



SHIRE OF WAGIN

ORDINARY MEETING OF COUNCIL

Agenda

23 June 2020

President and Councillors

An Ordinary meeting of Council is called for Tuesday 23rd June 2020 commencing at 7:00pm
in the Shire of Wagin Council Chamber, 2 Arthur Road, Wagin

W.T. Atkinson
ACTING CHIEF EXECUTIVE OFFICER

19th June 2020

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

ANNUAL ELECTORS MEETING 24 MARCH 2020

COUNCIL DECISION

Moved: Cr.

Seconded: Cr.

That the minutes of the Annual Electors Meeting 24th March 2020 be received.

Carried

WORKS AND SERVICES COMMITTEE MEETING 11 JUNE 2020

COUNCIL DECISION

Moved: Cr.

Seconded: Cr.

That the minutes of the Works and Services Committee Meeting of 11th June 2020 be received.

Carried

BUSHFIRE ADVISORY COMMITTEE MEETING 17 JUNE 2020

COUNCIL DECISION

Moved: Cr

Seconded:

That the minutes of the Bushfire Advisory Committee Meeting held 17th June 2020 be received.

Carried

AUDIT COMMITTEE MEETING 18 JUNE 2020

COUNCIL DECISION

Moved: Cr

Seconded:

That the minutes of the Audit Committee Meeting held 18th June 2020 be received.

Carried

TOWNSCAPE ENHANCEMENT COMMITTEE MEETING 18 JUNE 2020

COUNCIL DECISION

Moved: Cr

Seconded:

That the minutes of the Townscape Enhancement Committee Meeting held 18th June 2020 be received.

Carried

COUNCIL DECISION

Moved: Cr

Seconded:

That the minutes of the Ordinary Council Meeting of held 26th May 2020 be confirmed as true and accurate

Carried

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DISCLAIMER

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In particular and without derogating in any way from the broad disclaimer above, in any discussion regarding any planning application or application for a licence, any statement or intimation of approval made by a member or officer of the Shire of Wagin during the course of any meeting is not intended to be and is not to be taken as notice of approval from the Shire of Wagin. The Shire of Wagin warns that anyone who has any application lodged with the Shire of Wagin must obtain and should only rely on written confirmation of the outcome of the

application, and any conditions attaching to the decision made by the Shire of Wagin in respect of the application.

9. STATUS REPORT – MAY 2020

FINANCE AND ADMINISTRATION

Date	Resolution #	Officer	Description	Action	Status	Questions & Comments
28 April 2015	2702	CEO	Puntapin Rock Dam		That Council advise Water Corp that it is prepared to accept the responsibility and vesting of the Puntapin Dam and associated reserves and infrastructure.	Contacted June 2019, awaiting finalisation of the SW Native Title Settlement
24 Sept 2019	4111	DCEO/DG	Wetlands Playground Development	That the Wetlands Park Development Business Case / Project Brief be endorsed, and a quotation be sought to engage a Landscape Architect to develop a design plan	Advertisement period completed with minor feedback considered by the Townscape Committee and changes to plan effected where necessary. Plan now finalised.	
26 Nov 2019	4145			That Ecoscape be engaged to carry out the Wetlands Park Playground design		
24 March 2020	4218			That the Wetlands Park Playground Concept Master Plan be endorsed, advertise the proposed Master Plan for public comment for a period of 21 days and staff to commence the process to secure grant funds for stages 1,2 & 3 of the project.		
24 Sept 2019	4123	CEO	Endorsement of Waste Local Law – 4WDL VROC Collaboration	That Council endorse commencing the process of introducing a Waste Local Law and that a collaborative approach between the 4WDL VROC Local Governments taken		Progressing

FINANCE AND ADMINISTRATION

Date	Resolution #	Officer	Description	Action	Status	Questions & Comments
				with The Shire of Williams facilitating the process		
26 Nov 2019	4146	DCEO	Electronic Information Sign	That S-Tech LED Tech be appointed as the preferred supplier of the new Electronic Information sign – and invite them to conduct a presentation / demo at the next Townscape Enhancement Committee	Main Roads WA has approved location of sign. Townscape Committee finalising sign specifications.	Townscape Committee considering in conjunction with Library scape development.
25 Feb 2020	4188	CEO	Town Entry Statements	That the four (4) entry statements into Wagin be refurbished within the current Tourism Budget	Entry Statements have been cleaned. Awaiting contractor to complete refurbishment	
24 March 2020	4219	DCEO/DG	Giant Ram Appearance issues and maintenance	That maintenance work and painting of 'Bart' the Giant Ram be considered in the 2020 /2021 Council Budget	Staff obtaining quotes for the 20/21 budget. Quotes received and will be factored into the 20/21 budget.	
24 March 2020	4230	MOW	Gopher Friendly Footpaths	That the Manager of Works assess the current gopher crossings and present costings for the 2020/2021 budget.	Survey underway	
24 March 2020	4245	CEO	Review of Council Numbers	That Council advise the Wagin community that it is considering a reduction of Elected Numbers from 11 to 9 effective from the Ordinary Local Government Elections October 2021. The proposal to be advertised in the Wagin Wool Press and Narrogin Observer with public submissions closing 6 weeks after first advertised	Agenda Report completed.	Additional steps now required in process, has necessitated it to be recommended.
26 May 2020	4273	DCEO	Administration Policy 22 – Temporary Employment of	Update Council Policies	Completed June 2020	

FINANCE AND ADMINISTRATION

Date	Resolution #	Officer	Description	Action	Status	Questions & Comments
			Acting Chief Executive Officer			
26 May 2020	4274	DCEO	Administration Policy 23 – Attendance of Events	Update Council Policies	Completed June 2020	
26 May 2020	4275	MF	Schedule of Fees and Charge 2020/2021	Adopt New Fees and Charges	New Fees and Charges will be advertised on Council's Website	To commence as at the 1 st July 2020
26 May 2020	4276	ACEO	Wait-Jen Trail – Functional Tourist Attraction	Conduce assessment and prepare a report on the condition of the trail.	Completed	
26 May 2020	4277	ACEO	Wagin Trotting Club – Illumination of Bart the Ram	Develop a proposal to illuminate Bart the Giant Ram. Research funding opportunities	Costs being obtained	
26 May 2020	4278	ACEO	Implementation of Proposed Annual Flowering Program and Enhancement of Specified Areas	Undertake program within the parameters of the current Townscape Program	Commenced	
26 May 2020	4285	MF	Community Budget Requests 2019/2020	Carry forward the non-acquitted Community Budget Request Projects to the 20/21 Budget	All non-acquitted Community Budget Request Project applicants have been written to and advised	Completed
26 May 2020	4286	ACEO	Wagin Townscape and Tourism Advisory Committees – Administrative Support Arrangements	This will be implemented by staff with regards to the two Committees	Ongoing	
26 May 2020	4288	ACEO	Finance Policy 22 – COVID - 19 Financial Hardship	The policy to be re-presented back to Council at the June 2020 Council meeting after feedback from Councillors	Agenda item and revised policy presented for adoption at the June 2020 Council meeting	

HEALTH, BUILDING AND PLANNING

Date	Resolution #	Officer	Description	Action	Status	Questions & Comments
24 May 2011	1619	CEO	Proposed Residential Subdivision – Lot 896 Arnott Street	Staff not to progress development until further consideration of future needs be determined.		No action at this stage.
26 Mar 2013	2129	CEO	Future Accommodation Requirements – Library/Gallery/Tourist information HACC	CEO to seek concept plans for alternative future venues.		Refer #3776 Fin & Admin Is this resolution still current
20 Nov 2018	3928	DCEO	Wagin Sportsground and Recreation precinct development plan	That Council appoint CCS Strategic and ADC Projects to undertake the Wagin Sportsground and Recreation precinct planning project on the following basis: undertake stage 1 – needs assessment in 2018/2019 for \$24,200 plus on costs and subject to Council approval undertake stage 2 – feasibility study in accordance with quoted figure in 2019/20220		Phase 1 in progress, and report to be presented to Council Phase 1 report completed, presentation to Council 27/06/2019. Phase 2 in progress
26 March 2019	3973			That Council give approval for CCS Strategic and ADC Projects to undertake the Wagin Sportsground and Recreation Precinct Plan Stage 2 – Feasibility Study		Presentation undertaken 31/10/2019 awaiting final masterplan Final Report to be adopted by Council
25 Feb 2020	4200			That Council Receive and Endorse the Sportsground & Recreation Precinct Masterplan feasibility study report, endorse masterplan option 5 and issue the report for further community comment.	Community Meeting rescheduled due to COVID 19 to the 8 th July 2020.	

HEALTH, BUILDING AND PLANNING

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

HEALTH, BUILDING AND PLANNING

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

WORKS AND SERVICES

Date	Resolution #	Officer	Description	Action	Status	Questions & Comments
27 Feb 2018	3456	MOW	Audit of Piesseville – Tarwonga Road from Thompson Road through to Dohle’s S Bend	That Council audit the potential hazard on these S – bends to determine whether the Camber on the bends is correct		Engineer contacted.
24 Sept 2019	4109	MOW	Town Entrances	That Council investigate tidying the entrances to town by contacting Main Roads to carry out the tidy up of road verges.	Awaiting Traffic Management Plan to accompany application for approval	
24 March 2020	4228	MOW	Truck Parking Area – Collie Lake King Road	That Council design and cost a truck parking bay at lot 436 Collie Lake King Road.		
24 March 2020	4229	MOW	BP Crossover – Ranford Street	That the Manager of Works assess the Ranford Street crossover at BP and bring a proposal to Council.		BP to carry out repairs to crossover.
26 May 2020	4287	MOW/ACEO	Unicorn Street – Street Lighting	Conduct a Street Lighting Needs Assessment	Report prepared	

10.1.3**CLOSURE**

There being no further business the Chairperson thanked those in attendance and closed the meeting at 6:40 pm

10.2. WORKS AND SERVICES COMMITTEE MEETING 11 JUNE 2020

OPENING: Meeting opened at 2:04pm

ATTENDANCE: Cr G R Ball Chairperson
Cr J P Reed Member
Cr B L Kilpatrick Member

STAFF: Mr W T Atkinson Acting Chief Executive Officer
Mr A D Hicks Manager of Works
Miss K E Lloyd Works Administration Officer

APOLOGIES: Cr G K B West Member

GALLERY: Nil

DECLARATION OF INTEREST:
Nil

CONFIRMATION OF PREVIOUS MEETING MINUTES

COMMITTEES RECOMMENDATION

Moved: Cr. B L Kilpatrick

Seconded: Cr. J P Reed

That the minutes of the Works and Services Committee meeting of 17th March 2020 be accepted as a true and correct record.

Carried 3/0

BUSINESS ARISING

Nil

CORRESPONDENCE AND REPORTS

- 2020/2021 Works Program
- Plant Replacement Program
- Traffic Islands – Ventnor Street

URGENT BUSINESS

Nil

CLOSURE

10.2.1 CORRESPONDENCE AND REPORTS

10.2.1.1 2020/2021 WORKS PROGRAM

PROPONENT:	Manager of Works
OWNER:	Shire of Wagin
LOCATION/ADDRESS:	
AUTHOR OF REPORT:	Manager of Works
SENIOR OFFICER:	Acting Chief Executive Officer
DATE OF REPORT:	5 th June 2020
PREVIOUS REPORT(S):	10 th June 2019
DISCLOSURE OF INTEREST:	Nil
FILE REFERENCE:	N/A
ATTACHMENTS:	2020/2021 Works Program

BRIEF SUMMARY:

To review the 2020/2021 Works Program.

BACKGROUND/COMMENT:

The Works Committee is to review the 2020/2021 Works Program to discuss and prioritise any works in the upcoming budget.

This is an opportunity for members to have an input into prioritising future works in the 2020/2021 budget.

CONSULTATION/COMMUNICATION:

Nil

STATUTORY/LEGAL IMPLICATIONS:

Nil

POLICY IMPLICATIONS:

Nil

FINANCIAL IMPLICATIONS:

2020/2021 Budget

STRATEGIC IMPLICATIONS:

Nil

VOTING REQUIREMENTS:

Simple Majority

OFFICERS & COMMITTEES RECOMMENDATION

Moved: Cr. B L Kilpatrick

Seconded: Cr. J P Reed

That the Committee recommend:

The Works Program as presented and amended, be considered in the 2020/2021 budget.

Carried 3/0

2020/2021 ROAD / FOOTPATH PROGRAM

CAPITAL RENEWAL	R-No	DESCRIPTION	COST	RRG	RTR	B/SPOT	SHIRE	START	FINISH	LENGTH	DAYS	COMMENTS
Bullock Hills Road	4	Reconstruct Seal Widen	80,056		60,056		20,000	7.61	8.61	1.00	10	Ongoing
Badgarning Road	64	Clear Widen and Form	20,000				20,000	0.21	3.62	3.41	15	Finish
Beaufort Road	2	Extend Culverts	30,000				30,000	6.82	9.54	2.72	20	Ongoing
Beaufort Road	2	Mulch/Clear Widen Verge	50,000				50,000	1.60	6.82	5.22	15	Ongoing
Bullock Hills Road	4	Extend Culverts	30,000				30,000	6.82	9.54	2.72	20	Ongoing
Gopher Ramps	Various	Cement Crossovers	5,000				5,000				15	Finish
FOOT PATHS												
Trimdon Street	139	Trent to Leake Lane	45,000				45,000	0.144	0.20	0.056	5	Ongoing
Strickland Street	114	Upland to Unit	49,000				49,000	0.20	0.40	0.20	4	Finish
Arnott Street	155	Ware to Leonora	25,000				25,000	0.12	0.25	0.13	4	Ongoing
KERBING												
Ballagin Street	176	East Side	17,000				17,000	0.34	0.58	0.24	5	Ongoing
Ballagin Street	176	West Side	20,000				20,000	0.27	0.55	0.28	5	Finish
Strickland Street	114	West Side	13,000				13,000	0.10	0.20	0.10	4	Ongoing
Nalder Street	148	Both Sides	15,000				15,000	0.00	0.19	0.19	4	Ongoing
RESEALS												
Norrington Road	9	Reseal	60,000		60,000			3.49	6.63	3.14	4	Finish
Rifle Street (golf club road)	126	Reseal	25,000		25,000			2.12	3.32	1.20	2	Finish
Unicorn Street	157	Reseal	7,000		7,000			0.00	0.12	0.12	1	Finish
Beaufort Road	2	Reseal	70,000		70,000			1.56	5.70	4.14	4	Ongoing
Corrector Seals		Swimming Pool Entrance	30,000				30,000			417 m2	1	Finish
CAPITAL UPGRADE												
Buttfield Street	213	Gravel Sheet	28,000				28,000	0.00	0.75	0.75	15	Ongoing
Sprigg Road	34	Clear Widen/Form	20,000				20,000	0.00	3.00	3.00	15	Ongoing
TOWN	Various	Drainage	15,000				15,000				20	Various
Gundaring Nth Road	39	Gravel Sheet	48,000				48,000	2.56	5.56	3.00	12	Ongoing
Piesseville Jaloran Road	22	Gravel Sheet	48,000				48,000	0.24	3.11	2.87	15	Ongoing
Robinson Road	87	Gravel Sheet	52,000				52,000	6.10	9.64	3.54	5	Finish
Dongolocking Road	1	Reconstruct Seal Widen	225,453	150,302			75,151	3.71	6.21	2.50	14	Ongoing
Jaloran Road	5	Reconstruct Seal Widen	225,453	150,302			75,151	14.50	15.74	1.24	5	Finish
GENERAL WORKS												
MAINTENANCE	Various	Bridge/Drainage	22,500				22,500					Various
MAINTENANCE	Various	Unscheduled	110,000				110,000					Various
MAINTENANCE	Various	Mtce/Grade/etc	190,000				190,000					Rural Roads
WOOLORAMA/PREP			55,000				55,000					
RURAL TREE PRUNING	Various	Clear Widen and form	100,000				100,000				20	Ongoing
TOTAL			\$ 1,730,462	\$ 300,604	\$ 222,056	\$ -	\$ 1,207,802					

Capital Only	1,252,962	300,604	222,056	-	730,302
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Blackspot Funding					1,252,962
RRG Funding	300,604				
Roads to Recovery Funding	222,056				

RURAL TREE PRUNING									
ROAD	R-No	DESCRIPTION	START	FINISH	LENGTH	DAYS	Grader	Contract	cost
Warup West	16	Boyalling Road East	2.58	5.46	2.88	2.5	1200	6050	7250
Boyalling	28	Dellyanine North	3.82	7.84	4.02	4	1800	9680	11480
Nallian	38	East of Jaloran	0.00	2.30	2.30	2.5	1200	6050	7250
Edwards	80	North of Evans	8.70	10.25	1.55	2	1200	4840	6040
Jaloran	5	Sth of Piesseville-Jaloran	17.38	19.08	1.70	2	1200	4840	6040
Piesseville-Jaloran	22	West of Jaloran home	0.11	4.11	4.00	4	1800	9680	11480
Edwards	80	North of Jaloran	0.04	2.34	2.30	3	1200	5060	6260
Rowells	21	South of Dongolocking	8.71	12.81	4.10	4	1800	9020	10820
Rowells	21	South of Dongolocking	5.38	6.13	0.75	1	500	1650	2150
Sutherlands	42	East of Behn-Ord	0.00	1.57	1.57	2	1000	3454	4454
Ballaying South	18	South of Bullock Hills	6.70	9.80	3.10	3	1200	7500	8700
Bullock Hills	4	West of Ballaying Sth	20.49	22.14	1.65	2	1200	4125	5325
Hall	84	North of Wagin Wickepin	0.00	0.60	0.60	1	1000	2500	3500
							16300	74449	90749

10.2.1.2 PLANT REPLACEMENT PROGRAM

PROPONENT:	Manager of Works
OWNER:	Shire of Wagin
LOCATION/ADDRESS:	
AUTHOR OF REPORT:	Manager of Works
SENIOR OFFICER:	Acting Chief Executive Officer
DATE OF REPORT:	5 th June 2020
PREVIOUS REPORT(S):	10 th June 2019
DISCLOSURE OF INTEREST:	Nil
FILE REFERENCE:	N/A
ATTACHMENTS:	2020/2021 Plant Replacement Program

BRIEF SUMMARY:

To review the Plant Replacement Program.

BACKGROUND / COMMENT:

The Works Committee to review the 2020/2021 Plant Replacement Program to discuss the changeover of future vehicles within the Works and Construction Department.

This is an opportunity for members to have an input into prioritising changeovers, and to comment on trade-ins that have been undertaken already.

CONSULTATION/COMMUNICATION:

Nil

STATUTORY / LEGAL IMPLICATIONS:

Nil

POLICY IMPLICATIONS:

Nil

FINANCIAL IMPLICATIONS:

2020/2021 Budget

STRATEGIC IMPLICATIONS:

Nil

VOTING REQUIREMENTS:

Simple Majority

OFFICERS & COMMITTEES RECOMMENDATION

Moved: Cr. G R Ball

Seconded: Cr. B L Kilpatrick

That the Committee recommend:

The Plant Replacement Program as presented, be considered in the 2020/2021 budget.

Carried 3/0

SHIRE OF WAGIN 10 YEAR PLANT REPLACEMENT PROGRAM 2020/2021 - 2029/2030

Plant #	Description	Year Purchased	Replacement Period (Years)	2019/20 Budget	2019/20 Actual	2020/21 Budget	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30
P01	Isuzu MU-X LST SUV Wagon (2019) - CEO	2019/2020	4	20,000	9,364				22,000				24,000		
P02	Isuzu MU-X LST SUV Wagon (2018) - DCEO	2018/2019	4					20,000				22,000			
P04	Isuzu D-Max Crew Ute (2017) - MOW	2016/2017	4			18,000			20,000				22,000		
P05	Mazda CX5 GT SUV Wagon (2018) - Doctor	2017/2018	4				22,000				24,000				26,000
P08	Holden ZB Commodore Calais (2018) - EHO/BS	2018/2019	4					16,000				18,000			
P09	WCM 30 Front End Loader (2006) - Refuse Site	2011/2012	Not Replacing												
P10	Komatsu Grader (2014)	2014/2015	7			250,000								250,000	
P11	Komatsu Loader (2018)	2017/2018	5 to 6						200,000						200,000
P12	Komatsu Grader (2018)	2018/2019	7								240,000				
P14	Isuzu Side Tipper Truck 13t (2019)	2019/2020	5 to 7	160,000	144,804							130,000			
P15	Bomag Multi Tyred Roller (2007) - Maint Grade	2007/2008	Not Specified												
P16	Isuzu Truck 6t (2016)	2016/2017	5 to 7					55,000					65,000		
P18	Kubota Ride on Mower (2019)	2019/2020	10		22,706										25,000
P19	Dynapac Steel Roller (2009)	2007/2008	10				135,000								
P20	John Deere Tractor (2005)	2005/2006	Not Specified				65,000								
P21	Isuzu Crew Cab (2016)	2016/2017	5 to 7					50,000					60,000		
P22	John Deere Mower (2015)	2015/2016	6 to 10					8,000							
P24	Toyota Hilux Workmate Ttop (2010) - Other	2010/2011	4 to 10			20,000								22,000	
P25	Toyota Hilux Workmate Ttop (2010) - Gardener (Elsie)	2010/2011	4 to 10	20,000		20,000					20,000				
P26	Mitsubishi Triton Ttop (2014) - Gardener (Mike)	2014/2015	4 to 10							18,000					
P27	Mitsubishi Triton Ttop (2014) - Building Maintenance	2014/2015	4 to 10				17,000						18,000		
P38	Mahindra Pick-up Ttop (2016) - Ranger	2015/2016	4 to 10					14,000			16,000				20,000
P39	Case Skid Steer (2013)	2013/2014	8 to 10				40,000								
P40	Isuzu Side Tipper Truck 13t (2018)	2018/2019	5 to 7							120,000					
P42	Isuzu Side Tipper Truck 13t (2013)	2013/2014	5 to 7					140,000						135,000	
P43	Toro Ride on Mower (2013)	2013/2014	10	28,000						20,000					20,000
P47	Caterpillar Backhoe Loader (2012)	2015/2016	10							90,000					
P48	Tennant Street Sweeper (2008)	2015/2016	6 to 10				40,000					50,000			
P49	Multipac Multi Tyred Roller (2016)	2016/2017	10									120,000			
P50	Toyota Hilux Workmate Ttop (2017) - Gardener (Tracy)	2017/2018	4 to 10						18,000					18,000	
P51	Forklift (2018)	2018/2019	Not Specified												
P52	Kubota RTV Gator (2019)	2019/2020	Not Specified	20,000	20,953										
P85	Toyota Hilux Workmate Ttop (2010) - Maint Grader	2010/2011	4 to 10			20,000					18,000				
P94	Toyota Hilux Workmate Ttop (2019) - Mechanic	2019/2020	4 to 10		24,803										26,000
	Stump Grinder/Mulcher - Operating Expenditure			9,000	9,000										
TOTAL				257,000	231,630	328,000	319,000	303,000	260,000	248,000	318,000	340,000	189,000	425,000	317,000
RESERVE FUND				2019/20	Actual	2020/21	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27	2026/27	2026/27	2026/27
Opening Balance				233,074	233,074	302,669	280,722	267,337	269,684	315,077	373,379	362,846	330,103	447,705	331,659
Interest				5,827	4,225	6,053	5,614	5,347	5,394	6,302	7,468	7,257	6,602	8,954	6,633
Transfer In				40,000	65,370	0	0	0	40,000	52,000	0	0	111,000	0	0
Transfer Out				0	0	28,000	19,000	3,000	0	0	18,000	40,000	0	125,000	17,000
Closing Balance				278,901	302,669	280,722	267,337	269,684	315,077	373,379	362,846	330,103	447,705	331,659	321,293
Municipal Contribution				297,000	297,000	300,000									

10.2.1.3 TRAFFIC ISLANDS – VENTNOR STREET

PROPONENT:	Manager of Works
OWNER:	Shire of Wagin
LOCATION/ADDRESS:	
AUTHOR OF REPORT:	Manager of Works
SENIOR OFFICER:	Acting Chief Executive Officer
DATE OF REPORT:	5 th June 2020
PREVIOUS REPORT(S):	Nil
DISCLOSURE OF INTEREST:	Nil
FILE REFERENCE:	N/A
ATTACHMENTS:	Nil

BRIEF SUMMARY:

The Shire has received a request to install traffic islands on Ventnor Street between Tudhoe and Vernal Street which is a 16-tonne load limit section of road.

BACKGROUND / COMMENT:

Heavy vehicle (network 4) are operating on Ventnor Street between Tudhoe and Vernal Street which is posted as a 16 tonne load limit. These heavy vehicles are not permitted to access this section of road and it becomes a traffic hazard when turning onto Tudhoe Street, these operations will incur damage to Ventnor Street.

The Manager of Works would like to engage Main Roads Engineer, Rod Munns to design the traffic islands on either end of Ventnor Street between Tudhoe and Vernal Streets for recommendation in the 2020/2021 budget at a cost of \$5,000.

CONSULTATION /

COMMUNICATION:

Rod Munns

STATUTORY / LEGAL IMPLICATIONS:

Nil

POLICY IMPLICATIONS:

Nil

FINANCIAL IMPLICATIONS:

2020/2021 Budget

STRATEGIC IMPLICATIONS:

Nil

VOTING REQUIREMENTS:

Simple Majority

OFFICERS RECOMMENDATION

Moved: Cr.

Seconded: Cr.

That traffic islands be installed on Ventnor Street, between Tudhoe and Vernal Street at a cost of \$5,000 to the 2020/2021 budget.

COMMITTEES RECOMMENDATION

Moved: Cr. G R Ball

Seconded: Cr. B L Kilpatrick

That budget provision of \$5,000 be made for traffic islands to be installed in Ventnor Street, between Tudhoe Street and Vernal Street. The profile of the proposed islands to be carried out by way of sandbagging during harvest, to ascertain their probable impact, prior to them being installed.

Carried 3/0

10.2.3 GENERAL BUSINESS

Nil

10.2.4 CLOSURE

There being no further business the Chairman thanked those in attendance and closed the meeting at 3.24 pm.

10.2.1.1 2020/2021 WORKS PROGRAM

COMMITTEES RECOMMENDATION

Moved: Cr.

Seconded:

The Works Program as presented and amended, be considered in the 2020/2021 budget.

Carried

10.2.1.2 PLANT REPLACEMENT PROGRAM

COMMITTEES RECOMMENDATION

Moved: Cr.

Seconded:

The Plant Replacement Program as presented, be considered in the 2020/2021 budget.

Carried

10.2.1.3 TRAFFIC ISLANDS – VENTNOR STREET

COMMITTEES RECOMMENDATION

Moved: Cr.

Seconded: Cr.

That budget provision of \$5,000 be made for traffic islands to be installed in Ventnor Street, between Tudhoe Street and Vernal Street. The profile of the proposed islands to be carried out by way of sandbagging during harvest, to ascertain their probable impact, prior to them being installed.

Carried

10.3 BUSHFIRE ADVISORY COMMITTEE MEETING 17 JUNE 2020

OPENING: The Chairperson declared the meeting open at 4.05pm and welcomed those in attendance.

ATTENDANCE:

Cr P J Blight	Chairperson
Mr R Goldsmith	CBFCO
Mrs C Goldsmith	FCO
Mr X White	Deputy CBFCO1
Mr C Clifton	FCO
Mr S Angwin	FCO
Mr W T Atkinson	Acting CEO
Mrs D George	CLO

APOLOGIES:

Mr A Rowell	Deputy CBFCO2
Mr S Vogel	DFES
Mr B Roderick	Deputy CEO

PUBLIC FORUM

Nil

DECLARATION OF INTEREST

Nil

CONFIRMATION OF PREVIOUS MEETING MINUTES

COMMITTEES RECOMMENDATION

Moved: Mrs C Goldsmith

Seconded: Mr C Clifton

That the minutes of the Bushfire Advisory Committee Meeting held on the 17th March 2020 be confirmed as true and correct.

Carried

BUSINESS ARISING

Gift cards – To be considered by Captains and reviewed – cards have long life span.

CORRESPONDENCE AND REPORTS

- Shire Fire Management Requirements

GENERAL BUSINESS

Nil

CLOSURE

10.3.1 CORRESPONDENCE AND REPORTS

10.3.1.1 SHIRE FIRE MANAGEMENT REQUIREMENTS REVIEW 2020/2021

PROPONENT:	Chief Bushfire Control Officer
OWNER:	Shire of Wagin
LOCATION/ADDRESS:	
AUTHOR OF REPORT:	Community Liaison Officer
SENIOR OFFICER:	Acting Chief Executive Officer
DATE OF REPORT:	16 th June 2020
PREVIOUS REPORT(S):	N/A
DISCLOSURE OF INTEREST:	N/A
FILE REFERENCE:	
ATTACHMENTS:	Shire Fire Management Requirements – Under Separate Cover

BRIEF SUMMARY:

To review and recommend to Council changes to Council's Fire Management Requirements for the 2020/2021 year and fire season.

BACKGROUND/COMMENT:

Each year the Shire sends to all ratepayers, through the annual rating process, the Shire's Fire Management Requirements.

This document contains all relevant information and requirements pertaining to the Shire's fire management form both the Bushfire Act and from a local Shire level.

At the March Bushfire Committee meeting it was agreed to change the dates to the Prohibited and Restricted Burning Periods as per below. This was adopted by Council at the March Ordinary Council meeting.

COMMITTEE RECOMMENDATION AND COUNCIL DECISION

That the following new Prohibited and Restricted Burning Period dates be endorsed:

Restricted 1st October to 31st October – Permit Required
Prohibited 1st November to 14 March - No Burning or issuing of Permits
Restricted 15th March to 30th April – Permit Required

Carried

The Bushfire Committee are now required to review the whole document and recommend further relevant changes to Council. Once the changes are adopted, they can then be updated in the new Fire Management Requirements document for the 2020/2021 year.

The Following Changes were recommended to the Fire Management Requirements document for 2020/2021.

Changes per page:

Facing Page: Amend “by Order of the Council – Peter Webster”
to “by Order of the Council Chief Executive Officer”

Page titled: Suburban and Residential Blocks
‘Firebreaks at least 3 metres”

Under Rural Land

FIRE FIGHTING EQUIPMENT
“Where the landowners total land holding is five (5) hectares or greater, a readily mobile operational fire fighting unit onsite containing a minimum of 400 litres of water on standby and available for inspection”

Page beginning: **For plantations up to 50 hectares in size:**
Under the Plantation Area columns – remove the ‘fast attack’ column down and remove the 50 – 100 line across
Amend the 100 – 1000 column across to read 50 – 1000

Add in: Plantations established prior to publication amendment date – are encouraged to comply.
Plantations established after publication amendment date – must comply.

HAZARD REDUCTION PROGRAMME heading to be moved to sit above ‘Nuisance Smoke’

Page titled **“Hints for Burning” amend to “Minimum Standards for burning”**
Add in dot point – Have the ability to contain your fire
Underline – BBQ’s and INCINERATORS
CAMPFIRES

Page titled **Fire Danger Rating:**
Remove “The Shire falls under the Beaufort Weather District”

Red Section – “The total Fire Ban – etc” paragraph to be larger font

Page titled: **The Harvest Ban Hotline Number**
Amend section in blue – Any ban will be communicated via a combination of ABC, local radio, SMS and the Bush Fire Brigades radio network.
“Listen to ABC radio on 558” - remove 630am

Bottom of page
All (i) (ii) sections to remove the word capacity – making them all read after the size: “litres of capacity”

Page titled **Bush Fire Brigade Contact Details:**
Amend Ian McDougall’s number
Remove Tristan Moffatts number

CONSULTATION/COMMUNICATION:

Shire CBFCCO

STATUTORY/LEGAL IMPLICATIONS:

Local Government Act 1995

Bushfires Act 1954

POLICY IMPLICATIONS:

Nil

FINANCIAL IMPLICATIONS:

Nil

STRATEGIC IMPLICATIONS:

Nil

VOTING REQUIREMENTS:

Simple

COMMITTEE RECOMMENDATION

Moved: R Goldsmith

Seconded: S Angwin

That the Council Fire Management Requirements 2020/2021 be updated in accordance with the changes and review of the Bushfire Advisory Committee.

Carried: 6/0

10.3.2 URGENT BUSINESS

Wedgecarrup Truck Issues

The Shire mechanic has dealt with the radiator issue and the truck has been serviced. A new hose crank handle to be ordered and the shire mechanic will secure to the unit.

Local Emergency Management

With current pressures from government agencies to have meetings on a more regular basis – which have received little local interest – the Chair encouraged the group to get in touch with the Shire if there was an issue which needed to be addressed by the committee, and if not correspondence was provided to change that – meetings will continue as previous.

10.3.3 CLOSURE

With no further business the acting chairperson thanked those in attendance and declared the meeting closed at 5.00pm

10.3.1.1 SHIRE FIRE MANAGEMENT REQUIREMENTS REVIEW 2020/2021

COMMITTEE RECOMMENDATION

Moved: Cr.

Seconded: Cr.

That the Council Fire Management Requirements 2020/2021 be updated in accordance with the changes and review of the Bushfire Advisory Committee.

Carried

10.4 AUDIT COMMITTEE MEETING 18 JUNE 2020

OPENING Meeting opened at 4.00 pm.

ATTENDANCE	Cr P J Blight	Chairperson
	Cr G R Ball	Member
	Cr J P Reed	Member
	Cr B S Hegarty	Member
	Cr W Longmuir	Member (Proxy)

STAFF:	Mr W T Atkinson	Acting Chief Executive Officer
	Mr B A Roderick	Deputy Chief Executive Officer
	Mrs T A Hall	Manager of Finance
	Mrs C Painter	Compliance Projects Officer

APOLOGIES:	Cr B L Kilpatrick	Member
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GALLERY: Nil

PUBLIC FORUM (PETITIONS/DEPUTATIONS/PRESENTATIONS)

Nil

DECLARATION OF INTEREST

Nil

CONFIRMATION OF PREVIOUS MEETING MINUTES/BUSINESS ARISING

COMMITTEE RECOMMENDATION

Moved: Cr. G R Ball

Seconded: Cr. J P Reed

That the minutes of the Audit Committee Meeting held on 21 April 2020 be accepted as a true and correct record.

Carried 5/0

CORRESPONDENCE AND REPORTS

- Audit Regulation 17 – Risk Management Review and Financial Management Review

GENERAL BUSINESS

Nil

CLOSURE

10.4.1 CORRESPONDENCE AND REPORTS

10.4.1.1 AUDIT REGULATION 17 – RISK MANAGEMENT REVIEW AND FINANCIAL MANAGEMENT REVIEW

PROPONENT:	
OWNER:	Shire of Wagin
LOCATION/ADDRESS:	Shire of Wagin
AUTHOR OF REPORT:	Manager of Finance / Deputy CEO
SENIOR OFFICER:	Acting Chief Executive Officer
DATE OF REPORT:	15 th June 2020
PREVIOUS REPORT(S):	
DISCLOSURE OF INTEREST:	N/A
FILE REFERENCE:	
ATTACHMENTS:	Review of Financial Management and Regulation 17- Risk Management, Legislative Compliance and Internal Controls report (Under Separate Cover)

BRIEF SUMMARY:

To consider the Risk Management, Legislative Compliance and Internal Controls Review report and recommend it to Council for adoption. To note the Financial Management Review and recommend it be accepted by Council.

BACKGROUND:

The amendment of the Local Government (Audit) Regulations 1996 was gazetted in February 2013, which extended the role of the Audit Committee. The CEO is to review and report on the appropriateness and effectiveness of systems and procedures relating to: Risk Management, Internal Control, and Legislative Compliance. The results of the review are to be presented by the CEO to the Audit Committee every three years.

Local Government (Financial Management) Regulation ("FM Reg") 5(2)(c) states that the CEO is to –

'undertake reviews of the appropriateness and procedures of the local government regularly (and not less than once in every 4 financial years) and report to the local government the results of those reviews'

COMMENT:

Accounting and audit firm Moore Stephens were engaged to undertake both the Regulation 17 - Risk Management, Legislative Compliance and Internal Controls Review and the Financial Management Review. The reviews have been undertaken simultaneously and the results are contained in a single report, which is enclosed for review.

The scope of the reviews is contained in pages 3 and 4 of the review document. There is a significant number of matters identified and raised requiring attention and improvement. Some of these matters are of non-compliance and some of the matters relate to procedure and process.

Management is scheduled to meet on Wednesday to address responses to each matter raised, these responses will be provided to the Committee at the meeting. Management see's the review document as a good guide to improve processes and procedures to ensure compliance and good governance. Council needs to be mindful that we are a small rural local government authority that makes its best endeavors to meet compliance requirements, however does not have the staffing levels or sometimes expertise to carry out all tasks and processes as identified to a *best practice standard* as espoused by the consultants.

STATUTORY ENVIRONMENT:

Local Government (Audit) Regulations 1996 Regulation 17
Local Government (Financial Management) Regulation ("FM Reg") 5(2)(c)

CONSULTATION:

Moore Stephens
Management Staff

FINANCIAL IMPLICATIONS:

Nil

VOTING REQUIREMENTS:

Simple Majority

OFFICERS AND COMMITTEE RECOMMENDATION

Moved: Cr. G R Hegarty

Seconded: Cr. B S Hegarty

That the Committee recommend to Council:

The Risk Management, Legislative Compliance and Internal Controls Review report by the CEO be adopted.

That the Financial Management Review report be noted and accepted.

Carried 5/0

COMMITTEE RECOMMENDATION

Moved: Cr. G R Ball

Seconded: Cr. J P Reed

That the Committee recommend to Council:

That a report of compliance and Improvement timelines be presented to the July meeting of Council.

Carried 5/0

10.4.2 URGENT BUSINESS

Nil

10.4.3 CLOSURE

There being no further business the Chairperson thanked those in attendance and closed the meeting at 5:30pm

10.4.1 AUDIT REGULATION 17 – RISK MANAGEMENT REVIEW AND FINANCIAL MANAGEMENT REVIEW

COMMITTEE RECOMMENDATION

Moved: Cr.

Seconded: Cr.

The Risk Management, Legislative Compliance and Internal Controls Review report by the CEO be adopted.

That the Financial Management Review report be noted and accepted.

Carried

COMMITTEE RECOMMENDATION

Moved: Cr.

Seconded: Cr.

That a report of compliance and Improvement timelines be presented to the July meeting of Council.

Carried

10.5 TOWNSCAPE ENHANCEMENT COMMITTEE MEETING 18 JUNE 2020

OPENING: Meeting opened at 6.08pm.

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

STAFF:	Mr W T Atkinson	Acting Chief Executive Officer
	Mr B A Roderick	Deputy Chief Executive Officer

APOLOGIES:	Mrs R Hoysted	Community Member
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DECLARATION OF INTEREST

Nil

CONFIRMATION OF PREVIOUS MEETING MINUTES

COMMITTEES RECOMMENDATION

Moved: Mrs. D Patterson

Seconded: Cr. GKB West

That the minutes of the Townscape Enhancement Committee Meeting held 20th May 2020 be confirmed as a true and correct record.

Carried 8/0

BUSINESS ARISING

Nil

PUBLIC FORUM

Nil

CORRESPONDENCE AND REPORTS

- Electronic Information Sign
- Town Square Development
- Public Seating in Wagin
- Pine Barriers Refurbishment and Kerb Painting
- Townscape Budget 2020/2021

URGENT BUSINESS

Nil

CLOSURE

10.5.1 CORRESPONDENCE AND REPORTS

10.5.1.1 ELECTRONIC INFORMATION SIGN

PROPONENT:	Shire of Wagin
OWNER:	Shire of Wagin
LOCATION/ADDRESS:	
AUTHOR OF REPORT:	Deputy Chief Executive Officer
SENIOR OFFICER:	Acting Chief Executive Officer
DATE OF REPORT:	16 th June 2020
PREVIOUS REPORT(S):	
DISCLOSURE OF INTEREST:	N/A
FILE REFERENCE:	
ATTACHMENTS:	S-Tech Proposal and Quotation under Separate Cover

BRIEF SUMMARY:

That a set of operational and management guidelines be developed for the operation of the Electronic Advertising Sign and to consider S-Tech's proposal and quotation

BACKGROUND / COMMENT:

The Electronic Sign project has been on-going for some years, the Committee and Council previously resolved the following regarding the purchase of the digital sign.

COMMITTEE AND COUNCIL DECISION

That S-Tech LED Technology be appointed the preferred supplier of the new Electronic Information Sign and invite them to conduct a presentation/demonstration at the next Townscape Enhancement Committee meeting.

Carried

Council is holding \$65,000 in Council and community funds towards this project. Management firmly believe this project should only be considered in the whole Town / Square Development to achieve the best result for the community of Wagin and visitors/tourists to our town.

An application to erect the sign in the south west corner of the development area was submitted to Main Roads Wheatbelt, they have assessed the application and given their approval for the sign to be erected in accordance with their guidelines.

Councillors Geoff West and Sherryl Chilcott, Mark Banks, and Shire staff members Brian Roderick and Donna George met with representative of S-Tech at their offices in Canning Vale.

Key points of the meeting and presentation:

- S-Tech have significant experience in LED signage, electronics and technology. The company has been in operation since 2004.
- They have provided digital signs for large Perth businesses and government agencies, including signage for the WA Public Transport Authority, new Perth Optus Stadium and Main Roads
- The technology, whilst it changes and improves rapidly, it will continue to be relevant and is still considered current and will be for 10 years. The lifespan of the display panel should exceed ten years.
- 6mm pitch is the newest technology and will give you the best resolution. S-Tech are still providing screens with the 10mm pitch technology and this is what they demonstrated at the meeting. *It seemed that they were pushing the 10mm pitch screen, however the group thought the 10mm display was not as clear as it should have been.*
- Local business advertising should be a key part of the operation of the sign, this will also provide income to offset operation and future replacement costs.
- Electronic Display Sign operational guidelines will need to be developed.
- It was agreed that S-Tech will provide two new quotes with the following specs:
 1. Double sided **6.6mm pitch** 2560mm (L) x 1920mm (w) x 300mm (D)
Including cabinet with Shire logo artwork, posts, installation and software.
 2. Double sided **10mm pitch** 2560mm (L) x 1920mm (w) x 300mm (D)
Including cabinet with Shire logo artwork, posts, installation and software.

It is paramount that a set of operational and management guidelines are developed for the operation of the Electronic Advertising Sign

Enclosed, in a separate attachment, is S-Tech LED Technology proposal and quotation. This will be explained in detail at the meeting with a view to formulating a position with which sign to purchase and the significant costs with installation and the other associated costs.

Upon receiving the S-Tech Quotation and information late Wednesday evening, the acting CEO and Deputy CEO have today amended the agenda item for consideration by the Committee. The additional information follows, with a request that the Committee respond to staff requested information written in red. These Committee responses will then become a recommendation to Council.

DETERMINATION OF ARRANGEMENTS AND BACKGROUND INFORMATION RELATING TO THE PROPOSED ELECTRONIC INFORMATION SIGN

The concept of the proposed Electronic Display Sign (EDS) has been around for several years and there have been many changes within Council, staff, the business community and the community at large during that time. In order to inform those who have not been involved with

the concept since the beginning, it is believed that information on the warrant, cost, funding arrangements, purchase, location, installation, recurrent costs, scope of information to go on the sign and how the sign will be operated and managed into the future would be useful.

The points below convey the understanding of the project of the CEO and Deputy CEO and need to be confirmed or amended. A number of questions with respect to the operation/maintenance/recurrent cost/ and eventual replacement of the sign need to be addressed in order that planning may be carried out, expectations met and stakeholders are clear on their respective obligations into the future.

This is the time to confirm that the appetite for the sign still exists and that the project should proceed.

WARRANT FOR THE SIGN:

It is understood that the suggestion for the sign came about with the demise of the *Wagin Argus*. The purpose of the sign was initially to provide information for the community at large. The purpose for the sign was eventually expanded to promote Wagin as well.

The scope of information to be depicted on the sign is therefore understood to be for events, meeting notices, emergency information and warnings and business information. **Determination is required with respect to business advertising, the extent of same and whether this should be paid for.**

The Committee agreed that promotion of Wagin and community events and groups was paramount, however advertising of businesses that are members of the Wagin Chamber of Commerce be permitted. Business advertising would work on an annual fee basis and an advertising policy would need to be developed.

FUNDING COMMITMENTS TO DATE:

Shire	\$20,000
Chamber of Commerce	\$25,000
Agricultural Society	\$10,000
Lions	\$ 2,500
Rotary	\$ 2,500
Wagin Action Group	<u>\$ 5,000</u>
Total	\$65,000

QUOTES FOR THE SIGN:

Three indicative quotes were initially sought and S – Tech were selected as the preferred supplier. **The degree of assessment carried out into selecting a preferred supplier is not known. Some disquiet exists with respect to the delayed follow up with information and costings from this company which gives rise to apprehension about service backup. Is it still intended to run with this or to tender on the open market?**

The Committee agreed that tenders should now be called for the supply, framing, cabinet & header board, delivery, erection, software supply and commissioning of the Electronic Information Sign.

LOCATION:

The initial location considered was in front of the park on the corner of Tudor and Tudhoe Streets. The preferred location however is now on the proposed *Town Square* area situated on the corner of Tudhoe and Trent Streets. The Townscape Enhancement Committee has previously recorded that the proposed sign is an integral component of the *Town Square* development.

PURCHASE AND INSTALLATION COSTS:

From early estimates at the inception of the project from \$15,000 (for a smaller sign) the most recent estimates range from \$76,000 to \$86,000, leaving a shortfall from the committed \$65,000.

Determination is required as to how this shortfall will be funded.

The Committee acknowledged that there was a shortfall with funds held, however this may be alleviated through the tender process.

RECURRENT COSTS:

These costs will include power, maintenance, programming, software upgrades, insurance, staff time and amortisation of the capital cost of the sign. (The life of the sign is estimated at 10 years so ideally a reserve should be created to be added to each year to fund replacement when required). Determination is required as to where the responsibility for these costs lie.

The Committee requested that Council meet all on-going recurrent costs associated with the operation of the information sign. This will be offset by income generated through local business advertising.

SIZE OF SIGN:

By the time the sign is installed, it will be between 6-7 metres high and approximately 2.6 metres wide. Confirmation is sought that a sign of these dimensions is still the objective what impact a sign of this size will have on the amenity of the *Town Square* development and the main CBD area in general.

The Committee resolved to continue with the planned size of the Electronic Information Sign, that is:

Double sided - 2,560mm (I) x 1,920mm (W) x 150mm (D)

MANAGEMENT ARRANGEMENTS:

Management arrangements for the sign need to be determined and agreed upon.

The Committee believed the management arrangements of the Electronic Information Sign rests with Council as the Shire is best placed to carry out this function.

CONSULTATION/COMMUNICATION:

S-Tech

STATUTORY/LEGAL IMPLICATIONS:

Nil

POLICY IMPLICATIONS:

Nil

FINANCIAL IMPLICATIONS:

Council is holding \$65,000 for this project.

STRATEGIC IMPLICATIONS:

Nil

VOTING REQUIREMENTS:

Simple

OFFICERS RECOMMENDATION

Moved:

Seconded:

That a set of operational and management guidelines be developed for the operation of the Electronic Advertising Sign.

Consider S-Tech proposal and quotation document.

Carried

COMMITTEE'S RECOMMENDATION

Moved: Cr. GKB West

Seconded: Mr. M Banks

That the Committee recommend to Council:

1. Advertising on the information sign of businesses that are members of the Wagin Chamber of Commerce be permitted. Advertising would work on an annual fee basis and an advertising policy would need to be developed.
2. That tenders be called for the supply, framing, cabinet & header board, delivery, erection, software supply and commissioning of the Electronic Information Sign with the following specifications:
 - Double sided panel with 6.6mm pitch or better
 - Size: 2,560mm (l) x 1,920mm (W) x 150mm (D)
3. That the Shire meet all on-going recurrent costs associated with the operation of the information sign and to make provision to replace the sign as required in the future. These costs are to be offset by income generated through local business advertising.
4. That the Shire be responsible for the management arrangements of the Electronic Information Sign.

Carried 8/0

10.5.1.2 TOWN SQUARE DEVELOPMENT PLAN

PROPONENT:	
OWNER:	Shire of Wagin
LOCATION/ADDRESS:	Tudhoe Street
AUTHOR OF REPORT:	Deputy Chief Executive Officer
SENIOR OFFICER:	Acting Chief Executive Officer
DATE OF REPORT:	17 th June 2020
PREVIOUS REPORT(S):	May 2020
DISCLOSURE OF INTEREST:	Nil
FILE REFERENCE:	
ATTACHMENTS:	Design Plan

BRIEF SUMMARY:

For the Committee to consider and recommend adoption of Town Centre/ Library concept draft plan to Council for development.

BACKGROUND & COMMENT:

The Library Square area is made up of lots 64,31 and 30 Tudhoe Street and is considered key commercial land within the Wagin CBD and fronts the main street in town. The land is earmarked for development in Council's Strategic Community Plan and Corporate Business Plan. At the time of development planning Council owned lots 64 and 30, however the middle lot 31 was owned by the Cousins family and required acquisition before any development could commence.

The following is a timeline of progress on this project.

- **September 2017** -The Committee recommended the Shire accept quotation from Sally Malone to design a concept plan for the Wagin Town / Library Square project. This was endorsed by Council at the September 2017 Council meeting
- **November 2017** - Ms Malone met on site with staff and some members of the Committee to discuss elements of the project. She also met with the Librarian to ascertain what the Library requirements were from the project.
- **December 2017** – The first draft of Ms Malone's plan was presented to the Committee,
- **February 2018** – The concept plan with the requested changes was presented to the Committee and the resolved the following:

That the Wagin Town / Library Square plan be adopted for future development.

This recommendation was put to Council at the February 2018 Council meeting, however the Council decision was the following.

3457 COUNCIL DECISION

Moved: Cr. G R Ball

Seconded: Cr. J L C Ballantyne

That the Town Centre Library concept plan be received and considered for future development.

Carried 11/0

The Town / Library square could not proceed without the Shire acquiring this lot, the acquisition finally took place in December 2019 which paved the way to develop the area.

Over the years Townscape Committee membership changed and also the Committee and Council had engaged Narrogin Horticulturist, Mike Brown, to assist with the Shire's Townscape program to great effect. Mr Brown has also earmarked this development as critical the town.

Recently the Committee has not been able to agree on an alternative and clear plan for the area, however had come up with some specifics for the development.

Due to the need to commence this project early in the new financial year, Staff have gone back to Sally Malone's original concept plan and asked her to make relevant changes to incorporate some of the new specifics from the Committee. We have also seen a need to incorporate the grass area across the road between the Community Centre and BP service station.

Ms Malone has come up with 2 variations to the plan as per the following:

Plan A: Oversize Caravan Option - for access to long vehicles up to 19 metres long.

Plan B: Regular Caravan & Tudhoe Crossing - allowing access to long vehicles to a maximum of 14 metres long.

There are some issues with turning circles with Plan A as long vehicles greater than 4 metres travelling from the west along Tudhoe Street will not be able to turn into the parking area. Also, the same long vehicles over 14 metres will not be able to turn left on to Trent Street when exiting. This will lead to confusion with longer vehicles looking to park in the development.

Staff are recommending Plan B on the following basis:

- The concept better meets the aspirations to create an identifiable and functional "Town Square" and meeting place, as opposed to just another parking area.
- There is no confusion over turning circles for long vehicles up to a maximum 14 metre long.
- Increased trees and garden bed area, adding to the amenity of the area and increased usage and enjoyment by the community and visitors.
- Increased access for pedestrians with the ability to walk from Tudhoe Street to the toilets, Library and gazebo/lawn area between the two designated car parking areas.

Also, long vehicles over 14 metres are in the vast minority with parking and accessing the area and staff feel the development should cater to the majority of the community and travelers or visitors to Wagin. The design consultant has also indicated a preference for Plan B - Regular Caravan & Tudhoe St Crossing. It should also be borne in mind that the area has only been utilised by long vehicles in comparatively recent times. Patronage of local businesses is more likely to increase if the area caters for more smaller vehicles and their occupants who would be more disposed towards staying awhile for coffee/ doing a weekly grocery shop/ accessing the hardware etc, than the fewer long vehicles and their occupants which have other options for parking and accessing fast food elsewhere in town.

Staff will go through the plans in detail at the meeting. The draft plans are attached for the Committee to review. At this stage, there are no detailed costings on the new concept plans.

Any plan recommended to Council for adoption will need to be advertised to the Community for comment.

CONSULTATION/COMMUNICATION:

Sally Malone / CEO / Councillors / Committee

STATUTORY/LEGAL IMPLICATIONS:

Nil

POLICY IMPLICATIONS:

Nil

FINANCIAL IMPLICATIONS:

Council to make an allocation in the 2020/2021 Budget.

STRATEGIC IMPLICATIONS:

Improve main street appearance to encourage travellers and tourists to stop.

Look at increasing the number of suitable trees within the townsite to enhance the tree canopy in particular the CBD.

VOTING REQUIREMENTS:

Simple majority

OFFICERS RECOMMENDATION

Moved:

Seconded:

That the Committee recommend to Council

1. That the Town Square Concept Plan B – Regular Caravan and Tudhoe Crossing be endorsed.
2. Advertise the proposed endorsed Town Square Plan B for public comment for a period of 21 days.

Carried

COMMITTEE RECOMMENDATION

Moved: Cr. D Atkins

Seconded: Ms. G Harvey

That the Committee recommend to Council

1. That the Town Square Concept Plan B – Regular Caravan and Tudhoe Crossing be endorsed with the potential to cater for nineteen metre vehicle parking if feasible.
2. Advertise the proposed endorsed Town Square Plan B for public comment for a period of 21 days.

Carried 7/1

Plan A – Oversize Caravan Option

Key Design Principles

1. Enhance the library zone for local residents' enjoyment - focus spending in the zones where people will spend time.
2. Welcome visitors with quality facilities and attractive spaces.
3. Separate large vehicles and caravans from the community parking area and soften large paved areas with landscaped edges.

Traffic management signage; "One Way" and "No Exit" etc.

Ensure adequate pits are dug for new trees.

Caravan and long vehicle parking.

Tudhoe St 'Entry Only', with a pedestrian pavement cross-over and a flush median.

New electronic sign.

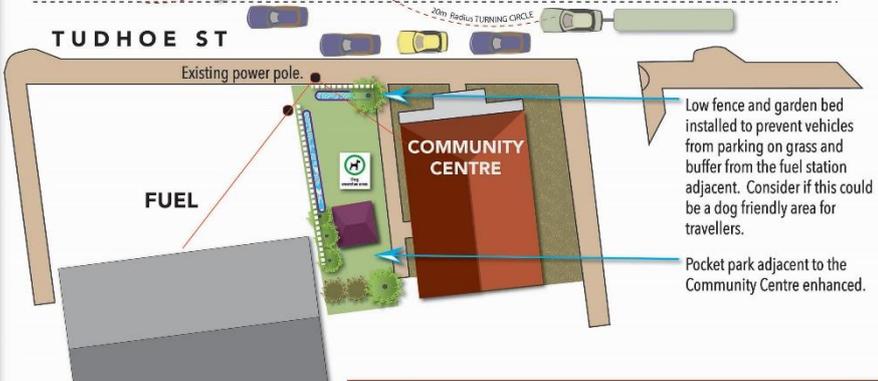
The history of the Cousin's bakery interpreted next to a shaded bench.



Legend

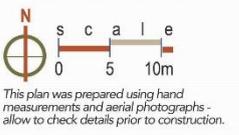
- Existing footpath
- New pedestrian paving
- Existing asphalt
- New asphalt
- New kerb (flush or barrier)
- New picnic shelter
- Mulched beds
- Existing tree
- New tree #
- Rubbish bin
- Planter pot
- Bench
- Bench & interpretation
- Existing drain
- Low fence
- Flower bed
- Traffic and parking sign

Tree sizes and locations are indicative, final set-outs can be decided once species have been selected.



This Option:

1. Shows access and parking for vehicles up to 19m long (the legal maximum for a car and caravan). Entry will only be possible for longer vehicles approaching from the East. The exit is onto Trent St.



Wagin Library Square Concept Oversize Caravan Option

June 2020



Prepared for the Shire of Wagin
by Sally Malone Design

Plan B – Regular Caravan and Tudhoe Crossing

Key Design Principles

1. Enhance the library zone for local residents' enjoyment - focus spending in the zones where people will spend time.
2. Welcome visitors with quality facilities and attractive spaces.
3. Separate large vehicles and caravans from the community parking area and soften large paved areas with landscaped edges.

Traffic management signage; "One Way" and "No Exit" etc.

Ensure adequate pits are dug for new trees.

Caravan and long vehicle parking.

Tudhoe St 'Entry Only', with a pedestrian pavement cross-over.

New electronic sign.

The history of the Cousin's bakery interpreted next to a shaded bench.



Legend

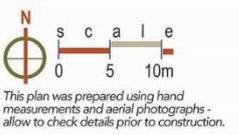
- Existing footpath
- New pedestrian paving
- Existing asphalt
- New asphalt
- New kerb (flush or barrier)
- New picnic shelter
- Mulched beds
- Existing tree
- New tree #
- Rubbish bin
- Planter pot
- Bench
- Bench & interpretation
- Existing drain
- Low fence
- Flower bed
- Traffic and parking sign

Tree sizes and locations are indicative, final set-outs can be decided once species have been selected.



This Option:

1. Shows a stronger pedestrian link across Tudhoe Street. This is useful for parents with small children and pushers, frail older adults and people with disabilities. The crossing nibs link to shaded and fully accessible path to the toilets and library.
2. Shows access and parking for vehicles up to 14m long. The entry is off Tudhoe St and the exit for long vehicles is onto Trent St.



Wagin Library Square Concept Regular Caravan and Tudhoe Crossing Option

June 2020



Prepared for the Shire of Wagin
by Sally Malone Design

10.5.1.3 PUBLIC SEATING IN WAGIN

PROPONENT:	
OWNER:	Shire of Wagin
LOCATION/ADDRESS:	Shire
AUTHOR OF REPORT:	Acting Chief Executive Officer
SENIOR OFFICER:	Acting Chief Executive Officer
DATE OF REPORT:	11 th June 2020
PREVIOUS REPORT(S):	Nil
DISCLOSURE OF INTEREST:	Nil
FILE REFERENCE:	
ATTACHMENTS:	

BRIEF SUMMARY

This report recommends:

- That an audit of public seating in Wagin be carried out;
- That a determination be made of what seating should be made redundant and what new seating should be provided;
- That budget provision be made in the Shires 2020/21 financial year budget to bring public seating up to a suitable standard.

BACKGROUND/COMMENT

Public seating in Wagin is currently comprised of various types and is in varying states of repair. Ideally there should be uniformity of seating (particularly in the central business area) and some attention given to locating seating in the areas of most demand.

It is proposed to carry out an audit of seating and determine what type of seats should be installed to improve the appearance of the town (like the refuse site bin renewal program a few years ago).

Given the ongoing and planned improvements for Ram Park and the proposed development of the "Town Square" area, the time is opportune to address this matter to achieve some attractive uniformity.

CONSULTATION/COMMUNICATION

Nil

STATUTORY/LEGAL IMPLICATIONS:

Nil

POLICY IMPLICATIONS:

Nil

FINANCIAL IMPLICATIONS:

Provision will need to be made in the Shires 2020/21 financial year budget for these upgrades.

STRATEGIC IMPLICATIONS:

Nil

VOTING REQUIREMENTS:

Simple

OFFICERS AND COMMITTEE RECOMMENDATION

Moved: Mr L Mudgway

Seconded: Cr D Reed

That an audit of public seating in Wagin be carried out;

That a determination be made of what seating should be made redundant and what new seating should be provided.

That budget provision be made in the Shires 2020/21 financial year budget to bring public seating up to a suitable standard.

Carried 8/0



10.5.1.4 PINE BARRIERS REFURBISHMENT AND KERB PAINTING

PROPONENT:	
OWNER:	Shire of Wagin
LOCATION/ADDRESS:	Shire
AUTHOR OF REPORT:	Acting Chief Executive Officer
SENIOR OFFICER:	Acting Chief Executive Officer
DATE OF REPORT:	11 th June 2020
PREVIOUS REPORT(S):	N/A
DISCLOSURE OF INTEREST:	N/A
FILE REFERENCE:	
ATTACHMENTS:	

BRIEF SUMMARY:

This report recommends that a program of refurbishing pine barriers in public areas and the repainting of kerbs in traffic islands be undertaken.

BACKGROUND/COMMENT:

Several public areas in Wagin have pine barriers (particularly along the Arthur Road in front of the Ram Park) that are in various states of disrepair and were either painted in a mission brown colour, or not painted at all. These barriers in their current state detract from the appearance of the town. Whilst this is a routine maintenance issue, it is proposed that after repairs (or in some cases, replacement) of the barriers have been effected, they be painted in white or in another light colour to project a fresh and well maintained appearance.

This is a departure from the present colour of the barriers and the Committee may wish to have some input.

In addition, several of the front and rear kerbing surrounds of traffic islands in town which were painted in white at some stage have faded and flaked and need renewing.

CONSULTATION/COMMUNICATION

Nil

STATUTORY/LEGAL IMPLICATIONS:

Nil

POLICY IMPLICATIONS:

Nil

FINANCIAL IMPLICATIONS:

Provision will need to be made in the Shires 2020/21 financial year budget for these upgrades.

STRATEGIC IMPLICATIONS:

Nil

VOTING REQUIREMENTS:

Simple

OFFICERS AND COMMITTEE RECOMMENDATION

Moved: Mr. L Mudgway

Seconded: Mrs. D Patterson

That a program of refurbishing/replacing pine barriers in public areas and the repainting of kerbs in traffic islands be undertaken.

Carried 8/0



10.5.1.5 TOWNSCAPE BUDGET 2020/2021

PROPONENT:	
OWNER:	Shire of Wagin
LOCATION/ADDRESS:	Shire
AUTHOR OF REPORT:	Deputy Chief Executive Officer
SENIOR OFFICER:	Acting Chief Executive Officer
DATE OF REPORT:	11 th June 2020
PREVIOUS REPORT(S):	May 2019
DISCLOSURE OF INTEREST:	N/A
FILE REFERENCE:	
ATTACHMENTS:	

BRIEF SUMMARY:

To endorse a Townscape Budget for the 2020/2021 financial year and put forward to the Council 2020/2021 Budget process.

BACKGROUND & COMMENT:

Staff have put together the following Townscape Budget for the 2020/2021 financial year based on identified Townscape works and enhancement and the existing Townscape Beautification and Tree Canopy Plan/Scope of Works Document – July '18.

In Council's Corporate Business plan there is \$30,000 allocated to Capital Townscape projects, however if the Committee and Council wish to continue with the identified Townscape works and enhancements they will need to expend an additional \$30,000, this is in line with the previous year.

The following Townscape Budget has been put together as a guide for the committee.

Townscape Budget 2020/2021			
Budget Item	Capital	Operating	Comment
Carry Forward Townscape Funds	0	0	
20/21 Capital allocation in accordance with Corp Business Plan	30,000		
Normal operating Townscape Allocation		20,000	
20/21 Additional allocation as per Townscape Committee	30,000		Funds requested to enable works to be completed as identified in the Townscape Beautification & Tree Canopy Plan/Scope of Works
Total Budget 20/21	60,000	20,000	

The Above Budget to be Expended as per the Following			
Miscellaneous Town Street Trees and annuals and shrubs planting general operating Townscape maintenance and works		16,000	
Miscellaneous Townscape Committee Projects	10,000		
Planting of Wetlands Park Mounds	8,000		
Public Seating	12,000		
Pine Barrier Refurbishment and Kerb Painting		4,000	
Purchase of trees and plants in various Town streets and key areas, and other Townscape work as per Townscape Beautification Plan and Enhancement Program.	30,000		
Totals	60,000	20,000	

I have included below a copy of the plan / scope of works document for the Committee's information when looking at a budget allocation for next year.

Townscape Beautification and Tree Canopy Plan/Scope of Works Document – July '18

Highlighted in Yellow is works that have been completed

<p><u>Tudhoe Street – Shire Office to Ventnor Street</u></p> <ul style="list-style-type: none"> ➤ That suitable advanced trees be planted in strategic places in the main CBD area of Tudhoe Street ➤ Remove non-suitable trees and replace with suitable trees as advised by local consultant horticulturist ➤ Pots: Remove existing trees and re-plant in suitable areas, re-plant new suitable shrubs advised by local consultant horticulturist <ul style="list-style-type: none"> Look at enhancing shrubs in other pots Paint old cement pots Cluster pots for greater effect ➤ Create alfresco area near the cafes ➤ Window boxes on some buildings ➤ Look at beautifying and enhancing other key areas in the Street to enhance vibrancy
<p><u>Tavistock Street</u></p> <ul style="list-style-type: none"> ➤ That suitable advanced trees be planted in strategic places in both the bitumen and footpath along the southern and northern sides ➤ Remove non-suitable trees and replace with suitable trees advised by local consultant horticulturist ➤ Feature lighting and Flag poles ➤ Look at beautifying and enhancing other key areas in the Street

Ranford Street

- Remove non-suitable trees on eastern end of the Street opposite the School and replace with suitable trees advised by local consultant horticulturist
- Plant suitable trees on the western side of the Street advised by local consultant horticulturist

Tudor Street

- Pots: Remove existing trees and re-plant in suitable areas, re-plant new suitable shrubs advised by local consultant horticulturist
 - Look at enhancing shrubs in other pots
 - Cluster pots for greater effect
- Look at beautifying and enhancing other key areas

Shire Office Garden and Surrounding Area

- Remove non-suitable plants and replace with suitable plants advised by local consultant horticulturist
- Look at beautifying and enhancing other areas in the garden
- Remove non-suitable trees and replace with suitable trees to create a woodlands theme in that area advised by local consultant horticulturist

Ballagin Street

Major Street connects residential with Showgrounds and Town Centre.
Needs – Impact must be the focus, colour, shape and size of Tree selection very important. The length of Ballagin Street leans itself to “continuation planting”, a style that can be used again elsewhere highlighting the town’s ‘style’.

- Remove non-suitable trees and replace with suitable trees advised by local consultant horticulturist

Wetlands Park

- Look at options regarding the Goulburn Roses – Grafting to suitable root stock and replanting in pots or another area
- Remove white ant infested and dead trees
- Plant suitable trees and shrubs in key areas advised by local consultant horticulturist
- Look at beautifying and enhancing other areas in the park

CONSULTATION/COMMUNICATION:

Michael Brown - Narrogin Nursery and Garden
Acting CEO

STATUTORY/LEGAL IMPLICATIONS:

Nil

POLICY IMPLICATIONS:

Nil

FINANCIAL IMPLICATIONS:

2020/2021 Budget

STRATEGIC IMPLICATIONS:

2.3 Improvement in condition and appearance of the main streets of the Town

VOTING REQUIREMENTS:

Simple majority

OFFICERS AND COMMITTEE RECOMMENDATION

Moved: Cr. GKB West

Seconded: Ms. G Harvey

That the Committee recommend to Council:

That the 2020/2021 Townscape Budget be endorsed and put to the Council Budget process.

Carried 8/0

10.5.2 URGENT BUSINESS

Nil

10.5.3 CLOSURE

There being no further business the Chairperson thanked those in attendance and closed the meeting at 7.33pm

10.5.1.1 ELECTRONIC INFORMATION SIGN

COMMITTEE'S RECOMMENDATION

Moved: Cr.

Seconded:

That the Committee recommend to Council:

1. Advertising on the information sign of businesses that are members of the Wagin Chamber of Commerce be permitted. Advertising would work on an annual fee basis and an advertising policy would need to be developed.
2. That tenders be called for the supply, framing, cabinet & header board, delivery, erection, software supply and commissioning of the Electronic Information Sign with the following specifications:
 - Double sided panel with 6.6mm pitch or better
 - Size: 2,560mm (l) x 1,920mm (W) x 150mm (D)
3. That the Shire meet all on-going recurrent costs associated with the operation of the information sign and to make provision to replace the sign as required in the future. These costs are to be offset by income generated through local business advertising.
4. That the Shire be responsible for the management arrangements of the Electronic Information Sign.

Carried

10.5.1.2 TOWN SQUARE DEVELOPMENT PLAN

COMMITTEE RECOMMENDATION

Moved: Cr.

Seconded:

That the Committee recommend to Council

1. That the Town Square Concept Plan B – Regular Caravan and Tudhoe Crossing be endorsed with the potential to cater for nineteen metre vehicle parking if feasible.
2. Advertise the proposed endorsed Town Square Plan B for public comment for a period of 21 days.

Carried

10.5.1.3 PUBLIC SEATING IN WAGIN

COMMITTEE RECOMMENDATION

Moved:

Seconded:

1. That an audit of public seating in Wagin be carried out;
2. That a determination be made of what seating should be made redundant and what new seating should be provided.
3. That budget provision be made in the Shires 2020/21 financial year budget to bring public seating up to a suitable standard.

Carried

10.5.1.4 PINE BARRIERS REFURBISHMENT AND KERB PAINTING

COMMITTEE RECOMMENDATION

Moved:

Seconded:

That a program of refurbishing/replacing pine barriers in public areas and the repainting of kerbs in traffic islands be undertaken.

Carried

10.5.1.5 TOWNSCAPE BUDGET 2020/2021

COMMITTEE RECOMMENDATION

Moved: Cr

Seconded:

That the Committee recommend to Council:

That the 2020/2021 Townscape Budget be endorsed and put to the Council Budget process.

Carried

11. FINANCIAL REPORTS – MAY 2020

PROPONENT:	Manager of Finance
OWNER:	Shire of Wagin
LOCATION/ADDRESS:	Shire of Wagin
AUTHOR OF REPORT:	Manager of Finance
SENIOR OFFICER:	Chief Executive Officer
DATE OF REPORT:	15 June 2020
PREVIOUS REPORT(S):	14 May 2020
DISCLOSURE OF INTEREST:	N/A
FILE REFERENCE:	N/A
ATTACHMENTS:	Monthly Financial Report and Payments List

BRIEF SUMMARY:

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

BACKGROUND:

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

COMMENT:

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

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

CONSULTATION/COMMUNICATION:

Nil

STATUTORY/LEGAL IMPLICATIONS:

Local Government (Financial Management) Regulations 1996

POLICY IMPLICATIONS:

Nil

FINANCIAL IMPLICATIONS:

Nil

STRATEGIC IMPLICATIONS:

Nil

VOTING REQUIREMENTS:

Simple Majority

OFFICERS RECOMMENDATION

Moved: Cr.

Seconded: Cr.

That Council adopts the Financial Reports for the period ending 31 May 2020 as presented.

Carried

OFFICERS RECOMMENDATION

Moved: Cr.

Seconded: Cr.

That EFT Payments EFT9521 – EFT9591 Cheque Payments 5327 – 5341 and Direct Debit Payments from the Municipal Account totalling \$508,397.30 and Cheque Payments 2542 – 2544 from the Trust Account totalling \$211.65 for the month of May 2020 be endorsed and accepted for payment.

Carried

SHIRE OF WAGIN
MONTHLY FINANCIAL REPORT
(Containing the Statement of Financial Activity)
For the Period Ended 31 May 2020

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

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

**MONTHLY FINANCIAL REPORT
FOR THE PERIOD ENDED 31 MAY 2020**

KEY INFORMATION

Items of Significance

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

	% Completed	Annual Budget	YTD Actual
Capital Expenditure			
Land	101%	40,000	40,499
Buildings	59%	25,000	14,798
Plant & Equipment	95%	344,000	325,575
Furniture & Equipment	27%	126,700	34,560
Infrastructure - Roads	69%	1,746,917	1,203,580
Footpaths	33%	131,000	43,870
Infrastructure - Other	44%	330,000	146,246
Grants, Subsidies and Contributions			
Operating Grants, Subsidies and Contributions	161%	1,207,065	1,943,422
Non-operating Grants, Subsidies and Contributions	78%	1,143,257	896,254
Rates Levied	100%	2,356,259	2,349,891

% Compares current ytd actuals to annual budget

Financial Position	* Note	This Time Last Year 01 Jun 2019	Year to Date Actual 31 May 2020
Adjusted Net Current Assets	710%	\$ 248,869	\$ 1,766,964
Cash and Equivalent - Unrestricted	510%	\$ 367,991	\$ 1,877,694
Cash and Equivalent - Restricted	143%	\$ 994,256	\$ 1,418,640
Receivables - Rates	112%	\$ 84,460	\$ 94,770
Receivables - Other	119%	\$ 47,968	\$ 57,118
Payables	101%	\$ 229,092	\$ 231,890

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

PREPARATION TIMING AND REVIEW

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

BASIS OF PREPARATION

REPORT PURPOSE

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

BASIS OF ACCOUNTING

This statement comprises a special purpose financial report which has been prepared in accordance with Australian Accounting Standards (as they apply to local governments and not-for-profit entities and to the extent they are not in-consistent with the Local Government Act 1995 and accompanying regulations), Australian Accounting Interpretations, other authoritative pronouncements of the Australian Accounting Standards Board, the Local Government Act 1995 and accompanying regulations. Accounting policies which have been adopted in the preparation of this financial report have been consistently applied unless stated otherwise.

Except for cash flow and rate setting information, the report has been prepared on the accrual basis and is based on historical costs, modified, where applicable, by the measurement at fair value of selected non-current assets, financial assets and liabilities.

THE LOCAL GOVERNMENT REPORTING ENTITY

All Funds through which the Council controls resources to carry on its functions have been included in this statement. In the process of reporting on the local government as a single unit, all transactions and balances between those funds (for example, loans and transfers between Funds) have been eliminated. All monies held in the Trust Fund are

SIGNIFICANT ACCOUNTING POLICES

GOODS AND SERVICES TAX

Revenues, expenses and assets are recognised net of the amount of GST, except where the amount of GST incurred is not recoverable from the Australian Taxation Office (ATO). Receivables and payables are stated inclusive of GST receivable or payable. The net amount of GST recoverable from, or payable to, the ATO is included with receivables or payables in the statement of financial position. Cash flows are presented on a gross basis. The GST components of cash flows arising from investing or financing activities which are recoverable from, or payable to, the ATO are presented as operating cash flows.

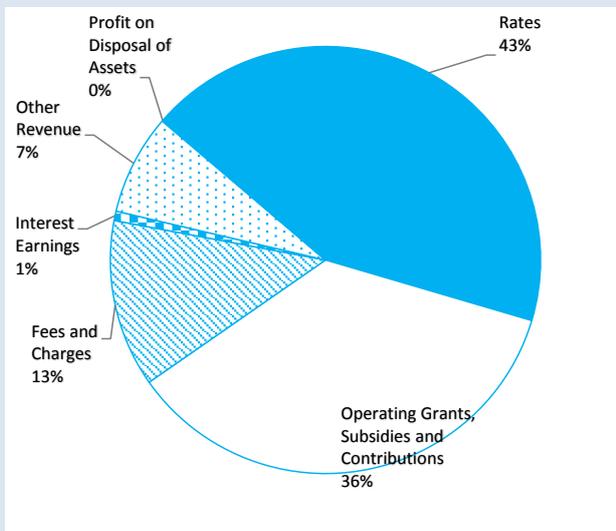
CRITICAL ACCOUNTING ESTIMATES

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

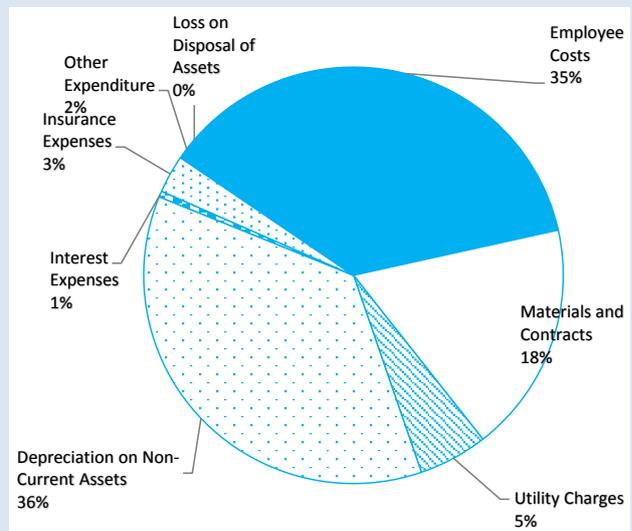
ROUNDING OFF FIGURES

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

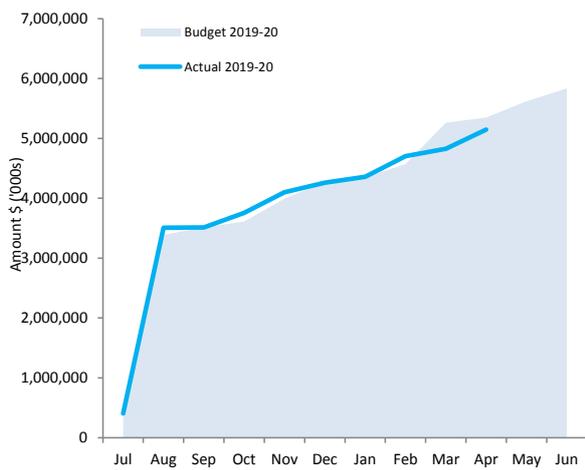
OPERATING REVENUE



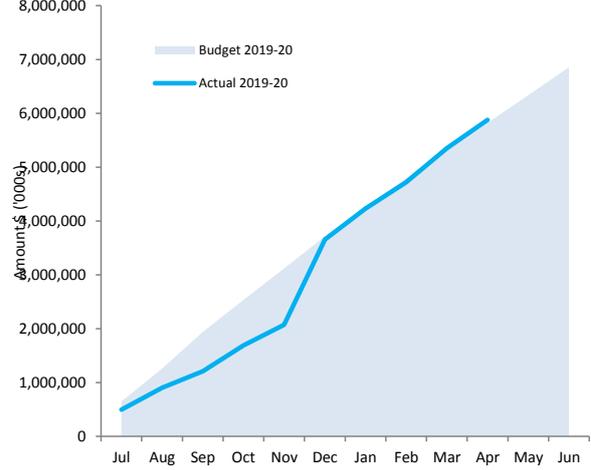
OPERATING EXPENSES



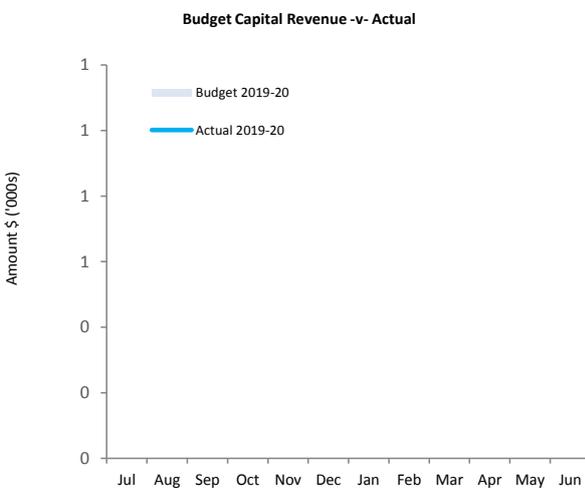
Budget Operating Revenues -v- Actual



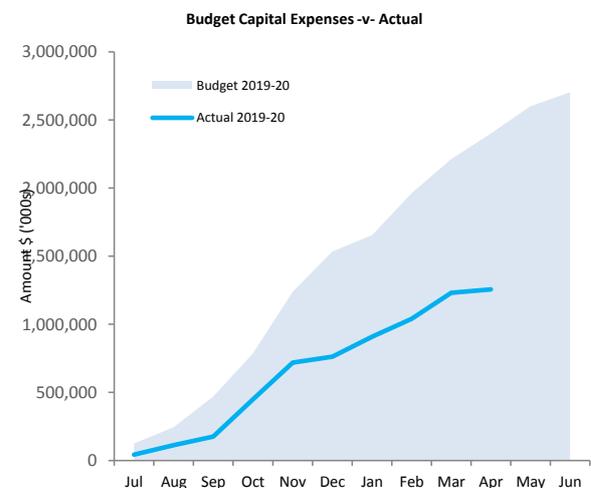
Budget Operating Expenses -v-YTD Actual



CAPITAL REVENUE



CAPITAL EXPENSES



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

**KEY TERMS AND DESCRIPTIONS
FOR THE PERIOD ENDED 31 MAY 2020**

STATUTORY REPORTING PROGRAMS

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

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

**STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MAY 2020**

STATUTORY REPORTING PROGRAMS

	Ref Note	Annual Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var.
Opening Funding Surplus(Deficit)	1(b)	\$ 1,279,164	\$ 1,279,164	\$ 1,302,110	\$ 22,946	
Revenue from operating activities						
Governance		9,000	7,250	33,469	26,219	▲
General Purpose Funding - Rates	5	2,356,259	2,355,424	2,349,890	(5,534)	
General Purpose Funding - Other		905,632	879,972	1,635,811	755,839	▲
Law, Order and Public Safety		139,604	116,778	111,064	(5,714)	
Health		56,054	49,643	50,616	973	
Education and Welfare		363,444	285,144	393,924	108,780	▲
Community Amenities		364,300	359,849	353,556	(6,293)	
Recreation and Culture		95,045	93,022	71,143	(21,879)	▼
Transport		179,533	172,348	175,161	2,813	
Economic Services		114,700	108,262	186,326	78,064	▲
Other Property and Services		109,077	98,997	79,827	(19,170)	
		4,692,648	4,526,689	5,440,787		
Expenditure from operating activities						
Governance		(424,096)	(397,434)	(386,920)	10,514	
General Purpose Funding		(387,650)	(358,771)	(371,285)	(12,514)	
Law, Order and Public Safety		(272,457)	(255,299)	(259,673)	(4,374)	
Health		(250,661)	(222,731)	(225,511)	(2,780)	
Education and Welfare		(474,205)	(430,283)	(392,056)	38,227	▲
Community Amenities		(583,384)	(535,260)	(505,692)	29,568	▲
Recreation and Culture		(1,307,420)	(1,200,872)	(1,177,030)	23,842	▲
Transport		(2,493,023)	(2,300,299)	(2,414,962)	(114,663)	▼
Economic Services		(269,054)	(249,944)	(347,965)	(98,021)	▼
Other Property and Services		(391,074)	(383,437)	(356,478)	26,959	▲
		(6,853,024)	(6,334,330)	(6,437,572)		
Operating activities excluded from budget						
Add Back Depreciation		2,464,660	2,259,279	2,343,579	84,300	▲
Adjust (Profit)/Loss on Asset Disposal	6	(200)	(200)	7,624	7,824	
Adjust Provisions and Accruals		0	0	(14,803)	(14,803)	
Amount attributable to operating activities		304,084	451,438	1,339,615		
Investing Activities						
Non-operating Grants, Subsidies and Contributions	10	1,143,257	1,092,912	896,254	(196,659)	▼
Proceeds from Disposal of Assets	6	77,000	77,000	91,787	14,787	
Capital Acquisitions	7	(2,743,617)	(2,640,700)	(1,809,129)	831,571	▲
Amount attributable to investing activities		(1,523,360)	(1,470,788)	(821,088)		
Financing Activities						
Self-Supporting Loan Principal		18,758	9,308	9,308	0	
Transfer from Reserves	9	230,000	0	0	0	
Repayment of Debentures	8	(64,099)	(48,801)	(48,801)	0	
Transfer to Reserves	9	(244,547)	(17,124)	(14,184)	2,940	
Amount attributable to financing activities		(59,888)	(56,617)	(53,677)		
Closing Funding Surplus(Deficit)	1(b)	(0)	203,197	1,766,964		

KEY INFORMATION

▲▼ Indicates a variance between Year to Date (YTD) Budget and YTD Actual data as per the adopted materiality threshold. Refer to Note 2 for an explanation of the reasons for the variance.

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

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

**KEY TERMS AND DESCRIPTIONS
FOR THE PERIOD ENDED 31 MAY 2020**

NATURE OR TYPE DESCRIPTIONS

REVENUE

RATES

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

OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS

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

NON-OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS

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

PROFIT ON ASSET DISPOSAL

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

FEES AND CHARGES

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

SERVICE CHARGES

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

INTEREST EARNINGS

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

OTHER REVENUE / INCOME

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

EXPENSES

EMPLOYEE COSTS

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

MATERIALS AND CONTRACTS

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

UTILITIES (GAS, ELECTRICITY, WATER, ETC.)

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

INSURANCE

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

LOSS ON ASSET DISPOSAL

Loss on the disposal of fixed assets.

DEPRECIATION ON NON-CURRENT ASSETS

Depreciation expense raised on all classes of assets.

INTEREST EXPENSES

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

OTHER EXPENDITURE

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

**STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MAY 2020**

BY NATURE OR TYPE

	Ref Note	Annual Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var.
		\$	\$	\$	\$	
Opening Funding Surplus (Deficit)	1(b)	1,279,164	1,279,164	1,302,110	22,946	▲
Revenue from operating activities						
Rates	5	2,356,259	2,355,424	2,349,891	(5,533)	
Operating Grants, Subsidies and Contributions	10	1,207,065	1,110,142	1,943,422	833,280	▲
Fees and Charges		726,990	701,857	689,304	(12,553)	
Interest Earnings		58,247	37,124	38,621	1,497	
Other Revenue		338,087	316,142	413,806	97,664	▲
Profit on Disposal of Assets	6	6,000	6,000	5,744	(256)	
		4,692,648	4,526,689	5,440,787		
Expenditure from operating activities						
Employee Costs		(2,419,203)	(2,234,002)	(2,261,224)	(27,222)	▼
Materials and Contracts		(1,240,790)	(1,161,796)	(1,152,845)	8,951	
Utility Charges		(326,824)	(299,497)	(343,063)	(43,566)	▼
Depreciation on Non-Current Assets		(2,464,660)	(2,259,279)	(2,343,579)	(84,300)	▼
Interest Expenses		(34,694)	(29,940)	(29,442)	498	
Insurance Expenses		(194,263)	(190,068)	(190,012)	56	
Other Expenditure		(166,790)	(153,948)	(104,037)	49,911	▲
Loss on Disposal of Assets	6	(5,800)	(5,800)	(13,368)		
		(6,853,024)	(6,334,330)	(6,437,570)		
Operating activities excluded from budget						
Add back Depreciation		2,464,660	2,259,279	2,343,579	84,300	▲
Adjust (Profit)/Loss on Asset Disposal	6	(200)	(200)	7,624	7,824	
Adjust Provisions and Accruals		0	0	(14,803)	(14,803)	
Amount attributable to operating activities		304,084	451,438	1,339,617		
Investing activities						
Non-operating grants, subsidies and contributions	10	1,143,257	1,092,912	896,254	(196,659)	▼
Proceeds from Disposal of Assets	6	77,000	77,000	91,787	14,787	
Capital acquisitions	7	(2,743,617)	(2,640,700)	(1,809,129)	831,571	▲
Amount attributable to investing activities		(1,523,360)	(1,470,788)	(821,087)		
Financing Activities						
Self-Supporting Loan Principal		18,758	9,308	9,308	0	
Transfer from Reserves	9	230,000	0	0	0	
Repayment of Debentures	8	(64,099)	(48,801)	(48,801)	0	
Transfer to Reserves	9	(244,547)	(17,124)	(14,184)	2,940	
Amount attributable to financing activities		(59,888)	(56,617)	(53,677)		
Closing Funding Surplus (Deficit)	1(b)	(0)	203,197	1,766,964		

KEY INFORMATION

▲▼ Indicates a variance between Year to Date (YTD) Budget and YTD Actual data as per the adopted materiality threshold. Refer to Note 2 for an explanation of the reasons for the variance.

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

SIGNIFICANT ACCOUNTING POLICIES

CURRENT AND NON-CURRENT CLASSIFICATION

In the determination of whether an asset or liability is current or non-current, consideration is given to the time when each asset or liability is expected to be settled. The asset or liability is classified as current if it is expected to be settled within the next 12 months, being the Council's operational cycle. In the case of liabilities where Council does not have the unconditional right to defer settlement beyond 12 months, such as vested long service leave, the liability is classified as current even if not expected to be settled within the next 12 months. Inventories held for trading are classified as current even if not expected to be realised in the next 12 months except for land held for resale where it is held as non current based on Council's intentions to release for sale.

EMPLOYEE BENEFITS

The provisions for employee benefits relates to amounts expected to be paid for long service leave, annual leave, wages and salaries and are calculated as follows:

(i) Wages, Salaries, Annual Leave and Long Service Leave
(Short-term Benefits)

The provision for employees' benefits to wages, salaries, annual leave and long service leave expected to be settled within 12 months represents the amount the City has a present obligation to pay resulting from employees services provided to balance date. The provision has been calculated at nominal amounts based on remuneration rates the City expects to pay and includes related on-costs.

(ii) *Annual Leave and Long Service Leave (Long-term Benefits)*

The liability for long service leave is recognised in the provision for employee benefits and measured as the present value of expected future payments to be made in respect of services provided by employees up to the reporting date using the project unit credit method.

Consideration is given to expected future wage and salary levels, experience of employee departures and periods of service. Expected future payments are discounted using market yields at the reporting date on national government bonds with terms to maturity and currency that match as closely as possible, the estimated future cash outflows. Where the City does not have the unconditional right to defer settlement beyond 12 months, the liability is recognised as a current liability.

PROVISIONS

Provisions are recognised when: The council has a present legal or constructive obligation as a result of past events; it is more likely than not that an outflow of resources will be required to settle the obligation; and the amount has been reliably estimated. Provisions are not recognised for future operating losses. Where there are a number of similar obligations, the likelihood that an outflow will be required in settlement is determined by considering the class of obligations as a whole. A provision is recognised even if the likelihood of an outflow with respect to any one of item included in the same class of obligations may be small.

INVENTORIES

Inventories are measured at the lower of cost and net realisable value. Net realisable value is the estimated selling price in the ordinary course of business less the estimated costs of completion and the estimated costs necessary to make the sale.

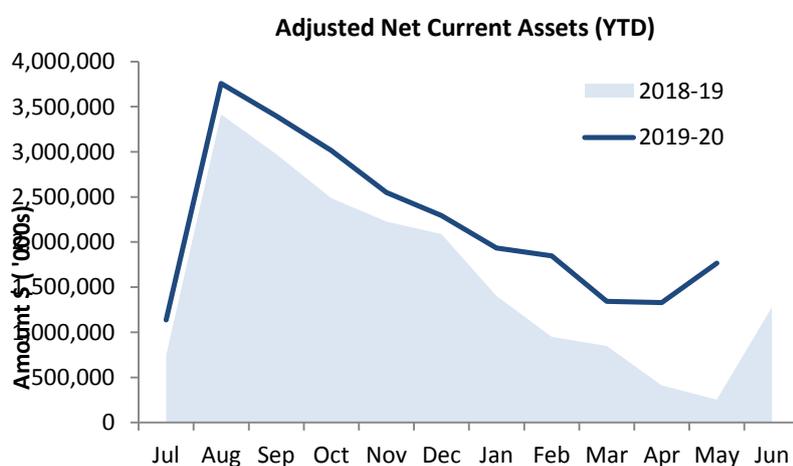
	Ref Note	Last Years Closing 30 June 2019	This Time Last Year 31 May 2019	Year to Date Actual 31 May 2020
Adjusted Net Current Assets		\$	\$	\$
Current Assets				
Cash Unrestricted	3	382,597	367,991	1,877,693
Cash Restricted	3	1,380,038	994,256	1,418,640
Receivables - Rates	4	56,891	84,460	94,770
Receivables - Other	4	1,035,863	47,968	57,118
Loans receivable		18,758	9,169	9,450
Accrued Income / Expenses In Advance		0	0	110,921
Interest / ATO Receivable		26,967	0	0
Inventories		46,978	40,543	46,978
		2,948,093	1,544,388	3,615,571
Less: Current Liabilities				
Payables		(206,717)	(229,092)	(231,890)
Accrued Expenses / Income In Advance		0	0	(151,555)
Regional Refuse Group Accrued Funds		(37,071)	(63,001)	(37,071)
Provisions - Loans, Annual & Long Service Leave		(371,243)	(334,608)	(322,768)
		(615,032)	(626,702)	(743,284)
Unadjusted Net Current Assets		2,333,061	917,686	2,872,287
Adjustments and exclusions permitted by FM Reg 32				
Less: Cash reserves	3	(1,380,038)	(994,256)	(1,418,640)
Less: Loans receivable		(18,758)	(9,169)	(9,450)
Add: Provisions - Loans, Annual & Long Service Leave		367,846	334,608	322,768
Adjusted Net Current Assets		1,302,110	248,869	1,766,964

SIGNIFICANT ACCOUNTING POLICIES

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

KEY INFORMATION

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



This Year YTD

Surplus(Deficit)

\$1.77 M

Last Year YTD

Surplus(Deficit)

\$.25 M

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MAY 2020**

**NOTE 2
EXPLANATION OF MATERIAL VARIANCES**

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

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

Reporting Program	Var. \$	Var.	Timing/ Permanent	Explanation of Variance
	\$			
Revenue from operating activities				
Governance	26,219	▲	Permanent	Reimbursement from Shire of Kondinin for previous CEO Long Service Leave Paid out on termination.
General Purpose Funding - Other	755,839	▲	Permanent	Early payment of the Federal Assistance Grants.
Education and Welfare	108,780	▲	Timing	HACC grant received earlier than budgeted.
Economic Services	78,064	▲	Permanent	Landcare Payroll not budgeted for but offset by expenditure.
Expenditure from operating activities				
Education and Welfare	38,227	▲	Timing	CACP Expenditure not in accordance with YTD Budget.
Community Amenities	29,568	▲	Timing	Household Refuse, Chemical Drum Disposal & Town Planning Expenses under YTD Budget.
Recreation and Culture	23,842	▲	Timing	Rec Centre Staff Salaries and Library Other Expenses under YTD Budget.
Transport	(114,663)	▼	Timing	Maintenance Grading, Street Trees & Depreciation over YTD Budget.
Economic Services	(98,021)	▼	Permanent	Landcare Payroll not budgeted for but offset by income.
Other Property and Services	26,959	▲	Timing	Consultants expenditure under YTD budget.
Investing Activities				
Non-operating Grants, Subsidies and Contributions	(196,659)	▼	Timing	Regional Road Group & Main Roads Bridge Capital Grants not in accordance with budgeted month to receive.
Capital Acquisitions	831,571	▲	Timing	Electronic Advertising Sign, Wetlands Park Playground Equipment, Capital Works Program, Footpath Program, Town Centre Redevelopment, Airport Development, Wetlands Park Pond Works & Townscape not in accordance with month budgeted to expend.

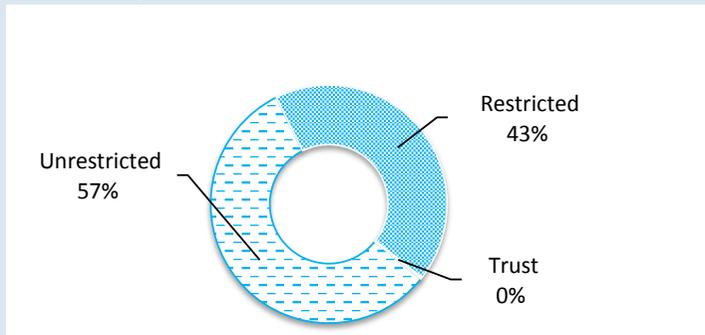
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MAY 2020**

**OPERATING ACTIVITIES
NOTE 3
CASH AND INVESTMENTS**

Cash and Investments	Unrestricted	Restricted	Trust	Total YTD Actual	Institution	Interest Rate	Maturity Date
	\$	\$	\$	\$			
Cash on Hand							
Petty Cash and Floats	1,350			1,350	N/A	Nil	On Hand
At Call Deposits							
Municipal Fund	919,630			919,630	NAB	Nil	At Call
Overnight Cash Deposit Facility	956,714			956,714	Treasury	0.70%	At Call
Municipal Investment Account 1	0				NAB	1.55%	29-Mar-20
Restricted Funds Account		24,418		24,418	NAB	0.25%	At Call
Trust Fund			8,200	8,200	NAB	Nil	At Call
Term Deposits							
Municipal Investment - Term Deposit		1,394,222		1,394,222	NAB	1.55%	28-Jun-20
Total	1,877,694	1,418,640	8,200	3,304,534			

SIGNIFICANT ACCOUNTING POLICIES

Cash and cash equivalents include cash on hand, cash at bank, deposits available on demand with banks and other short term highly liquid investments that are readily convertible to known amounts of cash and which are subject to an insignificant risk of changes in value and bank overdrafts. Bank overdrafts are reported as short term borrowings in current liabilities in the statement of financial position.



KEY INFORMATION

Cash and cash equivalents include cash on hand, cash at bank, deposits available on demand with banks and other short term highly liquid investments that are readily convertible to known amounts of cash and which are subject to an insignificant risk of changes in value and bank overdrafts. Bank overdrafts are reported as short term borrowings in current liabilities in the statement of financial position.

Total Cash	Unrestricted
\$3.3 M	\$1.88 M

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MAY 2020**

**OPERATING ACTIVITIES
NOTE 4
RECEIVABLES**

Rates Receivable	30 June 2019	31 May 2020
	\$	\$
Opening Arrears Previous Years	67,044	56,891
Levied this year	2,469,127	2,592,059
Less Collections to date	(2,473,810)	(2,554,179)
Equals Current Outstanding	62,361	94,770
Doubtful Rate Debtors	(5,470)	0
Net Rates Collectable	56,891	94,770
% Collected	100.19%	98.54%

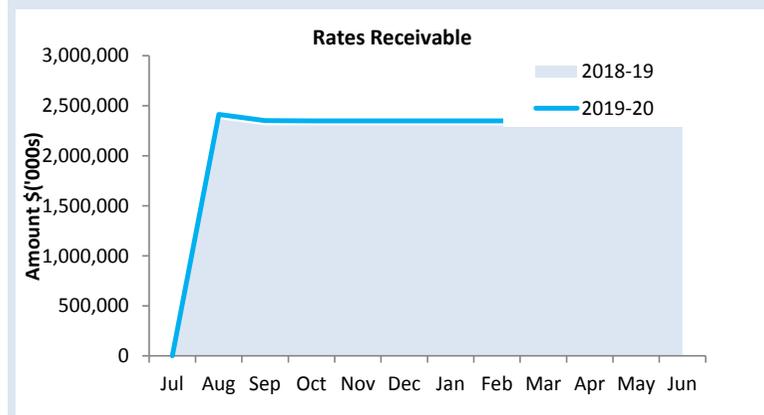
Receivables - General	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$
Receivables - General	20,040	3,487	8,161	27,670	59,358
Percentage	34%	6%	14%	47%	
Balance per Trial Balance					
Sundry debtors					59,358
Loans receivable - clubs/institutions					9,450
Doubtful Debtors					(2,240)
Total Receivables General Outstanding					66,568
Amounts shown above include GST (where applicable)					

KEY INFORMATION

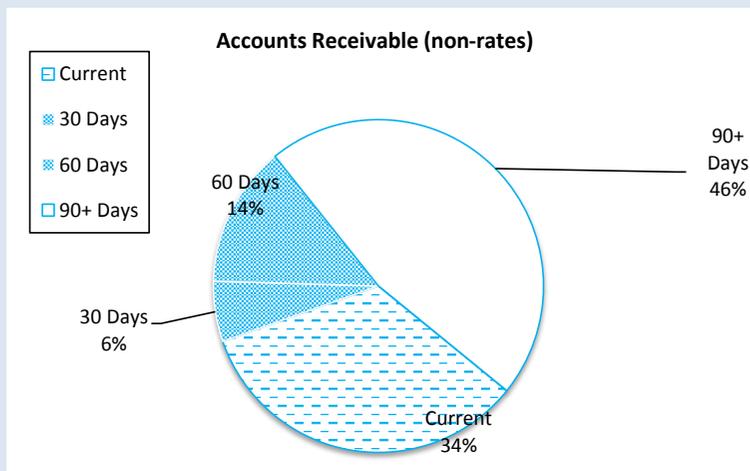
Trade and other receivables include amounts due from ratepayers for unpaid rates and service charges and other amounts due from third parties for goods sold and services performed in the ordinary course of business.

SIGNIFICANT ACCOUNTING POLICIES

Trade and other receivables include amounts due from ratepayers for unpaid rates and service charges and other amounts due from third parties for goods sold and services performed in the ordinary course of business. Receivables expected to be collected within 12 months of the end of the reporting period are classified as current assets. All other receivables are classified as non-current assets. Collectability of trade and other receivables is reviewed on an ongoing basis. Debts that are known to be uncollectible are written off when identified. An allowance for doubtful debts is raised when there is objective evidence that they will not be collectible.



Collected	Rates Due
99%	\$94,770



Debtors Due
\$66,568
Over 30 Days
66%
Over 90 Days
47%

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MAY 2020**

**OPERATING ACTIVITIES
NOTE 5
RATE REVENUE**

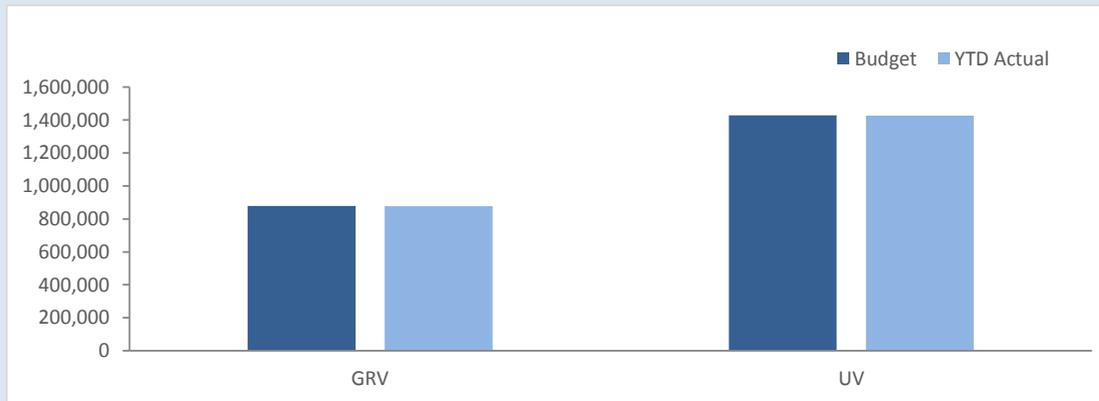
General Rate Revenue

RATE TYPE	Rate in	Number of Properties	Rateable Value	Budget			YTD Actual				
				Rate Revenue	Interim Rate	Back Rate	Rate Revenue	Interim Rates	Back Rates	Total Revenue	
	\$			\$	\$	\$	\$	\$	\$	\$	\$
Differential General Rate											
GRV	0.110160	744	7,953,721	876,206	2,000	1,000	879,206	876,206	-442	142	875,906
UV	0.007240	321	197,041,500	1,426,383	2,000	0	1,428,383	1,426,384	-324	0	1,426,060
	Minimum \$										
GRV	580	148	280,029	85,840	0	0	85,840	85,840	0	0	85,840
UV	580	63	3,270,037	36,540	0	0	36,540	36,540	0	0	36,540
Sub-Totals		1,276	208,545,287	2,424,969	4,000	1,000	2,429,969	2,424,969	-765	142	2,424,346
Discount							(86,105)				(86,849)
Amount from General Rates							2,343,864				2,337,497
Ex-Gratia Rates							12,394				12,393
Total General Rates							2,356,258				2,349,891

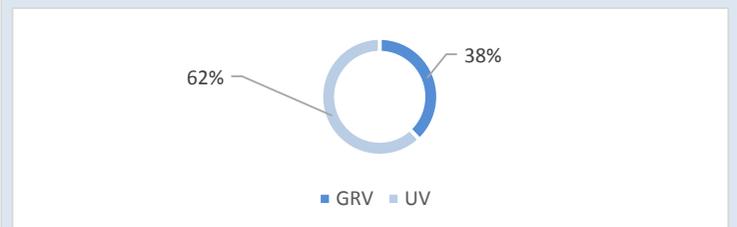
SIGNIFICANT ACCOUNTING POLICIES

Rates, grants, donations and other contributions are recognised as revenues when the local government obtains control over the assets comprising the contributions. Control over assets acquired from rates is obtained at the commencement of the rating period or, where earlier, upon receipt of the rates.

KEY INFORMATION



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

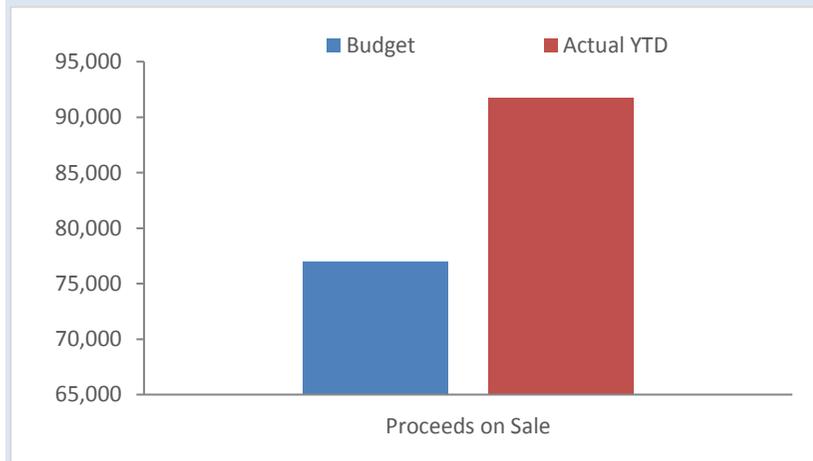


**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MAY 2020**

**OPERATING ACTIVITIES
NOTE 6
DISPOSAL OF ASSETS**

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

KEY INFORMATION



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

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MAY 2020

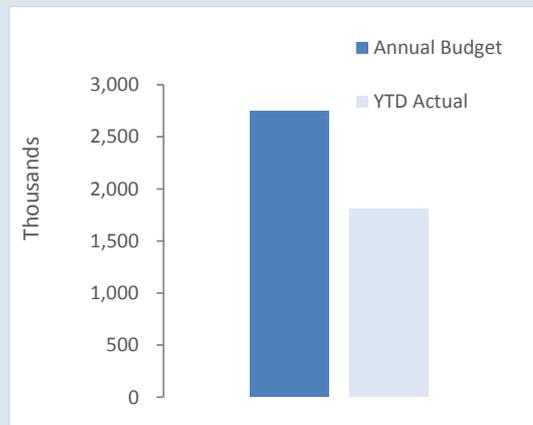
INVESTING ACTIVITIES
NOTE 7
CAPITAL ACQUISITIONS

Capital Acquisitions	Annual Budget	YTD Budget	YTD Actual Total	YTD Budget Variance
	\$	\$	\$	\$
Land	(40,000)	(40,000)	(40,499)	(499)
Buildings	(25,000)	(25,000)	(14,798)	10,202
Plant & Equipment	(344,000)	(344,000)	(325,575)	18,425
Furniture & Equipment	(126,700)	(126,700)	(34,560)	92,140
Infrastructure - Roads	(1,746,917)	(1,700,000)	(1,203,580)	496,420
Footpaths	(131,000)	(125,000)	(43,870)	81,130
Infrastructure - Other	(330,000)	(280,000)	(146,246)	133,754
Capital Expenditure Totals	(2,743,617)	(2,640,700)	(1,809,129)	831,571
Capital Acquisitions Funded By:				
	\$	\$	\$	\$
Capital grants and contributions	1,143,257	1,092,912	896,254	(196,659)
Other (Disposals & C/Fwd)	77,000	77,000	91,787	14,787
Cash Backed Reserves				
Recreation Development Reserve	15,000	0	0	0
Electronic Sign Reserve	10,250	0	0	0
Recreation Centre Equipment Reserve	4,000	0	0	0
Plant Replacement Reserve	90,000	0	0	0
Aerodrome Maintenance & Development Reserve	10,000	0	0	0
Refuse Waste Management Reserve	30,000	0	0	0
Land Development Reserve	40,000	0	0	0
Contribution - operations	1,324,110	1,470,788	821,088	(649,700)
Capital Funding Total	2,743,617	2,640,700	1,809,129	(831,571)

SIGNIFICANT ACCOUNTING POLICIES

All assets are initially recognised at cost. Cost is determined as the fair value of the assets given as consideration plus costs incidental to the acquisition. For assets acquired at no cost or for nominal consideration, cost is determined as fair value at the date of acquisition. The cost of non-current assets constructed by the local government includes the cost of all materials used in the construction, direct labour on the project and an appropriate proportion of variable and fixed overhead. Certain asset classes may be revalued on a regular basis such that the carrying values are not materially different from fair value. Assets carried at fair value are to be revalued with sufficient regularity to ensure the carrying amount does not differ materially from that determined using fair value at reporting date.

KEY INFORMATION



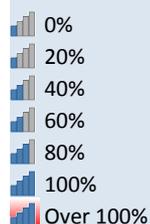
Acquisitions	Annual Budget	YTD Actual	% Spent
	\$2.74 M	\$1.81 M	66%
Capital Grant	Annual Budget	YTD Actual	% Received
	\$1.14 M	\$.9 M	78%

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

	Account Number	Annual Budget	YTD Budget	YTD Actual	YTD Variance	
Capital Expenditure						
Land						
	Town Centre Development	E167784	(40,000)	(40,000)	(40,499)	(499)
			(40,000)	(40,000)	(40,499)	(499)
Buildings						
	Caravan Park Camp Kitchen	E167130	(15,000)	(15,000)	(14,798)	202
	Solar Panels - Various Buildings	E167430	(10,000)	(10,000)	0	10,000
			(25,000)	(25,000)	(14,798)	10,202
Plant & Equipment						
	CEO Vehicle (PO1)	E167700	(48,000)	(48,000)	(41,596)	6,404
	HACC Co-ordinator Vehicle	E167745	(30,000)	(30,000)	(31,613)	(1,613)
	2013 Toro Ride on Mower (P18)	E167769	(28,000)	(28,000)	(24,979)	3,021
	2010 Toyota Gardener Utility (P94)	PE1904	(24,000)	(24,000)	(24,803)	(803)
	Isuzu Truck 13t (P14)	PE1905	(185,000)	(185,000)	(180,258)	4,742
	Stump Grinder for Bobcat	PE1906	(9,000)	(9,000)	0	9,000
	All Terrain Utility / Gator (RTV P52)	PE1907	(20,000)	(20,000)	(22,325)	(2,325)
			(344,000)	(344,000)	(325,575)	18,425
Furniture & Equipment						
	Electronic Advertising Sign	E167278	(56,500)	(56,500)	0	56,500
	Rec Centre - Furniture Upgrades	E167284	(8,000)	(8,000)	(5,644)	2,356
	Wetlands Park - Playground Equipment	FE1902	(38,200)	(38,200)	(5,950)	32,250
	Water Standpipe Controller	FE1903	(18,000)	(18,000)	(20,521)	(2,521)
	Pallet Racking - Depot	E167458	(6,000)	(6,000)	(2,446)	3,554
			(126,700)	(126,700)	(34,560)	92,140
Infrastructure - Roads						
	Capital Works Program	E167103	(1,746,917)	(1,700,000)	(1,187,968)	512,032
	WANDRRA Capital Works	E147125	0	0	(15,613)	(15,613)
			(1,746,917)	(1,700,000)	(1,203,580)	496,420
Footpaths						
	Footpath Program	E167124	(131,000)	(125,000)	(43,870)	81,130
			(131,000)	(125,000)	(43,870)	81,130
Infrastructure - Other						
	Cemetery Upgrade	E167191	(50,000)	(50,000)	(45,020)	4,980
	Learn to Swim Pool Heating	E167757	(40,000)	(40,000)	(39,409)	591
	Town Centre Redevelopment - Library Parking Area	E167785	(130,000)	(80,000)	0	80,000
	Airport Development	IO1901	(40,000)	(40,000)	(18,229)	21,771
	Wetlands Park Pond Works	E167758	(10,000)	(10,000)	(9,998)	2
	Townscape	E167136	(60,000)	(60,000)	(33,591)	26,409
			(330,000)	(280,000)	(146,246)	133,754
Capital Expenditure Total			(2,743,617)	(2,640,700)	(1,809,129)	831,571

KEY INFORMATION

Level of Completion Indicators



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

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MAY 2020**

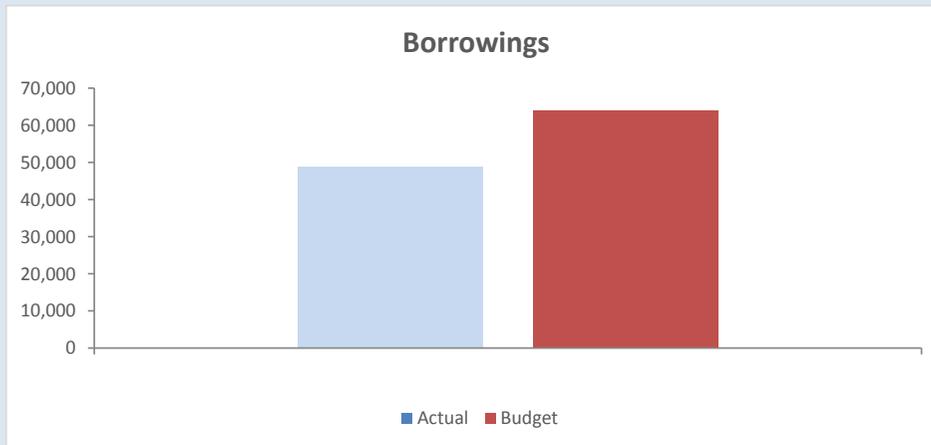
**FINANCING ACTIVITIES
NOTE 8
BORROWINGS**

Information on Borrowings Particulars	30 Jun 2019	New Loans		Principal Repayments		Principal Outstanding		Interest Repayments	
		Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget
	\$	\$	\$	\$	\$	\$	\$	\$	\$
Recreation and Culture									
Loan 131 - Recreation Centre Development	59,244	0	0	4,579	9,305	54,665	49,939	1,893	3,639
Loan 139 - Swimming Pool Redevelopment	227,284	0	0	12,662	12,662	214,622	214,622	11,374	11,374
Other Property and Services									
Loan 137 - Staff Housing	168,538	0	0	11,984	13,106	156,554	155,432	9,003	9,788
Loan 138 - Doctor Housing	87,159	0	0	10,268	10,268	76,891	76,891	5,306	5,306
	542,225	0	0	39,493	45,341	502,732	496,884	27,576	30,107
Self supporting loans									
Recreation and Culture									
Loan 141 - Wagin Ag Society (SSL)	155,507	0	0	9,308	18,758	146,199	136,749	2,364	4,586
	155,507	0	0	9,308	18,758	146,199	136,749	2,364	4,586
Total	697,732	0	0	48,801	64,099	648,931	633,633	29,940	34,693

All debenture repayments were financed by general purpose revenue.

KEY INFORMATION

All loans and borrowings are initially recognised at the fair value of the consideration received less directly attributable transaction costs. After initial recognition, interest-bearing loans and borrowings are subsequently measured at amortised cost using the effective interest method. Fees paid on the establishment of loan facilities that are yield related are included as part of the carrying amount of the loans and borrowings.

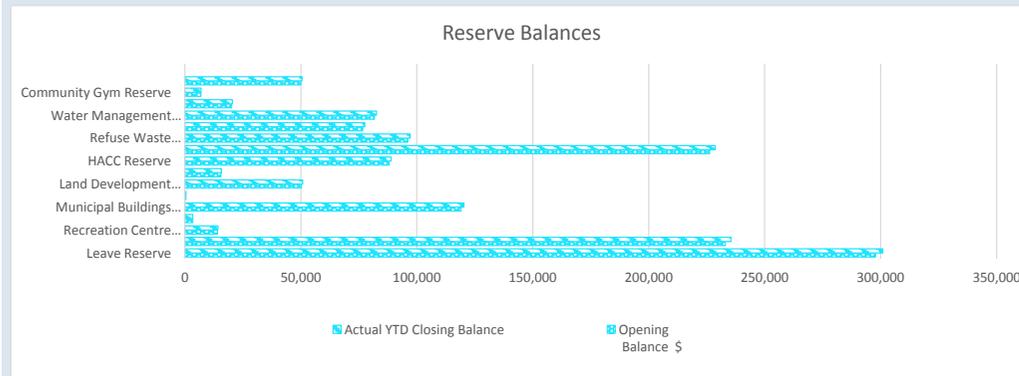


Principal Repayments	\$48,801
Interest Earned	\$38,621
Interest Expense	\$29,940
Reserves Bal	\$1.39 M
Loans Due	\$.65 M

Cash Backed Reserve

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

KEY INFORMATION



Grants and Contributions

		Annual Budget	YTD Budget	YTD Actual	YTD Variance
Operating grants, subsidies and contributions					
General Purpose Funding					
Grants Commission - General	I032005	455,916	455,916	909,189	453,273
Grants Commission - Roads	I032010	219,016	219,016	513,105	294,089
Law, Order and Public Safety					
DFES Grant - Operating Bush Fire Brigade	I051010	56,550	42,414	41,012	(1,402)
DFES Grant - MAF Funding	I051070	21,000	21,000	15,500	(5,500)
DFES Grant - Operating SES	I051075	27,860	20,895	14,900	(5,995)
Education and Welfare					
HACC Recurrent Grant	I082010	289,545	217,158	317,109	99,951
Recreation and Culture					
Volunteering WA	I119030	950	950	941	(9)
Thank A Volunteer Grant	I119031	950	950	1,000	50
Lotterywest - Wagin Street Carnival	I119031	8,755	8,755	8,060	(695)
Transport					
Direct Road Grants	I121005	118,788	118,788	118,788	0
Operating Contributions					
Rec Centre Equipment Contributions	I113030	1,800	1,800	600	
Contribution to Woolorama	I119015	1,000	1,000	0	
Community Events Income	I119030	1,500	1,500	0	
Contribution - St Lighting	I121025	3,435	0	3,218	3,218
Operating grants, subsidies and contributions Total		1,207,065	1,110,142	1,943,422	836,980
Non-operating grants, subsidies and contributions					
Community Amenities					
Contributions to Cemetery Upgrade	I107025	8,000	8,000	0	(8,000)
Recreation and Culture					
Wetlands Park Playground Upgrade Contribution	I113040	28,200	0	0	0
Electronic Sign Contributions	I119020	35,000	35,000	50,000	15,000
CSRFF Grant - Swim Pool Stage 2	I112025	20,000	20,000	18,100	(1,900)
Transport					
Road Project Grants	I121010	307,605	307,605	246,084	(61,521)
Roads To Recovery Grant	I121015	312,145	290,000	312,145	22,145
Main Roads Bridge Grant	I121070	422,322	422,322	254,312	(168,010)
Regional Airports Development Scheme (RADs)	I126015	9,985	9,985	0	(9,985)
WANDRRA Storm Damage	I147125	0	0	15,613	15,613
Non-operating grants, subsidies and contributions Total		1,143,257	1,092,912	896,254	(196,659)
Grand Total		2,350,322	2,203,054	2,839,675	640,321

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MAY 2020**

**NOTE 11
OTHER FUNDS**

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

Description	TRUST ACCOUNT			
	Opening Balance 01 Jul 2019	Amount Received	Amount Paid	Closing Balance 31 May 2020
	\$	\$	\$	\$
In Lieu of Public Open Space	8,200	0	0	8,200
	8,200	0	0	8,200

Description	CASH MAXIMISER ACCOUNT			
	Opening Balance 01 Jul 2019	Amount Received	Amount Paid	Closing Balance 31 May 2020
	\$	\$	\$	\$
Deposits - Town Hall	1,100	200	(500)	800
Deposits - Community Bus	1,200	1,950	(2,550)	600
Deposits - Rec Ctr & EFP	2,362	3,493	(2,700)	3,155
Deposits - Animal Trap	0	150	(100)	50
BCITF	0	866	(866)	0
Deposit - Community Gym Key	3,000	1,230	(1,470)	2,760
Building Services Levy	0	1,864	(1,679)	185
Nomination Deposits	160	640	(640)	160
Pre-Paid Rates	0	0	0	0
Other Deposits	6,679	0	0	6,679
Unclaimed Monies	1,733	0	0	1,733
Transport Licensing	10,427	0	(10,427)	0
Bank Charges	0	0	0	0
Banking Errors	0	0	0	0
Deposit - Refuse Site Key	20	0	0	20
Staff Christmas Fund	4,060	3,360	(7,420)	0
Trust Accounts Receivable	-62	338	0	276
Cemetery Shelter Contributions	8,000	0	0	8,000
	38,679	14,091	(28,352)	24,418

SHIRE OF WAGIN
STATEMENT OF OPERATING INCOME AND EXPENDITURE
FOR THE PERIOD ENDED 31 MAY 2020

COA	Description	Type	Annual Budget	YTD Budget	YTD Actual
General Purpose Funding					
Rate Revenue					
I031005	GRV	Inc	876,206	876,206	876,206
I031010	GRV Minimums	Inc	85,840	85,840	85,840
I031015	UV	Inc	1,426,384	1,426,384	1,426,384
I031020	UV Minimums	Inc	36,540	36,540	36,540
I031025	GRV Interim Rates	Inc	2,000	1,665	(442)
I031030	UV Interim Rates	Inc	2,000	2,000	(324)
I031035	Back Rates	Inc	1,000	500	142
I031040	Ex-Gratia Rates (CBH)	Inc	12,394	12,394	12,393
I031045	Discount Allowed	Inc	(86,105)	(86,105)	(86,849)
I031050	Instalment Admin Charge	Inc	8,000	8,000	4,827
I031055	Account Enquiry Fee	Inc	2,000	1,837	1,925
I031060	(Rate Write Offs)	Inc	(5,000)	(2,500)	(170)
I031065	Penalty Interest	Inc	12,000	9,000	11,188
I031070	Emergency Services Levy	Inc	113,467	113,467	113,215
I031075	ESL Penalty Interest	Inc	600	550	598
I031080	Instalment Interest	Inc	0	0	3,445
I031090	Rate Legal Charges	Inc	10,000	9,163	17,548
			<u>2,497,326</u>	<u>2,494,941</u>	<u>2,502,466</u>
E031005	Valuation Expenses	Exp	(10,000)	(10,000)	(8,730)
E031010	Legal Costs/Expenses	Exp	(1,000)	(750)	(959)
E031015	Title Searches	Exp	(600)	(550)	(418)
E031020	Rate Recovery Expenses	Exp	(10,000)	(10,000)	(16,313)
E031025	Printing Stationery Postage	Exp	(2,000)	(2,000)	(1,710)
E031030	Emergency Services Levy	Exp	(113,467)	(113,467)	(113,385)
E031040	Rate Refunds	Exp	(1,000)	(1,000)	0
E031041	Rates & Rubbish Waivers/Concessions	Exp	(2,923)	(2,923)	(2,810)
E031100	Administration Allocated	Exp	(90,583)	(83,039)	(83,039)
			<u>(231,573)</u>	<u>(223,729)</u>	<u>(227,364)</u>
Other General Purpose Funding					
I032005	Grants Commission General	Inc	455,916	455,916	909,189
I032010	Grants Commission Roads	Inc	219,016	219,016	513,105
I032020	Administration Rental	Inc	36,000	33,000	33,000
I032025	Photocopies, Publications, PA & Projector Hire	Inc	1,000	913	1,047
I032030	Reimbursements	Inc	100	100	0
I032035	SS Loans Interest & GFee Reimb.	Inc	5,786	2,986	2,907
I032040	Bank Interest	Inc	12,000	11,000	9,803
I032045	Reserves Interest	Inc	34,247	17,124	14,184
I032055	Commissions & Recoups	Inc	500	400	0
			<u>764,565</u>	<u>740,455</u>	<u>1,483,235</u>
E032005	Bank Fees and Charges	Exp	(11,000)	(10,087)	(8,949)
E032015	Interest on Loans	Exp	(34,694)	(29,940)	(30,266)
E032030	Audit Fees & Other Services	Exp	(22,000)	(14,000)	(23,691)
E032035	Administration Allocated	Exp	(88,383)	(81,015)	(81,015)
			<u>(156,077)</u>	<u>(135,042)</u>	<u>(143,921)</u>
Total General Purpose Income			<u>3,261,891</u>	<u>3,235,396</u>	<u>3,985,701</u>
Total General Purpose Expenditure			<u>(387,650)</u>	<u>(358,771)</u>	<u>(371,285)</u>
Governance					

COA	Description	Type	Annual Budget	YTD Budget	YTD Actual
Members of Council					
I041020	Other Income Relating to Members	Inc	1,000	500	0
			1,000	500	0
E041005	Sitting Fees	Exp	(18,000)	(13,500)	(16,625)
E041010	Training	Exp	(8,000)	(8,000)	(4,318)
E041015	Members Travelling	Exp	(1,000)	(750)	(547)
E041025	Election Expenses	Exp	(3,000)	(3,000)	(1,624)
E041030	Other Expenses	Exp	(5,000)	(4,500)	(3,588)
E041035	Conference Expenses	Exp	(12,000)	(12,000)	(8,113)
E041040	Presidents Allowance	Exp	(12,000)	(9,000)	(9,000)
E041045	Deputy Presidents Allowance	Exp	(3,000)	(2,250)	(2,250)
E041055	Refreshments and Receptions	Exp	(14,000)	(13,250)	(8,404)
E041060	Presentations	Exp	(2,500)	(2,500)	(3,262)
E041065	Insurance	Exp	(9,630)	(9,630)	(9,630)
E041070	Public Relations	Exp	(3,000)	(3,000)	(254)
E041075	Subscriptions	Exp	(25,200)	(25,200)	(31,269)
E041100	Administration Allocated	Exp	(108,766)	(99,704)	(99,704)
			(225,096)	(206,284)	(198,588)
Other Governance					
I042030	Profit on Sale of Asset	Inc	3,000	3,000	1,644
I042045	Admin Reimbursements	Inc	5,000	3,750	18,494
I042050	Paid Parental Leave Reimbursement	Inc	0	0	13,331
			8,000	6,750	33,469
E042005	Administration Salaries	Exp	(660,255)	(605,231)	(618,792)
E042008	Admin Leave/Wages Liability	Exp	0	0	0
E042010	Administration Superannuation	Exp	(68,951)	(63,206)	(65,597)
E042011	Loyalty Allowance	Exp	(8,580)	(7,865)	(6,150)
E042012	Housing Allowance Admin	Exp	(10,340)	(9,940)	(9,105)
E042015	Insurance	Exp	(23,073)	(23,073)	(23,073)
E042020	Staff Training	Exp	(14,000)	(12,837)	(6,285)
E042025	Removal Expenses	Exp	(8,000)	(8,000)	0
E042030	Printing & Stationery	Exp	(26,000)	(23,837)	(26,351)
E042035	Phone, Fax & Modem	Exp	(10,000)	(9,163)	(6,760)
E042040	Office Maintenance	Exp	(54,500)	(49,962)	(54,414)
E042045	Advertising	Exp	(8,000)	(7,337)	(6,851)
E042050	Office Equipment Maintenance	Exp	(3,000)	(2,750)	(1,499)
E042055	Postage & Freight	Exp	(4,000)	(3,663)	(3,013)
E042060	Vehicle Running Expenses	Exp	(7,500)	(7,169)	(9,773)
E042065	Legal Expenses	Exp	(3,000)	(1,500)	(2,286)
E042070	Garden Expenses	Exp	(10,000)	(9,163)	(12,740)
E042075	Conference & Training	Exp	(11,000)	(11,000)	(9,310)
E042080	Computer Support	Exp	(87,500)	(86,500)	(83,913)
E042085	Other Expenses	Exp	(1,500)	(1,500)	(1,161)
E042090	Administration Allocated	Exp	(198,000)	(181,500)	(181,500)
E042095	Fringe Benefits Tax	Exp	(10,000)	(7,500)	(14,940)
E042100	Staff Uniforms	Exp	(4,000)	(4,000)	(2,575)
E042120	Depreciation - Other Governance	Exp	(66,830)	(61,259)	(48,431)
E042125	Less Administration Allocated	Exp	1,109,529	1,017,093	1,017,093
E042155	Lease of Photocopier	Exp	(2,500)	(2,288)	(2,222)
E042160	CEO Recruitment	Exp	(8,000)	(8,000)	(8,684)
			(199,000)	(191,150)	(188,332)
Total Governance Income			9,000	7,250	33,469
Total Governance Expenditure			(424,096)	(397,434)	(386,920)

Law, Order & Public Safety

COA	Description	Type	Annual Budget	YTD Budget	YTD Actual
Fire Prevention					
I051010	BFB Operating Grant	Inc	56,550	42,414	41,012
I051015	Sale of Fire Maps	Inc	300	275	114
I051025	Reimbursements	Inc	3,000	2,250	200
I051030	Bush Fire Infringements	Inc	1,500	1,500	1,403
I051035	ESL Admin Fee	Inc	4,000	4,000	4,000
I051070	Other Bushfire Grants Income	Inc	21,000	21,000	15,500
I051075	SES Operating Grant	Inc	27,860	20,895	14,900
			114,210	92,334	77,129
E051005	BFB Operation Expenditure	Exp	(56,550)	(56,300)	(41,012)
E051010	Communication Mtce	Exp	(3,000)	(2,788)	(2,306)
E051015	Advertising & Other Expenses	Exp	(2,000)	(2,000)	(2,506)
E051020	Fire Fighting/Emergency Services Expenses	Exp	(2,000)	(2,000)	(4,925)
E051025	Town Block Burn Off	Exp	(5,000)	(5,000)	(10,972)
E051040	Other Bushfire Grants Expenditure	Exp	0	0	(37,251)
E051060	SES Operation Expenditure	Exp	(27,860)	(23,592)	(14,900)
E051100	Administration Allocated	Exp	(56,011)	(51,348)	(51,348)
E051190	Depreciation - Fire Prevention	Exp	(24,590)	(22,539)	(14,829)
			(177,011)	(165,567)	(180,049)
Animal Control					
I052005	Dog Fines and Fees	Inc	6,000	5,500	3,309
I052006	Cat Fines and Fees	Inc	300	275	258
I052010	Hire of Animal Traps	Inc	50	50	91
I052015	Dog Registration	Inc	7,500	7,250	5,297
I052016	Cat Registration	Inc	600	550	132
I052020	Reimbursements	Inc	500	375	0
			14,950	14,000	9,087
E052005	Ranger Salary	Exp	(12,000)	(11,000)	(11,862)
E052007	Ranger Telephone	Exp	(1,000)	(913)	(900)
E052010	Pound Maintenance	Exp	(2,450)	(2,312)	(2,077)
E052015	Dog Control Insurance	Exp	(240)	(240)	(239)
E052020	Legal Fees	Exp	(500)	(500)	0
E052025	Training & Conference	Exp	(2,000)	(2,000)	0
E052030	Ranger Services Other	Exp	(28,000)	(25,888)	(23,018)
E052035	Administration Allocated	Exp	(24,606)	(22,561)	(22,561)
E052190	Depreciation - Animal Control	Exp	(1,650)	(1,518)	(921)
			(72,446)	(66,932)	(61,578)
Other Law, Order & Public Safety					
I053005	Abandoned Vehicles/Fines	Inc	50	50	0
I053040	Safer Wagin Income	Inc	10,394	10,394	10,167
I053055	Reimbursements	Inc	0	0	471
I053075	Covert Cameras for CCTV System	Inc	0	0	14,211
			10,444	10,444	24,849
E053005	Abandoned Vehicles	Exp	(500)	(500)	0
E053010	Emergency Services	Exp	0	0	0
E053040	Safer Wagin Expenditure	Exp	(500)	(500)	(2,587)
E053045	CCTV & Security	Exp	(12,000)	(11,800)	(9,901)
E053055	Mosquito Control	Exp	(10,000)	(10,000)	(5,556)
			(23,000)	(22,800)	(18,044)
Total Law, Order & Public Safety Income			139,604	116,778	111,064
Total Law, Order & Public Safety Expenditure			(272,457)	(255,299)	(259,673)

Health

Maternal & Infant Health

COA	Description	Type	Annual Budget	YTD Budget	YTD Actual
E071005	Medical Centre Mtce - Infant Health Centre	Exp	(11,150)	(10,208)	(5,856)
			(11,150)	(10,208)	(5,856)
	Preventative Services - Admin & Inspections				
I074005	Food Licences & Fees	Inc	800	737	234
I074015	Contrib. Regional Health Scheme	Inc	46,000	42,163	43,707
			46,800	42,900	43,941
E074005	EHO Salary	Exp	(97,000)	(88,913)	(84,525)
E074008	EHO Leave/Wages Liability	Exp	0	0	0
E074010	EHO Superannuation	Exp	(9,650)	(8,844)	(8,917)
E074015	Other Control Expenses	Exp	(8,000)	(7,576)	(16,360)
E074020	EHO/Building Surveyor Vehicle Expenses	Exp	(5,000)	(4,698)	(4,073)
E074030	Conferences & Training	Exp	(3,000)	(3,000)	(3,593)
E074035	Loss on Sale of Asset	Exp	0	0	0
E074100	Administration Allocated	Exp	(25,001)	(22,913)	(22,913)
E074190	Depreciation - Prevent Services	Exp	(5,930)	(5,434)	(7,244)
			(153,581)	(141,378)	(147,625)
	Other Health				
I076010	Rent - Medical Centre-Dentist	Inc	3,856	3,531	3,531
I076015	Reimbursements - IPN Medical	Inc	1,198	0	0
I076020	Meeting Room Fees	Inc	3,500	3,212	3,145
I076040	Reimbursements - Dr Norris	Inc	700	0	0
			9,254	6,743	6,676
E076020	Medical Centre Mtce - Dr & Dentist Surgery	Exp	(14,585)	(13,365)	(14,877)
E076025	Depreciation - Other Health	Exp	(20,720)	(18,997)	(20,017)
E076030	Doctors Vehicle Mtce	Exp	(2,800)	(2,800)	(1,676)
E076040	IPN Medical Services	Exp	(47,365)	(35,523)	(34,999)
			(85,470)	(70,685)	(71,569)
	Health - Preventative Services				
E077010	Analytical Expenses	Exp	(460)	(460)	(463)
			(460)	(460)	(463)
	Total Health Income		56,054	49,643	50,616
	Total Health Expenditure		(250,661)	(222,731)	(225,511)
	Education & Welfare				
	Pre Schools				
I083035	Day Care Lease	Exp	7,559	6,930	7,548
I083036	Day Care Reimbursements	Exp	3,500	2,917	1,829
			11,059	9,847	9,377
E080010	Kindegarten Maintenance (Daycare)	Exp	(14,900)	(13,662)	(11,076)
E080190	Depreciation - Pre-Schools	Exp	(5,420)	(4,972)	(3,768)
			(20,320)	(18,634)	(14,844)
	Other Education				
E081020	School Oval Mtce	Exp	0	0	0
E081030	Contribution - Wagin Youth Care	Exp	(2,400)	(2,400)	(2,400)
			(2,400)	(2,400)	(2,400)
	HACC Program				
I082010	HACC Recurrent Grant	Inc	289,545	217,158	317,109
I082015	Meals on Wheels	Inc	20,000	18,337	3,985
I082020	HACC Fee for Service	Inc	35,000	32,087	49,913
I082030	Reimbursements	Inc	500	375	18
			345,045	267,957	371,025

COA	Description	Type	Annual Budget	YTD Budget	YTD Actual
E082010	Co-ordinator Salary	Exp	(65,000)	(59,587)	(54,981)
E082013	HACC Wages/Contract Liability	Exp	0	0	31,252
E082015	Home Mtce Salary	Exp	(19,000)	(17,413)	(24,116)
E082020	Respite Salaries	Exp	(600)	(600)	(205)
E082025	Home Help Salaries	Exp	(130,000)	(119,163)	(150,566)
E082030	Superannuation	Exp	(18,000)	(16,500)	(19,930)
E082035	Other Expenses	Exp	(3,000)	(2,900)	(1,780)
E082040	Travelling - Mileage	Exp	(17,000)	(15,587)	(25,330)
E082045	Staff Training	Exp	(1,500)	(1,500)	(634)
E082050	Staff Training Salaries	Exp	(2,500)	(1,875)	(648)
E082055	Subscriptions	Exp	(4,500)	(4,500)	(3,127)
E082060	Telephone & Postage	Exp	(3,000)	(2,787)	(2,158)
E082065	Advertising & Stationery	Exp	(500)	(469)	(673)
E082070	Insurance	Exp	(6,874)	(6,874)	(4,684)
E082075	Office Accommodation	Exp	(36,000)	(33,000)	(33,000)
E082080	Plant & Equipment Mtce	Exp	(7,000)	(6,587)	(9,402)
E082085	Consumable Supplies	Exp	(4,298)	(3,848)	(6,069)
E082090	Expenditure from Donations	Exp	(4,273)	(4,023)	(2,170)
E082100	Administration Allocated	Exp	(29,466)	(27,016)	(27,016)
E082110	Meals on Wheels Expenditure	Exp	(22,000)	(20,163)	(7,044)
E082120	Loss on Sale of Asset	Exp	(4,800)	(4,800)	(1,343)
E082130	Homecare COVID Funding Expenditure	Exp	0	0	(501)
E082190	Depreciation - HACC	Exp	(25,440)	(23,320)	(17,413)
			(404,751)	(372,512)	(361,538)
	Other Welfare				
I083010	Wagin Frail Aged Reimb	Inc	7,340	7,340	11,017
I083040	Other Welfare Income	Inc	0	0	2,505
			7,340	7,340	13,522
E083010	Wagin Frail Aged Exp	Exp	(7,340)	(7,340)	(11,360)
E083020	Comm. Aged Care Expenses	Exp	(39,394)	(29,397)	0
E083050	Other Welfare Exp	Exp	0	0	(1,915)
			(46,734)	(36,737)	(13,275)
	Total Education & Welfare Income		363,444	285,144	393,924
	Total Education & Welfare Expenditure		(474,205)	(430,283)	(392,056)
	Community Amenities				
	Sanitation - Household Refuse				
I101005	Domestic Collection	Inc	241,800	241,800	242,168
I102020	Refuse Site Fees	Inc	18,000	16,500	18,764
			259,800	258,300	260,932
E101005	Domestic Refuse Collection	Exp	(70,000)	(64,163)	(60,831)
E101010	Recycling Pick-Up	Exp	(66,000)	(60,500)	(57,096)
E101015	Refuse Site Mtce	Exp	(134,000)	(122,837)	(114,379)
E101025	Refuse Site Attendant	Exp	0	0	0
			(270,000)	(247,500)	(232,306)
	Sanitation - Other				
I102002	Commercial Collection Charges	Inc	65,000	65,000	63,511
I102005	Reimbursement Drummuster	Inc	4,000	4,000	0
I102010	Charges Bulk Rubbish	Inc	15,500	14,212	14,055
			84,500	83,212	77,566
E102005	Commercial Collection	Exp	(14,000)	(12,837)	(11,912)
E102010	Bulk Rubbish Collection	Exp	(15,500)	(14,212)	(14,367)
E101020	Chemical Drum Disposal Costs	Exp	(5,000)	(5,000)	(832)

COA	Description	Type	Annual Budget	YTD Budget	YTD Actual
E102190	Depreciation - Sanitation	Exp	(12,310)	(11,286)	(12,762)
			(46,810)	(43,335)	(39,873)
	Sewerage				
I104005	Septic Tank Fees	Inc	500	462	0
			500	462	0
E104005	Sewerage Treatment Plant	Exp	(500)	(500)	(55)
			(500)	(500)	(55)
	Regional Refuse Group				
E102007	Regional Refuse Group Expenses	Exp	0	0	0
			0	0	0
	Town Planning				
I106005	Planning Fees	Inc	3,500	3,212	1,916
			3,500	3,212	1,916
E106005	Town Planning Expenses	Exp	(35,000)	(32,087)	(25,656)
E106100	Administration Allocated	Exp	(31,934)	(29,271)	(29,271)
			(66,934)	(61,358)	(54,927)
	Other Community Amenities				
I107005	Cemetery Fees	Inc	12,000	11,000	9,861
I107010	Community Bus Income	Inc	4,000	3,663	3,282
I107025	Other Community Amenities Contributions	Inc	8,000	8,000	0
			24,000	22,663	13,143
E107005	Cemetery Mtce	Exp	(27,300)	(25,036)	(29,459)
E107010	Public Convenience Mtce	Exp	(65,700)	(60,236)	(61,673)
E107015	Community Bus Operating	Exp	(2,000)	(1,837)	(2,182)
E107100	Administration Allocated	Exp	(64,620)	(59,235)	(59,235)
E107190	Depreciation - Other Comm Amenities	Exp	(39,520)	(36,223)	(25,982)
			(199,140)	(182,567)	(178,531)
	Total Community Amenities Income		372,300	367,849	353,556
	Total Community Amenities Expenditure		(583,384)	(535,260)	(505,692)
	Recreation & Culture				
	Public Halls & Civic Centres				
I111005	Town Hall Hire	Inc	1,200	1,100	852
I111010	Reimbursements	Inc	100	100	0
I111015	Town Hall Lease -L Piesse	Inc	4,265	3,905	3,905
			5,565	5,105	4,757
E111005	Town Hall Mtce	Exp	(20,700)	(18,986)	(15,041)
E111010	Other Halls Mtce	Exp	(6,200)	(5,687)	(1,916)
E111190	Depreciation - Public Halls	Exp	(55,610)	(50,974)	(51,708)
			(82,510)	(75,647)	(68,665)
	Swimming Pool				
I112010	Swimming Pool Admission	Inc	35,000	35,000	29,318
I112015	Swimming Pool Miscellaneous Income	Inc	105	105	0
I112020	Reimbursements	Inc	600	600	0
I112025	CSRFF Grant - Swim Pool Stage 2	Inc	20,000	20,000	18,100
			55,705	55,705	47,418
E112005	Pool Staff Salary	Exp	(65,000)	(60,000)	(72,242)
E112008	Pool Leave/Wages Liability	exp	0	0	0
E112010	Superannuation	Exp	(6,000)	(5,500)	(8,802)

COA	Description	Type	Annual Budget	YTD Budget	YTD Actual
E112015	Swimming Pool Maintenance	Exp	(104,500)	(95,549)	(83,103)
E112020	Swimming Pool Other Expenses	Exp	(4,000)	(3,950)	(2,051)
E112190	Depreciation - Swimming Pools	Exp	(185,400)	(169,950)	(169,695)
			(364,900)	(334,949)	(335,893)
	Other Recreation & Sport				
I113005	Sportsground Rental	Inc	7,820	7,820	3,455
I113015	Power Reimbursements	Inc	6,000	5,400	2,846
I113020	Recreation Centre Hire	Inc	10,000	9,400	3,050
I113025	Reimbursements Other	Inc	500	500	3,911
I113030	Rec Centre Equipment Contributions	Inc	1,800	1,800	600
I113035	Sporting Club Leases	Inc	50	50	50
I113040	Other Recreation & Sport Contributions	Inc	28,200	0	0
I113055	Eric Farrow Pavillion Hire	Inc	2,000	1,837	2,514
I113065	Community Gym Membership	Inc	11,200	11,000	10,114
			67,570	37,807	26,540
E113005	Sportsground Mtce	Exp	(103,250)	(94,644)	(92,088)
E113010	Sportsground Building Mtce	Exp	(23,100)	(21,186)	(17,333)
E113015	Wetlands Park Mtce	Exp	(59,700)	(54,736)	(70,282)
E113020	Parks & Gardens Mtce	Exp	(56,300)	(51,623)	(51,212)
E113025	Puntapin Rock Mtce	Exp	(2,600)	(2,387)	(901)
E113030	Recreation Centre Mtce	Exp	(49,700)	(45,551)	(42,468)
E113035	Rec Staff Salaries	Exp	(22,000)	(19,500)	(9,980)
E113038	Rec Staff Leave/Wages Liability	Exp	0	0	0
E113040	Superannuation	Exp	(2,200)	(2,013)	(762)
E113045	Other Expenses	Exp	(1,500)	(1,500)	(877)
E113050	Norring Lake Mtce	Exp	(3,100)	(2,866)	(1,790)
E113065	Eric Farrow Pavilion Mtce	Exp	(22,800)	(20,900)	(21,005)
E113070	Rec Centre Sports Equipment	Exp	(2,000)	(2,000)	0
E113095	Community Gym Expenditure	Exp	(5,700)	(5,037)	(4,789)
E113100	Administration Allocated	Exp	(99,515)	(91,223)	(91,223)
E113190	Depreciation - Other Rec & Sport	Exp	(233,950)	(214,456)	(214,512)
			(687,415)	(629,622)	(619,222)
	Library				
I115005	Lost Books	Inc	50	50	0
I115010	Reimbursements	Inc	100	100	0
			150	150	0
E115005	Library Staff Salaries	Exp	(48,000)	(44,000)	(39,400)
E115008	Library Leave/Wages Liability	Exp	0	0	0
E115015	Library Building Mtce	Exp	(7,730)	(7,095)	(7,492)
E115020	Library Other Expenses	Exp	(11,410)	(10,960)	(3,974)
E115190	Depreciation - Libraries	Exp	(1,550)	(1,419)	(1,285)
			(68,690)	(63,474)	(52,151)
	Other Culture				
I116035	Long Table Experience Income	Inc	0	0	0
I119015	Contribution to Woolorama	Inc	1,000	1,000	0
I119020	Reimbursements	Inc	35,100	35,100	50,000
I119030	Community Events Income	Inc	3,450	3,450	1,468
I119031	Other Culture Grant Funds	Inc	9,705	9,705	9,060
			49,255	49,255	60,528
E116005	Subsidy Woolorama Committee	Exp	(500)	(500)	(500)
E116010	Woolorama Costs & Maintenance	Exp	(60,450)	(55,407)	(64,818)
E116015	Community Centre Mtce	Exp	(10,100)	(9,262)	(5,668)
E116020	Historical Village	Exp	(2,900)	(2,662)	(1,976)
E116035	Long Table Experience Expenditure	Exp	0	0	0
E116045	Community Development Events	Exp	(26,155)	(25,824)	(24,937)

COA	Description	Type	Annual Budget	YTD Budget	YTD Actual
E116046	Community Development Equipment Maintenance	Exp	(500)	(500)	(181)
E116055	Other Culture Grant Funds Exp	Exp	0	0	0
E116190	Depreciation - Other Culture	Exp	(3,300)	(3,025)	(3,022)
			(103,905)	(97,180)	(101,102)
Total Recreation & Culture Income			178,245	148,022	139,243
Total Recreation & Culture Expenditure			(1,307,420)	(1,200,872)	(1,177,030)
Transport					
Streets Roads Bridges & Depot Construction					
I121005	Direct Road Grants	Inc	118,788	118,788	118,788
I121010	Road Project Grants	Inc	307,605	307,605	246,084
I121015	Roads to Recovery Grant	Inc	312,145	290,000	312,145
I121020	Reimbursements	Inc	1,000	1,000	23
I121025	Contribution - St Lighting	Inc	3,435	0	3,218
I121070	Main Roads Bridge Grant	Inc	422,322	422,322	254,312
I147125	Storm Damage Reimbursements	Inc	0	0	15,613
			1,165,295	1,139,715	950,183
Streets Roads Bridges & Depot Maintenance					
I122055	Diesel Fuel Rebate Income	Inc	45,000	41,250	40,348
			45,000	41,250	40,348
E122005	Road Maintenance	Exp	(125,000)	(114,587)	(93,193)
E122006	Maintenance Grading	Exp	(175,000)	(160,424)	(195,815)
E122007	Rural Tree Pruning	Exp	(100,000)	(98,511)	(94,069)
E122008	Rural Spraying	Exp	(15,000)	(15,000)	(11,402)
E122009	Town Site Spraying	Exp	(30,000)	(28,163)	(16,452)
E122010	Depot Mtce	Exp	(23,000)	(21,087)	(20,417)
E122011	Town Reserve & Verg Mtce	Exp	(2,000)	(1,950)	(2,750)
E122012	Bridge & Drainage Mtce	Exp	(22,500)	(21,500)	(15,707)
E122015	Rural Numbering	Exp	(100)	(100)	0
E122020	Footpath Mtce	Exp	(5,000)	(4,500)	(3,353)
E122025	Street Cleaning	Exp	(42,000)	(38,500)	(28,477)
E122030	Street Trees	Exp	(55,000)	(54,380)	(79,632)
E122035	Traffic & Street Signs Mtce	Exp	(4,000)	(3,663)	(2,708)
E122045	Townscape	Exp	(20,000)	(19,011)	(7,100)
E122050	Crossovers	Exp	(500)	(500)	0
E122055	RoMan Data Collection	Exp	(6,000)	(6,000)	(6,087)
E122060	Street Lighting	Exp	(68,000)	(62,337)	(58,667)
E122090	Graffiti Removal	Exp	(1,000)	(1,000)	0
E122100	Administration Allocated	Exp	(49,203)	(45,100)	(45,100)
E122190	Depreciation - Roads	Exp	(1,703,750)	(1,561,769)	(1,680,078)
E147120	Storm Damage - Not Claimable	Exp	0	0	(1,334)
			(2,447,053)	(2,258,082)	(2,362,341)
Road Plant Purchases					
I122100	Profit on Sale of Asset	Inc	3,000	3,000	4,100
			3,000	3,000	4,100
E123010	Loss on Sale of Asset	Exp	(1,000)	(1,000)	(12,025)
			(1,000)	(1,000)	(12,025)
Aerodrome					
I126015	Aerodrome Reimbursements	Inc	9,985	9,985	0
I126020	Aerodrome Hangar Lease	Inc	8,310	8,310	8,684
			18,295	18,295	8,684
E126005	Aerodrome Maintenance	Exp	(9,400)	(8,613)	(7,663)
E126190	Depreciation - Aerodromes	Exp	(35,570)	(32,604)	(32,934)
			(44,970)	(41,217)	(40,597)

COA	Description	Type	Annual Budget	YTD Budget	YTD Actual
	Total Transport Income		1,231,590	1,202,260	1,003,314
	Total Transport Expenditure		(2,493,023)	(2,300,299)	(2,414,962)
Economic Services					
Rural Services					
I131020	Landcare Reimbursements	Inc	700	638	68,124
			700	638	68,124
E131020	Landcare	Exp	(25,700)	(25,638)	(93,123)
E131030	Rural Towns Program	Exp	(20,000)	(18,374)	(14,793)
E131100	Administration Allocated	Exp	(15,827)	(14,509)	(14,509)
E131140	Water Management Plan / Harvesting	Exp	(5,000)	(4,663)	(9,989)
E131190	Depreciation - Rural Services	Exp	(1,030)	(946)	0
			(67,557)	(64,130)	(132,414)
Tourism & Area Promotion					
I132005	Caravan Park Fees	Inc	80,000	76,000	61,203
I132010	Reimbursements	Inc	1,000	1,000	560
I132015	RV Area Fees	Inc	8,000	7,700	5,261
I132035	Tourism Income	Inc	0	0	0
			89,000	84,700	67,024
E132015	Caravan Park Manager Salary	Exp	(25,000)	(22,913)	(26,926)
E132020	Caravan Park Mtce	Exp	(52,000)	(47,696)	(46,572)
E132010	Wagin Tourism Committee	Exp	0	0	(235)
E132025	Subsidy Historic Village	Exp	(8,460)	(8,460)	(8,460)
E132035	RV Area Maintenance	Exp	(5,000)	(4,712)	(6,310)
E132040	Tourism Promotion & Subscripts	Exp	(15,000)	(14,000)	(7,998)
E132050	Administration Allocated	Exp	(60,177)	(55,165)	(55,165)
E132190	Depreciation - Tourism	Exp	(10,860)	(9,955)	(9,619)
			(176,497)	(162,901)	(161,285)
Building Control					
I133005	Building Licenses	Inc	5,000	4,587	3,292
			5,000	4,587	3,292
Other Economic Services					
I134005	Water Sales	Inc	20,000	18,337	47,886
			20,000	18,337	47,886
E134005	Water Supply - Standpipes	Exp	(25,000)	(22,913)	(53,415)
E134190	Depreciation - Other Economic Services	Exp	0	0	(849)
			(25,000)	(22,913)	(54,264)
	Total Economic Services Income		114,700	108,262	186,326
	Total Economic Services Expenditure		(269,054)	(249,944)	(347,965)
Other Property & Services					
Private Works					
I141005	Private Works Income	Inc	20,000	18,337	10,744
			20,000	18,337	10,744
E141005	Private Works	Exp	(10,000)	(9,163)	(4,461)
E141100	Administration Allocated	Exp	(5,636)	(5,170)	(5,170)
			(15,636)	(14,333)	(9,631)
Public Works Overheads					

COA	Description	Type	Annual Budget	YTD Budget	YTD Actual
I143020	Reimbursements	Inc	617	617	2,715
			617	617	2,715
E143005	Engineering Salaries	Exp	(92,500)	(84,788)	(86,298)
E143007	Engineering Administration Salaries	Exp	(45,000)	(41,250)	(55,349)
E143008	Works Leave/Wages Liability	Exp	0	0	0
E143009	Housing Allowance Works	Exp	(16,390)	(15,890)	(15,928)
E143015	CEO's Salary Allocation	Exp	(55,309)	(50,699)	(68,655)
E143020	Engineering Superannuation	Exp	(93,551)	(85,756)	(87,884)
E143025	Engineering - Other Expenses	Exp	(5,000)	(5,000)	(2,865)
E143030	Sick Holiday & Allowances Pay	Exp	(180,000)	(172,000)	(133,468)
E143045	Insurance on Works	Exp	(32,298)	(32,298)	(32,298)
E143050	Protective Clothing	Exp	(8,000)	(7,800)	(3,838)
E143055	Fringe Benefits	Exp	(1,000)	(1,000)	0
E143060	CEO's Vehicle Allocation	Exp	(1,000)	(913)	(556)
E143065	MOW - Vehicle Expenses	Exp	(7,000)	(6,549)	(5,357)
E143075	Telephone Expenses	Exp	(1,500)	(1,375)	(1,513)
E143080	Staff Licenses	Exp	(500)	(500)	(132)
E143085	Safety Equipment & Meetings	Exp	(4,000)	(3,750)	(1,531)
E143090	Conferences & Courses	Exp	(1,500)	(1,500)	0
E143095	Staff Training	Exp	(16,000)	(15,837)	(13,109)
E143105	Administration Allocated	Exp	(943)	(869)	(869)
E143200	LESS PWOH ALLOCATED	Exp	561,491	514,712	483,251
			0	(13,062)	(26,399)
Plant Operation Costs					
I144005	Sale of Scrap	Inc	1,500	1,500	182
I144010	Reimbursements	Inc	8,000	7,000	3,013
			9,500	8,500	3,195
E144010	Fuel & Oils	Exp	(140,000)	(128,337)	(122,839)
E144020	Tyres & Tubes	Exp	(20,000)	(18,337)	(7,343)
E144030	Parts & Repairs	Exp	(50,000)	(45,837)	(49,977)
E144040	Plant Repair - Wages	Exp	(40,000)	(36,663)	(30,779)
E144050	Insurance and Licences	Exp	(30,000)	(30,000)	(29,032)
E144060	Expendable Tools-Consumables only	Exp	(10,000)	(10,000)	(9,152)
E144075	Minor Plant & Equipment <\$5000	Exp	(8,000)	(8,000)	(12,949)
E144065	MV Insurance Claim Expenses	Exp	(1,000)	(1,000)	0
E144200	LESS POC ALLOCATED-PROJECTS	Exp	299,000	274,098	234,088
			0	(4,076)	(27,983)
Salaries & Wages					
E146010	Gross Salaries, Allowances & Super	Exp	(2,250,000)	(2,062,500)	(2,210,836)
E146200	Less Sal , Allow, Super Allocated	Exp	2,250,000	2,062,511	2,210,836
			0	11	0
Unclassified					
I147005	Commission - Vehicle Licensing	Inc	46,000	42,163	37,624
I147035	Banking errors	Inc	0	0	461
I147050	Council Staff Housing Rental	Inc	20,280	18,590	17,644
I147065	Insurance Reimbursement	Inc	5,000	5,000	0
I147070	Council Housing Reimbursements	Inc	3,000	1,500	3,275
I147120	Charge on Private use of Shire Vehicle	Inc	4,680	4,290	4,170
I147121	Reimbursement - Community Requests	Inc	0	0	0
			78,960	71,543	63,174
E147015	Community Requests & Events - CEO Allocation	Exp	(6,000)	(6,000)	(6,830)
E147035	Banking Errors	Exp	0	0	1,453
E147050	Council Housing Maintenance	Exp	(72,350)	(65,989)	(64,689)
E147055	Consultants	Exp	(58,000)	(58,000)	(35,985)
E147070	4WD Resource Sharing Group	Exp	(2,500)	(2,150)	(232)

COA	Description	Type	Annual Budget	YTD Budget	YTD Actual
E147090	Building Maintenance	Exp	(8,000)	(7,350)	(2,265)
E147100	Administration Allocated	Exp	(160,858)	(147,455)	(147,455)
E147115	Occupational Health & Safety (OHS)	Exp	(4,000)	(3,900)	(1,090)
E147130	Depreciation - Unclassified	Exp	(31,230)	(28,633)	(28,511)
E147150	Community Requests Budget	Exp	(29,000)	(29,000)	(4,859)
E147151	Community Donations/Sponsorship	Exp	(3,500)	(3,500)	(2,000)
			(375,438)	(351,977)	(292,463)
	Total Other Property & Services Income		109,077	98,997	79,827
	Total Other Property & Services Expenditure		(391,074)	(383,437)	(356,478)
	Total Income		5,835,905	5,619,601	6,337,040
	Total Expenditure		(6,853,024)	(6,334,330)	(6,437,572)
	Net Deficit (Surplus)		(1,017,119)	(714,729)	(100,532)

**SHIRE OF WAGIN
STATEMENT OF PAYMENTS
FOR THE PERIOD ENDED 31 MAY 2020**

Cheque	Date	Name	Description	Amount
Municipal Account List of Payments				
EFT Payments				
EFT9521	07/05/2020	AMPAC Debt Recovery	Commissions and Costs for the month of April 2020	(1,375.70)
EFT9522	07/05/2020	Alexander Galt And Co Pty Ltd	Hardware Supplies	(1,421.50)
EFT9523	07/05/2020	Australia Post	Postage - April 2020	(218.41)
EFT9524	07/05/2020	Beaurepaires	Replace Tyre - Aggrizzi Road Broom (P29), Repair Tyre - Isuzu 6T Truck (P16)	(153.70)
EFT9525	07/05/2020	Benara Nurseries	Various Plants plus Delivery - Day Care	(640.86)
EFT9526	07/05/2020	Best Office Systems	Photocopier Charges MP.C4504 20/03/2020 - 20/04/2020	(1,026.80)
EFT9527	07/05/2020	Boc Gases	R020D2 Oxygen, R020G Oxygen, R040G Dissolved Acetylene, R065E2 Argoshield, Container Service Charge 29.03.2020 - 27.04.2020	(65.12)
EFT9528	07/05/2020	Express Print	20x Works Purchase Order Books, 500x Business Cards - Bill Atkinson	(891.00)
EFT9529	07/05/2020	First Aid Distributions	4x Antibacterial Foaming Hand Soap Refills - Public Toilets	(308.00)
EFT9530	07/05/2020	GCM Agencies Pty Ltd	Window Glass including Tint - Multipac Roller (P49)	(488.40)
EFT9531	07/05/2020	Kirsty Simkins	Reimbursement of Kirsty Simkins Resignation Gift	(176.00)
EFT9532	07/05/2020	Liberty Oil Australia Pty Ltd	2000L Unleaded	(1,693.00)
EFT9533	07/05/2020	Marleys Diesel & Ag	3x H3 Globes & Loctite - Works Depot	(48.13)
EFT9534	07/05/2020	NNT Uniforms	Uniform Order - Tegan Hall	(263.20)
EFT9535	07/05/2020	Narrogin Hardware And Building Supplies	Pipe, Joiners, Elbows & Caps - Townsite Kerbing	(198.75)
EFT9536	07/05/2020	Narrogin Packaging And Motorcycles	7x Stainless Steel Jumbo Roll Holders - Wetlands Park Public Toilets	(447.50)
EFT9537	07/05/2020	Narrogin Technology Solutions	1x Computer Screen - Admin Office	(249.00)
EFT9538	07/05/2020	Palace Hotel	2x Bottles of Brown Brothers Prosecco - Meetings/Catering	(37.98)
EFT9539	07/05/2020	Toll Express	Delivery Charges	(26.18)
EFT9540	07/05/2020	Trevor Brandy	EHO Communications & Utility Allowance - May 2020	(250.00)
EFT9541	07/05/2020	WA Contract Ranger Services Pty Ltd	Ranger Services 20/04/2020, 28/04/2020 & 29/04/2020	(935.00)
EFT9542	07/05/2020	WA Country Health Service - Wheatbelt	Main Meals and Sweets Supplied March 2020, Hospital Attendance - Shire Ranger	(1,180.10)
EFT9543	07/05/2020	Wagin District Farmers Co-operative	Catering & Cleaning Supplies - April 2020	(285.44)
EFT9544	07/05/2020	Wagin Mechanical Repairs	Service - CEO Vehicle (P01)	(569.55)
EFT9545	07/05/2020	Wagin Plumbing	New Gas Regulator - Recreation Centre	(533.50)
EFT9546	07/05/2020	Wallis Computer Solutions	Agreement Fusion - Admin Office - May 2020, NBN - Admin Office, Library & Rec Centre - May 2020, Microsoft365 ES for Callum	(637.78)
EFT9547	07/05/2020	William Thomas Atkinson	Ballantvne - April & Mav 2020	(126.00)
EFT9548	11/05/2020	Unlimited Maintenance	Reimbursement for Pre-Placement Medical Progress Payment for Interior Painting (Walls, Doorframes and Doors) to the Wagin Medical Centre, including Dentist & Infant Health	(3,000.00)
EFT9549	13/05/2020	CJ & JM Moffatt	Rates Refund for Assessment A1488 72 FLAGSTAFF ROAD WEDGECARRUP 6315	(946.21)
EFT9550	14/05/2020	Australian Services Union	Payroll deductions	(25.90)
EFT9551	14/05/2020	Shire Of Wagin Payroll Creditors	Payroll deductions	(120.00)
EFT9552	14/05/2020	Wagin Woodanilling Landcare Zone	Payroll deductions	(42.00)
EFT9553	21/05/2020	Afgri Equipment Australia Pty Ltd	2x Sheave, 3x Blade & 1x Flat Belt - John Deere Mower (P22), Battery Powered Blower - Admin Office	(405.62)
EFT9554	21/05/2020	Al Antz Electrical	Installation of Day/Night Sensor - Ram Park Lights	(253.43)
EFT9555	21/05/2020	Alexander Galt And Co Pty Ltd	Hardware Supplies	(719.45)
EFT9556	21/05/2020	Australian Communications Authority	License Renewal Telstra Radio Terminal, Mt Latham 1916485/1	(115.00)
EFT9557	21/05/2020	Australian Taxation Office	April 2020 BAS	(92,009.00)
EFT9558	21/05/2020	Beaurepaires	Replace Tyre - Isuzu Tip Truck (P42)	(536.35)
EFT9559	21/05/2020	Command A Com	Shire Administration Office, Works Depot, Rec Centre & Library - Phone and Fax Service	(261.36)
EFT9560	21/05/2020	Corsign WA Pty Ltd	37x Galv Posts, 2x Street Signs - Nallian Road & Stott Road	(1,112.43)
EFT9561	21/05/2020	David Gray & Co Pty Ltd	40x Lid Pins for Wheelie Bins - Woolorama	(44.00)
EFT9562	21/05/2020	Entire Fire Management	Hazard Reduction Burn (eco-conscious) Mount Latham, Wagin	(23,706.00)
EFT9563	21/05/2020	Great Southern Waste Disposal	Management of Facility & Refuse Collection - April 2020	(25,416.70)
EFT9564	21/05/2020	Halanson Earthmoving	Removal of Bridge & Culvert Construction of Bridge No. 4859 on Ballaying South Road	(197,478.60)
EFT9565	21/05/2020	IGA X-press	5L Engine Oil & 1L Engine Oil - Toyota Hilux (P94), Newspapers & Milk	(116.37)
EFT9566	21/05/2020	Instant Racking And Steel Shelving	1x Long Span Shelving & End Frame - Works Depot	(524.00)
EFT9567	21/05/2020	JR & A Hersey Pty Ltd	Oil Transfer Kit & Lift - Works Depot	(1,786.46)
EFT9568	21/05/2020	Komatsu Australia Pty Ltd	Air Filter - Komatsu Grader (P12)	(106.91)
EFT9569	21/05/2020	Marleys Diesel & Ag	20L Gear Oil Pump & 20L Transfluid - Works Depot, Implement Jack & Mount Kit - Aggrizzi Road Broom (P29), AGR-XT500C 350Litre Trailed Fertiliser Soreader	(3,651.95)
EFT9570	21/05/2020	Midalia Steel Pty Ltd	2 Lengths 100mm Galvanised Plate - Caravan Park	(248.01)
EFT9571	21/05/2020	NNT Uniforms	Uniform Order - Tegan Hall	(158.96)
EFT9572	21/05/2020	Narrogin Technology Solutions	1x Microsoft Wireless Keyboard / Mouse - Works Administration Officer	(44.90)
EFT9573	21/05/2020	Narrogin Toyota	3x Chainsaw Chains	(112.00)
EFT9574	21/05/2020	Putland Motors	Service - Darkan Homecare Vehicle (P86)	(237.46)
EFT9575	21/05/2020	Quick Corporate	May Stationary Order	(156.11)
EFT9576	21/05/2020	Shire Of Cuballing	Bulk Sanitiser Order - 256x 500ml Bottles	(2,025.29)
EFT9577	21/05/2020	WA Contract Ranger Services Pty Ltd	Ranger Services 8/05/2020, 12/05/2020 & 13/05/2020	(1,309.00)
EFT9578	21/05/2020	WA Reticulation Supplies	4x Hunter Wireless One Station Control Units, 1x Hunter Wireless Hand Held Programmer, 4x Hunter Solenoid Valves, 5x 9V Batteries - Shire Admin Office	(1,803.70)

EFT9579	21/05/2020	Wagin Community Resource Centre	Public Advertising Of Proposed Road Closure (Unnamed, Unconstructed Road Reserve Abutting The Northern Boundary Of Lot 2 (no. 170) Bolts Road, Wagin. Request For Comment. The Wool Press 7 May 2020 Edition. To Be Reimbursed To The Shire By Proponent.	(60.00)
EFT9580	21/05/2020	Wagin Gas Electrics	Repair Electricals/Power Box - Brown Dam, Fix Power at Pump - Wetlands Park	(903.30)
EFT9581	21/05/2020	Wagin Mechanical Repairs	6x Taillight Globes & 2x H1 Globes - Works Depot	(31.20)
EFT9582	21/05/2020	Wagin Truck Centre	2x Fittings - Komatsu Loader (P11)	(9.00)
EFT9583	26/05/2020	Jennifer Mary Moffatt	Rates Refund for Assessment A1498 LOT 3112 FLAGSTAFF ROAD WEDGECARRUP 6315	(2,077.56)
EFT9584	28/05/2020	Australian Services Union	Payroll deductions	(25.90)
EFT9585	28/05/2020	Shire Of Wagin Payroll Creditors	Payroll deductions	(120.00)
EFT9586	28/05/2020	Wagin Woodanilling Landcare Zone	Payroll deductions	(42.00)
EFT9587	28/05/2020	Hannah George	Reimbursement for Police Clearance	(55.10)
EFT9588	28/05/2020	Shane De Souza	Reimbursement for Work Boots	(69.00)
EFT9589	28/05/2020	Sheridans For Badges	2x Name Badges in the Names of Cath Painter - Compliance and Projects Officer and Dave Atkins - Shire Councillor	(70.29)
EFT9590	28/05/2020	South West Isuzu	Install Wiring Harness - Isuzu Tip Truck (P42)	(532.50)
EFT9591	28/05/2020	Unlimited Maintenance	Progress Payment for Interior Painting (Walls, Doorframes and Doors) to the Wagin Medical Centre, including Dentist & Infant Health	(3,000.00)
EFT Payments Total				(379,715.62)
Cheque Payments				
5327	07/05/2020	Department Of Transport	12 Months Registration - W11701	(24.00)
5328	07/05/2020	Synergy	Electricity Usage	(10,081.24)
5329	07/05/2020	Telstra	Phone Bill Ambulance Assoc Hut charges to 3 May 2020	(47.85)
5330	07/05/2020	Water Corporation	Various Shire Water Bills March - May 2020	(2,257.77)
5331	13/05/2020	Norring Park Trust	Rates Refund for Assessment A1395 LOT 5458 FLAGSTAFF ROAD WEDGECARRUP 6315	(826.91)
5332	13/05/2020	SB & C Gardner	Rates Refund for Assessment A2316 1360 BEAUFORT RD WAGIN 6315	(81.45)
5333		Cancelled		
5334	21/05/2020	Shire Of Wagin	Wagin Pharmacy - Band-aids & Dettol Wipes	(288.65)
5335	21/05/2020	Synergy	Electricity Usage	(431.65)
5336	21/05/2020	Telstra	Admin Office Phones, Faxes and Staff Mobiles - April 2020	(1,611.24)
5337	21/05/2020	Wagin Pharmacy	Sunscreen - Works Crew	(15.99)
5338	21/05/2020	Elders Rural Services Australia Limited	1kg Gleen - Town Site Spraying	(44.00)
5339	21/05/2020	Water Corporation	Various Shire Water Bills March - May 2020	(110.59)
5340	26/05/2020	Norring Park Trust	Rates Refund for Assessment A1393 LOT 3087 FLAGSTAFF ROAD WEDGECARRUP 6315	(777.54)
5341	28/05/2020	Origin	LPG Gas Equipment Fee - 2 Ballagin Street	(76.00)
				(16,674.88)
Direct Debit Payments				
DD3874.18	01/05/2020	Department Of Transport	Daily Licensing Takings 29/04/2020	(3,797.35)
DD3874.19	04/05/2020	Department Of Transport	Daily Licensing Takings 30/04/2020	(7,714.05)
DD3910.1	05/05/2020	Department Of Transport	Daily Licensing Takings 01/05/2020	(4,877.40)
DD3910.4	06/05/2020	Department Of Transport	Daily Licensing Takings 04/05/2020	(3,522.40)
DD3910.3	07/05/2020	Department Of Transport	Daily Licensing Takings 05/05/2020	(7,678.70)
DD3910.11	08/05/2020	IntegraPay Pty Ltd	Synergy On Line Transaction Fees	(7.96)
DD3910.20	08/05/2020	Department Of Transport	Daily Licensing Takings 06/05/2020	(611.50)
DD3910.21	11/05/2020	Department Of Transport	Daily Licensing Takings 07/05/2020	(5,459.70)
DD3910.22	11/05/2020	Western Australian Treasury Corporation	Loan Repayment 139 May 2020	(6,009.05)
DD3910.23	12/05/2020	Department Of Transport	Daily Licensing Takings 08/05/2020	(4,624.75)
DD3910.24	13/05/2020	Department Of Transport	Daily Licensing Takings 11/05/2020	(5,838.50)
DD3880.1	14/05/2020	Walgs	Payroll deductions	(4,855.74)
DD3880.10	14/05/2020	BT Panorama	Superannuation contributions	(98.89)
DD3880.11	14/05/2020	Hostplus	Superannuation contributions	(438.10)
DD3880.12	14/05/2020	Mlc Superannuation	Superannuation contributions	(305.85)
DD3880.13	14/05/2020	North Personal Superannuation	Superannuation contributions	(227.34)
DD3880.14	14/05/2020	Sunsuper	Superannuation contributions	(59.96)
DD3880.2	14/05/2020	CBUS Superannuation	Superannuation contributions	(137.81)
DD3880.3	14/05/2020	Prime Super	Superannuation contributions	(407.10)
DD3880.4	14/05/2020	Bt Super	Payroll deductions	(693.58)
DD3880.5	14/05/2020	Macquarie Super	Superannuation contributions	(230.21)
DD3880.6	14/05/2020	Oneanswer Personal Super	Superannuation contributions	(120.68)
DD3880.7	14/05/2020	Rest Administration	Superannuation contributions	(659.53)
DD3880.8	14/05/2020	Hesta Super Fund	Superannuation contributions	(237.66)
DD3880.9	14/05/2020	Australian Super Administration	Superannuation contributions	(670.65)
DD3910.25	14/05/2020	Department Of Transport	Daily Licensing Takings 12/05/2020	(2,128.00)
DD3910.2	15/05/2020	National Australia Bank	NAB Connect Fee	(65.48)
DD3910.26	15/05/2020	Department Of Transport	Daily Licensing Takings 13/05/2020	(2,045.60)
DD3910.5	18/05/2020	Aussie Broadband Pty Ltd	Broadband May 2020	(290.00)
DD3910.6	18/05/2020	Department Of Transport	Daily Licensing Takings 14/05/2020	(5,097.85)
DD3910.7	19/05/2020	Department Of Transport	Daily Licensing Takings 15/05/2020	(1,550.95)
DD3910.8	22/05/2020	IntegraPay Pty Ltd	Synergy On Line Transaction Fees	(18.09)
DD3910.10	25/05/2020	Western Australian Treasury Corporation	Loan Repayment 137 May 2020	(1,907.86)
DD3910.12	25/05/2020	Department Of Transport	Daily Licensing Takings 21/05/2020	(4,214.30)
DD3910.9	25/05/2020	Classic Finance Pty Ltd	Photocopier Lease Payment May 2020	(222.20)
DD3910.13	26/05/2020	Department Of Transport	Daily Licensing Takings 22/05/2020	(8,083.30)
DD3910.14	27/05/2020	Department Of Transport	Daily Licensing Takings 25/05/2020	(8,464.15)
DD3898.1	28/05/2020	Walgs	Payroll deductions	(4,876.36)
DD3898.10	28/05/2020	Australian Super Administration	Superannuation contributions	(557.62)
DD3898.11	28/05/2020	BT Panorama	Superannuation contributions	(89.64)
DD3898.12	28/05/2020	Hostplus	Superannuation contributions	(438.10)
DD3898.13	28/05/2020	Mlc Superannuation	Superannuation contributions	(329.31)
DD3898.14	28/05/2020	North Personal Superannuation	Superannuation contributions	(227.34)
DD3898.15	28/05/2020	MTAA Super	Superannuation contributions	(82.14)

DD3898.2	28/05/2020	Sunsuper	Superannuation contributions	(61.73)
DD3898.3	28/05/2020	CBUS Superannuation	Superannuation contributions	(188.71)
DD3898.4	28/05/2020	Prime Super	Superannuation contributions	(407.10)
DD3898.5	28/05/2020	Bt Super	Payroll deductions	(693.58)
DD3898.6	28/05/2020	Macquarie Super	Superannuation contributions	(209.71)
DD3898.7	28/05/2020	Oneanswer Personal Super	Superannuation contributions	(111.20)
DD3898.8	28/05/2020	Rest Administration	Superannuation contributions	(826.16)
DD3898.9	28/05/2020	Hesta Super Fund	Superannuation contributions	(237.66)
DD3910.15	28/05/2020	Department Of Transport	Daily Licensing Takings 26/05/2020	(4,361.70)
DD3910.16	29/05/2020	Department Of Transport	Daily Licensing Takings 27/05/2020	(4,768.05)
DD3910.17	29/05/2020	National Australia Bank	Merchant Statement May 2020	(168.45)
Direct Debit Payments				(112,006.80)
Municipal Account List of Payments Total				(508,397.30)
Trust Account List of Payments				
Cheque Payments				
2542	4/05/2020	Building And Energy	App # 99831 Daniel Dwayne	(56.65)
2543	4/05/2020	Shire Of Wagin	App # 99831 Daniel Dwayne	(5.00)
2544	7/05/2020	2 Wheels to Wagin	COMMUNITY BUS BOND REFUND	(150.00)
Cheque Payments Total				(211.65)
Trust Account List of Payments Total				(211.65)
Credit Card List of Payments				
Chief Executive Officer - Peter Webster				
Credit Card	23/04/2020	Spotlight	Supplies for Homecare Social Support	(182.59)
Chief Executive Officer - Peter Webster Total				(182.59)
Deputy Chief Executive Officer - Brian Roderick				
Credit Card	22/04/2020	Wagin Meats	Supplies for Council Function	(30.00)
Credit Card	22/04/2020	WA Police	Police Clearance for Homecare - K Nottle	(55.10)
Credit Card	22/04/2020	WA Police	Police Clearance for Homecare - B Roderick	(55.10)
Credit Card	27/04/2020	Narrogin Florist	Wreath for Anzac Day	(95.00)
Credit Card	4/05/2020	Officeworks	Desk Pads for CEO Office	(37.91)
Credit Card	14/05/2020	NAB	Card Fee	(9.00)
Deputy Chief Executive Officer - Brian Roderick Total				(282.11)
Manager of Works - Allen Hicks				
Credit Card	11/05/2020	Able Sales	Regulator for Generator at Refuse Site	(20.00)
Credit Card	11/05/2020	Bunnings	Tools and Equipment for Shire Depot	(958.52)
Credit Card	14/05/2020	NAB	Card Fee	(9.00)
Manager of Works - Allen Hicks Total				(987.52)
Manager of Finance - Tegan Hall				
Credit Card	14/05/2020	NAB	Card Fee	(9.00)
Manager of Finance - Tegan Hall Total				(9.00)
Credit Card List of Payments Total				(1,461.22)

12. REPORTS OF OFFICERS

12.1 WORKS AND SERVICES REPORT – MAY 2020

PROPONENT:	Manager of Works
OWNER:	Shire of Wagin
LOCATION/ADDRESS:	Shire of Wagin
AUTHOR OF REPORT:	Manager of Works
SENIOR OFFICER:	Acting Chief Executive Officer
DATE OF REPORT:	16 June 2020
PREVIOUS REPORT(S):	15 May 2020
DISCLOSURE OF INTEREST:	Nil
FILE REFERENCE:	Nil
ATTACHMENTS:	Nil

CONSTRUCTION CREW:

Installed footpaths – Cowcher Street, Tudor Street and Wetlands Park.
Extended culverts on Beaufort Road.
Installed traffic island – Trent/Trench Street intersection as per Main Roads specs.
Airfield – sand sealed Taxi Way at end of April.
Realigned intersection on Norring / Lime Lake West Road.

UPCOMING WORKS:

General maintenance.

ROAD MAINTENANCE:

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

TOWN MAINTENANCE:

The Town Crew have been undertaking community request works, removing fallen trees, cleaning out drains, patching pot-holes and other general works.
Removing gravel from nibs and backfilling with soil for planting seedlings.

PLANT / MACHINERY:

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

COUNCILLOR'S INFORMATION

Date	Meter Reading (m3)	Pumping Rate (L/S)	Pressure Main Gauge (KPA)	Water Level (M)
Nalder Street Bore				
05-Feb-20	574965.00	2.16	400.00	25.50
09-Mar-20	580656.00	2.16	375.00	26.50
07-Apr-20	585879.00	2.16	375.00	26.40
14-May-20	592058.00	2.33	350.00	28.30
15-Jun-20	595918.00	2.16	400.00	26.80
3860				-1.5
Victor Street Bore				
05-Feb-20	677524.00	1.66	350.00	15.50
09-Mar-20	683657.00	1.67	350.00	16.00
07-Apr-20	687486.00	1.66	350.00	16.00
14-May-20	691941.00	1.67	330.00	15.70
15-Jun-20	694615.00	1.66	350.00	14.60
2674				0.1
Warwick Street Bore				
05-Feb-20	558812.00			8.40
09-Mar-20	560200.00	2.60	325.00	9.40
07-Apr-20	562879.00	2.50	325.00	8.00
14-May-20	564109.00	2.83	350.00	8.00
15-Jun-20	564872.00	2.66	325.00	15.20
763				7.2

CONSULTATION / COMMUNICATION:

NIL

STATUTORY / LEGAL IMPLICATIONS:

NIL

POLICY IMPLICATIONS:

NIL

FINANCIAL IMPLICATIONS:

NIL

STRATEGIC IMPLICATIONS:

NIL

VOTING REQUIREMENTS:

Simple Majority

OFFICERS RECOMMENDATION

Moved: Cr.

Seconded: Cr.

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

Carried

PLANT REPORT – MAY 2020						
PLANT	OPERATOR	PURCHASE DATE	KM / HOURS	SERVICE DUE	REGO	COMMENTS
ISUZU D-MAX WAGON P-01	B ATKINSON	29/10/2019	13,624	15,000	W.1	
ISUZU D-MAX WAGON P-02	B RODERICK	1/11/2018	35,205	40,000	W.001	
ISUZU D MAX P-04	A HICKS	30/06/2017	85,830	91,000	W.1008	
MAZDA CX5 - P-05	P VAN MARSEVEEN	15/03/2018		40,000	W.1479	
HOLDEN COMMODORE P-08	T BRANDY	6/11/2018	53,100	58,000	W.10000	
WCM LOADER P-09	REFUSE SITE	30/06/2012	3,068	3,350	W.10292	
KOMATSU GRADER P-10	S DESOUZA	20/10/2014	6,233	6,500	W.284	
KOMATSU LOADER P-11	D HOYSTED	21/03/2018	2,163	2,500	W.10707	
KOMATSU GRADER P-12	J LYDEKER	15/01/2019	1,511	1,500	W.041	Service Due
ISUZU TRUCK P-14	S HISKINS	3/12/2019	14,434	20,000	W.1002	
BOMAG ROLLER P-15	B DAVIES	3/01/2008	8,836	8,800	W.7862	Service Due
ISUZU TRUCK P-16	VARIOUS	19/10/2010	74,038	85,000	W.1012	
KUBOTA MOWER P-18	M TITO	31/10/2019	72	200		
VIB ROLLER P-19	VARIOUS	3/01/2008	1,601	2,100	W.841	
JOHN DEERE P-20	VARIOUS	9/02/2006	3,755	4,000	W.9618	
ISUZU P-21	J LYDEKER	17/03/2017	53,986	57,000	W.676	
JOHN DEERE P-22	E WALLAS	10/08/2016	347	350	W.487	
TOYOTA UTE P-24	VARIOUS	16/09/2010	114,141	120,000	W.1010	
TOYOTA UTE P-25	E WALLAS	16/09/2010	102,374	110,000	W.1001	
TRITON UTE P-26	M TITO	14/11/2014	61,267	75,000	W.1022	
TRITON UTE P-27	J PRAETZ	6/11/2014	74,942	75,000	W.1007	
MAHINDRA P-38	L STANBRIDGE	21/01/2016	52,364	60,000	W.1044	
BOBCAT P-39	VARIOUS	17/09/2013	3,274	3,500	W.10553	
ISUZU TRUCK P-40	VARIOUS	29/03/2019	29,093	40,000	W.437	
ISUZU TRUCK P-42	J CHAMBERLAIN	6/02/2014	159,657	160,000	W.1015	
TORO MOWER P-43	M TITO	12/09/2013	937	1,000		
CAT BACKHOE P-47	VARIOUS	21/09/2015	5,095	5,500	W.10552	
TENNANT SWEEPER P-48	J PRAETZ	16/10/2015	2,013	2,050	W.10554	
MULTIPAC ROLLER P-49	B DAVIES	9/01/2017	1,970	2,000	W.860	
TOYOTA UTE P-50	T SIMMS	15/12/2017	26,901	40,000	W.924	
FORKLIFT P-51	VARIOUS	30/11/2018	16,314	30/11/2020	W.10729	
KUBOTA RTV P-52	VARIOUS	31/10/2019	114	250		
TOYOTA UTE P-85	S DESOUZA	20/08/2010	116,692	120,000	W.863	
TOYOTA UTE P-94	J YATES	23/10/2019	12,984	20,000	W.10796	

12.2 ENVIRONMENTAL HEALTH OFFICER/BUILDING SURVEYOR REPORT –MAY 2020

PROPONENT:	Shire of Wagin
OWNER:	Shire of Wagin
LOCATION/ADDRESS:	Shire of Wagin
AUTHOR OF REPORT:	Environmental Health Officer / Building Surveyor
SENIOR OFFICER:	Chief Executive Officer
DATE OF REPORT:	11.06.2020
PREVIOUS REPORT(S):	N/A
DISCLOSURE OF INTEREST:	Nil
FILE REFERENCE:	N/A
ATTACHMENTS:	Nil

BRIEF SUMMARY:

Development Report – May 2020.

BACKGROUND/COMMENT:

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

Development Applications:

BUILDING PERMITS -2 Building Permits were issued during the Month of May .

Permit No.	Owner	Builder	Location	Description	Value	Fees
99832	Jacqueline Bramich	Owner	Lot 147(3) Johnston Street Wagin	S/F Shed	\$2,000	\$105.00
99833	Eleanor Roberts	Owner	Lot 2 (12) Trenton Street Wagin	S/F Shed	\$10,000	\$105.00

BUILDING FINALS (BA7)

Nil

CERTIFICATES OF OCCUPANCY

Nil

HEALTH COMPLAINTS

10A Ballagin Street Wagin

Due to the deteriorating nature of the property at the above-mentioned address, a letter of intent was issued to the owner requesting some direction into the future plans for the building. Depending on the response received, it is intended to issue a Demolition Order under section 110 of the Building Act to remove the dilapidated premises and leave the site in a clean state

To date no response has been received.

Planning Advise

Solar Panels

Ground Mounted Solar Panels requirements for Lot 1000 Dumbleyung/Wagin Road (Gilmac) and weather fencing is required Around panels.

Commercial Undercover Area – 120 Tudhoe Street Wagin

A request has been sent to the applicant for more precise plans for the above mentioned build, previous plans appear to have been for another job with discrepancies with the cladding and openings not being required but are present on the submitted plans, the overall height on the plans do not add up with Planning application also (plans indicate a 4.8m wall height and the Planning application indicate a 6.0m overall height).

A check with the nominated structural Engineer (Structure Consulting Engineers) indicated that this was not one of their jobs and requested that we not approve the build.

There is also an issue with water runoff from the large roofed area (540m²), the applicant has indicated the water runoff will be onto Tudhoe Street which is a Main Road and they would need to be notified of any issues related to drainage.

Mitchell Hotel Conversion

An inquiry has been received from a prospective buyer to convert the Mitchell Hotel into accommodation facility.

Building Proposal Lot 7821 Ballagin Road Piesseville

Food Recalls/Complaints

There was 3 recall notices issued by the Health Department of WA, recalls were issued due to:

Sulphur Dioxide contamination of Dried Bamboo Fungi

Plastic Contamination of Chocolate

Gluten Contamination Breadcrumbs

Food sampling

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

POLICY IMPLICATIONS:

Nil

FINANCIAL IMPLICATIONS:

Associated Building and Health Fees

STRATEGIC IMPLICATIONS:

Nil

VOTING REQUIREMENTS:

Simple

OFFICERS RECOMMENDATION

Moved: Cr.

Seconded: Cr.

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

Carried

12.3 DEPUTY CHIEF EXECUTIVE OFFICER REPORT – MAY 2020

PROPONENT:	Deputy Chief Executive Officer
OWNER:	Deputy Chief Executive Officer
LOCATION/ADDRESS:	Shire of Wagin
AUTHOR OF REPORT:	Deputy Chief Executive Officer
SENIOR OFFICER:	Acting Chief Executive Officer
DATE OF REPORT:	17 th June 2020
PREVIOUS REPORT(S):	20 th May 2020
DISCLOSURE OF INTEREST:	Nil
FILE REFERENCE:	Nil
ATTACHMENTS:	S-Tech Electronic Sign Presentation

BRIEF SUMMARY:

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

SPORTSGROUND DEVELOPMENT:

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

Now that the state government has eased restrictions on gatherings a final community meeting to discuss the report and options moving forward will be held on Wednesday 8th July at 5.30pm at the Eric Farrow Pavilion.

CORPORATE SERVICES:

Covid-19 Update

With the State Government restrictions being eased and the introduction of Phase 3 of the COVID-19 WA roadmap on the 6th June, the following is applicable to Council facilities

- Wagin Library and Gallery** – Now open normal hours with a maximum of 4 patrons at any one time
- Eric Farrow Pavilion** - Available for hire and use with a maximum of 50 persons for the small function room and 100 persons for large room
- Wagin Town Hall** - Available for hire and use with a maximum of 100 persons
- Wagin Recreation Centre- Wagin Skate Park and Playgrounds** - Normal sporting usage with a maximum of 100 persons.
- Wagin Community Gym** - Open to the public as normal
- Remains closed until further State Government advice that it can be opened without staff present.

Finance

The Manager of Finance and senior staff continue to work on the up-coming 2020/2021 Budget. The first Budget management meeting has been held; a draft Budget workshop is scheduled for Tuesday 30th June.

An Audit Committee meeting was held on the 18th June to look at the CEO's Reg 17 Risk Management and Internal Controls report and the Financial Management Review. There was a significant amount of matters raised that staff will need to address over time. Please refer to the minutes of the meeting agenda.

A Council workshop to review the Strategic Community Plan and Corporate Business Plan will be held in mid-July with a date to be confirmed. This will be a desk-top review in accordance with the Integrated Planning and Reporting guidelines.

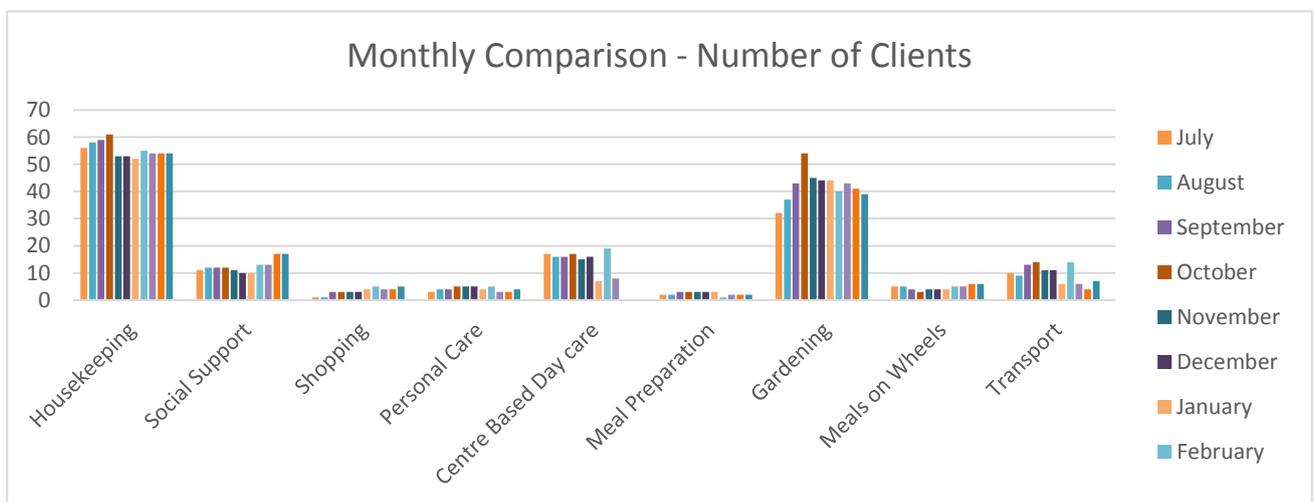
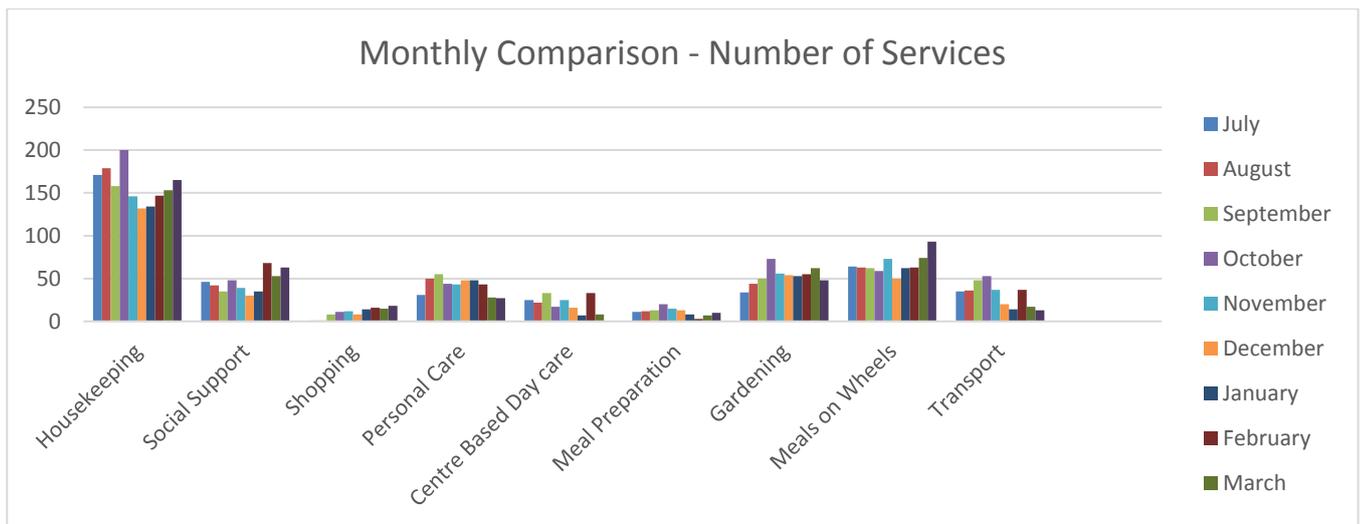
AGED CARE:

HEMOCARE REPORT MAY 2020

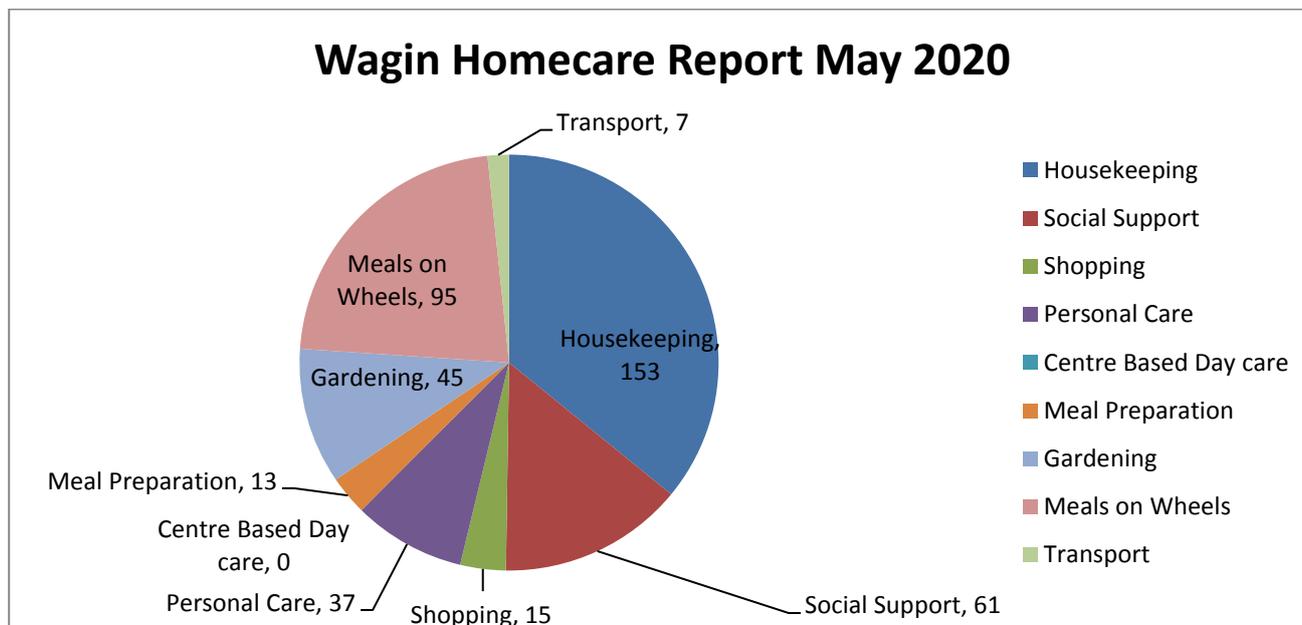
CLIENTS:

72 clients received one or more services for May

Service	Number of Clients
Housekeeping	54
Social Support	17
Shopping	5
Personal Care	4
Centre Based Day care	0
Meal Preparation	2
Gardening	39
Meals on Wheels	6
Transport	7



Wagin Homecare Report May 2020



Wagin Homecare Complete Service Provision May 2020

Types of services provided	Monthly Contracted	Hours Provided	Variance	Contracted	Year to date
Domestic Assistance	243	195	-48	2913	2222
Social Support	54	59	5	651	527
Personal Care	16	15	-1	190	241
Centre Based Day Care	120	0	-120	1442	573
Respite Care	1.5	0	-1.5	18	0
Home Maintenance	112	48	-64	1344	614
Transport	63	7	-56	762	344
Meals on Wheels	334	95	-239	4011	758
Other food services	25	13	-12	299	135

TOWNSCAPE:

A Townscape Enhancement Committee meeting was held on the 18th June, please refer to the minutes contained in this meeting agenda.

Also, Cr's West and Chilcott, Mark Banks, Donna George and myself travelled to Perth to meet with representatives of S-Tech for a presentation on the Electronic Advertising Sign. Information on the presentation is attached.

TOURISM:

May/June 2020 Shire Facebook Report

16/06/2020

The Shire Facebook page has posted 14 times since the last report in May with the biggest audience award being the Historical Village Flyer, with 1006 people viewing the post.

- Weather Warning – 22nd May – 451 people
- Border Restriction Flyer – 25th May – 338 people
- Astrotourism event – 28th May – 542 people

- Phase 3 Restrictions flyer – 29th May – 392 people
- DSR links for sporting clubs – 30th May – 259 people
- Astrotourism, steps to see the Emu – 31st May – 480 people
- Asymptomatic COVID testing link – 3rd June – 479 people
- Wagin Historical Village Needs You flyer – 3rd June – 1006 people
- Cardio Tennis flyer – 3rd June – 535 people
- WestJets return – 4th June – 727 people
- Medical Centre flyer – no doctor date – 5th June – 682 people
- WestJet video – 6th – 479 people
- Congratulations to Robin Dunham OAM – 8th June – 1148 people
- Medical Centre phones are down – 12th June – 711 people

Our total page “likes” is at 1216 – up by 6 from last month.

To compare our likes to other shire pages:

- | | |
|--------------|------|
| • Wickepin | 773 |
| • Williams | 458 |
| • Kondinin | 413 |
| • Lake Grace | 590 |
| • Kojonup | 1025 |

Wagin Woolorama Page took another step back to 2790 likes.

RECREATION AND CULTURE:

Library Report May / June 2020

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

Library Update:

- No Updates

Library Events:.

- Library Book Club was held at Cresswells on Saturday 13th June 2pm to 4pm.

Library Regular Activities:

- WLG Book Club was held at Cresswells on Saturday 13th June 2pm to 4pm.
- Waratah Lodge regular readers' weekly exchange of books, DVDs, etc. is ongoing will recommence on 18th June.
- Wagin Hospital Homebound visiting program available as required.

Library Statistics:

- 1 new borrower at the library during this reporting period;
- 155 patron visits for May June reporting period;
- 8 successful inter-library loan requests for items from Wagin Library & Gallery patrons;
- 20 inter-library loan requests from other public libraries throughout WA for our items; 2 not supplied.
- 3 requests for information searches undertaken for Wagin library patrons by library staff;

- 2 public access computer user/s; 2 Wi Fi users. Patrons and visitors are now being notified that public access computer able to be used when needed.
- 0 community members enjoyed free tea or coffee in the library;
- 0 community members and library patrons spent time reading and relaxing in the library.
- 53 phone transactions relating to library matters - patron request for renewals; requests for information from other libraries, and from us to staff at other libraries; library event planning.

Patron Comments and Suggestions:

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

Up and coming news and events:

- No Events until permitted

Recreation Centre Report

May/June 2020 Wagin Recreation Centre Report

With the Summer season over, Winter activities begin, albeit interrupted by the Covid 19 pandemic. Late starts to all winter sports due to restrictions has seen revised formats put in place for all Winter sport seasons. Netball training has only just commenced last week. The Seniors opting for their own competition against Dumbleyung and possibly Woodanilling with most games being played every weekend in Wagin..... a win win situation for Wagin and the Recreation centre!!!! Juniors will still play in the Narrogin Association competition. Training as per usual every Wednesday at The Wagin Recreation Centre with some fixtured games to be played in Wagin the same as last season.

Tennis with Megan Henry has also recommenced every Wednesday, at this stage.

Yoga with Tara Cook also up and running every Wednesday morning and Friday night, already showing reasonable numbers.

Hockey training has commenced every Thursday night for the men, as yet I haven't received any notification of the start date for the ladies training nights inside the Rec. The season for hockey will commence in 2 weeks with all games being played on Narrogin Turf..... no seniors home fixtures. Juniors training awaiting a notification.

Fitness classes with Brook also waiting for a confirmation on a date.

Stay on your Feet classes also commenced this week.

Wagin Ladies tennis started last week and as per usual will use the Rec if the weather is inclement.

All activities are supervised and kept to Covid 19 safe levels. Sanitiser is used and surfaces cleaned. Records of " who and when " are kept for tracing purposes.

Thanks to Jim for fixing the court cleaner. Makes a huge difference!!

Summary

- Senior and Junior Netball started training
- Tennis with Megan every Wednesday morning
- Yoga with Tara every Wednesday morning and Friday night
- Hockey training every Thursday night
- Fitness with Brook Batt to be confirmed

- Stay on your Feet every Monday morning
- Ladies tennis when weather is not suitable outside
- Covid19 prevention measures taken as instructed and up-dated
- Limit of 100 people in Rec Auditorium with social distancing practiced

Community Events

Wagin Christmas Street Carnival

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

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

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

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

Other

Medical Centre Painting

The painting of the Doctor’s surgery, Dentist and Infant Health Centre has been completed, it has come up a treat, the painter did a great job.

Bushfire Advisory Committee

A Bushfire Advisory Committee meeting was held on the 17th June, this meeting was held to review the Fire Management Requirements for the new Financial year. The Fire Management Requirements information is sent out each year to all ratepayers with their annual rate notice. Please refer to the minutes contained in this meeting agenda.

CONSULTATION/COMMUNICATION:

Shire Staff

STATUTORY/LEGAL IMPLICATIONS:

Nil

POLICY IMPLICATIONS:

Nil

FINANCIAL IMPLICATIONS:

N/A

STRATEGIC IMPLICATIONS:

N/A

VOTING REQUIREMENTS:

Simple Majority

OFFICERS RECOMMENDATION

Moved: Cr.

Seconded: Cr.

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

Carried

12.4 ACTING CHIEF EXECUTIVE OFFICER REPORT: MAY - JUNE 2020

PROPONENT:	Shire of Wagin
OWNER:	Shire of Wagin
LOCATION/ADDRESS:	N/A
AUTHOR OF REPORT:	Chief Executive Officer
SENIOR OFFICER:	Chief Executive Officer
DATE OF REPORT:	16 th June 2020
PREVIOUS REPORT(S):	19 th May 2020
DISCLOSURE OF INTEREST:	N/A
FILE REFERENCE:	Nil
ATTACHMENTS:	Street Lighting Report and Map

EXECUTIVE ASSISTANT POSITION

A strong field of applicants was received for the position of Executive Assistant which was left vacant with the departure of Kirsty Simpkins. Ms Emily Edwards of Dumbleyung has been appointed to the position. Emily has wide experience in similar positions in both Dumbleyung and Albany and will take up duties at the end of June.

WAGIN STREET LIGHTING SURVEY

Council at its May meeting resolved:

That subject to financial capacity and needs assessment, the installation of six streetlights in Unicorn Street be considered in the Shire's 2020/21 financial year budget.

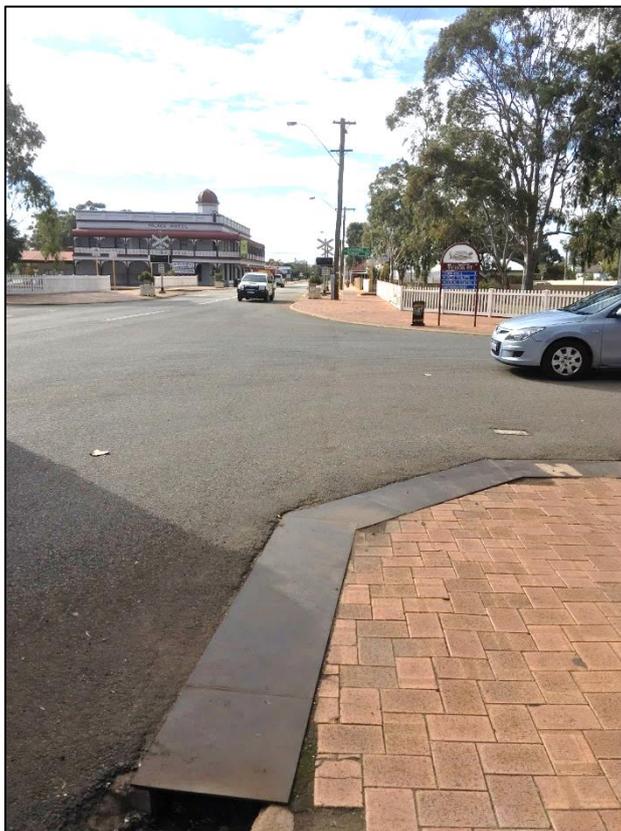
Council also requested that a survey be carried out to determine where streetlighting priorities in Wagin might lie. A survey was carried out accordingly with the objective of aligning the number of houses in each of the streets of Wagin that are not serviced by streetlights. A streetlighting map and short report attaches to this agenda which gives an overview of the situation. Appreciation is extended to the several staff members involved who contributed to this exercise.

TRAFFIC ISSUE – INTERSECTION OF TUDHOE AND TUDOR STREETS

In company with the Manager of Works, I met with the proprietor of the newly established business on the corner of Tudhoe and Tudor Streets, Wagin to discuss traffic issues at this intersection. After this discussion, the following email was sent to the Regional Manager, Main Roads WA, Wheatbelt Region:

The Shire has received some concern about line of sight issues in Tudor Street Wagin, when vehicles are entering Tudhoe Street. This juncture of two main roads would be the busiest intersection in town. Vehicles approaching Tudhoe Street off Tudor Street tend to stop well back from the apex of the intersection before turning and therefore do not allow themselves sufficient sight distance to proceed with confidence. Our first thoughts are that there should be a white holding line in Tudor Street as close as allowable to where it meets Tudhoe Street. The intersection could also be supported perhaps by a STOP sign. The Shire will remove the tree on the nib adjacent to the corner to assist the situation. Another suggestion is that a fish eye mirror could be installed at the intersection, if warranted.

It is noted that Intersections along Tudhoe Street are not serviced with holding lines (as they are in Tavistock Street – the other main business thoroughfare) and that an assessment should be made of this as well.



REVIEW OF LOCAL LAWS

Section 3.16 of the Local Government Act 1995, provides:

Periodic review of local laws

- (1) Within a period of 8 years from the day when a local law commenced or a report of a review of the local law was accepted under this section, as the case requires, a local government is to carry out a review of the local law to determine whether or not it considers that it should be repealed or amended.*

It is proposed to carry out a review of the Shire's local laws accordingly. An agenda report will be presented to Council at its July meeting to commence what is a very prescriptive process. It is proposed to utilise in-house resources to carry out the review.

HANGAR PROPOSAL - MR TERRY FREEMAN

Over the last two months there have been discussions between Mr Terry Freeman of Bunbury and Cr Ball and the CEO with respect to Mr Freeman's proposal to establish a hangar at the Wagin Airfield. Mr Freeman's initial proposal was to establish a hangar to accommodate his aircraft for essentially crop spraying purposes. Since the initial discussions with Mr Freeman, the proposal is now more aligned to the installation of water bombing infrastructure and services.

The applicant has been encouraged to provide a proposal for consideration by Council and the following email correspondence has taken place:

Email

received

-

3/6/20

Good morning Bill, below I have attached pictures with sketched in drawings of my proposed hangar & manoeuvring area at the Wagin Airport. Having water bombing capability in mind the area would allow large Air tractor 802 water bombing aircraft with a wingspan of 20 meters to taxi off the North end of the runway reload and taxi onto the runway and depart in a Southerly direction. **A 110,000 litre tank at the North side of the hangar would need to be plumbed into the town water supply.** I have contacted Brad Bourke from DBCA (department of biodiversity conservation & Attractions) about this proposal. Brad informed me that if the Wagin shire is keen on a water bomber capable facility then the CEO should email him bradley.bourke@dbca.wa.gov.au and he will forward an email to the regional officer for consideration. The cost of the temporary type Hangar as shown in the picture I've estimated around \$40,000. The DBCA would most likely pay for the large tank and a small sea container to lock up their pumps, hoses & a stock of fire fighting foam. I may contribute to the tank costs if required. **Other earth works would need to be required for hard stand and manoeuvring area's** A loaded water bomber weighs in at 7.6 tonnes. Electric power would not be required at the site.

The area would need to be approximately 55 x 30. This is a sketch of one scenario that could be altered if needed.



The bottom picture is a water bomber with a 20 mtr wingspan in the N.T.
I would build an identical hangar if approved.
Thanks Bill.

Terry Freeman
0428 340 314.

Note: additional pictures available.

Email (in response) – 3/6/20

Hello Terry

I will present this proposal to the next meeting of Council, scheduled for the 23rd June 2020. In order to complete the agenda report, I would need to be clear on what expectations there are of the Shire for the components highlighted in yellow below. (i.e.: Is the Shire being asked to meet these costs?) Also , is the total hardstand area(including taxiways) 55 x 30 as mentioned, or are the taxiways additional?

Bill Atkinson

Acting CEO

Email from CEO to Department of Biodiversity, Conservation & Attractions – 5/6/20

Would you please advise of what cost sharing arrangements prevail with the installation of infrastructure associated with establishing a water bomber capable facility tank/s water connection/recurrent cost of water etc).

Note: At the time of writing ,no further information has been received either from the applicant, or from the Department of Biodiversity, Conservation & Attractions. This has made it difficult to compile a meaningful agenda report and recommendation to Council.

For the information of Council.

Mrs ROBIN DUNHAM OAM

Former Wagin Citizen of the Year, Mrs Robin Dunham was recently awarded a *Medal of the Order of Australia* in this year's Queens Birthday Honours. The award was given in recognition of Robin's service to the community of Wagin. President Cr Phil Blight has sent a letter of congratulation on behalf of Council to Robin for this well-deserved recognition of her commitment, leadership and selfless devotion to duty which has benefitted many organisations and individuals over a long period of time.

CONSULTATION/COMMUNICATION:

Nil

STATUTORY/LEGAL IMPLICATIONS:

Nil

POLICY IMPLICATIONS:

Nil

FINANCIAL IMPLICATIONS:

Nil

STRATEGIC IMPLICATIONS:

Nil

VOTING REQUIREMENTS:

Simple

OFFICERS RECOMMENDATION

Moved: Cr.

Seconded: Cr.

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

Carried

Bill Atkinson

From: Callum Ballantyne
Sent: Friday, 5 June 2020 3:52 PM
To: Bill Atkinson
Subject: Street light concerns

Here is the list of lighting concern streets:

Forest Street – Mitchell to Randall
6 house rears
1 Street Light corner of Mitchell and Randall

Union Street – Whole Length
10 house rears
1 Street Light corner of Union and Upland

Unit Street – Whole Length
6 house fronts
2 Street Lights, both between Ultra street and Una Street

Ultra Street – Whole Length
12 house rears
No lights

Una Street – Unit Street to Wendell Street
4 house fronts
2 Street lights one corner of Una and Umbra, one corner of Una and Unit.

Unicorn Street – Umbra to Southern End
12 house fronts
1 light corner of Unicorn and Wendell

Regards

Callum Ballantyne
Customer Service Officer

Shire of Wagin
PO Box 200
Wagin WA 6315
Ph: 08 9861 1177
Fax: 08 9861 1204
Email: cs0@wagin.wa.gov.au



Visit our Website www.wagin.wa.gov.au
Wagin is home of the Giant Ram and Wagin Woolorama

13. AGENDA ITEMS

13.1. SPORTSGROUND/RECREATION REDUCTION IN FEES AND CHARGES 2019/2020

PROPONENT:	
OWNER:	Shire of Wagin
LOCATION/ADDRESS:	Shire of Wagin
AUTHOR OF REPORT:	Deputy CEO
SENIOR OFFICER:	Acting Chief Executive Officer
DATE OF REPORT:	12 June 2020
PREVIOUS REPORT(S):	N/A
DISCLOSURE OF INTEREST:	The Author of the report is a Life Member of the Wagin Football Club. The Author of the report's wife is the current Secretary/Treasurer of the Wagin Trotting Club
FILE REFERENCE:	N/A
ATTACHMENTS:	Nil

BRIEF SUMMARY:

For Council to approve the reduction in Sportsground / Recreation Fees and Charges for the Wagin Football Club, Wagin Hockey Club and the Wagin Trotting Club for the 2019/2020 financial year.

BACKGROUND/COMMENT:

All Council fees and charges for the 2019/2020 financial year was set by Council as part of the 2019/2020 Budget process.

Sportsground, Swimming pool and clubroom usage fees for the respective clubs are invoiced each year in either September for the Summer sports and March for the Winter sports. I have attached below a table outlining the 2019/2020 usage fees for each club.

Sporting Club	Season Fee	Invoiced	Paid
Wagin Cricket Club	1,152.00	September	Yes
Wagin Swimming Club	1,549.00	September	Yes
Wagin Football Club	2,581.00	No	
Wagin Hockey Club	1,152.00	No	
Wagin Trotting Club	2,168.00	No	

The Football Club, Hockey Club and Trotting Club have all been significantly impacted by the Covid 19 Pandemic. This has led to significant reductions in games to be played and meetings held.

Each of the clubs rely on income generated by games or race meets to pay their club expenses, including the Shire's usage fees.

The following details the current status and recommended reduction in usage fees for each club:

Wagin Football Club: Have now just started back training and the season will commence on the 19th July with the one round of fixtures. So, their season has been halved from fourteen games down to seven. Management are recommending their yearly Shire usage fee is reduced by 50% to \$1,290.50.

Wagin Hockey Club: Has also just started training and will commence their season early next month. Their season will also be cut short to approximately half a normal season. Management are also recommending their yearly Shire usage fee is reduce by 50% to \$576.

Wagin Trotting Club: The Trotting Season commenced in late 2019 with seven scheduled race meets. The first meet was held in November and the remaining six scheduled between March and July. Whilst racing has continued during the pandemic, Racing and Wagering WA made the decision to centralise all their harness meetings to Perth, Bunbury and Pinjarra. As a result, the remaining six meets in Wagin were cancelled. Management are recommending that their yearly Shire usage fees be reduced to \$309.71, this is in in line with the number of meets held – one.

Whilst this represents a reduction in budgeted income of \$3,724.79, this will be offset by some reduction in Shire staff time in grounds preparation and utility costs.

CONSULTATION/COMMUNICATION:

Wagin, Football, Hockey and Trotting Clubs

STATUTORY/LEGAL IMPLICATIONS:

Local Government Act 1995

Local Government Financial Management Regulations

POLICY IMPLICATIONS:

Nil

FINANCIAL IMPLICATIONS:

Reduction in budgeted fees and charges revenue for 2019/2020, however somewhat offset by a reduction in Council operating costs.

STRATEGIC IMPLICATIONS:

Nil

VOTING REQUIREMENTS:

Absolute Majority

OFFICERS RECOMMENDATION

Moved: Cr.

Seconded: Cr.

That Council Authorises the following reduction in Sportsground/Recreation usage charges for the 2019/2020 financial year:

Wagin Football Club – from \$2,581 to \$1,290.50

Wagin Hockey Club – from \$1,152 to \$576

Wagin Trotting Club – from \$2,168 to \$309.71

Carried

13.2 REINSTATEMENT OF WAIT-JEN TRAIL AS A FUNCTIONAL TOURIST ATTRACTION

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

BRIEF SUMMARY:

This report recommends that provision be made in the Shires 2020/21 financial year budget to redefine the *Wait – Jen (Walking) Trail*.

BACKGROUND/COMMENT

Council at its meeting of the 26th May 2020 accepted the following recommendations from the Tourism and Promotion Committee:

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

A preliminary assessment of parts of the trail was recently undertaken and the following observations were made:

- The trail is no longer well defined. There are some sections of fallen timber blocking the trail and some dead wood scattered along the trail.
- The trail is still traversable on foot;
- Pointer signs (arrows) are very intermittent and the interpretative plaques have corroded to the point of being unreadable – this has occurred due to the very saline, corrosive environment;
- The wooden bridge that spanned the overflow channel of Parkeyerring Lake has been washed away at some stage. (probably during the 2017 flood event)

The redefining of the trail (with the exception of replacing the bridge) to a functional condition would not be difficult. If Council wishes to prioritise this, it is recommended that the following steps be taken:

1. The trail be properly defined with GPS and marked out;
2. Tree debris that has fallen across sections of the trail be removed;
3. Pine posts with trail pointers be installed at regular intervals;
4. Corroded plaques be removed. Details that were on the plaques could be accessed from previous records and recorded digitally so that they may be downloaded on an application by users of the trail.

This would define the trail for walkers and would have minimal or no impact on the existing environment. Costs would not be expected to exceed \$3000.00. The situation as to whether approvals would need to be obtained from the Department of Biodiversity, Conservation and Attractions would need to be clarified.

If the trail was to be more clearly defined, then a small traxcavator could be used to, remove fallen timber and rake the trail. If any vegetation was to be removed the necessary approvals would need to be obtained from the Department of Biodiversity, Conservation and Attractions. Costs for carrying out this work would be unlikely to exceed \$5000.00.

There also needs to be discussion as to whether the bridge should be replaced given that unless a more robust structure is put in place, it is probable that a replacement bridge would suffer the same fate as its predecessor. If the bridge is not replaced, then there could be some times of the year when walkers could find one section of the trail a little challenging. Such is the (usually) intrepid nature of the walking fraternity however, that this may not be a dealbreaker.

It is understood that agreements were previously put in place with landholders who have land over which some sections the trail traverses. It is proposed that should the trail be redefined, that communication be held with the landholders in question beforehand, to ensure that they are comfortable with the original agreements continuing and if clearing permit approvals are required on private land, then the Shire render assistance in this regard.

It is to be noted that this report was firstly to be placed before the *Tourism and Promotion Committee* for consideration, however due to there being no meeting of that committee being planned for in the near future and the fact that Council is on the eve of budget deliberations, this matter is placed before Council for a decision.

CONSULTATION/COMMUNICATION

Manager of Works
Department of Biodiversity, Conservation and Attractions

STATUTORY/LEGAL IMPLICATIONS:

Environmental Protection Act 1986 – Division 2 – *Clearing of Native Vegetation*
Environmental Protection (Clearing of Native Vegetation) Regulations 2004 – specifically *r5, Item 13*
– *Clearing of walking tracks.*

POLICY IMPLICATIONS:

Nil

FINANCIAL IMPLICATIONS:

Depending on the extent that the trail is redefined and brought to a functional condition, costs are estimated to be between \$3000 and \$8,000 for which budget provision would need to be made.

STRATEGIC IMPLICATIONS:

Shire of Wagin Strategic Community Plan - Community Services and Social Environment – *Continued support for continued tourism and related infrastructure development.*

VOTING REQUIREMENTS:

Simple Majority

OFFICERS RECOMMENDATION

Moved: Cr.

Seconded: Cr.

That provision be made in the Shires 2020/21 financial year budget to carry out work on redefining the Wait – Jen Trail with the exception of replacing the former wooden bridge.

Carried



13.3 REVIEW OF (COUNCILLOR) REPRESENTATION

PROPONENT:	Cr Greg Ball
OWNER:	
LOCATION/ADDRESS:	
AUTHOR OF REPORT:	Acting Chief Executive Officer
SENIOR OFFICER:	Acting Chief Executive Officer
DATE OF REPORT:	3 rd June 2020
PREVIOUS REPORT(S):	Nil
DISCLOSURE OF INTEREST:	Nil
FILE REFERENCE:	GV.CO.3
ATTACHMENTS:	Representation Discussion Paper

BRIEF SUMMARY:

Council at its meeting of 24th March 2020 resolved:

That the Shire of Wagin:

- a) *Advise the Wagin community that it is considering a reduction in the numbers of elected members from eleven (11) to nine (9) that would come into effect at the October 2021 Local Government elections;*
- b) *That Council calls for public submissions regarding the reduction in Council numbers which will close 6 weeks after first advertised;*
- c) *That the proposal be advertised in the Wagin Wool Press and Narrogin Observer.*

BACKGROUND/COMMENT:

Recent communication with the Local Government Advisory Board has revealed that the (revised) process involved with Council undertaking a review of elected member representation specifies a number of steps. In order to comply with this process, it is recommended that if Council still wishes to pursue this matter, that the process be recommenced in order to ensure compliance.

In broad terms the following steps need to be followed:

1. Council must resolve to undertake a review of its representation;
2. Public submission period opens;
3. Information provided to the community for discussion;
4. Public submission period closes;
5. Council considers all submissions and relevant factors and makes a decision;
6. Council submits a report to the Local Government Advisory Board for its consideration;
7. The Local Government Advisory Board submits a recommendation to the Minister for Local Government;
8. Changes approved by the Minister are implemented for the next ordinary election where possible.

The information/discussion paper prepared to inform the community and to stimulate discussion about representation should include the following factors which will be taken into account as part of the review process:

- The advantages and disadvantages of reducing the number of elected members;
- The implications of any change to the elected member/elector ratio;
- The cost of elected members;

- The effectiveness and efficiency of Council meetings

The call for submissions and the information paper should not reflect bias towards any option.

It is assumed that from Councils perspective, the intended parameters of a review would be limited to either retaining the current Council membership of 11, or reducing the Council membership to 9 as per the original intention .*It should be noted however that while Council may have a preferred position the public notice must not limit the possible responses and suggestions of the community.*

A draft public information /discussion paper is attached for the consideration of Council.

CONSULTATION/COMMUNICATION

Local Government Advisory Board

STATUTORY/LEGAL IMPLICATIONS:

Local Government Act 1995

Schedule 2.2 — Provisions about names, wards and representation.

POLICY IMPLICATIONS:

Nil

FINANCIAL IMPLICATIONS:

To be determined. (Less elected members would translate to a reduction in governance costs)

STRATEGIC IMPLICATIONS:

Nil

VOTING REQUIREMENTS:

Absolute Majority

OFFICER RECOMMENDATION & COUNCIL DECISION

Moved Cr:

Seconded Cr

That Council:

1. Resolves to undertake a review of its representation and invites submissions as required under Clause 6(1) Of Schedule 2.2 of the Local Government Act 1995.
2. Endorses the Representation Discussion Paper for the purposes of seeking public Submissions.

Carried



DISCUSSION PAPER

REVIEW OF COUNCILLOR REPRESENTATION

BACKGROUND:

The Shire of Wagin last adjusted the number of Councillors in 2003 when a Council of 13 members was reduced to 11 members. The Shire has not operated a ward system for many years and there no intention to change this situation.

This Review Discussion Paper has been prepared having regard to the provisions of Schedule 2.2 of the *Local Government Act* which specify:

Reviews

- (1) *Before carrying out a review a local government has to give local public notice advising —***
 - (a) that the review is to be carried out; and***
 - (b) that submissions may be made to the local government before a day fixed by the notice, being a day that is not less than 6 weeks after the notice is first given.***
- (2) *In carrying out the review the local government is to consider submissions made to it before the day fixed by the notice.***

In accordance with the factors that might be considered when deciding upon a change in Councillor representation, because there are no wards, all Councillors represent all electors. Matters such as community of interests, physical and topographical features and economic factors are therefore not applicable in this discussion, Factors that are relevant include:

- Demographic trends
- Economic factors
- Ratio of councillors to electors

CURRENT SITUATION:

The Shire of Wagin comprises of 11 Councillors. The President is elected by the Councillors. Elector numbers for the 2019 local government elections were 1277

THE PROCESS:

The review process is required to be carried out in accordance with the provisions of the *Local Government Act 1995* and involves a number of steps as follows:

CONSULTATION

- Council resolves to undertake the review
- Public submission period opens – a minimum of six weeks is allowed for the lodgement of submissions

EVALUATION

- Public submission period closes
- Council considers all submissions and relevant factors and makes its decision
- Council submits a report to the Local Government Advisory Board for its consideration

DECISION

- Local Government Advisory Board makes a recommendation to the Minister for Local Government
- The Minister makes a decision and makes recommendation to the Governor
- Any changes approved by the Minister will be in place for the next election (October 2021) where possible.

ADVANTAGES AND DISADVANTAGES OF A REDUCTION IN THE NUMBER OF ELECTED MEMBERS:

The Department of Local Government and Communities has the following viewpoint on Council membership:

The ideal number of elected members for a local government is for the local government to determine. There is a diverse range of Councillor/elector ratios across Western Australia reflecting the sparsely populated remote areas and the highly populated urban areas. The structure of the Council's operations will provide some input into the number of elected members needed to service the local government.

The **advantages** of a reduction in the number of elected members may include the following:

- The decision-making process may be more effective and efficient if the number of Councillors is reduced. It is more timely to ascertain the views of a fewer number of people and decision making may be easier. There is also more scope for team spirit and cooperation amongst a smaller number of people.
- Consultation with the community can be achieved through a variety of means in addition to individuals and groups contacting their local elected member.
- The cost of maintaining elected members is likely to be reduced however a lesser number of elected members may result in increased commitment from those elected reflecting in greater interest and participation in Council's affairs.
- Fewer elected members are more readily identifiable within the community.
- Fewer positions on Council may lead to greater interest in elections with contested elections and those elected receiving a greater level of support from the community.
- There is a State-wide trend for reductions in the number of elected members and some local governments have found that having fewer elected members has worked well.

The **disadvantages** of a reduction in the number of elected members may include the following:

- A smaller number of elected members may result in an increased workload and may lessen effectiveness. A demanding role may discourage others from nominating for Council.
- There is the potential for dominance in the Council by an interest group.
- A reduction in the number of elected members may limit the diversity of interests around the Council table.
- Opportunities for community participation in Council's affairs may be reduced if there are fewer elected members to contact.

COMPARISONS WITH SOME OTHER LOCAL GOVERNMENTS;

Some examples of Councillor representation/ elector ratios in medium sized agriculturally based Shires are given hereunder: *Note: Source for Shires other than Wagin – WA Local Government Directory 2019)*

Local Authority	Councillors	Electors	Representative Ratio
Wagin	11	1277	1/116
Kojonup	8	1345	1/168
Moora	9	1610	1/178
Lake Grace	9	918	1/102
Dalwallinu	9	857	1/95
Wongan - Ballidu	7	1010	1/144

Note – The average representation ratio for the Shires listed = 132.39

SOME OPTIONS, COSTS AND IMPLICATIONS TO CONSIDER WITH RESPECT TO REPRESENTATION RATIOS ASSOCIATED WITH MAINTAINING NUMBERS OF ELECTED MEMBERS IN WAGIN:

Councillors	Representation Ratio	Annual Estimated Cost
7	1/182	\$125,806
9	1/142	\$151,669
11 (Current Situation)	1/116	\$168,143
13	1/98	

OTHER FACTORS TO BE CONSIDERED:

Whilst the Councillor Representation Ratio has been addressed in the preceding sections, the following factors could also be considered:

Demographic Trends:

Census data over the last 3 census periods is shown in the following table.

Shire of Wagin – Census Statistics 2006 - 2016

	2006	2011	2016
Total Population	1846	1847	1852
Median Age	42	45	49
Median Age Australia	37	37	38
65 years and over	16.9%	19.7%	24.7%
15 to 64	61.4%	59.6%	57.4%

0 to 14	21.7%	20.7%	17.9%
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This shows that the population of the Shire is very stable, however the median age is increasing as is the percentage of people aged 65 years and over. This could translate into a higher demand for the Shire to meet the needs of people in the higher aged groups. The Shire is however keen to grow the population and is currently focused on improving sporting and recreational facilities and encouraging business activity to enhance employment opportunities and strengthen the local economy.

Economic Factors:

The economy of the Shire is largely agriculturally based with wool, livestock and coarse grains being the economic mainstays. Wagin is however well supported with ancillary industries with some downstream processing of agricultural products, manufacturing, fabrication, vehicle, plant and machinery servicing and a strong general retail sector. In addition, the district is well served by builders, associated trades and accounting and legal, medical and allied health professions.

These businesses and services have been relatively stable over a long period and are not expected to change much in the foreseeable future.

Notwithstanding this relatively buoyant economic situation, the 2011 census showed that the average weekly household income of \$970 was well below the State average of \$1595, or Australia's overall average of \$1438. This accentuates the importance of all residents within the Shire of Wagin having adequate and diverse Councillor representation, to ensure that a reasonable level of equity to the provision of services that the Shire provides to the community.

Effectiveness and Efficiency of Council Meetings:

A fair degree of flexibility exists as to how a local government structures its business to deal with matters at Council meetings. Some Councils extensively utilise committees which make recommendations to Council, whilst others operate with very few committees and conduct most of their business through their ordinary Council meetings. There are also wide differences in how much of the decision-making processes are delegated to the Chief Executive Officer.

Councils with several committees and relatively few delegations to the CEO for example, would logically need to have more elected members than Councils which operate with few committees and which delegate a broad range of functions and decisions to the Chief Executive Officer. The key issues revolve around the capacity to make timely and effective decisions, compliance with legislation, the capacity to attract candidates for Council positions and the ability to attract high performing CEO's and professional staff.

IMPLEMENTATION:

Advice has been given that in reducing Councillor numbers, it is not open to the Governor to order a full spill of positions. There is also no option to act on a Council recommendation to spill. The only way there can be a spill of positions is if more than half the Councillors resign.

Generally, a request, and consequently the order to reduce Councillor numbers is one that take effect from the next election.

ELECTION CYCLES

This table sets out the election process that would apply if the offices of Council were to be altered to implement Orders arising from a review into Councillor Representation.

Council Membership Structure	Election Process		
	October 2021	October 2023	October 2025
Seven Membership Council	4 Offices abolished 2 Offices available to be filled in 2021 election	5 Offices up for re-election 4 Candidates with most votes get four year term 1 Candidate gets two year term	Normal cycle returns with these Offices of Council up for election.
Nine Membership Council	2 Offices abolished 4 Offices available to be filled in 2023 election	4 Candidates with most votes get four year term	Normal cycle returns with five offices of Council up for election
Eleven Membership Council	No change to current situation	No change to current situation	No change to current situation
Thirteen Membership Council	8 Offices available to be filled in 2023 election 7 Candidates with most votes get four year term 1 Candidate gets two year term	6 Offices up for re-election for four year term	Normal cycle returns with seven offices of Council up for re-election

SUBMISSIONS:

Submissions will be received up to close of business on **xxxxxx**. A submission form (attached) may be used or may be submitted in any form in writing. Submissions should be lodged with:

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

Submissions may also emailed to: ceo@wagin.wa.gov.au



SUBMISSION FORM

REVIEW OF COUNCILLOR REPRESENTATION

I/We favour the following option with respect to the number of Councillors that should represent electors within the Shire of Wagin:

(Tick Box)

7 Councillors

9 Councillors

11 Councillors (existing situation)

13 Councillors

Other (Please specify)

Reasons/Comments in support of favoured option (Optional)

Name:

13.4 COVID-19 FINANCIAL HARDSHIP POLICY

PROPONENT:	
OWNER:	Shire of Wagin
LOCATION/ADDRESS:	N/A
AUTHOR OF REPORT:	Deputy CEO
SENIOR OFFICER:	Acting Chief Executive Officer
DATE OF REPORT:	18 th June 2020
PREVIOUS REPORT(S):	21 st May 2020
DISCLOSURE OF INTEREST:	N/A
FILE REFERENCE:	N/A
ATTACHMENTS:	COVID 19 – Financial Hardship Policy Implementation Guidelines (Under Separate Cover)

BRIEF SUMMARY:

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

BACKGROUND/COMMENT:

This COVID 19 Financial Hardship policy was considered at the May Council meeting, however due to the lateness in receiving the accompanying WALGA guidelines in Implementing Financial Hardship Policy Council resolved the following:

COUNCIL DECISION

Moved: Cr S M Chilcott

Seconded: Cr L A Lucas

That Finance Policy 22 – COVID-19 Financial Hardship lay on table until the 23rd June 2020 Council Meeting.

Carried 9/0

The draft policy is enclosed and has been slightly changed to include a delegation. changed The WALGA Implementing guidelines has been amended to better reflect the and suit the Shire of Wagin. These guidelines are attached under separate cover.

Information presented in the agenda item presented to the May Council meeting.

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

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

- Residential and small business ratepayers who are suffering financial hardship due to the COVID-19 pandemic will not be charged interest on overdue rates in 2020/2021.
- The maximum interest rate payable by all ratepayers has also been reduced, from a maximum of 11% to a maximum of 8%. This new limit aligns with the Australian Tax Office

penalty for overdue payments;

- Interest on instalments remains at 5.5% if a Local Government has a Hardship Policy, and to a maximum of 3% if a Local Government does not have a hardship policy.
- If adopting a minimum rate or rate in the dollar no higher than that imposed in 2019/20, then there is no need to advertise differential rates. Only requirement is to place a notice on your website.

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

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

The Draft policy is attached for review.

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

COMMITTEES RECOMMENDATION

Moved: Cr J P Reed

Seconded: Cr. B S Hegarty

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

Carried 5/0

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

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

CONSULTATION/COMMUNICATION:

Chief Executive Officer

Cr Ball

STATUTORY/LEGAL IMPLICATIONS:

Local Government Act 1995

Local Government (Financial Management) Regulations

POLICY IMPLICATIONS:

As per resolution

FINANCIAL IMPLICATIONS:

May impact on the timing or receiving rate income

STRATEGIC IMPLICATIONS:

Nil

VOTING REQUIREMENTS:

Absolute Majority

OFFICERS RECOMMENDATION

Moved: Cr.

Seconded: Cr.

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

Carried

Draft Policy

Policy Type:	Finance
Date Adopted:	

Policy No:	22
Date Last Reviewed:	

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

Legal (Subsidiary):

Delegation of Authority Applicable
No

Delegation No.

ADOPTED POLICY

Title:	22. COVID-19 FINANCIAL HARDSHIP
Objective:	<p>To give effect to our commitment to support severely financially disadvantaged parts of the ratepayer base and community affected by the challenges arising from the COVID19 pandemic and other circumstances as they arise.</p> <p>This Policy is intended to ensure that we offer fair, equitable, consistent and dignified support to ratepayers suffering hardship, while treating all members of the community with respect and understanding at this difficult time.</p>
Scope:	<p>This policy applies to:</p> <ol style="list-style-type: none"> Outstanding rates and service charges as at the date of adoption of this policy; and Rates and service charges levied for the 2020/21 financial year. <p>It is a reasonable community expectation, as we deal with the effects of the pandemic that those with the capacity to pay rates will continue to do so. For this reason, the Policy is not intended to provide rate relief to ratepayers who are not able to evidence financial hardship and the statutory provisions of the <i>Local Government Act 1995</i> and <i>Local Government</i></p>

	<p><i>(Financial Management) Regulations 1996</i> will apply.</p> <p>Payment difficulties, hardship and vulnerability¹</p> <p>Payment difficulties, or short-term financial hardship, occur where a change in a person's circumstances result in an inability to pay a rates or service charge debt.</p>
<p>Policy Statement</p>	<p>Financial hardship occurs where a person or entity is unable to pay rates and service charges without affecting their ability to meet their basic living needs, or the basic living needs of their dependants. The Shire of Wagin recognises the likelihood that COVID19 will increase the occurrence of payment difficulties, financial hardship and vulnerability in our community. This policy is intended to apply to all ratepayers experiencing financial hardship regardless of their status, be they a property owner, tenant, business owner etc.</p> <p>Anticipated Financial Hardship due to COVID19</p> <p>We recognise that some ratepayers may be experiencing financial hardship due to COVID-19. We respect and anticipate the probability that additional financial difficulties will arise when their rates are received.</p> <p>We will write to ratepayers at the time their account falls into arrears, to advise them of the terms of this policy to make them aware eligible ratepayers can apply for hardship consideration. Where possible and appropriate, we will also provide contact information for a recognised financial counsellor and/or other relevant support services.</p> <p>Financial Hardship Criteria</p> <p>While evidence of hardship will be required, we recognise that not all circumstances are alike. We will take a flexible approach to a range of individual circumstances including, but not limited to, the following situations:</p> <ul style="list-style-type: none"> • Recent unemployment or under-employment • Sickness or recovery from sickness • Low income or loss of income • Unanticipated circumstances such as caring for and supporting extended family <p>Ratepayers are encouraged to provide any information about their individual circumstances that may be relevant for assessment. This may include demonstrating a capacity to make some payment and where possible, entering into a payment proposal. We will consider all circumstances, applying the principles of fairness, integrity and confidentiality whilst complying our statutory responsibilities.</p> <p>Payment Arrangements</p> <p>Payment arrangements facilitated in accordance with Section 6.49 of the Act are of an agreed frequency and amount. These arrangements will consider the following:</p> <ul style="list-style-type: none"> • That a ratepayer has made genuine effort to meet rate and service charge obligations in the past; • The payment arrangement will establish a known end date that is realistic and achievable; • The ratepayer will be responsible for informing the Shire of Wagin of any change in circumstance that jeopardises the agreed payment schedule.

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

Interest Charges

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

Deferment of Rates

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

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

Debt recovery

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

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

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

Delegation

Delegated authority to the CEO or his appointee by decision of Council:

Review

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

Communication and Confidentiality

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

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

14. ANNOUNCEMENTS OF PRESIDENT AND COUNCILLORS

- a) Elected Members
- b) Officer's

15. URGENT BUSINESS INTRODUCED BY DECISION OF THE MEETING

Nil

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

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

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

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

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

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

17. CLOSURE