



AGENDA

ORDINARY MEETING OF COUNCIL

23 MAY 2023



SHIRE OF WAGIN

NOTICE OF MEETING

Dear President and Councillors,

The next Ordinary Meeting of Council will be held

ON: Tuesday 23 May 2023

WHERE: Council Chambers, Shire Office

AT: 7:00pm

Ian McCabe
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.

**Agendas and Minutes are available on the Shire website www.wagin.wa.gov.au
Alternative formats are also available upon request.**



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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Community Strategic Vision

Wagin is a community where individuals, families and businesses can invest and prosper, preserving the safe, affordable and inclusive country lifestyle and ensuring that Wagin is a place people like to live in and visit.

Council's Mission and Philosophy

The Shire of Wagin is a focussed Local Government providing progressive and innovative leadership that builds a sustainable future while supporting a vibrant, healthy and caring community.

Council's Guiding Values

- Governance and Leadership
- Honesty and Integrity
- Innovation and Creativity
- Community Focused
- Environmentally Aware

Shire of Wagin Strategic Community Plan 2020 - 2030

1. Economic Development	2. Buildings and Infrastructure	3. Community Services and Social Environment	4. Town and Natural Environment	5. Council Leadership
1.1 Increase in the number and diversity of businesses in the town and district.	2.1 Improve road conditions on all Shire and State roads.	3.1 Keep the family-friendly country lifestyle, community spirit, safe community with low crime rate.	4.1 Upgrade main street appearance for the amenity of residents and encourage travellers and tourists to stop.	5.1 Support and provide incentives for more businesses and retail opportunities.
1.2 Support more job/ training opportunities, and entities especially for young people.	2.2 Monitor heavy vehicle movements through the townsite.	3.2 Retain the school and hospital and grow health, Doctor services, allied health and aged care services.	4.2 Improve town approach and entry statements.	5.2 Foster Communication with the community.
1.3 Increase tourism and promotion of town and heritage.	2.3 Improvement in condition and appearance of the main streets of the Town and improved signage.	3.3 Housing, Job and training especially for young people.	4.3 Maintain and improve natural environment and recreation areas	5.3 Plan services and activities based on sustainability, affordability and resources.
1.4 Facilitate Broadband and other associated electronic media infrastructure	2.4 Continue to upgrade Footpaths in town.	3.4 Progress the Wagin Community Recreational Hub	4.4 Improved waste management in town and Shire.	5.4 Encourage and acknowledge volunteering.
1.5 Explore affordable accommodation for workers.	2.5 Refine Infrastructure to support arts, culture, entertainment and library services.	3.5. Youth focus on services and recreation development including coordination of effort across the Shire/region.	4.5 Continue to increase the number of suitable trees within the townsite to enhance the tree canopy in particular the CBD	5.5 Be responsive to community aspirations and requirements within the capacity of council.
1.6 Aid retention and encourage more government services in Wagin.	2.6 Encourage greater care and restoration or preservation of heritage buildings.	3.6 Foster and support Woolorama and other events, cultural and other entertainment opportunities.		5.6 Council to have a sound strategy to the sustainability to the Shire
1.7 Support and Promote Wagin as a business opportunity.	2.7 Develop a safe fenced playground for children in a park environment	3.7 Support community activities with resources and facilities as required.		5.7 Investigate rebranding of the Shire.
1.8 Determine further waste management options.	2.8 Investigate planning and development of sporting facilities	3.8 Investigate to establish Wi-Fi Hotspots		5.8 Continue lobbying and advocacy for road infrastructure and freight networks and other strategic infrastructure for the benefit of the Shire
1.9 Maintain and improve the freight network in the Shire	2.9 Investigate future housing and expansion for tourist and other attractions.	3.9 Promote and Enhance the Wagin caravan and camping experience.	Shire of Wagin Strategic Community Plan - Key Results Areas	
	2.10 Optimise water harvesting and storage			



SHIRE OF WAGIN

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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 Bronwyn Hegarty	Elected Member
Cr Wade Longmuir	Elected Member
Cr Bryan Kilpatrick	Elected Member
Cr Geoff West	Elected Member
Cr Ann O'Brien	Elected Member
Cr Sherryl Chilcott	Elected Member
Ian McCabe	Chief Executive Officer
Donna George	Acting Deputy Chief Executive Officer
Alen Hicks	Manager of Works
Kirsty Simkins	Executive Assistant

2.2 APOLOGIES

Allen Hicks	Manager of Works
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2.3 APPROVED LEAVE OF ABSENCE

2.4 VISITORS

Jeff Stewart	Masonic Lodge
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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

JEFFERY STEWART OF 4 LEONORA STREET, WAGIN

Mr Stewart will be attending this meeting to discuss his ideas of holding a fundraiser event through the friends of the Masonic Lodge.

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 ANNUAL GENERAL MEETING OF BUSHFIRE ADVISORY COMMITTEE HELD 11 APRIL 2023

COUNCIL DECISION

Moved Cr

Seconded Cr

1. That the Minutes of the Annual General Meeting of Bushfire Advisory Committee Meeting held on Tuesday 11 April 2023 as attached, be received.

Carried 0/0



MINUTES

ANNUAL GENERAL MEETING OF THE BUSHFIRE ADVISORY COMMITTEE

11 APRIL 2023
Ordinary Council Meeting

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Ian McCabe
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 and 5.87B *Local Government Act 1995*].

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



SHIRE OF WAGIN

Minutes for the Annual General Meeting of the Bushfire Advisory Committee held in the Council Chambers, Wagin on Tuesday 11 April 2023 commencing at 7:05pm

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1. OFFICIAL OPENING

The Chairperson opened the meeting 7.05 pm.

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

2.1 ATTENDANCE

Phil Blight	Chairperson
Ross Goldsmith	Chief Bushfire Control Officer
Carol Goldsmith	BFB Member
Cam Clifton	Brigade Captain - Badjarning
Lyn Lucas	BFB Member
Wade Brockway	Brigade Captain – Lime Lake
Anthony Rowell	Brigade Captain - Cancanning
Xavier White	Brigade Captain – Ballaying
Ty Cook	VFRS Captain
Cam Forrest	BFB/VFRS Member
Bryn Becker	BFB Member
Ian McDougall	Brigade Captain – Wedgecarrup
Phil Ward	BFB Member
Donna George	Acting DCEO – Shire of Wagin
Ian McCabe	CEO - Shire of Wagin

2.2 APOLOGIES

Simon Vogel	DFES
Chris Piesse	BFB Member
Steve Angwin	BFB Member

3. PUBLIC FORUM

Nil

4. PETITIONS/DEPUTATIONS/PRESENTATIONS

Nil

5. DISCLOSURE OF FINANCIAL AND OTHER INTERESTS

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

Nil

5.2 DISCLOSURE OF PROXIMITY INTEREST – Local Government Act Section 5.6

Nil



5.3 DISCLOSURE OF IMPARTIALITY INTEREST – Administration Regulation Section 34c

Nil

6. CONFIRMATION OF PREVIOUS MEETING MINUTES

6.1 MINUTES FROM THE ANNUAL GENERAL MEETING OF THE BUSHFIRE ADVISORY COMMITTEE MEETING HELD 17 MARCH 2022

COMMITTEE DECISION

Moved R Goldsmith Seconded T Cook

That the minutes of the Annual General Meeting of the Bushfire Advisory Committee held on 17 March 2022 and circulated to all Councillors and Committee Members, be confirmed as a true and accurate record.

Carried 13/0

7. CORRESPONDENCE AND REPORTS

7.1. CHIEF BUSHFIRE CONTROL OFFICER REPORT

Well, here we are at the end of another fire season and once again we were faced with challenges such as header fires cause by faulty bearings in the Draper fronts. We experienced at least two which were definitely faulty bearings, one burnt out about 20 ha, the other burnt 20 standing crop and 5 ha bush. We were very fortunate that the air support was still based in Narrogin on the 16 December and they were able to assist us, the help from the surrounding shires was excellent as well and we thank everyone for their help. There was one lightning strike which was on the boundary of the Narrogin and Wagin Shires and in spite of so many people away on holiday it was well attended. This fire took a lot of watching due to it being in a bush block, luckily there was a pasture paddock to the west and we burnt a firebreak in the stubble to the north. The crews were occupied here for several days.

We had a call out to a fire along Arthur Road west of Wagin the cause of this is, according to Main Roads, under investigation although blind Freddy could see where it started however the Main Roads contractors deny this even though the Chief Bushfire Control Officer from West Arthur saw the people working in the culvert where the fire started. The contractors had a fire unit but had to be told by one of the volunteers to put water on the burning bits. Their unit was not in good condition more water came out of the pump than the hose, maybe if they thought to douse the flames early the fire would have been a lot smaller.

During this time the traffic controller stopped a truck which would have made it safely through before the fire escalated causing approximately \$80,000 damage to the truck, this same person parked one of their trucks across the road in the smoke and a volunteer subsequently ran into it, writing the ute off, fortunately no one was hurt. This same controller then tried to stop trucks at the top of the hill until advised to come back to the traffic lights. They need more education of how to handle unforeseen situations.

In more recent times we have assisted with the structural fire at Ballard's Hay plant, on the Thursday before Woolorama we had two lightning strikes both hit power poles. Fortunately,

there was a grading contractor nearby and he was able to grade a break around the area very quickly. On 16 March and early next morning we have had another two pole top fires that we are aware of. In one case it burnt through and dropped the transformer on the ground.

We in the Wagin Shire are very fortunate to have a bushfire liaison officer who has worked hard to source grants for us to purchase a tanker and possibly a tank to fill the tanker, we have farmers who have prime movers which can be hitched to the tanker, we are looking at one which can hold about 30,000 litres of waters as many famers who are into all crops do not have water in their dams so that makes our mobile standpipes unusable.

Due to the timing of Woolorama and the dryness of the country we have held back from issuing permits, but it will start soon, under these new rules the issuing of permits is becoming extremely confusing.

Both my wife and I would like to thank you all for your hard work and friendship through our journey in the world of bushfires. We wish you all the very best, keep up the good work. I am now standing down from the position of Chief Bush Fire Control Officer after 40 plus years. Time to hand over to the younger crew. Carol and I will still continue to be FCO's for now.

Good luck to you all.

Ross and Carol Goldsmith, Wagin.

COMMITTEE RECOMMENDATION

Moved L Lucas Seconded W Brockway

That the Committee recommend that Council receive the Chief Bushfire Control Officer Annual Bushfire Report, with a formal Thank You to Ross and Carol for their many years of hard work.

Carried 13/0

7.2. ELECTION OF OFFICER BEARERS

7.2.1 CHAIRPERSON

P Blight, as declared by Council

7.2.2 CHIEF BUSHFIRE CONTROL OFFICER

X White was nominated by C Goldsmith, there being no further nominations X White was declared as Chief Bushfire Control Officer

7.2.3 DEPUTY CHIEF BUSHFIRE CONTROL OFFICER 1

W Brockway was nominated by X White, there being no further nominations, W Brockway was declared as Deputy Chief bushfire Control Officer 1.

7.2.4 DEPUTY CHIEF BUSHFIRE CONTROL OFFICER 2

C Piesse was nominated by X White, there being no further nominations, C Piesse was declared as Deputy Chief Bushfire Control Officer 2.

7.2.5 FIRE CONTROL OFFICERS

The following members were nominated as Fire Control Officers for 2023/24:

- S Angwin
- B Becker
- W Brockway
- C Clifton
- C Goldsmith
- R Goldsmith
- L Lucas
- I McDougall
- C Piesse
- B Robinson
- A Rowell
- T Storer
- G Thompson
- P Ward
- X White
- CEO – Shire of Wagin

7.2.6 SHIRE OFFICE – TOWN FIRE PERMITS

- Z Enright
- D George
- D Stephens

COMMITTEE RECOMMENDATION

Moved I McDougall

Seconded R Goldsmith

That the Committee recommend to Council that the following Fire Control Officer appointments be made subject to meeting the training requirements:

FIRE CONTROL OFFICERS

- S Angwin
- B Becker
- W Brockway
- C Clifton
- C Goldsmith
- R Goldsmith
- L Lucas
- I McDougall
- C Piesse
- B Robinson
- A Rowell
- T Storer
- G Thompson
- P Ward
- X White
- CEO – Shire of Wagin

SHIRE OFFICER – TOWN FIRE PERMITS

- Z Enright
- D George
- D Stephens



Carried 13/0

7.2.7 BRIGADE CAPTAINS

COMMITTEE RECOMMENDATION

Moved R Goldsmith

Seconded L Lucas

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

BADJARNING

C Clifton was declared elected as Captain for Badjarning Brigade

BALLAYING

X White was declared elected as Captain for Ballaying Brigade

CANCANNING

A Rowell was declared elected as Captain for Cancanning Brigade

LIME LAKE

W Brockway was declared elected as Captain for Lime Lake Brigade

PIESSEVILLE

R Goldsmith was declared elected as Captain for Piesseville Brigade

WEDGECARRUP

I McDougall was declared elected as Captain for Wedgecarrup Brigade

WAGIN TOWN

T Cook was declared elected as Captain for Wagin Town Brigade

Carried 13/0

7.2.8 CHIEF FIRE WEATHER OFFICER

This position will be delegated to the Chief Bush Fire Control Officer and in that officer's absence or unavailability, Deputy Chief Bush Fire Control Officer 1 or Deputy Chief Bush Fire Control Officer 2 in order of seniority will act in that role.



7.2.9 FIRE WEATHER COMMITTEE

COMMITTEE RECOMMENDATION

Moved C Goldsmith Seconded X White

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

FIRE WEATHER COMMITTEE

- R Goldsmith
- I McDougall
- C Piesse
- S Angwin
- W Brockway
- X White
- A Rowell

Carried 13/0

7.2.10 DUAL FIRE CONTROL OFFICERS

COMMITTEE RECOMMENDATION

Moved R Goldsmith Seconded X White

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

DUMBLEYUNG

S Angwin
X White

NARROGIN

R Goldsmith
C Piesse

WOODANILLING

W Brockway
I McDougall

WILLIAMS

C Piesse

WEST ARTHUR

B Robinson

WICKEPIN

S Angwin

Carried 13/0



7.2.11 CLOVER BURINING PERMIT OFFICER

Chief Bush Fire Control Officer – X White

COMMITTEE RECOMMENDATION

Moved R Goldsmith Seconded I McDougall

That the Committee recommend to Council that the following Clover Burning Permit Officer appointment be made:

CLOVER BURNING PERMIT OFFICER

X White – Chief Bushfire Control Officer

Carried 13/0

8. GENERAL BUSINESS

Nil

9. CLOSURE

There being no further business the Chairperson thanked those in attendance and closed the meeting at 7.40pm

I certify that this copy of the Minutes is a true and correct record of the meeting held on 11 April 2023

Signed:

.....

Chairperson

Date:

.....



**9.2 MINUTES FROM THE BUSHFIRE ADVISORY COMMITTEE MEETING HELD 11
APRIL 2023**

COUNCIL DECISION

Moved Cr

Seconded Cr

- 1. That the Minutes of the Bushfire Advisory Committee held on Tuesday 11 April 2023 as attached, be received.**

Carried 0/0



MINUTES

BUSHFIRE ADVISORY COMMITTEE

11 APRIL 2023

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7.3. SHIRE OF WAGIN REPORT	8
7.4. ESL GRANT APPLICATION 2023/2024	9
8. GENERAL BUSINESS	24
9. CLOSURE	27



1. OFFICIAL OPENING

Opened the meeting at 7.40 pm.

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

2.1 ATTENDANCE

Phil Blight	Chairperson
Ross Goldsmith	Brigade Captain - Piesseville
Carol Goldsmith	BFB Member
Cam Clifton	Brigade Captain – Badjarning
Lyn Lucas	BFB Member
Wade Brockway	Brigade Captain – Lime Lake
Xavier White	Chief Bushfire Control Officer
Anthony Rowell	Brigade Captain – Cancanning
Ty Cook	Brigade Captain – Town
Cam Forrest	BFB Member
Bryn Becker	BFB Member
Ian McDougall	Brigade Captain – Wedgecarrup
Phil Ward	BFB Member
Donna George	Acting DCEO
Ian McCabe	CEO

2.2 APOLOGIES

Simon Vogel	DFES
Chris Piesse	BFB Member
Steve Angwin	BFB Member

3. PUBLIC FORUM

4. PETITIONS/DEPUTATIONS/PRESENTATIONS

5. DISCLOSURE OF FINANCIAL AND OTHER INTERESTS

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

5.2 DISCLOSURE OF PROXIMITY INTEREST – Local Government Act Section 5.6

**5.3 DISCLOSURE OF IMPARTIALITY INTEREST – Administration Regulation
Section 34c**

6. CONFIRMATION OF PREVIOUS MEETING MINUTES

**6.1 MINUTES FROM THE BUSHFIRE ADVISORY COMMITTEE MEETING
HELD 17 MARCH 2022**

COMMITTEE DECISION

Moved A Rowell

Seconded W Brockway

That the minutes of the Bushfire Advisory Committee Meeting held on 17 March 2022 and circulated to all Councillors and Committee Members, be confirmed as a true and accurate record.

Carried 13/0

7. CORRESPONDENCE AND REPORTS

7.1. DEPUTY BUSHFIRE CONTROL OFFICER REPORT

7.1.1 DEPUTY 1 – REPORT

7.1.2 DEPUTY 2 – REPORT

7.2. BRIGADE REPORTS

7.2.1 BADIARNING – C CLIFTON

7.2.2 BALLAYING – X WHITE

X White advised the development of a new Fire Mapper (phone) Application which is currently being trialled in the Shire of Wagin for BFB members to log into which is a live mapping system, members can add detail to on and around the fire ground (fire location, entry gates, water, farm roads etc). X White suggested members log in and have a look and advise if this is practical for future use or not.

7.2.3 CANCELLING – A ROWELL

7.2.4 LIME LAKE – W BROCKWAY

7.2.5 PIESSEVILLE – R GOLDSMITH

R Goldsmith has recently attended a ROAC meeting and information coming out of the Corrigin fire regarding asbestos has raised concerns specific to the removal cost after the asbestos building/waste has been affected by fire being much greater than the cost of removing when not affected by fire. The suggestion to members is to remove sooner if able, or to speak with insurers now regarding the liability of the building/waste asbestos site.

Pole top fire conversations are ongoing within the Bushfire Volunteer Association with members following up with various parties around the concern.

At the ROAC, the use of UHF radios on the fire ground was discussed with each shire being tasked to select an alternate channel as a second option when working with a Sector Commander, which our members would work off when attending a larger fire to reduce the overuse of channel five by numerous volunteers. R Goldsmith advised the channels needs to be below channel 40, and recommended the members select three channels which would suit to allow DFES to ensure fair coverage across the shires.

7.2.6 WEDGECARRUP – I MCDOUGALL

Ongoing issues with the roller door, Shire will facilitate replacement of door mechanism.

7.2.7 WAGIN/TOWN AND VFRS – T COOK

COMMITTEE DECISION

Moved R Goldsmith

Seconded C Clifton

That the Weather Committee discuss and select an alternate channel for Wagin BFB members to use when attending a larger fire with other shires onsite and the Shire print stickers for use in fire vehicles identifying correct channel.

Carried 13/0

7.3. SHIRE OF WAGIN REPORT

On behalf of Council, I would like to acknowledge and congratulate the Chief Bushfire Control Officer, his right-hand woman, his deputies, the Fire Control Officers, Captains and all volunteers for their efforts and the fantastic job they did during the fire season.

We have had a number of pole top fires this year and would like to arrange some way of recording directly, your numbers against western power numbers.

Incident types at the time of reporting are recorded as follows:

- | | |
|----------------------------------|---------------------------|
| • Called off – no attendance | 2 (up 1 from last year) |
| • False alarm – system initiated | 2 (equal to last year) |
| • False call – good intent | 3 (5 down from last year) |
| • Fire – bushfire (Lge) | 9 (6 up from last year) |
| • Fire – bushfire (sml) | 3 (4 down from last year) |
| • Fire – other/rubbish/vehicle | 5 (2 down from last year) |
| • Fire – structure | Nil (2 last year) |
| • Rescue and Medical | 4 (1 down from last year) |
| • Road Crash and Rescue | 2 (2 down from last year) |

Ignition causes are reported as: equipment/ heat or friction/ reignition/ suspicious/unreported/ vehicle. More information is available on request.

Our supply of PPE is fully stocked at present, with volunteers being encouraged ensure their kit is in good condition.

Vehicle Stickers renewals are very slow in walking out the door, with Badjarning Brigade having the best uptake of stickers for the members.

Preseason training was picked up by a large number of younger brigade members, and a few of the older ones, ensuring we are all fully aware of the best practice and any relevant changes in process. Additional training will be arranged going forward as required by brigades, keeping in mind that trainer booking schedules fill up quickly and timing can be tight.

The new fire truck – a 4.4 Rural Tender for the Town FRS Brigade, has arrived and attended a number of incidents and is well favoured among the town brigade members. The old truck has gone out for tender.

Council and staff would like to thank all volunteers for being supportive of the required changes and assisting us in doing all we can to ensure all volunteers are safe, and able to turn up to fight fires.

OFFICER RECOMMENDATION

Moved I McDougall

Seconded A Rowell

That the Committee accept the Shire of Wagin Report.

Carried 13/0



7.4. ESL GRANT APPLICATION 2023/2024

PROPONENT:	
OWNER:	
LOCATION/ADDRESS:	Shire of Wagin
AUTHOR OF REPORT:	Acting DCEO
SENIOR OFFICER:	Chief Executive Officer
DATE OF REPORT:	5 April 2023
PREVIOUS REPORT(S):	March 2022
DISCLOSURE OF INTEREST:	Nil
FILE REFERENCE:	
ATTACHMENTS:	2023/2024 ESL Application

OFFICER RECOMMENDATION

Moved R Goldsmith

Seconded C Goldsmith

That the Committee endorse the 2023/2024 ESL Operating and Capital grant application for the Wagin Bushfire Brigades.

Carried 13/0

BRIEF SUMMARY

The Committee to recommend endorse the 2023/2024 ESL operating and Capital grant for the Wagin Bushfire Brigades.

BACKGROUND/COMMENT

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

ESL Grant 2023/2024

This year's ESL application submission is a straightforward acceptance of the funds offered initially from DFES.

Bushfire \$64,242 which is an increase of \$11,692 from 2022/23

CONSULTATION/COMMUNICATION

FCO's and Shire Staff

STATUTORY/LEGAL IMPLICATIONS

Nil

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Bush Fire Control for 2023/2024 Budget



STRATEGIC IMPLICATIONS

Nil

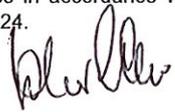
VOTING REQUIREMENTS

Simple Majority

Unconfirmed

**2023/24
LGGS
APPLICATION
FORMS
(EXCEL)**

Unconfirmed

LGGS Grant Certification		FORM 1	
Pursuant to Section 36A for Emergency Services Levy purposes <i>Fire and Emergency Services Act 1998</i>			
Local Government Name: ...Shire of Wagin			
Local Government Address: ...2 Arthur Road, Wagin, WA, 6315.....			
			Post Code: 6315
Local Government CEO:Ian McCabe.....			
Alternate Local Government Contact			
Name: ...Donna George - Acting DCEO			
Telephone:98611177.....			
2023/24 CAPITAL AND OPERATING GRANT SUMMARY			
LGGS Grant Type	Forms	BFB	SES
CAPITAL		Please Circle	Please Circle
Appliances/Vehicles	Form 3a	YES	YES
Facilities	Form 3b	YES	YES
Equipment	Form 4	YES	YES
Buildings	Form 5	YES	YES
OPERATING		Please Circle	Please Circle
I accept DFES's Assessed Allocation (Items 1 - 8)	N/A	YES	YES
OR			
I Request an Alternate Allocation (Items 1 - 8)	Form 6	NO	NO
Purchase of Plant & Equipment (\$1,500 - \$5,000)	Form 7	NO	NO
In establishing this Capital/Operating Grant application, did you consult your:			
Please Tick: Bush Fire Brigade(s) <input checked="" type="checkbox"/> SES Unit(s) <input checked="" type="checkbox"/> FES Superintendent/District Manager <input type="checkbox"/>			
CAPITAL AND OPERATING GRANT BUDGET CERTIFICATION			
I hereby certify that the attached operating and capital requests are expected to be incurred in relation to the provision of fire and emergency services in accordance with the <i>Fire and Emergency Services Act 1998</i> for the financial year 01 July 2023 to 30 June 2024.			
 CEO Signature:			
Date: 03/03/2023			

This form must be completed and submitted with all other forms by 5.00pm 25 March 2022 to:
 Asset Planning & Services, Department of Fire and Emergency Services, PO Box P1174, Perth WA 6844
 or via email to lggs@dfes.wa.gov.au

Note: Asset Planning and Services Branch shall provide a copy of this completed form for the information of the DFES Regional Superintendent.

DO NOT CHANGE THE LAYOUT OF THIS FORM

BRIGADE/UNIT DETAILS

FORM 2

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

Financial Year: 2023/24 THIS FORM MUST BE COMPLETED AND RETURNED WITH YOUR GRANT APPLICATION

Legal Name of Registered Brigades/Units		Profile of Brigade (See Appendix 1 for brigade classification)	No. Incidents Previous Financial Year 2021/22	No. of Registered Members ^(a)	No. of Buildings ^(b)
Bush Fire Brigades					
1	Wedgescarrup	BFB	5	55	1
2	Lime Lake	BFB	3	21	
3	Cancanning	BFB	2	50	
4	Piesseville	BFB	18	38	1
5	Badjanning	BFB	2	46	
6	Ballaying	BFB	3	27	
7	Wagin Town	BFB	22	22	
8					
9					
10					
11					
12					
13					
14					
15					
16					
17					
18					
19					
20					
21					
22					
23					
TOTAL			55	259	2
State Emergency Service Units					
1					
2					
TOTAL				0	0

Notes:
 (a) Registered members are members of a brigade/unit as defined by the relevant legislation.
 (b) Buildings mean brigade/unit premises for operational purposes that are either owned or controlled by the Local Government or brigade/unit.
 If insufficient space, please provide information in above format on a separate attachment.

DO NOT CHANGE THE LAYOUT OF THIS FORM

CAPITAL - BUILDINGS	FORM 5
Local Government Name:.... Shire of Wagin	
Please Tick Box: Bush Fire Brigade(s) <input type="checkbox"/> State Emergency Service Unit(s) <input type="checkbox"/>	
Brigade/Unit Name:.....	
<u>Complete one form for each building grant submission</u>	
<u>2023/24</u>	

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

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

DO NOT CHANGE THE LAYOUT OF THIS FORM

OPERATING GRANT BUDGET ESTIMATE - ALTERNATE ALLOCATION

FORM 6

(Line Items 1 - 8, 10)

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

Local Government Name:

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

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

OPERATING GRANT BUDGET

Expenditure Items	2022/23 Projected (\$)	2023/24 Budget (\$)
RECURRENT EXPENDITURE		
1. Purchase of Plant & Equipment <\$1,500 per item		
2. Maintenance of Plant and Equipment		
3. Maintenance of Vehicles/Trailers/Boats		
4. Maintenance of Land and Buildings		
5. Clothing and Accessories ^(a)		
6. Utilities, Rates and Taxes		
7. Other Goods and Services		
8. Insurances		
NON-RECURRENT EXPENDITURE		
Total Line Items 1 - 8	\$0	\$0
9. Purchase of Plant and Equipment from \$1,500 to \$5,000 per item ^(b)		PLEASE COMPLETE ONLINE

All figures are to be GST EXCLUSIVE.

NOTES:

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

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

DO NOT CHANGE THE LAYOUT OF THIS FORM

NON-RECURRENT EXPENDITURE JUSTIFICATION

FORM 7

The Form 7 is no longer available as part of the suite of LGGS Forms. All Form 7 requests are now to be submitted online via Smartsheet on the following links :

BFB: <https://app.smartsheet.com/b/form/a211709be0d047cca0ed89b3ad72702f>

SES: <https://app.smartsheet.com/b/form/13f7bb64de0b400a937813c4e4604fdf>

All figures are to be **GST EXCLUSIVE**.

DO NOT CHANGE THE LAYOUT OF THIS FORM

Unconfirmed

ANNUAL GRANTS ACQUITTAL

FORM 8

**Declaration pursuant to Section 36A for Emergency Services Levy purposes
Fire and Emergency Services Act 1998**

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

Local Government Contact:...Ian McCabe

Phone No: ...98611177...

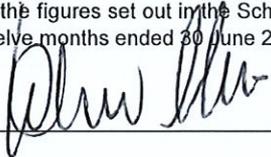
OPERATING GRANT

EXPENDITURE ITEM	BUSH FIRE BRIGADE		STATE EMERGENCY SERVICE	
	2022/23 Budget	2022/23 Actual	2022/23 Budget	2022/23 Actual
RECURRENT:				
1. Purchase of Plant & Equipment <\$1,500 per item		4,401		15,204
2. Maintenance of Plant and Equipment		657		494
3. Maintenance of Vehicles/Trailers/Boats		4,352		3,964
4. Maintenance of Land and Buildings		292		213
5. Clothing and Accessories		23,197		
6. Utilities, Rates and Taxes		1,563		2,350
7. Other Goods and Services		2,356		4,766
8. Insurances		27,423		2,083
Sub Total Recurrent		\$64,242		\$29,074
NON-RECURRENT:				
9. Purchase of Plant and Equipment \$1,500 to \$5,000 per item				
Sub Total Non-Recurrent		\$0		\$0
Total Operating Budget/Actual	\$64,242	\$64,242	\$29,074	\$29,074
Variance Between Budget & Actual ^(a)		-\$0		\$0

ANNUAL EXPENDITURE DECLARATION

To the best of my knowledge, information and belief, the figures set out in the Schedule above are true figures verifying the total operating and capital expenditure of the said organisation for the twelve months ended 30 June 2023.

CEO Signature: _____



Date: _____

13.3.23

All figures are to be GST EXCLUSIVE.

- (a) As a separate attachment, please provide an explanation of any significant variations.
- (b) Attach System Generated reports across each Line Item, costed copies of the maintenance records and insurance schedules for each appliance/vehicle.
- (c) Capital Grants of a physical nature should have been acquitted at the time of receipt of the asset on Form 9 and forwarded to DFES Asset Planning & Services.
- (d) Cash Capital Grants are acquitted at the time the grant is paid subject to the conditions of this Manual.

This form must be completed and submitted by 31 August 2023 to:

***Asset Planning & Services, Department of Fire and Emergency Services, PO Box P1174, Perth WA 6844
or via email to lggs@dfes.wa.gov.au***

DO NOT CHANGE THE LAYOUT OF THIS FORM

ASSET MODIFICATION JUSTIFICATION STATEMENT FORM 10

Local Government: _____

Brigade/Unit: _____ Date: _____

Nature of Hazard

Can the hazard be eliminated/transferred? YES / NO

If No, state the remedial action required

Cost \$

Can remedial action wait for a new building or scheduled maintenance? YES / NO

State consequence of not taking remedial action

Name _____ Position _____ Signature _____

DO NOT CHANGE THE LAYOUT OF THIS FORM

DFES Region: UPPER GREAT SOUTHERN

Local Government Name: **WAGIN**

2023/24 Replacement Program

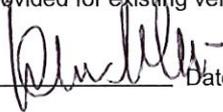
We agree with the 2023/24 Replacement Program as provided by DFES.

We do not agree with the 2023/24 Replacement Program. (Complete 2023/24 Alternate Program)

VEHICLES – EXISTING (*) VERIFY DETAILS BELOW FOR ACCURACY, AMEND ACCORDINLY, SIGN AND DATE BELOW						
* Unit	*Description	*Rego	*Year Commissioned	2023/24 Replacement Program (*)	Indicative Program 2024/25 to 2027/28 Description (*)	
Wagin	General Rescue Truck	W907	2017	2023/24 Replacement Program approved Dec 2022. Not applicable PLEASE COMPLETE REMAINDER OF THE FORM FOR ADDITIONAL FLEET REQUESTS AND ANY INDICATIVE PROGRAM (OUT-YEAR) ADJUSTMENTS		
Wagin	General Rescue Utility - Remote	Additional vehicle	GRU Remote Approved 21/22			

VEHICLES – NEW ACQUISITIONS – SUPPORTING JUSTIFICATION REQUIRED (Business Case) <i>(For additional fleet purchases only. Do not complete for replacement vehicles)</i>				
Unit	Description	Make	Model	2023/24 Priority

I certify the information provided for existing vehicles is true and correct

CEO Signature:  Date: 13-3-23

DO NOT CHANGE THE LAYOUT OF THIS FORM

DFES Region: UPPER GREAT SOUTHERN

Local Government Name: **WAGIN**

2023/24 Replacement Program

- We agree with the 2023/24 Replacement Program as provided by DFES.
- We do not agree with the 2023/24 Replacement Program. (Complete 2023/24 Alternate Program)

VEHICLES – EXISTING (*) VERIFY DETAILS BELOW FOR ACCURACY, AMEND ACCORDINLY, SIGN AND DATE BELOW						
*Brigade/Unit	*Description	*Rego	*Year Commissioned	2023/24 Replacement Program	Indicative Program 2024/25 to 2027/28 Description (*)	
Piesseville	2.4 Rural	1EPA139	2015	2023/24 Replacement Program approved Dec 2022. Not applicable PLEASE COMPLETE REMAINDER OF THE FORM FOR ADDITIONAL FLEET REQUESTS AND ANY INDICATIVE PROGRAM (OUT-YEAR) ADJUSTMENTS		
South West - Wedgecarrup	2.4 Broadacre	1EHJ613	2013			
Wagin Town	4.4 Broadacre	1QCG295	2022			

VEHICLES – NEW ACQUISITIONS – SUPPORTING JUSTIFICATION REQUIRED (R2R & Business Case) <i>(For additional fleet purchases only. Do not complete for replacement vehicles)</i>				
Brigade/Unit	Description	Make	Model	2023/24 Priority

I certify the information provided for existing vehicles is true and correct

CEO Signature:  Date: 13-3-23 **DO NOT CHANGE THE LAYOUT OF THIS FORM**

8. GENERAL BUSINESS

8.1 Presentation of information provided by S Vogel from DFES

DFES Report

Wagin BFAC 11 April 2023

Simon Vogel

2022/23 Fire Season

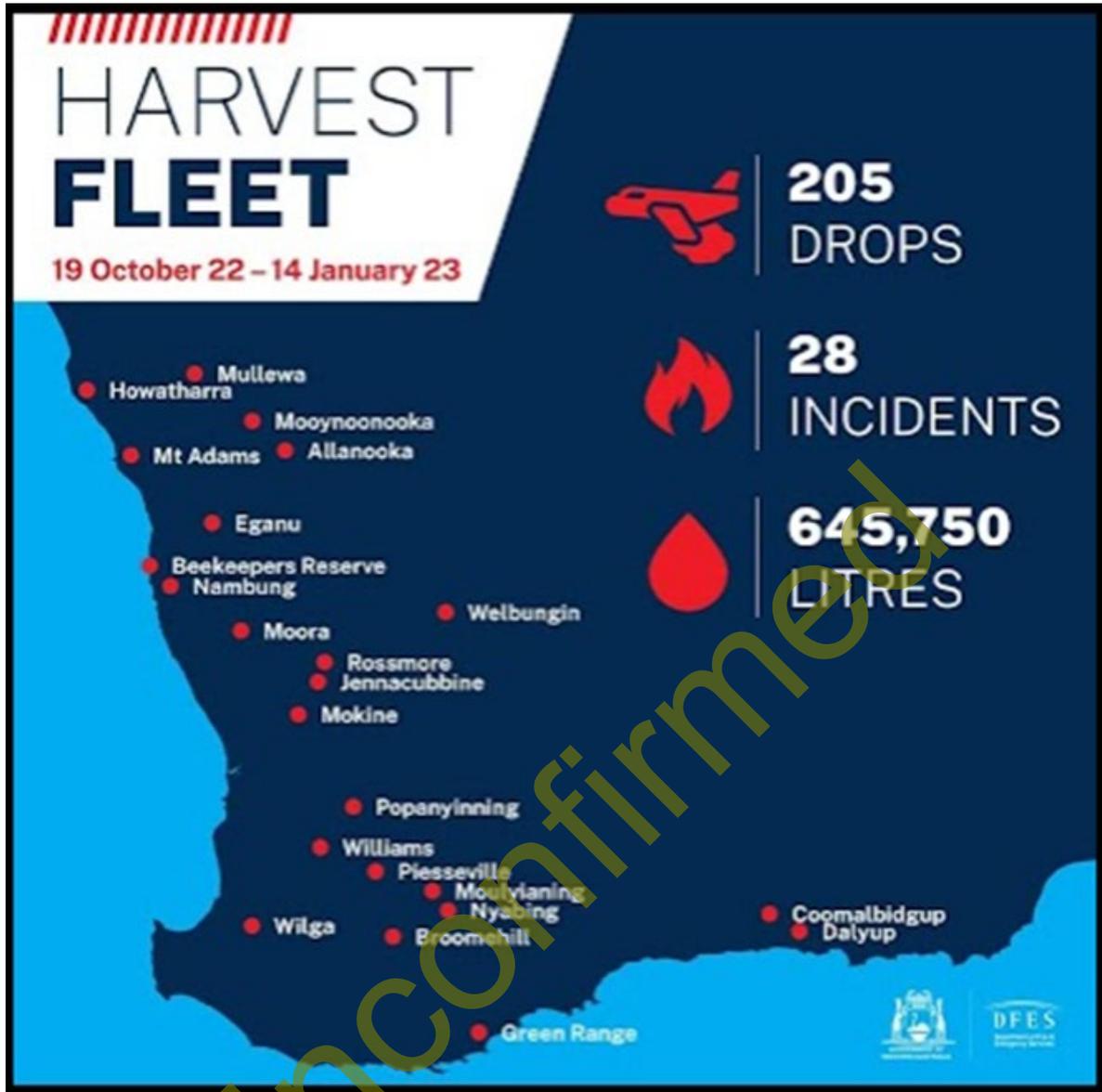
This season has been milder than some previous seasons, 141 bushfires reported since 1/7/2022 (175 in 2021/22 season) Woodanilling 6 fires reported since 1/7/2022.

Key points from this season:

- Two bushfire related fatalities in WA
- A higher number of header fires reported across the Upper Great Southern Region
- The grain harvest water bomber program saw water bombers start in the north (Geraldton) and follow the harvest south. Bombers were based in Narrogin (Nov – Dec) and were well used across the region.

Key points:

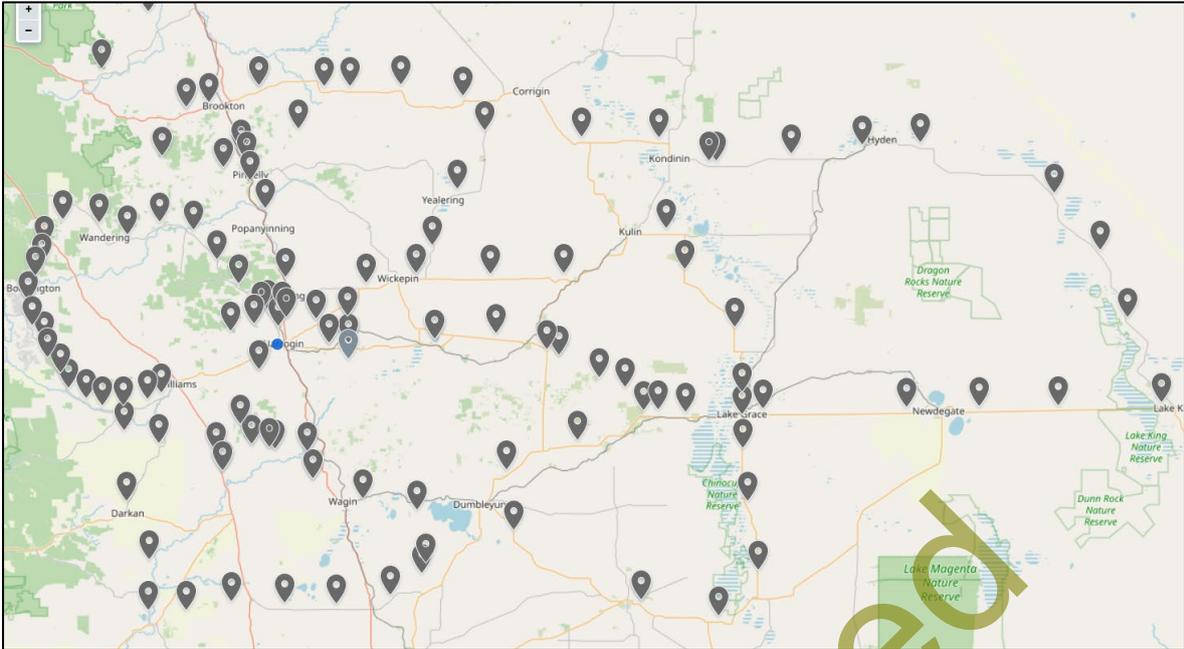
- water bombers can be requested during the season – important to know criteria
- Need to have trained Ground Controllers available
- Crews need to understand how to work with water bombers



Australian Fire Danger Rating System (AFDRS) Grass fuel load assessments

A feature of the AFDRS is the ability to adjust information about fuel condition and quantity. During harvest the grass fuel load was set to 4.5t/ha which in some cases would have been less than the actual loads.

At this stage of the season there is less than 4.5t/h in many areas. Extensive assessments (over 130) across the 17 shires in the Upper Great Southern Region have been entered into the national system with the result that the grass fuel load has been reduced to 3.2t/h, which will lower the forecasted Fire Behaviour Index / Fire Danger Rating.



Thank you for all your efforts over summer.

- 8.2 R Goldsmith advised that numerous BFB's have raised concern over the method behind the new AFDRS. He put forward that the LG writes to WALGA to request consideration of a change in figures from 4.5 tonne to 3.4 tonne per hectare (as per the information provided in S Vogel's report).

MOTION FROM THE FLOOR

Moved R Goldsmith

Seconded I McDougall

That the Shire of Wagin write to liaise with other local governments and WALGA to lobby for the new Australian Fire Danger Rating System (AFDRS) to change (fire index of 40 and the fuel load go down from 4.5 tonne to 3.5 tonne to allow burning).

Carried 13/0

Suggested Action Items:

Item	Issue	Action	Responsible person	Complete
Go Cart Track	Mitigation required	Contact DBCA for review	Shire Staff	
Disc Plow	For fire break instal	Seek funding	Shire Staff	
Bojanning	Fire breaks	Review and reinstall	Shire staff	
WAERN radios	Insufficient for current FCO's	Seek costings and budget accordingly	Shire staff	



9. CLOSURE

There being no further business the Chairperson thanked those in attendance and closed the meeting at 9.06pm

I certify that this copy of the Minutes is a true and correct record of the meeting held on 11 April 2023

Signed:

.....

Chairperson

Date:

.....

Unconfirmed



**9.3 MINUTES FROM THE ORDINARY MEETING OF COUNCIL HELD 18
APRIL 2023**

COUNCIL DECISION

Moved Cr

Seconded Cr

1. That the Minutes of the Ordinary Meeting of Council held on Tuesday 18 April 2023 circulated to all Councillors, be confirmed as a true and accurate record.

Carried 0/0

**9.4 MINUTES FROM THE WORKS AND SERVICES COMMITTEE HELD 3
MAY 2023**

COUNCIL DECISION

Moved Cr

Seconded Cr

1. That the Minutes of the Works and Services Committee held on Tuesday 3 May 2023 as attached, be received.

Carried 0/0



MINUTES

WORKS AND SERVICES COMMITTEE

3 MAY 2023

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.

Ian McCabe
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.

1. Economic Development	2. Buildings and Infrastructure	3. Community Services and Social Environment	4. Town and Natural Environment	5. Council Leadership
1.1 Increase in the number and diversity of businesses in the town and district.	2.1 Improve road conditions on all Shire and State roads.	3.1 Keep the family-friendly country lifestyle, community spirit, safe community with low crime rate.	4.1 Upgrade main street appearance for the amenity of residents and encourage travellers and tourists to stop.	5.1 Support and provide incentives for more businesses and retail opportunities.
1.2 Support more job/ training opportunities, and entities especially for young people.	2.2 Monitor heavy vehicle movements through the townsite.	3.2 Retain the school and hospital and grow health, Doctor services, allied health and aged care services.	4.2 Improve town approach and entry statements.	5.2 Foster Communication with the community.
1.3 Increase tourism and promotion of town and heritage.	2.3 Improvement in condition and appearance of the main streets of the Town and improved signage.	3.3 Housing, Job and training especially for young people.	4.3 Maintain and improve natural environment and recreation areas	5.3 Plan services and activities based on sustainability, affordability and resources.
1.4 Facilitate Broadband and other associated electronic media infrastructure	2.4 Continue to upgrade Footpaths in town.	3.4 Progress the Wagin Community Recreational Hub	4.4 Improved waste management in town and Shire.	5.4 Encourage and acknowledge volunteering.
1.5 Explore affordable accommodation for workers.	2.5 Refine Infrastructure to support arts, culture, entertainment and library services.	3.5. Youth focus on services and recreation development including coordination of effort across the Shire/region.	4.5 Continue to increase the number of suitable trees within the townsite to enhance the tree canopy in particular the CBD	5.5 Be responsive to community aspirations and requirements within the capacity of council.
1.6 Aid retention and encourage more government services in Wagin.	2.6 Encourage greater care and restoration or preservation of heritage buildings.	3.6 Foster and support Woolorama and other events, cultural and other entertainment opportunities.		5.6 Council to have a sound strategy to the sustainability to the Shire
1.7 Support and Promote Wagin as a business opportunity.	2.7 Develop a safe fenced playground for children in a park environment	3.7 Support community activities with resources and facilities as required.		5.7 Investigate rebranding of the Shire.
1.8 Determine further waste management options.	2.8 Investigate planning and development of sporting facilities	3.8 Investigate to establish Wi-Fi Hotspots		5.8 Continue lobbying and advocacy for road infrastructure and freight networks and other strategic infrastructure for the benefit of the Shire
1.9 Maintain and improve the freight network in the Shire	2.9 Investigate future housing and expansion for tourist and other attractions.	3.9 Promote and Enhance the Wagin caravan and camping experience.	Shire of Wagin Strategic Community Plan - Key Results Areas	
	2.10 Optimise water harvesting and storage			



SHIRE OF WAGIN

Minutes for the Works and Services Committee meeting held in the Council Chambers on
Wednesday 3 May 2023 commencing at 3:00pm

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1. OFFICIAL OPENING

With the absence of the Chairperson: Cr Bryan Kilpatrick assumed the role of Chair by show of hands by the Committee. Acting Chairperson, Cr B L Kilpatrick opened the meeting 3.05 pm.

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

2.1 ATTENDANCE

Cr Bryan Kilpatrick	Councillor
Cr Geoff West	Councillor
Cr Wade Longmuir	Councillor
Ian McCabe	Chief Executive Officer
Dave Hoysted	Acting Manager of Works
Jenny Goodbourn	Manager of Finance
Kirsty Simkins	Executive Assistant
Ajay Yadav	Administration Officer

2.2 APOLOGIES

Allen Hicks	Manager of Works
Cr Greg Ball	Chairperson

3. PETITIONS/DEPUTATIONS/PRESENTATIONS

4. DISCLOSURE OF FINANCIAL AND OTHER INTERESTS

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
15 JUNE 2022**

COMMITTEE DECISION

Moved Cr G K B West

Seconded Cr W J Longmuir

That the minutes of the Works and Services Committee meeting held on 15 June 2022 and circulated to all Councillors, be confirmed as a true and accurate record.

Carried 3/0

6. CORRESPONDENCE AND REPORTS

Nil

Unconfirmed



7. GENERAL BUSINESS

7.1 2023/2024 ROAD AND FOOTPATH PROGRAM (DRAFT)

OFFICER RECOMMENDATION

That the proposed Road and Footpath Program be provided for within the Shire's 2023/24 financial year budget

COMMITTEE RECOMMENDATION

Moved Cr W J Longmuir

Seconded Cr G K B West

That the proposed Road and Footpath Program once completed be provided for within the Shire's 2023/24 financial year budget

Carried 3/0

Unconfirmed

DRAFT

Dongolocking	N		Head wall	6.50	375mm						precast	\$299
Piesseville-Tarwonga	W		Head wall	1.8								
Piesseville-Tarwonga	W		Head wall	2.27								
Piesseville-Tarwonga	W		Head wall/Pipe	3.35			1 metre					
Thompson road	W		Head wall	4.85								
Thompson road	E		Head wall	5.67								
Thompson road	Both		Head walls	6.28								
Thompson road	E		Head wall	7.69								
Noble road	Both		Head walls	10.39								
Noble road	W		Head wall	10.6								
Hieghts-Tie road			Head wall	0.71								
Hieghts road			Head walls	4.3								
Wagin-Wickipin road			culvert	5.54								
Beafort road			culvert broken	11.69								
Jaloran road	Both		Head walls/ 5 pipes	18.82	375mm		9.2 / 4 pipes			112	precast	299
Piesseville-Tarwonga gravel section												

FLOODWAYS

Road	Number	Type/Loads	S.L.K	Width	Length	M2	GPS	GPS	thickness	M2 cost	Total cost
Quicks	23	Cement/ 1 load	4.34	7	12	84	33.13231	117.5355	150mm	107	\$10,688
Jaloran	5	Cement/ 3 loads	10.05	1	60	60	33.22631	1.17E+08	150mm	107	
Flagstaff	48	Cement/ 2 loads	0.36	6	45	270	33.44312	1.17E+08	150mm	107	
Pederick	40	Cement/ 4 loads	2.07	1	51	51	33.43987	1.17E+08	150mm	107	
Warup Nth	15		2.7								
Thompson	31		4.3								
Thompson			4.08								

Unconfirmed



7.2 2023/2024 PLANT REPLACEMENT PROGRAM (DRAFT)

OFFICER RECOMMENDATION

Moved Cr

Seconded Cr

That the proposed Plant Replacement Program be provided for within the Shire's 2023/2024 financial year budget

Carried 0/0

COMMITTEE RECOMMENDATION

Moved Cr W J Longmuir

Seconded Cr

1. That the proposed Plant Replacement Program be received;
2. That once updated, the Plant Replacement Program be considered for inclusion within the Shire's 2023/2024 financial year budget.

Carried 3/0

Unconfirmed

DRAFT

SHIRE OF WAGIN 10 YEAR PLANT REPLACEMENT PROGRAM 2022/2023 - 2031/2032

Plant #	Description	Year Purchased	Replacement Period (Years)	2021/22 Actual	2022/23 Budget	2023/24	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31	2031/32
P01	Isuzu MU-X LST SUV Wagon (2019) - CEO	2019/2020	4			22,000				24,000				26,000
P02	Isuzu MU-X LST SUV Wagon (2018) - DCEO	2018/2019	4		17,231				22,000				24,000	
P04	Isuzu D-Max Crew Ute (2020) - MOW	2020/2021	4			20,000				22,000				24,000
P05	Toyota Kluger AWD Hybrid (2021) - Doctor	2021/2022	4	21,123				24,000				26,000		
P09	WCM 30 Front End Loader (2006) - Refuse Site	2011/2012	Not Replacing											
P10	Caterpillar Grader	2020/2021	7								250,000			
P11	Komatsu Loader (2018)	2017/2018	5 to 6			200,000						200,000		
P12	Komatsu Grader (2018)	2018/2019	7					240,000						
P13	Komatsu PC18MR-3 Crawler Excavator (2021)	2021/2022	10	36,000										30,000
P14	Isuzu Side Tipper Truck 13t (2019)	2019/2020	5 to 7						130,000					150,000
P15	Bomag Multi Tyred Roller (2007) - Maint Grade	2007/2008	Not Specified											
P16	Isuzu Truck 6t (2016)	2016/2017	5 to 7		42,381					65,000				
P17	Mahindra Pick Up (2022) - BMO	2021/2022	4 to 10	16,786						18,000				
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		38,268					60,000				
P22	John Deere Mower (2015)	2015/2016	6 to 10		9,000									
P24	Toyota Hilux Workmate Ttop (2020) - Gardener	2020/2021	4 to 10								22,000			
P25	Toyota Hilux Workmate Ttop (2020) - Gardener	2020/2021	4 to 10					20,000					20,000	
P26	Mitsubishi Triton Ttop (2014) - Gardener (Mike)	2014/2015	4 to 10				18,000						20,000	
P38	Mahindra Pick-up Ttop (2016) - Ranger	2015/2016	4 to 10		12,084			16,000				20,000		
P39	Case Skid Steer (2013)	2013/2014	8 to 10			40,000								50,000
P40	Isuzu Side Tipper Truck 13t (2018)	2018/2019	5 to 7				120,000						150,000	
P42	Isuzu Side Tipper Truck 13t (2013)	2013/2014	5 to 7		109,200						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						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 (2020) - Gardener - Watering	2020/2021	4 to 10					18,000						20,000
P94	Toyota Hilux Workmate Ttop (2019)	2019/2020	4 to 10									26,000		
P46	Billy Goat Industrial Vacuum	2021/2022	8	6,511								7,000		
P23	Trailer for Komatsu Crawler Excavator	2021/2022	10	11,590										12,000
New	Plant Attachments (broom)				10,000									
TOTAL				92,010	238,164	365,000	383,000	318,000	322,000	189,000	425,000	324,000	214,000	312,000

RESERVE FUND	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31	2031/32
Opening Balance	287,746	459,302	525,731	471,246	397,671	387,624	373,376	491,844	376,681	360,214	446,214
Interest	556	4,593	10,515	9,425	7,953	7,752	7,468	9,837	7,534		8,924
Transfer In	171,000	61,836	0	0	0	0	111,000	0	0	86,000	0
Transfer Out	0	0	65,000	83,000	18,000	22,000	0	125,000	24,000		12,000
Closing Balance	459,302	525,731	471,246	397,671	387,624	373,376	491,844	376,681	360,214	446,214	443,139

Municipal Contribution	263,010	300,000									
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7.3 GENERAL BUSINESS

Cr West discussed some possible variations to the plant replacement program and agreed with Committee support to meet the CEO Ian McCabe to seek advice.

8 CLOSURE

There being no further business the Chairperson thanked those in attendance and closed the meeting at 3.46 pm

I certify that this copy of the Minutes is a true and correct record of the meeting held on 3 May 2023

Signed:

.....

Chairperson

Date:

.....

Unconfirmed



9.5 MINUTES FROM THE SPECIAL MEETING OF COUNCIL HELD 16 MAY 2023

COUNCIL DECISION

Moved Cr

Seconded Cr

- 1. That the Minutes from the Special Meeting of Council held 16 May 2023 and circulated to all Councillors, be confirmed as a true and accurate record.**

Carried 0/0



MINUTES

SPECIAL MEETING OF COUNCIL

16 MAY 2023



Agendas and Minutes are available on the Shire website www.wagin.wa.gov.au
Alternative formats are also available upon request.

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.

Ian McCabe
CHIEF EXECUTIVE OFFICER

Community Strategic Vision

Wagin is a community where individuals, families and businesses can invest and prosper, preserving the safe, affordable and inclusive country lifestyle and ensuring that Wagin is a place people like to live in and visit.

Council's Mission and Philosophy

The Shire of Wagin is a focussed Local Government providing progressive and innovative leadership that builds a sustainable future while supporting a vibrant, healthy and caring community.

Council's Guiding Values

- Governance and Leadership
- Honesty and Integrity
- Innovation and Creativity
- Community Focused
- Environmentally Aware

Shire of Wagin Strategic Community Plan 2020 - 2030

Unconfirmed

1. Economic Development	2. Buildings and Infrastructure	3. Community Services and Social Environment	4. Town and Natural Environment	5. Council Leadership
1.1 Increase in the number and diversity of businesses in the town and district.	2.1 Improve road conditions on all Shire and State roads.	3.1 Keep the family-friendly country lifestyle, community spirit, safe community with low crime rate.	4.1 Upgrade main street appearance for the amenity of residents and encourage travellers and tourists to stop.	5.1 Support and provide incentives for more businesses and retail opportunities.
1.2 Support more job/ training opportunities, and entities especially for young people.	2.2 Monitor heavy vehicle movements through the townsite.	3.2 Retain the school and hospital and grow health, Doctor services, allied health and aged care services.	4.2 Improve town approach and entry statements.	5.2 Foster Communication with the community.
1.3 Increase tourism and promotion of town and heritage.	2.3 Improvement in condition and appearance of the main streets of the Town and improved signage.	3.3 Housing, Job and training especially for young people.	4.3 Maintain and improve natural environment and recreation areas	5.3 Plan services and activities based on sustainability, affordability and resources.
1.4 Facilitate Broadband and other associated electronic media infrastructure	2.4 Continue to upgrade Footpaths in town.	3.4 Progress the Wagin Community Recreational Hub	4.4 Improved waste management in town and Shire.	5.4 Encourage and acknowledge volunteering.
1.5 Explore affordable accommodation for workers.	2.5 Refine Infrastructure to support arts, culture, entertainment and library services.	3.5. Youth focus on services and recreation development including coordination of effort across the Shire/region.	4.5 Continue to increase the number of suitable trees within the townsite to enhance the tree canopy in particular the CBD	5.5 Be responsive to community aspirations and requirements within the capacity of council.
1.6 Aid retention and encourage more government services in Wagin.	2.6 Encourage greater care and restoration or preservation of heritage buildings.	3.6 Foster and support Woolorama and other events, cultural and other entertainment opportunities.		5.6 Council to have a sound strategy to the sustainability to the Shire
1.7 Support and Promote Wagin as a business opportunity.	2.7 Develop a safe fenced playground for children in a park environment	3.7 Support community activities with resources and facilities as required.		5.7 Investigate rebranding of the Shire.
1.8 Determine further waste management options.	2.8 Investigate planning and development of sporting facilities	3.8 Investigate to establish Wi-Fi Hotspots		5.8 Continue lobbying and advocacy for road infrastructure and freight networks and other strategic infrastructure for the benefit of the Shire
1.9 Maintain and improve the freight network in the Shire	2.9 Investigate future housing and expansion for tourist and other attractions.	3.9 Promote and Enhance the Wagin caravan and camping experience.	Shire of Wagin Strategic Community Plan - Key Results Areas	
	2.10 Optimise water harvesting and storage			



SHIRE OF WAGIN

Minutes for the Special Meeting of Council held in the Council Chambers, Wagin on
Tuesday 16 May 2023 commencing at 7 pm

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1. OFFICIAL OPENING

The Presiding Member, Cr Phillip Blight opened the meeting at 7 pm.

2. DECLARATION OF PURPOSE OF MEETING

The purpose of this meeting is for Council to accept tender 2 of 2022/23: Supply and Lay Hot Bitumen as per council's finance policy, F15 - Purchasing and Tender Guide .

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

3.1 ATTENDANCE

Cr Phillip Blight	Shire President
Cr Greg Ball	Deputy Shire President
Cr Geoff West	
Cr Sheryll Chilcott	
Cr Bronwyn Hegarty	
Cr Bryan Kilpatrick	
Cr Wade Longmuir	
Cr Ann O'Brien	
Ian McCabe	Chief Executive Officer
Donna George	Acting Deputy Chief Executive Officer
Allen Hicks	Manager of Works

3.2 APOLOGIES

Nil

3.3 APPROVED LEAVE OF ABSENCE

Nil

3.4 VISITORS

Nil

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. PETITIONS/DEPUTATIONS/PRESENTATIONS

Nil

6. DISCLOSURE OF FINANCIAL AND OTHER INTERESTS

Nil

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

6.2 DISCLOSURE OF PROXIMITY INTEREST – Local Government Act Section 5.6

6.3 DISCLOSURE OF IMPARTIALITY INTEREST – Administration Regulation Section 34c

7. REPORTS TO COUNCIL

7.1 CHIEF EXECUTIVE OFFICER

7.1.1 REQUEST FOR TENDER 2 OF 2022/23: SUPPLY AND LAY HOT BITUMEN

PROPONENT:	Not Applicable
OWNER:	Not Applicable
LOCATION/ADDRESS:	Not Applicable
AUTHOR OF REPORT:	Ian McCabe; Chief Executive Officer
SENIOR OFFICER:	Ian McCabe; Chief Executive Officer
DATE OF REPORT:	15 May 2023
PREVIOUS REPORT(S):	Not Applicable
DISCLOSURE OF INTEREST:	NIL
FILE REFERENCE:	CM.TE.2
ATTACHMENTS:	<ol style="list-style-type: none"> 1. Request for tender 2. Submission Bitutek Pty Ltd (Confidential) 3. Submission Fulton Hogan Pty Ltd (Confidential) 4. Confidential evaluation report Objectives and Reasons for Differential Rates in 2022/23.

OFFICER RECOMMENDATION/4958 COUNCIL RESOLUTION

Moved Cr

Seconded Cr

That Council:

- 1. Note the confidential quotations and evaluation report;**
- 2. Endorse and accept retrospectively the quotation provided by Fulton Hogan Pty Ltd for \$322,010 in 2022/23;**
- 3. Note that Council policy F.15 Purchasing, and Tender Guide has been breached and the CEO will enact changes to the local government processes to reduce the risk of recurrence.**

Carried 8/0

BRIEF SUMMARY

This item considers quotes received from West Australian Local Government Association (WALGA) preferred suppliers for the full service, supply and laying of hot bitumen and seeks Council's retrospective endorsement of the recommendation included in the attached confidential evaluation report.

BACKGROUND/COMMENT

The Local Government Act 1995 provides at s. 3.57:

3.57. Tenders for providing goods or services

- (1) A local government is required to invite tenders before it enters into a contract of a prescribed kind under which another person is to supply goods or services.
- (2) Regulations may make provision about tenders.

The Local Government (Functions and General) Regulations 1996 addresses tenders at Part 4 Division 2; Division 3 provides for pre-qualified suppliers, such as the WALGA preferred suppliers.

Council policy F.15 Purchasing and Tender Guide states that the purchase of goods valued at \$250,000 or greater is to be by public tender in accordance with the Act and Council policy.

The Shire of Wagin prepared a request for tender which was lodged by WALGA e-quotes 6 September 2022. This is provided for by regulation 11. 2. (b) of the Local Government (functions and General) Regulations 1996. There were two responses from suppliers previously engaged by the local government: Bitutek Pty Ltd and Fulton Hogan Pty Ltd. Both are reputable suppliers with the capacity to deliver as requested.

As the suppliers are equal in criteria, an evaluation was made on price. This recommendation was not tabled at a subsequent Council meeting prior to acceptance and as such is a breach of the relevant policy.

Year to date, approximately \$316,617 has been expended on purchase orders 20962 / 20963 / 21168 / 21251 / 21320 related to this tender.

It is the assessment of the CEO that the structure of the request for tender; the tender assessment; and tender governance could all be improved. This will remove the risk of oversight and / or delay in presentation to council.

The CEO has taken steps to limit the use of WALGA e-quotes system and improve the tender governance process to ensure a breach of this nature does not recur.

CONSULTATION/COMMUNICATION

Staff; Shire President.

STATUTORY/LEGAL IMPLICATIONS

This is a breach of Council's purchasing policy; the risk mitigation in this case is limited by just there being two suppliers and there being just one criteria separating the tenders (price).

Without Council oversight, the local government is in breach of the Local Government Act s. 3.57 and the Local Government (Functions and General) regulations, Part 4.

POLICY IMPLICATIONS

This item addresses a breach of Council policy F.15 Purchasing and Tender Guide.

FINANCIAL IMPLICATIONS

There are no financial ramifications of this item as the purchases was provided for in the approved 2022/23 budget and is within budget allocation as at March Review.

As the supply has been provided there is no realistic alternative to retrospective approval.

STRATEGIC IMPLICATIONS

The roads programme is a significant proportion of the annual budget and constitute major and ongoing strategic projects. Purchasing is a key activity of this programme and where required, training will be improved.

VOTING REQUIREMENTS

Absolute Majority

REQUEST FOR TENDER



SHIRE OF WAGIN

**SUPPLY AND LAY HOT BITUMEN
FULL SERVICE (INC AGGREGATE)**

TENDER # 02 - 2022/2023

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1 PRINCIPALS REQUEST

1.1 CONTRACT REQUIREMENTS IN BRIEF

The Principal seeks submissions from suitably qualified and competent Tenderers for the Supply and Spraying of Bitumen:

A full statement of the Requirements required under the Contract appears in the Specification – Part 3 and the General Conditions of Contract for the Supply of Goods and the Provision of General Services– Part 4.

1.2 TENDER DOCUMENTS

This Request for Tender is comprised of the following parts:

- (a) Part 1 – Principal’s Request;
- (b) Part 2 – Conditions of Tender
- (c) Part 3 – Specification;
- (d) Part 4 – General Conditions of Contract for the Supply of Goods and the Provision of General Services;
- (e) Part 5 – Tenderers Offer;

Separate documents:

- (a) Addenda and any other special correspondence issued to Tenderers by the Principal.

1.3 DEFINITIONS

Below is a summary of some of the important defined terms used in this Request:

Attachments:	The documents you attach as part of your Tender;
Australian Standard (AS)	Refers to the latest revision, including any applicable amendments, of the quoted standard document;
Contractor:	Means the person or persons, corporation or corporations whose Tender is accepted by the Principal, and includes the executors or administrators, successors and assigns of such person or persons, corporation or corporations;
Deadline:	4.00pm Monday 3 rd October 2022
General Conditions of Contract:	Means the General Conditions Of Contract For The Supply Of Goods And The Provision Of General Services in Part 4;
Offer:	Your Offer to be selected to supply the Requirements;
Principal:	Shire of Wagin
Requirements:	The goods and/or services requested by the Principal;
Selection Criteria:	The criteria used by the Principal in evaluating your Tender;
Specification:	The statement of Requirements that the Principal requests you to provide if selected;
Tender:	Completed Offer form, response to the Selection Criteria and Attachments;

Tenderer:	Someone who has or intends to submit an Offer to the Principal
Tender Period:	The time between advertising the Request and the Deadline;
Works or Services:	Both mean the requirements, services, or the whole of the work to be carried out and completed under the Contract including variations.

1.4 CONTACT PERSON

Tenderers should not rely on any information provided by any person(s) other than those listed below:

Tender Enquiries

Name:	Allen Hicks
Telephone:	9861 1177
Email:	mow@wagin.wa.gov.au

1.5 EVALUATION PROCESS

This is a Request for Tender.

Your Tender will be evaluated using information provided in your Tender.

The following evaluation methodology will be used in respect of this Request:

- (a) Tenders are checked for completeness and compliance. Tenders that do not contain all information requested (e.g. completed Offer form and Attachments) may be excluded from evaluation.
- (b) Tenders are assessed against the Selection Criteria.
- (c) The most suitable Tenderers may be short listed and may also be required to clarify their Tender. Referees may also be contacted prior to the selection of the successful Tenderer.
- (d) A Contract may then be awarded to the Tenderer(s) whose Tender is considered the most advantageous Tender to the Principal.

1.6 SELECTION CRITERIA

The Contract may be awarded to a Tenderer or Tenderers who best demonstrate the ability to provide quality products and/or services at a competitive price. The tendered prices will be assessed together with qualitative and compliance criteria to determine the most advantageous outcome to the Principal.

The Principal has adopted a best value for money approach to this Request.

This means that, although price is considered, the tender containing the lowest price will not necessarily be accepted, nor will the Tender ranked the highest on the qualitative criteria.

A scoring system will be used as part of the assessment of the qualitative criteria.

In determining the most advantageous Tender, the Evaluation Panel will score each Tenderer against the qualitative criteria. Each criterion will be weighted to indicate the relative degree of importance that the Principal places on the technical aspects of the Requirements being purchased.

NOTE: It is essential that Tenderers address each qualitative criterion. Information that you provide addressing each qualitative criterion will be point scored by the Evaluation Panel.

Failure to provide the specified information may result in elimination from the tender evaluation process or a low score.

1.6.1 COMPLIANCE CRITERIA

These criteria will not be point scored. Each Tender will be assessed on a Yes/No basis as to whether the criterion is satisfactorily met. An assessment of “No” against any criterion may eliminate the Tender from consideration.

(a) <u>Compliance with the Conditions of Tendering</u>
(b) <u>Compliance with Specification</u>
(c) <u>Complete Pricing Schedule</u>
(d) <u>Corporate Information</u>
<ul style="list-style-type: none"> Advise if agent or a trust for another party.
(e) <u>Conflict of Interest</u>
<ul style="list-style-type: none"> Will any actual or potential conflict of interest in the performance of your obligations under the Contract exist if you are awarded the Contract, or are any such conflicts of interest likely to arise during the Contract?

1.6.2 QUALITATIVE CRITERIA

Before responding to the following qualitative criteria, Tenderers must note the following:

- All information relevant to your answers to each criterion are to be contained within your Tender;
- Tenderers are to assume that the Evaluation Panel has no previous knowledge of your organisation, its activities or experience;
- Tenderers are to provide full details for any claims, statements or examples used to address the qualitative criteria; and
- Tenderers are to address each issue outlined within a qualitative criterion.

<p>A) Organisation Capabilities</p> <p>Tenderers are to provide:</p> <ul style="list-style-type: none"> (i) Details of similar work undertaken in the last two (2) years including the Client’s name and project value; (ii) Details of issues that arose during the project and how they were managed; (iii) Relevant trade/qualifications of personnel working on or supervising these works (iv) The percentages of operational capacity represented by this Works should you be appointed to perform the Works (v) Details of any achievement of, or progress towards, Quality Assurance Certification for your organisation. <p>Supply details in an attachment and label it “Organisation Capabilities”.</p>	<p>Weighting 10%</p>
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<p>B) Performance Tenderers should demonstrate:</p> <ul style="list-style-type: none"> (i) Your ability to provide the Works in addition to any future contracts you may be obligated to. (ii) Ability to perform and carry out the services at all times in a conscientious, expeditious and professional manner and within reasonable time limits as measured against industry standards (iii) Your ability to ensure site clean-up is acceptable performed to the Principals satisfaction (iv) Ability to perform traffic management requirements and ensure a safe site at all times <p>Supply details in an attachment and label it "Performance".</p>	<p>Weighting 10%</p>
<p>B) Resources Tenderers should demonstrate:</p> <ul style="list-style-type: none"> (i) Plant, equipment and materials; (ii) Contingency measures or back up of resources including personnel (where applicable). <p>Tenderers are to also provide:</p> <ul style="list-style-type: none"> (iii) details of any or any proposed subcontractors required to perform the Requirements of this Request; and (iv) Details of subcontractor "quality management systems in place. <p>Supply details in an attachment and label it "Resources".</p>	<p>Weighting 10%</p>
<p>C) Price Tenderer to provide information as per pricing schedule unless otherwise stated in the contract, the contract price shall be firm and not subject to rise and fall.</p> <p>Price will be a factor in determining which tender will be accepted.</p>	<p>Weighting 70%</p>
<p>TOTAL WEIGHTING 100%</p>	

1.7 PRICE BASIS

All prices offered under this Request are to be fixed for the term of the Contract. Tendered prices must include Goods and Services Tax (GST).

Unless otherwise indicated prices tendered must include delivery, unloading, packing, marking and all applicable levies, duties, taxes and charges. Any charge not stated in the Tender, as being additional will not be allowed as a charge for any transaction under any resultant Contract.

2 CONDITIONS OF TENDERING

2.1 LODGEMENT OF TENDERS AND DELIVERY METHOD

The Tender must be lodged by the Deadline.

The Tender is to be:

- (a) placed in a sealed envelope clearly endorsed with the tender number and title as shown on the front cover of this Request; and
 - (b) delivered by hand and placed in the Tender Box at 2 Arthur Road, Wagin WA 6315 (by the Tenderer or the Tenderer's private agent) or sent through the mail to the Chief Executive Officer, PO Box 200, Wagin WA 6315.
- or
- (c) Submitted via WALGA equotes.

Electronic mail Tenders and facsimile Tenders will not be accepted by the Principal.

Tenderers must ensure that they have provided at least two signed copies of their Tender one to be marked "original" the other to be marked "copy". Any brochures or pamphlets must be attached to the original.

2.2 REJECTION OF TENDERS

A Tender will be rejected without consideration of its merits in the event that:

- (a) it is not submitted before the Deadline; or
- (b) it is not submitted at the place specified in the Request.

A Tender may also be rejected if it fails to comply with any other requirements of the Request.

2.3 ACCEPTANCE OF TENDERS

Unless otherwise stated in this Request, Tenders may be for all or part of the Requirements and may be accepted by the Principal either wholly or in part. The Principal is not bound to accept the lowest Tender and may reject any or all Tenders submitted.

2.4 DISCLOSURE OF CONTRACT INFORMATION

Documents and other information relevant to the contract may be disclosed when required by law under the *Freedom of Information Act 1992* or under a Court order.

All Tenderers will be given particulars of the successful Tenderer(s) or advising that no Tender was accepted.

2.5 INSPECTION

Tenderers may arrange for a site inspection of all seal works.

Please contact Allen Hicks, Manager of Works mow@wagin.wa.gov.au or 0427 611 252 to arrange a site inspection.

NOTE: Failure to arrange a site inspection will not render the Tenderer ineligible to Tender.

2.6 PRECEDENCE OF DOCUMENTS

In the event of there being any conflict or inconsistency between the terms and conditions in this Request and those in the General Conditions of Contract, the terms and conditions appearing in this Request shall have precedence.

Should a conflict become apparent between any clauses contained within this Request, then the provisions of the Schedule(s), followed by the Specifications, Special Conditions of Contract and the General Conditions of Contract shall have precedence in that exact order.

2.7 TENDERERS TO INFORM THEMSELVES

Tenderers will be deemed to have:

- (a) examined the Request and any other information available in writing to Tenderers for the purpose of tendering;
- (b) examined all further information relevant to the risks, contingencies, and other circumstances having an effect on their Tender which is obtainable by the making of reasonable enquires;
- (c) satisfied themselves as to the correctness and sufficiency of their Tenders including tendered prices which will be deemed to cover the cost of complying with all the Conditions of Tendering and of all matters and things necessary for the due and proper performance and completion of the work described therein;
- (d) acknowledged that the Principal may enter into negotiations with a chosen Tenderer(s) and that negotiations are to be carried out in good faith; and
- (e) satisfied themselves they have a full set of the Request documents and all relevant attachments.

2.8 ALTERATIONS

The Tenderer must not alter or add to the Request documents unless required by these Conditions of Tendering.

The Principal will issue an addendum to all registered Tenderers where the Principal considers matters of significance make it necessary to amend or supplement the issued Request documents before the Deadline.

2.9 OWNERSHIP OF TENDERS

All documents, materials, articles and information submitted by the Tenderer as part of or in support of a Tender will become upon submission the absolute property of the Principal and will not be returned to the Tenderer at the conclusion of the Tender process provided that the Tenderer be entitled to retain copyright and other intellectual property rights therein, unless otherwise provided by the Contract.

2.10 CANVASSING

If a Tenderer, whether personally or by an agent, canvasses any of the Principal's Commissioners or Councillors (as the case may be) or Officers or agents or Principal's Representatives with a view to influencing the acceptance of any Respondent, then regardless of such canvassing having any influence on the acceptance of such Submission, the Principal may at its discretion omit the Respondent from consideration.

2.11 IDENTITY OF THE TENDERER

The identity of the Tenderer and the Contractor is fundamental to the Principal. The Tenderer will be the person, persons, corporation or corporations named as the Tenderer and whose execution appears on the Offer Form in the prescribed format within the Tenderers Offer of this Request. Upon acceptance of the Tender, the Tenderer will become the Contractor.

2.12 COSTS OF TENDERING

The Principal will not be liable for payment to the Tenderer for any costs, losses or expenses incurred by the Tenderer in preparing their offer.

2.13 TENDER OPENING

All Tenderers and members of the public may attend or be represented at the opening of Tenders.

The names of the persons who submitted a Tender by the due Deadline will be read out at the tender opening. No discussions will be entered into between Tenderers and the Principal's officers present or otherwise, concerning the Tenders submitted.

The Tender opening will be held on as soon as practicable after the Deadline.

3 SPECIFICATION

3.1 SCOPE

The Requirements under this specification details the procedures for the supply and delivery of bitumen products to various locations within the Shire of Wagin and the spraying of bitumen to the Principal's requirements.

The estimated quantity of products to be supplied for this Tender is as follows:

Hot Bitumen

Dongolocking Road 2 coat seal widening 7mm & 14mm aggregate – Approximately 6,200 m²

Bullock Hills Road 2 seal widening 7mm & 14mm aggregate – Approximately 6,800 m²

Beaufort Road 2 coat seal widening 7mm & 14mm aggregate – Approximately 1,440 m²

Jaloran Road 2 coat seal 7mm & 14mm aggregate – Approximately 8,820 m²

Cemetery Driveway 2 coat seal 7mm & 14mm aggregate – Approximately 1,052 m²

Airfield Runway 2 coat seal 7mm & 14mm aggregate – Approximately 6,740 m²

Vernon Street reseal 10mm aggregate – Approximately 5,222 m²

Wendell Street reseal 10mm aggregate – Approximately 267 m²

Unicorn Street reseal 10mm aggregate – Approximately 1,500 m²

Vernal Street reseal 10mm aggregate – Approximately 1,827 m²

Victor Street reseal 10mm aggregate – Approximately 924 m²

Approximately 6 visits for all seal works

3.2 GOVERNING AND APPLICABLE STANDARDS

3.2.1 DEFINITIONS

In this clause:

'AS' means Australian Standard

'MRWA' means Main Roads Western Australia

3.2.2 DEFINITIONS

Except where otherwise stated, the Works shall be in accordance with current issue, including amendments of the relevant standards and publications nominated below:

- AS 1141 Methods for Sampling and Testing Aggregates;
- AS 1152 Specifications for Test Sieves
- AS 1160 Bitumen Emulsions for the Construction and Maintenance of Pavements;
- AS 1672.1 Limes for Building
- AS 1726 Geotechnical Site Investigations
- AS 2008 Residual Bitumen for Pavements;
- AS 2106 Determination of the Flashpoint of Flammable Liquids (Closed Cup)
- AS 2341 Methods for testing Bitumen and Related Road Making Products
- AS 2157 Cutback Bitumen;
- AS 2809 Road Tank Vehicles for Dangerous Goods
- AS 3568 Oils for Viscosity Reduction in Bitumen;

- MRWA Traffic Management for the Works on Roads Code of Practice
- MRWA Raw Materials Specification 71-06-135;
- Austrroads NAS-70 Bitumen Sprayers;
- Austrroads SDT 10 Bitumen Sprayer Calibration.

3.3 BITUMEN SUPPLY

Bituminous products for sprayed bituminous surfacing works shall be purchased in accordance with the relevant product and manufacturing standards and delivered to site in suitable quantities using appropriately licensed transport.

The following clauses detail the conformance criteria for bitumen products to be used in sprayed bituminous surfacing.

3.3.1 BITUMINOUS BINDERS

All bitumen used as neat, cutback or for manufacturing bitumen emulsion shall be a straight run, slightly blown or blended product prepared from crude bituminous base oils. The bitumen shall be homogeneous. It shall not foam when heated to 205°C. The formation of a thin layer of bubbles during heating will not be regarded as foaming.

The manufacturer or supplier shall demonstrate compliance with bitumen property requirements by supplying copies of the relevant test reports that relate to the batch quantity or stored volume and by carrying out testing in accordance with the requirements and frequencies in this specification.

The manufacturer or supplier shall make all necessary arrangements with the purchaser concerning load sizes, rates of supply, loading temperatures and all other required processes and documentation.

Class 170 Bitumen

Bitumen properties shall conform to the specification for Class 170 residual bitumen shown in AS 2008.

Bitumen Emulsion

The properties of the bitumen used for manufacturing bitumen emulsion shall conform to the requirements for Class 170 Residual Bitumen set out in AS 2008.

The grade of bitumen emulsion to be manufactured shall be Cationic Rapid Setting Emulsion CRS 170/60 conforming with the requirements of Table 1 of AS 1160, unless otherwise specified.

Cutback Bitumen

Where cutback bitumen for use in Primer seal or Prime binder treatments is required, the bitumen component shall be Class 170 bitumen conforming to AS 2008 and the solvent shall be Medium Curing Cutting Oil (MCC) which has been manufactured and supplied without change as Aviation Turbine Fuel (Jet A1 or equivalent) and mixed in the proportions as nominated by the responsible party in the contract documents.

3.4 PRE BITUMEN SPRAYING

3.4.1 BITUMEN DELIVERY, HANDLING, HEATING AND CIRCULATING

At all times, those responsible for supply, loading, transporting, heating, circulation, blending, transfer and sampling and delivery of bitumen, bitumen emulsion and cutback bitumen shall observe the provisions and be licensed to perform delivery and heating in accordance with the Dangerous Goods Regulations 1992 and where required are

advised to follow the principles as detailed in the AUSTRROADS "Bitumen Sealing Safety Guide" publication:

- Heating of bitumen between the loading and delivery sites shall be minimised to those frequencies to enable arrival on site at the required temperature and, except in emergency circumstances, and generally at times and locations as required to ensure driver compliance with the Fatigue Management and Heavy Haulage guidelines.
- The heating and circulating of bitumen shall be done only by competent experienced and trained personnel. Road tankers used for delivery shall be suitably insulated or lagged and have suitable and calibrated thermometers located sufficiently to enable representative temperature readings of the product in the tank.

Under no circumstances shall the bitumen temperature be raised greater than 205°C or the maximum safe handling temperature for a cutback bitumen.

Any bitumen emulsion heated in excess of 80°C, after leaving the place of manufacture, shall not be used and shall be removed from site by the carrier at no cost to the purchaser.

3.5 POST BITUMEN SPRAYING

Measure all quantities and keep a record. (Volumes in litres and areas sprayed)

Unconfirmed

4 GENERAL CONDITIONS OF CONTRACT

GENERAL CONDITIONS OF CONTRACT

**FOR THE SUPPLY OF GOODS AND THE
PROVISION OF GENERAL SERVICES**

Unconfirmed

4.1 CONSTRUCTION OF CONTRACT

The Contract shall be governed by the laws of the State of Western Australia and the parties hereby submit to the exclusive jurisdiction of the courts of that State.

4.2 DEFINITIONS

4.2.1 In the Contract, except where the context otherwise requires:

'Clause' means a clause of these General Conditions.

'Contract' means the document which constitutes or evidences or, as the case may be, all the documents which constitute or evidence the final and concluded agreement between the Principal and the Contractor.

'Contract Price' means:

- (a) the monetary consideration stated in the Contract for the sale of the Goods to the Principal whether expressed as a lump sum or price per unit or by weight or volume or otherwise;
- (b) where payment is to be made on a Lump Sum Basis, the sum which is stated in the contract to be payable to the Contractor for the supply of the Services by the Contractor and the performance of the obligations of the Contractor under the Contract;
- (c) where payment is to be made on a Schedule of Rates basis, the sum ascertained by calculating the product of the rates and the corresponding quantities set out in the Schedule of Rates and adding to the sum thereof the total of any lump sums, provisional sums, contingency sums or other sums included in the Schedule of Rates;
- (d) where payment is to be made on a Lump Sum and a Schedule of Rates Basis, the aggregate of the sums referred to in paragraphs (a), (b), (c) and (d) above,

but excluding any additions or deductions, which may be required to be made pursuant to the Contract.

'Contractor' means the party named in the Contract as the seller of the Goods and the supplier of the Services the subject of the Contract.

'Date for Delivery' means:

- (a) where the Contract or Order specifies a date for delivery, that date; or
- (b) where the Contract or Order specifies a period of time for delivery, the last day of that period.

'Goods and Services' means the goods the subject of the Contract or such of them as shall be described in the Order and the whole of the services, tasks, work and requisites to be supplied rendered provided or performed by the Contractor including all variations provided for by the Contract as more fully set out in the Contract.

'Local Government' means any local government established under the *"Local Government Act 1995"* or the Principal.

'Officer' means any officer or person authorised by the Principal to act on its behalf for the purpose of the Contract.

'Order' means a purchase order from the Principal to the Contractor requiring the supply of specific Goods and Services.

'Principal' means the Local Government known as The Shire of Wagin.

'Specification' means any Special Conditions, Technical Specification, Drawings and Schedules forming part of the Contract; and such Specification shall be read with these General Conditions as an integral part of the Contract, but in the event of any inconsistency between the Specification and these General Conditions the former shall (unless the Contract otherwise provides) prevail.

4.2.2 Unless the context otherwise requires, the singular includes the plural and vice versa. The clause headings of the General Conditions of Contract shall not in any way affect their interpretation. Any one gender includes all genders.

4.3 EVIDENCE OF CONTRACT

4.3.1 The Contract shall be evidenced by the Special Conditions of Contract, General Conditions of Contract, Specifications, Tender, Letter of Acceptance and all things referred to therein.

The precedence of documents in the event of a conflict or inconsistency shall follow the sequence as detailed above.

4.3.2 Should any part of the Contract be held in law to be invalid, that part shall be severed from the Contract and the remainder of the Contract shall have full force and effect.

4.4 NOTICES

4.4.1 Any notice or other communication under the Contract shall be in writing and signed and shall be given or served by:

- (a) Hand delivery or prepaid post to the address of the recipient specified in the Contract or at such other address as may from time to time be notified in writing to the party giving the notice by the intended recipient but in any event to the last notified address: or
- (b) Facsimile transmission to the facsimile number of the recipient specified in the Contract or at such other number as may from time to time be notified in writing to the party giving the notice by the intended recipient but in any event to the last notified number.

4.4.2 A printed or copied signature will be sufficient for the purpose of sending any notice or other communication.

4.5 CONTRACTOR TO HAVE INFORMED ITSELF

4.5.1 The Contractor shall be deemed to have:

- (a) Examined carefully and to have acquired actual knowledge of the contents of the Drawings, Specification, Schedules, Bills of Quantities (if any), Conditions of Tendering, these General Conditions of Contract and the Special Conditions of Contract (if any) and any other information made available in writing by the Principal to the Contractor for the purpose of tendering; and
- (b) Examined the site and its surroundings (if applicable); and
- (c) Satisfied itself as to the correctness and sufficiency of its tender and that its price covers the cost of complying with all its obligations under the Contract and of all matters and things necessary for the due and proper performance and completion of the contract; and
- (d) Obtained and properly examined all information relevant to the risks, contingencies and other circumstances that may have had an effect on its tender and which was obtainable by the making of reasonable enquiries.

4.5.2 Failure by the Contractor to do all or any of the things it is deemed to have done under this clause will not relieve the Contractor of its liability to perform and complete the Contract in accordance with the terms and conditions thereof.

4.6 COMPLYING WITH STATUTORY REQUIREMENTS

- 4.6.1 The Contractor shall comply with the requirements of all Acts of the Parliament of the Commonwealth and with the requirements of the provisions of all Acts of the Parliament of the State of Western Australia and with the requirements of all ordinances, rules, regulations, by-laws, orders, codes of practice and proclamations made or issued under any such Act and with the lawful requirements of public and other authorities in any way affecting or applicable to the Services or the performance of the Contract.
- 4.6.2 Without limiting in any way the generality of the foregoing, the Contractor shall duly and punctually observe, perform and comply with the provisions of the "Occupational Health, Safety and Welfare Act 1984" and all improvement notices, prohibition notices and codes of practice (if any) issued thereunder and having application to this Contract.
- 4.6.3 If, in the opinion of the Contractor, the provisions of any document forming part of the Contract are at variance with any such requirements, the Contractor shall give written notice to the Principal specifying the departure from such provisions which he considers necessary to comply with such requirements.
- 4.6.4 If such a requirement necessitates a change to the work under the Contract, the Principal may order a variation. Except to the extent that a variation is ordered by the Principal as set forth above, the Contractor shall bear the cost of complying with the requirement.

4.7 ASSIGNMENT AND SUBCONTRACTING

The Contractor shall not without the prior written approval of the Principal:

- (a) Assign the Contract, or any part thereof or any payment thereunder. Approval to assign shall be on terms and conditions determined by the Principal.
- (b) Subcontract the whole or any part of the Contract. Approval to subcontract shall not relieve the Contractor from any liability or obligation under the Contract.

4.8 INDEMNITY

- 4.8.1 The Contractor shall indemnify and keep indemnified the Principal against all loss of or damage to the property of the Principal and from and against any claim, demand, action, suit or proceeding that may be made or brought by any person against the principal or employees, professional consultants or agents of the principal or any of them in respect of personal injury to or the death of any person whomsoever or loss of or damage to any property whatsoever arising out of or as a consequence of the sale or delivery of the goods or the supply or provision of the services by the contractor or its employees, agents or subcontractors and also from any costs and expenses that may be incurred in connection with any such claim, demand, action, suit or proceeding.
- 4.8.2 Notwithstanding the preceding paragraph, the Contractor shall not be rendered liable for personal injury to or the death of any person or loss of or damage to property resulting from any breach by the principal of any provision of the Contract or any negligent act or omission of the Principal, or the employees, professional consultants or agents of the principal nor for any claims, demands, actions, suits or proceedings, costs and expenses whatsoever in respect thereof or in relation thereto.

4.9 PATENT RIGHTS / COPYRIGHT AND OTHER INTELLECTUAL PROPERTY RIGHTS

- 4.9.1 The Contractor warrants that neither the Goods or Services nor any design, documents or methods of working provided by the Contractor will infringe any patent, registered design, trademark or name, copyright or other protected right.
- 4.9.2 The Contractor shall indemnify and at all times keep the Principal indemnified against any action, claim, demand, costs or expenses arising from or incurred by reason of any infringement or alleged infringement of any letters patent, design, trade mark or name, copyright or other protected right in respect of any goods, articles, services, equipment, machinery, plant or thing, system or method of performing, using, fixing, working or arrangement used, fixed, provided or supplied by the Contractor.
- 4.9.3 All payments and royalties payable in respect of any such letters patent or other protected right, shall be included by the Contractor in the Contract and shall be paid by itself to the person, persons, or body to whom they may be due or payable.
- 4.9.4 In the event of any claim being made or brought against the Principal in respect of any of the matters stated in this clause, the Contractor shall be immediately notified thereof. The Contractor shall, with the assistance if required of the Principal, but at the Contractor's sole expense, conduct all negotiations for the settlement of the same or any litigation that may arise there from and in the event of the failure by the Contractor so to do, the Principal shall have power to suspend payment of any money due to the Contractor under the Contract until such claim has been satisfied, settled, or withdrawn. Should any money due, or which may thereafter become due, to the Contractor, or which may have been deposited by the Contractor as security under the Contract, be insufficient to satisfy or settle any such claim and such claim has not been satisfied or withdrawn at the date when the Contract would otherwise have been completed, the balance outstanding in respect of the claim shall be a debt due by the Contractor to the Principal.

4.10 SPECIFIED BRANDS OF GOODS

Where a particular brand of Goods is specified in the Contract, no other brand shall be supplied unless otherwise approved in writing by the Principal.

4.11 PRICE VARIATIONS

- 4.11.1 Contract prices shall be firm unless otherwise stated in the Contract.
- 4.11.2 Where Contract prices are variable, and the Contractor wishes to claim for a variation in price during the term of the Contract, then the Contractor shall give the Principal full details of the make-up of the claim, including all applicable information as to the cost of materials, direct labour, overheads, profit and such other cost components as the Principal may require to verify any claim for variation. All applications for variation must show in statement form the existing approved Contract prices, the proposed price increase and proposed new Contract price on an item by item basis and shall be accompanied by all relevant determinations and documents in support of the claim.
- 4.11.3 Where the Contract price is the price ruling at date of performance of the Services the Contractor shall produce to the Principal evidence to verify each claim for payment.
- 4.11.4 Where trade list prices form the basis of the Contract the Contractor shall identify the trade list referred to by date, number or other suitable reference.
- 4.11.5 Reductions affecting the Contract rates shall be notified by the Contractor to the Principal immediately they occur and the Contractor shall repay to the Principal the full amount of any overpayment made by the Principal within fourteen (14) days of the reduction being authorised by the Principal.

- 4.11.6 Applications for variation of variable Contract prices or rates by the Contractor shall be submitted in writing to the Principal as far in advance as practicable of the date from which the variation is sought to commence.
- (a) All variations approved by the Principal shall operate from a date determined by the Principal, which shall not be earlier than the date of the formal application for variation.
 - (b) The onus shall be upon the Contractor to prove to the satisfaction of the Principal all details of any variation claimed.
- 4.11.7 In all matters of price variations (up or down) the Contractor shall make available to the Principal within the time specified by the Principal such information, records, facts and figures as the Principal shall require. Failure to supply the required information, records, facts and figures shall entitle the Principal to refuse the variation.
- 4.11.8 Where the variation is to be determined on the basis of decisions by the Australian Competition and Consumer Commission such variations will be effective on the date nominated by the Australian Competition and Consumer Commission and will be binding on all parties. Should the Australian Competition and Consumer Commission cease to operate during the period of the Contract, a new variation arrangement will be negotiated by mutual agreement. If agreement cannot be reached, the Contract may forthwith be determined by either party by written notice to the other.

4.12 QUALITY OF GOODS AND SERVICES

- 4.12.1 All Goods and Services shall conform to the Specification and the standards specified in the Contract.
- 4.12.2 Where no standards are specified in the Contract, the Goods and Services shall comply with the appropriate and current standard of the Standards Association of Australia and if there is no such standard then with the appropriate and current standard of the British Standards Institution, the International Standards Organisation or such other standard as the Principal shall consider appropriate.
- 4.12.3 If no standards are applicable, the Goods supplied shall be suitable for their purpose as stated in the Contract and fully capable of their intended use and the Services shall be of the highest standard and carried out promptly with all due skill, care and diligence.

4.13 SUPPLY OF GOODS AND SERVICES BY ORDER

- 4.13.3 The Contractor shall fulfil all Orders for Goods and Services placed by the Principal during the term or currency of the Contract.

Where the Contract is for the supply of Goods by reference to:

- (a) 'Variable Quantities', the Principal shall not be required to purchase all or any Goods listed EXCEPT such of the Goods as may be ordered by the Principal.
- (b) 'Approximate Quantities', the quantities stated shall be regarded as an estimate only of the quantity which may be required. The Principal shall not be bound to purchase the exact nominated quantity of Goods, but the quantity ordered may vary within a margin not exceeding 25 percent above or below the nominated approximate quantity and any such variance shall not affect the unit price of the Goods.
- (c) 'Fixed Quantities', the Principal shall purchase the actual quantity shown.
- (d) The Principal may order requirements of any one type or item of the Goods either in one single lot or instalments or in such quantities as may be required.

4.13.3 Where the Contract is for the supply of Services by reference to:

- (a) A list of Services and prices in a Schedule to the Specification, the Principal shall not be required to take or accept all or any of the Services listed EXCEPT such of the Services as may be ordered by the Principal from time to time during the period of the Contract.
- (b) Where the quantity or value set out in any Schedule to the Specification is described as 'approximate' it shall be regarded only as an estimate of the quantity or value which may be required under the Contract and the Principal shall not be required to take or accept the said nominated approximate quantity or value of Services.
- (c) The right is reserved for the Principal to order its requirements of any one type or item of the Services either at one time or in instalments or in such quantities as may be required from time to time.
- (d) Nothing herein contained shall oblige the Principal to take or accept all its needs or requirements of the Services solely from the Contractor nor shall be taken to confer any exclusive right upon the Contractor to provide the Services to the Principal. The Principal shall be free at all times to obtain the Services or any part of them from any other source provider or supplier thereof except Services the subject of an existing order to the Contractor.

4.14 DELIVERY OF GOODS AND SERVICES

- 4.14.1 The Contractor shall deliver the Goods and Services in full to the locations and at the times stated in the Contract or Order as the case may be. In this respect time shall be of the essence of the Contract.
- 4.14.2 Upon it becoming evident to the Contractor that delivery of the Goods and Services is likely to be delayed beyond the Date for Delivery, the Contractor shall promptly notify the Principal in writing. Such notification shall not release the Contractor from its obligation to deliver by the Date for Delivery or from any other obligation under the Contract, unless the Principal otherwise agrees in writing. The Contractor shall not be entitled to any increase in the Contract Price or damages, costs or expenses in connection with the delay.
- 4.14.3 The Contractor shall be entitled only to such extensions of time for compliance with the Contract as the Principal, upon the written application of the Contractor, may in its absolute discretion grant in writing. If delivery cannot be provided within 14 days of notice, the Principal reserves the right to access supply from an alternative provider.

4.15 EXPENSES OF DELIVERY OF GOODS

Unless otherwise provided in the Contract, the Contractor shall pay all delivery, packaging, freight, insurance, and other charges whatsoever, in connection with the delivery of the Goods and the return of any Goods wrongly supplied.

4.16 RECEIPT AND ACCEPTANCE

- 4.16.1 Delivery, receipt and completion of the Goods and Services shall not of itself constitute acceptance of the Goods or Services by the Principal, with acceptance being subject to the approval of the Officer.
- 4.16.2 The Principal shall be deemed to have accepted the Goods and Services when:
 - (a) the Officer notifies the Contractor that the Goods and Services have been accepted; or

- (b) when after the lapse of 14 days the Principal retains the Goods without notifying the Contractor that the Goods have been rejected PROVIDED THAT where it is a term of the Contract that the Goods be installed and/or commissioned that the Principal shall not be deemed to have accepted the Goods unless the Goods are satisfactorily installed and/or commissioned within the period stipulated in the Contract or, if no period is stipulated, within a reasonable period.
- 4.16.3 The risk of any damage, deterioration, theft or loss of the Goods after delivery but prior to acceptance shall remain with the Contractor except where the damage, deterioration, theft or loss results from a negligent act or omission of the Principal or its agents or employees.
- 4.16.4 Where prior to acceptance, the Goods are found to be defective or not in accordance with the Contract, the Principal may reject any or all of the Goods (the Rejected Goods).

4.17 REJECTION AND REMOVAL OF GOODS

- 4.17.1 The Officer shall notify the Contractor in writing within a reasonable time of the rejection of Goods and may direct that the rejected Goods be removed and either replaced or rectified by the Contractor at the Contractor's expense within such reasonable time as the Officer may direct.
- 4.17.2 Should the Contractor fail to duly and properly remove, replace or rectify the rejected Goods within the time specified in the notice of rejection the Principal shall be entitled to:
- (a) Exercise a general lien upon the Goods to cover all costs, fees and expenses of the Principal; and
 - (b) Sell the rejected Goods; or
 - (c) Have the Goods redelivered at the Contractor's risk and expense to the Contractor's premises, where the Contractor shall afford every facility to accept redelivery of the rejected Goods.
- 4.17.3 The Principal shall not be responsible for the care or custody of any rejected Goods.
- 4.17.4 Where the Contractor fails to deliver the Goods by the Date for Delivery, or where Goods are rejected and the Contractor fails to replace the rejected Goods or to deliver Goods conforming to the Contract forthwith upon written notice to do so, the Principal;
- (a) (a) Shall have the right to purchase from another supplier substitute Goods of the kind and quality ordered; or
 - (b) (b) Where it is not possible or practicable to purchase from another supplier substitute Goods of the kind or quality ordered, purchase Goods which in the opinion of the Principal are most suitable, even though such Goods be of a superior kind and quality.

In both cases any extra cost or expense incurred over and above the Contract Price, shall be a debt due from the Contractor to the Principal.

4.18 DEFICIENT GOODS

- 4.18.1 Where after acceptance, the Goods are subsequently found not to be in accordance with the Contract or of an inferior quality, or differing from those ordered (whether by sample or quality), ("the deficient Goods"), the Principal may notify the Contractor of the deficiency, and require the Contractor to forthwith:

- (a) Remove the deficient Goods from the Principal's premises and at the Contractor's expense either to replace them with Goods conforming to the Contract or to rectify them to conform; or
 - (b) Refund the price paid and thereupon to remove the deficient Goods from the Principal's premises;
- 4.18.2 Upon a refund of the price paid for the deficient goods, property therein shall revert to the Contractor.
- 4.18.3 Any expense incurred by the Principal shall be a debt due from the Contractor to the Principal.
- 4.18.4 The Principal shall not be entitled to exercise any rights under this clause in respect of any defects or deficiencies that ought to have been apparent on reasonable examination of the Goods prior to acceptance.
- 4.18.5 Where the deficient Goods are not forthwith replaced or rectified by the Contractor as aforesaid the Principal may exercise the powers contained in Sub-Clauses 4.17.2, 4.17.4 and 4.30.2 as if the same referred to the deficient Goods under the provisions of this Clause and the provisions of Sub-Clauses 4.17.2, 4.17.3, 17.4 and 4.30.2 were set out herein.

4.19 FAILURE TO PROVIDE GOODS AND SUPPLY SERVICES

Where a state of emergency exists or where the Contractor is unable or fails (for whatever reason) to supply and provide the goods and services at any time or in any place the Principal may without being liable in any way to the Contractor obtain or acquire such Goods and Services as it requires during the state of emergency or at that time or in that place (as the case may be) from any other supplier or provider thereof. The existence of a state of emergency shall be determined by the Principal in its sole discretion.

4.20 POWER TO ACT FOR THE PRINCIPAL

Anything to be done or performed by the Principal may be done and performed by any person duly authorised by the Principal.

4.21 WARRANTIES

The Contractor shall obtain all warranties specified in the Contract including any warranties that are obtained by any subcontractor and shall ensure that the Principal will have the benefit of the said warranties.

4.22 VARIATION TO CONTRACT TERMS

None of the terms of the Contract shall be varied, waived, discharged or released either at law or in equity, except by the express written agreement of the Principal.

4.23 SPECIAL PRICING AND OFFERS

- 4.23.1 Any special price, licence fee, rate or charge in relation to the Goods and Services, or goods and services of a like nature which is offered by the Contractor to any Local Government and which is lower than under the Contract, shall be made available to the Principal and all purchasers.
- 4.23.2 The Contractor, through the period within which that special price, licence fee, rate or charge is being offered, shall only be bound to comply with the above, where the purchase is of similar circumstances and under substantially the same terms and conditions.

4.24 PAYMENT

- 4.24.1 Unless otherwise provided in the Contract all payments shall be made within 30 days of receipt of the Contractor's invoice or claim, provided that the Goods and Services have been accepted and approved by the Officer.
- 4.24.2 Failure by the Principal to pay the amount payable at the due time, will not be grounds to invalidate or avoid the Contract.
- 4.24.3 The Contractor shall not be entitled to any interest or charge for extending credit or allowing time for the payment of the Contract Price unless otherwise provided in the Contract.
- 4.24.3 No Work shall be performed by the Contractor without a valid Purchase Order from the Principal, except in emergency situations as advised by the Principal's
- 4.24.3 Contractor invoices shall detail the specifics of the Works being charged, together with the relevant line item off the price schedule and the Purchase Order number.

4.25 SUSPENSION OF PAYMENTS

Should the Contractor refuse or neglect to carry out the instructions of the Principal in regard to any matter connected with the Contract, the Principal may suspend all payments to the Contractor until such instructions have been complied with.

4.26 DEDUCTION OF CHARGES OR DEBTS

- 4.26.1 Without limiting the Principal's rights under the any of the foregoing clauses hereof any debt due from the Contractor to the Principal may be deducted by the Principal from any moneys which may be or thereafter become payable to the Contractor by the Principal, and if such moneys are insufficient for this purpose, then from the Contractor's security under the Contract. Nothing in this clause shall affect the right of the Principal to recover from the Contractor the whole of the debt or any balance that remains owing after deduction.
- 4.26.2 The Contractor hereby acknowledges and agrees that all moneys becoming payable by the Contractor in respect of the Contract and all costs, expenses, losses, and damages hereinbefore mentioned, and for which the Contractor shall become liable at any time under the Contract, may be deducted and paid by the Principal from any sum or sums due, or which may become due, to the Contractor under or in respect of any other contract or contracts which may be subsisting between the Contractor and the Principal for the time being.

4.27 STAMP DUTY

The Contractor shall pay all stamp duties in connection with the Contract.

4.28 GOODS AND SERVICES TAX

4.28.1 For the purposes of this clause:

- (a) "GST" means goods and services tax applicable to any taxable supplies as determined under the GST Act.
- (b) "GST Act" means "A New Tax System (Goods and Services Tax) Act 1999" and (where the context permits) includes the Regulations and the Commissioner of Taxation's Goods and Services Tax Rulings and Determinations made thereunder and any other written law dealing with GST applying for the time being in the State of Western Australia.

- (c) "Supply", "taxable supply" and "tax invoices" have the same meanings as in the GST Act.
- 4.28.2 Where the supply of the Goods and Services or any part thereof is a taxable supply under the GST Act:
- (a) The Contract Price shall be inclusive of all applicable GST at the rate in force or the time being.
- (b) The obligation of the Principal to pay the Contract Price or any instalment thereof, and the right of the Contractor to recover the Contract Price or any instalment thereof, shall be subject to and conditional upon the prior issue by the Contractor and the prior receipt by the Principal of a tax invoice in respect of the Contract Price, or the relevant instalment thereof, which complies in all respects with the GST Act.
- (c) This provision applies notwithstanding any other provision of the Contract or any legislation or rule of law to the contrary, but does not apply if the Contractor is not registered for GST, and is not required to be so registered, under the GST Act.
- 4.28.3 The Contractor shall at all times observe, perform and comply with all applicable provisions of the GST Act relative to the supply of the Goods and Services under the Contract.

4.29 CUSTOMS AND EXCISE DUTIES

- 4.29.1 The Contract Price shall, unless otherwise stated, be inclusive of all applicable customs excise, levies, duties, taxes and charges at the rates in force at the date of closing of tenders.
- 4.29.2 The Contractor shall, if so requested, provide information as to the Customs Tariff classification, the amount of duty payable, its application to the Contract Price and date or proposed date of importation.
- 4.29.3 The Contractor shall:
- (a) If the Principal so requires, pay any dumping duty or security therefore which may be levied or demanded under the "Australian Customs Tariff (Anti Dumping) Act 1975", in respect of the Goods supplied under the Contract direct to the Principal or to the Australian Customs Service as the case may be.
- (b) Indemnify and keep indemnified the Principal against any liability for such dumping duty or security.

4.30 SETTLEMENT OF DISPUTES

- 4.30.1 The parties agree to attempt in good faith to resolve through negotiation any dispute regarding the Contract.
- 4.30.2 Either party may refer to an appropriate independent expert, agreed to by the parties, any Goods and Services for examination and report as to their compliance with the Contract. The decision of the expert shall be final and binding upon both parties, and the expense of such reference shall be paid by the unsuccessful party.
- 4.30.3 Subject to the provisions of 4.30.2, any dispute or unresolved claim arising out of or relating to the Contract or the breach, termination or invalidity thereof ('the dispute') shall first be the subject of conciliation before a conciliator who is either agreed to by the parties or, failing agreement, who is appointed by the President of the Institute of Arbitrators and Mediators (WA Branch).
- 4.30.4 If the dispute has not been resolved within 28 days (or such other period agreed in writing between the parties) after the appointment of the conciliator, the dispute shall be referred to arbitration to be effected

- (a) By an arbitrator mutually agreed upon between the parties; or
- (b) In default of such mutual agreement, by an arbitrator appointed by the President of the Institute of Arbitrators and Mediators,

in accordance with the provisions of the “*Commercial Arbitration Act 1985*”.

4.31 TERMINATION OF CONTRACT

4.31.1 Subject to Clause 4.30, if the Contractor fails to duly and punctually observe perform and comply with any term, condition or stipulation on the part of the Contractor contained or implied in the Contract and such failure continues for a period of 14 days (or such other period as having regard to the circumstances the Principal may reasonably allow) after service on the Contractor of a written notice requiring the Contractor to observe perform and comply with such term, condition or stipulation or otherwise to remedy the breach; or

- (a) If the Contractor (being a corporation) goes into liquidation (except for the purpose of reconstruction or amalgamation) or is otherwise dissolved or if a receiver or receiver/manager of the whole or any part of the assets and undertaking of the Contractor is appointed or if the Contractor enters into any composition or scheme of arrangement with its creditors or if an inspector or like official is appointed to examine the affairs of the Contractor or the Contractor enters into voluntary administration; or
- (b) If the Contractor (being a natural person) commits an act of bankruptcy or if an order is made for the sequestration in bankruptcy of the estate of the Contractor, or if the Contractor assigns its estate or enters into a Deed of Arrangement for the benefit of its creditors; or
- (c) If the Contractor assigns or subcontracts the Contract or any part thereof without the prior written consent of the Principal; or
- (d) If the Contractor includes in its Tender any statement, representation, fact, matter, information or thing which is false untrue incorrect or inaccurate, whether known to the Contractor or not;

THEN and in any of the said cases, if the Principal considers that damages may not be an adequate remedy, the Principal may by notice in writing to the Contractor forthwith terminate the Contract whether any Orders remain outstanding or not and thereafter the Principal may engage or contract with any person or corporation other than the Contractor to perform and complete the Contract.

4.31.2 The Principal shall ascertain the amount of all damages and expenses suffered or incurred by the Principal in consequence of any of the abovementioned matters and all such amounts may be deducted from amounts then owing to the Contractor or may be recovered in court by the Principal.

4.32 WAIVER

No forbearance, delay or indulgence by the Principal in enforcing the provisions of the Contract shall prejudice, restrict or limit the rights of that party, nor shall any waiver of those rights operate as a waiver of any subsequent breach.

4.33 ENTIRE AGREEMENT

The Contract supersedes all prior agreements, arrangements and undertakings between the parties and constitutes the entire agreement between the Principal and the Contractor relating to the Goods and Services.

4.34 RIGHTS AND REMEDIES

The Principal may exercise the rights herein conferred in addition to all or any other rights or remedies which the Principal shall or may be entitled to against the Contractor whether at law or under the Contract.

4.35 INSURANCE

4.35.1 Without limiting its obligations and responsibilities, the contractor shall take out insurance for the entire contract period under the following headings;

(a) Public Liability:

A Public Liability policy with an Insurer approved by the Australian Prudential Regulation Authority (APRA) as per their list of Insurers Authorised to Conduct New or Renew Insurance Business in Australia.

The policy of Public Liability Insurance taken out by the Contractor is to provide a minimum limit of liability of \$10 million (AU\$10,000,000) in respect of Death, Property Damage and Bodily Injury.

(b) Workers Compensation:

The Contractor shall effect and keep in effect during the currency of the Contract such Insurance as may be necessary to adequately protect the Contractor and the Principal in respect of liability for payment of compensation to any Employee of the Contractor or of a Subcontractor of the Contractor under the *Workers' Compensation and Injury Act 1981* or at Common Law.

(c) Product Liability:

Product liability Insurance taken out by the Contractor is to provide a minimum limit of liability of \$5 million (AU\$5,000,000) in respect of any one occurrence and for an unlimited number of claims.

4.35.2 The contractor is to provide the principle with certificates of currency and/or a copy of the policy wording confirming as laid down within the tender document (if not mentioned, within seven (7) days) that the above insurance policies are in place for the entire contract period.

4.35.3 The contractor at the discretion of the principle may be required to provide the principle with a risk management plan relating to the contract in accordance with AS/NZS 4360-2004 risk management.

4.35.4 The contractor at the discretion of the principle may be required to detail the principle as a joint named insured under some or all of the insurances detailed under clause 4.35.1 and/or detail the principles interest by way of notation on certificates of currency.

4.36 INDUSTRIAL AWARDS

4.36.1 With respect to all work done in Western Australia under the Contract, the Contractor shall observe, perform and comply in all material respects with all relevant Industrial Awards, Industrial Agreements and orders of Competent Courts or Industrial Tribunals applicable to the Services and the work to be done under the Contract.

4.36.2 Failure by the Contractor to comply with sub clause 4.36.1 hereof shall entitle the Principal by notice in writing to the Contractor to forthwith terminate the Contract, but without prejudice to any other rights or remedies of the Principal.

4.37 NATURE AND QUANTITY OF WORK

The Principal does not give any assurance as to the nature or quantity of work that could be allocated.

4.38 COMPLIANCE WITH AWARDS, REGULATIONS & AGREEMENTS

The Contractor shall comply for the duration of the Contract with any Awards, Industrial Agreements or Productivity Allowances that may become payable or applicable to the site and or the Works and shall ensure that all his Subcontractors do likewise without limiting the foregoing the Contractor shall confirm to all relevant Federal and State Industrial Awards and Regulations such as insurance of workmen's tools, inclusions in rates of pay for Long Service Leave, sick pay, annual leave, leave loadings, lodging expenses, statutory holidays, frame allowance, redundancy payments, superannuation , dirty work, wet under foot, wind, dust, confined space, noise, fumes, reused timber, payroll tax, workers compensation, inclement weather pay, fares, travelling time, site allowances, penalties or requirements by authorities or Unions and all other appropriate and/or like matters together with supplying boots, jackets, settee shirts and any other sundry clothing equipment, safety equipment medical equipment and personnel, messing facilities.

4.39 RECORD KEEPING REQUIREMENTS

All manuals, drawings, computer programs or other records supplied by the Principal to the Contractor during the course of the Contract shall be returned to the Principal upon termination or completion of the Contract.

The Contractor shall ensure that all records relevant to or created in the course of this Contract are held in a safe and secure manner, in line with industry best-practices, ie. Backups completed, paper-records are held in fire-proof environment.

The Principal will be provided access to all records held by the Contractor associated with this Contract within twenty-four (24) hours of written request. Such requests will be in the support of Contract performance measuring, general information resource for the Principal, or to meet Freedom of Information legislation requirements.

4.40 REGISTRATION OR LICENCING OF CONTRACTORS

Contractors shall have a current registration or licence where an act or ordinance of the state of Western Australia requires that a Contractor (as defined by the act or ordinance) be registered or licenced to carry out the work described in the Tender documents.

4.41 PUBLICITY

The Contractor must not make any public statements or releases to the media concerning the Works without the prior written approval of the Principal.

5 TENDERER'S OFFER

5.1 OFFER FORM

The Chief Executive Officer
Shire of Wagin
Arthur Road Wagin WA 6315

I/We (The Tenderer) _____
(BLOCK LETTERS)

of _____
(ADDRESS)

ABN/GST Status _____ ACN (if any) _____

Telephone No: _____ Facsimile No: _____

E-mail (if any): _____

In response to Tender #02 – 2022/23 SUPPLY AND LAY HOT BITUMEN FULL SERVICE

I/We agree that I am/We are bound by and will comply with this Request and its associated schedules, attachments, all in accordance with the Conditions of Tendering contained in this Request signed and completed.

I/We agree that there will be no cost payable by the Principal towards the preparation or submission of this Tender irrespective of its outcome.

The tendered price is valid up to ninety (90) calendar days from the date of the tender closing unless extended on mutual agreement between the Principal and the Tenderer in writing.

The tendered consideration is as provided under the schedule of rates of prices in the prescribed format and submitted with this Tender.

In accordance with the Request supplied to me/us for the purpose of tendering hereby offer the price schedule attached.

Dated this _____ day of _____ 2022

Signature of authorised signatory of Tenderer: _____

Name of authorised signatory (BLOCK LETTERS): _____

Position: _____

Address: _____

Witness Signature: _____

Name of witness: (BLOCK LETTERS): _____

Address: _____

5.2 TENDERER INFORMATION

REGISTERED BUSINESS NAME: _____

A.B.N NUMBER _____

TRADING NAME: _____

REGISTERED BUSINESS ADDRESS: _____

POSTAL ADDRESS: _____

TELEPHONE NO: _____

FACSIMILE NO: _____

NAME & POSITION OF DIRECTORS _____

AUTHORISED TO ACT ON BEHALF _____

OF TENDERER _____

CONTACT PERSON(S) _____

Unconfirmed

5.3 PRICE INFORMATION

Tenderers must complete the following "Price Schedule". Tenderers should ensure they have read this entire Request Before completing the Price Schedule

All prices offered under this Request are to be fixed for the term of the Contract. Tendered prices must include Goods and Services Tax (GST).

Unless otherwise indicated prices tendered must include delivery, unloading, packing, marking and all applicable levies, duties, taxes and charges. Any charge not stated in the Tender, as being additional will not be allowed as a charge for any transaction under any resultant Contract.

5.3.1 DISCOUNTS

Are you prepared to allow a discount for prompt settlement of accounts?	Yes / No
If you are offering different discounts for different periods, or other discounts such as volume discounts, detail them in an attachment labelled " Discounts ".	"Discounts"

5.3.2 PRICE SCHEDULE – WAGIN

Bitumen

Item	Class	Quantity	Price per m ² (ex GST)	GST Amount	Price per m ² (GST incl)
Hot Bitumen inc Aggregate	Class 98-2	Approx. 31,052 m ²	\$	\$	\$
Hot bitumen inc aggregate	Class Hot/ neat	Approx. 9,740m ²	\$	\$	\$

Note: The metre rate must be for 2 coat seals in total, not per coat.



8. CLOSURE

With no further business to be discussed the Presiding Member closed the meeting at 7.13 pm

I certify that this copy of the Minutes is a true and Correct records of the meeting held on
16 May 2023

Signed

Presiding Elected Member

Date:

Unconfirmed



10 FINANCIAL REPORTS

10.1 FINANCIAL REPORTS – APRIL 2023

PROPONENT:	Manager of Finance
OWNER:	Shire of Wagin
LOCATION/ADDRESS:	Shire of Wagin
AUTHOR OF REPORT:	Jenny Goodbourn, Manager of Finance
SENIOR OFFICER:	Ian McCabe, Chief Executive Officer
DATE OF REPORT:	11 May 2023
PREVIOUS REPORT(S):	08 April 2023
DISCLOSURE OF INTEREST:	Nil
FILE REFERENCE:	FM.FI.1
STRATEGIC DOCUMENT REFERENCE	Approved Budget 2022 / 23
ATTACHMENTS:	1. Monthly Financial Report

OFFICER RECOMMENDATION

Moved Cr

Seconded Cr

That Council:

1. Adopts the Financial Report for the period ending 30 April 2023 as presented.

Carried 0/0

BRIEF SUMMARY

The April 2023 Monthly Financial Report is attached for Council to review and adopt.

BACKGROUND/COMMENT

In accordance with the *Local Government (Financial Management) Regulations 1996*. Regulation 34, a local government is to prepare a monthly statement of Financial Activity for approval by Council.

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

The Adjusted Net Current Assets figure as at the 3 April 2023 is \$2,299,071 compared to \$1,959,274 in April 2022.

Payment of 2022/2023 rates have been strong with \$2,712,065 being collected by the end of April which equates to 98.0%. Following the issue of final notices ratepayers who did not respond or enter into a payment arrangement have been referred to debt collection for recovery action and that action is being progressed as applicable. Those



who set-up a payment plan are being monitored to ensure compliance with the agreed terms and followed up if plans are not adhered to. Total rates outstanding are \$105,881.

Shire has a total of \$4,257,355 invested in interest bearing accounts which are currently earning interest of 3.55% on Treasury OCDF (\$1,931,388) and 3.68% on Treasury Reserve Term Deposit (\$2,015,213) and 1.25% Telnet Saver (\$310,754).

CONSULTATION/COMMUNICATION

Nil

STATUTORY/LEGAL IMPLICATIONS

Section 6.4 of the Local Government Act 1995 and Regulation 34 of the Local Government (Financial Management) Regulations 1996.

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

All expenditure has been approved via adoption of the 2022/23 Annual Budget or resulting from a Council Moton for a budget amendment.

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 2023

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

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**MONTHLY FINANCIAL REPORT
FOR THE PERIOD ENDED 30 APRIL 2023**

KEY INFORMATION

Items of Significance

The material variance adopted by the Shire of Wagin for the 2022/23 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 2022/23 financial year.

	% Completed	Annual Budget	YTD Actual
Capital Expenditure			
Buildings	20%	230,930	46,483
Plant & Equipment	114%	465,486	531,099
Furniture & Equipment	86%	100,571	86,381
Infrastructure - Roads	70%	1,791,701	1,247,018
Footpaths	0%	88,825	0
Infrastructure - Other	30%	281,070	83,175
Grants, Subsidies and Contributions			
Operating Grants, Subsidies and Contributions	84%	1,191,693	995,603
Non-operating Grants, Subsidies and Contributions	132%	1,298,117	1,719,322
Rates Levied	100%	2,520,969	2,514,223

% Compares current ytd actuals to annual budget

Financial Position	* Note	This Time Last Year 30 Apr 2022	Year to Date Actual 30 Apr 2023
Adjusted Net Current Assets	88%	\$ 2,623,755	\$ 2,299,071
Cash and Equivalent - Unrestricted	84%	\$ 2,683,608	\$ 2,242,383
Cash and Equivalent - Restricted	109%	\$ 2,133,583	\$ 2,325,968
Receivables - Rates	90%	\$ 117,303	\$ 105,881
Receivables - Other	111%	\$ 62,788	\$ 69,494
Payables	52%	\$ 246,664	\$ 127,166

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

PREPARATION TIMING AND REVIEW

Date prepared: All known transactions up to 15 December 2021
Prepared by: Manager of Finance
Reviewed by: 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.

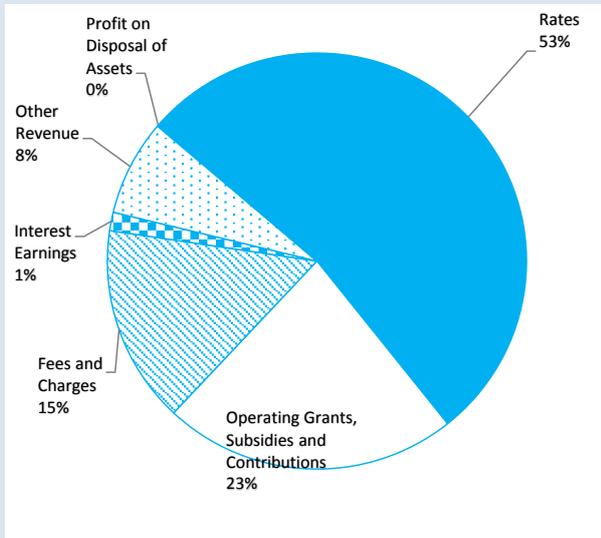
CRITICAL ACCOUNTING ESTIMATES

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.

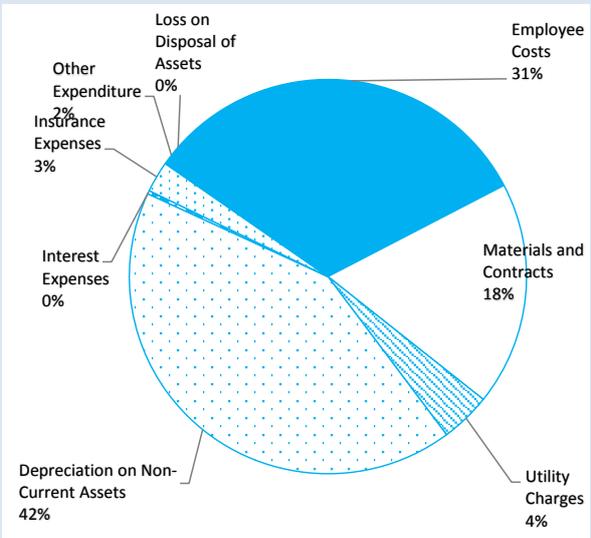
ROUNDING OFF FIGURES

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

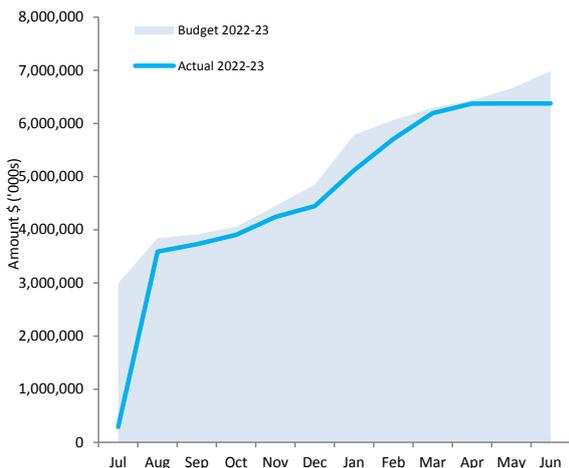
OPERATING REVENUE



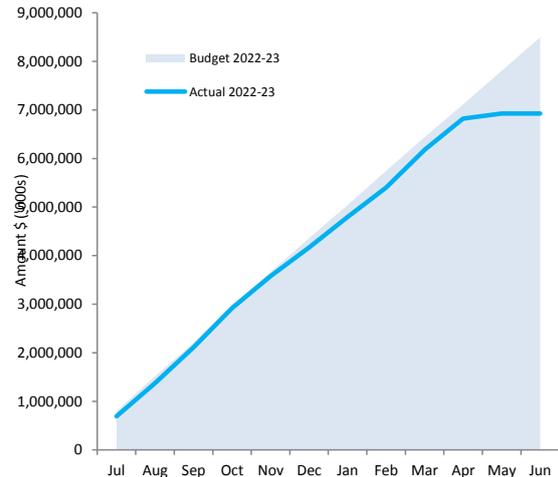
OPERATING EXPENSES



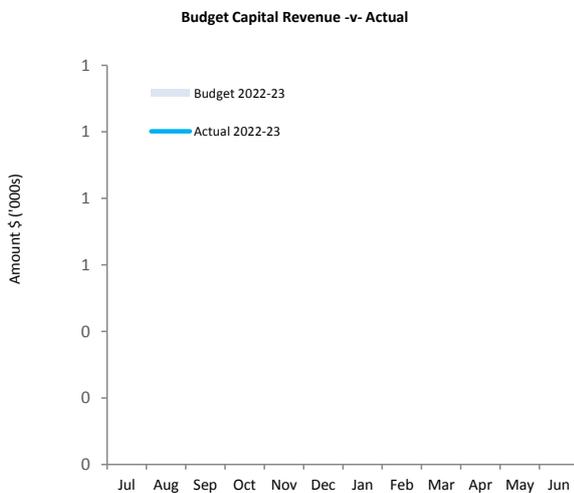
Budget Operating Revenues -v- Actual



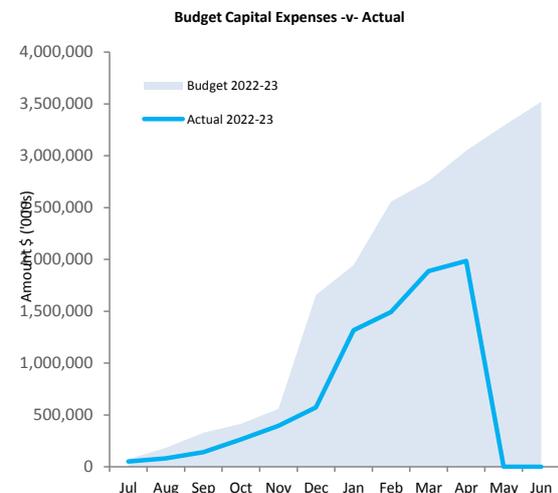
Budget Operating Expenses -v- YTD Actual



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 2023**

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 2023**

STATUTORY REPORTING PROGRAMS

	Ref Note	Adopted Annual Budget	Amended Annual Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var.
		\$	\$	\$	\$	\$	
Opening Funding Surplus(Deficit)	1(b)	1,968,880	1,959,274	1,959,274	1,959,274	(0)	
Revenue from operating activities							
Governance		36,636	36,636	36,636	7,687	(28,949)	▼
General Purpose Funding - Rates	5	2,525,969	2,513,921	2,518,091	2,514,602	(3,489)	
General Purpose Funding - Other		615,893	725,069	580,248	582,357	2,109	
Law, Order and Public Safety		134,695	129,695	127,820	106,620	(21,200)	▼
Health		12,680	10,108	4,578	6,556	1,978	
Education and Welfare		635,130	635,130	530,709	480,802	(49,907)	▼
Community Amenities		356,586	393,658	380,401	405,220	24,819	▲
Recreation and Culture		101,922	113,922	105,814	103,138	(2,676)	
Transport		258,591	257,044	241,874	289,544	47,670	▲
Economic Services		192,250	192,250	160,210	152,950	(7,260)	
Other Property and Services		120,060	120,060	99,580	103,827	4,247	
		4,990,412	5,127,493	4,785,961	4,753,303		
Expenditure from operating activities							
Governance		(595,709)	(584,059)	(499,194)	(404,901)	94,293	▲
General Purpose Funding		(396,357)	(396,357)	(324,335)	(335,654)	(11,319)	
Law, Order and Public Safety		(299,746)	(324,513)	(274,413)	(278,878)	(4,465)	
Health		(192,185)	(192,185)	(151,920)	(117,323)	34,597	▲
Education and Welfare		(706,080)	(706,180)	(590,906)	(614,816)	(23,910)	▼
Community Amenities		(628,373)	(659,266)	(550,743)	(538,905)	11,838	
Recreation and Culture		(1,898,417)	(1,927,899)	(1,618,001)	(1,547,274)	70,727	▲
Transport		(2,831,071)	(2,831,071)	(2,361,519)	(2,303,273)	58,246	▲
Economic Services		(388,429)	(388,429)	(325,570)	(304,824)	20,746	▲
Other Property and Services		(484,005)	(484,005)	(415,218)	(377,515)	37,703	▲
		(8,420,373)	(8,493,965)	(7,111,819)	(6,823,363)		
Operating activities excluded from budget							
Non-cash amounts excluded from operating activities		(80,881)	3,348,441	(79,334)	(6,872)	72,462	
Amount attributable to operating activities		(83,067)	(18,031)	451,318	795,220		
Investing Activities							
Non-operating Grants, Subsidies and Contributions	10	1,298,117	1,858,381	1,647,572	1,619,040	(28,532)	▼
Proceeds from Disposal of Assets	6	227,972	226,354	226,354	12,718	(213,636)	▼
Capital Acquisitions	7	(2,958,583)	(3,520,057)	(3,048,601)	(1,994,156)	1,054,445	▲
Amount attributable to investing activities		(1,432,494)	(1,435,322)	(1,174,675)	(362,398)		
Financing Activities							
Self-Supporting Loan Principal		30,573	30,573	20,228	20,228	(0)	
Transfer from Reserves	9	8,000	8,000	8,000	0	(8,000)	
Repayment of Debentures	8	(74,569)	(92,808)	(68,420)	(76,025)	(7,605)	
Transfer to Reserves	9	(417,322)	(452,322)	(24,000)	(37,227)	(13,227)	
Amount attributable to financing activities		(453,318)	(506,557)	(64,192)	(93,024)		
Closing Funding Surplus(Deficit)	1(b)	(0)	(636)	1,171,725	2,299,072		

KEY INFORMATION

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

The material variance adopted by Council for the 2022/23 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 2023**

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 2023**

BY NATURE OR TYPE

	Ref Note	Adopted Annual Budget	Amended Annual Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var.
Opening Funding Surplus (Deficit)	1(b)	\$ 1,968,880	1,959,274	1,959,274	\$ 1,959,274	\$ 0	
Revenue from operating activities							
Rates	5	2,520,969	2,513,921	2,514,091	2,514,223	132	
Operating Grants, Subsidies and Contributions	10	1,195,693	1,270,542	1,063,492	1,078,853	15,361	
Fees and Charges		783,363	778,868	708,179	730,307	22,129	▲
Interest Earnings		24,727	76,977	59,569	68,006	8,437	
Other Revenue		384,779	407,851	361,296	355,041	(6,255)	
Profit on Disposal of Assets	6	80,881	79,334	79,334	6,872	(72,462)	
		4,990,412	5,127,493	4,785,961	4,753,303		
Expenditure from operating activities							
Employee Costs		(2,605,950)	(2,615,269)	(2,188,078)	(2,112,089)	75,989	▲
Materials and Contracts		(1,640,979)	(1,697,567)	(1,415,846)	(1,252,763)	163,083	▲
Utility Charges		(370,229)	(372,136)	(310,437)	(280,561)	29,876	▲
Depreciation on Non-Current Assets		(3,427,775)	(3,427,775)	(2,856,510)	(2,872,151)	(15,641)	
Interest Expenses		(24,225)	(24,225)	(18,746)	(18,715)	32	
Insurance Expenses		(173,703)	(173,703)	(173,703)	(173,131)	572	
Other Expenditure		(177,512)	(183,290)	(148,499)	(113,954)	34,545	▲
Loss on Disposal of Assets	6	0	0	0	0		
		(8,420,373)	(8,493,965)	(7,111,819)	(6,823,364)		
Operating activities excluded from budget							
Add back Depreciation		3,427,775		2,856,510	2,872,151	15,641	
Adjust (Profit)/Loss on Asset Disposal	6					0	
Non-cash amounts excluded from operating activities		(80,881)	3,348,441	(79,334)	(6,872)	72,462	
Amount attributable to operating activities		(83,067)	(18,031)	451,318	795,218		
Investing activities							
Non-operating grants, subsidies and contributions	10	1,298,117	1,858,381	1,647,572	1,619,040	(28,532)	▼
Proceeds from Disposal of Assets	6	227,972	226,354	226,354	12,718	(213,636)	▼
Capital acquisitions	7	(2,958,583)	(3,520,057)	(3,048,601)	(1,994,156)	1,054,445	▲
Amount attributable to investing activities		(1,432,494)	(1,435,322)	(1,174,675)	(362,398)		
Financing Activities							
Self-Supporting Loan Principal		30,573	30,573	20,228	20,228	(0)	
Transfer from Reserves	9	8,000	8,000	8,000	0	(8,000)	
Repayment of Debentures	8	(74,569)	(92,808)	(68,420)	(76,025)	(7,605)	
Transfer to Reserves	9	(417,322)	(452,322)	(24,000)	(37,227)	(13,227)	
Amount attributable to financing activities		(453,318)	(506,557)	(64,192)	(93,024)		
Closing Funding Surplus (Deficit)	1(b)	(0)	(636)	1,171,725	2,299,071		

KEY INFORMATION

▲ ▼ Indicates a variance between Year to Date (YTD) Budget and YTD Actual data as per the adopted materiality threshold. Refer to Note 2 for an explanation of the reasons for the variance. This statement is to be read in conjunction with the accompanying Financial Statements and Notes.

SIGNIFICANT ACCOUNTING POLICIES

CURRENT AND NON-CURRENT CLASSIFICATION

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

EMPLOYEE BENEFITS

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

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

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

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

The liability for long service leave is recognised in the provision for employee benefits and measured as the present value of expected future payments to be made in respect of services provided by employees up to the reporting date using the project unit credit method. Consideration is given to expected future wage and salary levels, experience of employee departures and periods of service. Expected future payments are discounted using market yields at the reporting date on national government bonds with terms to maturity and currency that match as closely as possible, the estimated future cash outflows. Where the City does not have the unconditional right to defer settlement beyond 12 months, the liability is recognised as a current liability.

PROVISIONS

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

INVENTORIES

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

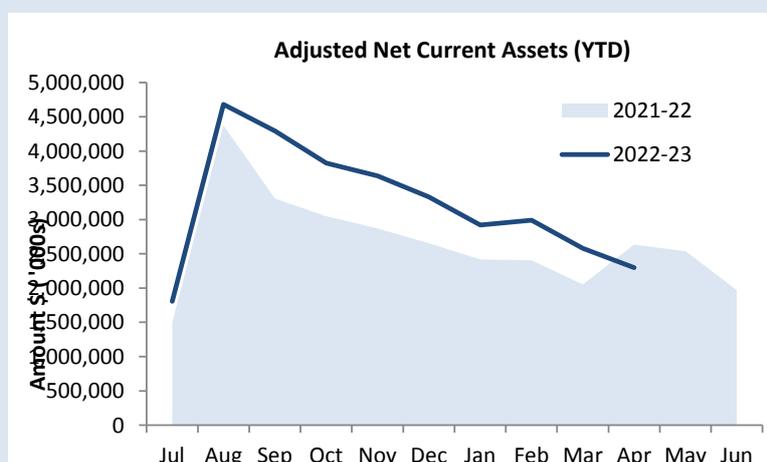
	Ref Note	Last Years Closing 30 June 2022	This Time Last Year 30 Apr 2022	Year to Date Actual 30 Apr 2023
Adjusted Net Current Assets				
		\$	\$	\$
Current Assets				
Cash Unrestricted	3	2,383,622	2,683,608	2,242,383
Cash Restricted	3	2,288,740	2,133,583	2,325,968
Receivables - Rates	4	49,890	117,303	105,881
Receivables - Other	4	145,380	62,788	69,494
Loans receivable		30,573	10,038	10,345
Interest / ATO Receivable		0	0	0
Accrued Income / Expenses In Advance		43,168	284,250	204,071
Inventories		52,102	34,903	52,102
		4,993,475	5,326,473	5,010,243
Less: Current Liabilities				
Payables		(162,417)	(246,664)	(127,166)
Accrued Expenses / Income In Advance		(515,398)	(275,362)	(247,694)
Regional Refuse Group Accrued Funds		(37,071)	(37,071)	0
Provisions - Loans, Annual & Long Service Leave		(477,920)	(382,688)	(401,896)
		(1,192,808)	(941,786)	(776,755)
Unadjusted Net Current Assets		3,800,667	4,384,687	4,233,488
Adjustments and exclusions permitted by FM Reg 32				
Less: Profit on asset disposals		0		
Add: Loss on asset disposals		0		
Less: Cash reserves	3	(2,288,740)	(2,133,583)	(2,325,968)
Less: Loans receivable		(30,573)	(10,038)	(10,345)
Add: Provisions - Loans, Annual & Long Service Leave		477,920	382,688	401,896
Adjusted Net Current Assets		1,959,274	2,623,755	2,299,071

SIGNIFICANT ACCOUNTING POLICIES

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

KEY INFORMATION

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



**This Year YTD
Surplus(Deficit)
\$2.3 M**

**Last Year YTD
Surplus(Deficit)
\$2.62 M**

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 APRIL 2023**

**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 2022/23 financial year is \$20,000.

Reporting Program	Var. \$	Var.	Timing/ Permanent	Explanation of Variance
	\$			
Revenue from operating activities				
Governance	(28,949)	▼	Permanent	Trade in of DCEO vehicle not happening in 23/24
Law, Order and Public Safety	(21,200)	▼	Timing	Timing of recognition of BFB grant monies
Education and Welfare	(49,907)	▼	Permanent	Les HCP clients than budgeted - offset by less expenditure
Community Amenities	24,819	▲	Permanent	\$17k higher domestic rubbish fees
Transport	47,670	▲	Timing	Timing of LRCIP project grants
Expenditure from operating activities				
Governance	94,293	▲	Timing	Administration salaries running under budget
Health	34,597	▲	Timing	Timing of doctor relocation costs
Education and Welfare	(23,910)	▼	Permanent	Homecare wages higher than budgeted.
Recreation and Culture	70,727	▲	Timing	Pool costs and Other Recreation maintenance running below budget
Transport	58,246	▲	Timing	Road maintenance jobs lower
Economic Services	20,746	▲	Timing	Tourism and Hoistoric Village costs below budget
Other Property and Services	37,703	▲	Timing	Consultant costs lower than budgeted
Investing Activities				
Non-operating Grants, Subsidies and Contributions	(28,532)	▼	Timing	Recognition of grant monies as expended
Proceeds from Disposal of Assets	(213,636)	▼	Timing	Items not yet disposed of - may c/fwd to 2023/24
Capital Acquisitions	1,054,445	▲	Timing	Timing of capital projects /plant purchases

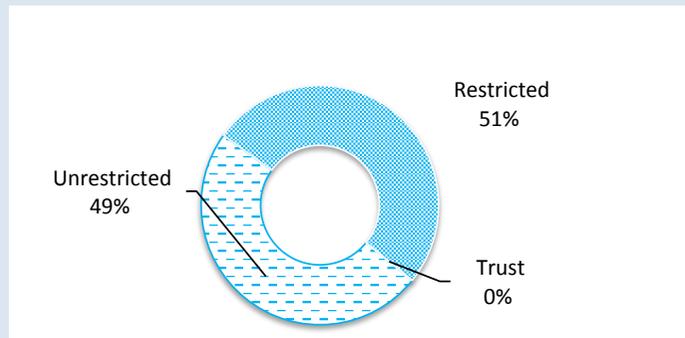
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 APRIL 2023**

**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	1,250			1,250	N/A	Nil	On Hand
At Call Deposits							
Municipal Fund	287,490			287,490	NAB/BWA	Nil	At Call
Overnight Cash Deposit Facility	1,931,388			1,931,388	Treasury	3.55%	At Call
Restricted Funds Account	22,255			22,255	BWA	Nil	At Call
Trust Fund			0		BWA	Nil	At Call
Reserve Fund - Telnet Saver		310,754		310,754	BWA	1.25%	At Call
Term Deposits							
Reserve Investment - Term Deposit		2,015,213		2,015,213	Treasury	3.68%	08-Jun-23
Total	2,242,383	2,325,968	0	4,568,350			

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
\$4.57 M	\$2.24 M

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 APRIL 2023**

**OPERATING ACTIVITIES
NOTE 4
RECEIVABLES**

Rates Receivable	30 June 2022	30 April 2023
	\$	\$
Opening Arrears Previous Years	67,957	49,890
Levied this year	2,665,551	2,768,056
Less Collections to date	(2,683,618)	(2,712,065)
Equals Current Outstanding	49,890	105,881
Net Rates Collectable	49,890	105,881
% Collected	100.68%	97.98%

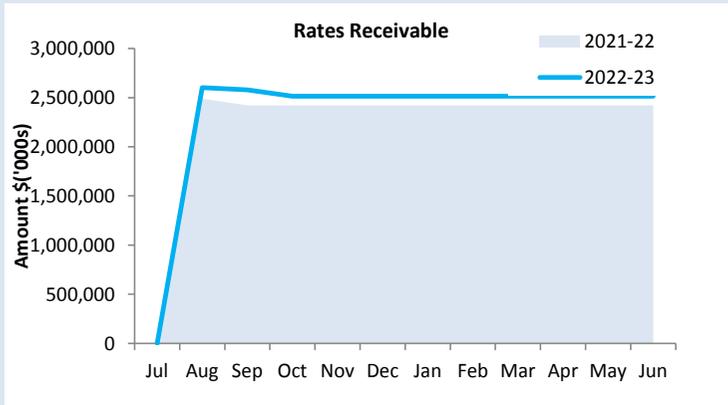
Receivables - General	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$
Receivables - General	44,031	5,016	2,477	19,982	71,506
Percentage	62%	7%	3%	28%	
Balance per Trial Balance					
Sundry debtors					71,506
Loans receivable - clubs/institutions					10,345
Doubtful Debtors					(2,012)
Total Receivables General Outstanding					79,839
Amounts shown above include GST (where applicable)					

KEY INFORMATION

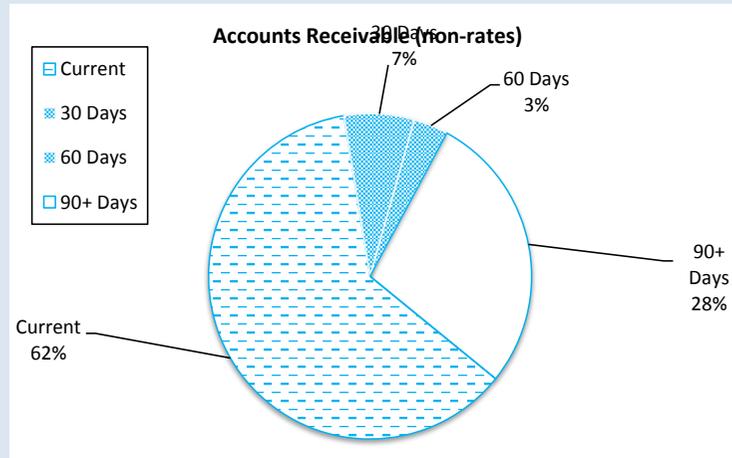
Trade and other receivables include amounts due from ratepayers for unpaid rates and service charges and other amounts due from third parties for goods sold and services performed in the ordinary course of business.

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
97.98%	\$105,881



Debtors Due
\$79,839
Over 30 Days
38%
Over 90 Days
28%

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 APRIL 2023**

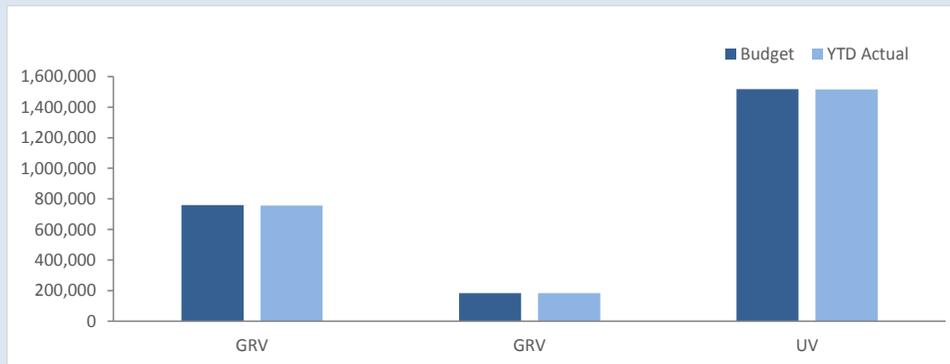
**OPERATING ACTIVITIES
NOTE 5
RATE REVENUE**

General Rate Revenue		Budget						YTD Actual				
		Rate in	Number of Properties	Rateable Value	Rate Revenue	Interim Rate	Back Rate	Total Revenue	Rate Revenue	Interim Rates	Back Rates	Total Revenue
RATE TYPE		\$			\$	\$	\$	\$	\$	\$	\$	\$
Differential General Rate												
GRV	Non-commercial	0.086830	675	8,705,834	755,928	3,000	1,000	759,928	755,928	598	121	756,647
GRV	Commercial	0.115080	65	1,592,996	183,322			183,322	183,322	0	0	183,322
UV		0.005683	297	266,695,055	1,515,628	2,000		1,517,628	1,515,628	999	0	1,516,627
Minimum \$												
GRV	Non Commercial	625	137	211,386	85,625	0	0	85,625	85,625	0	0	85,625
GRV	Commercial	625	13	37,025	8,125	0	0	8,125	8,125	0	0	8,125
UV		625	84	5,800,546	52,500	0	0	52,500	52,500	0	0	52,500
Sub-Totals			1,271	283,042,842	2,601,128	5,000	1,000	2,607,128	2,601,127	1,597	121	2,602,846
Rates Written Off												(380)
Discount								(97,500)				(103,098)
Amount from General Rates								2,509,628				2,499,368
Ex-Gratia Rates								16,341				14,855
Total General Rates								2,525,969				2,514,224

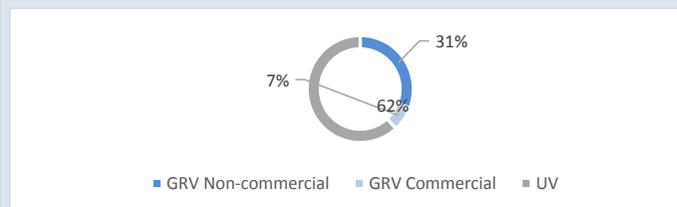
SIGNIFICANT ACCOUNTING POLICIES

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

KEY INFORMATION



General Rates		
Budget	YTD Actual	%
\$2.51 M	\$2.5 M	100%

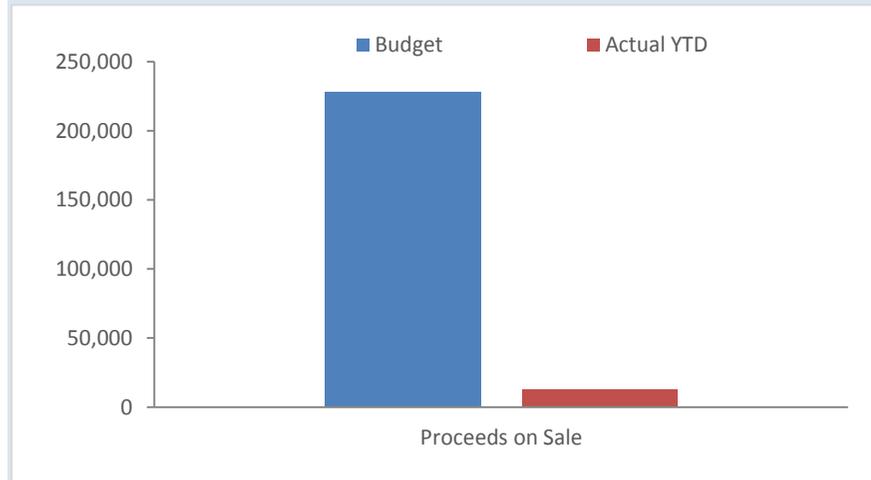


**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 APRIL 2023**

**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)
		\$	\$	\$	\$	\$	\$	\$	\$
PO2Y19	DCEO Vehicle	6,182	36,818	30,636					
P16Y17	Isuzu Truck	42,722	45,227	2,505					
P21Y17	Isuzu Crew Cab	32,863	36,136	3,273					
P22Y17	John Deere Mower	0	700	700					
P38Y16	Mahindra Pick-up - Ranger	5,916	13,636	7,720		5,846	12,718	6,872	
P42	Isuzu Side-tipper	59,408	95,455	36,047					
		147,091	227,972	80,881	0	5,846	12,718	6,872	0

KEY INFORMATION



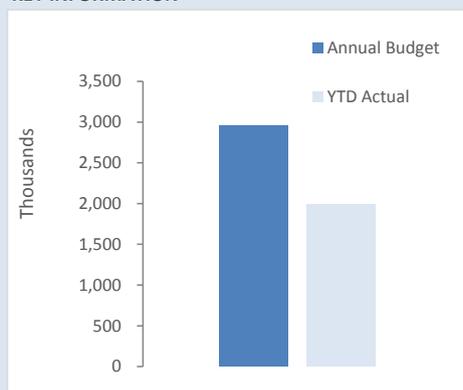
Proceeds on Sale		
Budget	YTD Actual	%
\$227,972	\$12,718	6%

Capital Acquisitions	Adopted Annual Budget	Amended Annual Budget	YTD Budget	YTD Actual Total	YTD Budget Variance
	\$		\$	\$	\$
Buildings	(230,930)	(230,930)	(193,245)	(46,483)	146,762
Plant & Equipment	(465,486)	(1,014,578)	(956,160)	(531,099)	425,061
Furniture & Equipment	(100,571)	(100,571)	(75,551)	(86,381)	(10,830)
Infrastructure - Roads	(1,791,701)	(1,791,701)	(1,622,868)	(1,247,018)	375,850
Footpaths	(88,825)	(88,825)	(44,825)	0	44,825
Infrastructure - Other	(281,070)	(293,452)	(155,952)	(83,175)	72,777
Capital Expenditure Totals	(2,958,583)	(3,520,057)	(3,048,601)	(1,994,156)	1,054,445
Capital Acquisitions Funded By:					
	\$		\$	\$	\$
Capital grants and contributions	1,298,117	1,858,381	1,647,572	1,619,040	(28,532)
Other (Disposals & C/Fwd)	227,972	226,354		12,718	12,718
Cash Backed Reserves					
Recreation Development Reserve				0	0
Sportsground Precinct Redevelopment Reserve				0	0
Contribution - operations	1,432,494	1,435,322	1,401,029	362,398	(1,038,631)
Capital Funding Total	2,958,583	3,520,057	3,048,601	1,994,156	(1,054,445)

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



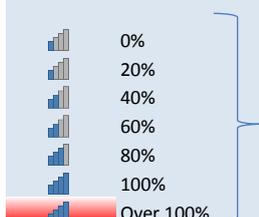
Acquisitions	Annual Budget	YTD Actual	% Spent
	\$2.96 M	\$1.99 M	67%
Capital Grant	Annual Budget	YTD Actual	% Received
	\$1.3 M	\$1.62 M	125%

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

	Account Number	Adopted Annual Budget	Amended Annual Budget	Amended YTD Budget	YTD Actual	YTD Variance
Capital Expenditure						
Buildings						
	Court House Development	B2201	(171,093)	(171,093)	(142,580)	134,295
	Historical Village - 'History of Wagin' Shed	B2202	(9,887)	(9,887)	(9,887)	(37)
	NAB Building	B2203	(15,000)	(15,000)	(12,500)	(3,697)
	Historical Village - Shed Fit-out	B2204	(11,000)	(11,000)	(11,000)	475
	Depot Upgrades - Shed Wall & Electric Gate	E167458	(3,950)	(3,950)	(3,950)	2,398
	New Roof - Caravan park Ablutions	B2301	(20,000)	(20,000)	(13,328)	13,328
			(230,930)	(230,930)	(193,245)	146,762
Plant & Equipment						
	DCEO Vehicle (P02Y19)	E167741	(54,049)	(54,049)	(54,049)	54,049
	Fire Engine - Volvo 2020	PE2307	0	(490,674)	(490,674)	0
	Water Tanker Trailer	P96	0	(58,418)	0	0
	Isuzu Truck (P16Y17)	PE2301	(87,658)	(87,658)	(87,658)	87,658
	Isuzu Crew Cab (P21Y17)	PE2302	(74,404)	(74,404)	(74,404)	74,404
	New Ride-on vMower (P27Y17)	PE2303	(9,000)	(9,000)	(9,000)	3,305
	Mahindra Pick-Up Ranger (P38Y16)	PE2304	(25,720)	(25,720)	(25,720)	(180)
	Isuzu Side-Tipper (P42)	PE2305	(204,655)	(204,655)	(204,655)	204,655
	Plant Attachment - Broom	PE2306	(10,000)	(10,000)	(10,000)	1,170
			(465,486)	(1,014,578)	(956,160)	425,061
Furniture & Equipment						
	CCTV Upgrade	E167110	(8,571)	(8,571)	(8,571)	8,571
	IT & Medical Equipment - Medical Centre	FE303	(75,000)	(75,000)	(49,980)	(23,185)
	60 x New Chairs	FE2301	(9,000)	(9,000)	(9,000)	0
	New Treadmill Community Gym	FE2302	(8,000)	(8,000)	(8,000)	3,784
			(100,571)	(100,571)	(75,551)	(10,830)
Infrastructure - Roads						
	Capital Works Program - Roads	E167103	(1,492,946)	(1,492,946)	(1,423,776)	434,773
	Capital Works Program - Airstrip	IO1901	(298,755)	(298,755)	(199,092)	(58,924)
			(1,791,701)	(1,791,701)	(1,622,868)	375,850
Footpaths						
	Footpath Program	E167124	(88,825)	(88,825)	(44,825)	44,825
			(88,825)	(88,825)	(44,825)	44,825
Infrastructure - Other						
	Emergency Water Water - CWSP	IO028	0	(37,143)	(37,143)	11,740
	Pump & Emergency Water Connection - Dam via Wier	IO029	0	(9,242)	(9,242)	6,642
	Giant Ram Lighting	IO2202	(7,050)	(7,050)	(7,050)	5,704
	Sportsground Precinct Redevelopment	IO2204	(150,000)	(125,000)	0	0
	War Memorial Upgrades	IO2205	(6,850)	(6,850)	(6,850)	(636)
	Wetlands Park Redevelopment	IO2206	(54,695)	(45,692)	(45,692)	12,339
	Wetlands Park BBQ Shelters	IO2301	(15,000)	(15,000)	(15,000)	7,232
	Main Streets Paving, Cleaning & Sealing	IO2207	(2,475)	(2,475)	(2,475)	884
	Townscape	IO2208	(30,000)	(30,000)	(25,000)	21,359
	Mural - toilet Building	IO2302	(15,000)	(15,000)	(7,500)	7,500
			(281,070)	(293,452)	(155,952)	72,777
Capital Expenditure Total			(2,958,583)	(3,520,057)	(3,048,601)	1,054,445

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 2023**

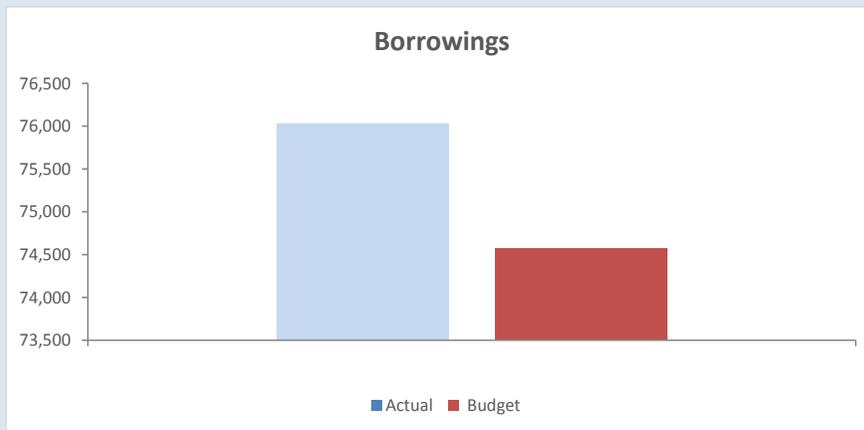
**FINANCING ACTIVITIES
NOTE 8
BORROWINGS**

Information on Borrowings Particulars	30 Jun 2022	New Loans		Principal Repayments		Principal Outstanding		Interest Repayments	
		Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget
	\$	\$	\$	\$	\$	\$	\$	\$	\$
Recreation and Culture									
Loan 131 - Recreation Centre Development	29,477	0	0	29,477	11,238	-0	18,239	910	1,707
Loan 139 - Swimming Pool Redevelopment	187,284	0	0	10,989	14,746	176,295	172,538	7,038	9,291
Other Property and Services									
Loan 137 - Staff Housing	126,737	0	0	13,012	15,693	113,725	111,044	6,067	7,201
Loan 138 - Doctor Housing	54,353	0	0	12,357	12,357	41,996	41,996	3,217	3,217
	397,851	0	0	65,835	54,034	332,017	343,817	17,233	21,416
Self supporting loans									
Recreation and Culture									
Loan 141 - Wagin Ag Society (SSL)	97,491	0	0	10,190	20,535	87,301	76,956	1,482	2,809
	97,491	0	0	10,190	20,535	87,301	76,956	1,482	2,809
Total	495,342	0	0	76,025	74,569	419,318	420,773	18,715	24,225

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
\$76,025

Interest Earned
\$68,006

Interest Expense
\$18,715

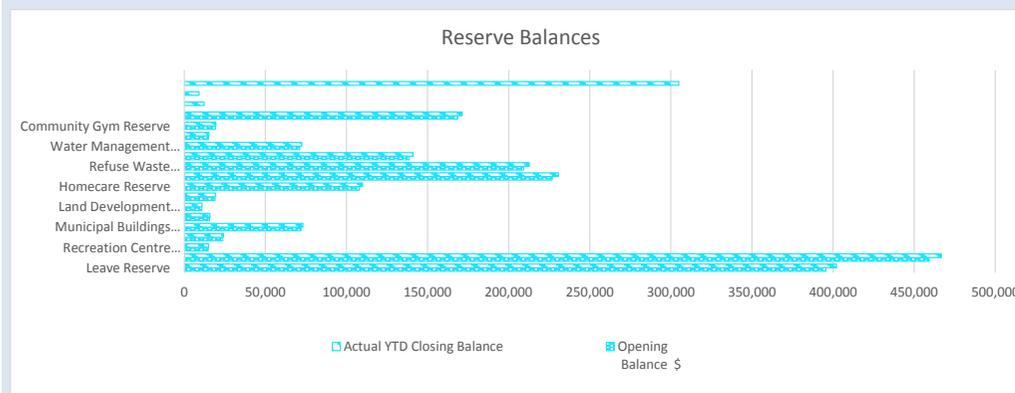
Reserves Bal
\$2.33 M

Loans Due
\$.42 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	395,708	3,957	6,436					399,665	402,145
Plant Replacement Reserve	459,304	4,593	7,471	61,836				525,733	466,774
Recreation Centre Equipment Reserve	14,751	148	240					14,899	14,991
Aerodrome Maintenance & Development Reserve	23,740	237	386	8,500				32,477	24,126
Municipal Buildings Reserve	71,902	719	1,170					72,621	73,072
Admin Centre Furniture, Equipment & IT Reserve	15,559	156	253					15,715	15,812
Land Development Reserve	10,774	108	175					10,882	10,949
Community Bus Reserve	19,006	190	309					19,196	19,315
Homecare Reserve	108,061	1,081	1,758					109,142	109,818
Recreation Development Reserve	226,940	2,269	3,691	20,000				249,209	230,631
Refuse Waste Management Reserve	209,291	2,093	3,404	29,436				240,820	212,695
Refuse Site Rehabilitation Reserve	138,775	1,388	2,257	20,000				160,163	141,032
Water Management Reserve	71,214	712	1,158					71,926	72,373
Electronic Sign Reserve	14,883	149	242					15,032	15,125
Community Gym Reserve	19,174	192	312	2,550		(8,000)		13,916	19,486
Sportsground Precinct Redevelopment Reserve	168,573	1,686	2,742	100,000				270,259	171,315
Emergency/Bushfire Control Reserve	12,069	121	196					12,190	12,265
Community Events Reserve	9,017	90	147					9,107	9,164
Staff Housing Reserve	300,000	3,000	4,880	75,000				378,000	304,880
Roadwork Reserve	0	0	0	100,000				100,000	0
	2,288,740	22,889	37,227	417,322	0	(8,000)	0	2,720,951	2,325,968

KEY INFORMATION



Grants and Contributions

		Adopted Annual Budget	Amended Annual Budget	Amended YTD Budget	YTD Actual	YTD Variance
Operating grants, subsidies and contributions						
General Purpose Funding						
Grants Commission - General	I032005	254,698	341,574	256,179	256,181	2
Grants Commission - Roads	I032010	152,645	119,618	89,712	89,714	2
Law, Order and Public Safety						
DFES Grant - Operating Bush Fire Brigade	I051010	77,405	77,405	77,405	77,360	(45)
DFES Grant - Operating SES	I051075	32,590	32,590	32,590	32,777	187
Education and Welfare						
Homecare Recurrent Grant	I082010	378,309	378,309	315,260	284,174	(31,086)
HCP Government Funds	I082045	138,200	138,200	115,170	85,185	(29,985)
Recreation and Culture						
Community Events Income	I119030	2,000	32,000	32,000	26,000	(6,000)
Lotterywest - Street Carnival	I119030	10,000	0	0	0	0
All Good Refund Centre - Street Carnival	I119030	0	1,000	1,000	1,000	0
Transport						
Direct Road Grants	I121005	138,346	138,346	138,346	141,414	3,068
Operating Contributions						
Rec Centre Equipment Contributions	I113030	1,500	1,500	1,500	1,800	300
Contribution to Woolorama	I119015	1,000	1,000	1,000	0	(1,000)
Contribution - St Lighting	I121025	5,000	5,000	0	0	0
Operating grants, subsidies and contributions Total		1,191,693	1,266,542	1,060,162	995,603	(64,559)
Non-operating grants, subsidies and contributions						
Recreation and Culture						
Wetlands Park Playground Upgrade Contribution	I113040	54,695	45,692	45,692	45,692	0
Law, Order and Public Safety						
DFES Grant - Capital Projects - New Fire Engine	I051011	0	490,674	490,674	490,674	(0)
Community Water Supply Project	I053060	0	78,593	65,490	23,578	(41,912)
Transport						
Road Project Grants	I121010	395,186	395,186	316,148	316,154	6
Roads To Recovery Grant	I121015	312,145	312,145	312,145	199,290	(112,855)
RADS - Airport Upgrade	I126015	298,755	298,755	298,755	209,129	(89,626)
Main Roads Bridge 18/19 Funding	I121070	0	0	0	74,251	74,251
LRCIP Funding	I121076	237,336	237,336	118,668	360,555	241,887
Non-operating grants, subsidies and contributions Total		1,298,117	1,858,381	1,647,572	1,719,322	71,750
Grand Total		2,489,810	3,124,923	2,707,734	2,714,925	7,191

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 APRIL 2023**

**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	RESTRICTED FUNDS ACCOUNT			Closing Balance 30 Apr 2023
	Opening Balance 01 Jul 2022	Amount Received	Amount Paid	
	\$	\$	\$	\$
Deposits - Town Hall	900	1,500	(1,000)	1,400
Deposits - Community Bus	900	1,500	(1,500)	900
Deposits - Rec Ctr & EFP	2,662	7,838	(6,900)	3,600
Deposits - Animal Trap	25	200	(150)	75
BCITF	0	561	(561)	0
Deposit - Community Gym Key	5,580	2,070	(1,320)	6,330
Building Services Levy	329	1,192	(1,007)	514
Nomination Deposits	0	0	0	0
Other Deposits	6,819	600	(150)	7,269
Unclaimed Monies	2,147	0	(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	40	0	(40)	0
Cemetery Shelter Contributions	0	0	0	0
	19,422	15,461	(12,628)	22,255

SHIRE OF WAGIN

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 APRIL 2023

NOTE 12

BUDGET AMENDMENTS

Amendments to original budget since budget adoption. Surplus/(Deficit)

Date	GL Account Code/ Job #	Description	Council Resolution	Classification	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance	Comments
					\$	\$	\$	
23/08/2022		Budget Adoption		Opening Surplus(Deficit)		(9,606)	(9,606)	
22/11/2022	CE007	Support of Christmas Strret Carnival Event	4892	Operating Expenses		(8,482)	(18,088)	
22/11/2022	E081030	Support to the Chaplain Programme - Youthcæ	4896	Operating Expenses		(2,600)	(20,688)	
20/12/2022	E032010/E113075	Early payout of loan # 131	4902 + 4948	Capital Expenses		(18,239)	(38,927)	
23/08/2022	P96, IO028 & IO02	Community Water Supply Program	4851	Capital Expens	78,593	(115,603)	(75,937)	
28/03/2023	E116055	Australia Day	4948	Operating Expenses		(30,000)	(105,937)	Budget review
28/03/2023	I119030	Australia Day - grant	4948	Operating Rev	30,000		(75,937)	Budget review
28/03/2023	PE2307	DFES - New Fire Truck	4948	Capital Expenses		(490,674)	(566,611)	Budget review
28/03/2023	I051011	DFES - Capital Grant	4948	Operating Rev	490,674		(75,937)	Budget review
28/03/2023	E019001	Transfers to Reserves - Include Interest	4948	Capital Expenses		(35,000)	(110,937)	Budget review
28/03/2023	I032005	FAG - General Purpose	4948	Operating Rev	86,876		(24,061)	Budget review
28/03/2023	I032010	FAG - Roads	4948	Operating Revenue		(33,027)	(57,088)	Budget review
28/03/2023	I031040	Ex-gratia Rates - CBH	4948	Operating Revenue		(1,485)	(58,573)	Budget review
28/03/2023	I031045	Discount Allowed	4948	Operating Revenue		(5,563)	(64,136)	Budget review
28/03/2023	I031050	Instalment Admin Charge	4948	Operating Revenue		(1,923)	(66,059)	Budget review
28/03/2023	I032040	Muni Interest	4948	Operating Rev	24,250		(41,809)	Budget review
28/03/2023	I032045	Reserve Interest	4948	Capital Revent	28,000		(13,809)	Budget review
28/03/2023	E042160	CEO Recruitment	4948	Operating Exp	11,650		(2,159)	Budget review
28/03/2023	E051020	Fire Fighting/Emergency Service Expenses	4948	Operating Expenses		(6,000)	(8,159)	Budget review
28/03/2023	E051025	Town Block Burn Off	4948	Operating Expenses		(2,000)	(10,159)	Budget review
28/03/2023	E051040	Other Bushfire Expenditure	4948	Operating Expenses		(2,600)	(12,759)	Budget review
28/03/2023	E051045	Mt Latham & Condinning Repeaters	4948	Operating Expenses		(500)	(13,259)	Budget review
28/03/2023	E052015	Animal Control Insurance	4948	Operating Expenses		(867)	(14,126)	Budget review
28/03/2023	E053055	Mosquito Control	4948	Operating Expenses		(2,000)	(16,126)	Budget review
28/03/2023	I053040	Safer Wagin	4948	Operating Revenue		(5,000)	(21,126)	Budget review
28/03/2023	I076020	Meeting Room Fees	4948	Operating Revenue		(2,572)	(23,698)	Budget review
28/03/2023	E083020	Seniors Xmas Lunch	4948	Operating Exp	2,500		(21,198)	Budget review
28/03/2023	E102007	Regional Refuse Group	4948	Operating Expenses		(30,893)	(52,091)	Budget review
28/03/2023	I102006	Regional Refuse Group	4948	Operating Rev	37,072		(15,019)	Budget review
28/03/2023	I119020	Reimbursements	4948	Operating Revenue		(9,000)	(24,019)	Budget review
28/03/2023	I122100	Profit on sale of assets	4948	Operating Revenue		(1,547)	(25,566)	Budget review
28/03/2023	IO2206	Wetlands Park Upgrade	4948	Capital Expens	9,003		(16,563)	Budget review
28/03/2023	IO2204	Sportsground Precinct Redevelopment	4948	Capital Expens	25,000		8,437	Budget review
28/03/2023	I113040	Other Sport & Rec - Grants	4948	Operating Revenue		(9,003)	(566)	Budget review
Amended Budget Cash Position as per Council Resolution					823,618	(824,184)	(566)	

SHIRE OF WAGIN
STATEMENT OF OPERATING INCOME AND EXPENDITURE
FOR THE PERIOD ENDED 30 APRIL 2023

COA	Description	Type	Annual Budget	Amended Budget	YTD Budget	YTD Actual
General Purpose Funding						
Rate Revenue						
I031005	GRV	Inc	939,250	939,250	939,250	939,249
I031010	GRV Minimums	Inc	93,750	93,750	93,750	93,750
I031015	UV	Inc	1,515,628	1,515,628	1,515,628	1,515,628
I031020	UV Minimums	Inc	52,500	52,500	52,500	52,500
I031025	GRV Interim Rates	Inc	3,000	3,000	2,500	598
I031030	UV Interim Rates	Inc	2,000	2,000	1,670	999
I031035	Back Rates	Inc	1,000	1,000	1,000	121
I031040	Ex-Gratia Rates (CBH)	Inc	16,341	14,856	14,856	14,855
I031045	Discount Allowed	Inc	(97,500)	(103,063)	(103,063)	(103,098)
I031050	Instalment Admin Charge	Inc	6,000	4,077	4,077	4,077
I031055	Account Enquiry Fee	Inc	2,500	2,500	2,080	3,315
I031060	(Rate Write Offs)	Inc	(5,000)	(5,000)	(4,000)	(380)
I031065	Penalty Interest	Inc	8,000	8,000	6,670	4,596
I031070	Emergency Services Levy	Inc	126,700	126,700	126,700	126,394
I031075	ESL Penalty Interest	Inc	500	500	420	245
I031080	Instalment Interest	Inc	4,000	4,000	3,330	4,250
I031090	Rate Legal Charges	Inc	20,000	20,000	16,670	7,599
			2,688,669	2,679,698	2,674,038	2,664,698
E031005	Valuation Expenses	Exp	(9,000)	(9,000)	(7,500)	(628)
E031010	Legal Costs/Expenses	Exp	(500)	(500)	(420)	0
E031015	Title Searches	Exp	(600)	(600)	(500)	0
E031020	Rate Recovery Expenses	Exp	(10,000)	(10,000)	(8,330)	(9,279)
E031025	Printing Stationery Postage	Exp	(2,000)	(2,000)	(1,550)	(1,686)
E031030	Emergency Services Levy	Exp	(126,700)	(126,700)	(95,025)	(114,118)
E031040	Rate Refunds	Exp	(1,000)	(1,000)	(1,000)	0
E031041	Rates & Rubbish Waivers/Concessions	Exp	(2,300)	(2,300)	(2,300)	(2,540)
E031100	Administration Allocated	Exp	(104,549)	(104,549)	(87,120)	(87,120)
			(256,649)	(256,649)	(203,745)	(215,371)
Other General Purpose Funding						
I032005	Grants Commission General	Inc	254,698	341,574	256,179	256,181
I032010	Grants Commission Roads	Inc	152,645	119,618	89,712	89,714
I032020	Administration Rental	Inc	36,000	36,000	30,000	30,000
I032025	Photocopies, Publications, PA & Projector Hire	Inc	1,500	1,500	1,250	433
I032030	Reimbursements	Inc	100	100	80	0
I032035	SS Loans Interest & GFee Reimb.	Inc	0	0	0	0

COA	Description	Type	Annual Budget	Amended Budget	YTD Budget	YTD Actual
I032040	Bank Interest	Inc	750	25,000	20,830	22,082
I032045	Reserves Interest	Inc	7,000	35,000	26,250	33,851
I032055	Commissions & Recoups	Inc	500	500	0	0
			453,193	559,292	424,301	432,261
E032005	Bank Fees and Charges	Exp	(12,000)	(12,000)	(10,000)	(8,694)
E032015	Interest on Loans	Exp	0	0	0	0
E032030	Audit Fees & Other Services	Exp	(25,000)	(25,000)	(25,000)	(26,000)
E032035	Administration Allocated	Exp	(102,708)	(102,708)	(85,590)	(85,590)
			(139,708)	(139,708)	(120,590)	(120,284)
	Total General Purpose Income		3,141,862	3,238,990	3,098,339	3,096,959
	Total General Purpose Expenditure		(396,357)	(396,357)	(324,335)	(335,655)
Governance						
Members of Council						
I041020	Other Income Relating to Members	Inc	1,000	1,000	1,000	0
			1,000	1,000	1,000	0
E041005	Sitting Fees	Exp	(24,365)	(24,365)	(18,273)	(15,209)
E041010	Training	Exp	(8,000)	(8,000)	(6,000)	0
E041015	Members Travelling	Exp	(700)	(700)	(525)	(445)
E041025	Election Expenses	Exp	(3,000)	(3,000)	(3,000)	0
E041030	Other Expenses	Exp	(8,000)	(8,000)	(8,000)	(7,274)
E041035	Conference Expenses	Exp	(10,000)	(10,000)	(7,500)	(7,329)
E041040	Presidents Allowance	Exp	(12,300)	(12,300)	(9,225)	(9,225)
E041045	Deputy Presidents Allowance	Exp	(3,075)	(3,075)	(2,307)	(2,306)
E041055	Refreshments and Receptions	Exp	(12,000)	(12,000)	(10,000)	(6,418)
E041060	Presentations	Exp	(2,500)	(2,500)	(2,080)	(1,350)
E041065	Insurance	Exp	(13,325)	(13,325)	(13,325)	(13,325)
E041070	Public Relations	Exp	(2,000)	(2,000)	(1,670)	(30)
E041075	Subscriptions	Exp	(35,000)	(35,000)	(35,000)	(35,918)
E041100	Administration Allocated	Exp	(118,133)	(118,133)	(98,440)	(98,440)
			(252,398)	(252,398)	(215,345)	(197,269)
Other Governance						
I042030	Profit on Sale of Asset	Inc	30,636	30,636	30,636	0
I042045	Admin Reimbursements	Inc	5,000	5,000	5,000	7,687
I042050	Paid Parental Leave Reimbursement	Inc	0	0	0	0
			35,636	35,636	35,636	7,687
E042005	Administration Salaries	Exp	(714,073)	(714,073)	(595,060)	(582,292)
E042008	Admin Leave/Wages Liability	Exp	0	0	0	0
E042010	Administration Superannuation	Exp	(86,447)	(86,447)	(72,040)	(75,034)

COA	Description	Type	Annual Budget	Amended Budget	YTD Budget	YTD Actual
E042011	Loyalty Allowance	Exp	(8,046)	(8,046)	(6,710)	(6,128)
E042012	Housing Allowance Admin	Exp	(13,578)	(13,578)	(11,320)	(13,091)
E042015	Insurance	Exp	(25,969)	(25,969)	(25,969)	(26,543)
E042020	Staff Training	Exp	(10,000)	(10,000)	(8,330)	(4,304)
E042025	Removal Expenses	Exp	(10,000)	(10,000)	(10,000)	(4,960)
E042030	Printing & Stationery	Exp	(30,000)	(30,000)	(25,000)	(16,069)
E042035	Phone, Fax & Modem	Exp	(7,000)	(7,000)	(5,830)	(3,027)
E042040	Office Maintenance	Exp	(62,000)	(62,000)	(52,535)	(43,266)
E042045	Advertising	Exp	(18,000)	(18,000)	(15,000)	(4,821)
E042050	Office Equipment Maintenance	Exp	(3,000)	(3,000)	(2,500)	(2,100)
E042055	Postage & Freight	Exp	(4,000)	(4,000)	(3,330)	(2,056)
E042060	Vehicle Running Expenses	Exp	(16,000)	(16,000)	(13,485)	(9,685)
E042065	Legal Expenses	Exp	(25,000)	(25,000)	(20,830)	(1,008)
E042070	Garden Expenses	Exp	(12,000)	(12,000)	(10,000)	(9,338)
E042075	Conference & Training	Exp	(10,000)	(10,000)	(8,330)	(2,216)
E042080	Computer Support	Exp	(130,000)	(130,000)	(108,330)	(109,844)
E042085	Other Expenses	Exp	(3,000)	(3,000)	(2,500)	(1,595)
E042090	Administration Allocated	Exp	(270,719)	(270,719)	(225,600)	(225,600)
E042095	Fringe Benefits Tax	Exp	(15,000)	(15,000)	(11,250)	(18,372)
E042100	Staff Uniforms	Exp	(4,000)	(4,000)	(4,000)	(1,141)
E042115	Cash Round Off Control	Exp	0	0	0	(1)
E042120	Depreciation - Other Governance	Exp	(126,097)	(126,097)	(105,080)	(104,314)
E042125	Less Administration Allocated	Exp	1,278,618	1,278,618	1,065,530	1,065,500
E042155	Lease of Photocopier	Exp	0	0	0	0
E042160	CEO Recruitment	Exp	(18,000)	(6,350)	(6,350)	(6,328)
E042165	Paid Parental Leave	Exp	0	0	0	0
			(343,311)	(331,661)	(283,849)	(207,633)
Total Governance Income			36,636	36,636	36,636	7,687
Total Governance Expenditure			(595,709)	(584,059)	(499,194)	(404,902)
Law, Order & Public Safety						
Fire Prevention						
I051010	BFB Operating Grant	Inc	77,405	77,405	77,405	58,464
I051011	DFES - Capital Projects Grant	Inc	0	490,674	490,674	490,674
I051015	Sale of Fire Maps	Inc	50	50	40	45
I051025	Reimbursements	Inc	1,000	1,000	830	60
I051030	Bush Fire Infringements	Inc	2,000	2,000	2,000	1,364
I051040	Donations	Inc	0	0	0	0
I051035	ESL Admin Fee	Inc	4,000	4,000	3,330	4,000
I051050	SES Call-out Income	Inc	0	0	0	0
I051070	Other Bushfire Grants Income	Inc	0	0	0	0
I051075	SES Operating Grant	Inc	32,590	32,590	32,590	32,472
			117,045	607,719	606,869	587,079

COA	Description	Type	Annual Budget	Amended Budget	YTD Budget	YTD Actual
E051005	BFB Operation Expenditure	Exp	(77,405)	(77,405)	(69,185)	(58,464)
E051010	Communication Mtce	Exp	(4,000)	(4,000)	(3,346)	(2,932)
E051015	Advertising & Other Expenses	Exp	(2,500)	(2,500)	(2,080)	(2,234)
E051020	Fire Fighting/Emergency Services Expenses	Exp	(4,000)	(10,000)	(8,370)	(9,328)
E051025	Town Block Burn Off	Exp	(5,000)	(7,000)	(6,020)	(6,425)
E051040	Other Bushfire Expenditure	Exp	0	(2,600)	(2,487)	(3,045)
E051045	Mt Latham & Conding Repeats	Exp	0	(500)	(420)	(420)
E051060	SES Operation Expenditure	Exp	(32,590)	(32,590)	(27,489)	(32,472)
E051100	Administration Allocated	Exp	(64,701)	(64,701)	(53,920)	(53,920)
E051190	Depreciation - Fire Prevention	Exp	(25,484)	(25,484)	(21,240)	(37,357)
			(215,680)	(226,780)	(194,557)	(206,597)
	Animal Control					
I052005	Dog Fines and Fees	Inc	5,000	5,000	4,170	5,172
I052006	Cat Fines and Fees	Inc	300	300	250	378
I052010	Hire of Animal Traps	Inc	100	100	80	55
I052015	Dog Registration	Inc	6,000	6,000	6,000	3,820
I052016	Cat Registration	Inc	700	700	700	792
I052020	Reimbursements	Inc	500	500	375	0
			12,600	12,600	11,575	10,217
E052005	Ranger Salary	Exp	(18,700)	(18,700)	(15,580)	(10,325)
E052007	Ranger Telephone	Exp	(1,000)	(1,000)	(830)	(831)
E052010	Pound Maintenance	Exp	(2,960)	(2,960)	(2,469)	(2,116)
E052015	Dog Control Insurance	Exp	(314)	(1,181)	(1,181)	(1,181)
E052020	Legal Fees	Exp	(500)	(500)	(420)	0
E052025	Training & Conference	Exp	(500)	(500)	(420)	0
E052030	Ranger Services Other	Exp	(25,000)	(25,000)	(20,840)	(24,875)
E052035	Administration Allocated	Exp	(29,784)	(29,784)	(24,820)	(24,820)
E052190	Depreciation - Animal Control	Exp	(1,308)	(1,308)	(1,090)	(1,645)
			(80,066)	(80,933)	(67,650)	(65,793)
	Other Law, Order & Public Safety					
I053005	Abandoned Vehicles/Fines	Inc	50	50	50	0
I053040	Safer Wagin Income	Inc	5,000	0	0	0
I053055	Reimbursements	Inc	0	0	0	0
I053060	Community Water Supply Program Grant	Inc	0	78,593	65,490	28,003
I053075	Covert Cameras for CCTV System	Inc	0	0	0	0
			5,050	78,643	65,540	28,003
E053005	Abandoned Vehicles	Exp	(500)	(500)	(420)	0
E053010	Emergency Services	Exp	0	0	0	0
E053040	Safer Wagin Expenditure	Exp	(500)	(11,300)	(7,616)	(432)
E053045	CCTV & Security	Exp	0	0	0	(885)

COA	Description	Type	Annual Budget	Amended Budget	YTD Budget	YTD Actual
E053055	Mosquito Control	Exp	(3,000)	(5,000)	(4,170)	(5,174)
			(4,000)	(16,800)	(12,206)	(6,491)
	Total Law, Order & Public Safety Income		134,695	698,962	683,984	625,299
	Total Law, Order & Public Safety Expenditure		(299,746)	(324,513)	(274,413)	(278,881)
	Health					
	Maternal & Infant Health					
E071005	Medical Centre Mtce - Infant Health Centre	Exp	(9,150)	(9,150)	(7,630)	(9,254)
			(9,150)	(9,150)	(7,630)	(9,254)
	Preventative Services - Admin & Inspections					
I074005	Food Licences & Fees	Inc	800	800	0	357
I074015	Contrib. Regional Health Scheme	Inc	0	0	0	0
I074020	Reimbursements	Inc	0	0	0	0
			800	800	0	357
E074005	EHO Salary	Exp	(10,000)	(10,000)	(8,330)	(3,000)
E074008	EHO Leave/Wages Liability	Exp	0	0	0	0
E074010	EHO Superannuation	Exp	0	0	0	(315)
E074015	Other Control Expenses	Exp	(7,000)	(7,000)	(5,830)	(2,358)
E074020	EHO/Building Surveyor Vehicle Expenses	Exp	0	0	0	0
E074030	Conferences & Training	Exp	(500)	(500)	(420)	0
E074035	Loss on Sale of Asset	Exp	0	0	0	0
E074100	Administration Allocated	Exp	(26,112)	(26,112)	(21,760)	(21,760)
E074190	Depreciation - Prevent Services	Exp	0	0	0	0
			(43,612)	(43,612)	(36,340)	(27,433)
	Other Health					
I076010	Rent - Medical Centre-Dentist	Inc	4,380	4,380	3,650	3,395
I076015	Reimbursements - IPN Medical	Inc	2,500	2,500	0	1,257
I076020	Meeting Room Fees	Inc	3,500	928	928	927
I076025	Saleof Doctors Vehicle	Inc	0	0	0	0
I076040	Reimbursements - Dr Norris	Inc	1,500	1,500	0	621
			11,880	9,308	4,578	6,200
E076020	Medical Centre Mtce - Dr & Dentist Surgery	Exp	(12,021)	(12,021)	(10,361)	(8,443)
E076025	Depreciation - Other Health	Exp	(46,902)	(46,902)	(39,090)	(39,063)
E076030	Doctors Vehicle Mtce	Exp	(5,000)	(5,000)	(4,257)	(1,639)
E076035	Loss on Sale of Asset	Exp	0	0	0	0
E076040	IPN Medical Services	Exp	(45,000)	(45,000)	(33,750)	(28,679)
E076055	Doctor Retention & Relocation	Exp	(20,000)	(20,000)	(13,328)	(2,349)
E076060	Assets under \$5k	Exp	(10,000)	(10,000)	(6,664)	0
			(138,923)	(138,923)	(107,450)	(80,173)

COA	Description	Type	Annual Budget	Amended Budget	YTD Budget	YTD Actual
Health - Preventative Services						
E077010	Analytical Expenses	Exp	(500)	(500)	(500)	(463)
			(500)	(500)	(500)	(463)
	Total Health Income		12,680	10,108	4,578	6,557
	Total Health Expenditure		(192,185)	(192,185)	(151,920)	(117,323)
Education & Welfare						
Pre Schools						
I083035	Day Care Lease	Exp	8,568	8,568	7,140	7,330
I083036	Day Care Reimbursements	Exp	5,500	5,500	4,580	3,227
			14,068	14,068	11,720	10,557
E080010	Kindegarten Maintenance (Daycare)	Exp	(12,123)	(12,123)	(10,283)	(7,506)
E080190	Depreciation - Pre-Schools	Exp	(25,918)	(25,918)	(21,600)	(21,586)
			(38,041)	(38,041)	(31,883)	(29,092)
Other Education						
E081020	School Oval Mtce	Exp	0	0	0	0
E081030	Contribution - Wagin Youth Care	Exp	0	(2,600)	(2,600)	0
			0	(2,600)	(2,600)	0
Homecare Program						
I082010	CHSP & HACC Grant	Inc	378,309	378,309	315,260	284,174
I082015	Meals on Wheels	Inc	5,000	5,000	4,170	1,599
I082020	CHSP Fee for Service	Inc	75,000	75,000	62,500	79,632
I082025	Donations	Inc	0	0	0	591
I082030	Reimbursements	Inc	0	0	0	0
I082040	HCP Client Daily Fee	Inc	15,984	15,984	13,320	9,897
I082045	HCP Government Funds	Inc	138,200	138,200	115,170	85,185
			612,493	612,493	510,420	461,078
E082010	Management & Admin Salaries	Exp	(130,000)	(130,000)	(108,330)	(108,639)
E082013	Homecare Wages/Contract Liability	Exp	0	0	0	0
E082015	Maintenance & Gardening Salaries	Exp	(38,040)	(38,040)	(31,700)	(28,629)
E082020	Nursing Salaries	Exp	(30,000)	(30,000)	(25,000)	(34,493)
E082025	Care Workers Salaries	Exp	(235,000)	(235,000)	(195,830)	(226,258)
E082030	Superannuation	Exp	(45,822)	(45,822)	(38,190)	(41,193)
E082035	Other Expenses	Exp	(13,000)	(13,000)	(10,830)	(3,832)
E082040	Travelling - Mileage	Exp	(19,000)	(19,000)	(15,830)	(21,048)
E082045	Staff Training	Exp	(2,160)	(2,160)	(1,800)	(450)
E082050	Staff Training Salaries	Exp	(3,356)	(3,356)	(2,800)	0
E082055	Subscriptions	Exp	(9,752)	(9,752)	(8,130)	(5,126)

COA	Description	Type	Annual Budget	Amended Budget	YTD Budget	YTD Actual
E082060	Telephone & Postage	Exp	(2,565)	(2,565)	(2,140)	(1,182)
E082065	Advertising & Stationery	Exp	(1,000)	(1,000)	(840)	(1,252)
E082070	Insurance	Exp	(7,700)	(7,700)	(6,420)	(7,698)
E082075	Office Accommodation	Exp	(36,000)	(36,000)	(30,000)	(30,000)
E082080	Plant & Equipment Mtce	Exp	(26,359)	(26,359)	(22,235)	(17,041)
E082085	Consumable Supplies	Exp	(4,500)	(4,500)	(3,750)	(7,459)
E082090	Function & Catering Supplies	Exp	(1,500)	(1,500)	(1,250)	(946)
E082095	HCP Expenses	Exp	(6,000)	(6,000)	(5,000)	(5,449)
E082100	Administration Allocated	Exp	(21,368)	(21,368)	(17,810)	(17,810)
E082110	Meals on Wheels Expenditure	Exp	(3,605)	(3,605)	(3,000)	(1,692)
E082120	Loss on Sale of Asset	Exp	0	0	0	0
E082130	Homecare Retention Bonus Expenditure	Exp	0	0	0	0
E082190	Depreciation - Homecare	Exp	(19,644)	(19,644)	(16,370)	(16,361)
			(656,371)	(656,371)	(547,255)	(576,558)
	Other Welfare					
I083010	Wagin Frail Aged Reimb	Inc	8,569	8,569	8,569	9,167
I083040	Seniors Xmas Lunch Income	Inc	0	0	0	0
			8,569	8,569	8,569	9,167
E083010	Wagin Frail Aged Exp	Exp	(9,168)	(9,168)	(9,168)	(9,167)
E083020	Seniors Xmas Lunch	Exp	(2,500)	0	0	0
E083050	Other Welfare Exp	Exp	0	0	0	0
			(11,668)	(9,168)	(9,168)	(9,167)
	Total Education & Welfare Income		635,130	635,130	530,709	480,802
	Total Education & Welfare Expenditure		(706,080)	(706,180)	(590,906)	(614,817)
	Community Amenities					
	Sanitation - Household Refuse					
I101005	Domestic Collection	Inc	235,500	235,500	235,500	253,453
I102020	Refuse Site Fees	Inc	15,000	15,000	12,500	16,364
			250,500	250,500	248,000	269,817
E101005	Domestic Refuse Collection	Exp	(48,000)	(48,000)	(40,000)	(38,285)
E101006	Green Waste Collection	Exp	(23,000)	(23,000)	(19,170)	(19,478)
E101010	Recycling Pick-Up	Exp	(70,500)	(70,500)	(58,750)	(59,001)
E101015	Refuse Site Mtce	Exp	(128,500)	(128,500)	(107,107)	(99,689)
E101025	Refuse Site Attendant	Exp	0	0	0	0
			(270,000)	(270,000)	(225,027)	(216,453)
	Sanitation - Other					
I102002	Commercial Collection Charges	Inc	66,586	66,586	65,669	65,119
I102005	Reimbursement Drummuster	Inc	4,000	4,000	0	0

COA	Description	Type	Annual Budget	Amended Budget	YTD Budget	YTD Actual
I102010	Charges Bulk Rubbish	Inc	15,000	15,000	12,500	12,744
			85,586	85,586	78,169	77,863
E102005	Commercial Collection	Exp	(13,650)	(13,650)	(11,380)	(11,343)
E102010	Bulk Rubbish Collection	Exp	(16,000)	(16,000)	(13,330)	(12,965)
E101020	Chemical Drum Disposal Costs	Exp	(5,000)	(5,000)	0	(3,925)
E102190	Depreciation - Sanitation	Exp	(18,148)	(18,148)	(15,130)	(15,115)
			(52,798)	(52,798)	(39,840)	(43,348)
	Sewerage					
I104005	Septic Tank Fees	Inc	500	500	500	0
			500	500	500	0
E104005	Sewerage Treatment Plant	Exp	(500)	(500)	(424)	(37)
			(500)	(500)	(424)	(37)
	Regional Refuse Group					
I102006	Regional Refuse Group	Inc	0	37,072	37,072	37,071
			0	37,072	37,072	37,071
	Regional Refuse Group					
E102007	Regional Refuse Group Expenses	Exp	0	(30,893)	(30,893)	(30,893)
			0	(30,893)	(30,893)	(30,893)
	Town Planning					
I106005	Planning Fees	Inc	4,000	4,000	3,330	4,101
			4,000	4,000	3,330	4,101
E106005	Town Planning Expenses	Exp	(15,000)	(15,000)	(12,500)	(11,206)
E106100	Administration Allocated	Exp	(66,566)	(66,566)	(55,470)	(55,470)
			(81,566)	(81,566)	(67,970)	(66,676)
	Other Community Amenities					
I107005	Cemetery Fees	Inc	12,000	12,000	10,000	12,423
I107010	Community Bus Income	Inc	4,000	4,000	3,330	3,944
I107025	Other Community Amenities Contributions	Inc	0	0	0	0
			16,000	16,000	13,330	16,367
E107005	Cemetery Mtce	Exp	(40,000)	(40,000)	(33,370)	(35,137)
E107010	Public Convenience Mtce	Exp	(56,428)	(56,428)	(47,158)	(40,184)
E107015	Community Bus Operating	Exp	(3,674)	(3,674)	(3,211)	(3,358)
E107100	Administration Allocated	Exp	(72,439)	(72,439)	(60,370)	(60,370)
E107190	Depreciation - Other Comm Amenities	Exp	(50,968)	(50,968)	(42,480)	(42,451)
			(223,509)	(223,509)	(186,589)	(181,500)

COA	Description	Type	Annual Budget	Amended Budget	YTD Budget	YTD Actual
	Total Community Amenities Income		356,586	393,658	380,401	405,219
	Total Community Amenities Expenditure		(628,373)	(659,266)	(550,743)	(538,907)
	Recreation & Culture					
	Public Halls & Civic Centres					
I111005	Town Hall Hire	Inc	2,000	2,000	1,670	4,784
I111010	Reimbursements	Inc	100	100	100	0
I111015	Town Hall Lease -L Piesse	Inc	0	0	0	0
			2,100	2,100	1,770	4,784
E111005	Town Hall Mtce	Exp	(28,555)	(28,555)	(24,579)	(17,514)
E111010	Other Halls Mtce	Exp	(6,153)	(6,153)	(5,203)	(1,975)
E111190	Depreciation - Public Halls	Exp	(202,711)	(202,711)	(168,930)	(168,834)
			(237,419)	(237,419)	(198,712)	(188,323)
	Swimming Pool					
I112010	Swimming Pool Admission	Inc	30,000	30,000	30,000	24,643
I112015	Swimming Pool Miscellaneous Income	Inc	0	0	0	0
I112020	Reimbursements	Inc	600	600	600	100
I112025	CSRFF Grant - Swim Pool Stage 2	Inc	0	0	0	0
			30,600	30,600	30,600	24,743
E112005	Pool Staff Salary	Exp	(109,500)	(109,500)	(91,250)	(72,699)
E112008	Pool Leave/Wages Liability	exp	0	0	0	0
E112010	Superannuation	Exp	0	0	0	0
E112015	Swimming Pool Maintenance	Exp	(118,388)	(118,388)	(100,253)	(105,758)
E112020	Swimming Pool Other Expenses	Exp	(5,850)	(5,850)	(4,880)	(1,730)
E113076	Interest on Loan 139 - Swimming Pool	Exp	(9,291)	(9,291)	(7,038)	(7,038)
E112190	Depreciation - Swimming Pools	Exp	(197,388)	(197,388)	(164,500)	(164,399)
			(440,417)	(440,417)	(367,921)	(351,624)
	Other Recreation & Sport					
I113005	Sportsground Rental	Inc	8,795	8,795	8,795	7,995
I113015	Power Reimbursements	Inc	5,000	5,000	4,170	5,953
I113020	Recreation Centre Hire	Inc	5,000	5,000	4,170	3,190
I113025	Reimbursements Other	Inc	0	0	0	2,518
I113030	Rec Centre Equipment Contributions	Inc	1,500	1,500	1,500	1,800
I113035	Sporting Club Leases	Inc	0	0	0	1,868
I113040	Other Recreation & Sport Contributions	Inc	54,695	45,692	45,692	33,339
I113055	Eric Farrow Pavillion Hire	Inc	5,000	5,000	4,170	4,095
I113065	Community Gym Membership	Inc	13,800	13,800	11,500	13,778
.			93,790	84,787	79,997	74,536
E113005	Sportsground Mtce	Exp	(115,555)	(115,555)	(96,395)	(89,004)

COA	Description	Type	Annual Budget	Amended Budget	YTD Budget	YTD Actual
E113010	Sportsground Building Mtce	Exp	(24,931)	(24,931)	(22,291)	(21,872)
E113015	Wetlands Park Mtce	Exp	(70,011)	(70,011)	(58,566)	(50,991)
E113020	Parks & Gardens Mtce	Exp	(49,099)	(49,099)	(40,946)	(57,675)
E113025	Puntapin Rock Mtce	Exp	(2,506)	(2,506)	(2,090)	(1,646)
E113030	Recreation Centre Mtce	Exp	(65,780)	(65,780)	(56,795)	(41,411)
E113035	Rec Staff Salaries	Exp	(19,853)	(19,853)	(16,550)	(3,145)
E113038	Rec Staff Leave/Wages Liability	Exp	0	0	0	0
E113040	Superannuation	Exp	(2,085)	(2,085)	(1,740)	(2,053)
E113045	Other Expenses	Exp	(1,200)	(1,200)	(1,000)	(562)
E113050	Norring Lake Mtce	Exp	(3,400)	(3,400)	(2,855)	(2,821)
E113065	Eric Farrow Pavilion Mtce	Exp	(23,145)	(23,145)	(19,774)	(19,696)
E113070	Rec Centre Sports Equipment	Exp	(2,000)	(2,000)	(1,670)	(1,615)
E113075	Interest on Loan 131 - Rec Centre	Exp	(1,707)	(1,707)	(942)	(910)
E113095	Community Gym Expenditure	Exp	(11,250)	(11,250)	(9,380)	(7,010)
E113100	Administration Allocated	Exp	(116,535)	(116,535)	(97,110)	(97,110)
E113190	Depreciation - Other Rec & Sport	Exp	(392,093)	(392,093)	(326,750)	(327,389)
			(901,150)	(901,150)	(754,854)	(724,910)
	Library					
I115005	Lost Books	Inc	50	50	50	0
I115010	Reimbursements	Inc	100	100	100	0
			150	150	150	0
E115005	Library Staff Salaries	Exp	(52,700)	(52,700)	(43,920)	(41,685)
E115008	Library Leave/Wages Liability	Exp	0	0	0	0
E115015	Library Building Mtce	Exp	(10,481)	(10,481)	(8,821)	(3,960)
E115020	Library Other Expenses	Exp	(7,800)	(7,800)	(6,674)	(3,932)
E115190	Depreciation - Libraries	Exp	(16,210)	(16,210)	(13,510)	(13,501)
			(87,191)	(87,191)	(72,925)	(63,078)
	Other Culture					
I116035	Long Table Experience Income	Inc	0	0	0	0
I116065	Electronic Sign Advertising Income	Inc	3,000	3,000	2,500	1,591
I119015	Contribution to Woolorama	Inc	1,000	1,000	1,000	0
I119020	Reimbursements	Inc	9,000	0	0	0
I119030	Community Events Income	Inc	2,000	32,000	32,000	26,000
I119031	Other Culture Grant Funds	Inc	10,000	1,000	1,000	1,000
I113078	SS Loan 141 - Interest & Gtee Fee Reimbursement	Inc	4,977	4,977	2,489	3,821
			29,977	41,977	38,989	32,412
E116005	Subsidy Woolorama Committee	Exp	(500)	(500)	(500)	0
E116010	Woolorama Costs & Maintenance	Exp	(65,136)	(65,136)	(54,426)	(61,564)
E113077	Interest on Loan 141 - SSL Wagin Ag	Exp	(2,809)	(2,809)	(1,482)	(1,482)
E116015	Community Centre Mtce	Exp	(15,837)	(15,837)	(13,327)	(6,780)
E116020	Historical Village	Exp	(2,166)	(2,166)	(2,046)	(2,909)

COA	Description	Type	Annual Budget	Amended Budget	YTD Budget	YTD Actual
E116035	Long Table Experience Expenditure	Exp	0	0	0	0
E116045	Community Development Events	Exp	(31,463)	(29,945)	(24,950)	(24,792)
E116046	Community Development Equipment Maintenance	Exp	0	0	0	0
E116055	Other Culture Grant Funds Exp	Exp	0	(31,000)	(31,000)	(26,101)
E116060	Betty Terry Theatre Expenditure	Exp	(3,215)	(3,215)	(2,812)	(2,126)
E116065	Electronic Sign Expenditure	Exp	(2,500)	(2,500)	(2,102)	(4,233)
E116070	Court House Expenditure	Exp	(4,836)	(4,836)	(4,474)	(4,689)
E116075	NAB Building Expenditure	Exp	(4,586)	(4,586)	(3,810)	(2,049)
E116190	Depreciation - Other Culture	Exp	(99,193)	(99,193)	(82,660)	(82,615)
			(232,241)	(261,723)	(223,589)	(219,340)
Total Recreation & Culture Income			156,617	159,614	151,506	136,475
Total Recreation & Culture Expenditure			(1,898,417)	(1,927,899)	(1,618,001)	(1,547,275)
Transport						
Streets Roads Bridges & Depot Construction						
I121005	Direct Road Grants	Inc	138,346	138,346	138,346	141,414
I121010	Road Project Grants	Inc	395,186	395,186	316,148	196,265
I121015	Roads to Recovery Grant	Inc	312,145	312,145	312,145	274,698
I121020	Reimbursements	Inc	1,000	1,000	0	0
I121025	Contribution - St Lighting	Inc	5,000	5,000	0	0
I121070	Main Roads Bridge Grant	Inc	0	0	0	0
I121076	LRICIP Funding	Inc	237,336	237,336	118,668	435,906
I147125	Storm Damage Reimbursements	Inc	0	0	0	0
			1,089,013	1,089,013	885,307	1,048,283
Streets Roads Bridges & Depot Maintenance						
I122055	Diesel Fuel Rebate Income	Inc	55,000	55,000	45,830	32,762
			55,000	55,000	45,830	32,762
E122005	Road Maintenance	Exp	(110,000)	(110,000)	(91,660)	(64,530)
E122006	Maintenance Grading	Exp	(200,000)	(200,000)	(166,670)	(169,159)
E122007	Rural Tree Pruning	Exp	(80,000)	(80,000)	(66,680)	(75,663)
E122008	Rural Spraying	Exp	(10,000)	(10,000)	(8,330)	(9,850)
E122009	Town Site Spraying	Exp	(20,000)	(20,000)	(16,680)	(13,203)
E122010	Depot Mtce	Exp	(19,418)	(19,418)	(16,358)	(13,393)
E122011	Town Reserve & Verg Mtce	Exp	(10,000)	(10,000)	(8,330)	(3,120)
E122012	Bridge & Drainage Mtce	Exp	(22,500)	(22,500)	(18,760)	(7,171)
E122015	Rural Numbering	Exp	0	0	0	0
E122020	Footpath Mtce	Exp	(5,000)	(5,000)	(4,180)	(2,062)
E122025	Street Cleaning	Exp	(45,000)	(45,000)	(37,500)	(33,464)
E122030	Street Trees	Exp	(65,000)	(65,000)	(54,170)	(40,028)
E122035	Traffic & Street Signs Mtce	Exp	(4,000)	(4,000)	(3,330)	(1,362)
E122045	Townscape	Exp	(45,000)	(45,000)	(37,527)	(43,369)

COA	Description	Type	Annual Budget	Amended Budget	YTD Budget	YTD Actual
E122050	Crossovers	Exp	(500)	(500)	(420)	(843)
E122055	RoMan Data Collection	Exp	(11,500)	(11,500)	(11,500)	(7,318)
E122060	Street Lighting	Exp	(70,000)	(70,000)	(58,330)	(57,710)
E122090	Graffiti Removal	Exp	0	0	0	(36)
E122100	Administration Allocated	Exp	(53,499)	(53,499)	(44,580)	(44,580)
E122105	Loss on Sale of Asset	Exp	0	0	0	0
E122190	Depreciation - Roads	Exp	(2,002,289)	(2,002,289)	(1,668,570)	(1,668,097)
E147120	Storm Damage - Not Claimable	Exp	0	0	0	(2,134)
			(2,773,706)	(2,773,706)	(2,313,575)	(2,257,092)
	Road Plant Purchases					
I122100	Profit on Sale of Asset	Inc	50,245	48,698	48,698	6,872
			50,245	48,698	48,698	6,872
E123010	Loss on Sale of Asset	Exp	0	0	0	0
			0	0	0	0
	Aerodrome					
I126015	Aerodrome Reimbursements/Grants	Inc	298,755	298,755	298,755	258,016
I126020	Aerodrome Hangar Lease	Inc	9,000	9,000	9,000	10,636
			307,755	307,755	307,755	268,652
E126005	Aerodrome Maintenance	Exp	(12,404)	(12,404)	(10,484)	(8,732)
E126190	Depreciation - Aerodromes	Exp	(44,961)	(44,961)	(37,460)	(37,447)
			(57,365)	(57,365)	(47,944)	(46,179)
	Total Transport Income		1,502,013	1,500,466	1,287,590	1,356,569
	Total Transport Expenditure		(2,831,071)	(2,831,071)	(2,361,519)	(2,303,271)
	Economic Services					
	Rural Services					
I131020	Landcare Reimbursements	Inc	78,250	78,250	65,210	64,183
			78,250	78,250	65,210	64,183
E131020	Landcare	Exp	(112,000)	(112,000)	(93,512)	(88,546)
E131030	Rural Towns Program	Exp	(18,000)	(18,000)	(15,026)	(14,638)
E131100	Administration Allocated	Exp	(16,055)	(16,055)	(13,380)	(13,380)
E131140	Water Management Plan / Harvesting	Exp	(10,000)	(10,000)	(8,375)	(10,680)
E131190	Depreciation - Rural Services	Exp	0	0	0	0
			(156,055)	(156,055)	(130,293)	(127,244)
	Tourism & Area Promotion					
I132005	Caravan Park Fees	Inc	70,000	70,000	58,330	60,267
I132010	Reimbursements	Inc	1,000	1,000	830	44
I132015	RV Area Fees	Inc	15,000	15,000	12,500	6,906

COA	Description	Type	Annual Budget	Amended Budget	YTD Budget	YTD Actual
I132035	Tourism Income	Inc	0	0	0	0
			86,000	86,000	71,660	67,217
E132010	Wagin Tourism Committee	Exp	0	0	0	0
E132015	Caravan Park Manager Salary	Exp	(33,000)	(33,000)	(27,591)	(29,268)
E132020	Caravan Park Mtce	Exp	(50,886)	(50,886)	(42,516)	(38,417)
E132023	Caravan Leave/Wages Liability	Exp	0	0	0	0
E132025	Subsidy Historic Village	Exp	(8,500)	(8,500)	(8,500)	0
E132035	RV Area Maintenance	Exp	(8,598)	(8,598)	(7,170)	(9,332)
E132040	Tourism Promotion & Subscripts	Exp	(19,500)	(19,500)	(16,250)	(4,303)
E132050	Administration Allocated	Exp	(70,392)	(70,392)	(58,660)	(58,660)
E132190	Depreciation - Tourism	Exp	(19,446)	(19,446)	(16,200)	(16,196)
			(210,322)	(210,322)	(176,887)	(156,176)
	Building Control					
I133005	Building Licenses	Inc	8,000	8,000	6,670	2,444
I133010	Swimming Pool Inspection Fees	Inc	0	0	0	0
I142010	Sale of Land	Inc	0	0	0	0
			8,000	8,000	6,670	2,444
	Other Economic Services					
I134005	Water Sales	Inc	20,000	20,000	16,670	19,106
			20,000	20,000	16,670	19,106
E134005	Water Supply - Standpipes	Exp	(20,000)	(20,000)	(16,680)	(19,694)
E134190	Depreciation - Other Economic Services	Exp	(2,052)	(2,052)	(1,710)	(1,709)
			(22,052)	(22,052)	(18,390)	(21,403)
	Total Economic Services Income		192,250	192,250	160,210	152,950
	Total Economic Services Expenditure		(388,429)	(388,429)	(325,570)	(304,823)
	Other Property & Services					
	Private Works					
I141005	Private Works Income	Inc	20,000	20,000	16,670	17,153
			20,000	20,000	16,670	17,153
E141005	Private Works	Exp	(15,000)	(15,000)	(12,490)	(5,821)
E141100	Administration Allocated	Exp	(3,053)	(3,053)	(2,540)	(2,540)
			(18,053)	(18,053)	(15,030)	(8,361)
	Public Works Overheads					
I143020	Reimbursements	Inc	500	500	0	8,961
I143040	Workers Compensaion	Inc	0	0	0	0
			500	500	0	8,961

COA	Description	Type	Annual Budget	Amended Budget	YTD Budget	YTD Actual
E143005	Engineering Salaries	Exp	(117,801)	(117,801)	(98,170)	(89,780)
E143007	Engineering Administration Salaries	Exp	(62,007)	(62,007)	(51,670)	(53,910)
E143008	Works Leave/Wages Liability	Exp	0	0	0	0
E143009	Housing Allowance Works	Exp	(17,031)	(17,031)	(14,190)	(15,057)
E143015	CEO's Salary Allocation	Exp	(60,886)	(60,886)	(50,740)	(60,325)
E143020	Engineering Superannuation	Exp	(120,687)	(120,687)	(100,570)	(92,975)
E143025	Engineering - Other Expenses	Exp	(5,000)	(5,000)	(4,170)	(1,140)
E143030	Sick Holiday & Allowances Pay	Exp	(165,000)	(165,000)	(137,500)	(131,130)
E143040	Workers Compensation	Exp	0	0	0	(380)
E143045	Insurance on Works	Exp	(38,318)	(38,318)	(38,318)	(38,318)
E143050	Protective Clothing	Exp	(8,000)	(8,000)	(6,670)	(2,610)
E143055	Fringe Benefits	Exp	(1,000)	(1,000)	(1,000)	0
E143060	CEO's Vehicle Allocation	Exp	(1,000)	(1,000)	(830)	(528)
E143065	MOW - Vehicle Expenses	Exp	(8,000)	(8,000)	(6,763)	(6,377)
E143075	Telephone Expenses	Exp	(1,500)	(1,500)	(1,250)	(1,122)
E143080	Staff Licenses	Exp	(500)	(500)	(420)	(104)
E143085	Safety Equipment & Meetings	Exp	(4,000)	(4,000)	(3,330)	(1,474)
E143090	Conferences & Courses	Exp	(1,500)	(1,500)	(1,250)	0
E143095	Staff Training	Exp	(15,000)	(15,000)	(12,510)	(4,296)
E143105	Administration Allocated	Exp	(1,156)	(1,156)	(960)	(960)
E143200	LESS PWOH ALLOCATED	Exp	628,377	628,377	523,660	496,459
			(9)	(9)	(6,651)	(4,027)
	Plant Operation Costs					
I144005	Sale of Scrap	Inc	1,500	1,500	1,250	0
I144010	Reimbursements	Inc	4,000	4,000	3,330	0
			5,500	5,500	4,580	0
E144010	Fuel & Oils	Exp	(180,000)	(180,000)	(150,000)	(149,660)
E144020	Tyres & Tubes	Exp	(20,000)	(20,000)	(16,670)	(14,164)
E144030	Parts & Repairs	Exp	(85,000)	(85,000)	(70,840)	(49,112)
E144040	Plant Repair - Wages	Exp	(25,000)	(25,000)	(20,830)	(25,103)
E144050	Insurance and Licences	Exp	(35,000)	(35,000)	(32,797)	(29,458)
E144060	Expendable Tools-Consumables only	Exp	(10,000)	(10,000)	(8,330)	(880)
E144065	MV Insurance Claim Expenses	Exp	(1,000)	(1,000)	(830)	0
E144075	Minor Plant & Equipment <\$5000	Exp	(8,000)	(8,000)	(6,670)	(3,381)
E144200	LESS POC ALLOCATED-PROJECTS	Exp	364,000	364,000	303,340	241,379
			0	0	(3,627)	(30,379)
	Salaries & Wages					
E146010	Gross Salaries, Allowances & Super	Exp	(2,339,945)	(2,339,945)	(1,949,950)	(2,235,457)
E146200	Less Sal , Allow, Super Allocated	Exp	2,339,945	2,339,945	1,949,960	2,235,457
			0	0	10	0

COA	Description	Type	Annual Budget	Amended Budget	YTD Budget	YTD Actual
	Unclassified					
I147005	Commission - Vehicle Licensing	Inc	50,000	50,000	41,670	37,831
I147006	Commission - TransWA	Inc	500	500	420	128
I147007	Reimbursement - OHS	Inc	500	500	420	0
I147035	Banking errors	Inc	0	0	0	0
I147050	Council Staff Housing Rental	Inc	34,300	34,300	28,580	29,861
I147065	Insurance Reimbursement	Inc	0	0	0	1,656
I147070	Council Housing Reimbursements	Inc	0	0	0	1,238
I147085	NAB Buiding Rent	Inc	8,400	8,400	7,000	7,000
I147120	Charge on Private use of Shire Vehicle	Inc	360	360	240	0
I147121	Reimbursement - Community Requests	Inc	0	0	0	0
			94,060	94,060	78,330	77,714
E147015	Community Requests & Events - CEO Allocation	Exp	(3,000)	(3,000)	(2,500)	(113)
E147035	Banking Errors	Exp	0	0	0	0
E147050	Council Housing Maintenance	Exp	(92,214)	(92,214)	(77,876)	(66,012)
E147051	Interest on Loan 137 - Staff Housing	Exp	(7,201)	(7,201)	(6,067)	(6,067)
E147052	Interest on Loan 138 - Doctor Housing	Exp	(3,217)	(3,217)	(3,217)	(3,217)
E147055	Consultants	Exp	(40,000)	(40,000)	(33,330)	(2,588)
E147070	4WD Resource Sharing Group	Exp	(1,000)	(1,000)	(830)	(500)
E147090	Building Maintenance	Exp	(8,000)	(8,000)	(6,670)	(3,232)
E147100	Administration Allocated	Exp	(140,848)	(140,848)	(117,370)	(117,370)
E147115	Occupational Health & Safety (OHS)	Exp	(10,000)	(10,000)	(8,330)	(3,285)
E147130	Depreciation - Unclassified	Exp	(136,963)	(136,963)	(114,140)	(114,073)
E147150	Community Requests Budget	Exp	(20,000)	(20,000)	(16,670)	(18,271)
E147151	Community Donations/Sponsorship	Exp	(3,500)	(3,500)	(2,920)	(18)
			(465,943)	(465,943)	(389,920)	(334,746)
	Total Other Property & Services Income		120,060	120,060	99,580	103,828
	Total Other Property & Services Expenditure		(484,005)	(484,005)	(415,218)	(377,513)
	Total Income		6,288,529	6,985,874	6,433,533	6,372,345
	Total Expenditure		(8,420,373)	(8,493,965)	(7,111,819)	(6,823,367)
	Net Deficit (Surplus)		(2,131,844)	(1,508,091)	(678,286)	(451,022)



10.2 SCHEDULE OF ACCOUNTS PAYMENTS – APRIL 2023

PROPONENT:	Manager of Finance
OWNER:	Shire of Wagin
LOCATION/ADDRESS:	Shire of Wagin
AUTHOR OF REPORT:	Jenny Goodbourn, Manager of Finance
SENIOR OFFICER:	Ian McCabe, Chief Executive Officer
DATE OF REPORT:	11 May 2023
PREVIOUS REPORT(S):	08 April 2023
DISCLOSURE OF INTEREST:	N/A
STRATEGIC DOCUMENT REFERENCE	Local government (Financial Management) Regulations 1996
FILE REFERENCE:	N/A
ATTACHMENTS:	1. Payments List

OFFICER RECOMMENDATION

Moved Cr

Seconded Cr

That Council:

- 1 Endorses the list of accounts paid by the Chief Executive Officer under delegated authority, during April:**
 - EFT Payments EFT13247 – EFT13366, Cheque Payments 146 – 152 and Direct Debit Payments DD5163.1 – DD5184.26 from the Municipal Account totalling \$507,099.90.**
 - EFT Payment EFT13299 – EFT13307 and Direct Debit Payment DD5157.1 from the Restricted Funds Account totalling \$1,020.00.**
 - Credit card Payments totalling \$2,352.56.**

Carried 0/0

BRIEF SUMMARY

This item presents the schedule of payments made during March for Council approval in accordance with Regulation 13 of the Local Government (Financial Management) Regulations 1996.

BACKGROUND/COMMENT

The Local Government has delegated authority to the CEO to make payments from the municipal fund or the restricted fund as required. A list of all the payments is to be prepared each month showing all accounts paid since the last list was prepared.



All accounts paid have been fully checked and are supported by purchase orders and certified as to the receipt of goods and/or services and compliant with the Shire of Wagin purchasing policy.

CONSULTATION/COMMUNICATION

Nil

STATUTORY/LEGAL IMPLICATIONS

Local government (Financial Management) Regulations 1996

(1) If the local government has delegated to the CEO the exercise of its power to make payments from the municipal fund or the trust fund, a list of accounts paid by the CEO is to be prepared each month showing for each account paid since the last such list was prepared

- (a) the payee's name;
- (b) the amount of the payment;
- (c) the date of the payment; and
- (d) sufficient information to identify the transaction. (

2) A list of accounts for approval to be paid is to be prepared each month showing —

(a) for each account which requires council authorisation in that month —

- (i) the payee's name; (ii) the amount of the payment; and
- (iii) sufficient information to identify the transaction; and

(b) the date of the meeting of the council to which the list is to be presented.

(3) A list prepared under subregulation (1) or (2) is to be —

- (a) presented to the council at the next ordinary meeting of the council after the list is prepared; and
- (b) recorded in the minutes of that meeting.

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

All expenditure has been approved via adoption of the 2022/23 Annual Budget or resulting from a Council Motion for a budget amendment.

STRATEGIC IMPLICATIONS

Nil

VOTING REQUIREMENTS

Simple Majority

SHIRE OF WAGIN
STATEMENT OF PAYMENTS
For the Period Ended 30 April 2023

Municipal Funds Account - List of Payments

Cheque Payment

Chq/EFT	Date	Name	Description	Amount
146	05/04/2023	Synergy	Electricity Bill Woolorama Costs & Maintenance 21 February - 20 March 2023	(3,334.89)
147	05/04/2023	Telstra	DCEO Ipad - March 2023	(45.00)
148	05/04/2023	Water Corporation	Water Usage Standpipe Ballagin Road 19 January - 20 March 2023	(35,844.61)
149	20/04/2023	Synergy	Electricity Bill Street Lights 25 February - 24 March 2023	(5,796.83)
150	20/04/2023	Telstra	Swimming Pool Mobile - March 2023	(1,393.28)
151	20/04/2023	Wagin Pharmacy	Urinalysis Test Strips	(80.97)
152	20/04/2023	Shire of Wagin	Coles - Business Sundowner Supplies	(50.95)
Cheque Payments Total				(46,546.53)

EFT Payments

EFT13247	05/04/2023	AAA Asphalt Surfaces	Bulka bag of cold mix (Site 7 - level and repair pre winter)	(544.50)
EFT13248	05/04/2023	AMPAC Debt Recovery	Commissions and Costs for the month of March 2023	(1,399.66)
EFT13249	05/04/2023	APPS Plumbing & Gas Wagin	Repair copper pipe near tap on Crisp Wireless shed (rear of Wine baa)	(315.70)
EFT13250	05/04/2023	ATC Work Smart	E-Rua's Wages - Split 76 Hours (Date Paid 4/03/2023)	(4,093.05)
EFT13251	05/04/2023	Alexander Galt And Co Pty Ltd	4L White Paint 2x 100mm Flat Brushes	(294.50)
EFT13252	05/04/2023	Boc Gases	R020D2 Oxygen, R020G Oxygen, R040G Dissolved Acetylene, R065E2 Argoshield, Container Service Charge 26.02.2023 - 28.03.2023	(60.05)
EFT13253	05/04/2023	Bronwyn Hegarty	Members Sitting Fees 2 Ordinary Council Meetings - 28/02/2023 & 28/03/2023 1 Special Council Meeting - 20/02/2023 1 Committee Meeting - Audit 14/03/2023	(760.50)
EFT13254	05/04/2023	Bryan Leslie Kilpatrick	Members Sitting Fees 2 Ordinary Council Meetings - 28/02/2023 & 28/03/2023 1 Special Council Meeting - 20/02/2023	(698.00)
EFT13255	05/04/2023	Chubb Security Australia	Monitor Dialler - Medical Centre 1/04/2023 - 30/06/2023	(363.14)
EFT13256	05/04/2023	Command A Com	Shire Administration Office - Phone and Fax Service - March 2023	(226.40)
EFT13257	05/04/2023	Cr Phillip Blight	Presidents Allowance 3/4	(4,255.00)
EFT13258	05/04/2023	Doms Delicatessen of Wagin	Thank a Volunteer Day 15th February - 45 mixed wraps/ rolls as discussed with D George.	(343.00)
EFT13259	05/04/2023	Exurban	Town Planning Consulting Services - March 2023	(3,882.25)
EFT13260	05/04/2023	Fuel Distributors Of WA Pty Ltd	Diesel - Homecare Bus	(347.91)
EFT13261	05/04/2023	Fulton Hogan Industries Pty Ltd	2 Coat Seal - Jalaran Road	(118,485.95)
EFT13262	05/04/2023	Goodyear Autocare Wagin	2x Tyres	(1,304.00)
EFT13263	05/04/2023	Gregory Robert Ball	Deputy Presidents Allowance 3/4	(1,666.05)
EFT13264	05/04/2023	Harrington Bros	3000m2 Gravel @ \$1.35 + GST per metre	(4,455.00)
EFT13265	05/04/2023	Heather Bartram	Relief Pool Manager - 3/03/2023	(462.30)
EFT13266	05/04/2023	IMCO Australasia	Repair bags (50x 20kg) as per quote - Wetland paths	(2,337.50)
EFT13267	05/04/2023	Ian James McCabe	Reimbursement for 2x Mixer Taps to replace faulty units	(233.97)
EFT13268	05/04/2023	Kee Hire	Cleaning Charge for Hire of Roller	(121.00)
EFT13269	05/04/2023	Komatsu Australia Pty Ltd	Cutting edges, Bolts, Nuts & Washers - Komatsu Grader (P12)	(3,152.13)
EFT13270	05/04/2023	Landgate - Midland	Update aerial imagery	(258.30)
EFT13271	05/04/2023	Liberty Oil Australia Pty Ltd	5,000L Diesel, 2,000L Unleaded	(12,071.70)
EFT13272	05/04/2023	Marleys Diesel & Ag	Service John Deere Tractor	(1,062.32)
EFT13273	05/04/2023	McIntosh & Son	1x Hose Assy (281948A2)	(116.41)
EFT13274	05/04/2023	Muriel Ann O'Brien	Members Sitting Fees 2 Ordinary Council Meetings - 28/02/2023 & 28/03/2023 1 Special Council Meetings - 20/02/2023	(698.00)
EFT13275	05/04/2023	NNT Uniforms	2022 - 2023 Staff Uniform Order - Emily Edwards.	(223.81)
EFT13276	05/04/2023	Narrogin Packaging And Motorcycles	2x 80mm PVC Coupling 2x 80mm Slip Fix 1x 50mm Slip Fix 1x 50mm Coupling	(369.35)
EFT13277	05/04/2023	Officeworks	March Stationery Order #1002891240	(484.46)
EFT13278	05/04/2023	Pool & Pump Services	Supply one injection valve as per Quote # Q00794	(659.78)
EFT13279	05/04/2023	Putland Motors	Service W9800 Including 2x New Tyres (Fit & Balanced)	(655.30)

EFT13280	05/04/2023	Sherryl Maree Chilcott	Members Sitting Fees 2 Ordinary Council Meetings - 28/02/2023 & 28/03/2023 1 Special Council Meeting - 20/02/2023 1 Committee Meeting - Audit 14/03/2023	(760.50)
EFT13281	05/04/2023	Shire of Narrogin	Health Officer - December 2022 (8.5 Hours) Vehicle Charge Out (300km)	(1,364.00)
EFT13282	05/04/2023	Shire of Wagin	Community Bus Hire - 20/02/2023 119km @ \$0.75 p/km 27L of Fuel @ \$1.6183	(132.94)
EFT13283	05/04/2023	Sigma Chemicals	Pool Chemical As per Quote #167511	(2,033.13)
EFT13284	05/04/2023	Team Global Express Pty Ltd	Delivery from Sigma Chemicals	(559.33)
EFT13285	05/04/2023	WA Contract Ranger Services Pty Ltd	Ranger Services 11/03/2023, 21/03/2023 & 30/03/2023	(1,567.50)
EFT13286	05/04/2023	Wade Joseph Longmuir	Members Sitting Fees 2 Ordinary Council Meetings - 28/02/2023 & 28/03/2023 1 Special Council Meeting - 20/02/2023	(698.00)
EFT13287	05/04/2023	Wagin & Herald Street	Microchip Fee - Evelyn Iles	(66.00)
EFT13288	05/04/2023	Wagin Agri Services	60x 25kg NPK Nutrien Fertiliser	(4,480.40)
EFT13289	05/04/2023	Wagin Bowling Club Inc	Payment for supply of 3,000m gravel from Peter Spooner	(4,455.00)
EFT13290	05/04/2023	Wagin Chamber Of Commerce	2023/2024 Wagin Chamber of Commerce Calendar Advertisement and Membership	(150.00)
EFT13291	05/04/2023	Wagin Cottage Homes Inc	Temporary accomodation CDO Julie Christensen - Fortnightly Rent	(768.00)
EFT13292	05/04/2023	Wagin Mechanical Repairs	50,000km service	(392.25)
EFT13293	05/04/2023	Wagin Mowers	Purchase of 3.5 kva generator	(2,304.50)
EFT13294	05/04/2023	Wagin Truck Centre	1x Radiator Hose 4x Hose Clamps	(206.85)
EFT13295	05/04/2023	Wallis Computer Solutions	Microsoft business premium licenses - new staff members	(1,736.20)
EFT13296	05/04/2023	West Arthur Community	Printing Costs - March 2023	(22.95)
EFT13297	05/04/2023	Western Australian Local Government Association	LGA30120 Certificate III in Local Government 2023 - Marcie Smith	(1,574.50)
EFT13298	05/04/2023	Westrac Equipment	Reshim Turn Circles & Replace Light Globes - Caterpillar Grader (P10)	(4,873.14)
EFT13301	06/04/2023	Great Southern Rammed Earth	Construct Cement Floodway - Stott/Ginn Road	(14,960.00)
EFT13302	13/04/2023	Australian Services Union	Payroll deductions	(25.90)
EFT13303	13/04/2023	Wagin Woodanilling Landcare	Payroll deductions	(42.00)
EFT13308	20/04/2023	3E Advantage Pty Limited	Photocopier Charges 1/03/2023 - 31/03/2023	(1,032.96)
EFT13309	20/04/2023	A G Brookes Excavations	Mulching 450m on River Tarn	(1,320.00)
EFT13310	20/04/2023	APPS Plumbing & Gas Wagin	Repair of female toilet in Rec Centre	(589.60)
EFT13311	20/04/2023	Aerodrome Management Services Pty Ltd	Purchase of PALBA20CLEAR-PAL fitting c/w BA20 lamp holder	(3,896.75)
EFT13312	20/04/2023	Alexander Galt And Co Pty Ltd	Piesseville Hall path - 800kg Concrete in 20kg bags	(913.58)
EFT13313	20/04/2023	Australia Post	Postage - March 2023	(334.02)
EFT13314	20/04/2023	Australian Communications Authority	Land Mobile/CBRS Repeater on Condinging Hill Piesseville	(45.00)
EFT13315	20/04/2023	Australian Taxation Office	BAS - March 2023	(23,255.00)
EFT13316	20/04/2023	BGL Solutions	Turf Renovations Sweep, Aeration Core Sweeping & Low Mow Vertidrain Verti, Vertimow/Scarify & Sweep	(14,388.00)
EFT13317	20/04/2023	BKS Electrical Pty Ltd	Various CCTV - re adjust view manual - resolve recording issue	(478.50)
EFT13318	20/04/2023	Beaufort River Dolomite	10T of Dolomite	(484.00)
EFT13319	20/04/2023	Boddington Medical Centre	Employment medical - Julie Hosking	(176.00)
EFT13320	20/04/2023	Bunbury Machinery	3x Toro Mower Blades	(564.28)
EFT13321	20/04/2023	Bunnings Group Ltd (Australia)	Modular Kitchen as per quote Quotation No: 314372381 National Bank Kitchen Fit out for residents Freight from Bunnings Harrisdale to Wagin	(9,232.37)
EFT13322	20/04/2023	Command A Com	Maintenance Renewal Charges 1/05/2023 - 1/08/2023	(214.50)
EFT13323	20/04/2023	Complete Office Supplies Pty	March stationery order - # 22879531	(254.00)
EFT13324	20/04/2023	Express Print	Supply Of 2000 Window Faced And 1000 Secretive DI Envelopes Printed With Shire Logo. As Per Quote 73,774.	(324.50)
EFT13325	20/04/2023	Fuel Distributors Of WA Pty Ltd	Unleaded - Homecare Managers Vehicle (P80)	(273.65)
EFT13326	20/04/2023	GA Franz	Repair to steet planter boxes following collision as per quote provided 19.11.22	(1,870.00)
EFT13327	20/04/2023	GGJ Consultants	Home Care Policies & Procedures Support 1/04/2023 - 31/03/2024	(825.00)
EFT13328	20/04/2023	Geoffrey Kenneth Benjamin West	Members Sitting Fees 2 Ordinary Council Meetings - 28/02/2023 & 28/03/2023 1 Special Meeting - 20/02/2023 Cr Representation	(698.00)
EFT13329	20/04/2023	Goodyear Autocare Wagin	4x Tyres	(3,040.00)
EFT13330	20/04/2023	Great Southern Fuel Supply	Unleaded Fuel - Darkan Homecare Vehicle (P86)	(512.46)
EFT13331	20/04/2023	Great Southern Waste Disposal	Management of Facility - Labour & Machine - March 2023	(27,049.44)

EFT13332	20/04/2023	Hall Electrical & Data Services	Town Hall - Investigate and repair RCD cutting out (Extra RCD may be required as 'load' too high)	(846.56)
EFT13333	20/04/2023	IT Vision	Update to Synergy Imagery	(554.40)
EFT13334	20/04/2023	Ian James McCabe	Reimbursement for March Internet Charges - 5 Marks Court and replacement light bulbs	(115.39)
EFT13335	20/04/2023	Kirsty Simkins	Reimbursement for Ordinary Council Meeting Refreshments	(101.45)
EFT13336	20/04/2023	Liberty Oil Australia Pty Ltd	5000L Diesel	(8,915.00)
EFT13337	20/04/2023	MCG Fire Services	Service Fire Equipment - Historical Village	(3,077.80)
EFT13338	20/04/2023	McIntosh & Son	Hose Assy Including Freight	(176.91)
EFT13339	20/04/2023	Midalia Steel Pty Ltd	Piesseville Hall path - 5 sheets of SL52 weldmesh	(379.39)
EFT13340	20/04/2023	Officeworks	400 Key Capacity For Administration Office. order number 1003046059	(353.95)
EFT13341	20/04/2023	Public Transport Authority	Trans WA Ticket Sales minus Agent Commission	(35.20)
EFT13342	20/04/2023	Rylan Pty Ltd	Supply and lay mountable kerb at cemetery	(20,265.30)
EFT13343	20/04/2023	Samantha Chellen	Reimbursement for Police Clearance	(58.70)
EFT13345	20/04/2023	St John Ambulance WA	4 x new snakebite kits @ \$19.95 ea (\$79.80) Wall mount @ \$34.00 1 x large red motor kit @ \$65.00 2 x small red motor @ \$19.97	(985.50)
EFT13346	20/04/2023	Steve Taylor	Annual OSH Process Anniversary - April 2023 to April 2024 Including 12 months revision and updating of OSH processes and web page	(2,200.00)
EFT13347	20/04/2023	Team Global Express Pty Ltd	Delivery Charges	(71.30)
EFT13348	20/04/2023	Two Sisters Cafe and	15x Wraps	(344.00)
EFT13349	20/04/2023	Visimax	Permit to set fire to the bush (with recent changes to Notes and Regulation 17B (7))	(539.33)
EFT13350	20/04/2023	WA Contract Ranger Services	Ranger Services 6/04/2023 & 11/04/2023	(1,045.00)
EFT13351	20/04/2023	WA Country Health Service -	Main Meals and Sweets Supplied March 2023	(188.10)
EFT13352	20/04/2023	WA Reticulation Supplies	2x Male Adaptor 2x Rubber Gaskets 2x Flanges	(138.78)
EFT13353	20/04/2023	Wagin & Herald Street	Microchipping Fee - Joel Winmar	(70.00)
EFT13354	20/04/2023	Wagin Agri Services	2x 45kg Gas Bottles	(340.00)
EFT13355	20/04/2023	Wagin Community Resource Centre	Fire Weather Officer - Public Notice. Full Page Colour - Wool Press 6 April 2023.	(60.00)
EFT13356	20/04/2023	Wagin Cottage Homes Inc	Temporary accomodaiton CDO Julie Christensen	(512.00)
EFT13357	20/04/2023	Wagin District Farmers Co-	Woolorama Event - Breakfast Refreshments	(654.33)
EFT13358	20/04/2023	Wagin Meats	End of season Party - Saturday the 1st April - 100 sausages Drop off Friday 31st March to pool after 1pm	(239.00)
EFT13359	20/04/2023	Wagin Mechanical Repairs	4x Tyres	(2,165.30)
EFT13360	20/04/2023	Wagin Mowers	Repairs to John Deere Mower	(661.75)
EFT13361	20/04/2023	Wagin Panel & Paint	Excess - Front bumper/fender repairs	(371.50)
EFT13362	20/04/2023	Wagin Pre-Mix Concrete	10m3 Sand - to repair oval	(330.00)
EFT13363	20/04/2023	Wagin State Emergency Service	Quarterly Report Underclaimed 31st March - \$117.99 4th Quarter - \$8687.25	(8,805.24)
EFT13364	20/04/2023	Wagin Truck Centre	Antenna Base	(37.05)
EFT13365	27/04/2023	Australian Services Union	Payroll deductions	(25.90)
EFT13366	27/04/2023	Wagin Woodanilling Landcare	Payroll deductions	(42.00)
EFT Payments Total				(356,051.82)
Direct Debit Payments				
DD5163.1	13/04/2023	Aware Super	Payroll deductions	(4,848.92)
DD5163.2	13/04/2023	National Mutual Retirement	Superannuation contributions	(163.43)
DD5163.3	13/04/2023	HUB24 Super Fund	Superannuation contributions	(233.60)
DD5163.4	13/04/2023	ASGARD Super	Superannuation contributions	(120.86)
DD5163.5	13/04/2023	Netwealth Superannuation	Superannuation contributions	(297.73)
DD5163.6	13/04/2023	VicSuper	Superannuation contributions	(216.41)
DD5163.7	13/04/2023	Rest Administration	Superannuation contributions	(1,643.48)
DD5163.8	13/04/2023	Bt Super	Superannuation contributions	(420.80)
DD5163.9	13/04/2023	Hesta Super Fund	Superannuation contributions	(1,153.08)
DD5167.1	26/04/2023	Bankwest	A/DCEO -Rebecca West - Doctors Accommodation	(2,352.56)
DD5176.1	27/04/2023	Aware Super	Payroll deductions	(5,283.34)
DD5176.2	27/04/2023	HUB24 Super Fund	Superannuation contributions	(233.60)
DD5176.3	27/04/2023	ASGARD Super	Superannuation contributions	(79.84)
DD5176.4	27/04/2023	Netwealth Superannuation	Superannuation contributions	(297.73)
DD5176.5	27/04/2023	VicSuper	Superannuation contributions	(213.56)
DD5176.6	27/04/2023	Rest Administration	Superannuation contributions	(1,595.36)
DD5176.7	27/04/2023	Hesta Super Fund	Superannuation contributions	(1,112.39)
DD5176.8	27/04/2023	Australian Super Administration	Superannuation contributions	(2,932.74)
DD5176.9	27/04/2023	Hostplus	Superannuation contributions	(95.23)
DD5184.1	05/04/2023	Department Of Transport	Daily Licensing Takings 03/04/2023	(2,970.35)
DD5184.2	18/04/2023	Department Of Transport	Daily Licensing Takings 14/04/2023	(6,786.05)
DD5184.3	18/04/2023	Western Australian Treasury	Loan Repayment 138 April 2023	(7,787.04)

DD5184.4	19/04/2023	Department Of Transport	Daily Licensing Takings 17/04/2023	(3,787.45)
DD5184.5	20/04/2023	Department Of Transport	Daily Licensing Takings 18/04/2023	(3,579.20)
DD5184.6	21/04/2023	Department Of Transport	Daily Licensing Takings 21/04/2023	(1,780.95)
DD5184.7	21/04/2023	Payrix	Synergy On Line Transaction Fee	(26.49)
DD5184.8	24/04/2023	Department Of Transport	Daily Licensing Takings 20/04/2023	(8,861.75)
DD5184.9	24/04/2023	Western Australian Treasury	Loan Repayment 137 April 2023	(1,907.86)
DD5155.18	03/04/2023	Department Of Transport	Daily Licensing Takings 30/03/2023	(2,464.90)
DD5155.19	03/04/2023	Bankwest	Merchant Fee Swimming Pool March 2023	(281.89)
DD5155.20	04/04/2023	Department Of Transport	Daily Licensing Takings 31/03/2023	(1,515.15)
DD5163.10	13/04/2023	Australian Super Administration	Superannuation contributions	(2,788.37)
DD5163.11	13/04/2023	Hostplus	Superannuation contributions	(96.69)
DD5163.12	13/04/2023	North Personal Superannuation	Superannuation contributions	(269.94)
DD5163.13	13/04/2023	Prime Super	Superannuation contributions	(257.57)
DD5163.14	13/04/2023	smartMonday Prime	Superannuation contributions	(103.58)
DD5176.10	27/04/2023	North Personal Superannuation	Superannuation contributions	(269.94)
DD5176.11	27/04/2023	Prime Super	Superannuation contributions	(256.71)
DD5176.12	27/04/2023	smartMonday Prime	Superannuation contributions	(102.12)
DD5176.13	27/04/2023	National Mutual Retirement	Superannuation contributions	(163.43)
DD5184.10	26/04/2023	Department Of Transport	Daily Licensing Takings 2104/2023	(676.90)
DD5184.11	23/04/2023	Messages On Hold Australia Pty Ltd	Provision of Programming & Equipment 23/04/2023 - 22/07/2023	(251.07)
DD5184.12	06/04/2023	Department Of Transport	Daily Licensing Takings 04/04/2023	(3,370.60)
DD5184.13	27/04/2023	Department Of Transport	Daily Licensing Takings 24/04/2023	(4,655.60)
DD5184.14	20/04/2023	Aussie Broadband Pty Ltd	Broadband April 2023	(316.00)
DD5184.15	28/04/2023	Department Of Transport	Daily Licensing Takings 26/04/2023	(11,860.25)
DD5184.16	28/04/2023	National Australia Bank	Monthly Package Fee	(10.00)
DD5184.20	11/04/2023	Department Of Transport	Daily Licensing Takings 05/04/2023	(2,599.90)
DD5184.21	12/04/2023	Department Of Transport	Daily Licensing Takings 06/04/2023	(1,620.85)
DD5184.22	13/04/2023	Department Of Transport	Daily Licensing Takings 11/04/2023	(4,005.55)
DD5184.23	14/04/2023	Department Of Transport	Daily Licensing Takings 12/04/2023	(2,182.40)
DD5184.24	14/04/2023	Payrix	Synergy On Line Transaction Fee	(8.64)
DD5184.25	17/04/2023	Sandwai Pty Ltd	April Monthly Fee for Sandwai	(484.00)
DD5184.26	17/04/2023	Department Of Transport	Daily Licensing Takings 13/04/2023	(3,107.70)
Direct Debit Payments Total				(104,501.55)
Municipal Account - Payments Total				(507,099.90)
Restricted Funds Account - List of Payments				
EFT13299	05/04/2023	Peter Zis	VENUE HIRE BOND REFUND	(300.00)
EFT13300	05/04/2023	Terry Anthony	COMMUNITY GYM KEY BOND REFUND	(30.00)
EFT13304	20/04/2023	Bi-Tone West Coast Caravan	VENUE HIRE BOND REFUND	(300.00)
EFT13305	20/04/2023	Boyd Woods	COMMUNITY GYM FOB BOND REFUND	(30.00)
EFT13306	20/04/2023	Emmanual Horiss	COMMUNITY GYM FOB BOND REFUND	(30.00)
EFT13307	20/04/2023	Shauna Ugle	VENUE HIRE BOND REFUND	(300.00)
EFT Payments Total				(990.00)
Direct Debit Payments				
DD5157.1	05/04/2023	D Spencer & La Lucas	COMMUNITY GYM KEY BOND REFUND	(30.00)
Direct Debit Payments Total				(30.00)
Restricted Funds Account - Payments Total				(1,020.00)

SHIRE OF WAGIN
STATEMENT OF PAYMENTS
For the Period Ended 5 April 2023

Credit Card List of Payments				
Chief Executive Officer - Ian McCabe				
Credit Card	23/03/2023	Sanitiser Solutions	Freight on order from Surgical House - Homecare	(44.00)
Credit Card	4/04/2023	Interst Adjustment	Reversal of Refund of Interest made in error 21/02/2023	(2.80)
Credit Card	4/04/2023	Debit Adjustment	Reversal of Refund of transaction done in error 21/2/23	(140.58)
Chief Executive Officer - Ian McCabe				(187.38)
Acting Deputy Chief Executive Officer - Donna George				
Credit Card	15/03/2023	Rebecca West	Doctor Accommodation	(756.28)
Credit Card	17/03/2023	WANEWS	Online Newspaper Monthly Subscription	(28.00)
Acting Deputy Chief Executive Officer - Total				(784.28)
Deputy Chief Executive Officer - Emily Edwards				
Credit Card	7/03/2023	Calibre Care	Kettle for HCP Client	(205.00)
Deputy Chief Executive Officer - Emily Edwards - Total				(205.00)
Manager of Works - Allen Hicks				0.00
Manager of Works - Allen Hicks Total				0.00
Manager of Finance - Jenny Goodbourn				
Credit Card	16/03/2023	Surgical House	Homecare cleaning consumables	(537.90)
Credit Card	17/03/2023	Orbithealth	Free standing boxing bag for community gym	(599.00)
Manager of Finance - Jenny Goodbourn Total				(1,136.90)
Fees and Charges				
Credit Card	4/04/2023	Annual Fee	J Goodbourn - Annual Fee	(39.00)
Fees and Charges Total Total				(39.00)
Credit Card List of Payments Total				(2,352.56)



10.3 SCHEDULE OF FEES AND CHARGES 2023/24

PROPONENT:	Manager of Finance
OWNER:	Shire of Wagin
LOCATION/ADDRESS:	Shire of Wagin
AUTHOR OF REPORT:	Jenny Goodbourn, Manager of Finance
SENIOR OFFICER:	Ian McCabe, Chief Executive Officer
DATE OF REPORT:	16 May 2023
PREVIOUS REPORT(S):	08 April 2023
DISCLOSURE OF INTEREST:	N/A
STRATEGIC DOCUMENT REFERENCE	Local government (Financial Management) Regulations 1996
FILE REFERENCE:	FM.FE.1
ATTACHMENTS:	1. Draft Schedule of Fees and Charges 2023/24

BRIEF SUMMARY

For Council to adopt the Schedule of Fees and Charges as presented for the 2023/2024 financial year.

BACKGROUND/COMMENT

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

In the last financial year the fees and charges were adopted in August as part of the adoption of the budget. In the previous three financial years Council had adopted the Schedule of Fees and Charges in June so that they could be advertised and implemented with effect from the 1st July. This year we are again asking Council to adopt the Schedule of Fees and Charges for the new financial year early to enable the new charges to be imposed at the start of the new financial year.

The Schedule of Fees and Charges are set by Council to guide staff on the recovery of costs associated with goods and services the Council provide or proposes to provide to the Community.

At the Budget Workshop held earlier today, Councillors discussed the proposed Schedule of Fees and Charges for 2023/2024. A general 5.8% increase has been applied to all non-statutory charges in line with the Perth CPI for the year ending March.

There are some exceptions to this as discussed earlier: -



- CBH (will be as per rates agreement);
- Rates instalment administration charge (and standpipe invoice admin charge) +\$0.50 to \$6.50
- No change to photocopies and laminating
- No change to most promotional items – except lapel pins +\$4.00 to reflect latest invoices; and ceramic mugs (-\$10.00 to \$5 so we can actually sell some);
- No change to fire prevention maps
- New hire per week fee for animal traps, pensioners and concession (\$10)
- New fee for after-hours release of impounded animals \$50
- All Home Care fees are as per manager's recommendations (noting no increase in past years)
- New cleaning fee for community bus hire (if required) \$50
- Community Room hire at the Town Hall is decreased to \$20; new fee is \$40 when used with the kitchen.
- There is quite a bit of change at swimming pool, with definitions on classifications of children and family and fee adjustments in line; half season will only be available from 1 January to end of season. In addition, new services will be a trial to establish demand and may be withdrawn.
- Sports ground usage fees no change.
- Facilities generally have a CPI increase; there is some variation to drive demand of some facilities. Where a facility has a not for profit charge, this is to be changed to 50% of the non-commercial fee (was commercial) – this will effectively lower the charge.
- No change to electronic notice board.
- All statutory charges are left as is, awaiting any state government change.
- Materials sold by the works crew have been amended and increased in price.

It is recommended that Council adopt the Schedule of Fees and Charges 2023/2024 as per the attached document. Adoption is also required with the Annual Budget.

CONSULTATION/COMMUNICATION

CEO

Council Managers and Staff

STATUTORY/LEGAL IMPLICATIONS

Section 6.16 (3) and Section 6.19 of the Local Government Act 1995

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Fees and Charges will form part of the 2023/2024 annual Budget.

STRATEGIC IMPLICATIONS

Nil



VOTING REQUIREMENTS

Absolute Majority



Schedule of Fees and Charges 2023/24

Description	GL Code	GST	2022/23	2023/24
GENERAL PURPOSE FUNDING				
Rate Revenue				
Co-operative Bulk Handling Grain Storage Facilities -				
Charge per tonne in lieu of rates (Agreement indexed to percentage increase in rates each year)	I031040.100	N	\$0.068573 x 238300 tonnes rate increase	\$0.07255 x 238300 tonnes in line with rate increase
Rates Instalment Administration Charge (Charge to offset additional postage and handling)	I031050.156	N	\$ 6.00	\$6.50
Rate Inquiry Standard (settlement agents)	I031055.156	N	\$ 57.50	\$ 60.85
Rate Inquiry Complex (settlement agents)	I031055.156	N	\$ 115.00	\$ 121.70
Electoral Roll	I031055.156	Y	\$ 20.00	\$ 21.20
Other General Purpose Funding				
Photocopies				
A4 Copies - Black and White - per side	I032025.156	Y	\$ 0.50	\$ 0.50
A4 Copies - Colour - per side	I032025.156	Y	\$ 0.70	\$ 0.70
A3 Copies - Black and White - per side	I032025.156	Y	\$ 0.90	\$ 0.90
A3 Copies - Colour - per side	I032025.156	Y	\$ 1.50	\$ 1.50
Laminating				
A4	I032025.156	Y	\$ 1.60	\$ 1.60
A3	I032025.156	Y	\$ 2.60	\$ 2.60
General Administration Fee				
Per hour - Minimum charge \$5.00	I032025.156	Y	\$	\$35.00
Printed Copy of the Agenda or Minutes				
Note: Available free online	I032025.156	Y	\$	\$15.00
Equipment				
PA System - Community Groups and Sporting Clubs	I032025.156	Y	\$ 60.00	\$ 63.50
PA System	I032025.156	Y	\$ 160.00	\$ 169.30
Projector and Screen	I032025.156	Y	\$ 60.00	\$ 63.50
Bond on PA System / Projector and Screen	I100070	N	\$ 150.00	\$ 150.00
Promotional Items				
Emu's Watering Place Book	I032025.156	Y	\$ 15.00	\$ 15.00
Tie Pin	I032025.156	Y	\$ 5.00	\$ 5.00
Lapel Pins	I032025.156	Y	\$ 7.00	\$ 11.00
Fridge Magnets	I032025.156	Y	\$ 0.50	\$ 0.50
Cloth Bags	I032025.156	Y	\$ 3.00	\$ 3.00
Ceramic Mugs	I032025.156	Y	\$ 15.00	\$ 5.00
Ballpoint Pens	I032025.156	Y	\$ 2.00	\$ 2.00
Postcards	I032025.156	Y	\$ 0.50	\$ 0.50
LAW, ORDER AND PUBLIC SAFETY				
Fire Prevention				
Fire Maps				
A1	I051015.156	Y	\$ 25.00	\$ 25.00
Note: FCO's = no charge				
Town Blocks - Burning Off Fees (Fees to cover insurance charge per block)	I051025.121	N	Cost Recovery + \$50 Insurance Cost	Cost Recovery + \$50 Insurance Cost
Animal Control				
Dog Impound Fees				
Daily Pound Fee	I052005.152	Y	\$ 25.00	\$ 25.00
Impound and Release Fee	I052005.152	Y	\$ 100.00	\$ 105.80
Destruction of Dog	I052005.152	Y	\$ 75.00	\$ 79.35
After Hours Release Fee	I052005.152	Y		\$ 50.00
Dog Fines in accordance with Dog Act / Shire Local Law				
Cat Impound Fees				
Daily Pound Fee	I052006.152	Y	\$ 25.00	\$ 25.00
Impound and Release Fee	I052006.152	Y	\$ 100.00	\$ 105.80
Destruction of Cat	I052006.152	Y	\$ 75.00	\$ 79.35
After Hours Release Fee	I052006.152	Y		\$ 50.00
Cat Fines in accordance with Cat Act / Shire Local Law				
Hire of Animal Traps				
Hire per week	I052010.156	Y	\$ 20.00	\$ 20.00
Hire per week - pensioner and concession card				\$ 10.00
Deposit	I052010.156	N	\$ 50.00	\$ 50.00



Schedule of Fees and Charges 2023/24

Description	GL Code	GST		2022/23		2023/24
Deposit - pensioner and concession card	I052010.156	N	\$	-	\$	-
Dog Registration						
Statutory Charges set by WA Government (subject to change)						
Sterilised Dog - 1 year	I052015.156	Y	\$	20.00	\$	20.00
Sterilised Dog - 3 years	I052015.156	Y	\$	42.50	\$	42.50
Sterilised Dog - Lifetime	I052015.156	Y	\$	100.00	\$	100.00
Unsterilised Dog - 1 year	I052015.156	Y	\$	50.00	\$	50.00
Unsterilised Dog - 3 years	I052015.156	Y	\$	120.00	\$	120.00
Unsterilised Dog - Lifetime	I052015.156	Y	\$	250.00	\$	250.00
Pensioner	I052015.156	Y		50% off		
Working Dog	I052015.156	Y		25% of fee		
Transfer of Dog Registration	I052015.156	Y	\$	15.00	\$	15.00
Application to keep more than 2 dogs	I052015.156	Y	\$	80.00	\$	80.00
50% off fees for registration of dogs after 31 May - 1 year only						
**refund may apply to unsterilised dog becoming sterilised						
Cat Registration						
Statutory Charges set by WA Government (subject to change)						
1 Year	I052016.156	Y	\$	20.00	\$	20.00
Registered after 31 May to 31 October	I052016.156	Y	\$	10.00	\$	10.00
3 Years	I052016.156	Y	\$	42.50	\$	42.50
Life Registration	I052016.156	Y	\$	100.00	\$	100.00
Breeder Registration - per breeding cat	I052016.156	Y	\$	100.00	\$	100.00
Pensioner	I052016.156	Y		50% off		
Transfer of Cat Registration	I052016.156	Y	\$	15.00	\$	15.00
Dangerous/Restricted Breed Requirements						
Statutory Charges set by WA Government (subject to change)						
Dangerous Dog/Restricted Breed Collar	I052020.121	Y	\$	50.00	\$	50.00
Dangerous Dog/Restricted Breed Sign WA on sheetmetal	I052020.121	Y	\$	40.00	\$	40.00
As per legislation						
HEALTH						
Preventative Services - Administration and Inspection						
Food Premises Fees						
Application for registration / notification of food premises	I074005.156	N	\$	116.00	\$	123.00
Review of registration / notification of food premises	I074005.156	N	\$	105.00	\$	111.00
Transfer of Registration Fee	I074005.156	N	\$	65.00	\$	69.00
Plans Assessment Fee - Small - Residential	I074005.156	N	\$	82.00	\$	87.00
Plans Assessment Fee	I074005.156	N	\$	183.00	\$	194.00
Plans Assessment Fee - Supermarkets or Premises > 2	I074005.156	N	\$	252.00	\$	267.00
Inspection of Premises on request	I074005.156	N	\$	182.00	\$	193.00
Request for copy of Condemnation Certificate	I074005.156	N	\$	84.00	\$	89.00
Copy of Food Sampling Results Certificate	I074005.156	N	\$	28.00	\$	30.00
Temporary Food Business Assessment Fee (per occasion)	I074005.156	N	\$	42.00	\$	44.00
Temporary Food Business Assessment Fee (annual)	I074005.156	N	\$	182.00	\$	193.00
Lodging House Registration Fees						
Application for Registration of Lodging House < 15 lodgers	I074005.156	N	\$	354.00	\$	375.00
Renewal of Registration of Lodging House < 15 lodgers	I074005.156	N	\$	236.00	\$	250.00
Application for Registration of Lodging House 15 or more lodgers	I074005.156	N	\$	506.00	\$	535.00
Renewal of Registration of Lodging House 15 or more lodgers	I074005.156	N	\$	338.00	\$	358.00
Temporary Accommodation Approval Fees						
Application for Approval to camp (Regulation 11 Caravan Parks and Camping Grounds Regulations 1997)	I074005.156	N	\$	247.00	\$	261.00
General Fees						
Request for a Section 39 Liquor Certificate	I074005.156	N	\$	200.00	\$	212.00
Premises Plan Assessment Fee - miscellaneous	I074005.156	N	\$	163.00	\$	172.00
Request for Inspection of Premises - miscellaneous	I074005.156	N	\$	182.00	\$	193.00
Request for Premises Inspection Report	I074005.156	N	\$	163.00	\$	172.00
Reports to Settlement Agents	I074005.156	N	\$	108.00	\$	114.00
Copy of Certificate of Analysis	I074005.156	N	\$	28.00	\$	30.00
Itinerant Food Vans / Traders						
Application or Renewal of Itinerant Food Van / Traders Permit Fee						
Per Occasion	I074005.156	N	\$	32.00	\$	34.00
One Month	I074005.156	N	\$	63.00	\$	67.00
Twelve Months	I074005.156	N	\$	315.00	\$	333.00

For the first 12 months the fee is set at 50% of the stated amount as an encouragement to establish new businesses in the Shire



Schedule of Fees and Charges 2023/24

Description	GL Code	GST	2022/23	2023/24
Water Sampling Fee				
Chemical Swimming Pool Sample	I074005.156	N \$	15.00 \$	16.00
Micro / Amoeba Swimming Pool Sample	I074005.156	N \$	36.00 \$	38.00
Private Water Supply Sampling Fee	I074005.156	N \$	76.00 \$	80.00
Effluent Disposal Fee				
Local Government application fee - paid to local government When EDPH approval is required / Health Department of WA application fee:	I074005.156	N \$	124.00 \$	131.00
a) with a local government report	I074005.156	N \$	54.00 \$	57.00
b) without a local government report	I074005.156	N \$	116.00 \$	123.00
Local government report fee	I074005.156	N \$	124.00 \$	131.00
Fee for the grant of a permit to use an apparatus	I074005.156	N \$	124.00 \$	131.00
Request for re-inspection	I074005.156	N \$	129.00 \$	136.00
Other Health				
Lease of Buildings/Offices/Land				
AR Norris Dental Surgery - per month increasing annually by CPI	I076010.153	Y \$	365.00	\$375.52

EDUCATION AND WELFARE

Pre Schools

Lease of Buildings/Offices/Land

Wagin Daycare Centre - per month increasing annually by CPI	I083035.153	Y \$	714.00 \$	755.41
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Wagin Homecare - Commonwealth Home Support Programme

Support Service

	Number of Day:	Fee for each client		
Ordinary Hours of Service Mon. - Fri. 9am - 4pm; additional hours by arrangement, Mon- Fri. 7am - 7pm				
Domestic Assistance	5 days a week	\$ 10.00	per hour	\$ 12.00
Gardening / Home Maintenance	3 days a week	\$ 10.00	per hour	\$ 12.00
Social Support Individual	5 days a week	\$ 10.00	per hour	\$ 12.00
Social Support Group	Fortnightly, outin	\$ 10.00	per event	\$ 12.00
				\$ 15.00
Transport - Local up to 30km	5 days a week	\$ 2.50	per way	\$ 3.00
Transport - 31km to 60km	5 days a week	\$ 10.00	per way	\$ 12.00
Transport - 61km to 99km	5 days a week	\$ 20.00	per way	\$ 22.00
Transport - Group	5 days a week	\$ 5.00	per trip	\$ 6.00
Personal Care	7 days a week	\$ 10.00	per hour	\$ 12.00
Medication Prompt and Delivery	7 days a week	\$ 10.00	per hour	\$ 12.00
Meal Preparation	5 days a week	\$ 10.00	per hour	\$ 12.00
Shopping with Client or by list	5 days a week	\$ 10.00	per hour	\$ 12.00
Meals on Wheels - 1 Course meal	5 days a week (i	\$ 9.00	per meal	\$ 10.00
Meals on Wheels - 2 Course meal	5 days a week (i	\$ 13.00	per meal	\$ 14.00

Wagin Homecare - Home Care Packages

Support Service

	Mon - Fri (7am-6pm)	Sunday (7am-6pm)	Public Holiday (7am-6pm)		
Ordinary Hours of Service Mon. - Fri. 9am - 4pm; additional hours by arrangement, Mon- Fri. 7am - 7pm					
Domestic Assistance	\$60/hr	N/A	N/A	\$	72.00
Gardening / Home Maintenance	\$60/hr	N/A	N/A	\$	72.00
Social Support Individual	\$60/hr	\$122/hr	\$152.50/hr	\$	72.00
Social Support Group	\$120/event	N/A	N/A	\$	144.00
Transport	\$1/km	\$1/km	\$1/km		\$1.60 / km
Transport - Group	\$35/event	N/A	N/A		\$1.60 / km
Personal Care	\$60/hr	\$122/hr	\$152.50/hr	\$	72.00
Medication Prompt and Delivery	\$60/hr	\$122/hr	\$152.50/hr	\$	72.00
Meal Preparation	\$60/hr	N/A	N/A	\$	72.00
Shopping with Client or by list	\$60/hr	\$122/hr	\$152.50/hr	\$	72.00
Meals on Wheels - 1 Course meal	\$9/meal	N/A	\$9/meal	\$	10.00
Meals on Wheels - 2 Course meal	\$13/meal	N/A	\$13/meal	\$	14.00
Clinical Care	\$114/hr	\$171/hr	\$216/hr	\$	137.00

Further details as per myagedcare.gov.au

Other Welfare

Wagin Frail Aged Lodge - Lot 310 Arnott Street

Leased by Wagin Frail Aged Management Committee From Council	Y \$	1.00 \$	1.00
Land Leased To Council by Health Department			

COMMUNITY AMENITIES

Sanitation - Household Refuse

Refuse Disposal Fees



Schedule of Fees and Charges 2023/24

Description	GL Code	GST	2022/23	2023/24
9. Determining an application for the renewal of an approval of a home occupation or home business where the application is made after the approval has expired			The fee in Item 8 plus, by way of penalty, twice that fee	
10. Determining the application for a change of use or for an alteration or extension or change of a non-conforming use to which item 1 does not apply, where the change or the alteration, extension or change has <u>not</u> commenced or been carried out		\$	295.00	\$ 295.00
11. Determining the application for a change of use or for an alteration or extension or change of a non-conforming use to which item 2 does not apply, where the change or the alteration, extension or change has commenced or been carried out			The fee in Item 10 plus, by way of penalty, twice that fee	
12. Public advertising of development applications, scheme amendments, Structure Plans, Activity Centre Plans or Development Plans			Cost plus 10% administration fee plus 10% GST	
13. Providing a zoning certificate		\$	73.00	\$ 73.00
14. Replying to a property settlement questionnaire		\$	73.00	\$ 73.00
15. Providing written planning advice		\$	73.00	\$ 73.00
16. Scheme Amendments				
a) upon lodgement of the Scheme Amendment request with the local government			\$1,350 plus 10% GST	\$1,350 plus 10% GST
b) following initiation of Scheme Amendment by the local government and prior to referral to the EPA for environmental clearance			\$1,350 plus 10% GST	\$1,350 plus 10% GST
17. Structure Plans, Activity Centre Plans or Development Plans				
a) upon lodgement of the Structure Plan, Activity Centre Plan or Development Plan with the local government			\$1,350 plus 10% GST	\$1,350 plus 10% GST
b) following adoption of the Structure Plan, Activity Centre Plan or Development Plan by the local government and prior to public advertising			\$1,350 plus 10% GST	\$1,350 plus 10% GST
In accordance with state planning fees				
Other Community Amenities				
Cemetery Fees				
Interment				
Burial Fee - Interment in grave 2.1m deep (Machine)	I107005.156	Y \$	1,000.00	\$ 1,058.00
Burial Fee - Interment in grave 2.1m deep (by Hand)				\$ 1,500.00
Placement of Ashes in an existing grave	I107005.156	Y \$	147.00	\$ 156.00
Additional depth of 0.3m	I107005.156	Y \$	326.00	\$ 345.00
Interment without due notice - additional charge	I107005.156	Y \$	273.00	\$ 289.00
Interment on weekends or public holidays - additional charge	I107005.156	Y \$	441.00	\$ 467.00
Interment not in usual hours - additional charge	I107005.156	Y \$	221.00	\$ 234.00
Land for Burial (additional burial fees)				
A Grant of Right of Burial issued for each lot 2.4m x 1.2m x 2.1m				
Pre-need (reserved in advance maximum period 10 years)	I107005.156	N \$	200.00	\$ 211.60
Renewable (subject to any increased charges)	I107005.156	N \$	200.00	\$ 211.60
Re-opening				
Interment	I107005.156	Y \$	1,000.00	\$ 1,058.00
Exhumation	I107005.156	Y \$	1,680.00	\$ 1,778.00
Re-burial after exhumation	I107005.156	Y \$	630.00	\$ 667.00
Disposal of Ashes				
Brick Niche Single (plus cost of plaque and fixing)	I107005.156	Y \$	130.00	\$ 138.00
Brick Niche Double (plus cost of plaque and fixing)	I107005.156	Y \$	160.00	\$ 170.00
Single Niche Wall Reservation	I107005.156	Y \$	90.00	\$ 96.00
Double Niche Wall Reservation	I107005.156	Y \$	120.00	\$ 127.00
Miscellaneous Charges				
Permission to erect headstone	I107005.156	Y \$	70.00	\$ 74.10
Permission to erect monument	I107005.156	Y \$	70.00	\$ 74.10
Erect a name plate	I107005.156	Y \$	70.00	\$ 74.10
Copy of right of burial	I107005.156	Y \$	42.00	\$ 45.00
Grave Number plate	I107005.156	Y \$	42.00	\$ 45.00
Licenses				
Funeral Directors Annual License	I107005.156	Y \$	220.00	\$ 233.00
Single Funeral Permit	I107005.156	Y \$	105.00	\$ 112.00
Monumental Masons Annual License	I107005.156	Y \$	220.00	\$ 233.00
Single Monumental Masons Permit	I107005.156	Y \$	85.00	\$ 90.00
Community Bus Hire				
Deposit	I100015	N \$	150.00	\$ 150.00
Rate per kilometre	I107010.156	Y \$	0.75	\$ 0.80



Schedule of Fees and Charges 2023/24

Description	GL Code	GST	2022/23	2023/24
Hirer to refill fuel tank upon return				
Cleaning Fee (if applicable)		Y	\$	50.00
RECREATION AND CULTURE				
Public Halls and Civic Centres				
Town Hall				
Commercial Functions < 3 hours	I111005.153	Y	\$ 155.00	\$ 155.00
Non Commercial Functions < 3 hours	I111005.153	Y	\$ 105.00	\$ 105.00
Commercial Functions > 3 hours	I111005.153	Y	\$ 260.00	\$ 260.00
Non Commercial Functions > 3 hours	I111005.153	Y	\$ 210.00	\$ 210.00
Non Profit and Charitable Organisations	I111005.153	Y	50% Commercial	50% of non-commercial
Education Department	I111005.153	Y	\$ -	\$ -
Rehearsal	I111005.153	Y	\$ 30.00	\$ 30.00
Bond	I100010	N	\$ 300.00	\$ 300.00
Lesser Hall				
Commercial Functions < 3 hours	I111005.153	Y	\$ 95.00	\$ 95.00
Non Commercial Functions < 3 hours	I111005.153	Y	\$ 65.00	\$ 65.00
Commercial Functions > 3 hours	I111005.153	Y	\$ 160.00	\$ 160.00
Non Commercial Functions > 3 hours	I111005.153	Y	\$ 105.00	\$ 105.00
Non Profit and Charitable Organisations	I111005.153	Y	50% Commercial	50% of non-commercial
Bond	I100010	N	\$ 300.00	\$ 300.00
Town Hall Kitchen				
Kitchen Use Only	I111005.153	Y	\$ 60.00	\$ 60.00
Non Profit and Charitable Organisations	I111005.153	Y	50% Commercial	50% of non-commercial
Community Rooms (Charge per Meeting) Room Only	I111005.153	Y	\$ 40.00	\$ 20
Community Rooms (Charge per Meeting) with kitchen				\$ 40
Hire of Trestles (per Trestle)	I111005.153	Y	\$ 10.00	\$ 10.00
Hire of Chairs (per Chair)	I111005.153	Y	\$ 0.60	\$ 0.60
Bond on Trestles/Chairs (per Hire)	I100010	N	\$ 100.00	\$ 100.00
Other Hall Hire where fee is not specified				
Donation to the management committee of the hall - minimum \$50		Y		Minimum \$50.00
Lease of Buildings/Offices/Land				
Part NAB Building Legal Office - per month increasing annually by CPI	I111015.153	Y	\$ 770.00	\$ 814.65
Swimming Pool				
Single Entrance Fees				
Adult	I112010.157	Y	\$ 4.00	\$ 4.00
Children (4 - 16 years) / Pensioner / Concession	I112010.157	Y	\$ 4.00	\$ 2.00
Spectators - Adult	I112010.157	Y	\$ 1.00	\$ 1.00
Children Participating in activities run by Education Department	I112010.157	Y	\$ 2.50	\$ 2.00
Wallet Program				\$ 2.00
Family (up to two adults; up to four children)	I112010.157	Y	\$ 14.00	\$ 12.00
Seasonal Fees				
Family (up to two adults; up to four children)	I112010.157	Y	\$ 350.00	\$ 300.00
Individual - Adults and Children	I112010.157	Y	\$ 150.00	\$ 175.00
Pensioners / Concession	I112010.157	Y	\$ 95.00	\$ 87.50
Half Season Fees - from 1 January to end of season only				
Family (up to two adults; up to four children)	I112010.157	Y	\$ 230.00	\$ 150.00
Individual - Adults and Children	I112010.157	Y	\$ 100.00	\$ 75.00
Pensioners and concession	I112010.157	Y	\$ 67.00	\$ 48.00
Staff Entry				NIL
Other				
New Services - demand dependent and may be withdrawn at any time				
Aqua aerobics (per class)			\$	10.00
(Seniors) Aqua Aerobics (per class)			\$	6.00
(Adult) Lessons (one on one)			\$	40.00
(child) Lessons - 1st child			\$	15.00
(child) Lessons - extra child			\$	14.00
Other Recreation and Sport				
Ground and Recreation Centre Usage Fees for Club				
Wagin Cricket Club	I113005.153	Y	\$ 1,175.00	\$ 1,175.00
Wagin Football Club	I113005.153	Y	\$ 2,645.00	\$ 2,645.00
Wagin Hockey Club	I113005.153	Y	\$ 1,175.00	\$ 1,175.00
Wagin Swimming Club	I113005.153	Y	\$ 1,585.00	\$ 1,585.00
Wagin Trotting Club	I113005.153	Y	\$ 2,215.00	\$ 2,215.00



Schedule of Fees and Charges 2023/24

Description	GL Code	GST	2022/23	2023/24
Other				
Luncheon Booth (Casual Hire Fees)	I113005.153	Y \$	60.00 \$	63.50
Lease with Wesfarmers Pty Ltd	I113005.153	Y \$	22.00 \$	22.00
Circus (per day including utilities and ablutions)	I113005.153	Y \$	340.00 \$	360.00
Wagin Recreation Centre (Casual Hire)				
Public Lounge / Members Lounge Area				
Commercial Functions < 3 hours	I113020.153	Y \$	155.00 \$	155.00
Non Commercial Functions < 3 hours	I113020.153	Y \$	105.00 \$	105.00
Commercial Functions > 3 hours	I113020.153	Y \$	260.00 \$	260.00
Non Commercial Functions > 3 hours	I113020.153	Y \$	210.00 \$	210.00
Non Profit and Charitable Organisations	I113020.153	Y	50% Commercial	50% of non-commercial
Bond	I100020	N \$	300.00 \$	300.00
Kitchen Hire (Only)	I113020.153	Y \$	70.00 \$	70.00
Non Profit and Charitable Organisations	I113020.153	Y	50% Commercial	50% of non-commercial
Recreation Centre Fees				
Entrance Fees				
Adult Entry	I113020.153	Y \$	3.00 \$	3.00
Junior Entry	I113020.153	Y \$	2.00 \$	2.00
Concessions Entry	I113020.153	Y \$	2.00 \$	2.00
Training Fees				
Adult	I113020.153	Y \$	2.00 \$	2.00
Junior	I113020.153	Y \$	1.00 \$	1.00
Concession	I113020.153	Y \$	1.00 \$	1.00
Spectator	I113020.153	\$	- \$	-
Lease of Reserves to Sporting Clubs				
Great Southern Go Kart Club (Location 15269)	I113035.156	Y \$	11.00 \$	11.00
Wagin Golf Club (Reserve # 30444)	I113035.156	Y \$	11.00 \$	11.00
Wagin Gun Club (Reserve # 30734)	I113035.156	Y \$	11.00 \$	11.00
Wagin Riding Club	I113035.156	Y \$	11.00 \$	11.00
Wagin Tennis Club (Reserve # 11339 and Lot 921)	I113035.156	Y \$	11.00 \$	11.00
Eric Farrow Pavilion				
Whole Complex				
Commercial	I113055.153	Y \$	350.00 \$	371.00
Non Commercial	I113055.153	Y \$	275.00 \$	291.00
Non Profit and Charitable Organisations	I113055.153	Y	50% Commercial	50% of non-commercial
Bond	I100020	N \$	300.00 \$	300.00
Large Function Area (including Bar)				
Commercial Functions < 3 hours	I113055.153	Y \$	180.00 \$	191.00
Non Commercial Functions < 3 hours	I113055.153	Y \$	140.00 \$	149.00
Commercial Functions > 3 hours	I113055.153	Y \$	300.00 \$	318.00
Non Commercial Functions > 3 hours	I113055.153	Y \$	250.00 \$	265.00
Non Profit and Charitable Organisations	I113055.153	Y	50% Commercial	50% of non-commercial
Bond	I100020	N \$	300.00 \$	300.00
Small Function Area (including Bar)				
Commercial Functions < 3 hours	I113055.153	Y \$	150.00 \$	159.00
Non Commercial Functions < 3 hours	I113055.153	Y \$	100.00 \$	106.00
Commercial Functions > 3 hours	I113055.153	Y \$	225.00 \$	239.00
Non Commercial Functions > 3 hours	I113055.153	Y \$	175.00 \$	186.00
Non Profit and Charitable Organisations	I113055.153	Y	50% Commercial	50% of non-commercial
Bond	I100020	N \$	300.00 \$	300.00
Other				
Setup and cleaning costs (per hour)	As per hire code	Y \$	40.00 \$	50.00



Schedule of Fees and Charges 2023/24

Description	GL Code	GST	2022/23	2023/24
Community Gym				
One Month Membership (only valid as a once off)	I113065.153	Y \$	25.00 \$	30.00
Six Month Membership (1 July or 1 January start)	I113065.153	Y \$	100.00 \$	106.00
Annual Membership (1 July to 30 June)	I113065.153	Y \$	175.00 \$	186.00
Pensioner/Student Six Month Membership (whole months)	I113065.153	Y \$	65.00 \$	53.00
Pensioner/Student Annual Month Membership (1 July to 30 June)	I113065.153	Y \$	110.00 \$	93.00
Key Bond (Refundable)	I100035	N \$	30.00 \$	50.00
Replacement Key	I113065.121	Y \$	50.00 \$	75.00
Staff Membership (bond and replacement fees payable)				NIL
Electronic Advertising Sign				
Shire events and meetings (unlimited)	I116065.156	Y \$	- \$	-
Shire community advice (unlimited)	I116065.156	Y \$	- \$	-
Shire facility opening and closing (unlimited)	I116065.156	Y \$	- \$	-
Woolorama and community events which are primarily not for profit or where the proceeds are returned directly to the Wagin community (up to 28 days)	I116065.156	Y \$	- \$	-
Local sporting events (up to 14 days)	I116065.156	Y \$	- \$	-
Regional events outside of shire (up to 7 days)	I116065.156	Y \$	500.00 \$	500.00
Regional significant events held in the Shire of Wagin (Commercial) (up to 14 days)	I116065.156	Y \$	250.00 \$	250.00
Local business - 15 minutes per business per day (per annum)	I116065.156	Y \$	250.00 \$	250.00
Church services (up to 7 days)	I116065.156	Y \$	- \$	-
Emergency warnings and advice (as required)	I116065.156	Y \$	- \$	-
Local roadworks and road closures (as required)	I116065.156	Y \$	- \$	-
TRANSPORT				
Aerodromes				
Lease of Buildings/Offices/Land				
Airstrip Hangar - per annum increasing annually by CPI	I126020.153	Y \$	495.00 \$	523.00
Wagin Aero Club - per annum increasing annually by CPI	I126020.153	Y \$	495.00 \$	523.00
Wagin Aero Services - per annum	I126020.153	Y \$	8,690.00 \$	8,908.00
ECONOMIC SERVICES				
Tourism and Area Promotion				
Caravans (2 Persons)				
per Week (or per week as per lease)	I132005.153	Y \$	115.00 \$	125.00
per Night	I132005.153	Y \$	23.00 \$	25.00
Additional Person per Night	I132005.153	Y \$	3.00 \$	3.00
Note: < 16 yrs no additional charge				
Tent Sites (2 Persons)				
per Week	I132005.153	Y \$	85.00 \$	85.00
per Night	I132005.153	Y \$	16.00 \$	16.00
Additional Person per Night	I132005.153	Y \$	3.00 \$	3.00
Caravan Park RV Area				
per Week - no power or water	I132005.153	Y \$	80.00 \$	85.00
per Night - no power or water	I132005.153	Y \$	15.00 \$	15.00
Ablutions use only	I132005.153	Y \$	3.00 \$	3.00
RV Area				
Per Van per Night - power and water	I132015.153	Y \$	10.00 \$	15.00



Schedule of Fees and Charges 2023/24

Description	GL Code	GST	2022/23	2023/24
Building Control				
Building Fees				
Statutory Charges set by WA Government (subject to change)				
<u>Shire</u>				
<i>Class 1 (House), Class 10 (Shed, Patio, Pool)</i>				
Certified Application - 0.19% Cost of Construction Fee - Minimum Fee	I133005.151	Y \$	110.00 \$	110.00
Uncertified Application - 0.32% Cost of Construction Fee - Minimum Fee	I133005.151	Y \$	110.00 \$	110.00
<i>Class 2 - 9 (Commercial)</i>				
Certified Application - 0.09% Cost of Construction Fee - Minimum Fee	I133005.151	Y \$	110.00 \$	110.00
Uncertified Application - 0.32% Cost of Construction Fee - Minimum Fee	I133005.151	Y \$	110.00 \$	110.00
Occupancy Permit for Completed Building (Commercial) - Minimum Fee	I133005.151	Y \$	110.00 \$	110.00
Demolition Permit - Minimum Fee	I133005.151	Y \$	110.00 \$	110.00
Application to Extend a Building Permit/Demolition Permit - Minimum Fee	I133005.151	Y \$	110.00 \$	110.00
Building Approval Applications for Unauthorised Work - 0.38% of Work Value - Minimum Fee	I133005.151	Y \$	110.00 \$	110.00
Septic Tank Application	I133005.151	N \$	236.00 \$	236.00
Local Government Report on a Septic System	I133005.151	N \$	56.00 \$	56.00
<u>Building Services Levy (BSL)</u>				
Over \$45,000 Cost of Construction - 0.137% of Work Value	I133005.151	N \$	61.65 \$	61.65
Under \$45,000 Cost of Construction - Minimum Fee	I133005.151	N \$	61.65 \$	61.65
Demolition Permit - 0.137% of Work Value - Minimum Fee	I133005.151	N \$	61.65 \$	61.65
Occupancy Permit or Building Approval Certificate - Minimum Fee	I133005.151	N \$	61.65 \$	61.65
Occupancy Permit or Building Approval Certificate for Unauthorised Work - Minimum Fee	I133005.151	N \$	123.30 \$	123.30
<u>Construction Training Fund (CTF formally BCITF)</u>				
Over \$20,000 Cost of Construction - 0.2% Cost of Construction				
Under \$20,000 Cost of Construction - no fee				
All Building Fees in accordance with Building Regulations 2012				
Swimming Pool Inspection Fees				
Private Swimming Pool Inspection Fee	I133010.156	N	\$58.45	\$58.45
Other Economic Services				
Standpipe Fees				
Charge per kilolitre: Commercial Use - Ballagin Street (Sportsground)	I134005.156	N \$	9.22 \$	9.22
Swipe card for use at this facility (deposit)			\$20 \$	20.00
Note: Ballagin Standpipe charges to be alligned to Water Corporation charges and subject to change				
Charge per kilolitre: Commercial Use - All Other Shire Standpipes	I134005.156	N \$	2.90 \$	3.10
Vernon Street Desalination Tanks - Charge per kilolitre	I134005.156	N \$	0.50 \$	0.50
Administration fee per invoice	I134005.156	Y \$	6.00 \$	6.50
OTHER PROPERTY AND SERVICES				
Private Works				
Plant Hire Fees				
Grader	I141005.156	Y \$	200.00 \$	212.00
Loader / Backhoe	I141005.156	Y \$	168.00 \$	178.00
Front End Loader	I141005.156	Y \$	200.00 \$	212.00
Vibrating Roller	I141005.156	Y \$	139.00 \$	148.00
Multi Wheel Roller	I141005.156	Y \$	142.00 \$	151.00
Truck (Large)	I141005.156	Y \$	158.00 \$	168.00
Truck (Small)	I141005.156	Y \$	126.00 \$	134.00
Tractor	I141005.156	Y \$	142.00 \$	151.00
Tractor Mower	I141005.156	Y \$	126.00 \$	134.00
Bobcat	I141005.156	Y \$	137.00 \$	145.00
Ride on Mower	I141005.156	Y \$	176.00 \$	187.00
Sundry Minor Plant	I141005.156	Y \$	126.00 \$	134.00
Labour Only	I141005.156	Y \$	83.00 \$	87.90
Works Manager Labour	I141005.156	Y \$	120.00 \$	127.00
All Plant hired to be operated by Council Staff (excludes Community Bus)				
Minor Plant - not to be hired out unless approved by CEO				
Materials				
Sand/Gravel per m3	I141005.156	Y \$	35.00 \$	45.00
Blue Metal per m3	I141005.156	Y	Variable \$	25.00



11 REPORTS TO COUNCIL

11.1 CHIEF EXECUTIVE OFFICER

11.1.1 CHIEF EXECUTIVE OFFICERS REPORT – MAY 2023

PROPONENT:	Not Applicable
OWNER:	Not Applicable
LOCATION/ADDRESS:	Not Applicable
AUTHOR OF REPORT:	Ian McCabe, Chief Executive Officer
SENIOR OFFICER:	Not Applicable
DATE OF REPORT:	
PREVIOUS REPORT(S):	11 April 2023
DISCLOSURE OF INTEREST:	NIL
FILE REFERENCE:	CM.CO.1
STRATEGIC DOCUMENT REFERENCE:	All Key Result Areas; CEO Employment Agreement; s.5.41 Local Government Act 1995
ATTACHMENTS:	1. Status Report

OFFICER RECOMMENDATION

Moved Cr

Seconded Cr

That Council:

- 1. Receive the Chief Executive Officer’s report as presented.**

Carried 0/0

BRIEF SUMMARY

The following item details activities within the CEO portfolio.

BACKGROUND/COMMENT

The Chief Executive Officer (CEO) is appointed by Council to manage the day-to-day affairs of the local government and to perform the functions of the office as defined by the Local Government Act 1995. In particular, the CEO is a contract role with agreed Key Performance Indicators (KPI’s).

The CEO is currently referring to the Key Results Areas (KRA’s) from the Strategic Community Plan in the absence of contracted KPI’s and these are reproduced at the front of this Council Agenda for reference by the Community and Council. While legislation largely defines the functions and activities of the CEO, Council and the



CEO will negotiate specific terms of the employment agreement to enable desirable organisational and community outcomes. That process has commenced.

The CEO assumes responsibility for all operational KRA's. An extract of section 5.41 from the Local Government Act 1995 detailing the functions of the CEO is at the foot of this report.

Key meetings and activities since 18 April include:

- 20 April, with the Manager of Home Care, advisory about training and upskilling options for carers and management in Home Care services;
- 25 April and 26 April, representing the local government at ANZAC ceremonies;
- 27 April, Public Health planning forum, WA Country Health Service;
- 27 April, Privacy and Responsible Information Sharing (PRIS), briefing, Public Sector Commission;
- 27 April, at Woodanilling, with Cr B Kilpatrick, Wagin-Woodanilling Landcare Zone committee meeting;
- 28 April, with Community Development Officer, Auspire (organisation) about cultural awareness training;
- 3 May, Works and Services Committee, preliminary budget meeting;
- 5 May, meeting with ratepayer;
- 10 May, with Cr G Ball and acting Manager of Works, meeting with representatives of the Wheatbelt Secondary Freight Network;
- Various other matters including: operational management; human resources management; preparation of budget materials (waste services, elected members, labour, fees and charges, projects, contribute to community services budget); community liaison; council matters.

Considerable effort has been invested in recent months to improve on governance plans. The CEO has prepared a revised risk matrix and risk register, and this is being implemented this week.

In addition, the CEO reviewed the 2020 report prepared by Moore's Australia in review of financial management, risk and legislative compliance. There are opportunities to improve on addressing items in this report and completing related works. A new review will be scheduled as required by legislation for early 2024.

For example, the CEO has been working with colleagues to collate material and information for a business continuity plan which will include disaster recovery arrangements for information technologies. Part of this response will include budget submissions to acquire new information technology assets to enable a more flexible response to disaster and transfer to an alternate worksite should that need arise.



An additional member of staff has been trained in Department of Transport requirements.

Functions of the Chief Executive Officer (s.5.41 Local Government Act 1995)

5.41. Functions of CEO

The CEO's functions are to —

- (a) advise the council in relation to the functions of a local government under this Act and other written laws; and
- (b) ensure that advice and information is available to the council so that informed decisions can be made; and
- (c) cause council decisions to be implemented; and
- (d) manage the day-to-day operations of the local government; and
- (e) liaise with the mayor or president on the local government's affairs and the performance of the local government's functions; and
- (f) speak on behalf of the local government if the mayor or president agrees; and
- (g) be responsible for the employment, management supervision, direction and dismissal of other employees (subject to section 5.37(2) in relation to senior employees); and
- (h) ensure that records and documents of the local government are properly kept for the purposes of this Act and any other written law; and
- (i) perform any other function specified or delegated by the local government or imposed under this Act or any other written law as a function to be performed by the CEO.

CONSULTATION/COMMUNICATION

Members of staff; community; council.

STATUTORY/LEGAL IMPLICATIONS

No direct legislative reference.

POLICY IMPLICATIONS

There is no directly relevant policy.

FINANCIAL IMPLICATIONS

This item has no direct financial implications.



STRATEGIC IMPLICATIONS

The CEO references all Key Result Areas of Council.

VOTING REQUIREMENTS

Simple majority.

Seq. #	Date	Resolution #	Description and KRA	Actions	Status	Comments
1	28/4/2015	2702	<p>Puntapin Rock Dam</p> <p>1.3 Promote tourism and heritage; 2.6 Care and restoration of heritage; 2.10 Optimise water harvesting;</p> <p>4.3 Maintain and improve natural environment and recreational areas; 5.3 Plan for sustainable resources; 5.8 Advocate for strategic infrastructure.</p>	<p>Water Corp engaged to address urgent remedial works and to facilitate transfer of the asset to the Shire. Assessment of Dam Completed</p> <p>Water Corporation to provide further information and options regarding transfer</p> <p>June 2019: awaiting finalisation of SW Native Title Settlement</p>	In progress.	<p>15 November 2022: key contacts established; seeking status report from Water Corp.</p> <p>WaterCorp presented to council at February 2023 meeting. There is some consensus for an MOU with a May 2023 target. Item to be tabled OMC May 2023 (see item 11.1.3).</p>
2	25/2/2020	4188	<p>Town Entry Statements</p> <p>1.3 Promote tourism and heritage</p>	<p>That the four (4) entry statements into Wagin be refurbished within the current Tourism Budget</p>	Still in progress	<p>First and second signs up; third is awaiting installation. Works on the fourth (south) TBC. 11 April 2023 CEO has requested completion by May 2023. Supplier has indicated June 2023.</p>
4	27-Jul-21	4597	<p>Relocation of Wagin Public Library</p>	<p>That Council proceed with the relocation of the Wagin Public Library from the former Road Board Building to the Wagin Courthouse building and repurpose the additional office of the Courthouse building for Wagin Homecare Administration and art curation/volunteer-based art projects.</p>	In progress.	<p>Homecare relocation planning in progress. Requests for Quotes on works underway. IT point to point server connection from administration office installed. 17 March 2023: An assessment of future costs and resource requirements is underway for both Homecare and the library. When complete a decision will be made about occupation of the Courthouse. Planning is now underway for the library to relocate to the Courthouse, timing TBC.</p>
5	23-Nov-21	4681 and 4682	<p>4WDL Tourism and Key Worker Housing Projects</p> <p>1.1 Diversity of businesses; 1.3 Increase tourism and promotion; 1.5 Explore affordable accommodation; 2.9 Investigate future housing and expansion;</p>	<p>That Council participate in the following 4WDL initiative:</p> <ol style="list-style-type: none"> Short Stay Accommodation Plan Completed; Commissioning of a study and report into Key Worker Housing in conjunction with other 4WDL members and the Wheatbelt Development Commission with a contribution of \$2000. 	In progress.	<p>Key Worker housing in progress; refer to A. CEO report with reference to 4WDL group</p> <p>Consultant provided a presentation to CEO's 19 January 2023 summarising data provided late Oct. / early Nov. 2022; a report to 4WDL members was provided 7 March 2023.</p>
6	22-Mar-22	4742	<p>Sportsground Precinct Redevelopment</p> <p>2.8 Investigate planning and development of sporting facilities;</p>	<p>That the Shire approach all clubs currently part of the Sportsground redevelopment proposal to confirm commitment to the project and to indicate the level of financial contributions that they may be able to make to stage one.</p>	In progress.	<p>Refer Committee Minutes and DCEO report; items for Council.</p>
7	2-Aug-22	4828		<ol style="list-style-type: none"> List the Sportsground Redevelopment as a Council project within strategic planning with appropriate planning and reporting to be developed for future decision making; Approve delegated authority to the CEO within delegation 30 and purchasing and other policy to initiate request for tender(s) for Stage 1 of the project: a) demolition of the primary site; and b) assessment of future need; Allocate the amount of \$150,000 within the draft 2022/23 financial budget for this purpose. Where external funding becomes available and appropriate, seek Council Approval to modify financial planning for this project. 		<p>Stage 1 approved by Council August 2022. Related documents now being prepared;</p> <p>Committee meeting 14 September 2022 support for project definition and bowls club to remain at current site (endorsed by Council 27 September 2022).</p> <p>3 January 2023: acting CEO met with Bowls Club committee 13 December 2022 to understand priorities; agreement made that CEO would be given financial reporting and quotes in order to provide advice on how to best progress the financial / grants needs of the club.</p>
8	22-Mar-22	4747	<p>Minutes from the Bushfire Advisory Committee 17 March 2022; Western Power – Pole Top Insulators</p> <p>3.7 Support community as required; 5.4 Encourage volunteering; 5.5 Be responsive within council's capacity;</p>	<p>That Council continues to work with other councils and lobby the State Government to instruct Western Power to rollout insulator replacement program with the 'Slanted Shed Insulator' from EMC Pacific Aust P/L part LPIIS 33-24 AND install dispersion plates at the same time</p>	In progress.	<p>A number of communications with Western Power and regulators has produced material for a briefing paper. This was shared with Council and then with WALGA and members of 4WDL (economic grouping). WALGA referred author to other material; 4WDL members made no comment.</p>
9						<p>Forward work is to review pole top fire reporting local and at Western Power and DFES to identify risk or process issues.</p>

Seq. #	Date	Resolution #	Description and KRA	Actions	Status	Comments
10						Cr Blight and A.CEO met 2 October 2022 with DG DMIRS (regulator) to brief and seek contact. Update: CEO held an online meeting 7 December 2022 with Director of Safety at regulating Department of Mines, Industrial Relations and Safety with promise of further engagement with DMIRS and Western Power.
11						Acting CEO met via Teams with DMIRS (regulator) 7 December 2022; agreement to seek meeting with Western Power and to present to the WALGA zone early 2023.
12	28-Jun-22	4812		That Council write to the Minister of Energy advising of Council Resolution 4775 (26 April 2022, technical matters related to power pole Insulators), seeking material information and advice.		Council briefed 2 August 2022; ministerial letter not sent pending outcomes of Western Power / regulator discussions/ Wrote to Minister 19 April 2023. No response as yet.
13					In progress.	A representative of DMIRS presented at a recent WALGA zone meeting. This presentation indicated the current investigation process is unsatisfactory and the matter will have to be escalated. (Note above item)
14	2/08/2022	4833	Request for Tender 07 of 2021/22 Provision of Medical Services to Wagin	1. That the attached confidential tender assessment be considered for tenders received for the Provision of Medical Services to Wagin (Tender 07 2021-22); and, 2. That Council accept the recommended tender of Dr N Du Preez and a contract be negotiated by the CEO for the delivery of general practitioner medical services	In progress.	Contract let; related procurement completed; installation of equipment completed; handover date 31 January 2023; commencement of agreement 1 February 2023; commencement of trade 6 February 2023. Post-implementation review to occur prior to budget.
15	27/09/2022	4869	Disaster Recovery Planning for Information Technology	1. That Council supports the preparation of business continuity planning for information and communications technology; 2. That the attached Statement of Intent is adopted as a guide to this planning; and, 3. That such documentation when prepared should integrate with other disaster and corporate planning of the shire.	In progress.	Meeting held with managed services provider 12 October seeking advice and agreement on approach; to be progressed. CEO participated in cyber security project with managed services provider and insurer (refer CEO report November 2022). Information gathering complete and the plan is now being written.



11.1.2 BUSH FIRE BRIGADES LOCAL LAW 2023

PROPONENT:	Not Applicable
OWNER:	Not Applicable
LOCATION/ADDRESS:	Not Applicable
AUTHOR OF REPORT:	Ian McCabe, Chief Executive Officer
SENIOR OFFICER:	Not Applicable
DATE OF REPORT:	16 May 2023
PREVIOUS REPORT(S):	30 January 2023
DISCLOSURE OF INTEREST:	NIL
FILE REFERENCE:	CM.LE.3
STRATEGIC DOCUMENT REFERENCE:	
ATTACHMENTS:	<ol style="list-style-type: none"> 1. Public Notice; 2. Letter 3 March Minister Carey; 3. Letter 3 March Minister Dawson; 4. National Competition Policy Statement 5. Response Department of Local Government; 6. Response Minister Dawson; 7. Shire of Wagin Bush Fire Brigades Local Law 2023.

OFFICER RECOMMENDATION

Moved Cr

Seconded Cr

That Council:

1. Adopt and make the Shire of Wagin Bush Fire Brigade Local Law 2023.
2. Authorise the Shire President and CEO to sign the local law and affix the Common Seal.
3. Request the Chief Executive Officer arrange for the publishing of this local law in the Government Gazette.
4. Request the Chief Executive Officer publish this local law and take any action to ensure compliance and effect this local law.

Carried 0/0

BRIEF SUMMARY

Section 3.5 of the Local Government Act 1995 ('the Act') provides the local government with the power to make local laws. These must be reviewed at east



each eight years from commencement to determine change, repeal or amendment (s. 3.16).

This item seeks to address an invalid local law which requires the making of a local law in accordance with section 3.12 of the Act.

BACKGROUND/COMMENT

A review of local laws is to be completed within eight years of the commencement of a local law (section 3.16 Local Government Act 1995).

A review of 21 local laws was conducted between July 2020 and June 2021 and addressed by several reports and council decisions (refer resolutions 4326 July 2020; 4525 April 2021; and 4572 June 2021).

A recent technical enquiry from the Department of Fire and Emergency Services (DFES, in concert with the State Solicitor's Office) and investigation of the local law review process by the CEO indicated that this local law was possibly invalid. This is because not all requirements of the process had been completed. These include publication in the Government Gazette and submission to the Joint Standing Committee on Delegated Legislation but may also extend to failing to provide the proposed law to all affected Ministers (not just the Minister for Local Government).

Council decided at the February 2023 meeting to endorse a new local law and provide for community consultation as per s. 3.12 (3) (a) (iii) of the Local Government Act 1995 (the Act). This was completed 3 March to 24 April 2023 with no submissions received (refer Attachment 1).

Sections 3.12 (3) (b) of the Act requires the local government to give the Minister for Local Government and other affected Ministers a copy of the proposed law. The proposed local law, which is based on a West Australian Local Government Association (WALGA) model law, was submitted with no amendments to the Minister for Local Government and the Minister for Emergency Services and their comment invited 3 March 2023.

A response was received from the office of the Minister for Emergency Services 5 April 2023 which indicates the request was forwarded to DFES who made no comment on the proposed local law; in addition, the Minister's office made typographical suggestions (refer Attachment 2).

A response from the Department of Local Government was received 18 April 2023 and makes typographical suggestions and makes process references; these have been considered when preparing this item and have also been provided to WALGA to improve future drafts of this model local law (refer Attachment 3).



The Shire of Wagin Bush Fire Brigades Local Law 2023 is presented with all due comments considered and minor typographical changes incorporated. There is no material changes made since commended to council for consideration as a draft. The local law is now presented for council's approval.

On approval, this local law will be published in the Government Gazette; explanatory memorandum prepared; and the memorandum and details of gazettal forwarded to the Joint Standing Committee on Delegated Legislation; and copies of the approved local law be provided to affected Ministers. Failure to meet these requirements will render the local law invalid.

A low but valid risk is that the Joint Standing Committee on Delegated Legislation may declare a local law inconsistent with other law or otherwise invalid.

CONSULTATION/COMMUNICATION

James McGovern, Manager Governance and Procurement, West Australian Local Government Association; Steven Elliott, acting Principal Strategy Officer, Department of Local Government, Sports and Cultural Industries; Hon Stephen Dawson MLC, Minister for Emergency Services; Alex Hickman, Advisory Officer (Legal), Legislative Council Committee Office of Western Australia (WA Parliament); Department of Premier and Cabinet; bush fire brigades, Shire of Wagin; community at large.

STATUTORY/LEGAL IMPLICATIONS

A valid local law supports the bush fire brigades and their members within the Shire of Wagin and neighbouring local governments with whom there is a shared resources agreement. A valid local law affords legal and other protections and forms a critical component of the shire's risk management on behalf of the district.

Relevant legislation includes:

Bush Fires Act 1954; Bush Fire Regulations 1954; Fire Brigades Act 1942; Local Government Act 1995 (and regulations); Fire and Emergency Services Act 1998.

POLICY IMPLICATIONS

The following Council policies have relevance to this item:

A.4 Wagin Fire Tender; A.11 Release of Employees to Assist in Emergency situations; A.18 Asset Management; A.19 Emergency Management; A.26 Legislative Compliance; section B of the policy manual which relates to Bush Fire.

FINANCIAL IMPLICATIONS

Administrative time, cost of gazettal and publishing of various notices; expenditures and staff time of approximately \$5,000.



STRATEGIC IMPLICATIONS

Bush fire brigades are central to emergency planning and response and accordingly are an important part of the local government's risk management and demonstration of good governance of the district.

VOTING REQUIREMENTS

Absolute Majority.



PUBLIC NOTICE

Proposed Local Law

Shire of Wagin Bush Fire Brigades Local Law 2023

Council has resolved to make a new local law in accordance with s. 3.12 of the Local Government Act 1995 and the Bush Fires Act 1954. The proposed local law will be known as the Shire of Wagin Bush Fire Brigades Local Law 2023 and will apply throughout the district.

The purpose of this local law is to provide for the establishment and dissolution of bush fire brigades; command at a fire; the application of rules to a bush fire brigade; and the organisation and maintenance of bush fire brigades.

The effect of the proposed local law is to enable the carrying out of normal brigade activities, as well as provide for local government policies, funding, organisation and maintenance of the brigades; memberships; and matters related to equipment.

Copies of the proposed local law may be collected from the Shire of Wagin administration office 2 Arthur Rd Wagin; viewed at the Shire of Wagin public library 3 Trent St Wagin; or downloaded from the Shire of Wagin official website (www.wagin.wa.gov.au).

Your comments are welcome. Please ensure you provide relevant comments to this local law and your contact details.

Please submit your written submission to the Shire of Wagin no later than **4.30pm Monday 24 April 2023**. They may be hand-delivered to 2 Arthur Rd Wagin; posted to mail PO Box 200 WAGIN WA 6315; or sent by email shire@wagin.wa.gov.au

All submissions will be considered by the local government and then Council will make a new local law.

IAN MCCABE

Chief Executive Officer

3 March 2023



Our ref. CM.LE.3 / Bush Fire Local Law 2023

Hon. John Carey MLA

Minister for Housing; Lands; Homelessness; Local Government

Minister.Carey@dpc.wa.gov.au

cc. legislation@dlgsc.wa.gov.au

Dear Minister

PROPOSED NEW LOCAL LAW

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The effect of the proposed local law is to enable the carrying out of normal brigade activities, as well as provide for local government policies, funding, organisation and maintenance of the brigades; memberships; and matters related to equipment.

Public Notice of the proposed local law has been published today 3 March 2023 and will conclude 24 April 2023. Local Public Notice has been given in accordance with s. 1.7 of the Local Government Act 1995 and regulation 3A of the Local Government (Administration) Regulations 1996.

The proposed local law is a model law provided by the West Australian Local Government Association (WALGA) and has not been modified, other than insertion of the local government name and referencing the repeal of the Shire of Wagin Bush Fire Brigade Local Law 2002. Accordingly, the local law is compliant with National Competition Policy and I will not conduct a review.

I respectfully request your review and comment on the proposed local law and attach the following for your reference:



1. Local Public Notice 3 March 2023.
2. My statement on NCP.
3. The draft local law as intended to be published.

Please send any enquiry or comment to shire@wagin.wa.gov.au

A similar request has been sent to your parliamentary colleague, Hon. Stephen Dawson MLC, Minister for Emergency Services; Innovation and the Digital Economy; Medical Research; Volunteering

Thank You and Kind Regards,

IAN MCCABE

Chief Executive Officer

3 March 2023

Attachments: (3)



Our ref. CM.LE.3 / Bush Fire Local Law 2023

Hon. Stephen Dawson MLC

Minister for Emergency Services; Innovation and the Digital Economy; Medical Research; Volunteering.

minister.dawson@dpc.wa.gov.au

cc. legislation@dlgsc.wa.gov.au

Dear Minister

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A similar request has been sent to your parliamentary colleague, Hon. John Carey
MLA, Minister for Housing; Lands; Homelessness; Local Government

Thank You and Kind Regards,

IAN MCCABE

Chief Executive Officer

3 March 2023

Attachments: (3)



Our ref. CM.LE.3 / Bush Fire Brigade Local Law 2023

NATIONAL COMPETITION POLICY – STATEMENT

The proposed Shire of Wagin Bush Fire Brigades Local Law 2023 is a WALGA Model Law with no changes, other than insertion of the local government name and reference to repeal of the Shire of Wagin Bush Fire Brigades Local Law 2002.

Accordingly, this proposed local law is compliant with National Competition Policy.

A handwritten signature in black ink, appearing to read 'Ian McCabe', is positioned above the printed name.

IAN MCCABE

Chief Executive Officer

3 March 2023

From: Steven Elliott @dlgsc.wa.gov.au
Sent: Tuesday, 18 April 2023 11:22 AM
To: Ian McCabe
Subject: RE: CM.LE.3 UPDATED: proposed local law , Shire of Wagin

Good morning,

This email is regarding the Shire's proposed Bush Fire Brigades Local law. The Department's comments are provided below.

Bush Fire Brigades Local Law 2023

1. Local law partially made under other legislation – Bush Fires Act

The Department is aware that this local law is partially made using the powers provided by the *Bush Fires Act 1954*.

Accordingly, the Shire should ensure that a copy of the draft has been provided to the Minister for Emergency Services, presuming this has not already occurred. If that Minister does not receive a copy of the draft, this may impact the local law's validity.

The Department is also mindful that the Minister for Emergency Services and the Department of Fire and Emergency Services possess subject-specific knowledge in relation to bush fires and emergency response. Accordingly, any suggestions or feedback they provide to the Shire should be given full consideration.

2. Minor edits

The following minor edits are suggested:

- **Contents page:**
 - The phrase "Bush Fire" is capitalised in several areas. These should be changed to normal text.
 - Add an entry for the Schedule.
- **Clause 1.1:** Change the citation to italics.
- **Clause 1.2:** Change defined terms to bold and italics without quote marks (e.g. *brigade area*).
- **Clause 1.3:**
 - Change the citation to italics.
 - Delete "Local Laws relating to" and change "are" to "is".
- **Clause 2.3(1):** After the full stop, move the next sentence to a new subclause.
- **Clause 2.4(2):** Change "Schedule 1" to "the First Schedule" for consistency.
- Remove the excess space after clause 2.5.
- **Clause 2.7:** Change "a local government" to "the local government".
- **Clause 3.2:** Delete "thereto".

The Shire should also ensure that all references and cross references are checked, particularly if any further changes are made to the draft.

Minister’s Directions – pursuant to s 3.12(7) of the *Local Government Act 1995*

Please note: once the Shire has published a local law in the *Government Gazette*, the Shire must comply with the requirements of the Minister’s *Local Laws Explanatory Memoranda Directions 2010*. The Shire must, within 10 working days of the Gazettal publication date, forward the signed Explanatory Memoranda material to the Committee at the current address:

Committee Clerk
Joint Standing Committee on Delegated Legislation
Legislative Council Committee Office
GPO Box A11
PERTH WA 6837
Email: delleg@parliament.wa.gov.au
Tel: 9222 7404
Fax: 9222 7805

A copy of the Explanatory Memoranda forms can be downloaded from the Department of Local Government, Sport and Cultural Industries website at www.dlgsc.wa.gov.au. A copy of the Directions is also available at the Committee’s webpage at the Parliament WA website. Failure to comply with the Directions may render the local law inoperable.

Please note that my comments:

- have been provided to assist the Shire with drafting matters in relation to the local law;
- do not constitute legal advice;
- have been provided in good faith for the Shire’s consideration; and
- should not be taken as an approval of content.

The Shire should ensure that a detailed editorial analysis of the proposed local law has been undertaken and that the content of the local law is in accordance with the Shire’s policies and objectives.

Kind regards

Steven Elliott
A/Principal Strategy Officer

Department of Local Government, Sport and Cultural Industries
140 William Street, Perth WA 6000
GPO Box R1250, Perth WA 6844



**Minister for Emergency Services; Innovation and the Digital Economy;
Medical Research; Volunteering;
Deputy Leader of the Government in the Legislative Council**

Our ref: 62-333094

Mr Ian McCabe
Chief Executive Officer
Shire of Wagin

shire@wagin.wa.gov.au

Dear Mr McCabe

Thank you for your correspondence dated 3 March 2023, regarding the Shire of Wagin's proposed new Bush Fire Brigades (BFB) Local Law 2023.

I note that the purpose of this proposed local law is to provide for the establishment and dissolution of bush fire brigades; command at fire; the application of rules to a bush fire brigade; and the organisation and maintenance of bush fire brigades. I also note that the proposed new local law mirrors the model law developed by the Western Australian Local Government Association (WALGA).

Your correspondence was forwarded to the Department of Fire and Emergency Services (DFES) who did not have any comment on the content of the proposed local law other than a suggestion that the Shire undertake a final editorial check prior to publication, including the following minor amendments:

- Check the use of full stops in clause references in the 'Table of Contents' and throughout the document.
- Insert the name of the Shire where indicated, such as in the definition of "CEO" in clause 1.2(1), and the definition of "local law" in clause 1.1(2) of the First Schedule.

I thank you for writing to me on this matter and hope this information is of assistance.

Yours sincerely

Hon Stephen Dawson MLC
MINISTER FOR EMERGENCY SERVICES

05 APR 2023

SHIRE OF WAGIN

BUSH FIRE BRIGADES LOCAL LAW 2023

BUSH FIRES ACT 1954

LOCAL GOVERNMENT ACT 1995

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FIRST SCHEDULE

**BUSH FIRES ACT 1954
LOCAL GOVERNMENT ACT 1995**

Shire Of Wagin

BUSH FIRE BRIGADES LOCAL LAW 2023

Under the powers conferred by the *Bush Fires Act 1954* and under all other powers enabling it, the Council of the Shire of Wagin resolved on 23 May 2023 to make the following local law.

PART 1 - PRELIMINARY

1.1 Citation

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

1.2 Definitions

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

Act means the *Bush Fires Act 1954*;

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

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

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

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

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

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

Council means the Council of the local government;

Department means the Department of Fire and Emergency Services of Western Australia;

district means the district of the local government;

fire fighting member is defined in clause 4.2;

local government means the Shire of Wagin;

Regulations means Regulations made under the Act; and

Rules means the Rules Governing the Operation of Bush Fire Brigades set out in the First Schedule.

- (2) In this local law, unless the context otherwise requires, a reference to –
- (a) a Captain;
 - (b) a First Lieutenant;
 - (c) a Second Lieutenant;
 - (d) any additional Lieutenants;
 - (e) an Equipment Officer;
 - (f) a Secretary.
 - (g) a Treasurer; or
 - (h) a Secretary / Treasurer combined,

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

1.3 Repeal

The Shire of Wagin Bush Fire Brigades Local Law 2002 is repealed.

1.4 Application

This local law applies throughout the district.

PART 2 – ESTABLISHMENT OF BUSH FIRE BRIGADES

Division 1 – Establishment of a bush fire brigade

2.1 Establishment of a bush fire brigade

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

2.2 Name and officers of bush fire brigade

- (1) On establishing a bush fire brigade under clause 2.1(1) the local government is to –
 - (a) give a name to the bush fire brigade;
 - (b) specify the area in which the bush fire brigade is primarily responsible for carrying out the normal brigade activities (the “**brigade area**”); and
 - (c) appoint –
 - (i) a Captain;
 - (ii) a First Lieutenant;
 - (iii) a Second Lieutenant;
 - (iv) additional Lieutenants if the local government considers it necessary;
 - (v) an Equipment Officer;
 - (vi) a Secretary; and

- (vii) a Treasurer; or
 - (viii) a Secretary/Treasurer combined.
- (2) When considering the appointment of persons to the positions in subclause (1)(c), the local government is to have regard to the qualifications and experience which may be required to fill each position.
- (3) A person appointed to a position in subclause (1)(c) is to be taken to be a brigade member.
- (4) The appointments referred to in subclause (1)(c) expire at the completion of the first annual general meeting of the bush fire brigade.
- (5) If a position referred to in subclause (1)(c) becomes vacant prior to the completion of the first annual general meeting, then the local government is to appoint a person to fill the vacancy in accordance with subclause (2)

Division 2 – Command at a fire

2.3 Ranks within the bush fire brigade

- (1) Where under the Act and Bush Fire Operating Procedures members of the bush fire brigade have command of a fire, unless a bushfire control officer is in attendance at the fire, the Captain has full control over other persons fighting the fire, and is to issue instructions as to the methods to be adopted by the firefighters.
- (2) In the absence of the Captain, the first Lieutenant, and in the absence of the first, the second Lieutenant and so on, in the order of seniority determined, is to exercise all the powers and duties of the Captain.
- (3) Where a bushfire control officer is in attendance at a fire which the members of the bush fire brigade have command of under the Act and the Bush Fire Operating Procedures, the most senior bushfire control officer has full control over other persons fighting the fire and is to issue instructions as to the methods to be adopted by the fire fighters.

Division 3 – Application of Rules to a bush fire brigade

2.4 Rules

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

Division 4 – Transitional

2.5 Existing Bush Fire Brigades

- (1) Where a local government has established a bush fire brigade prior to the commencement date, then on and from the commencement day –
 - (a) the bush fire brigade is to be taken to be a bush fire brigade established under and in accordance with this local law;
 - (b) the provisions of this local law apply to the bush fire brigade save for clause 2.2; and

- (c) any rules governing the operation of the bush fire brigade are to be taken to have been repealed and substituted with the Rules.
- (2) In this clause –
“**commencement day**” means the day on which this local law comes into operation.

Division 5 – Dissolution of bush fire brigade

2.6 Dissolution of bush fire brigade

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

2.7 New arrangement after dissolution

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

PART 3 - ORGANISATION AND MAINTENANCE OF BUSH FIRE BRIGADES

Division 1 – Local government responsibility

3.1 Local government responsible for structure

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

3.2 Officers to be supplied with Act

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

Division 2 – Chief Bush Fire Control Officer

3.3 Managerial role of Chief Bush Fire Control Officer

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

3.4 Chief Bush Fire Control Officer may attend meetings

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

3.5 Duties of Chief Bush Fire Control Officer

The duties of the Chief Bush Fire Control Officer include –

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

Division 3 – Annual general meetings of bush fire brigades

3.6 Holding of annual general meeting

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

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

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

3.8 Nomination of bush fire control officer to the local government

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

3.9 Minutes to be tabled before the Bush Fire Advisory Committee

- (1) The Secretary is to forward a copy of the minutes of the annual general meeting of a bush fire brigade to the Chief Bush Fire Control Officer within one month after the meeting.
- (2) The Chief Bush Fire Control Officer is to table the minutes of a bush fire brigade's annual general meeting at the next meeting of the –
 - (a) Bush Fire Advisory Committee; or
 - (b) Council, if there is no Bush Fire Advisory Committee, following their receipt under subclause (1).

Division 4 – Bush Fire Advisory Committee

3.10 Functions of Advisory Committee

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

3.11 Advisory Committee to nominate bush fire control officers

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

3.12 Local government to have regard to nominees

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

3.13 Advisory Committee to consider bush fire brigade motions

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

PART 4 – TYPES OF BUSH FIRE BRIGADE MEMBERSHIP

4.1. Types of membership of bush fire brigade

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

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

4.2 Fire fighting members

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

4.3 Associate members

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

4.4 Cadet members

Cadet members are –

- (a) to be aged 11 to 15 years;

- (b) to be admitted to membership only with the consent of their parent or guardian;
- (c) admitted for the purpose of training and are not to attend or be in attendance at an uncontrolled fire or other emergency incident;
- (d) to be supervised by a fire fighting member when undertaking normal brigade activities as defined by paragraphs (c), (d), (e), (f) and (g) of section 35A of the Act;
- (e) ineligible to vote at bush fire brigade meetings;
- (f) not to be assigned ranks under the Department's rank structure.

4.5 Honorary life member

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

4.6 Notification of membership

No later than 31 May in each year, the bush fire brigade is to report to the Chief Fire Control Officer the name, contact details and type of membership of each brigade member.

PART 5 – APPOINTMENT DISMISSAL AND MANAGEMENT OF MEMBERS

5.1 Rules to govern

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

PART 6 – EQUIPMENT OF BUSH FIRES BRIGADES

6.1 Policies of local government

The local government may make policies under which it –

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

6.2 Equipment in brigade area

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

6.3 Funding from local government budget

A request to the local government from the bush fire brigade for funding of protective clothing, equipment or appliance needs is to be received by the local government by 31 March in order to be considered in the next following local government budget, and is to be

accompanied by the last audited financial statement and a current statement of assets and liabilities of the bush fire brigade.

6.4 Consideration in the local government budget

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

FIRST SCHEDULE

RULES GOVERNING THE OPERATION OF BUSH FIRE BRIGADES

PART 1 - PRELIMINARY

1.1 Interpretation

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

PART 2 – OBJECTS AND MEMBERSHIP OF BUSH FIRE BRIGADE

2.1 Objects of bush fire brigade

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

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

2.2 Committee to determine applications

Applications for membership are to be determined by the Committee.

2.3 Conditions of membership

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

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

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

2.4 Applications for membership

An application for membership is to be in writing and is to be submitted to the Secretary and in the case of –

- (a) an application for firefighting membership is to be accompanied by a completed form in the form of that in Appendix I.
- (b) an application for associate membership is to be accompanied by a completed form in the form of that in Appendix II.
- (c) an application for cadet membership is to be accompanied by a completed form in the form of that in Appendix III.

2.5 Decision on application for membership

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

2.6 DFES to be notified of registrations

If any application for membership is approved, the Secretary of the bush fire brigade is to supply registration details to the Department within 14 days of a person being admitted to membership in the form required by the Department from time to time.

2.7 Termination of membership

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

2.8 Suspension of membership

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

- (b) terminate the membership; or
- (c) reinstate the membership.

2.9 Existing liabilities to continue

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

2.10 Member has right of defence

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

2.11 Objection Rights

A person whose -

- (a) application for membership is refused under clause 2.5(1)(b);
- (b) membership is terminated under clause 2.7(1)(c), clause 2.7(1)(d) or clause 2.8(3)(b);
or
- (c) membership is suspended under clause 2.8(1) or clause 2.8(3)(a),

has the right of objection to the local government which may dispose of the objection by –

- (a) dismissing the objection;
- (b) varying the decision objected to; or
- (c) revoking the decision objected to, with or without –
 - (i) substituting for it another decision; or
 - (ii) referring the matter, with or without directions, for another decision by the Committee.

PART 3 – FUNCTIONS OF BRIGADE OFFICERS

3.1 Chain of command during fire fighting activities

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

3.2 Duties Of Captain

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

3.3 Secretary

- (1) The Secretary is to –
 - (a) be in attendance at all meetings and keep a correct minute and account of the proceedings of the bush fire brigade in a book which shall be open for inspection by brigade members at any reasonable time;

- (b) answer all correspondence or direct it appropriately, and keep a record of the same;
 - (c) prepare and send out all necessary notices of meetings;
 - (d) receive membership fees, donations and other monies on behalf of the bush fire brigade, and remit them to the Treasurer upon receipt;
 - (e) complete and forward an incident report form in the form required by the Department to the Chief Bush Fire Control Officer and the Department within 14 days after attendance by the bush fire brigade at an incident.
 - (f) maintain a register of all current brigade members which includes each brigade member's contact details and type of membership.
 - (g) provide no later than 31 May in each year, a report to the Chief Bush Fire Control Officer detailing the name, contact details and type of membership of each brigade member.
- (2) Where a bush fire brigade attends an incident on more than one day, the incident report form is to be completed and forwarded under subclause (1)(e) within 14 days after the last day of attendance.

3.4 Treasurer

The Treasurer is to –

- (a) receive donations and deposits from the Secretary, and deposit all monies to the credit of the bush fire brigade's bank account;
- (b) pay accounts as authorized by the Committee;
- (c) keep a record of all monies received and payments made, maintain the accounts and prepare the balance sheet for each financial year;
- (d) be the custodian of all monies of the bush fire brigade; and
- (e) regularly inform the Secretary of the names of those brigade members who have paid their membership fees.
- (f) report on the financial position at meetings of the bush fire brigade or Committee.

3.5 Equipment Officer

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

3.6 Storage of equipment

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

3.7 Equipment Officer to report

The Equipment Officer is to provide, no later than 31 May of each year, a report to the local government and bush fire brigade captain describing the nature, quantity and quality of all

protective clothing, equipment and appliances of the bush fire brigade which are generally available within the bush fire brigade area (or at a station of the bush fire brigade).

PART 4 – COMMITTEE

4.1 Management of bush fire brigade

- (1) Subject to the provisions of these Rules, the administration and management of the affairs of the bush fire brigade are vested in the Committee.
- (2) Without limiting the generality of subclause (1), the Committee is to have the following functions –
 - (a) to recommend to the local government amendments to these Rules;
 - (b) to draft the annual budget for the bush fire brigade and present it at the annual general meeting of the bush fire brigade;
 - (c) to propose a motion for consideration at any meeting of the bush fire brigade;
 - (d) to recommend to the local government equipment which needs to be supplied by the local government to the bush fire brigade;
 - (e) to invest or place on deposit any of the funds of the bush fire brigade not immediately required to perform the normal brigade activities;
 - (f) to delegate to a person, as from time to time thought fit, any functions (being less than the total functions of the Committee) on any conditions it thinks fit;
 - (g) to do all things necessary or convenient in order to perform any of its functions and to secure the performance of the normal brigade activities by the bush fire brigade; and
 - (h) deal with membership applications, grievances, disputes and disciplinary matters.

4.2 Constitution of Committee

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

PART 5 – MEETINGS OF BUSH FIRE BRIGADE

5.1 Ordinary meetings

- (1) Ordinary meetings may be called at any time by the Secretary by giving at least 7 days notice to all brigade members and to the Chief Fire Control Officer, for the purpose of –
 - (a) organising and checking equipment;
 - (b) requisitioning new or replacement equipment;

- (c) organising field excursions, training sessions, hazard reduction programs, and the preparation of fire-breaks;
 - (d) establishing new procedures in respect of any of the normal brigade activities; and
 - (e) dealing with any general business.
- (2) In a notice given under subclause (1), the Secretary is to specify the business which is to be conducted at the meeting.
 - (3) Business may be conducted at an ordinary meeting of the bush fire brigade notwithstanding that it was not specified in a notice given under subclause (1) in relation to that meeting.

5.2 Special meetings

- (1) The Secretary is to call a special meeting when 5 or more brigade members request one in writing.
- (2) At least 2 days notice of a special meeting is to be given by the Secretary, to all brigade members and to the Chief Bush Fire Control Officer.
- (3) In a notice given under subclause (2) the Secretary is to specify the business which is to be conducted at the meeting.
- (4) No business is to be conducted at a special meeting beyond that specified in a notice given under subclause (2) in relation to that meeting.

5.3 Annual general meeting

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

5.4 Quorum

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

5.5 Voting

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

5.6 Auditor

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

PART 6 – MEETINGS OF COMMITTEE

6.1 Meetings Of Committee

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

6.2 Quorum

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

6.3 Voting

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

PART 7 – GENERAL ADMINISTRATION MATTERS

7.1 Fees

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

7.2 Funds

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

7.3 Financial year

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

7.4 Banking

- (1) The funds of the bush fire brigade are to be placed in a bank account and are to be drawn on only by cheques signed jointly by any 2 of the Captain, Secretary or Treasurer.
- (2) If the Secretary/Treasurer is a combined position, the Captain and Secretary/Treasurer are to sign the cheques referred to in subclause (1).

7.5 Disclosure of interests

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

7.6 Disagreements

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

PART 8 – NOTICES AND PROXIES

8.1 Notices

- (1) Notices of meetings of the bush fire brigade are to be in writing and sent by ordinary post to the registered address of each brigade member.
- (2) Notices of meetings of the Committee may be given in writing in accordance with subclause (1) or by such other means as the Committee may decide (by an absolute majority) at a meeting of the Committee.
- (3) Any accidental omission to give notice of a meeting to, or non-receipt by a person entitled to receive such notice, is not to invalidate the meeting the subject of the notice or any resolutions passed at the meeting.
- (4) Where any notice other than a notice of meeting is to be given under these Rules, the notice is to be –
 - (a) in writing;
 - (b) unless otherwise specified, given to or by the Secretary;
 - (c) given by –

- (i) personal delivery;
- (ii) post; or
- (iii) facsimile transmission;
- (d) taken to have been received, as the case may be –
 - (i) at the time of personal delivery;
 - (ii) 2 business days after posting; or
 - (iii) on the printing of the sender's transmission report.

8.2 Proxies

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

“PROXY

[INSERT NAME] BUSH FIRE BRIGADE

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

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

MOTION FOR / AGAINST ABSTAIN

1.
2.

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

Date: _____

Signed: _____

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

Dated this day of 20

APPENDIX I

APPLICATION FOR MEMBERSHIP - FIRE FIGHTING MEMBER

I make application to be a fire fighting member of the Bush Fire Brigade.

Applicant's Name

My private address is

.....

My business address is

.....

Usual Occupation.....

I can be contacted on:

Telephone No: (Home)(Work) Mobile

Fax No: (Home)..... (Work).....

CB Radio Channel Call Sign

If needed, I can provide my own transport to the scene of any outbreak. (This line to be struck out if not applicable)

I hold a current driver's licence No Classes

.....

I declare that I am at least 16 years of age and in good health with no known medical conditions which might limit my capacity to fight fires.

I give these undertakings –

- (1) to promote the objects of the bush fire brigade as far as is in my power;
- (2) to be governed by the provisions of the *Bush Fires Act 1954* and the Regulations made under that Act, and the local law and policies of the *[insert name of local government]* relevant to fire control and bush fire brigades;
- (3) to use my best endeavours to give assistance in fire fighting measures when called upon and on such occasions to obey all orders and instructions issued by duly authorized officers of the bush fire brigade or the local government;
- (4) to comply with the Rules of the bush fire brigade.

Date

Applicant's signature

Please list here any fire fighting equipment owned by you.

- 1.
- 2.
- 3.

BUSH FIRE BRIGADE USE ONLY:

APPROVED / DECLINED

Signed:

Brigade Captain

**APPENDIX II
APPLICATION FOR MEMBERSHIP - ASSOCIATE MEMBER**

I make application to be an associate member of the..... Bush Fire Brigade.

(a) I am prepared to offer to transport fire fighting members and/or equipment to the scene of any outbreak when called upon. I have a motor vehicle of the following type available for such purpose.

MDL No: Classes:

(b) I am prepared to offer my services in the following capacity:-

.....
.....
(paragraph (a) or (b) above may be struck out if not applicable)

Applicant's Name

My private address is

My business address is.....

I can be contacted on:

Telephone No:(Home)(Work).....Mobile

Fax No:(Home)(Work).....

CB Radio: Channel Call Sign.....

I give these undertakings –

- (1) to promote the objects of the bush fire brigade as far as is in my power;
- (2) to be governed by the provisions of the *Bush Fires Act 1954* and any Regulations made under the Act and the local law and policies of the *[insert name of local government]* relevant to fire control and bush fire brigades;
- (3) to use my best endeavours to assist in normal bush fire brigade activities as an associate member when called upon;
- (4) to comply with the Rules of the bush fire brigade.

Date

.....
Applicant's signature

BUSH FIRE BRIGADE USE ONLY:
APPROVED / DECLINED
Signed:

**APPENDIX III
APPLICATION FOR MEMBERSHIP - CADET MEMBER**

I make application to be a cadet member of the Bush Fire Brigade.

Applicant's Name

My private address is

.....

I can be contacted on:

Telephone No: (Home)..... (Work)

Fax No: (Home)

CB Radio: Channel Call Sign

I declare that I am years of age and in good health.

Date of Birth:

I give these undertakings –

- (1) to promote the objects of the bush fire brigade as far as is in my power;
- (2) to be governed by the provisions of the *Bush Fires Act 1954* and the Regulations made under that Act, and the local law and policies of the *[insert name of local government]* relevant to the activities of cadet members;
- (3) to obey all orders and instructions issued by duly authorized officers of the bush fire brigade or the local government;
- (4) to comply with the Rules of the bush fire brigade.

Date

.....

Applicant's signature

PARENT / GUARDIAN CONSENT:

I being the parent/guardian of the above applicant, consent to him/her being a cadet member of the Bush Fire Brigade, in accordance with the rules applicable to cadet membership.

Signed

BUSH FIRE BRIGADE USE ONLY:

APPROVED / DECLINED

Signed:

Brigade Captain

Dated this 23rd day of May 2023.

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

Cr PHILLIP BLIGHT, Shire President.

Mr IAN MCCABE, Chief Executive Officer.



11.1.3 PROPOSED ASSET TRANSFER: PUNTAPIN DAM

PROPONENT:	Not Applicable.
OWNER:	Water Corporation
LOCATION/ADDRESS:	Not Applicable
AUTHOR OF REPORT:	Chief Executive Officer
SENIOR OFFICER:	Not Applicable
DATE OF REPORT:	16 May 2023
PREVIOUS REPORT(S):	Item 12.1.4 December 2021
DISCLOSURE OF INTEREST:	NIL
FILE REFERENCE:	SD.SP.3
STRATEGIC DOCUMENT REFERENCE:	
ATTACHMENTS:	<ol style="list-style-type: none"> 1. Letter from Minister for Water April 2015; 2. Water Corp presentation February 2023; 3. Water Corporation estimation of forward works; 4. Costs Estimate

OFFICER RECOMMENDATION

Moved Cr

Seconded Cr

That Council:

1. Affirm the decision to request transfer of the Puntapin Dam asset from Water Corporation to the local government;
2. Thank Water Corporation for the entity's continued support of this proposal;
3. Request that Water Corporation prepare and present detailed forward works programme with timings to enable the transfer of the asset in a safe and fit for operational purposes condition;
4. Request that Water Corporation provide suitable documentation and resource advice to enable forward management of the asset upon transfer.

Carried 0/0

BRIEF SUMMARY

This item addresses the proposed transfer of the Water Corporation dam asset at Puntapin to the Shire of Wagin.



BACKGROUND/COMMENT

The Puntapin dam has been an important water supply resource since construction in 1929. The dam was the Wagin district's main potable water supply until 1956 when the town was connected to the Wellington Dam.

In recent decades the condition of the dam has declined, and maintenance by Water Corporation largely ended. The Shire of Wagin has periodically pursued access to water collected from the dam for emergent and agricultural purposes and a new pipe was installed in 2013 to enable this.

From 2014, Water Corporation pursued the transfer of inactive assets to local governments. Following a meeting in April 2015 with the then Minister for Water, Hon. Mia Davies MLA, in-principle agreement was reached for the transfer of the dam asset to the shire subject to a council resolution.

At the April 2015 ordinary meeting, Council resolved the following:

2702 OFFICERS RECOMMENDATION & COUNCIL DECISION

Moved: Cr. I C Cumming

Seconded: Cr. J L C Ballantyne

That Council advise the Water Corporation that it is prepared to accept the responsibility and vesting of the Puntapin Dam and associated reserves and infrastructure.

Carried 10/0

This item seeks to confirm Council's position based on the advice provided as to possible costs and future works required, as well as any opportunities that may arise.

The CEO sought some indication from Water Corporation as to maintenance activities and costs – this is provided at Attachment 1. There is no dollar estimate so the CEO has prepared an estimate for these for inclusion in forward planning – see Attachment 2. These costs have been annualised where necessary. The main consideration beyond dollar values is the number of hours diverted to dam related activities; these are estimated at 62 hours plus plant hours per year and approximately \$11,706 annually (2023 dollars).

No estimation has been made for any asset replacement costs not the timeline in which they may occur. Assuming Water Corporation refurbish the dam to a standard that is fit for purpose (this may require further definition) and that no substantial additional investment is required, there is likely to be a low risk of additional spend in the first five years following handover.

However, the useful life of water storage dams is 30 years and related support assets such as pumps is up to 20 years (bearing in mind these are not new assets but will be serviced and or refurbished). For the purposes of this item if we assume a



useful life of 20 years and an initial investment of \$700,000; an interest rate of 5% and diminishing value of 5% per annum; it would be prudent for council to include \$35,000 per annum from year six in an asset reserve for this asset (and perhaps a smaller amount prior to that time).

Accordingly, in 2023 dollars, acceptance of this asset will require annual expenditure or allocation of approximately \$18,706 in years one to five.

More critical to a small team is the opportunity cost of 62 hours per year (close to two work weeks). This may require re-prioritisation or diversion from other works activities; alternatively, if under-utilised labour is engaged for mechanical or other general works activities this will result in an increased labour budget.

It is recognised that water supply is a major challenge due to climate change; location; access to support resources; and the demand of agriculture, local government and economy. These challenges should be met and the support of Water Corporation in making this asset safe and suitable for purpose is welcomed and appreciated.

It is noted also that proximity to Puntapin Rock presents some management issues and opportunities. The Puntapin rock has been offered for inclusion in the Noongar land estate as part of the South-West Native Title Settlement; additionally, the management of the rock is subject to a Management Plan with the sole parties being the Minister for Lands and the Noongar Boodja Trust. While there is a requirement to make the Management Plan workable and reach agreement with parties such as the local government, there is an element of risk to management of adjacent assets such as the dam which are reliant on runoff from the rock. Representations have been made to the Department of Planning, Lands and Heritage in the past and in recent times to make certain what arrangements may be implemented, but this remains to be resolved.

The opportunity to create local employment, however, is real with members of the Wagin aboriginal community keen to create culturally based tourism. The rock and the dam afford realistic opportunities in this regard and costs to acquire the dam may be offset by increased economic activity in the district.

There may be an increased risk and responsibility to Council for fire management.

CONSULTATION/COMMUNICATION

Water Corporation; full Council.

STATUTORY/LEGAL IMPLICATIONS

Local Government Act 1995; Water Corporation Act 1995; Land Administration Act 1997.



POLICY IMPLICATIONS

Council policies A.18 Asset Management; A.26 Legislative Compliance; F.19 Risk Management are relevant.

FINANCIAL IMPLICATIONS

Estimate provided within the item. In 2023 / 24 this is minimal; expected to be \$11,706 in 2024/25 and \$18,706 thereafter with possible expenditure and / or allocations of \$46,706 per annum in year six and thereafter. This is subject to further analysis and evidential investigation.

STRATEGIC IMPLICATIONS

Key Result Areas 1.1 Economic Diversity; 1.3 Support Tourism; 2.10 Optimise Water; 4.3 Maintain and Improve Natural Environment; are relevant.

VOTING REQUIREMENTS

Simple Majority



Minister for Water; Forestry; Youth

Our ref: 75-16736

Mr Phillip Blight
President, Shire of Wagin
PO Box 200
WAGIN WA 6315

Dear Mr Blight

PUNTAPIN DAM – REQUEST FOR REFURBISHMENT AND OWNERSHIP TRANSFER

Thank you for your letter dated 5 August 2021 regarding the Shire of Wagin's desire for the refurbishment of Puntapin Dam and for ownership of this asset to be transferred to the Shire.

I also extend my gratitude for your supportive comments regarding the State Government's advocacy on behalf of Western Australian farmers, to gain funding through the Commonwealth Government's National Water Grid Fund Connection pathway. I am pleased that the McGowan Government's efforts have finally been successful, and we have secured \$20 million of Commonwealth funds towards a \$43.5 million package to improve regional water security and reliability in WA.

With regard to Puntapin Dam, Water Corporation has advised me that they are aware of the Shire's frustrations regarding the delayed transfer of this asset to the Shire of Wagin, and they acknowledge that discussions have been ongoing for some time now, and they apologise for any concern this has caused.

The Water Corporation is open to the option of transferring the dam to the Shire of Wagin. This will be determined by the cost of the remediation that may be required to bring the dam up to the appropriate standards, before it can be safely transferred to the Shire.

A dam safety review is currently underway by Water Corporation's Dam Safety Engineering team and this review will advise on Puntapin Dam's risk rating and remediation requirements. The report is due in January 2022.

I have been assured that Water Corporation is committed to ongoing dialogue with the Shire regarding this matter, and I invite you to contact Water Corporation's Manager – Customer and Stakeholder for the Great Southern Region, Mr Mick Irving by telephone 9791 0409 or email Mick.Irving@watercorporation.com.au to continue these discussions.

I am pleased to advise that of the \$43.5m two-year National Water Grid Connections fund package to improve and secure water security in Western Australia, \$7.3m has been secured towards the Agricultural Area Dams and Strategic Community Water Supplies project to refurbish 70 community dams and supplies across the dryland agricultural area.

I am informed the Department of Water and Environmental Regulation and the Shire of Wagin have discussed possible projects that could be included and have agreed on upgrades to three sites; one of which is to connect the existing Puntapin Dam/Wagin townsite pipeline to two new 275 kilolitre capacity tanks, and a standpipe swipe card system at the Wagin Airstrip for emergency firefighting and farming needs.

The Department is aware negotiations are ongoing regarding the risk assessment and transfer of the Puntapin Dam to the Shire of Wagin. Once Water Corporation has finalised its risk and remediation report, the Department will explore further opportunities with the Shire of Wagin to optimise water supplies in Wagin through the Community Water Supply Program.

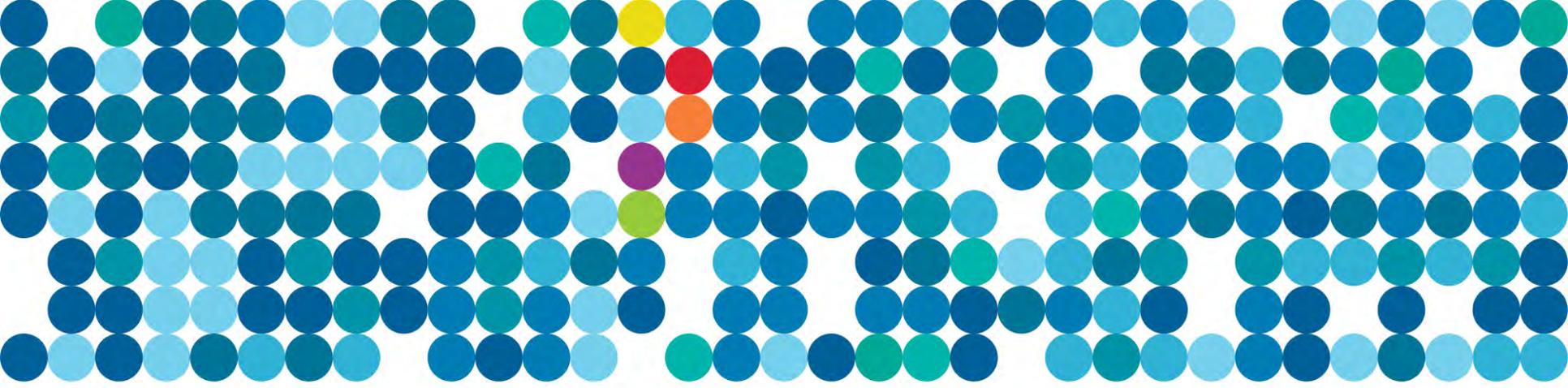
I thank you for taking the time to bring this matter to my attention and I trust the information I have provided is of assistance.

Yours sincerely



Hon Dave Kelly MLA
MINISTER FOR WATER

01 NOV 2021



Puntapin Dam

Alex Gower – 24 May 2022



Agenda

- Background
- Work completed
- Key observations
- Recommended works



Background

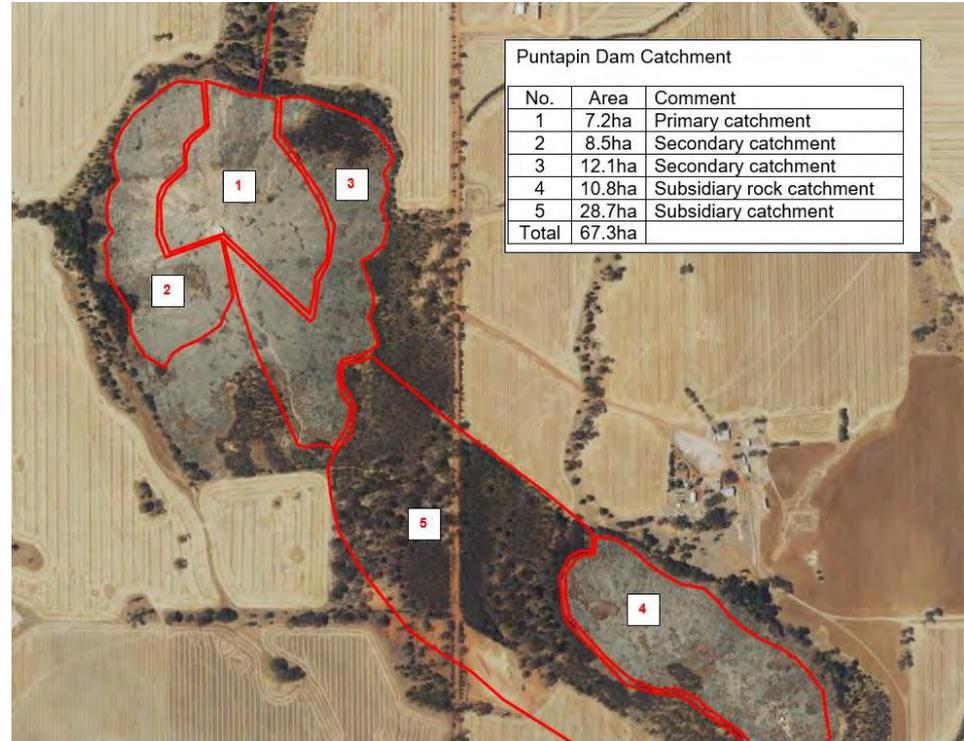


- Constructed for Wagin water supply
- Age unknown (~1930?)
- Drawings and records have been lost
- Capacity nominally 100ML
- Rock catchment



Catchment

- No historical records
- Catchment area approx. 67ha
- Annual rainfall approx. 390mm (*BoM site 10647*)
- Average annual runoff estimated to be 40-50ML

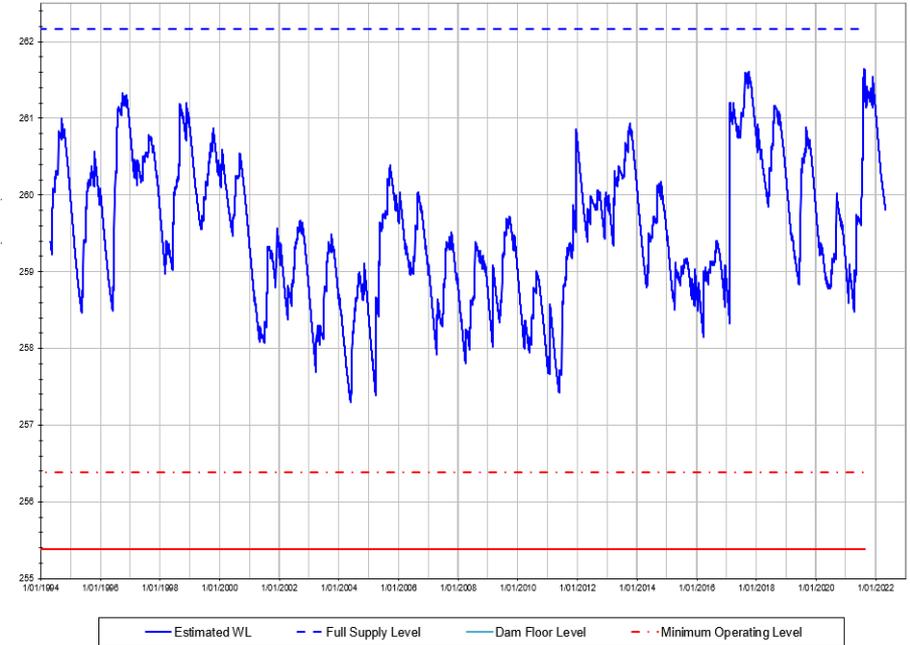


Catchment and dam yield



- Daily model
- Rainfall (BoM Wagin)
- Catchment run-off
- Evaporation
- Seepage loss
- Reliable yield
20 – 25 ML / year

Puntapin Dam - Estimated Water Level



Puntapin Dam - key features



- Earthfill embankments
- Upstream rock protection
- Clay core (possible?)
- 200m long DN900 RC inlet pipe
- Inlet structure and inflow channel
- Spillway overflow





Puntapin Dam - issues

- Failed inlet structure
- Significant erosion
- Crest settlement (~0.4m)
- Water leaking outside reservoir
effective max storage ~80ML
- Trees growing around the inlet pipe and dam
- Spillway cracking





Work undertaken

- Site inspection
- Feature survey
- Pipe inspection
- Structures assessment

Initial observations

- Inlet structure erosion
- Water ponding outside



Initial observations

- Vegetation growing on embankments



Initial observations



- Settlement and cracking of concrete at spillway
- Displaced/missing rip rap



Pipe Inspection (28-Sept-2021)



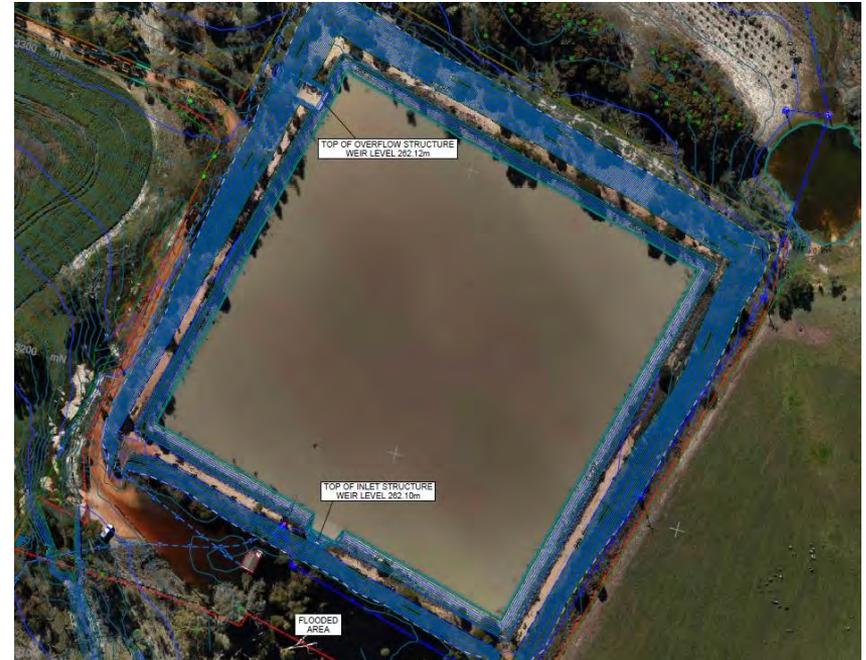
- Cracked pipe
(at least 5 locations)
- Root intrusion
(11 locations)
- Sweating / seepage
through pipe wall
- Failed joint repairs
underneath the dam wall



Survey (18-Aug-2021)



- Feature survey of the dam
- Drone survey from rock catchment to downstream properties
- CAD file with photographic overlay



Dam-break assessment



- Flow expected to cross Bullock Hills Road then flow to NW into existing river system





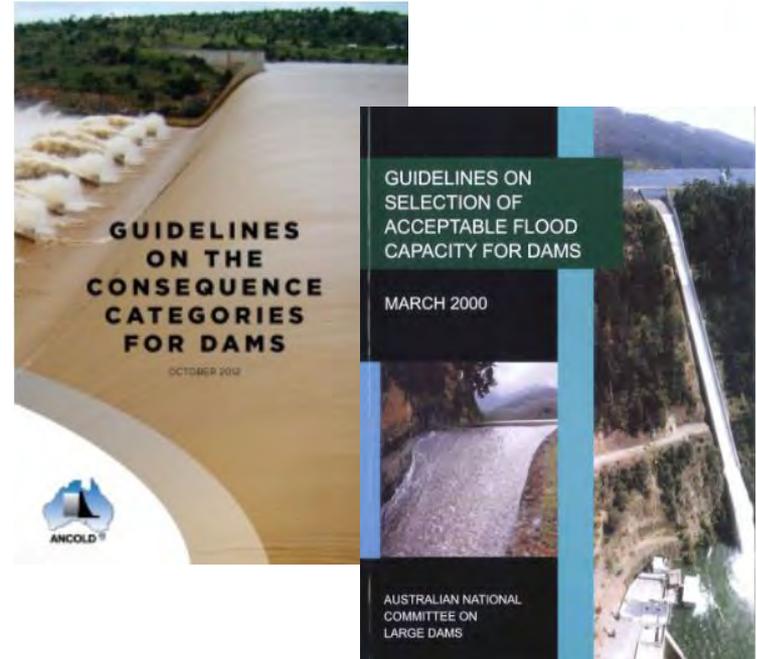
Dam-break assessment

- Bullock Hills Rd at 200m
- House at 500m – unlikely to be affected



Assessment against ANCOLD Guidelines

- Australian National Committee on Large Dams
- Guidelines:
 - Consequence categories for dams
 - Acceptable flood capacity for dams
 - Dam safety management
 - Risk assessment





ANCOLD consequence category

- Population at Risk = vehicles on Bullock Hills Road
PAR < 1
- Severity of Damage and Loss:
 - Total infrastructure costs <\$10 m = “Minor”
 - Impact on dam owner’s business = “Minor”
 - Health and social impacts = “Minor”
 - Environmental impacts = “Minor”
- Consequence Category = “**Very Low**”

Population at Risk	Severity of Damage and Loss			
	Minor	Medium	Major	Catastrophic
<1	Very Low	Low	Significant	High C
≥1 to <10	Significant (Note 2)	Significant (Note 2)	High C	High B
≥10 to <100	High C	High C	High B	High A
≥100 to <1,000	(Note 1)	High B	High A	Extreme
≥1,000		(Note 1)	Extreme	Extreme



Inlet capacity

- 200m long DN900 RC pipe
- Concrete headwall intake structure
- Inlet constrained flow <math><3\text{m}^3/\text{s}</math>
- Only rare rainfall events should exceed this





Spillway capacity

- Spillway modified to raise FSL in 1976 (~50mm settlement)
- Hydraulic capacity of spillway crest is higher than the inlet capacity (*meets ANCOLD criteria*)
- Issues with both condition and arrangement



Remedial Works - Purpose



- To address poor asset condition affecting:
 - Dam safety
 - Ability for dam to be utilized as a non-potable water supply
- Scope items
- Design Arrangement
- Cost Estimate

Remedial Works Scope Items



Scope item	Purpose	Priority
Inlet discharge structure <ul style="list-style-type: none"> Reconstruction 	Continued operation of water source Dam Safety	High
Inlet pipe <ul style="list-style-type: none"> Reconstruct last 20m Repair joints 	Continued operation of water source Dam Safety	High
Catchment inlet <ul style="list-style-type: none"> Penstock gate Fencing / balustrade Trash-rack 	Continued operation of water source Public Safety	Low High High
Spillway crest <ul style="list-style-type: none"> Reconstruct 	Dam Safety	High
Spillway chute and stilling basin <ul style="list-style-type: none"> Reconstruct 	Dam Safety	Medium
Embankment <ul style="list-style-type: none"> Remove vegetation Repair Rip-rap 	Dam Safety	High Medium
Miscellaneous <ul style="list-style-type: none"> Remove pump station pump and pipeline 	Public Safety 231 Dam Safety	Medium Medium

Ordinary Council Meeting

23 May 2023



Inlet Headwall - Safety

- 30m compliant edge protection
- 3m wide x 2m high stainless steel trash rack / exclusion grating



Inlet Headwall – Flow control



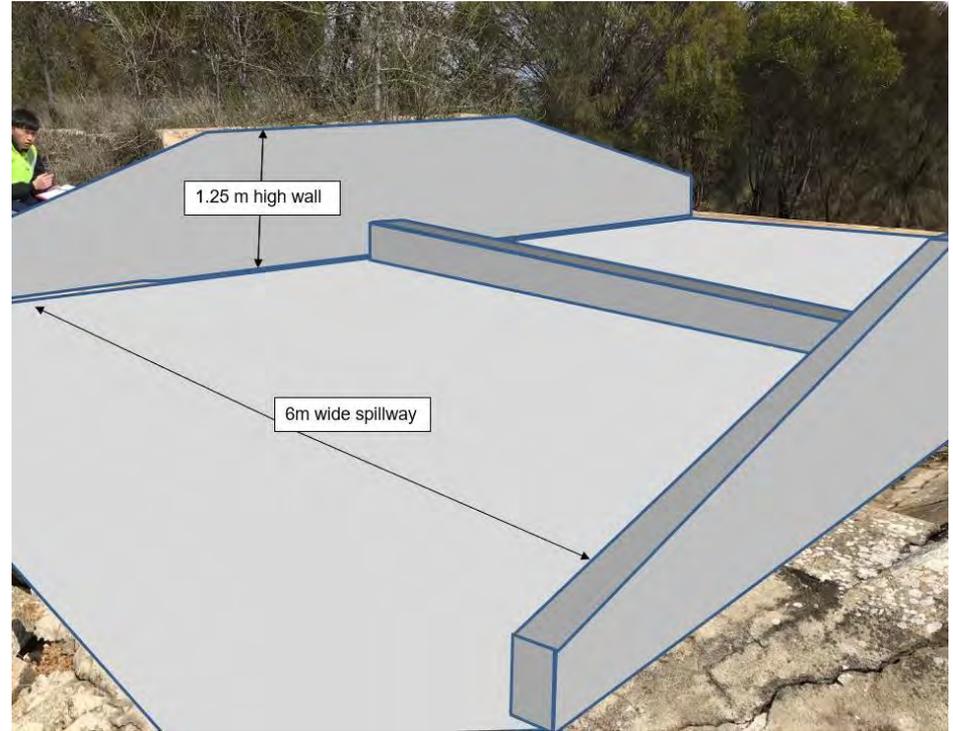
- Optional works
- Penstock gate for upstream isolation of pipe



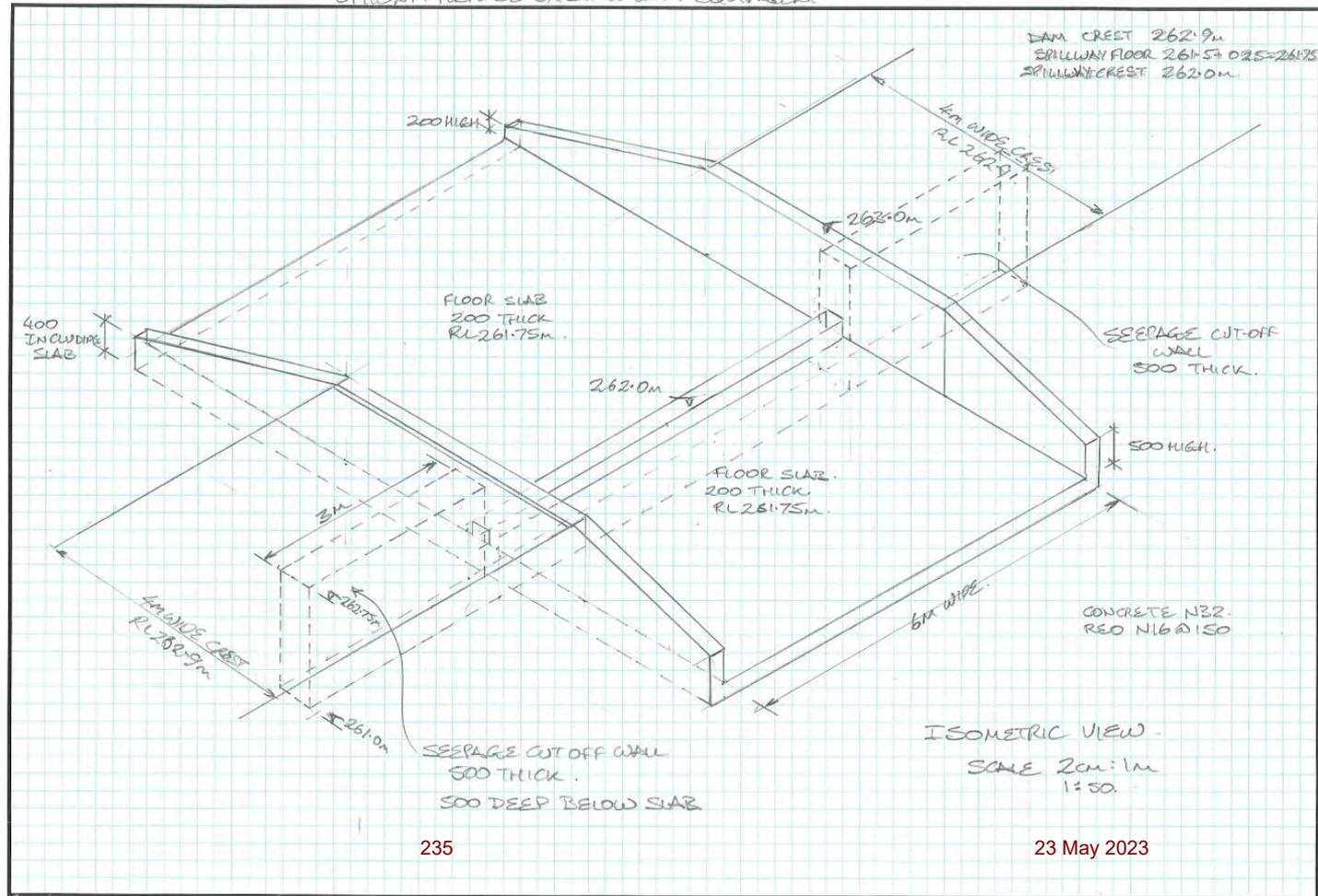
Spillway crest replacement



- Demolish existing dilapidated crest structure
- Construct new crest structure
6m wide
1.2m high walls
Crest RL 262.0m
- Retain existing chute



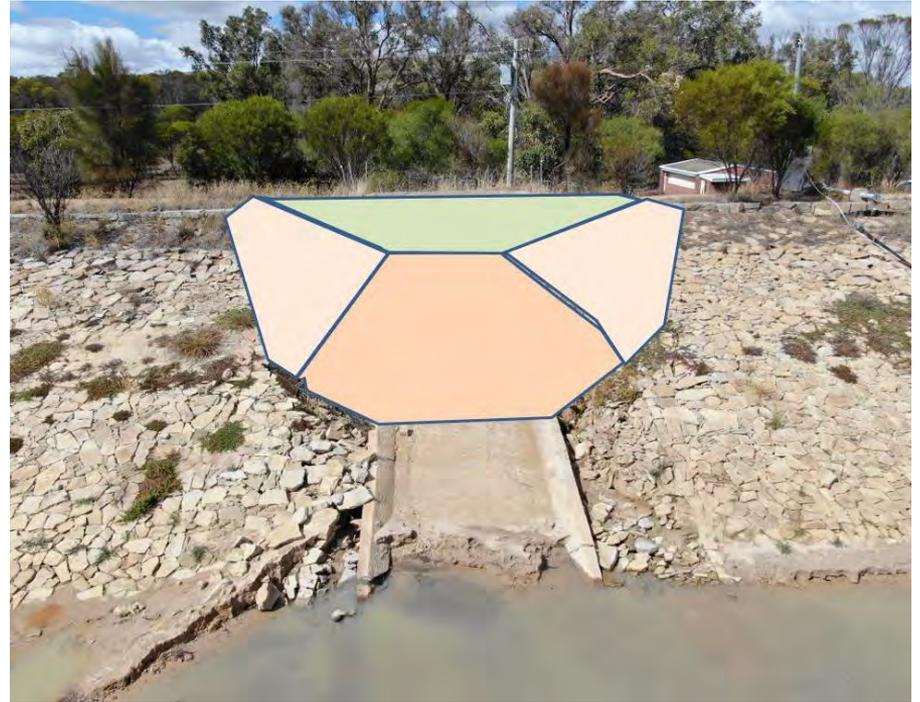
Spillway



Inlet Repair - Excavation



- Demolish existing
- Excavate eroded
 - 10m wide base
 - 1v:1h slopes
 - 4m deep (RL259m)





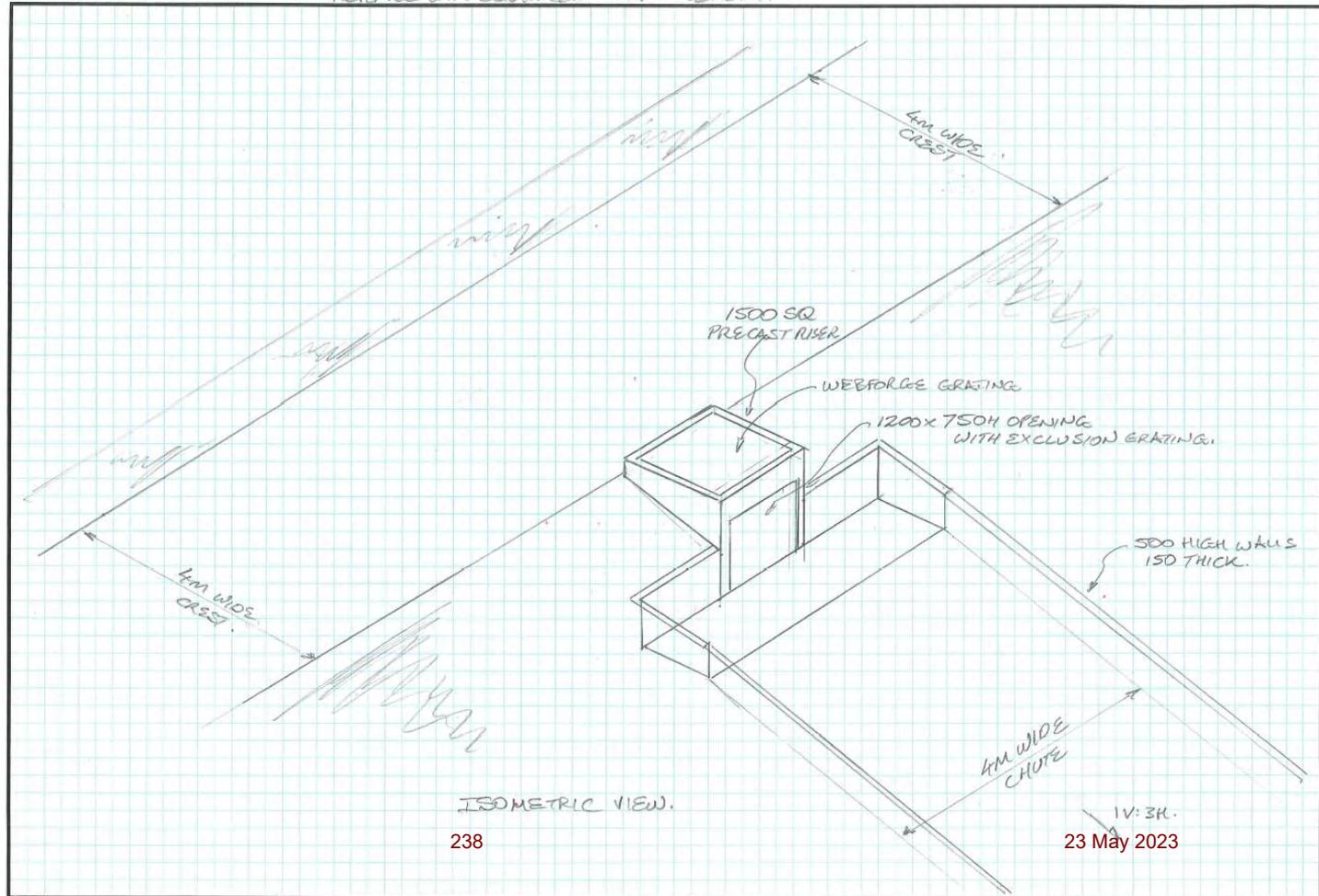
Inlet – Option 1 Reconstruction

- 24m DN1050 MSCL pipe
- 1500x1500 precast concrete riser
- Excavate eroded
 - 10m wide base
 - 1v:1h slopes
 - 4m deep (RL259m)



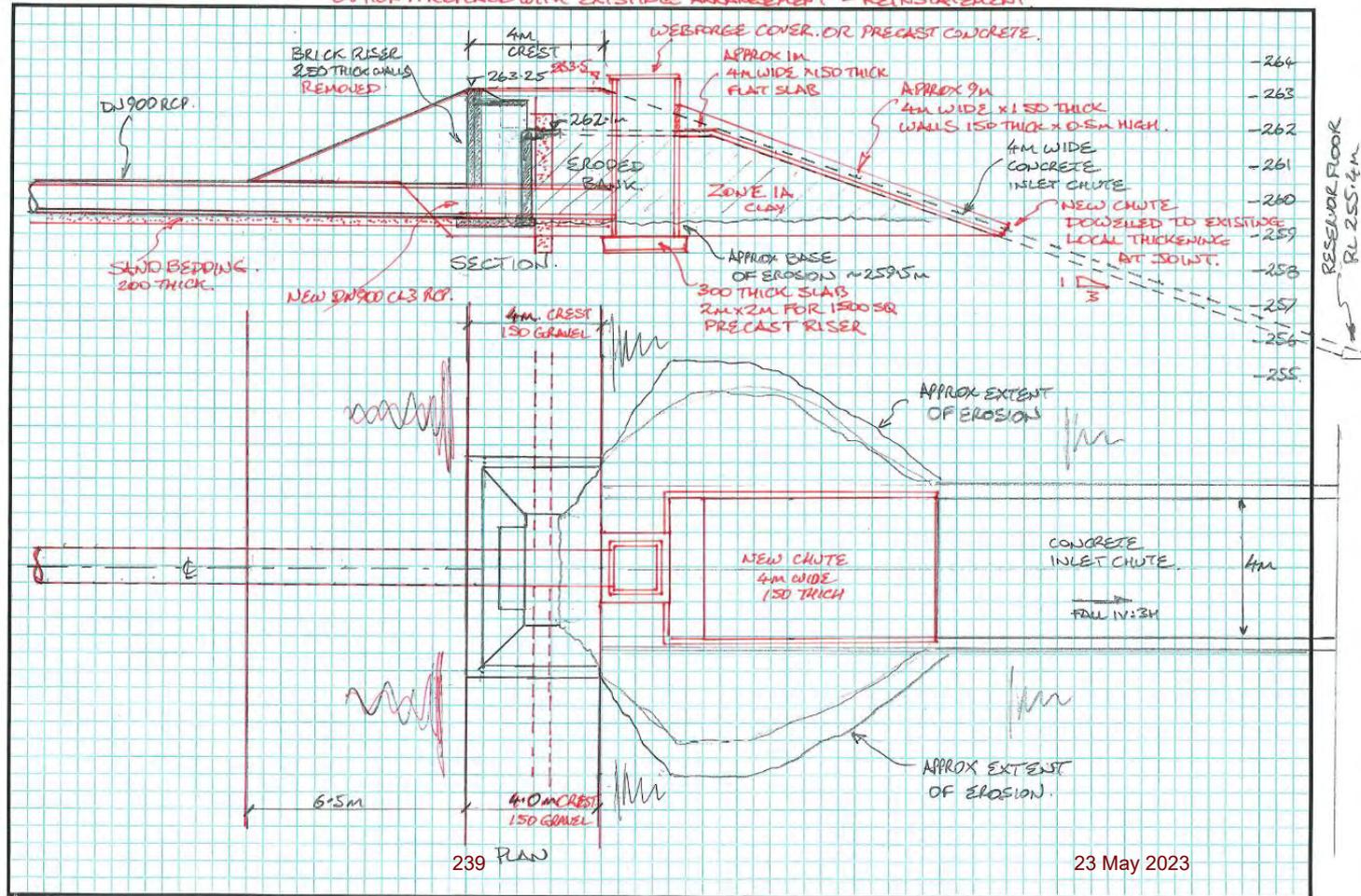
Inlet Option 1

- Excavate eroded
- 10m wide base
- 1v:1h slopes
- 4m deep (RL259m)
 - 24m DN1050 MSCL pip
 - 1500x1500 precast concrete riser
 - 4m wide concrete chute
150 thick
11m long
- Connect to existing



Inlet Option 1

- Excavate eroded
 - 10m wide base
 - 1v:1h slopes
 - 4m deep (RL259m)
- 24m DN1050 MSCL pipe
- 1500x1500 precast concrete riser
- 4m wide concrete chute
 - 150 thick
 - 11m long
 - Connect to existing





Inlet – Option 2

Riser tower in reservoir

- 36m DN1050 MSCL pipe
Concrete encased
through embankment
- DN1800 MSCL riser in
reservoir
- Rock protection to
prevent erosion



Embankment ancillary works



- Raise embankment crest to minimum RL262.9m
- Remove vegetation from embankments
- Gauge board replacement
- Modification of Shire outlet main



Other ancillary works

- Realign Inlet Pipe to maintain safe construction distance from incoming power / transformer pole Located ~4m from existing inlet pipe
- New site electrical DB at dam toe
- Site fencing and new gate
- Demolition of old pump station



Work to complete



Puntapin Dam remedial works

Concept Design

- Outstanding actions
 - validate cost estimate
- Concept design report

Confirm funding

- Resolve funding source
- Resolve project delivery

Complete design and documentation

- Prepare bid documents
 - Drawings
 - Schedule of Prices
 - Specification



Our Ref: 148637526

8 March 2023

Ian McCabe
Chief Executive Officer
Shire of Wagin
2 Arthur Road
Wagin 6315 WA
via email: ceo@wagin.wa.gov.au

Dear Mr McCabe

RE: RESERVE 2571 – PUNTAPIN ROCK DAM

As the Shire is aware, Puntapin Rock Dam is no longer a potable water source and the dam (and the associated land) is available for transfer to the Shire to supplement your water needs.

PROPOSED WORKS

As discussed at the 28 February 2023 Council meeting, the Water Corporation appreciates the Shires concerns regarding future maintenance. As such, the Water Corporation has agreed to conduct a targeted series of works (at its expense) to facilitate the handover to the Shire.

The works will result in the full supply level (spillway overflow level) being reduced by 1.1m, with a resulting maximum storage capacity of 77 megalitres. The impact of the reduced storage capacity does not result in a significant reduction in yield. The proposed scope of works will include the following:

1. Demolish, excavate and remove the existing broken inlet riser structure;
2. Undertake remedial works to the joints on the end 20m of DN900 inlet pipe;
3. Install 19 m of DN900 of inlet pipe and concrete encase the pipe;
4. Construct an energy dissipation discharge structure at the discharge point on the pipe;
5. Supply and install rock protection around discharge chamber and inlet channel into the reservoir;
6. Construct a 4m wide concrete spillway (overflow) for the reservoir, located over the inlet pipe; and
7. Supply and install rock protection over the excavated batters where the inlet pipe is located.

Attachment 1 is a list of advice on operations and maintenance activities for consideration.

LAND MATTERS

Please note that given the land is a Crown Reserve (with Water Corporation holding the Management Order), the Department of Planning, Lands and Heritage (DPLH) are ultimately responsible for administering the land matters.

DPLH has indicated that whilst Reserve 2571 (containing the dam) could be transferred to the Shire, Reserve 2572 (containing the rock catchments) is likely to be transferred to the Traditional Owners as part of the South West Native Title Settlement.

Despite this likely division of “ownership”, the Water Corporation has advised DPLH of the importance of the Shire being able to access and maintain the rocks catchments. DPLH has proposed that the Shires access could be adequately secured via a “Management Plan”, which would be agreed between the parties.

Please note that the future management arrangements will not be determined by the Water Corporation. If you wish to discuss these arrangements (or the likely content of the Management Plan), please contact Emma O’Connor at DPLH

MOVING FORWARD

Before the works can commence (and budget allocated), the Water Corporation would like to confirm the Shires acceptance of the above by end of April 2023.

As such, the Water Corporation would appreciate if the Shire could obtain a resolution of Council confirming that the Shire agrees to accept the vesting for Reserve 2571, subject to the above works being conducted. Given DPLH will ask the Shire to confirm they accept the transfer (at a point in time), this will ensure the works meet the agreed scope.

If you have any questions regarding this matter, please contact Kym Walker, Manager – Customer & Stakeholder

Yours sincerely,



Adrian Stewart
Regional Manager – Great Southern Region
Water Corporation

Attachment 1 Advice on best practice operations and maintenance activities

There is no mandated requirement to undertake any minimum level of operation or maintenance. In the absence of state-based legislation or regulation, Water Corporation has adopted the guidelines published by the Australian National Committee on Large Dams (ANCOLD) as best practice.

ITEM	FREQUENCY	SCOPE	EXPECTED DURATION
Routine Inspection by Operator	Monthly	<p>Walk around site and undertake visual inspection of the dam crest, dam toe, spillway overflow, inlet pipe route and catchment inlet headwall.</p> <p>Inspect and record on a form, including noting any changes / defects:</p> <ul style="list-style-type: none"> - reservoir water level, - outlet meter (kL pumped) and pump run hours or meter kWhr - deformation (of the dam crest, spillway or inlet structures), - seepage or damp areas at the dam toe, - extent of vegetation cover on the embankments, - presence of animal burrows (e.g. rabbits, foxes, echidnas, ants), - other defects (erosion, slumps or depressions, cracks in embankment) - condition of structures and pipework, - condition of inlet headwall and any associated silt / debris traps. <p>Undertake minor works to address small issues such as:</p> <ul style="list-style-type: none"> - poison ants nests / fill in animal burrows - remove / poison trees / shrubs that are likely to grow > 0.5m - remove debris from catchment inlet headwall 	~4 hours

Inspection by competent Engineer	5 yearly	Same as above. Prepare and issue a report summarising performance of the dam with any associated recommendations / remedial actions.	2-3hrs inspection plus travel 8-12hrs to write a summary report
Civil Maintenance Dam	6 monthly	Cut down trees on the embankments and within 5m of the toe Cut down trees within 5m of the spillway overflow Cut down trees within 5m of the centreline of the catchment inlet pipe Slash grass around the site Fill in any erosion Reposition / reinstate any rock protection that has moved	Approx. 0.5-1day
Civil Maintenance Catchment	6 monthly	Inspection catchment contour walls and the interconnecting channel between rock catchments Cut down trees within 3m of the catchment contour walls Cut down trees within 3m of the catchment interconnecting channel Repair defects in catchment walls (concrete / stone slab walls) Repair defects in the catchment interconnecting channel Remove vegetation / debris from the catchment interconnecting channel Remove vegetation / debris from the catchment contour walls	Approx. 0.5-1day
Electrical / Mechanical maintenance	Annual	Check motor/pump operation: noise, vibration, current draw, pressure, flow rate Test operate pipeline isolation valves	~2hrs

ITEM	FREQUENCY	SCOPE	EXPECTED DURATION	Annual \$	Annual Hours (Staff)
Routine Inspection by Operator	Monthly	Walk around site and undertake visual inspection of the dam crest, dam toe, spillway overflow, inlet pipe route and catchment inlet headwall. Inspect and record on a form, including noting any changes / defects: - reservoir water level, - outlet meter (kL pumped) and pump run hours or meter kWhr - deformation (of the dam crest, spillway or inlet structures), - seepage or damp areas at the dam toe, - extent of vegetation cover on the embankments, - presence of animal burrows (e.g. rabbits, foxes, echidnas, ants), - other defects (erosion, slumps or depressions, cracks in embankment) - condition of structures and pipework, - condition of inlet headwall and any associated silt / debris traps. Undertake minor works to address small issues such as: - poison ants nests / fill in animal burrows - remove / poison trees / shrubs that are likely to grow > 0.5m - remove debris from catchment inlet headwall	~4 hours Annual estimate: 12 x \$244 = \$2,928	2,928	48
Inspection by competent Engineer	5 yearly	Same as above. Prepare and issue a report summarising performance of the dam with any associated recommendations / remedial actions.	2-3hrs inspection plus travel 8-12hrs to write a summary report 15 x \$125 = \$1,875 + \$500 = \$2,375 / 5 (years) = \$475	475	
Civil Maintenance Dam	6 monthly	Cut down trees on the embankments and within 5m of the toe Cut down trees within 5m of the spillway overflow Cut down trees within 5m of the centreline of the catchment inlet pipe Slash grass around the site Fill in any erosion Reposition / reinstate any rock protection that has moved	Approx. 0.5-1day 2 x 7.6 = 15.2 x \$300 = \$4,560	4,560	
Civil Maintenance Catchment	6 monthly	Inspection catchment contour walls and the interconnecting channel between rock catchments Cut down trees within 3m of the catchment contour walls Cut down trees within 3m of the catchment interconnecting channel Repair defects in catchment walls (concrete / stone slab walls) Repair defects in the catchment interconnecting channel Remove vegetation / debris from the catchment interconnecting channel Remove vegetation / debris from the catchment contour walls	Approx. 0.5-1day Contractor 1 x 7.6 x \$300 = \$2,280 Staff 1 x 7.6 = \$463 \$2,743	2,743	8
Electrical / Mechanical maintenance	Annual	Check motor/pump operation: noise, vibration, current draw, pressure, flow rate Test operate pipeline isolation valves	~2hrs Contractor 2 x \$300 = \$600	600	
Travel and administraton	Annual			400	6
Totals:				11,706	62



11.1.4 LANDCARE MEMORANDUM OF UNDERSTANDING

PROPONENT:	Not Applicable
OWNER:	Not Applicable
LOCATION/ADDRESS:	Not Applicable
AUTHOR OF REPORT:	Chief Executive Officer
SENIOR OFFICER:	Not Applicable
DATE OF REPORT:	16 May 2023
PREVIOUS REPORT(S):	Not Applicable
DISCLOSURE OF INTEREST:	NIL
FILE REFERENCE:	
STRATEGIC DOCUMENT REFERENCE:	
ATTACHMENTS:	<ol style="list-style-type: none">1. Memorandum of Understanding (2007);2. Constitution of Wagin-Woodanilling Landcare Zone.

OFFICER RECOMMENDATION

Moved Cr

Seconded Cr

That Council:

1. Request the CEO to write to the Wagin-Woodanilling Landcare Zone management committee and indicate Council's support for a continued landcare agreement; and,
2. Request the management committee prepare a draft memorandum of understanding for a period of three years;
3. That this be made available for Council's consideration with signing to be outside the legislated caretaker period.

Carried 0/0

BRIEF SUMMARY

This item considers the renewal of the Landcare Memorandum of Understanding with the Shire of Woodanilling.

BACKGROUND/COMMENT

The Wagin-Woodanilling Landcare Zone (WWLZ) was created in 1999 and has been governed by a Memorandum of Understanding (MOU) between the local governments since 2007. That MOU has not been reviewed and prior to key decisions being made by the management committee, it is prudent for the support of the respective local governments to be confirmed or alternatives considered.



The activities of the zone are overseen by a management committee. A revised constitution was agreed to by the committee in August 2022. The objective of the committee is:

3. Objective of the Association

To foster a culture of community ownership and commitment to innovative and sustainable management and development of the environmental resources in the Wagin Woodanilling Landcare Zone, to improve the quality of life for current and future generations of the landcare zone community.

The objective of the zone meets the shire's Key Result Area 4.3 'Maintain and improve the natural environment and recreation areas.'

Membership of the zone includes the council and CEO of the Shire of Wagin. One councillor (Cr B. Kilpatrick) and the CEO attend the regular meetings of the committee and contribute to management decisions.

The Shire of Wagin nominally contributes \$25,000 per annum to the zone by budgeted expenditure; the Shire of Woodanilling contributes \$15,000 per annum and a motor vehicle for non-private use of the landcare officer. In 2021 / 22 the net cost to Wagin of the zone was \$40,884 (\$116,095 expended; \$75,211 re-couped). The main expenditures being:

- \$25,000 contribution to the zone;
- \$1,485 phone costs
- \$74,077 employee wages and superannuation
- \$14,292 employee leave liabilities

The Wagin-Woodanilling landcare officer is a full-time employee of the Shire of Wagin with employee costs re-couped from the zone accounts.

While the management committee provides oversight for the employee, that person is subject to the Shire of Wagin policies and procedures and has an employment contract with the shire that expires 1 August 2023. That contract and the normal budget process requires a review process which is currently being undertaken. It is recommended that the MOU decision be considered prior to employment contracts be formed.

The landcare officer attends a council meeting (usually once per year) and delivers a report of activities. The activities relate to natural resource management; support for agricultural practices, usually addressing pest management; educating the community and landowners on environmental issues. The alignment between landcare activities and the local government's priorities is at times unclear and improvements to this can be made.



For example, the expressing of local priorities for the short, medium and long term with specified outcomes can be measured and reported to council on an annual basis. Additionally, a stronger relationship between the Council plan for the community and the activities of the landcare zone should be established and reported via the shire's annual reporting.

This item requests that Council consider the continued participation of the Shire of Wagin in the landcare zone and express agreement to form a new MOU or consider alternative arrangements.

CONSULTATION/COMMUNICATION

Management committee of the Wagin-Woodanilling' Landcare Zone (WWLZ); CEO Woodanilling; staff, Shire of Wagin; Cr B Kilpatrick, council representative to the WWLZ.

STATUTORY/LEGAL IMPLICATIONS

Local Government Act 1995; Associations Incorporation Act 2015; relevant employment and corporate law. The employee is subject to contractual conditions; all other matters are negotiable and subject to the constitution of the zone.

POLICY IMPLICATIONS

There is no directly relevant council policy.

FINANCIAL IMPLICATIONS

A decision to end the arrangement would result in minor financial savings; there would be ramifications for natural resource management which would attract (a) cost.

STRATEGIC IMPLICATIONS

The value of properly stewarded natural resource management is increasing. The management of the natural environment in complement to agricultural practice can be a good fit as the maintenance and creation of habitat can assist in managing pests, boost production and create improved water quality.

Additionally, managing the natural environment will assist in addressing climate change and provide support for tourism related activities.

Finally, all partnerships have value. Forming agreements with neighbouring councils extends the reach of activities and demonstrates shared interests and values. A mutually agreed shared resource is a good method of extracting value when outcomes are explicit and measured.

VOTING REQUIREMENTS

Simple majority

Shire of Woodanilling	
File	Auth
10-2-19	
Corres	7453
Entered by	24/1/08



WAGIN / WOODANILLING LANDCARE ZONE

MEMORANDUM OF UNDERSTANDING

Glossary

MOU – Memorandum of Understanding
 WWLZ – Wagin / Woodanilling Landcare Zone
 NRM – Natural Resource Management

This Memorandum of Understanding (MOU) confirms a three-way commitment between the Wagin/Woodanilling Landcare Zone (WWLZ), the Shire of Woodanilling and the Shire of Wagin to enable community support for Natural Resource Management (NRM) activities in the Woodanilling and Wagin Shires.

The MOU refers to the eight terms and conditions that are expressed on the following page.

This memorandum of Understanding is made on the 28th day of December 2007

between

Wagin / Woodanilling Landcare Zone

signed for the Wagin / Woodanilling Landcare Zone (Inc) by:

J. E. Angwin
 Signature of Chairperson

JOYLEEN ANGIN
 Name of Chairperson

and the

Shire of Woodanilling

signed for the Shire of Woodanilling by:

Shy R. Thomas
 Signature of President Name of President

&

Shire of Wagin

signed for the Shire of Wagin by:

M. J. Brockway MARILYN BROCKWAY
 Signature of President Name of President

Terms and conditions of the Memorandum of Understanding

SECTION A – STAFF REQUIREMENTS

- A1. Each Council contribute a set amount (plus an indexed amount tied to the WA State CPI) to support the operational requirements of the WWLZ, with the starting point for 2007/08 financial year being \$50,000 from the Shire of Wagin and \$27,500 from the Shire of Woodanilling. Operational costs include salary, office space and equipment, vehicle, mobile phone and other overheads.
- A2. The Wagin / Woodanilling Landcare Zone contributes project administration and coordination funding to operational costs. The time allocations of WWLZ Staff in each Shire is equivalent to the percentage contribution of each Council for operational requirements

SECTION B - MANAGEMENT

- B1. The WWLZ Management Committee will continue to function with the purpose of performance supervision and industrial relation management of employees of the WWLZ, with support from the WWLZ Committee, Shire of Woodanilling and Shire of Wagin. The WWLZ Management Committee will be made up of the WWLZ Chairperson, one WWLZ Committee member, and the CEO + 1 Councillor from both Shires of Woodanilling and Wagin.
- B2. Landcare employees will be employed by one of the participating local governments on behalf of the WWLZ through the Zone Management Committee. All industrial relations matters will be managed through the employing local government on a cost-share basis reflecting local government contributions, and with the support of the Zone Management Committee. For the purposes of this MOU the employing local government will be the Shire of Woodanilling.
- B3. The WWLZ Committee will identify local NRM priorities and will work with the WWLZ Management Committee to ensure appropriate milestones are selected for employees. The WWLZ Management Committee will conduct performance reviews at least annually.
- B4. One of the participating Local Governments will manage the finance on behalf on the WWLZ, providing monthly statements showing project balances, movements and interest. For the purposes of this MOU the managing local government will be the Shire of Woodanilling.
- B5. A fee for the Treasury role will be negotiated between the WWLZ Committee, Shire of Woodanilling and Shire of Wagin and reviewed annually.
- B6. Woodanilling Council purchase and own a vehicle, to a maximum of \$20,000 (to be funded \$10,000 by each Shire) on behalf of the Zone, the vehicle will be owned by the Shire of Woodanilling on behalf of the WWLZ, and on the proviso that a “vehicle replacement reserve” be established and contributed to equally by the Zone, Wagin Shire and Woodanilling Shire to ensure that adequate funds are available when the vehicle is changed over;
- B7. Each participating local government and the WWLZ will have the right to request a re-negotiation of the MOU at any stage, including employing authority and financial management. This will be channelled through the WWLZ Management Committee.

END



WAGIN / WOODANILLING
WAGIN / WOODANILLING
LANDCARE ZONE
LANDCARE ZONE

Community Agriculture Centre
62 Tudhoe St (PO Box 311)
Wagin, W.A. 6315

Ph. 08 9861 2222

fax. 08 9861 2125

Email wwlandcare@agric.wa.gov.au

23/01/08

Attention: Shire President
Russel Thomson

Dear Russel,

Please find enclosed a copy of the interim MOU between Shire of Wagin, Shire of Woodanilling and the Wagin Woodanilling Landcare Zone for your records.

On behalf of the Zone committee, thankyou to you and your councillors for the support of Landcare and natural resource management now and into the future. We value this partnership as a way forward to sustainable community and environment.

Kind Regards

Danielle Perrie
Zone Manager
Wagin Woodanilling Landcare Zone
Ph: (08) 9861 2222
Fax: (08) 9861 2125
wwlandcare@agric.wa.gov.au



Natural Heritage Trust

Supported by:



Constitution

August 2022

Constitution of the Wagin Woodanilling Landcare Zone

1. Name

The name of the association is WAGIN WOODANILLING LANDCARE ZONE (INC) herein after referred to as the 'Association.'

2. Definitions

Association means the organisation referred to in Rule 1

Member means person referred to in Rule 5.1

Membership year is the period from an AGM until the following AGM

Financial year is the period from 1 July to 30 June each year

the Act means the Association Incorporation Act 2015

Management Committee means the committee which manages the organisation

Chairperson is the person leading the organisation and presiding at meetings of the Association

Land user means landowner, occupier or person representative of them

Community group member is anyone residing within the landcare zone or a representative of a government organisation, having an interest in the Wagin Woodanilling Landcare Zone

Appointing body is the organisation to which representative members belong

Wagin Woodanilling Landcare Zone is the area within the boundaries of the Shire of Wagin and the Shire of Woodanilling

3. Objective of the Association

To foster a culture of community ownership and commitment to innovative and sustainable management and development of the environmental resources in the Wagin Woodanilling Landcare Zone, to improve the quality of life for current and future generations of the landcare zone community.

4. Powers of the Association

- 4.1. To seek nominations to the Wagin Woodanilling Landcare Zone according to the requirements of rule 5.
- 4.2. To obtain ex-officio representation to the Association from various government bodies where, in the opinion of the Association, these persons can contribute to the achievement of the objective of the Association.
- 4.3. To seek community input into the management of the Wagin Woodanilling Landcare Zone.
- 4.4. To raise funds for the purpose of meeting the objective of the Association.
- 4.5. To seek the assistance of or enter into, arrangements with local, state and federal government agencies or private agencies, to attain the objective of the Association.

- 4.6. Employ, hire or engage persons to carry out activities to meet the objective of the Association.
- 4.7. To do all such other things as are incidental or conducive to the attainment of the objective of the Association.
- 4.8. Open and operate bank accounts.
- 4.9. Acquire, hold, deal with and dispose of, any real or personal property.
- 4.10. Invest its money:
 - 4.10.1. in any security in which trust monies may lawfully be invested or
 - 4.10.2. in any other manner authorised by the rules of the Association
- 4.11. Borrow money upon such terms and conditions as the Association sees fit.

5. Membership

- 5.1. Membership of the Association is open to the following groups and individuals:
 - 5.1.1. land users within the Wagin shire and land users within the Woodanilling shire
 - 5.1.2. Shire Council of Wagin and Shire Council of Woodanilling
 - 5.1.3. Chief Executive Officer of Wagin Shire and Chief Executive Officer of Woodanilling Shire
 - 5.1.4. Wagin Woodanilling Landcare Officer
 - 5.1.5. community group members including staff from relevant government bodies or persons from other groups or organisations who support the objective of the Association
- 5.2. Each of the 6 groups detailed in sub-rules 5.1.1, 5.1.2 and 5.1.3 will appoint a representative from their group and with the Landcare Officer as per 5.1.4, will form the Management Committee. The Management Committee may appoint additional committee members according to their expertise.
- 5.3. Anyone complying with rule 5.1 may become a member on provision of their name and email or postal address.
- 5.4. Memberships remain active for a period of 3 membership years when they are then reviewed and renewed.
- 5.5. Should a member resign, on notice received by the secretary, their membership will cease.
- 5.6. Each person admitted to membership under sub-rule 5.2 shall be:
 - 5.6.1. bound by the constitution and by-laws of the Association
 - 5.6.2. entitled to all advantages and privileges of membership

6. Register of Members

- 6.1. The Secretary must maintain a register of the members of the Association including their name, email or postal or residential address.
- 6.2. Upon the request of a member of the Association, the secretary shall make the register available for the inspection of the member.

- 6.3. A member may make a copy of or take an extract from, the register but shall have no right to remove the register for that purpose.
- 6.4. The register must be kept and maintained at the secretary's place of employment or such other place as the Management Committee decides.

7. Subscriptions of Members

- 7.1. No subscription for membership shall be charged.

8. Resignation of Members

- 8.1. A member who delivers notice of his or her resignation from the Association to the secretary, ceases on that delivery, to be a member.

9. Expulsion of Member

- 9.1. Any member of the Association who fails to observe the constitution of the Association or whose conduct in the opinion of the Association is prejudicial to the interests of the Association, may be suspended or removed from membership of the Association by a resolution passed by 75% majority of the members present at a Management Committee meeting called for that purpose. The association reserves the right to publicise the reasons for the expulsion.
- 9.2. Before any member is suspended from membership or expelled, that member's conduct shall be inquired into by the Association and the member shall be given the opportunity to defend himself or herself and to justify or explain his or her conduct.
- 9.3. Notice of such an inquiry shall be given to the member in writing and shall include:
 - 9.3.1. particulars of the complaints laid against the member
 - 9.3.2. notification of the member's rights to appear before or make representations in writing to the Association, to defend his or her conduct and
 - 9.3.3. the date, time and place of the inquiry
- 9.4. The date specified in the notice of inquiry shall not be less than 14 days nor more than 30 days after the date of service of the notice.
- 9.5. Following the decision of the Association, notice in writing of the decision shall be given to the member.
- 9.6. A member or expelled member shall have the right of appeal at a Management Committee meeting of the Association, at the written request of the member or expelled member, provided that such written request is given to the secretary within 14 days of the date of service of the notice of the decision of the Association. The general meeting may confirm, disallow or reduce the penalties imposed, but may not increase them.
- 9.7. Where a member is suspended, such member shall have no member rights until such time as his or her suspension is lifted.
- 9.8. If a member who is expelled is a member of the Management Committee, they may be replaced with a different representative from the nominating body.

10. Management

- 10.1. The affairs of the Association shall be managed by the Management Committee which consists of the following appointed members:
 - 10.1.1. Wagin Shire Chief Executive Officer
 - 10.1.2. Woodanilling Shire Chief Executive Officer
 - 10.1.3. Wagin Shire Council representative
 - 10.1.4. Woodanilling Shire Council representative
 - 10.1.5. Wagin land user
 - 10.1.6. Woodanilling land user

and

 - 10.1.7. ex officio position of Wagin Woodanilling Landcare Officer

and

 - 10.1.8. ex officio representatives to a maximum of 2 in total, from government department/s, as agreed to by the appointed members in 10.1.1, 10.1.2, 10.1.3, 10.1.4, 10.1.5, 10.1.6
- 10.2. Each appointed Shire Council officer or Shire Council representative may nominate a proxy in advance of any meeting where the member will be absent.
- 10.3. At the AGM, from the appointed members, the Association shall elect members to the following positions:
 - 10.3.1. chairperson
 - 10.3.2. vice-chairperson
- 10.4. The secretary and treasurer shall be the Landcare Officer. If no Landcare Officer is employed, the secretary and treasurer shall be elected as per rule 10.3.
- 10.5. Election of office bearers shall take place at the Annual General Meeting.
 - 10.5.1. All office bearers shall retire from office each year. They are eligible to offer themselves for re-election each year provided they do not exceed the maximum term for any 1 position of 3 consecutive years.
 - 10.5.2. If the secretary and/or treasurer is the Landcare Officer, the maximum time limit for these positions does not apply.
- 10.6. When a casual vacancy occurs within the Management Committee:
 - 10.6.1. the committee may request a new representative from membership group in which the vacancy has occurred
 - 10.6.2. a member appointed under this rule shall hold office until the next AGM; they are eligible for election as a member of the Management Committee at this meeting
- 10.7. The members of the Management Committee have the power to form and appoint any sub-committee(s) as required for specific purposes. Any sub-committee(s) appointed will be required to report to the Management Committee on a basis determined by the Management Committee.
 - 10.7.1. The Management Committee shall nominate 2 persons to authorise financial payments.

11. Chairperson

- 11.1. The chairperson shall preside at all meetings of the Association.
- 11.2. In the event of the absence of the chairperson, the vice-chairperson shall preside.

11.3. In the event of both being absent, a member shall be elected by those members who are present, to chair the meeting.

11.4. The chairperson shall perform other duties as indicated by these rules.

12. Secretary

12.1. Shall manage the correspondence of the Association.

12.2. Keep full and correct minutes of the proceedings of the Management Committee meetings and general meetings.

12.3. Maintain a register of members including name, email, postal or residential address of the members.

12.4. Maintain a record of office holders including their name, emails, postal or residential address.

12.5. Maintain a current copy of the constitution.

12.6. Ensure the safe custody of the books of the Association, other than the financial records, financial statements and financial reports.

12.7. At the request of a member, the secretary must make the copy of the rules available for inspection by the member. The member may make a copy of or take an extract from the copy of the rules but does not have the right to remove the rules for that purpose.

12.8. Have custody of all books, documents, records and registers of the Association other than those required to be kept and maintained by or in the custody of, the treasurer.

12.9. Carry out other duties as prescribed by the Management Committee.

13. Treasurer

13.1. Collect and receive monies due to the Association and issue receipts.

13.2. Make payments with the authority of a Management Committee, general meeting or AGM, with payments authorised by the treasurer and 1 of the persons nominated in 10.7.1

13.3. Present at Management Committee meetings a report, balance sheet or financial statement.

13.4. Present at the AGM, a report of the review of the annual financial statements as required for a Tier 1 association.

13.5. Have custody of all securities, books, and documents of a financial nature and accounting records of the Association.

14. Casual Vacancies in membership

- 14.1. A casual vacancy occurs in the position of a member of the Management Committee and that position becomes vacant if the member:
 - 14.1.1. dies
 - 14.1.2. resigns by notice in writing delivered to the secretary, or if the member is the secretary, to the chairperson
 - 14.1.3. is convicted of an offence under the Act
 - 14.1.4. is permanently incapacitated by mental or physical ill health
 - 14.1.5. has his or her nomination withdrawn, in writing to the chairperson, by the appointing body as per Rule 5
 - 14.1.6. is expelled under Rule 9
ceases to be a member of the Association
 - 14.1.7. is the subject of a resolution passed by a Management Committee meeting terminating his or her appointment as a committee member

15. Proceedings

- 15.1. All Management Committee appointed members have a deliberate vote at committee meetings, general meetings and the AGM. Ex officio members do not have a deliberate vote at any of these meetings.
- 15.2. A question arising at an Association meeting shall be decided by the majority of votes. In the event of equal voting, the chairperson shall have the casting vote.
- 15.3. A committee member who has a material personal interest in a matter being considered at a committee meeting must:
 - 15.3.1. as soon as they become aware of that interest, disclose the nature and extent of their interest to the committee; this disclosure must be recorded in the minutes of the meeting where the disclosure is raised or if the disclosure is made outside of a committee meeting, recorded in the minutes of the next committee meeting
 - 15.3.2. disclose the nature and extent of the interest at the next general meeting of the Association
- 15.4. A committee person who has a material personal interest in a matter before the committee must:
 - 15.4.1. not be present while the matter is being considered except if the committee decides input from the person is of benefit to the discussion and
 - 15.4.2. not vote on the matter
- 15.5. Rules 15.3 and 15.4 do not apply in respect of a material personal interest:
 - 15.5.1. that exists only because the member is an employee of the Association or is a member of a class of persons for whose benefit the Association is established or
 - 15.5.2. that the member has in common with all or a substantial proportion of, the members of the Association

16. Meetings

- 16.1. Annual General Meeting
 - 16.1.1. The Annual General Meeting shall be held no later than 6 months after the end of the financial year.
 - 16.1.2. The financial year of the Association is 1 July to 30 June.

- 16.1.3. The secretary shall give members by email or mail, at least 14 days notice of the date of the Annual General Meeting and must specify when and where the meeting is to be held and the particulars and order in which business is to be transacted.
- 16.1.4. A quorum at the Annual General Meeting shall be a minimum of 5 members. If at the end of 30 minutes after the time appointed in the notice for the opening of the meeting there is no quorum, the meeting shall adjourn for 1 week. If at the rescheduled meeting there is no quorum, those members present shall form a quorum and conduct the business of the meeting.
- 16.1.5. Each member of the Management Committee has 1 vote.
- 16.1.6. Each land user member has 1 vote with a maximum of 2 land user votes per single business enterprise.

16.2. General Meetings

- 16.2.1. General meetings may be called by the committee or at the request of the chairperson or secretary or on the written request of 20% of members of the association.
- 16.2.2. The secretary shall within 30 days of receiving a request under sub-rule 16.2.1, convene an association meeting.
- 16.2.3. The secretary shall give by email or mail, 7 days notice of the date of the general meeting to members. Notice of meeting shall set out the business of the meeting and no other business shall be dealt with.
- 16.2.4. At a general meeting five members constitutes a quorum. If at the end of 30 minutes from the notified commencement time for the meeting, there is no quorum, the meeting shall adjourn for 1 week. If at the rescheduled meeting there is no quorum, those members present shall form a quorum and conduct the business of the meeting.
- 16.2.5. Each member of the Management Committee has 1 vote.
- 16.2.6. Each land user member has 1 vote with a maximum of 2 land user votes per single business enterprise.

16.3. Management Committee Meetings

- 16.3.1. The Management Committee must hold a minimum of 4 committee meetings.
- 16.3.2. At a committee meeting, 3 members constitute a quorum.
- 16.3.3. Each appointed member of the Management Committee has 1 vote. Ex officio members do not have a vote.
- 16.3.4. Meetings may be face to face or an online meeting or a combination of both.

17. Minutes of Meetings

- 17.1. The secretary shall keep minutes of the proceedings of all committee meetings, Annual General Meetings and general meetings.
- 17.2. The chairperson shall ensure that the minutes taken of any association meeting are checked and signed as correct by the chairperson of that meeting.
- 17.3. When minutes have been signed as correct, they are until the contrary is proved, evidence that:
 - 17.3.1. the association meeting to which they relate was duly convened and held
 - 17.3.2. all appointments or elections purporting to have been made at the meeting, have been validly made

18. Alteration of Constitution

- 18.1. The Association may alter or rescind these rules or make additional rules by:
- 18.1.1. giving notice of any proposed alteration to members at least 4 weeks prior to the Annual General Meeting
 - 18.1.2. a special resolution carried by 75% of the members at the meeting who are eligible to vote
 - 18.1.3. within 1 month of the passing of a special resolution altering its rules, advise the Commissioner in writing, of the changes; an alteration of the rules of the Association does not take effect until the approval of the Commissioner is given

19. Common Seal

- 19.1. The Association shall have a common seal on which its corporate name shall appear in legible letters.
- 19.2. The common seal of the association shall be used with the authority of the Management Committee and its use recorded by the secretary.
- 19.3. The affixing of the common seal shall be witnessed by any 2 of the chairperson, the vice-chairperson, the secretary or the treasurer.
- 19.4. The common seal shall be kept in the custody of the secretary or another person authorised by the Management Committee.

20. Public Statements

- 20.1. Public statements on behalf of the Association, whether written or verbal, shall be issued by the chairperson or another person approved by the Chairperson at a Management Committee meeting.

21. Payments to Committee Members

- 21.1. Commitments to incur costs on behalf of the association need the approval of a committee meeting, general meeting or AGM.
- 21.2. The property and income of the Association shall be applied solely towards the promotion of the object of the Association and no part of that property or income may be paid or otherwise distributed, directly or indirectly to members, except in good faith in the promotion of the object.
- 21.3. A payment to a member out of the funds of the Association will be authorised if:
- 21.3.1. the payment is in good faith to the member as reasonable remuneration for any services provided to the Association or for goods supplied to the Association, in the ordinary course of business or
 - 21.3.2. the reimbursement is of reasonable expenses properly incurred by the member on behalf of the Association

22. Inspection of records of the Association

- 22.1. A member may at any reasonable time inspect without charge, the books, documents, records and securities of the Association by giving 7 days notice in writing to the secretary for such inspection. The member may make a copy or take an extract from the register but shall have no right to remove the register for that purpose.

23. Disputes and mediation

- 23.1. The grievance procedure set out in this rule applies to disputes under these rules between:
 - 23.1.1. a member and another member or
 - 23.1.2. a member and the Association or
 - 23.1.3. if the Association provides services to non-members, those non-members who receive services from the Association and the Association
- 23.2. The parties to the dispute must meet and discuss the matter in dispute and if possible, resolve the dispute within 14 days after the dispute comes to the attention of all parties.
- 23.3. If the parties are unable to resolve the dispute at the meeting or if a party fails to attend that meeting, then the parties must, within 10 days, hold a meeting in the presence of a mediator.
- 23.4. The mediator must be:
 - 23.4.1. a person chosen by agreement between the parties or
 - 23.4.2. in the absence of agreement:
 - 23.4.2.1. in the case of a dispute between a member and another member, a person appointed by the committee of the Association
 - 23.4.2.2. in the case of a dispute between a member or non-member (as defined by sub-rule 23.1.3) and the Association, a person who is a mediator appointed to or employed with, a not-for-profit organisation
- 23.5. A member of the Association can be a mediator.
- 23.6. The mediator cannot be a member who is a party to the dispute.
- 23.7. The parties to the dispute must, in good faith, attempt to settle the dispute by mediation.
- 23.8. The mediator, in conducting the mediation, must:
 - 23.8.1. give the parties to the mediation process every opportunity to be heard
 - 23.8.2. allow due consideration by all parties of any written statement submitted by any party and
 - 23.8.3. ensure that natural justice is accorded to the parties to the dispute throughout the mediation process; the mediator must not determine the dispute
- 23.9. The mediation must be confidential and without prejudice.
- 23.10. If the mediation process does not result in the dispute being resolved, the parties may seek to resolve the dispute in accordance with the Act or otherwise at law.

24. Dissolution

- 24.1. The Association may be wound up by a resolution of 75% of those members present at a general meeting called for such purpose.
- 24.2. If on winding up the association, any property of the association remains after settlement of the debts and liabilities of the association and the costs, charges and expenses of that winding up, that property shall be distributed:

24.2.1. to another incorporated association having objectives similar to those of the association **or**

24.2.2. for charitable or benevolent purposes

24.3. Either outcome 24.2.1 or 24.2.2 shall be determined by a resolution of the members.

Chairperson:

Secretary:

Dated:



11.1.5 RENEWAL OF WASTE COLLECTION CONTRACT

PROPONENT:	Not Applicable
OWNER:	Not Applicable
LOCATION/ADDRESS:	Not Applicable
AUTHOR OF REPORT:	Chief Executive Officer
SENIOR OFFICER:	Not Applicable
DATE OF REPORT:	16 May 2023
PREVIOUS REPORT(S):	12.1.4 December 2020 resolution 4464
DISCLOSURE OF INTEREST:	NIL
FILE REFERENCE:	CP.MT.13
STRATEGIC DOCUMENT REFERENCE:	
ATTACHMENTS:	<ol style="list-style-type: none"> 1. Contract (Confidential) 2. Pricing Offer dated 10 April 2023 (Confidential) 3. Pricing Calculation (CEO, Confidential)

OFFICER RECOMMENDATION

Moved Cr

Seconded Cr

That Council:

1. Approve the renewal of contract with Great Southern Waste Disposal for the provision of refuse, recycling, green waste collections services and refuse site maintenance, for the amount of \$299,897 in 2023 / 24, in accordance with the contract executed 8 January 2021 and supplier pricing provided 10 April 2023.

Carried 0/0

BRIEF SUMMARY

This item considers the renewal of the contract for waste services.

BACKGROUND/COMMENT

Great Southern Waste Services has provided waste collection and site management services under the current agreement since 2018. The contract executed January 2021 provided for a five-year term (ending June 2023) and five-year option on renewal. This item recommends exercising that option to secure supply and maintain services.

All attachments are confidential.

CONSULTATION/COMMUNICATION



Mr Kevin Timms, Director, Great Southern Waste Services; staff of the Shire of Wagin.

STATUTORY/LEGAL IMPLICATIONS

Local Government Act 1995 and regulations.

POLICY IMPLICATIONS

Council policy F.15 Purchasing and Tender Guide.

FINANCIAL IMPLICATIONS

If the recommendation is accepted there will be related expenditures of \$299,897 in 2023/24 which will be included in the Council budget for the financial year.

STRATEGIC IMPLICATIONS

Waste services is a principal activity of the local government. An efficient and effective waste management service supports local amenity and economic activity, such as tourism and retail.

VOTING REQUIREMENTS

Absolute Majority



11.1.6 JOINT LOCAL PLANNING STRATEGY

PROPONENT:	Not Applicable
OWNER:	Not Applicable
LOCATION/ADDRESS:	Not Applicable
AUTHOR OF REPORT:	Ian McCabe, Chief Executive Officer
SENIOR OFFICER:	Not Applicable
DATE OF REPORT:	16 May 2023
PREVIOUS REPORT(S):	Not Applicable
DISCLOSURE OF INTEREST:	NIL
FILE REFERENCE:	DB.PL.1
STRATEGIC DOCUMENT REFERENCE:	Local Planning Scheme
ATTACHMENTS:	1. Joint Planning Strategy, Cunderdin, Quairading, Tammin.

OFFICER RECOMMENDATION

Moved Cr

Seconded Cr

That Council:

1. Endorse the preparation of a Joint Local Planning Strategy with the Shires of West Arthur and Williams, in co-operation with the Department of Planning, Lands and Heritage.

Carried 0/0

BRIEF SUMMARY

This item seeks Council's support to explore the possibility of a joint local planning strategy with neighbouring local governments.

BACKGROUND/COMMENT

The Shires of West Arthur and Williams have been negotiating with the Department of Planning, Lands and Heritage to formulate a joint planning strategy. This would underpin a local planning scheme and provide an interface with regional planning.

Discussions between shire CEO's and the Department has created an opportunity for the Shire of Wagin to participate in preparation of a joint planning strategy with West Arthur and Williams and Council's support is requested.

The creation of a joint planning strategy does afford this local government an opportunity to review local planning arrangements in context with regional planning. This is particularly of value as the Shire of Wagon Local Planning Scheme is overdue for review and there are other imperatives such as Council's community plan which will be relevant to the development of such a strategy.



The dedication of Departmental resources will present a significant financial saving to the local government and allow access to their expertise.

A preliminary meeting of CEO's and the Department representative has been agreed to for June and an example of a Joint planning Strategy is attached to this item.

CONSULTATION/COMMUNICATION

Mr Vin Fordham-Lamont, CEO, Shire of Wagin; Mr Joe Douglas, Shire of Wagin planning consultant; Mr Timothy Leishman, Senior planner, Department of Planning, Lands and Heritage.

STATUTORY/LEGAL IMPLICATIONS

Local Government Act 1995; Planning and Development Act 2005; Shire of Wagin Local Planning Scheme No.2.

POLICY IMPLICATIONS

All planning policies will have relevance to this item.

FINANCIAL IMPLICATIONS

No direct financial impact to this item.

STRATEGIC IMPLICATIONS

This is a strategic consideration and will have a positive impact on council planning and development of strategy.

VOTING REQUIREMENTS

Simple Majority.

SHIRES OF CUNDERDIN, QUAIRADING & TAMMIN

Joint Local Planning Strategy



Endorsed by the
Western Australian Planning Commission

10TH May 2022

Disclaimer

This is a copy of the Local Planning Strategy at the date of endorsement produced from an electronic version of the Strategy held by the Department of Planning Lands & Heritage. Whilst all care has been taken to accurately portray the current Strategy provisions, no responsibility shall be taken for any omissions or errors in this documentation.

Consultation with the respective Local Government Authority should be made to view a current legal version of the Strategy.

Please advise the Department of Planning Lands & Heritage of any errors or omissions in this document.

Department of Planning
Gordon Stephenson
House
140 William Street
Perth WA 6000

Locked Bag 2506
Perth WA 6001

website: www.dplh.wa.gov.au
email: corporate@dplh.wa.gov.au

tel: 08 6551 9000
fax: 08 6551 9001
National Relay Service: 13 36 77
infoline: 1800 626 477

2021

Shires of Cunderdin, Quairading & Tammin

Joint Local Planning Strategy

This Strategy forms the interface between Regional and local planning, and sets out the Strategy areas' long-term directions and objectives for future planning and development.



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Executive Summary

This Joint Local Planning Strategy (JLPS) prepared for the Shires of Cunderdin, Quairading and Tammin (Strategy area) provides the vision and framework for long-term planning and development in the Strategy area over the next 10-15 years.

The Strategy forms the interface between Regional and local planning, and sets out the Strategy area's long-term directions and objectives for future planning and development.

The JLPS comprises two parts:

Part 1 – Local Planning Strategy summarises the Strategy areas key planning and development issues, sets the vision and strategic direction for land use and development, and actions required to achieve the vision over the next 10-15 years for each major townsite and regionally for the rural areas.

The Strategy Maps illustrate key elements, strategies and actions for each townsite and rural areas depicting land use, special control areas and other key issues. Actions that are property related are identified on the Strategy Maps and timing is categorised as short (immediate to 3 years), medium (3 to 10 years) or long term (10+ years or more).

Figure 1 Priorities



Part 2 – Background Information and Analysis provides the background information, analysis and detail required to support the high level strategies and actions in Part 1. Background information is also shown on the Strategy Maps to support Part 2.

The key land use planning issues for the Strategy area addressed in the strategy are:

1. Growth & Settlement
2. Employment & Tourism
3. Infrastructure & Transport
4. Heritage
5. Agriculture & Rural Living
6. Extractive Industries – Mining & Basic Raw Materials

The JLPS will be used as a guide to assist the Shires and the Western Australian Planning Commission (WAPC) in planning decision making. The JLPS will provide the strategic basis and rationale for the land use and development controls in the new local planning schemes and following its gazettal, in regards to any proposed amendments, structure plans, subdivision applications and development proposals.

strategies, including the Cunderdin Local Planning Strategy dated 19 December 2006 and the Quairading Townsite Expansion Strategy dated June 2008.

1.3 Planning Principles

The guiding principles for this Local Planning Strategy are –

- To provide a strategic plan that will plan for the future of the Shire in a responsible sustainable manner and reflects the aspirations of the Shire and its community, accommodates future needs and creates opportunities to enhance local attributes.
- To provide a strategic plan that is consistent with state and regional planning policies, strategies, structure plans and strategic development initiatives.
- To provide a strategic plan that is clear, comprehensive, accessible, informative, logical and transparent that provides strategic planning direction for the next 10 to 15 years.
- To provide a strategic plan that is a leadership document, which will provide the basis for the preparation of a new local planning scheme for each participating Shire.

2. State and Regional Planning Context

2.1 State Planning Strategy

The State Planning Strategy establishes the following principles, which will guide the preparation and administration of the new local planning schemes –

- *Environment and resources:* to protect and enhance the key natural and cultural assets of the State and to deliver to all Western Australians a high quality of life which is based on sound environmentally sustainable principles.
- *Community:* to respond to social changes and facilitate the creation of vibrant, accessible, safe and self-reliant communities.
- *Economy:* to actively assist in the creation of regional wealth, support the development of new industries and encourage economic activity in accordance with sustainable development principles.
- *Infrastructure:* to facilitate strategic development by ensuring land use, transport and public utilities are mutually supportive.

Each principle is supported by a list of strategies and actions to achieve the desired outcomes. Many of these involve implementation by way of local government planning schemes, and have been utilised in the development of this Strategy and any future planning schemes.

2.2 Wheatbelt Regional Planning and Infrastructure Framework

The Wheatbelt Regional Planning and Infrastructure Framework (the Framework) is underpinned by a vision of “*The Wheatbelt will have a diverse social and economic base, be a leader in innovation and create new opportunities that confirm it as a key contributor to the State’s prosperity.*”

It is supported by the following objectives developed around the three principles of the Framework, which address the Strategic Goals of the State Planning Strategy for global competitiveness, strong and resilient regions, sustainable communities, infrastructure planning and conservation.

1. Liveable Communities

Effective infrastructure and service delivery that –

- responds to local knowledge and values;
- accommodates the Wheatbelt’s linkages to other regions;
- builds on the interconnectedness of settlements;
- assists and promote sustainable growth and cater for the needs of communities;
- recognises the current and changing demographics in the Strategy area; and
- seek to attract and retain a diverse population.

2. Vibrant Economy

A diversified and adaptive economy that –

- increases its contribution to the Western Australian economy;
- benefits from innovation in the primary production sector; and
- enables diversification through the establishment and growth of new and innovative industries.

3. Valued Natural Amenity

Environmental and landscape values that support the social, cultural and economic development of the Cunderdin, Quairading and Tammin localities, and are managed for current and future generations.

To achieve these objectives requires a responsive local planning framework. Accordingly, implementation shall be supported by local government strategic planning and local planning schemes, including the development of this Strategy and future planning schemes by each participating Shire.

2.3 State Planning Policy

There are a number of State planning policies (SPP) that have application at a local and regional level, and that will be taken into account in the preparation and application of the new schemes. A full list of these policies is included in State Planning Policy No. 1 – State Planning Framework, but the following are of particular relevance to the Strategy area –

- SPP 2.0 – Environment and Natural Resources Policy
- SPP 2.4 - Basic Raw Materials
- SPP 2.5 – Rural Planning
- SPP 2.9 – Water Resources
- SPP 3.0 – Urban Growth and Settlement
- SPP 3.4 – Natural Hazards and Disasters
- SPP 3.5 – Historic Heritage Conservation
- SPP 3.6 – Developer Contributions for Infrastructure
- SPP 3.7 – Planning in Bushfire Prone Areas

- SPP 4.1 – State Industrial Buffer Policy
- SPP 5.2 – Telecommunications Infrastructure
- SPP 5.4 – Road and Rail Noise
- SPP 7.3 – Residential Design Codes Volume 1

In addition to the above policies, the Commission has developed a number of operational policies, guidelines and planning bulletins, which are relevant to the development of this Strategy and any new local planning schemes.

3. Local Planning Context

3.1 Local Planning Strategies

Strategic land use planning in the Shires of Cunderdin, Quairading and Tammin will be guided by this Joint Local Planning Strategy and will supersede the following existing local planning strategies –

- Cunderdin Local Planning Strategy: Endorsed on 19 December 2006 by the WAPC, aimed to provide a framework for decision making; managing land use conflicts; guide development; and improve the amenity of the Shire’s main settlements.
- Quairading Townsite Expansion Strategy: Endorsed in June 2008 by the WAPC, aimed to provide a framework for the growth of the Quairading townsite.

3.2 Local Planning Schemes

The following Local Planning Schemes control statutory planning in each local government area –

- Cunderdin Local Planning Scheme No. 3 (LPS3): Gazetted on 14th May 2007;
- Quairading Town Planning Scheme No. 2 (TPS2): Gazetted on 31st August 1993; and
- Tammin Town Planning Scheme No. 1 (TPS1): Gazetted on 23rd February 2001.

Due to the age of the Schemes, it is proposed to develop new Schemes for each Shire. This Strategy provides the direction for the preparation of the new Schemes for each Shire to ensure that their provisions are contemporary and reflect changes to policy and social and economic circumstances.

3.3 Other Strategic Plans

A number of local and Regional strategic planning documents have been adopted by the Shires that have informed the preparation of this Strategy –

- Cunderdin, Quairading and Tammin Strategic Community Plans (2017) – primary strategy documents that guides community development.
- Cunderdin, Quairading and Tammin Heritage Strategies (2017) – providing direction on the management of heritage issues.
- Quairading Community Engagement Report (2017) – part of the major strategic plan review.
- Quairading Reconciliation Action Plan (2017) – plan to create an inclusive community.
- Wheatbelt Integrated Aged Care Plan (2014) – regional plan to manage an aging population.
- Cunderdin Airport Masterplan (2009) – provides a long-term vision for the airfield.

These documents are available on the Shires’ websites at www.cunderdin.wa.gov.au, www.quairading.wa.gov.au and www.tammin.wa.gov.au.

4 Vision & Objectives

4.1 Vision

The vision of this Strategy is a combination drawn from the Shires' Strategic Community Plans to represent the Cunderdin, Quairading and Tammin local communities –

To provide opportunities for everyone by promoting vibrant, safe and welcoming places, which bring people together, and support thriving businesses which attract visitors and new residents to the community.

4.2 Objectives

The objectives of this Strategy have been aligned with the goals of the Strategic Community Plans to reflect the economic, developmental, community and environmental aspirations of the Shires. The objectives of the Joint Local Planning Strategy are to –

1. Promote population growth having regard to the principles of ecologically sustainable development and provide for all sectors of the community.
2. Ensure sufficient supply of suitably zoned and serviced residential land in each of the Strategy area's main settlements to accommodate future housing growth, choice and variety in neighbourhoods.
3. Foster community identity and healthy lifestyles through high levels of visual amenity, quality community services, and improved safety and security.
4. To provide a variety and choice of high quality rural living opportunities in the Strategy area where it is economically, socially and environmentally viable.
5. To achieve sustainable use of agricultural land in the Strategy area whilst providing diverse and compatible development opportunities in agricultural areas to promote the local economy.
6. Development of a diversified range of commerce and industry in appropriate locations that provides significant employment opportunities and diversifies the local economy.
7. Develop the Strategy area's tourism potential to provide opportunity for local employment by supporting development which complements established land uses and protects and enhances the natural environment.
8. Protect, conserve and enhance the environmental values and natural resources of the Strategy area for the benefit of future generations while providing appropriate development opportunities to promote the local economy.
9. To ensure the long term protection and preservation of all buildings and places within the Strategy area identified by the local community as being of cultural and historical heritage significance.

5 Key Land Use Issues

The key land use and planning issues provide the background and context for the formulation of strategies that will guide land use change and development in the Shire over the next 10 to 15 years. The key issues are summarised below with a more comprehensive assessment being included in Part Two of this document.

5.1 Growth & Settlement

Population decline is a major issue of concern in the Strategy area as it has a significant bearing on economic and social wellbeing. Strategies that seek to promote population growth by encouraging the development of downstream processing of primary produce, diversified industries and tourism opportunities including farm stay accommodation and ecotourism are recommended.

The demographics of the population, in particular the continued decline in the proportion of persons aged 0 to 24 years over the last few decades and the increase in the number of aged persons has significant implications for future development within the Strategy area, such as the provision of a wide range of services and facilities.

This Strategy aims to address specific future development needs and requirements of the population including timely and economic provision of a suitable range of land, housing, services and facilities.

5.2 Employment & Tourism

Commerce and industry in the Strategy area has developed primarily to serve the agricultural sector and therefore, the profitability of businesses is closely related to the buoyancy of agricultural markets and the prosperity of the local farming community. It is desirable to reduce reliance on agriculture by encouraging the development of downstream processing of primary produce, diversified industries and tourism opportunities, including farm stay accommodation and ecotourism.

This Strategy aims to reinforce the role of town centres as the key commercial areas for each Shire supported by the light industry and service commercial areas.

Tourism is a growing sector of the State's economy. It is a relatively small sector in the Strategy area, however has significant growth potential that could provide opportunities for diversification of agricultural activities and provide additional sources of employment.

5.3 Infrastructure & Transport

A key component of the Strategy is to identify and address development and capacity constraints resulting from a lack of infrastructure. A key recommendation is to maximise the use of existing transport and service infrastructure in the main settlements through appropriate development to cater for residential diversity and the potential increase in population.

The Great Eastern Highway, Trans-Australian Railway and the Cunderdin Airfield are significant transport infrastructure assets to the Strategy area and will be key to economic growth. The expansion of the water, sewer and power assets in each of the main settlements would support economic and population growth in the Strategy area.

5.4 Heritage

The Strategy area's European history dates back to the 1840's and there are numerous buildings and places of cultural heritage value that have been identified as being significant to the State, Region and local community. Each Shire has adopted a Heritage Strategy that includes recommendations to improve the protection of heritage places.

The Strategy area is located in the traditional area of the Ballardong Noongar people. There are several Aboriginal sites of cultural value throughout the Region, some known though many unknown, that are protected by Federal and State legislation that requires further investigation to gain a full understanding and appreciation of their significance.

5.5 Agriculture & Rural Living

Agriculture remains the main economic driver in the Strategy area and is of significance to the Wheatbelt and State economies. Productive agricultural land in the Strategy area is a finite resource and must be conserved and managed for the long term whilst encouraging diversification in activities.

The Strategy area's agricultural productivity and economy, including associated industries, is being increasingly affected by decreasing rainfall trends and unpredictable weather patterns. This Strategy aims to encourage diversification of land uses on agricultural land.

It is important to acknowledge the increasing demand for smaller rural lifestyle lots in the Strategy area over the past 10 years. Subdivision for these purposes can result in land use conflict and have significant implications in terms of the provision of community services and infrastructure. This Strategy aims to manage subdivision of this type in appropriate locations having regard to its impact on productive agricultural land, land capability and servicing requirements.

5.6 Extractive Industries – Mining and Basic Raw Materials

Extractive industries are an important part of the Strategy area's economy. With changes in technology the extraction of mineral resources has the potential to become a significant industry in the Strategy area to complement agriculture. Mining proposals, such as the Meckering Kaolin mines could provide significant employment opportunities. An adequate supply of basic raw materials, such as sand, clay and gravel, is essential to provide for infrastructure and development opportunities, and cost-effective capital works and building programs.

6 Strategic Directions, Strategies & Actions

6.1 Cunderdin Townsite

6.1.1 Growth & Settlement

Strategic Directions	Strategies	Actions	Priority
1. Retaining population and achieving steady growth.	1.1 Provide a wide range of services and facilities that are easily accessible and benefit the development and growth of the whole community.	1.1.1 Where necessary to support the delivery of future residential development, include an 'Urban Development' zone to be applied where more detailed planning is required prior to recommending approval to any subdivision or development.	MEDIUM TERM
		1.1.2 Facilitate low key home business and tourism uses and development through flexibility in zones.	SHORT TERM
2. New development and subdivision is identified and planned for in a logical manner.	2.1 Ensure sufficient amounts of suitably zoned and serviced residential land in each of the main settlements that provide a wide variety of lot sizes and housing types to suit the needs of all sectors of the community.	2.1.1 Rezone the former Cunderdin Hospital site located at Lot 384 Cubbine Street, Cunderdin from 'Hospital – Reserve' to 'Residential R15/30'.	SHORT TERM
		2.1.2 Rezone Lots 17, 127, 128, 129 and 130 Cubbine Street, Cunderdin from 'Rural' to 'Residential R5/10'.	SHORT TERM
	2.2 Avoid development in areas identified as liable to flooding and inundation or other significant natural constraints.	2.2.1 Bushfire risk assessment and mitigation will be required where development intensification or rezoning is considered in bushfire prone areas.	SHORT TERM
		2.2.2 Work with the Department of Water and Environmental Regulation to identify areas affected by flooding to determine suitability for development.	MEDIUM TERM
	2.3 Provide opportunities for consolidated residential development	2.3.1 Review the residential density codes and introduce dual coding where reticulated sewerage	SHORT TERM

Strategic Directions	Strategies	Actions	Priority
	in the older established parts of the townsite where reticulated sewerage is available to satisfy a variety of needs including those of a growing aged population.	is available in the townsite to maximise use of infrastructure and to encourage medium density development, including aged and affordable housing.	
		2.3.2 Insert provisions regarding utilisation of the dual coding and requirements prior to development.	SHORT TERM
3. Health care, education and training opportunities meet the needs of the current and future local community.	3.1 Facilitate the provision of a wide range of appropriately located aged accommodation, health and care facilities to cater for the needs of the aged.	3.1.1 Promote the clustered development of aged accommodation, health and care facilities in the townsite.	SHORT TERM
		3.1.2 Rezone Lot 801 Lundy Avenue, Cunderdin from 'Parks and Recreation Reserve' to 'Medical Services Reserve'.	SHORT TERM
		3.1.3 Add additional uses to Lot 800 Lundy Avenue, Cunderdin – 'Aged Care Facility/Nursing Home and Aged & Dependent Persons Dwelling'.	SHORT TERM
	3.2 Facilitate the provision of and access to a range of education and training services and facilities to assist in reducing population decline in younger age groups.	3.2.1 Ensure that the new local planning scheme provides opportunity for the establishment of new education and training facilities in appropriate locations.	SHORT TERM

6.1.2 Employment & Tourism

Strategic Directions	Strategies	Actions	Priority
4. The local community is offered a diverse range of local business and employment opportunities within settlements.	4.1 Ensure that the new local planning scheme is sufficiently flexible that it promotes population growth by encouraging diversification of the local economy.	4.1.1 Ensure that the new local planning scheme provides opportunity for the establishment of new commerce and industry in appropriate locations.	SHORT TERM
		4.1.2 Identify the preferred location of future commercial, service commercial and industrial development having regard to the nature and	SHORT TERM

Strategic Directions	Strategies	Actions	Priority
		location of existing commercial and industrial development, land capability and servicing requirements and apply a suitable zoning classification to these areas in the new local planning scheme.	
	4.2 Promote the diversification of the Strategy area's economy by encouraging the development of a wide range of new commerce and industry.	4.2.1 Rezone Lot 2189 Baxter Road and a portion of Lot 28 Main Street from 'Rural' to 'Industrial Development'.	SHORT TERM
		4.2.2 Rezone Lots 1, 2, 3, 4, 6, 7, 8, 9, 10 and 500 Great Eastern Highway and Lot 1 Hodgson Street from 'Town Centre' to 'Service Commercial' to ensure zoning reflects the land use.	SHORT TERM
		4.2.3 Rezone all 'Town Centre' zoned lots fronting Main Street and/or Lundy Avenue to 'Commercial' to ensure the zoning reflects the land use.	SHORT TERM
	4.3 Encourage new commercial and industrial development to utilise existing infrastructure to maximise efficiencies of operation and economies of scale.	4.3.1 Rezone Lots 9, 10, 18 to 23, 71, 502 and 503 Baxter Road from 'Mixed Business' to 'Light Industry' to ensure zoning reflects current and future land use.	SHORT TERM
		4.3.2 Rezone Lots 24, 25, 26, a portion of Lot 28 and Lot 45 Main Street and Lot 15 Lundy Avenue from 'Mixed Business/Rural' to 'Light Industry' to ensure zoning reflects current and future land use.	SHORT TERM
		4.3.3 Rezone Lots 1, 2, 5 and 6 Great Eastern Highway and Lot 50 Togo Street, Cunderdin from 'Town Centre' to 'Light Industry' to ensure zoning reflects current and future land use.	SHORT TERM
	4.4 Ensure that sufficient amounts of suitably zoned and serviced	4.4.1 Rezone Lots 6 (on D41808), 400 (on DP 76419) and 2192 (on DP 255014) Railway Road East, Cunderdin from 'Rural' to 'General Industry' to	SHORT TERM

Strategic Directions	Strategies	Actions	Priority
	commercial and industrial land are provided in appropriate locations to accommodate new commercial and industrial activities.	provide for the current and future expansion of the CBH Grain Receival Depot and other local industries.	
		4.4.2 Where necessary to support the delivery of future industrial development, include an 'Industrial Development' zone to be applied where more detailed planning is required prior to recommending approval to any subdivision or development.	SHORT TERM
5. Encourage the growth and retention of tourism opportunities to strengthen the tourism industry.	5.1 Promote development and diversification of tourism by providing flexibility in the local planning scheme and infrastructure support to encourage investment in tourism infrastructure and services.	5.1.1 Ensure that the new local planning scheme is flexible in terms of the permissibility of tourist type uses in areas where compatibility of land usage is achievable and desirable.	SHORT TERM

6.1.3 Infrastructure & Transport

Strategic Directions	Strategies	Actions	Priority
6. The Shire has a safe, logical and efficient movement network.	6.1 Provide a safe, efficient and effective movement network for people and freight that is integrated with land uses to provide for better accessibility and sustainability.	6.1.1 Identify the location and extent of all existing and proposed transport infrastructure on the scheme maps including National Highways, State roads, significant local government roads, railway corridors and public airfields.	SHORT TERM
	6.2 To ensure transport noise is managed appropriately.	6.2.1 Implement the requirements of State Planning Policy 5.4 – Road and Rail Transport Noise and Freight Considerations in Land Use Planning through the statutory planning process.	SHORT TERM

7. The Shire's future population growth, tourism activities and industries will be supported by necessary infrastructure.	7.1 Ensure infrastructure and servicing meets the needs of the community and to support existing and future development.	7.1.1 Identify areas suitable for dual coding to maximise existing infrastructure and include suitable provisions in the new local planning scheme.	SHORT TERM
		7.1.2 Investigate opportunities for local government and private sector involvement in the provision of sewerage treatment systems, including the possibility of smaller systems to service individual developments.	MEDIUM TERM
	7.2 Ensure that all future use and development of land within the buffer areas of existing or proposed major infrastructure is compatible with the long term operation of these facilities.	7.2.1 Where appropriate, identify suitable buffers in the scheme for the Waste Water Treatment Plant, Airfield and CBH Grain Handling Receiving Facility.	SHORT TERM
		7.2.2 Incorporate suitably flexible provisions to facilitate the development of the Cunderdin Airfield as an alternative landing site, with sufficient buffers and supporting light/service industrial development.	MEDIUM TERM
		7.2.3 Classify Lot 1 Cunderdin Hill Road, Cunderdin as 'Infrastructure Services Reserve'.	SHORT TERM

6.1.4 Heritage

Strategic Directions	Strategies	Actions	Priority
8. The local community celebrates local character, culture and heritage and inspires civic pride and a sense of place.	8.1 To ensure that all areas of cultural heritage significance in the Strategy area are identified and protected in considering proposals for development and land use change.	8.1.1 Review the Local Heritage Survey and develop a Heritage List.	SHORT TERM
	8.2 Ensure that all areas of Aboriginal heritage significance in the Strategy area are identified and afforded the necessary protection to determine development proposals.	8.2.1 Identify and record the location of all known sites of Aboriginal heritage significance in the Strategy area and ensure that land use planning occurs sympathetic to these sites.	LONG TERM

6.2 Meckering Townsite

6.2.1 Growth & Settlement

Strategic Directions	Strategies	Actions	Priority
9. Provide a safe, convenient and attractive town centre that reflects the character of the community, and supports retail and community needs of residents and visitors.	9.1 Provide a wide range of services and facilities that are easily accessible and benefit the development and growth of the whole community.	9.1.1 Appropriately zone the town centre to facilitate the ability for appropriate intensification of local commercial and residential development.	SHORT TERM
		9.1.2 Facilitate low key home business and tourism uses and development through flexibility in zones.	SHORT TERM
10. New development and subdivision is identified and planned for in a logical manner.	10.1 Ensure sufficient amounts of suitably zoned and serviced residential land, with flexible land use options, in each of the main settlements that provide a wide variety of lot sizes and housing types to suit the needs of all sectors of the community.	10.1.1 Ensure that the new local planning scheme is sufficiently flexible that it promotes population growth by encouraging diversification of the local economy.	SHORT TERM
		10.1.2 Rezone Lots 41, 420, 500, 405, 406, 53 and 54 Dempster Street and Lots 31, 33, 34, 35, 47, 419, 150, 393 and 404 Throssell Street, Meckering from 'Mixed Business' to 'Rural Townsite' to reflect the current use of the properties and provide flexibility for future land use.	SHORT TERM
	10.2 Avoid development in areas identified as liable to flooding and inundation or other significant natural constraints.	10.2.1 Bushfire risk assessment and mitigation will be required where development intensification or rezoning is considered in bushfire prone areas.	SHORT TERM
		10.2.2 Work with the Department of Water and Environmental Regulation to identify areas affected by flooding to determine suitability for development.	MEDIUM TERM
		10.2.3 Rezone all unallocated Crown lots and unmanaged Crown Reserves within the Meckering townsite from 'General Agriculture' to 'Environmental Conservation' reserve where affected by the Mortlock River.	SHORT TERM

Strategic Directions	Strategies	Actions	Priority
		10.2.4 Introduce an 'Environmental Conservation' zone and rezone part of Lots 39 and 40 and whole of Lot 41 Dreyer Street, Meckering from 'Town Centre' and 'Rural' to 'Environmental Conservation'.	SHORT TERM
		10.2.5 Rezone any privately owned lots affected by the Mortlock River within the Meckering townsite to 'Environmental Conservation' zone.	SHORT TERM
	10.3 Provide opportunities for consolidated residential development, with flexible land use options, in the older established parts of the townsite where reticulated sewerage is available to satisfy a variety of needs including those of a growing aged population.	10.3.1 Rezone Lots 3, 100 and 372 Dempster Street, Lots 7, 8, 9, 10, 11, 12, 200, 394, 400 and 600 Johnston Street and Lots 100, 101 and 201 Clifton Street from 'Rural' to 'Rural Townsite R2.5' to provide a more appropriate zoning and reflect current uses.	SHORT TERM
		10.3.2 Identify residential areas with opportunities to accommodate limited intensification of density that can be connected to sewer.	SHORT TERM
		10.3.3 Insert provisions regarding utilisation of the dual coding and requirements prior to development.	SHORT TERM

6.2.2 Employment & Tourism

Strategic Directions	Strategies	Actions	Priority
11. The local community is offered a diverse range of local business and employment opportunities within settlements.	11.1 Ensure that sufficient amounts of suitably zoned and serviced commercial and industrial land are provided in appropriate locations to	11.1.1 Ensure that the new local planning scheme is sufficiently flexible that it contributes to the diversification of the economy by providing opportunity for the establishment of new commerce and industry in appropriate locations.	SHORT TERM

	accommodate new commercial and industrial activities.	11.1.2 Rezone all 'Town Centre' zoned lots fronting Dreyer Street, Gabbedy Place, Kelly Street and/or Soloman Street to 'Commercial' to ensure the zoning reflects the land use.	SHORT TERM
		11.1.3 Review areas zoned Commercial and Mixed Business to ensure the suitability of the zones and if there is a need for light industrial zoned land, particularly considering the strategic location of the town on the Great Eastern Highway.	LONG TERM
12. Encourage the growth and retention of tourism opportunities to strengthen the tourism industry.	12.1 Promote the diversification of the Strategy area's economy by encouraging the development of a wide range of new commerce and industry.	12.1.1 Ensure that the new local planning scheme is sufficiently flexible in terms of the permissibility of tourist-type uses in zones where compatibility of land usage is achievable and desirable.	SHORT TERM

6.2.3 Infrastructure & Transport

Strategic Directions	Strategies	Actions	Priority
13. The Shire has a safe, logical and efficient movement network.	13.1 Plan for the provision and delivery of transport services and infrastructure.	13.1.1 Identify the location and extent of all existing and proposed transport infrastructure on the scheme maps including National Highways, State roads, significant local government roads, railway corridors and public airfields.	SHORT TERM
		13.1.2 Investigate closing unconstructed roads in the townsite for amalgamation into adjoining properties.	MEDIUM TERM
14. The Shire's future population growth, tourism activities and industries will be supported by necessary infrastructure.	14.1 Facilitate additions and upgrades to existing water supply and sewerage infrastructure to accommodate future development and growth.	14.1.1 Identify areas suitable for dual coding to maximise existing infrastructure and include suitable provisions in the new local planning scheme.	SHORT TERM
		14.1.2 Ensure future subdivision and development for residential purposes at densities greater than R2 in sewage sensitive areas, and R10 in all other areas, is connected to reticulated sewerage.	SHORT TERM/ ONGOING

Strategic Directions	Strategies	Actions	Priority
		14.1.3 Investigate opportunities for local government and private sector involvement in the provision of sewerage treatment systems, including the possibility of smaller systems to service individual developments.	MEDIUM TERM
		14.1.4 Identify suitable buffers in the scheme for the Waste Water Treatment Plant.	SHORT TERM

6.2.4 Heritage

Strategic Directions	Strategies	Actions	Priority
15. The local community celebrates local character, culture and heritage and inspires civic pride and a sense of place.	15.1 To ensure that all areas of cultural heritage significance in the Strategy area are identified and protected in considering proposals for development and land use change.	15.1.1 Review the Local Heritage Survey to develop a Heritage List.	SHORT TERM
	15.2 Ensure that all areas of Aboriginal heritage significance in the Strategy area are identified and afforded the necessary protection in determining development proposals.	15.2.1 Identify and record the location of all known sites of Aboriginal heritage significance in the Strategy area and ensure that land use planning occurs sympathetic to these sites.	LONG TERM

6.3 Quairading Townsite

6.3.1 Growth & Settlement

Strategic Directions	Strategies	Actions	Priority
16. Retaining population and achieving steady growth.	16.1 Provide a wide range of services and facilities that are easily accessible	16.1.1 Appropriately zone the town centre to facilitate the ability for appropriate intensification of local commercial and residential development.	SHORT TERM

Strategic Directions	Strategies	Actions	Priority
	and benefit the development and growth of the whole community.	16.1.2 Facilitate low key home business and tourism uses and development through flexibility in zones.	SHORT TERM
17. New development and subdivision is identified and planned for in a logical manner.	17.1 Ensure sufficient amounts of suitably zoned and serviced residential land in each of the main settlements that provide a wide variety of lot sizes and housing types to suit the needs of all sectors of the community.	17.1.1 Ensure that the new local planning scheme is sufficiently flexible that it promotes population growth by encouraging diversification of the local economy.	SHORT TERM
	17.2 Provide opportunities for consolidated residential development in the established parts of the townsite where reticulated sewerage is available to satisfy a variety of needs including those of a growing aged population.	17.2.1 Review the residential density codes and dual coding provisions where reticulated sewerage is available in the townsite to maximise use of infrastructure and to encourage medium density development, including aged and affordable housing (subject to appropriate planning being undertaken).	SHORT TERM
		17.2.2 Insert provisions regarding utilisation of the dual coding and requirements prior to development.	SHORT TERM
	17.3 Avoid development in areas identified as liable to flooding and inundation or other significant natural constraints.	17.3.1 Reclassify Crown land around the Quairading townsite from 'Public Purpose Reserve', 'Rural Residential Zone' (Rural Residential Area No. 2) and 'Rural Zone' to 'Environmental Conservation' reserve where it contains remnant vegetation, any high biodiversity values and/or the land is unused.	SHORT TERM
		17.3.2 Bushfire risk assessment and mitigation will be required where development intensification or rezoning is considered in bushfire prone areas.	SHORT TERM
		17.3.3 Work with the Department of Water and Environmental Regulation to identify areas affected by flooding to determine suitability for development.	MEDIUM TERM

Strategic Directions	Strategies	Actions	Priority
18. Health care, education and training opportunities meet the needs of the current and future local community.	18.1 Facilitate the provision of a wide range of appropriately located aged accommodation, health and care facilities to cater for the needs of the elderly.	18.1.1 Promote the clustered development of aged accommodation, health and care facilities central to the townsite.	SHORT TERM
		18.1.2 Rezone Lot 501 Suburban Road, Quairading from 'Public Purpose' reserve to 'Social Care Facilities' reserve.	SHORT TERM
	18.2 Facilitate the provision of and access to a range of education and training services and facilities to assist in reducing population decline in younger age groups.	18.2.1 Identify the location of existing education and training facilities in the local planning scheme.	SHORT TERM
		18.2.2 Ensure that the new local planning scheme provides opportunity for the establishment of new education and training facilities in appropriate locations.	SHORT TERM

6.3.2 Employment & Tourism

Strategic Directions	Strategies	Actions	Priority
19. The local community is offered a diverse range of local business and employment opportunities within settlements.	19.1 Ensure that the Town Centre of Quairading remains the principle place of retail, commercial and civic functions in the Shire.	19.1.1 Facilitate the orderly planning and redevelopment of vacant floor space within the Town Centre and actively encourage any rejuvenation through flexible controls and guidelines.	SHORT TERM
		19.1.2 Reclassify all unallocated Crown land lots and unmanaged Crown Reserves in the townsites of Doodenanning, Balkuling, Dangin, Yoting and Pantapin 'Environmental Conservation' reserve or 'Environmental Conservation' zone to preclude development which should be focused within the Quairading townsite, while providing some flexible land use options through zones/reserves for Badjaling.	SHORT TERM

Strategic Directions	Strategies	Actions	Priority
	19.2 Promote the diversification of Quairading's economy by encouraging the development of a wide range of new commerce and industry that provides employment opportunities.	19.2.1 Ensure that the new local planning scheme is sufficiently flexible that it contributes to the diversification of the economy by providing opportunity for the establishment of new commerce and industry in appropriate locations.	SHORT TERM
	19.3 Encourage new commercial and industrial development to utilise existing infrastructure to maximise efficiencies of operation and economies of scale.	19.3.1 Monitor the need for the development and release of additional industrial land, including the appropriateness of a Rural Enterprise zone.	MEDIUM TERM
		19.3.2 Rezone Lots 25, 29, 75, 80, and 81 Heal Street, Quairading from 'Town Centre' to 'Light Industry' to ensure zoning reflects current and future land use.	SHORT TERM
		19.3.3 Monitor the need for additional commercial land and investigate the release of additional land upon demand.	LONG TERM
	19.4 Ensure that sufficient amounts of suitably zoned and serviced commercial and industrial land are provided in appropriate locations to accommodate new commercial and industrial activities.	19.4.1 Expand the Industrial zoning for the CBH Grain Handling Facility on Lot 8133 Ashton Street, Quairading to reflect the development of the site.	SHORT TERM
		19.4.2 Rezone the remainder of Lot 8133 Ashton Street, Quairading from 'Rural' to 'Industrial Development'.	SHORT TERM
		19.4.3 Convert the existing 'Agricultural Industrial' zone into a flexible 'Special Use' zone which provides for both rural and industrial uses and allow for expansion into the adjacent 'Public Purposes' reserve through additional uses for the reserve.	SHORT TERM
		19.4.4 Where necessary to support the delivery of future industrial development, include an 'Industrial Development' zone to be applied where more detailed planning is required prior to	SHORT TERM

Strategic Directions	Strategies	Actions	Priority
		recommending approval to any subdivision or development.	
		19.4.5 Where necessary, identify suitable buffers in the scheme for the CBH Grain Handling Reveal Facility.	SHORT TERM
20. Encourage the growth and retention of tourism opportunities to strengthen the tourism industry.	20.1 Promote development and diversification of tourism by providing flexibility in the local planning scheme and infrastructure support to encourage investment in tourism infrastructure and services.	20.1.1 Ensure that the new local planning scheme is sufficiently flexible in terms of the permissibility of tourist type uses in areas where compatibility of land usage is achievable and desirable.	SHORT TERM

6.3.3 Infrastructure & Transport

Strategic Directions	Strategies	Actions	Priority
21. The Shire's infrastructure and movement network is safe, logical and efficient.	21.1 Ensure that the movement network and transport infrastructure is safe and effective for people and freight, while also being integrated with land uses to provide for better accessibility and sustainability.	21.1.1 Identify the location and extent of all existing and proposed transport infrastructure on the scheme maps including National Highways, State roads, significant local government roads, railway corridors and public airfields.	SHORT TERM
		21.1.2 Identify suitable buffers in the scheme for the Waste Water Treatment Plant and Airfield.	SHORT TERM
	21.2 Ensure transport noise is managed appropriately.	21.2.1 Implement the requirements of State Planning Policy 5.4 – Road and Rail Transport Noise and Freight Considerations in Land Use Planning through the statutory planning process.	SHORT TERM

Strategic Directions	Strategies	Actions	Priority
22. The Shire's future population growth, tourism activities and industries will be supported by necessary infrastructure.	22.1 Ensure infrastructure and servicing meets the needs of the community and to support existing and future development.	22.1.1 Identify areas suitable for dual coding to maximise existing infrastructure and include suitable provisions in the new local planning scheme.	SHORT TERM
		22.1.2 Investigate opportunities for local government and private sector involvement in the provision of sewerage treatment systems, including the possibility of smaller systems to service individual developments.	MEDIUM TERM

6.3.4 Heritage

Strategic Directions	Strategies	Actions	Priority
23. The local community celebrates local character, culture and heritage and inspires civic pride and a sense of place.	23.1 To ensure that all areas of cultural heritage significance in the Strategy area are identified and protected in considering proposals for development and land use change.	23.1.1 Review the Local Heritage Survey to develop a Heritage List.	SHORT TERM
		23.1.2 Introduce a new 'Private Clubs, Institutions and Places of Worship' zone and classify properties containing places of worship with the new zone as required.	SHORT TERM
	23.2 Ensure that all areas of Aboriginal heritage significance in the Strategy area are identified and afforded the necessary protection in determining development proposals.	23.2.1 Identify and record the location of all known sites of Aboriginal heritage significance in the Strategy area and ensure that land use planning occurs sympathetic to these sites.	LONG TERM

6.4 Tammin Townsite

6.4.1 Growth & Settlement

Strategic Directions	Strategies	Actions	Priority
24. Retaining population and achieving steady growth.	24.1 Provide a wide range of services and facilities that are easily accessible and benefit the development and growth of the whole community.	24.1.1 Appropriately zone the town centre to facilitate the ability for appropriate intensification of local commercial and residential development.	SHORT TERM
		24.1.2 Facilitate low key home business and tourism uses and development through flexibility in zones.	SHORT TERM
25. New development and subdivision is identified and planned for in a logical manner.	25.1 Ensure sufficient amounts of suitably zoned and serviced residential land in each of the main settlements that provide a wide variety of lot sizes and housing types to suit the needs of all sectors of the community.	25.1.1 Ensure that the new local planning scheme is sufficiently flexible that it promotes population growth by encouraging diversification of the local economy.	SHORT TERM
		25.1.2 Rezone Lot 70 Shields Street, Tammin from 'Public Worship' reserve to 'Residential R12.5' to reflect the residential land use.	SHORT TERM
	25.2 Provide opportunities for consolidated residential development in the older established parts of the townsite where reticulated sewerage is available to satisfy a variety of needs including those of a growing aged population.	25.2.1 Review the residential density codes and dual coding provisions where reticulated sewerage is available in the townsite to maximise use of infrastructure and to encourage medium density development, including aged and affordable housing (subject to appropriate planning being undertaken).	SHORT TERM
		25.2.2 Insert provisions regarding utilisation of the dual coding and requirements prior to development.	SHORT TERM
	25.3 Avoid development in areas identified as liable to flooding and inundation or other significant natural constraints.	25.3.1 Bushfire risk assessment and mitigation will be required where development intensification or rezoning is considered in bushfire prone areas.	SHORT TERM
		25.3.2 Work with the Department of Water and Environmental Regulation to identify areas	MEDIUM TERM

Strategic Directions	Strategies	Actions	Priority
		affected by flooding to determine suitability for development.	
26. Health care, education and training opportunities meet the needs of the current and future local community.	26.1 Facilitate the provision of a wide range of appropriately located aged accommodation, health and care facilities to cater for the needs of the elderly.	26.1.1 Promote the clustered development of aged accommodation, health and care facilities central to the townsite.	SHORT TERM
	26.2 Facilitate the provision of and access to a range of education and training services and facilities to assist in reducing population decline in younger age groups.	26.2.1 Identify the location of existing education and training facilities in the scheme.	SHORT TERM
		26.2.2 Ensure that the local planning scheme provides opportunity for the establishment of new education and training facilities in appropriate locations.	SHORT TERM

6.4.2 Employment & Tourism

Strategic Directions	Strategies	Actions	Priority
27. The local community is offered a diverse range of local business and employment opportunities within settlements.	27.1 Ensure that the Town Centre of Tammin remains the principle place of retail, commercial and civic functions in the Shire.	27.1.1 Facilitate the orderly planning and redevelopment of vacant floor space within the Town Centre and actively encourage any rejuvenation through flexible controls and guidelines.	SHORT TERM
	27.2 Promote the diversification of Tammin's economy by encouraging the development of a wide range of new commerce and industry that provides employment opportunities.	27.2.1 Ensure that the local planning scheme is sufficiently flexible that it contributes to the diversification of the economy by providing opportunity for the establishment of new commerce and industry in appropriate locations.	SHORT TERM
		27.2.2 Monitor the development of commercial and industrial land and investigate the release of additional land consistent with demand, including the feasibility of a 'Rural Enterprise' zone.	MEDIUM TERM

Strategic Directions	Strategies	Actions	Priority
		27.2.3 Identify suitable buffers in the scheme for the CBH Grain Handling Receiving Facility and the future Waste Water Treatment Plant.	SHORT TERM
		27.2.4 Rezone Lot 250 on Deposited Plan 62710 (CBH site) to General Industry to reflect the activities occurring on site.	SHORT TERM
28. Encourage the growth and retention of tourism opportunities to strengthen the tourism industry.	28.1 Promote development and diversification of tourism by providing flexibility in the local planning scheme and infrastructure support to encourage investment in tourism infrastructure and services.	28.1.1 Ensure that the new local planning scheme is sufficiently flexible in terms of the permissibility of tourist type uses in areas where compatibility of land usage is achievable and desirable.	SHORT TERM

6.4.3 Infrastructure & Transport

Strategic Directions	Strategies	Actions	Priority
29. The Shire has a safe, logical and efficient movement network.	29.1 Provide a safe, efficient and effective movement network for people and freight that is integrated with land uses to provide for better accessibility and sustainability.	29.1.1 Identify the location and extent of all existing and proposed transport infrastructure on the scheme maps including National Highways, State roads, significant local government roads, railway corridors and public airfields.	SHORT TERM
		29.1.2 Identify suitable buffers in the scheme for the CBH Grain Handling Receiving Facility and future Waste Water Treatment Plant.	SHORT TERM
	29.2 To ensure transport noise is managed appropriately.	29.2.1 Implement the requirements of State Planning Policy 5.4 – Road and Rail Transport Noise and Freight Considerations in Land Use Planning through the statutory planning process.	SHORT TERM
30. The Shire's future population growth, tourism activities and	30.1 Ensure infrastructure and servicing meets the needs of the community	30.1.1 Identify areas suitable for dual coding to maximise existing infrastructure and include suitable provisions in the local planning scheme.	SHORT TERM

Strategic Directions	Strategies	Actions	Priority
industries will be supported by necessary infrastructure.	and to support existing and future development.	30.1.2 Investigate opportunities for local government and private sector involvement in the provision of sewerage treatment systems, including the possibility of smaller systems to service individual developments.	MEDIUM TERM
	30.2 Ensure that all future use and development of land within the buffer areas of existing or proposed major infrastructure is compatible with the long-term operation of these facilities.	30.2.1 Investigate and identify a suitable location for the development of a new inert waste disposal facility in Tammin in consultation with the Department of Water and Environmental Regulation and the Wheatbelt Development Commission.	MEDIUM TERM

6.4.4 Heritage

Strategic Directions	Strategies	Actions	Priority
31. The local community celebrates local character, culture and heritage and inspires civic pride and a sense of place.	31.1 To ensure that all areas of cultural heritage significance in the Strategy area are identified and protected in considering proposals for development and land use change.	31.1.1 Review the Local Heritage Survey to develop a Heritage List.	SHORT TERM
	31.2 Ensure that all areas of Aboriginal heritage significance in the Strategy area are identified and afforded the necessary protection in determining development proposals.	31.2.1 Identify and record the location of all known sites of Aboriginal heritage significance in the Strategy area and ensure that land use planning occurs sympathetic to these sites.	LONG TERM

6.5 Rural Strategy

6.5.1 Agriculture

Strategic Directions	Strategies	Actions	Priority
32. Recognise the economic and social importance of the Shire's pastoral and horticultural industry to ensure it can continue as a major land use in the Shire.	32.1 Protect productive agricultural land from ad hoc subdivision, incompatible development and land degradation.	32.1.1 Support the WAPC's position in which there is a general presumption against subdivision of agricultural land.	SHORT TERM
	32.2 Support the subdivision of agricultural land in limited circumstances, including the creation of homestead lots, consistent with State Planning Policies.	32.2.1 Incorporate provisions in the local planning scheme in the Rural zone which specify that the local government will only support subdivision of agricultural lots in accordance with the State Planning Policy 2.5 – Rural Planning.	SHORT TERM
	32.3 Minimise the potential for land use conflict in agricultural areas.	32.3.1 Identify 'tree farming' in the land use table of the local planning scheme to regulate tree farming in the Strategy area, supported by a local planning policy to provide guidance on the submission and determination of applications.	SHORT TERM
	32.4 Promote the diversification of the Strategy area's economy by encouraging the development of downstream processing of primary produce, diversified industries and further tourism opportunities including farm stay accommodation and ecotourism.	32.4.1 Work with the Department of Primary Industries and Regional Development, WAPC and local farming community to identify agricultural areas within the Strategy area that are of local, regional or State significance and classify these areas in a Special Control Area – Priority Agriculture in the new local planning scheme.	MEDIUM TERM
		32.4.2 Ensure that the local planning scheme is sufficiently flexible that it effectively contributes to the diversification of the Strategy area's economy by providing opportunity for the timely establishment of new industries in the Rural zone that are complementary to primary production, including tourism.	SHORT TERM

Strategic Directions	Strategies	Actions	Priority
	32.5 Provide opportunities for additional housing on productive agricultural land in limited circumstances where it is justified in terms of farm management and/or tourist development.	32.5.1 Include provisions within the new local planning scheme to clarify the circumstances where additional Dwellings will be allowed in the Rural zone.	SHORT TERM
	32.6 Provide tourism opportunity in the Strategy area's agricultural areas where it is complementary to the agricultural use of the land and impacts are contained on-site and do not compromise the productive capacity of agricultural land.	32.6.1 Include provisions within the local planning scheme which provide for tourism land uses in the Rural zone and update interpretations for tourism uses within Schedule 1 – Dictionary of Defined Words and Expressions.	SHORT TERM
33. Enable compatible land uses in recognition that rural land also accommodates significant environmental assets and natural landscape values.	33.1 Encourage the preservation of remnant vegetation and promote revegetation of existing cleared areas where there are opportunities to enhance landscape amenities, promote biodiversity and/or reduce the degradation of soil and water.	33.1.1 Introduce the 'Environmental Conservation' zone where necessary to enable formal protection of areas of high biodiversity significance consistent with the following objectives of the model provisions for local planning schemes: (a) To identify land set aside for environmental conservation purposes. (b) To provide for the preservation, maintenance, restoration or sustainable use of the natural environment.	SHORT TERM
		33.1.2 Rezone Lot 102 (on DP 77785) Woonwooring Road, Cunderdin from 'Rural' to 'Environmental Conservation' consistent with the intent of the established conservation covenant and subdivision.	SHORT TERM
		33.1.3 Rezone all unallocated Crown land and unmanaged Crown Reserves within the townsites of Youndegin, Doodenanning, Balkuling, Dangin, Yoting and Pantapin to Environmental	SHORT TERM

Strategic Directions	Strategies	Actions	Priority
		Conservation Reserve or Environmental Conservation Zone to protect remnant native vegetation.	

6.5.2 Rural Living & Rural Enterprise

Strategic Directions	Strategies	Actions	Priority
34. To provide a strategic framework for the assessment and consideration of subdivision and development applications.	34.1 Council will not support proposals for further rural living areas apart from those identified within this strategy whereby the rezoning will reflect the current on ground subdivision layout and usage.	34.1.1 Subdivision of already zoned rural living areas will be guided by the principles of State Planning Policy 2.5 - Rural Planning, Development Control Policy 3.4 - Subdivision of Rural Land and the Rural Planning Guidelines.	SHORT TERM
	34.2 Control the expansion of existing rural settlements based on the availability of service infrastructure, environmental constraints, bushfire risk and employment opportunities.	34.2.1 Investigate the feasibility of rezoning Lot 3848 Leslie Road, Tammin for the purposes of establishing a rural lifestyle equine precinct.	MEDIUM TERM
	34.3 Apply appropriate zones to reflect current and/or intended land use.	34.3.1 Rezone Lots 277, 278 and 287 Cubbine Street, Cunderdin from 'Rural' to 'Rural Residential'.	SHORT TERM
		34.3.2 Rezone a portion of Lot 2195 Coronation Street, Cunderdin from 'Rural Residential' to 'Rural'.	SHORT TERM
		34.3.3 Rezone Lot 30 Combley Street, Lots 31-32 Throssell Street, Lots 33-34 Leeming Street and Lots 35-37 Dempster Street, Meckering from 'General Agriculture' to 'Rural Residential'.	SHORT TERM
34.4 Identify areas appropriate for a rural enterprise zone to accommodate	34.4.1 Introduce a new 'Rural Enterprise' zone into each of the new local planning schemes with the following objectives –	SHORT TERM	

Strategic Directions	Strategies	Actions	Priority
	people living or working on the same property.	<ul style="list-style-type: none"> To provide for light industrial and ancillary residential development on one lot. To provide for lot sizes in the range of 1 ha to 4 ha. To carefully design rural enterprise estates to provide a reasonable standard of amenity without limiting light industrial land uses. To notify prospective purchasers of potential amenity impacts from light industrial land uses. 	
		34.4.2 Identify possible areas in each Shire for designation as the 'Rural Enterprise' zone and rezone these areas upon further investigation into the suitability of the land and the appropriate demand for such development.	MEDIUM TERM

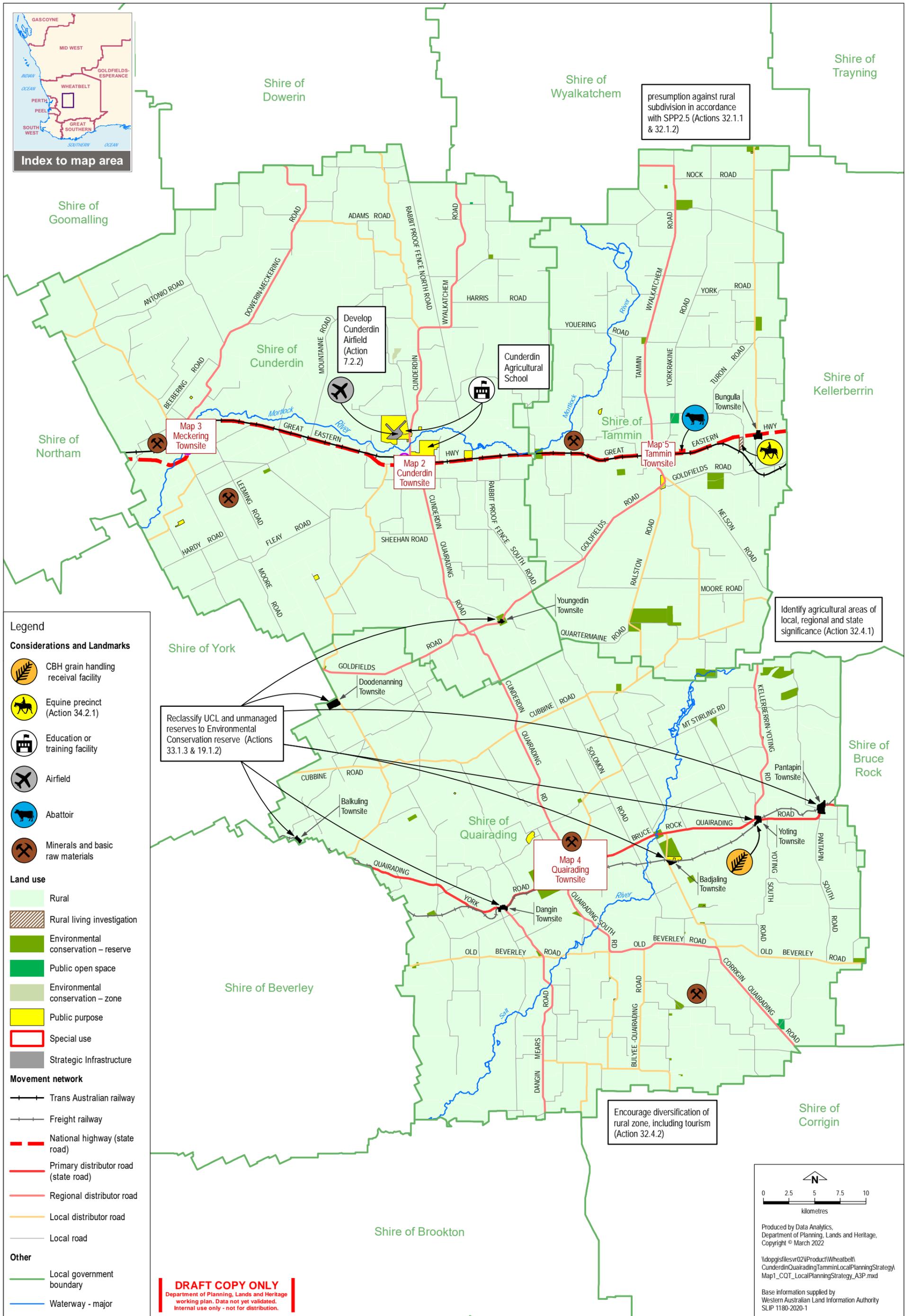
6.5.3 Extractive Industries – Mining & Basic Raw Materials

Strategic Directions	Strategies	Actions	Priority
35. To recognise the potential of resource-based industries to deliver local and regional benefits, as part of a broad economic base for the area.	35.1 Identify and protect basic raw materials including gravel and sand resources from inappropriate developments that would prevent their future use.	35.1.1 Identify the location and extent of important mineral and basic raw material resources within the Strategy area and ensure land use planning proposals respond appropriately to these sites.	SHORT TERM
	35.2 Identify natural resource priority areas and significant geological supplies and buffers to avoid encroachment of sensitive development into areas subject to reduced air quality, noise or other risks.	35.2.1 Insert the following clause into the new local planning schemes – <u>Requirement for consultation to commence mining</u> Whilst Mining Operations are exempt from the need for development approval under the <i>Mining Act 1978</i> , the local government may exercise its discretion to inform the Minister for Mines and	SHORT TERM

Strategic Directions	Strategies	Actions	Priority
		<p>the Minister for Planning in writing that the granting of a mining lease or general purpose lease is contrary to the provisions of the Scheme and the Local Planning Strategy. In providing advice to the Minister for Mines on the suitability of Mining Operations, the local government will be guided by the permissibility of this use in the zoning table.</p>	
	<p>35.3 Establish appropriate controls for extractive industries to minimise impacts on the environment and local amenity, including roads.</p>	<p>35.3.1 Insert provisions into the new local planning schemes and review existing policies, including possible repeal of local laws, relating to extractive industries to ensure that the process is streamlined and is sufficient to manage any potential impacts.</p>	<p>SHORT TERM</p>

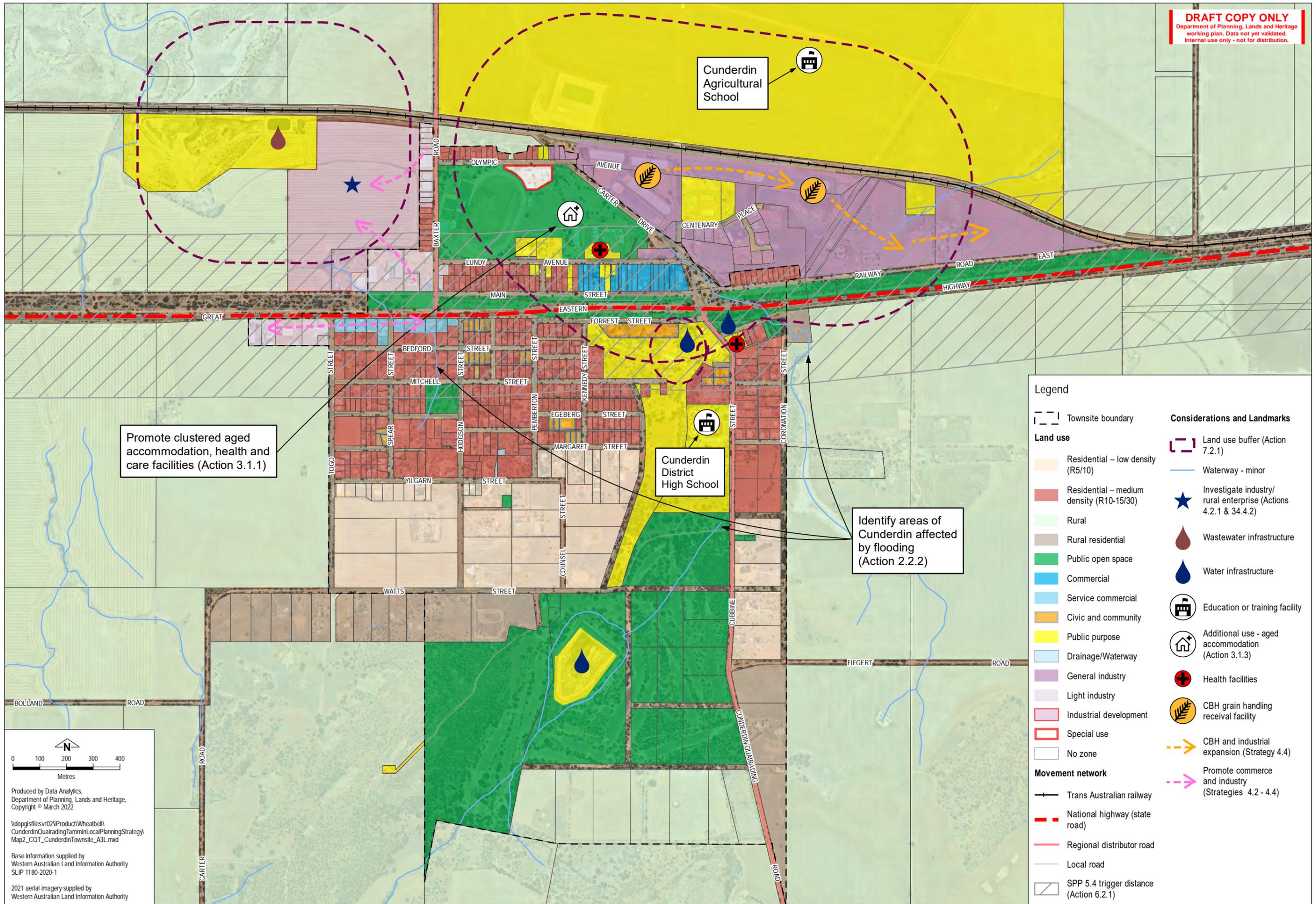
7 Strategy Maps

No.	Title
1.	Cunderdin, Quairading and Tammin Shires
2.	Cunderdin Townsite
3.	Meckering Townsite
4.	Quairading Townsite
5.	Tammin Townsite
6.	Basic Raw Materials
7.	European Heritage
8.	Aboriginal Heritage
9.	Environmental Conservation Areas
10.	Water & Wastewater Infrastructure
11.	Infrastructure



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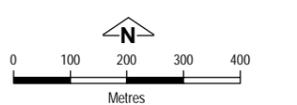
Promote clustered aged accommodation, health and care facilities (Action 3.1.1)

Cunderdin District High School

Cunderdin Agricultural School

Identify areas of Cunderdin affected by flooding (Action 2.2.2)

Legend	
	Townsite boundary
	Residential – low density (R5/10)
	Residential – medium density (R10-15/30)
	Rural
	Rural residential
	Public open space
	Commercial
	Service commercial
	Civic and community
	Public purpose
	Drainage/Waterway
	General industry
	Light industry
	Industrial development
	Special use
	No zone
	Trans Australian railway
	National highway (state road)
	Regional distributor road
	Local road
	SPP 5.4 trigger distance (Action 6.2.1)
	Land use buffer (Action 7.2.1)
	Waterway - minor
	Investigate industry/rural enterprise (Actions 4.2.1 & 34.4.2)
	Wastewater infrastructure
	Water infrastructure
	Education or training facility
	Additional use - aged accommodation (Action 3.1.3)
	Health facilities
	CBH grain handling receival facility
	CBH and industrial expansion (Strategy 4.4)
	Promote commerce and industry (Strategies 4.2 - 4.4)



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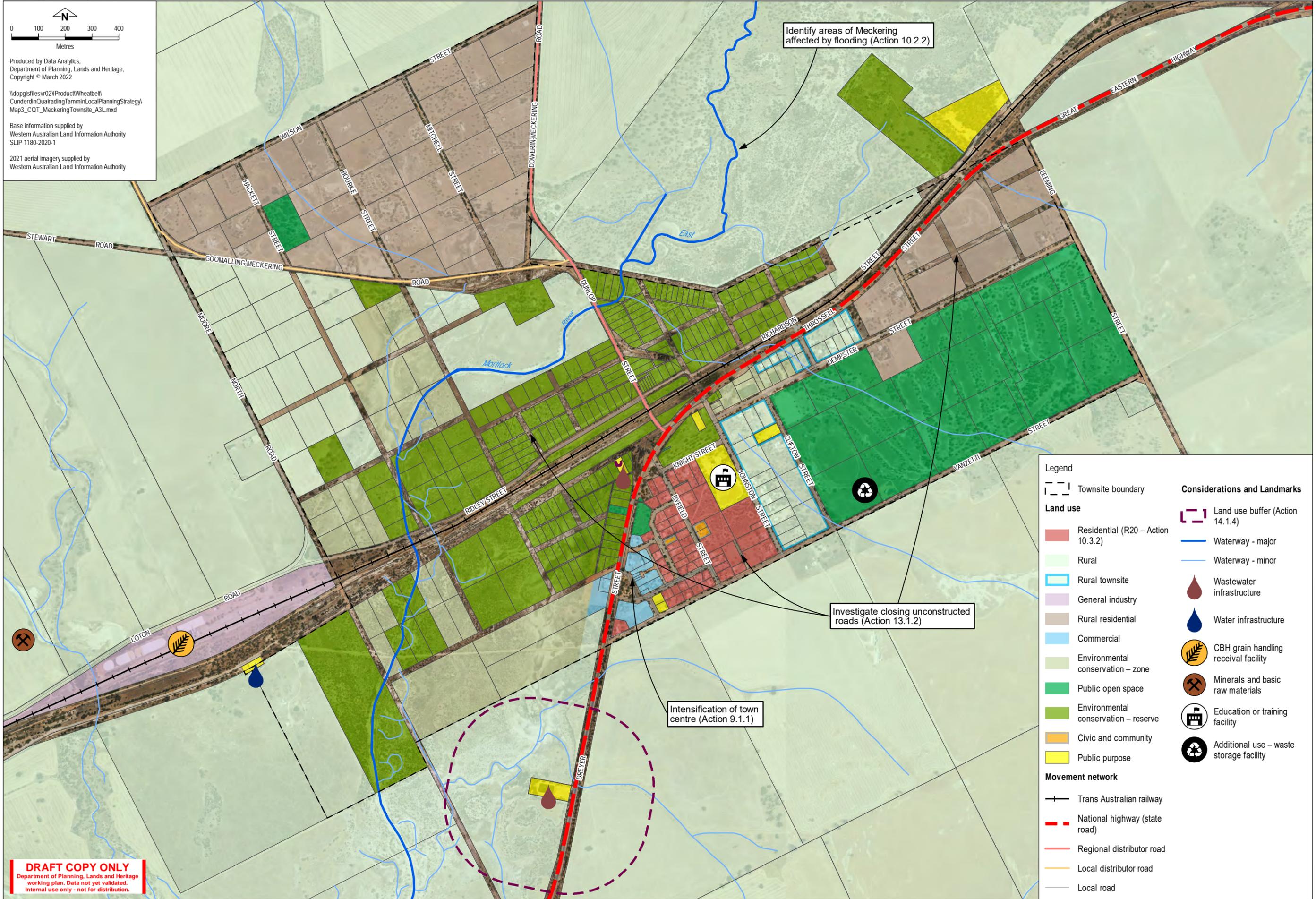
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Legend

--- Townsite boundary

Land use

- Residential (R20 – Action 10.3.2)
- Rural
- Rural townsite
- General industry
- Rural residential
- Commercial
- Environmental conservation – zone
- Public open space
- Environmental conservation – reserve
- Civic and community
- Public purpose

Considerations and Landmarks

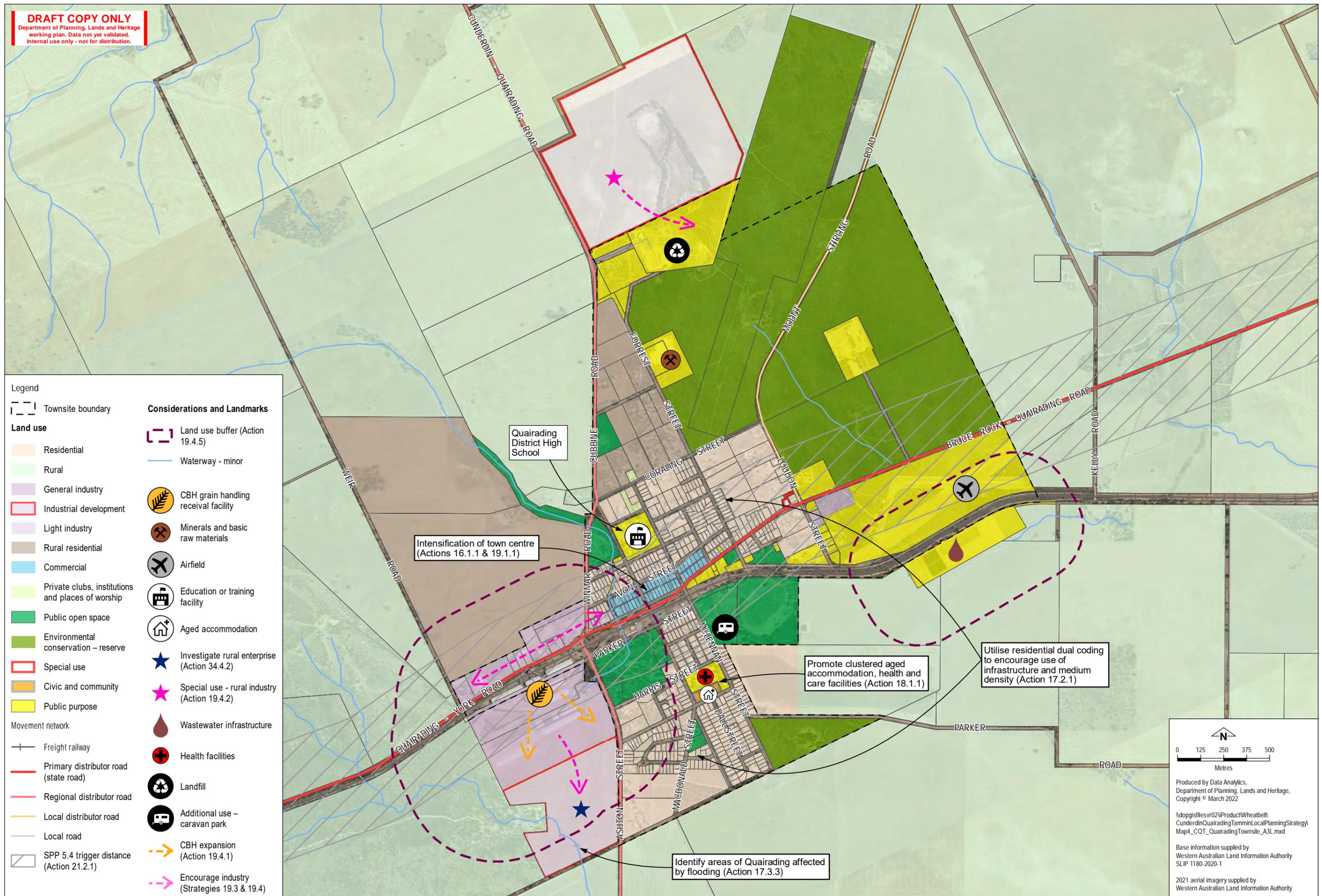
- Land use buffer (Action 14.1.4)
- Waterway - major
- Waterway - minor
- Wastewater infrastructure
- Water infrastructure
- CBH grain handling receival facility
- Minerals and basic raw materials
- Education or training facility
- Additional use – waste storage facility

Movement network

- Trans Australian railway
- National highway (state road)
- Regional distributor road
- Local distributor road
- Local road

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Legend

Townsite boundary
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Land use

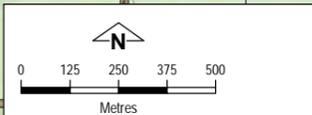
- Residential
- Rural
- General industry
- Industrial development
- Light industry
- Rural residential
- Commercial
- Private clubs, institutions and places of worship
- Public open space
- Environmental conservation – reserve
- Special use
- Civic and community
- Public purpose

Considerations and Landmarks

- Land use buffer (Action 19.4.5)
- Waterway - minor
- CBH grain handling receival facility
- Minerals and basic raw materials
- Airfield
- Education or training facility
- Aged accommodation
- Investigate rural enterprise (Action 34.4.2)
- Special use - rural industry (Action 19.4.2)
- Wastewater infrastructure
- Health facilities
- Landfill
- Additional use – caravan park
- CBH expansion (Action 19.4.1)
- Encourage industry (Strategies 19.3 & 19.4)

Movement network

- Freight railway
- Primary distributor road (state road)
- Regional distributor road
- Local distributor road
- Local road
- SPP 5.4 trigger distance (Action 21.2.1)



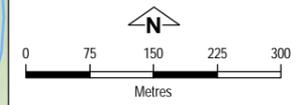
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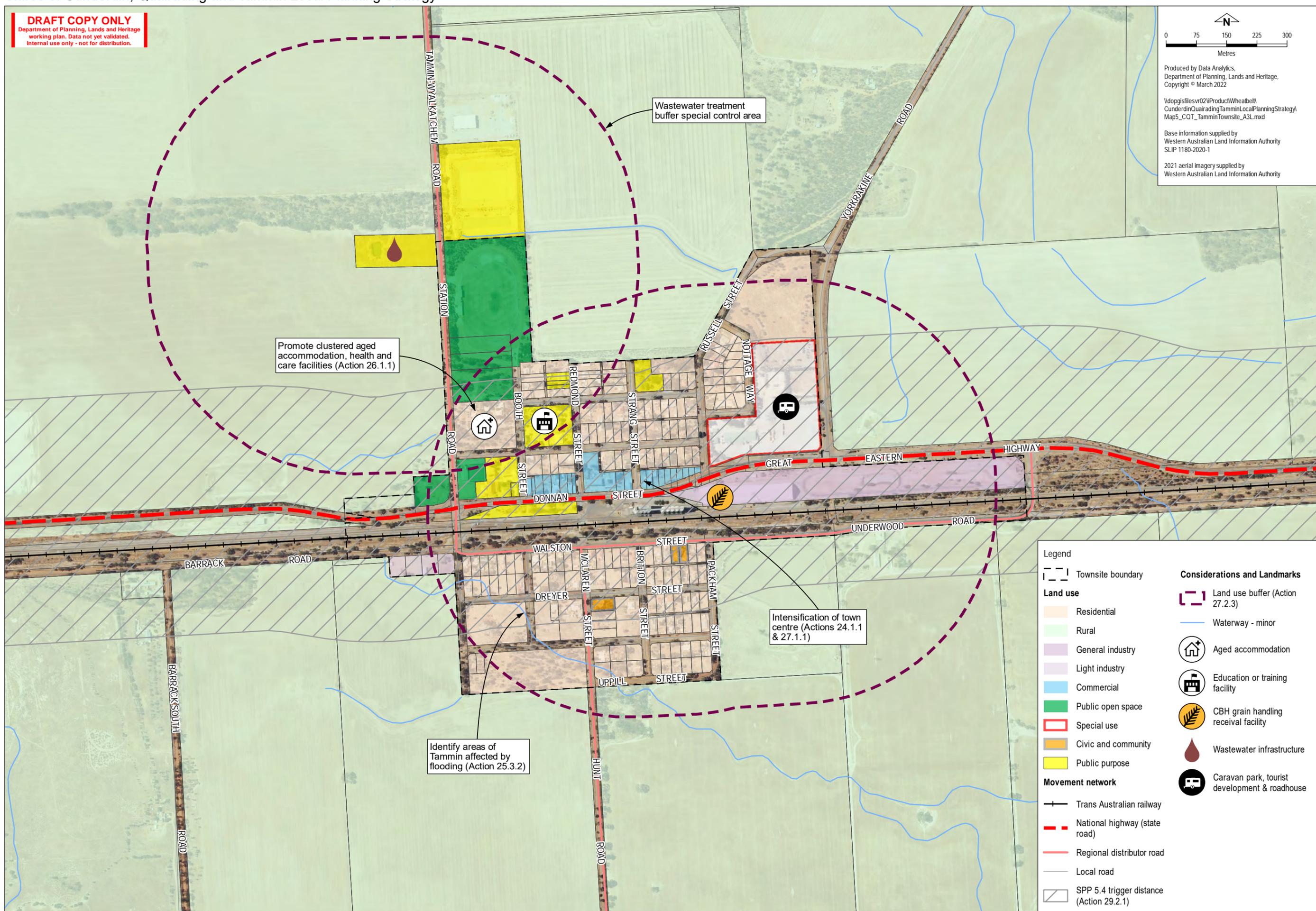


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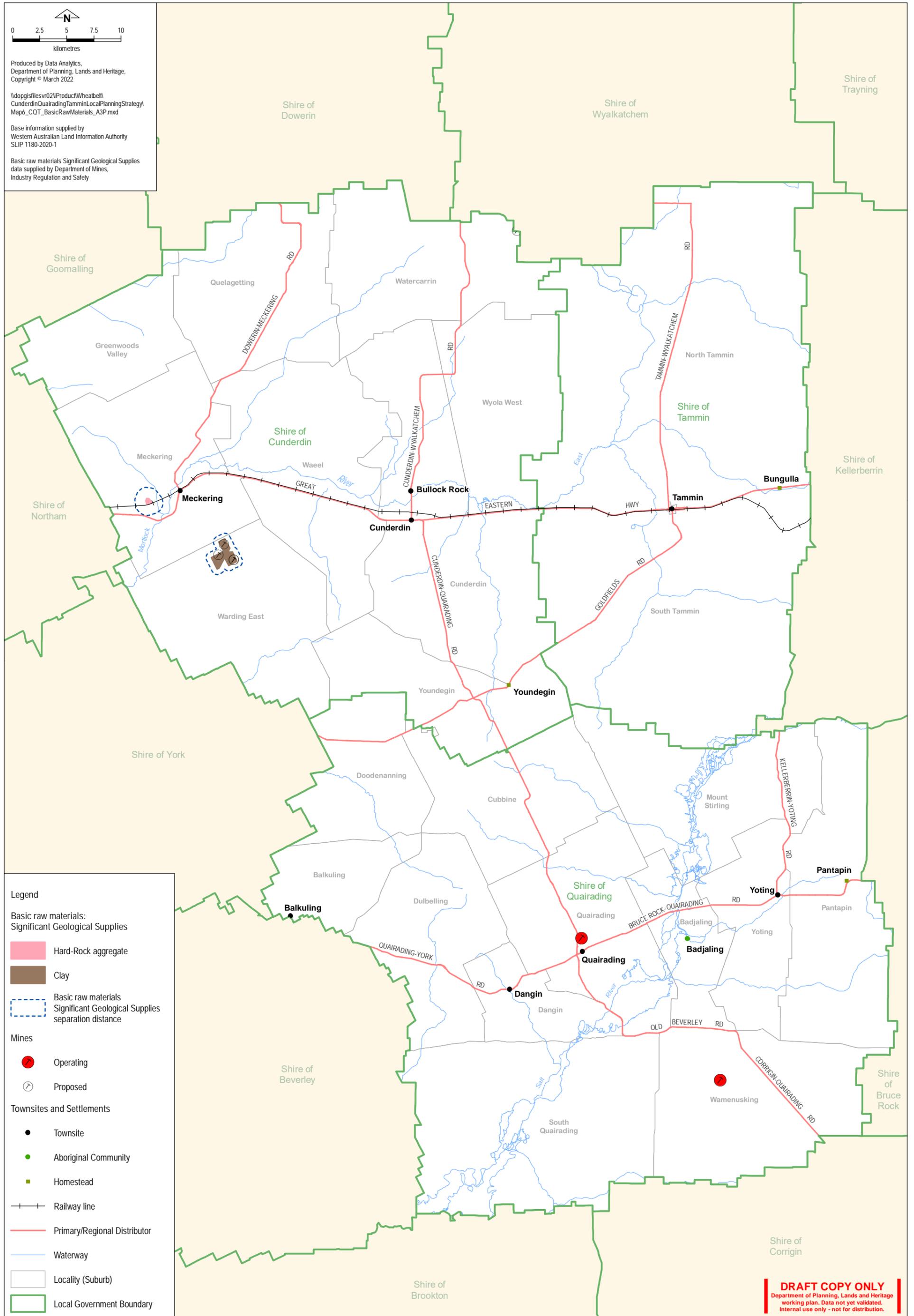
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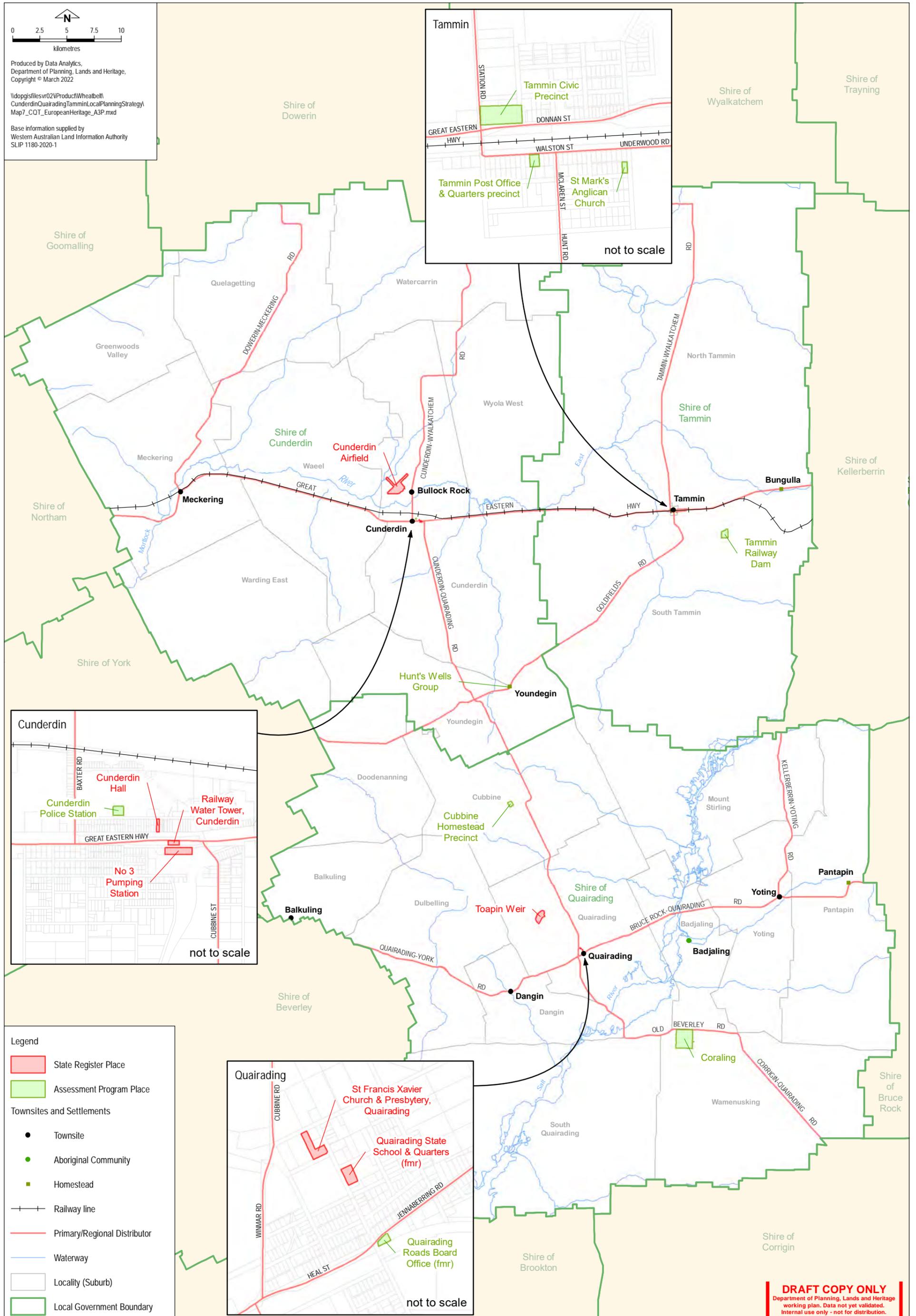


Legend	
	Townsite boundary
Land use	
	Residential
	Rural
	General industry
	Light industry
	Commercial
	Public open space
	Special use
	Civic and community
	Public purpose
Movement network	
	Trans Australian railway
	National highway (state road)
	Regional distributor road
	Local road
	SPP 5.4 trigger distance (Action 29.2.1)
Considerations and Landmarks	
	Land use buffer (Action 27.2.3)
	Waterway - minor
	Aged accommodation
	Education or training facility
	CBH grain handling receival facility
	Wastewater infrastructure
	Caravan park, tourist development & roadhouse



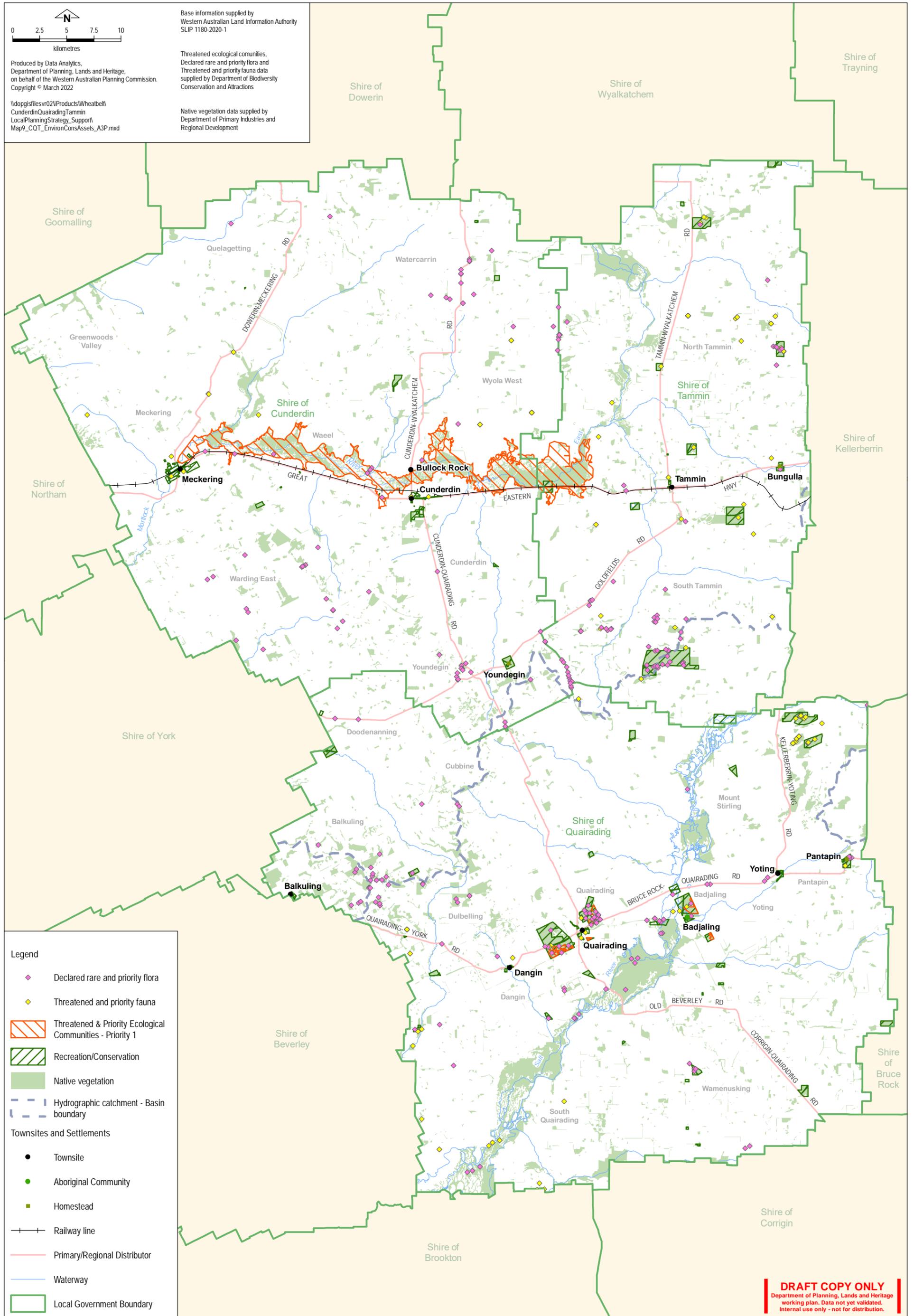
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Shires of Cunderdin, Quairading and Tammin Local Planning Strategy



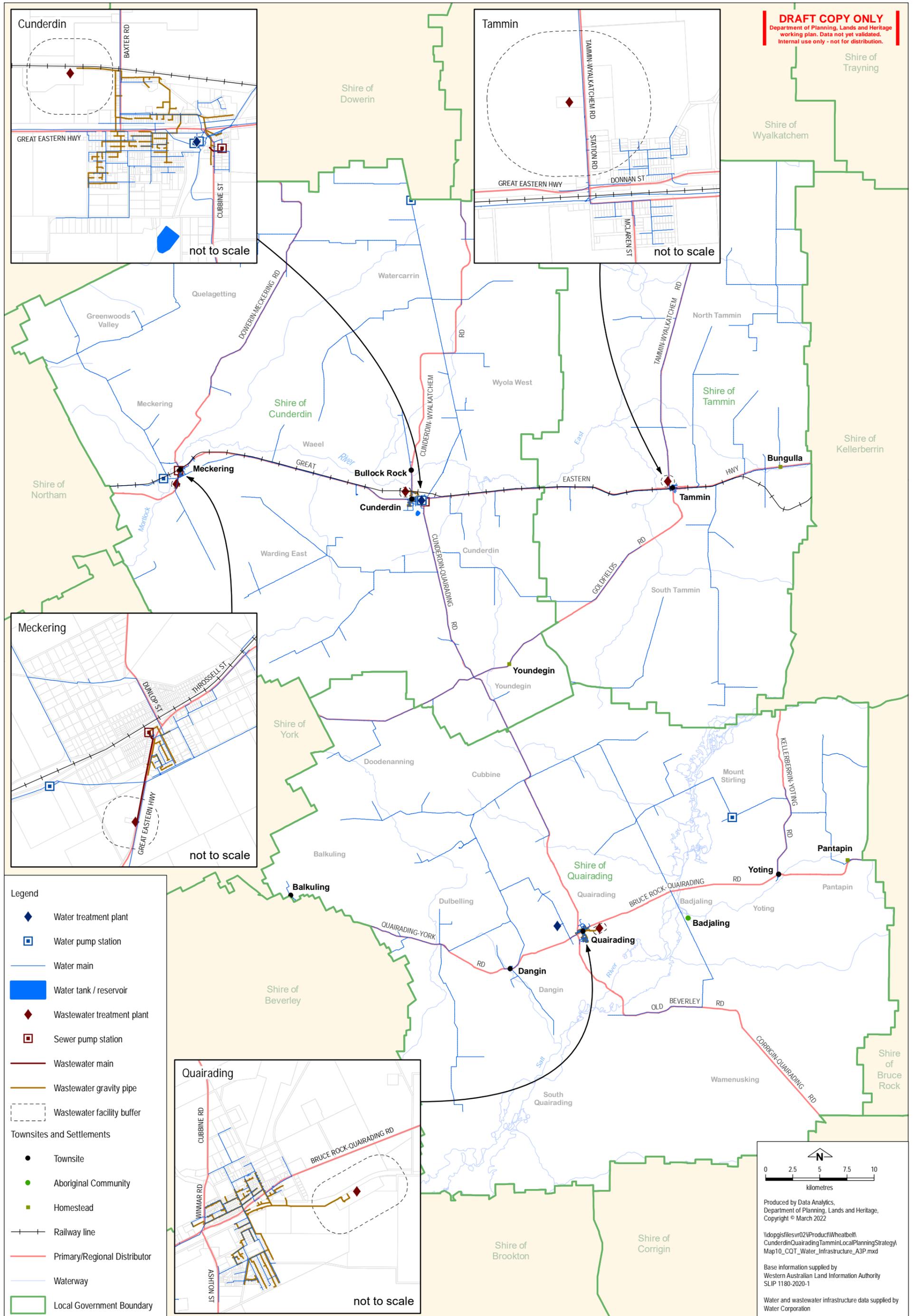
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Shires of Cunderdin, Quairading and Tammin Local Planning Strategy

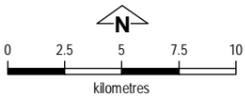


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Cunderdin, Quairading and Tammin Local Planning Strategy



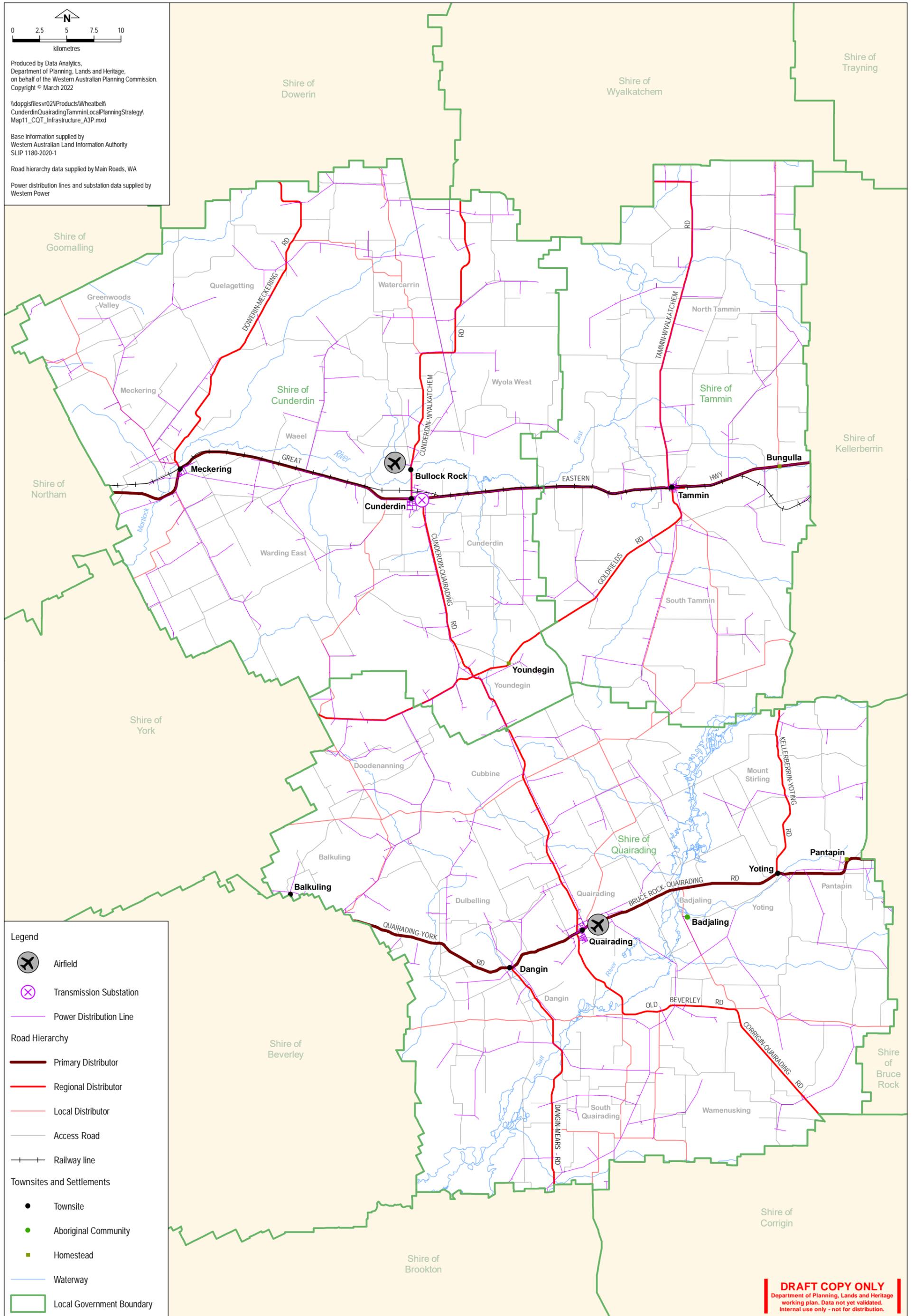
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Road hierarchy data supplied by Main Roads, WA

Power distribution lines and substation data supplied by
Western Power



Legend

- Airfield
- Transmission Substation
- Power Distribution Line

Road Hierarchy

- Primary Distributor
- Regional Distributor
- Local Distributor
- Access Road
- Railway line

Townsites and Settlements

- Townsite
- Aboriginal Community
- Homestead
- Waterway
- Local Government Boundary

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Part 2 – Background information and analysis

This information may be updated periodically and should include the following sections:

1. Introduction

1.1 Purpose of the Strategy

The main purpose of the Strategy is to guide the future development in the Strategy area of Cunderdin, Quairading and Tammin over the next 15-20 years and to provide a basis for the development of future local planning schemes.

Objectives, strategies and actions are identified for a range of key physical and environmental features in the Strategy area, as well as for the main townsites.

Within the context of the Strategy area's future planning framework, consideration is also given to the principles of sustainability and economic growth. Land use strategies are provided for the main townsites of Cunderdin, Meckering, Quairading and Tammin, together with the broader economic drivers and land use throughout the surrounding region.

1.2 Statutory Context

Regulation 11 of the *Planning and Development (Local Planning Schemes) Regulations 2015* requires local governments to prepare a local planning strategy for each local planning scheme that is approved for land within the district.

The local planning strategy must under the Regulations —

- (a) set out the long-term planning directions for the local government; and
- (b) apply any State or regional planning policy that is relevant to the strategy; and
- (c) provide the rationale for any zoning or classification of land under the local planning scheme.

The Regulations permit a local planning strategy to be prepared concurrently with the local planning scheme to which it relates.

2. Overview of the Strategy area

2.1 General

The Shires of Cunderdin, Quairading and Tammin are located in the Wheatbelt's Avon sub-region and collectively cover an area of 5,002km² with a combined estimated population of 2,878 (ABS, 2016).

The major drivers of economic activity in the Avon are transport, logistics and manufacturing, agriculture and construction. These industries collectively account for 45% of sub-regional industry value add. Health, social welfare and education are also important sectors contributing an additional 15% (Wheatbelt Development Commission (WDC), 2015).

According to the Avon sub-regional economic strategy (RPS, 2013) industries that are likely to play an important role in the future economy of the Avon are broadacre agriculture and animal husbandry; transport, logistics and mining support industries; health and aged care; retail and lifestyle; and tourism. Health, social welfare and education is the largest employment sector in this sub-region employing 19

percent of the workforce. Agriculture, transport, logistics and manufacturing; and retail are also significant employment sectors in the Strategy area (WDC, 2015).

2.2 Shire of Cunderdin

The Shire of Cunderdin has a population of 1,457 people (2016 Census) and covers an area of 1,872km². It contains the localities of Cunderdin, Meckering, Warding East, Wyola West and Youndegin. The administrative centre of the Shire is the town of Cunderdin, which is located approximately 158km east of Perth.

Historically a broadacre agricultural region, which was supported with the development of a major east-west railway line and the C.Y. O'Connor water pipeline to Kalgoorlie, over recent years the economy has diversified with the population residing primarily in the town area, and the increase in rural service, manufacturing, transport and logistics industries providing employment.

The Cunderdin Airstrip was constructed early in the Second World War as a bomber and RAAF flying school base. Following the Second World War, the school facilities were later used for a short time as a staging point for displaced persons eventually sent on to Northam and other areas. In 1948, a new Junior High School was opened and an Agricultural wing was added later – taking over the facilities previously used by the Flying School. The current Cunderdin Agricultural College provides day and boarding facilities for Year 11 and 12 students.

2.3 Shire of Quairading

Quairading is located in the central Wheatbelt of Western Australia, 167km east of Perth on the York-Quairading Road and is a farming community covering an area of 2,040km², producing cereal and grain crops, forestry, wool, sheep and cattle supported by rural service industries.

The Shire has a population of 1,019 people (2016 Census) and includes the localities of Quairading, Pantapin, Yoting, Badjaling, South Caroling, Wamenusking, Dangin, Balkuling and Doodenanning.

The town of Quairading is the administrative centre of the Shire, and is located approximately 170km east of Perth on the York-Merredin Road.

The Shire of Quairading was first recognised as an agricultural area in the early 1860's and developed as a rural centre for the wheat and sheep industry. The town of Quairading was gazetted in 1907, with rail transport infrastructure developed a year later, which facilitated further development of the local government area for farming.

2.4 Shire of Tammin

The Shire of Tammin covers an area of approximately 1,090km² and has a population of 402 people (2016 Census). The Shire contains the localities of Bungulla, Tammin and Yorkrakine. The administrative centre of the Shire is the town of Tammin, which is located approximately 184km east of Perth.

Tammin was first settled in 1893 and was gazetted in 1899. Settlement of the area for farming increased upon Tammin's connection onto the Goldfields water pipeline and the railway line to Kalgoorlie. Tammin has remained a farming area and has relied upon broadacre farming as its primary economic driver.

Tammin’s vision as a future transport and logistics hub involves the development of industries and businesses that capitalises on Tammin’s geographic advantage relative to transportation routes (Great Eastern Highway and the east-west standard gauge rail).

3. Population, housing and land supply

3.1 Population

3.1.1 Strategy Area

The Strategy area has a total population of 2,878 (2016 Census) with the majority of the population concentrated in the townsites of Cunderdin, Quairading, Tammin and Meckering.

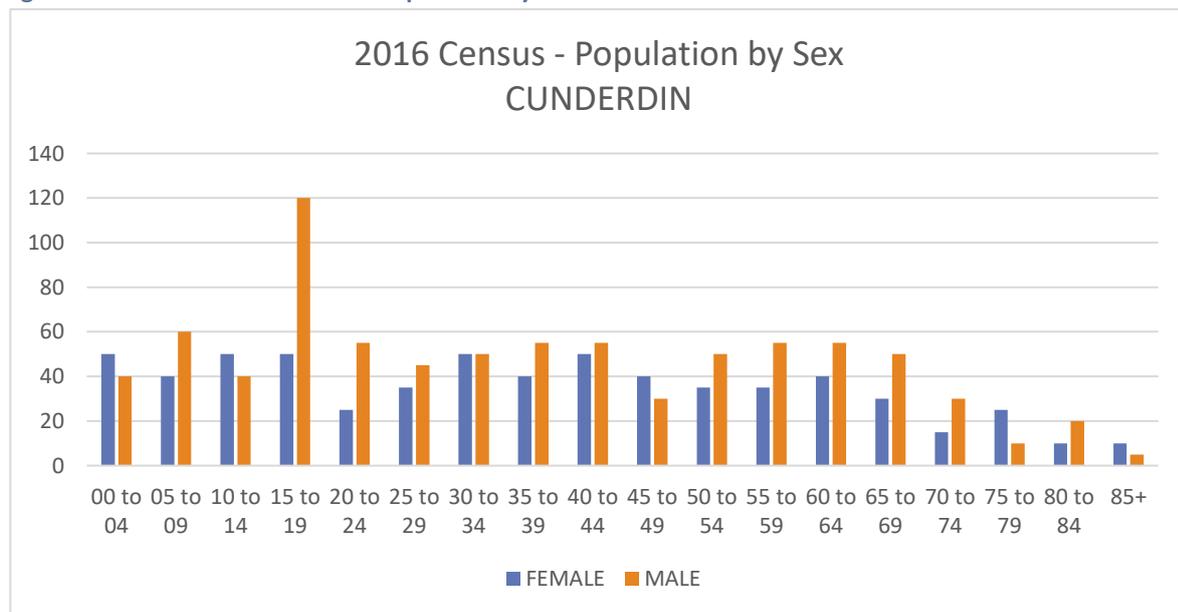
The Strategy area experienced modest population decline up until 2006. This was largely due to fewer people being involved in agriculture and broadacre farming activities (although it is still the major economic driver of the Strategy area). Since then the population has remained generally stable, with some growth experienced in Cunderdin. Despite previous populations forecasts in the WAPC’s WA Tomorrow Series indicating a declining population, the latest projections now show a stabilising population in median growth scenarios.

The number of persons aged 65 years and over is increasing, representing 18.23% of the population in the Strategy area, which is a key planning issue for the Strategy area. Notably, Quairading has the highest percentage at 25.59%.

3.1.2 Shire of Cunderdin

In the 2016 Census, there were 1,457 people in the Cunderdin (S) (Local Government Area), with 55.3% of the population being male and 44.7% female. Aboriginal and/or Torres Strait Islander people made up 1.9% of the population. The median age of people was 37 years. Children aged 0 - 14 years made up 19.3% of the population and people aged 65 years and over made up 15.4% of the population.¹

Figure 3 2016 Census - Cunderdin Population by Sex



¹ http://www.censusdata.abs.gov.au/census_services/getproduct/census/2016/quickstat/LGA52450?opendocument

From 2006 to 2011 there was an increase in the population of 61 persons and from 2011 to 2016 there was an increase of 147 persons. Table 1 depicts the population growth from 1996 to 2016.

Table 1 Cunderdin Population

Name	LGA Status	Population Census 30/06/1996	Population Census 07/08/2001	Population Census 08/08/2006	Population Census 09/08/2011	Population Census 09/08/2016
Cunderdin	Shire	1,437	1,389	1,249	1,310	1,457
Area: 1,862.45km² – Density: 0.8 inh./km² (2016) – Change: +2.15%/year (2011-2016)						

Source: <https://www.citypopulation.de/php/australia-census-admin.php?adm2id=52450>

The figures for these periods are generally consistent with the predictions in the Avon Sub-Economic Strategy (2013) of 2.9% population growth and Bands C and D of the WAPC’s WA Tomorrow Series as shown in Figure 4 below.

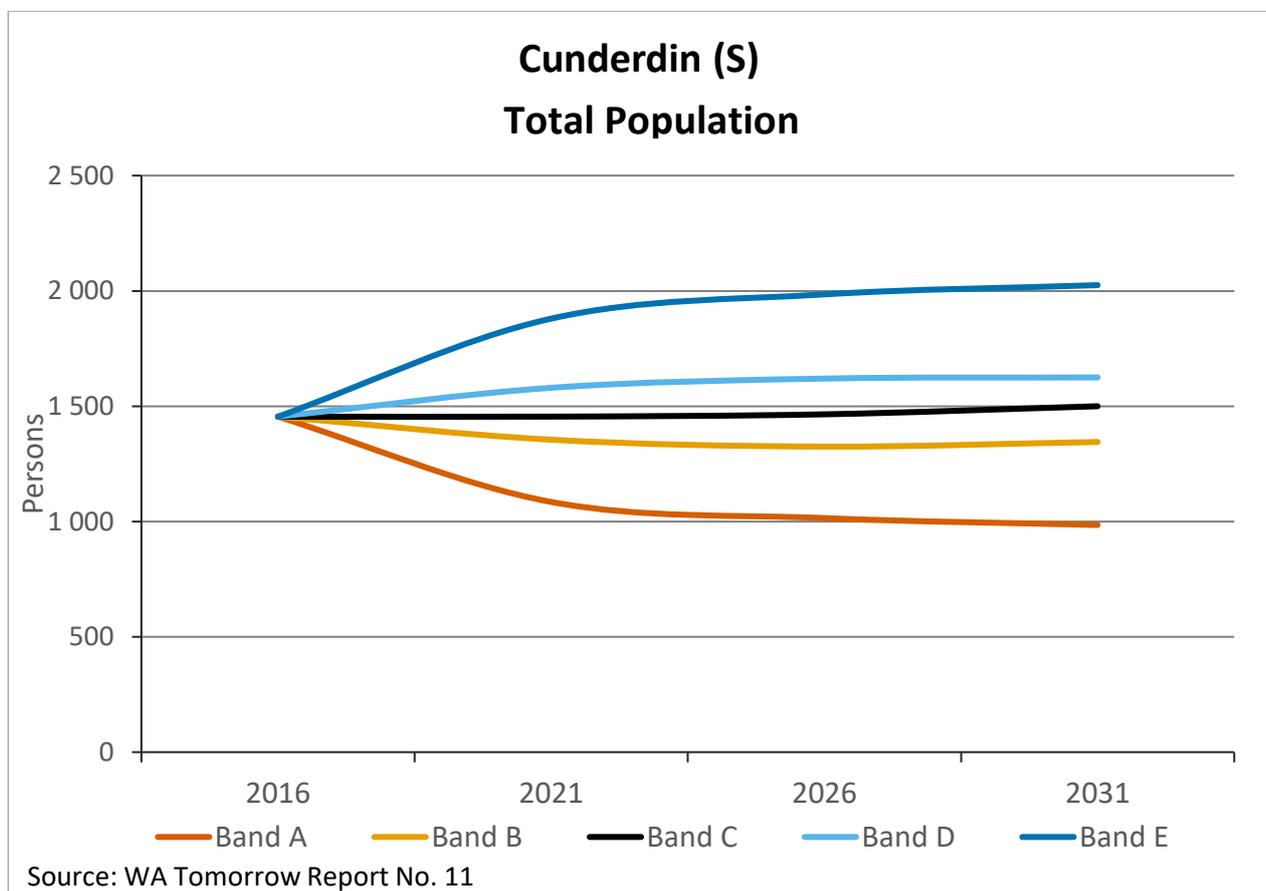


Figure 4 Cunderdin Population Projections

A comparison of population numbers between the towns of Cunderdin and Meckering, and the rural areas, indicate that the population is increasing in the townsite of Cunderdin and decreasing in Meckering and the rural areas.

Using the average annual growth rate of 2.9% (from 2011 to 2016) and that predicted in the Avon Sub-Regional Economic Strategy, the population may increase to 1,542.73 residents by 2026. Band C of the

WA Tomorrow Series (2019) predicts a population of 1,465 by 2026 and most optimistically (Band E) predicts a population of 1,985 by 2026.

3.1.3 Shire of Quairading

In the 2016 Census, there were 1,019 people in Quairading (S) (Local Government Areas). Of these 49.4% were male and 50.6% were female. Aboriginal and/or Torres Strait Islander people made up 8.1% of the population.

From 2011 to 2016 the population decreased by 24 persons (or -2.3%,) and is 2 persons less than the population in 2006, following the predicted population patterns.

Table 2 Quairading Population

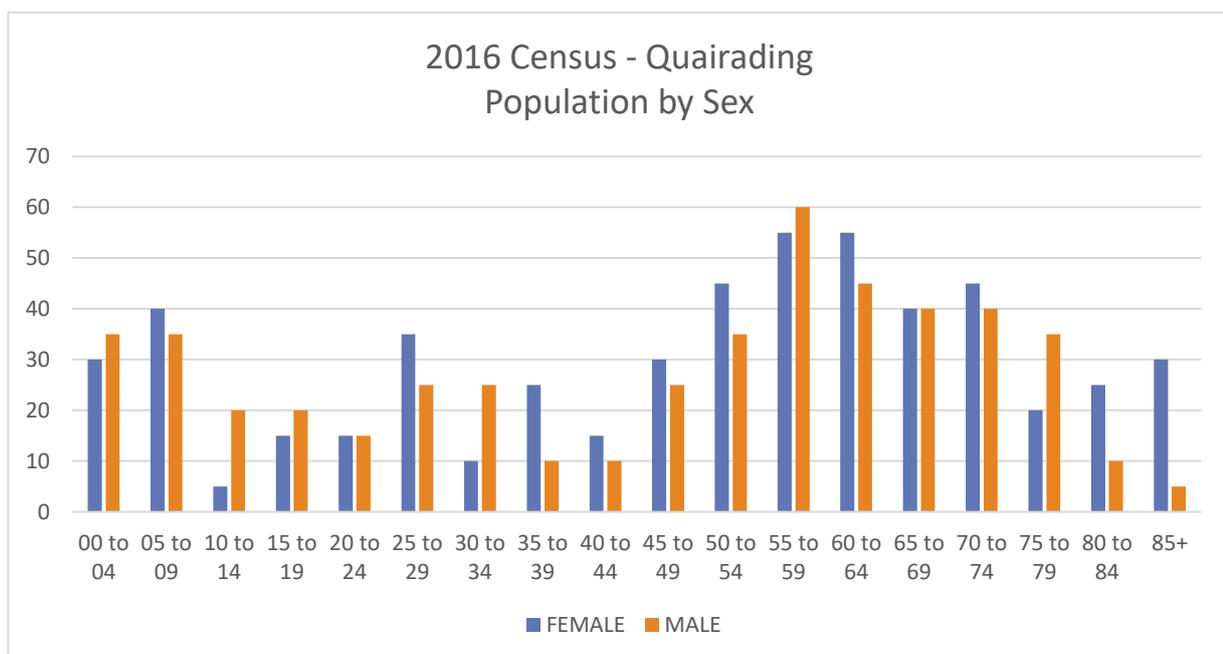
Name	LGA Status	Population Census 30/06/1996	Population Census 07/08/2001	Population Census 08/08/2006	Population Census 09/08/2011	Population Census 09/08/2016
Quairading	Shire	1,190	1,076	1,021	1,043	1,019
Area: 2,016.93km² – Density: 0.5 inh./km² (2016) – Change: -0.46%/year (2011-2016)						

Source: <https://www.citypopulation.de/php/australia-census-admin.php?adm2id=57350>

In 2016 children aged 0 - 14 years made up 16.6% of the population, while men and women aged between 55 to 59 was the largest statistical group. The median age was 52 years, compared to 45 years in 2011. People aged 65 or over currently make up 25% of the population. It is predicted that by the year 2026 the average age in the Shire will be somewhere between 65 and 69 years.

The following chart shows the age and sex distribution at the 2016 Census.

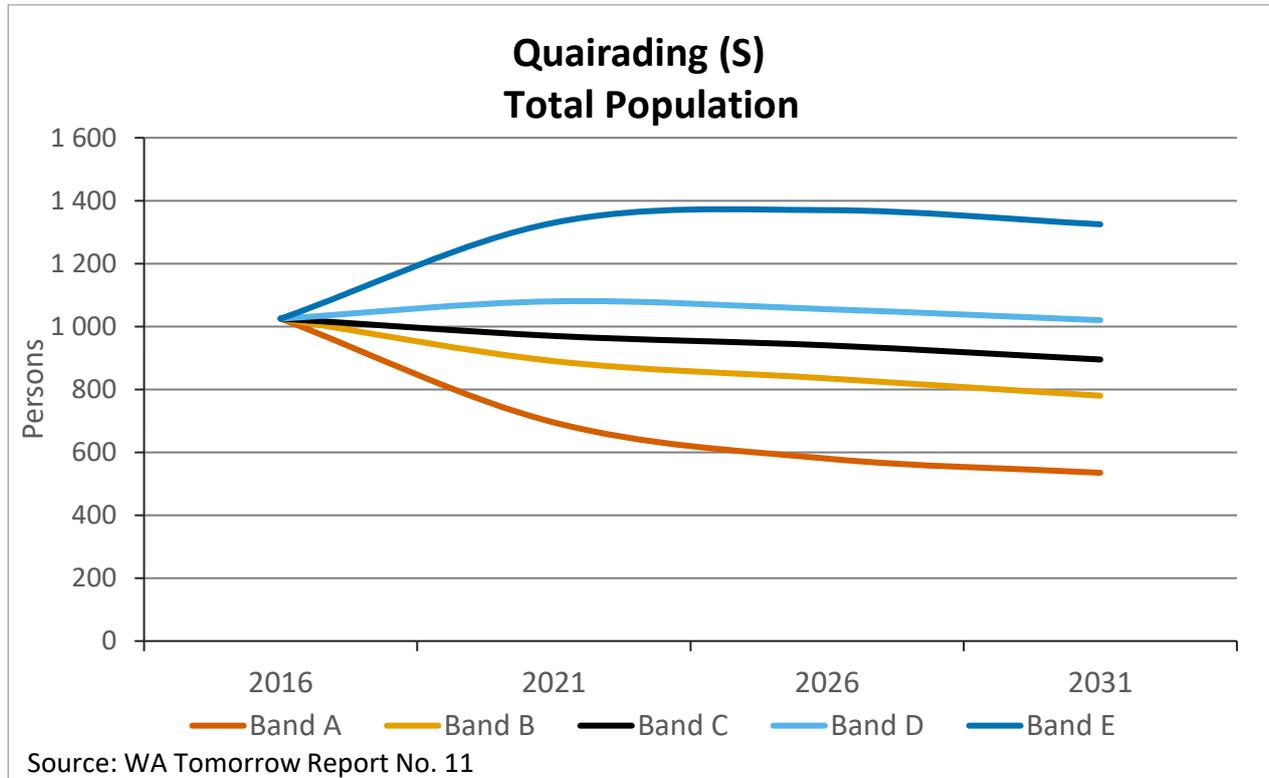
Figure 5 2016 Quairading Population by Sex



The WAPC’s WA Tomorrow Population Projections (2019) predict a modest population decline in most scenarios, with the exception of Bands D and E which show a growth rate of 0.29% and 2.94%

respectively by 2026. It is estimated, using the median growth rate scenario in Band C, that Quairading will have a population of 940 persons by 2026, which is a decline of 0.86% as depicted in the following graph.

Figure 6 Quairading Population Projections



Whilst developing the Joint Local Planning Strategy it is important that all sectors of the Shire’s demographics are considered, such as the increasing trend of an aging population.

3.1.4 Shire of Tammin

According to the 2016 Census, the Shire of Tammin (S) (Local Government Area) had a population of 402 people, including gender break down of 54% men and 46% women. Aboriginal and/or Torres Strait Islander people made up 10.1% of the population. The median age of people was 38 years. Children aged 0 - 14 years made up 23% of the population and people aged 65 years and over made up 14.8% of the population.²

Figure 7 illustrates the age distribution by sex in the Shire.

² http://www.censusdata.abs.gov.au/census_services/getproduct/census/2016/quickstat/LGA58190?opendocument

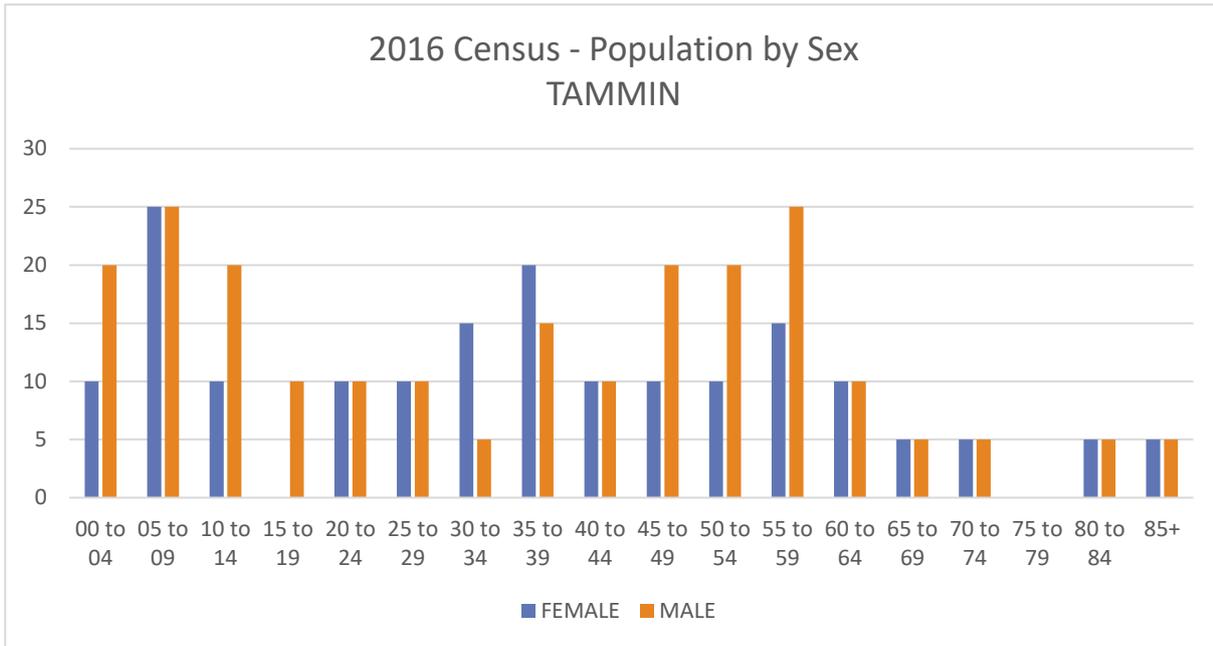


Figure 7 2016 Census - Tammin Population by Sex

From 2006 to 2011 the population increased by 13 persons, while between 2011 to 2016 there was a decrease of 2 persons. Over the period from 2011 to 2016 the population remained relatively stable. The 2016 Census indicates that 14.8% of the population is over 65 years when compared to 14.4% in 2011 and 13.0% in 2006.

The following table depicts the population changes from 1996 to 2016.

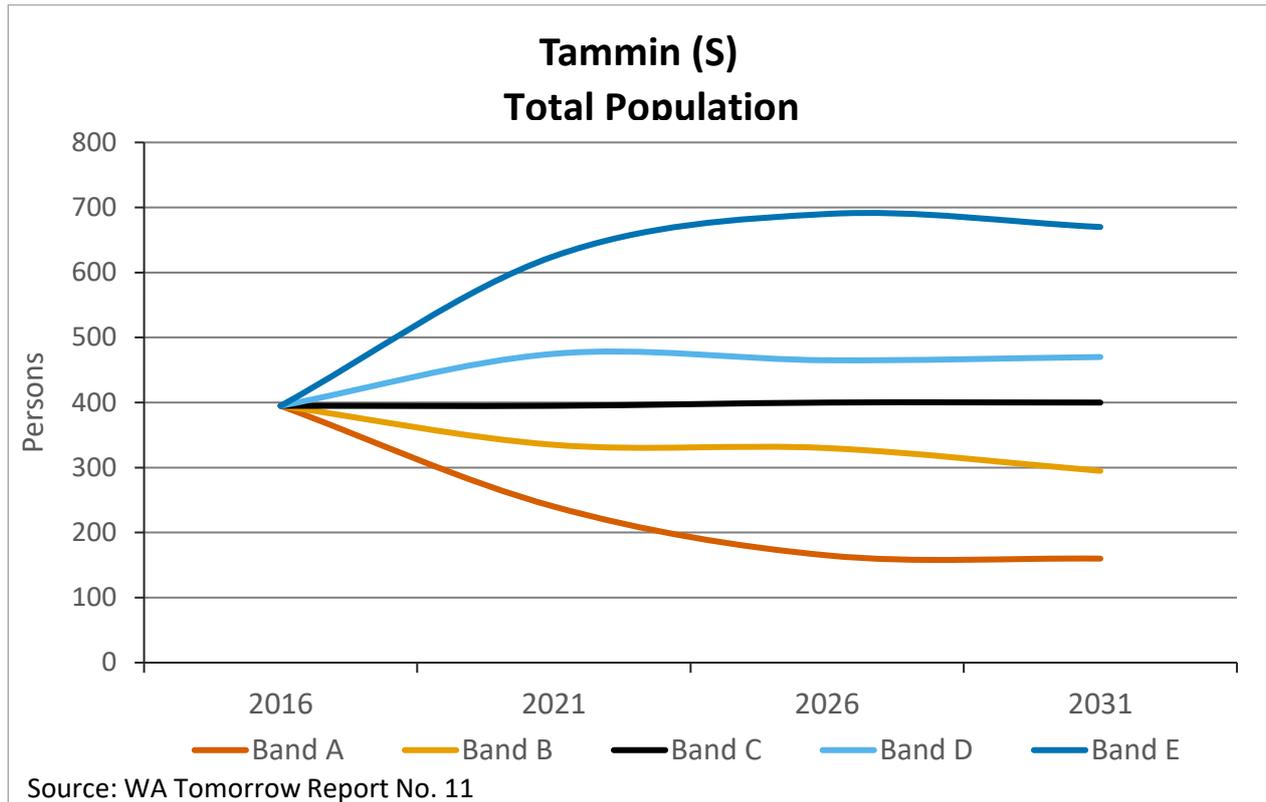
Table 3 Tammin Population

Name	LGA Status	Population Census 30/06/1996	Population Census 07/08/2001	Population Census 08/08/2006	Population Census 09/08/2011	Population Census 09/08/2016
Tammin	Shire	453	429	391	404	402
Area: 1,101.69km² – Density: 0.4 inh./km² (2016) – Change: -0.1%/year (2011-2016)						

Source: <https://www.citypopulation.de/php/australia-census-admin.php?adm2id=58190>

The figures for both periods are consistent with the predictions in the Avon Sub-Economic Strategy (2013) and the WAPC’s WA Tomorrow Series where it is predicted, in the median scenario, that the population will remain stable. As depicted in the following chart, the medium-high (D) and high (E) forecast bands show potential for some very modest population growth.

Figure 8 Tammin Population Projections



Whilst developing the Joint Local Planning Strategy it is important that all sectors of the Shire’s demographics are considered, particularly the increasing trend of an aging population.

3.2 Housing & Land Supply

3.2.1 Cunderdin

The 2016 Census indicates that the population of the townsite area of Cunderdin is 774 persons, which is an increase of 93 persons from the 2011 Census (13.6%). Using the current growth rate and an average of 2.5 persons per household, an additional 115 lots may be required to accommodate continued population growth over the 15 year planning horizon.

In the Cunderdin townsite, there is currently 373 dwellings and the current stock of Residential zoned land through infill development could create approximately 211 new lots. A large number of these lots can be serviced by reticulated sewer and water services and if recoded to a higher density will facilitate further development in the townsite. The current trend for construction of larger new dwellings (5+ bedrooms) should also be considered and provided for in any future strategies for the development of the townsite.

New residential development could be provided for in a small area on Cubbine Street on the edge of the existing townsite that is zoned Rural but contains smaller lots and needs more appropriate development controls. If this area was rezoned to Residential and Rural Residential, another 45 lots could be created (fully developed).

It is unlikely that there will be a need for new greenfield areas to cater for the anticipated population increase within the next 10 to 15 years.

The Shire has an aging population and to cater for these needs a new primary health care centre is currently under construction in Cunderdin. Adjacent to the centre, independent living units are being constructed to provide residents aged appropriate accommodation to age in place. Additional units are planned in the future as part of the Wheatbelt Integrated Aged Care Plan.

3.2.2 Meckering

The 2016 Census indicates that the population of the townsite area of Meckering is 236 persons, which is a decrease of 29 persons from the 2011 Census (-10.94%). Meckering has 114 dwellings, with an average of 2.7 persons per dwelling. The current stock of Residential zoned land through infill development could create approximately 222 new lots.

Although the population of Meckering has been decreasing over the past few years, development activity and sales have been steady. A review of the zoning and coding of land in the townsite area is needed to correct anomalies and to provide more appropriate development controls, which may result in the creation of additional residential lots suitable for development that will cater for population increases, acknowledging the town's proximity to Northam, Midland and Perth.

There are a number of development constraints in Meckering, including lack of infrastructure and environmental constraints, such as flooding and bushfire. These constraints affect the viability of development, particularly in some of the Rural Residential areas that need to be carefully assessed to ensure that any development that occurs does not adversely impact the environment or locality.

3.2.3 Quairading

In the 2016 Census, there were 610 people in the Quairading townsite, representing a decrease of 2.3% (24 persons) from the 2011 Census. There is currently 326 dwellings in the townsite, while there is potential to increase this by creating approximately 218 new lots through infill development of land already zoned Residential. Many of these lots are able to be serviced by reticulated sewer and water, supporting higher densities and facilitating further development in the townsite.

Although current trends predict little population growth for Quairading, the Shire is actively pursuing new business and consequently new residents. Therefore, it is desirable to review the zoning and coding in the townsite to maximise the use of the existing infrastructure and density within close proximity to existing services.

The Shire has one of the highest percentages of persons over 65 years in the Wheatbelt. To cater for the housing needs of this demographic independent living units are proposed adjacent to the hospital as part of the Wheatbelt Integrated Aged Care Plan. Land use permissibility and coding of Residential zoned land in the townsite should be flexible to cater for units and other medium density housing types people aging in place.

3.2.4 Tammin

In the 2016 Census, there were 202 people in the Tammin townsite, which was an increase of 40 persons (24%) from the 2011 Census.

Notwithstanding previous significant growth, the Shire's population is predicted to remain relatively steady through to 2031. As such, the current 116 dwellings in the Tammin townsite is likely sufficient to cater for the populations ongoing needs. However, should further growth be experienced, the current

stock of Residential zoned land could create approximately 198 new lots through infill development. The provision of additional reticulated sewer and water services would need to occur to provide higher densities, given there is currently no reticulated sewerage system in Tammin.

Tammin's location on the Great Eastern Highway, access to rail and the affordable cost of land is making it attractive to persons seeking a rural lifestyle. Further investigation and development of workforce accommodation options is required, particularly given the high itinerate workforce associated with the secondary agricultural processing sector. There may be options associated with future expansions of Tamma Village and caravan park.

The new local planning scheme should be flexible to encourage development of residential and rural enterprise/lifestyle/equine lots that can be suitably serviced.

4. Economy and employment

4.1 Existing and future retail and commercial centres by type and function

4.1.1 Cunderdin Town Centre

The Cunderdin Town Centre is currently anchored by a supermarket and hardware store operated by the Cunderdin Co-Operative. There are several agricultural and rural based retail shops located in the centre together with a hotel, newsagency and pharmacy. Rural service industries are located at both entries to town on Great Eastern Highway .

The primary economic driver for the town continues to be agriculture, which can be seen by the retail and service industry located in and around the town centre.

It is not expected that the town centre will require expansion over the period of this Strategy. However, review of the 'Mixed Business' zone to determine the most appropriate zone and land use permissibility should occur.

4.1.2 Quairading Town Centre

Similar to the Cunderdin Townsite, the Quairading Townsite contains a supermarket, hardware store, hotel, post office and a number of agricultural/rural based retail and service businesses.

The main economic driver for the Townsite continues to be agriculture and it is expected that businesses serving the everyday needs of the community and rural/agricultural pursuits will occupy the town centre and peripheral areas.

There are several vacant shops in the town centre and, considering there is likely to be little population growth, it is not anticipated that additional commercial land will be required over the period of this Strategy. Notwithstanding, this situation should be monitored to ensure a timely response is provided should the needs of the Townsite change.

4.1.3 Meckering Town Centre

The Meckering Town Centre is a small area that meets the everyday needs of the community and travellers, containing a general store/post office, café, accessible toilet and service station.

The population of Meckering is not expected to grow significantly over the life of the Strategy, and therefore it is not anticipated that the commercial needs of the area will require expansion.

4.1.4 Tammin Town Centre

The Tammin Town Centre is divided by the railway and highway with the Shire Office and bank on opposite sides. A large roadhouse supplying fuel and food is located north of the town centre, which caters for travellers, truck drivers and the everyday needs of the community.

There are a few empty shops in the town centre indicating that the demand for commercial property is low and, when considering a predicted limited population growth scenario, it is unlikely additional land will be required for commercial purposes during the life of this Strategy. However, this situation should be monitored to ensure a timely response is provided should the needs of the Townsite change.

4.2 Existing and future industrial and business locations

4.2.1 Cunderdin

It is important for the growth of the town to provide opportunities for employment. Stage 1 of the Cunderdin light industrial area is fully developed with the timing of Stage 2 linked to demand. The Cunderdin CBH Grain Receiving Depot has expanded over recent years with the addition of new open bulkheads and associated facilities. The adjacent area to the east would provide a logical area for the expansion of light industrial activities to cater for growth in secondary industries, such as transport, manufacturing and logistics businesses.

Light industrial activities are also located on West Main Street and Baxter Road with many lots being zoned 'Mixed Business'. Subject to consultation with landowners, this land may benefit from being more suitably zoned 'Light Industry' or 'Service Commercial'. Further expansion of the precinct could be possible to the west of this area as an 'Industrial Development' zone to provide additional employment opportunities for the increase in population.

4.2.2 Meckering

To ensure that there are sufficient employment opportunities in the town, the areas zoned 'Commercial' and 'Mixed Business' should be monitored to ensure zone and associated provisions are suitable and to determine if there is a need for any additional 'Light Industry' zoned land, particularly considering the strategic location of the town on the Great Eastern Highway. The areas zoned Rural Townsite shall provide land use flexibility to support the continuation of existing uses, while also allowing for the consideration of new uses consistent with the surrounding land use context and typically found in a small country town.

4.2.3 Quairading

The old saleyards located on the corner of the Quairading-York and Winmar Roads is zoned for industrial purposes and has the potential to provide an additional 10 industrial lots in the Townsite with highway access adjacent to the CBH grain receiving depot, which has been expanding over recent years with the addition of new open bulkheads and associated facilities.

Additional land zoned for rural industry purposes originally identified for the AusPlow development is located on the outskirts of the townsite, which could accommodate large-scale rural industry if electricity constraints are resolved.

Strong drivers exist to support transport, logistics and light industry investment and activity in the Avon sub-region, with spatial analysis identifying a “ring” of industrial opportunities comprising Northam, York, Quairading, Cunderdin, Dowerin and Goomalling. Quairading’s position as part of this “ring” provides it with the opportunity to further develop its transport and logistics sector, and to work in coordination with the other regions connected in the “ring”.³

Quairading’s large industrial zone landholdings (9% of the Avon’s total) provide opportune conditions for the development of the transport and industry sectors within the LGA. Recent interest in agricultural equipment manufacturing has been focused in Quairading.

4.2.4 Tammin

The Shire of Tammin has constructed a new works depot in an area that could accommodate additional depot and industrial uses should there be demand. Rural land with highway frontage may also be suitable for rezoning for industrial purposes, if required. The suitability of small scale light industrial development, where impacts are retained within lot boundaries, may also be considered on lots south of Barrack Road.

There is no immediate demand for industrial land in the Shire and therefore the Strategy recommends the situation to be monitored and that the Scheme is made sufficiently flexible to cater for beneficial proposals. Land with frontage to the Great Eastern Highway or adjacent to the Shire depot may be suitable.

4.3 Commerce and Industry

4.3.1 Shire of Cunderdin

Broadacre agriculture is the Shire of Cunderdin’s primary economic contributor, accounting for 58% of businesses and some 185,084 ha of land generating approximately \$49.5 million in agricultural production value per annum. When considered on a per hectare basis, Cunderdin generates slightly more production value (\$267/ha) than the sub-regional average (\$254/ha), which can be attributed to variations crop types and yield volumes.⁴

Manufacturing, transport and logistics, along with retail, are secondary industries in Cunderdin, with each accounting for 5.3% of local businesses. The previous Strategy identified the availability of 325,804m² zoned industrial land in Cunderdin, which was developed to address the continuing demand for light industrial lots in the town.

In 2016, the median weekly household income for Cunderdin was \$1,288 with an unemployment rate of 5.5%. Of the employed people in Cunderdin, 10.3% worked in grain growing, with a further 7.8%

³ WDC, Avon Sub-Regional Economic Strategy

⁴ Source: WDC, Avon Sub-Regional Economic Strategy, 2013

working in grain-sheep or grain-beef cattle farming. Other major industries of employment included secondary education (10.1%), local government administration (4.4%) and hospitals (4.3%).⁵

Broadacre agriculture represents the most distributed economic opportunity in the Avon and is likely to remain the foundation industry of the sub-region in the medium and long-term. Opportunity exists to develop its role in the sub-region as a primary industrial node by capitalising on its strong transport links (road rail and air), existing grain storage and logistics infrastructure and industries, large supply of industrial zoned land and proposed new residential subdivisions. This will assist in providing further industrial land choice, workforce attraction and retention and offering localised agricultural production transport and logistics services.

4.3.2 Shire of Quairading

At the time of the 2016 census Quairading had 395 persons employed and an unemployment rate of 6.3%, a slight decrease from 6.5% in 2011.⁶ Of those people employed, 29% worked in sheep, beef cattle and grain farming. Other major industries of employment included local government administration 7.1%, secondary education 6.5% and sheep farming 6.2%. In Quairading, 26.1% of people were attending an educational institution. Of these, 28.3% were in primary school, 9.4% in secondary school and 6.0% in a tertiary or technical institution.⁷

The local economy of the Shire of Quairading has retained its reliance on agriculture as its primary economic driver, with much of the light industrial activity based on supporting the agricultural industry.

The Shire and community is also looking towards development of Quairading as a centre for health and aged care services, which will support the movement of the Shire's aging population from rural farming properties into serviced retiree accommodation. Quairading has also been popular with self-funded retirees from other areas seeking a country lifestyle.

Visions for the future of Quairading include further development of agricultural service industries, development of additional employment areas, construction of high quality and regionally significant health and aged care services to build on its current attractiveness for the aging community, and to retain families in the Shire by providing employment and business opportunities.

4.3.3 Shire of Tammin

It is envisaged that Tammin will continue to serve a primary agricultural production role given its relative distance from Perth. There are opportunities to lever continued R&D investments to diversify crops to help improve the sustainability of agricultural production in the Shire.

Manufacturing, Transport and Logistics, along with Retail, are secondary industries in Tammin, with each accounting for 4.5% of local businesses and it will be important to monitor the need for commercial and industrial land to ensure that suitable land is identified if required in the future.

⁵ Source:

https://quickstats.censusdata.abs.gov.au/census_services/getproduct/census/2016/quickstat/LGA52450?opendocument

⁶https://quickstats.censusdata.abs.gov.au/census_services/getproduct/census/2011/quickstat/LGA57350?opendocument

⁷https://quickstats.censusdata.abs.gov.au/census_services/getproduct/census/2016/quickstat/LGA57350?opendocument

4.3.4 Future Opportunities

4.3.4.1 Aging & Health Care Services

The Strategy area has an older population, with an estimated 22% of the residential population in 2019 aged 65+, which is above the State average of 15%. Cunderdin and Tammin each have 18.2% and 16.2% respectively, significantly Quairading is well above the State average at 27.7%.

A new primary health care centre precinct is currently under construction in Cunderdin by Western Australian Country Health Service, which will be complemented by Aged Appropriate Accommodation units recently constructed by the Shire. Similar units will be constructed in Quairading adjacent to the hospital.

4.3.4.2 Cunderdin Airfield

Recent private interest in the Cunderdin airfield suggests an opportunity to develop this facility as a major economic driver in the Strategy area, which may result in businesses being established to support activity at the airport justifying further planning and development of light industry and residential land.

4.3.4.3 Transport & Logistics

Tammin has potential to further develop transport and logistics due to its geographic location on the Great Eastern Highway, access to freight railway lines and the 'Prospector' passenger railway line. These transport advantages may assist Tammin to attract small to medium industry to the area. The abattoir located in the Shire of Tammin has recently expanded its operations and operates with a local and international (457 visa) workforce. There is also recent private interest in grain export investment. Such ventures (e.g. feedlot, abattoir, grain export) support growth in the secondary agricultural processing sector in Tammin.⁸

4.4 Employment⁹

Agriculture remains the main employer in the Strategy area with 28.36% of those persons working at the time of the 2016 Census employed in the industry. Local government and education sectors are also significant employers in the Strategy area.

Unemployment in the Strategy area at the time of the last Census (2016) is 5.6%, which is significantly less than the State rate of 7.8% and national rate of 6.9%.

4.4.1 Shire of Cunderdin

There were 658 people who reported being in the labour force in the week before Census night (2016) in the Cunderdin Local Government Area. Of these 61.2% were employed full time, 26.4% were employed part-time and 5.5% were unemployed.

The most common occupations included Managers 27.4%, Technicians and Trades Workers 14.1%, Labourers 12.2%, Professionals 10.8%, and Clerical and Administrative Workers 10.0%.

⁸ Source: WDC, Avon Sub-Regional Economic Strategy, 2013

⁹ Source: ABS Quick Stats 2016,

http://www.censusdata.abs.gov.au/census_services/getproduct/census/2016/quickstat/LGA52450?opendocument, Accessed 7/12/17.

Of the employed people in Cunderdin, 10.3% worked in Other Grain Growing. Other major industries of employment included Secondary Education 10.1%, Grain-Sheep or Grain-Beef Cattle Farming 7.8%, Local Government Administration 4.4% and Hospitals (except Psychiatric Hospitals) 4.3%.

4.4.2 Shire of Quairading

There were 395 people who reported being in the labour force in the week before Census night (2016) in the Quairading Local Government Area. Of these 54.4% were employed full time, 29.1% were employed part-time and 6.3% were unemployed.

The most common occupations included Managers 33.4%, Labourers 15.0%, Technicians and Trades Workers 10.0%, Community and Personal Service Workers 9.7%, and Professionals 9.5%.

Of the employed people in Quairading, 18.2% worked in Grain-Sheep or Grain-Beef Cattle Farming. Other major industries of employment included Other Grain Growing 10.8%, Local Government Administration 7.1%, Secondary Education 6.5% and Sheep Farming (Specialised) 6.2%.

4.4.3 Shire of Tammin

There were 172 people who reported being in the labour force in the week before Census night (2016) in the Tammin Local Government Area. Of these 63.4% were employed full time, 27.3% were employed part-time and 5.2% were unemployed.

The most common occupations included Managers 31.8%, Labourers 21.8%, Clerical and Administrative Workers 10.1%, Machinery Operators and Drivers 10.1%, and Technicians and Trades Workers 7.8%.

Of the employed people in Tammin, 18.5% worked in Grain-Sheep or Grain-Beef Cattle Farming. Other major industries of employment included Other Grain Growing 18.5%, Local Government Administration 9.2%, Primary Education 9.2% and Nursery Production (Outdoors) 3.8%.

5. Rural land use, subdivision and development

5.1 Agriculture and Rural Land Use

5.1.1 Shire of Cunderdin

Broadacre agriculture is Cunderdin's primary economic contributor, accounting for 58% of businesses and some 185,084 ha of land (representing 11% of the Avon total area of agricultural holdings). The Shire of Cunderdin generates approximately \$49.5 Million in agricultural production value per annum (approximately 11% of the sub-region total). When considered on a per hectare basis, Cunderdin generates slightly more production value (\$267/ha) than the sub-regional average (\$254/ha), which can be attributed to variations in crop types and yield volumes.

Broadacre agriculture represents the most distributed economic opportunity in the Avon and is likely to remain the foundation industry of the sub-region in the medium and long-term. For Cunderdin, agricultural production will continue to be a primary economic driver for the Shire, due to its distance

from Perth, large agricultural land holdings, above average yields per hectare and extensive network of local supporting industries and infrastructure.¹⁰

5.1.2 Shire of Quairading

Broadacre agriculture is Quairading's primary economic contributor, accounting for 70% of businesses and some 189,393 ha of land (11% of the Avon's total area of agricultural land holdings). Quairading generates approximately \$47M in agricultural production value per annum (approximately 11% of the Sub-region's total). When considered on a per hectare basis, Quairading generates slightly less production value (\$248/ha) than the Sub-regional average (\$254/ha), owing to variations in crop types and yield volumes. The economic importance of agriculture in Quairading is also underlined by an employment self-sufficiency rate of 90% (in 2006).

Broadacre agriculture represents the most distributed economic opportunity in the Avon and is likely to remain the foundation industry of the sub-region in the medium and long-term. This is the case for Quairading, which will continue to serve a primary agricultural production role given its relative distance from Perth, local support infrastructure and large area of productive agricultural land holdings. Opportunities to leverage Quairading's broadacre agriculture include continued R&D investments to improve sustainability of agricultural production in the Shire.¹¹

5.1.3 Shire of Tammin

Broadacre agriculture is Tammin's primary economic contributor, accounting for 73% of businesses and some 109,799 ha of land (representing 6% of the Avon total area of agricultural holdings). Tammin generates approximately \$26.8M in agricultural production value per annum (approximately 6% of the sub-region total). When considered on a per hectare basis, Tammin generates slightly less production value (\$244/ha) than the sub-regional average (\$254/ha), owing to variations in crop types and yield volumes. The economic importance of agriculture in Tammin is also underlined by an employment self-sufficiency rate of 111% (in 2006).

Broadacre agriculture represents the most distributed economic opportunity in the Avon and is likely to remain the foundation industry of the sub-region in the medium and long-term. This is the case for Tammin, which will continue to serve a primary agricultural production role given its relative distance from Perth (compared to other Avon LGAs that draw advantage from closer proximity to Perth). Opportunities to lever continued R&D investments to diversify crops mix need to be investigated to help improve the sustainability of agricultural production in the Shire.¹²

5.2 Other Rural Considerations & Uses

5.2.1 Native Title

The *Native Title Act 1993* provides for the recognition and protection of Aboriginal and Torres Strait Islander people's native title rights and interests. Native title is a relevant consideration when planning

¹⁰ Source: WDC, Avon Sub-Regional Economic Strategy, 2013

¹¹ Source: WDC, Avon Sub-Regional Economic Strategy, 2013

¹² Source: WDC, Avon Sub-Regional Economic Strategy, 2013

for urban growth and development in the Strategy area, as land in and around towns that may be identified as appropriate for certain development options may be subject to native title claim.

The South West Native Title Settlement, which commenced on 25 February 2021, will establish the Noongar Land Estate through the transfer of a maximum of 320,000 hectares of Crown Land for cultural and economic development, comprising 300,000 ha as 6 reserves and 20,000 ha as freehold title. This will result in the Noongar people being major landowners in the Wheatbelt, and it is therefore likely that there will be an increase in interaction of Noongar people with the land-use planning system.¹³

5.2.2 Tourism – General

Diversification of traditional farming activities is encouraged by the Shires and in the local planning schemes. Tourism is considered an acceptable use and beneficial to the local community and may include accommodation and sale of produce.

5.2.3 Tree Farming – Quairading

A number of large-scale planning proposals to establish commercial Sandalwood tree farms have been considered by the Shire of Quairading.

5.2.4 Renewable Energy – Solar Farm Cunderdin

A 100MW solar farm has recently been approved on land zoned General Agriculture in the Shire of Cunderdin. The proponent demonstrated the benefits to the community and is now undertaking detailed design work pursuant to the development approval.

6. Heritage

6.1 Shire of Cunderdin

The Shire of Cunderdin's Heritage Strategy (2017) provides a historical overview of the Shire as follows:

“The first European through the area was Charles Hunt, an explorer in search of pastoral lands east of Perth. He arrived in Cunderdin – a town he named in 1864 and the following year returned to establish the track which became known as ‘The Old Goldfields Road’. He was followed by sandalwood cutters and itinerant shepherds.

In 1865 a police outpost was established at Youndegin, the earliest settlement in the area, 19kms south of Cunderdin. In 1880, Constable Alfred Eaton serving police officer at the time, built the Youndegin Arms to cater for the passing trade from an influx of miners through the area on their way to the goldfields.

Settlement in Cunderdin started to progress following the building of the railway in 1884. It was at this time Constable Eaton left the force, took up land and became the first farmer within the Cunderdin district. The settlement of nearby Meckering was made in 1887 and but due to a lack of constant rain and surface water, it was not until 1889 that the surrounding land was declared an agricultural area.

¹³ Source: WAPC, Wheatbelt Regional Planning & Infrastructure Framework, 2015

The rail link to Kalgoorlie reached Meckering in 1892 and within six years the town was home to a railway station, three stores, a blacksmith, a hotel, a town hall, school, banks and a post office. The office for local government administering the area as far east as Merredin was also located in Meckering.

By 1901 the construction of the Goldfields Water Supply made available a supply of water for local residents, attracting more people to the area and by 1902 there was a small general store, a restaurant, hotel (also a receiving house for mail) and a school in Cunderdin.

In 1903 when the pipeline to Kalgoorlie was completed, the No 3 Pumping Station in Cunderdin was opened. This was one of a total of eight Pumping Stations responsible for sending water along the pipeline to the goldfields.

Rail service and an assured water supply ensured that the next three decades were periods of rapid development with farms expanding in every direction.

By 1906 there were 22 farms in the district and Cunderdin was officially declared a townsite.

During the 1920s a hospital with resident doctor was established in Cunderdin to cater for surrounding areas and in 1920 the office for local government formerly located in Meckering, moved to Cunderdin.

In 1945 the people of Cunderdin bought the local hotel making it the first community-owned hotel in Western Australia.

In 1950 the Road Board resumed farmland bordering the townsite of Cunderdin to develop a Greater Sportsground and Sporting Complex. Construction of Memorial Swimming Pool, the first rural swimming pool, followed in the mid-1950s.

The impact of WA's most significant earthquake in 1968 resulted in the destruction of Cunderdin's Community Hotel and the rebuilding of the town of Meckering.

Cunderdin airstrip was constructed early in the Second World War as an elementary training school for the Empire Air Training Scheme (EATS) and Royal Australian Airforce (RAAF) pilots. The facility comprised a large airfield, hangars, technical huts and a main base camp.

Following the war, the base camp was used as a migrant camp for displaced persons sent on to Northam and other areas. Ownership of some of the buildings subsequently passed from Commonwealth into private hands, including the Gliding Club of WA, which purchased the Building 109 and moved to the Cunderdin Airfield in 1959.

In 1992 the remaining land at the airfield was transferred to the Shire of Cunderdin under a special agreement with the Commonwealth."

There are four places in the Shire are on the Heritage Council of Western Australia's State Register of Heritage Places. They are:

- P04570 Cunderdin Airfield, 82 Aerodrome Rd, Cunderdin
- P00649 No 3 Pumping Station, Forrest St, Cunderdin
- P00647 Cunderdin Railway Water Tower, Lot 2 Forrest St, Cunderdin
- P00654 Cunderdin Hall, Main St, Cunderdin

The Municipal Heritage Inventory (MHI) contains 11 places and sites of heritage value recognised by the communities in the Cunderdin Shire and was adopted in 1996. The MHI is earmarked for review and should include Indigenous heritage. It will be used as the basis to form a Heritage List for inclusion in the new local planning scheme to provide the most significant places with statutory protection. The MHI, now referred to as a Local Heritage Survey, will then become a valuable community resource for anyone interested in the built heritage of the Shire.

6.2 Shire of Quairading

The Shire of Quairading's Heritage Strategy (2017) provides a historical overview of the Shire as follows:

Pre 1900 – The first European settlement of the area began in the Avon Valley with the declaration of towns of Beverley and York in 1831. The first European settler in the area is believed to be Stephen Parker who selected land at Dangin Springs (east of the town of York) in 1836 to graze sheep.

This land was subsequently farmed by his son, Edward Parker in 1859 and was later expanded by Edward's son, Jonah Parker. From 1859 – 1863 Edward Parker progressively took up land and developed properties east of York towards Dangin and by 1863 had established a track from York to Dangin.

In the early 1860s the government introduced the Pastoral Leasehold scheme which spurred the lease of sizeable acreage for pastoral use and encouraged settlement beyond the Avon Valley. This was later followed by the introduction of the Homestead Act in 1893 which enabled settlers to take up a free, conditional, homestead block and the Conditional Purchase scheme of 1898 which encouraged farmers to take up small holdings on the condition that they would clear, fence and improve the property they had acquired.

Pastoral sheep grazing was the initial industry in the area but as more land was cleared and wheat crops sown, agriculture became a mutually beneficial industry. Cutting sandalwood was a viable sideline to pastoralism and in 1880, a boom in sandalwood prices encouraged more people into the industry. The usual procedure was to make two trips a year to Guildford or Perth depots, with sandalwood and wool, and backload with essential stores and goods.

Jonah Parker eventually acquired 16,000 acres on conditional purchase, making Dangin Parker Estate one of the largest farming properties in Western Australia at the time. In addition to experimenting with wool, mutton, pigs and sandalwood production, Jonah Parker pioneered the production of eucalyptus oil in 1882 and in 1892 started distilling eucalyptus oil at the Dangin Estate.

1900 – 1940: By 1901, Parker was still the only settler in the Dangin area and Jonah Parker decided to subdivide his property, allotting a portion of his estate as a townsite. Dangin became a private townsite, fenced within Parker's estate. The town of Dangin was gazetted in 1902. Restricted access to the town of Dangin and Parker's declaration of the town as an alcohol-free zone created some problems for residents and may have contributed to the success of the latter established town of Quairading.

During this period, the government was also prompted to open up vast new tracts of land, for settlement by people who were drawn to the Western Australian goldfields. Charles Hines, a government land guide and experienced bushman, was responsible for introducing many new settlers to the Dangin – Quairading area, advising them on land selection and helping with preliminary clearing, building and the establishment of a water supply.

From 1904 a number of settlers arrived and selected land in the districts of Dangin, South Caroling, Doodenanning, Pantapin and Quairading. Progress associations were established in most settlement districts, to exchange knowledge and pool expertise for a better deal for farmers. These associations assisted in the establishment of schools, mail services, infrastructure and facilities in their areas.

The town of Quairading came into existence around 1905 when Jim Caldwell opened a store in the bush between the district's northern and southern settlers. Caldwell's small bush enterprise became the centre of the Quairading townsite, which was gazetted in August 1907. By 1909, the town had a hotel, general store, blacksmith, baker, carpenter and two banks. The small community at Dangin was eventually disbanded in favour of one central settlement at Quairading.

In 1908, the railway from York to Greenhills was extended through to Quairading. The railway link to Quairading made markets more accessible and operations more commercially viable for settlers. The wheat crop now only had to be transported as far as the closest siding and contractors found employment in carting and handling wheat. In 1932, two grain elevators, each fitted with an engine, were installed at the railway siding in the town of Quairading.

From 1910, the decline of the gold rushes freed manpower to develop the land and the idea of farming enticed prospective settlers to the area. With the return of men from World War One, the clearing of agricultural land proceeded at a solid pace.

During the depression years the Soldier Settlers with land acquired by the Repatriation Department, faced hard times. A lack of farming experience and capital meant they were among many settlers forced to abandon the land. The years of the Great Depression were also difficult for businesses. Many farmers bartered in exchange for goods and services. The Roads Board provided some services and contract works which helped keep the farmers operating, as well as government funded works to employ labour in the district.

Social activities were important in the depression years, as the Quairading district's settlers forged their communities. The Agricultural Hall held regular Saturday night dances and screened movies. Many sport gatherings were formalised into clubs and the Dangin – Quairading – South Caroling Branch of the Country Women's Association was formed.

After the Great Depression, the rural sector made a relatively fast recovery with improved prices for wool and wheat and by the late 1930s the Quairading district was experiencing real progress.

1940 – 2017: With the onset of World War Two and the resulting shortage of manpower, the rural sector once again faced decline, prompting the Road Board to request Prisoner of War labour allocation for the area.

Post World War Two Quairading regained its agricultural strength with abandoned farms being worked again and a new generation of soldier settlers farming the land. By the 1950s most of the district was being farmed and there was rapid expansion in production. Record wheat and wool prices were being achieved.

In 1957, the construction of the new Roads Board offices in Quairading, signalled a new era of prosperity for the Quairading town and district. In 1961, legislation changed the name and function of the local governing bodies from Roads Board to Shire Council with its responsibilities encompassing roads and infrastructure and the addition of community services.

The 1960s marked an increase in prosperity but a shift in social and recreational choices. Dances were declining in popularity and the screening of movies in the Hall ceased. A decline in the number of rail services reflected Quairading's declining patronage and led to the eventual closure of Quairading's railway station in 1994.

Since the early 1860's when Quairading was first recognised as an agricultural area, it has developed as a rural centre for the wheat and sheep industry, which continues to be the dominant industry today. Broadacre agriculture is the Shire's main economic contributor, accounting for 70% of business and some 189,393 ha of land (11% of the Avon's total area of agricultural land holdings). The Wheat and Sheep industry employs 33% of the population. Manufacturing, Transport and Logistics is a secondary industry in Quairading."

There are three places in the Shire are on the Heritage Council of Western Australia's State Register of Heritage Places. They are:

- P4914 Quairading State School & Quarters (fmr); 22 & 28 McLennan Street, Quairading.
- P24588 St Francis Xavier Catholic Church and Presbytery; 72 Coraling Street, Quairading.
- P4898 Toapin Weir; 70 Toapin Road, Quairading.

The Municipal Heritage Inventory (MHI) contains 209 places and sites of heritage value recognised by the communities in the Quairading Shire and was adopted in 1996. The MHI is earmarked for review and should include Indigenous heritage. It will be used as the basis to form a Heritage List for inclusion in the new local planning scheme to provide the most significant places with statutory protection. The MHI, now referred to as a Local Heritage Survey, will then become a valuable community resource for anyone interested in the built heritage of the Shire.

6.3 Shire of Tammin

The Shire of Tammin's Heritage Strategy (2017) provides a historical overview of the Shire as follows:

"Tammin is located 184km east of Perth on the Great Eastern Highway. The Shire of Tammin covers an area of 1,087 km² and is bounded by the Shires of Kellerberrin, Quairading, Cunderdin and Wyalkatchem.

European Wheatbelt explorer and well digger, Charles Cook Hunt, camped at Tammin Spring in 1864. The following year as he passed through the area, he had his men construct a well in order to obtain a supply of water for travelling purposes. Hunt's wells were of major importance in the opening up of the whole Wheatbelt area. He provided vital water holes for stockmen and for the gold prospectors who came through the area on their way to Southern Cross and the Goldfields.

Tammin was first settled in 1893 by John Packham, a Sussex farmer with more settlers arriving in the 1900's. The town of Tammin was gazetted in 1899.

European settlement continued in the area and the completion of the Goldfields Water Supply and the railway line to Kalgoorlie enabled the growth of the township and the expansion of agricultural activity. The arrival of the Coolgardie pipeline in 1902 was instrumental to the success of the town, addressing the need to improve the existing infrastructure for the supply of water for an increasing population.

Yorkrakine, 30km north of Tammin, became a small township with a post office, store and hall.

In 1932 the Wheat Pool of Western Australia announced that the town of Tammin would have two grain elevators, each fitted with an engine, installed at the railway siding.

In 1948 Tammin became a Road Board in its own right, having previously been part of the Meckering Road Boards and later the Cunderdin-Meckering-Tammin Road Boards. With the change in Local Government Act it became the Shire of Tammin in 1961.

In 1960, huge wheat silos, the first concrete silos in Australia, were constructed in Tammin, reflecting a highly productive wheat and wool industry in the area at the time. The silos were extended in 1996 to increase the capacity of stored grain.

In 1987 a Company known as Farmdale was formed with fifty shareholders from the Community purchasing the local hotel and a garage. This was done to retain both in the town. The garage and hotel have since been sold.

Today, the Shire of Tammin, including the settlements of Bungulla and Yorkrakine, has a total population of 400. The economy of the Shire is primarily agriculture based with surrounding areas producing wheat and cereal crops.

The Tammin Primary School services local students from Kindergarten to Year 7 with higher education facilities provided in the nearby Shire of Cunderdin.

The town is serviced daily by the Prospector Train and Avonlink rural train services with the Railway Station now in the centre of Tammin.

In April 2005 the Shire of Tammin officially opened "Kadjininy Kep" a working Hydrology Model and Amphitheatre. Regular shows and events are held in the Amphitheatre and Community Hall. The grassed grounds surrounded by running water and a water feature together with Memorial Park, provide a place to rest within the town site."

There are no places located in the Shire are on the Heritage Council of Western Australia's State Register of Heritage Places.

The draft Local Heritage Survey dated 2015 contains 52 places and sites of heritage value recognised by the communities in the Tammin Shire. The Heritage Survey is earmarked for review and should include Indigenous heritage. It will be used as the basis to form a Heritage List for inclusion in the new local planning scheme to provide the most significant places with statutory protection. The Local Heritage Survey could then become a valuable community resource for anyone interested in the built heritage of the Shire.

7. Infrastructure

7.1 Electricity

The Wheatbelt is supplied with energy by Western Power's South West Interconnected System and serviced by the North and East Country load areas. The East Country load area covers the eastern Wheatbelt region. Growth in power demand was slow prior to 2007 and then experienced a significant increase due to mining and resource development in the area. The North Country load area services the

northern area of the Wheatbelt, covering the coastal areas to 150 kilometres inland. The North Country network was designed to supply small distributed loads and as such, infrastructure limitations have resulted in insufficient capacity for large industrial customers to connect.¹⁴ Unfortunately this limitation was experienced firsthand in Quairading recently when AusPlow, a large rural manufacturing industry, recently proposed to relocate to the Strategy area.

The Wheatbelt offers an abundant source of renewable energy. The climatic and geographic conditions of the Wheatbelt are conducive to alternative energy generation such as wind, solar, geothermal and biomass generation. Renewable energy offers the capacity to reduce reliance on centrally distributed energy.¹⁵ A large 100MW Solar Farm Facility is proposed to be constructed in Cunderdin containing 330,000 solar panels, which will connect into Western Power's grid that will supplement the local power supply.

7.2 Water Supply

The Goldfields and Agricultural Water Supply Scheme (G&AWS), delivered by the Water Corporation, serves customers in WA's Wheatbelt and Goldfields communities which supplies water from Mundaring Weir. The main water conduit from Perth to Kalgoorlie runs through Cunderdin, where a series of pump stations and an unroofed, rock-lined storage reservoir are located.

A 75 million litre water storage facility is currently under construction on Water Corporation-owned land approximately 5km west of the Cunderdin town site to meet the long term needs of the G&AWS area. The Goldfields Water Supply scheme also supplies the town of Tammin with a reticulated water supply.

The Meckering town water supply is reticulated via a network of underground distribution mains directly connected to the Mundaring – Kalgoorlie pipeline.

Quairading's town water supply is provided via the State heritage listed Toapin Weir, which has a storage capacity of 22.7 million litres and has been connected to the Mundaring – Kalgoorlie pipeline since 1965. The town also supplements its water supply from groundwater sources.

The capacity and capability of further connections to existing water services is dependent upon existing pipeline infrastructure, which varies greatly between townsites, and topographic slopes to ensure there is sufficient water pressure along the system. For example, there may be physical slopes which prevent the water pressure necessary to service development above a certain height. Investigating connection requirements is the responsibility of developers which occurs when specific proposal details are known.

Figures 9 to 12, produced from data provided by the Water Corporation, show the water planning zones in Cunderdin, Meckering, Quairading and Tammin townsites. Generally speaking, it is likely that subdivision and development can be connected within these planning zones through infill connection and extension of existing water mains to the development site. Such connections may require pipeline upgrades and replacement feeding back to the network, such as increasing pipeline diameter, to ensure the correct water pressure is maintained.

¹⁴ Source: WAPC, Wheatbelt Land Use & Infrastructure Framework (2015)

¹⁵ Source: WAPC, Wheatbelt Land Use & Infrastructure Framework (2015)

Figure 9 Cunderdin Water Planning Zone

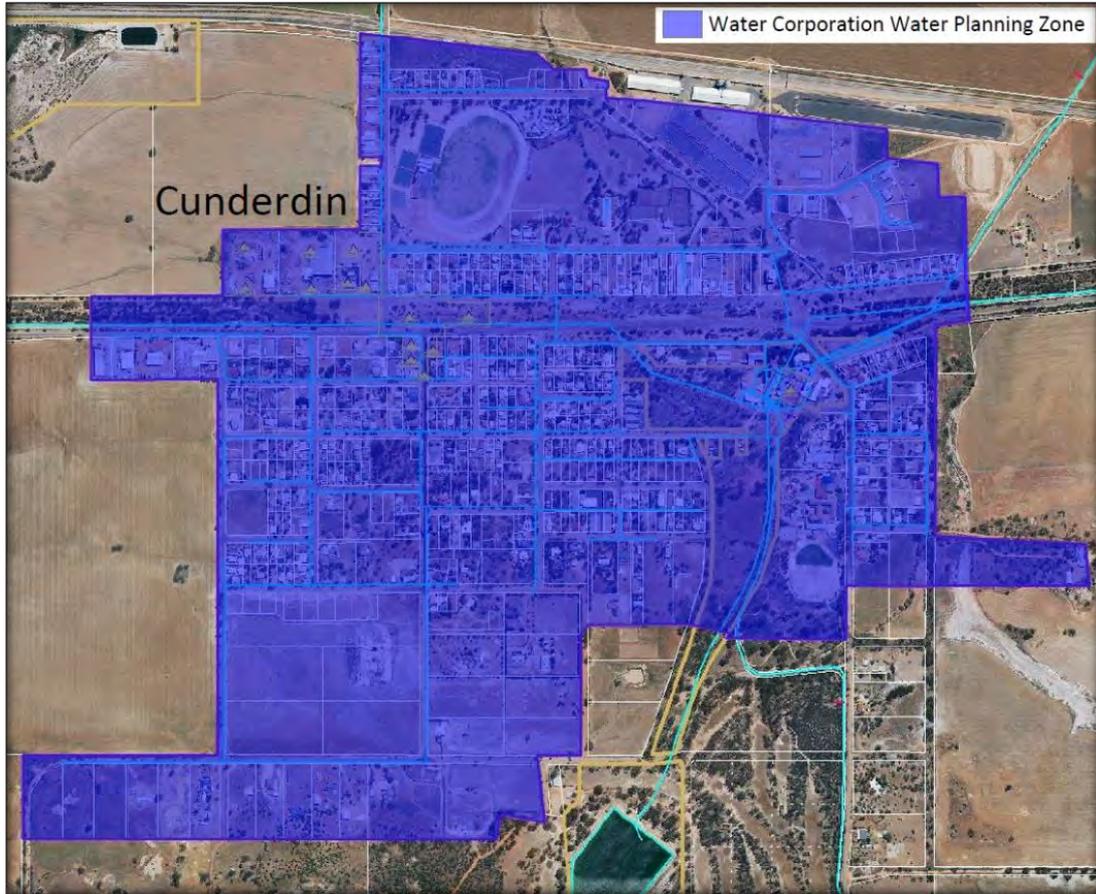


Figure 10 Meckering Water Planning Zone

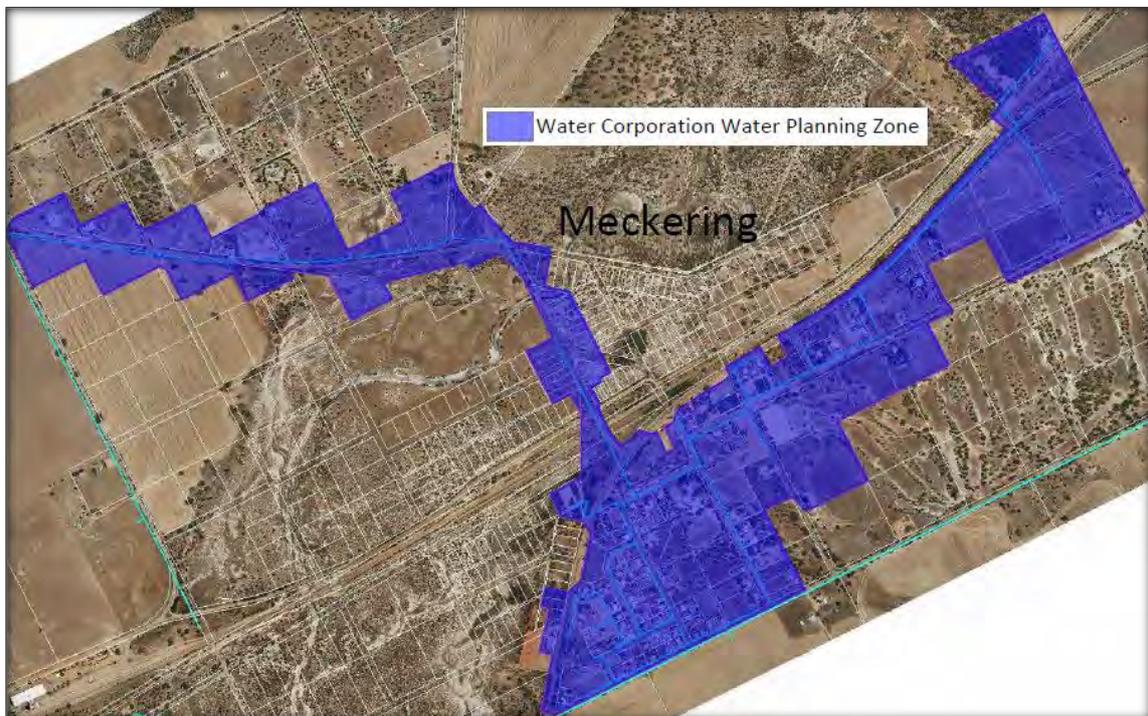


Figure 11 Quairading Water Planning Zone

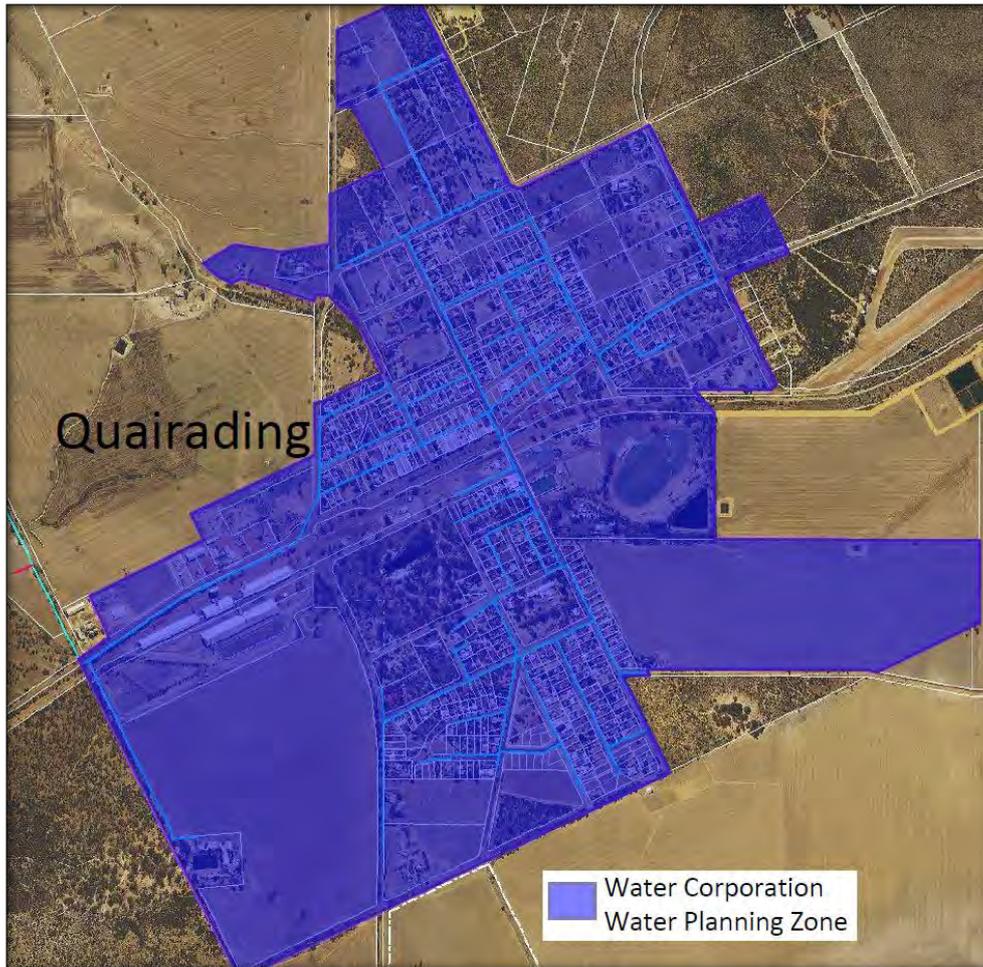
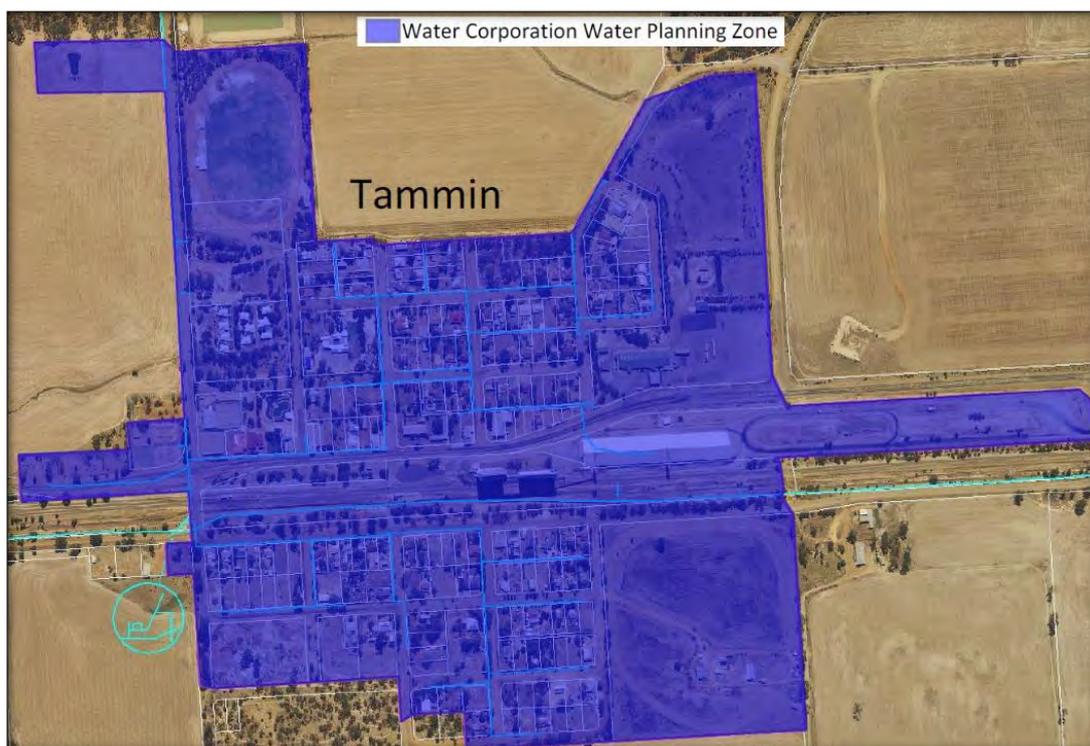


Figure 12 Tammin Water Planning Zone



Water supplies in those parts of the Strategy area not served by scheme water are generally provided by on-site storage tanks, farm dams and catchments. Water for rural properties is also regularly carted from numerous scheme water standpipes.

Due to the salinity of the groundwater in the Strategy area there are only a limited number of bores available to supplement existing water supply sources. Expensive treatment of this saline ground water is often required to enable its use. Information regarding the location of suitable underground sources is currently limited and requires further investigation.

7.3 Wastewater Disposal

Wastewater treatment in the Strategy area is by various means including conventional septic tanks, alternative on-site disposal systems and reticulated sewerage. Wastewater in the Strategy area's main settlements, with the exception of Tammin, is via comprehensive reticulated sewerage schemes. Similar to water services, further connections to existing schemes is dependent upon existing sewerage infrastructure and topographical slope. The Water Corporation has designated sewerage areas where it is likely subdivision and development can be connected subject to extending and upgrading sewer mains as necessary to maintain sewer pressure at the cost of developers. In unsewered areas of the Strategy area wastewater disposal is generally via conventional septic tanks or alternative treatment units.

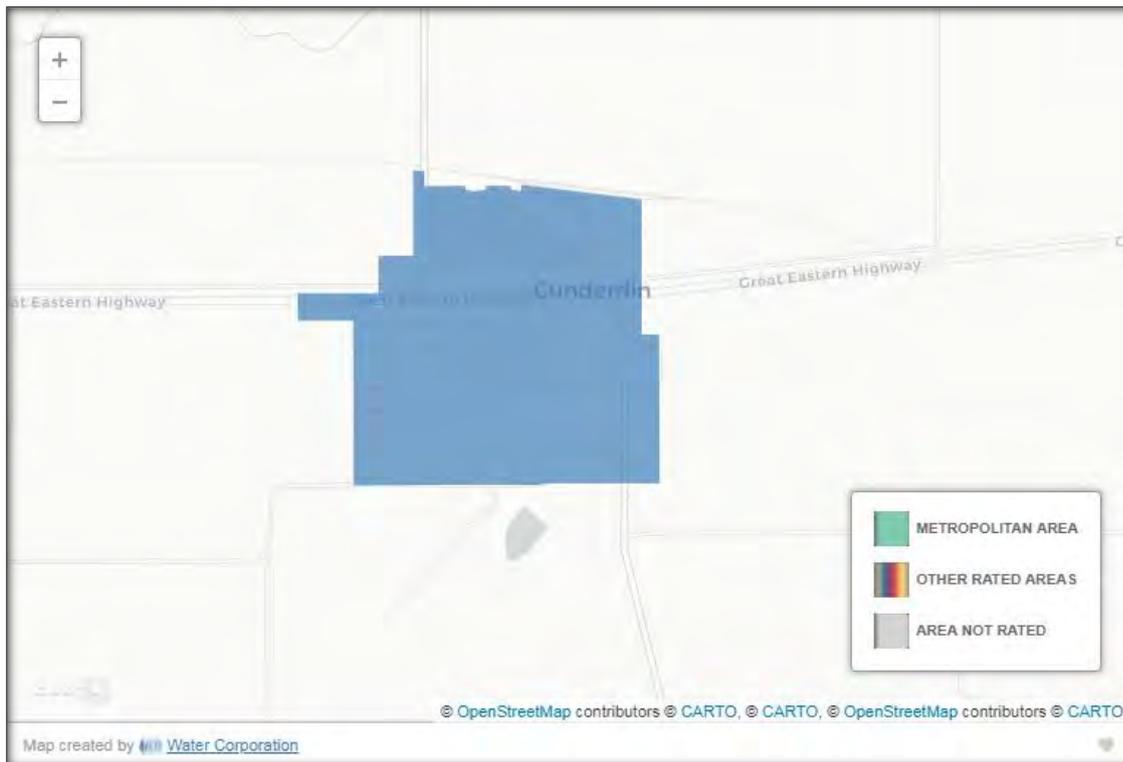
One of the strategies in the Wheatbelt Planning and Infrastructure Framework (2015) to address infrastructure constraints relating to wastewater disposal is to maximise the use of existing sewer infrastructure by encouraging higher density development in sewerred locations. However, the WAPC also acknowledge that with changing technology, it is likely that the use of 'fit-for-purpose' infrastructure will be employed to provide solutions for small settlements where soil conditions are favourable. It is also acknowledged that there may also be opportunities for expanded local government and private sector involvement in sewerage treatment systems, including the possibility of smaller systems to service individual developments.

7.3.1 Cunderdin

Cunderdin has a comprehensive reticulated sewerage system which discharges to a wastewater treatment plant located approximately 400 metres north-west of the townsite. This system is operated by the Water Corporation with the treatment plant being constructed in the 1970s. Presently the system can support medium term growth but may need to be upgraded to cater for any significant growth in the long term. A 350 metre buffer is identified on the mapping to ensure that the impacts associated with its operations do not adversely affect adjoining land uses.

The following map produced by the Water Corporation shows the designated sewerage areas for the Cunderdin townsite that includes some 'planned' areas, which are not currently provided with sewerage services by Water Corporation, but which could potentially be serviced in the future. (Note: The inclusion of these planned areas should not be interpreted as a commitment by the Water Corporation to provide sewerage services to these areas in the future.)

Figure 13 Cunderdin Designated Sewerage Area¹⁶



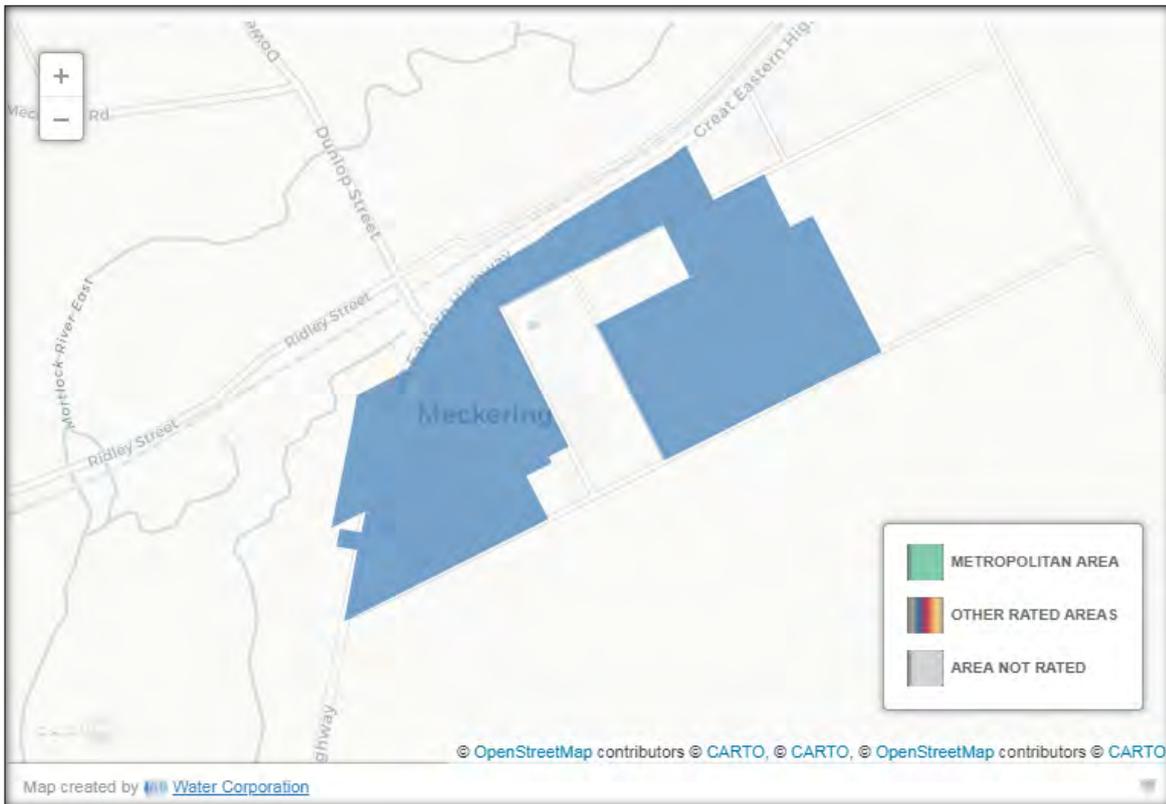
7.3.2 Meckering

Meckering also has a comprehensive reticulated sewerage system which discharges to a wastewater treatment plant located approximately 300 metres south of the townsite. This system is operated by the Water Corporation and is capable of supporting medium term growth within the town. The system may need to be upgraded to cater for any significant growth in the long term. A 300 metre buffer, as recommended by the Water Corporation, has been identified on the mapping to ensure that the impacts associated with its operations do not adversely affect adjoining land uses.

The following map produced by the Water Corporation shows the designated sewerage areas for the Meckering townsite that includes some 'planned' areas, which are not currently provided with sewerage services by Water Corporation, but which could potentially be serviced in the future. (Note: The inclusion of these planned areas should not be interpreted as a commitment by the Water Corporation to provide sewerage services to these areas in the future.)

¹⁶ Water Corporation, <https://www.watercorporation.com.au/water-supply/sewerage-and-drainage-services>.

Figure 14 Meckering Designated Sewerage Area



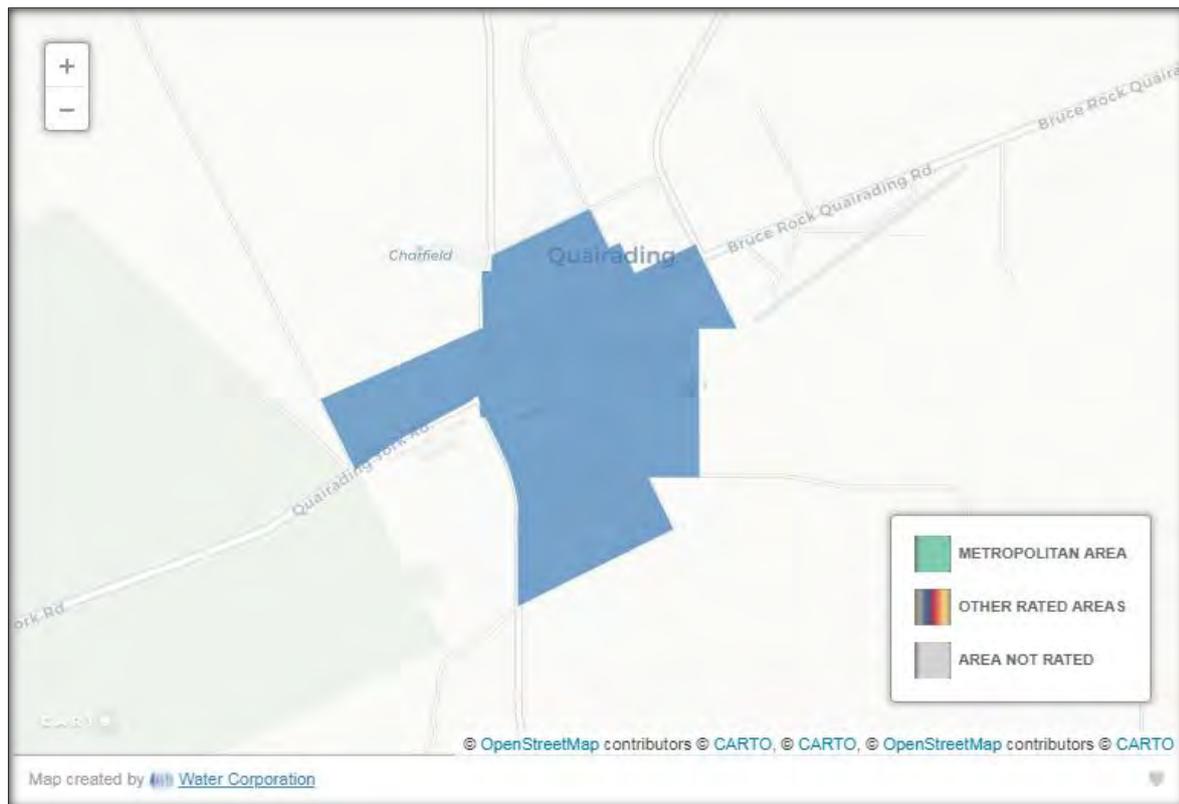
7.3.3 Quairading

Approval to construct the Quairading Sewerage Treatment Plan was granted in 1998 and services the vast majority of townsite area. The Plant has an input of approximately 130m³ per day.

Properties not connected to the reticulated sewerage system are serviced by individual on-site sewerage management systems. The systems range from traditional septic and leach drain systems to newer alternative treatment units.

The following map produced by the Water Corporation shows the designated sewerage areas for the Quairading townsite that includes some 'planned' areas, which are not currently provided with sewerage services by Water Corporation, but which could potentially be serviced in the future. (Note: The inclusion of these planned areas should not be interpreted as a commitment by the Water Corporation to provide sewerage services to these areas in the future.)

Figure 15 Quairading Designated Sewerage Area



7.3.4 Tammin

Tammin is not serviced by the Water Corporation in relation to wastewater disposal and therefore properties in the Shire must rely on individual on-site sewerage management systems. The systems range from traditional septic and leach drain systems to newer alternative treatment units. A site immediately north of the Townsite has been identified for the purpose of treating wastewater in the future, however this is considered a long-term prospect.

The lack of sewerage infrastructure may constrain future residential development, particularly within the townsite where minimum lot sizes must comply with the State Government’s Country Sewerage Policy.

7.4 Transport Infrastructure

The Shire of Cunderdin has an advantage in the Region due to its proximity to Northam and to Perth, its position on the Great Eastern Highway and its established and growing light industrial sector. The Shire of Tammin has a similar advantage due its position on the Great Eastern Highway, albeit a further half an hour’s travel.

The York-Merredin Road provides access to Quairading from York and the Great Southern Highway. The recent upgrades to this road provide improved road access following closure of the Tier 3 railway line.

Cunderdin also has the largest airstrip in the Region, and with recent private sector interest in upgrading and further utilisation of the airstrip, this will be a major focus for the town and will play an important role in terms of transport and logistics in the Strategy area.

7.4.1 Traffic and Transport

There are two major transport routes in the Strategy area, the Great Eastern Highway and the York-Merredin Road, which are controlled and maintained by Main Roads WA. The Great Eastern Highway is the main arterial East-West transport route and is the subject of high traffic loads varying from passenger vehicles to road trains to the eastern states for freight, business and tourism.

Many local roads are also designated heavy haulage and/or grain freight routes, some of which are unsealed, and are heavily utilised during peak farming times resulting in increased maintenance requirements.

The heavy vehicle movements in the Strategy area have increased significantly since the close of the Tier 3 rail network, which has impacted the Strategy area's roads. Use of local roads by heavy vehicles is a key issue for future land use planning in the Strategy area when determining the location of any future residential and industrial areas.

7.4.2 Transport and Industry

Strong drivers exist to support transport, logistics and light industry investment and activity in the Avon sub-region, with spatial analysis identifying a "ring" of industrial opportunities comprising Northam, York, Quairading, Cunderdin, Dowerin and Goomalling. Quairading's position as part of this "ring" provides it with the opportunity to further develop its transport and logistics sector, and to work in coordination with the other regions connected in the "ring".¹⁷

Quairading's large industrial zone landholdings (9% of the Avon's total) provide opportune conditions for the development of the transport and industry sector within the LGA. Recent interest in agricultural equipment manufacturing has created a focus for Quairading.

Opportunities to develop agricultural and logistics industries existing in all Shires, together with specific aviation industries supporting the Cunderdin Airfield.

8. Environment

8.1 Overview

The Shires of Cunderdin, Quairading and Tammin are located in the Wheatbelt in the Avon sub-region and collectively cover an area of 5,002km². The Strategy area has a Mediterranean climate characterised by warm/hot dry summers and cool, wet winters with an average rainfall of 357mm (1914-2012)¹⁸.

8.2 Geology

Geologically the Strategy area is part of the Great Plateau of Western Australia with elevations ranging from 200 to 360 metres above sea level and is situated on Yilgarn Block comprising two distinct physiographic zones (i.e. Zone of Rejuvenated Drainage and Zone of Ancient Drainage). As such, much of

¹⁷ WDC, Avon Sub-Regional Economic Strategy

¹⁸ Bureau of Meteorology, <http://www.bom.gov.au/climate/data/index.shtml>, Accessed 30/11/17.

the Strategy area is underlain by ancient granite rock covered by lateritic soils usually no more than a few metres thick with occasional granite outcrops at the surface.

Soils vary with location but can generally be described as having good drainage characteristics, good workability, poor to low nutrient levels, limited water availability and susceptibility to compaction, wind and water erosion, waterlogging and salinity. Higher grounds contain remnants of ancient laterite, deep yellow sands, sand over laterite and outcrops of granite. The sloping or middle lands are covered with yellow sand or granite. The valley areas generally have red barns except for areas of salt flats which contain large amounts of gypsum. In their virgin state the valley areas contain significant quantities of salt in subsoils. Following agricultural clearing, salinity levels have increased causing ongoing problems in many areas.

The Strategy area is contained within the Merredin Plateau Landscape Character sub-type and is dominated by expanses of cereal crops and open views over wide, shallow, undulating valleys of ancient drainage channels and expansive salt lakes. Lines of remnant vegetation can be found along roadsides, creek lines or property entrances. Isolated hills and granite outcrops are a distinct visual feature surrounded by the local topography.

There is a need to consider seismic risk, particularly in the Shire of Cunderdin given its location in the South West Seismic Zone. The Meckering Earthquake of 1968 is an example of a seismic event which caused extensive damage to buildings and infrastructure in the Region. Earthquakes in the magnitude of 4.0 or more occur approximately every 5 years in the Meckering Region.

The kaolin resource in Meckering is recognised as a significant mineral and geological resource in the Wheatbelt and for the State in the WAPC's Wheatbelt Planning and Infrastructure Framework.¹⁹ In addition, there are numerous smaller extractive industries throughout the Strategy area providing sand, clay and gravel resources for local building and road construction.

8.3 Vegetation

The Shire of Cunderdin is located within the Avon Botanical District of the South West Botanical Province and is characterised by native vegetation from the Goomalling and Meckering Vegetation Systems. These Vegetation Systems consist of a series of plant communities occurring in a mosaic pattern that are closely linked to topographic and soil features.

The Goomalling Vegetation System extends from Bolgart to Meckering through almost to Tammin. It is bounded on the north, south and east by salt flats of the Mortlock River East Branch and is an area of extensive sand plains. The native vegetation is scrub-heath or low woodland of Banksia with York and Salmon Gums prevalent lower in the landscape. North of Meckering and Cunderdin the woodland is predominantly York Gum. Major drainage lines comprising extensive salt flats are characterised by Tea Tree and Samphire.

The Meckering Vegetation System extends south from Mortlock River East Branch. It is typically undulating and comprises mixed woodland of York Gum and Wandoo with the occasional Salmon Gum. York Gum is found predominantly on the lower slopes whereas Wandoo is found on the ridges. Granite

¹⁹ WAPC, Wheatbelt Planning & Infrastructure Framework (2015), pg 25.

outcrops are common and support low woodland of Jam or Mixed Jam and Rock Sheoak. Grass Trees and Eucalyptus Macrocarpa are also found on areas comprising lateritic residuals.

With the advent of European settlement, a significant proportion of native vegetation in the Wheatbelt Region was cleared for broadacre agricultural production. As the Shire of Cunderdin was one of the earliest settled in the Avon Catchment it has been cleared more extensively than many other areas. It is now estimated that only 2.59% of the Shire's total land area remains covered by original native vegetation, 1.88% (i.e. 3,551.5 ha) of which is found on private land. The remaining 0.71% (i.e. 1,338.5 ha) is situated within Crown reserves, not all of which have a cover of native vegetation. It is significant to also note that three (3) species of Declared Rare Flora and a number of Priority Flora species have been found in the Shire.

Human disturbance of the natural environment in the Wheatbelt region since European settlement, including the broad scale clearing of vegetation, the introduction of stock and feral animals and alterations to fire regimes, has caused the local extinction of a significant amount of fauna with many others now facing extinction. As there have been no specific faunal surveys undertaken in the Shire no species of Threatened or Priority Fauna have been identified to date (AGWA, 1999).

Given the Strategy area has a limited extent of native vegetation coverage, those areas that remain are of significant importance. An opportunity therefore exists to strategically address the protection and management of not only native vegetation, but the wider biodiversity values of the Shire.

8.4 Water management

The Shire of Cunderdin is located within the Avon River Catchment and is drained by a branch of the Mortlock River East Branch now existing as salt flats. This catchment is part of an ancient drainage system on extremely low gradients comprising ancient playa lakes, most of which overflow as a result of large rainfall events or wet winters.

Drainage throughout the Shire of Cunderdin can generally be described as poor with only one major stream (i.e. Mortlock River East Branch). Local runoff comprises brackish water accumulating in expansive shallow salt lakes. The Shire contains numerous wetlands, many of which are located on private land and have suffered enormous changes as a result of clearing, soil salinization, run off, siltation and eutrophication.

Waterways and wetlands in the Strategy area are under considerable pressure from grazing of livestock, over clearing, mining and salinity. The drainage of salt land into waterways and wetlands (including saline lakes) is also a widespread farming practice that has potential to increase salinity, acidity and sediment loads in receiving water bodies. This has potential to adversely affect water quality and to reduce the capacity of lakes within the system. Given that many waterways and wetlands are located on private land, there is a need to control land use and development within and adjacent to these areas to prevent further degradation.

8.5 Flooding

The natural ecological and drainage functions of rivers, watercourses and floodplains needs to be protected and managed. Flooding can also present a significant risk to life and property.

State and local government have a responsibility to minimise the potential for flood damage resulting from decisions about the use and development of land within the floodplains of rivers, and landowners also have the right to expect that adjacent land use and development will not increase the risk and impact of major river flood on their lives or property.

Parts of the Strategy area, including portions of the Cunderdin and Meckering townships, are at a risk of flooding during a flood event with a 1 in 100 (1%) annual exceedance probability. There is however no flood risk mapping which has been prepared in the Strategy area.

The only viable means of minimising property damage caused by flooding and ensuring that development does not increase the risk of flood damage for new development and/or occurring on neighbouring properties, is to carefully control the development of land near rivers and watercourses within the floodplain.

8.6 Salinity

Salinisation has sterilised some land resources in the district. Salinity impacts agricultural productivity, degrades water resources, native vegetation, damages buildings and infrastructure and is detrimental to landscape qualities.

8.7 Bushfire

Reducing bushfire risk to people and property is a key issue and responsibility of State and local government agencies and the community.

The bushfire mapping produced by the Department of Fire and Emergency Services provides a broad-brush overview of the areas at most risk from bushfire, which is utilised to inform land use planning, including subdivision and development.

8.8 Recreation and open space

There are two nature reserves in the Shire of Cunderdin vested for the purposes of 'Conservation of Flora and Fauna' (i.e. Flowery Patch NR & Bulgin NR). These reserves cover an area of 20.23 and 23.91 hectares respectively and are managed by the Department of Biodiversity, Conservation and Attractions (DBCA) for conservation purposes.

In addition, there are 77 other Crown reserves covering an area of 360 hectares in the Shire of Cunderdin under the control of the local government and various other authorities. These reserves are utilised for a wide range of purposes including recreation, water supply, rubbish disposal, railways, tourism, religion, cemeteries, public utilities and gravel extraction.

The Quairading township is surrounded by farmlands and undulating natural bushland. There are 20 nature reserves in the Shire of Quairading covering an area of 2,632 hectares, or 1.3% of the Shire. In addition, there are another 29 protected areas with an area of 3,494 hectares.

Of significance is the Quairading Nature Reserve that borders on the western side of the town and straddles the York-Quairading Railway Line, which has an area of 527 hectares of remnant vegetation and incorporates the Quairading Golf Club. Other natural scenic attractions in the Shire of Quairading include Mount Stirling, Toapin Weir and the Pink Lake.

Tammin has 9 nature reserves and 9 protected areas with a total of 3,200 hectares. Charles Gardner Reserve is an area of 600 hectares of natural vegetation 14kms south of Tammin that contains a wide variety of wildflowers and understorey, some of which are unique to the Strategy area. Another significant environmental feature is Yorkrakine Rock, which is situated 26kms north of Tammin that is a solid granite outcrop 341m high and covering 160 hectares. A strip of native flora surrounds the outcrops, which is one of the largest of its kind in WA.

9. Community facilities

A wide range of community services and facilities are provided throughout the Strategy area by both public sector and non-government organisations. Most are located within or adjacent to the Strategy area's main settlements and include education, health, emergency, cultural and recreation services and facilities.

Community uses in Cunderdin include a hospital (transitioning to a primary health care centre), medical centre, aged persons accommodation, district high school, agricultural college, Brethren school, day care centre, caravan park, Shire administration centre and works depot, Water Corporation district office and depot, postal agency, fire station, St Johns ambulance depot, police station, community halls, churches, museum, railway station, airfield, community resource centre, library, recreation centre, playgrounds, playing fields, outdoor courts, swimming pool, bowling club, golf course and cemetery.

Meckering has a primary school, postal agency, community hall, churches, bowling club, golf course, cemetery and showground.

Quairading's community uses include a hospital, medical centre, aged persons accommodation, district high school, caravan park, Shire administration centre and works depot, postal agency, fire station, St Johns Ambulance depot, police station, community halls, churches, community resource centre, library, recreation centre, playgrounds, playing fields, outdoor courts, swimming pool, bowling club, golf course and cemetery.

Tammin's community uses include Shire administration centre and works depot, postal agency, fire station, railway station, community halls, churches, playgrounds, playing fields, outdoor courts, bowling club and cemetery.

The provision of community services and infrastructure in the Strategy area are directly influenced by demand. A declining population may result in existing services being withdrawn and new services are unlikely to be provided until the demand (population) rises. Planning is required to monitor changes in demand, facilitate the efficient provision and maintenance of an adequate range of services and facilities and provide improved coordination between public and private sector service providers.

The decline in the 0 to 14 years and 15 to 24 years groups affects education, training and employment opportunities in the Strategy area. Providing and maintaining access to a range of education and training services and facilities is an important issue that needs to be properly addressed to assist in reducing population decline in younger age groups.

The increase in the percentage of people in the older age groups has implications for the supply of various services and facilities, especially those related to housing and health. There is a need to ensure

that the provision of aged accommodation, health and care facilities are given a high priority in the Strategy to provide opportunities for families to stay in the Strategy area.

10. Implementation

The Shires have prepared new Local Planning Schemes in conjunction with the adoption of this Strategy to implement the Strategic Directions, Strategies and Actions in Part 1. The Local Planning Schemes will also introduce the model land use categories, zoning mechanisms and provisions provided by the *Planning and Development (Local Planning Schemes) Regulations 2015 Model Scheme Provisions*, and modification of any land use categories and/or introduction of non-standard land use categories where considered appropriate and approved by the Minister for Planning.

It is expected that upon endorsement of the LPS and the new Local Planning Schemes, several existing local planning policies will need to be reviewed and/or new policies formulated.

11. Monitoring and Review

The State Government requires that a comprehensive review of the LPS and Local Planning Scheme be undertaken at least every five years. In terms of the LPS, this will include updating information in response to the availability of information or changes which may not have been foreseen at the time of formulation. In addition, each Shire will monitor the performance of the current planning strategies and update them if necessary.

This local planning strategy should not be viewed as a fixed plan, but a living document. In this regard, it is recognised that new land use and development opportunities and challenges will arise over the life of the LPS which will not have been foreseen today. They may result from factors such as innovations in technology, restructuring of the economy and the workforce, outcomes of Native Title applications and diverse and changing community needs and aspirations.

It is essential that each Council and this strategy respond to change in a planned manner to ensure that benefits to the Cunderdin, Quairading and Tammin communities are maximised. This should reduce ad-hoc approaches and in turn potential negative impacts on the community.

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PART 3 – APPROVALS

Shires of Cunderdin, Quairading and Tammin

JOINT LOCAL PLANNING STRATEGY

CERTIFICATION FOR ADVERTISING

Certified for advertising by the Western Australian Planning Commission on the 18th of October 2019.

COUNCIL RECOMMENDED / SUBMITTED FOR APPROVAL

Supported for submission to the Western Australian Planning Commission for endorsement by resolution of the Shire of Cunderdin at the Ordinary Meeting of Council held on 17th September 2020



SHIRE PRESIDENT



CHIEF EXECUTIVE OFFICER

Supported for submission to the Western Australian Planning Commission for endorsement by resolution of the Shire of Quairading at the Ordinary Meeting of Council held on 24th September 2020_____.



SHIRE PRESIDENT

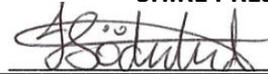


CHIEF EXECUTIVE OFFICER

Supported for submission to the Western Australian Planning Commission for endorsement by resolution of the Shire of Tammin at the Ordinary Meeting of Council held on 24th September 2020 _____.



SHIRE PRESIDENT



CHIEF EXECUTIVE OFFICER

ENDORSEMENT OF JOINT LOCAL PLANNING STRATEGY

Endorsed by the Western Australian Planning Commission on 10-May-2022.



**DELEGATED UNDER S.16 OF
THE PLANNING AND DEVELOPMENT ACT 2005**



11.2 ACTING DEPUTY CHIEF EXECUTIVE OFFICER

11.2.1 ACTING DEPUTY CHIEF EXECUTIVE OFFICERS REPORT – MAY 2023

PROPONENT:	Not Applicable
OWNER:	Not Applicable
LOCATION/ADDRESS:	Whole of District
AUTHOR OF REPORT:	Donna George, Acting Deputy Chief Executive Officer
SENIOR OFFICER:	Ian McCabe, Chief Executive Officer
DATE OF REPORT:	16 May 2023
PREVIOUS REPORT(S):	6 April 2023
DISCLOSURE OF INTEREST:	Nil
FILE REFERENCE:	CM.CO.1
STRATEGIC DOCUMENT REFERENCE	Strategic Community Plan
ATTACHMENTS:	Nil

OFFICER RECOMMENDATION

Moved Cr

Seconded Cr

That Council:

- 1. Receive the Deputy Chief Executive Officer's report as presented.**

Carried 0/0

BRIEF SUMMARY

The following report details activities within the DCEO portfolio.

BACKGROUND/COMMENT

Acting Deputy CEO (ADCEO)

The role of Deputy Chief Executive Officer is an operational role delivering administration that is beneficial to the community.

In accordance with Council's decision to provide additional accommodation supply for Shire of Wagin workforce needs, improvements to the National Bank Building are nearing completion. The building has required some overhauls and a new kitchen, smoke alarms, window dressing, carpets and minimal furnishing have been installed. One employee and a second doctor are accommodated as required.

Work is continuing to implement council's decision to re-locate the library to the Courthouse. Further advice will be published when project planning is available.



Structural concerns over the viability of the current Cricket/Hockey club rooms have resulted in the venue being deemed unsafe for public access. To ensure the clubs have access to an onsite storage, council will be requested to approve the temporary use of a sea container. An item will be included in this agenda for council's consideration.

CORPORATE SERVICES

BUILDING OFFICER

No building report at the time of writing this report.

COMMUNITY DEVELOPMENT OFFICER

Community Communication

Social Media (Facebook):

Since the previous report, there's been eight postings to the Shire Facebook page with the biggest audience being associated with the dawn ANZAC day service.

Note: Pool Facebook: one posting

Social Media – April/May	Date	Post reach
Dawn Service	April 25	2,204
Crime stoppers Report – Go cart	April 28	709
Neighbourhood Watch	May 11	327
Community Engagement meeting notice	May 16	335
Missing Pet notice	April 28	348

Electronic Sign: Information on sign is revised and refreshed weekly. During April/ May, this included:

Scale Aerobics WA – Wagin visit/ National Road Safety week/ Betty Terry Theatre/ WOW day 17th May/ ANZAC Day/ Solar Eclipse/ Trotting/ E scooter safety

Gym memberships remain consistent with between one and two new applications per week.

Library

- End of financial year book purchases have been completed
- Budget submission prepared for a new library software system in 2023/24

Ongoing projects:



Australia Day Art has now been erected near the BBQ area in the Wetlands, with structural work built locally. Descriptive explanations will be placed on the reverse of each artwork talking about the season and its relevance to the indigenous community.

The Piesseville Hall new pathway has been completed, a joint project between the Shire and the community members.

Ongoing activities:

- Flag path description and QR code to go on the shire Webpage is nearing completion

Caravan Park:

Bookings at the Wagin Caravan Park remain steady with numbers for the month of April – including powered and unpowered and tent sites being 333, with the numbers over the Easter weekend sitting at an average of 18 sites being booked for the long weekend. Caravan groups continue to contact the manager to arrange bookings, often into the following year. Identified maintenance around the ablution block has been costed and included in the draft 2023/24 budget.

SWIMMING POOL

The Wagin Memorial swimming pool is currently closed for the season and staff are using this time to fulfill the incomplete requirements of the recent Royal Life Saving Audit which was done in February 2023. Items raised at the audit are being addressed and rectified during the off season.

The audit is completed every four years and is funded by LGIS. This provides an improvement plan to management outlining identified risks. This audit identified only two items requiring immediate action and 12 other items to be addressed around records and signage.

The overall safety score for the Wagin Memorial Swimming pool was 92.5%

LIBRARY

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

Library Events:

- WLG Book Club will be held Saturday May 13 from 2 to 4pm.
- Story Time is held every Wednesday 10 to 11am and Friday 1.30 to 2.30pm.
- Children's Book Club is held every Tuesday 3.30 to 4.30pm.

Library Regular Activities:



- Waratah Lodge regular readers' weekly exchange of books, DVDs, etc. is ongoing.
- Wagin Hospital Homebound visiting program available as required.
- Friends of WLG (six persons) meeting was held on Thursday March 30 at 4.30pm
- Our next Friends Meeting will be held on Thursday May 25 at 4.30pm.

Library Statistics:

Patron Visits	280
Inter-Library requests	43
Phone Enquiries	32
Free Tea or Coffee	29
Information searches by library staff	6

HEMECARE

Manager Report April 2023

Since commencing in February 2022, I have had a steep learning curve to understand Wagin Homecare operations and Aged Care services, particularly the in-Home Care environment.

I had a chance meeting with Roslyn Smith, the Assistant Director for Health and Aged Care Service Delivery Division for WA Region while she attended a meeting here at the Wagin Shire in October 2022. Ros and I have been in communication ever since with a view to address the possible service gaps in delivery, to investigate appropriate funding and linking us in for funded staff training.

My main reason for inviting Ros to analyse our service is with regards to the new reforms handed down for providers as a result of the Royal Commission into Aged Care services. These new reforms will have an impact for the Shire of Wagin as Provider of Aged Care Services, and it is paramount that we understand them and begin to plan. Hence Ros's address to Council prior to the ordinary meeting of 18 April 2023.

Ros gave an overview of Aged Care Services and the clients' journey from enquiry via My Aged Care to the different packages the individual can access. She outlined the responsibilities of a provider and the manager of the service. I hope that this was informative for all present that evening and offered food for thought for the future of Wagin Homecare.

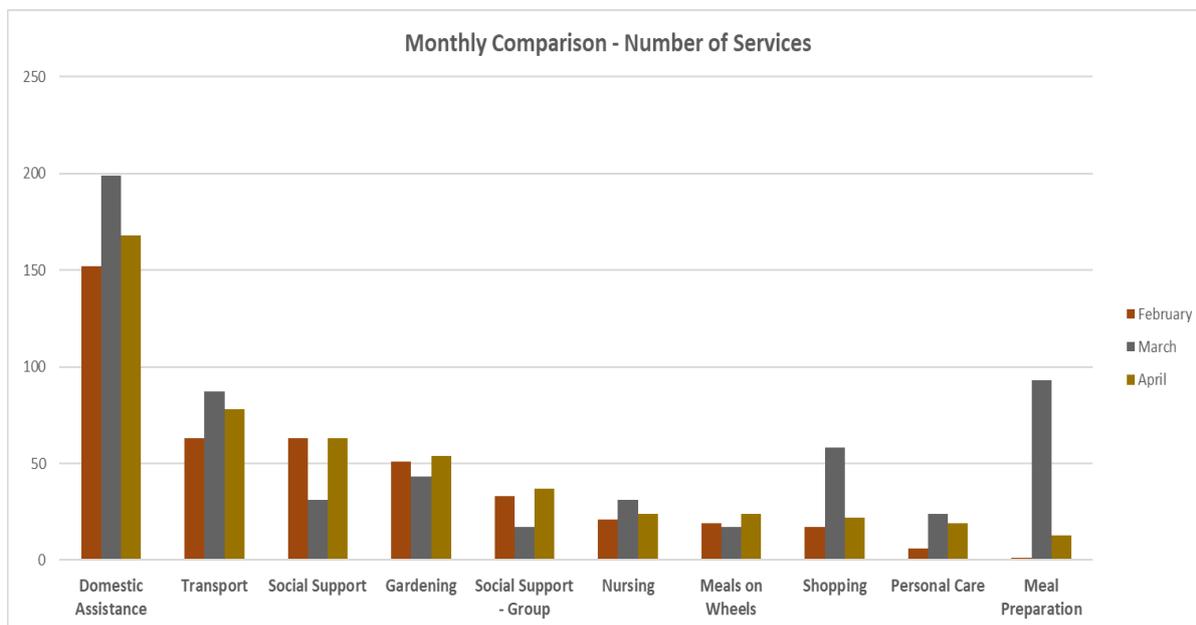
Ros' role is to liaise with various stakeholders, including government funded groups to assist providers, such as Care Communities. A representative met with Wagin Homecare staff in both West Arthur and Wagin on 18 and 19 April 2023 to discuss training requirements. There has been an overwhelming positive response by staff to undertake further training with a view to a career pathway in Aged Care services,



specifically for the Shire of Wagin. This is a good outcome to secure staff for the future and employees to remain living and working in Wagin.

Report for April 2023:

- 89 unique clients received seven or more services in April; Domestic Assistance (29.6%); Gardening (24.1%); and Transport (13.8%) are the services in greatest demand.
- There were 502 service deliveries in April; Domestic Assistance (33.5%), Social Support (15.5%) and Transport (12.5%) are the services in greatest demand



Types of services provide	Format	Monthly Contracted	Hours Provided	Variance	Contracted Year to date	Year to date
Domestic Assistance	HOURS	222	257	35	2664	3170
Social Support Individ	HOURS	83	141	58	1001	1583
Social Support Group	HOURS	140	110	-30	1685	1111
Transport	TRIPS	64	63	-1	762	453
Home Maintenance	HOURS	106	61	-45	1273	61
Nursing	HOURS	16	30	14	200	2737
Meals on Wheels	MEALS	226	22	-204	2707	321
Other food services	HOURS	27	19	-8	321	37
Personal Care	HOURS	33	16	-17	390	778
Respite Care	HOURS	2	0	-2	18	1344



CONSULTATION/COMMUNICATION

Chief Executive Officer and staff of the Shire of Wagin.

STATUTORY/LEGAL IMPLICATIONS

Local Government Act 1995 and relevant regulations.

POLICY IMPLICATIONS

No direct policy implications.

FINANCIAL IMPLICATIONS

There are no direct financial implications to this report.

STRATEGIC IMPLICATIONS

Reference to and implementation of the Shire of Wagin strategic Community Plan, Shire of Wagin Corporate Business Plan, Shire of Wagin Disability Access and Inclusion Plan.

VOTING REQUIREMENTS

Simple Majority.



11.2.2 WAGIN HOCKEY AND CRICKET CLUB ROOMS

PROPONENT:	Wagin Hockey and Cricket Clubs
OWNER:	Not Applicable
LOCATION/ADDRESS:	
AUTHOR OF REPORT:	Donna George, Acting Deputy Chief Executive Officer (DCEO)
SENIOR OFFICER:	Ian McCabe, Chief Executive Officer
DATE OF REPORT:	24 April 2023
PREVIOUS REPORT(S):	Ordinary Council Minutes 2 August 2022 Item 12.2.2
DISCLOSURE OF INTEREST:	NIL
FILE REFERENCE:	Health, Building and Planning Policy 19
STRATEGIC DOCUMENT REFERENCE:	Strategic Community Plan
ATTACHMENTS:	<ol style="list-style-type: none">5. Council Policy HBP 19 -Use of Sea Containers and Transportable Structures6. Correspondence – Joe Douglas Town Planner7. Correspondence – Agricultural Society President – P Powell8. Certificate of Title

OFFICER RECOMMENDATION

Moved Cr

Seconded Cr

That Council:

1. Approve the temporary installation of a 40-foot sea container onsite at the Wagin Sports Ground for the use as clubrooms by the Wagin Hockey and Cricket Clubs;
2. That this approval be for a period of two years pending Council Decisions on related sports infrastructure.

Carried 0/0

BRIEF SUMMARY

Council recommendation 4828 approved to delegate authority to the CEO regarding the demolition of the current venue used for both Hockey and Cricket club rooms. The venues have recently become no longer fit for purpose as deterioration of the venue requires significant spending to make it safe for public use.

BACKGROUND/COMMENT

The Wagin Hockey and Cricket Club rooms, previously known as the Scout Hall, previously known as Rovers Football club rooms, was built in the late 1950's to early 1960's and is one of a pair of original constructions specific to sports in Wagin. The Federals building was demolished a number of years ago and was located between the exhibition shed and the current Eric Farrow Pavilion. The remaining facility has deteriorated beyond the point of viable use with access to the venue being closed to the public for safety reasons related to the deterioration. Councils' decision in April 2022 to demolish the Scout building, adjacent toilet block and Education Pavilion creates a storage need for the Cricket and Hockey clubs. The use of a sea container provides an alternative and this can be accommodated within an allocated budget to action.

Installation of a 40-foot sea container near the current unusable venue is supported by the Cricket and Hockey clubs for the storage of equipment. The use of a venue suitable for events and activities will be arranged directly with the relevant club and the shire.

The area land identified by the consultant town planner as the best option for locating the sea container is Crown Grant Land in Trust owned by the Shire of Wagin that may only be developed and used for agricultural and recreational purposes in connection with the Wagin Arthur Districts Agricultural and Horticultural Industrial Society (Est. 1901). Therefore, the Shire contacted the Wagin Agriculture Society to solicit their approval for the installation onsite. This has been provided and is at Attachment 3.

Shire Policy identifies the need to screen the sea container from the road. The installation is temporary and a temporary fenced barrier to Ballagin Street is recommended.



Proposed location

CONSULTATION/COMMUNICATION

Dwight Kellow, leading member for both Cricket and Hockey clubs.
Joe Douglas, Director / Principal Town Planner – Exurban
Chief Executive Officer – Shire of Wagin



STATUTORY/LEGAL IMPLICATIONS

Local Planning Scheme No. 2

Consultation with the town planner identified the Wagin Arthur Districts Agricultural and Horticultural Industrial Society (Est 1901) is required to approve the installation. This has been provided.

POLICY IMPLICATIONS

HBP.19. USE OF SEA CONTAINERS AND TRANSPORTABLE STRUCTURES is relevant.

FINANCIAL IMPLICATIONS

Purchase of Sea Container and delivery to Wagin \$7,300; additional to this is installation of power and lights internally and the erection of a temporary fence. This will be funded from the current budget allocation to the Sportsground precinct project specific to the demolition of the venues involved.

Estimated cost of \$10,000 for the installation and relevant ground works and connections.

STRATEGIC IMPLICATIONS

Key Result Area 2.8 Building and Infrastructure – investigate planning and development of sporting facilities.

Community Services and Social Environment:

- 3.4 – Progress the Wagin Community Recreational Hub
- 3.7 – Support community activities with resources and facilities as required

VOTING REQUIREMENTS

Simple Majority

HBP.19. USE OF SEA CONTAINERS AND TRANSPORTABLE STRUCTURES

POLICY NUMBER	HBP.19
POLICY TYPE	HEALTH, BUILDING & PLANNING
DATE ADOPTED	
REVIEW DATE	May 2002 (Council Resolution #10165)
DELEGATION APPLICABLE	NO

OBJECTIVE

The use of sea containers and transportable structures for purposes other than the transportation of goods (e.g. storage, shed, workshop etc.) has the potential to have a negative impact upon the visual amenity of areas in which they are located due to the general size and appearance of such structures. In order to guard against the potential negative impact of such usage Council requires that all proposals of this type be submitted to Council for its formal planning approval prior to commencement.

- To protect the amenity of the Scheme Area by ensuring that the visual impact of any proposal to use a sea container or transportable structure is minimised.
 - To specify the circumstances under which Council may permit the use of sea containers or transportable structures within the Scheme Area.
 - To outline the procedures required to be followed in seeking Council's approval to the use of sea containers or transportable structures within the Scheme Area.
- i) The use of sea containers or transportable structures within the Scheme Area for purposes other than the transportation of goods is generally not permitted. Council may however issue its planning consent for the use of such structures for purposes other than the transportation of goods where all of the following circumstances apply:
- a) Where the land the subject of such an application is classified / zoned "Commercial" , "Industrial" or "Rural";
 - b) Where the structure is located on the land so as to be completely screened from public view.
 - c) Where the height of such structures does not exceed 3 metres.
- ii) All applications for planning approval to use a sea container or transportable structure shall be made in the form prescribed in Appendix 4 to Town Planning Scheme No.2 and shall be accompanied by the following information:
- Details of the proposed use of the structure;
 - Details of the dimensions and finish of the proposed structure;
 - A photo of the proposed structure;
 - Details of the structure's proposed location on the subject land; and
 - The proposed method of screening.
- iii) In considering any application for planning consent to use a sea container or transportable structure within the Scheme Area Council shall have regard to the objectives and provisions of its Town Planning Scheme and may take into account any matters relevant to Town and Regional Planning, the public interest in general and the locality surrounding the proposed development in particular.



-
- iv) In issuing planning approval for the use of a sea container or transportable structure Council will for safety reasons require the provision of adequate ventilation and the installation of a door which allows personal access to and from the structure.
- v) Where a sea container is being used to transport goods it is not permitted to remain on any land within the Scheme area for a period exceeding twenty eight (28) days without Council's approval

GUIDELINES

- *Local Government Act 1995*

HISTORY

- May 2002 (Council Resolution #10165)

RESPONSIBLE OFFICER

- Chief Executive Officer

From: Joe Douglas
Sent: Monday, 24 April 2023 4:14 PM
To: Donna M George
Cc: Shire of Wagin
Subject: RE: Development Application
Attachments: Options for Hockey.JPG; Certificate of Title T 1590-969.pdf

Thank you Donna.

Please note the following key points in response:

1. Based on the plan you provided, the proposed sea container will be sited on Lot 331 (No.1) Ballagin Street, Wagin which is a Crown Grant in Trust owned by the Shire of Wagin that may only be developed and used for agricultural and recreational purposes in connection with the Wagin Arthur Districts Agricultural and Horticultural Industrial Society (please see a copy of the certificate of title attached);
2. Before placing a sea container on the property approval is firstly required from the Wagin Arthur Districts Agricultural and Horticultural Industrial Society given their interest in the land (i.e. the land was granted to the Shire for the benefit of the Society). The Shire has done this before for another proposal on the same property by sending an email and a copy of the proposed plans to secretary@woolorama.com.au requesting feedback/comment.
3. Lot 331 is classified 'Public Open Space' reserve in the Shire of Local Planning Scheme No.2, the specific objectives for which are as follows:
 - (i) To provide for formal and structured recreational activities and sporting facilities that are deemed appropriate to service surrounding residents;**
 - (ii) To provide for passive recreational uses, parklands, amenities and buffer areas that are deemed appropriate for use and enjoyment by surrounding residents; and**
 - (iii) To provide for drainage purposes in a park setting.**
4. As long as any future proposed development is consistent with the abovementioned reserve objectives it can be supported and approved where required.
5. There are no designated boundary setbacks for any land classified 'Public Open Space' reserve. As such, due regard must be given to the fire separation distance requirements of the National Construction Code which typically requires a minimum setback of three (3) metres from any lot boundary and/or other buildings on the same property to avoid the need for expensive fire walls and other fire mitigation measures.
6. Having regard for Council's policy requirements for sea containers and the need to screen these sorts of structures from public view, I'd suggest the 'blue' site option shown on the plan you sent through to me is best as the sea container will mostly be screened from public view along the land's Ballagin Street frontage.

I hope this advice proves helpful and welcome any further queries you may have.

Kind regards,

Joe

Joe Douglas

Director / Principal Town Planner

www.exurban.com.au

From: Joe Douglas

Sent: Monday, 24 April 2023 2:55 PM

To: Donna M George <dceo@wagin.wa.gov.au>

Cc: Shire of Wagin <shire@wagin.wa.gov.au>

Subject: RE: Development Application

Hi Donna,

Thanks for your email below. I hope you are well. Welcome to the 'hot seat' whilst Ian is away.

I can confirm a DA is not required for any works and/or uses by the Shire given the exemption afforded by section 6 of the *Planning and Development Act 2005* as it applies to public works by all local, State and Commonwealth government agencies.

The Shire is however obliged under the aforementioned Act to consider any specific requirements of its local planning framework, including the Shire of Wagin Local Planning Scheme No.2 and any associated local planning policies, before proceeding with any development.

I've attached a copy of the Shire's policy entitled 'Use of Sea Containers & Transportable Structures' which is no doubt relevant to what's proposed.

If you provide the relevant property address details for where the sea container is proposed to be sited I can confirm if there are any standards or requirements in Local Planning Scheme No.2 that may be applicable, particularly boundary setbacks.

I hope this advice proves helpful and welcome any further queries you may have.

Kind regards,

Joe

Joe Douglas

Director / Principal Town Planner

www.exurban.com.au

From:
Sent: Wednesday, 10 May 2023 9:48 AM
To: Donna M George; 'Amelia Barton'
Cc: 'Fiona Dawson'; Shire of Wagin; Callum Ballantyne
Subject: RE: Installation of Sea Container

Morning Donna,

I wish to advise on behalf of the Wagin Ag society that we have no issue with the placement of a sea container onto the proposed site.

Kind regards
Paul Powell
President

From: Donna M George <dceo@wagin.wa.gov.au>
Sent: Monday, May 8, 2023 1:31 PM
To: Amelia Barton <secretary@woolorama.com.au>
Cc: Paul Powell Fiona Dawson Shire of Wagin <shire@wagin.wa.gov.au>; Callum Ballantyne
Subject: Installation of Sea Container
Importance: High

Good Afternoon,

We are seeking the approval of the Wagin Arthur Districts Agricultural and Horticultural Industrial Society to install a 40 foot sea container near the current Hockey/Cricket Club rooms to provide these sporting groups with an alternate location.

Communication with the planning consultant has identified that, as the area “is a Crown Grant in Trust owned by the Shire of Wagin that may only be developed and use for agricultural and recreational purposes”, we understand that we are meeting all the requirements regarding the use of the land.

As you are aware, the current venue is no longer fit for purpose and demolition is planned for the venue. To provide the 2 sporting groups with another club location to meet, store gear and use as their base, we have identified the short term resolution of purchasing a 40 foot sea container which will sit near the current venue to meet these needs for the clubs.

I have attached a preview of the approximate location, this was chosen to meet a variety of requirements:

- Near enough to sporting grounds for ease of access
- Next to power pole for electrical connection
- Out of the way of vehicle entry to oval – trots etc
- Out of the way for future demolition

Please advise approval in writing this week, ending 12 May, so we can present proposal to council and arrange the purchase and delivery, ground works and electrical connection for their hockey season.

Council have a policy specific to sea containers attached for your reference.

Thank you for your consideration of this item.
Kind Regards

Donna George
Acting Deputy Chief Executive Officer

Shire of Wagin
2 Arthur Road, Wagin, WA, 6315

Ph: 08 9861 1177

E: dceo@wagin.wa.gov.au



www.wagin.wa.gov.au

Wagin is home of the Giant Ram and Wagin Woolorama

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



Application C143025

WESTERN



AUSTRALIA

Volume 1311 Folio 63

1590 969

INCLUDES CLOSED ROAD

CERTIFICATE OF TITLE

**LAND ACT 1933
CROWN GRANT CONTAINS
A TRUST**

UNDER THE "TRANSFER OF LAND ACT, 1893" AS AMENDED

I certify that the person described in the First Schedule hereto is the registered proprietor of the undermentioned estate in the undermentioned land subject to the easements and encumbrances shown in the Second Schedule hereto.

Dated 18th May, 1981

Lundonough
REGISTRAR OF TITLES



ESTATE AND LAND REFERRED TO

Estate in fee simple in Wagin Town Lots 331, 332, 333, 334, 335, 336, 337 and 653, delineated and coloured green on the map in the Third Schedule hereto, limited however to the natural surface and therefrom to a depth of 60.96 metres.

To be used and held upon trust solely for agricultural and recreation purposes in connection with the Wagin Arthur Districts Agricultural and Horticultural Industrial Society.

FIRST SCHEDULE (continued overleaf)

Shire of Wagin of Wagin.

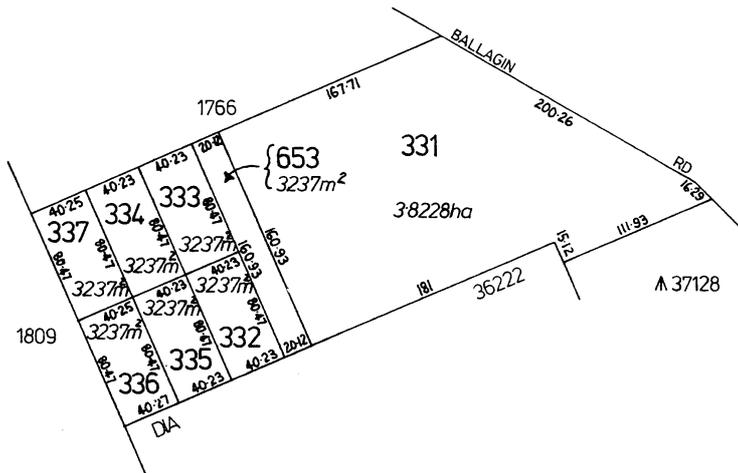
SECOND SCHEDULE (continued overleaf)

NIL

Lundonough
REGISTRAR OF TITLES

THIRD SCHEDULE

SCALE 1:4000
INDEX PLAN NORRING 2000 20.35
TOTAL AREA 60887ha
JH



PERSONS ARE CAUTIONED AGAINST ALTERING OR ADDING TO THIS CERTIFICATE OR ANY NOTIFICATION HEREON

NOTE: RULING THROUGH AND SEALING WITH THE OFFICE SEAL INDICATES THAT AN ENTRY NO LONGER HAS EFFECT. ENTRIES NOT RULED THROUGH MAY BE AFFECTED BY SUBSEQUENT ENDORSEMENTS.

72009/12/77-45M-S/2860

FIRST SCHEDULE (continued) NOTE: RULING THROUGH AND SEALING WITH THE OFFICE SEAL INDICATES THAT AN ENTRY NO LONGER HAS EFFECT. ENTRIES NOT RULED THROUGH MAY BE AFFECTED BY SUBSEQUENT ENDORSEMENTS.

REGISTERED PROPRIETOR	INSTRUMENT		REGISTERED	TIME	SEAL	INITIALS
	NATURE	NUMBER				

SECOND SCHEDULE (continued) NOTE: RULING THROUGH AND SEALING WITH THE OFFICE SEAL INDICATES THAT AN ENTRY NO LONGER HAS EFFECT. ENTRIES NOT RULED THROUGH MAY BE AFFECTED BY SUBSEQUENT ENDORSEMENTS.

PARTICULARS	REGISTERED	TIME	SEAL	INITIALS	CANCELLATION	NUMBER	REGISTERED OR LODGED	SEAL	INITIALS

CERTIFICATE OF TITLE VOL. 1590 969



11.2.3 WAGIN BUSHFIRE BRIGADE

PROPONENT:	Wagin Bushfire Fire Brigade Committee
OWNER:	Not Applicable
LOCATION/ADDRESS:	Whole of District
AUTHOR OF REPORT:	Donna George, Acting Deputy Chief Executive Officer
SENIOR OFFICER:	Ian McCabe, Chief Executive Officer
DATE OF REPORT:	2 May 2023
PREVIOUS REPORT(S):	17 March 2022
DISCLOSURE OF INTEREST:	NIL
FILE REFERENCE:	ES.VO.1
STRATEGIC DOCUMENT REFERENCE:	
ATTACHMENTS:	NIL

COMMITTEE AND OFFICER RECOMMENDATION

Moved Cr

Seconded Cr

That Council:

1. Approve and endorse the following nominated officer bearers for the Wagin Bushfire Brigades:
 - Chief Bushfire Control Officer – X White – elected unopposed.
 - Deputy Chief Bushfire Control Officer 1 – W Brockway – elected unopposed.
 - Deputy Chief Bushfire Control Officer 2 – C Piesse – elected unopposed.

2. Request the local government, through the CEO, liaise with other local governments, West Australian Local Government Association (WALGA) and the Department of Fire and emergency Services (DFES), to lobby for improvements to the new Australian Fire Danger Rating System (AFDRS), including consideration of change to the CSIRO Fire Danger Index.

3. Approve the following nominated Fire Control Officers as named:
 - S Angwin
 - B Becker
 - W Brockway
 - C Clifton
 - C Goldsmith
 - R Goldsmith
 - L Lucas



- I McDougall
- C Piesse
- B Robinson
- A Rowell
- T Storer
- G Thompson
- P Ward
- X White
- CEO – Shire of Wagin

4. Approve the following Shire Officers for the issue of Town Fire Permits:

- Z Enright
- D George
- D Stephens

5. Approve and endorse the following nominated Brigade Captains as named:

- Badjarning – C Clifton
- Ballaying – X White
- Cancanning – A Rowell
- Lime Lake – W Brockway
- Piesseville – R Goldsmith
- Wedgecarrup – I McDougall
- Wagin Town – T Cook

6. Approve and endorse the nominated Fire Weather Committee as named:

- R Goldsmith
- I McDougall
- C Piesse
- S Angwin
- W Brockway
- X White
- A Rowell

7. Approve and endorse the following nominated Dual Fire Control Officers as named, providing written advice to each affected local government:

- Dumbleyung – A Angwin and X White
- Narrogin – R Goldsmith and C Piesse
- Woodanilling – W Brockway and I McDougall
- Williams – C Piesse
- West Arthur – B Robinson
- Wickepin – S Angwin



8. Approve and endorse the nominated Clover Burning Permit officer as named:

- **X White – Chief Bushfire Control Officer**

Carried 0/0

BRIEF SUMMARY

The Wagin Bushfire Advisory Committee (BFAC) held their Annual General and General meetings on Tuesday 11 April at the Shire administration office.

The BFAC meets annually to review committee positions and discuss new and relevant information related to Bushfire. References should be made to the minutes of these meetings detailed elsewhere in this agenda.

BACKGROUND/COMMENT

West Australians in rural and pastoral areas rely heavily on Bush Fire Brigades for protection against the threat and devastation of fire. Over 19,500 bush fire service volunteers protect WA from bushfires through fire prevention and risk management, fire suppression and fire safety education.

Wagin has over 260 volunteers within the Shire who are working towards ensuring safety of the area in relation to fires and mitigation.

In the past five years the shire has been impacted by over 990 fires, which have been dealt with by our volunteer brigade members.

The ongoing commitment by the BFAC and the many volunteers is greatly appreciated by the local government and the community and sincere thanks are extended to all who contribute to this important service.

The committee also put forward to formally thank Ross Goldsmith for his many years of service to the brigades and the safety of the community as a whole. Best wishes are extended to Ross and Carol Goldsmith for their long and continuing contributions to community safety.

CONSULTATION/COMMUNICATION

Chief Executive Officer and staff of the Shire of Wagin.

STATUTORY/LEGAL IMPLICATIONS

Local Government Act 1995; Bush Fires Act 1954; relevant regulations.

POLICY IMPLICATIONS

No direct policy implications.

FINANCIAL IMPLICATIONS

There are no direct financial implications to this report.



STRATEGIC IMPLICATIONS

Reference to and implementation of the Shire of Wagin strategic Community Plan, Shire of Wagin Corporate Business Plan, Shire of Wagin Disability Access and Inclusion Plan.

VOTING REQUIREMENTS

Simple Majority.



11.3 MANAGER OF WORKS

11.3.1 WORKS AND SERVICES REPORT – MAY 2023

PROPONENT:	Not Applicable
OWNER:	Not Applicable
LOCATION/ADDRESS:	Whole of District
AUTHOR OF REPORT:	Allen Hicks, Manager of Works
SENIOR OFFICER:	Ian McCabe, Chief Executive Officer
DATE OF REPORT:	16 May 2023
PREVIOUS REPORT(S):	06 April 2023
DISCLOSURE OF INTEREST:	Nil
FILE REFERENCE:	CM.CO.1
STRATEGIC DOCUMENT REFERENCE	2022/23 Approved Budget
ATTACHMENTS:	1. Plant report 2. Status Report

OFFICER RECOMMENDATION

Moved Cr

Seconded Cr

That Council

- 1. Receive the Manager of Works Officers Report as presented.**

Carried 0/0

BRIEF SUMMARY

This item is a regular report from the Manager of Works.

BACKGROUND/COMMENT

CONSTRUCTION CREW:

- Angwins road gravel sheet a 2km section and install 300mm culvert south of Dwelyerdine road.
- Reseal on Jaloran 1km section north of Warnocks road.
- Badgarning Dam remove trees and installed gravel road into new water tank.
- Works crew carried out building maintenance works.

UPCOMING WORKS:

- Construct, cement stabilise and seal shoulders 3.1km section of Dongolocking Road
- Construct concrete footpath on Tarbet Street, from Tudhoe to Trimdon Street.



ROAD MAINTENANCE:

The Works crew have attended public requests, general road maintenance issues including blow outs on unsealed roads and fallen trees as they arise.

Maintenance grading school bus routes and removing suckers on road verges as weather permits.

TOWN MAINTENANCE:

The town crew have been undertaking community requests, removing fallen trees, cleaning out culverts and drains, patching potholes and other works as required. Seedlings have been planted in various location and pots around town.

PLANT / MACHINERY:

General servicing of small and large plant has been carried out by Shire staff, major servicing and mechanical repairs to be carried out by Marley Diesel and Ag as required.

CONSULTATION/COMMUNICATION

Chief Executive Officer

STATUTORY/LEGAL IMPLICATIONS

No direct implications to this item

POLICY IMPLICATIONS

No direct implications to this item

FINANCIAL IMPLICATIONS

This expenditure has been budgeted.

STRATEGIC IMPLICATIONS

These assets are required for works in the community

VOTING REQUIREMENTS

Simple Majority

PLANT REPORT				May-23		
PLANT	OPERATOR	PURCHASE DATE	KM / HOURS	SERVICE DUE	REGO	COMMENTS
ISUZU D-MAX WAGON P-01	D GEORGE	29/10/2019	52,893	61,000	W.1	
ISUZU D-MAX WAGON P-02	I MCCABE	1/11/2018	110,481	114,000	W.001	
ISUZU D MAX P-04	A HICKS	17/11/2020		65,000	W.1008	Service Due
TOYOTA KLUGER - P-05	P VAN MARSEVEEN	13/10/2021		15,000	W.1479	
WCM LOADER P-09	REFUSE SITE	30/06/2012		1/03/2023	W.10292	Unservicable
CAT GRADER P-10	J PRAETZ	14/01/2021	2,771	3,000	W.284	
KOMATSU LOADER P-11	G EVANS	21/03/2018	5,240	5,220	W.10707	Service Due
KOMATSU GRADER P-12	C WARREN	15/01/2019	5,053	5,081	W.041	
KOMATSU EXCAVATOR P-13	VARIOUS	10/12/2021	232	250		
ISUZU TRUCK P-14	S HISKINS	3/12/2019	93,888	100,580	W.1002	
BOMAG ROLLER P-15	VARIOUS	3/01/2008	10,659	10,650	W.7862	Service Due
ISUZU TRUCK P-16	VARIOUS	19/10/2010	115,219	115,562	W.1012	
MAHINDRA P-17	M WUBBELS	21/03/2022	7,102	10,000	W.10955	
KUBOTA MOWER P-18	M TITO	31/10/2019	443	521		
VIBE ROLLER P-19	VARIOUS	3/01/2008	2,188	2,100	W.841	Service Due
JOHN DEERE P-20	VARIOUS	9/02/2006	4,304	1/02/2024	W.9618	
ISUZU P-21	C WARREN	17/03/2017	90,041	95,000	W.676	
JOHN DEERE P-22	S SICELY	10/08/2016	588	600	W.487	
TOYOTA UTE P-24	M TITO	17/11/2020	21,368	26,000	W.1010	
TOYOTA UTE P-25	S SICELY	25/11/2020	25,562	28,000	W.1001	
TRITON UTE P-26	J PRAETZ	14/11/2014	96,338	110,000	W.1022	
MAHINDRA P-38	L STANBRIDGE	13/01/2023	2,219	5,000	W.1044	
BOBCAT P-39	VARIOUS	17/09/2013	4,053	4,112	W.10553	
ISUZU TRUCK P-40	J CHAMBERLAIN	29/03/2019	111,270	117,758	W.437	
ISUZU TRUCK P-42	VARIOUS	6/02/2014	189,086	193,000	W.1015	
TORO MOWER P-43	M TITO	12/09/2013	1,240	1,282		
CAT BACKHOE P-47	VARIOUS	21/09/2015	6,311	6,630	W.10552	
TENNANT SWEEPER P-48	D HOYSTED	16/10/2015	2,123	2,120	W.10554	Service Due
MULTIPAC ROLLER P-49	VARIOUS	9/01/2017	4,675	4,657	W.860	Service Due
TOYOTA UTE P-50	T SIMMS	15/12/2017	59,958	60,000	W.924	Service Due
FORKLIFT P-51	VARIOUS	30/11/2018	16,488	1/04/2023	W.10729	Service Due
KUBOTA RTV P-52	VARIOUS	31/10/2019	640.1	680		
ROVER MOWER P-53	VARIOUS	5/09/2022	128	200		
TOYOTA UTE P-85	G ARNOLD	29/10/2020	19,759	25,000	W.863	
TOYOTA UTE P-94	D HOYSTED	23/10/2019	61,128	65,000	W.10796	

Seq. #	Date	Resolution #	KRA and Description	Actions	Status	Comments
1	1-Dec-21	4698	Local Roads and Community Infrastructure (round 3)	That the following projects be submitted as part of the Shire's LRCIP Phase 3 allocation of \$687,924:	-	-
2			2.1 Improve roads	Roadworks – Culverts - \$60,000	In progress; completion by June 2023 90% completed	Concrete upgrade to floodways; allocation later increased to \$100,000,
3			2.1 Improve roads; unused funding allocation \$10,000	Kerbing – Ware Street Wagin from Ventnor Street to Arnott Street (single side) - \$10,000 – previously unallocated phase three funding	COMPLETE	Scheduled late March 2023
4	27-Sep-22	4865	5.3 Sustainable resources: Purchase and sale of Trucks	That action be taken to purchase the following vehicles outright, without trade: <ul style="list-style-type: none"> · Tip Truck (Approx. 13 tonne); And to dispose of the following units once the new units have been delivered: <ul style="list-style-type: none"> · Dual Cab Truck · Tip Truck (Approx. 6 tonne) · 2013 Isuzu Tip Truck (P42) · 2016 Isuzu Tip Truck (P 16) · 2016 Isuzu Dual Cab (P 21) 	In progress	Item 11.1.5 20 December 2022; decisions 4907, 4908, 4909: the structure of WALGA's online vendorpanel application does not allow the acceptance of purchases from all three tenderors; consequently, new individual request for quotes will be posted in January 2023 and returned to council February 2023. Vehicles ordered; delivery to be advised 20 March 2023



11.4 MANAGER OF FINANCE

Nil

11.5 TOWN PLANNER REPORT

Nil

12 ANNOUNCEMENTS OF PRESIDENT AND COUNCILLORS

13 URGENT BUSINESS INTRODUCED BY DECISION OF THE MEETING

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

15 CLOSURE