



SHIRE OF WAGIN

ORDINARY MEETING OF COUNCIL

Minutes

22 October 2019

1.	DECLARATION OF OPENING	4
2.	ATTENDANCE, APOLOGIES AND LEAVE OF ABSENCE (PREVIOUSLY APPROVED)	4
3.	RESPONSES TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE.....	4
4.	PUBLIC QUESTION TIME	4
5.	APPLICATION FOR LEAVE OF ABSENCE	4
6.	PUBLIC FORUM (PETITION/DEPUTATIONS/PRESENTATIONS	5
7.	DISCLOSURE OF FINANCIAL AND OTHER INTERESTS	5
8.	CONFIRMATION OF PREVIOUS MEETING MINUTES.....	5
9	STATUS REPORT – SEPTEMBER 2019.....	6
10.	REPORTS FROM COMMITTEES	15
11.	FINANCIAL REPORTS – SEPTEMBER 2019	16
12.	REPORTS OF OFFICERS	54
12.1	WORKS AND SERVICES REPORT – SEPTEMBER 2019.....	54
12.2	ENVIRONMENTAL HEALTH OFFICER / BUILDING SURVEYORS REPORT – SEPTEMBER 2019	57
12.3	DEPUTY CHIEF EXECUTIVE OFFICERS REPORT – SEPTEMBER 2019	59
12.4	CHIEF EXECUTIVE OFFICERS REPORT – SEPTEMBER 2019	66
13.	AGENDA ITEMS	102
13.1	EXTENSION TO CHIEF EXECUTIVE OFFICER’S CONTRACT.....	102
13.2	NEW 4 X 4 UTILITY	104
13.3	RANGER AUTHORISATIONS	107
13.4	HANGARS - WAGIN AIRPORT	109
14.	ANNOUNCEMENTS OF PRESIDENT AND COUNCILLORS.....	111
15.	URGENT BUSINESS INTRODUCED BY DECISION OF THE MEETING	111
16.	CONFIDENTIAL BUSINESS AS PER LOCAL GOVERNMENT ACT s5.23(2)	112
17.	CLOSURE.....	112

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 7.27 pm

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

Present:	Cr Phillip Blight	Shire President
	Cr G R Ball	Deputy Shire President
	Cr B L Kilpatrick	Member
	Cr J P Reed	Member
	Cr L A Lucas	Member
	Cr S M Chilcott	Member
	Cr G K B West	Member
	Cr D G Reed	Member
	Cr W J Longmuir	Member
	Cr B S Hegarty	Member
Staff:	Mr P R Webster	Chief Executive Officer
	Mr A Hicks	Manager of Works
Apologies:	Mr B A Roderick	Deputy Chief Executive Officer
Gallery:	Nil	

3. RESPONSES TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

Nil

4. PUBLIC QUESTION TIME

Nil

5. APPLICATION FOR LEAVE OF ABSENCE

Nil



6. PUBLIC FORUM (PETITION/DEPUTATIONS/PRESENTATIONS)

Nil

7. DISCLOSURE OF FINANCIAL AND OTHER INTERESTS

Cr L A Lucas declared a financial interest in 12.2 – Environmental Health Officers Report Building permit # 99757

Cr G R Ball declared a proximity interest in item 13.4 – Hangars - Wagin Airport

8. CONFIRMATION OF PREVIOUS MEETING MINUTES

4127 COUNCIL DECISION

Moved: Cr. B L Kilpatrick

Seconded: Cr. S M Chilcott

That the Minutes of the Ordinary Council Meeting of 24th September 2019 be confirmed as true and accurate.

Carried 10/0

4128 COUNCIL DECISION

Moved: Cr. S M Chilcott

Seconded: Cr. G R Ball

That the Minutes of the Special Meeting of Council of 5th October 2019 be confirmed as true and accurate.

Carried 10/0

9 STATUS REPORT – SEPTEMBER 2019

Date	Resolution #	Officer	Description	Action	Status	Questions & Comments
			FINANCE & ADMINISTRATION			
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.	Contacted June 2019, awaiting finalisation of the SW Native Title Settlement
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		Completed recoups submitted. Revised estimate submitted. Slow Progress
23 May 2017 17 April 2018	3279 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. That Council negotiate the purchase of lot 31 Tudhoe Street		Copy of proposed lease sent – no response as at 7/10/2019. Owner advised he doesn't wish to sell at this time.
17 July 2018	3775	CEO	Recoating of Shire Administration Roof	That Council seek quotes to spray seal the Shire Administration Roof.		Quote being sort. Need to start again



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
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 Still being considered by the Zone – On the August 2019 Meeting Agenda
26 February 2019	3959	CEO/MF	Standpipe Controller – Recreation ground, Wagin	That Council consider in the 2019/2020 budget the purchase and installation of a swipe card system at the Recreation Ground and that manifolds be installed on the concrete tanks at Bullock Hills & Lime Lake Roads.		Budget 2019/2020 Order placed
28 May 2019	4017	DCEO	2019/2020 Shire Budget items for consideration for the Sportsground / Recreation Centre	That Council consider in the 2019/2020 budget to replace the tub chairs and lounges in the Recreation Centre Members Lounge area		Completed
25 June 2019	4045	Shire President	CEO Recruitment	That Council acknowledge receipt by all Councillors from Fitz Gerald Strategies and approve the contents of the documents and the advertising range as recommended by Fitz Gerald Strategies. Council authorise the Shire President, Deputy and Mr FitzGerald to undertake the shortlisting of applicants for interview once applications close the first week of October 2019.		Ongoing

25 June 2019	4047	DCEO	Anthony Robert Norris T/A Wagin Dental – Extension of lease	That Council sign, stamp and execute the new lease extension agreement with Anthony Robert Norris trading as Wagin Dental Centre 11 Tavistock Street, Wagin for a period of four years to expire on the 30 of April 2022		In Progress
25 June 2019	4049	DCEO	Larina Jayne Piesse 79 Tudor Street, Wagin	That Council sign, stamp and execute the new lease extension agreement with Larina Jayne Piesse 79 Tudor Street, Wagin for a period of four years to expire on the 28 February 2022		In Progress
2 Sept 2019	4093	ACEO	Submission – to the Select Committee into Local Government	That Council review the Submission as presented, amend as necessary and forward to the Select Committee into Local Government		
24 Sept 2019	4102	MOW	Tender for Supply of Bitumen	That Council accept the tender from Bitutek to supply and lay bitumen at a cost of \$319,935.00 inc GST for the 2019/2020 financial year		Bitutek advised
24 Sept 2019	4103	MOW	Tender for Supply of 2 way tipping truck	That Council accept the tender from Albany City Motors for an 11 metre 2019 Isuzu Fvz260-300 MWB automatic 2 way tipping truck for a change over of \$144,819.67 including a 3 year warranty		ordered
24 Sept 2019	4104	MOW	Quote for new 4 x 2 Utility	That Council accept the quote from Narrogin Toyota for an automatic Toyota Hilux Workmate for a change over of \$18,894.26 including a 5-year warranty		ordered
24 Sept 2019	4105	MOW	Quote for New Ride on Mower	That Council accept the quote from Boya Equipment for the		ordered

				purchase of a diesel Kubota Ride on Lawn Mower at a cost of \$24,979.54 including a 4 year warranty		
24 Sept 2019	4106	MOW	Quote for side by side vehicle	That Council accept the quote from Boya Equipment for the purchase of a Kubota side by side vehicle including a separate tank at a cost of \$22,325.46 including a 2 year warranty and spray tank		ordered
24 Sept 2019	4107	MOW	Quote for roadside mulching	That Council accept the quote from A G Brookes Excavation for 34 kilometres of roadside mulching for the amount of \$74,800 ex gst.		In progress
24 Sept 2019	4108	MOW	Tenders – sale of surplus items / Work depot	That Council call for tenders for the sale of surplus items at the Works Depot		To be advertised
24 Sept 2019	4109	MOW	Mulcher	That Council’s stump grinder allocation be put to purchasing a 3 point linkage chipper / mulcher 2019/2020		As time permits
24 Sept 2019	4111	DCEO/DG	Wetlands Playground Development	That the Wetlands Park Development Business Case / Project Brief be endorsed, and a quotation be sought to engage a Landscape Architect to develop a design plan		In progress
24 Sept 2019	4119	CEO	Extra Ordinary Election 2020	That Council conduct an Extraordinary Election to fill 1 vacancy on the 17 of January 2020		To be held 17 January 2020
24 Sept 2019	4120	DCEO	Christmas Closure and Office hours over the Christmas New Year 2019/2020	That Council approve the Shire office closure dates for 2019 / 2020 Christmas New Year period Closed from December 25 reopening January 2		Staff Advised. In progress

24 Sept 2019	4121	CEO	Partnering Agreement for the provision of mutual aid for recovery during emergencies MOU	That Council endorses the Local Government MOU to promote co – operation between the Central Country Zone of local governments in emergency events		
24 Sept 2019	4122	CEO	Wheatbelt Secondary Freight Network Program – Formalisation of Commitment	That Council formalises its commitment to the Wheatbelt Secondary Freight Network Program. Receive the WSFN Program documents: Program Governance Plan, Program Delivery Plan and Multi Criteria Analysis Methodology and endorse the process and procedures outlined in the Governance Plan		
24 Sept 2019	4123	CEO	Endorsement of Waste Local Law – 4WDL VROC Collaboration	That Council endorse commencing the process of introducing a Waste Local Law and that a collaborative approach between the 4WDL VROC Local Governments taken with The Shire of Williams facilitating the process		
24 Sept	4124	CEO	Unauthorised Clearing of Native Vegetation – Robinson Road	That the unauthorised clearing of the roadside reserve on Robinson Road be reported to the Department of Water and Environmental Regulation.		Reported to DWER

			HEALTH, BUILDING & PLANNING			
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
26 Apr 2016 22 Nov 2016	2980 3154	CEO	Cemetery – Entrance Shelter	Asset Management Committee Meeting 3 March 2016 That the drawing design by Darren Smith be approved for the shelter at the Wagin Cemetery. That Council accept the design by Slavin Architects		Brick work to start October 2019
20 November 2018	3928 3973	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		Phase 1 in progress, and report to be presented to Council Phase 1 report completed, presentation to Council 27/06/2019.

26 March 2019				That Council give approval for CCS Strategic and ADC Projects to undertake the Wagin Sportsground and Recreation Precinct Plan Stage 2 – Feasibility Study		Phase 2 in progress Presentation scheduled for 31/10/2019
25 June 2019	4043	PEHO	Lot 8, 16 Traverse Street, Wagin	That Council give the owner of Lot 8 16 Traverse Street written notice of the proposed demolition order, advise owner has 30 days from the receipt of the notice to make submissions, if no submissions are received and after a further 60 days no formal offer to purchase the property has been received, Council authorises staff to issue a demolition order to the owner to take down and remove the brick, fibre cement walled and metal roofed house on lot 8, 16 Traverse Street, Wagin.		Letter sent
2 Sept 2019	4094	ACEO/CD	Wagin Vintage Caravan Museum (proposed)	That Council give in principle support to the establishment of the Wagin Vintage Caravan Museum and that Council support the use of the Exhibition shed in November 2019 to accommodate the display of vintage caravans at the same time as this years Albany Caravan Show		
2 Sept 2019	4096	Town Planner	Land Tenure options for new telecommunications infrastructure (mobile phone base station)	That Council request the Land Division – DPLH to arrange transfer of Shire of Wagin’s interest in lot 331 to the State for re-vesting back into Crown		

				Estate, with the majority of the balance of the portion of lot 331 as Crown reserve with a management order issued in favour of the Shire of Wagin for showground and recreational purposes, and to lease portion directly to Telstra to enable Telstra Corp to construct a new mobile phone base station on portion of lot 331 Ballagin Street in accordance with conditions of development approval 21 August 2018		
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			WORKS & SERVICES			
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 19/20 Grant of \$10,000 received
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		Engineer contacted.
25 June 2019	4032	MOW	Townsite Intersections Ballagin / Trench Streets and Ballagin / Sirdar Streets	That Council sandbag these intersections to gauge the effectiveness of the new intersection designs		Ballagin and Trench Street intersection has been sandbagged.
24 Sept 2019	4101			Proceed with the kerbing alterations on Trent / Trench intersection as per Rod Munns (engineers) specifications		Waiting for contractor to install kerbing
2 Sept 2019	4095	CEO/MOW	Drainage through salt affected areas – Dongolocking and Robinson Roads	That Council approve the proposal by Mr A Rowell subject to conditions and that the Shire contribute 50 % up to a limit of \$6,000 towards the cost of the culvert pipes.		Proposal with the Department of Agriculture
24 Sept 2019	4109	MOW	Town Entrances	That Council investigate tidying the entrances to town by contacting Main Roads to carry out the tidy up of road verges.		

10. REPORTS FROM COMMITTEES

Nil Reports



11. FINANCIAL REPORTS – SEPTEMBER 2019

PROPONENT:	Deputy Chief Executive Officer
OWNER:	Shire of Wagin
LOCATION/ADDRESS:	Shire of Wagin
AUTHOR OF REPORT:	Deputy Chief Executive Officer
SENIOR OFFICER:	Chief Executive Officer
DATE OF REPORT:	17 th October 2019
PREVIOUS REPORT(S):	21 st September 2019
DISCLOSURE OF INTEREST:	N/A
FILE REFERENCE:	N/A
ATTACHMENTS:	Monthly Financial Reports and Payments List

BRIEF SUMMARY:

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

BACKGROUND:

The financial statements for September 2019 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

4129 OFFICERS RECOMMENDATION & COUNCIL DECISION

Moved: Cr. G R Ball

Seconded: Cr. L A Lucas

That Council adopts the Financial Reports for the period ending 30 September 2019 as presented.

Carried 10/0

4130 OFFICERS RECOMMENDATION & COUNCIL DECISION

Moved: Cr. B L Kilpatrick

Seconded: Cr. S M Chilcott

That EFT Payments EFT8687 – EFT8690, EFT8699 – EFT8738, EFT 8742 – EFT8750, EFT 8761 – EFT 8788, Cheque Payments 5225 – 5241 and Direct Debit Payments from the Municipal Account totalling \$295,159.47 and EFT Payments EFT8691 – EFT8698, EFT8739 – EFT8741 and EFT8751 – EFT8760 and Cheque Payments 2513 – 2516 from the Trust Account totalling \$995 for the month of September 2019 be endorsed and accepted for payment.

Carried 10/0

SHIRE OF WAGIN
MONTHLY FINANCIAL REPORT
(Containing the Statement of Financial Activity)
For the Period Ended 30 September 2019

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

TABLE OF CONTENTS

Monthly Summary Information	
Statement of Financial Activity by Program	
Statement of Financial Activity by Nature or Type	
Note 1	Net Current Assets
Note 2	Explanation of Material Variances
Note 3	Cash and Investments
Note 4	Receivables
Note 5	Rate Revenue
Note 6	Disposal of Assets
Note 7	Capital Acquisitions
Note 8	Borrowings
Note 9	Reserves
Note 10	Grants and Contributions
Note 11	Trust Fund



**MONTHLY FINANCIAL REPORT
FOR THE PERIOD ENDED 30 SEPTEMBER 2019**

KEY INFORMATION

Items of Significance

The material variance adopted by the Shire of Wagin for the 2019/20 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 2019/20 financial year.

	% Completed	Annual Budget	YTD Actual
Capital Expenditure			
Land	0%	40,000	0
Buildings	0%	25,000	0
Plant & Equipment	0%	344,000	0
Furniture & Equipment	16%	126,700	20,766
Infrastructure - Roads	5%	1,746,917	88,684
Footpaths	33%	131,000	42,938
Infrastructure - Other	7%	330,000	22,409
Grants, Subsidies and Contributions			
Operating Grants, Subsidies and Contributions	31%	1,198,380	368,434
Non-operating Grants, Subsidies and Contributions	15%	1,143,257	171,042
Rates Levied	100%	2,356,259	2,351,716

% Compares current ytd actuals to annual budget

Financial Position	* Note	This Time Last Year 30 Sep 2018	Year to Date Actual 30 Sep 2019
Adjusted Net Current Assets	95%	\$ 3,592,952	\$ 3,395,707
Cash and Equivalent - Unrestricted	385%	\$ 619,409	\$ 2,382,299
Cash and Equivalent - Restricted	117%	\$ 1,177,376	\$ 1,380,038
Receivables - Rates	29%	\$ 2,566,746	\$ 731,745
Receivables - Other	56%	\$ 675,708	\$ 378,525
Payables	43%	\$ 246,453	\$ 106,768

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

**MONTHLY FINANCIAL REPORT
FOR THE PERIOD ENDED 30 SEPTEMBER 2019**

INFORMATION

PREPARATION TIMING AND REVIEW

Date prepared: All known transactions up to 16 June 2019
Prepared by: Accountant
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 11.

SIGNIFICANT ACCOUNTING POLICES

GOODS AND SERVICES TAX

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

CRITICAL ACCOUNTING ESTIMATES

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

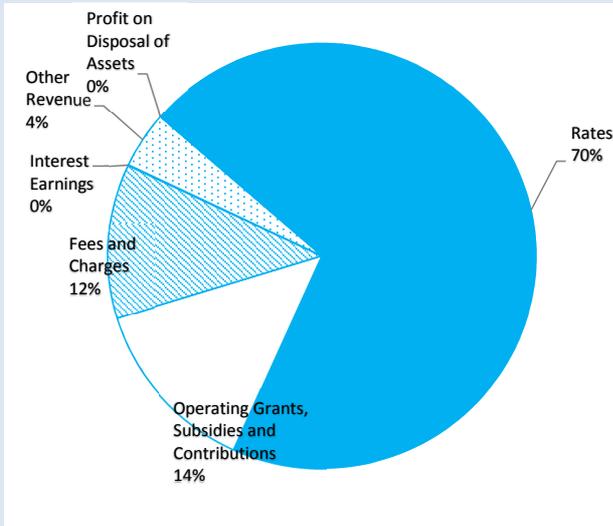
ROUNDING OFF FIGURES

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

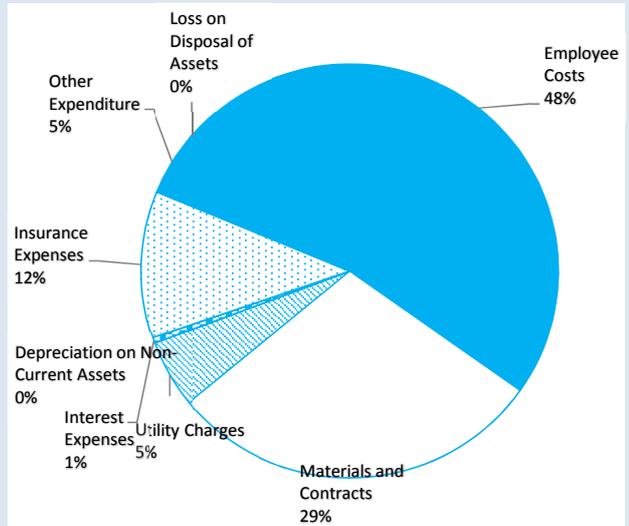
**MONTHLY FINANCIAL REPORT
FOR THE PERIOD ENDED 30 SEPTEMBER 2019**

SUMMARY GRAPHS

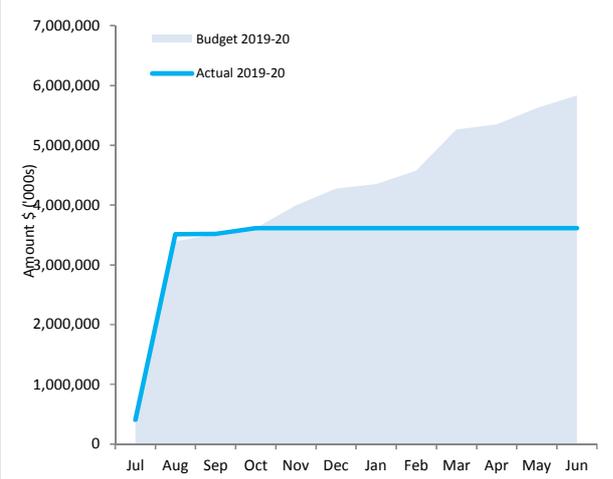
OPERATING REVENUE



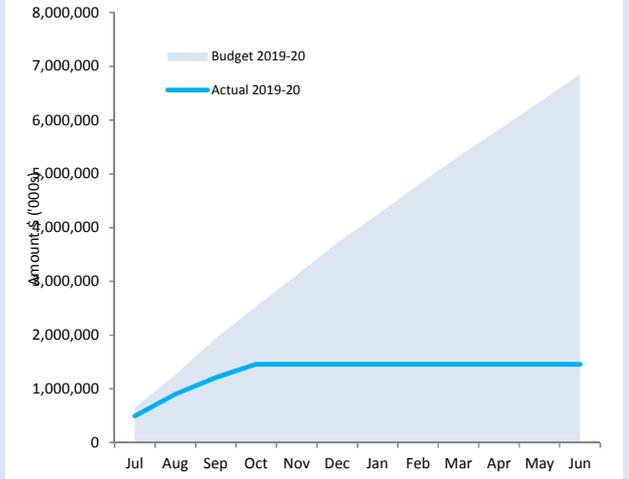
OPERATING EXPENSES



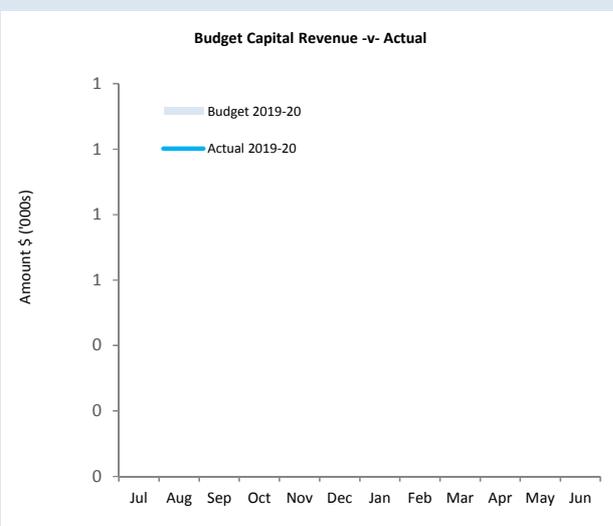
Budget Operating Revenues -v- Actual



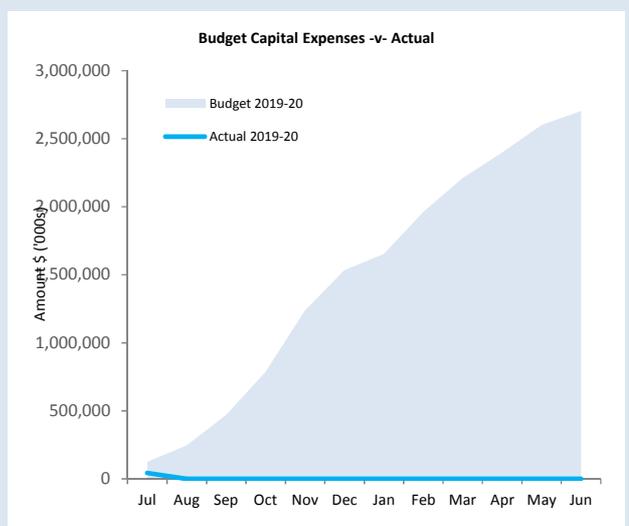
Budget Operating Expenses -v- YTD Actual



CAPITAL REVENUE



CAPITAL EXPENSES



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

**KEY TERMS AND DESCRIPTIONS
FOR THE PERIOD ENDED 30 SEPTEMBER 2019**

STATUTORY REPORTING PROGRAMS

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

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

**STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 SEPTEMBER 2019**

STATUTORY REPORTING PROGRAMS

	Ref Note	Annual Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var.
		\$	\$	\$	\$	
Opening Funding Surplus(Deficit)	1(b)	1,279,164	1,279,164	1,279,190		26
Revenue from operating activities						
Governance		9,000	4,250	13,331		9,081
General Purpose Funding - Rates	5	2,356,259	2,352,192	2,351,717		(475)
General Purpose Funding - Other		905,632	303,224	306,204		2,980
Law, Order and Public Safety		139,604	13,844	6,827		(7,017)
Health		56,054	13,539	14,520		981
Education and Welfare		363,444	96,076	83,912		(12,164)
Community Amenities		364,300	320,177	319,309		(868)
Recreation and Culture		95,045	49,241	55,228		5,987
Transport		179,533	135,243	134,637		(606)
Economic Services		114,700	24,026	36,066		12,040
Other Property and Services		109,077	26,540	21,814		(4,726)
		4,692,648	3,338,352	3,343,566		
Expenditure from operating activities						
Governance		(424,096)	(210,729)	(135,349)		75,380 ▲
General Purpose Funding		(387,650)	(94,141)	(97,511)		(3,370)
Law, Order and Public Safety		(272,457)	(82,737)	(72,032)		10,705
Health		(250,661)	(64,565)	(40,009)		24,556 ▲
Education and Welfare		(474,205)	(136,966)	(112,468)		24,498 ▲
Community Amenities		(583,384)	(145,100)	(130,428)		14,672
Recreation and Culture		(1,307,420)	(312,864)	(165,104)		147,760 ▲
Transport		(2,493,023)	(658,362)	(232,075)		426,287 ▲
Economic Services		(269,054)	(90,372)	(89,276)		1,096
Other Property and Services		(391,074)	(143,453)	(132,897)		10,556
		(6,853,024)	(1,939,289)	(1,207,151)		
Operating activities excluded from budget						
Add Back Depreciation		2,464,660	616,167	0		(616,167) ▼
Adjust (Profit)/Loss on Asset Disposal	6	(200)	300	0		(300)
Adjust Provisions and Accruals		0	0	(9,834)		(9,834)
Amount attributable to operating activities		304,084	2,015,530	2,126,582		
Investing Activities						
Non-operating Grants, Subsidies and Contributions	10	1,143,257	173,992	171,042		(2,950)
Proceeds from Disposal of Assets	6	77,000	0	0		0
Capital Acquisitions	7	(2,743,617)	(461,000)	(174,797)		286,203 ▲
Amount attributable to investing activities		(1,523,360)	(287,008)	(3,755)		
Financing Activities						
Self-Supporting Loan Principal		18,758	0	0		0
Transfer from Reserves	9	230,000	0	0		0
Repayment of Debentures	8	(64,099)	(6,309)	(6,309)		0
Transfer to Reserves	9	(244,547)	0	0		0
Amount attributable to financing activities		(59,888)	(6,309)	(6,309)		
Closing Funding Surplus(Deficit)	1(b)	(0)	3,001,377	3,395,707		

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 2019/20 financial year is \$20,000.

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

**KEY TERMS AND DESCRIPTIONS
FOR THE PERIOD ENDED 30 SEPTEMBER 2019**

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 30 SEPTEMBER 2019**

BY NATURE OR TYPE

	Ref Note	Annual Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var.
		\$	\$	\$	\$	
Opening Funding Surplus (Deficit)	1(b)	1,279,164	1,279,164	1,279,190	26	
Revenue from operating activities						
Rates	5	2,356,259	2,352,192	2,351,716	(476)	
Operating Grants, Subsidies and Contributions	10	1,333,086	394,974	452,600	57,625	▲
Fees and Charges		726,990	399,876	391,936	(7,940)	
Interest Earnings		58,247	6,000	2,126	(3,874)	
Other Revenue		212,066	180,810	145,185	(35,625)	▼
Profit on Disposal of Assets	6	6,000	4,500	0		
		4,692,648	3,338,352	3,343,563		
Expenditure from operating activities						
Employee Costs		(2,419,203)	(595,096)	(583,997)	11,099	
Materials and Contracts		(1,240,790)	(424,436)	(353,358)	71,078	▲
Utility Charges		(326,824)	(82,110)	(63,596)	18,514	
Depreciation on Non-Current Assets		(2,464,660)	(616,167)	0	616,167	▲
Interest Expenses		(34,694)	(5,425)	(5,424)	1	
Insurance Expenses		(194,263)	(153,308)	(138,646)	14,662	
Other Expenditure		(166,790)	(57,947)	(62,128)	(4,181)	
Loss on Disposal of Assets	6	(5,800)	(4,800)	0		
		(6,853,024)	(1,939,289)	(1,207,149)		
Operating activities excluded from budget						
Add back Depreciation		2,464,660	616,167	0	(616,167)	▼
Adjust (Profit)/Loss on Asset Disposal	6	(200)	300	0	(300)	
Adjust Provisions and Accruals		0	0	(9,834)	(9,834)	
Amount attributable to operating activities		304,084	2,015,530	2,126,580		
Investing activities						
Non-operating grants, subsidies and contributions	10	1,143,257	173,992	171,042	(2,950)	
Proceeds from Disposal of Assets	6	77,000	0	0	0	
Capital acquisitions	7	(2,743,617)	(461,000)	(174,797)	286,203	▲
Amount attributable to investing activities		(1,523,360)	(287,008)	(3,755)		
Financing Activities						
Self-Supporting Loan Principal		18,758	0	0	0	
Transfer from Reserves	9	230,000	0	0	0	
Repayment of Debentures	8	(64,099)	(6,309)	(6,309)	0	
Transfer to Reserves	9	(244,547)	0	0	0	
Amount attributable to financing activities		(59,888)	(6,309)	(6,309)		
Closing Funding Surplus (Deficit)	1(b)	(0)	3,001,377	3,395,707		

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 30 SEPTEMBER 2019**

**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 30 SEPTEMBER 2019**

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

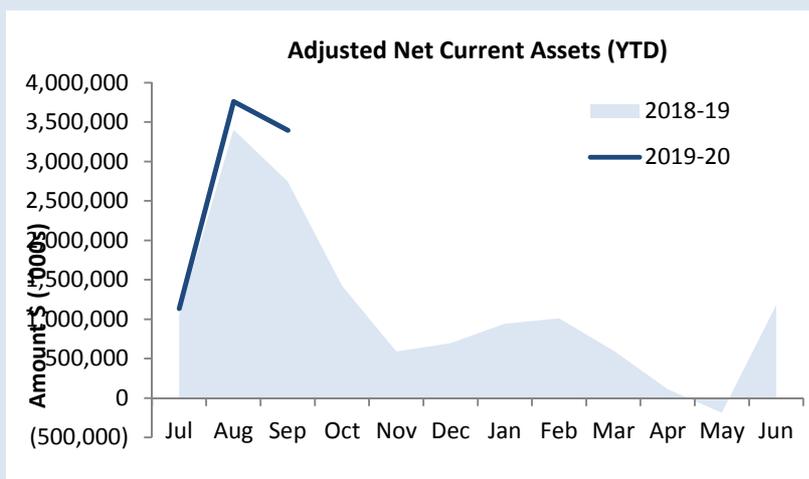
Adjusted Net Current Assets	Ref Note	Last Years Closing 30 June 2019	This Time Last Year 30 Sep 2018	Year to Date Actual 30 Sep 2019
		\$	\$	\$
Current Assets				
Cash Unrestricted	3	382,597	619,409	2,382,299
Cash Restricted	3	1,380,038	1,177,376	1,380,038
Receivables - Rates	4	62,361	2,566,746	731,745
Receivables - Other	4	1,027,869	675,708	378,525
Loans receivable		18,758	18,201	18,758
Inventories		46,978	40,543	46,978
		2,918,601	5,097,983	4,938,343
Less: Current Liabilities				
Payables		(203,543)	(246,453)	(106,768)
Regional Refuse Group Accrued Funds		(37,071)	(63,001)	(37,071)
Provisions - Loans, Annual & Long Service Leave		(371,395)	(385,125)	(365,086)
		(612,010)	(694,579)	(508,926)
Unadjusted Net Current Assets		2,306,591	4,403,404	4,429,417
Adjustments and exclusions permitted by FM Reg 32				
Less: Cash reserves	3	(1,380,038)	(1,177,376)	(1,380,038)
Less: Loans receivable		(18,758)	(18,201)	(18,758)
Add: Provisions - Loans, Annual & Long Service Leave		371,395	385,125	365,086
Adjusted Net Current Assets		1,279,190	3,592,952	3,395,707

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)
\$3.4 M**

**Last Year YTD
Surplus(Deficit)
\$3.59 M**

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 SEPTEMBER 2019**

**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 2019/20 financial year is \$20,000.

Reporting Program	Var. \$	Var.	Timing/ Permanent	Explanation of Variance
Revenue from operating activities	\$			
Expenditure from operating activities				
Governance	75,380	▲	Timing	Depreciation has not been allocated as yet & Computer Support costs to be expended
Health	24,556	▲	Timing	IPN Invoice has not been received to date
Education and Welfare	24,498	▲	Timing	HACC Depreciation, loss on sale of asset and CACP Expenses
Recreation and Culture	147,760	▲	Timing	Depreciation has not been allocated as yet
Transport	426,287	▲	Timing	Depreciation has not been allocated as yet
Investing Activities				
Capital Acquisitions	286,203	▲	Timing	Capital Road Works and Plant Purchases not in accordance with month budgeted to expend

KEY INFORMATION



**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 SEPTEMBER 2019**

**OPERATING ACTIVITIES
NOTE 3
CASH AND INVESTMENTS**

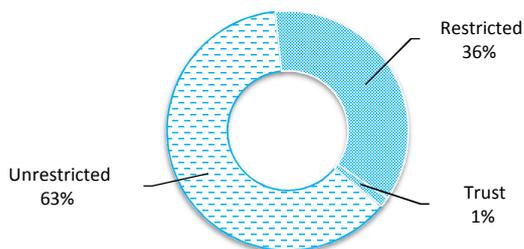
Cash and Investments	Unrestricted	Restricted	Trust	Total YTD Actual	Institution	Interest Rate	Maturity Date
	\$	\$	\$	\$			
Cash on Hand							
Petty Cash and Floats	1,350			1,350	N/A	Nil	On Hand
At Call Deposits							
Municipal Fund	2,227,372			2,227,372	NAB	Nil	At Call
Overnight Cash Deposit Facility	153,535			153,535	Treasury	1.20%	At Call
Municipal Cash Maximiser	42			42	NAB	0.40%	At Call
Trust Fund			50,127	50,127	NAB	Nil	At Call
Term Deposits							
Municipal Investment - Term Deposit		1,380,038		1,380,038	NAB	2.40%	28-Jun-20
Total	2,382,299	1,380,038	50,127	3,812,464			

SIGNIFICANT ACCOUNTING POLICIES

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

KEY INFORMATION

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



Total Cash

\$3.81 M

Unrestricted

\$2.38 M

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 SEPTEMBER 2019**

**OPERATING ACTIVITIES
NOTE 4
RECEIVABLES**

Rates Receivable	30 June 2019	30 September 2019
	\$	\$
Opening Arrears Previous Years	67,044	62,361
Levied this year	2,469,127	2,593,776
Less Collections to date	(2,473,810)	(1,924,391)
Equals Current Outstanding	62,361	731,745
Net Rates Collectable	62,361	731,745
% Collected	100.19%	4.50%

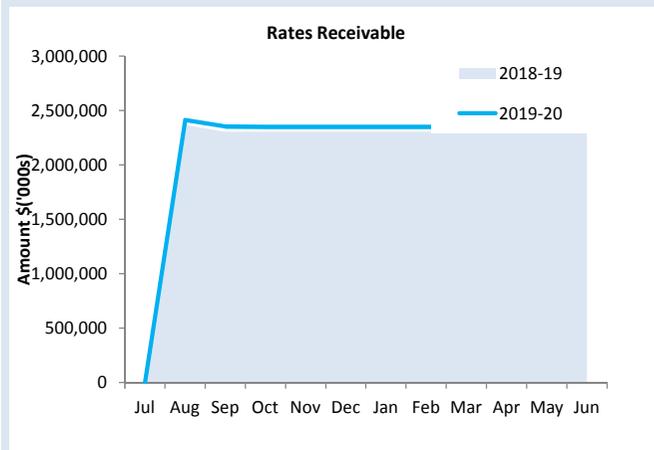
Receivables - General	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$
Receivables - General	32,942	783	25,886	329,147	388,758
Percentage	8%	0%	7%	85%	
Balance per Trial Balance					
Sundry debtors					388,758
GST receivable					0
Loans receivable - clubs/institutions					18,758
Income in advance					0
Doubtful Debtors					(10,234)
					0
Total Receivables General Outstanding					397,282
Amounts shown above include GST (where applicable)					0

KEY INFORMATION

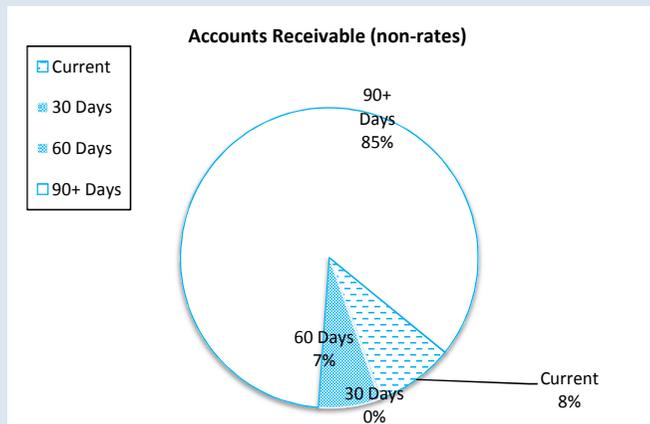
Trade and other receivables include amounts due from ratepayers for unpaid rates and service charges and other amounts due from third parties for goods sold and services performed in the ordinary course of business.

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
5%	\$731,745



Debtors Due
\$397,282
Over 30 Days
92%
Over 90 Days
85%

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 SEPTEMBER 2019**

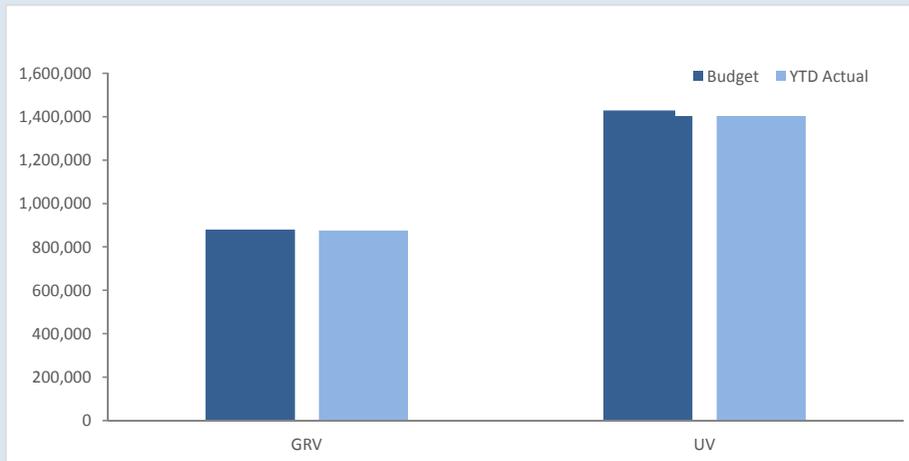
**OPERATING ACTIVITIES
NOTE 5
RATE REVENUE**

General Rate Revenue	Budget							YTD Actual			
	Rate in	Number of Properties	Rateable Value	Rate Revenue	Interim Rate	Back Rate	Total Revenue	Rate Revenue	Interim Rates	Back Rates	Total Revenue
RATE TYPE	\$			\$	\$	\$	\$	\$	\$	\$	\$
Differential General Rate											
GRV	0.110160	744	7,953,721	876,206	2,000	1,000	879,206	876,206	-1,160	154	875,200
UV	0.007240	321	197,041,500	1,426,383	2,000	0	1,428,383	1,426,384	-499	0	1,425,884
	Minimum \$										
GRV	580	148	280,029	85,840	0	0	85,840	85,840	0	0	85,840
UV	580	63	3,270,037	36,540	0	0	36,540	36,540	0	0	36,540
Sub-Totals		1,276	208,545,287	2,424,969	4,000	1,000	2,429,969	2,424,969	-1,659	154	2,423,464
Discount							(86,105)				(84,141)
Amount from General Rates							2,343,864				2,339,323
Ex-Gratia Rates							12,394				12,393
Total General Rates							2,356,258				2,351,716

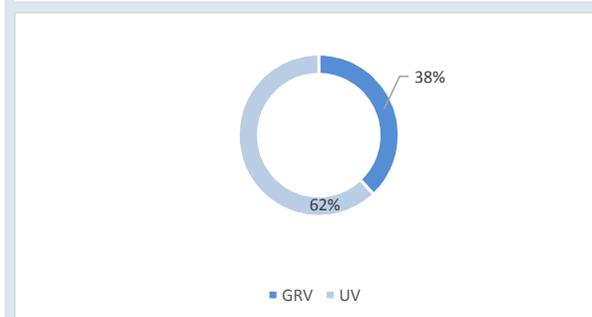
SIGNIFICANT ACCOUNTING POLICIES

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

KEY INFORMATION



General Rates		
Budget	YTD Actual	%
\$2.34 M	\$2.34 M	100%

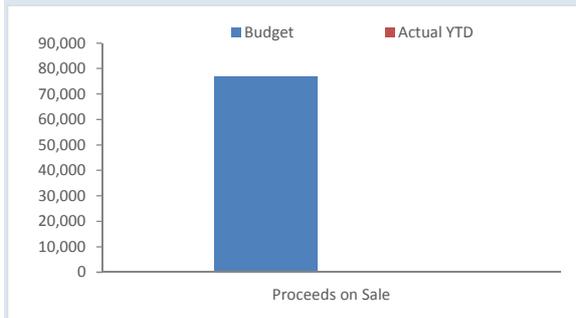


NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 SEPTEMBER 2019

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)
		\$	\$	\$	\$	\$	\$	\$	\$
P01Y17	CEO Vehicle	25,000	28,000	3,000					
P80Y18	HACC Co-ordinator Vehicle	24,800	20,000	0	(4,800)				
P14	Isuzu 13t Truck	27,000	29,000	3,000	(1,000)				
		76,800	77,000	6,000	(5,800)	0	0	0	0

KEY INFORMATION



Proceeds on Sale		
Budget	YTD Actual	%
\$77,000	\$0	0%

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 SEPTEMBER 2019**

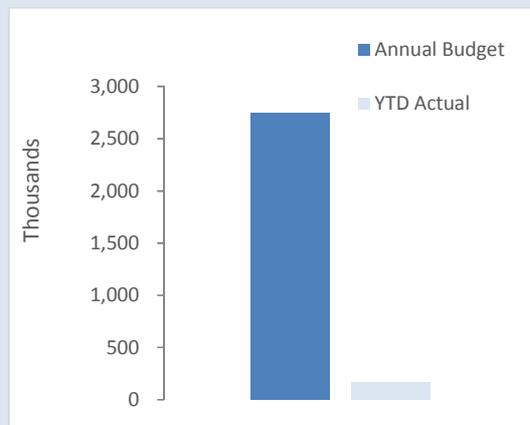
**INVESTING ACTIVITIES
NOTE 7
CAPITAL ACQUISITIONS**

Capital Acquisitions	Annual Budget	YTD Budget	YTD Actual Total	YTD Budget Variance
	\$	\$	\$	\$
Land	40,000	0	0	0
Buildings	25,000	5,000	0	5,000
Plant & Equipment	344,000	58,000	0	58,000
Furniture & Equipment	126,700	0	20,766	(20,766)
Infrastructure - Roads	1,746,917	300,000	88,684	211,316
Footpaths	131,000	60,000	42,938	17,062
Infrastructure - Other	330,000	38,000	22,409	15,591
Capital Expenditure Totals	2,743,617	461,000	174,797	286,203
Capital Acquisitions Funded By:				
	\$	\$	\$	\$
Capital grants and contributions	1,143,257	173,992	0	173,992
Other (Disposals & C/Fwd)	77,000	0	0	0
Cash Backed Reserves			0	0
Recreation Development Reserve	15,000	0	0	0
Electronic Sign Reserve	10,250	0	0	0
Recreation Centre Equipment Reserve	4,000	0	0	0
Plant Replacement Reserve	90,000	0	0	0
Aerodrome Maintenance & Development Reserve	10,000	0	0	0
Refuse Waste Management Reserve	30,000	0	0	0
Land Development Reserve	40,000	0	0	0
Contribution - operations	1,324,110	287,008	174,797	112,211
Capital Funding Total	2,743,617	461,000	174,797	286,203

SIGNIFICANT ACCOUNTING POLICIES

All assets are initially recognised at cost. Cost is determined as the fair value of the assets given as consideration plus costs incidental to the acquisition.

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

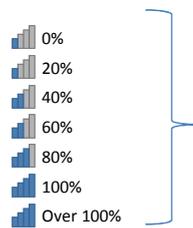
KEY INFORMATION

Acquisitions	Annual Budget	YTD Actual	% Spent
	\$2.74 M	\$.17 M	6%
Capital Grant	Annual Budget	YTD Actual	% Received
	\$1.14 M	\$. M	0%

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 SEPTEMBER 2019**

**INVESTING ACTIVITIES
NOTE 7
CAPITAL ACQUISITIONS (CONTINUED)**

**Capital Expenditure Total
Level of Completion Indicators**



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 a

	Account Number	Annual Budget	YTD Budget	YTD Actual	YTD Variance
Capital Expenditure					
Land					
0.00	Town Centre Development	(40,000)	0	0	0
		(40,000)	0	0	0
Buildings					
0.00	Caravan Park Camp Kitchen	(15,000)	(5,000)	0	5,000
0.00	Solar Panels - Various Buildings	(10,000)	0	0	0
		(25,000)	(5,000)	0	5,000
Plant & Equipment					
0.00	CEO Vehicle (PO1)	(48,000)	0	0	0
0.00	HACC Co-ordinator Vehicle	(30,000)	(30,000)	0	30,000
0.00	2013 Toro Ride on Mower (P43)	(28,000)	(28,000)	0	28,000
0.00	2010 Toyota Gardener Utility (P25)	(24,000)	0	0	0
0.00	Isuzu Truck 13t (P40)	(185,000)	0	0	0
0.00	Stump Grinder for Bobcat	(9,000)	0	0	0
0.00	All Terrain Utility / Gator	(20,000)	0	0	0
		(344,000)	(58,000)	0	58,000
Furniture & Equipment					
0.00	Electronic Advertising Sign	(56,500)	0	0	0
0.54	Rec Centre - Furniture Upgrades	(8,000)	0	(4,351)	(4,351)
0.00	Wetlands Park - Playground Equipment	(38,200)	0	0	0
0.88	Water Standpipe Controller	(18,000)	0	(15,895)	(15,895)
0.09	Pallet Racking - Depot	(6,000)	0	(520)	(520)
		(126,700)	0	(20,766)	(20,766)
Infrastructure - Roads					
0.05	Capital Works Program	(1,746,917)	(300,000)	(88,684)	211,316
		(1,746,917)	(300,000)	(88,684)	211,316
Footpaths					
0.33	Footpath Program	(131,000)	(60,000)	(42,938)	17,062
		(131,000)	(60,000)	(42,938)	17,062
Infrastructure - Other					
0.00	Cemetery Upgrade	(50,000)	(3,000)	0	3,000
0.00	Learn to Swim Pool Heating	(40,000)	0	0	0
0.00	Town Centre Redevelopment - Library Parking Area	(130,000)	0	0	0
0.00	Airport Development	(40,000)	0	0	0
0.00	Wetlands Park Pond Works	(10,000)	0	0	0
0.37	Townscape	(60,000)	(35,000)	(22,409)	12,591
		(330,000)	(38,000)	(22,409)	15,591
		(2,743,617)	(461,000)	(174,797)	286,203

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 SEPTEMBER 2019**

**FINANCING ACTIVITIES
NOTE 8
BORROWINGS**

Information on Borrowings Particulars	30 Jun 2019	New Loans		Principal Repayments		Principal Outstanding		Interest Repayments	
		Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget
	\$	\$	\$	\$	\$	\$	\$	\$	\$
Recreation and Culture									
Loan 131 - Recreation Centre Development	67,982	0	0		9,305	67,982	49,939		3,639
Loan 139 - Swimming Pool Redevelopment	239,319	0	0	4,179	12,662	235,140	214,622	3,738	11,374
Other Property and Services									
Loan 137 - Staff Housing	180,880	0	0	2,130	13,106	178,750	155,432	1,686	9,788
Loan 138 - Doctor Housing	96,812	0	0		10,268	96,812	76,891		5,306
	584,993	0	0	6,309	45,341	578,684	496,884	5,425	30,107
Self supporting loans									
Recreation and Culture									
Loan 141 - Wagin Ag Society (SSL)	173,708	0	0		18,758	173,708	136,749		4,586
	173,708	0	0	0	18,758	173,708	136,749	0	4,586
Total	758,701	0	0	6,309	64,099	752,392	633,633	5,425	34,693

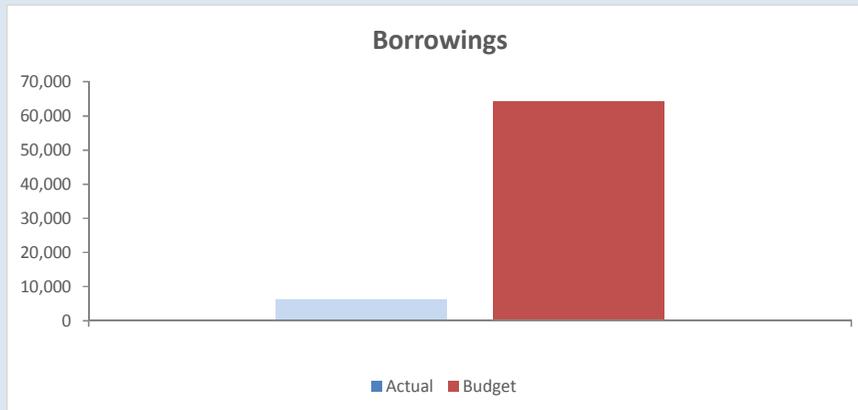
All debenture repayments were financed by general purpose revenue.

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.



Principal Repayments	\$6,309
Interest Earned	\$2,126
Interest Expense	\$5,425
Reserves Bal	\$1.38 M
Loans Due	\$0.75 M

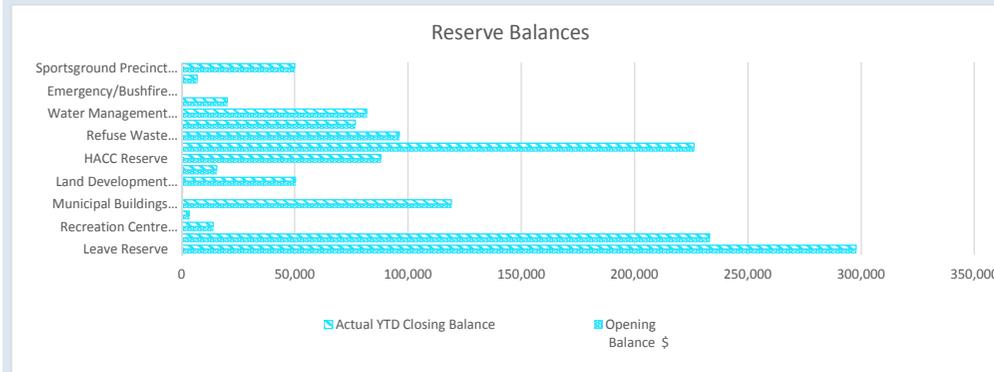
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 SEPTEMBER 2019

FINANCING ACTIVITIES
NOTE 9
RESERVES

Cash Backed Reserve

Reserve Name	Opening Balance	Budget Interest Earned	Actual Interest Earned	Budget Transfers In (+)	Actual Transfers In (+)	Budget Transfers Out (-)	Actual Transfers Out (-)	Budget Closing Balance	Actual YTD Closing Balance
	\$	\$	\$	\$	\$	\$	\$	\$	\$
Leave Reserve	297,855	7,446				(30,000)		275,301	297,855
Plant Replacement Reserve	233,074	5,827		40,000				278,901	233,074
Recreation Centre Equipment Reserve	14,078	352		1,800		(4,500)		11,730	14,078
Aerodrome Maintenance & Development Reserve	3,387	85		5,200				8,672	3,387
Municipal Buildings Reserve	119,105	2,978				(70,000)		52,083	119,105
Admin Centre Furniture, Equipment & IT Reserve	506	13		5,000				5,519	506
Land Development Reserve	50,296	1,257				(40,000)		11,553	50,296
Community Bus Reserve	15,592	390		2,000				17,982	15,592
HACC Reserve	88,031	2,201				(10,000)		80,232	88,031
Recreation Development Reserve	226,283	5,657		60,000		(50,000)		241,940	226,283
Refuse Waste Management Reserve	96,144	2,404		39,800				138,348	96,144
Refuse Site Rehabilitation Reserve	76,750	1,919						78,669	76,750
Water Management Reserve	81,772	2,044				(5,000)		78,816	81,772
Electronic Sign Reserve	20,249	251				(20,500)		0	20,249
Emergency/Bushfire Control Reserve	0			21,000				21,000	0
Community Gym Reserve	6,914	173		5,500				12,587	6,914
Sportsground Precinct Redevelopment Reserve	50,000	1,250		30,000				81,250	50,000
	1,380,038	34,247	0	210,300	0	(230,000)	0	1,394,585	1,380,036

KEY INFORMATION



**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 SEPTEMBER 2019**

**NOTE 10
GRANTS AND CONTRIBUTIONS**

Grants and Contributions

	Annual Budget	YTD Budget	YTD Actual	YTD Variance
Operating grants, subsidies and contributions				
General Purpose Funding				
Grants Commission - General	455,916	113,979	110,996	(2,983)
Grants Commission - Roads	219,016	54,754	57,263	2,509
Law, Order and Public Safety				
DFES Grant - Operating Bush Fire Brigade	56,550	0	0	0
DFES Grant - MAF Funding	21,000	0	0	0
DFES Grant - Operating SES	27,860	0	0	0
Education and Welfare				
HACC Recurrent Grant	289,545	72,386	72,386	0
Recreation and Culture				
Thank A Volunteer Grant	950	950	9,001	8,051
Lotterywest - Wagin Street Carnival	8,755	0	0	0
Transport				
Direct Road Grants	118,788	118,788	118,788	0
Regional Airports Development Scheme (RADs)		0	0	0
Operating grants, subsidies and contributions Total	1,198,380	360,857	368,434	7,577
Non-operating grants, subsidies and contributions				
Community Amenities				
Contributions to Cemetery Upgrade	8,000	0	0	0
Recreation and Culture				
Wetlands Park Playground Upgrade Contribution	28,200	0	0	0
Electronic Sign Contributions	35,000	950	0	(950)
CSRFF Grant - Swim Pool Stage 2	20,000			
Transport				
Road Project Grants	307,605	123,042	123,042	0
Main Roads Bridge Grant	422,322	0	0	0
Roads To Recovery Grant	312,145	50,000	48,000	(2,000)
Regional Airports Development Scheme (RADs)	9,985			
WANDRRA Storm Damage	0		0	0
Non-operating grants, subsidies and contributions Total	1,143,257	173,992	171,042	(2,950)
Grand Total	2,341,637	534,849	539,476	4,627

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 SEPTEMBER 2019**

**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 Balance 01 Jul 2019	Amount Received	Amount Paid	Closing Balance 30 Sep 2019
	\$	\$	\$	\$
Deposits - Town Hall	1,100	100	0	1,200
Deposits - Community Bus	1,200	900	(750)	1,350
Deposits - Rec Ctr & EFP	2,362	1,693	(600)	3,455
Deposits - Animal Trap	0	25	(25)	0
BCITF	0	818	(818)	0
Deposit - Community Gym Key	3,000	420	(660)	2,760
Building Services Levy	0	759	(636)	123
Nomination Deposits	160	400	0	560
Pre-Paid Rates	0	0	0	0
Other Deposits	6,679	0	0	6,679
Unclaimed Monies	1,733	0	0	1,733
Transport Licensing	10,427	0	0	10,427
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	4,060	1,560	0	5,620
Cemetery Shelter Contributions	8,000	0	0	8,000
	46,941	6,675	(3,489)	50,127

SHIRE OF WAGIN
STATEMENT OF OPERATING INCOME AND EXPENDITURE
FOR THE PERIOD ENDED 30 SEPTEMBER 2019

COA	Description	Type	Annual Budget	YTD Budget	YTD Actual
General Purpose Funding					
Rate Revenue					
I031005	GRV	Inc	876,206	876,206	876,206
I031010	GRV Minimums	Inc	85,840	85,840	85,840
I031015	UV	Inc	1,426,384	1,426,384	1,426,384
I031020	UV Minimums	Inc	36,540	36,540	36,540
I031025	GRV Interim Rates	Inc	2,000	333	(1,160)
I031030	UV Interim Rates	Inc	2,000	600	(499)
I031035	Back Rates	Inc	1,000	0	154
I031040	Ex-Gratia Rates (CBH)	Inc	12,394	12,394	12,393
I031045	Discount Allowed	Inc	(86,105)	(86,105)	(84,141)
I031050	Instalment Admin Charge	Inc	8,000	2,500	6,105
I031055	Account Enquiry Fee	Inc	2,000	501	550
I031060	(Rate Write Offs)	Inc	(5,000)	0	(152)
I031065	Penalty Interest	Inc	12,000	3,000	1,877
I031070	Emergency Services Levy	Inc	113,467	113,467	113,299
I031075	ESL Penalty Interest	Inc	600	150	92
I031090	Rate Legal Charges	Inc	10,000	2,499	6,864
			<u>2,497,326</u>	<u>2,474,309</u>	<u>2,480,352</u>
E031005	Valuation Expenses	Exp	(10,000)	(500)	(1,051)
E031010	Legal Costs/Expenses	Exp	(1,000)	(250)	0
E031015	Title Searches	Exp	(600)	(150)	(131)
E031020	Rate Recovery Expenses	Exp	(10,000)	(1,600)	(4,280)
E031025	Printing Stationery Postage	Exp	(2,000)	(1,800)	(1,376)
E031030	Emergency Services Levy	Exp	(113,467)	(34,000)	(33,887)
E031040	Rate Refunds	Exp	(1,000)	0	0
E031041	Rates & Rubbish Waivers/Concessions	Exp	(2,923)	(2,923)	(2,810)
E031100	Administration Allocated	Exp	(90,583)	(22,647)	(22,647)
			<u>(231,573)</u>	<u>(63,870)</u>	<u>(66,182)</u>
Other General Purpose Funding					
I032005	Grants Commission General	Inc	455,916	113,979	110,996
I032010	Grants Commission Roads	Inc	219,016	54,754	57,263
I032020	Administration Rental	Inc	36,000	9,000	9,000
I032025	Photocopies, Publications, PA & Projector Hire	Inc	1,000	249	61
I032030	Reimbursements	Inc	100	25	0
I032035	SS Loans Interest & GFee Reimb.	Inc	5,786	0	0
I032040	Bank Interest	Inc	12,000	3,000	249
I032045	Reserves Interest	Inc	34,247	0	0
I032055	Commissions & Recoups	Inc	500	100	0
			<u>764,565</u>	<u>181,107</u>	<u>177,569</u>
E032005	Bank Fees and Charges	Exp	(11,000)	(2,751)	(3,811)
E032015	Interest on Loans	Exp	(34,694)	(5,425)	(5,424)
E032030	Audit Fees & Other Services	Exp	(22,000)	0	0
E032035	Administration Allocated	Exp	(88,383)	(22,095)	(22,095)
			<u>(156,077)</u>	<u>(30,271)</u>	<u>(31,330)</u>
Total General Purpose Income			<u>3,261,891</u>	<u>2,655,416</u>	<u>2,657,920</u>
Total General Purpose Expenditure			<u>(387,650)</u>	<u>(94,141)</u>	<u>(97,512)</u>
Governance					



COA	Description	Type	Annual Budget	YTD Budget	YTD Actual
Members of Council					
I041020	Other Income Relating to Members	Inc	1,000	0	0
			1,000	0	0
E041005	Sitting Fees	Exp	(18,000)	(4,500)	0
E041010	Training	Exp	(8,000)	(500)	0
E041015	Members Travelling	Exp	(1,000)	(250)	0
E041025	Election Expenses	Exp	(3,000)	(2,000)	(1,150)
E041030	Other Expenses	Exp	(5,000)	(750)	0
E041035	Conference Expenses	Exp	(12,000)	(10,500)	(8,113)
E041040	Presidents Allowance	Exp	(12,000)	(3,000)	0
E041045	Deputy Presidents Allowance	Exp	(3,000)	(750)	0
E041055	Refreshments and Receptions	Exp	(14,000)	(3,250)	(2,961)
E041060	Presentations	Exp	(2,500)	(740)	(805)
E041065	Insurance	Exp	(9,630)	(9,630)	(9,557)
E041070	Public Relations	Exp	(3,000)	(200)	(91)
E041075	Subscriptions	Exp	(25,200)	(25,200)	(28,029)
E041100	Administration Allocated	Exp	(108,766)	(27,192)	(27,192)
			(225,096)	(88,462)	(77,898)
Other Governance					
I042030	Profit on Sale of Asset	Inc	3,000	3,000	0
I042045	Admin Reimbursements	Inc	5,000	1,250	0
I042050	Paid Parental Leave Reimbursement	Inc	0	0	13,331
			8,000	4,250	13,331
E042005	Administration Salaries	Exp	(660,255)	(165,063)	(156,712)
E042008	Admin Leave/Wages Liability	Exp	0	0	0
E042010	Administration Superannuation	Exp	(68,951)	(17,238)	(17,984)
E042011	Loyalty Allowance	Exp	(8,580)	(2,145)	(1,560)
E042012	Housing Allowance Admin	Exp	(10,340)	(7,740)	(7,532)
E042015	Insurance	Exp	(23,073)	(23,073)	(16,096)
E042020	Staff Training	Exp	(14,000)	(3,501)	(195)
E042025	Removal Expenses	Exp	(8,000)		
E042030	Printing & Stationery	Exp	(26,000)	(6,501)	(8,736)
E042035	Phone, Fax & Modem	Exp	(10,000)	(2,499)	(819)
E042040	Office Maintenance	Exp	(54,500)	(13,626)	(12,905)
E042045	Advertising	Exp	(8,000)	(2,001)	(201)
E042050	Office Equipment Maintenance	Exp	(3,000)	(750)	(207)
E042055	Postage & Freight	Exp	(4,000)	(999)	(688)
E042060	Vehicle Running Expenses	Exp	(7,500)	(3,537)	(4,973)
E042065	Legal Expenses	Exp	(3,000)	0	0
E042070	Garden Expenses	Exp	(10,000)	(2,499)	(2,506)
E042075	Conference & Training	Exp	(11,000)	(4,100)	(5,540)
E042080	Computer Support	Exp	(87,500)	(71,000)	(40,691)
E042085	Other Expenses	Exp	(1,500)	(300)	(369)
E042090	Administration Allocated	Exp	(198,000)	(49,500)	(49,500)
E042095	Fringe Benefits Tax	Exp	(10,000)	(2,500)	(4,980)
E042100	Staff Uniforms	Exp	(4,000)	(750)	(91)
E042120	Depreciation - Other Governance	Exp	(66,830)	(16,707)	0
E042125	Less Administration Allocated	Exp	1,109,529	277,386	277,389
E042155	Lease of Photocopier	Exp	(2,500)	(624)	(606)
E042160	CEO Recruitment	Exp	(8,000)	(3,000)	(1,950)
			(199,000)	(122,267)	(57,452)
Total Governance Income			9,000	4,250	13,331
Total Governance Expenditure			(424,096)	(210,729)	(135,348)
Law, Order & Public Safety					

COA	Description	Type	Annual Budget	YTD Budget	YTD Actual
Fire Prevention					
I051010	BFB Operating Grant	Inc	56,550	0	0
I051015	Sale of Fire Maps	Inc	300	75	68
I051025	Reimbursements	Inc	3,000	750	200
I051030	Bush Fire Infringements	Inc	1,500	0	0
I051035	ESL Admin Fee	Inc	4,000	0	0
I051070	Other Bushfire Grants Income	Inc	21,000	0	0
I051075	SES Operating Grant	Inc	27,860	0	0
			114,210	825	268
E051005	BFB Operation Expenditure	Exp	(56,550)	(33,770)	(26,831)
E051010	Communication Mtce	Exp	(3,000)	(924)	(482)
E051015	Advertising & Other Expenses	Exp	(2,000)	(200)	(2,026)
E051020	Fire Fighting/Emergency Services Expenses	Exp	(2,000)	(200)	0
E051025	Town Block Burn Off	Exp	(5,000)	(1,050)	(2,850)
E051040	Other Bushfire Grants Expenditure	Exp	0	0	(200)
E051060	SES Operation Expenditure	Exp	(27,860)	(7,416)	(7,703)
E051100	Administration Allocated	Exp	(56,011)	(14,004)	(14,004)
E051190	Depreciation - Fire Prevention	Exp	(24,590)	(6,147)	0
			(177,011)	(63,711)	(54,096)
Animal Control					
I052005	Dog Fines and Fees	Inc	6,000	1,500	980
I052006	Cat Fines and Fees	Inc	300	75	0
I052010	Hire of Animal Traps	Inc	50	25	36
I052015	Dog Registration	Inc	7,500	750	459
I052016	Cat Registration	Inc	600	150	0
I052020	Reimbursements	Inc	500	125	0
			14,950	2,625	1,475
E052005	Ranger Salary	Exp	(12,000)	(3,000)	(2,422)
E052007	Ranger Telephone	Exp	(1,000)	(249)	(245)
E052010	Pound Maintenance	Exp	(2,450)	(1,096)	(308)
E052015	Dog Control Insurance	Exp	(240)	(240)	(120)
E052020	Legal Fees	Exp	(500)	(250)	0
E052025	Training & Conference	Exp	(2,000)	0	0
E052030	Ranger Services Other	Exp	(28,000)	(7,024)	(5,525)
E052035	Administration Allocated	Exp	(24,606)	(6,153)	(6,153)
E052190	Depreciation - Animal Control	Exp	(1,650)	(414)	0
			(72,446)	(18,426)	(14,773)
Other Law, Order & Public Safety					
I053005	Abandoned Vehicles/Fines	Inc	50	0	0
I053040	Safer Wagin Income	Inc	10,394	10,394	5,083
			10,444	10,394	5,083
E053005	Abandoned Vehicles	Exp	(500)	0	0
E053010	Emergency Services	Exp	0	0	0
E053040	Safer Wagin Expenditure	Exp	(500)	0	(182)
E053045	CCTV & Security	Exp	(12,000)	(600)	(2,152)
E053055	Mosquito Control	Exp	(10,000)	0	(828)
			(23,000)	(600)	(3,162)
Total Law, Order & Public Safety Income			139,604	13,844	6,825
Total Law, Order & Public Safety Expenditure			(272,457)	(82,737)	(72,030)
Health					
Maternal & Infant Health					
E071005	Medical Centre Mtce - Infant Health Centre	Exp	(11,150)	(2,784)	(1,790)



COA	Description	Type	Annual Budget	YTD Budget	YTD Actual
			(11,150)	(2,784)	(1,790)
	Preventative Services - Admin & Inspections				
I074005	Food Licences & Fees	Inc	800	201	62
I074015	Contrib. Regional Health Scheme	Inc	46,000	11,499	12,434
			46,800	11,700	12,496
E074005	EHO Salary	Exp	(97,000)	(24,249)	(20,833)
E074008	EHO Leave/Wages Liability	Exp	0	0	0
E074010	EHO Superannuation	Exp	(9,650)	(2,412)	(2,229)
E074015	Other Control Expenses	Exp	(8,000)	(3,248)	(2,580)
E074020	EHO/Building Surveyor Vehicle Expenses	Exp	(5,000)	(1,314)	(1,624)
E074030	Conferences & Training	Exp	(3,000)	(1,000)	(705)
E074035	Loss on Sale of Asset	Exp	0	0	0
E074100	Administration Allocated	Exp	(25,001)	(6,249)	(6,249)
E074190	Depreciation - Prevent Services	Exp	(5,930)	(1,482)	0
			(153,581)	(39,954)	(34,220)
	Other Health				
I076010	Rent - Medical Centre-Dentist	Inc	3,856	963	960
I076015	Reimbursements - IPN Medical	Inc	1,198	0	0
I076020	Meeting Room Fees	Inc	3,500	876	1,064
I076040	Reimbursements - Dr Norris	Inc	700	0	0
			9,254	1,839	2,024
E076020	Medical Centre Mtce - Dr & Dentist Surgery	Exp	(14,585)	(3,645)	(2,835)
E076025	Depreciation - Other Health	Exp	(20,720)	(5,181)	0
E076030	Doctors Vehicle Mtce	Exp	(2,800)	(700)	(700)
E076040	IPN Medical Services	Exp	(47,365)	(11,841)	0
			(85,470)	(21,367)	(3,535)
	Health - Preventative Services				
E077010	Analytical Expenses	Exp	(460)	(460)	(463)
			(460)	(460)	(463)
	Total Health Income		56,054	13,539	14,520
	Total Health Expenditure		(250,661)	(64,565)	(40,010)
	Education & Welfare				
	Pre Schools				
I083035	Day Care Lease	Exp	7,559	1,890	2,193
I083036	Day Care Reimbursements	Exp	3,500	583	237
			11,059	2,473	2,430
E080010	Kindegarten Maintenance (Daycare)	Exp	(14,900)	(3,726)	(1,851)
E080190	Depreciation - Pre-Schools	Exp	(5,420)	(1,356)	0
			(20,320)	(5,082)	(1,851)
	Other Education				
E081020	School Oval Mtce	Exp	0	0	0
E081030	Contribution - Wagin Youth Care	Exp	(2,400)	(2,400)	(2,400)
			(2,400)	(2,400)	(2,400)
	HACC Program				
I082010	HACC Recurrent Grant	Inc	289,545	72,386	72,386
I082015	Meals on Wheels	Inc	20,000	5,001	1,280
I082020	HACC Fee for Service	Inc	35,000	8,751	7,816
I082030	Reimbursements	Inc	500	125	
			345,045	86,263	81,482



COA	Description	Type	Annual Budget	YTD Budget	YTD Actual
E082010	Co-ordinator Salary	Exp	(65,000)	(16,251)	(13,585)
E082013	HACC Leave/Wages Liability	Exp	0	0	0
E082015	Home Mtce Salary	Exp	(19,000)	(4,749)	(5,183)
E082020	Respite Salaries	Exp	(600)	(300)	(205)
E082025	Home Help Salaries	Exp	(130,000)	(32,499)	(40,312)
E082030	Superannuation	Exp	(18,000)	(4,500)	(5,539)
E082035	Other Expenses	Exp	(3,000)	(380)	(916)
E082040	Travelling - Mileage	Exp	(17,000)	(4,251)	(6,475)
E082045	Staff Training	Exp	(1,500)	0	(474)
E082050	Staff Training Salaries	Exp	(2,500)	(625)	(519)
E082055	Subscriptions	Exp	(4,500)	(3,000)	(2,361)
E082060	Telephone & Postage	Exp	(3,000)	(751)	(638)
E082065	Advertising & Stationery	Exp	(500)	(137)	(485)
E082070	Insurance	Exp	(6,874)	(6,874)	(2,342)
E082075	Office Accommodation	Exp	(36,000)	(9,000)	(9,000)
E082080	Plant & Equipment Mtce	Exp	(7,000)	(3,251)	(2,757)
E082085	Consumable Supplies	Exp	(4,298)	(1,300)	(4,752)
E082090	Expenditure from Donations	Exp	(4,273)	(750)	(632)
E082100	Administration Allocated	Exp	(29,466)	(7,368)	(7,368)
E082110	Meals on Wheels Expenditure	Exp	(22,000)	(5,499)	(1,004)
E082120	Loss on Sale of Asset	Exp	(4,800)	(4,800)	
E082130	HACC Growth Funding Expenditure	Exp	0	0	0
E082190	Depreciation - HACC	Exp	(25,440)	(6,360)	0
			(404,751)	(112,645)	(104,547)
	Other Welfare				
I083010	Wagin Frail Aged Reimb	Inc	7,340	7,340	0
			7,340	7,340	0
E083010	Wagin Frail Aged Exp	Exp	(7,340)	(7,340)	(3,670)
E083020	Comm. Aged Care Expenses	Exp	(39,394)	(9,499)	0
			(46,734)	(16,839)	(3,670)
	Total Education & Welfare Income		363,444	96,076	83,913
	Total Education & Welfare Expenditure		(474,205)	(136,966)	(112,468)
	Community Amenities				
	Sanitation - Household Refuse				
I101005	Domestic Collection	Inc	241,800	241,800	242,059
I102020	Refuse Site Fees	Inc	18,000	4,500	4,472
			259,800	246,300	246,531
E101005	Domestic Refuse Collection	Exp	(70,000)	(17,499)	(15,828)
E101010	Recycling Pick-Up	Exp	(66,000)	(16,500)	(16,693)
E101015	Refuse Site Mtce	Exp	(134,000)	(33,501)	(32,191)
E101025	Refuse Site Attendant	Exp	0	0	0
			(270,000)	(67,500)	(64,712)
	Sanitation - Other				
I102002	Commercial Collection Charges	Inc	65,000	65,000	63,511
I102005	Reimbursement Drummuster	Inc	4,000	0	0
I102010	Charges Bulk Rubbish	Inc	15,500	3,876	3,877
			84,500	68,876	67,388
E102005	Commercial Collection	Exp	(14,000)	(3,501)	(3,263)
E102010	Bulk Rubbish Collection	Exp	(15,500)	(3,876)	(3,981)
E101020	Chemical Drum Disposal Costs	Exp	(5,000)	(500)	0
E102190	Depreciation - Sanitation	Exp	(12,310)	(3,078)	0

COA	Description	Type	Annual Budget	YTD Budget	YTD Actual
			(46,810)	(10,955)	(7,244)
	Sewerage				
I104005	Septic Tank Fees	Inc	500	126	0
			500	126	0
E104005	Sewerage Treatment Plant	Exp	(500)	(120)	(27)
			(500)	(120)	(27)
	Regional Refuse Group				
E102007	Regional Refuse Group Expenses	Exp	0	0	0
			0	0	0
	Town Planning				
I106005	Planning Fees	Inc	3,500	876	0
			3,500	876	0
E106005	Town Planning Expenses	Exp	(35,000)	(8,751)	(12,002)
E106100	Administration Allocated	Exp	(31,934)	(7,983)	(7,983)
			(66,934)	(16,734)	(19,985)
	Other Community Amenities				
I107005	Cemetery Fees	Inc	12,000	3,000	3,368
I107010	Community Bus Income	Inc	4,000	999	2,022
I107025	Other Community Amenities Contributions	Inc	8,000	0	0
			24,000	3,999	5,390
E107005	Cemetery Mtce	Exp	(27,300)	(6,828)	(7,584)
E107010	Public Convenience Mtce	Exp	(65,700)	(16,428)	(12,784)
E107015	Community Bus Operating	Exp	(2,000)	(501)	(1,936)
E107100	Administration Allocated	Exp	(64,620)	(16,155)	(16,155)
E107190	Depreciation - Other Comm Amenities	Exp	(39,520)	(9,879)	0
			(199,140)	(49,791)	(38,459)
	Total Community Amenities Income		372,300	320,177	319,308
	Total Community Amenities Expenditure		(583,384)	(145,100)	(130,425)
	Recreation & Culture				
	Public Halls & Civic Centres				
I111005	Town Hall Hire	Inc	1,200	300	209
I111010	Reimbursements	Inc	100	100	0
I111015	Town Hall Lease -L Piesse	Inc	4,265	1,065	1,062
			5,565	1,465	1,271
E111005	Town Hall Mtce	Exp	(20,700)	(5,178)	(4,193)
E111010	Other Halls Mtce	Exp	(6,200)	(1,551)	(706)
E111190	Depreciation - Public Halls	Exp	(55,610)	(13,902)	0
			(82,510)	(20,631)	(4,899)
	Swimming Pool				
I112010	Swimming Pool Admission	Inc	35,000	0	0
I112015	Swimming Pool Miscellaneous Income	Inc	105	0	0
I112020	Reimbursements	Inc	600	0	0
I112025	CSRFF Grant - Swim Pool Stage 2	Inc	20,000	0	0
			55,705	0	0
E112005	Pool Staff Salary	Exp	(65,000)	(6,000)	(6,444)
E112008	Pool Leave/Wages Liability	exp	0	0	0
E112010	Superannuation	Exp	(6,000)	(500)	(664)

COA	Description	Type	Annual Budget	YTD Budget	YTD Actual
E112015	Swimming Pool Maintenance	Exp	(104,500)	(23,877)	(13,141)
E112020	Swimming Pool Other Expenses	Exp	(4,000)	(2,300)	(698)
E112190	Depreciation - Swimming Pools	Exp	(185,400)	(46,350)	0
			(364,900)	(79,027)	(20,947)
	Other Recreation & Sport				
I113005	Sportsground Rental	Inc	7,820	2,500	2,455
I113015	Power Reimbursements	Inc	6,000	1,300	426
I113020	Recreation Centre Hire	Inc	10,000	1,600	1,406
I113025	Reimbursements Other	Inc	500	150	0
I113030	Rec Centre Equipment Contributions	Inc	1,800	0	0
I113035	Sporting Club Leases	Inc	50	0	50
I113040	Other Recreation & Sport Contributions	Inc	28,200	0	0
I113055	Eric Farrow Pavillion Hire	Inc	2,000	501	1,246
I113065	Community Gym Membership	Inc	11,200	4,800	4,828
			67,570	10,851	10,411
E113005	Sportsground Mtce	Exp	(103,250)	(25,812)	(23,972)
E113010	Sportsground Building Mtce	Exp	(23,100)	(5,778)	(5,916)
E113015	Wetlands Park Mtce	Exp	(59,700)	(14,928)	(17,621)
E113020	Parks & Gardens Mtce	Exp	(56,300)	(14,079)	(15,336)
E113025	Puntapin Rock Mtce	Exp	(2,600)	(651)	(82)
E113030	Recreation Centre Mtce	Exp	(49,700)	(12,423)	(12,898)
E113035	Rec Staff Salaries	Exp	(22,000)	(7,000)	(5,162)
E113038	Rec Staff Leave/Wages Liability	Exp	0	0	0
E113040	Superannuation	Exp	(2,200)	(549)	(661)
E113045	Other Expenses	Exp	(1,500)	(450)	(439)
E113050	Norring Lake Mtce	Exp	(3,100)	(831)	(86)
E113065	Eric Farrow Pavilion Mtce	Exp	(22,800)	(5,700)	(5,253)
E113070	Rec Centre Sports Equipment	Exp	(2,000)	(1,000)	0
E113095	Community Gym Expenditure	Exp	(5,700)	(2,101)	(2,761)
E113100	Administration Allocated	Exp	(99,515)	(24,879)	(24,879)
E113190	Depreciation - Other Rec & Sport	Exp	(233,950)	(58,488)	0
			(687,415)	(174,669)	(115,066)
	Library				
I115005	Lost Books	Inc	50	25	0
I115010	Reimbursements	Inc	100	0	0
			150	25	0
E115005	Library Staff Salaries	Exp	(48,000)	(12,000)	(12,482)
E115008	Library Leave/Wages Liability	Exp	0	0	0
E115015	Library Building Mtce	Exp	(7,730)	(1,935)	(1,727)
E115020	Library Other Expenses	Exp	(11,410)	(3,390)	(1,138)
E115190	Depreciation - Libraries	Exp	(1,550)	(387)	0
			(68,690)	(17,712)	(15,347)
	Other Culture				
I116035	Long Table Experience Income	Inc	0	0	0
I119015	Contribution to Woolorama	Inc	1,000	0	0
I119020	Reimbursements	Inc	35,100	35,000	34,545
I119030	Community Events Income	Inc	3,450	950	0
I119031	Other Culture Grant Funds	Inc	9,705	950	9,001
			49,255	36,900	43,546
E116005	Subsidy Woolorama Committee	Exp	(500)	0	0
E116010	Woolorama Costs & Maintenance	Exp	(60,450)	(15,111)	(2,092)
E116015	Community Centre Mtce	Exp	(10,100)	(2,526)	(1,351)
E116020	Historical Village	Exp	(2,900)	(726)	(693)
E116035	Long Table Experience Expenditure	Exp	0	0	0

COA	Description	Type	Annual Budget	YTD Budget	YTD Actual
E116045	Community Development Events	Exp	(26,155)	(1,437)	(4,710)
E116046	Community Development Equipment Maintenance	Exp	(500)	(200)	0
E116055	Other Culture Grant Funds Exp	Exp	0	0	0
E116190	Depreciation - Other Culture	Exp	(3,300)	(825)	0
			(103,905)	(20,825)	(8,846)
Total Recreation & Culture Income			178,245	49,241	55,228
Total Recreation & Culture Expenditure			(1,307,420)	(312,864)	(165,105)
Transport					
Streets Roads Bridges & Depot Construction					
I121005	Direct Road Grants	Inc	118,788	118,788	118,788
I121010	Road Project Grants	Inc	307,605	123,042	123,042
I121015	Roads to Recovery Grant	Inc	312,145	50,000	48,000
I121020	Reimbursements	Inc	1,000	500	0
I121025	Contribution - St Lighting	Inc	3,435	0	0
I121070	Main Roads Bridge Grant	Inc	422,322	0	0
I147125	Storm Damage Reimbursements	Inc	0	0	0
			1,165,295	292,330	289,830
Streets Roads Bridges & Depot Maintenance					
I122055	Diesel Fuel Rebate Income	Inc	45,000	11,250	12,258
			45,000	11,250	12,258
E122005	Road Maintenance	Exp	(125,000)	(31,251)	(25,020)
E122006	Maintenance Grading	Exp	(175,000)	(43,752)	(96,722)
E122007	Rural Tree Pruning	Exp	(100,000)	(54,503)	0
E122008	Rural Spraying	Exp	(15,000)	(10,700)	(10,740)
E122009	Town Site Spraying	Exp	(30,000)	(7,499)	(9,036)
E122010	Depot Mtce	Exp	(23,000)	(5,751)	(6,184)
E122011	Town Reserve & Verg Mtce	Exp	(2,000)	(250)	(995)
E122012	Bridge & Drainage Mtce	Exp	(22,500)	(5,500)	(5,152)
E122015	Rural Numbering	Exp	(100)	(50)	0
E122020	Footpath Mtce	Exp	(5,000)	(1,050)	0
E122025	Street Cleaning	Exp	(42,000)	(10,500)	(7,900)
E122030	Street Trees	Exp	(55,000)	(11,740)	(35,515)
E122035	Traffic & Street Signs Mtce	Exp	(4,000)	(999)	(848)
E122045	Townscape	Exp	(20,000)	(4,613)	(3,603)
E122050	Crossovers	Exp	(500)	(500)	0
E122055	RoMan Data Collection	Exp	(6,000)	(3,000)	(6,087)
E122060	Street Lighting	Exp	(68,000)	(17,001)	(10,673)
E122090	Graffiti Removal	Exp	(1,000)	(225)	0
E122100	Administration Allocated	Exp	(49,203)	(12,300)	(12,300)
E122190	Depreciation - Roads	Exp	(1,703,750)	(425,937)	0
E147120	Storm Damage - Not Claimable	Exp	0	0	0
			(2,447,053)	(647,121)	(230,775)
Road Plant Purchases					
I122100	Profit on Sale of Asset	Inc	3,000	1,500	0
			3,000	1,500	0
E123010	Loss on Sale of Asset	Exp	(1,000)	0	0
			(1,000)	0	0
Aerodrome					
I126015	Aerodrome Reimbursements	Inc	9,985	0	0
I126020	Aerodrome Hangar Lease	Inc	8,310	4,155	3,591
			18,295	4,155	3,591
E126005	Aerodrome Maintenance	Exp	(9,400)	(2,349)	(1,301)



COA	Description	Type	Annual Budget	YTD Budget	YTD Actual
E126190	Depreciation - Aerodromes	Exp	(35,570)	(8,892)	0
			(44,970)	(11,241)	(1,301)
	Total Transport Income		1,231,590	309,235	305,678
	Total Transport Expenditure		(2,493,023)	(658,362)	(232,075)
Economic Services					
Rural Services					
I131020	Landcare Reimbursements	Inc	700	174	16,341
			700	174	16,341
E131020	Landcare	Exp	(25,700)	(25,174)	(42,069)
E131030	Rural Towns Program	Exp	(20,000)	(4,952)	(2,973)
E131100	Administration Allocated	Exp	(15,827)	(3,957)	(3,957)
E131140	Water Management Plan / Harvesting	Exp	(5,000)	(1,529)	(1,361)
E131190	Depreciation - Rural Services	Exp	(1,030)	(258)	0
			(67,557)	(35,870)	(50,360)
Tourism & Area Promotion					
I132005	Caravan Park Fees	Inc	80,000	16,000	16,509
I132010	Reimbursements	Inc	1,000	300	6
I132015	RV Area Fees	Inc	8,000	1,300	1,940
I132035	Tourism Income	Inc	0	0	0
			89,000	17,600	18,455
E132015	Caravan Park Manager Salary	Exp	(25,000)	(6,249)	(6,563)
E132020	Caravan Park Mtce	Exp	(52,000)	(13,008)	(9,475)
E132010	Wagin Tourism Committee	Exp	0	0	(118)
E132025	Subsidy Historic Village	Exp	(8,460)	(8,460)	0
E132035	RV Area Maintenance	Exp	(5,000)	(976)	(1,564)
E132040	Tourism Promotion & Subscripts	Exp	(15,000)	(1,800)	(268)
E132050	Administration Allocated	Exp	(60,177)	(15,045)	(15,045)
E132190	Depreciation - Tourism	Exp	(10,860)	(2,715)	0
			(176,497)	(48,253)	(33,033)
Building Control					
I133005	Building Licenses	Inc	5,000	1,251	1,269
			5,000	1,251	1,269
Other Economic Services					
I134005	Water Sales	Inc	20,000	5,001	0
			20,000	5,001	0
E134005	Water Supply - Standpipes	Exp	(25,000)	(6,249)	(5,880)
E134190	Depreciation - Other Economic Services	Exp	0	0	0
			(25,000)	(6,249)	(5,880)
	Total Economic Services Income		114,700	24,026	36,065
	Total Economic Services Expenditure		(269,054)	(90,372)	(89,273)
Other Property & Services					
Private Works					
I141005	Private Works Income	Inc	20,000	5,001	1,360
			20,000	5,001	1,360
E141005	Private Works	Exp	(10,000)	(2,499)	(409)
E141100	Administration Allocated	Exp	(5,636)	(1,410)	(1,410)
			(15,636)	(3,909)	(1,819)

COA	Description	Type	Annual Budget	YTD Budget	YTD Actual
Public Works Overheads					
I143020	Reimbursements	Inc	617	0	0
			617	0	0
E143005	Engineering Salaries	Exp	(92,500)	(23,124)	(20,564)
E143007	Engineering Administration Salaries	Exp	(45,000)	(11,250)	(13,352)
E143008	Works Leave/Wages Liability	Exp	0	0	0
E143009	Housing Allowance Works	Exp	(16,390)	(11,890)	(11,775)
E143015	CEO's Salary Allocation	Exp	(55,309)	(13,827)	(17,940)
E143020	Engineering Superannuation	Exp	(93,551)	(23,388)	(21,935)
E143025	Engineering - Other Expenses	Exp	(5,000)	(950)	(887)
E143030	Sick Holiday & Allowances Pay	Exp	(180,000)	(27,000)	(19,300)
E143045	Insurance on Works	Exp	(32,298)	(32,298)	(23,089)
E143050	Protective Clothing	Exp	(8,000)	(3,400)	(764)
E143055	Fringe Benefits	Exp	(1,000)	0	0
E143060	CEO's Vehicle Allocation	Exp	(1,000)	(249)	(117)
E143065	MOW - Vehicle Expenses	Exp	(7,000)	(1,877)	(1,687)
E143075	Telephone Expenses	Exp	(1,500)	(375)	(465)
E143080	Staff Licenses	Exp	(500)	(100)	(88)
E143085	Safety Equipment & Meetings	Exp	(4,000)	(1,350)	(602)
E143090	Conferences & Courses	Exp	(1,500)	0	0
E143095	Staff Training	Exp	(16,000)	(3,501)	(10,554)
E143105	Administration Allocated	Exp	(943)	(237)	(237)
E143200	LESS PWOH ALLOCATED	Exp	561,491	140,376	122,877
			0	(14,440)	(20,479)
Plant Operation Costs					
I144005	Sale of Scrap	Inc	1,500	0	0
I144010	Reimbursements	Inc	8,000	1,000	0
			9,500	1,000	0
E144010	Fuel & Oils	Exp	(140,000)	(35,001)	(43,973)
E144020	Tyres & Tubes	Exp	(20,000)	(5,001)	(3,737)
E144030	Parts & Repairs	Exp	(50,000)	(12,501)	(14,530)
E144040	Plant Repair - Wages	Exp	(40,000)	(9,999)	(7,124)
E144050	Insurance and Licences	Exp	(30,000)	(29,000)	(22,455)
E144060	Expendable Tools-Consumables only	Exp	(10,000)	(5,000)	(6,006)
E144075	Minor Plant & Equipment <\$3000	Exp	(8,000)	(4,500)	(495)
E144065	MV Insurance Claim Expenses	Exp	(1,000)	0	0
E144200	LESS POC ALLOCATED-PROJECTS	Exp	299,000	74,754	71,045
			0	(26,248)	(27,275)
Salaries & Wages					
E146010	Gross Salaries, Allowances & Super	Exp	(2,250,000)	(562,500)	(560,782)
E146200	Less Sal , Allow, Super Allocated	Exp	2,250,000	562,503	560,782
			0	3	0
Unclassified					
I147005	Commission - Vehicle Licensing	Inc	46,000	11,499	10,837
I147035	Banking errors	Inc	0	0	3,774
I147050	Council Staff Housing Rental	Inc	20,280	5,070	3,080
I147065	Insurance Reimbursement	Inc	5,000	2,500	0
I147070	Council Housing Reimbursements	Inc	3,000	300	1,689
I147120	Charge on Private use of Shire Vehicle	Inc	4,680	1,170	1,080
I147121	Reimbursement - Community Requests	Inc	0	0	0
			78,960	20,539	20,460
E147015	Community Requests & Events - CEO Allocation	Exp	(6,000)	(1,250)	(400)
E147035	Banking Errors	Exp	0	0	(196)

COA	Description	Type	Annual Budget	YTD Budget	YTD Actual
E147050	Council Housing Maintenance	Exp	(72,350)	(16,185)	(13,120)
E147055	Consultants	Exp	(58,000)	(24,500)	(25,520)
E147070	4WD Resource Sharing Group	Exp	(2,500)	(300)	0
E147090	Building Maintenance	Exp	(8,000)	(1,950)	(767)
E147100	Administration Allocated	Exp	(160,858)	(40,215)	(40,215)
E147115	Occupational Health & Safety (OHS)	Exp	(4,000)	(1,350)	(90)
E147130	Depreciation - Unclassified	Exp	(31,230)	(7,909)	0
E147150	Community Requests Budget	Exp	(29,000)	(5,200)	(3,025)
E147151	Community Donations/Sponsorship	Exp	(3,500)	0	0
			(375,438)	(98,859)	(83,333)
Total Other Property & Services Income			109,077	26,540	21,820
Total Other Property & Services Expenditure			(391,074)	(143,453)	(132,905)
Total Income			5,835,905	3,512,344	3,514,608
Total Expenditure			(6,853,024)	(1,939,289)	(1,207,151)
Net Deficit (Surplus)			(1,017,119)	1,573,055	2,307,457



SHIRE OF WAGIN
STATEMENT OF PAYMENTS
FOR THE PERIOD ENDED 30 SEPTEMBER 2019

Payment	Date	Name	Description	Amount
Municipal Account List of Payments				
EFT Payments				
EFT8687	10/09/2019	Australian Services Union	Payroll deductions	(25.90)
EFT8688	10/09/2019	Shire Of Wagin - Staff Christmas Fund	Payroll deductions	(260.00)
EFT8689	10/09/2019	Shire Of Wagin Payroll Creditors	Payroll deductions	(180.00)
EFT8690	10/09/2019	Wagin Woodanilling Landcare Zone	Payroll deductions	(42.00)
EFT8699	12/09/2019	A G Brookes Excavations	Mulching 3.5km on Badgarning Road, Transport Steel Roller from Murdoch Road to Town	(8,690.00)
EFT8700	12/09/2019	AAA Asphalt Surfaces	1x Bulka Bag of Cold Mix, 2x Drums of Emulsion	(1,246.30)
EFT8701	12/09/2019	AMPAC Debt Recovery	Commissions and Costs for the Month of August 2019	(280.50)
EFT8702	12/09/2019	AI Antz Electrical	Check & Repair the Timer and Light Function on Stove - 5 Marks Court, Replace Double GPO at Rec Centre	(442.53)
EFT8703	12/09/2019	Alexander Galt And Co Pty Ltd	Hardware Supplies	(659.60)
EFT8704	12/09/2019	Australia Post	Postage - August 2019 (including Rates)	(1,166.05)
EFT8705	12/09/2019	Australian Taxation Office	July 2019 BAS	(23,600.00)
EFT8706	12/09/2019	Baileys Fertilisers	Soil Test - Sportsground Oval, 60x Bags Energy Helatised Chicken Manure & 75x Bags of 311 Granulated - Sportsground Oval	(3,070.10)
EFT8707	12/09/2019	Beaurepaires	Change Front Tyre - Komatsu Grader (P12), Battery - Tip Generator	(525.70)
EFT8708	12/09/2019	Betty Bubbles	Deposit for Performer Betty Bubbles - Xmas Street Carnival	(665.00)
EFT8709	12/09/2019	Boc Gases	R020D2 Oxygen, R020G Oxygen, R040G Dissolved Acetylene, R065E2 Argoshield, Container Service Charge 29/07/2019 - 28/08/2019	(60.14)
EFT8710	12/09/2019	Command A Com	Shire Administration Office, Works Depot, Rec Centre & Library - Phone and Fax Service	(521.73)
EFT8711	12/09/2019	Exurban	Town Planning Consulting Services - August 2019	(2,608.55)
EFT8712	12/09/2019	Great Southern Fuel Supply	Unleaded Fuel - Darkan HACC Vehicle	(48.16)
EFT8713	12/09/2019	Great Southern Waste Disposal	Management of Facility & Refuse Collection - August 2019	(22,434.73)
EFT8714	12/09/2019	IGA X-press	Public Convenience Supplies, Newspapers, Milk & Farewell Card for Nathan Cook	(482.48)
EFT8715	12/09/2019	JR & A Hersey Pty Ltd	Flashing Beacon - Mitsubishi Triton (P27), Workshop Safety Supplies, Round Sling	(1,024.38)
EFT8716	12/09/2019	Janelle Webb	Re-imburement for Police Clearance - HACC	(55.10)
EFT8717	12/09/2019	Kirsty Simkins	Reimbursement for 1x Uniform Jacket	(100.00)
EFT8718	12/09/2019	Landgate - Midland	Other DLI Invoices - August 2019	(104.80)
EFT8719	12/09/2019	Marleys Diesel & Ag	Sweeping Town Streets - July 2019	(4,851.00)
EFT8720	12/09/2019	Murray Williams	Reimbursement for Meals on Wheels	(100.00)
EFT8721	12/09/2019	Palace Hotel	Refreshments for Nathan Cook's Leaving BBQ, Refreshments for Council Meetings	(194.94)
EFT8722	12/09/2019	Quick Corporate	Stationary Order - September 2019	(276.74)
EFT8723	12/09/2019	Steve Taylor	Prepare and Attend Toolbox Meeting, Conduct Lifting Equipment and Working at Heights Equipment Inspection and Tagging and Update Register	(1,210.00)
EFT8724	12/09/2019	T-Quip	V Belt - Toro Mower (P43)	(186.45)
EFT8725	12/09/2019	Thomas Mangalavite	1,000m Gravel - Robinson Road	(1,220.00)
EFT8726	12/09/2019	Toll Express	Delivery Charges	(18.48)
EFT8727	12/09/2019	Visual Effects	Presentation Frame	(265.00)
EFT8728	12/09/2019	WA Contract Ranger Services Pty Ltd	Ranger Services 25/08/2019, 03/09/2019 & 05/09/2019	(1,215.50)
EFT8729	12/09/2019	WA Tool and Trade Supply Co	Workshop Supplies	(186.76)
EFT8730	12/09/2019	Wagin Bowling Club Inc	Reimbursement for Electricity Bill to 13 August 2019	(446.35)
EFT8731	12/09/2019	Wagin District Farmers Co-operative	Catering & Cleaning Supplies - August 2019	(630.59)
EFT8732	12/09/2019	Wagin Meats	Meat - Centre Based Day Care, Sausages - Nathan Cook's Farewell BBQ	(65.00)
EFT8733	12/09/2019	Wagin Mechanical Repairs	Inspection - Community Bus (P07), Oil & Air Filters - Isuzu Dmax (P04)	(350.65)
EFT8734	12/09/2019	Wagin Riding & Pony Club Inc	Contribution to Gymkhanarama 2019	(2,000.00)
EFT8735	12/09/2019	Wagin Truck Centre	Filters - Isuzu Dual Cab (P21), Fuse, Anderson Plug & Wiring - Mitsubishi Triton (P27)	(343.45)
EFT8736	12/09/2019	Wallis Computer Solutions	Agreement Fusion - Admin Office - September 2019, NBN - Admin Office, Library & Rec Centre - September 2019, Annual Billing 2019/2020 Agreement: ITS GOLD	(1,112.41)
EFT8737	12/09/2019	Waterman Irrigation	1x Base Standpipe Control System, 1x WI-SP- Standard- 50mm, 1x WI-Sp-Mains Power Option, 1x WI-Sp-Packing, 1x WI-Sp Swipe50 -50% payment	(8,742.25)
EFT8738	12/09/2019	Western Australian Local Government Association	LG Convention - Peter Webster, Bryan Kilpatrick, Greg Ball & Phillip Blight	(6,841.00)
EFT8742	12/09/2019	Telstra Damage Cost Recovery & Management	Damage to Telstra Property - Cnr Norring and Beaufort Road Wagin	(1,098.79)
EFT8743	19/09/2019	Brian Roderick	Reimbursement for Meals, Parking and Accomodation during LG Forum / PD, Reimbursement for Block Out Curtains for Shire Residence - 2 Ballagin Street	(793.55)
EFT8744	19/09/2019	Wagin Playgroup	Reimbursement for Purchase of Kindy Gym Equipment as per Council Budget	(1,025.20)
EFT8745	19/09/2019	Australian Services Union	Payroll deductions	(25.90)
EFT8746	19/09/2019	Shire Of Wagin - Staff Christmas Fund	Payroll deductions	(260.00)
EFT8747	19/09/2019	Shire Of Wagin Payroll Creditors	Payroll deductions	(180.00)
EFT8748	19/09/2019	Wagin Woodanilling Landcare Zone	Payroll deductions	(42.00)
EFT8749	19/09/2019	Harold John Bellingham	Supply and Deliver Morning Tea, Light Lunch & Afternoon Tea for 20 People - SES	(600.00)
EFT8750	23/09/2019	Business Base WA	12x Tub Chairs and 2x Sofas - Rec Centre	(4,786.00)
EFT8761	26/09/2019	Acorn Trees & Stumps	Stump Grinding for Street Trees	(1,402.00)
EFT8762	26/09/2019	AI Antz Electrical	Reconnection of Power Points and Replacement of Office Lights at the SES Depot including Materials, Install Power Point at Automatic Doors - Doctors Surgery	(573.73)

Payment	Date	Name	Description	Amount
EFT8763	26/09/2019	Alexander Galt And Co Pty Ltd	Hardware Supplies	(227.70)
EFT8764	26/09/2019	Australian Taxation Office	August 2019 BAS	(25,282.00)
EFT8765	26/09/2019	Beaurepaires	Repair Rear Tyre - Isuzu Dmax (P04)	(30.00)
EFT8766	26/09/2019	Best Office Systems	Photocopier Charges MP.C4504 20/08/2019 - 20/09/2019	(2,260.45)
EFT8767	26/09/2019	Big Sky Entertainment	Deposit for Guerilla Granny Street Entertainer - Xmas Street Carnival	(825.00)
EFT8768	26/09/2019	Bitutek Pty Ltd	3x 205L Drums of Emulsion	(693.00)
EFT8769	26/09/2019	Chubb Security Australia	Monitor Dialler - Medical Center & Administration Office	(314.60)
EFT8770	26/09/2019	Down To Earth Training & Assessing	Traffic Refresher, Basic Worksite Traffic Management & Traffic Control (including Assessor Accommodation, Meals and Travel)	(6,759.35)
EFT8771	26/09/2019	Halanson Earthmoving	Supply of Grader - Murdoch Road	(3,872.00)
EFT8772	26/09/2019	LG Assist Pty Ltd	Local Government Employment - Chief Executive Officer 13/08/2019 Website Advertisement	(330.00)
EFT8773	26/09/2019	Liberty Oil Australia Pty Ltd	8000L Diesel, 2000L Unleaded	(13,710.60)
EFT8774	26/09/2019	Narrogin Carpet Court	Floor Prep for Flooring - SES, Supply & Install Pryzm Flooded Gum - SES Room	(1,705.00)
EFT8775	26/09/2019	Narrogin Pumps Solar And Spraying	12V Diesel Pump - Isuzu Dual Cab (P21)	(229.57)
EFT8776	26/09/2019	Narrogin Technology Solutions	1x Epson Ink - CEO's Printer	(28.00)
EFT8777	26/09/2019	Peter Webster	Reimbursement for Filter for Dishwasher - CEO House	(48.59)
EFT8778	26/09/2019	Quick Corporate	Stationary Order - September 2019	(238.95)
EFT8779	26/09/2019	Toll Express	Delivery Charges	(10.73)
EFT8780	26/09/2019	Trevor Brandy	EHO Utility Allowance - August & September 2019	(500.00)
EFT8781	26/09/2019	WA Contract Ranger Services Pty Ltd	Ranger Services 12/09/2019 & 17/09/2019	(935.00)
EFT8782	26/09/2019	WA Country Health Service - Wheatbelt	Main Meals and Sweets Supplied July & August 2019	(1,386.00)
EFT8783	26/09/2019	Wagin District Farmers Co-operative	2x Bins - SES	(53.80)
EFT8784	26/09/2019	Wagin Mechanical Repairs	Service - HACC Coordinators Vehicle (P80)	(242.30)
EFT8785	26/09/2019	Wagin Plumbing	Connection of Gas Oven and New Kitchen - SES Depot	(1,362.90)
EFT8786	26/09/2019	Wagin Truck Centre	Seal - Isuzu Tip Truck (P14), 20L Degreaser	(255.45)
EFT8787	26/09/2019	Wallis Computer Solutions	Install 19 Rack Cabinet Shelving - Administration Office	(1,162.28)
EFT8788	26/09/2019	Western Australian Local Government Association	2019 Local Government Election Complete Electoral Advertising Program.	(1,265.00)
EFT Payments Total				(173,065.76)
Cheque Payments				
5225	12/09/2019	Department Of Transport	12 Months Registration - Komatsu Loader (P11), 12 Months Registration - Community Bus (P07)	(558.95)
5226	12/09/2019	Elders Rural Services Australia Limited	2x Gleen - Townsite Spraying	(158.40)
5227	12/09/2019	Shire Of Wagin	HACC Petty Cash	(145.40)
5228	12/09/2019	Synergy	Electricity Usage	(7,920.05)
5230	12/09/2019	Water Corporation	Various Shire Water Bills August - September 2019	(442.79)
5231	12/09/2019	Telstra	Admin Office Phones, Faxes and Staff Mobiles - August 2019	(1,616.88)
5232	19/09/2019	Shire Of Wagin	Shire Petty Cash	(72.75)
5233	25/09/2019	Robert Gordon Clark	Rates Refund for Assessment A22 64 TUDHOE ST WAGIN 6315	(839.14)
5234	26/09/2019	Kleenheat Gas	2x 45kg Cylinders - Infant Health Centre, 2x 45kg Cylinders - 2 Ballagin Street, 2x 45kg Cylinders - Caravan Park	(205.14)
5235	26/09/2019	Synergy	Electricity Usage	(1,767.11)
5236	26/09/2019	Water Corporation	Various Shire Water Bills August - September 2019	(10,291.78)
5237	26/09/2019	Alec Charles Lynch	Rates Refund for Assessment A1057 13 UMBRA ST WAGIN 6315	(531.79)
5238	26/09/2019	Ian John Young	Rates Refund for Assessment A1503 L807 BEAUFORT ST WAGIN 6315	(455.60)
5239	26/09/2019	KL & WE Husa	Rates Refund for Assessment A1945 76 UNICORN ST WAGIN 6315	(580.77)
5240	26/09/2019	Robert Maxwell Kelly	Rates Refund for Assessment A1062 92 UPLAND ST WAGIN 6315	(412.06)
5241	26/09/2019	Rosemary Murray Carlisle	Rates Refund for Assessment A506 14 OMDURMAN ST WAGIN 6315	(471.92)
Cheque Totals				(26,470.53)
Direct Debit Payments				
DD3385.7	25/09/2019	Western Australian Treasury Corporation	Loan Repayment 137 March 2019	(1,907.86)
DD3547.1	5/09/2019	Walgs	Payroll deductions	(5,389.00)
DD3547.2	5/09/2019	CBUS Superannuation	Superannuation contributions	(181.26)
DD3547.3	5/09/2019	Prime Super	Superannuation contributions	(403.30)
DD3547.4	05/09/2019	Bt Super	Payroll deductions	(670.60)
DD3547.5	05/09/2019	Macquarie Super	Superannuation contributions	(212.87)
DD3547.6	05/09/2019	Oneanswer Personal Super	Superannuation contributions	(118.56)
DD3547.7	05/09/2019	Rest Administration	Superannuation contributions	(809.15)
DD3547.8	05/09/2019	Hesta Super Fund	Superannuation contributions	(300.09)
DD3547.9	05/09/2019	Australian Super Administration	Superannuation contributions	(672.92)
DD3582.1	19/09/2019	Walgs	Payroll deductions	(5,174.01)
DD3582.2	19/09/2019	Sunsuper	Superannuation contributions	(50.75)
DD3582.3	19/09/2019	CBUS Superannuation	Superannuation contributions	(84.42)
DD3582.4	19/09/2019	Bt Super	Payroll deductions	(670.60)
DD3582.5	19/09/2019	Macquarie Super	Superannuation contributions	(211.29)
DD3582.6	19/09/2019	Oneanswer Personal Super	Superannuation contributions	(232.56)
DD3582.7	19/09/2019	Rest Administration	Superannuation contributions	(874.43)
DD3582.8	19/09/2019	Hesta Super Fund	Superannuation contributions	(256.27)
DD3582.9	19/09/2019	Australian Super Administration	Superannuation contributions	(702.02)
DD3607.1	4/09/2019	Department Of Transport	Daily Licensing Takings 02/09/2019	(4,186.70)
DD3607.2	13/09/2019	Department Of Transport	Daily Licensing Takings 11/09/2019	(1,957.10)
DD3607.3	16/09/2019	Department Of Transport	Daily Licensing Takings 12/09/2019	(2,272.00)
DD3607.4	17/09/2019	Department Of Transport	Daily Licensing Takings 13/09/2019	(2,853.80)
DD3607.5	18/09/2019	Department Of Transport	Daily Licensing Takings 16/09/2019	(4,426.75)
DD3607.6	19/09/2019	National Australia Bank	NAB Connect Fee	(61.98)
DD3607.7	19/09/2019	Department Of Transport	Daily Licensing Takings 17/09/2019	(3,455.20)
DD3607.8	20/09/2019	IntegraPay Pty Ltd	Synergy On Line Transaction Fees	(97.95)
DD3607.9	20/09/2019	Department Of Transport	Daily Licensing Takings	(1,405.25)
DD3547.10	05/09/2019	Matrix Superannuation	Superannuation contributions	(115.47)
DD3547.11	05/09/2019	Hostplus	Superannuation contributions	(197.62)
DD3547.12	05/09/2019	Mlc Superannuation	Superannuation contributions	(323.81)

Payment	Date	Name	Description	Amount
DD3547.13	05/09/2019	North Personal Superannuation	Superannuation contributions	(227.34)
DD3547.14	05/09/2019	Sunsuper	Superannuation contributions	(51.34)
DD3548.19	02/09/2019	Department Of Transport	Daily Licensing Takings 29/08/2019	(1,774.50)
DD3548.20	03/09/2019	Department Of Transport	Daily Licensing Takings 30/08/2019	(3,252.15)
DD3582.10	19/09/2019	Matrix Superannuation	Superannuation contributions	(76.31)
DD3582.11	19/09/2019	Prime Super	Superannuation contributions	(459.73)
DD3582.12	19/09/2019	Hostplus	Superannuation contributions	(197.62)
DD3582.13	19/09/2019	Mlc Superannuation	Superannuation contributions	(584.38)
DD3582.14	19/09/2019	North Personal Superannuation	Superannuation contributions	(231.32)
DD3607.10	23/09/2019	Department Of Transport	Daily Licensing Takings 19/09/2019	(4,594.55)
DD3607.11	24/09/2019	Department Of Transport	Daily Licensing Takings 20/09/2019	(2,918.80)
DD3607.12	05/09/2019	Department Of Transport	Daily Licensing Takings 03/09/2019	(607.60)
DD3607.13	24/09/2019	Western Australian Treasury Corporation	Loan Repayment 137 September 2019	(1,907.86)
DD3607.14	25/09/2019	Classic Finance Pty Ltd	Photocopier Lease Payment September 2019	(222.20)
DD3607.15	25/09/2019	Department Of Transport	Daily Licensing Takings 23/09/2019	(6,330.25)
DD3607.16	26/09/2019	Department Of Transport	Daily Licensing Takings 24/09/2019	(3,931.90)
DD3607.17	27/09/2019	Department Of Transport	Daily Licensing Takings 25/09/2019	(13,530.90)
DD3607.18	27/09/2019	IntegraPay Pty Ltd	Synergy On Line Transaction Fees	(599.59)
DD3607.19	30/09/2019	National Australia Bank	Monthly Package Fee	(10.00)
DD3607.23	06/09/2019	Department Of Transport	Daily Licensing Takings 04/09/2019	(1,824.00)
DD3607.24	06/09/2019	IntegraPay Pty Ltd	Synergy On Line Transaction Fees	(90.07)
DD3607.25	09/09/2019	Department Of Transport	Daily Licensing Takings 05/09/2019	(1,993.40)
DD3607.26	10/09/2019	Department Of Transport	Daily Licensing Takings 06/09/2019	(4,852.40)
DD3607.27	11/09/2019	Department Of Transport	Daily Licensing Takings 09/09/2019	(1,892.55)
DD3607.28	12/09/2019	Department Of Transport	Daily Licensing Takings 10/09/2019	(3,112.05)
DD3607.29	13/09/2019	IntegraPay Pty Ltd	Synergy On Line Transaction Fees	(74.78)
Direct Debit Payments				(95,623.18)
Municipal Account List of Payments Total				(295,159.47)
Trust Account List of Payments				
EFT Payments				
EFT8691	10/09/2019	Amy Miller	COMMUNITY GYM KEY BOND REFUND	(30.00)
EFT8692	10/09/2019	Gregory Hamblin	ANIMAL TRAP BOND REFUND	(25.00)
EFT8693	10/09/2019	Jamie Miller	COMMUNITY GYM KEY BOND REFUND	(30.00)
EFT8694	10/09/2019	Kade Benjamin Storer	COMMUNITY GYM KEY BOND REFUND	(30.00)
EFT8695	10/09/2019	Kerry Lynne Webb	COMMUNITY GYM KEY BOND REFUND	(30.00)
EFT8696	10/09/2019	Kristina Praetz	COMMUNITY GYM KEY BOND REFUND	(30.00)
EFT8697	10/09/2019	Sean Ward	COMMUNITY GYM KEY BOND REFUND	(30.00)
EFT8698	10/09/2019	Sonia Jones	COMMUNITY GYM KEY BOND REFUND	(30.00)
EFT8739	12/09/2019	Hannah George	COMMUNITY GYM KEY BOND REFUND	(30.00)
EFT8740	12/09/2019	Luke Marley	COMMUNITY GYM KEY BOND REFUND	(30.00)
EFT8741	12/09/2019	Suzanne Rowe	COMMUNITY GYM KEY BOND REFUND	(60.00)
EFT8751	26/09/2019	Annette Baker	COMMUNITY GYM KEY BOND REFUND	(30.00)
EFT8752	26/09/2019	Brendan Adams	COMMUNITY GYM KEY BOND REFUND	(30.00)
EFT8753	26/09/2019	Dennis Cooper	COMMUNITY GYM KEY BOND REFUND	(30.00)
EFT8754	26/09/2019	Drew Bartram	COMMUNITY BUS BOND REFUND	(150.00)
EFT8755	26/09/2019	Kahli Painter	COMMUNITY GYM KEY BOND REFUND	(30.00)
EFT8756	26/09/2019	Melanie Joy English	COMMUNITY GYM KEY BOND REFUND	(30.00)
EFT8757	26/09/2019	Melissa Ogilvie	COMMUNITY GYM KEY BOND REFUND	(30.00)
EFT8758	26/09/2019	Samantha Stephens	COMMUNITY GYM KEY BOND REFUND	(30.00)
EFT8759	26/09/2019	Shane Dawson	COMMUNITY GYM KEY BOND REFUND	(30.00)
EFT8760	26/09/2019	Tracy Davidson	COMMUNITY GYM KEY BOND REFUND	(30.00)
EFT Payments Total				(775.00)
Cheque Payments				
2513	10/09/2019	Construction Training Fund (CTF)	BCITF AUGUST 2019 APP # 99810 GARY DOB	(61.75)
2515	12/09/2019	Trevor Lindsay Patterson	COMMUNITY BUS BOND REFUND	(150.00)
2516	19/09/2019	Shire Of Wagin	BCITF AUGUST 2019 APP # 99810 GARY DOB	(8.25)
Cheque Payments Total				(220.00)
Trust Account List of Payments Total				(995.00)
Credit Card List of Payments				
Chief Executive Officer - Peter Webster				
Credit Card	15/08/2019	Wagin District Club	Drinks Staff Function	(3.20)
Credit Card	16/08/2019	Wagin District Club	Drinks Staff Function	(316.80)
Credit Card	16/08/2019	Kobeliro Pty Ltd - Mangos	Catering costs for staff function	(210.00)
Credit Card	3/09/2019	Westnet	Internet Library, Depot and CEO residence	(227.72)
Credit Card	13/09/2019	NAB	Card Fee	(9.00)
Chief Executive Officer - Peter Webster Total				(766.72)
Deputy Chief Executive Officer - Brian Roderick				
Credit Card	22/08/2019	Frasers Hotel Perth	HACC - Accommodation for Manager to attend training	(222.29)
Credit Card	2/09/2019	TryBooking	Bank Error to be reimbursed	(195.50)
Credit Card	4/09/2019	Fuel Distributors Wagin	SES Fuel Purchase	(36.35)
Credit Card	10/09/2019	Officeworks	Admin Stationery	(245.52)
Credit Card	12/09/2019	Booktopia Pty Ltd	Book order for Library	(40.45)
Credit Card	13/09/2019	NAB	Card Fee	(9.00)
Deputy Chief Executive Officer - Brian Roderick Total				(749.11)
Manager of Works - Allen Hicks				
Credit Card	16/08/2019	Shire of Wagin	Staff Licence	(44.05)
Credit Card	16/08/2019	Heartlands Veterinary	Supplies for Pound	(262.50)
Credit Card	23/08/2019	ACB United Pty Ltd	Charged by Supplier in error - to be refunded	(1,112.21)
Credit Card	23/08/2019	ACB United Pty Ltd	Replacement parts for Loader - Air Filters	(433.00)
Credit Card	29/08/2019	NAB Chargeback	Refund for fraudulent transactions	787.10
Credit Card	29/08/2019	NAB Chargeback	Refund for fraudulent transactions	782.52
Credit Card	6/09/2019	Bunnings Pty Ltd	Minor Cleaning Equipment	(141.92)
Credit Card	13/09/2019	NAB	Card Fee	(9.00)
Manager of Works - Allen Hicks Total				(433.06)

Payment	Date	Name	Description	Amount
Manager of Finance - Tegan Hall				
Credit Card	16/08/2019	Aussie Broadband	Internet Charges - Rec Centre, Admin Building	(290.00)
Credit Card	13/09/2019	NAB	Card Fee	(9.00)
Manager of Finance - Tegan Hall Total				(299.00)
Credit Card List of Payments Total				(2,247.89)



12. REPORTS OF OFFICERS

12.1 WORKS AND SERVICES REPORT – SEPTEMBER 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:	18 th October 2019
PREVIOUS REPORT(S):	18 th September 2019
DISCLOSURE OF INTEREST:	Nil
FILE REFERENCE:	Nil
ATTACHMENTS:	Plant Report

CONSTRUCTION CREW:

Clear, widen and form 5.4km section of Sprigg Fraser Road, from Noble Road to Carberdine Pool Road.

Gravel sheet 900m section of Andrews Road – blow outs on boundary end.

Contractor clearing works

- 5.7km section of Sprigg Fraser Road, south of Carberdine Pool Road
- 3.17km section of Taylor Road, west of Beaufort Road
- 2.53km section of Lime Lake West Road, east of Andrews Road
- 2.70km section of Andrews Road, south of Lime Lake West
- 2.86km section of Warup South Road, north of Beaufort Road

UPCOMING WORKS:

Dongolocking Road verge clearing, ready for seal work.

Jaloran Road verge clearing, ready for seal work.

Contractor clearing works

- 3.40km section of Nelson Road, south of Ballagin Road
- 2.50km section of Chester Road, south of Bullock Hills Road

ROAD MAINTENANCE:

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

Patching of sealed roads has commenced.

TOWN MAINTENANCE:

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

Skirting of town trees has commenced.

PLANT / MACHINERY:

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

COUNCILLOR'S INFORMATION

Rural Towns Production Bore Reports:
Nalder Street water level 11.2 metres
Victor Street water level 11.2 metres
Warwick Street water level 8.3 metres

The Shire advertised for a Towns Person / Plant Operator, the position has been appointed to Chris Woodhouse.

We have employed Jarrod Chamberlain as a Truck Driver / Plant Operator, this position replaces Jim Praetz as he will be staying on as the Building Maintenance Officer.

CONSULTATION / COMMUNICATION:

Nil

STATUTORY / LEGAL IMPLICATIONS:

Nil

POLICY IMPLICATIONS:

Nil

FINANCIAL IMPLICATIONS:

Nil

STRATEGIC IMPLICATIONS:

Nil

VOTING REQUIREMENTS:

Simple Majority

4131 OFFICERS RECOMMENDATION & COUNCIL DECISION

Moved: Cr. G R Ball

Seconded: Cr. J P Reed

That Council receive the Manager of Works Officer report for the month of September 2019.

Carried 10/0

PLANT REPORT				Sep-19		
PLANT	OPERATOR	PURCHASE DATE	KM / HOURS	.	REGO	COMMENTS
ISUZU D-MAX WAGON P-01	P WEBSTER	9/06/2017	70,800	70,000	W.1	
ISUZU D-MAX WAGON P-02	B RODERICK	1/11/2018	21,530	25,000	W.001	
ISUZU D MAX P-04	A HICKS	30/06/2017	65,445	70,000	W.1008	
MAZDA CX5 - P-05	P VAN MARSEVEEN	15/03/2018		40,000	W.1479	
HOLDEN COMMODORE P-08	T BRANDY	6/11/2018	36,435	40,000	W.10000	
WCM LOADER P-09	REFUSE SITE	30/06/2012	2,988		W.10292	
KOMATSU GRADER P-10	S DESOUZA	20/10/2014	5,403	5,500	W.284	
KOMATSU LOADER P-11	D HOYSTED	21/03/2018	1,706	2,000	W.10707	
KOMATSU GRADER P-12	J LYDEKER	15/01/2019	767	750	W.041	Service Due
ISUZU TRUCK P-14	VARIOUS	27/03/2007	289,094	295,000	W.1002	
BOMAG ROLLER P-15	B DAVIES	3/01/2008	8,677	8,800	W.7862	
ISUZU TRUCK P-16	VARIOUS	19/10/2010	62,948	70,000	W.1012	
TORO MOWER P-18	M TITO	25/09/2009	1,600	1,650	W.9630	
VIB ROLLER P-19	VARIOUS	3/01/2008	1,518	1,540	W.841	
JOHN DEERE P-20	VARIOUS	9/02/2006	3,581	3,750	W.9618	
ISUZU P-21	J LYDEKER	17/03/2017	43,835	57,000	W.676	
JOHN DEERE P-22	E WALLAS	10/08/2016	291	300	W.487	
TOYOTA UTE P-24	T SIMMS	16/09/2010	107,669	110,000	W.1010	
TOYOTA UTE P-25	E WALLAS	16/09/2010	95,777	100,000	W.1001	
TRITON UTE P-26	M TITO	14/11/2014	55,066	60,000	W.1022	
TRITON UTE P-27	J PRAETZ	6/11/2014	66,320	75,000	W.1007	
MAHINDRA P-38	L STANBRIDGE	21/01/2016	48,278	50,000	W.1044	
BOBCAT P-39	VARIOUS	17/09/2013	3,106	3,250	W.10553	
ISUZU TRUCK P-40	S HISKINS	29/03/2019	10,840	20,000	W.437	
ISUZU TRUCK P-42	D HOYSTED	6/02/2014	150,352	160,000	W.1015	
TORO MOWER P-43	M TITO	12/09/2013	864	850		Service Due
CAT BACKHOE P-47	VARIOUS	21/09/2015	4,790	4,750	W.10552	Service Due
TENNANT SWEEPER P-48	J PRAETZ	16/10/2015	1,969	2,000	W.10554	
MULTIPAC ROLLER P-49	B DAVIES	9/01/2017	1,690	2,000	W.860	
TOYOTA UTE P-50	VARIOUS	15/12/2017	19,110	20,000	W.924	
FORKLIFT P-51	VARIOUS		16,294	30/11/2019	W.10729	
TOYOTA UTE P-85	S DESOUZA	20/08/2010	108,972	110,000	W.863	
ATV MOTORBIKE P-92	VARIOUS	30/06/2010	655	1,000	W.026	

Note: Cr L A Lucas declared a financial interest in this report and left the meeting at 7.57 pm

12.2 ENVIRONMENTAL HEALTH OFFICER / BUILDING SURVEYORS REPORT – SEPTEMBER 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:	10 th October 2019
PREVIOUS REPORT(S):	17 th September 2019
DISCLOSURE OF INTEREST:	Nil
FILE REFERENCE:	N/A
ATTACHMENTS:	Nil

BRIEF SUMMARY:

Development Report – September 2019

BACKGROUND/COMMENT:

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

Development Applications:

BUILDING PERMITS

Permit No.	Owner	Builder	Location	Description	Value	Fees
99746	Todd Russell	Owner	46 Ventor Street	Steel Framed Carport/seacontainer	\$1,600	\$105.00
99814	D Alessi	Owner	20 Johnston Street Wagin	Steel Framed Shed	\$12,000	\$105.00
99757	T Haddleton	D Spencer	76 Unicorn Street Wagin	Steel Framed Shed	\$19,000	\$105.00
99813	D Sercombe	A Scardetta	Lot 657 Bolts Road	Steel Framed Dwelling	\$374,000	\$710.60
99815	P Dennett	A Scardetta	75 Omdurman Street	Steel Framed Dwelling Ext	\$19,500	\$105.00

BUILDING FINALS (BA7)

6 TRAVERSE STREET – Disabled Access to Porch/Front Door

CERTIFICATES OF OCCUPANCY

Nil

Expiry of works Order on 13 Traverse Street, Wagin

Councils Health/Building Officer placed a works order on the above mentioned property under section 3.25 of the Local Government Act to remove disused materials from the verge and associated lot within a month, the time given has now expired.

Phone conversations with the two nominated owners on the rates notice has concluded with the two vehicles being removed from verge and a further request from myself to pursue the tenants to remove the remainder of the material to comply with the order.

A report on the events will be forthcoming in the November Agenda.

Expiry of Demolition Order 16 Traverse Street

At time of writing this report, the Demolition Order (BA21) issued under the Building Act had just expired with no movement on the site. Council staff will personally visit the owner prior to next Council meeting to discuss their options.

Health**Updating Occupancy Certificate for Public Buildings**

To assist Councils Emergency Management Plan Occupancy Certificates are being refreshed to indicate the allowable number of persons within a premises at any one time.

The allowable number of persons is worked on the number of ablution facilities, exit numbers, ventilation and floor area. Once the number is calculated a Certificate signed by either the Environmental Health Officer or Chief Executive Officer is then displayed in a conspicuous position.

Air Bed and Breakfast and Short-Term Accommodation.

To gain a level of control over where Air B+B's and Short Term Accommodation facilities are popping up staff are gathering a list of existing premises that are actively advertising on air B+B site (currently 7 at this stage). Due to the change of use, the Town Planning Scheme is now brought into play, with Councils Health Local Laws providing legislation on crowding, smoke alarms and emergency procedures.

There will be a requirement for any new Short-Term Accommodation application to apply for Council approval prior to commencing.

POLICY IMPLICATIONS:

Nil

FINANCIAL IMPLICATIONS:

Associated Building and Health Fees

STRATEGIC IMPLICATIONS:

Nil

VOTING REQUIREMENTS:

Simple

4132 OFFICERS RECOMMENDATION & COUNCIL DECISION

Moved: Cr. G K B West

Seconded: Cr. B S Hegarty

That Council receive the Environmental Health Officer / Building Surveyors Report for the month of September 2019.

Carried 9/0

Note: Cr L A Lucas returned to the meeting at 8.00 pm



12.3 DEPUTY CHIEF EXECUTIVE OFFICERS REPORT – SEPTEMBER 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:	17 th October 2019
PREVIOUS REPORT(S):	19 th September 2019
DISCLOSURE OF INTEREST:	Nil
FILE REFERENCE:	N/A
ATTACHMENTS:	Nil

BRIEF SUMMARY:

The following report details the activities that fall under the control of the DCEO in the month of September 2019.

SPORTSGROUND DEVELOPMENT:

The consultants are in the final stages of the Master plan and our finalising the cost of each element of the plan options. They are presenting the final options to Council on Thursday 31st October at 4.30pm. It is then proposed to hold a final workshop session with the community that same day at 6.30pm.

CORPORATE SERVICES:

Finance and Audit

Butler Settineri, on behalf of the Office of Auditor General, conducted the annual audit at the Shire Office on the 7th to the 9th October. The Annual Financials for 2018/2019 is still being finalised with the auditors, this process will continue until early December where the report will be presented to the Audit Committee and Council for adoption at the December Council meeting.

Finance and General Purposes Committee

A Finance and General Purposes Committee meeting has been scheduled for the 6th November to look at changes to Finance Policies in line with Audit recommendations and new accounting standards.

Council Elections

Staff have commenced the process of conducting an extra-ordinary election to fill the one vacant position. The advertising process and costs are being shared with the Shire's of Williams, Dumbleyung and Wandering. The nomination period is set for 4th to the 11th December. If an election is required, this will be held on Friday the 17th January 2020.

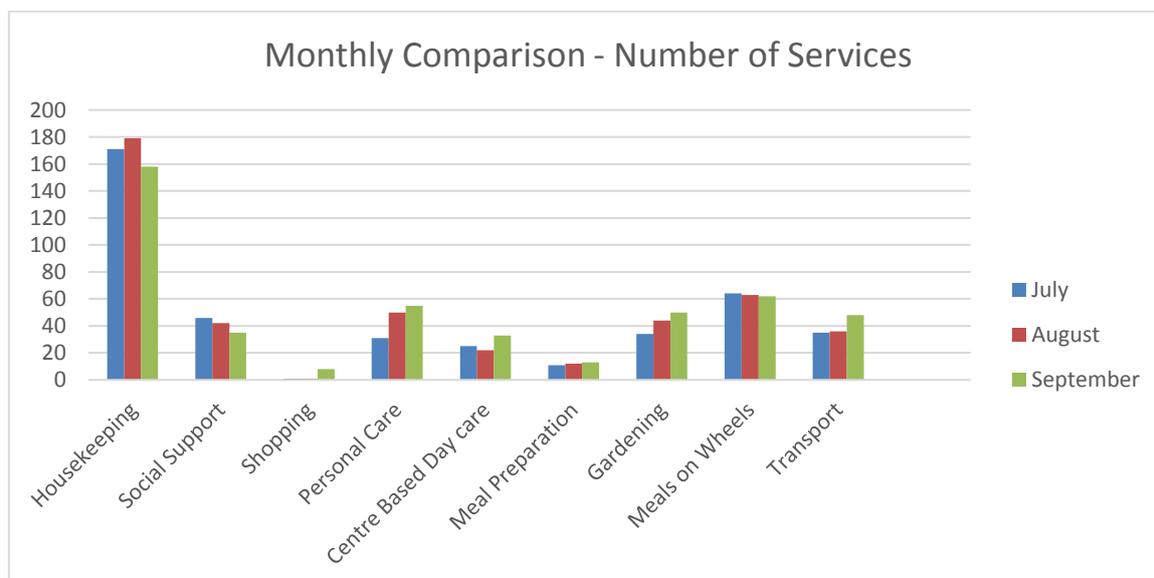
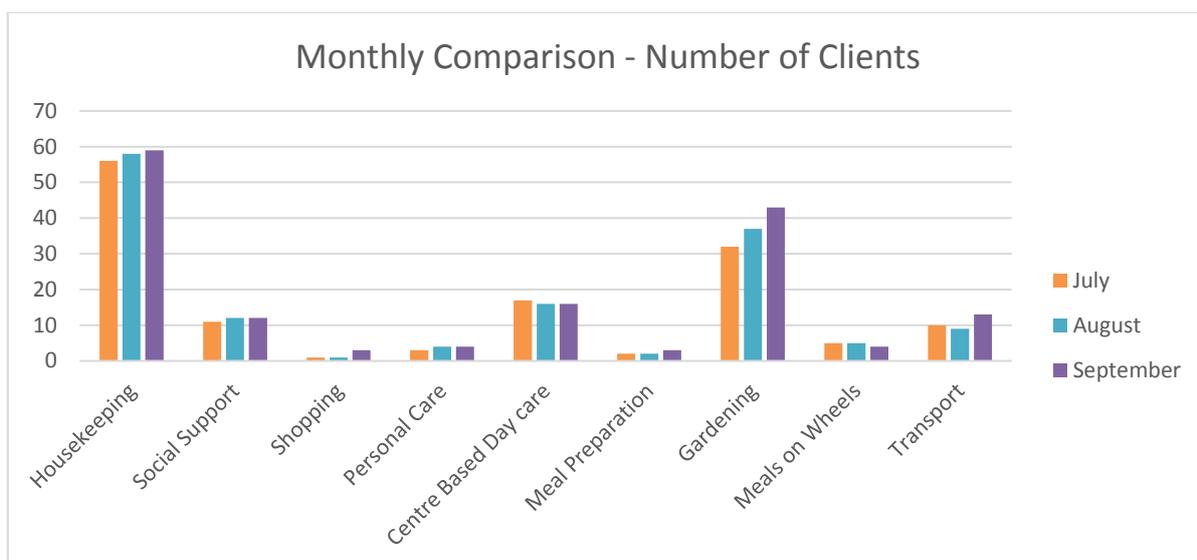
AGED CARE:

HEMOCARE REPORT SEPTEMBER 2019

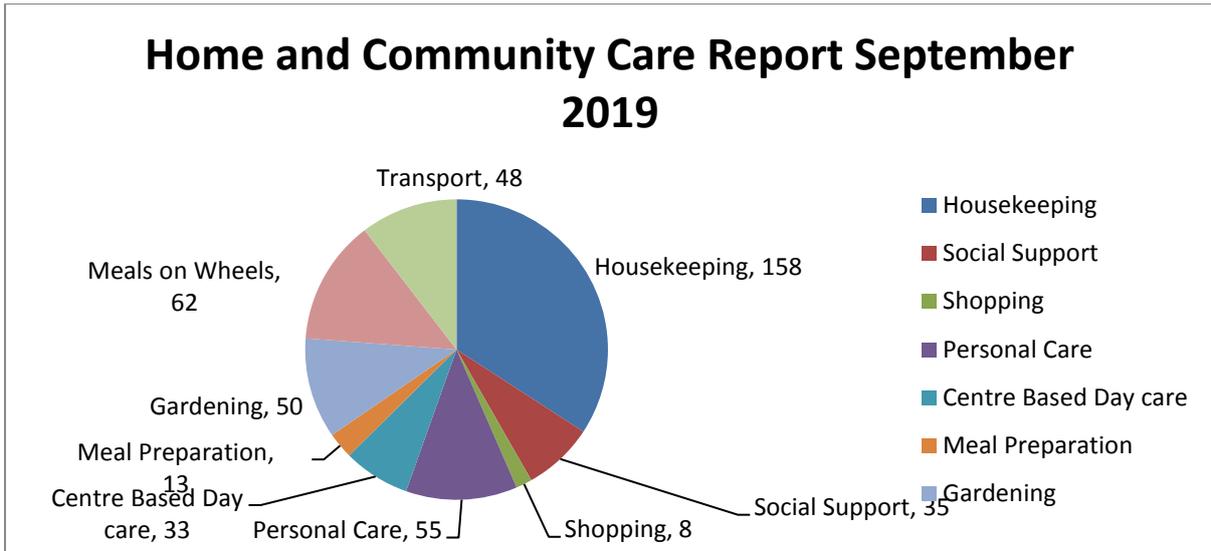
CLIENTS:

83 clients received one or more services for September:

Service	Number of Clients
Housekeeping	59
Social Support	12
Shopping	3
Personal Care	4
Centre Based Day care	16
Meal Preparation	3
Gardening	43
Meals on Wheels	4
Transport	13



HOME AND COMMUNITY CARE - MDS FOR SEPTEMBER 2019



TOWNSCAPE:

A meeting has been scheduled for the 13th November to look at the Wetlands Park Playground Development landscape architect design plan proposals and quotations. Also, to discuss and recommend an electronic information sign to Council to progress this project.

New plantings have continued with new street tree themes and continued work at the Wetlands Park, Shire Office garden and Library garden. Major pond plantings and landscape works will be undertaken in March / April next year.



TOURISM AND PROMOTION:**October Shire Facebook Report**

10/10/2019

The Facebook page has posted 15 times since the last report in September with the biggest audience award being the Wagin Pool Opening Flyer – with 1076 people viewing the post

- Ram Sale Flyer – 16th September – 264 people
- Dept Sport & Rec Flyer – 17th September – 317 people
- Community Gym Video – 19th August – 342 people
- The Flaming Galahs Flyer – 20th September – 522 people
- Movie Flyer – 23rd September – 450 people
- Street Smart Handbook Notice – 25th September – 375 people
- Restricted Burning Period change – 26th September – 470 people
- Meals on Wheels Morning tea – 1st October – 596 people
- Kids Sports day – 2nd October - 577 people
- Garage Sale Trail banner – 4th October – 342 people
- Movie Flyer – 7th October – 283 people
- Pool Opens Flyer – 8th October – 1076 people
- Flaming Galahs updated flyer – 8th October – 377 people
- Dry Season Survey – 9th October – 305people
- Sports Precinct Notice – 10th October – 617 people

Our total page “likes” is at 1115.

To compare our likes to other shire pages:

- Wickepin – 734
- Williams – 402
- Kondinin – 326
- Lake Grace – 496
- Kojonup – 890

Wagin Woolorama Page remains at 2200 likes.

RECREATION AND CULTURE:**Library Report: September and October 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:

- Thank you to Donna for the large extendable duster for the library.
- Borrower membership of the Wagin Library & Gallery has now reached 1009.
- We are holding book sales during the week as well. Three to four times a week.

Library Events:

- Book sale will be held in the Wagin Library & Gallery on the Saturday October 12th.
- Scavenger Hunt for the children will be ongoing.
- Library Detective for the children will be on going.
- I Spy for the children will be ongoing.
- Fun Spelling bee will be ongoing.

- Garage Sale Trail Saturday 19th October 10am to 12pm.
- Lucky Dip will be ongoing.

Library Regular Activities:

- WLG Book Club was held on Saturday September 14th. The next Book Club afternoon will be held on Saturday October 12th.
- Waratah Lodge regular readers' weekly exchange of books, DVDs, etc. is ongoing.
- Wagin Hospital Homebound visiting program available as required.
- Friends of the Wagin Library & Gallery meeting was held on the September 26th. Our next meeting will be held on October 24th.

Library Statistics:

- 1 new borrower at the library during this reporting period;
- 370 patron visits for September October reporting period;
- 13 successful inter-library loan requests for items from Wagin Library & Gallery patrons;
- 11 inter-library loan requests from other public libraries throughout WA for our items; 1 not supplied.
- 25 requests for information searches undertaken for Wagin library patrons by library staff;
- 4 public access computer user/s; 2 Wi Fi users. Patrons and visitors are now being notified that public access computer able to be used when needed.
- 29 community members enjoyed free tea or coffee in the library;
- 11 community members and library patrons spent time reading and relaxing in the library.
- 31 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:

- Book Sales held weekly.
- Scavenger Hunt will be ongoing.
- I Spy will be ongoing.
- Library Detective will be ongoing.
- Fun Spelling Bee will be ongoing.
- Garage Sale Trail will be held on 19th October from 10am to 12pm.
- Lucky Dip will be ongoing.

Swimming Pool

The new Swimming Pool Manager, Kim Hough, is busy preparing the pool and surrounds for the opening of the season. The opening day is set for Saturday 26th October, this will include a sausage sizzle to kick the new pool season off.

Recreation Centre Report

Winter sports are now finished, it was a busy time at the Wagin Recreation Centre over this period. Netball over the last month providing good numbers with juniors and seniors. The club was represented well in the finals for 2019. School country week training also frequented the centre twice a week. Yoga also continued twice a week. Tennis with Megan continues with good numbers and now moving in for more time slots, sometimes 4 or 5 times a week. School holiday activities with 4 different sessions also took place involving basketball, tennis, dance

and Noongar sports. All in all the Recreation Centre is being used most days of the week which is most pleasing. Terry Anthony filled in for me whilst I was away and did a good job opening the centre.

- Tennis most days of the week
- Yoga twice a week
- Fitness Classes twice a week at times
- Stay on your feet every Monday morning
- Wagin Trots

Sep-19		Junior Netball	Senior Netball	Fitness Class	Yoga	Country Week Training	Tennis
2/09/2019	Monday				5	20	
3/09/2019	Tuesday						
4/09/2019	Wednesday	50	35				
5/09/2019	Thursday					14	
6/09/2019	Friday						
9/09/2019	Monday					20	
10/09/2019	Tuesday			10			
11/09/2019	Wednesday	10	20		5		
12/09/2019	Thursday					16	
13/09/2019	Friday						
16/09/2019	Monday				4	16	
17/09/2019	Tuesday						
18/09/2019	Wednesday		20				30
19/09/2019	Thursday					14	
20/09/2019	Friday						
23/09/2019	Monday				4		
24/09/2019	Tuesday						
25/09/2019	Wednesday						30
26/09/2019	Thursday						
27/09/2019	Friday						
30/09/2019	Monday						
TOTALS		60	75	10	18	100	60
				323			

Community Events

Monty Cotton – The Flaming Galahs

Shire Staff have been in contact with Monty Cotton – of the ‘A Boy named Cash’ show – regarding coming back to Wagin to perform his latest show, The Flaming Galahs.



It's a show based on Australian music past and present, including a couple of Johnny Cash songs as a lot of people expect that, finishing off with a variety of rock and roll dance tunes.

Monty is happy to return to perform in the Wagin Town Hall and we have highlighted November 8th as a good option, after burnouts and before harvest.

This would be the Shire's major community event for the financial year and it would be seen as an inclusive family friendly event open to the whole community.

Thank a Volunteer

Shire Staff have been again successful in obtaining \$1,000 in funding towards a Thank A Volunteer sundowner. The event will be held on Friday 7th February 2020.

CONSULTATION/COMMUNICATION:

Shire Staff

STATUTORY/LEGAL IMPLICATIONS:

Nil

POLICY IMPLICATIONS:

Nil

FINANCIAL IMPLICATIONS:

N/A

STRATEGIC IMPLICATIONS:

N/A

VOTING REQUIREMENTS:

Simple Majority

4133 OFFICERS RECOMMENDATION & COUNCIL DECISION

Moved: Cr. G R Ball

Seconded: Cr. B L Kilpatrick

That Council receive the Deputy Chief Executive Officer's report for September 2019.

Carried 10/0

12.4 CHIEF EXECUTIVE OFFICERS REPORT – SEPTEMBER 2019

PROPONENT:	Shire of Wagin
OWNER:	Shire of Wagin
LOCATION/ADDRESS:	N/A
AUTHOR OF REPORT:	Chief Executive Officer
SENIOR OFFICER:	Chief Executive Officer
DATE OF REPORT:	15 th October 2019
PREVIOUS REPORT(S):	16 th August 2019
DISCLOSURE OF INTEREST:	N/A
FILE REFERENCE:	Nil
ATTACHMENTS:	2. WALGA Zone Delegates, 3. Code of Conduct and CEO Standards, 4. Roundabout – Ballagin Street, Wagin, 11. Household Hazardous Waste (HMW) program collection day EOI

1) COUNCIL ELECTIONS

The process has begun to fill the current vacancy on Council. Election Day will be the 17th January 2020, which is a Friday, with nominations opening 4th December 2019 and closing 11th December 2019.

The WA Electoral Commission has been advised of the proposed Election date and that we will be using the current elector roll on this occasion.

The Election process will be a joint effort between the Shire of Williams (1 vacancy), Wandering (2 Vacancies) and Dumbleyung (1 vacancy).

The CEO enquired to see if the vacancy could remain unfilled however this is not possible. For interest 13 Councils from across the State also did not get the required number of nominations to fill vacant seats.

2) WALGA ZONE DELEGATE

I have attached a note from WALGA outlining the procedure for the election of Council, Zone and State delegates together with time frames.

3) CODE OF CONDUCT AND CEO STANDARDS - REVIEW

WALGA are preparing a submission regarding these two matters.

I have attached the WALGA "Draft" Submission and any input would be welcomed.

4) ROUNDABOUT – BALLAGIN STREET WAGIN

I have attached a copy of a proposed round about in Ballagin Street, Wagin.

I intend taking this to a Works Committee meeting shortly. The information provided indicates that trucks > 12.5m would be excluded from using the section of Ballagin Street, where the roundabout is. Trucks will not be able to use Ballagin Street as a short cut if this is installed.

5) WHEATBELT DEVELOPMENT COMMISSION (WDC) – VISIT

The Board of the WDC recently met in Wagin over two days. The first day involved an address from Unigrain and Wagin Duck and Game then a town tour undertaken by the Shire President. The second day centred around their monthly Board meeting. The WDC were impressed with Wagin and it was the first time some of the Board members had visited Wagin. They were a little surprised by what Wagin had to offer.

6) CBH SITE – ROAD CLOSURES

The CEO intends to write to the Minister for Lands requesting action on closing a number of roads (three) around the CBH site. Council resolved to close the roads after advertising for public comment etc almost four (4) years ago. When we ask when the roads will be closed, we are advised that we will have to wait until the South West Native Title issue is resolved. Four years tis a long time for business to wait.

The matter is also being taken up be the Wheatbelt Development Commission.

7) WASTE & RECYCLING CONFERENCE

The CEO attended the 2019 Waste & Recycling conference in Perth recently.

The event was interesting with a number of speakers from overseas.

A few things that we are hopefully progressing are: -

- Tour of Suez facility at North Bannister
- Improved recycling at Woolorama
- Disposal of chemical drums from tip

8) REGIONAL ROAD GROUP – WHEATBELT STRATEGIC FREIGHT NETWORK

Further work is progressing with the project.

All roads included in the network will be road tested with equipment from ARRB and priorities set. The Shire of Wagin has two roads included in the project – Ballagin Rd and Jaloran Road. Ballagin Road was given a high priority and should be included in the first round of expenditure. (\$70mil). The Shire will have to contribute to the upgrade, my understanding it will be in the region of 6 – 7% of cost.

9) LAKE KING – COLLIE ROAD UPGRADE

MRWA has advised that they will not be going to tender for the upgrade of a section of the Lake King – Collie Road. Originally, they were to call tenders for the widening and upgrade of 8km of road, however they have reassessed the work and have reduced it to 1.74 km from Ben Ord Road corner east. The balance of the money has been moved to the Brookton Highway.

10) TRANSPORT PERMITS – RAV NETWORK

Almost all roads within the Shire of Wagin have now been inspected and reclassified to a RAV 4 network. This follows on from the grain freight task in 2018 where famers / truck operators applied to use various roads within the Shire. These roads have not been made RAV 4.

We have had a small issue with permits operating during school bus times however I believe this has been overcome.

MRWA - Heavy Vehicle Section have proposed a wording change to *“School bus route – reduce speed to a maximum of 40 km/h and drive with extreme care when a school bus is observed.”*

This appears to be more appropriate for our roads

11) HOUSEHOLD HAZARDOUS WASTE (HHW) PROGRAM COLLECTION DAY – EOI

The Shire has nominated to be a collection point for HHW program. I have requested two dates a year and the collection point will be the Shire car park on a Saturday morning

I have attached a list of the waste that can be collected.

12) LOT 31 TUDHOE STREET WAGIN – LEASE

The Shire President and CEO met with Grant Cousins and his father to discuss the purchase of the block. He is still reluctant to sell the block however is prepared to lease the block to the Shire for two years and then sell it to the Shire once the development has occurred. The valuation we received in August will be the basis of the purchase price.

A draft Offer and Acceptance has been drawn up and sent to him for comment. The Finance Committee will be considering this matter at its next meeting in early November 2019.

13) POLICE VISIT

The District Superintendent, Ian Clark, recently met with the Shire President and CEO.

The items discussed were: -

- No removal of police staff from Wagin
- Housing is an issue and they currently require 3 houses
- Houses are rented through GROH (Govt Regional Officer Housing)
- LEMAC – Desk top exercise due soon. District Inspector offered to attend – Topic for exercise is Pig control
- Improved CCTV – Current system is old and in need of upgrade

14) CEMETERY PROJECT

Work will be commencing on completing the Shelter at the Cemetery towards the end of October 2019. The bricks and pavers have been ordered and Geoff Franz will be undertaking the work.

It has been sometime getting to this point, but the finished product should look very good and improve the appearance of the cemetery greatly.

There are a few trees to be removed as they are causing bitumen road and kerb damage.

15) SOLAR PANELS – DOCTORS HOUSE

Quotes have been obtained for solar panels for the Doctors house. Solargain have measured the house and installation is expected shortly. The price came in under budget by (\$400.00)

16) SWIPE CARD – STANDPIPE SYSTEM

The Swipe Card system has been delivered and is currently being installed. The standpipe will be mounted on the concrete slab once it is poured.

17) DIGITAL SIGN

The Chamber of Commerce met with the CEO, DCEO & Cr West to discuss the proposed sign.

Firm Quotes are currently being obtained and the Chamber is discussing a possible further contribution.

The size of the screen being quotes on is 2.5m x 1.9m.

Council will need to apply to MRWA for authority to erect the screen.

Further details will be at the November meeting.

18) SHIRE DELEGATES - TOURISM & PROMOTION AND PIESSEVILLE HALL MANAGEMENT COMMITTEES

Adverts have been placed seeking interested people for these committees.

Nominations close the 21st October 2019. The Committee appointments are in line with Council elections.

To date I have received nominations for the Tourist Promotion Committee (1) and the Piesseville Hall Committee (4)

19) CONTAINER DEPOSIT SCHEME (CDS) – STARTS JUNE 2020

As indicated earlier Great Southern Waste is not interested in taking on the “Collection Point” for the CDS in Wagin.

Norm Chilcott (6GS) has indicated that he is willing to do the work from the sheds behind the radio station. 6GS has lodged its proposal to be the collection point for Wagin. The Collection point will receive 6C per container which is refunded once collected by the organisation running the scheme.

20) CINEMA PACKAGE

The cinema package was purchased in mid-2011 with contributions from some adjoining shires. The equipment was bought through the Dry Seasons fund. The Shire of Wagin contributed the most and has, since that time, undertaken most of the repairs to the equipment.

As the equipment is now 10 years old, I believe that the agreement with the Shires of Katanning, Narrogin & West Arthur should cease.

An agenda item will be prepared for the November Council meeting.

21) CEO VEHICLE

Quotes are currently being obtained to change the CEO vehicle. The changeover figures received to date are below our budget figure. The changeover will be mid November 2019

22) STAFF

Peter Webster 30th January 2020 – 23rd February 2020

23) MEETINGS

• <i>Mock Crash Scenario</i>	21.10.19	Wagin Am. Sub Centre 1 pm
• <i>Council Meeting</i>	22.10.19	Shire Office – 7pm
• <i>Mamma Mia Show</i>	25.10.19	Town Hall
• <i>Waratah Lodge AGM meeting</i>	29.10.19	Eric Farrow – 7.30pm
• <i>LEMC meeting</i>	30.10.19	Council Chambers – 2pm
• <i>Sports Ground Precinct</i>	31.10.19	Council Chambers – 4.30pm
• <i>Sports Ground Precinct meeting</i>	31.10.19	Eric Farrow – 6.30pm
• <i>Finance Meeting</i>	06.11.19	Council Chambers – 7pm
• <i>Townscape Committee</i>	13.11.19	Council Chambers – 6.00pm
• <i>The Flaming Galahs Show</i>	08.11.19	Town Hall – 7.30pm
• <i>Council Meeting</i>	26.11.19	Shire Office – 7pm
• <i>CCZ Meeting</i>	29.11.19	Shire of Cuballing – 9.30am
• <i>Shire Xmas Function</i>	6.12.19	Wagin Recreation Center
• <i>Council Meeting</i>	17.12.19	Shire Office – 7pm

CONSULTATION/COMMUNICATION:

Nil

STATUTORY/LEGAL IMPLICATIONS:

Nil

POLICY IMPLICATIONS:

Nil

FINANCIAL IMPLICATIONS:

Nil

STRATEGIC IMPLICATIONS:

Nil

VOTING REQUIREMENTS:

Simple

4134 OFFICERS RECOMMENDATION & COUNCIL DECISION

Moved: Cr. J P Reed

Seconded: Cr. G K B West

That Council receive the Chief Executive Officer's report for September 2019.

Carried 10/0

LOT 31 TUDHOE STREET, WAGIN (ITEM 12 OF CEO'S REPORT)**4135 COUNCIL DECISION**

Moved: Cr. G K B West

Seconded: Cr. S M Chilcott

That Council investigate the possible compulsory acquisition of lot 31 Tudhoe Street, Wagin.

Carried 10/0



10 October 2019

Our Ref: 02-002-05-0001 NS:CO

Attention: Chief Executive Officer

Election of Zone Delegates and State Councillors

The Local Government elections, to be held on Saturday 19 October 2019, will affect Council appointments to external committees including the WALGA Zone.

As a consequence, Councils are requested to elect / appoint Elected Member delegates and deputy delegates to the Zone and notify WALGA by no later than Friday 8 November 2019.

WALGA's Zones, as the first item of business at the November meeting, will elect State Councillors, Deputy State Councillors, Zone Chair and Zone Deputy Chair.

A Chronological overview of the process is detailed below:

- Local Government elections occur on 19 October 2019.
- Member Councils to elect / appoint their Zone Delegates and to advise WALGA as soon as possible but preferably by 9am, Friday 8 November 2019.
- For the purpose of electing their representatives and deputy representatives to the WALGA State Council, Zones are required to hold these elections at their November 2019 meeting.
- Zones to advise WALGA, in writing, of their elected State Council representative and deputy representative immediately following the 2019 November Zone meeting.
- State Councillor Induction Session – morning of 4 December 2019.
- New State Council will take office at the Ordinary Meeting of State Council on 4 December 2019.
- The position of President and Deputy President of WALGA, will be elected at the March 2020 State Council Meeting.

Further information regarding the nomination and election process to State Council will be provided before the November Zone meeting.

Please find attached WALGA's Elected Member Prospectus. This document will assist in providing further information on becoming a Zone Delegate or State Councillor. If you can please distribute to your Elected Members for their information that would be much appreciated.

For further information and to provide details of your Zone Delegates by Friday 8 November 2019, please contact Chantelle O'Brien on (08) 9213 2013 or cobrien@walga.asn.au.

Yours sincerely



Nick Sloan
Chief Executive Officer



Peter Webster

From: Tim Lane <tlane@walga.asn.au>
Sent: Friday, 4 October 2019 1:16 PM
To: Tim Lane
Cc: Tony Brown; James McGovern
Subject: DLGSC Consultation on proposed Code of Conduct and CEO Standards - Draft WALGA Submissions and Consultation Deadline Extension
Attachments: Departmental circular 9 2019 Consultation of proposed Code of Conduct and CEO Standards; draft-code-of-conduct-with-guidelines.docx; draft-ceo-standards-and-guidelines.docx; Draft Submission on Code of Conduct - October 2019.pdf; Draft Submission on CEO Standards and Guidelines - October 2019.pdf

Dear Chief Executive Officers

DLGSC Consultation on proposed Code of Conduct and CEO Standards – Draft WALGA Submissions and Consultation Deadline Extension

Further to the advice below, we are pleased to notify members that the Department of Local Government, Sport and Cultural Industries has extended the consultation timeframe on the two consultation papers until Friday, 6 December 2019.

WALGA has prepared draft submissions in relation to the guidelines, which are attached. The Draft Submission on Code of Conduct raises a number of questions and issues where feedback from the Local Government is sought. These issues and questions are identified in the body of the draft submission.

We are seeking feedback on our draft submissions by Friday, 25 October, which can be provided to Manager Governance, James McGovern at jmcgovern@walga.asn.au or (08) 9213 2093. Following sector feedback, the draft submissions will be included in the December State Council Agenda for consideration at November Zone meetings, before being considered at the 4 December meeting of State Council.

Local Governments are also encouraged to make submissions on the guidelines to the DLGSC at actreview@dlgsc.wa.gov.au by the amended consultation deadline of Friday, 6 December.

Kind regards
Tim

Tim Lane | Acting Executive Manager Governance and Organisational Services | WALGA
(p) (08) 9213 2029 | (m) 0404 719 328 | (f) (08) 9213 2077 | (e) tlane@walga.asn.au
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WA Local Government
People and Culture Seminar 2019

Date: Friday, 11 October
Venue: Astral Ballroom, Crown Perth,
Great Eastern Highway, Burswood
Time: 9:00am to 4:00pm

[Register Here](#)

WALGA
WORKING FOR LOCAL GOVERNMENT

Our work regularly takes us across the State and as such WALGA would like to acknowledge the many traditional owners of the land on which we work throughout Western Australia. We pay our respects to their Elders, past, present and emerging.

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Association unless this is clearly indicated. You should scan this email and any attachments for viruses. The WA Local Government Association accepts no liability for any direct or indirect damage or loss resulting from the use of any attachments to this email.

From: Tim Lane
Sent: Wednesday, 25 September 2019 10:32 AM
To: Tim Lane <tlane@walga.asn.au>
Cc: James McGovern <JMcGovern@walga.asn.au>
Subject: DLGSCI Consultation on proposed Code of Conduct and CEO Standards

Dear Chief Executive Officers

DLGSCI Consultation on proposed Code of Conduct and CEO Standards

The *Local Government Legislation Amendment Act 2019* will introduce new requirements in relation to Codes of Conduct (Sections 5.102A, 5.103 and 5.104) and CEO recruitment, performance and termination (Sections 5.39A and 5.39B).

The Department of Local Government, Sport and Cultural Industries have released two papers for consultation (attached):

1. Mandatory Code of Conduct for Council Members, Committee Members and Candidates
2. Standards and Guidelines For Local Government CEO Recruitment and Selection, Performance Review and Termination

While WALGA and other invited parties participated in two separate working groups to develop the documents, both documents have been released without WALGA's endorsement and we still have a number of concerns that we will again raise with the Department and will inform a formal submission.

We are preparing some additional information outlining our concerns that we will distribute to members next week.

Given the electoral period, we will be requesting that the consultation timeframes be extended until December to enable Councils to endorse submissions and for WALGA's submissions to be considered at November Zone meetings.

Working to the current consultation timeframes and following the provision of the additional information next week, we would appreciate feedback on the documents to assist in the development of WALGA submissions by 18 October 2019. Feedback can be provided to James McGovern at jmcgovern@walga.asn.au or (08) 9213 2093.

Kind regards
Tim

Tim Lane | Acting Executive Manager Governance and Organisational Services | WALGA
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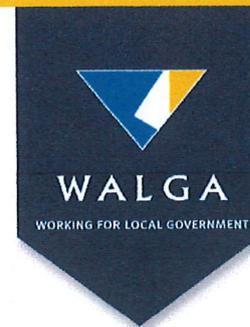
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WORKING FOR LOCAL GOVERNMENT



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Draft Submission

Mandatory Code of Conduct for Council Members, Committee Members and Candidates

October 2019



About WALGA

The WA Local Government Association (WALGA) is working for Local Government in Western Australia. As the peak industry body, WALGA advocates on behalf of 138 Western Australian Local Governments. As the united voice of Local Government in Western Australia, WALGA is an independent, membership-based organisation representing and supporting the work and interests of Local Governments in Western Australia. WALGA provides an essential voice for 1,222 Elected Members, approximately 22,000 Local Government employees (16,500 Full Time Equivalent's) as well as over 2.5 million constituents of Local Governments in Western Australia.

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Contents

About WALGA	2
Contacts	2
Background	4
General Comments - Councillor Conduct	5
Bringing Codes and Rules Together; Uncoupling Codes of Conduct for Council Members and Employees	6
Specific Feedback.....	7
Construction of the Model Code	7
Part A - Principles.....	7
Part B - Behaviours	8
I. Application.....	8
II. New Complaints Provision.....	8
III. Complaint Management.....	9
IV. 'Rules'.....	9
Part C – Rules of Conduct.....	10
Misuse of Local Government Resources - Regulation 8 of the current Local Government (Rules of Conduct) Regulations.....	10
Securing Personal Advantage of Disadvantaging Others – Regulation 7 of the current Local Government (Rules of Conduct) Regulations.....	10
Repeated Breaches of Part B – Not currently Regulated	11
Prohibition against Involvement in Administration – Regulation 9 of the current Local Government (Rules of Conduct) Regulations.....	11
Relations with Local Government Employees - Regulation 10 of the current Local Government (Rules of Conduct) Regulations.....	11
Unauthorised Disclosure of Information - Regulation 6 of the current Local Government (Rules of Conduct) Regulations.....	11
Disclosure of Interest - Regulation 11 of the current Local Government (Rules of Conduct) Regulations.....	12
Contravention of certain Local Laws - Regulation 4 of the current Local Government (Rules of Conduct) Regulations.....	12



Background

The *Local Government Legislation Amendment Act 2019* will introduce new requirements in relation to Mandatory Codes of Conduct for Council Members, Committee Members and Candidates for Local Government Elections (Part 5, Division 9 as amended by the *Local Government Legislation Amendment Act 2019*).

The Department of Local Government, Sport and Cultural Industries have released a draft document – *Mandatory Code of Conduct for Council Members, Committee Members and Candidates* – for consultation.

While WALGA and other invited parties participated in a working group to develop the document, the draft was released without WALGA's endorsement and there are a number of concerns with the draft that will be expanded upon in this submission. WALGA appreciates the opportunity afforded to participate in the working group process and to make a submission on the draft document.

The Department of Local Government, Sport and Cultural Industries is seeking feedback on the draft document by 6 December 2019. It is important that Local Governments also make submissions to the Department on this draft document to ensure the sector's views are received.

WALGA is seeking feedback on this draft submission by 25 October 2019. WALGA's submission, which will be updated following sector feedback, will then be included in the December State Council Agenda for consideration at November Zone meetings, before being considered at the 4 December meeting of State Council.



General Comments - Councillor Conduct

WALGA has long led its Member Local Government's advocacy for high standards of behaviour by those who are democratically elected to represent the people within their district, and personal responsibility for the consequences when there is a lack of it.

WALGA commenced lobbying for official conduct legislation in 2002, to enable action to be taken against individuals rather than an entire Council. The Sector held the view that Council dismissals, such as occurred at the City of Cockburn (2000), City of South Perth (2002) and City of Joondalup (2005) could possibly have been averted if powers were available to deal with individual Elected Member's behaviour.

The Sector's advocacy for official conduct legislation correlated with a shared frustration that Codes of Conduct, a compulsory requirement of Section 5.103(3) of the *Local Government Act 1995* ('the Act') were unenforceable when behaviours departed from expressed standards. This was due to the absence at that time of a disciplinary framework in the Act to deal with misbehaviour and misconduct by individual council members.

WALGA conducted extensive consultation with the Sector over a number of years, leading to promulgation of the *Local Government (Official Conduct) Amendment Act 2007*, amending the Act to introduce minor, serious and recurrent breach allegation complaint processes, and the commencement in October 2007 of the *Local Government (Rules of Conduct) Regulations* ('the Regulations').

More recently, the Act was amended to introduce powers enabling the Minister for Local Government to suspend or dismiss individual council members failing in their duties or behaving in an egregious manner if '...seriousness or duration of that failure or conduct make it inappropriate for the council member to remain a member of the council.'¹ The amendments contained in the *Local Government (Suspension and Dismissal) Act 2018* commenced in November 2018.

The Rules of Conduct Regulations were reviewed in 2010 and 2016. WALGA acknowledges past amendments improving operational efficiency e.g. Standards Panel may refuse to deal with frivolous, trivial, vexatious etc. allegations,² and recent amendments that extend confidentiality provisions³ and providing the Standards Panel with discretion to refer parties to participate in mediation.⁴

¹ *Local Government Amendment (Suspension and Dismissal) Bill 2018* Explanatory Memorandum at Page 1.

² Section 5.110(3A) of 2016

³ Section 5.123 of 2019

⁴ Section 5.110(3B) of 2019

Bringing Codes and Rules Together; Uncoupling Codes of Conduct for Council Members and Employees

The Mandatory Code of Conduct will be a departure from the present legislative form that separates Codes of Conduct and the Rules of Conduct Regulations.

It will also depart from the present requirement to adopt one Code of Conduct that is to be observed by council members, committee members and employees.

The new section 5.51A, to commence at another time, will require the CEO to prepare and implement a Code of Conduct to be observed only by employees, aligning with the Sector's view that all matters relating to employees be separated from Council involvement and be contemplated within the CEO's functions under Section 5.41(g) of the Act.⁵

An additional significance is that the Mandatory Code of Conduct will apply to Local Government election candidates in the same way it applies to council members, and an alleged breach of the Code of Conduct by a candidate can only be referred to the Local Government Standards Panel if elected.⁶

This aligns with the Sector's advocacy that a Code of Conduct should apply to candidates⁷ and the proposal that any inappropriate behaviour during the election cycle should result in the successful candidate being held accountable under the Rules of Conduct Regulations.⁸

The Department's Draft for Consultation provides further guidance⁹ on the new Code:

- *The Act requires that local governments adopt the Code within three months of the amendments taking effect. Until the Code is adopted, the model Code applies.*
- *While local governments are not able to amend Part A or Part C, additional behaviours can be included in Part B that are not inconsistent with the Code.*
- *In considering additional behaviours, the council may give consideration to behaviours that are not currently represented in the Code that it considers are important. This may include introducing a dress standard for members or use of technology, for example.*
- *To adopt the Code, a resolution passed by an absolute majority is required. Once the Code is adopted, it must be published on the local government's official website.*

⁵ 'be responsible for the employment, management supervision, direction and dismissal of other employees'

⁶ Local Government Legislation Amendment Bill 2019 Explanatory Memorandum at Page 2.

⁷ WALGA State Council Minutes Review of 2011 Local Government Elections' Ref. Resolution 24.2/2012

⁸ WALGA State Council Minutes 'Review of 2013 Local Government Elections' Ref. Resolution 44.2/2014

⁹ See 'Guidelines' at Page 3

Specific Feedback

The following pages provide a commentary on the Draft for Consultation document ('the Draft') released by the Department of Local Government, Sport and Cultural Industries. The Draft refers to a 'Mandatory' Code of Conduct whereas amendments to the Local Government Act refer to a 'Model' Code of Conduct. This paper will use the term 'Model' throughout the following commentary.

Construction of the Model Code

Codes and Rules will be brought together under Section 5.103(2) as amended by the Local Government Legislation Amendment Act 2019:

- (2) *The model code of conduct must include -*
- (a) general principles to guide behaviour;*
 - (b) requirements relating to behaviour; and*
 - (c) the rules of conduct.*

The Draft informs that the Model Code of Conduct is to be constructed in three Parts:

- **Part A** – Principles [Section 5.103(2)(a)]
- **Part B** – Behaviours [Section 5.103(2)(b)]
- **Part C** – Rules of Conduct [Section 5.103(2)(c)]

Local Governments will not be able to amend Parts A and C, but additional behavioural content may be included in Part B that is not inconsistent with the Model Code.

Part A - Principles

The Preamble to the Model states that 'the purpose of this Code is to guide the decisions, actions and behaviours of council members, committee members and candidates.'

Part A sets out the Principles to be contained in the new Model Code under the headings 'Personal Integrity', 'Relationships with others' and 'Accountability'. This expands upon the 'General principles that guide the behaviour of council members' currently found under Regulation 3 of the *Local Government (Rules of Conduct) Regulations* and are intended to support Part B – Behaviours, and Part C – Rules of Conduct.

Part B - Behaviours

I. Application

It is noted that neither Part B nor Part C of the Model apply to the behaviours of committee members or candidates. No information is provided to clarify why only council members are subject to Parts B and C nor any rationale for the exclusion of committee members and candidates from behavioural standards and Rules of Conduct, particularly noting Section 5.103(3)(b), as amended, states:

(3) The model code of conduct may include provisions about how the following are to be dealt with –

(b) alleged breaches of the rules of conduct by committee members

The Minister for Local Government, Hon. David Templeman, when introducing the *Local Government Legislation Amendment Bill 2019* to Parliament in the Second Reading Speech, specified the application of the Code to candidates, in an effort to improve behaviour during an election period, stating:

"Alleged breaches of the rules of conduct during the election campaign will be progressed when the candidate is elected."¹⁰

WALGA recommends seeking comment from the Department of Local Government, Sport and Cultural Industries on the intended application of Part B – behavioural standards, and Part C – Rules of Conduct to committee members and candidates.

II. New Complaints Provision

Section 5.103(3)(a) will introduce the discretion for the Model Code of Conduct to deal with alleged breaches of requirements relating to behaviour. This is a significant amendment as the *Local Government Act 1995* has not previously mandated a complaints process relating to behavioural content of a Code of Conduct, but nor has it imposed any restriction.

Under the Model Code, an alleged breach of a Rule of Conduct will continue to be referred to the Local Government Standards Panel. Part B, Rule 2.17 of the Model sets out that Local Governments will be required to deal with allegations made by 'any person' of a behavioural breach.

¹⁰ Extract from Hansard, Legislative Assembly, March 2019 at p1310d to 1312a

Some Local Governments have incorporated in their current Code of Conduct a process for dealing with a behavioural breach that permits 'any person' to make a complaint; the majority of Local Governments have not.

The City of Joondalup¹¹ and City of South Perth¹² are examples of Local Governments that exercised discretion under general competence powers to incorporate a complaints process in their adopted Code of Conduct. No information is currently available on the frequency or management of complaints of a behavioural breach under current Codes of Conduct.

WALGA seeks comment from Members experienced in dealing with breach allegations relating to their current Code of Conduct to assist with building perspective on processes and consequences associated with managing behavioural breach allegations.

III. Complaint Management

Rules 2.17 to 2.22 set out the Complaint Management standards, with Rule 2.21 requiring development of a Council-endorsed policy to guide the process. The associated Guidelines provide additional information on tools and resources to assist with policy development, complaints management and resolution. Attachment 1 provides a matrix of possible actions where there is finding of a behavioural breach.

WALGA seeks comment on the proposed Complaint Management process.

IV. 'Rules'

Throughout Part B, the numbered provisions are referred to as 'Rules'. This has the potential to create confusion with the already-established terminology familiar to the Sector of 'Rules of Conduct', which form Part C.

WALGA recommends a separate nomenclature for numbered provisions in Part B (i.e. 'Item' or 'Clause') to avoid any potential for confusion between Part B and Part C, particularly when breach allegations arise.

¹¹ 'City of Joondalup Code of Conduct for Employees, Elected Members and Committee Members' at Page 21

¹² 'City of South Perth Code of Conduct' at Page 9

Part C – Rules of Conduct

As previously discussed, Part C of the Model Code only references council members.

It is noted there are numerous, self-evident typographical errors throughout Part C (i.e. inconsistent referencing and numbering) and it is presumed the Department is aware and will remedy where necessary.

The Rules of Conduct replicate for the most part, the existing provisions from the current Rules of Conduct Regulations. The Model Code adds commentary by including 'Elements of Rule of Conduct'. It is not known whether these Elements will have any influence on the deliberations of the Local Government Standards Panel in the event of a breach allegation under Part C.

WALGA seeks comment on whether the 'Elements of Rule of Conduct' content adds value or assists council members to understand their responsibility to observe Rules of Conduct.

Misuse of Local Government Resources - Regulation 8 of the current Local Government (Rules of Conduct) Regulations

The Model Code creates a definition of the term 'resource' which does not appear in the current Rules of Conduct:

'resource is defined to mean tangible and intangible assets, services or other means of supporting the functions of local government, which are owned or paid for by the local government from public money'

It is not stated why there is a need to define 'resource' specifically, the potential impact this definition may have upon determining a breach allegation¹³ or whether the common dictionary definition is known to be ineffective - 'a stock or supply of money, materials, staff, and other assets that can be drawn on by a person or organization in order to function effectively.'¹⁴

Securing Personal Advantage of Disadvantaging Others – Regulation 7 of the current Local Government (Rules of Conduct) Regulations

The Model Code is consistent with the current Regulations.

¹³ Section 6 of the *Interpretation Act 1984* (WA) applies – 'Definitions in a written law, application of'

¹⁴ Oxford English Dictionary

Repeated Breaches of Part B – Not currently Regulated

This new provision will provide an accountability measure where a council member continually breaches the behavioural requirements of Part B of the Model Code and appears to face value to have merit.

Item (iii) of this Rule will require thoughtful consideration, as it requires the Council to make a determination by resolution before a council member, who is found to have committed three or more breaches under Part B, can be referred to the Local Government Standards Panel:

'(and) iii. the Council to which the member is elected, decides, via resolution, to make an allegation of a rule of conduct breach under this Part.'

WALGA notes that this new provision did not appear in early drafts of the Model Code and therefore was not considered at the Working Group convened by the Department of Local Government, Sport and Cultural Industries.

Prohibition against Involvement in Administration – Regulation 9 of the current Local Government (Rules of Conduct) Regulations

The Model Code is consistent with the current Regulations.

Relations with Local Government Employees - Regulation 10 of the current Local Government (Rules of Conduct) Regulations

The Model Code creates a definition of the term 'employee' which does not appear in the current Rules of Conduct. This definition references Section 5.36 of the Act, whereas the Act defines 'employee' under Section 1.4.

The Model Code proposes to add a further prohibition under Item (iii) that does not currently appear in the Rules of Conduct:

'behave in an abusive or threatening manner towards any local government employee'

Unauthorised Disclosure of Information - Regulation 6 of the current Local Government (Rules of Conduct) Regulations

The Model Code proposes to add a further prohibition under Item (iii) that does not currently appear in the Rules of Conduct:

'personal information as defined in the Freedom of Information Act 1992'

The remainder of the Model Code is consistent with the current Regulations.



Disclosure of Interest - Regulation 11 of the current Local Government (Rules of Conduct) Regulations

The Model Code amends the definition of the term 'interest'. It currently reads:

'interest means an interest that could, or could reasonably be perceived to, adversely affect the impartiality of the person having the interest and includes an interest arising from kinship, friendship or membership of an association'

It is amended to read:

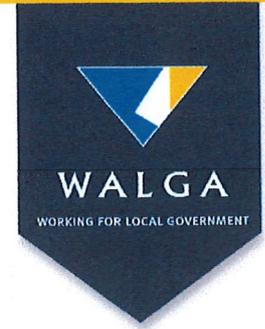
'interest means a material interest that could, or could reasonably be perceived to, adversely affect the impartiality of the person having the interest'

It is unclear why it is proposed to amend this definition, given that the terms '*kinship, friendship or membership of an association*' provide useful reference points that presently help council members to understand their responsibility to declare this type of interest.

Contravention of certain Local Laws - Regulation 4 of the current Local Government (Rules of Conduct) Regulations

This provision is now included in Part B of the Model Code at 2.10 and 2.11.

WALGA seeks comment on the proposed Part C Model Code provisions.



Draft Submission

Standards and Guidelines for CEO Recruitment and Selection, Performance Review and Termination

October 2019



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Contents

About WALGA	2
Contacts	2
Background	4
General Comments – Philosophical Approach	5
Specific Feedback.....	6
Re-advertising the Position after 10 Years.....	6
Selection Panel – Independent Person.....	6
Creating Diversity Section	7
Independent Review of Termination Report.....	7
Feedback on Consultation Questions	7
Recruitment and Selection.....	7
Performance Review	8
Termination	8
Monitoring and Enforcement.....	8
Guidelines	9

Background

The *Local Government Legislation Amendment Act 2019* will introduce new requirements in relation to CEO recruitment, performance and termination (Sections 5.39A and 5.39B).

The Department of Local Government, Sport and Cultural Industries have released a draft document – *Standards and Guidelines for Local Government CEO Recruitment and Selection, Performance Review and Termination* – for consultation.

While WALGA and other invited parties participated in a working group to develop the document, the draft was released without WALGA's endorsement and there are a number of concerns with the draft that will be expanded upon in this submission. WALGA appreciates the opportunity afforded to participate in the working group process and to make a submission on the draft document.

The Department of Local Government, Sport and Cultural Industries is seeking feedback on the draft document by 6 December 2019. It is important that Local Governments also make submissions to the Department on this draft document to ensure the sector's views are received.

WALGA is seeking feedback on this draft submission by 25 October 2019. WALGA's submission, which will be updated following sector feedback, will then be included in the December State Council Agenda for consideration at November Zone meetings, before being considered at the 4 December meeting of State Council.

General Comments – Philosophical Approach

WALGA's fundamental guiding principle is that democratically elected Councils are competent, and should be empowered to undertake their role of governing the Local Government's affairs. This is articulated in WALGA's Strategic Plan, which outlines the vision for Local Government as follows:

Local Governments will be built on good governance, autonomy, local leadership, democracy, community engagement and diversity.

WALGA's perspective is that Councils should be empowered to do the job they've been entrusted by the community in democratic elections to do. This includes responsibility for employment of a Chief Executive Officer. Further, WALGA believes that the correct approach is to build the capacity of Councils to undertake this function through the provision of professional services, advice and support, and training.

This is not to downplay the challenges associated with employing and managing a Chief Executive Officer. It is fully acknowledged that this one of Council's most challenging tasks.

Given Council has only one employee – the Chief Executive Officer – it is crucial that the Council makes an informed decision when employing a CEO, and has the processes in place to effectively manage the performance of the CEO. As Councillors are often community representatives, who may not be experienced or qualified in contemporary human resource management practices, employment, management and performance appraisal of the CEO may be one of the Council's most significant challenges.

The *Local Government Act 1995* requires that performance criteria for the purpose of reviewing the CEO's performance are established. Similarly, development of these performance criteria are crucial for the Council to get right.

For these reasons, WALGA offers an Elected Member training course on CEO Performance Appraisals, and provides Elected Members with significant advice and assistance through the CEO recruitment and performance appraisal cycle.

WALGA also recommends that Councils engage a specialised recruitment consultant to assist Councils manage the recruitment process.

The development of guidelines to assist Councils through the Chief Executive Officer employment cycle is supported in principle. However, WALGA believes the approach should be based on capacity building, guidance and support, and help where necessary; not based on the development of rules that create a compliance regime which may create uncertainty, unnecessary administration and risk for Local Governments and Chief Executive Officers.

Specific Feedback

WALGA has concerns relating to some specific aspects of the draft document. These concerns are outlined below.

Re-advertising the Position after 10 Years

It is unclear why there is a need for the position of Chief Executive Officer to be advertised after 10 years as a matter of course.

If the Council and the Chief Executive Officer are satisfied with the employment relationship, then forcing the position to be advertised will be disruptive, time-consuming, expensive, and counter-productive for the Local Government. Further, it will create uncertainty for the CEO who may be forced to look for alternative employment 'just in case'.

In addition, if the performance management process is undertaken correctly and thoroughly, there should not be any need for the position to be advertised after a timeframe specified in regulations.

Lastly, as Chief Executive Officers are on fixed term contracts, Councils already have the opportunity to consider whether to renew the incumbent's contract.

WALGA's view is that this requirement should be removed from the guidelines, and not included in regulations.

Selection Panel – Independent Person

It is unclear why an independent person should be included on the selection panel that makes recommendations to Council about the employment of a Chief Executive Officer.

Employment of the Chief Executive Officer is a fundamental role of Council. Including others on the selection panel risks creating uncertainty and ambiguity about the employment relationship.

The requirement to have an independent person on the selection panel is also impractical and may cause processes and decisions to become protracted. There is no guarantee that the independent person will have knowledge or experience in recruitment, Local Government processes, or Local Government Act requirements. This requirement could also add an unnecessary and unreasonable cost to the recruitment process, particularly for Councils in remote locations.

WALGA fully supports and encourages Councils to utilise a qualified recruitment consultant to guide Councils through the process of recruiting a CEO, but this person would not be a decision-making member of the selection panel.

Creating Diversity Section

WALGA contends that this section should be renamed "Sound Decision Making", as this is what this section is primarily about.

It is acknowledged that unconscious biases can be a factor in decision making and building awareness of these biases in the guidelines is supported.

Independent Review of Termination Report

WALGA acknowledges that decisions and rationale relating to termination need to be documented. The principle that Councils should seek advice from an employee relations or legal advisor when terminating the CEO is acknowledged and supported.

It is not clear that requiring independent review of a termination report adds value. Rather, it will add unnecessary administrative time and risk into the decision making process.

Feedback on Consultation Questions

WALGA provides the following feedback in response to the consultation survey questions.

Recruitment and Selection

Question 12 – How frequently should a council be required to re-advertise the CEO position?

Council, as the employer, should determine when the position of CEO is advertised.

Question 13 – To what extent do you support that Local Governments should be required to undertake 'blind CV recruitment'?

It is acknowledged that 'blind CV recruitment' could be a useful tool in some circumstances, but it should not be a requirement. In addition, in the Western Australian Local Government sector, blind CV recruitment would be almost practically impossible because the applicant's previous employment experience would mean that they would be identifiable. That is, if an applicant listed "CEO at the Shire of _____", their identity could be determined with a very quick internet search.

Questions 14-17 – Independent Selection Panel Members

The requirement to have an independent member on the selection panel is not supported.

Performance Review

Question 18 – How frequently should a Council review the performance of the CEO?

There is no rationale for why the current annual requirement is unsatisfactory. Clearly, a Council may have reasons to formally review the CEO's performance more frequently than the minimum annual requirement, and as such, the Council should have the discretion to do so.

Questions 19-21 – Independent Person on Performance Review Panel

It is unclear how an independent person on a performance review panel would add any value to the process, given an independent person may have limited knowledge about the CEO's recent performance.

In fact, having a person not involved in the employment relationship involved in the performance review process seems to be contrary to a fair and proper performance review process.

WALGA fully supports Councils utilising an experienced and qualified consultant to facilitate the performance review process, but not to contribute to the substance of the performance review.

Termination

Questions 22 and 23 – Termination Notice Periods

It is noted that notice periods must comply with the National Employment Standards. There needs to be compliance with employment law at a minimum and, as the role of CEO is a senior position, a greater notice period (in the order of three months) is appropriate.

Monitoring and Enforcement

Questions 24-30 – Monitoring and Enforcement

As outlined in the general comments section above, WALGA's preferred approach is one based on capacity building, advice and support, and training.

A compliance based approach undermines the intent of having guidelines to assist Local Governments in their decision making processes, and may lead to risks and unintended consequences.

The consultation questions seem to imply that costs that result from consequences stemming from breaching the standards would be borne by the Local Government: for example, if the



process needed to be redone or there was a dispute. Establishment of a compliance and enforcement framework of this nature seems to be unnecessarily putting public money at risk.

WALGA acknowledges that the CEO recruitment process needs to be undertaken properly, and legally, and it is for these reasons that WALGA is advocating for a capacity building approach, with Councils encouraged to engage professional services and advice to ensure the process is undertaken properly.

Question 25 – To what extent do you support the statement: If a Local Government Commissioner were to be established, local governments should be required to pay a levy to fund its establishment and operation?

This appears to be a new idea without any supporting information as to the powers, duties and role of a Local Government Commissioner, and is therefore not something that WALGA can support at this stage.

The idea that Local Governments should be levied to fund an apparatus of the State Government is not supported. This would represent a significant cost shift from the State Government to the Local Government sector, for what appears to be a core regulatory role of the Department of Local Government, Sport and Cultural Industries.

Guidelines

Questions 31-33 – Utility of the guidelines

In general, there is useful information in the guidelines that will be of assistance to Councils embarking on a CEO recruitment process. As argued in this submission, WALGA's perspective is that the approach should be based on capacity building, support, advice, and training, and not based on a compliance driven approach.

Peter Webster

From: Rod Munns <rmecs@westnet.com.au>
Sent: Wednesday, 2 October 2019 9:22 PM
To: Peter Webster
Subject: FW: Final Draft Plan of Ballagin / Nenke / Sirdar Sts Roundabout and other concept plans for Information
Attachments: Ballagin - Nenke - Sirdar Sts Intersection Upgrade - Roundabout Option 2 - Rev 1 at 30-9-19.pdf; Ballagin - Nenke - Sirdar Sts Intersection Upgrade - Roundabout Option 2B Concept Plan.pdf; Ballagin - Nenke - Sirdar Sts Intersection Upgrade - Roundabout Option 2C Concept Plan.pdf; Ballagin - Nenke - Sirdar Sts Intersection Upgrade - Roundabout Option 2D Concept Plan.pdf

Peter,

Just confirming what we discussed today, the Plan "Option 2 – Rev 1 at 30-9-19" attached is the final plan, and there is only just sufficient room at the intersection to fit this roundabout in to the required standards and guidelines, for up to and including 12.5m long vehicles at a 50kph desired speed – so this obviously excludes semi trailer trucks and truck and dog vehicles > 12.5m long. If Council is happy for these vehicles longer than 12.5m to NOT be allowed on Ballagin Rd, then this roundabout design will be perfect, and perhaps you could consider putting up 4 signs on both of the approaches at each end of Ballagin Rd on the Great Southern Hwy indicating Vehicles < 12.5m long on Ballagin Rd ONLY. As I advised today, if you do install this roundabout, and a semi trailer up to 19m long accidentally turned down Ballagin Rd and had to negotiate this roundabout, a good driver at very low speed would likely keep to within the swept path within the inner and outer kerbing, and if not they could ride over the inner kerbing which is A-1 Mountable Kerbing anyway – this is what the 2.5m encroachment area immediately behind the inner circle mountable kerbing is for. This design is just meeting the "minimum" requirements of the Austroads Guideline 4B : Roundabouts.

The other 3 concept plans are to show that designs for Roundabouts for Vehicles > 12.5m long, OR for Vehicles up to 12.5m long to the "desired" requirements, and both will NOT fit into the available area at this intersection.

Regards

Rod Munns
 R Munns Engineering Consulting Services
 Mob : 0407 604 164

From: Rod Munns [mailto:rmecs@westnet.com.au]
Sent: Monday, 30 September 2019 1:19 PM
To: ceo@wagin.wa.gov.au
Cc: mow@wagin.wa.gov.au
Subject: Final Draft Plan of Ballagin / Nenke / Sirdar Sts Roundabout and other concept plans for Information

Peter,

Please find attached the Final Draft Plan of Ballagin / Nenke / Sirdar Sts Roundabout and other concept plans for Information. The other concept plans are showing that there is insufficient room to fit in a roundabout for a maximum 19m long vehicle (ie any vehicle > 12.5 m in length), with varying desired speed options.

Regards

Rod Munns
 R Munns Engineering Consulting Services
 Mob : 0407 604 164



COPY

WALGA

Expression of Interest

Household Hazardous Waste Program Temporary Collection Days

Officer	22 October 2019
Action Required	Comment
Information Only	Donna
Actioned	EHO
Scanned	CEO

Expressions of Interest are sought from Local Governments or Regional Councils interested in participating in the Household Hazardous Waste (HHW) Program, by hosting a Temporary Collection Day (TCD) event.

The Household Hazardous Waste Program is funded by the Waste Authority through the Waste Avoidance and Resource Recovery Account and is administered by WALGA. The HHW Program recently held five successful TCDs in June 2019 and are now looking for locations for more events over the coming years. Interest is sought in both the Metropolitan and the Non Metropolitan areas, as the Program is looking to extend services to areas not covered by existing permanent facilities.

Temporary Collection Days are one off events hosted by Local Government/Regional Councils at suitable locations where public are able to bring eligible HHW materials for free during the opening hours of the event. Events are normally held on a Saturday from 9am till 1pm. TCDs will be open to all public dropping off eligible domestic HHW materials, not just residents of the Local Government area the TCD is held in. The HHW Program funds the TCD event, including the waste contractor to run the event, the recycling of the materials collected and promotional activities for the event. The HHW Program does not cover any Local Government/Regional Council staff time, or any waste collected outside the allocated drop off time or location of the TCD event.

WALGA is seeking interest for TCDs that can be held in the remainder of the 2019/20 financial year and for 2020/21 through to 2022/23 financial years also.

To be considered for hosting a TCD, your Local Government/Regional Council will need to:

- Have a suitable location where a TCD can be held, ideally a large carpark, works depot, oval, or similar. The location must be able to allow the waste contractor to set up HHW drop off stations, bring in their transport and storage equipment, as well as have enough room where traffic can line up and not impede traffic, especially on any surrounding busy roads.
- Be able to liaise with WALGA and the HHW waste contractor to organise and promote the event
- Be able to allocate at least one staff member to attend the event to answer Local Government specific waste questions that are asked from public attending the event.

HHW materials accepted at TCDs must be from households only (no business waste) and will be restricted to a limit of 20kg or Litres per material type.

Acids (excludes hydrofluoric acid)	Flammable liquids - hydrocarbons and fuels	Organic peroxides
Acids - hydrofluoric	Flammable solids	Paint - metal based
Aerosols - CFC based	Flares	Paint - other including isocyanates and amines
Aerosols, flammable - paint and lacquers	Fluorescent tubes and light fittings	Paint - recyclable
Aerosols, flammable - pesticide	Gas cylinders - other	Paint - solvent based, including resins and adhesives
Alkali	Gas cylinders - propane	Paint - water based
Arsenic based products	General household chemical e.g. cleaners	PCB materials
Batteries - household	Heavy metal compounds	Pesticides - non Schedule X
Cyanides	Inorganic oxidising agents e.g. pool chlorine	Pesticides - Schedule X
Engine coolants and glycols	Low level radioactive substances e.g. smoke detectors	Solvents - halogenated
Fire extinguishers - non halon	Mercury - elemental	Toxics

The successful Local Government/Regional Council must commit to:

- Allow access to TCD site for the HHW waste contractor:
 - Prior to the event, for site inspection
 - Before and after TCD open times to set up and pack down equipment
 - To access ablutions for staff.
- Provide a main contact person to liaise with WALGA and the waste contractor to organise the logistics of the event.
- Ensuring there are no other events on at the location during the TCD open hours.
- Check if there are any road works scheduled that may impact the traffic management at the event.
- Organise traffic management for the day.
- Permit the public to drop off accepted HHW materials for free (including non-residents of the LG/RC area).
- Allocate at least one staff member to attend the event to answer Local Government specific waste questions that are asked from public attending the event.
- Liaising with your internal marketing teams to share/promote any promotional materials (such as Facebook event pages) which will be developed and paid for by the HHW Program.
- Ensure that any promotional activities undertaken by the Local Government/Regional Council (e.g. media statements, articles, social media, advertisements, newsletters, brochures, printed materials etc.) have the Waste Authority funding acknowledgement. Acknowledgements must include the Waste Authority logo in a prominent position (which must be obtained from the Waste Authority logo website) and must contain the words: 'This Project is funded by the Waste Authority through the Waste Avoidance and Resource Recovery Account.'

WALGA agrees to:

- Liaise with the Local Governments/Regional Councils and the waste contractor to organise the logistics of the event.
- Attend the event to supervise and take visitor surveys (asking for attendees' Suburb and how they heard about the TCD).
- Organise promotional materials for the event.

The HHW Program will fund:

- The waste contractor to run the event, including supplying equipment and staff to collect the HHW from attendees and transport to remove the waste after the event.
- The recycling/treatment/disposal of the HHW collected at the event.
- Promotional activities and materials developed by WALGA for the TCD events.

Submitting an Expression of Interest

Please submit your completed Expression of Interest to Tazra Hawkins, HHW Program Coordinator by email thawkins@walga.asn.au by **COB Friday, 22 November 2019**.

Expression of Interest – Household Hazardous Waste Program Temporary Collection Days

This Expression of Interest will be treated like a Memorandum of Understanding, and therefore must be signed off from the CEO. If your Local Government/Regional Council is selected you must commit to hosting an event and agree to the terms laid out in this EOI.

LG/RC Main Contact Person:

Name	Peter Webster
Position	CEO
Local Government	Wagin
Phone number	0898611177
Email	ceo@wagin.wa.gov.au

Has your Chief Executive Officer approved the submission of this Expression of Interest?

Yes

No

Household Hazardous Waste Temporary Collection Day Location Details:

Please provide the proposed address you would be able to host a TCD event.

Proposing to hold the collection day at the Shire Office car park at 1 Arthur Rd

Wagin

Two collections per year would be

expected

Are you able to liaise with WALGA and the HHW waste contractor to organise this event and provide at least one staff member to attend the day of the event?

Yes

Please indicate which financial year you prefer to host a TCD event. Please also indicate preference on dates or months if you have any.

Jan – June 2020: _____ April 2020 _____

2020/21: _____ October 2020 & April 2021 _____

2021/22: _____

2022/23: _____

Do you have any additional comments or requests (including any events in your area that should be avoided (such as recycling drop off days)?

We would advertise the collection day at adjoining shires through local papers. _____

Please submit your completed Expression of Interest to Tazra Hawkins, HHW Program Coordinator by email thawkins@walga.asn.au by COB Friday, 22 November 2019.



13. AGENDA ITEMS**13.1 EXTENSION TO CHIEF EXECUTIVE OFFICER'S CONTRACT**

PROPONENT:	Peter Webster
OWNER:	Shire of Wagin
LOCATION/ADDRESS:	Shire of Wagin
AUTHOR OF REPORT:	Chief Executive Officer
SENIOR OFFICER:	Chief Executive Officer
DATE OF REPORT:	16 th October 2019
PREVIOUS REPORT(S):	Nil
DISCLOSURE OF INTEREST:	Nil
FILE REFERENCE:	PE.RE.55
ATTACHMENTS:	Nil

BRIEF SUMMARY:

Council's decision not to appoint a new CEO and readvertise leaves the organisation in limbo. The current CEO's contract is to expire on the 31st December 2019, and he is willing to extend the contract until the 24th April 2019 if Council is in agreement.

BACKGROUND/COMMENT

Council received 14 applications for the CEO position and interviewed 5 people on Saturday 5th October 2019. Council met on the 8th October 2019 to finalise the appointment.

Council resolved not to appoint anyone to the position at this time and readvertise in early 2020.

The current CEO's contract is due to expire on the 31st December 2019 however he is willing to go on until the 24th April if thought appropriate. By extending the contract there would be no disruption in the office or the need to change things over in the interim.

The CEO has booked a holiday from the 30th January until 23rd February 2020 during which time the Deputy CEO would need to be appointed as the Acting CEO.

If Council started advertising in late January 2020 (after the Australia Day long weekend) I believe an appoint could be made prior to the 24th April 2020.

CONSULTATION/COMMUNICATION

Shire President
DCEO

STATUTORY/LEGAL IMPLICATIONS:

Nil

POLICY IMPLICATIONS:

Nil

FINANCIAL IMPLICATIONS:

Nil

STRATEGIC IMPLICATIONS:

Nil

VOTING REQUIREMENTS:

Absolute Majority

4136 OFFICERS RECOMMENDATION & COUNCIL DECISION

Moved: Cr. S M Chilcott

Seconded: Cr. B L Kilpatrick

That the CEO contract of Peter Webster be extended from the 31st December 2019 until 24th April 2020 to allow for the appointment of a new CEO for the Shire of Wagin.

Carried 9/1

13.2 NEW 4 X 4 UTILITY

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:	16 th October 2019
PREVIOUS REPORT(S):	12 th September 2019
DISCLOSURE OF INTEREST:	Nil
FILE REFERENCE:	PD.FL.2
ATTACHMENTS:	Tender Spreadsheet

BRIEF SUMMARY:

Council to rescind motion 4104 from the September Council meeting and resolve to purchase a new Toyota Hilux Workmate utility outright (without trade) and keep existing utility as part of Shire works fleet.

BACKGROUND/COMMENT:

Council, after a recommendation from the Works Committee, resolved to purchase a new Toyota Hilux utility and change-over existing 2010 Toyota Hilux utility as part of the trade. The resolution adopted by Council at the 24 September Ordinary Council is as follows:

4104 COMMITTEES RECOMMENDATION & COUNCIL DECISION

Moved: Cr. G R Ball

Seconded: Cr. S M Chilcott

That Council accepts the quote from Narrogin Toyota for an automatic Toyota Hilux Workmate, for a changeover of \$18,894.26 which includes a 5 year warranty.

Carried 7/0

Due to changes to the Shire outside works crew, where Management have had to provide the ranger vehicle to the new on-call Ranger and public toilets cleaner this has left the outside crew short on a utility. We have recently appointed a new person to replace resigned Town Laborer/Plant Operator, however there is now no utility for this position.

Narrogin Toyota is offering Council \$5,909 for the trade of the utility, the Manager of Works has requested the vehicle not be traded in and kept for the new Town Laborer. Narrogin Toyota have confirmed the purchase price of the new Toyota Hilux will remain the same without a trade. The purchase price of \$24,803 is \$4,803 over the budget allocation for this vehicle, however there has been almost \$16,000 in savings on the other budgeted works plant items for this current year.

The 2010 Toyota Hilux is in good running order and is far more valuable to the operations of the works department than the \$5,909 for changing it over.

To approve this request Council will have to rescind the above motion 4104 and then resolve to adopt the new motion to purchase the 2019 Toyota Hilux Workmate utility outright.

CONSULTATION/COMMUNICATION:

CEO
Manager of Works

STATUTORY/LLEGAL IMPLICATIONS:

Local Government Act 1995

POLICY IMPLICATIONS:

Nil

FINANCIAL IMPLICATIONS:

Nil

STRATEGIC IMPLICATIONS:

Nil

VOTING REQUIREMENTS:

Absolute Majority

4137 OFFICERS RECOMMENDATION & COUNCIL DECISION

Moved: Cr. G R Ball

Seconded: Cr. J P Reed

That Council:

Rescind motion 4104 - That Council accepts the quote from Narrogin Toyota for an automatic Toyota Hilux Workmate, for a changeover of \$18,894.26 which includes a 5 year warranty.

Carried 10/0

4138 OFFICERS RECOMMENDATION & COUNCIL DECISION

Moved: Cr. S M Chilcott

Seconded: Cr. G R Ball

That Council accepts the quote from Narrogin Toyota for an automatic Toyota Hilux Workmate, for an outright purchase of \$24,803.35 which includes a 5 year warranty.

The existing 2010 Toyota Hilux utility be retained for use by the Shire Works crew.

Carried 10/0

2019/2020 4x2 UTILITY						
VEHICLE	Fuel	DEALER	WARRANTY	COST EX GST	TRADE IN EX GST	TOTAL CHANGEOVER - EX GST
Isuzu SX - Automatic	Diesel	Edwards Isuzu Narrogin	6 Years	\$ 27,122.73	\$ 6,363.64	\$ 20,759.09
Isuzu SX - Manual	Diesel	Edwards Isuzu Narrogin	6 Years	\$ 24,597.27	\$ 6,363.64	\$ 18,233.63
Hilux workmate - Automatic	Petrol	Narrogin Toyota	5 Years	\$ 24,803.35	\$ 5,909.09	\$ 18,894.26
Hilux workmate - Manual	Petrol	Narrogin Toyota	5 Years	\$ 23,276.08	\$ 5,909.09	\$ 17,366.99
Holden Colorado LS - Automatic		Edwards Holden Narrogin	5 Years	\$ 30,353.09	\$ 6,363.64	\$ 23,989.45
Mitsubishi MR1L20 - Manual	Petrol	Narrogin Mitsubishi	6 Years	\$ 22,429.17	\$ 5,454.55	\$ 16,974.62



13.3 RANGER AUTHORISATIONS

PROPONENT:	Shire of Wagin
OWNER:	Shire of Wagin
LOCATION/ADDRESS:	N/A
AUTHOR OF REPORT:	Deputy Chief Executive Officer
SENIOR OFFICER:	Chief Executive Officer
DATE OF REPORT:	16 th October 2019
PREVIOUS REPORT(S):	February 2019
DISCLOSURE OF INTEREST:	Nil
FILE REFERENCE:	PE.AT.1
ATTACHMENTS:	Nil

BRIEF SUMMARY:

Council to endorse the appointment of Larry Standbridge 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.

With the recent resignation of Shire Ranger Nathan Cook there is a need to delete his authorisation as well as appoint his replacement.

Larry Standbridge is our current public toilets cleaner as well as undertaking seasonal mosquito spraying around the townsite. Management have decided to also add Shire Ranger to his work portfolio, this appointment works as an on-call Ranger to really just pick up stray dogs, cats and other animals and impound them as required. The Shire's contract Ranger will carry all high-end ranger issues such as dog attacks, dog nuisance complaints, infringements etc.

Mr Standbridge will now be able to utilise the Ranger vehicle for not just ranger calls but also his daily cleaning and mosquito fogging, this will save the Shire costs of paying private vehicle mileage. Mr Standbridge has been booked into an animal handling training course to ensure he has the appropriate knowledge and technique to handle animals correctly and safely.

Providing delegations to Mr Standbridge will enable him to carry out his roles under the relevant legislation on behalf of the Shire of Wagin, Management feel that only the acts relating to animal control is required at this stage.

- Dog Act 1976
- Cat Act 2011
- Animal Welfare Act 2002

CONSULTATION/COMMUNICATION:

CEO and relevant staff



STATUTORY/LEGAL IMPLICATIONS:

Local Government Act 1995

POLICY IMPLICATIONS:

Nil

FINANCIAL IMPLICATIONS:

Nil

STRATEGIC IMPLICATIONS:

Nil

VOTING REQUIREMENTS:

Absolute Majority

4139 OFFICERS RECOMMENDATION & COUNCIL DECISION

Moved: Cr. B L Kilpatrick

Seconded: Cr. L A Lucas

That Council:

- I) Delete Mr Nathan Cook as an Authorised Officer 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

- II) Endorse the appointment of Mr Larry Standbridge as an Authorised Officer for the Shire of Wagin pursuant to the following Acts:

Dog Act 1976

Cat Act 2011

Animal Welfare Act 2002

Carried by absolute majority 10/0

Note: Cr G R Ball declared a proximity interest in this item and left the meeting at 8.42 pm

13.4 HANGARS - WAGIN AIRPORT

PROPONENT:	Paul Drayton
OWNER:	Shire of Wagin
LOCATION/ADDRESS:	Wagin Airport
AUTHOR OF REPORT:	Chief Executive Officer
SENIOR OFFICER:	Chief Executive Officer
DATE OF REPORT:	16 th October 2019
PREVIOUS REPORT(S):	Nil
DISCLOSURE OF INTEREST:	Nil
FILE REFERENCE:	CP.MT.1
ATTACHMENTS:	Nil

BRIEF SUMMARY:

Council is leasing a hangar to Mr Paul Drayton to operate an airport maintenance service from. Business has built up to the point where he would like to enlarge the shed by 5m x 18m on the eastern side to accommodate the planes he is maintaining. He is also requesting a site on the eastern side of the "large" hangar for a further hangar measuring 15m x 18m

BACKGROUND/COMMENT

Mr Paul Drayton has been operating from the Wagin airport for about 2 years. He has found it difficult at times which has resulted in him working for QANTAS for four days a week which has allowed him to continue to operate Wagin Aero Service. Patronage has increased and there are 7 aircraft at the hangar today. (15.10.19)

The extension will enable him to store & service more planes.

He is also requesting a site on the eastern side of the "large" hangar for a 15m x 18m hangar which will be used by Ms Vicki Morris. If approved Plans and for the extension and new hangar would need to be submitted for building approval

Both the extension to the current hangar and the new hangar are privately funded. Mr Drayton also again expressed his desire to purchase the "large" hangar from where he currently works.

Council has adopted a plan to have hangars on the northern end of Giles St and have had a number of enquiries about locating a hangar on this site however nothing has occurred at this time. Fencing has been included in the 2019 / 20 budget to complete this area.

CEO COMMENT: -

Is Council prepared to have a further hangar erected in the "Central" area? We would have to construct a gravel taxi way as access for the new hangar. This would not cost a lot say \$500.

It is good to see the development at the airport and I believe Council should support it, however we can't keep erecting hangars in the "central" area as and at some point, hangars will need to be erected in the new area along Giles St.

Comments from the Wagin Aero Club have not been sought at this time

CONSULTATION/COMMUNICATION

Wagin Aero Club – Greg Ball - Discussion

STATUTORY/LEGAL IMPLICATIONS:

Nil

POLICY IMPLICATIONS:

Nil

FINANCIAL IMPLICATIONS:

Nil

STRATEGIC IMPLICATIONS:

Further development of Wagin Airport

VOTING REQUIREMENTS:

Simple

OFFICERS RECOMMENDATION

That Council endorses the extension of the “Large” hangar by 5m x 18m on the eastern side and the erection of the new 15m x 18m hangar also on the eastern side of the “Large” Hangar. Plans and specifications must be submitted and approved prior to any building.

4140 COUNCIL DECISION

Moved: Cr. S M Chilcott

Seconded: Cr. L A Lucas

That this item be referred to the Airport Development Committee for further consideration.

Carried 9/0

Note: reason for change, Council wants the Airport Development Committee to consider this matter and report back to Council.

Note: Cr G R Ball returned to the meeting at 8.44 pm

14. ANNOUNCEMENTS OF PRESIDENT AND COUNCILLORS

a) Elected Members

Cr Chilcott advised councillors about the Mamma Mia – concert that Radio Great Southern and all Good Business Services will be bringing to the Wagin Town Hall this Friday night 25 October 2019. Narrogin and Albany concerts have sold out.

Cr Blight advised that Wongan Hills has a Community Housing group. Housing for best interest of community. Would like to suggest that a delegation visit Wongan Hills to see how this operates.

Any interest in a Council Delegate for the Wheatbelt Development Board.

CEO recruitment – terms of engagement, Fitz Gerald Strategies to complete contract. Advertising timetable to be arranged, KPI's to new Councillors for consideration.

Cr Hegarty suggested Council have staff investigate video conferencing options.

b) Officer's

Nil

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.

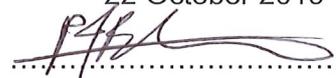
- (f) a matter that if disclosed, could be reasonably expected to:

 - (i) impair the effectiveness of any lawful method or procedure for preventing, defecting, 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 9.08 pm.

I certify that this copy of the Minutes is a true and correct record of the meeting held on
 22 October 2019

Signed: 

Presiding Elected Member

Date: 26-11-19