



AGENDA

ORDINARY MEETING OF COUNCIL

25 MAY 2021



SHIRE OF WAGIN
NOTICE OF MEETING

Dear President and Councillors,

The next Ordinary Meeting of Council will be held

ON: Tuesday 25 MAY 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.

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In particular and without detracting in any way from the broad disclaimer above, in any discussion regarding any planning application or application for a licence, any statement or intimation of approval made by any member or officer of the Shire of Wagin during the course of any meeting is not intended to be and is not taken as notice of approval from the Shire of Wagin

The Shire of Wagin advises that anyone who has any application lodged with the Shire of Wagin shall obtain and should only rely on **WRITTEN CONFIRMATION** of the outcome of the application, and any conditions attaching to the decision made by the Shire of Wagin in respect of the application.

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 25 May 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	Shire President
Cr Greg Ball	Deputy Shire President
Cr Bryan Kilpatrick	
Cr Sheryll Chilcott	
Cr Wade Longmuir	
Cr Lyn Lucas	
Cr Jason Reed	
Cr David Atkins	
Cr Bronwyn Hegarty	
Bill Atkinson	Chief Executive Officer
Brian Roderick	Deputy Chief Executive Officer
Allen Hicks	Manager of Works
Emily Edwards	Executive Assistant

2.2 APOLOGIES

2.3 APPROVED LEAVE OF ABSENCE

Cr Geoff West

2.4 VISITORS

Mr Steve Mason	Field Solutions Group Representative
Ms Megan Henry	

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 27 APRIL 2021

COUNCIL DECISION

Moved Cr

Seconded Cr

That the Minutes of the Ordinary Meeting of Council held on Tuesday 27 April 2021 and circulated to all Councillors, be confirmed as a true and accurate record.

Carried 0/0

9.2 MINUTES FROM THE SPORTSGROUND PRECINCT REDEVELOPMENT STEERING COMMITTEE MEETING HELD 12 MAY 2021

COUNCIL DECISION

Moved Cr

Seconded Cr

That the Minutes of the Sportsground Precinct Redevelopment Steering Committee Meeting held on 12 May 2021 as attached, be received and the recommendations be adopted as decisions of Council.

Carried 0/0



MINUTES

SPORTSGROUND PRECINCT REDEVELOPMENT STEERING COMMITTEE

12 MAY 2021



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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 Sportsground Precinct Redevelopment Steering Committee Meeting held in the Wagin Recreation Centre, Wagin on Wednesday 12 May 2021 commencing at 5:35pm

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1. OFFICIAL OPENING

The Presiding Member, Cr Phillip Blight assumed the Chairperson position and opened the meeting at 5:35pm.

NB: Committee Members agreed to the presiding member assuming the position of chairperson for duration of the Sportsground Precinct Redevelopment Steering Committee appointment.

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

2.1 ATTENDANCE

Cr Phillip Blight	Shire President (chairperson)
Cr Wade Longmuir	Councillor
Howard Ward	Wagin Agricultural Society
Paul Powell	Wagin Agricultural Society
Bronwyn Hegarty	Wagin Bowling Club
Fiona Dawson	Wagin Pony Club
Kevin Spurr	Wagin Trotting Club
Stephen van Schalkwyk	Community Member
Cambell Clifton	Community Member
Donna George	Community Liaison Officer

2.2 APOLOGIES

Dwight Kellow	Wagin Hockey Club
Brendan Hall	Wagin Cricket Club
Brian Roderick	Deputy Chief Executive Officer

3. PETITIONS/DEPUTATIONS/PRESENTATIONS

Nil

4. DISCLOSURE OF FINANCIAL AND OTHER INTERESTS

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

Nil

4.2 DISCLOSURE OF PROXIMITY INTEREST – Local Government Act Section 5.6

Nil

4.3 DISCLOSURE OF IMPARTIALITY INTEREST – Administration Regulation Section 34c

Nil



5. CONFIRMATION OF PREVIOUS MEETING MINUTES

N/A

6. CORRESPONDENCE AND REPORTS

6.1 TERMS OF REFERENCE

PROPONENT/OWNER:	N/A
LOCATION/ADDRESS:	N/A
AUTHOR OF REPORT:	Deputy Chief Executive Officer
SENIOR OFFICER:	Chief Executive Officer
DATE OF REPORT:	7 May 2021
PREVIOUS REPORT(S):	Nil
DISCLOSURE OF INTEREST:	Nil
FILE REFERENCE:	CS.SP.25
ATTACHMENTS:	<ul style="list-style-type: none">• Terms of Reference Document

OFFICER RECOMMENDATION/COMMITTEE DECISION

Moved: Fiona Dawson

Seconded: Bronwyn Hegarty

That the Terms of Reference for the Wagin Sportsground Precinct Re-development Steering Committee be acknowledged by the Committee.

Carried 9/0

BRIEF SUMMARY

For the Committee to acknowledge the Terms of Reference pertaining to the role of the Wagin Sportsground Precinct Re-development Steering Committee.

BACKGROUND/COMMENT

Staff have prepared the enclosed Terms of Reference document for the steering committee; the document was adopted by Council at the April 2021 Ordinary meeting of Council.

The Terms of Reference not only clearly outlines the role and purpose of the Committee but also the term, membership, responsibilities and meeting information and how meetings will be conducted.

The steering committee need to acknowledge and become familiar with the Committee Terms of Reference as it will guide them through the committee process. Council may alter the Terms of Reference but only after consulting the Steering Committee.

CONSULTATION/COMMUNICATION

Nil

STATUTORY/LEGAL IMPLICATIONS

Nil

POLICY IMPLICATIONS

Nil



FINANCIAL IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

Nil

VOTING REQUIREMENTS

Simple

Wagin Sportsground Precinct Re-Development Steering Committee



Terms of Reference

1. Role/Purpose

The role of the Steering Committee is to provide Council with recommendations to Council on the implementation of the *Wagin Sportsground Precinct Re-development Masterplan*.

2. Term

This Terms of Reference will take effect from adoption by Council continue until the completion of the Sportsground Precinct Re-development or until Council deems the Committee is no longer required.

3. Membership

The Steering Committee will comprise:

- The Shire of Wagin President and one other Shire Councillor
- Two representatives of the Wagin Agricultural Society
- One representative of the Wagin Bowling Club
- One representative of the Wagin Tennis Club
- One representative of the Wagin Hockey Club
- One representative of the Wagin Cricket Club
- One representative of the Wagin Pony Club
- One representative of the Wagin Trotting Club
- Two representatives of the Wagin community

4. Roles and Responsibilities

The Steering Committee will:

- Determine which elements of the Sportsground Masterplan Option 5 will be implemented.
- Prioritise the elements of Option 5 in order of importance and logical sequence, the deliverable from this item showing priority and likely stages.
- Recommend design elements of the proposed new Clubhouse and other required building structures.
- Identify what Memorandum of Understandings or Agreements will be required between the affected organisations.
- Assist and have input in the operating model of the new Sports Club Hub, including operational income, expenditure and future replacement of sporting infrastructure and equipment.

The membership of the Steering Committee will commit to:

- Attending all scheduled Steering Committee meetings.
- Working cohesively in a conciliatory fashion with other members.
- Council Administration will provide secretarial support to the providing agendas, minutes and briefing materials.

•

5. Meetings

- The chairperson will be the Shire of Wagin President.
- The quorum required is six members.
- Normal meeting procedure will be followed, with the Chairperson having the casting vote.
- Meetings will be held as required by the chair or requested by 3 or more members. Monthly meetings may be desirable.
- Meetings will be held Wagin Recreation Centre Members Lounge

6. Amendment, Modification or Variation

Council may alter the Terms of Reference as it sees fit in consultation with the Steering Committee.



6.2 WAGIN SPORTSGROUND AND RECREATION PRECINCT MASTERPLAN - FEASIBILITY STUDY REPORT

PROPONENT/OWNER:	N/A
LOCATION/ADDRESS:	N/A
AUTHOR OF REPORT:	Deputy Chief Executive Officer
SENIOR OFFICER:	Chief Executive Officer
DATE OF REPORT:	7 th May 2021
PREVIOUS REPORT(S):	Nil
DISCLOSURE OF INTEREST:	Nil
FILE REFERENCE:	CS.SP.25
ATTACHMENTS:	<ul style="list-style-type: none"> • Precinct Masterplan – Feasibility Study Report (Under Separate Cover)

COMMITTEE ACTION

Committee members requested to review the list on page 33 of the Masterplan, put the items in the order which they see as most important to least important (1 being most important and 17 being the least important) and submit their preferred order to the Community Liaison Officer by 8th June 2021 and the compiled list be distributed to committee members at the next meeting.

OFFICER RECOMMENDATION/COMMITTEE DECISION

Moved Cr Wade Longmuir

Seconded: Howie Ward

That the Sportsground and Recreation Precinct Masterplan – Feasibility Study Report be considered and reviewed by the Committee.

Carried 9/0

BRIEF SUMMARY

For the Committee to undertake necessary review of the Wagin Sportsground and Recreation Precinct Masterplan- Feasibility Study report to then make necessary recommendations to Council regarding the progress of the development.

BACKGROUND/COMMENT

In August 2020 the final Wagin Sportsground and Recreation Precinct Masterplan- Feasibility Study report. was received and endorsed by Council. This was after a number of years of community consultation and engagement of CCS Strategic consulting firm to facilitate the process and develop the final plan.

Section 8 of the plan details Council’s preferred Option 5. The Committee will need to determine which elements of the Sportsground Masterplan Option 5 will be implemented and prioritise the elements of Option 5 in order of importance and logical sequence, the deliverable from this item showing priority and likely stages.

The chosen elements will determine the footprint of the redevelopment area which will also determine the area that requires surveying by a licensed surveyor. This survey will detail all the underground services that will impact any development.



At this meeting it may be prudent to only review the document with any recommendations to be determined at the next meeting.

CONSULTATION/COMMUNICATION

Nil

STATUTORY/LEGAL IMPLICATIONS

Nil

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

Nil

VOTING REQUIREMENTS

N/A

**FEASIBILITY STUDY
REPORT**

SPORTSGROUND and RECREATION
PRECINCT MASTERPLAN

for



August 2020

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EXECUTIVE SUMMARY

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

The changing nature of the community, the local economy, community expectations and the ageing of multiple facilities within the precinct has caused the Shire to investigate opportunities improvements across the precinct. Despite numerous attempts to prepare a definitive redevelopment plan, including a community facilities study in 2011, the lack of consensus surrounding development direction has hampered the process.

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

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

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

Option 5 shows that the site can accommodate the footprint of the proposed facilities. Caution is issued, however, noting that the exact location of the new pavilion and playing facilities is subject to site survey and the location of existing services. The area could potentially be impacted by service runs requiring easements. Additionally, the proposed sporting hub development will sit across multiple land parcels. It is recommended that these parcels be amalgamated into one parcel suitable for lease and that further boundary rationalisation be undertaken to simplify land holdings for the Shire, the Agricultural Society and those parcels in joint or trust ownership.

The new social hub requires the demolition of the old scout hall building, currently used as a clubroom by hockey and cricket and as the security HQ during Woolorama. There is unanimous support for the removal of this building. The new social hub also requires demolition of the adjacent education pavilion and grandstand. There had been some support for this building to be demolished or at least repurposed and refurbished.

We remain firmly of the view that the economic viability of Woolorama is essential to the town and the future accommodations within the precinct need to protect their future growth and operational requirements. Development options for the staging of Woolorama are shown in Option 5. Masterplans 1 to 4 proposed the extension of Rifle North Road to Arthur Road as a means of rationalising traffic flows during Woolorama. This road construction option has been replaced with the extension of Kitchener Street (the main east-west link through the precinct) further west to connect to Great Southern Highway as part of the Shire instruction. Our records show the affected land is owned freehold by the Agricultural Society. Should this road be approved and constructed it would be appropriate to acquire the site, effect a land swap or secure perpetual right of access to the community.

The replacement of the existing Merino and British Breeds pavilions with a new combined pavilion adjacent to a new site entry gate, remains part of the masterplan; and the area currently occupied by the sheep pavilions is released to create an entertainment and food and beverage service hub. The Ray Johnson pavilion, previously considered for replacement, is to be retained. The existing horse stalls for trotting are proposed for demolition, to be replaced with new multipurpose stalls that serve both trotting and cattle displays during Woolorama.

The new social hub renders the existing tennis and bowls facilities redundant. The Pony Club is identified as a potential user of the existing tennis clubhouse, however, there is no immediate tenant or alternative purpose identified for the bowls clubhouse. Both the tennis courts and the bowling greens will become unserviceable and redundant in the short term and are best removed. The Pony Club may consider relocating their dressage arena onto the existing tennis courts to give viewing from the clubhouse prior to covering the arena.

Further studies should be undertaken to repurpose or redevelop the areas currently occupied by the bowls and tennis facilities.

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1.0 INTRODUCTION

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

The changing nature of the community, the local economy, community expectations and the ageing of multiple facilities within the precinct has caused the Shire to investigate opportunities improvements across the precinct. Despite numerous attempts to prepare a definitive redevelopment plan, including a community facilities study in 2011, the lack of consensus surrounding development direction has hampered the process.

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

A draft feasibility report and new master plan options, 1 to 4 together with an order of probable cost for each option were presented to Council and community for consideration and comment. Feedback from the workshop presentations was then considered including an instruction from the Shire regarding the creation of a new tennis, bowls, cricket and hockey social hub and associated playing facilities. This is a new option, not previously presented.

The final master plan, now presented as Option 5, provides a new social hub at the western end of the precinct for cricket and hockey (focused on the main oval) and tennis and bowls, requiring new synthetic surface playing facilities to be established around the clubhouse. This option proposes the use of the tennis courts as a synthetic turf training facility for hockey, noting that inherent in this design is a decision not to pursue the development of a full-size synthetic hockey pitch. Future development options for Woolorama are shown in Option 5, however, the extension of Rifle North Road as a means of rationalising traffic flows during Woolorama has been replaced with the proposed extension of Kitchener Road as the main east-west link through the precinct all the way to Great Southern Highway.

2.0 NEEDS ASSESSMENT SUMMARY

The full detail of the Needs Assessment can be read in the report for part 1 of the study. It is summarised here to provide easy reference for the feasibility assessment that follows.

2.1 Key findings

- Wagin has a population of just 1,865¹ residents which is forecast to diminish over time
- The Wagin community has an average age of 49, compared to the state average of 36
- Wagin has a surfeit of community facilities, many are underutilized, many are ageing
- The Shire and the community see a need to improve the sportsground precinct
- A key focus for the community is to establish a social hub for sporting groups
- Woolorama is a key economic, social and cultural undertaking for the town and its needs are integral to the future of the precinct

¹ ABS Census 2016

- Successful showgrounds around the nation are easy to navigate and characterised by large pavilions with diverse and flexible accommodations
- Key considerations for the precinct masterplan include function and amenity for all patrons and conditions, ease of access and movement throughout the precinct and recognition of the character of the precinct and its context within the town.
- Wagin offers suitable facilities for participation in all the top 16 activities as recorded by AusPlay2 (except surfing), albeit some facilities are ageing and in need of repair or replacement
- The local community significantly exceeds average participation rates in all measured activities, except for golf.
- AFL has the highest participation rate with 120 players representing 6.4% of the community.
- The traditionally Australian nature of the community is echoed by the fact that there is no soccer played in Wagin, despite it being the most popular team sport in the state.
- Despite a desire to establish a synthetic turf for hockey the community is unable to demonstrate a capacity to maintain the facility and acknowledges that it would harm the viability of the turf in Narrogin

2.2 Failed Facilities

There are several facilities within the precinct that are acknowledged by the community to be at or nearing the end of their useful design life. Decisions must be taken to remove, refurbish or replace them. The number preceding each item refers to the location plan included as attachment 1.

1a. Cricket pitch in main oval	41. Public toilet blocks a and b
2. Bowling green B	42. CWA dining room
3. Synthetic tennis courts	43. Stockman's bar
4. Tennis hit-up wall	44. Merino pavilion
31. Trotting association stables	45. British breeds pavilion
34. First aid room	Sports lighting to main oval
39. Education pavilion	Broadcast / Commentators box

2.3 Future needs

The following needs were identified in the part 1 report and have been acknowledged and affirmed by the community during presentation of the Needs Assessment Report.

Activity	Facility requirements
Holistic view	To develop a social hub in the community, preferably within the sportsground precinct (includes a licensed premise) Sportsground precinct needs to respond to both the operational needs of the annual Woolorama event and the day to day needs of the resident clubs Precinct facilities need to be actively managed/coordinated to optimise use A larger more attractive children's playground

² Sport Australia participation survey in sport and physical activity

	Enhanced facilities for caravan and camping – power, water, sullage Rationalisation of the Shire's numerous heritage buildings that are underutilised and expensive to maintain
Darts	Licensed venue with 4 boards – exclusive use or quiet space for competition days
Agricultural Society	New pavilions for Merinos and British Breeds with grassed display arenas Improved traffic management plan for bump-in days Replacement of old scout hall (security operations) Replacement of Exhibition building/grandstand (education) Creation of clear pedestrian flows to anchor displays Beautification of the precinct Site masterplan that links operation to vision (refer to workshop summary)
Bowls	Replacement of Green A now Replacement of Green B within 5-10 years Aim for 8-10 rinks under lights Refurbishment or replacement of the Clubhouse Interested in shared/combined use
RSL	No future requirements – potential amalgamation into social hub
Pony	Covered dressage arena Retention of stock yards and washdown bays Clubhouse improvements or alternative clubhouse accommodation Readily accessible float parking area Potential accommodation for RDA
Netball	Vinyl floor repair in recreation centre sports hall
Tennis	6 (ideally 8) lit synthetic turf courts – required within 5 years Improved or alternative clubhouse facilities Hit-up wall Children's playground area
Basketball	No facility improvements required for indoor play – remove external hardcourts
Youth Centre	Ongoing improvements as funds permit
Rodeo	No requirements specified to date
Cricket	New synthetic turf wicket Improved Clubhouse facilities Spectator proximity clubhouse to playing field
Hockey	Synthetic turf playing field – lit Improved Clubhouse facilities with changerooms and showers Spectator proximity clubhouse to playing field
Football	Improved drainage in south west corner of the grassed playing field New commentary box – shared with Trots
Trotting	Replacement of existing 80 stables/ stalls Additional 20 stalls to make 100 in total New commentary/judges' box – shared with football Upgraded track lighting – to be shared with football and supported by RWWA
CWA	Ongoing maintenance of main clubhouse and sportsground precinct buildings
Historical Village	Ongoing maintenance and improvements within the Village site. Opportunity to establish a permanent vintage caravan display as part of the Village
District Club	No future requirements – potential amalgamation into social hub

Golf Club	Lack of membership is hampering ambition – dam needs work to allow reticulating the course
Gun Club	Collection and removal of lead shot waste
Overflow caravan and camping facilities for events	Rationalisation of existing amenities and layout within the precinct to provide <ul style="list-style-type: none"> • Additional powered sites • Water connection points • Sullage dump point • Ablution block

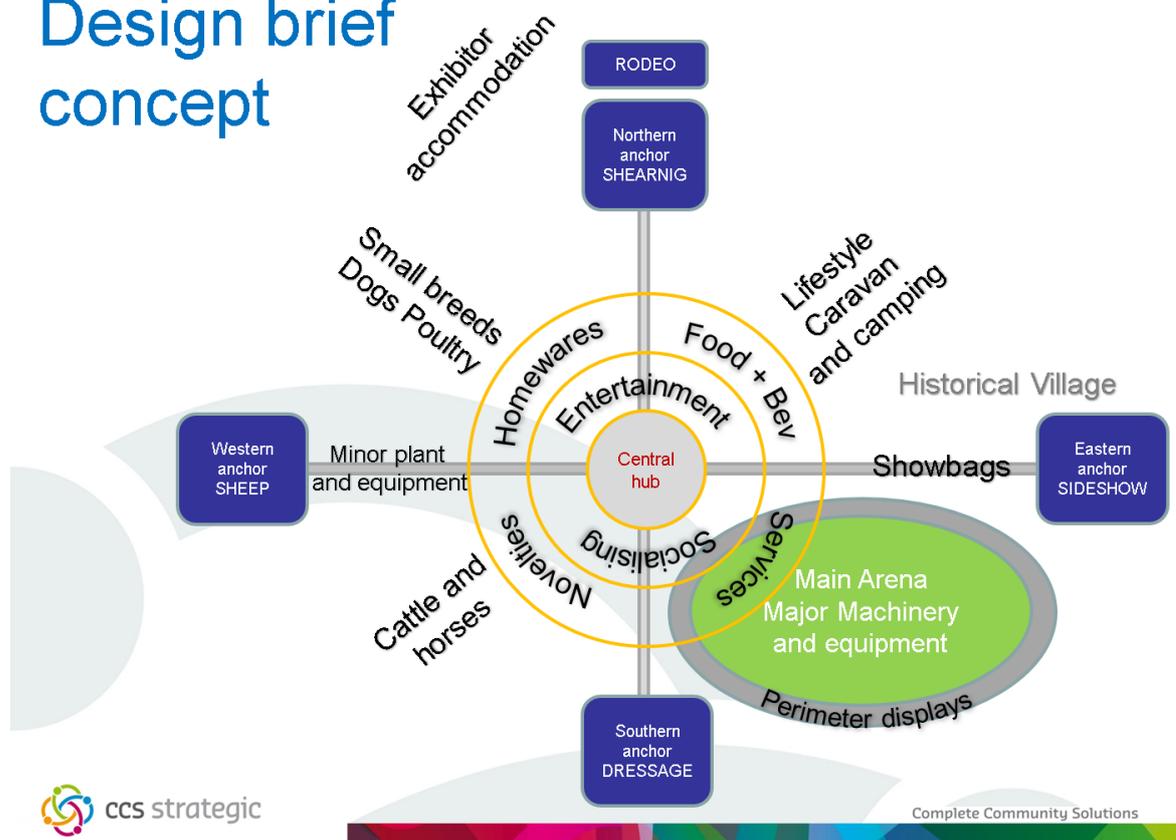
3.0 DESIGN BRIEF

The following description was developed as part of the Needs Assessment report and provided to ADC Projects for design interpretation.

Overview

- Create a highly legible and easily accessible and trafficable sportsground precinct that allows for the future growth and development of Woolorama as a priority
- Identify a series of anchor activity nodes that highlight Woolorama attractions within the precinct
- Create a central hub for social activity including food and beverage services and entertainment
- Consolidate sporting activity where possible, particularly in regard to shared use social facilities.

Design brief concept



Exclusions

- It was generally agreed that the precinct master plan would not seek to accommodate a full size synthetic hockey turf due to the size imposition, the initial capital cost, the annual operational and eventual surface replacement cost, as well as the likely adverse effect on the neighbouring Narrogin turf.
- Due to its poor condition, the old scout hall (currently used as a hockey / cricket pavilion and as the security service headquarters during Woolorama) is to be demolished immediately without consideration of replacement.

Inclusions

New elements proposed to be added to the precinct include:

- Formal welcoming entry statements at the gates, particularly for Woolorama
- A dedicated service access point for livestock, separate to the public traffic flow
- Seating, shade and shelter along pedestrian routes within the precinct
- New horse stalls – additional 20 to achieve 100 on site
- Clearly defined areas and services (power, water, drainage) for exhibitor camping

Improvements

The following items are proposed to be included in the master plan

- Shelter over the equestrian dressage arena
- Trotting track / sports field lighting upgrade
- Drainage to the south western corner of the main oval
- Replace vinyl floor in the recreation centre sports hall
- Refurbished tennis clubhouse
- Refurbished bowls clubhouse
- Refurbished equestrian Clubhouse

Replacements

- Bowling green – new 40m x 40m (8 rink) lit synthetic grass green proposed
- Tennis courts – 6-8 new lit synthetic grass courts proposed
- Horse stalls – replace existing 80 stalls
- Commentators / Judges box
- Synthetic cricket wicket
- Merino pavilion
- British breeds pavilion
- Education pavilion and grandstand
- First aid station – new facility in alternative location

4.0 SOLUTIONS MATRIX

Design consideration	Solution 1	Solution 2
Create a highly legible and easily accessible and trafficable sportsground precinct that allows for the future growth and development of Woolorama as a priority	Establish north-south and east-west axes for pedestrian access and separate service vehicle route	Formalise existing roads and pathways
Identify a series of anchor activity nodes that highlight Woolorama attractions within the precinct	N - shearing S - equestrian E - sideshow W - sheep	Alternative anchors to be identified
Create a central hub for social activity including food and beverage services and entertainment	Remove sheep pavilions to the west	Combine both pavilions as one
Consolidate sporting activity where possible, particularly with regard to shared use social facilities.	Football cricket and hockey to share recreation centre	Cricket and hockey to share Eric Farrow pavilion
	Combine tennis and bowls in existing tennis clubhouse	Relocate tennis and bowls to Golf club to create a country club
Inclusions	Solution 1	Solution 2
Formal welcoming entry statements at the gates, particularly for Woolorama	Common entry gate design for all active entrances	Designates 'main entry' design different to others
A dedicated service access point for livestock, separate to the public traffic flow	Use entry 1 for all livestock delivery	Create new livestock entry on Rifle North Rd
Seating, shade and shelter along pedestrian routes within the precinct	Create service nodes along axes	Add trees or shade shelters with seats
New horse stalls – additional 20 to achieve 100 on site	Remove from current location	Horse stalls serve as Woolorama cattle stalls
Clearly defined areas and services (power, water, drainage) for exhibitor camping	Set power and water supply points in amongst trees to create defined camping bays	Add common dump and drainage points

Improvements	Solution 1	Solution 2
Shelter over the equestrian dressage arena	Cover existing arena	Relocate arena as southern anchor
Trotting track / sports field lighting upgrade	As proposed	Focus lighting on active playing fields in winter season

Drainage to the south western corner of the main oval	Remediate by regular top dressing	Remediate by installing ag drains
Replace vinyl floor in the recreation centre sports hall	When funding is available	
Refurbished tennis clubhouse	Refurbish in-situ	Relocate to Golf Club
Refurbished bowls clubhouse	Refurbish in-situ	Relocate to Golf Club
Refurbished equestrian Clubhouse	Relocate adjacent to arena	Take-over tennis clubhouse
Replacements		
Bowling green – new 40m x 40m (8 rink) lit synthetic grass green proposed	Replace in-situ	Relocate to golf Club
Tennis courts – 6-8 new lit synthetic grass courts proposed	Replace in-situ	Relocate to golf Club
Horse stalls – replace existing 80 stalls	Extend existing cattle stalls	Build new stalls complex
Synthetic cricket wicket	Replace in-situ	Install in football oval
Merino pavilion	Relocate west	Relocate west as one large pavilion
British breeds pavilion	Relocate west	
Education pavilion and grandstand	Convert Merino pavilion for education	Use marquee for the Woolorama event
First aid station	New facility in alternative location	Area in a proposed new building
Security headquarters	Use existing tennis clubhouse	Use existing bowls clubhouse
Other considerations		
Landscaping and precinct seating	Make use of natural shade and plant more trees – add seats	Install shade shelters – add seats

5.0 PRECINCT MASTER PLAN OPTIONS 1 to 4

Four alternative precinct master plans (1, 2, 3 and 4) were prepared based on the design brief and solutions matrix described above and presented to the Council and the community. A series of additional design options were also presented including the addition of changerooms to the Eric Farrow pavilion to accommodate cricket and hockey, a precinct landscaping plan, a proposal to rationalise the multitude of land parcels through a process of amalgamation and boundary adjustments, and a concept for the relocation of bowls and tennis to the golf club.

These design options are shown below.

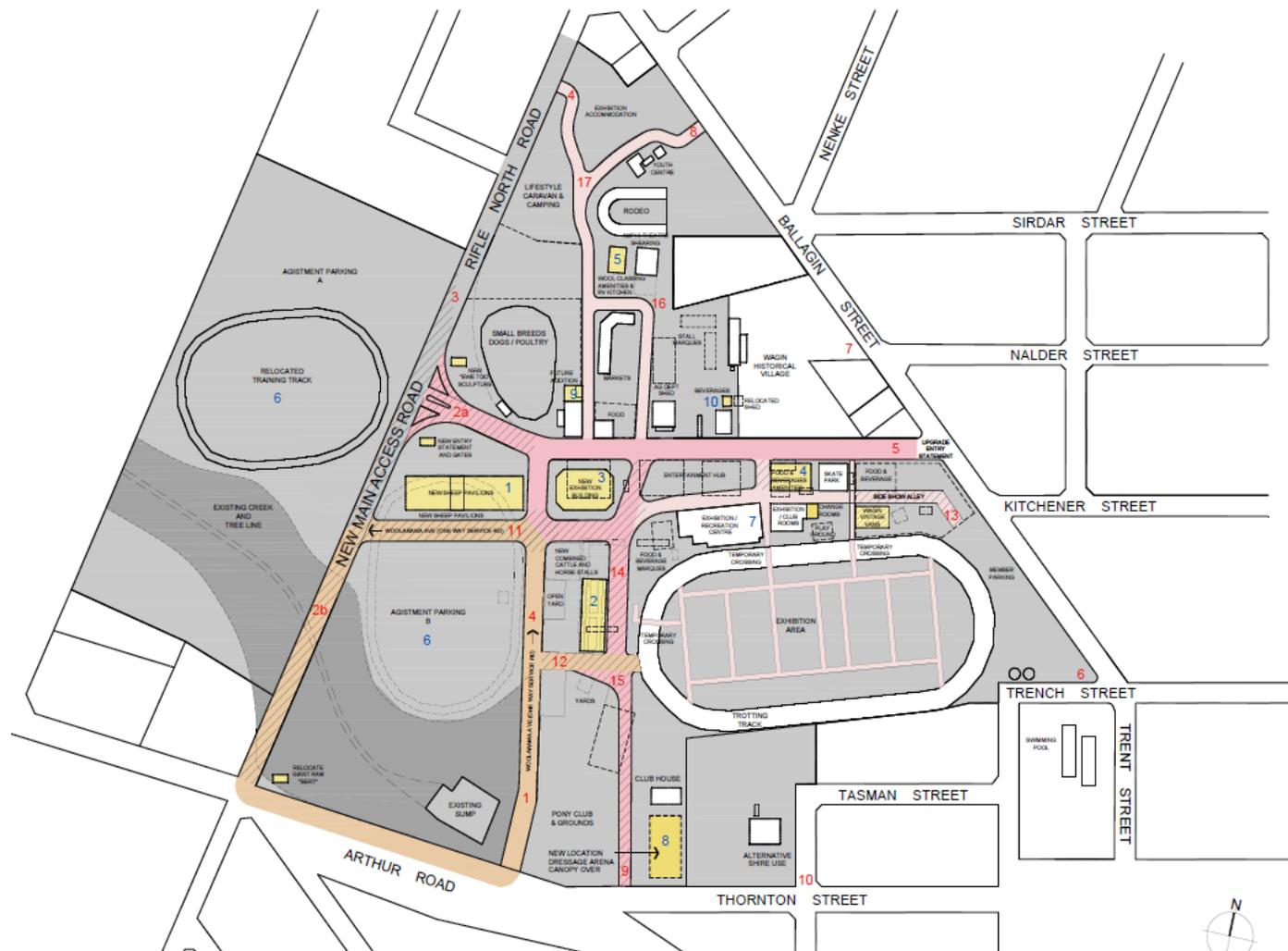
Consistent across all precinct master plan options are the following design elements. The numbers shown against the design elements are those on the masterplan options shown below or the site map and precinct legend included as an attachment.

1. Alternations and improvements to the road network
 - (2a) Creation of a new T junction and western entry to the precinct
 - (2b) Southerly extension of Rifle North Road to Arthur Road
 - (11) Creation of Woolorama Ave running east-west, a one-way service road connecting from the rear of the Ray Johnson Pavilion to Rifle North Road
 - (12) Formalisation of a service road linking the main arena to the north-south leg of Woolorama Ave
 - (13) Easterly extension of the internal service road running between the basketball courts and the Education Pavilion to service the proposed side show alley location
 - (14) Upgrade of the internal road running north-south through the existing trotting stables area from Kitchener Street to the new (12) service road
 - (15) Creation of a service road extending from the main arena south to Thornton Street for options 1 and 4 or south and east to Tasman Street for options 2 and 3
 - (16) Minor upgrades (reseal) to the service road extending north from Kitchener Street to the Shearing Pavilion and turning west
 - (17) Formalisation of the road extending north from Kitchen Street to the Rodeo Arena, Youth Centre and gates 4 and 8.
2. Demolition of existing infrastructure
 - (6) Dressage arena – only if it is to be relocated
 - (29) Equestrian clubhouse – function to relocate to existing tennis clubhouse
 - (31) Horse stalls – trotting, to be replaced with multipurpose stalls
 - (34) First Aid Room – to be replaced with a permanent facility
 - (40) Old scout hall/ cricket-hockey pavilion – function to relocate to Rec Centre or Eric Farrow pavilion
 - (41b) Public toilet block – to be replaced with new facilities in new buildings
 - (41c) Public toilet block – to be replaced with new facilities in new buildings
 - (42) CWA building – to be replaced with new hospitality hub facilities
 - (43) Stockman's bar – to be replaced with new hospitality hub facilities
 - (44) Merino Pavilion – to be replaced with new combined sheep pavilion 1
 - (45) British Breeds pavilion – to join Merinos in new combined sheep pavilion 1
 - (46) Ray Johnson Pavilion – to be replaced with new larger contemporary exhibition pavilion
3. Proposed future developments
 - (1) Construction of a new Sheep pavilion for both British Breeds and Merinos with a grassed exhibition space on the northern face of the building
 - (3) Construction of a new larger contemporary exhibition building to replace the Ray Johnson pavilion – including new public toilets to replace 41(c)

- (4) Construction of a new U-shaped hospitality hub for food and beverage services comprising kitchen and large cool rooms for food and beverage storage on the middle section and multiple service counters on the legs of the U, food to the right and drinks to the left opening onto some permanent and some temporary shaded alfresco areas
- (5) Construct a new wool classing pavilion located adjacent to the Shearing Pavilion to co-locate 'wool off the sheep' activities
- (6) Relocation of the equestrian training track to the west of Rifle North Road
- (7) Construct changeroom facilities at Eric Farrow to accommodate cricket and hockey using Eric Farrow as a clubhouse
- (8) Relocated equestrian arena from existing location and orientation to either align north-south for improved road access (Option 4), or relocate to existing tennis courts to allow viewing from the new pony clubhouse (Options 1 and 2)
- (8) Roof over equestrian arena in all options
- (9) Extended poultry pavilion to cater for additional exhibitors or exhibit types
- (10) Relocated shed to assist with boundary adjustments
- (11) Relocated Skate park to make improve alignment to youth activities on site:
Option 2 – near the youth centre at gate 8
Option 3 – near the swimming pool at gate 6

The key variations among the design options 1, 2, 3 and 4 relate to:

- (11) The position of the Skate Park
- (8) The position of the Equestrian Arena – and the associated alignment of road 15
- (7) The use of the Eric Farrow Pavilion for cricket and hockey (which requires the addition of changerooms) or the Recreation Centre (which requires some modifications to the existing changerooms)
- (12) The refurbishment and extension of the existing Bowls Clubhouse to accommodate Bowls and Tennis
- (13) The construction of a new 8 rink lit synthetic surface bowling green
- (14) The construction of 6 new lit synthetic surface tennis courts adjacent to the expanded bowls clubhouse
- (WCC) the proposal to relocate bowls (construct a new 8 rink lit synthetic green) and tennis (6 lit synthetic courts) to the golf course to create a Country Club with minor modifications to the existing clubhouse.



- LEGEND - ROAD TYPES
- PASSENGER & COMMERCIAL VEHICLES
 - HEAVY SERVICE VEHICLES
 - PEDESTRIAN PRIORITY
 - NEW ROADS

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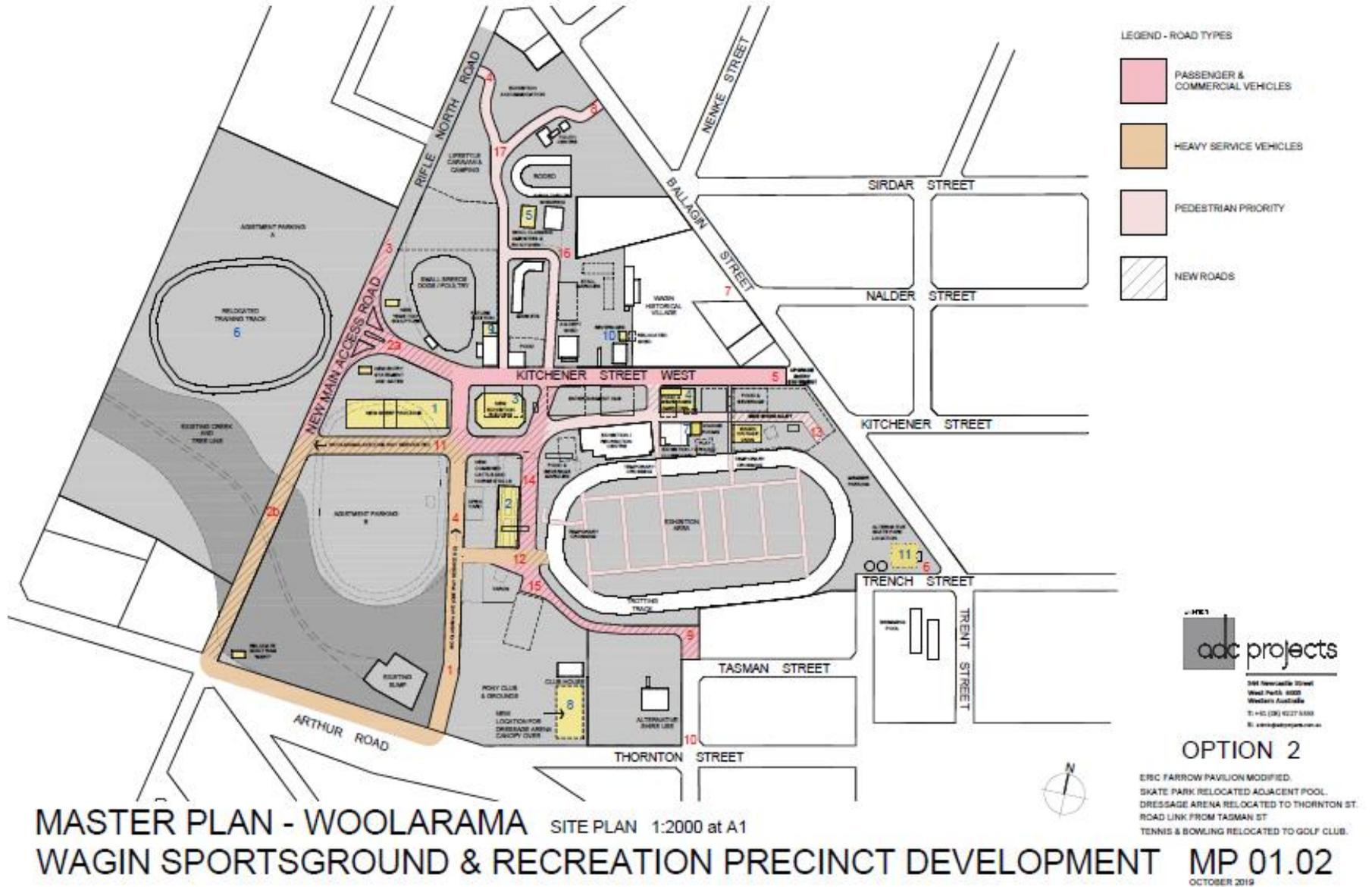
MASTER PLAN - WOOLARAMA SITE PLAN 1:2000 at A1

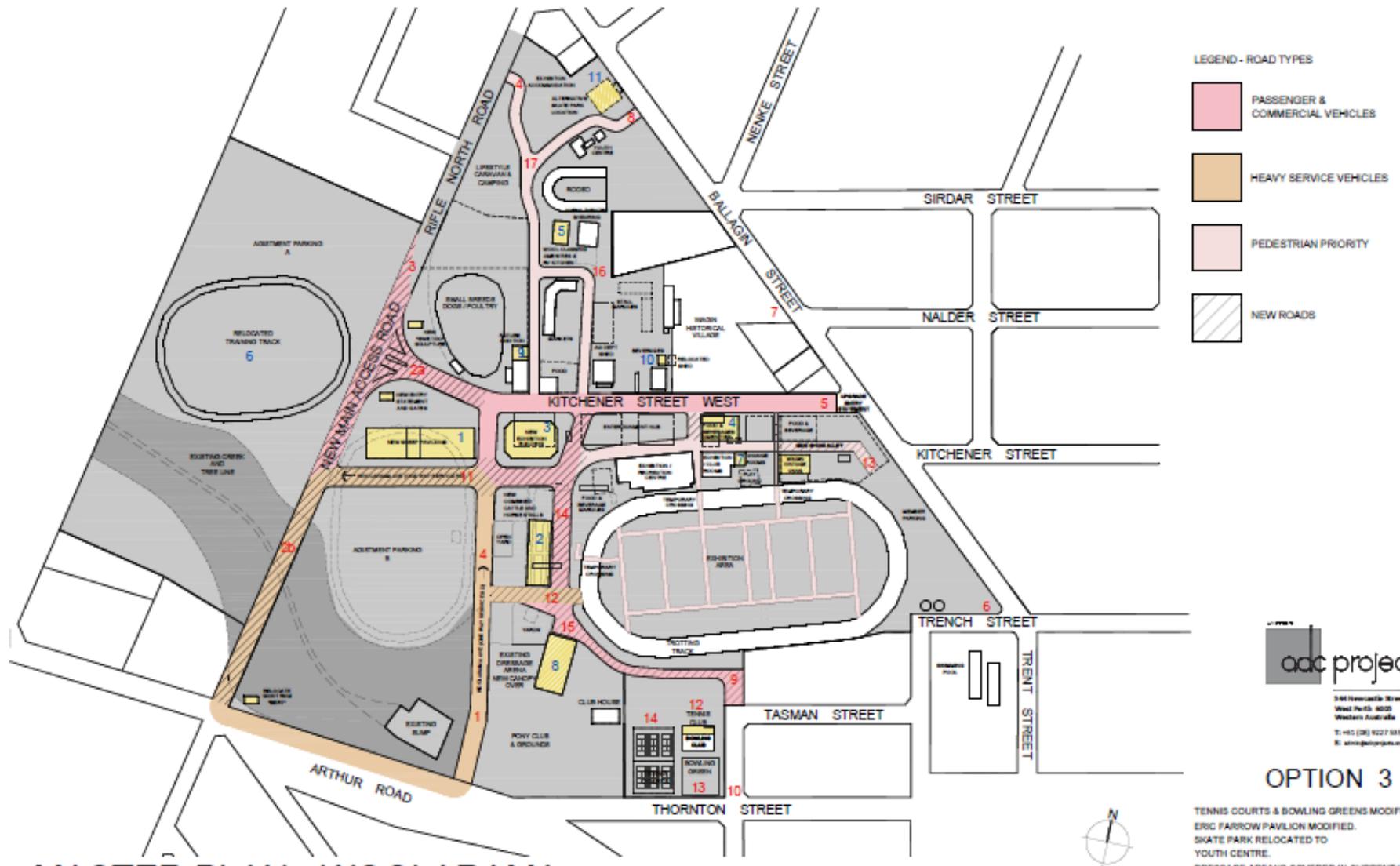
WAGIN SPORTSGROUND & RECREATION PRECINCT DEVELOPMENT

OPTION 1
 DRESSAGE ARENA RELOCATED TO THORNTON ST
 SKATE PARK RETAINED
 ERIC FARROW PAVILION MODIFIED
 TENNIS & BOWLING RELOCATED TO GOLF CLUB
 ROAD LINK FROM THORNTON ST

MP 01.02

OCTOBER 2019





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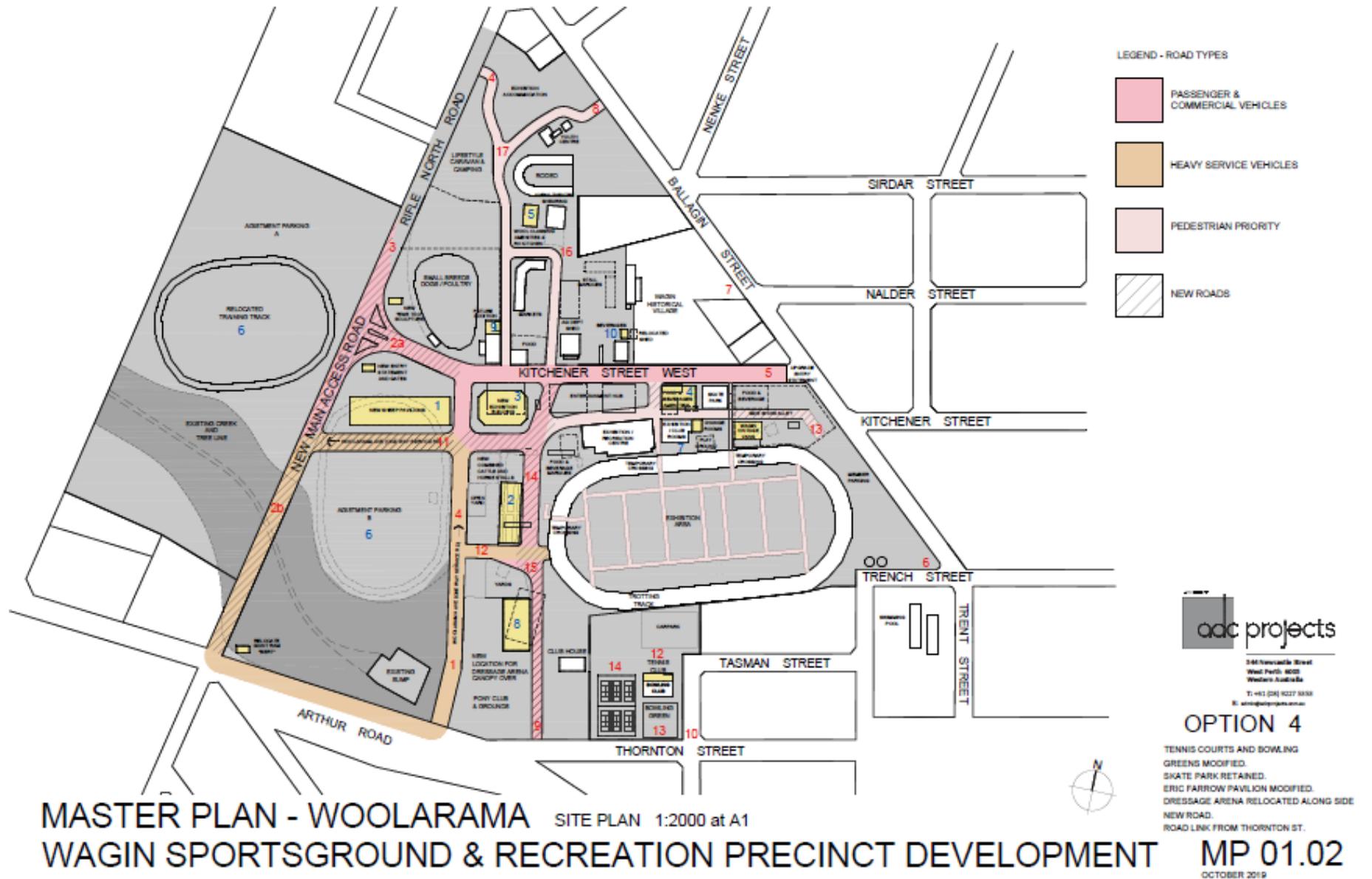
OPTION 3

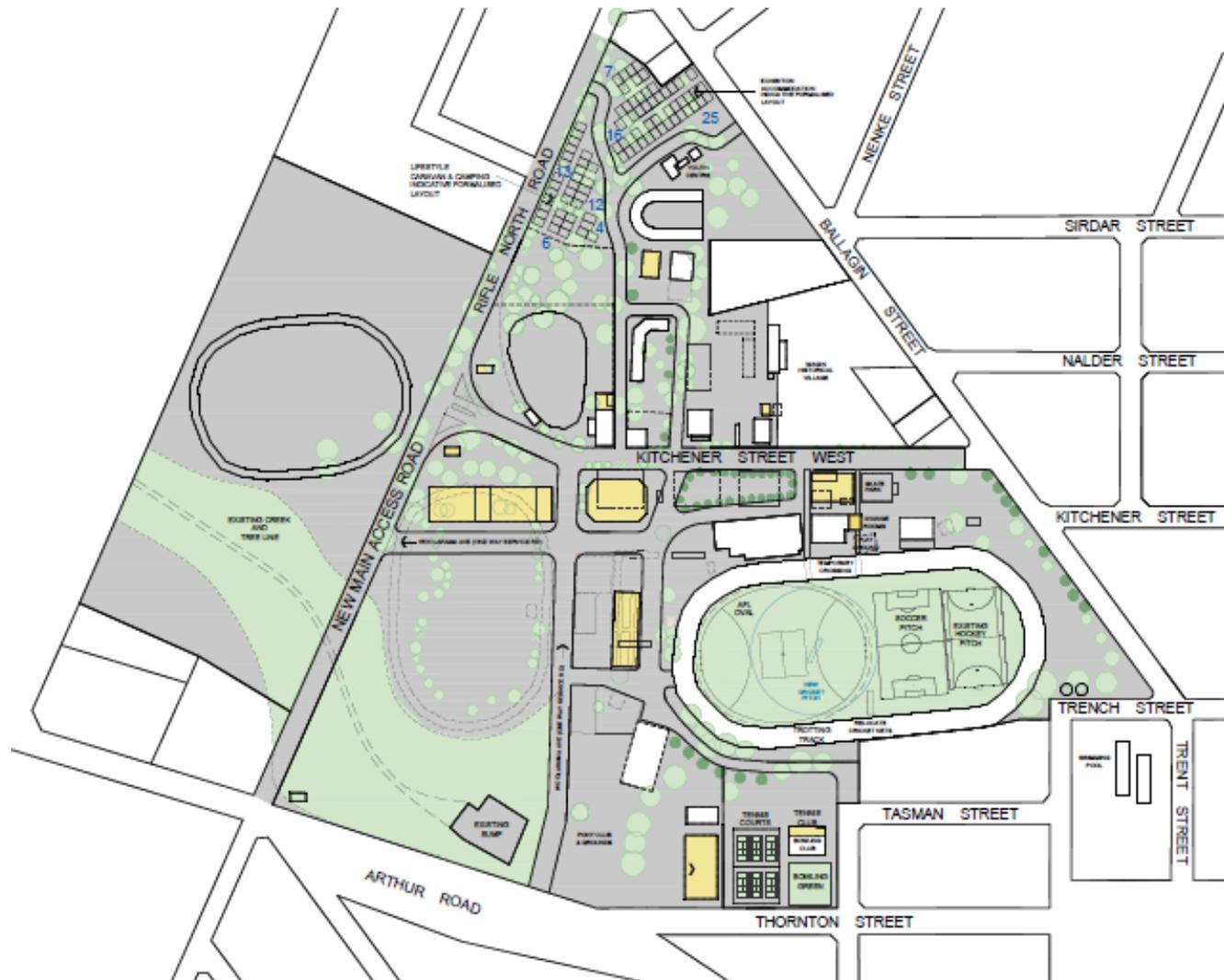
TENNIS COURTS & BOWLING GREENS MODIFIED.
 ERIC FARROW PAVILION MODIFIED.
 SKATE PARK RELOCATED TO YOUTH CENTRE.
 DRESSAGE AREAS COVERED IN CURRENT LOCATION.
 ROAD LINK FROM TASMAN ST

MASTER PLAN - WOOLARAMA WAGIN SPORTSGROUND & RECREATION PRECINCT DEVELOPMENT

SITE PLAN 1:2000 at A1

MP 01.02
 OCTOBER 2019

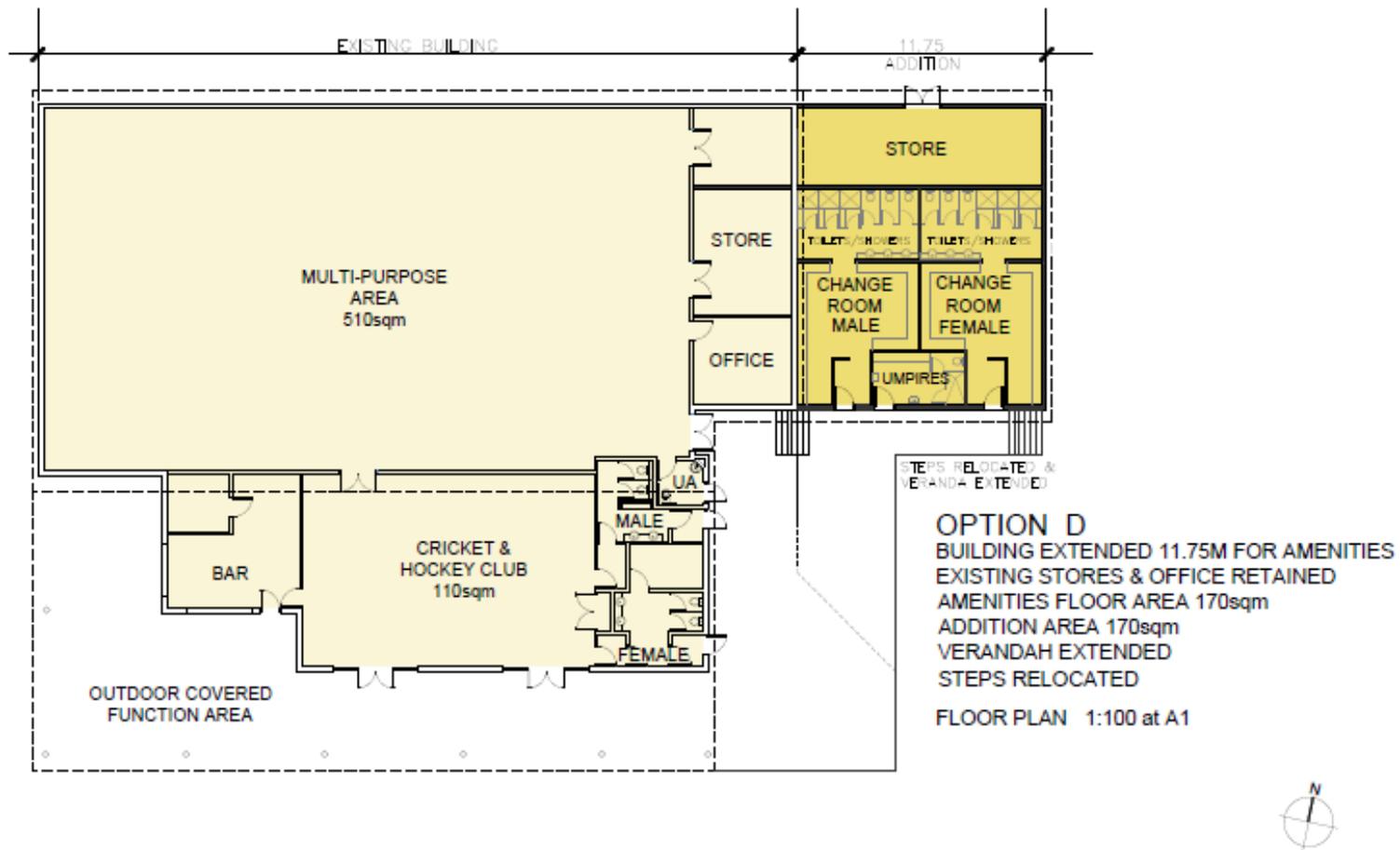




COMMUNITY & RECREATION USAGE SITE PLAN 1:2000 at A1
WAGIN SPORTSGROUND & RECREATION PRECINCT DEVELOPMENT

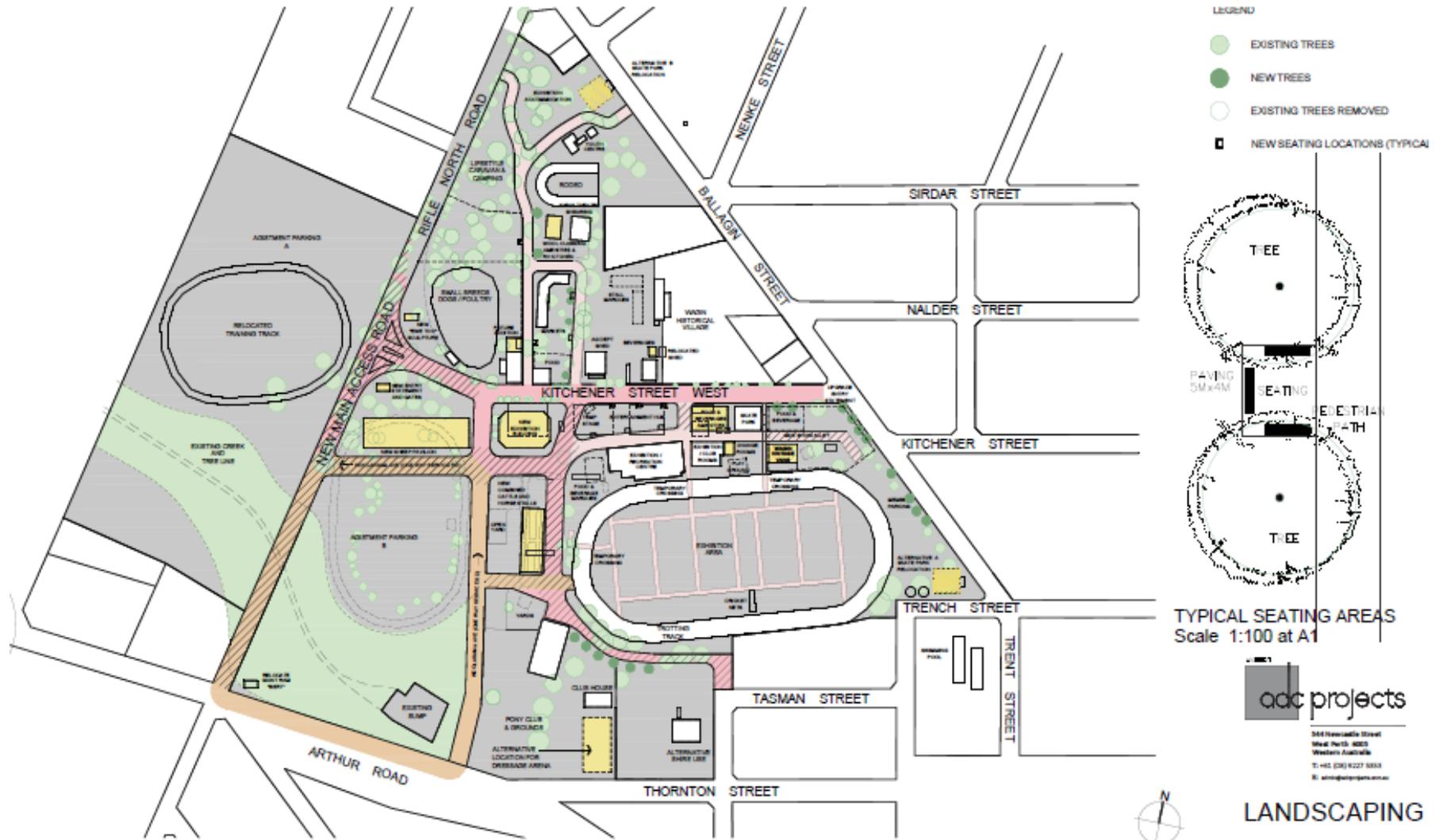
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Sk 03.2
 OCTOBER 2019



**AMENITIES FACILITIES - ADDITION TO ERIC FARROW PAVILION
 COMBINED SPORTS FACILITIES (EXCEPT GOLF)
 WAGIN SPORTSGROUND & RECREATION PRECINCT DEVELOPMENT**

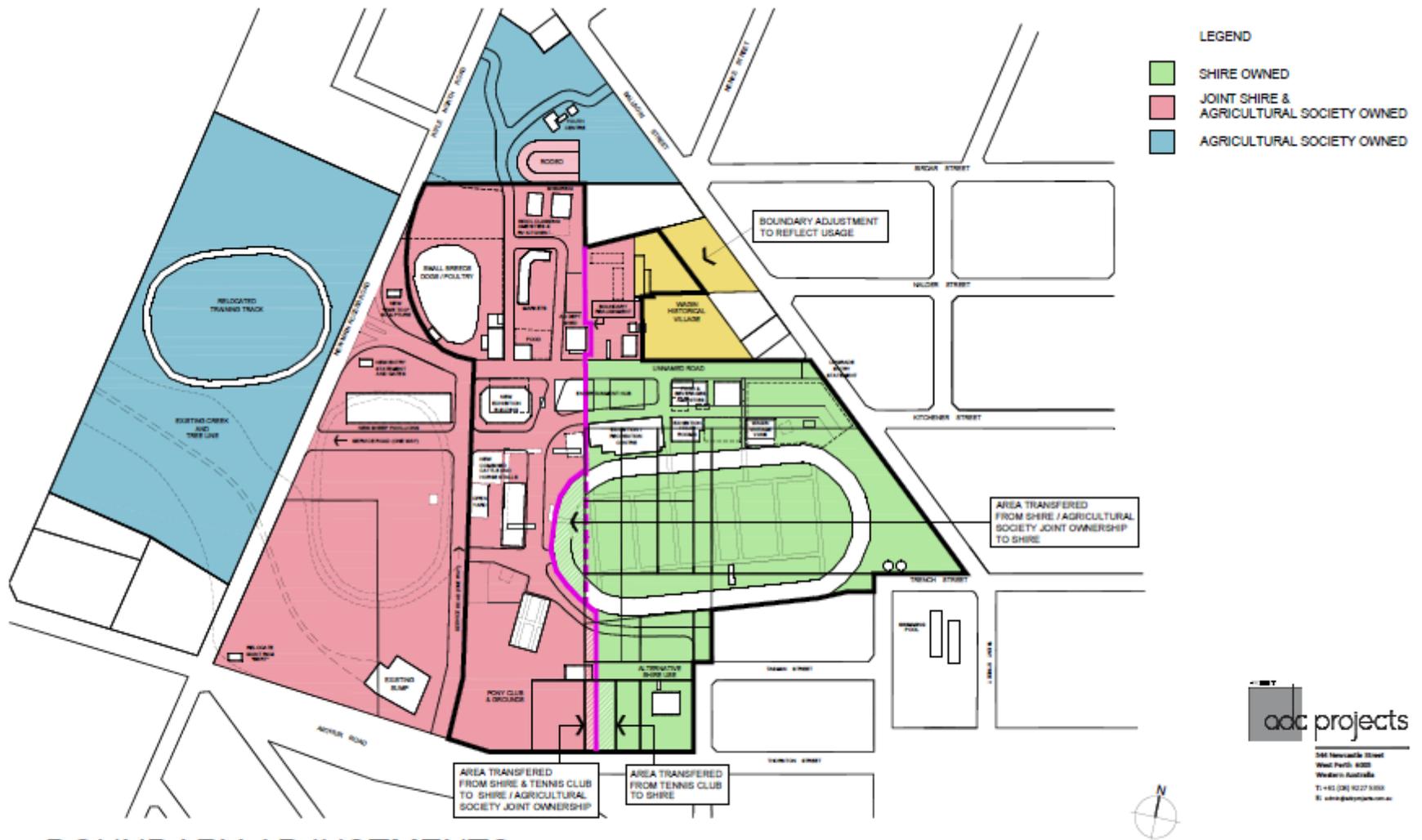
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MASTER PLAN SITE PLAN 1:2000 at A1

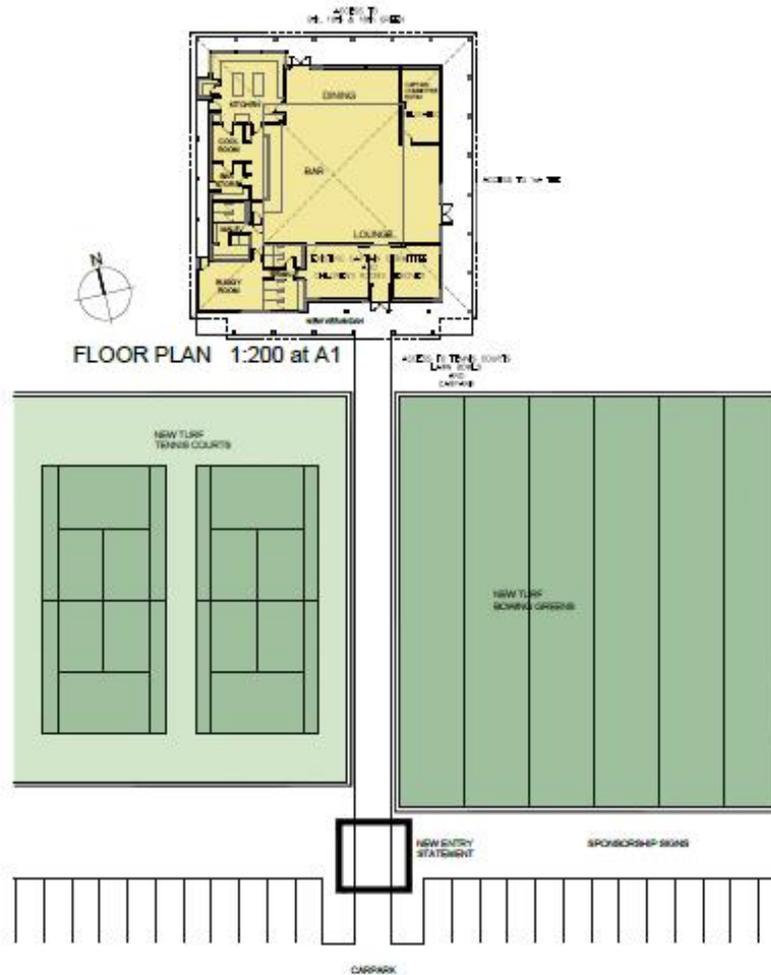
WAGIN SPORTSGROUND & RECREATION PRECINCT DEVELOPMENT

MP 01.02
OCTOBER 2019



BOUNDARY ADJUSTMENTS SITE PLAN 1:2000 at A1
WAGIN SPORTSGROUND & RECREATION PRECINCT DEVELOPMENT

SK 01.5
 OCTOBER 2019



LOCATION PLAN scale 1:1000 on A1



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PROPOSED WAGIN COUNTRY CLUB DEVELOPMENT OPTION

SEPT 2019
SK 01.2

6.0 ORDER OF PROBABLE COST OPTIONS 1 to 4

These precinct masterplans and associated design options were presented to NBQSS quantity surveyors to prepare an order of probable cost. These costs were developed using current Perth construction and materials rates, a project cost multiplier associated with design and construction contingencies, preliminaries, professional fees and project management costs and a regional multiplier associated with transport and other loadings for Wagin.

The schedule below outlines how these project costs have been developed for the various types of work, be they building works or civil works and whether they are part of a tendered works package based on an existing design or associated with a design and construct package.

The project cost multiplier, variously 1.45, 1.38, 1.35 or 1.22, is applied to the Perth unit rates. Because this work would be undertaken in Wagin as opposed to Perth, a regional loading of 20% has been applied, as advised by the Australian Institute of Quantity Surveyors.

Item	Building Works		Civil Works	
	%	Base	%	Base
Full service works - tendered				
		\$ 100.00		\$ 100.00
Preliminaries	10.0%	\$ 10.00	8.0%	\$ 8.00
Design Contingency	10.0%	\$ 11.00	10.0%	\$ 10.80
Contract contingency	5.0%	\$ 6.05	5.0%	\$ 5.94
Professional Fees	8.0%	\$ 10.16	5.0%	\$ 6.24
PM fees	4.0%	\$ 5.08	4.0%	\$ 4.99
General Project Costs	1.5%	\$ 1.91	1.5%	\$ 1.87
Public Art	1.0%	\$ 1.21	-	\$ -
Total		\$ 145.41		\$ 137.84
Project Cost Factor		1.45		1.38
Project management only required – direct contract				
Preliminaries	10.0%	\$ 10.00	-	\$ -
Design Contingency	10.0%	\$ 11.00	10.0%	\$ 10.00
Contract contingency	5.0%	\$ 6.05	5.0%	\$ 5.50
Professional Fees	-	\$ -	-	\$ -
PM fees	4.0%	\$ 5.08	4.0%	\$ 4.62
General Project Costs	1.5%	\$ 1.91	1.5%	\$ 1.73
Public Art	1.0%	\$ 1.21	-	\$ -
Total		\$ 135.25		\$ 121.85
Project Cost Factor		1.35		1.22

Cost analysis

All four options proposed the extension of Rifle North Road in a southerly direction to connect with Arthur Road and the establishment of a new T-junction entry by extending Kitchener Road to Rifle North Road.

A one-way anti-clockwise livestock service road was proposed making use of the existing entry from Arthur Road with east west connectors to be constructed to service the main arena and proposed new sheep pavilion.

Various internal roads were proposed to be upgraded. The order of probable costs for these works are summarised below. The numbers in the left-hand column relate to the numbers in the masterplan drawings.

Total roadworks internal and external – applies to all 4 options		
1	Left turn only from Arthur Rd to service road entry	82,800
2a	T junction entry	205,758
2b	Make Rifle Road North (RRN)	500,940
11	Connect Service Rd to RRN	163,944
12	Connect Service Rd to Arena	81,972
13	Extend internal road to Sideshow alley	32,292
14	Kitchener Rd to Connector 12 - re sheet	66,240
15	Main arena to Tasman St	208,656
15	Main arena to Thornton St (option not included in total)	156,492
16	Kitchener Rd to Shearing (re-sheet)	59,616
17	Kitchener to Gates 4 and 8	357,696
Total roadworks		1,759,914

The masterplans proposed the establishment of entry statements and /or gates at each of the main entry points to the precinct, particularly the new T-junction entry point on Rifle North Road.

These entry statements were costed allowing for a generic supporting pillar structure with gates and in the instance of the new T-Junction, a sculpture to signify the nature of the precinct. The allowances for these works are in the form of provisional sum items and shown below. The numbers in the left-hand column relate to the gates as depicted in precinct legend in attachment 1.

Entry statements – gates and sculptures – applies to all 4 options		
Gate 1	Relocated Bart Ram	52,200
Gate 2	Main Woolorama entry	101,880
Gate 5	Sports entry	52,200
Gate 8	Exhibitor entry	41,400
Gate 9	Equestrian entry	41,400
Total entry gate improvements		289,080

To make way for new developments within the masterplan, it was anticipated that several existing facilities would require demolition. An order of probable costs was identified to remove the following existing buildings. The numbers in the left-hand column relate to the precinct legend in attachment 1.

Demolition costs – applies to all 4 options		
6	Dressage arena	36,540
29	Equestrian clubhouse	16,545
31	Horse stalls – trotting	13,224
34	First Aid Room	696
40	Old scout hall/ cricket-hockey pavilion	15,660
41b	Public toilet block 41b	8,700
41c	Public toilet block 41c	8,700
42	CWA building	20,827
43	Stockman's bar	6,090
44	Merino Pavilion	43,696
45	British Breeds pavilion	49,381
46	Ray Johnson Pavilion	74,071
Total demolition costs		294,130

Following demolition there would be the opportunity for rationalisation and replacement of old buildings with new. This list was costed. The numbers in the left-hand column relate to the precinct legend in attachment 1.

New buildings – applies to all 4 options		
1	Combined Merino and British breeds (3,500m2)	7,308,000
2	Combination horse and cattle stalls (1,750m2)	3,045,000
3	Exhibition building (2,500m2)	8,047,500
4	Hospitality suite (750m2)	2,414,250
5	Wool classing pavilion + RV kitchen (750m2)	835,200
6	Relocated equestrian events/training space	177,606
7	Additional changerooms – Eric Farrow (160m2)	673,160
8	Relocated equestrian arena – walls, rails and sand	208,656
8	Covered equestrian arena (2,100m2)	1,278,900
9	Extended poultry pavilion (250m2)	435,000
10	Relocated shed (85m2)	14,790
11	Relocated skatepark	1,044,000
Total new building costs		25,482,062

In addition to new buildings there was an array of ancillary improvements that responded to the design brief. These are shown below.

Ancillary improvements - applies to all 4 options	
Temporary track crossing materials (3)	68,310
Site furniture - seating (15)	330,372
Site furniture - shade (6)	49,680
Large tree plantings (22 x 200 litre)	18,216
Landscaping and grassed parade area Pavilion 1	155,001
Entertainment hub stage	91,080
Entertainment hub grass	135,626
Entertainment hub fencing	140,760
Entertainment hub trees (30 x 100 litre)	37,260
Camping area improvements (83 bays)	102,672
Total ancillary improvements	1,128,977

One option to create a sporting hub would be to combine tennis and bowls using the existing bowls clubhouse as a base. There would be a requirement to refurbish the existing building and extend it to appropriately service tennis, build 6 new lit synthetic turf courts adjacent the clubhouse extension and develop an 8-rink lit green in the location of the existing Green B.

If this option was progressed, the relocation of the cricket wicket into the football oval in front of the Eric Farrow pavilion, and the addition of changerooms to this building would accommodate cricket and hockey in a modern facility.

The cost for this exercise is shown below.

Combine bowls and tennis based at the bowling club site	
Combine cricket and hockey based at Eric Farrow pavilion	
6 lit synthetic tennis courts	847,872
8 rink synthetic bowling green	414,000
Lighting to 8 rink green	596,160
Bowls Clubhouse refurbishment (590m ²)	273,789
Additional social area for tennis (150m ²)	469,800
Carpark resurfacing (40 bays)	69,552
New synthetic cricket wicket + winter cover	35,769
Drainage improvements to SW corner	107,640
Changerooms to Eric Farrow pavilion	673,160
Total sporting modifications at the bowling club	3,487,742

Continuing with sporting facility rationalisation, the Pony Club is seeking improved clubhouse facilities and to cover their dressage arena. The Pony club could make use of the vacated tennis clubhouse and either leave the dressage arena where it is and cover it, align it in a more north-south axis for improved traffic flow or relocate the arena nearer the clubhouse (ideally onto the existing tennis courts).

Pony Club improvements	
Equestrian arena cover	1,278,900
Relocate arena (limestone blocks , rails and sand)	208,656
Refurbish tennis clubhouse for Pony Club use	85,950
Total Pony Club relocated to Tennis site	1,573,506

If the determination was to relocate tennis and bowls to the golf course and create a country club, there would be the requirement to build 6 new lit synthetic turf courts, develop an 8-rink lit green and modify the existing golf clubhouse to provide viewing over the new playing surfaces. This option is costed below.

Relocate Tennis and Bowls to the Wagin Country Club (WCC)	
6 lit synthetic tennis courts	847,872
8 rink lit synthetic bowling green	1,010,160
Clubhouse modifications	106,549
Road and carpark (98 bays) unsealed	292,163
Total Tennis and Bowls at WCC	2,256,744

Other items costed by the Quantity Surveyor include:

Additional cost items discussed during the study	
Site survey – building and site services pick-up	30,000
Boundary rationalisation and land title amalgamation	10,000
Expanded and improved playground	74,520
Total additional items recommended	114,520

7.0 PRECINCT MASTERPLANS 1 TO 4 - REJECTION

The various precinct masterplans (Options 1, 2, 3 and 4) and associated design drawings were presented to the Council and the Community at a series of workshops in October 2019. The workshops provided a series of worksheets where attendees and subsequently interested community members could provide feedback on the design options preferred.

This feedback was received, analysed and is summarised with the following comments.

- The Bowls and Tennis Clubs both made separate submissions declaring they did not wish to relocate to the Golf course to establish a Country Club.
- There was general dismay at the order of probable costs with many suggesting that the proposed works could be achieved at considerably less cost.
- There was a clear distinction between the needs of the Agricultural Society and the desires for Woolorama and the needs and desires of the sporting clubs.
- Most sporting club advocates believed Woolorama improvements should be funded by the Agricultural Society

Survey respondents in the main rejected the majority of the masterplan design options proposed. There was further variation and divided opinion on when works should occur when classified as short, medium or long term requirements, although it is noted that numerous elements that were rejected by the majority were recorded as short term need.

These items were supported.

- Replacement of the first aid building with a more appropriate permanent facility
- Demolition of the Old Scout hall
- Replacement of the horse stalls with new multipurpose stalls for trotting and Woolorama purposes
- Rationalisation and improvements to public toilets on the site
- Development of a new 8 rink synthetic grass bowling green – but not lighting
- Construction of 6 new lit synthetic grass tennis courts
- New cricket wicket with winter cover (if required)
- Drainage improvements to S-W corner playing fields

The feedback is summarised below.

Wagin Sportsground and Recreation Precinct Masterplan - Community Feedback					
A	Create one-way service road	No	Yes	When (S, M, L)	Comment
1	Make one way - left turn only - median and signage	19	7	2M	we can do this cheaper
B	Create new main entry	No	Yes	When	Comment
2	Establish T junction and roadworks	19	6	S, 2M	we can do this cheaper
2a	Install entry gates/statement and Ewe-Too sculpture	23	3	2M	local artist to do
2b	Construct Rifle Road North	19	8	S, M	
C	Establish service connector roads	No	Yes	When	Comment
11	Connect Service Rd to RRN	20	5	S	
12	12 Connect Service Rd to Main Arena	20	6	M, L	
13	Extend internal road to sideshow alley	22	4	M	
14	Connect Kitchener Rd to Main Arena	22	5	S, L	
15	Connect Main Arena to Thornton St	22	4	S	
15	Connect Main Arena to Tasman St	16	3		
16	Resurface Kitchener Rd to Shearing Pavilion	15	12	M, L	
17	Bituminise Kitchener to Youth Centre (Gates 4 and 8)	21	4	M	

D	Demolition works	No	Yes	When	Comment
6	Dressage arena - for relocation	21	2+?	M	only if all equestrian relocated
29	Equestrian clubhouse	13	9+?	S, M	maybe - up to pony club
31	Horse stalls - trotting	12	11	3S, M	
34	First Aid Room	12	13	4S	refurbish
40	Old scout hall/ cricket-hockey pavilion	7	19	3S, M	
41	Public toilet block 41a		1	M	
41	Public toilet block 41b	11	13	2S, M	refurbish - only demolish if replaced
41	Public toilet block 41c	13	11	2S, M	refurbish
42	CWA building	18	6	S, M, L	refurbish
43	Stockman's bar	19	6	S, M, L	refurbish
44	Merino Pavilion	17	6	S, 2M	Ag society - offer salvage for free demolition
45	British Breeds pavilion	16	7	M	Ag society - offer salvage for free demolition
46	Ray Johnson Pavilion	19	3	M	Ag society determination
E	New structures	No	Yes	When	Comment
1	Combined sheep pavilions	12	7	2, 4M	Ag society task - at considerably less cost
2	Combined horse and cattle stalls	17	7	S, 4M	Ag society task - at considerably less cost
3	Exhibition building	21	2	3M	Ag society to undertake - not necessary
4	Hospitality - F&B suite	19	5	S, 2M, L	Ag society to undertake
5	Wool classing pavilion	22	2	2M	Ag society to undertake
6	Relocated equestrian events space	20	3	2M	Ag society to undertake
7	Expanded changeroom facilities - Eric Farrow	20	6	S, 2M	Ag society to undertake
8	Relocated equestrian arena	20	3	2M	Ag society to undertake
8	Covered to equestrian arena	21	3	2M	Ag society to undertake
9	Extended poultry pavilion	22	2	M, L	Ag society to undertake
10	Relocated shed	19	1	M	not sure
11	Relocated Skate park	22	5	S, 2M	easy to access right spot where it is
F	Ancillary improvements - Refer Landscaping Plan	No	Yes	When	Comment
	Temporary track crossings	17	6	3S	2 can be done cheaper
	Site furniture along pedestrian routes	16	5	3S	maybe - by Ag society
	Shade shelters along pedestrian routes	14	9	3S	maybe - by Ag society - \$10K worth
	Tree lined avenue along 14, 15 and 17 (200 L trees)	18	5	2S	Ag society to undertake
	Grassed area at front of New 1	19	1	S, M	Ag society to undertake
	Landscaping in entertainment hub				Ag society to undertake
	Stage	15	4	2M	Ag society to undertake
	Grass	15	4	2M	Ag society to undertake
	Fencing	18	3	2M	Ag society to undertake
	Medium trees (100 L potted)	14	5	S	Ag society to undertake
	Enhanced playground	13	6	S	not necessary
	Site survey	17	4	S	No need
	Boundary rationalisation	18	1		No need
G a	Sporting improvements - Precinct	No	Yes	When	Comment
12	Bowls clubhouse refurbishment	13	10	S	asap
12	Bowls clubhouse new equipment	13	9	S	asap
12	Bowls clubhouse extension to include tennis	13	8	S	asap
13	New 8 rink bowling green - synthetic grass	9	14	S	asap
13	Lighting to new 8 rink bowling green	10	13	S	asap
14	New 6 lit synthetic grass tennis courts	8	14	S	asap
15	New cricket wicket with winter cover	7	14	S	asap - leave where it is
	Drainage improvements to S-W corner playing fields	9	12	S	asap
	Reseal carpark	13	8	S	asap
G b	Sporting improvements - Country Club	No	Yes	When	Comment
	New 6 lit synthetic grass tennis courts	23	2		
	New 8 rink lit bowling green - Grass	23	2		
	96 carbays + 2 disabled bays	23	1		
	Entry statement	23	1		
	Access road (east)	21	2		
	Access road (west)	21	2		
	Add new verandah	22	1		
	Add new entry doors and windows	22	1		
	Remove existing walls and doors	22	1		
	Floor coverings	22	1		
	Access path to Clubhouse	22	1		
	New golf captain and committee room	22	1		
	Allowance for sundry redecorations	22	1		

8.0 PRECINCT MASTERPLAN OPTION 5

It was apparent from the feedback that the master plan options 1 through 4 as presented did not adequately respond to community need, in particular, to the ambition to create a sporting hub within the precinct.

The Shire Councillors and senior staff, understanding and responding to this sense of dissatisfaction subsequently provided instruction to the consultants regarding the creation of a new sporting hub. The instruction is detailed below.



Wagin Sportsground Precinct Redevelopment – Council Feedback/Position Council Meeting 26th November 2019

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

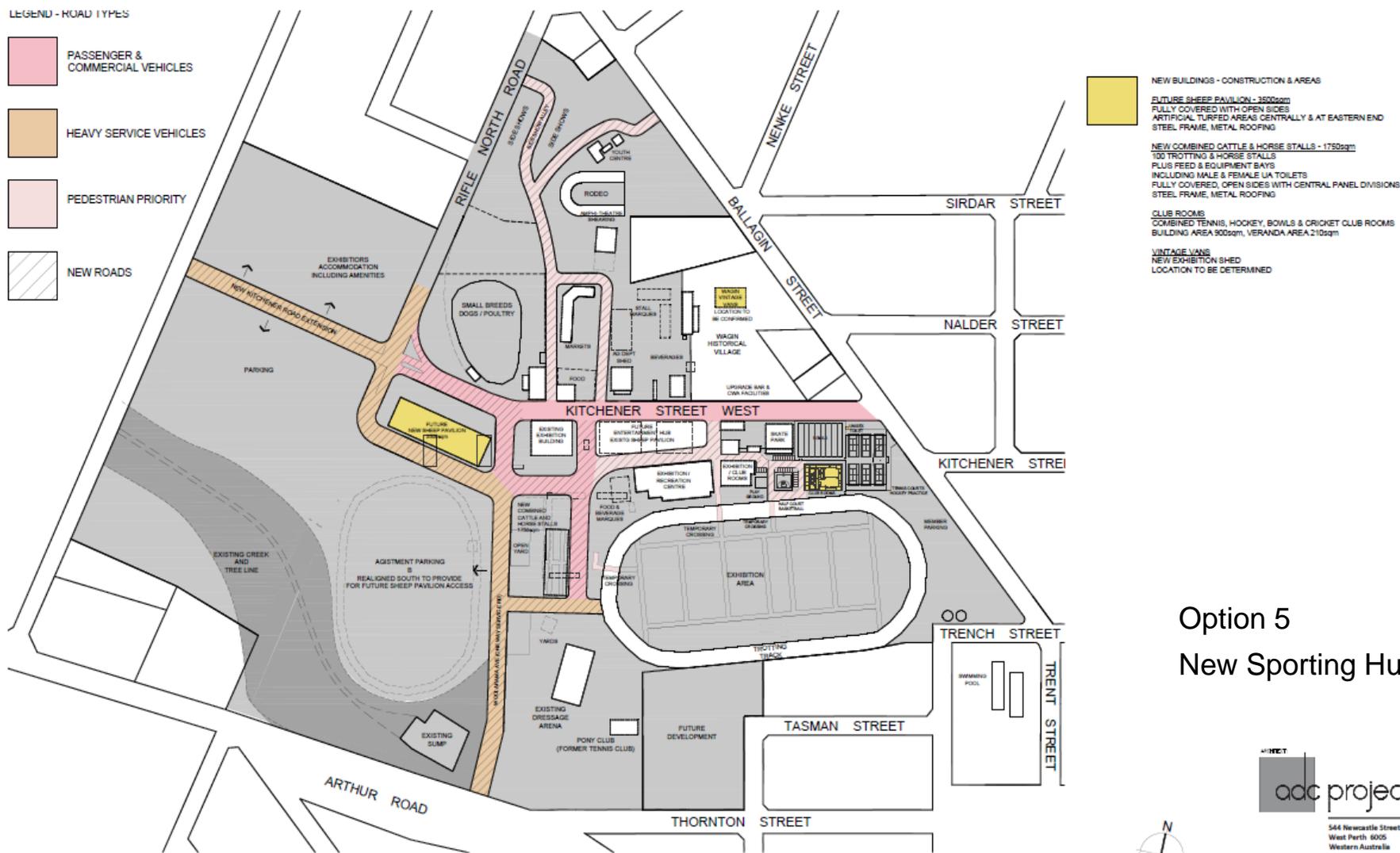
- Build a new pavilion, tennis courts and bowling green and the eastern end of the showground as per shown on plan, this will cater for cricket, hockey, tennis and bowls.
- New Changerooms at the Eric Farrow Pavilion is not required.
- Council supports the new sportsground/showground road network, including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

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

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

The second new element introduced by the instruction was the option of extending Kitchener Street to the west to intersect with Great Southern Highway / Reeves Road leading to Narrogin.

This instruction has subsequently been interpreted by the consultants and is now presented as Option 5. It shows the new sporting hub in the east of the precinct and a new road leading to Great Southern Highway, together with a rationalisation of the balance of the site in response to the workshop feedback.



Option 5
New Sporting Hub

adc projects
544 Newcastle Street
West Perth 6005
Western Australia
T: +61 (0)8 9227 5853
E: adam@adcprojects.com.au



MASTER PLAN SITE PLAN 1:2000 at A1
WAGIN SPORTSGROUND & RECREATION PRECINCT DEVELOPMENT

MP 01.02
AUGUST 2020

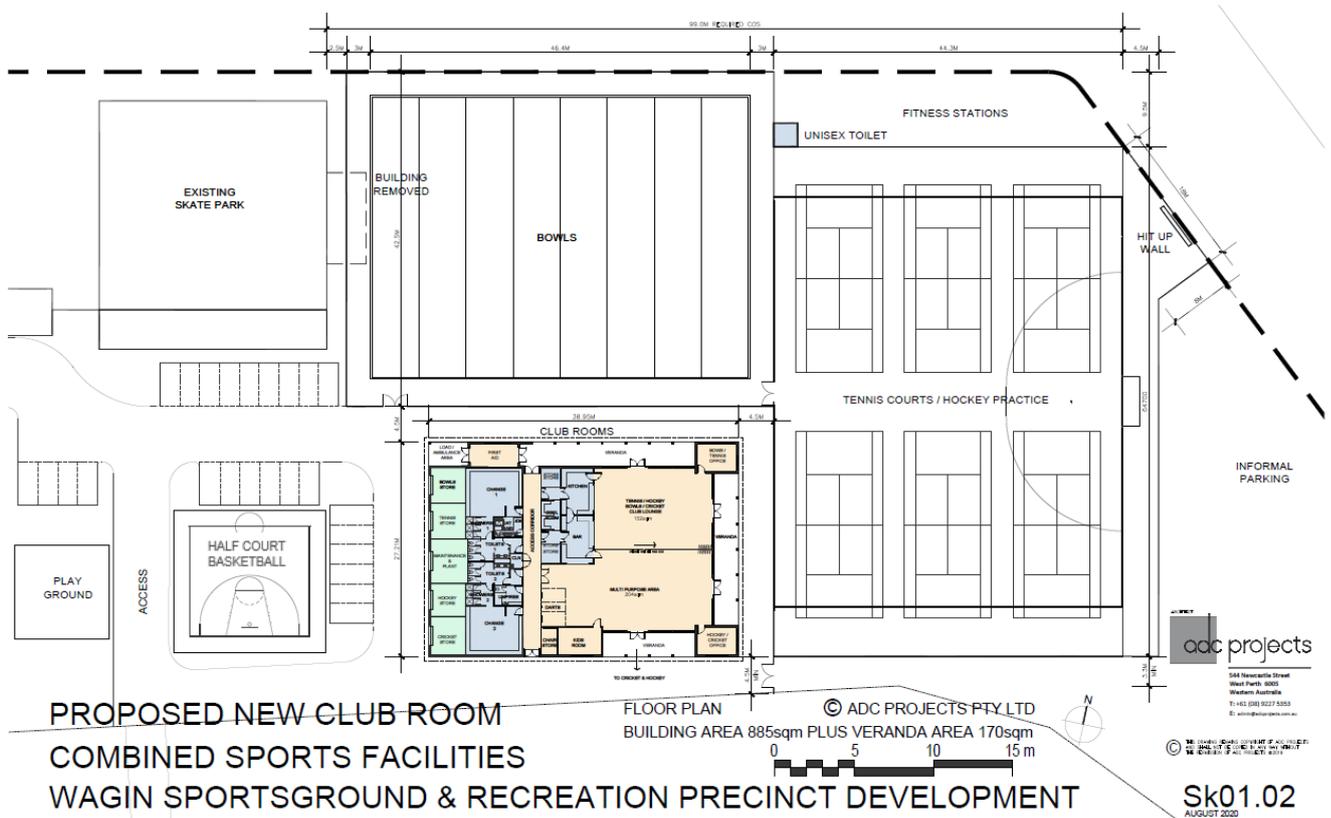
8.1 Option 5 Masterplan detail

- The creation of the new sporting hub to accommodate cricket, hockey, tennis and bowls. This includes a new clubhouse with views north to bowls, east to tennis and south to cricket and hockey on the oval. Six (6) tennis courts and an 8-rink bowling green are to be constructed and the cricket wicket is to be resurfaced in-situ.
- It is proposed that the tennis courts be constructed in a manner to allow hockey training and modified games to be played on the synthetic turf surface. This will require removable posts and flush capping of the post holes and the synthetic turf to be carefully selected to be suitable for both tennis and hockey. The surface will also require overmarking for hockey. One option is shown on master plan 5.
- The extension of Kitchener Street across Lot 54 to meet Great Southern Highway and the creation of a new intersection and entry point at Rifle North Road.
- The construction of a new contemporary Sheep Pavilion (Merino and British Breeds combined) adjacent the new entry.
- Demolition of the Merino and British Breeds pavilions to create a centrally located entertainment hub.
- The construction of a new service road to the south of the new sheep pavilion for exhibitor and livestock access.
- Relocation of Sideshow Alley to become the northern anchor during Woolorama with stall holder access via gates 4 or 8.
- Retention of the Ray Johnson pavilion.
- Removal of the existing trotting stalls and replacement with multipurpose horse and cattle stalls.
- Demolition of the existing pony club clubhouse and their relocation top the existing tennis club clubhouse.
- Covering of the equestrian arena – either in-situ or relocated to the tennis courts site in front of the clubhouse.
- Internal roads to be upgraded as required.
- Landscaping and shade and seating to be introduced as required.
- No action on the installation of entry statements or gates.
- No action of artworks, sculptures or features.
- No changes to Eric Farrow Pavilion.
- Upgrade to the floor of the Recreation Centre.
- Minor works as required to the CWA dining hall and the Stockman's Bar in-situ.
- The addition of a single basketball court on the west side of the new clubhouse.
- The extension and upgrade of the existing playground.

8.2 Option 5 Sports Hub detail

The design and layout of the proposed sports hub for cricket, hockey, tennis and bowls proposes a common clubhouse with viewing lines to the north to an 8-rink bowling green, to the east to 6 tennis courts (and hockey training surface) and to the south for cricket and hockey fields.

The main oval area will accommodate hockey on a natural grass surface for home matches and the existing cricket wicket located between two hockey fields will be upgraded with a new synthetic surface in-situ. The site layout is shown below which includes a new half-court basketball facility to replace the unserviceable courts currently on site.

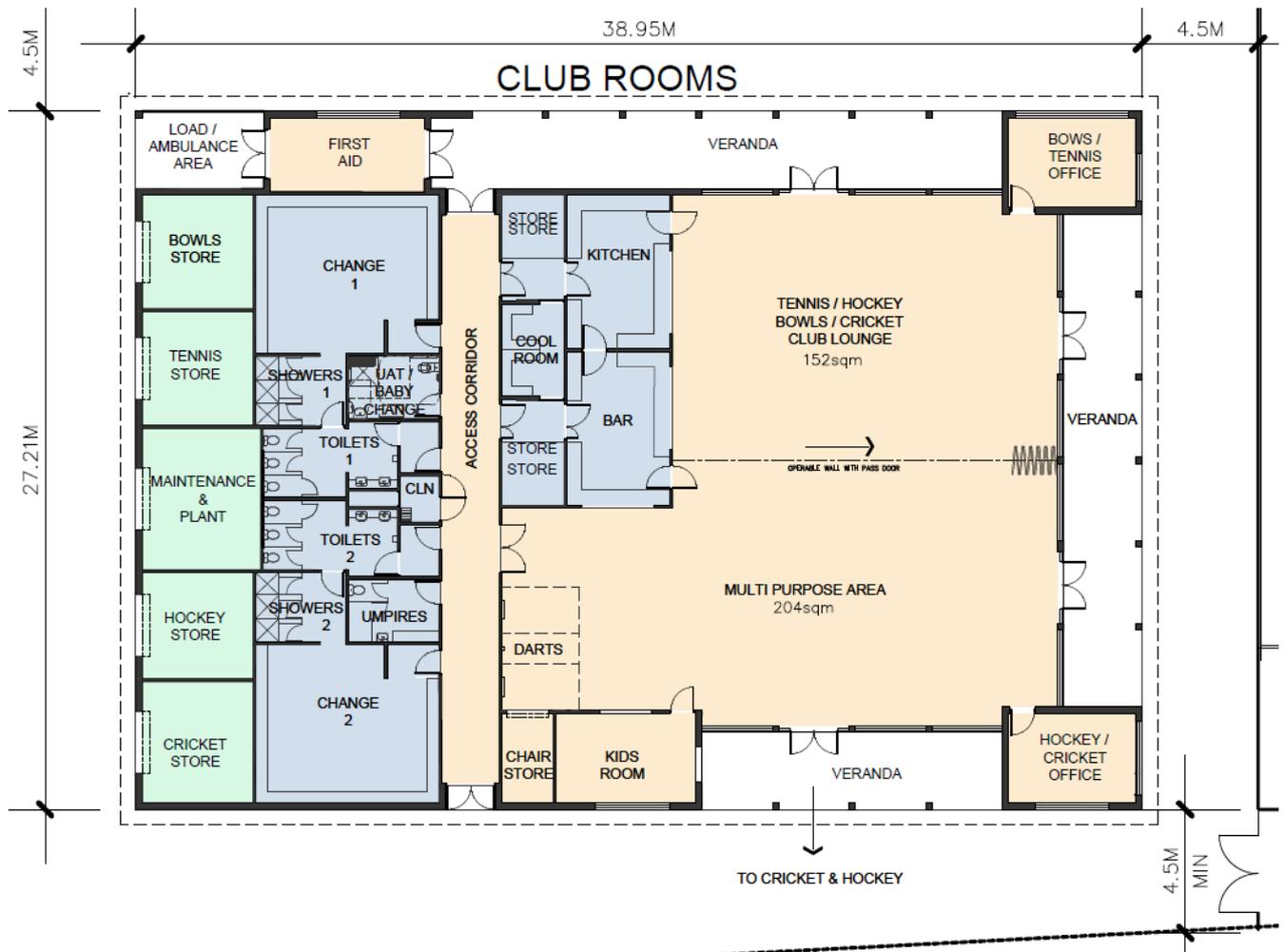


The building design, shown in more detail below, provides a social area of 356m² which is capable of being divided into two rooms of 152m² and 204m² respectively, separated by an operable acoustic wall. There is a common kitchen and bar area which can serve into both social areas and cool room and dry stores. Each playing surface is overlooked by a covered verandah.

There is a common first aid room for use by all tenants and there are two game day or captain's office spaces to be shared by tennis/bowls and cricket/hockey, nominally aligned to the proximity of their playing spaces. A children's room is also provided.

Each sporting code is allocated a discrete and secure storage area on the western end and allowance has been made for both venue equipment (chair store) and a maintenance and plantroom.

There are two non-gender specific changerooms to allow flexibility and accommodate women's fixtures. The wet area also provided public toilets, an umpire's room, cleaner's room, baby change facilities and a universal access toilet to meet BCA and disability service requirements.



8.3 Option 5 Notes of caution

Option 5 provides for the use of the tennis courts as a synthetic turf training facility for hockey, noting that inherent in this design is a decision not to pursue the development of a full-size synthetic hockey pitch. Careful turf selection and surface marking will be critical to ensure the two sports can operate without (or with only limited) inconvenience.

Option 5 shows that the site can accommodate the footprint of the proposed facilities, however, the exact location of the new pavilion and playing facilities cannot be determined at this stage and is subject to site survey and the location of existing services. The area could potentially be impacted by service runs requiring easements. The total available area is tight and the separation between the tennis courts and the trotting track is limited.

Additionally, the proposed sporting hub development will sit across multiple land parcels. It is recommended that these parcels be amalgamated into one parcel suitable for lease and that further boundary rationalisation be undertaken to simplify land holdings for the Shire, the Agricultural Society and those parcels in joint or trust ownership.

The new social hub requires the demolition of the old scout hall building, currently used as a clubroom by hockey and cricket and as the security HQ during Woolorama. There is unanimous support for the removal of this building. The new social hub also requires demolition of the adjacent education pavilion and grandstand. Council had previously determined to allow this building to be used to store and exhibit Vintage Caravans. With this building now to be demolished, a potential solution would be to relocate the caravans to another building such as the Ray Johnson Pavilion. This would require discussion with the Agricultural Society.

Finally, we understand that Lot 54 located between Rifle North Road and Great Southern highway is owned in freehold by the Agricultural Society. The proposal to extend Kitchener Street through this lot would require their approval. Should this road be approved and constructed it would be appropriate to acquire the site, effect a land swap or secure perpetual right of access to the community.

9.0 ORDER OF PROBABLE COST – OPTION 5

The following cost schedule has been extracted from the previous order of probable cost by the Quantity Surveyor.

Road Network Changes	
Extend Kitchener Street to Great Southern Highway	309,672
Create new T Junction on Great Southern Highway	36,432
Create new 4-way intersection in Rifle North Road	72,864
Create service road to Rifle North Road E-W connector	218,592
Create service road to main arena E-W connector	81,972
Create service road from Kitchener to main arena N-S	182,160
Kitchener to Youth Centre/Side Show connector	437,184
Total Cost Road Network Changes	1,338,876

Demolition	
Horse stalls - trotting	13,224
First Aid Room	696
Old scout hall/ cricket-hockey pavilion	15,660
Public toilet block 41a	8,700
Merino Pavilion	43,639
British Breeds pavilion	49,381
Total Cost for Demolition	131,300

New structures	
Combined sheep pavilions	7,308,000
Combined horse and cattle stalls complex	2,432,955
100 horse/cattle stalls 2.5m x 3.5m - power + water	2,088,000
Feed and equipment bays	39,585
Male and female + UA toilets	200,970
New first aid building added to northern end	104,400

Roof over equestrian arena	1,278,900
Total Cost New Structures	11,019,855

Sporting improvements	
New Sports Hub Clubhouse (1.121m2)	4,191,070
Social and admin areas (480m2)	2,088,000
Kitchen and bar (100m2)	696,000
Toilets and showers (90m2)	469,800
Change rooms (100m2)	382,800
Storage areas (120m2)	313,200
Verandah areas (230m2)	166,750
Fit-out furniture and equipment allowance	74,520
New 8 rink bowling green - synthetic grass - no lights	414,000
New 6 lit synthetic grass tennis courts	847,872
Drainage improvements to S-W corner of playing fields	107,640
New cricket wicket in-situ	11,178
New external basketball court - bitumen top	42,924
Enhanced playground	74,520
Total Cost Sporting Improvements	5,689,205

Ancillary costs	
Site Survey	30,000
Boundary rationalisation	10,000
Total Ancillary Costs	40,000

Summary of costs by type	
Total all costs	18,219,236
Total Sports Hub costs	5,689,205
Total New Sports Hub Clubhouse cost	4,191,070
Total Woolorama facilities cost	9,740,955
Total Equestrian / Pony Club costs	1,278,900
Total road network costs	1,338,876

10.0 MANAGEMENT STRUCTURE AND GOVERNANCE

As articulated in our proposal, the majority of funding agencies require the feasibility study to articulate the future management structure and governance processes for the precinct.

Given that this precinct already exists and has a functional management and governance system in place, there seems to be little need to materially change current arrangements.

The entire precinct is currently managed on a day to day basis by the Shire which coordinates ground allocations and facility use and undertakes both routine and reactive maintenance.

There is a Lease Agreement in place with the Wagin Agricultural Society (WAS) until 28 February 2023. This deed provides WAS access to the precinct for a 14-day period each year to stage Woolorama, for the annual sum of \$10.00 and some additional charges. These include WAS paying the full cost of electricity consumed across the precinct during that period and a requirement to make the following annual contributions:

\$500	For use of the WAS Boardroom
\$1,000	As a contribution for water and irrigation of the 500's and 600's
\$600	As a contribution to the Recreation Centre Equipment Fund

The WAS regularly undertakes repairs and makes improvements to the pavilions within the precinct at its own cost but must obtain written approval from the Shire before carrying out any structural works or other material improvements.

There is no lease with the Wagin Tennis Club for use of the tennis courts and clubhouse.

There is a lease with the Wagin Bowling Club which expires on 10 September 2020. Given that the Bowling Club is a key stakeholder of the proposed Sports Hub development described in Option 5, it is anticipated that the current lease, upon expiry will enter a holding over period as permitted under clause 11.2 of the lease, until a new tenancy agreement can be executed for the new Sports Hub. The nature of this agreement is yet to be determined noting that options include:

- Formation of an incorporated Sports and Recreation Club with representation from the bowls, tennis, cricket and hockey clubs. The Sports and Recreation Club Inc. would enter into a lease with the Shire for either the entire sports hub area comprising clubhouse, tennis courts and bowling greens, or a lease of just the clubhouse with the playing areas remaining under Shire control. The cost of operations, maintenance and facility renewal would be the responsibility of the Sports and Recreation Club with the annual lease fee equivalent to the projected cost of maintenance and refurbishment of the facilities amortised over the period of the lease. The lease fee should be held in an interest-bearing trust account for use on agreed items to maintain the facility in a fully functional condition (preferred option).
- Lease to the Bowling Club as head tenant with power to sub-lease to Tennis, Cricket and Hockey. Again, the lease area could involve the clubhouse and synthetic surfaces or just the clubhouse (primarily to address liquor licensing). In this instance the Bowling Club would assume responsibility for maintenance and facility renewal.
- Seasonal, non-exclusive hire or license agreements with each of the clubs for use of the clubhouse and the associated playing surface. The Shire would retain management and operational control over the sports hub and levy a seasonal fee to the Clubs equivalent to an appropriate share of the amortised maintenance and facility renewal cost (least preferred option).

11.0 FUNDING OPTIONS

It is understood that prior to implementation of this the Shire requires funds to be secured from external sources such as:

- The local sporting clubs and associations – tennis, bowls, cricket, hockey, pony, trotting, football (capital and in-kind contributions)
- Wagin Agricultural Society (capital and in-kind contributions)
- Racing and Wagering WA (capital for trotting horse stalls)
- Western Australian Government
 - CSRFF (sports hub),
 - Road Safety Committee Event Grants and Project Grants (roadworks),
 - Active Regional Communities Grants (events, equipment, coaching and training)
 - Country Sport Enrichment Scheme (Elite athlete fees and event hosting)
 - Regional Economic Development (Red) Grants (new pavilions)
 - Regional and Remote Festivals Fund (entertainment program at Woolorama)
 - Regional Organisation Grants (Improved sporting opportunities)
- Federal Government
 - Road to Recovery Grants (roadworks)
 - Financial Assistance Grants (roadworks)

This list of funding sources is not exhaustive and should be subsequently expanded.

Funding issues aside, and assuming the funds can be secured in the next 2-3 years, grant applications should be prepared now, and detailed planning should commence as soon as practical.

12.0 IMPLEMENTATION PLAN

12.1 Sports Hub Development

With regards to the implementation of Masterplan Option 5, the following preliminary steps will need to be taken.

- (1) Survey the site to determine precise property boundaries and infrastructure locations
- (2) Undertake a services capacity and location study – beyond dial before you dig, to determine service connection points and the capacity of services to the sports hub
- (3) Confirm the location and dimensions of the elements of the Sports Hub (building, courts, green, fencing) on site with regards to services and property boundaries
- (4) Commence property title amalgamation for the Sports Hub (and other boundary rationalisation components s appropriate)
- (5) Establish a Memorandum of Understanding with the Cricket, Hockey Tennis and Bowls Clubs regarding the suite of facilities to be established at the Sports hub, the contributions that each Club will make (cash and in-kind), the future use schedule and the most appropriate tenancy arrangements and cost responsibilities for operations, maintenance and facility renewal. The lease fee should be held in an

interest bearing trust account for use on agreed items to maintain the facility in a fully functional condition.

- (6) With these preliminaries in place, or at least in train, it will then be to undertake the detail design of the sports hub and to prepare tenders for the construction of the clubhouse, tennis courts and bowling green.
- (7) Service upgrades or easements can be established during the detailed design phase.
- (8) The upgrade of the cricket wicket can occur at any time in the winter season of 2020.
- (9) Demolition of the Old Scout Hall, Public Toilets 41(a) and the Education Pavilion should occur after Woolorama in 2021. Cricket would need to make use of the Eric Farrow pavilion for the 2021/2022 and 2022/2023 seasons and hockey would need to operate from the pavilion in 2021, 2022 and the commencement of the 2023 season.
- (10) With a successful CSRFF grant, lodged in September 2020 and announced in March 2021, tenders could be called in May 2021, awarded in September and construction could commence in November 2021. The build program would take approximately 18 months with the Sports Hub ready for use in May 2023.
- (11) The tenancy agreement with the clubs to use of the Sports Hub should be executed immediately prior to construction commencing, in October 2021.
- (12) The Tennis and Bowls Club would relocate from their existing premises in May/June 2023.
- (13) The Pony Club could relocate from their existing clubhouse to the tennis clubhouse in July 2023.
- (14) The Pony Clubhouse should be removed or repurposed in August 2023.
- (15) The Bowling Clubhouse should be removed or repurposed in August 2023.

The timeline outlined above is indicative only but is responsive to the anticipated life left in the existing synthetic turf tennis courts and bowling green B.

12.2 Woolorama Facility Improvements

The following works relate more specifically, but not exclusively to the operations of Woolorama and again will be subject to external funding as well as contributions from the WAS and the Shire.

- (16) With respect to the extension of Kitchener Street to the west across Lot 54 to Great Southern Highway, it will be necessary to secure support from the Wagin Agricultural Society.
- (17) If this extension is supported, it will be necessary to secure perpetual rights of access to the extension of Kitchener Street across Lot 54 for the community either by acquisition, easement or lease.
- (18) It is anticipated that the construction of Kitchener Street west to Great Southern Highway will only occur if road grants are secured. The design and a construction program is therefore yet to be determined, but not likely before 2023.
- (19) The construction of the new Sheep Pavilion for both British Breeds and Merinos is likely to be funded by WAS, RED grants and the Shire. Project initiation is expected to be subject to external funding being secured through an application being made by WAS, with Shire support. This will require a financial commitment from both the WAS and the Shire and is not anticipated to occur until 2025.

- (20) Demolition of the existing British Breeds and Merino pavilions to create the entertainment hub should not occur until after the new Sheep pavilion has been constructed and tested during a Woolorama, potentially the 2027 event, with demolition thereafter.
- (21) Once the Kitchener Street extension is underway the east-west service road to the south of the pavilion and from the main arena to Woolorama Ave will need to be constructed. Funding for these two east-west service roads will need to be from the Shire or road grants.
- (22) The construction of new stalls for use by the Trotting Association for trotting meetings, and during Woolorama for cattle displays is possible with financial assistance from Racing and Wagering WA, WAS and the Shire. In this instance the Trotting Association should make the funding application with support from the Shire.
- (23) The Pony Club's desire to cover the dressage arena can proceed at any time funding is secured. Other than funding, the other uncertainty is whether the Club will seek to relocate the arena to the tennis courts for improved viewing (recommended). In this case works cannot commence until after tennis have relocated, mid 2023 at the earliest.

13.0 RECOMMENDATIONS

That the Shire of Wagin:

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

- Seek confirmation from the Pony Club of their desire to retain the dressage arena in its current location and cover it or relocate the arena to the tennis courts before covering it. Subsequent to a determination on location make application for CSRFF support after the funding application for the Sports Hub has been successful.

14.0 ATTACHMENTS

Lot numbers and indicative boundaries within the precinct

Proposed boundary adjustments

Site map and facilities legend

Precinct Masterplan Option 1

Precinct Masterplan Option 2

Precinct Masterplan Option 3

Precinct Masterplan Option 4

Community and Recreation Use

Amenities Facilities

Landscaping plan

Wagin Country Club Option

Precinct Masterplan Option 5

Sports Hub Clubhouse Concept Plan

7. GENERAL BUSINESS

Paul Powell on behalf of Wagin Woolarama

“once we start, we will need to keep going, for example, removal of a location option would require completion of the replacement location prior to the Woolorama start date”

SURVEY

Question from Woolarama Delegate - *Which parts of the Masterplan do we need to survey?*
Noted that items 7 & 4 are linked for Woolorama & item 4 is vital.

Shire’s response by Cr Phillip Blight (Chairperson)

Surveying or an understanding of the underground infrastructure would need to be known regardless of the steps forward, any above ground surveying could be done at a later date. Additional shire budgeting is an option if needed & survey would need to be clear about whether the preferred plan would fit in the chosen location.

GROUND & SITE PLANS

Chairperson Cr Phillip Blight questioned the Committee regarding who knows what is currently on-site including services such as power, water, sewer, gas, phone or optical? Building plans retained at the Shire may show data regarding this. Potential discussed to contract previous contractors who have worked on the sites to gather information about what they installed and where.

POWER & OTHER UTILITY SERVICES

Shire holds concern over the validity of taking electricity from one power source over a number of titles and its legitimacy. Council may need to consider consolidation of all the titles on the land involved in the sportsground should it not be validated. Committee has the potential to arrange with the surveyor to have a conversation with Western Power.

Costs associated with the option of installation of solar power on the Recreation Centre to cover power usage for most of the year (excluding Woolorama).

Currently there are two mains meter boxes on ground providing power over numerous titles. Suggestion from Committee to

Council has put money in the budget for survey but to date there is no brief for the surveyor as this direction would need to come from the Committee. Benefit to the committee and cost effective to have as much self-sourced information prior to the surveyors.

COMMITTEE ACTION

1. **Request that Shire Staff collate the utilities information prior to the next meeting after contacting the following:**
 - **Local electrical contractors (current and retired, Murray Provost, Phil Sprigg, Allan Retallack, Allen Anthony)**
 - **Local Telstra contacts (current and retired, Colin Cummings & Terry Muir)**
 - **Local Western Power representative (current and retired)**



- Local plumbing contractors (current and retired, Mark Stephens, Greg Doak, Dale Painter)
 - Local building contractors (current and retired, Trevor Parsons)
2. Locate and update the utilities plans as per information provide from the above contractors and personnel prior to next meeting.

8. CLOSURE

Next Meeting – Tentatively scheduled for *Wednesday 16 June 2021 at 5.30pm*. Community Liaison Officer/Deputy Chief Executive Officer to liaise with Committee Members regarding preferred day to attend.

There being no further business the Chairperson thanked those in attendance and closed the meeting at 6.30pm

I certify that this copy of the Minutes is a true and correct record of the meeting held on 12 May 2021

Signed:

.....

Chairperson

Date:

.....



**9.3 MINUTES FROM THE WORKS AND SERVICES COMMITTEE MEETING HELD 18
MAY 2021**

COUNCIL DECISION

Moved Cr

Seconded Cr

That the Minutes of the Works and Services Committee Meeting held on 18 May 2021 as attached, be received and the recommendations be adopted as decisions of Council.

Carried 0/0



MINUTES

WORKS AND SERVICES COMMITTEE

18 MAY 2021
Ordinary Council Meeting



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.

In particular and without detracting in any way from the broad disclaimer above, in any discussion regarding any planning application or application for a licence, any statement or intimation of approval made by any member or officer of the Shire of Wagin during the course of any meeting is not intended to be and is not taken as notice of approval from the Shire of Wagin

The Shire of Wagin advises that anyone who has any application lodged with the Shire of Wagin shall obtain and should only rely on **WRITTEN CONFIRMATION** of the outcome of the application, and any conditions attaching to the decision made by the Shire of Wagin in respect of the application.

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

Agenda for the Works and Services Committee meeting to be held in the Council Chambers on Tuesday 18 May 2021 commencing at 3:00pm

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1. OFFICIAL OPENING

The Chairperson, Cr G R Ball opened the meeting at 3.00 pm.

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

2.1 ATTENDANCE

Cr Greg Ball	Chairperson
Cr Bryan Kilpatrick	Councillor
Cr Jason Reed	Councillor
Bill Atkinson	Chief Executive Officer
Allen Hicks	Manager of Works

2.2 APOLOGIES

Cr Geoff West	Councillor
Cr Wade Longmuir	Councillor

3. PETITIONS/DEPUTATIONS/PRESENTATIONS

Nil

4. DISCLOSURE OF FINANCIAL AND OTHER INTERESTS

Nil

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

4.2 DISCLOSURE OF PROXIMITY INTEREST – Local Government Act Section 5.6

4.3 DISCLOSURE OF IMPARTIALITY INTEREST – Administration Regulation Section 34c



5. CONFIRMATION OF PREVIOUS MEETING MINUTES

5.1 MINUTES FROM THE WORKS AND SERVICES COMMITTEE MEETING HELD 18 FEBRUARY 2021

COMMITTEE DECISION

Moved Cr B L Kilpatrick

Seconded Cr J P Reed

That the minutes of the Works and Services Committee meeting held on 18 February 2021 and circulated to all Councillors, be confirmed as a true and accurate record.

Carried 3/0

6. CORRESPONDENCE AND REPORTS

6.1.1. PROPOSED INSTALLATION OF LEVY BANK – WAGIN TOWN WEIR

PROPONENT:	N/A
OWNER:	N/A
LOCATION/ADDRESS:	Vernal Street, WAGIN
AUTHOR OF REPORT:	Chief Executive Officer
SENIOR OFFICER:	Chief Executive Officer
DATE OF REPORT:	10 May 2021
PREVIOUS REPORT(S):	Nil
DISCLOSURE OF INTEREST:	Nil
FILE REFERENCE:	SD.IN.1
ATTACHMENTS:	<ul style="list-style-type: none">• Photograph

OFFICER RECOMMENDATION/COMMITTEE DECISION

Moved Cr J P Reed

Seconded Cr B L Kilpatrick

That the Committee recommend to Council that the height of the north side of the town weir be increased in order to help prevent flooding of Wagin Town Lots 464 & 465 and to increase the water storage capacity of the weir; and that an additional overflow channel be installed to improve drainage efficiency.

Carried 3/0

BRIEF SUMMARY

This report recommends lifting the height of the north bank of the weir to prevent overflow from the weir into adjacent Lots. This would also increase the holding capacity of the weir



BACKGROUND/COMMENT

In times of sustained rainfall, the weir overflows onto land on the north side, some of which is privately owned. Whilst all of the land in this vicinity is low lying and forms part of the natural water catchment of the town, there would be an opportunity to help prevent flooding of the adjacent industrial Lots and to increase the storage capacity of the weir. It is proposed that landfill spoil would be utilised for this purpose.

The weir fulfills an important part of the water storage infrastructure which provides water to the oval, wetlands park and other public areas of town. Water is pumped from the weir to the dam on the North Wagin Nature Reserve and from thence to reticulated areas within the townsite.

CONSULTATION/COMMUNICATION

- Manager of Works

STATUTORY/LEGAL IMPLICATIONS

Nil

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

This work could be carried out under the Shires maintenance budget with the costs comprising fixed operational costs which are contained within the budget.

STRATEGIC IMPLICATIONS

NIL

VOTING REQUIREMENTS

Simple Majority





6.1.2. PADBURY LANE & VENTNOR STREET – DRAINAGE IMPROVEMENT WORKS

PROPONENT:	N/A
OWNER:	N/A
LOCATION/ADDRESS:	<ul style="list-style-type: none">• Padbury Lane (West side of Ventnor Street)• Ventnor Street (Between Ware Street and Padbury Lane)
AUTHOR OF REPORT:	Chief Executive Officer
SENIOR OFFICER:	Chief Executive Officer
DATE OF REPORT:	07 May 2021
PREVIOUS REPORT(S):	Nil
DISCLOSURE OF INTEREST:	Nil
FILE REFERENCE:	SD.IN.1
ATTACHMENTS:	<ul style="list-style-type: none">• Photographs

OFFICER RECOMMENDATION/COMMITTEE DECISION

Moved Cr G R Ball

Seconded Cr B L Kilpatrick

That the Committee recommend that Council give consideration to funding drainage improvement works in Padbury Lane and Ventnor Streets comprising:

1. Lifting the section of Padbury Lane running north/south and shaping the camber to fall east/west.
2. Burying Shire water pipes to improve direct drainage off the Padbury Lane into the drain.
3. Installing an additional box culvert at the Southern termination of Padbury Lane to supplement the existing box culvert.
4. Reducing the level of Padbury Lane between Ventnor Street and the drain to help alleviate runoff into adjacent properties and to direct water into the drain.
5. Widening the bitumen seal on the west side of Ventnor Street, from the Ware Street intersection to align with the wider bitumen seal south of Padbury Lane.
6. Kerb widened section when it has been sealed.

Carried 3/0

BRIEF SUMMARY

This report recommends that improvements be made to Padbury Lane and a section of Ventnor Street to help alleviate the drainage issues that some adjoining properties sustain during high rainfall events.

BACKGROUND/COMMENT

The area in question has been inspected by the Manager of Works and the CEO in company with some residents whose properties back on to Padbury Lane. The town's main drain which transports storm water north/south is situated between Padbury Lane and the Railway



Reserve. In times of high rainfall, the drain can overflow and encroach on to Padbury Lane and into adjacent properties. In very high or extreme rainfall events (as experienced in March 2017), this is likely to reoccur due to the terrain of the area and the natural fall of the terrain.

There are however some measures that can be taken to help alleviate the situation as articulated in the recommendation to this report.

If all of the works were carried out, the estimated cost would be:

Ventnor Street Works: \$26,000

Padbury lane Works: \$17,500

Total **\$43,500**

CONSULTATION/COMMUNICATION

- Manager of Works
- Mrs Sharon Cooper (Resident)
- Mr Keith West (Resident)

STATUTORY/LEGAL IMPLICATIONS

Nil

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

The cost of the proposed works would need to be provided for in the Shires 2021/22 Program of Works.

STRATEGIC IMPLICATIONS

Nil

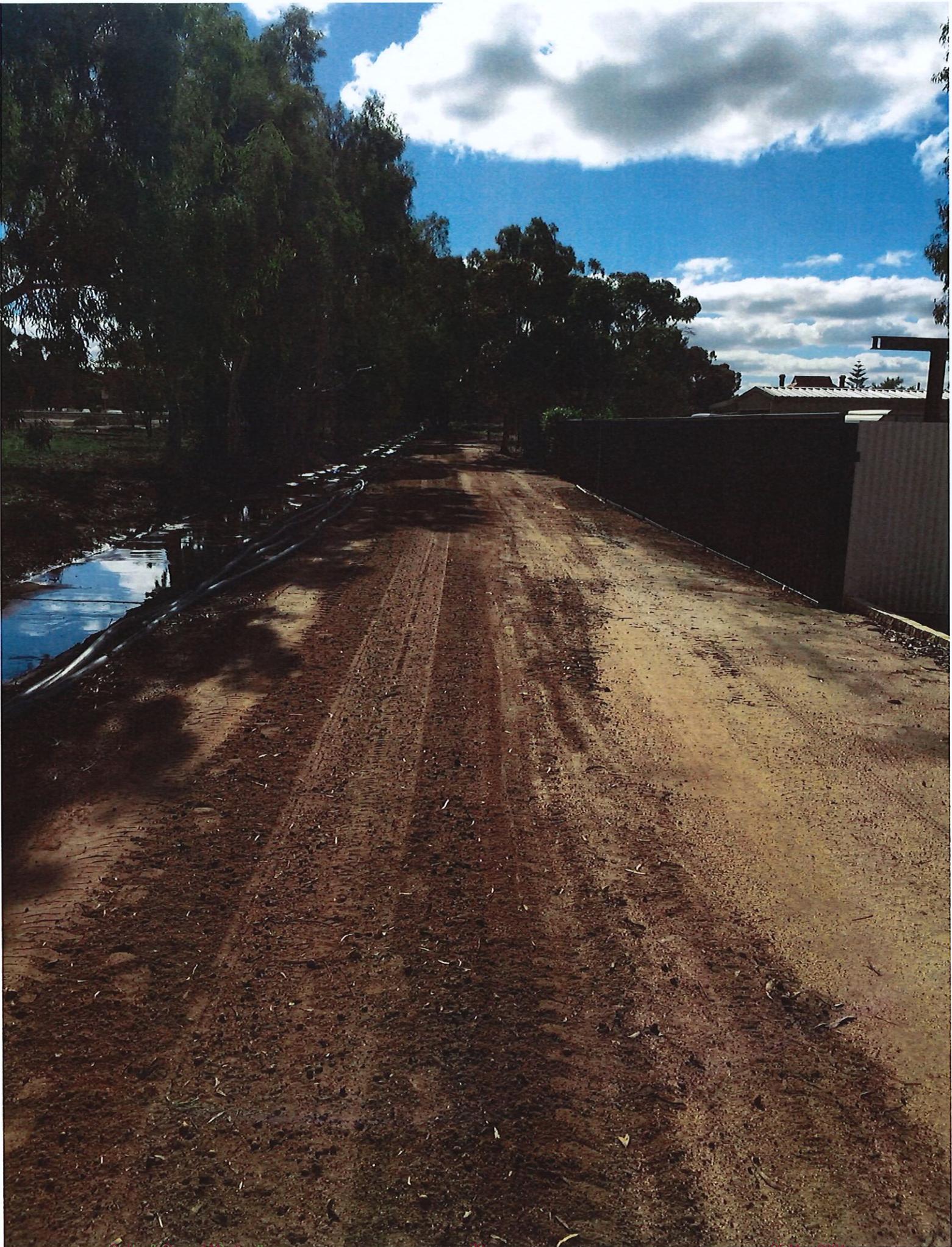
VOTING REQUIREMENTS

Simple Majority

FADBURY LANE



PADBURY LANE



PADBURY LANE



VENTNOR STREET LOOKING NORTH



VENTNOR STREET LOOKING SOUTH





6.1.3. ULTRA STREET – DRAINAGE/PONDING ISSUE

PROPONENT:	N/A
OWNER:	N/A
LOCATION/ADDRESS:	Ultra Street, WAGIN
AUTHOR OF REPORT:	Chief Executive Officer
SENIOR OFFICER:	Chief Executive Officer
DATE OF REPORT:	10 May 2021
PREVIOUS REPORT(S):	Nil
DISCLOSURE OF INTEREST:	Nil
FILE REFERENCE:	SD.IN.1
ATTACHMENTS:	<ul style="list-style-type: none">• Letter – Mrs J Nagle• Email to Mrs Nagle• Photographs

OFFICER RECOMMENDATION/COMMITTEE DECISION

Moved Cr B L Kilpatrick

Seconded Cr J P Reed

That the Committee recommend that Council give consideration to funding drainage improvement works in Ultra Street by way of installing pipes, as required, at the rear entrances to properties.

Carried 3/0

BRIEF SUMMARY

There has been a long-standing problem with water ponding along the west side of Ultra Street and creating difficulties for residents in Johnston Street, accessing the rear of their properties (from Ultra Street).

BACKGROUND/COMMENT

The attached correspondence and photographs explain the situation. There are a couple of options in addressing this matter as explained in the attached email correspondent to the complainant. The long-term solution would be to carry out bitumen widening and kerbing works in accordance with the recommendation.

CONSULTATION/COMMUNICATION

- Manager of Works

STATUTORY/LEGAL IMPLICATIONS

Nil

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

The cost of the proposed works as recommended (\$26000) would need to be provided for in the Shires 2021/22 program of Works.



STRATEGIC IMPLICATIONS

Nil

VOTING REQUIREMENTS

Simple Majority

Bill Atkinson

From: Bill Atkinson
Sent: Thursday, 6 May 2021 2:30 PM
To: jonagle56@gmail.com
Cc: Allen Hicks
Subject: Drainage - Ultra Street

Dear Mrs Nagle,

Thank you for your letter of concern about the drainage issue in Ultra Street and associated access to properties.

There appears to be a couple of options with respect to addressing this issue, being:

- Installation of pipes under crossovers. This would be the cheapest solution, however is unlikely to stop all ponding and would require the pipes to be cleared of debris on a regular basis.
- Widening of bitumen seal along the west side of the street, installation of kerbing and gravelling from the kerbing to the property boundary fences. The cost of this solution would be relatively high, however it would provide a permanent solution which would require little ongoing maintenance. Because of the cost, this work would need to be budgeted for and would need to be carried out next summer because of the bitumen work involved.

The Shires Works Committee will inspect the area when it next meets and will consider which option should be taken up when determining priorities for the budget. I will keep you informed of developments.

BILL ATKINSON

Chief Executive Officer

Shire of Wagin

Ph 98611177

Fax 98611204

Mob 0429611493

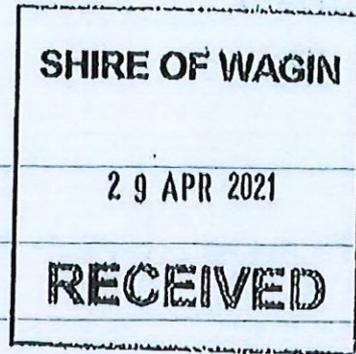


“Disclaimer by the Shire of Wagin:

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



W. PR2 3



17 JOHNSTON ST
WAGIN

WA 6315
28th APRIL.

To whom it may concern
SHIRE OF WAGIN

Regarding the DRAINAGE at the
back of our property 17 JOHNSTON ST

THE DRAINAGE at the back of our
property which is ULTRA NEED NEEDS
URGENT ATTENTION before
winter.

A couple of years ago we
complained & you put blue metal
in our drive way telling us
a cross over would be put in
when it dried out.

ULTRA STREET LOOKING SOUTH.



ULTRA STREET





7. GENERAL BUSINESS

7.1 2020/2021 PLANT REPLACEMENT PROGRAM

COMMITTEE DECISION

Moved: Cr B L Kilpatrick

Seconded Cr J P Reed

That the Committee recommend to Council that the Plant Replacement Program be adjusted by deferring the purchases of P19 (Dynapac Steel Roller) to 2024/25, P20 (John Deere Tractor) to 2023/24 & P39 (Case Skid Steer Loader) to 2023/24 and that consideration be given in the Shires 2021/22 Budget to purchasing a mini excavator and trailer at a combined cost of approximately \$50,000.

CARRIED 3/0

The proposed Plant Replacement Program as adjusted is shown hereunder;

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

Plant #	Description	Year Purchased	Replacement Period (Years)	2020/21 Budget	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30
P01	Isuzu MU-X LST SUV Wagon (2019) - CEO	2019/2020	4				22,000				24,000		
P02	Isuzu MU-X LST SUV Wagon (2018) - DCEO	2018/2019	4			20,000				22,000			
P04	Isuzu D-Max Crew Ute (2017) - MOW	2016/2017	4	18,000			20,000				22,000		
P05	Mazda CX5 GT SUV Wagon (2018) - Doctor	2017/2018	4		22,000				24,000				26,000
P08	Holden ZB Commodore Calais (2018) - EHO/BS	2018/2019	4			16,000				18,000			
P09	WCM 30 Front End Loader (2006) - Refuse Site	2011/2012	Not Replacing										
P10	Komatsu Grader (2014)	2014/2015	7	250,000								250,000	
P11	Komatsu Loader (2018)	2017/2018	5 to 6				200,000						200,000
P12	Komatsu Grader (2018)	2018/2019	7						240,000				
P14	Isuzu Side Tipper Truck 13t (2019)	2019/2020	5 to 7							130,000			
P15	Bomag Multi Tyred Roller (2007) - Maint Grade	2007/2008	Not Specified										
P16	Isuzu Truck 6t (2016)	2016/2017	5 to 7			55,000					65,000		
P18	Kubota Ride on Mower (2019)	2019/2020	10										25,000
P19	Dynapac Steel Roller (2009)	2007/2008	10					135,000					
P20	John Deere Tractor (2005)	2005/2006	Not Specified				65,000						
P21	Isuzu Crew Cab (2016)	2016/2017	5 to 7			50,000					60,000		
P22	John Deere Mower (2015)	2015/2016	6 to 10			8,000							
P24	Toyota Hilux Workmate Ttop (2010) - Other	2010/2011	4 to 10	20,000								22,000	
P25	Toyota Hilux Workmate Ttop (2010) - Gardener (Elsie)	2010/2011	4 to 10	20,000					20,000				
P26	Mitsubishi Triton Ttop (2014) - Gardener (Mike)	2014/2015	4 to 10					18,000					
P27	Mitsubishi Triton Ttop (2014) - Building Maintenance	2014/2015	4 to 10		17,000						18,000		
P38	Mahindra Pick-up Ttop (2016) - Ranger	2015/2016	4 to 10			14,000			16,000				20,000
P39	Case Skid Steer (2013)	2013/2014	8 to 10				40,000						
P40	Isuzu Side Tipper Truck 13t (2018)	2018/2019	5 to 7					120,000					
P42	Isuzu Side Tipper Truck 13t (2013)	2013/2014	5 to 7			140,000						135,000	
P43	Toro Ride on Mower (2013)	2013/2014	10					20,000					20,000
P47	Caterpillar Backhoe Loader (2012)	2015/2016	10					90,000					
P48	Tennant Street Sweeper (2008)	2015/2016	6 to 10		40,000					50,000			
P49	Multipac Multi Tyred Roller (2016)	2016/2017	10							120,000			
P50	Toyota Hilux Workmate Ttop (2017) - Gardener (Tracy)	2017/2018	4 to 10				18,000					18,000	
P51	Forklift (2018)	2018/2019	Not Specified										
P52	Kubota RTV Gator (2019)	2019/2020	Not Specified										
P85	Toyota Hilux Workmate Ttop (2010) - Maint Grader	2010/2011	4 to 10	20,000					18,000				
P94	Toyota Hilux Workmate Ttop (2019) - Mechanic	2019/2020	4 to 10										26,000
	Stump Grinder/Mulcher - Operating Expenditure												
	Mini Excavator & Trailer	2021/2022			50,000								
TOTAL				328,000	129,000	303,000	365,000	383,000	318,000	340,000	189,000	425,000	317,000
RESERVE FUND				2020/21	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27	2026/27	2026/27	2026/27
Opening Balance				302,669	277,696	454,250	460,335	404,542	329,632	318,225	284,590	401,281	284,307
Interest				3,027	5,554	9,085	9,207	8,091	6,593	6,365	5,692	8,026	5,686
Transfer In				0	171,000	0	0	0	0	0	111,000	0	0
Transfer Out				28,000	0	3,000	65,000	83,000	18,000	40,000	0	125,000	17,000
Closing Balance				277,696	454,250	460,335	404,542	329,632	318,225	284,590	401,281	284,307	272,993
Municipal Contribution				300,000									



7.2 2020/2021 WORKS PROGRAM

COMMITTEE DECISION

Moved: Cr J P Reed

Seconded: Cr B L Kilpatrick

That the Committee recommend to Council that;

1. The status of the 2020/21 road/footpath program be noted and that the extension of culverts on the Beaufort and Bullock Hills Roads be carried forward to the 2021/22 financial year.
2. The costings be carried out to apply a 3.8 bitumen seal on Moore Street, Wagin, for consideration in the Shire's 2021/22 Budget.

CARRIED 3/0

2020/2021 DRAFT 10 YEAR ROAD / FOOTPATH PROGRAM														
CAPITAL RENEWA	R-No	DESCRIPTION	COST	RRG	RTR	LR CIP	SHIRE	START	FINISH	LENGTH	DAYS	COMMENTS	START	FINISH
Bullock Hills	4	Reconstruct Seal Widen	80,056		60,056		20,000	7.61	8.61	1.00	10	Ongoing	18.1.2021	2.2.2021
Badgaming	64	Clear Widen and Form	20,000				20000	5.38	7.38	2.00	15	Finish	24.7.2020	4.8.2020
Beaufort	4	Extend culverts	30,000				30,000	6.82	9.54	3.43	20	Ongoing		
Beaufort	2	mulch/Clear Widen verg	50,000				50,000	1.60	6.60	5.00	15	Ongoing	2.10.2020	7.10.2020
Bullockhills	2	Extend culverts	30,000				30,000	5.02	8.66	3.64	20	Ongoing		
Gofer Ramps	Various	cement crossovers	5,000				5,000				15	Finish	8.1.2021	
FOOT PATHS														
Trimdon Street	139	Trent to Leake Lane	25,000			25,000		0.144	0.20	0.056	5	Ongoing		
strickland Street	114	Upland to Unit	35,000				35,000	0.20	0.40	0.20	4	Finish		
Arnott St	155	Ware to Leonora	33,000				33,000	0.12	0.25	0.13	4	Ongoing		
KERBING														
Ballagin St	176	East Side	17,000				17,000	0.58	0.34	0.24	5	Ongoing		
Ballagin St	176	West Side	20,000				20,000	0.550	0.270	0.28	5	Finish		
Strickland St	114	West Side	17,000				17,000	0.00	0.19	0.19	4	Ongoing		
Nalder st	148	Both Sides	16,000				16,000	0.00	0.19	0.19	4	Ongoing		
RESEALS														
Norring	9	Reseal	60,000		60,000			3.49	6.63	3.14	4	Finish	12.1.2021	
Rifle st (golf club road)	126	Reseal	25,000		25,000			2.12	3.32	1.20	2	Finish	3.2.2021	
Unicorn st	157	Reseal	7,000		7,000			0.00	0.12	0.12	1	Finish	3.2.2021	
Beaufort	2	Reseal	70,000		70,000			1.56	5.70	4.14	4	Ongoing	13.1.2021	
Corrector Seals		Swimming pool entrance	23,000				23,000			417 m2	1	Finish	8.12.2020	8.12.2020
CAPITAL UPGRADE														
Buttfield	58	Gravel Sheet	28,000				28,000	0.00	0.54	0.54	5	Ongoing	5.8.2020	7.8.2020
Sprigg	34	clear widen/form	25,000				25,000	0.00	3.00	3.00	15	Ongoing		
Bolt	65	Gravel Sheet	90,000		90,000			0.00	2.30	2.30	10	Finish		
Rural spraying	Various	all bitumen shoulders	12,000				12,000			264 km	20	8000	16.7.2020	31.7.2020
Gundaring Nth	39	Gravel Sheet	48,000				48,000	2.56	5.56	3.00	12	Ongoing	31.8.2020	9.8.2020
Piessville Jaloran	22	Gravel Sheet	48,000				48,000	0.24	3.11	2.87	15	Ongoing	18.8.2020	1.9.2020
Robinson R	87	Gravel Sheet	42,000				42,000	6.10	9.64	3.54	5	Finish	14.7.2020	21.7.2020
Dongolocking	1	Reconstruct Seal Widen	225,453	150,302			75,151	3.21	6.21	3.00	14	Ongoing		
Jaloran	5	Reconstruct Seal Widen	225,453	150,302			75,151	14.50	15.74	1.24	5	Finish		
GENERAL WORKS														
MAINTENANCE	Various	Bridge/Drainage	27,500				27,500					Various		
MAINTENANCE	Various	Unscheduled	110,000				110,000					Various		
MAINTENANCE	Various	Mtce/Grade/etc	220,000				220,000					Rural Roads		
WOOLORAMA/PREP			55,000				55,000							
RURAL TREE PRUNING	Various	Clear Widen and form	95,000				95,000				20	Ongoing		
TOTAL			\$ 1,814,462	\$ 300,604	\$ 312,056	\$ 25,000	\$ 1,176,802				254			
Capital Only			1,306,962	300,604	312,056	25,000	669,302							
Blackspot Funding							1,306,962							
RRG Funding			300604											
Roads to recovery Fundin			312,056											



8. INSPECTIONS

8.1 JOHNSTON STREET KERBING (PROPOSED) WEST SIDE

Noted that the renewal of kebing on the west side of Johnston Street will be necessarily contained to the section between Upland Street and Urban Street only due to the engineering issue around drainage and street trees on the remainder of the west side of the street.

8.2 AIRFIELD (DRAINAGE ISSUES)

Noted that some clearing of entrances to the drainage pipe running West to east across the gravel strip (north) is required.

8.3 PUNTAPIN DAM

This was not inspected.

9. CLOSURE

There being no further business the Chairperson thanked those in attendance and closed the meeting at 4:45pm

I certify that this copy of the Minutes is a true and correct record of the meeting held on 18 May 2021

Signed:

.....

Chairperson

Date:

.....

10. STATUS REPORT – APRIL 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 to be 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. Plan now finalised. Work to commence once Budget has been adopted 2020/2021 Work continues on this project, progress going well.	New Comment: Works are continuing, now at 70% completion. To be finished at the end of June.
26 Nov 2019	4145					
24 March 2020	4218					



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.
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 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

28 July 2020	4344	CEO/ DCEO/ CPO	Town Square Redevelopment Stages 1 & 2	<p>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.</p> <p>2. That Stage 1 of the development proceeded with.</p> <p>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.</p> <p>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.</p> <p>5. That provision be made in Stage 1 to accommodate a future electric charging station.</p>	Completed with exception of tree planning and landscaping.	New Comment: Plants and Trees ordered will be planted in early June. DECroture, lighting and bins to also go in. Completed by end of June.
23 March 2021	4509	DCEO/ MOW		<p>That Council approve the changes to the Town Square Project as follows;</p> <ul style="list-style-type: none"> • 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 Taylor Lane. 		New Comment: Car Parking only signage replaced the 2-hour parking only, all signage completed. Landscaping will commence shortly

27 April 2021	4539	CEO/EA	Wagin Airfield	<p>New Action:</p> <ol style="list-style-type: none"> 1. Acknowledge that the required number of Councillors (at least 4) support a motion to revoke decision 4514 (15.2 Setting of Annual Lease Fees – Wagin Aerial Landing Ground) made at the Ordinary Meeting of Council on 23 March 2021 in accordance with Regulation 10. Local Government (Administration) Regulations 1996 s.5.25(1)(e) 2. Resolve to revoke decision 4514 (15.2 Setting of Annual Lease Fees – Wagin Aerial Landing Ground) made at the Ordinary Meeting of Council on 23 March 2021. 	.	<p>New Comment: Advertised Narrogin Observer 06 May 2021. Refer to May Agenda item</p>
27 April 2021	4540			<p>That Council;</p> <ol style="list-style-type: none"> 1. That the annual ground market rent for sites 1,2,3,5,6,7,8,9 at the Wagin Aerial landing Ground (ex GST) be \$450.00 per annum from the 1st of July 2021 (50% of current market rental valuation) plus annual CPI increases. 2. That the annual market rent for site 4 (hanger and workshop owned by the Shire and leased by Mr Paul Drayton) 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. 		

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. New Comment: Status Same No update, status “pending assessment”	
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. Funding approved Wagin Historical Village to manage project.	
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. Funding approved, works scheduled.	
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	

27 April 2021	4525	CEO/CSO		<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 the following Local Law be adopted: <ol style="list-style-type: none"> a. Shire of Wagin Bushfire Brigades Local Law 2. Provide a copy of the 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 3. Advertise that submissions regarding these Local Law changes will be accepted until close of business on the 17 June 2021 		<p>New Comment: Advertised in the West Australian, Tuesday 04 May 2021</p>
23 March 2021	4506	CEO	Wagin Historical Village – Request to Reallocate Grant Funding	That the previous allocation of funds (\$10,000) to the Wagin Historical Village be reallocated to improvement works at the Betty Terry Theatre.	Repair and Painting works planned.	
23 March 2021	4513	CEO	Medical Services Agreement	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.	IPN advised, awaiting response.	

27 April 2021	4524	CEO	Lot 32 Trent Street (former Road Board Office)	<p>New Action:</p> <p>1. That Council make application for the freeholding of Lot 32 Trent Street (Former Road Board Office) to the Shire of Wagin.</p> <p>2. If Council decides to proceed with the freeholding of the building after advice of the probable acquisition costs, that it initiate a rezoning of Lot 32 Trent Street from Public Purposes to Commercial.</p>		<p>New Comment: Application made – April 2021</p>
27 April 2021	4529	CEO/DCEO	Proposed Cosmetic upgrades of Business Premises in Tudhoe Street	<p>New Action:</p> <p>1. That Council increase its subsidy to owners of business premises intending to paint and effect structural improvements/restorations to shopfronts, facades and verandas from a maximum of \$2000 to \$2500.</p> <p>2. That consideration be given in Councils Townscape Enhancement forthcoming budget deliberations towards allocating \$25,000 towards the cosmetic upgrade of the façade of business premises in Tudhoe Street, Wagin, subject to any Shire contribution not exceeding one third of the total cost involved with respect to upgrades undertaken.</p>		<p>New Comment: Proponent informed</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.		New Comment: In Progress
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 Committee Members in late Feb. Staff have advertised for Steering Committee members, closes on 25 March 2021
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	Refer to agenda item for adoption of Steering Committee Terms of Reference and Steering Committee Membership.
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.	
27 April 2021	4532	DCEO	Sportground Precinct Redevelopment Steering Committee	<p>New Action:</p> <p>1. That Council establish the Wagin Sportsground Precinct Redevelopment Steering Committee which will be comprised of Council members and other persons.</p> <p>2. That Council appoint the following persons to be members to the Wagin Sportsground Precinct Redevelopment Steering Committee</p> <ul style="list-style-type: none"> • Cr Phillip Blight (Shire President) • Cr Wade Longmuir • Howard Ward • Paul Powell • Bronwyn Hegarty • Dwight Kellow • Brendan Hall • Fiona Dawson • Kevin Spurr • Stephen van Schalwyk • Campbell Clifton <p>3. In the instance of a casual vacancy the respective club will nominate a person and council will appoint as required</p> <p>4. That the appointments to the Wagin Sportsground Precinct Redevelopment Steering Committee be made until October 2023</p>	<p>New Comment:</p> <p>Refer to Sportsground Precinct Redevelopment Steering Committee Minutes in Agenda.</p>
	4533	DCEO			



<p>2 Sept 2019</p>	<p>4096</p>	<p>Town Planner</p>	<p>Land Tenure options for new telecommunications infrastructure (mobile phone base station)</p>	<p>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</p>	<p>Project delayed due to Telstra prioritising replacement of infrastructure damaged in Eastern States bushfires.</p> <p>Indication from Telstra (June 2020) that this is being progressed with expected completion in early 2021</p>	<p>Could be 2 years before tower is erected 2020.</p> <p>Some land tenure issues that need to be followed up.</p>
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HEALTH, BUILDING AND PLANNING

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. Revegetation of lot to be programmed	New Comment: Status Same
27 April 2021	4536	EHOB	Telecommunication Infrastructure at Lot 1 (no. 1) Traverse Street	New Action: That the development application submitted by Telstra Corporation Limited to construct new telecommunications infrastructure on a portion of Lot 1 (No.1) Traverse Street, Wagin for satellite-based telecommunication services be APPROVED subject to compliance with the conditions and advice notes.		New Comment: Proponent advised

27 April 2021	4538	CEO	Telecommunication Tower - Shire of Wagin Administration Building	<p>New Action:</p> <ol style="list-style-type: none"> 1. That Council advise the proponent that it has no objection to the installation of telecommunications network equipment at the Wagin Shire Administration Building, subject to the proponent: <ol style="list-style-type: none"> a) Bearing all costs and obtaining any other approvals associated with the installation and maintenance of the equipment. b) Indemnifying the Shire of Wagin against any costs, claims or damages associated with the installation and maintenance of the equipment. c) Making good and remedying any adverse impacts caused by its equipment to any part of the building, existing equipment thereon and/or any electrical or other interference to existing telecommunications or other infrastructure situated on or around the Shire Administration Building. d) Accepting that should the equipment result in any adverse issues associated with the communications, infrastructure and operations of the Shire of Wagin, that the equipment be decommissioned and removed within 30 days of notice being given. 2. That the CEO investigate the implications and viability of taking up the proponents offer of providing an internet service to the Shire at a 30% discount. 3. If negotiations can be satisfactorily concluded then the agreement to prevail whilst the telecommunications infrastructure remains in situ on the Shire Administration building. 4. That the placement of the proponents infrastructure be governed by way of a formal contract between the proponent and Shire of Wagin. 	<p>New Comment: Issues with proposed contractual arrangement, refer to Agenda item in May Agenda.</p>	
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WORKS AND SERVICES

Date	Resolution #	Officer	Description	Action	Status	Questions & Comments
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>As time permits</p> <p>New Comment: Status same</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>Funding approved for all projects.</p>	



11. FINANCIAL REPORTS

11.1. FINANCIAL REPORTS – APRIL 2021

PROPONENT:	N/A
OWNER:	N/A
LOCATION/ADDRESS:	N/A
AUTHOR OF REPORT:	Manager of Finance
SENIOR OFFICER:	Deputy Chief Executive Officer
DATE OF REPORT:	17 May 2021
PREVIOUS REPORT(S):	21 April 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 30 April 2021 as presented.

Carried 0/0

OFFICER RECOMMENDATION

Moved Cr

Seconded Cr

That EFT Payments EFT10657 – EFT10694, EFT10700 – EFT10705, EFT10708 – EFT10750 Cheque Payments 5459 – 5467 and Direct Debit Payments from the Municipal Account totalling \$515,110.35 and EFT Payments EFT10695 – EFT10699, EFT10706 – EFT10707 Cheque Payments 2586 – 2589 from the Restricted Funds Account totalling \$1,710.75 for the month of April 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 April 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 30th of April 2021 is \$1,062,080 compared to \$1,329,454 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 April amounted to \$2,582,691 or 97% which compares with 96% at the same time last year. State road funds have been recouped as soon as practicable with the Direct Grant and 80% of Road Project Grants applied for and received. The Local Roads and Community Infrastructure Program (LRCIP) Phase 1 initial 50% of \$174,481 has been received plus a subsequent instalment of \$67,982. LRCIP Phase 2 projects will be carried out between the 2020/21 and 2021/22 financial years of which the 70% first instalment of \$195,713 was received in April.

The Shire has a total of \$2,890,777 invested in interest bearing accounts which are currently earning interest of 0.05% on Treasury OCDF (\$1,228,576) and 0.22% on Reserve Term Deposit (\$1,662,201). 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 30 April 2021

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

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Note 5	Rate Revenue
Note 6	Disposal of Assets
Note 7	Capital Acquisitions
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Note 11	Trust Fund

**MONTHLY FINANCIAL REPORT
FOR THE PERIOD ENDED 30 APRIL 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	68%	20,000	13,594
Plant & Equipment	93%	523,000	483,896
Furniture & Equipment	57%	173,837	98,766
Infrastructure - Roads	79%	1,122,464	891,643
Footpaths	8%	121,962	10,345
Infrastructure - Other	60%	670,250	401,817
Grants, Subsidies and Contributions			
Operating Grants, Subsidies and Contributions	84%	1,296,447	1,090,973
Non-operating Grants, Subsidies and Contributions	79%	919,823	729,645
Rates Levied	100%	2,380,726	2,369,628

% Compares current ytd actuals to annual budget

Financial Position	* Note	This Time Last Year 29 Apr 2020	Year to Date Actual 30 Apr 2021
Adjusted Net Current Assets	80%	\$ 1,329,454	\$ 1,062,080
Cash and Equivalent - Unrestricted	136%	\$ 961,145	\$ 1,306,563
Cash and Equivalent - Restricted	117%	\$ 1,417,810	\$ 1,662,201
Receivables - Rates	83%	\$ 111,675	\$ 93,171
Receivables - Other	18%	\$ 507,828	\$ 93,574
Payables	91%	\$ 146,845	\$ 132,942

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

PREPARATION TIMING AND REVIEW

Date prepared: All known transactions up to 17 May 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 excluded from the statement, but a separate statement of those monies appears at Note 11.

SIGNIFICANT ACCOUNTING POLICES

GOODS AND SERVICES TAX

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

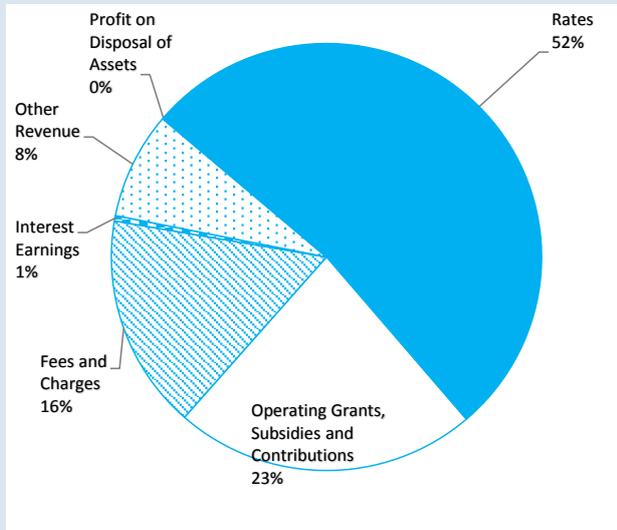
CRITICAL ACCOUNTING ESTIMATES

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

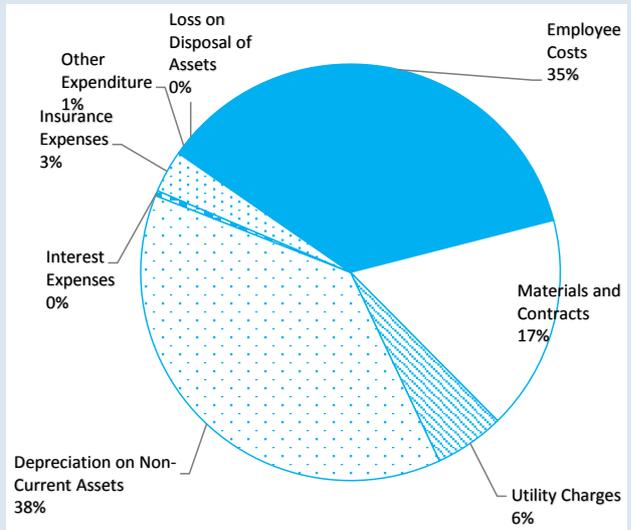
ROUNDING OFF FIGURES

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

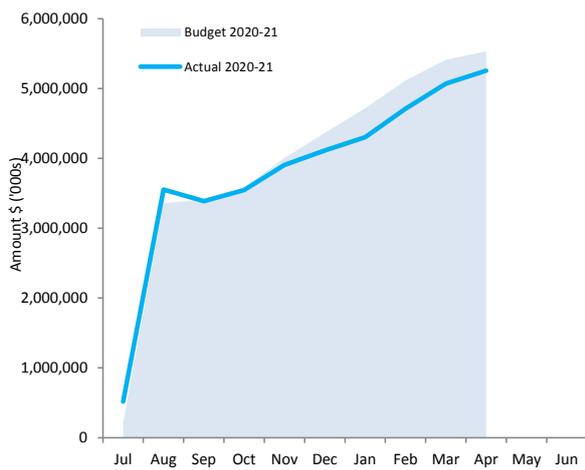
OPERATING REVENUE



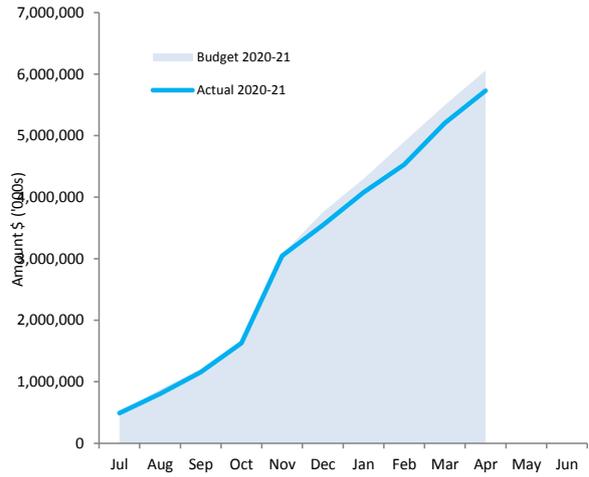
OPERATING EXPENSES



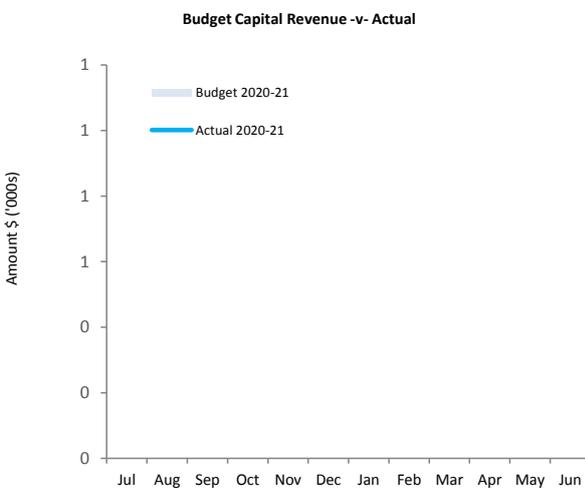
Budget Operating Revenues -v- Actual



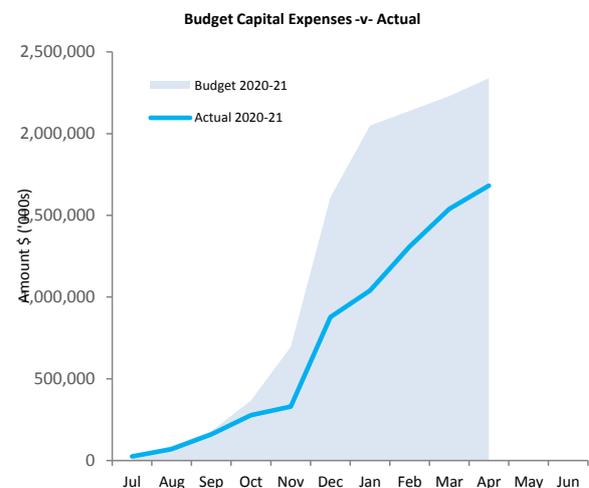
Budget Operating Expenses -v-YTD Actual



CAPITAL REVENUE



CAPITAL EXPENSES



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

**KEY TERMS AND DESCRIPTIONS
FOR THE PERIOD ENDED 30 APRIL 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 30 APRIL 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	5,170	430	(4,740)	
General Purpose Funding - Rates	5	2,380,727	2,379,896	2,369,628	(10,268)	
General Purpose Funding - Other		899,685	714,555	695,131	(19,424)	
Law, Order and Public Safety		180,991	179,266	101,221	(78,045)	▼
Health		60,132	48,200	46,813	(1,387)	
Education and Welfare		404,715	378,553	401,767	23,214	▲
Community Amenities		364,325	353,325	355,201	1,876	
Recreation and Culture		95,113	90,615	114,363	23,748	▲
Transport		227,480	215,545	181,824	(33,721)	▼
Economic Services		226,700	188,910	174,340	(14,570)	
Other Property and Services		110,900	92,510	85,797	(6,713)	
		4,956,768	4,646,545	4,526,515		
Expenditure from operating activities						
Governance		(448,060)	(393,854)	(295,618)	98,236	▲
General Purpose Funding		(386,202)	(318,170)	(342,635)	(24,465)	▼
Law, Order and Public Safety		(298,841)	(263,231)	(212,186)	51,045	▲
Health		(244,376)	(200,627)	(201,260)	(633)	
Education and Welfare		(455,086)	(382,543)	(377,136)	5,407	
Community Amenities		(564,900)	(466,987)	(435,099)	31,888	▲
Recreation and Culture		(1,330,731)	(1,131,144)	(1,125,744)	5,400	
Transport		(2,677,076)	(2,249,030)	(2,239,140)	9,890	
Economic Services		(388,758)	(329,783)	(316,697)	13,086	
Other Property and Services		(354,213)	(323,077)	(184,818)	138,259	▲
		(7,148,243)	(6,058,446)	(5,730,333)		
Operating activities excluded from budget						
Add Back Depreciation		2,566,921	2,139,130	2,175,867	36,737	▲
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	709,237	985,579		
Investing Activities						
Non-operating Grants, Subsidies and Contributions	10	919,823	886,623	729,645	(156,978)	▼
Proceeds from Disposal of Assets	6	195,000	195,000	167,728	(27,272)	▼
Capital Acquisitions	7	(2,631,513)	(2,339,049)	(1,900,060)	438,989	▲
Amount attributable to investing activities		(1,516,690)	(1,257,426)	(1,002,687)		
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)	(46,859)	(12,419)	
Transfer to Reserves	9	(186,088)	(4,635)	(5,891)	(1,256)	
Amount attributable to financing activities		33,120	(29,481)	(43,156)		
Closing Funding Surplus(Deficit)	1(b)	0	548,446	1,062,080		

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 30 APRIL 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 30 APRIL 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	2,379,896	2,369,628	(10,268)	
Operating Grants, Subsidies and Contributions	10	1,296,447	1,111,449	1,029,336	(82,113)	▼
Fees and Charges		778,680	712,758	734,513	21,755	▲
Interest Earnings		52,063	42,013	18,437	(23,576)	▼
Other Revenue		430,860	382,437	366,630	(15,807)	
Profit on Disposal of Assets	6	17,992	17,992	7,969	(10,023)	
		4,956,768	4,646,545	4,526,513		
Expenditure from operating activities						
Employee Costs		(2,533,808)	(2,146,125)	(1,981,998)	164,127	▲
Materials and Contracts		(1,281,814)	(1,103,544)	(954,168)	149,376	▲
Utility Charges		(372,039)	(310,014)	(309,983)	31	
Depreciation on Non-Current Assets		(2,566,921)	(2,139,130)	(2,175,867)	(36,737)	▼
Interest Expenses		(31,391)	(26,160)	(23,186)	2,974	
Insurance Expenses		(187,283)	(187,283)	(188,894)	(1,611)	
Other Expenditure		(174,987)	(146,190)	(77,034)	69,156	▲
Loss on Disposal of Assets	6	0	0	(19,204)		
		(7,148,243)	(6,058,446)	(5,730,334)		
Operating activities excluded from budget						
Add back Depreciation		2,566,921	2,139,130	2,175,867	36,737	▲
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	709,237	985,576		
Investing activities						
Non-operating grants, subsidies and contributions	10	919,823	886,623	729,645	(156,978)	▼
Proceeds from Disposal of Assets	6	195,000	195,000	167,728	(27,272)	▼
Capital acquisitions	7	(2,631,513)	(2,339,049)	(1,900,060)	438,989	▲
Amount attributable to investing activities		(1,516,690)	(1,257,426)	(1,002,686)		
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)	(46,859)	(12,419)	
Transfer to Reserves	9	(186,088)	(4,635)	(5,891)	(1,256)	
Amount attributable to financing activities		33,120	(29,481)	(43,156)		
Closing Funding Surplus (Deficit)	1(b)	0	548,446	1,062,080		

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 30 APRIL 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	(78,045)	▼	Timing	MAF Funding yet to be received which is offset by the reduction of expenditure.
Education and Welfare	23,214	▲	Permanent	Homecare Fee for Service higher than budgeted.
Transport	(33,721)	▼	Timing	RADs Airport Grant yet to be received.
Expenditure from operating activities				
Governance	98,236	▲	Timing	Admin Salaries, Removal and Training Expenses under YTD Budget.
Law, Order and Public Safety	51,045	▲	Timing	MAF Funding expenditure to be carried out which offset by the reduced income received.
Community Amenities	31,888	▲	Timing	Town Planning Expenses under year to date budget.
Other Property and Services	138,259	▲	Timing	Council Housing Maintenance and Community Requests/Donations/Sponsorship under YTD budget.
Investing Activities				
Non-operating Grants, Subsidies and Contributions	(156,978)	▼	Timing	RRG, Main Roads Bridge 18/19 Funding & LRCIP projects yet to be finalised.
Proceeds from Disposal of Assets	(27,272)	▼	Permanent	Proceeds from Grader disposal less than anticipated.
Capital Acquisitions	438,989	▲	Timing	IT Upgrade, CCTV Upgrade, Footpath Program, Sportsground Precinct, Wetlands Park, Airport Development and Townscape Projects all to be finalised.

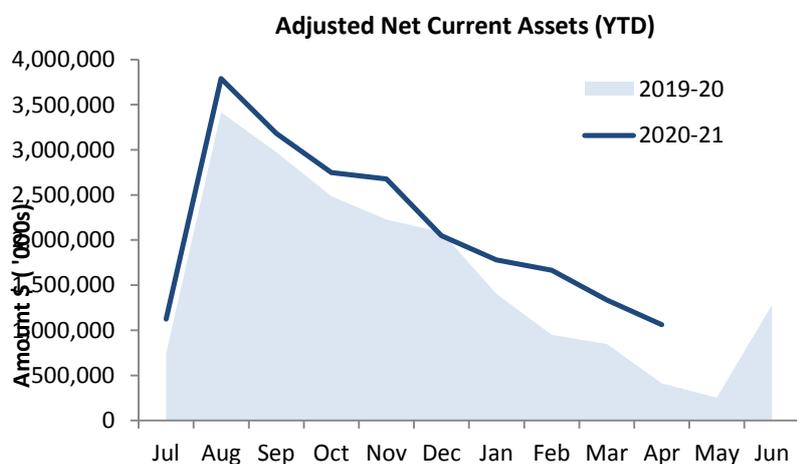
	Ref Note	Last Years Closing 30 June 2020	This Time Last Year 30 Apr 2020	Year to Date Actual 30 Apr 2021
		\$	\$	\$
Adjusted Net Current Assets				
Current Assets				
Cash Unrestricted	3	1,246,490	961,145	1,298,363
Cash Restricted	3	1,680,778	1,417,810	1,662,201
Receivables - Rates	4	63,810	111,675	93,171
Receivables - Other	4	136,401	507,828	93,574
Loans receivable		19,333	9,450	9,739
Interest / ATO Receivable		0	0	0
Accrued Income / Expenses In Advance		29,241	216,954	78,649
Inventories		38,574	46,978	38,574
		3,214,627	3,271,839	3,274,271
Less: Current Liabilities				
Payables		(247,789)	(146,845)	(132,942)
Accrued Expenses / Income In Advance		(107,308)	(331,208)	(370,237)
Regional Refuse Group Accrued Funds		(37,071)	(37,071)	(37,071)
Provisions - Loans, Annual & Long Service Leave		(376,307)	(326,785)	(329,449)
		(768,476)	(841,910)	(869,699)
Unadjusted Net Current Assets		2,446,151	2,429,930	2,404,572
Adjustments and exclusions permitted by FM Reg 32				
Less: Cash reserves	3	(1,680,778)	(1,417,810)	(1,662,201)
Less: Loans receivable		(19,333)	(9,450)	(9,739)
Add: Provisions - Loans, Annual & Long Service Leave		376,307	326,785	329,449
Adjusted Net Current Assets		1,122,347	1,329,454	1,062,080

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)
\$1.06 M
Last Year YTD
Surplus(Deficit)
\$1.33 M

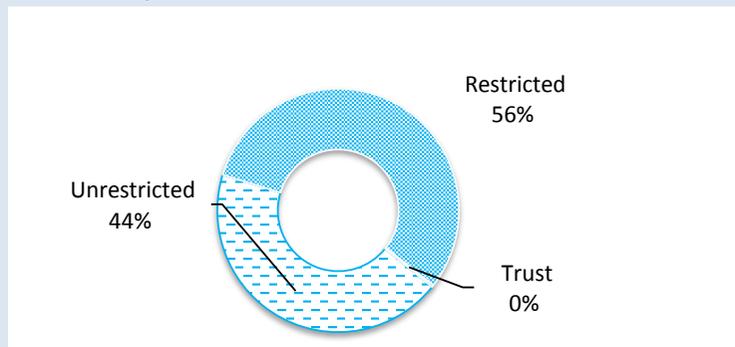
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 APRIL 2021**

**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	57,861			57,861	NAB	Nil	At Call
Overnight Cash Deposit Facility	1,228,576			1,228,576	Treasury	0.05%	At Call
Restricted Funds Account	18,776			18,776	NAB	Nil	At Call
Trust Fund			8,200	8,200	NAB	Nil	At Call
Term Deposits							
Municipal Investment - Term Deposit		1,662,201		1,662,201	NAB	0.22%	29-Jun-21
Total	1,306,563	1,662,201	8,200	2,976,964			

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
\$2.98 M	\$1.31 M

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 APRIL 2021**

**OPERATING ACTIVITIES
NOTE 4
RECEIVABLES**

Rates Receivable	30 June 2020	30 April 2021
	\$	\$
Opening Arrears Previous Years	56,891	63,810
Levied this year	2,592,059	2,612,052
Less Collections to date	(2,585,140)	(2,582,691)
Equals Current Outstanding	63,810	93,171
Net Rates Collectable	63,810	93,171
% Collected	99.73%	0.00%

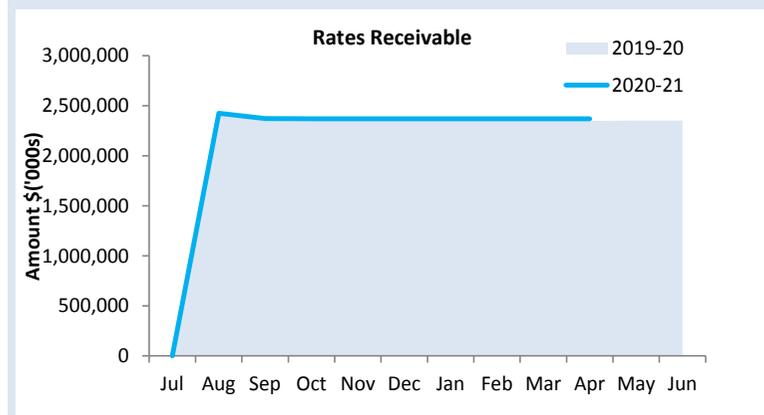
Receivables - General	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$
Receivables - General	26,981	40,579	695	27,820	96,074
Percentage	28%	42%	1%	29%	
Balance per Trial Balance					
Sundry debtors					96,074
Loans receivable - clubs/institutions					9,739
Doubtful Debtors					(2,500)
Total Receivables General Outstanding					103,314
Amounts shown above include GST (where applicable)					

KEY INFORMATION

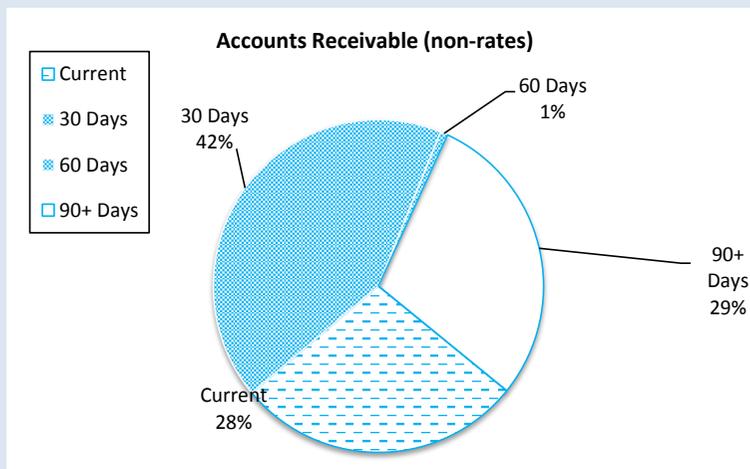
Trade and other receivables include amounts due from ratepayers for unpaid rates and service charges and other amounts due from third parties for goods sold and services performed in the ordinary course of business.

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%	\$93,171



Debtors Due
\$103,314
Over 30 Days
72%
Over 90 Days
29%

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 APRIL 2021**

**OPERATING ACTIVITIES
NOTE 5
RATE REVENUE**

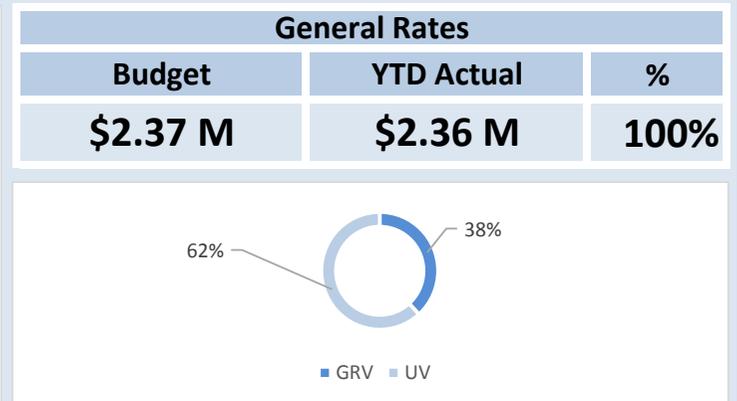
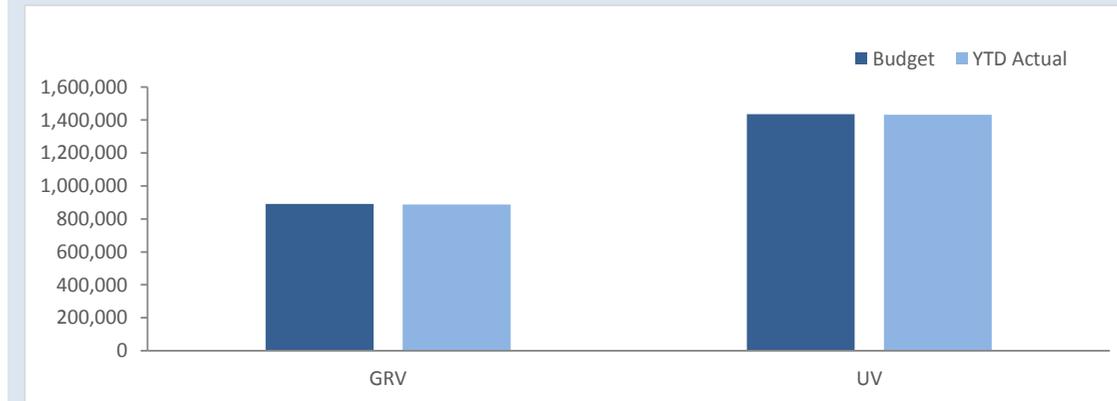
General Rate Revenue

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	-214	-138	887,822
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	-1,386	-138	2,447,789
Discount							(86,105)				(90,679)
Amount from General Rates							2,368,209				2,357,110
Ex-Gratia Rates							12,517				12,517
Total General Rates							2,380,726				2,369,627

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

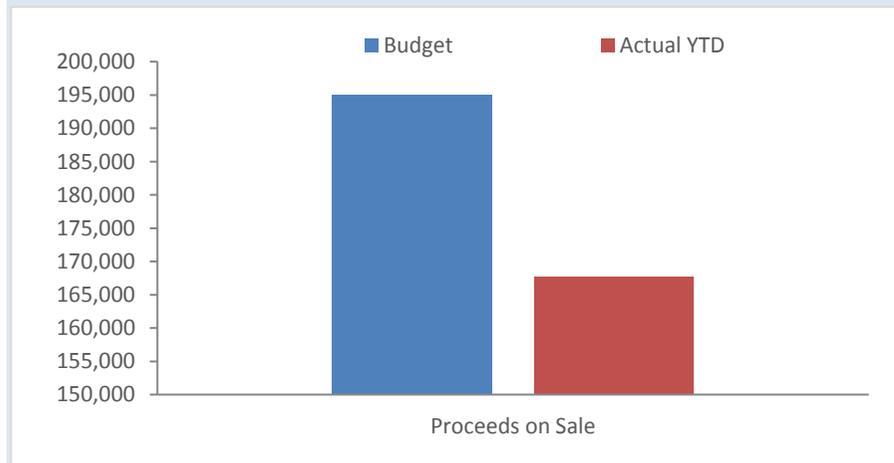


**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 APRIL 2021**

**OPERATING ACTIVITIES
NOTE 6
DISPOSAL OF ASSETS**

Asset Ref.	Asset Description	Budget				YTD Actual			
		Net Book Value	Proceeds	Profit	(Loss)	Net Book Value	Proceeds	Profit	(Loss)
		\$	\$	\$	\$	\$	\$	\$	\$
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



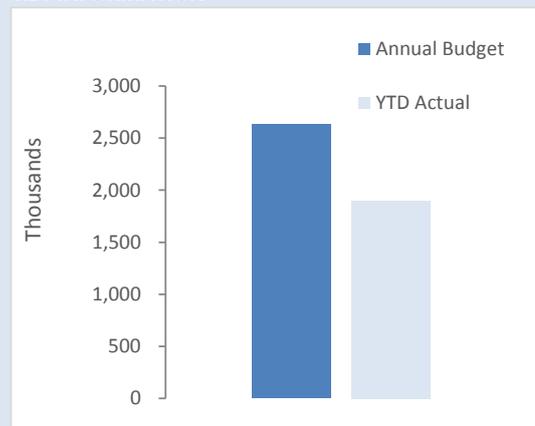
Proceeds on Sale		
Budget	YTD Actual	%
\$195,000	\$167,728	86%

Capital Acquisitions	Annual Budget	YTD Budget	YTD Actual Total	YTD Budget Variance
	\$	\$	\$	\$
Buildings	(20,000)	(20,000)	(13,594)	6,406
Plant & Equipment	(523,000)	(523,000)	(483,896)	39,104
Furniture & Equipment	(173,837)	(173,837)	(98,766)	75,071
Infrastructure - Roads	(1,122,464)	(830,000)	(891,643)	(61,643)
Footpaths	(121,962)	(121,962)	(10,345)	111,617
Infrastructure - Other	(670,250)	(670,250)	(401,817)	268,433
Capital Expenditure Totals	(2,631,513)	(2,339,049)	(1,900,060)	438,989
Capital Acquisitions Funded By:				
	\$	\$	\$	\$
Capital grants and contributions	919,823	886,623	729,645	(156,978)
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	1,452,426	1,002,687	(449,739)
Capital Funding Total	2,631,513	2,339,049	1,900,060	(438,989)

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



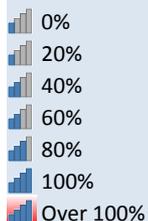
Acquisitions	Annual Budget	YTD Actual	% Spent
	\$2.63 M	\$1.9 M	72%
Capital Grant	Annual Budget	YTD Actual	% Received
	\$.92 M	\$.73 M	79%

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)	(13,594)	6,406
			(20,000)	(20,000)	(13,594)	6,406
Plant & Equipment						
	MOW Vehicle (P04)	PE2101	(48,000)	(48,000)	(47,991)	9
	Komatsu Grader (P10)	PE2102	(390,000)	(390,000)	(359,150)	30,850
	Toyota Hilux Workmate Ttop (P24)	PE2103	(27,500)	(27,500)	(23,692)	3,808
	Toyota Hilux Workmate Ttop (P25)	PE2104	(30,000)	(30,000)	(29,396)	604
	Toyota Hilux Workmate Ttop (P85)	PE2105	(27,500)	(27,500)	(23,667)	3,833
			(523,000)	(523,000)	(483,896)	39,104
Furniture & Equipment						
	IT Upgrade Project	E167742	(20,000)	(20,000)	0	20,000
	Swimming Pool Vacuum Cleaner	E167754	0	0	(15,042)	(15,042)
	CCTV Upgrade	E167110	(52,565)	(52,565)	(594)	51,971
	Electronic Advertising Sign	FE2101	(66,272)	(66,272)	(51,032)	15,240
	Community Centre - Park Furniture	FE2102	(30,000)	(30,000)	(27,405)	2,595
	Depot Hoist	E167763	(5,000)	(5,000)	(4,692)	308
			(173,837)	(173,837)	(98,766)	75,071
Infrastructure - Roads						
	Capital Works Program	E167103	(1,122,464)	(830,000)	(891,643)	(61,643)
			(1,122,464)	(830,000)	(891,643)	(61,643)
Footpaths						
	Footpath Program	E167124	(121,962)	(121,962)	(10,345)	111,617
			(121,962)	(121,962)	(10,345)	111,617
Infrastructure - Other						
	Cemetery Upgrade	E167191	(8,000)	(8,000)	(7,166)	834
	Community Centre/RSL Park Development	E167125	(20,000)	(20,000)	(21,226)	(1,226)
	Cricket Pitch - Replacement of Existing	IO2101	(15,000)	(15,000)	(11,345)	3,655
	Giant Ram Painting	IO2102	(25,000)	(25,000)	(27,060)	(2,060)
	Sportsground Precinct Redevelopment	IO2103	(70,000)	(70,000)	(2,915)	67,085
	Ticket Box - Sportsground Entrance	IO2104	(10,000)	(10,000)	(13,720)	(3,720)
	Town Centre Development	IO2105	(180,000)	(180,000)	(199,551)	(19,551)
	Wetlands Park Upgrade	IO2106	(217,250)	(217,250)	(104,688)	112,562
	Airport Development	E167782	(50,000)	(50,000)	(227)	49,773
	Street Lighting	IO2107	(15,000)	(15,000)	(11,509)	3,491
	Townscape	IO2108	(60,000)	(60,000)	(2,410)	57,590
			(670,250)	(670,250)	(401,817)	268,433
Capital Expenditure Total			(2,631,513)	(2,339,049)	(1,900,060)	438,989

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 30 APRIL 2021**

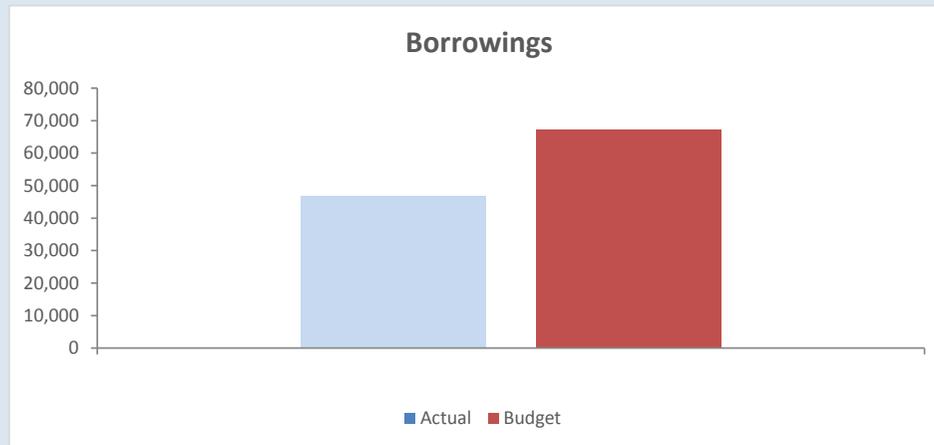
**FINANCING ACTIVITIES
NOTE 8
BORROWINGS**

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	11,539	13,917	143,893	155,432	7,539	8,977
Loan 138 - Doctor Housing	76,891	0	0	10,922	10,922	65,970	76,891	4,653	4,653
	496,884	0	0	37,265	48,070	459,619	496,884	21,887	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	46,859	67,403	586,774	633,633	23,966	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.

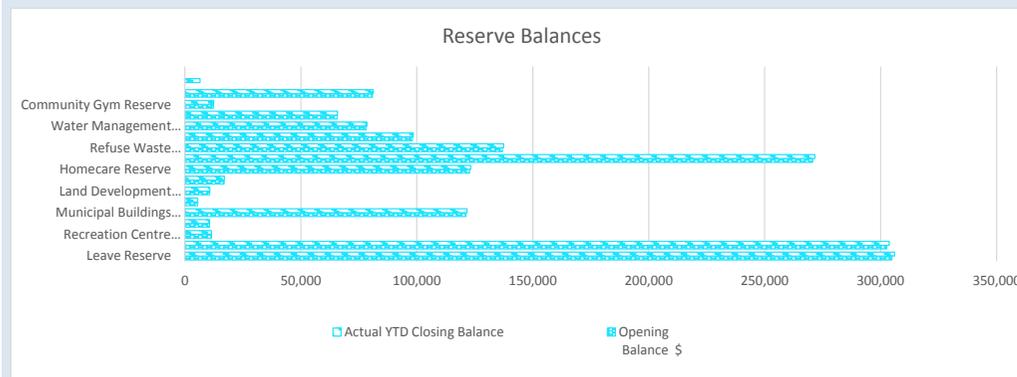


Principal Repayments	\$46,859
Interest Earned	\$18,437
Interest Expense	\$23,966
Reserves Bal	\$1.66 M
Loans Due	\$.59 M

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	1,084	0	0	0	0	307,944	305,980
Plant Replacement Reserve	302,669	3,027	1,076	0	0	(28,000)	0	277,696	303,746
Recreation Centre Equipment Reserve	11,479	115	41	1,800	0	(2,000)	0	11,394	11,520
Aerodrome Maintenance & Development Reserve	10,630	106	38	7,900	0	0	0	18,636	10,668
Municipal Buildings Reserve	121,264	1,213	431	0	0	(50,000)	0	72,477	121,696
Admin Centre Furniture, Equipment & IT Reserve	5,516	55	20	5,000	0	0	0	10,571	5,535
Land Development Reserve	10,709	107	38	0	0	0	0	10,816	10,747
Community Bus Reserve	16,974	170	60	0	0	0	0	17,144	17,035
Homecare Reserve	122,789	1,228	437	0	0	(9,206)	0	114,811	123,226
Recreation Development Reserve	270,680	2,707	963	60,000	0	(35,000)	0	298,387	271,643
Refuse Waste Management Reserve	136,947	1,369	487	19,825	0	0	0	158,141	137,434
Refuse Site Rehabilitation Reserve	98,142	981	349	20,000	0	0	0	119,123	98,491
Water Management Reserve	78,255	783	278	0	0	(5,000)	0	74,038	78,533
Electronic Sign Reserve	65,616	656	233	0	0	(66,272)	0	0	65,850
Community Gym Reserve	12,337	123	44	0	0	(1,800)	0	10,660	12,381
Sportsground Precinct Redevelopment Reserve	80,906	809	288	50,000	0	(70,000)	0	61,715	81,194
Emergency/Bushfire Control Reserve	6,500	65	23	0	0	0	0	6,565	6,523
Community Events Reserve	0	0	0	5,000	0	0	0	5,000	0
	1,656,310	16,563	5,891	169,525	0	(267,278)	0	1,575,120	1,662,201

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	56,550	56,550	(0)
DFES Grant - MAF Funding	1051070	55,250	55,250	27,625	(27,625)
DFES Grant - Operating SES	1051075	29,140	29,140	41,878	12,738
Education and Welfare					
HACC Recurrent Grant	1082010	317,000	304,170	302,275	(1,895)
Recreation and Culture					
Volunteering WA	1119030	1,000	1,000	0	(1,000)
WA Police Force - Christmas Street Carnival	1119031	0	0	8,300	8,300
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	30,000	0	(30,000)
Operating Contributions					
Contribution to New Cricket Pitch	1113025	5,000	5,000	0	(5,000)
Rec Centre Equipment Contributions	1113030	1,800	1,800	1,800	0
Contribution to Woolorama	1119015	1,000	1,000	0	(1,000)
Contribution - St Lighting	1121025	3,435	0	0	0
Operating grants, subsidies and contributions Total		1,296,447	1,111,449	1,090,973	(20,476)
Non-operating grants, subsidies and contributions					
Community Amenities					
Contributions to Cemetery Upgrade	1107025	8,000	8,000	8,000	0
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	307,605	268,214	(39,391)
Roads To Recovery Grant	1121015	222,056	222,056	244,604	22,548
Main Roads Bridge 18/19 Funding	1121076	0	0	0	0
LRCIP Funding	1121076	348,962	348,962	203,827	(145,135)
Non-operating grants, subsidies and contributions Total		919,823	886,623	729,645	(156,978)
Grand Total		2,216,270	1,998,072	1,820,618	(177,454)

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 APRIL 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 30 Apr 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 30 Apr 2021
	Opening Balance 01 Jul 2020	Amount Received	Amount Paid	
	\$	\$	\$	\$
Deposits - Town Hall	800	2,600	(2,300)	1,100
Deposits - Community Bus	750	1,500	(1,650)	600
Deposits - Rec Ctr & EFP	3,155	4,607	(4,800)	2,962
Deposits - Animal Trap	100	50	(150)	0
BCITF	0	2,102	(2,102)	0
Deposit - Community Gym Key	2,760	2,250	(750)	4,260
Building Services Levy	185	4,391	(4,377)	199
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	(8,000)	0
	24,468	18,278	(23,970)	18,776

SHIRE OF WAGIN
STATEMENT OF OPERATING INCOME AND EXPENDITURE
FOR THE PERIOD ENDED 30 APRIL 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	1,670	(214)
I031030	UV Interim Rates	Inc	2,000	1,670	(1,172)
I031035	Back Rates	Inc	1,000	830	(138)
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	2,080	3,960
I031060	(Rate Write Offs)	Inc	(5,000)	0	(21)
I031065	Penalty Interest	Inc	12,000	10,000	7,206
I031070	Emergency Services Levy	Inc	113,467	113,467	112,963
I031075	ESL Penalty Interest	Inc	700	580	425
I031080	Instalment Interest	Inc	3,500	2,920	3,652
I031090	Rate Legal Charges	Inc	10,000	8,330	22,215
			2,525,893	2,525,273	2,524,271
E031005	Valuation Expenses	Exp	(10,000)	(9,500)	(8,279)
E031010	Legal Costs/Expenses	Exp	(1,000)	(830)	(1,009)
E031015	Title Searches	Exp	(600)	(500)	0
E031020	Rate Recovery Expenses	Exp	(10,000)	(8,330)	(23,251)
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)	(1,000)	0
E031041	Rates & Rubbish Waivers/Concessions	Exp	(2,810)	(2,810)	(2,846)
E031100	Administration Allocated	Exp	(91,322)	(76,100)	(76,100)
			(232,199)	(186,170)	(215,580)
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	30,000	30,000
I032025	Photocopies, Publications, PA & Projector Hire	Inc	1,500	1,250	238
I032030	Reimbursements	Inc	100	80	0
I032035	SS Loans Interest & GFee Reimb.	Inc	4,924	2,556	2,555
I032040	Bank Interest	Inc	20,000	16,670	1,689
I032045	Reserves Interest	Inc	16,563	12,423	5,891
I032055	Commissions & Recoups	Inc	500	0	0
			754,519	569,178	540,488
E032005	Bank Fees and Charges	Exp	(12,000)	(10,000)	(8,449)
E032015	Interest on Loans	Exp	(31,391)	(26,160)	(23,966)
E032030	Audit Fees & Other Services	Exp	(22,000)	(22,000)	(20,800)
E032035	Administration Allocated	Exp	(88,612)	(73,840)	(73,840)
			(154,003)	(132,000)	(127,055)
Total General Purpose Income			3,280,412	3,094,451	3,064,757
Total General Purpose Expenditure			(386,202)	(318,170)	(342,635)
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)	(13,500)	(13,000)
E041010	Training	Exp	(8,000)	(6,670)	(206)
E041015	Members Travelling	Exp	(1,000)	(750)	(410)
E041025	Election Expenses	Exp	0	0	(605)
E041030	Other Expenses	Exp	(5,000)	(3,750)	(2,802)
E041035	Conference Expenses	Exp	(10,475)	(8,730)	(214)
E041040	Presidents Allowance	Exp	(12,000)	(9,000)	(6,000)
E041045	Deputy Presidents Allowance	Exp	(3,000)	(2,250)	(1,500)
E041055	Refreshments and Receptions	Exp	(10,000)	(8,330)	(9,584)
E041060	Presentations	Exp	(2,500)	(2,080)	(2,356)
E041065	Insurance	Exp	(9,298)	(9,298)	(10,473)
E041070	Public Relations	Exp	(3,000)	(2,500)	(148)
E041075	Subscriptions	Exp	(32,000)	(32,000)	(31,486)
E041100	Administration Allocated	Exp	(106,833)	(89,030)	(89,030)
			(221,106)	(187,888)	(167,814)
Other Governance					
I042030	Profit on Sale of Asset	Inc	0	0	0
I042045	Admin Reimbursements	Inc	5,000	4,170	430
I042050	Paid Parental Leave Reimbursement	Inc	0	0	0
			5,000	4,170	430
E042005	Administration Salaries	Exp	(679,782)	(566,490)	(502,760)
E042008	Admin Leave/Wages Liability	Exp	0	0	0
E042010	Administration Superannuation	Exp	(75,307)	(62,760)	(59,374)
E042011	Loyalty Allowance	Exp	(5,400)	(4,500)	(4,561)
E042012	Housing Allowance Admin	Exp	(9,590)	(9,020)	(10,036)
E042015	Insurance	Exp	(21,996)	(21,996)	(21,996)
E042020	Staff Training	Exp	(14,000)	(11,670)	(4,795)
E042025	Removal Expenses	Exp	(8,000)	(8,000)	0
E042030	Printing & Stationery	Exp	(30,000)	(25,000)	(25,526)
E042035	Phone, Fax & Modem	Exp	(10,000)	(8,330)	(2,528)
E042040	Office Maintenance	Exp	(56,015)	(47,400)	(55,853)
E042045	Advertising	Exp	(8,000)	(6,670)	(8,949)
E042050	Office Equipment Maintenance	Exp	(3,000)	(2,500)	(2,553)
E042055	Postage & Freight	Exp	(4,000)	(3,330)	(2,650)
E042060	Vehicle Running Expenses	Exp	(8,000)	(6,670)	(5,789)
E042065	Legal Expenses	Exp	(3,000)	(2,500)	(1,970)
E042070	Garden Expenses	Exp	(10,000)	(8,340)	(7,550)
E042075	Conference & Training	Exp	(11,000)	(9,170)	(3,920)
E042080	Computer Support	Exp	(90,000)	(85,000)	(86,126)
E042085	Other Expenses	Exp	(1,500)	(1,250)	(1,316)
E042090	Administration Allocated	Exp	(226,954)	(189,130)	(189,130)
E042095	Fringe Benefits Tax	Exp	(15,000)	(11,250)	(14,396)
E042100	Staff Uniforms	Exp	(4,000)	(3,330)	(3,093)
E042115	Cash Round Off Control	Exp	0	0	5
E042120	Depreciation - Other Governance	Exp	(51,071)	(42,560)	(43,127)
E042125	Less Administration Allocated	Exp	1,129,161	940,980	940,980
E042155	Lease of Photocopier	Exp	(2,500)	(2,080)	(404)
E042160	CEO Recruitment	Exp	(8,000)	(8,000)	(10,389)
E042165	Paid Parental Leave	Exp	0	0	0
			(226,954)	(205,966)	(127,806)
Total Governance Income			6,000	5,170	430
Total Governance Expenditure			(448,060)	(393,854)	(295,618)

COA	Description	Type	Annual Budget	YTD Budget	YTD Actual
Law, Order & Public Safety					
Fire Prevention					
I051010	BFB Operating Grant	Inc	56,550	56,550	42,025
I051015	Sale of Fire Maps	Inc	300	250	91
I051025	Reimbursements	Inc	3,000	2,500	1,001
I051030	Bush Fire Infringements	Inc	1,500	1,500	2,837
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	29,140	18,891
			149,740	149,190	72,512
E051005	BFB Operation Expenditure	Exp	(56,550)	(50,945)	(42,025)
E051010	Communication Mtce	Exp	(3,000)	(2,700)	(3,079)
E051015	Advertising & Other Expenses	Exp	(2,000)	(2,000)	(2,065)
E051020	Fire Fighting/Emergency Services Expenses	Exp	(2,000)	(1,660)	(3,560)
E051025	Town Block Burn Off	Exp	(5,000)	(4,160)	(4,886)
E051040	Other Bushfire Grants Expenditure	Exp	(55,250)	(55,250)	(16,560)
E051060	SES Operation Expenditure	Exp	(29,140)	(24,780)	(18,891)
E051100	Administration Allocated	Exp	(55,413)	(46,180)	(46,180)
E051190	Depreciation - Fire Prevention	Exp	(15,936)	(13,280)	(13,457)
			(224,289)	(200,955)	(150,703)
Animal Control					
I052005	Dog Fines and Fees	Inc	6,000	5,000	7,054
I052006	Cat Fines and Fees	Inc	300	250	100
I052010	Hire of Animal Traps	Inc	100	100	18
I052015	Dog Registration	Inc	7,500	7,500	4,811
I052016	Cat Registration	Inc	600	600	525
I052020	Reimbursements	Inc	500	375	0
			15,000	13,825	12,508
E052005	Ranger Salary	Exp	(13,000)	(10,840)	(11,992)
E052007	Ranger Telephone	Exp	(1,000)	(830)	(829)
E052010	Pound Maintenance	Exp	(1,045)	(875)	(2,524)
E052015	Dog Control Insurance	Exp	(231)	(231)	(230)
E052020	Legal Fees	Exp	(500)	(500)	(1,438)
E052025	Training & Conference	Exp	(1,500)	(1,250)	(2,545)
E052030	Ranger Services Other	Exp	(25,000)	(20,840)	(20,288)
E052035	Administration Allocated	Exp	(24,285)	(20,240)	(20,240)
E052190	Depreciation - Animal Control	Exp	(991)	(830)	(836)
			(67,552)	(56,436)	(60,922)
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)	(420)	(131)
E053010	Emergency Services	Exp	0	0	0
E053040	Safer Wagin Expenditure	Exp	(500)	(420)	(430)
E053045	CCTV & Security	Exp	0	0	0
E053055	Mosquito Control	Exp	(6,000)	(5,000)	0
			(7,000)	(5,840)	(561)
Total Law, Order & Public Safety Income			180,991	179,266	101,221
Total Law, Order & Public Safety Expenditure			(298,841)	(263,231)	(212,186)

COA	Description	Type	Annual Budget	YTD Budget	YTD Actual
Health					
Maternal & Infant Health					
E071005	Medical Centre Mtce - Infant Health Centre	Exp	(7,432)	(6,217)	(6,892)
			(7,432)	(6,217)	(6,892)
Preventative Services - Admin & Inspections					
I074005	Food Licences & Fees	Inc	800	0	590
I074015	Contrib. Regional Health Scheme	Inc	50,000	41,670	40,309
I074020	Reimbursements	Inc	0	0	0
			50,800	41,670	40,899
E074005	EHO Salary	Exp	(99,000)	(82,500)	(77,236)
E074008	EHO Leave/Wages Liability	Exp	0	0	0
E074010	EHO Superannuation	Exp	(9,660)	(8,050)	(8,174)
E074015	Other Control Expenses	Exp	(8,000)	(6,990)	(6,177)
E074020	EHO/Building Surveyor Vehicle Expenses	Exp	(5,000)	(4,230)	(3,761)
E074030	Conferences & Training	Exp	(3,000)	(2,500)	(368)
E074035	Loss on Sale of Asset	Exp	0	0	0
E074100	Administration Allocated	Exp	(23,727)	(19,770)	(19,770)
E074190	Depreciation - Prevent Services	Exp	(7,784)	(6,490)	(6,573)
			(156,171)	(130,530)	(122,059)
Other Health					
I076010	Rent - Medical Centre-Dentist	Inc	4,332	3,610	3,282
I076015	Reimbursements - IPN Medical	Inc	1,000	0	0
I076020	Meeting Room Fees	Inc	3,500	2,920	2,632
I076040	Reimbursements - Dr Norris	Inc	500	0	0
			9,332	6,530	5,914
E076020	Medical Centre Mtce - Dr & Dentist Surgery	Exp	(10,097)	(8,712)	(15,922)
E076025	Depreciation - Other Health	Exp	(21,511)	(17,930)	(18,165)
E076030	Doctors Vehicle Mtce	Exp	(2,000)	(1,740)	(2,970)
E076040	IPN Medical Services	Exp	(46,665)	(34,998)	(34,999)
			(80,273)	(63,380)	(72,056)
Health - Preventative Services					
E077010	Analytical Expenses	Exp	(500)	(500)	(253)
			(500)	(500)	(253)
Total Health Income			60,132	48,200	46,813
Total Health Expenditure			(244,376)	(200,627)	(201,260)
Education & Welfare					
Pre Schools					
I083035	Day Care Lease	Exp	8,472	7,060	7,060
I083036	Day Care Reimbursements	Exp	3,000	2,500	4,010
			11,472	9,560	11,070
E080010	Kindergarten Maintenance (Daycare)	Exp	(9,774)	(8,299)	(9,586)
E080190	Depreciation - Pre-Schools	Exp	(4,049)	(3,370)	(3,419)
			(13,823)	(11,669)	(13,005)
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	304,170	302,275
I082015	Meals on Wheels	Inc	10,000	8,330	3,822
I082020	HACC Fee for Service	Inc	58,000	48,330	66,888
I082030	Reimbursements	Inc	500	420	7,920
			385,500	361,250	380,905
E082010	Co-ordinator Salary	Exp	(62,000)	(51,670)	(54,597)
E082013	HACC Wages/Contract Liability	Exp	0	0	33,915
E082015	Home Mtce Salary	Exp	(28,000)	(23,330)	(22,142)
E082020	Respite Salaries	Exp	(500)	(420)	(142)
E082025	Home Help Salaries	Exp	(163,000)	(135,830)	(156,626)
E082030	Superannuation	Exp	(22,000)	(18,330)	(21,237)
E082035	Other Expenses	Exp	(3,000)	(2,500)	(1,535)
E082040	Travelling - Mileage	Exp	(26,000)	(21,670)	(24,236)
E082045	Staff Training	Exp	(1,000)	(830)	(1,607)
E082050	Staff Training Salaries	Exp	(2,000)	(1,670)	(1,096)
E082055	Subscriptions	Exp	(4,000)	(3,580)	(4,711)
E082060	Telephone & Postage	Exp	(2,500)	(2,080)	(634)
E082065	Advertising & Stationery	Exp	(500)	(420)	(412)
E082070	Insurance	Exp	(5,000)	(5,000)	(4,641)
E082075	Office Accommodation	Exp	(36,000)	(30,000)	(30,000)
E082080	Plant & Equipment Mtce	Exp	(9,000)	(7,851)	(7,780)
E082085	Consumable Supplies	Exp	(6,000)	(5,000)	(2,663)
E082090	Expenditure from Donations	Exp	(3,000)	(2,500)	(2,131)
E082100	Administration Allocated	Exp	(26,852)	(22,380)	(22,380)
E082110	Meals on Wheels Expenditure	Exp	(12,000)	(10,000)	(5,312)
E082120	Loss on Sale of Asset	Exp	0	0	0
E082130	Homecare COVID Funding Expenditure	Exp	0	0	(7,920)
E082190	Depreciation - HACC	Exp	(18,568)	(15,470)	(15,679)
			(430,920)	(360,531)	(353,566)
	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	378,553	401,767
	Total Education & Welfare Expenditure		(455,086)	(382,543)	(377,136)
	Community Amenities				
	Sanitation - Household Refuse				
I101005	Domestic Collection	Inc	242,450	242,450	243,106
I102020	Refuse Site Fees	Inc	20,000	16,670	14,401
			262,450	259,120	257,507
E101005	Domestic Refuse Collection	Exp	(66,000)	(55,000)	(54,466)
E101010	Recycling Pick-Up	Exp	(72,000)	(60,000)	(63,488)
E101015	Refuse Site Mtce	Exp	(134,000)	(111,683)	(97,130)
E101025	Refuse Site Attendant	Exp	0	0	0
			(272,000)	(226,683)	(215,084)
	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	12,920	13,501

COA	Description	Type	Annual Budget	YTD Budget	YTD Actual
			82,875	78,295	77,614
E102005	Commercial Collection	Exp	(13,000)	(10,830)	(10,903)
E102010	Bulk Rubbish Collection	Exp	(15,500)	(12,920)	(13,951)
E101020	Chemical Drum Disposal Costs	Exp	(5,000)	0	(2,214)
E102190	Depreciation - Sanitation	Exp	(15,729)	(13,110)	(13,282)
			(49,229)	(36,860)	(40,350)
	Sewerage				
I104005	Septic Tank Fees	Inc	500	500	0
			500	500	0
E104005	Sewerage Treatment Plant	Exp	(500)	(419)	(31)
			(500)	(419)	(31)
	Regional Refuse Group				
E102007	Regional Refuse Group Expenses	Exp	0	0	0
			0	0	0
	Town Planning				
I106005	Planning Fees	Inc	2,500	2,080	3,969
			2,500	2,080	3,969
E106005	Town Planning Expenses	Exp	(30,000)	(25,000)	(10,395)
E106100	Administration Allocated	Exp	(30,151)	(25,130)	(25,130)
			(60,151)	(50,130)	(35,525)
	Other Community Amenities				
I107005	Cemetery Fees	Inc	12,000	10,000	14,013
I107010	Community Bus Income	Inc	4,000	3,330	2,097
I107025	Other Community Amenities Contributions	Inc	8,000	8,000	8,000
			24,000	21,330	24,110
E107005	Cemetery Mtce	Exp	(26,844)	(22,394)	(19,899)
E107010	Public Convenience Mtce	Exp	(61,609)	(51,464)	(45,552)
E107015	Community Bus Operating	Exp	(4,000)	(3,557)	(2,871)
E107100	Administration Allocated	Exp	(62,646)	(52,210)	(52,210)
E107190	Depreciation - Other Comm Amenities	Exp	(27,921)	(23,270)	(23,578)
			(183,020)	(152,895)	(144,110)
	Total Community Amenities Income		372,325	361,325	363,201
	Total Community Amenities Expenditure		(564,900)	(466,987)	(435,099)
	Recreation & Culture				
	Public Halls & Civic Centres				
I111005	Town Hall Hire	Inc	1,200	1,000	3,047
I111010	Reimbursements	Inc	100	100	0
I111015	Town Hall Lease -L Piesse	Inc	4,788	3,990	3,627
			6,088	5,090	6,674
E111005	Town Hall Mtce	Exp	(22,508)	(19,430)	(15,507)
E111010	Other Halls Mtce	Exp	(7,119)	(5,998)	(2,245)
E111190	Depreciation - Public Halls	Exp	(55,567)	(46,310)	(46,923)
			(85,194)	(71,738)	(64,675)
	Swimming Pool				
I112010	Swimming Pool Admission	Inc	35,000	35,000	27,950
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	35,705	27,950
E112005	Pool Staff Salary	Exp	(71,000)	(71,000)	(68,716)
E112008	Pool Leave/Wages Liability	exp	0	0	0
E112010	Superannuation	Exp	(6,800)	(6,800)	(8,104)
E112015	Swimming Pool Maintenance	Exp	(116,855)	(102,290)	(105,905)
E112020	Swimming Pool Other Expenses	Exp	(4,000)	(4,000)	(2,679)
E112190	Depreciation - Swimming Pools	Exp	(183,948)	(153,290)	(155,517)
			(382,603)	(337,380)	(340,921)
	Other Recreation & Sport				
I113005	Sportsground Rental	Inc	7,820	7,820	6,668
I113015	Power Reimbursements	Inc	6,000	5,000	5,321
I113020	Recreation Centre Hire	Inc	10,000	8,330	3,766
I113025	Reimbursements Other	Inc	5,500	5,500	1,803
I113030	Rec Centre Equipment Contributions	Inc	1,800	1,800	1,800
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	4,170	2,761
I113065	Community Gym Membership	Inc	7,500	7,500	13,419
			76,870	40,170	35,770
E113005	Sportsground Mtce	Exp	(106,716)	(89,005)	(66,021)
E113010	Sportsground Building Mtce	Exp	(19,837)	(17,807)	(19,003)
E113015	Wetlands Park Mtce	Exp	(56,449)	(47,164)	(60,086)
E113020	Parks & Gardens Mtce	Exp	(55,287)	(46,080)	(39,204)
E113025	Puntapin Rock Mtce	Exp	(2,303)	(1,925)	(1,927)
E113030	Recreation Centre Mtce	Exp	(59,362)	(51,127)	(43,039)
E113035	Rec Staff Salaries	Exp	(18,000)	(15,000)	(10,119)
E113038	Rec Staff Leave/Wages Liability	Exp	0	0	0
E113040	Superannuation	Exp	(1,800)	(1,500)	(1,015)
E113045	Other Expenses	Exp	(1,200)	(1,000)	(953)
E113050	Norring Lake Mtce	Exp	(2,080)	(1,740)	(1,943)
E113065	Eric Farrow Pavilion Mtce	Exp	(23,680)	(20,144)	(14,422)
E113070	Rec Centre Sports Equipment	Exp	(3,000)	(2,500)	(938)
E113095	Community Gym Expenditure	Exp	(9,300)	(7,745)	(14,512)
E113100	Administration Allocated	Exp	(100,969)	(84,140)	(84,140)
E113190	Depreciation - Other Rec & Sport	Exp	(234,569)	(195,480)	(197,701)
			(694,552)	(582,357)	(555,023)
	Library				
I115005	Lost Books	Inc	50	50	0
I115010	Reimbursements	Inc	100	100	0
			150	150	0
E115005	Library Staff Salaries	Exp	(49,500)	(41,250)	(38,896)
E115008	Library Leave/Wages Liability	Exp	0	0	0
E115015	Library Building Mtce	Exp	(7,368)	(6,225)	(9,667)
E115020	Library Other Expenses	Exp	(10,792)	(9,130)	(2,971)
E115190	Depreciation - Libraries	Exp	(1,381)	(1,150)	(1,166)
			(69,041)	(57,755)	(52,700)
	Other Culture				
I116035	Long Table Experience Income	Inc	0	0	0
I116065	Electronic Sign Advertising Income	Inc	0	0	455
I119015	Contribution to Woolorama	Inc	1,000	1,000	0
I119020	Reimbursements	Inc	7,500	7,500	9,124
I119030	Community Events Income	Inc	1,000	1,000	0
I119031	Other Culture Grant Funds	Inc	0	0	39,391
			9,500	9,500	48,970

COA	Description	Type	Annual Budget	YTD Budget	YTD Actual
E116005	Subsidy Woolorama Committee	Exp	(500)	(500)	(500)
E116010	Woolorama Costs & Maintenance	Exp	(63,291)	(51,460)	(53,011)
E116015	Community Centre Mtce	Exp	(11,664)	(9,828)	(6,497)
E116020	Historical Village	Exp	(1,838)	(1,738)	(1,887)
E116035	Long Table Experience Expenditure	Exp	0	0	0
E116045	Community Development Events	Exp	(18,300)	(15,260)	(16,889)
E116046	Community Development Equipment Maintenance	Exp	(500)	(420)	0
E116055	Other Culture Grant Funds Exp	Exp	0	0	(29,510)
E116060	Betty Terry Theatre Expenditure	Exp	0	0	(767)
E116065	Electronic Sign Expenditure	Exp	0	0	(620)
E116190	Depreciation - Other Culture	Exp	(3,248)	(2,708)	(2,742)
			(99,341)	(81,914)	(112,423)
Total Recreation & Culture Income			128,313	90,615	119,363
Total Recreation & Culture Expenditure			(1,330,731)	(1,131,144)	(1,125,744)
Transport					
Streets Roads Bridges & Depot Construction					
I121005	Direct Road Grants	Inc	121,340	121,340	121,340
I121010	Road Project Grants	Inc	307,605	307,605	268,214
I121015	Roads to Recovery Grant	Inc	222,056	222,056	244,604
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	348,962	203,827
I147125	Storm Damage Reimbursements	Inc	0	0	0
			1,004,398	999,963	838,158
Streets Roads Bridges & Depot Maintenance					
I122055	Diesel Fuel Rebate Income	Inc	45,000	37,500	37,401
			45,000	37,500	37,401
E122005	Road Maintenance	Exp	(120,000)	(99,990)	(63,290)
E122006	Maintenance Grading	Exp	(220,000)	(200,000)	(162,089)
E122007	Rural Tree Pruning	Exp	(95,000)	(79,180)	(83,686)
E122008	Rural Spraying	Exp	(12,000)	(10,000)	(9,846)
E122009	Town Site Spraying	Exp	(20,000)	(16,680)	(14,148)
E122010	Depot Mtce	Exp	(27,813)	(23,337)	(18,912)
E122011	Town Reserve & Verg Mtce	Exp	(3,000)	(2,490)	(780)
E122012	Bridge & Drainage Mtce	Exp	(27,500)	(22,930)	(10,155)
E122015	Rural Numbering	Exp	(100)	(100)	(537)
E122020	Footpath Mtce	Exp	(5,000)	(4,180)	(2,484)
E122025	Street Cleaning	Exp	(35,000)	(29,180)	(36,729)
E122030	Street Trees	Exp	(85,000)	(70,840)	(58,874)
E122035	Traffic & Street Signs Mtce	Exp	(4,000)	(3,330)	(1,911)
E122045	Townscape	Exp	(20,000)	(16,685)	(37,847)
E122050	Crossovers	Exp	(500)	(420)	(1,258)
E122055	RoMan Data Collection	Exp	(6,500)	(6,500)	(6,300)
E122060	Street Lighting	Exp	(60,000)	(50,000)	(59,589)
E122090	Graffiti Removal	Exp	(100)	(100)	(402)
E122100	Administration Allocated	Exp	(47,387)	(39,490)	(39,490)
E122105	Loss on Sale of Asset	Exp	0	0	(19,204)
E122190	Depreciation - Roads	Exp	(1,843,670)	(1,536,390)	(1,566,430)
E147120	Storm Damage - Not Claimable	Exp	0	0	(3,100)
			(2,632,570)	(2,211,822)	(2,197,061)
Road Plant Purchases					
I122100	Profit on Sale of Asset	Inc	17,992	17,992	7,969
			17,992	17,992	7,969

COA	Description	Type	Annual Budget	YTD Budget	YTD Actual
E123010	Loss on Sale of Asset	Exp	0	0	0
			0	0	0
	Aerodrome				
I126015	Aerodrome Reimbursements	Inc	30,000	30,000	0
I126020	Aerodrome Hangar Lease	Inc	8,713	8,713	14,941
			38,713	38,713	14,941
E126005	Aerodrome Maintenance	Exp	(8,346)	(7,071)	(11,876)
E126190	Depreciation - Aerodromes	Exp	(36,160)	(30,137)	(30,205)
			(44,506)	(37,208)	(42,081)
	Total Transport Income		1,106,103	1,094,168	898,469
	Total Transport Expenditure		(2,677,076)	(2,249,030)	(2,239,140)
	Economic Services				
	Rural Services				
I131020	Landcare Reimbursements	Inc	75,700	63,080	60,837
			75,700	63,080	60,837
E131020	Landcare	Exp	(100,700)	(88,080)	(85,837)
E131030	Rural Towns Program	Exp	(18,000)	(15,000)	(15,416)
E131100	Administration Allocated	Exp	(14,823)	(12,350)	(12,350)
E131140	Water Management Plan / Harvesting	Exp	(5,000)	(4,220)	(8,181)
E131190	Depreciation - Rural Services	Exp	0	0	0
			(138,523)	(119,650)	(121,784)
	Tourism & Area Promotion				
I132005	Caravan Park Fees	Inc	85,000	70,830	55,042
I132010	Reimbursements	Inc	1,000	830	89
I132015	RV Area Fees	Inc	10,000	8,330	9,335
I132035	Tourism Income	Inc	0	0	0
			96,000	79,990	64,466
E132010	Wagin Tourism Committee	Exp	0	0	0
E132015	Caravan Park Manager Salary	Exp	(30,000)	(25,080)	(24,545)
E132020	Caravan Park Mtce	Exp	(57,553)	(48,059)	(52,146)
E132023	Caravan Leave/Wages Liability	Exp	0	0	0
E132025	Subsidy Historic Village	Exp	(8,460)	(8,460)	(8,460)
E132035	RV Area Maintenance	Exp	(5,000)	(4,160)	(4,882)
E132040	Tourism Promotion & Subscripts	Exp	(22,000)	(18,340)	(6,781)
E132050	Administration Allocated	Exp	(58,042)	(48,370)	(48,370)
E132190	Depreciation - Tourism	Exp	(12,156)	(10,136)	(9,485)
			(193,211)	(162,605)	(154,669)
	Building Control				
I133005	Building Licenses	Inc	5,000	4,170	8,481
			5,000	4,170	8,481
	Other Economic Services				
I134005	Water Sales	Inc	50,000	41,670	40,557
			50,000	41,670	40,557
E134005	Water Supply - Standpipes	Exp	(55,000)	(45,840)	(38,536)
E134190	Depreciation - Other Economic Services	Exp	(2,024)	(1,688)	(1,709)
			(57,024)	(47,528)	(40,245)
	Total Economic Services Income		226,700	188,910	174,340
	Total Economic Services Expenditure		(388,758)	(329,783)	(316,697)

COA	Description	Type	Annual Budget	YTD Budget	YTD Actual
	Other Property & Services				
	Private Works				
I141005	Private Works Income	Inc	20,000	16,670	17,385
			20,000	16,670	17,385
E141005	Private Works	Exp	(10,000)	(8,330)	(12,892)
E141100	Administration Allocated	Exp	(2,726)	(2,270)	(2,270)
			(12,726)	(10,600)	(15,162)
	Public Works Overheads				
I143020	Reimbursements	Inc	500	500	0
			500	500	0
E143005	Engineering Salaries	Exp	(98,510)	(82,090)	(77,412)
E143007	Engineering Administration Salaries	Exp	(46,000)	(38,330)	(49,277)
E143008	Works Leave/Wages Liability	Exp	0	0	0
E143009	Housing Allowance Works	Exp	(16,500)	(15,500)	(16,597)
E143015	CEO's Salary Allocation	Exp	(57,005)	(47,500)	(48,785)
E143020	Engineering Superannuation	Exp	(98,599)	(82,170)	(79,694)
E143025	Engineering - Other Expenses	Exp	(5,000)	(4,170)	(2,649)
E143030	Sick Holiday & Allowances Pay	Exp	(180,000)	(160,000)	(115,080)
E143045	Insurance on Works	Exp	(32,141)	(32,141)	(32,141)
E143050	Protective Clothing	Exp	(8,000)	(6,670)	(2,574)
E143055	Fringe Benefits	Exp	(1,000)	(1,000)	0
E143060	CEO's Vehicle Allocation	Exp	(1,000)	(830)	(201)
E143065	MOW - Vehicle Expenses	Exp	(7,000)	(5,840)	(4,310)
E143075	Telephone Expenses	Exp	(1,500)	(1,250)	(1,088)
E143080	Staff Licenses	Exp	(500)	(420)	(132)
E143085	Safety Equipment & Meetings	Exp	(4,000)	(3,330)	(841)
E143090	Conferences & Courses	Exp	(1,500)	(1,250)	0
E143095	Staff Training	Exp	(16,000)	(13,340)	(1,082)
E143105	Administration Allocated	Exp	(1,016)	(850)	(850)
E143200	LESS PWOH ALLOCATED	Exp	575,271	479,400	449,158
			0	(17,281)	16,444
	Plant Operation Costs				
I144005	Sale of Scrap	Inc	1,500	1,250	0
I144010	Reimbursements	Inc	8,000	6,670	4,042
			9,500	7,920	4,042
E144010	Fuel & Oils	Exp	(140,000)	(116,660)	(93,328)
E144020	Tyres & Tubes	Exp	(20,000)	(16,670)	(2,974)
E144030	Parts & Repairs	Exp	(50,000)	(41,670)	(25,387)
E144040	Plant Repair - Wages	Exp	(40,000)	(33,330)	(22,019)
E144050	Insurance and Licences	Exp	(30,000)	(30,000)	(29,870)
E144060	Expendable Tools-Consumables only	Exp	(10,000)	(8,330)	(7,656)
E144075	Minor Plant & Equipment <\$5000	Exp	(8,000)	(6,670)	(4,503)
E144065	MV Insurance Claim Expenses	Exp	(1,000)	(830)	0
E144200	LESS POC ALLOCATED-PROJECTS	Exp	299,000	249,180	225,181
			0	(4,980)	39,443
	Salaries & Wages				
E146010	Gross Salaries, Allowances & Super	Exp	(2,350,000)	(1,958,330)	(2,004,911)
E146200	Less Sal , Allow, Super Allocated	Exp	2,350,000	1,958,340	2,004,911
			0	10	0
	Unclassified				
I147005	Commission - Vehicle Licensing	Inc	46,000	38,330	35,246
I147006	Commission - TransWA	Inc	500	420	72
I147035	Banking errors	Inc	0	0	630

COA	Description	Type	Annual Budget	YTD Budget	YTD Actual
I147050	Council Staff Housing Rental	Inc	20,280	16,900	24,193
I147065	Insurance Reimbursement	Inc	5,000	4,170	0
I147070	Council Housing Reimbursements	Inc	6,000	5,000	1,869
I147120	Charge on Private use of Shire Vehicle	Inc	3,120	2,600	2,640
I147121	Reimbursement - Community Requests	Inc	0	0	0
			80,900	67,420	64,650
E147015	Community Requests & Events - CEO Allocation	Exp	(6,000)	(5,000)	(982)
E147035	Banking Errors	Exp	0	0	(50)
E147050	Council Housing Maintenance	Exp	(70,446)	(59,485)	(39,991)
E147055	Consultants	Exp	(25,000)	(25,000)	(6,499)
E147070	4WD Resource Sharing Group	Exp	(1,000)	(830)	0
E147090	Building Maintenance	Exp	(8,000)	(6,800)	(3,886)
E147100	Administration Allocated	Exp	(167,403)	(139,500)	(139,500)
E147115	Occupational Health & Safety (OHS)	Exp	(1,500)	(1,250)	(1,707)
E147130	Depreciation - Unclassified	Exp	(30,638)	(25,531)	(25,872)
E147150	Community Requests Budget	Exp	(28,000)	(23,330)	(5,337)
E147151	Community Donations/Sponsorship	Exp	(3,500)	(3,500)	(2,000)
			(341,487)	(290,226)	(225,824)
	Total Other Property & Services Income		110,900	92,510	86,077
	Total Other Property & Services Expenditure		(354,213)	(323,077)	(185,098)
	Total Income		5,876,591	5,533,168	5,256,438
	Total Expenditure		(7,148,243)	(6,058,446)	(5,730,613)
	Net Deficit (Surplus)		(1,271,652)	(525,278)	(474,175)



12. REPORTS TO COUNCIL

12.1 CHIEF EXECUTIVE OFFICER

12.1.1 CHIEF EXECUTIVE OFFICER REPORT – APRIL/MAY 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:	<ul style="list-style-type: none">LRCIP Guidelines Phase 2 excerpt

OFFICER RECOMMENDATION

Moved Cr

Seconded Cr

That Council receive the Chief Executive Officer report for April/May 2021.

Carried 0/0

BRIEF SUMMARY

BACKGROUND/COMMENT

1. RESIGNATION OF BRIAN RODERICK – DEPUTY CHIEF EXECUTIVE OFFICER

It is with regret that I received the resignation of Brian Roderick, Deputy CEO on Thursday 20th May 2021. Brian's 22-year association with the Shire will draw to a close on the 26th November 2021 after which he will be relocating to Busselton to join his family. Whilst there is ample time ahead to properly acknowledge Brian's service to the Shire, I take this early opportunity to express my appreciation for the support he has afforded me during my tenure as Acting CEO/CEO.

2. PROPOSED ABORIGINAL CORPORATION – WAGIN

There has been some strong interest locally in forming an Aboriginal Corporation in Wagin. Ms Carol Williams, representing some members of the local Aboriginal community has been preparing an application for the *Wilamara Aboriginal Corporation*.

Shire staff have been assisting Ms Williams with this application and have attended some meetings to discuss the formation of a corporation. Whilst the incorporation process still has a way to go, Ms Williams has asked for some support from the Shire both before and after incorporation, by way of mentoring and advice, to help with governance arrangements.

There is increasing interest within the local Aboriginal community to form a closer working relationship with the Shire. Whilst staff make themselves available to provide advice and assistance where possible, some matters raised from time to time require decision making at a Council level.

After the October Local Government elections, when Council forms committees and appoints delegates, it is recommended that some thought be given towards appointing an elected member as a liaison person to support staff in addressing matters of interest and concern within the Aboriginal community.

3. ADVICE OF LOCAL ROADS AND COMMUNITY INFRASTRUCTURE PROGRAM (LRCIP) – PHASE 3

Councillors have been circulated with email advice that the Commonwealth Government is allocating a third phase to its LRCIP. This funding will be available from 1st January 2022 and projects are to be completed by 30th June 2023.

The Shire of Wagin's share of this allocation will be \$697,924. Program guidelines will be provided in the coming months. In the meantime, some discussion is invited on what projects should be prioritised through this program.

On the assumption that the guidelines and criteria will not substantially depart from those that applied to Phases 1 & 2 of the program, a copy of these are attached to this report to assist in determining what projects might be considered for Phase 3.

CONSULTATION/COMMUNICATION

Nil

STATUTORY/LEGAL IMPLICATIONS

Nil

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

Nil

VOTING REQUIREMENTS

Simple Majority

4.2 Who is not eligible for the Grant Program?

Organisations are not eligible for the LRCI Program unless they have been identified by the Australian Government as an Eligible Funding Recipient (see: Section 4.1).

General applications by other organisations will not be accepted.

5. What the grant money can be used for

Grant money can only be used on Eligible Projects, which are those that meet the requirements set out in section 5.1, 5.2 and 5.3 and deliver benefits to the community.

5.1 Eligible grant activity

Eligible local road projects are projects that involve the construction or maintenance of roads managed by local governments. Local governments are encouraged to consider how works can support improved road safety outcomes. This could include projects involving any of the following associated with a road:

- traffic signs;
- traffic control equipment;
- street lighting equipment;
- a bridge or tunnel;
- a facility off the road used by heavy vehicles in connection with travel on the road (for example, a rest area or weigh station);
- facilities off the road that support the visitor economy; and
- road and sidewalk maintenance, where additional to normal capital works schedules.

Eligible community infrastructure projects are projects that involve the construction, maintenance and/or improvements to council-owned assets (including natural assets) that are generally accessible to the public.

Projects that involve the construction, maintenance and/or improvements to state/territory and crown owned land/assets and Commonwealth owned land/assets, can also be eligible projects where the Council can confirm that they have the authority of the land or asset owner to undertake the project at the nominated site(s) and the sites are accessible to the public (including natural assets).

These projects must deliver benefits to the community, such as improved accessibility, visual amenity, and/or safety. Examples of eligible works include:

- Closed Circuit TV (CCTV);
- bicycle and walking paths;
- painting or improvements to community facilities;
- repairing and replacing fencing;
- improved accessibility of community facilities and areas;
- landscaping improvements, such as tree planting and beautification of roundabouts;
- picnic shelters or barbeque facilities at community parks;
- playgrounds and skate parks (including all ability playgrounds);

- noise and vibration mitigation measures; and
- off-road car parks (such as those at sporting grounds or parks).

5.2 Projects must be additional to existing work plans

To be considered an Eligible Project, projects need to be additional to an Eligible Funding Recipient's existing work plan for 2020-21.

Projects that have been brought forward from post 2020-21 work plans will be considered additional.

Projects will not be considered additional if Eligible Funding Recipients substitute LRCI Program funds for their own funding or other sources of funding. The purpose of the LRCI Program funding is to enable Eligible Funding Recipients to undertake infrastructure projects additional to what they had planned to undertake using their own funds, to stimulate local economies and employment opportunities.

5.3 Eligible construction time period

Construction activity on Eligible Projects must be undertaken between 1 July 2020 and 30 June 2021, subject to the following exceptions:

- Where an Eligible Funding Recipient contributes at least fifty per cent towards the total cost of a project. Construction activity on a project may be undertaken until 30 June 2022 as long as the Australian Government's contribution covers the cost of construction activity to 30 June 2021, and all other Eligible Project requirements are met.
- Where agreed by the Department due to exceptional circumstances.

If construction activity cannot be completed during between 1 July 2020 and 30 June 2021, an Eligible Funding Recipient may not receive their full Nominal Funding Allocation.

5.4 What the grant money cannot be used for

Eligible Funding Recipients cannot use grant money to pay for business as usual activities and costs, or any other activities and costs not associated with Eligible Projects. These are Ineligible Projects and Ineligible Expenditures.

The following are examples of Ineligible Projects and Ineligible Expenditures:

- costs incurred in the preparation of a Work Schedule or related documentation;
- general administrative overheads and staff salaries not connected with Eligible Projects funded under the Program;
- subsidy of general ongoing administration of an organisation such as electricity, phone and rent;
- projects that receive Australian, state or territory government funding for the same purpose, unless otherwise agreed by the Department;
- commencement ceremony, opening ceremony or any other event associated with Eligible Projects;
- transport planning studies;
- road rehabilitation studies (if not part of an Eligible Project);
- community/public art;



12.1.2. SOUTH WEST SETTLEMENT AGREEMENTS – INFORMATION AND STRATEGY FOR ENGAGING WITH STAKEHOLDERS

PROPONENT:	N/A
OWNER:	N/A
LOCATION/ADDRESS:	N/A
AUTHOR OF REPORT:	Chief Executive Officer
SENIOR OFFICER:	Chief Executive Officer
DATE OF REPORT:	10 May 2021
PREVIOUS REPORT(S):	Nil
DISCLOSURE OF INTEREST:	Nil
FILE REFERENCE:	GR.SL.14
ATTACHMENTS:	<ul style="list-style-type: none">• Correspondence – WALGA Central Zone Secretariat.• Template: Noongar Heritage Agreement for Local Government

OFFICER RECOMMENDATION

Moved Cr

Seconded Cr

1. That Council offer no comment on the Template Noongar Heritage Agreement for Local Government and the Cultural Heritage Bill (Draft) 2020.
2. That Council host a public meeting in Wagin to which representatives of the *South West Land and Sea Council* to Wagin would be invited to provide an overview of the implications and the implementation of the South West Settlement Agreements.

Carried 0/0

BRIEF SUMMARY

This report covers the aspects of both the South West Native Title Settlement agreements and the draft Aboriginal Cultural Heritage Bill 2020.

BACKGROUND/COMMENT

The Western Australian State Government has committed to allocating up to 320,000 hectares of Crown land to create the Noongar land Estate, in accordance with the six registered Indigenous Land Use Agreements (ILUA) for the *South West Native Title Settlement* (the Settlement). Commencement of the Settlement took place on the 1 May 2021. It seems that each of the ILUA's will form sub committees to have some input and influence over future land dealings within their respective areas. Whilst acknowledging that these are "early days" in the transition of Native Title into Settlement Agreements and that the dealing in land will be a lot more localised than previously, there is not much knowledge as to what future processes will look like.

The CEO has had some discussions with representatives of the local Noongar community on this subject and there is strong opinion that where local land is involved, there should be a



direct involvement and engagement with local people. There is some apprehension that locals may be left out of the equation if these processes are dealt with at only a regional or subregional level. There is support for a meeting to be convened to discuss these matters.

The draft *Aboriginal Heritage Act 2020* replaces the 1972 Act and apparently provides for the highest penalties in Australia for breaches of the Act involving destruction or disturbance of heritage sites. There will be provisions in the Act for a higher degree of mandatory engagement with the Aboriginal community (refer to flowchart in the attachments). This is likely to require a stronger focus on preplanning works to ensure any required approvals are secured before works are commissioned.

CONSULTATION/COMMUNICATION

The CEO has communicated with several members of the Aboriginal community on the *Settlement Agreements*.

STATUTORY/LEGAL IMPLICATIONS

South West Settlement Agreements

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

In terms of negotiating future land acquisitions for Shire works, it is important that elected members and senior staff are familiar with processes and that working relationships with the corporations/agencies and individuals charged with dealing with these matters, are established.

VOTING REQUIREMENTS

Simple Majority

Emily Edwards

From: Helen Westcott <hwestcott@wsquared.com.au>
Sent: Friday, 30 April 2021 10:50 AM
To: 'Shire of Beverley'; 'Shire of Brookton'; 'Shire of Corrigin'; 'Shire of Cuballing'; 'Shire of Dumbleyung'; 'Shire of Kulin'; 'ceo@lakegrace.wa.gov.au'; 'Shire of Narrogin'; 'Shire of Pingelly'; 'Shire of Quairading'; Bill Atkinson; 'Shire of Wandering'; 'Shire of West Arthur'; 'Shire of Wickpin'; 'Shire of Williams'
Cc: 'Danni Chard'; 'Zoey Eyre'; 'Nicole Thompson'; 'Shire of Lake Grace'; 'Vanessa Ward'; 'Carolyn Thompson'; 'Anthea Strauss'; Bruce Wittber
Subject: Consideration by Member Councils of the Template Noongar Heritage Agreement for Local Government Aboriginal and the Cultural Heritage Bill (Draft) 2020
Attachments: LEL Presentation to CCZ Pingelly 23.4.21.pptx; Map of SWS Agreement areas with LGA and RDC boundaries as at 8 Feb 2017.pdf; Noongar Agreement Flowchart.pdf

Good morning everyone

At last week's Zone meeting the recommendation shown below was considered by meeting delegates, following a presentation by Marcus Holmes from Land Equity Legal on the Template Noongar Heritage Agreement for Local Government and the Aboriginal and the Cultural Heritage Bill (Draft) 2020:

That the Central Country Zone:

1. Notes the suggestion from guest speaker Marcus Holmes, Principal of lawyers Land Equity Legal, that local governments defer consideration of entry into a Local Government version Noongar Heritage Agreement until Noongar Regional Corporations have been established, the Federal joint committee on the Juukan Gorge inquiry has released its final report, and the State's proposed Aboriginal Cultural Heritage Bill has been enacted;
2. Recommends to its members that they ensure interim compliance with the Aboriginal Heritage Act 1972 and any applicable Aboriginal heritage risk management policies and procedures through the Department of Planning, Lands and Heritage and Department of Premier and Cabinet;
3. Seeks ongoing consultation with the State Government, WALGA and SWALSC about the management of, resourcing and implications for local government of the Noongar Native Title Settlement; and
4. Endorses the offer of legal advice and assistance to the Zone and/or its members from Land Equity Legal regarding local government management of Aboriginal heritage and the Noongar Native Title Settlement, and instructs the Executive Officer to confer with Mr Marcus Holmes regarding terms of any engagement of Land Equity Legal's services by the Zone and/or members and to then update the Zone by email as to such terms so that the Zone and/or its members (singly or collectively) can decide if they wish to take up a retainer.

Following consideration of the above recommendation the meeting resolved as follows:

RESOLUTION: *Moved: Cr Mulrone* *Seconded: Cr Russell*

That the Zone defer any decision on the recommendations relating to the Template Noongar Heritage Agreement for Local Government Aboriginal and the Cultural Heritage Bill (Draft) 2020 until the Zone meeting scheduled to be held Friday 25 June 2021 at which time the Executive Officer will have prepared a report for the Zone's consideration.

CARRIED

Member Councils' input is critical in preparing this report.

The South West Native Title Settlement (Settlement) is the most comprehensive Native Title agreement negotiated in Australian history. It involves around 30,000 Noongar people and covers approximately 200,000 square kilometres of

the South-West region. Whilst the effects of the Settlement, the enactment of new Aboriginal Heritage legislation and any recommendations arising from the Juukan Gorge inquiry won't be apparent for some time, Councils need to be aware of the issues and the potential each of these factors may have on both themselves and their communities.

My request, therefore, is that you list this matter for consideration at your May Council meeting and send through any comments to me for inclusion in my report for the Zone meeting scheduled for Friday 25 June 2021. Discussion and commentary should in the first instance look at the issues covered within the recommendation prepared for the meeting on Friday 23 April. There may be other issues that Councils may wish to provide comment on that whilst not listed in the recommendation are of importance in the context of the debate.

If I could have all comments no later than close of business on Friday 28 May. This will allow sufficient time for a report to be prepared ahead of the June Zone meeting.

To assist in preparing an item for consideration at the May round of Council meetings I have attached all the documents used by Marcus Holmes in his presentation.

Information on the Settlement can be found by following the link shown below:

<https://www.wa.gov.au/organisation/department-of-the-premier-and-cabinet/south-west-native-title-settlement>

Should you have any questions please do not hesitate to call/email me.

Take care

HW

Helen Westcott
BHW Consulting
PO Box 6456
EAST PERTH 6892

M: 0427 854 478

E: hwestcott@wsquared.com.au

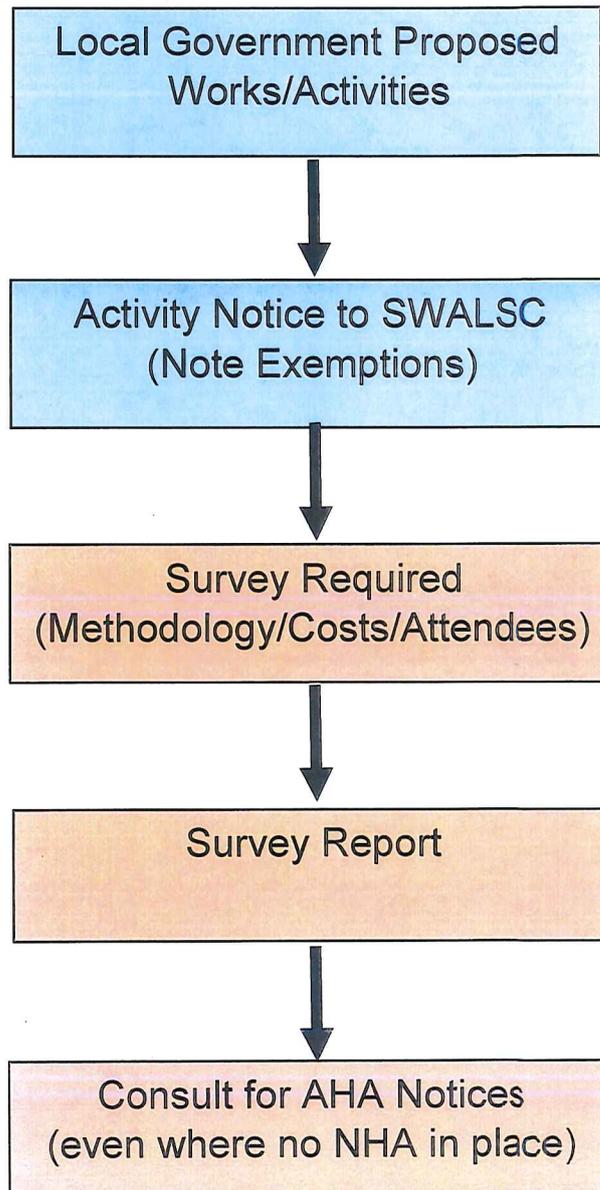
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Noongar Heritage Agreement for Local Government

Key Terms Flow Chart

Marcus Holmes
Land Equity Legal
April 2021



SOUTH WEST SETTLEMENT AGREEMENTS

WITH REGIONAL DEVELOPMENT COMMISSION AND LOCAL GOVERNMENT BOUNDARIES

LEGEND

- Ballardong People Agreement Area
- Gnaala Karla Booja Agreement Area
- South West Boorah #2 Agreement Area
- Wagyl Kaip Agreement Area
- Whadjuk People Agreement Area
- Yued Agreement Area
- LGA Boundary
- Regional Development Commission Boundaries
- Goldfields
- Great Southern
- Mid West
- Peel
- Perth
- South West
- Wheatbelt
- Town



Latitude and Longitude based on Geocentric Datum of Australia 1994

DATA SOURCES

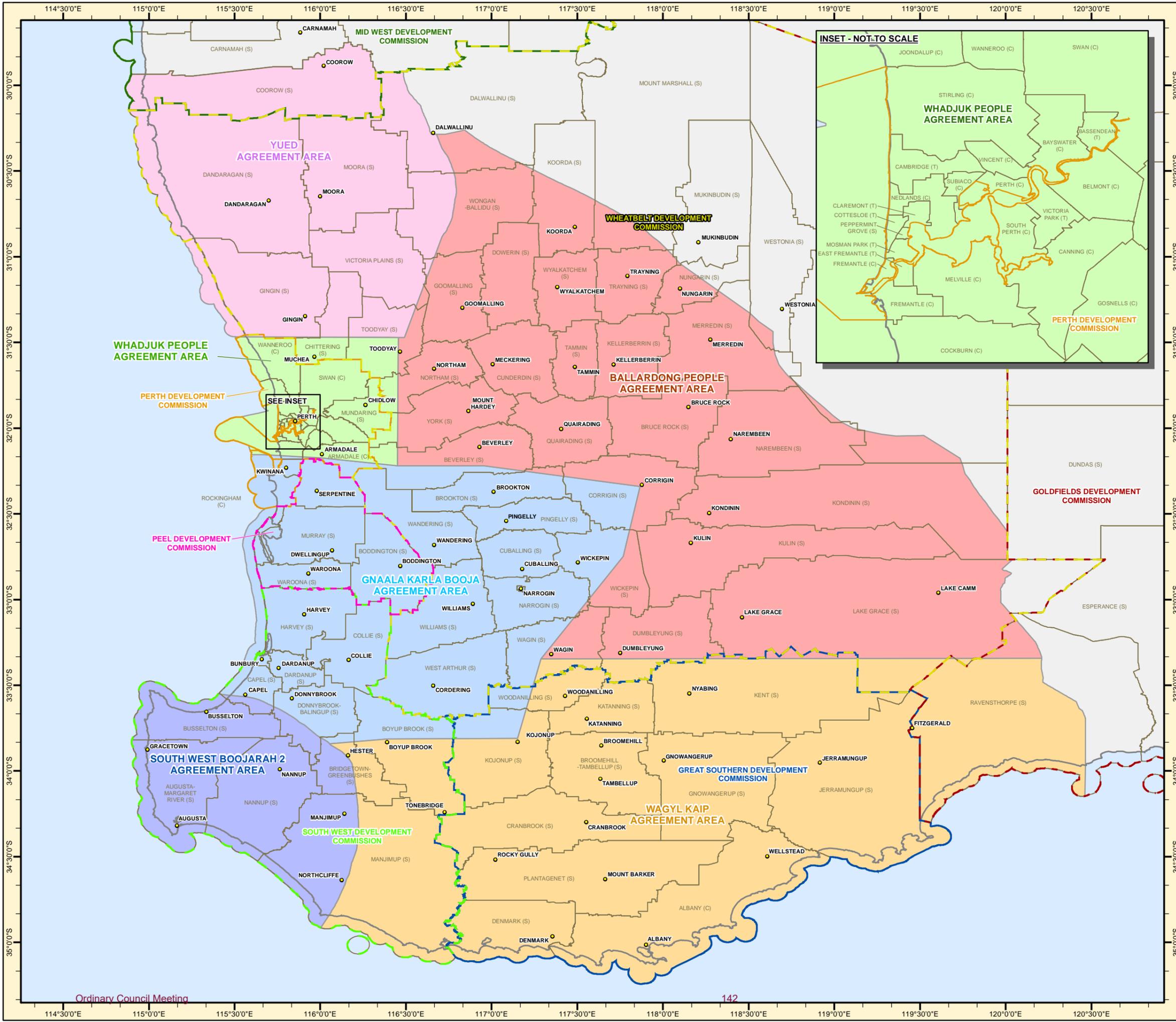
Cadastral and Tenure information sourced from Landgate Spatial Cadastral Database (SCDB).
 Administrative boundaries are sourced from the Landgate Administrative Boundaries Dataset.
 Topographical data sourced from the PSMA Dataset.
 Road names sourced from Landgate Road Centreline Dataset.
 Coastlines and shorelines are interpreted from aerial photography or recorded from ground surveys.
 Local Authorities terminate at Low Water Mark (LWM) unless otherwise specified.
 Pastoral Leases terminate 40 metres above High Water Mark (HWM) unless otherwise specified.
 Islands shown are Unallocated Crown Land (UCL) unless otherwise specified.
 Regional Development Commission Boundaries information sourced from Department of Regional Development and digitised from the SCDB as at 1 May 2015.



DISCLAIMER
 For informational purposes only. This map is a pictorial representation of data extracted from Landgate Datasets and is intended to be an overview of general geospatial information.
 Waterlines shown on this map do not necessarily depict an exact cadastral boundary.
 Native title application boundaries interpolated from descriptions held by the National Native Title Tribunal (NNTT) and Federal Court.
 Reference should be made to the NNTT for confirmation of this boundary for any legal purposes.
 In the event of any discrepancy between the written application boundary description and the areas depicted on this map the written description shall take preference as the maps and/or enlargements are indicative only.

GRAPHIC SERVICES
 PRODUCED: 08/02/2017

Street address: 1 Midland Square, Midland, WA 6056
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 email: nts@landgate.wa.gov.au
 Internet: www.landgate.wa.gov.au





12.1.3. CODE OF CONDUCT FOR COUNCIL MEMBERS, COMMITTEE MEMBERS AND CANDIDATES

PROPONENT:	N/A
OWNER:	N/A
LOCATION/ADDRESS:	N/A
AUTHOR OF REPORT:	Executive Assistant
SENIOR OFFICER:	Chief Executive Officer
DATE OF REPORT:	18 May 2021
PREVIOUS REPORT(S):	08 April 2021
DISCLOSURE OF INTEREST:	Nil
FILE REFERENCE:	CM.PR.1
ATTACHMENTS:	<ul style="list-style-type: none">Guidelines on the Model Code of Conduct for Council Members, Committee Members and CandidatesShire of Wagin Code of Conduct for Council Members, Committee Members and CandidatesComplaint about Alleged Breach Form

OFFICER RECOMMENDATION

Moved Cr

Seconded Cr

That with respect to the new Model Code of Conduct for Council Members, Committee Members and Candidates for a local government election, Council:

- 1. Repeal the existing Shire of Wagin Code of Conduct for Councillors, Committee Members, Employees and Volunteers.**
- 2. Note that pursuant to section 5.51A of the Local Government Act 1995, the Chief Executive Officer will be preparing an interim Code of Conduct for all employees of the Shire, including the Chief Executive Officer, based on the repealed version, prior to any model being available from WALGA.**
- 3. Pursuant to section 5.104 of the Local Government Act 1995, adopt the new Code of Conduct for Council Members, Committee Members and Candidates, attachment 2.**
- 4. Pursuant to the Local Government (Model Code of Conduct) Regulations 2021;**
 - a) Clause 11 (2), adopt the form for lodging complaints, attachment 3;**
 - b) Clause 11 (3), authorise the following persons to receive Division 3 complaints and withdrawals of same, relating to about Council Members, Committee Members and Candidates (that become Council Members):**
 - i. The Shire President with respect to complaints made by anyone, excluding the Shire President;**
 - ii. The Deputy Shire President with respect to complaints made by the Shire President, excluding those made by the Deputy Shire President;**

- iii. The Deputy Shire President with respect to complaints about the Shire President; and
- iv. A committee comprising all of the Council Members, excluding the Shire President and Deputy Shire President, with respect to complaints about the Deputy Shire President made by the Shire President.

Pursuant to sections 5.551A (3) and 5.104 (7) of the Local Government Act 1995, request the Chief Executive Officer to ensure that both of the updated / adopted Codes of Conduct are published on the Shire's official website, as soon as practical.

Carried 0/0

BRIEF SUMMARY

As per Council Resolution from 27 April 2021 Ordinary Council Meeting, this item was laid on the table, to be discussed at the Ordinary Council Meeting 25 May 2021.

The Local Government (Model Code of Conduct) Regulations 2021 came into effect on 3 February 2021.

Local Governments are required to adopt a Code of Conduct for Council Members, Committee Members and Candidates within three (3) months of the regulations taking effect. It is to include the Model Code of Conduct contained in the regulations.

BACKGROUND/COMMENT

The following regulations took effect on 3 February 2021, implementing the remaining parts of the Local Government Legislation Amendment Act 2019:

- Local Government (Administration) Amendment Regulations 2021
- Local Government Regulations Amendment (Employee Code of Conduct) Regulations 2021
- Local Government (Model Code of Conduct) Regulations 2021.

In regard to the Local Government (Model Code of Conduct) Regulations 2021, Local Governments are required to adopt a Code of Conduct for Council Members, Committee Members and Candidates within three (3) months of the Regulations taking effect.

The Shire's existing Code of Conduct for Councillors, Committee Members, Employees and Volunteers, must be repealed, as the legislation now stipulates there are to be at least two separate Codes, one for Council Members, Committee Members and Candidates, and another for local government employees.

WALGA has indicated that it will produce a template Code of Conduct for Employees. The Chief Executive Officer will prepare an interim Code of Conduct for all employees of the Shire, including the Chief Executive Officer, based on the repealed version, prior to any template being available from WALGA

CONSULTATION/COMMUNICATION

- Department of Local Government, Sports and Cultural Industries

STATUTORY/LEGAL IMPLICATIONS

Sections of the Acts, Regulations and/or Local Laws that apply to this item include:

- Local Government Act 1995



-
- Local Government (Administration) Amendment Regulations 2021
 - Local Government Regulations Amendment (Employee Code of Conduct) Regulations 2021
 - Local Government (Model Code of Conduct) Regulations 2021.

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

Nil

VOTING REQUIREMENTS

Absolute Majority



LOCAL GOVERNMENT ACT REVIEW ►► DELIVERING FOR THE COMMUNITY

Guidelines on the Model Code of Conduct for Council Members, Committee Members and Candidates

March 2021

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Model Code of Conduct

Introduction

Local government is vital for the delivery of key services and infrastructure in the community. Individuals who are, or seek to be, members of local councils and council committees are entrusted by their community to represent local views, make sound decisions, and utilise public funds effectively to deliver services and amenities for their community. As such, a high standard of professional and ethical conduct is expected of council members and committee members in local governments, as well as candidates in local government elections.

A review of the *Local Government Act 1995* (Act), including consultation with community and sector stakeholders, led to the implementation of priority reforms under the *Local Government Amendment Act 2019* (Amendment Act).

The Amendment Act was developed in response to stakeholder feedback that there was a need for governance reforms, including a Code of Conduct for council members, committee members and candidates that clearly reflects community expectations of behaviour and supports consistency between local governments in relation to the overall process for managing alleged breaches of that Code.

As a result, key reforms under the Amendment Act include the introduction of a Model Code of Conduct (Model Code) that must be adopted by local governments and applied to council members, committee members and candidates; as well as a separate Code of Conduct for Employees.

The Model Code replaces the previous statutory requirement for local governments to develop and implement an individual code of conduct for their council members, committee members and employees.

The *Model Code of Conduct Regulations 2021* (Regulations) have been developed to give effect to the Amendment Act, and provide for:

- overarching principles to guide behaviour;
- behaviours and complaints which are managed by local governments; and
- rules of conduct, contraventions of which are considered by the independent Local Government Standards Panel (Standards Panel) where appropriate.

Definitions

The Model Code defines key terms to aid understanding and compliance. Where a term is not defined in either the Regulations or the Act, then the generally accepted meaning of the term applies. Some additional guidance is provided as follows:

Candidate: an individual is considered a candidate when their nomination for election is accepted by a Returning Officer under section 4.49 of the Act. The Model Code applies to the individual from that point. Any alleged breach of the Model Code may only be addressed if and when the individual is elected as a council member.

Council member: references to ‘council member’ in the Regulations mean an individual who has been elected as a council member under the Act. The requirements of the Regulations also apply to a council member who is a committee member on a council committee.

Committee member: under the Regulations, a ‘committee member’ includes any council member, local government employee or unelected member of the community who has been engaged by the council to participate in a council committee.

Evidence: references to ‘evidence’ in the Regulations means the available facts or information indicating whether an allegation is true or valid. Local governments must use evidence provided by the complainant and by the person to whom the complaint relates, as well as other relevant information, to decide whether an alleged breach of the Model Code has occurred.

Local government(s): per the approach in the Act, references to ‘local government’ in the Regulations mean the body corporate that is the local governing body made up of the council, Chief Executive Officer (CEO) and administrative staff appointed and managed by the CEO.

Where a statutory function entails decision-making on governance matters, the council is responsible for making those decisions unless the matter is delegated. This includes decisions on complaints regarding the conduct of council members, committee members and candidates, as set out in the Regulations.

Further guidance on certain terms in the Model Code is provided in these Guidelines.

Purpose

The purpose of the Model Code is to guide the decisions, actions and behaviours of members, both in council and on council committees, and of candidates running for election as a council member.

Members must comply with the provisions in the Model Code in fulfilling their role and responsibilities in council and on council committees, as set out in the Act.

An individual who has nominated as a candidate for election as a council member is also required to demonstrate professional and ethical behaviour during their election campaign. If elected, the individual must continue to comply with the Model Code in council and on council committees.

It is the individual responsibility of council members, committee members and candidates to become familiar with the Model Code, these Guidelines and any relevant policies of their local government, and to follow the Code at all times.

Where the behaviour of a council member, committee member or candidate does not comply with the Code, it is intended that the local council address the behaviour through education and other remedial actions that the council considers appropriate, rather than formal sanctions.

Where an individual does not comply with any action required by the council, then the council may determine that the matter is to be referred to the Standards Panel as an

alleged contravention of a rule of conduct. The Standards Panel has the authority to make binding decisions regarding allegations of minor misconduct.

Adoption

Section 5.104 of the Act requires that local governments adopt the Model Code as their Code of Conduct within three months of the Regulations coming into operation (by 3 May 2021).

In accordance with section 5.104(4), the Model Code applies until the local government adopts it as their Code. This means that the principles, behaviour requirements and rules of conduct of the Regulations apply to council members, committee members and candidates even if their local government has not yet adopted the Model Code.

While local governments may not amend Division 2 (Principles) or Division 4 (Rules of Conduct), additional behaviour requirements can be included in Division 3 (Behaviours) if deemed appropriate by the local government. Any additions must be consistent with the Model Code of Conduct (section 5.104(3) of the Act).

In preparing the Code for adoption, local governments are encouraged to review their existing Code and consider incorporating any additional behaviour requirements that are not represented in the Model Code. This may include specific dress standards or the appropriate use of technology.

To adopt the Code, a resolution passed by an absolute majority of the council is required. Once the Code is adopted, it must be published on the local government's official website (section 5.104(7)).

Division 2 – General Principles

This section of the Regulations set out the fundamental rules that council members, committee members and candidates are expected to adhere to, promote and support. Adhering to these rules will assist individuals to comply with the behaviours outlined in Division 3 and 4.

The principles outline the overarching approach that members and candidates should demonstrate in their role as public representatives, or potential public representatives. Individuals should consider all behaviours in light of these principles, including any behaviour and conduct that is not covered specifically in Division 3 and 4.

The principles are grouped into three key areas: Personal Integrity; Relationships with others and Accountability. Additional guidance on these areas is provided as follows:

Integrity and conflicts of interest

Members and candidates are generally active in their local area which may lead to a conflict between the public interests of the community and the personal interests of the individual, their family members and associates.

It is the individual responsibility of members and candidates to disclose any such conflicts and ensure that they are managed appropriately to comply with the Model Code and serve their community as expected by the local electors.

Individuals should also consider perceived and potential conflicts of interest. While an individual may be confident of the integrity of their actions, it is important to reflect on how their actions may appear to others, and/or how an action taken now could lead to a conflict of interest in future. If an interest is identified, the individual should disclose and manage this to avoid a conflict with the public interest.

Avoidance of reputational damage

Elected members and candidates may hold strong concerns in relation to actions, or a lack of action, by their local government on certain matters.

It is the individual responsibility of members to ensure that they comply with the Model Code by raising concerns in a respectful and constructive manner and working effectively with their colleagues for their community, as expected by the local electors.

During an election campaign, it is the individual responsibility of candidates to ensure that any concerns they raise regarding the current local government is based on accurate information and expressed in a respectful and constructive manner that demonstrates to local electors their suitability as a potential public representative.

Decision-making and accountability

Council and committee members regularly make decisions that impact on their local area. The community expects that members will make council and committee decisions based on information that is relevant and factually correct. This will vary according to the decision to be made and the information available to the council members and committee members at that time.

In general, individuals are responsible for ensuring their decisions are based on information that is accurate and pertinent to the matter at hand; and can be reasonably considered accurate and relevant by others.

As part of being accountable to their community, council members and committee members should accept responsibility for the decisions they make in the performance of their role.

Division 3 – Behaviour

This section of the Regulations sets the standards of behaviour which reflect the general principles outlined in Division 2.

It is the individual responsibility of members and candidates to demonstrate, promote and support professional and ethical behaviour as provided in the Model Code.

Complaints regarding alleged breaches of the Model Code in Division 3 are managed by the local council as the decision-making body of the local governments, unless this function has been delegated.

The division also provides a principles-based process for responding to alleged breaches. The emphasis is on education and development, rather than punitive sanctions, with the aim of establishing or restoring positive working relationships and avoiding further breaches.

Failure to comply with this Division may give rise to a complaint regarding the conduct of a council member, committee member or candidate, which may lead to the council making a formal finding of a breach and requiring remedial action by the individual.

It is recommended that local governments develop further guidance on dealing with complaints through the introduction of a complementary policy or procedure on complaints management to the extent it is not provided for in the Regulations. There are resources on effective complaints management available on the Ombudsman WA's website at www.ombudsman.wa.gov.au.

Complaints

Process for making a complaint

Clause 11 of the Regulations provides that a person can make a complaint alleging a breach of Division 3 within one month of the alleged breach occurring.

Local governments should ensure that making a complaint is a simple and accessible process so that any member of the local community can raise concerns about the conduct of council members, committee members and candidates.

Local governments should make it clear that it is important a complainant provides details in their complaint, with supporting information where feasible to do so, because the complaint will form part of the evidence considered by the council when deciding whether a breach of the Model Code has occurred.

Action required

Local governments must authorise at least one person to receive complaints regarding members and candidates. While the Regulations do not include specific requirements and a local government may decide that the complaints officer is appropriate, other options could include:

- President or Mayor,
- Deputy President or Mayor (especially for complaints about the President or Mayor),
- Chief Executive Officer, or
- External consultant

The Regulations also provide that complaints are to be made in writing in a form approved by the local government.

Action required

Local governments must determine whether there will be a specific template for complaints and process for how they are to be lodged.

Local governments may choose to:

- establish a specific email address for conduct complaints
- provide a name/position to whom complaints should be addressed
- prepare an online complaint form
- engage an independent person to support the resolution of a complaint. Local governments may consider sharing the services of an independent person.

The Department has prepared a template form for complaints to assist local governments. The template is available on the department's website at www.dlgsc.wa.gov.au.

The authorised person(s) should acknowledge the receipt of every written complaint in a timely manner. As part of the acknowledgment process, the complainant should be provided information on how the complaint will be progressed and an expected timeframe for the matter to be finalised. This may include providing the complainant with a copy of the complaint policy.

The local government may determine that the person who is authorised to receive complaints takes responsibility for the administrative process. This may include preparing the necessary report to the council or committee tasked with making a decision on the complaint.

The report should contain a summary of the alleged breach, including evidence provided by the complainant. It should also contain information from the person to whom the complaint relates.

Dealing with a complaint

The Regulations do not specify a timeframe by when complaints should be dealt with, however, a timeframe could be included in a local government's policy.

In the interests of procedural fairness, all complaints should be dealt with in a timely manner and allow all parties the opportunity to provide information regarding the alleged conduct.

Clause 12 of the Regulations outlines the process for dealing with complaints regarding the conduct of elected members and candidates. The Model Code leaves it open to local governments to determine the most appropriate and effective process for how this is undertaken. Possible options could include:

Council considered

Under this option, all complaints received are considered by the council. This would require a report to be provided to the council – either with or without a recommendation (this is a matter for the Council to determine).

The council may choose to appoint a independent/external consultant to review complaints and provide a report to the council. If an independent consultant is tasked with reviewing complaints, it may be preferable that they also make a recommendation as to whether a breach has occurred.

If the person authorised to receive complaints prepares the report, it may be more appropriate that no recommendation is made, and council make a finding on the basis of the information they are provided.

Committee considered

Under this option, a committee is established to consider complaints. The makeup of the committee will depend on whether the power to make a finding can be delegated to the committee, or whether they are tasked with making a recommendation for council consideration.

In establishing a committee, local governments may like to consider forming a behaviour review committee that contains a member from some surrounding local governments and an independent person, to review all complaints for those local governments. The committee would prepare a recommendation which is submitted to the relevant council for consideration.

If the committee is tasked with making a recommendation for council consideration, and the council do not accept the recommendation, the reasons why it is not accepted should be noted in the minutes.

CEO considered

As with a number of functions in the Act, this function can be delegated to the CEO. Councils may choose to make it the responsibility of the CEO so as to remove council members from the decision-making process. However, consideration also needs to be given as to whether it is appropriate for the CEO to be responsible for making findings on council members behaviour.

Triaging complaints

Local governments should consider how they are going to respond to complaints, and whether complaints are going to be addressed based on seriousness or impact of the allegation or on the order in which complaints are received. This should be outlined in the complaint policy.

Action required

Local governments must determine who will be considering complaints received and how complaints will be prioritised and managed.

Clause 12(2) of the Regulations require that the person to whom the complaint relates is given a reasonable opportunity to be heard. This should include providing a copy of the complaint to that person in a timely manner and allowing them an opportunity to respond to the allegations in writing. The information provided by that person will assist the local government in forming a view as to whether a breach has occurred.

Mediation

Local governments may choose to introduce mediation following the receipt of a complaint. This could be in the form of informal or formal mediation, conducted either internally or with an external mediator. Mediation may prove to be a valuable tool to resolve matters quickly, before they escalate. If mediation is successful, there is the ability for a complaint to be withdrawn.

Making a finding

Clause 12(1) requires the local government (which could be the council or a committee) to consider whether the alleged matter which is the subject of a complaint, did occur and make a finding on whether the matter constituted a breach of the Code of Conduct.

The same approach should be used as the Standards Panel in their deliberations and decision-making; that is, based on the complaint and other evidence received by the council, the council must be satisfied that, on the balance of probabilities, it is more likely than not that a breach occurred.

At a minimum, the information used to make a finding will include the information provided by the complainant and the person to whom the complaint relates. While not mandatory, there is nothing that prohibits local governments seeking further evidence to assist in making a decision, such as statements from witnesses.

Conflicts of interest

Members will be required to disclose an impartiality interest. This will include the complainant (if applicable) and person to who the alleged breach applies.

An impartiality interest does not require a member to leave the room for the debate or decision. By having both the complainant and accused in the room, it may also allow further input and clarification around the circumstances of the complaint.

The Presiding Member must keep control of the meeting and ensure everyone is provided with an opportunity to speak. Members should remain respectful and open-minded and make a decision on whether a breach has occurred or not using the information available.

Action Plans

Clause 12(4) provides that if a finding that a breach of the Code of Conduct did occur, the local government may determine that no further action is required; or that an action plan must be prepared and implemented.

An action plan should be designed to provide the member with the opportunity and support to demonstrate the professional and ethical behaviour expected of elected representatives.

The action plan does not need to be complex. The plan should outline:

- the behaviour(s) of concern;
- the actions to be taken to address the behaviour(s);
- who is responsible for the actions; and
- an agreed timeframe for the actions to be completed.

An action plan should not include measures that are intended to be a punishment, and instead should focus on mechanisms to encourage positive behaviour and prevent negative behaviour from occurring again in future.

The Code requires that in preparing the action plan, consultation must be undertaken with the elected member to whom the plan relates. This is designed to provide the member with the opportunity to be involved in matters such as the timing of meetings or training. Note: some members may not be willing to engage with the opportunity to participate in the process.

The council or a delegated person should monitor the actions and timeframes set out in the action plan. This is important because if the member does not comply with the action/s within the agreed timeframe, then under the Regulations it is considered a contravention of a rule of conduct.

Dismissal of complaints

While local governments are required to consider all complaints, they can be dismissed if:

- the behaviour occurred at a council or committee meeting and the behaviour was dealt with at that meeting (clause 13), or
- the complaint is withdrawn (clause 14).

Clause 13 allows a complaint to be dismissed if the behaviour occurred at a council or committee meeting, and that behaviour was addressed at the time. This could have been by the presiding member, or remedial action was taken in accordance with the local government's standing orders or local law.

Where agreement cannot be reached

Circumstances may arise when a local council cannot agree on a finding, whether the complaint can be dismissed under clause 13, or an appropriate course of action following a finding of breach.

While the presiding member has the casting vote, in a divided situation, the local government may decide to engage an independent person/consultant to review the evidence and make a recommendation. If this occurs, the council (or committee) should give due consideration to the advice and recommendation, and if they don't accept the recommendation they should state the reasons why in the minutes.

Withdrawal of a complaint

Clause 14 provides the option for a complaint to be withdrawn before it is considered by the council.

Local governments may elect to include in their complaints policy the option for mediation between the complainant and the member. Mediation may resolve any specific issues before the council is required to make a finding and may lead to the complainant withdrawing the complaint. Clause 14 requires a withdrawal to be made in writing and provided to the person(s) authorised to receive complaints.

Division 4 – Rules of Conduct

Contraventions of rules of conduct are matters that:

- negatively affect the honest or impartial performance of an elected member;
- involve a breach of trust placed in the elected member; or
- involve the misuse of information or material.

Division 4 sets out rules of conduct for elected members and candidates that relate to the principles in Division 2 and the behaviours in Division 3. This Division also introduces a new rule of conduct to address situations where an elected member does not undertake the actions required by the local council following a breach of the Model Code. A contravention of this rule of conduct is considered a minor breach, as defined in the Act.

The process for complaints under Division 4 is outlined in the Act. Complaints in the first instance are directed to the complaints officer at the local government. The Act provides that the complaints officer is the CEO or another officer with delegated responsibility.

A council may decide to refer an alleged contravention of Division 4 to the independent Standards Panel in accordance with the Act. As the Panel does not have investigative powers, decisions are made based on the information received by the Panel from the local government. The Standards Panel must be satisfied that, on the balance of probabilities, it is more likely than not that a breach has occurred for the Standards Panel to make a finding of breach.

Where the Standards Panel makes a finding against an elected member or candidate, sanctions will be imposed in accordance with the Part 5 Division 9 of the Act.

Nothing in this Division removes the obligations placed upon council members and employees (including the CEO) of the local government under the *Corruption, Crime and Misconduct Act 2003*.

Further information on the Standards Panel process is available on the Department's website.

Further information

The aim of the Model Code of Conduct is to foster a high standard of professional and ethical conduct by council members and candidates, and to support consistency across local governments in relation to their response to complaints regarding conduct.

Local governments are encouraged to seek guidance and advice on specific matters whenever necessary. For queries, please contact: actreview@dlgsc.wa.gov.au



CODE OF CONDUCT FOR COUNCIL MEMBERS, COMMITTEE MEMBERS AND CANDIDATES

Division 1 — Preliminary provisions

1. Citation

This is the *Shire of Wagin* Code of Conduct for Council Members, Committee Members and Candidates.

2. Terms used

(1) In this code —

Act means the *Local Government Act 1995*;

candidate means a candidate for election as a council member; **complaint** means a complaint made under clause 11(1); **publish** includes to publish on a social media platform.

(2) Other terms used in this code that are also used in the Act have the same meaning as they have in the Act, unless the contrary intention appears.

Division 2 — General principles

3. Overview of Division

This Division sets out general principles to guide the behaviour of council members, committee members and candidates.

4. Personal integrity

(1) A council member, committee member or candidate should —

- (a) act with reasonable care and diligence; and
- (b) act with honesty and integrity; and
- (c) act lawfully; and
- (d) identify and appropriately manage any conflict of interest; and
- (e) avoid damage to the reputation of the local government.

(2) A council member or committee member should —

- (a) act in accordance with the trust placed in council members and committee members; and
- (b) participate in decision-making in an honest, fair, impartial and timely manner; and
- (c) actively seek out and engage in training and development opportunities to improve the performance of their role; and
- (d) attend and participate in briefings, workshops and training sessions provided or arranged by the local government in relation to the performance of their role.



5. Relationship with others

- (1) A council member, committee member or candidate should —
 - (a) treat others with respect, courtesy and fairness; and
 - (b) respect and value diversity in the community.
- (2) A council member or committee member should maintain and contribute to a harmonious, safe and productive work environment.

6. Accountability

A council member or committee member should —

- (a) base decisions on relevant and factually correct information; and
- (b) make decisions on merit, in the public interest and in accordance with statutory obligations and principles of good governance and procedural fairness; and
- (c) read all agenda papers given to them in relation to council or committee meetings; and
- (d) be open and accountable to, and represent, the community in the district.

Division 3 — Behaviour

7. Overview of Division

This Division sets out —

- (a) requirements relating to the behaviour of council members, committee members and candidates; and
- (b) the mechanism for dealing with alleged breaches of those requirements.

8. Personal integrity

- (1) A council member, committee member or candidate —
 - (a) must ensure that their use of social media and other forms of communication complies with this code; and
 - (b) must only publish material that is factually correct.
- (2) A council member or committee member —
 - (a) must not be impaired by alcohol or drugs in the performance of their official duties; and
 - (b) must comply with all policies, procedures and resolutions of the local government.

9. Relationship with others

A council member, committee member or candidate —

- (a) must not bully or harass another person in any way; and
- (b) must deal with the media in a positive and appropriate manner and in accordance with any relevant policy of the local government; and
- (c) must not use offensive or derogatory language when referring to another person; and
- (d) must not disparage the character of another council member, committee member or candidate or a local government employee in connection with the performance of their official duties; and
- (e) must not impute dishonest or unethical motives to another council member, committee member or candidate or a local government employee in connection with the performance of their official duties.

10. Council or committee meetings

When attending a council or committee meeting, a council member, committee member or candidate —

- (a) must not act in an abusive or threatening manner towards another person; and
- (b) must not make a statement that the member or candidate knows, or could reasonably be expected to know, is false or misleading; and
- (c) must not repeatedly disrupt the meeting; and
- (d) must comply with any requirements of a local law of the local government relating to the procedures and conduct of council or committee meetings; and
- (e) must comply with any direction given by the person presiding at the meeting; and
- (f) must immediately cease to engage in any conduct that has been ruled out of order by the person presiding at the meeting.

11. Complaint about alleged breach

- (1) A person may make a complaint, in accordance with subclause (2), alleging a breach of a requirement set out in this Division.
- (2) A complaint must be made —
 - (a) in writing in the form approved by the local government; and
 - (b) to a person authorised under subclause (3); and
 - (c) within 1 month after the occurrence of the alleged breach.
- (3) The local government must, in writing, authorise 1 or more persons to receive complaints and withdrawals of complaints.

12. Dealing with complaint

- (1) After considering a complaint, the local government must, unless it dismisses the complaint under clause 13 or the complaint is withdrawn under clause 14(1), make a finding as to whether the alleged breach the subject of the complaint has occurred.
- (2) Before making a finding in relation to the complaint, the local government must give the person to whom the complaint relates a reasonable opportunity to be heard.
- (3) A finding that the alleged breach has occurred must be based on evidence from which it may be concluded that it is more likely that the breach occurred than that it did not occur.
- (4) If the local government makes a finding that the alleged breach has occurred, the local government may —
 - (a) take no further action; or
 - (b) prepare and implement a plan to address the behaviour of the person to whom the complaint relates.
- (5) When preparing a plan under subclause (4)(b), the local government must consult with the person to whom the complaint relates.
- (6) A plan under subclause (4)(b) may include a requirement for the person to whom the complaint relates to do 1 or more of the following —
 - (a) engage in mediation;
 - (b) undertake counselling;
 - (c) undertake training;

- (d) take other action the local government considers appropriate.
- (7) If the local government makes a finding in relation to the complaint, the local government must give the complainant, and the person to whom the complaint relates, written notice of —
 - (a) its finding and the reasons for its finding; and
 - (b) if its finding is that the alleged breach has occurred — its decision under subclause (4).

13. Dismissal of complaint

- (1) The local government must dismiss a complaint if it is satisfied that —
 - (a) the behaviour to which the complaint relates occurred at a council or committee meeting; and
 - (b) either —
 - (i) the behaviour was dealt with by the person presiding at the meeting; or
 - (ii) the person responsible for the behaviour has taken remedial action in accordance with a local law of the local government that deals with meeting procedures.
- (2) If the local government dismisses a complaint, the local government must give the complainant, and the person to whom the complaint relates, written notice of its decision and the reasons for its decision.

14. Withdrawal of complaint

- (1) A complainant may withdraw their complaint at any time before the local government makes a finding in relation to the complaint.
- (2) The withdrawal of a complaint must be —
 - (a) in writing; and
 - (b) given to a person authorised under clause 11(3).

15. Other provisions about complaints

- (1) A complaint about an alleged breach by a candidate cannot be dealt with by the local government unless the candidate has been elected as a council member.
- (2) The procedure for dealing with complaints may be determined by the local government to the extent that it is not provided for in this Division.

Division 4 — Rules of conduct

Notes for this Division:

- 1. Under section 5.105(1) of the Act a council member commits a minor breach if the council member contravenes a rule of conduct. This extends to the contravention of a rule of conduct that occurred when the council member was a candidate.
- 2. A minor breach is dealt with by a standards panel under section 5.110 of the Act.

16. Overview of Division

- (1) This Division sets out rules of conduct for council members and candidates.
- (2) A reference in this Division to a council member includes a council member when acting as a committee member.

17. Misuse of local government resources

(1) In this clause —

electoral purpose means the purpose of persuading electors to vote in a particular way at an election, referendum or other poll held under the Act, the *Electoral Act 1907* or the *Commonwealth Electoral Act 1918*;

resources of a local government includes —

- (a) local government property; and
 - (b) services provided, or paid for, by a local government.
- (2) A council member must not, directly or indirectly, use the resources of a local government for an electoral purpose or other purpose unless authorised under the Act, or by the local government or the CEO, to use the resources for that purpose.

18. Securing personal advantage or disadvantaging others

- (1) A council member must not make improper use of their office —
- (a) to gain, directly or indirectly, an advantage for the council member or any other person; or
 - (b) to cause detriment to the local government or any other person.
- (2) Subclause (1) does not apply to conduct that contravenes section 5.93 of the Act or *The Criminal Code* section 83.

19. Prohibition against involvement in administration

- (1) A council member must not undertake a task that contributes to the administration of the local government unless authorised by the local government or the CEO to undertake that task.
- (2) Subclause (1) does not apply to anything that a council member does as part of the deliberations at a council or committee meeting.

20. Relationship with local government employees

- (1) In this clause —
- local government employee** means a person —
- (a) employed by a local government under section 5.36(1) of the Act; or
 - (b) engaged by a local government under a contract for services.
- (2) A council member or candidate must not —
- (a) direct or attempt to direct a local government employee to do or not to do anything in their capacity as a local government employee; or
 - (b) attempt to influence, by means of a threat or the promise of a reward, the conduct of a local government employee in their capacity as a local government employee; or
 - (c) act in an abusive or threatening manner towards a local government employee.
- (3) Subclause (2)(a) does not apply to anything that a council member does as part of the deliberations at a council or committee meeting.
- (4) If a council member or candidate, in their capacity as a council member or candidate, is attending a council or committee meeting or other organised event (for example, a briefing or workshop), the council member or candidate must not orally, in writing or by any other means —
- (a) make a statement that a local government employee is incompetent or dishonest; or
 - (b) use an offensive or objectionable expression when referring to a local government employee.

- (5) Subclause (4)(a) does not apply to conduct that is unlawful under *The Criminal Code*

21. Disclosure of information

(1) In this clause —

closed meeting means a council or committee meeting, or a part of a council or committee meeting, that is closed to members of the public under section 5.23(2) of the Act;

confidential document means a document marked by the CEO, or by a person authorised by the CEO, to clearly show that the information in the document is not to be disclosed;

document includes a part of a document;

non-confidential document means a document that is not a confidential document.

(2) A council member must not disclose information that the council member —

- (a) derived from a confidential document; or
- (b) acquired at a closed meeting other than information derived from a non-confidential document.

(3) Subclause (2) does not prevent a council member from disclosing information —

- (a) at a closed meeting; or
- (b) to the extent specified by the council and subject to such other conditions as the council determines; or
- (c) that is already in the public domain; or
- (d) to an officer of the Department; or
- (e) to the Minister; or
- (f) to a legal practitioner for the purpose of obtaining legal advice; or
- (g) if the disclosure is required or permitted by law.

22. Disclosure of interests

(1) In this clause —

interest

—

- (a) means an interest that could, or could reasonably be perceived to, adversely affect the impartiality of the person having the interest; and
- (b) includes an interest arising from kinship, friendship or membership of an association.

(2) A council member who has an interest in any matter to be discussed at a council or committee meeting attended by the council member must disclose the nature of the interest —

- (a) in a written notice given to the CEO before the meeting; or
- (b) at the meeting immediately before the matter is discussed.

(3) Subclause (2) does not apply to an interest referred to in section 5.60 of the Act.

(4) Subclause (2) does not apply if a council member fails to disclose an interest because the council member did not know —

- (a) that they had an interest in the matter; or
- (b) that the matter in which they had an interest would be discussed at the meeting and the council member disclosed the interest as soon as possible after the discussion began.

(5) If, under subclause (2)(a), a council member discloses an interest in a written notice given to the CEO before a meeting, then —

- (a) before the meeting the CEO must cause the notice to be given to the person who



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is to preside at the meeting; and at the meeting the person presiding must bring the notice and its contents to the attention of the persons present immediately before any matter to which the disclosure relates is discussed.

- (6) Subclause (7) applies in relation to an interest if —
 - (a) under subclause (2)(b) or (4)(b) the interest is disclosed at a meeting; or
 - (b) under subclause (5)(b) notice of the interest is brought to the attention of the persons present at a meeting.
- (7) The nature of the interest must be recorded in the minutes of the meeting.

23. Compliance with plan requirement

If a plan under clause 12(4)(b) in relation to a council member includes a requirement referred to in clause 12(6), the council member must comply with the requirement.



**Complaint About Alleged Breach Form -
Code of conduct for council members, committee members and candidates**

Schedule 1, Division 3 of the *Local Government (Model Code of Conduct) Regulations 2021*

NOTE: A complaint about an alleged breach must be made —

- (a) in writing in the form approved by the local government
- (b) to an authorised person
- (c) within one month after the occurrence of the alleged breach.

Name of person who is making the complaint:

Name: _____
Given Name(s) Family Name

Contact details of person making the complaint:

Address: _____

Email: _____

Contact number: _____

Name of the local government (city, town, shire) concerned:

Name of council member, committee member, candidate alleged to have committed the breach:

State the full details of the alleged breach. Attach any supporting evidence to your complaint form.



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Date of alleged breach:
_____ / _____ / 20_____

SIGNED:
Complainant's signature:
Date of signing: _____ / _____ / 20_____

Received by Authorised Officer
Authorised Officer's Name:
Authorised Officer's Signature:
Date received: _____ / _____ / 20_____

NOTE TO PERSON MAKING THE COMPLAINT:

This form should be completed, dated and signed by the person making a complaint of an alleged breach of the Code of Conduct. The complaint is to be specific about the alleged breach and include the relevant section/subsection of the alleged breach.

The complaint must be made to the authorised officer within one month after the occurrence of the alleged breach.

Signed complaint form is to be forwarded to:

Shire of Wagin
PO Box 200
Wagin WA 6315



12.1.4. ELECTORAL REFORM IN THE LEGISLATIVE COUNCIL

PROPONENT:	N/A
OWNER:	N/A
LOCATION/ADDRESS:	N/A
AUTHOR OF REPORT:	Chief Executive Officer
SENIOR OFFICER:	Chief Executive Officer
DATE OF REPORT:	19 May 2021
PREVIOUS REPORT(S):	Nil
DISCLOSURE OF INTEREST:	Nil
FILE REFERENCE:	GR.SL.22
ATTACHMENTS:	Correspondence: <ul style="list-style-type: none">• Hon Mia Davies MLA• Peter Rundle MLA• Media Release• Paper on Proportional Representation In Australia

BRIEF SUMMARY

The State Government is forming a Committee to review the *Electoral Act 1907* and to provide recommendations on:

- How electoral equality might be achieved for all citizens entitled to vote for the Legislative Council and;
- The distribution of preferences in the Legislative Councils proportional representation system.
-

Submissions to the Committee close on the 8 June 2021.

BACKGROUND/COMMENT

The arguments against the electoral equality question in particular are well articulated in the correspondence from the Leader of the Opposition, the Hon Mia Davies which states in part:

“This type of reform pursued by the Labor Party in 2005 and now again in 2021 is centred on the notion of mathematical equality. It is the Opposition’s view that there are inequalities in access to services and infrastructure in regional WA when compared to our metropolitan colleagues. There is a significant lack of parity in relation to health services, access to education, the cost of living and transport, access to core Government services and Departments, to name just a few. Tipping the balance to increase the number of metropolitan representatives and decrease regional representation can only make it harder to elevate these issues in the Parliament and with Government. It will only widen the gap that exists between our regional and metropolitan populations.”

There seems to be a high level of bipartisan support to review the proportional representation system which sees candidates elected to the Legislative Council on a handful of primary votes due to preference deals entered into during the election process. This perhaps should be the principal focus of the Committee in bringing about some meaningful and tangible reform.

Guidance is sought on what matters should be raised in a submission to the Committee other than those already stated. Amongst these could be the fact that WA is one of the most centralised States in Australia (and probably in the world). Massive wealth for the nation is



generated in the regions which have relatively small populations. Those living in the regions sustain significant gaps in health, education and emergency services and have the tyrannies of distance to contend with at great personal expense. They have to send their young people to the city for higher educational and career opportunities (again at great expense and family fragmentation) and often the aged have to relocate, late in life, to access high end medical services.

Regional employers are often required to meet heavy costs in attracting and accommodating staff due to non-existent or very small labour pools from which to recruit from at a local, or even at a regional level. The consequences of these challenges manifest in disproportionately high levels of mental health issues (sometimes resulting in suicides), relatively high levels road trauma incidences, poorer health and higher mortality rates. It is contended that reducing existing levels of Parliamentary representation, which is the principal safeguard towards ensuring a “fair go” prevails and which tries to address the rampant disadvantages of living in the regions, will make it that much harder and less attractive for people to live outside of the greater Perth Metropolitan area.

In the last State election, the people of Western Australia rewarded the current State Government with unprecedented trust and custodianship by electing a majority of government members in the lower and upper houses of the Parliament. After the election, reassurance was given by the Government that it would govern fairly and honestly for all people. Given its significant majority and control of both houses of Parliament, there is unprecedented opportunity for the Government, if it wished, to capitalise on its position and to reduce regional Parliamentary representation in the Legislative Council.

The question needs to be asked whether political opportunism takes precedence over the trust and custodianship that was given in good faith by the people of Western Australia by convincingly electing the Government for a second term. It could be strongly argued that the premise for the Governments re-election was based on the confidence and assumption that the Government would continue its ethos of a “fair go” for all and particularly for those who experience disadvantage through living, working, raising families and contributing to the economy in the remote and rural areas of the State.

CONSULTATION/COMMUNICATION

Nil

STATUTORY/LEGAL IMPLICATIONS

Nil

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

Significant in terms of reduced Parliamentary advocacy and support for regional communities and the provision of services.

VOTING REQUIREMENTS

Simple Majority



**HON MIA DAVIES MLA
LEADER OF THE OPPOSITION**

To Whom It May Concern

ELECTORAL REFORM IN THE LEGISLATIVE COUNCIL

I write to draw your attention to the McGowan Government's announcement to form a Committee to review the *Electoral Act 1907*, and the opportunity for the public and key stakeholders to engage in the consultation process.

The Government has requested the Committee to review the electoral system for the Legislative Council and provide:

- (1) Recommendations as to how electoral equality might be achieved for all citizens entitled to vote for the Legislative Council; and
- (2) Recommendations for the distribution of preferences in the Legislative Council's proportional representation system.

The Committee have released a Discussion Paper (two weeks after the request for submissions started), and they require all submissions to be made by June 8th, 5pm.

It is vitally important that as many voices as possible are added to this conversation, whether you live, work or invest in regional WA or metropolitan Perth.

The National & Liberal Alliance Opposition (Opposition) is not opposed to sensible reforms – particularly when it comes to item (2) and the changes required to prevent preference harvesting to elect Members to the Parliament who have only accrued a handful of primary votes. The election of the Daylight Saving Party representative at the March 2021 State election is a compelling reason to support sensible reform on this front.

It is unfortunate that these reforms were not pursued by the McGowan Government in the previous Parliament as it is almost certain they would have passed without challenge.

The Opposition has grave concerns in relation to the Attorney General's instruction as it relates to item (1) and regional representation in the State Parliament. We reject the assertion by the Government and Attorney General that an equal weighting system for each region in the Legislative Council of Western Australia 'fails the democratic fairness test'.

In 2008, changes that were driven by the Labor Party and Greens WA to our electoral system delivered on both Parties long-held ambition to achieve 'one-vote-one-value' in the Legislative Assembly. It effectively means that every electorate in the State has the same number of electors with a notable exception - the reform recognised the need to compensate what are considered to be large districts by a weighting mechanism known as Large District Allowance (LDA).

The issue that needs serious consideration is whether or not the pursuit of 'one-vote-one-value' for the Legislative Council is appropriate or needed.

In advance of the debate (in April 2005) then Professor Greg Craven, Executive Director of the John Curtin Institute of Public Policy and Professor of Government and Constitutional Law made the following comment on the *One Vote Value Bill*:

"I would respectfully argue that, once the Lower House of the Parliament is constituted on a more or less strict One Vote One Value basis, the case for constituting the Upper House differently as a Chamber where regional interests receive moderately enhanced representation, is strong. This follows from the necessity to ensure that the diversity of interests contained within the State are adequately reflected in the Parliament."

Similarly, Dr Harry Phillips, Parliamentary Fellow, Adjunct Professor, Edith Cowan University and Curtin University of Technology said in April 2005:

"In Western Australia, the interpretations of the Canadian Courts have tended to be used as support for the 'one vote one value' argument. However, the Canadian Courts, have given thrust to a broader concept of 'effective representation'. The latter provides scope for deviation (sometimes substantial) from voter parity. If one sought to do so I think there would be scope to argue that in many settings, other factors (such as geography), have to be considered for effective representation to prevail."

This type of reform pursued by the Labor Party in 2005 and now again in 2021 is centred on the notion of mathematical equality. It is the Opposition's view that there are inequalities in access to services and infrastructure in regional WA when compared to our metropolitan colleagues. There is a significant lack of parity in relation to health services, access to education, the cost of living and transport, access to core Government services and Departments, to name just a few. Tipping the balance to increase the number of metropolitan representatives and decrease regional representation can only make it harder to elevate these issues in the Parliament and with Government. It will only widen the gap that exists between our regional and metropolitan populations.

Given our State relies on industry, communities, and people in regional Western Australia for the wealth that underpins our economy, it would seem counterproductive to pursue changes to satisfy a mathematical notion of equality.

I'd encourage you to consider making a submission to the Committee to ensure the panel can consider this matter, particularly providing them with examples of how a reduction in the number of people from regional Western Australia in the State's Parliament may impact you, your organisation and/or community.

Yours sincerely



HON MIA DAVIES MLA
Leader of the Opposition
Leader of The Nationals WA
Shadow Minister for Electoral Affairs

Peter Rundle MLA

Member for Roe

18 May 2021

Via email: ceo@wagin.wa.gov.au

Dear Bill

Please find attached a petition which asks people to consider the implications of the outcomes of the current review into Electoral Reform.

Also attached is a letter from the Leader of the Opposition, The Hon Mia Davies MLA outlining the reason for the petitions and the urgency for people to submit their views on the reforms.

I am concerned the Premier misled the WA public prior to the election repeatedly, denying that electoral reform was on the agenda.

My concern is that the focus of the review is on preference harvesting and that the real reason for this review is to reduce regional representation in the Legislative Council.

I encourage you to make an urgent submission to outline the importance of regional representation to your stakeholders.

I also encourage you to circulate the petition and return it to my office by Tuesday 1 June, 2021.

If you require any further information, please don't hesitate to contact me or my office.

Kind regards



Peter Rundle MLA
Shadow Minister for Education and Training, Racing and Gaming
and Sport and Recreation
Member for Roe

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THE NATIONALS for Regional WA

Petition in relation to proposed electoral reform of the Legislative Council Western Australia.

To the Speaker and Members of the Legislative Assembly of the Parliament of Western Australia in Parliament Assembled.

We, the undersigned, are strongly opposed to any cuts made by the McGowan Labor Government to regional voices in our Parliament.

There is no doubt that regional WA is the engine room of our state and ripping away regional voices will only be harmful to the communities which help this state to grow and prosper.

We therefore ask the Legislative Assembly to speak up for regional Western Australians and call on the Government to ensure there is no reduction in regional representation.

And your petitioners as duty bound, will ever pray.

NAME	ADDRESS	SIGNATURE	PHONE	EMAIL
1.				
2.				
3.				
4.				
5.				
6.				
7.				
8.				
9.				
10.				

Please return original by Wednesday 2 June 2021 to:
 Peter Rundle MLA, Member for Roe, Parliament House Harvest Terrace Perth 6000



Media Release | 14 MAY 2021

Hon Martin Aldridge MLC
Member for Agricultural Region

Hon Mia Davies MLA
Opposition Leader; Shadow
Minister for Electoral Affairs

LABOR CONFIRMS PLANS TO DIMINISH REGIONAL REPRESENTATION

The Nationals WA have slammed the Premier and WA Labor during Parliament this week for misleading regional voters of their intention to introduce so-called one-vote-one-value electoral reform prior to the State election.

During a Legislative Council debate, Member for the Agricultural Region Hon Martin Aldridge MLC said the official State Government response had made it clear Labor was pursuing mathematical equality ahead of effective regional representation.

“Not only did the Premier repeatedly mislead voters about his intention to silence regional voices, but Labor’s hand-picked panel of Perth academics has given voters just weeks to make a submission on an issue with major long-term ramifications for our democratic process,” he said.

“The Ministerial Expert Panel chaired by Malcolm McCusker QC does not come to this issue with clean hands, having long advocated for greater metropolitan control of the Parliament. This raises serious questions as to whether the committee will give fair unbiased consideration of all views.”

Mr Aldridge said effective regional representation was essential to addressing regional issues such as health and education outcomes, serious injuries and deaths on our roads, cost of transportation and access to reliable telecommunications that unfortunately affect regional communities more than metropolitan areas.

“It was also damning that no Labor regional MP contributed during the debate yesterday – this Party continues to claim it represents regional interests but will quickly align to abolish it when it fits their city-centric agenda.”

The Opposition also questioned why the Attorney General announced that a Discussion Paper would be released by the Committee two weeks into the consultation process, leaving only two weeks for submissions to respond.

“Publishing a discussion paper halfway through the process is further proof of Labor’s intention to ram through electoral reform no matter what submissions are made,” she said.

“The one week extension of the submission deadline announced today is tokenistic and the whole process should be seen for what it is, a complete farce.

“We urge all Western Australians to speak up on this important matter, it’s not right for Labor to use its massive majority to ram through reforms that will significantly impact our State, in particular regional Western Australians, for generations to come.”

Submissions to the Ministerial Expert Panel now close at 5pm on Tuesday 8 June 2021.
More information: <https://www.wa.gov.au/government/wa-electoral-reform>.

Media contact: Martin Aldridge 0427 972 028 or Ashwini Saseedaran 0425 464 259

3. In 1984, the system of **Group Voting Tickets** was introduced, whereby voters can cast a vote for a group of candidates by simply placing a "1" in the box "above the line". The order of preferences is in accordance with a ticket registered by the respective parties or groups with the **Australian Electoral Commission**.
4. the counting of first preference votes takes place first. Candidates who receive a quota, or more, of these first preference votes are elected immediately.
5. any surplus votes of the elected candidates (that is, votes in excess of the quota they needed) are transferred to the candidates who were the second choice of voters. However, they are transferred as a reduced value. Because it is not possible to determine which votes actually elected the candidate and which votes are surplus all the elected candidate's ballot papers are transferred at the reduced value.
6. other candidates may be elected by this process of transferring surplus votes. If, however, all surplus votes from elected candidates are transferred and there are still some unfilled positions, normal distribution of preferences now takes place. Starting with the lowest scoring candidate, unelected candidates are excluded from the count and their ballot papers are distributed to the remaining candidates at full value. This process continues until all Senate positions are filled.

Try A Tag

Tanya Plibersek State of the Union **Laurie Oakes** Jenny Macklin Christine Milne Peter Slipper editorial terrorism asylum seekers **Christopher Pyne** Peter Cosgrove **Senate** Andrew Peacock Bob Hawke Kim Beazley Monica Lewinsky Pauline Hanson vic1999 resignation Gough Whitlam Queen Elizabeth II **Kevin Rudd** Julie Bishop carbon tax Anthony Albanese Peter Hollingworth **Warren Truss** 2013 Federal Election **George W Bush** Malcolm Fraser AEC Iraq Budget John McCain Alexander Downer Wayne Swan Peter Costello **Julia Gillard** **Campbell Newman** Bill Clinton Steve Bracks Simon Crean **first speech** Clive Palmer Adam Bandt Liberal Party **Bob Brown** **Tony Abbott** 9/11 Tony Blair Joe Hockey **ABC** Chris Bowen **NPC** **John Howard** Paul Keating RBA **George Brandis** National Press Club **Mathias Cormann** **Barack Obama** Penny Wong interest rates Denis Napthine Eric Abetz climate change **A.L.P.** Scott Morrison Stephen Conroy **financial crisis** leadership John Hewson Glenn Stevens Malcolm Turnbull Jeff Kennett Peter Beattie Mark Latham Robert Hill **Bill Shorten** GST

Advantages of the Proportional Voting System

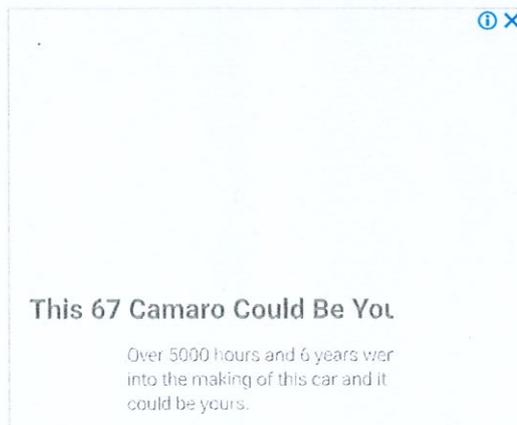
- It allows minor parties and independents to win seats in Parliament.
- It ensures that no votes are wasted as they are in single-member electorates.
- It is more representative of the wishes of the electorate, in that parties win seats in proportion to the percentage of the vote they receive.

Disadvantages of the Proportional Voting System

- It is complicated, costly and time-consuming to administer and count.
- By allowing minor parties and candidates to win seats, it promotes instability in Parliament. The balance of power can be held by a number of members elected by a small minority of the electorate.
- Until the advent of the **Group Voting Ticket** system, it encouraged a high level of informal voting.

Links

- [Australian Electoral Act](#)
- [Proportional Representation Society of Australia](#)
- [Hare-Clark in Tasmania](#)
- [Hare-Clark In the ACT](#)





12.1.5. PROPOSED MEMORIAL PROJECT – WAGIN CEMETERY

PROPONENT:	Ms. Megan Henry
OWNER:	N/A
LOCATION/ADDRESS:	Wagin Cemetery – Arthur Road, WAGIN
AUTHOR OF REPORT:	Chief Executive Officer
SENIOR OFFICER:	Chief Executive Officer
DATE OF REPORT:	20 May 2021
PREVIOUS REPORT(S):	Nil
DISCLOSURE OF INTEREST:	Nil
FILE REFERENCE:	CP.MT.3
ATTACHMENTS:	<ul style="list-style-type: none">• Photographs of the area the subject of this proposal.

OFFICER RECOMMENDATION

Moved Cr

Seconded Cr

1. That Council support in principle, the proposal for the planning and establishment of a Memorial at the Wagin cemetery to recognise the Aboriginals, paupers and stillborn babies interred in unmarked graves at the Wagin cemetery.
2. That the proposal be further developed to ascertain the probable cost of the project and what funding may be available from external sources.
3. That Council give consideration towards contributory funding towards this project in its deliberations, when compiling the Shires 2021/22 financial year budget.

Carried 0/0

BRIEF SUMMARY

This report recommends support in principle for this proposal.

BACKGROUND/COMMENT

The proponent has provided the following information with respect to this proposal:

*Memorial at Wagin Cemetery for the acknowledgment of the **ABORIGINAL, FREE CHURCH, PAUPERS, STILLBORN/BABY GRAVES Section** where Grave Numbers were not recorded by the Shire of Wagin from 1908 - 1962.*

Cemetery Project for the erection of a cost effective, landscaped Memorial at the Wagin Cemetery to formally acknowledge the Aboriginal, Free church, Paupers, Stillborn/Baby Graves Section in which grave numbers were never recorded in the Cemetery Register due to outdated legislation.

The Cemetery Memorial will include a cost-effective Niche Wall, landscaping, 2 x seating for reflection/contemplation (seating to be the same as the seating next to the RSL Building),

succinct signage which explains and recognises the past History of the space and the positive steps being taken by the Shire of Wagin to promote healing for the families and the community affected. The boundary for this section is clearly defined with boundary trees, as per all other sections at the Cemetery, which assists in the landscape planning of the memorial.

From early 1900's right through to the late 1960's, all around Australia, it was unfortunately common practice for local government Shires to NOT record the grave numbers of burials pertaining to the deaths of Aboriginals, Paupers, Free church, Stillborns and babies/toddlers. Every detail was recorded in the Cemetery Register but NOT the grave number.

Legislation started to change around 1962-1963 and this is when the burials for the above people started to be recorded.

Currently this space at the Wagin Cemetery has never been marked or signed with no acknowledgement of the area for over 110 years. Other areas and sections of the Cemetery are clearly marked and have been upgraded over the years with signage and landscaping. This area has not.

The aim of this important memorial is to finally acknowledge these burials and to appropriately conserve, protect & respect the existing burial ground by converting the area into a reflective space to enable the narrative to be shared through culture, education, awareness and knowledge.

This memorial is about recognising and acknowledging a part of Western Australian History and taking the necessary steps towards educating our community and promoting much needed healing for the families where grave numbers were not recorded.

As part of my role as Clerical officer with the Shire of Wagin from 1996-1996, I was also the Cemeteries Officer and was able to research this section of the Cemetery at length. I was then able to research the space again in more detail in 2014/2015. It has always been my goal to ensure a Memorial is erected in this section to finally acknowledge the burials which in turn may help many families with the healing process when trying to locate their loved ones.

This proposed Cemetery Memorial is a collaboration between the Shire of Wagin, Megan Henry, Sherene Wallam and Curtin University representatives from the Centre of Aboriginal Studies: Professor Marion Kickett and Associate Lecturer Vanessa Corunna to ensure the memorial is also culturally appropriate and creates a sustainable heritage future for the Wagin community.

The proposed memorial is to be cost effective and all parties involved are hoping that this important memorial can be factored into the 2021/2022 Shire Budget. I am also currently researching and sourcing a Grant from Department of Local Government, Sport and Cultural Studies to assist with the cost and completion of the memorial if approved by Shire Council.

The proponent has provided some photographs of the area in question (attached) and has advised of her preparedness to provide a short overview to Council in person.

CONSULTATION/COMMUNICATION

- Ms Megan Henry
- Ms Sherene Wallam

STATUTORY/LEGAL IMPLICATIONS

Nil



POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

To be determined

STRATEGIC IMPLICATIONS

Nil

VOTING REQUIREMENTS

Simple Majority











12.2 DEPUTY CHIEF EXECUTIVE OFFICER

12.2.1 DEPUTY CHIEF EXECUTIVE OFFICERS REPORT – APRIL 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:	19 May 2021
PREVIOUS REPORT(S):	21 April 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 April 2021

Carried 0/0

BRIEF SUMMARY

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

BACKGROUND/COMMENT

SPORTSGROUND DEVELOPMENT

The first meeting of the Wagin Sportsground Precinct Re-development Steering Committee was held on the 12th May. Please refer to the committee minutes contained in this agenda.

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.

Local Roads and Community Infrastructure Program (LRCIP)

Phase 1 \$348,962

The March quarterly report was completed and submitted to the funding body. The report details three projects completed, one 60% complete and two more only just commenced. All projects are required to finished by the 30th June, staff will ensure this deadline is met.



Phase 2 - \$279 590

The LRCIP Phase 2 projects have all been approved as per Council's projects nomination form. Some projects are scheduled to commence at the end of this financial year, and the majority will commence in second half of 2021. All projects must be completed by the end of 2021. We have received a part payment of \$195,731.

Phase 3 - \$697.924

Following the 2021/2022 Federal Budget, we have just received advise that will another phase of the Local Roads and Community Infrastructure Program commencing in January 2022. This will be Phase 3, under this new phase the Shire of Wagin's allocation will be \$697,924.

The funding body will provide a greater time frame to complete new projects under phase 3, with all projects to be completed within eighteen months by the 30th June 2023.

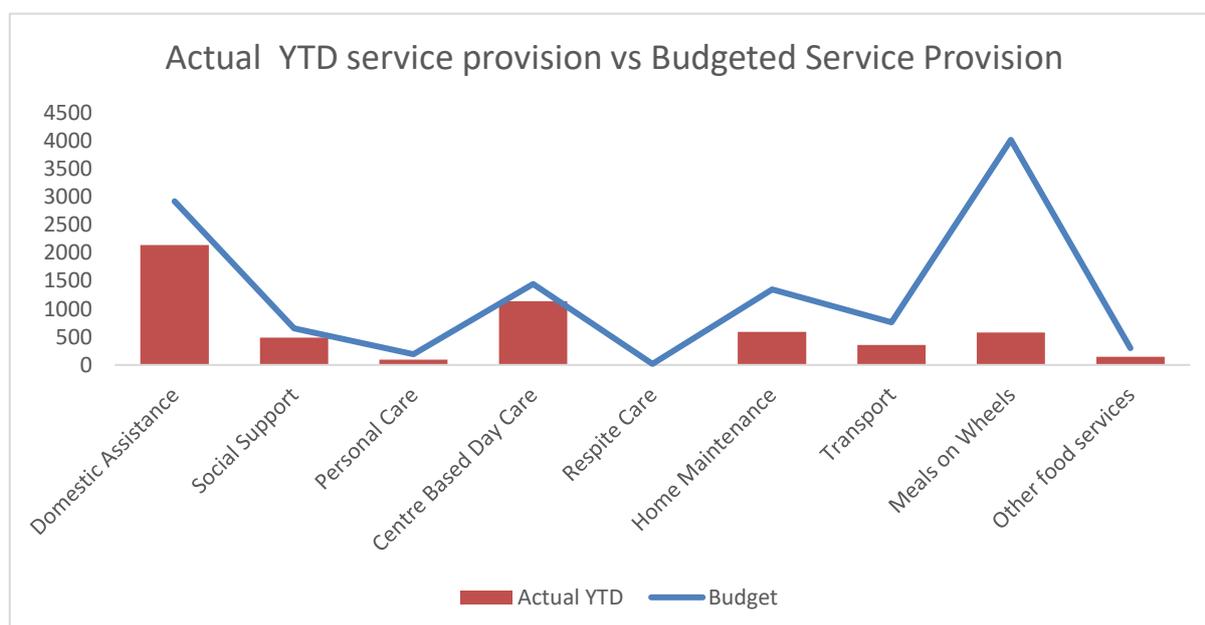
AGED CARE

HEMOCARE REPORT APRIL 2021

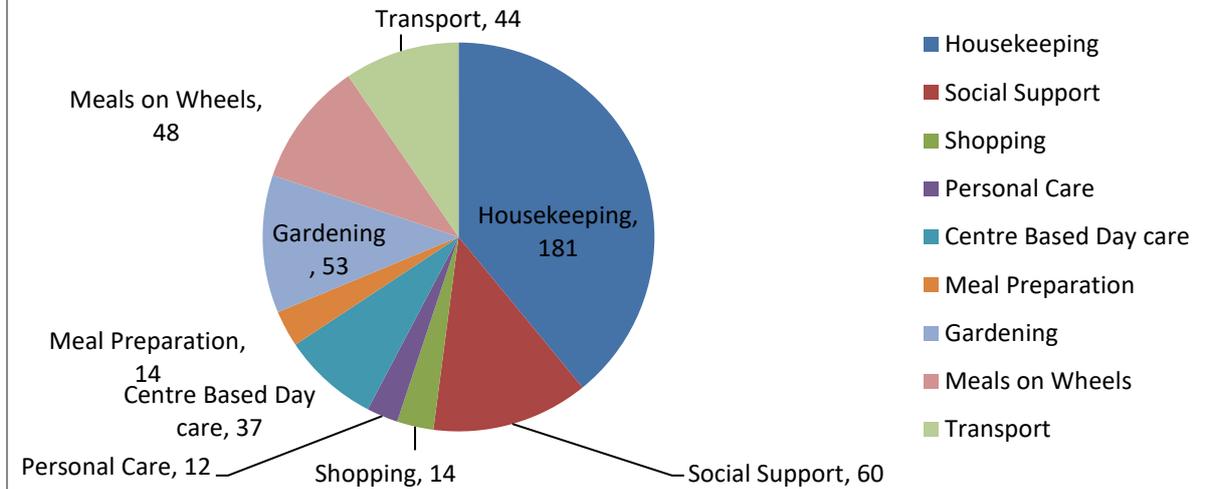
CLIENTS:

87 clients received one or more services for April

Service	Number of Clients
Housekeeping	58
Social Support	14
Shopping	4
Personal Care	2
Centre Based Day care	20
Meal Preparation	3
Gardening	46
Meals on Wheels	3
Transport	20

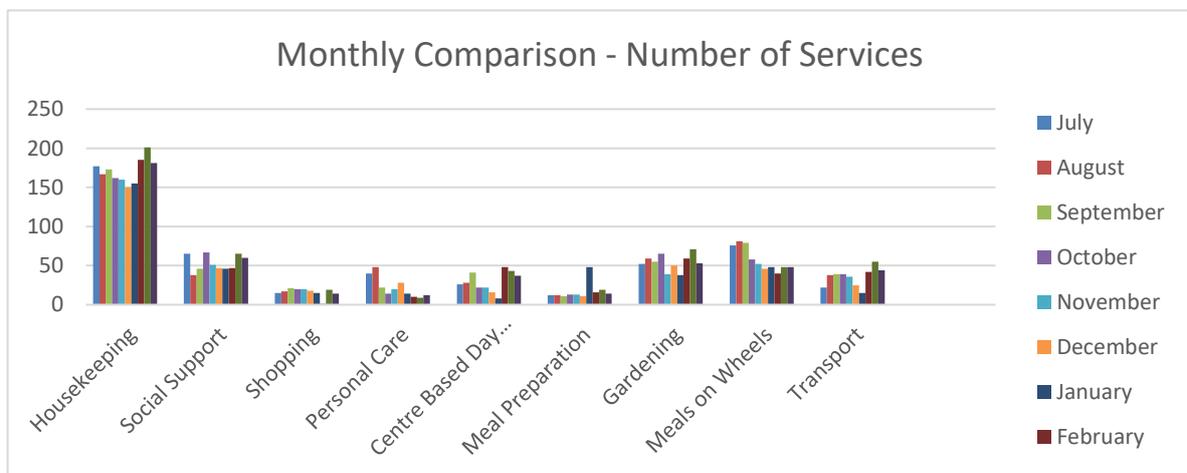


Wagin Homecare Report April 2021



Wagin Homecare Complete Service Provision April 2021

Types of services provided	Monthly Contracted	Hours Provided	Variance	Contracted	Year to date
Domestic Assistance	243	224	-19	2913	2138
Social Support	54	37	-17	651	487
Personal Care	16	6	-10	190	92
Centre Based Day Care	120	174	54	1442	1133
Respite Care	1.5	0	-1.5	18	0
Home Maintenance	112	55	-57	1344	587
Transport	63	40	-23	762	354
Meals on Wheels	334	48	-286	4011	576
Other food services	25	17	-8	299	147





TOWNSCAPE

Town Square Project

All the trees and shrubs have been ordered for the Town Square and will be planted in the next couple of weeks. Staff are still sourcing decorative solar lighting and new bins, this should all be in place by the end of June.

Wetlands Park Playground Development

Significant amounts of work have been completed by our work crew in the past month. All shrubs and plants have been ordered. Work on the toilet block will commence this week and other elements of the playground development will be completed by the end of June.

The following works will be completed in the next month:

- Installation of additional playground equipment.
- Placement of rocks and logs.
- Timber viewing area and sleeper path.
- Upgrades to existing gazebo.
- Toilet block upgrades
- Plantings, mulching and general landscaping.

Electronic Advertising Sign

As per the request from the April Council meeting, I have sent a letter and an advertising application form to the Chamber of Commerce inviting their members to advertise on the electronic sign. This has hopefully been distributed to all chamber businesses.

TOURISM

Mar/Apr 2021 Shire Facebook Report

15/04/2021

The Shire Facebook page has posted 13 times since the last report in March with the biggest audience award being about camping at Lake Norring over Easter with 6,289 views.

- Geoscience Australia information – 16th Mar – 372 people
- Outback Car Hunters flyer – 18th Mar – 2,074 people
- Opera in Katanning flyer – 21st Mar – 1,560 people
- DFES award notice – 22nd Mar – 412 people
- Norring Lake Camping information – 24th Mar – 6,286 people
- April Wheatbelt Calendar – 31st Mar – 835 people
- Found Cat – 1st Apr – 879 people
- No Dr Notice – 1st Apr – 923 people
- Easter Egg hunt notice – 1st Apr – 628 people
- Happy Easter – 2nd Apr – 252 people
- ANZAC notice – 8th Apr – 1,284 people
- Electronic Sign Notice – 13th Apr – 390 people
- Burning Permits notice – 14th Apr – 522 people

Our total page “likes” has risen again to 1362 – up by 17 from the last report.

To compare our likes to other shire pages:



- Wickepin 884
- Williams 566
- Kondinin 485
- Lake Grace 651
- Kojonup 1137

Wagin Woolorama Page took a small step forward to 3394 likes, up by 7 likes from the last report

RECREATION AND CULTURE

Library Report –April / May2021

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 May 8th from 2pm to 4pm.

Library Regular Activities:

- WLG Book Club was held on April 10th at Cresswells from 2pm to 4pm. Our next Book Club was held on Saturday May 8th 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 cancelled on Thursday April 29th. Our next Friends Meeting will be held on Thursday May 27th at 4.30pm.**

Library Statistics:

- 6 new borrowers at the library during this reporting period;
- 217 patron visits for April May reporting period;
- 27 successful inter-library loan requests for items from Wagin Library & Gallery patrons;
- 36 inter-library loan requests from other public libraries throughout WA for our items; 0 not supplied.
- 2 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.
- 31 community members enjoyed free tea or coffee in the library;
- 9 community members and library patrons spent time reading and relaxing in the library.
- 34 phone transactions relating to library matters - patron request for renewals; requests for information from other libraries, and from us to staff at other libraries; library event planning.

Patron Comments and Suggestions:

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

Up and coming news and events:

- No Events until permitted

Wagin Recreation Centre Report April 2021

April 2021 saw the closing of the season of the Wagin Memorial Swimming Pool. Over the summer period at the Wagin Recreation Centre only a few activities were being held. Tennis with Megan which occurred sometimes 3 times a week with private coaching and some group sessions. Stay on your feet every Monday morning attracting good numbers. Trotting meetings utilising the front and auditorium. And general use by the public for basketball mainly.

During the summer the facility was kept clean by Karin Praetz, and those using the auditorium collected a key from the Shire office.

I have re-commenced managing and operating the Wagin Recreation centre to cater for the busier Autumn / Winter months.

Activities now

- Netball for juniors and ladies every Wednesday from 3 – 8pm
- Netball fixtured home games
- Fitness classes with Brooke Batt Tuesdays and Thursdays from 5.15pm
- Stay on your feet program every Monday at 9.45am
- Hockey training sessions Thursday afternoons for men and children whenever the need arises
- Basketball games on Mondays at 6pm until numbers decline
- Yoga in E.F on Wednesday mornings at 9.30 and on Friday nights at 6pm with Tara Cook
- Trotting meetings once a month
- Junior basketball meeting on 18th May to discuss a possible start up for term 4

Cricket Pitch Upgrade

The project has now been completed.
The final claim will be submitted to the Department of Sport and Recreation for their contribution to the project.

OTHER

DCEO Resignation

After twenty-two years working for this Shire, I have formally tendered my resignation, with my last day being the 26th November 2021. The time is right to join Sharon and Ben in Busselton at the end of the year and start my next chapter.



I would like to thank Council and staff for their support over a very long time and I am very grateful for the opportunities I have been given during my time with the Shire. I am immensely proud of what the Shire has achieved in the past two decades and the small part I have played in those achievements.

War Memorial Upgrades

The two new commemorative seats for the Wagin War Memorial have been completed and were on display at last month's Anzac day service. The new seats were possible thanks to a \$10,000 grant from the Department of Veterans' Affairs.

The seats will be permanently installed and become a significant feature of the impending upgrades to the memorial later in the year.

I would like to acknowledge and congratulate Donna George in her work in securing the funding and assisting with bringing the commemorative seating to fruition.



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 – Department of Veterans' Affairs	10,000	Saluting and Servicing Program- RSL War memorial Upgrade



SUCCESSFUL		
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
SUCCESSFUL		
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 CHANGE OF BANKING INSTITUTION FOR THE SHIRE OF WAGIN

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:	19 May 2021
PREVIOUS REPORT(S):	Nil
DISCLOSURE OF INTEREST:	Nil
FILE REFERENCE:	FM.BA.1
ATTACHMENTS:	<ul style="list-style-type: none">NAB Closure Advice

OFFICER RECOMMENDATION

Moved Cr

Seconded Cr

That Council authorise staff to change its current NAB transactional, operational and investment banking, including Municipal Account, Trust Account, Restricted Funds Account, Cash Management Call Account, Reserve Term Deposit, credit card accounts and merchant facilities to Bankwest prior to the 30th July 2021.

Carried 0/0

BRIEF SUMMARY

For Council to authorise staff to change over its transactional, operational and investment banking from NAB to Bankwest.

BACKGROUND/COMMENT

Earlier this month the CEO was personally informed that NAB was closing its bank branch in Wagin on the 30th July 2021.

Whilst this is disappointing news, it is not surprising based on the significant reduction of opening hours in recent years. Whilst the bank can provide transactional services through the Wagin branch of Australia Post, staff do not believe all the Shire's transactional banking needs will be met through the Post Office.

Bankwest will now be the only bank left in Wagin. The Shire had a strong overture from some senior Bankwest personnel last year to transfer its business from NAB. It was felt that if the opportunity was taken at that time and NAB subsequently closed its doors that the Shire would be cast as the villain in precipitating the closure. Given that will no longer be the case there is really no impediment to the Shire shifting its banking business to Bankwest. That move would be supported by the staff.

As Bankwest are very keen to secure the Shire's business it is the author's belief they will offer a very competitive fee structure, including merchant fees. There will also be minimal set up costs, however there will be additional staff time in undertaking the banking transfer. It is important that transactional accounts are set up before we set rates as new bank details will need to be recorded on the 2021/2022 rate notice.



Council will still hold one loan with the NAB, being loan #131 taken out in 2005 for redevelopment of the Recreation Centre. As at the 30th June 2021 the principal outstanding will be \$45,062, the loan will be repaid in full on the 30th December 2024. Council's other four loans will remain with the West Australian Treasury Corporation.

Investment term deposit accounts and cash management accounts interest rates are incredibly low at all financial institutions and it will make very little difference who our funds are invested with in the foreseeable future.

Management considers it paramount that Council is seen to be supporting the only remaining bank left in Wagin, this also may be seen in good light by senior management and decision makers at Bankwest.

CONSULTATION/COMMUNICATION

CEO and Manager of Finance

STATUTORY/LEGAL IMPLICATIONS

Local Government Act 1995

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

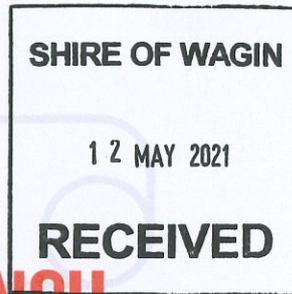
Minimal implications, increased staff time to implement the banking transfer

STRATEGIC IMPLICATIONS

Nil

VOTING REQUIREMENTS

Simple Majority



*KR
16463*

OUR WAGIN BRANCH IS PERMANENTLY CLOSING



Important information for Shire of Wagin,

Our branch locations and services are guided by the way our customers are banking. More and more customers are choosing the convenience of banking online, over the phone, or by secure video conference. As customers bank differently, NAB will continue to adapt.

Due to the changes in the way customers are banking, we'll be permanently closing the **Wagin Branch** located at **87 Tudor Street, Wagin** on **Friday, 30 July 2021**. Please be assured we will continue to assist you and make sure this change is as smooth as possible.

What this means for you

There will be no change to your BSB* and account details. Please read the box to the right to find out about all the ways you can continue to bank with us.

Prior to the branch closure, the team are also available to discuss your banking needs, including the alternatives that are available to you.

We're here to help

Your everyday banking needs are important to us. Before the branch closes, you can come in and we can provide education on online banking. To find out more about the ways you can bank with us, head to nab.com.au/waystobank. As a NAB customer you can also access your accounts at any participating Australia Post location displaying the Bank@post signage. If you have any questions, feel free to visit the branch prior to the closure date or call me.

Regards,

Finley Leach
Agribusiness Manager

04 May 2021

OTHER WAYS TO BANK WITH US

You can still take care of your everyday banking:

- **Using NAB Internet Banking**
at nab.com.au and the NAB Banking App¹
- **Calling NAB Telephone Banking**
on 13 10 12
- **At any NAB ATMs**
There's one located at 30 Austral Terrace, Katanning
- **In a branch**
The nearest branch is now Katanning Branch, 30 Austral Terrace, Katanning
- **At the nearest Bank@Post Australia Post outlet**
39 Tudhoe Street, Wagin

*A BSB is the first 6 digits in front of your account number

¹ NAB Internet Banking terms and conditions apply (available at nab.com.au). The NAB app is compatible with Android™ and iOS, minimum platform requirements apply. Android is a trademark of Google LLC. IOS is a trademark or registered trademark of Cisco in the U.S. and other countries and is used under license.



12.3 MANAGER OF WORKS

12.3.1 WORKS AND SERVICES REPORT – APRIL 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:	13 May 2021
PREVIOUS REPORT(S):	20 April 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 April 2021.

Carried 0/0

BRIEF SUMMARY

NIL

BACKGROUND/COMMENT

CONSTRUCTION CREW

- Footpaths and kerbing in various town site locations
- Wetlands playground upgrade
- Beaufort Road - Clear shoulders and table drain

UPCOMING WORKS

Complete footpath and kerbing in various locations

Complete new playground at Wetlands Park

ROAD MAINTENANCE

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

Maintenance grading carried out on Wagin-Wickepin, Jaloran, Edwards, Beaufort, Warup South and Norring Delyanine Roads.

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 of small plant will be carried by Shire staff, and large plant item servicing and mechanical repairs to be carried out by Marley's Diesel and Ag as required.

COUNCILLOR'S INFORMATION

Nil

CONSULTATION/COMMUNICATION

NIL

STATUTORY/LEGAL IMPLICATIONS

NIL

POLICY IMPLICATIONS

NIL

FINANCIAL IMPLICATIONS

NIL

STRATEGIC IMPLICATIONS

NIL

VOTING REQUIREMENTS

Simple Majority



PLANT REPORT				April 2021		
PLANT	OPERATOR	PURCHASE DATE	KM / HOURS	SERVICE DUE	REGO	COMMS
ISUZU D-MAX WAGON P-01	B ATKINSON	29/10/2019	26,093	29,000	W.1	
ISUZU D-MAX WAGON P-02	B RODERICK	1/11/2018	51,831	55,000	W.001	
ISUZU D MAX P-04	A HICKS	17/11/2020	9,768	20,000	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	81,200	84,000	W.10000	
WCM LOADER P-09	REFUSE SITE	30/06/2012	3,152	1/02/2022	W.10292	
CAT GRADER P-10	R DERRICK	14/01/2021	415	500	W.284	Service Due
KOMATSU LOADER P-11	D HOYSTED	21/03/2018	2,994	3,400	W.10707	
KOMATSU GRADER P-12	S DESOUZA	15/01/2019	2,397	2,500	W.041	
ISUZU TRUCK P-14	S HISKINS	3/12/2019	35,209	40,000	W.1002	
BOMAG ROLLER P-15	VARIOUS	3/01/2008	9,351	9,220	W.7862	Service Due
ISUZU TRUCK P-16	VARIOUS	19/10/2010	89,357	100,000	W.1012	
KUBOTA MOWER P-18	M TITO	31/10/2019	175	200		
VIB ROLLER P-19	VARIOUS	3/01/2008	1,746	2,100	W.841	
JOHN DEERE P-20	VARIOUS	9/02/2006	3,868	4,000	W.9618	
ISUZU P-21	R DERRICK	17/03/2017	63,002	73,000	W.676	
JOHN DEERE P-22	A HOPKINS	10/08/2016	400	400	W.487	Service Due
TOYOTA UTE P-24	M TITO	17/11/2020	3,920	10,000	W.1010	
TOYOTA UTE P-25	A HOPKINS	25/11/2020	3,452	10,000	W.1001	
TRITON UTE P-26	S DESOUZA	14/11/2014	71,182	80,000	W.1022	
TRITON UTE P-27	J PRAETZ	6/11/2014	85,286	90,000	W.1007	
MAHINDRA P-38	L STANBRIDGE	21/01/2016	56,578	60,000	W.1044	
BOBCAT P-39	VARIOUS	17/09/2013	3,531	3,500	W.10553	Service Due
ISUZU TRUCK P-40	VARIOUS	29/03/2019	52,088	60,000	W.437	
ISUZU TRUCK P-42	J CHAMBERLAIN	6/02/2014	169,214	180,000	W.1015	
TORO MOWER P-43	M TITO	12/09/2013	1,020	1,050		
CAT BACKHOE P-47	VARIOUS	21/09/2015	5,467	5,500	W.10552	Service Due
TENNANT SWEEPER P-48	J PRAETZ	16/10/2015	2,065	2,120	W.10554	
MULTIPAC ROLLER P-49	VARIOUS	9/01/2017	3,196	3,000	W.860	Service Due
TOYOTA UTE P-50	T SIMMS	15/12/2017	37,064	40,000	W.924	
FORKLIFT P-51	VARIOUS	30/11/2018	16,389	30/11/2021	W.10729	
KUBOTA RTV P-52	VARIOUS	31/10/2019	295	400		
TOYOTA UTE P-85	VARIOUS	29/10/2020	3,533	10,000	W.863	
TOYOTA UTE P-94	J YATES	23/10/2019	26,624	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 – MAY 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: 09 May 2021
PREVIOUS REPORT(S): 09 April 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 May 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
99874	Philip Wirth	Owner	23 Lloyd Street Wagin	Repurposed Dwelling	\$70,000	\$224.00
99875	Peter Spurr	Owner	Lot 452 Tudhoe Street Wagin	S/F Shed	\$64,033	\$204.90
99877	Greg Abel	Mario Carbone	Lot 800 Beaufort Road	S/F Patios	\$12,000	\$166.65



99878	Robert Nalder	Mario Carbone	14 Traverse Street	S/F Carport	\$2,000	\$166.65
99979	Clay Simpson	Darren Spencer	85 Tudhoe Street	S/F Carport	\$5,500	\$166.65
99880	Amy Stone	Fuchs Steel Roofing	22 Khedive Street	S/F Patio	\$8,000	\$166.65
99881	Matt Spurr	Fuchs Steel Roofing	11 Tarbet Street	S/F Carport	\$6,000	\$166.65
99882	Helen Hegarty	O/B	5 Upland Street	S/F Dwelling Ext	\$19,500	\$166.65

BUILDING FINALS (BA7) – FINAL CERTIFICATES RECEIVED

- 10 Ranford Street – Shade Sails at Wagin District High School
- Lot 4832 (173) River Tarne Road Piesseville - Dwelling.

CERTIFICATES OF OCCUPANCY

Nil

EFFLUENT DISPOSAL SYSTEM – CERTIFICATE TO USE

Nil

BUILDING ISSUES

SEA CONTAINER ISSUE LOT 4832 WAGIN/DUMBLEYUNG ROAD WAGIN.

It has been brought to the attention of Shire staff of two sea containers that are positioned approximately 20 kilometres east of Wagin on the Wagin/Dumbleyung Road. The containers were originally thought to be part of the Main Roads upgrade currently in progress, upon closer investigation indicated they were of a more private nature.

Contact has been made with the Owner regarding his intent of the structures, the Owner indicated he sporadically resides at the structures.

The request was made to the Owner to provide further information in the form of a planning application to detail his intent. Considerations, including setback from the Main Road and his proposed use, will form part of the application process. To date, an incomplete planning application has been received from the Shire and communications with the Owners solicitor are ongoing.

HEALTH/PLANNING/BUILDING ADVISE

FOUR YEARLY PRIVATE SWIMMING POOL INSPECTIONS

At the time of this report, 31 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

As part of the Local Authority Analytical Committee Food Safety Program round 32 is focusing on the microbial safety of ready to eat sliced meats. Sampling will commence in the later part of May 2021 with results correlated for next months forum.

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 OVERDUE RATES DEBTORS

PROPONENT:	N/A
OWNER:	N/A
LOCATION/ADDRESS:	N/A
AUTHOR OF REPORT:	Manager of Finance
SENIOR OFFICER:	Chief Executive Officer
DATE OF REPORT:	17 May 2021
PREVIOUS REPORT(S):	Nil
DISCLOSURE OF INTEREST:	Nil
FILE REFERENCE:	FM.DB.1
ATTACHMENTS:	Nil

OFFICER RECOMMENDATION

Moved Cr

Seconded Cr

That Council advise AMPAC Debt Recovery to proceed to Judgement and/or PSSO on Assessments A312, A319, A337, A417, A500, A519, A590, A716, A796, A834, A923, A1026, A1046, A1062, A1064, A1461, A2026, A2095, A2299.

Carried 0/0



15.2 OVERDUE SUNDRY DEBTORS

PROPONENT:	N/A
OWNER:	N/A
LOCATION/ADDRESS:	N/A
AUTHOR OF REPORT:	Manager of Finance
SENIOR OFFICER:	Chief Executive Officer
DATE OF REPORT:	17 May 2021
PREVIOUS REPORT(S):	Nil
DISCLOSURE OF INTEREST:	Nil
FILE REFERENCE:	FM.DB.1
ATTACHMENTS:	Nil

OFFICER RECOMMENDATION

Moved Cr

Seconded Cr

That Council agree to write off Sundry Debtors totalling \$850.00 being for Invoice 6446, 7099, 7122 and 8251.

Carried 0/0



15.3 PROCUREMENT OF GOODS AND SERVICES - SUPPLY AND ERECTION OF WAGIN HISTORICAL VILLAGE 'HISTORY OF WAGIN' OUTBUILDING (SHED)

PROPONENT:	Wagin Historical Village Sub-Committee
OWNER:	Shire of Wagin
LOCATION/ADDRESS:	Lot 51 Ballagin Road, WAGIN
AUTHOR OF REPORT:	Executive Assistant
SENIOR OFFICER:	Chief Executive Officer
DATE OF REPORT:	17 May 2021
PREVIOUS REPORT(S):	15 December 2021
DISCLOSURE OF INTEREST:	Nil
FILE REFERENCE:	CS.SP.9
ATTACHMENTS:	

OFFICER RECOMMENDATION

Moved Cr

Seconded Cr

That the quote No. 5014 submitted by Central Great Southern Sheds (Ranbuild) for the supply and erection of a 15090mm x 320000mm shed, complete with 100 mm reinforced concrete floor at a total cost (including GST) of \$125,632.30 be accepted, subject to the shed being completed not later than the 15 November 2021.

Carried 0/0



15.4 PROPOSED LEASE OF HANGER SITES – WAGIN AERIAL LANDING GROUND (RESERVE 20595)

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:	20 May 2021
PREVIOUS REPORT(S):	27 April 2021
DISCLOSURE OF INTEREST:	Financial Interest – Cr Greg Ball
FILE REFERENCE:	CP.MT.1
ATTACHMENTS:	Nil

OFFICER RECOMMENDATION

Moved Cr

Seconded Cr

- 1. That given that no submissions objecting to the proposed the lease for Sites 1, 2, 3, and 5 of Wagin Aerial Landing Ground Reserve 20595 were received during the statutory advertising period, that, agreements for a period of twenty-one (21) years be entered into.**
- 2. That the lease agreements governing the conditions of the leases be submitted to the Minister of Lands for his consent.**
- 3. That due to the non-response to the two letters that have been sent to the Lessee of Site 4 (Hanger and Workshop) enquiring whether he intended to enter into a further lease; that he be advised of the Shires intention to call tenders for the lease of these premises.**
- 4. That tenders be called for the lease of Site 4 (Hangar and Workshop) for a period of between 12 months and five (5) years to be determined by Council.**

Carried 0/0



**15.5 PROPOSED INSTALLATION OF TELECOMMUNICATIONS
INFRASTRUCTURE– WAGIN SHIRE ADMINISTRATION BUILDING – FIELD
SOLUTIONS GROUP**

PROPONENT:	Field Solutions Group (FSG)
OWNER:	N/A
LOCATION/ADDRESS:	Wagin Lot 1819/Reserve 36738
AUTHOR OF REPORT:	Chief Executive Officer
SENIOR OFFICER:	Chief Executive Officer
DATE OF REPORT:	18 May 2021
PREVIOUS REPORT(S):	27 April 2021
DISCLOSURE OF INTEREST:	Nil
FILE REFERENCE:	CM.LE.3
ATTACHMENTS:	Nil

OFFICER RECOMMENDATION

Moved Cr

Seconded Cr

That contractual arrangements relating to the proposal by Field Solutions Group to install telecommunications equipment on the Wagin Shire Administration building be negotiated to the satisfaction of both parties.

Carried 0/0



16. CLOSURE