



# SHIRE OF WAGIN

## ORDINARY MEETING OF COUNCIL

Minutes

26<sup>th</sup> August 2014

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**1. DECLARATION OF OPENING**

The Shire President Cr Blight declared the meeting open at 7.07 pm.

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

|                   |                                  |   |
|-------------------|----------------------------------|---|
| <b>Present:</b>   | Cr P J Blight                    | Shire President                           |
|                   | Cr D C Lloyd                     | Member                                    |
|                   | Cr J P Reed                      | Member                                    |
|                   | Cr A J Howell                    | Member                                    |
|                   | Cr G K B West                    | Member                                    |
|                   | Cr C J Brockwell                 | Member                                    |
|                   | Cr G T Hegarty                   | Member                                    |
| <b>Staff:</b>     | Mr P R Webster                   | Chief Executive Officer                   |
|                   | Ms K A Caley                     | Manager Finance and Corporate Services    |
|                   | Ms C A Webster                   | Manager Community and Regulatory Services |
|                   | Mr A D Hicks                     | Manager of Works                          |
|                   | Mrs D J Thompson                 | Executive Assistant                       |
| <b>Visitors:</b>  | Nil                              |   |
| <b>Apologies:</b> | Cr R C Walker (Leave of Absence) |   |
|                   | Cr J L C Ballantyne              |   |
|                   | Cr I C Cumming                   |   |

**3. CORRESPONDENCE AND REPORTS**

Nil

**4. PUBLIC QUESTION TIME**

Nil

**5. APPLICATION FOR LEAVE OF ABSENCE****2522 COUNCIL DECISION**

Moved: Cr. G T Hegarty

Seconded: Cr. J P Reed

That Cr G K B West be granted a Leave of Absence for the 23 September 2014, 28 October 2014, 25 November 2014 and 16 December 2014 Ordinary Council meetings and Cr D C Lloyd be granted a Leave of Absence for the 23 September 2014 Ordinary Council meeting.  
Carried 7/0

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

Nil

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

Cr D Lloyd declared an impartial interest in item 13.7 as he is an acquaintance of the proponent.

**8. CONFIRMATION OF PREVIOUS MEETING MINUTES****2523 COUNCIL DECISION**

Moved: Cr. D C Lloyd

Seconded: Cr. G K B West

That the Minutes of the Special Council Meeting of 22 July 2014 and Ordinary Council Meeting of 22 July 2014 be confirmed as true and accurate.  
Carried 7/0

## 9. STATUS REPORT – AUGUST 2014

| Date        | Resolution # | Officer | Description   | Action   | Status                            | Questions & Comments   |
|-------------|--------------|---------|---|--|-----------------------------------|--|
|             |              |         | <b>FINANCE &amp; ADMINISTRATION</b>                     |  |                                   |  |
| 24 May 2011 | 1610         | MCRS    | Heritage Upgrade of Tudhoe Street - CBD                 | Shop front painting to proceed weather permitting. Seats, Bins and Planters to be ordered in new financial year.   | Ongoing                           |  |
| 22 Oct 2013 | 2311         | CEO     | Upper Great Southern Regional Landfill Site Delegate    | Endorse Cr Walker as a member and Cr Lloyd as proxy to the upper great southern regional landfill site Committee.  |                                   |  |
|             |              | MFCS    | WANDDRA   | Claim for 2012 Storm Damage  | Claim submitted March 2014        | Approved and invoice has been submitted just waiting on payment. |
| 15 Apr 2014 | 2432         | CEO     | Wagin Memorial Swimming Pool - Construction             | Advise S & S J Scardetta that Council accepts their variation in price to accommodate to inclusion of a First Aid / Store room.  | Construction Commenced 28/04/2014 | See SPPO report  |
|             |              | MFCS    | Policy Manual   | Review of some policies that require updating  | September Meeting.                | In Process   |
| 27 May 2014 | 2444         | SPPO    | RWWA Inspection – Wagin Trotting Club Proposed Upgrades | Council Staff to provide resources and support to meet planning, design and building approvals for the new Recreation Centre Commentary / Judges Box to allow a proposal to be presented to RWWA for funding approval. |                                   | Ongoing awaiting further information from Trotting Club          |

|              |      |      |  |  |                          |              |
|--------------|------|------|--|--|--------------------------|--------------|
| 27 May 2014  | 2447 | MCRS | Colour Palette and Painting of Building Options              | To be expanded by Townscape Consultant.  | Show to remaining owners | Ongoing.     |
| 27 May 2465  | 2465 | MFCS | Overdue Rate Debtors   | Instruct AMPAC to proceed to judgement and PSSO on the Assessments A347, A923, A1058, A1698 & A1737.   |                          | In progress. |
| 24 June 2014 | 2490 | MFCS | Dog Local Law 2011   | Remove clause 5.2 of the Dog Local Laws and advertise the amendment by 31 July 2014.   |                          | Completed.   |
| 24 June 2014 | 2491 | MFCS | Dog Act 1976   | Specify the dog exercise areas as per the officers recommendation.   |                          | Completed.   |
| 22 July 2014 | 2512 | CEO  | Community Bus Replacement                                    | Call tenders for new bus.  |                          |              |
| 22 July 2014 | 2518 | CEO  | Local Government Amendment (Regional Subsidiaries) Bill 2014 | Support the Local Amendment (Regional Subsidiaries) Bill request Parliamentary Representatives the Minister for Local Government and the Shadow Minister for Local Government to support the Bill. |                          |              |
|              |      | MFCS | Annual Report  | Annual Report work to commence 2 <sup>nd</sup> week of August.   | In progress.             |              |
|              |      | MFCS | Audit 13/14  | Auditors booked for 15 & 16 October.   | In progress.             |              |
|              |      | MFCS | Long Term Lease Agreements                                   | Review of Lease agreements for meeting – Norris & Piesse.  | In Progress.             |              |

|              |      |          | <b>HEALTH, BUILDING &amp; PLANNING</b>                                       |   |   |  |
|--------------|------|----------|--|---|---|--|
| 26 Oct 2010  | 1482 | CEO      | Wagin Frail Aged – Land Tenure   | Enter into the WA Health Services.  | Letter written to D.O.H.  | On-going   |
| 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                          |
| 28 June 2011 | 1652 | CEO      | Boundary Adjustment – Shire of Wagin, West Arthur and Narrogin               | Hold further discussions with the Shires of Narrogin and West Arthur on this issue.   | Letter sent to Shires of Narrogin and West Arthur                     | Spoken with CEO Narrogin who have changed stance |
| 26 July 2011 | 1679 | CEO      | Wagin Airfield – Slavin Master Plan  | Establish a Working Group consisting of Crs Ballantyne, West, Blight Cumming and Brockwell to report to Council.  | Working group of Crs Ballantyne, West, Blight, Cumming and Brockwell. | Further meeting to be held                       |
| 20 Dec 2011  | 1814 | CEO/MCRS | Wagin Cemetery – Upgrade   | Rotary present report to Asset Management Committee.  | Land purchased – planning underway                                    | On-going.  |
| 26 Mar 2013  | 2126 | CEO/MOW  | Extensions to Caravan Park   | Power and Water   |   | On-going   |
| 26 Mar 2013  | 2129 | CEO/MCRS | Future Accommodation Requirements – Library/Gallery/Tourist information HACC | Concept drawings completed. Refer to Asset Management Committee next meeting. Library survey to be conducted.   | Collaborate Library survey  | April 2014                                       |
| 26 Mar 2013  | 2146 | CEO      | Proposed Consolidation of Shire of Wagin Planning Scheme No 2                | Request the Shire Planners to prepare a consolidation of the Shire of Wagin Town Planning Scheme No2 and allocate funding as outline in the Officers Recommendation for funding of the consolidation. | Letter Sent. Comment finished 28/03/2014                              | Work commenced                                   |
| 23 Apr 2013  | 2158 | CEO/SPO  | Wagin Group of Councils Strategic Waste Regional Landfill Site               | Signed MOU for the Strategic Waste Project.   | Report received November 2013   |  |
| 27 Aug 2013  | 2247 | MCRS     | Entrance to Town Options   | On hold.  | Discuss with Jessie Brampton seeking his input.- On hold              | Ongoing  |



|               |      |             |   |  |  |  |
|---------------|------|-------------|---|--|--|--|
| Ongoing       |      | CEO         | Reserves 26261 & 26262 Bullock Hills Road                                     | Dept of Lands waiting on approval from DoW reserves are surplus to their requirements, estimate will be after January 2014.                        | Working with Dept Water. Will be vested in Council | 26261 – Vested in Council.<br>26262 – Finalise shortly |
| Ongoing       |      | CEO         | Smith's Road, Ballaying (Road Closure and Dedication)                         | Quote received \$15,000 for survey, production and lodgement of Deposited Plan, permissions from WAPC and Crown Lands.                             |  | Budget 2015/16   |
| 25 Feb 2014   | 2374 | CEO         | Wagin Library Relocation  | Explore option and costing – Lot 4 Tudhoe Street and seek public comment on potential locations.   |  | Survey - Completed                                     |
| 25 Feb 2014   | 2386 | CEO         | Desalination at Morton Seed and Grain   | Refer to Works Committee.  |  | March 2014   |
| 25 March 2014 | 2420 | CEO         | Fish Farm – 21 Brockman Rd Wagin – D Morgan                                   | Advise proponent approval is given in principle.   | Awaiting D A                                       |  |
| 27 May 2014   | 2345 | EHO         | Great Southern Regional Refuse Site – Waste Collection, Removal & Maintenance | Progress the Regional Refuse as agreed in Council Decision.  |  |  |
| 27 May 2014   | 2457 | CESM/CEO    | Procedures Related to Issuing of "Permit to Burn"                             | Ensure that a "Permit to set fire to the bush" be issued to relevant persons prior to any burning undertaken.                                      |  |  |
| 27 May 2014   | 2461 | CEO         | Use of Bore Water – Morton Seed & Grain                                       | Advise Morton Seed & Grain that they have access to 40ml of bore water and a further 20ml subject to availability and an MOU be developed.         |  |  |
| 24 June 2014  | 2474 | CEO         | Refuse Land Site  | Amalgamate portion of Land and Lot 670 Refuse Site Reserve.  |  |  |
| 24 June 2014  | 2480 | CEO         | Murray Slavin – Airport Development   | Continue to progress the development of the Hangers at the Wagin Airport.  |  |  |
| 24 June 2014  | 2492 | EHO/BS      | Planning and Building Approval – Lot 4 (51) Tudhoe Street                     | Advise proponent Council have resolved to accept their proposal.   |  |  |
| 22 July 2014  | 2519 | EHO/BS, CEO | Great Southern Regional Waste Group MOU                                       | Agree to terms and conditions as per the MOU and formalise the agreement to purchase a portion of the property as per the Officers recommendation. |  |  |
| 22 July 2014  |      |             | Proposed Subdivision – Boundary Realignment                                   | Instruct shire planners that Council support this application and execute  |  |  |

|               |      |         |  | the appropriate paper work.  |   |   |
|---------------|------|---------|--|--|---|---|
|               |      |         | <b>WORKS &amp; SERVICES</b>                                |  |   |   |
| 28 May 2013   | 2178 | MOW     | Sprigg Road Network 4 Upgrade                              | Provide a grader and roller to upgrade Sprigg Road   | As time permits   |   |
| 26 Mar 2013   | 2126 | MOW     | Extensions to Caravan Park                                 | Obtain quotes for power, water and sewerage for budget consideration   | Obtain quotes to take to the budget meeting   | 2014/2015 Budget consideration.             |
| 27 Aug 2013   | 2256 | MOW     | Parking Issues on Arthur Road                              | Investigate options to improve parking and provide costings for widening of the area                             | Ongoing   |   |
| 25 Feb 2014   | 2360 | MOW     | Removal of Tree on Upland Street                           | Trim tree when time permits  | September 2014/2015   | When Manjimup Tree Lopping are in the area  |
| 25 Feb 2014   | 2368 | MOW     | Removal of Tree on Warwick Street                          | Remove tree and replace with a suitable variety  | September 2014/2015   | When Manjimup Tree Lopping are in the area  |
| 25 March 2014 | 2402 | MOW/CEO | Desalination at Morton Seed and Grain                      | Install pipes, develop an MOU agreement  | Waiting for Morton Seeds to seek permission from land owner to install pipe through his property. |   |
| 25 March 2014 | 2403 | MOW     | Bullockhills Corner Upgrade                                | Add Bullock Hills upgrade to the 2014 /2015 Works Program at a cost of \$41,400.00                               | In works program 2014/2015  |   |
| 25 March 2014 | 2404 | MOW     | Main Roads of WA – Strip Widening                          | Liaise with Main Roads re: requirements  | Commenced 9/04/2014   | On hold until September 2014                |
| 25 March 2014 |      | MOW     | Drainage on Tudor Street                                   | Investigate the costs of 900mm pipe for drainage on Tudor Street.  | Put in 2015/2016 Works Program at the cost of \$70,000  |   |
| 25 March 2014 | 2405 | MOW     | Bituminising Puntapin Road for Great Southern Seed Works   | Budget consideration in 2014.2015 Works program.   |   |   |
| 25 March 2014 | 2421 | MOW     | RFDS Patient Transfer                                      | MOW liaise with Cr West and St Johns Ambulance to investigate options for smoother patient transfer at airstrip. | Take to Works and Services Committee meeting  | Waiting on Main Roads to lay a slurry seal. |
| 15 Apr 2014   | 2431 | CEO     | Main Roads of WA (MRWA) Assessment of Town Street in Wagin | Refer to Works and Services Committee.   | Meeting with Main Roads July 2014.  |   |

|              |      |     |                                      |   |           |      |
|--------------|------|-----|--------------------------------------|---|-----------|------|
|              |      |     | for Access by RAV Network 2 Vehicles |   |           |      |
| 24 June 2014 | 2470 | MOW | RAV Network 2 Upgrade                | Endorse the Main Roads route and organise temporary road signs. |           |      |
| 24 June 2014 | 2473 | MOW | Urban Street Tree Problem            | Remove tree and plant suitable replacement.                     |           | Done |
| 24 June 2014 | 2475 | MOW | Street Cleaning Cleaner              | MOW to look at suitable options.                                | On-going. |      |

## 10. REPORTS OF COMMITTEES

### 10.1 AIRPORT DEVELOPMENT COMMITTEE MEETING – 12 AUGUST 2014

#### 10.1.1 GARY SMITH - HANGER

|                         |                                       |
|-------------------------|---------------------------------------|
| PROPONENT:              | Gary Smith                            |
| OWNER:                  | Shire of Wagin                        |
| LOCATION/ADDRESS:       | Reserve 20565 – Lot 920 Wagin Airport |
| AUTHOR OF REPORT:       | Chief executive Officer               |
| SENIOR OFFICER:         |                                       |
| DATE OF REPORT:         | 12 <sup>th</sup> August 2014          |
| PREVIOUS REPORT(S):     | 17 <sup>th</sup> June 2014            |
| DISCLOSURE OF INTEREST: | Nil                                   |
| FILE REFERENCE:         | CP.MT.1                               |
| ATTACHMENTS:            | Nil                                   |

#### BRIEF SUMMARY:

Gary Smith would like to erect a hanger at the Wagin Airport. He will be meeting with the Committee to discuss this matter and location.

#### BACKGROUND:

Gary Smith is keen to erect a hangar at the Wagin Airport. He has written a number of times requesting a site.

Council are in the process of developing an “Airpark” or similar and is working with Murray Slavin to development and implement the proposal.

A number of others have expressed an interest in erecting a hangar at the Wagin airport.

#### COMMENT:

The concepts for the “airpark” is still being developed and I do not believe that any development will occur for some time.

The committee could agree to Mr Smith developing a hangar next to Mr G Ball however this could create issues at some later date.

One thing that has become clear during the meeting with Murray Slavin is the need for Council to develop a set of policies for hangar developments.

By developing these policies a prospective developer could receive all information at one time and basically develop the site immediately

Matters to consider

- 1) Site of hangar to be lease for 21 years
- 2) Area to be leased is 15m x 15m = 225m<sup>2</sup> (can be leased in multiplies of this figure)
- 3) Area of hanger not to exceed 225m<sup>2</sup>
- 4) 3m space between hangars due to fire requirements
- 5) New building materials only
- 6) Hangar to have structural engineers approval
- 7) No reticulated power
- 8) No scheme water
- 9) Council will decide on location of hangar groupings and future developments at Airport

**CONSULTATION/COMMUNICATION:**

Murray Slavin  
Joe Douglas  
Various Councillors  
Serpentine Airfield executive

**STATUTORY/LEGAL IMPLICATIONS:**

Nil at this time

**POLICY IMPLICATIONS:**

Need to develop.

**FINANCIAL IMPLICATIONS:**

?

**STRATEGIC IMPLICATIONS:**

Develop is in line with Council Economic development strategy

**VOTING REQUIREMENTS:**

Simple Majority

**OFFICERS RECOMMENDATION**

Moved: Cr. C J Brockwell

Seconded: Cr. G K B West

That the Airport Development Committee are in agreement with Mr Gary Smith's proposal to erect a hangar next to Mr G Ball's hanger at the Wagin Airport subject to a number of conditions being agreed to by both parties.

Carried 5/0

**OFFICERS RECOMMENDATION**

Moved: Cr. C J Brockwell

Seconded: Cr. G K B West

That the Airport Development Committee adopt the following conditions for the construction of a hangar at the Wagin Airport by Mr G Smith and subject to building approval being obtained.

- Gable roof 15m x 12m
- Minimum 5 metre space between hangars
- Constructed of new materials
- Structural Engineers Certified

Carried 5/0

## 5.2 WAGIN AIRPORT DEVELOPMENT – MURRAY SLAVIN REPORT

|                         |                                       |
|-------------------------|---------------------------------------|
| PROPONENT:              | Murray Slavin                         |
| OWNER:                  | Shire of Wagin                        |
| LOCATION/ADDRESS:       | Reserve 20565 – Lot 920 Wagin Airport |
| AUTHOR OF REPORT:       | Chief Executive Officer               |
| SENIOR OFFICER:         |                                       |
| DATE OF REPORT:         | 12 <sup>th</sup> August 2014          |
| PREVIOUS REPORT(S):     | 17 <sup>th</sup> June 2014            |
| DISCLOSURE OF INTEREST: | Nil                                   |
| FILE REFERENCE:         | CP.MT.1                               |
| ATTACHMENTS:            | Nil                                   |

### BRIEF SUMMARY:

Work has been undertaken to develop the Wagin Airport into an “Airpark”

I have attached a number of plans that have been prepared for consideration, however any development should be controlled and small in scale initially.

### BACKGROUND/COMMENT:

The concepts for the “airpark” is still being developed by Murray Slavin and this committee and I do not believe that any development will occur for some time.

One thing that has become clear during the meeting with Murray Slavin is the need for Council to develop a set of policies for hangar developments.

By developing these policies a prospective developer could receive all information at one time and basically develop the site immediately.

### Matters to consider

- 1) Site of hangar to be lease for 21 years
- 2) Area to be leased is 15m x 15m = 225m<sup>2</sup> (can be leased in multiplies of this figure)
- 3) Area of hanger not to exceed 225m<sup>2</sup>
- 4) 3m space between hangars due to fire requirements
- 5) New building materials only
- 6) Hangar to have structural engineers approval
- 7) No reticulated power
- 8) No scheme water
- 9) Council will decide on location of hangar groupings and future developments at Airport

I would like the committee to discuss this matter more fully to ensure that Council is approaching this development correctly.

### CONSULTATION/COMMUNICATION:

Murray Slavin

### STATUTORY/LEGAL IMPLICATIONS:

Leasing of Land

**POLICY IMPLICATIONS:**

Item for discussion

**FINANCIAL IMPLICATIONS:**

Item for discussion

**STRATEGIC IMPLICATIONS:**

Item for discussion

**VOTING REQUIREMENTS:**

Simple Majority

**OFFICERS RECOMMENDATION**

Moved: Cr. C J Brockwell

Seconded: Mr. B Ingram

That the following specifications be incorporated in the policy;

- Gable Roof
- 25 x 24 metre size blocks of land
- Not to be used as a storage shed
- No reticulated power and water
- 4 metre gap between hangars
- Outriggers all to same side – Right
- Material of zincalume or similar
- No camping – greater than twelve (12) weeks
- No vehicles or caravans allowed outside hangers. Caravans allowed within hangers
- No external attachments except generator covers
- No animals

Carried 5/0

### 5.3 SERPENTINE AIRPORT

|                         |                              |
|-------------------------|------------------------------|
| PROPONENT:              |                              |
| OWNER:                  |                              |
| LOCATION/ADDRESS:       |                              |
| AUTHOR OF REPORT:       | Chief Executive Officer      |
| SENIOR OFFICER:         |                              |
| DATE OF REPORT:         | 12 <sup>th</sup> August 2014 |
| PREVIOUS REPORT(S):     | Nil                          |
| DISCLOSURE OF INTEREST: | N/A                          |
| FILE REFERENCE:         |                              |
| ATTACHMENTS:            | Nil                          |

#### BRIEF SUMMARY:

A number of Councillors visited the Serpentine Airfield recently.

The Sport Aircraft Builders Club of WA Inc. has approx 300 members and the comprises of approx 100 hangars



#### BACKGROUND:

The airfield was development in 1972 and has steadily increased over that time. Membership is controlled in that hangars must be used to either store aircraft or an aircraft is being constructed within the Hangar. A number of hangars we inspected have two or three planes located on site.

The style of hangar varies from very good to sheds that were put up prior to any regulations being enforced.

The airfield is well situated and attracts a lot of Perth people to the facility.



The committee who runs the airfield has a number of policies in place to control activity at the site and this is something we need to consider.

Any other comments?

COMMENT:

CONSULTATION/COMMUNICATION:

STATUTORY/LEGAL IMPLICATIONS:

POLICY IMPLICATIONS:

FINANCIAL IMPLICATIONS:

STRATEGIC IMPLICATIONS:

VOTING REQUIREMENTS:

**OFFICERS RECOMMENDATION**

Moved: Cr.

Seconded: Cr.

For Information.



**10.1.1 GARY SMITH - HANGER****2524 COMMITTEES RECOMMENDATION & COUNCIL DECISION**

Moved: Cr. C J Brockwell

Seconded: Cr. G T Hegarty

That the Airport Development Committee are in agreement with Mr Gary Smith's proposal to erect a hangar next to Mr G Ball's hanger at the Wagin Airport subject to a number of conditions being agreed to by both parties.

Carried 7/0

**2525 COMMITTEES RECOMMENDATION & COUNCIL DECISION**

Moved: Cr. C J Brockwell

Seconded: Cr. A J Howell

That the Airport Development Committee adopt the following conditions for the construction of a hangar at the Wagin Airport by Mr G Smith and subject to building approval being obtained.

- Gable roof 15m x 12m
- Minimum 5 metre space between hangars
- Constructed of new materials
- Structural Engineers Certified

Carried 7/0

**10.1.2 WAGIN AIRPORT DEVELOPMENT – MURRAY SLAVIN REPORT****2526 COMMITTEES RECOMMENDATION**

That the following specifications be incorporated in the policy;

- Gable Roof
- 25 x 24 metre size blocks of land
- Not to be used as a storage shed
- No reticulated power and water
- 4 metre gap between hangars
- Outriggers all to same side – Right
- Material of zinalume or similar
- No camping – greater than twelve (12) weeks
- No vehicles or caravans allowed outside hangars. Caravans allowed within hangars
- No external attachments except generator covers
- No animals

Amendment

Moved: Cr. P J Blight

Seconded: Cr. G K B West

That the following specifications be incorporated in the policy for the Wagin Airport precinct.

- Gable Roof
- 25 x 24 metre size blocks of land
- Not to be used as a storage shed
- No reticulated power and water
- 4 metre gap between hangars
- Outriggers all to same side – Right
- Material of zincalume or similar
- No camping – greater than twelve (12) weeks
- No vehicles or caravans allowed outside hangars. Caravans allowed within hangars
- No external attachments except generator covers
- No animals

Carried 7/0

**10.2 ASSET MANAGEMENT COMMITTEE MEETING – 12 AUGUST 2014****10.2.1 WAGIN LIBRARY AND GALLERY - SURVEY**

|                         |                            |
|-------------------------|----------------------------|
| PROPONENT:              | Shire of Wagin             |
| OWNER:                  | Shire of Wagin             |
| LOCATION/ADDRESS:       | Trench St Wagin            |
| AUTHOR OF REPORT:       | Chief Executive Officer    |
| SENIOR OFFICER:         | Chief Executive Officer    |
| DATE OF REPORT:         | 22 <sup>nd</sup> July 2014 |
| PREVIOUS REPORT(S):     | N/A                        |
| DISCLOSURE OF INTEREST: | Nil                        |
| FILE REFERENCE:         | CS.LB.1                    |
| ATTACHMENTS:            | Library Survey             |

**BRIEF SUMMARY:**

The current Shire Library is located in Trench St Wagin and is a small 3 room building. The area of the building is 108m<sup>2</sup>. The building is also used to house some of the Shire art collection. The community use of the library / gallery has outgrown the current building and consideration should be given to relocation or extensions to the existing building.

**BACKGROUND:**

The current library / gallery was the old Shire Office built in 1912. The library / gallery was located there a number of years ago and has been well used by the public over that time, however over time the current building has become too small for a library with books being crammed in and shelves filling all available space. The crammed rooms do not do justice to the Shire Art collection either.

The current location of the library is very central to the town centre with easy access and ample parking however I believe that it is time for Council to consider relocating / upgrading the library / gallery.

Membership of the library has increased in recent times with 686 residents now members.

Records at the library indicate that approx 100 people per week use the building. This is a cross section from young to old.

The library collection is just over 2500 items which covers a wide range of both popular and classic adult and junior fiction and non-fiction books, DVD's and audio books, The library also has a small reference section for in-library use as well as toys and jigsaws. There is also gallery of approx 45 painting located there either from the Claude Hotchin Bequest or Council purchase.

As a matter of interest Council has 63 paintings located at the Library (45) and Shire Office (18) with an estimated value of approx \$97,000.

The librarian believes there is scope to expand the library services to include not only what is currently provided but such things as local history both oral and written, Special events such

as well know writers gatherings, computers for reference work, book time for the younger children etc.

**COMMENT:**

The CEO has been looking at various buildings that could be used as a new library / gallery for Wagin. This has included shops in the main street, the ABC building and portion of the Wagin Town Hall. Nothing has really eventuated however the CEO has been speaking with Clancy White about utilising portion of Town Hall as the library / gallery, however there are draw backs with using the Town Hall.

I believe that Council should consider a number of options including additions to the existing library building, redesign portion of the Town Hall or use existing shops / buildings in town. One building that has been spoken about recently is the Paper & Lace Shop. This shop has relocated and the building would be big enough to house the Library and Galley.

The future development of the Library is at a very early stage and consideration should be given to all ideas raised at this time.

**August 2014**

A community survey was undertaken in April 2014 with the results attached.

Whilst the survey did provide some useful information I do not believe that the results are a true reflection from the community. However in saying this survey results overwhelmingly showed that the library should stay at the current location and expand or at least be retained in the main street.

I would like the committee to discuss this matter more fully

I believe there are a number of options: -

- 1) Retain current location and expand – This would involve extending the building to include a gallery and larger reading /information rooms.
- 2) Set the library up in the main street utilising any of the vacant shops ie ABC building or vacant shops west of IGA etc.
- 3) Renovate a section of the Town Hall.

Whilst the current library is crowded and busy I do believe that any change is some way off, possibly August 2015 at the earliest.

**CONSULTATION/COMMUNICATION:**

Community survey  
Shire Staff  
Librarian

**STATUTORY/LEGAL IMPLICATIONS:**

Nil

**POLICY IMPLICATIONS:**

Nil

**FINANCIAL IMPLICATIONS:**

Nil, at this time

---

**STRATEGIC IMPLICATIONS:**

Nil

**VOTING REQUIREMENTS:**

Simple Majority

**COMMITTEES RECOMMENDATION**

Moved: Cr. G T Hegarty

Seconded: Cr. G K B West

That Council engage a consultant to provide a series of concept plans to;

- Upgrade the existing Library
- Develop the Town Hall to accommodate the Library
- Build a new building (next to the Administration Office)

Carried 4/0

## Wagin Library & Gallery Community Survey Report

While only just over 15% of the community responded to the survey, the librarian was happy with the support received. While 700 or so survey forms were sent out from the Shire, 106 forms were completed, which were either dropped off at the Library or at the Shire Office.

The winner of the book voucher was Robert Ridgeley, and the winners of the five free cup of coffee/tea and cake were: Carol Richards, Annie Gillmore, Joan Matthews, Alicia Hough and Brendan Tanner. Jodie and Michael Wheeler of Molly Brown's Café have very kindly supported our survey by donating the free cuppas and cake to these people.

The information received through the community survey will help establish what the Wagin community wants from Wagin Library & Gallery, and how best we can meet those needs in the future.

The collated information results compiled from the eight questions posed by the survey and the questions' subsections were as follows:

### ***Question 1: How often do you use the WLG (Wagin Library & Gallery)?***

|                              |    |
|------------------------------|----|
| Once a week                  | 29 |
| Once every 2 weeks           | 34 |
| Once a month                 | 16 |
| A couple of times a year     | 14 |
| Haven't been for a few years | 8  |
| Never been to library        | 2  |
| Not specified                | 1  |

### ***Question 2: Main reasons for using library?***

Please note that the same person may be using the library for a number of the reasons represented.

|  |    |
|--|----|
| Borrow adult fiction                                       | 63 |
| Borrow adult non-fiction                                   | 58 |
| To get information/do research/ use reference items        | 35 |
| Visit Junior area - fiction, non-fiction or DVDs/audio CDs | 26 |
| Visit Young Adult area                                     | 10 |
| Borrow DVDs/Audio CDs                                      | 41 |
| Read/borrow magazines                                      | 8  |
| Borrow jigsaws   | 3  |
| Donate books / Volunteer time                              | 12 |
| Attend children's programs                                 | 1  |
| Request Inter-Library loan book/s                          | 32 |
| Accompany someone as parent, carer or friend               | 15 |
| Quiet place to read/work                                   | 8  |
| Tea/coffee and/or chat                                     | 23 |

\*(Library currently takes annual subscriptions for Gardening Australia, Organic Gardener & Country Style)



**Question 3: Areas for WLG to improve/expand/update resources.**

|                                |  |
|--------------------------------|--|
| General fiction                | 45   |
| Large Print fiction            | 29   |
| General Non-Fiction            | 38   |
| Large-Print Non Fiction        | 17   |
| DVDs; Fiction/Non-fiction      | 41   |
| Audio CDs; Fiction/Non-fiction | 18   |
| Foreign language               | 4<br>2 want Asian, 1 Japanese, 1 Italian   |
| Magazines                      | 8<br>Alternative lifestyle, Home/Garden, Craft,<br>Handyman, Cooking, Science/Geographic |
| Public access computers        | 22   |
| Ancestry.com                   | 29   |
| Encyclopaedia Britannica       | 11   |

(These two programs will come free from SLWA as soon as we have Public access computer/s.)

|                                     |                               |
|-------------------------------------|-------------------------------|
| Study carrels                       | 14                            |
| Newspapers                          | 8                             |
| Secure gopher/pram/ bicycle parking | 21                            |
| Wheelchair access                   | 24                            |
| Larger children's area for programs | 26                            |
| Larger book café                    | 34                            |
| Area for smaller library events     | 16                            |
| Area for community groups           | 29                            |
| Other                               | 2<br>(Music, Resident artist) |

**Question 4: Where should new WLG be located?**

|                           |  |
|---------------------------|--|
| Stay where is, and expand | 81   |
| Main street               | 7  |
| Town Hall                 | 6  |
| Other suggestions         | 6<br>(CRC x 2, Argus x 1, Similar environment – not<br>specified x 1, ABC x 1, Cresswells,(not house section<br>x 1) |

***Question 5: WLG new gallery space information***

|  |   |
|--|---|
| Keep paintings within library                | 40  |
| Separate gallery                             | 40  |
| Small gallery area within library complex    | 42  |
| Artist-in-Residence program                  | 21  |
| Dedicated community interest exhibition area | 30  |
| Other suggestions                            | 9<br>(3 x Book club; 1 x children's holiday activities; 1x small library events, 1 x sit & chat areas; 1 x Writers-in-residence program; 1 x Interpretive Centre) |

***Question 6: About you section for WLG users***

|   |    |
|---|----|
| Female:                                       | 73 |
| Male:   | 35 |
| Using WLG next 5 years                        | 80 |
| Using WLG next 10 years                       | 61 |
| Retired                                       | 43 |
| Working                                       | 34 |
| Attending school/home school                  | 13 |
| Attending TAFE                                | 4  |
| On-line training                              | 3  |
| Age: 11 and under                             | 8  |
| 12 - 20                                       | 8  |
| 20 - 40                                       | 10 |
| 40 - 60                                       | 23 |
| 60 - 80                                       | 46 |
| Over 80                                       | 6  |
| Access or equity issues/ special requirements | 3  |

## 5.2 WAGIN AERO CLUB – LEASE OF LAND

|                         |                            |
|-------------------------|----------------------------|
| PROPONENT:              | Shire of Wagin             |
| OWNER:                  | Shire of Wagin             |
| LOCATION/ADDRESS:       |                            |
| AUTHOR OF REPORT:       | Chief Executive Officer    |
| SENIOR OFFICER:         | Chief Executive Officer    |
| DATE OF REPORT:         | 22 <sup>nd</sup> July 2014 |
| PREVIOUS REPORT(S):     |                            |
| DISCLOSURE OF INTEREST: |                            |
| FILE REFERENCE:         | CP.MT.1                    |
| ATTACHMENTS:            | Nil                        |

### BRIEF SUMMARY:

The Wagin Aero Club has a lease over a large section of the airport land. This lease expired a number of years ago and with the proposed development at the airport, the aero club was offered a reduced area with conditions. ie early termination of lease.

### BACKGROUND/COMMENT:

A letter was written to the club seeking their views and comments however they have not had a meeting since that time to discuss the new lease.

### CONSULTATION/COMMUNICATION:

Nil

### STATUTORY/LEGAL IMPLICATIONS:

Nil

### POLICY IMPLICATIONS:

Nil

### FINANCIAL IMPLICATIONS:

Nil

### STRATEGIC IMPLICATIONS:

Nil

### VOTING REQUIREMENTS:

Simple

### OFFICERS RECOMMENDATION

That this matter be noted.

### 5.3. COUNCIL PROPERTY

|                         |                            |
|-------------------------|----------------------------|
| PROPONENT:              | Shire of Wagin             |
| OWNER:                  | Shire of Wagin             |
| LOCATION/ADDRESS:       | Various                    |
| AUTHOR OF REPORT:       | Chief Executive Officer    |
| SENIOR OFFICER:         |                            |
| DATE OF REPORT:         | 28 <sup>th</sup> July 2014 |
| PREVIOUS REPORT(S):     | N/A                        |
| DISCLOSURE OF INTEREST: | Nil                        |
| FILE REFERENCE:         | CP.MT.15                   |
| ATTACHMENTS:            | Nil                        |

#### BRIEF SUMMARY:

Council has a number of properties and vacant land that should be considered for on-selling to enable the development of further Council housing stocks.

#### BACKGROUND / COMMENT:

Over the past few months a number of Council blocks have been sold and a number of other enquires have been received.

I believe that the Committee should review the list of properties it holds with the view of having these residences and vacant land ready for sale if the opportunity arises.

The house in question is: -  
32 Ballagin St – Lot 6

The blocks in question are: -  
Vale St - 6 blocks – Lots 481 – 483 & 577 - 579  
Marks Court – 2 blocks – Lots 70 & 74  
Sawle St – 2 blocks – Lots 1721 & 1722

Other lands Council owns but have not been included are:  
5 Omdurman St – Lot 20  
5 Arnott St – Lot 896

I would suggest that if any were to sell that any money be placed in the Municipal Building development reserve.

Could the committee discuss this matter for the future direction of Council and staff?

**CONSULTATION/COMMUNICATION:**  
SPPO

**STATUTORY/LEGAL IMPLICATIONS:**  
Nil

**POLICY IMPLICATIONS:**  
Nil

**FINANCIAL IMPLICATIONS:**

Nil

**STRATEGIC IMPLICATIONS:**

Nil

**VOTING REQUIREMENTS:**

Simple

**OFFICERS RECOMMENDATION**

Item noted.

Following discussion the Committee requested a report for the potential land usage and valuation be provided.

#### 5.4 GENERAL DISCUSSION - COSTS

|                         |                            |
|-------------------------|----------------------------|
| PROPONENT:              | Chief Executive Officer    |
| OWNER:                  | Shire of Wagin             |
| LOCATION/ADDRESS:       | Various                    |
| AUTHOR OF REPORT:       | Chief Executive Officer    |
| SENIOR OFFICER:         |                            |
| DATE OF REPORT:         | 28 <sup>th</sup> July 2014 |
| PREVIOUS REPORT(S):     | N/A                        |
| DISCLOSURE OF INTEREST: | Nil                        |
| FILE REFERENCE:         |                            |
| ATTACHMENTS:            | Nil                        |

#### BRIEF SUMMARY:

Following on from the discussion that was had at the budget discussions, the CEO has put together a summary of Woolorama expenditure and the Wagin Caravan Park costs.

#### BACKGROUND / COMMENT:

The committee should discuss this matter as I believe that the costs are getting out of hand and alternate ways of providing the service should be considered.

#### Woolorama

The total cost for the Woolorama costs and General Mtce account was \$69,600 however this is spread over a 12 month period.

|   |   |
|---|---|
| <b>Period from July 2013 – Dec 2013</b>   | \$ 6,200 – This figure includes power, rubbish costs, scheme water wages & plant, insurance               |
| <b>Period from Jan 2014 – Feb 2014.</b>   | \$15,300 – mowing, wages, water   |
| <b>Period from Mar 2014 – April 2014.</b> | \$46,700 – Woolorama costs – lawns, wages, paper products, bin liners, metal dust, sweeping, power, water |
| <b>Period from May 2014 – June 2014</b>   | \$ 1,360 – power, wages   |

It is interesting that **wages, plant costs and overheads totalled \$48,047**. This is for Council workers over the year. Consideration should be given to contracting this component out.

|                    | Row Labels         | Sum of Debit    |
|--------------------|--------------------|-----------------|
| Salaries and Wages | 500                | 22534.33        |
| Materials          | 520                | 9073.12         |
| Service Contracts  | 521                | 5882.69         |
| Electricity        | 540                | 3060.59         |
| Water              | 542                | 3433.89         |
| Insurance          | 570                | 70.07           |
| Other              | 580                | 60              |
| Labour Overheads   | 900                | 19151.98        |
| Plant Recovery     | 901                | 6362.5          |
|                    | (blank)            |                 |
|                    | <b>Grand Total</b> | <b>69629.17</b> |

**Caravan Park**

These are the figures for 2013/14. Water consumption is of concern and this is being looked into. We have joined a Water Wise program through Water Corp that will replace old shower heads, single flush toilet systems etc with eco fittings. We are trying to obtain the timeline for this work.

We also need to increase the cost of the washing machine – Currently \$2 should be \$4. And charge for drying. No charge at this time. This is being looked into and further information will be available at the meeting.

|                   |                   |                        |
|-------------------|-------------------|------------------------|
| <b>Costs</b>      | Managers Salary   | \$17,402               |
|                   | Caravan park Mtce | <u>\$57,337</u>        |
| Sub-Total         |                   | \$74,739               |
|                   | Less Plumbing     | <u>-\$12,000</u>       |
| Total             |                   | \$62,739               |
| <b>Income</b>     |                   |                        |
|                   | Receipts          | <u>-\$43,892</u>       |
| <b>Total Loss</b> |                   | <u><b>\$18,847</b></u> |

|  | Row Labels         | Sum of Debit    |
|--|--------------------|-----------------|
| Salaries and Wages                                   | 500                | 6063            |
| Materials  | 520                | 1713.48         |
| Service Contracts ( includes \$12,000 plumbing cost) | 521                | 13945.21        |
| Electricity  | 540                | 8502.59         |
| Telephone  | 541                | 492.59          |
| Water  | 542                | 18840.72        |
| Gas  | 543                | 863.63          |
| Insurance  | 570                | 356.21          |
| Other  | 580                | 104.14          |
| Labour Overheads                                     | 900                | 5410            |
| Plant Recovery                                       | 901                | 1045.5          |
|  | (blank)            |                 |
|  | <b>Grand Total</b> | <b>57337.07</b> |

The matter raised above will be looked at over the next month or so and we will continue to go through all accounts to review actual costs etc.

**OFFICERS RECOMMENDATION**

That this matter be noted.

Note: Caravan Park permanent residents fees be increased.

## 5.5 ALTERNATIVE POWER SUPPLIES - SOMETHING TO CONSIDER

|                         |                                       |
|-------------------------|---------------------------------------|
| PROPONENT:              | Regenerate Industries – Karne De Boer |
| OWNER:                  |                                       |
| LOCATION/ADDRESS:       | Shire of Wagin                        |
| AUTHOR OF REPORT:       | Chief Executive Officer               |
| SENIOR OFFICER:         |                                       |
| DATE OF REPORT:         | 28 <sup>th</sup> July 2014            |
| PREVIOUS REPORT(S):     | N/A                                   |
| DISCLOSURE OF INTEREST: | Nil                                   |
| FILE REFERENCE:         |                                       |
| ATTACHMENTS:            | Regenerate Industries Proposal        |

### BRIEF SUMMARY:

The CEO has been speaking with Karne De Boer regarding alternative power supplies etc and he has provided the Council with an idea that is not new but has been developed in recent years to the current stage.

Currently we use electricity to power three bores within the Wagin townsite at a cost of approx \$8,000 per bore each year. (\$24,000pa).

What Karne is proposing is to use “gasification has a way of running the bores.

It is also proposed that an inline desalinator be installed and we obtain fresh water from the bores.

If this proposal was further developed it could have enormous potential across the Wheatbelt. With the dryer years, the water produced could be used for reticulation within town sites, lowering water tables or even industry.

I have attached a proposal from Karne for your consideration.

Interesting reading!!!

### OFFICERS RECOMMENDATION

That this information be noted.

Committee requested staff to obtain a quote for the installation of Solar Panels on the Administration Office.





## Wood powered desalination

*Self-contained wood powered bore/desalination units*

### Introduction

The Shire of Wagin currently operates three bores for the purpose of lowering the water table to protect town infrastructure. These bores represent a significant operating cost to the shire (electricity), while at the same time also offering a significant opportunity to produce fresh water for the town.

This proposal discusses the potential for developing a modular desalination solution that would operate on woodchips and not require grid power for the bores, product pumps or desalination system. This solution consists of a proven gasification technology capable of producing 20kW of electricity and a low cost RO desalination system.

The background to this proposal is conversations with the shire president (Phil Blight) and CEO (Peter Webster) that indicated a gasification solution to bore pumping and desalination power consumption would be of great interest and fit well with Wagin's past. The solution proposed in this document is a version of Regenerate Industries disaster recovery solution designed for rapid deployment in floods/earthquakes etc...

### Technology

#### *Gasification*

Gasification is a technology that converts woodchips and other forms of carbon containing materials into syngas by heating in an oxygen limited environment. Syngas is short for synthetic gas which is a combustible mixture of Nitrogen, CO, H<sub>2</sub>, tar and other compounds. Gasification has been around for some time, with Wagin's own Harley Pederick of Pederick Engineering fame, developing a gasification system for Vehicles during the late 1930s/1940s. The Pederick gas producer was bolted to the back of a car and produced sufficient syngas from charcoal to allow a car to be driven in the absence of petrol (see Figure 1)

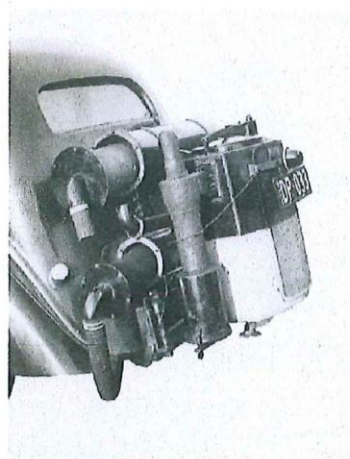


Figure 1: Pederick gas producer

Although gasifiers have been proven for over 70 years, they have made a limited impact on the bioenergy market as their operation is problematic. Most of the issues encountered are related to tar in the syngas causing engine failure and ash bridging in the gasifier hearth.

A number of companies throughout the world produce gasification systems for power generation, however, Regenerate Industries is only aware of one company that has produced a reliable and proven small scale power generation system. The GEK gasifier is a 20kW gasifier system capable of reliably operating on wood chips (see Figure 2). The gasifier comes skid mounted and has the footprint of a pallet. The system includes feed hopper (large stainless steel drum), gasifier, control system, gas cleaning system and 20kW GM industrial engine and alternator. The pallets are designed to compete with diesel generator sets and can operate 24 hrs unattended but require a daily top-up of woodchips and removal of ash.



Figure 2: GEK gasifier 20kW power pallet

The GEK gasifier can be landed in Australia for approximately \$39,000 (after transport and import duty).

### *Desalination*

The process of reverse osmosis for desalination is well proven with purification of water achieved by pressuring water across a membrane with tiny pores that prevent the salts from passing through while

allowing water molecules to pass. Reverse osmosis systems are relatively straightforward consisting of the following key elements:

- Pre-filtration (typically a combination of sand (media) filters and cartridge filters)
- Additive dosing system (anti-scalant and other chemicals to prevent membrane blocking)
- High pressure pump
- Membrane stack
- Control system
- Valves and interconnecting pipework

Although relatively straightforward these systems are not mass produced in Australia and are instead made to order, as a result a system producing about 100-120kL/day will cost around \$100,000. In discussions with NCED representatives Regenerate Industries believes that a low cost mass produced brackish water RO system could be developed for treating bore water like that available in Wagin. This system would produce about 100-120kL/day and cost about \$40,000, with extra cost required if there are unusually high levels of certain minerals in the water.

### *Solution*

Regenerate Industries proposes that the gasification and desalination system be combined in a 20ft container to provide a stand-alone solution for dewatering/fresh water production that does not require electrical power from the grid. The system would be contained in a 20ft container which would house the following components:

- 20kW GEK gasifier
- Low cost brackish water RO system capable of producing 100kL/day
- Woodchip storage
- Power distribution board for connection of bore pump
- Pumps for transfer of brine (extra salty discharge water) and fresh water to storage locations.
- Remote monitoring system

Based on initial estimates, this system would cost approximately \$90,000-\$100,000 to build. This price includes no profit margin or cost recovery.

### **Budget**

The operating costs for the wood powered desalination solution include the following:

- Wood chips
- RO system maintenance including:
  - Membrane replacement
  - Filter replacement
  - Chemicals
- Daily check of system (0.2 x FTE)

Details of these maintenance costs are shown in Table 1. Woodchips could be chipped Mallee from local farms, chipped green waste, chipped bluegum or chipped pallets from Perth. Desalination maintenance is best performed by a contractor or someone trained by the NCED. Daily checks on the system involve a

trained person to check the gasifier, remove ash (by opening a valve) and refilling woodchips. This maintenance budget does not include replacement of bore pumps and the like.

Table 1: Maintenance costs

| Maintenance costs                     |          |          |
|---------------------------------------|----------|----------|
| Maintenance cost of desalination      | \$0.70   | \$/kL    |
| Woodchip cost                         | \$60     | \$/tonne |
| Woodchip consumption                  | 1        | kg/kWh   |
| Estimated electrical load on gasifier | 15       | kW       |
| Annual Woodchip required              | 118.8    | tonnes   |
| Labour costs                          |          |          |
| Labour requirement                    | 0.2      | FTE      |
| Labour cost                           | \$60,000 | \$/year  |

A budget based on these operating costs is shown in Table 2.

Table 2: System budget

| System Revenue              |           |         |
|-----------------------------|-----------|---------|
| Volume of water produced    | 120       | kL/day  |
| Annual operation            | 330       | days/yr |
| Total water volume produced | 39,600    | kL      |
| Value of water              | \$3       | \$/kL   |
| "Revenue"                   | \$118,800 | \$/yr   |
| Total operating cost        |           |         |
| Desalination Maintenance    | \$27,720  | \$/yr   |
| Woodchip purchase           | \$7,128   | \$/year |
| Labour cost                 | \$12,000  | \$/year |
| Total costs                 | \$46,848  |         |
| Profit                      |           |         |
| "Total profit"              | \$71,952  | \$/year |
| Simple payback              | 1.3       | years   |

The value of this system is hard to quantify in Wagin as there is no easy way to substitute the output of the container for scheme water and there are limited opportunities to sell the water. The main advantage for the shire is that the power cost to operate one of the bores could be removed (estimated to be \$10-13,000/yr) while also producing up to 39ML of fresh water for use in the town.

For comparison purposes it is estimated that a solar PV system capable of producing the equivalent amount of energy would cost \$130,000. This price does not include the cost of storage (batteries) which would be required for 24hr operation.

## Opportunity

Regenerate Industries is keen to work with the Shire of Wagin to enable them to become a leader in converting problematic groundwater into fresh water. The gasification/desalination solution put

forward in this proposal ties in neatly with Wagin's history and will make Wagin a place of interest for anyone involved in converting problematic ground water into benefit. At this stage Regenerate Industries is looking for funding to get the idea off the ground, however, no grants are currently available. As a result the purpose of this proposal is to start an open conversation with the shire to investigate ways to move this forward.

### **10.2.1 WAGIN LIBRARY AND GALLERY - SURVEY**

#### **2527 COMMITTEES RECOMMENDATION & COUNCIL DECISION**

Moved: Cr. G K B West

Seconded: Cr. G T Hegarty

That Council engage a consultant to provide a series of concept plans to;

- Upgrade the existing Library
- Develop the Town Hall to accommodate the Library
- Build a new building (next to the Administration Office)

Motion Lost 1/6

Councillor West requested his vote in favour be recorded for this motion.

**11. FINANCE REPORTS****11.1 FINANCIAL REPORTS – JUNE 2014**

|                         |  |
|-------------------------|--|
| PROPONENT:              | Manager Finance & Corporate Services       |
| OWNER:                  | Shire of Wagin                             |
| LOCATION/ADDRESS:       | Shire of Wagin                             |
| AUTHOR OF REPORT:       | Manager Finance & Corporate Services       |
| SENIOR OFFICER:         | Chief Executive Officer                    |
| DATE OF REPORT:         | 20 <sup>th</sup> August 2014               |
| PREVIOUS REPORT(S):     |  |
| DISCLOSURE OF INTEREST: | N/A  |
| FILE REFERENCE:         | N/A  |
| ATTACHMENTS:            | Monthly Financial Report and Payments List |

**BRIEF SUMMARY:**

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

**BACKGROUND:**

The financial statements and list of accounts 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.

**CONSULTATION/COMMUNICATION:**

Nil

**STATUTORY/LEGAL IMPLICATIONS:**

Local Government (Financial Management) Regulations.

**POLICY IMPLICATIONS:**

Nil

**FINANCIAL IMPLICATIONS:**

Nil

**STRATEGIC IMPLICATIONS:**

Nil

**VOTING REQUIREMENTS:**

Simple Majority

**2528 OFFICERS RECOMMENDATION & COUNCIL DECISION**

Moved: Cr. D C Lloyd

Seconded: Cr. G T Hegarty

That Council adopts the Financial Reports for the periods ending 30<sup>th</sup> June 2014 as presented.

Carried 7/0

**2529 OFFICERS RECOMMENDATION & COUNCIL DECISION**

Moved: Cr. G K B West

Seconded: Cr. C J Brockwell

That Cheque No's 3917-3949, 3951-3960, EFT No's 1778-1901, Transport Vouchers, Loan Repayments, Miscellaneous Direct Debits and Bank Fees from the Municipal Fund totalling \$493,506.13 and Cheque No's 2258-2260 and Licensing Transfer from the Trust Fund totalling \$11,233.50 for the month of July 2014 be endorsed and accepted for payment.

Carried 7/0



**Shire of Wagin**  
**MONTHLY FINANCIAL REPORT**  
**For the Period Ended 30th June 2014**

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



**Shire of Wagin**  
**Financial Position as at 30<sup>th</sup> June 2014**

**a) Financial Position**

The shire ended the month of June 2014 with a surplus balance of \$1,294,448

This is made up as follows:

|                             |                    |
|-----------------------------|--------------------|
| Cash at Bank                | 1,352,327          |
| Plus Receivables            | 562,285            |
| Plus Inventory              | 47,653             |
| Less Creditors & Provisions | -667,816           |
|                             | <u>\$1,294,448</u> |

This position has been arrived at due to rate collection, general debtor collection and grant funding.

**b) Investments**

Balance at month end is \$1,497,453 (this includes reserve investments).

**c) Reserve Funds**

Balance at month end is \$945,963.

**d) Projects commenced or underway during the period under review**

Swimming Pool Development Stage 2  
 Well Aged Housing Project

**e) Loans**

Council currently has 12 outstanding loans. This comprises of:

|                     |                         |
|---------------------|-------------------------|
| Shire (7)           | 960,000                 |
| Self Supporting (5) | 160,000                 |
| <b>Total</b>        | <u><b>1,120,000</b></u> |

The principal amount outstanding at 30<sup>th</sup> June 2014 is \$904,930.10.

## f) Ratio

**This is under construction.**

The current Ratio is now in the monthly financials. Below is a comparative table of ratios for the past and present prior to deducting the funds for set projects.

|           | 2011-12 | 2012-13 | 2013-14 |
|-----------|---------|---------|---------|
| July      |         |         |         |
| August    |         |         |         |
| September |         |         |         |
| October   |         |         |         |
| November  |         |         |         |
| December  |         |         | 4.218   |
| January   |         |         | 4.955   |
| February  |         |         | 3.450   |
| March     |         |         | 3.409   |
| April     |         |         | 2.357   |
| May       |         |         | 2.806   |
| June      |         |         | 2.308   |

**Monthly Loan Summary**

| Loan Type   | Rec Centre Redevelopment       | Principal Borrowed  | Outstanding       | June Repayments |
|-------------|--------------------------------|---------------------|-------------------|-----------------|
| 131 Council | Rec Centre Redevelopment       | 145,000.00          | 97,922.05         | 6,472.30        |
| 133 SSL     | Bowling Green - Synthetic Turf | 160,000.00          | 109,236.62        | 1,436.13        |
| 137 Council | Staff Housing                  | 265,000.00          | 223,462.66        | 1,921.13        |
| 138 Council | Dr Housing                     | 150,000.00          | 129,980.19        |                 |
| 139 Council | Pool Redevelopment             | 300,000.00          | 281,788.82        |                 |
| 140 Council | Puntapin Dam Pipeline          | 100,000.00          | 62,539.76         |                 |
|             |                                | <b>1,120,000.00</b> | <b>904,930.10</b> | <b>9,829.56</b> |

W:\ShireData\w\Shire\Finance Documents\  
Loan Repayment Register

Summary

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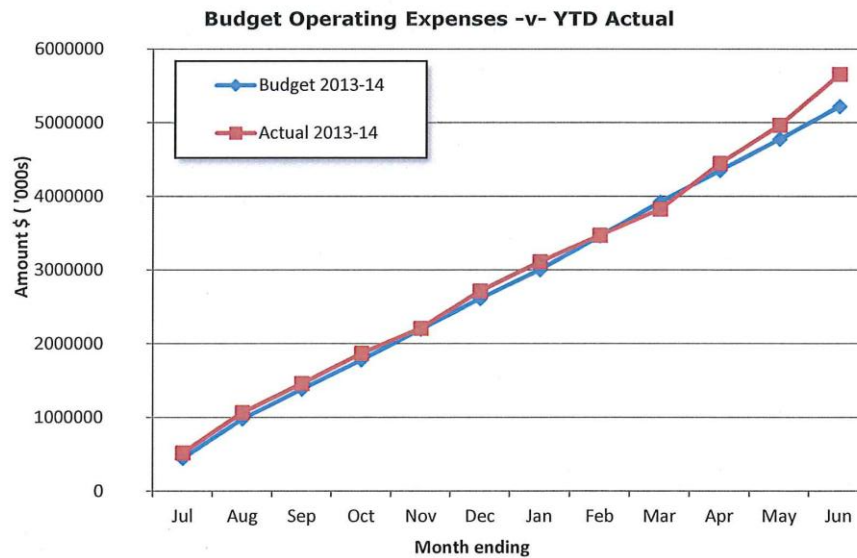
**Shire of Wagin**  
**STATEMENT OF FINANCIAL ACTIVITY**  
**(Statutory Reporting Program)**  
**For the Period Ended 30th June 2014**

|                 |   | FM Reg<br>34(1)(a)   | FM Reg<br>34(1)(b)   | FM Reg<br>34(1)(c)        | FM Reg 34(1)(d)<br>FM Reg 34(5) |           |   |
|-----------------|---|----------------------|----------------------|---------------------------|---------------------------------|-----------|---|
| Note            | Annual Budget<br>4                      | YTD<br>Budget<br>(a) | YTD<br>Actual<br>(b) | Var. \$<br>(b) - (a)<br>3 | Var. %<br>(b) - (a) / (b)<br>3  | Var.      |   |
| FM Reg 34(1)    |   |                      |                      |                           |                                 |           |   |
|                 | <b>Operating Revenues</b>               |                      |                      |                           |                                 |           |   |
| FM Reg 34(3)(b) | Governance                              | 9,100                | 9,100                | 9,964                     | 864                             | 8.67%     | ▼ |
| FM Reg Sch 1    | General Purpose Funding                 | 2,943,852            | 2,943,852            | 1,117,059                 | (1,826,793)                     | (63.54%)  | ▲ |
|                 | Law, Order and Public Safety            | 270,864              | 270,864              | 428,254                   | 157,390                         | 36.75%    | ▲ |
|                 | Health                                  | 91,120               | 91,120               | 88,521                    | (2,599)                         | (2.94%)   | ▼ |
|                 | Education and Welfare                   | 372,617              | 372,617              | 382,021                   | 9,404                           | 2.46%     | ▲ |
|                 | Community Amenities                     | 339,260              | 339,260              | 298,316                   | (40,944)                        | (13.72%)  | ▼ |
|                 | Recreation and Culture                  | 236,493              | 236,493              | 195,963                   | (40,530)                        | (20.68%)  | ▼ |
|                 | Transport                               | 938,915              | 938,915              | 811,006                   | (127,909)                       | (15.77%)  | ▼ |
|                 | Economic Services                       | 225,800              | 225,800              | 106,244                   | (119,556)                       | (112.53%) | ▼ |
|                 | Other Property and Services             | 543,295              | 543,295              | 1,306,125                 | 762,830                         | 58.40%    | ▲ |
|                 | <b>Total (Excluding Rates)</b>          | <b>5,971,316</b>     | <b>5,971,316</b>     | <b>4,743,472</b>          | <b>(1,227,844)</b>              |           |   |
|                 | <b>Operating Expense</b>                |                      |                      |                           |                                 |           |   |
|                 | Governance                              | (307,857)            | (307,857)            | (425,277)                 | (117,420)                       | (27.61%)  | ▲ |
|                 | General Purpose Funding                 | (437,318)            | (437,317)            | (439,767)                 | (2,450)                         | (0.56%)   | ▼ |
|                 | Law, Order and Public Safety            | (190,045)            | (190,044)            | (194,458)                 | (4,414)                         | (2.27%)   | ▼ |
|                 | Health                                  | (283,207)            | (283,207)            | (268,520)                 | 14,687                          | 5.47%     | ▲ |
|                 | Education and Welfare                   | (476,413)            | (476,413)            | (445,411)                 | 31,002                          | 6.96%     | ▼ |
|                 | Community Amenities                     | (544,676)            | (544,676)            | (538,086)                 | 6,590                           | 1.22%     | ▲ |
|                 | Recreation and Culture                  | (860,546)            | (860,546)            | (892,744)                 | (32,198)                        | (3.61%)   | ▲ |
|                 | Transport                               | (1,363,612)          | (1,363,612)          | (1,312,929)               | 50,683                          | 3.86%     | ▲ |
|                 | Economic Services                       | (239,054)            | (239,054)            | (273,651)                 | (34,597)                        | (12.64%)  | ▲ |
|                 | Other Property and Services             | (518,102)            | (518,101)            | (867,672)                 | (349,571)                       | (40.29%)  | ▲ |
|                 | <b>Total</b>                            | <b>(5,220,830)</b>   | <b>(5,220,827)</b>   | <b>(5,658,515)</b>        | <b>(437,688)</b>                |           |   |
|                 | <b>Funding Balance Adjustment</b>       |                      |                      |                           |                                 |           |   |
|                 | Add back Depreciation                   | 1,124,433            | 1,124,433            | 1,124,433                 | 0                               | 0.00%     | ▲ |
|                 | Adjust (Profit)/Loss on Asset Disposal  | (49,290)             | (49,290)             | 2,952                     | 52,242                          | 1769.61%  | ▲ |
|                 | Adjust Provisions and Accruals          | 0                    | 0                    | 14,123                    | 14,123                          | (100.00%) | ▲ |
|                 | <b>Net Operating (Ex. Rates)</b>        | <b>1,825,629</b>     | <b>1,825,632</b>     | <b>226,465</b>            | <b>(1,599,167)</b>              |           |   |
|                 | <b>Capital Revenues</b>                 |                      |                      |                           |                                 |           |   |
|                 | Proceeds from Disposal of Assets        | 179,500              | 45,774               | 45,774                    | 0                               | 0.00%     | ▲ |
|                 | Self-Supporting Loan Principal          | 9,264                | 4,632                | 0                         | (4,632)                         | (100.00%) | ▼ |
|                 | Transfer from Reserves                  | 717,346              | 1,076,019            | 543,346                   | (532,673)                       | (98.04%)  | ▼ |
|                 | <b>Total</b>                            | <b>906,110</b>       | <b>1,126,425</b>     | <b>589,120</b>            | <b>(537,305)</b>                |           |   |
|                 | <b>Capital Expenses</b>                 |                      |                      |                           |                                 |           |   |
|                 | Land Held For Resale                    | 0                    | 0                    | 0                         | 0                               |           |   |
|                 | Land                                    | (70,000)             | (70,000)             | (22,435)                  | 47,565                          | 212.01%   | ▼ |
|                 | Buildings                               | (2,696,169)          | (2,696,169)          | (1,077,288)               | 1,618,881                       | 150.27%   | ▼ |
|                 | Furniture & Equipment                   | (75,867)             | (75,867)             | (76,948)                  | (1,081)                         | (1.40%)   | ▼ |
|                 | Plant & Equipment                       | (311,000)            | (311,000)            | (535,862)                 | (224,862)                       | (41.96%)  | ▲ |
|                 | Roads                                   | (997,196)            | (997,196)            | (981,134)                 | 16,062                          | 1.64%     | ▲ |
|                 | Other Infrastructure                    | (1,102,646)          | (1,102,646)          | (164,899)                 | 937,747                         | 568.68%   | ▼ |
|                 | Repayment of Debentures                 | (60,340)             | (60,341)             | (60,341)                  | 0                               | 0.00%     | ▼ |
|                 | Transfer to Reserves                    | (249,212)            | (249,212)            | (29,012)                  | 220,200                         | 759.00%   | ▼ |
|                 | <b>Total</b>                            | <b>(5,562,430)</b>   | <b>(5,562,431)</b>   | <b>(2,947,919)</b>        | <b>2,614,511</b>                |           |   |
|                 | <b>Net Capital</b>                      | <b>(4,656,320)</b>   | <b>(4,436,006)</b>   | <b>(2,358,799)</b>        | <b>2,077,206</b>                |           |   |
|                 | <b>Total Net Operating + Capital</b>    | <b>(2,830,691)</b>   | <b>(2,610,374)</b>   | <b>(2,132,335)</b>        | <b>478,039</b>                  |           |   |
|                 | Rate Revenue                            | 1,881,092            | 1,881,092            | 1,874,950                 | (6,142)                         | (0.33%)   | ▼ |
|                 | Opening Funding Surplus(Deficit)        | 949,599              | 920,852              | 920,852                   | 0                               | 0.00%     | ▲ |
|                 | <b>Closing Funding Surplus(Deficit)</b> | <b>0</b>             | <b>191,570</b>       | <b>663,468</b>            | <b>471,897</b>                  |           |   |

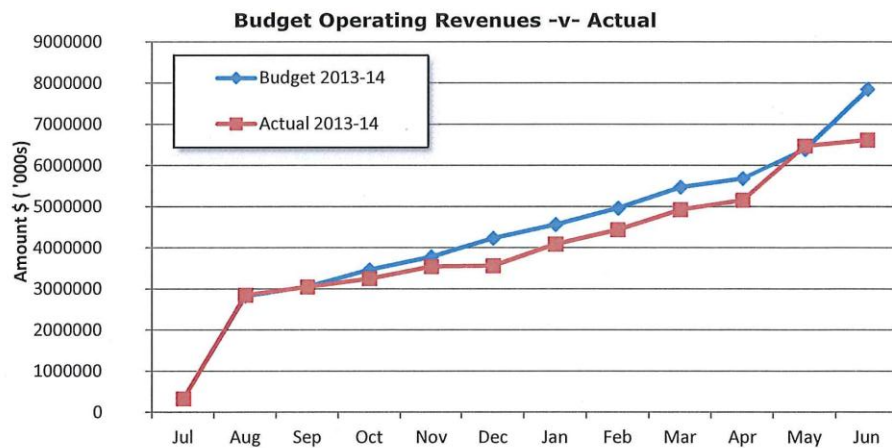
|  |   |
|--|---|
| <b>5.2.8 TRANSPORT</b>   |   |
| Road Maintenance, Romans Data Collection and Street Lighting were all under budget.  | ■ |
| <b>5.2.9 ECONOMIC SERVICES</b>   |   |
| Cost of Water to Standpipes and Caravan Park Maintenance went over the Budget  | ■ |
| <b>5.2.10 OTHER PROPERTY AND SERVICES</b>  |   |
| The New Collie King Road Job from Main Roads was not in the 2013/14 Budget   | ■ |
| <b>5.3 CAPITAL REVENUE</b>   |   |
| <b>5.3.1 GRANTS, SUBSIDIES AND CONTRIBUTIONS</b>   |   |
| <b>5.3.2 PROCEEDS FROM DISPOSAL OF ASSETS</b>  |   |
| <b>5.3.3 PROCEEDS FROM NEW DEBENTURES</b>  |   |
| <b>5.3.4 PROCEEDS FROM SALE OF INVESTMENT</b>  |   |
| <b>5.3.5 PROCEEDS FROM ADVANCES</b>  |   |
| <b>5.3.6 SELF-SUPPORTING LOAN PRINCIPAL</b>  |   |
| <b>5.3.7 TRANSFER FROM RESERVES (RESTRICTED ASSETS)</b>  |   |
| \$543,346 was transferred out of the Municipal Building Reserve for the new CEO's House and the Recreation Development Reserve for the Swimming Pool Building in Line with the Budget    | ■ |
| <b>5.4 CAPITAL EXPENSES</b>  |   |
| <b>5.4.1 LAND HELD FOR RESALE</b>  |   |
| <b>5.4.2 LAND AND BUILDINGS</b>  |   |
| The Well Aged Housing expenditure has not gone as budgeted. Also no expense has been made towards the purchase of the regional refuse land   | ■ |
| <b>5.4.3 FURNITURE AND EQUIPMENT</b>   |   |
| <b>5.4.4 PLANT AND EQUIPMENT</b>   |   |
| The Wedgecarrup Fire Truck was not in initial budget estimates. This amount has been recognised as income under Law, order and Public safety to generate a net zero impact on the budget | ■ |
| <b>5.4.5 INFRASTRUCTURE ASSETS - ROADS</b>   |   |
| <b>5.4.6 INFRASTRUCTURE ASSETS - OTHER</b>   |   |
| Waste Transfer Station, Driver Training School and some other Infrastructural did not go ahead in the 2013/2014 Financial year   | ■ |
| <b>5.4.7 PURCHASES OF INVESTMENT</b>   |   |
| <b>5.4.8 REPAYMENT OF DEBENTURES</b>   |   |
| \$60,341 has been paid towards repaying the Shire's outstanding loans  | ■ |
| <b>5.4.9 ADVANCES TO COMMUNITY GROUPS</b>  |   |
| <b>5.4.10 TRANSFER TO RESERVES (RESTRICTED ASSETS)</b>   |   |
| The \$130,000 was budgeted to be transferred to reserve from the expected proceeds from the sale of the marks Court lots, this sale did not take place.                                  | ■ |
| <b>5.4.11 TRANSFER FROM RESERVES (RESTRICTED ASSETS)</b>   |   |
| <b>5.5 OTHER ITEMS</b>   |   |
| <b>5.5.1 RATE REVENUE</b>  |   |
| <b>5.5.2 OPENING FUNDING SURPLUS(DEFICIT)</b>  |   |

**Shire of Wagin**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 30th June 2014**

**Note 2 - Graphical Representation - Source Statement of Financial Activity**



**Comments/Notes - Operating Expenses**



**Comments/Notes - Operating Revenues**

**Shire of Wagin**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 30th June 2014**

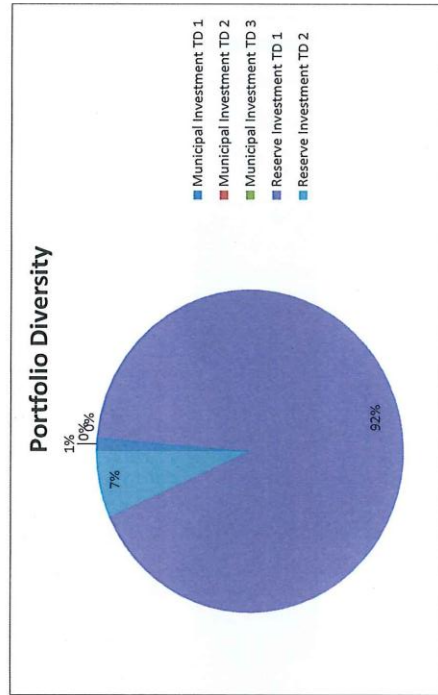
**Note 3: NET CURRENT FUNDING POSITION**

|  |                  |                  |                          | Positive=Surplus (Negative=Deficit) |  |  |
|--|------------------|------------------|--------------------------|-------------------------------------|--|--|
|  |                  |                  |                          | 2013-14                             |  |  |
| Note                                   | This Period      | Last Period      | Same Period<br>Last Year |                                     |  |  |
|  | \$               | \$               | \$                       |                                     |  |  |
| <b>Current Assets</b>                  |                  |                  |                          |                                     |  |  |
| Cash Unrestricted                      | 406,363          | 587,790          | 400,219                  |                                     |  |  |
| Cash Restricted                        | 945,963          | 1,198,552        | 1,460,297                |                                     |  |  |
| Receivables - Rates and Rubbish        | 43,560           | 100,987          | 58,284                   |                                     |  |  |
| Receivables -Other                     | 518,725          | 188,725          | 653,827                  |                                     |  |  |
| Inventories                            | 47,653           | 43,352           | 43,352                   |                                     |  |  |
|  | <b>1,962,265</b> | <b>2,119,407</b> | <b>2,615,979</b>         |                                     |  |  |
| <b>Less: Current Liabilities</b>       |                  |                  |                          |                                     |  |  |
| Payables                               | (406,115)        | (460,263)        | (273,989)                |                                     |  |  |
| Provisions                             | (261,701)        | (275,329)        | (322,041)                |                                     |  |  |
|  | <b>(667,816)</b> | <b>(735,592)</b> | <b>(596,030)</b>         |                                     |  |  |
| Net Current Assets                     | 1,294,448        | 1,383,815        | 2,019,949                |                                     |  |  |
| Less: Cash Restricted                  | (945,963)        | (1,198,552)      | (1,460,297)              |                                     |  |  |
| Net Adjustment for Borrowings          | (0)              | 12,039           | 51,077                   |                                     |  |  |
| Adjustment for Current Leave Liability | 314,982          | 310,124          | 310,124                  |                                     |  |  |
| <b>Net Current Funding Position</b>    | <b>663,467</b>   | <b>507,426</b>   | <b>920,852</b>           |                                     |  |  |

Shire of Wagin  
Monthly Investment Report  
For the Period Ended 30th June 2014

FM Reg.34  
(2)(c)  
Note 4A: CASH INVESTMENTS

| Deposit Ref                 | Deposit Date | Institution | Term (Days) | Invested Interest Rates | Expected Interest | Amount Invested (Days) |       |       |        |      | Total            |                  |
|-----------------------------|--------------|-------------|-------------|-------------------------|-------------------|------------------------|-------|-------|--------|------|------------------|------------------|
|                             |              |             |             |                         |                   | Up to 30               | 30-60 | 60-90 | 90-120 | 120+ |                  |                  |
| <b>General Municipal</b>    |              |             |             |                         |                   |                        |       |       |        |      |                  |                  |
| Municipal                   |              | NAB         | 30          | 0.05%                   | 16                |                        |       |       |        |      | 391,545          | 391,545          |
| Municipal Investment TD 1   |              | NAB         | 30          | 3.14%                   | 34                |                        |       |       |        |      | 13,052           | 13,052           |
| Municipal Investment TD 2   |              | NAB         | 30          | 0.00%                   | -                 |                        |       |       |        |      | -                | -                |
| Municipal Investment TD 3   |              | NAB         | 30          | 0.00%                   | -                 |                        |       |       |        |      | -                | -                |
| SES Corporate Card          |              | NAB         | 30          | 0.00%                   | -                 |                        |       |       |        |      | 1,767            | 1,767            |
| <b>Subtotal</b>             |              |             |             |                         | <b>50</b>         |                        |       |       |        |      | <b>406,363</b>   | <b>406,363</b>   |
| <b>Restricted</b>           |              |             |             |                         |                   |                        |       |       |        |      |                  |                  |
| Reserve Cash at Bank        |              | NAB         | 30          | 0.00%                   | -                 |                        |       |       |        |      | 2,947            | 2,947            |
| Reserve Investment TD 1     |              | NAB         | 30          | 4.15%                   | 2,998             |                        |       |       |        |      | 878,986          | 878,986          |
| Reserve Investment TD 2     |              | NAB         | 30          | 4.15%                   | 218               |                        |       |       |        |      | 64,030           | 64,030           |
| <b>Subtotal</b>             |              |             |             |                         | <b>218</b>        |                        |       |       |        |      | <b>945,963</b>   | <b>945,963</b>   |
| <b>Trust Fund</b>           |              |             |             |                         |                   |                        |       |       |        |      |                  |                  |
| Trust                       |              | NAB         | 30          | 0.00%                   | -                 |                        |       |       |        |      | 145,126          | 145,126          |
| <b>Subtotal</b>             |              |             |             |                         | <b>-</b>          |                        |       |       |        |      | <b>145,126</b>   | <b>145,126</b>   |
| <b>Total Funds Invested</b> |              |             |             |                         | <b>268</b>        |                        |       |       |        |      | <b>1,497,453</b> | <b>1,497,453</b> |



| Deposit Ref                    | Deposit Date | Term (Days) | Invested Interest Rates | Amount Invested | Percentage of Portfolio |
|--------------------------------|--------------|-------------|-------------------------|-----------------|-------------------------|
| <b>National Australia Bank</b> |              |             |                         |                 |                         |
| Municipal Investment TD 1      |              | 269         | 3.14%                   | 13,052          | 1.4%                    |
| <b>Subtotal</b>                |              |             |                         | <b>13,052</b>   | <b>1.4%</b>             |
| <b>National Australia Bank</b> |              |             |                         |                 |                         |
| Municipal Investment TD 2      |              | 179         | 0.00%                   | -               | 0.0%                    |
| <b>Subtotal</b>                |              |             |                         | <b>-</b>        | <b>0.0%</b>             |
| <b>National Australia Bank</b> |              |             |                         |                 |                         |
| Municipal Investment TD 3      |              | 0           | 0.00%                   | -               | 0.0%                    |
| <b>Subtotal</b>                |              |             |                         | <b>-</b>        | <b>0.0%</b>             |
| <b>National Australia Bank</b> |              |             |                         |                 |                         |
| Reserve Investment TD 1        |              | 179         | 4.15%                   | 878,986         | 91.9%                   |
| <b>Subtotal</b>                |              |             |                         | <b>878,986</b>  | <b>91.9%</b>            |
| <b>National Australia Bank</b> |              |             |                         |                 |                         |
| Reserve Investment TD 2        |              | 239         | 4.15%                   | 64,030          | 6.7%                    |
| <b>Subtotal</b>                |              |             |                         | <b>64,030</b>   | <b>6.7%</b>             |
| <b>Total Funds Invested</b>    |              |             |                         | <b>956,069</b>  | <b>100.0%</b>           |



Shire of Wagin  
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
For the Period Ended 30th June 2014

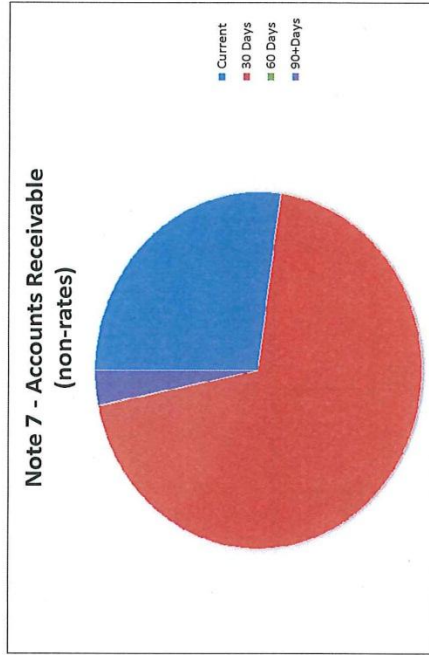
FM Reg 34 (2)(c) **Note 7: RECEIVABLES**  
**Receivables - Rates and Rubbish**

|                                |                    |                    |
|--------------------------------|--------------------|--------------------|
| Opening Arrears Previous Years |                    |                    |
| Rates Levied                   | \$ 135,213         | \$ 129,388         |
| Rubbish charges                | 1,874,934          | 1,784,340          |
| Less Collections to date       | 189,244            | 180,869            |
| Equals Current Outstanding     | <u>(2,142,374)</u> | <u>(1,959,384)</u> |
|                                | 57,018             | 135,213            |
| <b>% Collected</b>             | 97.41%             | 93.54%             |

|                              |                |                |                |                |
|------------------------------|----------------|----------------|----------------|----------------|
| <b>Receivables - General</b> | <b>Current</b> | <b>30 Days</b> | <b>60 Days</b> | <b>90+Days</b> |
|                              | \$ 133,287     | \$ 341,918     | \$ 432         | \$ 15,350      |
| <b>Total Outstanding</b>     |                |                |                | <b>490,986</b> |

Amounts shown above include GST (where applicable)

**Note 7 - Accounts Receivable (non-rates)**



**Comments/Notes - Receivables Rates and Rubbish**

The Rate book also includes an amount of \$66,381 outstanding for Deferred Pensioner rates.

The Shire has a provision for doubtful debts of \$13,459

Shire of Wagin  
 NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
 For the Period Ended 30th June 2014

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 34 (2)(c) Note 10: CAPITAL DISPOSALS AND ACQUISITIONS

| Contributions Information |          |           |       | Summary Acquisitions                   | Current Budget     |                    |
|---------------------------|----------|-----------|-------|--|--------------------|--------------------|
| Grants                    | Reserves | Borrowing | Total |  | Budget             | Actual             |
| \$                        | \$       | \$        | \$    |  | \$                 | \$                 |
| 0                         | 0        | 0         | 0     | <b>Property, Plant &amp; Equipment</b> |                    |                    |
| 0                         | 0        | 0         | 0     | Land Held For Resale                   | 0                  | 0                  |
| 0                         | 0        | 0         | 0     | Land                                   | (70,000)           | 7,565              |
| 0                         | 0        | 0         | 0     | Buildings                              | (2,696,169)        | (1,077,288)        |
| 0                         | 0        | 0         | 0     | Furniture & Equipment                  | (75,867)           | (76,948)           |
|                           |          |           |       | Plant & Equipment                      | (311,000)          | (515,862)          |
|                           |          |           |       | Tools                                  | 0                  | 0                  |
|                           |          |           |       | <b>Infrastructure</b>                  |                    |                    |
| 0                         | 0        | 0         | 0     | Roads                                  | (997,196)          | (981,134)          |
| 0                         | 0        | 0         | 0     | Other Infrastructure                   | (1,102,646)        | (164,899)          |
| 0                         | 0        | 0         | 0     | <b>Capital Totals</b>                  | <b>(5,252,878)</b> | <b>(2,808,567)</b> |

Comments - Capital Acquisitions

| Contributions |          |           |       | Land Held For Resale             | Current Budget |        |
|---------------|----------|-----------|-------|----------------------------------|----------------|--------|
| Grants        | Reserves | Borrowing | Total |                                  | Budget         | Actual |
| \$            | \$       | \$        | \$    |                                  | \$             | \$     |
| 0             | 0        | 0         | 0     | Land Held For Resale Non Current | 0              | 0      |
| 0             | 0        | 0         | 0     | <b>Capital Totals</b>            | 0              | 0      |

| Contributions |          |           |       | Land                              | Current Budget |                |
|---------------|----------|-----------|-------|-----------------------------------|----------------|----------------|
| Grants        | Reserves | Borrowing | Total |                                   | Budget         | Actual         |
| \$            | \$       | \$        | \$    |                                   | \$             | \$             |
|               |          |           |       | Land                              | 0              | (30,000)       |
|               |          |           |       | Regional Refuse Land              | 50,000         | 0              |
|               |          |           |       | DRDL Industrial Blocks of Land    | 0              | 0              |
|               |          |           |       | Economic Development              | 0              | 0              |
|               |          |           |       | Marks Court Blocs Retaining Walls | 20,000         | 22,435         |
| 0             | 0        | 0         | 0     | <b>Capital Totals</b>             | <b>70,000</b>  | <b>(7,565)</b> |

| Contributions |          |           |       | Buildings                           | Current Budget   |                  |
|---------------|----------|-----------|-------|-------------------------------------|------------------|------------------|
| Grants        | Reserves | Borrowing | Total |                                     | Budget           | Actual           |
| \$            | \$       | \$        | \$    |                                     | \$               | \$               |
|               |          |           |       | Buildings                           | 0                | 0                |
|               |          |           |       | Swimming Pool Upgrade               | 0                | 107              |
|               |          |           |       | Purchase Buildings - Other Rec & Sp | 0                | 0                |
|               |          |           |       | Swimming Pool Shades/BBQS           | 0                | 0                |
|               |          |           |       | New Council House CEO               | 443,346          | 439,085          |
|               |          |           |       | R4R CLGF Regional Aged Housing      | 210,000          | 149,987          |
|               |          |           |       | Admin Office Front Counter          | 50,000           | 51,630           |
|               |          |           |       | Wedgocarrup BFB Appliance Shed      | 28,230           | 36,061           |
|               |          |           |       | Swimming Pool Upgrade Stage 2       | 431,333          | 344,377          |
|               |          |           |       | Depot Undercover Area               | 0                | 0                |
|               |          |           |       | Daycare Airconditioner              | 0                | 0                |
|               |          |           |       | Well Aged Housing Stage 2           | 1,376,260        | 56,042           |
|               |          |           |       | Stalls / RV                         | 7,000            | 0                |
|               |          |           |       | Economic Development                | 150,000          | 0                |
|               |          |           |       |                                     | 0                | 0                |
| 0             | 0        | 0         | 0     | <b>Capital Totals</b>               | <b>2,696,169</b> | <b>1,077,288</b> |

Capital Works Program is currently over Year to date budget but still well under the annual budget

Shire of Wagin  
 NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
 For the Period Ended 30th June 2014

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**Note 10: CAPITAL DISPOSALS AND ACQUISITIONS**

| Contributions |          |           |          | Other Infrastructure              | Current Budget<br>This Year |                |
|---------------|----------|-----------|----------|-----------------------------------|-----------------------------|----------------|
| Grants        | Reserves | Borrowing | Total    |                                   | Budget                      | Actual         |
| \$            | \$       | \$        | \$       |                                   | \$                          | \$             |
| 0             |          |           | 0        | Infrastructure Other              | 0                           | 0              |
| 0             |          |           | 0        | Driver Training School            | 150,000                     | 0              |
| 0             |          |           | 0        | Waste Transfer Station            | 350,000                     | 0              |
| 0             |          |           | 0        | Community Family Park             | 60,000                      | 0              |
| 0             |          |           | 0        | Footpaths - Capital Works         | 117,500                     | 102,433        |
| 0             |          |           | 0        | War Memorial Upgrade              | 25,000                      | 0              |
| 0             |          |           | 0        | Caravan Park Upgrade              | 96,906                      | 0              |
| 0             |          |           | 0        | Puntaping Dam Pipe Work           | 55,134                      | 29,281         |
| 0             |          |           | 0        | Townscape Parking Bay             | 48,106                      | 24,275         |
| 0             |          |           | 0        | Townscape Heritage Main Street    | 150,000                     | 8,910          |
| 0             |          |           | 0        | Purchase Land - Other Community A | 50,000                      | 0              |
| 0             |          |           | 0        |                                   | 0                           | 0              |
| <b>0</b>      | <b>0</b> | <b>0</b>  | <b>0</b> | <b>Capital Totals</b>             | <b>1,102,646</b>            | <b>164,899</b> |

Shire of Wagin  
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
For the Period Ended 30th June 2014

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(2)(c) **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<br>1-Jul-13 | Amount Received | Amount Paid    | Closing Balance<br>30-Jun-14 |
|------------------------------|-----------------------------|-----------------|----------------|------------------------------|
|                              | \$                          | \$              | \$             | \$                           |
| Deposits - Town Hall         | 850                         | 1,550           | -1,700         | 700                          |
| Deposits - Community Bus     | 900                         | 3,600           | -3,750         | 750                          |
| Deposits - Rec Ctr & EFP     | 3,112                       | 6,500           | -7,300         | 2,312                        |
| Deposits - Animal Trap       | 0                           | 0               | 0              | 0                            |
| BCITF                        | 0                           | 3,025           | -3,025         | 0                            |
| Building Services Levy       | 0                           | 2,339           | -2,339         | 0                            |
| Nomination Deposits          | 0                           | 560             | -560           | 0                            |
| Pre-Paid Rates               | 0                           | 0               | 0              | 0                            |
| Other Deposits               | 1,579                       | 117,370         | -410           | 118,539                      |
| Unclaimed Monies             | 1,733                       | 0               | 0              | 1,733                        |
| Transport Licensing          | 16,295                      | 10,784          | -16,295        | 10,784                       |
| Bank Charges                 | 0                           | 0               | 0              | 0                            |
| Banking Errors               | 0                           | 200             | -200           | 0                            |
| Deposit - Refuse Site Key    | 20                          | 0               | 0              | 20                           |
| In Lieu of Public Open Space | 8,200                       | 0               | 0              | 8,200                        |
| Staff Christmas Fund         | 0                           | 2,280           | 0              | 2,280                        |
| Trust Accounts Receivable    | -191                        | 0               | 0              | -191                         |
|                              | <b>32,498</b>               | <b>148,207</b>  | <b>-35,579</b> | <b>145,126</b>               |

| Prog | COA     | Description                          | Type | 2013/2014<br>YTD Actual | YTD Budget<br>2013/2014 | Budget 2013/2014 |
|------|---------|--------------------------------------|------|-------------------------|-------------------------|------------------|
|      |         | <b>General Purpose Funding</b>       |      |                         |                         |                  |
|      |         | <b>Rates</b>                         |      |                         |                         |                  |
| 03   | I031005 | GRV                                  | Inc  | (1,937,074)             | (762,500)               | (762,500)        |
| 03   | I031015 | UV                                   | Inc  | -                       | (1,174,255)             | (1,174,255)      |
| 03   | I031025 | GRV Interim Rates                    | Inc  | (654)                   | (3,000)                 | (3,000)          |
| 03   | I031030 | UV Interim Rates                     | Inc  | -                       | (2,000)                 | (2,000)          |
| 03   | I031035 | Back Rates                           | Inc  | (225)                   | (500)                   | (500)            |
| 03   | I031040 | Ex-Gratia Rates (CBH)                | Inc  | (8,020)                 | (7,836)                 | (7,836)          |
| 03   | I031045 | Discount Allowed                     | Inc  | 71,039                  | 69,000                  | 69,000           |
| 03   | I031050 | Instalment Admin Charge              | Inc  | (5,909)                 | (5,000)                 | (5,000)          |
| 03   | I031055 | Account Enquiry Fee                  | Inc  | (4,250)                 | (3,000)                 | (3,000)          |
| 03   | I031060 | (Rate Write Offs)                    | Inc  | 59                      | 15,000                  | 15,000           |
| 03   | I031065 | Penalty Interest                     | Inc  | (13,893)                | (16,000)                | (16,000)         |
| 03   | I031070 | Emergency Services Levy              | Inc  | (82,241)                | (79,500)                | (79,500)         |
| 03   | I031075 | ESL Penalty Interest                 | Inc  | (513)                   | (600)                   | (600)            |
| 03   | I031090 | Rate Legal Charges                   | Inc  | (20,322)                | (9,000)                 | (9,000)          |
|      |         |                                      |      | (2,002,001)             | (1,979,191)             | (1,979,191)      |
| 03   | E031005 | Valuation Expenses                   | Exp  | 10,125                  | 10,000                  | 10,000           |
| 03   | E031010 | Legal Costs                          | Exp  | -                       | 500                     | 500              |
| 03   | E031015 | Title Searches                       | Exp  | 792                     | 500                     | 500              |
| 03   | E031020 | Rate Recovery Expenses               | Exp  | 22,115                  | 9,000                   | 9,000            |
| 03   | E031025 | Printing Stationery Postage          | Exp  | 1,580                   | 1,300                   | 1,300            |
| 03   | E031030 | Emergency Services Levy              | Exp  | 82,602                  | 79,500                  | 79,500           |
| 03   | E031040 | Rate Refunds                         | Exp  | -                       | 3,000                   | 3,000            |
| 03   | E031100 | Administration Allocated             | Exp  | 69,749                  | 69,749                  | 69,749           |
|      |         |                                      |      | 186,961                 | 173,549                 | 173,549          |
|      |         | <b>Other General Purpose Funding</b> |      |                         |                         |                  |
| 03   | I032005 | Grants Commission General            | C    | (469,854)               | (482,303)               | (482,303)        |
| 03   | I032010 | Grants Commission Roads              | C    | (217,564)               | (218,745)               | (218,745)        |
| 03   | I032015 | Pensioner Deferred Subsidy           | Inc  | -                       | (3,000)                 | (3,000)          |
| 03   | I032020 | Administration Rental                | Inc  | (26,000)                | (26,000)                | (26,000)         |
| 03   | I032025 | Photocopies & Publications           | Inc  | (455)                   | (250)                   | (250)            |
| 03   | I032030 | Reimbursements                       | Inc  | (94)                    | (500)                   | (500)            |
| 03   | I032035 | SS Loans Interest Reimb.             | Inc  | (7,876)                 | (7,876)                 | (7,876)          |
| 03   | I032040 | Bank Interest                        | Inc  | (16,199)                | (30,000)                | (30,000)         |
| 03   | I032045 | Reserve Interest                     | Inc  | (29,012)                | (58,412)                | (58,412)         |
| 03   | I032050 | Telephone Reimbursement              | Inc  | -                       | (200)                   | (200)            |
| 03   | I032055 | Commissions & Recoups                | Inc  | -                       | (300)                   | (300)            |
| 03   | I032080 | R4R- Country Local Govt Fund         | S    | -                       | (346,906)               | (346,906)        |
| 03   | I032105 | R4R CLGF Regional 11/12              | S    | (203,276)               | (1,586,260)             | (1,586,260)      |
| 03   | I032131 | Local Govt Energy Efficient Grant    | C    | (19,678)                | -                       | -                |
| 03   | I032135 | RDAF Funding Round 5                 | C    | -                       | (85,000)                | (85,000)         |
|      |         |                                      |      | (990,007)               | (2,845,752)             | (2,845,752)      |
| 03   | E032005 | Bank Fees and Charges                | Exp  | 7,363                   | 7,500                   | 7,500            |
| 03   | E032015 | Interest on Loans                    | Exp  | 54,231                  | 54,577                  | 54,577           |
| 03   | E032030 | Audit Fees & Other Services          | Exp  | 11,460                  | 15,000                  | 15,000           |
| 03   | E032035 | Administration Allocated             | Exp  | 111,454                 | 111,455                 | 111,455          |

| Prog | COA     | Description                              | Type | 2013/2014          | YTD Budget         | Budget 2013/2014   |
|------|---------|--|------|--------------------|--------------------|--------------------|
|      |         |  |      | YTD Actual         | 2013/2014          |                    |
| 03   | E032055 | Penalties                                | Exp  | -                  | 500                | 500                |
| 03   | E032070 | Long term Financial Planning             | Exp  | 14,235             | 14,235             | 14,235             |
| 03   | E032075 | Integrated Plan-Strat Com Plan           | Exp  | 6,395              | 27,654             | 27,654             |
| 03   | E032080 | Interated Plan-Asset Mgmt                | Exp  | 9,518              | 9,517              | 9,517              |
| 03   | E032085 | Financial Management Review              | Exp  | -                  | 9,000              | 9,000              |
| 03   | E032105 | Integrated Plan - Workforce Plan         | Exp  | 15,000             | 14,331             | 14,331             |
| 03   | E032106 | Local Govt Energy Efficient Grant        | Exp  | 23,150             | -                  | -                  |
|      |         |  |      | 252,806            | 263,769            | 263,769            |
|      |         | <b>Total General Purpose Income</b>      |      | <b>(2,992,009)</b> | <b>(4,824,943)</b> | <b>(4,824,943)</b> |
|      |         | <b>Total General Purpose Expenditure</b> |      | <b>439,767</b>     | <b>437,318</b>     | <b>437,318</b>     |
|      |         | <b>Governance</b>                        |      |                    |                    |                    |
|      |         | <b>Membership</b>                        |      |                    |                    |                    |
| 04   | I041020 | Other Income Relating to Members         | Inc  | (3,863)            | (2,000)            | (2,000)            |
| 04   | E041005 | Sitting Fees                             | Exp  | 13,739             | 15,000             | 15,000             |
| 04   | E041010 | Training                                 | Exp  | 1,849              | 4,000              | 4,000              |
| 04   | E041015 | Members Travelling                       | Exp  | 3,017              | 3,500              | 3,500              |
| 04   | E041025 | Election Expenses                        | Exp  | 1,600              | 5,000              | 5,000              |
| 04   | E041030 | Other Expenses                           | Exp  | 1,473              | 1,500              | 1,500              |
| 04   | E041035 | Conference Expenses                      | Exp  | 10,666             | 12,000             | 12,000             |
| 04   | E041040 | Presidents Allowance                     | Exp  | 9,000              | 9,000              | 9,000              |
| 04   | E041045 | Deputy Presidents Allowance              | Exp  | 1,125              | 2,250              | 2,250              |
| 04   | E041055 | Refreshments and Receptions              | Exp  | 25,270             | 18,000             | 18,000             |
| 04   | E041060 | Presentations                            | Exp  | 1,232              | 2,500              | 2,500              |
| 04   | E041065 | Insurance                                | Exp  | 7,528              | 6,047              | 6,047              |
| 04   | E041070 | Public Relations                         | Exp  | 3,122              | 2,500              | 2,500              |
| 04   | E041075 | Subscriptions                            | Exp  | 17,008             | 16,000             | 16,000             |
| 04   | E041100 | Administration Allocated                 | Exp  | 88,206             | 88,206             | 88,206             |
| 04   | E041190 | Depreciation                             | Exp  | 1,650              | 1,650              | 1,650              |
|      |         |  |      | 186,484            | 187,153            | 187,153            |
|      |         | <b>Other Governance</b>                  |      |                    |                    |                    |
| 04   | I042030 | Profit on Sale of Asset                  | Inc  | -                  | (3,100)            | (3,100)            |
| 04   | I042045 | Admin Reimbursements                     | Inc  | (6,101)            | (4,000)            | (4,000)            |
|      |         |  |      | (6,101)            | (7,100)            | (7,100)            |
| 04   | E042005 | Administration Salaries                  | Exp  | 613,590            | 570,000            | 570,000            |
| 04   | E042005 | Admin Leave/Wage Liability               | Exp  | (11,941)           | -                  | -                  |
| 04   | E042010 | Administration Superannuation            | Exp  | 63,992             | 55,500             | 55,500             |
| 04   | E042011 | Loyalty Allowance                        | Exp  | 7,120              | 5,000              | 5,000              |
| 04   | E042012 | Housing Allowance Admin                  | Exp  | 26,643             | 16,000             | 16,000             |
| 04   | E042013 | Admin Mileage                            | Exp  | 198                | -                  | -                  |
| 04   | E042015 | Insurance                                | Exp  | 25,464             | 26,459             | 26,459             |
| 04   | E042020 | Staff Training                           | Exp  | 13,965             | 12,000             | 12,000             |
| 04   | E042025 | Removal Expenses                         | Exp  | 2,804              | 4,000              | 4,000              |
| 04   | E042030 | Printing & Stationary                    | Exp  | 35,424             | 27,000             | 27,000             |
| 04   | E042035 | Phone, Fax & Modem                       | Exp  | 19,820             | 16,000             | 16,000             |
| 04   | E042040 | Office Maintenance                       | Exp  | 58,538             | 51,000             | 51,000             |
| 04   | E042045 | Advertising                              | Exp  | 20,732             | 8,000              | 8,000              |
| 04   | E042050 | Office Equipment Maintenance             | Exp  | 6,151              | 5,000              | 5,000              |

| Prog | COA     | Description                               | Type | 2013/2014      | YTD Budget     | Budget 2013/2014 |
|------|---------|---|------|----------------|----------------|------------------|
|      |         |   |      | YTD Actual     | 2013/2014      |                  |
| 04   | E042055 | Postage & Freight                         | Exp  | 4,524          | 4,000          | 4,000            |
| 04   | E042060 | Vehicle Running Expenses                  | Exp  | 15,087         | 12,500         | 12,500           |
| 04   | E042065 | Legal Expenses                            | Exp  | 4,385          | 4,000          | 4,000            |
| 04   | E042070 | Garden Expenses                           | Exp  | 15,027         | 4,500          | 4,500            |
| 04   | E042075 | Conference & Training                     | Exp  | 12,932         | 8,000          | 8,000            |
| 04   | E042080 | Computer Support                          | Exp  | 44,271         | 37,500         | 37,500           |
| 04   | E042085 | Other Expenses                            | Exp  | 3,686          | 3,000          | 3,000            |
| 04   | E042090 | Administration Allocated                  | Exp  | 120,704        | 120,704        | 120,704          |
| 04   | E042095 | Fringe Benefits Tax                       | Exp  | 15,670         | 11,000         | 11,000           |
| 04   | E042100 | Staff Uniforms                            | Exp  | 4,296          | 5,000          | 5,000            |
| 04   | E042105 | Debt Collection Cost                      | Exp  | 55             | -              | -                |
| 04   | E042115 | Cash Round Off Control                    | Exp  | 7              | -              | -                |
| 04   | E042120 | Depreciation                              | Exp  | 68,500         | 68,500         | 68,500           |
| 04   | E042125 | Less Administration Allocated             | Exp  | (958,381)      | (958,383)      | (958,383)        |
| 04   | E042155 | Lease of Photocopier - Alliance           | Exp  | 5,530          | 4,424          | 4,424            |
|      |         |   |      | 238,793        | 120,704        | 120,704          |
|      |         | <b>Total Governance Income</b>            |      | <b>(9,964)</b> | <b>(9,100)</b> | <b>(9,100)</b>   |
|      |         | <b>Total Governance Expenditure</b>       |      | <b>425,277</b> | <b>307,857</b> | <b>307,857</b>   |
|      |         | <b>Law &amp; Order Public Safety</b>      |      |                |                |                  |
|      |         | <b>Fire Prevention</b>                    |      |                |                |                  |
| 05   | I051010 | FESA - Operating Grant                    | S    | (33,153)       | (26,500)       | (26,500)         |
| 05   | I051011 | FESA - Capital Projects Grant             | S    | (288,678)      | -              | -                |
| 05   | I051015 | Sale of Fire Maps                         | Inc  | (136)          | (250)          | (250)            |
| 05   | I051025 | Reimbursements                            | Inc  | (100)          | (500)          | (500)            |
| 05   | I051030 | Bush Fire Infringements                   | Inc  | (455)          | (250)          | (250)            |
| 05   | I051035 | ESL Admin Fee                             | Inc  | (4,000)        | (4,000)        | (4,000)          |
| 05   | I051070 | Wedgicarrup BFB Appliance Shed            | S    | (58,464)       | (58,464)       | (58,464)         |
| 05   | I051075 | FESA - SES Operating Grant                | S    | (33,250)       | (26,000)       | (26,000)         |
|      |         |   |      | (418,235)      | (115,964)      | (115,964)        |
| 05   | E051010 | Communication Mtce                        | Exp  | 3,326          | 4,000          | 4,000            |
| 05   | E051015 | Advertising & Other Expenses              | Exp  | 9,237          | 5,000          | 5,000            |
| 05   | E051020 | Fire Fighting Expenses                    | Exp  | 11,392         | 5,500          | 5,500            |
| 05   | E051025 | Town Block Burn Off                       | Exp  | 2,884          | 1,500          | 1,500            |
| 05   | E051035 | Insurances                                | Exp  | 6,950          | 8,900          | 8,900            |
| 05   | E051040 | Piesseville & Wedgicarrup Appliance Sheds | Exp  | 636            | 3,000          | 3,000            |
| 05   | E051045 | Mt Latham & Condinging Repeats            | Exp  | 327            | 1,000          | 1,000            |
| 05   | E051050 | Shared Emergency Services Mgr             | Exp  | 5,994          | 10,000         | 10,000           |
| 05   | E051060 | SES Operation Expenditure                 | Exp  | 24,217         | 26,000         | 26,000           |
| 05   | E051100 | Administration Allocated                  | Exp  | 41,921         | 41,922         | 41,922           |
| 05   | E051190 | Depreciation                              | Exp  | 21,800         | 21,800         | 21,800           |
|      |         |   |      | 128,685        | 128,622        | 128,622          |
|      |         | <b>Animal Control</b>                     |      |                |                |                  |
| 05   | I052005 | Dog Fines and Fees                        | Inc  | (1,643)        | (500)          | (500)            |
| 05   | I052010 | Hire of Animal Traps                      | Inc  | (10)           | (100)          | (100)            |
| 05   | I052015 | Dog Registration                          | Inc  | (3,019)        | (3,000)        | (3,000)          |
| 05   | I052015 | Cat Registration                          | Inc  | (986)          | -              | -                |
| 05   | I052020 | Reimbursements                            | Inc  | -              | (500)          | (500)            |
|      |         |   |      | (5,659)        | (4,100)        | (4,100)          |

| Prog | COA     | Description  | Type | 2013/2014<br>YTD Actual | YTD Budget<br>2013/2014 | Budget 2013/2014 |
|------|---------|--|------|-------------------------|-------------------------|------------------|
| 05   | E052005 | Ranger Salary  | Exp  | 20,786                  | 18,000                  | 18,000           |
| 05   | E052007 | Ranger Telephone                                       | Exp  | 313                     | 600                     | 600              |
| 05   | E052010 | Pound Maintenance                                      | Exp  | 1,081                   | 1,400                   | 1,400            |
| 05   | E052015 | Dog Control Insurance                                  | Exp  | 410                     | 580                     | 580              |
| 05   | E052020 | Legal Fees   | Exp  | 946                     | 500                     | 500              |
| 05   | E052025 | Training & Conference                                  | Exp  | 4,225                   | 3,000                   | 3,000            |
| 05   | E052030 | Ranger Services Other                                  | Exp  | 4,129                   | 1,000                   | 1,000            |
| 05   | E052035 | Administration Allocated                               | Exp  | 27,708                  | 27,708                  | 27,708           |
| 05   | E052040 | Cat Act Grant Expenditure                              | Exp  | 947                     | 2,535                   | 2,535            |
|      |         |  |      | 60,545                  | 55,323                  | 55,323           |
|      |         | <b>Other Law &amp; Order Public Safety</b>             |      |                         |                         |                  |
| 05   | I053005 | Abandoned Vehicles                                     | Inc  | -                       | (300)                   | (300)            |
| 05   | I053040 | Safer Wagin  | Inc  | (4,360)                 | -                       | -                |
| 05   | I053055 | Reimbursements   | Inc  | -                       | (500)                   | (500)            |
| 05   | I053070 | Driver Training Program                                | Inc  | -                       | (150,000)               | (150,000)        |
|      |         |  |      | (4,360)                 | (150,800)               | (150,800)        |
| 05   | E053005 | Abandoned Vehicles                                     | Exp  | 544                     | 300                     | 300              |
| 05   | E053010 | Emergency Services                                     | Exp  | 211                     | 800                     | 800              |
| 05   | E053045 | CCTV Maintenance                                       | Exp  | 1,134                   | 1,000                   | 1,000            |
| 05   | E053050 | Covert Cameras for CCTV System                         | Exp  | -                       | -                       | -                |
| 05   | E053055 | Mosquito Control                                       | Exp  | 3,338                   | 4,000                   | 4,000            |
|      |         |  |      | 5,227                   | 6,100                   | 6,100            |
|      |         | <b>Total Law Order &amp; Public Safety Income</b>      |      | <b>(428,254)</b>        | <b>(270,864)</b>        | <b>(270,864)</b> |
|      |         | <b>Total Law Order &amp; Public Safety Expenditure</b> |      | <b>194,458</b>          | <b>190,045</b>          | <b>190,045</b>   |
|      |         | <b>Health</b>  |      |                         |                         |                  |
|      |         | <b>Maternal &amp; Infant Health</b>                    |      |                         |                         |                  |
| 07   | I071010 | Infant Health Vehicle                                  | Inc  | -                       | -                       | -                |
| 07   | I071020 | Profit on Sale of Asset                                | Inc  | -                       | -                       | -                |
|      |         |  |      | -                       | -                       | -                |
| 07   | E071005 | Medical Centre Mtce                                    | Exp  | 5,157                   | 3,800                   | 3,800            |
| 07   | E071190 | Depreciation   | Exp  | 3,400                   | 3,400                   | 3,400            |
|      |         |  |      | 8,557                   | 7,200                   | 7,200            |
|      |         | <b>Admin &amp; Inspections</b>                         |      |                         |                         |                  |
| 07   | I074005 | Food Vendor's Licences                                 | Inc  | -                       | (300)                   | (300)            |
| 07   | I074015 | Contrib. Regional Health Scheme                        | Inc  | (82,601)                | (84,000)                | (84,000)         |
| 07   | I074020 | Reimbursements   | Inc  | (85)                    | -                       | -                |
|      |         |  |      | (82,687)                | (84,300)                | (84,300)         |
| 07   | E074005 | EHO Salary   | Exp  | 92,117                  | 90,000                  | 90,000           |
| 07   | E074005 | EHO Leave /Wages Liability                             | Exp  | (2,508)                 | -                       | -                |
| 07   | E074010 | EHO Superannuation                                     | Exp  | 8,873                   | 9,000                   | 9,000            |
| 07   | E074015 | Other Control Expenses                                 | Exp  | 7,293                   | 7,700                   | 7,700            |
| 07   | E074020 | EHO/Building Surveyor Mileage                          | Exp  | 28,845                  | 28,000                  | 28,000           |
|      |         |  |      |                         |                         |                  |
| 07   | E074030 | Conferences & Training                                 | Exp  | 256                     | 1,000                   | 1,000            |
| 07   | E074100 | Administration Allocated                               | Exp  | 43,787                  | 43,787                  | 43,787           |
|      |         |  |      | 178,663                 | 179,487                 | 179,487          |



| Prog                            | COA     | Description                     | Type | 2013/2014<br>YTD Actual        | YTD Budget<br>2013/2014 | Budget 2013/2014 |
|---------------------------------|---------|---------------------------------|------|--------------------------------|-------------------------|------------------|
|                                 |         |                                 |      | <b>Other Health</b>            |                         |                  |
| 07                              | I076010 | Rent - Medical Centre-Dentist   | Inc  | (3,120)                        | (3,120)                 | (3,120)          |
| 07                              | I076015 | Reimbursements - IPN Medical    | Inc  | (1,275)                        | (1,000)                 | (1,000)          |
| 07                              | I076020 | Meeting Room Fees               | Inc  | (809)                          | (2,200)                 | (2,200)          |
| 07                              | I076040 | Reimbursements - Dr Norris      | Inc  | (630)                          | (500)                   | (500)            |
|                                 |         |                                 |      | (5,834)                        | (6,820)                 | (6,820)          |
| 07                              | E076020 | Medical Centre Mtce             | Exp  | 8,935                          | 11,370                  | 11,370           |
| 07                              | E076025 | Depreciation                    | Exp  | 23,200                         | 23,200                  | 23,200           |
| 07                              | E076030 | Doctors Vehicle Mtce            | Exp  | 2,037                          | 1,500                   | 1,500            |
| 07                              | E076040 | IPN Medical Services            | Exp  | 46,665                         | 59,000                  | 59,000           |
| 07                              | E076060 | Health Inaiatives and Forums    | Exp  | -                              | 1,000                   | 1,000            |
|                                 |         |                                 |      | 80,837                         | 96,070                  | 96,070           |
|                                 |         |                                 |      | <b>Preventative Services</b>   |                         |                  |
| 07                              | E077010 | Analytical Expenses             | Exp  | 464                            | 450                     | 450              |
|                                 |         |                                 |      | 464                            | 450                     | 450              |
| <b>Total Health Income</b>      |         |                                 |      | <b>(88,521)</b>                | <b>(91,120)</b>         | <b>(91,120)</b>  |
| <b>Total Health Expenditure</b> |         |                                 |      | <b>268,520</b>                 | <b>283,207</b>          | <b>283,207</b>   |
|                                 |         |                                 |      | <b>Education &amp; Welfare</b> |                         |                  |
|                                 |         |                                 |      | <b>Education</b>               |                         |                  |
| 08                              | I080015 | AEDI Local Champions Program    |      | (7,273)                        | -                       | -                |
| 08                              | I081010 | Contrib. to Oval Mtce           | Inc  | (6,885)                        | (2,700)                 | (2,700)          |
|                                 |         |                                 |      | (14,157)                       | (2,700)                 | (2,700)          |
| 08                              | E080015 | AEDI Local Champions Program    | Exp  | 2,439                          | -                       | -                |
| 08                              | E080010 | Daycare Maintenance             | Exp  | 3,356                          | 6,000                   | 6,000            |
| 08                              | E080190 | Depreciation                    | Exp  | 2,000                          | 2,000                   | 2,000            |
| 08                              | E081020 | School Oval Mtce                | Exp  | 10,801                         | 5,400                   | 5,400            |
| 08                              | E081030 | Contribution - Wagin Youth Care | Exp  | 1,800                          | 1,800                   | 1,800            |
|                                 |         |                                 |      | 20,395                         | 15,200                  | 15,200           |
|                                 |         |                                 |      | <b>HACC Program</b>            |                         |                  |
| 08                              | I082010 | HACC Recurrent Grant            | Inc  | (299,896)                      | (292,467)               | (292,467)        |
| 08                              | I082015 | Meals on Wheels                 | Inc  | (23,457)                       | (30,000)                | (30,000)         |
| 08                              | I082020 | Fee for Service                 | Inc  | (31,875)                       | (23,000)                | (23,000)         |
| 08                              | I082030 | Reimbursements                  | Inc  | (756)                          | (500)                   | (500)            |
| 08                              | I082035 | Profit on Sale of Asset         | Inc  | -                              | (10,500)                | (10,500)         |
|                                 |         |                                 |      | (355,984)                      | (356,467)               | (356,467)        |
| 08                              | E082010 | Co-ordinator Salary             | Exp  | 57,604                         | 57,500                  | 57,500           |
| 08                              | E082010 | HACC Leave / Wages Liability    | Exp  | (4,949)                        | -                       | -                |
| 08                              | E082015 | Home Mtce Salary                | Exp  | 17,746                         | 21,000                  | 21,000           |
| 08                              | E082020 | Respite Salaries                | Exp  | 1,322                          | 2,000                   | 2,000            |
| 08                              | E082025 | Home Help Salaries              | Exp  | 118,535                        | 120,000                 | 120,000          |
| 08                              | E082030 | Superannuation                  | Exp  | 17,042                         | 17,000                  | 17,000           |
| 08                              | E082035 | Other Expenses                  | Exp  | 4,976                          | 4,500                   | 4,500            |
| 08                              | E082040 | Travelling - Mileage            | Exp  | 13,849                         | 17,000                  | 17,000           |
| 08                              | E082045 | Staff Training                  | Exp  | 725                            | 1,500                   | 1,500            |
| 08                              | E082050 | Staff Training Salaries         | Exp  | 5,672                          | 1,000                   | 1,000            |
| 08                              | E082055 | Subscriptions                   | Exp  | 468                            | 3,000                   | 3,000            |
| 08                              | E082060 | Telephone & Postage             | Exp  | 7,772                          | 5,500                   | 5,500            |

| Prog   | COA     | Description                           | Type | 2013/2014        | YTD Budget       | Budget 2013/2014 |
|--|---------|---------------------------------------|------|------------------|------------------|------------------|
|  |         |                                       |      | YTD Actual       | 2013/2014        |                  |
| 08   | E082065 | Advertising & Stationery              | Exp  | 1,356            | 1,500            | 1,500            |
| 08   | E082070 | Insurance                             | Exp  | 6,853            | 8,000            | 8,000            |
| 08   | E082075 | Office Accommodation                  | Exp  | 26,000           | 26,000           | 26,000           |
| 08   | E082080 | Plant & Equipment Mtce                | Exp  | 16,791           | 16,000           | 16,000           |
| 08   | E082085 | Consumable Supplies                   | Exp  | 1,807            | 4,000            | 1,000            |
| 08   | E082090 | Expenditure from Donations            | Exp  | 2,464            | 1,000            | 4,000            |
| 08   | E082100 | Administration Allocated              | Exp  | 40,382           | 40,382           | 40,382           |
| 08   | E082110 | Meals on Wheels Expenditure           | Exp  | 37,564           | 42,289           | 42,289           |
| 08   | E082120 | Loss on Sale of Asset                 | Exp  | 8,181            | -                | -                |
| 08   | E082190 | Depreciation                          | Exp  | 21,800           | 21,800           | 21,800           |
|  |         | <b>Other Welfare</b>                  |      | 403,959          | 410,971          | 410,971          |
| 08   | I083010 | Reimbursements                        | Inc  | (5,416)          | (8,000)          | (8,000)          |
| 08   | I083015 | Fee for Service                       | Inc  | -                | (250)            | (250)            |
| 08   | I083020 | Fee for Service                       | Inc  | (727)            | -                | -                |
| 08   | I083035 | Day Care Lease                        | Inc  | (5,736)          | (5,200)          | (5,200)          |
|  |         |                                       |      | (11,879)         | (13,450)         | (13,450)         |
| 08   | E083010 | Wagin Frail Aged                      | Exp  | 5,672            | 7,600            | 7,600            |
| 08   | E083020 | Comm. Aged Care Expenses              | Exp  | 8,637            | 34,894           | 34,894           |
| 08   | E083025 | Donation- Southern Agcare             | Exp  | -                | 1,000            | 1,000            |
| 08   | E083045 | Seniors Advocacy Officer              | Exp  | 2,998            | 2,998            | 2,998            |
| 08   | E083190 | Depreciation                          | Exp  | 3,750            | 3,750            | 3,750            |
|  |         |                                       |      | 21,057           | 50,242           | 50,242           |
| <b>Total Education &amp; Welfare Income</b>      |         |                                       |      | <b>(382,021)</b> | <b>(372,617)</b> | <b>(372,617)</b> |
| <b>Total Education &amp; Welfare Expenditure</b> |         |                                       |      | <b>445,411</b>   | <b>476,413</b>   | <b>476,413</b>   |
| <b>Community Amenities</b>                       |         |                                       |      |                  |                  |                  |
| <b>Sanitation Household</b>                      |         |                                       |      |                  |                  |                  |
| 10   | I101005 | Domestic Collection                   | Inc  | (189,244)        | (188,240)        | (188,240)        |
|  |         |                                       |      | (189,244)        | (188,240)        | (188,240)        |
| 10   | E101005 | Domestic Refuse Collection            | Exp  | 43,387           | 48,000           | 48,000           |
| 10   | E101010 | Recycling Pick-Up                     | Exp  | 67,325           | 69,760           | 69,760           |
| 10   | E101015 | Refuse Site Mtce                      | Exp  | 43,345           | 40,000           | 40,000           |
| 10   | E101020 | Chemical Drum Disposal Costs          | Exp  | 4,857            | 4,000            | 4,000            |
| 10   | E101025 | Refuse Site Attendant                 | Exp  | 52,305           | 51,500           | 51,500           |
| 10   | E101030 | New Refuse Site                       | Exp  | 5,000            | 5,000            | 5,000            |
|  |         |                                       |      | 216,220          | 218,260          | 218,260          |
| <b>Sanitation Other</b>                          |         |                                       |      |                  |                  |                  |
| 10   | I102002 | Commercial Collection Charges         | Inc  | (54,668)         | (52,520)         | (52,520)         |
| 10   | I102005 | Reimbursement Drummuster              | Inc  | (6,711)          | (6,000)          | (6,000)          |
| 10   | I102005 | Regional Refuse Group                 | Inc  | -                | -                | -                |
| 10   | I102010 | Charges Bulk Rubbish                  | Inc  | (14,400)         | (15,000)         | (15,000)         |
| 10   | I102015 | Sale of Refuse Scrap                  | Inc  | (6,746)          | (4,000)          | (4,000)          |
| 10   | I102020 | Refuse Site Fees                      | Inc  | (12,691)         | (11,000)         | (11,000)         |
| 10   | I102021 | Regional Refuse Group Waste Authority | Inc  | -                | -                | -                |
|  |         |                                       |      | (95,215)         | (88,520)         | (88,520)         |

| Prog | COA     | Description                                  | Type | 2013/2014<br>YTD Actual | YTD Budget<br>2013/2014 | Budget 2013/2014 |
|------|---------|--|------|-------------------------|-------------------------|------------------|
| 10   | E102005 | Commercial Collection                        | Exp  | 13,240                  | 13,500                  | 13,500           |
| 10   | E102007 | Regional Refuse Group Expenses               | Exp  | 82,583                  | 82,583                  | 82,583           |
| 10   | E102010 | Bulk Rubbish Collection                      | Exp  | 14,467                  | 15,000                  | 15,000           |
| 10   | E102035 | Refuse Site Rehabilitation                   | Exp  | 11,714                  | 10,000                  | 10,000           |
| 10   | E102190 | Depreciation                                 | Exp  | 10,500                  | 10,500                  | 10,500           |
|      |         | <b>Sewerage</b>                              |      | 132,504                 | 131,583                 | 131,583          |
| 10   | I104005 | Septic Tank Fees                             | Inc  | -                       | (1,000)                 | (1,000)          |
|      |         |  |      | -                       | (1,000)                 | (1,000)          |
| 10   | E104005 | Sewerage Treatment Plant                     | Exp  | 143                     | 1,100                   | 1,100            |
| 10   | E104190 | Depreciation                                 | Exp  | 210                     | 210                     | 210              |
|      |         | <b>Town Planning</b>                         |      | 353                     | 1,310                   | 1,310            |
| 10   | I106005 | Planning Fees                                | Inc  | (697)                   | (3,000)                 | (3,000)          |
|      |         |  |      | (697)                   | (3,000)                 | (3,000)          |
| 10   | E106005 | Town Planning Expenses                       | Exp  | 18,875                  | 18,000                  | 18,000           |
| 10   | E106020 | Local Planning Strategy                      | Exp  | 14,213                  | 15,000                  | 15,000           |
| 10   | E106100 | Administration Allocated                     | Exp  | 37,098                  | 37,098                  | 37,098           |
|      |         | <b>Other Community Amenities</b>             |      | 70,186                  | 70,098                  | 70,098           |
| 10   | I107005 | Cemetery Fees                                | Inc  | (7,175)                 | (12,500)                | (12,500)         |
| 10   | I107010 | Community Bus Income                         | Inc  | (5,984)                 | (6,000)                 | (6,000)          |
| 10   | I107015 | Cemetery Upgrade Funding                     | Inc  | -                       | (40,000)                | (40,000)         |
|      |         |  |      | (13,159)                | (58,500)                | (58,500)         |
| 10   | E107005 | Cemetery Mtce                                | Exp  | 12,603                  | 14,000                  | 14,000           |
| 10   | E107010 | Public Convenience Mtce                      | Exp  | 45,321                  | 52,500                  | 52,500           |
| 10   | E107015 | Community Bus Operating                      | Exp  | 5,974                   | 2,000                   | 2,000            |
| 10   | E107100 | Administration Allocated                     | Exp  | 44,425                  | 44,425                  | 44,425           |
| 10   | E107190 | Depreciation                                 | Exp  | 10,500                  | 10,500                  | 10,500           |
|      |         |  |      | 118,823                 | 123,425                 | 123,425          |
|      |         | <b>Total Community Amenities Income</b>      |      | <b>(298,316)</b>        | <b>(339,260)</b>        | <b>(339,260)</b> |
|      |         | <b>Total Community Amenities Expenditure</b> |      | <b>538,086</b>          | <b>544,676</b>          | <b>544,676</b>   |
|      |         | <b>Recreation and Culture</b>                |      |                         |                         |                  |
|      |         | <b>Public Halls and Civic Centres</b>        |      |                         |                         |                  |
| 11   | I111005 | Town Hall Hire                               | Inc  | (2,735)                 | (3,000)                 | (3,000)          |
| 11   | I111010 | Reimbursements                               | Inc  | -                       | (200)                   | (200)            |
| 11   | I111015 | Town Hall Lease -L Piesse                    | Inc  | (3,600)                 | (3,600)                 | (3,600)          |
|      |         |  |      | (6,335)                 | (6,800)                 | (6,800)          |
| 11   | E111005 | Town Hall Mtce                               | Exp  | 16,755                  | 21,500                  | 21,500           |
| 11   | E111010 | Other Halls Mtce                             | Exp  | 1,794                   | 5,000                   | 5,000            |
| 11   | E111190 | Depreciation                                 | Exp  | 3,300                   | 3,300                   | 3,300            |
|      |         |  |      | 21,849                  | 29,800                  | 29,800           |

| Prog                    | COA     | Description                      | Type | 2013/2014<br>YTD Actual | YTD Budget<br>2013/2014 | Budget 2013/2014 |
|-------------------------|---------|----------------------------------|------|-------------------------|-------------------------|------------------|
| <b>Swimming Pool</b>    |         |                                  |      |                         |                         |                  |
| 11                      | I112005 | Swimming Pool Subsidy            | S    | -                       | (3,000)                 | (3,000)          |
| 11                      | I112010 | Swimming Pool Admission          | Inc  | (29,678)                | (26,000)                | (26,000)         |
| 11                      | I112020 | Reimbursements                   | Inc  | (202)                   | (1,500)                 | (1,500)          |
| 11                      | I112025 | CSRFF Grant- Swim Pool Stage 2   | S    | (121,000)               | (161,333)               | (161,333)        |
|                         |         |                                  |      | (150,880)               | (191,833)               | (191,833)        |
| 11                      | E112005 | Pool Manager's Salary            | Exp  | 55,515                  | 53,000                  | 53,000           |
| 11                      | E112010 | Superannuation                   | Exp  | 4,789                   | 5,000                   | 5,000            |
| 11                      | E112015 | Swimming Pool Maintenance        | Exp  | 101,035                 | 86,000                  | 86,000           |
| 11                      | E112020 | Other Expenses                   | Exp  | 4,575                   | 5,000                   | 5,000            |
| 11                      | E112190 | Depreciation                     | Exp  | 41,500                  | 41,500                  | 41,500           |
|                         |         |                                  |      | 207,414                 | 190,500                 | 190,500          |
| <b>Other Recreation</b> |         |                                  |      |                         |                         |                  |
| 11                      | I113005 | Sportsground Rental              | Inc  | (5,182)                 | (5,000)                 | (5,000)          |
| 11                      | I113010 | Sportsground Reimbursements      | Inc  | (216)                   | (500)                   | (500)            |
| 11                      | I113015 | Power Reimbursements             | Inc  | (5,450)                 | (6,500)                 | (6,500)          |
| 11                      | I113020 | Recreation Centre Hire           | Inc  | (5,650)                 | (6,000)                 | (6,000)          |
| 11                      | I113025 | Reimbursements Other             | Inc  | (149)                   | (500)                   | (500)            |
| 11                      | I113030 | Contribution to Rec Centre Equ.  | Inc  | (1,800)                 | (1,800)                 | (1,800)          |
| 11                      | I113035 | Sporting Club Leases             | Inc  | -                       | (60)                    | (60)             |
| 11                      | I113055 | Eric Farrow Pavillion Hire       | Inc  | (6,543)                 | (5,500)                 | (5,500)          |
| 11                      | I113060 | Community Development Officer    | S    | (10,461)                | (10,000)                | (10,000)         |
|                         |         |                                  |      | (35,450)                | (35,860)                | (35,860)         |
| 11                      | E113005 | Sportsground Mtce                | Exp  | 88,118                  | 73,000                  | 73,000           |
| 11                      | E113010 | Sportsground Building Mtce       | Exp  | 22,827                  | 32,500                  | 32,500           |
| 11                      | E113015 | Wetlands Park Mtce               | Exp  | 50,075                  | 54,000                  | 54,000           |
| 11                      | E113020 | Parks & Gardens Mtce             | Exp  | 42,732                  | 49,000                  | 49,000           |
| 11                      | E113025 | Puntapin/Norring Lake Mtce       | Exp  | 5,033                   | 700                     | 700              |
| 11                      | E113030 | Recreation Centre Mtce           | Exp  | 50,654                  | 50,000                  | 50,000           |
| 11                      | E113035 | Rec Staff Salaries               | Exp  | 18,589                  | 26,000                  | 26,000           |
| 11                      | E113038 | Rec Staff Leave / Wage Liability | Exp  | (323)                   | -                       | -                |
| 11                      | E113040 | Superannuation                   | Exp  | 2,653                   | 2,236                   | 2,236            |
| 11                      | E113045 | Other Expenses                   | Exp  | 3,089                   | 2,500                   | 2,500            |
| 11                      | E113065 | Eric Farrow Pavilion Mtce        | Exp  | 19,829                  | 16,500                  | 16,500           |
| 11                      | E113070 | Rec Centre Sports Equipment      | Exp  | 1,223                   | 2,500                   | 2,500            |
| 11                      | E113095 | Club Development Officer         | Exp  | 17,550                  | 14,828                  | 14,828           |
| 11                      | E113100 | Administration Allocated         | Exp  | 77,957                  | 77,957                  | 77,957           |
| 11                      | E113120 | Paint Giant Ram and Pergola      | Exp  | 12,545                  | 12,000                  | 12,000           |
| 11                      | E113125 | Rec Centre Kiosk                 | Exp  | -                       | 500                     | 500              |
| 11                      | E113190 | Depreciation                     | Exp  | 100,800                 | 100,800                 | 100,800          |
|                         |         |                                  |      | 513,352                 | 515,021                 | 515,021          |
| <b>Library</b>          |         |                                  |      |                         |                         |                  |
| 11                      | I115005 | Library Luncheon                 | Inc  | (1,730)                 | -                       | -                |
|                         |         |                                  |      | (1,730)                 | -                       | -                |
| 11                      | E115005 | Librarian Salary                 | Exp  | 41,047                  | 26,000                  | 26,000           |
| 11                      | E115005 | LibrarianLeave / Wages Liability | Exp  | (986)                   | -                       | -                |
| 11                      | E115015 | Library Building Mtce            | Exp  | 2,757                   | 3,400                   | 3,400            |

| Prog | COA     | Description                                       | Type | 2013/2014        | YTD Budget       |                  |
|------|---------|---|------|------------------|------------------|------------------|
|      |         |   |      | YTD Actual       | 2013/2014        | Budget 2013/2014 |
| 11   | E115020 | Library Other Expenses                            | Exp  | 6,653            | 4,000            | 4,000            |
| 11   | E115030 | Library Luncheon                                  | EXP  | 1,762            | -                |                  |
| 11   | E115190 | Depreciation                                      | Exp  | 1,000            | 1,000            | 1,000            |
|      |         |   |      | 52,233           | 34,400           | 34,400           |
|      |         | <b>Other Culture</b>                              |      |                  |                  |                  |
| 11   | I119015 | Contribution to Woolorama                         | Cont | (909)            | (1,000)          | (1,000)          |
| 11   | I119020 | Reimbursements                                    | Reim | (658)            | (1,000)          | (1,000)          |
|      |         |   |      | (1,567)          | (2,000)          | (2,000)          |
| 11   | E116005 | Subsidy Woolorama Committee                       | Exp  | 500              | 525              | 525              |
| 11   | E116010 | Woolorama Costs & Maintenance                     | Exp  | 69,918           | 63,000           | 63,000           |
| 11   | E116015 | Mtce - Tudhoe St Community Centre                 | Exp  | 3,083            | 4,000            | 4,000            |
| 11   | E116020 | Historical Village                                | Exp  | 2,398            | 1,400            | 1,400            |
| 11   | E116040 | Great Southern Concert Band                       | Exp  | 400              | 400              | 400              |
| 11   | E116045 | Harvest / Street Carnival (WAGS)                  | Exp  | 9,526            | 10,000           | 10,000           |
| 11   | E116050 | Rec Centre Carpet & Rollers                       | Exp  | 7,571            | 7,000            | 7,000            |
| 11   | E116190 | Depreciation                                      | Exp  | 4,500            | 4,500            | 4,500            |
|      |         |   |      | 97,896           | 90,825           | 90,825           |
|      |         | <b>Total Recreation &amp; Culture Income</b>      |      | <b>(195,963)</b> | <b>(236,493)</b> | <b>(236,493)</b> |
|      |         | <b>Total Recreation &amp; Culture Expenditure</b> |      | <b>892,744</b>   | <b>860,546</b>   | <b>860,546</b>   |
|      |         | <b>Transport</b>                                  |      |                  |                  |                  |
|      |         | <b>Road Maintenance</b>                           |      |                  |                  |                  |
| 12   | I121005 | Direct Road Grants                                | Inc  | (87,007)         | (87,007)         | (87,007)         |
| 12   | I121010 | Road Project Grants                               | Inc  | (349,498)        | (312,022)        | (312,022)        |
| 12   | I121015 | Roads to Recovery Grant                           | Inc  | (242,565)        | (242,563)        | (242,563)        |
| 12   | I121020 | Reimbursements                                    | Inc  | -                | (1,000)          | (1,000)          |
| 12   | I121025 | Contribution- St Lighting                         | Inc  | (3,005)          | (2,823)          | (2,823)          |
| 12   | I121035 | Storm Damage Funding                              | Inc  | (111,886)        | (140,000)        | (140,000)        |
| 12   | I121045 | Chamber of Commerce Townscape                     | Inc  | -                | (50,000)         | (50,000)         |
| 12   | I121050 | Townscape Heritage Grant                          | Inc  | -                | (68,000)         | (68,000)         |
| 12   | I121070 | Main Roads Drainage Cont                          | Inc  | -                | (15,000)         | (15,000)         |
| 12   | I122055 | Diesel Fuel Rebate Income                         | Inc  | (17,045)         | (20,000)         | (20,000)         |
|      |         |   |      | (811,006)        | (938,415)        | (938,415)        |
| 12   | E122005 | Road Maintenance                                  | Exp  | 99,023           | 112,500          | 112,500          |
| 12   | E122006 | Maintenance Grading                               | Exp  | 129,036          | 130,000          | 130,000          |
| 12   | E122007 | Rural Tree Pruning                                | Exp  | 37,492           | 40,000           | 40,000           |
| 12   | E122008 | Rural Spraying                                    | Exp  | 11,820           | 15,000           | 15,000           |
| 12   | E122009 | Town Site Spraying                                | Exp  | 27,677           | 26,000           | 26,000           |
| 12   | E122010 | Depot Mtce  | Exp  | 17,288           | 18,000           | 18,000           |
| 12   | E122011 | Town Reserve & Verge Mtce                         | Exp  | 743              | 3,000            | 3,000            |
| 12   | E122012 | Beaufort Rd Bridge Mtce                           | Exp  | -                | -                | -                |
| 12   | E122015 | Rural Numbering                                   | Exp  | -                | 200              | 200              |
| 12   | E122020 | Footpath Mtce                                     | Exp  | 2,132            | 10,000           | 10,000           |
| 12   | E122025 | Street Cleaning                                   | Exp  | 38,039           | 25,000           | 25,000           |
| 12   | E122030 | Street Trees                                      | Exp  | 35,073           | 34,000           | 34,000           |
| 12   | E122035 | Traffic & Street Signs Mtce                       | Exp  | 4,139            | 4,000            | 4,000            |
| 12   | E122045 | Townscape   | Exp  | 20,564           | 25,000           | 25,000           |

| Prog | COA     | Description                        | Type | 2013/2014        | YTD Budget       | Budget 2013/2014 |
|------|---------|------------------------------------|------|------------------|------------------|------------------|
|      |         |                                    |      | YTD Actual       | 2013/2014        |                  |
| 12   | E122050 | Crossovers                         | Exp  | 428              | 500              | 500              |
| 12   | E122055 | RoMan Data Collection              | Exp  | 4,946            | 10,000           | 10,000           |
| 12   | E122060 | Street Lighting                    | Exp  | 52,650           | 58,000           | 58,000           |
| 12   | E122090 | Graffiti Removal                   | Exp  | -                | 1,000            | 1,000            |
| 12   | E122095 | Footpath Plan                      | Exp  | 4,300            | 6,000            | 6,000            |
| 12   | E122100 | Administration Allocated           | Exp  | 29,612           | 29,612           | 29,612           |
| 12   | E122105 | Loss on Sale of Asset              | Exp  | -                | 3,500            | 3,500            |
| 12   | E122190 | Depreciation                       | Exp  | 770,000          | 770,000          | 770,000          |
| 12   | E147120 | Storm Damage                       | Exp  | 1,764            | 20,000           | 20,000           |
|      |         |                                    |      | 1,286,727        | 1,341,312        | 1,341,312        |
|      |         | <b>Aerodrome</b>                   |      |                  |                  |                  |
|      | I126015 | Aerodrome Reimbursements           | Inc  | -                | (500)            | (500)            |
|      |         |                                    |      | -                | (500)            | (500)            |
| 12   | E126005 | Aerodrome Maintenance              | Exp  | 8,702            | 4,800            | 4,800            |
| 12   | E126190 | Depreciation                       | Exp  | 17,500           | 17,500           | 17,500           |
|      |         |                                    |      | 26,202           | 22,300           | 22,300           |
|      |         | <b>Total Transport Income</b>      |      | <b>(811,006)</b> | <b>(938,915)</b> | <b>(938,915)</b> |
|      |         | <b>Total Transport Expenditure</b> |      | <b>1,312,929</b> | <b>1,363,612</b> | <b>1,363,612</b> |
|      |         |                                    |      |                  |                  |                  |
|      |         | <b>Economic Services</b>           |      |                  |                  |                  |
|      |         | <b>Rural Services</b>              |      |                  |                  |                  |
| 13   | I131020 | Reimbursements                     | Inc  | -                | -                | -                |
|      |         |                                    |      | -                | -                | -                |
| 13   | E131006 | Weeds Control - Bridal Creeper     | Exp  | 2,720            | 2,720            | 2,720            |
| 13   | E131020 | Landcare                           | Exp  | 58,518           | 58,500           | 58,500           |
| 13   | E131030 | Rural Towns Program                | Exp  | 27,310           | 26,500           | 26,500           |
| 13   | E131100 | Administration Allocated           | Exp  | 11,731           | 11,731           | 11,731           |
| 13   | E131140 | Water Management Plan / Harvesting | Exp  | 14,110           | 6,000            | 6,000            |
| 13   | E131190 | Depreciation                       | Exp  | 23               | 23               | 23               |
|      |         |                                    |      | 114,412          | 105,474          | 105,474          |
|      |         | <b>Tourism &amp; Area Promo</b>    |      |                  |                  |                  |
| 13   | I132005 | Caravan Park Fees                  | Inc  | (43,892)         | (45,000)         | (45,000)         |
| 13   | I132010 | Reimbursements                     | Inc  | (3,478)          | (500)            | (500)            |
| 13   | I132015 | RV Area Fees                       | Inc  | (2,560)          | (2,500)          | (2,500)          |
| 13   | I132020 | Caravan Park Upgrade Grant         | Inc  | -                | (25,000)         | (25,000)         |
| 13   | I132025 | Business Incubator Grant           | Inc  | -                | (100,000)        | (100,000)        |
| 13   | I132030 | Economic Development Income        | Inc  | (1,500)          | -                | -                |
| 13   | I132030 | Tourism Committee Income           | Inc  | (4,723)          | -                | -                |
|      |         |                                    |      | (56,154)         | (173,000)        | (173,000)        |
| 13   | E132010 | Wagin Tourism Committee            | Exp  | 1,406            | 1,000            | 1,000            |
| 13   | E132015 | Caravan Park Manager Salary        | Exp  | 17,918           | 16,000           | 16,000           |
| 13   | E132020 | Caravan Park Mtce                  | Exp  | 57,997           | 49,000           | 49,000           |
| 13   | E132020 | Caravan Leave/Wages Liability      | Exp  | (485)            | -                | -                |
| 13   | E132025 | Subsidy Historic Village           | Exp  | 8,350            | 8,350            | 8,350            |

| Prog | COA     | Description                                | Type | 2013/2014<br>YTD Actual | YTD Budget<br>2013/2014 | Budget 2013/2014 |
|------|---------|--|------|-------------------------|-------------------------|------------------|
| 13   | E132030 | Donation - Great Sth Dist Displ            | Exp  | 600                     | 600                     | 600              |
| 13   | E132040 | Tourism Promotion & Subscripts             | Exp  | 5,044                   | 5,000                   | 5,000            |
| 13   | E132050 | Administration Allocated                   | Exp  | 36,030                  | 36,030                  | 36,030           |
| 13   | E132060 | Economic Development                       | Exp  | 10,923                  | 5,000                   | 5,000            |
| 13   | E132190 | Depreciation                               | Exp  | 5,500                   | 5,500                   | 5,500            |
|      |         |  |      | 143,284                 | 126,480                 | 126,480          |
|      |         | <b>Building Control Expenses</b>           |      |                         |                         |                  |
| 13   | I133005 | Building Licenses                          | Inc  | (4,286)                 | (8,000)                 | (8,000)          |
| 13   | I133010 | S'Pool Inspection Fee                      | Inc  | -                       | (100)                   | (100)            |
|      |         |  |      | (4,286)                 | (8,100)                 | (8,100)          |
| 13   | E133010 | New Swimming Pool Inspections              | Exp  | -                       | 100                     | 100              |
|      |         |  |      | -                       | 100                     | 100              |
|      |         | <b>Other Economic Services</b>             |      |                         |                         |                  |
| 13   | I134005 | Water Sales                                | Inc  | (5,603)                 | (4,500)                 | (4,500)          |
| 13   | I134010 | Reimbursements                             | Inc  | (201)                   | (200)                   | (200)            |
| 13   | I134015 | Community Water Grant - Puntapin           | Inc  | (40,000)                | (40,000)                | (40,000)         |
|      |         |  |      | (45,804)                | (44,700)                | (44,700)         |
| 13   | E134005 | Water Supply - Standpipes                  | Exp  | 15,955                  | 7,000                   | 7,000            |
|      |         |  |      | 15,955                  | 7,000                   | 7,000            |
|      |         | <b>Total Economic Services Income</b>      |      | <b>(106,244)</b>        | <b>(225,800)</b>        | <b>(225,800)</b> |
|      |         | <b>Total Economic Services Expenditure</b> |      | <b>273,651</b>          | <b>239,054</b>          | <b>239,054</b>   |
|      |         |  |      |                         |                         |                  |
|      |         | <b>Other Property &amp; Services</b>       |      |                         |                         |                  |
|      |         | <b>Private Works</b>                       |      |                         |                         |                  |
| 14   | I141005 | Private Works Income                       | Inc  | (432,883)               | (440,000)               | (440,000)        |
| 14   | I141016 | Private Works - MRWA Collie Lake King Rd   | Inc  | (787,629)               | -                       | -                |
|      |         |  |      | (1,220,512)             | (440,000)               | (440,000)        |
| 14   | E141005 | Private Works                              | Exp  | 19,711                  | 28,000                  | 28,000           |
| 14   | E141010 | Private Works - Dumbleyung Rd              | Exp  | 63,481                  | 170,000                 | 170,000          |
| 14   | E141015 | Private Works - Collie Lake King Rd        | Exp  | 472,941                 | -                       | -                |
| 14   | E141100 | Administration Allocated                   | Exp  | 13,198                  | 13,198                  | 13,198           |
|      |         |  |      | 569,331                 | 211,198                 | 211,198          |
|      |         | <b>Town Planning Schemes</b>               |      |                         |                         |                  |
| 14   | I142015 | Profit on Sale of Asset                    | Inc  | (5,228)                 | (39,190)                | (39,190)         |
|      |         |  |      | (5,228)                 | (39,190)                | (39,190)         |
|      |         | <b>Works Overheads</b>                     |      |                         |                         |                  |
| 14   | I143020 | Employee Reimb.                            | Inc  | (113)                   | (1,000)                 | (1,000)          |
|      |         |  |      | (113)                   | (1,000)                 | (1,000)          |
| 14   | E143005 | Works Supervisors Salary                   | Exp  | 78,729                  | 78,000                  | 78,000           |
| 14   | E143007 | Works Admin Officer                        | Exp  | 24,293                  | 22,000                  | 22,000           |
| 14   | E143008 | Works Leave/Wages Liability                | Exp  | (21,451)                | -                       | -                |
| 14   | E143009 | Housing Allowance Works                    | Exp  | 16,000                  | 18,000                  | 18,000           |

| Prog | COA     | Description                        | Type | 2013/2014<br>YTD Actual | YTD Budget<br>2013/2014 | Budget 2013/2014 |
|------|---------|------------------------------------|------|-------------------------|-------------------------|------------------|
| 14   | E143015 | CEO's Salary Allocation            | Exp  | 42,622                  | 40,000                  | 40,000           |
| 14   | E143020 | Engineering Superannuation         | Exp  | 73,326                  | 78,000                  | 78,000           |
| 14   | E143025 | Engineering - Other Expenses       | Exp  | 4,815                   | 6,000                   | 6,000            |
| 14   | E143030 | Sick Holiday & Allowances Pay      | Exp  | 160,985                 | 225,000                 | 225,000          |
| 14   | E143045 | Insurance on Works                 | Exp  | 44,094                  | 46,000                  | 46,000           |
| 14   | E143050 | Protective Clothing                | Exp  | 8,473                   | 9,000                   | 9,000            |
| 14   | E143055 | Fringe Benefits                    | Exp  | 1,488                   | 1,500                   | 1,500            |
| 14   | E143060 | CEO's Vehicle Allocation           | Exp  | 1,176                   | 2,200                   | 2,200            |
| 14   | E143065 | PWS - Vehicle Expenses             | Exp  | 2,202                   | 2,200                   | 2,200            |
| 14   | E143075 | Telephone Expenses                 | Exp  | 2,322                   | 4,500                   | 4,500            |
| 14   | E143080 | Staff Licences                     | Exp  | 530                     | 400                     | 400              |
| 14   | E143090 | Conferences & Courses              | Exp  | 1,531                   | 3,000                   | 3,000            |
| 14   | E143095 | Staff Training                     | Exp  | 17,271                  | 15,000                  | 15,000           |
| 14   | E143105 | Admin Allocated                    | Exp  | 7,762                   | 7,762                   | 7,762            |
| 14   | E143200 | LESS PWOH ALLOCATED                | Exp  | (463,920)               | (558,562)               | (558,562)        |
|      |         |                                    |      | 2,246                   | -                       | -                |
|      |         | <b>Plant Cost Overheads</b>        |      |                         |                         |                  |
| 14   | I144005 | Sale of Scrap                      | Inc  | (141)                   | (2,000)                 | (2,000)          |
| 14   | I144010 | Reimbursements                     | Inc  | (2,577)                 | (500)                   | (500)            |
|      |         |                                    |      | (2,718)                 | (2,500)                 | (2,500)          |
| 14   | E144010 | Fuel & Oils                        | Exp  | 174,483                 | 165,000                 | 165,000          |
| 14   | E144020 | Tyres & Tubes                      | Exp  | 13,400                  | 16,000                  | 16,000           |
| 14   | E144030 | Parts & Repairs                    | Exp  | 63,767                  | 72,000                  | 72,000           |
| 14   | E144040 | Plant Repair - Wages               | Exp  | 47,555                  | 22,000                  | 22,000           |
| 14   | E144050 | Insurance and Licences             | Exp  | 29,247                  | 29,000                  | 29,000           |
| 14   | E144060 | Expendable Tools                   | Exp  | 12,351                  | 10,000                  | 10,000           |
| 14   | E144065 | Lease Payments on 13T Truck        | Exp  | 34,667                  | 26,000                  | 26,000           |
| 14   | E144075 | Minor Plant Items                  | Exp  | 4,470                   | 4,000                   | 4,000            |
| 14   | E144200 | LESS POC ALLOCATED-PROJECTS        | Exp  | (379,803)               | (344,000)               | (344,000)        |
|      |         |                                    |      | 136                     | -                       | -                |
|      |         | <b>Salaries Control</b>            |      |                         |                         |                  |
| 14   | E146010 | Gross Salaries & Wages             | Exp  | 2,108,064               | 2,000,000               | 2,000,000        |
| 14   | E146200 | Less Sal & Wages Allocated         | Exp  | (2,108,064)             | (2,000,000)             | (2,000,000)      |
|      |         |                                    |      | -                       | -                       | -                |
|      |         | <b>Unclassified Items</b>          |      |                         |                         |                  |
| 14   | I147005 | Commission - Vehicle Licensing     | Inc  | (48,780)                | (44,000)                | (44,000)         |
| 14   | I147020 | Transport Licensing                | Inc  | -                       | -                       | -                |
| 14   | I147035 | Banking errors                     | Inc  | (9,074)                 | -                       | -                |
| 14   | I147050 | Council Staff Housing Rental       | Inc  | (16,444)                | (12,600)                | (12,600)         |
| 14   | I147065 | Insurance Reimbursement            | Inc  | -                       | (1,445)                 | (1,445)          |
| 14   | I147070 | Council Staff Housing Reimburse    | Inc  | (1,837)                 | (1,000)                 | (1,000)          |
| 14   | I147080 | 5 Arnott Street Rent               | Inc  | -                       | (1,560)                 | (1,560)          |
| 14   | I147120 | Charge on Private Use of Shire Veh | Inc  | (1,418)                 | -                       | -                |
|      |         |                                    |      | (77,554)                | (60,605)                | (60,605)         |
| 14   | E147010 | Transport Licensing                | Exp  | -                       | -                       | -                |
| 14   | E147015 | Community Requests & Events        | Exp  | 2,818                   | 6,000                   | 6,000            |



| Prog | COA     | Description  | Type | 2013/2014<br>YTD Actual | YTD Budget<br>2013/2014 | Budget 2013/2014   |
|------|---------|--|------|-------------------------|-------------------------|--------------------|
| 14   | E147035 | Banking Errors   | Exp  | 8,876                   | -                       | -                  |
| 14   | E147050 | Council Housing Maintenance                            | Exp  | 52,885                  | 43,600                  | 43,600             |
| 14   | E147055 | Consultants  | Exp  | 17,273                  | 25,000                  | 25,000             |
| 14   | E147070 | 4WD Resource Sharing Group                             | Exp  | 3,328                   | 5,000                   | 5,000              |
| 14   | E147090 | Building Maintenance                                   | Exp  | 8,576                   | 17,599                  | 17,599             |
| 14   | E147100 | Administration Allocated                               | Exp  | 156,657                 | 156,657                 | 156,657            |
| 14   | E147105 | Cost to Sell Council Property                          | Exp  | -                       | 1,500                   | 1,500              |
| 14   | E147115 | Insurance Excess                                       | Exp  | 545                     | 600                     | 600                |
| 14   | E147130 | Depreciation   | Exp  | 13,000                  | 13,000                  | 13,000             |
| 14   | E147135 | Reconciliation Action Plan                             | Exp  | 560                     | 560                     | 560                |
| 14   | E147150 | Community Requests 1213 Budget                         | Exp  | 29,940                  | 35,888                  | 35,888             |
| 14   | E147160 | Reconciliation Grant 2011 - 2012                       | Exp  | 1,499                   | 1,499                   | 1,499              |
|      |         |  |      | 295,958                 | 306,903                 | 306,903            |
|      |         | <b>Total Other Property &amp; Services Income</b>      |      | <b>(1,306,125)</b>      | <b>(543,295)</b>        | <b>(543,295)</b>   |
|      |         | <b>Total Other Property &amp; Services Expenditure</b> |      | <b>867,672</b>          | <b>518,101</b>          | <b>518,101</b>     |
|      |         |  |      |                         |                         |                    |
|      |         | <b>Total Income</b>                                    |      | <b>(6,618,422)</b>      | <b>(7,852,407)</b>      | <b>(7,852,407)</b> |
|      |         | <b>Total Expenditure</b>                               |      | <b>5,658,515</b>        | <b>5,220,829</b>        | <b>5,220,829</b>   |
|      |         | <b>Net Deficit (Surplus)</b>                           |      | <b>(959,907)</b>        | <b>(2,631,578)</b>      | <b>(2,631,578)</b> |

Municipal Account List Payments  
July 2014

| Chq/EFT | Date       | Name  | Description  | Amount    |
|---------|------------|---|--|-----------|
| EFT1778 | 10/07/2014 | Fulton Hogan Industries Pty Ltd                   | 2x Pallets Ezi-Street  | -3960.00  |
| EFT1779 | 10/07/2014 | Sheridans for Badges                              | 2 x Name Badges - Kylie Caley and Thalia Davidson                            | -70.91    |
| EFT1780 | 10/07/2014 | Alexander Galt and Co Pty Ltd                     | 1 pallet of cement   | -1443.85  |
| EFT1781 | 10/07/2014 | Australasian Performing Right Association Limited | Licence fee for public performance, communication                            | -55.00    |
| EFT1782 | 10/07/2014 | Beaurepaires                                      | One Bobcat Tyre  | -414.35   |
| EFT1783 | 10/07/2014 | Courier Australia                                 | Postage and Freight June 2014  | -120.70   |
| EFT1784 | 10/07/2014 | Fuel Distributors of WA Pty Ltd                   | Dynatrans MPV  | -853.42   |
| EFT1785 | 10/07/2014 | Greenline   | Oil Filters, Fuel Filters and Filter Elements                                | -419.65   |
| EFT1786 | 10/07/2014 | Humes Wembley Cement                              | 5x Box Culverts  | -2255.00  |
| EFT1787 | 10/07/2014 | JR & A Hersey Pty Ltd                             | 300x White Reflectors 300x Red Reflectors                                    | -561.00   |
| EFT1788 | 10/07/2014 | Jason Signmakers                                  | 4x Hazard Signs 2400x400mm Code: MR-HM-2                                     | -523.60   |
| EFT1789 | 10/07/2014 | Komatsu Australia Pty Ltd                         | Oil, Fuel and Hydraulic Filters for Komatsu Grader                           | -410.11   |
| EFT1790 | 10/07/2014 | Locko's Workshop                                  | Pin for Backhoe Bucket   | -132.00   |
| EFT1791 | 10/07/2014 | Murray House Resource Centre                      | Work Health and Safety Representatives Course - James Praetz                 | -890.00   |
| EFT1792 | 10/07/2014 | Narrogin Furnishings                              | Supply and Lay Carpet at New CEOS house                                      | -13400.00 |
| EFT1793 | 10/07/2014 | Rural Traffic Services                            | Rural Traffic Services Traffic Management including Traffic Plan             | -5249.42  |
| EFT1794 | 10/07/2014 | S & S Scardetta                                   | Supply Concrete for Collie Lake King Road                                    | -48074.40 |
| EFT1795 | 10/07/2014 | Southern's Water Technology                       | 3x 90mm Poly Joiners   | -272.23   |
| EFT1796 | 10/07/2014 | Wagin Community Resource Centre                   | Laminating of Fire Maps  | -136.00   |
| EFT1797 | 10/07/2014 | Wagin Mechanical Repairs                          | Service to HACC bus and brake check  | -534.20   |
| EFT1798 | 10/07/2014 | Wagin Truck Centre                                | Repairs to Karcher Sweeper   | -10071.64 |
| EFT1799 | 10/07/2014 | Westrac Equipment                                 | Oil Filters, Fuel Filters and Filter Elements                                | -147.68   |
| EFT1800 | 10/07/2014 | Woolkabin Farms                                   | 3000tonne Of Gravel for Ball Road  | -3300.00  |
| EFT1801 | 11/07/2014 | Perfect Computer Solutions Pty Ltd                | Copy Data to play account, Fix EA computer, Shire Backups & Restore Security | -1742.50  |
| EFT1802 | 11/07/2014 | Peter Webster                                     | Reimbursement for Light Fittings - New CEO House                             | -89.95    |
| EFT1803 | 11/07/2014 | Uniform Superstore                                | Staff Uniforms 2014/2015 24 L/S Shirts 25 S/S Shirts 23 Jumpers 13 Jackets   | -4970.23  |
| EFT1804 | 15/07/2014 | Best Office Systems                               | Photocopy Maintenance June 2014  | -2268.35  |
| EFT1805 | 15/07/2014 | Marleys Diesel & Ag                               | Transmission Oil   | -455.35   |
| EFT1806 | 15/07/2014 | McIntosh & Son                                    | Gas Strut for Steering Column  | -293.00   |
| EFT1807 | 15/07/2014 | AMPAC Debt Recovery                               | Debt collections for June 2014   | -2686.16  |
| EFT1808 | 15/07/2014 | Australia Post                                    | Postage and Freight June 2014  | -364.27   |
| EFT1809 | 15/07/2014 | Australian Taxation Office                        | penalty for failure to lodge FBT return on time 13.14                        | -170.00   |
| EFT1810 | 15/07/2014 | Ballard Seeds                                     | 10m Top Soil   | -950.00   |
| EFT1811 | 15/07/2014 | Beaurepaires                                      | New Grader Tyre  | -1637.71  |
| EFT1812 | 15/07/2014 | Ben Pike Carpentry                                | Repairs To Termite Damage in Bathroom Door Frame                             | -195.25   |
| EFT1813 | 15/07/2014 | Bremer Bay Earthmoving Contractors                | Mulch Ballagin Road  | -13222.00 |

| Chq/EFT | Date       | Name                                      | Description   | Amount    |
|---------|------------|---|---|-----------|
| EFT1814 | 15/07/2014 | Cheryl Pederick                           | Incorrect Payroll Details - Payrun 8.11.13  | -69.21    |
| EFT1815 | 15/07/2014 | Courier Australia                         | Postage and Freight June 2014   | -74.25    |
| EFT1816 | 15/07/2014 | Cutting Edges Pty Ltd                     | Tiger Points  | -122.83   |
| EFT1817 | 15/07/2014 | Debbie Joy Thompson                       | Reimbursement for Tableclothes for meetings                                       | -10.00    |
| EFT1818 | 15/07/2014 | Doms Delicatessen of Wagin                | Refreshments and Groceries June 2014  | -68.00    |
| EFT1819 | 15/07/2014 | Ewen-Foley Agencies                       | 2 x 20ltrs of Roundup   | -376.97   |
| EFT1820 | 15/07/2014 | Fuel Distributors of WA Pty Ltd           | Blue Kerosine   | -260.00   |
| EFT1821 | 15/07/2014 | Garrards Pty Ltd                          | Pressure Gauge and Remote   | -297.50   |
| EFT1822 | 15/07/2014 | Great Southern Fuel Supply Katanning      | Fuel and Oil June 2014  | -34.68    |
| EFT1823 | 15/07/2014 | Great Southern Waste Disposal             | Waste Collection June 2014  | -12579.52 |
| EFT1824 | 15/07/2014 | Greenline                                 | Tow Hitch   | -42.94    |
| EFT1825 | 15/07/2014 | IPN Medical Centre Pty Ltd                | Retainer Fees 12/02/2014-11/05/2014   | -25665.76 |
| EFT1826 | 15/07/2014 | Ingreys                                   | Park Brake Cable  | -113.33   |
| EFT1827 | 15/07/2014 | JR & A Hersey Pty Ltd                     | 1x Box Ear Plugs  | -53.35    |
| EFT1828 | 15/07/2014 | Komatsu Australia Pty Ltd                 | 2000hr Service on Komatsu Loader  | -4393.38  |
| EFT1829 | 15/07/2014 | Landgate - Midland                        | Rural UV interim Values June 2014   | -135.95   |
| EFT1830 | 15/07/2014 | McGuffie Transport                        | Transport of Goods June 2014  | -484.00   |
| EFT1831 | 15/07/2014 | Midalia Steel Pty Ltd                     | 2x 6 Metre Shure Grip   | -352.00   |
| EFT1832 | 15/07/2014 | Palace Hotel                              | Refreshments June 2014  | -181.98   |
| EFT1833 | 15/07/2014 | Perfect Computer Solutions Pty Ltd        | Upgrade Tax Tables and PAYG Doc. Update Play Account                              | -127.50   |
| EFT1834 | 15/07/2014 | Peter Webster                             | TV Aerial at 2 Ballagin Street  | -139.00   |
| EFT1835 | 15/07/2014 | Ray Ford Signs                            | Supply and signwrite 1 x 4000 x 500mm sign panel for Wedgecarrup Bushfire Brigade | -489.50   |
| EFT1836 | 15/07/2014 | Rod Mitchell                              | Counseling Services   | -800.00   |
| EFT1837 | 15/07/2014 | Rural Press Regional Media WA Pty Ltd.    | Advertising and printing June 2014  | -665.28   |
| EFT1838 | 15/07/2014 | Steve Friend                              | Phone Bill - March-May 2014   | -258.00   |
| EFT1839 | 15/07/2014 | Susan Maree Dowson                        | Reimbursement for Fuel for Parks and Gardens Conference                           | -441.39   |
| EFT1840 | 15/07/2014 | Tutt Bryant Equipment - WA                | Oil Filter, Fuel Filter, Filter Element   | -226.20   |
| EFT1841 | 15/07/2014 | Wagin District Farmers Co-op              | Groceries and Shopping June 2014  | -1069.90  |
| EFT1842 | 15/07/2014 | Wagin Football Club                       | Supply and install wood heater at Recreation Centre                               | -3409.09  |
| EFT1843 | 15/07/2014 | Wagin Gas Electrics                       | Repairs to Air Conditioning unit at the Eric Farrow Pavilion                      | -11130.39 |
| EFT1844 | 15/07/2014 | Wagin Mechanical Repairs                  | Parts for Mosquito Fogger   | -38.00    |
| EFT1845 | 15/07/2014 | Wagin Panel & Paint                       | New Windscreen for CEO vehicle W.1  | -429.00   |
| EFT1846 | 15/07/2014 | Wagin Plumbing                            | Fit tap to front of admin building & Repair Hot Water leak at Rec Centre          | -1199.00  |
| EFT1847 | 15/07/2014 | Westrac Equipment                         | Fan Belt for Cat Grader   | -110.87   |
| EFT1848 | 15/07/2014 | Woodlands Distributors & Agencies Pty Ltd | 4 x seats em007 Oxford seat hardwood seat battons frame colour Hunter red         | -6159.12  |
| EFT1849 | 17/07/2014 | Australian Services Union                 | Payroll deductions  | -75.30    |
| EFT1850 | 17/07/2014 | Australian Super Administration           | Superannuation contributions  | -644.25   |
| EFT1851 | 17/07/2014 | Child Support Agency                      | Payroll deductions  | -253.06   |
| EFT1852 | 17/07/2014 | HIF Insurance                             | Payroll deductions  | -29.95    |

| Chq/EFT | 17/07/2014 | Hostplus                                     | Description   | Amount    |
|---------|------------|--|---|-----------|
| EFT1853 | 17/07/2014 | Hostplus                                     | Superannuation contributions  | -228.72   |
| EFT1854 | 17/07/2014 | LGRCEU                                       | Payroll deductions  | -19.40    |
| EFT1855 | 17/07/2014 | Shire of Wagin - Staff Christmas Fund        | Payroll deductions  | -200.00   |
| EFT1856 | 17/07/2014 | Shire of Wagin Payroll Creditors             | Payroll deductions  | -60.00    |
| EFT1857 | 17/07/2014 | WALGSP                                       | Superannuation contributions  | -5801.72  |
| EFT1858 | 17/07/2014 | Westscheme                                   | Superannuation contributions  | -275.51   |
| EFT1859 | 22/07/2014 | Protector Fire Services - Albany             | 6 month Service on Fire Equipment May 2014                            | -3535.57  |
| EFT1860 | 22/07/2014 | Rural Press Regional Media WA PtyLtd.        | Advertising and Printing May 2014                                     | -1472.83  |
| EFT1861 | 23/07/2014 | Australian Services Union                    | Payroll deductions  | -75.30    |
| EFT1862 | 23/07/2014 | Australian Super Administration              | Superannuation contributions  | -663.01   |
| EFT1863 | 23/07/2014 | Child Support Agency                         | Payroll deductions  | -253.06   |
| EFT1864 | 23/07/2014 | Concept One The Industry Superannuation Fund | Superannuation contributions  | -212.99   |
| EFT1865 | 23/07/2014 | HIF Insurance                                | Payroll deductions  | -29.95    |
| EFT1866 | 23/07/2014 | Hostplus                                     | Superannuation contributions  | -232.71   |
| EFT1867 | 23/07/2014 | LGRCEU                                       | Payroll deductions  | -19.40    |
| EFT1868 | 23/07/2014 | Shire of Wagin - Staff Christmas Fund        | Payroll deductions  | -200.00   |
| EFT1869 | 23/07/2014 | Shire of Wagin Payroll Creditors             | Payroll deductions  | -60.00    |
| EFT1870 | 23/07/2014 | WALGSP                                       | Superannuation contributions  | -5716.38  |
| EFT1871 | 23/07/2014 | Westscheme                                   | Superannuation contributions  | -256.39   |
| EFT1872 | 28/07/2014 | WA Country Health Service-Wheatbelt          | meals supplied May 2014   | -4768.50  |
| EFT1873 | 28/07/2014 | Alexander Galt and Co Pty Ltd                | 1 x Hyundai electric start 5 kva generator on wheels as per SES quote | -10481.79 |
| EFT1874 | 28/07/2014 | Courier Australia                            | Postage & Freight   | -10.75    |
| EFT1875 | 28/07/2014 | Daycrest Pty Ltd                             | Fuel for June 2014  | -865.56   |
| EFT1876 | 28/07/2014 | Express Print                                | Tourist Information Brochures   | -2392.35  |
| EFT1877 | 28/07/2014 | H+H Architects                               | Architectural Services for Wagin Cottage Homes Stage 2                | -2260.50  |
| EFT1878 | 28/07/2014 | Kalexpress Overnight                         | Postage and Frieght   | -22.00    |
| EFT1879 | 28/07/2014 | Kath Kellow                                  | Catering 24/6 - 2/7   | -1510.00  |
| EFT1880 | 28/07/2014 | Ngala Community Services                     | Education Session Tuesday 19th August                                 | -1019.72  |
| EFT1881 | 28/07/2014 | Rural Press Regional Media WA PtyLtd.        | Club Development Session - Edition 8th May 2014                       | -308.00   |
| EFT1882 | 28/07/2014 | Shire of Katanning                           | FESA and other Shire Contribution to CESM April 14 - June 14          | -1886.68  |
| EFT1883 | 28/07/2014 | Swit Manjimup TAFE                           | Chainsaw Course - Aaron Clavey  | -195.00   |
| EFT1884 | 28/07/2014 | Terry Brown & Co                             | Repairs to Tree Grab on Loader  | -623.70   |
| EFT1886 | 28/07/2014 | WA Rangers Association Inc.                  | Membership Application - David Leigh Mulholland                       | -120.00   |
| EFT1887 | 28/07/2014 | Wagin Earthmoving                            | Push 2000m Gravel (South Pit)   | -4070.00  |
| EFT1888 | 28/07/2014 | Wagin Panel & Paint                          | Insurance Excess - W1012  | -300.00   |
| EFT1889 | 28/07/2014 | Cr Ian Cumming                               | Councillor Sitting Fees/Travel Jan-June 2014                          | -880.00   |
| EFT1890 | 28/07/2014 | Urban Rural Perspectives                     | Town Planning Consulting Services                                     | -960.49   |
| EFT1891 | 31/07/2014 | Australian Services Union                    | Payroll deductions  | -75.30    |
| EFT1892 | 31/07/2014 | Australian Super Administration              | Superannuation contributions  | -774.88   |
| EFT1893 | 31/07/2014 | Child Support Agency                         | Payroll deductions  | -253.06   |

| Chg/EFT                | Date       | Name                                    | Concept One The Industry Superannuation Fund | Description  | Amount            |
|------------------------|------------|---|--|--|-------------------|
| EFT1894                | 31/07/2014 |   |  | Superannuation contributions   | -175.59           |
| EFT1895                | 31/07/2014 | HIF Insurance                           |  | Payroll deductions   | -29.95            |
| EFT1896                | 31/07/2014 | Hostplus                                |  | Superannuation contributions   | -234.61           |
| EFT1897                | 31/07/2014 | LGRCEU                                  |  | Payroll deductions   | -19.40            |
| EFT1898                | 31/07/2014 | Shire of Wagin - Staff Christmas Fund   |  | Payroll deductions   | -200.00           |
| EFT1899                | 31/07/2014 | Shire of Wagin Payroll Creditors        |  | Payroll deductions   | -60.00            |
| EFT1900                | 31/07/2014 | WALGSP                                  |  | Superannuation contributions   | -7123.01          |
| EFT1901                | 31/07/2014 | Westscheme                              |  | Superannuation contributions   | -315.40           |
| DD701.1                | 28/07/2014 | Landform Research                       |  | Preparation of Notes, Site Identification and Investigation for potential RRG Site | -7917.80          |
| DD707.1                | 28/07/2014 | Urban Rural Perspectives                |  | Regional Refuse Group Expenses - July 2014   | -1130.29          |
| DD712.1                | 30/07/2014 | Australian Taxation Office              |  | June 2014 BAS  | -16383.00         |
| DD742.1                | 01/07/2014 | National Bank                           |  | Merchant Statement June 2014   | -192.62           |
| DD742.2                | 11/07/2014 | Department of Transport                 |  | Daily Licensing Takings 09/07/14   | -8992.30          |
| DD742.3                | 14/07/2014 | National Bank                           |  | NAB Connect Fee  | -84.98            |
| DD742.4                | 14/07/2014 | Department of Transport                 |  | Daily Licensing Takings 10/07/14   | -4816.40          |
| DD742.5                | 15/07/2014 | Department of Transport                 |  | Daily Licensing Takings 11/07/14   | -3770.80          |
| DD742.6                | 16/07/2014 | Department of Transport                 |  | Daily Licensing Takings 14/07/14   | -2586.20          |
| DD742.7                | 17/07/2014 | Department of Transport                 |  | Daily Licensing Takings 15/07/14   | -2443.50          |
| DD742.8                | 18/07/2014 | Department of Transport                 |  | Daily Licensing Takings 16/07/14   | -5518.60          |
| DD742.9                | 21/07/2014 | Department of Transport                 |  | Daily Licensing Takings 17/07/14   | -1324.90          |
| DD742.10               | 22/07/2014 | Department of Transport                 |  | Daily Licensing Takings 18/07/14   | -744.55           |
| DD742.11               | 23/07/2014 | Department of Transport                 |  | Daily Licensing Takings 21/07/14   | -3285.15          |
| DD742.12               | 01/07/2014 | Department of Transport                 |  | Daily Licensing Takings 27/06/14   | -5922.95          |
| DD742.13               | 24/07/2014 | Western Australian Treasury Corporation |  | Loan Repayment 137 July 2014   | -1921.13          |
| DD742.14               | 24/07/2014 | Department of Transport                 |  | Daily Licensing Takings 22/07/14   | -2565.60          |
| DD742.15               | 25/07/2014 | Department of Transport                 |  | Daily Licensing Takings 23/07/14   | -4347.15          |
| DD742.16               | 28/07/2014 | Western Australian Treasury Corporation |  | Loan Repayment 133 July 2014   | -1436.13          |
| DD742.17               | 28/07/2014 | Department of Transport                 |  | Daily Licensing Takings 24/07/14   | -3435.15          |
| DD742.18               | 29/07/2014 | Department of Transport                 |  | Daily Licensing Takings 25/07/14   | -3327.05          |
| DD742.19               | 30/07/2014 | Department of Transport                 |  | Daily Licensing Takings 28/07/14   | -3217.90          |
| DD742.20               | 31/07/2014 | Department of Transport                 |  | Daily Licensing Takings 31/07/14   | -2892.00          |
| DD742.21               | 31/07/2014 | National Bank                           |  | Merchant Fees  | -302.26           |
| DD742.22               | 02/07/2014 | Department of Transport                 |  | Daily Licensing Takings 30/06/14   | -4860.55          |
| DD742.23               | 03/07/2014 | Department of Transport                 |  | Daily Licensing Takings 01/07/14   | -5564.85          |
| DD742.24               | 04/07/2014 | Department of Transport                 |  | Daily Licensing Takings 02/07/14   | -3895.65          |
| DD742.25               | 07/07/2014 | Department of Transport                 |  | Daily Licensing Takings 03/07/14   | -3528.95          |
| DD742.26               | 08/07/2014 | Department of Transport                 |  | Daily Licensing Takings 04/07/14   | -2970.50          |
| DD742.27               | 09/07/2014 | Department of Transport                 |  | Daily Licensing Takings 07/07/14   | -6942.00          |
| DD742.28               | 10/07/2014 | Department of Transport                 |  | Daily Licensing Takings 08/07/14   | -2789.65          |
| <b>Total EFT/Debit</b> |            |   |  |  | <b>-375710.12</b> |

| Chq/EFT | Date       | Name                                   | Description   | Amount    |
|---------|------------|--|---|-----------|
| 3917    | 01/07/2014 | Shire of Wagin                         | Transfer from Muni to Reserve Investment Account 3                | -71001.00 |
| 3918    | 10/07/2014 | Wagin General Practice                 | Medical for Nathan Cook   | -160.00   |
| 3919    | 10/07/2014 | Justin Neil Barnes                     | Refund of Overpayment of Rates on Ass 1913                        | -1282.14  |
| 3920    | 14/07/2014 | Western Australian Planning Commission | Proposed Expansion to Wagin Cemetery ex Lot 546, Arthur Rd, WAGIN | -3044.94  |
| 3921    | 15/07/2014 | Wagin General Practice                 | Medical for Robert Binsiar  | -160.00   |
| 3922    | 15/07/2014 | Cr Phillip Blight                      | Sitting Fees and expenses claim Jan 2014 - July 2014              | -6930.00  |
| 3923    | 15/07/2014 | Dale Christopher Lloyd                 | Sitting Fees and Travel Costs 2013:2014                           | -1706.00  |
| 3924    | 15/07/2014 | Darkan Roadhouse                       | Fuel for June 2014  | -100.00   |
| 3925    | 15/07/2014 | Great Southern Concert Band            | 2013/2014 Contribution to Great Southern Concert Band             | -400.00   |
| 3926    | 15/07/2014 | Origin                                 | LPG Gas Facility 13.14  | -58.00    |
| 3927    | 15/07/2014 | Parrys Department Store                | 2x Yakka 107R pants 2x Yakka 87R Pants 2x Jeans 97S               | -294.10   |
| 3928    | 15/07/2014 | St Johns Ambulance Association WAGIN   | 1 x defib H51 C/W Standard case, 2 sets of electrodes 1 & Signs   | -1596.57  |
| 3929    | 15/07/2014 | Synergy                                | Streetsights June 2014  | -6879.60  |
| 3930    | 15/07/2014 | Telstra                                | Phone Bill - June 2014  | -2613.21  |
| 3931    | 15/07/2014 | Wagin Historical Village               | Subsidy for Wagin Historical Village 13.14                        | -8350.00  |
| 3932    | 15/07/2014 | Wagin Youth Care District Council      | 2013/2014 Contribution to Wagin Youth Care District Council       | -1800.00  |
| 3933    | 15/07/2014 | Water Corporation                      | Water Bill June 2014  | -151.81   |
| 3934    | 17/07/2014 | BT Super                               | Superannuation contributions                                      | -137.34   |
| 3935    | 17/07/2014 | HCF Health Insurance                   | Payroll deductions  | -170.00   |
| 3936    | 17/07/2014 | Hesta Super Fund                       | Superannuation contributions                                      | -363.86   |
| 3937    | 17/07/2014 | Rest Administration                    | Superannuation contributions                                      | -718.25   |
| 3938    | 17/07/2014 | Shire of Wagin Footy Tipping           | Payroll deductions  | -52.00    |
| 3939    | 17/07/2014 | Telstra Superannuation Fund            | Payroll deductions  | -1798.51  |
| 3940    | 17/07/2014 | Virgin Money Super                     | Superannuation contributions                                      | -182.39   |
| 3941    | 23/07/2014 | BT Super                               | Superannuation contributions                                      | -91.43    |
| 3942    | 23/07/2014 | HCF Health Insurance                   | Payroll deductions  | -170.00   |
| 3943    | 23/07/2014 | Hesta Super Fund                       | Superannuation contributions                                      | -371.84   |
| 3944    | 23/07/2014 | MTAA Super                             | Superannuation contributions                                      | -137.93   |
| 3945    | 23/07/2014 | Rest Administration                    | Superannuation contributions                                      | -531.65   |
| 3946    | 23/07/2014 | Shire of Wagin Footy Tipping           | Payroll deductions  | -52.00    |
| 3947    | 23/07/2014 | Telstra Superannuation Fund            | Payroll deductions  | -1263.22  |
| 3948    | 23/07/2014 | Virgin Money Super                     | Superannuation contributions                                      | -186.99   |
| 3949    | 28/07/2014 | CASH                                   | Meals on Wheels Quarterly Return - April, May & June 2014         | -1817.04  |
| 3951    | 28/07/2014 | Telstra                                | Phone Bill June 2014  | -157.06   |
| 3952    | 28/07/2014 | Susan Eastcott                         | Reimbursement for costs incurred during SES training - July 2014  | -212.90   |
| 3953    | 31/07/2014 | BT Super                               | Superannuation contributions                                      | -185.94   |
| 3954    | 31/07/2014 | HCF Health Insurance                   | Payroll deductions  | -170.00   |
| 3955    | 31/07/2014 | Hesta Super Fund                       | Superannuation contributions                                      | -371.84   |
| 3956    | 31/07/2014 | MTAA Super                             | Superannuation contributions                                      | -59.72    |

|                      |             |                              |                              |                   |
|----------------------|-------------|------------------------------|------------------------------|-------------------|
| 3957                 | 31/07/2014  | Rest Administration          | Superannuation contributions | -531.65           |
| <b>Chq/EFT</b>       | <b>Date</b> | <b>Name</b>                  | <b>Description</b>           | <b>Amount</b>     |
| 3958                 | 31/07/2014  | Shire of Wagin Footy Tipping | Payroll deductions           | -52.00            |
| 3959                 | 31/07/2014  | Telstra Superannuation Fund  | Payroll deductions           | -1296.09          |
| 3960                 | 31/07/2014  | Virgin Money Super           | Superannuation contributions | -186.99           |
| <b>TOTAL CHEQUES</b> |             |                              |                              | <b>-117796.01</b> |

Trust Account List of Payments  
July 2014

| Chq/EFT | Date       | Name                | Description                                      | Amount           |
|---------|------------|---------------------|--|------------------|
| 2258    | 15/07/2014 | Travis Hamersley    | REFUND BOND HIRE OF COMMUNITY BUS 12TH JULY 2014 | -150.00          |
| 2259    | 15/07/2014 | Wagin Netball Club  | REFUND BOND HIRE OF COMMUNITY BUS 3RD JUNE 2014  | -150.00          |
| 2260    | 22/07/2014 | John Stanley Murray | REFUND BOND HIRE OF COMMUNITY BUS 20TH JULY 2014 | -150.00          |
| DD736.1 | 22/07/2014 | Shire of Wagin      | TRANSFER OF JUNE EOY LICENSING BACK TO MUNI      | -10783.50        |
|         |            |                     | <b>TOTAL CHEQUES</b>                             | <b>-11233.50</b> |



| Credit Card List of Payments<br>July 2014   |            |           |                          |  |                  |  |
|---|------------|-----------|--------------------------|--|------------------|--|
| Type  | Date       | Num       | Name                     | Description  | Amount           |  |
| <b>Credit Card - Chief Executive Officer - Peter Webster</b>                        |            |           |                          |  |                  |  |
| Credit Card Charge  | 17/06/2014 | 170614    | Coles Express            | Fuel for CEO's Vehicle                               | 79.34            |  |
| Credit Card Charge  | 17/06/2014 | 170614    | Bunnings                 | Letter Boxes for new CEO's House                     | 123.90           |  |
| Credit Card Charge  | 25/06/2014 | 29573470  | Office Works             | Electric Comb Binder for the Admin Office            | 889.00           |  |
| Credit Card Charge  | 7/07/2014  | 57046223  | Westnet                  | Shire Internet                                       | 348.78           |  |
| Credit Card Charge  | 8/07/2014  | 13666649  | Gull Causeway            | Fuel for CEO's Vehicle                               | 69.16            |  |
| Credit Card Charge  | 10/07/2014 | INV210073 | Messages on Hold         | Phone messages on Office Phone                       | 148.00           |  |
| Credit Card Charge  | 11/07/2014 | 662014    | CCS Coffee and Cakes     | Working Lunch - CEO                                  | 33.60            |  |
| Credit Card Charge  | 11/07/2014 | 110714    | Cash Transfer            | Transfer Cash to CEO's Card                          | -4,000.00        |  |
| Credit Card Charge  | 14/07/2014 | INV210073 | Messages on Hold         | Phone messages on Office Phone                       | 519.36           |  |
| Credit Card Charge  | 14/07/2014 | 140614    | Card Fee                 | Card Fee   | 9.00             |  |
|   |            |           |                          | <b>TOTAL</b>   | <b>-1,779.86</b> |  |
| <b>Credit Card - Manager of Works - Allen Hicks</b>                                 |            |           |                          |  |                  |  |
| Credit Card Charge  | 20/06/2014 | 3229      | Motorcycles City         | Parts for th ATV Motorbike                           | 153.00           |  |
| Credit Card Charge  | 23/06/2014 | 018092    | Wagin Farmers Co-op      | Materials for Toolbox Meeting                        | 43.46            |  |
| Credit Card Charge  | 23/06/2014 | 018048    | Wagin Farmers Co-op      | Groceries for the Shire Depot                        | 38.36            |  |
| Credit Card Charge  | 23/06/2014 | 130802    | Palace Hotel             | Refreshments for the Works Crew for the Main Rds Job | 183.96           |  |
| Credit Card Charge  | 24/06/2014 | 695530    | Shire of Wagin           | Staff Licence Renewal - Bill Stephens                | 40.70            |  |
| Credit Card Charge  | 24/06/2014 | 245233    | Shire of Wagin           | Staff Licence Renewal - James Praetz & Troy Leary    | 81.40            |  |
| Credit Card Charge  | 4/07/2014  | 3229      | Motorcycles City         | Parts for th ATV Motorbike                           | 30.00            |  |
| Credit Card Charge  | 7/07/2014  | 507008    | Whitworths Nautical      | Parts for Bitumen Sprayer                            | 36.95            |  |
| Credit Card Charge  | 8/07/2014  | 653932    | Shire of Wagin           | Staff Licence Renewal - Allen Hicks                  | 40.70            |  |
| Credit Card Charge  | 8/07/2014  | 145045    | Shire of Wagin           | Firearms Licence Renewal - Allen Hicks               | 52.00            |  |
| Credit Card Charge  | 11/07/2014 | 110714    | Wagin Farmers Co-op      | Groceries for the Shire Depot                        | 5.12             |  |
| Credit Card Charge  | 14/07/2014 | 110714    | Palace Hotel             | Drinks for Toolbox Meeting                           | 86.98            |  |
| Credit Card Charge  | 14/07/2014 | 140714    | Card Fee                 | Card Fee   | 9.00             |  |
|   |            |           |                          | <b>TOTAL</b>   | <b>801.63</b>    |  |
| <b>Credit Card - Manager of Community and Regulatory Services - Carolyn Webster</b> |            |           |                          |  |                  |  |
| Credit Card Charge  | 26/06/2014 | 113738889 | John Stanley Associates  | Registration for Garden Tourism Workshop at Nannup   | 55.00            |  |
| Credit Card Charge  | 26/06/2014 | 260614    | Wagin Farmers Co-op      | Items for Shire Tea Room                             | 51.67            |  |
| Credit Card Charge  | 11/07/2014 | 110714    | Holberry House           | Accommodation for Tourism Workshop held at Nannup    | 130.00           |  |
| Credit Card Charge  | 14/07/2014 | 006126    | Stratham Downs Roadhouse | Fuel for MCRS's Vehicle                              | 72.70            |  |
| Credit Card Charge  | 14/07/2014 | 140714    | Card Fee                 | Card Fee   | 9.00             |  |
|   |            |           |                          | <b>TOTAL</b>   | <b>318.37</b>    |  |
| <b>Credit Card - Manager of Finance and Corporate Services - Kylie Caley</b>        |            |           |                          |  |                  |  |
| Credit Card Charge  | 26/06/2014 | 260614    | Esplanade Fremantle      | Refund of Amount Charged to Card in Error            | -4.01            |  |
| Credit Card Charge  | 4/07/2014  | 10102     | Wagin Farmers Co-op      | Coffee for Admin Tea Room                            | 29.36            |  |
| Credit Card Charge  | 14/07/2014 | 140714    | Card Fee                 | Card Fee   | 9.00             |  |
|   |            |           |                          | <b>TOTAL</b>   | <b>34.35</b>     |  |

**12. REPORTS OF OFFICERS****12.1 WORKS REPORT – AUGUST 2014**

|                         |                              |
|-------------------------|------------------------------|
| PROPONENT:              | Manager of Works             |
| OWNER:                  | Manager of Works             |
| LOCATION/ADDRESS:       | Shire of Wagin               |
| AUTHOR OF REPORT:       | Manager of Works             |
| SENIOR OFFICER:         | Chief Executive Officer      |
| DATE OF REPORT:         | 19 <sup>th</sup> August 2014 |
| PREVIOUS REPORT(S):     | N/A                          |
| DISCLOSURE OF INTEREST: | Nil                          |
| FILE REFERENCE:         |                              |
| ATTACHMENTS:            | Nil                          |

**BRIEF SUMMARY:**

A Works Report is provided for Councils information.

**BACKGROUND:**

Council has previously requested that this information be presented at the Ordinary Council meetings.

**COMMENT:****Works August 2014**

| <b>Works Completed</b>    | <b>Description</b>                         |
|---------------------------|--|
| Bullockhills Road         | Clear widen and gravel sheet 3km           |
| Farrow Road               | Clear widen and gravel sheet 2.5km         |
| <b>Future Works</b>       | <b>Description</b>                         |
| Swimming Pool             | Gravel main pool entrance compact and seal |
| Dongolocking Road         | Clear widen and gravel sheet 3 km          |
| Piesseville/ Jaloran Road | Clear widen and gravel sheet 2.4km         |
| <b>On Going Works</b>     | <b>Description</b>                         |
| Rural Roads               | Bitumen Patching as time permits           |
| Maintenance Grading       | Maintenance Grading western side of shire  |
| <b>Down Time</b>          | <b>Description</b>                         |
| <b>Other</b>              |  |

**CONSULTATION/COMMUNICATION:**

N/A

**STATUTORY/LEGAL IMPLICATIONS:**

N/A

Cr. G T Hegarty left the meeting at 8.04 pm & returned 8.05 pm.

**POLICY IMPLICATIONS:**

N/A

**FINANCIAL IMPLICATIONS:**

Nil

**STRATEGIC IMPLICATIONS:**

Nil

**VOTING REQUIREMENTS:**

Simple Majority

**2530 OFFICERS RECOMMENDATION & COUNCILS DECISION**

Moved: Cr. A J Howell

Seconded: Cr. G K B West

That Council receive and endorse the Works Managers Report for August 2014.

Carried 7/0

## 12.2 MANAGER COMMUNITY AND REGULATORY SERVICES REPORT – AUGUST 2014

|                         |   |
|-------------------------|---|
| PROPONENT:              | Manager Community and Regulatory Services |
| OWNER:                  | Manager Community and Regulatory Services |
| LOCATION/ADDRESS:       |   |
| AUTHOR OF REPORT:       | Manager Community and Regulatory Services |
| SENIOR OFFICER:         | Chief Executive Officer                   |
| DATE OF REPORT:         | 20 <sup>th</sup> August 2014              |
| PREVIOUS REPORT(S):     | N/A                                       |
| DISCLOSURE OF INTEREST: | Nil                                       |
| FILE REFERENCE:         | Nil                                       |
| ATTACHMENTS:            | Nil                                       |

### BRIEF SUMMARY:

The following report details the activities of this Division for August 2014.

| <b>Item</b>          |  |
|----------------------|--|
| Townscape            | <p>A Townscape Enhancement Committee meeting is scheduled for 28<sup>th</sup> August 2014 with the main agenda items focussing on Tudhoe St and Town Park upgrades. Consideration will also be given to funding the completion of Tudor and Wetlands Park projects.</p> <p>Street tree planting will commence shortly and the Works Crew have removed many loads of silt and mud from the ponds.</p>   |
| Economic Development | <p>The Benfield – Stanley discussion paper on Garden Tourism has been completed and sent to Tourism WA. The MCRS has managed to link the writers to a company in Perth, TBH Niche, who are prepared to do the necessary promotion of this paper across Govt and the private sector.</p> <p>The Growers Market scheduled for October 25<sup>th</sup> has picked up at least 10 interested sellers. We expect more local people to become involved and also others from neighbouring shires.</p> <p>At an Economic Development workshop some months ago it was pledged that we would do something quirky with BAAART in the lead up to his birthday. Women from all over Wagin, other parts of the State and even the Eastern states have knitted hundreds of pieces to be worked up as a giant scarf for Baaart. The scarf will go around his neck prior to the Quilty visitors arriving in town.</p> |
| Heath and Aged Care  | <p>The SP and MCRS attended a presentation at the Wagin Hospital where a presentation by SIHI/WACHS staff outlined the expected upgrades to this site. They are predominately focussed on emergency services, palliative care and the creation of new sitting rooms for visitors, patients and staff.</p>  |

|                  |  |
|------------------|--|
|                  | <p>The Wagin Early Years Network conducted another free workshop for parents. This group maintains a high level of interest amongst our local parents.</p> <p>Waratah Lodge will undergo accreditation in September after which it will be business as usual and new residents can be invited to back to the facility. Also a number of constitutional changes are planned for the upcoming AGM and one of these will see the Shire Rep on the Board become a full member as opposed to the current observer only status.</p> <p>The CDO and HACC Coordinator hosted a Live Lighter Come and Try Day (Seniors Recreation Council of WA). Here we saw over 40 local seniors compete in a range of "sporting" and other activities including Xbox Kinect, Pole Walking and Seated Hockey. Four of these competitors have opted to participate in a state wide competition.</p> <p>Councillors are encouraged to promote the Health departments Breastscreening Service that will be in town from 2-12 September. Wagin women historically record low turnouts to these screenings.</p> |
| Asset Management | <p>The Asset Management Committee has met and the minutes are in this Agenda along with an item which will look at options for the future site/location of the Library.</p>  |
| Sport            | <p>The Shire is looking for a replacement Sport and Rec Officer to kick off the Summer Program. If Councillors know of anyone they believe to be suitable please encourage them to contact the MCRS. The Sport and Rec centre now has a large wood fire place which makes the building far more comfortable during our winter months. A meeting has been held to discuss a Sundowner for all our local sports people as they move from the Winter to Summer Program. The intention is to invite Roadwise to attend and address this group on road safety issues. It is seen as a perfect opportunity to attract the interest and educate many of our young drivers.</p> <p>The Tom Quilty Cup was handed over to the Shire this month and is on display in the foyer. Again Wagin people have rallied behind the organisers and volunteered their time and effort across a raft of duties. From our meeting with the committee it would seem that a well organised event is guaranteed.</p>  |
| Local Government | <p>A research company visited Wagin and interviewed 4 people including the MCRS and the SP on the values etc of the R4R funded CRC service.</p> <p>On a similar note the MCRS was interviewed by another research team who were looking at our Well Aged Housing Project and other initiatives we have undertaken to make Wagin and more age friendly town.</p>  |
| O S & H          | <p>JSA's or Safe Working Procedures are currently being reviewed by the Works division and any changes will be adopted at the October OHS Meeting. Incident reporting will be followed up at the next Tool Box Meeting in that many incidents are not being recorded and those that are not completed properly. The next regional meeting is scheduled for 3<sup>rd</sup> Oct in Kojonup. The Shires new Site Inspection Report Program is now operational.</p>  |

|                            |   |
|----------------------------|---|
| Library/Gallery            | <p>The Librarian has reported that we now have 687 members and its monthly Book Club attracts up to 10 people to its Saturday morning meetings.</p> <p>A visit by the Regional Librarian Kay Weaver has highlighted a number of changes and she managed to upload a much needed application to our Library recording program. She also indicated that she is willing to assist the Library is setting up a Writers Group for Wagin.</p>   |
| Local Emergency Management | <p>The Community Development Officer has been accepted into a Manage Recovery Functions and Services Course to be held in Albany early September. The outcome skills are expected to include Obtaining, Analysing and Sharing information on the impact of an emergency. To Plan and Deliver recovery functions and to Coordinate and Evaluate these functions.</p> <p>The new CESM, Andriena Ciric will commence on 22<sup>nd</sup> September and will be based in West Arthur. Her contact phone number is 0438971267. Until her start date Cindy Pearce will continue in the role.</p> <p>There will be a Bushfire Advisory Committee meeting and AGM 25<sup>th</sup> September.</p>   |
| Shire Management           | <p>This Division will complete its performance appraisals by the end of August.</p>   |
| Community Cooking Classes  | <p>The French Cooking Class and long lunch was attended by 26 people from Wagin, Williams, Gnowangerup, West Arthur, Narrogin and Cuballing. A long day of class and a long lunch to eat it all. Expressions of gratitude to the Shire for organising it and requests for similar events in the immediate future.</p> <p>Maryanne Toms has settled in well to her one day a fortnight position in promotion and social media. Councillors are encouraged to join the Shires Facebook page and see first hand some of her very creative work.</p> <p>Expressions of interest have gone out for Wagins first Growers Market with a significant number of people already registering their interest. This event will run in parallel to the Wagin Burnouts and the National Sheep Dog Trails so hopefully lots of extra people in town.</p> <p>Squaring the Wheel a Country Arts WA performance was attended by over 120 people. It went off well however a daytime performance at the School would have been preferred but we were unable to change the performance time.</p> <p>A meeting between the Chamber of Commerce, Rotary, Lions, WAGS, the Trotting Association and Shire was convened to discuss the location of this years Christmas event. All the groups were asked to feedback in writing to the Shire by mid September their preferred location. Once this is set we can then commence planning entertainment, food and activities.</p> |

**CONSULTATION/COMMUNICATION:**

Nil

**STATUTORY/LEGAL IMPLICATIONS:**

Nil

**POLICY IMPLICATIONS:**

Nil

**FINANCIAL IMPLICATIONS:**

N/A

**STRATEGIC IMPLICATIONS:**

N/A

**VOTING REQUIREMENTS:**

Simple Majority

**2531 OFFICERS RECOMMENDATION & COUNCIL DECISION**

Moved: Cr. G K B West

Seconded: Cr. J P Reed

That Council receive and endorse the Manager of Community and Regulatory Services report for the month of August.


Carried 6/1

### 12.3 STRATEGIC PLANNING PROJECT OFFICERS REPORT – AUGUST 2014




|                         |                                    |
|-------------------------|------------------------------------|
| PROPONENT:              | Strategic Planning Project Officer |
| OWNER:                  | Strategic Planning Project Officer |
| LOCATION/ADDRESS:       | N/A                                |
| AUTHOR OF REPORT:       | Strategic Planning Project Officer |
| SENIOR OFFICER:         | Chief Executive Officer            |
| DATE OF REPORT:         |                                    |
| PREVIOUS REPORT(S):     | 20 <sup>th</sup> August 2014       |
| DISCLOSURE OF INTEREST: | Nil                                |
| FILE REFERENCE:         | Nil                                |
| ATTACHMENTS:            | Nil                                |


#### BRIEF SUMMARY:

The following report details the activities for August 2014.

| <b>Strategic Planning</b>                                 | <b>Notes</b>   |
|---|--|
| Workforce Planning  | The Works Manager and I are looking at all our works staff positions and duties to complete the Works side of the Workforce plan. The workforce planning is an ongoing process.  |
| <b>Projects</b>   | <b>Notes</b>   |
| Wagin Cottage Homes Stage 2                               | <p>Geoff Franz is continuing his work on the brick work and has now completed three of the four units. White building Company have been paid \$207,434.44 for work completed to date.</p>    |
| Wagin Swimming Pool Redevelopment Stage 2 - Pool Building | <p>A great deal of progress has been made in the last month. The roof has been completed, gyprock, plastering and ceilings have nearly all been done, tiling of the change rooms and other rooms is in progress, all electrical work has been completed, storm water work has been done and paving work has commenced. All windows, glass doors and other doors have been installed where we are now at lock up stage.</p> |



|                                 |  |
|---------------------------------|--|
|                                 | <p>I have organised all the locks and worked out the lock and key system to cater for the users of the pool, community area and the Swimming Club.</p> <p>The builder is currently installing all the cupboards, benches, sinks and cabinets. The carpet has been ordered and will be available for installation in Mid September.</p> <p>The builders are happy with their progress to date and believe they are ahead of schedule; the completion date is set down for the 26<sup>th</sup> October 2014.</p> <p>We have paid the builder \$394,498 of the \$606,920 contract, which is 65% of the agreed sum.</p> <p>A complete photo record is being kept, and I include photos below for your interest.</p> <div style="display: flex; justify-content: space-around;">   </div>  |
| <p><b>Other</b></p>             | <p><b>Notes</b></p>  |
| <p>Sale of Council Property</p> | <p>The sale of lot 471 Vale Street to CBH has now been completed and funds have been received.</p> <p>Valuations have been obtained for the two Sawle Street vacant lots and six vacant industrial lots in Vale Street with a view to putting them up for sale.</p> <p>I have also put together a list of all saleable vacant land owned by the Shire including landgate photos of each property. It is planned to plot these lots on a full map of the Shire.</p>   |

|                                 |  |  |
|---------------------------------|--|--|
| Sportsground Advisory Committee | <p>The Rec Centre wood fire heater is in place and has been used with good results in heating the facility. There has been some great feedback and comments regarding the effectiveness and aesthetic nature of the wood heater.</p> <p>Unfortunately the Cricket Club has not been successful in obtaining funding for their proposed indoor training facility in the Woolorama Education building / Exhibition Shed.</p> |   |
| Security                        | <p>We have engaged Chubb Security to install a second security alarm pin pad at the Eastern entrance (Council chambers) of the building. This will allow staff to park in the eastern car park freeing up the western entrance car park for customers and visitors. It is hope this work will be carried out in the next couple of weeks.</p>  |  |
| Works Department                | <p>I am assisting the Manager of Works with some of the high end works administrative duties and requirements. This will allow him to assist the Town works staff as we currently do not have a Town supervisor.</p>   |  |
| Wagin Landcare (WWLZ)           | Woody Zone   | <p>The WWLZ manager is undertaking the finance duties for Landcare. I am currently providing limited training and support when required.</p> |

**CONSULTATION/COMMUNICATION:**

Nil

**STATUTORY/LEGAL IMPLICATIONS:**

Nil

**POLICY IMPLICATIONS:**

Nil

**FINANCIAL IMPLICATIONS:**

N/A

**STRATEGIC IMPLICATIONS:**

N/A

**VOTING REQUIREMENTS:**

Simple Majority

**2532 OFFICERS RECOMMENDATION & COUNCIL DECISION**

Moved: Cr. G T Hegarty

Seconded: Cr. G K B West

That Council receive and endorse the Strategic Planning Project Officer report for the month of August.

Carried 7/0

**12.4 CHIEF EXECUTIVE OFFICERS REPORT – AUGUST 2014**

|                         |   |
|-------------------------|---|
| PROPONENT:              | Chief Executive Officer                   |
| OWNER:                  | Chief Executive Officer                   |
| LOCATION/ADDRESS:       | Shire of Wagin                            |
| AUTHOR OF REPORT:       | Chief Executive Officer                   |
| SENIOR OFFICER:         |   |
| DATE OF REPORT:         | 19 <sup>th</sup> August 2014              |
| PREVIOUS REPORT(S):     | N/A                                       |
| DISCLOSURE OF INTEREST: | Nil                                       |
| FILE REFERENCE:         |   |
| ATTACHMENTS:            | Minister for Transport – Notes of meeting |

**1) CENTRAL ZONE OF WALGA – 28<sup>TH</sup> AUGUST - WANDERING**

The next Zone meeting is being held in Wandering on the 29<sup>th</sup> August 2014.

**2) WALGA – ANNUAL CONVENTION 6<sup>TH</sup> – 8<sup>TH</sup> AUGUST 2014**

4 Councillors and the CEO attended the WALGA AGM and Local Government convention in Perth.

The convention was well attended with a number of very good speakers including Hon John Howard spoke well on Leadership, Chris Richardson from Delottis addressed to gathering on the current economic conditions within Australia.

Peter Fitz Simmons spoke like a comic rugby coach and was very good in parts of his address.

The 4WDL dinner on the Thursday night was well received, with 25 people attending including the Minister for Transport and his wife.

Overall the WALGA AGM and Convention was worth attending with some good information gathered and friendships made and renewed.

**3) CESM POSITION**

This position has been filled by Adrianna Ciric from Geraldton. She will commence in Late September 2014 and will live with her partner and children in Darkan.

Cindy Pearce will continue to fill the role until Adrianna commences work.

**4) MINISTER FOR TRANSPORT - VISIT**

I have attached notes taken during the recent meeting with the Minister for Transport visit.

**5) WAGIN HISTORICAL VILLAGE – COUNCIL CONTRIBUTION**

The CEO has written to the Wagin Historical Village Committee seeking a meeting to clarify the present agreement regarding Councils contribution to this group.

The Office has not been able to find any documentation regarding the contribution.

**6) BUNGE – OFFICIAL LAUNCH AND PORT TOURS**

The Shire President and CEO have been invited to the opening of the Bunge facility in Bunbury on the 17<sup>th</sup> September 2014.

**7) CEO MOTOR VEHICLE**

The CEO has obtained quotes to replace the 2012 Toyota Kluger. Below is a summary of quotes received.

| CEO Motor Vehicle       |                          |                    |                     |                     |
|-------------------------|--------------------------|--------------------|---------------------|---------------------|
| Company                 | Type                     | Price              | Trade               | Change Over         |
| Great Southern Toyota   | Kluger GXL               | \$51,000.00        | \$ 28,000.00        | \$ 23,000.00        |
| Great Southern Toyota   | Prado GXL                | \$58,500.00        | \$ 28,000.00        | \$ 30,500.00        |
| Narrogin Toyota         | Kluger GXL               | \$51,100.00        | \$ 28,000.00        | \$ 23,100.00        |
| Narrogin Toyota         | Prado GXL                | \$57,331.56        | \$ 28,000.00        | \$ 29,331.56        |
| <b>South West Isuzu</b> | <b>Isuzu MUX - LS -T</b> | <b>\$45,060.00</b> | <b>\$ 25,060.00</b> | <b>\$ 20,000.00</b> |
| Albany City Motors      | Colorado 7 LTZ           | \$ 41,393.00       | \$ 25,000.40        | \$ 16,392.60        |
| New Town Toyota         | Prado GXL                | \$ 56,509.00       | \$ 24,000.00        | \$ 32,509.00        |
| New Town Toyota         | Kluger GXL               | \$ 50,801.00       | \$ 24,000.00        | \$ 26,801.00        |
| City Toyota             | Kluger GXL               | \$51,658.84        | \$ 25,000.00        | \$ 26,658.84        |
| City Toyota             | Prado GXL                | \$57,799.39        | \$ 25,000.00        | \$ 32,799.39        |

The budget allocation to change this vehicle over was \$23,000

After discussing this matter with the Shire President, the quote from South West Isuzu was accepted.

#### 8) STATE ADMINISTRATIVE TRIBUNAL (SAT) – JENKINS V SHIRE OF WAGIN

During the month the matter was heard twice by SAT and has been rescheduled for 2<sup>nd</sup> September 2014.

The matter relates to the destruction of two dogs.

#### 9) DFES – 2014/15 LG GRANTS

The Shire of Wagin has been allocated its allocation for 2014/15

**Bush Fire Brigades** \$26,610 – No plant & equipment  
Items not funded - 4x4 Rural Tanker for the Wagin  
Town BFB

**State Emergency Service** \$29,000 – includes sea container - \$3,000  
Items Funded – Personnel Carrier 11 seater – Wagin  
SES - \$80,000

#### 10) MAIN ROADS OF WA – WHEATBELT – LOCAL GOVERNMENT INTERFACE MANAGER

Mr Greg Willis has been appointed to the position to replace Chan Tennakoon.

The role is as follows:-

- a. to advise councils on funding and programming issues and to co-ordinate LG input to the annual roads plan and annual works programmes
- b. advise on the purpose and intent of the SRFTLGA and on policies and procedures of the two road groups
- c. provide advice and assist the regional road groups in project determinations for funding and priorities for under-taking works
- d. physically audit or arrange for physical audits of most local government road projects in receipt of state funds, including black spot projects
- e. achieve the maximum in expenditure of funds for each financial year
- f. attend regional road group meeting and sub group meetings in the WBN RRG
- g. act as the conduit for the communication of technical standards to local government
- h. provide my regional manager with issues you might like to raise and have addressed

Invaluable assistance will continue to be provided from the Narrogin office for the Wheatbelt South RRG.

### 11) WAGIN AIRPORT - USAGE

As a matter of interest regarding the Wagin Airport

- The Serpentine Aero Club is proposing a fly-in in early October. They are expecting approx 60 planes for the week end event.
- Scale aerobatics WA Club have contacted Greg Ball and Shire about coming to Wagin in July 2015. These models have 2.5m to 3.5m wingspans
- The Jet model Club visited Wagin in early August for another successful event. A good number of local residents went to the airport to view the demonstration
- CEO is hoping to arrange a fly-in to coincide with the Wagin Woolorama in March 2015.

### 12) DISASTER FUNDING - WANDRRA

The CEO recently spoke with Wayne Symes from WANDRRA regarding Shire contributions for damage caused by an "Event"

Councils are now expected to contribute up to \$143,200 per event towards repairs. This has increased on previous years.

There also appears to be a miss understanding regarding WANDRRA.

Any damage to parks, public property etc is claimable under WANDRRA whilst road damage is claimed through Main Roads of WA.

### 13) SMALL BUSINESS CENTRE – WHEATBELT SOUTH

As Councillors would be aware, Neil Butterworth finished with the SBC in Narrogin in July. The contract for this service has been taken over by Wheatbelt Business Network.

I have attached a brief outline of their services: -

*The Wheatbelt Business Network has been successful in securing the Small Business Centre Wheatbelt South contract for 12 months.*

*We are very excited at this opportunity and the growth of the Network into 9 Shires. You may be aware we already have a presence in the Shires of Mukinbudin, Merredin, Kellerberrin, Southern Cross, Narembeen, Kulin, Kondinin and Corrigin with a membership base of over 100 businesses. I have attached a flyer for your reference.*

*Our role in your Shire will be to provide;*

- *FREE Professional, timely and informative advice to businesses in your Shire (organisational governance, strategic planning, business growth etc)*
- *FREE Business After Hours, bi monthly in your Shire to encourage businesses to network and learn from each other as well as to host key business speakers*
- *Assistance on local economic development initiatives you have and offer you inclusion into our successful Christmas Think Local campaign*

*We are currently recruiting a Business Advisor for the role. I have attached the advert and position description, please forward onto anyone you may think is interested.*

*We look forward to making a time to meet in the very near future and introduce you to the Business Advisor and discuss local initiatives we can assist you with.*

*In the meantime, please contact me if you have events or activities coming up which you would like us to attend or to discuss.*

*Kind regards,*

**Caroline Robinson**

Executive Officer

M 0403 225 900

E [eo@wheatbeltbusinessnetwork.com.au](mailto:eo@wheatbeltbusinessnetwork.com.au)



#### 14) BUSH FIRE ADVISORY COMMITTEE - AGM

This meeting is to be held on Thursday 25<sup>th</sup> September 2014. Advertising for the meeting will be undertaken shortly and an agenda distributed.

#### 15) SOLAR POWER – SHIRE ADMINISTRATION BUILDING

This matter was raised at the last Asset Management Committee meeting.

It so happened that a solar company was travelling through Wagin recently and we have asked them for a quote.

I also noticed that the Town of Narrogin have solar panels all over their roof. In conversation with them they are using approx 25 units more than us however their costs are much higher. We are currently paying a flat 26.65c per unit whilst the Town of Narrogin are paying 35.03c per unit.

We will continue to look into this matter.

#### 16) DEAN MORGAN – DEVELOPMENT APPLICATION – AERIAL SPRAYING BUSINESS

Approval was given to Mr Dean Morgan to develop an aerial spraying business from his block at Lot 21 Brockman Rd Wagin in 2011.

The required work and easement was completed in early 2014.

The only requirement remaining is a lease of a small piece of land at the western end of the airport. This will be done when the Wagin Aero Club advise if they will continue to lease a section of land at the airport.

As all conditions have been met the spraying business may operate from that location.





### 17) STAFF

- **Peter Webster** – RDO from 4<sup>th</sup> September 2014 to 9<sup>th</sup> September 2014
- **Peter Webster** – Annual leave from 24<sup>th</sup> September 2014 to 10<sup>th</sup> October 2014
- **Carolyn Webster** – Will be taking Annual leave for 3 weeks in September 2014.

#### Dates

|                                  |   |
|----------------------------------|---|
| 20 <sup>th</sup> August 2014.    | Community Centre AGM – Wagin                      |
| 26 <sup>th</sup> August 2014.    | 4WDL Work Force planning afternoon                |
| 26 <sup>th</sup> August 2014     | Council Meeting                                   |
| 28 <sup>th</sup> August 2014     | Townscape Enhancement Committee meeting           |
| 29 <sup>th</sup> August 2014     | Central Country Zone meeting – Wandering          |
| 18 <sup>th</sup> September 2014. | Leadership WA visit – 11.30am                     |
| 19 <sup>th</sup> September 2014. | Official Opening Bunge Operation Bunbury – 12noon |
| 23 <sup>rd</sup> September 2014. | Council Meeting                                   |

### 2533 OFFICERS RECOMMENDATION & COUNCIL DECISION

Moved: Cr. G T Hegarty

Seconded: Cr. C J Brockwell

That Council endorse the Chief Executive Officer report.

Carried 7/0

## 30<sup>th</sup> JULY 2014 – MINISTER FOR TRANSPORT MEETING NOTES

**Present:** Hon Dean Nalder, Hon Jim Chown, Hon Brian Ellis, Sarah Boska, (Senior Policy Adviser) and 2 others

Cr Phil Blight, Cr Greg Ball, Cr Ian Cumming, Cr Amanda Howell, Cr Geoff West, Cr Gerard Hegarty, Cr Cliff Brockwell, Cr Lachlan Ballantyne ,CEO Peter Webster and EA Debbie Thompson.

### Discussion:

- **Intersection of Tudor and Tudhoe Street Wagin**
- **Stacking Distance**

*Cr Blight – this is an ongoing issue – an east / west bypass or shift Katanning Road further west to accommodate road trains in excess of 27m in length are possible solutions.*

*Minister for Transport - Questioned how would be funded.*

*Cr Blight – Highlighted sweep path of road trains on Tudor Street corner issues.*

*J Chown - Main roads are aware of this problem and suggested that the shire keep 'batting' the problem with Main roads to progress the issue.*

*Minister for Transport: Issue has been noted and will get back to you.*

- **Grain Transport in the Future**

*Cr Ball - asked the Minister for Transport for his thought on the philosophy on the future of transporting grain.*

*Minister for Transport – I believe the government should stay out of the way of private enterprise. The government have been forward planning into the future as trucks are bigger and are using 6m wide existing roads. We need to look at the longer term from a broader industry view that government can deliver on and how growers are going to get their grain to port.*

*Cr Blight – Need to look at port spheres and challenging port access.*

*Resident's petition against coal being transport through residential areas in Bunbury, Albany and Fremantle - may well have the same issues as it's going to get harder.*

*Minister for Transport – Capacity issues – Land have had discussions with Brookfield Rail.*

*Cr Hegarty – The east / west railway line removed – has the government done feasibility studies into upgrading roads versus rail?*

*Minister for Transport – Bunge / Brookfield*

*I would not support any expansion.*

*Rail reserves – Tier lines – there is currently 34 years left on the contract but would love to see competition. To defray costs we would need to see further industry other than grain to be efficient.*

- **MRWA / SHIRE**

*CEO – The Shire has completed contract work to construct main roads in the area and there is a fair amount work left to continue upgrading the state network. The flow on effect through*



local communities by engaging local contractors to undertake works is beneficial to the local community.

Minister for Transport – Where ever possible we promote local and recognise the importance of local work in the community, however also need to take into account different standards in particular using 9 mil of road base in comparison to 15 mil. When employing local would need to stipulate standards.

J Chown – All roadwork is done to main roads standard.

- **SIHI – Silverchain Practices Nurses and Amity House Social workers**

CEO – I recently met with staff from Silverchain and Amity House, who both highlighted they are running to maximum capacity.

Can we get more help to supplement these existing services and support in the regional areas?

J Chown – this information is anecdotally

CEO – no this information is fact

Minister for Transport – Would support existing services.

- **NEW LICENSE FOR TOWING OF CARAVANS & FIFTH WHEELERS**

Cr West suggested that a new license be implemented for drivers towing caravans or fifth wheelers that have a heavier towing load or are extra-long vehicles.

Minister for Transport – Will asked the Department of Transport to consider it.

## **GENERAL DISCUSSION**

Cr Hegarty – Are there plans for an alternative route – and if so where are they at?

J Chown – Not a priority.

Cr Blight – Preliminary work needs to be undertaken.

J Chown – Community Consultation would need to be sort.

Cr Blight – The main street is the main thoroughfare.

Cr Cumming – Needs to be safe down the main street.

There is a difference between a bypass and heavy haulage route.

Cr Blight – Email received 28/07/2014 - DFES staving Local Governments of \$23m per year. Emergency Services Review – DFES portfolio - DFES collect revenue and don't return much of the ESL Levy back to Local Governments.

Cr Blight to forward J Chown email and flag for his attention.

**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, defecting, 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.*

**2534 COUNCIL DECISION**

Moved: Cr. G K B West

Seconded: Cr. C J Brockwell

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 7/0

**16.1 PERMISSION TO WRITE OFF OUTSTANDING DEBTORS**

|                         |   |
|-------------------------|---|
| PROPONENT:              |   |
| OWNER:                  | Shire of Wagin                          |
| LOCATION/ADDRESS:       |   |
| AUTHOR OF REPORT:       | Manager of Finance & Corporate Services |
| SENIOR OFFICER:         | Chief Executive Officer                 |
| DATE OF REPORT:         | 5 <sup>th</sup> August 2014             |
| PREVIOUS REPORT(S):     |   |
| DISCLOSURE OF INTEREST: | N/A                                     |
| FILE REFERENCE:         |   |
| ATTACHMENTS:            | Under separate cover                    |

**2535 OFFICERS RECOMMENDATION & COUNCIL DECISION**

Moved: Cr. D C Lloyd

Seconded: Cr. G K B West

That Council agree to write off debtors as listed totalling \$1,078.16.

Carried 6/1

**2536 COUNCIL DECISION**

Moved: Cr. G K West

Seconded: Cr. C J Brockwell

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 6/1

**13. AGENDA ITEMS****13.1 WEEKLY RENT – WAGIN DENTAL SURGERY**

|                         |  |
|-------------------------|--|
| PROPONENT:              | Shire of Wagin                         |
| OWNER:                  | Shire of Wagin                         |
| LOCATION/ADDRESS:       | N/A                                    |
| AUTHOR OF REPORT:       | Manager Finance and Corporate Services |
| SENIOR OFFICER:         | Chief Executive Officer                |
| DATE OF REPORT:         | 7 <sup>th</sup> August 2014            |
| PREVIOUS REPORT(S):     | 5 <sup>th</sup> October 2013           |
| DISCLOSURE OF INTEREST: | N/A                                    |
| FILE REFERENCE:         | FM.FE.1, CP.MT.18                      |
| ATTACHMENTS:            | Nil                                    |

**BRIEF SUMMARY:**

Wagin Dental Surgery is still owned and operated by Dr Robert Norris. The current lease ran out in September 2006 and the weekly rent has not been increased since then.

**BACKGROUND:**

Wagin Dental Surgery has been operating in Wagin since approximately 2005. The last lease that was signed by both parties was 14<sup>th</sup> September 2005.

In the old lease there is no provision for annual CPI increase in the weekly rental amount so the agreed amount has not changed since this lease was signed.

The table below shows the increase in rent had there been the provision to increase the rent by CPI annually.

| Year      | Annual CPI % | Rental Increase | Weekly Rent exc GST |
|-----------|--------------|-----------------|---------------------|
| 2005/2006 | 0.0%         | 0               | \$60.00             |
| 2006/2007 | 2.1%         | \$1.26          | \$61.26             |
| 2007/2008 | 4.5%         | \$2.76          | \$64.02             |
| 2008/2009 | 1.5%         | \$0.96          | \$64.98             |
| 2009/2010 | 3.1%         | \$2.01          | \$66.99             |
| 2010/2011 | 3.6%         | \$2.41          | \$69.40             |
| 2011/2012 | 1.2%         | \$0.83          | \$70.24             |
| 2012/2013 | 2.4%         | \$1.69          | \$71.92             |
| 2013/2014 | 2.9%         | \$2.09          | \$74.01             |

I also researched other Council's that lease a Dental Surgery. The only one I could find that had the charges in their annual fees and charges was Shire of Corrigin who in 2012/2013 were leasing their surgery out for \$70 per week (excluding GST).

**COMMENT:**

Currently a new lease is being drawn up by Lane Buck and Higgins.

Council are asked to increase the rent from the 2014/2015 financial year from \$60/week to \$75/week and by the annual CPI at each anniversary of the lease agreement.

**CONSULTATION/COMMUNICATION:**

N/A

**STATUTORY/LEGAL IMPLICATIONS:**

Nil

**POLICY IMPLICATIONS:**

Nil

**FINANCIAL IMPLICATIONS:**

Increase in rent – consider CPI rent increases

**STRATEGIC IMPLICATIONS:**

Nil

**VOTING REQUIREMENTS:**

Absolute Majority

**2537 OFFICERS RECOMMENDATION & COUNCIL DECISION**

Moved: Cr. C J Brockwell

Seconded: Cr. G K B West

That Council;

Agree to renegotiate the lease for the Wagin Dental Surgery with an increase in the weekly rent to \$75 per week and increasing annually by CPI thereafter.

Carried 7/0

### 13.2 CHRISTMAS FUNCTION & OFFICE HOURS OVER CHRISTMAS / NEW YEAR

|                         |  |
|-------------------------|--|
| PROPONENT:              | Shire of Wagin                         |
| OWNER:                  | Shire of Wagin                         |
| LOCATION/ADDRESS:       | N/A                                    |
| AUTHOR OF REPORT:       | Manager Finance and Corporate Services |
| SENIOR OFFICER:         | Chief Executive Officer                |
| DATE OF REPORT:         | 7 <sup>th</sup> August 2014            |
| PREVIOUS REPORT(S):     | 5 <sup>th</sup> October 2013           |
| DISCLOSURE OF INTEREST: | N/A                                    |
| FILE REFERENCE:         |  |
| ATTACHMENTS:            | Nil                                    |

#### BRIEF SUMMARY:

To allow for the approval of staff leave, planning and preparation for the annual Christmas function and opening of the Shire Administration Office over the Christmas – New Year period.

#### BACKGROUND:

Last year Council closed the Administration Office during the Christmas – New Year period for the seventh consecutive year and no complaints were received from members of the public.

The 2013 annual Christmas function was held at the Wagin Recreation Centre with a catered buffet sit down meal. Children were set up in the Eric Farrow Pavilion under the care of a babysitter with a meal provided. It was generally regarded as an enjoyable function.

#### COMMENT:

The outside staff will be standing down for the Christmas/New Year period on Wednesday 17<sup>th</sup> December 2014 with some staff returning to work on Monday 5<sup>th</sup> January 2014 and some (mainly the construction crew) not returning until the end of January. There will be a skeleton crew working throughout to ensure maintenance of facilities throughout the town.

It is proposed to hold the annual Christmas Function on the Wednesday of works stand down being the Wednesday 17<sup>th</sup> December.

It is again proposed to hold the function in the Recreation Centre Lounge Area, staff will engage caterers for the meal and the Shire would supply drinks to all attendees. Staff will also look at organising some form of entertainment on the night.

This year it is proposed to man the office until Wednesday 24<sup>th</sup> December, and close the office outside of public holidays and the weekend for 4 working days from Thursday 25<sup>th</sup> December – 4<sup>th</sup> January, reopening on Monday 5<sup>th</sup> January.

This will give all Administration staff a significant break over the period during our quietest period.

Staff will need to utilise annual leave or accumulated rostered days off for the three days outside the normal public holidays allocated. The 2<sup>nd</sup> January is a Local Government holiday that usually most of the administration staff bank to take as another day later on during the year, however as it's a Friday it's not worth opening the office just for one day so we are

proposing that the Administration staff take their allocated Local Government holiday and the office remain closed.

Emergency contacts for the entire period will be provided to Police and other emergency services. Management, through Councils shared Community Emergency Services Manager, will ensure harvest ban information is faxed to media outlets and registered recipients via the SMS process.

The following opening and closure dates are proposed for the 2014-2015 Christmas – New Year period:

|                                     |                                |
|-------------------------------------|--------------------------------|
| Wednesday 24 <sup>th</sup> December | Open as normal                 |
| Thursday 25 <sup>th</sup> December  | Office Closed – Public Holiday |
| Friday 26 <sup>th</sup> December    | Office Closed – Public Holiday |
| Monday 29 <sup>th</sup> December    | Office Closed                  |
| Tuesday 30 <sup>th</sup> December   | Office Closed                  |
| Wednesday 31 <sup>st</sup> December | Office Closed                  |
| Thursday 1 <sup>st</sup> January    | Office Closed – Public Holiday |
| Friday 2 <sup>nd</sup> January      | Office Closed                  |
| Monday 5 <sup>th</sup> January      | Open as normal                 |

The closure of the office on the above dates will be advertised at the Shire Office and through Council Corner in the Wagin Argus.

**CONSULTATION/COMMUNICATION:**

N/A

**STATUTORY/LEGAL IMPLICATIONS:**

Local Government Act 1995  
Local Government Officers Award - 2011  
Municipal Employee Award - 2011

**POLICY IMPLICATIONS:**

Nil

**FINANCIAL IMPLICATIONS:**

A Christmas function has budgeted for in the 2014/15 Budget.

**STRATEGIC IMPLICATIONS:**

Nil

**VOTING REQUIREMENTS:**

Simple Majority

**2538 OFFICERS RECOMMENDATION & COUNCIL DECISION**

Moved: Cr. G T Hegarty

Seconded: Cr. D C Lloyd

That Council;

Hold the annual Shire Christmas function at the Wagin Recreation Centre Lounge Area on Wednesday 17<sup>th</sup> December 2013.

Approve the following Shire Office opening and closing dates for the 2014 – 2015 Christmas – New Year period:

|                                     |                                |
|-------------------------------------|--------------------------------|
| Wednesday 24 <sup>th</sup> December | Open as normal                 |
| Thursday 25 <sup>th</sup> December  | Office Closed – Public Holiday |
| Friday 26 <sup>th</sup> December    | Office Closed – Public Holiday |
| Monday 29 <sup>th</sup> December    | Office Closed                  |
| Tuesday 30 <sup>th</sup> December   | Office Closed                  |
| Wednesday 31 <sup>st</sup> December | Office Closed                  |
| Thursday 1 <sup>st</sup> January    | Office Closed – Public Holiday |
| Friday 2 <sup>nd</sup> January      | Office Closed                  |
| Monday 5 <sup>th</sup> January      | Open as normal                 |

Carried 7/0



### 13.3 CARAVAN PARK FEES

|                         |  |
|-------------------------|--|
| PROPONENT:              | Shire of Wagin                         |
| OWNER:                  | Shire of Wagin                         |
| LOCATION/ADDRESS:       | N/A                                    |
| AUTHOR OF REPORT:       | Manager Finance and Corporate Services |
| SENIOR OFFICER:         | Chief Executive Officer                |
| DATE OF REPORT:         | 15 <sup>th</sup> August 2014           |
| PREVIOUS REPORT(S):     | 5 <sup>th</sup> October 2013           |
| DISCLOSURE OF INTEREST: | N/A                                    |
| FILE REFERENCE:         |  |
| ATTACHMENTS:            |  |

#### BRIEF SUMMARY:

Following the August meeting of the Asset Management Committee it was discussed that the fees for the Caravan Park needed revising.

#### BACKGROUND:

Currently the fees and charges that were adopted with the Budget are:

|   | 2014/15 | 2013/14 | GST |
|---|---------|---------|-----|
| <b>Caravans (2 Persons)</b>                             |         |         |     |
| Permanent after 3 months continuous stay (per week)     | \$75.50 | \$75.50 | ✓   |
| per Week  | \$88.00 | \$88.00 | ✓   |
| per Night   | \$20.00 | \$20.00 | ✓   |
| Additional Person per night                             | \$3.00  | \$3.00  | ✓   |
| <b>Tent Sites (2 Persons)</b>                           |         |         |     |
| per Week  | \$63.00 | \$63.00 | ✓   |
| per Night   | \$16.00 | \$16.00 | ✓   |
| Additional Person per night                             | \$3.00  | \$3.00  | ✓   |
| New RV Area in Caravan Park – No power or Water Daily   | \$12.00 | \$12.00 | ✓   |
| New RV Area in Caravan Park – No power or Water Weekly  | \$63.00 |         | ✓   |
| RV Area – Per Van per night – No power No Water         | \$6.00  | \$5.00  | ✓   |
| RV Area – Per Van per night – Power No Water            | \$10.00 | \$8.00  |     |
| RV Area – Per Van per night - Group Booking Min 10 Vans | \$15.00 |         | ✓   |

The cost of running the park last financial year was \$63,915. The park currently has 20 bays which mean's the running cost per bay per year is approximately \$3,196.

The permanent residents of the park are currently only paying \$10.79 per night (\$75.50 per week) which is a discount of 46% of the nightly rate. There are currently 6 permanent caravan residents currently on \$75.50 per week which is only giving us an income of \$23,556 per year.

The weekly rate for a caravan is \$12.57 per night (\$88 per week for less than 3 months) which is a discount of 37% from the nightly rate.

The weekly rate for a tent site is \$9 per night (\$63 per week) which is a discount of 44%.

The weekly rate at the caravan park for self-sufficient RV's is currently \$9 per night (\$63 per week) which is a discount of 25%.

**COMMENT:**

It is proposed that the fee schedule be changed to the following:

|   | 2014/15         | 2013/14 | GST |
|---|-----------------|---------|-----|
| <b>Caravan Park on Scadden Street</b>               |                 |         |     |
| Caravans (2 Persons)                                |                 |         |     |
| per Night   | <b>\$20.00</b>  | \$20.00 | ✓   |
| per Week  | <b>\$105.00</b> | \$88.00 | ✓   |
| Additional Person per night                         | \$3.00          | \$3.00  | ✓   |
| Permanent after 3 months continuous stay (per week) | <b>\$95.00</b>  | \$75.50 | ✓   |
| Tent Sites (2 Persons)                              |                 |         |     |
| per Week  | <b>\$84.00</b>  | \$63.00 | ✓   |
| per Night   | \$16.00         | \$16.00 | ✓   |
| Additional Person per night                         | \$3.00          | \$3.00  | ✓   |
| RV's (2 Persons)                                    |                 |         |     |
| RV Area per night                                   | <b>\$12.00</b>  | \$12.00 | ✓   |
| RV Area weekly                                      | <b>\$70.00</b>  |         | ✓   |
| <b>RV Area at the Recreation Ground</b>             |                 |         |     |
| RV – Per Van per night – No power No Water          | \$6.00          | \$5.00  | ✓   |
| RV – Per Van per night – Power No Water             | <b>\$12.00</b>  | \$8.00  |     |
| RV – Per Van per night - Group Booking              | <b>\$12.00</b>  |         | ✓   |

This increase in the permanent resident's rate will bring it to \$13.57 per night (\$95 per week) which is a 32% discount and will raise approximately \$29,640 of income or \$4,940 per permanent site per year which will more than cover the running costs of those 6 bays.

The weekly rate for a caravan will become \$15 per night (\$105 per week for less than 3 months) which is a 25% discount.

The weekly rate for a tent site will become \$12 per night (\$84 per week) which is also a 25% discount.

The weekly rate for self-sufficient RV's will become \$10 per night (\$70 per week) which is a 17% discount.

**CONSULTATION/COMMUNICATION:**

N/A

**STATUTORY/LEGAL IMPLICATIONS:**

Nil

**POLICY IMPLICATIONS:**

Nil

**FINANCIAL IMPLICATIONS:**

Increase in caravan park income

**STRATEGIC IMPLICATIONS:**

Nil

**VOTING REQUIREMENTS:**

Absolute Majority

**2539 OFFICERS RECOMMENDATION & COUNCIL DECISION**

Moved: Cr. C J Brockwell

Seconded: Cr. G K B West

That Council;

Adopt the changes to the Schedule of Fees and Charges for the Caravan Park to the following:

|   | 2014/15         | 2013/14 | GST |
|---|-----------------|---------|-----|
| <b>Caravan Park on Scadden Street</b>               |                 |         |     |
| Caravans (2 Persons)                                |                 |         |     |
| per Night   | <b>\$20.00</b>  | \$20.00 | ✓   |
| per Week  | <b>\$105.00</b> | \$88.00 | ✓   |
| Additional Person per night                         | \$3.00          | \$3.00  | ✓   |
| Permanent after 3 months continuous stay (per week) | <b>\$95.00</b>  | \$75.50 | ✓   |
| Tent Sites (2 Persons)                              |                 |         |     |
| per Week  | <b>\$84.00</b>  | \$63.00 | ✓   |
| per Night   | \$16.00         | \$16.00 | ✓   |
| Additional Person per night                         | \$3.00          | \$3.00  | ✓   |
| RV's (2 Persons)                                    |                 |         |     |
| RV Area per night                                   | <b>\$12.00</b>  | \$12.00 | ✓   |
| RV Area weekly                                      | <b>\$70.00</b>  |         | ✓   |
| <b>RV Area at the Recreation Ground</b>             |                 |         |     |
| RV – Per Van per night – No power No Water          | \$6.00          | \$5.00  | ✓   |
| RV – Per Van per night – Power No Water             | <b>\$12.00</b>  | \$8.00  |     |
| RV – Per Van per night - Group Booking              | <b>\$12.00</b>  |         | ✓   |

Carried 6/1

Councillor West left the meeting at 8.52 pm.

**13.4 TENDER 01-2014/2015 SUPPLY AND LAY OF BITUMEN AND 02/2014/2015 SUPPLY AND DELIVERY OF A MOTOR GRADER**

|                         |  |
|-------------------------|--|
| PROPONENT:              | Shire of Wagin   |
| OWNER:                  | Shire of Wagin   |
| LOCATION/ADDRESS:       |  |
| AUTHOR OF REPORT:       | Strategic Planning Project Officer /<br>Manager of Works |
| SENIOR OFFICER:         | Chief Executive Officer                                  |
| DATE OF REPORT:         | 20 <sup>th</sup> August 2014                             |
| PREVIOUS REPORT(S):     | Nil  |
| DISCLOSURE OF INTEREST: | N/A  |
| FILE REFERENCE:         | CM.TE.2  |
| ATTACHMENTS:            | Under separate cover                                     |

**BRIEF SUMMARY:**

To approve calling for tenders and the Request for Tender documents for supply and lay of bitumen and the changeover of a motor grader.

**BACKGROUND/COMMENT:**

Council, in the 2014/2015 budget, has budgeted to engage a contractor to carry out various seal works within the Shire and to changeover its 2007 Caterpillar grader.

As the above budgeted items are in excess of \$100,000, Local Government regulations state that we must go through the public tender process. Under these tender regulations we must give 14 days' state wide notice calling for tenders and the calling for tenders and applicable tender specifications must be approved by Council.

Staff has prepared the Request for Tender document for each tender, including the tender request details, conditions of tendering, specification of tender, general conditions of contract and the tenderer's offer. These documents are enclosed for your perusal.

**CONSULTATION/COMMUNICATION:**

Various machinery dealers and contractors

**STATUTORY/LEGAL IMPLICATIONS:**

Local Government (Functions and General) Regulations 1996

**POLICY IMPLICATIONS:**

Nil

**FINANCIAL IMPLICATIONS:**

There is a budget allocation in 2014/2015 for the sealing works and motor grader change over.

**STRATEGIC IMPLICATIONS:**

Nil

**VOTING REQUIREMENTS:**

Simple Majority

**2540 OFFICERS RECOMMENDATION & COUNCIL DECISION**

Moved: Cr. G T Hegarty

Seconded: Cr. C J Brockwell

That Council approve the calling of tenders and Request for Tender documents for Tender # 01-2014/2014 Supply and lay bitumen (full service) and Tender # 02 – 2014/2015 Supply and delivery of a Motor Grade with trade in.

Carried 6/0

### 13.5 PLANNING APPLICATION – PROPOSED CHANGE OF USE FROM “SHOP” TO “RESTAURANT” (CAFÉ)

|                         |   |
|-------------------------|---|
| PROPONENT:              | Mr Terence Gresty   |
| OWNER:                  | Mr Terence Gresty   |
| LOCATION/ADDRESS:       | Portion of Lot 39 (No.67) Tudor Street, Wagin (Cresswells Department Store)   |
| AUTHOR OF REPORT:       | J Douglas & C Farnianco – Consultant Town Planners Urban & Rural Perspectives |
| SENIOR OFFICER:         | Chief Executive Officer   |
| DATE OF REPORT:         | 20 <sup>th</sup> August 2014  |
| PREVIOUS REPORT(S):     | Nil   |
| DISCLOSURE OF INTEREST: | N/A   |
| FILE REFERENCE:         | A 51  |
| ATTACHMENTS:            | Plans 1 - 4   |

#### BRIEF SUMMARY:

This report recommends that a planning application submitted by Mr Terence Gresty (Landowner) to change the current approved use of a portion of the existing commercial building on Lot 39 (No.67) Tudor Street, Wagin from ‘shop’ to ‘restaurant’ be approved subject to conditions.

#### BACKGROUND:

The applicant is seeking Council’s planning approval to change the current approved use of a portion of the existing commercial development on Lot 39 (No.67) Tudor Street, Wagin from ‘shop’ to ‘restaurant’ to allow for the establishment of a small cafe within Cresswells Department Store.

Lot 39 is located centrally within the Wagin townsite within the town’s designated commercial area. The land is rectangular in shape, comprises a total area of approximately 1,012m<sup>2</sup> and has direct frontage and access to Tudor Street along its north-eastern boundary and Union Street along its south-western boundary (see Plans 1 & 2).

Lot 39 has been extensively developed and used for commercial purposes for many years (i.e. ‘Cresswells Department Store’). As such the land contains a number of physical improvements associated with its current usage including a single storey commercial building, an attached residential dwelling at the rear, storage buildings, landscaping and boundary fencing (see Plan 3).

Under the terms of the information and plans submitted in support of the application the following is proposed:

- i) Use of approximately 29m<sup>2</sup> of the existing approved ‘shop’ floorspace within the commercial building on Lot 39 for ‘restaurant’ purposes (i.e. ‘cafe’). The new cafe will be integrated within the existing Cresswells Department Store and will comprise approximately 7m<sup>2</sup> of food preparation area and 22m<sup>2</sup> of public floor area;
- ii) Installation of a new stainless steel preparation bench, wash basin and three (3) small tables comprising four (4) chairs per table (i.e. a total of 12 customers will be accommodated within);

- iii) The new cafe will offer coffee, cake and sandwiches to customers of Cresswells Department Store for sale and consumption on-site. The cafe will not have independent access from the land's street frontage and will not therefore operate independently; and
- iv) The new cafe will operate during the same trading hours as Cresswells Department Store being Monday to Friday from 9am to 5pm and Saturday from 9am to 1pm.

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

##### Shire of Wagin Town Planning Scheme No.2

Lot 39 is classified 'Commercial' zone under the Shire of Wagin's current operative Town Planning Scheme No.2 (TPS No.2).

A key objective of the land's current 'Commercial' zoning classification is to ensure that land is used for retail shopping, sales, hotels, offices, professional suites, restaurants and other business oriented uses. Other uses, listed in Table 1 of TPS No.2 may be permitted at the discretion of Council if they are considered to be an integral part of the commercial environment and where Council is satisfied that they will benefit the community and not result in being a nuisance.

Having regard for the various land use definitions contained in Appendix 1 of TPS No.2, it is concluded that the proposed use of portion of Lot 39 for cafe purposes is most appropriately classified as a 'restaurant'.

Under the terms of TPS No.2 the development and use of any 'Commercial' zoned land for the purposes of a 'restaurant', including Lot 39, is listed as being a permitted (i.e. 'P') use which means it is permitted subject to the issuance of a formal planning approval by Council. In issuing planning approval Council may impose one or more valid planning conditions considered appropriate in the circumstances.

##### Compliance with Development Standards

Assessment of the proposal in the context of the various development standards prescribed in TPS No.2 has confirmed it is generally compliant except for on-site vehicle parking.

Table 2 of TPS No.2 requires that a total of two (2) additional on-site car parking bays be provided to accommodate the proposed new restaurant / cafe use. The plans prepared and submitted in support of the application make no allowance for the provision of any additional on-site parking bays to accommodate the parking demand likely to be generated by the existing and proposed new use of the property.

Notwithstanding the shortfall in the total number of on-site parking bays required by TPS No.2, Clause 4.5.1 of the scheme enables Council to grant a variation to various development standards prescribed in the Scheme, including car parking, where Council is satisfied that:

- i) approval of the proposed development would be consistent with the orderly and proper planning or the locality and the preservation of the amenities of the locality; and*
- ii) the non-compliance will not have any adverse effect upon the occupiers or users of the development or the inhabitants of the locality or upon the likely future development of the locality.*

Following a detailed assessment of the application the reporting officers' have formed the view that the shortfall in on-site parking arising from the proposed new cafe use could be supported by Council for the following reasons:

- a) Given the nature and configuration of all previous development on Lot 39, there is little room available on the land to accommodate any additional on-site parking;
- b) Car parking for Cresswells Department Store has traditionally been provided off-site within the adjoining Tudor Street road reserve area where there is a significant amount of car parking available for patrons and service vehicles;
- c) The proposed cafe is incidental to the existing predominant 'shop' use of the land and will not operate independently;
- d) The additional patronage arising from the proposed cafe use is likely to be minor and will not therefore generate the need for the provision of any additional on or off-site parking; and
- e) The proposed cafe is unlikely to have a detrimental impact on the amenity, character, functionality or safety of the immediate locality.

### **Conclusion**

It is concluded from a detailed assessment of the application that the proposed change of use of a portion of the existing commercial building on Lot 39 (No.67) Tudor Street, Wagin from 'shop' to 'restaurant' is:

- a) consistent with the objectives of the land's current 'Commercial' zoning classification in TPS No.2;
- b) a use that is contemplated and permitted by TPS No.2;
- c) unlikely to have a negative impact on the general amenity, character, functionality and safety of the immediate locality; and
- d) capable of being approved by Council subject to the imposition of a number of conditions to ensure it proceeds in a proper and orderly manner.

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

Shire of Wagin Town Planning Scheme No.2  
Planning and Development Act 2005 (as amended)

### **POLICY IMPLICATIONS:**

Nil

### **FINANCIAL IMPLICATIONS:**

Nil

### **STRATEGIC IMPLICATIONS:**

Nil

### **VOTING REQUIREMENTS:**

Simple Majority



**2541 OFFICERS RECOMMENDATION & COUNCIL DECISION**

Moved: Cr. D C Lloyd

Seconded: Cr. C J Brockwell

That the application for planning approval submitted by Mr Terrence Gresty (Landowner) to change the current approved use of a portion of the existing commercial building on Lot 39 (No.67) Tudor Street, Wagin from 'shop' to 'restaurant' be **APPROVED** subject to compliance with the following conditions and advice notes:

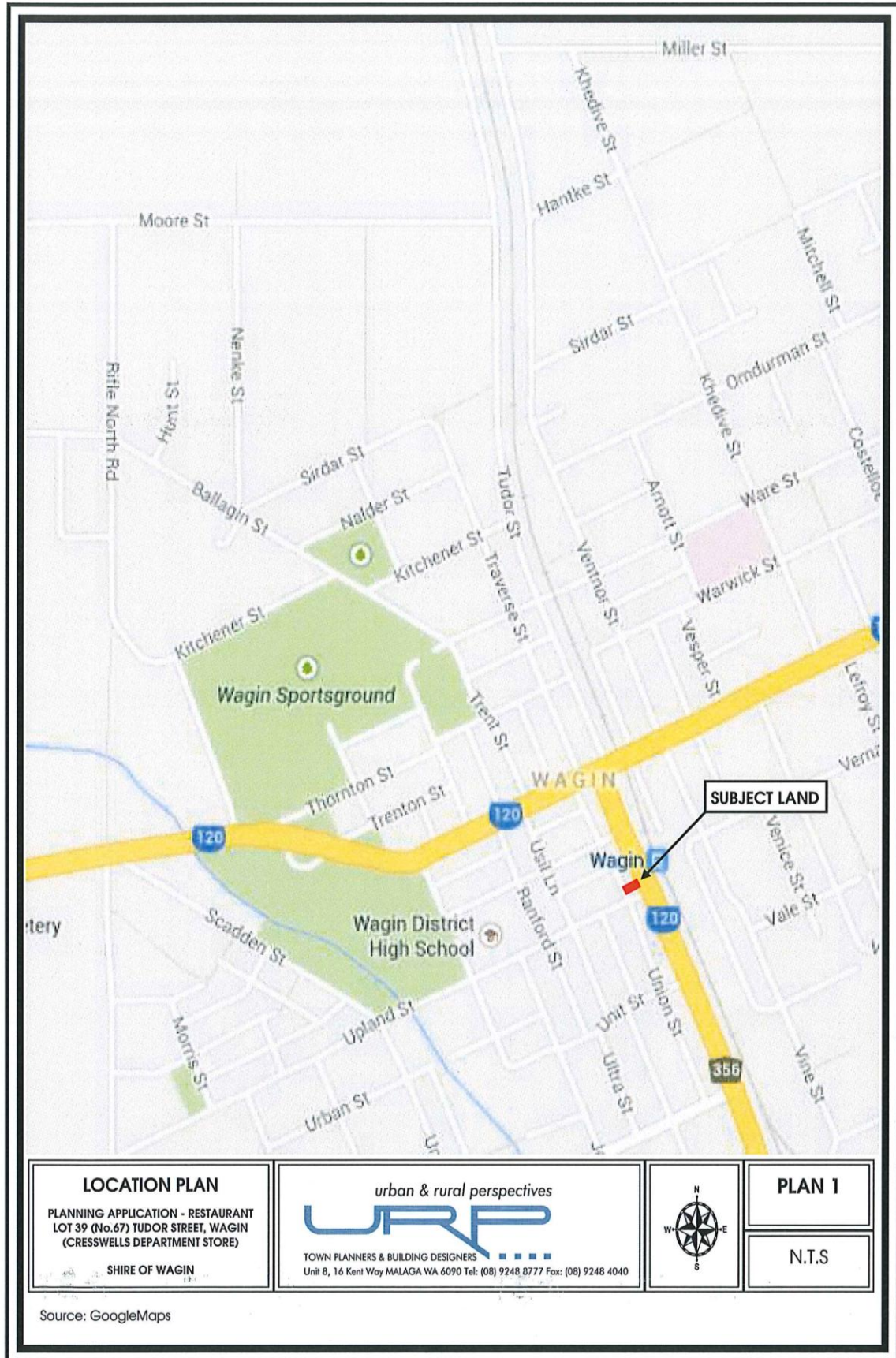
Conditions

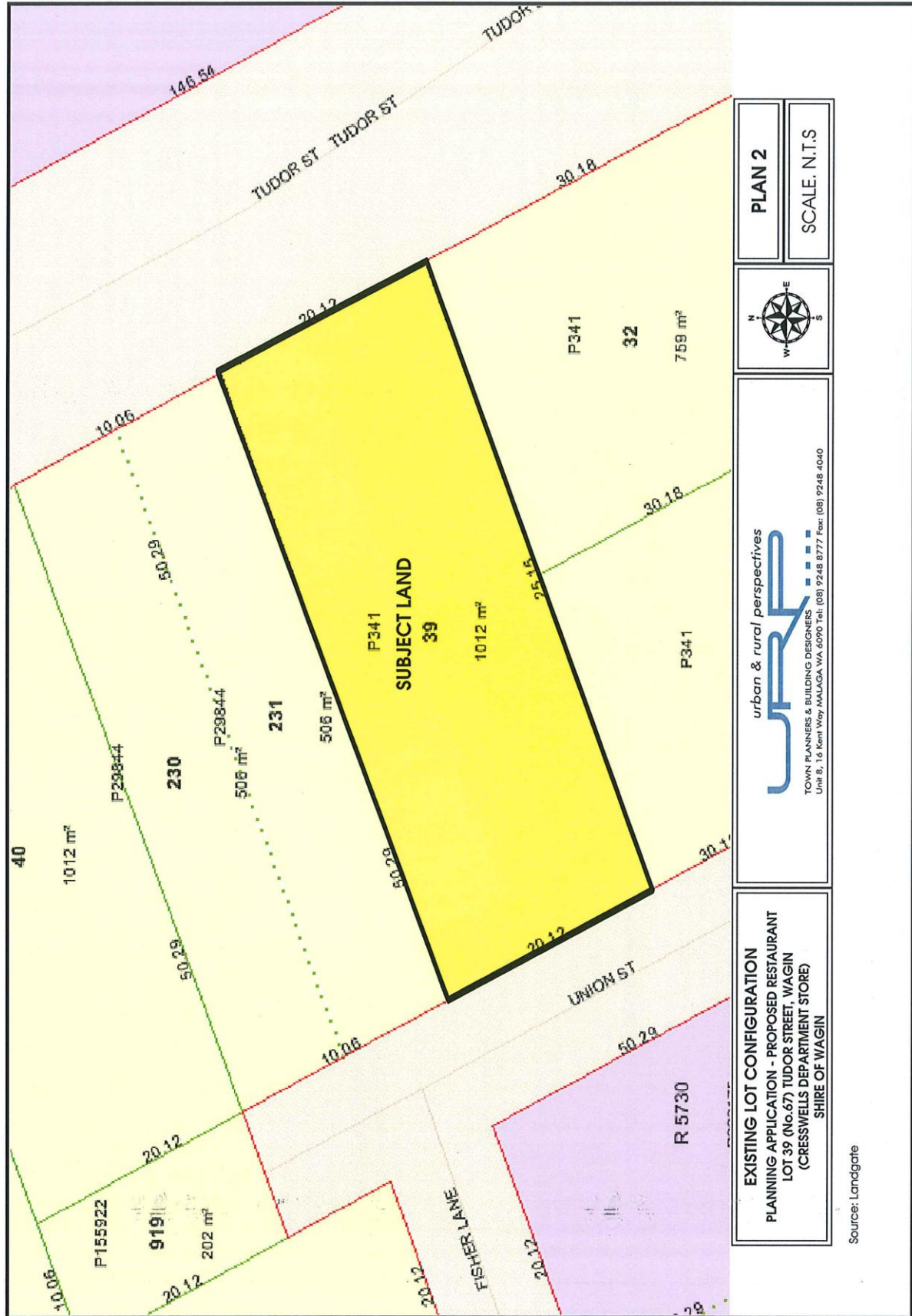
- i) The development and use of the land for 'restaurant' purposes shall be undertaken in a manner consistent with the information and plans submitted in support of the application unless otherwise approved by Council.
- ii) The 'restaurant' shall have a maximum public floor area not exceeding 22m<sup>2</sup> unless otherwise approved by Council.
- iii) The 'restaurant' shall not operate independently of the existing approved 'shop' use of the land unless otherwise approved by Council.
- iv) The 'restaurant's days and hours of operation shall be limited to Monday to Friday from 9.00am to 5.00pm and Saturday from 9.00am to 1.00pm unless otherwise approved by Council.
- v) A maximum of twelve (12) patrons are permitted to be accommodated in the 'restaurant' at any one time unless otherwise approved by Council.
- vi) All rubbish generated on-site shall be managed and disposed of to the specifications and satisfaction of the Shire of Wagin.
- vii) Any future proposed advertising signage shall be provided in accordance with the specific requirements of the Shire of Wagin Town Planning Scheme No.2 and any associated local planning policy unless otherwise approved by Council.

Advice Notes

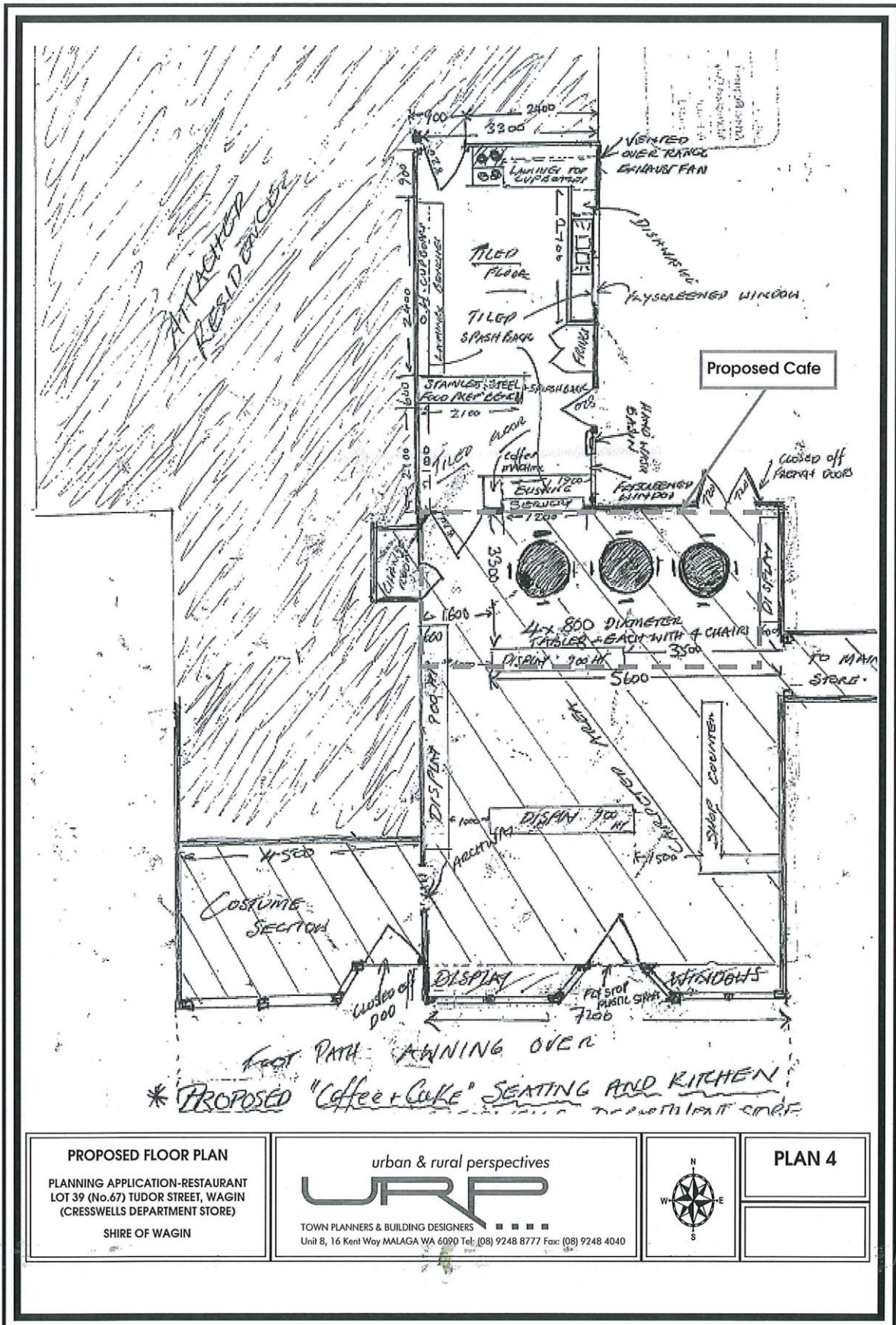
1. The proposed use of the land for 'restaurant' purposes shall be established within a period of two (2) years from the date of this approval. If the 'restaurant' use is not established within this period the approval will lapse and be of no further effect. Where an approval has lapsed, the development and use shall not be carried out without the further approval of the Shire of Wagin having first been sought and obtained.
2. 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.
3. The cafe shall comply in all respects with the specific standards and requirements of the Health Act 1911 and all associated regulations including the Health (Public Buildings) Regulations 1992.
4. The cafe shall comply in all respects with the specific standards and requirements of the Australia New Zealand Food Standards Code.
5. Failure to comply with any of the conditions of this planning 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.

Carried 6/0









Cr Lloyd declared an impartially interest in this item.

### 13.6 WAGIN MECHANICAL REPAIRS EXTENSION – LOT 1838 VERNON STREET

|                         |                             |
|-------------------------|-----------------------------|
| PROPONENT:              | C Forrest                   |
| OWNER:                  | C Forrest                   |
| LOCATION/ADDRESS:       | Lot 1838 (2) Vernon Street  |
| AUTHOR OF REPORT:       | Health and Building Officer |
| SENIOR OFFICER:         | Chief Executive Officer     |
| DATE OF REPORT:         | 29 <sup>th</sup> July 2014  |
| PREVIOUS REPORT(S):     | Nil                         |
| DISCLOSURE OF INTEREST: | Nil                         |
| FILE REFERENCE:         | A1570, DB.BD.5              |
| ATTACHMENTS:            | Site plan, Elevations       |

#### BRIEF SUMMARY:

The owner of Lot 1838 (2) Vernon Street (Wagin Mechanical Repairs) is requesting permission to extend the existing wash down and erect a 12m x 11.5m x 3.6m eave height colorbond clad shed at the rear of the property.

#### BACKGROUND:

In 2011 Wagin Mechanical Repairs was granted planning and building approval to build a 22m x 27m concrete tilt up panel workshop and office at Lot 1838 (2) Vernon Street Wagin.

The buildings have been built and operated from ever since.

In 2008 the Shire began an exercise whereby part of the property behind this business (and adjoining businesses) was excised which allowed each business fronting Vernon Street to purchase the land and amalgamate with the existing block to allow for expansion of the business.

Wagin Mechanical Repairs did exactly this which has had the effect of removing some vehicles that used to be parked either on Vernon Street or the Tudhoe Street nature reserve to be parked/stored on the property itself.

Wagin Mechanical Repairs wishes to extend the wash down bay by 5.8m (duplicating what is there) and enclosing the north facing wall of the proposed extension and the existing wash down bay.

The owner also wishes to erect a 12m x 11.5m x 3.6m high colorbond clad shed at the rear of the property.

It is believed the shed will house the vehicle recovery truck and possibly tyres etc for the workshop.

The owner has applied to erect the colorbond shed 3m from the rear boundary, whereas Table II – Development Table- of the Town Planning Scheme (TPS) states the minimum rear setback for an Industrial business should be 7.5m.

**COMMENT:**

The proposed extension to the wash down bay seems straight forward enough. The extension will mirror exactly what is existing with the exception that the northern elevation of the existing and proposed extension will have a solid wall, presumably to give some protection from the elements when working in this area.

The proposed enclosing wall will be colorbond steel on a steel frame.

The proposed shed (12m x 11.5m) to the rear of the property is proposed to be sited 3m from the rear boundary whereas the TPS requires 7.5m from a rear boundary.

In this instance it is felt the request can be supported as the land to the rear is more Industrial land which means an Industrial business will eventually be built on the land.

If the land was zoned Residential, or perhaps Commercial, it could be expected that a shed belonging to a Mechanical Repairer that close to a boundary could cause problems due to noise or even dust, whereas as the land to the rear is zoned Industrial, this type of activity should be expected and not cause any problem.

It will be recommended that both the additional wash down bay and the colorbond shed be given planning approval to proceed.

**CONSULTATION/COMMUNICATION:**

Owner of the property.

**STATUTORY/LEGAL IMPLICATIONS:**

Shire of Wagin Town Planning Scheme, Table II

**POLICY IMPLICATIONS:**

N/A

**FINANCIAL IMPLICATIONS:**

\$147 Planning Application fee

**STRATEGIC IMPLICATIONS:**

By all accounts this business is quite busy and employs several people as well as the owner. The proposed new buildings will enhance the business and the shed particularly will be used to store a vehicle and possibly materials used in the business that might otherwise be stored in the open air and visible to the public.

**VOTING REQUIREMENTS:**

Simple Majority

**2542 OFFICERS RECOMMENDATION & COUNCIL DECISION**

Moved: Cr. G T Hegarty

Seconded: Cr. J P Reed

That the owner of Lot 1838 (2) Vernon Street Wagin be granted approval to:

1. Extend the wash down bay by 5.8m and enclose the north facing wall with colorbond steel
2. Erect a 12m x 11.5m x 3.6m eave height colorbond clad shed in the position shown on the submitted plan, i.e. 3m from the rear boundary, subject to the issue of a Building Permit for both.

Carried 6/0

TABLE II: DEVELOPMENT TABLE

| Use                         | Minimum Boundary Setback (metres) |              |              | Maximum Plot Ratio               | Minimum landscape Area % | Minimum Number of Car Parking Bays   |
|-----------------------------|-----------------------------------|--------------|--------------|----------------------------------|--------------------------|--|
|                             | Front                             | Rear Average | Sides        |                                  |                          |  |
| Club                        | *                                 | *            | *            | 0.5                              | *                        | 1 for every 45msq of gross floor area.   |
| Consulting Room             | *                                 | *            | *            | 0.4 in Res Zone<br>0.5 elsewhere | 30 in Res Zone           | 1 for every 30msq of gross floor area, plus 1 for each person employed.                          |
| Day Care Centre             | 7.5                               | 7.5          | *            | *                                | *                        | 1 for every employee.  |
| Educational Establishment   | 9.0                               | 7.5          | 5.0          | *                                | 30                       | 1 per full time employee, plus bays for students as determined by the Council.                   |
| Fast Food Outlet            | *                                 | *            | *            | *                                | *                        | *  |
| Funeral Parlour             | *                                 | *            | *            | *                                | 10                       | As determined by the Council (minimum 6).  |
| Hall                        | *                                 | *            | *            | *                                | 10                       | 1 to every 4 persons whom the building is designed to accommodate.                               |
| Hospital                    | 9.0                               | 7.5          | 5.0          | 0.5                              | 20                       | 1 per 4 beds and 1 per employee.   |
| Hostel                      | 7.5                               | 7.5          | *            | *                                | 30                       | 1 per dwelling.  |
| Hotel/Tavern                | *                                 | *            | *            | *                                | 10                       | 1 for every bedroom plus 1 per 4 msq bar and lounge area.  |
| Industrial Service          | 7.5                               | 7.5          | *            | *                                | 10                       | 1 per 2 employees.   |
| Industrial Light            | 7.5                               | 7.5          | *            | *                                | 10                       | 1 per 2 employees.   |
| Industrial General          | 7.5                               | 7.5          | *            | *                                | 15                       | 1 per 2 employees  |
| Motel                       | 9.0                               | 7.5          | 3 per storey | 1.0                              | 30                       | 1 per unit, plus 1 space per 25msq of service area.  |
| Office                      | *                                 | *            | *            | *                                | *                        | 1 for every 30msq plot ratio area.   |
| Professional Office         | *                                 | *            | *            | 0.5                              | *                        | 1 for every 30msq plot ratio area.   |
| Reception Centre            | *                                 | *            | *            | 0.5                              | 30                       | 1 for every 4 persons whom the building is designed to accommodate.                              |
| Restaurant                  | *                                 | *            | *            | *                                | *                        | 1 for every 10msq of gross floor area or 1 for every 4 seats provided, whichever is the greater. |
| Service Station             | 7.5                               | 7.5          | *            | *                                | 5                        | 1 for every working bay, plus 1 for each person employed on site.                                |
| Shop                        | *                                 | *            | *            | *                                | *                        | 1 for every 15msq of gross floor area.   |
| Showroom                    | *                                 | *            | *            | *                                | 10                       | 1 for every 100msq of gross floor area.  |
| Vehicle Sales               | *                                 | *            | *            | *                                | 5                        | 1 for every 250msq of sales area, plus 1 for every person employed on site.                      |
| Veterinary Consulting Rooms | *                                 | *            | *            | *                                | 30                       | 1 for every 10msq gross floor area, plus 1 for each person employed.                             |

## NOTES

- (i) \* means 'to be determined by the Council' in each particular case.  
(ii) Landscaping to be generally at street frontage.





Business Licence No: MRB4770      2 Vernon St, Wagin WA 6315  
Ph: 98 611 144      Fax: 98 611 077  
ABN: 31 213 270 200

Shire of Wagin

PO BOX 200

Wagin WA 6315

To whom it may concern,

I am writing this letter in regards to the building of my new shed. The regulations state that the shed has to be positioned 7.5m from our back fence line. I believe that the 7.5m from the back fence will create and become dead space. I would like to request for 3m from the back fence as this will be more efficient for our workshop and for utilisation of the land.

Kind regards,

*Cameron Forrest*

Owner

**Wagin Mechanical Repairs**

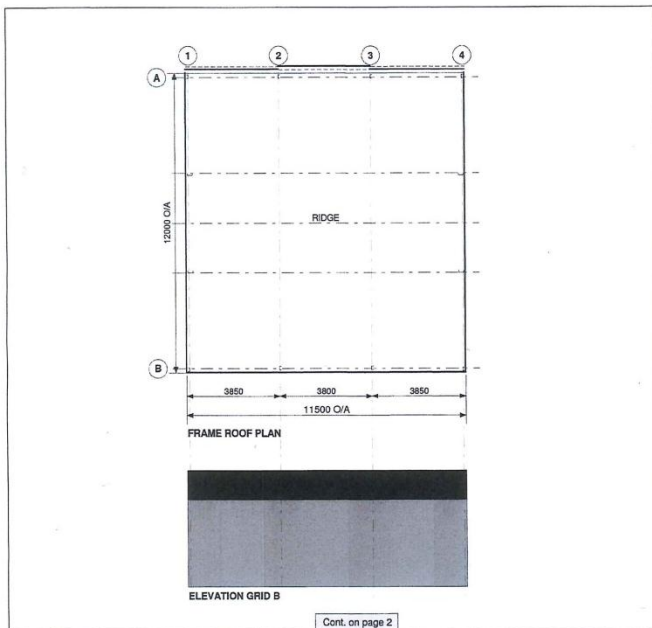
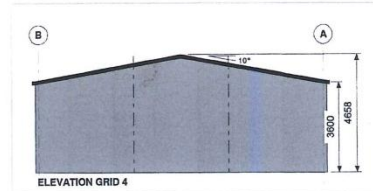
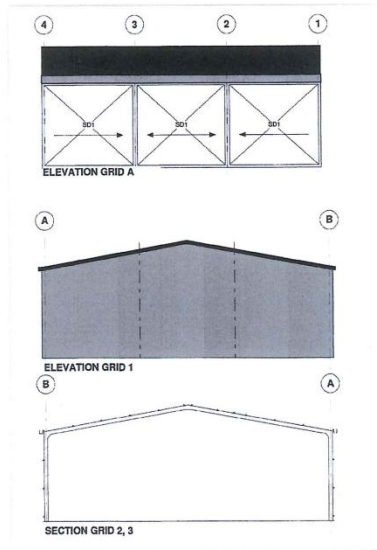
**2 Vernon St**

**WAGIN WA 6315**

**Ph: 9861 1144**

**Fax: 9861 1077**

**E: [wmr@m2data.com.au](mailto:wmr@m2data.com.au)**



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Lynagh Building  
Solutions Pty Ltd  
trading as RANBUILD

**CLADDING**

| ITEM     | PROFILE (min)    | FINISH | COLOUR |
|----------|------------------|--------|--------|
| ROOF     | FRANCIS 0.42 BMT | CB     | SM     |
| WALLS    | FRANCIS 0.35 BMT | CB     | SO     |
| CORNERS  |                  | CB     | SO     |
| BARGE    |                  | CB     | SM     |
| GUTTER   | SHERLINE         | CB     | SM     |
| DOWNPIPE | 110/75           | CB     | SO     |

0.35Bmt-0.41ft; 0.42Bmt-0.47ft; 0.48Bmt-0.53ft

**ACCESSORY SCHEDULE & LEGEND**

| QTY | MARK | DESCRIPTION  |
|-----|------|--------------|
| 1   | SG1  | Sliding Door |

ARCHITECTURAL DRAWING ONLY, NOT FOR CONSTRUCTION USE

**WIND DESIGN**

| IMPORTANCE LEVEL | REGION | TERRAIN | M <sub>s</sub> |
|------------------|--------|---------|----------------|
| 2                | A      | 2.5     | 1.0            |

CLIENT  
Cameron Forrest

SITE  
Dumleyung Rd  
WAGIN WA 6315

BELOW  
SUNDOWN DELUXE  
12000 SPAN x 3600 EAIVE x 11500 LONG

TITLE  
GENERAL ARRANGEMENT

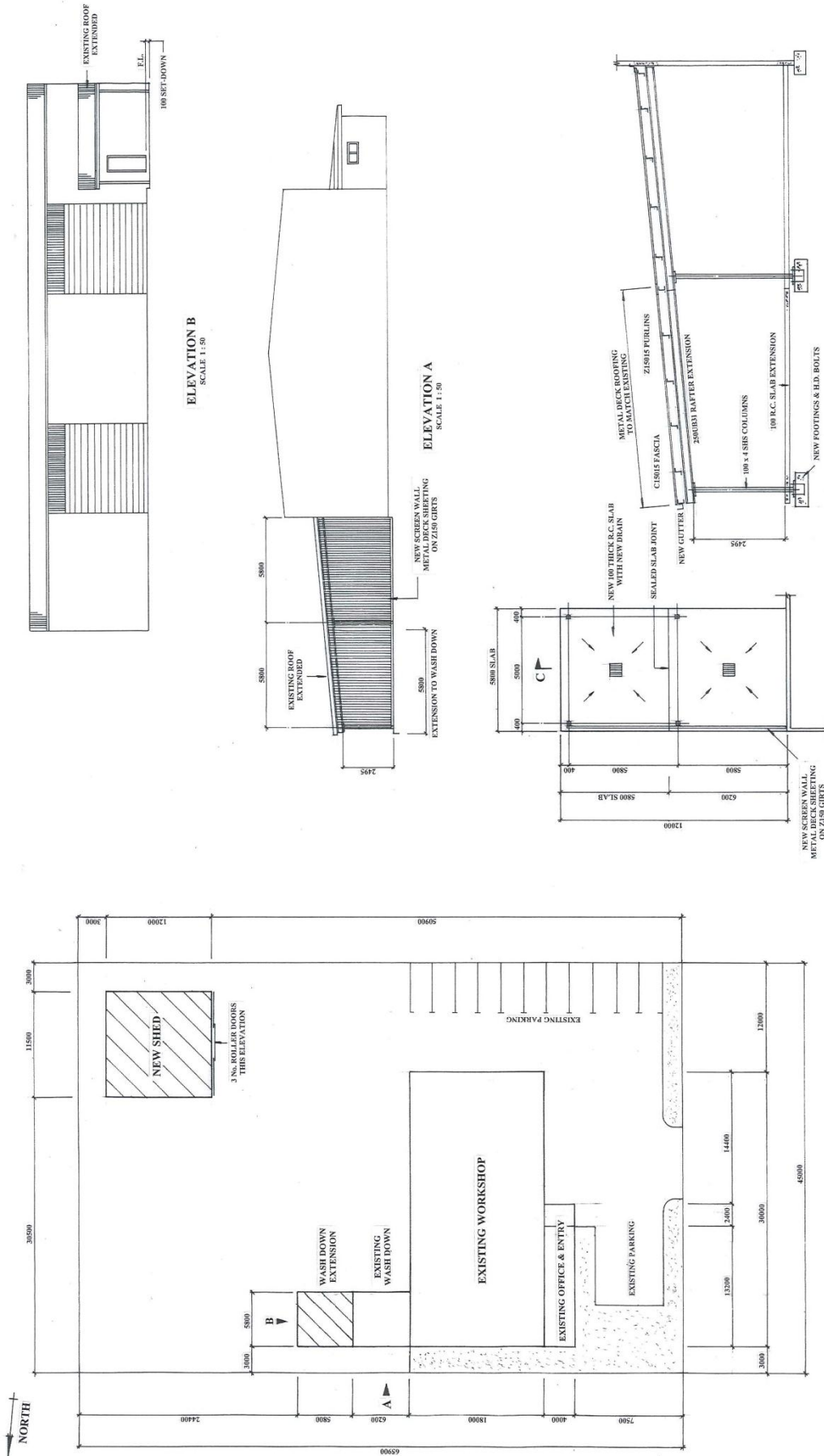
| SCALE          | DRAWING NUMBER | PAGE |
|----------------|----------------|------|
| A4 SHEET 1:125 | 348195-GA      | 1/3  |

Cont. on page 2

**BRIAN PAINE**  
UNIT 6 / 28 DAVEY STREET, MANDURAH WA 6210  
MOBILE No. 0407 993 739 E MAIL: brianpaine53@gmail.com

TITLE:  
**LOT 1838 VERNON STEET, WAGIN  
PROPOSED SHED & WASH DOWN  
SHED PLAN, ELEVATIONS & DETAILS**

|                     |             |
|---------------------|-------------|
| DRAWN: BRIAN PAINE  | DRAWING No. |
| DATE: JULY 16, 2014 | <b>A2</b>   |
| SCALE: 1 : 50       | REVISION: A |



|  |                 |
|--|-----------------|
| BRIAN PAINE<br>CIVIL & STRUCTURAL ENGINEERING<br>10/150 WILSON ROAD, WILSON<br>MOOREVILLE QLD 4272 PH: 07 552 3535 |                 |
| TITLE:<br>LOT 1838 VERNON STREET, WAGIN<br>PROPOSED SHED & WASH DOWN<br>SITE PLAN, PLAN & ELEVATIONS               |                 |
| DRAWN: BRIAN PAINE   | DRAWING NO. AI  |
| DATE: JULY 16, 2014  | SCALE: AS SHOWN |
|  | REVISION B      |

NOTE: CONNECT NEW DRAIN TO EXISTING WASTE SIMTS AND LEACH DRAIN.

**13.7 OVERSIZED SHED – LOT 204 JOHNSTON STREET WAGIN**

|                         |   |
|-------------------------|---|
| PROPONENT:              | D Hoysted                                     |
| OWNER:                  | D Hoysted                                     |
| LOCATION/ADDRESS:       | Lot 204 (13) Johnston Street                  |
| AUTHOR OF REPORT:       | Health and Building Officer                   |
| SENIOR OFFICER:         | Chief Executive Officer                       |
| DATE OF REPORT:         | 12 <sup>th</sup> August 2014                  |
| PREVIOUS REPORT(S):     | Nil   |
| DISCLOSURE OF INTEREST: | N/A   |
| FILE REFERENCE:         | A242, BD.DB.5                                 |
| ATTACHMENTS:            | Letter, Plan, Map and Design of proposed Shed |

**BRIEF SUMMARY:**

The owners of Lot 204 (13) Johnston Street have applied to be able to erect a shed that is larger and higher than Council's policy allows.

**BACKGROUND:**

The owners of Lot 204 (13) Johnston Street Wagin have applied to be able to erect a 20m x 7.5m (150m<sup>2</sup>) x 4m eave height colorbond clad on the property.

Council has a policy regarding outbuildings in the town site of Wagin –

**ADOPTED POLICY**

|                           |  |
|---------------------------|--|
| <b>Title:</b>             | <b>16. Development of Outbuildings in the Town-site of Wagin</b>   |
| <b>Statement:</b>         | The development of outbuildings on all zoned land within the town-site of Wagin has the potential to have a negative impact upon the amenity of land within the town-site. Councils aim in applying this policy is to ensure that all new outbuildings on land within the town-site of Wagin are developed in such a way as to maintain a high standard of residential amenity in these areas.   |
| <b>Objective:</b>         | To ensure that the development of all new outbuildings on "land" within the town-site of Wagin does not have a detrimental impact upon the general amenity and character of these areas.   |
| <b>Policy Provisions:</b> | <ul style="list-style-type: none"> <li>i) The erection of an outbuilding on any land within the town-site of Wagin is not permitted unless a building licence has been issued for the erection of a house on the lot.</li> <li>ii) A building licence application is not required for an outbuilding of less than 9 square metres (3m x 3m) in floor area and not greater than 2.1 metres in height providing it complies with the following: <ul style="list-style-type: none"> <li>a) It shall be constructed of new non-flammable material and be easily dismantled; and</li> <li>b) It shall be adequately anchored.</li> </ul> </li> <li>iii) A building licence application is required for any outbuilding having a total floor area in excess of 9 square metres.</li> <li>iv) The maximum floor area of an outbuilding constructed of reflective cladding (e.g. zincalume) shall be 45 square metres.</li> <li>v) The maximum floor area of an outbuilding constructed of non-reflective wall cladding</li> </ul> |

|       |   |
|-------|---|
|       | (e.g. brick, colorbond® or timber) shall be 110 square metres.  |
| vi)   | In all instances the open space requirements of the Residential Planning Codes (R-Codes) are to be complied with unless otherwise approved by Council.  |
| vii)  | An outbuilding shall be separated from the building to which it is appurtenant in accordance with the Building Code of Australia.   |
| viii) | The wall height of any outbuilding shall not exceed 3 metres or 3.9 metres at the apex of a pitched roof unless otherwise approved by Council.  |
| ix)   | The setback of all outbuildings and carports shall be as required by the R-Codes.   |
| x)    | Notwithstanding any other provision of this policy, Council may approve of the siting of an outbuilding that is a carport (being an open-sided garage without doors) in a position other than that prescribed by other provisions of this policy. |
| xi)   | Council will not grant approval to the use of second-hand or used building materials for an outbuilding unless it is satisfied that it will not have a detrimental impact on the visual appearance of the immediate locality.                     |
| xii)  | Where an application is received for the erection of an outbuilding which does not comply with any provision of this policy the applicant shall submit to Council in writing the reason(s) why such variation is required.                        |

The shed in question is proposed to be 150m<sup>2</sup> whereas the policy states a maximum of 110m<sup>2</sup> and the proposed shed will be 4m at the eave whereas the policy states a maximum of 3m.

The owners have supplied a letter stating their reasons for the larger/higher shed (attached).

#### COMMENT:

Council quite often is required to decide requests for sheds larger than the policy allows.

In this instance the proposed shed will be 40m<sup>2</sup> larger than that permitted and 1m higher at the eave.

It would appear from the supporting letter that the owners have an assortment of caravans/ trailers and a boat and it would appear that they would like to store them all under cover.

The extra metre height is to accommodate the extra height of the caravan that has off road suspension and an air conditioner on top.

Lot 204 (13) Johnston Street is 1447m<sup>2</sup> in size and as the aerial photo attached shows, has a house and a smallish shed on the property at present.

The aerial photo shows the proposed position of the shed will be further to the rear of the shed on the neighbouring property and nowhere near the neighbouring residence so this would have a minimal impact on the property next door.

Council has previously approved sheds larger than 110m<sup>2</sup> and sometimes higher than 3m at the eave.

It could be argued that it is better to have a single large shed that is used to contain all vehicles etc than only allow a smaller shed (albeit 110m<sup>2</sup>) and have vehicles parked out where they can be more easily seen.

**CONSULTATION/COMMUNICATION:**

N/A

**STATUTORY/LEGAL IMPLICATIONS:**

Shire of Wagin Town Planning Scheme  
Policy 16 Development of Outbuildings In the Town-Site of Wagin

**POLICY IMPLICATIONS:**

Council has a policy regulating the size, height and building materials of outbuildings within the town-site of Wagin.

It is a starting point and requests for larger/higher sheds are considered by Council on their merits.

Increasingly the Shire receives requests for higher sheds (usually for caravans with air conditioners on top) and larger sheds (usually to store multiple vehicles).

Almost all to date have been approved.

**FINANCIAL IMPLICATIONS:**

\$147 Development Application fee

**STRATEGIC IMPLICATIONS:**

Sometimes permitting a larger/higher shed on a property is advantageous as it allows the owner to store multiple vehicles under cover and out of site.

The allowance of larger sheds has to be weighed up against the size of the property, what is already on the property and the proximity to neighbours.

**VOTING REQUIREMENTS:**

Simple majority

**2543 OFFICERS RECOMMENDATION & COUNCIL DECISION**

Moved: Cr. G T Hegarty

Seconded: Cr. J P Reed

That the owners of Lot 204 (13) Johnston Street be permitted to build a 20m x 7.5m x 4m eave height colorbond clad shed in the position subject to the issue of a building permit  
Motion Lost 2/4

13 Johnston Street  
WAGIN WA 6315

CEO & Councillors  
Shire of Wagin  
PO Box 200  
WAGIN WA 6315

Dear Mr Webster & Shire Councillors

Re: Submission for approval to build Shed/Garage

Please find attached our Application for Planning Approval and Plans to build a Shed/Garage on our (David & Robin Hoysted) property located at 13 Johnston Street, Wagin.

You will note by the plans that the height of this shed is 4metres, the reason for this is to accommodate caravan, which has semi off road suspension & air conditioning on the roof, portable cool room, camper trailer, boat and trailers

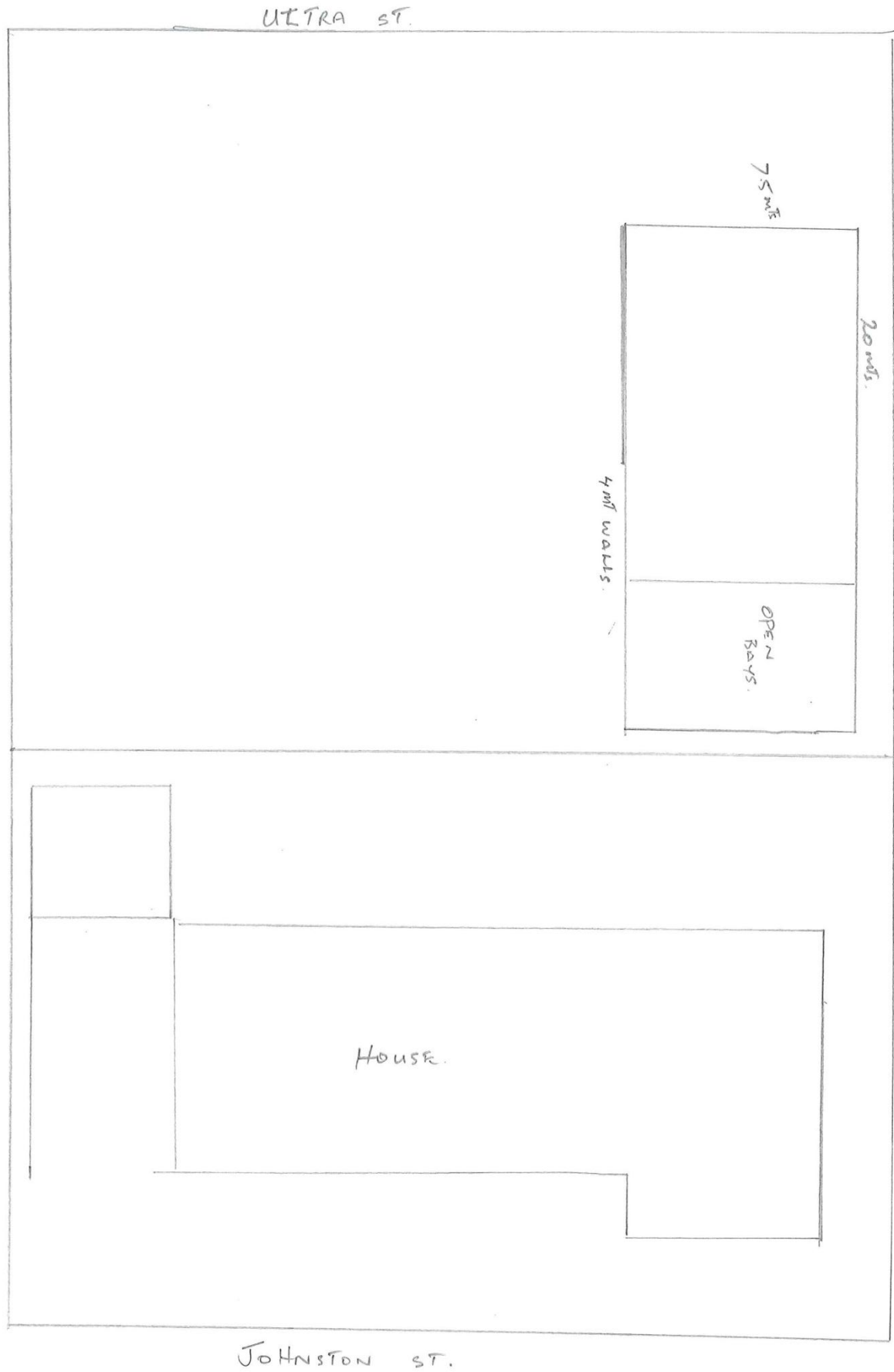
We look forward to you and the Council favouring our application.

Yours sincerely



David & Robin Hoysted

7<sup>th</sup> August 2014

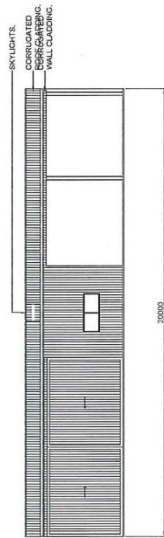




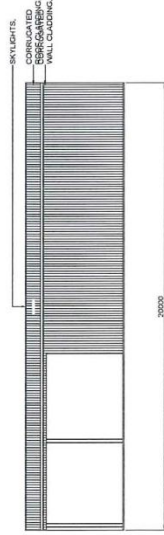


**13 (Lot 204) Johnston Street, Wagin**

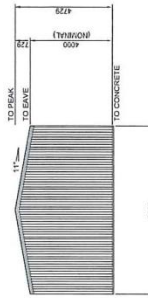
The design and detail shown on these drawings are applicable to this project only and may not be reproduced in whole or any part or be used for any other purpose without the written permission of FBHS (Aust) Pty Limited with whom copyright resides. The local distributor you are seeing with is an authorized independent distributor of Fair Dinkum Sheds products and enters into agreements with its customers on its own behalf and not as an agent of Fair Dinkum Sheds.



1 SIDEWALL EXTERIOR ELEVATION  
SCALE: 1:200



2 SIDEWALL EXTERIOR ELEVATION  
SCALE: 1:200



4 ENDWALL EXTERIOR ELEVATION  
SCALE: 1:200



3 ENDWALL EXTERIOR ELEVATION  
SCALE: 1:200

| BUILDING COLOURS     |      |
|----------------------|------|
| WALL                 | DUKE |
| ROOF                 | DUKE |
| OPTIONAL SIDING DECK | DUKE |
| PAINT                | DUKE |
| DOWNPIPE             | DUKE |
| GUTTER               | DUKE |
| WOODLAND GREY        | DUKE |
| BRIDGE FLASHING      | DUKE |
| OPENING FLASHING     | DUKE |

STEEL BUILDING BY (CONTACT) **INKY-DI-SHEDS & AFFORDABLE HOMES**  
 FOR 1800 785 224  
 AT **DAVID HOYSTED**  
 13 JOHNSTON STREET  
 WAGIN

DR FBHS  
 CHECKED TM  
 DATE 24/7/2014  
 JOB NO. HTTO12526  
 SHEET 6 OF 6

**fairdinkum SHEDS**  
**SHED SAFE**

**NORTHERN CONSULTING**  
 (engineers) Email: design@northern.com.au  
 Civil & Structural Engineers  
 Registered Professional Engineer 25595980  
 Curragh, QLD 4812  
 Fax: 07 4725 6850  
 Signature: *[Signature]* Date: 24/7/14  
 Registered on the NPER in the areas of practice of Civil & Structural National Professional Engineers Register  
 Registered Professional Engineer (Civil & Structural) QLD Reg. No. 25595  
 Registered Professional Engineer - Civil & Structural N.T. Reg. No. 1232492  
 Registered Engineer - Civil & Structural Reg. No. 1232492  
 Registered Engineer - Civil & Structural Reg. No. 1232492

### 13.8 WAGIN REFUSE SITE – LOTS 667, 668 & 669 BROCKMAN ROAD

|                         |   |
|-------------------------|---|
| PROPONENT:              | Shire of Wagin  |
| OWNER:                  | Shire of Wagin  |
| LOCATION/ADDRESS:       | Lots 667, 668 and 669 Brockman Road   |
| AUTHOR OF REPORT:       | Health and Building Officer   |
| SENIOR OFFICER:         | Chief Executive Officer   |
| DATE OF REPORT:         | 18 <sup>th</sup> August 2014  |
| PREVIOUS REPORT(S):     |   |
| DISCLOSURE OF INTEREST: | N/A   |
| FILE REFERENCE:         | CP.MT.13  |
| ATTACHMENTS:            | <ol style="list-style-type: none"> <li>1. Contaminated Site</li> <li>2. Compliance Inspection Report</li> <li>3. Letter to Dept Environment – Re: Compliance Inspection Report</li> </ol> |

#### BRIEF SUMMARY:

A report on Department of Environment Regulation audits of the Shire of Wagin Refuse Site.

#### BACKGROUND:

On Tuesday 3<sup>rd</sup> June two officers of the Department of Environment Regulation (DER) conducted an audit of the Shire of Wagin's refuse site at Brockman Road.

The Shire's Works Manager, Allen Hicks and Health and Building Officer, Steve Friend were in attendance during the visit.

A copy of the findings of the audit are attached as an appendix.

#### COMMENT:

The audit was carried out, I believe, as a result of a complaint to the DER about the management of the refuse site.

In some instances, as highlighted by the audit, the complaints would have been partially justified.

However some of the items highlighted are practices that would be carried out throughout the State in country refuse sites.

Some of the matters highlighted also are as a result of practices that have occurred over many, many years.

Some of the matters are "house-keeping" issues that the Shire needs to and can address with firmer instructions to the refuse site attendant.

Some of the items, such as refuse being deposited outside the boundaries need some work to determine whether this is so. For instance the report speaks about refuse being outside the fence, but it needs to be determined that the fence is the boundary and not metres inside the boundary, as can often happen.

It will be recommended that the whole site be surveyed to determine exactly where the boundaries are.

Other issues such as having no authority to deposit asbestos, clinical waste and liquid waste are more contentious.

Originally the Shire had a **license** to operate the refuse site and the license included disposal of asbestos and liquid waste.

In 2005 the Shire went from a License to a **Registration** and it appears that the approvals (asbestos, clinical and liquid waste) were not automatically transferred to the Registration.

This really is no fault of the Shire, as at the time the DER encouraged all local governments to go to a Registration, which I understand most did.

Personally I believe it unfair that the Shire is appearing to be in the fault regards this part of the report. Having said that, I believe it is fairly easily resolved and only forms part of the poor report.

The Shire is also required to produce a Post Closure Management Plan which will take some effort if done in house or cost some money to do if contracted out.

The issues of waste possibly being deposited outside the boundary will be determined once the surveying has been completed.

However I have submitted a request to DER for consideration of closing the adjacent sections of Brockman and Lymburner Roads to amalgamate these sections with the refuse site.

This will have the effect of, hopefully, ensuring the waste is not within 35m of the boundary, however even with some resumption of road reserves, this will be a distinct possibility (a road reserve is only 20m in width).

I believe the Shire will have to argue that we have done our best by resuming some of the road reserves and hope that appeases them, otherwise we might be required to move all that waste within 35m of the boundary back further into the refuse site.

My request to the DER also included amalgamating Lot 670 with the refuse site.

This was for two reasons – one to ensure any waste within 35m of the boundary will no longer apply in that area and two, if approved, might give the Shire considerable breathing space for room to operate until we move to the new Regional Site.

Because the Shire hasn't received any response from my request, we have written to them (DER) explaining that we can't really address their concerns at this point in time.

This will not solve the problems but will give the Shire time to formulate the best plan of attack.

However this is not the end of the matter.

To compound the problem/s, the Contaminated Site Branch of DER wants the Shire to conduct investigations to determine whether the site is a contaminated site, the levels of possible contamination and whether the contamination is migrating off site.

This might have been expected at some time as all landfill sites are potentially contaminated sites, however it might be expected that the audit has hastened the requirement for an investigation (and perhaps the complaint).

It might also be due to the fact that Slippery Lake is potentially less than 100m from the refuse site, and Slippery Lake is an A Class Reserve.

Interestingly, the Water Corporation is also being asked to investigate whether their sewerage works are potentially contaminating the lake.

I have sought and received one "quote" for an investigation into the landfill site and as can be seen by the attachment, an initial investigation could cost in the vicinity of \$12,000 - \$15,000 with a more detailed investigation costing a further \$58,000 - \$65,000.

**CONSULTATION/COMMUNICATION:**

DER

Hydrosolutions

**STATUTORY/LEGAL IMPLICATIONS:**

Environmental Protection (Rural Landfill) Regulations 2002

Contaminated Sites Act 2003

**POLICY IMPLICATIONS:**

N/A

**FINANCIAL IMPLICATIONS:**

Obviously this has the potential to have huge financial ramifications.

Some of the ramifications could include-

- Surveying costs and amalgamation of road reserves and Lot 670
- Increased refuse site management costs (more man hours)
- Moving refuse outside the site back into the site and covering
- Providing a Post Closure Management Plan
- Investigation into whether the site is a Contaminated Site
- Addressing the issues if the site is found to be contaminated

**STRATEGIC IMPLICATIONS:**

I am unsure how much the Shire will be able to appeal to the Government's good nature and seek dispensation to any or all of the matters highlighted.

The management issues can be worked through fairly easily I believe with minimal costs.

The longer term issues of waste being deposited outside the boundaries will have a real impact in hours expended to rectify.

The most worrying is the investigation into whether the site is contaminated and if it is, what measure will need to be undertaken to prevent it happening and how to correct it.

The last two issues probably would have "caught up" with the Shire eventually, however it is not something that present management is in control of.

The matter has to be given clear consideration and adequate resources allocated to work through the issues.

**VOTING REQUIREMENTS:**

Simple majority

**2544 OFFICERS RECOMMENDATION & COUNCIL DECISION**

Moved: Cr. C J Brockwell

Seconded: Cr. D C Lloyd

That the Shire of Wagin;

1. Allocates sufficient extra time for the Health and Building Officer to work through the issues relating to the non-compliance of the refuse site
2. Once amalgamated arranges surveying of the refuse site and determines the exact cadastral boundaries of Lots 667, 668, 669 and 670 Brockman Road
3. Closes those road reserves immediately surrounding the refuse site and together with Lot 670, amalgamates them with Lots 667, 668 and 669, provided the DER approves their use for deposition of refuse
4. Authorises the Health and Building Officer to seek quotations to provide a Post Closure Management Plan for the refuse site
5. Authorises the Health and Building Officer to seek quotations to complete an investigation into the possibility the refuse site is a contaminated site

Carried 6/0

Appendix 1



Government of Western Australia  
Department of Environment Regulation

Your ref  
Our ref DEC12632  
Enquiries Registrar  
Phone 1300 762982  
Fax  
Email

Chief Executive Officer  
Shire of Wagin  
PO Box 200  
Wagin WA 6315

SHIRE OF WAGIN  
04 FEB  
RECEIVED

| Officer          | Comment |
|------------------|---------|
| Action Required  |         |
| Information Only | CEO     |
| Actioned         | CEO     |
| Scanned          |         |

Dear Sir/Madam

This letter is the formal notice of classification of a known or suspected contaminated site in which you have an interest. This constitutes the notice the Department of Environment Regulation (DER) is legally obliged to give under the *Contaminated Sites Act 2003* (the Act), which came into effect on 1 December 2006.

The Act was set up to record and manage contaminated sites in Western Australia, in order to protect people's health and the environment. Please note that contamination does not necessarily mean that an area is unsafe to live or work in – for example, it may be limited to groundwater, and only becomes an issue to be managed if a groundwater bore was being considered.

This notice explains why the site has been classified, what restrictions, if any, have been placed on the use of the site and how you can appeal the classification. In some cases, this notice may include other lots which also form part of the classified site, in addition to the lot in which you have an interest.

If, after reading this letter, you have any further queries, please contact DER's Contaminated Sites Branch on 1300 762 982.

**NOTICE OF A CLASSIFICATION OF A KNOWN OR SUSPECTED CONTAMINATED SITE GIVEN UNDER SECTION 15 OF THE *CONTAMINATED SITES ACT 2003***

The site detailed below (**the site**), consisting of 1 parcel(s) of land, was reported to the CEO of DER as a known or suspected contaminated site and has been classified under the Act:

- LOT 2 ON DIAGRAM 27488 as shown on certificate of title 400/185A in Wagin WA 6315

This notification is being sent to you in accordance with section 15(1) of the Act on the grounds that you, as the recipient, are one or more of the following:

- owner of the site (contact details sourced from the current certificate of title);
- occupier of the site;
- relevant public authority;
- person who, in the CEO's opinion, there is particular reason to notify;
- person who made the report under section 11 or 12; and

Environmental Regulation Division, Contaminated Sites Branch  
Postal Address: Locked Bag 33, Cloisters Square WA 6850  
Ph: 1300 762 982 Fax: (08) 9333 7575  
[contaminated.sites@der.wa.gov.au](mailto:contaminated.sites@der.wa.gov.au)  
[www.der.wa.gov.au](http://www.der.wa.gov.au)

- (f) person who, in the CEO's opinion, may be responsible for remediation of a site classified as *contaminated – remediation required*.

#### Site Classification

**Category of site classification:** Possibly contaminated - investigation required

**Date of site classification:** 28/01/2014

**Reasons for classification:** This site was reported to the Department of Environment Regulation (DER) as per reporting obligations under section 11 of the 'Contaminated Sites Act 2003' (the Act), which commenced on 1 December 2006. The site classification is based on information submitted to DER by May 2007.

The site was reported because of anecdotal information from maintenance records which indicated that significant releases of transformer oils had historically occurred at the site.

This site has been used as an electrical sub-station since approximately 1957, and continues to be used as an electrical sub-station. This is a land use that includes the use of electrical transformers, which is an activity that has the potential to cause contamination, as specified in the guideline 'Potentially Contaminating Activities, Industries and Landuses' (Department of Environment, 2004).

Soil investigations have not been carried out and the quality of soil at the site is unknown.

Groundwater investigations have not been carried out, and the quality of groundwater beneath the site is unknown.

A Risk Assessment has not been carried out to determine the potential risk posed by the substances of concern at the site to human health, the environment or any environmental value.

As the site has not been investigated, a comment cannot be made on the suitability of the site as a whole for its current industrial landuse.

As there are grounds to indicate possible contamination of the site, and since a suitable investigation of soil and groundwater and a risk assessment to determine the risk to human health, the environment, or any environmental value has not been carried out, further works are required to determine the contamination status of the site and the site is therefore classified as 'possibly contaminated - investigation required'.

When the results of soil and groundwater investigations are submitted to DER, these will be reviewed, and the site may be re-classified.

DER, in consultation with the Department of Health, has classified this site based on the information available to DER at the time of classification. It is acknowledged that the contamination status of the site may have changed since the information was collated and/or submitted to DER, and as such, the usefulness of this information may be limited.

In accordance with Department of Health advice, if groundwater is being, or is proposed to be abstracted, DER recommends that analytical testing should be carried out to determine whether the groundwater is suitable for its intended use.



### Action Required

Due to the remote location of the site, the limited access to the site and that maintenance workers accessing the site are likely to operate within existing occupation health and safety plans, DER does not require investigation works to be undertaken at this site whilst it is operating as its current use, unless further evidence of contamination at the site is obtained or observed. These details should be provided to DER as soon as practicable, and the timeframe in which detailed investigations are required at the site may be revised.

DER advises that detailed site investigations, undertaken in accordance with DER's Contaminated Sites Management Series of guidelines and the National Environment Protection (Assessment of Site Contamination) Measure 1999, are likely to be required if the land use of the site is proposed to change. Investigations should also be considered if infrastructure is proposed for upgrade or decommissioning, or if intrusive works are scheduled to occur at the site.

### General Information

The nature and extent of contamination and any restrictions on the use of the land, if applicable, are listed in Attachment A.

Information relating to the classification of the site is also available by submitting a request for a summary of records (using Form 2) to: Department of Environment Regulation, Locked Bag 33, Cloisters Square, Perth WA 6850. A fee of \$30 currently applies for a Basic Summary of Records. Forms are available from [www.der.wa.gov.au/contaminatedsites](http://www.der.wa.gov.au/contaminatedsites).

In some instances DER has had to classify sites based on historical information. A site may be re-classified at any stage when additional information becomes available, for example where a new investigation or remediation report completed in accordance with DER's *Contaminated Sites Management Series* guidelines, is submitted to DER. The current site classification is the classification most recently conferred on the site.

### Memorials

In accordance with section 58(1) of the Act, DER will lodge a memorial with the Registrar of Landgate, recording the classification against the site's Certificate(s) of Title 400/185A. Parcel(s) without a registration number or certificate of title will not have a memorial lodged against them until a certificate of title has been created. Once complete, confirmation of the lodgement of the memorial(s) will be forwarded to the following people:

- (a) each owner,
- (b) Western Australian Planning Commission;
- (c) CEO of the Department of Health;
- (d) Local Government Authority;
- (e) relevant scheme authority.

Given that memorial(s) will be lodged against the site, the Western Australian Planning Commission (WAPC) may not approve the subdivision of the land under Section 135 of the *Planning and Development Act 2005*, or the amalgamation of that land with any other land without seeking, and taking into account, the advice of DER as to the suitability of the land for subdivision or amalgamation. Furthermore, a responsible authority (e.g. Local Government Authorities) may not grant approval under a scheme for any proposed development of the land without seeking, and taking into account, advice from DER as to the suitability of the proposed development.


Appealing the Site Classification

All site classifications given by DER are appealable. However, only certain people can lodge a valid appeal. The people who can lodge a valid appeal varies, depending on the classification category, as detailed in Fact Sheet 11: *Rights of appeal under the Contaminated Sites Act 2003 (enclosed)*. Appeals need to be lodged in writing with the Contaminated Sites Committee at Forrest Centre, Level 22, 221 St Georges Terrace, Perth WA 6000, within **30 days** of being given this notification. The appeal should set out the appellant's relationship to the site, and must include the grounds and facts upon which it is based. An appeal fee (currently \$45) applies.

To find out more about the appeal process, see the Contaminated Sites Committee website at [www.consitescommittee.wa.gov.au](http://www.consitescommittee.wa.gov.au) or contact the office of the Committee on (08) 6467 5201.

For further information on all aspects of site classification, please refer to Fact Sheet 9: *Site classifications – What do they mean?* and *Site Classification Scheme 2006* (guideline) which are available from DER's website [www.der.wa.gov.au/contaminatedsites](http://www.der.wa.gov.au/contaminatedsites) or by contacting the Registrar on 1300 762 982.

Yours sincerely



**Paul Newell, A/Section Manager**

CONTAMINATED SITES BRANCH  
Delegated Officer under section 91  
of the *Contaminated Sites Act 2003*

29/01/2014

Enc. Attachment A – Nature and Extent and Restrictions on Use.

**ATTACHMENT A – Nature and Extent and Restrictions on Use**

- LOT 2 ON DIAGRAM 27488

**Nature and Extent:** Anecdotal information indicates that multiple releases of hydrocarbons (such as from transformer oil) have occurred historically at this site. However, no contamination investigations have been carried out and the quality of soil and groundwater at the site is unknown.

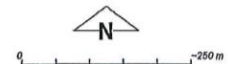
**Restriction on Use:** Please refer to Reasons for Classification for further information on the contamination present at the site.

### Lot 2 Tillellan Rd, Wagin



**LEGEND**

- |   |   |
|---|---|
| <ul style="list-style-type: none"> <li>— Road Centrelines</li> <li>□ Cadastre</li> <li>□ Local Government Authorities</li> <li>Railways (cont)</li> </ul> | <ul style="list-style-type: none"> <li>— Mainline</li> <li>— Sliding</li> <li>— Other types of rail</li> <li>— Closed - Abandoned</li> <li>— Closed - Dismantled</li> <li>WagIn 50cm Orthomosaic - Landgate 2006</li> </ul> |
|---|---|



Scale 1:8685  
(Approximate when reproduced at A4)

Geocentric Datum Australia 1994

Note: the data in this map have not been projected. This may result in geometric distortion or measurement inaccuracies.

Prepared by:  
Prepared for:  
Date: 28/01/2014 2:09:01 PM

Information derived from this map should be confirmed with the data custodian acknowledged by the agency acronym in the legend.



Appendix 2



Government of Western Australia  
Department of Environment Regulation

Your ref:  
Our ref: R1720/2005/1; 2010/006699  
Enquiries: Peter van Schoubroeck  
Phone: (08) 9842 4567  
Fax: (08) 98417105  
Email: peter.vanschoubroeck@der.wa.gov.au

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

SHIRE OF WAGIN  
18 JUL 2014  
RECEIVED

Attention: Mr Steve Friend

Dear Mr Webster,

**ENVIRONMENTAL PROTECTION ACT 1986 COMPLIANCE INSPECTION REPORT**

**Premises Name:** Wagin Waste Management Facility  
**Licensee:** Shire of Wagin  
**Premises Address:** Lots 667, 668 and 669 Brockman Road/ Great Southern Highway,  
Wagin WA 6315  
**Registration number:** R1720/2005/1

I refer to a recent compliance inspection conducted on Tuesday, 3 June 2014, by Department of Environment Regulation (DER) Officers Gary Brown and Peter van Schoubroeck and site representatives Steve Friend and Allen Hicks.

The purpose of the compliance inspection was to assess the above premises for compliance with the *Environmental Protection (Rural Landfill) Regulations 2002* under registration 1720/2005/1 and the general provisions of the *Environmental Protection Act 1986*.

Please find attached a copy of the inspection report. Please ensure you note the not-determined and non-compliant items identified in section "D" of the report and you should comply with the actions to determine compliance and address the non-compliances identified in section "E" of the report as stated.

If you have any queries regarding the above information, please contact Peter van Schoubroeck on (08) 9842 4569.

Yours sincerely,  
  
Caron Goodbourn  
Manager Licensing, South Coast

14 July 2014

| Officer          | Comment |
|------------------|---------|
| Action Required  | EHO     |
| Information Only | MOW     |
| Actioned         | CEO     |
| Scanned          |         |

South Coast Region  
120 Albany Highway, Albany, Western Australia WA 6330  
Phone: (08) 9842 4567 Fax: (08) 9841 7105  
www.der.wa.gov.au



## COMPLIANCE INSPECTION CHECKLIST & REPORT

### A Introduction

| Premises Details   |   |                         |                       |
|--|---|-------------------------|-----------------------|
| Registration Holder:   | Shire of Wagin  |                         |                       |
| Licence / Registration No.:  | R1720/2005/1  |                         |                       |
| ABN No.:   | 84 132 233 744  |                         |                       |
| Premises Name:   | Wagin Waste Management Facility   |                         |                       |
| Premises Address:  | Lots 667, 668 and 669 Brockman Road/ Great Southern Highway, Wagin.       |                         |                       |
| Auditee Representative/s:  | Steve Friend (EHO) Allen Hicks (Manager – Works)<br>0447772717 0427611252 |                         |                       |
| Approved Categories:   | 89 – Putrescible Landfill Site  |                         |                       |
| DER Resourcing   |   |                         |                       |
| Lead Officer (DER):  | Gary Brown  | Support Officer/s (DER) | Peter van Schoubroeck |
| Date & Time of Inspection:   | 03/06/2014  |                         |                       |
| Facility Summary   |   |                         |                       |
| <p>The Shire of Wagin landfill has been in use for nearly 30 years and was historically managed under licence L7129/1997/1 through 4. The licence expired in 01/03/2005 following the registration R1720/2005/1 becoming the regulatory instrument. Throughout the life of the license and the registration a septage facility has operated at the premises.</p> |   |                         |                       |

### GENERAL INFORMATION ABOUT THE PREMISES

| General Criteria |   |   |
|------------------|---|---|
| Item             | Criteria  | Comment   |
| 1                | Is the DER Registration for the reporting period valid?                   | Yes, however a licence is needed to authorise ongoing emissions and operations in their current form. |
| 2                | Activities undertaken / planned that need to be registered with the DER?  | Yes, known liquid waste facility operations require addressing  |
| 3                | Are there any Environmental Management Systems in place?                  | No  |
| 4                | Are Independent environmental audits conducted?                           | No  |
| 5                | Is there an Internal incident reporting system?                           | Yes   |
| 6                | Is there an Internal complaint reporting system?                          | Yes   |
| 7                | Is there a documented maintenance procedure?                              | None sighted.   |
| 8                | Has there been a Discharge of Waste to be reported to the DER under S72?  | No  |
| 9                | Has there been any alteration to the premises, process or inputs/outputs? | No  |

**B Key Findings**

Key: C = Compliant, NC = Non-Compliant, ND = Not Determined, NA = Not Applicable

| <b>Environmental Protection (Rural Landfill) Regulations 2002</b> |   |                                       |  |
|---|---|---------------------------------------|--|
| <b>Reg #</b>  | <b>Criteria</b>   | <b>Assessment<br/>(C, NC, ND, NA)</b> | <b>Explanation of result</b>   |
| 5   | <b>Tipping area</b><br>The occupier of the landfill site must ensure that the tipping area of the site is not greater than —<br>(a) 30 metres in length; and  | C                                     | At the time of the opening meeting site representatives confirmed compliance.<br><br>During the site inspection officers confirmed that the current tipping area was not greater than 30m in length (photo 1).   |
| 5   | (b) 2 metres above ground level in height   | C                                     | At the time of the opening meeting site representatives confirmed compliance but stated that some older tipping areas were about 3 metres in height.<br><br>During the site inspection officers confirmed that the current tipping area was less than 2m above ground level. |
| 6(1)  | <b>Covering of waste</b><br>The occupier of a landfill site must ensure that waste in the tipping area of the site is covered —<br>(a) at least as often as is specified in the Table to this regulation; and | C                                     | At the time of the opening meeting site representatives confirmed compliance and stated that tipping area is covered once per week.<br><br>During the site inspection officers did not observe any waste being covered at the tipping area.                                  |
| 6(1)  | (b) in accordance with subregulation (2).   | NC                                    | During the site inspection officers inspected the tipping areas (current and previous) and observed considerable waste exposed and not totally covered contrary to the requirements of Regulation 6(2)(b).<br><br>(Photo 6, 7, 13, 14 & 19)                                  |

|      |  |             |  |
|------|--|-------------|--|
| 6(2) | Waste is to be —<br>(a) covered with a dense, inert and incombustible material, or such other material as is approved in respect of a particular landfill site; and<br>(b) totally covered, so that no waste is left exposed.            | C<br><br>NC | (a) - During the site inspection officers confirmed that Waste material is covered with imported clean fill.<br><br>(b) – refer to comments above (re 6(1)).   |
| 6(3) | The occupier of a landfill site must ensure that there is enough cover material at any time stored and readily available on the site for the tipping area of the site to be covered, in accordance with this regulation, at least twice. | C           | During the site inspection officers observed that there was enough cover material stored and readily available on the site for the tipping area of the site to be covered, in accordance with this regulation, at least twice. |

**Table**  
**Tonnes of waste received per year**  
 Less than 500 tonnes  
 Between 500 and 2 000 tonnes  
 Between 2 000 and 5 000 tonnes  
**Frequency waste is to be covered**  
 Monthly  
 Fortnightly  
 Weekly

|   |   |    |  |
|---|---|----|--|
| 7 | <b>Fencing of landfill site</b><br>The occupier of a landfill site must ensure that there is a fence around the boundary of the site which is an effective barrier to cattle, horses and other stock. | C  | At the time of the opening meeting site representatives confirmed compliance and stated that a 2m high cyclone and barbed wire fence surrounded the landfill site.<br><br>During the site inspection officers sighted sections of the fence and determined that it was an effective barrier to cattle, horses and other stock.   |
| 8 | <b>Waste to be contained on landfill site</b><br>The occupier of a landfill site must ensure that —<br>(a) waste does not get washed, or blown, outside the site; and                                 | ND | At the time of the inspection the cadastral boundary of the landfill could not be determined from either the current Registration or the previous licence for the site.<br><br>During the site inspection officers noted filling beyond the fence line. Site representatives stated this was historic and it was agreed this would be addressed through confirmation of the site boundary. |



|    |  |    |   |
|----|--|----|---|
| 8  | waste that has been washed, or blown, away from the tipping area of the site is –<br>(b) returned to the tipping area at least once in each month.   | ND | At the time of the opening meeting site representatives stated that windblown waste was picked up and returned each month.<br><br>During the site inspection officers observed considerable windblown waste away from tipping areas (current and previous) and it could not be confirmed when windblown waste was last returned to the current tipping area (photos 6 & 7). |
| 9  | <b>Separation of waste from water and site boundary</b><br>Unless otherwise approved in writing, the occupier of a landfill site must ensure that there is no waste within –<br>(a) 35 metres from the fence surrounding the site; | NC | At the time of the opening meeting site representatives advised that during previous tipping practices waste had been placed within 35 metres of the fence without approval in writing.<br><br>During the site inspection officers observed waste within 35m of the fence surrounding the site.   |
| 9  | (b) 100 metres of any surface water body at the site; or   | NC | Slippery Lake is located ~80 metres to the east of the landfill site.   |
| 9  | (c) 3 metres of the highest level of the water table aquifer at the site.  | ND | At the time of the inspection there was insufficient information available on the location of filled waste in relation to the highest level of the water table.   |
| 10 | <b>Stormwater management</b><br>The occupier of a landfill site must ensure that stormwater on the site is adequately managed so that –<br>(a) it is diverted from areas of the site where there is waste; and                     | NC | At the time of the opening meeting site representatives advised there was no storm water management plan in place.<br><br>During the site inspection officers observed that the majority of storm water appears to infiltrate into landfill areas (photos 8, 9 & 10).   |
| 10 | (b) water that has come into contact with waste is to be diverted into a sump on the site, or otherwise retained on the site.  | NC | Refer to comments above.<br><br>During the site inspection officers observed no containment other than within the low lying green waste burning area pad (photos 8, 9 & 10).  |

|       |  |                               |   |
|-------|--|-------------------------------|---|
| 11    | <p><b>Dust suppression</b><br/>The occupier of a landfill site must ensure that no visible dust escapes from the landfill site.</p>  | C                             | During the site inspection officers observed no visible dust escaping the landfill site.  |
| 12    | <p><b>Firebreaks</b><br/>The occupier of a landfill site must ensure that there is a firebreak of at least 3 metres around the boundary of the site.</p>                                       | C                             | <p>At the time of the opening meeting site representatives advised firebreaks are graded every October prior to the commencement of the fire season.</p> <p>During the site inspection officers sighted vehicle tracks equivalent to a 3 metre firebreak surrounding the landfill site.</p>   |
| 13(1) | <p><b>Burning of green waste only</b><br/>The occupier of a landfill site must ensure that waste is not burnt at the site, other than greenwaste burnt in accordance with this regulation.</p> | <p>NC</p> <p>NC</p> <p>NC</p> | <p>During the site inspection officers observed evidence (ash and charcoal remains) that indicated that the previously designated burning area had not complied with the requirements pursuant to Regulation 13(3)(a), (b) and (d);</p> <p>(a) - The designated burning area was located about 25 meters from the boundary fence.</p> <p>(b) - Plastic and other inflammable material were visible in the green waste stockpiles (photo 9 &amp; 10).</p> <p>(d) – It was later identified that there are three private residences located within 500 m to the west and south of the burning area.</p> <p>Officers further observed that the green waste stock piles contained other waste material (including plastic).</p> |
| 13(2) | <p>Greenwaste may be burnt if —<br/>(a) it is dry and seasoned for at least 2 months before it is burnt;</p>   | ND                            | <p>At the time of the inspection compliance site representatives advised that green waste was seasoned for greater than 3 months prior to burning.</p> <p>During the site inspection officers observed no waste being burnt.</p> <p>Compliance for previous burns could not be determined.</p>  |

|              |  |    |   |
|--------------|--|----|---|
| 13(2)        | (b) it is burnt in a designated burning area of the landfill site;   | NC | Refer to comments in Regulation 13(1) above.  |
| 13(2)        | (c) it is burnt in trenches or windrows;   | ND | <p>During the site inspection officers observed that green waste was being stored in windrows in an area with surrounding bunds that created a trench like area.</p> <p>During the site inspection officers observed no waste being burnt.</p> <p>Compliance for previous burns could not be determined.</p>  |
| 13(2)        | (d) it is burnt quickly and in such a way that the generation of smoke is minimised;   | ND | <p>At the time of the inspection site representatives stated that green waste was only burnt when the wind was in an easterly direction to prevent any smoke drifting towards land owners near the refuse site.</p> <p>During the site inspection officers observed no waste being burnt.</p> <p>Compliance for previous burns could not be determined.</p> |
| 13(2)        | (e) burning does not commence before 8 a.m. and the Fire Control Officer for the landfill site declares the area safe by 12 noon on the same day; and  | ND | <p>During the site inspection officers observed no waste being burnt.</p> <p>Compliance for previous burns could not be determined.</p>   |
| 13(2)<br>(f) | <p>there is present in the area from the time burning commences until the Fire Control Officer for the landfill site declares the area safe —</p> <p>(i) a fire fighting vehicle carrying at least 500 litres of water, fitted with at least 30 metres of 19 mm diameter rubber hose and with a pump capacity capable of delivering a minimum of 250 litres of water per minute at a minimum of 700 kPA through a nozzle capable of projecting water by spray or by jet; and</p> | ND | <p>At the time of the inspection site representatives stated a fire fighting unit is kept at the site and the local fire brigade attends all fires.</p> <p>During the site inspection officers observed no waste being burnt.</p> <p>Compliance for previous burns could not be determined.</p>   |

|              |  |    |   |
|--------------|--|----|---|
| 13(2)<br>(f) | (ii) 2 persons, who have such qualifications in fire fighting as are approved.   | ND | At the time of the inspection site representatives stated that Darren Smith (local fire officer) and Cindy Pearce (DFES) were qualified and attended fires.<br><br>During the site inspection officers observed no waste being burnt.<br><br>Compliance for previous burns could not be determined. |
| 13(3)        | In this regulation —<br><b>designated burning area</b> means an area of a landfill site that has been designated by the occupier of the site as a designated burning area and which —<br>(a) is at least 50 metres from the boundary of the site;<br>(b) has no inflammable material on it, other than the greenwaste and live trees, for a radius of 50 metres;<br>(c) is positioned on an area of the site where waste (other than the greenwaste to be burnt) has not been deposited; and<br>(d) is at least 500 metres from any person's residence or place of employment (other than the landfill site) or an educational institution, hospital or other public place;<br><b>greenwaste</b> means waste that originates from flora. | NC | Refer to comments in Regulation 13(1)   |
| 14(1)        | <b>Outbreak of fire</b><br>The occupier of a landfill site must ensure that there are appropriate procedures in force at the site so that —<br>(a) any unauthorised fire on the site is promptly extinguished; and   | C  | At the time of the opening meeting site representatives stated compliance and advised the local fire brigade attends all fires.   |
| 14(1)        | (b) appropriate alarm and evacuation procedures are in place.  | C  | At the time of the opening meeting site representatives stated that an evacuation process was in place which involved a site check for persons present and evacuation off the landfill site by the landfill attendant.  |

|       |   |    |  |
|-------|---|----|--|
| 14(2) | The occupier of a landfill site must ensure that an unauthorised fire on the site is extinguished as soon as possible.  | C  | At the time of the opening meeting site representatives confirmed compliance and stated that no unauthorised fires had occurred on site since the site had been manned.  |
| 14(3) | Within 14 days of an unauthorised fire at a landfill site, the occupier of the site must give to the Chief Executive Officer a report on the fire containing —<br>(a) details of the date, time and location of the fire;<br>(b) the time the location of the fire was declared safe by the Fire Control Officer for the site; and<br>(c) the cause, or suspected cause, of the fire. | C  | Refer to comments above.<br>At the time of the opening meeting site representatives confirmed that they were aware of the requirements pursuant to (a) – (c)   |
| 15(1) | <b>Approval for disposal at landfill site of clinical waste or material containing asbestos</b><br>The occupier of a landfill site must ensure that clinical waste or material containing asbestos is not disposed of at the site unless the site is approved for the disposal of that waste or material, as is relevant.   | ND | At the time of the opening meeting site representatives stated that the disposal of clinical waste and material containing asbestos had been occurring at the site for many years previously endorsed under licence L7129/7 (photos 13,1 5 &17).<br>DER records cannot confirm if relevant approvals for the disposal of clinical waste or material containing asbestos are still in place under the current registration. |
| 15(2) | The occupier of a landfill site must ensure that clinical waste and material containing asbestos is disposed of in accordance with the relevant approval.   | ND | DER records cannot confirm if relevant approvals are still in place for the disposal of clinical waste or material containing asbestos.  |
| 15(3) | Where there is a conflict between a requirement of regulation 16 and a requirement of an approval, the requirement of regulation 16 prevails.   | ND | DER records cannot confirm if relevant approvals are still in place for the disposal of clinical waste or material containing asbestos.  |

|       |  |    |  |
|-------|--|----|--|
| 16(1) | <p><b>Disposal of clinical waste and material containing asbestos</b></p> <p>The occupier of a landfill site is to ensure that clinical waste and material containing asbestos disposed of at the site is disposed of under the occupier's personal supervision or the personal supervision of a person nominated by the occupier.</p>   | ND | <p>DER records cannot confirm if relevant approvals are still in place for the disposal of clinical waste or material containing asbestos.</p> <p>At the time of the opening meeting site representatives stated that all asbestos and clinical waste is disposed of under supervision of the landfill attendant.</p>  |
| 16(2) | <p>The person supervising the disposal of clinical waste or material containing asbestos at a landfill site is to ensure that it is covered as soon as is practicable after its disposal —</p> <p>(a) with a dense, inert and incombustible material; and</p> <p>(b) to a depth of at least one metre.</p>   | ND | <p>DER records cannot confirm if relevant approvals are still in place for the disposal of clinical waste or material containing asbestos.</p> <p>At the time of inspection officers observed that clinical waste and material containing asbestos waste was covered with inert material. Site representatives stated that the waste was covered at the time of deposition to a depth of at least one metre.</p>   |
| 16(3) | <p>The occupier of a landfill site is to ensure that there is kept at the landfill site an accurate and up to date —</p> <p>(a) register of clinical waste and material containing asbestos disposed of at the landfill site; and</p> <p>(b) a plan of the landfill site showing the position of clinical waste and material containing asbestos disposed of at the landfill site.</p> | ND | <p>DER records cannot confirm if relevant approvals are still in place for the disposal of clinical waste or material containing asbestos.</p> <p>At the time of the inspection site representatives could not supply a register that contained the requirements pursuant to Regulation 16(4)(a) – (d).</p> <p>A plan was sighted by officers demarcating the current and future proposed disposal areas.</p> <p>A copy of a document detailing weekly waste acceptance at the landfill site was produced (including asbestos), but it did not contain information on clinical waste disposed of at the landfill site.</p> |

|       |  |    |  |
|-------|--|----|--|
| 16(4) | <p>The person supervising the disposal of clinical waste or material containing asbestos at a landfill site is to make an entry in the register within 2 hours of supervising the covering of waste under subregulation (2), stating —</p> <p>(a) the date;</p> <p>(b) the person's name;</p> <p>(c) that the waste has been covered in accordance with that subregulation; and</p> <p>(d) where more than one square metre of waste was covered, grid coordinates with reference to the plan of the landfill site so that the position of the waste can be easily and accurately ascertained.</p> | ND | <p>DER records cannot confirm if relevant approvals are still in place for the disposal of clinical waste or material containing asbestos.</p> <p>At the time of the inspection site representatives could not produce a register of disposal that confirmed the requirements pursuant to (a) – (d).</p>   |
| 16(5) | <p>The occupier of a landfill site is to ensure that the grid references entered in the register are marked on the plan of the landfill site.</p>  | ND | <p>DER records cannot confirm if relevant approvals are still in place for the disposal of clinical waste or material containing asbestos.</p> <p>A register of disposal could not be produced at the time of inspection.</p>  |
| 17(1) | <p><b>Post-closure plan</b></p> <p>The occupier of a landfill site must prepare and submit to the Chief Executive Officer for approval a post-closure rehabilitation plan, in accordance with subregulation (2), for the site within 18 months of the site being registered under regulation 5B of the <i>Environmental Protection Regulations 1987</i>.</p>   | NC | <p>At the time of the inspection no post closure rehabilitation plan has been submitted for the site.</p> <p>It is noted that commencement date of registration was 22 February 2005.</p> <p>It is further noted that a letter dated 0312/ 2010 was sent to the Shire (as a result of a compliance inspection of the site on 24/11/2010), advising that the plan was outstanding and requesting a plan be submitted before 30/06/2011.</p> |

|       |  |    |                          |
|-------|--|----|--------------------------|
| 17(2) | <p>A post-closure rehabilitation plan is to set out a plan for the rehabilitation of the site after it has ceased to be a landfill site and, in particular, is to specify —</p> <p>(a) options for the use of the site after it has ceased to be a landfill site, and is to specify the preferred option;</p> <p>(b) a conceptual design of the infrastructure needed for the preferred option for the use of the site after it has ceased to be a landfill site;</p> <p>(c) the estimated final contours of the site, after allowing for settlement, and specifying to what extent settlement has been allowed for;</p> <p>(d) the capping materials proposed to be used on the site;</p> <p>(e) a proposed system of drainage of the site;</p> <p>(f) measures proposed for the protection of the environment and the monitoring of the site; and</p> <p>(g) the estimated period for which the site will require protection and monitoring.</p> | NC | Refer to comments above. |
|-------|--|----|--------------------------|

| <b>Environmental Protection Act 1986</b> |  |                     |   |
|--|--|---------------------|---|
| <b>Act #</b>                             | <b>Criteria (state Reg/Act)</b>  | <b>C/NC/N<br/>D</b> | <b>Explanation of Result</b>  |
| 56(1)(a)                                 | <p><b>Occupiers of prescribed premises to be licensed for emissions etc.</b></p> <p>Subject to this Act, the occupier of any prescribed premises who —</p> <p>causes or increases, or permits to be caused or increased, an emission;</p> <p>from the prescribed premises commits an offence unless he is the holder of a licence issued in respect of the prescribed premises and so causes, increases, permits or alters in accordance with any conditions to which that licence is subject.</p> | NC                  | <p>At the time of the opening meeting site representatives confirmed that the landfill site had been receiving liquid waste since the expiry of the sites license on 01/03/2005.</p> <p>During the site inspection officers inspected the liquid waste pond (observed nearly empty) and noted that it appeared to be a fill cell with clay layer applied (it was estimated that the current pond receiving capacity would easily exceed the 100 kL/ year that would trigger licensing ).</p> <p>DER's Controlled Waste Tracking System revealed there has been a three year history of liquid waste acceptance ( ~35 kL in 2014).</p> |



**C General Observations**

## General Observations of the Premises

| Location & issue identified   | Notes  |
|---|--|
| Registration 1720   | <p>At the time of the inspection officers noted numerous non-compliance issues associated with both the disposal of liquid waste and the management of landfill activities.</p> <p>DER believes that current disposal practices are not suitable under current registration and should be addressed through a strategic planning approach linked to the licensing of the site and the development of a post closure management plan.</p>   |
| Landfill site – windblown waste, compaction of waste and disposal of waste oil. | <p>At the time of the inspection officers observed a considerable amount of waste, including windblown waste and waste left exposed that appeared to show the licensee was not employing proper waste management or housekeeping practices to ensure the site was being well managed (it is noted that these issues were also raised during compliance inspections that were conducted in 2008 and 2010).</p> <p>This is further evidenced by allowing the inappropriate disposal of waste oil at the recycling facility that had caused spills (which were not being cleaned up on a regular basis), the inappropriate storage of used steel drums observed scattered throughout the site and material that may contain asbestos exposed on the ground adjacent the asbestos disposal area.</p> |

**D Non-compliances and not determined**

The following Regulations were found to non-compliant with the *Environmental Protection (Rural Landfill) Regulations 2002*:

| Regulation #      | Reason for non-compliance   |
|-------------------|---|
| 6(1)(b) & 6(2)(b) | At the time of the inspection the licensee was not ensuring that waste in the tipping area was being totally covered so that no waste was being left exposed (contrary to the requirements of Regulation 6(2)(b)).                                    |
| 9(a)              | At the time of the inspection the occupier of the landfill site (without approval in writing) had not ensured that there was no waste within 35m of the fence surrounding the site.   |
| 9(b)              | At the time of the inspection the occupier of the landfill site (otherwise approved in writing) had not ensured that there was no waste within 100 metres of any surface water body at the site.  |
| 10(a)             | At the time of the inspection the occupier of the landfill site was not ensuring that stormwater on the site was being adequately managed so that it is diverted from areas of the site where there is waste.   |
| 10(b)             | At the time of the inspection the occupier of the landfill site was not ensuring that stormwater on the site was being adequately managed so that water that has come into contact with waste is to be diverted into a sump on the site, or otherwise |

|   |  |
|---|--|
|   | retained on the site.  |
| 13(1)<br>13(2)(b)<br>13(3)(a)(b)<br>(d) | The occupier of a landfill site had not ensured that waste had been burnt at the site in accordance with regulation 13 (3) (a), (b) and (d).   |
| 17(1)(2)                                | The occupier of a landfill site had not prepared and submitted to the Chief Executive Officer for approval a post-closure rehabilitation plan in accordance with sub regulation (2) for the site within 18 months of the site being registered under regulation 5B of the <i>Environmental Protection Regulations 1987</i> .<br><br>It is noted that the current registration commenced on 22 February 2005. |

The following regulations could not be determined:

| Regulation #                                     | Reason for not determined  |
|--|--|
| 8(a)   | At the time of the inspection the following issues are noted with regards to the boundary of the landfill and could not be determined: <ul style="list-style-type: none"> <li>• The cadastral boundary of the landfill is not defined;</li> <li>• The physical boundary of the historic fill is beyond the boundary of the landfill fence;</li> <li>• The physical boundary of the historic fill is beyond the boundary of the cadastral lots expected to contain the landfill;</li> <li>• The landfill fence does not align to cadastral boundaries, the boundary of the landfill or buffer.</li> </ul> |
| 8(b)   | At the time of the inspection it could not be determined if windblown waste was being returned to the tipping area at least once per month.  |
| 9(c)   | At the time of the inspection it could not be determined if the occupier of the landfill site was ensuring that there was no waste within 3 metres of the highest level of the water table aquifer at the site.  |
| 13(2)(c)(d)<br>(e)(f)                            | At the time of the inspection compliance to the requirements could not be determined for previous burning of green waste.  |
| 15(1)(2) and<br>(3)<br>16(1)(2)(3)(4)<br>and (5) | At the time of the inspection it could not be determined if the occupier of the landfill site had approval to dispose of clinical waste or material containing asbestos at the site.   |

The following section was found to be non-compliant with the *Environmental Protection Act 1986*:

| Section # | Reason for non-compliance  |
|-----------|--|
| 56(1)(a)  | At the time of the inspection it was determined that the occupier of the landfill site (a prescribed premise) was permitting to be caused an emission (discharge of liquid waste) from the prescribed premises without holding a licence issued in respect of the prescribed premises. |

**E Required actions to address compliance issues**

The Licensee shall notes the findings of the inspection discussed in this report and addresses the following items with respect to the non-compliances with the *Environmental Protection (Rural Landfill) Regulations 2002* and the *Environmental Protection Act 1986*.

|  |  |
|--|--|
| Regulation #                                       | In order to address the non-compliance with the <i>Environmental Protection (Rural Landfill) Regulations 2002</i> , the Licensee is required to:   |
| 6(1)(b)  | Ensure that all waste is totally covered so that no waste is left exposed.<br><br>DER requests that the licensee provide photographic evidence to confirm when the requirements of this condition have been met. |
| 8(a)<br>9(a)(b) &(c)<br>10(a) & (b)<br>13(1) & (2) | Liaise with Peter Van Schoubroeck (DER's licensing officer assigned to the premises) to commence the process of licensing the site.  |
| 8(b)   | Ensure that written records are kept to confirm that the requirements are being met.<br><br>DER further requests that a copy of the records (to be kept) be provided.  |
| 15(1)(2) and (3)<br>16(1)(2)(3)(4) and (5)         | Seek written approval from Chief Executive Officer of DER for the disposal of clinical waste and material containing asbestos at the landfill site.  |
| 17(1) & (2)  | Prepare and submitted to the Chief Executive Officer for approval a post-closure rehabilitation plan in accordance with sub regulation (2).  |

|           |   |
|-----------|---|
| Section # | In order to address the non-compliance with the <i>Environmental Protection Act 1986</i> , the Licensee is required to:             |
| 56(1)(a)  | Liaise with Peter van Schoubroeck (DER's licensing officer assigned to the premises) to commence the process of licensing the site. |

**Unless otherwise stated, the Licensee is requested to provide evidence for the aforementioned to DER by 04/08/2014.**

**Report Review & Approval**

|   |                  |
|---|------------------|
| Report Prepared by: Peter van Schoubroeck | Date: 23/06/2014 |
| Reviewed by: Gary brown                   | Date: 26/06/2014 |

Environmental Compliance  
Attachment 1 – Photographs



Government of Western Australia  
Department of Environment Regulation

## Attachment 1 – Photographs

Licence/Registration: R1720/2005/1

Premises Audited: Wagin Waste Management Facility

Inspector/s: Gary Brown and Peter van Schoubroeck

Date: 03/06/2014

Environmental Compliance  
Attachment 1 – Photographs



Government of Western Australia  
Department of Environment Regulation

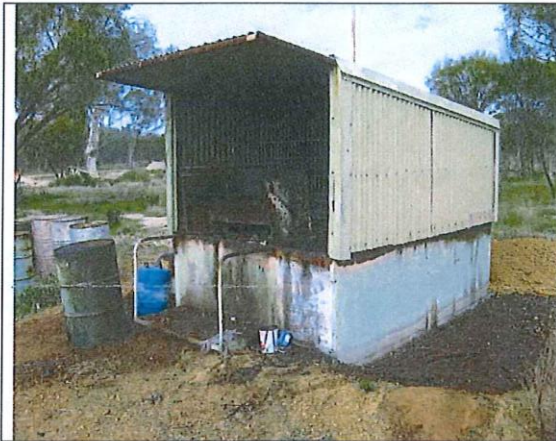


Photo 1 – Recycled waste oil facility



Photo 2 – Recycled waste oil facility



Photo 3 – Recycled waste oil facility



Photo 4 – Recycled waste oil facility



Photo 5 – Waste outside of tipping areas including steel drums



Photo 6 – Waste outside of current tipping area

Environmental Compliance  
Attachment 1 – Photographs



Government of Western Australia  
Department of Environment Regulation



Photo 7 – Waste outside previous tipping areas



Photo 8 – Stormwater basin abutting green waste piles



Photo 9 – Stormwater basin abutting green waste piles



Photo 10 – Previous (alternate) designated burning area



Photo 11 – Green waste pile



Photo 12 - Green waste pile

Environmental Compliance  
Attachment 1 – Photographs



Government of Western Australia  
Department of Environment Regulation



Photo 13 – Asbestos (possibly asbestos) pit sign



Photo 14- Waste (possibly asbestos) adjacent asbestos disposal area.



Photo 15 – Current asbestos disposal pit



Photo 16- Current asbestos disposal pit



Photo 17 – Current medical waste disposal pit



Photo 18 – Recycled drum disposal area

## Appendix 3

ADMINISTRATION CENTRE  
2 Arthur Road, WAGIN W.A  
PO Box 200, WAGIN 6315



Telephone: (08) 9861 1177  
Facsimile: (08) 9861 1204  
Website: [www.wagin.wa.gov.au](http://www.wagin.wa.gov.au)  
Email: [shire@wagin.wa.gov.au](mailto:shire@wagin.wa.gov.au)

STF:STF EM.MO.1

Ms C Goodbourn  
Manager Licensing, South Coast  
Department of Environment Regulation  
120 Albany Highway  
ALBANY WA 6330

Dear Caron

**COMPLIANCE INSPECTION REPORT – WAGIN REFUSE SITE**

I refer to your letter (Ref 1720/2005/1;2010/006699) in which you mention the on-site investigation carried out at the Shire of Wagin Refuse Site by Officers Gary Brown and Peter van Schoubroeck on Tuesday 3<sup>rd</sup> June 2014.

The report highlights some inefficiencies at the site and requests advice on how the shire will respond.

I would like to advise the Shire has considered the report and has begun to formulate a plan to address all of the issues.

However before we can complete the plan, the Shire needs to know the outcome of the *Application Enquiry: Proposal details* forwarded to the DER on 17<sup>th</sup> June 2014; specifically whether the DER will accept the Shire's proposal to close part of Brockman Road adjacent to the refuse site and amalgamate it with Lots 667, 668, 668 and 670 Brockman Road, and then be able to use Lot 670 as part of the refuse site for further filling.

It would be appreciated if you or your officers could follow up on the Application Enquiry so that the Shire can finalise its plan of action.

I have attached the *Application Enquiry* form for your benefit.

If you have any queries regarding this letter please do not hesitate to contact me at the Shire Office on Tuesdays or Thursdays or on 0447 772 717.

Yours faithfully

A handwritten signature in black ink, appearing to read 'Steve Friend', is written over a faint, illegible typed name.

Steve Friend  
HEALTH AND BUILDING OFFICER

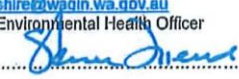
14<sup>th</sup> August 2014





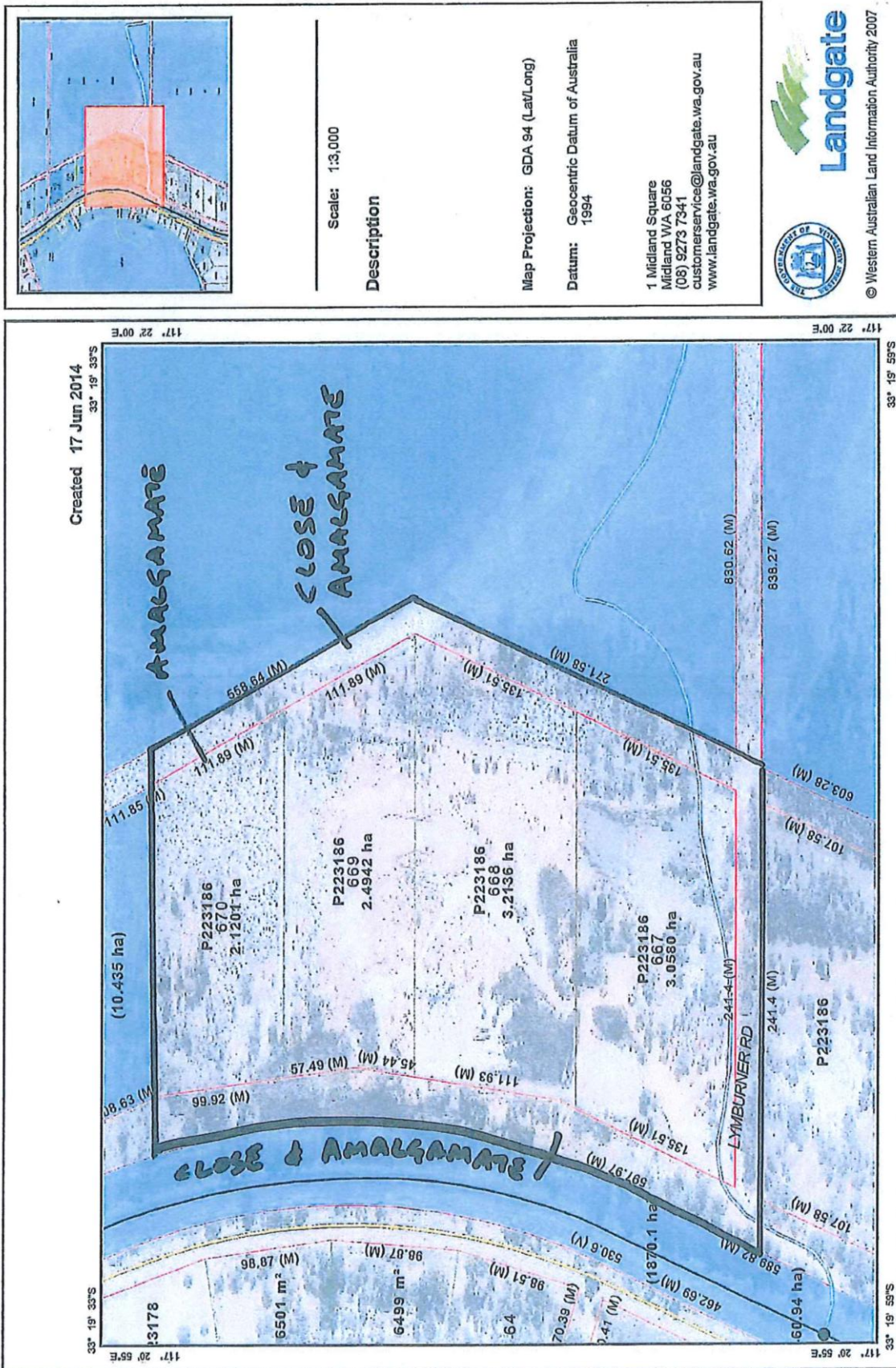
Government of Western Australia  
Department of Environment Regulation

**Application enquiry: Proposal details<sup>1</sup>**

|  |   |
|--|---|
| Proponent details:<br>Occupier business name<br>Street address or location of premises or proposed premises<br><br>Provide location map or sufficient information to enable location to be identified on a map if a street address is not available  | Shire of Wagin. PO Box 200 Wagin WA 6315<br>.....<br>Is a map or further information attached?    Yes...x.....    No.....   |
| Contact details of person nominated to represent the proponent:<br>Nominated Proponent Representative <ul style="list-style-type: none"> <li>▪ Name</li> <li>▪ Address</li> <li>▪ Telephone numbers</li> <li>▪ Fax number</li> <li>▪ Email address</li> <li>▪ Position in company</li> </ul> Nominated Proponent Representative signature<br><br>Date  | Steve Friend<br>PO B ox 200 Wagin WA 6315<br>98611177, 0447772717<br>98611204<br><a href="mailto:shire@wagin.wa.gov.au">shire@wagin.wa.gov.au</a><br>Environmental Health Officer<br><br>.....<br>.....17./...6...../...2014....  |
| What is the ANZSIC code of the business?<br>ANZSIC codes can be found at <a href="http://www.abs.gov.au">www.abs.gov.au</a>  | .....   |
| Brief description of proposal  | The Shire wishes to amalgamate Lots 667, 668, 669 and 670 into one lot to be used for the refuse site (Lots 667, 668 and 669 are currently being used as a refuse site). Waste might be deposited on part of Lot 670. Refuse has been deposited in the road reserve (Brockman Road) adjacent to these lots and the proposal is to close this section and amalgamate it into the lots mentioned for proper management. It is also proposed to close and incorporate sections of other roads surrounding the refuse site for better management – see attached map |
| For the proposed premises, what is the production or design capacity? [Note: This is <i>not</i> actual or proposed throughput. It is the maximum capacity at which the plant or process can operate.]  | ≤5000 tonnes  |
| Has the proposal been referred to the EPA for assessment?<br><br>If yes, what was the outcome? (If the proposal is subject to formal EPA assessment, state the stage of assessment it has reached). If a Ministerial Statement has been issued, provide the date and Statement number<br><br>Information on EPA assessments can be found at <a href="http://www.epa.wa.gov.au">www.epa.wa.gov.au</a> | Yes..... No...x.....<br><br>Assessment stage reached.....<br><br>Ministerial Statement number.....and date...../...../.....   |
| Is the premises currently subject to a works approval, licence or registration?<br>If yes, provide the works approval, licence or registration number.<br><br>Is a works approval or licence amendment being sought?   | Yes...x..... No.....<br><br>Registration Number 1720.....<br><br>Yes..... No...x.....   |
| If a works approval, licence or registration is already held, will the proposed works change the type or nature of emissions or discharges? If so, provide details of the changes proposed.  | Is a change proposed?    Yes..... No...x.....<br>If 'yes', provide details ...../...../.....  |

| DER USE ONLY<br>From the information provided   |                    | Premises Schedule .....   | Premises Category .....           |
|---|--------------------|---|-----------------------------------|
| Is a works approval required?   | Yes ..... No ..... |   | Not determined .....              |
| Is a scoping meeting recommended?   | Yes ..... No ..... |   | Not determined .....              |
| Will an Instrument subsequently be required? (Tick a box)   |                    | Licence .....   | Registration..... Amendment ..... |
| If neither a works approval, licence, registration nor amendment is required, send proponent signed copy of Application enquiry |                    |   | None required .....               |
|   |                    | Date sent to nominated proponent representative ...../...../..... |                                   |

<sup>1</sup> Please send DER this page of the completed Form, together with any attachments you are supplying



### 13.9 BROOKFIELD RAIL – INTERFACE AGREEMENT – PUBLIC ROAD AND RAIL CROSSING AT GRADE INTERFACE (CROSSINGS)

|                         |                              |
|-------------------------|------------------------------|
| PROPONENT:              | Brookfield Rail              |
| OWNER:                  |                              |
| LOCATION/ADDRESS:       | Various locations            |
| AUTHOR OF REPORT:       | Chief Executive Officer      |
| SENIOR OFFICER:         |                              |
| DATE OF REPORT:         | 18 <sup>th</sup> August 2014 |
| PREVIOUS REPORT(S):     |                              |
| DISCLOSURE OF INTEREST: | Nil                          |
| FILE REFERENCE:         | TT.SP.2                      |
| ATTACHMENTS:            | Under separate cover         |

#### BRIEF SUMMARY:

Brookfield Rail has prepared an interface agreement regarding the maintenance of rail crossings.

Basically the Shire responsibility stops and the “Give Way“ or “Stop” signs regarding maintenance and Brookfield Rail will undertake the required maintenance and will forward an account to the shire of the work undertaken.

#### BACKGROUND:

Brookfield Rail has expressed concern over the damage caused by Shires grading or undertaking road works across and under trail way lines.

The interface agreement has been in the making for approximately 4 years and the final draft has been received.

The CEO attended a meeting in Wickopin some months ago for finalise the agreement.

WALGA have been involved with the development of the agreement.

I have attached a copy of the agreement which also shows all 19 rail crossings that Council is responsible for.

#### COMMENT:

Most other shires within the region have agreed to sign the document however I believe that Council needs to be aware of: -

- 1) Any work undertaken by Brookfield Rail over a rail crossing involving a Shire road Council will receive an account for the work.
- 2) With this in mind I believe that Council needs to have some control over what is being spent. The Shire of Kulin are proposing that Council will only pay for work undertaken by Brookfield Rail on receiving an estimated cost for the work and Council issuing a purchase order. I believe that Council will have some control over any expenditure that is incurred.

**Section 5.2 of the agreement should read****Rail Infrastructure Manager  
2<sup>nd</sup> Paragraph**

***Only accredited personnel holding a Track Access Permit are permitted to work within the rail corridor or within the Danger Zone (see diagram annexed as Appendix B). Accordingly, unless otherwise agreed and subject to prior agreement between the parties, the following activities are carried out by the Rail Infrastructure Manager at the cost of either the Local Government upon the receiving an estimated price for the work and the issuing of a Council purchase order covering the work or MRWA as indicated in brackets below 1***

- ***Level Crossings - Maintain the roadway within three metres (3m) of the outside running rails. (Local Government)***
- ***Pedestrian Crossings - Install and maintain flashing lights, warning bells, pedestrian mazes, gates and crossing paths (not approach paths) as applicable, including any signage affixed to these devices. (MRWA in accordance with renewal and upgrade programme).<sup>2</sup>***
- ***Mid-block Crossings - Install and maintain flashing lights, warning bells, pedestrian mazes, gates and crossing paths (not approach paths) as applicable, including any signage affixed to these devices. (Local Government).***

**CONSULTATION/COMMUNICATION:**

Wheatbelt South RRG  
WALGA  
Shire of Kulin

**STATUTORY/LEGAL IMPLICATIONS:**

Nil

**POLICY IMPLICATIONS:**

NIL

**FINANCIAL IMPLICATIONS:**

Increased costs to maintain rail crossings.

**STRATEGIC IMPLICATIONS:**

Nil

**VOTING REQUIREMENTS:**

Simple Majority

**2545 OFFICERS RECOMMENDATION & COUNCIL DECISION**

Moved: Cr. D C Lloyd

Seconded: Cr. A J Howell

That Council sign the Interface Agreement with Brookfield rail subject to Clause 5.2 – “Rail Infrastructure Manager” being amended to read.

Only accredited personnel holding a Track Access Permit are permitted to work within the rail corridor or within the Danger Zone (see diagram annexed as Appendix B). Accordingly, unless otherwise agreed and subject to prior agreement between the parties, the following activities are carried out by the Rail Infrastructure Manager at the cost of either the Local Government **upon the receiving an estimated price for the work and the issuing of a Council purchase order covering the work** or MRWA as indicated in brackets below 1

- Level Crossings - Maintain the roadway within three metres (3m) of the outside running rails. (Local Government)
- Pedestrian Crossings - Install and maintain flashing lights, warning bells, pedestrian mazes, gates and crossing paths (not approach paths) as applicable, including any signage affixed to these devices. (MRWA in accordance with renewal and upgrade programme).<sup>2</sup>
- Mid-block Crossings - Install and maintain flashing lights, warning bells, pedestrian mazes, gates and crossing paths (not approach paths) as applicable, including any signage affixed to these devices. (Local Government).

Carried 6/0

### 13.10 WAGIN ROTARY CLUB – CEMETERY UPGRADE

|                         |                              |
|-------------------------|------------------------------|
| PROPONENT:              | Wagin Rotary Club            |
| OWNER:                  | Shire of Wagin               |
| LOCATION/ADDRESS:       | Wagin Cemetery               |
| AUTHOR OF REPORT:       | Chief Executive Officer      |
| SENIOR OFFICER:         |                              |
| DATE OF REPORT:         | 18 <sup>th</sup> August 2014 |
| PREVIOUS REPORT(S):     |                              |
| DISCLOSURE OF INTEREST: | Nil                          |
| FILE REFERENCE:         | CP.MT.3                      |
| ATTACHMENTS:            | Photos                       |

#### BRIEF SUMMARY:

The Wagin Rotary Club has been working with the CEO and Councillors on upgrading the Wagin Cemetery.

Funding of \$35,000 has been included in the 2014/15 budget.

Land has been purchased and the Club has prioritised the work to be undertaken.

#### BACKGROUND:

The Wagin Rotary Club would like to see the appearance of the Wagin Cemetery improved with new fencing, gazebo and an internal parking area included in the work.

Council has negotiated the purchase of 4,500m<sup>2</sup> of land from Mr A Piesse to allow the upgrade work to be undertaken. The cost of the land and survey/ subdivision costs total \$15,000 leaving approx \$20,000 to send on the upgrade in 2014/15.

The Wagin Rotary Club has prioritised the works as follows: -

- Stage 1 - New fence along Arthur Rd
- Stage 1a - New flora – winter 2015
- Stage 2 - New main entrance and access road to the new parking area
- Stage 3 - Undercover area and toilet/restroom

#### COMMENT:

The project has been discussed since December 2011 by Council and Rotary.

A small allocation has been included in the 2014/15 budget and this will allow the clearing of shrubs etc along the front of the cemetery and the erection of a new fence.

A quote has been obtained from Aussie Stockyards to erect a fence along the front of the cemetery. This is \$15,000. The balance (\$5,000) would be used to clear and tidy the site.

*(If the project proceeded the fencing could not be undertaken until November 2014, by Aussie Stockyards).*

Prior to any work being undertaken at the cemetery in would like to see some public comment via the local newspaper. Whilst this project has been discussed for sometime both

within Council, Rotary and sections of the community I believe we should ask the public one last time prior to any work commencing.

Attached is a copy of their letter together with an upgrade plan as presented to Council in December 2011

**CONSULTATION/COMMUNICATION:**

Wagin Rotary Club  
Councillors

**STATUTORY/LEGAL IMPLICATIONS:**

Nil

**POLICY IMPLICATIONS:**

Nil

**FINANCIAL IMPLICATIONS:**

Allocation in 2014/15 budget

**STRATEGIC IMPLICATIONS:**

Nil

**VOTING REQUIREMENTS:**

Simple Majority

**2546 OFFICERS RECOMMENDATION & COUNCIL DECISION**

Moved: Cr. D C Lloyd

Seconded: Cr. C J Brockwell

That Council accept the upgrade works as proposed by the Wagin Rotary Club, that is: -

Stage 1 - New fence along Arthur Rd

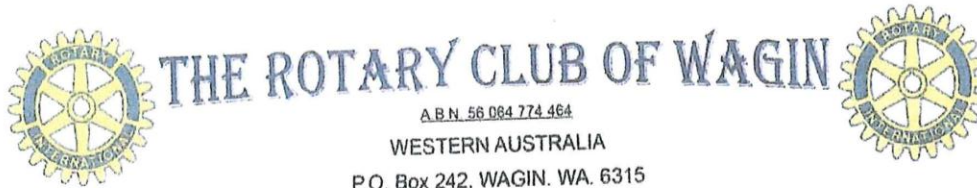
Stage 1a - New flora – winter 2015

Stage 2 - New main entrance and access road to the new parking area

Stage 3 - Undercover area and toilet/restroom

and that the public be advised of the Rotary Clubs proposal to upgrade the cemetery prior to any work commencing.

Carried 6/0



Meetings 6.30pm Monday at Lesser Town Hall, Tavistock Street, Wagin.  
President: Brenton Aughey Ph: (08)9861 1086 Secretary: Paul Powell Ph: (08)9861 1673

Mr Len Calneggia  
C.E.O.  
Shire of Wagin  
PO Box 200  
WAGIN. WA. 6315

5 December 2011

Dear Len,  
RE: Possible upgrade for the Wagin Cemetery.

For some time now members of the Rotary Club of Wagin have felt the general appearance, condition and layout of the Wagin Cemetery has been below community expectations.

On their travels our members have visited many other regional cemeteries to familiarise themselves as to what is possible to place in a Cemetery to make it more "user friendly". We have now come up with a concept plan for the Wagin Cemetery which would make it a significantly better facility for now and into the future.

The plan includes;

- A new parking area on the south side of the Cemetery – away from the Arthur Road.
- A new entrance to the Cemetery.
- Undercover shelter assembly area for the Hearse and the public.
- Toilets.
- New fencing.
- Replacing the current vegetation with more suitable plants.

We have met with the owners of the adjacent land and they were receptive to the idea of making land available for the proposed parking area.

The Rotary Club of Wagin sees the proposed upgrade as a major project which will require significant funding and community support to succeed. It is felt that the project could proceed in stages, as funds became available, and may take two to three years to complete. The Rotary Club of Wagin propose to manage the project and involve all sectors of the community in the process. The Club has formed a sub-committee of Carolyn Webster, Tony Baxter and Paul Powell to oversee the project.

We now seek approval from the Shire of Wagin to endorse the project and go to the public for public comment.

Yours sincerely,

Brenton Aughey  
President, Rotary Club of Wagin.

Attach: Concept plan.



ADMINISTRATION CENTRE  
2 Arthur Road WAGIN W.A.  
PO Box 200, WAGIN 6315



Telephone: (08) 9861 1177  
Facsimile: (08) 9861 1204  
Website: www.wagin.wa.gov.au  
Email: shire@wagin.wa.gov.au

LJC:DJT PRO 19

President  
The Rotary Club of Wagin  
PO Box 242  
WAGIN W A 6315

Dear Brenton

Thank you for your letter of 5 December 2011 outlining your proposal to upgrade the Wagin Cemetery. Council at its December meeting endorsed the plan in principle and has referred the matter to the Asset Management Committee to progress. Representatives of your club will no doubt be contracted to attend the next Asset Management Committee meeting which should be held shortly.

On behalf of Council I would like to thank Rotary for their offer and trust that our mutual association will enhance the Cemetery so that residents can be proud of in the future.

Yours faithfully

A handwritten signature in black ink, appearing to read 'L J Calneggia'.

L J Calneggia  
CHIEF EXECUTIVE OFFICER

23 December 2011



# THE ROTARY CLUB OF WAGIN

A.B.N. 56 064 774 464

WESTERN AUSTRALIA

P.O. Box 242, WAGIN. WA. 6315



Meetings 6.30pm Monday at Lesser Town Hall, Tavistock Street, Wagin.

President: Brenton Aughey Ph: (08)9861 1086 Secretary: Paul Powell Ph: (08)9861 1673

7 March 2012

## The Wagin Cemetery Upgrade project.

Following a recent survey of the Wagin Cemetery and research into facilities available at other regional cemeteries it was found that the Wagin Cemetery was inadequate in the following areas;

- The current parking for mourners is dysfunctional and presents great challenges to the frail and infirm.
- The current practice of parking on the north side of the Arthur Road and congregating at the main entrance creates a dangerous situation with traffic on Arthur Road.
- There is no shelter for mourners and the funeral cortege from either the summer heat or the winter rains.
- There is no designated area for mourners to safely congregate.
- Accessibility to the graves for pedestrians can be difficult as some of the paths and roadways are in poor condition.
- There are no toilets.
- Fencing is old and in disrepair.
- The flora is unsightly.
- The Cemetery has a "run-down" appearance and is unsightly.

We feel that the best way to address these issues and provide Wagin with a Cemetery that was functional, aesthetically pleasing and suitable for future needs is to re-develop the area by;

- Developing a new parking area on the south west corner with parking for up to 96 vehicles with an overflow facility.
- Create a new main entrance and access road.
- Providing an undercover area for mourners and the funeral cortege.
- Installing toilets.
- New fencing.
- New flora.

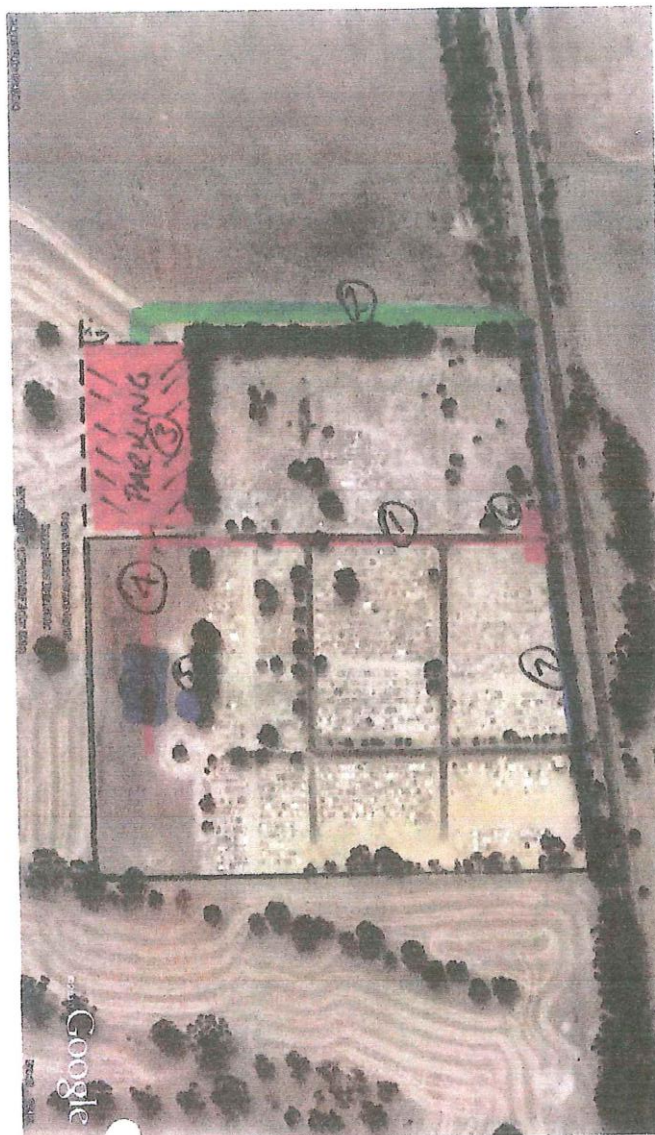
Strategy to progress the project.

The first steps to get the project underway will be;

- Produce a conceptual drawing.
- Establish the cost of acquiring land for the proposed parking area and costs associated with surveying and land transfer etc.
- Undertake costings for all buildings, fencing and earthworks.
- Research funding options; grants, Council and public donations.
- Public consultation.

We will be seeking Council assistance on much of this research.

- ① MAIN DRIVE
- ② ALTERNATIVE MAIN DRIVE
- ③ PARKING
- ④ UNDER COVER SHELTER FOR HEARSE & MOURNERS WITH SEATING
- ⑤ TOILET
- ⑥ NEW MAIN ENTRANCE
- ⑦ PICKET FENCE & NEW SUITABLE PLANTS



2















**14. ANNOUNCEMENT OF PRESIDENT AND COUNCILLORS**

## a) Elected Members

Cr Howell reported to Council that she had contacted the school regarding painting of the "Old Fountain" located in the Town Park. She advised that the school expressed a keen interest and would provide a concept plan to present to Council.

Cr Howell advised she had attended the local government conference, stating she had gained a lot and felt the conference was very worthwhile. She stated the sessions she had attended were brilliant and networking with other councillors from various local governments was very useful.

Cr Brockwell reiterated Cr Howells comments regarding the local government conference, and stated the visit to the Serpentine Airport was a definite highlight for the week. He also updated Council on the status of the impending "Wagin Burnouts Competition" that he is currently organising and the Liquor Licence requirements issues to hold this event.

Shire President Cr P J Blight announced that he had attended the following meetings and functions;

|            |                                 |
|------------|---------------------------------|
| 30/07/2014 | Met with Minister for Transport |
| 1/08/2014  | Tom Quilty Cup - Handover       |
| 6/08/2014  | Local Government Week           |

## b) Officer's

Nil

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

Nil

**17. CLOSURE**

The meeting closed at 9.55 pm.

I certify that this copy of the Minutes is a true and correct record of the meeting held on  
26 August 2014.

Signed: .....  
*Presiding Elected Member*

Date: .....