



AGENDA

ORDINARY MEETING OF COUNCIL

23 MARCH 2021



SHIRE OF WAGIN
NOTICE OF MEETING

Dear President and Councillors,

The next Ordinary Meeting of Council will be held

ON: Tuesday 23 MARCH 2021

WHERE: Council Chambers, Shire Office

AT: 7:00pm

Bill Atkinson
CHIEF EXECUTIVE OFFICER

Note: That, under section 5.65 of the Local Government Act 1995, care should be exercised by all councillors to ensure that a 'financial interest' is declared and that they refrain from voting on any matters which are considered that may come within the ambit of the Act.



DISCLAIMER

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

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

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

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Bill Atkinson
CHIEF EXECUTIVE OFFICER



SHIRE OF WAGIN

Agenda for the Ordinary Meeting of Council to be held in the Council Chambers, Wagin on
Tuesday 23 March 2021 commencing at 7pm

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1. OFFICIAL OPENING

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

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

2.1 ATTENDANCE

Cr Phillip Blight
Cr Greg Ball
Cr Bryan Kilpatrick
Cr Sheryll Chilcott
Cr Wade Longmuir
Cr Lyn Lucas
Cr Jason Reed
Cr David Atkins
Cr Geoff West
Cr Bronwyn Hegarty
Bill Atkinson
Brian Roderick
Allen Hicks
Emily Edwards

Shire President
Deputy Shire President

Chief Executive Officer
Deputy Chief Executive Officer
Manager of Works
Executive Assistant

2.2 APOLOGIES

2.3 APPROVED LEAVE OF ABSENCE

2.4 VISITORS

3. RESPONSES TO PREVIOUS QUESTIONS TAKEN ON NOTICE

4. PUBLIC QUESTION TIME

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



5. APPLICATION FOR LEAVE OF ABSENCE

6. PUBLIC FORUM

7. PETITIONS/DEPUTATIONS – PRESENTATIONS

8. DISCLOSURE OF FINANCIAL AND OTHER INTERESTS

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

8.2 DISCLOSURE OF PROXIMITY INTEREST – Local Government Act Section 5.6

8.3 DISCLOSURE OF IMPARTIALITY INTEREST – Administration Regulation Section 34c

9. CONFIRMATION OF PREVIOUS MEETING MINUTES

**9.1 MINUTES FROM THE ORDINARY MEETING OF COUNCIL HELD 23
FEBRUARY 2021**

COUNCIL DECISION

Moved Cr

Seconded Cr

That the Minutes of the Ordinary Meeting of Council held on Tuesday 23 February 2021 and circulated to all Councillors, be confirmed as a true and accurate record.

Carried 0/0

**9.2 MINUTES FROM THE BUSHFIRE ADVISORY COMMITTEE ANNUAL
GENERAL MEETING HELD 17 MARCH 2021**

COUNCIL DECISION

Moved Cr

Seconded Cr

That the Minutes of the Bushfire Advisory Committee Annual General Meeting held on 17 March 2021 as attached, be received and the recommendations be adopted as decisions of Council.

Carried 0/0



MINUTES

ANNUAL GENERAL MEETING OF THE BUSHFIRE ADVISORY COMMITTEE

17 MARCH 2021
Ordinary Council Meeting

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Bill Atkinson
CHIEF EXECUTIVE OFFICER

GIFTS DISCLOSURE INFORMATION

The Gifts Register contains the disclosures of gifts that have been made by Elected Members, the Chief Executive Officer and Employees in their official capacity.

To adhere with the changes to gift disclosure regulations in the *Local Government Legislation Amendment Act 2019*, passed by Parliament on 27 June 2019, the Shire of Wagin provides gift disclosure information in the interests of accountability and transparency.

Elected Members and the Chief Executive Officer are required to disclose gifts which are valued over \$300 or are two or more gifts with a cumulative value over \$300 (where the gifts are received from the same donor in a 12 month period) within 10 days of receipt [Sections 5.87A & 5.87B *Local Government Act 1995*].

The Act and Regulations require the Chief Executive Officer to publish an up to date version of the Gifts Register on the Shire's website after a disclosure is made. To protect the privacy of individuals, the register published on the website does not include the address disclosed by an individual donor and will instead include the town or suburb.

SHIRE OF WAGIN

Minutes for the Annual General Meeting of the Bushfire Advisory Committee held in the Council Chambers, Wagin on Wednesday 17 March 2021 commencing at 7:02pm

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1. OFFICIAL OPENING

Opened the meeting 7.02pm.

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

2.1 ATTENDANCE

Cr P J Blight	Chairperson
Mr R Goldsmith	Chief Bushfire Control Officer
Mrs C Goldsmith	
Cr L Lucas	Councillor
Mr T Cook	
Mr A Rowel	
Mr C Clifton	
Mr W Angwin	
Mr S Vogel	Department of Fire and Emergency Services
Mr B Halford	Department of Fire and Emergency Services
MR B Roderick	Deputy Chief Executive Officer
Mrs D George	Community Liaison Officer

2.2 APOLOGIES

Mr X White
Mr T Hamersley
Mr S Angwin
Mr W Brockway
Mr B Becker

3. PUBLIC FORUM

Nil

4. PETITIONS/DEPUTATIONS/PRESENTATIONS

Nil

5. DISCLOSURE OF FINANCIAL AND OTHER INTERESTS

Nil

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

Nil

5.2 DISCLOSURE OF PROXIMITY INTEREST – Local Government Act Section 5.6

Nil

5.3 DISCLOSURE OF IMPARTIALITY INTEREST – Administration Regulation Section 34c

Nil

6. CONFIRMATION OF PREVIOUS MEETING MINUTES

6.1 MINUTES FROM THE BUSHFIRE ADVISORY COMMITTEE MEETING HELD 17 MARCH 2020

COMMITTEE DECISION

Moved Mr T Cook

Seconded Mr A Rowell

That the minutes of the Annual General Meeting of the Bushfire Advisory Committee held on 17 March 2020 and circulated to all Councillors and Committee Members, be confirmed as a true and accurate record.

Carried 10/0

7. CORRESPONDENCE AND REPORTS

7.1. CHIEF BUSHFIRE CONTROL OFFICER REPORT

After a very hectic season in 2019/2020 it was a relief to have a relatively quiet year just gone. We started off with a fire in a pine plantation, a generator with a faulty power lead. Pushed breaks through and saved half the trees, couldn't do much but wait for the fire to come out into the stubble and put out spot fires. Had a good response.

Next was a car fire in the picnic area near Parkeyerring which FRS attended. We are aware of several close calls with headers which almost caught fire, only quick action by operators prevented disasters.

A car and caravan rolled and caught fire in the Lime Lake area, occupants managed to get out and FRS attended with local volunteers putting out the surrounding area.

We also had problems with the Piesseville Fire Truck, it went to be serviced and the started motor on the auxiliary pump was not working so a new one was ordered after much searching, in the end it had to come from Uzbekistan or somewhere like that, this took almost 6 weeks. It is astounding that companies who fit these items do not carry spares especially as these are emergency vehicles. This delay meant the Wedgecarrup truck was not serviced before summer. Another 5 trucks have the same problem and only one starter motor in Melbourne.

A big thank you to all those who stepped up and helped when Carol and I were away, for phone calls and offers of help, it was very humbling, and we are extremely grateful.

I am recovering well and almost back to full capacity.

COMMITTEE DECISION

Moved Cr L Lucas

Seconded Mr C Clifton

That the Committee recommend that Council receive the Chief Bushfire Control Officer Annual Bushfire Report.

Carried 10/0

7.2. ELECTION OF OFFICER BEARERS

7.2.1 CHAIRPERSON

The Shire Deputy CEO, Brian Roderick, assumed the chair and asked for nominations for the position of Chairperson.

Cr Phillip Blight retained the position as Chairperson of the Bushfire Advisory Committee in his capacity as Shire President.

Mr T Cook nominated Cr Phillip Blight, seconded by Cr L Lucas. There being no further nominations Cr P Blight was declared elected Chairperson.

7.2.2 CHIEF BUSHFIRE CONTROL OFFICER

Mr C Clifton nominated Mr R Goldsmith, seconded by Cr L Lucas. There being no further nominations Mr R Goldsmith was declared elected as Chief Bush Fire Control Officer.

7.2.3 DEPUTY CHIEF BUSHFIRE CONTROL OFFICER 1

Mrs C Goldsmith nominated Mr X White, seconded by Mr T Cook. There being no further nominations Mr X White was declared elected as Deputy Chief Bush Fire Control Officer Number 1.

- Infrastructure maintenance
- Equipment maintenance
- ESL
- 2nd LEMC representative
- Radio servicing
- Radio training

7.2.4 DEPUTY CHIEF BUSHFIRE CONTROL OFFICER 2

Mr R Goldsmith nominated Mr A Rowell, seconded by Mr C Clifton. There being no further nominations Mr A Rowell was declared elected as Deputy Chief Bush Fire Control Officer Number 2.

- Trailer maintenance
- Trucks and standpipes
- Shire Liaison
- Training

7.2.5 FIRE CONTROL OFFICERS

The following members were nominated as Fire Control Officers for 2021/2022:

Mr R Goldsmith
Mr I McDougall
Mr G Abbott

Mr W Brockway
Mr B Johnson
Mrs C Goldsmith
Mr C Piesse
Mr A Rowell
Mr S Angwin
Mr G Thompson
Mr X White
Mr C Clifton
Mr B Robinson
Mr T Storer
CEO – Shire of Wagin

Shire Office – Town Fire Permits

Mr B Roderick
Mrs D George
Ms D Stephens

COMMITTEE DECISION

Moved Mr R Goldsmith

Seconded Mr A Rowell

That the Committee recommend that Council that the following Fire Control Officer appointments be made:

FIRE CONTROL OFFICERS

Mr R Goldsmith
Mr I McDougall
Mr G Abbott
Mr W Brockway
Mr B Johnson
Mrs C Goldsmith
Mr C Piesse
Mr A Rowell
Mr S Angwin
Mr G Thompson
Mr X White
Mr C Clifton
Mr B Robinson
Mr T Storer
CEO – Shire of Wagin

SHIRE OFFICER – TOWN FIRE PERMITS

Mr B Roderick
Mrs D George
Ms D Stephens

Carried 10/0

7.2.6 BRIGADE CAPTAINS

COMMITTEE DECISION

Moved Cr L Lucas

Seconded Mr A Rowell

That the Committee recommend that Council that the following Bushfire Brigade Captain appointments be made:

BADJARNING

Mr C Clifton was declared elected as Captain for Badjarning Brigade

BALLAYING

Mr X Whitre was declared elected as Captain for Ballaying Brigade

CANCANNING

Mr A Rowell was declared elected as Captain for Cancanning Brigade

LIME LAKE

Mr W Brockway was declared elected as Captain for Lime Lake Brigade

PIESSEVILLE

Mr R Goldsmith was declared elected as Captain for Piesseville Brigade

WEDGE CARRUP

Mr I McDougall was declared elected as Captain for Wedgecarrup Brigade

WAGIN TOWN

Mr T Cook was declared elected as Captain for Wagin Town Brigade

Carried 0/0

7.2.7 CHIEF FIRE WEATHER OFFICER

This position will be delegated to The Chief Bush Fire Control Officer, Deputy Chief Bush Fire Control Officer number 1 or Deputy Chief Bush Fire Control Officer 2.

7.2.8 FIRE WEATHER COMMITTEE

COMMITTEE DECISION

Moved Mr R Goldsmith

Seconded Mrs C Goldsmith

That the Committee recommend that Council that the following Fire Weather Committee appointments be made:

FIRE WEATHER COMMITTEE

Mr R Goldsmith, Mr I McDougall, Mr C Piesse, Mr S Angwin, Mr W Brockway, Mr X White and Mr A Rowell

Carried 0/0

7.2.9 DUAL FIRE CONTROL OFFICERS

COMMITTEE DECISION

Moved Mr R Goldsmith

Seconded Cr L Lucas

That the Committee recommend that Council that the following Dual Fire Control Officer appointments be made:

DUMBLEYUNG

Mr S Angwin
Mr X White

NARROGIN

Mr R Goldsmith
Mr C Piesse

WOODANILLING

Mr W Brockway
Mr I Mcdougall

WILLIAMS

Mr C Piesse

WEST ARTHUR

Mr G Abbott
Mr B Robinson

WICKEPIN

Mr S Angwin

Carried 0/0

7.2.10 CLOVER BURINING PERMIT OFFICER

Chief Bush Fire Control Officer – Mr R Goldsmith

8. GENERAL BUSINESS

Nil

9. CLOSURE

There being no further business the Chairperson thanked those in attendance and closed the meeting at 7.25pm.

I certify that this copy of the Minutes is a true and correct record of the meeting held on 17 March 2021

Signed:

.....

Chairperson

Date:

.....

UNCONFIRMED



9.3 MINUTES FROM THE BUSHFIRE ADVISORY COMMITTEE MEETING HELD 17 MARCH 2021

COUNCIL DECISION

Moved Cr

Seconded Cr

That the Minutes of the Bushfire Advisory Committee Meeting held on 17 March 2021 as attached, be received and the recommendations be adopted as decisions of Council.

Carried 0/0



MINUTES

BUSHFIRE ADVISORY COMMITTEE

17 MARCH 2021
Ordinary Council Meeting

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CHIEF EXECUTIVE OFFICER

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SHIRE OF WAGIN

Minutes for the Bushfire Advisory Committee meeting held in the Council Chambers,
Wagin on Wednesday 17 March 2021 commencing at 7:26pm

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1. OFFICIAL OPENING

Opened the meeting 7:26pm.

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

2.1 ATTENDANCE

Cr P J Blight	Chairperson
Mr R Goldsmith	Chief Bushfire Control Officer
Mrs C Goldsmith	
Cr L Lucas	Councillor
Mr T Cook	
Mr A Rowell	
Mr C Clifton	
Mr W Angwin	
Mr S Vogel	Department of Fire and Emergency Services
Mr B Halford	Department of Fire and Emergency Services
Mr B Roderick	Deputy Chief Executive Officer
Mrs D George	Community Liaison Officer

2.2 APOLOGIES

Mr X White
Mr T Hamersley
Mr S Angwin
Mr W Brockway
Mr B Becker

3. PUBLIC FORUM

Nil

4. PETITIONS/DEPUTATIONS/PRESENTATIONS

Nil

5. DISCLOSURE OF FINANCIAL AND OTHER INTERESTS

Nil

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

Nil

5.2 DISCLOSURE OF PROXIMITY INTEREST – Local Government Act Section 5.6

Nil

5.3 DISCLOSURE OF IMPARTIALITY INTEREST – Administration Regulation Section 34c

Nil

6. CONFIRMATION OF PREVIOUS MEETING MINUTES

6.1 MINUTES FROM THE BUSHFIRE ADVISORY COMMITTEE MEETING HELD 17 JUNE 2020

COMMITTEE DECISION

Moved Mr T Cook

Seconded Mr A Rowell

That the minutes of the Bushfire Advisory Committee Meeting held on 17 June 2020 and circulated to all Councillors and Committee Members, be confirmed as a true and accurate record.

Carried 0/0

7. CORRESPONDENCE AND REPORTS

7.1. DEPUTY BUSHFIRE CONTROL OFFICER REPORT

7.1.1 DEPUTY 1 – REPORT

Not in attendance

7.1.2 DEPUTY 2 – REPORT

- Nil to report

7.2. BRIGADE REPORTS

7.2.1 BADJARNING

- Quiet season, all working hard towards preventing fires by maintaining machinery & permit burning.
- FCO radio which has sat with Di Piesse, has been handed forward to L Lucas. Request that a thank you letter be sent by the committee to Di for the work done.

7.2.2 BALLAYING

Not in attendance

7.2.3 CANNING

- Nil to Report

7.2.4 LIME LAKE

- Nil to Report

7.2.5 PIESSEVILLE

- Nil to report

7.2.6 WEDGECARRUP

Not in attendance

7.2.7 WAGIN/TOWN & VFRS

- Working well, dealt with a couple of vehicle fires & sent a crew to Perth to assist in the Wooroloo fires, which was a great experience for them.

7.3. SHIRE OF WAGIN REPORT

On behalf of Council, I would like to acknowledge and congratulate the Chief Bushfire Control Officer, his deputy's, the Fire Control Officers and all volunteers for their efforts and the fantastic job they did during the fire season.

It was a much quieter bushfire season than last year regarding bushfire control and administration, less so than the Perth Hills. The town brigade sent a truck and crew to Wooroloo to help out and residents and their dogs are very happy they did. Thanks to Kayla, Brenden, Ben, Jack and Jamie for volunteering to go.

Council will continue to work hard on getting more support for the volunteers in way of a steady supply of PPE, and this year we have been working to add in more mask options, covering a range of quality masks with filters and a few wool/washable long-life masks which need no filter. We have a wide range of PPE in the office for any volunteers who require gear.

Vehicle Stickers renewals have been slow this issue, with the current issue expiring in September 2020. 15 vehicles have current stickers in place – plus 13 shire vehicles. These stickers will allow access to the fire ground through a roadblock and should be on any vehicle which may be required on ground. They are available at the shire office.

Staff are aware that there is a roll-over request for training sessions – but with the added offer of refreshments after training we have still been unable to get sufficient numbers to attend. Previously there was a suggestion to combine the training with the meeting of the Top Crop group – staff were unable to confirm a meeting time to work in with the attendance of the trainer/equipment.

Staff continue to work with all Bush Fire Brigades and the VFRS toward a more cohesive working relationship and this seems to be resulting in some really good outcomes.

At the meeting it was discussed about the vehicle identification stickers on account there are only 15 out there, and how we can get more out to members. Suggestions: shire to arrange a meeting with the new Police OIC when he arrives so he is aware of the concern and history of the situation. Also to email out the vehicle identification sticker application form and request members to complete and email back to shire, the stickers can then be mailed out.

7.4. ESL GRANT APPLICATION 2021/2022

PROPONENT:	N/A
OWNER:	N/A
LOCATION/ADDRESS:	N/A
AUTHOR OF REPORT:	Deputy Chief Executive Officer
SENIOR OFFICER:	Chief Executive Officer
DATE OF REPORT:	12 th March 2021
PREVIOUS REPORT(S):	March 2020
DISCLOSURE OF INTEREST:	Nil
FILE REFERENCE:	
ATTACHMENTS:	2021/2022 ESL Application

OFFICER RECOMMENDATION/COMMITTEE DECISION

Moved Mr A Rowell

Seconded Mr W Angwin

That the Committee recommend that Council endorse the 2021/2022 ESL Operating and Capital grant application for the Wagin Bushfire Brigades.

Carried 0/0

BRIEF SUMMARY

The Committee to recommend endorse the 2021/2022 ESL operating and Capital grant for the Wagin Bushfire Brigades.

BACKGROUND/COMMENT

It is a requirement for the Shire to submit to DFES an application for ESL operating and Capital grant funding for the following financial year by the 31st March each year.

ESL Grant 2021/2022

This year's ESL application mirrors last year's application with the following capital items again applied for:

- A new 4 x 4 2.4 Fire Tender for the Ballaying Brigade to be housed in Ballaying
- A new Single Bay Bushfire shed/station (as per Piesseville and Wedgecarrup) to house a new Fire Tender. To be built on Shire land near the Ballaying bin.

Staff have emailed key FCO's and asked if any new capital items or plant/equipment items between \$1,500 and \$5,000 were required. At this stage there are no requests.

There is no provision for applying for water tanks through the ESL grant process, however other grant funds have been applied for to purchase this. Also, a funding application has been submitted for the purchase of a second-hand water tanker, this funding was applied through DFES.

In the 2020/2021 financial year DFES has offered the Shire BFB program and operating amount of \$57,620 this is again an increase on last year and the amount is double to what we

were receiving some six years ago. This amount allows all eligible brigade expenditure to be met and again staff are recommending this operating grant amount e accepted. significant increase on their first offer compared to previous years. Staff are recommending we again accept their offer.

The 2021/2022 ESL Operating and Capital Grant application is attached for your information.

Wagin ESL Operating Grant Allocations		
Year	Operating Grant	Other / Comments
2015-2016	\$28,000	
2016-2017	\$31,440	
2017-2018	\$33,000	
2018-2019	\$44,000	Plus \$15,000 one off PPE Allocation & \$3,288 insurance Allowance
2019-2020	\$49,000	Plus \$4,262 Insurance Allowance
2020-2021	\$52,550	Plus Insurance Allowance of \$4,000
2021-2022	\$57,620	

Update on the ESL Grant 2020/2021

For the 2020/2021 financial year, DFES offered the Shire BFB program \$52,550, which was accepted. It is anticipated all funds will be expended before the 30th June. Funds have been expended on normal insurance costs, plant, equipment and vehicle repairs and servicing, restocking PPE and fire suppression materials. Also, three new pumps have been purchased to replace old pumps on the standpipe trailers.

CONSULTATION/COMMUNICATION

FCO's & Shire Staff

STATUTORY/LEGAL IMPLICATIONS

Nil

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Bush Fire Control for 2021/2022 Budget

STRATEGIC IMPLICATIONS

Nil

VOTING REQUIREMENTS

Simple Majority

2021/22 LGGS APPLICATION FORMS (EXCEL)

LGGS Grant Certification

FORM 1

Pursuant to Section 36A for Emergency Services Levy purposes
Fire and Emergency Services Act 1998

Local Government Name: ... Shire of Wagin.....

Local Government Address: ... 2 Arthur Road (PO Box 200).....

..... Wagin WA..... Post Code: ... 6315...

Local Government CEO: ... Peter Webster.....

Alternate Local Government Contact

Name: ... Brian Roderick.....

Telephone: ... 08 9861 1177.....

2021/22 CAPITAL AND OPERATING GRANT SUMMARY

LGGS Grant Type	Forms	BFB	
CAPITAL		Please Circle	
Appliances/Vehicles	Form 3a	<input checked="" type="radio"/> YES / NO	
Facilities	Form 3b	<input checked="" type="radio"/> YES / NO	
Equipment	Form 4	YES / <input checked="" type="radio"/> NO	
Buildings	Form 5	<input checked="" type="radio"/> YES / NO	
OPERATING		Please Circle	
I accept DFES's Assessed Allocation (Items 1 - 8)	N/A	<input checked="" type="radio"/> YES / NO	
OR			
I Request an Alternate Allocation (Items 1 - 8)	Form 6	YES / <input checked="" type="radio"/> NO	
Purchase of Plant & Equipment (\$1,200 - \$5,000)	Form 7	YES / <input checked="" type="radio"/> NO	<input checked="" type="radio"/>

In establishing this Capital/Operating Grant application, did you consult your:

Please Tick: Bush Fire Brigade(s) SES Unit(s) FES Superintendent/District Manager

BRIGADE/UNIT DETAILS

FORM 2

Local Government Name: ...Shire of Wagin

Financial Year: 2021/22

THIS FORM MUST BE COMPLETED AND RETURNED WITH YOUR GRANT APPLICATION

Legal Name of Registered Brigades/Units		Profile of Brigade (See Appendix I for brigade classification)	No. Incidents Previous Financial Year 2019/20	No. of Registered Members ^(a)	No. of Buildings ^(b)
Bush Fire Brigades					
1	Wedgescarrup Bushfire Brigade	Rural	7	40	1
2	Lime Lake Bushfire Brigade	Farmer Response Unit	6	18	0
3	Ballaying Bushfire Brigade	Farmer Response Unit	10	25	0
4	Piesseville Bushfire Brigade	Rural	10	30	1
5	Cancanning Bushfire Brigade	Farmer Response Unit	5	41	0
6	Badjarning Bushfire Brigade	Farmer Response Unit	5	36	0
7	Wagin BFS (Dual)	Dual Role	12	37	1
8					
9					
10					
11					
12					
13					
14					
15					
16					
17					
18					
19					
20					
21					
22					
23					
TOTAL			55	227	3
State Emergency Service Units					
1					
2					
TOTAL				0	0

Notes:

(a) Registered members are members of a brigade/unit as defined by the relevant legislation.

(b) Buildings mean brigade/unit premises for operational purposes that are either owned or controlled by the Local Government or brigade/unit.

If insufficient space, please provide information in above format on a separate attachment.

DO NOT CHANGE THE LAYOUT OF THIS FORM

Bushfire Brigade New Fire Tender Justification

The Shire of Wagin is 1,950 square kilometres in area and at present we have only two fire-fighting appliances to service the whole Shire and one approved for our Town FRS Brigade (Dual) however this has yet to be delivered.

The existing appliances are located in Piesseville, some 14 kilometres north of the main Wagin town site and Wedgecarrup which is located west of the town site.

Council is seeking a 4.4 Rural tender for our Ballaying Brigade. Ballaying, is in the eastern part of the Shire and this application is to address the lack of tanker coverage in this area to meet the needs of land holders in the east and south east of the shire. There is currently no fire appliance east of Wagin to Dumbleyung, which is some forty kilometres away. Also, to the east of the townsite, there is a very large hay plant business called Gilmac Hay, this is coupled with two other major grain businesses to the east in Unigrain and Grainfeeds.

There are currently 25 members in the Ballaying Brigade.

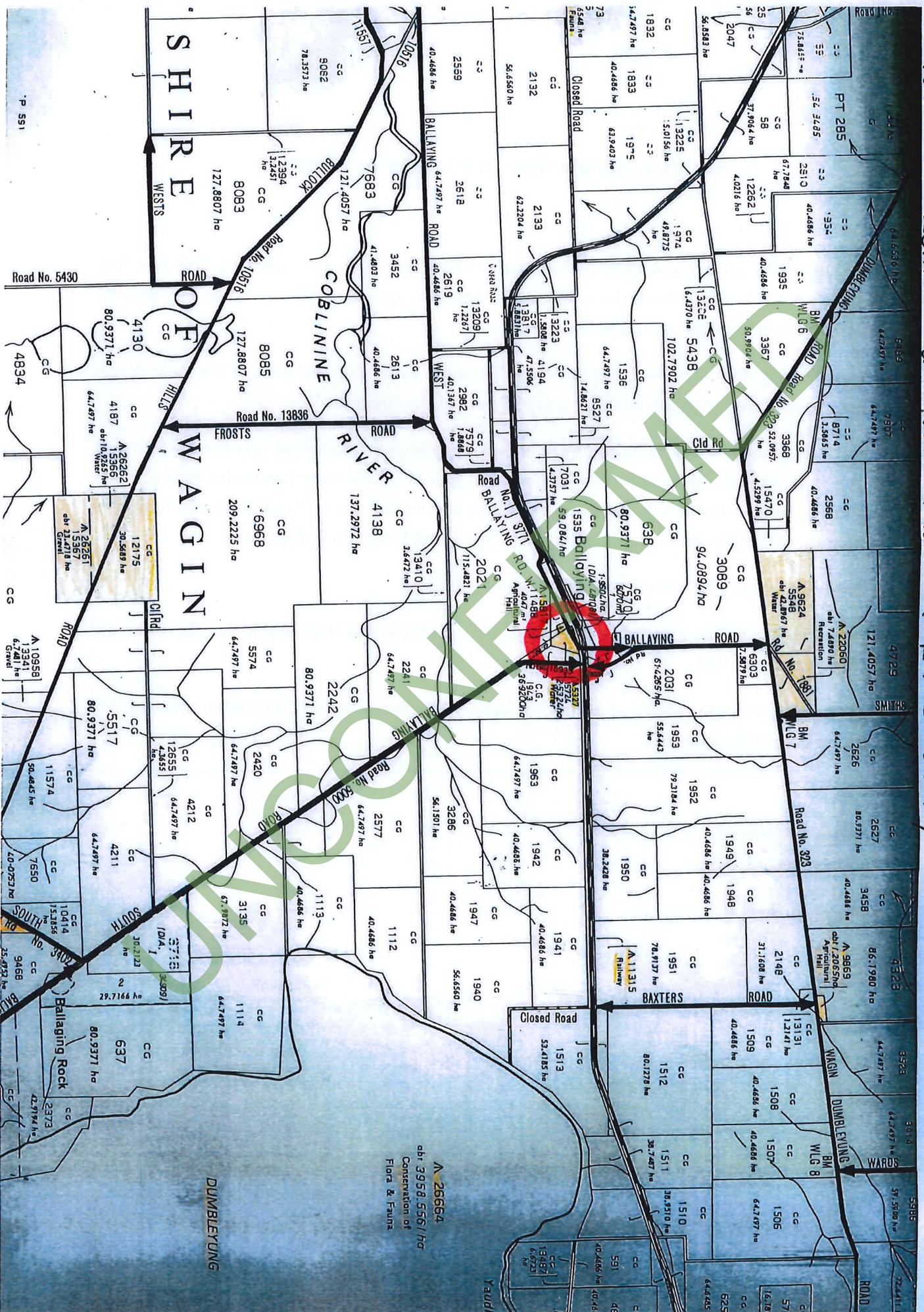
The new facility will be located on Reserve 15817, vested in the Shire and is the site of the old Shire Agricultural Hall.

This request has been ratified at our recent Wagin Bushfire Advisory Committee meeting and then by Wagin Shire Council.

William T Atkinson
Chief Executive Officer

18th March 2021

PROPOSED LOCATION OF NEW RAUWHAKA RECREATION FACILITY



CAPITAL - BUILDINGS

FORM 5

Local Government Name: Shire of Wagin.....

Please Tick Box: Bush Fire Brigade(s) State Emergency Service Unit(s)

Brigade/Unit Name:..... Ballaying

Complete one form for each building grant submission

2021/22

Section	PLEASE COMPLETE ALL QUESTIONS. IF A NEW BUILDING, REFER TO APPENDIX V, FACILITY FOOTPRINT DESIGNS TO IDENTIFY THE TYPE OF BUILDING	Please circle or complete as appropriate
1	Is the application for an upgrade or extension to an existing building? <i>If YES please attach supporting details, including a fixed priced quote of the project (1 Page) and ignore Section 2</i>	YES <input checked="" type="radio"/> NO

2	Is this application for a new building? <i>If Yes please complete the following:</i>	<input checked="" type="radio"/> YES / NO
(a)	Is land of a suitable size available now? Do not submit application unless suitable land is available. This is a precondition for a building grant.	<input checked="" type="radio"/> YES / NO
(b)	Is this building to be a Collocated Facility or is there an opportunity to establish a Collocated Facility? <i>If YES please provide details on a separate attachment</i>	YES / <input checked="" type="radio"/> NO
(c)	Does this building replace an existing building? <i>If YES approximately how old is the existing building?</i>	YES / <input checked="" type="radio"/> NO Years
(d)	What size building is required? Bays are to be for housing LGGS funded appliances/ vehicles/boats trailers only. (Refer Facility Footprint Designs)	
	BFB 1 Appliance Bay Facility and Amenities	<input checked="" type="radio"/> YES / NO
	BFB 2 Appliance Bay Facility and Amenities	YES / NO
	BFB 3 Appliance Bay Facility and Amenities	YES / NO
	BFB 4 Appliance Bay Facility and Amenities	YES / NO
	BFB 5 Appliance Bay Facility and Amenities	YES / NO
	BFB 6 Appliance Bay Facility and Amenities	YES / NO
	SES 2 Bay Facility and Amenities	YES / NO
	SES 3 Bay Facility and Amenities	YES / NO
	SES 4 Bay Facility and Amenities	YES / NO
	SES 5 Bay Facility and Separate Amenities	YES / NO
	Other Facility - (Full plans, quotes and details required to be submitted)	YES / NO
(e)	How many appliances/vehicles/trailers etc will be housed in the building?	1
(f)	Does the land have separate title?	YES / <input checked="" type="radio"/> NO
(g)	Does the land have the correct zoning for this building project?	<input checked="" type="radio"/> YES / NO
(h)	Is the land cleared of contaminants?	<input checked="" type="radio"/> YES / NO
(i)	Are there any native title considerations?	YES / <input checked="" type="radio"/> NO
(j)	Are there ANY other funding sources contributing to this project? <i>If YES please provide full details on a separate attachment.</i>	YES / <input checked="" type="radio"/> NO
(k)	Are the fixed price quotes attached?	YES / NO
(l)	Has your DFES Superintendent/District Manager been consulted regarding this project?	YES / <input checked="" type="radio"/> NO

DO NOT CHANGE THE LAYOUT OF THIS FORM

OPERATING GRANT BUDGET ESTIMATE - ALTERNATE ALLOCATION

FORM 6

(Line Items 1 - 8, 10)

ONLY TO BE COMPLETED IF THE DFES ASSESSED ALLOCATION IS NOT ACCEPTED

Local Government Name: **Shire of Wagin**.....

Please Tick Box: Bush Fire Brigade(s) State Emergency Service Unit(s)

(Complete one form for BFB in AGGREGATE and a separate form for SES in AGGREGATE.)

OPERATING GRANT BUDGET

Expenditure Items	2020/21 Projected (\$)	2021/22 Budget (\$)
RECURRENT EXPENDITURE		
1. Purchase of Plant & Equipment <\$1,500 per item		
2. Maintenance of Plant and Equipment		
3. Maintenance of Vehicles/Trailers/Boats		
4. Maintenance of Land and Buildings		
5. Clothing and Accessories ^(a)		
6. Utilities, Rates and Taxes		
7. Other Goods and Services		
8. Insurances		
NON-RECURRENT EXPENDITURE		
Total Line Items 1 - 8	\$0	\$0
9. Purchase of Plant and Equipment from \$1,500 to \$5,000 per item ^(b)		PLEASE COMPLETE FORM 7

All figures are to be GST EXCLUSIVE.

NOTES:

- (a) Not applicable for SES.
- (b) Items greater than \$5,000 are to be requested as a capital item.

As a separate attachment, please provide an explanation of any significant variations between years. DFES reserves the right to seek clarification or additional details supporting the information above.

DO NOT CHANGE THE LAYOUT OF THIS FORM

**Bush Fire Brigades
Local Government Grant Scheme 2021/22
Operating Grant Offer Assessed Allocation**

Local Government	Wagin
Region	Upper Great Southern

Total Gross Offer 2021/22 Operational Grant (Line Items 1-8)	\$57,620
Less Unexpended funds carried over from 2019/20	TBA
Net Cash Grant Offer - 2021/22 (Line Items 1-8)	\$57,620

* TBA – To be advised on completion of 2019/20 Annual Operating Grant Acquittal (Form 8) assessment.

Accepted
B. [Signature]

NON-RECURRENT EXPENDITURE JUSTIFICATION

FORM 7

Local Government Name: ... Shire of Wagin.....

Please Tick Box: Bush Fire Brigade(s) State Emergency Service Unit(s)

(Complete one form for BFB in AGGREGATE and a separate form for SES in AGGREGATE.)

JUSTIFICATION NON-RECURRENT EXPENDITURE - Supporting Information	2021/22 Budget
9. Purchase of Plant and Equipment \$1,500 to \$5,000 (Quotes must be provided)	(\$)
Item: Brigade/Unit: Reason:	
TOTAL - Purchase of Plant and Equipment (\$1,500 to \$5,000)	\$0

All figures are to be GST EXCLUSIVE.

Note: If insufficient space, please provide information in above format on a separate attachment.

DO NOT CHANGE THE LAYOUT OF THIS FORM

8. GENERAL BUSINESS

S VOGEL - Department of Fire and Emergency Services

Reported on the near inception of a new fire fighting course which currently sits as a one day course designed around farm firefighting units – aimed at the members who attend a fire in a farm ute with a fire unit on the back. Course is still in planning & should be ready to run a session or two in Wagin for next season.

L LUCAS – State Emergency Services

Going well, new members & running lots of training sessions.

B HALFORD – Department of Fire and Emergency Services

Blake has taken over from Donna Morgan around fire mitigation funding as well as assisting with the actual work. Blake has a fire trailer which can be requested during local mitigation works. Previous funding application around clearing at Piesseville discussed – Blake advised this is still being assess by Dept of Biodiversity, Conservation & Attractions – now that he is aware that we still see it as a risk he will follow up. Current outstanding funding means we cannot apply until work is complete – next rounds June & Sept and we should have a plan for next risk locations – suggestions on the Golf Club hill area being next to mitigate.

R GOLDSMITH – Chief Bushfire Control Officer

We have completed a successful burn at Mt Latham – funds are now in reserve. Entire Fire is booked to complete the next section.

T COOK – Brigade Member

Suggested the ESL tender request for a truck for Ballaying include the business in the area which are a risk – Gilmac, Unigrain and Grainfeeds – as this may assist with the approval of the funding request.

EMERGENCY TABLETOP EXERCISE

Question/Scenario 1 – Options for leadership with CBFCO out of action?

Groups answers: Call the deputy for leadership roles.

Question/scenario 2 – Options for leadership with CBFCO, DBFCO1 & DCBFCO2 not in town?

Group answers: Start working through the list of FCO's to source an option who can step up for the period without elected leaders available.

Question/scenario 3 – Who can assist with making the contacts?

Group answer: LG

9. CLOSURE

There being no further business the Chairperson thanked those in attendance and closed the meeting at 8.15pm.

I certify that this copy of the Minutes is a true and correct record of the meeting held on 17 March 2021

Signed:

.....

Chairperson

Date:

.....

UNCONFIRMED



10. STATUS REPORT – FEBRUARY 2021

FINANCE AND ADMINISTRATION

Date	Resolution #	Officer	Description	Action	Status	Questions & Comments
28 April 2015	2702	CEO	Puntapin Rock Dam		Water Corp engaged to address urgent remedial works and to facilitate transfer of the asset to the Shire. Assessment of Dam programmed	Contacted June 2019, awaiting finalisation of the SW Native Title Settlement
24 Sept 2019	4111	DCEO/DG	Wetlands Playground Development	That the Wetlands Park Development Business Case / Project Brief be endorsed, and a quotation be sought to engage a Landscape Architect to develop a design plan That Ecoscape be engaged to carry out the Wetlands Park Playground design That the Wetlands Park Playground Concept Master Plan be endorsed, advertise the proposed Master Plan for public comment for a period of 21 days and staff to commence the process to secure grant funds for stages 1,2 & 3 of the project.	Advertisement period completed with minor feedback considered by the Townscape Committee and changes to plan effected where necessary.	Project 60% complete, works will commence again towards end of March depending on staff availability
26 Nov 2019	4145				Plan now finalised.	
24 March 2020	4218				Work to commence once Budget has been adopted 2020/2021 Work continues on this project, progress going well.	

FINANCE AND ADMINISTRATION

Date	Resolution #	Officer	Description	Action	Status	Questions & Comments
24 Sept 2019	4123	CEO	Endorsement of Waste Local Law – 4WDL VROC Collaboration	That Council endorse commencing the process of introducing a Waste Local Law and that a collaborative approach between the 4WDL VROC Local Governments Taken with The Shire of Williams facilitating the process		Awaiting Information from the Shire of Williams.
22 September 2020	4394	DCEO	Electronic Information Sign	That Quotations are invited for the supply, delivery, framing cabinet & header board, erection, software supply, commissioning and technical support for a double- sided LED Electronic Display Sign.	As per Council Resolution, Request for Quotations have been advertised. Please refer to agenda item. Winning supplier has been notified and sign is currently being built.	Installation of footings has been completed and sign will be erected and operational on Wednesday 24 February.
27 October 2020	4430	DCEO		That the Quotation from ICatcher Digital Signs for \$48,657 plus GST be accepted for the supply, installation and commissioning of an LED Double-Sided Electronic Display Sign.	Expect installation and commissioning in late January. Sign getting built. On track for delivery and installation late January.	New Comment: sign installed and operational.
25 Feb 2020	4188	CEO	Town Entry Statements	That the four (4) entry statements into Wagin be refurbished within the current Tourism Budget	First statement sign has been completed and reinstalled. It will take a number of months to upgrade all four statements	Work on the second statement will begin after Woolorama



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 & Ramp sites marked	Ramps will be installed as time permits.
26 May 2020	4277	CEO	Wagin Trotting Club – Illumination of Bart the Ram	Develop a proposal to illuminate Bart the Giant Ram. Research funding opportunities	Costs ascertained as being approximately \$7,000	Awaiting Council Prioritisation
27 October 2020	4418	CEO	Review of Councillor Representation	<p>2. That it be recorded that Council has considered public submissions received on the Review of Councillor Representation.</p> <p>3. That Council has determined that the number of elected members to represent the electors of the Shire of Wagin should be nine (9) and should take effect from the ordinary Council elections scheduled in 2021.</p>	Proposal to reduce Council Membership to 9, submitted to Local Government Advisory Board.	



28 July 2020	4344	CEO/ DCEO/ CPO	Town Square Redevelopment Stages 1 & 2	<ol style="list-style-type: none"> 1. That the Wagin Town Square Development be comprised of Stage 1 being a portion of the area commencing north of the Library through to Tudhoe Street and from the western side of the toilet block through to Tudhoe Street and that Stage 2 be comprised of the remainder of the lot. 2. That Stage 1 of the development proceeded with. 3. That engineering advice be sought on the feasibility of accommodating the entry and egress of 19-metre-long vehicles through the area deemed to be Stage 2. 4. That the area to accommodate the proposed electronic display sign be relocated eastwards into the garden area provided for in Stage 1 (south west corner) with the objective of maintaining the same distance from Tudhoe Street as per the current approval from Main Roads WA. 5. That provision be made in Stage 1 to accommodate a future electric charging station. 	Completed with exception of tree planning and landscaping.	New Comment: Landscaping will commence in April/May
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22 September 2020	4389	CEO	Betty Terry Community Theatre	<p>1. That Council accept the gift of the Betty Terry Community Theatre building as offered with the following conditions:</p> <ul style="list-style-type: none"> • The \$8000 being the balance owed for the projector is paid to the estate of the late Francis Lintorn-Terry; • The Shire rates on the property for the 2020/21 financial year be waived; • That all conditions outlined and agreed to in the discussion points recorded at the meeting held on the 3rd July 2020 being adhered to; • That the ownership of the building be transferred to the Shire of Wagin. <p>2. That the Shire organise a separate water service to the cinema.</p> <p>3. That the Shire place a plaque on the Cinema building to acknowledge the contribution of Mr and Mrs Frank Lintorn-Terry in bringing movies to Wagin and in establishing the Betty Terry Community Theatre.</p> <p>4. That the Shire payout the \$5000 provided by Ms Pia Lambert to Betty Terry Community Theatre Inc loan for the projector equipment and to raise a debtors invoice to the group for \$13,000 (being the payout of the \$5000 loan referred to and the residual \$8000 amount owing to the estate of the late Francis Lintorn-Terry for the projector, on the condition that the money is repaid over a 3 year period.</p> <p>5. That settlement of the property proceeds forthwith.</p>	<p>Settlement was completed 6 February 2021. Now actions taken to formalise lease agreement with BTCT.</p> <p>New Comment: Refer to March Agenda Item – Lease of 6 Trent Street</p>	
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<p>22 September 2020</p>	<p>4390</p> <p>4402</p> <p>4403</p> <p>4404</p>	<p>CEO/EA</p>	<p>Wagin Airfield</p>	<p>1. That proposed lease of hanger site "B" on Reserve 20595 be subject to the provisions of section 18 of the Land Administration Act 1997 (Ministerial Approval) and section 3.58 of the Local Government Act 1995 (Disposal of Property) being adhered to.</p> <p>2. That tenders be called for the lease of proposed hanger site "B"</p> <p>When approval has been obtained from the Hon Minister for Lands, that the current lease agreement relating to hanger and land, be amended to correctly describe the land (Reserve 20595) upon which the hanger is situated."</p> <p>When approval has been obtained from the Hon Minister for Lands, that the current lease agreements relating to land leased to third parties for hanger sites, be amended to correctly describe the land (Reserve 20595) upon which the hangers are located</p> <p>That subject to legal advice a draft lease agreement be constructed to govern the ownership details of hanger buildings, the conditions with respect to the on- sale of hanger buildings and the conditions around the extension of hanger leases beyond the stipulated initial 20-year term."</p>	<p>Draft Lease Agreement completed. Submitted to Department of Planning, Heritage and Land for approval.</p>	
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27 October 2020	4419	CEO	Wagin Airfield Leases	<p>1. That existing Hangar Lessees be advised of anomalies with respect to their current hangar leases and the requirement to enter into revised lease agreements;</p> <p>2. That Council agree in principle for hangar leases to be for a period of 21 years with an option to extend for a further 21 years (subject to Ministerial approval);</p> <p>3. That Council agree in principle for hangar lease agreements to provide that the ownership of hangar buildings remain with the Lessees (subject to conditions);</p> <p>4. That Council agree in principle to Lessees to disposing of hangar buildings to new Lessees (subject to conditions);</p> <p>5. That the Draft lease agreement, as amended subject to, not contravening, legislation regarding the storage of flammable materials, template be approved subject to the acceptance in full by other parties.</p> <p>6. That Ministerial approval be obtained for the Shire of Wagin to lease hangar sites to current Lessees (and future Lessees as required) and for the lease of premises for the operation of the existing airplane machinery mechanical repair and maintenance business;</p> <p>7. That the provisions of section 3.58 of the Local Government Act 1995 (Disposal of Property) be carried out for the hangar sites in question and for the premises used for the airplane machinery mechanical repair and maintenance business.</p>	<p>Submitted to Department of Planning, Heritage and Land for approval.</p> <p>New Comment: Refer to Agenda Item – Setting of Annual Lease Fees – Wagin Aerial Landing Ground</p>	
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15 December 2020	4465	CEO/EA		That the lease agreement document between the Shire of Wagin (Lessor) and Lessees of hangar and workshop sites at the Wagin Aerial landing Ground, reflecting the amendments required by the Department of Planning, lands and Heritage, be endorsed.	Awaiting valuation of hangar sites to engage new leases to be entered into.
21 November 2020	4443	CEO/MOW /EA	Regional Airports Program – Round 2	That an application be submitted through the <i>Regional Airports Program – Round 2</i> for the upgrade of the North/South runway at the Wagin Aerial Landing Ground	Application submitted on 02 December 2020.
27 October 2020	4415	CEO	History of Wagin	That Council support in principle the concept of the “History of Wagin” initiative and to lend support to developing the proposal with the proponent and the Wagin Historical Society.	Construction of building to accommodate project prioritised in LRCIP
23 February 2021	4486	CEO	Proposal to Lease 5 Marks Court	<p>That Council:</p> <p>Endorse the action of the CEO to advertise the proposal to lease the Shire residence at 5 Marks Court, Wagin to the Department of Communities for a 12-month period with a 12-month option at a weekly rental of \$530.00.</p> <p>Note that there were no submissions with respect to the proposal to lease this property and that the property be leased to the Department of Communities for a 12-month period, with a 12-month option at a weekly rental of \$530.00 as soon as</p>	<p>New Comment:</p> <p>Lease with Department of Communities executed on 25 February 2021. Completed</p>



27 October 2020	4421	CEO/MOW	Bojanning Park	That Council approve of initiatives to rejuvenate Bojanning Park within the framework of the 2020/21 financial year budget and utilising any grant funding that may be attracted towards this project.	Prioritised for funding in LRCIP.	
27 October 2020	4422	CEO/EA/MOW	Pederick Gas Producer Unit	1. Approve of the proposal to paint and display (under cover) the Pederick Gas Producer Unit at the Wagin Historical Village; 2. Prepare an information board to provide an overview of the Pederick Gas Producer Units and the role they played throughout Australia during the second World War years.	Works programmed. As time permits	
23 February 2021	4487	CEO/EA	South West Native Title Settlement – Land Base Consultation	That Council seek an extension to the 31 st March 2021 to respond to the invitation to comment on the proposed inclusion of Unallocated Crown land parcels as depicted of <i>Land Base Consultation – Land List 672</i> ; That the proposal be advertised locally inviting submissions up until the 16 th March 2021 as to how Council should respond with regard to the future status of land parcels on Land List 672; That Council consider any submissions received at its meeting scheduled for the 23 rd March 2021; That should no submissions be received by the 16 th March 2021, Councils responses from its meeting on the 23 rd February be forwarded to the Department of Lands and Heritage.	New Comment: No comments received from the public. Council responses submitted to the Department of Lands and Heritage on 16 March 2021.	

27 October 2020	4417	CEO/CSO	Local Laws Review	<p>New Action :That Council, in accordance with the provisions of section 3.16 of the Local Government Act 1995:</p> <ol style="list-style-type: none"> 1.Propose that no changes be made to the following Local Laws: <ol style="list-style-type: none"> a. Standing Orders 09/10/2001 b. Shire of Wagin Extractive Industries Local Law 12/07/2016 c. Local Law Relating to Pest Plants 10/05/2002 d. Unsightly Land and Refuse, Rubbish or Disused Material on Land Local Law 02/05/2008 e. Activities on Thoroughfares and Trading in Thoroughfares and Public Places Local Law 04/12/2001 f. Cemeteries Local Law 04/12/2001 g. Control of Refuse on Building Sites 04/12/2001 h. Fencing Local Law 04/12/2001 i. Local Government Property Local Law 04/12/2001 j. Dogs Local Laws 04/12/2001 2.Propose that the following Local Laws be amended as per the relevant attachments <ol style="list-style-type: none"> a.Health Local Laws 09/04/2002 3.Propose that the following Local Law be adopted: <ol style="list-style-type: none"> a.Shire of Wagin Bushfire Brigades Local Law 4.Propose that the following Local Law be repealed: <ol style="list-style-type: none"> a.General and Halls 27/07/1923 5.Provide a copy of all Local Laws, proposed amendments, proposed repeals and proposed new Local Laws listed above, on the Shire of Wagin website and made available for viewing at the Shire of Wagin Administration Office and Wagin Library 6.Advertise that submissions regarding these Local Law changes will be accepted until close of business on the 15th of January 2021 	Advertising of Repeal, Adoption and Amendments underway.	
23 February 2021	4488	CEO	Proposed holding over of vacancy on Council	That the Electoral Commissioner be requested to allow the vacancy on Council be held over to the ordinary Council elections scheduled for October 2021	New Comment: Application to hold over vacancy until October ordinary election, approved.	

23 February 2021	4489	EA	Electronic Devices for Councillors	<p>That Council;</p> <ol style="list-style-type: none"> 1.Approve the subscription to LG Hub expended from E041075 Subscriptions. 2.Increase the current Councillor Telecommunications Allowance to \$800pa to allow for Councillors to provide their own electronic device for all council matters, paid on a quarterly basis from E041030 Other Expenses, commencing 01 January 2021. 3.Purchase two (2) Apple iPads for the Chief Executive Officer and Deputy Chief Executive Officer expended from E042020 Staff Training. 	<p>New Comment:</p> <ol style="list-style-type: none"> 1. Subscription completed 2. Will be paid in quarterly councillor reimbursements. 3. Completed 	
23 February 2021	4498	CEO	Tender for Lease of Cinema Building – 6 Trent Street	That tenders be called for the lease of Lot 200 Trent Street Wagin for a period of ten years.	<p>New Comment:</p> <p>Refer to March Agenda item – Lease of 6 Trent Street</p>	
23 February 2021	4499	CEO	Wagin Historical Village – Request to Reallocate Grant Funding	<p>That the request of the Wagin Historical Village Inc to reallocate the Shire's contribution towards the restoration of the Blacksmiths Shop, towards the extension of the machinery shed be approved, subject to the following:</p> <ol style="list-style-type: none"> 1.Adherence to provisions of the Shires Purchasing Tender Guide; 2.Building plans being submitted to; and approved by Council; 3.Confirmation of location of the proposed extension to the machinery shed by way of a copy of a minute from a meeting of the Wagin Historical Village Inc; 4.The Shire's contribution towards the funding of this project being carried over to the 2021/22 financial year if necessary. 5.Should the Wagin Historical Village Inc be allocated funding from another source that could be applied to this project, that the Shire's \$10,000 allocation be transferred to another community-based project. 	<p>New Comment:</p> <p>Refer to March Agenda Item – Reallocation o Funds</p>	

HEALTH, BUILDING AND PLANNING

Date	Resolution #	Officer	Description	Action	Status	Questions & Comments
26 Mar 2013	2129	CEO	Future Accommodation Requirements – Library/Gallery/Tourist information HACC	CEO to seek concept plans for alternative future venues.	Enquiry initiated for use of the Courthouse. Refer to November Agenda item.	Refer #3776 Fin & Admin
21 November 2020	4441	CEO	Future use of Wagin Courthouse	That Council advise the Department of Planning, Lands and Heritage that it seeks to hold a Management Order over Reserve 46814 with power to lease and that the Shire utilise the building for public purposes and office premises.		
20 Nov 2018	3928	DCEO	Wagin Sportsground and Recreation precinct development plan	That Council appoint CCS Strategic and ADC Projects to undertake the Wagin Sportsground and Recreation precinct planning project on the following basis: undertake stage 1 – needs assessment in 2018/2019 for \$24,200 plus on costs and subject to Council approval undertake stage 2 – feasibility study in accordance with quoted figure in 2019/20220	Sportsground & Recreation Precinct Masterplan report was presented to Final Community Meeting. Some changes were requested. Masterplan will be changed and presented to the August Council Meeting for endorsement.	Staff will advertise for Steering Members in late
26 March 2019	3973			That Council give approval for CCS Strategic and ADC Projects to undertake the Wagin Sportsground and Recreation Precinct Plan Stage 2 – Feasibility Study	Final Report to be adopted by Council at August Meeting	New Comment: Staff have for Steering members, closes on 25 March 2021
25 Feb 2020	4200			That Council Receive and Endorse the Sportsground & Recreation Precinct Masterplan feasibility study report, endorse	Final Masterplan adopted by Council and has been distributed to the Community. Staff will now engage a contractor to carry out site survey and report back to Council.	

				masterplan option 5 and issue the report for further community comment.		
2 Sept 2019	4094	CEO/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	Exhibition Shed available other than when required by Woolarama. Further direction to be determined.	
2 Sept 2019	4096	Town Planner	Land Tenure options for new telecommunications infrastructure (mobile phone base station)	That Council request the Land Division – DPLH to arrange transfer of Shire of Wagin’s interest in lot 331 to the State for re-vesting back into Crown Estate, with the majority of the balance of the portion of lot 331 as Crown reserve with a management order issued in favour of the Shire of Wagin for showground and recreational purposes, and to lease portion directly to Telstra to enable Telstra Corp to construct a new mobile phone base station on portion of lot 331 Ballagin Street in accordance with conditions of development approval 21 August 2018	Project delayed due to Telstra prioritising replacement of infrastructure damaged in Eastern States bushfires. Indication from Telstra (June 2020) that this is being progressed with expected completion in early 2021	Could be 2 years before tower is erected 2020. Some land tenure issues that need to be followed up.

HEALTH, BUILDING AND PLANNING

Date	Resolution #	Officer	Description	Action	Status	Questions & Comments
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 assess 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.	Minister requested to grant approval Approval from Regional Officer required and initiated. Approvals granted, amalgamation of Road Reserve with adjoining property being initiated by proponent.	Advertising Completed
22 September 2020	4399	EHOB	Development Application – Proposed Oversized Shed	That the development application submitted by Mr Chris Norwell (Landowner) to construct and use a new 164m ² shed on Lot 1 (No.7) Unit Street, Wagin for the storage of personal equipment be APPROVED	Awaiting Engineer confirmation prior to issuing Building Permit. New Comment: Engineering received, permit issued.	
23 February 2021	4495	EHOB	Development Application – Proposed ‘Workforce Accommodation’ Lot 1 (10) Vernon Street	That the development application submitted by the applicant (Landowner) to erect 2 x work force accommodation units with undercover breeze way on lot 1 (10) Vernon Street, Wagin be APPROVED	New Comment: Awaiting end of advertising period and effluent disposal determination.	



WORKS AND SERVICES

Date	Resolution #	Officer	Description	Action	Status	Questions & Comments
24 March 2020	4228	MOW	Truck Parking Area – Collie Lake King Road	That Council design and cost a truck parking bay at lot 436 Collie Lake King Road.	Refer to November Minutes. Probable revegetation of lot to be programmed	



WORKS AND SERVICES

Date	Resolution #	Officer	Description	Action	Status	Questions & Comments
25 August 2020	4355	DCEO	Ticket Box	That Council approve a 2.5 metre x 2 metre brick ticket box be built with a covering 5 metre x 4 metre gable roof patio at the south western corner of the Sportsground entrance. The new ticket box and shelter will be fixed, however there will be provision to move part of the structure if required.		Works commenced. Work crew to gravel edges and install cement ramp. Contractor to install power. New Comment: Completed
27 October 2020	4429	DCEO	Cricket Pitch Upgrade	That Council upgrade the cricket pitch at the Wagin Sportsground within the 2020/21 budget allocation of \$10,000	Concrete base poured, pitch base curing, cricket club completing remedial works to grass area surrounding the pitch. Synthetic Turf to be laid in 3 rd week of December. New Comment: Remedial work will commence at the end of March and the project will be completed by the end of April.	The project has encountered issues with laying of the concrete base. Please refer to works and services committee agenda item and resolution.



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



15 December 2020	4475	CEO/DCEO /MOW	Local Roads and Community Infrastructure Program Round 2	<p>As Council has allocated \$136,700 of the <i>Local Roads and Community Infrastructure Program (LRCIP)</i> funding for the construction of a building at the Wagin Historical Village Inc (<i>"The Village"</i>) for the purposes of accommodating the display, recording and interpretation of history associated with the former businesses, former sporting clubs and the former farms within the Shire of Wagin, the <i>Village</i> be advised that this allocation is subject to the <i>Village</i> accepting the following conditions with respect to this offer:</p> <ol style="list-style-type: none"> 1. Acknowledgment that this funding is subject to final approval under the <i>LRCIP</i>. 2. That the <i>Village</i> determines the size, specifications, design and siting of the building; 3. That the <i>Village</i> appoints a project manager and accept responsibility for project managing the construction of the building through to completion. (Note: The Shire would provide assistance with approvals and managing the purchasing /tendering processes involved); 4. That the <i>Village</i> undertakes to ensure that the building is completed, commissioned and funds acquitted by the 31st December 2021. 5. In order that the Shire may meet timelines associated with the LRCIP, that the <i>Village</i> conveys its decision whether it wishes to proceed with this project, in accordance with these conditions, by Friday the 15th January 2021. 		
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11. FINANCIAL REPORTS

11.1. FINANCIAL REPORTS – FEBRUARY 2021

PROPONENT:	N/A
OWNER:	N/A
LOCATION/ADDRESS:	N/A
AUTHOR OF REPORT:	Manager of Finance
SENIOR OFFICER:	Chief Executive Officer
DATE OF REPORT:	16 March 2021
PREVIOUS REPORT(S):	16 February 2021
DISCLOSURE OF INTEREST:	Nil
FILE REFERENCE:	FM.FI.1
ATTACHMENTS:	<ul style="list-style-type: none">• Monthly Financial Report• Payments List (under separate cover)

OFFICER RECOMMENDATION

Moved Cr

Seconded Cr

That Council adopts the Financial Reports for the period ending 28 February 2021 as presented.

Carried 0/0

OFFICER RECOMMENDATION

Moved Cr

Seconded Cr

That EFT Payments EFT10467 – EFT10529, EFT10531 – EFT10568 Cheque Payments 5435 – 5444 and Direct Debit Payments from the Municipal Account totalling \$468,165.64 and EFT Payment EFT10530 Cheque Payments 2579 – 2581 from the Restricted Funds Account totalling \$496.60 for the month of February 2021 be endorsed and accepted for payment.

Carried 0/0

BRIEF SUMMARY

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

BACKGROUND/COMMENT

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

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



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

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

The Adjusted Net Current Assets figure at the 28th of February 2021 is \$1,663,735 compared to \$1,845,321 in 2020. This figure includes the contract assets and liabilities (listed as income and expenses in advance) as per Australian Accounting Standard AASB 15. The grant income is recognised as revenue when expenditure occurs due to specific performance obligations.

Rates received as at the end of February amounted to \$2,479,286 or 95% which compares with 94% at the same time last year. State road funds have been recouped as soon as practicable with the Direct Grant and 40% of Road Project Grants applied for and received. Also of note is the initial \$174k for the LRCIP projects has been received.

The Shire has a total of \$3,089,406 invested in interest bearing accounts which are currently earning interest of 0.20% on Treasury OCDF (\$1,428,461) and 0.30% on Reserve Term Deposit (\$1,660,945). In our current economic climate interest rates are dismal almost to the point of non-existent. The term deposit interest rates with Treasury are less than the on-call account therefore funds will remain where they are for the time being.

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

CONSULTATION/COMMUNICATION

Nil

STATUTORY/LEGAL IMPLICATIONS

Local Government (Financial Management) Regulations 1996

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

Nil

VOTING REQUIREMENTS

Simple Majority

SHIRE OF WAGIN
MONTHLY FINANCIAL REPORT
(Containing the Statement of Financial Activity)
For the Period Ended 28 February 2021

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

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**MONTHLY FINANCIAL REPORT
FOR THE PERIOD ENDED 28 FEBRUARY 2021**

KEY INFORMATION

Items of Significance

The material variance adopted by the Shire of Wagin for the 2020/21 year is \$20,000. A full listing and explanation of all items considered of material variance is disclosed in Note 2. The following selected items highlight significant income and expenditure for the 2020/21 financial year.

	% Completed	Annual Budget	YTD Actual
Capital Expenditure			
Buildings	0%	20,000	0
Plant & Equipment	93%	523,000	483,896
Furniture & Equipment	55%	173,837	96,390
Infrastructure - Roads	50%	1,122,464	557,584
Footpaths	4%	121,962	5,073
Infrastructure - Other	57%	670,250	384,837
Grants, Subsidies and Contributions			
Operating Grants, Subsidies and Contributions	76%	1,296,447	985,599
Non-operating Grants, Subsidies and Contributions	47%	919,823	436,774
Rates Levied	99%	2,380,726	2,368,579

% Compares current ytd actuals to annual budget

Financial Position	* Note	This Time Last Year 28 Feb 2020	Year to Date Actual 28 Feb 2021
Adjusted Net Current Assets	90%	\$ 1,845,321	\$ 1,663,735
Cash and Equivalent - Unrestricted	102%	\$ 1,524,529	\$ 1,556,714
Cash and Equivalent - Restricted	119%	\$ 1,394,222	\$ 1,660,945
Receivables - Rates	97%	\$ 201,092	\$ 195,457
Receivables - Other	30%	\$ 231,190	\$ 69,446
Payables	127%	\$ 121,396	\$ 154,262

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

PREPARATION TIMING AND REVIEW

Date prepared: All known transactions up to 15 March 2021
Prepared by: Manager of Finance
Reviewed by: Deputy Chief Executive Officer

BASIS OF PREPARATION

REPORT PURPOSE

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

BASIS OF ACCOUNTING

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

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

THE LOCAL GOVERNMENT REPORTING ENTITY

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

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.

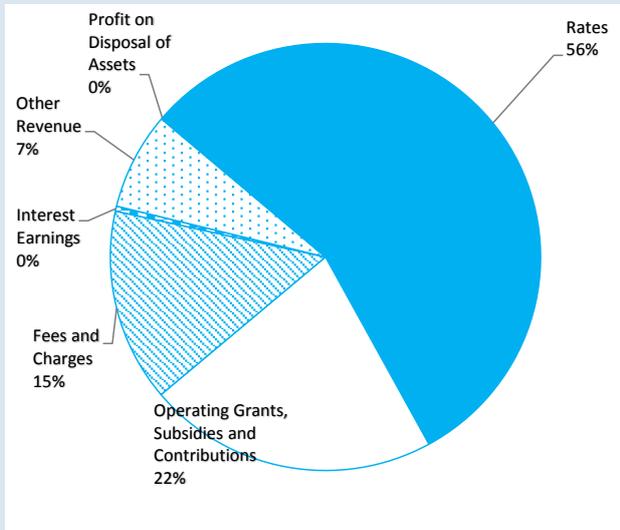
CRITICAL ACCOUNTING ESTIMATES

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.

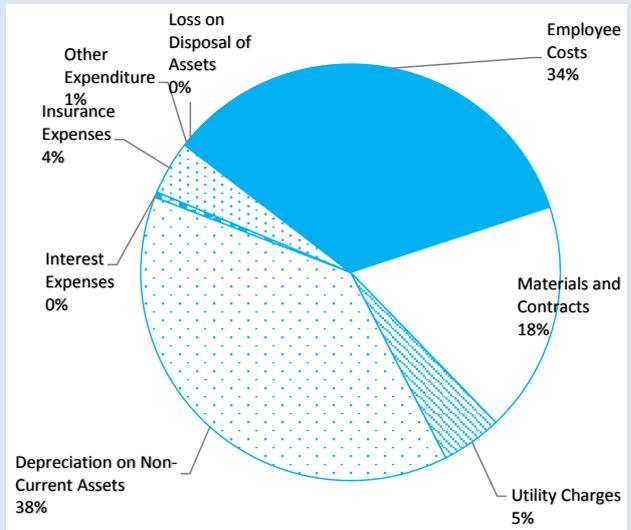
ROUNDING OFF FIGURES

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

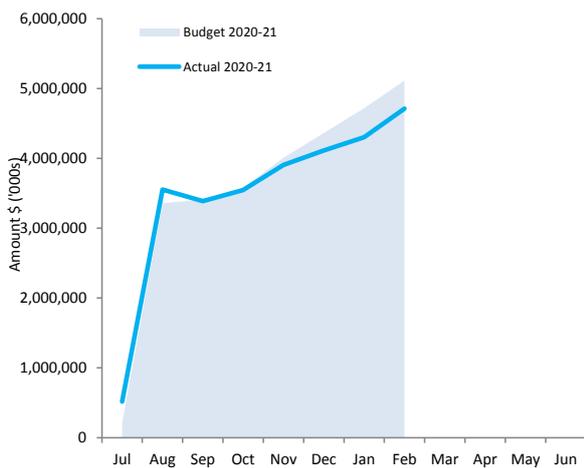
OPERATING REVENUE



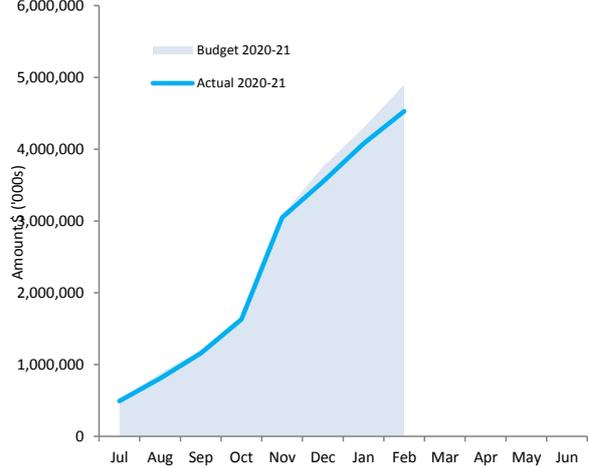
OPERATING EXPENSES



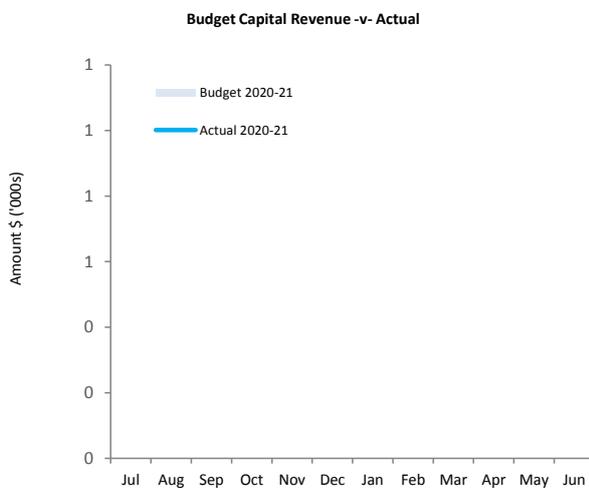
Budget Operating Revenues -v- Actual



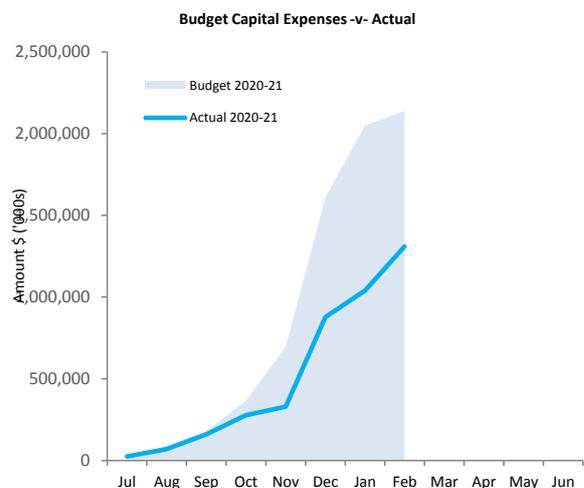
Budget Operating Expenses -v-YTD Actual



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 28 FEBRUARY 2021**

STATUTORY REPORTING PROGRAMS

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

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

**STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 28 FEBRUARY 2021**

STATUTORY REPORTING PROGRAMS

	Ref Note	Annual Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var.
		\$	\$	\$	\$	
Opening Funding Surplus(Deficit)	1(b)	1,126,116	1,126,116	1,122,347	(3,769)	
Revenue from operating activities						
Governance		6,000	4,336	375	(3,961)	
General Purpose Funding - Rates	5	2,380,727	2,379,062	2,368,579	(10,483)	
General Purpose Funding - Other		899,685	696,032	681,931	(14,101)	
Law, Order and Public Safety		180,991	156,119	91,500	(64,619)	▼
Health		60,132	38,560	36,823	(1,737)	
Education and Welfare		404,715	312,391	303,523	(8,868)	
Community Amenities		364,325	344,325	344,997	672	
Recreation and Culture		95,113	65,247	79,592	14,345	
Transport		227,480	189,095	170,470	(18,625)	
Economic Services		226,700	141,128	120,185	(20,943)	▼
Other Property and Services		110,900	74,108	60,090	(14,018)	
		4,956,768	4,400,403	4,258,065		
Expenditure from operating activities						
Governance		(448,060)	(339,649)	(240,139)	99,510	▲
General Purpose Funding		(386,202)	(270,518)	(276,076)	(5,558)	
Law, Order and Public Safety		(298,841)	(227,630)	(167,126)	60,504	▲
Health		(244,376)	(156,884)	(154,404)	2,480	
Education and Welfare		(455,086)	(310,008)	(274,076)	35,932	▲
Community Amenities		(564,900)	(374,052)	(325,315)	48,737	▲
Recreation and Culture		(1,330,731)	(902,735)	(860,395)	42,340	▲
Transport		(2,677,076)	(1,790,901)	(1,840,543)	(49,642)	▼
Economic Services		(388,758)	(270,813)	(208,551)	62,262	▲
Other Property and Services		(354,213)	(255,986)	(181,271)	74,715	▲
		(7,148,243)	(4,899,176)	(4,527,896)		
Operating activities excluded from budget						
Add Back Depreciation		2,566,921	1,711,302	1,737,470	26,168	▲
Adjust (Profit)/Loss on Asset Disposal	6	(17,992)	(17,992)	11,236	29,228	
Adjust Provisions and Accruals		0	0	2,294	2,294	
Amount attributable to operating activities		357,454	1,194,536	1,481,169		
Investing Activities						
Non-operating Grants, Subsidies and Contributions	10	919,823	714,120	454,274	(259,846)	▼
Proceeds from Disposal of Assets	6	195,000	195,000	167,728	(27,272)	▼
Capital Acquisitions	7	(2,631,513)	(2,139,049)	(1,527,781)	611,268	▲
Amount attributable to investing activities		(1,516,690)	(1,229,929)	(905,778)		
Financing Activities						
Self-Supporting Loan Principal		19,333	9,594	9,594	0	
Transfer from Reserves	9	267,278	0	0	0	
Repayment of Debentures	8	(67,403)	(34,440)	(38,960)	(4,520)	
Transfer to Reserves	9	(186,088)	(4,635)	(4,635)	0	
Amount attributable to financing activities		33,120	(29,481)	(34,001)		
Closing Funding Surplus(Deficit)	1(b)	0	1,061,242	1,663,735		

KEY INFORMATION

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

The material variance adopted by Council for the 2020/21 financial year is \$20,000.

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

**KEY TERMS AND DESCRIPTIONS
FOR THE PERIOD ENDED 28 FEBRUARY 2021**

NATURE OR TYPE DESCRIPTIONS

REVENUE

RATES

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

OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS

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

NON-OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS

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

PROFIT ON ASSET DISPOSAL

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

FEES AND CHARGES

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

SERVICE CHARGES

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

INTEREST EARNINGS

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

OTHER REVENUE / INCOME

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

EXPENSES

EMPLOYEE COSTS

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

MATERIALS AND CONTRACTS

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

UTILITIES (GAS, ELECTRICITY, WATER, ETC.)

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

INSURANCE

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

LOSS ON ASSET DISPOSAL

Loss on the disposal of fixed assets.

DEPRECIATION ON NON-CURRENT ASSETS

Depreciation expense raised on all classes of assets.

INTEREST EXPENSES

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

OTHER EXPENDITURE

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

**STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 28 FEBRUARY 2021**

BY NATURE OR TYPE

	Ref Note	Annual Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var.
		\$	\$	\$	\$	
Opening Funding Surplus (Deficit)	1(b)	1,126,116	1,126,116	1,122,347	(3,769)	
Revenue from operating activities						
Rates	5	2,380,726	2,379,062	2,368,579	(10,483)	
Operating Grants, Subsidies and Contributions	10	1,296,447	1,019,393	929,905	(89,487)	▼
Fees and Charges		778,680	623,128	621,716	(1,412)	
Interest Earnings		52,063	31,954	16,151	(15,803)	
Other Revenue		430,860	328,874	313,743	(15,131)	
Profit on Disposal of Assets	6	17,992	17,992	7,969	(10,023)	
		4,956,768	4,400,403	4,258,063		
Expenditure from operating activities						
Employee Costs		(2,533,808)	(1,711,855)	(1,518,549)	193,306	▲
Materials and Contracts		(1,281,814)	(898,386)	(810,270)	88,116	▲
Utility Charges		(372,039)	(248,036)	(211,995)	36,041	▲
Depreciation on Non-Current Assets		(2,566,921)	(1,711,302)	(1,737,470)	(26,168)	▼
Interest Expenses		(31,391)	(20,928)	(19,482)	1,446	
Insurance Expenses		(187,283)	(187,283)	(188,894)	(1,611)	
Other Expenditure		(174,987)	(121,386)	(22,033)	99,353	▲
Loss on Disposal of Assets	6	0	0	(19,204)		
		(7,148,243)	(4,899,176)	(4,527,897)		
Operating activities excluded from budget						
Add back Depreciation		2,566,921	1,711,302	1,737,470	26,168	▲
Adjust (Profit)/Loss on Asset Disposal	6	(17,992)	(17,992)	11,236	29,228	
Adjust Provisions and Accruals		0	0	2,294	2,294	
Amount attributable to operating activities		357,454	1,194,536	1,481,166		
Investing activities						
Non-operating grants, subsidies and contributions	10	919,823	714,120	454,274	(259,846)	▼
Proceeds from Disposal of Assets	6	195,000	195,000	167,728	(27,272)	▼
Capital acquisitions	7	(2,631,513)	(2,139,049)	(1,527,781)	611,268	▲
Amount attributable to investing activities		(1,516,690)	(1,229,929)	(905,777)		
Financing Activities						
Self-Supporting Loan Principal		19,333	9,594	9,594	0	
Transfer from Reserves	9	267,278	0	0	0	
Repayment of Debentures	8	(67,403)	(34,440)	(38,960)	(4,520)	
Transfer to Reserves	9	(186,088)	(4,635)	(4,635)	0	
Amount attributable to financing activities		33,120	(29,481)	(34,001)		
Closing Funding Surplus (Deficit)	1(b)	0	1,061,242	1,663,735		

KEY INFORMATION

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

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

SIGNIFICANT ACCOUNTING POLICIES

CURRENT AND NON-CURRENT CLASSIFICATION

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

EMPLOYEE BENEFITS

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

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

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

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

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

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

PROVISIONS

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

INVENTORIES

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

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 28 FEBRUARY 2021**

**NOTE 2
EXPLANATION OF MATERIAL VARIANCES**

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

The material variance adopted by Council for the 2020/21 financial year is \$20,000.

Reporting Program	Var. \$	Var.	Timing/ Permanent	Explanation of Variance
	\$			
Revenue from operating activities				
Law, Order and Public Safety	(64,619)	▼	Timing	MAF Funding yet to be received which is offset by the reduction of expenditure.
Economic Services	(20,943)	▼	Timing	Standpipe Water Income lower than budget for - offset by expenditure.
Expenditure from operating activities				
Governance	99,510	▲	Timing	Admin Salaries, Removal and Training Expenses under YTD Budget.
Law, Order and Public Safety	60,504	▲	Timing	MAF Funding expenditure to be carried out which offset by the reduced income received.
Education and Welfare	35,932	▲	Timing	Contract Liability movement - non cash.
Community Amenities	48,737	▲	Timing	Refuse collection & site maintenance invoice for Feb yet to be entered.
Recreation and Culture	42,340	▲	Timing	Sportsground & Parks/Gardens Maintenance, Rec Centre Staff Salaries and Library Other Expenses under Budget.
Transport	(49,642)	▼	Timing	Rural Tree Pruning and Townscape higher than YTD Budget.
Economic Services	62,262	▲	Timing	Landcare invoice yet to be received. Tourism under YTD budget. Standpipe Water Expenses lower than budget for - offset by lower income.
Other Property and Services	74,715	▲	Timing	Council Housing Maintenance and Community Requests/Donations/Sponsorship under YTD budget.
Investing Activities				
Non-operating Grants, Subsidies and Contributions	(259,846)	▼	Timing	RRG, Main Roads Bridge 18/19 Funding & LRCIP projects yet to be carried out. Waiting on R2R funding.
Proceeds from Disposal of Assets	(27,272)	▼	Permanent	Proceeds from Grader disposal less than anticipated.
Capital Acquisitions	611,268	▲	Timing	A number of the Capital Projects are under YTD budget - works staff currently concentrating on town projects.

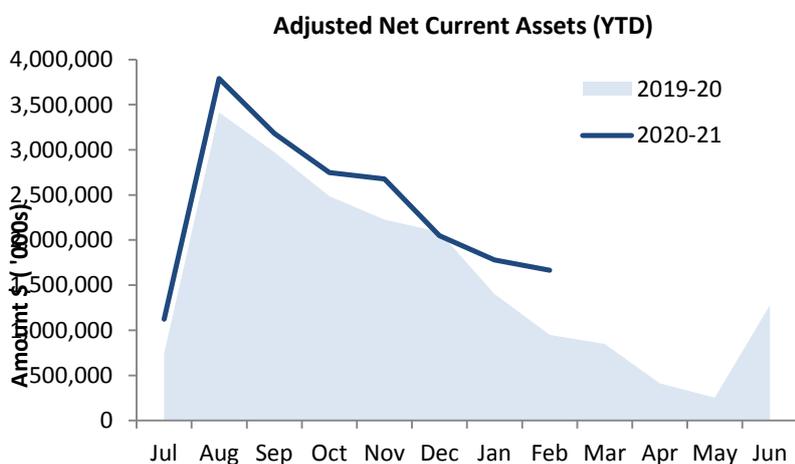
	Ref Note	Last Years Closing 30 June 2020	This Time Last Year 28 Feb 2020	Year to Date Actual 28 Feb 2021
		\$	\$	\$
Adjusted Net Current Assets				
Current Assets				
Cash Unrestricted	3	1,246,490	1,524,529	1,548,514
Cash Restricted	3	1,680,778	1,394,222	1,660,945
Receivables - Rates	4	63,810	201,092	195,457
Receivables - Other	4	136,401	231,190	69,446
Loans receivable		19,333	9,450	9,739
Interest / ATO Receivable		0	0	0
Accrued Income / Expenses In Advance		29,241	0	172,408
Inventories		38,574	46,978	38,574
		3,214,627	3,407,462	3,695,083
Less: Current Liabilities				
Payables		(247,789)	(121,396)	(154,262)
Accrued Expenses / Income In Advance		(107,308)	0	(169,331)
Regional Refuse Group Accrued Funds		(37,071)	(37,071)	(37,071)
Provisions - Loans, Annual & Long Service Leave		(376,307)	(334,215)	(337,348)
		(768,476)	(492,683)	(698,012)
Unadjusted Net Current Assets		2,446,151	2,914,779	2,997,071
Adjustments and exclusions permitted by FM Reg 32				
Less: Cash reserves	3	(1,680,778)	(1,394,222)	(1,660,945)
Less: Loans receivable		(19,333)	(9,450)	(9,739)
Add: Provisions - Loans, Annual & Long Service Leave		376,307	334,215	337,348
Adjusted Net Current Assets		1,122,347	1,845,321	1,663,735

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)
\$1.66 M

Last Year YTD
Surplus(Deficit)
\$1.85 M

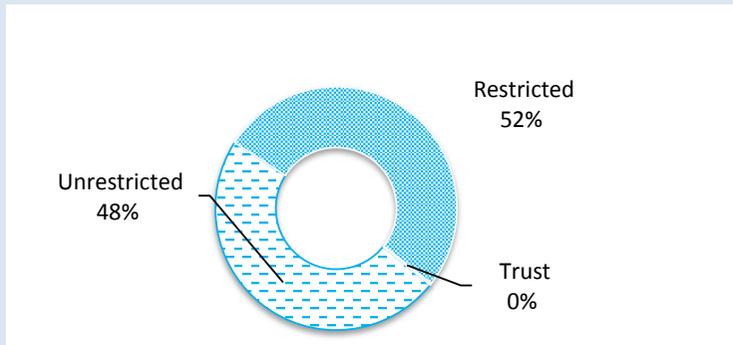
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 28 FEBRUARY 2021**

**OPERATING ACTIVITIES
NOTE 3
CASH AND INVESTMENTS**

Cash and Investments	Unrestricted	Restricted	Trust	Total YTD Actual	Institution	Interest Rate	Maturity Date
	\$	\$	\$	\$			
Cash on Hand							
Petty Cash and Floats	1,350			1,350	N/A	Nil	On Hand
At Call Deposits							
Municipal Fund	101,012			101,012	NAB	Nil	At Call
Overnight Cash Deposit Facility	1,428,461			1,428,461	Treasury	0.20%	At Call
Restricted Funds Account	25,891			25,891	NAB	Nil	At Call
Trust Fund			8,200	8,200	NAB	Nil	At Call
Term Deposits							
Municipal Investment - Term Deposit		1,660,945		1,660,945	NAB	0.30%	29-Mar-21
Total	1,556,714	1,660,945	8,200	3,225,859			

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
\$3.23 M	\$1.56 M

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 28 FEBRUARY 2021**

**OPERATING ACTIVITIES
NOTE 4
RECEIVABLES**

Rates Receivable	30 June 2020	28 February 2021
	\$	\$
Opening Arrears Previous Years	56,891	63,810
Levied this year	2,592,059	2,610,933
Less Collections to date	(2,585,140)	(2,479,286)
Equals Current Outstanding	63,810	195,458
Net Rates Collectable	63,810	195,458
% Collected	99.73%	0.00%

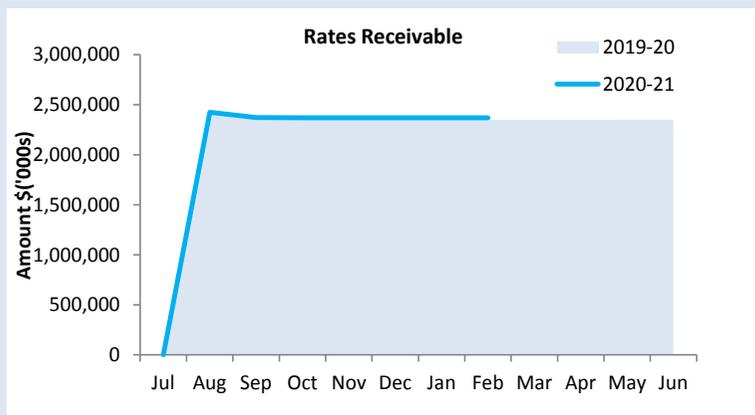
Receivables - General	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$
Receivables - General	29,599	14,262	2,648	25,437	71,946
Percentage	41%	20%	4%	35%	
Balance per Trial Balance					
Sundry debtors					71,946
Loans receivable - clubs/institutions					9,739
Doubtful Debtors					(2,500)
Total Receivables General Outstanding					79,185
Amounts shown above include GST (where applicable)					

KEY INFORMATION

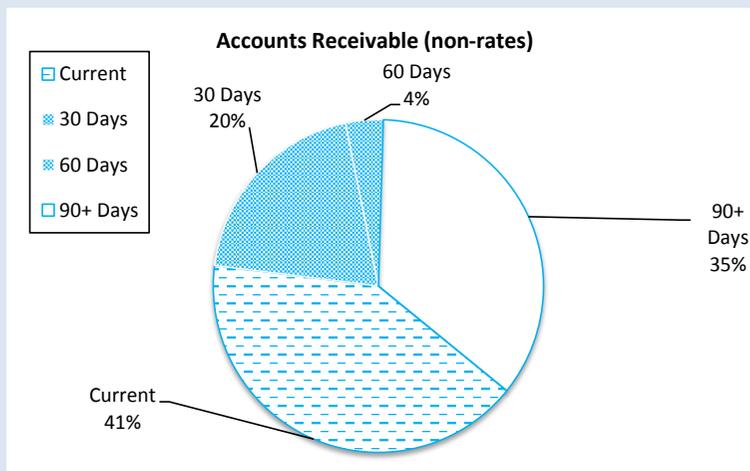
Trade and other receivables include amounts due from ratepayers for unpaid rates and service charges and other amounts due from third parties for goods sold and services performed in the ordinary course of business.

SIGNIFICANT ACCOUNTING POLICIES

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



Collected	Rates Due
0%	\$195,458



Debtors Due
\$79,185
Over 30 Days
59%
Over 90 Days
35%

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 28 FEBRUARY 2021**

**OPERATING ACTIVITIES
NOTE 5
RATE REVENUE**

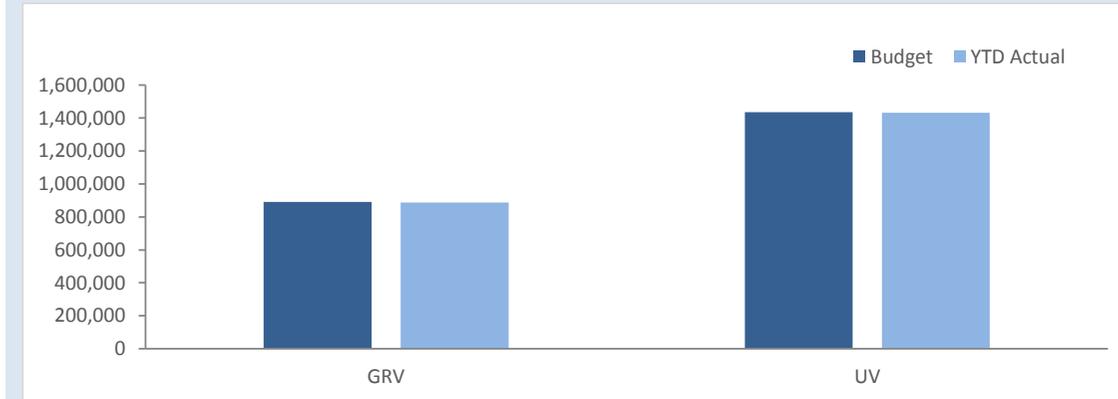
General Rate Revenue

RATE TYPE	Rate in	Number of Properties	Rateable Value	Budget			YTD Actual				
				Rate Revenue	Interim Rate	Back Rate	Rate Revenue	Interim Rates	Back Rates	Total Revenue	
	\$			\$	\$	\$	\$	\$	\$	\$	\$
Differential General Rate											
GRV	0.111450	746	7,969,475	888,174	2,000	1,000	891,174	888,174	-1,100	-301	886,773
UV	0.006820	304	210,173,000	1,432,960	2,000	0	1,434,960	1,432,960	-1,172	0	1,431,787
	Minimum \$										
GRV	580	144	280,029	83,520	0	0	83,520	83,520	0	0	83,520
UV	580	77	3,270,037	44,660	0	0	44,660	44,660	0	0	44,660
Sub-Totals		1,271	221,692,541	2,449,314	4,000	1,000	2,454,314	2,449,314	-2,272	-301	2,446,740
Discount							(86,105)				(90,679)
Amount from General Rates							2,368,209				2,356,061
Ex-Gratia Rates							12,517				12,517
Total General Rates							2,380,726				2,368,578

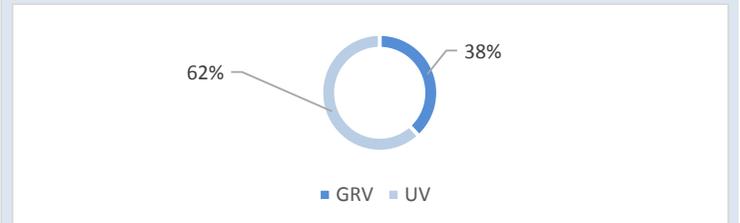
SIGNIFICANT ACCOUNTING POLICIES

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

KEY INFORMATION



General Rates		
Budget	YTD Actual	%
\$2.37 M	\$2.36 M	99%

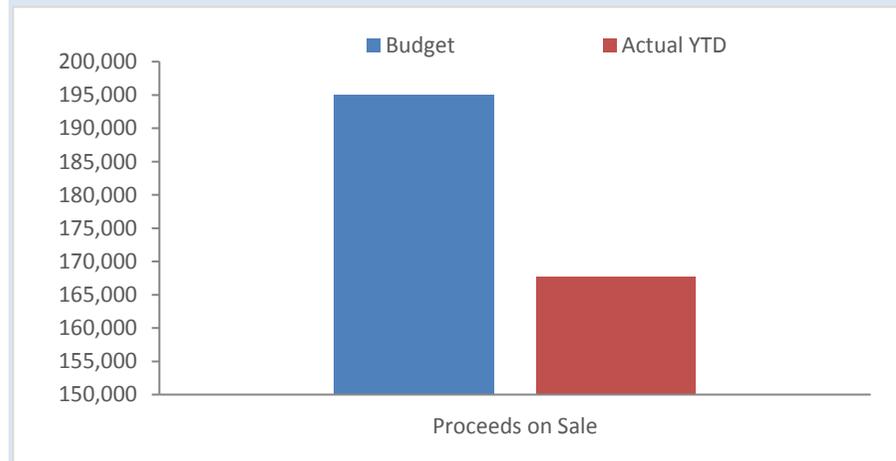


**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 28 FEBRUARY 2021**

**OPERATING ACTIVITIES
NOTE 6
DISPOSAL OF ASSETS**

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

KEY INFORMATION



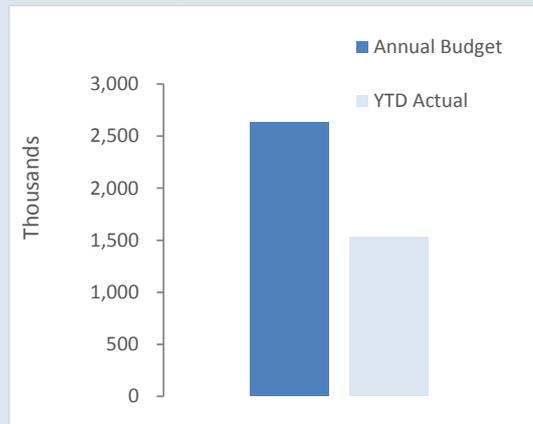
Proceeds on Sale		
Budget	YTD Actual	%
\$195,000	\$167,728	86%

Capital Acquisitions	Annual Budget	YTD Budget	YTD Actual Total	YTD Budget Variance
	\$	\$	\$	\$
Buildings	(20,000)	(20,000)	0	20,000
Plant & Equipment	(523,000)	(523,000)	(483,896)	39,104
Furniture & Equipment	(173,837)	(173,837)	(96,390)	77,447
Infrastructure - Roads	(1,122,464)	(630,000)	(557,584)	72,416
Footpaths	(121,962)	(121,962)	(5,073)	116,889
Infrastructure - Other	(670,250)	(670,250)	(384,837)	285,413
Capital Expenditure Totals	(2,631,513)	(2,139,049)	(1,527,781)	611,268
Capital Acquisitions Funded By:				
	\$	\$	\$	\$
Capital grants and contributions	919,823	714,120	436,774	(277,346)
Other (Disposals & C/Fwd)	195,000	0	167,728	167,728
Cash Backed Reserves				
Plant Replacement Reserve	28,000	0	0	0
Municipal Buildings Reserve	50,000	0	0	0
Recreation Development Reserve	30,000	0	0	0
Electronic Sign Reserve	66,272	0	0	0
Sportsground Precinct Redevelopment Reserve	70,000	0	0	0
Contribution - operations	1,272,418	1,424,929	923,278	(501,651)
Capital Funding Total	2,631,513	2,139,049	1,527,781	(611,268)

SIGNIFICANT ACCOUNTING POLICIES

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

KEY INFORMATION



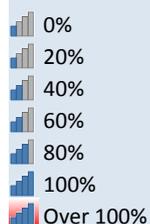
Acquisitions	Annual Budget	YTD Actual	% Spent
	\$2.63 M	\$1.53 M	58%
Capital Grant	Annual Budget	YTD Actual	% Received
	\$.92 M	\$.44 M	47%

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

	Account Number	Annual Budget	YTD Budget	YTD Actual	YTD Variance
Capital Expenditure					
Buildings					
	Solar Panels - Admin Office	E167744	(20,000)	(20,000)	0
			(20,000)	(20,000)	0
Plant & Equipment					
	MOW Vehicle (P04)	PE2101	(48,000)	(48,000)	(47,991)
	Komatsu Grader (P10)	PE2102	(390,000)	(390,000)	(359,150)
	Toyota Hilux Workmate Ttop (P24)	PE2103	(27,500)	(27,500)	(23,692)
	Toyota Hilux Workmate Ttop (P25)	PE2104	(30,000)	(30,000)	(29,396)
	Toyota Hilux Workmate Ttop (P85)	PE2105	(27,500)	(27,500)	(23,667)
			(523,000)	(523,000)	(483,896)
					39,104
Furniture & Equipment					
	IT Upgrade Project	E167742	(20,000)	(20,000)	0
	Swimming Pool Vacuum Cleaner	E167754	0	0	(15,042)
	CCTV Upgrade	E167110	(52,565)	(52,565)	(594)
	Electronic Advertising Sign	FE2101	(66,272)	(66,272)	(48,657)
	Community Centre - Park Furniture	FE2102	(30,000)	(30,000)	(27,405)
	Depot Hoist	E167763	(5,000)	(5,000)	(4,692)
			(173,837)	(173,837)	(96,390)
					77,447
Infrastructure - Roads					
	Capital Works Program	E167103	(1,122,464)	(630,000)	(557,584)
			(1,122,464)	(630,000)	(557,584)
					72,416
Footpaths					
	Footpath Program	E167124	(121,962)	(121,962)	(5,073)
			(121,962)	(121,962)	(5,073)
					116,889
Infrastructure - Other					
	Cemetery Upgrade	E167191	(8,000)	(8,000)	(7,166)
	Community Centre/RSL Park Development	E167125	(20,000)	(20,000)	(20,415)
	Cricket Pitch - Replacement of Existing	IO2101	(15,000)	(15,000)	(7,817)
	Giant Ram Painting	IO2102	(25,000)	(25,000)	(27,060)
	Sportsground Precinct Redevelopment	IO2103	(70,000)	(70,000)	(2,915)
	Ticket Box - Sportsground Entrance	IO2104	(10,000)	(10,000)	(11,767)
	Town Centre Development	IO2105	(180,000)	(180,000)	(197,807)
	Wetlands Park Upgrade	IO2106	(217,250)	(217,250)	(96,009)
	Airport Development	E167782	(50,000)	(50,000)	(227)
	Street Lighting	IO2107	(15,000)	(15,000)	(11,509)
	Townscape	IO2108	(60,000)	(60,000)	(2,145)
			(670,250)	(670,250)	(384,837)
					285,413
Capital Expenditure Total			(2,631,513)	(2,139,049)	(1,527,781)
					611,268

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 28 FEBRUARY 2021**

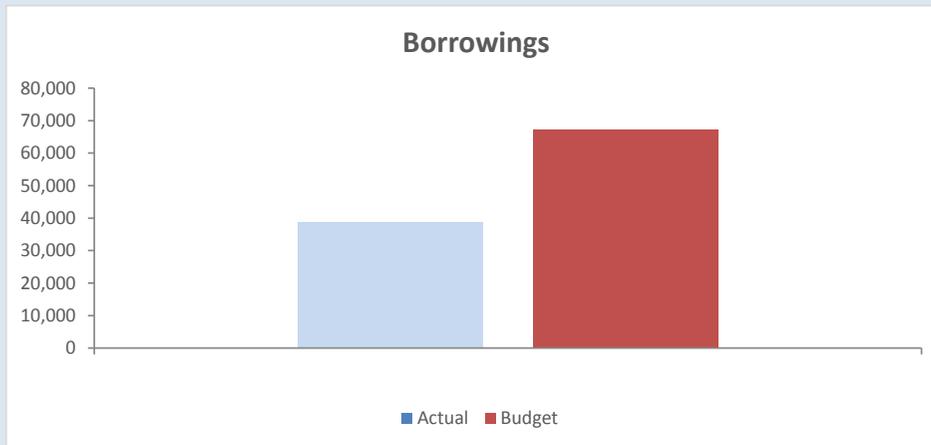
**FINANCING ACTIVITIES
NOTE 8
BORROWINGS**

Information on Borrowings Particulars	30 Jun 2020	New Loans		Principal Repayments		Principal Outstanding		Interest Repayments	
		Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget
	\$	\$	\$	\$	\$	\$	\$	\$	\$
Recreation and Culture									
Loan 131 - Recreation Centre Development	49,939	0	0	4,877	9,909	45,062	49,939	1,596	3,035
Loan 139 - Swimming Pool Redevelopment	214,622	0	0	9,928	13,322	204,694	214,622	8,100	10,715
Other Property and Services									
Loan 137 - Staff Housing	155,432	0	0	9,185	13,917	146,247	155,432	6,078	8,977
Loan 138 - Doctor Housing	76,891	0	0	5,377	10,922	71,515	76,891	2,411	4,653
	496,884	0	0	29,366	48,070	467,518	496,884	18,184	27,380
Self supporting loans									
Recreation and Culture									
Loan 141 - Wagin Ag Society (SSL)	136,749	0	0	9,594	19,333	127,155	136,749	2,079	4,011
	136,749	0	0	9,594	19,333	127,155	136,749	2,079	4,011
Total	633,633	0	0	38,960	67,403	594,673	633,633	20,263	31,391

All debenture repayments were financed by general purpose revenue.

KEY INFORMATION

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

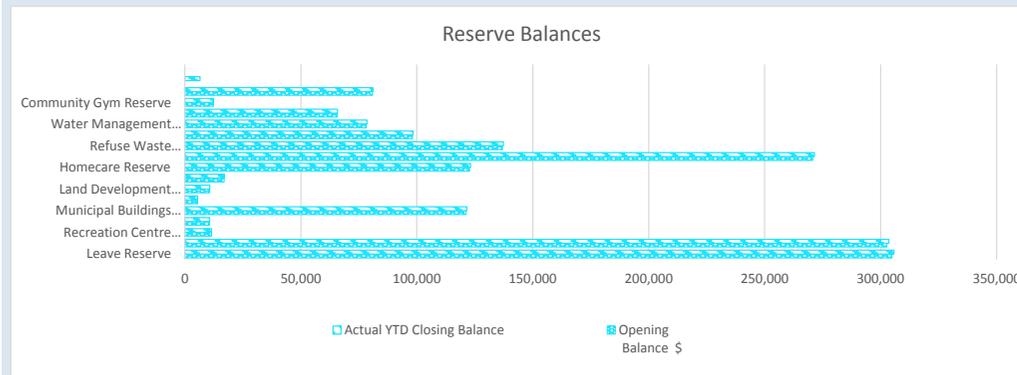


Principal Repayments	\$38,960
Interest Earned	\$16,151
Interest Expense	\$20,263
Reserves Bal	\$1.66 M
Loans Due	\$.59 M

Cash Backed Reserve

Reserve Name	Opening Balance	Budget Interest Earned	Actual Interest Earned	Budget Transfers In (+)	Actual Transfers In (+)	Budget Transfers Out (-)	Actual Transfers Out (-)	Budget Closing Balance	Actual YTD Closing Balance
	\$	\$	\$	\$	\$	\$	\$	\$	\$
Leave Reserve	304,895	3,049	853	0	0	0	0	307,944	305,748
Plant Replacement Reserve	302,669	3,027	847	0	0	(28,000)	0	277,696	303,516
Recreation Centre Equipment Reserve	11,479	115	32	1,800	0	(2,000)	0	11,394	11,511
Aerodrome Maintenance & Development Reserve	10,630	106	30	7,900	0	0	0	18,636	10,659
Municipal Buildings Reserve	121,264	1,213	339	0	0	(50,000)	0	72,477	121,604
Admin Centre Furniture, Equipment & IT Reserve	5,516	55	15	5,000	0	0	0	10,571	5,531
Land Development Reserve	10,709	107	30	0	0	0	0	10,816	10,739
Community Bus Reserve	16,974	170	48	0	0	0	0	17,144	17,022
Homecare Reserve	122,789	1,228	344	0	0	(9,206)	0	114,811	123,133
Recreation Development Reserve	270,680	2,707	757	60,000	0	(35,000)	0	298,387	271,438
Refuse Waste Management Reserve	136,947	1,369	383	19,825	0	0	0	158,141	137,330
Refuse Site Rehabilitation Reserve	98,142	981	275	20,000	0	0	0	119,123	98,417
Water Management Reserve	78,255	783	219	0	0	(5,000)	0	74,038	78,474
Electronic Sign Reserve	65,616	656	184	0	0	(66,272)	0	0	65,800
Community Gym Reserve	12,337	123	35	0	0	(1,800)	0	10,660	12,372
Sportsground Precinct Redevelopment Reserve	80,906	809	226	50,000	0	(70,000)	0	61,715	81,133
Emergency/Bushfire Control Reserve	6,500	65	18	0	0	0	0	6,565	6,518
Community Events Reserve	0	0	0	5,000	0	0	0	5,000	0
	1,656,310	16,563	4,635	169,525	0	(267,278)	0	1,575,120	1,660,945

KEY INFORMATION



Grants and Contributions

		Annual Budget	YTD Budget	YTD Actual	YTD Variance
Operating grants, subsidies and contributions					
General Purpose Funding					
Grants Commission - General	1032005	455,916	341,937	331,478	(10,460)
Grants Commission - Roads	1032010	219,016	164,262	168,637	4,375
Law, Order and Public Safety					
DFES Grant - Operating Bush Fire Brigade	1051010	56,550	42,413	42,045	(368)
DFES Grant - MAF Funding	1051070	55,250	55,250	27,625	(27,625)
DFES Grant - Operating SES	1051075	29,140	21,855	34,593	12,738
Education and Welfare					
HACC Recurrent Grant	1082010	317,000	251,336	225,491	(25,845)
Recreation and Culture					
Volunteering WA	1119030	1,000	1,000	0	(1,000)
WA Police Force - Christmas Street Carnival	1119031	0	0	3,300	3,300
Develop Disability Council - Christmas Street Carnival	1119031	0	0	1,000	1,000
NADC - Australia Day Messaging & Branding	1119031	0	0	1,000	1,000
NADC - Australia Day 2021 COVID Safe Grants Program	1119031	0	0	20,000	20,000
Dept of Veteran Affairs - War Memorial Furniture	1119031	0	0	9,091	9,091
Transport					
Direct Road Grants	1121005	121,340	121,340	121,340	0
Regional Airports Development Scheme (RADs)	1126015	30,000	15,000	0	(15,000)
Operating Contributions					
Contribution to New Cricket Pitch	1113025	5,000	5,000	0	(5,000)
Rec Centre Equipment Contributions	1113030	1,800	0	0	0
Contribution to Woolorama	1119015	1,000	0	0	0
Contribution - St Lighting	1121025	3,435	0	0	0
Operating grants, subsidies and contributions Total		1,296,447	1,019,393	985,599	(33,794)
Non-operating grants, subsidies and contributions					
Community Amenities					
Contributions to Cemetery Upgrade	1107025	8,000	8,000	0	(8,000)
Recreation and Culture					
Wetlands Park Playground Upgrade Contribution	1113040	33,200	0	0	0
Electronic Sign Contributions	1119020	0	0	5,000	5,000
Transport					
Road Project Grants	1121010	307,605	261,464	123,042	(138,422)
Roads To Recovery Grant	1121015	222,056	148,038	60,000	(88,038)
Main Roads Bridge 18/19 Funding	1121076	0	0	74,251	74,251
LRCIP Funding	1121076	348,962	296,618	174,481	(122,137)
Non-operating grants, subsidies and contributions Total		919,823	714,120	436,774	(277,346)
Grand Total		2,216,270	1,733,513	1,422,373	(311,140)

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 28 FEBRUARY 2021**

**NOTE 11
OTHER FUNDS**

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

Description	TRUST ACCOUNT			Closing Balance 28 Feb 2021
	Opening Balance 01 Jul 2020	Amount Received	Amount Paid	
	\$	\$	\$	\$
In Lieu of Public Open Space	8,200	0	0	8,200
	8,200	0	0	8,200

Description	RESTRICTED FUNDS ACCOUNT			Closing Balance 28 Feb 2021
	Opening Balance 01 Jul 2020	Amount Received	Amount Paid	
	\$	\$	\$	\$
Deposits - Town Hall	800	1,700	(1,400)	1,100
Deposits - Community Bus	750	1,350	(1,200)	900
Deposits - Rec Ctr & EFP	3,155	2,507	(3,600)	2,062
Deposits - Animal Trap	100	0	(100)	0
BCITF	0	1,624	(1,624)	0
Deposit - Community Gym Key	2,760	1,950	(660)	4,050
Building Services Levy	185	3,755	(3,817)	123
Nomination Deposits	160	-160	0	0
Pre-Paid Rates	0	0	0	0
Other Deposits	6,679	-20	160	6,819
Unclaimed Monies	1,733	414	0	2,147
Transport Licensing	0	0	0	0
Bank Charges	0	0	0	0
Banking Errors	0	0	0	0
Deposit - Refuse Site Key	20	0	0	20
Staff Christmas Fund	0	0	0	0
Trust Accounts Receivable	126	543	0	669
Cemetery Shelter Contributions	8,000	0	0	8,000
	24,468	13,664	(12,241)	25,891

SHIRE OF WAGIN
STATEMENT OF OPERATING INCOME AND EXPENDITURE
FOR THE PERIOD ENDED 28 FEBRUARY 2021

COA	Description	Type	Annual Budget	YTD Budget	YTD Actual
General Purpose Funding					
Rate Revenue					
I031005	GRV	Inc	888,174	888,174	888,174
I031010	GRV Minimums	Inc	83,520	83,520	83,520
I031015	UV	Inc	1,432,960	1,432,960	1,432,960
I031020	UV Minimums	Inc	44,660	44,660	44,660
I031025	GRV Interim Rates	Inc	2,000	1,336	(1,100)
I031030	UV Interim Rates	Inc	2,000	1,336	(1,172)
I031035	Back Rates	Inc	1,000	664	(301)
I031040	Ex-Gratia Rates (CBH)	Inc	12,517	12,517	12,517
I031045	Discount Allowed	Inc	(86,105)	(86,105)	(90,679)
I031050	Instalment Admin Charge	Inc	8,000	8,000	4,243
I031055	Account Enquiry Fee	Inc	2,500	1,664	2,970
I031060	(Rate Write Offs)	Inc	(5,000)	0	(11)
I031065	Penalty Interest	Inc	12,000	8,000	6,291
I031070	Emergency Services Levy	Inc	113,467	113,467	112,963
I031075	ESL Penalty Interest	Inc	700	464	374
I031080	Instalment Interest	Inc	3,500	2,336	3,652
I031090	Rate Legal Charges	Inc	10,000	6,664	18,382
			2,525,893	2,519,657	2,517,443
E031005	Valuation Expenses	Exp	(10,000)	(2,000)	(673)
E031010	Legal Costs/Expenses	Exp	(1,000)	(664)	(1,009)
E031015	Title Searches	Exp	(600)	(400)	0
E031020	Rate Recovery Expenses	Exp	(10,000)	(6,664)	(19,419)
E031025	Printing Stationery Postage	Exp	(2,000)	(2,000)	(2,530)
E031030	Emergency Services Levy	Exp	(113,467)	(85,100)	(101,565)
E031040	Rate Refunds	Exp	(1,000)	0	0
E031041	Rates & Rubbish Waivers/Concessions	Exp	(2,810)	(2,810)	(2,846)
E031100	Administration Allocated	Exp	(91,322)	(60,880)	(60,880)
			(232,199)	(160,518)	(188,922)
Other General Purpose Funding					
I032005	Grants Commission General	Inc	455,916	341,937	331,478
I032010	Grants Commission Roads	Inc	219,016	164,262	168,637
I032020	Administration Rental	Inc	36,000	24,000	24,000
I032025	Photocopies, Publications, PA & Projector Hire	Inc	1,500	1,000	189
I032030	Reimbursements	Inc	100	64	0
I032035	SS Loans Interest & GFee Reimb.	Inc	4,924	2,556	2,555
I032040	Bank Interest	Inc	20,000	13,336	1,573
I032045	Reserves Interest	Inc	16,563	8,282	4,635
I032055	Commissions & Recoups	Inc	500	0	0
			754,519	555,437	533,067
E032005	Bank Fees and Charges	Exp	(12,000)	(8,000)	(7,820)
E032015	Interest on Loans	Exp	(31,391)	(20,928)	(20,262)
E032030	Audit Fees & Other Services	Exp	(22,000)	(22,000)	0
E032035	Administration Allocated	Exp	(88,612)	(59,072)	(59,072)
			(154,003)	(110,000)	(87,154)
Total General Purpose Income			3,280,412	3,075,094	3,050,509
Total General Purpose Expenditure			(386,202)	(270,518)	(276,076)
Governance					

COA	Description	Type	Annual Budget	YTD Budget	YTD Actual
Members of Council					
I041020	Other Income Relating to Members	Inc	1,000	1,000	0
			1,000	1,000	0
E041005	Sitting Fees	Exp	(18,000)	(9,000)	(13,000)
E041010	Training	Exp	(8,000)	(5,336)	0
E041015	Members Travelling	Exp	(1,000)	(500)	(410)
E041025	Election Expenses	Exp	0	0	(605)
E041030	Other Expenses	Exp	(5,000)	(2,500)	(2,552)
E041035	Conference Expenses	Exp	(10,475)	(6,984)	(64)
E041040	Presidents Allowance	Exp	(12,000)	(6,000)	(6,000)
E041045	Deputy Presidents Allowance	Exp	(3,000)	(1,500)	(1,500)
E041055	Refreshments and Receptions	Exp	(10,000)	(6,664)	(8,789)
E041060	Presentations	Exp	(2,500)	(1,664)	(1,926)
E041065	Insurance	Exp	(9,298)	(9,298)	(10,473)
E041070	Public Relations	Exp	(3,000)	(2,000)	(148)
E041075	Subscriptions	Exp	(32,000)	(32,000)	(24,486)
E041100	Administration Allocated	Exp	(106,833)	(71,224)	(71,224)
			(221,106)	(154,670)	(141,177)
Other Governance					
I042030	Profit on Sale of Asset	Inc	0	0	0
I042045	Admin Reimbursements	Inc	5,000	3,336	375
I042050	Paid Parental Leave Reimbursement	Inc	0	0	0
			5,000	3,336	375
E042005	Administration Salaries	Exp	(679,782)	(453,192)	(382,275)
E042008	Admin Leave/Wages Liability	Exp	0	0	0
E042010	Administration Superannuation	Exp	(75,307)	(50,208)	(45,882)
E042011	Loyalty Allowance	Exp	(5,400)	(3,600)	(3,360)
E042012	Housing Allowance Admin	Exp	(9,590)	(8,454)	(9,429)
E042015	Insurance	Exp	(21,996)	(21,996)	(21,996)
E042020	Staff Training	Exp	(14,000)	(9,336)	(1,290)
E042025	Removal Expenses	Exp	(8,000)	(8,000)	0
E042030	Printing & Stationery	Exp	(30,000)	(20,000)	(22,739)
E042035	Phone, Fax & Modem	Exp	(10,000)	(6,664)	497
E042040	Office Maintenance	Exp	(56,015)	(38,789)	(44,301)
E042045	Advertising	Exp	(8,000)	(5,336)	(7,506)
E042050	Office Equipment Maintenance	Exp	(3,000)	(2,000)	(2,336)
E042055	Postage & Freight	Exp	(4,000)	(2,664)	(1,764)
E042060	Vehicle Running Expenses	Exp	(8,000)	(5,336)	(5,179)
E042065	Legal Expenses	Exp	(3,000)	(2,000)	(1,970)
E042070	Garden Expenses	Exp	(10,000)	(6,672)	(6,469)
E042075	Conference & Training	Exp	(11,000)	(7,336)	(1,080)
E042080	Computer Support	Exp	(90,000)	(80,000)	(84,934)
E042085	Other Expenses	Exp	(1,500)	(1,000)	(922)
E042090	Administration Allocated	Exp	(226,954)	(151,304)	(151,304)
E042095	Fringe Benefits Tax	Exp	(15,000)	(7,500)	(9,552)
E042100	Staff Uniforms	Exp	(4,000)	(2,664)	(2,697)
E042115	Cash Round Off Control	Exp	0	0	5
E042120	Depreciation - Other Governance	Exp	(51,071)	(34,048)	(34,473)
E042125	Less Administration Allocated	Exp	1,129,161	752,784	752,784
E042155	Lease of Photocopier	Exp	(2,500)	(1,664)	(404)
E042160	CEO Recruitment	Exp	(8,000)	(8,000)	(10,389)
E042165	Paid Parental Leave	Exp	0	0	0
			(226,954)	(184,979)	(98,965)
Total Governance Income			6,000	4,336	375
Total Governance Expenditure			(448,060)	(339,649)	(240,140)

COA	Description	Type	Annual Budget	YTD Budget	YTD Actual
Law, Order & Public Safety					
Fire Prevention					
I051010	BFB Operating Grant	Inc	56,550	42,413	36,916
I051015	Sale of Fire Maps	Inc	300	200	91
I051025	Reimbursements	Inc	3,000	2,000	550
I051030	Bush Fire Infringements	Inc	1,500	1,500	3,182
I051035	ESL Admin Fee	Inc	4,000	4,000	4,000
I051050	SES Call-out Income	Inc	0	0	167
I051070	Other Bushfire Grants Income	Inc	55,250	55,250	3,500
I051075	SES Operating Grant	Inc	29,140	21,855	17,244
			149,740	127,218	65,650
E051005	BFB Operation Expenditure	Exp	(56,550)	(45,356)	(36,916)
E051010	Communication Mtce	Exp	(3,000)	(2,400)	(2,901)
E051015	Advertising & Other Expenses	Exp	(2,000)	(2,000)	(2,065)
E051020	Fire Fighting/Emergency Services Expenses	Exp	(2,000)	(1,328)	(3,404)
E051025	Town Block Burn Off	Exp	(5,000)	(3,328)	(4,886)
E051040	Other Bushfire Grants Expenditure	Exp	(55,250)	(55,250)	(3,500)
E051060	SES Operation Expenditure	Exp	(29,140)	(20,424)	(17,244)
E051100	Administration Allocated	Exp	(55,413)	(36,944)	(36,944)
E051190	Depreciation - Fire Prevention	Exp	(15,936)	(10,624)	(10,757)
			(224,289)	(177,654)	(118,617)
Animal Control					
I052005	Dog Fines and Fees	Inc	6,000	4,000	5,300
I052006	Cat Fines and Fees	Inc	300	200	0
I052010	Hire of Animal Traps	Inc	100	100	0
I052015	Dog Registration	Inc	7,500	7,500	3,863
I052016	Cat Registration	Inc	600	600	486
I052020	Reimbursements	Inc	500	250	0
			15,000	12,650	9,649
E052005	Ranger Salary	Exp	(13,000)	(8,672)	(8,764)
E052007	Ranger Telephone	Exp	(1,000)	(664)	(654)
E052010	Pound Maintenance	Exp	(1,045)	(709)	(1,802)
E052015	Dog Control Insurance	Exp	(231)	(231)	(230)
E052020	Legal Fees	Exp	(500)	(500)	(1,438)
E052025	Training & Conference	Exp	(1,500)	(1,000)	(2,545)
E052030	Ranger Services Other	Exp	(25,000)	(16,672)	(15,961)
E052035	Administration Allocated	Exp	(24,285)	(16,192)	(16,192)
E052190	Depreciation - Animal Control	Exp	(991)	(664)	(668)
			(67,552)	(45,304)	(48,254)
Other Law, Order & Public Safety					
I053005	Abandoned Vehicles/Fines	Inc	50	50	0
I053040	Safer Wagin Income	Inc	16,201	16,201	16,202
I053055	Reimbursements	Inc	0	0	0
I053075	Covert Cameras for CCTV System	Inc	0	0	0
			16,251	16,251	16,202
E053005	Abandoned Vehicles	Exp	(500)	(336)	0
E053010	Emergency Services	Exp	0	0	0
E053040	Safer Wagin Expenditure	Exp	(500)	(336)	(255)
E053045	CCTV & Security	Exp	0	0	0
E053055	Mosquito Control	Exp	(6,000)	(4,000)	0
			(7,000)	(4,672)	(255)
Total Law, Order & Public Safety Income			180,991	156,119	91,500
Total Law, Order & Public Safety Expenditure			(298,841)	(227,630)	(167,126)

COA	Description	Type	Annual Budget	YTD Budget	YTD Actual
Health					
Maternal & Infant Health					
E071005	Medical Centre Mtce - Infant Health Centre	Exp	(7,432)	(4,995)	(4,641)
			(7,432)	(4,995)	(4,641)
Preventative Services - Admin & Inspections					
I074005	Food Licences & Fees	Inc	800	0	230
I074015	Contrib. Regional Health Scheme	Inc	50,000	33,336	32,241
I074020	Reimbursements	Inc	0	0	0
			50,800	33,336	32,471
E074005	EHO Salary	Exp	(99,000)	(66,000)	(59,048)
E074008	EHO Leave/Wages Liability	Exp	0	0	0
E074010	EHO Superannuation	Exp	(9,660)	(6,440)	(6,316)
E074015	Other Control Expenses	Exp	(8,000)	(5,992)	(5,514)
E074020	EHO/Building Surveyor Vehicle Expenses	Exp	(5,000)	(3,468)	(3,424)
E074030	Conferences & Training	Exp	(3,000)	(2,000)	(368)
E074035	Loss on Sale of Asset	Exp	0	0	0
E074100	Administration Allocated	Exp	(23,727)	(15,816)	(15,816)
E074190	Depreciation - Prevent Services	Exp	(7,784)	(5,192)	(5,254)
			(156,171)	(104,908)	(95,740)
Other Health					
I076010	Rent - Medical Centre-Dentist	Inc	4,332	2,888	2,625
I076015	Reimbursements - IPN Medical	Inc	1,000	0	0
I076020	Meeting Room Fees	Inc	3,500	2,336	1,726
I076040	Reimbursements - Dr Norris	Inc	500	0	0
			9,332	5,224	4,351
E076020	Medical Centre Mtce - Dr & Dentist Surgery	Exp	(10,097)	(7,319)	(13,293)
E076025	Depreciation - Other Health	Exp	(21,511)	(14,344)	(14,520)
E076030	Doctors Vehicle Mtce	Exp	(2,000)	(1,486)	(2,624)
E076040	IPN Medical Services	Exp	(46,665)	(23,332)	(23,333)
			(80,273)	(46,481)	(53,770)
Health - Preventative Services					
E077010	Analytical Expenses	Exp	(500)	(500)	(253)
			(500)	(500)	(253)
Total Health Income			60,132	38,560	36,823
Total Health Expenditure			(244,376)	(156,884)	(154,404)
Education & Welfare					
Pre Schools					
I083035	Day Care Lease	Exp	8,472	5,648	5,776
I083036	Day Care Reimbursements	Exp	3,000	2,000	3,018
			11,472	7,648	8,794
E080010	Kindegarten Maintenance (Daycare)	Exp	(9,774)	(6,822)	(7,650)
E080190	Depreciation - Pre-Schools	Exp	(4,049)	(2,696)	(2,733)
			(13,823)	(9,518)	(10,383)
Other Education					
E081020	School Oval Mtce	Exp	0	0	0
E081030	Contribution - Wagin Youth Care	Exp	(2,600)	(2,600)	0
			(2,600)	(2,600)	0
HACC Program					

COA	Description	Type	Annual Budget	YTD Budget	YTD Actual
I082010	HACC Recurrent Grant	Inc	317,000	251,336	225,491
I082015	Meals on Wheels	Inc	10,000	6,664	3,339
I082020	HACC Fee for Service	Inc	58,000	38,664	50,825
I082030	Reimbursements	Inc	500	336	5,280
			385,500	297,000	284,935
E082010	Co-ordinator Salary	Exp	(62,000)	(41,336)	(41,717)
E082013	HACC Wages/Contract Liability	Exp	0	0	41,271
E082015	Home Mtce Salary	Exp	(28,000)	(18,664)	(16,840)
E082020	Respite Salaries	Exp	(500)	(336)	0
E082025	Home Help Salaries	Exp	(163,000)	(108,664)	(115,680)
E082030	Superannuation	Exp	(22,000)	(14,664)	(15,759)
E082035	Other Expenses	Exp	(3,000)	(2,000)	(1,295)
E082040	Travelling - Mileage	Exp	(26,000)	(17,336)	(18,047)
E082045	Staff Training	Exp	(1,000)	(664)	(125)
E082050	Staff Training Salaries	Exp	(2,000)	(1,336)	(229)
E082055	Subscriptions	Exp	(4,000)	(3,164)	(4,711)
E082060	Telephone & Postage	Exp	(2,500)	(1,664)	(371)
E082065	Advertising & Stationery	Exp	(500)	(336)	(412)
E082070	Insurance	Exp	(5,000)	(5,000)	(4,641)
E082075	Office Accommodation	Exp	(36,000)	(24,000)	(24,000)
E082080	Plant & Equipment Mtce	Exp	(9,000)	(6,703)	(6,509)
E082085	Consumable Supplies	Exp	(6,000)	(4,000)	(2,333)
E082090	Expenditure from Donations	Exp	(3,000)	(2,000)	(1,560)
E082100	Administration Allocated	Exp	(26,852)	(17,904)	(17,904)
E082110	Meals on Wheels Expenditure	Exp	(12,000)	(8,000)	(4,454)
E082120	Loss on Sale of Asset	Exp	0	0	0
E082130	Homecare COVID Funding Expenditure	Exp	0	0	(5,280)
E082190	Depreciation - HACC	Exp	(18,568)	(12,376)	(12,533)
			(430,920)	(290,147)	(253,129)
	Other Welfare				
I083010	Wagin Frail Aged Reimb	Inc	7,743	7,743	7,743
I083040	Other Welfare Income	Inc	0	0	2,050
			7,743	7,743	9,793
E083010	Wagin Frail Aged Exp	Exp	(7,743)	(7,743)	(7,743)
E083020	Comm. Aged Care Expenses	Exp	0	0	(1,239)
E083050	Other Welfare Exp	Exp	0	0	(1,582)
			(7,743)	(7,743)	(10,564)
	Total Education & Welfare Income		404,715	312,391	303,523
	Total Education & Welfare Expenditure		(455,086)	(310,008)	(274,076)
	Community Amenities				
	Sanitation - Household Refuse				
I101005	Domestic Collection	Inc	242,450	242,450	242,355
I102020	Refuse Site Fees	Inc	20,000	13,336	11,764
			262,450	255,786	254,119
E101005	Domestic Refuse Collection	Exp	(66,000)	(44,000)	(37,725)
E101010	Recycling Pick-Up	Exp	(72,000)	(48,000)	(48,020)
E101015	Refuse Site Mtce	Exp	(134,000)	(89,373)	(67,737)
E101025	Refuse Site Attendant	Exp	0	0	0
			(272,000)	(181,373)	(153,482)
	Sanitation - Other				
I102002	Commercial Collection Charges	Inc	63,375	63,375	64,113
I102005	Reimbursement Drummuster	Inc	4,000	2,000	0
I102010	Charges Bulk Rubbish	Inc	15,500	10,336	10,870

COA	Description	Type	Annual Budget	YTD Budget	YTD Actual
			82,875	75,711	74,983
E102005	Commercial Collection	Exp	(13,000)	(8,664)	(7,691)
E102010	Bulk Rubbish Collection	Exp	(15,500)	(10,336)	(9,935)
E101020	Chemical Drum Disposal Costs	Exp	(5,000)	0	0
E102190	Depreciation - Sanitation	Exp	(15,729)	(10,488)	(10,617)
			(49,229)	(29,488)	(28,243)
	Sewerage				
I104005	Septic Tank Fees	Inc	500	500	0
			500	500	0
E104005	Sewerage Treatment Plant	Exp	(500)	(347)	(31)
			(500)	(347)	(31)
	Regional Refuse Group				
E102007	Regional Refuse Group Expenses	Exp	0	0	0
			0	0	0
	Town Planning				
I106005	Planning Fees	Inc	2,500	1,664	2,209
			2,500	1,664	2,209
E106005	Town Planning Expenses	Exp	(30,000)	(20,000)	(6,596)
E106100	Administration Allocated	Exp	(30,151)	(20,104)	(20,104)
			(60,151)	(40,104)	(26,700)
	Other Community Amenities				
I107005	Cemetery Fees	Inc	12,000	8,000	12,604
I107010	Community Bus Income	Inc	4,000	2,664	1,082
I107025	Other Community Amenities Contributions	Inc	8,000	8,000	0
			24,000	18,664	13,686
E107005	Cemetery Mtce	Exp	(26,844)	(17,944)	(16,973)
E107010	Public Convenience Mtce	Exp	(61,609)	(41,311)	(36,833)
E107015	Community Bus Operating	Exp	(4,000)	(3,101)	(2,439)
E107100	Administration Allocated	Exp	(62,646)	(41,768)	(41,768)
E107190	Depreciation - Other Comm Amenities	Exp	(27,921)	(18,616)	(18,847)
			(183,020)	(122,740)	(116,860)
	Total Community Amenities Income		372,325	352,325	344,997
	Total Community Amenities Expenditure		(564,900)	(374,052)	(325,315)
	Recreation & Culture				
	Public Halls & Civic Centres				
I111005	Town Hall Hire	Inc	1,200	800	2,517
I111010	Reimbursements	Inc	100	100	0
I111015	Town Hall Lease -L Piesse	Inc	4,788	3,192	2,902
			6,088	4,092	5,419
E111005	Town Hall Mtce	Exp	(22,508)	(16,351)	(13,363)
E111010	Other Halls Mtce	Exp	(7,119)	(4,878)	(2,245)
E111190	Depreciation - Public Halls	Exp	(55,567)	(37,048)	(37,507)
			(85,194)	(58,277)	(53,115)
	Swimming Pool				
I112010	Swimming Pool Admission	Inc	35,000	29,750	25,018
I112015	Swimming Pool Miscellaneous Income	Inc	105	105	0
I112020	Reimbursements	Inc	600	600	0
I112025	CSRFF Grant - Swim Pool Stage 2	Inc	0	0	0

COA	Description	Type	Annual Budget	YTD Budget	YTD Actual
			35,705	30,455	25,018
E112005	Pool Staff Salary	Exp	(71,000)	(56,800)	(44,922)
E112008	Pool Leave/Wages Liability	exp	0	0	0
E112010	Superannuation	Exp	(6,800)	(5,440)	(3,051)
E112015	Swimming Pool Maintenance	Exp	(116,855)	(84,512)	(89,320)
E112020	Swimming Pool Other Expenses	Exp	(4,000)	(4,000)	(2,679)
E112190	Depreciation - Swimming Pools	Exp	(183,948)	(122,632)	(124,223)
			(382,603)	(273,384)	(264,195)
	Other Recreation & Sport				
I113005	Sportsground Rental	Inc	7,820	2,500	1,303
I113015	Power Reimbursements	Inc	6,000	4,000	1,278
I113020	Recreation Centre Hire	Inc	10,000	6,664	2,534
I113025	Reimbursements Other	Inc	5,500	5,500	1,367
I113030	Rec Centre Equipment Contributions	Inc	1,800	0	0
I113035	Sporting Club Leases	Inc	50	50	232
I113040	Other Recreation & Sport Contributions	Inc	33,200	0	0
I113055	Eric Farrow Pavillion Hire	Inc	5,000	3,336	1,970
I113065	Community Gym Membership	Inc	7,500	7,500	11,048
			76,870	29,550	19,732
E113005	Sportsground Mtce	Exp	(106,716)	(71,293)	(47,780)
E113010	Sportsground Building Mtce	Exp	(19,837)	(15,767)	(16,846)
E113015	Wetlands Park Mtce	Exp	(56,449)	(37,881)	(47,761)
E113020	Parks & Gardens Mtce	Exp	(55,287)	(36,864)	(27,674)
E113025	Puntapin Rock Mtce	Exp	(2,303)	(1,551)	(1,704)
E113030	Recreation Centre Mtce	Exp	(59,362)	(42,894)	(34,538)
E113035	Rec Staff Salaries	Exp	(18,000)	(12,000)	(9,883)
E113038	Rec Staff Leave/Wages Liability	Exp	0	0	0
E113040	Superannuation	Exp	(1,800)	(1,200)	(3,521)
E113045	Other Expenses	Exp	(1,200)	(800)	(953)
E113050	Norring Lake Mtce	Exp	(2,080)	(1,392)	(1,012)
E113065	Eric Farrow Pavilion Mtce	Exp	(23,680)	(16,604)	(11,513)
E113070	Rec Centre Sports Equipment	Exp	(3,000)	(2,000)	(938)
E113095	Community Gym Expenditure	Exp	(9,300)	(6,196)	(10,575)
E113100	Administration Allocated	Exp	(100,969)	(67,312)	(67,312)
E113190	Depreciation - Other Rec & Sport	Exp	(234,569)	(156,384)	(157,967)
			(694,552)	(470,138)	(439,977)
	Library				
I115005	Lost Books	Inc	50	50	0
I115010	Reimbursements	Inc	100	100	0
			150	150	0
E115005	Library Staff Salaries	Exp	(49,500)	(33,000)	(30,142)
E115008	Library Leave/Wages Liability	Exp	0	0	0
E115015	Library Building Mtce	Exp	(7,368)	(5,068)	(8,010)
E115020	Library Other Expenses	Exp	(10,792)	(7,484)	(2,502)
E115190	Depreciation - Libraries	Exp	(1,381)	(920)	(932)
			(69,041)	(46,472)	(41,586)
	Other Culture				
I116035	Long Table Experience Income	Inc	0	0	0
I119015	Contribution to Woolorama	Inc	1,000	0	0
I119020	Reimbursements	Inc	7,500	0	9,124
I119030	Community Events Income	Inc	1,000	1,000	0
I119031	Other Culture Grant Funds	Inc	0	0	25,300
			9,500	1,000	34,424
E116005	Subsidy Woolorama Committee	Exp	(500)	(500)	(500)

COA	Description	Type	Annual Budget	YTD Budget	YTD Actual
E116010	Woolorama Costs & Maintenance	Exp	(63,291)	(29,627)	(16,367)
E116015	Community Centre Mtce	Exp	(11,664)	(7,989)	(5,532)
E116020	Historical Village	Exp	(1,838)	(1,638)	(1,812)
E116035	Long Table Experience Expenditure	Exp	0	0	0
E116045	Community Development Events	Exp	(18,300)	(12,208)	(15,809)
E116046	Community Development Equipment Maintenance	Exp	(500)	(336)	0
E116055	Other Culture Grant Funds Exp	Exp	0	0	(19,311)
E116190	Depreciation - Other Culture	Exp	(3,248)	(2,166)	(2,192)
			(99,341)	(54,464)	(61,523)
Total Recreation & Culture Income			128,313	65,247	84,592
Total Recreation & Culture Expenditure			(1,330,731)	(902,735)	(860,395)
Transport					
Streets Roads Bridges & Depot Construction					
I121005	Direct Road Grants	Inc	121,340	121,340	121,340
I121010	Road Project Grants	Inc	307,605	261,464	97,814
I121015	Roads to Recovery Grant	Inc	222,056	148,038	191,137
I121020	Reimbursements	Inc	1,000	0	173
I121025	Contribution - St Lighting	Inc	3,435	0	0
I121070	Main Roads Bridge Grant	Inc	0	0	0
I121076	LRCIP Funding	Inc	348,962	296,618	160,323
I147125	Storm Damage Reimbursements	Inc	0	0	0
			1,004,398	827,460	570,787
Streets Roads Bridges & Depot Maintenance					
I122055	Diesel Fuel Rebate Income	Inc	45,000	30,000	30,151
			45,000	30,000	30,151
E122005	Road Maintenance	Exp	(120,000)	(79,992)	(57,382)
E122006	Maintenance Grading	Exp	(220,000)	(150,000)	(145,093)
E122007	Rural Tree Pruning	Exp	(95,000)	(63,344)	(83,686)
E122008	Rural Spraying	Exp	(12,000)	(8,000)	(9,846)
E122009	Town Site Spraying	Exp	(20,000)	(13,344)	(10,797)
E122010	Depot Mtce	Exp	(27,813)	(18,850)	(14,745)
E122011	Town Reserve & Verg Mtce	Exp	(3,000)	(1,992)	(780)
E122012	Bridge & Drainage Mtce	Exp	(27,500)	(18,344)	(7,505)
E122015	Rural Numbering	Exp	(100)	(100)	(537)
E122020	Footpath Mtce	Exp	(5,000)	(3,344)	(2,484)
E122025	Street Cleaning	Exp	(35,000)	(23,344)	(30,894)
E122030	Street Trees	Exp	(85,000)	(56,672)	(51,110)
E122035	Traffic & Street Signs Mtce	Exp	(4,000)	(2,664)	(1,257)
E122045	Townscape	Exp	(20,000)	(13,361)	(34,507)
E122050	Crossovers	Exp	(500)	(336)	(1,258)
E122055	RoMan Data Collection	Exp	(6,500)	(6,500)	(6,300)
E122060	Street Lighting	Exp	(60,000)	(40,000)	(43,601)
E122090	Graffiti Removal	Exp	(100)	(100)	(113)
E122100	Administration Allocated	Exp	(47,387)	(31,592)	(31,592)
E122105	Loss on Sale of Asset	Exp	0	0	(19,204)
E122190	Depreciation - Roads	Exp	(1,843,670)	(1,229,112)	(1,250,474)
E147120	Storm Damage - Not Claimable	Exp	0	0	(2,801)
			(2,632,570)	(1,760,991)	(1,805,966)
Road Plant Purchases					
I122100	Profit on Sale of Asset	Inc	17,992	17,992	7,969
			17,992	17,992	7,969
E123010	Loss on Sale of Asset	Exp	0	0	0
			0	0	0
Aerodrome					

COA	Description	Type	Annual Budget	YTD Budget	YTD Actual
I126015	Aerodrome Reimbursements	Inc	30,000	15,000	0
I126020	Aerodrome Hangar Lease	Inc	8,713	4,763	10,837
			38,713	19,763	10,837
E126005	Aerodrome Maintenance	Exp	(8,346)	(5,801)	(10,433)
E126190	Depreciation - Aerodromes	Exp	(36,160)	(24,109)	(24,144)
			(44,506)	(29,910)	(34,577)
	Total Transport Income		1,106,103	895,215	619,744
	Total Transport Expenditure		(2,677,076)	(1,790,901)	(1,840,543)
Economic Services					
Rural Services					
I131020	Landcare Reimbursements	Inc	75,700	50,464	47,311
			75,700	50,464	47,311
E131020	Landcare	Exp	(100,700)	(75,464)	(47,311)
E131030	Rural Towns Program	Exp	(18,000)	(12,020)	(13,505)
E131100	Administration Allocated	Exp	(14,823)	(9,880)	(9,880)
E131140	Water Management Plan / Harvesting	Exp	(5,000)	(3,436)	(7,119)
E131190	Depreciation - Rural Services	Exp	0	0	0
			(138,523)	(100,800)	(77,815)
Tourism & Area Promotion					
I132005	Caravan Park Fees	Inc	85,000	46,664	42,316
I132010	Reimbursements	Inc	1,000	664	87
I132015	RV Area Fees	Inc	10,000	6,664	5,154
I132035	Tourism Income	Inc	0	0	0
			96,000	53,992	47,557
E132010	Wagin Tourism Committee	Exp	0	0	0
E132015	Caravan Park Manager Salary	Exp	(30,000)	(20,164)	(17,987)
E132020	Caravan Park Mtce	Exp	(57,553)	(38,563)	(40,897)
E132023	Caravan Leave/Wages Liability	Exp	0	0	0
E132025	Subsidy Historic Village	Exp	(8,460)	(8,460)	0
E132035	RV Area Maintenance	Exp	(5,000)	(3,328)	(3,648)
E132040	Tourism Promotion & Subscripts	Exp	(22,000)	(14,672)	(4,248)
E132050	Administration Allocated	Exp	(58,042)	(38,696)	(38,696)
E132190	Depreciation - Tourism	Exp	(12,156)	(8,108)	(7,582)
			(193,211)	(131,991)	(113,058)
Building Control					
I133005	Building Licenses	Inc	5,000	3,336	6,418
			5,000	3,336	6,418
Other Economic Services					
I134005	Water Sales	Inc	50,000	33,336	18,898
			50,000	33,336	18,898
E134005	Water Supply - Standpipes	Exp	(55,000)	(36,672)	(16,312)
E134190	Depreciation - Other Economic Services	Exp	(2,024)	(1,350)	(1,366)
			(57,024)	(38,022)	(17,678)
	Total Economic Services Income		226,700	141,128	120,185
	Total Economic Services Expenditure		(388,758)	(270,813)	(208,551)
Other Property & Services					
Private Works					

COA	Description	Type	Annual Budget	YTD Budget	YTD Actual
I141005	Private Works Income	Inc	20,000	13,336	14,683
			20,000	13,336	14,683
E141005	Private Works	Exp	(10,000)	(6,664)	(12,221)
E141100	Administration Allocated	Exp	(2,726)	(1,816)	(1,816)
			(12,726)	(8,480)	(14,037)
Public Works Overheads					
I143020	Reimbursements	Inc	500	500	0
			500	500	0
E143005	Engineering Salaries	Exp	(98,510)	(65,672)	(59,632)
E143007	Engineering Administration Salaries	Exp	(46,000)	(30,664)	(37,648)
E143008	Works Leave/Wages Liability	Exp	0	0	0
E143009	Housing Allowance Works	Exp	(16,500)	(14,500)	(15,443)
E143015	CEO's Salary Allocation	Exp	(57,005)	(38,000)	(37,643)
E143020	Engineering Superannuation	Exp	(98,599)	(65,736)	(62,214)
E143025	Engineering - Other Expenses	Exp	(5,000)	(3,336)	(2,138)
E143030	Sick Holiday & Allowances Pay	Exp	(180,000)	(130,000)	(81,981)
E143045	Insurance on Works	Exp	(32,141)	(32,141)	(32,141)
E143050	Protective Clothing	Exp	(8,000)	(5,336)	(2,574)
E143055	Fringe Benefits	Exp	(1,000)	0	0
E143060	CEO's Vehicle Allocation	Exp	(1,000)	(664)	(158)
E143065	MOW - Vehicle Expenses	Exp	(7,000)	(4,672)	(3,791)
E143075	Telephone Expenses	Exp	(1,500)	(1,000)	(877)
E143080	Staff Licenses	Exp	(500)	(336)	(132)
E143085	Safety Equipment & Meetings	Exp	(4,000)	(2,664)	(788)
E143090	Conferences & Courses	Exp	(1,500)	(1,000)	0
E143095	Staff Training	Exp	(16,000)	(10,672)	(946)
E143105	Administration Allocated	Exp	(1,016)	(680)	(680)
E143200	LESS PWOH ALLOCATED	Exp	575,271	383,520	338,868
			0	(23,553)	81
Plant Operation Costs					
I144005	Sale of Scrap	Inc	1,500	1,000	0
I144010	Reimbursements	Inc	8,000	5,336	4,042
			9,500	6,336	4,042
E144010	Fuel & Oils	Exp	(140,000)	(93,328)	(69,084)
E144020	Tyres & Tubes	Exp	(20,000)	(13,336)	(1,647)
E144030	Parts & Repairs	Exp	(50,000)	(33,336)	(19,819)
E144040	Plant Repair - Wages	Exp	(40,000)	(26,664)	(19,426)
E144050	Insurance and Licences	Exp	(30,000)	(30,000)	(29,870)
E144060	Expendable Tools-Consumables only	Exp	(10,000)	(6,664)	(7,234)
E144075	Minor Plant & Equipment <\$5000	Exp	(8,000)	(5,336)	(4,503)
E144065	MV Insurance Claim Expenses	Exp	(1,000)	(664)	0
E144200	LESS POC ALLOCATED-PROJECTS	Exp	299,000	199,344	167,097
			0	(9,984)	15,513
Salaries & Wages					
E146010	Gross Salaries, Allowances & Super	Exp	(2,350,000)	(1,566,664)	(1,532,061)
E146200	Less Sal , Allow, Super Allocated	Exp	2,350,000	1,566,672	1,532,061
			0	8	0
Unclassified					
I147005	Commission - Vehicle Licensing	Inc	46,000	30,664	24,419
I147006	Commission - TransWA	Inc	500	336	86
I147035	Banking errors	Inc	0	0	458
I147050	Council Staff Housing Rental	Inc	20,280	13,520	13,260
I147065	Insurance Reimbursement	Inc	5,000	3,336	0
I147070	Council Housing Reimbursements	Inc	6,000	4,000	1,383

COA	Description	Type	Annual Budget	YTD Budget	YTD Actual
I147120	Charge on Private use of Shire Vehicle	Inc	3,120	2,080	2,040
I147121	Reimbursement - Community Requests	Inc	0	0	0
			80,900	53,936	41,646
E147015	Community Requests & Events - CEO Allocation	Exp	(6,000)	(4,000)	(982)
E147035	Banking Errors	Exp	0	0	(50)
E147050	Council Housing Maintenance	Exp	(70,446)	(48,524)	(33,732)
E147055	Consultants	Exp	(25,000)	0	(5,499)
E147070	4WD Resource Sharing Group	Exp	(1,000)	(664)	0
E147090	Building Maintenance	Exp	(8,000)	(5,600)	(3,522)
E147100	Administration Allocated	Exp	(167,403)	(111,600)	(111,600)
E147115	Occupational Health & Safety (OHS)	Exp	(1,500)	(1,000)	(1,707)
E147130	Depreciation - Unclassified	Exp	(30,638)	(20,425)	(20,681)
E147150	Community Requests Budget	Exp	(28,000)	(18,664)	(5,337)
E147151	Community Donations/Sponsorship	Exp	(3,500)	(3,500)	0
			(341,487)	(213,977)	(183,110)
	Total Other Property & Services Income		110,900	74,108	60,370
	Total Other Property & Services Expenditure		(354,213)	(255,986)	(181,551)
	Total Income		5,876,591	5,114,523	4,712,618
	Total Expenditure		(7,148,243)	(4,899,176)	(4,528,177)
	Net Deficit (Surplus)		(1,271,652)	215,346	184,441



12. REPORTS TO COUNCIL

12.1 CHIEF EXECUTIVE OFFICER

12.1.1 CHIEF EXECUTIVE OFFICER REPORT – FEBRUARY/MARCH 2021

PROPONENT:	N/A
OWNER:	N/A
LOCATION/ADDRESS:	N/A
AUTHOR OF REPORT:	Chief Executive Officer
SENIOR OFFICER:	Chief Executive Officer
DATE OF REPORT:	16 March 2021
PREVIOUS REPORT(S):	16 February 2021
DISCLOSURE OF INTEREST:	Nil
FILE REFERENCE:	CM.CO.1
ATTACHMENTS:	Nil

OFFICER RECOMMENDATION

Moved Cr

Seconded Cr

That Council receive the Acting Chief Executive Officer report for February/March 2021.

Carried 0/0

BRIEF SUMMARY

BACKGROUND/COMMENT

1. PROPOSED MEETING TO DISCUSS WORKER ACCOMMODATION ISSUES IN WAGIN

Several businesses in Wagin experience ongoing challenges in attracting and accommodating workers. Some businesses require accommodation for seasonal employees (e.g., CBH and farm enterprises) and others require longer term accommodation such as those which sponsor workers from overseas. Rental opportunities in Wagin are very limited.

In a recent discussion with Mr Rob Cossart, CEO of the Wheatbelt Development Commission (WDC), it was suggested that a meeting be held between some of the major employers in Wagin that are experiencing labour shortages, along with the current and potential providers of accommodation to determine what challenges exist and what opportunities might prevail to improve the situation and add to the economic impetus of Wagin. The WDC would be pleased to help facilitate the meeting and assist in developing strategies to address the situation. For discussion.

CONSULTATION/COMMUNICATION

Nil

STATUTORY/LEGAL IMPLICATIONS

Nil



POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

Nil

VOTING REQUIREMENTS

Simple Majority



12.1.2. PROPOSED REALLOCATION OF FUNDS TO THE BETTY TERRY THEATRE

PROPONENT:	N/A
OWNER:	N/A
LOCATION/ADDRESS:	6 Trent Street
AUTHOR OF REPORT:	Chief Executive Officer
SENIOR OFFICER:	Chief Executive Officer
DATE OF REPORT:	11 March 2021
PREVIOUS REPORT(S):	Nil
DISCLOSURE OF INTEREST:	Nil
FILE REFERENCE:	CP.AQ.1
ATTACHMENTS:	Nil

OFFICER RECOMMENDATION

Moved Cr

Seconded Cr

That the previous allocation of funds (\$10,000) to the Wagin Historical Village be reallocated to improvement works at the Betty Terry Theatre.

Carried 0/0

BRIEF SUMMARY

\$10,000 was allocated in the current financial year budget towards the restoration of the Blacksmiths Shop at the Wagin Historical Village. The Village accessed funding from other sources for this; and sought approval to reallocate the Shires funding towards an extension to the machinery shed at the village. Council approved this request on the condition that should the Village be granted funding from another source to enable this project to proceed, that that the \$10,000 be reallocated by the Shire to another community project.

BACKGROUND/COMMENT

Mr Darren West MLC recently announced that should the McGowan Government be returned at the State Election of the 20th of March 2021, \$40,000 would be allocated to the Wagin Historical Village towards improvements. As the Government has been returned, Councils former resolution comes into play and the \$10,000 allocated to the Village may be reallocated to another community project.

The Shire has recently taken ownership of the *Betty Terry Community Theatre* and it is proposed that funding could be gainfully applied to carrying out some repairs, painting the façade of the building and creating a garden at the front.

CONSULTATION/COMMUNICATION

Nil

STATUTORY/LEGAL IMPLICATIONS

Local Government Act 1995 - s 6.8(1) (b) – *Expenditure from municipal fund not included in annual budget.*



POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

The Betty Terry Community Theatre is a sub-regional drawcard which adds social and economic and economic impetus to Wagin.

VOTING REQUIREMENTS

Absolute Majority



12.1.3. REVIEW OF LOCAL LAWS

PROPONENT:	N/A
OWNER:	N/A
LOCATION/ADDRESS:	N/A
AUTHOR OF REPORT:	Customer Service Officer
SENIOR OFFICER:	Chief Executive Officer
DATE OF REPORT:	15 March 2021
PREVIOUS REPORT(S):	21 October 2020
DISCLOSURE OF INTEREST:	Nil
FILE REFERENCE:	CM.LE.3
ATTACHMENTS:	<ul style="list-style-type: none">• Proposed Local Law amendment – Health Local Law• Proposed Local Law – Bushfire Brigades Local Law• Proposed Local Law – Repeals Local Law

OFFICER RECOMMENDATION

Moved Cr

Seconded Cr

That Council, in accordance with the provisions of section 3.16 of the *Local Government Act 1995*:

1. Propose that, as per the relevant attachment, the following Local Laws be amended;
 - a. Health Local Laws 09/04/2002
2. Propose that, as per the relevant attachment, the following Local Law be adopted:
 - a. Shire of Wagin Bushfire Brigades Local Law
3. Propose that, as per the relevant attachment, the following Local Law be repealed:
 - a. General and Halls 27/07/1923
4. Provide a copy of all Local Laws, proposed amendments, proposed repeals and proposed new Local Laws listed above, on the Shire of Wagin website and made available for viewing at the Shire of Wagin Administration Office and Wagin Library
5. Advertise that submissions regarding these Local Law changes will be accepted until close of business on the 18th of May 2021

Carried 0/0

BRIEF SUMMARY

Further to Council's decision to undertake a review of the Shires Local Laws, the requisite public notice was advertised seeking public submissions with respect to the proposed changes.



Submissions were received from the Department of Local Government. This report recommends moving forward with the proposed changes with the Department of Local Government's recommendations, the amended versions are included with this item.

BACKGROUND/COMMENT

Now that the required time for the public comments has now passed, to which no public comments were received, the relevant comments received from each Minister have been received; these comments have now been applied to the new draft of the proposed changes.

If these changes to the Local Laws are accepted as the proposed changes, they will be advertised for a minimum of 6 weeks, during which time public comments will be accepted. As the only changes were proposed by the Department of Local Government they do not need to review the documents again.

Once the allotted time has passed all proposed changes will be taken into consideration and a new draft Local Law will be created for Council consideration and approval. If no submissions are received it will be sent to the Government Gazette for publishing.

CONSULTATION/COMMUNICATION

- Chief Executive Officer

STATUTORY/LEGAL IMPLICATIONS

Local Government Act 1995

3.16. Periodic review of local laws

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

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

Nil

VOTING REQUIREMENTS

Simple Majority

HEALTH (MISCELLANEOUS PROVISIONS) ACT 1911

LOCAL GOVERNMENT ACT 1995

Shire of Wagin

HEALTH AMENDMENT LOCAL LAW 2021

Under the powers conferred by the Local Government Act 1995, Health (Miscellaneous Provisions) Act 1911, and all other powers enabling it, the Council of the Shire of Wagin resolved on (date) to make the following local law.

1. Citation

This local law may be cited as the Shire of Wagin Health Amendment Local Law 2021.

2. Commencement

This local law comes into operation on the date of its publication in the Government Gazette.

3. Principal local law amended

This local law amends the Shire of Wagin Health Local Laws 2001 as published in the Government Gazette on 9 April 2002.

4. Clause 5.2.4 is deleted

Clause 5.2.4 is deleted

5. Clause 8.2.2 is amended

Delete "*Health (Food Hygiene) Regulation 1993*" and replace with "*Food Act 2008*"

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

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

P. J BLIGHT, President

W. T. ATKINSON, Acting Chief Executive Officer

Bush Fires Act 1954

SHIRE OF WAGIN

BUSH FIRE BRIGADES LOCAL LAW

ARRANGEMENT

PART 1 – PRELIMINARY

- 1.1 Citation
- 1.2 Interpretations
- 1.3 Application

PART 2 – ESTABLISHMENT OF BUSH FIRE BRIGADES

Division 1 - Establishment of a Bush Fire Brigade

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

Division 2 – Command At A Fire

- 2.3 Ranks within the Bush Fire Brigade

Division 3 – Application of Rules to a Bush Fire Brigade

- 2.4 Rules
- 2.5 Variation of Rules

Division 4 – Transitional

- 2.6 Existing Bush Fire Brigades

Division 5 – Dissolution of Bush Fire Brigade

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

PART 3 – ORGANISATION AND MAINTENANCE OF BUSH FIRE BRIGADES

Division 1 – Local Government Responsibility

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

Division 2 – Command At a Fire

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

Division 3 – Annual General Meetings of Bush Fire Brigades

- 3.6 Holding of Annual General Meeting
- 3.7 Nomination of Bush Fire Control Officers to Bush Fire Advisory Committee
- 3.8 Nomination of Bush Fire Control Officer to the Local Authority
- 3.9 Minutes to be tabled before the Bush Fire Advisory Committee

Division 4 – Bush Fire Advisory Committee

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

PART 4 – TYPES OF BUSH FIRE BRIGADE MEMBERSHIP

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

PART 5 – APPOINTMENT DISMISSAL AND MANAGEMENT OF MEMBERS

- 5.1 Rules to Govern

PART 6 – EQUIPMENT OF BUSH FIRE BRIGADES

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

First Schedule

BUSH FIRES ACT 1954

SHIRE OF WAGIN

BUSH FIRE BRIGADES LOCAL LAW

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

PART 1- PRELIMINARY

1.1 Citation

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

1.2 Interpretations

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

"**Act**" means the *Bush Fires Act 1954*;

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

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

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

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

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

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

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

"**Council**" means the Council of the Local Government;

"**District**" means the district of the Shire of Wagin

"**fire fighting member**" is defined in clause 4.2;

"**local government**" means the Shire of Wagin;

"**Regulations**" means Regulations made under the Act; and

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

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

- (a) a Captain;
- (b) a First Lieutenant;
- (c) a Second Lieutenant;
- (d) any additional Lieutenants;
- (e) an Equipment Officer;
- (f) a President;
- (g) a Secretary;
- (h) a Treasurer;
- (i) a Secretary/Treasurer combined, or

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

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

1.3 Application

This local law applies throughout the district.

PART 2 - ESTABLISHMENT OF BUSH FIRE BRIGADES

Division 1 – Establishment of a bush fire brigade

2.1 Establishment of a bush fire brigade

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

2.2 Name and officers of bush fire brigade

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

Division 2 – Command at a fire

2.3 Ranks within the bush fire brigade

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

In the absence of the Captain, the first Lieutenant, and in the absence of the first, the second Lieutenant and so on, in the order of seniority determined, is to exercise all the powers and duties of the Captain.

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

Division 3 – Application of Rules to a bush fire brigade

2.4 Rules

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

2.5 Variation of Rules

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

Division 4 – Transitional

2.6 Existing Bush Fire Brigades

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

Division 5 – Dissolution of a bush fire brigade

2.7 Dissolution of a bush fire brigade

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

2.8 New arrangement after dissolution

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

PART 3 – ORGANISATION AND MAINTENANCE OF BUSH FIRE BRIGADES

Division 1 – Local government responsibility

3.1 Local government responsible for structure

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

3.2 Officers to be supplied with Act

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

Division 2 – Chief Bush Fire Control Officer

3.3 Managerial role of Chief Bush Fire Control Officer

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

3.4 Chief Bush Fire Control Officer may attend meetings

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

3.5 Duties of Chief Bush Fire Control Officer

The duties of the Chief Bush Fire Control Officer include -

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

Division 3 – Annual general meetings of bush fire brigades

3.6 Holding of annual general meeting

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

3.7 Nomination of bush fire control officers to Bush Fire Advisory Committee

At the annual general meeting of a bush fire brigade, one or more brigade member/s are to be nominated to the Bush Fire Advisory Committee to serve as bush fire control officer/s for the brigade area until the next general meeting.

3.8 Nomination of bush fire control officer to the local government

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

3.9 Minutes to be tabled before the Bush Fire Advisory Committee

- (1) The Secretary is to forward a copy of the minutes of the annual general meeting of a bush fire brigade to the local government within one month after the meeting.

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

Division 4 – Bush Fire Advisory Committee

3.10 Functions of Advisory Committee

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

3.11 Advisory Committee to nominate bush fire control officers

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

3.12 Local government to have regard to nominees

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

3.13 Advisory Committee to consider bush fire brigade motions

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

PART 4 – TYPES OF BUSH FIRE BRIGADE MEMBERSHIP

4.1 Types of membership of bush fire brigade

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

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

4.2 Fire fighting members

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

4.3 Associate members

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

4.4 Cadet members

Cadet members are -

- (a) to be aged 11 to 15 years;
- (b) to be admitted to membership only with the consent of their parent or guardian;
- (c) admitted for the purpose of training and are not to attend or be in attendance at an uncontrolled fire or other emergency incident;

- (d) to be supervised by a fire fighting member when undertaking normal brigade activities as defined by paragraphs (c), (d), (e), (f) and (g) of section 35A of the Act;
- (e) ineligible to vote at bush fire brigade meetings;
- (f) not to be assigned ranks under the Authority's rank structure.

4.5 Honorary life member

- (1) The bush fire brigade may by a simple majority resolution appoint a person as an honorary life member in recognition of services by that person to the bush fire brigade.
- (2) No-membership fees are to be payable by an honorary life member.

4.6 Notification of membership

Not later than 31 March in each year, the bush fire brigade is to report to the local government the name, contact details and type of membership of each brigade member.

PART 5 – APPOINTMENT DISMISSAL AND MANAGEMENT OF MEMBERS

5.1 Rules to govern

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

PART 6 – EQUIPMENT OF BUSH FIRES BRIGADES

6.1 Policies of local government

The local government may make policies under which it -

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

6.2 Equipment in brigade area

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

6.3 Funding from local government budget

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

6.4 Consideration in the local government budget

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

FIRST SCHEDULE (CLAUSE 2.4)

RULES GOVERNING THE OPERATION OF BUSH FIRE BRIGADES

PART 1 – PRELIMINARY

1.1 Interpretation

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

PART 2 – OBJECTS AND MEMBERSHIP OF BUSH FIRE BRIGADE

2.1 Objects of bush fire brigade

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

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

2.2 Committee to determine applications

Applications for membership are to be determined by the Committee.

2.3 Conditions of membership

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

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

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

2.4 Applications for membership

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

2.5 Decision on application for membership

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

2.6 FESA to be notified of registrations

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

2.7 Termination of membership

- (1) Membership of the bush fire brigade terminates if the member -
 - (a) dies;
 - (b) gives written notice of resignation to the Secretary;
 - (c) is, in the opinion of the Committee, permanently incapacitated by mental or physical ill-health;
 - (d) is dismissed by the Committee; or
 - (e) ceases to be a member or is taken to have resigned under subclause (2).
- (2) A brigade member whose membership fees are more than one year in arrears is to be taken to have resigned from the bush fire brigade.

2.8 Suspension of membership

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

2.9 Existing liabilities to continue

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

2.10 Member has right of defence

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

2.11 Objection Rights

A person whose -

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

PART 3 – FUNCTIONS OF BRIGADE OFFICERS

3.1 Chain of command during fire fighting activities

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

3.2 Duties Of President

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

3.3 Secretary

The Secretary is to -

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

3.4 Treasurer

The Treasurer is to -

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

- (c) keep a record of all monies received and payments made, maintain the accounts and prepare the balance sheet for each financial year;
- (d) be the custodian of all monies of the bush fire brigade;
- (e) regularly inform the Secretary of the names of those brigade members who have paid their membership fees; and
- (f) report on the financial position at meetings of the bush fire brigade or Committee.

3.5 Equipment Officer

The Equipment Officer is responsible for the custody and maintenance in good order and condition of all protective clothing, equipment and appliances provided by the local government to the bush fire brigade (or of the bush fire brigade).

3.6 Storage of equipment

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

3.7 Equipment Officer to report

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

3.8 Incident Controller to report

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

PART 4 - COMMITTEE

4.1 Management of bush fire brigade

- (1) Subject to the provisions of these Rules, the administration and management of the affairs of the bush fire brigade are vested in the Committee.
- (2) Without limiting the generality of subclause (1), the Committee is to have the following functions -
 - (a) to recommend to the local government amendments to these Rules;
 - (b) to draft the annual budget for the bush fire brigade and present it at the annual general meeting of the bush fire brigade;
 - (c) to propose a motion for consideration at any meeting of the bush fire brigade;
 - (d) to recommend to the local government equipment which needs to be supplied by the local government to the bush fire brigade;

- (e) to invest or place on deposit any of the funds of the bush fire brigade not immediately required to perform the normal brigade activities;
- (f) to delegate to a person, as from time to time thought fit, any functions (being less than the total functions of the Committee) on any conditions it thinks fit;
- (g) to do all things necessary or convenient in order to perform any of its functions and to secure the performance of the normal brigade activities by the bush fire brigade; and
- (h) deal with membership applications, grievances, disputes and disciplinary matters.

4.2 Constitution of Committee

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

PART 5 – MEETINGS OF BUSH FIRE BRIGADE

5.1 Ordinary meetings

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

5.2 Special meetings

- (1) The Secretary is to call a special meeting when 5 or more brigade members request one in writing.
- (2) At least 2 days notice of a special meeting is to be given by the Secretary, to all brigade members and to the Chief Bush Fire Control Officer.
- (3) In a notice given under subclause (2) the Secretary is to specify the business which is to be conducted at the meeting.

- (4) No business is to be conducted at a special meeting beyond that specified in a notice given under subclause (2) in relation to that meeting.

5.3 Annual general meeting

- (1) At least 7 days notice of the annual general meeting is to be given by the Secretary to all brigade members and to the Chief Bush Fire Control Officer.
- (2) At the annual general meeting the bush fire brigade is to -
- (a) elect the brigade officers from among the brigade members;
 - (b) consider the Captain's report on the year's activities;
 - (c) adopt the annual financial statements;
 - (d) appoint an Auditor for the ensuing financial year in accordance with clause 5.6; and
 - (e) deal with any general business.
- (3) In a notice given under subclause (1), the Secretary is to specify the business which is to be conducted at the meeting.
- (4) Business may be conducted at an annual general meeting notwithstanding that it was not specified in a notice given under subclause (1) in relation to that meeting.

5.4 Quorum

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

5.5 Voting

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

5.6 Auditor

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

PART 6 – MEETINGS OF COMMITTEE

6.1 Meetings Of Committee

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

6.2 Quorum

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

6.3 Voting

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

PART 7 - GENERAL ADMINISTRATION MATTERS

7.1 Fees

- (1) The membership fees, if any, for each type of member for the ensuing 12 months are to be determined by the bush fire brigade at the annual general meeting.
- (2) Subject to subclause (3), a member is to pay the membership fees for her or his type of membership on or before 1 May.
- (3) The bush fire brigade may exempt a brigade member, or a class of membership, from the payment of membership fees, for such period and on such conditions as the bush fire brigade may determine.

7.2 Funds

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

7.3 Financial year

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

7.4 Banking

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

7.5 Disclosure of interests

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

7.6 Disagreements

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

PART 8 - NOTICES AND PROXIES

8.1 Notices

- (1) Notices of meetings of the bush fire brigade are to be in writing and sent by ordinary post to the registered address of each brigade member.

- (2) Notices of meetings of the Committee may be given in writing in accordance with subclause (1) or by such other means as the Committee may decide (by an absolute majority) at a meeting of the Committee.
- (3) Any accidental omission to give notice of a meeting to, or non-receipt by a person entitled to receive such notice, is not to invalidate the meeting the subject of the notice or any resolutions passed at the meeting.
- (4) Where any notice other than a notice of meeting is to be given under these Rules, the notice is to be-
 - (a) in writing;
 - (b) unless otherwise specified, given to or by the Secretary;
 - (c) given by-
 - (i) personal delivery;
 - (ii) post; or
 - (iii) facsimile transmission;
 - (d) taken to have been received, as the case may be -
 - (i) at the time of personal delivery;
 - (ii) 2 business days after posting; or
 - (iii) on the printing of the sender's transmission report.

8.2 Proxies

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

PROXY

[INSERT NAME] BUSH FIRE BRIGADE

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

I, _____

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

MOTION FOR AGAINST ABSTAIN

- 1.
- 2.

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

Date: _____

Signed: _____

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

Dated _____ 20____

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

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

P J PIESSSE, President

W. T ATKINSON, Chief Executive Officer

NATIONAL COMPETITION POLICY:

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

LOCAL GOVERNMENT ACT 1995

Shire of Wagin

REPEALS LOCAL LAW 2021

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

1. Citation

This local law may be cited as the Shire of Wagin Repeals Local Law 2021.

2 Repeal

The By Laws of the Wagin Road Board as published in the Government Gazette on 27 July 1923 is repealed.

Dated _____

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

P. J BLIGHT, President

W. T. ATKINSON, Acting Chief Executive Officer



12.2 DEPUTY CHIEF EXECUTIVE OFFICER

12.2.1 DEPUTY CHIEF EXECUTIVE OFFICERS REPORT – FEBRUARY 2021

PROPONENT:	N/A
OWNER:	N/A
LOCATION/ADDRESS:	N/A
AUTHOR OF REPORT:	Deputy Chief Executive Officer
SENIOR OFFICER:	Chief Executive Officer
DATE OF REPORT:	18 March 2021
PREVIOUS REPORT(S):	17 February 2021
DISCLOSURE OF INTEREST:	Nil
FILE REFERENCE:	CM.CO.1
ATTACHMENTS:	Nil

OFFICER RECOMMENDATION

Moved Cr

Seconded Cr

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

Carried 0/0

BRIEF SUMMARY

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

BACKGROUND/COMMENT

SPORTSGROUND DEVELOPMENT

The Sportsground Precinct Master Plan was endorsed by Council at the August meeting of Council. The final plan has now been made available to the community in different mediums, it has also been emailed out to all interested persons and community clubs / groups.

We have advertised expressions of interest to the community for members interested in joining the Sportsground Precinct Re-development Steering Committee, nominations close on the 26th March. There has been some interest, however staff will follow up before the closing date.

From the outcomes of the Steering Committee, we will look at engaging an engineering firm to carry out the site survey of the area. Staff will also look at engaging a country-based cost/quantity surveyor to provide accurate costings. There is \$70,000 in the 2020/2021 budget to carry out these tasks.

CORPORATE SERVICES

Covid-19 Update

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



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

Audit, Finance and Compliance.

The 2019/2020 Annual Report., containing the Audited Annual Financial Statements has been sent to the Local Government Department. The 2020 Compliance Audit Return has also been sent to the Department.

Local Roads and Community Infrastructure Program (LRCIP)

Phase 2 - \$279 590

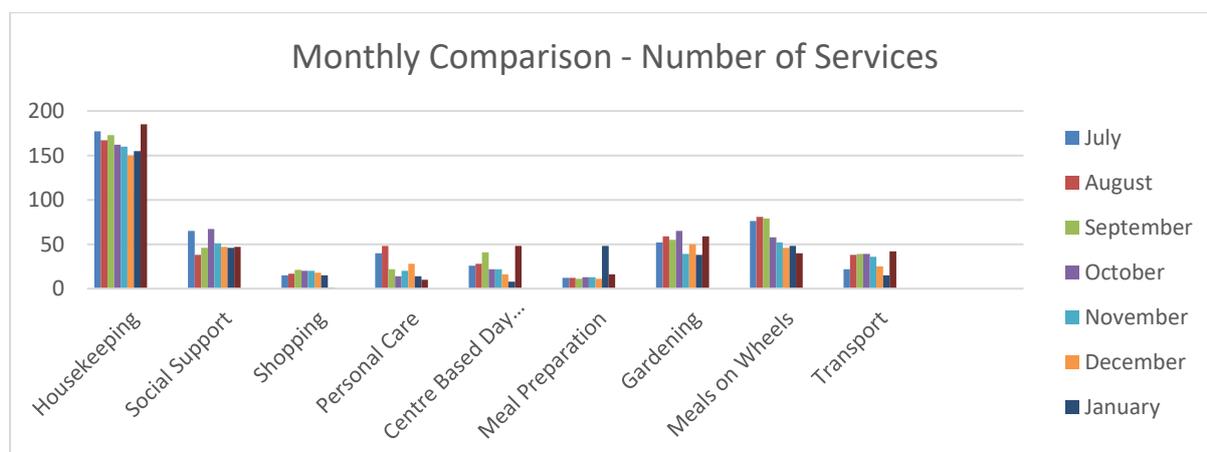
The LRCIP Phase 2 Grant Agreement has been completed, signed and sent to the government funding body. Also, as per the Council resolution from the December Council meeting the project nomination form has been completed and sent to the funding body for assessment and approval. **Still yet to hear if projects have been approved.**

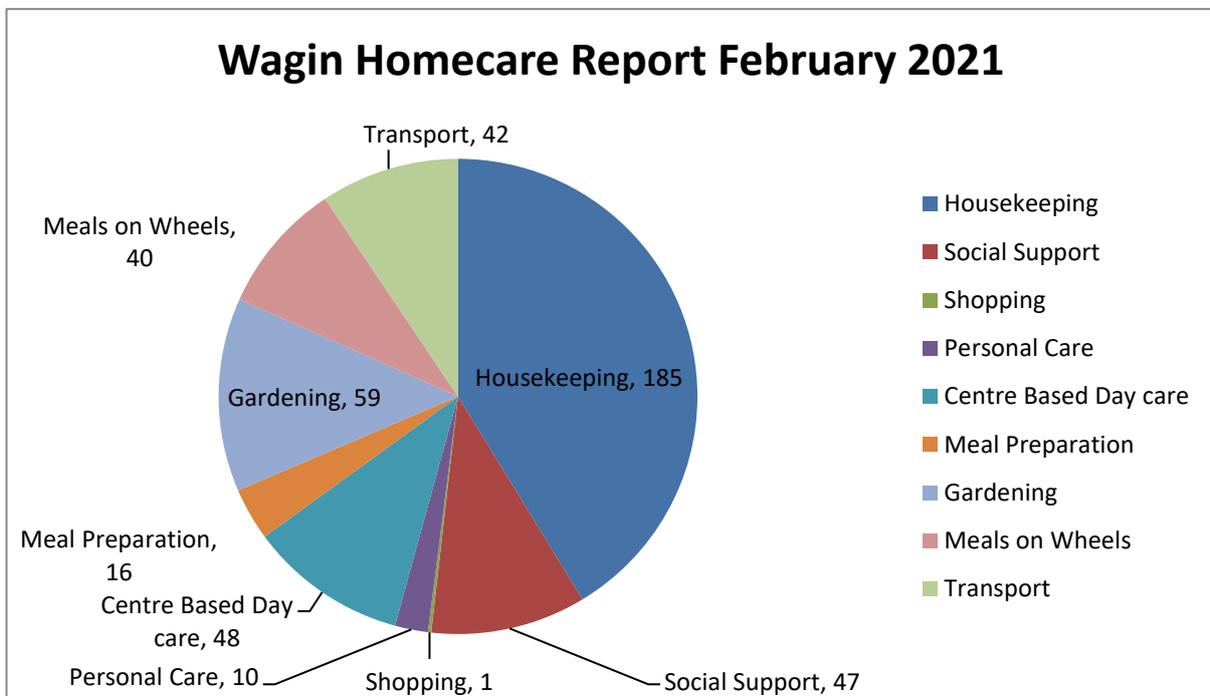
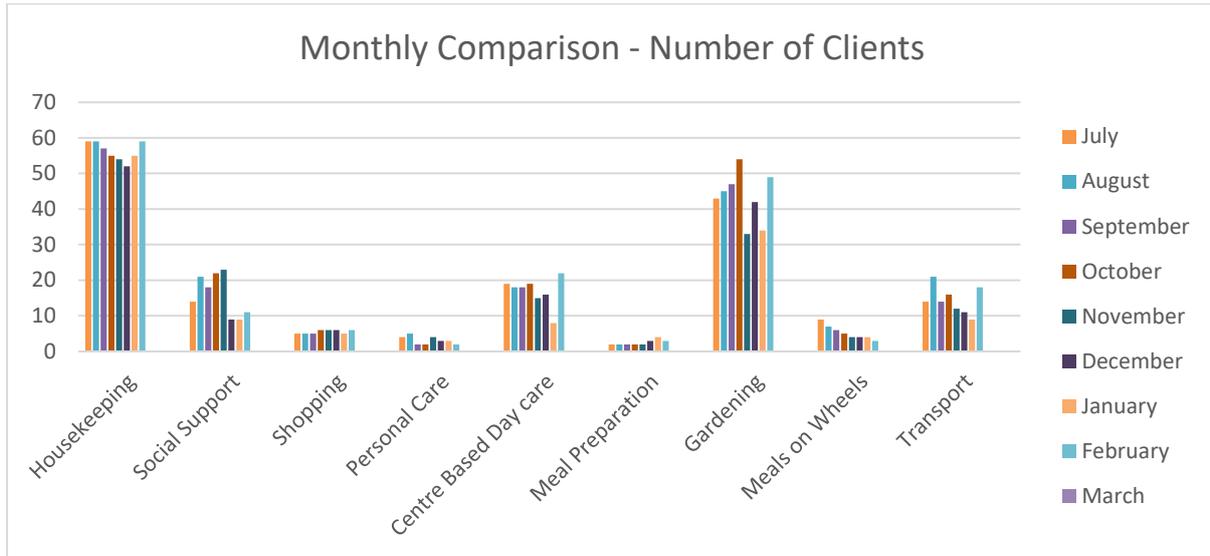
AGED CARE

CLIENTS:

88 clients received one or more services for February

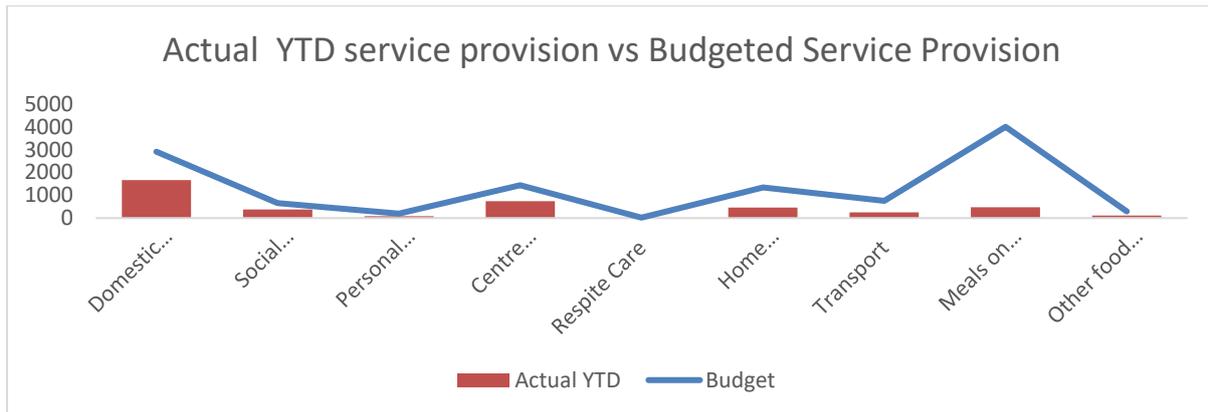
Service	Number of Clients
Housekeeping	59
Social Support	11
Shopping	6
Personal Care	2
Centre Based Day care	22
Meal Preparation	3
Gardening	49
Meals on Wheels	3
Transport	18





Wagin Homecare Complete Service Provision February 2021

Types of services provided	Monthly Contracted	Hours Provided	Variance	Contracted	Year to date
Domestic Assistance	243	230	-13	2913	1670
Social Support	54	35	-19	651	384
Personal Care	16	5	-11	190	81
Centre Based Day Care	120	177	57	1442	739
Respite Care	1.5	0	-1.5	18	0
Home Maintenance	112	61	-51	1344	457
Transport	63	51	-12	762	255
Meals on Wheels	334	40	-294	4011	480
Other food services	25	19	-6	299	106



TOWNSCAPE

Town Square Project

The majority of the infrastructure work has been completed, works still to be done are: Installation of signage, solar lighting, new bin and all landscaping works including planting of trees and shrubs. These plantings will be undertaken in the cooler months of May and June.

Wetlands Park Playground Development

Work on this project has not been progressed since my last report due to the Christmas / January break and unavailability of the works crew to progress the next elements of the development. Works should recommence towards the end of March, work must be complete by the end of the financial year.

Electronic Advertising Sign

The Electronic Advertising Sign has been installed and is operational. There have been a few teething problems, but this can be expected. Advertising forms have been set up for the businesses and the community to advertise on the sign. The feedback from the community has mainly been positive.

Street Furniture

The new street benches have been put together and have been placed in the main street just before Woolorama. The old benches will be relocated to other streets and parts of town.

TOURISM

Entry Statements

Ray Ford has now completed the upgrade work on the first of the four Entry Statement signs, the statement posts have been re-painted and the sign re-erected (Tudhoe St Sign – western end).

Ray will commence the second sign shortly with completion by June. The other two signs will be completed in the first half of the next financial year.

Perth Caravan and Camping Show

Cr West, Donna George, Cr Chilcott and Norm Chilcott attended the Perth Caravan and Camping Show, from the, Wednesday 17th March to Sunday 21st March. A huge thank you for their efforts and time given up to promote Wagin and surrounds, the new Wagin Tourism banners looked fantastic.



Feb/Mar 2021 Shire Facebook Report

15/03/2021

The Shire Facebook page has posted 9 times since the last report in February with the biggest audience award being the closure of the RV area during Woolorama with 10501 views.

- Local Polling locations – 18th Feb – 368 people
- RV Area Closed – 20th Feb – 10501 people
- New sign video – 3rd Mar – 825 people
- Weather Warning – 4th Mar – 361 people
- Dogs in the pound – 7th Mar – 1073 people
- Live show flyer – 7th Mar – 286 people
- Katanning Harmony Festival flyer – 8th Mar – 291 people
- Dog in Pound notice – 10th Mar – 7206 people
- Position vacant – 11th Mar – 750 people

Our total page “likes” has risen again to 1345 – up by 13 from the last report.

To compare our likes to other shire pages:

- Wickepin 885
- Williams 564
- Kondinin 478
- Lake Grace 640
- Kojonup 1128

Wagin Woolorama Page took a massive leap forward to 3387 likes, up by 438 likes from the last report.



RECREATION AND CULTURE

Library Report – February / March 2021

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 March 13th from 2pm to 4pm.

Library Regular Activities:

- WLG Book Club was held on February 13th at Cresswells from 2pm to 4pm. Our Book Club was held on Saturday March 13th from 2pm to 4pm at Cresswells.
- Waratah Lodge regular readers' weekly exchange of books, DVDs, etc. is ongoing.
- Wagin Hospital Homebound visiting program available as required.
- **Friends of Wagin Library & Gallery meeting was held Thursday February 25th at 4.30pm. Our next Friends Meeting will be held on Thursday April 29th at 4.30pm.**

Library Statistics:

- 3 new borrowers at the library during this reporting period;
- 169 patron visits for January February reporting period;
- 11 successful inter-library loan requests for items from Wagin Library & Gallery patrons;
- 18 inter-library loan requests from other public libraries throughout WA for our items; 1 not supplied.
- 8 requests for information searches undertaken for Wagin library patrons by library staff;
- 0 public access computer user/s; 0 Wi Fi users. Patrons and visitors are now being notified that public access computer able to be used when needed.
- 24 community members enjoyed free tea or coffee in the library;
- 0 community members and library patrons spent time reading and relaxing in the library.
- 35 phone transactions relating to library matters - patron request for renewals; requests for information from other libraries, and from us to staff at other libraries; library event planning.

Patron Comments and Suggestions:

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

Up and coming news and events:

- No Events until permitted

Wagin Swimming Pool Report February 2021



The month of February saw 1709 patron use the facility (1367 plus 342 under the family pass). Again, this month was adversely affected by the weather with some hot days coupled with cold windy days. Morning lappers continued to roll in with an average of 20 in the 5.30 to 9 am time slot. With the start of the school term saw the usual influx of children at 3pm and the commencement of swim club training and dolphins.

During February pool temperatures in the 50metre pool were reasonably constant at 25 degrees. Leisure pool as always sitting at 27 degrees.

Happened

-School resumed so the 3 o'clock patrons rolled in good numbers.

-Wagin Swimming Club held The Great Southern Regional Championships with 101 competitors from all over the Great Southern. 300 people all together attended. Well run and very successful despite the weather conditions

-Developed a sink hole outside the pump room after the sump pump ceased working. Replaced that sump pump and one outside of the pool area in the park to remove excess ground water.

-50 metre main pump developed a leak in its housing. Continues to leak. Hoping to fix issue in off season. Professional advice was undertaken through Wetdecks.

-Swimming Club and Dolphins ended its season late in February

-Years 7 and 8 attended the pool as party for their sports education in February

-Replaced a Davey pump on the 50 metre chlorine doser. The old Davey to be refurbished and used as a spare seeing as the last time it was replaced was only 2 years ago, the harsh chemical conditions the factor

Interm Swimming lessons from 8th – 19th March

-School Swimming Carnival 10th March....

-Covid register and sanitation still actively practiced

-The Pool surrounds looking sensational thanks to Mike Tito and his crew

Upcoming

--Swimming Club and Dolphins windup

-End of Pool season.



Feb-21	Adult Paid	Child Paid	Family Paid	Education Dept	Spectator	Under 5	Adult Pass	Child Pass	Family Pass	Totals
1										
2	16	20			11	6	17	11	15	96
3	14	4					15	11	1	45
4	5	15			12	3	17	21	8	81
5	2				1		10		4	17
6		111			100					211
7										
8										
9	6	4				2	16			28
10	9						9	2		20
11	7	21			12	6	13	14	12	85
12	7	15			4		12	6		44
13	4	12	3		6	11	2	12	3	53
14	4	7	1		3	2		6	2	25
15										
16	27	24	1		6	9	16	12	20	115
17	8	3	1				17	8		37
18	4	19			11	6	12	18	7	77
19	4	4					11	5	1	25
20	5	12	2		2	3		6	2	32
21	10	14	2		3	11		9	6	55
22										
23	14	19	1		8	5	17	27	12	103
24	10	4			1		14	9		38
25	6	21			17	2	20	20	10	96
26	3	2		14			11	16		46
27	7	14			2	1		6		30
28	3	2			1	1		1		8
	175	347	11	14	200	68	229	220	103	1,367

The Wagin Swimming Pool season will officially close on Sunday 11th April. Thank you to all the people who frequented the pool, another fantastic season and a big thank you to the Shire's Pool Manager Kim Hough.

Sportsground Ticket Box

The construction of the Sportsground Ticket Box was completed in full before this year's Woolorama. The feedback from the Ag Society and community has been very positive.

Cricket Pitch Upgrade

A time-table has been put together to carry out the remedial work to progress this project. Works will commence within the next week and be completed by the end of April.



OTHER

CCTV

A meeting was held with the Shire's CCTV contractor with regard to progressing new works and upgrades as apert of this year's budget and the LRCIP funding. A Scope of Works was formulated to include a link and new computer and monitors at the Wagin Police Station, replacement and upgrade of designated cameras and an extension of the CCTV Network. This work should commence in late April.

Bushfire Control

The AGM and general meeting of the Bushfire Advisory Committee was held on Wednesday 17th March, please refer to the attached minutes, including the appointment of all positions and the 2021/2022 ESL operating and capital grant application.

The Restricted burning period has commenced with a permit required to burn until the 30th April 2021. During this period permits to burn can be obtained from your Local Volunteer Fire Control Officer or the Shire of Wagin Office if your property is located within the Wagin town site boundary.

Events

Woolorama

Shire works staff assisted The Ag Society with hosting another successful Woolorama in a challenging environment due to Covid 19. Our works staff carried all the rubbish and water provision tasks plus other adhoc tasks. They also did a great job in getting grounds prepared for the show.

A hand back inspection was carried out on the Wednesday after the show, the grounds and buildings were returned in a good state, however there were issues with the Sportsground oval with heavy machinery chopping up and causing damage to the oval during show set up. We have asked the Ag Society to address this next year and future shows.

Grants

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



Grant Body	Grant Amount	Grant Reason
Co-operative Bulk Handling NOT SUCCESSFUL	14,647	Generator and Adaptor Plug for Wagin Evacuation Centre (Wagin Recreation Centre)
Department of Sport and Recreation SUCCESSFUL	3,387.57	Upgrade Cricket Pitch
Community Grants Hub SUCCESSFUL	10,000	Saluting and Servicing Program- RSL War memorial Upgrade
DFES STILL UNDER CONSIDERATION	46,941.95	BFB Water Tanks, one for each Brigaded other than Piesseville
DFES STILL UNDER CONSIDERATION	4,489.39	BFB Flexi Water Tank for Piesseville Bush Fire Brigade
RAC NOT SUCCESSFUL	14,456.00	Wetlands Park Swing Set and Artwork and Landscaping at the War memorial Upgrade
Lotterywest SUCCESSFUL	5,000	Additional grant funds for the Xmas Street Carnival
Disability Inclusion Week SUCCESSFUL	\$1,000	Support patrons with disabilities attending the Street Carnival
Australia Day Council SUCCESSFUL	\$20,000	Hold a Covid Safe Australia Day
Lotterywest UNDER CONSIDERATION	\$200,000	Stage 2 of the Wetlands Playground Development
Total	319,921.91	

CONSULTATION/COMMUNICATION

Nil

STATUTORY/LEGAL IMPLICATIONS

Nil

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

Nil

VOTING REQUIREMENTS

Simple Majority



12.2.2 TOWN SQUARE REDEVELOPMENT – SIGNAGE CHANGES

PROPONENT:	N/A
OWNER:	N/A
LOCATION/ADDRESS:	Lot 30, 31 and 64 Tudhoe Street
AUTHOR OF REPORT:	Deputy CEO
SENIOR OFFICER:	Chief Executive Officer
DATE OF REPORT:	16 March 2021
PREVIOUS REPORT(S):	Town Square – Adoption of Final Plan - October 2020
DISCLOSURE OF INTEREST:	Nil
FILE REFERENCE:	CP.DE.3
ATTACHMENTS:	<ul style="list-style-type: none">Town Square Plan with Signage Changes

OFFICER RECOMMENDATION

Moved Cr

Seconded Cr

That Council approve the signage changes to the Town Square Project.

Carried 0/0

BRIEF SUMMARY

Council to agree to and approve the suggested changes to signage at the new Town Square development.

BACKGROUND/COMMENT

In the previously adopted final plan of the project the following signage options were agreed to:

- Trucks not exceeding 20metres (Large Vehicle Entrance)
- No Entry signs at the two exits on Trent Street.
- 2 Hour parking only in the new car park.
- Disabled access parking sign at the designated bay directly north of the toilet block.
- Parents with Prams sign for designated bay next to the disabled access parking bay.
- Chevron direction sign facing the entrance/exit on Tylor Lane.

The only signs that have been installed to date is the No Entry signs on the two exits facing Trent Street. Vehicles have been using and parking in the new facility over the past couple of months this has given staff an opportunity to observe how the new parking area has been working.

Observations:

- ❖ There is not enough cars parking in the car park to warrant restricting the parking to Two hours.
- ❖ The Parents with prams parking bay is not warranted.
- ❖ Large vehicles/small trucks have been accessing the small vehicle car park and parking across bays.
- ❖ Caravans and other vehicles have parking facing the wrong way and then exiting the entry only entrance on Tudhoe Street.



With the above observations, staff are recommending the following changes to the Town Square signage:

- Scrap the 2 hour parking signs in the car park.
- Scrap the Parents with Prams sign and designated bay.
- Install a new sign to the Tudhoe Street entrance of the carpark to read - Car Parking Only.
- Install 2 more No Entry Signs on the Trent Street exits (Both sides of exit)

With the above changes the signage at the Town Square project will be the following:

- Trucks not exceeding 20metres (Large Vehicle Entrance)
- No Entry signs at the two exits on Trent Street – *Already Installed*
- Disabled access parking sign at the designated bay directly north of the toilet block.
- Chevron direction sign facing the entrance/exit on Tylor Lane.
- Car Parking Only sign at the Tudhoe Street entrance of the carpark.
- 2 No Entry Signs on the Trent Street exits (Both sides of exit)

A map of the Town Square area is enclosed detailing the suggested changes.

CONSULTATION/COMMUNICATION

- Senior Staff

STATUTORY/LEGAL IMPLICATIONS

Nil

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

The project is fully funded in the Shires 2020/21 financial year budget.

STRATEGIC IMPLICATIONS

- 3.7 Provide and support more community resources and facilities as required.
- 2.3 Improvement in condition and appearance of the main streets of the town with improved signage.
- 4.1 Improve main street appearance to encourage travellers and tourists to stop
- 4.3 Maintain & improve natural environment and recreation areas.

VOTING REQUIREMENTS

Simple Majority

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.

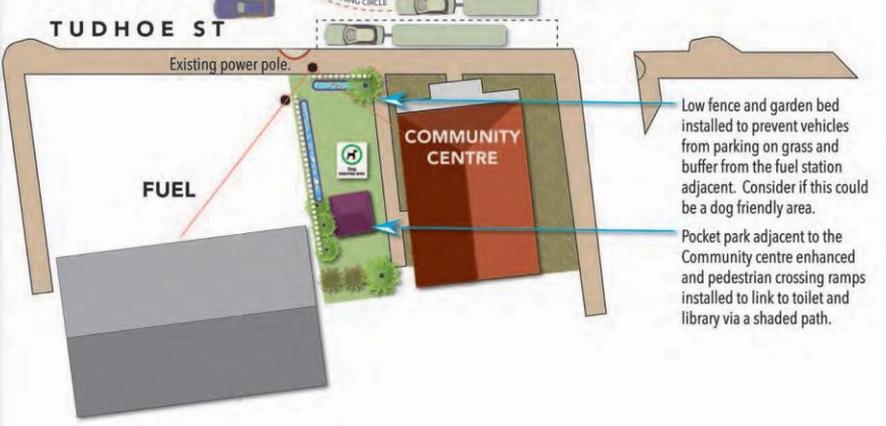
- Entry to allow truck and single trailer access.
- Ensure adequate pits are dug for new trees.
- Caravan and long vehicle parking (up to 14m length).
- New electronic sign.
- Tudhoe St 'Entry Only', with a pedestrian pavement cross-over.
- The history of the Cousin's bakery interpreted next to a shaded 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 plan was prepared using hand measurements and aerial photographs - allow to check details prior to construction.

Wagin Library Square Enhancement Adopted Concept

October 2020





12.3 MANAGER OF WORKS

12.3.1 WORKS AND SERVICES REPORT –FEBRUARY 2021

PROPONENT:	N/A
OWNER:	N/A
LOCATION/ADDRESS:	N/A
AUTHOR OF REPORT:	Manager of Works
SENIOR OFFICER:	Chief Executive Officer
DATE OF REPORT:	09 March 2021
PREVIOUS REPORT(S):	18 February 2021
DISCLOSURE OF INTEREST:	Nil
FILE REFERENCE:	CM.CO.1
ATTACHMENTS:	Nil

OFFICER RECOMMENDATION

Moved Cr

Seconded Cr

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

Carried 0/0

BRIEF SUMMARY

NIL

BACKGROUND/COMMENT

CONSTRUCTION CREW

- Seal widen (to 7m) 1.4km section of Jaloran Road to end of seal
- Woolorama preparation and clean up

UPCOMING WORKS

Seal widen 3km section on Dongolocking Road
Gravel sheet bolt road 3km section from Moore street North.
Footpaths and kerbing in various locations

ROAD MAINTENANCE

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

TOWN MAINTENANCE

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

PLANT / MACHINERY

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



COUNCILLOR'S INFORMATION

Date	Meter Reading (m3)	Pumping Rate (L/S)	Pressure Main Gauge (KPA)	Water Level (M)
Nalder Street Bore				
15-Sep-20	611955.00	2.08	375.00	27.70
05-Oct-20	615604.00	2.33	350.00	29.70
10-Nov-20	622010.00	3.10	350.00	26.50
10-Dec-20	625689.00	2.20	360.00	28.50
08-Jan-21	630995.00	2.16	350.00	38.20
09-Feb-21	636590.00	2.73	350.00	29.10
09-Mar-21	636590.00	2.73	350.00	29.10
5595				-9.1
Victor Street Bore				
15-Sep-20	705540.00	1.66	360.00	15.90
05-Oct-20	708327.00	1.66	350.00	15.80
10-Nov-20	713276.00	1.67	350.00	15.80
10-Dec-20	717212.00	1.67	325.00	16.50
08-Jan-21	720005.00	1.67	350.00	15.10
09-Feb-21	722907.00	1.66	350.00	11.70
09-Mar-21	722907.00	1.66	350.00	11.70
2902				-3.4
Warwick Street Bore				
15-Sep-20	572702.00	2.66	325.00	14.70
05-Oct-20	573294.00	2.66	350.00	14.60
10-Nov-20	575848.00	2.75	350.00	12.80
10-Dec-20	579039.00	2.66	350.00	15.20
08-Jan-21	581401.00	2.66	350.00	19.00
09-Feb-21	583120.00	2.66	350.00	10.20
09-Mar-21	583120.00	2.66	350.00	10.20
1719				-8.8

CONSULTATION/COMMUNICATION

NIL

STATUTORY/LEGAL IMPLICATIONS

NIL

POLICY IMPLICATIONS

NIL

FINANCIAL IMPLICATIONS

NIL

STRATEGIC IMPLICATIONS

NIL

VOTING REQUIREMENTS

Simple Majority



PLANT REPORT				Mar 2021		
PLANT	OPERATOR	PURCHASE DATE	KM / HOURS	SERVICE DUE	REGO	COMMS
ISUZU D-MAX WAGON P-01	B ATKINSON	29/10/2019		29,000	W.1	
ISUZU D-MAX WAGON P-02	B RODERICK	1/11/2018	48,853	55,000	W.001	
ISUZU D MAX P-04	A HICKS	17/11/2020	6,321	10,000	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		78,000	W.10000	
WCM LOADER P-09	REFUSE SITE	30/06/2012	3,141	1/02/2021	W.10292	
CAT GRADER P-10	R DERRICK	14/01/2021	222	250	W.284	
KOMATSU LOADER P-11	D HOYSTED	21/03/2018	2,841	2,900	W.10707	
KOMATSU GRADER P-12	S DESOUZA	15/01/2019	2,242	2,250	W.041	
ISUZU TRUCK P-14	S HISKINS	3/12/2019	30,254	40,000	W.1002	
BOMAG ROLLER P-15	VARIOUS	3/01/2008	9,217	9,220	W.7862	
ISUZU TRUCK P-16	VARIOUS	19/10/2010	87,706	100,000	W.1012	
KUBOTA MOWER P-18	M TITO	31/10/2019	155	200		
VIB ROLLER P-19	VARIOUS	3/01/2008	1,727	2,100	W.841	
JOHN DEERE P-20	VARIOUS	9/02/2006	3,845	4,000	W.9618	
ISUZU P-21	R DERRICK	17/03/2017	61,596	73,000	W.676	
JOHN DEERE P-22	A HOPKINS	10/08/2016	382	400	W.487	
TOYOTA UTE P-24	M TITO	17/11/2020	2,604	10,000	W.1010	
TOYOTA UTE P-25	A HOPKINS	25/11/2020	2,165	10,000	W.1001	
TRITON UTE P-26	S DESOUZA	14/11/2014	69,191	75,000	W.1022	
TRITON UTE P-27	J PRAETZ	6/11/2014	84,058	90,000	W.1007	
MAHINDRA P-38	L STANBRIDGE	21/01/2016	55,483	60,000	W.1044	
BOBCAT P-39	VARIOUS	17/09/2013	3,495	3,500	W.10553	
ISUZU TRUCK P-40	VARIOUS	29/03/2019	46,447	60,000	W.437	
ISUZU TRUCK P-42	J CHAMBERLAIN	6/02/2014	167,786	180,000	W.1015	
TORO MOWER P-43	M TITO	12/09/2013	1,011	1,050		
CAT BACKHOE P-47	VARIOUS	21/09/2015	5,425	5,500	W.10552	
TENNANT SWEEPER P-48	J PRAETZ	16/10/2015	2,060	2,120	W.10554	
MULTIPAC ROLLER P-49	VARIOUS	9/01/2017	2,449	3,000	W.860	
TOYOTA UTE P-50	T SIMMS	15/12/2017	35,523	40,000	W.924	
FORKLIFT P-51	VARIOUS	30/11/2018	16,382	30/11/2021	W.10729	
KUBOTA RTV P-52	VARIOUS	31/10/2019	260	400		
TOYOTA UTE P-85	VARIOUS	29/10/2020	2,925	10,000	W.863	
TOYOTA UTE P-94	J YATES	23/10/2019	25,148	30,000	W.10796	



12.4 MANAGER OF FINANCE

12.5 ENVIRONMENTAL HEALTH OFFICER/BUILDING SURVEYOR

12.5.1 ENVIRONMENTAL HEALTH OFFICER / BUILDING SURVEYORS REPORT – MARCH 2021

PROPONENT: N/A
OWNER: N/A
LOCATION/ADDRESS: N/A
AUTHOR OF REPORT: Environmental Health Officer / Building Surveyor
SENIOR OFFICER: Chief Executive Officer
DATE OF REPORT: 12 March 2021
PREVIOUS REPORT(S): 09 February 2021
DISCLOSURE OF INTEREST: Nil
FILE REFERENCE: PH.MO.1
ATTACHMENTS: Nil

OFFICER RECOMMENDATION

Moved Cr

Seconded Cr

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

Carried 0/0

BRIEF SUMMARY

Development Report

BACKGROUND/COMMENT

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

DEVELOPMENT APPLICATIONS

BUILDING PERMITS

Permit No.	Owner	Builder	Location	Description	Value	Fees
99868	Ross Diver	S Scardetta	10 Trent Street Wagin	S/F Carport	\$2,500	\$166.65
99869	David Hoystead	Owner	41 Stewart Street Wagin	S/F Garage	\$17,000	\$166.65

BUILDING FINALS (BA7)

- Lot 1000 (365) Wagin Dumbleyung Road Wagin - Gilmac Pty Ltd. – Solar Panels
- 1 Rifle Street (North) – Modular Dwelling

CERTIFICATES OF OCCUPANCY

Nil

EFFLUENT DISPOSAL SYSTEM – CERTIFICATE TO USE

Nil

BUILDING ISSUES

HEALTH/PLANNING/BUILDING ADVISE

- House replacement on Johnston Street – proposed owner inquired on what is involved to replace the burnt-out dwelling in Johnston Street and if she could reside in a caravan during construction.
- Building requirements for Lots 823,824 and 825 Richards Street – the Lots are in a flood prone area and finished floor levels would need to be established before any application could be considered.
- Telstra Corporation 1 Traverse Street – installation of ground-based antenna array – due to the complexed nature of the application an agenda item will be presented to Councils April meeting.
- Change of Building Class Lot 4531 Thompson Road – the building on site is currently a class 10 shed and would need a certificate of building compliance (CBC) issued by a Building Certifier before change of class is considered.
- Workers Accommodation Lot 1 (10) Vernon Street – as a result of the requirement to advertise under Councils Town Planning Scheme, a request has been received to view the application with no response being received from the request.
- Roof and Wall doctor – reroofing requirements for domestic dwellings and when is a Building Permit required – generally if the cladding is like for like, a Building Permit is not required, if they are changing from tile to tin, a permit is required. The reason for this is that the dynamics for wind loading changes and more scrutiny is given to the tie down mechanism.
- Proposed upgrade to Waratah facilities – discussions with the coordinator regarding appropriate architectural drawings and the approval process for the upgrades on class 9c building.
- State Health Incident Coordination Centre (SHICC) – the Health Directorate are in the process of organising appropriate regional facilities for the vaccine roll out. It was thought that the Medical Centre would be the better venue for the mass roll out but discussions with their staff indicate it would flood their normal routine. A more appropriate facility would be the Rec Centre due to its access, high through put and volume for parking.
- Change of Building Design – Lot 245 Great Southern Highway, English residence, the owner has requested a change in the structural design of the building, changes are consistent with the Building code of Australia.
- Discussions with the new owners of the Mitchell Hall regarding opening up a Pizzeria and Ice Cream bar on the western end of the building.
- Boundary issues Nenke Road – options relating to an original agreement between the two adjoining owners that have now moved on and what amicable arrangements can be considered in the future.



FOUR YEARLY PRIVATE SWIMMING POOL INSPECTIONS

At the time of this report, 18 privately owned swimming pools have been inspected out of the 78 listed, 7 have been decommissioned, generally, the inspected pools have been mostly compliant.

FOOD RECALLS/COMPLAINTS

Nil

FOOD SAMPLING

Nil

CONSULTATION/COMMUNICATION

Nil

STATUTORY/LEGAL IMPLICATIONS

Nil

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Associated Building and Health Fees

STRATEGIC IMPLICATIONS

Nil

VOTING REQUIREMENTS

Simple Majority



12.6 TOWN PLANNER REPORT

13. ANNOUNCEMENTS OF PRESIDENT AND COUNCILLORS

14. URGENT BUSINESS INTRODUCED BY DECISION OF THE MEETING

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

15.1 MEDICAL SERVICES AGREEMENT - IPN MEDICAL CENTRES PTY LTD & SHIRE OF WAGIN

PROPONENT:	IPN Medical Centres Pty Ltd
OWNER:	N/A
LOCATION/ADDRESS:	N/A
AUTHOR OF REPORT:	Chief Executive Officer
SENIOR OFFICER:	Chief Executive Officer
DATE OF REPORT:	5 March 2021
PREVIOUS REPORT(S):	Nil
DISCLOSURE OF INTEREST:	Nil
FILE REFERENCE:	LS.AG.1
ATTACHMENTS:	Nil

OFFICER RECOMMENDATION

Moved Cr

Seconded Cr

That Council invoke Clause 2 (b) the Medical Services Agreement with IPN Medical Centres Pty Ltd to extend the term of the agreement on the same terms and conditions as the initial term.

Carried 0/0



15.2 SETTING OF ANNUAL LEASE FEES – WAGIN AERIAL LANDING GROUND

PROPONENT:	N/A
OWNER:	N/A
LOCATION/ADDRESS:	Wagin Aerial Landing Ground Reserve 20595
AUTHOR OF REPORT:	Chief Executive Officer
SENIOR OFFICER:	Chief Executive Officer
DATE OF REPORT:	04 March 2021
PREVIOUS REPORT(S):	15 December 2020
DISCLOSURE OF INTEREST:	Cr G Ball – Financial Interest
FILE REFERENCE:	CP.MT.1
ATTACHMENTS:	Nil

OFFICER RECOMMENDATION

Moved Cr

Seconded Cr

1. That the annual ground market rent for sites at the Wagin Aerial Landing Ground (ex GST) be as follows, effective from the 1st July 2021:
 - Site 1 – (*Withheld*) - \$500.00
 - Site 2 – (*Withheld*) - \$500.00
 - Site 3 – (*Withheld*) - \$500.00
 - Site 5 – (*Withheld*) - \$500.00
 - Site 6 – Vacant - \$500.00
 - Site 7 – Vacant - \$500.00
 - Site 8 – Vacant - \$500.00
 - Site 9 – Vacant - \$500.00and that initial lease terms of 21 years be offered to lessees of these sites.
2. That the annual market rent for site 4 (hanger and workshop owned by the Shire and leased by (*Withheld*)) Ex GST be \$ 7900.00, effective from the 1st July 2021 and that an initial lease term of 12 months be offered to the lessee of this site.
3. That the required advertising for the disposition of land with respect to sites 1,2,3,4 and 5 in accordance with the provisions of the Local Government Act 1995 be carried out.
4. That the approval of the Hon Minister for Lands for Council to lease sites 1,2,3,4 & 5 be sought.

Carried 0/0



15.3 TENDER FOR LEASE OF CINEMA BUILDING – LOT 200 (6) TRENT STREET WAGIN

PROPONENT:	N/A
OWNER:	N/A
LOCATION/ADDRESS:	Lot 200 (6) Trent Street Wagin
AUTHOR OF REPORT:	Chief Executive Officer
SENIOR OFFICER:	Chief Executive Officer
DATE OF REPORT:	18 March 2021
PREVIOUS REPORT(S):	22 February 2021
DISCLOSURE OF INTEREST:	N/A
FILE REFERENCE:	LS.AG.1
ATTACHMENTS:	Nil

OFFICER RECOMMENDATION

Moved Cr

Seconded Cr

That the tender submitted by the *Betty Terry Community Theatre Inc* for the lease of Lot 200 Trent Street Wagin for a period of ten years be accepted.

That the proposed lease agreement between the Shire of Wagin and *the Betty Terry Community Theatre Inc* be endorsed by Council.

Carried 0/0



16. CLOSURE