

# SHIRE OF WAGIN



## MINUTES OF THE ORDINARY COUNCIL MEETING HELD ON 21<sup>st</sup> FEBRUARY 2006

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**SHIRE OF WAGIN**

Minutes of the Ordinary Council meeting of Council held in the Council Chambers  
Tuesday 21<sup>st</sup> February 2006.

**1. Declaration of Opening**

The Shire President Cr Brockway declared the meeting open at 7.04pm.

**2. Attendance, Apologies and Leave of Absence (Previously Approved)**

<b>Present:</b>	Cr M J Brockway	President
	Cr R P Johnson	Member
	Cr D K Morgan	Member
	Cr A C Dohle	Member
	Cr J L C Ballantyne	Member
	Cr I C Cumming	Member
	Cr E N Pugh	Member
	Cr K M Draper	Member
	Cr P J Blight	Member
	Cr A P Scanlon	Member
<b>Staff:</b>	Mr B K Fisher	Acting Chief Executive Officer
	Mr D A Archer	Principal Environmental Health Officer/ Building Surveyor
	Mr A D Hicks	Manager of Works
	Mr B A Roderick	Senior Finance Officer
<b>Visitors:</b>	Mr Ian Menzies	
	Ms Christina Pailthorpe	
	Ms Sally Thomson	
	Mr Arthur Kershaw	
	Mrs Judy Kershaw	

**Apologies:**

**Leave of Absence:** Cr H D Rowell

**3. Response to Previous Public Questions Taken on Notice**

Nil

**4. Public Question Time**

Nil

**5. Application for Leave of Absence**

Nil

**6. Public Forum (Petition/Deputation/Presentation)**

Christina Pailthorpe of the Roadside Conservation Committee and Sally Thomson from the Wagin/Woodanilling Landcare Zone gave a presentation to Council regarding conservation of Councils roadside reserves. They explained that extensive surveys have been completed in 2005 to identify Councils high value conservation and low value conservation roadside reserve. A map of Councils road reserve has been produced identifying these areas.

Ian Menzies from the Wagin Agricultural Society addressed Council regarding the proposed new shed and new roof structure at the Wagin Showgrounds. He explained to Council that funding sources have been obtained to build these structures and this funding has only just come to fruition which is why these requests to Council are so late.

He also outlined that the shed will be utilised for storage all year round and the new permanent roof structure will provide valuable shade over the Gourmet 2 area during Woolorama.

**7. Confirmation of previous Meeting Minutes****Council Resolution****151 Cr RP Johnson/Cr IC Cumming**

That the Minutes of the Ordinary Council Meeting held on 20<sup>th</sup> December 2005, the Minutes of the Special Council Meeting held on 5<sup>th</sup> January 2006 and the Minutes of the Special Council Meeting held on 23<sup>rd</sup> January 2006 be confirmed as a true and correct record.

**CARRIED**

Vote 10/0

**8. Disclosures of Financial and other interests**

Councillor Brockway declared a financial interest in item 9.1.4.

Councillor Draper declared an impartiality interest to item 9.2.4.

The Acting Chief Executive Officer Mr Braden Fisher declared a impartiality interest in item 9.2.8.

**9. Reports of Committee's and Officer's**



## 9.1 Health, Building and Planning

<b>9.1.1</b>	<b>Camping Overflow Woolorama 2006</b>
<b>Location:</b>	<b>Lot 652 Scadden Street Wagin – Public Purpose - Western Power</b>
<b>Proponent:</b>	<b>Staff</b>
<b>Reporting Officer:</b>	<b>Principal Environmental Health Officer/Building Surveyor</b>
<b>File:</b>	<b>637, PRO 3</b>

### Summary

To cater for the additional demand for camping sites during Woolorama facilities and sites are available on Lot 652 Scadden Street Wagin which is currently occupied by St' John Ambulance.

### Background

Traditionally Rowena Pugh organises and manages this site which to date has operated successfully.

### Comment

Under the Caravan Parks and Camping Regulations 1997 use of an overflow area is to be approved by Council for a specific period.

**Statutory Environment:** Caravan Park and Camping Grounds  
Regulations 1997

**Policy Implications:** Nil

**Budget Implications:** Nil

### Officer's Recommendation

Council approve the use of Lot 652 Scadden Street Wagin for overflow camping for the period Thursday 9<sup>th</sup> March 2006 to Sunday 12<sup>th</sup> March 2006 subject to the Caravan Park caretaker organising rubbish disposal and cleaning of the St' John Ambulance facilities.

### Council Resolution

**152 Cr DK Morgan/Cr PJ Blight**

That the Officer Recommendation be adopted.

**CARRIED**  
Vote 10/0

<b>9.1.2</b>	<b>Temporary Telephone Base</b>
<b>Proponent:</b>	<b>Telstra Corp Ltd</b>

**Location:** Recreation Centre – Sportsground Wagin –  
Zoned Recreation  
**Reporting Officer:** Principal Environmental Health Officer/Building  
Surveyor  
**File:** PRO 14

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**Summary**

Council requested a rental fee of \$2,000 for allowing installation of the mobile telephone base.

**Background**

This item was considered by Council on 20<sup>th</sup> December 2005 and the proponent notified of the resolution.

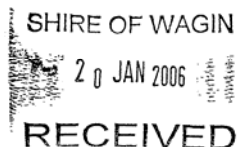
**Comment**

Subsequently the technical group acting on behalf of Telstra have responded;

PRO 14

United Group Services Pty Ltd  
ABN 77 074 196 991  
GPO Box P1233  
Perth WA 6844  
Level 13, 140 St Georges Terrace  
Perth WA 6000  
Australia  
Telephone: +61 8 9324 6333  
Facsimile: +61 8 9324 6300

[www.unitedgroup.com.au](http://www.unitedgroup.com.au)



17 January 2006

Attn: Mr DA Archer  
Principal Environmental Health Officer  
Shire of Wagin  
Administration Centre  
PO Box 200  
Wagin WA 6315

Dear Dennis

Re: Proposed Telstra Mobile Base Station at Wagin Sportsground

Thankyou for your recent response to our letter dated 28 October 2005 providing sign off to the drawings and access for construction in respect to the above proposal and your concurrence to the Telstra proposal.

We write at Telstra's in regard to the rental figure nominated whereby Telstra believe as the proposed site initially is a temporary facility and is assisting the Shire of Wagin for the "special event" and is not intended to be in use on a full time basis at this point of time. Telstra are prepared to offer \$200 per annum initially and will agree to increase the annual rental to \$2,000 per annum upon confirming Telstra require the facility on a full time basis, at that time arrangements will be made to vary the agreement.

We would request you please give consideration to our request in this instance to enable us to advise Telstra accordingly. We look forward to your early response.  
Yours Sincerely

A handwritten signature in cursive script, appearing to read "D Hill".

David Hill  
Site Acquisition Manager  
United Group Services

From my discussions with the installers I gather this facility will always be temporary as its coverage is of the Sportsground / Showground only.

In the spirit of assisting to upgrade services for the event perhaps the rental figure of \$2,000 was a little high, but surely \$200 is too low therefore I suggest in response to their concern that we will reduce our annual fee to \$750 and that fee will be reviewed after two (2) years.

**Statutory Environment:** Nil

**Policy Implications:** Nil

**Budget Implications:** \$750 annual rental suggested in lieu of \$2,000 sought in December 2005.

### **Officer's Recommendation**

That Council grant approval to Telstra Corp Ltd to establish a temporary mobile phone base station to be attached to the south/west end of the Recreation Centre consistent with the submission dated 6<sup>th</sup> December 2005 and request an annual rental of \$750 to be reviewed after two (2) years.

### **Council Resolution**

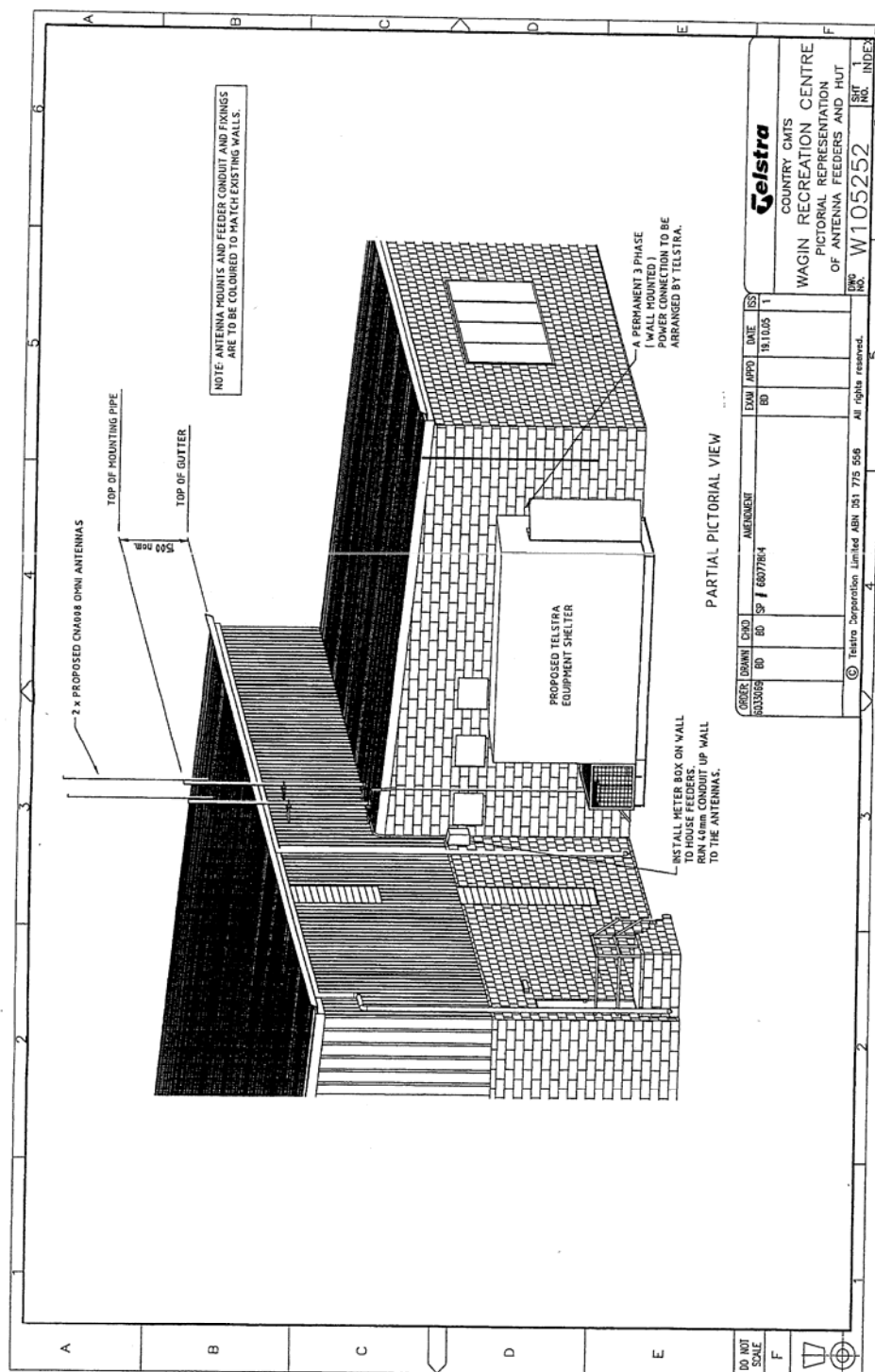
#### **153 Cr KM Draper/Cr DK Morgan**

That Council grant approval to Telstra Corp Ltd to establish a temporary mobile phone base station to be attached to the south/west end of the Recreation Centre consistent with the submission and request an annual rental of \$200 to be reviewed after two (2) years.

**CARRIED**  
Vote 10/0

*Note: Reason for difference Council resolved to change the annual rental fee to \$200 in line with Telstra's submission.*

II



<b>9.1.3</b>	<b>Pedestrian Access Way</b>
<b>Proponent:</b>	<b>Department of Education and Training</b>
<b>Location:</b>	<b>Reserve 31699 – vested in the Shire of Wagin as a Pedestrian Way</b>
<b>Reporting Officer:</b>	<b>Principal Environmental Health Officer/Building Surveyor</b>
<b>File:</b>	<b>WRK 9/2</b>

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### **Summary**

The proponent would like the Shire to relinquish vesting of the Reserve so that it may be revested for their purposes.

### **Background**

The proponent states “This Reserve bisects the Wagin District School site and severely restricts use of that area of the school for placement of any educational infrastructure”.

### **Comment**

From the satellite photograph a row of large trees is on the eastern side of the access way.

In discussion with the proponent who stated the intention was not to remove the trees then it seems unlikely our access way will restrict their future infrastructure.

From further discussion I gained the impression that persons accessing this thoroughfare may be of greater concern to them and possibly the erection of a fence may meet their purpose yet maintain the option of reopening the access way should we so require.

Section 3.54 of the Local Government Act 1995 allows Council to control and manage Reserves vested to it.

Should Council consider restricting access to this pedestrian way it would be prudent to give notice of intention and invite public comment prior to making a decision and expect the proponent to be responsible for all costs associated with the fencing including ongoing maintenance.

**Statutory Environment:** Local Government Act 1995

**Policy Implications:** Nil

**Budget Implications:** Nil

### **Officer's Recommendation**

That Council advise the Department of Education and Training that subject to public support approval to restrict public access to Reserve 31699 Wagin is granted on the provision that:

- 1) The agreement can be terminated by either party by giving three months written notice.

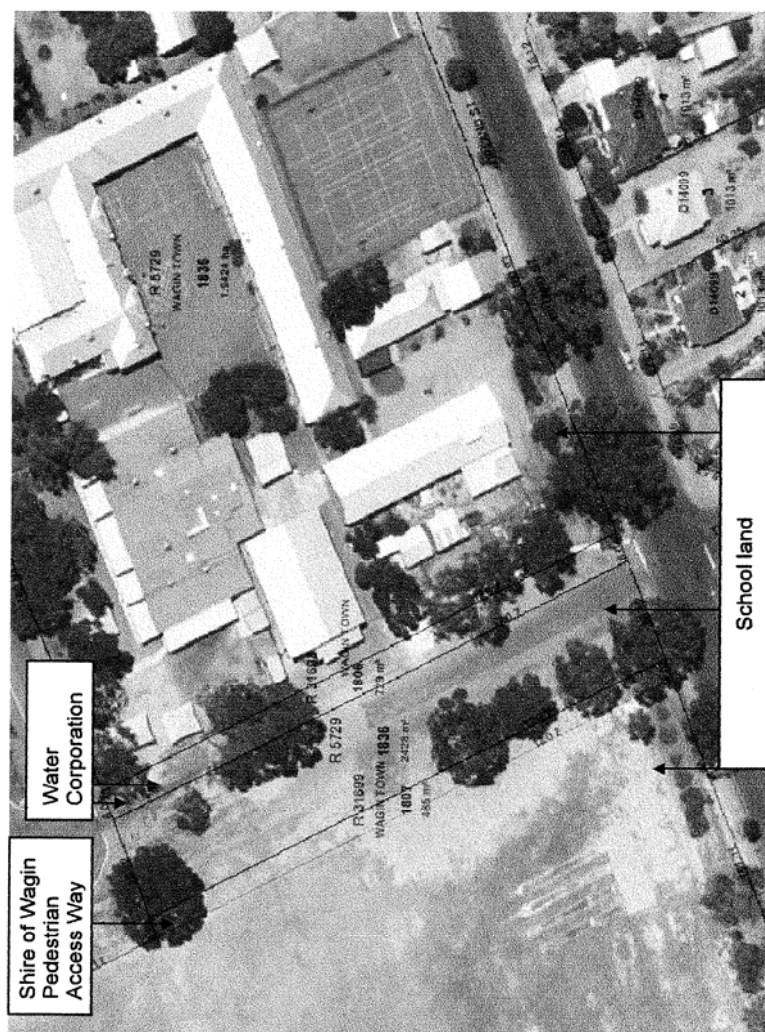
- 2) All costs associated with restricting access shall be borne by the Department of Education and Training.
- 3) Council and its employees shall be indemnified against any claims resulting for restricting access to Reserve 31699 Wagin.

**Council Resolution**

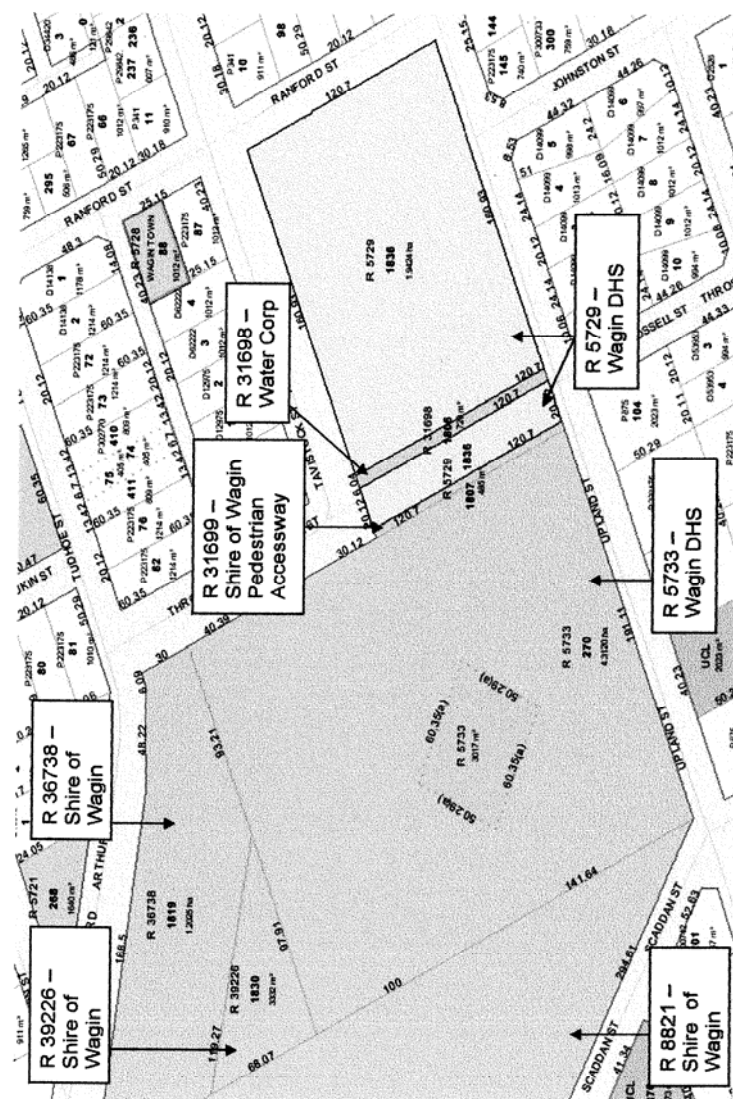
**154 Cr PJ Blight/Cr EN Pugh**

That the Officer's Recommendation be adopted.

**CARRIED**  
Vote 9/1







Councillor Brockway declared a financial interest in item 9.1.4 and left the meeting at 7.56pm. Cr Johnson chaired the meeting in the absence of the Shire President.

<b>9.1.4</b>	<b>Family Day Care Business</b>
<b>Proponent:</b>	<b>J Nalder</b>
<b>Location:</b>	<b>Lot 136 (No 12) Strickland Street Wagin – Zoned Residential R30</b>
<b>Reporting Officer:</b>	<b>Principal Environmental Health Officer/Building Surveyor</b>
<b>File:</b>	<b>190</b>

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### **Summary**

The proponent wishes to establish a Family Day Care service.

### **Background**

The proponent intends to utilise the facilities within her residence to cater for a maximum of four (4) children under the age of four (4) years and one (1) child of preschool age (5 years) and two (2) school aged children.

The proponent is required to be licensed by the Department of Health and Family Services who assess the suitability of the residence and the applicant's credentials.

Council is responsible for planning considerations.

### **Comment**

Such use is not specifically mentioned in our Town Planning Scheme however Council may consider an unlisted use on the basis of consistent orderly planning which preserves the amenities of the locality.

Council has to my knowledge approved two (2) similar applications for Family Day Care service, within the Residential zone and both have operated without complaint.

I have inspected this residence and believe such a business could operate successfully within accompanying this proposal is letters of support from the two (2) adjoining property owners.

Before granting approval Council normally invite comment from the adjoining premises which I believe should be sought in this application.

**Statutory Environment:** Town Planning Scheme No 2

**Policy Implications:** Nil

**Budget Implications:** Nil

### **Officer's Recommendation**

That Council approve the use of Lot 136 (No 12) Strickland Street Wagin to be used as a Family Day Care Service subject to :-

- 1) The proponent obtaining all necessary approvals to conduct such a business.
- 2) Approval will lapse if not substantially established within two (2) years of Council planning approval.

**Council Resolution**

**155 Cr IC Cumming/Cr EN Pugh**

That the Officer's Recommendation be adopted.

**CARRIED**  
Vote 9/0

Councillor Brockway returned to the meeting at 7.58pm and resumed the Chair.



Councillor Morgan left the meeting at 7.57pm.

<b>9.1.5</b>	<b>Proposed Verandah</b>
<b>Proponent:</b>	<b>Department of Agriculture</b>
<b>Location:</b>	<b>Department of Agriculture Pavilion (Former shearing shed) – Showgrounds Complex – Recreation reserve Wagin</b>
<b>Reporting Officer:</b>	<b>Principal Environmental Health Officer/Building Surveyor</b>
<b>File:</b>	<b>PRO 14</b>

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### **Summary**

The proponent wishes to erect a 16m x 4m verandah to cover the main entrance to the building on the southern side.

### **Background**

The building was formerly the Shearing Complex.

### **Comment**

The structure which will be similar in material to existing will enhance the appearance of the building and provide additional weather protected areas.

A plan by a registered builder accompanies this application.

The buildings on the northern side of the access road through the Showgrounds are exclusively used by Woolorama and to refer this proposal to other ground users I believe is not necessary as such an extension will not limit their use of the grounds.

**Statutory Environment:** Nil

**Policy Implications:** Applications for development at the Showgrounds are normally referred to a Committee responsible for such proposals, but at present no Committee exists.

**Budget Implications:** Nil

Councillor Morgan returned to the meeting at 7.59pm.

### **Officer's Recommendation**

That Council approve the application by the Department of Agriculture to construct a 16m x 4m verandah to be attached to the southern side of the Department of Agriculture shed at the Showgrounds subject to :-

- 1) Erection by competent tradespersons
- 2) Development consistent with the plans submitted, dated 1<sup>st</sup> February 2006.

- 3) Approval will lapse if not substantially completed within the two (2) years from the date of Council planning approval.

**Council Resolution**

**156 Cr AC Dohle/Cr KM Draper**

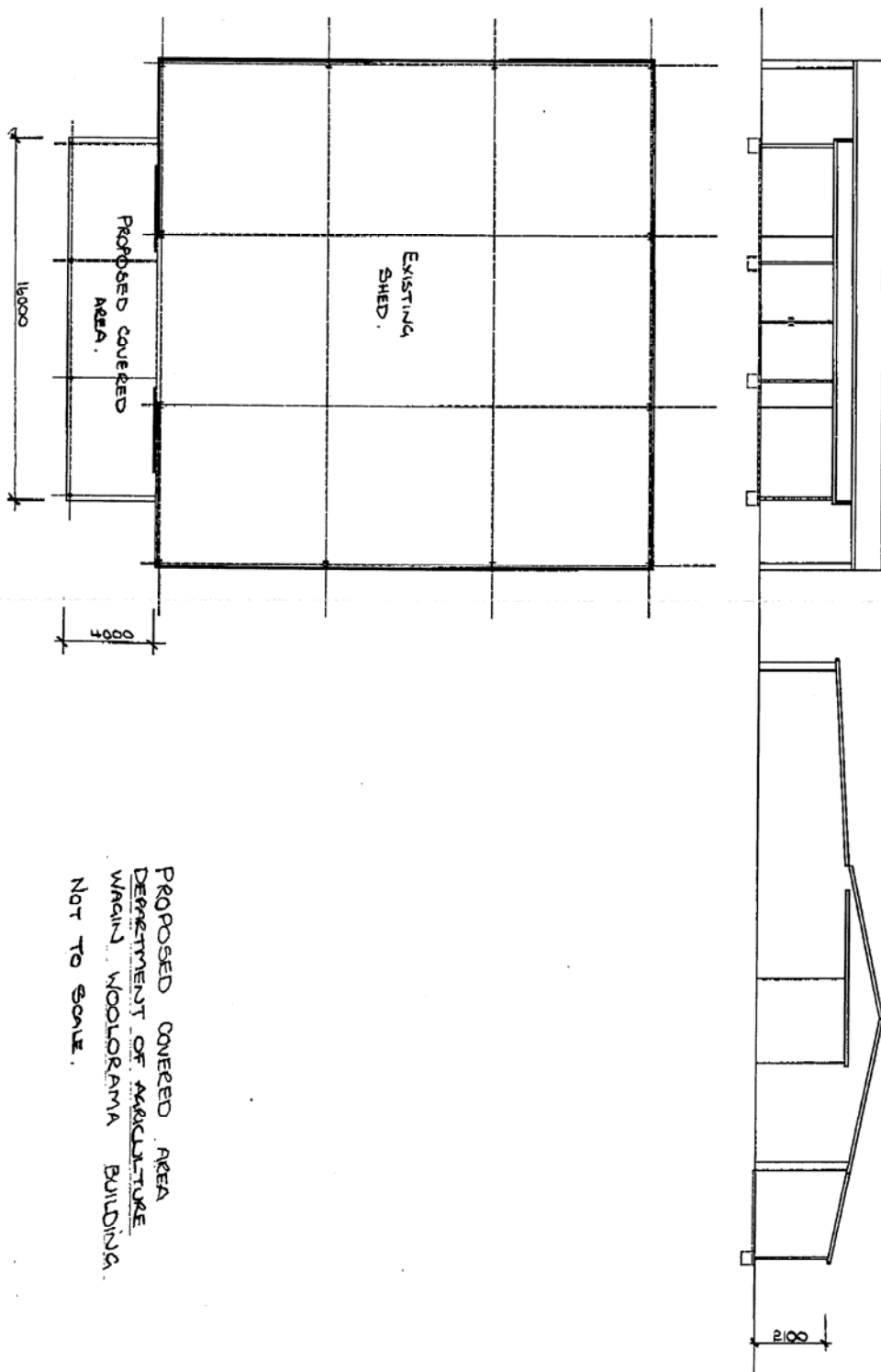
That the Officer's Recommendation be adopted.

**CARRIED**  
Vote 10/0

01/02 '06 WED 09:36 FAX 93680825

ASSET MANAGEMENT

002



01/02 '06 WED 09:36 FAX 93680825

ASSET MANAGEMENT

31-JAN-2006 TUE 17:32 DEPT OF AG KATANNING

FAX NO. 0898213334

P. 02 001

31/01/2006 11:36 8898611255

S&amp;SJ SCARDETTA

PAGE 81

93680825

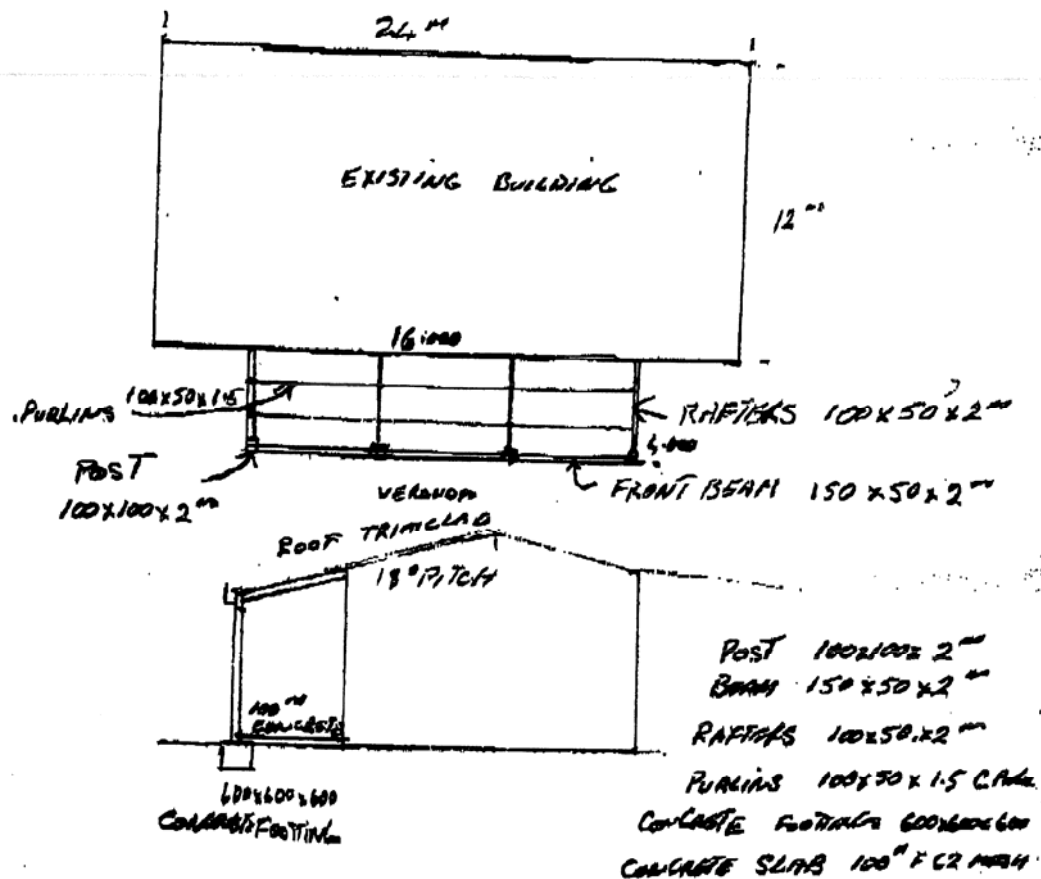


**S & SJ SCARDETTA**  
**BUILDER Reg No. 8889**  
**& WAGIN PREMIX**

12 Una Street  
 Wagin WA 8315

Ph (08) 9881 1244  
 Fax (08) 9881 1255  
 Mobile Ph: 0409 108 346

TO: *PMM.*  
 FROM: *S&SJ*  
 SUBJECT: *EXTENSION TO SHED WAGIN*  
 DATE: *31-01-06.*  
 NO. OF PAGES (INCLUDING HEADER):





<b>9.1.6</b>	<b>Tender for the New Residence</b>
<b>Proponent:</b>	<b>Staff</b>
<b>Location:</b>	<b>Lot 55 Khedive Street Wagin – zoned Residential R17.5</b>
<b>Reporting Officer:</b>	<b>Principal Environmental Health Officer/ Building Surveyor</b>
<b>File:</b>	<b>TEN 2</b>

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### **Summary**

Council has called Tenders for the construction of a new residence.

### **Background**

Council in May 2005 tendered this residence, simultaneously with renovation of the Administration Centre and the lowest tender for the residence being \$344,000 was rejected.

The project was re-tendered in October 2005 and the house came in at \$334,000 but was similarly rejected and staff authorised to re-tender the residence.

### **Comment**

At the close of tenders 13<sup>th</sup> February 2006 Council had received one tender from A J & J D Scardetta being for \$382,800 including GST.

It is disappointing that despite broad advertising the project is receiving little interest.

I am concerned that the project is becoming more expensive than Councillors may have expected and suggest other options be considered such as selecting an alternative plan or purchasing an existing residence. As there is no immediate urgency in upgrading our housing stock I believe there is an opportunity for the Health and Building Committee to re-evaluate the project with the intention of reducing the overall cost.

**Statutory Environment:** Local Government Act 1995

**Policy Implications:** Nil

**Budget Implications** The construction of a new residence is identified in the 2005/2006 budget.

### **Officer' Recommendation**

The Council

- 1) advise A J & J D Scardetta that their Tender 6-05/06 being for the construction of a new residence for a price of \$382,800 is not accepted.
- 2) request the Health and Building Committee to re-evaluate the project in particular examining if another option for obtaining an additional residence exists.

**Council Resolution**

**157 Cr PJ Blight/Cr EN Pugh**

That the Officer's Recommendation be adopted.

**CARRIED**  
Vote 10/0

<b>9.1.7</b>	<b>Two x Three (3) Bedroom Units</b>
<b>Proponent:</b>	<b>Department of Housing and Works</b>
<b>Location:</b>	<b>Lot 1743 Stubbs Street Wagin – Zoned Residential R17.5</b>
<b>Reporting Officer:</b>	<b>Principal Environmental Health Officer/Building Surveyor</b>
<b>File:</b>	<b>TPL 4/1</b>

### **Summary**

The proponent wishes to erect two dwellings on the Lot.

### **Background**

The site is currently vacant.

### **Comment**

Lot 1743 Stubbs Street has an area of 1406m<sup>2</sup> and being zoned R17.5 allows for one (1) unit per 571m<sup>2</sup>.

The proposed development meets the requirements of our Town Planning Scheme.

**Statutory Environment:** Town Planning Scheme No 2

**Policy Implications:** Nil

**Budget Implications:** Nil

### **Officer Recommendation**

That Council grant planning approval to the Department of Housing and Works to construct two (2) three (3) bedroom units of Lot 1743 Stubbs Street Wagin subject to

- 1) Development consistent with the proposal submitted dated 3<sup>rd</sup> February 2006.
- 2) Obtaining a building license
- 3) Approval will lapse if not substantially completed within two (2) years from the date of Council planning approval.

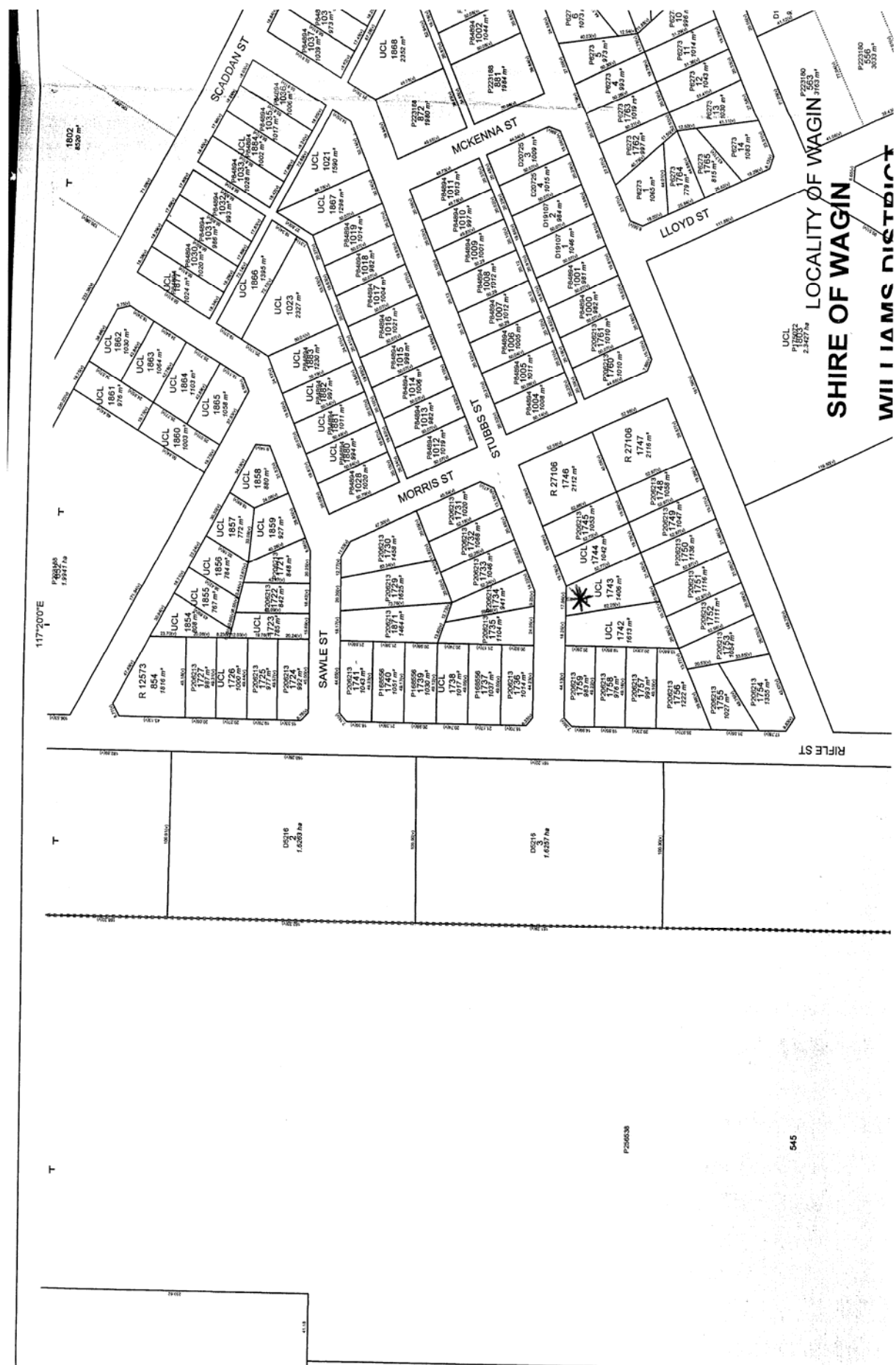
### **Council Resolution**

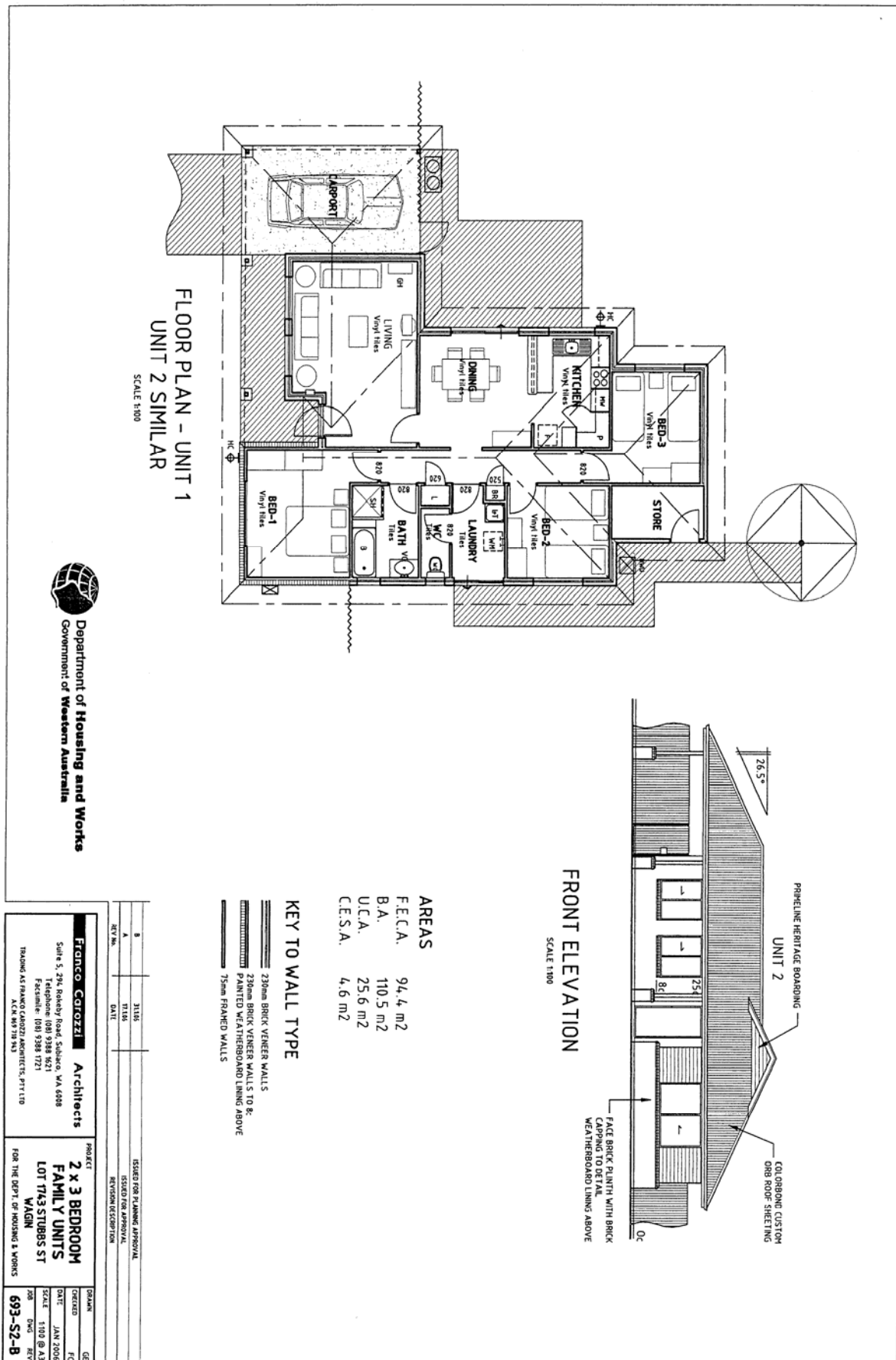
**158 Cr EN Pugh/Cr DK Morgan**

That the Officer's Recommendation be adopted.

**CARRIED**  
Vote 10/0







<b>9.1.8</b>	<b>Shed Extension</b>
<b>Proponent:</b>	<b>Wagin Agricultural Society</b>
<b>Location:</b>	<b>British and Australasian Breeds Shed – Showgrounds Complex</b>
<b>Reporting Officer:</b>	<b>Principal Environmental Health Officer/Building Surveyor</b>
<b>File:</b>	<b>PRO 14, ASS 4</b>

### **Summary**

The proponent wishes to extend the western end of the shed by 7.2m.

### **Background**

Council on 20<sup>th</sup> December 2005 considered a similar sized extension on the southern side of the shed but referred the proposal to a meeting of users of the Sportsground/Showground and Council representatives.

### **Comment**

The meeting duly occurred on the 6<sup>th</sup> February 2006 with six (6) Council members and four (4) “Users” participating. It was mutually agreed by the group that a westerly extension of the shed rather than a southerly extension was preferable because it;

- 1) Maintained the existing building line.
- 2) Did not encroach the major access way, during Woolorama, between the shed and the Recreation Centre.
- 3) Aligned the north/south access way on the western end with existing access ways to provide a more orderly layout.
- 4) Should not significantly increase the overall cost of the project.
- 5) Does not encroach over major services below the ground surface.

**Statutory Environment:** Nil

**Budget Implications:** Minor road work and the removal of two (2) trees is required.

**Policy Implications:** There is no specific Committee at present to which this item can be referred however the group present were unanimous in their support for the western extension.

### **Officer Recommendation**

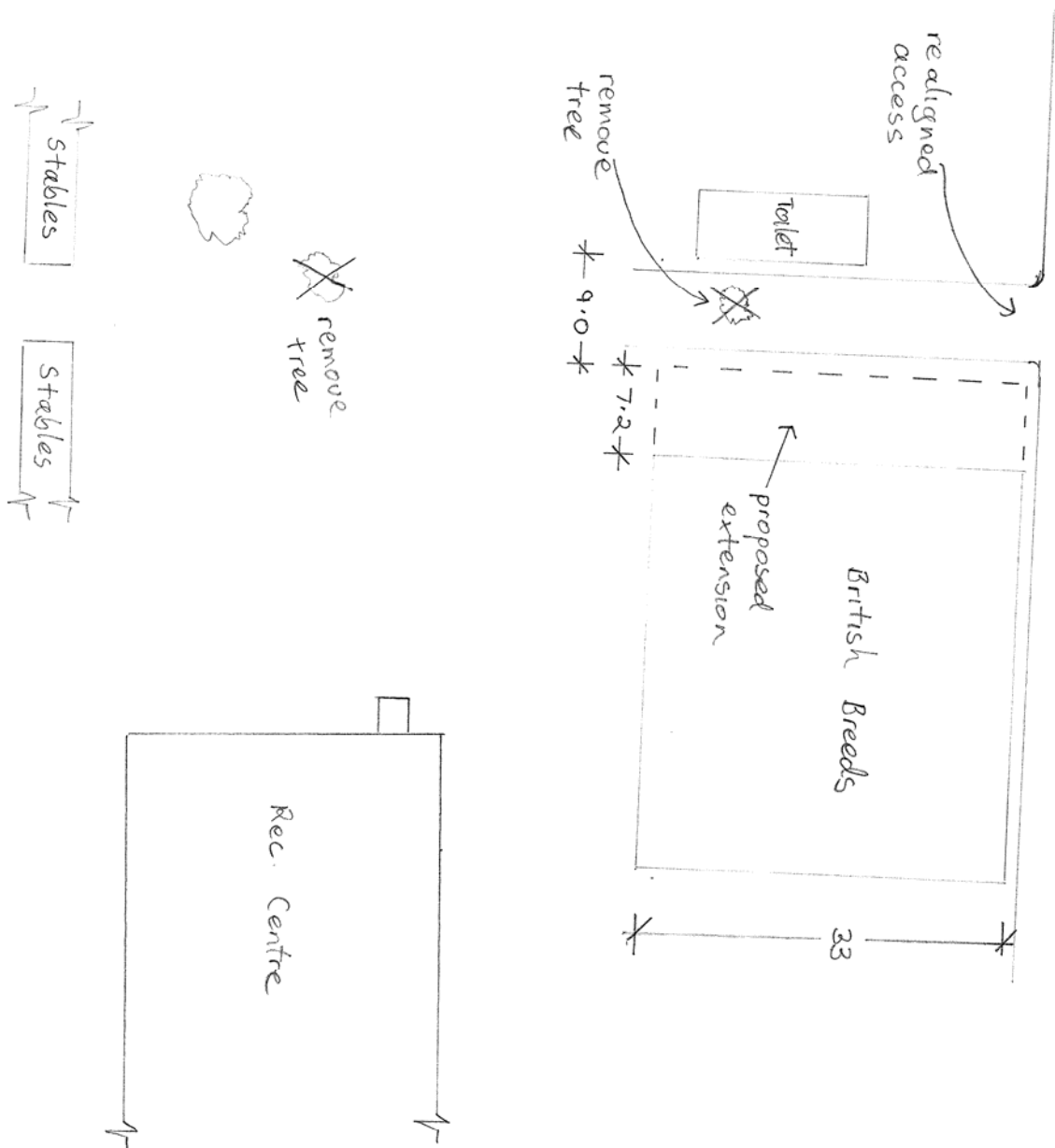
That Council approve the proposal by the Wagin Agricultural Society to extend the British and Australasian Breeds Shed in a westerly direction 7.2m x 33m consistent with the design submitted and erected by competent tradespersons. Approval will lapse if not substantially completed within two (2) years.

### **Council Resolution**

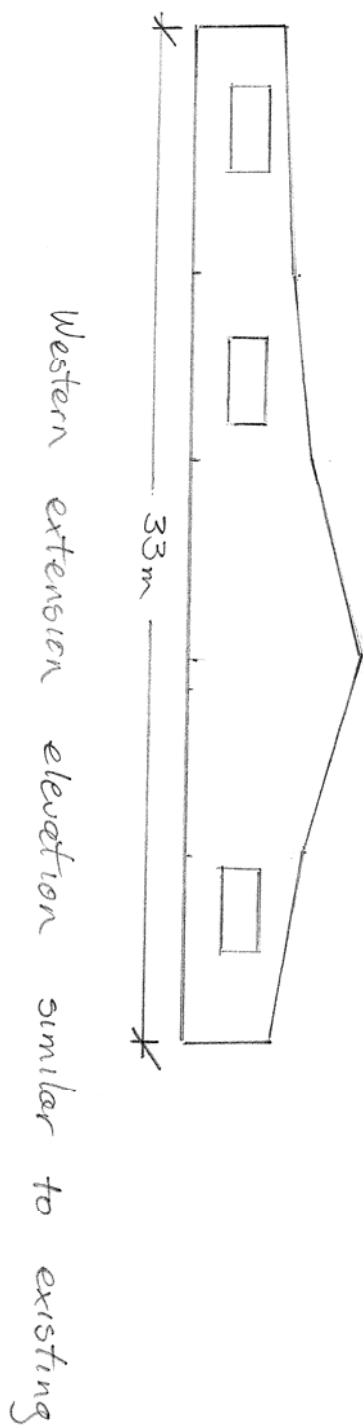
**159 Cr IC Cumming/Cr RP Johnson**

That the Officer’s Recommendation be adopted.

**CARRIED**  
Vote 10/0







<b>9.1.9</b>	<b>Proposed Shed</b>
<b>Proponent:</b>	<b>Wagin Agricultural Society</b>
<b>Location:</b>	<b>Showgrounds Complex – Recreation Reserve Wagin</b>
<b>Reporting Officer:</b>	<b>Principal Environmental Health Officer/Building Surveyor</b>
<b>File:</b>	<b>PRO 14</b>

### **Summary**

The proponent wishes to erect a 10m x 6m x 2.7m (wall Height) colourbond shed with verandahs.

### **Background**

The proposed shed is to be used for display during Woolorama and during the remainder of the year will be used for storage of Woolorama materials.

### **Comment**

The proposed siting should not interfere with other ground users and further enhances Woolorama infrastructure. An engineered structural drawing accompanies this proposal.

**Statutory Environment:** Nil

**Policy Implications:** Applications are normally referred to a Committee responsible for such proposals, but at present no Committee exists.

**Budget Implications:** Nil

### **Officers Recommendation**

Council approve the proposal by the Wagin Agricultural Society to erect a 10m x 6m x 2.7m (wall height) colourbond shed with verandahs to be positioned on the eastern side of the goat shed, slightly north of the gourmet area subject to;

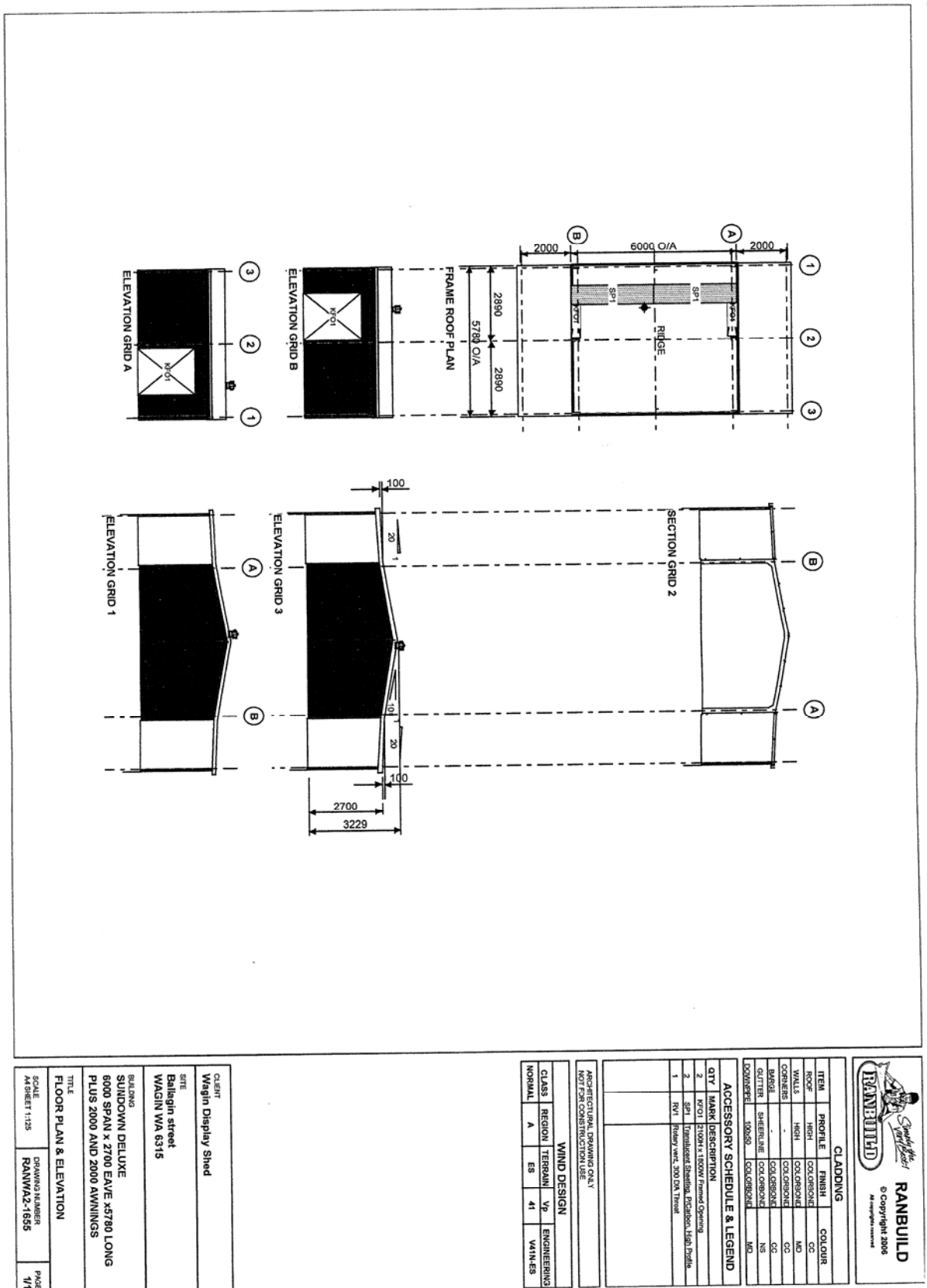
- 1) Construction in accordance with the plan submitted.
- 2) All services below the ground in the close vicinity located prior to commencing
- 3) Approval will lapse if not substantially completed within two (2) years from the date of Council planning approval.

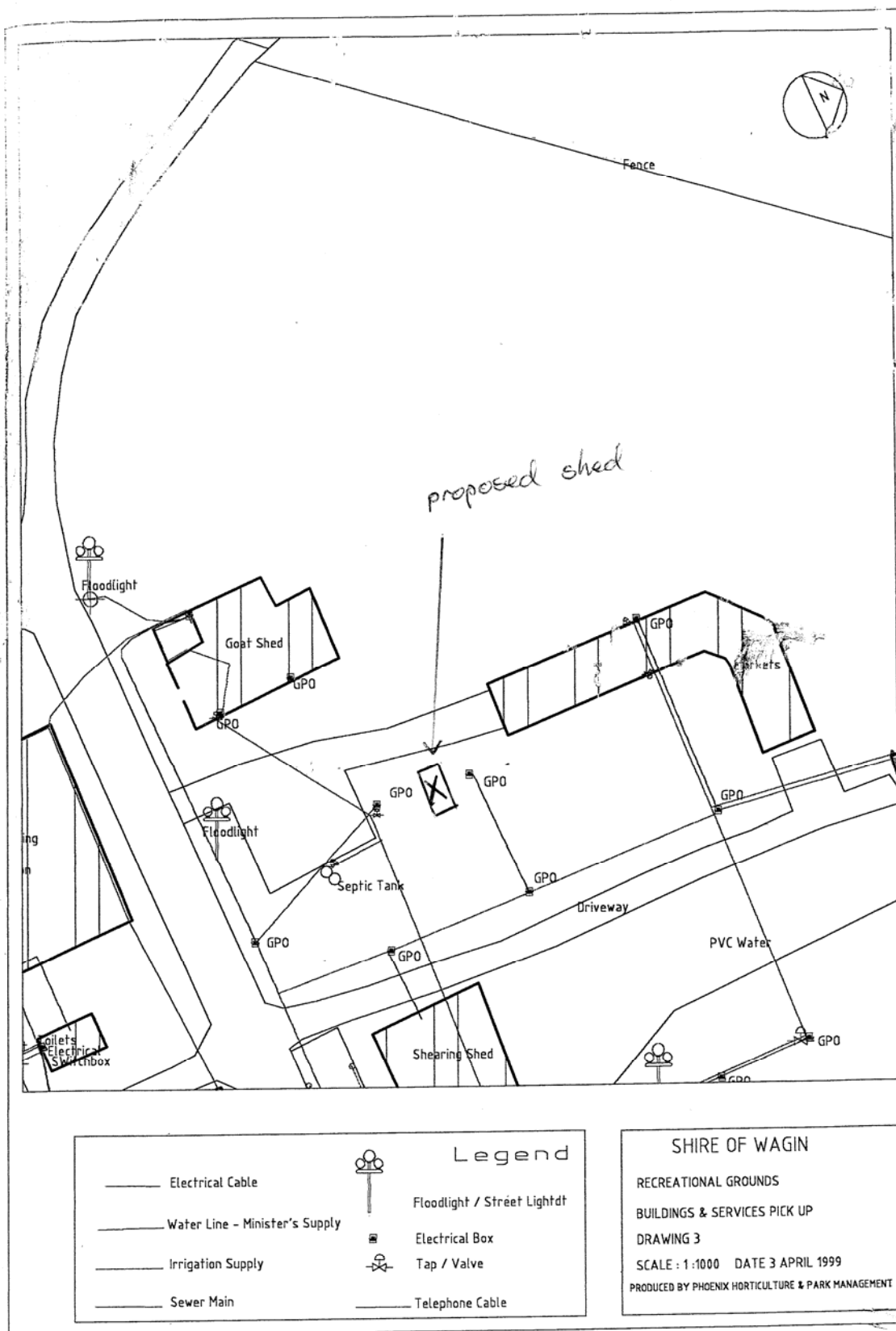
### **Council Resolution**

**160 Cr KM Draper/Cr AP Scanlon**

That the Officer's Recommendation be adopted.

**CARRIED**  
Vote 10/0





<b>9.1.10</b>	<b>Proposed Freestanding Cover</b>
<b>Proponent:</b>	<b>Wagin Agricultural Society</b>
<b>Location:</b>	<b>Showgrounds Complex – Recreation Reserve Wagin</b>
<b>Reporting Officer:</b>	<b>Principal Environmental Health Officer/Building Surveyor</b>
<b>File:</b>	<b>PRO 14</b>

### **Summary**

The proponent wishes to erect a steel framed colourbond roofed structure 15m x 18m x 6m (column height).

### **Background**

The proposed structure is to provide permanent shade over the gourmet area near the goat shed.

### **Comment**

The proposed siting should not interfere with other ground users and further enhances Woolorama infrastructure. An engineered structural drawing accompanies this proposal.

**Statutory Environment:** Nil

**Policy Implications:** Applications for development at the Showgrounds are normally referred to a Committee responsible for such proposals but at present no Committee exists.

**Budget Implications:** Nil

### **Officer Recommendation**

That Council approve the proposal by the Wagin Agricultural Society to erect a 15m x 18m x 6m (column height) colourbond and steel structure to be positioned on the eastern side of the goat shed over the area used as a gourmet site subject to;

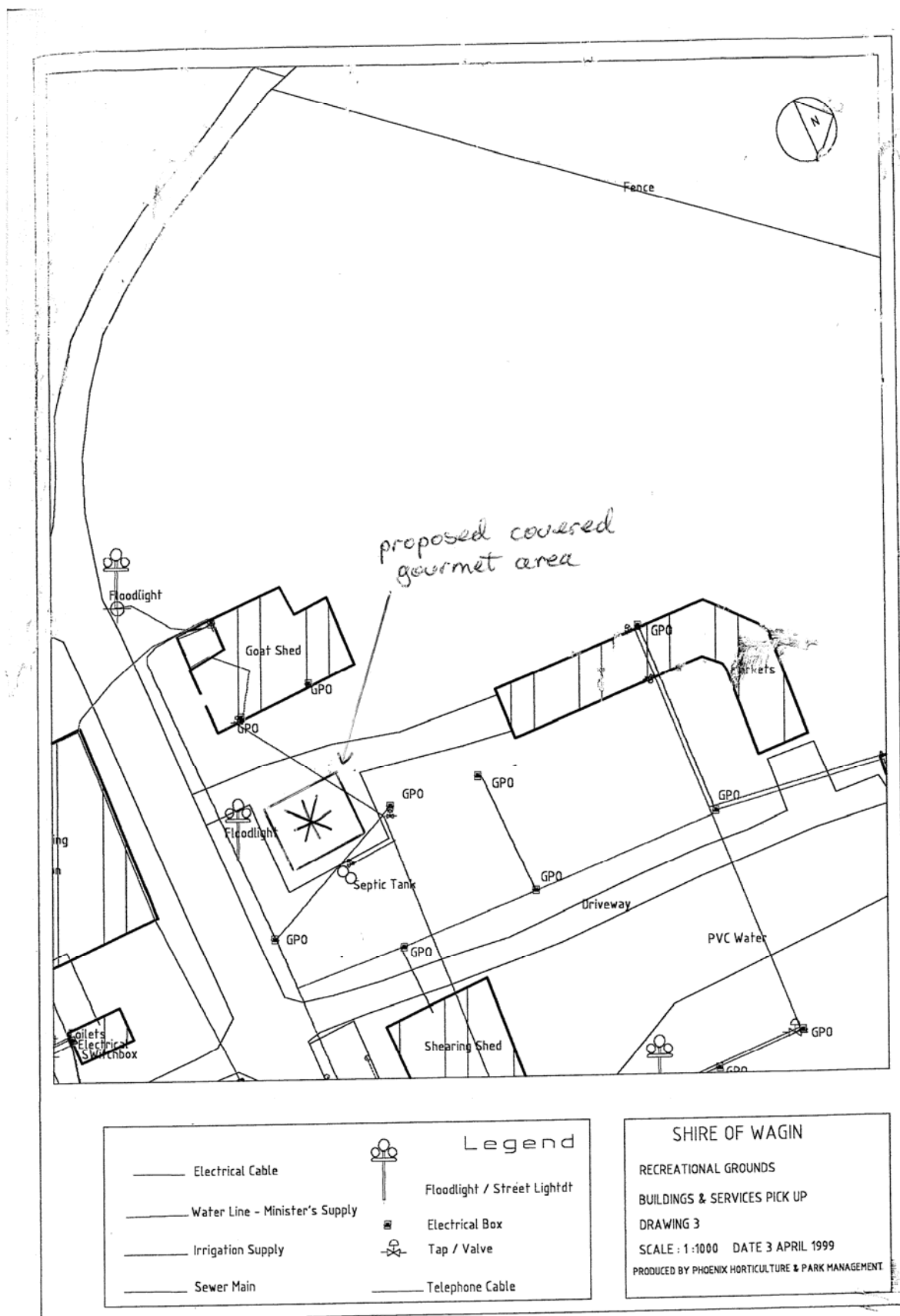
- 1) Construction in accordance with the plan submitted.
- 2) All services below the ground in the close vicinity located prior to commencing.
- 3) Approval will lapse if not substantially completed within two (2) years from the date of Council planning approval.

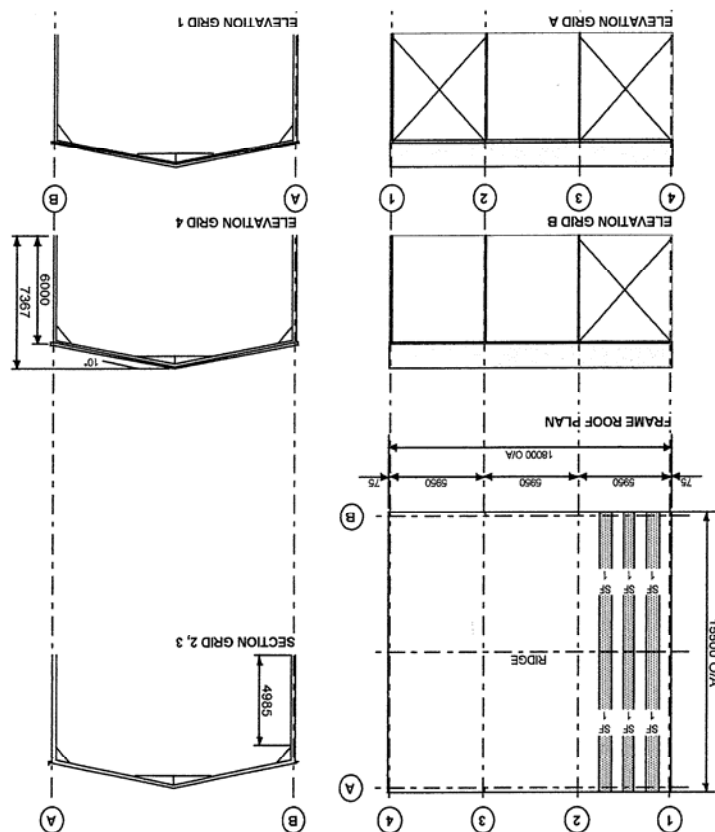
### **Council Resolution**

**161 Cr DK Morgan/Cr AC Dohle**

That the Officer's Recommendation be adopted.

**CARRIED**  
Vote 10/0





## 9.2 Finance and Administration

<b>9.2.1</b>	<b>Local Government Compliance Audit Return</b>
<b>Proponent:</b>	<b>Department of Local Government and Regional Development</b>
<b>Reporting Officer:</b>	<b>Acting Chief Executive Officer</b>
<b>File:</b>	<b>DEP18/5</b>

### Summary

Each year Council is required to undertake and adopt a Compliance Audit Return and submit it to the Department of Local Government and Regional Development.

### Background

The Compliance Audit Return is a mandatory document required to be completed and adopted under the Local Government Audit Regulations.

### Comment

The Compliance Audit Return for the period 1<sup>st</sup> January 2005 to 31<sup>st</sup> December 2005 has been completed. There is a requirement for the document to be

- a) presented to a Council Meeting
- b) adopted by Council
- c) signed by the Shire President and Chief Executive Officer, and
- d) submitted to the Department by 31<sup>st</sup> March 2006.

A copy of the completed document is included in the Agenda for Council to review. No matters of concern are brought to Council's notice.

**Statutory Environment:** Section 7.13 ( i ) Local Government Act 1995  
Regulation 13 Local Government (Audit)  
Regulations

**Budget Implications:** Nil

### Officer's Recommendation

That Council adopt the Local Government Compliance Audit Return for the period 1<sup>st</sup> January 2005 to 31<sup>st</sup> December 2005.

### Council Resolution

#### 162 Cr PJ Blight/Cr IC Cumming

That the Officer's Recommendation be adopted.

**CARRIED**  
Vote 10/0





# Local Government

## Compliance Audit Return

*1 January 2005 to 31 December 2005*

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## Joint Certification By The Mayor/President And Chief Executive Officer

We,

\_\_\_\_\_ (full name),  
being the elected Mayor/President, and

\_\_\_\_\_ (full name)

being the appointed Chief Executive Officer

of the \_\_\_\_\_ (local government),

hereby Certify that:

- ☐ The information contained in this Return is true and correct to the best of our knowledge.
- ☐ This Return was included in the agenda papers and considered by Council at the Ordinary/Special Meeting of Council held on \_\_\_\_\_ (date).
- ☐ Each Councillor has had the opportunity to review the Return and to make comment to the Council.
- ☐ In cases of non-compliance or if full compliance was not achieved, additional information explaining or qualifying Council's non-compliance with the Act, together with details of remedial action taken or proposed to be taken to ensure future compliance was included in the agenda papers and considered by Council. The particulars of any matters of concern relating to the Return were recorded in the minutes of the meeting.
- ☐ The extract of the minutes attached to this Return is a true and correct copy of the relevant section(s) of the above-mentioned minutes.
- ☐ Subject to the matters of concern raised and recorded, the Council adopted the Compliance Audit Return as the official Return of Council for the period 1 January 2005 to 31 December 2005.
- ☐ The resolution of adoption was carried \_\_\_\_\_ (state vote detail) eg 7/2.

_____ (signature)	_____ (signature)
<b>MAYOR/PRESIDENT</b>	<b>CHIEF EXECUTIVE OFFICER</b>
_____ (date)	_____ (date)

## Instructions

1. Each local government is to carry out a compliance audit for the period 1 January to 31 December 2005 against the requirements included in this Compliance Audit Return. On completion of the compliance audit the local government is to complete the Compliance Audit Return.
2. The Compliance Audit Return is to be:
  - (a) presented to Council at a meeting of the Council;
  - (b) adopted by the Council; and
  - (c) recorded in the minutes of the meeting at which it is adopted.
3. After the Compliance Audit Return has been presented to the Council, **a certified copy of the return, along with the relevant section of the minutes and any additional information explaining or qualifying the compliance audit**, is to be submitted to the **Director General, Department of Local Government and Regional Development, by 31 March 2006**. (Certified means signed by the Mayor or President and the CEO)
4. In cases of non-compliance or if full compliance is not achieved, additional information explaining or qualifying Council's non-compliance with the Act is to be included in the comment area at the beginning of the appropriate section. Also advise what remedial action has been or will be taken to ensure future compliance with the Act. **(NB – This information is to be included in the agenda papers and considered by Council when adopting the return.)**
5. Single questions that have more than one component should be answered in the negative if the local government has not complied with all components of the question. An explanation should be provided for the non-compliance.
6. The Chief Executive Officer may delegate the responsibility to complete any sections of the return to another person or persons. The responsible person's initials must be clearly identified by name, position and signature at the beginning of each section of the return. Each item should be completed by the responsible person initialling the appropriate box and providing any additional information explaining or qualifying cases of non-compliance or if full compliance is not achieved, at the beginning of the section.
7. Please use a pen or some other form of indelible print in black or blue when completing this Return.
8. All references to the Act mean the *Local Government Act 1995* unless otherwise stated. Please note the Act is referred to by section and sub-section. The first time that Regulations are referred to they are given their full title. Following references are covered by their initials.

## (a) Local Laws

Responsible Person's

Initials

Full Name Dennis ArcherPosition PEHO/BSSignature [Handwritten Signature]

Responsible Person's

Initials



Full Name \_\_\_\_\_

Position \_\_\_\_\_

Signature \_\_\_\_\_

Responsible Person's

Initials









Full Name \_\_\_\_\_





Position \_\_\_\_\_

Signature \_\_\_\_\_

Comments explaining or qualifying any cases of non-compliance or where full compliance was not achieved. Also detail what remedial action has been or will be taken to ensure future compliance with the Act.

No Local Laws developed. Reviews as 3.16(1)  
not required

(a) Local Laws	Yes	No	N/A	Initials
1. On each occasion Council resolved to make a local law the person presiding at the Council meeting gave notice of the purpose and effect of each proposed local law in the manner prescribed in Functions and General Regulation 3. <i>s3.12(2)</i> <i>F&amp;G Reg 3</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
2. The local government gave Statewide and local public notice on each occasion that it proposed to make a local law that stated: <ul style="list-style-type: none"> <li>▪ the purpose and effect of the proposed local law; and</li> <li>▪ details of where a copy of the local law may be inspected or obtained.</li> </ul> <i>s3.12(3)(a)</i>	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/>	
3. On all occasions, as soon as the notice referred to in 2 above was published, a copy of the proposed law, together with a copy of the notice, was given to the Minister for Local Government and Regional Development and, where applicable, to the Minister who administers the Act under which the local law was made. <i>s3.12(3)(b)</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
4. All of Council's resolutions to make local laws were: <ul style="list-style-type: none"> <li>▪ by absolute majority; and</li> <li>▪ recorded as such in the minutes of the meeting.</li> </ul> <i>s3.12(4)</i>	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/>	
5. After making the local law the local government: <ul style="list-style-type: none"> <li>▪ published the local law in the Gazette; and</li> <li>▪ gave a copy to the Minister for Local Government and Regional Development and where applicable to the Minister who administers the Act under which the local law was made.</li> </ul> <i>s3.12(5)</i>	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/>	
6. After the local law was published in the Gazette the local government gave local public notice: <ul style="list-style-type: none"> <li>▪ stating the title of the local law;</li> <li>▪ summarising the purpose and effect of the local law and the day on which it came into operation; and</li> <li>▪ advising that copies of the local law may be inspected or obtained from its office.</li> </ul> <i>s3.12(6)</i>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/>	

(a) Local Laws (Cont)		Yes	No	N/A	Initials
7.	All reviews of local laws under section 3.16(1) of the Act have been carried out within a period of 8 years. <i>s3.16(1)</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
8.	Where the local government carried out a review of a local law under section 3.16 of the Act, to determine whether or not the local law should be repealed or amended it gave Statewide public notice: <ul style="list-style-type: none"> <li>stating that it intended to review the local law;</li> <li>advising that a copy of the local law could be inspected or obtained at the place specified in the notice; and</li> <li>detailing the closing date for submissions about the local law.</li> </ul> <i>s3.16(1)(2)</i>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/>	
9.	After the last day for submissions the local government considered the submissions received and caused a report of the review to be prepared and submitted to its Council. <i>s3.16(3)</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
10.	On all occasions, the decision to repeal or amend a local law was determined by absolute majority. <i>s3.16(4)</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	

**Responsible Person's**

Initials

Signature 

Initials

**Signature**

**Signature**



Initials

**Signature**

**Signature**

This image shows a single sheet of white paper with horizontal blue or grey ruling lines. The lines are evenly spaced and run across the width of the page. There are approximately 20 lines visible. The paper appears to be a standard notebook page.



(b) Executive Functions	Yes	No	N/A	Initials
<p>1. The local government has satisfied itself that the services and facilities that it provides:</p> <ul style="list-style-type: none"> <li>▪ ensure integration and co-ordination of services and facilities between governments;</li> <li>▪ avoid unnecessary duplication of services or competition particularly with the private sector; or</li> <li>▪ ensure services and facilities are properly managed.</li> </ul> <p>The manner in which council indicated its satisfaction was by:</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p style="text-align: right;"><i>s3.18(3)</i></p>	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	
<p>2. Where a local government is required to give notice of intended entry in accordance with s3.32 the notice:</p> <ul style="list-style-type: none"> <li>▪ was given to the owner or occupier of the land, premises or thing to be entered;</li> <li>▪ specified the purpose for the entry; and</li> <li>▪ was given not less than 24 hours before the power of entry was exercised.</li> </ul> <p style="text-align: right;"><i>s3.32</i></p>	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	

### (c)Thoroughfares

**Responsible Person's**

**Initials**



Full Name Denis Archer

Position PEHO/BS

Signature 

**Responsible Person's**

Initials



Full Name

Position

**Signature**

**Responsible Person's**

Initials







Full Name

Position

**Signature**

**Comments explaining or qualifying any cases of non-compliance or where full compliance was not achieved. Also detail what remedial action has been or will be taken to ensure future compliance with the Act.**

(c) Thoroughfares	Yes	No	N/A	Initial
<p>1. The local government on all occasions when proposing to wholly or partially close a thoroughfare to the passage of vehicles for a period exceeding four weeks;</p> <ul style="list-style-type: none"> <li>▪ gave local public notice of the proposed order which included details of the proposal, the location of the thoroughfare, where, when and why it would be closed; and invited submissions from any person who wished to make a submission; and</li> <li>▪ gave written notice to each person prescribed in Function and General Regulation 4.</li> </ul> <p>s3.50</p>	<input type="checkbox"/>  <input type="checkbox"/>	<input type="checkbox"/>  <input type="checkbox"/>	<input checked="" type="checkbox"/>  <input checked="" type="checkbox"/>	
<p>2. The local government when proposing to fix or alter the level of, or the alignment of, a public thoroughfare or drain water from a public thoroughfare or other public place onto adjoining land;</p> <ul style="list-style-type: none"> <li>▪ gave written notice to each person having an interest in land likely to be adversely affected by the proposal that included details of the proposal and invited submissions from any person who wished to make a submission; and</li> <li>▪ gave written notice to each person prescribed in F&amp;G Reg 5.</li> </ul> <p>s3.51</p>	<input type="checkbox"/>  <input type="checkbox"/>	<input type="checkbox"/>  <input type="checkbox"/>	<input checked="" type="checkbox"/>  <input checked="" type="checkbox"/>	
<p>3. The local government has kept plans of the level and alignments of all public thoroughfares that are under its control or management in the metropolitan area or on land that has been constituted a townsite under section 26 of the Land Administration Act, and made those plans available for public inspection.</p> <p>s3.52(4)</p>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
<p>4. The local government has kept a register of gates and other devices constructed across public thoroughfares.</p> <p>Uniform Local Provisions Regulation 9(8)</p>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	

## (d) Tenders For Providing Goods Or Services

Responsible Person's

Full Name BRADEN FISHERInitials Position ACTING CEOSignature 

Responsible Person's

Full Name \_\_\_\_\_

Initials 

Position \_\_\_\_\_

Signature \_\_\_\_\_

Responsible Person's

Full Name \_\_\_\_\_

Initials 

Position \_\_\_\_\_

Signature \_\_\_\_\_

Comments explaining or qualifying any cases of non-compliance or where full compliance was not achieved. Also detail what remedial action has been or will be taken to ensure future compliance with the Act.

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(d) Tenders For Providing Goods or Services	Yes	No	N/A	Initials
1. Subject to Functions and General Regulation 11(2) tenders were invited before the local government entered into contracts for the supply of goods or services, where the consideration under the contract was, or was expected to be, worth more than \$50,000. <i>s3.57</i> <i>F&amp;G Reg 11</i>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
2. On no occasion did the local government enter into 2 or more contracts to avoid the requirements to call tenders in accordance with F&G Reg 11(1). <i>F&amp;G Reg 12</i>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
3. All the local government's invitations to tender were given via Statewide public notice. <i>F&amp;G Reg 14(1)</i>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
4. All the local government's invitations to tender included: ▪ a brief description of the goods and services required; ▪ contact details for a person from whom more detailed information could be obtained about the tender; ▪ information as to where and how tenders could be submitted; and ▪ the date and time after which tenders would not be accepted. <i>F&amp;G Reg 14(3)</i>	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	
5. The following information was made available to all prospective tenderers: ▪ detailed specifications of the goods or services required; ▪ the criteria for deciding which tender would be accepted; ▪ whether or not the local government had decided to submit a tender; ▪ whether or not tenders were allowed to be submitted by facsimile or other electronic means and if so how tenders were to be submitted; and ▪ any other information that should be disclosed to those interested in submitting a tender. <i>F&amp;G Reg 14(3)(4)</i>	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/> <input checked="" type="checkbox"/>	

(d) Tenders For Providing Goods or Services (Cont)	Yes	No	N/A	Initials
6. Where a local government sought to vary the information supplied to tenderers it took every reasonable step to give each person who had sought copies of the tender documents or each acceptable tenderer notice of the variation. <i>F&amp;G Reg 14(5)</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
7. Following the publication of the notice inviting tenders a minimum of 14 days was allowed for the submission of tenders. <i>F&amp;G Reg 15</i>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
8. Tenders submitted, including tenders submitted by facsimile or other electronic means, were: ▪ held in safe custody; and ▪ remained confidential. <i>F&amp;G Reg 16(1)</i>	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>	
9. All tenders received were: ▪ not opened, examined or assessed until after the time nominated for closure of tenders; ▪ opened by one or more employees of the local government or a person authorised by the CEO. <i>F&amp;G Reg 16 (2), (3)(a)</i>	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>	
10. Members of the public were not excluded when tenders were opened. <i>F&amp;G Reg 16 (3)(b)</i>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
11. All details of the tender (except the consideration sought) were recorded in the tender register immediately after opening. <i>F&amp;G Reg 16 (3)(c)</i>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
12. Tenders that were not submitted at the place, and within the time specified in the invitation to tender were rejected. <i>F&amp;G Reg 18(1)</i>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
13. Tenders that were not rejected were assessed by means of written evaluation criteria for deciding which tender to accept and which tender was most advantageous to the local government to accept. <i>F&amp;G Reg 18 (4)</i>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

(d) Tenders For Providing Goods or Services (Cont)	Yes	No	N/A	Initials
14. The local government's Tender Register includes for each invitation to tender: <ul style="list-style-type: none"> <li>▪ a brief description of the goods or services required;</li> <li>▪ particulars of the decision made to invite tenders and if applicable the decision to seek expressions of interest under Regulation 21(1);</li> <li>▪ particulars of any notice by which expressions of interest from prospective tenderers were sought and any person who submitted an expression of interest;</li> <li>▪ any list of acceptable tenderers that was prepared under regulation 23(4);</li> <li>▪ a copy of the notice of invitation to tender;</li> <li>▪ the name of each tenderer whose tender was opened;</li> <li>▪ the name of the successful tenderer; and</li> <li>▪ the amount of consideration or the summary of the amount of the consideration sought in the tender accepted.</li> </ul> <i>F&amp;G Reg 17 (2) &amp; (3)</i>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
15. Each tenderer was sent written notice advising particulars of the successful tender or advising that no tender was accepted. <i>F&amp;G Reg 19</i>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
16. Statewide public notice was given each time the local government decided to invite prospective tenderers to submit an expression of interest for the supply of goods or services. <i>F&amp;G Reg 21(3)</i>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
17. All public notices inviting an expression of interest included: <ul style="list-style-type: none"> <li>▪ a brief description of the goods and services required;</li> <li>▪ particulars of a person from whom more detailed information could be obtained;</li> <li>▪ information as to where and how expressions of interest could be submitted; and</li> <li>▪ the date and time after which expressions of interest would not be accepted.</li> </ul> <i>F&amp;G Reg 21(4)</i>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
18. Following the publication of the notice inviting expressions of interest a minimum of 14 days was allowed for the submission of expressions of interest. <i>F&amp;G Reg 22</i>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

(d) Tenders For Providing Goods or Services (Cont)	Yes	No	N/A	Initials
19. Expressions of interest not submitted at the place and within the time specified in the notice were rejected. <i>F&amp;G Reg 23(1)</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
20. The CEO listed each person considered capable of satisfactorily supplying goods or services after the local government considered expressions of interest. <i>F&amp;G Reg 23(4)</i>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
21. Each person who submitted an expression of interest was given a notice in writing in accordance with F & G Regulation 24. <i>F&amp;G Reg 24</i>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>



### (e) Commercial Enterprises By Local Governments

**Responsible Person's**

Full Name BRADEN FISHER

Position ACTING CEO

Initials



Signature 

**Responsible Person's**

Full Name

Position

Initials



**Signature**

**Responsible Person's**

Full Name

Position




Initials

☐

**Signature**

**Comments explaining or qualifying any cases of non-compliance or where full compliance was not achieved. Also detail what remedial action has been or will be taken to ensure future compliance with the Act.**

[illegible]

<b>(e) Commercial Enterprise by Local Governments</b>		<b>YES</b>	<b>NO</b>	<b>N/A</b>	<b>Initials</b>
1.	<p>The local government has prepared a business plan:</p> <ul style="list-style-type: none"> <li>▪ for each major trading undertaking.</li> <li>▪ for each major land transaction that was not exempt; and</li> <li>▪ before entering into each land transaction that was preparatory to entry into a major land transaction.</li> </ul> <p style="text-align: right;"><i>s3.59(2)(a)(b)(c)</i> <i>Functions &amp; General Regulation 7, 9</i></p>	<input checked="" type="checkbox"/>  <input type="checkbox"/>  <input type="checkbox"/>	<input type="checkbox"/>  <input type="checkbox"/>  <input type="checkbox"/>	<input type="checkbox"/>  <input checked="" type="checkbox"/>  <input checked="" type="checkbox"/>	
2.	<p>The local government gave Statewide public notice of each proposal to commence a major trading undertaking or enter into a major land transaction.</p> <p style="text-align: right;"><i>s3.59(4)</i></p>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
3.	<p>Council resolved to proceed with each major land transaction or trading undertaking by absolute majority.</p> <p style="text-align: right;"><i>s3.59(5)</i></p>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	

### (f) Meeting Process

**Responsible Person's**

Full Name BRADEN FISHER

Position ACTIVE CEO

Initials

Signature 

**Responsible Person's**

Full Name

Position

Initials

**Signature**

**Responsible Person's**

Full Name









Position









**Initials**







**Signature**





**Comments explaining or qualifying any cases of non-compliance or where full compliance was not achieved. Also detail what remedial action has been or will be taken to ensure future compliance with the Act.**








This image shows a single sheet of white paper with horizontal blue or grey ruling lines. The lines are evenly spaced and run across the width of the page. There are approximately 20 lines visible. The paper appears to be a standard notebook page.

(f) Meeting Process	Yes	No	N/A	Initials
1. Where Council granted leave to a member from attending 6 or less consecutive ordinary meetings of Council: <ul style="list-style-type: none"> <li>▪ it was by Council resolution; and</li> <li>▪ it was recorded in the minutes of the meeting at which the leave was granted.</li> </ul> <i>s2.25(1)(3)</i>	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>	
2. Where Council refused to grant leave to a member from attending 6 or less consecutive ordinary meetings of Council the reason for refusal was recorded in the minutes of the meeting. <i>s2.25(3)</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
3. On all occasions, Ministerial approval was sought before leave of absence was granted to an elected member in respect of more than 6 consecutive ordinary meetings of council. <i>s2.25(2)</i>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
4. On all occasions where: <ul style="list-style-type: none"> <li>▪ the mayor or president called an ordinary or special meeting of Council it was done by notice to the CEO setting out the date and purpose of the proposed meeting; or</li> <li>▪ councillors called an ordinary or special meeting of Council it was called by at least 1/3 (one third) of the councillors, by notice to the CEO setting out the date and purpose of the proposed meeting.</li> </ul> <i>s5.4</i>	<input checked="" type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input checked="" type="checkbox"/>	
5. The CEO gave each council member at least 72 hours notice of the date, time, place and an agenda for each ordinary meeting of Council. <i>s5.5(1)</i>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
6. The CEO gave each council member notice before the meeting, of the date, time, place and purpose of each special meeting of Council. <i>s5.5(2)</i>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
7. The Minister or his delegate, approved on each occasion as required: <ul style="list-style-type: none"> <li>▪ a reduction in the number of offices of member needed for a quorum at a Council meeting; or</li> <li>▪ a reduction in the number of offices of member required for absolute majorities.</li> </ul> <i>s5.7</i>	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/>	
8. All Council committees during the review period were established by an absolute majority. <i>s5.8</i>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	





(f) Meeting Process (Cont)	Yes	No	N/A	Initials
9. All members of Council committees during the review period were appointed by an absolute majority other than those persons appointed in accordance with section 5.10 (1)(b). <i>s5.10(1)(a)</i>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
10. Each Council member was given their entitlement during the review period to be appointed as a committee member of at least one committee as referred to in section 5.9(2)(a) & (b) of the Act. <i>s5.10(2)</i>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
11. Presiding members of committees were elected by the members of the committees from amongst themselves in accordance with Schedule 2.3, Division 1 of the Act. <i>s5.12(1)</i>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
12. Deputy presiding members of committees were elected by the members of the committee from amongst themselves in accordance with Schedule 2.3 Division 2 of the Act. <i>s5.12(2)</i>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
13. On each occasion where a quorum of a committee meeting was reduced, the decision was made by absolute majority. <i>s5.15</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
14. The person presiding at a meeting, when requested by a member of Council or committee, caused an individual vote or the vote of all members present to be recorded in the minutes. <i>s5.21 (4)</i>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
15. The person presiding at a meeting of a Council or a committee caused minutes to be kept of the meeting's proceedings. <i>s5.22(1)</i>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
16. The minutes of all Council and committee meetings were: <ul style="list-style-type: none"> <li>▪ submitted to the next ordinary meeting of Council or committee, as the case requires, for confirmation; and</li> <li>▪ signed to certify their confirmation by the person presiding at the meeting at which the minutes of Council or committee were confirmed.</li> </ul> <i>s5.22(2)(3)</i>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

(f) Meeting Process (Cont)	Yes	No	N/A	Initials
17. Subject to section 5.23(2) of the Act, the following were open to members of the public: <ul style="list-style-type: none"> <li>all Council meetings; and</li> <li>all meetings of committees to which a power or duty had been delegated.</li> </ul> <i>s5.23 (1)</i>	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>	
18. On all occasions, the reason, or reasons, for closing any Council or committee meeting to members of the public was: <ul style="list-style-type: none"> <li>in accordance with the Act; and</li> <li>recorded in the minutes of that meeting.</li> </ul> <i>s5.23(2)(3)</i>	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>	
19. A minimum time of 15 minutes was allocated for questions to be raised by members of the public and responded to at: <ul style="list-style-type: none"> <li>every ordinary meeting of Council;</li> <li>every special meeting of Council; and</li> <li>every meeting of a committee to which the local government has delegated a power or duty.</li> </ul> <i>s5.24 (1)</i> <i>Administration Regulation 5 &amp; 6</i>	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	
20. A period of 30 minutes was allowed from the advertised commencement time before any Council or committee was adjourned due to the lack of a quorum. <i>Admin Reg 8</i>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
21. Voting at Council or committee meetings was conducted so that no vote was secret. <i>Admin Reg 9</i>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
22. All motions to revoke or change decisions at Council or committee meetings were supported: <ul style="list-style-type: none"> <li>in the case where an attempt to revoke or change the decision had been made within the previous 3 months but failed, by an absolute majority; or</li> <li>in any other case, by at least one third of the number of officers of member (whether vacant or not) of the Council or committee.</li> </ul> <i>Admin Reg 10(1)</i>	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>	

(f) Meeting Process (Cont)	Yes	No	N/A	Initials
<p>23. All decisions to revoke or change decisions made at Council or committee meetings were made:</p> <ul style="list-style-type: none"> <li>in the case where the decision to be revoked or changed was required to be made by an absolute majority or by a special majority, by that kind of majority; or</li> <li>in any other case, by an absolute majority.</li> </ul> <p style="text-align: right;"><i>Admin Reg 10(2)</i></p>	<input checked="" type="checkbox"/>  <input checked="" type="checkbox"/>	<input type="checkbox"/>  <input type="checkbox"/>	<input type="checkbox"/>  <input type="checkbox"/>	
<p>24. The contents of minutes of all Council or committee meetings included:</p> <ul style="list-style-type: none"> <li>the names of members present at the meeting;</li> <li>where a member entered or left the meeting, the time of entry or departure, as the case requires, in the chronological sequence of the business of the meeting;</li> <li>details of each motion moved at the meeting, including details of the mover and outcome of the motion;</li> <li>details of each decision made at the meeting;</li> <li>where the decision was significantly different from written recommendation of a committee or officer, written reasons for varying that decision;</li> <li>a summary of each question raised by members of the public and a summary of the response given; and</li> <li>in relation to each disclosure made under sections 5.65 or 5.70, where the extent of the interest has been disclosed, the extent of the interest.</li> </ul> <p style="text-align: right;"><i>Admin Reg 11</i></p>	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	
<p>25. At least once during the period covered by this return, the local government gave local public notice for the next twelve months of the date, time and place of:</p> <ul style="list-style-type: none"> <li>ordinary Council meetings; and</li> <li>those committee meetings that were required under the Act to be open to the public or that were proposed to be open to the public.</li> </ul> <p style="text-align: right;"><i>Admin Reg 12(1)</i></p>	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>	
<p>26. The local government gave local public notice of any changes to the dates, times or places referred to in 24 above.</p> <p style="text-align: right;"><i>Admin Reg 12(2)</i></p>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

(f) Meeting Process (Cont)	Yes	No	N/A	Initials
27. In the CEO's opinion, where it was practicable, all special meetings of Council that were open to members of the public: <ul style="list-style-type: none"> <li>▪ were advertised via local public notice; and</li> <li>▪ the notice included details of the date, time, place and purpose of the special meeting</li> </ul> <p style="text-align: right;"><i>Admin Reg 12(3)(4)</i></p>	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>	
28. The local government made available for public inspection unconfirmed minutes of all Council and committee meetings: <ul style="list-style-type: none"> <li>▪ within 10 business days after the Council meetings; or</li> <li>▪ within 5 business days after the committee meetings.</li> </ul> <p style="text-align: right;"><i>Admin Reg 13</i></p>	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>	
29. Notice papers, agenda and other documents relating to any Council or committee meeting, other than those referred to in Admin Reg 14(2), were made available for inspection. <p style="text-align: right;"><i>Admin Reg 14(1)(2)</i></p>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
30. On all occasions where a person participated at a Council or Committee meeting by means of instantaneous communication, as provided for in Administration Regulation 14A: <ul style="list-style-type: none"> <li>▪ the Council approved of the arrangement by absolute majority; and</li> <li>▪ the person was in a suitable place as defined in Administration Regulation 14A(4)</li> </ul> <p style="text-align: right;"><i>Admin Reg 14A</i></p>	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/>	
31. The annual general meeting of electors was held within 56 days of the local government's acceptance of the annual report for the previous financial year. <p style="text-align: right;"><i>s5.27(2)</i></p>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
32. The CEO convened all electors' meetings by giving at least 14 days local public notice and each Council member at least 14 days notice of the date, time, place and purpose of the meeting. <p style="text-align: right;"><i>s5.29</i></p>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
33. The CEO caused the minutes of all electors' meetings to be kept and made available for public inspection before the Council meeting at which decisions made at the electors' meeting were first considered. <p style="text-align: right;"><i>s5.32</i></p>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	



(f) Meeting Process (Cont)	Yes	No	N/A	Initials
34. All decisions made at all electors' meetings were considered at the next ordinary Council meeting, or, if not practicable, at the first ordinary Council meeting after that, or at a special meeting called for that purpose. <i>s5.33(1)</i>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
35. The reasons for Council decisions, in response to decisions made at all electors' meetings, were recorded in the minutes of the appropriate Council meeting. <i>s5.33(2)</i>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
36. The CEO has kept a register of all token gifts received by Council members and employees. <i>s5.103(3)</i> <i>Admin Reg 34B</i>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
37. The local government reviewed its code of conduct in the 12 months immediately following each ordinary election day.  Date of Review _____  <i>If the review has not been done please indicate when the review will be undertaken.</i> <i>s5.103</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

### **(g) Delegation Of Power/Duty**

**Responsible Person's**

Full Name BRADEN FISHER

Position ACTING CEO

Initials



Signature 

**Responsible Person's**

Full Name

Position

Initials



**Signature** \_\_\_\_\_

**Responsible Person's**

Full Name

Position \_\_\_\_\_

**Initials**



Signature \_\_\_\_\_

**Comments explaining or qualifying any cases of non-compliance or where full compliance was not achieved. Also detail what remedial action has been or will be taken to ensure future compliance with the Act.**

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(g) Delegation of Power/Duty	Yes	No	N/A	Initial
1. All delegations to committees were: <ul style="list-style-type: none"> <li>▪ resolved by absolute majority;</li> <li>▪ in writing;</li> <li>▪ within the limits specified in section 5.17 and</li> <li>▪ recorded in a register of delegations.</li> </ul> <i>s5.16, 5.17, 5.18</i>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
2. Council reviewed delegations to committees in the 2004/2005 financial year.  <i>s5.18</i>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
3. Powers and duties of the Council delegated to the CEO excluded those as listed in section 5.43 of the Act.  <i>s5.42(1), 5.43</i> <i>Administration Regulation 18G</i>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
4. All delegations to the CEO were: <ul style="list-style-type: none"> <li>▪ resolved by an absolute majority; and</li> <li>▪ in writing.</li> </ul> <i>s5.42(1)(2)</i> <i>Admin Reg 18</i>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
5. All delegations by the CEO to any employee were in writing.  <i>s5.44(2)</i>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
6. Decisions by the Council to amend or revoke a delegation were made by absolute majority.  <i>s5.45(1)(b)</i>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
7. The CEO has kept a register of all delegations made under the Act to the CEO and to employees.  <i>s5.46(1)</i>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
8. Delegations made under Division 3 of Part 5 of the Act were reviewed by the delegator at least once during the 2004/2005 financial year.  <i>s5.46(2)</i>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
9. Persons exercising a delegated power or duty under the Act have, on all occasions, kept a written record as required.  <i>s5.46(3)</i> <i>Admin Reg 19</i>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

### (h) Disclosure Of Interest

**Responsible Person's**

Full Name BRAOEN FISHER

Position ALTING CEO

Initials

Signature 

**Responsible Person's**

Full Name

Position

Initials

**Signature**

**Responsible Person's**








Full Name

### Position

Initials

**Signature**

**Comments explaining or qualifying any cases of non-compliance or where full compliance was not achieved. Also detail what remedial action has been or will be taken to ensure future compliance with the Act.**

(h) Disclose of Interest	Yes	No	N/A	Initials
1. On all occasions, when a member disclosed an interest, he/she did not remain present to participate in any discussion or decision-making procedure relating to the matter, if not allowed to do so under section 5.68 and 5.69 of the Act. <i>s5.67</i>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
2. All decisions made under section 5.68(1), and the extent of participation allowed, were recorded in the minutes of Council and committee meetings. <i>s5.68(2)</i>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
3. Disclosures under section 5.65 or 5.70 were recorded in the minutes of the meeting at which the disclosure was made. <i>s5.73</i>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
4. The CEO kept a register of financial interest which contained: ▪ the returns lodged under section 5.75 and 5.76 and ▪ a record of disclosures made under sections 5.65, 5.70 and 5.71, in the form prescribed in Administration Regulation 28. <i>s5.88(1)(2)</i> <i>Administration Regulation 28</i>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
5. The CEO removed all returns from the register when a person ceased to be a person required to lodge a return under section 5.75 or 5.76. <i>s5.88 (3)</i>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
6. Returns lodged under section 5.75 or 5.76 and removed from the register have been kept for a period of at least five years, after the person who lodged the return ceased to be a council member or designated employee. <i>s5.88(4)</i>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
7. Where an elected member or an employee disclosed an interest in a matter discussed at a Council or committee meeting where there was a reasonable belief that the impartiality of the person having the interest would be adversely affected, it was recorded in the minutes. <i>s5.103</i> <i>Admin Reg 34C</i>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

**(i) Finance**

**Responsible Person's**

Full Name BRADEN FISHER

Position ACTING CEO

**Initials**

**Signature**

**Responsible Person's**

Full Name

Position

**Initials**

**Signature**

**Responsible Person's**








Full Name








Position

Initials

**Signature**





**Comments explaining or qualifying any cases of non-compliance or where full compliance was not achieved. Also detail what remedial action has been or will be taken to ensure future compliance with the Act.**






(i) Finance	Yes	No	N/A	Initials
1. The local government prepared an annual report for the financial year ended 30 June 2005 that contained the prescribed information under the Act and Regulations. <i>s5.53, Administration Regulation 19B</i>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
2. The annual report was accepted by absolute majority by the local government either: a) by 31 December 2005; or b) if the Auditor's report was not available in time for acceptance by 31 December, it will be accepted no more than two months after the Auditor's report is made available. <i>s5.54(1), (2)</i>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
3. The CEO gave local public notice of the availability of the annual report as soon as practicable after the local government accepted the report. <i>s5.55</i>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
4. The fee made available to elected members for attending meetings was within the prescribed range. <i>s5.98 Admin Reg 30</i>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
5. The reimbursement of expenses to elected members was within the prescribed ranges or as prescribed. <i>s5.98 Admin Reg 31</i>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
6. Where a local government decided to pay the deputy mayor or the deputy president an allowance, it was: ▪ resolved by absolute majority; and ▪ up to the prescribed percentage of the annual local government allowance to which the mayor or president is entitled under section 5.98(5). <i>s5.98A Admin Reg 33A</i>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
7. Where a local government decided to pay Council members an annual fee in lieu of fees for attending meetings, it was: ▪ resolved by absolute majority; and ▪ within the prescribed range. <i>s5.99 Admin Reg 34</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	

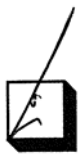




(i) Finance (cont)	Yes	No	N/A	Initials
8. Where a local government decided to pay Council members an allowance instead of reimbursing telephone, facsimile machine rental charges and other telecommunication, information technology, travelling and accommodation expenses, it was: <ul style="list-style-type: none"> <li>▪ resolved by absolute majority; and</li> <li>▪ within the prescribed range.</li> </ul> <i>s5.99A</i> <i>Admin Reg 34A, AA, AB</i>	<input type="checkbox"/>   <input type="checkbox"/>	<input type="checkbox"/>   <input type="checkbox"/>	<input checked="" type="checkbox"/>   <input checked="" type="checkbox"/>	
9. The local government did not pay a fee for attending committee meetings to a committee member who was not a council member or employee. <i>s5.100 (1)</i>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
10. Where the local government decided to reimburse a committee member, who was not a council member or employee, for an expense incurred by the person in relation to a matter affecting the local government it was within the prescribe range. <i>s5.100 (2)</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
11. Council, prior to 31 August in the review period, adopted by absolute majority, a budget in the form and manner prescribed by Financial Management (FM) Reg 22 and the Act.  Date of Council Resolution _____  If 'no', Ministerial approval was sought for an extension. <i>s6.2</i>	<input type="checkbox"/>   <input type="checkbox"/>	<input type="checkbox"/>   <input type="checkbox"/>	<input type="checkbox"/>   <input type="checkbox"/>	
12. The 2005/2006 budget was forwarded to the Department of Local Government and Regional Development within 30 days of its adoption.  Date sent _____ <i>Financial Management Reg 33</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
13. The local government prepared: <ul style="list-style-type: none"> <li>▪ an annual financial report; and</li> <li>▪ other financial reports;</li> </ul> as prescribed. <i>s6.4(1)</i> <i>FM Reg 34</i>	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>	
14. The financial reports detailed in 13 above, were presented to Council and recorded in the minutes of the meetings where they were submitted. <i>FM Reg 34</i>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
















(i) Finance (cont)	Yes	No	N/A	Initial
15. The annual financial report, prepared for the financial year ended 30 June 2005, was submitted to the Auditor by 30 September 2005 or by the extended time allowed by the Minister or his delegate. <i>s6.4(3)(b)</i>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
16. The annual financial report was submitted to the Department of Local Government and Regional Development within 30 days of the receipt by the CEO of the Auditor's report. <i>FM Reg 51(2)</i>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
17. Expenditure that the local government incurred from its municipal fund which was not included in its annual budget was: ▪ authorised in advance on all occasions by absolute majority resolution; or ▪ if authorised in advance by the mayor or president in an emergency, it was reported on all occasions to the next ordinary meeting of council. <i>s6.8</i>	<input checked="" type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
18. The local government's trust fund consists of all money or the value of assets: ▪ that are required by the <i>Local Government Act 1995</i> or any other written law to be credited to the fund; ▪ held by the local government in trust. <i>s6.9 (1)</i>	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>	<input checked="" type="checkbox"/>
19. The local government's trust fund has been applied for the purposes of and in accordance with the trusts affecting it. <i>s6.9(2)</i>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
20. Money or property held in the trust fund has: ▪ in the case of money, been paid to the person entitled to it, together with, if the money has been invested, any interest earned from that investment; and ▪ in the case of property, been delivered to the persons entitled to it. <i>s6.9(3)</i>	<input checked="" type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
21. All decisions to change the use or purpose of money held in reserve funds have been by absolute majority. <i>s6.11(2)</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>





(i) Finance (cont)	Yes	No	N/A	Initials
22. Except where the local government has disclosed the change of purpose or proposed use of reserve funds in its annual budget or where the money was used to meet expenditure authorised under s6.8(1)(c) of the Act or where the amount to be used did not exceed \$5,000, it has given one month's local public notice of the proposed change of purpose or proposed use. <i>s6.11(2)</i> <i>FM Reg 18</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
23. Council determined the following by absolute majority: (Note: applies to money other than rates and service charges). <ul style="list-style-type: none"> <li>▪ at the time of adopting its budget, the granting of a discount or other incentive for early payment;</li> <li>▪ the setting of an interest rate on money owing to council; and</li> <li>▪ to impose or amend a fee or charge for any good or service provided by the local government.</li> </ul> <i>s6.12, 6.13, 6.16(1),(3)</i>	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	
24. Fees or charges imposed for: <ul style="list-style-type: none"> <li>▪ a copy of information available under section 5.96;</li> <li>▪ receiving an application for approval, granting an approval, making an inspection and issuing a licence, permit, authorisation or certificate; or</li> <li>▪ any other service prescribed in section 6.16 (2)(f);</li> </ul> were limited to the cost of providing the service or goods. <i>s6.17(3)</i>	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	
25. The local government gave local public notice for all fees and charges imposed after the budget was adopted which stated its intention to introduce the proposed fees or charges and the date from which it proposed to introduce the fees or charges. <i>s6.19</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	

(i) Finance (cont)	Yes	No	N/A	Initial
<p>26. On each occasion where the local government exercised the power to borrow and details of the proposal were not included in the annual budget for that financial year:</p> <ul style="list-style-type: none"> <li>▪ the local government gave one month's local public notice of the proposal (except where the proposal was of the kind prescribed in FM Regulation 20; and</li> <li>▪ the decision to exercise that power was by absolute majority.</li> </ul> <p style="text-align: right;"><i>s6.20(2) FM Reg 20</i></p>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
<p>27. On each occasion where the local government changed the use of borrowings and details of the change of purpose were not included in the annual budget or were of the kind prescribed in FM Regulation 21;</p> <ul style="list-style-type: none"> <li>▪ the local government gave one month's local public notice of the proposed change of purpose; and</li> <li>▪ the decision on the change of use was by absolute majority.</li> </ul> <p style="text-align: right;"><i>s6.20(3) FM Reg 21</i></p>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
<p>28. Council determined by absolute majority to impose on rateable land within its district:</p> <ul style="list-style-type: none"> <li>▪ a general rate</li> <li>▪ a specified area rate;</li> <li>▪ a minimum payment;</li> <li>▪ a service charge</li> </ul> <p style="text-align: right;"><i>6.32</i></p>	<input checked="" type="checkbox"/>    <input type="checkbox"/>	<input type="checkbox"/>    <input type="checkbox"/>	<input type="checkbox"/>    <input checked="" type="checkbox"/>	
<p>29. Before it imposed a differential general rate that was more than twice the lowest differential rate imposed Council obtained the approval of the Minister or his delegate.</p> <p style="text-align: right;"><i>s6.33(3)</i></p>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
<p>30. Before it adopted a budget with a yield from general rates that was plus or minus 10% of the amount of the budget deficiency Council obtained the approval of the Minister or his delegate.</p> <p style="text-align: right;"><i>s6.34</i></p>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	

(i) Finance (cont)	Yes	No	N/A	Initials
<p>31. A minimum payment was not imposed on more than 50% of the number of separately rated properties:-</p> <ul style="list-style-type: none"> <li>a) in the district;</li> <li>b) rated on gross rental value;</li> <li>c) rated on unimproved value;</li> <li>d) in each differential rating category;</li> </ul> <p>unless the general minimum did not exceed \$200.00.</p> <p style="text-align: right;"><i>s6.35(4)</i> <i>FM Reg 53</i></p>	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input checked="" type="checkbox"/>	
<p>32. The local government before imposing any differential general rate or a minimum payment applying to a differential rate category gave local public notice of its intention to do so:</p> <ul style="list-style-type: none"> <li>▪ containing details of each rate or minimum proposed;</li> <li>▪ extending an invitation for a period of 21 days or longer for submissions to be lodged in respect of the proposed rate or minimum payment; and</li> <li>▪ detailing the time and place where the document describing the objects and reasons for each proposed rate and minimum payment may be inspected.</li> </ul> <p style="text-align: right;"><i>s6.36</i></p>	<input type="checkbox"/>   <input type="checkbox"/>  <input type="checkbox"/>	<input type="checkbox"/>   <input type="checkbox"/>  <input type="checkbox"/>	<input checked="" type="checkbox"/>  <input checked="" type="checkbox"/>  <input checked="" type="checkbox"/>	
<p>33. Where a local government imposed a service charge it did so for the following prescribed purposes:</p> <ul style="list-style-type: none"> <li>▪ television and radio rebroadcasting;</li> <li>▪ volunteer bush fire brigades;</li> <li>▪ underground electricity;</li> <li>▪ property surveillance and security; and</li> <li>▪ water.</li> </ul> <p style="text-align: right;"><i>s6.38(1)</i> <i>FM Reg 54</i></p>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/>	
<p>34. Money received from the imposition of a service charge has been applied in accordance with the provisions of s6.38 of the Act.</p> <p style="text-align: right;"><i>s6.38</i></p>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
<p>35. Council, in granting a discount or other incentive for early payment of any rate or service charge, did so by absolute majority.</p> <p style="text-align: right;"><i>s6.46</i></p>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

(i) Finance (cont)	Yes	No	N/A	Initials
36. Where a local government resolved to waive a rate or service charge or grant other concessions it did so by absolute majority. <i>s6.47</i>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
37. Council, in setting an interest rate on a rate or service charge that remained unpaid, did so by absolute majority. <i>s6.51</i>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
38. The outcome of an objection under section 6.76(1) was promptly conveyed to the person who made the objection and included a statement of the local government's decision on the objection and its reasons for that decision. <i>S6.76(6)</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
39. The local government has developed procedures for the authorisation of, and the payment of, accounts to ensure that there is effective security for and properly authorised use of: ▪ cheques, credit cards, computer encryption devices and passwords, purchasing cards and other devices or methods by which goods, services, money or other benefits may be obtained; and ▪ petty cash systems. <i>FM Reg 11(1)</i>	<input checked="" type="checkbox"/>  <input checked="" type="checkbox"/>	<input type="checkbox"/>  <input type="checkbox"/>	<input type="checkbox"/>  <input type="checkbox"/>	
40. The local government has developed procedures for the approval of accounts to ensure that before payment of an account a determination is made that: ▪ the debt was incurred by a person who was properly authorised to do so; and ▪ the goods or services to which each account relates were provided in a satisfactory condition or to a satisfactory standard. <i>FM Reg 11(2)</i>	<input checked="" type="checkbox"/>  <input checked="" type="checkbox"/>	<input type="checkbox"/>  <input type="checkbox"/>	<input type="checkbox"/>  <input type="checkbox"/>	
41. Payments from the Municipal or Trust fund were: ▪ made under the appropriate delegated authority; or ▪ upon presentation of a list detailing the accounts to be paid, authorised in advance by resolution of Council. <i>FM Reg 12</i>	<input checked="" type="checkbox"/>  <input checked="" type="checkbox"/>	<input type="checkbox"/>  <input type="checkbox"/>	<input type="checkbox"/>  <input type="checkbox"/>	

(i) Finance (cont)	Yes	No	N/A	Initials
42. The list of payments made or accounts for approval to be paid from the Municipal or Trust fund were recorded in the minutes of the relevant meeting and included: <ul style="list-style-type: none"> <li>▪ the payee's name;</li> <li>▪ the amount of the payment;</li> <li>▪ sufficient information to identify the transaction; and</li> <li>▪ in the case of the list of accounts for approval to be paid, the date of the meeting of Council where the list was presented.</li> </ul> <i>FM Reg 13</i>	<input checked="" type="checkbox"/>    <input checked="" type="checkbox"/>    <input checked="" type="checkbox"/>    <input checked="" type="checkbox"/>    	<input type="checkbox"/>    <input type="checkbox"/>    <input type="checkbox"/>    <input type="checkbox"/>    	<input type="checkbox"/>    <input type="checkbox"/>    <input type="checkbox"/>    <input type="checkbox"/>    	
43. The local government has established and documented internal control procedures to ensure control over investments. These control procedures enable the identification of: <ul style="list-style-type: none"> <li>▪ the nature and location of all investments; and</li> <li>▪ the transactions related to each investment.</li> </ul> <i>FM Reg 19</i>	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>	
44. The local government's rate record includes all particulars set out in the FM Regulations.  <i>FM Reg 55</i>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
45. The contents of the local government's: <ul style="list-style-type: none"> <li>▪ rate notice; and</li> <li>▪ reminder notice for instalment payments;</li> </ul> are in accordance with the FM Regulations. <i>FM Reg 56,57</i>	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>	
46. The local government established an audit committee and appointed members by absolute majority in accordance with section 7.1A of the Act.  <i>s7.1A</i>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
47. Where a local government determined to delegate to its audit committee any powers or duties under Part 7 of the Act, it did so by absolute majority.  <i>s7.1B</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
48. The person(s) appointed by the local government to be its auditor, is: <ul style="list-style-type: none"> <li>▪ a registered company auditor; or</li> <li>▪ an approved auditor; and</li> <li>▪ was appointed by an absolute majority decision of Council.</li> </ul> <i>s7.3</i>	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	

(i) Finance (cont)	Yes	No	N/A	Initials
49. The Auditor's report for the financial year ended 30 June 2005 was received by the local government within 30 days of completion of the audit. <i>Audit Reg 10</i>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
50. The Auditor's report for 2004/2005 was received by the local government by 31 December 2005. <i>s7.9(1)</i>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
51. Where the local government determined that matters raised in the auditor's report prepared under s7.9(1) of the Act required action to be taken by the local government: <ul style="list-style-type: none"> <li>▪ that action was undertaken by the local government;</li> <li>▪ a report on any actions undertaken was prepared; and</li> <li>▪ a copy of the report was forwarded to the Minister by the end of the financial year, or 6 months after the last report prepared under s7.9 was received by the local government, whichever was the latest in time.</li> </ul> <i>S7.12A(3), (4)</i>	<input type="checkbox"/>   <input type="checkbox"/>   <input type="checkbox"/>	<input type="checkbox"/>   <input type="checkbox"/>   <input type="checkbox"/>	<input checked="" type="checkbox"/>   <input checked="" type="checkbox"/>   <input checked="" type="checkbox"/>	
52. The agreement between the local government and its auditor includes: <ul style="list-style-type: none"> <li>▪ the objectives of the audit;</li> <li>▪ the scope of the audit;</li> <li>▪ a plan for the audit;</li> <li>▪ details of the remuneration and expenses to be paid to the auditor; and</li> <li>▪ the method to be used by the local government to communicate with, and supply information to, the auditor.</li> </ul> <i>A Reg 7</i>	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	

## (j) Elections

**Responsible Person's**

Full Name BRADEN FISHER

Position ACTING CEO

Initials



Signature 

**Responsible Person's**

Full Name

Position

**Initials**

☐

**Signature**

**Responsible Person's**

Full Name

### Position

**Initials**






1









**Signature**

**Comments explaining or qualifying any cases of non-compliance or where full compliance was not achieved. Also detail what remedial action has been or will be taken to ensure future compliance with the Act.**

This image shows a single sheet of white paper with horizontal blue or grey ruling lines. The lines are evenly spaced and run across the width of the page. There is no handwriting or other markings on the paper.



(i) ELECTIONS	Yes	No	N/a	Initial
1. Council, having first obtained the written agreement of the person concerned and the written approval of the Electoral Commissioner, in resolving to appoint a person other than the CEO to be Returning Officer: <ul style="list-style-type: none"> <li>▪ decided by an absolute majority;</li> <li>▪ decided at least 80 days before all election days; and</li> <li>▪ specified the term of the person's appointment.</li> </ul> <i>s4.20(2),(3)</i>	<input type="checkbox"/>   <input type="checkbox"/>   <input type="checkbox"/>   	<input type="checkbox"/>   <input type="checkbox"/>   <input type="checkbox"/>   	<input checked="" type="checkbox"/>   <input checked="" type="checkbox"/>   <input checked="" type="checkbox"/>   	
2. Council, in resolving to declare the Electoral Commissioner to be responsible for the conduct of any election: <ul style="list-style-type: none"> <li>▪ decided by an absolute majority; and</li> <li>▪ decided at least 80 days before all election days.</li> </ul> <i>s4.20(4),(5)</i>	<input type="checkbox"/>  <input type="checkbox"/>  	<input type="checkbox"/>  <input type="checkbox"/>  	<input checked="" type="checkbox"/>  <input checked="" type="checkbox"/>  	
3. Council, in deciding to conduct a postal election: <ul style="list-style-type: none"> <li>▪ decided by an absolute majority; and</li> <li>▪ decided at least 80 days prior to all election days.</li> </ul> <i>s4.61(2), (3)</i>	<input type="checkbox"/>  <input type="checkbox"/>  	<input type="checkbox"/>  <input type="checkbox"/>  	<input checked="" type="checkbox"/>  <input checked="" type="checkbox"/>  	
4. The CEO kept a register of enrolment eligibility claims of non-resident owners and occupiers which included the following information: <ul style="list-style-type: none"> <li>▪ full name and postal address (unless the address is suppressed in accordance with regulation 13(2)) of each person making an enrolment eligibility claim;</li> <li>▪ each decision to accept or reject an enrol eligibility claim;</li> <li>▪ date of the decision; and</li> <li>▪ where the eligibility claim was accepted, the expiry date of the claim, details of each parcel of rateable land subject of the claim, whether the person making the claim was an owner or occupier or as a nominee of joint owners or joint occupiers or of a body corporate and the ward to which the claim related.</li> </ul> <i>s4.32(6), Electoral Reg 13</i>	<input checked="" type="checkbox"/>    <input checked="" type="checkbox"/>    <input checked="" type="checkbox"/>    <input checked="" type="checkbox"/>    	<input type="checkbox"/>    <input type="checkbox"/>    <input type="checkbox"/>    <input type="checkbox"/>    	<input type="checkbox"/>    <input type="checkbox"/>    <input type="checkbox"/>    <input type="checkbox"/>    	
5. The CEO, in deciding a person is no longer eligible under s4.30 to be enrolled to vote: <ul style="list-style-type: none"> <li>▪ gave written notice to the person before making a decision regarding eligibility and allowed 28 days for the person to make submission on the matter; and</li> <li>▪ gave notice to the person after being satisfied that the person is no longer eligible to be enrolled.</li> </ul> <i>s4.35(2)(3)</i>	<input checked="" type="checkbox"/>  <input checked="" type="checkbox"/>  	<input type="checkbox"/>  <input type="checkbox"/>  	<input type="checkbox"/>  <input type="checkbox"/>  	

(j) ELECTIONS	Yes	No	N/a	Initial
6. On or after the 70 <sup>th</sup> day, but not later than the 56 <sup>th</sup> day before all election days the CEO gave Statewide public notice of the time and date of the close of enrolments for a person to be included on the electoral roll. <i>s4.39(2)</i>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
7. The CEO prepared and certified the owners and occupiers roll on or before the 36 <sup>th</sup> day before all election days. <i>s4.41</i>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
8. On or before the 22 <sup>nd</sup> day before all election days the Returning Officer, where required, deleted from the Owners and Occupiers Roll the name of any person whose name also appeared on the Residents Roll. <i>s4.43(1)</i>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
9. Statewide public notice calling for nominations of candidates was given by the Returning Officer on or before the 56 <sup>th</sup> day, but not later than on the 45 <sup>th</sup> day, before all election days. <i>s4.47</i>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
10. Statewide public notice was given no later than the 19 <sup>th</sup> day before all election days, giving details on the election including details of how, when and where the election will be conducted and who the candidates are. <i>s4.64(1) (2)</i>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
11. Before beginning to act as an electoral officer a declaration was made in the prescribed form by the Returning Officer or a person appointed under section 4.21 or 4.23 of the Act. <i>E Reg 7</i>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
12. The Returning Officer prepared or adopted an electoral code of conduct for the election and provided each electoral officer with a copy or access to a copy of the code. <i>E Reg 8</i>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
13. The local government has kept: <ul style="list-style-type: none"> <li>▪ accepted enrolment eligibility claim forms for a period of two years after the claim expires;</li> <li>▪ a copy of notices of acceptance of enrolment eligibility claims for a period of two years after the claim expires;</li> <li>▪ rejected enrolment eligibility claim forms for a period of two years after the claim was rejected;</li> <li>▪ a copy of the notice of rejection of enrolment eligibility claims for a period of two years after the claim was rejected.</li> </ul> <i>E Reg 17</i>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

(d) ELECTIONS	Yes	No	N/a	Initial
14. The local government kept moneys paid for nomination deposits in a fund of the local government. <i>E Reg 26</i>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
15. If the council elects the mayor or president and deputy mayor or deputy president, the election was conducted in accordance with Schedule 2.3 of the Act. <i>Schedule 2.3</i>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
16. The CEO has established and maintained an electoral gift register and has allowed the public to have access to the register. <i>E Reg 30G (1) 30H</i>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
17. Three days after any election day the CEO removed 'disclosure of gifts' forms completed by unsuccessful candidates from the electoral gift register and has retained these forms separately for a period of two years. <i>E Reg 30G (3)</i>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
18. The CEO has removed any 'disclosure of gift' forms completed by successful candidates from the electoral gift register, after they completed their term of office resulting from the election and retained these forms separately for a period of two years. <i>E Reg 30G (4)</i>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
19. A postal voters register has been kept which contains enrolment details and the respective ward of electors who have made successful application to be given postal papers for all voting in person elections. <i>E Reg 40</i>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
20. A report relating to each election held was provided to the Minister within 14 days of the declaration of the result of the election. <i>E Reg 81</i>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
21. A person elected as mayor or president, deputy mayor or president, or councillor, took an oath or affirmation of allegiance and made a declaration in the prescribed form; ▪ before acting in the office; and ▪ before a prescribed person. <i>s2.29</i>	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/>

### (k) Local Government Employees

**Responsible Person's**

Full Name BRADEN FISHER

Position ACTING CEO

Initials,

**Signature**

**Responsible Person's**

Full Name

Position

**Initials**

**Signature**

**Responsible Person's**

Full Name







### Position




**Initials**

**Signature**

**Comments explaining or qualifying any cases of non-compliance or where full compliance was not achieved. Also detail what remedial action has been or will be taken to ensure future compliance with the Act.**

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(k) LOCAL GOVERNMENT EMPLOYEES	Yes	No	N/a	Initial
1. The local government approved the process to be used for the selection and appointment of the CEO before the position was advertised. s9.59, Administration Reg 18C	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
2. All vacancies for the position of CEO and for designated senior employees were advertised. s5.36(4), 5.37(3), Admin Reg 18A	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
3. All advertisements for the position of CEO and for designated senior employees: ▪ were advertised in a newspaper circulating generally throughout the State; ▪ contained details of the remuneration and benefits offered; ▪ detailed the place where applications for the position were to be submitted ▪ detailed the date and time for closing of applications; ▪ indicated the duration of the proposed contract; and ▪ provided contact details of a person to contact for further information. s5.36(4), 5.37(3), Admin Reg 18A	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
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	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
4. The CEO informed council of each proposal to employ or dismiss a designated senior employee. s5.37(2)	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
5. The performance of each employee employed for a term of more than one year, including the CEO and each senior employee, was reviewed within the most recently completed 12 months of their term of employment. s5.38	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
6. The Council considered the CEO's performance review and decided to: ▪ accept the review, with or without modification, or ▪ reject the review. Admin Reg 18D	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
7. During the period covered by this Return, written performance based contracts were in place for the CEO and all designated senior employees who were employed since 1 July 1996. s5.39	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

(k) LOCAL GOVERNMENT EMPLOYEES (cont)	Yes	No	N/a	Initial
<p>8. The contract for the CEO and all designated senior employees details the maximum amount of money payable if the contract is terminated before the expiry date and this amount is the lesser of the value of:</p> <ul style="list-style-type: none"> <li>▪ one year's remuneration under the contract or</li> <li>▪ the value of the remuneration they would be entitled to if the contract was not terminated.</li> </ul> <p style="text-align: right;">s5.39 <i>Admin Reg 18B</i></p>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<p>9. Council has adopted a policy relating to employees whose employment terminates, setting out:</p> <ul style="list-style-type: none"> <li>▪ the circumstances in which council would pay an additional amount to that which the employee is entitled under a contract or award; and</li> <li>▪ the manner of assessment of an additional amount.</li> </ul> <p style="text-align: right;">s5.50(1)</p>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<p>10. Public notice was given on all occasions where council made a payment that was more than the additional amount set out in its policy.</p> <p style="text-align: right;">s5.50(2)</p>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	

**(I) Local Government Grants  
Commission, Miscellaneous Provisions  
and Disposal of Property**

**Responsible Person's**

Full Name BRAOEN FISHER

Position ACTING CEO

**Initials**

Signature 

**Responsible Person's**

Full Name

Position

Initials



**Signature**

**Responsible Person's**

Full Name

Position






Initials



**Signature**

**Comments explaining or qualifying any cases of non-compliance or where full compliance was not achieved. Also detail what remedial action has been or will be taken to ensure future compliance with the Act.**

[illegible]

<b>(l) Local Government Grants Commission</b>		<b>Yes</b>	<b>No</b>	<b>N/A</b>	<b>Initials</b>
1.	The local government supplied to the Grants Commission such financial and other information as to its affairs as specified and required by the Commission. <i>s12(4)</i> <i>Local Government Grants Act 1978</i>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<b>(l) Miscellaneous Provisions</b>					
2.	Each person who has received an unfavourable decision from Council, or from an employee of the local government exercising delegated authority, that is appealable under Part 9 of the Act was informed of his or her right to object and appeal against the decision. <i>s9.4</i>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
3.	On all occasions, those employees who represented the local government in court proceedings, were appointed by the CEO in writing. <i>s9.29(2)(b)</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
<b>(l) Disposal of Property</b>					
4.	Any property not disposed of by public auction or tender was given local public notice prior to disposal. <i>s3.58(3)</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
5.	Details, as prescribed by section 3.58(4), were given in each local public notice for the disposal of property. <i>s3.58(4)</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	



## (m) Swimming Pools, Cemeteries and Caravan Parks and Camping Grounds

Responsible Person's

Full Name Dennis Archer

Initials

Position PEHO / BSSignature [Handwritten Signature]

Responsible Person's

Full Name \_\_\_\_\_

Initials



Position \_\_\_\_\_

Signature \_\_\_\_\_

Responsible Person's

Full Name \_\_\_\_\_

Initials







Position \_\_\_\_\_

Signature \_\_\_\_\_

Comments explaining or qualifying any cases of non-compliance or where full compliance was not achieved. Also detail what remedial action has been or will be taken to ensure future compliance with the Act.

Swimming pool inspections required 2006  
by 245A(5)(a)

(m) Swimming Pools	Yes	No	N/A	Initial
1. Inspections of known private swimming pools either have been, or are proposed to be, carried out as required by section 245A(5)(aa) of the <i>Local Government (Miscellaneous Provisions) Act 1960</i> .  <div style="text-align: right;">s245A(5)(aa) <i>Local Government (Miscellaneous Provisions) Act 1960</i></div>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
<b>(m) Cemeteries</b>				
2. A register has been maintained which contains details of: <ul style="list-style-type: none"> <li>▪ all burials in the cemetery, including details of the names and descriptions of the deceased persons and location of the burial; and</li> <li>▪ all grants of right of burial in the cemetery, including details of assignments or bequests of grants.</li> </ul> <div style="text-align: right;">s40(1)(a), (b) <i>Cemeteries Act 1986</i></div>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
3. Plans have been kept and maintained showing the location of all burials registered in 2 above. <div style="text-align: right;">s40(2) <i>Cemeteries Act 1986</i></div>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<b>(m) Caravan Parks And Camping Grounds</b>				
4. The local government has inspected each caravan park or camping ground in its district within the period 1 July 2004 to 30 June 2005. <div style="text-align: right;">s21(1) <i>Caravan Parks and Camping Grounds Act 1995</i></div>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

## Attachment 1

**STATUTORY REQUIREMENTS**  
**(as per Audit Regulation 13)**  
**NOT INCLUDED IN THE 2005 COMPLIANCE AUDIT RETURN**

**Local Government Act 1995**

	5.56	Requirement to make a plan for the future
	5.75	Requirement to lodge primary return
	5.76	Requirement to lodge annual return
	5.77	Acknowledging receipt of primary and annual returns
	5.94	Right to inspect certain local government information
	5.95	Limits on the right to inspect information
	5.96	Copies of information to be available
	9.6(5)	Dealing with objections – notice of how objection has been disposed of and the reason for disposing of it in that way
Schedule	2.2 (6)(7)(9)	Provisions about names, wards and presentation – ward and boundary review processes

**Regulations**

Financial Management	5	Financial management duties of the CEO
	6	Audits and performance reviews to be independent
	8	Bank accounts – requirements
	9	Accounting for trading undertakings and major land transactions.
Administration	19C	Requirements for a plan for the future
	19D	Requirement to give notice of the plan for the future
	22	Form for primary returns
	23	Form for annual returns

---

<b>9.2.2</b>	<b>Naming of Function Centre</b>
<b>Proponent:</b>	<b>Wagin Agricultural Society / Wagin Historical Village</b>
<b>Reporting Officer:</b>	<b>Acting Chief Executive Officer</b>
<b>File:</b>	<b>PRO 13</b>

---

### **Summary**

A letter has been received from the Wagin Agricultural Society advising that they have been approached by the Wagin Historical Village to name the new Function Centre "The Eric Farrow Pavilion".

### **Background**

The Wagin Historical Village have advised in their correspondence that Eric Farrow was a past President of the Wagin Agricultural Society and to their knowledge the first Woolorama President. They also advise that Mr Farrow was instrumental in moving the annual event from October to March.

With no public record or indication of his commitment and involvement with the Wagin Agricultural Society the naming of the new building is requested by the Wagin Historical Society.

### **Comment**

The Wagin Agricultural Society have provided comment on this proposal and advise that they fully endorse the naming of the building "The Eric Farrow Pavilion" and request that Council give strong consideration to this suggestion.

At present the building in question has been referred to as the New Function Centre however a permanent name endorsed by Council is more appropriate.

**Statutory Environment:** Nil

**Budget Implications:** Nil

### **Officer's Recommendation**

That Council endorse the suggestion of the Wagin Historical Village and Wagin Agricultural Society in naming the new function centre building "The Eric Farrow Pavilion".

### **Council Resolution**

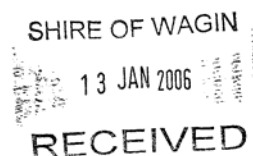
**163 Cr KM Draper/Cr RP Johnson**

That the Officer's Recommendation be adopted.

**CARRIED**  
Vote 10/0



Wagin—**Home of Woolorama** and the Giant Ram



Secretary: **Kerry Tacken**

PO Box 241, Wagin WA 6315  
Telephone/Fax (08) 9861 1611  
Email: woolorama@westnet.com.au  
Website: www.woolorama.com.au

January 12, 2006

B Fisher  
Acting CEO  
Shire of Wagin  
PO Box 200  
WAGIN WA 6315

Dear Braden,

**Naming of Function Centre**

The attached letter from the Wagin Historical Village, of which a copy has been forwarded to the Shire, was tabled at the January meeting of the Wagin Agricultural Society as well as at a previous meeting.

The committee members wholly endorse the suggestion put forward by the Historical Village in naming the new Function Centre 'The Eric Farrow Pavilion' as being an appropriate recognition of a valuable community member. We would like to request the Council to seriously consider the suggestion at the next meeting.

It would be appreciated if you could inform this committee of council's decision when it has been resolved. Thank you.

Yours sincerely,



Kerry Tacken  
Secretary

**Wagin Woolorama**  
Friday & Saturday  
March 10 & 11, 2006



11 FEB 2005

7/2/05

Secretary  
Kerry Tacken  
Wagin Woolorama  
Wagin 6315

Dear Kerry,

I have been asked by our members to write to Woolorama with a suggestion as to the naming of the new building (previously referred to as The Toms Building).

The Wagin Historical Village members would like to see the building named 'The Eric Farrow Building'. As most Woolorama members are aware Eric was a President of The Wagin Agricultural Society and to our knowledge the first Woolorama President. His vote was the casting vote that moved the event from October to March to become our annual Woolorama.

Giving the building his name, would show the depth of feeling Wagin has for a man who was a tireless volunteer worker for many years and had the respect of everyone he come into contact with. Eric was a fountain of information with regard to Wagin's history, and he is sadly missed by his many friends and associates.

There is no public record or indication of his commitment and involvement with the Wagin Agricultural Society, and we feel the naming of the new building would rectify this oversight.

I have sent a carbon copy of this letter to the Wagin Shire.

Yours sincerely,

Glenys Ball  
President  
Wagin Historical Village  
PO Box 11  
Wagin 6315

10-JAN-2006 16:32 FROM:BALL

0898611960

TO:98611204

P.2/2

PRO13.

0898611960

7/2/05

Secretary  
Kerry Tacken  
Wagin Woolorama  
Wagin 6315

SHIRE OF WAGIN

11 JAN 2006

RECEIVED

cc. Ian Fitzgerald  
Wagin Shire.

Dear Kerry,

I have been asked by our members to write to Woolorama with a suggestion as to the naming of the new building (previously referred to as The Toms Building).

The Wagin Historical Village members would like to see the building named 'The Eric Farrow Pavilion'. As most Woolorama members are aware Eric was a President of The Wagin Agricultural Society and to our knowledge the first Woolorama President. His vote was the casting vote that moved the event from October to March to become our annual Woolorama.

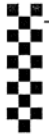
Giving the building his name, would show the depth of feeling Wagin has for a man who was a tireless volunteer worker for many years and had the respect of everyone he came into contact with. Eric was a fountain of information with regard to Wagin's history, and he is sadly missed by his many friends and associates.

There is no public record or indication of his commitment and involvement with the Wagin Agricultural Society, and we feel the naming of the new building would rectify this oversight.

I have sent a carbon copy of this letter to the Wagin Shire.

Yours sincerely,  
Glenys Ball  
President  
Wagin Historical Village  
PO Box 11 Wagin 6315

Received Time 10. Jan. 16:36



-JAN-2006 16:31 FROM:BALL

0898611960

TO:98611204

P.1/2

0898611960

**Hello Ian , I sent a copy of this letter to the Shire some twelve months ago , The same letter was sent to Woolorama and somehow it was not brought up at a meeting but will be tonight.**

**Thought you should have a copy available.**

**Best wishes, Glenys Ball**

Received Time 10. Jan. 16:36



<b>9.2.3</b>	<b>Smart Start Program</b>
<b>Proponent:</b>	<b>Fiona Dawson</b>
<b>Reporting Officer:</b>	<b>Acting Chief Executive Officer</b>
<b>File:</b>	<b>DEP 11</b>

---

### **Summary**

The proponent has written to Council requesting support for the Smart Start Program.

### **Background**

Council received a deputation from Yvette Moran and Jo Drayton at the September 2004 Council Meeting on the Smart Start Program and subsequently declined to provide financial assistance.

The Smart Start program is an investment in the critical years of a child's development, namely birth to four years and explores the social benefits of investing in children and their families.

The capacity building program promotes that good nutrition, nurturing and responsive care giving in the first years of life, together with good early child development programs, improve outcomes of learning, behaviour, physical and mental health for children.

### **Comment**

A petition has been received containing 35 signatures of citizens that consider the Smart Start program to be significant benefit to the Wagin Community and would like it to be considered as part of the 10 Year Plan for the Future.

From the information supplied the funding sought for is as follows

2006	\$250
2007	\$500
2008	\$750
2009	\$1,000
2010	\$1,250 plus \$1,250 each year thereafter.

In fairness to those Councillors who were not present at the September 2004 meeting it may be appropriate to invite Jo Drayton to again provide a presentation on the Smart Start Program prior to any formal decision is made.

**Statutory Environment:** Nil

**Budget Implications:** No allocation made in 2005/2006

### **Officer's Recommendation**

That Council invite Jo Drayton to address the March or April 2006 ordinary Council meeting to provide an overview of the Smart Start Program.

### **Council Resolution**

**164 Cr IC Cumming/Cr RP Johnson**

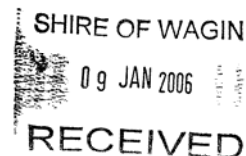
That the Officer's Recommendation be adopted.

**CARRIED**  
Vote 6/4

DEP 11

**WAGIN SHIRE COUNCIL**

FIONA DAWSON  
RMB 49  
WAGIN WA 6315



9 January, 2006

P O BOX 200 WAGIN WA 6315

Dear Sir

RE: SMART START PROGRAM

I am writing to you to request that you review your decision to take on board the above program. After attending an information night with Maggie Dent that was co-ordinated by Jo Drayton from Narrogin I was excited by the potential of what I heard. This was a very informative evening and vital for the future of our community. I believe an invitation was sent to the Wagin Shire to which they never responded.

Jo Drayton promoted the Smart Start Program and advised us that it had been presented to the Wagin Shire only to receive a negative response. This was met with alarm by those attending the Maggie Dent evening.

I have collected a number of signatures from the citizens of this town who all believe this to be a valid program. In light of your recent '10 Year Plan For The Future' I think it is necessary you review this and include it in your expenditure commencing 2006. Jo Drayton is more than happy to return to Wagin to present this to you once again.

I look forward to your reply.

Sincerely,

A handwritten signature in black ink, appearing to be 'Fiona Dawson', written over a horizontal line.

FIONA DAWSON

We support the implementation of a Smart Start Program in the Wagin Shire as an investment in the future.

F. Hansen	98611697	J. Saunders	98626074
K. Dixon	98611697	N. Parker	98611239
M. Wheeler	98611672	P. Adrain	98611193
E. Gillis	98612015	Linda West	9861124
J. ANDREWS	98611915	Glenda Spurr	98611538
C. WHITE	98612105	TONY SCARDIATA	98611706
S. TOMS	98626140	C. J. LEWIS (A.P.)	98611633
S. Benck	98611486	Debra Stephens	98612229
A. Douglas	98611301	BEVERLY CHERITON	98611052
G. Wilson	98611617		
ELANE Jeff	98612430		
C. MARLEY	98611346		
PAUL ROWE	98611969		
Karen Blake	98611969		
Gene Kemm	98611128		
David Harrison	98611877		
Shelley Humphrey	98611000		
Bill Thomas	98611628		
Ken Foster	98612046		
R. Walker	98611046		
R. D. Hughes	98612309		
M. D. D.	98611651		
M. H.	98611477		
C. Lenaghan	98611090		
L. Sutherland	98611992		
Lisa Sanders	98626095		

## **A Smart Start**

The 'A Smart Start' initiative forms positive partnerships and collaborations between local government and communities, schools and agencies that offer services to the community.

'A Smart Start' is an investment in the critical years of a child's development, namely birth to four years and explores the social benefits of investing in children and their families. There has been extensive, convincing research that the first four years of a child's life are critical for the development of his/her physical, cultural, social and mental well-being.

This capacity building program promotes that good nutrition, nurturing and responsive care giving in the first years of life, together with good early child development programs, improve outcomes of learning, behaviour, physical and mental health for children.

The WA Child Health Survey (1997) cited strong evidence for the effectiveness of promotion and prevention strategies and implementation of evidence based approaches during the formative years.

'A Smart Start' strategies and resources support parents/caregivers in providing key foundation experiences that enhance the literacy, numeracy and social skills of children aged 0–4 years. This proactive and inclusive program promotes parents as partners with schools, agencies and the community to ensure that all children reach their developmental potential in readiness for school.

The program establishes strong enduring relationships with families from birth, by way of a personal gift to the child and a series of personalised packages provided at regular intervals – 6 months, 12 months, 18 months, 2 years, 3 years and 4 years. The packs include developmental milestones for speech and hearing, fine and gross motor skills, vision and social skills, dental and dietary guidelines, immunisations schedules, behavioural guidelines, educational activities and suggestions. Children also receive an age and culturally appropriate book on their birthdays. The delivery of this aspect of the program has been made possible from the financial commitment to 'A Smart Start' by the local Shire Council.

Another aspect of the program is to ensure that relationships are strengthened between families, support agencies, the community and the school by offering regular 'information' gatherings, which will provide opportunities for parents/caregivers and children to socialise and access informal and formal support. This support is delivered by the Child Health Nurse, Speech Pathologists, Occupational Therapist, Dietician, Dental Therapist, School Psychologist, School staff members and other professionals and agencies.

Local initiatives such as 'A Smart Start' are imperative if we are to promote and deliver excellence within the context of declining rural populations and

the centralisations of key services. Our communities will be best served if we all ensure children optimise early brain development, culminating in physical, social and mental well-being.

'A Smart Start' ensures that the extended family, agencies, local government and the community are "working together" to cater for the needs of all children in their community.

JO DRAYTON  
A SMART START COORDINATOR

### **Resource File**

Contains information on Child Health Clinics  
Immunisation Schedules  
Information on Hearing & Speech  
Social Skills & Play  
Gross Motor Skills  
Fine Motor Skills  
Vision  
Diet Issues  
Dental Issues  
Developmental Activities

This information is not given all at once, it is given out at the developmental milestones of

6 months  
12 months  
18 months  
2 years  
3 years  
4 years

Updates are delivered personally, ensuing that we 'keep in touch' and monitor some of our young and isolated families.

We are currently working on putting together a package for those children who have a birth date after 1<sup>st</sup> July – that will not be entering Kindergarten until they turn 5 years of age.

Included with the Resource File is a Fridge Magnet, which includes local telephone contact numbers along with Toll Free numbers for agencies such as Ngala, Helpline WA, Breastfeeding Australia, Mental Health, and Primary Health.

### **BOOKS**

Children receive an age and culturally appropriate book at birth and then at each subsequent birthday until they enter Kindergarten. A Database is maintained to make sure that no family receives the same book for subsequent children that may enter the program. A Label is placed in the inside cover of the books, which includes the child name, and Logo's for the Shire, Education Department, Local School and Health Department.

### **MORNING TEAS AND WORKSHOPS**

Our 'A Smart Start' Mums are invited to regular 'informal' morning tea's, giving our new Mum's are great opportunity to 'network' and share practices with other Mum's with similar aged children. At these morning teas, our Mum's are given the opportunity to 'direct/control' the delivery of the program, by deciding which workshops/information sessions they would like delivered.

Some of the workshops that have previously been delivered through the 'A Smart Start' program have been workshops that have not been previously offered in country towns.

We have established strong enduring partnerships with the following organisations:

Primary Health – including Speech Therapists, Occupation Therapists, Physiotherapists, Dieticians, Child Health Nurses  
Playgroup WA  
Parent Information Centre (based in Northam) aligned to DCD  
Noah's Ark Toy Library  
Trover Learning  
Institute for Child Health Research

### **LOCAL COMMITTEES**

Parents are able to take 'greater control' of the delivery of the program through our Local Committees that we establish in the town – and the local committee members 'drive' the program and are the 'voice' of the local community.

Our committees are using made up from a representative from the following:

A Smart Start Coordinator  
Local School  
Local Playgroup  
DayCare Centre  
Police  
Aboriginal Representative  
Parents / Grandparents / Caregivers  
Local Government

### **FINANCIAL CONTRIBUTION**

In closing I urge you to look favourably at our proposal, to deliver this resourceful and invaluable program to the Shire of Wagin. We need to bring together, the Department of Education and Training, Department of Health and Local Government to ensure that children aged 0-4 are given the optimal learning environment in their home and community.

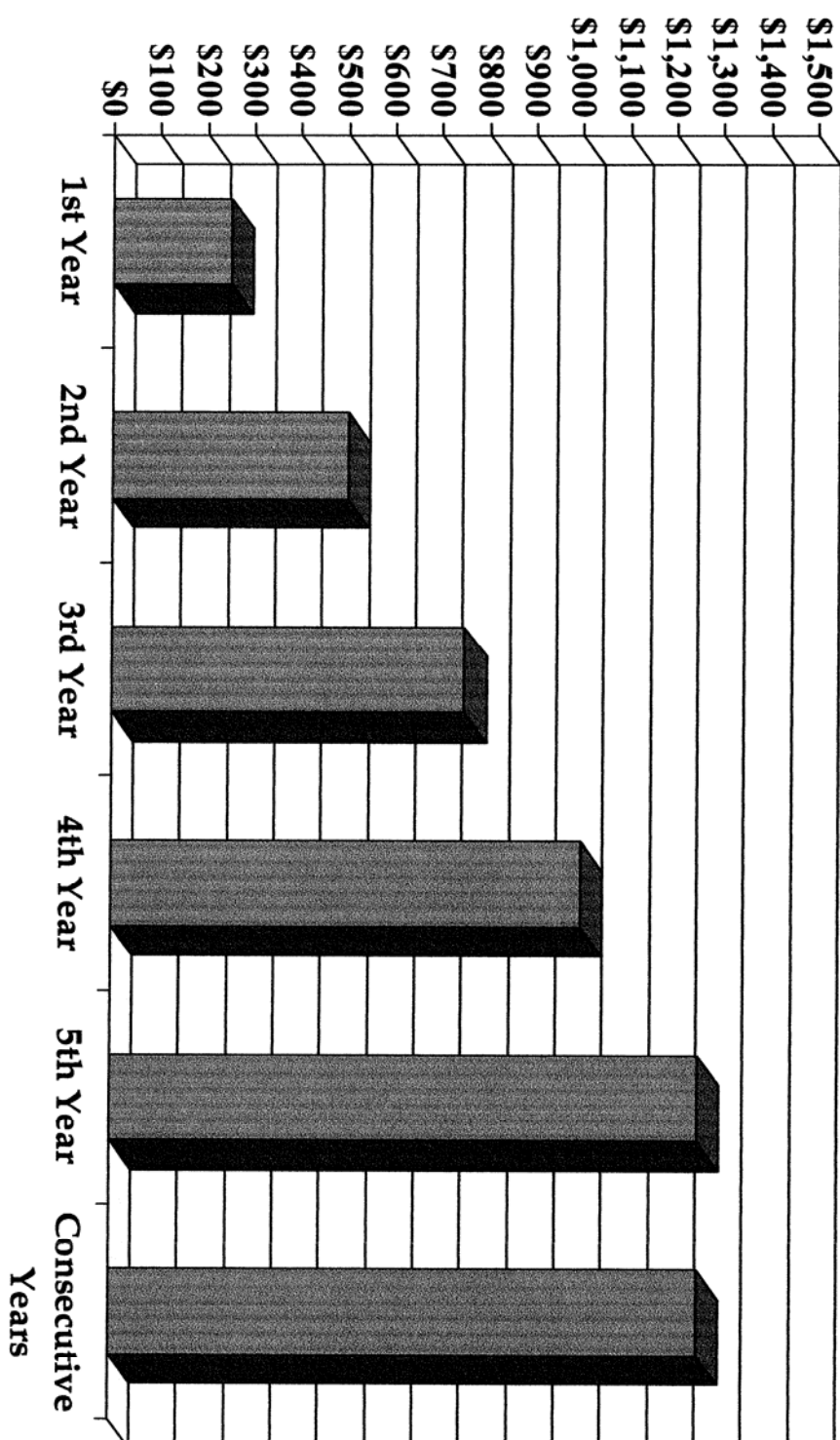
I will know hand out the financial contribution that we are seeking from your Shire .....





## FINANCIAL CONTRIBUTION FROM THE SHIRE OF WAGIN

Based on Average Birth Rates for the Shire of Wagin  
of which the average is 25 births per year  
(information obtained from the Department of Health)



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<b>9.2.4</b>	<b>Draft Lease Reserve 6318 being Wagin Lot 310</b>
<b>Proponent:</b>	<b>WA Country Health Service</b>
<b>Reporting Officer:</b>	<b>Acting Chief Executive Officer</b>
<b>File:</b>	<b>WLF 1/2</b>

---

### Summary

The existing lease agreement that the Shire of Wagin has with the WA Country Health Service for portion of Reserve 6318 being Wagin Lot 310 that encompasses the Waratah Lodge has since expired.

### Background

The previous lease agreement expired on 30<sup>th</sup> June 2005 as a result of the further 21 year option not being exercised.

Contact has been made with the WA Country Health Service regarding this expired lease and a new lease has been provided in draft form for Council to consider.

### Comment

The proposed lease from the WA Country Health Service is for a term of 21 years with a commencement date to be determined.

Particulars of the proposed lease agreement include public liability insurance cover of \$10m, rental of one peppercorn, and a term of 21 years with no option of renewal for a further term.

**Statutory Environment:** Nil

**Budget Implications:** Nil

### Officer's Recommendation

That Council;

- advise the WA Country Health Service that it accepts the proposed lease agreement for Reserve 6318 being Wagin Lot 310.
- authorise the Shire President and Acting Chief Executive Officer the execute the lease agreement upon a final copy being provided.
- advise the Wagin Frail Aged when the proposed lease agreement has been approved and executed.

### Council Resolution

**165 Cr AC Dohle/Cr EN Pugh**

That the Officer's Recommendation be adopted.

**CARRIED**  
Vote 10/0

2006

**WA COUNTRY HEALTH SERVICE**

**AND**

**SHIRE OF WAGIN**

---

**LEASE**

---

**STATE SOLICITOR'S OFFICE  
COMMERCIAL AND CONVEYANCING  
PERTH**

**TELEPHONE : 9264 1888**

**FAX: 9264 1442**

**SSO 3941/91CC1**

**CONTENTS****Clause**

1. LEASE
2. LESSEE'S COVENANTS
  - 2.1 Pay Rent
  - 2.2 Outgoings and Telephone
  - 2.3 Repair and Maintain
  - 2.4 Comply with Legislation and Regulations
  - 2.5 Goods and Services Tax
  - 2.6 No Alterations or Additions
  - 2.7 Display Nameplates
  - 2.8 Use of Leased Premises
  - 2.9 Cleaning
  - 2.10 No General Nuisance or Dangerous Trade
  - 2.11 Not to Void Insurance
  - 2.12 Indemnity
  - 2.13 Public Liability Insurance
  - 2.14 Assignment and Underletting
  - 2.15 Permit Entry to Lessor
  - 2.16 Default
  - 2.17 Report Accidents and Repairs
  - 2.18 Yielding Up
  - 2.19 Legal Costs
  - 2.20 No Auction Sale
  - 2.21 No Prohibited Substance
  - 2.22 No Overloading
  - 2.23 Not to Pollute
  - 2.24 Pest Control
3. LESSOR'S COVENANTS
  - 3.1 Quiet Possession
  - 3.2 Insurance
4. MUTUAL COVENANTS
  - 4.1 Default by Lessee
  - 4.2 Termination on Destruction
  - 4.3 Variation of Lease
  - 4.4 Lessor's Fixtures and Fittings
  - 4.5 Parties may Act by Agents
  - 4.6 No Waiver
  - 4.7 Holding Over
  - 4.8 No Warranty as to Use

- 4.9 Notices
- 4.10 Disputes
- 4.11 Lessor not Liable

5. INTERPRETATION

SCHEDULE

THIS DEED OF LEASE is made this                      day of                      2006

BETWEEN:

**WA COUNTRY HEALTH SERVICE** of                      ("the Lessor") of the one part,

AND

**SHIRE OF WAGIN** of Arthur Road Wagin Western Australia ("the Lessee") of the other part.

RECITALS:

- A. Care, control and management of Reserve 6318 being Wagin Lot 310 ("the Reserve") is vested in the Minister for Health for the purpose of Hospital and Allied Purposes with power to lease for any term subject to the consent of the Minister for Lands.
- B. The Minister for Health is incorporated as the Lessor under section 7 of the Hospitals and Health Services Act 1927 and has delegated all the powers and duties as such to the Director General of Health.

OPERATIVE PART:-

1. LEASE

The Lessor hereby leases to the Lessee all that portion of the Reserve which is delineated and cross hatched on the plan annexed hereto together with all improvements thereon ("the Leased Premises") TO HOLD the same for the term as specified in Item 1 of the Schedule ("the Term") EXCEPTING AND RESERVING to the Lessor the following:

- (a) the free and uninterrupted passage of running water and electricity and telephones and air and ventilation and their respective services from and to the Reserve for the use and convenience of the Lessor and other persons from time to time occupying or entitled to use any portion of the same by and through the gutters sewers watercourses conduits pipes cables and wires which are now or may hereafter during the Term be in or under or over or along or affixed to the Leased Premises,
- (b) the right to enter the Leased Premises with or without workmen and others at all reasonable time for the purpose of inspecting renewing repairing reconstructing or altering the said gutters sewers watercourses conduits pipes cables wires and services and/or of adding others thereto in or through or to the Leased Premises,

UPON AND SUBJECT to the covenants conditions and agreements herein contained or implied and to the covenants and powers implied by any act for the time being in force (unless hereby negatived or modified) the Lessees YIELDING AND PAYING the rent specified in Item 2 of the

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Schedule ("the Rent").

LESSEE'S COVENANTS

2. THE Lessee covenants with the Lessor as follows:

2.1 Pay Rent

to pay the Rent on Demand

2.2 Outgoings and Telephone

(a) to pay and discharge on the due date for payment thereof all present and future rates and taxes charges assessments duties impositions penalties and other outgoings ("Outgoings") whatsoever which now are or during the Term shall be assessed and charged upon or in respect of the Leased Premises or the use or occupation of the Leased Premises or any part thereof or any business carried on at or from the Leased Premises and within fourteen (14) days of receipt of any account to pay for water electricity and gas consumed on the Leased Premises and all meter rentals,

(b) when any charges for Outgoings include charges with respect to other land the Lessee shall pay a portion of such charges. The proportion is calculated as the ratio that the area of the Leased Premises bears to the total area of the land the subject of the caveat.

(c) to pay for all telephone charges and meter installations and rentals incurred in respect of any telephone services to the Leased Premises.

2.3 Repair and Maintain

at all times during the Term at its own cost and expense in all things to keep and maintain-

- (a) the Leased Premises well cleansed and drained and in good sanitary condition; and
- (b) all buildings fences gates and other improvements now or hereafter comprising the Leased Premises in good tenantable repair order and condition;
- (c) to repair and/or replace those parts of the Leased Premises in need of the same on account of any negligent or wilful act or omission by or on the part of the Lessee or any agent, employee, officer, contractor, licensee, or invitee of the Lessee.

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2.4 Comply with Legislation and Regulations

at the Lessee's own expense to fully and punctually comply with and observe the provisions of all statutes both State and Federal and all regulations by-laws and orders made thereunder in anywise relating to the Leased Premises or the use thereof or to the business or occupation for the time being carried on the Leased Premises or by the Lessee irrespective of whether or not they are binding on the Lessor or whether such provisions regulations and by-laws are applicable to the Lessor or the Lessee.

2.5 Goods and Services Tax

(a) Definitions

Unless the contrary intention appears, in this clause:

**GST** means a tax levied on the value of a good or service or property supplied, including but not limited to the value represented by the Rent and the amount of outgoings, rates and taxes or other money payable to the Lessor for goods or services or property.

**Input Tax** means an amount equal to the amount of GST paid or payable for the Supply of anything.

**Supply** means a good or service or property supplied under this lease, including but not limited to the Leased Premises, utilities and other goods or services or property the cost of which comprises part of the Rent, outgoings or rates and taxes.

**Tax Invoice** means an invoice in the format required by the law which shows the amount of GST payable by the Lessor in respect of the payment by the Lessee to the Lessor of any Rent, outgoings or other amount payable by the Lessee to the Lessor under this lease.

(b) Lessee must pay GST

The Lessee must pay to the Lessor the amount of any GST the Lessor pays or is liable to pay on a Supply.

(c) Lessee must pay GST at same time

The Lessee must pay to the Lessor the amount of the GST that the Lessee is liable to pay:

(i) at the same time; and

(ii) in the same manner



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as the Lessee is obliged to pay for that Supply, including in relation to Rent, outgoings and rates and taxes, at the time the Lessee is obliged to pay those amounts.

(d) Prices do not include GST

The price for each Supply, including Rent, fixed or determined under this Lease does not include GST on that Supply and the Lessee must pay the amount of GST in addition to the price for that Supply fixed or determined under this Lease.

(e) Apportionment of GST

Where a Supply is not separately supplied to the Lessee, the liability of the Lessee for any amount for GST in relation to that Supply is determined on the same basis as the Lessee's proportion of outgoings is determined.

(f) Statement of GST paid is conclusive

A written statement given to the Lessee by the Lessor of the amount of GST that the Lessor pays or is liable to pay is conclusive as between the Parties except in the case of an obvious error.

(g) Tax Invoices

As a pre-condition of any payment of an amount in respect of GST by the Lessee in respect of Rent and outgoings, the Lessor must issue to the Lessee in the calendar month before the month in which the relevant payment for the Supply is due, a Tax Invoice in respect of the payment required. In respect of any other payment the Lessor must issue to the Lessee a Tax Invoice within seven (7) days of the payment being made.

(h) Input Tax Excluded

Outgoings exclude any amount of Input Tax in respect of the outgoings to the extent that the Lessor is entitled to a credit for the Input Tax under the law.

2.6 No Alterations or Additions

not to erect or build or permit or cause to be erected or built on the Leased Premises any buildings or improvements or to make any alteration of or additions to the buildings and other improvements on the Leased Premises without the approval in writing of the Lessor first had and obtained (which approval the Lessor may not unreasonably withhold) and then only in strict accordance with plans and specifications first approved of by the Lessor.

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2.7 Display Nameplates

not to erect paint affix exhibit or place upon the Leased Premises or any part thereof any nameplate sign advertisement or notice without the Lessor's consent and at the end or sooner determination of the Term the Lessee shall if and so required to do so by the Lessor remove all nameplates signs advertisements or notices and make good any damage made to the Leased Premises by the removal of the nameplates signs advertisements or notices at the Lessee's own cost and expense,

2.8 Use of Leased Premises

not without the consent in writing of the Lessor on each occasion first being obtained to carry on or suffer or permit to be carried on or upon the Leased Premises or any part thereof any profession occupation trade or business other than that of aged care services and accommodation and also such ancillary services as may be approved in writing in writing by the Commissioner for Health ("the Commissioner") from time to time,

2.9 Cleaning

at its own cost to arrange cleaning of the Leased Premises and to ensure that the Leased Premises are kept in a clean and tidy state and the physical condition is to be the same at the end of the Term as at the commencement subject to fair wear and tear.

2.10 No General Nuisance or Dangerous Trade

- (a) not to do or leave undone or suffer to be done or left undone any act matter or thing whereby a nuisance or anything in the nature of or which may be deemed to be a nuisance by any local or public authority body or person within the meaning of any statute now or hereafter in force or any regulation or by-law thereunder may exist arise or continue upon or in connection with the Leased Premises or the use thereof or any business carried on upon the same and forthwith to abate such nuisance or alleged nuisance and to carry out and comply with all the provisions of any such statute regulation or by-law and of any requisition of any public or local authority in reference thereto,
- (b) not to carry on or suffer to be carried on the Leased Premises or any part thereof any dangerous or offensive occupation or business or to do or suffer to be done or left undone in or upon the Leased Premises any act or thing which may be or become a nuisance danger annoyance or inconvenience to the Lessor or to any other person on or in the vicinity of the Leased Premises,

2.11 Not to Void Insurance

not to do or suffer any act or thing on or about the Leased Premises which may render

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void or voidable any policy of insurance held in respect of the Leased Premises or which may make the insurance moneys in respect of any such insurance irrecoverable,

2.12 Indemnity

The Lessee will indemnify the Lessor against any action, suit, demand, claim, loss, liability, damage, cost or expense (whether in the nature of economic loss or loss of profits or otherwise) or other liability resulting from:

- (a) any damage to the Leased Premises or other property; or
- (b) the death of, or injury to, any person,

caused by:

- (c) any act, negligence or default of the Lessee or any of the Lessee's employees, agents, contractors, service suppliers, sub-contractors, sub-lessees, lessees, customers and other visitors and any other person who at any time is on the Leased Premises with or without the consent of the Lessee; or
- (d) any danger created by the Lessee or Lessee's employees, agents, contractors, service suppliers, sub-contractors, sub-lessees, lessees, customers and other visitors and any other person who at any time is on the Leased Premises with or without the consent of the Lessee.

2.13 Public Liability Insurance

to effect and maintain public liability insurance with respect to any damage or injury to persons or property occurring within the Leased Premises or near the Leased Premises with an insurance company approved by the Lessor in a sum of at least TEN MILLION DOLLARS (\$10,000,000) for each claim. The Lessee must produce to the Lessor on request in writing by the Lessor the policy or copy of it or a certificate of insurance,

2.14 Assignment and Underletting

not to assign, sub-let, mortgage, charge or otherwise encumber or part with the possession of or dispose of the Leased Premises or any part thereof or the benefit at law or in equity of this Lease without the consent in writing of the Lessor first had and obtained which the Lessor may (but is not obliged to) give -

- (a) in respect of a sub-lease of the Leased Premises or any part thereof (being except for the term and rent, a sub-lease not inconsistent in its terms with any of the covenants, terms and conditions contained in this Lease) to a respectable responsible and solvent person;
- (b) if the Lessee wishes to assign the whole of the Leased Premises and the benefit

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of this Lease, if -

- (i) the proposed assignee is a respectable, responsible and solvent person;
  - (ii) the Lessee procures the execution by the proposed assignee of a Deed of Assignment of this Lease to which the Lessor are parties in a form approved by the Lessor's solicitors at the cost of the Lessee or the assignee in all respects;
  - (iii) all Rent then due and payable has been paid and there is not any existing unremedied breach of any of the Lessee's Covenants in respect of which the Lessor has previously given notice;
  - (iv) the assignment contains a covenant by the proposed assignee with the Lessor that the proposed assignee shall at all times during the continuance of the Term duly perform and observe all the Lessee's Covenants; and
  - (v) the Lessee first pays to the Lessor all proper and reasonable costs, charges and expenses incurred by the Lessor of and incidental to any enquiries which may be made by or on behalf of the Lessor as to respectability, responsibility and solvency of any proposed assignee;
- (c) if the proposed assignee is a company not listed on any Australian Stock Exchange or if the sub-lessee is a proprietary company, if the Directors of that company guarantee to the Lessor and the Lessor-
- (i) in the case of an assignment the observance and performance by the proposed assignee of the Lessee's Covenants and the payment of any moneys payable by the Lessee arising from this Lease; or
  - (ii) in the case of a sub-lease (the form of which shall be subject to the approval of the Lessor) the observance and performance by the sub-lessee of the Lessee's Covenants other than the covenants by the Lessee hereunder to pay the Rent reserved by this Lease; and
- (d) if the covenants and agreements on the part of any proposed assignee or sub-lessee shall be deemed to be supplementary to the Lessee's Covenants and shall not in any way relieve or be deemed to relieve the Lessee from any of the Lessee's Covenants.

PROVIDED THAT if the Lessee is a company any change at any time or times after the Commencement Date (whether by transfer, allotment, or otherwise and whether as the result of one or more transactions) in the beneficial ownership of 20% or more of the

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issued shares from time to time of the Lessee, or if the Lessee is the trustee of a Unit Trust any change at any time or times after the Commencement Date (whether by transfer, allotment, or otherwise and whether as the result of one or more transactions) in the beneficial ownership of 20% or more of the issued units from time to time in that Unit Trust, other than for the purpose of reconstruction shall be deemed to be an assignment of the Lessee's interest in this Lease for the purposes of this subclause AND IT IS HEREBY EXPRESSLY AGREED AND DECLARED that the provisions of sections 80 and 82 of the Property Law Act 1969 are excluded from and do not apply to this Lease

2.15 Permit Entry to Lessor

To permit the Lessor by its agents or servants with or without workmen and others at all reasonable times with the giving of reasonable notice to enter upon and inspect the condition of the Leased Premises and forthwith (so far as the Lessee is liable) to execute all repairs and works required to be done by written notice given by the Lessor provided always that if the Lessee does not within fourteen (14) days after service of such notice commence and proceed diligently with the execution of the repairs and works mentioned in such notice it shall be lawful for the Lessor by its servants and agents to enter upon the Leased Premises and execute such repairs and works and the cost thereof shall be a debt due from the Lessee to the Lessor and be forthwith recoverable by action in a court of competent jurisdiction,

2.16 Default

if the Lessee shall make default in the due and punctual compliance with any of the covenants herein contained or implied the Lessor may (but without any obligation so to do) at all times do all such acts and things and pay all moneys necessary to make good wholly or partially such default or defaults and the Lessee will pay to the Lessor on demand all costs charges expenses and payments which may be incurred or made by the Lessor in the exercise or enforcement or attempted exercise or enforcement of any power right or remedy conferred on the Lessor hereunder or by any statute now or hereafter in force,

2.17 Report Accidents and Repairs

to give to the Lessor notice in writing of any accident to or defect or want of repair in any services to or fittings in the Leased Premises and of any circumstances likely to be or cause any danger or hazard to the Leased Premises or to any property or person therein,

2.18 Yielding Up

at the end or sooner determination of the Term peaceably and quietly deliver up possession of the Leased Premises and all fixtures and fittings belonging thereto in such

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good and tenantable repair order and condition as shall be consistent with the covenant hereinbefore contained in that behalf provided that the Lessee may at the expiration or earlier determination of the Term or during the Term remove such trade or other tenants' fixtures as shall belong to or have been erected or installed by the Lessee but the Lessee shall immediately thereupon make good to the satisfaction of the Lessor all damage caused or occasioned by such removal provided that any fixtures fittings goods and effects not removed by the Lessee within twenty one days of the expiration or sooner determination of the Term shall become the absolute property of the Lessor but the Lessee shall nevertheless pay to the Lessor any cost involved in their disposal and in reinstatement of the Leased Premises after their removal,

2.19      Legal Costs

to pay its own solicitor's costs of and incidental to the preparation and negotiation of this lease and all legal costs of and incidental to service of any notice under the Property Law Act 1969 and all other costs incurred by the Lessor consequent upon any default by the Lessee in the observance or performance of any of the agreements on the part of the Lessee herein contained,

2.20      No Auction Sale

not to hold or permit to be held any auction sale on the Leased Premises or any part thereof without the consent in writing of the Lessor first had and obtained,

2.21      No Prohibited Substance

the Lessee shall not without the written consent of the Lessor (save for normal medical or personal purposes) bring onto or keep on the Leased Premises any chemicals or explosive or inflammable gases fluids or substances,

2.22      No Overloading

the Lessee shall not without the prior consent in writing of the Lessor install any electrical equipment in the Leased Premises which may overload the cables switchboards or sub-boards through which electricity is conveyed to the Leased Premises PROVIDED THAT if the Lessor grants such consent any alterations which may be necessary to comply with the requirements of any Statute (State or Federal) regulation or by-law relating thereto shall be effected at the expense of the Lessee.

2.23      Not to Pollute

To do all things necessary to prevent and not to do or permit or suffer to be done anything likely to cause pollution or contamination of the Leased Premises or the surrounding areas (**the Surrounding Arcas**) by garbage refuse waste matter oil and

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other pollutants whether by stormwater or other run-off or arising from use of the Leased Premises and in particular but without limiting the generality of the Lessee's obligations under this sub-clause, to collect and dispose or arrange for the collection and disposal of all garbage refuse waste, solid and liquid, oil and other pollutants from the Leased Premises at a place and in a manner required or approved by the authorities State and Local having control over the disposal of waste matter and the protection of the environment and if contrary to the covenants by the Lessee contained in this sub-clause any garbage refuse waste matter oil or other pollutants escape from the Leased Premises into the Surrounding Areas, but without prejudice to any other right or remedy of the Lessor, clear the Surrounding Areas thereof, and to otherwise minimise and neutralise the effect of the escape.

2.24 Pest Control

to take all reasonable precautions to keep the Leased Premises free from rodents, vermin, insects and pests, and, if reasonably required by the Lessor, at the cost of the Lessee to employ from time to time a pest exterminator approved by the Lessor;

LESSOR'S COVENANTS

3. THE Lessor hereby covenants with the Lessee:

3.1 Quiet Possession

that the Lessee paying the Rent and observing and performing the several covenants and stipulations on the part of the Lessee herein contained shall peaceably hold and enjoy the Leased Premises during the Term without any interruption by the Lessor or any person rightfully claiming under or in trust for the Lessor,

3.2 Insurance

to insure the Leased Premises against the risk of damage by fire storm tempest or earthquake,

MUTUAL COVENANTS

4. AND it is hereby further agreed and declared by and between the Parties as follows:-

4.1 Default by Lessee

(i) (a) that if during the Term -

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- (A) the Lessee fails to comply with a notice given in accordance with Section 81(1) of the Property Law Act 1969 in respect of a breach of any Lessee's Covenant within the time specified in such notice; or
- (B) the provisions of Section 81 (1) of the Property Law Act 1969 are repealed or amended and if the Lessee breaches any Lessee's Covenant and the Lessor whether by complying with the terms of any statutory enactment or otherwise becomes by virtue of such breach entitled to terminate the Term; or
- (C) the Lessee being a company enters into liquidation (other than for the purpose of reconstruction or amalgamation) or a liquidator receiver or official manager of the Lessee is appointed; or
- (D) the interest of the Lessee under this Lease is attached or taken in the execution of any legal process; or
- (E) in the event of insolvency of the Lessee (such insolvency being sufficiently evidenced by any application being made to a court, or an order being made by a court, that the Lessee be wound up, or by any composition or arrangement or attempted composition or arrangement with creditors, or by a resolution or notice given by the Lessee to wind itself up or otherwise dissolve itself, or by a statement by the Lessee that it is unable to pay its debts when they fall due, or by the Lessee taking any step to obtain protection or being granted protection from its creditors, or by an administrator being appointed to the Lessee, or by a person being appointed under legislation to investigate or manage the affairs of the Lessee, whether the same be voluntary or involuntary or by process of court or otherwise),

THEN the Lessor and the Lessee expressly acknowledge and agree that in respect of each such occurrence described in sub-paragraph (A) above the Lessee will have breached an essential term or essential terms of the contract made between the Lessor and the Lessee evidenced by this Lease and in any event in respect of each such occurrence described in sub-paragraphs (A), (B), (C), (D) and (E) the Lessee will be deemed to have committed an Operative Default for the purposes of paragraph (A) of this subclause 4.1(i),

- (ii) if the Lessee commits an Operative Default then unless the Lessor has expressly waived the Operative Default by notice in writing to the Lessee and without limiting any right or remedy the Lessor have by operation of law or equity the Lessor may at its option -
  - (a) without any prior demand or notice re-enter and take possession of the



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Leased Premises or any part thereof in the name of the whole (and eject the Lessee and all other persons therefrom) and repossess and enjoy the same as of its former estate therein and thereupon the Term will terminate absolutely; or

- (b) by notice in writing to the Lessee terminate the Term and from the date of giving notice the Term will be terminated absolutely,

#### 4.2 Termination on Destruction

that if during the Term any of the buildings improvements constructions or erections comprising the Leased Premises or any replacements of them are destroyed or so damaged as to be unfit for occupation and use due to any cause whatsoever:

- (i) the Lessor shall not be under any obligation whatsoever to:
  - (a) provide alternative accommodation to the Lessee;
  - (b) rebuild or reinstate the buildings or improvements so destroyed or damaged;
  - (c) compensate the Lessee in respect of any financial loss; and
- (ii) if any of the buildings improvements constructions or erections so destroyed or damaged cannot or will not be rebuilt or reinstated by the Lessor, then either the Lessor or the Lessee may terminate the Term by written notice to the other party given within six (6) months of them being destroyed or so damaged as to be unfit for occupation and use, but any such termination will not release any party from any liability to any other party in respect of any prior breach of any of the terms of this Lease;

#### 4.3 Variation of Lease

this Lease may be varied only by written agreement between the parties,

#### 4.4 Lessor's Fixtures and Fittings

all fixtures, fittings equipment furnishings and other materials or articles including the installed by the Lessor in the Leased Premises at the Lessor's cost shall remain the property of the Lessor and the Lessee shall not remove destroy alter or otherwise dispose of same without the prior written consent of the Lessor and the Lessor is under no obligation to repair or replace existing loose fittings or fixtures,

#### 4.5 Parties May Act by Agents

each act or thing which a party is required or empowered to do under this Lease may be

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done by that party or its representative solicitor agent contractor or employee;

4.6 No waiver

a payment by the Lessor of money or the performance by the Lessor of an obligation, direction, or order, which should be paid, performed, or observed by the Lessee is not a waiver of a default or breach of the Lessee and does not prevent the Lessor from exercising the Lessor's rights and powers and no demand or notice made or given will be waived by a subsequent payment, performance, or observance;

4.7 Holding Over

that if the Lessee shall hold the Leased Premises with the express or implied permission of the Lessor after the expiration or sooner termination of the Term the Lessee shall be deemed to hold the Leased Premises as a monthly tenant at a monthly rent equal to the total of the Rent paid or payable by the Lessee for the last month of the Term preceding such termination and subject to all the covenants and conditions herein contained so far as the same shall be applicable to a monthly tenancy and the tenancy so constituted may be terminated by one month's notice to quit given by either party which notice may be given so as to expire at any time;

4.8 No Warranty as to Use

- (i) the Lessor does not give any warranty (and the Lessee hereby acknowledges that no promise representation warranty assurance or undertaking has been given by or on behalf of the Lessor) as to the use to which the Leased Premises may be put or in respect of the development or business to be made or carried on thereon or in respect of the grant or refusal by any competent authority of approval to any development of the Leased Premises proposed by the Lessee or in respect of that time within which any such development approval may be granted or refused or in respect of the fixtures fittings furnishings finish plant machinery and equipment of in or upon the Leased Premises,
- (ii) the Lessee accepts the Leased Premises for the Term with full knowledge of and subject to the state and condition thereof and any prohibition or restriction on the use or development thereof under or pursuant to any Act or other legislation and if the development use or business proposed to be carried out made or conducted by the Lessee at the Leased Premises is permissible only with consent pursuant to any Act or other legislation the Lessee shall obtain that consent at its own expense and shall have or make no action suit claim or demand against the Lessor in respect of the need for or refusal of such consent or any delay in or conditions attached to the grant of such consent.

4.9 Notices

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any notice to be served by the Lessor on the Lessee under this lease shall be deemed to have been duly served by or on behalf of the Lessor if sent in a prepaid letter by security post addressed to the Lessee at its address hereinbefore given or left upon the Leased Premises and any notice to be served by the Lessee on the Lessor under this lease shall be deemed to have been duly served if sent in a prepaid letter by security post addressed to the Lessor at the address of the Lessor hereinbefore given. A notice sent by post shall be deemed to have been given at the time when in due course of post it would be delivered at the address to which it is sent,

4.10 Disputes

If at any time any dispute or difference arises between the parties in respect of any of the matters referred to in this lease or the meaning or construction of any of the provisions contained in this lease such dispute or difference shall be referred to and determined by arbitration under and in accordance with the provisions of the Commercial Arbitration Act 1985 and any party may be represented by a duly qualified legal practitioner or other representative,

4.11 Lessor not liable

The parties acknowledge and agree that the Lessor is not liable for any action, suit, demand, claim, loss, liability, damage, cost or expense (whether in the nature of economic loss or loss of profits or otherwise) or other liability resulting from any accident, loss of life, injury, damage, malfunction or other event in, or affecting, the Leased Premises unless caused by the negligence of the Lessor or any employee or agent of the Lessor.

INTERPRETATION

5. In this lease, unless the contrary intention appears:

- (a) headings, underlining and numbering are for convenience only and do not affect the interpretation of this lease;
- (b) the singular includes the plural and vice versa;
- (c) a gender includes every gender;
- (d) the word "person" includes a firm, company, partnership, joint venture, association, corporation or other body corporate or an Authority;
- (e) references to parts, clauses and parties are reference to parts and clauses of, and parties to this lease;
- (f) a reference to a statute, regulation, proclamation, ordinance or by-law includes every statute, regulation, proclamation, ordinance or by-law varying, consolidating or replacing it, and a reference to a statute includes every regulation, proclamation, ordinance or by-law issued under that statute;
- (g) a reference to an agreement includes an undertaking, deed, agreement, guarantee or legally enforceable arrangement or understanding, whether or not in writing;

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- (h) a reference to a document includes an agreement in writing, or a certificate, notice, instrument or other document of any kind and includes every permitted amendment, variation or supplement to, or replacement or novation of, that document;
- (i) a reference to a party to this lease or to another document referred to in this lease includes that party's successors and permitted assigns;
- (j) where a day on or by which a thing is required to be done is not a Business Day, that thing is to be done on or by the succeeding Business Day;
- (k) an obligation, representation or warranty in favour of 2 or more persons is for the benefit of them jointly and severally;
- (l) an obligation, representation or warranty on the part of 2 or more persons binds them jointly and severally;
- (m) each obligation of the Lessor or the Lessee to the other of them has effect as a covenant;
- (n) where the words "including" or "includes" are used, they are to be taken to be followed, where the context allows, by the words "but not limited to";
- (o) in the interpretation of this lease, no rules of construction apply to the disadvantage of a party because that party was responsible for the drafting of the Lease or of a part of this lease;
- (p) a reference in this lease to a sub-clause, paragraph or sub-paragraph is a reference to a sub-clause, paragraph or sub-paragraph of the clause or definition in which the reference occurs;
- (q) a reference to this lease includes the Schedule to this lease;
- (r) a reference to the Lessor includes any person authorised by the Lessor to represent the Lessor in connection with this lease; and
- (s) during any time when this lease is a lease to which the Commercial Tenancy (Retail Shops) Agreements Act 1985 of the State applies:
  - (i) the provisions of this lease are subject to the provisions of that Act; and
  - (ii) any provision of this lease giving a right, power or remedy to the Lessor or imposing an obligation on the Lessee which is prohibited or made void or otherwise unenforceable by that Act does not apply to the extent only that the provision is so prohibited, made void or is otherwise unenforceable, but without prejudice to the other provisions of this lease, which continue in full force and effect.

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SCHEDULE

- |                         |  |
|-------------------------|--|
| 1. <u>Term</u>          | Twenty One (21) years commencing on ???????? |
| 2. <u>Annual Rent -</u> | One peppercorn                               |

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IN WITNESS whereof the execution of this Deed the day and year first hereinbefore written.

SIGNED BY DR NEALE FONG DIRECTOR )  
GENERAL OF HEALTH AS DELEGATE )  
OF THE WA COUNTRY HEALTH SERVICE )  
in the presence of: )

\_\_\_\_\_  
Witness sign

Print Name: \_\_\_\_\_

Address: \_\_\_\_\_

Occupation: \_\_\_\_\_

THE COMMON SEAL of )  
SHIRE OF WAGIN )  
was hereunto affixed by the authority )  
of a resolution of the Shire in the )  
presence of : )

\_\_\_\_\_  
President

\_\_\_\_\_  
Chief Executive Officer

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<b>9.2.5</b>	<b>National Local Roads and Transport Congress</b>
<b>Location:</b>	<b>Alice Springs</b>
<b>Reporting Officer:</b>	<b>Chief Executive Officer</b>
<b>File:</b>	<b>CNL 5</b>

### Summary

The 2006 National Roads Congress is to be held in Alice Springs between 9-11 July 2006 and it is recommended Council send delegates to the congress.

### Background

Each year the Australian Local Government Association holds a National Local Roads Congress to discuss issues relating to local government managed roads. One of the main issues is funding but road construction practices and standards are discussed.

Councillor Morgan and the previous CEO attended the 2004 Congress and found it beneficial however Council declined to send delegates in 2005 due to the cost involved and suggested that this be attended every second year.

### Comment

The Western Australian Local Government Association is proposing arrange a tour bus from Perth to travel to the National Local Roads and Transport Congress. The tour will take 2-3 days to arrive in Alice Springs, with the method of returning to Perth at the discretion of participants.

Registrations of interest are required by 24<sup>th</sup> February 2006, and if Council is interested in sending delegates this may be a excellent networking opportunity. By registering an interest to participate does not compel Council to sending delegates if the Congress program is not considered relevant.

**Statutory Environment:** Local Government Act 1995

**Policy Implications:** Nil

**Budget Implications:** Provision would be made in the 2006/07 budget.

### Officer Recommendation

That Council register an interest in sending 3 delegates on the bus tour to the National Local Roads and Transport Congress departing from Perth.

### Council Resolution

#### **166 Cr KM Draper/Cr PJ Blight**

That resolved not to register an interest in the bus tour to the National Local Roads and Transport Congress departing from Perth.

**CARRIED**  
Vote 10/0

*Note: Reason for difference Council elected not to register an interest in the bus tour for the National Congress.*

## Australian Local Government Association

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### National Local Roads and Transport Congress

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#### About the Congress

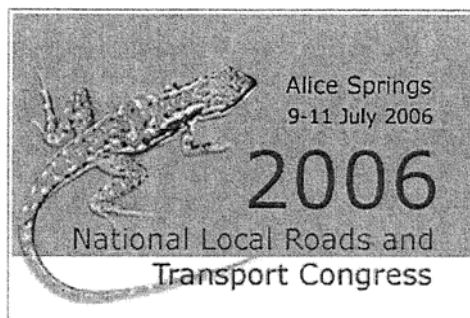
Few conferences can boast the success achieved by the National Local Roads and Transport Congress.

Since its inception in 2000, the Congress has played a central role in bringing local government together to help shape and define the case for better funding for and management of the 680,000km of road that constitutes the nation's local road network - this amounts to a local infrastructure asset currently worth billions.

In total, local government spends around \$3 billion per annum on extending, upgrading and maintaining the local roads network. Notably, the Australian Government's announcement in 2004 of two key road infrastructure initiatives - R2R2 and AusLink - will fund many new local road projects over the next five years. The Congress was pivotal in ALGA's campaigns for greater road funding.

The National Local Roads and Transport Congress brings together over 400 elected council members, council officers responsible for roads and transport portfolios, state and federal government senior executives and transport industry representatives from across Australia to discuss essential information on a wide range of local roads issues, including policy, road use, maintenance and funding.

Since its inception in March 2000 at Moree, the National Local Roads and Transport Congress has rapidly grown into the main annual local government transport forum, and is now a 'must attend' event for local government transport policy makers and professionals.



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FAX-BACK

WESTERN AUSTRALIAN  
LOCAL GOVERNMENT  
ASSOCIATION**To:** Chief Executive Officer**From:** Debbie Terelinck  
Executive Manager, Transport & Roads**Organisation:** All Councils**Date:** 19 January 2006**Fax No:****Pages:** 1

SHIRE OF WAGIN

**Reference:** 04-001-02-0003

24 JAN 2006

**Subject:** ALGA National Local Roads and Transport Congress – Bus Tour

RECEIVED

**CONTACT:****COUNCIL:****FAX BACK TO WA LOCAL GOVERNMENT ASSOCIATION ON 9322 2611**

Distribute to: \_\_\_\_\_

**BUS TOUR to the National Local Roads and Transport Congress - Alice Springs – July 2006**

The Australian Local Government Association has extended an invitation to attend the National Local Roads and Transport Congress in Alice Springs, 9 – 11 July 2006. Refer to the ALGA web site for details of the Congress and for registration.  
[www.alga.asn.au/policy/transport/congress](http://www.alga.asn.au/policy/transport/congress)

Some WA Councils have expressed interest in travelling to the National Local Roads and Transport Congress in Alice Springs by tour bus and the Association is seeking feedback from Councils who may wish to participate.

The bus tour would leave from either Perth or Kalgoorlie, taking 2 – 3 days to arrive in Alice Springs. Method of returning to Perth would be at the discretion of Participants.

If you would like to register interest in travelling by tour bus to the National Local Roads and Transport Congress in Alice Springs in July, please fax back details of numbers, who the participants would be and whether the participants would prefer to depart Perth or Kalgoorlie, by Friday 24 February 2006.

It is anticipated that a minimum of 30 participants will be needed to make the bus tour viable.

Question 1:- Names of those expressing interest in participating in bus tour to Alice Springs to attend the National Local Roads and Transport Congress in July 2006.

Answer: .....

.....

.....

.....

Question 2:- Number of participant(s) who would prefer to depart Perth or Kalgoorlie?

Answer: Depart Kalgoorlie \_\_\_\_\_ Depart Perth \_\_\_\_\_

**THANK YOU FOR YOUR ASSISTANCE.**

Local Government House  
15 Altona Street  
West Perth WA 6005  
PO Box 1544  
West Perth WA 6872  
Facsimile (08) 9322 2611  
Telephone (08) 9321 5055  
Email [info@walga.asn.au](mailto:info@walga.asn.au)  
Website [www.walga.asn.au](http://www.walga.asn.au)

The information contained in this facsimile may be confidential.

The Western Australian Local Government Association asks that unless you are the named recipient, you do not copy, distribute or take any action regarding this information. If you have received this facsimile in error, have not received all pages, or the information is illegible, please contact the sender immediately.

**The Voice of Local Government**

<b>9.2.6</b>	<b>Purchase of a Cardiovit AT-2 ECG System</b>
<b>Location:</b>	<b>Wagin Medical Centre</b>
<b>Reporting Officer:</b>	<b>Acting Chief Executive Officer</b>
<b>File:</b>	<b>HLT 14</b>

### **Summary**

The Wagin Medical Centre has requested that Council considers purchasing a ECG machine.

### **Background**

During the recruitment process of a new Doctor it was highlighted by Dr Bullen that the Wagin Medical Centre should possess an ECG machine. This suggestion was also agreed by our existing practitioner Dr Lewis, and therefore a quotation was sought on various options.

### **Comment**

The purpose of an ECG machine will allow the Doctor at the Wagin Medical Centre to promptly address serious heart conditions which are currently redirected to the Wagin District Hospital for treatment and examination.

A quote from AMA Medical Products for a Cardiovit AT-2 machine is \$9,079.

In contact with the Woolorama Catering Committee this group has pledged a contribution of \$6,000 towards this purchase requiring a further \$3,079 to be funded by either the Wagin Medical Centre or Council.

During contract negotiation with Dr Bullen an amount of \$3,000 for relocation was agreed and to and will no longer be required as he is entitled to a \$3,000 relocation subsidy from WACRM. Therefore Council could allocate these funds it was going to expend towards the cost of the balance of the ECG machine.

If Council approves this proposal it would be appropriate to offer recognition to the Woolorama Catering Committee and an article in the Wagin Argus has been suggested during my discussions.

**Statutory Environment:** Nil

**Policy Implications:** Nil

**Budget Implications:** No budget provision, however funding sources obtained.

### **Officer Recommendation**

That Council agree to purchase a Cardiovit AT-2 ECG machine at a cost of \$9,079 and gratefully accept the contribution of \$6,000 from the Woolorama Catering Committee.

### **Council Resolution**

**167 Cr EN Pugh/Cr IC Cumming**

That the Officer's Recommendation be adopted.

**CARRIED**  
Vote 10/0

23. Jan. 2006 10:37

AMA MEDICAL PRODUCTS

No. 0980 P. 5/6

**CARDIOVIT AT-2****Exceed your Expectations,  
not your Budget!**

**CARDIOVIT AT-2 – Why compromise Performance and Reliability when you can have it all in one affordable ECG-System?**

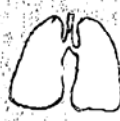
The AT-2 is a low cost ECG system with performance features previously only available in high priced systems. Using the latest design and manufacturing technology, the AT-2 provides A4 (8 1/2" x 11") reports within seconds at the touch of a button. The system features a powerful built-in rechargeable battery which can generate over 400 reports. Optional is an automatic measurement and interpretation program as well as a trolley.

- Full-size A4 (8 1/2" x 11") reports to fit patient charts
- Powerful battery which lasts for 400 recordings or 6 hours continuous use
- Single-button operation to create a report
- Simultaneous 12 lead ECG acquisition
- Printouts in less than 20 seconds for immediate analysis
- Realtime printout of 6 channels with 5, 10, 25 oder 50 mm/s
- Auto printout of all 12 channels on 1 or 2 pages
- AC/DC power supply with built-in rechargeable battery, built-in charger unit
- Copy function for unlimited number of copies
- Up to 20 different printout formats
- Meets or exceeds U.S. and international quality standards
- Portable – weighs only 4.8 kg / 11 lbs

**Options:**

- Computerized ECG Interpretation program
- Cart

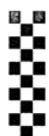
Seeing is believing... call now for a no-obligation demonstration!

**SCHILLER**

www.schiller.ch

Received Time 23. Jan. 10:32

Diagnostics



23. Jan. 2006 10:36

11/1 14

No. 0980 P. 1/6



AMA MEDICAL PRODUCTS

SHIRE OF WAGIN

23 JAN 2006

RECEIVED

**AMA Medical Products**

14 Stirling Hwy Nedlands WA 6009  
PO Box 133 Nedlands WA 6909  
Ph: (08) 9273 3022  
Freecall Order Line: 1800 626 292  
Fax: (08) 9273 3017

**To:** Braden**From:** Jacqui**Co:** Wagin Shire**Pages:** 6 (Including this page)**Fax:** 98611204**Date:** 23 January, 2006**Phone:****Re:** Quote no. 211775**Comments:**

Dear Braden,

Thank you for the opportunity to quote you on the following product. I have included a product brochure for further information.

If I can be of any further assistance please do not hesitate to contact me, or alternatively our Customer Service Department will be happy to assist you.

This quote is valid for thirty days from the above date.

Yours Sincerely

Jacqui Constantine  
Customer Service Consultant  
AMA Medical Products

Phone: 08 9273 3022

Fax: 08 9273 3017

Received Time 23. Jan. 10:32



Quality  
Endorsed  
Company  
ISO 9001:2000  
Standard Australia

23. Jan. 2006 10:37

No. 0980 P. 2/6

AMA MEDICAL PRODUCTS  
**QUOTATION**

PAGE: 1 of 1



QUOTATION FOR :-

**AMA MEDICAL PRODUCTS****14 STIRLING HWY****NEDLANDS WA 6009****PH: 08 9273 3022****FAX: 08 9273 3017****EMAIL: sales@amawa.com.au**

ABN 47 008 671 458

ACN 008 671 458

a division of AMA Services (WA) Pty Ltd

WAGIN SHIRE

ATTN: BRADEN

**QUOTATION NO.** 211775**QUOTATION DATE** 23-01-06**EXPIRY DATE** 23-02-06**CUSTOMER CODE** CASH

<b>STOCK CODE</b>	<b>DESCRIPTION</b>	<b>QTY</b>	<b>UNIT</b>	<b>PRICE</b>	<b>GST</b>	<b>AMOUNT</b>
SCH0193000	ECG CARDIOVIT AT1 SMARTPRINT COMPLETE w aACCESS. PLUS STOCK CODE CARHP640C	1	UNIT	3,187.50		3,187.50
X SCH0025000I	ECG CARDIOVIT AT2 PLUS INTERP. w/SCREEN INC ACCESSORIES	1	UNIT	9,079.63		9,079.63
SCH0025000	ECG CARDIOVIT AT2 PLUS w/oINTR w/SCREEN INC ACCESSORIES	1	UNIT	5,643.00		5,643.00

**SUBTOTAL GST EX** 17,910.13**GST**

PRICES FIRM FOR 30 DAYS

**QUOTATION TOTAL** 17,910.13

Received Time 23. Jan. 10:32

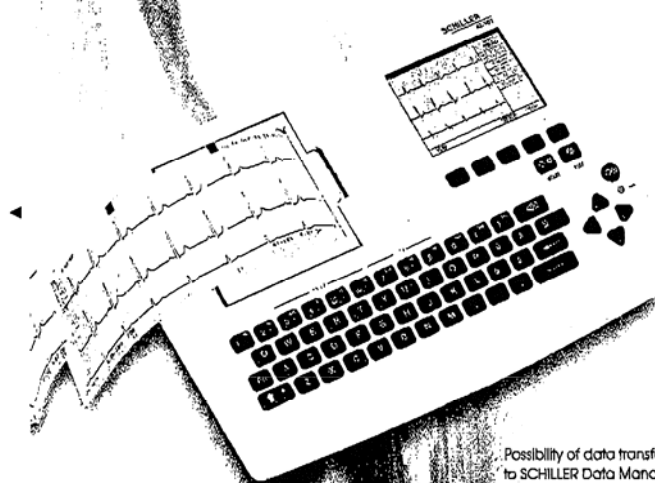
23. Jan. 2006 10:37

AMA MEDICAL PRODUCTS

No. 0980 P. 3/6

**CARDIOVIT AT-101**

High-tech ECG in a compact,  
budget-priced device



Possibility of data transfer  
to SCHILLER Data Management  
System SEMA-200

**Performance:**

- Intuitive, easy use with direct function keys
- 12-channel Resting ECG
- Graphical LC display
- Storage and serial data transfer for Resting ECG data on PC
- Various formatted printouts on internal thermal printer, external DeskJet or Laser printer
- Memory: Saving possibility for 40 records (optional)
- Measurements
- Interpretation (optional)
- Thrombolysis (optional)

**Features:**

- Integrated 3-channel monitor
- Alphanumeric keyboard
- Direct keys for the most important functions
- Easy Print: Integrated high-resolution thermal printer, subsequent printout on thermoreactive paper possible
- Interface for external printer for A4 printouts on regular paper
- Interface for data-transmission

**SCHILLER**

www.schiller.ch

Received Time 23. Jan. 10:32

**9.2.7 Government Employees Housing & Wagin Police Station Staffing Reduction****Location:** Wagin**Reporting Officer:** Acting Chief Executive Officer**Summary**

The OIC of the Wagin Police Station has expressed concern at the lack of suitable GEHA housing in Wagin and the possibility that one officer may be transferred to Dumbleyung.

**Background**

I recently had a discussion with the OIC of the Wagin Police Station that he was continually finding it difficult to attract suitable Police Officers to relocate to Wagin partly due to the fact that insufficient housing is currently being offered by GEHA.

To further compound this issue the OIC has also been informed that Wagin may be reduced from a 5 to a 4 person station in order to provide Dumbleyung with a second officer. With limited suitable housing available such a proposal may be forced upon us effectively reducing the effectiveness of the existing service provided.

**Comment**

In recent years GEHA has adopted a policy of entering into long term rental leases and pay a very attractive weekly rental to developers of which Council may consider exploring as a way of securing essential services to its community.

Council should consider appropriate action to determine if staffing numbers are currently being proposed to be reduced and seek confirmation from the Great Southern Police District Office, and also seek confirmation from GEHA on future building and maintenance plans that they have in place for current residences in Wagin.

**Statutory Environment:** Nil

**Policy Implications:** Nil

**Budget Implications:** Nil

**Officer Recommendation**

That Council;

1. write to GEHA requesting a delegation to meet with Council for the purpose of discussing the standard of their housing in Wagin, and to determine what future construction plans exist.
2. write to the Great Southern Police District Office expressing concern that Wagin may be reduced from a 5 to a 4 person Police Station and invite a delegation to address Council on this very issue.

**Council Resolution**

**168 Cr DK Morgan/Cr AC Dohle**

That the Officer's Recommendation be adopted.

**CARRIED**  
Vote 10/0

*The Acting Chief Executive Officer declares a pecuniary interest in this item as he is a UWA student.*

---

<b>9.2.8</b>	<b>Strategic Plan Facilitator</b>
<b>Location:</b>	<b>Shire of Wagin</b>
<b>Reporting Officer:</b>	<b>Acting Chief Executive Officer</b>
<b>File:</b>	<b>CNL 9</b>

---

### **Summary**

Council has made provision in its 2005/06 budget to employ the services of a Facilitator to assist in the preparation of a Strategic Plan.

### **Background**

An advertisement was lodged in the West Australian newspaper requesting submissions and closed on Friday 10<sup>th</sup> February with a total of 12 proposals being received.

The following submissions were received;

Geografia	\$14,580
Stirling Sport & Recreation Solutions	\$15,200
Silk Road Solutions	\$15,600
South West People Care	\$13,353
CCS Strategic Management	\$28,900
Greg Parry	\$ 7,273
Pracsys	\$19,200
Palm Consulting Group	\$31,302
Dench McClean Carlson	\$14,590
Logo Appointments	\$19,510
Toolbox WA	\$18,545
Community Project Solutions	\$23,500

As the author of this item I am declaring a proximity interest in the submission from Geografia. This company has indicated that it will be working in conjunction with the Institute for Regional Development from the University of Western Australia. I am currently a student at the University of Western Australia and enrolled in a course at the Institute for Regional Development.

### **Comment**

With my interest in this item I am not comfortable in providing any firm recommendation to Council in regard to who it should consider as the facilitator for this very important project.

**Statutory Environment:** Local Government Act 1995

**Policy Implications:** Nil

**Budget Implications:** A budget provision of \$10,000 has been provided in 2005/06.



**Officer Recommendation**

That Council request the Shire President, Acting CEO, and Councillors Morgan, Blight and Ballantyne to review all twelve strategic plan proposals received and make a recommendation to Council at the March Ordinary Meeting.

**Council Resolution****169 Cr DK Morgan/Cr RP Johnson**

That the Officer's Recommendation be adopted.

**CARRIED**  
Vote 10/0

**9.2.9****Proposed Recreation Officer****Location:****Wagin Recreation Centre****Reporting Officer:****Acting Chief Executive Officer****File:**

---

**Summary**

The Wagin Recreation Centre is currently without a Manager following their resignation in November 2005.

**Background**

The Swimming Pool Manager has indicated an interest in becoming the Shire's Recreation Officer as he has expressed that after six seasons as the Centre Manager of the Swimming Pool it is time for a change.

In previous years this Shire was part of the Roe Districts Recreation Scheme and the officer involved provided assistance with grant funding, running sporting events and school clinics.

At present the Wagin Recreation Centre is closed and without a Manager. The centre has a lot of potential and with an enthusiastic person the patronage could be built up over time.

**Comment**

This proposal does have some merit, the Swimming Pool is very well run and the Manager has an excellent relationship with its users in particular the children and the elderly.

There would be a requirement for Council to recruit and or train a replacement Swimming Pool Manager, this would provide flexibility with Council then having access to two qualified managers and the option of sharing the workload during the demanding season.

**Statutory Environment:** Nil

**Policy Implications:** Nil

**Budget Implications:** For consideration and inclusion in the 2006/07 budget.

**Officer Recommendation**

That Council advise the Swimming Pool Manager that it supports this proposal in principle and request the Acting CEO to provide accurate costing for consideration in the 2006/07 draft budget.

**Council Resolution**

**170 Cr DK Morgan/Cr AP Scanlon**

That the Officer's Recommendation be adopted.

**CARRIED**  
Vote 10/0

**9.2.10 Statement of Financial Performance – January 2006****Reporting Officer: Senior Finance Officer**

---

**Summary**

In accordance with the Local Government (Financial Management) Regulations 1996, Council is to be presented with a Statement of Financial Performance.

**Background**

This new requirement has come into effect as from 1<sup>st</sup> July 2005 and now replaces the previous monthly and quarterly financial reports.

**Comment**

A copy of Statement of Financial Performance is attached to this item including additional information that Council has deemed appropriate to receive.

**Statutory Requirement:** Local Government (Financial Management) Regulations

**Budget Implications:** Nil

**Officer's Recommendation**

That Council adopt the Statement of Financial Performance for the period ending 31<sup>st</sup> January 2006.

**Council Resolution**

**171 Cr EN Pugh/Cr RP Johnson**

That the Officer's Recommendation be adopted.

**CARRIED**  
Vote 10/0

**SHIRE OF WAGIN**  
**MONTHLY STATEMENT OF FINANCIAL ACTIVITY**  
**FOR THE PERIOD 1 JULY 2005 TO 31 JANUARY 2006**

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## SHIRE OF WAGIN

## STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2005 TO 31 JANUARY 2006

	NOTE	31 Jan 2006 Actual \$	31 Jan 2006 Y-T-D Budget \$	2005/06 Revised Budget \$	Variances Budget to Actual Y-T-D %
<b>Operating</b>					
<b>Revenues/Sources</b>	1,2				
Governance		4,295	4,960	8,500	(13.41%)
General Purpose Funding		534,901	536,009	1,010,170	(0.21%)
Law, Order, Public Safety		24,967	18,655	31,950	33.84%
Health		19,869	23,800	40,770	(16.52%)
Education and Welfare		199,290	210,980	298,500	(5.54%)
Community Amenities		127,415	129,430	137,200	(1.56%)
Recreation and Culture		24,608	35,805	61,750	(31.27%)
Transport		147,252	263,117	482,681	(44.04%)
Economic Services		336,428	163,615	277,780	105.62%
Other Property and Services		555,588	382,265	662,430	45.34%
		1,974,613	1,768,636	3,011,731	11.65%
<b>(Expenses)/(Applications)</b>	1,2				
Governance		-159,321	-118,070	-228,231	(34.94%)
General Purpose Funding		-127,119	-113,225	-214,281	(12.27%)
Law, Order, Public Safety		-58,813	-42,911	-95,670	(37.06%)
Health		-82,383	-67,385	-159,085	(22.26%)
Education and Welfare		-191,693	-159,292	-367,546	(20.34%)
Community Amenities		-93,730	-92,493	-226,267	(1.34%)
Recreation & Culture		-347,850	-238,354	-547,517	(45.94%)
Transport		-701,250	-526,581	-1,262,778	(33.17%)
Economic Services		-236,902	-187,062	-536,944	(26.64%)
Other Property and Services		-577,713	-322,407	-748,375	(79.19%)
		-2,576,774	-1,867,780	-4,386,694	37.96%
<b>Adjustments for Non-Cash</b>					
<b>(Revenue) and Expenditure</b>					
(Profit)/Loss on Asset Disposals	4	17,455	-12,284	-29,455	242.10%
Depreciation on Assets	2(a)	484,856	484,958	831,288	(0.02%)
<b>Capital Revenue and (Expenditure)</b>					
Purchase Land Held for Resale	3	0	0	-225,000	0.00%
Purchase Land and Buildings	3	-13,871	-86,210	-733,826	0.00%
Purchase Infrastructure Assets	3	-139,591	-170,160	-427,035	17.96%
Purchase Plant and Equipment	3	-259,576	-490,745	-831,245	47.11%
Purchase Furniture and Equipment	3	-34,327	-51,150	-89,150	0.00%
Proceeds from Disposal of Assets	4	191,634	114,455	472,455	0.00%
Repayment of Debentures	5	-21,849	-21,884	-69,219	0.16%
Proceeds from New Debentures	5	0	0	775,000	0.00%
Self-Supporting Loan Principal Income		11,595	11,278	23,426	2.81%
Transfers to Reserves (Restricted Assets)	6	-13,017	-13,017	-103,689	0.00%
Transfers from Reserves (Restricted Assets)	6	0	0	257,400	0.00%
ADD Net Current Assets July 1 B/Fwd	7	344,000		344,000	
LESS Net Current Assets Year to Date	7	1,140,631			
<b>Amount Raised from Rates</b>	8	<u>-1,175,483</u>	<u></u>	<u>-1,180,013</u>	

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

**SHIRE OF WAGIN****NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY****FOR THE PERIOD 1 JULY 2005 TO 31 JANUARY 2006****1. SIGNIFICANT ACCOUNTING POLICIES**

The significant accounting policies which have been adopted in the preparation of this statement of financial activity are:

**(a) Basis of Accounting**

This statement has been prepared in accordance with applicable Australian Accounting Standards, other mandatory professional reporting requirements and the Local Government Act 1995 (as amended) and accompanying regulations (as amended). The statement has also been prepared on the accrual basis under the convention of historical cost accounting.

**(b) 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 9 to this financial statement.

**(c) Rounding Off Figures**

All figures shown in this statement, other than a rate in the dollar, are rounded to the nearest dollar.

**(d) Rates, Grants, Donations and Other Contributions**

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.

**(e) Goods and Services Tax**

In accordance with recommended practice, revenues, expenses and assets capitalised are stated net of any GST recoverable. Receivables and payables are stated inclusive of applicable GST.

**(f) Fixed Assets**

Property, plant and equipment and infrastructure assets are brought to account at cost or independent or management valuation less, where applicable, any accumulated depreciation or amortisation and any accumulated impairment balances.

## SHIRE OF WAGIN

## NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2005 TO 31 JANUARY 2006

## 1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

**(g) Depreciation of Non-Current Assets**

All non-current assets having a limited useful life are systematically depreciated over their useful lives in a manner which reflects the consumption of the future economic benefits embodied in those assets.

Depreciation is recognised on a straight-line basis, using rates which are reviewed each reporting period. Major depreciation periods are:

Buildings	40 years
Furniture and Office Equipment	10 years
Computer and Electronic Equipment	4 years
Plant and Equipment	
- Construction Plant (Graders, FE Loaders, Tractors & Rollers)	10 years
- Trucks	5 years
- Sedans	5 years
- Other Plant and Equipment	10 years
Infrastructure Assets	
- Roads	30 years
- Footpaths and Walkways - Slabs	20 years
- Insitu concrete	40 years
- Bitumen	50 years
- Pavers	40 years
- Drainage - below ground	60 years
- off road	20 years
- Pedestrian bridges (wood)	20 years
- Vehicle bridges and culverts (wood)	20 years

The following infrastructure assets are not depreciated due to the high ongoing cost of maintenance;

- Parks and playing field surfaces
- Reticulation systems
- Drainage reserves

The following infrastructure assets are not capitalised owing to their cost being immaterial;

- Street Furniture
- Pedestrian / Bus shelters
- Street signs

**(h) Adopting of Australian Equivalents to International Financial Reporting Standards (AIFRSs)**

For reporting periods commencing on or after 1 January 2005, the Shire of Wagin will be required to prepare its annual financial report using Australian equivalents to International Financial Reporting Standards and their related pronouncements (AIFRSs) as issued by the Australian Accounting Standards Board (AASB).

As the AASB has prohibited the early adoption of the AIFRSs, the Shire of Wagin will report for the first time in compliance with AIFRSs in the annual financial report for the year ended 30 June 2006 (that is, the year commencing 1 July 2005 or this current budget year).

The Shire of Wagin is required to prepare an opening balance sheet in accordance with AIFRSs as at 1 July 2004. Most adjustments required on transition to AIFRSs will be made retrospectively against opening retained earnings on 1 July 2004 in accordance with AIFRSs. Transitional adjustments relating to those standards for which comparatives are not required will only be made with effect from 1 July 2005.

**SHIRE OF WAGIN****NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY****FOR THE PERIOD 1 JULY 2005 TO 31 JANUARY 2006****2. STATEMENT OF OBJECTIVE**

In order to discharge its responsibilities to the community, the Shire of Wagin has developed a set of operational and financial objectives. These objectives have been established both on an overall basis and for each of its broad activities/programs.

Council operations as disclosed in this statement encompass the following service orientated activities/programs:

**GOVERNANCE**

Includes costs associated with elected members, the running costs of the Administration building and associated clerical staff, records management and computer operation costs.

**GENERAL PURPOSE FUNDING**

Includes rate revenue and associated costs, general purpose government grants, costs associated with the repayment of Council loans, including reimbursement from government bodies and community organisations, as well as interest earned on Council investments.

**LAW, ORDER, PUBLIC SAFETY**

Includes costs associated with fire prevention and control, control of dogs and other animals, abandoned vehicles and supervision of associated local laws

**HEALTH**

Includes costs associated with maternal and infant health, analytical expenses ie water sampling, the running of the Regional Health Scheme together with the Shires of Dumbleyung and Woodanilling, pest control ie mosquitoes and the running costs of the Wagin Medical Centre.

**EDUCATION AND WELFARE**

Includes costs associated with the running of the Wagin Pre-School, maintenance of the Wagin District High School oval, the running of the Wagin Home and Community Care Program, including Community Aged Care Packages and Wagin Frail Aged Lodge.

**COMMUNITY AMENITIES**

Includes provision for the collection and disposal of residential, commercial and industrial refuse, ongoing maintenance of the Wagin Cemetery and running costs associated with providing public conveniences.

**RECREATION AND CULTURE**

Includes costs associated with public halls, the Wagin Memorial Swimming Centre, sportsground maintenance and sportsground buildings maintenance, the provision of library services together with a contribution towards the associated with the running of the Wagin Woolorama.

**TRANSPORT**

Includes upgrading, constructing, sealing, resealing and ongoing maintenance costs associated with roads, footpaths and parking facilities, improvements to Council's plant and the provision of aircraft landing facilities and their associated costs.

**ECONOMIC SERVICES**

Includes control of declared flora and fauna, works associated with Council's inclusion as part of the Rural Town's programme, LCDC projects, tourism and area promotion, ongoing maintenance of the Wagin Caravan Park, building control and the provision of standpipes.

**OTHER PROPERTY & SERVICES**

Includes private works, town planning schemes and the provision for new residential developments, materials in store, costs associated with employment of the outside work crew, costs associated with the running of all Council plant and other unclassified revenue and expenses.



## SHIRE OF WAGIN

## NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2005 TO 31 JANUARY 2006

	31 Jan 2006 Actual \$	2005/06 Revised Budget \$
<b>3. ACQUISITION OF ASSETS</b>		
The following assets have been acquired during the period under review:		
<b><u>By Program</u></b>		
Governance	97,473	119,300
General Purpose Funding	0	0
Law, Order, Public Safety	3,465	3,500
Health	58,950	60,350
Education and Welfare	24,943	27,000
Community Amenities	0	28,000
Recreation and Culture	27,895	71,860
Transport	234,639	745,455
Economic Services	0	11,850
Other Property and Services	0	0
	<u>447,365</u>	<u>1,067,315</u>
<b><u>By Class</u></b>		
Land Held for Resale	0	0
Land and Buildings	13,871	101,710
Infrastructure Assets	139,591	245,710
Plant and Equipment	259,576	665,745
Furniture and Equipment	34,327	54,150
	<u>447,365</u>	<u>1,067,315</u>

## SHIRE OF WAGIN

## NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2005 TO 31 JANUARY 2006

## 4. DISPOSALS OF ASSETS

The following assets have been disposed of during the period under review:

<u>By Program</u>	Net Book Value	Sale Proceeds	Profit(Loss)
	31 Jan 2006 Actual \$	31 Jan 2006 Actual \$	31 Jan 2006 Actual \$
Fairmont Sedan W.001	28,283	28,790	507
Fairmont Sedan W.1479	26,659	28,276	1,617
Falcon Sedan W.468	21,046	22,670	1,624
Mitsubishi Canter W.676	12,271	15,455	3,184
Falcon Sedan W.401	23,139	23,075	-64
Fairlane Sedan W.1	33,740	33,323	-417
Falcon Sedan W.001	23,005	23,045	40
Gianni Ferrari Mower	40,946	17,000	-23,946
	209,089	191,634	-17,455

<u>By Class</u>	Net Book Value	Sale Proceeds	Profit(Loss)
	31 Jan 2006 Actual \$	31 Jan 2006 Actual \$	31 Jan 2006 Actual \$
Plant & Equipment	209,089	191,634	-17,455
	209,089	191,634	-17,455

Summary

Profit on Asset Disposals  
Loss on Asset Disposals

31 Jan  
2006  
Actual  
\$

6,972  
-24,427  
-17,455

**SHIRE OF WAGIN**  
**NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY**  
**FOR THE PERIOD 1 JULY 2005 TO 31 JANUARY 2006**

**5. INFORMATION ON BORROWINGS**

(a) Debenture Repayments

Particulars	Principal 1-Jul-05	New Loans	Principal Repayments		Principal Outstanding		Interest Repayments	
			Actual \$	Budget \$	Actual \$	Budget \$	Actual \$	Budget \$
124 Medical Centre	148,059		8,356	8,356	139,703	139,703	5,232	5,232
126 Wagin Bowling Club **	40,077		1,836	1,836	38,241	38,241	1,349	1,349
127 Wagin Frail Aged **	18,000		3,000	3,000	15,000	15,000	0	0
128 Wagin Ag. Society **	60,000		6,759	6,759	53,241	53,241	1,773	1,773
129 CEO's Residence		0	0	0	0	0	0	0
130 Administration Centre		0	0	0	0	0	0	0
131 Recreation Development	143,160		1,898	1,898	141,262	141,262	4,574	4,574
132 LIA Development		0	0	0	0	0	0	0
	409,296	0	21,849	21,849	387,447	387,447	12,928	12,928

All debenture repayments were financed by general purpose revenue.

(b) New Debentures

Particulars/Purpose	Amount Borrowed		Institution	Loan Type	Term (Years)	Total Interest & Charges	Interest Rate %	Amount Used		Balance Unspent \$
	Actual	Budget						Actual	Budget	
129 CEO's Residence	0	300,000	WATC	Debenture	20	208,295	5.74	0	300,000	0
130 Administration Centre	0	250,000	WATC	Debenture	20	173,579	5.74	0	250,000	0
132 LIA Development	0	225,000	WATC	Debenture	20	156,221	5.74	0	225,000	0

## SHIRE OF WAGIN

## NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2005 TO 31 JANUARY 2006

	31 Jan 2006 Actual \$	2005/06 Budget \$
<b>6. RESERVES</b>		
<b>Cash Backed Reserves</b>		
<b>(a) Leave Reserve</b>		
Opening Balance	119,254	118,833
Amount Set Aside / Transfer to Reserve	2,818	6,417
Amount Used / Transfer from Reserve	0	-12,400
	<u>122,072</u>	<u>112,850</u>
<b>(b) Plant Reserve</b>		
Opening Balance	69,195	68,348
Amount Set Aside / Transfer to Reserve	2,091	3,691
Amount Used / Transfer from Reserve	0	-50,000
	<u>71,286</u>	<u>22,039</u>
<b>(c) Municipal Buildings Reserve</b>		
Opening Balance	150,118	149,446
Amount Set Aside / Transfer to Reserve	3,655	8,070
Amount Used / Transfer from Reserve	0	-120,000
	<u>153,773</u>	<u>37,516</u>
<b>(d) Recreation Development Reserve</b>		
Opening Balance	79,126	79,108
Amount Set Aside / Transfer to Reserve	1,672	69,272
Amount Used / Transfer from Reserve	0	-30,000
	<u>80,798</u>	<u>118,380</u>
<b>(e) Administration Centre Furniture &amp; Equipment Reserve</b>		
Opening Balance	23,153	22,935
Amount Set Aside / Transfer to Reserve	651	1,238
Amount Used / Transfer from Reserve	0	-20,000
	<u>23,804</u>	<u>4,173</u>
<b>(f) Recreation Centre Equipment Reserve</b>		
Opening Balance	9,961	9,925
Amount Set Aside / Transfer to Reserve	237	2,336
Amount Used / Transfer from Reserve	0	-11,000
	<u>10,198</u>	<u>1,261</u>
<b>(g) Aerodrome Maintenance &amp; Development Reserve</b>		
Opening Balance	1,014	965
Amount Set Aside / Transfer to Reserve	59	5,052
Amount Used / Transfer from Reserve	0	0
	<u>1,073</u>	<u>6,017</u>
<b>(h) Land Development Reserve</b>		
Opening Balance	22,893	22,790
Amount Set Aside / Transfer to Reserve	557	1,231
Amount Used / Transfer from Reserve	0	0
	<u>23,450</u>	<u>24,021</u>

## SHIRE OF WAGIN

## NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

## FOR THE PERIOD 1 JULY 2005 TO 31 JANUARY 2006

	31 Jan 2006 Actual \$	2005/06 Budget \$
<b>(i) Community Bus Reserve</b>		
Opening Balance	18,197	18,130
Amount Set Aside / Transfer to Reserve	432	3,707
Amount Used / Transfer from Reserve	0	0
	<u>18,629</u>	<u>21,837</u>
<b>(j) H.A.C.C. Plant &amp; Leave Reserve</b>		
Opening Balance	32,285	49,542
Amount Set Aside / Transfer to Reserve	845	2,675
Amount Used / Transfer from Reserve	0	-14,000
	<u>33,130</u>	<u>38,217</u>
<b>Total Cash Backed Reserves</b>	<u>538,213</u>	<u>386,311</u>

All of the above reserve accounts are supported by money held in financial institutions.

## SHIRE OF WAGIN

## NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2005 TO 31 JANUARY 2006

	31 Jan 2006 Actual \$	2005/06 Budget \$
<b>6. RESERVES (Continued)</b>		
<b>Summary of Transfers To Cash Backed Reserves</b>		
<b>Transfers to Reserves</b>		
Leave Reserve	2,818	6,417
Plant Reserve	2,091	3,691
Municipal Buildings Reserve	3,655	8,070
Recreation Development Reserve	1,672	69,272
Administration Centre Furn. & Equip Reserv.	651	1,238
Recreation Centre Equipment Reserve	237	2,336
Aerodrome Maintenance & Develop. Reserv.	59	5,052
Land Development Reserve	557	1,231
Community Bus Reserve	432	3,707
HACC Leave & Plant Reserve.	845	2,675
	<u>13,017</u>	<u>87,450</u>
<b>Transfers from Reserves</b>		
Leave Reserve	0	-12,400
Plant Reserve	0	-50,000
Building Reserve	0	-120,000
Recreation Development Reserve	0	-30,000
Administration Centre Furn. & Equip Reserv.	0	-20,000
Recreation Centre Equipment Reserve	0	-11,000
Aerodrome Maintenance & Develop. Reserv.	0	0
Land Development Reserve	0	0
Community Bus Reserve	0	0
HACC Leave & Plant Reserve.	0	-14,000
	<u>0</u>	<u>-212,400</u>
<b>Total Transfer to/(from) Reserves</b>	<u>13,017</u>	<u>-124,950</u>

**SHIRE OF WAGIN****NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY****FOR THE PERIOD 1 JULY 2005 TO 31 JANUARY 2006**

In accordance with council resolutions in relation to each reserve account, the purpose for which the reserves are set aside are as follows:

**Leave Reserve**

The purpose of Council's Leave Reserve Account is to provide provisions to meet Council's Long Service Leave and Accrued Annual Leave liabilities so as to minimise the effect on Council's budget from year to year.

**Plant Reserve**

The purpose of the Plant reserve account is to provide funds for the ongoing replacement and upgrading of motor vehicles, heavy machinery, light machinery and other equipment necessary in the performance of Council's core functions.

**Municipal Buildings Reserve**

The purpose of the Municipal Buildings Reserve is to provide funds for the upgrading, renovating or restoration of existing Council owned buildings and the construction of new Council owned buildings, including fences and Council houses.

**Recreation Development Reserve**

The purpose of the Recreation Development Reserve is to provide funds for the expansion, upgrading and development of Council's Recreation facilities. This includes the upgrading of water supplies and the like for recreation areas within the Shire of Wagin.

**Administration Centre Furniture and Equipment Reserve**

The purpose of this Reserve is to provide for the purchase of furniture, fittings and equipment with the Council's entire administration building.

**Recreation Centre Equipment Reserve**

The purpose of the Recreation Centre Equipment Reserve is to provide funds for the purchase of additional or replacement equipment utilised at the Wagin Community Recreation Centre including the upgrading or replacement of fixtures and fittings.

**Aerodrome Maintenance and Development Reserve**

The purpose of this Reserve is to provide for major maintenance type works (eg resealing of apron area, replacing lights etc) and development type work (such as reconstruction runways, sealing roadways, upgrading buildings, fences etc) at the Wagin Airstrip.

**Land Development Reserve**

The purpose of this reserve is to provide funds for the development of land within the Wagin Shire for the benefit of residents and the good Government of the local authority, as determined by Council. This includes the purchase, subdivision and development of land for industrial, residential, commercial and other purposes, as the need arises and as Council sees fit.

**Community Bus Reserve**

The purpose of this reserve is to provide funds to allow for the maintenance, upgrade and changeover of the Wagin Community Bus as required from time to time.

**HACC Leave and Plant Reserve**

The purpose of this Reserve is to provide provisions to meet the HACC long service leave and accrued annual leave liabilities so as to minimise the effect on the HACC budget from year to year and to provide for the replacement of vehicles, should grant monies not be provided or are insufficient to meet requirements.

## SHIRE OF WAGIN

## NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2005 TO 31 JANUARY 2006

	31 Jan 2006 Actual \$	Brought Forward 1-Jul \$
<b>7. NET CURRENT ASSETS</b>		
<b>Composition of Estimated Net Current Asset Position</b>		
<b>CURRENT ASSETS</b>		
Cash - Unrestricted	887,706	189,485
Cash - Restricted	536,261	536,830
Receivables	482,605	334,526
Inventories	25,083	33,598
	<u>1,931,655</u>	<u>1,094,439</u>
<b>LESS: CURRENT LIABILITIES</b>		
Payables and Provisions	<u>-254,763</u>	<u>-213,609</u>
	1,676,892	880,830
Less: Cash - Reserves - Restricted	-536,261	-536,830
Less: Cash - Restricted/Committed	<u>0</u>	<u>0</u>
<b>NET CURRENT ASSET POSITION</b>	<u><u>1,140,631</u></u>	<u><u>344,000</u></u>



**SHIRE OF WAGIN**  
**NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY**  
**FOR THE PERIOD 1 JULY 2005 TO 31 JANUARY 2006**

**8. RATING INFORMATION**

<b>RATE TYPE</b>	<b>Rate in \$</b>	<b>Number of Properties</b>	<b>Rateable Value \$</b>	<b>2005/06 Rate Revenue \$</b>	<b>2005/06 Interim Rates \$</b>	<b>2005/06 Back Rates \$</b>	<b>2005/06 Total Revenue \$</b>	<b>2005/06 Budget \$</b>
<b>Differential General Rate</b>								
Gross Rental Value	10.3346	695	4,294,338	443,851	873	0	444,724	446,277
Unimproved Value	1.3491	347	55,181,500	744,454	-367	0	744,087	744,953
<b>Sub-Totals</b>		1,042	59,475,838	1,188,305	506	0	1,188,811	1,191,230
<b>Minimum Rates</b>								
Gross Rental Value	205.00	159	85,982	32,595	0	0	32,595	32,595
Unimproved Value	205.00	14	79,215	2,870	0	0	2,870	2,870
<b>Sub-Totals</b>		173	165,197	35,465	0	0	35,465	35,465
<b>Specified Area Rates</b>								
							1,224,276	1,226,695
<b>Totals</b>							1,224,276	1,226,695
<b>Discounts</b>							-48,793	-46,682
							1,175,483	1,180,013

All land except exempt land in the Shire of Wagin is rated according to its Gross Rental Value (GRV) in townships or Unimproved Value (UV) in the remainder of the Shire.

The general rates detailed above for the 2005/06 financial year have been determined by Council on the basis of raising the revenue required to meet the deficiency between the total estimated expenditure proposed in the budget and the estimated revenue to be received from all sources other than rates and also bearing considering the extent of any increase in rating over the level adopted in the previous year.

The minimum rates have been determined by Council on the basis that all ratepayers must make a reasonable contribution to the cost of the Local Government services/facilities.

## SHIRE OF WAGIN

## NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2005 TO 31 JANUARY 2006

## 9. TRUST FUNDS

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

Detail	Balance 01-Jul-05 \$	Amounts Received \$	Amounts Paid (\$)	Balance \$
Deposits - Town Hall	625	900	-850	675
Deposits - Community Bus	100	1,500	-1,300	300
Deposits - Rec Centre	50	1,250	-1,250	50
Deposits - Animal Trap	0	50	-50	0
BCITF	155	1,055	-1,055	155
BRB	150	782	-680	252
Nomination Deposits	0		0	0
Pre Paid Rates	752	4,377	-5,029	100
Other Deposits	200	0	-34	166
Unclaimed Money	1,449		0	1,449
Licensing Takings	8,167		-8,167	0
	<u>11,648</u>			<u>3,147</u>

**Shire of Wagin**  
**Operating Statement by Programme**  
 July 2005 through January 2006

	Jul '2005 - Jan 2006	Budget
Income		
<b>I03 · GENERAL PURPOSE FUNDING</b>		
<b>I031 · Rates</b>		
I031005 · GRV	443,850.86	442,964.00
I031010 · GRV Minimums	32,595.00	33,415.00
I031015 · UV	744,453.51	744,446.00
I031020 · UV Minimums	2,870.00	2,870.00
I031025 · GRV Interim Rates	873.18	1,170.00
I031030 · UV Interim Rates	-366.95	295.00
I031035 · Back Rates	0.00	295.00
I031040 · Ex-Gratia Rates (CBH)	5,408.00	5,408.00
I031045 · Discount Allowed	-48,792.60	-46,682.00
I031050 · Instalment Admin Charge	3,426.07	2,500.00
I031055 · Account Enquiry Fee	1,407.55	1,400.00
I031060 · (Rate Write Offs)	0.00	-4,085.00
I031065 · Penalty Interest	1,839.43	4,085.00
I031070 · Emergency Services Levy	46,436.48	41,000.00
I031075 · ESL Penalty Interest	73.86	150.00
I031090 · Rate Legal Charges	5,794.29	1,460.00
<b>Total I031 · Rates</b>	<b>1,239,868.68</b>	<b>1,230,691.00</b>
<b>I032 · Other GPF</b>		
I032005 · Grants Commission General	249,801.42	250,179.00
I032010 · Grants Commission Roads	184,066.54	184,360.00
I032015 · Pensioner Deferred Subsidy	0.00	585.00
I032020 · Administration Rental	10,380.00	18,985.00
I032025 · Photocopies & Publications	276.95	235.00
I032030 · Reimbursements	1,844.03	1,750.00
I032035 · SS Loans Interest Reimb.	3,122.14	3,311.00
I032040 · Bank Interest	19,523.60	11,670.00
I032050 · Telephone Reimbursement	0.00	295.00
I032055 · Commissions & Recoups	1,200.00	295.00
I032060 · SS Loan Principal Reimb.	11,895.80	13,666.00
<b>Total I032 · Other GPF</b>	<b>482,110.48</b>	<b>485,331.00</b>
<b>Total I03 · GENERAL PURPOSE FUNDING</b>	<b>1,721,979.16</b>	<b>1,716,022.00</b>
<b>I04 · GOVERNANCE</b>		
<b>I041 · Governance - Membership</b>		
I041020 · Reimbursements	3,746.38	585.00
<b>Total I041 · Governance - Membership</b>	<b>3,746.38</b>	<b>585.00</b>
<b>I042 · Other Governance</b>		
I042010 · Sale of Admin Vehicles	0.00	
I042030 · Profit of Sale of Asset	548.35	4,375.00
<b>Total I042 · Other Governance</b>	<b>548.35</b>	<b>4,375.00</b>
<b>Total I04 · GOVERNANCE</b>	<b>4,294.73</b>	<b>4,960.00</b>
<b>I05 · LAW ORDER &amp; PUBLIC SAFETY</b>		
<b>I051 · Fire Prevention</b>		
I051010 · FESA - Operating Grant	17,737.00	13,800.00
I051015 · Sale of Fire Maps	140.00	60.00

**Shire of Wagin**  
**Operating Statement by Programme**  
 July 2005 through January 2006

	<u>Jul '2005 - Jan 2006</u>	<u>Budget</u>
I051020 · Town Block Burn Fees	0.00	350.00
I051025 · Reimbursements	10.64	
I051030 · Bush Fire Infringements	250.00	120.00
I051035 · ESL Admin Fee	4,000.00	2,335.00
<b>Total I051 · Fire Prevention</b>	<b>22,137.64</b>	<b>16,665.00</b>
<b>I052 · Animal Control</b>		
I052005 · Dog Fines and Fees	516.00	585.00
I052010 · Hire of Animal Traps	4.55	30.00
I052015 · Dog Registration	2,301.00	1,315.00
I052020 · Reimbursements	8.25	
<b>Total I052 · Animal Control</b>	<b>2,829.80</b>	<b>1,930.00</b>
<b>I053 · Other Law Order &amp; Public Safety</b>		
I053005 · Abandoned Vehicles	0.00	60.00
<b>Total I053 · Other Law Order &amp; Public Safety</b>	<b>0.00</b>	<b>60.00</b>
<b>Total I05 · LAW ORDER &amp; PUBLIC SAFETY</b>	<b>24,967.44</b>	<b>18,655.00</b>
<b>I07 · HEALTH</b>		
<b>I071 · Maternal &amp; Infant Health</b>		
I071005 · Reimbursements	0.00	205.00
I071010 · Infant Health Vehicle	2,205.46	2,335.00
<b>Total I071 · Maternal &amp; Infant Health</b>	<b>2,205.46</b>	<b>2,540.00</b>
<b>I074 · Admin. &amp; Inspections</b>		
I074005 · Food Vendor's Licences	0.00	120.00
I074010 · Rent - Motor Vehicle	1,800.00	1,820.00
I074015 · Contrib. Regional Health Scheme	10,800.00	14,000.00
I074020 · Reimbursements	64.97	60.00
I074025 · Sale of Health Vehicle	0.00	
I074030 · Profit on Sale of Asset	0.00	2,335.00
<b>Total I074 · Admin. &amp; Inspections</b>	<b>12,664.97</b>	<b>18,335.00</b>
<b>I076 · Other Health</b>		
I076010 · Rent - Medical Centre-Dentist	1,300.00	
I076015 · Reimbursements	1,230.82	1,460.00
I076020 · Meeting Room Fees	850.03	295.00
I076025 · Sale of Doctors Vehicle	0.00	
I076030 · Profit on Sale of Asset	1,617.36	1,170.00
<b>Total I076 · Other Health</b>	<b>4,998.21</b>	<b>2,925.00</b>
<b>Total I07 · HEALTH</b>	<b>19,868.64</b>	<b>23,800.00</b>
<b>I08 · EDUCATION &amp; WELFARE</b>		
<b>I080 · Pre-Schools</b>		
I080010 · Lease Fees Kindergarten	0.00	2,015.00
<b>Total I080 · Pre-Schools</b>	<b>0.00</b>	<b>2,015.00</b>
<b>I081 · Other Education</b>		
I081010 · Contrib. to Oval Mtce	0.00	1,050.00
<b>Total I081 · Other Education</b>	<b>0.00</b>	<b>1,050.00</b>

**Shire of Wagin**  
**Operating Statement by Programme**  
 July 2005 through January 2006

	<u>Jul '2005 - Jan 2006</u>	<u>Budget</u>
<b>I082 · HACC Program</b>		
I082005 · Sale of HACC Vehicle	0.00	
I082010 · HACC Recurrent Grant	169,740.00	165,750.00
I082015 · Meals on Wheels Grant	5,690.00	5,545.00
I082020 · Fee for Service	14,076.61	12,835.00
I082030 · Reimbursements	0.00	150.00
I082040 · Profit on Sale of Asset	1,624.45	2,045.00
<b>Total I082 · HACC Program</b>	<u>191,131.06</u>	<u>186,325.00</u>
<b>I083 · Other Welfare</b>		
I083010 · Reimbursements	1,931.92	1,170.00
I083015 · Fee for Service	681.73	
I083020 · Community Aged Care Grant	5,545.30	20,420.00
<b>Total I083 · Other Welfare</b>	<u>8,158.95</u>	<u>21,590.00</u>
<b>Total I08 · EDUCATION &amp; WELFARE</b>	<b>199,290.01</b>	<b>210,980.00</b>
<b>I10 · COMMUNITY AMENITIES</b>		
<b>I101 · Sanitation - Household</b>		
I101005 · Domestic Collection	99,150.00	99,300.00
<b>Total I101 · Sanitation - Household</b>	<u>99,150.00</u>	<u>99,300.00</u>
<b>I102 · Sanitation - Other</b>		
I102002 · Commercial Collection Charges	19,163.42	19,200.00
I102005 · Reimbursement Drummuster	1,949.56	2,045.00
I102010 · Charges Bulk Rubbish	747.00	1,170.00
I102015 · Reimbursement for Car Bodies	0.00	1,170.00
<b>Total I102 · Sanitation - Other</b>	<u>21,859.98</u>	<u>23,585.00</u>
<b>I104 · Sewerage</b>		
I104005 · Septic Tank Fees	334.54	295.00
I104010 · Reimbursements	0.00	30.00
<b>Total I104 · Sewerage</b>	<u>334.54</u>	<u>325.00</u>
<b>I106 · Town Planning</b>		
I106005 · Planning Fees	181.82	350.00
I106010 · Reimbursements	0.00	30.00
<b>Total I106 · Town Planning</b>	<u>181.82</u>	<u>380.00</u>
<b>I107 · Other Community Amenities</b>		
I107005 · Cemetery Fees	2,700.23	3,795.00
I107010 · Community Bus Income	3,188.00	2,045.00
<b>Total I107 · Other Community Amenities</b>	<u>5,888.23</u>	<u>5,840.00</u>
<b>Total I10 · COMMUNITY AMENITIES</b>	<b>127,414.57</b>	<b>129,430.00</b>
<b>I11 · RECREATION &amp; CULTURE</b>		
<b>I111 · Public Halls and Civic Centres</b>		
I111005 · Town Hall Hire	1,360.39	1,750.00
I111010 · Reimbursements	181.82	60.00
<b>Total I111 · Public Halls and Civic Centres</b>	<u>1,542.21</u>	<u>1,810.00</u>

**Shire of Wagin**  
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	<u>Jul '2005 - Jan 2006</u>	<u>Budget</u>
<b>I112 · Swimming Pool</b>		
I112010 · Swimming Pool Admission	12,183.03	12,000.00
I112015 · Rent - 21 Tarbet Street	1,200.00	1,215.00
I112020 · Reimbursements	0.00	295.00
<b>Total I112 · Swimming Pool</b>	<u>13,383.03</u>	<u>13,510.00</u>
<b>I113 · Other Recreation</b>		
I113005 · Sportsground Rental	4,000.00	2,920.00
I113010 · Sportsground Reimbursements	525.00	295.00
I113015 · Power Reimbursements	545.00	1,750.00
I113020 · Recreation Centre Hire	4,478.32	11,670.00
I113025 · Reimbursements Other	32.95	150.00
I113030 · Contribution Rec Centre Equ.	0.00	1,050.00
I113035 · Sporting Club Leases	40.00	45.00
I113050 · Profit on Sale of Asset	0.00	2,045.00
<b>Total I113 · Other Recreation</b>	<u>9,621.27</u>	<u>19,925.00</u>
<b>I115 · Library</b>		
I115005 · Lost Books	61.91	30.00
I115010 · Reimbursements	0.00	30.00
<b>Total I115 · Library</b>	<u>61.91</u>	<u>60.00</u>
<b>I119 · Other Culture</b>		
I119015 · Contribution Woolarama	0.00	470.00
I119020 · Reimbursements	0.00	30.00
<b>Total I119 · Other Culture</b>	<u>0.00</u>	<u>500.00</u>
<b>Total I11 · RECREATION &amp; CULTURE</b>	<u>24,608.42</u>	<u>35,805.00</u>
<b>I12 · TRANSPORT</b>		
<b>I121 · Roads &amp; Streets</b>		
I121005 · Direct Road Grants	63,393.00	63,393.00
I121010 · Road Project Grants	49,158.80	49,159.00
I121015 · Roads to Recovery Grant	0.00	107,546.00
I121020 · Reimbursements	1,478.68	295.00
I121035 · Storm Damage Grant Funding	30,038.00	29,033.00
<b>Total I121 · Roads &amp; Streets</b>	<u>144,068.48</u>	<u>249,426.00</u>
<b>I122 · Road Plant Purchases</b>		
I122010 · Sale of Grader	0.00	
I122060 · Sale of Mower	0.00	
I122100 · Profit on Sale of Asset	3,183.55	13,685.00
<b>Total I122 · Road Plant Purchases</b>	<u>3,183.55</u>	<u>13,685.00</u>
<b>I126 · Aerodrome</b>		
I126005 · Aerodrome Lease Fee	0.00	5.85
<b>Total I126 · Aerodrome</b>	<u>0.00</u>	<u>5.85</u>
<b>Total I12 · TRANSPORT</b>	<u>147,252.03</u>	<u>263,116.85</u>
<b>I13 · ECONOMIC SERVICES</b>		
<b>I131 · Rural Services</b>		

**Shire of Wagin**  
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	<u>Jul '2005 - Jan 2006</u>	<u>Budget</u>
I131010 · Rental - 5 Warwick St	1,500.00	1,820.00
I131020 · Reimbursements	636.84	5,251.00
I131025 · Landcare Employment Funding	0.00	44,073.00
I131045 · Seedling Projects	4,779.36	17,500.00
I131060 · Envirofund Projects	81,741.82	52,451.00
I131065 · Bridal Creeper Grant	14,245.45	9,100.00
I131070 · Project Admin for Envirofunds	0.00	14,585.00
I131075 · Integrated Catchment Mgmt Fund	66,600.00	
I131080 · Red Tailed Phascogale Grant	65,297.00	
I131085 · SIF Analysis on Road Infra	55,900.00	
I131090 · Comm Support & Engagement Grant	32,700.00	
<b>Total I131 · Rural Services</b>	<b>323,400.47</b>	<b>144,780.00</b>
 I132 · Tourism/Area Promotion		
I132005 · Caravan Park Fees	10,068.35	10,500.00
I132010 · Reimbursements	45.45	150.00
<b>Total I132 · Tourism/Area Promotion</b>	<b>10,113.80</b>	<b>10,650.00</b>
 I133 · Building Control		
I133005 · Building Licences	2,761.16	2,625.00
I133010 · S'Pool Inspection Fees	0.00	4,250.00
<b>Total I133 · Building Control</b>	<b>2,761.16</b>	<b>6,875.00</b>
 I134 · Other		
I134005 · Water Sales	0.00	1,250.00
I134010 · Reimbursements	153.00	60.00
<b>Total I134 · Other</b>	<b>153.00</b>	<b>1,310.00</b>
 <b>Total I13 · ECONOMIC SERVICES</b>	<b>336,428.43</b>	<b>163,615.00</b>
 I14 · OTHER PROPERTY & SERVICES		
I141 · Private Works		
I141005 · Private Works Income	4,303.24	2,335.00
<b>Total I141 · Private Works</b>	<b>4,303.24</b>	<b>2,335.00</b>
 I143 · Public Works Overheads		
I143010 · Rental PWS Vehi	1,200.00	1,215.00
I143015 · Telephone Reimb.	0.00	380.00
I143020 · Employee Reimb.	471.18	60.00
<b>Total I143 · Public Works Overheads</b>	<b>1,671.18</b>	<b>1,655.00</b>
 I144 · Plant Operation Costs		
I144005 · Sale of Scrap	72.73	295.00
I144010 · Reimbursements	3,073.94	2,625.00
<b>Total I144 · Plant Operation Costs</b>	<b>3,146.67</b>	<b>2,920.00</b>
 I146 · Salaries Control		
I146005 · Workers Compensation Reimburs	0.00	5,000.00
<b>Total I146 · Salaries Control</b>	<b>0.00</b>	<b>5,000.00</b>
 I147 · Unclassified		
I147005 · Commission - Vehicle Licensing	21,791.72	21,585.00
I147006 · Wagin Frail Aged Reimbursment	120,444.36	93,335.00

**Shire of Wagin**  
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	<u>Jul '2005 - Jan 2006</u>	<u>Budget</u>
I147010 · WMC Income	263,578.68	255,855.00
I147020 · Transport Licensing	140,652.55	
I147035 · Banking Errors	0.00	
<b>Total I147 · Unclassified</b>	<b>546,467.31</b>	<b>370,775.00</b>
<b>Total I14 · OTHER PROPERTY &amp; SERVICES</b>	<b>555,588.40</b>	<b>382,685.00</b>
<b>Total Income</b>	<b>3,161,691.83</b>	<b>2,949,068.85</b>
<b>Gross Profit</b>	<b>3,161,691.83</b>	<b>2,949,068.85</b>
<b>Expense</b>		
<b>E03 · GENERAL PURPOSE FUNDING.</b>		
<b>E031 · Rates</b>		
E031005 · Valuation Expenses	950.05	4,670.00
E031010 · Legal Costs/Expenses	604.23	700.00
E031015 · Title Searches	50.56	410.00
E031020 · Rate Recovery Expenses	0.00	1,750.00
E031025 · Printing Stationery Postage	577.76	760.00
E031030 · Emergency Services Levy	44,948.40	41,000.00
E031040 · Rate Refunds	622.78	2,479.25
E031100 · Administration Allocated	36,450.00	42,522.00
<b>Total E031 · Rates</b>	<b>84,203.78</b>	<b>94,291.25</b>
<b>E032 · Other</b>		
E032005 · Bank Fees & Charges	7,373.89	7,000.00
E032015 · Interest on Loans	12,928.53	14,541.50
E032020 · Interest on Overdraft	0.00	120.00
E032030 · Audit Fees & Other Services	3,450.00	3,795.00
E032035 · Administration Allocated	19,162.50	22,351.00
<b>Total E032 · Other</b>	<b>42,914.92</b>	<b>47,807.50</b>
<b>Total E03 · GENERAL PURPOSE FUNDING.</b>	<b>127,118.70</b>	<b>142,098.75</b>
<b>E04 · GOVERNANCE.</b>		
<b>E041 · Membership</b>		
E041005 · Sitting Fees	2,600.00	4,375.00
E041010 · Training	917.37	3,500.00
E041015 · Members Travelling	726.44	2,335.00
E041020 · Telephone - Facsimile	0.00	350.00
E041030 · Other Expenses	1,094.65	590.00
E041035 · Conference Expenses	6,761.44	7,000.00
E041040 · Presidents Allowance	0.00	3,035.00
E041045 · Deputy Presidents Allowance	0.00	760.00
E041055 · Refreshments & Receptions	6,288.36	6,420.00
E041060 · Presentations	0.00	875.00
E041065 · Insurance	6,952.88	7,700.00
E041070 · Public Relations	3,358.15	4,375.00
E041075 · Subscriptions	12,038.25	9,200.00
E041100 · Administration Allocated	41,586.00	48,514.00
E041190 · Depreciation	2,422.00	2,360.00
<b>Total E041 · Membership</b>	<b>84,745.54</b>	<b>101,389.00</b>



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	<u>Jul '2005 - Jan 2006</u>	<u>Budget</u>
<b>E042 - Other Governance</b>		
E042005 - Administration Salaries	144,790.68	153,420.00
E042010 - Administration Superannuation	21,242.58	17,500.00
E042015 - Insurance	17,797.72	12,670.00
E042020 - Staff Training	335.59	3,500.00
E042025 - Removal Expenses	0.00	1,460.00
E042030 - Printing & Stationery	8,904.26	6,710.00
E042035 - Phone, Fax & Modem	5,595.66	9,625.00
E042040 - Office Maintenance	18,954.17	21,463.00
E042045 - Advertising	8,626.75	7,000.00
E042050 - Office Equipment Maintenance	907.21	2,865.00
E042055 - Postage & Freight	3,317.56	3,210.00
E042060 - Vehicle Running Expenses	4,899.80	5,370.00
E042065 - Legal Expenses	0.00	1,170.00
E042070 - Garden Expenses	4,079.88	5,175.00
E042075 - Conferences & Training	5,982.13	5,835.00
E042080 - Computer Support	13,200.18	16,000.00
E042085 - Other Expenses	455.99	1,580.00
E042090 - Administration Allocated	27,943.50	32,594.00
E042095 - Fringe Benefits Tax	6,213.00	1,520.00
E042100 - Staff Uniforms	2,257.25	2,045.00
E042105 - Housing Mtce - 14 Gordon Street	1,511.41	2,695.00
E042110 - Housing Mtce - 2 Ballagin St	1,797.64	2,280.00
E042115 - Cash Round Off Control	-1.22	
E042120 - Depreciation	24,690.00	19,877.00
E042125 - Less Administration Allocated	-249,343.50	-290,837.00
E042130 - Loss on Sale of Asset	416.91	
<b>Total E042 - Other Governance</b>	<b>74,575.15</b>	<b>44,727.00</b>
<b>Total E04 - GOVERNANCE.</b>	<b>159,320.69</b>	<b>146,116.00</b>
<b>E05 - LAW ORDER &amp; PUBLIC SAFETY.</b>		
<b>E051 - Fire Prevention</b>		
E051010 - Communication Mtce	2,560.94	1,510.00
E051015 - Advertising & Other Expenses	5,758.75	6,495.00
E051020 - Fire Fighting Expenses	916.46	2,400.00
E051025 - Town Block Burn Off	600.00	350.00
E051035 - Insurances	4,900.00	5,000.00
E051100 - Admininstration Allocated	12,840.00	14,980.00
E051190 - Depreciation	16,550.00	4,687.00
<b>Total E051 - Fire Prevention</b>	<b>44,126.15</b>	<b>35,422.00</b>
<b>E052 - Animal Control</b>		
E052005 - Ranger Salary	2,455.39	7,630.00
E052006 - Ranger Mileage	0.00	60.00
E052007 - Ranger Telephone	0.00	295.00
E052010 - Pound Maintenance	636.78	440.00
E052015 - Dog Control Insurance	232.46	244.00
E052020 - Legal Fees	0.00	295.00
E052025 - Training & Conference	2,510.12	1,465.00
E052030 - Dog Control Other	445.39	1,805.00
E052035 - Administration Allocated	8,103.00	9,449.00

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	<u>Jul '2005 - Jan 2006</u>	<u>Budget</u>
E052190 · Depreciation	304.00	295.00
<b>Total E052 · Animal Control</b>	<b>14,687.14</b>	<b>21,978.00</b>
 E053 · Other		
E053005 · Abandoned Vehicles	0.00	60.00
E053010 · Emergency Services	0.00	525.00
<b>Total E053 · Other</b>	<b>0.00</b>	<b>585.00</b>
 <b>Total E05 · LAW ORDER &amp; PUBLIC SAFETY.</b>	<b>58,813.29</b>	<b>57,985.00</b>
 E07 · HEALTH.		
E071 · Maternal & Infant Health		
E071005 · Medical Centre Mtce	386.62	4,370.00
E071010 · Vehicle Mtce	1,241.88	1,080.00
E071190 · Depreciation	3,409.00	3,199.00
<b>Total E071 · Maternal &amp; Infant Health</b>	<b>5,037.50</b>	<b>8,649.00</b>
 E074 · Admin. & Inspections		
E074005 · EHO Salary	35,458.44	35,000.00
E074010 · EHO Superannuation	4,479.15	4,670.00
E074015 · Other Control Expenses	3,758.94	3,015.00
E074020 · Vehicle Costs	2,818.84	2,045.00
E074025 · House Mtce- 32 Ballagin Rd	1,102.55	2,155.00
E074030 · Conferences & Training	0.00	875.00
E074035 · Loss on Sale of Asset	65.45	
E074100 · Administration Allocated	6,690.00	7,802.00
E074190 · Depreciation	2,543.00	2,881.00
<b>Total E074 · Admin. &amp; Inspections</b>	<b>56,916.37</b>	<b>58,443.00</b>
 E076 · Other Health		
E076005 · District MO Expenses	0.00	175.00
E076015 · House Lot 1 Nenke Mtce	3,640.36	4,570.00
E076020 · Medical Centre Mtce	1,365.42	6,275.00
E076025 · Depreciation	14,736.00	14,333.00
<b>Total E076 · Other Health</b>	<b>19,741.78</b>	<b>25,353.00</b>
 E077 · Preventive Services		
E077010 · Analytical Expenses	687.00	470.00
E077020 · Mosquito Control	0.00	670.00
<b>Total E077 · Preventive Services</b>	<b>687.00</b>	<b>1,140.00</b>
 <b>Total E07 · HEALTH.</b>	<b>82,382.65</b>	<b>93,585.00</b>
 E08 · EDUCATION & WELFARE.		
E080 · Pre-Schools		
E080010 · Kindergarten Mtce	1,327.74	350.00
E080190 · Depreciation	458.00	448.00
<b>Total E080 · Pre-Schools</b>	<b>1,785.74</b>	<b>798.00</b>
 E081 · Other Education		
E081010 · Donation - Vi Barham Award	0.00	235.00
E081020 · School Oval Mtce	2,230.67	2,320.00
E081030 · Contribution - Wagin Youth Care	0.00	875.00

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Total E081 · Other Education	2,230.67	3,430.00
<b>E082 · HACC Program</b>		
E082010 · Co-Ordinator Salary	26,698.21	27,420.00
E082015 · Home Mtce Salary	17,972.01	18,670.00
E082020 · Respite Salaries	0.00	4,670.00
E082025 · Home Help Salaries	37,159.14	42,000.00
E082030 · Superannuation	8,158.02	9,480.00
E082035 · Other Expenses	1,121.37	875.00
E082040 · Travelling - Mileage	25,499.07	8,170.00
E082045 · Staff Training	94.74	2,045.00
E082050 · Staff Training Salaries	338.97	2,045.00
E082055 · Subscriptions	967.50	350.00
E082060 · Telephone & Postage	598.36	620.00
E082065 · Advertising & Stationery	568.74	440.00
E082070 · Insurance	6,155.72	5,200.00
E082075 · Office Accommodation	7,100.00	12,425.00
E082080 · Plant & Equipment Mtce	4,541.67	5,255.00
E082085 · Consumable Supplies	8.55	1,170.00
E082090 · Expenditure from Donations	512.06	2,335.00
E082100 · Administration Allocated	18,360.00	21,417.00
E082110 · Meals on Wheels Expenditure	3,399.00	4,750.00
E082190 · Depreciation	6,915.00	6,647.00
Total E082 · HACC Program	166,168.13	175,984.00
<b>E083 · Other Welfare</b>		
E083010 · Frail Aged Hostel	1,931.92	2,000.00
E083015 · Westcare FSS - Donation	0.00	500.00
E083020 · Comm. Aged Care Expenses	16,337.26	30,560.00
E083025 · Donation - Southern Agcare	0.00	1,000.00
E083190 · Depreciation	3,239.00	3,164.00
Total E083 · Other Welfare	21,508.18	37,224.00
<b>Total E08 · EDUCATION &amp; WELFARE.</b>	<b>191,692.72</b>	<b>217,436.00</b>
<b>E10 · COMMUNITY AMENITIES.</b>		
<b>E101 · Sanitation Household</b>		
E101005 · Domestic Refuse Collection	16,220.93	22,170.00
E101010 · Recycling Pick-Up	3,633.84	5,545.00
E101015 · Rubbish Tip Mtce	18,074.97	27,715.00
E101020 · Chemical Drum Disposal Costs	1,606.95	2,020.00
Total E101 · Sanitation Household	39,536.69	57,450.00
<b>E102 · Sanitation Other</b>		
E102005 · Commercial Collection	3,180.57	4,670.00
E102010 · Bulk Rubbish Collection	747.00	1,460.00
E102015 · Tidy Towns Clean Up	0.00	7,390.00
E102190 · Depreciation	858.00	841.00
Total E102 · Sanitation Other	4,785.57	14,361.00
<b>E104 · Sewerage</b>		
E104005 · Sewerage Treatment Plant	538.41	2,440.00
E104190 · Depreciation	133.00	60.00

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	<u>Jul '2005 - Jan 2006</u>	<u>Budget</u>
Total E104 · Sewerage	671.41	2,500.00
<b>E106 · T.P. &amp; Regional Devel</b>		
E106005 · Town Planning Expenses	0.00	8,000.00
E106100 · Administration Allocated	3,295.50	3,844.00
Total E106 · T.P. & Regional Devel	3,295.50	11,844.00
<b>E107 · Other</b>		
E107005 · Cemetery Mtce	3,260.25	8,600.00
E107010 · Public Convenience Mtce	21,452.05	12,700.00
E107015 · Community Bus Operating	430.50	355.00
E107020 · Crime Prevention Plan	0.00	1,170.00
E107100 · Administration Allocated	15,006.00	17,507.00
E107190 · Depreciation	5,292.00	5,170.00
Total E107 · Other	45,440.80	45,502.00
<b>Total E10 · COMMUNITY AMENITIES.</b>	<b>93,729.97</b>	<b>131,657.00</b>
<b>E11 · RECREATION &amp; CULTURE.</b>		
<b>E111 · Public Halls &amp; Civic Centres</b>		
E111005 · Town Hall Mtce	15,869.82	13,640.00
E111010 · Other Halls Mtce	734.32	1,270.00
E111190 · Depreciation	3,159.00	3,084.00
Total E111 · Public Halls & Civic Centres	19,763.14	17,994.00
<b>E112 · Swimming Pool</b>		
E112005 · Pool Manager's Salary	22,198.66	26,000.00
E112010 · Superannuation	2,192.58	4,000.00
E112015 · Swimming Pool Maintenance	23,783.22	28,770.00
E112020 · Other Expenses	1,720.68	1,350.00
E112025 · House - 21 Tarbet St	1,047.17	1,280.00
E112190 · Depreciation	9,217.00	9,010.00
Total E112 · Swimming Pool	60,159.31	70,410.00
<b>E113 · Other Recreation</b>		
E113005 · Sportsground Mtce	34,238.52	41,530.00
E113010 · Sportsground Buildings Mtce	19,696.42	16,775.00
E113015 · Wetlands Park Mtce	32,366.33	24,095.00
E113020 · Parks & Gardens Mtce	16,299.10	18,585.00
E113025 · Puntapin/Norring Lake Mtce	8,352.87	2,185.00
E113030 · Recreation Centre Mtce	24,102.89	21,350.00
E113035 · Rec Staff Salaries	18,609.48	26,250.00
E113040 · Superannuation	1,319.20	2,920.00
E113045 · Other Expenses	2,526.91	2,005.00
E113060 · Loss on Sale of Asset	23,945.82	7,295.00
E113100 · Administration Allocated	12,691.50	14,806.00
E113190 · Depreciation	52,488.00	46,543.00
Total E113 · Other Recreation	246,637.04	224,339.00
<b>E115 · Library</b>		
E115005 · Librarian Salary	10,791.57	11,085.00
E115010 · Superannuation	0.00	1,000.00
E115015 · Library Building Mtce	1,215.21	2,320.00

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 July 2005 through January 2006

	<u>Jul '2005 - Jan 2006</u>	<u>Budget</u>
E115020 · Library Other Expenses	3,033.26	1,740.00
E115190 · Depreciation	500.00	491.00
<b>Total E115 · Library</b>	<b>15,540.04</b>	<b>16,636.00</b>
<b>E116 · Other Culture</b>		
E116005 · Subsidy Woolarama Committee	525.00	
E116015 · Mtce - TUDHOE St Community Cent	1,001.87	1,735.00
E116020 · Historical Village	1,328.28	1,930.00
E116190 · Depreciation	2,895.00	2,828.00
<b>Total E116 · Other Culture</b>	<b>5,750.15</b>	<b>6,493.00</b>
<b>Total E11 · RECREATION &amp; CULTURE.</b>	<b>347,849.68</b>	<b>335,872.00</b>
<b>E12 · TRANSPORT.</b>		
<b>E122 · Road Maintenance</b>		
E122005 · Road Maintenance	156,252.80	188,145.00
E122006 · Maintenance Grading	58,877.63	43,535.00
E122007 · Rural Tree Pruning	14,690.00	53,410.00
E122010 · Depot Maintenance	7,725.80	4,852.00
E122015 · Rural Numbering	3,351.50	5,835.00
E122020 · Footpath Mtce	1,248.39	5,380.00
E122025 · Street Cleaning	8,201.31	8,855.00
E122030 · Street Trees	20,592.80	11,790.00
E122035 · Traffic Signs Mtce	3,257.59	3,570.00
E122040 · MRWA Construction Maps	0.00	295.00
E122045 · Townscape	16,046.24	15,090.00
E122050 · Crossovers	513.09	2,610.00
E122055 · RoMan Data Collection	2,989.68	1,750.00
E122060 · Street Lighting	15,311.33	15,170.00
E122100 · Administration Allocated	13,714.50	15,998.00
E122190 · Depreciation	373,727.00	355,958.00
<b>Total E122 · Road Maintenance</b>	<b>696,499.66</b>	<b>732,243.00</b>
<b>E123 · Road Plant Purchases</b>		
E123010 · Loss on Sale of Asset	0.00	1,170.00
<b>Total E123 · Road Plant Purchases</b>	<b>0.00</b>	<b>1,170.00</b>
<b>E126 · Aerodrome</b>		
E126005 · Aerodrome Maintenance	3,057.12	2,214.00
E126190 · Depreciation	1,693.00	1,296.00
<b>Total E126 · Aerodrome</b>	<b>4,750.12</b>	<b>3,510.00</b>
<b>Total E12 · TRANSPORT.</b>	<b>701,249.78</b>	<b>736,923.00</b>
<b>E13 · ECONOMIC SERVICES.</b>		
<b>E131 · Rural Services</b>		
E131005 · Weeds Control	32,594.74	20,210.00
E131010 · Vermin Control	0.00	200.00
E131015 · House Mtce - 5 Warwick St	5,147.50	2,295.00
E131020 · Landcare	55,222.90	65,185.00
E131025 · Subsidy - CAC Office	0.00	2,430.00
E131030 · Rural Towns Program	1,813.52	
E131045 · Landcare Projects	7,701.81	34,310.00

**Shire of Wagin**  
**Operating Statement by Programme**  
 July 2005 through January 2006

	<u>Jul '2005 - Jan 2006</u>	<u>Budget</u>
E131050 - High Value Public Assets	0.00	2,091.00
E131055 - Search Project	0.00	2,240.00
E131060 - Seedling Projects	3,874.91	17,500.00
E131065 - Envirofund Projects	41,080.45	72,305.00
E131080 - Red Tailed Phascogale Project	46,270.00	
E131100 - Administration Allocated	11,896.50	13,877.00
E131190 - Depreciation	1,863.00	1,729.00
<b>Total E131 - Rural Services</b>	<b>207,465.33</b>	<b>234,372.00</b>
 E132 - Tourism & Area Promo		
E132020 - Caravan Park Mtce	23,278.34	19,241.00
E132030 - Donation - CS Tourism Assoc	500.00	295.00
E132040 - Tourist Drive Brochures	187.50	2,625.00
E132190 - Depreciation	2,381.00	
<b>Total E132 - Tourism &amp; Area Promo</b>	<b>26,346.84</b>	<b>22,161.00</b>
 E133 - Building Control Expenses		
E133190 - Depreciation	56.00	57.00
<b>Total E133 - Building Control Expenses</b>	<b>56.00</b>	<b>57.00</b>
 E134 - Other Economic Services		
E134005 - Water Supply - Standpipes	3,034.23	3,710.00
E134010 - Donations/Contrib.	0.00	700.00
E134015 - Telecentre	0.00	590.00
<b>Total E134 - Other Economic Services</b>	<b>3,034.23</b>	<b>5,000.00</b>
 <b>Total E13 - ECONOMIC SERVICES.</b>	<b>236,902.40</b>	<b>261,590.00</b>
 E14 - OTHER PROPERTY & SERVICES.		
E141 - Private Works		
E141005 - Private Works	1,685.42	1,055.00
E141100 - Administration Allocated	5,665.50	6,606.00
<b>Total E141 - Private Works</b>	<b>7,350.92</b>	<b>7,661.00</b>
 E142 - Town Planning Schemes		
E142010 - Pederick Drive Development	0.00	300.00
<b>Total E142 - Town Planning Schemes</b>	<b>0.00</b>	<b>300.00</b>
 E143 - Works Overheads		
E143005 - Works Supervisors Salary	32,172.48	32,670.00
E143010 - Engineering Consultant	0.00	585.00
E143015 - CEO's Salary - 40% Allocation	19,006.78	19,835.00
E143020 - Engineering Superannuation	24,656.74	28,000.00
E143025 - Engineering - Other Expenses	220.30	590.00
E143030 - Sick & Holiday Pay	63,625.30	105,000.00
E143040 - Service Pay	2,700.00	3,500.00
E143045 - Insurance on Works	27,928.34	31,085.00
E143050 - Protective Clothing	7,358.10	4,085.00
E143055 - Fringe Benefits	0.00	875.00
E143060 - CEO's Vehicle - 40% Alloc	696.08	1,170.00
E143065 - PWS - Vehicle Expenses	717.19	1,170.00
E143070 - Comm Network Mtce	0.00	590.00
E143075 - Telephone Expenses	3,306.24	2,190.00

**Shire of Wagin**  
**Operating Statement by Programme**  
 July 2005 through January 2006

	<u>Jul '2005 - Jan 2006</u>	<u>Budget</u>
E143080 · Staff Licences	76.60	295.00
E143085 · House Mtce - 5 Omdurman St	3,610.89	2,070.00
E143090 · Conferences & Courses	415.64	1,170.00
E143095 · Staff Training	1,672.22	5,840.00
E143200 · LESS PWOH ALLOCATED	-176,958.11	-168,099.00
<b>Total E143 · Works Overheads</b>	<b>11,204.79</b>	<b>72,621.00</b>
 E144 · Plant Cost Overheads		
E144010 · Fuel & Oil	66,205.94	58,335.00
E144020 · Tyres & Tubes	4,356.98	8,750.00
E144030 · Parts & Repairs	50,183.64	42,820.00
E144040 · Plant Repair - Wages	2,611.43	5,255.00
E144050 · Insurance and Licences	17,934.72	21,460.00
E144060 · Expendable Tools	5,414.71	4,670.00
E144200 · LESS POC ALLOCATED-PROJECTS	-105,482.07	-96,372.50
<b>Total E144 · Plant Cost Overheads</b>	<b>41,225.35</b>	<b>44,917.50</b>
 E146 · Salaries Control		
E146010 · Gross Total Salaries and Wages	995,224.25	1,050,000.00
E146200 · LESS SALS/WAGES ALLOCATED	-995,224.25	-1,050,000.00
<b>Total E146 · Salaries Control</b>	<b>0.00</b>	<b>0.00</b>
 E147 · Unclassified Items		
E147005 · WMC Expenditure	264,282.37	255,855.00
E147006 · Wagin Frail Aged	120,377.57	93,335.00
E147010 · Transport Licensing	117,333.10	
E147015 · Community Requests	0.00	7,000.00
E147030 · Payroll Clearing Account	0.00	
E147035 · Banking Errors	0.00	
E147100 · Administration Allocated	15,939.00	18,591.00
<b>Total E147 · Unclassified Items</b>	<b>517,932.04</b>	<b>374,781.00</b>
 <b>Total E14 · OTHER PROPERTY &amp; SERVICES.</b>	<b>577,713.10</b>	<b>500,280.50</b>
 <b>Total Expense</b>	<b>2,576,772.98</b>	<b>2,623,543.25</b>
 <b>Net Income</b>	<b>584,918.85</b>	<b>325,525.60</b>

**Shire of Wagin**  
**List of Creditors Paid from the Municipal Fund Account**  
 December 2005 through January 2006

	Type	Date	Num	Memo	Amount
**Abco Products	Bill Pmt -Cheque	14/12/2005	Debit	Junbo Toilet Rolls for Public Toilets	-58.08
	Bill Pmt -Cheque	23/12/2005	Debit	Cleaning Goods for Function Centre	-153.41
	Bill Pmt -Cheque	30/01/2006	Debit	Cleaning Goods for Town Hall and Rec Centre	-86.75
**Ag West Machinery	Bill Pmt -Cheque	20/01/2006	Debit	Joiner and Nylon Tube	-151.24
**Arrow Bronze	Bill Pmt -Cheque	14/12/2005	Debit	Plaque for the Niche Wall	-336.27
**Australia Post	Bill Pmt -Cheque	14/12/2005	Debit	Postage Expenses for November 2005 & Bulk Paper Order	-1,021.85
	Bill Pmt -Cheque	20/01/2006	Debit	Postage Expenses for December 2005	-549.94
**Australian Communication Systems	Bill Pmt -Cheque	23/12/2005	Debit	Service & Repairs to Bushfire Radios	-1,397.76
	Bill Pmt -Cheque	20/01/2006	Debit	Check and Repair Bushfire Base Radio	-82.50
**Australian Services Union	Bill Pmt -Cheque	03/01/2006	Debit	Union Deductions December 2005	-198.00
	Bill Pmt -Cheque	31/01/2006	Debit	Union Deductions January 2006	-132.00
**Barefoot Clothing Manufacturer	Bill Pmt -Cheque	23/12/2005	Debit	Protective Clothing	-1,425.60
**Beaurepaires	Bill Pmt -Cheque	14/12/2005	Debit	Batteries for Piesseville Fire Truck	-230.00
	Bill Pmt -Cheque	23/12/2005	Debit	Rotate Grader Tyres	-65.85
	Bill Pmt -Cheque	20/01/2006	Debit	Replace Front Tyres in WM Vehicle, Repair Flat Tyres & Rotate on Grader, Also Fit 2 Tyres on Cat Grader & Replace a Roller Tyre	-1,038.08
**Burrows Pty Ltd	Bill Pmt -Cheque	30/01/2006	Debit	Repair Puncture in EHO Vehicle	-22.55
	Bill Pmt -Cheque	06/01/2006	Debit	Fuel Expenses for October & November 2005	-1,777.16
	Bill Pmt -Cheque	20/01/2006	Debit	Fuel Expenses for December 2005	-720.35
**Chubb Security Australia	Bill Pmt -Cheque	23/12/2005	Debit	Monitor Dialling Security	-278.42
**Corporate Express	Bill Pmt -Cheque	20/01/2006	Debit	Stationery	-1,010.76
**Corrigin Electronic Services	Bill Pmt -Cheque	23/12/2005	Debit	Meier Plan Copy Costs for November 2005	-237.91
	Bill Pmt -Cheque	20/01/2006	Debit	Meier Plan Copy Costs for December 2005	-222.38
**Cr Ian Cumming	Bill Pmt -Cheque	20/01/2006	Debit	Sitting Fees and Travelling Claimed	-321.50
**Cr Marilyn Brockway	Bill Pmt -Cheque	20/01/2006	Debit	Sitting Fees and Travelling Claimed	-852.96



**Shire of Wagin**  
**List of Creditors Paid from the Municipal Fund Account**  
 December 2005 through January 2006

	Type	Date	Num	Memo	Amount
**Cr Phillip Blight	Bill Pmt -Cheque	14/12/2005	Debit	Sitting Fees and Travelling Claimed	-493.84
	Bill Pmt -Cheque	14/12/2005	Debit	Replacement of Pan & Cistern at Rec Centre	-487.95
**Dale Painter.	Bill Pmt -Cheque	23/12/2005	Debit	Fit New Pump at Wetlands Park	-1,577.75
	Bill Pmt -Cheque	20/01/2006	Debit	Repairs to Shower & Toilets at Swimming Pool	-1,321.00
**Darkan Roadhouse	Bill Pmt -Cheque	14/12/2005	Debit	Fuel Expenses for Darkan HACC - October 2005	-10.00
	Bill Pmt -Cheque	23/12/2005	Debit	Fuel Expenses for Darkan HACC - November 2005	-93.41
	Bill Pmt -Cheque	20/01/2006	Debit	Fuel Expenses for Darkan HACC - December 2005	-30.05
	Bill Pmt -Cheque	30/01/2006	Debit	Paving at Caravan Park and Swimming Pool	-6,213.90
**Darren Smith - Carpenter & Joiner	Bill Pmt -Cheque	23/12/2005	Debit	Minimum Charge - Gross Rental Valuations Chargeable & Valuation Rolls	-100.00
	Bill Pmt -Cheque	30/01/2006	Debit	Reissue Title Search Fee	-12.00
**Doms Delicatessen of Wagin	Bill Pmt -Cheque	23/12/2005	Debit	Milk Expenses for November & Bread Rolls for Works Committee Meeting	-48.80
	Bill Pmt -Cheque	20/01/2006	Debit	Milk Expenses for December & Christmas Function Expenses	-317.39
**Edwards Motors Pty Ltd	Bill Pmt -Cheque	30/01/2006	Debit	Trailer Plug Pin	-14.85
	Bill Pmt -Cheque	23/12/2005	Debit	Turf Special & Glyphosate	-1,563.10
**Ewen-Foley Agencies	Bill Pmt -Cheque	20/01/2006	Debit	Chlorisulfuron	-132.00
	Bill Pmt -Cheque	30/01/2006	Debit	Fish Plus, Pump and Glyphosate	-2,893.00
**Great Southern Fuel Supply Katanning	Bill Pmt -Cheque	23/12/2005	Debit	Landcare Diesel Expenses for November 2005	-295.97
	Bill Pmt -Cheque	20/01/2006	Debit	Fuel Expenses for October & December 2005, Also Landcare Diesel Expenses for December 2005	-22,751.33
**Greenway Enterprises	Bill Pmt -Cheque	23/12/2005	Debit	Gloves, Safety Glasses and Shovels	-334.46
	Bill Pmt -Cheque	20/01/2006	Debit	Inter Felt Seal	-9.02
**Haines Norton	Bill Pmt -Cheque	20/01/2006	Debit	HACC Audit and Meals on Wheels Audit	-660.00
	Bill Pmt -Cheque	14/12/2005	Debit	100 Tonne Basalt 7mm	-4,119.65
**Hanson Construction Materials Pty Ltd	Bill Pmt -Cheque	14/12/2005	Debit	Window Cleaning of Recreation Centre Buildings	-590.70
	Bill Pmt -Cheque	14/12/2005	Debit	Street Nameplates	-308.00
**J C Lamont	Bill Pmt -Cheque	14/12/2005	Debit	Window Cleaning of Recreation Centre Buildings	-590.70
	Bill Pmt -Cheque	14/12/2005	Debit	Street Nameplates	-308.00
**Jason Signmakers	Bill Pmt -Cheque	14/12/2005	Debit	Window Cleaning of Recreation Centre Buildings	-590.70
	Bill Pmt -Cheque	14/12/2005	Debit	Street Nameplates	-308.00

**Shire of Wagin**  
**List of Creditors Paid from the Municipal Fund Account**  
 December 2005 through January 2006

	Type	Date	Num	Memo	Amount
**Jem Truck Sales	Bill Pmt -Cheque	23/12/2005	Debit	100,000km Service on Isuzu Tip Truck	-522.95
	Bill Pmt -Cheque	20/01/2006	Debit	Work Carried out on Isuzu Tip Truck	-785.92
**Katanning Cherry Picker	Bill Pmt -Cheque	14/12/2005	Debit	Vegetation Control Services in accordance with Western Power	-5,170.00
**Katanning Logistics	Bill Pmt -Cheque	20/01/2006	Debit	Freight Expenses for December 2005	-417.73
	Bill Pmt -Cheque	20/01/2006	Debit	Yearly Facility Fees for 45Kg Vap Cylinder	-264.00
**Kleenheat Gas	Bill Pmt -Cheque	14/12/2005	Debit	Excess Fee for Analytical Services in 2004/2005	-407.55
**Local Authorities Analytical Committee	Bill Pmt -Cheque	20/01/2006	Debit	Preparation of report on 2005/06 WALGOC Balanced Budget Assessment	-680.00
**Mansell Ply Ltd	Bill Pmt -Cheque	23/12/2005	Debit	2 Bench Seats	-2,112.00
**Miracle Recreation Equipment	Bill Pmt -Cheque	23/12/2005	Debit	Workers Compensation Wages Adjustment	-9,416.00
**Municipal Workcare Scheme	Bill Pmt -Cheque	14/12/2005	Debit	Sprinklers for Caravan Park	-113.10
**Narrogin Hire Service & Reticulation	Bill Pmt -Cheque	20/01/2006	Debit	Public Toilet Expenses	-345.40
**Narrogin Packaging	Bill Pmt -Cheque	20/01/2006	Debit	Edging Spade	-29.95
**NCS Cuthbert - Landmark	Bill Pmt -Cheque	23/12/2005	Debit	Drinks for Works Committee Meeting, Landcare Prize Night & Contractors Party	-566.28
**Palace Hotel	Bill Pmt -Cheque	20/01/2006	Debit	Refreshment Expenses for December 2005	-392.98
**Planning Enterprises	Bill Pmt -Cheque	30/01/2006	Debit	Town Planning Consulting Services for July to December 2005	-337.31
**Protector Alsaf	Bill Pmt -Cheque	14/12/2005	Debit	Emergency Eye Wash and Portable Eye Wash	-637.07
**Putland Motors	Bill Pmt -Cheque	23/12/2005	Debit	Spark Plug for Darkan HACC Mower	-9.00
**Quality Transport Service	Bill Pmt -Cheque	14/12/2005	Debit	Freight Expenses for October 2005	-99.72
	Bill Pmt -Cheque	23/12/2005	Debit	Freight Expenses for November 2005	-59.20
**Radiowest Broadcasters	Bill Pmt -Cheque	20/01/2006	Debit	Freight Expenses for December 2005	-176.62
	Bill Pmt -Cheque	20/01/2006	Debit	Fire Safety Commercial	-77.00

**Shire of Wagin**  
**List of Creditors Paid from the Municipal Fund Account**  
 December 2005 through January 2006

	Type	Date	Num	Memo	Amount
**Recharge-It	Bill Pmt -Cheque	20/01/2006	Debit	Ink Cartridge Refills	-91.80
**RoadCare Pty Ltd	Bill Pmt -Cheque	20/01/2006	Debit	Premix for Patching	-272.80
**Rocia Pipeline Products	Bill Pmt -Cheque	20/01/2006	Debit	Headwalls and Cement Culvert Pipes	-3,128.87
**Rotowash Australia Pty Ltd	Bill Pmt -Cheque	14/12/2005	Debit	Filters for Rotowash Machine	-114.44
	Bill Pmt -Cheque	30/01/2006	Debit	Brush and Tension Spring for Rotowash Machine	-770.22
**Roundel Civil Products Pty Ltd	Bill Pmt -Cheque	20/01/2006	Debit	Aluminium & Galvanised Corrugated Pipe	-3,202.76
**Rural Press Regional Media WA Pty Ltd	Bill Pmt -Cheque	20/01/2006	Debit	Advertising Expenses for November & December 2005	-1,247.21
**Security & Key Pty Ltd	Bill Pmt -Cheque	14/12/2005	Debit	Deadlock for Trots Store / Bar & Rec Centre Key Set for Football Club Coach	-310.37
	Bill Pmt -Cheque	23/12/2005	Debit	Keys for Medical Centre	-183.70
**Shire of Dumbleyung	Bill Pmt -Cheque	20/01/2006	Debit	Hire of the Street Sweeper	-577.50
**Shire of Wagin Payroll Creditors	Bill Pmt -Cheque	03/01/2006	Debit	Payroll Deductions December 2005	-560.00
	Bill Pmt -Cheque	31/01/2006	Debit	Payroll Deductions January 2006	-340.00
**Shire of Wagin Staff Social Fund	Bill Pmt -Cheque	03/01/2006	Debit	Payroll Deductions December 2005	-680.00
	Bill Pmt -Cheque	31/01/2006	Debit	Payroll Deductions January 2006	-470.00
**Shire of Woodanilling	Bill Pmt -Cheque	03/01/2006	Debit	Payroll Deduction December 2005	-240.00
	Bill Pmt -Cheque	31/01/2006	Debit	Payroll Deductions January 2006	-360.00
**Sunny Sign Company Pty Ltd	Bill Pmt -Cheque	20/01/2006	Debit	Banners "Grader Ahead"	-330.00
**Telford Industries	Bill Pmt -Cheque	23/12/2005	Debit	Accu-Tab for Sportsground	-510.40
	Bill Pmt -Cheque	20/01/2006	Debit	2000L Liquid Chlorine	-2,129.60
**Terry Brown & Co	Bill Pmt -Cheque	23/12/2005	Debit	Repair Tailgate on the Isuzu Tip Truck	-134.20
**Times Print	Bill Pmt -Cheque	20/01/2006	Debit	Printing of Information Books 2006	-1,224.00
**Toll Ipec	Bill Pmt -Cheque	23/12/2005	Debit	Freight Expenses for December 2005	-47.54
**Universal Publishers Pty Ltd	Bill Pmt -Cheque	20/01/2006	Debit	Caravan Park Advertising	-385.00

**Shire of Wagin**  
**List of Creditors Paid from the Municipal Fund Account**  
 December 2005 through January 2006

	Type	Date	Num	Memo	Amount
**Visimax	Bill Pmt -Cheque	14/12/2005	Debit	ID Wallet with Metal Badge for Ranger	-116.50
**Wagin Ag Centre	Bill Pmt -Cheque	20/01/2006	Debit	Repair Ram Ends on Steel Roller, Replace Wheel Seal Case on Back Hoe 250Hr service on Case Backhoe, Muffler & Agri Grease Plus 450G	-3,295.21
**Wagin Agricultural Society	Bill Pmt -Cheque	30/01/2006	Debit	2006 Donations to Art and Photography & Advertising	-635.00
**Wagin Co-op.	Bill Pmt -Cheque	23/12/2005	Debit	Council Meeting Groceries, Caravan Park Cleaning Goods & Landcare Prize Night Goods	-339.48
	Bill Pmt -Cheque	20/01/2006	Debit	Admin Cleaning Goods, Christmas Function Expenses & Council Meeting Groceries	-620.60
**Wagin Gas Electrics	Bill Pmt -Cheque	23/12/2005	Debit	Installation of Christmas Lights & Repairs to lights at Caravan Park	-1,270.30
	Bill Pmt -Cheque	30/01/2006	Debit	Repair Broken Floodlights in Wetlands Park, Upgraded Town Hall Sub Switchboard, Installed GPO & Fluro in HACC Shed, Installed Xmas Lights	-6,694.51
**Wagin Meats	Bill Pmt -Cheque	23/12/2005	Debit	Meat for Landcare Prize Night & Works Committee Meeting BBQ	-105.50
	Bill Pmt -Cheque	30/01/2006	Debit	Meat for Works Function and Christmas Function	-553.40
**Wagin Motorcycles	Bill Pmt -Cheque	23/12/2005	Debit	Chain Saw Chain, Mower Blades, Nuts & Bolts	-244.79
	Bill Pmt -Cheque	20/01/2006	Debit	Honda Lawnmower, Mower Catcher, Air Filter, Blade Bss, Honda Blades & Masport Blades	-1,607.18
**Wagin Panel and Paint	Bill Pmt -Cheque	23/12/2005	Debit	Supply & Fit Windscreen in Landcare Vehicle	-308.00
**Wagin Pharmacy	Bill Pmt -Cheque	23/12/2005	Debit	ID Passport Photos for Ron Hollands ID Badge	-11.00
**Wagin Spraying Service	Bill Pmt -Cheque	23/12/2005	Debit	Road Side Spraying	-11,682.00
	Bill Pmt -Cheque	20/01/2006	Debit	Spray Town Oval and Swimming Pool Lawn	-462.00
**Wagin Telecentre	Bill Pmt -Cheque	23/12/2005	Debit	Laminating	-12.50
	Bill Pmt -Cheque	30/01/2006	Debit	A4 Laminating, A3 Coloured Paper and Colour Laser Printing	-45.80
**WALGSP	Bill Pmt -Cheque	03/01/2006	Debit	Superannuation December 2005	-26,168.79
	Bill Pmt -Cheque	31/01/2006	Debit	Superannuation January 2006	-17,369.62
**Walker Ford	Bill Pmt -Cheque	14/12/2005	Debit	Changeover of CEO's Vehicle	-5,900.00
	Bill Pmt -Cheque	20/01/2006	Debit	Changeover of CEO's Vehicle, 50,000km Service & Wheel Alignment in Mitsubishi Triton Tipper Ute & 30,000km Service on WM Vehicle	-3,013.85

**Shire of Wagin**  
**List of Creditors Paid from the Municipal Fund Account**  
 December 2005 through January 2006

	Type	Date	Num	Memo	Amount
**West Australian Regional Newspapers	Bill Pmt -Cheque	20/01/2006	Debit	Advertising Expenses for November 2005	-550.40
	Bill Pmt -Cheque	23/12/2005	Debit	Work Boots	-94.71
	Bill Pmt -Cheque	20/01/2006	Debit	Bushman Aerosol	-229.68
**Western Australian Local Government Ass	Bill Pmt -Cheque	14/12/2005	Debit	October 2005 Marketforce Advertising	-2,292.18
	Bill Pmt -Cheque	23/12/2005	Debit	November 2005 Marketforce Advertising	-711.77
	Bill Pmt -Cheque	30/01/2006	Debit	December 2005 Marketforce Advertising	-363.90
**Western Australian Treasury Corporation	Bill Pmt -Cheque	20/12/2005	Debit	Loan 126 Repayment - December 2005	-500.00
	Bill Pmt -Cheque	20/01/2006	Debit	Loan 126 Repayment - January 2006	-500.00
	Bill Pmt -Cheque	23/12/2005	678	Acrod Parking Permit Renewal	-16.50
Acrod Limited	Bill Pmt -Cheque	14/12/2005	667	PVC Pipe and Stormwater Pipe	-268.50
	Bill Pmt -Cheque	23/01/2006	696	PVC Pipe, Postcrete, Tap Timers, Impact Sprinklers, Gas for Caravan Park	-2,349.35
	Bill Pmt -Cheque	27/01/2006	717	Pine Lattice, Gate Valve, Adaptor, Tees, Sprinklers & PVC Fitting	-34.80
Aussie Stockyards	Bill Pmt -Cheque	27/01/2006	718	Paint Roller and Roller Handle	-1,589.50
	Bill Pmt -Cheque	23/01/2006	697	Supply Materials for Wagin Trotting Club Fence	-16.16
	Bill Pmt -Cheque	14/12/2005	Debit	Expenses for Recovery of Debt	-21,356.35
Austral Mercantile Collections Pty Ltd	Bill Pmt -Cheque	13/01/2006	Debit	PAYG and GST November 2005	-48,443.81
	Bill Pmt -Cheque	23/01/2006	698	PAYG and GST December 2005	-330.00
	Bill Pmt -Cheque	23/01/2006	699	Solve All and Spray Bottles for Depot	-90.80
Blyth Garden Centre Plants Plus	Bill Pmt -Cheque	23/12/2005	679	Seedlings and Various Other Plants for 5 Omdurman St	-65.95
	Bill Pmt -Cheque	23/01/2006	700	V Belts & Fix Rod Tension on Toro Mower	-10,120.00
	Bill Pmt -Cheque	23/12/2005	680	Ride on Lawn Mower	-688.00
Busseton Mower World	Bill Pmt -Cheque	23/01/2006	701	Accommodation for HACC Christmas Light Tour	-100.00
	Bill Pmt -Cheque	23/01/2006	702	Donation to the Youthquake held at Wagin Swimming Pool in February	-198.00
	Bill Pmt -Cheque	23/01/2006	702	Advertising the Wagin Caravan Park in Have-A-Go-News	
City Stay Apartment Hotel	Bill Pmt -Cheque	23/01/2006	701		
	Bill Pmt -Cheque	23/01/2006	702		
	Bill Pmt -Cheque	23/01/2006	702		
Combined Christian Churches of Wagin	Bill Pmt -Cheque	23/01/2006	701		
	Bill Pmt -Cheque	23/01/2006	702		
	Bill Pmt -Cheque	23/01/2006	702		
Concept Media	Bill Pmt -Cheque	23/01/2006	701		
	Bill Pmt -Cheque	23/01/2006	702		
	Bill Pmt -Cheque	23/01/2006	702		

**Shire of Wagin**  
**List of Creditors Paid from the Municipal Fund Account**  
 December 2005 through January 2006

	Type	Date	Num	Memo	Amount
Cr Lachlan Ballantyne	Bill Pmt -Cheque	23/01/2006	703	Sitting Fees Claimed	-325.00
Darkan Hotel	Bill Pmt -Cheque	23/12/2005	681	5 Meals on Wheels	-50.20
Darren Piper.	Bill Pmt -Cheque	23/12/2005	682	Excavate & Repair Roads with Cement Stabilised Gravel & Coat with Emulsion	-6,834.00
Dawsons Funeral Home	Bill Pmt -Cheque	14/12/2005	668	HACC Name Badges	-48.00
Department of Conservation & Land Manag	Bill Pmt -Cheque	14/12/2005	669	Landcare Barua Mia Tour	-235.00
Department of Planning & Infrastructure	Bill Pmt -Cheque	01/12/2005	Debit	Debit of Licensing Takings 28th November 2005	-8,661.10
	Bill Pmt -Cheque	01/12/2005	Debit	Debit of Licensing Takings 29th November 2005	-17,642.85
	Bill Pmt -Cheque	02/12/2005	Debit	Debit of Licensing Takings 30th November 2005	-15,142.85
	Bill Pmt -Cheque	05/12/2005	Debit	Debit of Licensing Takings 1st December 2005	-11,049.15
	Bill Pmt -Cheque	06/12/2005	Debit	Debit of Licensing Takings 2nd December 2005	-7,016.95
	Bill Pmt -Cheque	07/12/2005	Debit	Debit of Licensing Takings 5th December 2005	-4,950.90
	Bill Pmt -Cheque	08/12/2005	Debit	Debit of Licensing Takings 6th December 2005	-1,407.05
	Bill Pmt -Cheque	09/12/2005	Debit	Debit of Licensing Takings 7th December 2005	-4,809.15
	Bill Pmt -Cheque	12/12/2005	Debit	Debit of Licensing Takings 8th December 2005	-1,782.10
	Bill Pmt -Cheque	13/12/2005	Debit	Debit of Licensing Takings 9th December 2005	-4,197.10
	Bill Pmt -Cheque	14/12/2005	Debit	Debit of Licensing Takings 12th December 2005	-5,064.05
	Bill Pmt -Cheque	15/12/2005	Debit	Debit of Licensing Takings 13th December 2005	-6,606.20
	Bill Pmt -Cheque	16/12/2005	Debit	Debit of Licensing Takings 14th December 2005	-2,346.75
	Bill Pmt -Cheque	19/12/2005	Debit	Debit of Licensing Takings 15th December 2005	-11,164.60
	Bill Pmt -Cheque	20/12/2005	Debit	Debit of Licensing Takings 16th December 2005	-8,908.65
	Bill Pmt -Cheque	21/12/2005	Debit	Debit of Licensing Takings 19th December 2005	-9,434.00
	Bill Pmt -Cheque	22/12/2005	Debit	Debit of Licensing Takings 20th December 2005	-10,023.25
	Bill Pmt -Cheque	23/12/2005	Debit	Debit of Licensing Takings 21st December 2005	-4,888.40
	Bill Pmt -Cheque	28/12/2005	Debit	Debit of Licensing Takings 22nd December 2005	-5,929.05
	Bill Pmt -Cheque	28/12/2005	Debit	Debit of Licensing Takings 23rd December 2005	-14,215.70
	Bill Pmt -Cheque	30/12/2005	Debit	Debit of Licensing Takings 28th December 2005	-4,421.00
	Bill Pmt -Cheque	03/01/2006	Debit	Debit of Licensing Takings 29th December 2005	-4,461.10
	Bill Pmt -Cheque	03/01/2006	Debit	Debit of Licensing Takings 30th December 2005	-10,623.15
	Bill Pmt -Cheque	05/01/2006	Debit	Debit of Licensing Takings 3rd January 2006	-9,960.60
	Bill Pmt -Cheque	06/01/2006	Debit	Debit of Licensing Takings 4th January 2006	-3,146.85
	Bill Pmt -Cheque	09/01/2006	Debit	Debit of Licensing Takings 5th January 2006	-5,965.40
	Bill Pmt -Cheque	10/01/2006	Debit	Debit of Licensing Takings 6th January 2006	-3,245.65
	Bill Pmt -Cheque	11/01/2006	Debit	Debit of Licensing Takings 9th January 2006	-8,010.80
	Bill Pmt -Cheque	12/01/2006	Debit	Debit of Licensing Takings 10th January 2006	-1,112.65

**Shire of Wagin**  
**List of Creditors Paid from the Municipal Fund Account**  
 December 2005 through January 2006

Type	Date	Num	Memo	Amount
Bill Pmt -Cheque	13/01/2006	Debit	Debit of Licensing Takings 11th January 2006	-1,473.00
Bill Pmt -Cheque	16/01/2006	Debit	Debit of Licensing Takings 12th January 2006	-3,644.70
Bill Pmt -Cheque	17/01/2006	Debit	Debit of Licensing Takings 13th January 2006	-18,231.35
Bill Pmt -Cheque	18/01/2006	Debit	Debit of Licensing Takings 16th January 2006	-5,671.25
Bill Pmt -Cheque	19/01/2006	Debit	Debit of Licensing Takings 17th January 2006	-1,505.10
Bill Pmt -Cheque	23/01/2006	Debit	Debit of Licensing Takings 18th January 2006	-4,489.55
Bill Pmt -Cheque	23/01/2006	Debit	Debit of Licensing Takings 19th January 2006	-3,112.65
Bill Pmt -Cheque	24/01/2006	Debit	Debit of Licensing Takings 20th January 2006	-3,267.40
Bill Pmt -Cheque	25/01/2006	Debit	Debit of Licensing Takings 23rd January 2006	-4,668.30
Bill Pmt -Cheque	27/01/2006	Debit	Debit of Licensing Takings 24th January 2006	-5,600.70
Bill Pmt -Cheque	27/01/2006	Debit	Debit of Licensing Takings 25th January 2006	-4,558.00
Bill Pmt -Cheque	31/01/2006	Debit	Debit of Licensing Takings 27th January 2006	-14,344.90
Donna Hodge				
Bill Pmt -Cheque	23/12/2005	693	Waitressing and Cleaning up at the Christmas Function	-350.00
EN & B Pugh				
Bill Pmt -Cheque	14/12/2005	670	Refuse Removal November 2005	-4,445.12
Bill Pmt -Cheque	20/01/2006	695	Refuse Removal December 2005	-4,455.02
Fire & Emergency Services Authority WA				
Bill Pmt -Cheque	05/12/2005	Debit	ESL Collections November 2005	-958.83
Bill Pmt -Cheque	13/01/2006	Debit	ESL Collections December 2005	-673.54
Katanning Runaway Bus 2005				
Bill Pmt -Cheque	23/01/2006	704	Donation to the Katanning Runaway Bus 2005	-100.00
Kestrel Painting & Decorating				
Bill Pmt -Cheque	23/12/2005	683	Painting of 9 doors in Recreation Centre	-376.20
KZ's of Wagin				
Bill Pmt -Cheque	14/12/2005	671	Protective Clothing	-549.53
LGRCEU				
Bill Pmt -Cheque	03/01/2006	694	Union Deductions December 2005	-42.90
Bill Pmt -Cheque	31/01/2006	722	Union Deductions January 2006	-28.60
Locko's Workshop				
Bill Pmt -Cheque	23/01/2006	705	Fabrication and Installation of Standpipe on Bullock Hills Road	-627.00
Narrogin Rotary Club				
Bill Pmt -Cheque	23/01/2006	706	Hire of the Bouncy Castle on 21/12/2005	-150.00
National Bank				
Bill Pmt -Cheque	30/12/2005	Debit	Bank Fees and Charges for December 2005	-244.23
Bill Pmt -Cheque	30/12/2005	Debit	Repayment of Loan 131	-6,472.30
Bill Pmt -Cheque	01/12/2005	Debit	Merchant Fees - November 2005	-638.42
Bill Pmt -Cheque	20/12/2005	Debit	Debit of NAB Credit Card Purchases	-982.82
Bill Pmt -Cheque	03/01/2006	Debit	Merchant Fees - December 2005	-499.07
Bill Pmt -Cheque	03/01/2006	Debit	Bank Fees and Charges for December 2005	-87.62

**Shire of Wagin**  
**List of Creditors Paid from the Municipal Fund Account**  
 December 2005 through January 2006

	Type	Date	Num	Memo	Amount
NNT Uniforms	Bill Pmt -Cheque	31/01/2006	Debit	Bank Fees and Charges for January 2006	-155.90
	Bill Pmt -Cheque	19/01/2006	Debit	Debit of NAB Credit Card Purchases	-2,808.91
OSA Group Pty Ltd	Bill Pmt -Cheque	14/12/2005	672	Uniform for Debbie Thompson	-399.00
	Bill Pmt -Cheque	23/12/2005	684	Uniform for Deb Stephens, Denis Archer and Ian Fitzgerald	-1,052.00
	Bill Pmt -Cheque	23/01/2006	707	Uniform for Braden Fisher	-128.68
	Bill Pmt -Cheque	23/12/2005	685	Employee Assistance Program	-27.50
Peerless Jai Pty Ltd	Bill Pmt -Cheque	23/01/2006	708	Dual Coat for Town Hall Floor	-193.35
Shire of Wagin.	Bill Pmt -Cheque	02/12/2005	666	Admin Petty Cash Recoup	-92.55
	Bill Pmt -Cheque	23/01/2006	709	HACC & Landcare Hire of the Community Bus & HACC Petty Cash Recoup	-564.15
Signs Plus	Bill Pmt -Cheque	23/01/2006	710	Badges for Braden Fisher, Penny Bass and Rebecca Smith	-37.50
Skipper Trucks	Bill Pmt -Cheque	23/12/2005	686	Fix Light Problem on Iveco Truck	-68.50
Spencer Signs	Bill Pmt -Cheque	14/12/2005	673	Signs for Lions Club & DJ & DJ Plesse	-590.70
Telstra	Bill Pmt -Cheque	14/12/2005	674	Telephone Expenses	-1,860.52
	Bill Pmt -Cheque	23/12/2005	687	Telephone Expenses	-517.77
	Bill Pmt -Cheque	23/01/2006	711	Telephone Expenses	-2,462.88
	Bill Pmt -Cheque	27/01/2006	719	Telephone Expenses	-437.54
Total Eden Albany	Bill Pmt -Cheque	23/01/2006	712	Sprinklers	-116.65
Unitest	Bill Pmt -Cheque	23/12/2005	688	Cable Locator Kit	-5,010.50
Wagin Betta Electrical	Bill Pmt -Cheque	14/12/2005	675	2 Freestanding Ovens for the Town Hall & a Cordless Telephone	-3,159.00
	Bill Pmt -Cheque	23/01/2006	713	Vax Vacuum Cleaner Bags	-18.95
Wagin Fresh Food Market	Bill Pmt -Cheque	23/12/2005	689	Catering for November Council Meeting	-64.60
	Bill Pmt -Cheque	23/01/2006	714	Pizza, Spring Rolls, Quiche, Party Pies, Sausage Rolls & Sandwiches for Council Meeting, Wing Dings, Spring Rolls, Nuggets, Red Sausages & Salad Platters for Christmas Function.	-580.50
Wagin Medical Centre.	Bill Pmt -Cheque	14/12/2005	676	Medical Expenses for Greg Dunn	-110.00
Wagin Volunteer Fire Brigade	Bill Pmt -Cheque	23/01/2006	715	Control Burn DOLA Vacant Block	-660.00



**Shire of Wagin**  
**List of Creditors Paid from the Municipal Fund Account**  
 December 2005 through January 2006

	Type	Date	Num	Memo	Amount
Water Corporation	Bill Pmt -Cheque	27/01/2006	720	Water Usage	-17,448.40
Western Power	Bill Pmt -Cheque	14/12/2005	677	Streelight Account	-2,300.30
	Bill Pmt -Cheque	23/12/2005	690	New Connection - Tuckoo St - Christmas Lights	-300.00
	Bill Pmt -Cheque	23/01/2006	716	Electricity Expenses	-2,529.05
	Bill Pmt -Cheque	27/01/2006	721	Electricity Expenses	-7,533.00
Wildlife Research and Management	Bill Pmt -Cheque	23/12/2005	691	Phascogale Project - Payment 3 - 2005-06	-21,420.30
Work Clobber	Bill Pmt -Cheque	23/12/2005	692	Safety Boots	-121.60
				Total	-646,853.52

**Shire of Wagin Trust Account**  
**List of Creditor Paid from the Trust Fund Account**  
 December 2005 through January 2006

	Type	Date	Num	Memo	Amount
1st Wagin Scout Group	Bill Pmt -Cheque	21/12/2005	1575	Refund of Bond on Community Bus	-150.00
BCITF	Bill Pmt -Cheque	16/01/2006	1577	BCITF Levies Collected	-287.95
Blackwood Basin Group.	Bill Pmt -Cheque	13/01/2006	1576	Refund of Bond on Rec Centre	-50.00
Builders Registration Board	Bill Pmt -Cheque	16/01/2006	1578	Builders Registration Board Levies Collected	-142.50
CP & AJ Howell.	Bill Pmt -Cheque	13/12/2005	1572	Refund of Bond on Community Bus	-150.00
K & R Dowdell.	Bill Pmt -Cheque	23/01/2006	1581	Refund of Bond on Town Hall	-50.00
Kevin Bail.	Bill Pmt -Cheque	23/01/2006	1582	Refund of Bond on Town Hall	-50.00
Kevin Cronin.	Bill Pmt -Cheque	23/01/2006	1583	Refund of Bond on Town Hall	-50.00
Leah Taylor.	Bill Pmt -Cheque	06/12/2005	1570	Refund of Bond on Rec Centre	-200.00
Phillip Buck.	Bill Pmt -Cheque	14/12/2005	1573	Refund of Bond on Chairs & Trestles	-50.00
Shire of Wagin.	Bill Pmt -Cheque	16/01/2006	1579	BRB and BCITF Commission	-31.90
South West Wanderers.	Bill Pmt -Cheque	20/12/2005	1574	Refund of Bond on Town Hall & Community Bus	-350.00
Vicki Kelly.	Bill Pmt -Cheque	07/12/2005	1571	Refund of Bond on Town Hall	-100.00
Wagin Ballroom Dancing Club	Bill Pmt -Cheque	19/01/2006	1580	Reissue of Stale Cheque for Wagin Ballroom Dancing Club	-50.00
	Total				-1,712.35

**Wagin Medical Centre**  
**Operating Statement**  
 July 2005 through January 2006

	Jul '2005 - Jan 2006	Budget
<b>Ordinary Income/Expense</b>		
<b>Income</b>		
<b>I100 · Operating Income</b>		
I100010 · Surgery Visits	212,724.75	179,085.00
I100020 · Hospital Visits	39,814.60	47,835.00
I100030 · WACRRM Practice Support	7,800.00	1,200.00
I100040 · Practice Incentive Payments	19,099.50	22,500.00
I100060 · Interest	761.46	380.00
I100070 · Reimbursements	527.52	1,605.00
I100080 · Contribution from Dumbleyung	0.00	5,835.00
<b>Total I100 · Operating Income</b>	<b>280,727.83</b>	<b>258,440.00</b>
<b>Total Income</b>	<b>280,727.83</b>	<b>258,440.00</b>
<b>Expense</b>		
<b>E200 · Operating Expenditure</b>		
E200010 · Doctors Wages	135,169.44	135,335.00
E200020 · Administration Wages	44,504.08	36,750.00
E200030 · Practice Nurse Wages	25,424.61	18,670.00
E200040 · Cleaners Wages	7,523.92	5,835.00
E200050 · Superannuation	28,353.68	17,695.00
E200060 · Locum Doctor Expenses	568.18	
E200070 · Workers Comp Insurance	12,274.18	10,110.00
E200075 · Professional Indemnity Ins	5,687.29	5,000.00
E200080 · Professional Promotion	36.36	
E200090 · Staff Training	56.50	585.00
E200095 · Staff Uniforms	1,351.55	1,000.00
E200100 · Telephone & Mobile	4,081.01	5,835.00
E200110 · Electricity & Gas	2,458.90	2,335.00
E200120 · Water	2,138.44	410.00
E200130 · Office Supplies & Maintenance	3,301.26	2,045.00
E200140 · Printing & Stationery	1,234.71	1,460.00
E200150 · Repairs	260.60	295.00
E200160 · Office Cleaning Supply & Serv	901.13	645.00
E200170 · Vehicle Running Costs W.1479	1,036.20	1,170.00
E200180 · Gardening Service - Nenke St	1,072.13	1,170.00
E200190 · Internet Access	354.27	410.00
E200200 · Medical Supplies	2,742.75	5,835.00
E200210 · Computer Systems	6,449.86	6,000.00
E200220 · Postage and Freight	1,513.39	1,925.00
E200230 · X-Ray Service	0.00	295.00
E200240 · Subscriptions	252.73	700.00
E200260 · Bank Fees & Charges	1,269.54	1,345.00
E200280 · Refund Consultation Fees	289.55	505.00
E200290 · Travelling	160.22	
<b>Total E200 · Operating Expenditure</b>	<b>290,466.48</b>	<b>263,360.00</b>
<b>Total Expense</b>	<b>290,466.48</b>	<b>263,360.00</b>
<b>Net Ordinary Income</b>	<b>-9,738.65</b>	<b>-4,920.00</b>
<b>Net Income</b>	<b>-9,738.65</b>	<b>-4,920.00</b>

**Wagin Medical Centre**  
**List of Creditors Paid from the Operating Cheque Account**  
**December 2005 through January 2006**

	Type	Date	Num	Memo	Amount
<b>**AMA Services</b>	Bill Pmt -Cheque	07/12/2005	Debit	Medical Supplies	-79.99
	Bill Pmt -Cheque	23/12/2005	Debit	Medical Supplies	-177.66
	Bill Pmt -Cheque	25/01/2006	Debit	Medical Supplies	-71.88
<b>**Australia Post</b>	Bill Pmt -Cheque	07/12/2005	Debit	Postage Expenses for November 2005	-150.80
	Bill Pmt -Cheque	11/01/2006	Debit	Postage Expenses for December 2005	-127.34
<b>**Boc Limited</b>	Bill Pmt -Cheque	07/12/2005	Debit	N20 Medical D Size	-169.76
	Bill Pmt -Cheque	23/12/2005	Debit	N20 Medical D Size	-169.76
	Bill Pmt -Cheque	11/01/2006	Debit	N20 Medical D Size	-169.76
<b>**Corrigin Electronic Services</b>	Bill Pmt -Cheque	25/01/2006	Debit	N20 Medical D Size	-169.76
	Bill Pmt -Cheque	23/12/2005	Debit	Replace Fusing Unit in Laser Printer	-286.66
	Bill Pmt -Cheque	07/12/2005	Debit	Cleaning Goods and Water for Waiting Room	-80.44
<b>**Wagin District Farmers Coop</b>	Bill Pmt -Cheque	11/01/2006	Debit	Cleaning Goods, Milk and Water for Waiting Room	-91.63
	Bill Pmt -Cheque	11/01/2006	Debit	Accommodation for Locum Doctor Dr Koopman Hendrik	-154.00
<b>**Wagin Motel</b>	Bill Pmt -Cheque	07/12/2005	Debit	Miscellaneous Scripts in November 2005	-30.95
	Bill Pmt -Cheque	11/01/2006	Debit	Miscellaneous Scripts in December 2005	-109.95
<b>**Wagin Pharmacy</b>	Bill Pmt -Cheque	25/01/2006	338	Drill Set 13 Piece	-21.83
<b>Alexander Galt &amp; Co</b>	Bill Pmt -Cheque	11/01/2006	333	Telephone System Rental	-428.17
<b>Commander Australia LTD</b>	Bill Pmt -Cheque	11/01/2006	334	Refund of Consultation Fees as Paid Privately	-30.85
<b>Dale Cronin</b>	Bill Pmt -Cheque	07/12/2005	325	Refund of Consultation Fees as Paid Privately	-50.00
<b>Fred Benck</b>	Bill Pmt -Cheque	07/12/2005	326	Refund of Consultation Fees as Paid Privately	-30.85
<b>Jacqueline Andrews</b>	Bill Pmt -Cheque	25/01/2006	339	Refud of Consultation Fees as Paid Privately	-14.10
<b>Jenny Ward</b>	Bill Pmt -Cheque	01/12/2005	Debit	Bank Fees and Charges	-63.24
<b>National Bank</b>	Bill Pmt -Cheque				

**Wagin Medical Centre**  
**List of Creditors Paid from the Operating Cheque Account**  
 December 2005 through January 2006

	Type	Date	Num	Memo	Amount
Neverfail Springwater Limited	Bill Pmt -Cheque	30/12/2005	Debit	Bank Fees and Charges	-86.00
	Bill Pmt -Cheque	03/01/2006	Debit	Bank Fees and Charges	-44.53
	Bill Pmt -Cheque	31/01/2006	Debit	Bank Fees and Charges	-84.50
NNT Uniforms	Bill Pmt -Cheque	23/12/2005	331	Service Warranty on Water Cooler Machine in Waiting Room	-94.60
	Bill Pmt -Cheque	25/01/2006	340	Service Warranty on Water Cooler Machine in Waiting Room	-44.00
Sally Lamanovska	Bill Pmt -Cheque	07/12/2005	327	Uniform for Di Plesse	-147.60
	Bill Pmt -Cheque	11/01/2006	335	Uniform for Glenda Spurr	-112.00
	Bill Pmt -Cheque	25/01/2006	341	Uniform for Chris Lewis	-160.40
	Bill Pmt -Cheque	11/01/2006	336	Refund of Consultation Fees as Paid Privately	-30.85
Shire of Wagin	Bill Pmt -Cheque	07/12/2005	328	November kms in Infant Health Vehicle	-3.75
	Bill Pmt -Cheque	23/12/2005	332	Operating Expenses for November 2005	-37,197.14
	Bill Pmt -Cheque	11/01/2006	337	Operating Expenses for December 2005	-56,047.65
	Bill Pmt -Cheque	25/01/2006	342	December kms in Infant Health Vehicle	-3.00
Telstra	Bill Pmt -Cheque	05/12/2005	Debit	Telephone Expenses	-586.65
	Bill Pmt -Cheque	16/12/2005	Debit	Telephone Expenses - Doctors Mobile	-46.66
	Bill Pmt -Cheque	04/01/2006	Debit	Telephone Expenses	-544.51
	Bill Pmt -Cheque	22/01/2006	Debit	Telephone Expenses - Doctors Mobile	-64.81
Wagin Medical Centre.	Bill Pmt -Cheque	25/01/2006	343	Petty Cash Recoup	-174.00
Wagin Newsagency	Bill Pmt -Cheque	07/12/2005	329	Papers and Stationery	-96.94
Water Corporation	Bill Pmt -Cheque	25/01/2006	344	Water Usage	-78.75
Western Power	Bill Pmt -Cheque	07/12/2005	330	Electricity Expenses	-648.00
	Bill Pmt -Cheque	25/01/2006	345	Electricity Expenses	-582.25
Westnet	Bill Pmt -Cheque	07/12/2005	Debit	Internet Access for December	-79.95
	Bill Pmt -Cheque	05/01/2006	Debit	Internet Access for January	-79.95
				Total	-99,717.87

**9.4. OTHER COMMITTEES AND REPORTS****9.4.1 MINUTES OF THE SHIRE OF WAGIN SAFETY COMMITTEE MEETING  
HELD ON 13<sup>th</sup> DECEMBER 2005 AT THE SHIRE OF WAGIN COMMITTEE  
ROOM.****Council Resolution****172 Cr DK Morgan/Cr EN Pugh**

That the Minutes of the Shire of Wagin Safety Committee Meeting held on 13<sup>th</sup> December 2005 be received.

**CARRIED**  
Vote 10/0

**OPENING:** 2.15 PM.

<b>PRESENT:</b>	I Fitzgerald	Chief Executive Officer
	A Hicks	Manager of Works
	B Roderick	Senior Finance Officer
	R White	Works
	M Foale	Works
	H Severn	Home and Community Care

<b>VISITORS:</b>	J Appleyard	Regional Risk Co-ordinator
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<b>APOLOGIES:</b>	L West	Medical Centre
	J Bauerle	Waratah Lodge

**CONFIRMATION OF PREVIOUS MEETING MINUTES****SC1 RJ WHITE/ HW SEVERN**

That the minutes of the Shire of Wagin Safety Committee meeting held on the 3<sup>rd</sup> November 2005 be confirmed as a true and correct record.

**CARRIED**  
Vote 6/0

The Committee looked at the results from the Emergency Management Review and Evaluation completed at November's meeting. The results showed an increase of 14.09% to 44.09% in the level of compliance. This was seen as a good result, however this still does not meet the Worksafe criteria for an acceptable safety management system, completion of identified corrective actions will achieve these requirements.

There were no incidents or safety breaches in the workplace to report since the previous safety meeting.

The Committee with the guidance of John completed the Planning Review and Evaluation work book.

**NEXT MEETING**

Tuesday 14<sup>th</sup> February 2006.

**CLOSURE**

There being no further business to discuss the Chairman thanked those in attendance and closed the meeting at 3.25pm.

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**9.4.2 MINUTES OF THE ANNUAL GENERAL MEETING OF ELECTORS HELD  
IN COUNCIL'S CHAMBERS ON TUESDAY 20<sup>TH</sup> DECEMBER 2005**

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**Council Resolution****173 Cr RP Johnson/Cr IC Cumming**

That the Minutes of the Annual General Meeting of Electors held on 20<sup>th</sup> December 2005 be received.

**CARRIED**

Vote 10/0

**OPENING:** 6.00pm

**ATTENDANCE:** Cr M J Brockway Shire President  
Cr R P Johnson  
Cr E N Pugh  
Cr D K Morgan  
Cr K M Draper  
Cr I C Cumming  
Cr A C Dohle  
Cr J L C Ballantyne

**STAFF:** Mr I B Fitzgerald Chief Executive Officer  
Mr B K Fisher Deputy Chief Executive Officer  
Mr D A Archer Principal Environmental Health  
Officer/Building Surveyor  
Mr A D Hicks Manager of Works

**APOLOGIES:**

Cr H D Rowell  
Cr P J Blight  
Cr A P Scanlon

**PUBLIC:** Mrs Cay Gell  
Mrs Lorraine Pederick  
Mr Frank Pederick

**CONFIRMATION OF PREVIOUS MINUTES**

DRAPER/MORGAN

That the minutes of the Annual General Meeting of Electors held on 15<sup>th</sup> February 2005 be confirmed as a true and correct record.

**CARRIED**

**Annual Report**

JOHNSON/DOHLE

That the Shire of Wagin's Annual Report for the 2004/2005 financial year be received.

**CARRIED**

**GENERAL BUSINESS**

Mrs Cay Gell asked if Council could address the large amount of wild oats growing next to the Galts depot as this route is a main thoroughfare through Wagin.

Mrs Gell queried if the Townscape and Tidy Towns committee would be meeting in the near future, and was the Council still providing an annual contribution towards townscape as it had done so in the past.

The CEO advised that a Townscape and Tidy Towns committee meeting would be held early in the new year and that Council was still making a budget allocation towards townscape.

Mrs Gell commented on the administration centre gardens and asked if there could be more colour provided and appropriate plants utilised.

Mrs Gell asked for an update on what Council was doing with regard to replacing Dr Lewis. The Shire President advised that Council had already contacted the Australian Medical Association to seek their assistance with recruiting a new doctor.

Mrs Lorraine Pederick asked Council what management structure exists at the Medical Centre, does the Shire control the daily running of the facility. The CEO advised that the Shire owns the practice and the daily management is left to Dr Lewis in consultation with the Shire CEO.

Mrs Pederick advised that she had received a complaint about the trees in front of the town hall blocking the ability to take photographs of the historical building.

**CLOSURE**

There being no further business the Chairperson thanked those in attendance and closed the meeting at 6.15pm and invited those in attendance to enjoy a light supper.



**9.4.3 MINUTES OF A WORKS AND SERVICE COMMITTEE MEETING HELD IN COUNCIL'S COMMITTEE ROOM ON FRIDAY 3<sup>RD</sup> FEBRUARY 2006.****Council Resolution****174 Cr DK Morgan/Cr EN Pugh**

That the Minutes of the Works and Services Committee Meeting held on Friday 3<sup>rd</sup> February 2006 be received.

**CARRIED**  
Vote 10/0

**OPENING:** Meeting opened at 2.07 pm.

**ATTENDANCE:** Cr I C Cumming Chairperson  
Cr R P Johnson  
Cr D K Morgan  
Cr K M Draper  
Cr E N Pugh

**STAFF:** Mr B K Fisher Acting Chief Executive Officer  
Mr A D Hicks Manager of Works

**APOLOGIES:** Cr A C Dohle  
Cr J L C Ballantyne

**PUBLIC QUESTION TIME**

Nil

**DECLARATION OF INTEREST**

Nil

**CONFIRMATION OF PREVIOUS MEETING MINUTES****WRK 17 Cr RP Johnson/Cr KM Draper**

That the Minutes of the Works and Services Committee Meeting held on 11<sup>th</sup> November 2005 be confirmed as a true and accurate record of proceedings.

**CARRIED**  
Vote 5/0

**CORRESPONDENCE AND REPORTS**

**6.1**  
**Proponent:** Proposed Westrac Display  
**Location:** Westrac  
**Reporting Officer:** Reserve 30444  
Acting Chief Executive Officer

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**Summary**

Westrac have contacted the Shire seeking approval to conduct a display of their equipment on Reserve 30444.

**Background**

Westrac is proposing to have a display of equipment at the 2006 Woolorama on Reserve 30444 behind the Wagin Golf Club to allow demonstration and test driving of their equipment.

**Comment**

I consider this proposal has two main issues in adequate liability insurance provided by the proponent to protect Council, and the requirement to return the gravel pit areas back to their same condition pre display.

**Statutory Environment:** Nil

**Policy Implications:** Nil

**Budget Implications:** Nil

**Officer's Recommendation**

That Council approve the request from Westrac to utilise Reserve 30444 for the purpose of a display and demonstration area subject to:-

1. Reserve 30444 being returned to the same condition prior to its use by Westrac.
2. Adequate liability insurance cover being provided to Council.

**WRK 18 Cr EN Pugh/Cr DK Morgan**

That the Officer's Recommendation be adopted.

**CARRIED**  
Vote 5/0

**Council Resolution****175 Cr RP Johnson/Cr AP Scanlon**

That the Committees Recommendation be adopted.

**CARRIED**  
Vote 10/0

*2.30pm The meeting was deferred to allow the committee to undertake inspections of Ballagin Road, Sportsground, Weir, Ware Street and Costelloe Street.*

*4.10pm The meeting resumed with all in attendance.*



<b>6.2</b>	<b>Sportsground Drainage Options</b>
<b>Proponent:</b>	<b>Staff</b>
<b>Location:</b>	<b>Sportsground</b>
<b>Reporting Officer:</b>	<b>Acting Chief Executive Officer</b>

### Summary

Council has made provision in the 2005/06 Works Program to improve the drainage at the Sportsground following on from the construction of the Recreation Centre additions.

### Background

The Works Manager has prepared three options for Council to consider to improve the drainage at the Sportsground and divert water away from the Recreation Centre buildings.

- Option 1 - Underground pipes, 338m in length \$22,000
- Option 2 - Cement path along the Recreation Centre and Function Centre, 152m in length \$13,972
- Option 3 - Brick paving same area as Option 2, 152m in length \$14,090

### Comment

Option 3 to brick pave with a slightly cross fall will divert water along the roadways within the sportsground to the sumps adjacent to the Wagin Historical Village where it will flow into the weir.

Brick paving already exists between the Recreation Centre and the Function Centre and this option would be considered more suitable.

**Statutory Environment:** Nil

**Policy Implications:** Nil

**Budget Implications:** A budget provision of \$89,000 has been made for drainage and asphalt works at the Sportsground. The Works Manager has advised that with the proposed hotmixing to be completed in February 2006 the proposed drainage option will be within budget.

### Officer's Recommendation

That the Works Committee approve Option 3 to improve the drainage requirements at the Sportsground and require this work to be completed prior to Woolorama.

#### **WRK 19 Cr EN Pugh/Cr KM Draper**

That the Committee recommend to Council to approve Option 3 with the addition of a slurry seal and kerbing.

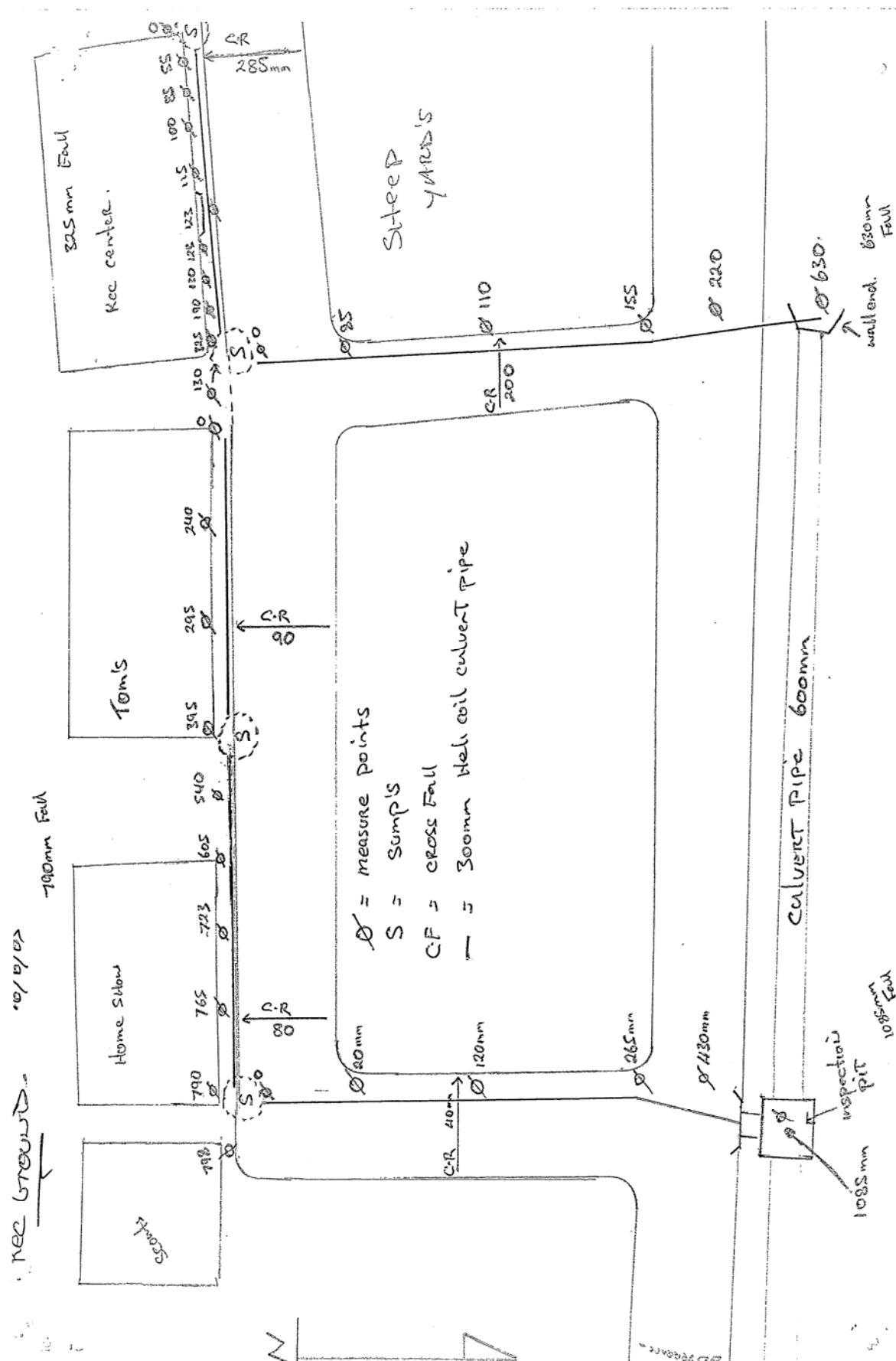
**CARRIED**  
Vote 5/0

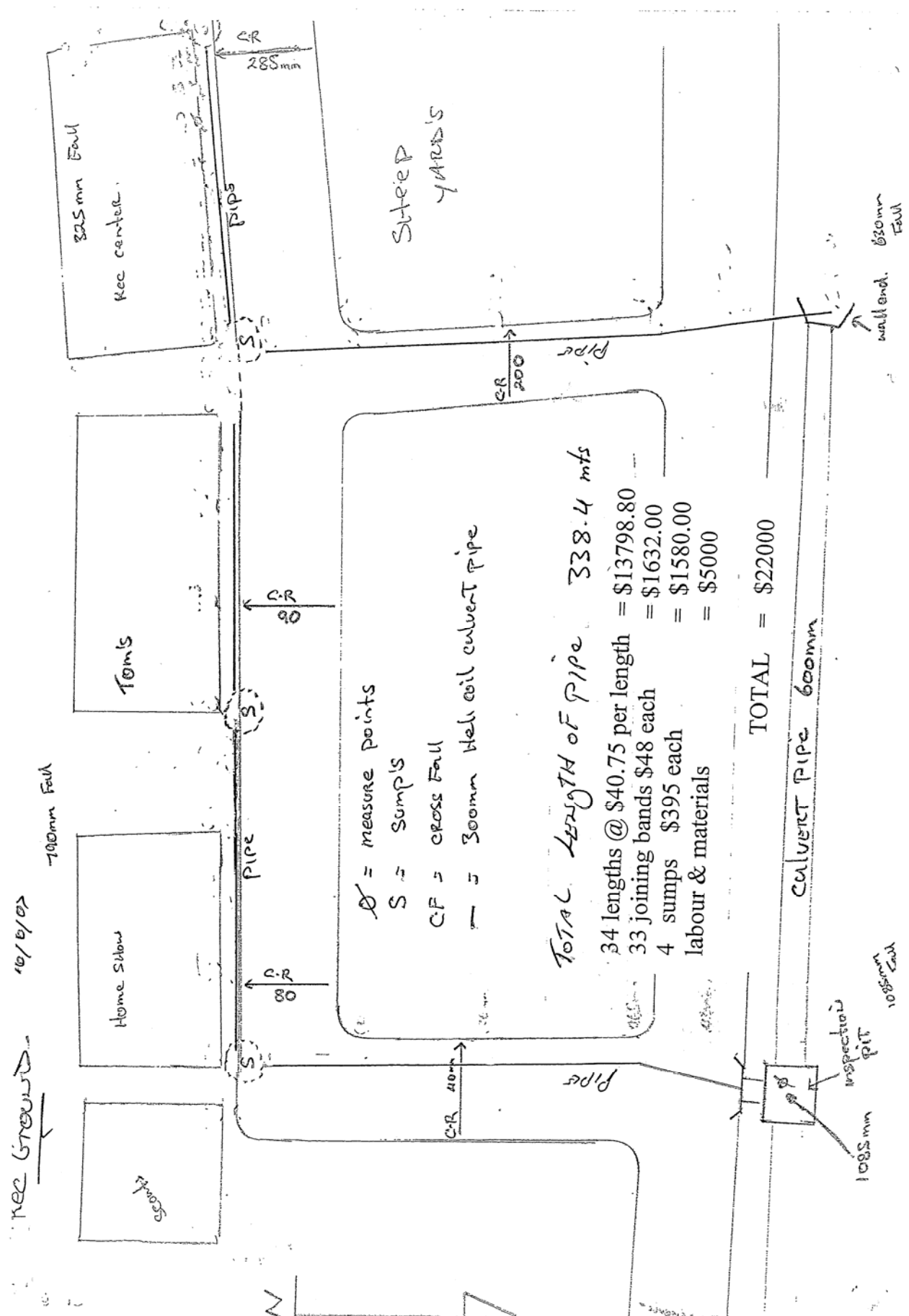
### Council Resolution

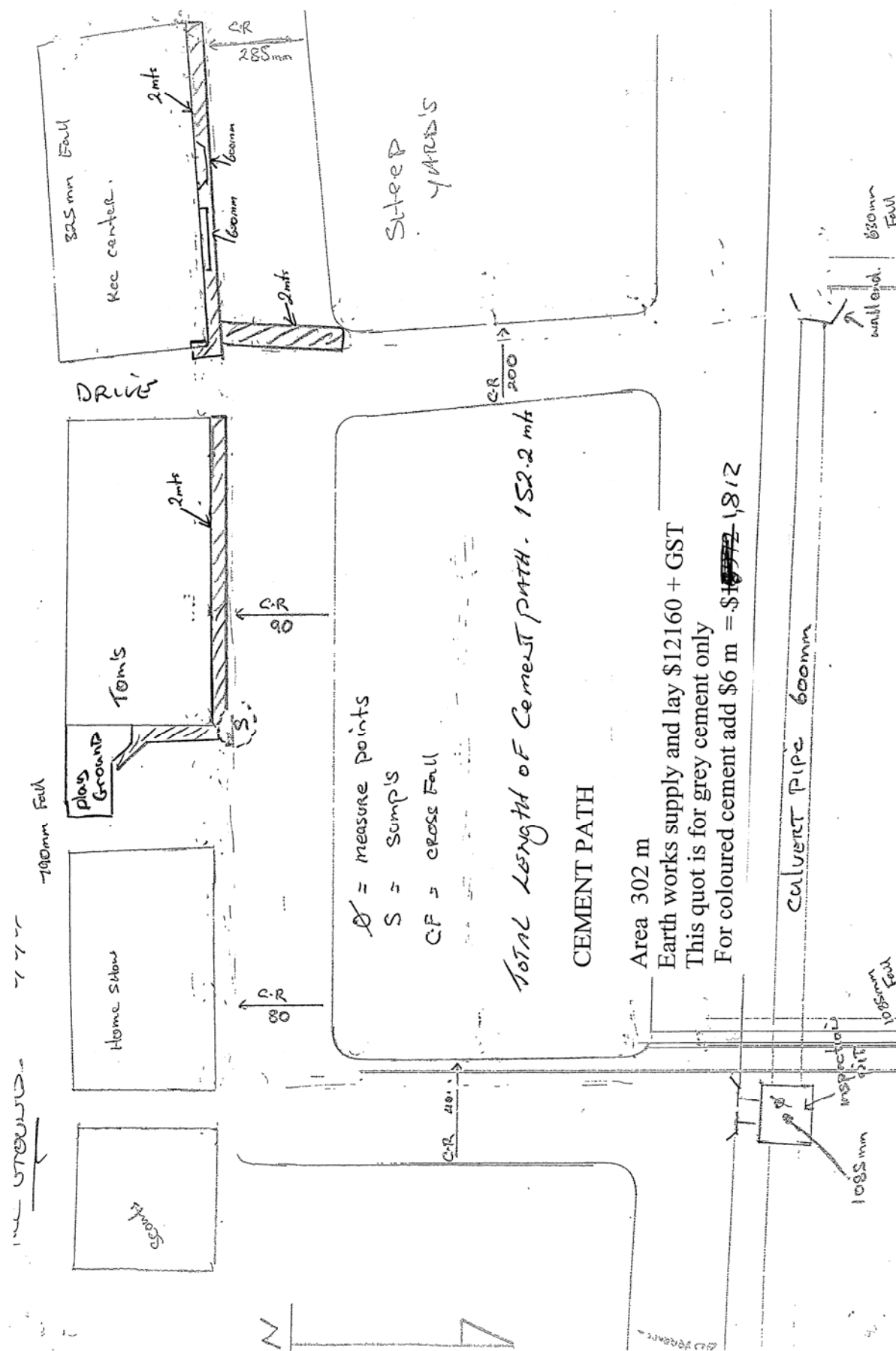
#### **176 Cr IC Cumming/Cr KM Draper**

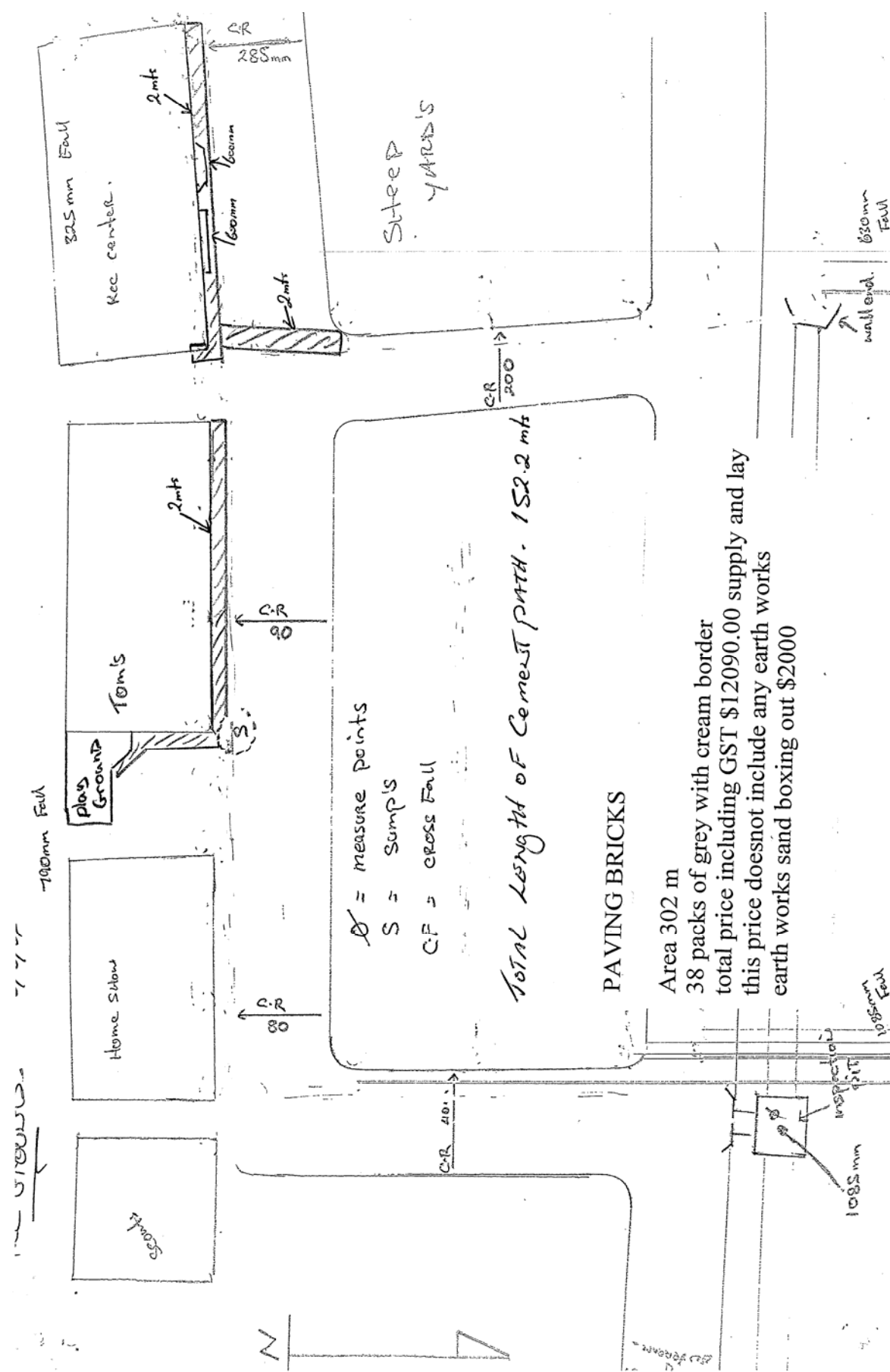
That the Committees Recommendation be adopted.

**CARRIED**  
Vote 10/0











<b>6.3</b>	<b>Weir Pumping</b>
<b>Proponent:</b>	<b>Staff</b>
<b>Location:</b>	<b>Weir</b>
<b>Reporting Officer:</b>	<b>Acting Chief Executive Officer</b>

### Summary

The Works Manager is proposing that Council replace the existing pump at the weir.

### Background

In conjunction with the proposed drainage improvements at the sportsground the Works Manager would like Council to consider installing a 18.5hp pump at the weir with an automatic float switch. This would replace the existing 3hp submersed pump.

### Comment

A large capacity pump will ensure that additional water harvesting is achieved, and maintenance access to the pump will be easier if it is not submersed.

Two quote have been received from Wesfarmers to supply:-

- 1 x MGB13A-F Motor Pump 65 x 40 – 250 18.5kw \$3,250.00
- 1 x MGC16A-F Motor Pump 80 x 50 – 250 37kw \$4,270.00

**Statutory Environment:** Nil

**Policy Implications:** Nil

**Budget Implications:** This purchase can be funded from the Sportsground drainage budget.

### Officer's Recommendation

That Council agree to replace the existing pump at the weir with a 37hp at a estimated cost of \$4,270.

**WRK 20 Cr RP Johnson/Cr EN Pugh**

That the Officer's Recommendation be adopted.

**CARRIED**  
Vote 5/0

### Council Resolution

**177 Cr EN Pugh/Cr RP Johnson**

That the Committees Recommendation be adopted.

**CARRIED**  
Vote 10/0

## Summary

## Background

To be provide by the Works Manager.

### Comment

At the time that the 2005/06 Works Program was prepared it would appear that proposed works that our Works Manager was suggesting were either amended or deleted by the past Chief Executive Officer.

I have listed this item for consideration to allow the Works Manager the opportunity to discuss this with the Works Committee.

**Statutory Environment:** Nil

**Policy Implications:** Nil

**Budget Implications:** Nil

### Officer's Recommendation

This item is for consideration by the Works Committee

**WRK 21      Cr KM Draper/Cr DK Morgan**

That Council agree to completing 3km of corrector sealing on Ballagin Road in lieu of the 400mm overlay.

**CARRIED**  
Vote 5/0

## Council Resolution

**178 Cr AC Dohle/Cr EN Pugh**

That the Committees Recommendation be adopted.

**CARRIED**  
Vote 10/0

**6.5**  
**Proponent:** Jaloran Road  
**Location:** Staff  
**Reporting Officer:** Jaloran Road  
Deputy Chief Executive Officer

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### Summary

The Works Manager has requested that Council consider completing the gravel shoulders on Jaloran road prior to any seal widening being performed.

### Background

To be provided by the Works Manager.

### Comment

At the time that the 2005/06 Works Program was prepared it would appear that proposed works that our Works Manager was suggesting were either amended or deleted by the past Chief Executive Officer.

I have listed this item for consideration to allow the Works Manager the opportunity to discuss this with the Works Committee.

**Statutory Environment:** Nil

**Policy Implications:** Nil

**Budget Implications:** Nil

### Officer's Recommendation

This item is for consideration by the Works Committee.

#### **WRK 22 Cr RP Johnson/Cr DK Morgan**

That Council agree to continue with the gravel shoulders on Jaloran Road in lieu of the proposed seal widening.

**CARRIED**  
Vote 5/0

### Council Resolution

#### **179 Cr AP Scanlon/Cr EN Pugh**

That the Committees Recommendation be adopted.

**CARRIED**  
Vote 10/0

**URGENT BUSINESS**Foleys Driveway

The Works Committee inspected Location 51 on Ballagin Road being a proposed new driveway.

**WRK 23      Cr DK Morgan/Cr RP Johnson**

That Council agree to installing a culvert pipe and gravel crossover to Location 51 Ballagin Road and improve the drainage along this section.

**CARRIED**  
Vote 5/0

**Council Resolution****180      Cr EN Pugh/Cr AC Dohle**

That the Committees Recommendation be adopted.

**CARRIED**  
Vote 10/0

Street Trees

The Works Committee inspected a street tree at 7 Ware Street at the request of the landowner who would like the tree removed.

**Cr RP Johnson/Cr KM Draper**

That Council agree to remove the box tree at 7 Ware Street and replace it with a suitable species as determined by the Townscape Committee.

**MOTION LOSS**  
Vote 2/3

**WRK 24      Cr EN Pugh/Cr DK Morgan**

That Council request the Townscape Committee to consider this item and provide a recommendation to Council.

**CARRIED**  
Vote 5/0

**Council Resolution****181      Cr DK Morgan/Cr IC Cumming**

That the Committees Recommendation be adopted.

**CARRIED**  
Vote 10/0

**CLOSURE**

There being no further business to discuss the Chairperson thanked those in attendance and declared the meeting closed at 4.43pm.

**9.4.4 Minutes of the Shire of Wagin Safety Meeting held on 3<sup>rd</sup> February 2006 at the Wagin Shire Depot**

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**Council Resolution****182 Cr PJ Blight/Cr KM Draper**

That the Minutes of the Shire of Wagin Safety Committee Meeting held on 3<sup>rd</sup> February 2006 be received.

**CARRIED**  
Vote 10/0

**OPENING:** 6.55am

**PRESENT:** B Fisher  
A Hicks  
B Roderick  
R White  
M Foale  
S Hiskins  
W Stephens  
L Fuss  
R Kelly  
D Storey  
D Pantall  
C Warren  
C Bunter  
R Hollands  
D Ritchie

**VISITORS:** Nil

**APOLOGIES:** Nil

**CONFIRMATION OF PREVIOUS MEETING MINUTES****L FUSS / C BUNTER**

That the minutes of the Shire of Wagin Works Safety meeting held on the 16<sup>th</sup> March 2005 be confirmed as a true and correct record.

**CARRIED**

**BUSINESS ARISING**

Chainsaws are still not getting cleaned and stored away in their appropriate positions. All staff to ensure chainsaws are cleaned and stored properly, also if a chainsaw requires repairing it must be tagged.

Works Manager to organise purchase of a 23 litre water tank for truck W1002 (P14)

Truck W1002 (P14) requires air conditioner to be re gassed.

Vibromax Roller W841 (P19) requires air conditioner to be repaired.

Works Manager to organise purchase of two tow chains so lifting chains are only used for lifting.

**GENERAL BUSINESS**

A number of plant items are not equipped with first aid kits. Works manager to organise purchase of eight first aid kits and a large service kit for the bush crew.

All staff are due to complete a first aid refresher course. Senior Finance Officer to organise at a suitable time.

Staff also expressed an interest in completing a fire control training course. Senior Finance Officer to organise through FESA.

Hepatitis B shots will be made available to all works staff.

Staff advised that the post hole digger attachment was faulty and dangerous. Works Manager to take out of service immediately and organise purchase of a new post hole digger to be attached to the back of a utility.

It was resolved to have bi monthly meetings at 7.00 am after a staff breakfast.

**NEXT MEETING**

Friday 7<sup>th</sup> April 2006

**CLOSURE**

There being no further business to discuss the Chairman thanked those in attendance and closed the meeting at 7.12am

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**9.4.5 MINUTES OF A WAGIN/WOODANILLING LANDCARE ZONE PROJECT  
MANAGEMENT COMMITTEE MEETING HELD IN WAGIN COUNCIL  
COMMITTEE ROOM ON 7<sup>TH</sup> FEBRUARY 2006**

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**Council Resolution****183 Cr PJ Blight/Cr AC Dohle**

That the Minutes of the Wagin /Woodanilling Landcare Zone Project Management Committee Meeting held on 7<sup>th</sup> February 2006 be received.

**CARRIED**  
Vote 10/0

**OPENING:** Meeting open at 4.32pm

**ATTENDANCE:** Cr M J Brockway Chairperson  
Mr T Young  
Ms S Thomson  
Mrs J Angwin  
Ms B K Knight  
Mrs J Moffatt  
Mr B K Fisher

**APOLOGIES:** Nil

**CONFIRMATION OF MINUTES****Committee Resolution****Mrs J Angwin/Mr T Young**

That the Minutes of the Wagin / Woodanilling Landcare Zone Project Management Committee held on 21<sup>st</sup> November 2005 be confirmed as a true and accurate record of proceedings.

**CARRIED**  
Vote 5/0

**CORRESPONDENCE AND REPORTS**Greg Dunn – 3 Month Review

The Committee had a general discussion on the performance of Greg Dunn over the past three months and agreed that the objectives and requirements of the position were not being satisfactory completed.

The Committee agreed to request the resignation of Greg Dunn with a payment of 4 weeks salary in lieu of notice and to consider alternative support options for Sally Thomson.

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5.30pm        *Sally Thomson left the meeting and Greg Dunn entered the meeting.*

Chairperson Cr Brockway advised Greg Dunn that the Committee felt that he was not satisfactorily fulfilling the requirements of his position and suggested that it may be appropriate if he offered his resignation.

Greg Dunn confirmed that he felt that he was not coping with the requirements of the position and agreed to resign effective immediately.

The Committee thanked Greg Dunn for his efforts and wished him all the best for the future.

5.39pm        *Greg Dunn left the meeting and Sally Thomson returned to the meeting.*

Joy Angwin thanked Sally Thomson for her efforts over the past three months in working with Greg Dunn and for taking a lead role on various landcare projects.

The Committee agreed that a support role is still required for landcare and requested that Sally Thomson, Belinda Knight and Braden Fisher liaise and prepare an advertisement for consideration at the next meeting.

#### Next Meeting

It was agreed the next meeting would be held on Monday 13<sup>th</sup> February 2006 at 4.30pm.

#### **CLOSURE**

Cr Brockway thanked all for attending and closed the meeting at 5.57pm.



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**9.4.6 THE MINUTES OF A WAGIN/WOODANILLING LANDCARE ZONE  
PROJECT MANAGEMENT COMMITTEE MEETING HELD IN WAGIN  
COUNCIL COMMITTEE ROOM ON 13<sup>TH</sup> FEBRUARY 2006**

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**Council Resolution****184 Cr DK Morgan/Cr RP Johnson**

That the Minutes of the Wagin /Woodanilling Landcare Zone Project Management Committee Meeting held on 13<sup>th</sup> February 2006 be received.

**CARRIED**  
Vote 10/0

**OPENING:** Meeting open at 4.38pm

**ATTENDANCE:** Cr M J Brockway Chairperson  
Mr T Young  
Ms S Thomson  
Mrs J Angwin  
Ms B K Knight  
Mr B K Fisher

**APOLOGIES:** Nil

**VISITORS:** Ella Maesepp

**CONFIRMATION OF MINUTES****Committee Resolution****Mrs J Angwin/Mr T Young**

That the Minutes of the Wagin / Woodanilling Landcare Zone Project Management Committee held on 7<sup>th</sup> February 2006 be confirmed as a true and accurate record of proceedings.

**CARRIED**  
Vote 4/0

**CORRESPONDENCE AND REPORTS**Employment of a Landcare or Administrative Position

With the resignation of Greg Dunn the Committee agreed that a replacement officer was required as soon as possible to ensure the various landcare projects continued to progress.

The Committee agreed to immediately employ Ms Ella Maesepp on a short term basis of 3 - 4 months whilst the recruitment of a permanent replacement was undertaken. It was agreed to remunerate Ella Maesepp \$45,000 pa inclusive of the 20% loading and based on a 40 hour week.

The Committee also agreed that an advertisement be lodged to recruit a replacement officer with a cash salary range of \$40,000 – \$48,000 to be offered. Belinda Knight, Sally Thomson and Braden Fisher to prepare the advertisement and Position Description for distribution.

## **CLOSURE**

Cr Brockway thanked all for attending and closed the meeting at 5.25pm.

### **9.4.7 HOME AND COMMUNITY CARE PROGRAM – REPORT TO COUNCIL FEBRUARY 2006**

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#### **Council Resolution**

##### **185 Cr EN Pugh/Cr PJ Blight**

That the Home and Community Care February 2006 Report be received.

**CARRIED**

Vote 10/0

#### **Staff**

Jim Wallis is presently recovering from surgery to his shoulder, in his absence Mr Ken Pollard has been employed to provide home maintenance services.

Mrs Karynne Robinson, Mrs Fran Kirk, Mrs Isabel Daniels have been employed as relief home carer staff.

Mrs Joan Pollard will be commencing permanent part time position on Tuesday 21<sup>st</sup> February 2006.

Mrs Wendy Dawson from Darkan has resigned with Mrs Shirley Marsh taking her position.

#### **Clients and Services**

We currently have 113 clients receiving a service.

Centre Based Day Care has now been included in out service specification schedule. This service enables clients to attend and participate in group activities conducted in a centre – based setting, including group excursions conducted but held away from a centre.

There have been some variations made to our current service specification schedule.

Domestic Assistance	3376 hours
Social Support	500 hours
Centre Based Day Care	2100 hours

Personal Care	41 hours
Transport	806 (1 way trips)
Respite	70 hours
Home Maintenance	1458 hours
Assessment	25 hours
Case Planning/Co-ordination	295 hours

Community Consultations will be held in Narrogin on 23<sup>rd</sup> and 24<sup>th</sup> March 2006.

The first consultation day will be identifying priorities for 2006/2007 growth funding. Wagin will be putting forward Home Nursing as a priority this will also be to cover the Shire of West Arthur. A training session on growth funding application is planned for 15<sup>th</sup> May 2006. The afternoon session will be dedicated to Minimum Data Set Version 2 training.

The second day will be Finance and Contracts and is directed at Finance Managers and Chief Executive Officers. The shire will be issued an invitation for their staff.

### **Training**

Staff members attended a two day Mental Health First Aid Training.

Co-ordinators will attend a two day workshop in March. Topics to be covered will be

- Medication Training – Day 1
- Management Training/Case Notes/Client Feedback and Report Writing – Day 2

The training will be held at Evedon Park Bush Retreat at Burekup.

## **Number of Clients that Receive a Service 113**

HACC Service Specification Schedule July – December			
	Number of Clients	Contracted Volume Hrs/one way trips	Delivered Volume
<i>Domestic Assistance</i>	63	1688	1409.25
<i>Social Support</i>	70	250	1120.10
<i>Personal Care</i>	2	20.50	4.75
<i>Transport (one way trip)</i>	62	403	528
<i>Respite</i>	1	12.50	12.75
<i>Home Maintenance</i>	88	729	734.20
<i>Assessment</i>	26	12.50	12.75
<i>Case Planning/Review &amp; Co-ordination</i>	53	147.50	149.75

### **Officers Recommendation**

That Council received the Home and Community Report.

**10. Announcement by the President and Councillors**

Cr Brockway advised that she had attended;

- 26/01/06 Australia Day Breakfast
- 8/02/06 Woolorama Press Conference with the Acting Chief Executive Officer
- 13/02/06 Meeting with Shire of Dumbleyung regarding Doctor issues.
- 15/02/06 LEMAC, Safe WA and Roadwise Meeting

Cr Johnson advised that a very successful Youth Quake event had been hosted at the Wagin Memorial Swimming Pool with 115 children attending.

Cr Draper advised he attended a Waratah Lodge meeting on 16<sup>th</sup> February 2006 and they have recruited two new committee members.

**11. Elected Members/Motions of which previous notice has been given.**

Nil

**12. Urgent Business Introduced by decisions of the meeting****a) Elected Members**

Nil

**b) Officers**

The Acting Chief Executive Officer advised that urgent business items do not give all Councillors enough time or information to make informed decisions. Councillors should talk to staff or send the information to staff so an item may be prepared as part of the agenda.

**14. Closure**

There being no further business the President thanked those in attendance and closed the meeting at 9.59pm.

**These Minutes were confirmed at a meeting held on**

\_\_\_\_\_

**Signed** \_\_\_\_\_

**Presiding Member at the meeting at which the Minutes were confirmed.**

**Dated** \_\_\_\_\_