



# SHIRE OF WAGIN

## ORDINARY MEETING OF COUNCIL

### Minutes

26 February 2019

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**DISCLAIMER**

No responsibility whatsoever is implied or accepted by the Shire of Wagin for any act, omission or statement or intimation occurring during Council or Committee meetings. The Shire of Wagin disclaims any liability for any loss whatsoever and howsoever caused arising out of reliance by any person or legal entity on any such act, omission or statement or intimation occurring during Council or Committee meetings. Any person or legal entity who acts or fails to act in reliance upon any statement, act or omission made in a Council or Committee meeting does so at that person's or legal entity's own risk.

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

**Gifts & Travel Register**

Just a reminder about your obligations as Councillors regarding the Gifts & Travel Register. The City of Perth Bill 2015 has amended the Local Government Act 1995 (the Act) to provide that a relevant person who accepts a gift which is worth greater than \$200 must disclose acceptance of the gift within ten days of receipt to the Chief Executive Officer, rather than in an annual return. All contributions to travel over \$200 must also be disclosed. Note: - These amounts are accumulative so any gift with an accumulative value over a 12 month period must also be declared

## 1. DECLARATION OF OPENING

The Shire President Cr Blight declared the meeting open at 7.05 pm

## 2. ATTENDANCE, APOLOGIES AND LEAVE OF ABSENCE (PREVIOUSLY APPROVED)

|                   |                     |                                       |
|-------------------|---------------------|---------------------------------------|
| <b>Present:</b>   | Cr Phillip Blight   | Shire President                       |
|                   | Cr G R Ball         | Deputy Shire President                |
|                   | Cr B L Kilpatrick   | Member                                |
|                   | Cr S M Chilcott     | Member                                |
|                   | Cr G K B West       | Member                                |
|                   | Cr D G Reed         | Member                                |
|                   | Cr J P Reed         | Member                                |
| <b>Staff:</b>     | Mr P R Webster      | Chief Executive Officer               |
|                   | Mr B A Roderick     | Deputy Chief Executive Officer        |
|                   | Mrs T A Hall        | Manager of Finance (left at 8.00 pm)  |
| <b>Apologies:</b> | Cr D M Patterson    | Member (Leave of Absence)             |
|                   | Cr J L C Ballantyne | Member                                |
|                   | Cr L A Lucas        | Member                                |
|                   | Mr A Hicks          | Manager of Works                      |
| <b>Gallery:</b>   | Tracey Hodgkins     | Southern Dirt (left at 7.15pm)        |
|                   | Diana Blacklock     | Southern Dirt (left at 7.15 pm)       |
|                   | Urgan Brandner      | Proponent item 13.7 (left at 7.17 pm) |
|                   | Tracey Brandner     | Proponent item 13.7 (left at 7.17 pm) |
|                   | Rebecca Cook        | Community Member (left at 8.55 pm)    |

## 3. RESPONSES TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

Nil

## 4. PUBLIC QUESTION TIME

Nil

**5. APPLICATION FOR LEAVE OF ABSENCE****3947 COUNCIL DECISION**

Moved: Cr. J P Reed

Seconded: Cr. S M Chilcott

That Cr G K B West be granted a Leave of Absence for the 26<sup>th</sup> March 2019 Ordinary Meeting of Council.

Carried 7/0

**6. PUBLIC FORUM (PETITION/DEPUTATIONS/PRESENTATIONS)**

Tracey Hodgkins and Diana Blacklock, from the Southern Dirt organisation, addressed Council regarding holding Techspo in Wagin this year.

Southern Dirt is a not for profit / charitable group that looks after the interests of local farmers and growers in the Wagin and Darkan areas.

Southern Dirt TECHSPO aims to be Western Australia's premier technology and innovation event for the Agricultural community and associated industries. We are bringing technology developers, farmers, advisors, expert researchers and officials together for two days of advanced agriculture technology, information sharing and collaboration with an optional study tour for those who want to experience more. This event format is based is a mixture of conference and in-field demonstrations.

This event will further put Wagin on the map with day 1 to be held at the Wagin Showgrounds. It is estimated there will be 650 plus delegates attend from all over the state and the country. The event will be a significant economic benefit to Wagin.

As the event will cost \$400,000 to stage, we are asking the Shire to sponsor the event to include venue hire, in-kind labour and if possible a cash contribution.

**7. DISCLOSURE OF FINANCIAL AND OTHER INTERESTS**

Cr Blight declared an impartiality interest in item 13.4 - Application to change the method of valuation – various lots, Piesseville

Cr West declared a Financial interest in item 13.7 – Proposed amendment No. 6 to Shire of Wagin Local Planning Scheme No.2

**8. CONFIRMATION OF PREVIOUS MEETING MINUTES**

**3948 COUNCIL DECISION**

Moved: Cr. S M Chilcott

Seconded: Cr. G R Ball

That the Minutes of the Ordinary Council Meeting of 18<sup>th</sup> December 2018 be confirmed as true and accurate.

Carried 7/0



**9 STATUS REPORT – DECEMBER 2018 / JANUARY 2019**

| Date                         | Resolution # | Officer | Description                            | Action  | Status  | Questions & Comments  |
|------------------------------|--------------|---------|--|---|---|---|
|                              |              |         | <b>FINANCE &amp; ADMINISTRATION</b>    |   |   |   |
| 28 April 2015                | 2702         | CEO     | Puntapin Rock Dam                      |   | That Council advise Water Corp that it is prepared to accept the responsibility and vesting of the Puntapin Dam and associated reserves and infrastructure. |   |
| 21 Feb 2017                  | 3215         | CEO/ MF | Road Damage – WANDRRA Claim            | That Council resolve if an acceptable exemption is not forthcoming then Council engage CORE Business Australia from Busselton to undertake the project supervision for the restoration of damaged roads throughout the Shire of Wagin |   | Work in progress – should be completed early March 2019         |
| 23 May 2017<br>17 April 2018 | 3279<br>3716 | CEO     | Acquisition of vacant commercial lots  | That Council authorise the CEO to negotiate a purchase price with the property owners of lots 31, 64 and 150 Tudhoe Street, Wagin.<br><br>That Council negotiate the purchase of lot 31 Tudhoe Street                                 |   | Lots 150 & 64 have been purchased, Lot 31 to still be acquired. |
| 17 July 2018                 | 3775         | CEO     | Recoating of Shire Administration Roof | That Council seek quotes to spray seal the Shire Administration Roof.   |   | Quote being sort  |

|                  |      |     |  |   |  |  |
|------------------|------|-----|--|---|--|--|
| 17 July 2018     | 3776 | CEO | Library / Gallery Relocation   | That Council consider inclusion of funding for a consultant to redesign the Town Hall as a Library / Gallery.   |  | Consultant considered in the 18/19 Budget  |
| 20 November 2018 | 3912 | MF  | 2017 / 2018 Financial Audit  | That Council request staff to carry out the Infrastructure drainage valuation in 2018 / 2019  |  | To be completed by June 2019               |
| 18 December 2018 | 3943 | CEO | Emergency Management – MOU   | That Council support the development and signing of an Emergency Management MOU between members of the CCZ and any adjoining shires outside this zone.                |  | Agenda Item for next Zone meeting          |
| 18 December 2018 | 3944 | CEO | Heritage Submission for Aboriginal Heritage – Arthur River                   | That Council seek an exemption from the Aboriginal Heritage Act 1972 for any present and future works undertaken on infrastructure assets that cross the Arthur River |  | Letter sent                                |
| 18 December 2018 | 3945 | CEO | Heritage Submission for Aboriginal Heritage – Arthur River – letter to WALGA | That Council write a letter to WALGA expressing disappointment over the time given for a submission to be sent  |  | Letter sent – no response as at 24/01/2019 |



|                                |                  |     | <b>HEALTH, BUILDING &amp; PLANNING</b>                                       |   |                                    |   |
|--------------------------------|------------------|-----|--|---|------------------------------------|---|
| 24 May 2011                    | 1619             | CEO | Proposed Residential Subdivision – Lot 896 Arnott Street                     | Staff not to progress development until further consideration of future needs be determined.  |                                    | No action at this stage.  |
| 26 Mar 2013                    | 2129             | CEO | Future Accommodation Requirements – Library/Gallery/Tourist information HACC | CEO to seek concept plans for alternative future venues.  | Collate Library survey - Completed | Refer #3776 Fin & Admin   |
| 25 Nov 2014                    | 2596 & 2597      | CEO | MOU Unigrain – Supply of Bore Water  | The Shire have the right to take 20% of desalinated water and may request a monthly allocation of .5ml if this exceeds the 20%. The Shire will pay on a cost plus basis also a copy of the MOU to go to Morton Seed and Grain (Unigrain) for comment. |                                    | CEO to contact Unigrain re this matter                                  |
| 26 Apr 2016<br><br>22 Nov 2016 | 2980<br><br>3154 | CEO | Cemetery – Entrance Shelter  | Asset Management Committee Meeting 3 March 2016<br>That the drawing design by Darren Smith be approved for the shelter at the Wagin Cemetery.<br><br>That Council accept the design by Slavin Architects  |                                    | Plans prepared<br>Quotes obtained<br><br>Work to start mid October 2018 |
| 21 August 2018                 | 3831             | URP | Proposed Amendment No 6 – Shire of Wagin Local Planning Scheme No 2          | That Council approve the amendment of No 6 Shire of Wagin Town Planning Scheme No 2   |                                    | Town Planner actioned   |

|                  |      |      |   |  |  |  |
|------------------|------|------|---|--|--|--|
| 23 October 2018  | 3859 | CEO  | Gifting of Lot 436 Tudhoe Street, Wagin Mr C Ball to the Shire of Wagin | That Council accept kind offer of gifting of this block and adhere to the conditions as outlined in his email  |  | Proceeding   |
| 20 November 2018 | 3928 | DCEO | Wagin Sportsground and Recreation precinct development plan             | That Council appoint CCS Strategic and ADC Projects to undertake the Wagin Sportsground and Recreation precinct planning project on the following basis: undertake stage 1 – needs assessment in 2018/2019 for \$24,200 plus on costs and subject to Council approval undertake stage 2 – feasibility study in accordance with quoted figure in 2019/20220 |  | Consultant appointed.<br><br>Community, Staff & Council undertaken |

|                  |                   |         | <b>WORKS &amp; SERVICES</b>   |   |  |  |
|------------------|-------------------|---------|---|---|--|--|
| 27 Oct 2015      | 2845              | CEO     | Heating of Toddler Pool   | The CEO to investigate the costs involved with the heating of the toddler pool.   |  | Budget Item 17/18 Pool revitalisation grant quotes being obtained<br><b>Update: this has been deferred</b> |
| 20 Dec 2016      | 3196              | CEO     | Request for naming unnamed road – Stott Road                                      | That Council resolve to name the Road between Dongolocking and Gundaring North Roads – Stott Road.  |  | Referred to the Geographic Names Committee   |
| 27 February 2018 | 3456              | MOW     | Audit of Piesseville – Tarwonga Road from Thompson Road through to Dohle’s S Bend | That Council audit the potential hazard on these S – bends to determine whether the Camber on the bends is correct  |  | As time permits  |
| 17 July 2018     | 3779<br>&<br>3780 | MOW     | Sealing of Moore Street, Wagin  | That Council consult a supplier for a cost estimate to trail a section of Moore Street for dust suppression<br><br>That Council design and seek quotes for improvement of the spillway on Moore Street. |  | As time permits  |
| 20 November 2018 | 3917              | MOW     | Urban Street, Wagin – Foot bridge   | That Council engage a contractor to carry out an assessment on the Urban Street bridge  |  | Waiting for contractor to carry out inspection   |
| 18 December 2018 | 3938              | MOW     | Urban Street – footbridge   | That the Urban Street food bridge be removed due to its unsafe condition  |  | Shire to remove – as time permits  |
| 18 December 2018 | 3942              | CEO/MOW | Reseal of Aircraft Parking Area, Wagin Airstrip                                   | That Council undertake the Wagin Airfield 1 <sup>st</sup> reseal at a cost of \$26,000  |  | \$26,000 relocated from works on Warup Nth road – to commence in late January 2019                         |

## 10. REPORTS FROM COMMITTEES

Nil Reports

## 11. FINANCIAL REPORTS – DECEMBER 2018

|                         |  |
|-------------------------|--|
| PROPONENT:              | Manager of Finance                         |
| OWNER:                  | Shire of Wagin                             |
| LOCATION/ADDRESS:       | Shire of Wagin                             |
| AUTHOR OF REPORT:       | Manager of Finance                         |
| SENIOR OFFICER:         | Chief Executive Officer                    |
| DATE OF REPORT:         | 19 <sup>th</sup> February 2019             |
| PREVIOUS REPORT(S):     | 12 <sup>th</sup> December 2018             |
| DISCLOSURE OF INTEREST: | N/A  |
| FILE REFERENCE:         | N/A  |
| ATTACHMENTS:            | Monthly Financial Report and Payments List |

### BRIEF SUMMARY:

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

### BACKGROUND:

The financial statements for December 2018 and corresponding list of account payments are attached for Council to adopt.

### COMMENT:

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

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

### CONSULTATION/COMMUNICATION:

Nil

### STATUTORY/LEGAL IMPLICATIONS:

Local Government (Financial Management) Regulations 1996

### POLICY IMPLICATIONS:

Nil

### FINANCIAL IMPLICATIONS:

Nil

### STRATEGIC IMPLICATIONS:

Nil

**VOTING REQUIREMENTS:**

Simple Majority

**3949 OFFICERS RECOMMENDATION & COUNCIL DECISION**

Moved: Cr. G R Ball

Seconded: Cr. G K B West

That Council adopts the Financial Reports for the period ending 31 December 2018 as presented.

Carried 7/0

**3950 OFFICERS RECOMMENDATION & COUNCIL DECISION**

Moved: Cr. S M Chilcott

Seconded: Cr. B L Kilpatrick

That EFT Payments EFT7710 – EFT7749, EFT7762 – EFT7819 Cheque Payments 5124 – 5134 and Direct Debit Payments from the Municipal Account totalling \$412,702.06 and EFT Payments EFT7750 – EFT7761 from the Trust Account totalling \$11,000.00 for the month of December 2018 be endorsed and accepted for payment.

Carried 7/0



**SHIRE OF WAGIN**  
**MONTHLY FINANCIAL REPORT**  
**(Containing the Statement of Financial Activity)**  
**For the Period Ended 31 December 2018**

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

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**MONTHLY FINANCIAL REPORT  
FOR THE PERIOD ENDED 31 DECEMBER 2018**

**KEY INFORMATION**

**Items of Significance**

The material variance adopted by the Shire of Wagin for the 2018/19 year is \$20,000. A full listing and explanation of all items considered of material variance is disclosed in Note 2. The following selected items highlight significant income and expenditure for the 2018/19 financial year.

|   | <b>% Completed</b> | <b>Annual Budget</b> | <b>YTD Actual</b> |
|---|--------------------|----------------------|-------------------|
| <b>Capital Expenditure</b>                        |                    |                      |                   |
| Land  | 0%                 | 40,000               | 0                 |
| Buildings   | 46%                | 75,000               | 34,316            |
| Plant & Equipment                                 | 13%                | 619,000              | 82,025            |
| Furniture & Equipment                             | 21%                | 66,450               | 13,817            |
| Infrastructure - Roads                            | 56%                | 2,131,043            | 1,203,576         |
| Footpaths   | 0%                 | 60,000               | 0                 |
| Infrastructure - Other                            | 74%                | 270,000              | 199,867           |
| <b>Grants, Subsidies and Contributions</b>        |                    |                      |                   |
| Operating Grants, Subsidies and Contributions     | 77%                | 1,156,297            | 885,553           |
| Non-operating Grants, Subsidies and Contributions | 28%                | 1,572,821            | 438,996           |
| Rates Levied                                      | 100%               | 2,312,341            | 2,305,153         |

*% Compares current ytd actuals to annual budget*

| <b>Financial Position</b>          | <b>* Note</b> | <b>This Time Last</b>       | <b>Year to Date</b>           |
|------------------------------------|---------------|-----------------------------|-------------------------------|
|                                    |               | <b>Year<br/>31 Dec 2017</b> | <b>Actual<br/>31 Dec 2018</b> |
| Adjusted Net Current Assets        | 299%          | \$ 698,042                  | \$ 2,088,863                  |
| Cash and Equivalent - Unrestricted | 272%          | \$ 686,758                  | \$ 1,868,602                  |
| Cash and Equivalent - Restricted   | 79%           | \$ 1,232,702                | \$ 968,039                    |
| Receivables - Rates                | 100%          | \$ 356,956                  | \$ 357,490                    |
| Receivables - Other                | 902%          | \$ 39,342                   | \$ 354,954                    |
| Payables                           | 92%           | \$ 319,148                  | \$ 292,374                    |

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

**MONTHLY FINANCIAL REPORT  
FOR THE PERIOD ENDED 31 DECEMBER 2018**

**INFORMATION**

**PREPARATION TIMING AND REVIEW**

Date prepared: All known transactions up to 19 January 2019  
Prepared by: Manager of Finance  
Reviewed by: Deputy Chief Executive Officer

**BASIS OF PREPARATION**

**REPORT PURPOSE**

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

**BASIS OF ACCOUNTING**

This statement comprises a special purpose financial report which has been prepared in accordance with Australian Accounting Standards (as they apply to local governments and not-for-profit entities), Australian Accounting Interpretations, other authoritative pronouncements of the Australian Accounting Standards Board, the Local Government Act 1995 and accompanying regulations. Material accounting policies which have been adopted in the preparation of this statement are presented below and have been consistently applied unless stated otherwise. Except for cash flow and rate setting information, the report has also been prepared on the accrual basis and is based on historical costs, modified, where applicable, by the measurement at fair value of selected non-current assets, financial assets and liabilities.

**THE LOCAL GOVERNMENT REPORTING ENTITY**

All Funds through which the Council controls resources to carry on its functions have been included in this statement. In the process of reporting on the local government as a single unit, all transactions and balances between those funds (for example, loans and transfers between Funds) have been eliminated. All monies held in the Trust Fund are excluded from the statement, but a separate statement of those monies appears at Note 12.

**SIGNIFICANT ACCOUNTING POLICES**

**GOODS AND SERVICES TAX**

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

**CRITICAL ACCOUNTING ESTIMATES**

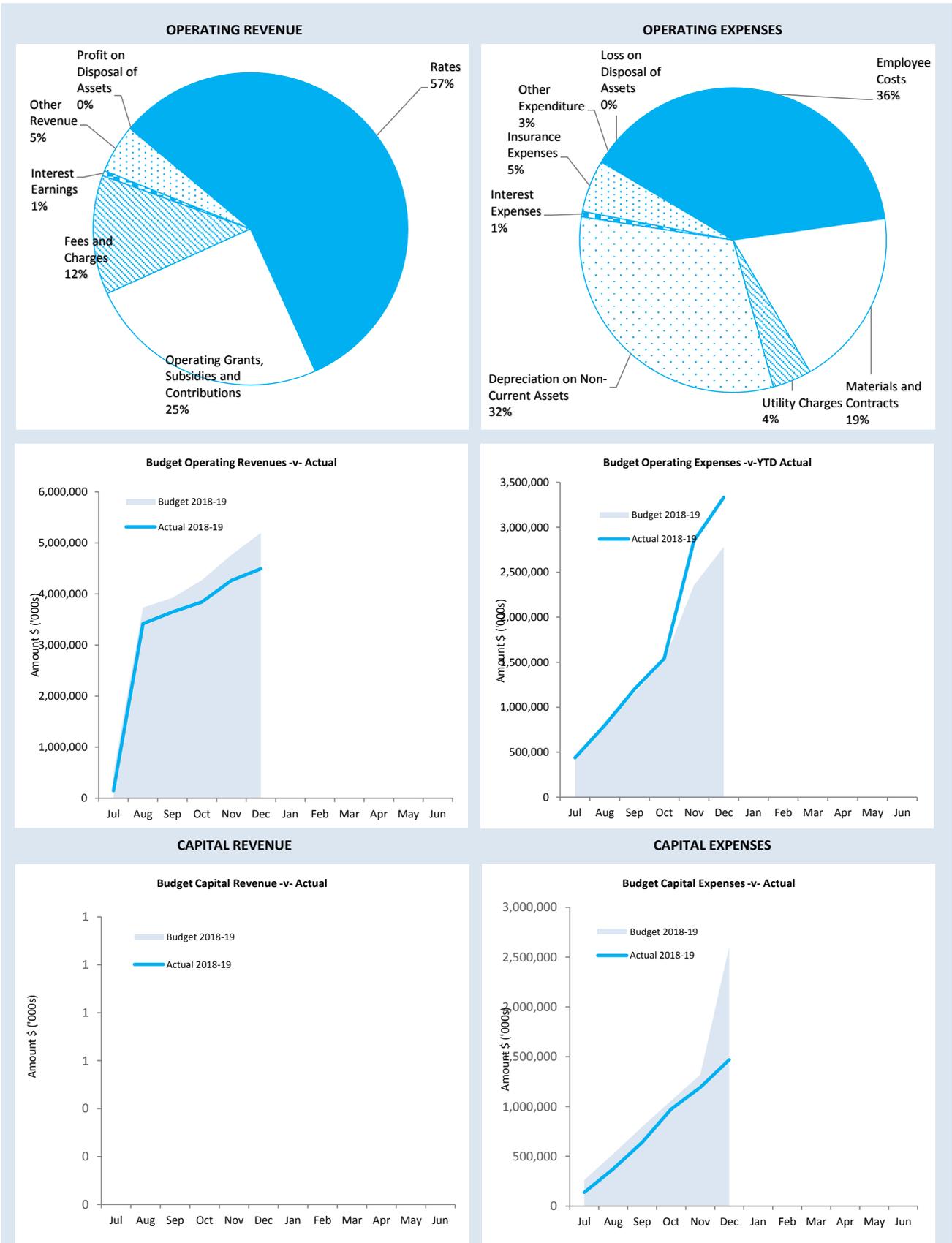
The preparation of a financial report in conformity with Australian Accounting Standards requires management to make judgements, estimates and assumptions that effect the application of policies and reported amounts of assets and liabilities, income and expenses. The estimates and associated assumptions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

**ROUNDING OFF FIGURES**

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

**MONTHLY FINANCIAL REPORT  
FOR THE PERIOD ENDED 31 DECEMBER 2018**

**SUMMARY GRAPHS**



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

**KEY TERMS AND DESCRIPTIONS  
FOR THE PERIOD ENDED 31 DECEMBER 2018**

**STATUTORY REPORTING PROGRAMS**

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

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

**STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 DECEMBER 2018**

**STATUTORY REPORTING PROGRAMS**

|  | Ref<br>Note | Annual<br>Budget   | YTD<br>Budget<br>(a) | YTD<br>Actual<br>(b) | Var. \$<br>(b)-(a) | Var.        |
|--|-------------|--------------------|----------------------|----------------------|--------------------|-------------|
|  |             | \$                 | \$                   | \$                   | \$                 |             |
| <b>Opening Funding Surplus(Deficit)</b>            | 1(b)        | 1,182,914          | 1,182,914            | <b>1,182,914</b>     |                    | (0)         |
| <b>Revenue from operating activities</b>           |             |                    |                      |                      |                    |             |
| Governance   |             | 40,547             | 18,049               | <b>15,415</b>        |                    | (2,634)     |
| General Purpose Funding - Rates                    | 5           | 2,300,190          | 2,308,089            | <b>2,305,152</b>     |                    | (2,937)     |
| General Purpose Funding - Other                    |             | 870,274            | 491,878              | <b>568,704</b>       |                    | 76,827 ▲    |
| Law, Order and Public Safety                       |             | 136,134            | 60,134               | <b>175,499</b>       |                    | 115,366 ▲   |
| Health   |             | 71,488             | 34,990               | <b>36,961</b>        |                    | 1,971       |
| Education and Welfare                              |             | 413,766            | 210,362              | <b>255,994</b>       |                    | 45,632 ▲    |
| Community Amenities                                |             | 364,700            | 332,800              | <b>326,901</b>       |                    | (5,899)     |
| Recreation and Culture                             |             | 109,351            | 58,040               | <b>76,843</b>        |                    | 18,803      |
| Transport  |             | 161,538            | 130,190              | <b>140,260</b>       |                    | 10,070      |
| Economic Services                                  |             | 89,700             | 44,850               | <b>98,050</b>        |                    | 53,200 ▲    |
| Other Property and Services                        |             | 137,220            | 68,662               | <b>54,936</b>        |                    | (13,726)    |
|  |             | <b>4,694,908</b>   | <b>3,758,043</b>     | <b>4,054,717</b>     |                    |             |
| <b>Expenditure from operating activities</b>       |             |                    |                      |                      |                    |             |
| Governance   |             | (379,167)          | (254,338)            | <b>(265,359)</b>     |                    | (11,021)    |
| General Purpose Funding                            |             | (403,619)          | (203,117)            | <b>(205,893)</b>     |                    | (2,776)     |
| Law, Order and Public Safety                       |             | (287,467)          | (159,654)            | <b>(149,862)</b>     |                    | 9,792       |
| Health   |             | (255,945)          | (130,817)            | <b>(105,379)</b>     |                    | 25,438 ▲    |
| Education and Welfare                              |             | (500,497)          | (260,187)            | <b>(229,245)</b>     |                    | 30,942 ▲    |
| Community Amenities                                |             | (522,286)          | (259,429)            | <b>(310,894)</b>     |                    | (51,465) ▼  |
| Recreation and Culture                             |             | (1,153,014)        | (586,104)            | <b>(551,051)</b>     |                    | 35,053 ▲    |
| Transport  |             | (1,243,774)        | (625,694)            | <b>(1,236,416)</b>   |                    | (610,722) ▼ |
| Economic Services                                  |             | (242,322)          | (113,452)            | <b>(154,018)</b>     |                    | (40,566) ▼  |
| Other Property and Services                        |             | (374,317)          | (190,676)            | <b>(124,010)</b>     |                    | 66,666 ▲    |
|  |             | <b>(5,362,408)</b> | <b>(2,783,468)</b>   | <b>(3,332,127)</b>   |                    |             |
| <b>Operating activities excluded from budget</b>   |             |                    |                      |                      |                    |             |
| Add Back Depreciation                              |             | 1,080,310          | 540,150              | <b>1,056,054</b>     |                    | 515,904 ▲   |
| Adjust (Profit)/Loss on Asset Disposal             | 6           | (36,465)           | (36,465)             | <b>(3,153)</b>       |                    | 33,312      |
| Adjust Provisions and Accruals                     |             | 0                  | 0                    | <b>(1,655)</b>       |                    | (1,655)     |
| <b>Amount attributable to operating activities</b> |             | <b>376,345</b>     | <b>1,478,260</b>     | <b>1,773,836</b>     |                    |             |
| <b>Investing Activities</b>                        |             |                    |                      |                      |                    |             |
| Non-operating Grants, Subsidies and Contributions  | 10          | 1,572,821          | 1,438,682            | <b>438,996</b>       |                    | (999,686) ▼ |
| Proceeds from Disposal of Assets                   | 6           | 230,000            | 50,000               | <b>47,486</b>        |                    | (2,514)     |
| Capital Acquisitions                               | 7           | (3,261,493)        | (2,626,750)          | <b>(1,533,601)</b>   |                    | 1,093,149 ▲ |
| <b>Amount attributable to investing activities</b> |             | <b>(1,458,672)</b> | <b>(1,138,068)</b>   | <b>(1,047,119)</b>   |                    |             |
| <b>Financing Activities</b>                        |             |                    |                      |                      |                    |             |
| Self-Supporting Loan Principal                     |             | 18,201             | 0                    | <b>0</b>             |                    | 0           |
| Transfer from Reserves                             | 9           | 224,250            | 0                    | <b>224,250</b>       |                    | 224,250 ▲   |
| Repayment of Debentures                            | 8           | (60,969)           | (24,778)             | <b>(30,104)</b>      |                    | (5,326)     |
| Transfer to Reserves                               | 9           | (282,069)          | 0                    | <b>(14,913)</b>      |                    | (14,913)    |
| <b>Amount attributable to financing activities</b> |             | <b>(100,587)</b>   | <b>(24,778)</b>      | <b>179,233</b>       |                    |             |
| <b>Closing Funding Surplus(Deficit)</b>            | 1(b)        | <b>0</b>           | <b>1,498,328</b>     | <b>2,088,863</b>     |                    |             |

**KEY INFORMATION**

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

The material variance adopted by Council for the 2018/19 financial year is \$20,000.

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

**KEY TERMS AND DESCRIPTIONS  
FOR THE PERIOD ENDED 31 DECEMBER 2018**

**REVENUE**

**RATES**

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

**OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS**

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

**NON-OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS**

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

**PROFIT ON ASSET DISPOSAL**

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

**FEES AND CHARGES**

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

**SERVICE CHARGES**

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

**INTEREST EARNINGS**

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

**OTHER REVENUE / INCOME**

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

**NATURE OR TYPE DESCRIPTIONS**

**EXPENSES**

**EMPLOYEE COSTS**

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

**MATERIALS AND CONTRACTS**

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

**UTILITIES (GAS, ELECTRICITY, WATER, ETC.)**

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

**INSURANCE**

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

**LOSS ON ASSET DISPOSAL**

Loss on the disposal of fixed assets.

**DEPRECIATION ON NON-CURRENT ASSETS**

Depreciation expense raised on all classes of assets.

**INTEREST EXPENSES**

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

**OTHER EXPENDITURE**

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

**STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 DECEMBER 2018**

**BY NATURE OR TYPE**

|  | Ref<br>Note | Annual<br>Budget   | YTD<br>Budget<br>(a) | YTD<br>Actual<br>(b) | Var. \$<br>(b)-(a) | Var. |
|--|-------------|--------------------|----------------------|----------------------|--------------------|------|
|  |             | \$                 | \$                   | \$                   | \$                 |      |
| <b>Opening Funding Surplus (Deficit)</b>           | 1(b)        | 1,182,914          | 1,182,914            | <b>1,182,914</b>     | (0)                |      |
| <b>Revenue from operating activities</b>           |             |                    |                      |                      |                    |      |
| Rates  | 5           | 2,312,341          | 2,308,089            | <b>2,305,153</b>     | (2,936)            |      |
| Operating Grants, Subsidies and Contributions      | 10          | 1,301,012          | 662,282              | <b>1,012,259</b>     | 349,977            | ▲    |
| Fees and Charges                                   |             | 747,263            | 528,856              | <b>500,218</b>       | (28,638)           | ▼    |
| Interest Earnings                                  |             | 50,952             | 25,472               | <b>22,001</b>        | (3,471)            |      |
| Other Revenue                                      |             | 246,207            | 196,211              | <b>204,462</b>       | 8,251              |      |
| Profit on Disposal of Assets                       | 6           | 37,133             | 37,133               | <b>10,623</b>        |                    |      |
|  |             | <b>4,694,908</b>   | <b>3,758,043</b>     | <b>4,054,714</b>     |                    |      |
| <b>Expenditure from operating activities</b>       |             |                    |                      |                      |                    |      |
| Employee Costs                                     |             | (2,388,280)        | (1,189,238)          | <b>(1,211,297)</b>   | (22,059)           | ▼    |
| Materials and Contracts                            |             | (1,181,184)        | (605,321)            | <b>(628,922)</b>     | (23,601)           | ▼    |
| Utility Charges                                    |             | (347,622)          | (173,802)            | <b>(138,056)</b>     | 35,746             | ▲    |
| Depreciation on Non-Current Assets                 |             | (1,080,310)        | (540,150)            | <b>(1,056,054)</b>   | (515,904)          | ▼    |
| Interest Expenses                                  |             | (37,824)           | (19,292)             | <b>(19,293)</b>      | (1)                |      |
| Insurance Expenses                                 |             | (184,537)          | (184,537)            | <b>(185,124)</b>     | (587)              |      |
| Other Expenditure                                  |             | (141,983)          | (70,460)             | <b>(85,911)</b>      | (15,451)           |      |
| Loss on Disposal of Assets                         | 6           | (668)              | (668)                | <b>(7,470)</b>       |                    |      |
|  |             | <b>(5,362,408)</b> | <b>(2,783,468)</b>   | <b>(3,332,127)</b>   |                    |      |
| <b>Operating activities excluded from budget</b>   |             |                    |                      |                      |                    |      |
| Add back Depreciation                              |             | 1,080,310          | 540,150              | <b>1,056,054</b>     | 515,904            | ▲    |
| Adjust (Profit)/Loss on Asset Disposal             | 6           | (36,465)           | (36,465)             | <b>(3,153)</b>       | 33,312             |      |
| Adjust Provisions and Accruals                     |             | 0                  | 0                    | <b>(1,655)</b>       | (1,655)            |      |
| <b>Amount attributable to operating activities</b> |             | <b>376,345</b>     | <b>1,478,260</b>     | <b>1,773,833</b>     |                    |      |
| <b>Investing activities</b>                        |             |                    |                      |                      |                    |      |
| Non-operating grants, subsidies and contributions  | 10          | 1,572,821          | 1,438,682            | <b>438,996</b>       | (999,686)          | ▼    |
| Proceeds from Disposal of Assets                   | 6           | 230,000            | 50,000               | <b>47,486</b>        | (2,514)            |      |
| Capital acquisitions                               | 7           | (3,261,493)        | (2,626,750)          | <b>(1,533,601)</b>   | 1,093,149          | ▲    |
| <b>Amount attributable to investing activities</b> |             | <b>(1,458,672)</b> | <b>(1,138,068)</b>   | <b>(1,047,119)</b>   |                    |      |
| <b>Financing Activities</b>                        |             |                    |                      |                      |                    |      |
| Self-Supporting Loan Principal                     |             | 18,201             | 0                    | <b>0</b>             | 0                  |      |
| Transfer from Reserves                             | 9           | 224,250            | 0                    | <b>224,250</b>       | 224,250            | ▲    |
| Repayment of Debentures                            | 8           | (60,969)           | (24,778)             | <b>(30,104)</b>      | (5,326)            |      |
| Transfer to Reserves                               | 9           | (282,069)          | 0                    | <b>(14,913)</b>      | (14,913)           |      |
| <b>Amount attributable to financing activities</b> |             | <b>(100,587)</b>   | <b>(24,778)</b>      | <b>179,233</b>       |                    |      |
| <b>Closing Funding Surplus (Deficit)</b>           | 1(b)        | <b>0</b>           | <b>1,498,328</b>     | <b>2,088,863</b>     |                    |      |

**KEY INFORMATION**

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

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

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 DECEMBER 2018**

**NOTE 1(a)  
NET CURRENT ASSETS**

**SIGNIFICANT ACCOUNTING POLICIES**

**CURRENT AND NON-CURRENT CLASSIFICATION**

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

**EMPLOYEE BENEFITS**

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

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

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

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

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

**PROVISIONS**

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

**INVENTORIES**

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

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 DECEMBER 2018**

**OPERATING ACTIVITIES  
NOTE 1(b)  
ADJUSTED NET CURRENT ASSETS**

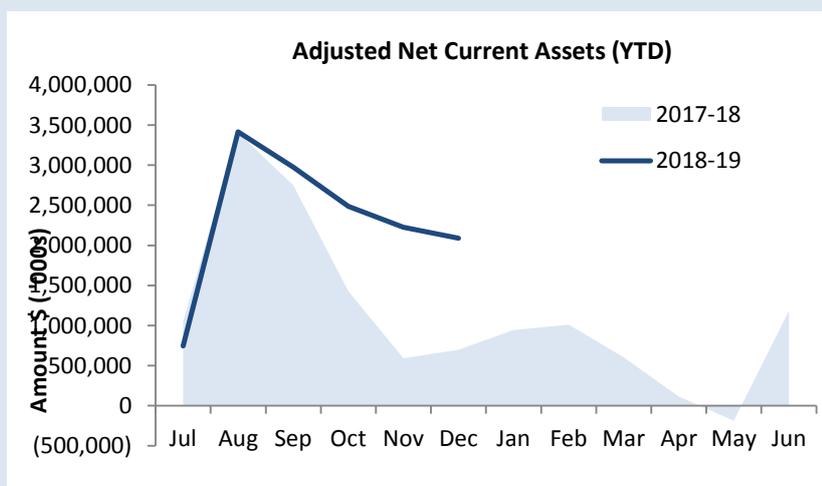
|  | Ref Note | Last Years Closing 30 June 2018 | This Time Last Year 31 Dec 2017 | Year to Date Actual 31 Dec 2018 |
|--|----------|---------------------------------|---------------------------------|---------------------------------|
|  |          | \$                              | \$                              | \$                              |
| <b>Adjusted Net Current Assets</b>                       |          |                                 |                                 |                                 |
| <b>Current Assets</b>                                    |          |                                 |                                 |                                 |
| Cash Unrestricted  | 3        | 495,126                         | 686,758                         | 1,868,602                       |
| Cash Restricted  | 3        | 1,177,376                       | 1,232,702                       | 968,039                         |
| Receivables - Rates                                      | 4        | 67,044                          | 356,956                         | 357,490                         |
| Receivables - Other                                      | 4        | 1,158,788                       | 39,342                          | 354,954                         |
| Loans receivable   |          | 18,201                          | 17,660                          | 9,169                           |
| Interest / ATO Receivable                                |          | 0                               | 0                               | 0                               |
| Inventories  |          | 40,543                          | 27,135                          | 40,543                          |
|  |          | <u>2,957,077</u>                | <u>2,360,553</u>                | <u>3,598,797</u>                |
| <b>Less: Current Liabilities</b>                         |          |                                 |                                 |                                 |
| Payables   |          | (338,234)                       | (319,148)                       | (292,374)                       |
| Regional Refuse Group Accrued Funds                      |          | (63,001)                        | (93,001)                        | (63,001)                        |
| Provisions - Loans, Annual & Long Service Leave          |          | (390,083)                       | (393,629)                       | (359,979)                       |
| Current Leave Liability - as per Audit 15/16             |          | (177,351)                       | 0                               | (177,351)                       |
|  |          | <u>(968,669)</u>                | <u>(805,778)</u>                | <u>(892,705)</u>                |
| <b>Unadjusted Net Current Assets</b>                     |          | <b>1,988,408</b>                | <b>1,554,774</b>                | <b>2,706,092</b>                |
| <b>Adjustments and exclusions permitted by FM Reg 32</b> |          |                                 |                                 |                                 |
| Less: Cash reserves                                      | 3        | (1,177,376)                     | (1,232,702)                     | (968,039)                       |
| Less: Loans receivable                                   |          | (18,201)                        | (17,660)                        | (9,169)                         |
| Add: Provisions - Loans, Annual & Long Service Leave     |          | 390,083                         | 393,629                         | 359,979                         |
| <b>Adjusted Net Current Assets</b>                       |          | <b>1,182,914</b>                | <b>698,042</b>                  | <b>2,088,863</b>                |

**SIGNIFICANT ACCOUNTING POLICIES**

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

**KEY INFORMATION**

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



**This Year YTD  
Surplus(Deficit)  
\$2.09 M**

**Last Year YTD  
Surplus(Deficit)  
\$.7 M**

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 DECEMBER 2018**

**NOTE 2  
EXPLANATION OF MATERIAL VARIANCES**

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

The material variance adopted by Council for the 2018/19 financial year is \$20,000.

| Reporting Program                                 | Var. \$   | Var. | Timing/<br>Permanent | Explanation of Variance  |
|---|-----------|------|----------------------|--|
|   | \$        |      |                      |  |
| <b>Revenue from operating activities</b>          |           |      |                      |  |
| General Purpose Funding - Other                   | 76,827    | ▲    | Permanent            | Federal Bridge Project Funding not budgeted for.   |
| Law, Order and Public Safety                      | 115,366   | ▲    | Permanent            | DFES Grant - Bushfire Mitigation Activity Fund (MAF) not budgeted for.   |
| Education and Welfare                             | 45,632    | ▲    | Timing               | HACC 3rd Quarter payment received earlier than Budgeted.   |
| Economic Services                                 | 53,200    | ▲    | Permanent            | Landcare payroll which is offset by expenditure.   |
| <b>Expenditure from operating activities</b>      |           |      |                      |  |
| Health  | 25,438    | ▲    | Timing               | Waiting on IPN Invoices for September & December.  |
| Education and Welfare                             | 30,942    | ▲    | Timing               | HACC & CACP expenditure under YTD Budget.  |
| Community Amenities                               | (51,465)  | ▼    | Timing               | Regional Refuse Group expenditure not budgeted for but will be offset by liability transfer at end of year.  |
| Recreation and Culture                            | 35,053    | ▲    | Timing               | Swimming Pool & Sportsground Expenditure under YTD budget.   |
| Transport   | (610,722) | ▼    | Permanent            | Road Maintenance & Maintenance Grading over YTD budget. Depreciation higher than budgeted due to valuations.   |
| Economic Services                                 | (40,566)  | ▼    | Permanent            | Landcare payroll which is offset by income.  |
| Other Property and Services                       | 66,666    | ▲    | Timing               | Private works, council housing maintenance & consultants under YTD budget.   |
| <b>Investing Activities</b>                       |           |      |                      |  |
| Non-operating Grants, Subsidies and Contributions | (999,686) | ▼    | Timing               | Storm Damage claims being collated by Core Business and waiting on Main Roads approval for claims already submitted.   |
| Capital Acquisitions                              | 1,093,149 | ▲    | Timing               | Town Centre Development, Medical Centre Upgrades, Electronic Sign, Cemetery Upgrades, Refuse Site, Airport Development, Townscape, Grader, Truck and Capital Works Program under YTD Budget. Savings on Solar Panels at Pool and EHO Vehicle Changeover. Over budget on WANDRRA though this will be offset by income and Sportsground Oval Reticulation. |

**KEY INFORMATION**

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 DECEMBER 2018**

**OPERATING ACTIVITIES  
NOTE 3  
CASH AND INVESTMENTS**

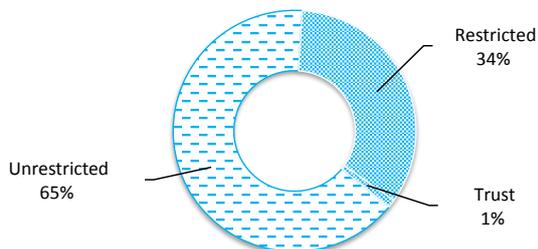
| <b>Cash and Investments</b>         | <b>Unrestricted</b> | <b>Restricted</b> | <b>Trust</b>  | <b>Total<br/>YTD Actual</b> | <b>Institution</b> | <b>Interest<br/>Rate</b> | <b>Maturity<br/>Date</b> |
|-------------------------------------|---------------------|-------------------|---------------|-----------------------------|--------------------|--------------------------|--------------------------|
|                                     | \$                  | \$                | \$            | \$                          |                    |                          |                          |
| <b>Cash on Hand</b>                 |                     |                   |               |                             |                    |                          |                          |
| Petty Cash and Floats               | 1,350               |                   |               | 1,350                       | N/A                | Nil                      | On Hand                  |
| <b>At Call Deposits</b>             |                     |                   |               |                             |                    |                          |                          |
| Municipal Fund                      | 345,824             |                   |               | 345,824                     | NAB                | Nil                      | At Call                  |
| Municipal Cash Maximiser            | 21,429              |                   |               | 21,429                      | NAB                | 0.40%                    | At Call                  |
| Trust Fund                          |                     |                   | 30,066        | 30,066                      | NAB                | Nil                      | At Call                  |
| <b>Term Deposits</b>                |                     |                   |               |                             |                    |                          |                          |
| Municipal Investment - Term Deposit |                     | 968,039           |               | 968,039                     | NAB                | 2.50%                    | 26-Mar-19                |
| Municipal Investment - Term Deposit | 1,500,000           |                   |               | 1,500,000                   | NAB                | 2.50%                    | 23-Jan-19                |
| <b>Total</b>                        | <b>1,868,602</b>    | <b>968,039</b>    | <b>30,066</b> | <b>2,866,707</b>            |                    |                          |                          |

**SIGNIFICANT ACCOUNTING POLICIES**

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

**KEY INFORMATION**

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



| <b>Total Cash</b> | <b>Unrestricted</b> |
|-------------------|---------------------|
| <b>\$2.87 M</b>   | <b>\$1.87 M</b>     |

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 DECEMBER 2018**

**OPERATING ACTIVITIES  
NOTE 4  
RECEIVABLES**

| Rates Receivable                  | 30 June 2018  | 31 December 2018 |
|-----------------------------------|---------------|------------------|
|                                   | \$            | \$               |
| Opening Arrears Previous Years    | 43,311        | 67,044           |
| Levied this year                  | 2,469,127     | 2,543,048        |
| Less Collections to date          | (2,445,394)   | (2,252,602)      |
| <b>Equals Current Outstanding</b> | <b>67,044</b> | <b>357,490</b>   |
| <b>Net Rates Collectable</b>      | <b>67,044</b> | <b>357,490</b>   |
| % Collected                       | 0.00%         | 0.00%            |

| Receivables - General                        | Current | 30 Days | 60 Days | 90+ Days | Total          |
|--|---------|---------|---------|----------|----------------|
|  | \$      | \$      | \$      | \$       | \$             |
| Receivables - General                        | 26,535  | 5,042   | 1,108   | 332,503  | 365,188        |
| Percentage                                   | 7%      | 1%      | 0%      | 91%      |                |
| <b>Balance per Trial Balance</b>             |         |         |         |          |                |
| Sundry debtors                               |         |         |         |          | 365,188        |
| GST receivable                               |         |         |         |          | 0              |
| Loans receivable - clubs/institutions        |         |         |         |          | 9,169          |
| Income in advance                            |         |         |         |          | 0              |
| Doubtful Debtors                             |         |         |         |          | (10,234)       |
|  |         |         |         |          | 0              |
| <b>Total Receivables General Outstanding</b> |         |         |         |          | <b>364,123</b> |

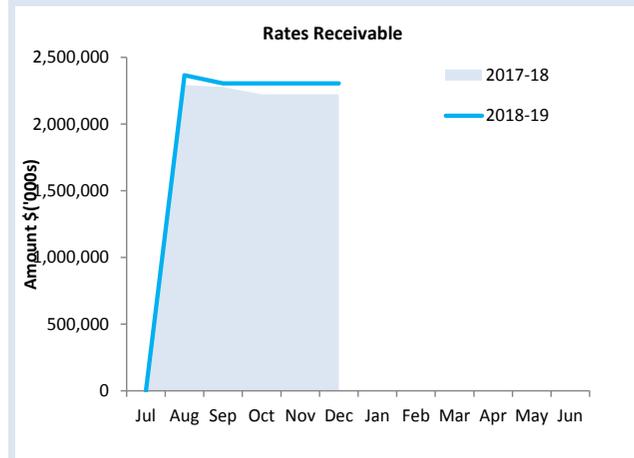
Amounts shown above include GST (where applicable)

**KEY INFORMATION**

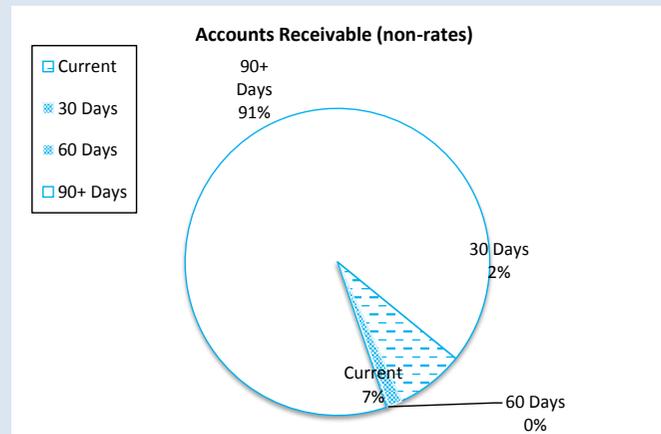
Trade and other receivables include amounts due from ratepayers for unpaid rates and service charges and other amounts due from third parties for goods sold and services performed in the ordinary course of business.

**SIGNIFICANT ACCOUNTING POLICIES**

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



| Collected | Rates Due        |
|-----------|------------------|
| <b>0%</b> | <b>\$357,490</b> |



|                     |
|---------------------|
| <b>Debtors Due</b>  |
| <b>\$364,123</b>    |
| <b>Over 30 Days</b> |
| <b>93%</b>          |
| <b>Over 90 Days</b> |
| <b>91%</b>          |

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 DECEMBER 2018**

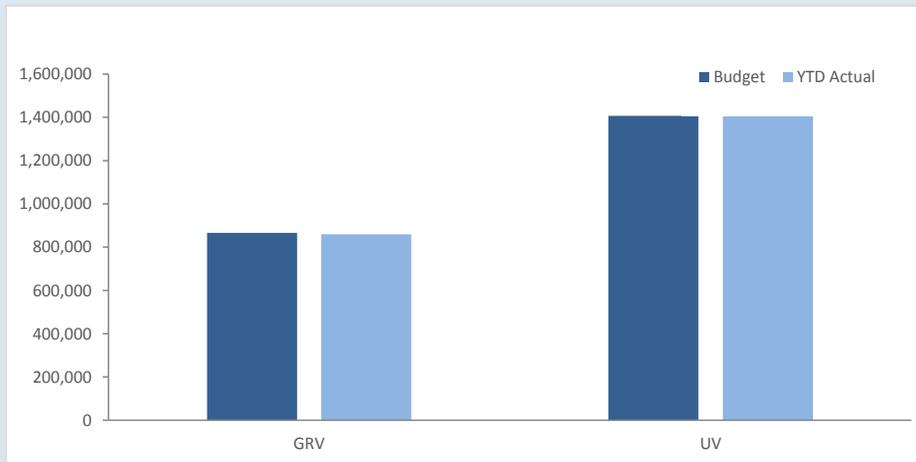
**OPERATING ACTIVITIES  
NOTE 5  
RATE REVENUE**

| General Rate Revenue             | Budget     |                      |                    |                  |              |              |                  | YTD Actual       |               |            |                  |
|----------------------------------|------------|----------------------|--------------------|------------------|--------------|--------------|------------------|------------------|---------------|------------|------------------|
|                                  | Rate in    | Number of Properties | Rateable Value     | Rate Revenue     | Interim Rate | Back Rate    | Total Revenue    | Rate Revenue     | Interim Rates | Back Rates | Total Revenue    |
| <b>RATE TYPE</b>                 | \$         |                      |                    | \$               | \$           | \$           | \$               | \$               | \$            | \$         | \$               |
| <b>Differential General Rate</b> |            |                      |                    |                  |              |              |                  |                  |               |            |                  |
| GRV                              | 0.108072   | 746                  | 7,960,431          | 860,300          | 4,000        | 1,500        | 865,800          | 860,300          | -666          | 156        | 859,790          |
| UV                               | 0.007450   | 331                  | 188,433,500        | 1,403,830        | 3,000        | 0            | 1,406,830        | 1,403,830        | 667           | 0          | 1,404,497        |
|                                  | Minimum \$ |                      |                    |                  |              |              |                  |                  |               |            |                  |
| GRV                              | 560        | 148                  | 280,079            | 82,880           | 0            | 0            | 82,880           | 82,880           | 0             | 0          | 82,880           |
| UV                               | 560        | 53                   | 2,675,409          | 29,680           | 0            | 0            | 29,680           | 29,680           | 0             | 0          | 29,680           |
| <b>Sub-Totals</b>                |            | <b>1,278</b>         | <b>199,349,419</b> | <b>2,376,690</b> | <b>7,000</b> | <b>1,500</b> | <b>2,385,190</b> | <b>2,376,689</b> | <b>2</b>      | <b>156</b> | <b>2,376,847</b> |
| Discount                         |            |                      |                    |                  |              |              | (85,000)         |                  |               |            | (83,845)         |
| <b>Amount from General Rates</b> |            |                      |                    |                  |              |              | <b>2,300,190</b> |                  |               |            | <b>2,293,002</b> |
| Ex-Gratia Rates                  |            |                      |                    |                  |              |              | 12,151           |                  |               |            | 12,150           |
| <b>Total General Rates</b>       |            |                      |                    |                  |              |              | <b>2,312,341</b> |                  |               |            | <b>2,305,152</b> |

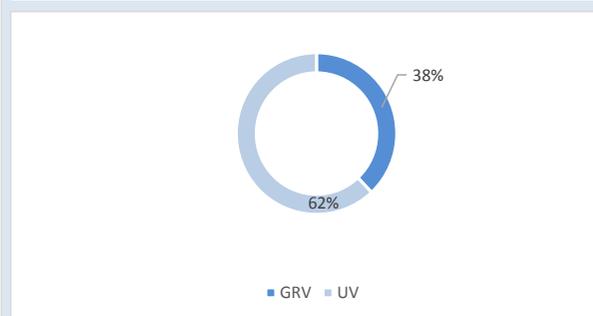
**SIGNIFICANT ACCOUNTING POLICIES**

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

**KEY INFORMATION**



| General Rates  |                 |             |
|----------------|-----------------|-------------|
| Budget         | YTD Actual      | %           |
| <b>\$2.3 M</b> | <b>\$2.29 M</b> | <b>100%</b> |

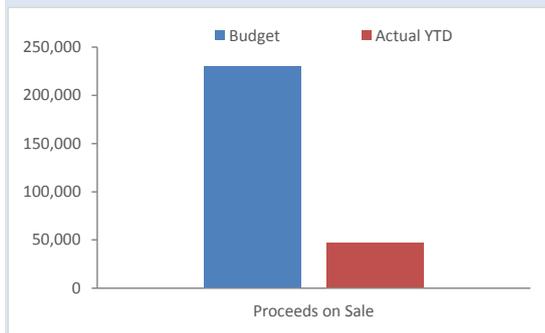


**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 DECEMBER 2018**

**OPERATING ACTIVITIES  
NOTE 6  
DISPOSAL OF ASSETS**

| Asset Ref. | Asset Description  | Budget         |                |               |              | YTD Actual     |               |               |                |
|------------|--------------------|----------------|----------------|---------------|--------------|----------------|---------------|---------------|----------------|
|            |                    | Net Book Value | Proceeds       | Profit        | (Loss)       | Net Book Value | Proceeds      | Profit        | (Loss)         |
|            |                    | \$             | \$             | \$            | \$           | \$             | \$            | \$            | \$             |
| P02        | Deputy CEO Vehicle | 12,453         | 27,000         | 14,547        |              | 16,650         | 27,273        | 10,623        |                |
| P08        | EHO Vehicle        | 23,668         | 23,000         |               | (668)        | 27,683         | 20,213        |               | (7,470)        |
| P12        | Komatsu Grader     | 97,447         | 120,000        | 22,553        |              |                |               |               |                |
| P40        | Isuzu Truck 13t    | 59,967         | 60,000         | 33            |              |                |               |               |                |
|            |                    | <b>193,535</b> | <b>230,000</b> | <b>37,133</b> | <b>(668)</b> | <b>44,333</b>  | <b>47,486</b> | <b>10,623</b> | <b>(7,470)</b> |

**KEY INFORMATION**



| Proceeds on Sale |                 |            |
|------------------|-----------------|------------|
| Budget           | YTD Actual      | %          |
| <b>\$230,000</b> | <b>\$47,486</b> | <b>21%</b> |

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 DECEMBER 2018**

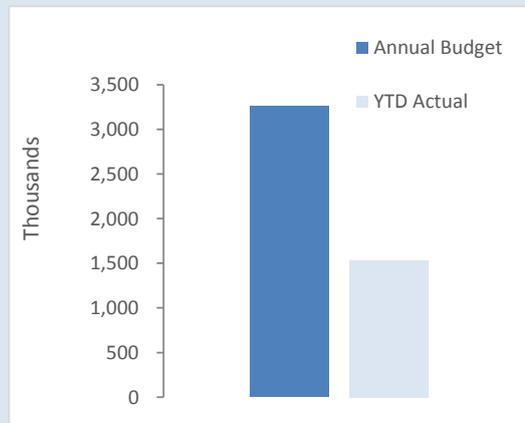
**INVESTING ACTIVITIES  
NOTE 7  
CAPITAL ACQUISITIONS**

| Capital Acquisitions                        | Annual Budget    | YTD Budget       | YTD Actual Total | YTD Budget Variance |
|---|------------------|------------------|------------------|---------------------|
|   | \$               | \$               | \$               | \$                  |
| Land  | 40,000           | 40,000           | 0                | 40,000              |
| Buildings                                   | 75,000           | 75,000           | 34,316           | 40,684              |
| Plant & Equipment                           | 619,000          | 619,000          | 82,025           | 536,975             |
| Furniture & Equipment                       | 66,450           | 50,250           | 13,817           | 36,433              |
| Infrastructure - Roads                      | 2,131,043        | 1,572,500        | 1,203,576        | 368,924             |
| Footpaths                                   | 60,000           | 0                | 0                | 0                   |
| Infrastructure - Other                      | 270,000          | 270,000          | 199,867          | 70,133              |
| <b>Capital Expenditure Totals</b>           | <b>3,261,493</b> | <b>2,626,750</b> | <b>1,533,601</b> | <b>1,093,149</b>    |
| <b>Capital Acquisitions Funded By:</b>      |                  |                  |                  |                     |
|   | \$               | \$               | \$               | \$                  |
| Capital grants and contributions            | 1,582,821        | 1,438,682        | 438,996          | 999,686             |
| Other (Disposals & C/Fwd)                   | 230,000          | 50,000           | 47,486           | 2,514               |
| Cash Backed Reserves                        |                  |                  |                  | 0                   |
| Recreation Development Reserve              | 15,000           | 0                | 35,000           | (35,000)            |
| Electronic Sign Reserve                     | 10,250           | 0                | 10,250           | (10,250)            |
| Recreation Centre Equipment Reserve         | 4,000            | 0                | 4,000            | (4,000)             |
| Plant Replacement Reserve                   | 90,000           | 0                | 90,000           | (90,000)            |
| Aerodrome Maintenance & Development Reserve | 10,000           | 0                | 10,000           | (10,000)            |
| Refuse Waste Management Reserve             | 30,000           | 0                | 30,000           | (30,000)            |
| Land Development Reserve                    | 40,000           | 0                | 40,000           | (40,000)            |
| Contribution - operations                   | 1,249,422        | 1,138,068        | 827,869          | 310,199             |
| <b>Capital Funding Total</b>                | <b>3,261,493</b> | <b>2,626,750</b> | <b>1,533,601</b> | <b>1,093,149</b>    |

**SIGNIFICANT ACCOUNTING POLICIES**

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

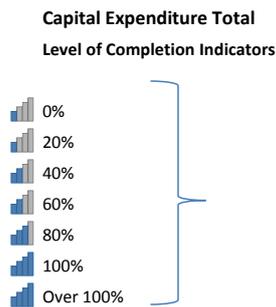
**KEY INFORMATION**



| Acquisitions  | Annual Budget   | YTD Actual      | % Spent    |
|---------------|-----------------|-----------------|------------|
|               | <b>\$3.26 M</b> | <b>\$1.53 M</b> | <b>47%</b> |
| Capital Grant | Annual Budget   | YTD Actual      | % Received |
|               | <b>\$1.58 M</b> | <b>\$.44 M</b>  | <b>28%</b> |

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 DECEMBER 2018

INVESTING ACTIVITIES  
NOTE 7  
CAPITAL ACQUISITIONS (CONTINUED)



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

% of Completion # *Level of completion indicator, please see table at the end of this note for further c*

|                                  | Account Number                                    | Annual Budget | YTD Budget  | YTD Actual  | YTD Variance |
|----------------------------------|---|---------------|-------------|-------------|--------------|
| <b>Capital Expenditure</b>       |   |               |             |             |              |
| <b>Land</b>                      |   |               |             |             |              |
| 0.00                             | Town Centre Development                           | (40,000)      | (40,000)    | 0           | 40,000       |
|                                  |   | (40,000)      | (40,000)    | 0           | 40,000       |
| <b>Buildings</b>                 |   |               |             |             |              |
| 0.00                             | Medical Centre Upgrades                           | (20,000)      | (20,000)    | 0           | 20,000       |
| 0.66                             | Solar Panels - Various Buildings                  | (35,000)      | (35,000)    | (22,953)    | 12,047       |
| 0.57                             | Depot - Amenity Room Upgrades                     | (20,000)      | (20,000)    | (11,363)    | 8,637        |
|                                  |   | (75,000)      | (75,000)    | (34,316)    | 40,684       |
| <b>Plant &amp; Equipment</b>     |   |               |             |             |              |
| 1.00                             | Deputy CEO Vehicle (P02)                          | (43,000)      | (43,000)    | (43,182)    | (182)        |
| 0.73                             | EHO/BS Vehicle (P08)                              | (43,000)      | (43,000)    | (31,570)    | 11,430       |
| 0.00                             | Komatsu Grader (P12)                              | (350,000)     | (350,000)   | 0           | 350,000      |
| 0.00                             | Isuzu Truck 13t (P40)                             | (173,000)     | (173,000)   | 0           | 173,000      |
| 0.73                             | Slasher for Bobcat                                | (10,000)      | (10,000)    | (7,273)     | 2,727        |
|                                  |   | (619,000)     | (619,000)   | (82,025)    | 536,975      |
| <b>Furniture &amp; Equipment</b> |   |               |             |             |              |
| 1.38                             | IT Upgrade Project                                | (10,000)      | (10,000)    | (13,817)    | (3,817)      |
| 0.00                             | Electronic Advertising Sign                       | (40,250)      | (40,250)    | 0           | 40,250       |
| 0.00                             | Rec Centre - Commercial Exhaust Hood              | (8,000)       | 0           | 0           | 0            |
| 0.00                             | Wetlands Park - Playground Equipment              | (8,200)       | 0           | 0           | 0            |
|                                  |   | (66,450)      | (50,250)    | (13,817)    | 36,433       |
| <b>Infrastructure - Roads</b>    |   |               |             |             |              |
| 0.15                             | Capital Works Program                             | (1,117,083)   | (558,540)   | (163,311)   | 395,229      |
| 1.03                             | WANDRRA Capital Works                             | (1,013,960)   | (1,013,960) | (1,040,265) | (26,305)     |
|                                  |   | (2,131,043)   | (1,572,500) | (1,203,576) | 368,924      |
| <b>Footpaths</b>                 |   |               |             |             |              |
| 0.00                             | Footpath Program                                  | (60,000)      | 0           | 0           | 0            |
|                                  |   | (60,000)      | 0           | 0           | 0            |
| <b>Infrastructure - Other</b>    |   |               |             |             |              |
| 0.56                             | Cemetery Upgrade                                  | (63,000)      | (63,000)    | (35,585)    | 27,415       |
| 0.59                             | Refuse Site - Storage Shed, Cardboard & Skip Bins | (30,000)      | (30,000)    | (17,735)    | 12,265       |
| 1.33                             | Sportsground Oval - Reticulation                  | (50,000)      | (50,000)    | (66,714)    | (16,714)     |
| 0.14                             | Airport Development                               | (40,000)      | (40,000)    | (5,723)     | 34,277       |
| 0.99                             | Airport - Reseal Taxiway                          | (15,000)      | (15,000)    | (14,776)    | 224          |
| 0.82                             | Townscape   | (72,000)      | (72,000)    | (59,334)    | 12,666       |
|                                  |   | (270,000)     | (270,000)   | (199,867)   | 70,133       |
|                                  |   | (3,261,493)   | (2,626,750) | (1,533,601) | 1,093,149    |

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 DECEMBER 2018**

**FINANCING ACTIVITIES  
NOTE 8  
BORROWINGS**

| Information on Borrowings<br>Particulars | 30 Jun 2018    | New Loans |          | Principal Repayments |               | Principal Outstanding |                | Interest Repayments |               |
|--|----------------|-----------|----------|----------------------|---------------|-----------------------|----------------|---------------------|---------------|
|  |                | Actual    | Budget   | Actual               | Budget        | Actual                | Budget         | Actual              | Budget        |
|  | \$             | \$        | \$       | \$                   | \$            | \$                    | \$             | \$                  | \$            |
| <b>Recreation and Culture</b>            |                |           |          |                      |               |                       |                |                     |               |
| Loan 131 - Recreation Centre Development | 67,982         | 0         | 0        | 4,300                | 8,738         | 63,682                | 59,244         | 2,172               | 4,207         |
| Loan 139 - Swimming Pool Redevelopment   | 239,319        | 0         | 0        | 5,941                | 12,035        | 233,378               | 227,284        | 6,077               | 12,001        |
| <b>Other Property and Services</b>       |                |           |          |                      |               |                       |                |                     |               |
| Loan 137 - Staff Housing                 | 180,880        | 0         | 0        | 6,078                | 12,342        | 174,802               | 168,538        | 5,369               | 10,552        |
| Loan 138 - Doctor Housing                | 96,812         | 0         | 0        | 4,752                | 9,653         | 92,060                | 87,159         | 3,035               | 5,921         |
|  | 584,993        | 0         | 0        | 21,072               | 42,768        | 563,921               | 542,225        | 16,653              | 32,681        |
| <b>Self supporting loans</b>             |                |           |          |                      |               |                       |                |                     |               |
| <b>Recreation and Culture</b>            |                |           |          |                      |               |                       |                |                     |               |
| Loan 141 - Wagin Ag Society (SSL)        | 173,708        | 0         | 0        | 9,032                | 18,201        | 164,676               | 155,507        | 2,640               | 5,143         |
|  | 173,708        | 0         | 0        | 9,032                | 18,201        | 164,676               | 155,507        | 2,640               | 5,143         |
| <b>Total</b>                             | <b>758,701</b> | <b>0</b>  | <b>0</b> | <b>30,104</b>        | <b>60,969</b> | <b>728,597</b>        | <b>697,732</b> | <b>19,293</b>       | <b>37,824</b> |

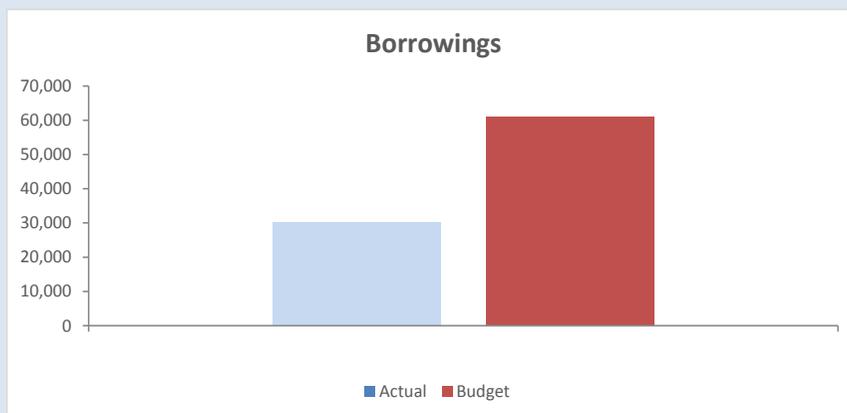
All debenture repayments were financed by general purpose revenue.

**SIGNIFICANT ACCOUNTING POLICIES**

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

**KEY INFORMATION**

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



|                             |                 |
|-----------------------------|-----------------|
| <b>Principal Repayments</b> | <b>\$30,104</b> |
| <b>Interest Earned</b>      | <b>\$22,001</b> |
| <b>Interest Expense</b>     | <b>\$19,293</b> |
| <b>Reserves Bal</b>         | <b>\$ .97 M</b> |
| <b>Loans Due</b>            | <b>\$ .73 M</b> |

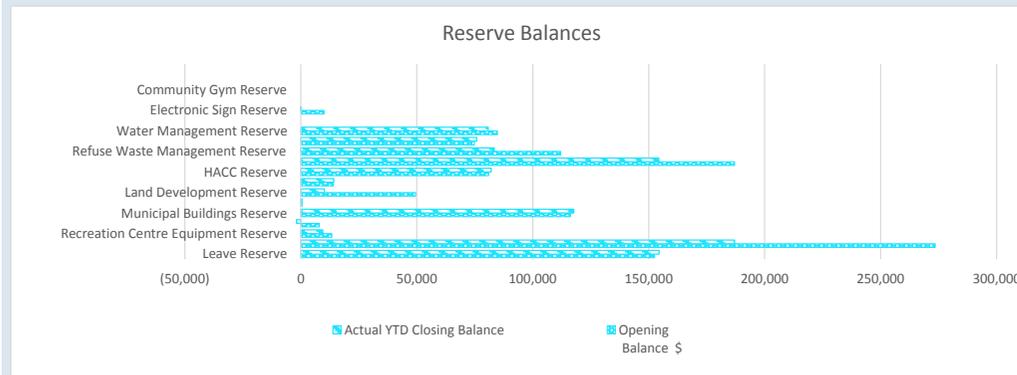
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 DECEMBER 2018

OPERATING ACTIVITIES  
NOTE 9  
CASH AND INVESTMENTS

Cash Backed Reserve

| Reserve Name                                   | Opening Balance  | Budget Interest Earned | Actual Interest Earned | Budget Transfers In | Actual Transfers In | Budget Transfers Out | Actual Transfers Out | Budget Closing Balance | Actual YTD Closing Balance |
|--|------------------|------------------------|------------------------|---------------------|---------------------|----------------------|----------------------|------------------------|----------------------------|
|  | \$               | \$                     | \$                     | (+)<br>\$           | (+)<br>\$           | (-)<br>\$            | (-)<br>\$            | \$                     | \$                         |
| Leave Reserve                                  | 152,499          | 3,812                  | 1,932                  | 0                   | 0                   | 0                    | 0                    | 156,311                | 154,430                    |
| Plant Replacement Reserve                      | 273,536          | 7,338                  | 3,465                  | 0                   | 0                   | (90,000)             | (90,000)             | 190,874                | 187,001                    |
| Recreation Centre Equipment Reserve            | 13,389           | 335                    | 170                    | 1,800               | 0                   | (4,000)              | (4,000)              | 11,524                 | 9,559                      |
| Aerodrome Maintenance & Development Reserve    | 7,988            | 200                    | 101                    | 5,200               | 0                   | (10,000)             | (10,000)             | 3,388                  | (1,911)                    |
| Municipal Buildings Reserve                    | 116,210          | 2,905                  | 1,472                  | 0                   | 0                   | 0                    | 0                    | 119,115                | 117,682                    |
| Admin Centre Furniture, Equipment & IT Reserve | 494              | 0                      | 6                      | 0                   | 0                   | 0                    | 0                    | 494                    | 500                        |
| Land Development Reserve                       | 49,515           | 1,238                  | 627                    | 0                   | 0                   | (40,000)             | (40,000)             | 10,753                 | 10,142                     |
| Community Bus Reserve                          | 14,075           | 413                    | 178                    | 0                   | 0                   | 0                    | 0                    | 14,488                 | 14,253                     |
| HACC Reserve                                   | 81,013           | 3,495                  | 1,026                  | 0                   | 0                   | 0                    | 0                    | 84,508                 | 82,039                     |
| Recreation Development Reserve                 | 187,019          | 4,675                  | 2,369                  | 70,000              | 0                   | (35,000)             | (35,000)             | 226,694                | 154,388                    |
| Refuse Waste Management Reserve                | 112,034          | 2,301                  | 1,419                  | 51,058              | 0                   | (30,000)             | (30,000)             | 135,393                | 83,453                     |
| Refuse Site Rehabilitation Reserve             | 74,885           | 1,872                  | 949                    | 21,059              | 0                   | 0                    | 0                    | 97,816                 | 75,834                     |
| Water Management Reserve                       | 84,718           | 2,118                  | 1,073                  | 0                   | 0                   | (5,000)              | (5,000)              | 81,836                 | 80,791                     |
| Town Drainage Reserve                          | 0                | 0                      | 0                      | 0                   | 0                   | 0                    | 0                    | 0                      | 0                          |
| Electronic Sign Reserve                        | 10,000           | 250                    | 127                    | 0                   | 0                   | (10,250)             | (10,250)             | 0                      | (123)                      |
| Emergency/Bushfire Control Reserve             | 0                | 0                      | 0                      | 50,000              | 0                   | 0                    | 0                    | 50,000                 | 0                          |
| Community Gym Reserve                          | 0                | 0                      | 0                      | 2,000               | 0                   | 0                    | 0                    | 2,000                  | 0                          |
| Sportsground Precinct Redevelopment Reserve    | 0                | 0                      | 0                      | 50,000              | 0                   | 0                    | 0                    | 50,000                 | 0                          |
|  | <b>1,177,376</b> | <b>30,952</b>          | <b>14,913</b>          | <b>251,117</b>      | <b>0</b>            | <b>(224,250)</b>     | <b>(224,250)</b>     | <b>1,235,195</b>       | <b>968,039</b>             |

KEY INFORMATION



**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 DECEMBER 2018**

**NOTE 10  
GRANTS AND CONTRIBUTIONS**

**Grants and Contributions**

|  | <b>Annual Budget</b> | <b>YTD Budget</b> | <b>YTD Actual</b> | <b>YTD Variance</b> |
|--|----------------------|-------------------|-------------------|---------------------|
| <b>Operating grants, subsidies and contributions</b>           |                      |                   |                   |                     |
| <b>General Purpose Funding</b>                                 |                      |                   |                   |                     |
| Grants Commission - General                                    | 420,780              | 210,390           | 223,009           | 12,619              |
| Grants Commission - Roads                                      | 211,141              | 105,571           | 181,465           | 75,894              |
| <b>Governance</b>  |                      |                   |                   |                     |
| Youth Development Trainee                                      | 20,000               | 0                 | 0                 | 0                   |
| <b>Law, Order and Public Safety</b>                            |                      |                   |                   |                     |
| DFES Grant - Operating Bush Fire Brigade                       | 59,000               | 14,750            | 14,750            | 0                   |
| DFES Grant - Bushfire Mitigation Activity Fund (MAF)           | 0                    | 0                 | 114,800           | 114,800             |
| DFES Grant - Operating SES                                     | 26,934               | 6,734             | 6,748             | 14                  |
| <b>Education and Welfare</b>                                   |                      |                   |                   |                     |
| HACC Recurrent Grant   | 338,606              | 169,303           | 225,144           | 55,841              |
| <b>Recreation and Culture</b>                                  |                      |                   |                   |                     |
| HACC Recurrent Grant   | 1,000                | 0                 | 8,717             | 8,717               |
| <b>Transport</b>   |                      |                   |                   |                     |
| Direct Road Grants   | 68,247               | 68,247            | 110,921           | 42,674              |
| Regional Airports Development Scheme (RADs)                    | 10,589               | 0                 | 0                 | 0                   |
| <b>Operating grants, subsidies and contributions Total</b>     | <b>1,156,297</b>     | <b>574,994</b>    | <b>885,553</b>    | <b>310,559</b>      |
| <b>Non-operating grants, subsidies and contributions</b>       |                      |                   |                   |                     |
| <b>Community Amenities</b>                                     |                      |                   |                   |                     |
| Contributions to Cemetery Upgrade                              | 8,000                | 8,000             | 0                 | (8,000)             |
| <b>Recreation and Culture</b>                                  |                      |                   |                   |                     |
| Public Open Space Funds for Playground Equipment               | 8,200                | 8,200             | 0                 | (8,200)             |
| Electronic Sign Contributions                                  | 20,000               | 20,000            | 0                 | (20,000)            |
| <b>Transport</b>   |                      |                   |                   |                     |
| Road Project Grants  | 300,605              | 240,484           | 123,042           | (117,442)           |
| Roads To Recovery Grant  | 222,056              | 148,038           | 0                 | (148,038)           |
| WANDRRA Storm Damage   | 1,013,960            | 1,013,960         | 315,954           | (698,006)           |
| <b>Non-operating grants, subsidies and contributions Total</b> | <b>1,572,821</b>     | <b>1,438,682</b>  | <b>438,996</b>    | <b>(999,686)</b>    |
| <b>Grand Total</b>   | <b>2,729,118</b>     | <b>2,013,676</b>  | <b>1,324,549</b>  | <b>(689,127)</b>    |

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 DECEMBER 2018**

**NOTE 11  
TRUST FUND**

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

| Description                    | Opening<br>Balance<br>01 Jul 2018 | Amount<br>Received | Amount<br>Paid  | Closing<br>Balance<br>31 Dec 2018 |
|--------------------------------|-----------------------------------|--------------------|-----------------|-----------------------------------|
|                                | \$                                | \$                 | \$              | \$                                |
| Deposits - Town Hall           | 800                               | 0                  | 0               | 800                               |
| Deposits - Community Bus       | 900                               | 750                | (750)           | 900                               |
| Deposits - Rec Ctr & EFP       | 2,962                             | 1,200              | (1,800)         | 2,362                             |
| Deposits - Animal Trap         | 0                                 | 0                  | 0               | 0                                 |
| BCITF                          | 0                                 | 320                | (241)           | 79                                |
| Deposit - Community Gym Key    | 2,190                             | 1,260              | (480)           | 2,970                             |
| Building Services Levy         | 0                                 | 749                | (625)           | 123                               |
| Nomination Deposits            | 160                               | 0                  | 0               | 160                               |
| Pre-Paid Rates                 | 0                                 | 0                  | 0               | 0                                 |
| Other Deposits                 | 3,679                             | 1,650              | (150)           | 5,179                             |
| Unclaimed Monies               | 1,733                             | 0                  | 0               | 1,733                             |
| Transport Licensing            | 14,862                            | 0                  | (14,862)        | 0                                 |
| Bank Charges                   | 0                                 | 0                  | 0               | 0                                 |
| Banking Errors                 | 0                                 | 0                  | 0               | 0                                 |
| Deposit - Refuse Site Key      | 20                                | 0                  | 0               | 20                                |
| In Lieu of Public Open Space   | 8,200                             | 0                  | 0               | 8,200                             |
| Staff Christmas Fund           | 9,030                             | 6,640              | (15,670)        | 0                                 |
| Trust Accounts Receivable      | -460                              | 0                  | 0               | (460)                             |
| Cemetery Shelter Contributions | 8,000                             | 0                  | 0               | 8,000                             |
|                                | <b>52,076</b>                     | <b>12,569</b>      | <b>(34,578)</b> | <b>30,066</b>                     |

**SHIRE OF WAGIN**  
**STATEMENT OF OPERATING INCOME AND EXPENDITURE**  
**FOR THE PERIOD ENDED 31 DECEMBER 2018**

| COA                                      | Description                                    | Type | Annual Budget    | YTD Budget       | YTD Actual       |
|--|--|------|------------------|------------------|------------------|
| <b>General Purpose Funding</b>           |  |      |                  |                  |                  |
| <b>Rate Revenue</b>                      |  |      |                  |                  |                  |
| I031005                                  | GRV  | Inc  | 860,300          | 860,300          | <b>860,300</b>   |
| I031010                                  | GRV Minimums                                   | Inc  | 82,880           | 82,880           | <b>82,880</b>    |
| I031015                                  | UV   | Inc  | 1,403,830        | 1,403,830        | <b>1,403,830</b> |
| I031020                                  | UV Minimums                                    | Inc  | 29,680           | 29,680           | <b>29,680</b>    |
| I031025                                  | GRV Interim Rates                              | Inc  | 4,000            | 1,998            | <b>(666)</b>     |
| I031030                                  | UV Interim Rates                               | Inc  | 3,000            | 1,500            | <b>667</b>       |
| I031035                                  | Back Rates                                     | Inc  | 1,500            | 750              | <b>156</b>       |
| I031040                                  | Ex-Gratia Rates (CBH)                          | Inc  | 12,151           | 12,151           | <b>12,150</b>    |
| I031045                                  | Discount Allowed                               | Inc  | (85,000)         | (85,000)         | <b>(83,845)</b>  |
| I031050                                  | Instalment Admin Charge                        | Inc  | 10,000           | 10,000           | <b>7,284</b>     |
| I031055                                  | Account Enquiry Fee                            | Inc  | 4,000            | 1,998            | <b>880</b>       |
| I031060                                  | (Rate Write Offs)                              | Inc  | (5,000)          | 0                | <b>(22)</b>      |
| I031065                                  | Penalty Interest                               | Inc  | 10,000           | 4,998            | <b>6,394</b>     |
| I031070                                  | Emergency Services Levy                        | Inc  | 111,107          | 111,107          | <b>110,943</b>   |
| I031075                                  | ESL Penalty Interest                           | Inc  | 500              | 252              | <b>330</b>       |
| I031090                                  | Rate Legal Charges                             | Inc  | 10,000           | 4,998            | <b>643</b>       |
|  |  |      | <b>2,452,948</b> | <b>2,441,442</b> | <b>2,431,604</b> |
| E031005                                  | Valuation Expenses                             | Exp  | (12,000)         | (2,502)          | <b>(384)</b>     |
| E031010                                  | Legal Costs/Expenses                           | Exp  | (500)            | (252)            | <b>(2,149)</b>   |
| E031015                                  | Title Searches                                 | Exp  | (1,000)          | (498)            | <b>(154)</b>     |
| E031020                                  | Rate Recovery Expenses                         | Exp  | (10,000)         | (4,998)          | <b>(1,923)</b>   |
| E031025                                  | Printing Stationery Postage                    | Exp  | (2,500)          | (2,500)          | <b>(1,551)</b>   |
| E031030                                  | Emergency Services Levy                        | Exp  | (111,107)        | (55,553)         | <b>(66,667)</b>  |
| E031040                                  | Rate Refunds                                   | Exp  | (1,500)          | 0                | <b>0</b>         |
| E031041                                  | Rates & Rubbish Waivers/Concessions            | Exp  | (2,858)          | (2,858)          | <b>(2,762)</b>   |
| E031100                                  | Administration Allocated                       | Exp  | (91,316)         | (45,660)         | <b>(45,660)</b>  |
|  |  |      | <b>(232,781)</b> | <b>(114,821)</b> | <b>(121,250)</b> |
| <b>Other General Purpose Funding</b>     |  |      |                  |                  |                  |
| I032005                                  | Grants Commission General                      | C    | 420,780          | 210,390          | <b>223,009</b>   |
| I032010                                  | Grants Commission Roads                        | C    | 211,141          | 105,571          | <b>181,465</b>   |
| I032020                                  | Administration Rental                          | Inc  | 36,000           | 18,000           | <b>18,000</b>    |
| I032025                                  | Photocopies, Publications, PA & Projector Hire | Inc  | 1,500            | 750              | <b>210</b>       |
| I032030                                  | Reimbursements                                 | Inc  | 100              | 100              | <b>0</b>         |
| I032035                                  | SS Loans Interest & GFee Reimb.                | Inc  | 6,343            | 3,240            | <b>3,248</b>     |
| I032040                                  | Bank Interest                                  | Inc  | 10,000           | 4,998            | <b>1,407</b>     |
| I032045                                  | Reserves Interest                              | Inc  | 30,952           | 15,476           | <b>14,913</b>    |
| I032055                                  | Commissions & Recoups                          | Inc  | 700              | 0                | <b>0</b>         |
|  |  |      | <b>717,516</b>   | <b>358,525</b>   | <b>442,252</b>   |
| E032005                                  | Bank Fees and Charges                          | Exp  | (13,000)         | (6,498)          | <b>(6,643)</b>   |
| E032015                                  | Interest on Loans                              | Exp  | (37,824)         | (19,292)         | <b>(19,293)</b>  |
| E032030                                  | Audit Fees & Other Services                    | Exp  | (15,000)         | (10,000)         | <b>(6,202)</b>   |
| E032035                                  | Administration Allocated                       | Exp  | (105,014)        | (52,506)         | <b>(52,506)</b>  |
|  |  |      | <b>(170,838)</b> | <b>(88,296)</b>  | <b>(84,644)</b>  |
| <b>Total General Purpose Income</b>      |  |      | <b>3,170,464</b> | <b>2,799,967</b> | <b>2,873,856</b> |
| <b>Total General Purpose Expenditure</b> |  |      | <b>(403,619)</b> | <b>(203,117)</b> | <b>(205,893)</b> |
| <b>Governance</b>                        |  |      |                  |                  |                  |

| COA                                   | Description                      | Type | Annual Budget | YTD Budget | YTD Actual |
|---------------------------------------|----------------------------------|------|---------------|------------|------------|
| <b>Members of Council</b>             |                                  |      |               |            |            |
| I041020                               | Other Income Relating to Members | Inc  | 1,000         | 1,000      | 0          |
|                                       |                                  |      | 1,000         | 1,000      | 0          |
| E041005                               | Sitting Fees                     | Exp  | (18,750)      | (9,376)    | (10,625)   |
| E041010                               | Training                         | Exp  | (2,000)       | (1,000)    | (355)      |
| E041015                               | Members Travelling               | Exp  | (2,000)       | (1,000)    | (274)      |
| E041025                               | Election Expenses                | Exp  | (1,500)       | (1,500)    | 0          |
| E041030                               | Other Expenses                   | Exp  | (5,000)       | (2,502)    | (2,250)    |
| E041035                               | Conference Expenses              | Exp  | (12,000)      | (12,000)   | (10,138)   |
| E041040                               | Presidents Allowance             | Exp  | (12,000)      | (6,000)    | (6,000)    |
| E041045                               | Deputy Presidents Allowance      | Exp  | (3,000)       | (1,500)    | (1,500)    |
| E041055                               | Refreshments and Receptions      | Exp  | (14,000)      | (7,002)    | (7,195)    |
| E041060                               | Presentations                    | Exp  | (2,000)       | (1,002)    | (979)      |
| E041065                               | Insurance                        | Exp  | (9,413)       | (9,413)    | (9,413)    |
| E041070                               | Public Relations                 | Exp  | (500)         | (252)      | (311)      |
| E041075                               | Subscriptions                    | Exp  | (25,000)      | (25,000)   | (24,832)   |
| E041100                               | Administration Allocated         | Exp  | (100,605)     | (50,304)   | (50,304)   |
|                                       |                                  |      | (207,768)     | (127,851)  | (124,176)  |
| <b>Other Governance</b>               |                                  |      |               |            |            |
| I042030                               | Profit on Sale of Asset          | Inc  | 14,547        | 14,547     | 10,623     |
| I042045                               | Admin Reimbursements             | Inc  | 25,000        | 2,502      | 4,792      |
|                                       |                                  |      | 39,547        | 17,049     | 15,415     |
| E042005                               | Administration Salaries          | Exp  | (664,702)     | (332,351)  | (335,119)  |
| E042010                               | Administration Superannuation    | Exp  | (76,294)      | (38,147)   | (37,466)   |
| E042011                               | Loyalty Allowance                | Exp  | (6,647)       | (3,323)    | (2,935)    |
| E042012                               | Housing Allowance Admin          | Exp  | (16,840)      | (10,840)   | (12,340)   |
| E042015                               | Insurance                        | Exp  | (23,036)      | (23,036)   | (23,036)   |
| E042020                               | Staff Training                   | Exp  | (16,000)      | (7,998)    | (3,213)    |
| E042030                               | Printing & Stationery            | Exp  | (26,000)      | (13,002)   | (12,488)   |
| E042035                               | Phone, Fax & Modem               | Exp  | (14,000)      | (7,002)    | (3,699)    |
| E042040                               | Office Maintenance               | Exp  | (52,797)      | (28,262)   | (26,623)   |
| E042045                               | Advertising                      | Exp  | (8,000)       | (4,002)    | (2,895)    |
| E042050                               | Office Equipment Maintenance     | Exp  | (3,000)       | (1,500)    | (2,382)    |
| E042055                               | Postage & Freight                | Exp  | (4,000)       | (1,998)    | (1,850)    |
| E042060                               | Vehicle Running Expenses         | Exp  | (7,000)       | (3,498)    | (5,475)    |
| E042065                               | Legal Expenses                   | Exp  | (3,000)       | (1,500)    | (908)      |
| E042070                               | Garden Expenses                  | Exp  | (8,000)       | (3,996)    | (7,483)    |
| E042075                               | Conference & Training            | Exp  | (12,000)      | (6,000)    | (3,210)    |
| E042080                               | Computer Support                 | Exp  | (70,000)      | (60,002)   | (72,778)   |
| E042085                               | Other Expenses                   | Exp  | (1,000)       | (498)      | (216)      |
| E042090                               | Administration Allocated         | Exp  | (198,399)     | (99,198)   | (99,198)   |
| E042095                               | Fringe Benefits Tax              | Exp  | (12,000)      | (6,000)    | (10,992)   |
| E042100                               | Staff Uniforms                   | Exp  | (4,000)       | (1,998)    | (2,784)    |
| E042120                               | Depreciation - Other Governance  | Exp  | (60,000)      | (30,000)   | (31,788)   |
| E042125                               | Less Administration Allocated    | Exp  | 1,117,816     | 558,912    | 558,906    |
| E042155                               | Lease of Photocopier             | Exp  | (2,500)       | (1,248)    | (1,212)    |
|                                       |                                  |      | (171,399)     | (126,487)  | (141,184)  |
| <b>Total Governance Income</b>        |                                  |      | 40,547        | 18,049     | 15,415     |
| <b>Total Governance Expenditure</b>   |                                  |      | (379,167)     | (254,338)  | (265,359)  |
| <b>Law, Order &amp; Public Safety</b> |                                  |      |               |            |            |
| <b>Fire Prevention</b>                |                                  |      |               |            |            |
| I051010                               | BFB Operating Grant              | S    | 59,000        | 14,750     | 14,750     |
| I051015                               | Sale of Fire Maps                | Inc  | 300           | 150        | 91         |
| I051025                               | Reimbursements                   | Inc  | 12,000        | 12,000     | 14,536     |
| I051030                               | Bush Fire Infringements          | Inc  | 1,500         | 1,500      | 682        |

| COA     | Description   | Type | Annual Budget | YTD Budget | YTD Actual |
|---------|---|------|---------------|------------|------------|
| I051035 | ESL Admin Fee   | Inc  | 4,000         | 4,000      | 4,000      |
| I051070 | Other Bushfire Grants Income                            | Inc  | 0             | 0          | 114,800    |
| I051075 | SES Operating Grant                                     | S    | 26,934        | 6,734      | 6,748      |
|         |   |      | 103,734       | 39,134     | 155,607    |
| E051005 | BFB Operation Expenditure                               | Exp  | (59,000)      | (40,480)   | (30,869)   |
| E051010 | Communication Mtce                                      | Exp  | (4,000)       | (2,037)    | (1,686)    |
| E051015 | Advertising & Other Expenses                            | Exp  | (4,000)       | (4,000)    | (1,935)    |
| E051020 | Fire Fighting/Emergency Services Expenses               | Exp  | (4,000)       | (2,004)    | (1,424)    |
| E051025 | Town Block Burn Off                                     | Exp  | (5,000)       | (2,502)    | (8,820)    |
| E051040 | Other Bushfire Grants Expenditure                       | Exp  | (2,464)       | (2,464)    | (8,030)    |
| E051060 | SES Operation Expenditure                               | Exp  | (26,990)      | (14,828)   | (4,110)    |
| E051100 | Administration Allocated                                | Exp  | (58,433)      | (29,214)   | (29,214)   |
| E051190 | Depreciation - Fire Prevention                          | Exp  | (24,000)      | (12,000)   | (11,686)   |
|         |   |      | (187,887)     | (109,529)  | (97,774)   |
|         | <b>Animal Control</b>                                   |      |               |            |            |
| I052005 | Dog Fines and Fees                                      | Inc  | 7,500         | 3,750      | 3,435      |
| I052006 | Cat Fines and Fees                                      | Inc  | 300           | 150        | 0          |
| I052010 | Hire of Animal Traps                                    | Inc  | 50            | 50         | 18         |
| I052015 | Dog Registration  | Inc  | 8,000         | 5,998      | 5,661      |
| I052016 | Cat Registration  | Inc  | 1,000         | 752        | 486        |
| I052020 | Reimbursements  | Inc  | 500           | 250        | 0          |
|         |   |      | 17,350        | 10,950     | 9,600      |
| E052005 | Ranger Salary   | Exp  | (9,000)       | (4,500)    | (5,548)    |
| E052007 | Ranger Telephone  | Exp  | (1,200)       | (600)      | (491)      |
| E052010 | Pound Maintenance                                       | Exp  | (1,042)       | (526)      | (75)       |
| E052015 | Dog Control Insurance                                   | Exp  | (657)         | (657)      | (657)      |
| E052020 | Legal Fees  | Exp  | (500)         | (252)      | 0          |
| E052025 | Training & Conference                                   | Exp  | (2,000)       | (996)      | 0          |
| E052030 | Ranger Services Other                                   | Exp  | (30,000)      | (15,006)   | (19,349)   |
| E052035 | Administration Allocated                                | Exp  | (25,781)      | (12,888)   | (12,888)   |
| E052190 | Depreciation - Animal Control                           | Exp  | (1,600)       | (798)      | (829)      |
|         |   |      | (71,780)      | (36,223)   | (39,837)   |
|         | <b>Other Law, Order &amp; Public Safety</b>             |      |               |            |            |
| I053005 | Abandoned Vehicles/Fines                                | Inc  | 50            | 50         | 0          |
| I053040 | Safer Wagin Income                                      | Inc  | 15,000        | 10,000     | 10,293     |
|         |   |      | 15,050        | 10,050     | 10,293     |
| E053005 | Abandoned Vehicles                                      | Exp  | (800)         | (402)      | 0          |
| E053040 | Safer Wagin Expenditure                                 | Exp  | (500)         | (252)      | (91)       |
| E053045 | CCTV & Security   | Exp  | (14,500)      | (7,248)    | (3,919)    |
| E053055 | Mosquito Control  | Exp  | (12,000)      | (6,000)    | (8,241)    |
|         |   |      | (27,800)      | (13,902)   | (12,251)   |
|         | <b>Total Law, Order &amp; Public Safety Income</b>      |      | 136,134       | 60,134     | 175,499    |
|         | <b>Total Law, Order &amp; Public Safety Expenditure</b> |      | (287,467)     | (159,654)  | (149,862)  |
|         | <b>Health</b>   |      |               |            |            |
|         | <b>Maternal &amp; Infant Health</b>                     |      |               |            |            |
| E071005 | Medical Centre Mtce - Infant Health Centre              | Exp  | (11,839)      | (5,916)    | (2,930)    |
|         |   |      | (11,839)      | (5,916)    | (2,930)    |
|         | <b>Preventative Services - Admin &amp; Inspections</b>  |      |               |            |            |
| I074005 | Food Licences & Fees                                    | Inc  | 1,300         | 648        | 506        |
| I074015 | Contrib. Regional Health Scheme                         | Inc  | 62,000        | 31,000     | 33,336     |
|         |   |      | 63,300        | 31,648     | 33,842     |

| COA     | Description                                | Type | Annual Budget | YTD Budget | YTD Actual |
|---------|--|------|---------------|------------|------------|
| E074005 | EHO Salary                                 | Exp  | (99,290)      | (49,647)   | (45,519)   |
| E074010 | EHO Superannuation                         | Exp  | (9,645)       | (4,823)    | (4,833)    |
| E074015 | Other Control Expenses                     | Exp  | (10,000)      | (6,041)    | (3,773)    |
| E074020 | EHO/Building Surveyor Vehicle Expenses     | Exp  | (8,000)       | (4,186)    | (3,573)    |
| E074030 | Conferences & Training                     | Exp  | (3,000)       | (1,500)    | (4,117)    |
| E074035 | Loss on Sale of Asset                      | Exp  | (668)         | (668)      | (7,470)    |
| E074100 | Administration Allocated                   | Exp  | (27,329)      | (13,662)   | (13,662)   |
| E074190 | Depreciation - Prevent Services            | Exp  | (5,000)       | (2,502)    | (1,989)    |
|         |  |      | (162,932)     | (83,029)   | (84,936)   |
|         | <b>Other Health</b>                        |      |               |            |            |
| I076010 | Rent - Medical Centre-Dentist              | Inc  | 4,188         | 2,094      | 1,904      |
| I076015 | Reimbursements - IPN Medical               | Inc  | 1,000         | 0          | 0          |
| I076020 | Meeting Room Fees                          | Inc  | 2,500         | 1,248      | 1,215      |
| I076040 | Reimbursements - Dr Norris                 | Inc  | 500           | 0          | 0          |
|         |  |      | 8,188         | 3,342      | 3,119      |
| E076020 | Medical Centre Mtce - Dr & Dentist Surgery | Exp  | (11,549)      | (6,556)    | (5,164)    |
| E076025 | Depreciation - Other Health                | Exp  | (20,000)      | (10,002)   | (10,418)   |
| E076030 | Doctors Vehicle Mtce                       | Exp  | (2,500)       | (1,522)    | (1,473)    |
| E076040 | IPN Medical Services                       | Exp  | (46,665)      | (23,332)   | 0          |
|         |  |      | (80,714)      | (41,412)   | (17,055)   |
|         | <b>Health - Preventative Services</b>      |      |               |            |            |
| E077010 | Analytical Expenses                        | Exp  | (460)         | (460)      | (459)      |
|         |  |      | (460)         | (460)      | (459)      |
|         | <b>Total Health Income</b>                 |      | 71,488        | 34,990     | 36,961     |
|         | <b>Total Health Expenditure</b>            |      | (255,945)     | (130,817)  | (105,379)  |
|         | <b>Education &amp; Welfare</b>             |      |               |            |            |
|         | <b>Pre Schools</b>                         |      |               |            |            |
| I083035 | Day Care Lease                             | Exp  | 8,208         | 4,104      | 3,983      |
| I083036 | Day Care Reimbursements                    | Exp  | 5,000         | 2,499      | 1,350      |
|         |  |      | 13,208        | 6,603      | 5,333      |
| E080010 | Kindegarten Maintenance (Daycare)          | Exp  | (10,970)      | (5,977)    | (4,280)    |
| E080190 | Depreciation - Pre-Schools                 | Exp  | (5,000)       | (2,502)    | (2,727)    |
|         |  |      | (15,970)      | (8,479)    | (7,007)    |
|         | <b>Other Education</b>                     |      |               |            |            |
| E081030 | Contribution - Wagin Youth Care            | Exp  | (2,200)       | (2,200)    | (2,200)    |
|         |  |      | (2,200)       | (2,200)    | (2,200)    |
|         | <b>HACC Program</b>                        |      |               |            |            |
| I082010 | HACC Recurrent Grant                       | Inc  | 338,606       | 169,303    | 225,144    |
| I082015 | Meals on Wheels                            | Inc  | 20,000        | 10,002     | 7,143      |
| I082020 | HACC Fee for Service                       | Inc  | 35,000        | 17,502     | 14,898     |
|         |  |      | 393,606       | 196,807    | 247,185    |
| E082010 | Co-ordinator Salary                        | Exp  | (65,000)      | (32,500)   | (32,302)   |
| E082015 | Home Mtce Salary                           | Exp  | (21,000)      | (10,498)   | (11,115)   |
| E082020 | Respite Salaries                           | Exp  | (1,200)       | (600)      | 0          |
| E082025 | Home Help Salaries                         | Exp  | (145,000)     | (72,500)   | (73,298)   |
| E082030 | Superannuation                             | Exp  | (20,000)      | (9,998)    | (10,063)   |
| E082035 | Other Expenses                             | Exp  | (3,000)       | (1,500)    | (1,581)    |
| E082040 | Travelling - Mileage                       | Exp  | (18,000)      | (9,000)    | (9,748)    |
| E082045 | Staff Training                             | Exp  | (2,000)       | (1,002)    | 0          |
| E082050 | Staff Training Salaries                    | Exp  | (3,000)       | (1,500)    | 0          |
| E082055 | Subscriptions                              | Exp  | (5,000)       | (3,252)    | (2,328)    |



| COA  | Description                     | Type | Annual Budget | YTD Budget | YTD Actual |
|--|---------------------------------|------|---------------|------------|------------|
| E082060  | Telephone & Postage             | Exp  | (3,000)       | (1,500)    | (1,135)    |
| E082065  | Advertising & Stationery        | Exp  | (500)         | (252)      | 0          |
| E082070  | Insurance                       | Exp  | (6,133)       | (6,133)    | (6,133)    |
| E082075  | Office Accommodation            | Exp  | (36,000)      | (18,000)   | (18,000)   |
| E082080  | Plant & Equipment Mtce          | Exp  | (9,000)       | (5,555)    | (6,737)    |
| E082085  | Consumable Supplies             | Exp  | (5,000)       | (2,502)    | (789)      |
| E082090  | Expenditure from Donations      | Exp  | (4,273)       | (2,136)    | (736)      |
| E082100  | Administration Allocated        | Exp  | (30,290)      | (15,144)   | (15,144)   |
| E082110  | Meals on Wheels Expenditure     | Exp  | (24,000)      | (12,000)   | (9,777)    |
| E082130  | HACC Growth Funding Expenditure | Exp  | (22,500)      | (11,244)   | (1,326)    |
| E082190  | Depreciation - HACC             | Exp  | (12,000)      | (6,000)    | (12,788)   |
|  |                                 |      | (435,896)     | (222,816)  | (213,000)  |
| <b>Other Welfare</b>                             |                                 |      |               |            |            |
| I083010  | Wagin Frail Aged Reimb          | Inc  | 6,952         | 6,952      | 3,476      |
|  |                                 |      | 6,952         | 6,952      | 3,476      |
| E083010  | Wagin Frail Aged Exp            | Exp  | (6,952)       | (6,952)    | (6,952)    |
| E083020  | Comm. Aged Care Expenses        | Exp  | (39,479)      | (19,740)   | (85)       |
|  |                                 |      | (46,431)      | (26,692)   | (7,037)    |
| <b>Total Education &amp; Welfare Income</b>      |                                 |      | 413,766       | 210,362    | 255,994    |
| <b>Total Education &amp; Welfare Expenditure</b> |                                 |      | (500,497)     | (260,187)  | (229,245)  |
| <b>Community Amenities</b>                       |                                 |      |               |            |            |
| <b>Sanitation - Household Refuse</b>             |                                 |      |               |            |            |
| I101005  | Domestic Collection             | Inc  | 240,400       | 240,400    | 237,895    |
| I102020  | Refuse Site Fees                | Inc  | 20,000        | 10,002     | 8,692      |
|  |                                 |      | 260,400       | 250,402    | 246,587    |
| E101005  | Domestic Refuse Collection      | Exp  | (76,733)      | (38,364)   | (21,293)   |
| E101010  | Recycling Pick-Up               | Exp  | (62,530)      | (31,266)   | (30,589)   |
| E101015  | Refuse Site Mtce                | Exp  | (111,520)     | (55,804)   | (82,829)   |
| E101025  | Refuse Site Attendant           | Exp  | 0             | 0          | (1,212)    |
|  |                                 |      | (250,783)     | (125,434)  | (135,923)  |
| <b>Sanitation - Other</b>                        |                                 |      |               |            |            |
| I102002  | Commercial Collection Charges   | Inc  | 64,000        | 64,000     | 64,000     |
| I102005  | Reimbursement Drummuster        | Inc  | 4,000         | 0          | 0          |
| I102010  | Charges Bulk Rubbish            | Inc  | 13,800        | 6,900      | 7,169      |
|  |                                 |      | 81,800        | 70,900     | 71,169     |
| E102005  | Commercial Collection           | Exp  | 0             | 0          | (6,464)    |
| E102010  | Bulk Rubbish Collection         | Exp  | (13,800)      | (6,900)    | (7,271)    |
| E101020  | Chemical Drum Disposal Costs    | Exp  | (5,500)       | 0          | 0          |
| E102190  | Depreciation - Sanitation       | Exp  | (7,000)       | (3,498)    | (4,284)    |
|  |                                 |      | (26,300)      | (10,398)   | (18,019)   |
| <b>Sewerage</b>                                  |                                 |      |               |            |            |
| I104005  | Septic Tank Fees                | Inc  | 500           | 500        | 215        |
|  |                                 |      | 500           | 500        | 215        |
| E104005  | Sewerage Treatment Plant        | Exp  | (500)         | (266)      | (29)       |
|  |                                 |      | (500)         | (266)      | (29)       |
| <b>Regional Refuse Group</b>                     |                                 |      |               |            |            |
| E102007  | Regional Refuse Group Expenses  | Exp  | 0             | 0          | (25,930)   |
|  |                                 |      | 0             | 0          | (25,930)   |
| <b>Town Planning</b>                             |                                 |      |               |            |            |

| COA     | Description                                  | Type | Annual Budget | YTD Budget | YTD Actual |
|---------|--|------|---------------|------------|------------|
| I106005 | Planning Fees                                | Inc  | 3,000         | 1,500      | 1,779      |
|         |  |      | 3,000         | 1,500      | 1,779      |
| E106005 | Town Planning Expenses                       | Exp  | (25,000)      | (12,498)   | (16,888)   |
| E106100 | Administration Allocated                     | Exp  | (30,485)      | (15,240)   | (15,240)   |
|         |  |      | (55,485)      | (27,738)   | (32,128)   |
|         | <b>Other Community Amenities</b>             |      |               |            |            |
| I107005 | Cemetery Fees                                | Inc  | 15,000        | 7,500      | 4,696      |
| I107010 | Community Bus Income                         | Inc  | 4,000         | 1,998      | 2,456      |
| I107025 | Other Community Amenities Contributions      | Inc  | 8,000         | 8,000      | 0          |
|         |  |      | 27,000        | 17,498     | 7,152      |
| E107005 | Cemetery Mtce                                | Exp  | (24,020)      | (12,035)   | (17,515)   |
| E107010 | Public Convenience Mtce                      | Exp  | (56,965)      | (28,797)   | (29,703)   |
| E107015 | Community Bus Operating                      | Exp  | (4,000)       | (2,645)    | (1,347)    |
| E107100 | Administration Allocated                     | Exp  | (61,233)      | (30,618)   | (30,618)   |
| E107190 | Depreciation - Other Comm Amenities          | Exp  | (43,000)      | (21,498)   | (19,683)   |
|         |  |      | (189,218)     | (95,593)   | (98,866)   |
|         | <b>Total Community Amenities Income</b>      |      | 372,700       | 340,800    | 326,901    |
|         | <b>Total Community Amenities Expenditure</b> |      | (522,286)     | (259,429)  | (310,894)  |
|         | <b>Recreation &amp; Culture</b>              |      |               |            |            |
|         | <b>Public Halls &amp; Civic Centres</b>      |      |               |            |            |
| I111005 | Town Hall Hire                               | Inc  | 2,000         | 1,002      | 418        |
| I111010 | Reimbursements                               | Inc  | 100           | 100        | 0          |
| I111015 | Town Hall Lease -L Piesse                    | Inc  | 4,632         | 2,316      | 2,098      |
|         |  |      | 6,732         | 3,418      | 2,516      |
| E111005 | Town Hall Mtce                               | Exp  | (22,091)      | (12,970)   | (12,316)   |
| E111010 | Other Halls Mtce                             | Exp  | (6,000)       | (3,163)    | (1,925)    |
| E111190 | Depreciation - Public Halls                  | Exp  | (53,000)      | (26,502)   | (26,395)   |
|         |  |      | (81,091)      | (42,635)   | (40,636)   |
|         | <b>Swimming Pool</b>                         |      |               |            |            |
| I112010 | Swimming Pool Admission                      | Inc  | 38,000        | 15,200     | 18,727     |
| I112015 | Swimming Pool Miscellaneous Income           | Inc  | 100           | 100        | 136        |
| I112020 | Reimbursements                               | Inc  | 600           | 600        | 136        |
|         |  |      | 38,700        | 15,900     | 18,999     |
| E112005 | Pool Staff Salary                            | Exp  | (72,000)      | (28,800)   | (17,724)   |
| E112010 | Superannuation                               | Exp  | (6,200)       | (2,480)    | (1,652)    |
| E112015 | Swimming Pool Maintenance                    | Exp  | (122,540)     | (65,293)   | (55,569)   |
| E112020 | Swimming Pool Other Expenses                 | Exp  | (5,000)       | (3,489)    | (3,705)    |
| E112190 | Depreciation - Swimming Pools                | Exp  | (44,000)      | (21,996)   | (20,749)   |
|         |  |      | (249,740)     | (122,058)  | (99,399)   |
|         | <b>Other Recreation &amp; Sport</b>          |      |               |            |            |
| I113005 | Sportsground Rental                          | Inc  | 7,719         | 2,424      | 2,424      |
| I113015 | Power Reimbursements                         | Inc  | 7,000         | 3,498      | 915        |
| I113020 | Recreation Centre Hire                       | Inc  | 10,000        | 4,998      | 3,485      |
| I113025 | Reimbursements Other                         | Inc  | 100           | 100        | 0          |
| I113030 | Rec Centre Equipment Contributions           | Inc  | 1,800         | 0          | 0          |
| I113035 | Sporting Club Leases                         | Inc  | 50            | 50         | 50         |
| I113040 | Other Recreation & Sport Contributions       | Inc  | 8,200         | 8,200      | 0          |
| I113055 | Eric Farrow Pavillion Hire                   | Inc  | 3,000         | 1,500      | 518        |
| I113065 | Community Gym Membership                     | Inc  | 7,000         | 1,002      | 7,764      |
|         |  |      | 44,869        | 21,772     | 15,156     |

| COA   | Description                                 | Type | Annual Budget | YTD Budget | YTD Actual |
|---|---|------|---------------|------------|------------|
| E113005   | Sportsground Mtce                           | Exp  | (101,050)     | (50,776)   | (45,675)   |
| E113010   | Sportsground Building Mtce                  | Exp  | (21,927)      | (14,589)   | (13,387)   |
| E113015   | Wetlands Park Mtce                          | Exp  | (58,282)      | (29,363)   | (24,134)   |
| E113020   | Parks & Gardens Mtce                        | Exp  | (53,542)      | (26,772)   | (31,481)   |
| E113025   | Puntapin Rock Mtce                          | Exp  | (3,030)       | (1,512)    | (1,010)    |
| E113030   | Recreation Centre Mtce                      | Exp  | (46,733)      | (27,637)   | (23,090)   |
| E113035   | Rec Staff Salaries                          | Exp  | (20,000)      | (10,002)   | (11,270)   |
| E113040   | Superannuation                              | Exp  | (2,000)       | (1,002)    | (1,409)    |
| E113045   | Other Expenses                              | Exp  | (2,000)       | (1,329)    | (939)      |
| E113050   | Norring Lake Mtce                           | Exp  | (3,037)       | (1,519)    | (1,658)    |
| E113065   | Eric Farrow Pavilion Mtce                   | Exp  | (20,277)      | (11,258)   | (8,541)    |
| E113070   | Rec Centre Sports Equipment                 | Exp  | (3,500)       | (1,752)    | (1,299)    |
| E113095   | Community Gym Expenditure                   | Exp  | (5,000)       | (2,496)    | (3,368)    |
| E113100   | Administration Allocated                    | Exp  | (102,322)     | (51,162)   | (51,162)   |
| E113190   | Depreciation - Other Rec & Sport            | Exp  | (187,000)     | (93,510)   | (89,874)   |
|   |   |      | (629,700)     | (324,679)  | (308,297)  |
| <b>Library</b>  |   |      |               |            |            |
| I115005   | Lost Books                                  | Inc  | 50            | 50         | 0          |
| I115010   | Reimbursements                              | Inc  | 100           | 100        | 2,509      |
|   |   |      | 150           | 150        | 2,509      |
| E115005   | Library Staff Salaries                      | Exp  | (50,000)      | (25,002)   | (23,487)   |
| E115015   | Library Building Mtce                       | Exp  | (10,960)      | (5,677)    | (4,701)    |
| E115020   | Library Other Expenses                      | Exp  | (7,560)       | (4,286)    | (4,340)    |
| E115190   | Depreciation - Libraries                    | Exp  | (1,600)       | (798)      | (780)      |
|   |   |      | (70,120)      | (35,763)   | (33,308)   |
| <b>Other Culture</b>                                  |   |      |               |            |            |
| I116035   | Long Table Experience Income                | Cont | 25,000        | 25,000     | 27,582     |
| I119015   | Contribution to Woolorama                   | Cont | 1,000         | 0          | 0          |
| I119020   | Reimbursements                              | Reim | 100           | 0          | 0          |
| I119030   | Community Events Income                     | Inc  | 20,000        | 20,000     | 1,364      |
| I119031   | Other Culture Grant Funds                   | Inc  | 1,000         | 0          | 8,717      |
|   |   |      | 47,100        | 45,000     | 37,663     |
| E116005   | Subsidy Woolorama Committee                 | Exp  | (500)         | (500)      | (500)      |
| E116010   | Woolorama Costs & Maintenance               | Exp  | (60,851)      | (15,333)   | (4,071)    |
| E116015   | Community Centre Mtce                       | Exp  | (7,798)       | (4,192)    | (6,779)    |
| E116020   | Historical Village                          | Exp  | (3,304)       | (2,230)    | (1,721)    |
| E116035   | Long Table Experience Expenditure           | Exp  | (25,000)      | (25,000)   | (27,421)   |
| E116045   | Community Development Events                | Exp  | (21,800)      | (10,908)   | (25,266)   |
| E116046   | Community Development Equipment Maintenance | Exp  | (500)         | (252)      | 0          |
| E116055   | Other Culture Grant Funds Exp               | Exp  | (2,500)       | (2,500)    | (2,341)    |
| E116190   | Depreciation - Other Culture                | Exp  | (110)         | (54)       | (1,311)    |
|   |   |      | (122,363)     | (60,969)   | (69,410)   |
| <b>Total Recreation &amp; Culture Income</b>          |   |      | 137,551       | 86,240     | 76,843     |
| <b>Total Recreation &amp; Culture Expenditure</b>     |   |      | (1,153,014)   | (586,104)  | (551,051)  |
| <b>Transport</b>                                      |   |      |               |            |            |
| <b>Streets Roads Bridges &amp; Depot Construction</b> |   |      |               |            |            |
| I121005   | Direct Road Grants                          | Inc  | 68,247        | 68,247     | 110,921    |
| I121010   | Road Project Grants                         | Inc  | 300,605       | 240,484    | 123,042    |
| I121015   | Roads to Recovery Grant                     | Inc  | 222,056       | 148,038    | 0          |
| I121025   | Contribution - St Lighting                  | Inc  | 3,500         | 0          | 0          |
| I147125   | Storm Damage Reimbursements                 | Inc  | 1,013,960     | 1,013,960  | 315,954    |
|   |   |      | 1,608,368     | 1,470,729  | 549,917    |
| <b>Streets Roads Bridges &amp; Depot Maintenance</b>  |   |      |               |            |            |

| COA                                 | Description                        | Type | Annual Budget | YTD Budget | YTD Actual  |
|-------------------------------------|------------------------------------|------|---------------|------------|-------------|
| I122055                             | Diesel Fuel Rebate Income          | Inc  | 50,000        | 25,002     | 24,631      |
|                                     |                                    |      | 50,000        | 25,002     | 24,631      |
| E122005                             | Road Maintenance                   | Exp  | (100,000)     | (49,998)   | (63,229)    |
| E122006                             | Maintenance Grading                | Exp  | (150,000)     | (75,006)   | (110,999)   |
| E122007                             | Rural Tree Pruning                 | Exp  | (70,000)      | (34,998)   | (47,354)    |
| E122008                             | Rural Spraying                     | Exp  | (15,000)      | (7,500)    | (11,097)    |
| E122009                             | Town Site Spraying                 | Exp  | (30,000)      | (15,000)   | (26,248)    |
| E122010                             | Depot Mtce                         | Exp  | (22,277)      | (11,565)   | (11,147)    |
| E122011                             | Town Reserve & Verg Mtce           | Exp  | (2,000)       | (1,002)    | (1,795)     |
| E122012                             | Bridge & Drainage Mtce             | Exp  | (22,500)      | (11,256)   | (3,136)     |
| E122015                             | Rural Numbering                    | Exp  | (100)         | (42)       | 0           |
| E122025                             | Street Cleaning                    | Exp  | (43,000)      | (21,504)   | (21,208)    |
| E122030                             | Street Trees                       | Exp  | (50,000)      | (24,996)   | (46,851)    |
| E122035                             | Traffic & Street Signs Mtce        | Exp  | (7,000)       | (3,504)    | (2,549)     |
| E122045                             | Townscape                          | Exp  | (19,600)      | (9,827)    | (20,689)    |
| E122050                             | Crossovers                         | Exp  | (500)         | (252)      | 0           |
| E122055                             | RoMan Data Collection              | Exp  | (12,000)      | (9,000)    | (5,968)     |
| E122060                             | Street Lighting                    | Exp  | (67,721)      | (33,858)   | (26,883)    |
| E122090                             | Graffiti Removal                   | Exp  | (1,000)       | (504)      | 0           |
| E122100                             | Administration Allocated           | Exp  | (42,933)      | (21,468)   | (21,468)    |
| E122190                             | Depreciation - Roads               | Exp  | (556,000)     | (277,998)  | (803,647)   |
| E147120                             | Storm Damage - Not Claimable       | Exp  | 0             | 0          | (2,277)     |
|                                     |                                    |      | (1,211,631)   | (609,278)  | (1,226,545) |
| <b>Road Plant Purchases</b>         |                                    |      |               |            |             |
| I122100                             | Profit on Sale of Asset            | Inc  | 22,586        | 22,586     | 0           |
|                                     |                                    |      | 22,586        | 22,586     | 0           |
| <b>Aerodrome</b>                    |                                    |      |               |            |             |
| I126015                             | Aerodrome Reimbursements           | Inc  | 10,689        | 10,689     | 50          |
| I126020                             | Aerodrome Hangar Lease             | Inc  | 6,516         | 3,666      | 4,658       |
|                                     |                                    |      | 17,205        | 14,355     | 4,708       |
| E126005                             | Aerodrome Maintenance              | Exp  | (7,143)       | (3,918)    | (8,851)     |
| E126190                             | Depreciation - Aerodromes          | Exp  | (25,000)      | (12,498)   | (1,022)     |
|                                     |                                    |      | (32,143)      | (16,416)   | (9,873)     |
| <b>Total Transport Income</b>       |                                    |      | 1,698,159     | 1,532,672  | 579,256     |
| <b>Total Transport Expenditure</b>  |                                    |      | (1,243,774)   | (625,694)  | (1,236,416) |
| <b>Economic Services</b>            |                                    |      |               |            |             |
| <b>Rural Services</b>               |                                    |      |               |            |             |
| I131020                             | Landcare Reimbursements            | Inc  | 700           | 348        | 38,298      |
|                                     |                                    |      | 700           | 348        | 38,298      |
| E131020                             | Landcare                           | Exp  | (25,700)      | (348)      | (38,298)    |
| E131030                             | Rural Towns Program                | Exp  | (25,000)      | (12,599)   | (12,016)    |
| E131100                             | Administration Allocated           | Exp  | (12,435)      | (6,216)    | (6,216)     |
| E131140                             | Water Management Plan / Harvesting | Exp  | (5,000)       | (2,521)    | (2,707)     |
| E131190                             | Depreciation - Rural Services      | Exp  | (1,400)       | (702)      | (517)       |
|                                     |                                    |      | (69,535)      | (22,386)   | (59,754)    |
| <b>Tourism &amp; Area Promotion</b> |                                    |      |               |            |             |
| I132005                             | Caravan Park Fees                  | Inc  | 65,000        | 32,502     | 40,206      |
| I132010                             | Reimbursements                     | Inc  | 1,000         | 498        | 21          |
| I132015                             | RV Area Fees                       | Inc  | 8,000         | 4,002      | 8,818       |
| I132035                             | Tourism Income                     | Inc  | 0             | 0          | 7,228       |
|                                     |                                    |      | 74,000        | 37,002     | 56,273      |

| COA  | Description                            | Type | Annual Budget | YTD Budget | YTD Actual |
|--|--|------|---------------|------------|------------|
| E132015                                    | Caravan Park Manager Salary            | Exp  | (21,917)      | (11,228)   | (11,982)   |
| E132020                                    | Caravan Park Mtce                      | Exp  | (50,926)      | (25,690)   | (25,884)   |
| E132025                                    | Subsidy Historic Village               | Exp  | (8,350)       | (8,350)    | (8,350)    |
| E132035                                    | RV Area Maintenance                    | Exp  | 0             | 0          | (9,015)    |
| E132040                                    | Tourism Promotion & Subscripts         | Exp  | (15,000)      | (7,500)    | (2,781)    |
| E132050                                    | Administration Allocated               | Exp  | (55,994)      | (27,996)   | (27,996)   |
| E132190                                    | Depreciation - Tourism                 | Exp  | (7,000)       | (3,498)    | (3,033)    |
|  |  |      | (159,187)     | (84,262)   | (89,041)   |
| <b>Building Control</b>                    |  |      |               |            |            |
| I133005                                    | Building Licenses                      | Inc  | 8,000         | 4,002      | 1,059      |
|  |  |      | 8,000         | 4,002      | 1,059      |
| <b>Other Economic Services</b>             |  |      |               |            |            |
| I134005                                    | Water Sales                            | Inc  | 7,000         | 3,498      | 2,419      |
|  |  |      | 7,000         | 3,498      | 2,419      |
| E134005                                    | Water Supply - Standpipes              | Exp  | (12,000)      | (6,006)    | (5,223)    |
| E134190                                    | Depreciation - Other Economic Services | Exp  | (1,600)       | (798)      | 0          |
|  |  |      | (13,600)      | (6,804)    | (5,223)    |
| <b>Total Economic Services Income</b>      |  |      | 89,700        | 44,850     | 98,050     |
| <b>Total Economic Services Expenditure</b> |  |      | (242,322)     | (113,452)  | (154,018)  |
| <b>Other Property &amp; Services</b>       |  |      |               |            |            |
| <b>Private Works</b>                       |  |      |               |            |            |
| I141005                                    | Private Works Income                   | Inc  | 50,000        | 25,002     | 4,441      |
|  |  |      | 50,000        | 25,002     | 4,441      |
| E141005                                    | Private Works                          | Exp  | (30,000)      | (14,994)   | (1,087)    |
| E141100                                    | Administration Allocated               | Exp  | (7,763)       | (3,882)    | (3,882)    |
|  |  |      | (37,763)      | (18,876)   | (4,969)    |
| <b>Public Works Overheads</b>              |  |      |               |            |            |
| I143020                                    | Reimbursements                         | Inc  | 100           | 100        | 171        |
|  |  |      | 100           | 100        | 171        |
| E143005                                    | Engineering Salaries                   | Exp  | (91,169)      | (45,582)   | (43,672)   |
| E143007                                    | Engineering Administration Salaries    | Exp  | (55,292)      | (27,648)   | (27,659)   |
| E143009                                    | Housing Allowance Works                | Exp  | (18,000)      | (15,000)   | (13,390)   |
| E143015                                    | CEO's Salary Allocation                | Exp  | (52,675)      | (26,340)   | (26,757)   |
| E143020                                    | Engineering Superannuation             | Exp  | (93,196)      | (46,596)   | (45,715)   |
| E143025                                    | Engineering - Other Expenses           | Exp  | (3,000)       | (1,506)    | (4,165)    |
| E143030                                    | Sick Holiday & Allowances Pay          | Exp  | (170,000)     | (85,002)   | (93,258)   |
| E143045                                    | Insurance on Works                     | Exp  | (30,281)      | (30,281)   | (29,076)   |
| E143050                                    | Protective Clothing                    | Exp  | (9,000)       | (4,500)    | (2,850)    |
| E143055                                    | Fringe Benefits                        | Exp  | (1,000)       | 0          | 0          |
| E143060                                    | CEO's Vehicle Allocation               | Exp  | (1,000)       | (498)      | (439)      |
| E143065                                    | MOW - Vehicle Expenses                 | Exp  | (5,000)       | (2,496)    | (4,921)    |
| E143075                                    | Telephone Expenses                     | Exp  | (2,500)       | (1,248)    | (787)      |
| E143080                                    | Staff Licenses                         | Exp  | (585)         | (294)      | (417)      |
| E143085                                    | Safety Equipment & Meetings            | Exp  | (5,000)       | (2,502)    | (441)      |
| E143090                                    | Conferences & Courses                  | Exp  | (2,000)       | (1,002)    | 0          |
| E143095                                    | Staff Training                         | Exp  | (16,000)      | (8,004)    | (2,975)    |
| E143105                                    | Administration Allocated               | Exp  | (5,750)       | (2,874)    | (2,874)    |
| E143200                                    | LESS PWOH ALLOCATED                    | Exp  | 561,448       | 301,373    | 290,440    |
|  |  |      | 0             | 0          | (8,956)    |
| <b>Plant Operation Costs</b>               |  |      |               |            |            |
| I144005                                    | Sale of Scrap                          | Inc  | 1,500         | 750        | 0          |

| COA     | Description  | Type | Annual Budget      | YTD Budget         | YTD Actual         |
|---------|--|------|--------------------|--------------------|--------------------|
| I144010 | Reimbursements   | Inc  | 5,000              | 2,502              | 11,224             |
|         |  |      | 6,500              | 3,252              | 11,224             |
| E144010 | Fuel & Oils  | Exp  | (130,000)          | (64,998)           | (74,147)           |
| E144020 | Tyres & Tubes  | Exp  | (20,000)           | (10,002)           | (11,198)           |
| E144030 | Parts & Repairs  | Exp  | (50,000)           | (25,002)           | (24,675)           |
| E144040 | Plant Repair - Wages                                   | Exp  | (55,000)           | (27,498)           | (17,952)           |
| E144050 | Insurance and Licences                                 | Exp  | (30,000)           | (30,000)           | (26,325)           |
| E144060 | Expendable Tools-Consumables only                      | Exp  | (10,000)           | (4,998)            | (6,411)            |
| E144075 | Minor Plant & Equipment <\$3000                        | Exp  | (8,000)            | (4,002)            | (2,384)            |
| E144200 | LESS POC ALLOCATED-PROJECTS                            | Exp  | 303,000            | 166,500            | 190,846            |
|         |  |      | 0                  | 0                  | 27,754             |
|         | <b>Salaries &amp; Wages</b>                            |      |                    |                    |                    |
| E146010 | Gross Salaries, Allowances & Super                     | Exp  | (2,234,563)        | (1,117,284)        | (1,207,627)        |
| E146200 | Less Sal , Allow, Super Allocated                      | Exp  | 2,234,563          | 1,117,290          | 1,207,627          |
|         |  |      | 0                  | 6                  | 0                  |
|         | <b>Unclassified</b>                                    |      |                    |                    |                    |
| I147005 | Commission - Vehicle Licensing                         | Inc  | 48,000             | 24,000             | 20,749             |
| I147050 | Council Staff Housing Rental                           | Inc  | 28,000             | 13,998             | 12,360             |
| I147065 | Insurance Reimbursement                                | Inc  | 0                  | 0                  | 2,555              |
| I147070 | Council Housing Reimbursements                         | Inc  | 1,500              | 750                | 1,480              |
| I147120 | Charge on Private use of Shire Vehicle                 | Inc  | 3,120              | 1,560              | 1,440              |
| I147121 | Reimbursement - Community Requests                     | Inc  | 0                  | 0                  | 515                |
|         |  |      | 80,620             | 40,308             | 39,099             |
| E147015 | Community Requests & Events - CEO Allocation           | Exp  | (6,500)            | (3,252)            | (5,187)            |
| E147035 | Banking Errors   | Exp  | 0                  | 0                  | (116)              |
| E147050 | Council Housing Maintenance                            | Exp  | (65,320)           | (35,589)           | (24,109)           |
| E147055 | Consultants  | Exp  | (40,000)           | (19,998)           | 0                  |
| E147070 | 4WD Resource Sharing Group                             | Exp  | (4,500)            | (2,250)            | (2,051)            |
| E147090 | Building Maintenance                                   | Exp  | (10,000)           | (5,597)            | (4,716)            |
| E147100 | Administration Allocated                               | Exp  | (161,734)          | (80,874)           | (80,874)           |
| E147115 | Occupational Health & Safety (OHS)                     | Exp  | (5,000)            | (2,502)            | (2,116)            |
| E147130 | Depreciation - Unclassified                            | Exp  | (26,000)           | (12,996)           | (12,534)           |
| E147150 | Community Requests Budget                              | Exp  | (14,000)           | (6,996)            | (4,136)            |
| E147151 | Community Donations/Sponsorship                        | Exp  | (3,500)            | (1,752)            | (2,000)            |
|         |  |      | (336,554)          | (171,806)          | (137,839)          |
|         | <b>Total Other Property &amp; Services Income</b>      |      | 137,220            | 68,662             | 54,936             |
|         | <b>Total Other Property &amp; Services Expenditure</b> |      | (374,317)          | (190,676)          | (124,010)          |
|         | <b>Total Income</b>                                    |      | <b>6,267,729</b>   | <b>5,196,725</b>   | <b>4,493,711</b>   |
|         | <b>Total Expenditure</b>                               |      | <b>(5,362,408)</b> | <b>(2,783,468)</b> | <b>(3,332,127)</b> |
|         | <b>Net Deficit (Surplus)</b>                           |      | <b>905,321</b>     | <b>2,413,257</b>   | <b>1,161,584</b>   |

**SHIRE OF WAGIN  
STATEMENT OF PAYMENTS  
FOR THE PERIOD ENDED 31 DECEMBER 2018**

| Payment                                   | Date       | Name                                  | Description  | Amount      |
|---|------------|---------------------------------------|--|-------------|
| <b>Municipal Account List of Payments</b> |            |                                       |  |             |
| <b>EFT Payments</b>                       |            |                                       |  |             |
| EFT7710                                   | 6/12/2018  | Afgr Equipment Australia Pty Ltd      | Spindle & sheaves for P22 Mower & 3mm Rubber for Sportsground Oval   | (473.68)    |
| EFT7711                                   | 6/12/2018  | Al Antz Electrical                    | Install fluoro light, powerpoints, light timers, sensors & remove lights for ceiling replacement at depot, disconnect & reconnect pump at tank near RV area and fit new fluoro light & rectify issue with light not coming on at rec centre. | (1,832.52)  |
| EFT7712                                   | 6/12/2018  | Alexander Galt And Co Pty Ltd         | Hardware and WANDRRA Supplies  | (7,782.00)  |
| EFT7713                                   | 6/12/2018  | Ampac Debt Recovery                   | Commissions and Costs - November 2018  | (264.00)    |
| EFT7714                                   | 6/12/2018  | Apollo Fabrications                   | 6m3 Bulk Bins (3)  | (5,637.50)  |
| EFT7715                                   | 6/12/2018  | Beaurepaires                          | Test & Replace Faulty Battery on P14 Truck   | (318.66)    |
| EFT7716                                   | 6/12/2018  | Best Office Systems                   | Photocopier Charges MP.C4504 20/10/2018 - 20/11/2018   | (1,850.33)  |
| EFT7717                                   | 6/12/2018  | Boc Gases                             | R020D2 Oxygen, R020G Oxygen, R040G Dissolved Acetylene, R065E2 Argoshield, Container Service Charge 29/10/2018 - 27/11/2018  | (57.51)     |
| EFT7718                                   | 6/12/2018  | Bowman And Associates                 | Review And Revise The Previous Strategic Waste Management Plan As Prepared In 2009. And Review The Pyrolysis Technology.   | (23,130.80) |
| EFT7719                                   | 6/12/2018  | Courier Australia                     | Delivery Fees  | (133.88)    |
| EFT7720                                   | 6/12/2018  | Cr Phillip Blight                     | 1st Quarter Presidents Allowance   | (3,000.00)  |
| EFT7721                                   | 6/12/2018  | Doms Delicatessen Of Wagin            | Bag of Ice   | (4.50)      |
| EFT7722                                   | 6/12/2018  | Fazfab                                | Supply and Construct Cemetery Shelter as per verbal quote  | (25,850.00) |
| EFT7723                                   | 6/12/2018  | Forkwest/Westate                      | Yale GP25RH Serial #G2G00552 4000mm 2 stage W/ Side Shift 1070mm Tyres Forklift  | (8,000.00)  |
| EFT7724                                   | 6/12/2018  | Great Southern Waste Disposal         | Management of Facility & Refuse Collection for November 2018   | (20,642.53) |
| EFT7725                                   | 6/12/2018  | Jason Signmakers                      | W1-3 Left, Right, D4-2-3 Chevron, TD1 Signage  | (471.68)    |
| EFT7726                                   | 6/12/2018  | Komatsu Australia Pty Ltd             | Glass & Mirror Assembly and Mirror Rubber for P12 Grader   | (640.68)    |
| EFT7727                                   | 6/12/2018  | Landgate - Midland                    | Gross Rental Valuations Chargeable & Other DLI Invoices November 2018  | (92.20)     |
| EFT7728                                   | 6/12/2018  | Liberty Oil Australia Pty Ltd         | 8000L Diesel   | (10,504.80) |
| EFT7729                                   | 6/12/2018  | Mercedes Benz - Bunbury               | 12 month service HACC Bus Mercedes   | (1,382.51)  |
| EFT7730                                   | 6/12/2018  | Narrogin Glass                        | Replace windscreen on Holden Commodore P08 W10000 EHO Vehicle  | (350.00)    |
| EFT7731                                   | 6/12/2018  | Palace Hotel                          | Carton of Greater Northern for Depot   | (53.99)     |
| EFT7732                                   | 6/12/2018  | Quick Corporate                       | December Stationary Order Ref # 1033813.   | (582.75)    |
| EFT7733                                   | 6/12/2018  | Reinforced Concrete Pipes Pty Ltd     | 1200 x 450 x 1200 Reinforced Concrete Box Culverts for Tudor Street  | (23,485.00) |
| EFT7734                                   | 6/12/2018  | Security & Key Pty Ltd                | New Key Order for Community Gym x 12   | (324.53)    |
| EFT7735                                   | 6/12/2018  | T-quip                                | Oil filter, fuel filter and spark plugs for P43 Mower  | (41.25)     |
| EFT7736                                   | 6/12/2018  | Visual Effects Framing & Gallery      | Framing Of 1 Loyal Service Award Christmas 2018. 1 x bronze for Tracy Simms.   | (131.00)    |
| EFT7737                                   | 6/12/2018  | WA Contract Ranger Services Pty Ltd   | Ranger Services 29/10/2018, 01/11/2018, 05/11/2018, 08/11/2018, 13/11/2018, 15/11/2018, 20/11/2018, 22/11/2018 & 27/11/2018  | (4,815.25)  |
| EFT7738                                   | 6/12/2018  | WA Reticulation Supplies              | Ball Valve & Male Adaptors for Water Management, 4 Station Timer for Medical Centre Gardens, 6 Station Timer for Eric Farrow, Supplies for Quicks Road and 12 Station timer for Community Centre   | (1,202.88)  |
| EFT7739                                   | 6/12/2018  | Wagin District Farmers Co-operative   | Admin Office Cleaning Supplies, Admin Office & Depot Kitchen Refreshments, Swimming Pool, Library & Rec Centre Supplies  | (626.64)    |
| EFT7740                                   | 6/12/2018  | Wagin Earthmoving                     | Remove dirt & put out fire at Refuse Site 19/11/2018, WANDRRA shift roller from Mallian Road to Wagin Townsite and realign culvert pipes on Morgan Road  | (2,992.00)  |
| EFT7741                                   | 6/12/2018  | Wagin Gas Electrics                   | Repair power box on Sportsground Oval and Install Christmas Lights   | (1,091.20)  |
| EFT7742                                   | 6/12/2018  | Wagin Meats                           | 100 Sausages for Swimming Pool   | (79.70)     |
| EFT7743                                   | 6/12/2018  | Wallis Computer Solutions             | Draytec Firewall Router, Travel 17/09/2018 & 04/11/2018 for NBN Installation and Repair, Monthly Billing - November 2018   | (3,314.96)  |
| EFT7744                                   | 6/12/2018  | Wetdeck Pools                         | Repairs to ezitrol controller replace bearings on tipping bucket at Swimming Pool  | (918.50)    |
| EFT7745                                   | 6/12/2018  | Wurth Australia Pty Ltd               | Windscreen Adhesive for P12 Grader   | (111.89)    |
| EFT7746                                   | 12/12/2018 | Lorraine And Anthony Kent             | Refund of 1 Weeks Rent A & L Kent - Wagin Caravan Park   | (100.00)    |
| EFT7747                                   | 13/12/2018 | Australian Services Union             | Payroll deductions   | (25.90)     |
| EFT7748                                   | 13/12/2018 | Shire Of Wagin - Staff Christmas Fund | Payroll deductions   | (545.00)    |
| EFT7749                                   | 13/12/2018 | Shire Of Wagin Payroll Creditors      | Payroll deductions   | (120.00)    |
| EFT7750                                   |            | See Trust Account List of Payments    |  |             |
| EFT7751                                   |            | See Trust Account List of Payments    |  |             |
| EFT7752                                   |            | See Trust Account List of Payments    |  |             |
| EFT7753                                   |            | See Trust Account List of Payments    |  |             |
| EFT7754                                   |            | See Trust Account List of Payments    |  |             |
| EFT7755                                   |            | See Trust Account List of Payments    |  |             |
| EFT7756                                   |            | See Trust Account List of Payments    |  |             |
| EFT7757                                   |            | See Trust Account List of Payments    |  |             |
| EFT7758                                   |            | See Trust Account List of Payments    |  |             |
| EFT7759                                   |            | See Trust Account List of Payments    |  |             |
| EFT7760                                   |            | See Trust Account List of Payments    |  |             |
| EFT7761                                   |            | See Trust Account List of Payments    |  |             |
| EFT7762                                   | 20/12/2018 | Aerodrome Management Services Pty Ltd | 36 White Lightweight Windssock for Wagin Aerodrome plus freight to Wagin   | (486.90)    |
| EFT7763                                   | 20/12/2018 | Alexander Galt And Co Pty Ltd         | Hardware Supplies  | (777.40)    |
| EFT7764                                   | 20/12/2018 | Arrow Bronze                          | Plaque for RC Fuller   | (380.60)    |
| EFT7765                                   | 20/12/2018 | Australia Post                        | Postage - November 2018  | (347.40)    |



| Payment                   | Date       | Name                                 | Description   | Amount              |
|---------------------------|------------|--------------------------------------|---|---------------------|
| EFT7766                   | 20/12/2018 | Australian Taxation Office           | October 2018 BAS  | (29,385.00)         |
| EFT7767                   | 20/12/2018 | Baileys Fertilisers                  | 1Tonne Groworb Wetter Granulated and 311 Fertiliser for Sportsground Oval   | (4,078.25)          |
| EFT7768                   | 20/12/2018 | Beaurepaires                         | 4x 195R15 SV-820 Roadstone Tyres for P24 Ute, new tyre for P40 Truck and repair tyre for P12 Grader   | (1,083.40)          |
| EFT7769                   | 20/12/2018 | Berty Bee's                          | HACC Gardening for Darkan Clients 28/11/2018  | (313.50)            |
| EFT7770                   | 20/12/2018 | Brad Rowe Carpentry                  | Construction Of Ran Build Shed At The Wagin Refuse Site.  | (11,918.50)         |
| EFT7771                   | 20/12/2018 | Bryan Leslie Kilpatrick              | Members Sitting Fees & Communication Allowance July - December 2018   | (1,312.50)          |
| EFT7772                   | 20/12/2018 | Butler Settineri                     | Final Fee for Shire of Wagin HACC Audit & Disbursements - Year Ended 30 June 2018   | (1,052.79)          |
| EFT7773                   | 20/12/2018 | Chefmaster Australia                 | Carton of 100L Bin Liners (348PR) for street cleaning   | (266.10)            |
| EFT7774                   | 20/12/2018 | Chubb Security Australia             | Monitoring Dialler - Medical Centre & Admin Office  | (314.60)            |
| EFT7775                   | 20/12/2018 | Coates Hire Collie                   | 3 x Allight lighting towers for Christmas Street Carnival   | (399.96)            |
| EFT7776                   | 20/12/2018 | Command A Com                        | Shire Administration Office, Works Depot, Rec Centre & Library - Phone and Fax services   | (511.50)            |
| EFT7777                   | 20/12/2018 | Courier Australia                    | Delivery Fees   | (964.39)            |
| EFT7778                   | 20/12/2018 | Cr Denise Patterson                  | Members Sitting Fees & Communication Allowance July - December 2018 and Reimbursement for Conference Expenses   | (1,710.45)          |
| EFT7779                   | 20/12/2018 | Cr Lachlan Ballantyne                | Members Sitting Fees & Communication Allowance July - December 2018   | (875.00)            |
| EFT7780                   | 20/12/2018 | Cr Phillip Blight                    | Members Sitting Fees & Communication Allowance July - December 2018 and Presidents Allowance Q2   | (5,625.00)          |
| EFT7781                   | 20/12/2018 | Cybervale Pty Ltd                    | 12 Days of Christmas promotion  | (250.00)            |
| EFT7782                   | 20/12/2018 | David Gray & Co Pty Ltd              | 20L Mosquito ULV for Mosquito Control   | (2,430.30)          |
| EFT7783                   | 20/12/2018 | Daycrest Pty Ltd                     | Hacc Bus Diesel & Hacc Coordinator Fuel   | (401.48)            |
| EFT7784                   | 20/12/2018 | Exurban                              | Town Planning Consulting Services - November 2018   | (3,974.63)          |
| EFT7785                   | 20/12/2018 | FacePainting by Mary                 | 3 Hours of Face Painting at the Wagin Christmas Street Carnival   | (210.00)            |
| EFT7786                   | 20/12/2018 | Fitz Gerald Strategies               | On site investigation of staff issues - 11 & 17 December 2018   | (2,978.02)          |
| EFT7787                   | 20/12/2018 | Hall Electrical & Data Services      | 110 X Jinco Perc Mono Panel 360 W = 39. 6 Kw, 2 X Fronius Symo Inverter 15kw 3 Phase, Associated Equipment Installation And Commission. All Parts And Labour 10 Year Warranty. Remaining 50%  | (12,624.00)         |
| EFT7788                   | 20/12/2018 | Hot Klobba - Uniforms & Workwear     | 2 x HACC Uniforms   | (93.82)             |
| EFT7789                   | 20/12/2018 | JR & A Hersey Pty Ltd                | 1x Carton of Bushmans & Carton of Ear Plugs   | (198.55)            |
| EFT7790                   | 20/12/2018 | Katanning Glazing And Security       | Repair to window on Gordon Street house   | (694.10)            |
| EFT7791                   | 20/12/2018 | L E Garstone Plumbing                | Rectify hot water system issue (water leaking up under brick work) at 2 Ballagin Street   | (300.00)            |
| EFT7792                   | 20/12/2018 | Ladybird Entertainment               | Street Entertainment - 3 hours for Christmas Street Carnival  | (1,600.00)          |
| EFT7793                   | 20/12/2018 | Larina Piesse Barrister & Solicitor  | Professional fees - Gordon Entry Warrant  | (998.25)            |
| EFT7794                   | 20/12/2018 | Lynette Ann Lucas                    | Members Sitting Fees & Communication Allowance July to December 2018  | (937.50)            |
| EFT7795                   | 20/12/2018 | MJB Industries                       | 300mm headwalls & concrete pipes and 375mm headwalls for Sirdar Street  | (1,716.00)          |
| EFT7796                   | 20/12/2018 | Mad Cow Entertainment Company of WA  | Bucking Mad Cow & Clown Slide - Christmas Street Carnival   | (1,450.00)          |
| EFT7797                   | 20/12/2018 | Marleys Diesel & Ag                  | Sweep CBD for Street Carnival, Trailer Plug & Core Wire for P16 Truck, Replacement Pump for Standpipe Trailer 6, Wedgecarup truck service parts, 20L Coolant and Service Standpipe Trailers.  | (6,341.87)          |
| EFT7798                   | 20/12/2018 | Midalia Steel Pty Ltd                | 16 panels of neetascreen  | (1,792.43)          |
| EFT7799                   | 20/12/2018 | Narrogin Technology Solutions        | Printer Ink Cartridges for SES  | (207.00)            |
| EFT7800                   | 20/12/2018 | Neatcare Tree Services               | Lopping of trees on Ventnor, Omdurman & George Streets  | (2,970.00)          |
| EFT7801                   | 20/12/2018 | P & C Lenaghan                       | Relaying paving at Swimming Pool plus labour  | (627.00)            |
| EFT7802                   | 20/12/2018 | Polly Medlen                         | 3 Hours Performance - Christmas Street Carnival   | (800.00)            |
| EFT7803                   | 20/12/2018 | Ray Ford Signs                       | No Fires Signs, Attention Asbestos for Caravan Park and Street Carnival Banner  | (810.48)            |
| EFT7804                   | 20/12/2018 | Royal Life Saving Society Wa         | completed code of practice safety assessment service Travel and accomodation cost   | (527.00)            |
| EFT7805                   | 20/12/2018 | Rylan Pty Ltd                        | Kerbing at Caravan Park around Lawn Area and Kerbing at Admin Office Carpark  | (6,402.00)          |
| EFT7806                   | 20/12/2018 | Sherryl Maree Chilcott               | Members Sitting Fees & Communication Allowance July to December 2018  | (1,687.50)          |
| EFT7807                   | 20/12/2018 | Siri Alluru                          | Gym Membership Refund   | (120.00)            |
| EFT7808                   | 20/12/2018 | Terry Brown & Co                     | Bend sheeting for Sportsground Oval   | (55.00)             |
| EFT7809                   | 20/12/2018 | The West Australian                  | Annual Electors Meeting - Narrogin Observer 8/11/2018 & 29/11/2018  | (288.00)            |
| EFT7810                   | 20/12/2018 | W A Country Health Service-Wheatbelt | Meals on Wheels November 2018   | (1,585.10)          |
| EFT7811                   | 20/12/2018 | WA Contract Ranger Services Pty Ltd  | Ranger Services 4/12/2018, 11/12/2018, 13/12/2018, 18/12/2018   | (2,524.50)          |
| EFT7812                   | 20/12/2018 | WA Reticulation Supplies             | I-25 adjustable sprinklers for other parks  | (413.25)            |
| EFT7813                   | 20/12/2018 | Wagin Bowling Club Inc               | Shire Christmas Dinner  | (3,862.50)          |
| EFT7814                   | 20/12/2018 | Wagin Mechanical Repairs             | Vehicle Examination of Yale ForkLift  | (136.85)            |
| EFT7815                   | 20/12/2018 | Wagin Mower Repairs                  | Clearing blocks   | (357.50)            |
| EFT7816                   | 20/12/2018 | Wagin Newsagency                     | Work Protective Uniform pieces x 25 and Newspapers for November 2018  | (783.10)            |
| EFT7817                   | 20/12/2018 | Wagin Plumbing                       | Unblock female toilet at Swimming Pool  | (132.00)            |
| EFT7818                   | 20/12/2018 | Wagin Truck Centre                   | Brake Booster for P42 Truck, Male Connector for P11 Loader, Hydraulic Coupling for P39 Bobcat, Fuel/Oil/Air/Transmission & Hydraulic Filters for P47 Backhoe, Investigate Battery Issues on SES Truck and Supply & Fit Bushes to Torque arms & Filter kit for P14 Truck | (1,939.90)          |
| EFT7819                   | 20/12/2018 | Wren Oil                             | Admin & Compliance Fees to remove Waste Oil   | (16.50)             |
| <b>EFT Payments Total</b> |            |                                      |   | <b>(280,021.59)</b> |
| <b>Cheque Payments</b>    |            |                                      |   |                     |
| 5124                      | 6/12/2018  | Synergy                              | Electricity Usage   | (1,365.50)          |
| 5125                      | 6/12/2018  | Wagin Historical Village             | 2018/2019 Subsidy for Wagin Historical Village  | (8,350.00)          |
| 5126                      | 6/12/2018  | Wagin Pharmacy                       | Swimming Pool Supplies  | (104.95)            |

| Payment  | Date       | Name                                    | Description   | Amount              |
|--|------------|---|---|---------------------|
| 5127   | 6/12/2018  | Wagin Youth Care District Council       | 2018/2019 Contribution to Wagin Youth Care  | (2,200.00)          |
| 5128   | 12/12/2018 | Shire Of Wagin                          | Payment for performing as DJ for the Swimming Pool Party 13/12/2018                   | (100.00)            |
| 5129   | 20/12/2018 | Jason Paul Reed                         | Members Sitting Fees & Communication Allowance July to December 2018                  | (1,187.50)          |
| 5130   | 20/12/2018 | Kleenheat Gas                           | Marks Court 2 x 45kg Cylinders - Facility Fee/Cylinder Service charge to October 2019 | (84.24)             |
| 5131   | 20/12/2018 | Shire Of Wagin                          | HACC & Shire Petty Cash Recoup  | (416.40)            |
| 5132   | 20/12/2018 | Synergy                                 | Electricity Usage   | (20,881.25)         |
| 5133   | 20/12/2018 | Telstra                                 | Phones, Faxes and Staff Mobiles - November 2018                                       | (1,579.74)          |
| 5134   | 20/12/2018 | Shire Of Wagin                          | Additional Caravan Park Float   | (50.00)             |
| <b>Cheque Payments Total</b>                           |            |   |   | <b>(36,319.58)</b>  |
| <b>Direct Debit Payments</b>                           |            |   |   |                     |
| DD3239.21  | 3/12/2018  | Department Of Transport                 | Daily Licensing Takings 29/11/18  | (1,741.85)          |
| DD3239.23  | 4/12/2018  | Department Of Transport                 | Daily Licensing Takings 30/11/18  | (5,613.85)          |
| DD3270.1   | 5/12/2018  | Department Of Transport                 | Daily Licensing Takings 03/12/18  | (4,969.05)          |
| DD3270.10  | 6/12/2018  | Department Of Transport                 | Daily Licensing Takings 04/12/18  | (1,720.70)          |
| DD3270.12  | 7/12/2018  | Department Of Transport                 | Daily Licensing Takings 05/12/18  | (2,612.90)          |
| DD3270.13  | 10/12/2018 | Department Of Transport                 | Daily Licensing Takings 06/12/18  | (2,742.25)          |
| DD3270.14  | 11/12/2018 | Department Of Transport                 | Daily Licensing Takings 07/12/18  | (1,593.50)          |
| DD3270.15  | 12/12/2018 | Department Of Transport                 | Daily Licensing Takings 10/12/18  | (4,606.40)          |
| DD3251.1   | 13/12/2018 | Walgs                                   | Payroll deductions  | (5,617.64)          |
| DD3251.10  | 13/12/2018 | Mlc Superannuation                      | Superannuation contributions  | (219.94)            |
| DD3251.11  | 13/12/2018 | Cbus Superannuation                     | Superannuation contributions  | (252.76)            |
| DD3251.2   | 13/12/2018 | Sunsuper                                | Superannuation contributions  | (49.39)             |
| DD3251.3   | 13/12/2018 | Prime Super                             | Superannuation contributions  | (188.53)            |
| DD3251.4   | 13/12/2018 | Rest Administration                     | Payroll deductions  | (1,101.66)          |
| DD3251.5   | 13/12/2018 | Australian Super Administration         | Superannuation contributions  | (523.26)            |
| DD3251.6   | 13/12/2018 | Hesta Super Fund                        | Superannuation contributions  | (231.46)            |
| DD3251.7   | 13/12/2018 | Mtaa Super                              | Superannuation contributions  | (350.48)            |
| DD3251.8   | 13/12/2018 | Hostplus                                | Superannuation contributions  | (541.65)            |
| DD3251.9   | 13/12/2018 | North Personal Superannuation           | Superannuation contributions  | (402.54)            |
| DD3270.16  | 13/12/2018 | Department Of Transport                 | Daily Licensing Takings 11/12/18  | (3,054.60)          |
| DD3274.1   | 13/12/2018 | Walgs                                   | Superannuation contributions  | (1,864.88)          |
| DD3270.17  | 14/12/2018 | Department Of Transport                 | Daily Licensing Takings 12/12/18  | (1,842.45)          |
| DD3270.18  | 17/12/2018 | Department Of Transport                 | Daily Licensing Takings 13/12/18  | (3,124.27)          |
| DD3270.2   | 18/12/2018 | Department Of Transport                 | Daily Licensing Takings 14/12/18  | (3,458.70)          |
| DD3270.3   | 19/12/2018 | Department Of Transport                 | Daily Licensing Takings 17/12/18  | (4,032.40)          |
| DD3270.4   | 20/12/2018 | Department Of Transport                 | Daily Licensing Takings 18/12/18  | (7,512.10)          |
| DD3270.5   | 21/12/2018 | Department Of Transport                 | Daily Licensing Takings 21/12/18  | (14,778.20)         |
| DD3270.6   | 24/12/2018 | Western Australian Treasury Corporation | Loan Repayment 137 December 2018  | (1,907.86)          |
| DD3270.7   | 24/12/2018 | Department Of Transport                 | Daily Licensing Takings 20/12/18  | (4,004.25)          |
| DD3269.1   | 27/12/2018 | Walgs                                   | Payroll deductions  | (5,056.32)          |
| DD3269.10  | 27/12/2018 | North Personal Superannuation           | Superannuation contributions  | (402.54)            |
| DD3269.11  | 27/12/2018 | Mlc Superannuation                      | Superannuation contributions  | (219.94)            |
| DD3269.2   | 27/12/2018 | Cbus Superannuation                     | Superannuation contributions  | (173.93)            |
| DD3269.3   | 27/12/2018 | Sunsuper                                | Superannuation contributions  | (49.39)             |
| DD3269.4   | 27/12/2018 | Rest Administration                     | Payroll deductions  | (1,110.15)          |
| DD3269.5   | 27/12/2018 | Australian Super Administration         | Superannuation contributions  | (524.51)            |
| DD3269.6   | 27/12/2018 | Hesta Super Fund                        | Superannuation contributions  | (231.46)            |
| DD3269.7   | 27/12/2018 | Mtaa Super                              | Superannuation contributions  | (350.48)            |
| DD3269.8   | 27/12/2018 | Prime Super                             | Superannuation contributions  | (255.77)            |
| DD3269.9   | 27/12/2018 | Hostplus                                | Superannuation contributions  | (541.65)            |
| DD3270.8   | 27/12/2018 | Classic Finance Pty Ltd                 | Photocopier Lease Payment December 2018   | (222.20)            |
| DD3270.11  | 31/12/2018 | Western Australian Treasury Corporation | Loan Repayment 131 December 2018  | (6,472.30)          |
| DD3270.9   | 31/12/2018 | National Australia Bank                 | NAB Connect Fee November 2018   | (90.73)             |
| <b>Direct Debit Payments Total</b>                     |            |   |   | <b>(96,360.89)</b>  |
| <b>Municipal Account List of Payments Total</b>        |            |   |   | <b>(412,702.06)</b> |
| <b>Trust Account List of Payments</b>                  |            |   |   |                     |
| <b>EFT Payments</b>                                    |            |   |   |                     |
| EFT7750  | 13/12/2018 | Alexander James Safe                    | COMMUNITY GYM KEY BOND REFUND   | (30.00)             |
| EFT7751  | 13/12/2018 | Andrew Taylor                           | STAFF CHRISTMAS FUND 2018   | (3,300.00)          |
| EFT7752  | 13/12/2018 | Brian Roderick                          | STAFF CHRISTMAS FUND 2018   | (2,550.00)          |
| EFT7753  | 13/12/2018 | Debra Jane Stephens                     | STAFF CHRISTMAS FUND 2018   | (750.00)            |
| EFT7754  | 13/12/2018 | Isabell Smith                           | STAFF CHRISTMAS FUND 2018   | (1,000.00)          |
| EFT7755  | 13/12/2018 | Nirmala Gullakunra                      | COMMUNITY GYM KEY BOND REFUND   | (30.00)             |
| EFT7756  | 13/12/2018 | Olusiwa Titus                           | COMMUNITY GYM KEY BOND REFUND   | (30.00)             |
| EFT7757  | 13/12/2018 | Peter Webster                           | STAFF CHRISTMAS FUND 2018   | (1,350.00)          |
| EFT7758  | 13/12/2018 | Siri Alluru                             | COMMUNITY GYM KEY BOND REFUND   | (30.00)             |
| EFT7759  | 13/12/2018 | Suzanne Lynn English                    | STAFF CHRISTMAS FUND 2018   | (650.00)            |
| EFT7760  | 13/12/2018 | Gordon Tester                           | STAFF CHRISTMAS FUND 2018   | (1,250.00)          |
| EFT7761  | 20/12/2018 | Kent Stokes                             | COMMUNITY GYM KEY BOND REFUND   | (30.00)             |
| <b>EFT Payments Total</b>                              |            |   |   | <b>(11,000.00)</b>  |
| <b>Trust Account List of Payments Total</b>            |            |   |   | <b>(11,000.00)</b>  |
| <b>Credit Card List of Payments</b>                    |            |   |   |                     |
| <b>Chief Executive Officer - Peter Webster</b>         |            |   |   |                     |
| Credit Card  | 20/11/2018 | Shire of Wagin                          | Staff Licence   | (44.05)             |
| Credit Card  | 20/11/2018 | Puma                                    | CEO Fuel  | (63.81)             |
| Credit Card  | 4/12/2018  | Caltex                                  | CEO Fuel  | (43.27)             |
| Credit Card  | 4/12/2018  | Westnet                                 | Internet Charges  | (354.47)            |
| Credit Card  | 14/12/2018 | NAB                                     | Card Fee  | (9.00)              |
| <b>Chief Executive Officer - Peter Webster Total</b>   |            |   |   | <b>(514.60)</b>     |
| <b>Deputy Chief Executive Officer - Brian Roderick</b> |            |   |   |                     |
| Credit Card  | 15/11/2018 | Officeworks                             | ID Laminating Pouches   | (61.69)             |
| Credit Card  | 19/11/2018 | Kitchen Warehouse                       | Staff Leaving Gift  | (55.00)             |



| Payment  | Date       | Name               | Description                                | Amount            |
|--|------------|--------------------|--|-------------------|
| Credit Card  | 30/11/2018 | Palace Hotel       | la lumiere Committee Debrief               | (246.83)          |
| Credit Card  | 30/11/2018 | Super Retail Group | Kickboards for Swimming Pool               | (179.94)          |
| Credit Card  | 7/12/2018  | Nisbets            | Double Fryer for Rec Centre Kitchen        | (432.35)          |
| Credit Card  | 11/12/2018 | Palace Hotel       | Lunch with HR Consultant                   | (80.86)           |
| Credit Card  | 14/12/2018 | NAB                | Card Fee                                   | (9.00)            |
| <b>Deputy Chief Executive Officer - Brian Roderick Total</b> |            |                    |  | <b>(1,065.67)</b> |
| <b>Manager of Works - Allen Hicks</b>                        |            |                    |  |                   |
| Credit Card  | 26/11/2018 | Wagin Co-op        | Coffee & Milk for Works Depot              | (67.36)           |
| Credit Card  | 4/12/2018  | Warehouse Café     | MOW Meals                                  | (38.00)           |
| Credit Card  | 14/12/2018 | NAB                | Credit Card Fraud Refund                   | 564.33            |
| Credit Card  | 14/12/2018 | NAB                | Card Fee                                   | (9.00)            |
| <b>Manager of Works - Allen Hicks Total</b>                  |            |                    |  | <b>449.97</b>     |
| <b>Manager of Finance - Tegan Hall</b>                       |            |                    |  |                   |
| Credit Card  | 20/11/2018 | Aussie Broadband   | NBN for Rec Centre, Admin Office & Library | (536.00)          |
| Credit Card  | 14/12/2019 | NAB                | Card Fee                                   | (9.00)            |
| <b>Manager of Finance - Tegan Hall Total</b>                 |            |                    |  | <b>(545.00)</b>   |
| <b>Credit Card List of Payments Total</b>                    |            |                    |  | <b>(1,675.30)</b> |

## 12. REPORTS OF OFFICERS

### 12.1 WORKS AND SERVICES REPORT – DECEMBER 2018 / JANUARY 2019

|                         |                                |
|-------------------------|--------------------------------|
| PROPONENT:              | Manager of Works               |
| OWNER:                  | Shire of Wagin                 |
| LOCATION/ADDRESS:       | Shire of Wagin                 |
| AUTHOR OF REPORT:       | Manager of Works               |
| SENIOR OFFICER:         | Chief Executive Officer        |
| DATE OF REPORT:         | 21 <sup>st</sup> February 2019 |
| PREVIOUS REPORT(S):     | 11 <sup>th</sup> December 2018 |
| DISCLOSURE OF INTEREST: | Nil                            |
| FILE REFERENCE:         | Nil                            |
| ATTACHMENTS:            | Plant Report                   |

#### CONSTRUCTION CREW:

Clear and widen 3.2km of shoulders on Ballagin Road, west of Narrogin Road.  
 Clear and widen 2km section on Jaloran Road ready for seal widening.  
 Clear and widen 2km section on Dongolocking Road ready for seal widening.  
 Reseal 3.2km section on Norring Delyanine Road.  
 Reseal 3.0km section on Beaufort Road.  
 Reseal 3.0km section on Bockaring Road.  
 Reseal 1.3km section on Bullock Hills Road.  
 Reseal 1.6km section on Dongolocking Road.

#### UPCOMING WORKS:

Cement stabilise 2km section on Jaloran Road ready for seal widening.  
 Cement stabilise 2km section on Dongolocking Road ready for seal widening.  
 Replace old kerbing in various town streets.

#### ROAD MAINTENANCE:

The Road Maintenance Crew have attended general road maintenance issues as they arise.  
 The Maintenance Grader is currently widening and gravel patching various unseal roads.

#### TOWN MAINTENANCE:

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

#### BUILDING MAINTENANCE:

The Building Maintenance Officer has been carrying out maintenance jobs when reported such as changing light globes and minor repairs. Assisting with other road works when required.

#### RANGER SERVICES:

The Ranger call-outs have been low for December /January, with dogs wandering at large.

#### PLANT / MACHINERY:

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

**COUNCILLOR'S INFORMATION**

Nil

**CONSULTATION / COMMUNICATION:**

Nil

**STATUTORY / LEGAL IMPLICATIONS:**

Nil

**POLICY IMPLICATIONS:**

Nil

**FINANCIAL IMPLICATIONS:**

Nil

**STRATEGIC IMPLICATIONS:**

Nil

**VOTING REQUIREMENTS:**

Simple Majority

**3951 OFFICERS RECOMMENDATION & COUNCIL DECISION**

Moved: Cr. B L Kilpatrick

Seconded: Cr. J P Reed

That Council receive the Manager of Works Officer report for the month of December 2018 / January 2019.

Carried 7/0



| PLANT REPORT           |                 |               | Jan-19     |             |         |             |
|------------------------|-----------------|---------------|------------|-------------|---------|-------------|
| PLANT                  | OPERATOR        | PURCHASE DATE | KM / HOURS | SERVICE DUE | REGO    | COMMENTS    |
| ISUZU D-MAX WAGON P-01 | P WEBSTER       | 9/06/2017     |            | 50,000      | W.1     |             |
| ISUZU D-MAX WAGON P-02 | B RODERICK      | 1/11/2018     |            | 10,000      | W.001   | New         |
| ISUZU D MAX P-04       | A HICKS         | 30/06/2017    | 43,195     | 51,000      | W.1008  |             |
| MAZDA CX5 - P-05       | P VAN MARSEVEEN | 15/03/2018    |            |             | W.1479  |             |
| HOLDEN COMMODORE P-08  | G TESTER        | 6/11/2018     |            | 10,000      | W.10000 | New         |
| WCM LOADER P-09        | REFUSE SITE     | 30/06/2012    |            | 2,750       | W.10292 |             |
| KOMATSU GRADER P-10    | S DESOUZA       | 20/10/2014    | 4,566      | 4,750       | W.284   |             |
| KOMATSU LOADER P-11    | J PRAETZ        | 21/03/2018    | 1,164      | 1,500       | W.10707 |             |
| KOMATSU GRADER P-12    | A CLAVEY        | 21/03/2018    | 46         | 500         | 1GSM793 | New         |
| ISUZU TRUCK P-14       | VARIOUS         | 27/03/2007    | 283,353    | 295,000     | W.1002  |             |
| BOMAG ROLLER P-15      |                 | 3/01/2008     | 8,266      | 8,350       | W.7862  |             |
| ISUZU TRUCK P-16       | VARIOUS         | 19/10/2010    | 50,362     | 55,000      | W.1012  |             |
| TORO MOWER P-18        | M TITO          | 25/09/2009    | 1,524      | 1,650       | W.9630  |             |
| VIB ROLLER P-19        | VARIOUS         | 3/01/2008     | 1,396      | 1,540       | W.841   |             |
| JOHN DEERE P-20        | VARIOUS         | 9/02/2006     | 3,475      | 3,500       | W.9618  |             |
| ISUZU P-21             | A CLAVEY        | 17/03/2017    | 32,068     | 42,000      | W.676   |             |
| JOHN DEERE P-22        | E WALLAS        | 10/08/2016    | 234        | 300         | W.487   |             |
| TOYOTA UTE P-24        | T SIMMS         | 16/09/2010    | 101,830    | 110,000     | W.1010  |             |
| TOYOTA UTE P-25        | E WALLAS        | 16/09/2010    | 89,580     | 90,000      | W.1001  |             |
| TRITON UTE P-26        | M TITO          | 14/11/2014    | 48,843     | 50,000      | W.1022  |             |
| TRITON UTE P-27        | A TAYLOR        | 6/11/2014     | 58,000     | 60,000      | W.1007  |             |
| MAHINDRA P-38          | N COOK          | 21/01/2016    | 39,641     | 40,000      | W.1044  |             |
| BOBCAT P-39            | VARIOUS         | 17/09/2013    | 2,151      | 3,000       | W.10553 |             |
| ISUZU TRUCK P-40       | D HOYSTED       | 10/01/2013    | 161,125    | 160,000     | W.437   | Service Due |
| ISUZU TRUCK P-42       | S HISKINS       | 6/02/2014     | 139,281    | 143,000     | W.1015  |             |
| TORO MOWER P-43        | M TITO          | 12/09/2013    | 753        | 850         |         |             |
| CAT BACKHOE P-47       | N COOK          | 21/09/2015    | 4,528      | 4,400       | W.10552 | Service Due |
| TENNANT SWEEPER P-48   | J PRAETZ        | 16/10/2015    | 1,945      | 2,000       | W.10554 |             |
| MULTIPAC ROLLER P-49   |                 | 9/01/2017     | 1,212      | 1,500       | W.860   |             |
| TOYOTA UTE P-50        | VARIOUS         | 15/12/2017    | 13,316     | 20,000      | W.924   |             |
| TOYOTA UTE P-85        | S DESOUZA       | 20/08/2010    | 100,334    | 110,000     | W.863   |             |
| ATV MOTORBIKE P-92     | VARIOUS         | 30/06/2010    | 905        | 1,000       | W.026   |             |



**12.2 ENVIRONMENTAL HEALTH OFFICER / BUILDING SURVEYORS REPORT –  
DECEMBER 2018 / JANUARY 2019**

|                         |  |
|-------------------------|--|
| PROPONENT:              | Shire of Wagin                                   |
| OWNER:                  | Shire of Wagin                                   |
| LOCATION/ADDRESS:       | Shire of Wagin                                   |
| AUTHOR OF REPORT:       | Environmental Health Officer / Building Surveyor |
| SENIOR OFFICER:         | Chief Executive Officer                          |
| DATE OF REPORT:         | 19 <sup>th</sup> February 2019                   |
| PREVIOUS REPORT(S):     | 11 <sup>th</sup> December 2018                   |
| DISCLOSURE OF INTEREST: | Nil  |
| FILE REFERENCE:         | N/A  |
| ATTACHMENTS:            | Nil  |

**BRIEF SUMMARY:**

Development Report – December 2018 – January 2019

**BACKGROUND/COMMENT:**

Report provided monthly for Councils information consisting of Planning, Building and Health activities for the month of December 2018 – January 2019

Development Applications:

Nil

**BUILDING PERMITS**

| Permit No. | Owner        | Builder      | Location                      | Description                            | Value       | Fees    |
|------------|--------------|--------------|-------------------------------|--|-------------|---------|
| 99793      | Brian Noble  | Brian Noble  | 24 Tavistock Street, Wagin    | Demolition of Timber and Iron Building | \$500.00    | \$97.70 |
| 99794      | Mike Wubbels | Mike Wubbels | Lot 486 Johnston Street Wagin | Steel Framed and Clad Shed             | \$19,900.00 | \$97.70 |
| 99795      | Mike Wubbels | Mike Wubbels | Lot 486 Johnston Street Wagin | Steel Framed and Clad Rainwater Tank   | \$8000.00   | \$97.70 |

Health

Nil

**Complaints**

Noise complaint received alleging earthmoving machinery was creating unreasonable noise due to commencing prior to 7.00am in the morning on a Sunday morning.

Smoke complaint from a resident regarding neighbour's chimney.

Complaint regarding discharge of stormwater.

**POLICY IMPLICATIONS:**

Nil

**FINANCIAL IMPLICATIONS:**

Nil

**STRATEGIC IMPLICATIONS:**

Nil

**VOTING REQUIREMENTS:**

Simple

**3952 OFFICERS RECOMMENDATION & COUNCIL DECISION**

Moved: Cr. S M Chilcott

Seconded: Cr. G R Ball

That Council the Environmental Health Officer / Building Surveyors Report for the month of December 2018 / January 2019.

Carried 7/0



**12.3 DEPUTY CHIEF EXECUTIVE OFFICERS REPORT – DECEMBER 2018 / JANUARY 2019**

|                         |                                |
|-------------------------|--------------------------------|
| PROPONENT:              | Deputy Chief Executive Officer |
| OWNER:                  | Deputy Chief Executive Officer |
| LOCATION/ADDRESS:       | Shire of Wagin                 |
| AUTHOR OF REPORT:       | Deputy Chief Executive Officer |
| SENIOR OFFICER:         | Chief Executive Officer        |
| DATE OF REPORT:         | 21 <sup>st</sup> February 2019 |
| PREVIOUS REPORT(S):     | 13 <sup>th</sup> December 2018 |
| DISCLOSURE OF INTEREST: | Nil                            |
| FILE REFERENCE:         | Nil                            |
| ATTACHMENTS:            |                                |

**BRIEF SUMMARY:**

The following report details the activities that fall under the control of the DCEO in the months of December 2018 - January 2019.

**STRATEGIC PLANNING:**

The new adopted Strategic Community Plan and Corporate Business Plan is now available for the community to view on Council's website and at the Shire Office.

**SPORTSGROUND DEVELOPMENT:**

The consultants CCS Strategic and ADC Projects conducted one on one meetings with all participating clubs and organisations, also presided over a very successful and positive community meeting/workshop.

During these meetings they were able to extract a vast amount of useful information to assist them with their Needs Assessment. They will now collate all that information and have provided a time line of the whole consultancy process.

Please refer to the agenda item contained in this Council agenda.

**CORPORATE SERVICES:**

Trainee

We received a number of applications for the 2019 Trainee position, interviews took place on Thursday 21<sup>st</sup> February, at the time of writing this report we have not concluded the process. I will be in a position at the Council meeting to advise who the successful candidate is.

Our existing Trainee, Hannah George, will finish at the Shire on Thursday 28<sup>th</sup> February.

Auditor General – Audit

We have received a Scope of Audit document from the Office of Auditor General. They are now commissioned as Council's external auditors as per the changes to the Local Government Act. They have advised that a projected cost to carry out the Shire's audit services will be provided by the end of March.

Grants Commission Hearing

Notice has been received that a WA Local Government Grants Commission Public Hearing will take place on Wednesday 27<sup>th</sup> March at 3.00pm (Venue to be confirmed).

The Commission is required to conduct public hearings in connection with the Financial Assistance Grant, Council also, if it sees the need, can submit a submission for the Commission to consider.

It will be beneficial for all Councillors to attend, we will also need to put together a short presentation for the benefit and understanding of the Commission.

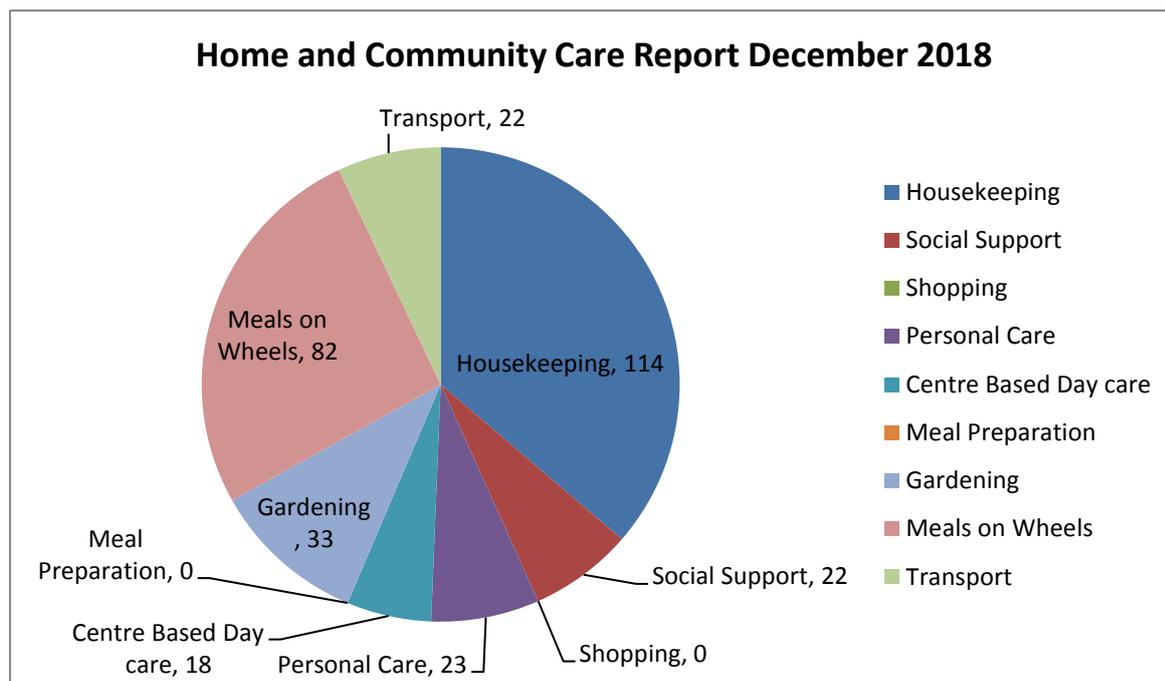
**AGED CARE:****HACC CO-ORDINATOR RECRUITMENT**

The advertising period concluded for the HACC Co-ordinator position on the 8<sup>th</sup> February with just the one application received. Unfortunately, that applicant withdrew her application, so we have been forced to re-advertise the position.

**HOME AND COMMUNITY CARE REPORT DECEMBER 2018 AND JANUARY 2019****CLIENTS:**

76 clients received one or more services for December:

| Service               | Number of Services |
|-----------------------|--------------------|
| Housekeeping          | 51                 |
| Social Support        | 8                  |
| Shopping              | 0                  |
| Personal Care         | 2                  |
| Centre Based Day care | 18                 |
| Meal Preparation      | 0                  |
| Gardening             | 26                 |
| Meals on Wheels       | 6                  |
| Transport             | 8                  |



### HOME AND COMMUNITY CARE - MDS FOR DECEMBER 2018

| Types of services provided | Monthly Contracted | Hours Provided | Variance | Contracted | Year to date |
|----------------------------|--------------------|----------------|----------|------------|--------------|
| Domestic Assistance        | 243                | 140            | -103     | 2913       | 1196         |
| Social Support             | 54                 | 24             | -30      | 651        | 144          |
| Personal Care              | 16                 | 8              | -8       | 190        | 56           |
| Centre Based Day Care      | 120                | 60             | -60      | 1442       | 412          |
| Respite Care               | 1.5                | 0              | -1.5     | 18         | 0            |
| Home Maintenance           | 112                | 34             | -78      | 1344       | 323          |
| Transport                  | 63                 | 18             | -45      | 762        | 175          |
| Meals on Wheels            | 334                | 82             | -252     | 4011       | 718          |
| Other food services        | 25                 | 0              | -25      | 299        | 0            |

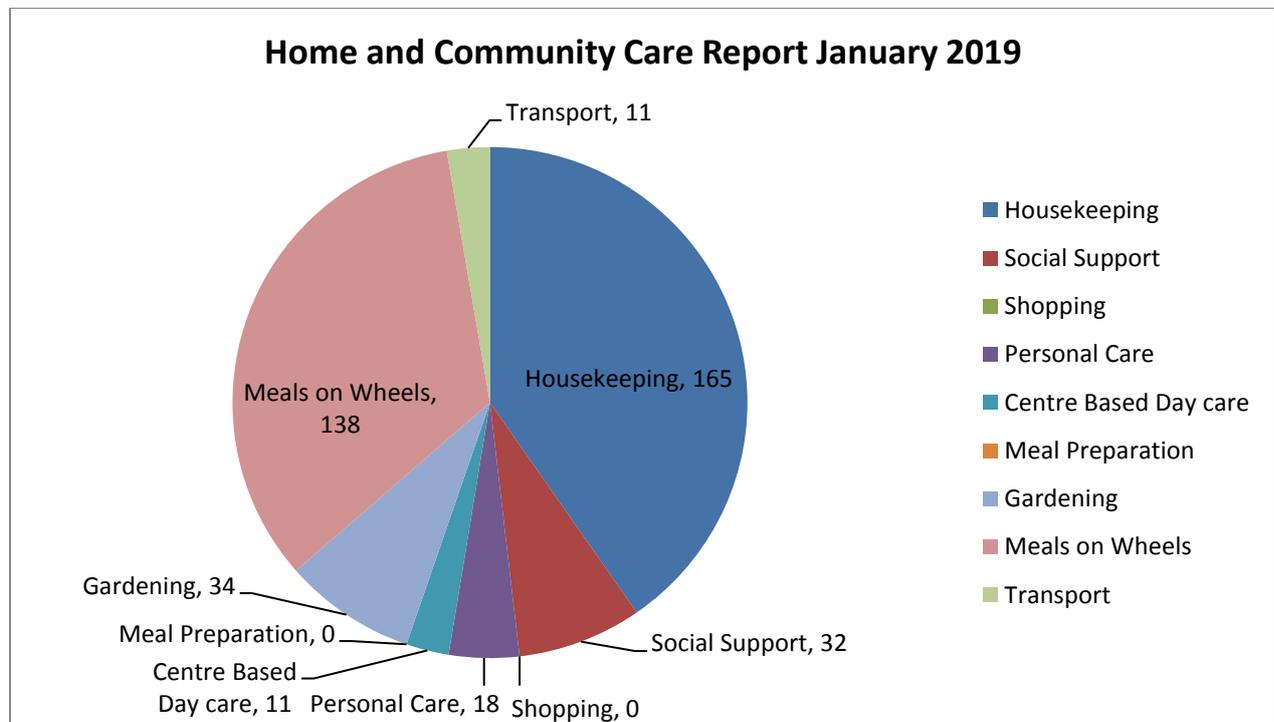
### HOME AND COMMUNITY CARE REPORT JANUARY 2019

**CLIENTS:**

72 clients received one or more services for January:

| Service        | Number of Clients |
|----------------|-------------------|
| Housekeeping   | 51                |
| Social Support | 9                 |
| Shopping       | 0                 |
| Personal Care  | 3                 |

|                       |    |
|-----------------------|----|
| Centre Based Day care | 11 |
| Meal Preparation      | 0  |
| Gardening             | 26 |
| Meals on Wheels       | 7  |
| Transport             | 8  |



### HOME AND COMMUNITY CARE - MDS FOR JANUARY 2019

| Types of services provided | Monthly Contracted | Hours Provided | Variance | Contracted | Year to date |
|----------------------------|--------------------|----------------|----------|------------|--------------|
| Domestic Assistance        | 243                | 197            | -46      | 2913       | 1393         |
| Social Support             | 54                 | 30             | -24      | 651        | 174          |
| Personal Care              | 16                 | 7              | -9       | 190        | 63           |
| Centre Based Day Care      | 120                | 44             | -76      | 1442       | 456          |
| Respite Care               | 1.5                | 0              | -1.5     | 18         | 0            |
| Home Maintenance           | 112                | 37             | -75      | 1344       | 360          |
| Transport                  | 63                 | 12             | -51      | 762        | 187          |
| Meals on Wheels            | 334                | 136            | -198     | 4011       | 854          |
| Other food services        | 25                 | 0              | -25      | 299        | 0            |

**TOWNSCAPE:**

Watering continues for all the new trees add pots, it is a time-consuming job but very essential.

Horticulturist, Mike Brown, has recently been to Wagin and inspected all the trees and pots, due to the very dry weather there is a few under a bit of stress and there are a couple of trees that might need replacing, this will continue to be monitored.

Mike, after Woolorama, will look at the pots in Tudhoe and Tudor Streets and other planting in those streets.

**TOURISM AND PROMOTION:**

January/February Shire Facebook Report

21/02/2019

The Facebook page has posted 27 times since the last report – December 7<sup>th</sup> – with the biggest audience award being the closing of the RV area until after Woolorama with 7400 people seeing this post.

- Christmas Street Carnival – 14<sup>th</sup> Dec – 993 people
- Councillors and staff wishing all a Merry Christmas – 18<sup>th</sup> Dec – 426 people
- CBH funding round – 19<sup>th</sup> Dec – 479 people
- Dr's Christmas hours – 20<sup>th</sup> Dec – 530 people
- Ranger Christmas hours – 21<sup>st</sup> Dec – 470 people
- Happy New Year – 31<sup>st</sup> Dec - 460 people
- Australia Day Breakfast flyer – 8<sup>th</sup> Jan – 613 people
- Trainee Position Flyer – 9<sup>th</sup> Jan – 895 people
- Noongar Sports flyer – 10<sup>th</sup> Jan – 444 people
- Roller plant operator position – 14<sup>th</sup> Jan – 817 people
- Final Trim grader operator position – 14<sup>th</sup> Jan – 1300 people
- Harvest ban hotline number – 16<sup>th</sup> Jan – 568 people
- Office phones down notice – 17<sup>th</sup> Jan – 373 people
- Bin System flyer – 18<sup>th</sup> Jan – 1600 people
- Australia Day Monday Public holiday – 25<sup>th</sup> Jan – 425 people
- HACC position – 25<sup>th</sup> Jan – 603 people
- Australia Day award winners – 26<sup>th</sup> Jan – 929 people
- New Red bin delivery flyer – 29<sup>th</sup> Jan – 943 people
- New Bin system flyer – 1<sup>st</sup> Feb – 682 people
- Office phones down notice – 1<sup>st</sup> Feb – 392 people
- Public Hearing notice – 4<sup>th</sup> Feb – 608 people
- Tips on reducing your waste flyer – 5<sup>th</sup> Feb – 907 people
- Sports Precinct Meeting – 6<sup>th</sup> Feb – 1100 people
- RV park closed over Woolorama flyer – 7<sup>th</sup> Feb – 7400 people (our biggest ever)
- School kids get overview of new bin system – 7<sup>th</sup> Feb – 597 people
- Bin system frequently asked questions – 7<sup>th</sup> Feb – 533 people
- Bin video clip – 8<sup>th</sup> Feb – 525 people

Our total page "likes" is currently sitting at 1100 – with the page total being up by .3%.

To compare our likes to other shire pages:

- Wickepin – 664
- Williams – 385
- Kondinin – 301
- Lake Grace – 442
- Kojonup – 818

Wagin Woolorama Page is now at 1800 likes.

## RECREATION AND CULTURE:

### Library Report December 2018 and January 2019

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

#### Library Update:

Dale Painter has installed the new sink in the library, with a beautiful cupboard. All the tea/coffee items are now able to be packed away and that section of the library looks a lot neater. Cups are able to be washed immediately now too, which is great.

#### Library Events:

- None held in reporting period.

#### Library Regular Activities:

- There was no Book Club in January 2019. Next Book Club session will be held on Saturday February 16<sup>th</sup>.
- Waratah Lodge regular readers' weekly exchange of books, DVDs, etc. Homebound visiting program to Wagin Hospital available as required.
- No Friends of Wagin Library & Gallery meetings were held in December or January. Next meeting to be held on Thursday 28<sup>th</sup> February 2019

#### Library Information Distribution

Rural Health West Surveys have been dropped off at the library for distribution by library staff to the over 65s.

#### Library Statistics:

343 patron visits for July August reporting period.

- 4 new borrowers joined the library during this reporting period;
- 32 successful inter-library loan requests for items from Wagin Library & Gallery patrons;
- 2 unsuccessful searches for titles through VDX for patron requested items, not yet in SLWA stock.
- 3 inter-library loan requests from other public libraries throughout WA for our items; 2 not supplied.
- 5 requests for information searches undertaken for Wagin library patrons by library staff;
- 2 public access computer users; 0 WiFi users. Patrons and visitors will now be notified that public access computer able to be used when needed.
- 8 community members enjoyed free tea or coffee in the library;
- 12 community members and library patrons reading and relaxing in the library.
- 25 phone transactions relating to library matters - patron request for renewals; requests for information from other libraries, and from us to staff at other libraries; library event planning.

**Patron Comments and Suggestions:**

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

**Up and coming news and events:**

Discussions are being held with Susanne Wilder, author of 17 health and fitness books. She has recently moved to Woodanilling and is keen to give an author talk to patrons of the library in Wagin.

**Swimming Pool Report**

Numbers for visits up to 16<sup>th</sup> of February are down by 1603 from last year at the same time. December was slow, even the VacSwim numbers were drastically lower than recent years. Although, for the month of January, they are up by 225, showing it was possibly the intermittent weather affecting the beginning of the season. We have had more out of town visitors than I can remember in the past season. People from Narrogin and Katanning are frequenting the pool more often. We have had many visitors from Perth, Mandurah, a few from Kulin etc, and all have commented on the facilities being spectacular.

Currently we have the In Term School swim lessons on and so far the weather is holding out and it has been a great first week. February 26<sup>th</sup> will see the school carnival being held and hopefully better every year.

Facebook has 271 followers, up from 253 at last report. There haven't been many postings over the holiday other than an explanation of hours over Australia Day, VacSwim lesson information, and a few beautiful pics of the swimming pool.

Numbers:

Adult - 785

Child - 1586

Family - 180 (x avg of 5) – the one area that has increased since last season

Spectator - 613

Under 5 - 420

Passes – 2973

**TOTAL 7277 visits so far this season**

**Recreation Centre Report**

**Nil Report**

**Community Gymnasium**

On Friday 1<sup>st</sup> March will see the Community Gym celebrate its first birthday, that is one year since it opened to the community. We believe it has been a great success with huge health and social benefits to the community of Wagin.

In its first year of operation we have had 157 people join as members with income in excess of \$16,000. Currently there are 116 financial members, however more than half of the membership expires at the end of February and are still to renew.

We recently had Gymcare come down to Wagin and service the equipment, this will be done on an annual basis.

## **Community Events**

### Wagin Street Carnival

The annual Wagin Christmas Street Carnival was held on the 14<sup>th</sup> December in Tavistock Street.

The Wagin Action Group again were the main organisers and took charge running the event with the assistance from Shire staff. The move to Tavistock Street worked very well with the event hailed as a great success. The general feed-back has been very positive with almost everyone believing the carnival worked better in Tavistock Street.

A big thank you to Allen and his outside staff and Donna George for their efforts in making the event such a success.

### Australia Day Breakfast and Awards

Wagin held our Australia Day breakfast on Saturday January 26<sup>th</sup> with a great turn out of 187 people attending for the 7am start. The set-up work was done by the Shire and the service clubs of Wagin – and the flag raising was jointly done with the local Ambulance, local fire brigade and a member of Rotary.

This year's Australia Day Ambassador, Graham Edwards presented an inspiring talk with a good range of local knowledge – having played football locally. He then went on to present our community awards:

Ross and Carol Goldsmith winning the Community citizen Award for their years of service to the local Bush fire brigade.

Tony Baxter winning the Senior citizen award for his service to the Rotary Club of Wagin along with many years working with the Woolorama

The committee of la lumiere won the Community Event award – for their work done on the long table dinner held in October 2018.

We had our first Citizenship presentation this year, with Edward Porter becoming an Australian. Ed has been in Wagin for a number of years, working for Kellie Patterson, along with volunteering with Wagin Action group and the local bush fire brigade.

### Thank A Volunteer BBQ

The Shire again received funding from the Department of Local Government, Sport and Cultural Industries to hold this year's Thank A Volunteer BBQ.

The event will again be held at the Wagin Swimming Pool on Friday 22<sup>nd</sup> February, a report on of the event will be in next month's DCEO report.

## **OTHER:**

### **New Bin System**

The new three bin system officially commenced on the 20 of February 2019 with the first pick up of the new 140 litre general waste bin and the fortnightly green waste bin.

The new 140 litre red lidded general waste bins were delivered on Saturday 2<sup>nd</sup> February and the green waste bin lids have been rolled out over the past couple of weeks.

Information flyers have been delivered to each house hold explaining the new system as well as relevant information put out on face book, Shire website and Council Corner.

Staff, through the assistance of our refuse contractor, will monitor levels of compliance with the new system and address any issues or concerns.

**CONSULTATION/COMMUNICATION:**

Shire Staff

**STATUTORY/LEGAL IMPLICATIONS:**

Nil

**POLICY IMPLICATIONS:**

Nil

**FINANCIAL IMPLICATIONS:**

N/A

**STRATEGIC IMPLICATIONS:**

N/A

**VOTING REQUIREMENTS:**

Simple Majority

**3953 OFFICERS RECOMMENDATION & COUNCIL DECISION**

Moved: Cr. G R Ball

Seconded: Cr. G K B West

That Council receive the Deputy Chief Executive Officer's report for December 2018 / January 2019.

Carried 7/0



## 12.4 CHIEF EXECUTIVE OFFICERS REPORT – DECEMBER 2018 / JANUARY 2019

|                         |   |
|-------------------------|---|
| ROponent:               | Shire of Wagin  |
| OWNER:                  | Shire of Wagin  |
| LOCATION/ADDRESS:       | N/A   |
| AUTHOR OF REPORT:       | Chief Executive Officer   |
| SENIOR OFFICER:         | N/A   |
| DATE OF REPORT:         | 20 <sup>th</sup> February 2019  |
| PREVIOUS REPORT(S):     | 10 <sup>th</sup> December 2018  |
| DISCLOSURE OF INTEREST: | Nil   |
| FILE REFERENCE:         | N/A   |
| ATTACHMENTS:            | 1, Wagin Aviation Campus (under separate cover), 4. Wagin Community Centre, 5. Waste Local Law, 7. Container Deposit Scheme (CDS) 9. Correspondence Minister for Environment and Disability Services – Pyrolysis, 17. WA Local Government Grants Commission – Public Hearing Agenda, 18. Local Government – National Redress Scheme, 20. Local Government Act Review, 21. 2018 / 2019 Audit – Auditor General |

### 1) WAGIN AIRFIELD – PILOT TRAINING

Murray Slavin, The Shire President and the CEO recently met in Perth to gauge the interest in trying to establish a pilot training school in Wagin. This is a follow on from the EIO that QANTAS recently advertised.

Information is currently being put together to support the establishment of the training school and it is hoped that a meeting, in Perth in early September, with several knowledgeable people in early September, may result in a positive move forward on this project.

#### Updates:

**October 2018** – Further information seeking has been undertaken over the past month seeking the right person to prepare a business case for the proposal.

**November 2018** – After numerous phone calls regarding the business case for the pilot training school, I have engaged Lily Old from Slavin Architects at a cost of \$4,000. Lily assisted with the Airport Master Plan and has a good understanding of what is required. I also feel the expertise that will be available to her will result in a very good document.

**December 2018 – Further developments over the month: -**

*From Murray Slavin -*

Based on our discussion yesterday, we'll work on the business plan encompassing:

- Up to five in training
  - Two aircraft
  - One instructor
- Up to 10 in training
  - Three aircraft

- Two instructors
- Up to 20 in training
  - Five aircraft
  - Four instructors
  - One coordinator/assistant

**January 2019** – No further developments

### **February 2019 - WAGIN AVIATION CAMPUS**

A "DRAFT" business plan has been developed by Murray Slavin and Lily Auld from Slavin Architects - Fremantle. A copy of the document is under separate cover and it appears to be workable and financially viable.

Any comments would be welcomed

### **2) THREE BIN WASTE SYSTEM**

As circulated earlier, the three-bin system commenced with the first green waste collection on Wednesday 20<sup>th</sup> February 2019.

An education program has begun regarding the new system and this will also target correct items for disposal into the recycling bins.

Great Southern Waste has commenced changing the lids from dark green to lime green for the green waste in late January 2019. The 140lt red lid bins will be dropped off to residences in mid-February 2019. The recycle bin remains the same.

We are planning on being involved at the WALGA stand that this year's Woolorama as they will be providing information on the Container Deposit Scheme (CDS) and exchanging bottles & cans for 10c each, similar to the CDS

We have also received correspondence from the Min for the Environment, and Waste Authority regarding the withdrawal of our "Better Bins" application. See attached.

### **3) COMPLAINT REGARDING UNIGRAIN - 31 STEWART RD WAGIN**

Unigrain Executive met with the President and CEO on the 13.11.18 to discuss the letter that was sent to them and to see what they are doing about the issue.

They will be responding in due course but advised that all oat husks are now (since Feb or Mar 2018) being stored in an enclosed storage facility and every effort is being made to keep the whole site clean and tidy.

It does appear that they are trying to accommodate the complainant.

**December 2018** – The Depart of Water & Environmental Regulation (DWER) will be inspecting the Unigrain site as part of its normal inspection process in the near future.

**January 2019** – A letter has been received from Unigrain explaining the situation and their actions in containing the husks.

The matter has now been finalised

### **4) WAGIN COMMUNITY CENTRE**

The Community Centre Management committee have written advising that they will be installing new fire escape stairs over the next few months. The work is being undertaken

by Murray Cooke in Katanning for a cost of \$16,414.00. Attached is a copy of the correspondence from the committee.

#### 5) WASTE LOCAL LAW

I have attached a copy of a "Waste Local Law" that should be considered as part of the introduction of the Container Deposit Scheme (CDS). The creation of this local law will give Council greater power over people taking CDS bottles out of kerbside and street bins.

The 4WDL are looking at adopting the local law as a group to reduce costs as well as have some uniformity across several local Shires.

#### 6) WALGA COUNCILLOR AND STAFF TRAINING

WALGA recently sort EOI from Councils wishing to host training and workshops. I have nominated Wagin as a possible site due to the facilities we have and location.

Throughout 2019 WALGA will be holding a number of training & workshop sessions in regional areas.

#### 7) CONTAINER DEPOSIT SCHEME - POSITION PAPER - DEPARTMENT OF PLANNING

I have attached a copy of a position paper from the Dept of Planning regarding the Container Deposit Scheme that is to be introduced in early 2020.

The CEO recently attended a workshop on the proposed Container Deposit Scheme (CDS). It is anticipated that the scheme will be up and running by March 2020. There appears to be a number of issues that have not yet been resolved which is of concern. i.e. drop off points etc

Mr Ron Walker has prepared a very good report on his view on the scheme and I have attached it for future information.

#### 8) AUSTRALIA DAY – CITIZENSHIP CEREMONIES

As Councillors would be aware there was some debate regarding Citizenship Ceremonies conducted by local government of late.

The proposal from January 2020 is for ceremonies to be only conducted on the 26<sup>th</sup> January and the 17<sup>th</sup> September (Australian Citizenship Day) each year.

There is also a dress standard that is requested.

**CEO Comment** – The media hype over this was not warranted. Nothing will change for Wagin regarding the ceremonies. It was targeted at the larger Metropolitan Councils. Councils with under 20 ceremonies a year can continue to do as they currently do.

#### 9) MINISTER FOR ENVIRONMENT AND DISABILITY SERVICES

Following is a letter from the Minister regarding our meeting of the 26<sup>th</sup> November 2018 regarding the pyrolysis plant for waste disposal. See attached letter

#### 10) SHIRE OFFICE - ROOF COATING QUOTE

Westcoat visited Wagin on the 8<sup>th</sup> January 2019 to provide a quote to coat the Shire Office roof. The work will also involve cleaning the clay tiles and installing some gutter guards as well as sealing the roof.

Further information will be provided as it is received.

**11) MITIGATION ACTIVITY FUND**

As Council would be aware, we have received \$222,000 in funding to assist with reducing fire risks on Mt Latham, Piesseville and portion of the North Wagin Reserve. Entire Fire Management and Wagin Earthmoving were asked to provide quotes for the work.

The work involves mechanical firebreaks and some burning at Mt Latham and North Wagin Reserve.

It is proposed at this time to commence mechanical clearing on Mt Latham in early March 2019. This work will take about 3 weeks to complete and then move to Piesseville.

It is expected that burning will occur using both Entire Fire Management and the Wagin Bush Fire Brigades on late March / early April or as weather dictates.

The funding must be expended by the end of May 2019

**12) CENTRAL COUNTRY ZONE WALGA – CORRIGIN MEETING – 15<sup>th</sup> MARCH 2019**

The next meeting of the Central Country Zone will be held in Corrigin hosted by the Shire of Corrigin. Details for the meeting are provided below.

|                   |  |
|-------------------|--|
| Meeting Date      | Friday 15 March 2019   |
| Meeting Type      | In-person meeting  |
| Venue             | Corrigin Recreation and Events Centre. Larke Crescent Corrigin |
| Meeting Commences | 9.30am<br>Tea and Coffee from 9.00am                           |
| Morning Tea       | 10.30am  |

**All items for inclusion in the Meeting Agenda must be with me no later than Friday 1 March 2019**

For catering purposes could you please advise me by Wednesday 6 March 2019 how many delegates/representatives will be attending from your Council. In advising of the details of the number of delegates attending could you also advise of any specific dietary requirements.

It is anticipated that the meeting papers will be made available to delegates by Friday 8 March 2019.

The CEO will be submitting an agenda items regarding a fixed price for the Audit fees that will be undertaken by the Auditor General Office

**13) MINISTER FOR LOCAL GOVERNMENT - VISIT – 15<sup>th</sup> MARCH 2019 - 8.30am**

The Minister for Local Government – Hon David Templeman MLA will be visiting Wagin on the 15<sup>th</sup> March 2019 @ 8.30am.

The Shire President and Deputy Shire President will be meeting with him along with any other interested Councillors

#### 14) STREET LIGHTS - UNICORN ST – UMBRA STREET to SCOTT STREET

Over the past 6 months we have been seeking to obtain a price to install 6 street lights along Unicorn Street

A price was finally received for the job \$12,353.00. The CEO then obtained a price for solar lighting for the same area however the cost was approx. \$5,200 per light.

We have not included these lights in the current budget and I propose that it be considered in the 2019/20 budget considerations.

#### 15) RAV NETWORK

Submissions have been made to MRWA to have the following roads RAV 4 rated: -

- Bullock Hills Road – Tudhoe Street to Airfields Road
- Vernal Street from Bullock Hills Road to Ventnor Street

The outcome of these submissions should be known in the next few months.

#### 16) WA LOCAL GOVERNMENT GRANTS COMMISSION – PUBLIC HEARING

The WA Grants Commission has advised that it will be holding a public hearing here in Wagin on Wednesday 27<sup>th</sup> March 2019 from 3pm to 5pm.

I have attached a copy of the agenda for the Hearing. The CEO did send to all Councillors a copy of this notice.

The hearings are well worth attending and are very informative.

The WA Grants Commission is the body who distributes the Federal Assistance grant (FAGs) which is worth about \$1.3mil to Council each year.

#### 17) NATIONAL REDRESS SCHEME – LOCAL GOVERNMENTS INVOLVEMENT

I have included a number of items regarding this issue.

This matter will be further discussed during 2019 so I have attached some background information. One of the recommendations from the Royal Commission involved Local Government. WALGA have been preparing documentation and hosting webinars on this subject.

The matter will also be raised at the next Central Country Zone Meeting on the 15<sup>th</sup> March 2019.

WALGA recently hosted a webinar on this matter.

Local Government was mentioned in the findings of the Royal Commission into abuse and as such now have some additional requirements placed upon Councils.

There is an expectation that Councils will appoint from within our current employees a Child Safety Officer.

There are no current redress applications naming a local government under the redress scheme.

One area of concern for the CEO is the Direct and Indirect circumstances

**Direct** – Council run child care services, aquatic and recreation facilities, youth facilities, holiday program and activity services, events

**In-Direct** – Council settings provided to or activities provided by another party (hiring of facilities, contracting of services)

**It could be said that by hiring a venue to someone there is the assumption that we are responsible for what went on there.** It could put Local Government in a difficult situation.

### 18) DIGITAL NOTICE BOARD

Work has been progressing regarding this matter.

Additional quotes are being obtained from other suppliers. The approx. price of the units will be in the region of \$40,000 plus installation.

It is planned to have an agenda item for the March Council meeting on this project.

### 19) LOCAL GOVERNMENT ACT REVIEW – FEEDBACK

Any feedback regarding this matter. There has been a number of workshops etc regarding this matter and I think we now need to wait and see that has been included in the new Act

Are there any comments??

### 20) AUDITOR GENERAL – 2018 / 19 AUDIT

We have received correspondence from the Auditor General regarding the process of the 2019/20 Audit.

One item that is of concern is the fees payable for the “service”. They will advise the fees before April 2019. This will be indicative and the fee may increase if there are any additional costs due to matters such as poor quality reports etc. We could be looking at a fee in the region of \$25,000+

I find this method contrary to our purchasing policy which we are reminded of frequently by our Auditors.

### 21) STAFF

- Peter Webster will be on leave 8<sup>th</sup> April 2019 and returning 6<sup>th</sup> May 2019
- Peter Webster will be on leave in late August / early Sept 2019

### 22) MEETINGS

- Meeting with Minister  
for Local Government 15.3.19 Wagin – 8.30am
- Central Country Zone 15.3.19 Corrigin - 9.30am
- Council meeting 26.3.19 Council Chambers Wagin – 7pm
- WA Grants Commission 27.3.19 Shire Office Wagin
- Council meeting 16.4.19 Council Chambers Wagin – 7pm

### CONSULTATION/COMMUNICATION

Nil

### STATUTORY/LEGAL IMPLICATIONS:

Nil

### POLICY IMPLICATIONS:

Nil

**FINANCIAL IMPLICATIONS:**

Nil

**STRATEGIC IMPLICATIONS:**

Nil

**VOTING REQUIREMENTS:**

Simple

**3954 OFFICERS RECOMMENDATION & COUNCIL DECISION**

Moved: Cr. B L Kilpatrick

Seconded: Cr. G R Ball

That Council receive the Chief Executive Officer's report for December 2018 / January 2019.

Carried 7/0





The Secretary  
Wagin Community Centre  
C/- PO Box 270  
WAGIN WA 6315

Peter Webster  
Wagin Shire Council  
PO Box 200  
WAGIN WA 6315

Dear Peter

I write on behalf of the Wagin Community Centre Management Committee which includes representatives from groups such as Wagin Arts & Craft, Wagin RSL, Wagin Food Relief, all users of the building. Further committee members are made up from various volunteers of the community. This Group manages the Community Centre building which is owned by the Wagin Shire Council at Tudhoe Street.

The Committee has for some time realised it needs to replace the fire escape stairs at the back of the building to ensure the safety of users of the first story. After many avenues of investigation, it has been decided we will engage the services of Katanning builder Murray Cooke, please find quote attached.

You will notice there is a note on the quote stating  
Owners responsibility -

- A) Level ground back car park for crane or manitou to work
- B) Remove old staircase leaving top landing from back door to first set of posts.

**COPY**

It is hoped by the Wagin Community Centre Committee that Council can assist by performing the required ground work to prepare for the construction of stairs.

We hope Council are able to consider performing this request favourably.

Should you have any further queries please do not hesitate to contact myself on 0427 611 163 or Wade Longmuir, Chairperson, on 0447 611 355.

Kind regards

*Di Dohle*

Di Dohle  
Secretary

January 8, 2019.

| Officer          |  | Comment     |
|------------------|--|-------------|
| Action Required  |  | CEO<br>MOW. |
| Information Only |  |             |
| Actioned         |  |             |
| Scanned          |  |             |
|                  |  |             |

*ASL*

# MURRAY COOKE

Registered Building Practitioner #7940

Po Box 205 Katanning WA 6317

Phone: 08 9824 1694

Fax: 08 9824 1750

Mobile: 0403 381 428

Attention: Wade Langmuir

Re: Wagon Hall back staircase

Owners responsibility ① level ground back carpark for crane or manhoop to work

② Remove old staircase leaving top landing, from back door to first set of posts.

## ESTIMATE

- \* Replace 2 existing timber posts with 100x100x3m - duragalv, + concrete in place to support back landing -
- \* Form up a pair 2.4 x 2.4 x 150mm deep concrete slab to support new staircase
- \* Pick up staircase from fabrication firm in Bunbury -
- \* Prime cost of \$1100 allowed for crane hire -
- \* Accommodation + travel from Katanning -
- \* Supply hot dipped galvanised staircase approx, diameter of 1700mm + approx, 4900 high
- \* No allowance made for electrician, plumber, painter or underground cables.

Estimate to fabricate spiral staircase - \$ 8174

Materials incl crane - \$ 3300

labour : \$ 4946

\$ 16,416



**[INSERT NAME OF LOCAL GOVERNMENT]**

**CONTENTS**

**WASTE LOCAL LAW [INSERT YEAR]**

Part 1 - Preliminary

1.1 Short title

1.2 Commencement

1.3 Interpretation

1.4 Application

1.5 Meaning of term used in this local law

1.6 Local public notice of determination

1.7 Fines, fees and charges

1.8 Power to provide waste services

Part 2 - Local government waste management

2.1 Supply of receptacles

2.2 Deposit of waste in receptacles

2.3 General waste receptacles

2.4 Recycling waste receptacles

2.5 Organic waste receptacles

2.6 Location to place waste receptacles

2.7 Location of receptacles

2.8 Location of receptacles

2.9 Location of receptacles

2.10 Location of receptacles

2.11 Location of receptacles

2.12 Location of receptacles

2.13 Location of receptacles

2.14 Location of receptacles

2.15 Location of receptacles

2.16 Location of receptacles

2.17 Location of receptacles

2.18 Location of receptacles

2.19 Location of receptacles

2.20 Location of receptacles

2.21 Location of receptacles

2.22 Location of receptacles

2.23 Location of receptacles

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**Waste Avoidance and Resource Recovery Act 2007  
Local Government Act 1995**

**[INSERT NAME OF LOCAL GOVERNMENT]**

**Waste Local Law [insert year]**

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**Waste Avoidance and Resource Recovery Act 2007  
Local Government Act 1995**

**[INSERT NAME OF LOCAL GOVERNMENT]**

**Waste Local Law [insert year]**

Under the powers conferred on it by the *Waste Avoidance and Resource Recovery Act 2007*, the *Local Government Act 1995* and under all other enabling powers, the Council of the **[insert name of local government]** resolved on **[insert date]** to make the following local law.

**Part 1 - Preliminary**

**1.1 Short title**

This is the **[insert name of local government]** Waste Local Law **[insert year]**.

**1.2 Commencement**

This local law commences 14 days after the day on which it is published in the *Government Gazette*.

**1.3 Application**

This local law applies throughout the district.

**1.4 Repeal**

**[Insert name of local law, or part of local law, to be repealed]**, published in the *Government Gazette* on **[insert date]**, is repealed.

**1.5 Meaning of terms used in this local law**

(1) In this local law—

**authorised person** means a person appointed by the local government under section 9.10 of the LG Act to perform any of the functions of an authorised person under this local law;

**collectable waste** means local government waste that is not—

- (a) liquid refuse;
- (b) liquid waste; or
- (c) non-collectable waste;

**collectable waste receptacle** means a receptacle for the deposit and collection of collectable waste that is—

- (a) a recycling waste receptacle;
- (b) a general waste receptacle; or
- (c) an organic waste receptacle;

**collection**, when used in relation to a receptacle, means the collection and removal of collectable waste from the receptacle by the local government or its contractor;

**collection day** means the day determined by the local government for the collection of collectable waste in the district or a part of the district;

**collection time** means the time on the collection day determined by the local government for the collection of collectable waste in the district or a part of the district;

**costs** of the local government include administrative costs;

**Council** means the council of the local government;

**district** means the district of the local government;

**general waste receptacle** means a receptacle for the deposit and collection of collectable waste that is not recycling waste;

**LG Act** means the *Local Government Act 1995*;

**LG Regulations** means the *Local Government (Functions and General) Regulations 1996*;

**local government** means **[insert name of local government]**;

**local government waste** has the same meaning as in the WARR Act;

**non-collectable waste** has the meaning set out in Schedule 1;

**occupier** in relation to premises, means any or all of the following—

- (a) a person by whom or on whose behalf the premises are actually occupied; or
- (b) a person having the management or control of the premises;

**organic waste** means waste that decomposes readily, such as garden waste or food waste;

**organic waste receptacle** means a receptacle for the deposit and collection of organic waste ;

**owner** has the same meaning as in the LG Act;

**public place** includes a place to which the public ordinarily have access, whether or not by payment of a fee;

**receptacle**, means a receptacle—

- (a) that has been supplied for the use of the premises by the local government or its contractor, or which has otherwise been approved by the local government; and
- (b) the waste from which is collected and removed from the premises by the local government or its contractor;

**recycling waste receptacle** means a receptacle for the deposit and collection of recycling waste;

**recycling waste** means—

- (a) paper and cardboard;
- (b) plastic containers comprised of polyethylene terephthalate or high density polyethylene;
- (c) glass containers;
- (d) steel containers;
- (e) aluminium containers;
- (f) liquid paper board; and
- (g) any other waste determined by the local government to be recycling waste;

**specified** means specified by the local government or an authorised person, as the case may be;

**street alignment** means the boundary between the land comprising a street and the land that abuts the street;

**WARR Act** means the *Waste Avoidance and Resource Recovery Act 2007*;

**WARR Regulations** means the *Waste Avoidance and Resource Recovery Regulations 2008*;

**waste** has the same meaning as in the WARR Act;

**waste facility** means a waste facility, as defined in the WARR Act, that is operated by the local government; and

**waste service** has the same meaning as in the WARR Act.

- (2) Where, in this local law, a duty or liability is imposed on an owner or occupier, or on an owner and occupier, the duty or liability is taken to be imposed jointly and severally on each of the owners or occupiers.

## 1.6 Local public notice of determinations

Where, under this local law, the local government has a power to determine a matter –

- (a) local public notice, under section 1.7 of the LG Act, must be given of the matter determined;
- (b) the determination becomes effective only after local public notice has been given;
- (c) the determination remains in force for the period of one year after the date that local public notice has been given under subclause (a);
- (d) after the period referred to in subclause (c), the determination continues in force only if, and for so long as, it is the subject of local public notice, given annually, under section 1.7 of the LG Act; and
- (e) the determination must be recorded in a publicly accessible register of determinations that must be maintained by the local government.

### **1.7 Rates, fees and charges**

The local government's powers to impose rates, fees and charges in relation to waste services are set out in sections 66 to 68 of the WARR Act and sections 6.16 and 6.17 of the LG Act.

### **1.8 Power to provide waste services**

The local government's power to provide, or enter into a contract for the provision of, waste services is dealt with in section 50 of the WARR Act.

## **Part 2 - Local government waste**

### **2.1 Supply of receptacles**

- (1) The local government is to supply, for the use of each premises that are, or are capable of being, occupied or used for residential purposes, one or more receptacles for the collection and removal, from those premises, of collectable waste.
- (2) The owner of premises to which subclause (1) applies must—
  - (a) ensure that the fee or charge (if any) imposed by the local government in relation to each receptacle is paid to the local government; and
  - (b) ensure that each receptacle is used, in respect of those premises, in accordance with this local law.

### **2.2 Deposit of waste in receptacles**

- (1) An owner or occupier of premises must not deposit or permit to be deposited in a receptacle any non-collectable waste.
- (2) A person must not deposit waste in a receptacle that has been provided for the use of other premises without the consent of the owner or occupier of those premises.

### 2.3 General waste receptacles

- (1) An owner or occupier of premises must not deposit or permit to be deposited in a general waste receptacle—
  - (a) where the receptacle has a capacity of 240 litres—more than 70 kilograms of collectable waste; or
  - (b) where the receptacle has any other capacity—more than the weight determined by the local government.
- (2) Where the local government supplies recycling waste receptacles, an owner or occupier of premises must not deposit or permit to be deposited in a general waste receptacle any recycling waste.
- (3) Where the local government supplies organic waste receptacles, an owner or occupier of premises must not deposit or permit to be deposited in a general waste receptacle any organic waste.

### 2.4 Recycling waste receptacles

An owner or occupier of premises must not deposit or permit to be deposited in a recycling waste receptacle—

- (a) anything other than the particular type of recycling waste for which that receptacle was provided by the local government for those premises;
- (b) where the receptacle has a capacity of 240 litres— more than 70 kilograms of recycling waste; or
- (c) where the receptacle has any other capacity—more than the weight determined by the local government.

### 2.5 Organic waste receptacles

An owner or occupier of premises must not deposit or permit to be deposited in an organic waste receptacle—

- (a) anything other than the particular type of organic waste for which that receptacle was provided by the local government for those premises;
- (b) where the receptacle has a capacity of 240 litres - more than 70 kilograms of organic waste; or
- (c) where the receptacle has any other capacity - more than the weight determined by the local government.

### 2.6 Direction to place or remove a receptacle

- (1) The local government or an authorised person may give a written direction to an owner or occupier of specified premises —
  - (a) to place a receptacle in respect of those premises for collection; or
  - (b) to remove a receptacle in respect of those premises after collection.

- (2) The direction under subclause (1) may specify when the placement or removal is to occur, or where the receptacle is to be placed, or both.
- (3) An owner or occupier of premises must comply with a direction given under this clause.

## 2.7 Duties of owner or occupier

An owner or occupier of premises must—

- (a) except for a reasonable period before and after collection time, keep each receptacle in a storage space or area that is behind the street alignment;
- (b) take reasonable steps, if placing a receptacle for collection on the verge adjoining the premises, or other area as determined by the local government, ensure that, within a reasonable period before collection time, each receptacle is —
  - (i) within 1 metre of the carriageway;
  - (ii) placed so that it does not unduly obstruct any footpath, cycle way, right-of-way or carriageway; and
  - (iii) facing squarely to the edge of and opening towards the carriageway,or in such other position as is approved in writing by the local government or an authorised person;
- (c) take reasonable steps to ensure that the premises are provided with an adequate number of receptacles; and
- (d) if the receptacle is lost, stolen, damaged or defective, notify the local government, as soon as practicable, after the event.

## 2.8 Exemption

- (1) An owner or occupier of premises may apply in writing to the local government for an exemption from compliance with the requirements of clause 2.7(a) or (b).
- (2) The local government or an authorised person may grant, with or without conditions, or refuse an application for exemption from compliance under this clause.
- (3) An exemption granted under this clause must state—
  - (a) the premises to which the exemption applies;
  - (b) the period during which the exemption applies; and
  - (c) any conditions imposed by the local government or the authorised person.
- (4) An exemption granted under this clause ceases to apply —

- (a) if the local government decides, on reasonable grounds, that there has been a failure to comply with a condition of the exemption; and
- (b) from the date that the local government informs the owner or occupier of its decision under clause 2.8(4)(a).

## 2.9 Damaging or removing receptacles

A person, other than the local government or its contractor, must not—

- (a) damage, destroy or interfere with a receptacle; or
- (b) except as permitted by this local law or as authorised by the local government or an authorised person, remove a receptacle from any premises to which it was delivered by the local government or its contractor.

## 2.10 Verge collections

- (1) Where the local government has advertised a verge waste collection (such as a green waste, or a bulk waste, verge collection) a person, unless with and in accordance with the approval of the local government or an authorised person—
  - (a) must deposit waste only during the period of time, and in accordance with other terms and conditions, as advertised by the local government in relation to that verge waste collection; and
  - (b) must otherwise comply with those terms and conditions.
- (2) Where waste has been deposited on a verge for a verge waste collection, a person must not remove any of that waste for a commercial purpose but may remove it for any other purpose.
- (3) Except where waste is lawfully removed from a verge under this clause, a person must not disassemble or tamper with any waste deposited on a verge for a verge waste collection so as to increase the risk of harm to any person.
- (4) Clause 2.10(2) does not apply to the local government or a person engaged or contracted by the local government in relation to the verge waste collection.

## Part 3 - General duties

### 3.1 Duties of an owner or occupier

An owner or occupier of premises must—

- (a) take reasonable steps to ensure that a sufficient number of receptacles are provided to contain all waste which accumulates or may accumulate in or from the premises;
- (b) ensure that each receptacle is kept in good condition and repair;
- (c) take all reasonable steps to—

- (i) prevent fly breeding and keep each receptacle free of flies, maggots, cockroaches, rodents and other vectors of disease;
  - (ii) prevent the emission of offensive or noxious odours from each receptacle; and
  - (iii) ensure that each receptacle does not cause a nuisance to an occupier of adjoining premises; and
- (d) whenever directed to do so by the local government or an authorised person, thoroughly clean, disinfect, deodorise and apply a residual insecticide to each receptacle.

### **3.2 Removal of waste from premises**

- (1) A person must not remove any waste from premises unless that person is—
- (a) the owner or occupier of the premises;
  - (b) authorised to do so by the owner or occupier of the premises; or
  - (c) authorised in writing to do so by the local government or an authorised person.
- (2) A person must not remove any waste from a receptacle without the approval of –
- (a) the local government or an authorised person; or
  - (b) the owner or occupier of the premises at which the receptacle is ordinarily kept.

### **3.3 Receptacles and containers for public use**

A person must not, without the approval of the local government or an authorised person—

- (a) deposit household, commercial or other waste from any premises on or into; or
- (b) remove any waste from,

a receptacle provided for the use of the general public in a public place.

## **Part 4 - Operation of waste facilities**

### **4.1 Operation of this Part**

This Part applies to a person who enters a waste facility.

### **4.2 Hours of operation**

The local government may from time to time determine the hours of operation of a waste facility.

#### 4.3 Signs and directions

- (1) The local government or an authorised person may regulate the use of a waste facility—
  - (a) by means of a sign; or
  - (b) by giving a direction to a person within a waste facility.
- (2) A person within a waste facility must comply with a sign or direction under subclause (1).
- (3) The local government or an authorised person may direct a person who commits, or is reasonably suspected by the local government or the authorised person of having committed, an offence under this clause to leave the waste facility immediately.
- (4) A person must comply with a direction under subclause (3).

#### 4.4 Fees and charges

- (1) Unless subclause (3) applies, a person must, on or before entering a waste facility or on demand by the local government or an authorised person, pay the fee or charge as assessed by an authorised person.
- (2) An authorised person may assess the fee or charge in respect of a particular load of waste at a rate that applies to any part of that load, even if that rate is higher than the rate that would apply to any other part of the load.
- (3) Subclause (1) does not apply—
  - (a) to a person who disposes of waste in accordance with the terms of—
    - (i) a credit arrangement with the local government; or
    - (ii) any other arrangement with the local government to pay the fee or charge at a different time or in a different manner; and
  - (b) to the deposit of waste owned by the local government, or in the possession of an employee on behalf of the local government.

#### 4.5 Depositing waste

- (1) A person must not deposit waste at a waste facility other than—
  - (a) at a location determined by a sign and in accordance with the sign; and
  - (b) in accordance with the direction of an authorised person.
- (2) The local government may determine the classification of any waste that may be deposited at a waste facility.

#### 4.6 Prohibited activities

- (1) Unless authorised by the local government, a person must not—

- (a) remove any waste or any other thing from a waste facility;
  - (b) deposit at a waste facility that is a landfill site any waste that is toxic, poisonous or hazardous, or the depositing of which is regulated or prohibited by any written law;
  - (c) light a fire in a waste facility;
  - (d) remove, damage or otherwise interfere with any flora in a waste facility;
  - (e) remove, injure or otherwise interfere with any fauna in a waste facility; or
  - (f) damage, deface or destroy any building, equipment, plant or property within a waste facility.
- (2) A person must not act in an abusive or threatening manner towards any person using, or engaged in the management or operation of, a waste facility.

### **Part 5 - Enforcement**

#### **5.1 Objection and appeal rights**

Division 1 of Part 9 of the LG Act applies to a decision under this local law to grant, renew, vary or cancel –

- (a) an approval under clause 2.7(b);
- (b) an exemption under clause 2.8(2);
- (c) an approval under clause 2.9(b);
- (d) an approval under clause 2.10(1);
- (e) an authorisation under clause 3.2(1)(c);
- (f) an approval under clause 3.2(2); and
- (g) an approval under clause 3.3.

#### **5.2 Offences and general penalty**

- (1) A person who fails to do anything required or directed to be done under this local law, or who does anything which under this local law a person is prohibited from doing, commits an offence.
- (2) A person who commits an offence under this local law is liable, on conviction, to a penalty not exceeding \$5,000, and if the offence is of a continuing nature, to a further penalty not exceeding \$500 in respect of each day or part of a day during which the offence has continued.

#### **5.3 Other costs and expenses**

- (1) A person who is convicted of an offence under this local law is to be liable, in addition to any penalty imposed under clause 5.2, to pay to the local

government the costs and expenses incurred by the local government in taking remedial action such as—

- (a) removing and lawfully disposing of toxic, hazardous or poisonous waste; or
  - (b) making good any damage caused to a waste facility.
- (2) The costs and expenses incurred by the local government are to be recoverable, as a debt due to the local government, in a court of competent civil jurisdiction.

#### **5.4 Prescribed offences**

- (1) An offence against a clause specified in Schedule 2 is a prescribed offence for the purposes of section 9.16(1) of the LG Act.
- (2) The amount of the modified penalty for a prescribed offence is that specified adjacent to the clause in Schedule 2.

#### **5.5 Form of notices**

- (1) Where a vehicle is involved in the commission of an offence, the form of the notice referred to in section 9.13 of the LG Act is that of Form 1 in Schedule 1 of the LG Regulations.
- (2) The form of the infringement notice given under section 9.16 of the LG Act is that of Form 2 in Schedule 1 of the LG Regulations.
- (3) The form of the infringement withdrawal notice given under section 9.20 of the LG Act is that of Form 3 in Schedule 1 of the LG Regulations.

**Schedule 1 - Meaning of 'non-collectable waste'**

[Clause 1.5(1)]

**non-collectable waste** means –

- (a) hot or burning material;
- (b) household hazardous waste, including paint, acids, alkalis, fire extinguishers, solvents, pesticides, oils, gas cylinders, batteries, chemicals and heavy metals;
- (c) any other hazardous material, such as radioactive waste;
- (d) any explosive material, such as flares or ammunition;
- (e) electrical and electronic equipment;
- (f) hospital, medical, veterinary, laboratory or pathological substances;
- (g) construction or demolition waste;
- (h) sewage;
- (i) 'controlled waste' for the purposes of the *Environmental Protection (Controlled Waste) Regulations 2004*;
- (j) any object that is greater in length, width, or breadth than the corresponding dimension of the receptacle or that will not allow the lid of the receptacle to be tightly closed;
- (k) waste that is or is likely to become offensive or a nuisance, or give off an offensive or noxious odour, or to attract flies or cause fly breeding unless it is first wrapped in non-absorbent or impervious material or placed in a sealed impervious and leak-proof container; and
- (l) any other waste determined by the local government to be non-collectable waste.



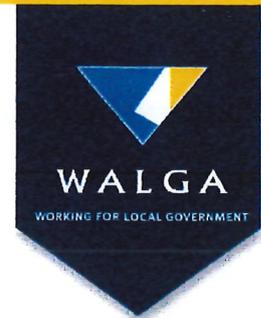
**Schedule 2 - Prescribed offences**

| Item No. | Clause No.     | Description  | Modified Penalty |
|----------|----------------|--|------------------|
| 1        | 2.1(2)(a)      | Failing to pay fee or charge   | \$350            |
| 2        | 2.1(2)(b)      | Failing to ensure lawful use of receptacle   | \$350            |
| 3        | 2.2(1)         | Depositing non-collectable waste in a receptacle                                   | \$350            |
| 4        | 2.2(2)         | Depositing waste in another receptacle without consent                             | \$350            |
| 5        | 2.3(1)         | Exceeding weight capacity of a general waste receptacle                            | \$350            |
| 6        | 2.3(2) and (3) | Depositing unauthorised waste in a general waste receptacle                        | \$350            |
| 7        | 2.4(a)         | Depositing unauthorised waste in a recycling waste receptacle                      | \$350            |
| 8        | 2.4(b) and (c) | Exceeding weight capacity of a recycling waste receptacle                          | \$250            |
| 9        | 2.5(a)         | Depositing unauthorised waste in an organic waste receptacle                       | \$350            |
| 10       | 2.5(b) and (c) | Exceeding weight capacity of an organic waste receptacle                           | \$350            |
| 11       | 2.6(3)         | Failing to comply with a direction concerning placement or removal of a receptacle | \$250            |
| 12       | 2.7(a)         | Failing to keep a receptacle in the required location                              | \$250            |
| 13       | 2.7(b)         | Failing to place a receptacle for collection in a lawful position                  | \$250            |
| 14       | 2.7(c)         | Failing to provide a sufficient number of receptacles                              | \$250            |
| 15       | 2.7(d)         | Failing to notify of a lost, stolen, damaged or defective receptacle               | \$50             |
| 16       | 2.9(a)         | Damaging, destroying or interfering with a receptacle                              | \$400            |
| 17       | 2.9(b)         | Removing a receptacle from premises  | \$400            |
| 18       | 2.10(1)        | Failing to comply with a term or condition of verge waste collection               | \$400            |
| 19       | 2.10(2)        | Removing waste for commercial purposes   | \$350            |
| 20       | 2.10(3)        | Disassembling or leaving in disarray waste deposited for collection                | \$250            |
| 21       | 3.1(a)         | Failing to provide a sufficient number of receptacles                              | \$250            |
| 22       | 3.1(b)         | Failing to keep a receptacle clean and in a good condition and repair              | \$250            |
| 23       | 3.1(c)(i)      | Failing to prevent fly breeding and vectors of disease in a receptacle             | \$350            |
| 24       | 3.1(c)(ii)     | Failing to prevent the emission of offensive odours from a receptacle              | \$350            |
| 25       | 3.1(c)(iii)    | Allowing a receptacle to cause a nuisance  | \$350            |
| 26       | 3.1(d)         | Failing to comply with a direction to clean, disinfect or deodorise receptacle     | \$300            |
| 27       | 3.2(1)         | Unauthorised removal of waste from premises  | \$250            |



| Item No. | Clause No. | Description   | Modified Penalty |
|----------|------------|---|------------------|
| 28       | 3.2(2)     | Removing waste from a receptacle without approval   | \$250            |
| 29       | 4.3(2)     | Failing to comply with a sign or direction  | \$500            |
| 30       | 4.3(4)     | Failing to comply with a direction to leave   | \$500            |
| 31       | 4.4(1)     | Disposing waste without payment of fee or charge  | \$500            |
| 32       | 4.5(1)     | Depositing waste contrary to sign or direction  | \$500            |
| 33       | 4.6(1)(a)  | Removing waste without authority in a waste facility  | \$250            |
| 34       | 4.6(1)(b)  | Depositing toxic, poisonous or hazardous waste at a waste facility                                  | \$500            |
| 35       | 4.6(1)(c)  | Lighting a fire in a waste facility   | \$300            |
| 36       | 4.6(1)(d)  | Removing or interfering with any flora in a waste facility  | \$300            |
| 37       | 4.6(1)(e)  | Removing or interfering with any fauna without approval in a waste facility                         | \$300            |
| 38       | 4.6(1)(f)  | Damaging, defacing or destroying any building, equipment, plant or property within a waste facility | \$500            |
| 39       | 4.6(2)     | Acting in an abusive or threatening manner  | \$300            |





# INTERIM SUBMISSION TO THE DEPARTMENT OF PLANNING, LANDS AND HERITAGE

## Draft Position Statement: Container Deposit Scheme Infrastructure



### INTRODUCTION

The Western Australian Local Government Association (WALGA) is the united voice of Local Government in Western Australia. The Association is an independent, membership-based group representing and supporting the work and interests of 138 Local Governments in Western Australia.

The Association provides an essential voice for 1,222 elected members and approximately 15,000 Local Government employees as well as over 2 million constituents of Local Governments in Western Australia. The Association also provides professional advice and offers services that provide financial benefits to the Local Governments and the communities they serve.

### GENERAL COMMENTS

The Association welcomes the release of the draft Position Statement on Container Deposit Scheme (CDS) Infrastructure. The introduction of this Scheme has been advocated by the Association for many years as an important way to encourage an increase in resource recovery, a reduction in litter, a more appropriate distribution of waste management costs, and an increase in community awareness and involvement in waste management.

As part of the communication strategy when this Position Statement is finalised, it would be beneficial to include the possible locations of the CDS infrastructure, as this will enable those Local Governments to consider the adoption of the proposed Local Planning Policy. This will ensure that resources are not allocated to preparing a Local Planning Policy if the CDS infrastructure is unlikely to be established in their locality.

#### *Type of Infrastructure proposed for exemption*

The smooth transition of CDS into WA will require both the operators and the Local Governments to be clear on the various types of infrastructure being proposed and whether the size and scale of the infrastructure necessitates a Planning Approval or whether an exemption will be possible.

Therefore the inclusion in the Position Statement of 'indicative' pictures would assist in understanding the varying scales of infrastructure that has already been provided in Australia, and may be possibly established within WA. It is difficult to understand the exact implications of providing an 'Exemption' within a Local Planning Policy without a clear understanding of the scale and bulk of Collection Cages and the Reverse Vending machines.

**Recommendation:**

1. That the Position Statement provide a series of 'Indicative' diagrams or photographs of the types of CDS infrastructure that has been established in Australia, to provide a clearer understanding of the scale and bulk of the different types of infrastructure that may be granted an exemption through the Local Planning Policy.

**Existing Local Planning Policies for Sea Containers**

Currently many rural Local Governments have Sea Container policies, which may specify the specific Zones where sea containers are and aren't permitted. Examples from some of these existing policies state: -

- Sea containers will generally not be permitted in the Town Centre Zone, Special Use Zone and on Local Reserves (including road reserves) without Council specific approval.
- Residential, Special Residential, Mixed Use, Urban Development, Civic & Cultural, and Rural zones. The permanent use of a sea container is not acceptable in these zones under any circumstances.
- Commercial, Business, Service Industrial, Private Clubs/Recreation, Centre zones  
The permanent use of sea containers may be acceptable in the above zones, with planning approval, provided:
  - The container is not visible from any street or adjoining property.
  - Where visible from an area internal to the site, the container is painted a colour that matches, or is complementary to, the colour of the existing buildings on the property.
  - The container is not located within any approved car parking or landscaped areas.

Given that the construction style of the Large Reverse vending machines will *generally have a similar front appearance to an automatic teller machine mounted onto a structure similar to a sea container* (Page 2), it is unclear whether adopting a Local Planning Policy on CDS will conflict with the existing locational criteria specified within current Local Planning Policies on Sea Containers. This will need to be clarified to ensure that a Local Government does not prepare a Local Planning Policy that conflicts with an existing Local Planning Policy.

**Recommendation:**

2. That the Position Statement provide clear guidance on the interface with existing Local Planning Policies on Sea Containers, and whether amendments to an existing policy may be required when preparing a Local Planning Policy on CDS.

**SPECIFIC COMMENT AND RECOMMENDATIONS****4.0 Policy Objectives**

Within the document there are references to the model Local Planning Policy being 'Adopted' by a Local Government as part of the introduction of the CDS to Western Australia. The WA Planning Commission and the Department of Planning Lands and Heritage are unable to direct a Local Government to 'adopt' a Local Planning Policy, as the ability to prepare a Local Planning Policy resides with the Local Government.

Schedule 2, Part 1, Clause 3 of the *Planning and Development (Local Planning Schemes) Regulations 2015*, states: -

### 3. Local planning policies

- (1) The local government **may** prepare a local planning policy in respect of any matter related to the planning and development of the Scheme area.  
(emphasis added)

Unless the State is proposing to mandate the adoption of this Local Planning Policy through the introduction of a specific 'deemed provision', then the State can only ask a Local Government to 'consider the preparation and adoption' of the Local Planning Policy, as the terminology is that a Local Government 'may' prepare a Local Planning Policy.

#### **Recommendation:**

3. Throughout the Position Statement change the terminology that a Local Government will 'Adopt' the Local Planning Policy, to 'consider the preparation and adoption of a Local Planning Policy'.

### **6.0 Assessing CDS infrastructure**

In Section 5.0 there is a clear differentiation between a small and large reverse vending machines, as follows: -

*Reverse vending machines come in various sizes. Small reverse vending machines are a similar size to 'traditional' food and drink vending machines, and are likely to be located in shopping centres, train stations or other public places where people are likely to be returning one or two containers at a time.*

*Large reverse vending machines generally have a similar front appearance to an automatic teller machine mounted onto a structure similar to a sea container, with one area receiving glass and the other plastic and aluminium. The location of this form of infrastructure may vary, but it is likely that they will be placed within existing commercial or industrial premises. These machines allow for greater volume of returns and it is likely that participants would travel to these sites with a variety of eligible containers.*

However, within the proposed model local planning policy and within the position statement, the reference is just as a 'Reverse Vending machines'. To ensure that small vending machines are clearly exempt from planning approval, it would be appropriate to provide this distinction within the entire position statement and within the model Local Planning Policy.

#### **Recommendation:**

4. Inclusion of the following section in 6.0 of the Position Statement, before 'Reverse Vending Machine' to clearly differentiate between the small and large style of this infrastructure: -

Small reverse vending machines

Due to the small scale nature of this type of CDS, it is expected that the small reverse vending machines will be exempt from requiring any development approvals.

5. Throughout the position statement and the model Local Planning Policy, ensure that the reference to the exemptions from Planning Approval are for Collection Cages and 'Large' Reverse Vending machines, to avoid any confusion as to what the Local Planning Policy relates to.

**Appendix 1 – Model Local Planning Policy**

**Specific changes to the policy provisions**

The first part of the section specifies how the exemptions would be applied, more specifically mentioning the types of Zones where Development Approval is not required. This section reads that Large Vending machines may be located 'Community and School sites', which is not aligned with information provided in the draft Position Statement at Section 5 (Page 2). The Position Statement does not state that Reverse vending machines would be located on community and school sites, only Collection Cages would be. It is therefore recommended in order to provide clarity, that this section be split into two categories.

**Recommendation:**

6. That the following section within policy provision be amended as follows: -

| <b>1. Specified exemption</b>      |   |
|------------------------------------|---|
| 1.1                                | The development or operation of a <u>large</u> reverse vending machine or a container collection cage is development for which development approval is not required where it complies with all the development standards outlined below, and takes place on land in:<br>(a) a commercial, light industry, general industry or service commercial zone;<br>or<br><del>(b) a residential or rural zone where the land is lawfully used for the purposes of:</del><br><del>(i) a community facility; and/or</del><br><del>(ii) an educational establishment.</del> |
| <u>INSERT</u><br><u>NEW</u><br>1.2 | The development or operation of a container collection cage is development for which development approval is not required where it complies with all the development standards outlined below, and takes place on land in:<br>(a) a residential or rural zone where the land is lawfully used for the purposes of:<br>(i) a community facility; and/or<br>(ii) an educational establishment.  |

Within the section on Visual amenity, it is suggested that additional clarity be provided for an applicant, that any removal of vegetation may require a permit under separate legislation, to ensure that the proposed exemption doesn't inadvertently result in clearing without an approval. Further, a review of the existing Sea Container policies indicated specific requirements for the installation of landscaping as follows: *The applicant may also be required to plant a suitable vegetation screen of a minimum 2 metres in width, using suitable native endemic species, within 3 months of being granted approval.* A Local Government would not be able to seek any additional landscaping as the policy is worded as 'exempt from development approval'; this type of requirement would only be imposed where the removal of vegetation, landscaping or street tree is proposed, and hence the large reverse vending machine would not be exempt from requiring Development Approval.

**Recommendation:**

7. That the following section within policy provision be amended as follows: -

| <i>Visual amenity</i> |   |
|-----------------------|---|
| 2.7                   | Where the development of a <u>large</u> reverse vending machine or container collection cage is proposed outdoors, placement of the equipment must not result in the removal of any vegetation, landscaping or street tree ( <u>note: removal of native vegetation may also require a permit under the Clearing Regs of the EP Act 1986</u> ) |

As most of the material is likely to be recyclable e.g. non-eligible beverage containers, it is suggested that the following clause be amended to provide 2 recycling bins to 1 waste bin. Also the bin size hasn't been specified, therefore it should be the standard 240L bins being provided on site and the waste bins must be regularly serviced to prevent littering.

**Recommendation:**

8. That the following section within policy provision be amended as follows: -

|      |  |
|------|--|
| 2.10 | Where the development or operation of a <u>large</u> reverse vending machine is proposed outdoors, and the equipment exceeds a development footprint of 10 square metres, bins for the removal of waste or recyclable materials are to be provided at a rate of 1 waste bin and <u>two (2)-0.5</u> recycling bins per 10 square metres of development footprint. <u>Bins provided should be 240L in size and serviced regularly.</u> |
|------|--|

For a CDS to be exempt from requiring Development Approval, it must not adversely affect the amenity of the area. This is a common planning approval requirement, therefore, if a Local Government receives a complaint about CDS infrastructure, then an operator may need to apply for a Development Approval to manage the specific concerns about the adverse impacts on the local amenity. It is suggested that a new clause be added to cover all environmental 'amenity' issues.

**Recommendation:**

9. That the following new clause be included, and provisions renumbered after this clause: -

|                 |   |
|-----------------|---|
|                 | <i>Operational amenity</i>  |
| New clause 2.11 | Any activity is not to prejudicially affect the amenity of the locality due to the emission of light, noise, vibration, electrical interference, smell or waste products. |

Clause 2.11 should be removed, as it stipulates that a Large Vending machine may be located in a 'residential or rural zone' which conflicts with the proposed wording of Clause 1.1 (b), which mentions these zones but then specifically only for 'Community and School sites'. As stated on Page 4 of this submission, this clause does not align with information provided in the draft Position Statement at Section 5 (Page 2), which only states that Collection Cages would be located on community and school sites.

**Recommendation:**

10. That Clause 2.11 be deleted: -

|      |   |
|------|---|
| 2.11 | Where the development or operation of a reverse vending machine is proposed in a residential or rural zone—the machine must operate only:<br>(a) between 7.00 am and 11.00 pm on a Monday, Tuesday, Wednesday or Thursday, and<br>(b) between 7.00 am and 12.00 am on a Friday or Saturday, and<br>(c) between 8.00 am and 8.00 pm on a Sunday. |
|------|---|



Clauses 2.14 – 2.17 specifically mentions the size of the proposed collection cages and reverse vending machines that will be exempt in WA. There is no explanation in the position statement as to why these dimensions have been chosen, whether it has been based on other Schemes around Australia, or whether it is based on advice from the managers of the CDS project.

**Development footprint – Collection cages**

The Local Planning Policy states that where the development of a container collection cage is proposed outdoors, the cage must not:

- (a) have a development footprint of more than 15 square metres, and
- (b) be more than 3 metres in height.

3m high could pose some problems for servicing of the cages, however, a 3m x 3m x 3m dimension could be exempt if an explanation is provided as to what these dimensions are based on. It is also suggested that an additional requirement be included to ensure that the collection cage is secured, locked and immovable.

**Recommendation:**

- 11. That the 3m x 3m x 3m dimensions of the collection cages be justified within the Position Statement, and an additional requirement be included to specify that a collection cage is secured, locked and immovable.

**Development footprint – Large Reverse vending machines**

In regards to large reverse vending machines (or sea containers), the sizes being specified for exemption have also not be justified within the Position Statement or in any of the discussions with the Department of Planning, Lands and Heritage.

The first draft Position Statement provided to WALGA, the dimensions for the development of a reverse vending machine, must:

- (i) not have a floor area of more than 50m<sup>2</sup>,
- (ii) not be more than 3m in height, 10m x 5m,
- (iii) not exceed 3 car parking spaces (if located in a car parking area).

The proposed 'exempted' dimensions in this public consultation version of the draft Position Statement have been increased to the following:

- (i) not have a floor area of more than 60m<sup>2</sup>,
- (ii) not be more than 3m in height, 10m x 6m,
- (iii) not exceed 4 car parking spaces (if located in a car parking area).

The standard dimensions for most common sized sea containers are: -

| Length        | Depth | Height     | Floor Area          |
|---------------|-------|------------|---------------------|
| 12.19m (40ft) | 2.44m | 2.59m      | 29.74m <sup>2</sup> |
| 6.05m (20ft)  | (8ft) | (8ft 6 in) | 14.76m <sup>2</sup> |
| 3.10m (10ft)  |       |            | 7.56m <sup>2</sup>  |

The maximum height of 3m is therefore considered appropriate, the 6m depth would enable two 3m wide sea containers to be placed side by side, but it is not clear how the 10m length has been determined, given the dimensions above. Based on those sizes, two 6m long x 3 wide sea containers would result in a floor space of only 36m<sup>2</sup>, so again it's not clear how 60m<sup>2</sup> has been chosen as the maximum exempted floor area size.

For example, a Standard Car parking bay dimension is

2.5m x 5.5m (or 13.75m<sup>2</sup>)

Therefore placing a 6m x 2.4m reverse vending machine in a single bay, would extend past the car bays footprint – as shown in the photo to the right.

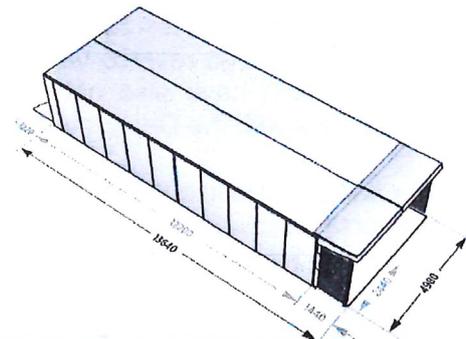
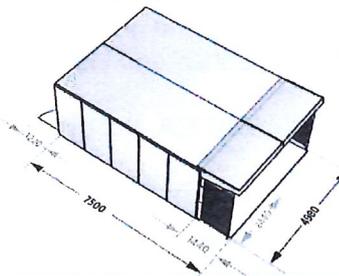
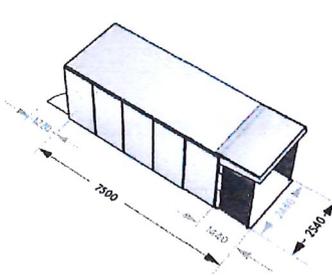


If a single Reverse Vending machine was placed in two tandem bays, then there would be space for customers to wait at the front of the machine, away from passing vehicles, and also to provide a space for a waste bin for any rejected items at the front of the machine.



Based on discussions with NSW operators, the current CDS infrastructure being installed in NSW is: -

|                            |                |                    |                                     |
|----------------------------|----------------|--------------------|-------------------------------------|
| Single Sea container       | 7.5m x 2.54m   | 19m <sup>2</sup>   | (2 car bays – 27.5m <sup>2</sup> )  |
| Double Sea container       | 7.5m x 4.98m   | 37m <sup>2</sup>   | (4 car bays – 55m <sup>2</sup> )    |
| Long Double Sea containers | 13.64m x 4.98m | 67.9m <sup>2</sup> | (5 car bays - 68.75m <sup>2</sup> ) |



RVM Kiosk S1 (2 x RVMs, Short backroom)

RVM Kiosk S2 (4 x RVMs, Short backroom)

RVM Kiosk L2 (4 x RVMs, Long backroom)

The proposed exemptions within the model Local Planning Policy, 10m x 6m = 60m<sup>2</sup> and 4 car bays, enables two of the above three CDS infrastructure to be considered as exempt from Planning Approval when located within a car parking area. The 13.6m length of the 4 sea containers does not fit within 2 tandem car bays (only 11m long), so this development footprint would not easily be installed into an existing car parking area.

It is therefore recommended that the Single and Double sea containers be exempt from Planning Approval, as the sizes reflect the NSW examples of single and double CDS infrastructure, however, a larger proposal should not be exempt given the development footprint is much greater within an existing commercial centre, may affect existing vehicle and pedestrian movements, requiring different servicing requirements. As the development footprint for the single and double is no more than 4 car bays, it is recommended that this becomes the dimensions exempt, ie 11m long x 5 m wide = 55m<sup>2</sup>, to enable the operators to provide infrastructure that fits within these car parking dimensions.

**Recommendation:**

- 12. That Clauses 2.15 and 2.16 be amended: -

|      |   |
|------|---|
| 2.15 | Where the development of a reverse vending machine is proposed outside an existing building, on land not used for car parking – the machine must not:<br>(a) have a development footprint of more than <del>55 60</del> square metres, and<br>(b) be more than three (3) metres in height, or have dimensions greater than <del>40 metres by six (6) metres. eleven (11) meters by five (5) meters.</del> |
| 2.16 | Where the development of a reverse vending machine is proposed within an existing car park, the area occupied by the reverse vending machine must not exceed the greater of the following areas:<br>(a) the area comprising four (4) car parking spaces, or<br>(b) <del>55 60</del> square metres.  |

Within the draft position statement it states the following: Car parking - is additional parking required to service the collection point? Will it impact the existing car parking requirements of the development site? (Page 3). There isn't a corresponding clause within the Local Planning Policy for an operator to specifically considered this, other than a clause that states that the infrastructure must not alter the conditions or requirements of any development approval which applies to the land (Clause 2.1 on Page 6), which would include car parking.

Clause 2.17 of the draft Local Planning Policy does provides a new clause for an operator to consider, but includes a discretionary component through a 'variation' to car parking provision as follows:

|      |   |
|------|---|
| 2.17 | Notwithstanding 2.1, where the development of a reverse vending machine is proposed within an existing carpark, a variation to the car parking requirements under an existing development approval shall be supported in the following circumstances:<br>(a) the development approval provides more car parking bays that that which is required to service the existing land use(s) under the Scheme; and<br>(b) the variation seeks to reduce the number of car parking bays by no more than 10 percent, to a maximum of 16 bays. |
|------|---|

This new Clause is very unusual and could be ultra vires, as it may conflict with existing parking requirements in Local Planning Schemes. Has this proposed clause been checked with State Solicitors office that it is possible to include this specific level of discretion within a Local Planning Policy?

A quick review of several Local Planning Schemes shows different approaches to the consideration of a variation to car parking requirements, however, none of the clauses currently specify a percentage or a maximum number of bays, as each site must be considered on its merits. Existing Local Planning Schemes provide clauses that allow the consideration of a variation, or a relaxation of car parking standards, having regard to the nature of development, the number of vehicles likely to be attracted to the development and the maintenance of desirable safety, convenience and amenity standards.

Clause 2.17 also fails to acknowledge the existing Cash-in-Lieu of parking Local Planning Scheme Provisions, which are considered in all discussions on variations to car parking requirements. Again, has this proposed clause been checked with State Solicitors office that it will or won't affect existing cash-in-lieu requirements?

Discussions between the operator and the individual local government would ensure that parking variations may be considered for a specific site based on the existing Local Planning Scheme requirements, rather than trying to provide a 10% reduction for all sites, without understanding the site context and the specific clauses in the Local Planning Scheme.

It is therefore recommended that Clause 2.17 be deleted, as there are too many variables and different existing Local Planning Scheme provisions to be able to provide a blanket exemption across all of WA, and the position paper does not provide any clarification that it is legally possible to include very specific variation percentages and maximum number of bays within a Local Planning Policy.

**Recommendation:**

13. That Clause 2.17 be deleted.

**Additional Clauses**

Based on the advice and feedback from the NSW operators of the CDS project, it is further recommended that additional clauses be included in the model Local Planning Policy that covers the following requirements: -

- Additional space for truck pick-ups and bins to be wheeled out;
- Must be located near a power source; and
- Compliance with disability access requirements (AS1428.2 – Enhanced and additional requirements – Buildings and Facilities).

**Recommendation:**

14. That the model Local Policy provides new clauses to ensure that an operator provides additional space for truck pick-ups and bins to be wheeled out, that the facility must be located near a power source, and that the design of the infrastructure complies with disability access requirements.

**Additional Advice notes**

The proposed model Local Planning Policy provides one advice note on the possible requirement for Building Permit application, however, it is recommended that two additional advice notes are provided, to ensure any operators are aware that a development approval may be required and the information that would be needed as part of that application, and that compliance actions may be undertaken by a Local Government if the operator fails to comply with the 'exemptions' that are provided for in the policy.

**Recommendation:**

15. That the following advice notes be included at the end of the model Local Planning Policy

If an application for development approval is required, it shall be made on an Application for Development Approval form together with the following information:

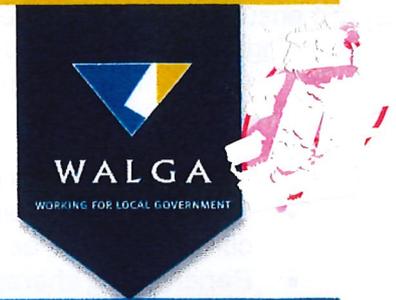
- (i) A site plan showing the proposed location of the large reverse vending machine or container collection cage on the property and the location of any existing buildings/structures;
- (ii) Plans, dimensions and details of the large reverse vending machine or container collection cage(s);
- (iii) Photographs of the proposed structure(s);
- (iv) Details of proposed modifications and other works to be carried out to improve appearance and address amenity concerns

**\*\* Local Government to insert more specific requirements in accordance with Local Planning Scheme and/or Local Planning Policy requirements \*\***

Local Government reserves the right to instruct a landowner to remove infrastructure installed in accordance with this Policy, if any or all of the conditions of the exemptions, contained in the Local Planning Policy are not carried out to the satisfaction of the Local Government.

# Sharing the Benefits of the CDS

## Local Government and Material Recovery Facilities



Draft Discussion Paper - February 2019

### 1.0 INTRODUCTION

The introduction of the Container Deposit Scheme (CDS) in early 2020 will bring a range of benefits to Western Australia. The main objects of the CDS, as outlined in the legislation, are to:

- Increase the recovery and recycling of empty beverage containers
- Reduce the number of empty beverage containers that are littered or are disposed of to landfill
- Ensure that manufacturers or importers of beverage products meet their product stewardship responsibility in relation to their beverage products
- Provide opportunities for social enterprise, and benefits for community organisations through participation in the scheme
- Create opportunities for employment (including for people with a disability and long term unemployed people)
- Complement existing collection and recycling activities for recyclable waste.

The community will be able to participate in the Scheme by either returning eligible containers to refund/donation points, or placing containers in their kerbside recycling bin (where provided). Material Recovery Facility (MRF) operators that process the material from the kerbside recycling bin will be able to claim a refund on eligible containers from the Scheme Coordinator. It is likely that to continue to receive refunds (after a certain time period), the MRF operator will need to enter into an agreement with the Local Government that the material originated from. This agreement will identify how the benefits from the Scheme are to be shared between the Local Government and MRF operator.

In NSW and QLD, there have been challenges in reaching agreement as to how the benefits from the Scheme should be shared between Local Governments and MRF operators. In WA, there is the opportunity for Local Governments and MRF operators to reach agreement, prior to the Scheme's implementation. This Discussion Paper outlines the proposed approach to sharing the benefits of the Scheme (Section 2), the economics of operating a Material Recovery Facility (Section 3) and potential sampling protocols for Material Recovery Facility operations (Section 4). WALGA is seeking feedback from Local Governments on the acceptability of the proposed approach to benefit sharing.

### 2.0 PROPOSED APPROACH TO BENEFIT SHARING

#### 2.1 Material Recovery Facility / Local Government Agreement

For a MRF operator to receive a refund on eligible containers placed in the kerbside recycling bin, the operator will need to enter into an agreement with the Local Government that the material originated from as to how benefits from the Scheme will be shared. The *Waste Avoidance and Resource Recovery (Container Deposit) Regulations* will outline the period in which an agreement must be reached, the consequences of failing to reach an agreement and how payments are to be shared in the absence of any agreement.

In other jurisdictions there have been challenges in reaching an agreement on how the benefits from the Scheme should be shared between Local Governments and MRF operators. The negotiations have been complicated by the impact of China's National Sword Program on traditional end markets for recyclable material.

### CONTACTS

**2.2 Proposed approach to sharing the benefits of the CDS**  
To ensure Local Government receives the benefits from the Scheme in a timely manner, WALGA has been working with the CDS Policy Forum and MRF operators to develop a proposal for consideration by the sector. This section outlines the proposed approach to benefit sharing between Local Government and MRF operators.

The proposed approach to sharing benefits from the CDS is:

- **Separate Agreement:** Local Government and MRF operators come to a separate agreement to the current contract, as to how the benefits of the Scheme will be shared.
- **Benefits are shared 50/50 – net verifiable MRF costs:** Both parties commence negotiations on the basis that benefits are shared 50/50 – net the verifiable MRF costs to be part of the CDS. There will be a cost to the MRF to participate in the Scheme and agreement on what these costs are, will form an essential element of these negotiations.
- **Transparency:** Material Recovery Facilities agree to provide sufficient information on MRF costs.
- **Agreement Timeframe:** The Agreement runs for a 3 year period, or the length of the current contract. Future negotiations can then occur when the actual Scheme costs are known in more detail.

### Separate Agreement

Given the difficulties experienced in other jurisdictions, it is proposed that Local Governments and MRF operators enter into a separate agreement to the current contract. This will allow for separate conversations to occur on the impact of China's National Sword Program, and provide transparency on how the benefits of the Scheme are to be shared. The Agreement needs to include:

- **Payment timeframe:** It is not yet clear when the Scheme Coordinator will pay the MRF operators for eligible containers. Therefore, it is suggested that payment timeframes for Local Government are contingent on the Scheme Coordinator/MRF operator payment.
- **Local Government Granting Access to Kerbside:** To determine the eligible container factor, it is likely that Local Governments will need to provide Scheme auditors with access to kerbside bins prior to and post Scheme implementation to directly sample eligible glass containers remaining in kerbside (Section 4).

### Benefits are shared 50/50 – net verifiable MRF costs

It is suggested that a starting point for negotiations, is for both parties to agree that the benefits of the Scheme are shared 50/50 – net the cost to the MRF operator of participating in the Scheme. This will provide both parties with an equitable share of the benefits of the CDS but include consideration of the costs to the MRF operator to claim the benefit.

Estimates provided by the SMRC, indicate that eligible containers make up approximately 20% of the overall material collected. Modelling has shown that a 40% diversion rate of eligible containers away from the recycling bin would reduce the total volume by 8%, leading to MRF losses from reduced gate fees, commodity sales and an increase in operating and compliance costs (Section 3.1).

### Transparency

For Local Governments and MRF operators to reach an agreement using the proposed benefit sharing approach, it is essential that transparency is provided on MRF costs. MRF operators will need to provide sufficient evidence to Local Government of the following costs:

- Reduction in tonnage delivered to the MRF by individual Local Governments – reduction compared to previous year
- Reduction in tonnage of eligible container commodity sales – reduction overall compared to previous year (facility total)
- Administrative costs associated with the Scheme – such as reporting to the Scheme Coordinator
- Audit costs – it is not yet clear if the Scheme will cover audit costs, these are likely to be one of the most significant costs to the MRF directly attributed to the Scheme
- CDS related infrastructure costs – if the MRF has to install specific infrastructure, for example to facilitate the audits required by the CDS.

It has been suggested that costs should be verified by a suitably qualified third party auditor.

## CONTACTS

**Agreement Timeframe**

Over time the benefits from the CDS are likely to be factored into general pricing for MRFs. However in the short term, as this represents a significant change to current operations, a specific agreement needs to be reached.

**Feedback Request**

WALGA is seeking feedback from Local Government on the acceptability of the proposed approach to the Agreement between MRF operators and Local Government to facilitate the implementation of the Container Deposit Scheme and ensure Local Government is able to share in all the benefits generated by the Scheme.

For further information, or to provide feedback on the proposed approach, please contact Rebecca Brown, Manager Waste and Recycling on 9213 2063 or email [rbrown@walga.asn.au](mailto:rbrown@walga.asn.au) by COB Monday 11 March.

**3.0 ECONOMICS OF OPERATING A MATERIAL RECOVERY FACILITY**

A Material Recovery Facility has two sources of income, the fixed gate fee and the variable commodity price. The costs to a MRF include the cost of capital (borrowing to set up the facility) and the costs of operating the facility. Operating costs are influenced by the volume and composition of material delivered to the facility and the amount of contamination. Figure 1 shows income, costs and areas of risk. WALGA has produced a separate [Paper](#) which goes into more detail on these issues.

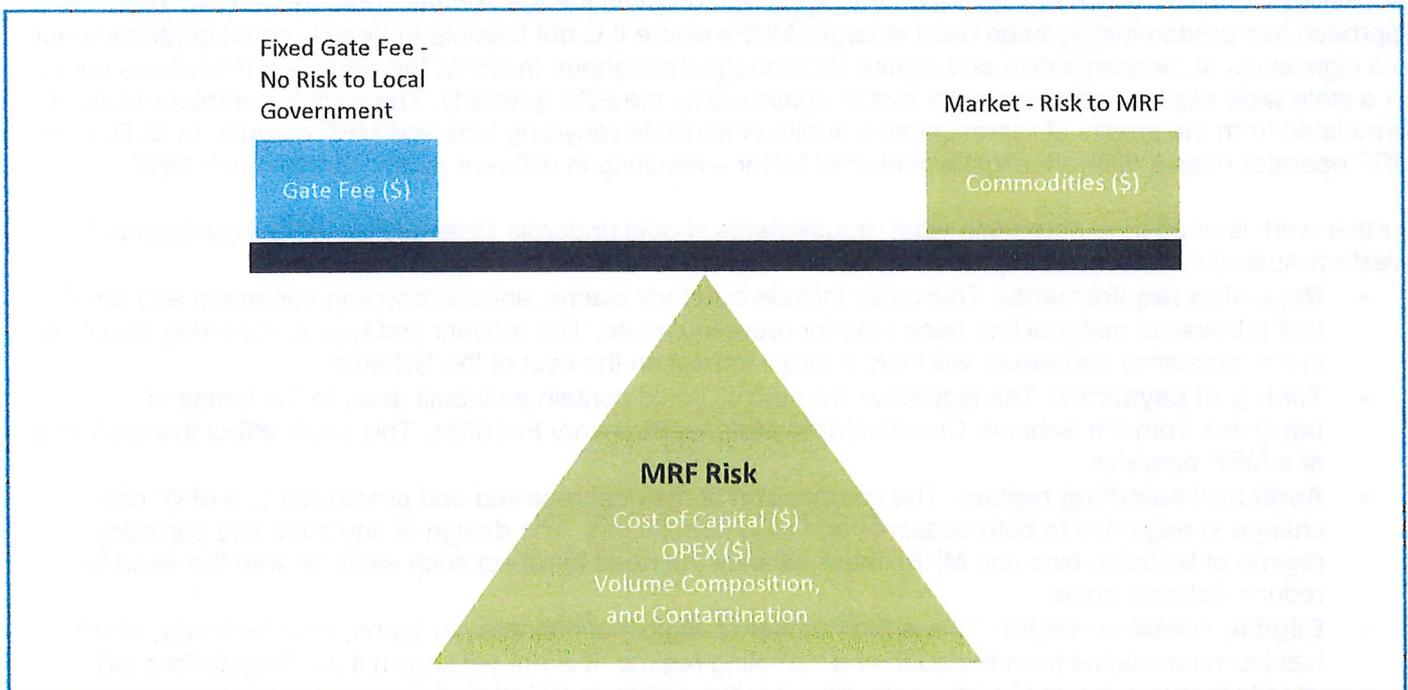


Figure 1: MRF economics - income, costs and areas of risk.

**3.1 How will the Container Deposit Scheme influence the cost of operating a MRF?**

The exact financial impact of the Container Deposit Scheme on MRFs in WA is currently not know. Factors that are likely to influence this include:

- **Amount of containers in kerbside recycling:** It is not yet known what percentage of households will choose to take eligible containers to a refund point, or use their kerbside recycling bin.
- **Reduction in the weight of material collected:** A reduction in the weight of material received through the kerbside recycling system will impact on MRF gate fees, which are currently weight based.
- **Reduction in value of material in kerbside recycling:** The volume of high value materials collected in kerbside recycling, such as Aluminium, is likely to reduce. This in turn reduces the saleable commodities and consequent income.
- **The cost of complying with legislative requirements:** The legislative framework will have a direct impact on the operational costs of a MRF. For example, the administrative cost of complying with specified audit requirements (Section 4) and the cost of reporting to the Scheme Coordinator.

**CONTACTS**

*ASL*

It is important that Local Government considers how these factors will be addressed in negotiating an arrangement to share the benefits of the Scheme.

#### 4.0 POTENTIAL SAMPLING PROTOCOLS FOR MRF OPERATORS

For an MRF operator to receive a refund on eligible containers placed in the kerbside recycling bin, they must enter into a Material Recovery Agreement with the Scheme Coordinator. It is anticipated that the Regulations will outline how payments under an agreement are to be calculated, including the means for estimating the number of containers processed by an MRF operator. Other Australian jurisdictions with Container Deposit Schemes have used two different approaches to determine the amount that is paid through the Material Recovery Agreement. Regardless of the approach used, refund payments cannot be made until evidence is provided by a MRF operator that eligible containers have been sold for recycling.

The **Direct Count** approach means the MRF operator directly counts eligible containers and either registers as a refund point or takes the material to a refund point. It is possible that payments based on this approach could include both the 10c per container refund, and handling fee. In other jurisdictions, this approach has predominately been used at smaller MRFs where there is minimal machinery and it is possible to directly separate eligible containers.

The **MRF Sampling Protocol** approach is based on an estimate of the number of eligible containers processed at a MRF. Payments based on this approach only include the 10c per container refund. This approach has predominately been used at larger MRFs where it is not feasible to directly count containers due to a high levels of mechanisation and significant tonnage throughput. In NSW, the Sampling Protocol is based on a state wide eligible container factor that is published by the EPA quarterly. The eligible container factor is formulated from the results of representative audits of kerbside recycling bins and MRF outputs. In QLD, each MRF operator uses a different eligible container factor – resulting in different audit costs for each MRF.

Further work is needed to determine what requirements should underpin Material Recovery Agreements in Western Australia. Key considerations include:

- **Reporting requirements:** This could include quarterly claims, annual recycling statement and proof that processed material has been sold for recycling/reuse. The amount and type of reporting specified in the legislative framework will have a direct impact on the cost of the Scheme.
- **Timing of payments:** The legislative framework could contain an inbuilt delay in the timing of payments from the Scheme Coordinator to Material Recovery Facilities. This could affect the cash flow of a MRF operator.
- **Audit and sampling regime:** The composition of material received and processed at a MRF can change in response to both seasonal and long term factors. The design of any audit and sampling regime of kerbside bins and MRFs must balance the need to reflect such variation with the need to reduce Scheme costs.
- **Eligible container factor:** This is the number of eligible containers per tonne, from kerbside, which has been calculated from the audit and sampling regime. It is not yet known if the Regulations will specify the use of a state-wide, or facility specific eligible container factor.
- **Statistical significance of audits:** In NSW and QLD, the audit and sampling regime of kerbside bins and MRFs was not designed to provide Local Government specific data. Information from these audits is instead used to develop the eligible container factor. The cost of undertaking ongoing statistically significant audits in each Local Government could potentially outweigh the benefits received from Scheme.
- **Cost of audits:** It is yet to be determined if the Scheme Coordinator, or MRF operators, will be required to cover the cost of completing audits. WALGA has advocated for the Scheme to cover the costs of audits, as it would then be in the Scheme Coordinators interest to ensure lower cost and efficient audits.

#### CONTACTS



**C.D.S.**

A critique by Cr.R.Walker . 20<sup>th</sup>.January 2019.

Description – A scheme whereby certain drink containers, as described, are eligible for a cash refund when surrendered to a prescribed collection point.

West Australian recycling rates (as reported by various Government and Industry agencies) are in decline, In the early years of the 2000's, recycling was climbing quite strongly until around 2012/13, when they plateaued for a year or two, and then from 2015 to now have declined considerably. A Container Deposit Scheme will do nothing to alter this trend.

I believe widespread confusion of what items can be placed in our yellow lid bin is at the core of this decline. We are now faced with having to take certain eligible containers out of the recycle bin and place them in yet another collection site.

The South Australian Influence.

The S.A. experience is often referred to by other states when looking to adopt a container scheme.

The major weakness here is that it is industry driven (as opposed to Government Department control), introduced over 40 years ago, before recycle bins, and more importantly, before any regulations were in place. In my opinion, any reporting here has to viewed with a certain amount of scepticism. An adopted scheme has, apart from the initial redeemable deposit, scheme administration costs, and it is these costs in South Australia that I have been unable to track down. An eligible container leaves the factory with the 10c deposit, plus scheme costs built into the item, and enters its own circular economy, that includes in order, the wholesaler, retailer and then the consumer. The consumer empties the container and in turn redeems the 10c deposit from the 1<sup>st</sup> tier "collector", spread across the state in selected sites (probably based on population). The 1<sup>st</sup> tier collector sends the container on to the "Super Collector", or 2<sup>nd</sup> tier collector and receives the 10c plus his own costs. The Super Collector then invoices the individual manufacturer with the 10c deposit plus 1<sup>st</sup> and 2<sup>nd</sup> tier costs. It follows that unclaimed deposits plus costs remain in the hands of the manufacturer.

It is worth knowing at this stage, that there are other equally invisible costs involved, for instance, "cost of money" for business is one (more applicable in NSW as the manufacturer has to pay up to 2 months in advance for the deposit and costs) and where is the GST in all this. Reports I have seen from S.A. show a redemption rate for liquid paper containers (choc milk, iced coffee) are running at 67%. Therefore 33% remains with the manufacturer .

At this stage, it would seem rather obvious why state governments are so very keen to push through for a similar scheme. In N.S.W. the E.P.A., is the overarching controlling entity and they invoice the manufacturers for the deposits and scheme costs and as administrators they

*ASL*

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get to keep all the unclaimed monies. The question could be asked, are they passing on to the scheme itself, costs they identify as arising out of their own part in it all.

The New South Wales experience.

N.S.W. introduced their scheme on 1<sup>st</sup>. December 2017.

4.166 billion eligible containers.(FY2016 figures)

A redemption rate in the 1<sup>st</sup>. Month of 5%. (Unable to confirm)

As of December 2018,(a full year since introduction) N.S.W. Redemption rate running at 67%.\*\*

In N.S.W. due to the fact that regulators are heavily involved, the schematics in play have to be most transparent. That is all well and good, however, it has proved to be counterproductive for observers of the scheme, and how it will impact. It is brilliant for government as the degree of detail is extreme, and they bury everything under a mountain of guff. For instance, in the published "Scheme Costs", there is sensitivity by material type.

List of material type....Glass.

Pet.

HDPE.

Liquid Paper Board.

Aluminium.

Steel.

Other Plastics.

Other Materials.

EPA have provided a matrix graph for all these different material types. The horizontal axis is in increments of 10%, and reflects the recovery rate as a % of all containers supplied. The vertical axis is also in increments of 10% and is a % of containers recovered via Kerbside (MRFO's).

Their research showed an expected recovery rate in glass of 80%, with 50% of that via kerbside, then the scheme cost would be 11.37c. Please note, that this does **not** include the 10c deposit. Please note that, furthermore, the consumer has now paid 21.37c to get back 10c. There is a negligible difference between the material type on the 80/50 cost graph, so why the need to publish this degree of detail?

\*\*So, you do the sums. 33% of 4.166 billion times 21.37 cents lies unclaimed in the coffers of the EPA, now multiply that by say 40 years, or however long it will last. (It will be for good).

Western Australia.

The Local Government driver for CDS had its genesis in the years leading up to 2006 when the Association adopted a Policy Statement on CDS. It probably asked the skinniest questions about reducing litter, resource recovery etc, all questions including diverting items from landfill, that could have been answered by the yellow lid bin, then itself still in its infancy. Looking back, I believe not enough emphasis was placed on the recycle bin to make it more effective. I know of one W.A. council (a popular tourist spot) who still does not have a recycle bin. When asked at the shire office, what to do with his collection of empty holiday containers, he was told "shove it in the green bin, we have a big hole just outside town that will take many years to fill".

The dynamics of waste handling have changed enormously since 2006, and we are now talking about 2020 and the long term. CDS is antiquated, and if it works in S.A., which is questionable, it is probably because it is firmly embedded in their psyche, and that is something you cannot legislate for. There is no point in saying that we need to comply with nationwide sentiment, as Victoria has up until now shown little interest in it. And they have a long border with NSW, and SA. At least we have a major physical barrier between us and SA. The driver is to look like we are doing something, about a narrow stream of waste, at great cost, and with a very low likelihood of achieving objectives that could be deemed positive. It does appear that we are undertaking a great and expensive task to attempt to rid road side of eligible containers while leaving all the other discarded items there.

When talking of outcomes, I would like to refer back to the NSW published costs. These documents, and others from SA and QLD, will be used in WA as we try to implement a scheme suitable for us. I cannot imagine there will be much deviation from those costs, and I would like to point out a serious flaw in relation to diversion from landfill. There has been much talk about how good it is for charities, as consumers are encouraged to donate their containers, if they do not, or are unable to redeem for themselves. By donating to a separate collection point would mean none of those containers would come through the kerbside recovery, and all would be redeemed by the charity. Following the NSW matrix the scheme costs would increase to 18.54c. I am unable to explain this, however the outcome is that a donor is now paying 28.54c to give a 10c donation.??? Now it truly gets worse. If all consumers place all their eligible containers in the landfill bin, and thus redeem none, then the scheme costs are reduced to .53c. In this scenario, it has cost 10.53c to receive nothing. In a business case, how on earth does that create diversion from landfill. The answer of course is to make it illegal to divert certain items to landfill.

The thrust of NSW costs is to put more and more into kerbside landfill, while having less and less redeeming. There can be no other assumption.

Here in WA we have at our disposal the yellow lid or recycle bin. What I find very disappointing is, with this CDS, we now have to reach in and take out certain items that could well and truly remain in there, as the processes are already in place to handle such items. There has been some talk about removing glass from the recycle bin, as it has been shown to contaminate other waste products (cardboard-paper) and therefore impacts on the value of the waste stream. CDS is just another complication as we would have 2 classes of glass outside the recycle bin.

One of the original objectives set out in 2006 was to achieve a more appropriate distribution of waste management costs. This process dumps the whole cost onto the household. There has been some talk that Industry may come to the party with some of the costs. I haven't seen any evidence that any regulation can be brought to bear in this direction, and I feel that we have to hope for the best, a leap of faith perhaps.

None of these types of schemes stand up to scrutiny at any level. When I say it lands at the feet of the householder, lets expand on that. The householder is continually grappling with increasing charges, charges driven strongly by great chunks of ideology. For good or bad, these charges are leading to the growing demographic of households falling below the poverty line.

The NSW published costs were released on 18<sup>th</sup>. August 2017, and scheme commenced on 1<sup>st</sup>. December 2017. So much for transparency. You can expect a similar timeline for our published scheme costs. A little too late to object on the basis of cost. One has to wonder, if all this information was available back when the Premier, Mr. Barnett announced his governments intentions, would people have had second thoughts.

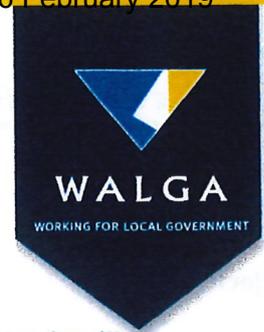
The regional and remote areas still have no idea where their respective collection points will be. The more points there are will most likely reflect in higher scheme costs, and the less points will mean lower redemption rates, forcing extra costs onto households.

Over the last few years I have observed a steady drift, in waste management, towards ideology when more effort should be made in strengthening those things that remain.

A case for a container deposit scheme cannot be made at any level.

## Information Session

# Container Deposit Scheme Update



**Date:** Wednesday, 13 February  
**Time:** 9am to 11am (Registrations from 8:30am)  
**Venue:** WALGA Boardroom, ONE70, LV1, 170 Railway Parade, West Leederville  
**Parking:** Limited free parking is available onsite

### BACKGROUND

The State Government is committed to implementing a Western Australian Container Deposit Scheme (CDS) by early 2020. WALGA is hosting an Information Session where Local Government Officers and Elected Members can discuss the implementation of the Scheme. This Information Session will be useful particularly useful for those working in the waste, planning, contract management and community development areas of a Local Government.

Topics for discussion include the CDS Legislation, the Material Recovery Facility Protocol and draft Revenue Sharing Arrangements. The Department of Planning, Lands and Heritage will also provide an overview of the [Draft Position Statement: Container Deposit Scheme Infrastructure](#). The deadline to comment on this document is Tuesday, **19 February**. WALGA is developing a Submission on this document.

### EVENT OUTLINE

#### Wednesday 13 February

| Time            | Activity / Speaker  |
|-----------------|---|
| 8:30 – 9:00am   | Registrations   |
| 9:00 – 9:10am   | Welcome and outline of the Information Session  |
| 9:10 – 9:40am   | WALGA will provide an overview of the implementation of the Scheme, including: <ul style="list-style-type: none"> <li>• Overview of the CDS legislation and progress of the Scheme</li> <li>• Material Recovery Facility Protocol and draft Revenue Sharing Arrangements</li> </ul> |
| 9:40 – 10:10am  | Q&A   |
| 10:10 – 10:30am | The Department of Planning, Lands and Heritage will provide an overview of the <a href="#">Draft Position Statement: Container Deposit Scheme Infrastructure</a>  |
| 10:30 – 11:00am | Q&A   |
| 11:00am         | Morning Tea   |

### REGISTRATION AND COST

Please register your attendance [online](#) by **COB Friday, 8 February**.

This is a **FREE** event for Local Government Officers and Elected Members only.

*This event will be available via GoToMeetings (online and via phone) – log on information and the draft WALGA Submission on the draft Position Statement will be provided on Monday 11 February.*

### MORE INFORMATION

For more **information on the event** please contact Rebecca Brown, Manager Waste and Recycling on 9213 2063 or email [rbrown@walga.asn.au](mailto:rbrown@walga.asn.au).

## Peter Webster

**From:** WALGA <communications@walga.asn.au>  
**Sent:** Friday, 25 January 2019 10:30 AM  
**To:** Peter Webster  
**Subject:** Local Government News Issue 3 - 25.01.19

[View in your browser](#)

# Local Government News

25 JANUARY 2019



## Issue 3

### In this issue...

- [WALGA Forum: Weed Management](#)
- [Event: Measuring the Urban Forest Canopy](#)
- [Information Session: Container Deposit Scheme Update](#)
- [Vacancies on Boards and Committees](#)
- [Update on the State Wide Cladding Audit](#)
- [Bridge Renewal Program Closing Soon](#)
- [Governance and Finance Training](#)

### Mailbag

- [InfoPage: Cycling Guidelines - Shared Path Guidelines, LATM Cycling Guidelines](#)

## WALGA Forum: Weed Management

Please join us for this fantastic opportunity to hear about the overarching legislation and strategies that provide a framework for coordinated weed management, the latest approaches in integrated weed management, and risk assessment and mitigation for weed control methods.

**Date:** Thursday, 14 February  
**Time:** 9:30am to 3:15pm (registration from 9:00am)  
**Venue:** South Perth Community Hall,  
Cnr Sandgate Street and South Terrace, South Perth  
**Cost:** \$88.00 (incl GST)

The event will include a demonstration of steam weed treatment by the City of South Perth.

To view the program or register for the Forum please click [here](#).

**For more information, please email WALGA Marketing and Event Officer, [Ulla Prill](#) or call (08) 9213 2043.**

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## **Event: Measuring the Urban Forest Canopy**

**This event, jointly hosted by WALGA and the Department of Planning, Lands and Heritage (DPLH), will provide information on the Urban Monitor's Urban Canopy data products developed by DPLH in partnership with CSIRO.**

**Date:** Thursday, 28 February

**Time:** 9:30am - 3:00pm (registration from 9:00am)

**Venue:** ONE70, LV1, 170 Railway Parade, West Leederville

The Urban Canopy data is available for years 2009, 2014 and 2016 and covers the Perth and Peel regions. The aim of the event is to improve the understanding of the data capture and analysis methodology, how to interpret the information and communicate key findings to stakeholders.

Information will be most relevant to Local Government mapping/GIS specialists, urban forest managers and environmental practitioners in the Perth and Peel regions.

Expert speakers include representatives from DPLH, CSIRO, Clean Air and Urban Landscape Hub, Local Government and WALGA.

For additional information and to register please click [here](#).

**For more information, please email WALGA Marketing and Event Officer, [Ulla Prill](#) or call (08) 9213 2043.**

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## **Information Session: Container Deposit Scheme Update**

**The State Government is committed to implementing a Western Australian Container Deposit Scheme (CDS) by early 2020.**

WALGA is hosting an [Information Session](#) where Local Government Officers and Elected Members can discuss the implementation of the Container Deposit Scheme.

This Information Session will be particularly useful for those working in the waste, planning, contract management and community development areas of a Local Government.

**Date:** Wednesday, 13 February

**Time:** 9:00am to 11:00am (Registrations from 8:30am)

**Venue:** WALGA Boardroom, ONE70, LV1, 170 Railway Parade, West Leederville

**Register:** Please register your attendance [online](#) by COB Friday, 8

February.

Topics for discussion include the CDS Legislation, the Material Recovery Facility Protocol and draft Revenue Sharing Arrangements. The Department of Planning, Lands and Heritage will also provide an overview of the [Draft Position Statement: Container Deposit Scheme Infrastructure](#). The deadline to comment on this document is Tuesday, **19 February**.

**For more information on the event please email Manager, Waste and Recycling [Rebecca Brown](#), or call 9213 2063.**

## Vacancies on Boards and Committees

**The Association is pleased to announce the following vacancies:**

- Local Government Advisory Board
  - Member and Deputy Member
- WA Local Government Grants Commission
  - Country Urban Member and Deputy (Cities and Towns – Non Metropolitan)
- Local Health Authorities Analytical Committee (LHAAC)
  - Non-Metropolitan Member
- State Library Board of Western Australia
  - Metropolitan Member
- Municipal Waste Advisory Council/Officers Advisory Group (OAG)
  - Metropolitan Local Government Officer

Nominees are required to submit a completed nomination form, statement addressing the selection criteria and short curriculum vitae (two pages maximum) before the close of nominations 5:00pm Friday, **1 March**.

Nomination forms are available [here](#).

**For more information, contact Governance Support Officer, [Chantelle O'Brien](#) or call (08) 9213 2013.**

## Update on the State Wide Cladding Audit

**In April 2018, an information session was held on the State wide Cladding Audit for Local Governments.**

At this session, WALGA and LGIS advised that it would prepare guidance for all Members to help provide a consistent approach in the enforcement phase. The guidance would include legal advice to clarify a range of risk and liability concerns and provide a base template for words to use in a Building Order.

WALGA and LGIS has prepared the guidance information and would like to provide Members with an update on the current State Wide Cladding Audit, as the Building and Energy Division of DMIRS are currently finalising Fire Engineer reports for buildings subject to this Audit.

**Date:** Thursday, **14 February**

**Time:** 2:00pm to 4:00pm (Registrations from 1:30pm)

**Venue:** WALGA Boardroom, ONE70, LV1, 170 Railway Parade  
West Leederville

**Register:** Please register your attendance by COB Tuesday, 12 February.

Webinar facilities will be available for regional Members.

To RSVP, please email Policy Manager, Planning and Improvement [Vanessa Jackson](#) or call (08) 9213 2064.

## Bridge Renewal Program Closing Soon

Round Four of the Bridges Renewal program has opened.

Applications for the \$80 million national funding pool close at midnight Tuesday, 5 February AEST.

The fund is only open to Local Governments and it's based on a 50:50 funding arrangement – the Australian Government will contribute up to 50 per cent of the total project cost of successful projects, up to a maximum of \$700,000 for one bridge or \$1.4 million for two bridges in a single Local Government area.

Round three's successful projects can be found [here](#). The Government contribution was capped at \$5 million per project so it could distribute the funding to more projects.

For more information and to read key documents visit the Department of Infrastructure, Regional Development and Cities [website](#).

## Governance and Finance Training

The following WALGA training courses are being delivered at WALGA's West Leederville offices:

[Local Government Act 1995 – The Essentials](#)

Monday, 4 February

[Accounts Payable for Local Government Officers](#)

Wednesday, 6 February

[Accounts Receivable for Local Government Officers](#)

Thursday, 7 February

To register online, visit the [WALGA Training website](#) or for more information email the [Training Team](#).

WALGA

ONE70, LV1, 170 Railway Parade,  
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PO Box 1544, West Perth, WA 6872  
Tel: (08) 9213 2000 | Fax: (08) 9213 2077  
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[www.walga.asn.au](http://www.walga.asn.au)

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Minister for Environment; Disability Services  
Deputy Leader of the Legislative Council

Your Ref: PRW:KLS WM.SP.3  
Our Ref: 62-11145

SHIRE OF WAGIN

11 DEC 2018

RECEIVED

Mr Peter Webster  
Chief Executive Officer  
Shire of Wagin  
shire@wagin.wa.gov.au

Dear Mr Webster <sup>Peter</sup>

Thank you for your correspondence, received in this office on 1 November 2018, regarding opportunities to manage waste using pyrolysis. I appreciated meeting with you on 26 September 2018 to discuss waste management issues in the Great Southern region.

As I indicated at our meeting, the McGowan Government is reviewing the waste strategy and to move Western Australia towards a more circular economy which aims to keep materials circulating in the economy for as long as possible. Source separation and material recovery are priorities in achieving this. As a result, the Government is not looking to provide funding for options further down the waste hierarchy, such as waste to energy.

I am advised that staff from the Department of Water and Environmental Regulation (DWER) have met separately with Professor Chun-Zhu Li regarding the small pyrolysis plant operating at Curtin University.

It is encouraging to see local governments actively seeking out innovative solutions to improve waste management. I suggest that you contact Mr Scott McKenzie, Policy Manager in DWER on 6364 6994 or by email Scott.McKenzie@dwer.wa.gov.au regarding effective waste management approaches being implemented by other non-metropolitan local governments.

Thank you for writing to me about this issue.

Yours sincerely

Hon Stephen Dawson MLC  
MINISTER FOR ENVIRONMENT

10 DEC 2018

| Officer          |  | Comment |
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| Action Required  |  | CEO     |
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Government of Western Australia  
WA Local Government Grants Commission

## **NOTICE OF PUBLIC HEARING**

To be held at the:

**Shire of Wagin**  
**Wednesday, 27 March 2019**  
**Commencing at 3.00pm and concluding at 5.00pm**

Order of Proceedings:

1. President to open the hearing.
2. Introduction by the Chair of the Commission
3. Presentation by the Commission on its role, function and the process it uses to determine Financial Assistance Grants.
4. Discussion on Submission (if submitted)
5. Close of hearing

The WA Local Government Grants Commission makes annual recommendations to the State Minister for Local Government on the allocation of Financial Assistance Grants to local governments in Western Australia.

In accordance with the Commonwealth Act, the *Local Government (Financial Assistance) Act 1995*, the Commission is required to conduct public hearings with local governments in connection with the Financial Assistance Grant recommendations and also to discuss any submissions made to the Commission by local governments.

Organisations or persons wishing to make a submission, in connection with the Financial Assistance Grant recommendations of the Commission, at the above hearing, are requested to register their interest with:

Mr Shannon Wood  
WA Local Government Grants Commission  
Tel: (08) 6552 1416  
E-mail: [shannon.wood@dlgsc.wa.gov.au](mailto:shannon.wood@dlgsc.wa.gov.au)

A handwritten signature in black ink, appearing to be 'ASL'.

# Peter Webster



**From:** Peter Webster  
**Sent:** Friday, 25 January 2019 9:37 AM  
**To:** 'kdavis@walga.asn.au'  
**Subject:** Redress question

Kirstie

Good morning

I listened to the Webinar the other day regarding the redress scheme that has been put in place and the possible implications for LG's

One question I have is regarding Direct and Indirect circumstances.

I understand the implications of the "Direct", it is straight forward but the "Indirect" circumstances are cause for concern.

It appears that the indirect circumstances could be just in hiring out a facility or even rent of a house?

How is a Council expected to know or be involved in these circumstances? It would be impossible to police let alone go back 20 – 40 years in some cases to prove something??

What are your thoughts??

Cheers

**Peter Webster**  
Chief Executive Officer  
Shire of Wagin  
Ph 98611177  
Fax 98611204  
Mob 0429611493



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Telephone: (08) 9492 9752

Mobile: 0418 968 952

Email: [gordon.macmille@dlgsc.wa.gov.au](mailto:gordon.macmille@dlgsc.wa.gov.au)

Website: [www.dlgsc.wa.gov.au](http://www.dlgsc.wa.gov.au)

For further information about the Inquiry and what this means to Local Government please don't hesitate to contact either myself or Gordon.

We look forward to hearing from you.

**Kirstie Davis | Policy Manager Community | WALGA**

(p) (08) 9213-2044 | (mob) 0407 423 585 | (f) (08) 9213 2077 | (e) [kdavis@walga.asn.au](mailto:kdavis@walga.asn.au)



**WALGA**

[www.walga.asn.au](http://www.walga.asn.au)

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A handwritten signature in black ink, appearing to be 'ASL', is located at the bottom left of the page.

## 8. NATIONAL REDRESS SCHEME – KEY CONSIDERATIONS / DISCUSSION POINTS

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### SURVIVORS LIVING IN THE COMMUNITY

- 1) Are individual Local Governments aware of any abuse survivors in their communities, and the circumstances of where any abuse may have occurred?
- 2) Are Local Governments aware of any abuse situations that may have occurred in situations where the authority may have some responsibility (either direct or indirect)?

#### Circumstances may include:

- **Direct** - Council run child care services, aquatic and recreation facilities, youth facilities, holiday program and activity services, events
- **Indirect** – Council settings provided to or activities provided by another party (hiring of facilities, contracting of services)

### LOCAL GOVERNMENT AND REDRESS

- 3) What further information does Local Government need on the Scheme to facilitate consideration of participating in the Scheme?
- 4) What arrangements would need to be put in place to facilitate information sharing with either the Scheme or the State Government in response to requests for information?
- 5) Are Local Governments aware of any cases of abuse within Local Government institutions that may potentially be subject of a redress application?
- 6) What is the capacity of Local Government to cover the cost associated with any redress liability claims?
- 7) What is the capacity of Local Government to deliver direct personal responses to redress recipients?
- 8) What support would be required to assist Local Government participation in the Scheme?
- 9) What is the most appropriate risk-based approach for Local Government(s) to take in managing any potential survivor claims?

Click to save a picture to your desktop.

# Further information on the WA Government's response to the Royal Commission recommendations can be accessed at:

<http://www.dpc.wa.gov.au/childabuseroyalcommission>

# More information on the National Redress Scheme can be found at:

[www.nationalredress.gov.au](http://www.nationalredress.gov.au)

## For queries:

Gordon MacMile

Director Strategic Coordination and Delivery  
Department of Local Government, Sport and Cultural Industries

Email: [gordon.macmile@dlgsc.wa.gov.au](mailto:gordon.macmile@dlgsc.wa.gov.au)

Telephone: (08) 9492 9700

*What institutions and governments should do to address, or alleviate the impact of, past and future child sexual abuse and related matters in institutional contexts, including, in particular, in ensuring justice for victims through the provision of redress by institutions, processes for referral for investigation and prosecution and support services.*

*ABC*

# INFOPAGE

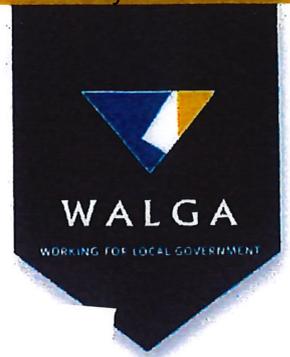
To: All Local Governments

From: Tony Brown  
Executive Manager Governance &  
Organisational Services

Date: 16 November 2018

Priority: High

Subject: Review of the Local Government Act 1995



## IN BRIEF:

|                   |   |
|-------------------|---|
| Operational Area: | <b>Governance</b>   |
| Key Issues:       | <ul style="list-style-type: none"> <li>• WALGA in conjunction with the Department of Local Government, Sport &amp; Cultural Industries coordinated 19 Local Government Act Review forums across the State in Zone groupings in October and November 2018.</li> <li>• Member Local Governments are requested to provide a submission on the Act Review to WALGA by 1 February 2019.</li> </ul> |
| Action:           | <b>Council endorsed feedback by 1 February 2019</b>   |

## Background

The Minister for Local Government commenced a review of the Local Government Act with both a community and a Local Government consultation process in 2017. WALGA conducted a comprehensive consultation process with member Local Governments, resulting in the adoption of policy positions on Phase 1 of the Local Government Act by State Council in December 2017 and March 2018.

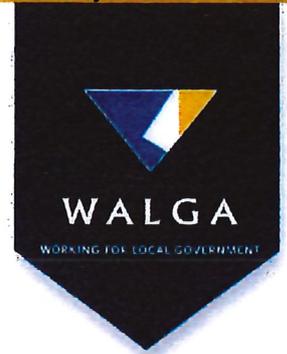
The Minister for Local Government announced Phase 1 policy positions at the WALGA Annual General Meeting on 1 August 2018 and intends to introduce legislation prior to the end of the year. WALGA and Local Government Professionals have been consulted on the draft legislation. It is anticipated an Amendment Bill dealing with matters raised under Phase 1 – gifts, training for Council members, behaviours, administrative efficiencies etc - will soon be presented to Parliament.

## State-wide Forums

The Minister for Local Government announced the consultation process for Phase 2 of the Act review in August 2018, with 11 themes arranged under the 'Smart, Agile, Inclusive' headings:

- Agile
  - Beneficial Enterprises
  - Financial Management
  - Rates
- Smart
  - Administrative Efficiencies
  - Local Laws
  - Council Meetings
  - Interventions
- Inclusive
  - Community Engagement
  - Integrated Planning and Reporting
  - Complaints Management
  - Elections

# INFOPAGE



To inform the development of a new Local Government Act for Western Australia, WALGA and the Department of Local Government Sport and Cultural Industries hosted a series of Local Government Act Review Forums. These facilitated forums were held generally in WALGA Zone groupings between 10 October and 15 November 2018.

The Department developed detailed Discussion Papers for each of the 11 themes with accompanying questionnaires and they are accepting responses from Local Governments, individual Elected Members, Officers and the general community.

## **WALGA Feedback Opportunity**

WALGA is offering an opportunity for member Local Governments submissions to consider, review, amend and add to the advocacy positions endorsed by State Council in March 2018 following the Phase 1 review process, which are attached.

Our intention is to provide a means for Local Governments to offer submissions on any aspect of the 11 themes discussed under the 'Smart, Agile, Inclusive' headings or any other matter of interest that can feed into the Act review process.

Your response would be appreciated by **Friday, 1 February 2019** so that an Agenda Item can be presented to the Zone Meetings leading up to the March 2019 State Council Meeting.

In addition to this opportunity, WALGA is planning a State-wide Forum on the future of Local Government in late January/ early February 2019. The forum will include a review of the information coming through from the Local Government Act forums and submissions. In addition there will be guest speakers presenting on the future of Local Government.

### **For further information please contact:**

Executive Manager Governance & Organisational Services, Tony Brown  
on 9213 2051 or email [tbrown@walga.asn.au](mailto:tbrown@walga.asn.au).

SHIRE OF WAGIN

12 FEB 2019

RECEIVED



Office of the Auditor General  
Serving the Public Interest

Our Ref: 8384

7th Floor, Albert Facey House  
469 Wellington Street, Perth

Mr Peter Webster  
Chief Executive Officer  
Shire of Wagin  
PO Box 200  
WAGIN WA 6315

|                      |                                     |          |
|----------------------|-------------------------------------|----------|
| Information Required | <input checked="" type="checkbox"/> | Comments |
| Information Only     | <input type="checkbox"/>            | CEO & MF |
| Not Required         | <input type="checkbox"/>            |          |

Mail to: Perth BC  
PO Box 8489  
PERTH WA 6849

Tel: (08) 6557 7500  
Fax: (08) 6557 7600

Email: info@audit.wa.gov.au

Dear Mr Webster

**ARRANGEMENTS FOR THE AUDIT OF THE ANNUAL FINANCIAL REPORT OF THE SHIRE OF WAGIN**

I am writing to you to confirm arrangements for the annual audit of the Shire's annual financial report. This is an important part of the audit process because it helps to ensure that you are fully informed regarding our respective responsibilities under the engagement.

The responsibilities apply to audits for the current financial year, as well as to the audits for subsequent financial years, unless circumstances change, and are detailed in the Attachment.

It would be appreciated if you and the President, could confirm your acknowledgement of the responsibilities by signing and returning the Attachment.

Feel free to contact me on 6557 7526 if you would like to discuss this or any other matter in relation to the audit.

Yours faithfully

DON CUNNINGHAME  
ASSISTANT AUDITOR GENERAL  
FINANCIAL AUDIT  
8 February 2019

Attach

## RESPONSIBILITIES FOR THE AUDIT

This document sets out the responsibilities for the audit of the annual financial report of the Shire of Wagin.

### Objective and Scope of the Audit

Under the *Local Government Act 1995*, the Auditor General is to audit the accounts and annual financial report of the Shire of Wagin. The annual financial report comprises the Statement of Financial Position as at 30 June 2019, the Statement of Comprehensive Income by Nature or Type, Statement of Comprehensive Income by Program, Statement of Changes in Equity, Statement of Cash Flows and Rate Setting Statement for the year then ended, and notes comprising a summary of significant accounting policies and other explanatory information, and the Statement by Chief Executive Officer. As a part of the audit, we also report on matters as detailed under Other Legal and Regulatory Requirements in the Reporting section of this document.

The objective of the audit is to obtain reasonable assurance about whether the annual financial report as a whole is free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes the Auditor General's opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Australian Auditing Standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of the financial report.

### Responsibilities of the Auditor General and the Office of the Auditor General (OAG)

The audit will be conducted in the manner determined by the Auditor General in accordance with Australian Auditing Standards. Those standards require that we comply with ethical requirements. As part of an audit in accordance with Australian Auditing Standards, we exercise professional judgement and maintain professional scepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial report, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for the opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit of the financial report in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Shire's internal control. However, we will communicate to you in writing concerning any significant deficiencies in internal control relevant to the audit of the financial report that we have identified during the audit.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Shire's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial report or, if such disclosures are inadequate, to modify our opinion.

Our conclusions are based on the audit evidence obtained up to the date of our auditor's report, as we cannot predict future events or conditions that may have an impact.

- Evaluate the overall presentation, structure and content of the financial report, including the disclosures, and whether the financial report represents the underlying transactions and events in a manner that achieves fair presentation.

Because of the inherent limitations of an audit, together with the inherent limitations of internal control, there is an unavoidable risk that some material misstatements may not be detected, even though the audit is properly planned and performed.

In carrying out the audit, the OAG will also adhere to the following principles and reporting obligations:

- the highest standards of ethical and personal behaviour are demonstrated
- the audit is approached in a fair and constructive way
- the audit is conducted and reported in an impartial manner
- matters of significance arising from the audit are collated and reported at a sector level to the Parliament.

### **Responsibilities of the Council and the Chief Executive Officer**

We acknowledge that we are responsible for:

- (a) keeping proper accounts and records
- (b) the preparation and fair presentation of the annual financial report in accordance with the *Local Government Act 1995* (the Act), Local Government (Financial Management) Regulations 1996 and, to the extent that they are not inconsistent with the Act, Australian Accounting Standards
- (c) such internal control as management determines is necessary to enable the preparation of the financial report that is free from material misstatement, whether due to fraud or error
- (d) providing you with:
  - (i) access to all information that is relevant to the preparation of the financial report such as records, documentation and other matters;
  - (ii) additional information that you may request from us for the purpose of the audit; and
  - (iii) unrestricted access to persons within the Shire from whom you determine it necessary to obtain audit evidence.
- (e) the preparation of other information (i.e. financial or non-financial information (other than the financial report and the auditor's report thereon) included in the Shire's annual report) that is consistent with the financial report, and which does not contain any material misstatements.

As part of the audit process, we will also request, from the Chief Executive Officer and the finance manager, written confirmation concerning representations made to us in connection with the audit.

We look forward to the full cooperation from your staff during our audit.

### **Reporting**

#### *Annual Financial Report*

The Auditor General's auditor's report will be prepared in accordance with the *Local Government Act 1995*, Local Government (Audit) Regulations 1996 and Australian Auditing Standards and include the audit opinion on the annual financial report.

#### *Other Legal and Regulatory Requirements*

The Local Government (Audit) Regulations 1996 also require the auditor's report to include:

- a) any material matters that in the opinion of the auditor indicate significant adverse trends in the financial position or the financial management practices of the local government

- b) any material matters indicating non-compliance with Part 6 of the *Local Government Act 1995*, the Local Government (Financial Management) Regulations 1996 or applicable financial controls in any other written law
- c) details of whether information and explanations were obtained by the auditor
- d) a report on the conduct of the audit
- e) the opinion of the auditor as to whether or not the asset consumption and asset renewal funding ratios in the annual financial report are supported by verifiable information and reasonable assumptions.

The form and content of the auditor's report may need to be amended in the light of our audit findings and future amendments (if any) to the Local Government (Audit) Regulations 1996.

The auditor's report will be sent to the CEO, President and the Minister for Local Government in accordance with the *Local Government Act 1995*.

*Management Letter*

Deficiencies in internal controls and other relevant matters identified during the audit will be included in a management letter sent to the CEO and President.

**Audit Fee**

The fee for the audit will be determined by the Auditor General in accordance with the *Local Government Act 1995*. We will provide you with an indicative audit fee in the first quarter of the calendar year. This indicative fee is an estimate based on full cost recovery and a number of assumptions. The fee may be increased if there are additional costs due to matters such as a poor quality financial report and supporting working papers, deficiencies in internal controls and delays in receiving information from Shire staff.

**Publication of the Audited Annual Financial Report**

The Shire is required by the *Local Government Act 1995* to publish its annual report, including the audited annual financial report and the Auditor General's auditor's report, on its official website. When information is presented electronically on a web site, the security and controls over information on the web site should be addressed by the Shire to maintain the integrity of the data presented. The examination of the controls over the electronic presentation of audited financial information on the Shire's web site is beyond the scope of our audit of the financial report. Responsibility for the electronic presentation of the financial report on the Shire's web site is that of the Council.

**ACKNOWLEDGEMENT OF RESPONSIBILITIES FOR THE AUDIT**

We acknowledge the responsibilities for the audit for the year ended 30 June 2019 and subsequent years as set out in this letter for the audit of the annual financial report, including our respective responsibilities as the President and the CEO.

(Signed) \_\_\_\_\_

**Name: Cr Phillip Blight  
President**

(Signed) \_\_\_\_\_

**Name: Peter Webster  
Chief Executive Officer**

Date



**13. AGENDA ITEMS****13.1 MR RON WALKER – RESIGNATION FROM COUNCIL**

|                         |                                |
|-------------------------|--------------------------------|
| PROPONENT:              | Mr R Walker                    |
| OWNER:                  | Shire of Wagin                 |
| LOCATION/ADDRESS:       | Shire of Wagin                 |
| AUTHOR OF REPORT:       | Chief Executive Officer        |
| SENIOR OFFICER:         | Chief Executive Officer        |
| DATE OF REPORT:         | 21 <sup>st</sup> February 2019 |
| PREVIOUS REPORT(S):     | Nil                            |
| DISCLOSURE OF INTEREST: | Nil                            |
| FILE REFERENCE:         | GV.CO.3                        |
| ATTACHMENTS:            | Nil                            |

**BRIEF SUMMARY:**

Mr Walker, tendered his resignation from Council as at the 31<sup>st</sup> January 2019. Council now need to seek WA Electoral Commission's permission to hold the vacancy over until the October elections

**BACKGROUND/COMMENT**

Council has elections on the 19<sup>th</sup> October 2019 and I would recommend that Council seek approval to hold the seat vacant until the October 2019 elections. This will save time and money. Mr Walker's seat is up for election in October 2019

**CONSULTATION/COMMUNICATION**

Shire President

**STATUTORY/LEGAL IMPLICATIONS:**

Nil

**POLICY IMPLICATIONS:**

Nil

**FINANCIAL IMPLICATIONS:**

Nil

**STRATEGIC IMPLICATIONS:**

Nil

**VOTING REQUIREMENTS:**

Simple

**3955 OFFICERS RECOMMENDATION & COUNCIL DECISION**

Moved: Cr. G R Ball

Seconded: Cr. G K B West

That Council acknowledge the resignation of Mr Walker with regret and that approval be sought to hold the seat vacant until the October 2019 elections.

Carried 7/0

**Note:** Shire President, Phillip Blight wished the following be recorded: That Cr Ron Walker be recognised for his outstanding contribution to the Wagin Shire Council.

## 13.2 RANGER AUTHORISATIONS

|                         |                                |
|-------------------------|--------------------------------|
| PROPONENT:              | Shire of Wagin                 |
| OWNER:                  | Shire of Wagin                 |
| LOCATION/ADDRESS:       | Shire of Wagin                 |
| AUTHOR OF REPORT:       | Deputy Chief Executive Officer |
| SENIOR OFFICER:         | Chief Executive Officer        |
| DATE OF REPORT:         | 14 <sup>th</sup> November 2018 |
| PREVIOUS REPORT(S):     | Nil                            |
| DISCLOSURE OF INTEREST: | N/A                            |
| FILE REFERENCE:         | RV.FE.2                        |
| ATTACHMENTS:            | Nil                            |

### BRIEF SUMMARY:

Council to endorse the appointment of Mr Morné Warren Pfister of WA Contract Ranger Services and Robert McNamara to be authorised to act under the following legislation on behalf of the Shire of Wagin.

### BACKGROUND/COMMENT:

Local Government is bound to enforce certain legislation and as a result is required that officers be authorised to undertake various roles and responsibilities in relation to the legislation.

As existing officers change and new officers are utilised, it is essential that these officers are properly authorised under the appropriate legislation to undertake their duties.

Mr Pfister has been employed by WA Contract Ranger Services to provide support for Shire of Wagin in Ranger services.

Mr Robert McNamara provides back-up Ranger relief to our current part-time Ranger Nathan Cook. This is mainly during periods of annual leave and on some weekends to give Nathan a break.

Providing delegations to Mr Pfister and Mr McNamara will enable them to carry out their roles under the relevant legislation on behalf of the Shire of Wagin. Council will need to appoint these persons to enforce the following legislation:

- Dog Act 1976
- Cat Act 2011
- Bush Fire Act 1954
- Litter Act 1979
- Caravan and Camping Act 1995
- Control of Vehicles (Off Road Areas) Act 1978
- Local Government Act 1995
- Local Government (Miscellaneous Provisions) Act 1960
- Animal Welfare Act 2002

**CONSULTATION/COMMUNICATION:**

CEO and relevant staff  
WA Contract Ranger Services

**STATUTORY/LEGAL IMPLICATIONS:**

Local Government Act 1995

**POLICY IMPLICATIONS:**

Nil

**FINANCIAL IMPLICATIONS:**

Nil

**STRATEGIC IMPLICATIONS:**

Nil

**VOTING REQUIREMENTS:**

Absolute Majority

**3956 OFFICERS RECOMMENDATION & COUNCIL DECISION**

Moved: Cr. G R Ball

Seconded: Cr. J P Reed

That Council:

Endorse the appointment of Mr Morne Pfister and Robert McNamara as Authorised Officers for the Shire of Wagin pursuant to the following Acts:

Dog Act 1976

Cat Act 2011

Bush Fire Act 1954

Litter Act 1979

Caravan and Camping Act 1995

Control of Vehicles (Off Road Areas) Act 1978

Local Government Act 1995

Local Government (Miscellaneous Provisions) Act 1960

Animal Welfare Act 2002

Carried by Absolute Majority 7/0

### 13.3 WAGIN SPORTSGROUND AND RECREATION PRECINCT DEVELOPMENT PLAN

|                         |  |
|-------------------------|--|
| PROPONENT:              | Shire of Wagin                               |
| OWNER:                  | Shire of Wagin                               |
| LOCATION/ADDRESS:       | Wagin Sportsground and Recreation Precinct   |
| AUTHOR OF REPORT:       | Deputy Chief Executive Officer               |
| SENIOR OFFICER:         | Chief Executive Officer                      |
| DATE OF REPORT:         | 20 <sup>th</sup> February 2019               |
| PREVIOUS REPORT(S):     | 14 <sup>th</sup> November 2018               |
| DISCLOSURE OF INTEREST: | N/A  |
| FILE REFERENCE:         |  |
| ATTACHMENTS:            | Letter to Consultant & ADC Projects Costings |

#### BRIEF SUMMARY:

Council to approve Stage 2 – Feasibility Study, in accordance with the CCS Strategic and ADC Projects Wagin Sportsground Precinct Development proposal and budget accordingly in the 2019/2020 Council Budget.

#### BACKGROUND/COMMENT:

At the November 2018 Ordinary Council meeting Council considered proposals from two consultants to carry out the Wagin Sportsground and Recreation Precinct Plan as per the Council project plan / scope of works document.

The staff recommendation to Council was as per following:

That Council:

Appoint CCS Strategic and ADC Projects to undertake the Wagin Sportsground and Recreation Precinct Plan at a cost of \$62,790 Plus GST. This is to be expended over two Council Budgets with Stage 1 in 2018/2019 and Stage 2 in 2019/2020.

Council varied the recommendation and adopted the following resolution:

#### 3928 COUNCIL DECISION

Moved: Cr. G R Ball

Seconded: Cr. S M Chilcott

That Council:

Appoint CCS Strategic and ADC Projects to undertake the Wagin Sportsground and Recreation Precinct Planning project on the following basis:

Undertake stage 1 - needs assessment in 2018/2019 for \$24,200 plus on costs and subject to Council approval undertake stage 2 - feasibility study in accordance with quoted figure in 2019/2020.

Carried by Absolute Majority 9/0

The reason for change is that Council did not want to commit to stage 2 until they saw the outcomes of stage 1.

When the Council delegation met with Brian Adcroft he did advise this option was possible and hence Council took this option as per the Council motion. A letter was sent to ADC projects advising of Council's decision and is attached for your perusal.

The consultancy involves two separate businesses, being ADC Project (Brian Adcroft) and CCS Strategic (Mark Casserly). CCS Strategic undertakes the consultancy process, which in effect is the majority of the Needs Assessment (Stage 1). ADC Projects then carries out the majority of the Feasibility Study that entails drawn concepts, site plans, construction and operating costs etc.

The consultants have now advised that the 2 stages cannot realistically be split and done on a separate basis as both consultants are working collaborately on both stages and due to the fact they are two separate businesses. As a result, they have asked whether Council will now give approval for the undertaking of Stage 2 - Feasibility Study. However, this stage can still be paid next financial year and as a result it can be budgeted accordingly in the 2019/2020 Budget.

On the back of the clubs/organisations meetings and community meeting the author believes the community is expecting the whole process to be carried out with final outcomes. There was a lot of positive feed-back from the community and both consultants were impressive as they worked through the Needs Assessment processes.

Also, as previously mentioned, committing to the whole consultant proposal will give Council and the community a completed project option, reports, plans, costings, grant funding application information and documentation.

**CONSULTATION/COMMUNICATION:**

CEO

Consultants

**STATUTORY/LEGAL IMPLICATIONS:**

Local Government Act 1995

**POLICY IMPLICATIONS:**

Nil

**FINANCIAL IMPLICATIONS:**

Council Budget 2019/2020

**STRATEGIC IMPLICATIONS:**

3.4 Wagin Community Recreational Hub.

**VOTING REQUIREMENTS:**

Absolute Majority

**OFFICERS RECOMMENDATION**

Moved: Cr.

Seconded: Cr.

That Council:

Give approval for CCS Strategic and ADC Projects to undertake the Wagin Sportsground and Recreation Precinct Plan Stage 2 – Feasibility Study, at a cost of \$31,180 plus on-costs. This is to be expended in the 2019/2020 financial year as part of the 2019/2020 Council Budget.

**3957 COUNCIL DECISION**

Moved: Cr. G R Ball

Seconded: Cr. S M Chilcott

That Council:

Defer this item until the March Ordinary Meeting of Council.

Carried 7/0

**Note:** the reason for difference Council requested further information be brought to the next Ordinary Meeting of Council before consideration.

ADMINISTRATION CENTRE  
2 Arthur Road, WAGIN W.A  
PO Box 200, WAGIN 6315



Telephone: (08) 9861 1177  
Facsimile: (08) 9861 1204  
Website: www.wagin.wa.gov.au  
Email: shire@wagin.wa.gov.au

BAR : BAR

Mr Brian Adcroft  
ADC Projects  
554 Newcastle Street  
WEST PERTH WA 6005

Dear Brian

RE: WAGIN SPORTSGROUND PRECINCT RE-DEVELOPMENT

Thank you for your project submission and meeting with Council representatives here at the shire office.

Council, at the November ordinary Council meeting, considered the item to appoint a consultant to carry out the Wagin Sportsground Precinct Re-development plan, I wish to advise that your submission was successful. Council resolved to appoint CCS Strategic and ADC Projects to carry out the consultancy project, however they would like to stage the consultancy in accordance with the following resolution:

**COUNCIL DECISION**

Moved: Cr. G R Ball

Seconded: Cr. S M Chilcott

That Council:

Appoint CCS Strategic and ADC Projects to undertake the Wagin Sportsground and Recreation Precinct Planning project on the following basis:

Undertake stage 1 needs assessment in 2018/2019 for \$24,200 plus on costs and subject to Council approval undertake stage 2 feasibility study in accordance with the quoted figure in 2019/2020.

Brian, I wish to again thank you for your time on this project and congratulations on your appointment. I look forward to working with you and your team, please contact me at the shire office to discuss the above and a plan moving forward.

Yours faithfully

A handwritten signature in black ink, appearing to read 'B Roderick', is written over the typed name.

Brian Roderick  
Deputy Chief Executive Officer  
23rs November 2018

ADC Projects

4.0 PROJECT BUDGET

4.1 Indicative Budget

The Draft Shire of Wagin Community Strategic Plan and Corporate Business Plan 2018 indicates a provision for \$4 Million Dollars for Stage 1 re-development of the Sportsground and Recreation Precinct in the 2021-22 Financial Year. This is as yet unfunded. This proposal for service is based on a \$4M scale of works. A detailed project cost schedule is shown below.

| Sportsground and Recreation Precinct Development Plan |             |                     |
|---|-------------|---------------------|
| Project Tasks   | Total Hours | Total Cost          |
| <b>Stage 1 - Needs Assessment</b>                     |             |                     |
| Project Initiation – conference call                  | 4           | \$ 960.00           |
| Develop Project Charter                               | 2           | \$ 560.00           |
| Review of background information and materials        | 4           | \$ 960.00           |
| Existing facilities audit                             |             |                     |
| inspection tour                                       | 4           | \$ 960.00           |
| facilities audit                                      | 4           | \$ 960.00           |
| utilisation data                                      | 3           | \$ 840.00           |
| Demographic and trends analysis                       |             |                     |
| demographic profile                                   | 1           | \$ 280.00           |
| economic profile                                      | 1           | \$ 280.00           |
| social profile  | 1           | \$ 280.00           |
| trends analysis                                       | 1           | \$ 280.00           |
| implications for Wagin                                | 2           | \$ 560.00           |
| Stakeholder consultation                              |             |                     |
| on-line survey for residents                          | 9           | \$ 1,080.00         |
| initial open community workshop                       | 6           | \$ 1,440.00         |
| key stakeholder interviews                            | 5           | \$ 1,240.00         |
| Shire focus group                                     | 4           | \$ 960.00           |
| Project Team meetings                                 | 16          | \$ 3,680.00         |
| second open community workshop                        | 6           | \$ 1,440.00         |
| Needs assessment report                               |             |                     |
| comprehensive schedule of requirements                | 4           | \$ 1,040.00         |
| solutions matrix                                      | 6           | \$ 1,520.00         |
| draft report preparation                              | 16          | \$ 3,440.00         |
| draft report presentation and open workshop           | 6           | \$ 1,440.00         |
| <b>Totals for Stage 1 - Needs Assessment</b>          | <b>105</b>  | <b>\$ 24,200.00</b> |
| <b>Stage 2 - Feasibility study</b>                    |             |                     |
| Design brief development                              | 6           | \$ 1,600.00         |
| Site Master Plan Option D plus alternative            | 33          | \$ 6,860.00         |
| Facility concept plans                                | 41          | \$ 8,300.00         |
| Cost implications                                     |             |                     |
| capital cost of construction                          | 14          | \$ 2,720.00         |
| sustainability and energy efficiency initiatives      | 5           | \$ 940.00           |
| project delivery costs                                | 1           | \$ 180.00           |
| project funding sources                               | 2           | \$ 560.00           |
| project staging and cost escalations                  | 1           | \$ 180.00           |
| life cycle cost analysis                              | 6           | \$ 1,200.00         |
| annual operating costs                                | 4           | \$ 920.00           |
| Reporting   |             |                     |
| draft report preparation                              | 16          | \$ 3,440.00         |
| draft report presentation                             | 8           | \$ 1,920.00         |
| draft report amendment                                | 4           | \$ 1,120.00         |
| final report submission                               | 5           | \$ 1,240.00         |
| <b>Totals for Stage 2 - Feasibility study</b>         | <b>132</b>  | <b>\$ 28,180.00</b> |
|   |             | <b>\$ 31,180</b>    |

12

*ABC*

|                                 |     |                          |
|---------------------------------|-----|--------------------------|
| Total project hours             | 237 |                          |
| Total project professional fees |     | \$ 55,380.00             |
| travel                          |     | \$ 3,525.00              |
| accommodation                   |     | \$ 1,295.00              |
| per diem                        |     | \$ 840.00                |
| printing                        |     | \$ 250.00                |
| project administration          |     | \$ 1,500.00              |
| Total project On-costs          |     | \$ 7,410.00              |
| Total project cost              |     | \$ 62,790.00<br>Plus GST |

#### 4.2 Price Exclusions

The following items are excluded from the Lump Sum Price offer:-

- Goods and Services Tax
- Land title amalgamation and re-subdivisions and associated utilities rationalisation
- Additional perspective views (extra over than 2)
- Animated walk or fly throughs
- Loose furniture and equipment selections
- Authority application fees
- Construction documentation
- Tender documentation and advice
- Construction contract administration and advice
- Additional design works for brief changes after acceptance of final design
- Site and/or Shire visits extra over four dates as per Implementation Timetable
- Provision of documents extra over project schedule

**Note:** Cr Blight declared an interest in the below item and left the meeting at 8.30 pm

Cr Ball assumed the chair of President.

#### 13.4 APPLICATION TO CHANGE THE METHOD OF VALUATION – VARIOUS LOTS, PIESSEVILLE

|                         |   |
|-------------------------|---|
| PROPONENT:              | Peter & Linda Coles / Bernard & Christine Evans   |
| OWNER:                  | Peter & Linda Coles / Bernard & Christine Evans   |
| LOCATION/ADDRESS:       | Lots 109 & 110 Collins St; Lots 92, 93, 94, 95, 96, 97, 98, 100, 101,102 & 103 Harvey St, Piesseville |
| AUTHOR OF REPORT:       | Finance/Rates Officer   |
| SENIOR OFFICER:         | Chief Executive Officer   |
| DATE OF REPORT:         | 21 <sup>st</sup> November 2018  |
| PREVIOUS REPORT(S):     | N/A   |
| DISCLOSURE OF INTEREST: | N/A   |
| FILE REFERENCE:         | RV.FE.2   |
| ATTACHMENTS:            | Correspondence and Aerial image   |

#### BRIEF SUMMARY:

The purpose of this report is to consider/approve an application from the property owners that the basis for rating for Lots 109 & 110 Collins Street Piesseville and Lots 92, 93, 94, 95, 96, 97, 98, 100, 101,102 & 103 Harvey Street Piesseville be changed.

#### BACKGROUND:

An application has been submitted from property owners, Peter & Linda Coles and Bernard & Christine Evans seeking Council's approval for the change of valuation from Gross Rental Value (GRV) to Unimproved Value (UV) on Lots 109 & 110 Collins Street Piesseville and Lots 92, 93, 94, 95, 96, 97, 98, 100, 101,102 & 103 Harvey Street Piesseville.

These Lots are located on the edges of the Piesseville town boundary adjoining other land owned by the applicants and clearly used as rural purposes.

#### COMMENT:

Local government has a role in ensuring that the rating principles of the Local Government Act, 1995 are correctly applied to rateable land within their districts.

Guidelines issued by the Department of Local Government, Sport and Cultural Industries recommend that affected property owners be requested to complete a Land Use Declaration Form when there is a request or proposal for a property's basis for rating to be changed.

With regard to this property, a Land Use Declaration Form has been completed, which indicates as follows:

- The land is used for 'rural purposes'.
- The land uses that best describe the rural base of the property are 'grazing (sheep)' and 'growing (cereal cropping)'.
- The agricultural activities carried out on the land represent the predominant use of the land.

- Livelihood is earned from these activities.

Given the information presented, it is considered that the most appropriate method of valuation is Unimproved Value (UV). This fits in with the method of valuation in the surrounding areas.

#### CONSULTATION/COMMUNICATION:

The applicants are the only property owners that this change will affect.

Consultation has taken place in person with the property owners advising of the policies and procedures to be followed, the supply of frequently asked questions and Land Use Declaration Forms.

#### STATUTORY/LEGAL IMPLICATIONS:

Local Government Act 1995

Section 6.28 Basis of rates

- (1) The Minister is to –
  - (a) determine the method of valuation of land to be used by a local government as the basis for a rate; and
  - (b) publish a notice of the determination in the *Government Gazette*.
  
- (2) In determining the method of valuation of land to be used by a local government the Minister is to have regard to the general principle that the basis for a rate on any land is to be –
  - (a) where the land is used predominantly for rural purposes, the unimproved value of the land; and
  - (b) where land is used predominantly for non-rural purposes, the gross rental value of the land.

This authority has been delegated to the Director General of the Department of Local Government, Sport and Cultural Industries.

#### POLICY IMPLICATIONS:

Nil

#### FINANCIAL IMPLICATIONS:

Four Assessments from minimum Gross Rental Value rating to Unimproved Value rating.

#### STRATEGIC IMPLICATIONS:

Nil

#### VOTING REQUIREMENTS:

Simple Majority

**3958 OFFICERS RECOMMENDATION & COUNCIL DECISION**

Moved: Cr. G K B West

Seconded: Cr. D G Reed

That:

1. The predominant use of the land at Lots 109 & 110 Collins Street Piesseville and Lots 92, 93, 94, 95, 96, 97, 98, 100, 101, 102 & 103 Harvey Street Piesseville are considered to be rural.
2. The Director General of the Department of Local Government, Sport and Cultural Industries be requested to change the method of valuation of the land areas referred to above from Gross Rental Value to Unimproved Value, in accordance with Section 6.28 of the Local Government Act 1995.
3. The effective date of the new method of valuation to be the date of gazettal.

Carried 6/0

**Note:** Cr Blight returned to the meeting at 8.34 pm and resumed the position of chairperson.



29 October 2018

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

Dear Mr Webster,

We have several town lots within the Piesseville Town Boundary (GRV rated) which are adjoining our Rural land (UV rated) and used solely for the purpose of farming.

We wish to make an application to change these lots from GRV to UV rating, this will then enable us to amalgamate these lots with our Rural land (UV) and to be used accordingly.

This is also the same situation for Bernie & Christine Evans (Linda's Parents), they are also wishing to have their GRV lots changed to UV rating and then to amalgamate. They have also signed this letter.

Please find attached Land Use Declaration Forms, lists of the lots in question and maps showing the lots highlighted in green.

The Shire has advised us that there are Policies and Procedures to be followed and that this will need to be presented to Council to consider/approve the application prior to being forwarded onto the Minister for his approval.

As we believe we are the only Farmers this will affect within the Piesseville Town Boundary, we are hoping you will give us a favourable outcome.

Yours faithfully,



  
Peter & Linda Coles  
PO Box 347  
WAGIN WA 6315



Bernard & Christine Evans  
PO Box 164  
WAGIN WA 6315

Land Use Declaration Form

Section A – Property and Owners Details

Assessment Number: A1676  
 Property Owner (s): Bernard Francis Evans  
 Property Address: Lot 109 Collins St, Piesseville WA 6315

Section B – Property and Land Use Details

**Question 1:** Is the property used for 'rural purposes'? (check box) **Yes**  **No**

Note: A 'rural purpose' means a purpose pertaining to agriculture and agriculture is defined to mean the use or cultivation of land for any purpose of husbandry or horticulture, including the raising of livestock and the growing of crops.

If you answered **Yes** to this question, please proceed to Question 2.  
 If you answered **No** to this question, please disregard Questions 2 to 4 and proceed to sign and return this declaration.

**Question 2:** Which of the following land uses best describes the rural base of your property? (check box)

|              |                                     |                    |                          |                     |                          |
|--------------|-------------------------------------|--------------------|--------------------------|---------------------|--------------------------|
| Horticulture | <input type="checkbox"/>            | Forestry           | <input type="checkbox"/> | Stabling, agisting, |                          |
| Viticulture  | <input type="checkbox"/>            | Orchards           | <input type="checkbox"/> | training horses     | <input type="checkbox"/> |
| Apiculture   | <input type="checkbox"/>            | Porcine Production | <input type="checkbox"/> | Poultry Production  | <input type="checkbox"/> |
| Grazing      | <input checked="" type="checkbox"/> | Please describe:   | <u>SHEEP</u>             |                     |                          |
| Growing      | <input checked="" type="checkbox"/> | Please describe:   | <u>CERIAL GROWING</u>    |                     |                          |
| Other        | <input type="checkbox"/>            | Please describe:   | _____                    |                     |                          |

**Question 3:** Do the agricultural activities carried out on the land, represent the predominate use of the land? **Yes**  **No**

**Question 4:** Do you earn your livelihood from these activities. **Yes**  **No**

Note: It is unlikely that land used as a hobby farm would satisfy the definition as land used predominately for rural purposes.

Section C – Declaration

I / we declare the above information to be correct to the best of my / our knowledge.

Owner (s) name (s): BERNARD FRANCIS EVANS

Owner (s) signature: *B F Evans*

Date: 2-11-2018

Please ensure all relevant sections of this form are completed before returning. Thank you.

*BSL*

**A1676 - BF Evans - Lot 109 Collins St Piesseville**

| <b>Plan No</b> | <b>Lot</b> | <b>Certificate of Title</b> | <b>Area</b> | <b>Units</b> |
|----------------|------------|-----------------------------|-------------|--------------|
| P146964        | 109        | 1047/244                    | 3.2426      | Hectares     |
| P146964        | 110        | 1047/245                    | 3.2426      | Hectares     |



Land Use Declaration Form

Section A – Property and Owners Details

Assessment Number: A99999  
 Property Owner (s): Bernard Francis Evans  
 Property Address: Lot 96 Harvey St, Piesseville WA 6315

Section B – Property and Land Use Details

**Question 1:** Is the property used for 'rural purposes'? (check box) **Yes**  **No**

Note: A 'rural purpose' means a purpose pertaining to agriculture and agriculture is defined to mean the use or cultivation of land for any purpose of husbandry or horticulture, including the raising of livestock and the growing of crops.

If you answered **Yes** to this question, please proceed to Question 2.  
 If you answered **No** to this question, please disregard Questions 2 to 4 and proceed to sign and return this declaration.

**Question 2:** Which of the following land uses best describes the rural base of your property? (check box)

- |              |                                     |                    |                          |                     |                          |
|--------------|-------------------------------------|--------------------|--------------------------|---------------------|--------------------------|
| Horticulture | <input type="checkbox"/>            | Forestry           | <input type="checkbox"/> | Stabling, agisting, |                          |
| Viticulture  | <input type="checkbox"/>            | Orchards           | <input type="checkbox"/> | training horses     | <input type="checkbox"/> |
| Apiculture   | <input type="checkbox"/>            | Porcine Production | <input type="checkbox"/> | Poultry Production  | <input type="checkbox"/> |
| Grazing      | <input checked="" type="checkbox"/> | Please describe:   | <u>SHEEP</u>             |                     |                          |
| Growing      | <input checked="" type="checkbox"/> | Please describe:   | <u>CERIAL CROPPING</u>   |                     |                          |
| Other        | <input type="checkbox"/>            | Please describe:   | _____                    |                     |                          |

**Question 3:** Do the agricultural activities carried out on the land, represent the predominate use of the land? **Yes**  **No**

**Question 4:** Do you earn your livelihood from these activities. **Yes**  **No**

Note: It is unlikely that land used as a hobby farm would satisfy the definition as land used predominately for rural purposes.

Section C – Declaration

I / we declare the above information to be correct to the best of my / our knowledge.

Owner (s) name (s): BERNARD FRANCIS EVANS

Owner (s) signature: B F Evans

Date: 2-11-2018

Please ensure all relevant sections of this form are completed before returning. Thank you.

**A99999 - BF Evans - Lot 96 Harvey St Piesseville**

| <b>Plan No</b> | <b>Lot</b> | <b>Certificate of Title</b> | <b>Area</b> | <b>Units</b> |
|----------------|------------|-----------------------------|-------------|--------------|
| P146390        | 95         | 1131/20                     | 3.2906      | Hectares     |
| P146390        | 96         | 1131/20                     | 3.4247      | Hectares     |
| P147240        | 100        |                             | 3.7636      | Hectares     |
| P147240        | 101        |                             | 3.7789      | Hectares     |
| P655296        | 102        |                             | 3.0402      | Hectares     |



Land Use Declaration Form

Section A – Property and Owners Details

Assessment Number: A1680  
 Property Owner (s): Peter Robert & Linda Rae Coles  
 Property Address: Lot 92 Harvey St, Piesseville WA 6315

Section B – Property and Land Use Details

**Question 1:** Is the property used for 'rural purposes'? (check box) **Yes**  **No**

Note: A 'rural purpose' means a purpose pertaining to agriculture and agriculture is defined to mean the use or cultivation of land for any purpose of husbandry or horticulture, including the raising of livestock and the growing of crops.

If you answered **Yes** to this question, please proceed to Question 2.  
 If you answered **No** to this question, please disregard Questions 2 to 4 and proceed to sign and return this declaration.

**Question 2:** Which of the following land uses best describes the rural base of your property? (check box)

- |              |                                     |                    |                          |                                     |                          |
|--------------|-------------------------------------|--------------------|--------------------------|-------------------------------------|--------------------------|
| Horticulture | <input type="checkbox"/>            | Forestry           | <input type="checkbox"/> | Stabling, agisting, training horses | <input type="checkbox"/> |
| Viticulture  | <input type="checkbox"/>            | Orchards           | <input type="checkbox"/> | Poultry Production                  | <input type="checkbox"/> |
| Apiculture   | <input type="checkbox"/>            | Porcine Production | <input type="checkbox"/> |                                     |                          |
| Grazing      | <input checked="" type="checkbox"/> | Please describe:   | <u>Sheep</u>             |                                     |                          |
| Growing      | <input checked="" type="checkbox"/> | Please describe:   | <u>Cereal Cropping</u>   |                                     |                          |
| Other        | <input type="checkbox"/>            | Please describe:   | _____                    |                                     |                          |

**Question 3:** Do the agricultural activities carried out on the land, represent the predominate use of the land? **Yes**  **No**

**Question 4:** Do you earn your livelihood from these activities. **Yes**  **No**

Note: It is unlikely that land used as a hobby farm would satisfy the definition as land used predominately for rural purposes.

Section C – Declaration

I / we declare the above information to be correct to the best of my / our knowledge.

Owner (s) name (s): PR + LR Coles PETER ROBERT COLES, LINDA RAE COLES

Owner (s) signature: Peter Coles Linda Coles

Date: 2-11-2018

Please ensure all relevant sections of this form are completed before returning. Thank you.

**A1680 - PR & LR Coles - Lot 92 Harvey St Piesseville**

| <b>Plan No</b> | <b>Lot</b> | <b>Certificate of Title</b> | <b>Area</b> | <b>Units</b> |
|----------------|------------|-----------------------------|-------------|--------------|
| P147240        | 103        | 1588/381                    | 2.6127      | Hectares     |
| P146390        | 92         | 1588/382                    | 3.2729      | Hectares     |
| P146390        | 93         | 1588/382                    | 3.2375      | Hectares     |
| P146390        | 94         | 1588/382                    | 3.2653      | Hectares     |



Land Use Declaration Form

Section A – Property and Owners Details

Assessment Number: A1673  
 Property Owner (s): Peter Robert & Linda Rae Coles  
 Property Address: Lot 97 Harvey St, Piesseville WA 6315

Section B – Property and Land Use Details

Question 1: Is the property used for 'rural purposes'? (check box) Yes  No

Note: A 'rural purpose' means a purpose pertaining to agriculture and agriculture is defined to mean the use or cultivation of land for any purpose of husbandry or horticulture, including the raising of livestock and the growing of crops.

If you answered **Yes** to this question, please proceed to Question 2.  
 If you answered **No** to this question, please disregard Questions 2 to 4 and proceed to sign and return this declaration.

Question 2: Which of the following land uses best describes the rural base of your property? (check box)

- |              |                                     |                    |  |                     |                          |
|--------------|-------------------------------------|--------------------|--|---------------------|--------------------------|
| Horticulture | <input type="checkbox"/>            | Forestry           | <input type="checkbox"/>                 | Stabling, agisting, |                          |
| Viticulture  | <input type="checkbox"/>            | Orchards           | <input type="checkbox"/>                 | training horses     | <input type="checkbox"/> |
| Apiculture   | <input type="checkbox"/>            | Porcine Production | <input type="checkbox"/>                 | Poultry Production  | <input type="checkbox"/> |
| Grazing      | <input checked="" type="checkbox"/> | Please describe:   | <u>Sheep</u>                             |                     |                          |
| Growing      | <input checked="" type="checkbox"/> | Please describe:   | <u><del>Cereal</del> Cereal Cropping</u> |                     |                          |
| Other        | <input type="checkbox"/>            | Please describe:   | _____                                    |                     |                          |

Question 3: Do the agricultural activities carried out on the land, represent the predominate use of the land? Yes  No

Question 4: Do you earn your livelihood from these activities. Yes  No

Note: It is unlikely that land used as a hobby farm would satisfy the definition as land used predominately for rural purposes.

Section C – Declaration

I / we declare the above information to be correct to the best of my / our knowledge.

Owner (s) name (s): PR + LR Coles PETER ROBERT COLES LINDA RAE COLES  
 Owner (s) signature: *PR Coles* *LR Coles*  
 Date: 2-11-2018

Please ensure all relevant sections of this form are completed before returning. Thank you.

**A1673 - PR & LR Coles - Lot 97 Harvey St Piesseville**

| <b>Plan No</b> | <b>Lot</b> | <b>Certificate of Title</b> | <b>Area</b> | <b>Units</b> |
|----------------|------------|-----------------------------|-------------|--------------|
| P146390        | 97         | 122/51A                     | 3.7788      | Hectares     |
| P146390        | 98         | 853/10                      | 3.4095      | Hectares     |





### 13.5 STANDPIPE CONTROLLER – RECREATION GROUND WAGIN

|                         |  |
|-------------------------|--|
| PROPONENT:              | Waterman Irrigation  |
| OWNER:                  | Shire of Wagin   |
| LOCATION/ADDRESS:       | Recreation Ground Wagin  |
| AUTHOR OF REPORT:       | Chief Executive Officer  |
| SENIOR OFFICER:         | Chief Executive Officer  |
| DATE OF REPORT:         | 18 <sup>th</sup> February 2019                                 |
| PREVIOUS REPORT(S):     | Nil  |
| DISCLOSURE OF INTEREST: | Nil  |
| FILE REFERENCE:         | WS.LI.2  |
| ATTACHMENTS:            | Walga Info Page, Type of fixed standpipes and charges schedule |

#### BRIEF SUMMARY:

Due to Water Corporation changes and proposed charges Council need to consider the installation of a standpipe controller for the Recreation Ground controller.

#### BACKGROUND/COMMENT

Water Corp has been visiting all rural Shires regarding changes to the use to Standpipes.

These changes will come into effect on 1<sup>st</sup> July 2019.

The standpipes are being categorized into several different levels depending what the water is to be used for.

- **Type 1** Owned and managed by the Shire for “drought proofing” service to customers with no access to scheme water
- **Type 2** Owned and managed by the Shire for their purposes – watering plants, minor roadworks & fire fighting (*current practice*)
- **Type 3** May be owned by the Shire. If it is for commercial customer’s then a higher price per KL will be charged
- **Type 4** Fire fighting. Used only for fire or drills. Standpipes are locked with keys being held by brigades. If not locked the standpipe is treated as Type 2.
- **Type 5** Water Corp standpipes.

I have attached a chart showing the proposed prices for water under the new system.

The main issues Council will have are the standpipes at the recreation ground and the two concrete tanks at Lime Lake Rd and Bullock Hills Rd.

The CEO believes the best way to manage the standpipe water at the recreation ground is by using a swipe card system. The two concrete tanks at Bullock Hills Rd and Lime Lake Rd need to have water manifolds installed to assist on managing the water use. At present pipes are thrown over into the tank through the man hole and water sucked out. Not a safe practice

Prices have been obtained from Waterman Irrigation in Perth for either a solar powered unit or mains power. I have gone with mains power due to cost.

The total to purchase the system is \$13,314 plus installation of equipment and power. I believe that this should be included in the 2019/20 budget.

**CONSULTATION/COMMUNICATION**

Nil

**STATUTORY/LLEGAL IMPLICATIONS:**

Nil

**POLICY IMPLICATIONS:**

Nil

**FINANCIAL IMPLICATIONS:**

To Control users of the recreation ground standpipe water and that they pay for any water taken.

**STRATEGIC IMPLICATIONS:**

Nil

**VOTING REQUIREMENTS:**

Simple

**3959 OFFICERS RECOMMENDATION & COUNCIL DECISION**

Moved: Cr. J P Reed

Seconded: Cr. S M Chilcott

That Council consider in the 2019/20 budget the purchase and installation of a swipe card system for the standpipe at the Recreation Ground and that manifolds be installed forthwith on the concrete tanks at Bullock Hills Road and Lime Lake Road.

Carried 7/0



# INFOPAGE

**To: Chief Executive Officer**

**Organisation: All Councils**

**Reference: 05-24-02-009-9**

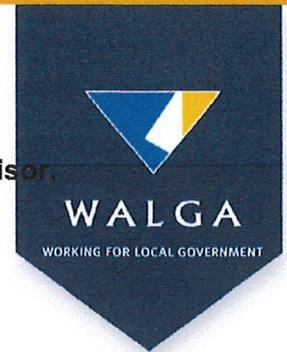
**Subject: IMPORTANT CHANGES TO FIXED FIRE STANDPIPES**

**From: Sarah Norton, Senior Policy Advisor,**

**Emergency Management**

**Date: 04 December 2018**

**Priority: High**



## IN BRIEF:

|                   |  |
|-------------------|--|
| Operational Area: | <b>LOCAL GOVERNMENT</b>  |
| Key Issues:       | <ul style="list-style-type: none"> <li>Fixed Fire Standpipes are to be restricted for fire-fighting or training purposes only.</li> <li>The standpipe owner is to determine the method of restriction in consultation with users and based on local conditions.</li> <li>The Standpipe should be easily accessible in an emergency.</li> <li>Standpipes should be marked to indicate they are only to be used for firefighting and training purposes.</li> </ul> |
| Action Required:  | <b>As required to meet requested restriction requirements</b>  |

The Water Corporation is bringing attention to the following changes to fixed fire standpipes owned by Local Government.

Fixed fire standpipes are intended for firefighting and training purposes only. To prevent misuse of dedicated fire standpipes the following changes are being introduced:

- From 1 July 2019, access to dedicated fire standpipes in regional Western Australia must be restricted for fire-fighting or training purposes only; public/commercial use must be prevented at all times.
- The method of restriction should be determined by the standpipe owner, in consultation with those authorised to use it and based on local conditions.
- Arrangements should be put in place to ensure access is easily provided in the event of an emergency.
- Fire standpipe owners should also clearly mark or have signage to indicate the standpipe is for firefighting and training use only.

Water Corporation would like to make it clear that they will do everything possible to maintain scheme water supplies during a bushfire, but it cannot be guaranteed and should not be relied upon as the primary source of water for firefighting purposes.

### Consultation Process

The WA Local Government Association (WALGA) and Department of Fire and Emergency Services (DFES) have been consulted in the development of this change.

### For further information please contact:

Senior Policy Advisor Emergency Management, Sarah Norton on 08 92132074 or email [snorton@walga.asn.au](mailto:snorton@walga.asn.au).

*ASL*

# Accessing existing fixed standpipes

To access a fixed standpipe, please contact the local shire in the area you require water. They will be able to advise where the publicly accessible standpipes are located.

If you require more than 49 kilolitres per day for any purpose, you must contact Water Corporation to discuss your needs.

It is the user's responsibility to ask the shire for advice on how to safely access the fixed standpipe before operating it as the ongoing maintenance and repair of these is managed by the shire.

| Type of fixed standpipes        | Description   |
|---------------------------------|---|
| Local Authority Standpipe       | <p><b>Use:</b> For use by shire only - locked and no public access available.</p> <p><b>Meter:</b> Can be any size service as long as it is for direct Shire use.</p>   |
| Community Use Standpipe         | <p><b>Use:</b> Available for public use to assist local farmers, households not connected to the water schemes and limited use by shire for their own purposes.</p> <p><b>Meter:</b> Only available for 20mm and 25mm standpipes that are publicly accessible.</p> <p><b>Farmlands tariff applies to each kilolitre of water used.</b></p>  |
| Commercial or Private Standpipe | <p><b>Use:</b> Available for public use by commercial customers; may include major road building, water carting for large projects, farming.</p> <p>If greater than 49 kilolitres per day is required, contact Water Corporation for alternative options.</p> <p><b>Meter:</b> Any meter above 25mm</p> <p><b>Town based charges apply which are regulated by the government.</b></p> |
| Fire Standpipe                  | <p>For fire fighting only - Access by DFES and volunteer fire fighting units. No public access and should be locked or controlled to limit access.</p>  |



Table 2: Fixed standpipes types and charges

| Type | Name                        | Description / Users   |
|------|-----------------------------|---|
| 1    | LA Standpipe (4022)         | <p>A standpipe owned and managed by a Shire to provide a 'drought proofing' service to customers with no access to scheme water, for example topping up customer rainwater tanks for supplementing domestic supplies. Limited use by Shires for their own purposes.</p> <p><b>Service Charges:</b><br/>Standard Service Charge equivalent to a 20mm service or residential charge \$250.39 (2017/18)</p> <p><b>Water Use Charges:</b><br/>Farmlands tariff: \$2.391 per kilolitre (2017/18)</p>           |
| 2    | Standpipe (4020)            | <p>A standpipe that is owned and managed by a Shire exclusively for their purposes and use, such as watering plants, minor roadworks, fire-fighting purposes (standpipe will be unlocked).</p> <p><b>Service Charges:</b><br/>No Fee: 100% discount on Service Charge</p> <p><b>Water Use Charges:</b><br/>Commercial Class 1 tariff: \$2.391 per kilolitre (2017/18)</p>   |
| 3    | Standpipe (4020)            | <p>A standpipe may be owned by Shire or installed directly on a customer site. For use by commercial customers, predominately road contractors, commercial operations or privately operated standpipes.</p> <p><b>Service Charges:</b><br/>Charge based on size of the meter.</p> <p><b>Water Use Charges:</b><br/>Commercial (appropriate class for that town) charges ranging from \$2.391 cents to \$7.880 per kL (2017/18).</p>   |
| 4    | Fire Standpipe (4025)       | <p>Applications may be submitted by Councils or DFES on behalf of volunteer fire services. Used only for fire drills or fire-fighting. DFES is also entitled to draw water for fire-fighting purposes. If standpipe is locked the keys are held with the volunteer fire service. If standpipe is unlocked it is treated as a normal standpipe (4020) and use is unrestricted.</p> <p><b>Service Charges:</b><br/>No Fee: 100% discount on Service Charge</p> <p><b>Water Use Charges:</b><br/>No Fee.</p> |
| 5    | Water Corporation Standpipe | <p>A standpipe that may be coin-operated by a customer), a multi-user standpipe services, or padlocked with a water use logbook.</p> <p>Service Charges \$0.</p> <p>Water Use ranges \$4/kL to \$10/kL.</p>   |

**13.6 CONDITION OF LOT 8, 16 TRAVERSE STREET, WAGIN**

|                         |   |
|-------------------------|---|
| PROPONENT:              | Shire of Wagin  |
| OWNER:                  | Peter James Sutherland  |
| LOCATION/ADDRESS:       | Lot 8, 16 Traverse Street Wagin   |
| AUTHOR OF REPORT:       | Building Surveyor   |
| SENIOR OFFICER:         | Chief Executive Officer   |
| DATE OF REPORT:         | 25/01/2019  |
| PREVIOUS REPORT(S):     | Nil   |
| DISCLOSURE OF INTEREST: | Nil   |
| FILE REFERENCE:         | A119  |
| ATTACHMENTS:            | Residential Building Report, Analysts Report, Proforma Copy of Building Order |

**BRIEF SUMMARY:**

The current condition of the house situated at Lot 8,16 Traverse Street Wagin is presented in the attached Residential Building Report for Councils consideration prior to considering whether or not to issue a show cause letter to the owner requesting the owner show cause as to why a demolition order should not be issued to him to take down and remove the house.

**BACKGROUND/COMMENT:**

Lot 8,16 Traverse street Wagin is 2019m<sup>2</sup> in area, zoned R30 with 3 road frontages, unfenced on 3 boundaries and has one brick and fibre cement clad metal roofed house situated upon it.

Complaints have been forwarded to Council alleging the house situated at Lot 8, 16 Traverse Street Wagin is abandoned, the yard is overgrown and constitutes a fire hazard, attracts pests such as Bees and Feral Cats and is also attracting undesirable attention from persons entering the property for scavenging purposes.

Council Officers recently arranged for contractors to remove the long dry grass surrounding the property.

On 6 October 2017 the owner of the house was advised in writing that several complaints had been received by Council alleging that his residence was not being maintained in a satisfactory manner. The correspondence indicated that the property had been inspected which determined the complaints to be justified. The correspondence also requested that the poor state of cleanliness and maintenance required action and attention within the next 12 months to avoid formal notices being issued to repair or remove the house.

At the end of the 12 months the house was noted to have had none of the required works or cleaning attended to.

On 23 November 2018 further correspondence was forwarded to the owner advising that it had been noted that no works had been undertaken and that the house had appeared to be in a worse state of repair.

The owner was also advised in this correspondence that it was Council Officer's intention to obtain a warrant to enter the property to determine whether or not the house was unfit for human habitation which may result in a show cause letter being issued to the owner enquiring as to why the house should not be demolished.

A warrant to enter the house was obtained on 13 December 2018.

The house was entered under warrant on 18 December 2018 at 9.am.

The house was inspected, and the findings of this inspection are provided in detail in the attached Residential Building Report.

The house is in very poor condition and is unfit for human habitation. It is also considered to be in such a poor state of repair that it would be uneconomical to repair the house and hence, my recommendation is that a show cause letter requiring the owner to show cause as to why a demolition order should not be issued to him with a draft order to take down and demolish the house as an attachment be issued to the owner allowing (14) fourteen days for the owner to respond to such correspondence.

**CONSULTATION/COMMUNICATION:**

Nil

**STATUTORY/LEGAL IMPLICATIONS:**

Building Act 2011

111. Notice of proposed building order other than building order (emergency)

(1) Before making a building order a permit authority must - (a) give each person to whom the order is proposed to be directed written notice of the terms of the proposed order and the reasons for it; and (b) advise each person to whom the order is proposed to be directed that the person has 14 days from the day on which the notice is received in which to make submissions in relation to the proposed order; and (c) consider each submission received within that period.

(2) Subsection (1) does not apply if there is an imminent and high risk to people, property or the environment arising from building or demolition work or from the dangerous state of a building or incidental structure.

115. Compliance with building order

A person who is served with a copy of a building order must not without reasonable excuse fail to comply with the order.

Penalty: (a) for a first offence, a fine of \$50 000;

(b) for a second offence, a fine of \$75 000;

(c) for a third or subsequent offence, a fine of \$100 000 and imprisonment for 12 months.

**POLICY IMPLICATIONS:**

Nil

**FINANCIAL IMPLICATIONS:**

In the event that Council having followed all required procedures as indicated in Section 111 of the Building Act 2011, issues a Building Order that is subsequently not complied with, Legal Costs will be incurred with making a complaint to the Magistrates Court.

The person to whom the Building Order was issued may choose to appeal to the State Administrative Tribunal against the provisions of the order. Legal costs will be incurred with this process also.

At the end of the administrative process where the building still has not been taken down and removed, Council may be able to undertake the required demolition works and place a caveat on the property to recover its expenses.

The demolition costs for single houses vary from approximately \$20,000 to \$30,000

**STRATEGIC IMPLICATIONS:**

Councils Strategic Plan, Part 4.0 Town and Natural Environment specifically Part 4.1 states:

Continued monitoring and response to environmental issues facing the Shire with an anticipated outcome being appropriate response to environmental issues arising.

In this case issues arising in the built environment have been monitored with an appropriate response being recommended.

**VOTING REQUIREMENTS:**

Simple Majority

**OFFICERS RECOMMENDATION**

That Council

1. Give Mr Peter James Sutherland owner of Lot 8 16 Traverse Street Wagin, written notice of the terms of the proposed demolition order and the reasons for it and advise Mr Sutherland that he has 14 days from the day on which the notice is received in which to make submissions in relation to the proposed order and consider each submission received in that period.
2. If no submissions are received within the said 14 days, Council authorises staff to issue the demolition order to Mr Peter James Sutherland to take down and remove the brick and fibre cement walled, metal roofed house on Lot 8 ,16 Traverse Street, Wagin.

**3960 COUNCIL DECISION**

Moved: Cr. G R Ball

Seconded: Cr. D G Reed

That Council:

Defer this item until the March Ordinary Meeting of Council

Carried 7/0

**Note** the reason for difference Council requested further information be brought to the next Ordinary Meeting of Council before consideration.

## Residential Building Report – AS 4349.0 2007

**Report Number:** 1/2019

**Inspection Address:** Lot 8, 16 Traverse Street, Wagin, WA 6315

**Owners Name:** Peter Sutherland

**Owners Address:** PO Box 111, Dumbleyung WA, 6350

**Inspection Date:** 18 December 2018

**Time of Inspection:** 9.am

**Prevailing Weather Conditions:** Overcast with no wind.

**Inspectors Name & Registration Number:** Gordon Tester, Registration No 310



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**1.0 – DEFINITIONS**

For the purpose of this inspection, the following definitions apply

**Good**

The item or area inspected appears to be in sound condition without any significant visual defects. The area may still have some minor deterioration, damage, wear or require some adjustment.

**Minor Defect**

A defect other than a major defect

**Major Defect**

A defect of sufficient magnitude where rectification has to be carried out to avoid unsafe conditions, loss of utility or further deterioration of the property.

**Safety Hazard**

Any item or building element that has the potential to cause harm or injury to a person or persons.

**Immediate**

The item/material/area has deteriorated to an unserviceable condition, is in a badly neglected state of repair and as such should be repaired replaced as soon as humanly possible.

**Medium**

The item/material/area inspected needs some minor adjusting minor/repairs and is considered to be a minor maintenance issue.

**High**

The item/material/area inspected has deteriorated and needs to be repaired/replaced in the near future.

**Accessible Area**

An area of the site where sufficient, safe and reasonable access is available to allow inspection within the scope of the inspection.

**Inspection**

Close and careful scrutiny of a building carried out without dismantling, to arrive at a reliable conclusion as to the condition of the building.

**Roof Space**

Space between the roof covering and the ceiling immediately below the roof covering.

**Subfloor Space**

Space between the underside of a suspended floor and the ground.

**Defect Definitions**

The definitions of the terms in the table below apply to the TYPES OF DEFECTS associated with individual items / parts or Inspection areas (fields) of an item:

|  |  |
|--|--|
| <b>Damage</b>  | The fabric of the element has ruptured or is otherwise broken.                                 |
| <b>Distortion, Warping, Twisting</b>                               | An element or elements has been distorted or moved from the intended locations.                |
| <b>Water penetration Damp Related</b>                              | Moisture is present in unintended or unexpected locations.                                     |
| <b>Material Deterioration (Rusting, Rotting, Corrosion, Decay)</b> | An element or component is subject to deterioration of material or materials.                  |
| <b>Operational</b>   | An element or compound does not operate as intended  |
| <b>Installation (including omissions)</b>                          | The element or component is improper or ineffective, inappropriate use, or missing components. |

**1.1 Brief Description of Structure Inspected**

Single storey, timber frame and double brick dwelling house.

Floors – timber stumped, and timber framed with timber floor boards.

Walls – Double Brick and timber frame with fibre cement sheet cladding.

Approximate age of building (Based on Building Surveyors knowledge and experience only) in excess of 50 years.

**EXTERIOR OF THE BUILDING****2.0 ROOF**

| <b>Item</b>      | <b>Condition</b>  | <b>Type of Defect</b>           | <b>Significance of Defect</b>   |
|------------------|-------------------|---------------------------------|---|
| Fixings          | Major Defect      | Material Deterioration          | Potential to lose roof cladding in storm event  |
| Sheeting         | Water Penetration | Material Deterioration          | Potential for electrical safety hazard and ceiling damage.  |
| Ridge Capping's  | Minor defect      | Material Deterioration          | Repainting required   |
| Flashings        | Major defect      | Missing or dislodged components | Structural components no longer protected from water penetration.   |
| Gutters          | Major Defect      | Material Deterioration          | Gutters corroded and not fitted with adequate number of downpipes. Needs total replacement and stormwater to be piped away from the building. |
| Fascia's /Barges | Major Defect      | Material Deterioration          | Timber barge boards are warped rotten and in need of replacement  |
| Paint            | Major Defect      | Material Deterioration          | All paint in poor condition no longer protecting surface it was applied to.   |

**2.1 External Walls**

| Item            | Condition     | Type of Defect         | Significance of Defect  |
|-----------------|---------------|------------------------|---|
| Damp Course     | Good          |                        |   |
| Brick Fretting  | Not Evident   |                        |   |
| Mortar Erosion  | Evident       | Minor Defect           | Of minor significance   |
| Weep Holes      | Not evident   | Major Defect           | If below ground level will provide ease of access to building by termites and have the potential to create damp conditions in brick walls.                              |
| Walls Generally | Safety Hazard | Major Defect           | Walls cracked to the extent that they are highly likely to collapse in a seismic event. Front verandah low brick wall and pillar considered to be structurally unsound. |
| Paint           | Minor defect  | Material Deterioration | Repainting required   |



**2.2 Cladding (External Sheeting and associated external building elements)**

| <b>Item</b>             | <b>Condition</b>       | <b>Type of Defect</b>                  | <b>Significance of Defect</b>   |
|-------------------------|------------------------|--|---|
| Cladding /Wall Sheeting | Damaged                | Hole from pipe and corner edges broken | Safety hazard from asbestos fibres.   |
| Flashings to Walls      | Missing at Corner      | Major Defect                           | Allows water penetration to contact timber frame wall.  |
| Moldings / Cover Strips | Minor Defect           | Installation                           | None fitted to junction of timber framed wall and timber floor to reduce the risk of water ingress and the need for sealants.   |
| Fly Screens             | Minor Defect           | Installation                           | None fitted to window openings  |
| Downpipes               | Minor Defect           | Discharging too close to building      | Contributes to rotting of timber structural members supporting enclosed rear verandah   |
| Rear Door / Wall Frame  | Minor Defect           | Installation                           | Frame appears to be poorly installed with no wall moldings, unpainted cladding and has resulted in sagging of roof above rear door. Floor supports may be subsiding also. |
| Windows Generally       | Major Defect           | Damaged and missing                    | Rear sleepout is not weatherproof. Woodwork around windows require s repair or replacement.   |
| Doors Generally         | Good                   |  |   |
| Paint                   | Material Deterioration | Paint is missing or deteriorated       | Painting required to protect and preserve structural components at the rear of the cladded area.  |



**3.0 THE SITE / YARD**

| <b>Item</b> | <b>Condition</b>  | <b>Type of Defect</b>   | <b>Significance of Defect</b>   |
|-------------|---|---|---|
| Fencing     | Boundary fence of 16/18 Traverse Street is metal sheeting approximately 900mm in height. No fences exist on all other boundaries. | Fences missing.   | Unable to secure site   |
| Hazards     | Safety Hazard   | Long dry grass, waste building material, uneven rear pathway and overgrown rear access ramp. Front concrete stairs no longer serviceable. | The defects on this site promote the harbourage of vermin and insect pests as well as presenting trip hazards and fire hazards. |

**4.0 CRACKING TO BUILDING ELEMENTS**

| <b>Areas of Cracking</b> | <b>Location</b>        | <b>Description of Cracking Effect at Time of Inspection</b> | <b>Significance of Defect</b>  |
|--------------------------|------------------------|---|--|
| Brick Walls              | Generally, throughout. | Structural Defect   | Building unlikely to maintain structural integrity in a seismic event and brick wall and brick pillar at side of concrete verandah may collapse if minor force is applied to these building elements. Building no longer weatherproof. |
| Front Concrete Steps     | Major Defect           | Structural defect   | Requires replacement as concrete is completely split in half.  |



**INTERIOR OF BUILDING**

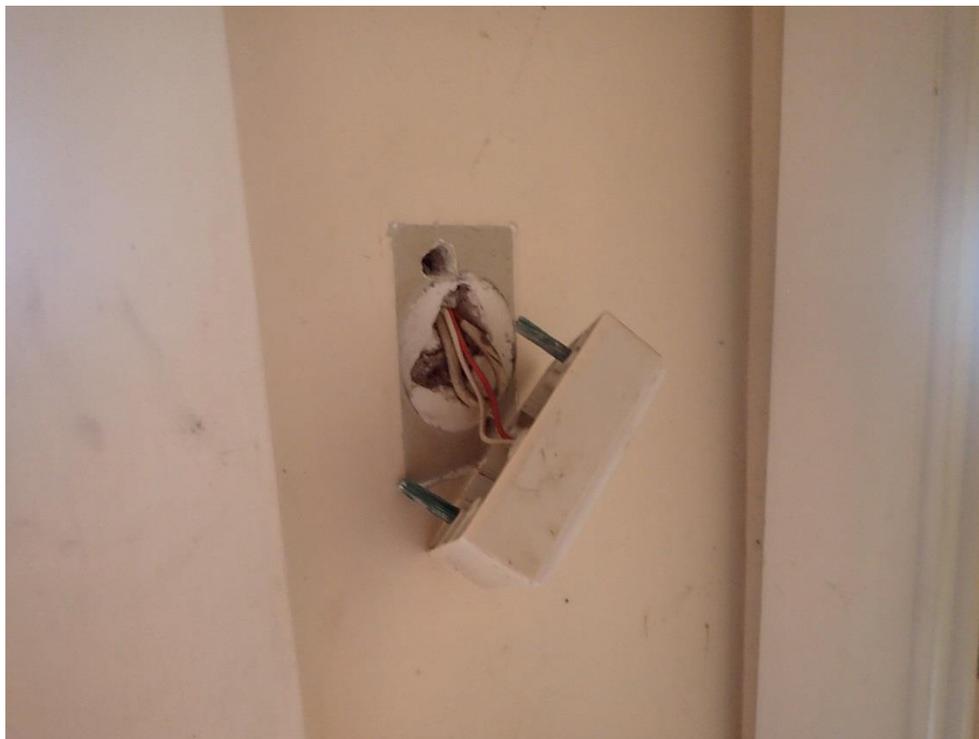
**5.0 Roof Space**

| Item                | Condition   | Type of Defect | Significance of Defect |
|---------------------|---|----------------|------------------------|
| Timber Roof Members | Good  |                |                        |
| Insulation          | None Fitted   |                |                        |
| Sarking             | None Fitted   |                |                        |
| Tie Downs           | Unable to examine due to inability to fully enter roof space. |                |                        |
| Tops of Ceilings    | Good  |                |                        |
| Roof Battens        | Good  |                |                        |



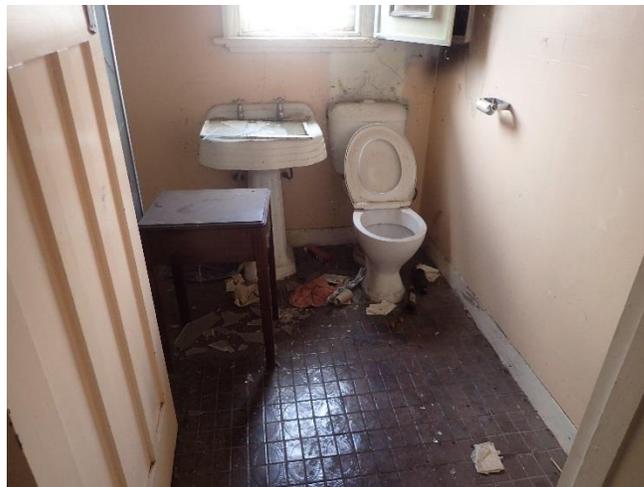
**5.1 Internal Hallway**

| Item              | Condition  | Type of Defect              | Significance of defect  |
|-------------------|--|-----------------------------|---|
| Doors             | Good   |                             |   |
| Walls             | Minor Defect                                       | Damaged Cracked Walls       | Detrimental to structural integrity of walls  |
| Electrical Switch | Major Defect                                       | Safety Hazard               | Electrical switch dislodged from wall allowing access to power supply wires attached to light switch  |
| Ceilings          | Major Defect                                       | Mould affected and sagging. | Mould is detrimental to health of building occupants and sagging ceiling presents possibility of collapse in a high rainfall event due to leaking roof. |
| Floors            | Unable to view timber floor due to floor covering. |                             |   |



**5.2 Main Bathroom / Toilet**

| Item        | Condition     | Type of Defect  | Significance of Defect   |
|-------------|---------------|---|--|
| Doors       | Good          |   |  |
| Walls       | Major Defect  | Cracked adjacent window frame   | Detrimental to structural integrity of window.   |
| Window      | Major Defect  | Window smashed and inoperable.  | Room no longer weather proof and presents broken glass as a safety hazard.                 |
| Ceiling     | Safety Hazard | Mould.  | Detrimental to health of building occupants.   |
| Hand Basin  | Safety Hazard | Cracked ceramic support pedestal, unclean and full of broken glass.               | Hand basin unsafe and unavailable for use.   |
| Shower      | Safety Hazard | Reinforced glass shower screen shattered, missing drain grate, unclean condition. | Safety and health hazards in shower bay and shower screen make shower unavailable for use. |
| Toilet      | Safety Hazard | Toilet bowl unclean and cracked.  | Safety and health hazards associated with toilet bowl make toilet unavailable for use.     |
| Tiled floor | Safety hazard | Broken glass and rubbish litter toilet/bathroom floor.                            | Building occupants unable to enter bathroom / toilet safely.                               |



5.3 Kitchen

| Item      | Condition  | Type of Defect                                   | Significance of Defect   |
|-----------|--|--|--|
| Doors     | Major defect   | Door has impact damage.                          | Door requires total replacement.   |
| Walls     | Major defect   | Cracked.   | Provides harbourage for vermin and insects in kitchen and is a structural problem also.                                    |
| Windows   | Major Defect   | Inoperable and glass smashed.                    | Building no longer weather or pest proof. Safety hazard presented to occupants of building by broken glass.                |
| Ceiling   | Major Defect   | Ceiling is sagging and cracked in several areas. | Replacement of damaged ceiling panels required.  |
| Cupboards | Safety Hazard  | Damage and Material Deterioration                | Broken glass, rubbish and mouse droppings present health and safety hazards to any person attempting to use the cupboards. |
| Floor     | Unable to assess condition of floor due to floor covering. |  |  |



5.4 Laundry

| Item            | Condition    | Type of Defect   | Significance of Defect   |
|-----------------|--------------|--|--|
| Laundry         | Major Defect | Material Deterioration   | Laundry requires major renovations to all components of laundry  |
| Walls           | Major Defect | Junction of framed walls moved from original location, no longer connected. Large crack in brick wall. | Walls no longer weather or vermin proof. Structural concerns with cracked brick wall   |
| Floor           | Major Defect | Material Deterioration   | Unsound timber floor supports, floor no longer at 180 degrees and not impervious to moisture and hole in floor boards.                         |
| Rear Door Frame | Major Defect | Installation /Material Deterioration   | Entire wall frame missing flashing, not weather proof and support stumps appear to be subsiding causing sagging of roof frame above rear door. |



**5.5 Rear Sleepout (Enclosed Verandah)**

| Item    | Condition    | Type of Defect                                  | Significance of Defect  |
|---------|--------------|---|---|
| Door    | Good         |   |   |
| Walls   | Minor Defect | Brick and Fibre Cement clad walls area cracked. | Repairs required to brick wall, if clad wall is asbestos, a health hazard exists.     |
| Windows | Major Defect | Damage  | Louvre windows smashed and missing making building no longer weather proof or secure. |
| Ceiling | Good         |   |   |

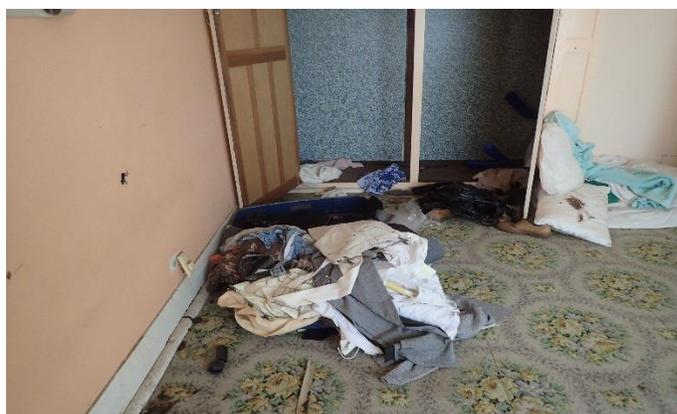
**5.6 Lounge Room**

| Item                     | Condition    | Type of Defect                 | Significance of defect  |
|--------------------------|--------------|--------------------------------|---|
| Door (Lounge, Bedroom 1) | Major Defect | Damage                         | Door requires repair and reinstallation.  |
| Walls                    | Major Defect | Cracked and holed to exterior. | Cracking of walls is of structural significance.                                |
| Ceilings                 | Major Defect | Ceiling cracked and sagging    | Likelihood of partial collapse due to water ingress from leaking roof sheeting. |
| Windows                  | Major Defect | Damage                         | Windows missing and broken, building no longer weatherproof or secure.          |
| Gas Heater               | Major Defect | Damage                         | Dislodged from former fire place.   |
| Timber Floor             | Good         |                                |   |



**5.7 Bedroom 1**

| Item                    | Condition                                    | Type of Defect | Significance of Defect                           |
|-------------------------|--|----------------|--|
| Door (Bedroom 1/Lounge) | Major Defect                                 | Damage         | Door requires repair and reinstallation.         |
| Walls                   | Major Defect                                 | Cracked        | Cracking of walls is of structural significance. |
| Window                  | Good   |                |  |
| Ceiling                 | Major Defect                                 | Safety Hazard  | May collapse without warning.                    |
| Built in Robe           | Good   |                |  |
| Timber floor            | Unable to assess floor due to floor covering |                |  |



**5.8 Bedroom 2**

| Item    | Condition                              | Type of Defect  | Significance of Defect                 |
|---------|--|---|--|
| Door    | Good                                   |   |  |
| Walls   | Major Defect                           | Cracked and appears to be moving away from timber roof frame above wall | Walls may collapse in a seismic event. |
| Window  | Major Defect                           | Damage  | Window smashed requires replacement    |
| Ceiling | Major Defect                           | Safety Hazard   | May collapse without warning           |
| Floor   | Unable to assess due to floor covering |   |  |

A handwritten signature in black ink, appearing to be 'ASL' followed by a flourish.

## 6.0 Health and Safety Hazards

| Item                                     | Condition    | Type of Defect | Significance   |
|--|--------------|----------------|--|
| Residual Current Devices                 | Major Defect | Safety Hazard  | Power Board not fitted with RCDs   |
| Smoke Detectors                          | Major Defect | Safety Hazard  | No Smoke Detectors fitted within House.  |
| Asbestos Cladding                        | Major Defect | Safety Hazard  | Broken asbestos cladding presents airborne fibre hazard.                             |
| Front verandah brick wall and brick pier | Major Defect | Safety Hazard  | No longer structurally sound, may collapse if minimal horizontal pressure is applied |
| Fecal Contamination                      |              | Health Hazard  | Human waste was observed on bedroom wall and pillow.                                 |

### 6.1– Pests

Bees were observed in significant numbers having established a hive between the inner and outer cladding of the rear of the building and in the rear masonry chimney.

A large number of rodent droppings were observed in the kitchen cabinets.

Termite affected timber was observed on the ground external of the rear of the building.

Feral cats were reported as being in proliferation in this residence, however no evidence of this was observed at the time of inspection.

### 7.0 Vandalism

A significant amount of damage and trashing of this residence appears to have been caused by vandals accessing the house through open windows.

### 8.0 Conclusion

This house in its present state of disrepair, neglect, vandalism and the age of the building, it is considered that this house is unfit for human habitation and considering the ongoing negative impact on the amenity of surrounding properties it is concluded that this building should be taken down and removed.

**LABORATORY REPORT**

**Job Number:** 19-00943  
**Revision:** 00  
**Date:** 22 January 2019

**ADDRESS:** **Local Health Authorities Analytical Committee**  
 Edith Cowan University  
 Building 19, 270 Joondalup Drive  
 JOONDALUP WA 6027

**ATTENTION:** Trevor Chapman

**DATE RECEIVED:** 18/01/2019

**YOUR REFERENCE:** Lot 8, 16 Traverse Street, Wagin

**PURCHASE ORDER:** LHACC

**APPROVALS:**

  
 Reagan Neal  
 Approved Identifier

  
 Adam Green  
 Approved Signatory



**SAMPLING COMMENTS:**

This report is issued by Analytical Reference Laboratory (WA) Pty Ltd  
 Samples are analysed on an "as received" basis

**METHOD:**

ASBID                      Qualitative identification of fibre type in bulk samples by Stereo Microscope Examination and Polarised Light Microscopy, including Dispersion Staining, using ARL in-house method ASBID and in accordance with AS4964-2004.

| Sample Number | Sample Description                       | Sample Type | Approx. Sample Weight (g) | Asbestos in Bulk Sample      |
|---------------|--|-------------|---------------------------|------------------------------|
| 19-00943-1    | House - Lot 8, 16 Traverse Street, Wagin | Cement      | 5.7                       | Chrysotile Asbestos Detected |

**REPORT COMMENTS:**



# Building order

Building Act 2011, section 110, 112, 115, 116, 122  
Building Regulations 2012, regulation 4

Reference number

Permit authority  
issuing this order

## 1. Details of the address that is the subject of this building order

Property street  
address (provide lot  
number where street  
number is not  
known)

|             |           |             |               |
|-------------|-----------|-------------|---------------|
| Unit no     | Street no | Level       | Lot no        |
| Street name |           | Street type | Street suffix |
| Suburb      |           | State       | Postcode      |

Local government area (if different  
from permit authority)

## 2. Details of the person/s to whom this building order is directed

A building order must be directed to any one or more of the following persons as is appropriate in the case.

**Person named as  
builder / demolition  
contractor**

|  |
|--|
|  |
|--|

Street address  
(provide lot number  
where street number  
is not known)

|             |           |             |                            |
|-------------|-----------|-------------|----------------------------|
| Unit no     | Street no | Level       | Lot no                     |
| Street name |           | Street type | Street suffix              |
| Suburb      | State     | Postcode    | Country (if not Australia) |

**OR**

PO Box address

|           |       |          |                            |
|-----------|-------|----------|----------------------------|
| PO Box no |       |          |                            |
| Suburb    | State | Postcode | Country (if not Australia) |

Registration details  
(if applicable)

|  |
|--|
| Registration number / licence number / owner-builder approval number |
|--|

Permit number

|  |
|--|
|  |
|--|

**Person who is an owner**

|  |
|--|
|  |
|--|

Street address  
(provide lot number where street number is not known)

|             |           |             |                            |
|-------------|-----------|-------------|----------------------------|
| Unit no     | Street no | Level       | Lot no                     |
| Street name |           | Street type | Street suffix              |
| Suburb      |           | State       | Postcode                   |
|             |           |             | Country (if not Australia) |

**OR**

PO Box address

|           |  |       |                            |
|-----------|--|-------|----------------------------|
| PO Box no |  |       |                            |
| Suburb    |  | State | Postcode                   |
|           |  |       | Country (if not Australia) |

**Person who is an occupier**

|  |
|--|
|  |
|--|

Street address  
(provide lot number where street number is not known)

|             |           |             |                            |
|-------------|-----------|-------------|----------------------------|
| Unit no     | Street no | Level       | Lot no                     |
| Street name |           | Street type | Street suffix              |
| Suburb      |           | State       | Postcode                   |
|             |           |             | Country (if not Australia) |

**OR**

PO Box address

|           |  |       |                            |
|-----------|--|-------|----------------------------|
| PO Box no |  |       |                            |
| Suburb    |  | State | Postcode                   |
|           |  |       | Country (if not Australia) |

**3. Building order details**

This building order is issued under section 110 of the *Building Act 2011* in respect of the following:

Provide details

|  |
|--|
|  |
|--|

In accordance with section 112 of the *Building Act 2011*, the permit authority directs the following:

Provide details and ensure all relevant deadlines and timeframes are included

|  |
|--|
|  |
|--|

In accordance with section 112(3)(c) of the *Building Act 2011*, you are required to notify the permit authority listed on this order, in the manner specified below, when you have done what this building order requires you to do.

Specify the manner by which person must notify the permit authority

|  |
|--|
|  |
|--|

**Under the Building Act 2011:**

There are penalties for non-compliance with this building order (section 115).

Penalty:

- a. A fine of \$50,000 for a first offence.
- b. A fine of \$75,000 for a second offence.
- c. A fine of \$100,000 and imprisonment for 12 months for a third or subsequent offence.

There are penalties for hindering or obstructing a person who is complying, or attempting to comply, with this building order (section 116).

Penalty: A fine of \$10,000.

If you do not comply with this building order within the time stated, or in the case of a building order other than a building order (emergency) apply for a review of the building order under section 122, the permit authority making the building order may cause an authorised person:

- a. to take any action specified in the order; or
- b. to commence or complete any work specified in the order; or
- c. if any specified action was required by the order to cease, to take such steps as are reasonable in the circumstances to cause the action to cease and recover as a debt from you in a court of competent jurisdiction the reasonable costs and expenses incurred in doing so (section 118).

You have the **right of review by applying to the State Administrative Tribunal within 28 days of receiving this building order (section 122)**.

For information on the appeal process, please contact:

**State Administrative Tribunal**

Level 6, 565 Hay Street, Perth 6000 or GPO Box U1991, Perth 6845

Phone: (08) 9219 3111 or 1300 306 017 (cost of a local call)

Fax: (08) 9325 5099

Website: [www.sat.justice.wa.gov.au](http://www.sat.justice.wa.gov.au)

The institution of a proceeding for the review of this building order by the State Administrative Tribunal, other than for a building order (emergency), stays the operation of the order pending the determination of the proceeding.

|   |             |           |             |          |                            |
|---|-------------|-----------|-------------|----------|----------------------------|
| <b>Authorised officer</b>   | Name        |           | Job title   |          |                            |
|   | Signature   |           |             | Date     |                            |
| <b>Permit authority</b>   |             |           |             |          |                            |
| Permit authority street address (provide lot number where street number is not known) | Unit no     | Street no | Level       | Lot no   |                            |
|   | Street name |           | Street type |          | Street suffix              |
|   | Suburb      |           | State       | Postcode | Country (if not Australia) |
| <b>OR</b>   |             |           |             |          |                            |
| Permit authority PO Box address   | PO Box no   |           |             |          |                            |
|   | Suburb      |           | State       | Postcode | Country (if not Australia) |
| Email address   |             |           |             |          |                            |
| Phone/fax   | Phone no    |           | Fax         |          |                            |

**Note:** Cr West declared an interest in the below item

**13.7 ADOPTION – PROPOSED AMENDMENT NO. 6 TO SHIRE OF WAGIN LOCAL PLANNING SCHEME NO.2**

|                         |   |
|-------------------------|---|
| PROPONENT:              | Edge Planning & Property  |
| OWNER:                  | Tajay Nominees Pty Ltd (Landowner)  |
| LOCATION/ADDRESS:       | Lot 1913 No. 3 Ventnor Street, Wagin  |
| AUTHOR OF REPORT:       | Mr Joe Douglas – Consultant Town Planner<br>(Exurban Rural & Regional Planning) |
| SENIOR OFFICER:         | Chief Executive Officer   |
| DATE OF REPORT:         | 21 <sup>st</sup> February 2019  |
| PREVIOUS REPORT(S):     | 16 <sup>th</sup> August 2018  |
| DISCLOSURE OF INTEREST: | Nil   |
| FILE REFERENCE:         | LP.NO.8, A655   |
| ATTACHMENTS:            | Schedule of Submissions and Proponent's<br>Response to Submissions              |

**3961 COUNCIL DECISION**

Moved: Cr. S M Chilcott

Seconded: Cr. D G Reed

That Cr West be allowed to participate in the discussion of this item but leave the meeting before the vote.

Carried 6/0

**SUMMARY**

This report recommends that Council support and adopt without modification Amendment No.6 to the Shire of Wagin Local Planning Scheme No.2.

**BACKGROUND & COMMENT**

In July 2018 the proponent submitted a written request and associated documentation seeking Council's approval to the initiation of Amendment No.6 to the Shire of Wagin Local Planning Scheme No.2 (LPS2) to reclassify Lot 1913 (No.3) Ventnor Street, Wagin from 'Railways' reserve to 'Residential' zone with a density coding of R30 to provide opportunity for the land and existing workforce accommodation buildings thereon (i.e. former railway barracks) to be developed and used for holiday accommodation purposes (i.e. short stay accommodation for visitors and tourists).



*Location & Lot Configuration Plan (Source: Landgate)*

At its Ordinary Meeting held on 21 August 2018 Council formally considered and unanimously resolved to initiate the proposed amendment (Motion No.3831).

The scheme amendment proposal was subsequently referred to the Environmental Protection Authority (EPA) for review in accordance with the specific requirements of section 81 of the *Planning and Development Act 2005*. By correspondence dated 22 October 2018 the EPA advised it considers the proposal is unlikely to have a significant effect on the environment and does not warrant formal assessment under Part IV of the *Environmental Protection Act 1986*.

The EPA also advised as follows:

- i) *Lot 1913 which is proposed to be changed to the 'Residential' zone is located in close proximity to an existing railway line. The proposed 'Residential' zone allows for residential homes and uses that are sensitive to noise emissions from rail transport. There is potential for noise sensitive development to occur on Lot 1913;*
- ii) *The EPA recommends State Planning Policy 5.4 (SPP 5.4) entitled 'Road and Rail Transport Noise and Freight Considerations in Land Use Planning' is applied at future planning stages to ensure any proposed residential land use and rail transport are mutually compatible. This may include a notification on the land's certificate of title in the event that target noise levels for new noise-sensitive developments cannot be met; and*
- iii) *The EPA concludes that the amendment can be managed to meet the EPA's environmental objectives through compliance with SPP 5.4 to minimise the adverse impacts of transportation noise.*

Pursuant to the specific requirements of section 84 of the *Planning and Development Act 2005* and section 47 of the *Planning and Development (Local Planning Schemes) Regulations 2015*, the scheme amendment proposal was then advertised for public comment in excess of the minimum required period of forty two (42) days which included publication of notices in a local newspaper and newsletter (i.e. the Narrogin Observer & Wagin Wool Express), public display of the advertising notice and scheme amendment documentation at the Shire administration centre, correspondence to a number of public authorities and owners of all nearby properties on Ventnor Street considered likely to be affected by the proposed amendment inviting their feedback/comment and publication of the advertising notice and scheme amendment

documentation on the Shire's website.

At the conclusion of public advertising on Friday 21 December 2018 a total of fifteen (15) submissions had been received by the Shire of which seven (7) supported the proposal (some conditionally), seven (7) expressed objection and one (1) raised concerns but didn't express any outright objection. A summary of all submissions received and a recommendation in respect of each is provided in Attachment 1.

The proponent was then given the opportunity to review and respond to the submissions received during public advertising, a copy of which is provided in Attachment 2.

Further assessment of the scheme amendment proposal in the context of the advice received from the EPA, all submissions received during public advertising, the applicant's response to the various concerns raised during the advertising process and all relevant elements of the Shire's current and previous local planning frameworks has led to the following conclusions:

- i) The scheme amendment proposal is well founded and justified in the context of the relevant elements of the State and local planning framework and is likely to be highly beneficial in terms of future tourism opportunities and economic development and growth more generally;
- ii) The subject land is ideally located, suitably serviced and contains a number of buildings and associated improvements that are well suited to the intended purpose subject to compliance with all relevant legislative and regulatory requirements;
- iii) The EPA has confirmed the proposal is unlikely to have a significant effect on the environment and does not warrant formal assessment at this stage of the planning process with further assessment recommended in the context of the specific requirements of State Planning Policy 5.4 (SPP 5.4) during the development application stage of the planning approval process to ensure any proposed residential land use and rail transport are mutually compatible;
- iv) Given the land has been extensively developed and used for short-stay accommodation purposes at varying intensity over many years with no record of any formal complaints regarding railway noise from occupants of the buildings thereon or any other landowners or occupiers in the immediate locality and the fact the proposal is not a new noise sensitive development or likely to result in an intensification of land usage over and above that previously undertaken, Council has discretion to pragmatically consider the extent to which SPP 5.4 should be applied and when;
- v) Having regard for the EPA's advice and the exemptions afforded by SPP 5.4 to existing established noise sensitive land uses in the vicinity of existing railways or roads and/or proposals involving an increase in traffic along an existing railway or road in the absence of any major redevelopment, it is suggested it may be more appropriate to consider and respond to the specific requirements of SPP 5.4 during the development application stage of the planning approval process if the scheme amendment proposal is finally approved by the Minister for Planning. In so doing the landowner will be afforded greater certainty regarding their ability to use the land for the intended purpose and will be incentivised to consider and address the requirements of SPP 5.4;
- vi) The State's decision to sell the land to the private sector without having first changed the land's classification in LPS2 by way of a formal amendment, which is understood to be the typical procedure when disposing of State owned land, has created an expectation that the subject land and buildings thereon could continue to be used for short stay accommodation purposes. It should be noted at the time of sale of the property to the private sector the previous version of LPS2 gave Council considerable discretion to grant development approval for alternative uses on any reserved land in the Scheme Area.

However as a direct consequence of the State's introduction of the *Planning and Development (Local Planning Schemes) Regulations 2015* and a subsequent omnibus amendment to LPS2 to bring it into line with these new regulations, this discretionary power was removed in its entirety with no additional uses listed in Table 1 of LPS2 and therefore permitted on the subject land;

- vii) Without amending LPS2 as proposed the subject land cannot be developed and/or used by the current landowner for the intended purpose and may only be developed and/or used in accordance with the objectives of its current 'Railways' reserve classification in LPS No.2 which effectively limits its use to railway purposes and associated activities only;
- viii) The development and use of any land classified 'Residential' zone for a variety of tourist/holiday accommodation purposes is already contemplated by LPS2 with such uses listed in the Zoning Table as being discretionary in nature meaning Council may approve applications for such development and/or usage if it is satisfied they can be managed appropriately and will not give rise to any serious land use conflicts;
- ix) The various issues of concern raised by the owners and occupiers of existing dwellings on Ventnor Street are considered manageable and will be suitably addressed during the development application stage of the project if the scheme amendment proposal is finally approved by the Minister for Planning;
- x) Whilst there may be a slight increase in traffic volumes arising from the proposed use of the land, it is considered all traffic likely to be generated can be suitably managed as was the case when the land was being used for short-stay accommodation purposes by the State and subsequent privately owned rail freight operators;
- xi) Any future proposed building works are required to be managed to ensure compliance with all relevant legislative and regulatory requirements including those relating to noise, dust and asbestos removal / disposal;
- xii) The proposed use of the land will need to be managed to ensure compliance with the specific requirements of the *Environmental Protection (Noise) Regulations 1997*;
- xiii) Any anti-social or disruptive behaviour arising from the proposed use of the land is a management related matter that will need to be dealt with by the landowner/operator and/or the WA Police Department;
- xiv) The proponent has asserted the property was purchased in good faith from the State with an expectation the existing accommodation buildings thereon could continue to be used for non-railway purposes subject to any necessary approvals. When disposing of the land the State elected not to impose any land use restrictions on the certificate of title or alert prospective purchasers of the potential impacts associated with its proximity to an operational railway corridor. Any decision by the State to now oppose/refuse the scheme amendment proposal has significant potential to trigger a claim for compensation by the current landowner for injurious affection which is considered a highly undesirable and unnecessary outcome when the issues regarding the land's future proposed use could be resolved by the proposed scheme amendment and subsequent scrutiny of a development application seeking approval to legitimise the use; and
- xv) Approval of the scheme amendment proposal will address a land use permissibility anomaly created by the recent omnibus amendment to LPS2 prepared pursuant to the *Planning and Development (Local Planning Schemes) Regulations 2015* and will create more certainty by giving the new landowner an opportunity to secure Council's conditional development approval to allow for the land's productive use for holiday accommodation purposes which is considered highly beneficial and will help ensure the property and associated improvements thereon do not fall into disrepair.

In light of the above conclusions it is recommended Council exercise its discretion and resolve to support and finally adopt without modification Amendment No.6 to the Shire of Wagin Local Planning Scheme No.2 to reclassify Lot 1913 (No.3) Ventnor Street, Wagin from 'Railways' reserve to 'Residential' zone with a density coding of R30 to provide opportunity for the land and buildings thereon to be developed and used for holiday accommodation purposes as proposed.

### STATUTORY ENVIRONMENT

- *Planning and Development Act 2005 (as amended)*
- *Planning and Development (Local Planning Schemes) Regulations 2015*
- *Shire of Wagin Local Planning Scheme No.2*
- *Environmental Protection Act 1986*

### POLICY IMPLICATIONS

- State Planning Policy 1 – *State Planning Framework Policy*
- State Planning Policy 3 – *Urban Growth and Settlement*
- State Planning Policy 3.1 – *Residential Design Codes*
- State Planning Policy 4.1 – *State Industrial Buffer*
- State Planning Policy 5.4 - *Road and Rail Transport Noise and Freight Considerations in Land Use Planning*
- EPA Guidance Statement No.3 – *Separation Distances between Industrial and Sensitive Land Uses*
- Liveable Neighbourhoods
- WAPC Planning Bulletin No.83 – *Planning for Tourism*

### COMMUNITY CONSULTATION

Completed in accordance with the specific requirements of section 84 of the *Planning and Development Act 2005* and section 47 of the *Planning and Development (Local Planning Schemes) Regulations 2015*.

### FINANCIAL IMPLICATIONS

All costs associated with preparation and processing of the scheme amendment proposal will be met by the landowner. It's understood all relevant application fees have now been paid to the Shire.

### STRATEGIC IMPLICATIONS

Amendment No.6 to LPS2 is considered to be consistent with the aims and objectives of the following strategic planning documents:

- *Wheatbelt Regional Planning and Infrastructure Framework (2015)*
- *Wheatbelt Regional Investment Blueprint (2015)*
- *Wheatbelt South Sub-Regional Economic Strategy*
- *Shire of Wagin Strategic Community Plan 2015-2025*
- *Draft Shire of Wagin Strategic Community Plan 2018 – 2028*
- *Wagin Economic Development Strategy*

**VOTING REQUIREMENTS**

Simple majority required.

**Note:** Cr West left the meeting at 8.50 pm

**3962 OFFICERS RECOMMENDATION & COUNCIL DECISION**

Moved: Cr. G R Ball

Seconded: Cr. B L Kilpatrick

That Council resolve to:

1. Note all of the submissions received in respect of Amendment No.6 to the Shire of Wagin Local Planning Scheme No.2 as these relate to the proposed reclassification of Lot 1913 (No.3) Ventnor Street, Wagin from 'Railways' reserve to 'Residential' zone with a density coding of R30;
2. Support and adopt Amendment No.6 to the Shire of Wagin Local Planning Scheme No.2 without modification and advise the Western Australian Planning Commission that no modifications to the scheme amendment proposal are recommended or required to reflect the content of the submissions received during public advertising;
3. Endorse three (3) copies of the documentation prepared in respect of Amendment No.6 by affixing the Shire's common seal and authorising the Shire President and Chief Executive Officer to sign the amendment documentation accordingly; and
4. Authorise the Shire Administration to submit the endorsed documentation prepared in respect of Amendment No.6 to the Western Australian Planning Commission seeking the Hon. Minister for Planning's final approval.

Carried 5/1

**Note:** Cr West returned to the meeting at 8.53 pm

**ATTACHMENT 1 - SCHEDULE OF SUBMISSIONS****PROPOSED AMENDMENT NO.6 – SHIRE OF WAGIN LOCAL PLANNING SCHEME NO.2**

| NO | NAME / ADDRESS   | DESCRIPTION OF AFFECTED PROPERTY  | SUMMARY OF SUBMISSION   | COUNCIL'S RECOMMENDATION   |
|----|--|---|---|--|
| 1. | Public Transport Authority of Western Australia<br>Public Transport Centre<br>West Parade, PERTH WA 6000       | Various lots comprising Crown Reserve 10364 Ventnor Street, Wagin (Railway Reserve) | No objections to the proposed amendment subject to compliance with State Planning Policy 5.4 (SPP 5.4) entitled 'Road and Rail Transport Noise and Freight Considerations in Land Use Planning'.  | That no modifications be made to the scheme amendment proposal in response to the submission received from the Public Transport Authority given the EPA's advice that the proposal is unlikely to have a significant effect on the environment and the local government's ability to consider and respond to the specific requirements of SPP 5.4 during the development application stage of the planning approval process if the scheme amendment proposal is finally approved by the Minister for Planning. |
| 2. | Department of Health<br>PO Box 8172<br>PERTH BUSINESS CENTRE WA 6849   | N/A   | No objection providing the development is required to connect to scheme water, reticulated sewerage and is in accordance with the <i>draft Country Sewerage Policy</i> .  | That no modifications be made to the scheme amendment proposal in response to the submission received from the Department of Health given the existing development on the land is already connected to scheme water and reticulated sewerage and is therefore compliant with the requirements of the <i>draft Country Sewerage Policy</i> .  |
| 3. | Department of Jobs, Tourism, Science & Innovation<br>Level 6, 1 Adelaide Terrace<br>EAST PERTH WA 6004         | N/A   | The Department has reviewed the proposed amendment and is supportive of it going forward.   | That no modifications be made to the scheme amendment proposal in response to the submission received from the Department of Jobs, Tourism, Science & Innovation given its unconditional support.  |
| 4. | Heritage Services Division of the Department of Planning, Lands & Heritage<br>Locked Bag 2506<br>PERTH WA 6001 | N/A   | The proposed amendment has been considered for its potential impact on heritage places within the Scheme area. There is no objection to the proposal.   | That no modifications be made to the scheme amendment proposal in response to the submission received from the Heritage Services Division of the Department of Planning, Lands & Heritage given it has no objection.   |
| 5. | Freight & Logistics Council of Western Australia<br>PO Box 6800<br>EAST PERTH WA 6892                          | Various lots comprising Crown Reserve 10364 Ventnor Street, Wagin (Railway Reserve) | Whilst the FLCWA acknowledge that the site may not currently be required for railway purposes, at this time we object to Amendment 6 on the following grounds:<br>i) It will enable urban encroachment by noise sensitive land uses that have the potential to jeopardise the | That no modifications be made to the scheme amendment proposal in response to the submission received from the Freight & Logistics Council of Western Australia given the EPA's advice that the proposal is  |

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|----|-----------------------------------|---|---|---|
|    |                                   |   | <p>24/7/365 operation of a strategic freight rail corridor that is of critical importance to the Western Australian community, agricultural producers and the State's economy;</p> <p>ii) It fails to identify and address the impact of noise from the operation of the adjoining freight rail line on the subject lot as required by State Planning Policy 5.4;</p> <p>iii) The suitability of the proposed 'Residential' zone has not been demonstrated or informed by an acoustic assessment as required by State Planning Policy 5.4;</p> <p>iv) The suitability of noise sensitive land uses that may be permitted under the proposed 'Residential' zone has not been demonstrated or informed by an acoustic assessment as required by State Planning Policy 5.4;</p> <p>v) The amendment should be informed by an acoustic assessment and provide clear guidance on land use suitability and/or development standards to guide the assessment and determination of applications for subdivision and/or development;</p> <p>vi) In the absence of an acoustic assessment, amending the scheme to a zone that provides for noise sensitive land use and development is inappropriate and inconsistent with State Planning Policy 5.4;</p> <p>vii) In the FLCWA's experience, addressing noise impacts at later stages of the planning process (i.e. post rezoning) results in poor outcomes to the detriment of the protection of urban amenity and freight corridor operations, which is inconsistent with State Planning Policy 5.4; and</p> <p>viii) The R30 density code provides for the lot to be subdivided/developed for six (6) standard lots/dwellings or ten (10) aged and dependent persons lots/dwellings, resulting in a substantial increase in residents that will be exposed to noise from the operation of the freight rail corridor.</p> | <p>unlikely to have a significant effect on the environment and the local government's ability to consider and respond to the specific requirements of SPP 5.4 during the development application stage of the planning approval process if the scheme amendment proposal is finally approved by the Minister for Planning.</p> |
| 6. | Cooperative Bulk Handling Limited | Various lots comprising Crown Reserve 10364 | Given the land is in close proximity to the railway line, CBH is of the view rezoning it will result in the future  | That no modifications be made to the scheme amendment proposal in response to   |

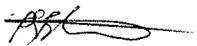
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|----|---|---|--|--|
|    | GPO Box L886<br>PERTH WA 6842                                 | Ventnor Street, Wagin<br>(Railway Reserve)  | encroachment of incompatible land uses on the grain supply chain. CBH notes the proposal does not address the impact of noise from the railway line and that the suitability of the proposed 'R30' residential zoning has not been demonstrated or informed by an acoustic assessment or noise management plan as required by State Planning Policy 5.4. It is critical grain operations and associated transport corridors (road and rail) are not compromised by future planning arrangements. To this end, CBH does not support the proposal to reclassify the land from a 'Railway' reserve to a 'Residential' zoning.   | the submission received from Cooperative Bulk Handling Limited given the EPA's advice that the proposal is unlikely to have a significant effect on the environment and the local government's ability to consider and respond to the specific requirements of SPP 5.4 during the development application stage of the planning approval process if the scheme amendment proposal is finally approved by the Minister for Planning.  |
| 7. | WATCO Companies WA<br>1 Campbell Street<br>WEST PERTH WA 6005 | Various lots comprising Crown Reserve 10364 Ventnor Street, Wagin (Railway Reserve) | WATCO currently has a base for its Great southern zone operations located at the Wagin Railway Station, Ventnor Street, Wagin. The facility operates 24/7/365 and provides a base for WATCO driver exchanges, minor train provisioning and maintenance activities. WATCO's ability to operate without constraints at this location is critical in supporting its key customer CBH Group and its associated grower's bulk grain export freight requirements from the region to Albany Port. The existence of the current rail freight facilities and operations in Wagin provides the opportunity to protect and enhance this freight facility to capitalise on opportunities afforded by the area's accessibility and strategic advantage for the freight and logistics industry. Protecting the operation of freight transport corridors and terminals, maintaining the supply of suitable industrial zoned land and leveraging existing infrastructure are key strategies for Local and State Government to support the growth of industries in the region and capitalise on generated local economic benefits. WATCO is extremely concerned with the impact of the proposed reclassification of the subject land from 'Railways' reserve to 'Residential' zone with a density coding of R30 and the proposed development of holiday accommodation units which is not compatible with existing adjacent land use activities and has the high likelihood of detrimentally impacting these activities and creating adverse effects to the current freight transport system. As such the proposed amendment is strongly | That no modifications be made to the scheme amendment proposal in response to the submission received from WATCO Companies WA given the EPA's advice that the proposal is unlikely to have a significant effect on the environment and the local government's ability to consider and respond to the specific requirements of SPP 5.4 during the development application stage of the planning approval process if the scheme amendment proposal is finally approved by the Minister for Planning. |

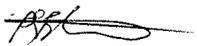
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|----|---|-------------------------------------|---|--|
|    |   |                                     | objected to by WATCO on the basis of incompatible adjacent land use.  |  |
| 8. | Ms Christine Rich<br>18 Ventnor Street<br>WAGIN WA 6315 | Lot 2 (No.18) Ventnor Street, Wagin | <p>i) I'm concerned by the proposed rezoning to 'Residential' and use of the land thereafter for commercial purposes;</p> <p>ii) I object to the likely increase in traffic volumes along Ventnor Street on the grounds of accident potential given that trucks already using that road do not observe the weight or speed limit and would not react in time to avoid vehicles exiting the development on Lot 1913. It is preferred that all access to and from the land be via Padbury Lane on the western side of the land which is a gazetted road; and</p> <p>iii) I'm aware the existing buildings on the land comprise asbestos and presume and expect any renovations to these buildings will need to observe Government health guidelines for asbestos removal.</p> | <p>That no modifications be made to the scheme amendment proposal in response to the submission received from Ms Christine Rich on the following grounds:</p> <p>i) The development and use of any land classified 'Residential' zone for a variety of tourist / holiday accommodation purposes is already contemplated by Local Planning Scheme No.2 with such uses listed in the Zoning Table as being discretionary in nature meaning Council may approve applications for such development and/or usage if it is satisfied they can be managed appropriately and will not give rise to any serious land use conflicts;</p> <p>ii) The Shire has little to no control over the behaviour of vehicle operators using Ventnor Street. Such matters are the responsibility of the WA Police Department. Whilst there may be a slight increase in traffic volumes arising from the proposed use of the land it is considered all traffic can be suitably managed as was the case when the land was being used for short-stay accommodation purposes by the State and subsequent privately owned rail freight operators;</p> <p>iii) Access to the subject land via Padbury Lane is not technically lawful as this road has not been formally dedicated as a public roadway and is still located within and forms part of Crown Reserve 10364 (i.e. the Railway Reserve); and</p> <p>iv) The issues and concerns associated with any potential renovations works involving</p> |



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|-----|---|---------------------------------------|--|--|
|     |   |                                       |  | asbestos removal are not a matter for consideration during the scheme amendment process and are required to be dealt with during the building approval and construction stage of the land development process.   |
| 9.  | Ms Donna Gell<br>7 Ventnor Street<br>WAGIN WA 6315                                    | Lot 1916 (No.7) Ventnor Street, Wagin | I object to the proposed business development of No.3 Ventnor Street, Wagin given it will be conducted on a residential street which has become increasingly busy in terms of traffic and the fact young children are always around.   | That no modifications be made to the scheme amendment proposal in response to the submission received from Ms Donna Gell given any increase in traffic volumes arising from the proposed use of the land is likely to be minor with all traffic capable of be suitably managed without giving rise to safety concerns as was the case when the land was being used for short-stay accommodation purposes by the State and subsequent privately owned rail freight operators.   |
| 10. | Ms Fiona Kirk<br>c/- Country Wide Insurance Brokers<br>PO Box 491<br>NARROGIN WA 6312 | Lot 400 (No.10) Ventnor Street, Wagin | I have no objection to the proposal as I feel Wagin would benefit from additional accommodation facilities going forward. I do however have the following minor concerns that I hope will be addressed at some point during the planning approval process:<br><br>i) It would become a hindrance and annoyance having vehicles utilise our front verges and the street for overflow parking if sufficient on-site parking is not provided on the land;<br><br>ii) Ventnor Street already has a high flow of heavy vehicle traffic with it being a thoroughfare to CBH. Not all trucks abide by the maximum load usage of this road which is a potential safety concern;<br><br>iii) Will the block immediately south of the subject land be developed to either restrict traffic use or alternatively be modified to minimise its usage as a thoroughfare given it's not a gazetted access road but is used regularly by existing private residents causing excessive dust?;<br><br>iv) Given the intended usage of the land, there is | That no modifications be made to the scheme amendment proposal in response to the submission received from Ms Fiona Kirk given her stated support and the fact most of the issues of concern raised are capable of being managed and will be suitably addressed during the development application stage of the planning approval process if the scheme amendment proposal is finally approved by the Minister for Planning. In relation to the concerns regarding heavy vehicle traffic, it should be noted the Shire has little to no control over the behaviour of vehicle operators using Ventnor Street with such matters being the responsibility of the WA Police Department. |



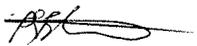
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|-----|---|----------------------------------|---|--|
|     |   |                                  | <p>concern amongst Ventnor Street residents that the accommodation units could become a hub for seasonal workers and possibly cause undue disturbance with early morning traffic, social gatherings of the long-term guests etc.</p>  |  |
| 11. | <p>Ms Carol Drayton<br/>c/- Joe Fanchi Real Estate<br/>PO Box 292<br/>WAGIN WA 6315</p> | <p>Not applicable</p>            | <p>All through my working life I've had the viability and stability of my town at heart and have decided to strongly support the scheme amendment proposal for the following reasons:</p> <ul style="list-style-type: none"> <li>i) It will result in cheaper, affordable rental accommodation for overseas workers employed by three new big businesses in the Wagin locality. These people only work, eat and sleep with the aim being to bring their families to Wagin when they can afford to do so. This results in them purchasing their own homes, spending money in town and more children attending the local schools;</li> <li>ii) This form of accommodation will be a bonus for backpackers on a limited budget. It will again result in more money being spent in town and will encourage other backpackers to visit;</li> <li>iii) Many ageing singles on small pensions who are finding it hard to manage will have a secure place to reside on a short-term basis whilst awaiting for public housing which is currently limited in terms of supply;</li> <li>iv) The proposed accommodation on the land will not be a threat to other existing accommodation providers in Wagin who may object on these terms as it will cater for very different clientele; and</li> <li>v) I cannot see any other use for the land given its current zoning. As such we could be left with another neglected property in our town should a resolution not be reached to change its zoning. It's my understanding No.45 Tudor Street, Wagin was originally used for railway accommodation and is now used for residential purposes. That property always looks neat and tidy and is now an asset to the town.</li> </ul> | <p>That no modifications be made to the scheme amendment proposal in response to the submission received from Ms Carol Drayton given her stated support.</p> |

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|-----|--|-------------------------------------|--|--|
| 12. | Mr Jurgen Brandner<br>c/- jtbrand@wn.com.au                                | Not applicable                      | <p>I support the rezoning proposal for No.3 Ventnor Street, Wagin for the following reasons:</p> <ul style="list-style-type: none"> <li>i) It will clean up the unused and neglected buildings close to the Town CBD</li> <li>ii) It will provide much needed cheap backpacker, worker and short term accommodation;</li> <li>iii) There will be a flow on of extra income for other nearby businesses (i.e. food outlets, laundromat, hotel, hardware etc.);</li> <li>iv) It could open up opportunities for employment to local people (i.e. manager/caretaker, grounds maintenance, laundry, etc.); and</li> <li>v) There are already houses next door and across the road. At the very least rezoning to 'Residential' should be available.</li> </ul>   | That no modifications be made to the scheme amendment proposal in response to the submission received from Mr Jurgen Brandner given his stated support.  |
| 13. | Mr Philip M. Hall & Ms Vivien Lambie<br>14 Ventnor Street<br>WAGIN WA 6315 | Lot 2 (No.14) Ventnor Street, Wagin | <p>We have a few concerns and queries as follows:</p> <ul style="list-style-type: none"> <li>i) Being a railway property its sale should have been listed for tender as we would have liked to be given the opportunity to tender for it;</li> <li>ii) We never saw a 'for sale' sign or any advertising by the real estate agent advising it was for sale by tender;</li> <li>iii) What parking will be available to the property other than the property's east side road (i.e. Ventnor Street)?;</li> <li>iv) Given the noise generated by trains starting up all hours of the night people might not stay long;</li> <li>v) Will the number of lettable rooms tie in with how much parking will be available on the land?;</li> <li>vi) We think the real estate company have let the people of Wagin down.</li> </ul> | <p>That no modifications be made to the scheme amendment proposal in response to the submission received from Mr Philip M. Hall &amp; Ms Vivien Lambie given the following:</p> <ul style="list-style-type: none"> <li>i) The concern regarding the recent sale of the land to the private sector and how that was managed is not a matter considered relevant to the scheme amendment proposal (i.e. it is not a relevant planning consideration);</li> <li>ii) Vehicle parking is a matter that will be considered and addressed in detail during the development application stage of the planning approval process if the scheme amendment proposal is finally approved by the Minister for Planning; and</li> <li>iii) The land has historically been extensively developed and used for short-stay accommodation purposes at varying intensity over many years by the State and subsequent privately owned rail freight</li> </ul> |



**ATTACHMENT 1 - SCHEDULE OF SUBMISSIONS**

**PROPOSED AMENDMENT NO.6 – SHIRE OF WAGIN LOCAL PLANNING SCHEME NO.2**

| NO  | NAME / ADDRESS  | DESCRIPTION OF AFFECTED PROPERTY           | SUMMARY OF SUBMISSION  | COUNCIL'S RECOMMENDATION  |
|-----|---|--|--|---|
|     |   |  |  | <p>operators with no record of any formal complaints regarding railway noise from occupants of the buildings thereon or any other landowners or occupiers in the immediate locality.</p>  |
| 14. | <p>Mrs Valmae Stutley<br/>16 Ventnor Street<br/>WAGIN WA 6315</p> | <p>Lot 1 (No.16) Ventnor Street, Wagin</p> | <p>As a Ventnor Street home owner and resident I object to the proposal due to the following concerns:</p> <ul style="list-style-type: none"> <li>i) Increased amount of traffic in our quiet street;</li> <li>ii) Where customers will park their cars; and</li> <li>iii) The increased noise and disruption it will / may cause the permanent residents of Ventnor Street, especially during harvest time when there's already increased use of the street by large trucks taking grain to the weighbridge.</li> </ul> <p>I bought my house to enjoy the quiet, peacefulness and safety of Ventnor Street.</p> | <p>That no modifications be made to the scheme amendment proposal in response to the submission received from Mrs Valmae Stutley given the following:</p> <ul style="list-style-type: none"> <li>i) Whilst there may be a slight increase in traffic volumes arising from the proposed use of the land, it is considered all traffic generated can be suitably managed as was the case when the land was being used for short-stay accommodation purposes by the State and subsequent privately owned rail freight operators;</li> <li>ii) Vehicle parking is a matter that will be considered and addressed in detail during the development application stage of the planning approval process if the scheme amendment proposal is finally approved by the Minister for Planning;</li> <li>iii) The land has historically been extensively developed and used for short-stay accommodation purposes at varying intensity over many years by the State and subsequent privately owned rail freight operators with no record of any formal complaints from landowners or occupiers in the immediate locality regarding noise;</li> <li>iv) The proposed use of the land will need to be managed to ensure compliance with the specific requirements of the <i>Environmental Protection (Noise) Regulations 1997</i>; and</li> <li>v) Any anti-social or disruptive behaviour</li> </ul> |

**ATTACHMENT 1 - SCHEDULE OF SUBMISSIONS**

**PROPOSED AMENDMENT NO.6 – SHIRE OF WAGIN LOCAL PLANNING SCHEME NO.2**

| NO  | NAME / ADDRESS   | DESCRIPTION OF AFFECTED PROPERTY             | SUMMARY OF SUBMISSION  | COUNCIL'S RECOMMENDATION   |
|-----|--|--|--|--|
|     |  |  |  | <p>arising from the proposed use of the land is a management related matter that will need to be dealt with by the landowner / operator and/or the WA Police Department.</p>   |
| 15. | <p>Ms Jessica Te Ruki &amp; Mr Anthony Hansen<br/>5 Ventnor Street<br/>WAGIN WA 6315</p> | <p>Lot 1917 (No.5) Ventnor Street, Wagin</p> | <p>We are buying the property immediately next door to the railway barracks, have two (2) small children and have lived here since 2007. We are totally against and strongly object to 30 people being allowed to move in and out of the buildings next door for the following reasons:</p> <ul style="list-style-type: none"> <li>i) The buildings are situated so they look directly into our yard and are extremely close to our fence;</li> <li>ii) The traffic on Ventnor Street is already bad enough without 30 extra cars coming and going;</li> <li>iii) The buildings on the land require a lot of work and renovations which will not only be noisy, create dust and be bad for our health, particularly if the neighbors' claims regarding asbestos in the buildings are correct;</li> <li>iv) Wagin already has plenty of accommodation with little need to open up some sort of halfway house in our lovely family oriented street; and</li> <li>v) The Wagin Motel is three (3) houses down from our property and to then have short term stay right next door defeats the purpose of living in a small town when surrounded by strangers. Please don't ruin our quiet street.</li> </ul> | <p>That no modifications be made to the scheme amendment proposal in response to the submission received from Ms Jessica Te Ruki &amp; Mr Anthony Hansen given the following:</p> <ul style="list-style-type: none"> <li>i) The land has historically been extensively developed and used for short-stay accommodation purposes at varying intensity over many years by the State and subsequent privately owned rail freight operators with no record of any formal complaints from landowners or occupiers in the immediate locality regarding loss of privacy, noise, vehicle access and/or parking. Any potential issues / concerns regarding loss of privacy, noise, vehicle access and/or parking will be considered and addressed during the development application stage of the planning approval process if the scheme amendment proposal is finally approved by the Minister for Planning;</li> <li>ii) Whilst there may be a slight increase in traffic volumes arising from the proposed use of the land, it is considered all traffic generated can be suitably managed as was the case when the land was being used for short-stay accommodation purposes by the State and subsequent privately owned rail freight operators;</li> <li>iii) Any future proposed building works are required to be managed to ensure compliance with all relevant legislative</li> </ul> |

**ATTACHMENT 1 - SCHEDULE OF SUBMISSIONS**

**PROPOSED AMENDMENT NO.6 – SHIRE OF WAGIN LOCAL PLANNING SCHEME NO.2**

| NO | NAME / ADDRESS | DESCRIPTION OF AFFECTED PROPERTY | SUMMARY OF SUBMISSION | COUNCIL'S RECOMMENDATION   |
|----|----------------|----------------------------------|-----------------------|--|
|    |                |                                  |                       | <p>and regulatory requirements relating to noise, dust and asbestos removal and disposal;</p> <p>iv) It's not the local government's role to influence free market decisions regarding the provision of short term accommodation unless it's deemed to be in the public interest (i.e. in this case it's not considered to be a relevant planning matter).</p> |





Peter Webster  
Chief Executive Officer  
Shire of Wagin  
ceo@wagin.wa.gov.au

Dear Peter

**Scheme Amendment No. 6 to the Shire of Wagin Local Planning Scheme No. 2 - Lot 1913 on Deposited Plan 37479 (No. 3) Ventnor Street, Wagin**

**1. Introduction**

I refer to recent correspondence and discussions regarding the above.

Thank you for the opportunity to review and comment on the submissions. It is noted that various submissions support the scheme amendment, some submissions raise no objections and other submissions raise objections. No objections were received from State Government departments or servicing agencies.

The purpose of this correspondence is to consider and address the key issues and objections raised in the submissions. Background information is set out in the scheme amendment documentation.

**2. Background**

The site contains established buildings and development that have been on the property for decades. The site was used for housing railway and associated workers for decades, however it became superfluous to State Government requirements. Accordingly, the State Government sold the property to the private sector, with no restrictions on the title relating to land use. It is understood the State Government sold the property to Aurizon Property Pty Ltd (formerly known as Qrn Property Pty Ltd) which in-turn sold the land to Tajay Nominees Pty Ltd (current landowner).

Our client, Tajay Nominees Pty Ltd, acquired the property with a clear expectation that short stay uses that have occurred on the site for decades could continue to occur. Additionally, our client undertook due diligence prior to progressing with a request to formalise the proposed short stay land use through a scheme amendment.

A portion of the northern section of the site is zoned 'Residential' in the *Shire of Wagin Local Planning Scheme No. 6* with a density coding of R30. Most of the site is a 'Railways' reserve. This reflects its former use as a railway barracks. The site is no longer required for railway purposes and is no longer required for its former use as a railway barracks. This is evidenced by the sale of the land from the State Government to the private sector. The Railways reservation is accordingly an anomaly.



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A handwritten signature in black ink, appearing to be 'ASL', is located at the bottom left of the page.

Our client proposes to retain and upgrade the existing buildings and enhance the site. The scheme amendment request simply seeks to address the anomaly that the property is no longer required for railway purposes and proposes that the entire site be zoned 'Residential R30'.

### 3. Compatibility of development with the railway line / freight corridor

It is noted that the main objections relate to the compatibility of the proposed zoning/development and the railway. While recognising the strategic significance of the railway as a freight corridor, the following points are made:

- A) The existing level of improvements on the site, previous land uses, and proposed land uses represent 'legacy' development. Our client's proposal does not intensify the land use from what previously occurred on the site.
- B) *State Planning Policy 5.4 Road and Rail Transport Noise and Freight Considerations in Land Use Planning (SPP 5.4)* and the associated Implementation Guidelines clearly have a focus on 'new' noise-sensitive development. Our client's proposal, to use the existing buildings does not represent a 'new' development or an intensification of the previous use of the site. In any event, SPP 5.4 provides exemptions and the requirement for decision makers to apply a case-by-case assessment as to the extent of the application of the policy. The current proposal, noting the site's previous uses and sale by the State Government, suggest that there is a need to pragmatically consider the extent to which SPP 5.4 is applied.
- C) The Environmental Protection Authority (EPA), in their letter dated 22 October 2018 in assessing Amendment 6, determined the amendment should not be assessed under Part IV Division 3 of the *Environmental Protection Act 1986*. After considering the proposal, site location and the adjoining railway line, the EPA correspondence states 'The EPA concludes that the amendment can be managed to meet the EPA's environmental objectives through compliance with SPP 5.4 to minimise the adverse impacts of transportation noise.' Further the EPA recommended that SPP 5.4 'is applied at future planning stages to ensure any proposed residential land use and rail transport are mutually compatible. This may include a notification on the certificate of title in the event that target noise for new noise-sensitive developments cannot be met.'
- D) A few of the submissions opposing Amendment 6 are premised that the property may again be required for railway purposes and that 'new' development is proposed. For instance, the Freight and Logistics Council of WA (FLCWA) in part state 'Whilst the FLCWA acknowledges that the site may not currently be required for railway purposes, at this time'. The site is clearly not required for railway purposes as evidenced by the sale of the property to the private sector with no restrictions on use.
- E) It is highlighted that before selling the land to the private sector, the State Government should have consulted with the rail freight and agricultural sectors/stakeholders to confirm if the sale of the land to the private sector was cause for any concern. Had they consulted, the land may well have been retained for government purposes. It is entirely reasonable to expect that following the sale of the property to the private sector, that the State Government would have known that rezoning was inevitable.
- F) Section 5.9 of the amendment documentation provides background to minimise impacts associated with the site's location. At the development application stage, our client supports the Shire imposing a development condition requiring a notification to be placed on the certificate of title advising of the potential impact of railway noise. It is highlighted that imposition of a notification on the title is an improvement over the current situation and is an appropriate response to this 'legacy' development.

It is considered unreasonable for the State Government to oppose the future alternative use of the land, for uses consistent with the former short stay uses, given the decision it made to sell the property to the private sector and then to limit land uses to 'Railway' reserve.

### 4. Other issues

It is suggested that other issues raised in the submissions are either not valid planning issues or can be appropriately addressed at the development application and/or building permit stages. For instance:

- parking – the Indicative Site Development Plan shows 17 car parking bays which provides one car bay per unit and a car bay for the caretaker. Further details are outlined in section 5.9 of the amendment documentation;
- traffic impacts – Ventnor Street clearly has capacity to handle traffic from the proposed development. Subject to undergrounding a power pole, there is significant sight distances in both directions from the crossover. The issue of speeding traffic is a police matter and is not a valid planning consideration;
- compatibility with adjoining residential areas – the site was historically used for short term accommodation (see section 5.5 of the amendment documentation);
- economic competition – this is not a planning consideration as set out in the *Planning and Development (Local Planning Schemes) Regulations 2015*; and
- asbestos and building renovations – while not a valid planning consideration, a detailed building inspection report will be undertaken as part of proposed future upgrades to the property. At this stage, our client is not aware that there is asbestos on the property. Any work is required to address legislative and best practice requirements.

## 5. Compensation

It is considered unreasonable for the State Government to oppose the future alternative use of the land given the decision it made to sell it off to the private sector. Should the Minister for Planning not approve the amendment, our client will explore compensation as set out in the *Planning and Development Act 2005*. It is noted that the property is injuriously affected by the planning scheme, the property was purchased in good faith with an expectation that it can be used for non-railway purposes and the State Government did not impose any land use restrictions on the certificate of title.

## 6. Positive outcomes

As outlined in the amendment documentation, approval of Amendment 6 will result in several benefits to Wagin. Some of these were reiterated in the submissions supporting Amendment 6. These include growing the local economy, job creation and upgrading a property that has not seen investment spent on it for many years. It is highlighted that Amendment 6 is consistent with the planning framework including the *Shire of Wagin Strategic Community Plan 2015 – 2025* and the *Wagin Economic Development Strategy*.

## 7. Next steps

Please contact me on 0409107336 or [steve@edgeplanning.com.au](mailto:steve@edgeplanning.com.au) should you have any questions, seek clarification or require additional information.

On behalf of our client, Edge Planning & Property trust the Shire will positively consider Amendment 6 and we look forward to Council's recommendation for approval to the Minister for Planning.

Yours sincerely



Steve Thompson  
**PARTNER**

30 January 2019

**14. ANNOUNCEMENTS OF PRESIDENT AND COUNCILLORS**

## a) Elected Members

Cr Chilcott attended 2 Wheels to Wagin and found it to be an incredibly good event with a very import message around Men's health and suicide awareness and prevention.

Cr West attended the Caravan and Camping Show in Melbourne and took a boxn of the Wagin Tourism Brochures for distribution. Will also be attending the Perth Caravan and Camping Show in late March (20 – 24) 2019.

Cr Blight attended the Australia Day Breakfast and Awards, very well attended by the community, we were fortunate to secure a great Ambassador in Graeme Edwards, the 2016 WA Senior Australian of the Year.

Attended the Sportsground Precinct Redevelopment community meeting and meeting with the consultants on 14 February 2019.

Also, attended the Local Government Forum in Perth 30 of January 2019.

Cr Blight advised WALGA have appointed a new CEO, his name in Nick Sloan, he believes Mr Sloan will be very good for the sector. Cr Blight was on the interviewing selection panel as a State Council Delegate.

Also, attended the Thank a Volunteer Day BBQ 22 February 2019 held at the Wagin Memorial Pool.

## b) Officer's

The Chief Executive Officer advised that Gordon Tester, the Shires Environmental Health Officer and Building Surveyor, has resigned and will be leaving at the end the end of this week Friday 1 of March 2019. Gordon was in the role for the past 2 ½ years. The CEO also advise he is in discussions with another Environmental Health Officer and Building Surveyor to take up the role.

**15. URGENT BUSINESS INTRODUCED BY DECISION OF THE MEETING**

Nil

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

*Under the Local Government Act 1995, Part 5, and Section 5.23, states in part:*

*(2) If a meeting is being held by Council or by a committee referred to in subsection (1)(b), the Council or committee may close to members of the public the meeting, or part of the meeting, if the meeting or the part of the meeting deals with any of the following:*

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

*Where the trade secret or information is held by, or is about, a person other than the local government.*

- (f) a matter that if disclosed, could be reasonably expected to:
  - (i) impair the effectiveness of any lawful method or procedure for preventing, detecting, investigating or dealing with any contravention or possible contravention of the law;*
  - (ii) endanger the security of the local government's property; or*
  - (iii) prejudice the maintenance or enforcement of any lawful measure for protecting public safety;**
- (g) information which is the subject of a direction given under section 23(1a) of the Parliamentary Commissioner Act 1981; and*
- (h) such other matters as may be prescribed.*

**17. CLOSURE**

With no further business to discuss the chairperson closed the meeting at 9.13 pm.

I certify that this copy of the Minutes is a true and correct record of the meeting held on  
26 February 2019

Signed: .....  .....

*Presiding Elected Member*

Date: 26-3-2019 .....