway to join the Committee, Mr Mudgway is long standing Wagin resident and previously held the role as the Co-ordinator of the Wagin Woodanilling Landcare Zone.

The Author is recommending that the Townscape Enhancement Committee be expanded to include one delegate from the Wagin Action Group, with the appointment of Mr Lance Mudgway.

#### CONSULTATION/COMMUNICATION CEO

#### STATUTORY/LEGAL IMPLICATIONS: Local Government Act 1995

#### POLICY IMPLICATIONS: Nil

#### FINANCIAL IMPLICATIONS: Nil

**STRATEGIC IMPLICATIONS:**

Nil

**VOTING REQUIREMENTS:**

Absolute Majority

**4203 OFFICERS RECOMMENDATION & COUNCIL DECISION**

Moved: Cr. D G Reed

Seconded: Cr. S M Chilcott

That the Townscape Enhancement Committee be expanded to include one delegate from the Wagin Action Group.

Carried by Absolute Majority 10/0

**4204 OFFICERS RECOMMENDATION & COUNCIL DECISION**

Moved: Cr. D G Reed

Seconded: Cr. B L Kilpatrick

That Lance Mudgway be appointed as the delegate to the Townscape Committee from the Wagin Action Group as requested.

Carried by Absolute Majority 10/0

**Brian Roderick**

---

**From:** krrowell@wn.com.au  
**Sent:** Monday, 16 December 2019 8:11 PM  
**To:** Brian Roderick  
**Subject:** Re: Townscape Enhancement Committee

Hi Brian

We had a WAG's meeting last week and Lance Mudgeway said he will like to join the Townscape Committee. He's a really keen WAG's member so I think he will be a great addition to this committee. I assume there aren't anymore meetings this year so you can let him know when the next meeting is next year.

Thanks

Anthony

**From:** Brian Roderick  
**Sent:** Friday, November 15, 2019 4:03 PM  
**To:** krrowell@wn.com.au  
**Cc:** Peter Webster ; Donna George  
**Subject:** Townscape Enhancement Committee

Hi Rowelly, how are you mate.

The Townscape Committee had to reschedule its planned meeting to Monday 18<sup>th</sup> November due to a lack of a quorum. Hopefully on Monday a recommendation will be made to the November Council meeting regarding engaging a Wetlands Park Landscape Architect.

Aloo, with the recent Council elections we are looking for new community members to come on to the Townscape Committee for the next 2 years, with the Wetlands Park Playground Development being a major project of this Committee I was wondering if WAG's would like to nominate a member to go on the Townscape Committee?

Regards,

**Brian Roderick**  
 Deputy Chief Executive Officer  
 Shire of Wagin  
 Email: [dceo@wagin.wa.gov.au](mailto:dceo@wagin.wa.gov.au)  
 Mob 0427 081 265  
 Ph (08) 9861 1177  
 Fax (08) 9861 1204



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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**13.8 COMMITTEE APPOINTMENTS – CR DAVE ATKINS**

PROPONENT:	Acting Chief Executive Officer
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:	18 <sup>th</sup> February 2020
PREVIOUS REPORT(S):	Nil
DISCLOSURE OF INTEREST:	Nil
FILE REFERENCE:	GV.CO.3
ATTACHMENTS:	List of Current Committees

**BRIEF SUMMARY:**

To appoint newly elected Councillor, Dave Atkins to selected Committees of Council and other Committees.

**BACKGROUND/COMMENT**

Council held its bi-annual elections in October last year and all elected Councillors were sworn in at a special meeting on the 22<sup>nd</sup> October, this was followed by all Councillors being appointed to the various Council Committees and other Committees.

Through the election process Council received one less nominee than the vacant positions so an extra-ordinary election was held in January for the one position, through this process Mr Dave Atkins was elected and Cr Atkins was sworn in late January.

In accordance with the Local Government Act, Cr Atkins will now need to be appointed to the various Committees of Council and other Committees as per his interests or requests. However, there are some Committees that have quotas and have already been filled.

Cr Atkins can convey his Committee interests and selections at the February meeting and then Council appoint him to the relevant committees.

**CONSULTATION/COMMUNICATION**

Shire President

**STATUTORY/LEGAL IMPLICATIONS:**

Local Government Act 1995

**POLICY IMPLICATIONS:**

Nil

**FINANCIAL IMPLICATIONS:**

Nil

**STRATEGIC IMPLICATIONS:**

Nil

**VOTING REQUIREMENTS:**

Absolute Majority

**4205 OFFICERS RECOMMENDATION & COUNCIL DECISION**

Moved: Cr. G R Ball

Seconded: Cr. G K B West

That Cr Dave Atkins be appointed to the following Committees until October 2021:

- 1) Asset Management Committee
- 2) Townscape Enhancement Committee
- 3) Waste Management Committee
- 4) Sportsground Advisory Committee
- 5) CATS Committee (Proxy)

Carried by Absolute Majority 10/0

<b>COMMITTEE</b>	<b>DELEGATES</b>	<b>MANAGER</b>
<b>COUNCIL</b>		
<b>Finance and General Purposes Committee</b>	Blight, Ball, J Reed, Kilpatrick & Hegarty	MF
<b>Works and Service Committee</b>	West, Ball, J Reed, Kilpatrick & Longmuir	MOW
<b>Asset Management Committee</b>	West, D Reed, Chilcott & J Reed	
<b>Audit Committee</b>	Blight, Ball, J Reed, Kilpatrick and Hegarty	MF
<b>4WDL</b>	Blight & Hegarty	CEO
<b>CEO Review Committee</b>	Blight & Ball	CEO
<b>Great Southern Regional Waste Group</b>	CEO & West	
<b>Airport Development</b>	West, Blight, Chilcott, Lucas & Kilpatrick	CEO
<b>Bushfire Advisory Committee</b>	Blight & Lucas	CEO
<b>Roadwise / LEMC &amp; Safer WA Committee</b>	Blight & Lucas	CEO
<b>Sportsground Advisory / Recreation Centre Management Committee</b>	West, D Reed, Chilcott and Longmuir	DCEO
<b>Tourism and Promotion</b>	West & Chilcott	CEO
<b>Townscape Enhancement Committee</b>	West, D Reed & Chilcott	DCEO
<b>Waste Management and Recycling Committee</b>	J Reed, Lucas & West	PEHO/CEO
<b>Wagin/ Woodanilling Landcare Zone</b>	Kilpatrick & CEO	
<b>WALGA Central Zone</b>	Blight, Ball (Kilpatrick – proxy)	CEO
<b>Lakes Sub – Regional Road Group</b>	TBA	CEO
<b>OTHER</b>		
<b>Civic Awards Committee</b>	Blight, Ball & CEO	CEO
<b>Community Bus Committee</b>	West	DCEO
<b>Economic Development Advisory Committee</b>	Blight, J Reed & Longmuir	CEO
<b>Community Centre Committee</b>	Lucas	
<b>Community Resource Centre</b>	D Reed	
<b>Cottage Homes Committee</b>	West & J Reed	
<b>Development Assessment Panels</b>	West & Ball (Kilpatrick & Hegarty – proxy)	
<b>Frail Aged Homes Committee/Warratah</b>	Chilcott	
<b>Historical Village Committee</b>	J Reed & Chilcott	
<b>Piesseville Hall</b>	Blight	
<b>Parents &amp; Citizens Association</b>	Longmuir	
<b>School Bus Committee</b>	Ball	
<b>Woolorama Committee</b>	Kilpatrick (West – Proxy)	

**13.9 CHANGE OF ROAD NAME GINN TO STOTT ROAD**

PROPONENT:	Shire of Wagin
OWNER:	Shire of Wagin
LOCATION/ADDRESS:	Ginn Rd
AUTHOR OF REPORT:	Chief Executive Officer
SENIOR OFFICER:	Acting Chief Executive Officer
DATE OF REPORT:	21 <sup>st</sup> January 2020
PREVIOUS REPORT(S):	Nil
DISCLOSURE OF INTEREST:	Nil
FILE REFERENCE:	RD.NA.1
ATTACHMENTS:	Copy of advert

**BRIEF SUMMARY:**

Public comment was sort for the renaming of Ginn Road to Stott Road. The proposal was advertised from 20<sup>th</sup> November 2019 until 16<sup>th</sup> January 2020, in both the Western Australian and local papers. No comment was received

**BACKGROUND/COMMENT**

A request was made to rename Ginn Road to Stott Road. The Stott family have been in the district since the early 1900's and continue to farm in the district. The Stott family farm either side of the road in question. Mr Ginn was the Shire Engineer for a period of time and his name was used to name a "track" that existed between Dongolocking Road and Gundaring Road North.

As no objections have been received, I am requesting that Council submit the proposal to change the name to the Geographical Names Committee for consideration.

**CONSULTATION/COMMUNICATION**

Geographical Names Committee  
Staff  
Stott Family  
Joe Douglas - Planner

**STATUTORY/LEGAL IMPLICATIONS:**

Name change through Main Roads of WA

**POLICY IMPLICATIONS:**

Nil

**FINANCIAL IMPLICATIONS:**

Nil

**STRATEGIC IMPLICATIONS:**

Nil

**VOTING REQUIREMENTS:**

Simple

**4206 OFFICERS RECOMMENDATION & COUNCIL DECISION**

Moved: Cr. G K B West

Seconded: Cr. B L Kilpatrick

That Council, after seeking public comments regarding the road name change, submit the proposal to change Ginn Road to Stott Road to the Geographical Names Committee for consideration.

Carried 10/0



**Shire of Wagin  
PROPOSAL TO CHANGE ROAD NAME  
Ginn Road to Stott Road**

Public comment is sought for the proposal to change a road name in the Collanilling area of the Shire of Wagin. Council are considering the name change from Ginn to Stott Road.

The reason for the name change is that the Stott Family have been farming in the Collanilling area for over 100 years and have been involved in Shire & social activities in the Collanilling area during that time.

Ginn Road was named in 2005 and is after Mr Ken Ginn who was employed by the Shire of Wagin for 8 years in the late 1970's and worked in local Government in the State of WA for over 3 years.

Comments can be submitted to [ceo@wagin.wa.gov.au](mailto:ceo@wagin.wa.gov.au) or to Chief Executive Officer, Shire of Wagin PO Box 200 Wagin 6315 by the 16<sup>th</sup> January 2020.

Further information can be obtained by contacting Peter Webster CEO on 98611177.

Peter Webster  
CHIEF EXECUTIVE OFFICER

**Note:** Cr J Reed declared an interest in the below item and left the meeting at 9.09 pm

**13.10 DEVELOPMENT APPLICATION – EXISTING UNAUTHORISED TRANSPORT DEPOT (RETROSPECTIVE), PROPOSED SECOND – HAND TRANSPORTABLE STAFF ACCOMODATION BUILDING (ANCILLARY ACCOMODATION) & NEW ABLUTION BUILDING**

PROPONENT:	Mr Kim Harris on behalf of Peter Spurr (Landowner)
OWNER:	Mr Peter Spurr (Landowner)
LOCATION/ADDRESS:	Lot 452 Tudhoe Street, Wagin
AUTHOR OF REPORT:	Mr Joe Douglas – Consultant Town Planner (Exurban Rural & Regional Planning)
SENIOR OFFICER:	Acting Chief Executive Officer
DATE OF REPORT:	19 <sup>th</sup> February 2020
PREVIOUS REPORT(S):	Nil
DISCLOSURE OF INTEREST:	Nil
FILE REFERENCE:	LP.NO.3, A441
ATTACHMENTS	Attachment 1

### SUMMARY

This report recommends that a development application submitted by Mr Kim Harris on behalf of Mr Peter Spurr (Landowner) seeking Council's retrospective approval for an existing unauthorised 'transport depot' on Lot 452 Tudhoe Street, Wagin as well as the proposed placement of a second-hand staff accommodation building on the land for ancillary accommodation purposes and construction of a new associated ablution building be approved subject to conditions.

### BACKGROUND

The applicant is seeking Council's development approval to:

- i) formalise an existing unauthorised 'transport depot' on Lot 452 Tudhoe Street, Wagin (i.e. retrospective approval);
- ii) place a second-hand staff accommodation building on the land for ancillary accommodation purposes to support the existing transport depot use; and
- iii) construct a new ablution building for the benefit of those employed and accommodated on the land.

A complete copy of the application received, including supporting documentation and plans, is provided in Attachment 1.

Lot 452 is located in the north-eastern extremities of the Wagin townsite immediately adjacent to the townsite boundary. The land is irregular in shape and comprises a total area of approximately 8.13 hectares.



*Location & Lot Configuration Plan (Source: Landgate 2020)*

Whilst the property has direct frontage to Tudhoe Street along its northern boundary, all access to and from the land is via Stewart Road along its eastern side boundary which is a sealed and drained local road under the care, control and management of the Shire (i.e. direct access to/from Tudhoe Street is not permitted without Main Roads WA approval due to its classification as a State Road under the care, control and management of that agency). Council should note both Tudhoe Street and Stewart Road have been rated by Main Roads WA as being suitable to accommodate RAV 4 category heavy vehicles which are larger than those associated with the existing unauthorised transport depot on Lot 452.

Lot 452 has been extensively cleared as a result of its historical development and use for broadacre agricultural purposes (i.e. cropping & grazing). Notwithstanding this fact, the land contains a few large trees that have been retained in its north-eastern segment as well as small stands of vegetation retained and planted in strategic locations in its southern parts for visual screening purposes.

Lot 452 contains a number of physical improvements associated with its current use including:

- i) a previously approved single detached dwelling and outbuilding in its north-eastern segment which are understood to be occupied and used by the current landowner;
- ii) a 378m<sup>2</sup> workshop building, smaller storage shed, sea container and rainwater tank in its south-eastern segment which form an integral part of the existing unauthorised transport depot use;
- iii) A large unsealed gravel hardstand area in its south-eastern segment used for heavy vehicle access and parking purposes, including a 21,000 litre bunded fuel storage facility and loading ramp in its southern parts;
- iv) At least four (4) entry / exit points to Stewart Road comprising gravel crossovers; and
- v) Boundary fencing, access gates and firebreaks.

Immediately adjoining and other nearby uses are described as follows:

- North: the Tudhoe Street road reserve with a mix of rural living and broadacre agricultural activities beyond including an existing approved transport depot on Lot 435 Ware Street;

- South: the Vernal Street road reserve (unconstructed) with broadacre agriculture and an operational railway line beyond;
- East: rural industry type activities (i.e. grain milling works) with broadacre agriculture beyond; and
- West: a mix of rural living and small-scale broadacre agricultural activities with light industrial development beyond.

### COMMENT

#### Current Zoning & Land Use Permissibility

Lot 452 is classified 'Rural' zone under the Shire of Wagin's current operative Local Planning Scheme No.2 (LPS2).

A key objective of the land's 'Rural' zoning classification is to accommodate agricultural, single residential and public recreation uses. Other uses listed in the Zoning Table of LPS2 may be permitted at the discretion of Council if they are considered to be an integral part of the rural environment and where Council is satisfied they will benefit the community and not result in being a nuisance.

Under the terms of the Zoning Table the development and/or use of any land in the Scheme Area classified 'Rural' zone for the purposes of a 'Transport Depot' and 'Ancillary Accommodation' are listed as discretionary (i.e. 'D') uses which means they are not permitted unless Council has exercised its discretion by granting development approval.

Having regard for the location, nature and scale of the existing and proposed development and use of the subject land for the intended purposes, the broader economic benefits to the local community, including farmers, and the fact no complaints have been received from adjoining or other nearby landowners regarding the existing transport depot operations, the reporting officer has concluded the proposal is generally consistent with the objectives of the land's 'Rural' zoning classification in LPS2 and may therefore be supported and approved by Council.

#### Compliance with Development Standards

LPS2 does not contain any specific standards governing the development and use of any land classified 'Rural' zone for the purposes of a 'transport depot' or 'ancillary accommodation'. As such the application has been assessed with due regard for the general development standards contained in LPS2 as well as Shire's Health, Building & Planning Policy Nos.9 & 22 entitled 'Relocated Buildings and Dwellings' and 'Rural Zone Building Setbacks'.

Given the information submitted in support of the application and advice received from Main Roads WA confirming the suitability of all heavy vehicle access arrangements to / from the land, the reporting officer has concluded the proposal satisfies or is capable of satisfying the various general development standards prescribed in LPS2 and all associated policies.

Notwithstanding this conclusion, Council may wish to impose a condition on any development approval ultimately granted requiring the planting of suitable additional vegetation in strategic locations on the land to screen the proposed transport depot use and all associated improvements from public view (i.e. the land's Tudhoe Street frontage). This recommendation can be attributed to the requirements of clause 31(2) of LPS2 as it applies to the planting of additional vegetation where it is considered necessary to improve the visual appearance of any given development proposal and the fact Tudhoe Street is a State Road and designated tourist route. Council should note a condition along these same lines was recommended and ultimately imposed on the development approval issued in March 2017 for the existing transport depot on Lot 435 Ware Street located a few hundred metres to the north.

### Buffer Separation Distance to Nearby Sensitive Land Uses

The application has been assessed with due regard for State Planning Policy 4.1 entitled 'State Industrial Buffer Policy' and the Environmental Protection Authority's (EPA's) Guidance Statement No.3 entitled 'Separation Distances between Industrial and Sensitive Land Uses'.

A key objective of the State planning framework is to ensure an adequate separation distance is achieved and maintained between industrial and residential areas, including other sensitive land uses, to guard against noise, dust, gas, odour, fumes, lighting overspill and other potential risk factors and in so-doing maintain the amenity of any nearby sensitive uses at acceptable levels.

The EPA's Guidance Statement No.3 recommends that all transport depots be sited in locations where a 200 metre radius buffer to the nearest sensitive land use/s can be achieved. In this particular case the proposed transport depot on Lot 452 is located approximately 165 metres from an existing dwelling on Lot 5 (No.11) Stewart Road, Wagin which is slightly less than that recommended by the EPA.

Advice received from the Department of Water and Environmental Regulation (DWER) indicates the scale of the proposed development and use of Lot 452 for the intended purpose is relatively minor and therefore unlikely to give rise to any serious external impacts. This view is supported by the fact the Shire has no record of any formal complaints arising from the existing unauthorised use of the land since it began in 2007.

Council should note Lot 452 is also located within the 500 metre buffer area surrounding Unigrain Pty Ltd's existing grain milling operations located immediately east on the opposite side of Stewart Road. The establishment of a transport depot within this existing buffer area is consistent with the guidance provided in State Planning Policy 4.1 which seeks to encourage the co-location of industrial uses to contain all associated buffer areas and minimise any external impacts on any nearby sensitive land uses.

It's clear from reviewing the information submitted in support of the application that the owner of Lot 452 has been mindful of the potential negative impacts arising from the current use of the land and has taken steps to reduce them in-so-far as possible. This includes the siting of the transport depot and all associated improvements at the rear of the property behind existing stands of vegetation with suitable boundary setbacks to help screen the use from public view, various basic measures to help suppress dust, bunding of the fuel storage area, undertaking only basic servicing, maintenance and repair works to heavy vehicles, the provision of an oil waste recovery system and construction of a proposed new vehicle washdown bay including all associated infrastructure.

In light of all of the above it is contended the establishment and operation of a transport depot on Lot 452 is generally consistent with other existing industrial type land uses in the immediate locality, small in scale and therefore unlikely to have any significant impacts in terms of noise, dust and other emissions if managed appropriately. As such it is recommended that Council include a number of suitably worded conditions on any approval issued to ensure the applicant continues implementing various measures to minimise any potential external impacts.

### **CONCLUSION**

It is concluded from a detailed assessment of the application that the current unauthorised use of Lot 452 Tudhoe Street, Wagin for 'transport depot' purposes as well as the proposed placement of a second-hand staff accommodation building on the land for ancillary accommodation purposes and construction of a new associated ablution building are unlikely to have any negative impacts on the general amenity, character, functionality and safety of the immediate subject to compliance with a number of conditions. It is therefore recommended that the application be conditionally approved.

### STATUTORY ENVIRONMENT

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

### POLICY IMPLICATIONS

- State Planning Policy 4.1 - State Industrial Buffer Policy
- EPA Guidance Statement No.3 - Separation Distances between Industrial and Sensitive Land Uses
- Shire of Wagin Health, Building & Planning Policy No.9 - Relocated Buildings and Dwellings
- Shire of Wagin Health, Building & Planning Policy No.22 - Rural Zone Building Setbacks

### COMMUNITY CONSULTATION

Not required or deemed necessary. The application was however referred to Main Roads WA for comment and was the subject of discussions with the Department of Water and Environmental Regulation regarding the proposal's general suitability and future possible impacts.

### FINANCIAL IMPLICATIONS

All costs associated with the proposed development and use of the land are the responsibility of the landowner. Whilst Stewart Road is in a good state of repair and doesn't appear to have suffered any damage as a direct consequence of the unauthorised transport depot use, the Shire is expected to continue maintaining this road and may over time need to upgrade it at its own cost despite the increased level of usage and associated wear and tear. This can be attributed to the fact there are no provisions in the Shire's local planning framework that enable Council to reasonably and equitably impose conditions on any development approval issued requiring the landowner to contribute to these costs on an apportioned basis with other adjoining landowners according to the level of usage and any associated impacts. Should Council seek to do so there's a risk any such condition/s could be deemed invalid by the State Administrative Tribunal in the event of an appeal by the landowner.

### STRATEGIC IMPLICATIONS

Council's support for the development and use of the subject land for 'transport depot' and 'ancillary accommodation' purposes is consistent with the aims and objectives of the Shire of Wagin Strategic Community Plan 2018 to 2028 as they apply specifically to the following activities and strategies:

#### 1.0 Economic Development

- *Support the development of diverse commercial properties to support the attraction and retention of small business and housing of key workers in the region.*

#### 3.0 Community Services & Social Environment

- *Support development initiatives for housing options for residents from all age groups.*

#### 4.0 Town and Natural Environment

- *Improve waste management in town and Shire*

#### 5.0 Council Leadership

- *Support for business growth and related infrastructure through consultation, grants and incentives.*
- *Promote Wagin as a business-friendly town.*

**CULTURAL IMPLICATIONS**

Nil

**VOTING REQUIREMENTS**

Simple majority required.

**OFFICERS RECOMMENDATION**

That the development application submitted by Mr Kim Harris on behalf of Mr Peter Spurr (Landowner) seeking Council's retrospective approval for an existing unauthorised 'transport depot' on Lot 452 Tudhoe Street, Wagin as well as the proposed placement of a second-hand staff accommodation building on the land for ancillary accommodation purposes and construction of a new associated ablution building be **APPROVED** subject to compliance with the following conditions and advice notes:

Conditions

1. The proposed development and use of Lot 452 shall be undertaken in a manner consistent with the information and plans submitted in support of the application unless otherwise approved by Council.
2. Any additional development and/or usage which is not in accordance with the application the subject of this approval or any condition of approval will require the further approval of Council.
3. The proposed development shall be completed in its entirety within one (1) year from the date of this approval unless otherwise approved by Council.
4. A maximum of six (6) trucks / prime movers and twelve (12) trailers may kept on the land at any one time unless otherwise approved by Council.
5. All heavy vehicle access to/from Lot 452 associated with the transport depot use shall be via Stewart Road along the land's eastern side boundary. No direct heavy vehicle access is permitted via Tudhoe Street along the land's northern side boundary unless otherwise approved by Council in consultation with Main Roads WA.
6. The two (2) driveway crossovers to Lot 452 from Stewart Road along the land's eastern side boundary as shown on the site development plan submitted in support of the application shall be constructed and maintained to the specifications and satisfaction of the Shire's Chief Executive Officer in consultation with the Shire's Manager of Works.
7. All trafficable areas on the land associated with the transport depot use shall be graded and stabilised if and where required to the specifications and satisfaction of the Shire's Chief Executive Officer in consultation with the Shire's Manager of Works.
8. The landowner shall continually monitor any dust generated by the works and/or uses approved by this application and implement suitable measures in accordance with any relevant Environmental Protection Authority and Department of Water and Environmental Regulation regulations, policies, guidance statements or guidelines to ensure any dust impacts are appropriately managed and controlled.
9. In the event dust generated by the works and/or uses approved by this application becomes an issue of concern to the local community and/or Council, a dust management plan shall be prepared in accordance with the specific requirements of the Environmental Protection Authority and/or the Department of Water and Environmental Regulation shall and submitted to the Shire for consideration and determination by the Shire's Chief Executive Officer in consultation with the Shire's Manager of Works and Environmental Health Officer. Upon receipt of notification from the Shire of the need for a dust management plan, the applicant/landowner shall prepare and submit a dust management

- plan to the Shire within sixty (60) days with the works and/or uses hereby approved to cease operation immediately pending approval to that plan and implementation of the required management measures contained therein to the satisfaction of the Shire's Chief Executive Officer.
10. No major heavy vehicle repairs are permitted to be undertaken on any part of the land. All heavy vehicle repairs shall be undertaken off-site unless otherwise approved by Council.
  11. Any stock crates associated with the transport depot use shall be cleaned prior to being parked and stored on the land. The cleaning of stock crates is not permitted on any part of the land. All stock crate cleaning shall be undertaken off-site at suitable facilities.
  12. Any heavy vehicle and equipment washing to be undertaken on the land shall be conducted with an approved wash down bay to be constructed in the location shown on the approved site development plan to the specifications and satisfaction of the Shire's Chief Executive Officer in consultation with the Shire's Environmental Health Officer.
  13. Any major external defects on the second-hand building proposed to be used for ancillary accommodation purposes shall be rectified within one hundred and twenty (120) days of the building being positioned on the land in accordance with the approved site development plan unless otherwise approved by Council.
  14. The sub-floor space under the second-hand accommodation building shall be enclosed by either brick, stone, fibro sheeting or vermin proof battens placed horizontally with the openings not greater than 50% of the width of the batten, or such other materials approved by the Shire's Building Surveyor.
  15. Prior to the Shire's Building Surveyor issuing a building permit for the second-hand accommodation building the landowner shall lodge a \$1,500.00 bond with the Shire which will be refunded after all external building defects required by Condition 13 of this approval have been rectified, the sub-floor space is enclosed as required by Condition 14 and all rubbish and unused building materials have been removed and disposed of.
  16. A maximum of four (4) employees directly associated with the transport depot use are permitted to be housed within the second-hand transportable building proposed to be placed on the land for ancillary accommodation purposes.
  17. A total of four (4) parking bays shall be provided on the land in close proximity to the proposed second-hand accommodation building and clearly designated / marked to cater for the four (4) employees to be housed within.
  18. The proposed new ablution building shall be provided with an adequate on-site effluent disposal system to the specifications and satisfaction of the Shire's Chief Executive Officer in consultation with the Shire's Environmental Health Officer or the Executive Director of Public Health prior to its occupation and use.
  19. The proposed new ablution building shall be connected to the reticulated water supply currently servicing the land to the specifications of the relevant service provider prior to its occupation and use.
  20. The proposed development shall be provided with a suitable capacity electricity supply service to the specifications of the relevant service provider prior to occupation and use of the proposed second-hand accommodation building and new ablution building.
  21. All stormwater drainage generated by the proposed development shall be contained and managed on-site to the specifications and satisfaction of the Shire's Chief Executive Officer.
  22. A landscaping plan to provide suitable vegetated screening of the transport depot use and all associated improvements from public view along the land's Tudhoe Street frontage with a particular focus on the existing sea container, water tank and workshop building,

shall be prepared and submitted to the Shire's Chief Executive Officer for consideration and approval.

23. All landscaping must be completed in accordance with the approved landscaping plan required by Condition 22 of this approval and maintained thereafter to the specifications and satisfaction of the Shire's Chief Executive Officer.
24. That portion of the property comprising the proposed transport depot use and all associated improvements shall be maintained in a neat and tidy condition at all times to the specifications and satisfaction of the Shire of Wagin.
25. Any solid waste generated by the approved use of the land shall be managed and disposed of at an appropriate, suitably approved landfill site.
26. Any floodlights / security lights that need to be installed are not to be positioned or operated in such manner as to cause the light source to be directly visible to the travelling public or adjoining properties or cause annoyance to the surrounding area.
27. Any future proposed advertising signage shall be provided in accordance with the specific requirements of the Shire of Wagin Local Planning Scheme No.2 and any associated local planning policy unless otherwise approved by Council.

#### Advice Notes

1. This approval is not an authority to ignore any constraint to development on the land which may exist through contract or on title, such as an easement or restrictive covenant. It is the responsibility of the applicant and landowner and not the Shire to investigate any such constraints before commencing development. This approval will not necessarily have regard to any such constraint to development, regardless of whether or not it has been drawn to the Shire's attention.
2. This is a development approval of the Shire of Wagin under its Local Planning Scheme No.2. It is not a building permit or an approval to commence or carry out development under any other law. It is the responsibility of the applicant/landowner to obtain any other necessary approvals, consents, permits and licenses required under any other law, and to commence and carry out development in accordance with all relevant laws.
3. An 'Application to Construct or Install an Apparatus for the Treatment of Sewage' prepared pursuant to the specific requirements of the Health (Treatment of Sewage and Disposal of Effluent and Liquid Waste) Regulations 1974 must be prepared and submitted to the Shire of Wagin or the Executive Director of Public Health for consideration and determination prior to preparation and lodgement of a building permit application. Confirmation of the relevant requirements in this regard as they apply specifically to the proposed new ablution building as well as the proposed new vehicle wash down bay can be obtained by contacting the Shire's Environmental Health Officer.
4. In accordance with the Building Act 2011 and Building Regulations 2012, a building permit application must be submitted to and approved by the Shire's Building Surveyor prior to the commencement of any construction or earthworks on the land.
5. All proposed buildings are required to comply in all respects with the National Construction Code of Australia. Plans and specifications which reflect these requirements are required to be submitted with the building permit application.
6. The landowner is reminded of their obligation to ensure compliance with the specific standards and requirements of the Shire of Wagin Annual Fire Break Notice as it specifically applies to the subject land.
7. The noise generated by any activities on-site including machinery motors or vehicles shall not exceed the levels as set out under the Environmental (Noise) Regulations 1997.
8. No construction works shall commence on the land prior to 7am without the Shire's written

approval. No construction works are permitted on Sundays or Public Holidays.

9. The development and use of the land shall comply with the requirements of the Dangerous Goods Safety Act 2004, the Australian Dangerous Goods Code 2011 and AS1940 entitled 'The Storage and Handling of Flammable and Combustible Liquids'. For further information regarding any specific requirements contact the Department of Mines and Petroleum.
10. Lot 452 is located within an existing 500 metre industrial buffer area surrounding Unigrain Pty Ltd's existing grain milling operations on the eastern side of Stewart Road and may therefore be affected by noise and dust emissions associated with that existing approved use.
11. Failure to comply with any of the conditions of this development approval constitutes an offence under the provisions of the *Planning and Development Act 2005* and the Shire of Wagin Town Planning Scheme No.2 and may result in legal action being initiated by the local government.
12. If the applicant or landowner is aggrieved by this determination there is a right of review by the State Administrative Tribunal in accordance with the Planning and Development Act 2005 Part 14. An application must be submitted to the State Administrative Tribunal within 28 days of the determination.

**4207 COUNCIL DECISION**

Moved: Cr. G R Ball

Seconded: Cr. S M Chilcott

That the development application submitted by Mr Kim Harris on behalf of Mr Peter Spurr (Landowner) seeking Council's retrospective approval for an existing unauthorised 'transport depot' on Lot 452 Tudhoe Street, Wagin as well as the proposed placement of a second-hand staff accommodation building on the land for ancillary accommodation purposes and construction of a new associated ablution building be **APPROVED** subject to compliance with the following conditions and advice notes:

Conditions

1. The proposed development and use of Lot 452 shall be undertaken in a manner consistent with the information and plans submitted in support of the application unless otherwise approved by Council.
2. Any additional development and/or usage which is not in accordance with the application the subject of this approval or any condition of approval will require the further approval of Council.
3. The proposed development shall be completed in its entirety within one (1) year from the date of this approval unless otherwise approved by Council.
4. All heavy vehicle access to/from Lot 452 associated with the transport depot use shall be via Stewart Road along the land's eastern side boundary. No direct heavy vehicle access is permitted via Tudhoe Street along the land's northern side boundary unless otherwise approved by Council in consultation with Main Roads WA.
5. The two (2) driveway crossovers to Lot 452 from Stewart Road along the land's eastern side boundary as shown on the site development plan submitted in support of the application shall be constructed and maintained to the specifications and satisfaction of the Shire's Chief Executive Officer in consultation with the Shire's Manager of Works.
6. All trafficable areas on the land associated with the transport depot use shall be graded and stabilised if and where required to the specifications and satisfaction of the Shire's Chief Executive Officer in consultation with the Shire's Manager of Works.
7. The landowner shall continually monitor any dust generated by the works and/or uses approved by this application and implement suitable measures in accordance with any relevant Environmental Protection Authority and Department of Water and Environmental Regulation regulations, policies, guidance statements or guidelines to ensure any dust impacts are appropriately managed and controlled.
8. In the event dust generated by the works and/or uses approved by this application becomes an issue of concern to the local community and/or Council, a dust management plan shall be prepared in accordance with the specific requirements of the Environmental Protection Authority and/or the Department of Water and Environmental Regulation shall and submitted to the Shire for consideration and determination by the Shire's Chief Executive Officer in consultation with the Shire's Manager of Works and Environmental Health Officer. Upon receipt of notification from the Shire of the need for a dust management plan, the applicant/landowner shall prepare and submit a dust management plan to the Shire within sixty (60) days with the works and/or uses hereby approved to cease operation immediately pending approval to that plan and implementation of the required management measures contained therein to the satisfaction of the Shire's Chief Executive Officer.
9. Any stock crates associated with the transport depot use shall be cleaned prior to being parked and stored on the land. The cleaning of stock crates is not permitted on any part of the land. All stock crate cleaning shall be undertaken off-site at suitable facilities.

10. Any heavy vehicle and equipment washing to be undertaken on the land shall be conducted with an approved wash down bay to be constructed in the location shown on the approved site development plan to the specifications and satisfaction of the Shire's Chief Executive Officer in consultation with the Shire's Environmental Health Officer.
11. Any major external defects on the second-hand building proposed to be used for ancillary accommodation purposes shall be rectified within one hundred and twenty (120) days of the building being positioned on the land in accordance with the approved site development plan unless otherwise approved by Council.
12. The sub-floor space under the second-hand accommodation building shall be enclosed by either brick, stone, fibro sheeting or vermin proof battens placed horizontally with the openings not greater than 50% of the width of the batten, or such other materials approved by the Shire's Building Surveyor.
13. Prior to the Shire's Building Surveyor issuing a building permit for the second-hand accommodation building the landowner shall lodge a \$1,500.00 bond with the Shire which will be refunded after all external building defects required by Condition 13 of this approval have been rectified, the sub-floor space is enclosed as required by Condition 14 and all rubbish and unused building materials have been removed and disposed of.
14. A maximum of four (4) employees directly associated with the transport depot use are permitted to be housed within the second-hand transportable building proposed to be placed on the land for ancillary accommodation purposes.
15. A total of four (4) parking bays shall be provided on the land in close proximity to the proposed second-hand accommodation building and clearly designated / marked to cater for the four (4) employees to be housed within.
16. The proposed new ablution building shall be provided with an adequate on-site effluent disposal system to the specifications and satisfaction of the Shire's Chief Executive Officer in consultation with the Shire's Environmental Health Officer or the Executive Director of Public Health prior to its occupation and use.
17. The proposed new ablution building shall be connected to the reticulated water supply currently servicing the land to the specifications of the relevant service provider prior to its occupation and use.
18. The proposed development shall be provided with a suitable capacity electricity supply service to the specifications of the relevant service provider prior to occupation and use of the proposed second-hand accommodation building and new ablution building.
19. All stormwater drainage generated by the proposed development shall be contained and managed on-site to the specifications and satisfaction of the Shire's Chief Executive Officer.
20. A landscaping plan to provide suitable vegetated screening of the transport depot use and all associated improvements from public view along the land's Tudhoe Street frontage with a particular focus on the existing sea container, water tank and workshop building, shall be prepared and submitted to the Shire's Chief Executive Officer for consideration and approval.
21. All landscaping must be completed in accordance with the approved landscaping plan required by Condition 22 of this approval and maintained thereafter to the specifications and satisfaction of the Shire's Chief Executive Officer.
22. That portion of the property comprising the proposed transport depot use and all associated improvements shall be maintained in a neat and tidy condition at all times to the specifications and satisfaction of the Shire of Wagin.
23. Any solid waste generated by the approved use of the land shall be managed and disposed of at an appropriate, suitably approved landfill site.

24. Any floodlights / security lights that need to be installed are not to be positioned or operated in such manner as to cause the light source to be directly visible to the travelling public or adjoining properties or cause annoyance to the surrounding area.
25. Any future proposed advertising signage shall be provided in accordance with the specific requirements of the Shire of Wagin Local Planning Scheme No.2 and any associated local planning policy unless otherwise approved by Council.

#### Advice Notes

1. This approval is not an authority to ignore any constraint to development on the land which may exist through contract or on title, such as an easement or restrictive covenant. It is the responsibility of the applicant and landowner and not the Shire to investigate any such constraints before commencing development. This approval will not necessarily have regard to any such constraint to development, regardless of whether or not it has been drawn to the Shire's attention.
2. This is a development approval of the Shire of Wagin under its Local Planning Scheme No.2. It is not a building permit or an approval to commence or carry out development under any other law. It is the responsibility of the applicant/landowner to obtain any other necessary approvals, consents, permits and licenses required under any other law, and to commence and carry out development in accordance with all relevant laws.
3. An 'Application to Construct or Install an Apparatus for the Treatment of Sewage' prepared pursuant to the specific requirements of the Health (Treatment of Sewage and Disposal of Effluent and Liquid Waste) Regulations 1974 must be prepared and submitted to the Shire of Wagin or the Executive Director of Public Health for consideration and determination prior to preparation and lodgement of a building permit application. Confirmation of the relevant requirements in this regard as they apply specifically to the proposed new ablution building as well as the proposed new vehicle wash down bay can be obtained by contacting the Shire's Environmental Health Officer.
4. In accordance with the Building Act 2011 and Building Regulations 2012, a building permit application must be submitted to and approved by the Shire's Building Surveyor prior to the commencement of any construction or earthworks on the land.
5. All proposed buildings are required to comply in all respects with the National Construction Code of Australia. Plans and specifications which reflect these requirements are required to be submitted with the building permit application.
6. The landowner is reminded of their obligation to ensure compliance with the specific standards and requirements of the Shire of Wagin Annual Fire Break Notice as it specifically applies to the subject land.
7. The noise generated by any activities on-site including machinery motors or vehicles shall not exceed the levels as set out under the Environmental (Noise) Regulations 1997.
8. No construction works shall commence on the land prior to 7am without the Shire's written approval. No construction works are permitted on Sundays or Public Holidays.
9. The development and use of the land shall comply with the requirements of the Dangerous Goods Safety Act 2004, the Australian Dangerous Goods Code 2011 and AS1940 entitled 'The Storage and Handling of Flammable and Combustible Liquids'. For further information regarding any specific requirements contact the Department of Mines and Petroleum.
10. Lot 452 is located within an existing 500 metre industrial buffer area surrounding Unigrain Pty Ltd's existing grain milling operations on the eastern side of Stewart Road and may therefore be affected by noise and dust emissions associated with that existing approved use.
11. Failure to comply with any of the conditions of this development approval constitutes an

offence under the provisions of the *Planning and Development Act 2005* and the Shire of Wagin Town Planning Scheme No.2 and may result in legal action being initiated by the local government.

12. If the applicant or landowner is aggrieved by this determination, there is a right of review by the State Administrative Tribunal in accordance with the Planning and Development Act 2005 Part 14. An application must be submitted to the State Administrative Tribunal within 28 days of the determination.

Carried 9/0

**Note:** Reason for difference is some of the Officers conditions were considered not necessary.

**Note:** Cr J Reed returned to the meeting at 9.12 pm



## NOT YOUR COMMON CARRIER

Wool, Grain, Fertiliser, Lime, Hay & General  
 Lot 452 Tudhoe Street, PO Box 74, Wagin WA 6315  
 ABN: 57 353 113 236

### COVERING LETTER

To the Shire of Wagin,

I am Peter Spurr from Spurry's Transport at Lot 452 Tudhoe Street Wagin. I've been operating as a cartage contractor in Wagin since 1991 and relocated to the abovementioned address in September 2007. I was unaware that I needed to seek approval to operate as a truck depot at this address. I profoundly apologise for this oversight and, since reading what has been proposed, I now fully understand what I need to do to comply with Shire and local government regulations.

Relating to point 3 below; when I first began operations at this address in 2007, I had only two trucks and six trailers. When I first began my business in 1991, I was providing services for the local primary producers. In 2007, after relocating to my current address, I started contracting for the local oat mill (previously Morton Seed and Grain Pty Ltd) and gradually increased the number of trucks and trailers in my fleet. However, with UniGrain Pty Ltd purchasing the oat mill and moving from bulk production to containerised cargo, I have had to almost double my fleet size to meet their transport requirements in the last five years.

**1. When the transport depot use began;**

September 2007.

**2. How many trucks and trailers are being parked on the land;**

I currently have 10 trucks and 39 trailers in the fleet but not all of them are on the property at any given time. This is because some of my drivers are metro-based and only enter and exit the property for a very short period of time. My other drivers are locally-based, which means there is a maximum of 6 trucks on the property at any given time. Depending on the growth of UniGrain Pty Ltd in the future, I may need to increase the number of trucks and trailers in my fleet to meet their needs.

**3. The frequency of all truck movements to/from the land on a daily basis;**

All 10 trucks will enter and exit the property once per day between the hours of 6:00am and 9:00pm. We are adjacent to Stewart Road, which is the entry point into UniGrain Pty Ltd. Therefore, we share this road with many other transport operators that deliver and outload from UniGrain Pty Ltd, as well as the staff of UniGrain Pty Ltd travelling to and from work.

**4. The RAV rating of the truck and trailer combinations used;**

All of my trucks are RAV compliant to the RAV rating of Stewart Road. We operate AMMS Permits Level 2 but only load to AMMS Permits Level 1 weights. Having AMMS Permits Level 2 allows us a tolerance in the event that a driver breaches AMMS Permit Level 1 unintentionally.

Minutes from the Ordinary Meeting of Council

**5. The total number of people employed as part of the transport depot operations on a full time, part time and casual basis, including the landowner and his family;**

I have 13 staff employed (which includes myself) as part of the transport business. I am the only person living in the house and my Transport Manager stays in the existing donga accommodation 3-4 nights a week. This donga was already on the property when I purchased it and was set up as part-time accommodation.

**6. The days and hours of operation of the transport depot use;**

We operate over a 7-day period between the hours of 6:00am and 9:00pm. However, there are significantly less truck movements on weekends.

**7. Whether truck maintenance works are carried out on the land and whether they include major repair works or just minor maintenance;**

We carry out basic truck and trailer maintenance, which includes doing truck oil changes with a service pit. We have an oil waste recovery system in place which prevents oil spillages. Oil waste is contained and then collected by a Bunbury oil waste collection company.

**8. Whether there's any washing down of trucks on the land and how any liquid and solid wastes from that washing activity is managed and disposed of;**

We wash down our trucks and trailers on a loose blue metal surface that the water soaks into.

**9. The total number of workers proposed to be accommodated within the relocated accommodation building;**

A total of 1-2 people over 4-5 days maximum will be accommodated in the relocated accommodation building as normally those drivers are on the road and sleep in their trucks. The accommodation building will only be used on the odd occasion.

**10. Details of any products, materials, machinery, equipment etc. transported to/from the land and if there's any storage of those items on the property, where and for what periods.**

Any products or goods that we transport are only in the yard for a very short term (usually overnight before delivery). Products include loaded and empty containers, loaded grain trucks, hay and general freight.

Again, please accept my most sincere apologies that this covering letter was not submitted earlier. If you have any queries or need any more information, please do not hesitate to contact me on 0408 099 670.

Thank you.

Kind regards,  
Peter Spurr



Exurban  
Unit 6/50 Conquest Way,  
WANGARA WA 6947

Re : SPURRY'S TRANSPORT DEPOT DA APPLICATION - LOT 452 TUDHOE STREET, WAGIN

Dear Joe,

Please find attached a revised Development Application for the abovementioned property. In submitting this application I have addressed your issues as outlined in your email correspondence with Brad Rowe 23/8/2019 below.

Your ref :-

3. Peter Spurr has been operating Spurry's Transport on this property without appropriate Shire approval.
  - 3.i) Spurry's Transport began their operations at this location 2007.
  - 3.ii) Up to 6 trucks/trailers will be on site at any given time.
  - 3.iii) There could be up to 10 incoming/outgoing truck movements per day (seasonally affected)
  - 3.iv) I believe the RAV rating of the truck and trailer combinations has been discussed/approved with the CEO Peter Webster.
  - 3.v) 13 people are employed full time and 1 casual at the depot
  - 3.v) Operation hours of the depot are 6am-8pm
  - 3.vii) Truck maintenance works of a minor nature (servicing) are carried out at the depot.
  - 3.viii) Truck wash down is proposed at the depot. Refer to Legend item No 3 on drawing A2. Oil separation pit will be provided in conjunction with out-sourced collection service. Stormwater diversion will be installed with soakwell or dispersal field to shire requirements.
  - 3.ix) Up to 3 people may be accommodated in the Accommodation Unit at any given time, with 1 - 3 a more likely scenario.
  - 3.x) Transport operations would include on a regular or seasonal basis (but not limited to) :-  
Shipping Containers, Grain, Wool and General Freight.
4. There are no existing ablutions at the depot. The residence has been used when required.

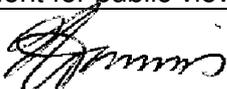
Once Planning Approval has been granted, additional documents will be provided on the new works including Energy and Structural Certification. Is the Shire happy to use their Surveyor or should I engage the services of an independent surveyor?

Should additional information be required please do not hesitate to contact me in the first instance.

Regards  
Kim Harris  
0417 935 414

SHIRE OF WAGIN  
LOCAL PLANNING SCHEME NO.2

## APPLICATION FOR DEVELOPMENT APPROVAL

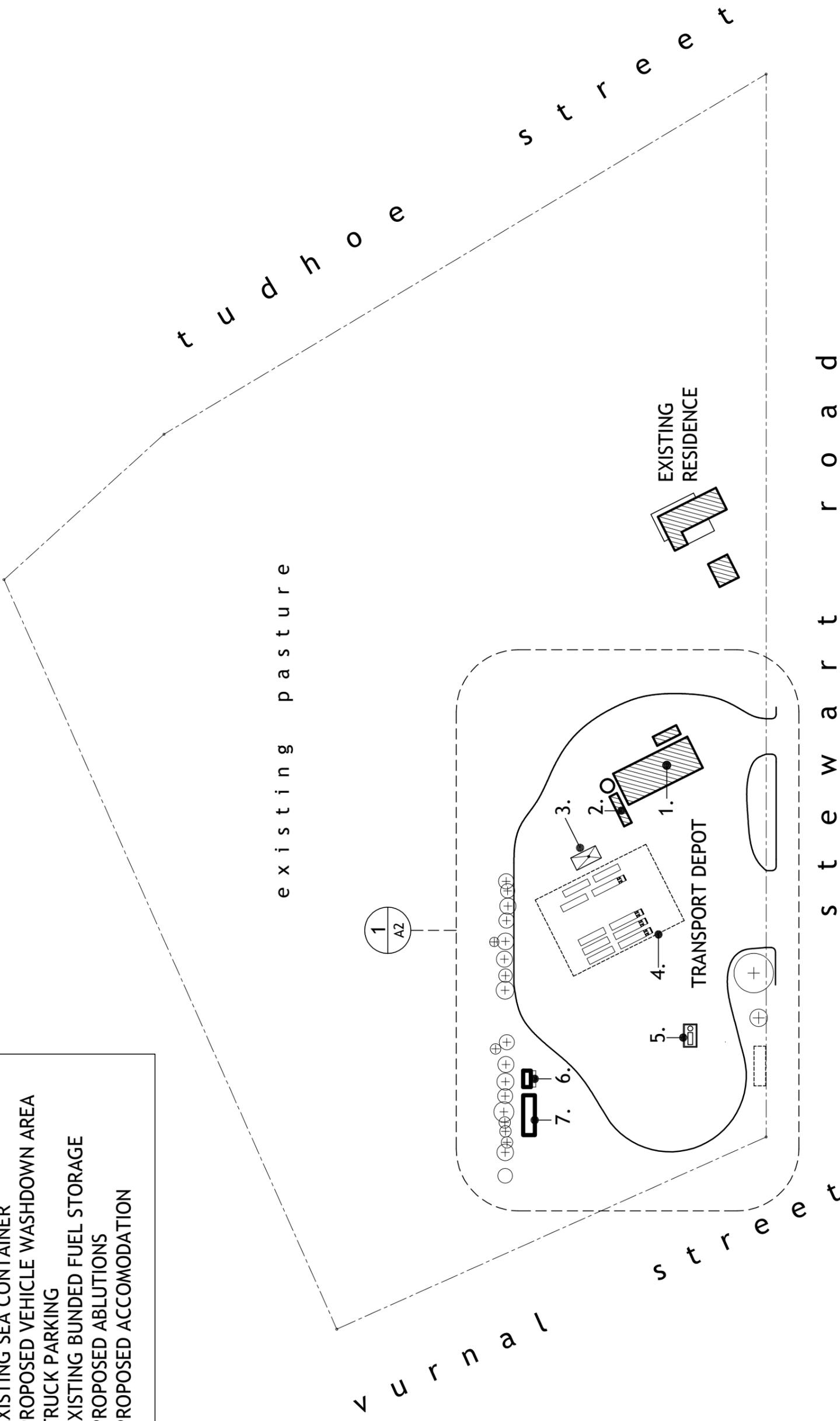
Owner Details – Attach a separate sheet where there are more than two landowners		
Name/s: Peter Spurr		
ABN (if applicable): 70597312101		
Address: Lot 452 Tudhoe Street, Wagin Postcode: 6315		
Phone: (work): 0408 099 670 (home): (mobile):	Fax:	E-mail: accounts@spurrystransport.com.au
Contact person: Peter Spurr		
Signature: 		Date: 15/01/2020
Signature:		Date:
<b>NOTE:</b> The signature of all registered owner(s) is required on all applications. This application will not proceed without the required signature/s. For the purposes of signing this application an owner includes the persons referred to in the Planning and Development (Local Planning Schemes) Regulations 2015 Schedule 2 clause 62(2).		
Applicant Details		
Name: Kim Harris		
Address: 1091 North Bannister-Pingelly Road West Pingelly Postcode: 6308		
Phone: (work): 0417 935 414 (home): (mobile):	Fax:	E-mail: kimharris@inet.net.au
Contact person for correspondence: Kim Harris		
The information and plans provided with this application may be made available by the local government for public viewing in connection with the application. <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Signature: 		Date: 15/01/2020

<b>Property Details – Details must match those shown on the Certificate/s of Title</b>		
Lot No: 452	House/Street No:	Location No:
Diagram or Plan No: 223 181	Certificate of Title Volume No: 11 44	Folio No: 587
Title encumbrances (e.g. easements, restrictive covenants):		
Street name: Tudhoe Street	Suburb: Wagin	
Nearest street intersection: Stewart Street		
<b>Proposed Development:</b>		
Nature of development: <input type="checkbox"/> Works (New construction works with no change of land use) <input type="checkbox"/> Use (Change of use of land with no construction works) <input checked="" type="checkbox"/> Works and Use		
<i><b>NOTE:</b> If the proposal involves advertising signage the Additional Information for Development Approval for Advertisements form must be completed and submitted with this application.</i>		
Is an exemption from development claimed for part of the development? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
If yes, is the exemption for: <input type="checkbox"/> Works <input type="checkbox"/> Use		
Description of proposed works and/or land use: New Ablutions New Transportable Accommodation Building Application to carry out Transport Depot		
Description of exemption claimed (if relevant):		
Nature of any existing buildings and/or land use: Existing Residence & Garage Existing Workshop and Container Existing bunded Fuel Storage		
Approximate cost of proposed development: \$45000		
Estimated time of completion: 6 months		
<b>OFFICE USE ONLY</b>		
Acceptance Officer's initials:		Date received:
Local government reference no:		

**SITE PLAN**  
SCALE 1:1500



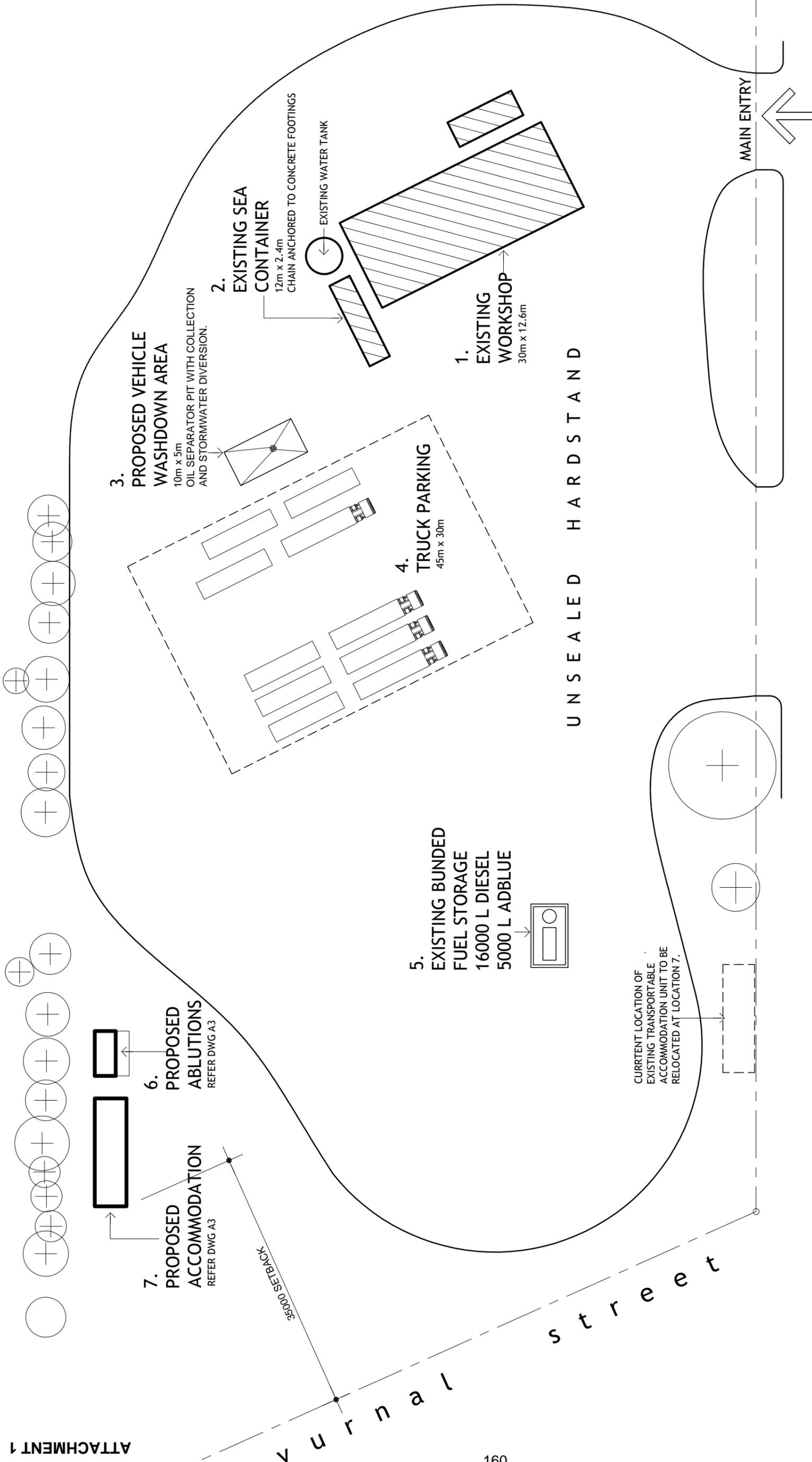
24 March 2020  
Dated



- 1. EXISTING WORKSHOP
- 2. EXISTING SEA CONTAINER
- 3. PROPOSED VEHICLE WASHDOWN AREA
- 4. TRUCK PARKING
- 5. EXISTING BUNDED FUEL STORAGE
- 6. PROPOSED ABLUTIONS
- 7. PROPOSED ACCOMODATION

ATTACHMENT 1

PHB

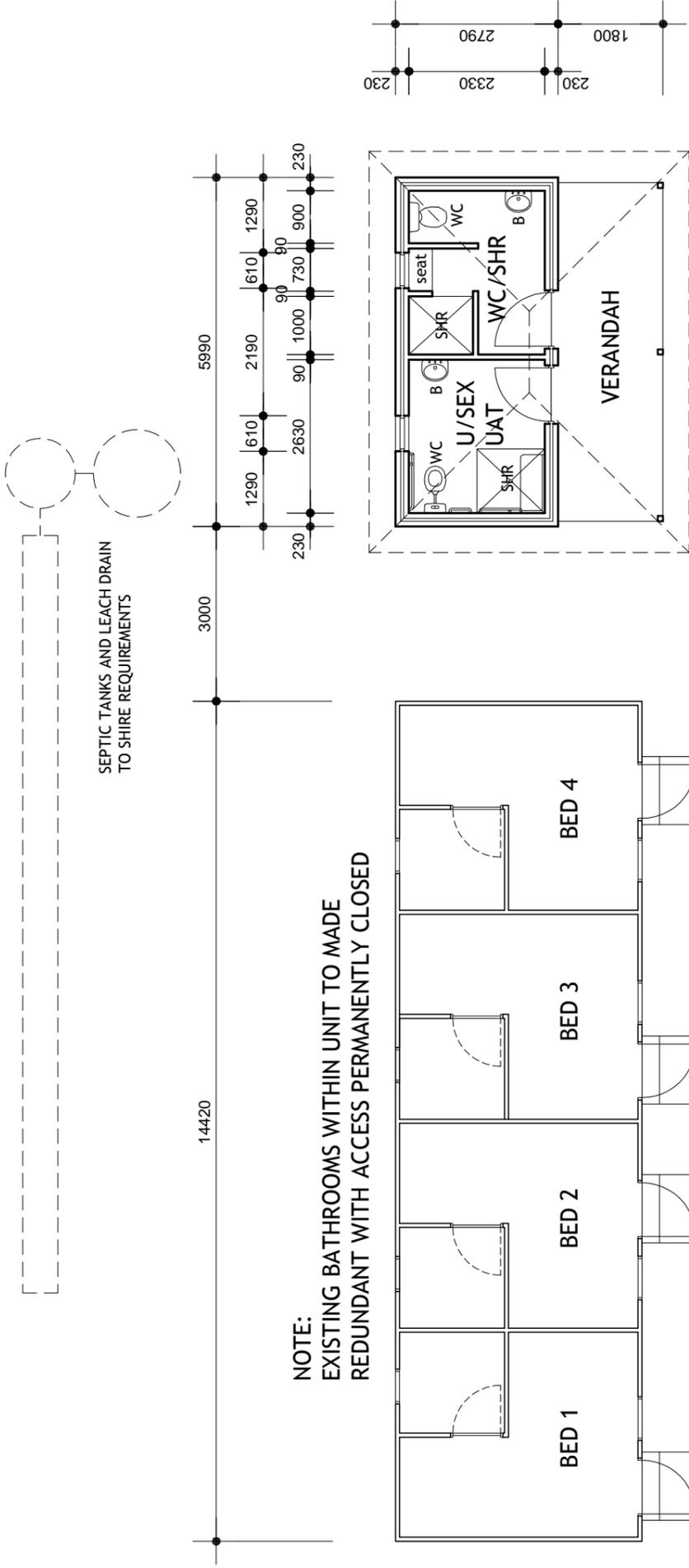


**PART SITE PLAN**  
**TRANSPORT DEPOT**  
SCALE 1:500

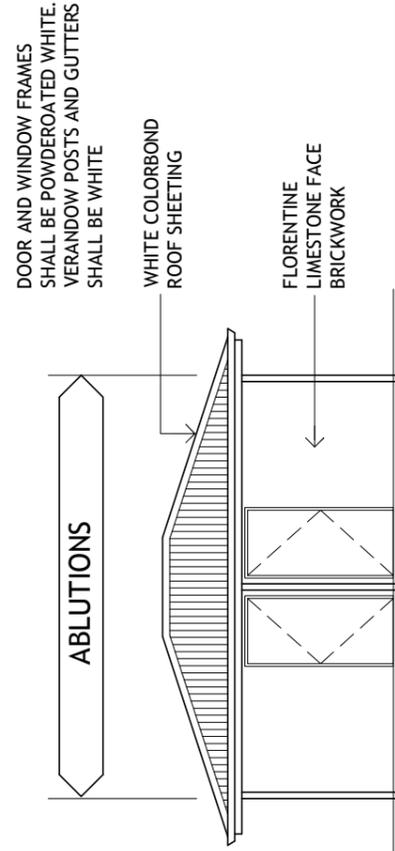
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A1



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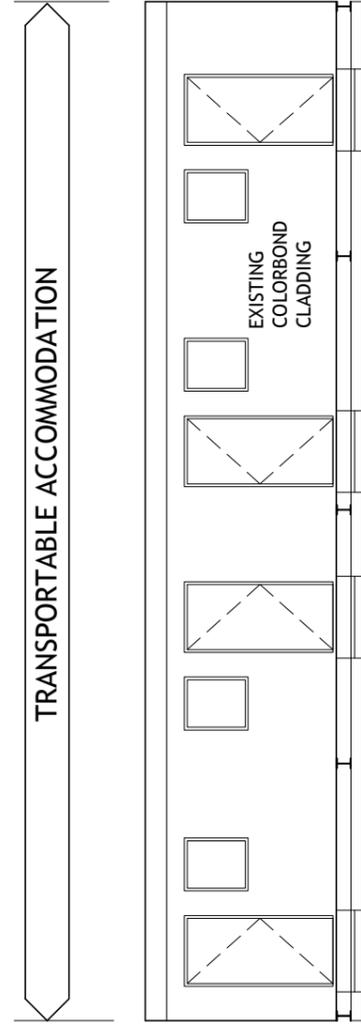


**6. PROPOSED ABLUTIONS**



**7. PROPOSED TRANSPORTABLE ACCOMMODATION UNIT**

**PLAN**  
SCALE 1:100



**EAST ELEVATION**  
SCALE 1:100

**14. ANNOUNCEMENTS OF PRESIDENT AND COUNCILLORS**

## a) Elected Members

Cr Chilcott advised that the Wagin Historical Village new bakery is nearly finished, roof improvements is going well.

Also, Wagin District Club incorrect information regarding the Club closing—now being operated as a purely volunteer run organisation, no paid staff unless a big event.

Cr West - report on Waratah: new manager on board very capable and experienced. The facility is now moving forward and all beds are currently full.

Cr Hegarty attended a Finance – for Non-finance people workshop run by Local Government Professionals on the 21 of February 2020 for LG Staff and Councillors – found it more for staff, however very enlightening and worthwhile. Learnt about the My Council website. rates, budgeting etc.

Cr Ball attended the Central Country Zone meeting held in Dumbleyung on the 21 of February 2020. Concerning that we may have to tender for Doctor services when contract is due for renewal. WALGA to take up cause in trying to make exempt for Doctor recruitment.

Also attended Regional Road Group - Lake Subs group meeting Friday 28 February 2020.

Cr Blight attending the swearing in of Councillor elect Dave Atkins on the 23 of January 2020.

Also. Attended Australia Day Breakfast and Awards on 26 of January 2020. Very good morning and occasion, with very worthy winners of the awards.

## b) Officer's

Nil

**15. URGENT BUSINESS INTRODUCED BY DECISION OF THE MEETING****LETTER FROM NARROGIN EARTHMOVING AND CONCRETE PTY LTD RE BRIDGE TENDER**

That the letter from Narrogin Earthmoving and Concrete Pty Ltd be referred to the Works Committee.

**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.*

**4208 COUNCIL DECISION**

Moved: Cr. G K B West

Seconded: Cr. S M Chilcott

That Council close the meeting to the public at pursuant to sub section 5.23 (a) and (d) of the Local Government Act 1995.

Carried 10/0

**16.1 ACTING CHIEF EXECUTIVE OFFICER – APPOINTMENT**

PROPONENT:	Shire President
OWNER:	Shire of Wagin
LOCATION/ADDRESS:	Shire of Wagin
AUTHOR OF REPORT:	Shire President
SENIOR OFFICER:	Chief Executive Officer
DATE OF REPORT:	21 <sup>st</sup> January 2020
PREVIOUS REPORT(S):	Nil
DISCLOSURE OF INTEREST:	Nil
FILE REFERENCE:	PE.RE.65
ATTACHMENTS:	ACEO Contract

**4209 OFFICERS RECOMMENDATION & COUNCIL DECISION**

Moved: Cr. J P Reed

Seconded: Cr. S M Chilcott

- 1) That William (Bill) Atkinson be appointed as Acting Chief Executive Officer of the Shire of Wagin from the 25<sup>th</sup> April 2020 for a period of up to 12 months.
- 2) That Council endorse the Acting Chief Executive Officer Contract of Employment between the Shire of Wagin and William (Bill) Atkinson.

Carried by Absolute Majority 10/0

**4210 COUNCIL DECISION**

Moved: Cr. G K B West

Seconded: Cr. B L Kilpatrick

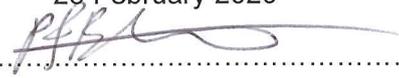
That Council open the meeting to the public at pursuant to sub section 5.23 (a) and (d) of the Local Government Act 1995.

Carried 10/0

**17. CLOSURE**

With no further business to discuss the chairperson closed the meeting at 9.35 pm.

I certify that this copy of the Minutes is a true and correct record of the meeting held on 25 February 2020

Signed:  .....

*Presiding Elected Member*

Date: 26/3/2020 .....