



# SHIRE OF WAGIN

## ORDINARY MEETING OF COUNCIL

### Minutes

24 March 2020

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#### DISCLAIMER

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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 7.01 pm

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

### PERMISSION FOR CR LUCAS TO TAKE PART REMOTELY

#### 4211 COUNCIL DECISION

Moved: Cr. S M Chilcott

Seconded: Cr. G K B West

That Cr L A Lucas be permitted to be present and take part in this meeting via telephone from Wagin.

Carried 8/0

<b>Present:</b>	Cr P J Blight	Shire President
	Cr B L Kilpatrick	Member
	Cr S M Chilcott	Member
	Cr G K B West	Member
	Cr W J Longmuir	Member
	Cr B S Hegarty	Member
	Cr J P Reed	Member
	Cr D G Reed	Member
	Cr L A Lucas	Member (via phone 7.04 pm)
<b>Staff:</b>	Mr P R Webster	Chief Executive Officer
	Mr B A Roderick	Deputy Chief Executive Officer
	Mr A Hicks	Manager of Works
<b>Apologies:</b>	Cr G R Ball	Deputy Shire President
	Cr D I Atkins	Member
<b>Gallery:</b>	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 Chilcott declared a financial interest in item 13.3 – Development Application - 20 Tavistock Street, Wagin – Container Deposit Scheme

**8. CONFIRMATION OF PREVIOUS MEETING MINUTES**

**TOWNSCAPE ENHANCEMENT COMMITTEE MEETING 12 MARCH 2020**

**4212 COUNCIL DECISION**

Moved: Cr. D G Reed

Seconded: Cr. J P Reed

That the Minutes of the Townscape Enhancement Committee Meeting of 12<sup>th</sup> March 2020 be received.

Carried 9/0

**FINANCE AND GENERAL PURPOSES COMMITTEE MEETING 16 MARCH 2020**

**4213 COUNCIL DECISION**

Moved: Cr. B S Hegarty

Seconded: Cr. W J Longmuir

That the Minutes of the Finance and General Purposes Committee Meeting of 16<sup>th</sup> March 2020 be received.

Carried 9/0

**WORKS AND SERVICES COMMITTEE MEETING 17 MARCH 2020**

**4214 COUNCIL DECISION**

Moved: Cr. S M Chilcott

Seconded: Cr B L Kilpatrick

That the Minutes of the Works and Services Committee Meeting of 17<sup>th</sup> March 2020 be received.

Carried 9/0

**BUSHFIRE ADVISORY COMMITTEE ANNUAL GENERAL MEETING 17 MARCH 2020**

**4215 COUNCIL DECISION**

Moved: Cr. J P Reed

Seconded: Cr. S M Chilcott

That the Minutes of the Bushfire Advisory Committee Annual General Meeting of 17<sup>th</sup> March 2020 be received.

Carried 9/0

**BUSHFIRE ADVISORY COMMITTEE MEETING 17 MARCH 2020**

**4216 COUNCIL DECISION**

Moved: Cr. B S Hegarty

Seconded: Cr. L A Lucas

That the Minutes of the Bushfire Advisory Committee Meeting of 17<sup>th</sup> March 2020 be received.

Carried 9/0

**4217 COUNCIL DECISION**

Moved: Cr. S M Chilcott

Seconded: Cr. G K B West

That the Minutes of the Ordinary Council Meeting of 25<sup>th</sup> February 2020 be confirmed as true and accurate.

Carried 9/0

<b>9 STATUS REPORT – FEBRUARY 2020</b>
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Date	Resolution #	Officer	Description	Action	Status	Questions & Comments
			<b>FINANCE &amp; ADMINISTRATION</b>			
28 April 2015	2702	CEO	Puntapin Rock Dam		That Council advise Water Corp that it is prepared to accept the responsibility and vesting of the Puntapin Dam and associated reserves and infrastructure.	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		Claim 44 \$8,000 outstanding
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
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		Landscape Architect engaged & Consultant work in progress
26 Nov 2019	4145					Concept Plan considered at the

				That Ecoscape be engaged to carry out the Wetlands Park Playground design		Townscape Committee. Refer to Townscape Minutes
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		Councillor appointed
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		Progressing
26 Nov 2019	4146	DCEO	Electronic Information Sign	That S-Tech LED Tech be appointed as the preferred supplier of the new Electronic Information sign – and invite them to conduct a presentation / demo at the next Townscape Enhancement Committee		In progress
25 Feb 2020	4188	CEO	Town Entry Statements	That the four (4) entry statements into Wagin be refurbished within the current Tourism Budget		Staff engaging contractors
25 Feb 2020	4197	DCEO/MF	2018 / 2019 Annual Report	That Council receive and adopt the Annual Report 2018 / 2019 and that the Annual Electors General Meeting be held on Tuesday 24 March prior to the March Ordinary Meeting of Council		Electors meeting to be held 24 March 2020 @ 6.30 pm
25 Feb 2020	4198	DCEO/MF/ Homecare	Changes to the Wagin Homecare Schedule of Fees and Charges 2019 / 2020	That Council adopt the fee increase for domestic assistance / personal care / respite care / social support from \$8 per hour to \$10 per hour from 1 April 2020		HACC clients notified

25 Feb 2020	4202	CEO/EA	Committee Nominations – Wagin Frail aged homes / Waratah	That Cr Hegarty be appointed as Councils representative to the Board of Wagin Frail Aged / Waratah Lodge until October 2021		Letter sent to Waratah advising that Cr Hegarty has been appointed as Councils delegate
25 Feb 2020	4203 & 4204	DCEO	Townscape Enhancement Committee – appointment of committee members	That the Townscape Enhancement Committee be expanded to include 1 delegate from the Wagin Action Group. And that Lance Mudgway be the nominated delegate.		Letter sent to Mr Mudgway advising of his appointment
25 Feb 2020	4205	CEO/EA	Committee Appointments – Cr Dave Atkins	That Cr Dave Atkins be appointed to the following committees		Committee Delegate List updated
25 Feb 2020	4209	Shire President	Appointment of Acting Chief Executive Officer	That William (Bill) Atkinson be appointed as ACEO from the 25 April 2020 for a period of upto 12 months		

			<b>HEALTH, BUILDING &amp; PLANNING</b>			
24 May 2011	1619	CEO	Proposed Residential Subdivision – Lot 896 Arnott Street	Staff not to progress development until further consideration of future needs be determined.		No action at this stage.
26 Mar 2013	2129	CEO	Future Accommodation Requirements – Library/Gallery/Tourist information HACC	CEO to seek concept plans for alternative future venues.	Collate Library survey - Completed	Refer #3776 Fin & Admin
20 Nov 2018	3928	DCEO	Wagin Sportsground and Recreation precinct development plan	That Council appoint CCS Strategic and ADC Projects to undertake the Wagin Sportsground and Recreation precinct planning project on the following basis: undertake stage 1 – needs assessment in 2018/2019 for \$24,200 plus on costs and subject to Council approval undertake stage 2 – feasibility study in accordance with quoted figure in 2019/20220		Phase 1 in progress, and report to be presented to Council
26 March 2019	3973			That Council give approval for CCS Strategic and ADC Projects to undertake the Wagin Sportsground and Recreation Precinct Plan Stage 2 – Feasibility Study		Phase 1 report completed, presentation to Council 27/06/2019. Phase 2 in progress  Presentation undertaken 31/10/2019 awaiting final masterplan  Final Report to be adopted by Council

25 Feb 2020	4200			That Council Receive and Endorse the Sportsground & Recreation Precinct Masterplan feasibility study report, endorse masterplan option 5 and issue the report for further community comment.		Community Meeting scheduled 26 March 2020
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		Progressing

25 Feb 2020	4196	CEO	Development Application – Shop 64 Tudhoe Street, Wagin (Larry Stanbridge)	That Council agree to Mr Larry Stanbridge development application subject to conditions.		
25 Feb 2020	4199	CEO	Wagin Airport Hangar Leases – Proposed clause inclusion	That Council approve the inclusion of the following clauses: <b>Completion of Aircraft Hangar</b> <i>The Lessee fails to erect an aircraft hangar on the Land within 2 years of the date commencement of this Lease</i> <b>Lapse of Building/Development Approval</b> <i>Approval given to the Lessee by the Lessor for development or building of an aircraft Hangar on the Land lapses or otherwise becomes of no force or effect, whether by the effluxion of time or for any other reason whatsoever.</i> For all New Airport Lease agreements.		
25 Feb 2020	4206	CEO	Change of Road name from Ginn to Stott Road	That Council, after seeking public comment submit the proposed name change to the Geographical names committee for consideration.		Now Approved
25 Feb 2020	4207	Exurban Rural & Regional Planning	Development Application – Existing Unauthorised Transport depot (retrospective) proposed second hand transportable staff accommodation building (ancillary accommodation) & new ablution building	That Council approve this development application subject to conditions		

			<b>WORKS &amp; SERVICES</b>			
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		To be kerbed shortly.  Works Committee to consider Ballagin / Sirdar round about
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.		Complete
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.		
17 Dec 2019	4175	CEO/MOW	Ballaying South Bridge # 4859 tender #3 2019/2020	That the tender to dismantle and replace 7-barrel box culverts be awarded to Halanson Earthmoving for the amount of \$186.780 GST inclusive		In progress

## 10. REPORTS FROM COMMITTEES

### 10.1 TOWNSCAPE ENHANCEMENT COMMITTEE MEETING 12 MARCH 2020

**OPENING:** Meeting opened at 7.04 pm.

**ATTENDANCE:**

Cr S M Chilcott	Chairperson
Cr G K B West	Member
Cr D G Reed	Member
Cr D Atkins	Member
Mrs R Hoysted	Community Member (entered the meeting at 7.15 pm)
Mr M Banks	Community Member
Ms D Patterson	Community Member

**Staff:**

Mr B A Roderick	Deputy Chief Executive Officer
Ms Donna George	Community Liaison Officer

**Visitors:** Mr Mike Brown Contract Horticulturist

**Apologies:**

Ms G Harvey	Community Member
Mr G T Hegarty	Community Member
Mr L Mudgway	Community Member

#### DECLARATION OF INTEREST

Nil

#### CONFIRMATION OF PREVIOUS MEETING MINUTES

#### COMMITTEES RECOMMENDATION

Moved: Mr G K B West

Seconded: Cr D G Reed

That the minutes of the Townscape Enhancement Committee Meeting held 18<sup>th</sup> November 2019 be confirmed as a true and correct record.

Carried 6/0

#### BUSINESS ARISING

- BP Service Station Ranford Street Crossover

#### PUBLIC FORUM

Nil

#### CORRESPONDENCE AND REPORTS

- Townscape Tree Planting and Beautification Program 2019/2020 - Update

- Wetlands Park Playground Development
- Town/Library Square Development
- Electronic Information Sign
- Giant Ram Appearance Issues and Maintenance

## URGENT BUSINESS

### 10.1.1 BUSINESS ARISING

#### **BP SERVICE STATION RANFORD STREET CROSSOVER**

I have spoken with the owner of the freight business who has stated that this has been an on-going issue since November 2018. She stated that there use to be a concrete drive-way that serviced her business off Ranford St, however the Shire pulled that up and brick paved the drive way entrance.

There are current issues with under-ground water which has made the situation worse, particularly as now the road has now dropped.

The freight owners believe there is no point doing anything until Great Southern Fuels have concluded their upgrade works and it may be an opportunity for the Shire to work with them to address the issue whilst the are upgrading the site.

Previously staff have contacted John O'Neil from Great Southern Fuels regarding the damage to the paved crossover from Ranford Street into their property. Mr O'Neil advised that they were undertaking works with issues with their tanks and they will be undertaking hot mixing of the site. He indicated that they could also hot mix the crossover, he advised that he will make contact with the Shire before the works are scheduled to take place.

Mr O'Neil hasn't been in contact with the Shire, however staff could now write or contact him with a view to meeting on site to see if all parties can address the issue.

*The Committee agreed to refer this matter to the Works and Services Committee.*

### 10.1.2 CORESPONENCE AND REPORTS

#### 10.1.2.1 TOWNSCAPE TREE PLANTING AND BEAUTIFICATION PROGRAM 2019 / 2020

#### **Information Only**

Staff have been monitoring the trees planted over the past two years as the plumb trees planted along Ballagin Street are not doing as well as others planted elsewhere in town. As we have had issues previously with trees along this street staff will undertake some soil sampling in that street to see if there is an issue.

The new trees on Tudhoe Street seem to be going well and continue to be watered. Staff under the guidance of Mike Brown will continue to monitor all newly planted trees.

The old concrete pots in Tudhoe, Tudor and Tavistock Streets have been cleaned with a high-pressure hose, painting has begun with all the pots in Tudhoe street getting their first coat of paint. They have come up quite well but will need a second coat. The painting of the other pots will continue in the next few weeks and hopefully completed by the end of the month.

Now that it is getting cooler, we will look at continuing on with the other parts of the Townscape beatification program and also significant works at the Wetlands Park.



Concrete Pot before Painting



Concrete Pot after Painting (One Coat)



**10.1.2.2 WETLANDS PARK PLAYGROUND DEVELOPMENT**

PROPONENT:	Shire of Wagin
OWNER:	Shire of Wagin
LOCATION/ADDRESS:	Wetlands Park
AUTHOR OF REPORT:	Deputy Chief Executive Officer
SENIOR OFFICER:	Chief Executive Officer
DATE OF REPORT:	10 <sup>th</sup> March 2020
PREVIOUS REPORT(S):	7 <sup>th</sup> November 2019
DISCLOSURE OF INTEREST:	N/A
FILE REFERENCE:	
ATTACHMENTS:	Wetlands Park Playground Development Concept Plan and costings

**SUMMARY**

To receive and endorse the Wetlands Park Playground Concept Master Plan to enable staff to commence the grant funding process.

**BACKGROUND**

At the last Committee meeting the decision was made to engage Ecoscape to carry out the Wetlands Park Playground design. After an on-site inspection and meeting with staff and some members of the Committee the enclosed Concept Master Plan has been developed.

**COMMENT**

The Concept Master plan has taken into consideration the wishes of the Committee in regards to the following important elements of the Business Case.

- *Safety fencing to provide a barrier between water areas and designated play areas however, to ensure the fencing style and structure does not detract from the current park amenity and functionality.*
- *A ninja park area incorporating the elements of balance, climbing, swinging, ropes, steppers, cable ride and nets.*
- *A natural style playground aimed more at younger children to include slides, swings and play modules that fit within the current Wetlands Park amenity. This park will require a shade structure that compliments its surroundings.*
- *Safety of all participants utilising the equipment – ensuring soffall is situated at all locations it is needed. The soffall will need to suit the area, be low maintenance and suitable to our environment.*
- *A provision for seating and benches for new area.*
- *Cosmetic upgrades to the existing Wetlands Park ablutions, to include rendering, painting, tiling and some upgrades to the internal infrastructure.*

In January the Consultants provided the Committee two schematic options that mainly related to the fencing. The majority of the Committee opted for the option that saw the small children's nature play area fenced only, and to have some sort of barrier to define the ninja park area. This has been built into the Master Plan.

The design and costings have been split into three stages, the Committee can choose to try and apply for funding in accordance with the stages or look at funding and completing them

all at once. The costings are significant, however there will be some savings through in-kind and volunteer work.

Staff are now looking for the Committee and then Council approve the Concept Master Plan so grant funding opportunities can be explored and application made.

**CONSULTATION/COMMUNICATION:**

Wagin Action Group  
Ecoscape

**STATUTORY/LEGAL IMPLICATIONS:**

Nil

**POLICY IMPLICATIONS:**

Nil

**FINANCIAL IMPLICATIONS:**

Some Budgeted funds in the 2019/2020 Council Budget

**STRATEGIC IMPLICATIONS:**

3.5 Youth focus on services and recreation development including coordination of effort across the Shire/Region.

3.7 Provide and support more community resources and facilities as required

**VOTING REQUIREMENTS:**

Simple

**OFFICERS RECOMMENDATION**

That the Wetlands Park Playground Concept Master Plan be endorsed.

That Staff commence the process to secure grant funds for Stage \_\_\_\_\_ of the project.

**COMMITTEE RECOMMENDATION**

Moved: Cr G K B West

Seconded: Cr D G Reed

1. That the Wetlands Park Playground Concept Master Plan be endorsed.
2. Advertise the proposed Wetlands Park Playground Concept Master Plan for public comment for a period of 21 days.
3. That Staff commence the process to secure grant funds for Stages 1, 2 and 3 of the project.

Carried 7/0

- Legend**
-  Concrete Paving (coloured)
  -  Gravel fines
  -  Playground sand pit
  -  Playground mulch
  -  Open turf space
  -  Low mass planting in organic mulch
  -  Low mass planting in gravel mulch
  -  Timber and chainlink fence
  -  Recycled timber boundary markers
  -  Proposed BBQ and picnic table
  -  Proposed picnic table
  -  Proposed bench seat with back
  -  Timber steppers
  -  Balance log
  -  Boulders
  -  Recycled timber path steps
  -  Play equipment - refer detail plans



*PBB*





*P&B*

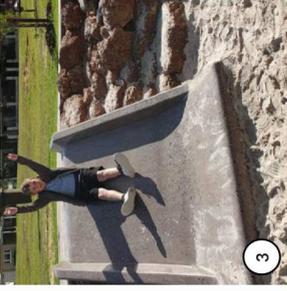
28 April 2020  
Dated



1  
TIMBER CLIMBING STRUCTURE - LYPA ( OFF THE SHELF OR CUSTOM OPTIONS)



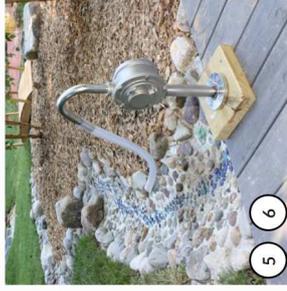
2  
DOUBLE SWING UNIT - PLAYRO



3  
CONCRETE SLIDE WITHIN ROCK MOUND



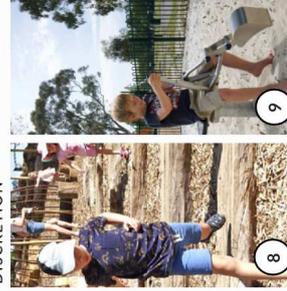
4  
LOG STAIR AMONGST ROCKERY MOUND TO ACCESS SLIDE



5 6  
DRY CREEK BED AND WATER PUMP TO PROVIDE SENSORY PLAY - WATER TO BE TURNED ON SEASONALLY AT SHIRE'S DISCRETION



7  
LOG CROSSING POINT AT DRY CREEK



8  
TIMBER LOG PATH TO PLAY AREAS



9  
SAND DIGGER

Legend

- Concrete Paving (coloured)
- Gravel fines
- Playground sand pit
- Playground mulch
- Open turf space
- Low mass planting in organic mulch
- Low mass planting in gravel mulch
- Timber and chainlink fence
- Recycled timber boundary markers
- Proposed BBQ and picnic table
- Proposed picnic table
- proposed bench seat with back
- Timber steppers
- Balance log
- Boulders
- Recycled timber path steps

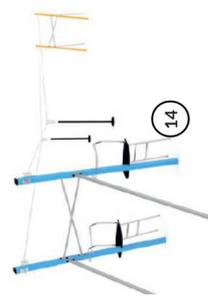


*P&B*

**Legend**

- Concrete Paving (coloured)
- Gravel fines
- Playground sand pit
- Playground mulch
- Open turf space
- Low mass planting in organic mulch
- Low mass planting in gravel mulch
- Recycled timber boundary markers
- Recycled timber path steps

28 April 2020  
Dated



OPINION OF PROBABLE COSTS					Wagin Wetlands Park	
			PROJECT No:		4497-19	
			CLIENT:		Shire of Wagin	
			STATUS:		Concept	
			AUTHOR:		LD	
			CHECKED:		NC	
		DATE:		27.02.20		
No.	DESCRIPTION	UNIT	RATE	QUANTITY	AMOUNT	
<b>STAGE 1</b>						
<b>1.1</b>	<b>PRELIMINARIES</b>				<b>\$9,549.60</b>	
	Preliminaries & establishment	item		5%	\$9,549.60	
<b>1.2</b>	<b>SITE WORKS AND EARTHWORKS</b>				<b>\$6,841.00</b>	
	Undertake bulk earthworks to achieve soft fall depths	sq m	\$5.00	250	\$1,250.00	
	Undertake fine grading to within 100mm of finished levels	sq m	\$3.00	197	\$591.00	
	Demolition	ps	\$5,000.00	1	\$5,000.00	
<b>1.3</b>	<b>HARDWORKS &amp; SURFACES</b>				<b>\$34,600.00</b>	
	Supply & install 100mm depth coloured concrete paving	sq m	\$75.00	60	\$4,500.00	
	Supply & install playground mulch to 300 mm depth in softfall areas	sq m	\$35.00	150	\$5,250.00	
	Supply & install playground mulch to 75 mm depth in play areas	sq m	\$10.00	80	\$800.00	
	Supply & install play sand to 300mm depth	sq m	\$40.00	20	\$800.00	
	Supply & install timber deck incl. substructure	sq m	\$400.00	5	\$2,000.00	
	Supply & install gravel fines	sq m	\$40.00	75	\$3,000.00	
	Supply & install rock bed to dry creek 100mm - 500mm nominal diameter	sq m	\$300.00	55	\$16,500.00	
	Supply & install timber sleeper steps	ea	\$250.00	7	\$1,750.00	
<b>1.4</b>	<b>EDGING &amp; FURNITURE</b>				<b>\$56,550.00</b>	
	Supply & install 250mm wide x 300mm depth concrete edge for playground softfall areas including compacted sub-grade	lin m	\$70.00	65	\$4,550	
	Supply & install 1m high timber frame and chain link fencing	lin m	\$200.00	100	\$20,000	
	Supply & install bench seat	ea	\$1,500.00	3	\$4,500	
	Supply & install picnic setting	ea	\$4,000.00	2	\$8,000	
	Supply & install BBQ incl. connections	ea	\$6,500.00	1	\$6,500	
	Supply & install 1m high access gate to fence	ea	\$500.00	2	\$1,000	
	Supply & install vertical timber edge, varied heights between 1.5m - 2.5m	ea	\$500.00	24	\$12,000	
<b>1.5</b>	<b>PLAY EQUIPMENT</b>				<b>\$76,751.00</b>	
	Supply & install play tower by Lypa	ea	\$25,000.00	1	\$25,000	
	Supply Playrope double bay swing	ea	\$6,701.00	1	\$6,701	
	Playrope installation and freight cost	ps	\$2,500.00	1	\$2,500	
	Supply & install 1.5m height concrete slide with rock mound	ea	\$17,000.00	1	\$17,000	
	Supply & install hand water pump incl. connection	ea	\$5,000.00	1	\$5,000	
	Supply & install sand digger	ea	\$2,500.00	1	\$2,500	
	Supply & install hardwood timber balance log	ea	\$1,500.00	3	\$4,500	
	Supply & install hardwood timber step log	ea	\$1,500.00	1	\$1,500	
	Supply & install limestone boulders 0.9m to 1.2m nominal diameter	ea	\$350.00	23	\$8,050	
	Supply & install cut log steppers	ea	\$200.00	20	\$4,000	
<b>1.6</b>	<b>PLANTING AND IRRIGATION</b>				<b>\$16,250.00</b>	
	Supply & install 130mm mass planting 3/sqm including 50mm mulch	sq m	\$35.00	185	\$6,475	
	Supply & install roll on turf incl. fertiliser	sq m	\$10.00	280	\$2,800	
	Supply & install irrigation to mass planting and turf areas	ea	\$15.00	465	\$6,975	
<b>1.7</b>	<b>CONTINGENCY</b>				<b>\$30,081.24</b>	
	Contingency sum	per cent		15%	\$30,081.24	
<b>TOTAL (excluding GST)</b>					<b>\$230,622.84</b>	
GST					\$23,062	
<b>TOTAL (including GST)</b>					<b>\$253,685.12</b>	
NOTE:						
For items with a green tab, cost savings may be found if local salvaged materials are sourced by the Shire.						

No.	DESCRIPTION	UNIT	RATE	QUANTITY	AMOUNT
<b>STAGE 2</b>					
<b>2.1</b>	<b>PRELIMINARIES</b>				<b>\$8,250.10</b>
	Preliminaries & establishment	item		5%	\$8,250.10
<b>2.2</b>	<b>SITE WORKS AND EARTHWORKS</b>				<b>\$4,225.00</b>
	Undertake bulk earthworks to achieve soft fall depths	sq m	\$5.00	645	\$3,225.00
	Demolition	ps	\$1,000.00	1	\$1,000.00
<b>2.3</b>	<b>HARDWORKS &amp; SURFACES</b>				<b>\$29,650.00</b>
	Supply & install playground mulch to 300 mm depth in softfall areas	sq m	\$35.00	430	\$15,050.00
	Supply & install playground mulch to 75 mm depth in play areas	sq m	\$10.00	215	\$2,150.00
	Supply & install take off point timber deck to flying fox incl. substructure	sq m	\$400.00	18	\$7,200.00
	Supply & install soft fall retention mat beneath flying fox runs in accordance with manufacturer's specification	sq m	\$150.00	35	\$5,250.00
<b>2.4</b>	<b>EDGING &amp; FURNITURE</b>				<b>\$10,000.00</b>
	Supply & install vertical timber edge, varied heights between 1.5m - 2.5m	ea	\$500.00	20	\$10,000.00
<b>2.5</b>	<b>PLAY EQUIPMENT</b>				<b>\$107,377.00</b>
	Supply Playrope steppers 0410	ea	\$1,157.00	1	\$1,157
	Supply Playrope netix hand grips 1608	ea	\$3,444.00	1	\$3,444
	Supply Playrope balance beam 0404-1	ea	\$2,277.00	1	\$2,277
	Supply Playrope balance beam 0411	ea	\$797.00	1	\$797
	Supply Playrope multi climb station WD1420	ea	\$5,814.00	1	\$5,814
	Supply Playrope wooden balance steps WD1426	ea	\$1,577.00	1	\$1,577
	Supply Playrope terrano's spider's web	ea	\$9,800.00	1	\$9,800
	Supply Playrope climbing hut 0310C9	ea	\$3,434.00	1	\$3,434
	Supply Playrope balance beams 0409 (optional stage 2b)	ea	\$1,058.00	1	\$1,058
	Supply Playrope netix tunnel 1603 (optional stage 2b)	ea	\$4,554.00	1	\$4,554
	Supply Playrope rock climb rope combo WD1417 (optional stage 2b)	ea	\$2,786.00	1	\$2,786
	Supply Playrope angled monkey bars WD1465 (optional stage 2b)	ea	\$1,589.00	1	\$1,589
	Supply Playrope netix balance pads 1610 (optional stage 2b)	ea	\$4,895.00	1	\$4,895
	Supply Playrope double cableway 30m 0-421	ea	\$26,195.00	1	\$26,195
	Playrope installation and freight cost	ps	\$38,000.00	1	\$38,000
<b>2.6</b>	<b>PLANTING AND IRRIGATION</b>				<b>\$13,750.00</b>
	Supply & install 130mm mass planting 3/sqm including 50mm mulch	sq m	\$35.00	275	\$9,625
	Supply & install irrigation to mass planting areas	ea	\$15.00	275	\$4,125
<b>2.7</b>	<b>CONTINGENCY</b>				<b>\$25,987.82</b>
	Contingency sum	per cent		15%	\$25,987.82
<b>TOTAL (excluding GST)</b>					<b>\$199,239.92</b>
GST					\$19,924
<b>TOTAL (including GST)</b>					<b>\$219,163.91</b>
No.	DESCRIPTION	UNIT	RATE	QUANTITY	AMOUNT
<b>STAGE 3</b>					
<b>3.1</b>	<b>PRELIMINARIES</b>				<b>\$2,015.65</b>
	Preliminaries & establishment	item		5%	\$2,015.65
<b>3.2</b>	<b>SITE WORKS AND EARTHWORKS</b>				<b>\$1,138.00</b>
	Undertake fine grading to within 100mm of finished levels	sq m	\$3.00	46	\$138.00
	Demolition	ps	\$1,000.00	1	\$1,000.00
<b>3.3</b>	<b>HARDWORKS &amp; SURFACES</b>				<b>\$36,675.00</b>
	Supply & install 100mm depth coloured concrete paving	sq m	\$75.00	15	\$1,125.00
	Supply & install timber seating terraces incl. substructure	sq m	\$500.00	44	\$22,000.00
	Supply & install gravel fines	sq m	\$40.00	20	\$800.00
	Supply & install timber sleeper steps	ea	\$250.00	11	\$2,750.00
	Supply & install render and paint finish to existing toilet block	ps	\$10,000.00	1	\$10,000.00
<b>3.4</b>	<b>PLANTING AND IRRIGATION</b>				<b>\$2,500.00</b>
	Supply & install 130mm mass planting 3/sqm including 50mm mulch	sq m	\$35.00	50	\$1,750
	Supply & install irrigation to mass planting areas	ea	\$15.00	50	\$750
<b>3.5</b>	<b>CONTINGENCY</b>				<b>\$6,349.30</b>
	Contingency sum	per cent		15%	\$6,349.30
<b>TOTAL (excluding GST)</b>					<b>\$48,677.95</b>
GST					\$4,868
<b>TOTAL (including GST)</b>					<b>\$53,545.74</b>
<b>NOTE:</b>					
For items with a green tab, cost savings may be found if local salvaged materials are sourced by the Shire.					
This OPC does not include for any demolition, headworks, bore bulk earth works, earthmoving, civil/structural items, maintenance or consultation fees.					

**10.1.2.3 TOWN / LIBRARY SQUARE DEVELOPMENT**

Council has now acquired the last lot of the three lots alongside the Library and can now proceed with development of this key area in the Townsite. Council has allocated \$130,000 towards the development in the 2019/2020 Budget.

The below concept plan was drawn up a couple of years ago as a guide only. Horticultural Consultant, Mike Brown, will be presenting his plan for the area at the meeting. The plan will include an area for the community and visitors to sit down and come together but also it will ensure it caters for all the current parking requirements.

Mr Brown will also factor in the proposed electronic sign in his plan; however, he believes it should be a one-sided sign placed above the Library facing Tudhoe Street.



Mr Brown presented his plan for the area to the Committee. This has been drawn to scale however it is not in a computer-generated CAD format as he wished the members of the Committee to take the plan templates home and make changes as they saw fit.

He advised the plan addressed the following:

- Parking Requirements

- *User Friendly*
- *Dog Friendly*
- *Car Recharge Station*
- *RV Dump Point*
- *Low Key Beautification*
- *Low Maintenance*
- *Importance of Visibility*
- *Rest Area*
- *Update Toilet Block*
- *Cater for Foot Traffic*
- *Stage*
- *Electronic Display Unit/Sign*

*The Plan incorporates Taylor Lane, which is 577 sq metres bringing the whole area to 3,900 sq metres. This was broken up into 700sq metres for garden beds and buildings/paving and 3,200 sq metres for vehicle parking and traffic movement.*

*It was agreed that the Electronic Sign Display was an integral part of the Town Square development and it was critical where it was positioned. In Mr Brown's plan, he had a one-sided panel positioned above the southern Library wall. Previously, the Committee had planned to install a two sided electronic display unit on the south western corner of the block, with the sign facing both east and west.*

*Staff and Mr Brown pointed out that there may be issues with Main Roads regulations and approval if the sign was placed in this position along the road reserve. The Committee requested Shire staff to contact Main Roads to get a clear understanding regarding the regulations around the type of electronic sign we are looking at purchasing in relation to where it can be placed on the site.*

*In moving forward, the following steps were agreed to with this development.*

- *Seek clarity and regulations from Main Roads regarding Electronic Sign placement.*
- *The Committee to agree on changes to the concept template plan at the next meeting in April.*
- *Mr Brown to then then have the agreed Town Square development concept template plan drawn up in a computer aided design and drafting format.*
- *The Committee to then put the agreed plan to Council for endorsement.*
- *Council to advertise the endorsed Concept Plan to the community for comment.*
- *Commence works on the Town Square Development*

*Cr West has requested Shire staff to remove the piezometers and other concrete objects on the site.*

**10.1.2.4 ELECTRONIC SIGN INFORMATION**

The Electronic Sign project has been on-going for some years, with the last Committee and Council decision being as follows.

**COMMITTEE AND COUNCIL DECISION**

That S-Tech LED Technology be appointed the preferred supplier of the new Electronic Information Sign and invite them to conduct a presentation/demonstration at the next Townscape Enhancement Committee meeting.

Carried

A representative of S-Tech gave a presentation to the Townscape Committee, however no formal outcomes came out of the presentation. Also, the Electronic Sign project is embedded in the Town / Library Square development and should now be considered with any planning of this Town Square development.

Council is holding \$65,000 in Council and community funds towards this project. Management firmly believe this project should only be considered in the whole Town / Square Development to achieve the best result for the community of Wagin and visitors/tourists to our town.

***Please refer to the Town / Library Square Development Item (7.3) for further information on this item.***

### 10.1.2.5 GIANT RAM APPEARANCE ISSUES AND MAINTENANCE

PROPONENT:	Shire of Wagin
OWNER:	Shire of Wagin
LOCATION/ADDRESS:	Wetlands Park
AUTHOR OF REPORT:	Deputy Chief Executive Officer
SENIOR OFFICER:	Chief Executive Officer
DATE OF REPORT:	10 <sup>th</sup> March 2020
PREVIOUS REPORT(S):	N/A
DISCLOSURE OF INTEREST:	N/A
FILE REFERENCE:	
ATTACHMENTS:	

#### SUMMARY

To request Council consider maintenance work and painting of the Giant Ram in the 2020/2021 Council Budget.

#### BACKGROUND/COMMENT

For some time now there has been concerning issues with “Bart” the Giant Ram’s appearance, with previous requests from this Committee to investigate and report back.

Staff have not been able to contract a structural engineer to look at “Bart”, so staff have had the Shire’s Building Surveyor to do an inspection. Unfortunately, he has not been able to get inside the structure, but he is of the belief the exterior markings are cosmetic and not structural. He believes it looks like someone has thrown projectiles against the Ram causing it to run down the side and leaving stains or marks. Also, there is a lot of general discolouring from the elements as “Bart” has not been painted for approximately seven years.

The author is recommending that the Committee put a formal request to Council to consider maintenance work and painting of the Giant Ram in the 2020/2021 Council Budget. If Council agrees to this, then staff can organise costings for Budget consideration to undertake this remedial work.

#### CONSULTATION/COMMUNICATION:

Shire Environmental Health Officer/Building Surveyor

#### STATUTORY/LEGAL IMPLICATIONS:

2.5 Refine Infrastructure to support arts, culture and entertainment.

3.7 Provide and support more community resources and facilities as required.

#### POLICY IMPLICATIONS:

Nil

#### FINANCIAL IMPLICATIONS:

2020/2021 Council Budget consideration

#### STRATEGIC IMPLICATIONS:

Nil

**VOTING REQUIREMENTS:**

Simple

**OFFICERS AND COMMITTEE RECOMMENDATION**

Moved: Cr D G Reed

Seconded: Cr GKB West

That the maintenance work and painting of "Bart" the Giant Ram be considered in the 2020/2021 Council Budget.

Carried 7/0



**10.1.3 URGENT BUSINESS**

Town Weed Spraying Program

Cr West requested that the Works crew spray the weeds in the town site more frequently.

**10.1.4 CLOSURE**

There being no further business the Chairperson thanked those in attendance and closed the meeting at 7.37pm.

**10.1.2.2 WETLANDS PARK PLAYGROUND DEVELOPMENT****4218 COMMITTEES RECOMMENDATION & COUNCIL DECISION**

Moved: Cr. S M Chilcott

Seconded: Cr. G K B West

1. That the Wetlands Park Playground Concept Master Plan be endorsed.
2. Advertise the proposed Wetlands Park Playground Concept Master Plan for public comment for a period of 21 days.
3. That Staff commence the process to secure grant funds for Stages 1, 2 and 3 of the project.

Carried 9/0

**10.1.2.5 GIANT RAM APPEARANCE ISSUES AND MAINTENANCE****4219 COMMITTEES RECOMMENDATION & COUNCIL DECISION**

Moved: Cr. J P Reed

Seconded: Cr. G K B West

That the maintenance work and painting of "Bart" the Giant Ram be considered in the 2020/2021 Council Budget.

Carried 9/0

**10.2 FINANCE AND GENERAL PURPOSES COMMITTEE MEETING 16 MARCH 2020**

**OPENING:** The Chairman declared the meeting open at 5.30 pm

**ATTENDANCE:**

Cr PJ Blight	Chairperson
Cr G R Ball	Member
Cr B L Kilpatrick	Member
Cr B S Hegarty	Member
Cr J P Reed	Member

**Staff:**

Mr P R Webster	Chief Executive Officer
Mr B A Roderick	Deputy Chief Executive Officer
Mrs T Hall	Manager of Finance

**Visitors:** Cr W J Longmuir Councillor/Observer

**Apologies:** Nil

**DECLARATION OF INTEREST:**

Nil

**CONFIRMATION OF PREVIOUS MEETING MINUTES****COMMITTEES RECOMMENDATION**

Moved: Cr. G R Ball

Seconded: Cr. B L Kilpatrick

That the minutes of the Finance and General Purposes Committee Meeting held 12<sup>th</sup> December 2019 be confirmed as a true and correct record.

Carried 5/0

**BUSINESS ARISING**

Nil

CEO- Key Performance Indicators

CEO Key performance indicators will be finalised along with changes to Acting CEO contract. This will then be put to Council for approval.

**CORRESPONDENCE AND REPORTS**

- Amendment of Purchasing / Tender Guide Policy
- Elected Member Training and Continuing Professional Development / Administration Policy
- Local Government House Trust – Deed of Variation
- Budget Review 2019/2020

**URGENT BUSINESS**


**10.2.1 CORRESPONDENCE AND REPORTS****10.2.1.1 FINANCE POLICY 15: PURCHASING TENDER GUIDE AMENDMENT**

PROPONENT:	Deputy CEO
OWNER:	Shire of Wagin
LOCATION/ADDRESS:	N/A
AUTHOR OF REPORT:	Deputy CEO
SENIOR OFFICER:	Chief Executive Officer
DATE OF REPORT:	12 December 2019
PREVIOUS REPORT(S):	Nil
DISCLOSURE OF INTEREST:	N/A
FILE REFERENCE:	N/A
ATTACHMENTS:	Purchasing Tender Guide Policy

**BRIEF SUMMARY:**

To approve amendments to Council's Finance Policy 15. - Purchasing Tender Guide.

**BACKGROUND/COMMENT:**

The Office of Auditor General (OAG), last year, conducted a Focus Audit on the Shire's management of Contract Renewals, Extensions and Variations. One of the Focus Audit's findings was the absence of comprehensive procurement guidelines in the Purchasing / Tender Policy for the management of Contract Renewals, Extensions and Variations.

In the absence of these policy guidelines, there is an increased risk of the following:

- appropriate procurement procedures may not be followed for contract variations
- contract renewals or extensions may not be effectively managed, potentially resulting in failure to achieve value for money, and
- contract renewals or extensions may not be approved in accordance with approved delegations of authority. This increases the likelihood of extensions or variations that are not justified.

The OAG has requested the following recommendations be included in Council's Purchasing / Tender Guide Policy.

**OAG Recommendation****The Purchasing and Tender Policy should be updated to include:**

- a requirement to maintain a contract register, with details of the key information to be included in the register
- the dollar value above which contracts are to be recorded in the register and the custodian responsible for the regular review and update of the register
- guidance on the definition of contract variations (including clarification that when variations, considered cumulatively, significantly change the scope of the original contract, then a separate procurement process may be required)
- a requirement for the custodian of the contract register to regularly review the register for contracts nearing expiry, so that negotiations can commence well before the expiry of the contract. This will ensure continuity in the supply of goods and services as well as provide

best value for money

a requirement for an assessment of current contractor performance to be performed, to ensure poor performing contractors are identified and concerns are adequately addressed, prior to exercising the contract renewal or extension option.

In addition, the Purchasing and Tender Policy should be updated to include specific delegated authorisation limits for the approval of contract renewals or extensions and variations. This will minimise the risk of extensions and variations being approved that are not justified.

I have attached the new proposed amended policy that includes the above recommendations.

**CONSULTATION/COMMUNICATION:**

Chief Executive Officer

**STATUTORY/LEGAL IMPLICATIONS:**

Local Government Act 1995

Local Government (Financial Management) Regulations

**POLICY IMPLICATIONS:**

As per resolution

**FINANCIAL IMPLICATIONS:**

Nil

**STRATEGIC IMPLICATIONS:**

Nil

**VOTING REQUIREMENTS:**

Absolute Majority

**OFFICERS AND COMMITTEES RECOMMENDATION**

Moved: Cr. G R Ball

Seconded: Cr. J P Reed

That the amended Finance Policy 15 – Purchasing Tender Guide be adopted.

Carried by Absolute Majority 5/0

**Note: Proposed New Policy**

<b>Policy Type:</b>	Finance
<b>Date Adopted:</b>	22 June 2010 – Minute #1394

<b>Policy No:</b>	<b>15</b>
<b>Date Last Reviewed:</b>	18 Dec 2012 - Minute #2078 20 Nov 2018 – Minute #3910 17 Dec 2019 – Minutes #4166

<b>Legal (Parent):</b>
1. Local Government Act 1995

<b>Legal (Subsidiary):</b>
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<b>Delegation of Authority Applicable</b>
No

<b>Delegation No.</b>
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**PROPOSED POLICY**

<b>Title:</b>	<b>1. PURCHASING TENDER GUIDE</b>
<b>Objective:</b>	<ul style="list-style-type: none"> <li>To provide compliance with the Local Government Act, 1995 and the Local Government Act (Functions and General) Regulations, 1996 (as amended in March 2007).</li> <li>To deliver a best practice approach and procedures to internal purchasing for the Shire of Wagin.</li> <li>To ensure consistency for all purchasing activities that integrates within all the Shire of Wagin operational areas.</li> </ul>
<b>Policy Statement:</b>	<p><b>Why do we need a Purchasing Policy?</b> The Shire of Wagin is committed to setting up efficient, effective, economical and sustainable procedures in all purchasing activities. This policy:</p> <ul style="list-style-type: none"> <li>Provides the Shire of Wagin with a more effective way of purchasing goods and services.</li> <li>Ensures that purchasing transactions are carried out in a fair and equitable manner.</li> <li>Strengthens integrity and confidence in the purchasing system.</li> <li>Ensures that the Shire of Wagin receives value for money in its purchasing.</li> <li>Ensures that the Shire of Wagin considers the environmental impact of the procurement process across the life cycle of goods and services.</li> <li>Ensures the Shire of Wagin is compliant with all regulatory obligations.</li> <li>Promotes effective governance and definition of roles and responsibilities.</li> <li>Uphold respect from the public and industry for the Shire of Wagin's purchasing practices that withstands probity.</li> </ul>

**Ethics and Integrity**

All officers and employees of the Shire of Wagin shall observe the highest standards of ethics and integrity in undertaking purchasing activity and act in an honest and professional manner that supports the standing of the Shire of Wagin.

The following principles, standards and behaviours must be observed and enforced through all stages of the purchasing process to ensure the fair and equitable treatment of all parties:

- full accountability shall be taken for all purchasing decisions and the efficient, effective and proper expenditure of public monies based on achieving value for money;
- all purchasing practices shall comply with relevant legislation, regulations, and requirements consistent with the Shire of Wagin policies and code of conduct;
- purchasing is to be undertaken on a competitive basis in which all potential suppliers are treated impartially, honestly and consistently;
- all processes, evaluations and decisions shall be transparent, free from bias and fully documented in accordance with applicable policies and audit requirements;
- any actual or perceived conflicts of interest are to be identified, disclosed and appropriately managed; and
- any information provided to the Shire of Wagin by a supplier shall be treated as commercial-in-confidence and should not be released unless authorised by the supplier or relevant legislation.

**Value For Money**

Value for money is an overarching principle governing purchasing that allows the best possible outcome to be achieved for the Shire of Wagin. It is important to note that compliance with the specification is more important than obtaining the lowest price, particularly taking into account user requirements, quality standards, sustainability, life cycle costing, and service benchmarks.

An assessment of the best value for money outcome for any purchasing should consider:

- all relevant whole-of-life costs and benefits whole of life cycle costs (for goods) and whole of contract life costs (for services) including transaction costs associated with acquisition, delivery, distribution, as well as other costs such as but not limited to holding costs, consumables, deployment, maintenance and disposal.
- the technical merits of the goods or services being offered in terms of compliance with specifications, contractual terms and conditions and any relevant methods of assuring quality;
- financial viability and capacity to supply without risk of default. (Competency of the prospective suppliers in terms of managerial and technical capabilities and compliance history);
- a strong element of competition in the allocation of orders or the awarding of contracts. This is achieved by obtaining a sufficient number of competitive quotations wherever practicable.

Where a higher priced conforming offer is recommended, there should be clear and demonstrable benefits over and above the lowest total priced, conforming offer.

**Sustainable Procurement**

Sustainable Procurement is defined as the procurement of goods and services that have less environmental and social impacts than competing products and services.

Shire of Wagin is committed to sustainable procurement and where appropriate shall endeavour to design quotations and tenders to provide an advantage to goods, services and/or processes that minimise environmental and negative social impacts. Sustainable considerations must be balanced against value for money outcomes in accordance with the Shire of Wagin's sustainability objectives.

Practically, sustainable procurement means the Shire of Wagin shall endeavour at all times to identify and procure products and services that:

- Have been determined as necessary;
- Demonstrate environmental best practice in energy efficiency / and or consumption which can be demonstrated through suitable rating systems and eco-labelling.
- Demonstrate environmental best practice in water efficiency.
- Are environmentally sound in manufacture, use, and disposal with a specific preference for products made using the minimum amount of raw materials from a sustainable resource, that are free of toxic or polluting materials and that consume minimal energy during the production stage;
- Products that can be refurbished, reused, recycled or reclaimed shall be given priority, and those that are designed for ease of recycling, re-manufacture or otherwise to minimise waste.
- For motor vehicles – select vehicles featuring the highest fuel efficiency available, based on vehicle type and within the designated price range;
- For new buildings and refurbishments – where available use renewable energy and technologies.

#### **Purchasing Thresholds and Staff Limits**

Where the value of procurement (excluding GST) for the value of the contract over the full contract period (including options to extend) is, or is expected to be:-

Amount of Purchase	Model Policy
Up to \$2,000	Quotations not required for items of minor recurrent nature, such as groceries, stationary, hardware, mechanical, reticulation consumable's etc Employee must be satisfied that the price is competitive
\$2,001 to less than \$9,999	Seek at least two verbal quotations Written quotations recommended but not required
\$10,000 - \$39,999	Obtain at least two written quotations containing price and specification of goods and services (with procurement decision based on all value for money considerations).
\$40,000 - \$99,999	Obtain at least three written quotations containing price and specification of goods and services (with procurement decision based on all value for money considerations). Panel may be required
\$100,000 and above	Conduct a public tender process.

Amount of Purchase	Authorised Staff
Up to \$39,999	CEO Deputy CEO Manager of Finance Manager of Works
Unlimited	CEO

The authorising officer, before signing off on a purchase order, is to ensure verbal and written quotations are recorded and attached to the purchase order when applicable.

The CEO or DCEO will conduct regular checks of purchase orders to ensure verbal and written quotations are recorded and attached to purchase orders when applicable.

The CEO will conduct regular checks of invoices to ensure the correct authorised staff have signed purchase orders and authorised accounts for payment within their authorised spending limit.

Where it is considered beneficial, tenders may be called in lieu of seeking quotations for purchases under the \$100,000 threshold (excluding GST). If a decision is made to seek public tenders for Contracts of less than \$100,000, a Request for Tender process that entails all the procedures for tendering outlined in this policy must be followed in full.

#### **Up to \$2,000**

Quotations not required for items of minor recurrent nature, such as groceries, stationary, hardware, mechanical, reticulation consumable's etc

Employee must be satisfied that the price is competitive and it is recommended to use professional discretion and occasionally undertake market testing with a greater number or more formal forms of quotation to ensure best value is maintained.

This purchasing method is suitable where the purchase is relatively small and low risk. Record keeping requirements must be maintained in accordance with record keeping

#### **\$2,001 to less than \$9,999**

Seek at least two verbal quotations. Written quotations recommended but not required.

This category is for the procurement of goods or services where the value of such procurement ranges between \$2,001 and \$9,999.

The general principles for obtaining verbal quotations are:

- Ensure that the requirement / specification is clearly understood by the Shire of Wagin employee seeking the verbal quotations.
- Ensure that the requirement is clearly, accurately and consistently communicated to each of the suppliers being invited to quote.
- Read back the details to the Supplier contact person to confirm their accuracy.
- Written notes detailing each verbal quotation must be recorded.

Record keeping requirements must be maintained in accordance with record keeping policies.

#### **\$10,000 to \$39,999**

For the procurement of goods or services where the value exceeds \$10,000 but is less an \$39,999, it is required to obtain at least two written quotes (commonly a sufficient number of quotes would be sought according to the type and nature of purchase).

The responsible officer is expected to demonstrate due diligence seeking quotes and to comply with any record keeping and audit requirements. Record keeping requirements must be maintained in accordance with record keeping policies.

Where this is not practical to get two written quotes, e.g. due to limited suppliers, it must be noted through records relating to the process.

**NOTES:** The general principles relating to written quotations are;

- An appropriately detailed specification should communicate requirement(s) in a clear, concise and logical fashion.
- The request for written quotation should include as a minimum:
  - Written Specification
  - Selection Criteria to be applied
  - Price Schedule
  - Supply timeframe
  - Conditions of responding
  - Validity period of offer
- Invitations to quote should be issued simultaneously to ensure that all parties receive an equal opportunity to respond.
- Offer to all prospective suppliers at the same time any new information that is likely to change the requirements.
- Responses should be assessed for compliance, then against the selection criteria, and then value for money and all evaluations documented.
- Respondents should be advised in writing as soon as possible after the final determination is made and approved.

**\$40,000 to \$99,999**

For the procurement of goods or services where the value exceeds \$40,000 but is less than \$99,999 it is required to obtain at least three written quotations containing price and a sufficient amount of information relating to the specification of goods and services being purchased.

The Shire of Wagin Purchasing and Tender Guide has a series of forms including a Request for Quotation Template which can assist with recording details. Record keeping requirements must be maintained in accordance with record keeping policies.

For this procurement range, the selection should not be based on price alone, and it is strongly recommended to consider some of the qualitative factors such as quality, stock availability, accreditation, time for completion or delivery, warranty conditions, technology, maintenance requirements, organisation's capability, previous relevant experience and any other relevant factors as part of the assessment of the quote.

**Regulatory Compliance**

**Tender Exemption**

In the following instances public tenders or quotation procedures are not required (regardless of the value of expenditure):

- An emergency situation as defined by the Local Government Act 1995;
- The purchase is under a contract of WALGA (Preferred Supplier Arrangements), Department of Treasury and Finance (permitted Common Use Arrangements), Regional Council, or another Local Government;
- The purchase is under auction which has been authorised by Council;
- The contract is for petrol, oil, or other liquid or gas used for internal combustion engines;
- Any of the other exclusions under Regulation 11 of the Functions and General Regulations apply.

**Sole Source of Supply (Monopoly Suppliers)**

The procurement of goods and/or services available from only one private sector source of supply, (i.e. manufacturer, supplier or agency) is permitted without the need to call competitive quotations provided that there must genuinely be only one source of supply. Every endeavour to find alternative sources must be made. Written confirmation of this must be kept on file for later audit.

**Note:** The application of provision "sole source of supply" should only occur in limited cases and procurement experience indicates that generally more than one supplier is able to provide the requirements.

**Anti-Avoidance**

The Shire of Wagin shall not enter two or more contracts of a similar nature for the purpose of splitting the value of the contracts to take the value of consideration below the level of \$150,000 thereby avoiding the need to publicly tender.

**Tender Criteria**

The Shire of Wagin shall, before tenders are publicly invited, determine in writing the criteria for deciding which tender should be accepted.

The evaluation panel shall be established prior to the advertising of a tender and include a mix of skills and experience relevant to the nature of the purchase.

For Requests with a total estimated (Ex GST) price of:

- Between \$40,000 and \$99,999, the panel must contain a minimum of 2 members; and
- \$ \$100,000 and above, the panel must contain a minimum of 3 members.

**Advertising Tenders**

Tenders are to be advertised in a state-wide publication e.g. "The West Australian" newspaper, Shire of Wagin Tenders section, preferably on a Wednesday or Saturday.

The tender must remain open for at least 14 days after the date the tender is advertised. Care must be taken to ensure that 14 **full** days are provided as a minimum.

The notice must include;

- a brief description of the goods or services required;
- information as to where and how tenders may be submitted;
- the date and time after which tenders cannot be submitted;
- particulars identifying a person from who more detailed information as to tendering may be obtained;
- detailed information shall include;
- such information as the Shire of Wagin decides should be disclosed to those interested in submitting a tender;
- detailed specifications of the goods or services required;
- the criteria for deciding which tender should be accepted;
- whether or not the Shire of Wagin has decided to submit a tender; and
- whether or not tenders can be submitted by facsimile or other electronic means, and if so, how tenders may so be submitted.

**Issuing Tender Documentation**

Tenders will not be made available (counter, mail, internet, referral, or other means) without a robust process to ensure the recording of details of all parties who acquire the documentation.

This is essential as if clarifications, addendums or further communication is required prior to the close of tenders, all potential tenderers must have equal access to this information in order for the Shire of Wagin not to compromise its Duty to be Fair.

**Tender Deadline**

A tender that is not received in full in the required format by the advertised Tender Deadline shall be rejected.

**Opening of Tenders**

No tenders are to be removed from the tender box, or opened (read or evaluated) prior to the Tender Deadline.

Tenders are to be opened in the presence of the Chief Executive Officer's delegated nominee and at least one other Council Officer. The details of all tenders received and opened shall be recorded in the Tenders Register.

Tenders are to be opened in accordance with the advertised time and place. There is no obligation to disclose or record tendered prices at the tender opening, and price information should be regarded as *commercial-in-confidence* to the Shire of Wagin. Members of the public are entitled to be present.

The Tenderer's Offer form, Price Schedule and other appropriate pages from each tender shall be date stamped and initialled by at least two Shire of Wagin Officers present at the opening of tenders.

**No Tenders Received**

Where the Shire of Wagin has invited tenders, however no compliant submissions have been received, direct purchases can be arranged on the basis of the following:

- a sufficient number of quotations are obtained;
- the process follows the guidelines for seeking quotations between \$40,000 & \$100,000(listed above);
- the specification for goods and/or services remains unchanged;
- purchasing is arranged within 6 months of the closing date of the lapsed tender.

**Tender Evaluation**

Tenders that have not been rejected shall be assessed by the Shire of Wagin by means of a written evaluation against the pre-determined criteria. The tender evaluation panel shall assess each tender that has not been rejected to determine which tender is most advantageous.

**Addendum to Tender**

If, after the tender has been publicly advertised, any changes, variations or adjustments to the tender document and/or the conditions of tender are required, the Shire of Wagin may vary the initial information by taking reasonable steps to give each person who has sought copies of the tender documents notice of the variation.

**Minor Variation**

If after the tender has been publicly advertised and a successful tenderer has been chosen but before the Shire of Wagin and tenderer have entered into a Contract, a minor variation may be made by the Shire of Wagin.

A minor variation will not alter the nature of the goods and/or services procured, nor will it materially alter the specification or structure provided for by the initial tender.

**Notification of Outcome**

Each tenderer shall be notified of the outcome of the tender following Council resolution.

Notification shall include:

- The name of the successful tenderer
- The total value of consideration of the winning offer

The details and total value of consideration for the winning offer must also be entered into the Tenders Register at the conclusion of the tender process.

**Records Management**

All records associated with the tender process or a direct purchase process must be recorded and retained. For a tender process this includes:

- Tender documentation;
- Internal documentation;
- Evaluation documentation;
- Enquiry and response documentation;
- Notification and award documentation.

For a direct purchasing process this includes:

- Quotation documentation;
- Internal documentation;
- Order forms and requisitions.

Record retention shall be in accordance with the minimum requirements of the State Records Act, and the Shire of Wagin's internal records management policy.

**Contracts and Contract Renewals, Extensions and Variations**

A requirement to maintain a contract register, with details of the key information to be included in the register

the dollar value above which contracts are to be recorded in the register and the custodian responsible for the regular review and update of the register

guidance on the definition of contract variations (including clarification that when variations, considered cumulatively, significantly change the scope of the original contract, then a separate procurement process may be required)

a requirement for the custodian of the contract register to regularly review the register for contracts nearing expiry, so that negotiations can commence well before the expiry of the contract. This will ensure continuity in the supply of goods and services as well as provide best value for money

a requirement for an assessment of current contractor performance to be performed, to ensure poor performing contractors are identified and concerns are adequately addressed, prior to exercising the contract renewal or extension option.

**All new Contracts and Contract renewals, extensions and variations must be authorised by the Chief Executive Officer.**

### 10.2.1.2 ELECTED MEMBER TRAINING AND CONTINUING PROFESSIONAL DEVELOPMENT

PROPONENT:	Shire of Wagin
OWNER:	Shire of Wagin
LOCATION/ADDRESS:	Shire of Wagin
AUTHOR OF REPORT:	Chief Executive Officer Acknowledgement is made of substance of report Shire of Narrogin Chief Executive Officer Dale Stewart
SENIOR OFFICER:	Chief Executive Officer
DATE OF REPORT:	9 <sup>th</sup> March 2020
PREVIOUS REPORT(S):	N/A
DISCLOSURE OF INTEREST:	N/A
FILE REFERENCE:	
ATTACHMENTS:	Draft Policy

#### BRIEF SUMMARY:

This report recommends that Council adopt a Policy relating to Continuing Professional Development; and determine the preferred service provider for Elected Member Training.

#### BACKGROUND:

The Local Government Legislation Amendment Act 1995 received the Governor's assent on 5 July 2019. S5.128 of the Act requires Councils to adopt a policy in relation to the continuing professional development of Elected Members with a requirement for a Policy to be published on the local government website.

The Department of Local Government, Sport and Cultural Industries (DLGSC) have subsequently advised that all Council Members will need to complete the Council Member Essentials training course, within 12 months of being elected. The course has been developed to provide Council Members with the skills and knowledge to perform their roles as leaders in their district.

#### COMMENT:

All Council Members will have to complete the Council Member Essentials course unless, in the previous five years, they have passed the Diploma of Local Government 52756WA (Elected Member) or the course titled LGASS00002 Elected Member Skill Set.

The Council Member Essentials course comprises of the following five units:

Understanding Local Government (1/2 day) eLearning

Serving on Council (1/2 day) eLearning

Meeting Procedures (2 days)

Conflicts of interest (1 day)

Understanding financial reports and budgets (1 day)

Courses are provided by the following two organisations with several delivery options available:

Western Australian Local Government Association (WALGA)

Options	• Delivery of training	Individual cost per person
Option 1	• 3 x individual face-to-face (at WALGA offices) plus 2 eLearning	\$2,240
Option 2	• 5 x individual eLearning (all 4 courses conducted online)	\$975
Option 3	• 5 x individual eLearning (all 4 courses conducted online (unlimited) Sat Band 3)	\$5,000 per local government pa

## South Metropolitan TAFE

•	• Individual Fees	
• Training Course	Face to face per participant at SMT	eLearning per participant
• Understanding Local Government	\$450	\$250
• Serving on Council	\$800	\$440
• Conflicts of Interest	\$450	\$250
• Understanding Financial Reports & Budgets	\$450	\$250
• Meeting Procedures	\$450	\$250
• All 4 courses in one amalgamated course	\$2,365	\$1,300

\*Travel and accommodation costs need to be added to the above costs for face to face learning.

## Cost Comparison

Options	•	WALGA (pp)	SMTAFE (pp)
1	• eLearning modules (all courses online)	\$975	\$1,300
2	• 3 x individual face to face (duration 4 days) • 2 x eLearning (Understanding Local Government and conflicts of Interest)	\$2,240	\$2,200

The Shire of Wagin's Annual Budget includes allowance for the costs associated with Elected Member training, which could be face-to-face or completed online. Council Officers will liaise with Councillors to arrange mutually convenient training opportunities. The training is valid for five years.

The Officer has recommended that the policy refer to eLearning being the Council's preference, given that this represents a cost saving to the Shire. However, the policy also acknowledges that there may be Elected Members who prefer to receive training face-to-face and/or opportunities to

attend training which is being delivered in the region. Individual training requirements can be discussed with the Shire President or CEO.

Should an Elected Member have completed any of the units of training previously, the Elected Member will be required to undertake the on-line assessment component only of the training which will then be auto marked and a Certificate of Achievement automatically issued.

The officer has recommended WALGA as the Shire's preferred facilitator for the Council Member Essentials training.

**CONSULTATION/COMMUNICATION:**

Officers have consulted with the Department of Local Government, Sport and Cultural Industries (DLGSC), South Metropolitan TAFE and WALGA.

**STATUTORY/Legal IMPLICATIONS:**

Pursuant to section 5.128 of the Local Government Act 1995, all Councils are required to adopt a policy in relation to the continuing professional development of Elected Members, with a requirement that an up-to-date version of the policy be available on the Shire's website and the policy complying with any prescribed policy, if any. There is no current prescribed policy, nor any proposed by the Department, at this time.

In addition, s5.127 requires the Shire to report on the training completed by Elected Members each financial year, and that report is to be published on the Shire's website within 1 month after the end of the financial year.

**POLICY IMPLICATIONS:**

The draft policy with respect to continuing professional development and training is attached.

**FINANCIAL IMPLICATIONS:**

There is an amount of \$8,000 currently available in the Councillor Conference / Training budget for the 2019/2020 financial year.

Costs associated with accommodation, meals and travel expenses should be taken into consideration for any face-to-face training.

**STRATEGIC IMPLICATIONS:**

Local Government Act 1995

**VOTING REQUIREMENTS:**

Absolute majority.

**OFFICERS AND COMMITTEES RECOMMENDATION**

Moved: Cr. B L Kilpatrick

Seconded: Cr. B S Hegarty

1. That the draft Continuing Professional Development Policy as attached be adopted.
2. Utilise the Western Australia Local Government Association (WALGA) for delivery of Council Member Essentials Training via online delivery where practical.

Carried by Absolute Majority 5/0

**Note: Proposed New Policy**

<b>Policy Type:</b>	Administration
<b>Date Adopted:</b>	

<b>Policy No:</b>	21
<b>Date Last Reviewed:</b>	

<b>Legal (Parent):</b>
1. Local Government Act 1995

<b>Legal (Subsidiary):</b>

<b>Delegation of Authority Applicable</b>
No

<b>Delegation No.</b>

**ADOPTED POLICY**

<b>Title:</b>	<b>21. CONTINUING PROFESSIONAL DEVELOPMENT – ELECTED MEMBERS</b>
<b>Objective:</b>	To ensure that Elected Members of the Shire of Wagin receive appropriate information and training to enable them to understand and undertake their responsibilities and obligations.
<b>Policy Statement:</b>	<p><b>Policy Statement</b></p> <p>The Shire of Wagin recognises the importance of providing Elected Members with the knowledge and resources that will enable them to fulfil their role in accordance with statutory compliance and community expectations and make educated and informed decisions.</p> <p>Pursuant to the Local Government Act 1995, Elected Members must complete Council Member Essentials which incorporates the following training units:</p> <ol style="list-style-type: none"> <li>Understanding Local Government;</li> <li>Conflicts of Interest;</li> <li>Serving on Council;</li> <li>Meeting Procedures and Debating; and</li> <li>Understanding Financial Report and Budgets.</li> </ol> <p>Council's preferred provider for the training is WALGA (WA Local Government Association).</p> <p>All units and associated costs will be paid for by the Shire and must be completed as per the prescribed regulations. The training is valid for a period of five years.</p> <p>Additionally, the Shire will publish, on the Shire's website, training undertaken by all Elected Members within one month after the end of the financial year pursuant to Local Government Act 1995.</p>

It is Council's preference that the training is undertaken via the eLearning method which is the more cost efficient form of delivery. It is acknowledged however that there may be Elected Members who prefer to receive training face-to-face and/or opportunities to attend training which is being delivered in the region or in the Perth metropolitan area.

### **Procedures**

Considerations for approval of the training or professional development activity include:

- The costs of attendance including registration, travel and accommodation, if required;
- The Budget provisions allowed and the uncommitted or unspent funds remaining;
- Any justification provided by the applicant when the training is submitted for approval;
- The benefits to the Shire of the person attending;
- Identified skills gaps of elected members both individually and has a collective;
- Alignment to the Shire's Strategic Objectives; and
- The number of Shire representatives already approved to attend.

Consideration of attendance at training or professional development courses, other than the online Council Member Essentials, which are deemed to be approved, are to be assessed as follows:

- Events for the Shire President must be approved by the Deputy Shire President, in conjunction with the CEO; and
- Events for Councillors must be approved by either the Council or the Shire President, in conjunction with the CEO.

Notewell: any expenditure commitments associated with training or professional development must be performed by and authorised through the CEO.

### **Forms and Templates**

Nil

**10.2.1.3 LOCAL GOVERNMENT HOUSE TRUST – DEED OF VARIATION**

PROPONENT:	Shire of Wagin
OWNER:	Shire of Wagin
LOCATION/ADDRESS:	Shire of Wagin
AUTHOR OF REPORT:	Chief Executive Officer Acknowledgement is made of substance of report Shire of Narrogin Executive Assistant – Carolyn Thompson
SENIOR OFFICER:	Chief Executive Officer
DATE OF REPORT:	9 <sup>th</sup> March 2020
PREVIOUS REPORT(S):	N/A
DISCLOSURE OF INTEREST:	N/A
FILE REFERENCE:	
ATTACHMENTS:	1. Email from WALGA CEO – Nick Sloan 2. Deed of Variation (Draft) 3. Clause 12

**BRIEF SUMMARY:**

Council's consent is sought, to a variation to the Trust Deed for the Local Government House Trust (The Trust) as the Shire of Wagin is a unit holder and beneficiary to the Local Government House Trust, holding 4 unit/s as advised in WALGA's recent Quarterly Report Q4 2019.

The Trust's Board of Management is seeking to vary the Trust Deed in order to assist the Trust's income tax exempt status. As stipulated by the Deed, the Trust requires consent of at least 75 per cent of all beneficiaries in order to execute this variation.

As a beneficiary, the Shire of Wagin is requested to consent to the enclosed Deed of Variation supported by a resolution of Council; and to communicate this consent in writing, to consent for the Trustee to formally execute the Deed of Variation (Attachment 2).

**BACKGROUND:**

The Local Government House Trust ("The Trust") exists primarily to provide building accommodation for the Western Australian Local Government Association. Since January 2014, the Trust has provided WALGA with accommodation at 170 Railway Parade West Leederville.

The current trust deed commenced in 1993 and was amended in 2002 to reflect the merger of the metropolitan and country associations into WALGA. The current Trust Deed pronounces WALGA as Trustee and unit holders as Beneficiaries, with the Trustee holding property and associated monies "upon Trust" and in proportion to the units provided.

Commencement date of the current deed is 17 February 1993, with a vesting date 79 years from commencement - which means that the Trust ends in 2072.

The Trust is exempt from income tax on the basis of being a State / Territory Body (STB) pursuant to *Division 1AB of the Income Tax Assessment Act 1936*.

Trust Deed Variation

removing the existing Trustee's power to retire and appoint a new Trustee (Clause 2.1 and 2.2 (22.3) of the Deed of Variation)

enabling the beneficiaries to appoint and remove a Trustee (Clause 2.2 (22.4) of the Deed of Variation), and

ensuring that the Board of Management is the 'governing body' of the Trust (Clause 2.3 of the Deed of Variation)

The three proposed amendments when applied to the relevant clauses inserted by the Deed of Variation dated 5 June 2002 will subsequently read as follows (proposed amendments shown in red text):

1. Variation 2.1 amends clause 22.1 to point to additional clause:

22.1 Any Trustee of the Trust may retire as Trustee of the Trust- ~~The Subject to clause 22.3, the~~ right to appoint any new or additional trustee or trustees of the Trust is hereby vested in the retiring or continuing trustee. A corporation or incorporated association may be appointed as Trustee of the Trust.

2. Variation 2.2 inserts two new clauses:

~~22.3 The retiring or continuing trustee shall only be entitled to appoint any new or additional trustee of the Trust with the consent of not less than 75% of the Beneficiaries.~~

~~22.4 The Beneficiaries may at any time by Special Resolution:~~

- ~~(a) remove a Trustee from the office as Trustee of the Trust; and~~
- ~~(b) appoint such new or additional Trustee.~~

3. Variation 2.3 insert a new clause 13A

~~13A Delegation to the Board of Management~~

~~Unless the Beneficiaries otherwise direct (such direction to be given by not less than 75% of the Beneficiaries), the Trustees shall delegate all of the powers authorities and discretions contained in subclauses (a) to (x) of clause 12 to the Board of Management. The Trustees shall, at the direction of the Board of Management, do such things as may be necessary to give effect to the exercise of a power, authority or discretion by the Board of Management.~~

**COMMENT:**

The first two amendments outlined above remove powers granted to the Trustee in the 2002 Deed Variation resulting from the merger to a single Association representing WA Local Governments. These amendments which previously facilitated the transfer of trusteeship to the then new Western Australian Local Government Association are removed, but with the clarification that any appointment must be with the consent of the beneficiaries.

The final amendment intends to confirm that power rests with the Board of Management. As the Board of Management comprises Local Governments, this satisfies the requirements of a STB for tax purposes. This amendment reflects the actual operation of the Trustee in implementing the decisions of the Board of Management whilst retaining sufficient operational discretion to place and renew investments and pay suppliers.

These amendments provide greater power to beneficiaries through the Board of Management, and as such it is anticipated they will be considered acceptable.

**CONSULTATION/COMMUNICATION:**

No external consultation has been undertaken, nor is proposed or deemed required.

**STATUTORY/LEGAL IMPLICATIONS:**

There are no relevant statutory provisions.

**POLICY IMPLICATIONS:**

There are no relevant policy implications.

**FINANCIAL IMPLICATIONS:**

There are no relevant financial implications upon the Council's Budget or Long Term Financial Plan.

One Seventy (170) Railway Parade, (local government house), where WALGA is located, is owned by the Association. The Shire of Wagin owns four (4) units in the Trust that owns the 'local government house', which were valued at \$17,517.11 each (as at 30/6/18 as advised by WALGA). The Shire's asset register reflects four (4) units held by the Shire of Wagin.

Supporting the Deed of Variation will only strengthen WALGA's financial position. Of which the Shire of Wagin is a financial member.

**STRATEGIC IMPLICATIONS:**

Nil

**VOTING REQUIREMENTS:**

Simple majority.

**COMMITTEES RECOMMENDATION**

Moved: Cr. G R Ball

Seconded: Cr. B L Kilpatrick

1. Consent to a variation to the Trust Deed for the Local Government House Trust (The Trust) as detailed in the attachment and
2. Communicate this consent in writing to the Local Government House Trust's Board of Management.

Carried 5/0

**From:** Communications <[communications@walga.asn.au](mailto:communications@walga.asn.au)>  
**Sent:** Wednesday, 19 February 2020 9:03 AM  
**To:** Peter Webster <[ceo@wagin.wa.gov.au](mailto:ceo@wagin.wa.gov.au)>  
**Subject:** Local Government House Trust- Deed of Variation

*Sent on behalf of WALGA CEO Nick Sloan*

19 February 2020

Our Ref: NS/RM

Mr Peter Webster  
Chief Executive Officer  
Shire of Wagin

Dear Mr Webster,

**Re: Local Government House Trust – Deed of Variation**

I am writing to seek your Council's consent by formal resolution to a variation to the Trust Deed for the Local Government House Trust (The Trust).

Shire of Wagin is a unit holder and beneficiary to the Local Government House Trust, holding 4 unit/s as advised in WALGA's recent Quarterly Report Q4 2019.

The Trust's Board of Management is seeking to vary the Trust Deed in order to assist the Trust's income tax exempt status. As stipulated by the Deed, the Trust requires consent of at least 75 per cent of all beneficiaries in order to execute this variation.

As a beneficiary, the Shire of Wagin is requested to consent to the enclosed Deed of Variation supported by a resolution of Council; and to communicate this consent to us in writing. Please note, we are requesting consent for the Trustee to formally execute the attached Deed of Variation – your Local Government is not required to sign the enclosed document.

Further details on the particular Deed Variations and objectives to be achieved by this variation are outlined below.

**Background on the Local Government House Trust**

The Local Government House Trust ("The Trust") exists primarily to provide building accommodation for the Western Australian Local Government Association. Since January 2014, the Trust has provided WALGA with accommodation at 170 Railway Parade West Leederville.

The current trust deed commenced in 1993 and was amended in 2002 to reflect the merger of the metropolitan and country associations into WALGA. The current Trust Deed pronounces WALGA as Trustee and unit holders as Beneficiaries, with the Trustee holding property and associated monies "upon Trust" and in proportion to the units provided.

Commencement date of the current deed is 17 February 1993, with a vesting date 79 years from commencement - which means that the Trust ends in 2072.

The Trust is exempt from income tax on the basis of being a State / Territory Body (STB) pursuant to *Division 1AB of the Income Tax Assessment Act 1936*.



## Trust Deed Variation

Trust Deed amendments set out in the Deed of Variation are based on legal advice and are intended to assist the Trust's income tax exempt status by strengthening the position that the Trust is a State / Territory Body (STB).

Legal advice identified that the Trustee's ability to retire and appoint a new Trustee might affect the Trust's classification as a State or Territory Body (STB). This view, while based upon highly technical grounds, is a risk nonetheless.

Subsequently the Deed of Variation aims to strengthen the position that the Trust is a STB through the following amendments:

1. removing the existing Trustee's power to retire and appoint a new Trustee (Clause 2.1 and 2.2 (22.3) of the Deed of Variation)
2. enabling the beneficiaries to appoint and remove a Trustee (Clause 2.2 (22.4) of the Deed of Variation), and
3. ensuring that the Board of Management is the 'governing body' of the Trust (Clause 2.3 of the Deed of Variation)

The three proposed amendments when applied to the relevant clauses inserted by the Deed of Variation dated 5 June 2002 will subsequently read as follows (proposed amendments shown in red text):

1. Variation 2.1 amends clause 22.1 to point to additional clause:

22.1 Any Trustee of the Trust may retire as Trustee of the Trust. ~~The~~ **Subject to clause 22.3, the** right to appoint any new or additional trustee or trustees of the Trust is hereby vested in the retiring or continuing trustee. A corporation or incorporated association may be appointed as Trustee of the Trust.

2. Variation 2.2 inserts two new clauses:

**22.3 The retiring or continuing trustee shall only be entitled to appoint any new or additional trustee of the Trust with the consent of not less than 75% of the Beneficiaries.**

**22.4 The Beneficiaries may at any time by Special Resolution:**

**(a) remove a Trustee from the office as Trustee of the Trust;  
and**

**(b) appoint such new or additional Trustee.**

3. Variation 2.3 insert a new clause 13A

### **13A Delegation to the Board of Management**

**Unless the Beneficiaries otherwise direct (such direction to be given by not less than 75% of the Beneficiaries), the Trustees shall delegate all of the powers authorities**

**and discretions contained in subclauses (a) to (x) of clause 12 to the Board of Management. The Trustees shall, at the direction of the Board of Management, do**

**such things as may be necessary to give effect to the exercise of a power, authority or discretion by the Board of Management.**

**Comment**

The first two amendments outlined above remove powers granted to the Trustee in the 2002 Deed Variation resulting from the merger to a single Association representing WA Local Governments. These amendments which previously facilitated the transfer of trusteeship to the then new Western Australian Local Government Association are removed, but with the clarification that any appointment must be with the consent of the beneficiaries.

The final amendment intends to confirm that power rests with the Board of Management. As the Board of Management comprises Local Governments, this satisfies the requirements of a STB for tax purposes. This amendment reflects the actual operation of the Trustee in implementing the decisions of the Board of Management whilst retaining sufficient operational discretion to place and renew investments and pay suppliers.

These amendments provide greater power to beneficiaries through the Board of Management, and as such it is anticipated they will be considered acceptable.

Thank you for your consideration of the above amendments we look forward to receiving formal consent to execute these changes via resolution of Council.

If you have any questions regarding the variations, please email Financial Controller Rick Murray at [rmurray@walga.asn.au](mailto:rmurray@walga.asn.au).

Yours sincerely,  
Nick

**Nick Sloan | Chief Executive Officer | WALGA**

(p) (08) 9213 2025 | (m) 0408 941 792 | (e) [nsloan@walga.asn.au](mailto:nsloan@walga.asn.au)

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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**10.2.1.4 BUDGET REVIEW 2019/2020**

PROPONENT:	Manager of Finance
OWNER:	Shire of Wagin
LOCATION/ADDRESS:	N/A
AUTHOR OF REPORT:	Manager of Finance
SENIOR OFFICER:	Chief Executive Officer
DATE OF REPORT:	12 March 2020
PREVIOUS REPORT(S):	Nil
DISCLOSURE OF INTEREST:	N/A
FILE REFERENCE:	N/A
ATTACHMENTS:	Under a separate cover

**BRIEF SUMMARY:**

A budget review has been developed for consideration by the Finance & General Purpose Committee.

**BACKGROUND:**

The Local Government (Financial Management) Regulations 1996 require that each Local Authority conducts a budget review between the 1<sup>st</sup> of January and 31<sup>st</sup> of March of each year.

Within 30 days after a review is performed it is to be presented to Council for adoption. This includes considering any recommendation made in the review. After Council has adopted the review it must send a copy of the review to the Department of Local Government within a 30 day period.

**COMMENT:**

The budget review is for the period 1 July 2019 to 29 February 2020 and there does not appear to be anything out of the ordinary.

The following is a summary of the predicted variances:

<b>Carried Forward Surplus</b>	<b>22,946</b>
<b>Operating Budget</b>	<b>(55,483)</b>
<b>Non-operating Grants, Subsidies &amp; Contribut.</b>	<b>28,713</b>
<b>Proceeds from Disposal of Assets</b>	<b>14,787</b>
<b>Capital Expenditure</b>	<b>20,401</b>
<b>Transfer from Reserves</b>	<b>1,832</b>
<b>Transfer to Reserves</b>	<b>(34,825)</b>
<b>Total Surplus (Deficit)</b>	<b>(1,628)</b>

The most significant savings have come from the Plant Replacement Program and Footpath Program though these savings have been offset by the increase in transfer to the reserves for plant purchases.

The increase in Capital Expenditure for WANDRRA is offset by the additional income in Non-operating Grants, Subsidies and Contributions.

Council need to be mindful that the above deficit calculation is a prediction only, this surplus or deficit will change depending on events and decisions that affect Council's finances over the following months to 30 June 2020.

**CONSULTATION/COMMUNICATION:**

Deputy Chief Executive Officer  
Chief Executive Officer

**STATUTORY/LLEGAL IMPLICATIONS:**

Local Government (Financial Management) Regulation 33A

**POLICY IMPLICATIONS:**

Nil

**FINANCIAL IMPLICATIONS:**

2019/2020 Budget

**STRATEGIC IMPLICATIONS:**

Nil

**VOTING REQUIREMENTS:**

Simple Majority

**COMMITTEES RECOMMENDATION**

Moved: Cr. G R Ball

Seconded: Cr. J P Reed

The Committee's recommendation is;

That Council adopt the budget review for the Shire of Wagin from 1 July 2019 to 29 February 2020, note the potential budget variances in the review and forward a copy of the review to the Department of Local Government.

Carried 5/0

**10.2.2 URGENT BUSINESS**

Nil

**10.2.3 CLOSURE**

There being no further business the Chairperson thanked those in attendance and closed the meeting at 6.51 pm.

**10.2.1 CORRESPONDENCE AND REPORTS****10.2.1.1 FINANCE POLICY 15: PURCHASING TENDER GUIDE AMENDMENT****4220 COMMITTEES RECOMMENDATION & COUNCIL DECISION**

Moved: Cr. B L Kilpatrick

Seconded: Cr. B S Hegarty

That the amended Finance Policy 15 – Purchasing Tender Guide be adopted.

Carried by Absolute Majority 9/0

**10.2.1.2 ELECTED MEMBER TRAINING AND CONTINUING PROFESSIONAL DEVELOPMENT****4221 COMMITTEES RECOMMENDATION & COUNCIL DECISION**

Moved: Cr. S M Chilcott

Seconded: Cr. J P Reed

1. That the draft Continuing Professional Development Policy as attached be adopted.

2. Utilise the Western Australia Local Government Association (WALGA) for delivery of Council Member Essentials Training via online delivery where practical.

Carried by Absolute Majority 9/0

**10.2.1.3 LOCAL GOVERNMENT HOUSE TRUST – DEED OF VARIATION**

**4222 COMMITTEES RECOMMENDATION & COUNCIL DECISION**

Moved: Cr. S M Chilcott

Seconded: Cr. B S Hegarty

1. Consent to a variation to the Trust Deed for the Local Government House Trust (The Trust) as detailed in the attachment and
2. Communicate this consent in writing to the Local Government House Trust's Board of Management.

Carried 9/0

**10.2.1.4 BUDGET REVIEW 2019/2020**

**4223 COMMITTEES RECOMMENDATION & COUNCIL DECISION**

Moved: Cr. B L Kilpatrick

Seconded: Cr. L A Lucas

That Council adopt the budget review for the Shire of Wagin from 1 July 2019 to 29 February 2020, note the potential budget variances in the review and forward a copy of the review to the Department of Local Government.

Carried 9/0

### 10.3 WORKS AND SERVICES COMMITTEE MEETING 17 MARCH 2020

**OPENING:** The meeting open at 4.04 pm

**ATTENDANCE:**

Cr G R Ball	Chairperson
Cr J P Reed	Member
Cr G K B West	Member
Cr B L Kilpatrick	Member

**Staff:**

Mr P R Webster	Chief Executive Officer
Mr A D Hicks	Manager of Works
Miss K E Lloyd	Works Administration Officer
Mr W T Atkinson	Observer

**Apologies:** Cr W J Longmuir Member

#### ELECTION OF CHAIRPERSON:

Cr G R Ball called for nominations for chairperson of the Works and Services Committee. Cr J P Reed nominated Cr G R Ball to the position of Chairperson.

There being no further nominations Cr Ball accepted the nomination and was elected Chairperson.

#### DECLARATION OF INTEREST:

Nil

#### CONFIRMATION OF PREVIOUS MEETING MINUTES

##### COMMITTEES RECOMMENDATION

Moved: Cr. G K B West

Seconded: Cr. J P Reed

That the minutes of the Works and Services Committee meeting of 12<sup>th</sup> September 2019 be accepted as a true and correct record.

Carried 4/0

#### CORRESPONDENCE AND REPORTS

- Footpath – Ventnor Street
- Usil Lane Kerbing
- Community Centre Parking
- Round-a-bout – Ballagin, Sirdar & Nenke Streets
- 2019/2020 Works Program
- Plant Replacement Program

#### GENERAL BUSINESS



**10.3.1 CORRESPONDENCE AND REPORTS****10.3.1.1 FOOTPATH – VENTNOR STREET**

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:	24 <sup>th</sup> January 2020
PREVIOUS REPORT(S):	Nil
DISCLOSURE OF INTEREST:	Nil
FILE REFERENCE:	N/A
ATTACHMENTS:	Nil

**BRIEF SUMMARY:**

In the 2019/2020 Footpath Program, the footpath on Ventnor Street between Tudhoe and Warwick Street is due to be upgraded. The Manager of Works requests that these funds be reallocated to be used to upgrade the footpath on Tudor Street, across from Cresswells Emporium.

**BACKGROUND/COMMENT:**

The Ventnor Street footpath was scheduled to be upgraded from a natural material to a concrete path. The street trees outside of 36 Ventnor Street would need to be removed to install the new footpath, Residents along Ventnor Street do not want these trees removed, without removing the trees it makes it very difficult to install the path to the required standard.

The Manager of Works is requesting that the footpath program funds be reallocated from Ventnor Street to Tudor Street to upgrade the kerb and footpath on the eastern side from Upland Street to Tavistock Street as it is a main entrance to town.

**CONSULTATION/COMMUNICATION:**

Nil

**STATUTORY/LEGAL IMPLICATIONS:**

Nil

**POLICY IMPLICATIONS:**

Nil

**FINANCIAL IMPLICATIONS:**

2019/2020 Budget

**STRATEGIC IMPLICATIONS:**

Nil

**VOTING REQUIREMENTS:**

Simple Majority

**OFFICERS AND COMMITTEES RECOMMENDATION**

Moved: Cr. B L Kilpatrick

Seconded: Cr. J P Reed

That the Committee recommend:

That the \$36,000 footpath budget be reallocated from Ventnor Street to Tudor Street.

Carried 4/0

**10.3.1.2 USIL LANE KERBING**

PROPONENT:	Manager of Works
OWNER:	Shire of Wagin
LOCATION/ADDRESS:	
AUTHOR OF REPORT:	Manager of Works
SENIOR OFFICER:	Chief Executive Officer
DATE OF REPORT:	22 <sup>nd</sup> January 2020
PREVIOUS REPORT(S):	13 <sup>th</sup> June 2019
DISCLOSURE OF INTEREST:	Nil
FILE REFERENCE:	N/A
ATTACHMENTS:	Kerbing Plan

**BRIEF SUMMARY:**

Shire engaged Rob Munns to redesign the kerbing and footpath of Usil Lane to improve the safety and parking for vehicles that are entering Usil Lane off Tudhoe Street.

**BACKGROUND / COMMENT:**

Usil Lane has become a safety hazard with people turning off Tudhoe Street into Usil Lane and parking on the west side of the road along side of the Community Centre, the Shire engaged Rod Munns to design the parking and footpath plan to relieve this issue. The cost of the project is approx.. \$7,000.

**CONSULTATION / COMMUNICATION:**

Rod Munns

**STATUTORY / LEGAL IMPLICATIONS:**

Unknown

**POLICY IMPLICATIONS:**

Nil

**FINANCIAL IMPLICATIONS:**

The 2019/2020 Budget

**STRATEGIC IMPLICATIONS:**

Nil

**VOTING REQUIREMENTS:**

Simple Majority

**OFFICERS RECOMMENDATION**

For discussion

**COMMITTEES RECOMMENDATION**

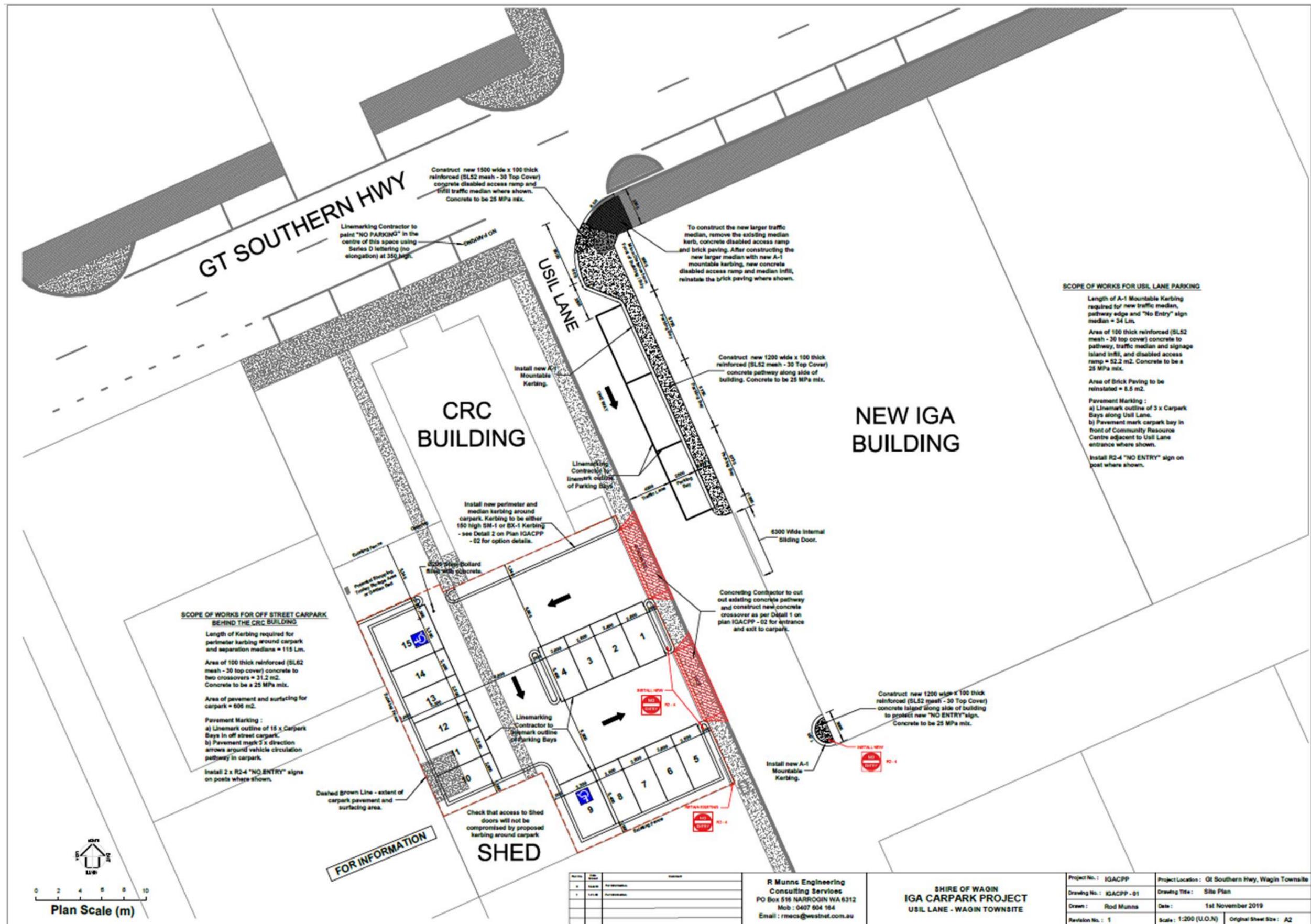
Moved: Cr. G K B West

Seconded: Cr. J P Reed

To proceed with the installation of the nib and kerbing on Usil Lane as per the plan by Rod Munns.

Carried 4/0





*RMM*

**10.3.1.3 COMMUNITY CENTRE PARKING**

PROPONENT:	Manager of Works
OWNER:	Shire of Wagin
LOCATION/ADDRESS:	
AUTHOR OF REPORT:	Manager of Works
SENIOR OFFICER:	Chief Executive Officer
DATE OF REPORT:	22 <sup>nd</sup> January 2020
PREVIOUS REPORT(S):	13 <sup>th</sup> June 2019
DISCLOSURE OF INTEREST:	Nil
FILE REFERENCE:	N/A
ATTACHMENTS:	Parking Plan

**BRIEF SUMMARY:**

Shire engaged Rod Munns to redesign a car parking area behind the Community Centre for people to park whilst accessing the IGA and Community Centre.

**BACKGROUND / COMMENT:**

Usil Lane has become a safety hazard with people accessing IGA and the Community Centre by parking on the west side of the road along side the Community Centre, the shire engaged Rod Munns to design a gravel car parking area behind the Community Centre to relieve this issue by removing the fence along Usil Lane and gravelling the car parking area. The cost of the project is approx. \$5,000.

**CONSULTATION / COMMUNICATION:**

Rod Munns

**STATUTORY / LEGAL IMPLICATIONS:**

Unknown

**POLICY IMPLICATIONS:**

Nil

**FINANCIAL IMPLICATIONS:**

The 2019/2020 Budget

**STRATEGIC IMPLICATIONS:**

Nil

**VOTING REQUIREMENTS:**

Simple Majority

**OFFICERS RECOMMENDATION**

For discussion

**COMMITTEES RECOMMENDATION**

Moved: Cr. B L Kilpatrick

Seconded: Cr. G K B West

The area behind the Community Centre be prepared for parking with a gravel base, entry and exit signage and the fence removed.

Carried 4/0



**10.3.1.4 ROUND-A-BOUT – BALLAGIN, SIRDAR & NENKE STREETS**

PROPONENT:	Manager of Works
OWNER:	Shire of Wagin
LOCATION/ADDRESS:	
AUTHOR OF REPORT:	Manager of Works
SENIOR OFFICER:	Chief Executive Officer
DATE OF REPORT:	22 <sup>nd</sup> January 2020
PREVIOUS REPORT(S):	13 <sup>th</sup> June 2019
DISCLOSURE OF INTEREST:	Nil
FILE REFERENCE:	N/A
ATTACHMENTS:	Round-a-bout design

**BRIEF SUMMARY:**

The Works Committee have been looking at upgrading and correcting the intersection of Ballagin, Sirdar and Nenke Streets.

**BACKGROUND / COMMENT:**

Mr Rod Munns has been asked by the Chief Executive Officer to design a roundabout to control the traffic flow on the three-way intersection of Ballagin Street as motorists are confused as to who gives way to who. The roundabout design is based on a 50km/h speed limit and truck/vehicles up to 12.5m in total length. A cost for this project is unknown at this time due to not knowing which materials are going to be used on the centre of the roundabout and islands.

**CONSULTATION / COMMUNICATION:**

Nil

**STATUTORY / LEGAL IMPLICATIONS:**

Nil

**POLICY IMPLICATIONS:**

Nil

**FINANCIAL IMPLICATIONS:**

The 2019/2020 Budget

**STRATEGIC IMPLICATIONS:**

Nil

**VOTING REQUIREMENTS:**

Simple Majority

**OFFICERS RECOMMENDATION**

For discussion

**COMMITTEES RECOMMENDATION**

Moved: Cr. B L Kilpatrick

Seconded: Cr. J P Reed

That the Committee recommend:

Council do not progress with the round-a-bout design due to traffic flow and cost considerations. The Works Committee to go back to revised plans for future consideration.

Carried 4/0



**10.3.1.5 2019/2020 WORKS PROGRAM**

PROPONENT:	Manager of Works
OWNER:	Shire of Wagin
LOCATION/ADDRESS:	
AUTHOR OF REPORT:	Manager of Works
SENIOR OFFICER:	Chief Executive Officer
DATE OF REPORT:	4 <sup>th</sup> March 2020
PREVIOUS REPORT(S):	10 <sup>th</sup> June 2019
DISCLOSURE OF INTEREST:	Nil
FILE REFERENCE:	N/A
ATTACHMENTS:	2019/2020 Works Program

**BRIEF SUMMARY:**

To review the 2019/2020 Works Program.

**BACKGROUND / COMMENT:**

The Works Committee review the 2019/2020 Works Program to see how the works program is going and prioritise any works if required.

**CONSULTATION / COMMUNICATION:**

Nil

**STATUTORY / LEGAL IMPLICATIONS:**

Nil

**POLICY IMPLICATIONS:**

Nil

**FINANCIAL IMPLICATIONS:**

Nil

**STRATEGIC IMPLICATIONS:**

Nil

**VOTING REQUIREMENTS:**

Simple Majority

**OFFICERS RECOMMENDATION**

Information only.

2019/2020 CAPITAL ROAD / FOOTPATH / OPERATING PROGRAM												
CAPITAL RENEWAL	R-No	DESCRIPTION	COST	RRG	MR & FED	RTR	SHIRE	START	FINISH	LENGTH	DAYS	COMMENTS
Beaufort Road	4	Extend culverts	55,000				55,000	2.94	6.82	3.88	20	Ongoing
Badgarning Road	64	Clear widen and form	42,000			42,000		2.00	4.29	2.29	15	Finish
Jaloran Road	5	Reconstruct and seal	52,000				52,000	5.05	5.49	0.44	15	Finish
Lime Lake East Road	32	Gravel Sheet	48,000			48,000		0.08	3.20	3.12	12	Ongoing
Robinson Road	87	Gravel Sheet	55,000				55,000	9.68	12.68	3.00	15	Finish
Murdoch Road	91	Gravel Sheet	28,000				28,000	0.30	1.30	1.00	12	Finish
Sprigg-Fraser Road	26	Clear widen and form	48,975				48,975	5.70	10.92	5.22	12	Ongoing
Warup Nth / Thompson CP-243	16	RAV Intersection Upgrade	18,000				18,000	0.00	0.36	0.36	15	Carry Over
Warup South Road	14	RAV Intersection Upgrade	18,000				18,000				15	Finish
<b>FOOT PATHS</b>												
Wetlands		Pond area	6,000				6,000			0.04	2	Finish
Traverse Street CP-254	132	Tennyson to Trench	30,000				30,000	0.27	0.36	0.09	2	Carry over
Tavistock Street CP-255		Near School	30,000				30,000	0.26	0.41	0.15	2	Carry over
Cowcher Street	113	Upland to Unit	30,000				30,000	0.00	0.18	0.18	4	Ongoing
Ventnor Street CP-255	152	Tudhoe/Warwick	36,000				36,000	0.46	0.68	0.22	2	Ongoing
<b>KERBING</b>												
Ventnor Street	152	Both Sides	20,000				20,000	0.67	0.78	0.11	5	Semi Mountable
Cowcher Street	113	Both Sides	12,000				12,000	0.00	0.19	0.19	4	Semi Mountable
Omdurman Street	164	Both Sides	10,000				10,000	0.00	0.10	0.10	4	Semi Mountable
<b>RESEALS</b>												
Bullock Hills Road	4	Reseal/corrector seal	57,056			57,056		11.37	13.39	2.02	4	Finish
Beaufort Road	2	Reseal/corrector seal	75,000			75,000		5.00	8.00	3.00	4	Ongoing
Norring Road	125	Reseal/corrector seal	60,000			60,000		0.00	3.00	3.00	2	Ongoing
Sirdar Street CP-252	174	Construct and Seal	30,000			30,000		0.00	0.35	0.35	10	Carry over Seal
<b>CAPITAL UPGRADE</b>												
Airfield Hot Mix	166	Around base Wind sock	3,000				3,000			0.08	1	Finish
Town		Tudor st/ various	50,000				50,000				8	16.10.2019
Piesseville Tarwonga Bridge		Bridge Upgrades	136,068		136,068							Contractor
Ballaying South		Bridge Replacem ent	462,322		422,322		40,000					Contractor
Dongolocking Road	1	Reconstruct Seal Widen	225,453	150,302			75,151	14.70	17.70	3.00	14	Ongoing
Jaloran Road	5	Reconstruct Seal Widen	225,453	150,302			75,151	12.00	14.50	2.50	5	Ongoing
<b>GENERAL WORKS</b>												
MAINTENANCE	Various	Bridge/Drainage	22,500				22,500				Various	
MAINTENANCE	Various	Unscheduled	125,000				125,000				Various	
MAINTENANCE	Various	Mtce/Grade/etc	175,000				175,000				Rural Roads	
WOOLORAMA/PREP			55,000				55,000					
RURAL TREE PRUNING	Various	Clear Widen and form	80,000				80,000				20	Ongoing Finish
<b>TOTAL</b>			<b>\$ 2,320,827</b>	<b>\$ 300,604</b>	<b>\$ 558,390</b>	<b>\$ 312,056</b>	<b>\$ 1,149,777</b>					
Capital Road & BridgeWorks			1,689,327	300,604	558,390	312,056	518,277			\$	2,320,827	
Capital Footpaths			72,000				72,000					
Capital Kerbing			42,000				42,000					
Operating			457,500				457,500					
			2,260,827	300,604	558,390	312,056	1,089,777					
2018/19	<b>TOTAL</b>		<b>\$ 1,484,583</b>	<b>\$ 300,605</b>	<b>\$ -</b>	<b>\$ 312,056</b>	<b>\$ 961,922</b>					

*PBB*

**10.3.1.2 PLANT REPLACEMENT PROGRAM**

PROPONENT:	Manager of Works
OWNER:	Shire of Wagin
LOCATION/ADDRESS:	
AUTHOR OF REPORT:	Manager of Works
SENIOR OFFICER:	Chief Executive Officer
DATE OF REPORT:	4 <sup>th</sup> March 2020
PREVIOUS REPORT(S):	10 <sup>th</sup> June 2019
DISCLOSURE OF INTEREST:	Nil
FILE REFERENCE:	N/A
ATTACHMENTS:	2019/2020 Plant Replacement Program

**BRIEF SUMMARY:**

To review the Plant Replacement Program.

**BACKGROUND / COMMENT:**

The Works Committee review the 2019/2020 Plant Replacement Program and discuss the plant that has been purchased.

This is an opportunity for members to have an input into prioritising changeovers, and to comment on trade-ins that have been undertaken already.

**CONSULTATION / COMMUNICATION:**

Nil

**STATUTORY / LEGAL IMPLICATIONS:**

Nil

**POLICY IMPLICATIONS:**

Nil

**FINANCIAL IMPLICATIONS:**

Nil

**STRATEGIC IMPLICATIONS:**

Nil

**VOTING REQUIREMENTS:**

Simple Majority

**OFFICERS RECOMMENDATION**

Information only.

SHIRE OF WAGIN 10 YEAR PLANT REPLACEMENT PROGRAM 2019/2020 - 2028/2029														
	Year Purchased	Replacement Period (Years)	2018/19 Budget	2018/19 Actual	2019/20 Budget	2020/21	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	2028/29
2014 Komatsu Grader (P10)	2014/2015	7					220,000							250,000
2018 Komatsu Grader (P12)	2018/2019	7	230,000	202,500							240,000			
2018 Komatsu Loader (P11)	2017/2018	5/6							200,000					
2012 Cat Backhoe (P47)	2015/2016	10								90,000				
2013 Isuzu Truck 13 t (P42)	2013/2014	5 to 7						140,000						135,000
2018 Isuzu Truck 13 t (P40)	2018/2019	5 to 7	113,000	108,221						120,000				
2006 Isuzu Truck 13 t (P14)	2006/2007	5 to 7			160,000							130,000		
2016 Isuzu FRR MY16 6T Truck (P16)	2016/2017	5 to 7						55,000					65,000	
2016 Isuzu NPR 300 Crew Cab (P21)	2016/2017	5 to 7						50,000					60,000	
2009 Toro Ride on Mower (P18)	2009/2010	Not Replacing												
2005 John Deere Tractor (P20)	2005/2006	Not Specified				65,000								
2007 Roller Multi-Tyre - Bomag (P15)	2007/2008	Not Specified												
2016 Roller Multi Tyre - Multipac (P49)	2016/2017	10										120,000		
2009 Dynapac Steel Roller (P19)	2009/2010	10				135,000								
2006 Refuse Site Loader (P09)	2011/2012	Not Replacing												
2008 Tennant Road Sweeper (P48)	2015/2016	6 to 10				40,000						50,000		
Mitsubishi Triton Ute (P27)	2014/2015	4 to 10					17,000						18,000	
4 x 2 Toyota Hilux Ttop (P24) - Gardener	2010/2011	4 to 10				20,000								22,000
4 x 2 Toyota Hilux TTop (P26) - Gardener	2010/2011	4 to 10								18,000				
4 x 2 Toyota Hilux Ttop (P25) - Gardener	2010/2011	4 to 10			20,000						20,000			
4 x 2 Toyota Hilux Ttop (P50) - Spare/Depot Ute	2017/2018	4 to 10							18,000					18,000
4 x 2 Mistubishi Triton TTop (P85)	2013/2014	4 to 10				18,000					18,000			
John Deere Mower (P22)	2010/2011	6 to 10						8,000						
ATV Motor Bike 4 Wheel (P92)	2009/2010	8											10,000	
All Terrain utility / Gator					20,000									
Rake/Scales for Komatsu Loader	2016/2017													
Slasher for Bobcat			10,000											
Stump Grinder					9,000									
Skid Steer / Bob Cat (P39)	2013/2014	8 to 10					40,000							
2013 Toro Ride on Mower (P43)	2013/2014	5			28,000					20,000				
CEO's Vehicle (P01)	2016/2017	4			20,000				22,000				24,000	
Deputy CEO (P02)	2018/2019	4	16,000	15,909				20,000				22,000		
EHO/BS Vehicle (P08)	2016/2017	4	20,000	11,357				16,000					18,000	
Manager of Works Vehicle (P04)	2016/2017	4				18,000			20,000				22,000	
2016 Ranger Utility (P38)	2015/2016	5				14,000					16,000			
Doctor's Vehicle (P05)	2017/2018	4					22,000				24,000			
<b>TOTAL</b>			<b>389,000</b>	<b>337,987</b>	<b>257,000</b>	<b>310,000</b>	<b>299,000</b>	<b>289,000</b>	<b>260,000</b>	<b>248,000</b>	<b>318,000</b>	<b>322,000</b>	<b>217,000</b>	<b>425,000</b>
<b>RESERVE FUND</b>			<b>2018/2019</b>	<b>Actual</b>	<b>2019/20</b>	<b>2020/21</b>	<b>2021/22</b>	<b>2022/23</b>	<b>2023/24</b>	<b>2024/25</b>	<b>2025/26</b>	<b>2026/27</b>	<b>2026/27</b>	<b>2026/27</b>
Opening Balance			273,536	273,536	233,074	278,901	269,479	269,868	285,266	330,971	392,591	382,442	368,091	460,453
Interest			7,338	5,798	5,827	5,578	5,390	5,397	5,705	6,619	7,852	7,649	7,362	9,209
Transfer In			0	43,740	40,000	0	0	10,000	40,000	55,000	0	0	85,000	0
Transfer Out			90,000	90,000	0	15,000	5,000	0	0	0	18,000	22,000	0	125,000
<b>Closing Balance</b>			<b>190,874</b>	<b>233,074</b>	<b>278,901</b>	<b>269,479</b>	<b>269,868</b>	<b>285,266</b>	<b>330,971</b>	<b>392,591</b>	<b>382,442</b>	<b>368,091</b>	<b>460,453</b>	<b>344,662</b>
<b>Municipal Contribution</b>			<b>299,000</b>	<b>291,727</b>	<b>297,000</b>	<b>295,000</b>	<b>294,000</b>	<b>299,000</b>	<b>300,000</b>	<b>303,000</b>	<b>300,000</b>	<b>300,000</b>	<b>302,000</b>	<b>300,000</b>

*PBB*

### 10.3.2 GENERAL BUSINESS

#### NOBLE ROAD – RIVER CROSSING

A landowner from Arthur River Shire contacted the Manager of Works, requesting that we fix the river crossing up on Noble Road for farm implement access, due to the bridge too narrow.

*The CEO advised the Works Committee that a loader would be sent out to the crossing on Noble Road for half a day, to put rocks in the riverbed, remove suckers and level the approaches.*

#### FENCE LINE CLEARING APPLICATIONS

The Shire of Narrogin have updated their Roadside Fence Line Clearing Application. Does the Committee want to update our form? Forms to be provided at the meeting.

*The CEO presented the current forms alongside the Shire of Narrogin's new Roadside Clearing Forms. He suggested the Committee take a look at our current form and any changes to be presented at the next Works & Services Committee meeting.*

#### TRUCK PARKING AREA – COLLIE LAKE KING ROAD

The Shire of Wagin were gifted a block of land off the Collie Lake King Road, the CEO wishes to turn it into a truck parking area.



#### COMMITTEES RECOMMENDATION

Moved: Cr. G R Ball

Seconded: Cr. B L Kilpatrick

That the Committee recommends:

That Council design and cost a parking bay at Lot 436 Collie Lake King Road.

Carried 4/0

**BALLAYING BRIDGE TENDER – NARROGIN EARTHMOVING & CONCRETE**

Following the awarding of the Ballaying Bridge tender, correspondence was received from Narrogin Earthmoving & Concrete.

*The Committee discussed the letter from Mr McNab, his concerns were noted for future tenders.*



ABN: 34 854 760 756

ATF: The McNab Family Trust  
174 Federal Street  
Narrogin WA 6312  
Ph: (08) 9881 6777 Fax: (08) 9881 6679  
email: narroginconcrete@westnet.com.au

In our tender document, we clearly answered all the selection criteria, including Organisation Capabilities, Performance, Resources & Value Add. We feel that if our Capabilities and Resources statements had been read and understood, the council could comprehend why our price could be significantly less than our competitors as we have the staff, equipment and concrete batch plant to be able to complete the entire task within our business. We had no need to source sub-contractors for labour, machinery and more importantly, materials as we operate our own EPA approved batching plant. Other tenders submitted would need to outsource most of these items, which would significantly increase the cost of these works.

As soon as I received the letter from Shire of Wagin advising that my tender was unsuccessful, I contacted Phil Blight by phone and then emailed concerned parties with my shock that the Shire of Wagin awarded a tender for an amount significantly higher than my price. I still have not had a formal response.

In my opinion, once my price was clarified, the Shire of Wagin should have revoked the tender that had been awarded on the grounds that they had made a mistake in discounting my tender and failed to follow the tender selection criteria and evaluation process.

I would appreciate that my concerns are raised at your next council meeting on 25<sup>th</sup> February and a written response provided to me as to why my business was not awarded this tender (other than that my price was too low) and if/how the Shire of Wagin utilized the selection criteria to make its decision.

Kind regards,

Barry McNab  
Director  
0427 813 215

**Peter Webster**

**From:** Cr Phillip Blight  
**Sent:** Friday, 3 January 2020 12:27 PM  
**To:** Peter Webster  
**Cc:** Cr Geoffrey West; Cr Jason Reed; Cr Bryan Kilpatrick; Cr David Reed; Cr Lynette Lucas; Cr Sherryl Maree Chilcott; Cr Greg Ball; crwlongmui@wagin.wa.gov.au; Cr Bronwyn Hegarty  
**Subject:** Re: Ballaying South Road Bridge

Hi Councillors,

I have spoken with the Shire office and been confirmed that the decision to award this contract has been enacted via letters to the successful and unsuccessful tenderers.

That being the case no further action can be taken. I have made Ngn Earthmoving aware of this.

Regards

Phil

Sent from my iPad

On 2 Jan 2020, at 1:24 pm, Narrogin Earth Moving <narroginearthmoving@westnet.com.au> wrote:

Hi Phil

Please see breakdown for the scope of works.

- 1 The Contractor to remove the existing Bridge No.4859 Ballaying South Road.  
All timber must be stacked in a nearby gravel pit.  
Steel bridge rails must be unbolted and placed in nominated area for the Shire to remove. \$9800.00  
+GST 5 days 3 men My cost \$6000.00 profit \$3800.00
- 2 Contractor to box out silt and debris to a depth of 150mm. \$2200.00 +GST 2 days bobcat My cost \$1500.00 profit \$700.00
- 3 Contractor to construct and compact a base course to an area of 236m<sup>2</sup> including aprons at 150mm thick. \$5500.00 +GST 1 day 50m<sup>3</sup> gravel, level and compact my cost \$4000.00 profit \$1500.00
- 4 Contract to install base slab 9m x 10m x 220mm with two (2) layers of F-81 mesh. \$12900.00 +GST 2 Days 3 men 21m<sup>3</sup> concrete my cost \$9500.00 profit \$3400.00
- 5 Contractor to install 3.5m apron for wingwalls and headwalls, which must be keyed into both sides of the culvert. \$8400.00 +GST 1 day 3 men 16m<sup>3</sup> concrete my cost \$5200.00 profit \$3200.00
- 6 Contractor to install a 7 barrel box culvert, 8 boxes wide on concrete slab. Box culvert joins to be taped with a 200mm slurry over boxes. \$14000.00 3 days 3 men 30m<sup>3</sup> 10% stab sand my cost \$9600.00 profit \$4400.00
- 7 Contractor to construct headwalls and wingwalls, to suit 7 barrel box culvert with provisions for steel rails to be bolted back on. \$11135.00 +GST 3 men 5 days + form work my cost \$8000.00 profit \$3135.00



**STREET LIGHTING – UNICORN STREET**

The CEO raised the issue of the lighting on Unicorn Street to be considered in the 2020/2021 budget.

*The Committee agreed to again have this item considered in Council's budget process.*

**BP CROSSOVER – RANFORD STREET**

Cr West raised the ongoing issue of the repair work required to the crossover on the Ranford Street side of the entrance to BP Service Station / Freight Depot.

**COMMITTEES RECOMMENDATION**

Moved: Cr. G R Ball

Seconded: Cr. B L Kilpatrick

That the Manager of Works assess the Ranford Street crossover at BP and bring a proposal to Council.

Carried 4/0

**GOPHER FRIENDLY FOOTPATHS**

Cr West raised some concern of the condition of some of the gopher crossovers on Tavistock Street and Usil Lane.

**COMMITTEES RECOMMENDATION**

Moved: Cr. G K B West

Seconded: Cr. B L Kilpatrick

That the Manager of Works assess the current gopher crossings and present costings for the 2020/2021 budget.

Carried 4/0

**NORRING / NORRING DELLYANINE ROAD INTERSECTION**

The Manager of Works has been contacted by a number of landowners with concerns regarding the Norring Road and Lime Lake West Road intersection. There have been a couple of near miss accidents at this intersection during wet conditions. The Manager of Works believes work on this intersection should take priority over the Warup South intersection.

**COMMITTEES RECOMMENDATION**

Moved: Cr. G R Ball

Seconded: Cr. J P Reed

That the 2019/2020 funding for the Warup South intersection upgrade be reallocated to upgrade the intersection of Norring and Lime Lake West Road.

Carried 4/0

**10.3.3 CLOSURE**

There being no further business the Chairman thanked those in attendance and closed the meeting at 5.36 pm.

**10.3.1.1 FOOTPATH – VENTNOR STREET****4224 COMMITTEES RECOMMENDATION & COUNCIL DECISION**

Moved: Cr. J P Reed

Seconded: Cr. B L Kilpatrick

That the \$36,000 footpath budget be reallocated from Ventnor Street to Tudor Street.

Carried 9/0

**10.3.1.2 USIL LANE KERBING****4225 COMMITTEES RECOMMENDATION & COUNCIL DECISION**

Moved: Cr. W J Longmuir

Seconded: Cr. G K B West

To proceed with the installation of the nib and kerbing on Usil Lane as per the plan by Rod Munns.

Carried 9/0

**10.3.1.3 COMMUNITY CENTRE PARKING****4226 COMMITTEES RECOMMENDATION & COUNCIL DECISION**

Moved: Cr. G K B West

Seconded: Cr. S M Chilcott

The area behind the Community Centre be prepared for parking with a gravel base, entry and exit signage and the fence removed.

Carried 9/0

**10.3.1.4 ROUND-A-BOUT – BALLAGIN, SIRDAR & NENKE STREETS****4227 COMMITTEES RECOMMENDATION & COUNCIL DECISION**

Moved: Cr. B L Kilpatrick

Seconded: Cr. L A Lucas

That Council do not progress with the round-a-bout design due to traffic flow and cost considerations. The Works Committee to go back to revised plans for future consideration.

Carried 9/0

**10.3.2 GENERAL BUSINESS****TRUCK PARKING AREA – COLLIE LAKE KING ROAD****4228 COMMITTEES RECOMMENDATION & COUNCIL DECISION**

Moved: Cr. G K B West

Seconded: Cr. W J Longmuir

That Council design and cost a parking bay at Lot 436 Collie Lake King Road.

Carried 9/0

**BP CROSSOVER – RANFORD STREET****4229 COUNCIL DECISION**

That the Manager of Works assess the Ranford Street crossover at BP and bring a proposal to Council.

Lay on the table

**Note:** this item lay on the table due to new information which has led to a solution to the issue.

**GOPHER FRIENDLY FOOTPATHS****4230 COMMITTEES RECOMMENDATION & COUNCIL DECISION**

Moved: Cr. S M Chilcott

Seconded: Cr. D G Reed

That the Manager of Works assess the current gopher crossings and present costings for the 2020/2021 budget.

Carried 9/0

**NORRING / NORRING DELLYANINE ROAD INTERSECTION**

**4231 COMMITTEES RECOMMENDATION & COUNCIL DECISION**

Moved: Cr. G K B West

Seconded: Cr. S M Chilcott

That the 2019/2020 funding for the Warup South intersection upgrade be reallocated to upgrade the intersection of Norring and Lime Lake West Road.

Carried 9/0



**10.4.1 CORRESPONDENCE AND REPORTS****10.4.1.1 CBFCO ANNUAL BUSHFIRE REPORT****Annual Report 2019/2020 from Ross and Carol Goldsmith**

Well what a year we have experienced. It has been one of the busiest fire seasons we have had in sometime. March and April saw several fires escape from burning off stubble in our Shire and in the Narrogin Shire. Come early October we had a fire at Piesseville in the bush behind the Old Piesseville Pub, then about a week later the pig manure at the Jaloran Piggery site caught fire and with strong winds to fan it, away it went. Luckily, there was a Movement of Vehicle and Harvest Ban that day and volunteers turned up from all over the area.

Unigrain, also had several incidents with a truck catching fire in the chaff bay, then a contractor hit the power line causing a short which started a fire further down the line on the edge of town, then one of the loaders caught fire the FRS attended these fires. We have had a couple of fires started by headers and then about four or five from power poles a couple of those were pole top fires. We have also had about four or five lightning strikes that we are aware of, some may have been put out by the rain.

We have assisted West Arthur with a large fire they had, and Katanning, the Piesseville truck was at Katanning for four days and the Wedgecarrup truck was there for three days also, many others took their own private firefighting units and water trucks. Wagin has had volunteers who have attended fires out at Forestonia and were asked to send people to Norseman, but this didn't happen due to lack of accommodation. A big thank you to those people who have volunteered.

If we tallied up the cost and amount of man (person) hours involved, we would be astounded. A huge thank you to all our volunteers no matter what your contribution is, it all helps whether you are on the phones and radios or actually fighting fires, it would be a very different place without your efforts.

Wagin also had several people put up their hands to go over East to help with the huge fires over there. Well done. It is the efforts of our volunteers which makes us proud to call Wagin our home.

We had a big problem with the Piesseville truck when it came back from Forestonia a report will be in General Business.

Once again, my wife and I would like to say thank you to all the Fire Control Officers and their wives without your support things would be very different. Looking forward to a quieter year, all the best for the coming season.

**COMMITTEES RECOMMENDATION**

Moved: Mr I McDougall

Seconded: Cr L Lucas

That the CBFCO Annual Bushfire Report be received.

Carried 10/0

**10.4.1.2 ELECTION OF OFFICE BEARERS****CHAIRPERSON**

Cr Phillip Blight retained the position as Chairperson of the Bushfire Advisory Committee in his capacity as Shire President.

**CHIEF BUSH FIRE CONTROL OFFICER**

Mr T Hamersley nominated Mr R Goldsmith, seconded by Ms L Lucas. There being no further nominations Mr R Goldsmith was declared elected as Chief Bush Fire Control Officer.

**DEPUTY CHIEF BUSH FIRE CONTROL OFFICER NUMBER 1**

Mrs C Goldsmith nominated Mr X White, seconded by Mr C Clifton. There being no further nominations Mr X White was declared elected as Deputy Chief Bush Fire Control Officer Number 1.

- Infrastructure maintenance
- Equipment maintenance
- ESL
- 2<sup>nd</sup> LEMC representative
- Radio servicing
- Radio training

**DEPUTY CHIEF BUSH FIRE CONTROL OFFICER NUMBER 2**

Mr T Hamersley nominated Mr A Rowell, seconded by Mr X White. There being no further nominations Mr A Rowell was declared elected as Deputy Chief Bush Fire Control Officer Number 2.

- Trailer maintenance
- Trucks and standpipes
- Shire Liaison
- Training

**FIRE CONTROL OFFICERS**

The following members were nominated as Fire Control Officers for 2020/2021:

Mr R Goldsmith  
Mr I McDougall  
Mr G Abbott  
Mr W Brockway  
Mr B Johnson  
Mrs C Goldsmith  
Mr C Piesse  
Mr A Rowell  
Mr S Angwin  
Mr G Thompson  
Mr X White  
Mr C Clifton  
Mr B Robinson  
Mr T Storer  
Shire of Wagin Chief Executive Officer

**SHIRE OFFICE – TOWN FIRE PERMITS**

Mr B Roderick

**COMMITTEES RECOMMENDATION**

Moved: Cr. L Lucas

Seconded: Mr. A Rowell

That the following Fire Control Officer appointments be made:

**FIRE CONTROL OFFICERS**

Mr R Goldsmith

Mr I McDougall

Mr G Abbott

Mr W Brockway

Mr B Johnson

Mrs C Goldsmith

Mr C Piesse

Mr A Rowell

Mr S Angwin

Mr G Thompson

Mr X White

Mr C Clifton

Mr B Robinson

Mr T Storer

Shire of Wagin Chief Executive Officer

**SHIRE OFFICE – TOWN FIRE PERMITS**

Mr B Roderick

Carried 10/0

**CAPTAINS FOR EACH BUSH FIRE BRIGADE**

Nominated en bloc:

**BADJARNING**

Mr C Clifton was declared elected as Captain for Badjarning Brigade

**BALLAYING**

Mr X White was declared elected as Captain for Ballaying Brigade

**CANCANNING**

Mr A Rowell was declared elected as Captain for Cancanning Brigade

**LIME LAKE**

Mr W Brockway was declared elected as Captain for Lime Lake Brigade

**PIESSEVILLE**

Mr R Goldsmith was declared elected as Captain for Piesseville Brigade

**COMMITTEES RECOMMENDATION**

Moved: Cr. L Lucas

Seconded: Mr. T Hamersley

That the following appointments as Bush Fire Brigade Captains be made:

**BADJARNING**

Mr C Clifton was declared elected as Captain for Badjarning Brigade

**BALLAYING**

Mr X White was declared elected as Captain for Ballaying Brigade

**CANCANNING**

Mr A Rowell was declared elected as Captain for Cancanning Brigade

**LIME LAKE**

Mr W Brockway was declared elected as Captain for Lime Lake Brigade

**PIESSEVILLE**

Mr R Goldsmith was declared elected as Captain for Piesseville Brigade

Carried 10/0

**WEDGECARRUP**

Mr I McDougall was declared elected as Captain for Wedgecarrup Brigade

**WAGIN TOWN**

Mr T Cook was declared elected as Captain for Wagin Town Brigade

**COMMITTEES RECOMMENDATION**

Moved: Mr. S Angwin

Seconded: Mr. T Hamersley

That the following appointments as Bush Fire Brigade Captains be made:

**WEDGECARRUP**

Mr I McDougall was declared elected as Captain for Wedgecarrup Brigade

**WAGIN TOWN**

Mr T Cook was declared elected as Captain for Wagin Town Brigade

Carried 10/0

**CHIEF FIRE WEATHER OFFICER**

This position will be delegated to The Chief Bush Fire Control Officer, Deputy Chief Bush Fire Control Officer number 1 or Deputy Chief Bush Fire Control Officer 2.

**FIRE WEATHER COMMITTEE**

Mr R Goldsmith, Mr I McDougall, Mr C Piesse, Mr S Angwin, Mr W Brockway, Mr X White and Mr A Rowell

**COMMITTEES RECOMMENDATION**

Moved: Mr. T Hamersley

Seconded: Mr. A Rowell

That the following appointments for Fire Weather Committee be made:

**FIRE WEATHER COMMITTEE**

Mr R Goldsmith, Mr I McDougall, C Piesse, Mr S Angwin, Mr W Brockway, Mr X White and Mr A Rowell

Carried 10/0

Appointment of Dual Fire Control Officers  
Nomination en bloc.

<b>DUMBLEYUNG</b>	Mr S Angwin Mr X White
<b>NARROGIN</b>	Mr R Goldsmith Mr C Piesse
<b>WOODANILLING</b>	Mr W Brockway Mr I McDougall
<b>WILLIAMS</b>	Mr C Piesse
<b>WEST ARTHUR</b>	Mr G Abbott Mr B Robinson
<b>WICKEPIN</b>	Mr S Angwin

**COMMITTEES RECOMMENDATION**

Moved: Mr R Goldsmith

Seconded: Cr L Lucas

That the following appointments as Dual Fire Control Officers be made:

<b>DUMBLEYUNG</b>	Mr S Angwin Mr X White
<b>NARROGIN</b>	Mr R Goldsmith Mr C Piesse
<b>WOODANILLING</b>	Mr W Brockway Mr I McDougall
<b>WILLIAMS</b>	Mr C Piesse
<b>WEST ARTHUR</b>	Mr G Abbott Mr B Robinson
<b>WICKEPIN</b>	Mr S Angwin

Carried 10/0

**CLOVER BURNING PERMIT OFFICER**

Chief Bush Fire Control Officer – Mr R Goldsmith

**10.4.2 GENERAL BUSINESS**

Nil

**10.4.3 CLOSURE**

With no further business the chairperson thanked those in attendance and declared the meeting closed at 7.33pm

**10.4.1.2 ELECTION OF OFFICE BEARERS**

**4232 COMMITTEES RECOMMENDATION & COUNCIL DECISION**

Moved: Cr. S M Chilcott

Seconded: Cr. L A Lucas

That the following Fire Control Officer appointments be made:

**FIRE CONTROL OFFICERS**

Mr R Goldsmith

Mr I McDougall

Mr G Abbott

Mr W Brockway

Mr B Johnson

Mrs C Goldsmith

Mr C Piesse

Mr A Rowell

Mr S Angwin

Mr G Thompson

Mr X White

Mr C Clifton

Mr B Robinson

Mr T Storer

Shire of Wagin Chief Executive Officer

**SHIRE OFFICE – TOWN FIRE PERMITS**

Mr B Roderick

Carried 9/0

**4233 Moved en bloc:  
COUNCIL DECISION**

Moved: Cr. G K B West

Seconded: Cr. B L Kilpatrick

That the following appointments as Bush Fire Brigade Captains be made:

**BADJARNING**

Mr C Clifton was declared elected as Captain for Badjarning Brigade

**BALLAYING**

Mr X White was declared elected as Captain for Ballaying Brigade

**CANCANNING**

Mr A Rowell was declared elected as Captain for Cancanning Brigade

**LIME LAKE**

Mr W Brockway was declared elected as Captain for Lime Lake Brigade

**PIESSEVILLE**

Mr R Goldsmith was declared elected as Captain for Piesseville Brigade

That the following appointments as Bush Fire Brigade Captains be made:

**WEDGECARRUP**

Mr I McDougall was declared elected as Captain for Wedgecarrup Brigade

**WAGIN TOWN**

Mr T Cook was declared elected as Captain for Wagin Town Brigade

That the following appointments for Fire Weather Committee be made:

**FIRE WEATHER COMMITTEE**

Mr R Goldsmith, Mr I McDougall, C Piesse, Mr S Angwin, Mr W Brockway, Mr X White and Mr A Rowell

That the following appointments as Dual Fire Control Officers be made:

**DUMBLEYUNG** Mr S Angwin  
Mr X White

**NARROGIN** Mr R Goldsmith  
Mr C Piesse

**WOODANILLING** Mr W Brockway  
Mr I McDougall

**WILLIAMS** Mr C Piesse

**WEST ARTHUR** Mr G Abbott  
Mr B Robinson

**WICKEPIN** Mr S Angwin

Carried 9/0

## 10.5 BUSHFIRE ADVISORY COMMITTEE MEETING 17 MARCH 2020

**OPENING:** The Chairman declared the meeting open at 7.34 pm

**ATTENDANCE:**

Cr P J Blight	Chairperson
Mr R Goldsmith	CBFCO
Mrs C Goldsmith	
Mr X White	
Mr A Rowell	
Cr L Lucas	
Mr I McDougall	
Mr T Hamersley	
Mr C Clifton	
Mr S Angwin	

**Staff:**

Mr P R Webster	CEO
Mr B Roderick	DCEO
Mrs D George	CLO

**Apologies:** Mr G Abbott  
Mr T Cook

**DECLARATION OF INTEREST:**  
Nil

### CONFIRMATION OF MINUTES / BUSINESS ARISING

#### COMMITTEES RECOMMENDATION

Moved: Mr. T Hamersley

Seconded: Mr. X White

That the minutes of the Bushfire Advisory Committee Meeting held on the 25<sup>th</sup> March 2019 be confirmed as true and correct

Carried 10/0

#### PUBLIC FORUM

Nil

**10.5.1 CORRESPONDENCE AND REPORTS****DCBFCO REPORTS**

Mr X White – DCBFCO No 1 – Nothing to report as all good.

Mr A Rowell – DCBFCO No 2 – Nothing to report as all good.

**BRIGADE REPORTS****BADJARNING**

Had three fires, with two being lightning strikes and one was a pole top fire.

The lightning strikes occurred along Sprigg Fraser Road and near the quarry and the pole top fire was Jeremy Abbott's property.

Aaron Turnor and Ed Porter have been appointed Vice Captains of the Brigade.

**BALLAYING**

Nothing to report

**CANCANNING**

Nothing to Report other than attended other fires throughout the Shire

**LIME LAKE**

No Report

**PIESSEVILLE**

Had a number of fires including Jaloran Farm, an area behind the pub, Kirk's farm and three fires at Unigrain. All up there was seventeen fires in the Shire and one in Katanning. It has been a busy season.

**WEDGECARRUP**

Had a pole top fire at Hamersley's, lightning strike at Becker's and assisted with the two fires at Robinson's.

**WAGIN/TOWN & VFRS**

Acted in a support role and attended a lot of the fires in the Shire. There is good communication and working relationship between all the brigades.

**SHIRE REPORT**

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

It was a busier bushfire season than last year regarding bushfire control and administration, less so than the other side of the country. With three of our local volunteers heading over east for a spell to help out the local fire fighters who have been doing it very hard for a long time. Well done to you all Ty, Lyn and Chris.

The Katanning fire was a big event which resulted in a lot of our volunteers pulling on their kit and helping out in a significant way, rostering on crews to man 12 hours shift – day and night

and working very hard toward a good final result. Staff were called on to help out where they could – giving access to fuel and providing some water for the crews.

Council have worked hard on getting extra support for the volunteers in way of a better supply of PPE, adding fire boots and tohl fire hose nozzles into the mix. We have a wide range of PPE in the office for any volunteers who require gear.

Vehicle Stickers renewals have been steady – with the first issue of stickers expiring in 2018 and with the current issue expiring in September 2020. 82 vehicles have current stickers in place – including 13 shire vehicles. These stickers will allow access to the fire ground through a roadblock and should be on any vehicle which may be required on ground. They are available at the shire office.

A plan was put in place last year to have some pre-season training and combining it with the crop farmers meeting – the timing of this proved to be impossible, getting the trainers and the farmers/volunteers at the same time. Potential of pre-season training is doable – but as a stand-alone session.

Staff continue to work with all Bush Fire Brigades and the VFRS toward a more cohesive working relationship and this seems to be resulting in some really good outcomes.

### **ESL GRANT APPLICATION 2019/20**

#### **ESL Grant 2019/2020**

For the 2019/2020 financial year DFES has offered the Shire BFB program \$44,720. This offer was rejected, and an alternative operating grant application was made for \$53,000. They eventually came back and approved an allocation of \$49,000 plus an insurance allowance of \$4,262 for insurance increases, bringing the total amount to \$53,262.

With the operating funds we have again purchased more Tohl Nozzles and also replaced a number of pumps on the Standpipe Trailers. I have highlighted below the expenditure to date and what the expected total expenditure for the year will be.

<b>ESL OPERATING GRANT</b>					
<b>EXPENDITURE ITEM</b>	<b>BUSH FIRE BRIGADE 2019/20 Budget</b>	<b>2019/20 Actual</b>	<b>Variance</b>	<b>Projected 2019/20 Actual</b>	<b>Budget 2020/2021</b>
<b>RECURRENT:</b>					
1. Purchase of Plant & Equipment <\$1,200 per item	\$3,000	3,762	-762	4,000	4,000
2. Maintenance of Plant and Equipment	\$3,000	599	2,401	3,000	3,000
3. Maintenance of Vehicles/Trailers/Boats	\$7,000	3,733	3,267	7,000	7,000
4. Maintenance of Land and Buildings	\$500	84	416	500	550
5. Clothing and Accessories	\$10,000	4,411	5,589	8,000	8,000
6. Utilities, Rates and Taxes	\$1,500	1,067	433	1,500	1,500
7. Other Goods and Services	\$4,000	583	3,417	4,600	4,500
8. Insurances	\$24,262	24,604	-342	24,604	29,000
<b>Sub Total Recurrent</b>	<b>\$53,262</b>	<b>\$38,842</b>	<b>14,420</b>	<b>53,204</b>	<b>57,550</b>

Also, last year we received confirmation that we were successful in our application for a third fire tender for the Town Brigade. This approval is for a 4.4 Broadacre – Crew Cab at a value of \$440,000. This was great news; however, delivery of the new fire tender could be some time off. **We have just received advice as to a choice of what type of Tanker the Town Brigade requires. In consultation with the Wagin Town Brigade Captain we have advised it must be a Isuzu 4.4 Broadacre Crew Cab. It will take up to eight months for DFES to supply the tender.**

### ESL Grant 2020/2021

A meeting was held at the shire on Feb 11<sup>th</sup>, with the Chief FCO and other FCO's and BFB representatives – enabling all involved to outline their requirements for the next financial years funding request.

Discussion around a variety of topics included:

- Time frame on the arrival of the new 4 x 4 truck and if that was the right fire tender for our shire.
- Water storage tanks are required West of Wagin as scheme water not available
- Water storage tank are also required East of Wagin due to everyone drawing off the scheme resulting in the standpipe being very slow.
- Replacement fittings for the standpipe trailers
  - Recommended 32 x 3-inch Banjo Plastic fittings

Also, the there was a request for the following Capital items through the ESL application process:

- A new 4 x 4 2.4 Fire Tender for the Ballaying Brigade to be housed in Ballaying
- A new Single Bay Bushfire shed/station (as per Piesseville and Wedgecarrup) to house a new Fire Tender. To be built on Shire land near the Ballaying bin.
- 

There is no provision for applying for water tanks through the ESL grant process, however other grant funds could be sourced to purchase this. Also, maybe an opportunity to approach water tank suppliers/companies as a sponsorship arrangement.

There was also a discussion for the need to acquire a mobile tanker to be stationed in key areas within the Shire. Again, this can't be funded through the ESL, however funds raised through the Mitigation Activity Funding (Bushfire brigades being paid to burn off) could be used to purchase a second-hand water tanker.

In the 2020/2021 financial year DFES has offered the Shire BFB program and operating amount of \$52,550, this is a significant increase on their first offer compared to previous years. Staff are recommending we accept their offer. On top of the \$52,550 there will again be a State Government Insurance allowance to cover expected increases in Bushfire insurance cover

<b>Wagin ESL Operating Grant Allocations</b>		
<b>Year</b>	<b>Operating Grant</b>	<b>Other / Comments</b>
<b>2014-2015</b>	\$26,610	
<b>2015-2016</b>	\$28,000	
<b>2016-2017</b>	\$31,440	
<b>2017-2018</b>	\$33,000	
<b>2018-2019</b>	\$44,000	Plus \$15,000 one off PPE Allocation & \$3,288 insurance Allowance
<b>2019-2020</b>	\$49,000	Plus \$4,262 Insurance Allowance
<b>2020-2021</b>	<b>\$52,550</b>	Plus Insurance Allowance (est \$5,000)

**10.5.1.1 BUSHFIRE COMMUNICATION POLICY**

PROPONENT:	Shire of Wagin
OWNER:	Shire of Wagin
LOCATION/ADDRESS:	
AUTHOR OF REPORT:	Shire President
SENIOR OFFICER:	Chief Executive Officer
DATE OF REPORT:	11 <sup>th</sup> March 2020
PREVIOUS REPORT(S):	N/A
DISCLOSURE OF INTEREST:	N/A
FILE REFERENCE:	
ATTACHMENTS:	Proposed New Policy

**SUMMARY**

To endorse Council's new Bushfire Communication Policy.

**BACKGROUND/COMMENT**

The Shire and Bushfire brigade members have been using Digital Text based communication for some time now. It is seen as an appropriate and effective means of communication in times of emergency.

The author of the report believes it is necessary to have a policy in place to ensure there are some rules around using these digital communication platforms and also to protect the Shire and Managers of the platforms.

The Draft Bushfires Communications Policy is attached for review, change and endorsement.

**CONSULTATION/COMMUNICATION:**

Shire CEO, CBFCO, Deputy CBFCO

**STATUTORY/LEGAL IMPLICATIONS:**

Local Government Act 1995

**POLICY IMPLICATIONS:**

New Bushfire Policy 8

**FINANCIAL IMPLICATIONS:**

Nil

**STRATEGIC IMPLICATIONS:**

Nil

**VOTING REQUIREMENTS:**

Majority

**OFFICERS AND COMMITTEE RECOMMENDATION**

Moved: Mr. X White

Seconded: Mr. I McDougall

That Bushfires Policy 8 – Bushfire Communications Policy be endorsed.

Carried 10/0

**Note: Proposed New Policy**

<b>Policy Type:</b>	Bushfire
<b>Date Adopted:</b>	

<b>Policy No:</b>	<b>8</b>
<b>Date Last Reviewed:</b>	

<b>Legal (Parent):</b>
1. Local Government Act 1995

<b>Legal (Subsidiary):</b>

<b>Delegation of Authority Applicable</b>
No

<b>Delegation No.</b>

**ADOPTED POLICY**

<b>Title:</b>	<b>BUSHFIRES COMMUNICATION POLICY</b>
<b>Objective:</b>	This Policy is designed to Validate the use of Digital Text based communication for Emergency Management. It is designed to obtain maximum value of this communication for the majority of Wagin Residents.
<b>Policy Statement:</b>	<p><b>Policy Statement</b></p> <p>The Shire of Wagin Endorses the use of Digital Text messaging platforms as an appropriate form of communication in times of Emergency.</p> <p>Rules of use:</p> <ol style="list-style-type: none"> <li>1. Management of the platforms will be held by the endorsed FCO's and Shire CEO or his delegate</li> <li>2. Text messaging is accepted as a legitimate form of communication of Harvest and Movement of Vehicle Bans, Total Fire Bans and similar.</li> <li>3. Use of the WhatsApp Chat "Wagin Fire Emergency" is to be limited to the discovery, locating, and management of fire and similar emergencies.</li> <li>4. Chatter is specifically unwelcome</li> <li>5. Users of this system will be deemed to have accepted these rules.</li> <li>6. Managers of the platforms have the right to remove members who disrupt the platform.</li> <li>7. Persons removed from the Platform will be written to and advised the platform rules, they will then have the opportunity to rejoin.</li> </ol>

### 10.5.1.2 PROHIBITED AND RESTRICTED BURNING PERIODS

PROPONENT:	Shire of Wagin
OWNER:	Shire of Wagin
LOCATION/ADDRESS:	Shire of Wagin
AUTHOR OF REPORT:	Chief Executive Officer
SENIOR OFFICER:	Chief Executive Officer
DATE OF REPORT:	11 <sup>th</sup> March 2020
PREVIOUS REPORT(S):	N/A
DISCLOSURE OF INTEREST:	N/A
FILE REFERENCE:	
ATTACHMENTS:	Nil

#### SUMMARY

To endorse new Prohibited and Restricted Burning Period dates for the Shire of Wagin.

#### BACKGROUND/COMMENT

The Shire's current Prohibited and Restricted Burning periods are as follows:

Restricted 1<sup>st</sup> October to 31<sup>st</sup> October – Permit Required

Prohibited 1<sup>st</sup> November to 14 February - No Burning or issuing of Permits

Restricted 15<sup>th</sup> February to 30<sup>th</sup> April – Permit Required

The Chief Fire Control Officer, over the years, has made it clear that no permits to burn should be issued before the Annual Woolorama Event. This directive should be adopted in Council's Fire Break notice each year.

The author is proposing the following new Prohibited and Restricted Burning Periods:

Restricted 1<sup>st</sup> October to 31<sup>st</sup> October – Permit Required

Prohibited 1<sup>st</sup> November to 14 March - No Burning or issuing of Permits

Restricted 15<sup>th</sup> March to 30<sup>th</sup> April – Permit Required

The Bushfires Advisory Committee must endorse these new Prohibited and Restricted Burning Period dates so then it can go to Council for adoption.

#### CONSULTATION/COMMUNICATION:

Nil

#### STATUTORY/LEGAL IMPLICATIONS:

Local Government Act 1995

#### POLICY IMPLICATIONS:

Nil

#### FINANCIAL IMPLICATIONS:

Nil

**STRATEGIC IMPLICATIONS:**

Nil

**VOTING REQUIREMENTS:**

Simple

**OFFICERS AND COMMITTEE RECOMMENDATION**

Moved: Mr. I McDougall

Seconded: Mr. R Goldsmith

That the following new Prohibited and Restricted Burning Period dates be endorsed:

Restricted 1<sup>st</sup> October to 31<sup>st</sup> October – Permit Required

Prohibited 1<sup>st</sup> November to 14 March - No Burning or issuing of Permits

Restricted 15<sup>th</sup> March to 30<sup>th</sup> April – Permit Required

Carried 10/0

### 10.5.1.3 MITIGATION ACTIVITY FUNDING (MAF)

#### **INFORMATION ONLY**

Council has received \$65,200 in MAF for the following: -

• Etelowie St	Mechanical Fire Breaks	\$16,000
• Lloyd St	Mechanical Fire Breaks	
• Upland St	Mechanical Fire Breaks	
• Mt Latham	Burning – South	\$9,200
• Mt Latham	Burning - South	\$23,000
• Mt Latham	Access Tracks - South	\$17,000

There has been an issue with clearances to undertake the work, but this has not been resolved and work should commence within the month.

It is planned to have the Bushfire Brigade volunteers to undertake some of the work which will enable the Brigades to generate funds to be kept in a Reserve for Bush Fire Brigades plant and equipment purposes.

All funding must be acquitted by the 15<sup>th</sup> June 2020

### 10.5.1.4 BUSHFIRE BRIGADES THANKYOU GIFT CARDS – DONATION FROM COLES

Coles is throwing its support behind Australia's volunteer fire fighters by donating \$3 million in gift cards to rural fire brigades.

The Supermarket chain has given **\$500** each to more than 6,000 fire brigades across the nation saying it was their way of thanking these crucial volunteers for helping to keep rural communities safe.

The retailer suggested the gift card could be used to stock up on supplies of food and essentials for stations over the fire season, or to run a thank you event for members. The gift cards can't be spent on alcohol, cigarettes, phone/gift cards or petrol. The cards can't be redeemed for cash and must be spend within four years.

Staff have applied for a card for each brigade and we believe each Brigade in Wagin should have their gift card by email.

It has been suggested that through this Bushfire Advisory Committee meeting that the brigade Captains and members discuss how best to expend the gift cards.

*The Committee decided to look at ways each individual Brigade can expend the funds on their Brigade needs. They also agreed that a funds spent of food supplies for a pre-season training BBQ would be a good way to expend some of the vouchers.*

*The Community Liaison Officer would work with the Top Crop groups to hold a pre-season training BBQ before the next fire season.*

**10.5.2 GENERAL BUSINESS****BUSHFIRE RADIOS**

Anthony Rowell asked about the funding of new Bushfire Radios both hand-held and static vehicle radios. Radios will not be covered under the ESL & alternate funding will need to be sourced, with a suggested list of 3 vehicle and 1 base radio needed – at a cost of approx. \$4,800 plus installation. Anthony will follow up, ensuring all FCO's currently have a working base and truck radio.

**UPDATED LIST OF CONTACTS AND RESOURCES**

A request made for updating of the resources list, staff will send out the current resource list for 'local knowledge' to amend & staff will then follow up with phone calls and ensure FCO's have the list of item which may assist in a fire.

Shire Staff will undertake this task to update all contact mobile numbers and resource list.

**OVERHEAD TANK OPPORTUNITY**

A suggestion for an overhead tank to be purchased for a quicker truck re-fill, to be located at the depot. Staff to follow up suggested options.

**SES AVAILABILITY**

A reminder that SES can assist with roadblocks and delivery of essential items along with water bomber refill relief.

**WEDGECARRUP TRUCK ISSUES**

Currently no caretaker, Ian McDougall agreed to take on the role.

The hand crank for the hose is missing – suggestion that shire staff could create one.

The Chief requested that the truck be brought into depot and shire staff blow out the radiator as overheating has been an issue.

**COMMUNICATION OF FIRE STATUS**

It was discussed that only FCO's can communicate on the progress or status of a fire in the current electronic platforms, if the FCO requests someone else to update fire status then their name needs to be included as the authorising FCO.

**10.5.3 CLOSURE**

With no further business the acting chairperson thanked those in attendance and declared the meeting closed at 8.17pm

**10.5.1.1 BUSHFIRE COMMUNICATION POLICY**

**4234 COMMITTEE RECOMMENDATION & COUNCIL DECISION**

Moved: Cr. S M Chilcott

Seconded: Cr. D G Reed

That Bushfires Policy 8 – Bushfire Communications Policy be endorsed.

Carried by Absolute Majority 9/0

**10.5.1.2 PROHIBITED AND RESTRICTED BURNING PERIODS**

**4235 COMMITTEE RECOMMENDATION & COUNCIL DECISION**

Moved: Cr. S M Chilcott

Seconded: Cr. L A Lucas

That the following new Prohibited and Restricted Burning Period dates be endorsed:

Restricted 1<sup>st</sup> October to 31<sup>st</sup> October – Permit Required

Prohibited 1<sup>st</sup> November to 14 March - No Burning or issuing of Permits

Restricted 15<sup>th</sup> March to 30<sup>th</sup> April – Permit Required

Carried 9/0

**11. FINANCIAL REPORTS – JANUARY / FEBRUARY 2020**

PROPONENT:	Manager of Finance
OWNER:	Shire of Wagin
LOCATION/ADDRESS:	Shire of Wagin
AUTHOR OF REPORT:	Manager of Finance
SENIOR OFFICER:	Chief Executive Officer
DATE OF REPORT:	16 <sup>th</sup> March 2020
PREVIOUS REPORT(S):	18 <sup>th</sup> February 2020
DISCLOSURE OF INTEREST:	N/A
FILE REFERENCE:	N/A
ATTACHMENTS:	Monthly Financial Report and Payments List

**BRIEF SUMMARY:**

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

**BACKGROUND:**

The financial statements for January and February 2020 with 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

**4236 OFFICERS RECOMMENDATION & COUNCIL DECISION**

Moved: Cr. B L Kilpatrick

Seconded: Cr. B S Hegarty

That Council adopts the Financial Reports for the period ending 31 January 2020 as presented.

Carried 9/0

**4237 OFFICERS RECOMMENDATION & COUNCIL DECISION**

Moved: Cr. B L Kilpatrick

Seconded: Cr. J P Reed

That EFT Payments EFT9137 – EFT9202, EFT9208 – EFT9237 Cheque Payments 5276 – 5292 and Direct Debit Payments from the Municipal Account totalling \$282,854.61 and EFT Payments EFT9203 – EFT9207 and Cheque Payment 2531 from the Trust Account totalling \$616.65 for the month of January 2020 be endorsed and accepted for payment.

Carried 9/0

**4238 OFFICERS RECOMMENDATION & COUNCIL DECISION**

Moved: Cr. B S Hegarty

Seconded: Cr. J P Reed

That Council adopts the Financial Reports for the period ending 29 February 2020 as presented.

Carried 9/0

**4239 OFFICERS RECOMMENDATION & COUNCIL DECISION**

Moved: Cr. S M Chilcott

Seconded: Cr. G K B West

That EFT Payments EFT9238 – EFT9296, EFT9301, EFT9305 – EFT9337 Cheque Payments 5293 – 5302 and Direct Debit Payments from the Municipal Account totalling \$480,801.12 and EFT Payments EFT9297 – EFT9300, EFT9302 – EFT9304 and Cheque Payments 2532 – 2534 from the Trust Account totalling \$840.00 for the month of February 2020 be endorsed and accepted for payment.

Carried 9/0

**SHIRE OF WAGIN**  
**MONTHLY FINANCIAL REPORT**  
**(Containing the Statement of Financial Activity)**  
**For the Period Ended 31 January 2020**

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

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**MONTHLY FINANCIAL REPORT  
FOR THE PERIOD ENDED 31 JANUARY 2020**

**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.

	<b>% Completed</b>	<b>Annual Budget</b>	<b>YTD Actual</b>
<b>Capital Expenditure</b>			
Land	101%	40,000	40,499
Buildings	18%	25,000	4,535
Plant & Equipment	95%	344,000	325,575
Furniture & Equipment	25%	126,700	31,400
Infrastructure - Roads	31%	1,746,917	539,204
Footpaths	33%	131,000	43,662
Infrastructure - Other	22%	330,000	72,726
<b>Grants, Subsidies and Contributions</b>			
Operating Grants, Subsidies and Contributions	68%	1,333,086	910,863
Non-operating Grants, Subsidies and Contributions	31%	1,143,257	350,078
Rates Levied	100%	2,356,259	2,349,228

*% Compares current ytd actuals to annual budget*

<b>Financial Position</b>	<b>* Note</b>	<b>This Time Last</b>	<b>Year to Date</b>
		<b>Year 31 Jan 2019</b>	<b>Actual 31 Jan 2020</b>
Adjusted Net Current Assets	138%	\$ 1,400,355	\$ 1,932,900
Cash and Equivalent - Unrestricted	90%	\$ 1,827,977	\$ 1,640,688
Cash and Equivalent - Restricted	144%	\$ 968,039	\$ 1,394,222
Receivables - Rates	106%	\$ 243,565	\$ 258,859
Receivables - Other	255%	\$ 94,800	\$ 241,711
Payables	29%	\$ 743,528	\$ 218,265

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

**MONTHLY FINANCIAL REPORT  
FOR THE PERIOD ENDED 31 JANUARY 2020**

**INFORMATION**

**PREPARATION TIMING AND REVIEW**

Date prepared: All known transactions up to 6 March 2020  
Prepared by: Manager of Finance  
Reviewed by: Deputy Chief Executive Officer

**BASIS OF PREPARATION**

**REPORT PURPOSE**

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

**BASIS OF ACCOUNTING**

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

**THE LOCAL GOVERNMENT REPORTING ENTITY**

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

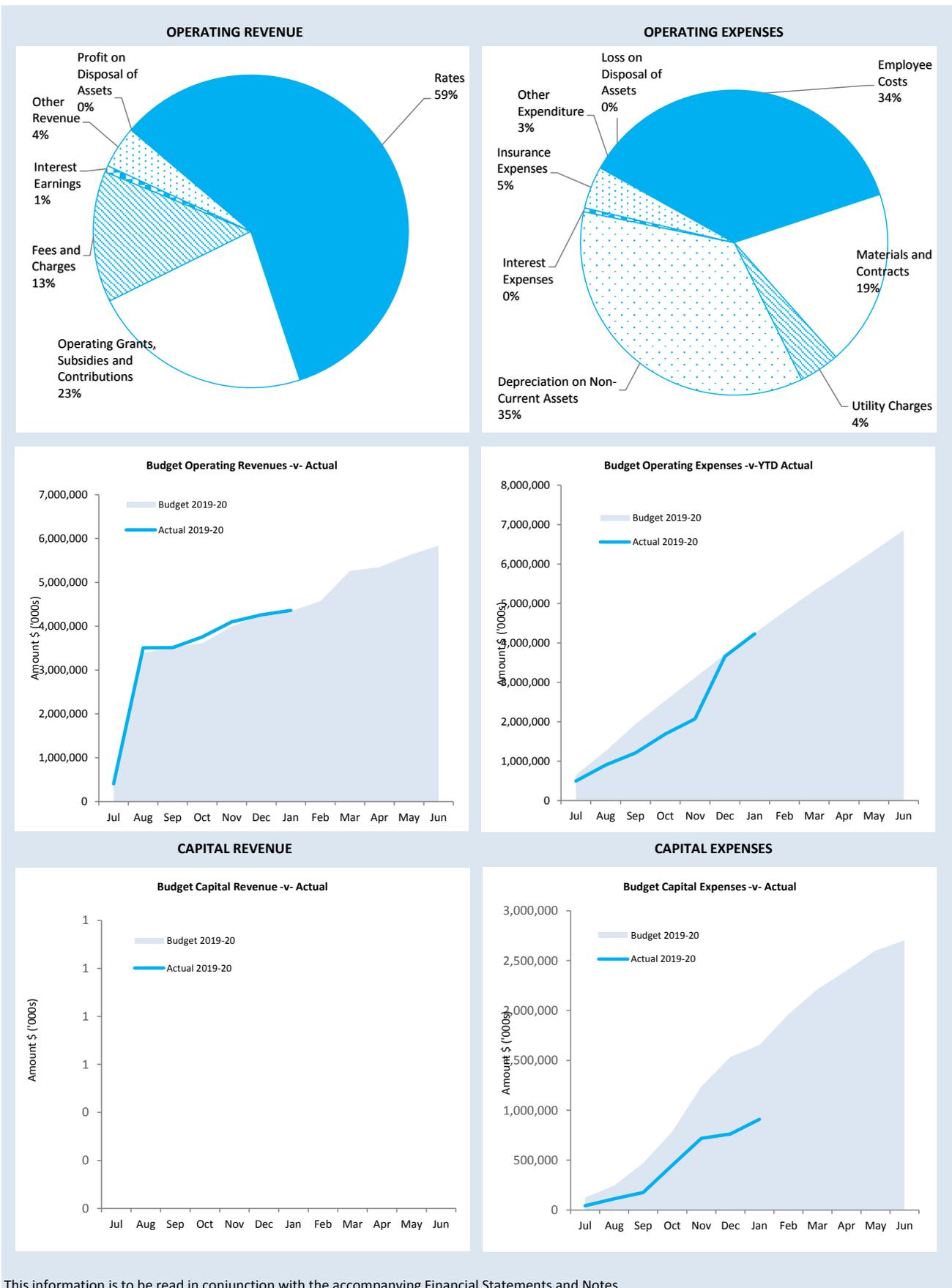
The preparation of a financial report in conformity with Australian Accounting Standards requires management to make judgements, estimates and assumptions that effect the application of policies and reported amounts of assets and liabilities, income and expenses. The estimates and associated assumptions 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 31 JANUARY 2020**

**SUMMARY GRAPHS**



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

**KEY TERMS AND DESCRIPTIONS**  
**FOR THE PERIOD ENDED 31 JANUARY 2020**

**STATUTORY REPORTING PROGRAMS**

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

<b>PROGRAM NAME</b>	<b>OBJECTIVE</b>	<b>ACTIVITIES</b>
<b>GOVERNANCE</b>	To provide a decision making process for the efficient allocation of scarce resources.	Includes the activities of members of council and the administrative support available to the council for the provision of governance of the district. Other costs relate to the task of assisting elected members and ratepayers on matters which do not concern specific council services.
<b>GENERAL PURPOSE FUNDING</b>	To collect revenue to allow for the provision of services.	Rates, general purpose government grants and interest revenue.
<b>LAW, ORDER, PUBLIC SAFETY</b>	To provide services to help ensure a safer and environmentally conscious community.	Supervision and enforcement of various local laws relating to fire prevention, animal control and other aspects of public safety including emergency services.
<b>HEALTH EDUCATION AND WELFARE</b>	To provide an operational framework To provide services to disadvantaged persons, the elderly, children and youth.	Inspection of food outlets and their control, provision of Maintenance of child minding centre, playgroup centre, senior citizen centre and aged care centre. Provision and maintenance of home and community care programs and youth services.
<b>HOUSING</b>	To provide and maintain elderly residents housing.	Provision and maintenance of elderly residents housing.
<b>COMMUNITY AMENITIES</b>	To provide services required by the community.	Rubbish collection services, operation of rubbish disposal sites, litter control, construction and maintenance of urban storm water drains, protection of the environment and administration of town planning schemes, cemetery and public conveniences.
<b>RECREATION AND CULTURE</b>	To establish and effectively manage infrastructure and resource which will help the social well being of the community.	Maintenance of public halls, civic centres, aquatic centre, beaches, recreation centres and various sporting facilities. Provision and maintenance of parks, gardens and playgrounds. Operation of library, museum and other cultural facilities.
<b>TRANSPORT ECONOMIC SERVICES</b>	To provide safe, effective and To help promote the City and its economic wellbeing.	Construction and maintenance of roads, streets, footpaths, Tourism and area promotion including the maintenance and operation of a caravan park. Provision of rural services including weed control, vermin control and standpipes. Building Control.
<b>OTHER PROPERTY AND SERVICES</b>	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 31 JANUARY 2020**

**STATUTORY REPORTING PROGRAMS**

	Ref Note	Annual Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var.
<b>Opening Funding Surplus(Deficit)</b>	1(b)	\$ 1,279,164	\$ 1,279,164	\$ 1,302,110	\$ 22,946	
<b>Revenue from operating activities</b>						
Governance		9,000	6,000	16,333	10,333	
General Purpose Funding - Rates	5	2,356,259	2,354,358	2,349,227	(5,131)	
General Purpose Funding - Other		905,632	516,824	520,207	3,383	
Law, Order and Public Safety		139,604	91,375	98,641	7,266	
Health		56,054	31,591	36,766	5,175	
Education and Welfare		363,444	190,610	287,113	96,503	▲
Community Amenities		364,300	342,513	336,189	(6,324)	
Recreation and Culture		95,045	61,089	56,105	(4,984)	
Transport		179,533	152,693	153,145	452	
Economic Services		114,700	70,194	103,397	33,203	▲
Other Property and Services		109,077	61,577	53,950	(7,627)	
		<b>4,692,648</b>	<b>3,878,824</b>	<b>4,011,073</b>		
<b>Expenditure from operating activities</b>						
Governance		(424,096)	(313,820)	(288,229)	25,591	▲
General Purpose Funding		(387,650)	(222,453)	(214,707)	7,746	
Law, Order and Public Safety		(272,457)	(187,843)	(153,703)	34,140	▲
Health		(250,661)	(143,598)	(125,082)	18,516	
Education and Welfare		(474,205)	(283,875)	(277,903)	5,972	
Community Amenities		(583,384)	(341,940)	(316,768)	25,172	▲
Recreation and Culture		(1,307,420)	(768,064)	(731,330)	36,734	▲
Transport		(2,493,023)	(1,503,368)	(1,617,934)	(114,566)	▼
Economic Services		(269,054)	(170,388)	(213,282)	(42,894)	▼
Other Property and Services		(391,074)	(309,457)	(290,496)	18,961	
		<b>(6,853,024)</b>	<b>(4,244,806)</b>	<b>(4,229,434)</b>		
<b>Operating activities excluded from budget</b>						
Add Back Depreciation		2,464,660	1,437,723	1,500,825	63,102	▲
Adjust (Profit)/Loss on Asset Disposal	6	(200)	(200)	7,624	7,824	
Adjust Provisions and Accruals		0	0	(5,948)	(5,948)	
<b>Amount attributable to operating activities</b>		<b>304,084</b>	<b>1,071,541</b>	<b>1,284,140</b>		
<b>Investing Activities</b>						
Non-operating Grants, Subsidies and Contributions	10	1,143,257	469,069	350,078	(118,991)	▼
Proceeds from Disposal of Assets	6	77,000	77,000	91,787	14,787	
Capital Acquisitions	7	(2,743,617)	(1,694,000)	(1,057,601)	636,399	▲
<b>Amount attributable to investing activities</b>		<b>(1,523,360)</b>	<b>(1,147,931)</b>	<b>(615,735)</b>		
<b>Financing Activities</b>						
Self-Supporting Loan Principal		18,758	9,308	9,308	0	
Transfer from Reserves	9	230,000	0	0	0	
Repayment of Debentures	8	(64,099)	(32,742)	(32,742)	0	
Transfer to Reserves	9	(244,547)	(17,124)	(14,184)	2,940	
<b>Amount attributable to financing activities</b>		<b>(59,888)</b>	<b>(40,558)</b>	<b>(37,618)</b>		
<b>Closing Funding Surplus(Deficit)</b>	1(b)	<b>(0)</b>	<b>1,162,216</b>	<b>1,932,900</b>		

**KEY INFORMATION**

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

The material variance adopted by Council for the 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 31 JANUARY 2020**

**NATURE OR TYPE DESCRIPTIONS**

**REVENUE**

**RATES**

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

**OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS**

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

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

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

**PROFIT ON ASSET DISPOSAL**

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

**FEES AND CHARGES**

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

**SERVICE CHARGES**

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

**INTEREST EARNINGS**

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

**OTHER REVENUE / INCOME**

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

**EXPENSES**

**EMPLOYEE COSTS**

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

**MATERIALS AND CONTRACTS**

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

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

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

**INSURANCE**

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

**LOSS ON ASSET DISPOSAL**

Loss on the disposal of fixed assets.

**DEPRECIATION ON NON-CURRENT ASSETS**

Depreciation expense raised on all classes of assets.

**INTEREST EXPENSES**

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

**OTHER EXPENDITURE**

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

**STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 JANUARY 2020**

**BY NATURE OR TYPE**

	Ref Note	Annual Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var.
		\$	\$	\$	\$	
<b>Opening Funding Surplus (Deficit)</b>	1(b)	1,279,164	1,279,164	<b>1,302,110</b>	22,946	▲
<b>Revenue from operating activities</b>						
Rates	5	2,356,259	2,354,358	<b>2,349,228</b>	(5,130)	
Operating Grants, Subsidies and Contributions	10	1,333,086	748,141	<b>910,863</b>	162,722	▲
Fees and Charges		726,990	564,504	<b>543,806</b>	(20,698)	▼
Interest Earnings		58,247	30,124	<b>27,030</b>	(3,094)	
Other Revenue		212,066	175,697	<b>174,403</b>	(1,294)	
Profit on Disposal of Assets	6	6,000	6,000	<b>5,744</b>	(256)	
		4,692,648	3,878,824	<b>4,011,073</b>		
<b>Expenditure from operating activities</b>						
Employee Costs		(2,419,203)	(1,471,569)	<b>(1,416,595)</b>	54,974	▲
Materials and Contracts		(1,240,790)	(836,937)	<b>(786,978)</b>	49,959	▲
Utility Charges		(326,824)	(190,517)	<b>(180,700)</b>	9,817	
Depreciation on Non-Current Assets		(2,464,660)	(1,437,723)	<b>(1,500,825)</b>	(63,102)	▼
Interest Expenses		(34,694)	(18,563)	<b>(17,738)</b>	825	
Insurance Expenses		(194,263)	(173,188)	<b>(190,012)</b>	(16,824)	
Other Expenditure		(166,790)	(110,509)	<b>(123,217)</b>	(12,708)	
Loss on Disposal of Assets	6	(5,800)	(5,800)	<b>(13,368)</b>		
		(6,853,024)	(4,244,806)	<b>(4,229,432)</b>		
<b>Operating activities excluded from budget</b>						
Add back Depreciation		2,464,660	1,437,723	<b>1,500,825</b>	63,102	▲
Adjust (Profit)/Loss on Asset Disposal	6	(200)	(200)	<b>7,624</b>	7,824	
Adjust Provisions and Accruals		0	0	<b>(5,948)</b>	(5,948)	
<b>Amount attributable to operating activities</b>		<b>304,084</b>	<b>1,071,541</b>	<b>1,284,142</b>		
<b>Investing activities</b>						
Non-operating grants, subsidies and contributions	10	1,143,257	469,069	<b>350,078</b>	(118,991)	▼
Proceeds from Disposal of Assets	6	77,000	77,000	<b>91,787</b>	14,787	
Capital acquisitions	7	(2,743,617)	(1,694,000)	<b>(1,057,601)</b>	636,399	▲
<b>Amount attributable to investing activities</b>		<b>(1,523,360)</b>	<b>(1,147,931)</b>	<b>(615,734)</b>		
<b>Financing Activities</b>						
Self-Supporting Loan Principal		18,758	9,308	<b>9,308</b>	0	
Transfer from Reserves	9	230,000	0	<b>0</b>	0	
Repayment of Debentures	8	(64,099)	(32,742)	<b>(32,742)</b>	0	
Transfer to Reserves	9	(244,547)	(17,124)	<b>(14,184)</b>	2,940	
<b>Amount attributable to financing activities</b>		<b>(59,888)</b>	<b>(40,558)</b>	<b>(37,618)</b>		
<b>Closing Funding Surplus (Deficit)</b>	1(b)	<b>(0)</b>	<b>1,162,216</b>	<b>1,932,900</b>		

**KEY INFORMATION**

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

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

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 JANUARY 2020**

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

**SIGNIFICANT ACCOUNTING POLICIES**

**CURRENT AND NON-CURRENT CLASSIFICATION**

In the determination of whether an asset or liability is

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

**EMPLOYEE BENEFITS**

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

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

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

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

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

**PROVISIONS**

Provisions are recognised when: The council has a present

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

**INVENTORIES**

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

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 JANUARY 2020**

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

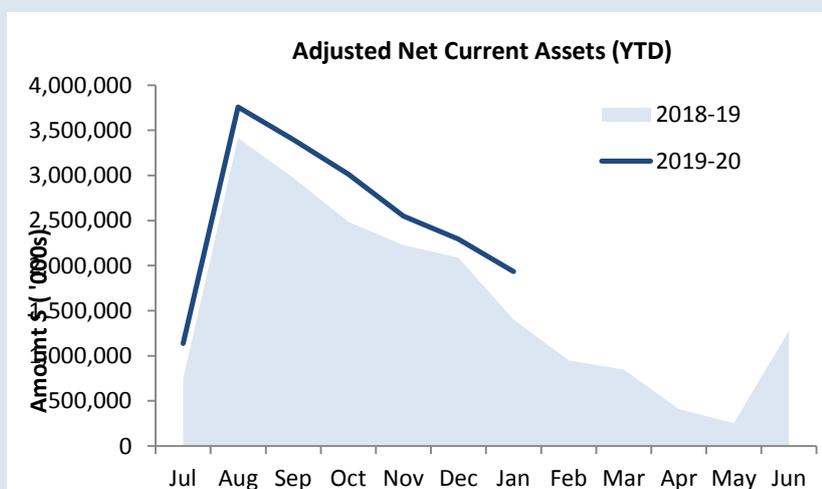
	Ref Note	Last Years Closing 30 June 2019	This Time Last Year 31 Jan 2019	Year to Date Actual 31 Jan 2020
		\$	\$	\$
<b>Adjusted Net Current Assets</b>				
<b>Current Assets</b>				
Cash Unrestricted	3	382,597	1,827,977	1,640,688
Cash Restricted	3	1,380,038	968,039	1,394,222
Receivables - Rates	4	56,891	243,565	258,859
Receivables - Other	4	1,035,863	94,800	241,711
Loans receivable		18,758	9,169	9,450
Interest / ATO Receivable		26,967	0	0
Inventories		46,978	40,543	46,978
		<b>2,948,093</b>	<b>3,184,094</b>	<b>3,591,908</b>
<b>Less: Current Liabilities</b>				
Payables		(206,717)	(743,528)	(218,265)
Regional Refuse Group Accrued Funds		(37,071)	(63,001)	(37,071)
Provisions - Loans, Annual & Long Service Leave		(371,243)	(358,948)	(338,500)
		<b>(615,032)</b>	<b>(1,165,477)</b>	<b>(593,837)</b>
<b>Unadjusted Net Current Assets</b>		<b>2,333,061</b>	<b>2,018,615</b>	<b>2,998,071</b>
<b>Adjustments and exclusions permitted by FM Reg 32</b>				
Less: Cash reserves	3	(1,380,038)	(968,039)	(1,394,222)
Less: Loans receivable		(18,758)	(9,169)	(9,450)
Add: Provisions - Loans, Annual & Long Service Leave		367,846	358,948	338,500
<b>Adjusted Net Current Assets</b>		<b>1,302,110</b>	<b>1,400,355</b>	<b>1,932,900</b>

**SIGNIFICANT ACCOUNTING POLICIES**

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

**KEY INFORMATION**

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



**This Year YTD  
Surplus(Deficit)  
\$1.93 M**

**Last Year YTD  
Surplus(Deficit)  
\$1.4 M**

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 JANUARY 2020**

**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
	\$			
<b>Revenue from operating activities</b>				
Education and Welfare	96,503	▲	Timing	HACC grant received earlier than budgeted.
Economic Services	33,203	▲	Timing	Landcare Payroll not budgeted for but offset by expenditure.
<b>Expenditure from operating activities</b>				
Governance	25,591	▲	Timing	Councillor Training & Conference Expenses under YTD Budget, Removal Expenses under YTD Budget due to CEO recruitment.
Law, Order and Public Safety	34,140	▲	Timing	BFB Grant, CCTV & Mosquito Control under YTD Budget.
Community Amenities	25,172	▲	Timing	Household Refuse, Chemical Drum Disposal & Public Convenience Maintenance under YTD Budget.
Recreation and Culture	36,734	▲	Timing	Woolorama Costs & Maintenance under YTD Budget.
Transport	(114,566)	▼	Timing	Maintenance Grading, Street Trees & Depreciation over YTD Budget.
Economic Services	(42,894)	▼	Permanent	Landcare Payroll not budgeted for but offset by income.
<b>Investing Activities</b>				
Non-operating Grants, Subsidies and Contributions	(118,991)	▼	Timing	RRG & R2R Capital Grants not in accordance with budgeted month to receive.
Capital Acquisitions	636,399	▲	Timing	Caravan Park Camp Kitchen, Electronic Advertising Sign, Wetlands Park Playground Equipment, Capital Works Program, Footpath Program, Learn to Swim Pool Heating, Airport Development, Wetlands Park Pond Works & Townscape not in accordance with month budgeted to expend.

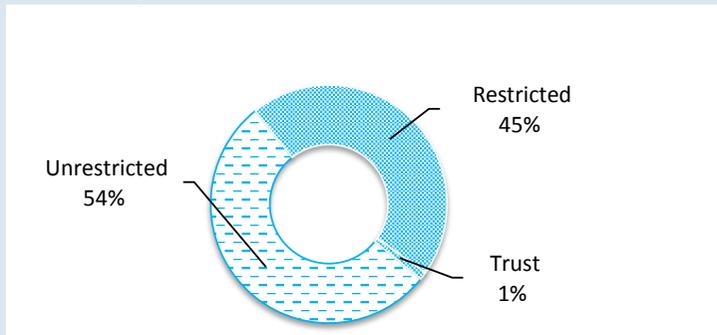
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 JANUARY 2020**

**OPERATING ACTIVITIES  
NOTE 3  
CASH AND INVESTMENTS**

<b>Cash and Investments</b>	<b>Unrestricted</b>	<b>Restricted</b>	<b>Trust</b>	<b>Total YTD Actual</b>	<b>Institution</b>	<b>Interest Rate</b>	<b>Maturity Date</b>
	\$	\$	\$	\$			
<b>Cash on Hand</b>							
Petty Cash and Floats	1,350			1,350	N/A	Nil	On Hand
<b>At Call Deposits</b>							
Municipal Fund	110,418			110,418	NAB	Nil	At Call
Overnight Cash Deposit Facility	725,665			725,665	Treasury	1.20%	At Call
Municipal Investment Account 1	803,255			803,255	NAB	1.65%	01-Jan-20
Municipal Cash Maximiser	0				NAB	0.40%	At Call
Trust Fund			32,506	32,506	NAB	Nil	At Call
<b>Term Deposits</b>							
Municipal Investment - Term Deposit		1,394,222		1,394,222	NAB	2.40%	28-Jun-20
<b>Total</b>	<b>1,640,688</b>	<b>1,394,222</b>	<b>32,506</b>	<b>3,067,416</b>			

**SIGNIFICANT ACCOUNTING POLICIES**

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



**KEY INFORMATION**

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

<b>Total Cash</b>	<b>Unrestricted</b>
<b>\$3.07 M</b>	<b>\$1.64 M</b>

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 JANUARY 2020**

**OPERATING ACTIVITIES  
NOTE 4  
RECEIVABLES**

Rates Receivable	30 June 2019	31 January 2020
	\$	\$
Opening Arrears Previous Years	67,044	56,891
Levied this year	2,469,127	2,591,287
Less Collections to date	(2,473,810)	(2,389,318)
Equals Current Outstanding	<b>62,361</b>	<b>258,859</b>
Doubtful Rate Debtors	(5,470)	0
<b>Net Rates Collectable</b>	<b>56,891</b>	<b>258,859</b>
% Collected	100.19%	92.21%

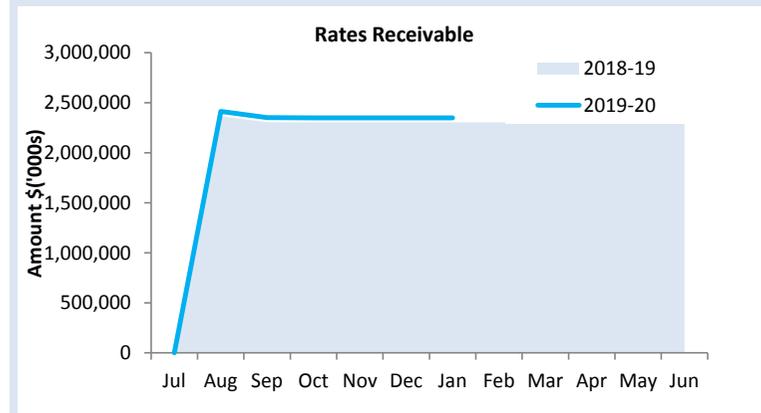
Receivables - General	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$
Receivables - General	46,254	10,242	9,203	178,252	243,951
Percentage	19%	4%	4%	73%	
<b>Balance per Trial Balance</b>					
Sundry debtors					243,951
Loans receivable - clubs/institutions					9,450
Doubtful Debtors					(2,240)
<b>Total Receivables General Outstanding</b>					<b>251,161</b>
<b>Amounts shown above include GST (where applicable)</b>					

**KEY INFORMATION**

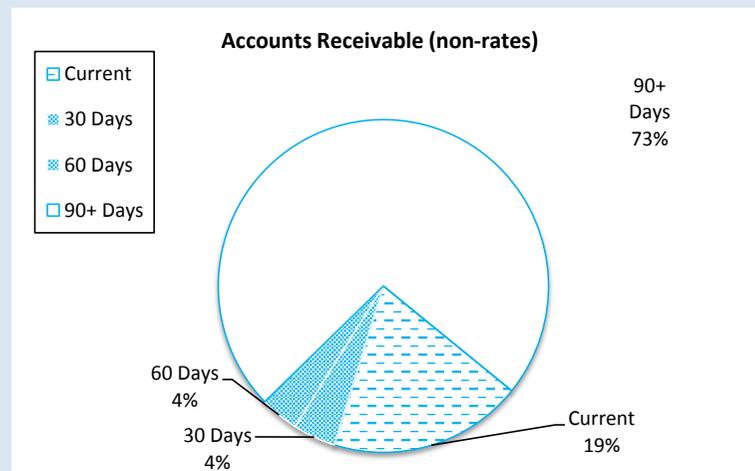
Trade and other receivables include amounts due from ratepayers for unpaid rates and service charges and other amounts due from third parties for goods sold and services performed in the ordinary course of business.

**SIGNIFICANT ACCOUNTING POLICIES**

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



Collected	Rates Due
<b>92%</b>	<b>\$258,859</b>



<b>Debtors Due</b>
<b>\$251,161</b>
<b>Over 30 Days</b>
<b>81%</b>
<b>Over 90 Days</b>
<b>73%</b>

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**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 JANUARY 2020**

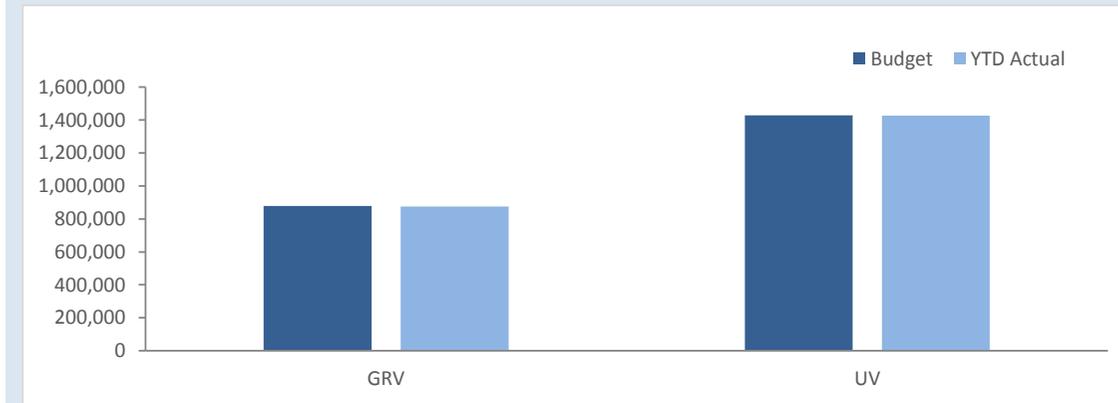
**OPERATING ACTIVITIES  
NOTE 5  
RATE REVENUE**

General Rate Revenue	Budget							YTD Actual			
	Rate in	Number of Properties	Rateable Value	Rate Revenue	Interim Rate	Back Rate	Total Revenue	Rate Revenue	Interim Rates	Back Rates	Total Revenue
<b>RATE TYPE</b>	\$			\$	\$	\$	\$	\$	\$	\$	\$
<b>Differential General Rate</b>											
GRV	0.110160	744	7,953,721	876,206	2,000	1,000	879,206	876,206	-1,053	142	875,295
UV	0.007240	321	197,041,500	1,426,383	2,000	0	1,428,383	1,426,384	-376	0	1,426,007
	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
<b>Sub-Totals</b>		<b>1,276</b>	<b>208,545,287</b>	<b>2,424,969</b>	<b>4,000</b>	<b>1,000</b>	<b>2,429,969</b>	<b>2,424,969</b>	<b>-1,429</b>	<b>142</b>	<b>2,423,682</b>
Discount							(86,105)				(86,849)
<b>Amount from General Rates</b>							<b>2,343,864</b>				<b>2,336,833</b>
Ex-Gratia Rates							12,394				12,393
<b>Total General Rates</b>							<b>2,356,258</b>				<b>2,349,227</b>

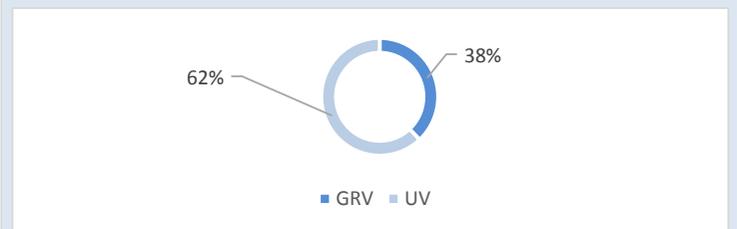
**SIGNIFICANT ACCOUNTING POLICIES**

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

**KEY INFORMATION**



General Rates		
Budget	YTD Actual	%
<b>\$2.34 M</b>	<b>\$2.34 M</b>	<b>100%</b>



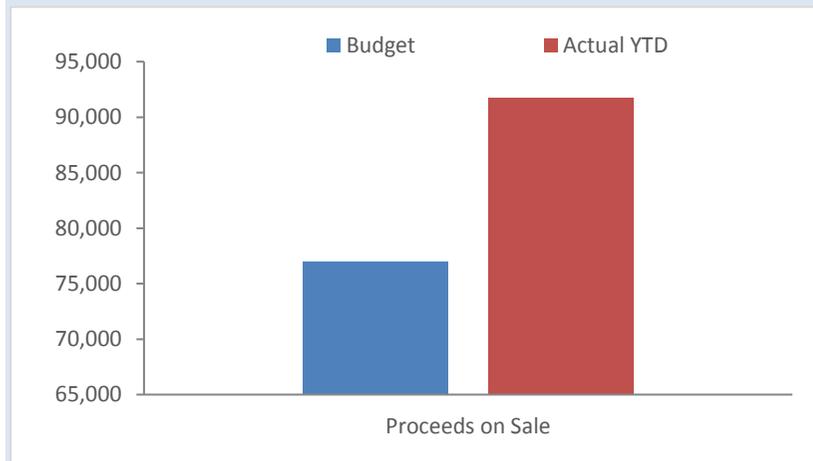
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**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 JANUARY 2020**

**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		30,589	32,233	1,644	
P80Y18	HACC Co-ordinator Vehicle	24,800	20,000		(4,800)	21,343	20,000		(1,343)
P14	Isuzu 13t Truck	27,000	29,000	2,000		47,479	35,455		(12,025)
	Toro Ride on Mower						2,273	2,273	
	ATV Cattleman Motorbike						1,373	1,373	
	Post Hole Digger						455	455	
		<b>76,800</b>	<b>77,000</b>	<b>5,000</b>	<b>(4,800)</b>	<b>99,412</b>	<b>91,787</b>	<b>5,744</b>	<b>(13,368)</b>

**KEY INFORMATION**



Proceeds on Sale		
Budget	YTD Actual	%
<b>\$77,000</b>	<b>\$91,787</b>	<b>119%</b>

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 JANUARY 2020**

**INVESTING ACTIVITIES  
NOTE 7  
CAPITAL ACQUISITIONS**

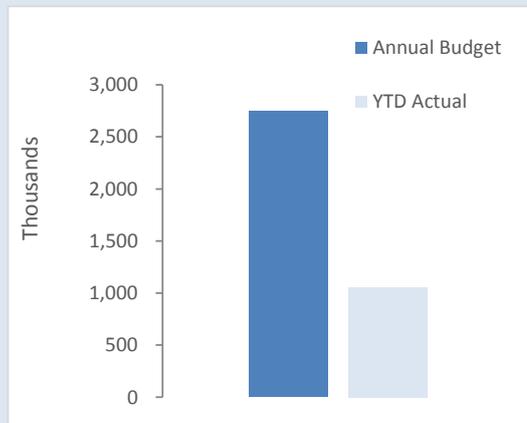
Capital Acquisitions	Annual Budget	YTD Budget	YTD Actual Total	YTD Budget Variance
	\$	\$	\$	\$
Land	(40,000)	(40,000)	(40,499)	(499)
Buildings	(25,000)	(25,000)	(4,535)	20,465
Plant & Equipment	(344,000)	(344,000)	(325,575)	18,425
Furniture & Equipment	(126,700)	(92,000)	(31,400)	60,600
Infrastructure - Roads	(1,746,917)	(950,000)	(539,204)	410,796
Footpaths	(131,000)	(60,000)	(43,662)	16,338
Infrastructure - Other	(330,000)	(183,000)	(72,726)	110,274
<b>Capital Expenditure Totals</b>	<b>(2,743,617)</b>	<b>(1,694,000)</b>	<b>(1,057,601)</b>	<b>636,399</b>
<b>Capital Acquisitions Funded By:</b>				
	\$	\$	\$	\$
Capital grants and contributions	1,143,257	469,069	350,078	(118,991)
Other (Disposals & C/Fwd)	77,000	77,000	91,787	14,787
Cash Backed Reserves				
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	1,147,931	615,735	(532,196)
<b>Capital Funding Total</b>	<b>2,743,617</b>	<b>1,694,000</b>	<b>1,057,601</b>	<b>(636,399)</b>

**SIGNIFICANT ACCOUNTING POLICIES**

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

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

**KEY INFORMATION**



<b>Acquisitions</b>	<b>Annual Budget</b>	<b>YTD Actual</b>	<b>% Spent</b>
	<b>\$2.74 M</b>	<b>\$1.06 M</b>	<b>39%</b>
<b>Capital Grant</b>	<b>Annual Budget</b>	<b>YTD Actual</b>	<b>% Received</b>
	<b>\$1.14 M</b>	<b>\$.35 M</b>	<b>31%</b>

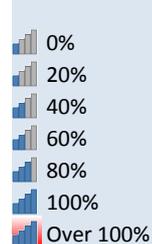
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 JANUARY 2020INVESTING ACTIVITIES  
NOTE 7  
CAPITAL ACQUISITIONS (CONTINUED)

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

	Account Number	Annual Budget	YTD Budget	YTD Actual	YTD Variance
<b>Capital Expenditure</b>					
<b>Land</b>					
	Town Centre Development	E167784	(40,000)	(40,000)	(499)
			(40,000)	(40,499)	(499)
<b>Buildings</b>					
	Caravan Park Camp Kitchen	E167130	(15,000)	(15,000)	10,465
	Solar Panels - Various Buildings	E167430	(10,000)	(10,000)	10,000
			(25,000)	(4,535)	20,465
<b>Plant &amp; Equipment</b>					
	CEO Vehicle (PO1)	E167700	(48,000)	(48,000)	6,404
	HACC Co-ordinator Vehicle	E167745	(30,000)	(30,000)	(1,613)
	2013 Toro Ride on Mower (P43)	E167769	(28,000)	(28,000)	3,021
	2010 Toyota Gardener Utility (P25)	PE1904	(24,000)	(24,000)	(803)
	Isuzu Truck 13t (P40)	PE1905	(185,000)	(185,000)	4,742
	Stump Grinder for Bobcat	PE1906	(9,000)	(9,000)	9,000
	All Terrain Utility / Gator	PE1907	(20,000)	(20,000)	(2,325)
			(344,000)	(325,575)	18,425
<b>Furniture &amp; Equipment</b>					
	Electronic Advertising Sign	E167278	(56,500)	(50,000)	50,000
	Rec Centre - Furniture Upgrades	E167284	(8,000)	(8,000)	2,356
	Wetlands Park - Playground Equipment	FE1902	(38,200)	(10,000)	7,210
	Water Standpipe Controller	FE1903	(18,000)	(18,000)	(2,521)
	Pallet Racking - Depot	E167458	(6,000)	(6,000)	3,554
			(126,700)	(31,400)	60,600
<b>Infrastructure - Roads</b>					
	Capital Works Program	E167103	(1,746,917)	(950,000)	426,409
	WANDRRA Capital Works	E147125	0	0	(15,613)
			(1,746,917)	(539,204)	410,796
<b>Footpaths</b>					
	Footpath Program	E167124	(131,000)	(60,000)	16,338
			(131,000)	(43,662)	16,338
<b>Infrastructure - Other</b>					
	Cemetery Upgrade	E167191	(50,000)	(48,000)	3,130
	Learn to Swim Pool Heating	E167757	(40,000)	(40,000)	40,000
	Town Centre Redevelopment - Library Parking Area	E167785	(130,000)	0	0
	Airport Development	IO1901	(40,000)	(30,000)	27,556
	Wetlands Park Pond Works	E167758	(10,000)	(10,000)	9,925
	Townscape	E167136	(60,000)	(55,000)	29,664
			(330,000)	(72,726)	110,274
<b>Capital Expenditure Total</b>			(2,743,617)	(1,694,000)	636,399

## KEY INFORMATION

## Level of Completion Indicators

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

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 JANUARY 2020**

**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
	\$	\$	\$	\$	\$	\$	\$	\$	\$
<b>Recreation and Culture</b>									
Loan 131 - Recreation Centre Development	59,244	0	0	4,579	9,305	54,665	49,939	1,893	3,639
Loan 139 - Swimming Pool Redevelopment	227,284	0	0	6,251	12,662	221,033	214,622	5,767	11,374
<b>Other Property and Services</b>									
Loan 137 - Staff Housing	168,538	0	0	7,549	13,106	160,989	155,432	5,806	9,788
Loan 138 - Doctor Housing	87,159	0	0	5,055	10,268	82,104	76,891	2,732	5,306
	542,225	0	0	23,434	45,341	518,791	496,884	16,198	30,107
<b>Self supporting loans</b>									
<b>Recreation and Culture</b>									
Loan 141 - Wagin Ag Society (SSL)	155,507	0	0	9,308	18,758	146,199	136,749	2,364	4,586
	155,507	0	0	9,308	18,758	146,199	136,749	2,364	4,586
<b>Total</b>	697,732	0	0	32,742	64,099	664,990	633,633	18,562	34,693

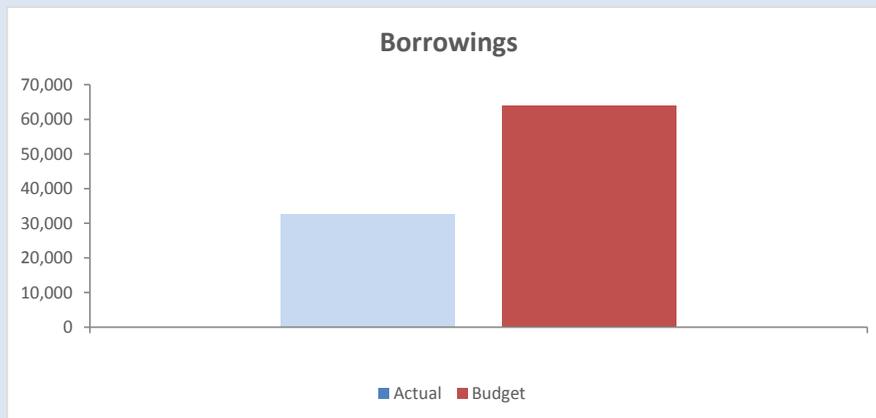
All debenture repayments were financed by general purpose revenue.

**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.



<b>Principal Repayments</b>	<b>\$32,742</b>
<b>Interest Earned</b>	<b>\$27,030</b>
<b>Interest Expense</b>	<b>\$18,562</b>
<b>Reserves Bal</b>	<b>\$1.39 M</b>
<b>Loans Due</b>	<b>\$.66 M</b>

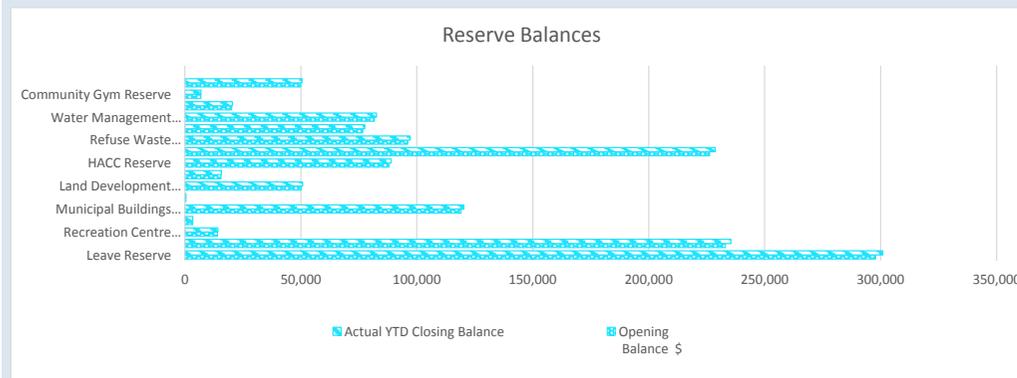
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 JANUARY 2020

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	3,061	0	0	(30,000)	0	275,301	300,917
Plant Replacement Reserve	233,074	5,827	2,396	40,000	0	0	0	278,901	235,469
Recreation Centre Equipment Reserve	14,078	352	145	1,800	0	(4,500)	0	11,730	14,222
Aerodrome Maintenance & Development Reserve	3,387	85	35	5,200	0	0	0	8,672	3,421
Municipal Buildings Reserve	119,105	2,978	1,224	0	0	(70,000)	0	52,083	120,329
Admin Centre Furniture, Equipment & IT Reserve	506	13	5	5,000	0	0	0	5,519	512
Land Development Reserve	50,296	1,257	517	0	0	(40,000)	0	11,553	50,813
Community Bus Reserve	15,592	390	160	2,000	0	0	0	17,982	15,753
HACC Reserve	88,031	2,201	905	0	0	(10,000)	0	80,232	88,936
Recreation Development Reserve	226,283	5,657	2,326	60,000	0	(50,000)	0	241,940	228,608
Refuse Waste Management Reserve	96,144	2,404	988	39,800	0	0	0	138,348	97,132
Refuse Site Rehabilitation Reserve	76,750	1,919	789	0	0	0	0	78,669	77,539
Water Management Reserve	81,772	2,044	840	0	0	(5,000)	0	78,816	82,613
Electronic Sign Reserve	20,249	251	208	0	0	(20,500)	0	0	20,457
Community Gym Reserve	6,914	173	71	5,500	0	0	0	12,587	6,985
Sportsground Precinct Redevelopment Reserve	50,000	1,250	514	30,000	0	0	0	81,250	50,514
Emergency/Bushfire Control Reserve	0	0	0	21,000	0	0	0	21,000	0
	<b>1,380,040</b>	<b>34,247</b>	<b>14,184</b>	<b>210,300</b>	<b>0</b>	<b>(230,000)</b>	<b>0</b>	<b>1,394,587</b>	<b>1,394,222</b>

KEY INFORMATION



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**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 JANUARY 2020**

**NOTE 10  
GRANTS AND CONTRIBUTIONS**

**Grants and Contributions**

	<b>Annual Budget</b>	<b>YTD Budget</b>	<b>YTD Actual</b>	<b>YTD Variance</b>
<b>Operating grants, subsidies and contributions</b>				
<b>General Purpose Funding</b>				
Grants Commission - General	455,916	227,958	221,993	(5,966)
Grants Commission - Roads	219,016	109,508	114,526	5,018
<b>Law, Order and Public Safety</b>				
DFES Grant - Operating Bush Fire Brigade	56,550	28,276	28,762	486
DFES Grant - MAF Funding	21,000	21,000	32,600	11,600
DFES Grant - Operating SES	27,860	13,930	14,230	300
<b>Education and Welfare</b>				
HACC Recurrent Grant	289,545	144,772	238,679	93,907
<b>Recreation and Culture</b>				
Volunteering WA	950	950	941	(9)
Thank A Volunteer Grant	950	950	1,000	50
Lotterywest - Wagin Street Carnival	8,755	8,755	8,060	(695)
<b>Transport</b>				
Direct Road Grants	118,788	118,788	118,788	0
Reimbursements	126,021	71,754	129,780	
Contributions / Donations Received	7,735	1,500	1,505	
<b>Operating grants, subsidies and contributions Total</b>	<b>1,333,086</b>	<b>748,141</b>	<b>910,863</b>	<b>104,691</b>
<b>Non-operating grants, subsidies and contributions</b>				
<b>Community Amenities</b>				
Contributions to Cemetery Upgrade	8,000	8,000	0	(8,000)
<b>Recreation and Culture</b>				
Wetlands Park Playground Upgrade Contribution	28,200	0	0	0
Electronic Sign Contributions	35,000	35,000	50,000	15,000
CSRFF Grant - Swim Pool Stage 2	20,000	0	10,600	10,600
<b>Transport</b>				
Road Project Grants	307,605	246,084	123,042	(123,042)
Main Roads Bridge Grant	422,322	0	50,000	50,000
Roads To Recovery Grant	312,145	170,000	116,436	(53,564)
Regional Airports Development Scheme (RADs)	9,985	9,985	0	(9,985)
WANDRRA Storm Damage	0	0	0	0
<b>Non-operating grants, subsidies and contributions Total</b>	<b>1,143,257</b>	<b>469,069</b>	<b>350,078</b>	<b>(118,991)</b>
<b>Grand Total</b>	<b>2,476,343</b>	<b>1,217,210</b>	<b>1,260,941</b>	<b>(14,300)</b>

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 JANUARY 2020**

**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 31 Jan 2020
	\$	\$	\$	\$
Deposits - Town Hall	1,100	100	(400)	800
Deposits - Community Bus	1,200	1,650	(2,100)	750
Deposits - Rec Ctr & EFP	2,362	2,593	(1,800)	3,155
Deposits - Animal Trap	0	100	(100)	0
BCITF	0	866	(866)	0
Deposit - Community Gym Key	3,000	960	(960)	3,000
Building Services Levy	0	1,432	(1,309)	123
Nomination Deposits	160	640	(400)	400
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	(10,427)	0
Bank Charges	0	0	0	0
Banking Errors	0	0	0	0
Deposit - Refuse Site Key	20	0	0	20
In Lieu of Public Open Space	8,200	0	0	8,200
Staff Christmas Fund	4,060	3,360	(7,420)	0
Trust Accounts Receivable	-62	0	(292)	(354)
Cemetery Shelter Contributions	8,000	0	0	8,000
	<b>46,879</b>	<b>11,701</b>	<b>(26,074)</b>	<b>32,506</b>

**SHIRE OF WAGIN**  
**STATEMENT OF OPERATING INCOME AND EXPENDITURE**  
**FOR THE PERIOD ENDED 31 JANUARY 2020**

COA	Description	Type	Annual Budget	YTD Budget	YTD Actual
<b>General Purpose Funding</b>					
<b>Rate Revenue</b>					
I031005	GRV	Inc	876,206	876,206	<b>876,206</b>
I031010	GRV Minimums	Inc	85,840	85,840	<b>85,840</b>
I031015	UV	Inc	1,426,384	1,426,384	<b>1,426,384</b>
I031020	UV Minimums	Inc	36,540	36,540	<b>36,540</b>
I031025	GRV Interim Rates	Inc	2,000	999	<b>(1,053)</b>
I031030	UV Interim Rates	Inc	2,000	1,600	<b>(376)</b>
I031035	Back Rates	Inc	1,000	500	<b>142</b>
I031040	Ex-Gratia Rates (CBH)	Inc	12,394	12,394	<b>12,393</b>
I031045	Discount Allowed	Inc	(86,105)	(86,105)	<b>(86,849)</b>
I031050	Instalment Admin Charge	Inc	8,000	6,000	<b>8,169</b>
I031055	Account Enquiry Fee	Inc	2,000	1,169	<b>1,430</b>
I031060	(Rate Write Offs)	Inc	(5,000)	(2,500)	<b>(159)</b>
I031065	Penalty Interest	Inc	12,000	6,000	<b>7,211</b>
I031070	Emergency Services Levy	Inc	113,467	113,467	<b>113,215</b>
I031075	ESL Penalty Interest	Inc	600	350	<b>368</b>
I031090	Rate Legal Charges	Inc	10,000	5,831	<b>9,599</b>
			<b>2,497,326</b>	<b>2,484,675</b>	<b>2,489,060</b>
E031005	Valuation Expenses	Exp	(10,000)	(1,400)	<b>(1,380)</b>
E031010	Legal Costs/Expenses	Exp	(1,000)	(500)	<b>(959)</b>
E031015	Title Searches	Exp	(600)	(350)	<b>(418)</b>
E031020	Rate Recovery Expenses	Exp	(10,000)	(5,600)	<b>(8,274)</b>
E031025	Printing Stationery Postage	Exp	(2,000)	(1,800)	<b>(1,564)</b>
E031030	Emergency Services Levy	Exp	(113,467)	(68,000)	<b>(67,998)</b>
E031040	Rate Refunds	Exp	(1,000)	(500)	<b>0</b>
E031041	Rates & Rubbish Waivers/Concessions	Exp	(2,923)	(2,923)	<b>(2,810)</b>
E031100	Administration Allocated	Exp	(90,583)	(52,843)	<b>(52,843)</b>
			<b>(231,573)</b>	<b>(133,916)</b>	<b>(136,246)</b>
<b>Other General Purpose Funding</b>					
I032005	Grants Commission General	Inc	455,916	227,958	<b>221,993</b>
I032010	Grants Commission Roads	Inc	219,016	109,508	<b>114,526</b>
I032020	Administration Rental	Inc	36,000	21,000	<b>21,000</b>
I032025	Photocopies, Publications, PA & Projector Hire	Inc	1,000	581	<b>130</b>
I032030	Reimbursements	Inc	100	50	<b>0</b>
I032035	SS Loans Interest & GFee Reimb.	Inc	5,786	2,986	<b>2,907</b>
I032040	Bank Interest	Inc	12,000	7,000	<b>5,634</b>
I032045	Reserves Interest	Inc	34,247	17,124	<b>14,184</b>
I032055	Commissions & Recoups	Inc	500	300	<b>0</b>
			<b>764,565</b>	<b>386,507</b>	<b>380,374</b>
E032005	Bank Fees and Charges	Exp	(11,000)	(6,419)	<b>(7,545)</b>
E032015	Interest on Loans	Exp	(34,694)	(18,563)	<b>(18,562)</b>
E032030	Audit Fees & Other Services	Exp	(22,000)	(12,000)	<b>(800)</b>
E032035	Administration Allocated	Exp	(88,383)	(51,555)	<b>(51,555)</b>
			<b>(156,077)</b>	<b>(88,537)</b>	<b>(78,462)</b>
<b>Total General Purpose Income</b>			<b>3,261,891</b>	<b>2,871,182</b>	<b>2,869,433</b>
<b>Total General Purpose Expenditure</b>			<b>(387,650)</b>	<b>(222,453)</b>	<b>(214,708)</b>
<b>Governance</b>					

COA	Description	Type	Annual Budget	YTD Budget	YTD Actual
<b>Members of Council</b>					
I041020	Other Income Relating to Members	Inc	1,000	500	0
			1,000	500	0
E041005	Sitting Fees	Exp	(18,000)	(9,000)	(13,500)
E041010	Training	Exp	(8,000)	(7,000)	(318)
E041015	Members Travelling	Exp	(1,000)	(500)	(445)
E041025	Election Expenses	Exp	(3,000)	(3,000)	(1,150)
E041030	Other Expenses	Exp	(5,000)	(2,750)	(2,287)
E041035	Conference Expenses	Exp	(12,000)	(10,500)	(8,113)
E041040	Presidents Allowance	Exp	(12,000)	(6,000)	(6,000)
E041045	Deputy Presidents Allowance	Exp	(3,000)	(1,500)	(1,500)
E041055	Refreshments and Receptions	Exp	(14,000)	(9,250)	(7,378)
E041060	Presentations	Exp	(2,500)	(2,360)	(2,335)
E041065	Insurance	Exp	(9,630)	(9,630)	(9,630)
E041070	Public Relations	Exp	(3,000)	(2,400)	(254)
E041075	Subscriptions	Exp	(25,200)	(25,200)	(28,029)
E041100	Administration Allocated	Exp	(108,766)	(63,448)	(63,448)
			(225,096)	(152,538)	(144,387)
<b>Other Governance</b>					
I042030	Profit on Sale of Asset	Inc	3,000	3,000	1,644
I042045	Admin Reimbursements	Inc	5,000	2,500	1,359
I042050	Paid Parental Leave Reimbursement	Inc	0	0	13,331
			8,000	5,500	16,334
E042005	Administration Salaries	Exp	(660,255)	(385,147)	(374,712)
E042008	Admin Leave/Wages Liability	Exp	0	0	0
E042010	Administration Superannuation	Exp	(68,951)	(40,222)	(41,896)
E042011	Loyalty Allowance	Exp	(8,580)	(5,005)	(3,900)
E042012	Housing Allowance Admin	Exp	(10,340)	(8,340)	(7,944)
E042015	Insurance	Exp	(23,073)	(23,073)	(23,073)
E042020	Staff Training	Exp	(14,000)	(8,169)	(2,777)
E042025	Removal Expenses	Exp	(8,000)	(8,000)	0
E042030	Printing & Stationery	Exp	(26,000)	(15,169)	(17,747)
E042035	Phone, Fax & Modem	Exp	(10,000)	(5,831)	(2,660)
E042040	Office Maintenance	Exp	(54,500)	(31,794)	(34,951)
E042045	Advertising	Exp	(8,000)	(4,669)	(2,944)
E042050	Office Equipment Maintenance	Exp	(3,000)	(1,750)	(970)
E042055	Postage & Freight	Exp	(4,000)	(2,331)	(2,137)
E042060	Vehicle Running Expenses	Exp	(7,500)	(5,353)	(7,903)
E042065	Legal Expenses	Exp	(3,000)	(1,500)	(2,116)
E042070	Garden Expenses	Exp	(10,000)	(5,831)	(9,657)
E042075	Conference & Training	Exp	(11,000)	(5,100)	(6,436)
E042080	Computer Support	Exp	(87,500)	(78,500)	(79,795)
E042085	Other Expenses	Exp	(1,500)	(800)	(817)
E042090	Administration Allocated	Exp	(198,000)	(115,500)	(115,500)
E042095	Fringe Benefits Tax	Exp	(10,000)	(5,000)	(9,960)
E042100	Staff Uniforms	Exp	(4,000)	(3,000)	(1,685)
E042120	Depreciation - Other Governance	Exp	(66,830)	(38,983)	(31,408)
E042125	Less Administration Allocated	Exp	1,109,529	647,241	647,241
E042155	Lease of Photocopier	Exp	(2,500)	(1,456)	(1,414)
E042160	CEO Recruitment	Exp	(8,000)	(8,000)	(8,684)
			(199,000)	(161,282)	(143,845)
<b>Total Governance Income</b>			9,000	6,000	16,334
<b>Total Governance Expenditure</b>			(424,096)	(313,820)	(288,229)

**Law, Order & Public Safety****Fire Prevention**

COA	Description	Type	Annual Budget	YTD Budget	YTD Actual
I051010	BFB Operating Grant	Inc	56,550	28,276	28,762
I051015	Sale of Fire Maps	Inc	300	175	91
I051025	Reimbursements	Inc	3,000	1,500	200
I051030	Bush Fire Infringements	Inc	1,500	1,500	1,591
I051035	ESL Admin Fee	Inc	4,000	4,000	4,000
I051070	Other Bushfire Grants Income	Inc	21,000	21,000	32,600
I051075	SES Operating Grant	Inc	27,860	13,930	14,230
			114,210	70,381	81,474
E051005	BFB Operation Expenditure	Exp	(56,550)	(50,780)	(36,797)
E051010	Communication Mtce	Exp	(3,000)	(1,856)	(1,881)
E051015	Advertising & Other Expenses	Exp	(2,000)	(1,650)	(2,281)
E051020	Fire Fighting/Emergency Services Expenses	Exp	(2,000)	(2,000)	(474)
E051025	Town Block Burn Off	Exp	(5,000)	(5,000)	(9,090)
E051040	Other Bushfire Grants Expenditure	Exp	0	0	(200)
E051060	SES Operation Expenditure	Exp	(27,860)	(15,504)	(14,056)
E051100	Administration Allocated	Exp	(56,011)	(32,676)	(32,676)
E051190	Depreciation - Fire Prevention	Exp	(24,590)	(14,343)	(9,517)
			(177,011)	(123,809)	(106,972)
	<b>Animal Control</b>				
I052005	Dog Fines and Fees	Inc	6,000	3,500	2,279
I052006	Cat Fines and Fees	Inc	300	175	258
I052010	Hire of Animal Traps	Inc	50	25	73
I052015	Dog Registration	Inc	7,500	6,250	4,243
I052016	Cat Registration	Inc	600	350	132
I052020	Reimbursements	Inc	500	250	0
			14,950	10,550	6,985
E052005	Ranger Salary	Exp	(12,000)	(7,000)	(7,121)
E052007	Ranger Telephone	Exp	(1,000)	(581)	(573)
E052010	Pound Maintenance	Exp	(2,450)	(1,884)	(1,350)
E052015	Dog Control Insurance	Exp	(240)	(240)	(239)
E052020	Legal Fees	Exp	(500)	(250)	0
E052025	Training & Conference	Exp	(2,000)	(2,000)	0
E052030	Ranger Services Other	Exp	(28,000)	(16,706)	(13,545)
E052035	Administration Allocated	Exp	(24,606)	(14,357)	(14,357)
E052190	Depreciation - Animal Control	Exp	(1,650)	(966)	(591)
			(72,446)	(43,984)	(37,776)
	<b>Other Law, Order &amp; Public Safety</b>				
I053005	Abandoned Vehicles/Fines	Inc	50	50	0
I053040	Safer Wagin Income	Inc	10,394	10,394	10,167
I053055	Reimbursements	Inc	0	0	16
			10,444	10,444	10,183
E053005	Abandoned Vehicles	Exp	(500)	(500)	0
E053010	Emergency Services	Exp	0	0	0
E053040	Safer Wagin Expenditure	Exp	(500)	(500)	(323)
E053045	CCTV & Security	Exp	(12,000)	(9,350)	(3,518)
E053055	Mosquito Control	Exp	(10,000)	(9,700)	(5,114)
			(23,000)	(20,050)	(8,955)
	<b>Total Law, Order &amp; Public Safety Income</b>		139,604	91,375	98,641
	<b>Total Law, Order &amp; Public Safety Expenditure</b>		(272,457)	(187,843)	(153,702)
	<b>Health</b>				
	<b>Maternal &amp; Infant Health</b>				
E071005	Medical Centre Mtce - Infant Health Centre	Exp	(11,150)	(6,496)	(4,261)
			(11,150)	(6,496)	(4,261)

COA	Description	Type	Annual Budget	YTD Budget	YTD Actual
<b>Preventative Services - Admin &amp; Inspections</b>					
I074005	Food Licences & Fees	Inc	800	469	234
I074015	Contrib. Regional Health Scheme	Inc	46,000	26,831	31,470
			46,800	27,300	31,704
E074005	EHO Salary	Exp	(97,000)	(56,581)	(52,679)
E074008	EHO Leave/Wages Liability	Exp	0	0	0
E074010	EHO Superannuation	Exp	(9,650)	(5,628)	(5,573)
E074015	Other Control Expenses	Exp	(8,000)	(5,412)	(15,027)
E074020	EHO/Building Surveyor Vehicle Expenses	Exp	(5,000)	(3,006)	(3,155)
E074030	Conferences & Training	Exp	(3,000)	(1,600)	(3,238)
E074035	Loss on Sale of Asset	Exp	0	0	0
E074100	Administration Allocated	Exp	(25,001)	(14,581)	(14,581)
E074190	Depreciation - Prevent Services	Exp	(5,930)	(3,458)	(4,649)
			(153,581)	(90,266)	(98,902)
<b>Other Health</b>					
I076010	Rent - Medical Centre-Dentist	Inc	3,856	2,247	2,245
I076015	Reimbursements - IPN Medical	Inc	1,198	0	0
I076020	Meeting Room Fees	Inc	3,500	2,044	2,817
I076040	Reimbursements - Dr Norris	Inc	700	0	0
			9,254	4,291	5,062
E076020	Medical Centre Mtce - Dr & Dentist Surgery	Exp	(14,585)	(8,505)	(7,198)
E076025	Depreciation - Other Health	Exp	(20,720)	(12,089)	(12,847)
E076030	Doctors Vehicle Mtce	Exp	(2,800)	(2,100)	(1,411)
E076040	IPN Medical Services	Exp	(47,365)	(23,682)	0
			(85,470)	(46,376)	(21,456)
<b>Health - Preventative Services</b>					
E077010	Analytical Expenses	Exp	(460)	(460)	(463)
			(460)	(460)	(463)
<b>Total Health Income</b>			56,054	31,591	36,766
<b>Total Health Expenditure</b>			(250,661)	(143,598)	(125,081)
<b>Education &amp; Welfare</b>					
<b>Pre Schools</b>					
I083035	Day Care Lease	Exp	7,559	4,410	5,028
I083036	Day Care Reimbursements	Exp	3,500	1,750	887
			11,059	6,160	5,915
E080010	Kindergarten Maintenance (Daycare)	Exp	(14,900)	(8,694)	(6,755)
E080190	Depreciation - Pre-Schools	Exp	(5,420)	(3,164)	(2,418)
			(20,320)	(11,858)	(9,173)
<b>Other Education</b>					
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)
<b>HACC Program</b>					
I082010	HACC Recurrent Grant	Inc	289,545	144,772	238,679
I082015	Meals on Wheels	Inc	20,000	11,669	2,311
I082020	HACC Fee for Service	Inc	35,000	20,419	28,513
I082030	Reimbursements	Inc	500	250	0
			345,045	177,110	269,503
E082010	Co-ordinator Salary	Exp	(65,000)	(37,919)	(34,510)

COA	Description	Type	Annual Budget	YTD Budget	YTD Actual
E082013	HACC Leave/Wages Liability	Exp	0	0	0
E082015	Home Mtce Salary	Exp	(19,000)	(11,081)	(15,036)
E082020	Respite Salaries	Exp	(600)	(300)	(205)
E082025	Home Help Salaries	Exp	(130,000)	(75,831)	(98,422)
E082030	Superannuation	Exp	(18,000)	(10,500)	(12,957)
E082035	Other Expenses	Exp	(3,000)	(1,780)	(1,752)
E082040	Travelling - Mileage	Exp	(17,000)	(9,919)	(15,697)
E082045	Staff Training	Exp	(1,500)	(800)	(474)
E082050	Staff Training Salaries	Exp	(2,500)	(1,250)	(519)
E082055	Subscriptions	Exp	(4,500)	(3,800)	(3,127)
E082060	Telephone & Postage	Exp	(3,000)	(1,769)	(1,295)
E082065	Advertising & Stationery	Exp	(500)	(253)	(590)
E082070	Insurance	Exp	(6,874)	(6,874)	(4,684)
E082075	Office Accommodation	Exp	(36,000)	(21,000)	(21,000)
E082080	Plant & Equipment Mtce	Exp	(7,000)	(4,919)	(5,815)
E082085	Consumable Supplies	Exp	(4,298)	(2,648)	(4,823)
E082090	Expenditure from Donations	Exp	(4,273)	(2,473)	(1,411)
E082100	Administration Allocated	Exp	(29,466)	(17,192)	(17,192)
E082110	Meals on Wheels Expenditure	Exp	(22,000)	(12,831)	(3,025)
E082120	Loss on Sale of Asset	Exp	(4,800)	(4,800)	(1,343)
E082130	HACC Growth Funding Expenditure	Exp	0	0	0
E082190	Depreciation - HACC	Exp	(25,440)	(14,840)	(11,224)
			(404,751)	(242,779)	(255,101)
	<b>Other Welfare</b>				
I083010	Wagin Frail Aged Reimb	Inc	7,340	7,340	9,190
I083040	Other Welfare Income	Inc	0	0	2,505
			7,340	7,340	11,695
E083010	Wagin Frail Aged Exp	Exp	(7,340)	(7,340)	(9,350)
E083020	Comm. Aged Care Expenses	Exp	(39,394)	(19,498)	0
E083050	Other Welfare Exp	Exp	0	0	(1,880)
			(46,734)	(26,838)	(11,230)
	<b>Total Education &amp; Welfare Income</b>		363,444	190,610	287,112
	<b>Total Education &amp; Welfare Expenditure</b>		(474,205)	(283,875)	(277,903)
	<b>Community Amenities</b>				
	<b>Sanitation - Household Refuse</b>				
I101005	Domestic Collection	Inc	241,800	241,800	242,059
I102020	Refuse Site Fees	Inc	18,000	10,500	11,655
			259,800	252,300	253,714
E101005	Domestic Refuse Collection	Exp	(70,000)	(40,831)	(38,320)
E101010	Recycling Pick-Up	Exp	(66,000)	(38,500)	(38,072)
E101015	Refuse Site Mtce	Exp	(134,000)	(78,169)	(72,148)
E101025	Refuse Site Attendant	Exp	0	0	0
			(270,000)	(157,500)	(148,540)
	<b>Sanitation - Other</b>				
I102002	Commercial Collection Charges	Inc	65,000	65,000	63,511
I102005	Reimbursement Drummuster	Inc	4,000	4,000	0
I102010	Charges Bulk Rubbish	Inc	15,500	9,044	8,793
			84,500	78,044	72,304
E102005	Commercial Collection	Exp	(14,000)	(8,169)	(7,711)
E102010	Bulk Rubbish Collection	Exp	(15,500)	(9,044)	(9,035)
E101020	Chemical Drum Disposal Costs	Exp	(5,000)	(4,500)	(832)
E102190	Depreciation - Sanitation	Exp	(12,310)	(7,182)	(8,068)
			(46,810)	(28,895)	(25,646)

COA	Description	Type	Annual Budget	YTD Budget	YTD Actual
<b>Sewerage</b>					
I104005	Septic Tank Fees	Inc	500	294	0
			500	294	0
E104005	Sewerage Treatment Plant	Exp	(500)	(320)	(55)
			(500)	(320)	(55)
<b>Regional Refuse Group</b>					
E102007	Regional Refuse Group Expenses	Exp	0	0	0
			0	0	0
<b>Town Planning</b>					
I106005	Planning Fees	Inc	3,500	2,044	1,475
			3,500	2,044	1,475
E106005	Town Planning Expenses	Exp	(35,000)	(20,419)	(16,516)
E106100	Administration Allocated	Exp	(31,934)	(18,627)	(18,627)
			(66,934)	(39,046)	(35,143)
<b>Other Community Amenities</b>					
I107005	Cemetery Fees	Inc	12,000	7,500	5,832
I107010	Community Bus Income	Inc	4,000	2,331	2,863
I107025	Other Community Amenities Contributions	Inc	8,000	8,000	0
			24,000	17,831	8,695
E107005	Cemetery Mtce	Exp	(27,300)	(15,932)	(16,528)
E107010	Public Convenience Mtce	Exp	(65,700)	(38,332)	(34,303)
E107015	Community Bus Operating	Exp	(2,000)	(1,169)	(2,182)
E107100	Administration Allocated	Exp	(64,620)	(37,695)	(37,695)
E107190	Depreciation - Other Comm Amenities	Exp	(39,520)	(23,051)	(16,675)
			(199,140)	(116,179)	(107,383)
<b>Total Community Amenities Income</b>			372,300	350,513	336,187
<b>Total Community Amenities Expenditure</b>			(583,384)	(341,940)	(316,768)
<b>Recreation &amp; Culture</b>					
<b>Public Halls &amp; Civic Centres</b>					
I111005	Town Hall Hire	Inc	1,200	700	473
I111010	Reimbursements	Inc	100	100	0
I111015	Town Hall Lease -L Piesse	Inc	4,265	2,485	2,484
			5,565	3,285	2,957
E111005	Town Hall Mtce	Exp	(20,700)	(12,082)	(11,844)
E111010	Other Halls Mtce	Exp	(6,200)	(3,619)	(1,261)
E111190	Depreciation - Public Halls	Exp	(55,610)	(32,438)	(33,186)
			(82,510)	(48,139)	(46,291)
<b>Swimming Pool</b>					
I112010	Swimming Pool Admission	Inc	35,000	28,000	25,163
I112015	Swimming Pool Miscellaneous Income	Inc	105	105	0
I112020	Reimbursements	Inc	600	450	0
I112025	CSRFF Grant - Swim Pool Stage 2	Inc	20,000	0	10,600
			55,705	28,555	35,763
E112005	Pool Staff Salary	Exp	(65,000)	(34,000)	(40,910)
E112008	Pool Leave/Wages Liability	exp	0	0	0
E112010	Superannuation	Exp	(6,000)	(2,850)	(1,746)
E112015	Swimming Pool Maintenance	Exp	(104,500)	(59,713)	(58,342)
E112020	Swimming Pool Other Expenses	Exp	(4,000)	(3,550)	(2,051)

COA	Description	Type	Annual Budget	YTD Budget	YTD Actual
E112190	Depreciation - Swimming Pools	Exp	(185,400)	(108,150)	(108,697)
			(364,900)	(208,263)	(211,746)
	<b>Other Recreation &amp; Sport</b>				
I113005	Sportsground Rental	Inc	7,820	2,500	2,455
I113015	Power Reimbursements	Inc	6,000	1,600	551
I113020	Recreation Centre Hire	Inc	10,000	3,800	2,673
I113025	Reimbursements Other	Inc	500	400	3,171
I113030	Rec Centre Equipment Contributions	Inc	1,800	0	0
I113035	Sporting Club Leases	Inc	50	50	50
I113040	Other Recreation & Sport Contributions	Inc	28,200	0	0
I113055	Eric Farrow Pavillion Hire	Inc	2,000	1,169	2,316
I113065	Community Gym Membership	Inc	11,200	6,400	6,241
			67,570	15,919	17,457
E113005	Sportsground Mtce	Exp	(103,250)	(60,228)	(51,971)
E113010	Sportsground Building Mtce	Exp	(23,100)	(13,482)	(14,568)
E113015	Wetlands Park Mtce	Exp	(59,700)	(34,832)	(42,832)
E113020	Parks & Gardens Mtce	Exp	(56,300)	(32,851)	(30,857)
E113025	Puntapin Rock Mtce	Exp	(2,600)	(1,519)	(626)
E113030	Recreation Centre Mtce	Exp	(49,700)	(28,987)	(31,522)
E113035	Rec Staff Salaries	Exp	(22,000)	(12,800)	(8,659)
E113038	Rec Staff Leave/Wages Liability	Exp	0	0	0
E113040	Superannuation	Exp	(2,200)	(1,281)	(3,864)
E113045	Other Expenses	Exp	(1,500)	(700)	(877)
E113050	Norring Lake Mtce	Exp	(3,100)	(1,962)	(1,571)
E113065	Eric Farrow Pavilion Mtce	Exp	(22,800)	(13,300)	(16,513)
E113070	Rec Centre Sports Equipment	Exp	(2,000)	(1,000)	0
E113095	Community Gym Expenditure	Exp	(5,700)	(4,019)	(3,766)
E113100	Administration Allocated	Exp	(99,515)	(58,051)	(58,051)
E113190	Depreciation - Other Rec & Sport	Exp	(233,950)	(136,472)	(136,842)
			(687,415)	(401,484)	(402,519)
	<b>Library</b>				
I115005	Lost Books	Inc	50	25	0
I115010	Reimbursements	Inc	100	50	0
			150	75	0
E115005	Library Staff Salaries	Exp	(48,000)	(28,000)	(28,267)
E115008	Library Leave/Wages Liability	Exp	0	0	0
E115015	Library Building Mtce	Exp	(7,730)	(4,515)	(5,578)
E115020	Library Other Expenses	Exp	(11,410)	(8,030)	(1,887)
E115190	Depreciation - Libraries	Exp	(1,550)	(903)	(825)
			(68,690)	(41,448)	(36,557)
	<b>Other Culture</b>				
I116035	Long Table Experience Income	Inc	0	0	0
I119015	Contribution to Woolorama	Inc	1,000	0	0
I119020	Reimbursements	Inc	35,100	35,100	50,000
I119030	Community Events Income	Inc	3,450	3,450	1,468
I119031	Other Culture Grant Funds	Inc	9,705	9,705	9,060
			49,255	48,255	60,528
E116005	Subsidy Woolorama Committee	Exp	(500)	(500)	(500)
E116010	Woolorama Costs & Maintenance	Exp	(60,450)	(35,259)	(5,102)
E116015	Community Centre Mtce	Exp	(10,100)	(5,894)	(3,900)
E116020	Historical Village	Exp	(2,900)	(1,694)	(1,536)
E116035	Long Table Experience Expenditure	Exp	0	0	0
E116045	Community Development Events	Exp	(26,155)	(22,958)	(21,059)
E116046	Community Development Equipment Maintenance	Exp	(500)	(500)	(181)
E116055	Other Culture Grant Funds Exp	Exp	0	0	0

COA	Description	Type	Annual Budget	YTD Budget	YTD Actual
E116190	Depreciation - Other Culture	Exp	(3,300)	(1,925)	(1,940)
			(103,905)	(68,730)	(34,218)
	<b>Total Recreation &amp; Culture Income</b>		178,245	96,089	116,706
	<b>Total Recreation &amp; Culture Expenditure</b>		(1,307,420)	(768,064)	(731,328)
<b>Transport</b>					
<b>Streets Roads Bridges &amp; Depot Construction</b>					
I121005	Direct Road Grants	Inc	118,788	118,788	118,788
I121010	Road Project Grants	Inc	307,605	246,084	123,042
I121015	Roads to Recovery Grant	Inc	312,145	170,000	116,436
I121020	Reimbursements	Inc	1,000	500	23
I121025	Contribution - St Lighting	Inc	3,435	0	0
I121070	Main Roads Bridge Grant	Inc	422,322	0	50,000
I147125	Storm Damage Reimbursements	Inc	0	0	0
			1,165,295	535,372	408,289
<b>Streets Roads Bridges &amp; Depot Maintenance</b>					
I122055	Diesel Fuel Rebate Income	Inc	45,000	26,250	25,141
			45,000	26,250	25,141
E122005	Road Maintenance	Exp	(125,000)	(72,919)	(63,764)
E122006	Maintenance Grading	Exp	(175,000)	(102,088)	(133,006)
E122007	Rural Tree Pruning	Exp	(100,000)	(92,007)	(94,069)
E122008	Rural Spraying	Exp	(15,000)	(12,350)	(11,020)
E122009	Town Site Spraying	Exp	(30,000)	(18,831)	(11,888)
E122010	Depot Mtce	Exp	(23,000)	(13,419)	(12,730)
E122011	Town Reserve & Verg Mtce	Exp	(2,000)	(1,650)	(995)
E122012	Bridge & Drainage Mtce	Exp	(22,500)	(12,500)	(11,756)
E122015	Rural Numbering	Exp	(100)	(50)	0
E122020	Footpath Mtce	Exp	(5,000)	(2,500)	0
E122025	Street Cleaning	Exp	(42,000)	(24,500)	(17,751)
E122030	Street Trees	Exp	(55,000)	(42,340)	(66,020)
E122035	Traffic & Street Signs Mtce	Exp	(4,000)	(2,331)	(2,337)
E122045	Townscape	Exp	(20,000)	(12,157)	(4,556)
E122050	Crossovers	Exp	(500)	(500)	0
E122055	RoMan Data Collection	Exp	(6,000)	(3,000)	(6,087)
E122060	Street Lighting	Exp	(68,000)	(39,669)	(37,444)
E122090	Graffiti Removal	Exp	(1,000)	(775)	0
E122100	Administration Allocated	Exp	(49,203)	(28,700)	(28,700)
E122190	Depreciation - Roads	Exp	(1,703,750)	(993,853)	(1,076,156)
E147120	Storm Damage - Not Claimable	Exp	0	0	0
			(2,447,053)	(1,476,139)	(1,578,279)
<b>Road Plant Purchases</b>					
I122100	Profit on Sale of Asset	Inc	3,000	3,000	4,100
			3,000	3,000	4,100
E123010	Loss on Sale of Asset	Exp	(1,000)	(1,000)	(12,025)
			(1,000)	(1,000)	(12,025)
<b>Aerodrome</b>					
I126015	Aerodrome Reimbursements	Inc	9,985	9,985	0
I126020	Aerodrome Hangar Lease	Inc	8,310	4,155	5,093
			18,295	14,140	5,093
E126005	Aerodrome Maintenance	Exp	(9,400)	(5,481)	(6,494)
E126190	Depreciation - Aerodromes	Exp	(35,570)	(20,748)	(21,137)
			(44,970)	(26,229)	(27,631)
	<b>Total Transport Income</b>		1,231,590	578,762	442,622

COA	Description	Type	Annual Budget	YTD Budget	YTD Actual
<b>Total Transport Expenditure</b>			(2,493,023)	(1,503,368)	(1,617,935)
<b>Economic Services</b>					
<b>Rural Services</b>					
I131020	Landcare Reimbursements	Inc	700	406	43,055
			700	406	43,055
E131020	Landcare	Exp	(25,700)	(25,406)	(68,054)
E131030	Rural Towns Program	Exp	(20,000)	(11,808)	(8,580)
E131100	Administration Allocated	Exp	(15,827)	(9,233)	(9,233)
E131140	Water Management Plan / Harvesting	Exp	(5,000)	(3,131)	(4,403)
E131190	Depreciation - Rural Services	Exp	(1,030)	(602)	0
			(67,557)	(50,180)	(90,270)
<b>Tourism &amp; Area Promotion</b>					
I132005	Caravan Park Fees	Inc	80,000	49,000	36,964
I132010	Reimbursements	Inc	1,000	400	190
I132015	RV Area Fees	Inc	8,000	5,800	4,652
I132035	Tourism Income	Inc	0	0	0
			89,000	55,200	41,806
E132015	Caravan Park Manager Salary	Exp	(25,000)	(14,581)	(16,077)
E132020	Caravan Park Mtce	Exp	(52,000)	(30,352)	(27,393)
E132010	Wagin Tourism Committee	Exp	0	0	(118)
E132025	Subsidy Historic Village	Exp	(8,460)	(8,460)	(8,460)
E132035	RV Area Maintenance	Exp	(5,000)	(3,094)	(3,257)
E132040	Tourism Promotion & Subscripts	Exp	(15,000)	(7,700)	(7,998)
E132050	Administration Allocated	Exp	(60,177)	(35,105)	(35,105)
E132190	Depreciation - Tourism	Exp	(10,860)	(6,335)	(6,174)
			(176,497)	(105,627)	(104,582)
<b>Building Control</b>					
I133005	Building Licenses	Inc	5,000	2,919	2,637
			5,000	2,919	2,637
<b>Other Economic Services</b>					
I134005	Water Sales	Inc	20,000	11,669	15,899
			20,000	11,669	15,899
E134005	Water Supply - Standpipes	Exp	(25,000)	(14,581)	(18,253)
E134190	Depreciation - Other Economic Services	Exp	0	0	(174)
			(25,000)	(14,581)	(18,427)
<b>Total Economic Services Income</b>			114,700	70,194	103,396
<b>Total Economic Services Expenditure</b>			(269,054)	(170,388)	(213,280)
<b>Other Property &amp; Services</b>					
<b>Private Works</b>					
I141005	Private Works Income	Inc	20,000	11,669	7,422
			20,000	11,669	7,422
E141005	Private Works	Exp	(10,000)	(5,831)	(3,904)
E141100	Administration Allocated	Exp	(5,636)	(3,290)	(3,290)
			(15,636)	(9,121)	(7,194)
<b>Public Works Overheads</b>					
I143020	Reimbursements	Inc	617	217	2,715
			617	217	2,715

COA	Description	Type	Annual Budget	YTD Budget	YTD Actual
E143005	Engineering Salaries	Exp	(92,500)	(53,956)	(54,088)
E143007	Engineering Administration Salaries	Exp	(45,000)	(26,250)	(34,882)
E143008	Works Leave/Wages Liability	Exp	0	0	0
E143009	Housing Allowance Works	Exp	(16,390)	(13,890)	(13,852)
E143015	CEO's Salary Allocation	Exp	(55,309)	(32,263)	(37,161)
E143020	Engineering Superannuation	Exp	(93,551)	(54,572)	(54,533)
E143025	Engineering - Other Expenses	Exp	(5,000)	(3,350)	(1,903)
E143030	Sick Holiday & Allowances Pay	Exp	(180,000)	(127,000)	(85,380)
E143045	Insurance on Works	Exp	(32,298)	(32,298)	(32,298)
E143050	Protective Clothing	Exp	(8,000)	(6,000)	(3,171)
E143055	Fringe Benefits	Exp	(1,000)	0	0
E143060	CEO's Vehicle Allocation	Exp	(1,000)	(581)	(410)
E143065	MOW - Vehicle Expenses	Exp	(7,000)	(4,213)	(3,317)
E143075	Telephone Expenses	Exp	(1,500)	(875)	(957)
E143080	Staff Licences	Exp	(500)	(300)	(132)
E143085	Safety Equipment & Meetings	Exp	(4,000)	(2,350)	(874)
E143090	Conferences & Courses	Exp	(1,500)	(1,500)	0
E143095	Staff Training	Exp	(16,000)	(10,669)	(13,077)
E143105	Administration Allocated	Exp	(943)	(553)	(553)
E143200	LESS PWOH ALLOCATED	Exp	561,491	327,544	286,709
			0	(43,076)	(49,879)
<b>Plant Operation Costs</b>					
I144005	Sale of Scrap	Inc	1,500	800	182
I144010	Reimbursements	Inc	8,000	4,000	2,701
			9,500	4,800	2,883
E144010	Fuel & Oils	Exp	(140,000)	(81,669)	(82,525)
E144020	Tyres & Tubes	Exp	(20,000)	(11,669)	(6,033)
E144030	Parts & Repairs	Exp	(50,000)	(29,169)	(28,695)
E144040	Plant Repair - Wages	Exp	(40,000)	(23,331)	(20,465)
E144050	Insurance and Licences	Exp	(30,000)	(29,750)	(28,982)
E144060	Expendable Tools-Consumables only	Exp	(10,000)	(6,000)	(6,665)
E144075	Minor Plant & Equipment <\$5000	Exp	(8,000)	(6,500)	(5,787)
E144065	MV Insurance Claim Expenses	Exp	(1,000)	(1,000)	0
E144200	LESS POC ALLOCATED-PROJECTS	Exp	299,000	174,426	151,965
			0	(14,662)	(27,187)
<b>Salaries &amp; Wages</b>					
E146010	Gross Salaries, Allowances & Super	Exp	(2,250,000)	(1,312,500)	(1,369,054)
E146200	Less Sal , Allow, Super Allocated	Exp	2,250,000	1,312,507	1,369,054
			0	7	0
<b>Unclassified</b>					
I147005	Commission - Vehicle Licensing	Inc	46,000	26,831	24,628
I147035	Banking errors	Inc	0	0	862
I147050	Council Staff Housing Rental	Inc	20,280	11,830	7,220
I147065	Insurance Reimbursement	Inc	5,000	2,500	0
I147070	Council Housing Reimbursements	Inc	3,000	1,000	5,520
I147120	Charge on Private use of Shire Vehicle	Inc	4,680	2,730	2,700
I147121	Reimbursement - Community Requests	Inc	0	0	0
			78,960	44,891	40,930
E147015	Community Requests & Events - CEO Allocation	Exp	(6,000)	(3,850)	(1,657)
E147035	Banking Errors	Exp	0	0	(48)
E147050	Council Housing Maintenance	Exp	(72,350)	(45,799)	(49,267)
E147055	Consultants	Exp	(58,000)	(58,000)	(35,985)
E147070	4WD Resource Sharing Group	Exp	(2,500)	(1,350)	0
E147090	Building Maintenance	Exp	(8,000)	(4,750)	(1,581)
E147100	Administration Allocated	Exp	(160,858)	(93,835)	(93,835)

COA	Description	Type	Annual Budget	YTD Budget	YTD Actual
E147115	Occupational Health & Safety (OHS)	Exp	(4,000)	(2,800)	(90)
E147130	Depreciation - Unclassified	Exp	(31,230)	(18,221)	(18,298)
E147150	Community Requests Budget	Exp	(29,000)	(10,500)	(3,475)
E147151	Community Donations/Sponsorship	Exp	(3,500)	(3,500)	(2,000)
			(375,438)	(242,605)	(206,236)
<b>Total Other Property &amp; Services Income</b>			109,077	61,577	53,950
<b>Total Other Property &amp; Services Expenditure</b>			(391,074)	(309,457)	(290,493)
<b>Total Income</b>			<b>5,835,905</b>	<b>4,347,893</b>	<b>4,361,147</b>
<b>Total Expenditure</b>			<b>(6,853,024)</b>	<b>(4,244,806)</b>	<b>(4,229,427)</b>
<b>Net Deficit (Surplus)</b>			<b>(1,017,119)</b>	<b>103,087</b>	<b>131,720</b>

**SHIRE OF WAGIN  
STATEMENT OF PAYMENTS  
FOR THE PERIOD ENDED 31 JANUARY 2020**

Cheque	Date	Name	Description	Amount
<b>Municipal Account List of Payments</b>				
<b>EFT Payments</b>				
EFT9137	09/01/2020	Australian Services Union	Payroll deductions	(25.90)
EFT9138	09/01/2020	Shire Of Wagin Payroll Creditors	Payroll deductions	(180.00)
EFT9139	09/01/2020	Wagin Woodanilling Landcare Zone	Payroll deductions	(42.00)
EFT9140	09/01/2020	AMPAC Debt Recovery	Commissions and Costs for the Month of December 2019	(1,468.15)
EFT9141	09/01/2020	Al Antz Electrical	Adjustment of Ceiling Fans - Gordon Street Residence	(276.79)
EFT9142	09/01/2020	Alexander Galt And Co Pty Ltd	Hardware Supplies	(426.60)
EFT9143	09/01/2020	Australia Post	Postage - December 2019	(368.08)
EFT9144	09/01/2020	Boc Gases	R020D2 Oxygen, R020G Oxygen, R040G Dissolved Acetylene, R065E2 Argoshield, Container Service Charge 28/11/2019 - 28/12/2019	(66.24)
EFT9145	09/01/2020	Chubb Security Australia	Monitor Dialler - Medical Centre 01/01/2020 to 31/03/2020	(325.62)
EFT9146	09/01/2020	Coates Hire Collie	3 x lights - portable	(397.80)
EFT9147	09/01/2020	David Gray & Co Pty Ltd	10x Cabri Bottle Chute Style Yellow Lids for Bins	(832.48)
EFT9148	09/01/2020	Exurban	Town Planning Consulting Services - December 2019	(289.86)
EFT9149	09/01/2020	FacePainting by Mary	Face Painting at Christmas Street Carnival	(260.00)
EFT9150	09/01/2020	Great Southern Fuel Supply	Unleaded Fuel for Darkan HACC Vehicle - December 2019	(60.77)
EFT9151	09/01/2020	Great Southern Sheds	1x Building for Caravan Park Camp Kitchen	(4,988.00)
EFT9152	09/01/2020	Landgate - Midland	Rural UV Chargeable 27/04/2019 - 6/12/2019, Gross Rental Valuations Chargeable 27/07/2019 - 29/11/2019, Gross Rental Valuations Chargeable 29/06/2019 - 26/07/2019	(261.34)
EFT9153	09/01/2020	Marleys Diesel & Ag	Repair Air Con - Komatsu Grader (P10)	(963.50)
EFT9154	09/01/2020	Narrogin Packaging And Motorcycles	Public Convenience Supplies, Tablecloths & Serviettes - Councils Christmas Function, Tablecloths & Serviettes - Seniors Christmas Party	(742.20)
EFT9155	09/01/2020	Palace Hotel	1x Block of Export, 1x Block of Greater Northern, 2x Small Wines - Works Christmas Function	(121.98)
EFT9156	09/01/2020	Simply Uniforms	Uniforms 2019/20 Deb Stephens	(354.87)
EFT9157	09/01/2020	TEN47 Plumbing	Fix Leaking Tap in Female Bathroom - Recreation Centre	(99.00)
EFT9158	09/01/2020	The West Australian	Seasons Greetings For The Narrogin Observer And The Great Southern Herald 19 December 2019 Editions	(100.00)
EFT9159	09/01/2020	WA Contract Ranger Services Pty Ltd	Ranger Services 10/12/2019 & 16/12/2019	(935.00)
EFT9160	09/01/2020	WA Reticulation Supplies	2x Male Adaptors - Water Harvesting	(117.30)
EFT9161	09/01/2020	Wagin General Practice	Doctors Appointment - Bob McNamara	(77.50)
EFT9162	09/01/2020	Wagin Jewellers & Giftware	Engraving of 3x Community Citizen Of The Year Medals 2020	(33.00)
EFT9163	09/01/2020	Wagin Motel	1x Night Accommodation - Street Carnival Performer	(130.00)
EFT9164	09/01/2020	Wagin Pre-Mix Concrete	Site Works for Brick Layer at Wagin Cemetery Shelter - Including Supply 40 Tonne Blue Metal Dust, Set Up & Pour Concrete for Ramps to Cemetery Shelter, Grind approx. 41 Stumps - Wagin Townsite	(7,634.00)
EFT9165	09/01/2020	Wagin Window & Carpet Cleaning	Steam and Deodorizing of Carpets, Cleaning of Windows - Shire Administration Office & Infant Health Centre	(3,960.00)
EFT9166	09/01/2020	Wren Oil	Admin & Compliance Fees to Remove Waste Oil	(16.50)
EFT9167	16/01/2020	ARL Laboratories	Test Wholemeal Bread Sample	(59.40)
EFT9168	16/01/2020	Alexander Galt And Co Pty Ltd	Hardware Supplies	(948.71)
EFT9169	16/01/2020	Big Sky Entertainment	Guerilla Granny Street Carnival Entertainer - Final Payment	(825.00)
EFT9170	16/01/2020	CCS Strategic	Stage Two Wagin Sportsground Redevelopment	(11,512.05)
EFT9171	16/01/2020	Command A Com	Shire Administration Office, Works Depot, Rec Centre & Library - Phone and Fax Service	(259.71)
EFT9172	16/01/2020	Core Business Australia	J00554 AGRN743 Wagin WANDRRA Claim 29, December 2019 WANDRRA Assessment, Preparation of Tenders and Supervision of repairs to various roads with the Shire of Wagin resulting from Storm Event 10 & 11 February 2017	(7,898.00)
EFT9173	16/01/2020	Doms Delicatessen Of Wagin	10x Bags of Ice - Councils Christmas Function	(45.00)
EFT9174	16/01/2020	Fire & Safety WA	PPE for Bushfire Brigades	(2,878.70)
EFT9175	16/01/2020	Fuel Distributors Of WA Pty Ltd	Fuel for Fire Truck (W003)	(311.07)
EFT9176	16/01/2020	Great Southern Waste Disposal	Management of Facility & Refuse Collection - December 2019	(22,331.65)
EFT9177	16/01/2020	Hall Electrical & Data Services	Replace 2x LED Vandal proof Lights - Tavistock Street Public Toilets, Replace Circuit Breaker and Check Pump - Sportsground Oval, Remove RCD for Water Pump & Reinstall in Power box - Caravan Park	(787.27)
EFT9178	16/01/2020	IGA X-press	Dog Food for Pound, Newspapers & Milk	(57.16)
EFT9179	16/01/2020	JR & A Hersey Pty Ltd	200x Painted White Posts	(2,090.00)
EFT9180	16/01/2020	Katanning Hardware	Electric Drill - Building Maintenance Office, 36x Screw Bolts - Cemetery Shelter Seating	(297.84)
EFT9181	16/01/2020	Kirsty Simkins	Reimbursement for Staff Uniform	(60.00)
EFT9182	16/01/2020	LGISWA	Actual Wage Adjustment for period 30/06/2018 to 30/06/2019	(1,431.90)
EFT9183	16/01/2020	Larry Joseph Stanbridge	Reimbursement for Pet Carrier for Ranger	(31.99)
EFT9184	16/01/2020	Matthew Hough	Street Performer - Christmas Street Carnival	(800.00)
EFT9185	16/01/2020	Meals On Wheels	Meals on Wheels Quarterly Return - July, August & September 2019	(355.77)
EFT9186	16/01/2020	Narrogin Technology Solutions	1x Canon Maxify MB2760 Printer and 1x Set of Ink Cartridges for the CEO's Office	(328.00)
EFT9187	16/01/2020	Quick Corporate	January 2020 Stationary Order	(436.27)
EFT9188	16/01/2020	Shire Of Lake Grace	Participation in Astrotourism Town 2019/2020	(2,200.00)
EFT9189	16/01/2020	South West Isuzu	Oil Filter, Air Filter & A/c Filter - Isuzu Dmax (P04)	(225.57)
EFT9190	16/01/2020	TEN47 Plumbing	Repair Leaking Toilet - Arnott Street Residence, Unblock Blockage - Wetlands Public Toilets, Replace 1x Cracked Ladies Toilet - Town Hall, Repairs and Maintenance to Hot Water System - Eric Farrow Pavilion, Fix Leaking Toilet - Wetlands Public Toilets	(1,435.50)
EFT9191	16/01/2020	Toll Express	Delivery Charges	(253.61)
EFT9192	16/01/2020	Trevor Brandy	EHO Utility & Communication Allowance - January 2020	(250.00)

EFT9193	16/01/2020	WA Reticulation Supplies	Solenoids & Barrel Unions - Administration Office Garden	(277.30)
EFT9194	16/01/2020	Wagin District Farmers Co-operative	Catering & Cleaning Supplies - December 2019, Homecare Seniors Lunch Supplies - December 2019, SES Supplies	(1,336.97)
EFT9195	16/01/2020	Wagin Earthmoving	House Demolition at 16 Traverse Street, Wagin	(9,570.00)
EFT9196	16/01/2020	Wagin Gas Electrics	Inspect Hot Water System - Eric Farrow Pavilion, Take down Christmas Lights - Tudhoe Street	(297.00)
EFT9197	16/01/2020	Wagin Meats	Angel Burgers - Works Christmas Function, Meat for Seniors Lunch, Meat for Council Christmas Function 6 December 2019	(1,250.80)
EFT9198	16/01/2020	Wagin Truck Centre	Air Line Quick Release - Isuzu Tip Truck (P40)	(14.90)
EFT9199	16/01/2020	Wallis Computer Solutions	Agreement Fusion - Admin Office - December 2019, NBN - Admin Office, Library & Rec Centre - December 2019	(455.18)
EFT9200	16/01/2020	Westside Carnivals	Merry Go Round - Wagin Christmas Street Carnival	(1,760.00)
EFT9201	16/01/2020	Wurth Australia Pty Ltd	4x Glass Cleaner, 4x CRC - Works Depot	(117.33)
EFT9202	21/01/2020	Australian Taxation Office	December 2019 BAS	(29,340.00)
EFT9203		See Trust Account List of Payments		
EFT9204		See Trust Account List of Payments		
EFT9205		See Trust Account List of Payments		
EFT9206		See Trust Account List of Payments		
EFT9207		See Trust Account List of Payments		
EFT9208	23/01/2020	Australian Services Union	Payroll deductions	(25.90)
EFT9209	23/01/2020	Shire Of Wagin Payroll Creditors	Payroll deductions	(180.00)
EFT9210	23/01/2020	Wagin Woodanilling Landcare Zone	Payroll deductions	(42.00)
EFT9211	31/01/2020	AMPAC Debt Recovery	Commissions and Costs for the Month of January 2020	(316.50)
EFT9212	31/01/2020	Alexander Galt And Co Pty Ltd	Hardware Supplies	(549.20)
EFT9213	31/01/2020	BKS Electrical Pty Ltd	Repairs/Replacement to CCTV Nano Beams - Eric Farrow Pavilion	(1,484.30)
EFT9214	31/01/2020	Beaurepaires	Tyre Repair - Toyota Hilux (P50), Tyre Repair - Old Loader (P09)	(420.50)
EFT9215	31/01/2020	Belvedere Nursery	Coral Gum To Be Planted At The Wagin Ram Park In Memory Of Jim Fitzgerald - Shire Of Wagin Engineer	(19.50)
EFT9216	31/01/2020	Best Office Systems	Photocopier Charges MP.C4504 20/12/2019 - 20/01/2020	(677.60)
EFT9217	31/01/2020	Boc Gases	R020D2 Oxygen, R020G Oxygen, R040G Dissolved Acetylene, R065E2 Argoshield, Container Service Charge 29/12/2019 - 28/01/2020	(66.24)
EFT9218	31/01/2020	Command A Com	Phone and Fax Service Maintenance Renewal Charges 5/02/2020 - 5/05/2020	(214.50)
EFT9219	31/01/2020	Fire & Safety WA	PPE for Bushfire Brigades	(191.40)
EFT9220	31/01/2020	Instant Racking And Steel Shelving	Pallet Racking for Works Depot	(1,578.00)
EFT9221	31/01/2020	Komatsu Australia Pty Ltd	5x Guides & 12x Shims - Komatsu Grader (P12)	(722.17)
EFT9222	31/01/2020	Liberty Oil Australia Pty Ltd	5000L Diesel, 2000L Unleaded	(9,531.50)
EFT9223	31/01/2020	MJB Industries	4x 1500mm x 1200mm Link Slabs, 2x 300mm Headwalls - Jalaran Road	(2,211.00)
EFT9224	31/01/2020	Metal Artwork Creations	1x Brushed Gold Metal Name Plate in the name of Cr Dave Atkins	(18.04)
EFT9225	31/01/2020	Palace Hotel	1x Block of Greater Northern 4x Cans of Cool Drink - Works Depot	(62.19)
EFT9226	31/01/2020	Quick Corporate	January 2020 Stationary Order	(34.52)
EFT9227	31/01/2020	Ray Ford Signs	In Memory of Jim Fitzgerald' Plaque for Wagin Ram Park	(96.69)
EFT9228	31/01/2020	Sheridans For Badges	2x Name Badges in the names of Bill Atkinson - Acting Chief Executive Officer and Tina Svendsen - Library Manager	(70.29)
EFT9229	31/01/2020	Southern Rural Fabrication	Repairs to Truck Tipper Body - Isuzu Tip Truck (P42)	(1,694.00)
EFT9230	31/01/2020	Toll Express	Delivery Charges	(212.65)
EFT9231	31/01/2020	WA Contract Ranger Services Pty Ltd	Ranger Services 7/01/2020, 9/01/2020 & 13/01/2020	(1,028.50)
EFT9232	31/01/2020	WA Country Health Service - Wheatbelt	Main Meals and Sweets Supplied December 2019	(661.10)
EFT9233	31/01/2020	WA Reticulation Supplies	PVC Tee & Valve Sockets - Isuzu Truck (P14), Solenoids - Caravan Park, Sprinklers - Wagin Swimming Pool, Sprinklers, Saddles & Plugs - Sportsground Oval	(1,011.06)
EFT9234	31/01/2020	Wagin Baptist Counseling	4x Counselling Services	(200.00)
EFT9235	31/01/2020	Wagin Mechanical Repairs	Repairs and Service to Piesseville Fire Truck	(2,865.45)
EFT9236	31/01/2020	Wagin Plumbing	Repair Cold Water Tap - Administration Office Kitchen	(253.00)
EFT9237	31/01/2020	Wagin Truck Centre	Fuel Filter - Toyota Hilux (P85), Oil Filter - Ranger Vehicle (P38)	(57.00)
<b>EFT Payments Total</b>				<b>(154,578.93)</b>
<b>Cheque Payments</b>				
5276	03/01/2020	Brian David Noble	Rates refund for assessment A6 24 TAVISTOCK ST WAGIN 6315	(77.55)
5277	09/01/2020	Bronwyn Hegarty	Members Sitting Fees & Communication Allowance	(687.50)
5278	09/01/2020	Cr David Reed	Members Sitting Fees & Communication Allowance	(1,125.00)
5279	09/01/2020	Elders Rural Services Australia Limited	20L Round Up Ultramax - Town Site Spraying	(181.72)
5280	09/01/2020	Shire Of Wagin	Building Services Levy for Demolition Permit - 16 Traverse Street, Wagin	(56.65)
5281	09/01/2020	Synergy	Electricity Usage	(1,726.62)
5282	09/01/2020	Telstra	Admin Office Phones, Faxes and Staff Mobiles - December 2019	(1,446.95)
5283	09/01/2020	Wagin Pharmacy	2x 1L Cancer Council - Swimming Pool	(85.98)
5284	15/01/2020	Katelyn Brandon	Bond Refund for Community Bus Hire	(150.00)
5285	16/01/2020	Elders Rural Services Australia Limited	20x 25mm Tohl Nozzles - DFES	(2,530.00)
5286	16/01/2020	Shire Of Wagin	Reimbursement for Overspend of Grant 2018/2019 - SES	(1,567.00)
5287	16/01/2020	Synergy	Electricity Usage	(9,140.05)
5288	16/01/2020	Telstra	Phone Bill Ambulance Assoc Hut charges to 3 February 2020	(47.85)
5289	16/01/2020	Water Corporation	Various Shire Water Bills December 2019 - January 2020	(1,263.67)
5290	31/01/2020	Shire Of Wagin	Community Bus Hire 20/01/2020	(203.00)
5291	31/01/2020	Synergy	Electricity Usage	(1,644.89)
5292	31/01/2020	Water Corporation	Various Shire Water Bills December 2019 - January 2020	(26,972.00)
				<b>(48,906.43)</b>
<b>Direct Debit Payments</b>				
DD3722.3	03/01/2020	National Australia Bank	Merchant Statement December 2019	(160.07)
DD3757.1	06/01/2020	Department Of Transport	Daily Licensing Takings 02/01/2020	(1,663.85)
DD3757.12	07/01/2020	Department Of Transport	Daily Licensing Takings 03/01/2020	(7,122.65)
DD3757.22	08/01/2020	Department Of Transport	Daily Licensing Takings 06/01/2020	(5,281.05)

DD3726.1	09/01/2020	Walgs	Payroll deductions	(4,812.06)
DD3726.10	09/01/2020	Hostplus	Superannuation contributions	(373.80)
DD3726.11	09/01/2020	Mlc Superannuation	Superannuation contributions	(336.23)
DD3726.12	09/01/2020	North Personal Superannuation	Superannuation contributions	(243.26)
DD3726.13	09/01/2020	Sunsuper	Superannuation contributions	(44.26)
DD3726.2	09/01/2020	CBUS Superannuation	Superannuation contributions	(53.39)
DD3726.3	09/01/2020	Prime Super	Superannuation contributions	(352.87)
DD3726.4	09/01/2020	Bt Super	Payroll deductions	(674.18)
DD3726.5	09/01/2020	Macquarie Super	Superannuation contributions	(220.75)
DD3726.6	09/01/2020	Rest Administration	Superannuation contributions	(761.15)
DD3726.7	09/01/2020	Hesta Super Fund	Superannuation contributions	(258.00)
DD3726.8	09/01/2020	Australian Super Administration	Superannuation contributions	(976.96)
DD3726.9	09/01/2020	BT Panorama	Superannuation contributions	(500.62)
DD3757.23	09/01/2020	Department Of Transport	Daily Licensing Takings 07/01/2020	(4,177.70)
DD3757.24	10/01/2020	Department Of Transport	Daily Licensing Takings 08/01/2020	(5,098.40)
DD3757.25	13/01/2020	Department Of Transport	Daily Licensing Takings 09/01/2020	(3,561.45)
DD3757.26	14/01/2020	Department Of Transport	Daily Licensing Takings 10/01/2020	(2,770.35)
DD3757.27	15/01/2020	Department Of Transport	Daily Licensing Takings 13/01/2020	(1,851.40)
DD3757.28	16/01/2020	Department Of Transport	Daily Licensing Takings 14/01/2020	(654.05)
DD3757.2	17/01/2020	Department Of Transport	Daily Licensing Takings 15/01/2020	(1,306.10)
DD3757.3	17/01/2020	IntegraPay Pty Ltd	Synergy On Line Transaction Fees	(44.09)
DD3757.4	20/01/2020	Department Of Transport	Daily Licensing Takings 16/01/2020	(1,738.65)
DD3757.5	21/01/2020	Department Of Transport	Daily Licensing Takings 17/01/2020	(4,356.15)
DD3757.6	22/01/2020	Department Of Transport	Daily Licensing Takings 20/01/2020	(1,377.45)
DD3749.1	23/01/2020	Walgs	Payroll deductions	(5,086.14)
DD3749.10	23/01/2020	Hostplus	Superannuation contributions	(438.10)
DD3749.11	23/01/2020	Mlc Superannuation	Superannuation contributions	(319.17)
DD3749.12	23/01/2020	North Personal Superannuation	Superannuation contributions	(227.34)
DD3749.13	23/01/2020	Sunsuper	Superannuation contributions	(49.57)
DD3749.2	23/01/2020	CBUS Superannuation	Superannuation contributions	(182.53)
DD3749.3	23/01/2020	Prime Super	Superannuation contributions	(405.20)
DD3749.4	23/01/2020	Bt Super	Payroll deductions	(670.60)
DD3749.5	23/01/2020	Macquarie Super	Superannuation contributions	(212.65)
DD3749.6	23/01/2020	Rest Administration	Superannuation contributions	(796.82)
DD3749.7	23/01/2020	Hesta Super Fund	Superannuation contributions	(261.18)
DD3749.8	23/01/2020	Australian Super Administration	Superannuation contributions	(934.74)
DD3749.9	23/01/2020	BT Panorama	Superannuation contributions	(434.17)
DD3757.7	23/01/2020	Department Of Transport	Daily Licensing Takings 21/01/2020	(1,050.95)
DD3757.8	23/01/2020	Messages On Hold Australia Pty Ltd	Provision of Programming and Equipment 23/10/2019 - 22/01/2020	(227.70)
DD3757.10	24/01/2020	Western Australian Treasury Corporation	Loan Repayment 137 January 2020	(1,907.86)
DD3757.11	24/01/2020	Department Of Transport	Daily Licensing Takings 22/01/2020	(5,109.05)
DD3757.9	24/01/2020	IntegraPay Pty Ltd	Synergy On Line Transaction Fees	(17.75)
DD3757.13	28/01/2020	Department Of Transport	Daily Licensing Takings 23/01/2020	(1,964.60)
DD3757.14	28/01/2020	Classic Finance Pty Ltd	Photocopier Lease Payment January 2020	(222.20)
DD3757.15	29/01/2020	National Australia Bank	NAB Connect Fee	(60.23)
DD3757.16	29/01/2020	Department Of Transport	Daily Licensing Takings 24/01/2020	(3,504.95)
DD3757.17	30/01/2020	Department Of Transport	Daily Licensing Takings 28/01/2020	(2,266.40)
DD3757.18	31/01/2020	National Australia Bank	Merchant Statement January 2020	(242.21)
DD3757.19	31/01/2020	Department Of Transport	Daily Licensing Takings 29/01/2020	(2,006.20)
<b>Direct Debit Payments</b>				<b>(79,369.25)</b>
<b>Municipal Account List of Payments Total</b>				<b>(282,854.61)</b>
<b>Trust Account List of Payments</b>				
<b>EFT Payments</b>				
EFT9203	22/01/2020	Clem Henry	COMMUNITY BUS BOND REFUND	(150.00)
EFT9204	22/01/2020	Eric Parn	COMMUNITY GYM KEY BOND REFUND	(30.00)
EFT9205	22/01/2020	Georgina Obst	COMMUNITY GYM KEY BOND REFUND	(30.00)
EFT9206	22/01/2020	Svetlana Woollard	EFP VENUE HIRE BOND REFUND	(300.00)
EFT9207	22/01/2020	Tracy Maria Simms	ANIMAL TRAP BOND REFUND	(50.00)
<b>EFT Payments Total</b>				<b>(560.00)</b>
<b>Cheque Payments</b>				
2531	16/01/2020	Building And Energy	APP # 99825 WAGIN EARTHMOVING PTY LTD	(56.65)
<b>Cheque Payments Total</b>				<b>(56.65)</b>
<b>Trust Account List of Payments Total</b>				<b>(616.65)</b>
<b>Credit Card List of Payments</b>				
<b>Chief Executive Officer - Peter Webster</b>				
Credit Card	16/12/2019	Outdoor Shop Shade	3 x Pad Eye Diamond Shackle Plates for Eric Farrow Pavilion	(104.70)
Credit Card	18/12/2019	Palace Hotel Wagin	Refreshments	(25.30)
Credit Card	27/12/2019	7-Eleven Maddington	CEO Fuel	(35.66)
Credit Card	2/01/2020	BP Express South Perth	CEO Fuel	(50.92)
Credit Card	3/01/2020	Westnet	Internet Charges	(225.52)
Credit Card	6/01/2020	BP Express South Perth	CEO Fuel	(53.10)
Credit Card	14/01/2020	NAB	Card Fee	(9.00)
<b>Chief Executive Officer - Peter Webster Total</b>				<b>(504.20)</b>
<b>Deputy Chief Executive Officer - Brian Roderick</b>				
Credit Card	20/12/2019	Palace Hotel Wagin	Meal with Accountant	(92.80)
Credit Card	14/01/2020	NAB	Card Fee	(9.00)
<b>Deputy Chief Executive Officer - Brian Roderick Total</b>				<b>(101.80)</b>
<b>Manager of Works - Allen Hicks</b>				
Credit Card	9/01/2020	Mowers Galore	Grinding Wheel, Spring Chain Stop Lever & Tension Adjustment Knob for P30	(110.00)
Credit Card	14/01/2020	NAB	Card Fee	(9.00)
<b>Manager of Works - Allen Hicks Total</b>				<b>(119.00)</b>

<b>Manager of Finance - Tegan Hall</b>			
Credit Card	18/12/2019 Aussie Broadband	NBN Charges - Works Depot, Rec Centre, Admin Office & Library	<b>(290.00)</b>
Credit Card	14/01/2020 NAB	Card Fee	<b>(9.00)</b>
<b>Manager of Finance - Tegan Hall Total</b>			<b>(299.00)</b>
<b>Credit Card List of Payments Total</b>			<b>(1,024.00)</b>

**SHIRE OF WAGIN**  
**MONTHLY FINANCIAL REPORT**  
**(Containing the Statement of Financial Activity)**  
**For the Period Ended 29 February 2020**

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

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**MONTHLY FINANCIAL REPORT  
FOR THE PERIOD ENDED 29 FEBRUARY 2020**

**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.

	<b>% Completed</b>	<b>Annual Budget</b>	<b>YTD Actual</b>
<b>Capital Expenditure</b>			
Land	101%	40,000	40,499
Buildings	27%	25,000	6,814
Plant & Equipment	95%	344,000	325,575
Furniture & Equipment	26%	126,700	33,375
Infrastructure - Roads	36%	1,746,917	626,340
Footpaths	33%	131,000	43,662
Infrastructure - Other	34%	330,000	112,135
<b>Grants, Subsidies and Contributions</b>			
Operating Grants, Subsidies and Contributions	82%	1,333,086	1,088,148
Non-operating Grants, Subsidies and Contributions	39%	1,143,257	450,078
Rates Levied	100%	2,356,259	2,349,228

*% Compares current ytd actuals to annual budget*

<b>Financial Position</b>	<b>* Note</b>	<b>This Time Last Year 01 Mar 2019</b>	<b>Year to Date Actual 29 Feb 2020</b>
Adjusted Net Current Assets	195%	\$ 946,415	\$ 1,845,507
Cash and Equivalent - Unrestricted	143%	\$ 1,065,487	\$ 1,524,529
Cash and Equivalent - Restricted	144%	\$ 968,039	\$ 1,394,222
Receivables - Rates	98%	\$ 206,204	\$ 201,092
Receivables - Other	249%	\$ 92,775	\$ 231,190
Payables	31%	\$ 395,592	\$ 121,211

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

**MONTHLY FINANCIAL REPORT  
FOR THE PERIOD ENDED 29 FEBRUARY 2020**

**INFORMATION**

**PREPARATION TIMING AND REVIEW**

Date prepared: All known transactions up to 12 March 2020  
Prepared by: Manager of Finance  
Reviewed by: Deputy Chief Executive Officer

**BASIS OF PREPARATION**

**REPORT PURPOSE**

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

**BASIS OF ACCOUNTING**

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

**THE LOCAL GOVERNMENT REPORTING ENTITY**

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

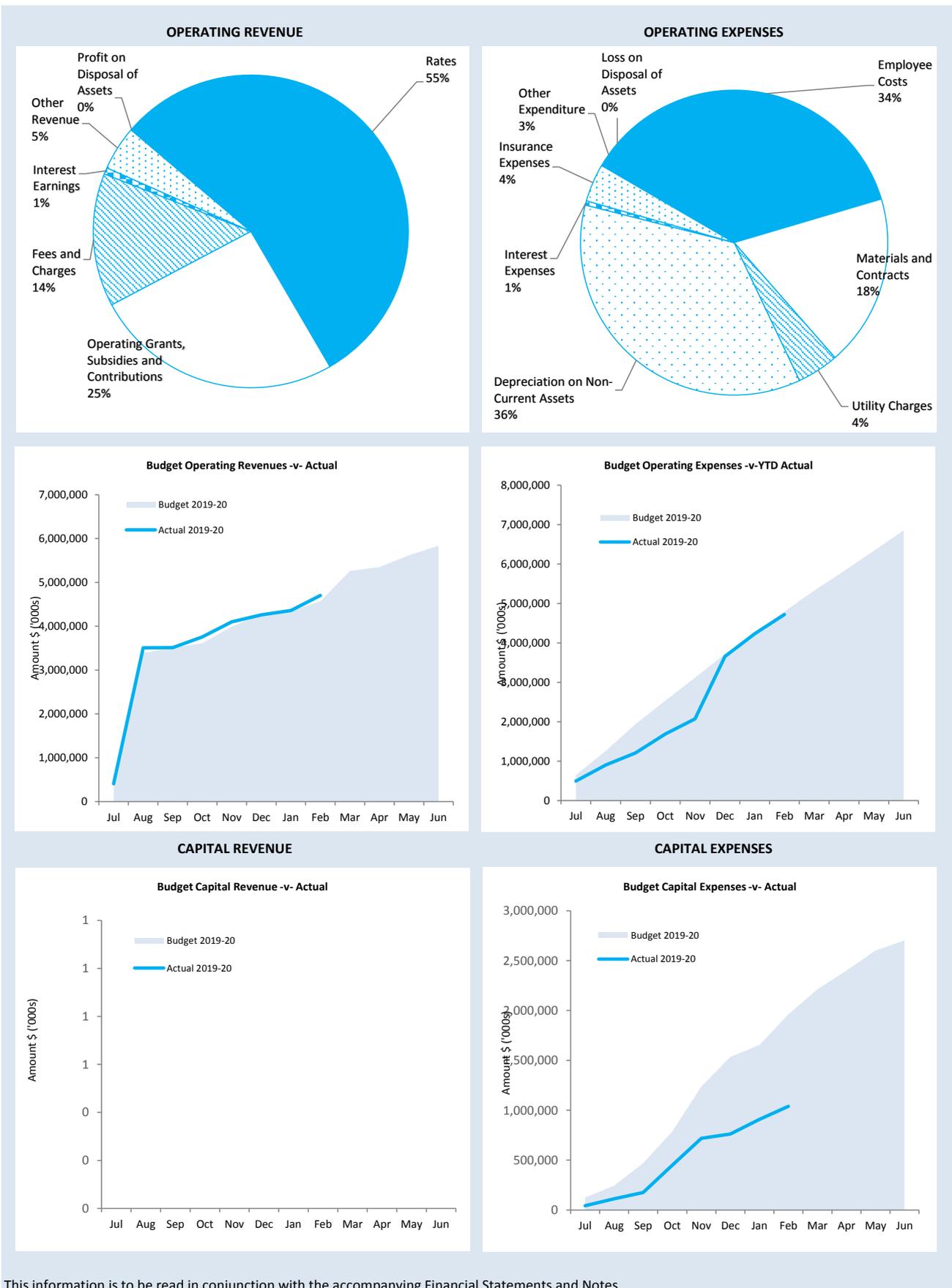
The preparation of a financial report in conformity with Australian Accounting Standards requires management to make judgements, estimates and assumptions that effect the application of policies and reported amounts of assets and liabilities, income and expenses. The estimates and associated assumptions 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 29 FEBRUARY 2020**

**SUMMARY GRAPHS**



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

**KEY TERMS AND DESCRIPTIONS**  
**FOR THE PERIOD ENDED 29 FEBRUARY 2020**

**STATUTORY REPORTING PROGRAMS**

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

<b>PROGRAM NAME</b>	<b>OBJECTIVE</b>	<b>ACTIVITIES</b>
<b>GOVERNANCE</b>	To provide a decision making process for the efficient allocation of scarce resources.	Includes the activities of members of council and the administrative support available to the council for the provision of governance of the district. Other costs relate to the task of assisting elected members and ratepayers on matters which do not concern specific council services.
<b>GENERAL PURPOSE FUNDING</b>	To collect revenue to allow for the provision of services.	Rates, general purpose government grants and interest revenue.
<b>LAW, ORDER, PUBLIC SAFETY</b>	To provide services to help ensure a safer and environmentally conscious community.	Supervision and enforcement of various local laws relating to fire prevention, animal control and other aspects of public safety including emergency services.
<b>HEALTH EDUCATION AND WELFARE</b>	To provide an operational framework To provide services to disadvantaged persons, the elderly, children and youth.	Inspection of food outlets and their control, provision of Maintenance of child minding centre, playgroup centre, senior citizen centre and aged care centre. Provision and maintenance of home and community care programs and youth services.
<b>HOUSING</b>	To provide and maintain elderly residents housing.	Provision and maintenance of elderly residents housing.
<b>COMMUNITY AMENITIES</b>	To provide services required by the community.	Rubbish collection services, operation of rubbish disposal sites, litter control, construction and maintenance of urban storm water drains, protection of the environment and administration of town planning schemes, cemetery and public conveniences.
<b>RECREATION AND CULTURE</b>	To establish and effectively manage infrastructure and resource which will help the social well being of the community.	Maintenance of public halls, civic centres, aquatic centre, beaches, recreation centres and various sporting facilities. Provision and maintenance of parks, gardens and playgrounds. Operation of library, museum and other cultural facilities.
<b>TRANSPORT ECONOMIC SERVICES</b>	To provide safe, effective and To help promote the City and its economic wellbeing.	Construction and maintenance of roads, streets, footpaths, Tourism and area promotion including the maintenance and operation of a caravan park. Provision of rural services including weed control, vermin control and standpipes. Building Control.
<b>OTHER PROPERTY AND SERVICES</b>	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 29 FEBRUARY 2020**

**STATUTORY REPORTING PROGRAMS**

	Ref Note	Annual Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var.
<b>Opening Funding Surplus(Deficit)</b>	1(b)	\$ 1,279,164	\$ 1,279,164	\$ 1,302,110	\$ 22,946	
<b>Revenue from operating activities</b>						
Governance		9,000	6,000	18,046	12,046	
General Purpose Funding - Rates	5	2,356,259	2,354,691	2,349,227	(5,464)	
General Purpose Funding - Other		905,632	690,690	693,081	2,391	
Law, Order and Public Safety		139,604	92,225	112,813	20,588	▲
Health		56,054	36,104	40,537	4,433	
Education and Welfare		363,444	196,407	291,555	95,148	▲
Community Amenities		364,300	346,972	341,297	(5,675)	
Recreation and Culture		95,045	71,336	61,507	(9,829)	
Transport		179,533	156,943	156,960	17	
Economic Services		114,700	83,136	126,574	43,438	▲
Other Property and Services		109,077	69,557	60,999	(8,558)	
		<b>4,692,648</b>	<b>4,104,061</b>	<b>4,252,596</b>		
<b>Expenditure from operating activities</b>						
Governance		(424,096)	(331,451)	(303,006)	28,445	▲
General Purpose Funding		(387,650)	(279,065)	(256,954)	22,111	▲
Law, Order and Public Safety		(272,457)	(207,222)	(176,444)	30,778	▲
Health		(250,661)	(160,246)	(138,757)	21,489	▲
Education and Welfare		(474,205)	(318,441)	(312,193)	6,248	
Community Amenities		(583,384)	(390,200)	(358,586)	31,614	▲
Recreation and Culture		(1,307,420)	(877,031)	(844,173)	32,858	▲
Transport		(2,493,023)	(1,709,472)	(1,798,343)	(88,871)	▼
Economic Services		(269,054)	(188,542)	(236,230)	(47,688)	▼
Other Property and Services		(391,074)	(329,802)	(295,086)	34,716	▲
		<b>(6,853,024)</b>	<b>(4,791,472)</b>	<b>(4,719,772)</b>		
<b>Operating activities excluded from budget</b>						
Add Back Depreciation		2,464,660	1,643,112	1,697,336	54,224	▲
Adjust (Profit)/Loss on Asset Disposal	6	(200)	(200)	7,624	7,824	
Adjust Provisions and Accruals		0	0	(5,948)	(5,948)	
<b>Amount attributable to operating activities</b>		<b>304,084</b>	<b>955,501</b>	<b>1,231,836</b>		
<b>Investing Activities</b>						
Non-operating Grants, Subsidies and Contributions	10	1,143,257	469,069	450,078	(18,991)	
Proceeds from Disposal of Assets	6	77,000	77,000	91,787	14,787	
Capital Acquisitions	7	(2,743,617)	(2,002,500)	(1,188,401)	814,099	▲
<b>Amount attributable to investing activities</b>		<b>(1,523,360)</b>	<b>(1,456,431)</b>	<b>(646,535)</b>		
<b>Financing Activities</b>						
Self-Supporting Loan Principal		18,758	9,308	9,308	0	
Transfer from Reserves	9	230,000	0	0	0	
Repayment of Debentures	8	(64,099)	(37,028)	(37,028)	0	
Transfer to Reserves	9	(244,547)	(17,124)	(14,184)	2,940	
<b>Amount attributable to financing activities</b>		<b>(59,888)</b>	<b>(44,844)</b>	<b>(41,904)</b>		
<b>Closing Funding Surplus(Deficit)</b>	1(b)	<b>(0)</b>	<b>733,390</b>	<b>1,845,507</b>		

**KEY INFORMATION**

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

The material variance adopted by Council for the 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 29 FEBRUARY 2020**

**NATURE OR TYPE DESCRIPTIONS**

**REVENUE**

**RATES**

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

**OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS**

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

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

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

**PROFIT ON ASSET DISPOSAL**

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

**FEES AND CHARGES**

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

**SERVICE CHARGES**

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

**INTEREST EARNINGS**

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

**OTHER REVENUE / INCOME**

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

**EXPENSES**

**EMPLOYEE COSTS**

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

**MATERIALS AND CONTRACTS**

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

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

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

**INSURANCE**

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

**LOSS ON ASSET DISPOSAL**

Loss on the disposal of fixed assets.

**DEPRECIATION ON NON-CURRENT ASSETS**

Depreciation expense raised on all classes of assets.

**INTEREST EXPENSES**

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

**OTHER EXPENDITURE**

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

**STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 29 FEBRUARY 2020**

**BY NATURE OR TYPE**

	Ref Note	Annual Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var.
		\$	\$	\$	\$	
<b>Opening Funding Surplus (Deficit)</b>	1(b)	1,279,164	1,279,164	<b>1,302,110</b>	22,946	▲
<b>Revenue from operating activities</b>						
Rates	5	2,356,259	2,354,691	<b>2,349,228</b>	(5,463)	
Operating Grants, Subsidies and Contributions	10	1,333,086	924,530	<b>1,088,148</b>	163,618	▲
Fees and Charges		726,990	604,386	<b>585,824</b>	(18,562)	
Interest Earnings		58,247	31,124	<b>28,363</b>	(2,761)	
Other Revenue		212,066	183,330	<b>195,289</b>	11,959	
Profit on Disposal of Assets	6	6,000	6,000	<b>5,744</b>	(256)	
		4,692,648	4,104,061	<b>4,252,595</b>		
<b>Expenditure from operating activities</b>						
Employee Costs		(2,419,203)	(1,662,846)	<b>(1,604,669)</b>	58,177	▲
Materials and Contracts		(1,240,790)	(940,861)	<b>(859,852)</b>	81,009	▲
Utility Charges		(326,824)	(217,387)	<b>(207,687)</b>	9,700	
Depreciation on Non-Current Assets		(2,464,660)	(1,643,112)	<b>(1,697,336)</b>	(54,224)	▼
Interest Expenses		(34,694)	(22,194)	<b>(21,369)</b>	825	
Insurance Expenses		(194,263)	(177,408)	<b>(190,012)</b>	(12,604)	
Other Expenditure		(166,790)	(121,864)	<b>(125,480)</b>	(3,616)	
Loss on Disposal of Assets	6	(5,800)	(5,800)	<b>(13,368)</b>		
		(6,853,024)	(4,791,472)	<b>(4,719,773)</b>		
<b>Operating activities excluded from budget</b>						
Add back Depreciation		2,464,660	1,643,112	<b>1,697,336</b>	54,224	▲
Adjust (Profit)/Loss on Asset Disposal	6	(200)	(200)	<b>7,624</b>	7,824	
Adjust Provisions and Accruals		0	0	<b>(5,948)</b>	(5,948)	
<b>Amount attributable to operating activities</b>		<b>304,084</b>	<b>955,501</b>	<b>1,231,834</b>		
<b>Investing activities</b>						
Non-operating grants, subsidies and contributions	10	1,143,257	469,069	<b>450,078</b>	(18,991)	
Proceeds from Disposal of Assets	6	77,000	77,000	<b>91,787</b>	14,787	
Capital acquisitions	7	(2,743,617)	(2,002,500)	<b>(1,188,401)</b>	814,099	▲
<b>Amount attributable to investing activities</b>		<b>(1,523,360)</b>	<b>(1,456,431)</b>	<b>(646,534)</b>		
<b>Financing Activities</b>						
Self-Supporting Loan Principal		18,758	9,308	<b>9,308</b>	0	
Transfer from Reserves	9	230,000	0	<b>0</b>	0	
Repayment of Debentures	8	(64,099)	(37,028)	<b>(37,028)</b>	0	
Transfer to Reserves	9	(244,547)	(17,124)	<b>(14,184)</b>	2,940	
<b>Amount attributable to financing activities</b>		<b>(59,888)</b>	<b>(44,844)</b>	<b>(41,904)</b>		
<b>Closing Funding Surplus (Deficit)</b>	1(b)	<b>(0)</b>	<b>733,390</b>	<b>1,845,507</b>		

**KEY INFORMATION**

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

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

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 29 FEBRUARY 2020**

**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 29 FEBRUARY 2020**

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

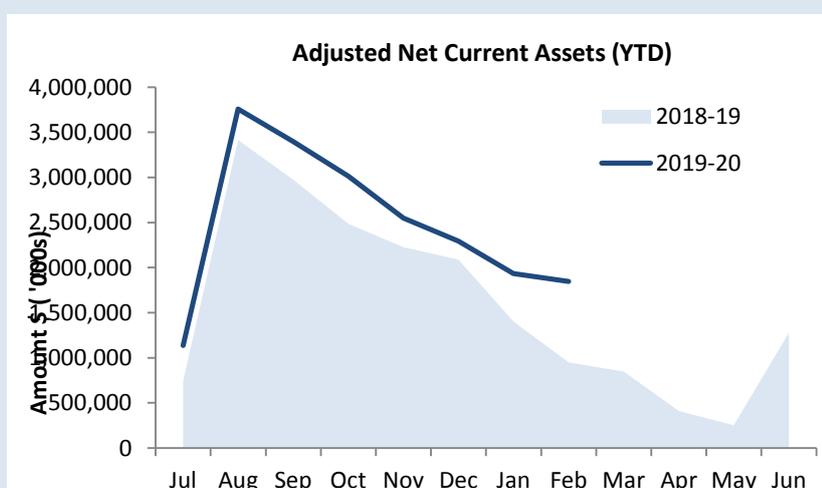
	Ref Note	Last Years Closing 30 June 2019	This Time Last Year 01 Mar 2019	Year to Date Actual 29 Feb 2020
		\$	\$	\$
<b>Adjusted Net Current Assets</b>				
<b>Current Assets</b>				
Cash Unrestricted	3	382,597	1,065,487	1,524,529
Cash Restricted	3	1,380,038	968,039	1,394,222
Receivables - Rates	4	56,891	206,204	201,092
Receivables - Other	4	1,035,863	92,775	231,190
Loans receivable		18,758	9,169	9,450
Interest / ATO Receivable		26,967	0	0
Inventories		46,978	40,543	46,978
		<b>2,948,093</b>	<b>2,382,217</b>	<b>3,407,462</b>
<b>Less: Current Liabilities</b>				
Payables		(206,717)	(395,592)	(121,211)
Regional Refuse Group Accrued Funds		(37,071)	(63,001)	(37,071)
Provisions - Loans, Annual & Long Service Leave		(371,243)	(354,884)	(334,215)
		<b>(615,032)</b>	<b>(813,478)</b>	<b>(492,498)</b>
<b>Unadjusted Net Current Assets</b>		<b>2,333,061</b>	<b>1,568,739</b>	<b>2,914,964</b>
<b>Adjustments and exclusions permitted by FM Reg 32</b>				
Less: Cash reserves	3	(1,380,038)	(968,039)	(1,394,222)
Less: Loans receivable		(18,758)	(9,169)	(9,450)
Add: Provisions - Loans, Annual & Long Service Leave		367,846	354,884	334,215
<b>Adjusted Net Current Assets</b>		<b>1,302,110</b>	<b>946,415</b>	<b>1,845,507</b>

**SIGNIFICANT ACCOUNTING POLICIES**

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

**KEY INFORMATION**

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



**This Year YTD  
Surplus(Deficit)  
\$1.85 M**

**Last Year YTD  
Surplus(Deficit)  
\$.95 M**

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 29 FEBRUARY 2020**

**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
	\$			
<b>Revenue from operating activities</b>				
Law, Order and Public Safety	20,588	▲	Timing	MAF Funding higher than budgeted for which will be offset by higher expenditure.
Education and Welfare	95,148	▲	Timing	HACC grant received earlier than budgeted.
Economic Services	43,438	▲	Permanent	Landcare Payroll not budgeted for but offset by expenditure.
<b>Expenditure from operating activities</b>				
Governance	28,445	▲	Timing	Councillor Training & Conference Expenses under YTD Budget, Removal Expenses under YTD Budget due to CEO recruitment.
Law, Order and Public Safety	30,778	▲	Timing	BFB Grant, CCTV & Mosquito Control under YTD Budget.
Health	21,489	▲	Timing	IPN Invoice has not been received to date.
Community Amenities	31,614	▲	Timing	Household Refuse, Chemical Drum Disposal & Public Convenience Maintenance under YTD Budget.
Recreation and Culture	32,858	▲	Timing	Woolorama Costs & Maintenance under YTD Budget.
Transport	(88,871)	▼	Timing	Maintenance Grading, Street Trees & Depreciation over YTD Budget.
Economic Services	(47,688)	▼	Permanent	Landcare Payroll not budgeted for but offset by income.
Other Property and Services	34,716	▲	Timing	Consultants expenditure under YTD budget.
<b>Investing Activities</b>				
Capital Acquisitions	814,099	▲	Timing	Caravan Park Camp Kitchen, Electronic Advertising Sign, Wetlands Park Playground Equipment, Capital Works Program, Footpath Program, Airport Development, Wetlands Park Pond Works & Townscape not in accordance with month budgeted to expend.

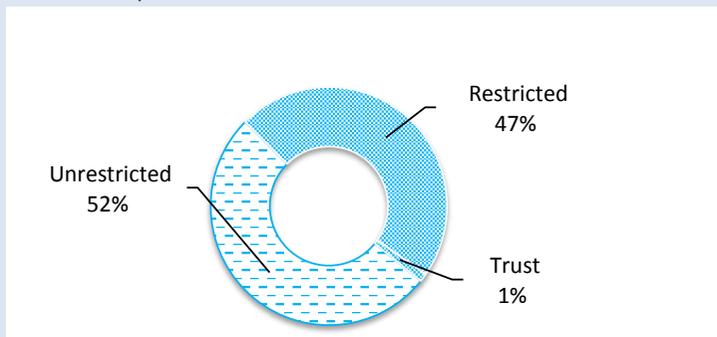
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 29 FEBRUARY 2020**

**OPERATING ACTIVITIES  
NOTE 3  
CASH AND INVESTMENTS**

<b>Cash and Investments</b>	<b>Unrestricted</b>	<b>Restricted</b>	<b>Trust</b>	<b>Total YTD Actual</b>	<b>Institution</b>	<b>Interest Rate</b>	<b>Maturity Date</b>
	\$	\$	\$	\$			
<b>Cash on Hand</b>							
Petty Cash and Floats	1,350			1,350	N/A	Nil	On Hand
<b>At Call Deposits</b>							
Municipal Fund	193,788			193,788	NAB	Nil	At Call
Overnight Cash Deposit Facility	526,136			526,136	Treasury	0.70%	At Call
Municipal Investment Account 1	803,255			803,255	NAB	1.55%	29-Mar-20
Municipal Cash Maximiser	0				NAB	0.40%	At Call
Trust Fund			32,731	32,731	NAB	Nil	At Call
<b>Term Deposits</b>							
Municipal Investment - Term Deposit		1,394,222		1,394,222	NAB	1.55%	28-Jun-20
<b>Total</b>	<b>1,524,529</b>	<b>1,394,222</b>	<b>32,731</b>	<b>2,951,483</b>			

**SIGNIFICANT ACCOUNTING POLICIES**

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



**KEY INFORMATION**

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

<b>Total Cash</b>	<b>Unrestricted</b>
<b>\$2.95 M</b>	<b>\$1.52 M</b>

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 29 FEBRUARY 2020**

**OPERATING ACTIVITIES  
NOTE 4  
RECEIVABLES**

Rates Receivable	30 June 2019	29 February 2020
	\$	\$
Opening Arrears Previous Years	67,044	56,891
Levied this year	2,469,127	2,591,287
Less Collections to date	(2,473,810)	(2,447,085)
Equals Current Outstanding	<b>62,361</b>	<b>201,092</b>
Doubtful Rate Debtors	(5,470)	0
<b>Net Rates Collectable</b>	<b>56,891</b>	<b>201,092</b>
% Collected	100.19%	94.44%

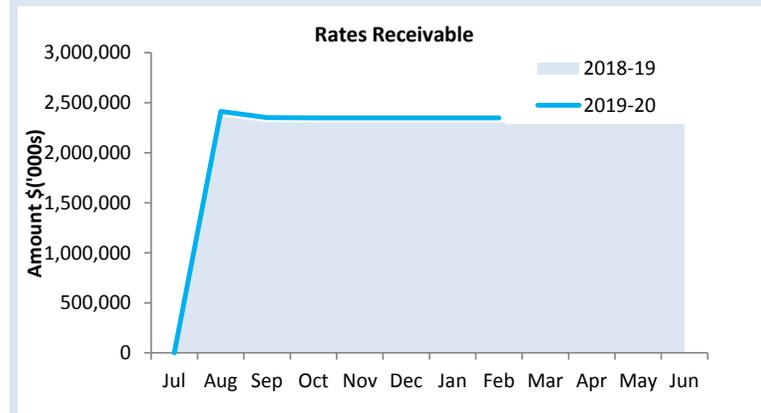
Receivables - General	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$
Receivables - General	145,042	3,960	8,725	75,703	233,430
Percentage	62%	2%	4%	32%	
<b>Balance per Trial Balance</b>					
Sundry debtors					233,430
Loans receivable - clubs/institutions					9,450
Doubtful Debtors					(2,240)
<b>Total Receivables General Outstanding</b>					<b>240,640</b>
<b>Amounts shown above include GST (where applicable)</b>					

**KEY INFORMATION**

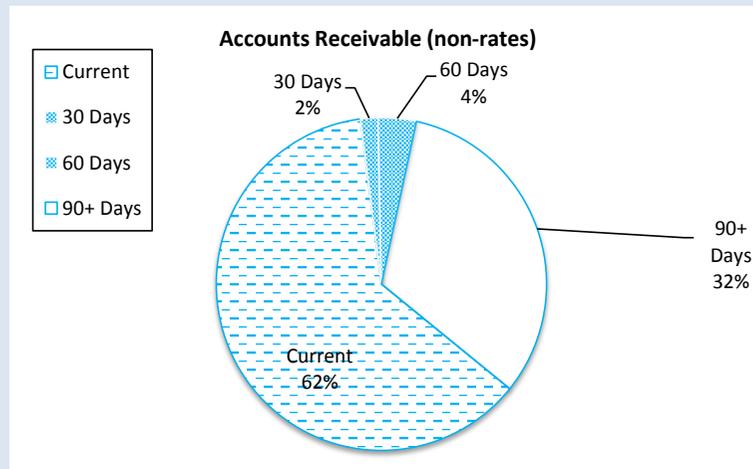
Trade and other receivables include amounts due from ratepayers for unpaid rates and service charges and other amounts due from third parties for goods sold and services performed in the ordinary course of business.

**SIGNIFICANT ACCOUNTING POLICIES**

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



Collected	Rates Due
<b>94%</b>	<b>\$201,092</b>



<b>Debtors Due</b>
<b>\$240,640</b>
<b>Over 30 Days</b>
<b>38%</b>
<b>Over 90 Days</b>
<b>32%</b>

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**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 29 FEBRUARY 2020**

**OPERATING ACTIVITIES  
NOTE 5  
RATE REVENUE**

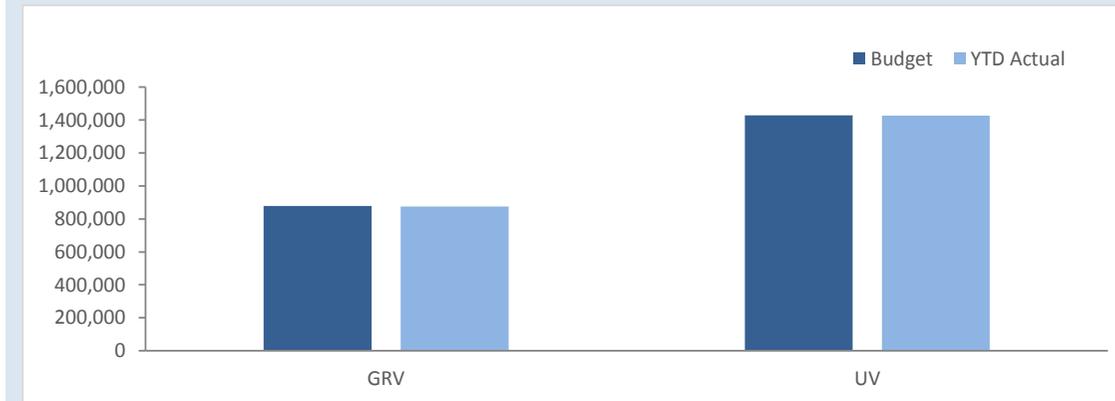
**General Rate Revenue**

RATE TYPE	Budget							YTD Actual			
	Rate in	Number of Properties	Rateable Value	Rate Revenue	Interim Rate	Back Rate	Total Revenue	Rate Revenue	Interim Rates	Back Rates	Total Revenue
	\$			\$	\$	\$	\$	\$	\$	\$	\$
<b>Differential General Rate</b>											
GRV	0.110160	744	7,953,721	876,206	2,000	1,000	879,206	876,206	-1,053	142	875,295
UV	0.007240	321	197,041,500	1,426,383	2,000	0	1,428,383	1,426,384	-376	0	1,426,007
	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
<b>Sub-Totals</b>		<b>1,276</b>	<b>208,545,287</b>	<b>2,424,969</b>	<b>4,000</b>	<b>1,000</b>	<b>2,429,969</b>	<b>2,424,969</b>	<b>-1,429</b>	<b>142</b>	<b>2,423,682</b>
Discount							(86,105)				(86,849)
<b>Amount from General Rates</b>							<b>2,343,864</b>				<b>2,336,833</b>
Ex-Gratia Rates							12,394				12,393
<b>Total General Rates</b>							<b>2,356,258</b>				<b>2,349,227</b>

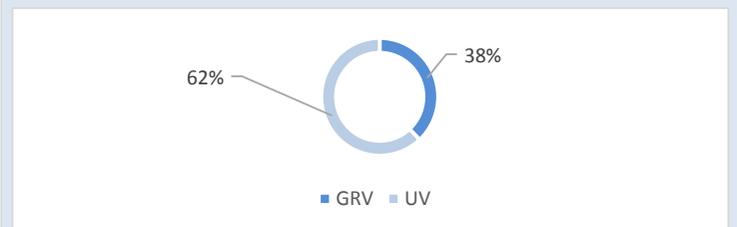
**SIGNIFICANT ACCOUNTING POLICIES**

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

**KEY INFORMATION**



General Rates		
Budget	YTD Actual	%
<b>\$2.34 M</b>	<b>\$2.34 M</b>	<b>100%</b>



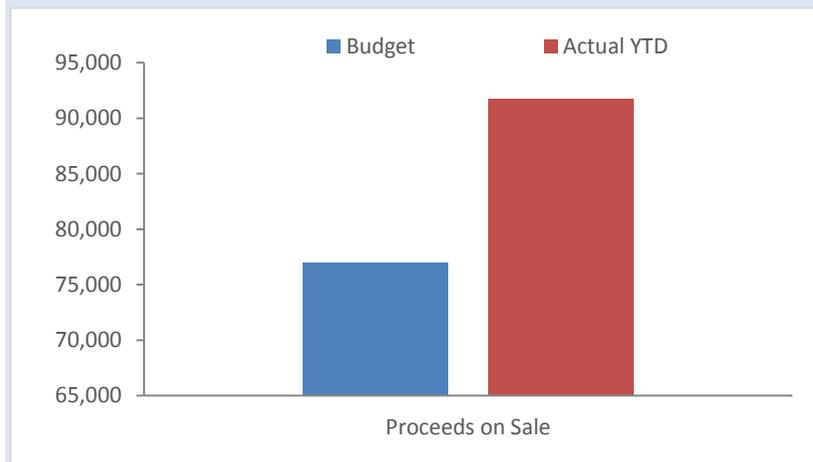
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**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 29 FEBRUARY 2020**

**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		30,589	32,233	1,644	
P80Y18	HACC Co-ordinator Vehicle	24,800	20,000		(4,800)	21,343	20,000		(1,343)
P14	Isuzu 13t Truck	27,000	29,000	2,000		47,479	35,455		(12,025)
	Toro Ride on Mower						2,273	2,273	
	ATV Cattleman Motorbike						1,373	1,373	
	Post Hole Digger						455	455	
		<b>76,800</b>	<b>77,000</b>	<b>5,000</b>	<b>(4,800)</b>	<b>99,412</b>	<b>91,787</b>	<b>5,744</b>	<b>(13,368)</b>

**KEY INFORMATION**



Proceeds on Sale		
Budget	YTD Actual	%
<b>\$77,000</b>	<b>\$91,787</b>	<b>119%</b>

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**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 29 FEBRUARY 2020**

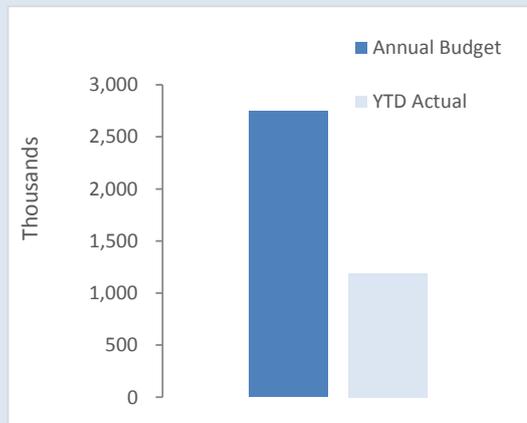
**INVESTING ACTIVITIES  
NOTE 7  
CAPITAL ACQUISITIONS**

Capital Acquisitions	Annual Budget	YTD Budget	YTD Actual Total	YTD Budget Variance
	\$	\$	\$	\$
Land	(40,000)	(40,000)	(40,499)	(499)
Buildings	(25,000)	(25,000)	(6,814)	18,186
Plant & Equipment	(344,000)	(344,000)	(325,575)	18,425
Furniture & Equipment	(126,700)	(98,500)	(33,375)	65,125
Infrastructure - Roads	(1,746,917)	(1,250,000)	(626,340)	623,660
Footpaths	(131,000)	(60,000)	(43,662)	16,338
Infrastructure - Other	(330,000)	(185,000)	(112,135)	72,865
<b>Capital Expenditure Totals</b>	<b>(2,743,617)</b>	<b>(2,002,500)</b>	<b>(1,188,401)</b>	<b>814,099</b>
<b>Capital Acquisitions Funded By:</b>				
	\$	\$	\$	\$
Capital grants and contributions	1,143,257	469,069	450,078	(18,991)
Other (Disposals & C/Fwd)	77,000	77,000	91,787	14,787
Cash Backed Reserves				
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	1,456,431	646,535	(809,896)
<b>Capital Funding Total</b>	<b>2,743,617</b>	<b>2,002,500</b>	<b>1,188,401</b>	<b>(814,099)</b>

**SIGNIFICANT ACCOUNTING POLICIES**

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

**KEY INFORMATION**



Acquisitions	Annual Budget	YTD Actual	% Spent
	<b>\$2.74 M</b>	<b>\$1.19 M</b>	<b>43%</b>
Capital Grant	Annual Budget	YTD Actual	% Received
	<b>\$1.14 M</b>	<b>\$.45 M</b>	<b>39%</b>

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 29 FEBRUARY 2020**

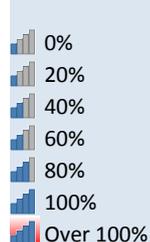
**INVESTING ACTIVITIES  
NOTE 7  
CAPITAL ACQUISITIONS (CONTINUED)**

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

	Account Number	Annual Budget	YTD Budget	YTD Actual	YTD Variance	
<b>Capital Expenditure</b>						
<b>Land</b>						
	Town Centre Development	E167784	(40,000)	(40,000)	(40,499)	(499)
			(40,000)	(40,000)	(40,499)	(499)
<b>Buildings</b>						
	Caravan Park Camp Kitchen	E167130	(15,000)	(15,000)	(6,814)	8,186
	Solar Panels - Various Buildings	E167430	(10,000)	(10,000)	0	10,000
			(25,000)	(25,000)	(6,814)	18,186
<b>Plant &amp; Equipment</b>						
	CEO Vehicle (PO1)	E167700	(48,000)	(48,000)	(41,596)	6,404
	HACC Co-ordinator Vehicle	E167745	(30,000)	(30,000)	(31,613)	(1,613)
	2013 Toro Ride on Mower (P43)	E167769	(28,000)	(28,000)	(24,979)	3,021
	2010 Toyota Gardener Utility (P25)	PE1904	(24,000)	(24,000)	(24,803)	(803)
	Isuzu Truck 13t (P40)	PE1905	(185,000)	(185,000)	(180,258)	4,742
	Stump Grinder for Bobcat	PE1906	(9,000)	(9,000)	0	9,000
	All Terrain Utility / Gator	PE1907	(20,000)	(20,000)	(22,325)	(2,325)
			(344,000)	(344,000)	(325,575)	18,425
<b>Furniture &amp; Equipment</b>						
	Electronic Advertising Sign	E167278	(56,500)	(56,500)	0	56,500
	Rec Centre - Furniture Upgrades	E167284	(8,000)	(8,000)	(5,644)	2,356
	Wetlands Park - Playground Equipment	FE1902	(38,200)	(10,000)	(4,765)	5,235
	Water Standpipe Controller	FE1903	(18,000)	(18,000)	(20,521)	(2,521)
	Pallet Racking - Depot	E167458	(6,000)	(6,000)	(2,446)	3,554
			(126,700)	(98,500)	(33,375)	65,125
<b>Infrastructure - Roads</b>						
	Capital Works Program	E167103	(1,746,917)	(1,250,000)	(610,728)	639,272
	WANDRRA Capital Works	E147125	0	0	(15,613)	(15,613)
			(1,746,917)	(1,250,000)	(626,340)	623,660
<b>Footpaths</b>						
	Footpath Program	E167124	(131,000)	(60,000)	(43,662)	16,338
			(131,000)	(60,000)	(43,662)	16,338
<b>Infrastructure - Other</b>						
	Cemetery Upgrade	E167191	(50,000)	(50,000)	(44,870)	5,130
	Learn to Swim Pool Heating	E167757	(40,000)	(40,000)	(39,409)	591
	Town Centre Redevelopment - Library Parking Area	E167785	(130,000)	0	0	0
	Airport Development	IO1901	(40,000)	(30,000)	(2,444)	27,556
	Wetlands Park Pond Works	E167758	(10,000)	(10,000)	(75)	9,925
	Townscape	E167136	(60,000)	(55,000)	(25,336)	29,664
			(330,000)	(185,000)	(112,135)	72,865
<b>Capital Expenditure Total</b>			(2,743,617)	(2,002,500)	(1,188,401)	814,099

**KEY INFORMATION**

**Level of Completion Indicators**



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

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 29 FEBRUARY 2020**

**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
	\$	\$	\$	\$	\$	\$	\$	\$	\$
<b>Recreation and Culture</b>									
Loan 131 - Recreation Centre Development	59,244	0	0	4,579	9,305	54,665	49,939	1,893	3,639
Loan 139 - Swimming Pool Redevelopment	227,284	0	0	9,436	12,662	217,848	214,622	8,591	11,374
<b>Other Property and Services</b>									
Loan 137 - Staff Housing	168,538	0	0	8,650	13,106	159,888	155,432	6,613	9,788
Loan 138 - Doctor Housing	87,159	0	0	5,055	10,268	82,104	76,891	2,732	5,306
	542,225	0	0	27,720	45,341	514,505	496,884	19,830	30,107
<b>Self supporting loans</b>									
<b>Recreation and Culture</b>									
Loan 141 - Wagin Ag Society (SSL)	155,507	0	0	9,308	18,758	146,199	136,749	2,364	4,586
	155,507	0	0	9,308	18,758	146,199	136,749	2,364	4,586
<b>Total</b>	697,732	0	0	37,028	64,099	660,704	633,633	22,194	34,693

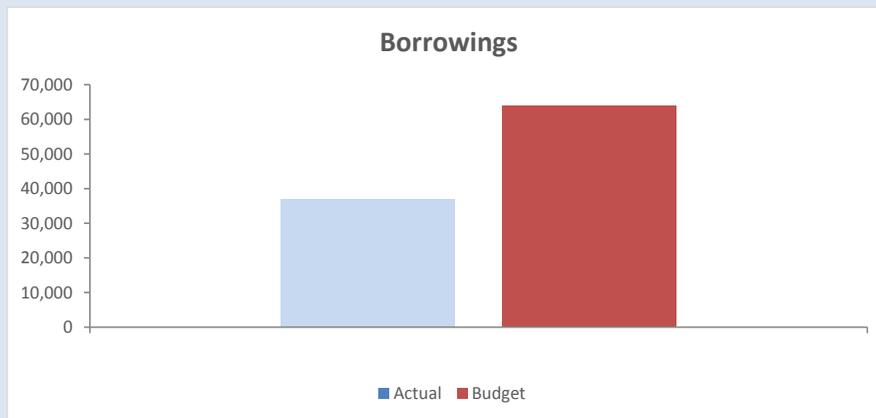
All debenture repayments were financed by general purpose revenue.

**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.



<b>Principal Repayments</b>	<b>\$37,028</b>
<b>Interest Earned</b>	<b>\$28,363</b>
<b>Interest Expense</b>	<b>\$22,194</b>
<b>Reserves Bal</b>	<b>\$1.39 M</b>
<b>Loans Due</b>	<b>\$.66 M</b>

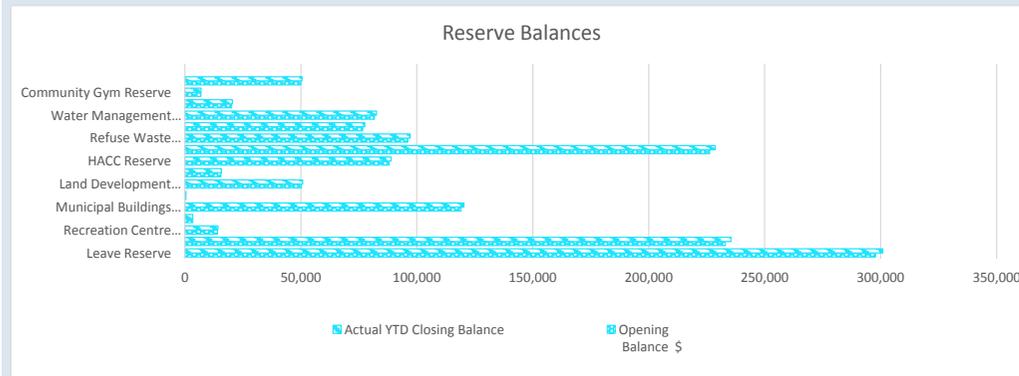
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 29 FEBRUARY 2020

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	3,061	0	0	(30,000)	0	275,301	300,917
Plant Replacement Reserve	233,074	5,827	2,396	40,000	0	0	0	278,901	235,469
Recreation Centre Equipment Reserve	14,078	352	145	1,800	0	(4,500)	0	11,730	14,222
Aerodrome Maintenance & Development Reserve	3,387	85	35	5,200	0	0	0	8,672	3,421
Municipal Buildings Reserve	119,105	2,978	1,224	0	0	(70,000)	0	52,083	120,329
Admin Centre Furniture, Equipment & IT Reserve	506	13	5	5,000	0	0	0	5,519	512
Land Development Reserve	50,296	1,257	517	0	0	(40,000)	0	11,553	50,813
Community Bus Reserve	15,592	390	160	2,000	0	0	0	17,982	15,753
HACC Reserve	88,031	2,201	905	0	0	(10,000)	0	80,232	88,936
Recreation Development Reserve	226,283	5,657	2,326	60,000	0	(50,000)	0	241,940	228,608
Refuse Waste Management Reserve	96,144	2,404	988	39,800	0	0	0	138,348	97,132
Refuse Site Rehabilitation Reserve	76,750	1,919	789	0	0	0	0	78,669	77,539
Water Management Reserve	81,772	2,044	840	0	0	(5,000)	0	78,816	82,613
Electronic Sign Reserve	20,249	251	208	0	0	(20,500)	0	0	20,457
Community Gym Reserve	6,914	173	71	5,500	0	0	0	12,587	6,985
Sportsground Precinct Redevelopment Reserve	50,000	1,250	514	30,000	0	0	0	81,250	50,514
Emergency/Bushfire Control Reserve	0	0	0	21,000	0	0	0	21,000	0
	<b>1,380,040</b>	<b>34,247</b>	<b>14,184</b>	<b>210,300</b>	<b>0</b>	<b>(230,000)</b>	<b>0</b>	<b>1,394,587</b>	<b>1,394,222</b>

KEY INFORMATION



*PBB*

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 29 FEBRUARY 2020**

**NOTE 10  
GRANTS AND CONTRIBUTIONS**

**Grants and Contributions**

	<b>Annual Budget</b>	<b>YTD Budget</b>	<b>YTD Actual</b>	<b>YTD Variance</b>
<b>Operating grants, subsidies and contributions</b>				
<b>General Purpose Funding</b>				
Grants Commission - General	455,916	341,937	332,989	(8,948)
Grants Commission - Roads	219,016	164,262	171,788	7,526
<b>Law, Order and Public Safety</b>				
DFES Grant - Operating Bush Fire Brigade	56,550	28,276	28,762	486
DFES Grant - MAF Funding	21,000	21,000	32,600	11,600
DFES Grant - Operating SES	27,860	13,930	14,230	300
<b>Education and Welfare</b>				
HACC Recurrent Grant	289,545	144,772	238,679	93,907
<b>Recreation and Culture</b>				
Volunteering WA	950	950	941	(9)
Thank A Volunteer Grant	950	950	1,000	50
Lotterywest - Wagin Street Carnival	8,755	8,755	8,060	(695)
<b>Transport</b>				
Direct Road Grants	118,788	118,788	118,788	0
Reimbursements	126,021	79,410	138,806	59,396
Contributions / Donations Received	7,735	1,500	1,505	5
<b>Operating grants, subsidies and contributions Total</b>	<b>1,333,086</b>	<b>924,530</b>	<b>1,088,148</b>	<b>163,618</b>
<b>Non-operating grants, subsidies and contributions</b>				
<b>Community Amenities</b>				
Contributions to Cemetery Upgrade	8,000	8,000	0	(8,000)
<b>Recreation and Culture</b>				
Wetlands Park Playground Upgrade Contribution	28,200	0	0	0
Electronic Sign Contributions	35,000	35,000	50,000	15,000
CSRFF Grant - Swim Pool Stage 2	20,000	0	10,600	10,600
<b>Transport</b>				
Road Project Grants	307,605	246,084	123,042	(123,042)
Main Roads Bridge Grant	422,322	0	150,000	150,000
Roads To Recovery Grant	312,145	170,000	116,436	(53,564)
Regional Airports Development Scheme (RADs)	9,985	9,985	0	(9,985)
WANDRRA Storm Damage	0	0	0	0
<b>Non-operating grants, subsidies and contributions Total</b>	<b>1,143,257</b>	<b>469,069</b>	<b>450,078</b>	<b>(18,991)</b>
<b>Grand Total</b>	<b>2,476,343</b>	<b>1,393,599</b>	<b>1,538,226</b>	<b>144,627</b>

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 29 FEBRUARY 2020**

**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 29 Feb 2020
	\$	\$	\$	\$
Deposits - Town Hall	1,100	200	(400)	900
Deposits - Community Bus	1,200	1,950	(2,250)	900
Deposits - Rec Ctr & EFP	2,362	2,893	(2,100)	3,155
Deposits - Animal Trap	0	100	(100)	0
BCITF	0	866	(866)	0
Deposit - Community Gym Key	3,000	1,140	(1,110)	3,030
Building Services Levy	0	1,617	(1,494)	123
Nomination Deposits	160	640	(640)	160
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	(10,427)	0
Bank Charges	0	0	0	0
Banking Errors	0	0	0	0
Deposit - Refuse Site Key	20	0	0	20
In Lieu of Public Open Space	8,200	0	0	8,200
Staff Christmas Fund	4,060	3,360	(7,420)	0
Trust Accounts Receivable	-62	0	(107)	(169)
Cemetery Shelter Contributions	8,000	0	0	8,000
	<b>46,879</b>	<b>12,766</b>	<b>(26,914)</b>	<b>32,731</b>

**SHIRE OF WAGIN**  
**STATEMENT OF OPERATING INCOME AND EXPENDITURE**  
**FOR THE PERIOD ENDED 29 FEBRUARY 2020**

COA	Description	Type	Annual Budget	YTD Budget	YTD Actual
<b>General Purpose Funding</b>					
<b>Rate Revenue</b>					
I031005	GRV	Inc	876,206	876,206	<b>876,206</b>
I031010	GRV Minimums	Inc	85,840	85,840	<b>85,840</b>
I031015	UV	Inc	1,426,384	1,426,384	<b>1,426,384</b>
I031020	UV Minimums	Inc	36,540	36,540	<b>36,540</b>
I031025	GRV Interim Rates	Inc	2,000	1,332	<b>(1,053)</b>
I031030	UV Interim Rates	Inc	2,000	1,600	<b>(376)</b>
I031035	Back Rates	Inc	1,000	500	<b>142</b>
I031040	Ex-Gratia Rates (CBH)	Inc	12,394	12,394	<b>12,393</b>
I031045	Discount Allowed	Inc	(86,105)	(86,105)	<b>(86,849)</b>
I031050	Instalment Admin Charge	Inc	8,000	6,000	<b>8,182</b>
I031055	Account Enquiry Fee	Inc	2,000	1,336	<b>1,485</b>
I031060	(Rate Write Offs)	Inc	(5,000)	(2,500)	<b>(160)</b>
I031065	Penalty Interest	Inc	12,000	6,000	<b>8,073</b>
I031070	Emergency Services Levy	Inc	113,467	113,467	<b>113,215</b>
I031075	ESL Penalty Interest	Inc	600	400	<b>410</b>
I031090	Rate Legal Charges	Inc	10,000	6,664	<b>9,769</b>
			<b>2,497,326</b>	<b>2,486,058</b>	<b>2,490,201</b>
E031005	Valuation Expenses	Exp	(10,000)	(2,000)	<b>(1,380)</b>
E031010	Legal Costs/Expenses	Exp	(1,000)	(500)	<b>(959)</b>
E031015	Title Searches	Exp	(600)	(400)	<b>(418)</b>
E031020	Rate Recovery Expenses	Exp	(10,000)	(8,100)	<b>(8,444)</b>
E031025	Printing Stationery Postage	Exp	(2,000)	(1,800)	<b>(1,710)</b>
E031030	Emergency Services Levy	Exp	(113,467)	(102,000)	<b>(67,998)</b>
E031040	Rate Refunds	Exp	(1,000)	(500)	<b>0</b>
E031041	Rates & Rubbish Waivers/Concessions	Exp	(2,923)	(2,923)	<b>(2,810)</b>
E031100	Administration Allocated	Exp	(90,583)	(60,392)	<b>(60,392)</b>
			<b>(231,573)</b>	<b>(178,615)</b>	<b>(144,111)</b>
<b>Other General Purpose Funding</b>					
I032005	Grants Commission General	Inc	455,916	341,937	<b>332,989</b>
I032010	Grants Commission Roads	Inc	219,016	164,262	<b>171,788</b>
I032020	Administration Rental	Inc	36,000	24,000	<b>24,000</b>
I032025	Photocopies, Publications, PA & Projector Hire	Inc	1,000	664	<b>133</b>
I032030	Reimbursements	Inc	100	50	<b>0</b>
I032035	SS Loans Interest & GFee Reimb.	Inc	5,786	2,986	<b>2,907</b>
I032040	Bank Interest	Inc	12,000	8,000	<b>6,106</b>
I032045	Reserves Interest	Inc	34,247	17,124	<b>14,184</b>
I032055	Commissions & Recoups	Inc	500	300	<b>0</b>
			<b>764,565</b>	<b>559,323</b>	<b>552,107</b>
E032005	Bank Fees and Charges	Exp	(11,000)	(7,336)	<b>(8,039)</b>
E032015	Interest on Loans	Exp	(34,694)	(22,194)	<b>(22,193)</b>
E032030	Audit Fees & Other Services	Exp	(22,000)	(12,000)	<b>(23,691)</b>
E032035	Administration Allocated	Exp	(88,383)	(58,920)	<b>(58,920)</b>
			<b>(156,077)</b>	<b>(100,450)</b>	<b>(112,843)</b>
<b>Total General Purpose Income</b>			<b>3,261,891</b>	<b>3,045,381</b>	<b>3,042,308</b>
<b>Total General Purpose Expenditure</b>			<b>(387,650)</b>	<b>(279,065)</b>	<b>(256,954)</b>
<b>Governance</b>					

COA	Description	Type	Annual Budget	YTD Budget	YTD Actual
<b>Members of Council</b>					
I041020	Other Income Relating to Members	Inc	1,000	500	0
			1,000	500	0
E041005	Sitting Fees	Exp	(18,000)	(9,000)	(13,500)
E041010	Training	Exp	(8,000)	(7,000)	(318)
E041015	Members Travelling	Exp	(1,000)	(500)	(445)
E041025	Election Expenses	Exp	(3,000)	(3,000)	(1,624)
E041030	Other Expenses	Exp	(5,000)	(3,250)	(2,287)
E041035	Conference Expenses	Exp	(12,000)	(10,500)	(8,113)
E041040	Presidents Allowance	Exp	(12,000)	(6,000)	(6,000)
E041045	Deputy Presidents Allowance	Exp	(3,000)	(1,500)	(1,500)
E041055	Refreshments and Receptions	Exp	(14,000)	(10,000)	(7,556)
E041060	Presentations	Exp	(2,500)	(2,360)	(2,498)
E041065	Insurance	Exp	(9,630)	(9,630)	(9,630)
E041070	Public Relations	Exp	(3,000)	(2,700)	(254)
E041075	Subscriptions	Exp	(25,200)	(25,200)	(28,029)
E041100	Administration Allocated	Exp	(108,766)	(72,512)	(72,512)
			(225,096)	(163,152)	(154,266)
<b>Other Governance</b>					
I042030	Profit on Sale of Asset	Inc	3,000	3,000	1,644
I042045	Admin Reimbursements	Inc	5,000	2,500	3,071
I042050	Paid Parental Leave Reimbursement	Inc	0	0	13,331
			8,000	5,500	18,046
E042005	Administration Salaries	Exp	(660,255)	(440,168)	(429,157)
E042008	Admin Leave/Wages Liability	Exp	0	0	0
E042010	Administration Superannuation	Exp	(68,951)	(45,968)	(47,546)
E042011	Loyalty Allowance	Exp	(8,580)	(5,720)	(4,420)
E042012	Housing Allowance Admin	Exp	(10,340)	(8,740)	(8,202)
E042015	Insurance	Exp	(23,073)	(23,073)	(23,073)
E042020	Staff Training	Exp	(14,000)	(9,336)	(3,387)
E042025	Removal Expenses	Exp	(8,000)	(8,000)	0
E042030	Printing & Stationery	Exp	(26,000)	(17,336)	(20,385)
E042035	Phone, Fax & Modem	Exp	(10,000)	(6,664)	(3,589)
E042040	Office Maintenance	Exp	(54,500)	(36,336)	(40,525)
E042045	Advertising	Exp	(8,000)	(5,336)	(5,053)
E042050	Office Equipment Maintenance	Exp	(3,000)	(2,000)	(970)
E042055	Postage & Freight	Exp	(4,000)	(2,664)	(2,473)
E042060	Vehicle Running Expenses	Exp	(7,500)	(5,682)	(8,838)
E042065	Legal Expenses	Exp	(3,000)	(1,500)	(2,116)
E042070	Garden Expenses	Exp	(10,000)	(6,664)	(10,218)
E042075	Conference & Training	Exp	(11,000)	(7,600)	(7,306)
E042080	Computer Support	Exp	(87,500)	(80,000)	(80,965)
E042085	Other Expenses	Exp	(1,500)	(1,000)	(900)
E042090	Administration Allocated	Exp	(198,000)	(132,000)	(132,000)
E042095	Fringe Benefits Tax	Exp	(10,000)	(5,000)	(9,960)
E042100	Staff Uniforms	Exp	(4,000)	(3,000)	(1,685)
E042120	Depreciation - Other Governance	Exp	(66,830)	(44,552)	(35,380)
E042125	Less Administration Allocated	Exp	1,109,529	739,704	739,704
E042155	Lease of Photocopier	Exp	(2,500)	(1,664)	(1,616)
E042160	CEO Recruitment	Exp	(8,000)	(8,000)	(8,684)
			(199,000)	(168,299)	(148,744)
<b>Total Governance Income</b>			9,000	6,000	18,046
<b>Total Governance Expenditure</b>			(424,096)	(331,451)	(303,006)

**Law, Order & Public Safety****Fire Prevention**

COA	Description	Type	Annual Budget	YTD Budget	YTD Actual
I051010	BFB Operating Grant	Inc	56,550	28,276	28,762
I051015	Sale of Fire Maps	Inc	300	200	91
I051025	Reimbursements	Inc	3,000	1,500	200
I051030	Bush Fire Infringements	Inc	1,500	1,500	1,403
I051035	ESL Admin Fee	Inc	4,000	4,000	4,000
I051070	Other Bushfire Grants Income	Inc	21,000	21,000	32,600
I051075	SES Operating Grant	Inc	27,860	13,930	14,230
			114,210	70,406	81,286
E051005	BFB Operation Expenditure	Exp	(56,550)	(51,550)	(42,961)
E051010	Communication Mtce	Exp	(3,000)	(2,164)	(1,947)
E051015	Advertising & Other Expenses	Exp	(2,000)	(2,000)	(2,281)
E051020	Fire Fighting/Emergency Services Expenses	Exp	(2,000)	(2,000)	(4,392)
E051025	Town Block Burn Off	Exp	(5,000)	(5,000)	(9,890)
E051040	Other Bushfire Grants Expenditure	Exp	0	0	(200)
E051060	SES Operation Expenditure	Exp	(27,860)	(19,776)	(14,305)
E051100	Administration Allocated	Exp	(56,011)	(37,344)	(37,344)
E051190	Depreciation - Fire Prevention	Exp	(24,590)	(16,392)	(10,757)
			(177,011)	(136,226)	(124,077)
	<b>Animal Control</b>				
I052005	Dog Fines and Fees	Inc	6,000	4,000	2,369
I052006	Cat Fines and Fees	Inc	300	200	258
I052010	Hire of Animal Traps	Inc	50	25	73
I052015	Dog Registration	Inc	7,500	6,500	4,302
I052016	Cat Registration	Inc	600	400	132
I052020	Reimbursements	Inc	500	250	0
			14,950	11,375	7,134
E052005	Ranger Salary	Exp	(12,000)	(8,000)	(8,178)
E052007	Ranger Telephone	Exp	(1,000)	(664)	(654)
E052010	Pound Maintenance	Exp	(2,450)	(2,016)	(1,599)
E052015	Dog Control Insurance	Exp	(240)	(240)	(239)
E052020	Legal Fees	Exp	(500)	(250)	0
E052025	Training & Conference	Exp	(2,000)	(2,000)	0
E052030	Ranger Services Other	Exp	(28,000)	(18,814)	(15,542)
E052035	Administration Allocated	Exp	(24,606)	(16,408)	(16,408)
E052190	Depreciation - Animal Control	Exp	(1,650)	(1,104)	(668)
			(72,446)	(49,496)	(43,288)
	<b>Other Law, Order &amp; Public Safety</b>				
I053005	Abandoned Vehicles/Fines	Inc	50	50	0
I053040	Safer Wagin Income	Inc	10,394	10,394	10,167
I053055	Reimbursements	Inc	0	0	16
I053075	Covert Cameras for CCTV System	Inc	0	0	14,211
			10,444	10,444	24,394
E053005	Abandoned Vehicles	Exp	(500)	(500)	0
E053010	Emergency Services	Exp	0	0	0
E053040	Safer Wagin Expenditure	Exp	(500)	(500)	(368)
E053045	CCTV & Security	Exp	(12,000)	(10,500)	(3,518)
E053055	Mosquito Control	Exp	(10,000)	(10,000)	(5,192)
			(23,000)	(21,500)	(9,078)
	<b>Total Law, Order &amp; Public Safety Income</b>		139,604	92,225	112,813
	<b>Total Law, Order &amp; Public Safety Expenditure</b>		(272,457)	(207,222)	(176,444)
	<b>Health</b>				
	<b>Maternal &amp; Infant Health</b>				
E071005	Medical Centre Mtce - Infant Health Centre	Exp	(11,150)	(7,424)	(4,739)

COA	Description	Type	Annual Budget	YTD Budget	YTD Actual
			(11,150)	(7,424)	(4,739)
	<b>Preventative Services - Admin &amp; Inspections</b>				
I074005	Food Licences & Fees	Inc	800	536	234
I074015	Contrib. Regional Health Scheme	Inc	46,000	30,664	34,837
			46,800	31,200	35,071
E074005	EHO Salary	Exp	(97,000)	(64,664)	(59,756)
E074008	EHO Leave/Wages Liability	Exp	0	0	0
E074010	EHO Superannuation	Exp	(9,650)	(6,432)	(6,316)
E074015	Other Control Expenses	Exp	(8,000)	(5,828)	(15,365)
E074020	EHO/Building Surveyor Vehicle Expenses	Exp	(5,000)	(3,304)	(3,338)
E074030	Conferences & Training	Exp	(3,000)	(2,200)	(3,493)
E074035	Loss on Sale of Asset	Exp	0	0	0
E074100	Administration Allocated	Exp	(25,001)	(16,664)	(16,664)
E074190	Depreciation - Prevent Services	Exp	(5,930)	(3,952)	(5,254)
			(153,581)	(103,044)	(110,186)
	<b>Other Health</b>				
I076010	Rent - Medical Centre-Dentist	Inc	3,856	2,568	2,567
I076015	Reimbursements - IPN Medical	Inc	1,198	0	0
I076020	Meeting Room Fees	Inc	3,500	2,336	2,899
I076040	Reimbursements - Dr Norris	Inc	700	0	0
			9,254	4,904	5,466
E076020	Medical Centre Mtce - Dr & Dentist Surgery	Exp	(14,585)	(9,720)	(7,438)
E076025	Depreciation - Other Health	Exp	(20,720)	(13,816)	(14,520)
E076030	Doctors Vehicle Mtce	Exp	(2,800)	(2,100)	(1,411)
E076040	IPN Medical Services	Exp	(47,365)	(23,682)	0
			(85,470)	(49,318)	(23,369)
	<b>Health - Preventative Services</b>				
E077010	Analytical Expenses	Exp	(460)	(460)	(463)
			(460)	(460)	(463)
	<b>Total Health Income</b>		56,054	36,104	40,537
	<b>Total Health Expenditure</b>		(250,661)	(160,246)	(138,757)
	<b>Education &amp; Welfare</b>				
	<b>Pre Schools</b>				
I083035	Day Care Lease	Exp	7,559	5,040	5,658
I083036	Day Care Reimbursements	Exp	3,500	2,333	887
			11,059	7,373	6,545
E080010	Kindegarten Maintenance (Daycare)	Exp	(14,900)	(9,936)	(6,784)
E080190	Depreciation - Pre-Schools	Exp	(5,420)	(3,616)	(2,733)
			(20,320)	(13,552)	(9,517)
	<b>Other Education</b>				
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)
	<b>HACC Program</b>				
I082010	HACC Recurrent Grant	Inc	289,545	144,772	238,679
I082015	Meals on Wheels	Inc	20,000	13,336	2,664
I082020	HACC Fee for Service	Inc	35,000	23,336	31,954
I082030	Reimbursements	Inc	500	250	18
			345,045	181,694	273,315

COA	Description	Type	Annual Budget	YTD Budget	YTD Actual
E082010	Co-ordinator Salary	Exp	(65,000)	(43,336)	<b>(38,905)</b>
E082013	HACC Leave/Wages Liability	Exp	0	0	<b>0</b>
E082015	Home Mtce Salary	Exp	(19,000)	(12,664)	<b>(17,031)</b>
E082020	Respite Salaries	Exp	(600)	(300)	<b>(205)</b>
E082025	Home Help Salaries	Exp	(130,000)	(86,664)	<b>(110,713)</b>
E082030	Superannuation	Exp	(18,000)	(12,000)	<b>(14,436)</b>
E082035	Other Expenses	Exp	(3,000)	(2,080)	<b>(1,752)</b>
E082040	Travelling - Mileage	Exp	(17,000)	(11,336)	<b>(18,328)</b>
E082045	Staff Training	Exp	(1,500)	(1,500)	<b>(474)</b>
E082050	Staff Training Salaries	Exp	(2,500)	(1,250)	<b>(519)</b>
E082055	Subscriptions	Exp	(4,500)	(4,500)	<b>(3,127)</b>
E082060	Telephone & Postage	Exp	(3,000)	(2,036)	<b>(1,495)</b>
E082065	Advertising & Stationery	Exp	(500)	(332)	<b>(590)</b>
E082070	Insurance	Exp	(6,874)	(6,874)	<b>(4,684)</b>
E082075	Office Accommodation	Exp	(36,000)	(24,000)	<b>(24,000)</b>
E082080	Plant & Equipment Mtce	Exp	(7,000)	(5,336)	<b>(6,385)</b>
E082085	Consumable Supplies	Exp	(4,298)	(2,898)	<b>(5,355)</b>
E082090	Expenditure from Donations	Exp	(4,273)	(2,473)	<b>(1,731)</b>
E082100	Administration Allocated	Exp	(29,466)	(19,648)	<b>(19,648)</b>
E082110	Meals on Wheels Expenditure	Exp	(22,000)	(14,664)	<b>(3,612)</b>
E082120	Loss on Sale of Asset	Exp	(4,800)	(4,800)	<b>(1,343)</b>
E082130	HACC Growth Funding Expenditure	Exp	0	0	<b>0</b>
E082190	Depreciation - HACC	Exp	(25,440)	(16,960)	<b>(12,668)</b>
			<b>(404,751)</b>	<b>(275,651)</b>	<b>(287,001)</b>
	<b>Other Welfare</b>				
I083010	Wagin Frail Aged Reimb	Inc	7,340	7,340	<b>9,190</b>
I083040	Other Welfare Income	Inc	0	0	<b>2,505</b>
			<b>7,340</b>	<b>7,340</b>	<b>11,695</b>
E083010	Wagin Frail Aged Exp	Exp	(7,340)	(7,340)	<b>(11,360)</b>
E083020	Comm. Aged Care Expenses	Exp	(39,394)	(19,498)	<b>0</b>
E083050	Other Welfare Exp	Exp	0	0	<b>(1,915)</b>
			<b>(46,734)</b>	<b>(26,838)</b>	<b>(13,275)</b>
	<b>Total Education &amp; Welfare Income</b>		<b>363,444</b>	<b>196,407</b>	<b>291,555</b>
	<b>Total Education &amp; Welfare Expenditure</b>		<b>(474,205)</b>	<b>(318,441)</b>	<b>(312,193)</b>
	<b>Community Amenities</b>				
	<b>Sanitation - Household Refuse</b>				
I101005	Domestic Collection	Inc	241,800	241,800	<b>242,059</b>
I102020	Refuse Site Fees	Inc	18,000	12,000	<b>13,676</b>
			<b>259,800</b>	<b>253,800</b>	<b>255,735</b>
E101005	Domestic Refuse Collection	Exp	(70,000)	(46,664)	<b>(43,323)</b>
E101010	Recycling Pick-Up	Exp	(66,000)	(44,000)	<b>(42,828)</b>
E101015	Refuse Site Mtce	Exp	(134,000)	(89,336)	<b>(80,627)</b>
E101025	Refuse Site Attendant	Exp	0	0	<b>0</b>
			<b>(270,000)</b>	<b>(180,000)</b>	<b>(166,778)</b>
	<b>Sanitation - Other</b>				
I102002	Commercial Collection Charges	Inc	65,000	65,000	<b>63,511</b>
I102005	Reimbursement Drummuster	Inc	4,000	4,000	<b>0</b>
I102010	Charges Bulk Rubbish	Inc	15,500	10,336	<b>9,935</b>
			<b>84,500</b>	<b>79,336</b>	<b>73,446</b>
E102005	Commercial Collection	Exp	(14,000)	(9,336)	<b>(8,699)</b>
E102010	Bulk Rubbish Collection	Exp	(15,500)	(10,336)	<b>(10,212)</b>
E101020	Chemical Drum Disposal Costs	Exp	(5,000)	(4,500)	<b>(832)</b>
E102190	Depreciation - Sanitation	Exp	(12,310)	(8,208)	<b>(9,118)</b>

COA	Description	Type	Annual Budget	YTD Budget	YTD Actual
			(46,810)	(32,380)	(28,861)
	<b>Sewerage</b>				
I104005	Septic Tank Fees	Inc	500	336	0
			500	336	0
E104005	Sewerage Treatment Plant	Exp	(500)	(420)	(55)
			(500)	(420)	(55)
	<b>Regional Refuse Group</b>				
E102007	Regional Refuse Group Expenses	Exp	0	0	0
			0	0	0
	<b>Town Planning</b>				
I106005	Planning Fees	Inc	3,500	2,336	1,622
			3,500	2,336	1,622
E106005	Town Planning Expenses	Exp	(35,000)	(23,336)	(20,192)
E106100	Administration Allocated	Exp	(31,934)	(21,288)	(21,288)
			(66,934)	(44,624)	(41,480)
	<b>Other Community Amenities</b>				
I107005	Cemetery Fees	Inc	12,000	8,500	7,373
I107010	Community Bus Income	Inc	4,000	2,664	3,121
I107025	Other Community Amenities Contributions	Inc	8,000	8,000	0
			24,000	19,164	10,494
E107005	Cemetery Mtce	Exp	(27,300)	(18,208)	(17,321)
E107010	Public Convenience Mtce	Exp	(65,700)	(43,808)	(39,981)
E107015	Community Bus Operating	Exp	(2,000)	(1,336)	(2,182)
E107100	Administration Allocated	Exp	(64,620)	(43,080)	(43,080)
E107190	Depreciation - Other Comm Amenities	Exp	(39,520)	(26,344)	(18,847)
			(199,140)	(132,776)	(121,411)
	<b>Total Community Amenities Income</b>		372,300	354,972	341,297
	<b>Total Community Amenities Expenditure</b>		(583,384)	(390,200)	(358,586)
	<b>Recreation &amp; Culture</b>				
	<b>Public Halls &amp; Civic Centres</b>				
I111005	Town Hall Hire	Inc	1,200	800	760
I111010	Reimbursements	Inc	100	100	0
I111015	Town Hall Lease -L Piesse	Inc	4,265	2,840	2,839
			5,565	3,740	3,599
E111005	Town Hall Mtce	Exp	(20,700)	(13,808)	(12,428)
E111010	Other Halls Mtce	Exp	(6,200)	(4,136)	(1,268)
E111190	Depreciation - Public Halls	Exp	(55,610)	(37,072)	(37,508)
			(82,510)	(55,016)	(51,204)
	<b>Swimming Pool</b>				
I112010	Swimming Pool Admission	Inc	35,000	34,000	27,095
I112015	Swimming Pool Miscellaneous Income	Inc	105	105	0
I112020	Reimbursements	Inc	600	600	0
I112025	CSRFF Grant - Swim Pool Stage 2	Inc	20,000	0	10,600
			55,705	34,705	37,695
E112005	Pool Staff Salary	Exp	(65,000)	(42,000)	(51,081)
E112008	Pool Leave/Wages Liability	exp	0	0	0
E112010	Superannuation	Exp	(6,000)	(3,650)	(6,074)
E112015	Swimming Pool Maintenance	Exp	(104,500)	(68,672)	(66,317)

COA	Description	Type	Annual Budget	YTD Budget	YTD Actual
E112020	Swimming Pool Other Expenses	Exp	(4,000)	(3,700)	(2,051)
E112190	Depreciation - Swimming Pools	Exp	(185,400)	(123,600)	(122,853)
			(364,900)	(241,622)	(248,376)
	<b>Other Recreation &amp; Sport</b>				
I113005	Sportsground Rental	Inc	7,820	2,500	2,455
I113015	Power Reimbursements	Inc	6,000	1,600	551
I113020	Recreation Centre Hire	Inc	10,000	4,600	2,856
I113025	Reimbursements Other	Inc	500	500	3,171
I113030	Rec Centre Equipment Contributions	Inc	1,800	0	0
I113035	Sporting Club Leases	Inc	50	50	50
I113040	Other Recreation & Sport Contributions	Inc	28,200	0	0
I113055	Eric Farrow Pavillion Hire	Inc	2,000	1,336	2,193
I113065	Community Gym Membership	Inc	11,200	8,900	9,008
			67,570	19,486	20,284
E113005	Sportsground Mtce	Exp	(103,250)	(68,832)	(61,581)
E113010	Sportsground Building Mtce	Exp	(23,100)	(15,408)	(14,886)
E113015	Wetlands Park Mtce	Exp	(59,700)	(39,808)	(48,030)
E113020	Parks & Gardens Mtce	Exp	(56,300)	(37,544)	(34,038)
E113025	Puntapin Rock Mtce	Exp	(2,600)	(1,736)	(681)
E113030	Recreation Centre Mtce	Exp	(49,700)	(33,128)	(34,952)
E113035	Rec Staff Salaries	Exp	(22,000)	(13,800)	(8,856)
E113038	Rec Staff Leave/Wages Liability	Exp	0	0	0
E113040	Superannuation	Exp	(2,200)	(1,464)	(762)
E113045	Other Expenses	Exp	(1,500)	(1,250)	(877)
E113050	Norring Lake Mtce	Exp	(3,100)	(2,188)	(1,656)
E113065	Eric Farrow Pavilion Mtce	Exp	(22,800)	(15,200)	(18,559)
E113070	Rec Centre Sports Equipment	Exp	(2,000)	(1,000)	0
E113095	Community Gym Expenditure	Exp	(5,700)	(4,186)	(4,505)
E113100	Administration Allocated	Exp	(99,515)	(66,344)	(66,344)
E113190	Depreciation - Other Rec & Sport	Exp	(233,950)	(155,968)	(154,955)
			(687,415)	(457,856)	(450,682)
	<b>Library</b>				
I115005	Lost Books	Inc	50	50	0
I115010	Reimbursements	Inc	100	100	0
			150	150	0
E115005	Library Staff Salaries	Exp	(48,000)	(32,000)	(31,582)
E115008	Library Leave/Wages Liability	Exp	0	0	0
E115015	Library Building Mtce	Exp	(7,730)	(5,160)	(6,110)
E115020	Library Other Expenses	Exp	(11,410)	(8,690)	(1,989)
E115190	Depreciation - Libraries	Exp	(1,550)	(1,032)	(932)
			(68,690)	(46,882)	(40,613)
	<b>Other Culture</b>				
I116035	Long Table Experience Income	Inc	0	0	0
I119015	Contribution to Woolorama	Inc	1,000	0	0
I119020	Reimbursements	Inc	35,100	35,100	50,000
I119030	Community Events Income	Inc	3,450	3,450	1,468
I119031	Other Culture Grant Funds	Inc	9,705	9,705	9,060
			49,255	48,255	60,528
E116005	Subsidy Woolorama Committee	Exp	(500)	(500)	(500)
E116010	Woolorama Costs & Maintenance	Exp	(60,450)	(40,296)	(21,554)
E116015	Community Centre Mtce	Exp	(10,100)	(6,736)	(4,277)
E116020	Historical Village	Exp	(2,900)	(1,936)	(1,536)
E116035	Long Table Experience Expenditure	Exp	0	0	0
E116045	Community Development Events	Exp	(26,155)	(23,487)	(23,059)
E116046	Community Development Equipment Maintenance	Exp	(500)	(500)	(181)

COA	Description	Type	Annual Budget	YTD Budget	YTD Actual
E116055	Other Culture Grant Funds Exp	Exp	0	0	0
E116190	Depreciation - Other Culture	Exp	(3,300)	(2,200)	(2,192)
			(103,905)	(75,655)	(53,299)
	<b>Total Recreation &amp; Culture Income</b>		178,245	106,336	122,107
	<b>Total Recreation &amp; Culture Expenditure</b>		(1,307,420)	(877,031)	(844,173)
<b>Transport</b>					
<b>Streets Roads Bridges &amp; Depot Construction</b>					
I121005	Direct Road Grants	Inc	118,788	118,788	118,788
I121010	Road Project Grants	Inc	307,605	246,084	123,042
I121015	Roads to Recovery Grant	Inc	312,145	170,000	116,436
I121020	Reimbursements	Inc	1,000	1,000	23
I121025	Contribution - St Lighting	Inc	3,435	0	0
I121070	Main Roads Bridge Grant	Inc	422,322	0	150,000
I147125	Storm Damage Reimbursements	Inc	0	0	0
			1,165,295	535,872	508,289
<b>Streets Roads Bridges &amp; Depot Maintenance</b>					
I122055	Diesel Fuel Rebate Income	Inc	45,000	30,000	28,957
			45,000	30,000	28,957
E122005	Road Maintenance	Exp	(125,000)	(83,336)	(68,991)
E122006	Maintenance Grading	Exp	(175,000)	(116,672)	(144,686)
E122007	Rural Tree Pruning	Exp	(100,000)	(93,508)	(94,069)
E122008	Rural Spraying	Exp	(15,000)	(13,350)	(11,020)
E122009	Town Site Spraying	Exp	(30,000)	(22,664)	(11,888)
E122010	Depot Mtce	Exp	(23,000)	(15,336)	(13,540)
E122011	Town Reserve & Verg Mtce	Exp	(2,000)	(1,800)	(1,334)
E122012	Bridge & Drainage Mtce	Exp	(22,500)	(17,500)	(11,756)
E122015	Rural Numbering	Exp	(100)	(100)	0
E122020	Footpath Mtce	Exp	(5,000)	(3,450)	0
E122025	Street Cleaning	Exp	(42,000)	(28,000)	(21,299)
E122030	Street Trees	Exp	(55,000)	(47,190)	(70,577)
E122035	Traffic & Street Signs Mtce	Exp	(4,000)	(2,664)	(2,351)
E122045	Townscape	Exp	(20,000)	(14,658)	(5,059)
E122050	Crossovers	Exp	(500)	(500)	0
E122055	RoMan Data Collection	Exp	(6,000)	(3,000)	(6,087)
E122060	Street Lighting	Exp	(68,000)	(45,336)	(42,979)
E122090	Grafitti Removal	Exp	(1,000)	(800)	0
E122100	Administration Allocated	Exp	(49,203)	(32,800)	(32,800)
E122190	Depreciation - Roads	Exp	(1,703,750)	(1,135,832)	(1,217,071)
E147120	Storm Damage - Not Claimable	Exp	0	0	0
			(2,447,053)	(1,678,496)	(1,755,507)
<b>Road Plant Purchases</b>					
I122100	Profit on Sale of Asset	Inc	3,000	3,000	4,100
			3,000	3,000	4,100
E123010	Loss on Sale of Asset	Exp	(1,000)	(1,000)	(12,025)
			(1,000)	(1,000)	(12,025)
<b>Aerodrome</b>					
I126015	Aerodrome Reimbursements	Inc	9,985	9,985	0
I126020	Aerodrome Hangar Lease	Inc	8,310	4,155	5,093
			18,295	14,140	5,093
E126005	Aerodrome Maintenance	Exp	(9,400)	(6,264)	(6,923)
E126190	Depreciation - Aerodromes	Exp	(35,570)	(23,712)	(23,890)
			(44,970)	(29,976)	(30,813)

COA	Description	Type	Annual Budget	YTD Budget	YTD Actual
	<b>Total Transport Income</b>		1,231,590	583,012	<b>546,438</b>
	<b>Total Transport Expenditure</b>		(2,493,023)	(1,709,472)	<b>(1,798,343)</b>
<b>Economic Services</b>					
<b>Rural Services</b>					
I131020	Landcare Reimbursements	Inc	700	464	<b>48,353</b>
			700	464	<b>48,353</b>
E131020	Landcare	Exp	(25,700)	(25,464)	<b>(73,352)</b>
E131030	Rural Towns Program	Exp	(20,000)	(13,452)	<b>(10,491)</b>
E131100	Administration Allocated	Exp	(15,827)	(10,552)	<b>(10,552)</b>
E131140	Water Management Plan / Harvesting	Exp	(5,000)	(3,464)	<b>(5,542)</b>
E131190	Depreciation - Rural Services	Exp	(1,030)	(688)	<b>0</b>
			(67,557)	(53,620)	<b>(99,937)</b>
<b>Tourism &amp; Area Promotion</b>					
I132005	Caravan Park Fees	Inc	80,000	59,000	<b>42,912</b>
I132010	Reimbursements	Inc	1,000	700	<b>209</b>
I132015	RV Area Fees	Inc	8,000	6,300	<b>4,652</b>
I132035	Tourism Income	Inc	0	0	<b>0</b>
			89,000	66,000	<b>47,773</b>
E132015	Caravan Park Manager Salary	Exp	(25,000)	(16,664)	<b>(18,160)</b>
E132020	Caravan Park Mtce	Exp	(52,000)	(34,688)	<b>(30,759)</b>
E132010	Wagin Tourism Committee	Exp	0	0	<b>(118)</b>
E132025	Subsidy Historic Village	Exp	(8,460)	(8,460)	<b>(8,460)</b>
E132035	RV Area Maintenance	Exp	(5,000)	(3,386)	<b>(4,751)</b>
E132040	Tourism Promotion & Subscripts	Exp	(15,000)	(7,700)	<b>(7,998)</b>
E132050	Administration Allocated	Exp	(60,177)	(40,120)	<b>(40,120)</b>
E132190	Depreciation - Tourism	Exp	(10,860)	(7,240)	<b>(6,978)</b>
			(176,497)	(118,258)	<b>(117,344)</b>
<b>Building Control</b>					
I133005	Building Licenses	Inc	5,000	3,336	<b>2,847</b>
			5,000	3,336	<b>2,847</b>
<b>Other Economic Services</b>					
I134005	Water Sales	Inc	20,000	13,336	<b>27,601</b>
			20,000	13,336	<b>27,601</b>
E134005	Water Supply - Standpipes	Exp	(25,000)	(16,664)	<b>(18,617)</b>
E134190	Depreciation - Other Economic Services	Exp	0	0	<b>(332)</b>
			(25,000)	(16,664)	<b>(18,949)</b>
	<b>Total Economic Services Income</b>		114,700	83,136	<b>126,574</b>
	<b>Total Economic Services Expenditure</b>		(269,054)	(188,542)	<b>(236,230)</b>
<b>Other Property &amp; Services</b>					
<b>Private Works</b>					
I141005	Private Works Income	Inc	20,000	13,336	<b>9,044</b>
			20,000	13,336	<b>9,044</b>
E141005	Private Works	Exp	(10,000)	(6,664)	<b>(3,904)</b>
E141100	Administration Allocated	Exp	(5,636)	(3,760)	<b>(3,760)</b>
			(15,636)	(10,424)	<b>(7,664)</b>
<b>Public Works Overheads</b>					
I143020	Reimbursements	Inc	617	217	<b>2,715</b>

COA	Description	Type	Annual Budget	YTD Budget	YTD Actual
			617	217	2,715
E143005	Engineering Salaries	Exp	(92,500)	(61,664)	(61,200)
E143007	Engineering Administration Salaries	Exp	(45,000)	(30,000)	(39,531)
E143008	Works Leave/Wages Liability	Exp	0	0	0
E143009	Housing Allowance Works	Exp	(16,390)	(14,390)	(14,313)
E143015	CEO's Salary Allocation	Exp	(55,309)	(36,872)	(41,676)
E143020	Engineering Superannuation	Exp	(93,551)	(62,368)	(61,945)
E143025	Engineering - Other Expenses	Exp	(5,000)	(4,050)	(2,022)
E143030	Sick Holiday & Allowances Pay	Exp	(180,000)	(137,000)	(93,751)
E143045	Insurance on Works	Exp	(32,298)	(32,298)	(32,298)
E143050	Protective Clothing	Exp	(8,000)	(6,200)	(3,680)
E143055	Fringe Benefits	Exp	(1,000)	0	0
E143060	CEO's Vehicle Allocation	Exp	(1,000)	(664)	(422)
E143065	MOW - Vehicle Expenses	Exp	(7,000)	(4,672)	(3,548)
E143075	Telephone Expenses	Exp	(1,500)	(1,000)	(1,118)
E143080	Staff Licenses	Exp	(500)	(300)	(132)
E143085	Safety Equipment & Meetings	Exp	(4,000)	(3,300)	(874)
E143090	Conferences & Courses	Exp	(1,500)	(1,500)	0
E143095	Staff Training	Exp	(16,000)	(11,336)	(13,109)
E143105	Administration Allocated	Exp	(943)	(632)	(632)
E143200	LESS PWOH ALLOCATED	Exp	561,491	374,336	332,647
			0	(33,910)	(37,604)
	<b>Plant Operation Costs</b>				
I144005	Sale of Scrap	Inc	1,500	800	182
I144010	Reimbursements	Inc	8,000	4,000	2,701
			9,500	4,800	2,883
E144010	Fuel & Oils	Exp	(140,000)	(93,336)	(93,155)
E144020	Tyres & Tubes	Exp	(20,000)	(13,336)	(6,689)
E144030	Parts & Repairs	Exp	(50,000)	(33,336)	(34,306)
E144040	Plant Repair - Wages	Exp	(40,000)	(26,664)	(22,701)
E144050	Insurance and Licences	Exp	(30,000)	(29,750)	(29,032)
E144060	Expendable Tools-Consumables only	Exp	(10,000)	(8,000)	(6,836)
E144075	Minor Plant & Equipment <\$5000	Exp	(8,000)	(6,500)	(6,353)
E144065	MV Insurance Claim Expenses	Exp	(1,000)	(1,000)	0
E144200	LESS POC ALLOCATED-PROJECTS	Exp	299,000	199,344	174,633
			0	(12,578)	(24,439)
	<b>Salaries &amp; Wages</b>				
E146010	Gross Salaries, Allowances & Super	Exp	(2,250,000)	(1,500,000)	(1,556,093)
E146200	Less Sal , Allow, Super Allocated	Exp	2,250,000	1,500,008	1,556,093
			0	8	0
	<b>Unclassified</b>				
I147005	Commission - Vehicle Licensing	Inc	46,000	30,664	27,786
I147035	Banking errors	Inc	0	0	522
I147050	Council Staff Housing Rental	Inc	20,280	13,520	12,358
I147065	Insurance Reimbursement	Inc	5,000	2,500	0
I147070	Council Housing Reimbursements	Inc	3,000	1,400	2,631
I147120	Charge on Private use of Shire Vehicle	Inc	4,680	3,120	3,060
I147121	Reimbursement - Community Requests	Inc	0	0	0
			78,960	51,204	46,357
E147015	Community Requests & Events - CEO Allocation	Exp	(6,000)	(4,350)	(1,657)
E147035	Banking Errors	Exp	0	0	(801)
E147050	Council Housing Maintenance	Exp	(72,350)	(50,284)	(51,324)
E147055	Consultants	Exp	(58,000)	(58,000)	(35,985)
E147070	4WD Resource Sharing Group	Exp	(2,500)	(1,650)	0
E147090	Building Maintenance	Exp	(8,000)	(5,400)	(1,742)

COA	Description	Type	Annual Budget	YTD Budget	YTD Actual
E147100	Administration Allocated	Exp	(160,858)	(107,240)	<b>(107,240)</b>
E147115	Occupational Health & Safety (OHS)	Exp	(4,000)	(3,050)	<b>(90)</b>
E147130	Depreciation - Unclassified	Exp	(31,230)	(20,824)	<b>(20,681)</b>
E147150	Community Requests Budget	Exp	(29,000)	(18,600)	<b>(3,859)</b>
E147151	Community Donations/Sponsorship	Exp	(3,500)	(3,500)	<b>(2,000)</b>
			(375,438)	(272,898)	<b>(225,379)</b>
<b>Total Other Property &amp; Services Income</b>			109,077	69,557	<b>60,999</b>
<b>Total Other Property &amp; Services Expenditure</b>			(391,074)	(329,802)	<b>(295,086)</b>
<b>Total Income</b>			<b>5,835,905</b>	<b>4,573,130</b>	<b>4,702,674</b>
<b>Total Expenditure</b>			<b>(6,853,024)</b>	<b>(4,791,472)</b>	<b>(4,719,772)</b>
<b>Net Deficit (Surplus)</b>			<b>(1,017,119)</b>	<b>(218,342)</b>	<b>(17,098)</b>

**SHIRE OF WAGIN  
STATEMENT OF PAYMENTS  
FOR THE PERIOD ENDED 29 FEBRUARY 2020**

Cheque	Date	Name	Description	Amount
<b>Municipal Account List of Payments</b>				
<b>EFT Payments</b>				
EFT9238	06/02/2020	Australian Services Union	Payroll deductions	(25.90)
EFT9239	06/02/2020	Shire Of Wagin Payroll Creditors	Payroll deductions	(180.00)
EFT9240	06/02/2020	Wagin Woodanilling Landcare Zone	Payroll deductions	(42.00)
EFT9241	13/02/2020	AMPAC Debt Recovery	Commissions and Costs for the month of January 2020	(132.00)
EFT9242	13/02/2020	Afgr Equipment Australia Pty Ltd	Carrier - Chainsaw (P30)	(15.02)
EFT9243	13/02/2020	AI Antz Electrical	Repairs to 50m Pool Chlorinator - Swimming Pool	(412.72)
EFT9244	13/02/2020	Alexander Galt And Co Pty Ltd	Hardware Supplies	(1,068.65)
EFT9245	13/02/2020	Australia Post	Postage - January 2020	(299.15)
EFT9246	13/02/2020	Australian Community Media	1/2 Page And Editorial - The Wagin Woolorama Official Programme 2020. 1/2 Back Page Advertising - Wagin Woolorama Show Schedule 2020	(1,067.00)
EFT9247	13/02/2020	Baileys Fertilisers	1 Tonne Growsorb Wettter & 1 Tonne Brilliance Fertiliser - Sportsground Oval	(4,119.50)
EFT9248	13/02/2020	Beaurepaires	Repair Tyre - Komatsu Grader (P10), Repair & Fit 2x Tubes - Graffiti Trailer (P91), Battery for Generator - Refuse Site	(312.70)
EFT9249	13/02/2020	Bitutek Pty Ltd	Reconstruct and Seal 1,457m2 on Jaloran Road, Reseal 9,185m2 on Bullock Hills Road, Reseal 11,766m2 on Beaufort Road, Reseal 10.264m2 on Norring Road	(140,454.18)
EFT9250	13/02/2020	Boya Equipment Pty Ltd	Diesel Pump - Toyota Hilux (P85)	(249.00)
EFT9251	13/02/2020	Chefmaster Australia	11x Cartons of 240L Bin Liners - Woolorama, 2x Cartons of 100L Bin Liners	(2,560.55)
EFT9252	13/02/2020	Command A Com	Shire Administration Office, Works Depot, Rec Centre & Library - Phone and Fax Service	(251.79)
EFT9253	13/02/2020	EW & RJ Pugh	Pump Out Septic Tank - Wetlands Park	(400.00)
EFT9254	13/02/2020	Ecoscape	Site Investigation for Concept Masterplan - Wetlands Park Playground Equipment	(3,069.00)
EFT9255	13/02/2020	Express Print	Printing Of 250 Business Cards (Bill Atkinson) - Acting CEO	(138.60)
EFT9256	13/02/2020	Fire & Safety WA	PPE for Bushfire Brigades	(1,089.00)
EFT9257	13/02/2020	GGJ Consultants	Renewal of Support Subscription for GGJ Policies and Procedures Manual - Expires 28 January 2021 Wagin Home Care	(660.00)
EFT9258	13/02/2020	Great Southern Waste Disposal	Management of Facility & Refuse Collection - January 2020	(26,509.66)
EFT9259	13/02/2020	Gymcare	Resistance Tubing & Service Gym Equipment - Community Gymnasium	(715.00)
EFT9260	13/02/2020	Hall Electrical & Data Services	Check East Side Air Conditioner - Administration Office, Repairs to Air Conditioner - Doctors Surgery	(396.00)
EFT9261	13/02/2020	IGA X-press	1x Carton of Papertowel - Swimming Pool, Newspapers & Milk	(136.55)
EFT9262	13/02/2020	Katanning Districts Carpet Care	Clean DCEO Office Carpet Due to Flooding - Administration Office	(110.00)
EFT9263	13/02/2020	Kim Lutz	Refund Partial Venue Hire Fees	(135.00)
EFT9264	13/02/2020	Kirsty Simkins	Reimbursement for Gift Card for Trainee (Thomas Parker)	(50.00)
EFT9265	13/02/2020	Komatsu Australia Pty Ltd	Guides & Shims - Komatsu Grader (P10)	(329.08)
EFT9266	13/02/2020	Landgate - Midland	Gross Rental Value Chargeable 30/11/2019 - 27/12/2019, Other DLI Invoices	(94.05)
EFT9267	13/02/2020	Liberty Oil Australia Pty Ltd	5000L Diesel	(6,588.50)
EFT9268	13/02/2020	Local Government Professionals Australia WA	Finance for Non-Financial People Workshop 21 February 2020 - Cr Hegarty	(350.00)
EFT9269	13/02/2020	Lynette Ann Lucas	Members Sitting Fees & Communication Allowance	(500.00)
EFT9270	13/02/2020	MCG Fire Services	Fire Extinguisher Training - Shire Staff	(671.00)
EFT9271	13/02/2020	Marleys Diesel & Ag	Make Hydraulic Hose & 2x Fittings - Isuzu Dmax (P04)	(85.74)
EFT9272	13/02/2020	Marshall Mowers	Felt Bag - Billy Goat	(282.00)
EFT9273	13/02/2020	Midalia Steel Pty Ltd	89 X 89 X 5.0 Painted RHS - Isuzu Tip Truck (P14)	(234.36)
EFT9274	13/02/2020	Narrogin Packaging And Motorcycles	2x Boxes Of Cleaning Cloths - Home Care. Cleaning Cloths - Swimming Pool & Rec Centre	(157.20)
EFT9275	13/02/2020	Palace Hotel	1x Carton Of Coopers Light, 1x Carton Of Export, 2x Bottles Of Red Wine & 1x 10 Pack Of Cider - Meetings/Catering	(147.97)
EFT9276	13/02/2020	Poolforce WA	Supply & Install Heating System - Swimming Pool	(43,350.00)
EFT9277	13/02/2020	Quick Corporate	February 2020 Stationary Order	(637.37)
EFT9278	13/02/2020	Sigma Chemicals	18x 20kg Calcium Hypochlorite Tabs - Swimming Pool	(3,962.20)
EFT9279	13/02/2020	Sunny Brushware Suppliers	Broom - Agrizzi Sweeper (P29), Broom - Tennant Street Sweeper (P48)	(1,256.09)
EFT9280	13/02/2020	The West Australian	Traineeship Position Ad, Australia Day 2020 Advertising - The Narrogin Observer 16 & 23 January 2020	(438.80)
EFT9281	13/02/2020	Trevor Brandy	EHO Utility & Communication Allowance - February 2020	(250.00)
EFT9282	13/02/2020	Trility	Sensor, Free Chlorine, Suit Ezetrol Plus and Depolox Pool Analysers/Controllers - Swimming Pool	(995.25)
EFT9283	13/02/2020	WA Contract Ranger Services Pty Ltd	Ranger Services 21/01/2020, 23/01/2020 & 28/01/2020	(1,028.50)
EFT9284	13/02/2020	WA Country Health Service - Wheatbelt	Main Meals and Sweets Supplied January 2020	(645.70)
EFT9285	13/02/2020	Wagin Ag Solutions	18kg Gas - Forklift (P51)	(82.39)
EFT9286	13/02/2020	Wagin District Farmers Co-operative	Catering & Cleaning Supplies - January 2020, Depot Kitchen Supplies, Homecare Centre Based Daycare Supplies, Water & Batteries - Fire Supplies	(386.32)
EFT9287	13/02/2020	Wagin Meats	BBQ Meat for Shire President to Host Australia Day 2020 Ambassador, Meats - CBDC Supplies	(144.25)
EFT9288	13/02/2020	Wagin Motel	1x Night Accommodation For Australia Day Ambassador Holly-Ann Martin And Husband	(130.00)
EFT9289	13/02/2020	Wagin Playgroup	Payment of Final Amount to Playgroup for Kindy Gym Equipment	(384.80)
EFT9290	13/02/2020	Wagin Truck Centre	Oil Filter, 2x Fuel Filters, Breather Filter & Grease Gun - 2018 Isuzu Tip Truck (P40), Butterfly Valve, Actuator & Fittings for Water Tank - 2018 Isuzu Tip Truck (P40) & 2019 Isuzu Tip Truck (P14)	(942.40)

EFT9291	13/02/2020	Wallis Computer Solutions	Agreement Fusion - Admin Office - January 2020, NBN - Admin Office, Library & Rec Centre - January 2020	(455.18)
EFT9292	13/02/2020	Wetdeck Pools	Repairs to 50m Pool Pump - Swimming Pool	(1,765.50)
EFT9293	13/02/2020	Wurth Australia Pty Ltd	Workshop Supplies - Windscreen wipes, Windscreen Cleaner & Pump Sprav Bottle	(324.02)
EFT9294	20/02/2020	Australian Services Union	Payroll deductions	(25.90)
EFT9295	20/02/2020	Shire Of Wagin Payroll Creditors	Payroll deductions	(180.00)
EFT9296	20/02/2020	Wagin Woodanilling Landcare Zone	Payroll deductions	(42.00)
EFT9297		See Trust Account List of Payments		
EFT9298		See Trust Account List of Payments		
EFT9299		See Trust Account List of Payments		
EFT9300		See Trust Account List of Payments		
EFT9301	21/02/2020	Australian Taxation Office	January 2020 BAS	(21,211.00)
EFT9302		See Trust Account List of Payments		
EFT9303		See Trust Account List of Payments		
EFT9304		See Trust Account List of Payments		
EFT9305	27/02/2020	AI Antz Electrical	Repair Power Socket - Caravan Park	(152.21)
EFT9306	27/02/2020	Alexander Galt And Co Pty Ltd	Hardware Supplies	(601.20)
EFT9307	27/02/2020	Beaufort River Dolomite	11m3 Dolomite - Sportsground Oval	(484.00)
EFT9308	27/02/2020	Beaurepaires	Rotate Tyres - Isuzu Dmax (P04), 2x New Tyres - Mitsubishi Triton (P26), 2x New Tyres - Box Trailer (P32), Repair Tyre - Toyota Hilux (P50), Replace Tvre - VFRS Truck	(1,041.15)
EFT9309	27/02/2020	Best Office Systems	Photocopier Charges MP.C4504 20/01/2020 - 20/02/2020	(1,815.63)
EFT9310	27/02/2020	Brayco Global Pty Ltd	2x Stainless Steel Bench - 1524 x 610 x 900, 1x Stainless Steel Catering Sink - 1800 x 610 x 900 including Delivery - Caravan Park Camp Kitchen	(1,823.00)
EFT9311	27/02/2020	D Spencer & L Lucas	Erect Shade Sail - Playgroup, Trim Tree - RV Area	(1,127.50)
EFT9312	27/02/2020	Forpark Australia	2x Torx Drivers - Playground Equipment	(80.30)
EFT9313	27/02/2020	Fuel Distributors Of WA Pty Ltd	Fuel - Wagin VFRS Truck	(122.95)
EFT9314	27/02/2020	JR & A Hersey Pty Ltd	3x Shield Masks - Wetlands Park	(108.90)
EFT9315	27/02/2020	Liberty Oil Australia Pty Ltd	5000L Diesel	(6,400.00)
EFT9316	27/02/2020	MCG Fire Services	Fire Extinguishers - Mitsubishi Triton (P27) & Kubota RTV (P52)	(159.50)
EFT9317	27/02/2020	MJB Industries	4x 300mm Headwalls, 4x 300mm Concrete Pipes, 2x 750mm Concrete Pipes, 4x 1500x1200 Link Slabs, 4x 375mm Headwalls & 4x 1200x1200x1200 Box Culverts - Beaufort Road. 5x 300mm Concrete Pipes, 4x 300mm Headwalls, 2x 375mm Headwalls - Lime Lake East Road	(10,280.60)
EFT9318	27/02/2020	Marketforce Productions	Local Government Notices: Request For Comment On Proposal To Change Road Name From Ginn To Stott - The West Australian 20/11/2019, 18/12/2019 Editions & Narrogin Observer 21/11/2019, 19/12/2019 Editions.	(1,160.15)
EFT9319	27/02/2020	Midalia Steel Pty Ltd	2x Lengths Reo Rod - Beaufort Road Culverts, 1x Box Ritetack Adhesive - Works Depot	(197.03)
EFT9320	27/02/2020	Moore Stephens	Budget Workshop 11 March 2020 - Tegan Hall	(957.00)
EFT9321	27/02/2020	Narrogin Betta Electrical Home Living	LG Freestanding Dishwasher - Admin Office. Kambrook 1.78L Kettle, Kambrook 4 Slice Toaster, Samsung 1000W Smartsensor Microwave, Westinghouse 60cm Stainless Steel Gas Cooktop - Caravan Park Camp Kitchen. Westinghouse 90cm Dual Fuel Freestanding Oven - Rec Centre Kitchen	(3,616.90)
EFT9322	27/02/2020	Narrogin Technology Solutions	2x Asus Widescreen Monitor & Desk Mount Dual Monitor Stand - Admin Office	(647.00)
EFT9323	27/02/2020	Narrogin Toyota	Brake Pad - Toyota Hilux (P24)	(97.75)
EFT9324	27/02/2020	Narrogin Upholstery	Repairs to Shade Sail - Eric Farrow Pavilion	(352.00)
EFT9325	27/02/2020	Palace Hotel	2x Bottles of White Wine, 1x Carton Cider, 2x Block Export, 1x Block Carlton Dry, 2x Block Greater Northern & 1x Block Iron Jack - Thank a Volunteer Day. 1x Block of Greater Northern & 4x Cans of Cool Drink - Works Depot	(461.12)
EFT9326	27/02/2020	Pet Friendly	Business Advertisement on Website for Wagin Caravan Park	(77.00)
EFT9327	27/02/2020	Quick Corporate	20/02/2020 to 20/02/2021	
EFT9328	27/02/2020	Safety Barriers WA Pty Ltd	Self Inking Stamps	(281.13)
EFT9329	27/02/2020	Sunny Brushware Suppliers	48m W-Beam Guardrails with Stiffener Plates, 4x Standard Bullnose, 16x 1800mm In-Ground C-Post with Blockout, 10x PT6 Post with Blockout, Connection Plate & AR1 Rods Fixings Including Delivery to Wagin - Ballaving Brides Replacement	(12,426.11)
EFT9330	27/02/2020	TEN47 Plumbing	Broom - Tennant Street Sweeper (P48)	(475.86)
EFT9331	27/02/2020	The Honda Shop	Install New Tap and Isolation Valve - Cricket/Hockey Toilets	(495.00)
EFT9332	27/02/2020	Toll Express	Throttle Cable - Mower (P30)	(36.99)
EFT9333	27/02/2020	WA Contract Ranger Services Pty Ltd	Delivery Charges	(21.45)
EFT9334	27/02/2020	Wagin Mechanical Repairs	Ranger Services 4/02/2020, 6/02/2020, 10/02/2020, 13/02/2020, 18/02/2020, 20/02/2020 & 24/02/2020	(2,197.25)
EFT9335	27/02/2020	Wagin Panel & Paint	Service and Wheel Alignment - DCEO Isuzu MUX (P02)	(616.60)
EFT9336	27/02/2020	Western Stabilisers	Windscreen Repair - Isuzu Tip Truck (P42), Supply & Fit Windscreen - Homecare Mercedes Sprinter Bus (P83)	(698.50)
EFT9337	27/02/2020	Westrac Equipment	Stabilise 1320m2 on Jaloran Road Including Mobilisation to Site	(7,763.36)
<b>EFT Payments Total</b>			2x Spider Kits - Caterpillar Backhoe (P47)	(191.18)
				<b>(329,642.86)</b>
<b>Cheque Payments</b>				
5293	13/02/2020	Commissioner Of Police	Firearms Licence Renewal 2020	(128.00)
5294	13/02/2020	Department of Primary Industries and Regional Development	Re-Registration of Non-Farming Property Operator - Sportsground Oval	(76.50)
5295	13/02/2020	Elders Rural Services Australia Limited	Safety Boots - Tracy Simms, 20L Triclopyr - Rural Spraying, 20L Round Up - Townsite Spraying	(611.80)
5296	13/02/2020	Shire Of Wagin	Community Bus Hire - 8/12/2019, Homecare Petty Cash	(296.00)
5297	13/02/2020	Synergy	Electricity Usage	(9,862.04)
5298	13/02/2020	Telstra	Admin Office Phones, Faxes and Staff Mobiles - January 2020	(1,487.21)
5299	13/02/2020	The Australian Institute Of Building Surveyors	Membership Renewal 2020	(420.00)

5300	13/02/2020	Wagin Pharmacy	Sunscreen - Swimming Pool	(19.99)
5301	27/02/2020	Shire Of Wagin	Shire Petty Cash	(83.20)
5302	27/02/2020	Synergy	Electricity Usage	(17,170.25)
				(30,154.99)
<b>Direct Debit Payments</b>				
DD3757.20	03/02/2020	Department Of Transport	Daily Licensing Takings 30/01/2020	(5,403.15)
DD3757.21	04/02/2020	Department Of Transport	Daily Licensing Takings 31/01/2020	(3,073.20)
DD3801.1	05/02/2020	Department Of Transport	Daily Licensing Takings 03/02/2020	(1,427.30)
DD3759.1	06/02/2020	Walgs	Payroll deductions	(5,003.58)
DD3759.10	06/02/2020	BT Panorama	Superannuation contributions	(401.37)
DD3759.11	06/02/2020	Hostplus	Superannuation contributions	(449.23)
DD3759.12	06/02/2020	Mlc Superannuation	Superannuation contributions	(329.94)
DD3759.13	06/02/2020	North Personal Superannuation	Superannuation contributions	(227.34)
DD3759.14	06/02/2020	Sunsuper	Superannuation contributions	(50.75)
DD3759.2	06/02/2020	CBUS Superannuation	Superannuation contributions	(140.29)
DD3759.3	06/02/2020	Prime Super	Superannuation contributions	(405.20)
DD3759.4	06/02/2020	Bt Super	Payroll deductions	(770.60)
DD3759.5	06/02/2020	Macquarie Super	Superannuation contributions	(208.14)
DD3759.6	06/02/2020	Oneanswer Personal Super	Superannuation contributions	(63.84)
DD3759.7	06/02/2020	Rest Administration	Superannuation contributions	(779.90)
DD3759.8	06/02/2020	Hesta Super Fund	Superannuation contributions	(256.27)
DD3759.9	06/02/2020	Australian Super Administration	Superannuation contributions	(842.49)
DD3801.12	06/02/2020	Department Of Transport	Daily Licensing Takings 04/02/2020	(10,932.80)
DD3801.19	07/02/2020	Department Of Transport	Daily Licensing Takings 05/02/2020	(2,734.25)
DD3801.20	10/02/2020	Department Of Transport	Daily Licensing Takings 06/02/2020	(2,784.95)
DD3801.21	11/02/2020	Department Of Transport	Daily Licensing Takings 07/02/2020	(888.25)
DD3801.22	11/02/2020	Western Australian Treasury Corporation	Loan Repayment 139 February 2020	(6,009.05)
DD3801.23	12/02/2020	Department Of Transport	Daily Licensing Takings 10/02/2020	(6,199.45)
DD3801.24	13/02/2020	Department Of Transport	Daily Licensing Takings 11/02/2020	(1,551.50)
DD3801.25	14/02/2020	Department Of Transport	Daily Licensing Takings 12/02/2020	(2,550.95)
DD3801.2	17/02/2020	Department Of Transport	Daily Licensing Takings 13/02/2020	(2,802.85)
DD3801.3	18/02/2020	Department Of Transport	Daily Licensing Takings 14/02/2020	(3,340.65)
DD3801.4	19/02/2020	Department Of Transport	Daily Licensing Takings 17/02/2020	(4,826.25)
DD3774.1	20/02/2020	Walgs	Payroll deductions	(5,108.48)
DD3774.10	20/02/2020	BT Panorama	Superannuation contributions	(475.56)
DD3774.11	20/02/2020	Hostplus	Superannuation contributions	(438.10)
DD3774.12	20/02/2020	Mlc Superannuation	Superannuation contributions	(312.83)
DD3774.13	20/02/2020	North Personal Superannuation	Superannuation contributions	(227.34)
DD3774.14	20/02/2020	Sunsuper	Superannuation contributions	(50.75)
DD3774.2	20/02/2020	CBUS Superannuation	Superannuation contributions	(203.28)
DD3774.3	20/02/2020	Prime Super	Superannuation contributions	(405.20)
DD3774.4	20/02/2020	Bt Super	Payroll deductions	(772.50)
DD3774.5	20/02/2020	Macquarie Super	Superannuation contributions	(204.98)
DD3774.6	20/02/2020	Oneanswer Personal Super	Superannuation contributions	(100.32)
DD3774.7	20/02/2020	Rest Administration	Superannuation contributions	(794.58)
DD3774.8	20/02/2020	Hesta Super Fund	Superannuation contributions	(320.68)
DD3774.9	20/02/2020	Australian Super Administration	Superannuation contributions	(761.73)
DD3801.5	20/02/2020	Department Of Transport	Daily Licensing Takings 18/02/2020	(2,006.20)
DD3801.6	21/02/2020	IntegraPay Pty Ltd	Synergy On Line Transaction Fees	(113.35)
DD3801.7	21/02/2020	Department Of Transport	Daily Licensing Takings 19/02/2020	(4,189.15)
DD3801.8	24/02/2020	Department Of Transport	Daily Licensing Takings 20/02/2020	(25,139.25)
DD3801.9	24/02/2020	Western Australian Treasury Corporation	Loan Repayment 137 February 2020	(1,907.86)
DD3801.10	25/02/2020	National Australia Bank	NAB Connect Fee	(53.23)
DD3801.11	25/02/2020	Classic Finance Pty Ltd	Photocopier Lease Payment February 2020	(222.20)
DD3801.13	25/02/2020	Department Of Transport	Daily Licensing Takings 21/02/2020	(2,980.55)
DD3801.14	26/02/2020	Department Of Transport	Daily Licensing Takings 24/02/2020	(1,128.15)
DD3801.15	27/02/2020	Department Of Transport	Daily Licensing Takings 27/02/2020	(7,231.45)
DD3801.16	28/02/2020	Department Of Transport	Daily Licensing Takings 26/02/2020	(1,066.35)
DD3801.17	28/02/2020	National Australia Bank	Merchant Statement February 2020	(335.66)
<b>Direct Debit Payments</b>				(121,003.27)
<b>Municipal Account List of Payments Total</b>				(480,801.12)
<b>Trust Account List of Payments</b>				
<b>EFT Payments</b>				
EFT9297	20/02/2020	Bradley Boundy	COMMUNITY BUS BOND REFUND	(150.00)
EFT9298	20/02/2020	Gwynneth Pederick	COMMUNITY GYM KEY BOND REFUND	(30.00)
EFT9299	20/02/2020	Kim Lutz	EFP VENUE HIRE BOND REFUND	(300.00)
EFT9300	20/02/2020	Robyn Webster	COMMUNITY GYM KEY BOND REFUND	(30.00)
EFT9302	27/02/2020	Ben Rosenstreich	COMMUNITY GYM KEY BOND REFUND	(30.00)
EFT9303	27/02/2020	Janet Evans	COMMUNITY GYM KEY BOND REFUND	(30.00)
EFT9304	27/02/2020	Jodie Wallis	COMMUNITY GYM KEY BOND REFUND	(30.00)
<b>EFT Payments Total</b>				(600.00)
<b>Cheque Payments</b>				
2532	20/02/2020	David Ian Atkins	NOMINATION DEPOSIT REFUND	(80.00)
2533	20/02/2020	Muriel Ann O'Brien	COUNCIL NOMINATION DEPOSIT REFUND	(80.00)
2534	20/02/2020	Robert Allan Ward	COUNCIL NOMINATION DEPOSIT REFUND	(80.00)
<b>Cheque Payments Total</b>				(240.00)
<b>Trust Account List of Payments Total</b>				(840.00)
<b>Credit Card List of Payments</b>				
<b>Chief Executive Officer - Peter Webster</b>				
Credit Card	15/01/2020	Caltex Riverdale	CEO Fuel	(49.27)
Credit Card	24/01/2020	Book Depository	The Anarchy Book for Library	(24.46)
Credit Card	24/01/2020	Narrogin Hardware & Home	Sink Mixer Tap for DCEO Residence (2 Ballagin St)	(120.00)
Credit Card	28/01/2020	Puma Causeway	CEO Fuel	(31.40)
Credit Card	29/01/2020	Fruit Barn Donnybrook	CEO Fuel	(30.02)
Credit Card	4/02/2020	Westnet	Internet Charges	(224.87)

Credit Card	14/02/2020	NAB	Card Fee	(9.00)
<b>Chief Executive Officer - Peter Webster Total</b>				<b>(489.02)</b>
<b>Deputy Chief Executive Officer - Brian Roderick</b>				
Credit Card	4/02/2020	The Blue Budha	Postage for Trainee Gift	(8.25)
Credit Card	4/02/2020	The Blue Budha	Gift for Trainee	(40.00)
Credit Card	5/02/2020	Castledex	Roll of Stickers for Filing at Admin Centre	(33.10)
Credit Card	7/02/2020	Coles Narrogin	Fruit for Thank a Volunteer Function	(36.50)
Credit Card	12/02/2020	Amazon	Phone Charger Cables for BFB Trucks	(47.97)
Credit Card	13/02/2020	Cash Register Warehouse	Cash Drawer Insert for Admin Centre	(96.45)
Credit Card	13/02/2020	Acura Electrical	Oven Hinges for Oven at Eric Farrow Pavilion	(174.00)
Credit Card	14/02/2020	NAB	Card Fee	(9.00)
<b>Deputy Chief Executive Officer - Brian Roderick Total</b>				<b>(445.27)</b>
<b>Manager of Works - Allen Hicks</b>				
Credit Card	23/01/2020	Workwear Hub	Works Boots for Works Staff	(414.85)
Credit Card	28/01/2020	Main Roads Heavy Vehicle	Class 1 RAV Oversize Permit for P14	(50.00)
Credit Card	11/02/2020	Valton Feeding Solutions	Vanes, Bolts & Shutter for Fert Spreader	(190.55)
Credit Card	14/02/2020	NAB	Card Fee	(9.00)
<b>Manager of Works - Allen Hicks Total</b>				<b>(664.40)</b>
<b>Manager of Finance - Tegan Hall</b>				
Credit Card	17/01/2020	Catch of the Day	Lifeproof Phone Cover for SES Mobile	(84.95)
Credit Card	17/01/2020	Aussie Broadband	NBN Charges - Works Depot, Rec Centre, Admin Office & Library	(290.00)
Credit Card	14/02/2020	Godfreys - Electrical Home Aids	Henry Vacuum Bags for HACC	(209.70)
Credit Card	14/02/2020	NAB	Card Fee	(9.00)
<b>Manager of Finance - Tegan Hall Total</b>				<b>(593.65)</b>
<b>Credit Card List of Payments Total</b>				<b>(2,192.34)</b>

## 12. REPORTS OF OFFICERS

### 12.1 WORKS AND SERVICES REPORT – FEBRUARY 2020

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 <sup>th</sup> March 2020
PREVIOUS REPORT(S):	13 <sup>th</sup> February 2020
DISCLOSURE OF INTEREST:	Nil
FILE REFERENCE:	Nil
ATTACHMENTS:	Plant Report

#### CONSTRUCTION CREW:

Reconstruct and seal widen shoulders on 2km section of Jaloran Road as per Works Program.

Stabilising has been carried out on a 3km section of the Dongolocking Road shoulders. Woolorama went well - only need to make few changes, the Sportsground Oval held up well - the best I have seen.

#### UPCOMING WORKS:

Construct and seal widen shoulders on a 3km section of Dongolocking Road to be trimmed up ready for 2 coat seal.

Replace kerbs in Cowcher Street and install kerbing on the Trent/Trench Street intersection.

Remove concrete footpath slabs from Cowcher and Tudor Streets.

Woolorama general clean up and requests.

#### ROAD MAINTENANCE:

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

#### TOWN MAINTENANCE:

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

#### 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**

Date	Meter Reading (m3)	Pumping Rate (L/S)	Pressure Main Gauge (KPA)	Water Level (M)
<b>Nalder Street Bore</b>				
14-Nov-19	568272.00	2.00	400.00	26.30
12-Dec-19	572445.00	2.33	375.00	27.50
09-Jan-20	573165.00	2.33	375.00	26.80
05-Feb-20	574965.00	2.16	400.00	25.50
09-Mar-20	580656.00	2.16	375.00	26.50
<b>5691</b>				<b>1</b>
<b>Victor Street Bore</b>				
14-Nov-19	665494.00	1.67	350.00	16.60
12-Dec-19	669373.00	1.68	360.00	15.50
09-Jan-20	673725.00	1.68	350.00	16.00
05-Feb-20	677524.00	1.66	350.00	15.50
09-Mar-20	683657.00	1.67	350.00	16.00
<b>6133</b>				<b>1</b>
<b>Warwick Street Bore</b>				
14-Nov-19	552425.00	2.84	325.00	7.30
12-Dec-19	554519.00	2.58	325.00	18.60
09-Jan-20	55516.00	2.60	325.00	8.40
05-Feb-20	558812.00			8.40
09-Mar-20	560200.00	2.60	325.00	9.40
<b>1388</b>				<b>1</b>

**CONSULTATION / COMMUNICATION:**

Nil

**STATUTORY / LEGAL IMPLICATIONS:**

Nil

**POLICY IMPLICATIONS:**

Nil

**FINANCIAL IMPLICATIONS:**

Nil

**STRATEGIC IMPLICATIONS:**

Nil

**VOTING REQUIREMENTS:**

Simple Majority

**4240 OFFICERS RECOMMENDATION & COUNCIL DECISION**

Moved: Cr. S M Chilcott

Seconded: Cr. D G Reed

That Council receive the Works report for the month of February 2020.

Carried 9/0

PLANT REPORT				Feb-20		
PLANT	OPERATOR	PURCHASE DATE	KM / HOURS	SERVICE DUE	REGO	COMMENTS
ISUZU D-MAX WAGON P-01	P WEBSTER	29/10/2019	9,755	15,000	W.1	
ISUZU D-MAX WAGON P-02	B RODERICK	1/11/2018	33,170	40,000	W.001	
ISUZU D MAX P-04	A HICKS	30/06/2017	80,117	81,000	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	48,100	58,000	W.10000	
WCM LOADER P-09	REFUSE SITE	30/06/2012	3,056	3,350	W.10292	
KOMATSU GRADER P-10	S DESOUZA	20/10/2014	5,915	6,000	W.284	
KOMATSU LOADER P-11	D HOYSTED	21/03/2018	1,988	2,500	W.10707	
KOMATSU GRADER P-12	J LYDEKER	15/01/2019	1,215	1,500	W.041	
ISUZU TRUCK P-14	VARIOUS	3/12/2019	8,717	20,000	W.1002	
BOMAG ROLLER P-15	B DAVIES	3/01/2008	8,708	8,800	W.7862	
ISUZU TRUCK P-16	VARIOUS	19/10/2010	70,510	85,000	W.1012	
KUBOTA MOWER P-18	M TITO	31/10/2019	42	50		New
VIB ROLLER P-19	VARIOUS	3/01/2008	1,588	1,540	W.841	Service Due
JOHN DEERE P-20	VARIOUS	9/02/2006	3,697	3,750	W.9618	
ISUZU P-21	J LYDEKER	17/03/2017	49,615	57,000	W.676	
JOHN DEERE P-22	E WALLAS	10/08/2016	337	350	W.487	
TOYOTA UTE P-24	VARIOUS	16/09/2010	112,000	120,000	W.1010	
TOYOTA UTE P-25	E WALLAS	16/09/2010	100,263	100,000	W.1001	Service Due
TRITON UTE P-26	M TITO	14/11/2014	59,143	60,000	W.1022	
TRITON UTE P-27	J PRAETZ	6/11/2014	73,049	75,000	W.1007	
MAHINDRA P-38	L STANBRIDGE	21/01/2016	51,321	60,000	W.1044	
BOBCAT P-39	VARIOUS	17/09/2013	3,203	3,250	W.10553	
ISUZU TRUCK P-40	S HISKINS	29/03/2019	23,826	40,000	W.437	
ISUZU TRUCK P-42	J CHAMBERLAIN	6/02/2014	158,709	160,000	W.1015	
TORO MOWER P-43	M TITO	12/09/2013	923	1,000		
CAT BACKHOE P-47	VARIOUS	21/09/2015	4,979	5,000	W.10552	
TENNANT SWEEPER P-48	J PRAETZ	16/10/2015	2,002	2,000	W.10554	Service Due
MULTIPAC ROLLER P-49	B DAVIES	9/01/2017	1,804	2,000	W.860	
TOYOTA UTE P-50	T SIMMS	15/12/2017	24,290	30,000	W.924	
FORKLIFT P-51	VARIOUS	30/11/2018	16,308	30/11/2020	W.10729	
KUBOTA RTV P-52	VARIOUS	31/10/2019	44	50		New
TOYOTA UTE P-85	S DESOUZA	20/08/2010	113,920	120,000	W.863	
TOYOTA UTE P-94	J YATES	23/10/2019	7,894	10,000	W.10796	

## 12.2 ENVIRONMENTAL HEALTH OFFICER / BUILDING SURVEYORS REPORT – FEBRUARY 2020

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:	12 <sup>th</sup> March 2020
PREVIOUS REPORT(S):	17 <sup>th</sup> February 2020
DISCLOSURE OF INTEREST:	Nil
FILE REFERENCE:	N/A
ATTACHMENTS:	Nil

### BRIEF SUMMARY:

Development Report – February

### BACKGROUND/COMMENT:

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

Development Applications:

### BUILDING PERMITS

Permit No.	Owner	Builder	Location	Description	Value	Fees
99826	R Warren		24 Unicorn St	S/F Verandah	\$10,00	\$105.00
99827	S Newbold	O/B	6 Trenton	S/F Shed	\$7,000	\$105.00
99828	Shire of Wagin	D Spencer	Wagin Caravan Park	S/F Camp Kitchen	\$10,000	Nil

### BUILDING FINALS (BA7)

Two final certificates were received during March

Lot 548 (19) Lloyd Street Wagin – Two Storey Dwelling

### CERTIFICATES OF OCCUPANCY

Nil

### HEALTH INSPECTIONS

85 Tudhoe Street Wagin – Sue Thai Shop has applied to operate a Massage facility at the rear of the premises. Town Planning consideration were not required due to activity being an acceptable use under the Scheme. The activity on the premises will not involve skin penetration (skin piercing) or tattooing.

64 Tudhoe Street Wagin – proposed café and small motor repair business.  
Liquor licence Application – Wagin Trotting Club Occasional licence.

Wagin Duck and Game – combined Health Department/Shire compliance audit, previous corrective action requests (CARs) were signed off with only training HACCP training of staff to be finalised.

Food Vendors – Wagin Woolorama Food vans and premises were inspected for compliance and registration.

### **Food Recalls/Complaints**

There were 3 recall notices issued by the Health Department of WA, mostly for detected traces of Allergens in food products and one for lead contamination.

### **Food Monitoring Program – Agricultural Chemical Residue Testing of Fruit and Vegetables**

As part of a State wide Food Monitoring Program Local Governments have been requested to participate in the testing of fresh fruit and vegetables for agricultural chemical residuals for compliance with standard 1.4.2 of the Food Standards Codes.

Samples of locally grown produce and some imported products will be tested for maximum residual limits (MRLs) with non compliance being noted and referred back to the supplier. The exercise will test for conformity and traceability of the product to the original supplier.

### **Wagin Aquatic Facility**

March water samples were received compliant.

### **Covid – 19 Updates**

As the Covid – 19 virus has now moved from an epidemic (contained within a region) to a pandemic, governments have now moved into their next phase of planning. This may involve Local Government to some degree and the Public Health Emergency Operation Centre (PHEOC) will be addressing our next regional meeting to cover this area.

### **Advice notes**

Solicitors Minter and Ellison - Issues to be considered in the future with Health/Planning and Building Applications, mostly related to coastal flooding, increased weather severity and water availability.

### **POLICY IMPLICATIONS:**

Nil

### **FINANCIAL IMPLICATIONS:**

Associated Building and Health Fees

### **STRATEGIC IMPLICATIONS:**

Nil

### **VOTING REQUIREMENTS:**

Simple

### **4241 OFFICERS RECOMMENDATION & COUNCIL DECISION**

Moved: Cr. G K B West

Seconded: Cr. J P Reed

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

Carried 9/0

### 12.3 DEPUTY CHIEF EXECUTIVE OFFICERS REPORT – FEBRUARY 2020

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:	19 <sup>th</sup> March 2020
PREVIOUS REPORT(S):	17 <sup>th</sup> February 2020
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 for the months February and March 2020.

#### SPORTSGROUND DEVELOPMENT:

The final Sportsground Feasibility Study Report/Masterplan has been emailed out to all interested clubs and groups and also made available to the community.

A final community meeting to discuss the report and options moving forward was scheduled for 5.30pm Thursday 26<sup>th</sup> March at the Eric Farrow Pavilion. However, after discussion with the Shire President and CEO, we feel that due to the current circumstances regarding the Covid-19 pandemic we believe it would be more worthwhile postponing the meeting.

The reasons behind the postponement is that there is no urgency to hold the meeting, we are concerned that we will get a poor turn-out from the Community and then not get the feedback and discussion we really require over this major development. It will also give Clubs the opportunity to discuss Council's preferred option in a Club meeting format and then maybe a Club position on Council's option.

#### CORPORATE SERVICES:

##### Staff

**Trainee:** Management has decided not to employ an Admin Trainee this year. However, we are currently looking at a School based Trainee that will work in the Shire Office one day a week. The trainee will be a year 10 student from the Wagin District High School.

**Manager of Finance:** Tegan has requested that she would like to continue this role on a part time basis. She will be working a three day week and during busy times four times a week. She is confident on being able to undertake the duties of the role in this time. Some other financial planning work will now be undertaken by Cath Painter.

**Compliance and Projects Officer:** With the Manager of Finance now working on a part -time basis, it has allowed the Shire to employ a Compliance and Projects officer for two days a week. As the role will also include finance and asset planning, Management saw fit to offer the role to the Shire's former casual Accountant, Cath Painter. Cath, brings many skills to the position and she will assist the DCEO and CEO in the Integrated Planning process,

compliance and audit work, grant funded projects and other corporate services plans, returns and tasks.

Finance

A Finance and General Purposes meeting was held on the 16<sup>th</sup> March, please refer to the minutes contained in this agenda.

The Manager of Finance has commenced the preparation for the 2019/2020 Budget process, certainly comes around very quickly.

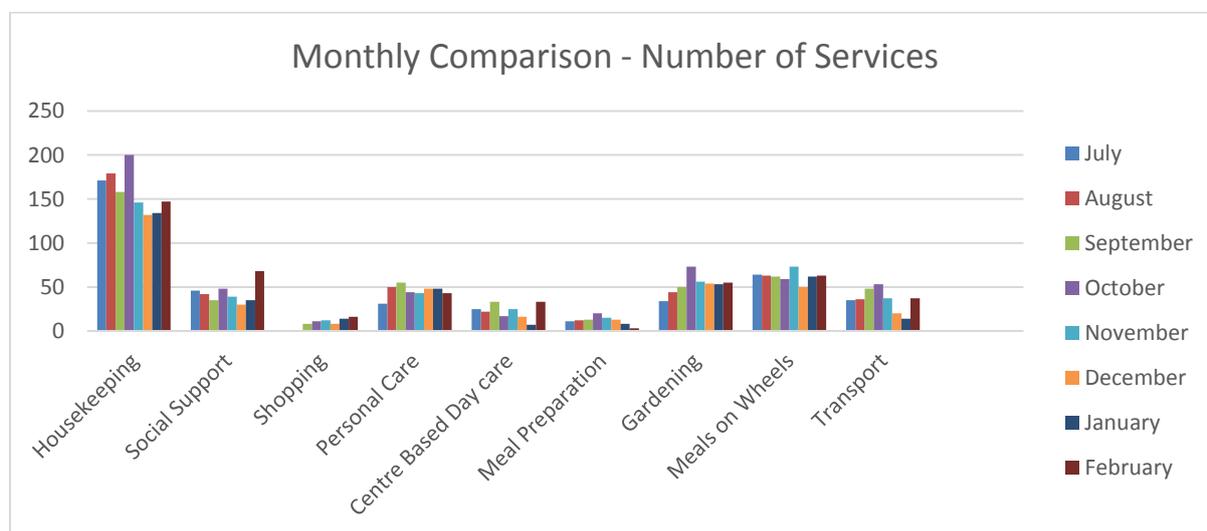
**AGED CARE:**

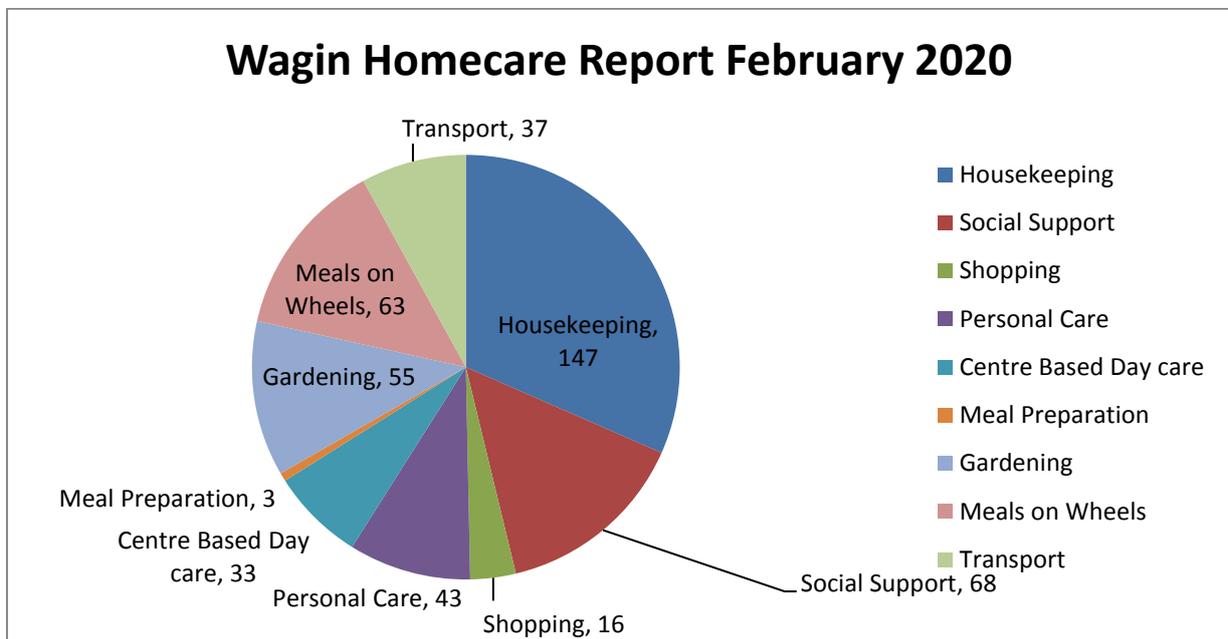
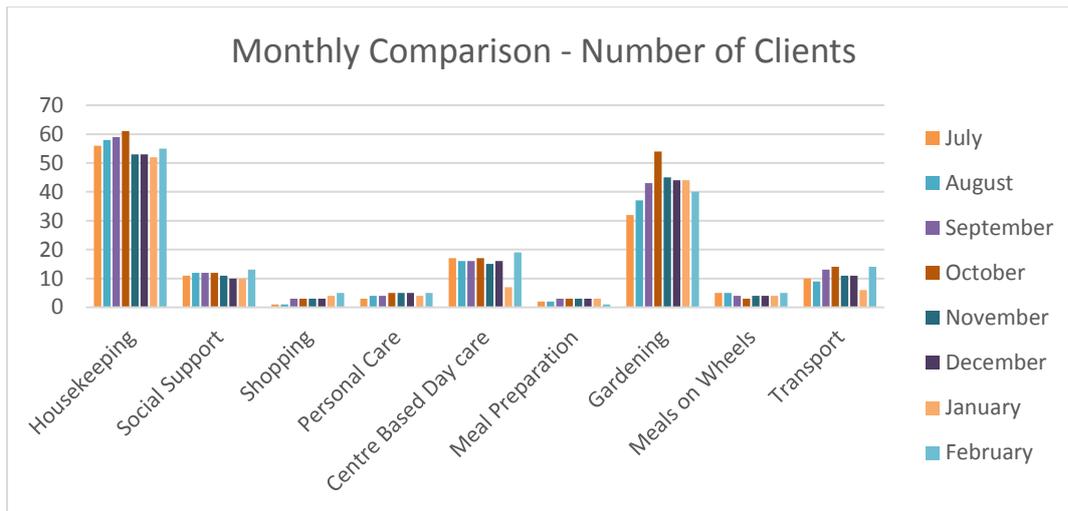
**HEMOCARE REPORT FEBRUARY 2020**

**CLIENTS:**

83 clients received one or more services for February:

Service	Number of Clients
Housekeeping	55
Social Support	13
Shopping	5
Personal Care	5
Centre Based Day care	19
Meal Preparation	1
Gardening	40
Meals on Wheels	5
Transport	14





**TOWNSCAPE:**

A meeting of the Townscape Committee was held on the 12<sup>th</sup> March, please refer to the minutes contained in this Agenda.

February/March 2020 Shire Facebook Report 13/03/2020

The Shire Facebook page has posted 6 times since the last report in January with the biggest audience award being the “Shire office closure” for the Woolorama Friday, with 1164 people viewing the post.

**The lower number of posts is probably due to CLO leave**

- Movie Flyer – 18<sup>th</sup> Feb - 407 people
- Office Closure - 5<sup>th</sup> March - 1164 people
- Swimming Pool Woolorama Wkend hours – 5<sup>th</sup> March - 581 people
- Hazardous Waste Pick up Flyer – 10<sup>th</sup> March – 430 people
- Found Dog – 11<sup>th</sup> March – 695 people

- Sports Precinct Flyer – 12<sup>th</sup> March - 553 people
- Our total page “likes” is at 1184 – up by 12 from last month.

To compare our likes to other shire pages:

- Wickepin 756
- Williams 434
- Kondinin 392
- Lake Grace 575
- Kojonup 399

Wagin Woolorama Page made a big jump to 2787 likes.

## RECREATION AND CULTURE:

### Library Report February/ March 2020

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:

- We are holding book sales during the week as well. Three to four times a week.

#### Library Events:

- 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.
- Shrove Tuesday/Pancake Day February 25<sup>th</sup>, Afternoon tea.
- St. Patrick's Day 17<sup>th</sup> March, Afternoon tea and questionnaire.

#### Library Regular Activities:

- WLG Book Club was held on Saturday March 14<sup>th</sup>. The next Book Club afternoon for the April 11<sup>th</sup> will be cancelled. There will be no book club until further notice
- 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 Thursday 27<sup>th</sup> February. Our next Friends of the Wagin Library & Gallery meeting will be cancelled for March and all other Friends meetings until further notice.

#### Library Statistics:

- 1 new borrower at the library during this reporting period;
- 216 patron visits for January February reporting period;
- 18 successful inter-library loan requests for items from Wagin Library & Gallery patrons;
- 21 inter-library loan requests from other public libraries throughout WA for our items; 2 not supplied.
- 3 requests for information searches undertaken for Wagin library patrons by library staff;
- 1 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.
- 25 community members enjoyed free tea or coffee in the library;
- 3 community members and library patrons spent time reading and relaxing in the library.
- 21 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.
- Shrove Tuesday/ Pancake Day.
- St. Patrick's Day Questionnaire and afternoon tea.

**Swimming Pool**

The month of February at The Wagin Memorial Swimming Pool saw a mixed bag of weather. Consisting of hot days, cool days, stormy/rainy days, and some very windy days. This having a direct effect on patron attendance.

- 2312 patrons through the gate plus approximately 120 Wagin Swimming Club passes on Monday training nights
- School back in February
- Volunteers Night held at the pool on the 7<sup>th</sup> February. Unfortunately, due to the many fires around the district, low numbers at this function. Those who were able to attend enjoyed the food expertly provided thanks to Brian and Donna.
- February 8<sup>th</sup> saw the Wagin Swimming Club hold a Regional Swimming Meet. 110 out of town swimmers competed. Around 30 Wagin swimmers. Add to the numbers spectators and volunteers. The pool was full of colour and people with hot weather followed by some nasty wind in the afternoon.
- February 18<sup>th</sup> saw the commencement of school in-term swimming lessons. Weather for the first week was ideal but in the second week saw thunder storms and rain cut the lessons to 3.5 days. This year due to the lack of swim instructors has seen 2 x 2 weeks of lessons. The younger group having lessons in March.
- Maintenance on the 50m pump was carried out by Wetdecks Brian McDonald. A leak was fixed above the pump. At some stage a pump shutoff switch maybe should be fitted in case of another incident as the pump will continue to transfer water until the pool and balance tank is dry.
- The usual maintenance around the pool was also carried out.
- The heat pump in the Learn To Swim pool a great success with many patrons most appreciative of the 28 degree water. Swimming lessons also liking the advantage of being able to keep the kids in the water for longer periods. Also opening the potential of starting a babies swim class next season.
- Once again, the pool surrounds have been immaculate thanks to Mike Tito and the crew. Many positive comments on the Wagin Pool.

Adult Pd	Child Pd	Family Pd	Spectators	Under 5s	Adult Pss	Child Pss	Family Ps	School Paid	School Passes	Totals
6	19	3	7		1	4	3			43
3	5	3	2		2	2	1			18
7	5		1	3	20	7	2			45
9	15	3	7	3	27	10	16			90
13	15	1	2	3	17	6	9			66
18	19		3	6	16	12	6			80
	108		108		10	10	8			244
5	11		1	3	4	9				33
	13		10	6	2	8	2			41
7	5		3	1	18	9	5			48
3	8	1	1	3	17	6	6			45
2	6	2	4	4	15	9	2			44
24	23		1	7	6	7	6			74
6	15		2		5	8	3			39
6	19		10	5	18	9	4	60	37	168
3	4		4		20	16	7	58	34	146
6	8	1		1	16	8	5	58	37	140
4	12		1	3	12	4		56	37	129
				Bad Weather						
1	4				1	1				7
					1			57	37	95
	1		4	1	12	3	1	58	35	115
					10			57	36	103
3					12			35	19	69
					12					12
4	6			1	1	1	1			14
<b>130</b>	<b>321</b>	<b>14</b>	<b>171</b>	<b>50</b>	<b>275</b>	<b>149</b>	<b>87</b>	<b>439</b>	<b>272</b>	<b>1908</b>
Adult Pd	Child Pd	Family Pd	Spectator	Under 5s	Adult Pss	Child Pss	Fam Pss	S/Lessons	S\Lessons	
		<b>Family Pd X 5</b>					<b>FamPss X 5</b>	School Paid	Passes	<b>TOTAL</b>
		<b>56</b>					<b>348</b>			<b>404</b>
										<b>2312</b>

## Community Events

### la lumiere Event

The la lumiere Committee was scheduled to meet on the 18<sup>th</sup> March, however in light of the current Covid-19 Pandemic it has been postponed until further notice. It was thought that to commence planning on something that may not go ahead or on something that is not in keeping with current times seemed a bit pointless.

**Other**Caravan park Kitchen

The Caravan Park Kitchen shed has been erected, however due to Woolorama the internal fit out has not been completed. The project will be finished and kitchen operational by early April.

Bushfire Brigades and Emergency Service levy (ESL)

The AGM and general meeting of the Bushfire Brigades was held on the 17<sup>th</sup> March. Please refer to the minutes of both of the meeting in this agenda. Also, there is information on the Shire's ESL grant and allocation / application for 2020/2021. This application will be lodged with DFES by the end of the month.

**CONSULTATION/COMMUNICATION:**

Shire Staff

**STATUTORY/LEGAL IMPLICATIONS:**

Nil

**POLICY IMPLICATIONS:**

Nil

**FINANCIAL IMPLICATIONS:**

N/A

**STRATEGIC IMPLICATIONS:**

N/A

**VOTING REQUIREMENTS:**

Simple Majority

**4242 OFFICERS RECOMMENDATION & COUNCIL DECISION**

Moved: Cr. J P Reed

Seconded: Cr. B S Hegarty

That Council receive the Deputy Chief Executive Officer's report for February 2020.

Carried 9/0

## 12.4 CHIEF EXECUTIVE OFFICERS REPORT – FEBRUARY 2020

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:	16 <sup>th</sup> March 2020
PREVIOUS REPORT(S):	29 <sup>th</sup> January 2020
DISCLOSURE OF INTEREST:	N/A
FILE REFERENCE:	Nil
ATTACHMENTS:	7) Puppy Farming 9) Road renaming – Stott Road

### 1) CBH SITE – ROAD CLOSURES

The Wheatbelt Development Commission (WDC) have been in contact with the Department of Lands making enquiries regarding the proposal to close three roads around the CBH site in Wagin.

Progress at last: -

*We have been pushing this matter fairly gently due to some sensitive issues associated with the South West Settlement Indigenous Land Use Agreement.*

*Fortunately, we have just kicked a goal that has positioned key people from multiple agencies in the right place, and our great relationship with the Department of Planning, Lands and Heritage has enabled us to leverage the outcome.*

*In short, my staff and the Department have been working on a number of alternatives, that will get you to the outcome you are seeking, but most probably via a different route.*

*WDC staff, accompanied by Department staff have proposed visiting you prior to Christmas to inspect the site and discuss the options being developed.*

*You should hear from Grant Arthur shortly to arrange a suitable date.*

**Regards - Gavin Robins – CEO WDC**

In March, Alex Mane from Landgate will be visiting Wagin to further discuss this matter. Hopefully the road closure matter can be finalised

**March 2020:** - Alex Mane from Landgate visited Wagin regarding the road closures that are being proposed. There is one Unallocated Crown Land (UCL) block which needs to have road frontage. The UCL block has also been included as part of the South West Native Title Claim which will hold the transfer up. The good news however is that Barley Way, which runs along the railway line can be created and work on having this created has commenced. The Dept of Lands have been back in contact with the CEO since the meeting to advise that Council needs to provide the following indemnification

*The [name of Local Government] agrees that it will indemnify and keep indemnified the State of Western Australia, the Department of Planning, Lands and Heritage and the Minister for Lands and hold them harmless from and against all liabilities, obligations, costs, expenses or*

*disbursements of any kind including, without limitation, compensation payable to any party under the Native Title Act 1993 (Cth) which may be imposed on, or incurred by the Indemnified Parties relating to or arising directly or indirectly from the [insert Crown land action].*

Once the required indemnification has been provided to this Department, I will be able to send a 30-day Notification Letter to the Native Title Claimant (Ballardong People) notifying them of the intent to dedicate the road under section 24KA of the NTA. The CEO is reluctant to agree with the indemnifications as he is not sure what it will mean for Council into the future. It could be an "Open Cheque Book".

I have been in touch with CBH and they were planning on further developing the Wagin site in 2022.

I believe that CBH and Council should meet with the Minister for Lands to try and progress this matter.

## **2) CEMETERY SHELTER**

This structure is now complete with only landscaping to be undertaken. The shelter has been used twice in the past month and a lot of good comments have been received. Cemetery parking is now up near the shelter which has made it safer for people attending funerals and not having to cross the main road etc.

A small plaque is being made showing who contributed to the shelter.

## **3) WANDRRA – Claims**

By the February Council meeting all WANDRRA Claims should have been paid and the event finalised. At the end of December 2019 there was approx. \$160,000 outstanding. Two invoices were raised in mid-January for \$103,000 with the balance being finalised by mid-February 2020.

This event has taken almost 2 years to complete the work and three years for all payments to be finalised.

**March 2020:** - There remains \$8,000 (Claim 44) to finalise this event. There were some small amounts that need to be allocated to road maintenance. This amounts to \$3,500. These were for claims that we could not substantiate. i.e. No culvert where culvert repairs were said to have happened etc. No pipe at the said SLK etc.

## **4) MITIGATION ACTIVITY FUND – WAGIN**

It appears that approval/clearances have finally been received to undertake the mechanical clearing in the Upland / Rifle Street area of Wagin. Work on this and the southern section of Mt Latham will be undertaken in April 2020.

## **5) HOUSEHOLD HAZARD WASTE COLLECTION DAY**

Arrangements have been put in place to hold a Household Hazard reduction day on the 23<sup>rd</sup> May 2020. The collection point will be the Shire car park and it will run from 9am – 1pm. Items for collection will be placed on pallets and removed from the site and Cleanaway will remove all hazard waste shortly thereafter.

More details will be available closer to the event.

This program has been arranged through WALGA and the WA Waste Authority.

**6) REVIEW OF THE WASTE LEVY**

The State Government are undertaking a review of the Waste Levy. The current levy is only for the metropolitan area and is calculated at \$70.00 per tonne for house waste \$130 per tonne for commercial waste.

The review documents speak about expanding the levy to cover rural areas of WA.

This Council disposes of approx. 900 tonne of waste (this includes Green waste) This would equate to approx. \$63,000 pa in possible levies.

I flag this as a matter to watch as it will impact on Council operations if it is imposed.

**7) STOP PUPPY FARMING (or simply Changes to the Dog Act)**

The State Government is pushing ahead with changes to the Dog Act as advertised.

I have attached Information that has been released by the Dept of Local Government, Sport and Cultural Industries which outlines Councils role regards this matter.

WALGA did request financial modelling of the proposed changes however this has not been forthcoming. Therefore, local government are "Flying Blind" on this matter.

No doubt the changes will be implemented at Ratepayers expense!

**8) 2020 WOOLORAMA**

The 2020 Wagin Woolorama was again a very good event with good weather and numbers attending.

The Woolorama President, Mr Howard Ward publicly thanked the Shire and its workers for the effort they had put in to have the grounds and facilities looking so good.

It is intended to have Mr Ward and others from the Woolorama committee meet with the outside workers in the near future to thank them for effort etc over the weekend

**9) ROAD RENAMING – STOTT ROAD**

I have attached a copy of an email advising that Ginn Rd has been changed to Stott Road. New road signs have been ordered and the Stott Family notified.

**10) FACTS**

It has been interesting to read over the past year or so, the amount of grants that have been awarded to the Seat of Collie Preston. In total some \$95 mil has been awarded to this seat whilst in the seat of Roe, the only major grant was for the Esperance TAFE. Oh to be in a marginal seat!!!!

**11) FINAL COUNCIL MEETING**

This will be my final Council meeting.

I commenced in Local Government in 1972 and started in Pingelly in 1978. Since that time, I estimate that I have attended over 440 Council meeting and numerous Committee meetings at five different Shires.

I have sat with 12 Shire Presidents and have spent a large amount of my working time in Wheatbelt South (25years). Wagin has been the only Shire that I have had only one President.

One of the first people I employed whilst at Pingelly was Mr Bill Mulrone who is now the Pingelly Shire President.

I have enjoyed my almost 7 years in Wagin and wish Council and the Community all the best for the future.

CONSULTATION/COMMUNICATION

Nil

STATUTORY/LLEGAL IMPLICATIONS:

Nil

POLICY IMPLICATIONS:

Nil

FINANCIAL IMPLICATIONS:

Nil

STRATEGIC IMPLICATIONS:

Nil

VOTING REQUIREMENTS:

Simple

**4243 OFFICERS RECOMMENDATION & COUNCIL DECISION**

Moved: Cr. G K B West

Seconded: Cr. D G Reed

That Council receive the Chief Executive Officer's report for February 2020.

Carried 9/0



Department of  
**Local Government, Sport  
and Cultural Industries**

## Information for local governments

### Proposed new laws and changes to the *Dog Act 1976* *Dog Amendment (Stop Puppy Farming) Bill 2020*

#### Background

The *Dog Amendment (Stop Puppy Farming) Bill 2020* (the Bill) has been introduced into Parliament after overwhelming support was received from Western Australians for the proposed reforms.

The Bill delivers on the State Government's commitment to Stop Puppy Farming, reform pet shops and improve the traceability of dogs.

#### What new laws are being proposed?

Currently, dog breeding in Western Australia is not regulated and, over the past few years, the community has raised concerns about the breeding of dogs.

As a result, the State Government is proposing to introduce mandatory dog sterilisation and dog breeder approval to regulate the breeding of dogs in WA.

A centralised registration system will also be introduced to assist local government authorities share information and monitor dog owners and breeders.

The State Government has also proposed to transition pet shops into adoption centres to help rehome unwanted dogs.

#### How will this benefit local government authorities?

Currently, local government authorities are unable to prevent irresponsible dog breeders from continuing to breed indiscriminately. This creates a burden on local government authorities that must rehome abandoned and surrendered puppies and dogs.

The intent of these provisions is to ensure local government authorities have the tools to deal with irresponsible dog breeders. These provisions will allow a local government to require a person to sterilise their dog or obtain an 'approval to breed' dogs.

If a local government cancels an 'approval to breed', they will be able to require a person to sterilise the dogs in their care.

The centralised database will reduce registration administration for local government authorities and provide accurate information on dogs (and cats) throughout the State to underpin enforcement. It should also facilitate an increase in compliance with registration. The fact that owners will be able to readily update details in the system should improve the accuracy of the information.

Registration fees will be reviewed to cover the ongoing costs of the system, with new fees for approvals to breed or supply dogs through a pet shop. These changes will not increase costs for local governments, and may result in savings.

## How will requiring people to have an 'approval to breed' dogs help stop puppy farming?

The introduction of a requirement for owners to obtain an 'approval to breed' dogs from their local government will allow local governments to:

- identify owners of dogs that are unsterilised and monitor their compliance with relevant legal requirements;
- cancel an owner's 'approval to breed' dogs if they breach the law, thereby shutting down their dog breeding operations;
- trace a dog back to its breeder if issues with puppies or dogs are identified, such as health concerns; and
- refuse to grant an 'approval to breed' dogs to a person who has been convicted of offences under certain laws.



### Centralised registration system

An online centralised registration system will be established. This aligns with previous requests from the local government sector and will improve the management of both dogs and cats in the State.

Owners will be able to apply to register their cats and dogs, supply documentation and make payment online. Local governments will approve the applications online and confirm the registration. Some people will still choose to do this by visiting their local government office.

The introduction of an online system will not only bring benefits of convenience to consumers but also to the local government.

All existing dog and cat registers in Western Australia that are currently maintained by local governments will be merged into the centralised registration system. The State Government will acquire and maintain the database, and work with local governments on the transfer of the data. More details will become available once the new system is acquired.

### New advertising and transfer requirements

Under the new legislation, dog owners will be required to provide their 'dog owner number' when advertising a dog and/or transferring a dog to a new owner. This unique number will be available through the centralised registration system.



### Pet shop approvals

Under the new legislation, pet shops that would like to supply dogs will need to obtain a pet shop approval from their local government. These pet shops will only be able to supply dogs that they have sourced from a refuge organisation that has obtained a 'dog supply approval' from the state government.

- Local governments will be responsible for assessing pet shop approval applications from pet shops in their district. Local governments will only be able to refuse an application on particular grounds set out in the legislation.
- Local governments will also be responsible for cancelling pet shop approvals when necessary.

The State government will be responsible for:

- assessing dog supply applications from refuges.
- cancelling dog supply approvals when necessary.

A dog management facility will be able to apply for 'approval to supply' dogs to an approved pet shop. More information is available in the [Transition of Pet Shops Fact Sheet](#).

The amendments to the Caravan Parks and Camping Grounds Amendment Regulations 2020 (Regulations) titled 'Manufactured homes and attachments'. The definition of 'manufactured home' recognises that a structure now exists within caravan parks that has been approved as a park home but does not comply with the statutory definition of a park home as articulated in the State Administrative Tribunal decision.

A 'manufactured home' is defined as a structure that is not a vehicle, train, vessel or aircraft, that is movable or capable of movement and fitted or designed for habitation. It must also have been located in a facility prior to 1 July 2019, so it does not include structures placed in a caravan park after this date. The Department of Local Government, Sport and Cultural Industries (the department) considers that this date provides a fair and appropriate transition time after awareness was raised of the State Administrative Tribunal decision handed down in October 2018.

Regulation 40B ensures that 'manufactured homes' are treated as if they were a park home, except for some provisions which are listed in the regulations.

There are also some consequential amendments to the language in the Regulations where necessary to make it clear that these 'manufactured homes' do not have wheels, are not capable of being towed but are capable of being moved on a site.

Under regulation 40C a person wishing to bring their 'manufactured home' onto a facility must show the local government and the licence holder of the facility the original certification, as specified in the regulations. If, for example, the certificates are no longer available, new certificates are required to certify the 'manufactured home' has been constructed in accordance with the Building Code and that the home is structurally sound and is able to be moved within 24 hours if required.

## Amendments to the Building Regulations 2012

A necessary consequential amendment is being made to the Building Regulations 2012 to extend the exemption from obtaining a building permit for park homes to 'manufactured homes'.

## More information

Guidance material in the form of the attached [frequently asked questions \(/local-government/community/caravan-parks-and-camping\)](#) has been prepared and will be available on the department's website.

For further information, please email [strategicinitiatives@dlgsc.wa.gov.au](mailto:strategicinitiatives@dlgsc.wa.gov.au) (<mailto:strategicinitiatives@dlgsc.wa.gov.au>).

Yours sincerely

Uncan Ord OAM  
Director General  
27 February 2020

## Related pages

[Caravan parks and camping](#) >

Page reviewed 3 Mar 2020



## Mandatory dog sterilisation

Under the new legislation, it will be mandatory for all dog owners to sterilise their dog by the time the dog reaches two years of age, unless it is otherwise exempt.

These provisions will only apply to dogs that are not registered with their local government when the legislation comes into effect. This may have the effect of improving compliance with registration before that date.

Exemptions from sterilisation for dogs will be similar to the existing cat provisions:

- a vet certifying that the procedure will have an adverse impact on the health and physical well-being of the dog and owners with an approval to breed.
- In addition, greyhounds registered with Racing and Wagering Western Australia (RWVA) and livestock working dogs (dogs that are bone fide used in droving or herding livestock) are exempt.

Under the new legislation, the registration period for unsterilised dogs will change to annual registrations only. This will be an annual reminder to owners and will increase revenue to local governments.



## Approval to breed dogs

Under the new legislation, dog owners will need to obtain an 'approval to breed' if they wish to breed from or not sterilise their dogs. An 'approval to breed' will be a one-off application. When granted, it will apply to all dogs, current and future, owned by that person while they reside in that district, unless otherwise cancelled.

An 'approval to breed' is, in effect, an approval to own unsterilised dogs – it has nothing to do with whether the owner is carrying on a business. This is similar to the effect of the existing 'approval to breed' for cat owners.

## Dealing with an 'approval to breed' dogs

A local government will be able to refuse an application on the grounds that the applicant:

- is under 18 years of age; or
- is a person convicted of an offence under the *Dog Act 1976*, *Cat Act 2011*, and *Animal Welfare Act 2002* in the previous five years; or
- does not have sufficient facilities, or access to sufficient facilities, to breed dogs in accordance with any standards under the *Animal Welfare Act 2002* or any other written law; or
- is not a fit or proper person to breed dogs.

A local government will be able to attach conditions to the 'approval to breed'.

An 'approval to breed' dogs can be cancelled by a local government if the dog owner who holds the 'approval to breed':

- requests that the approval is cancelled; or
- does not comply with a condition of the approval; or
- does not comply with a requirement under the *Dog Act 1976* or *Animal Welfare Act 2002*; or
- does not keep any dogs in the district of the local government.

The local government can also cancel an 'approval to breed' dogs for the same reasons that they can refuse an application for an 'approval to breed' dogs.

## Enforcement powers

In addition to the current enforcement powers under the *Dog Act 1976*, local government authorities will have additional investigative and enforcement powers under the *Dog Act 1976*:

- refuse or cancel a dog's registration if the dog is not sterilised and required to be sterilised under the *Dog Act 1976*;
- seize and detain an unsterilised dog in accordance with the *Dog Act 1976*, including obtaining a warrant to enter premises to seize an unsterilised dog;
- cause a dog to be sterilised that is meant to be sterilised in accordance with the process under the *Dog Act 1976*;
- require a holder of a pet shop approval or a dog supply approval to provide their records to the local government.

### How can I remain up to date?

For more information on the Stop Puppy Farming Project, visit the Department of Local Government, Sport and Cultural Industries website  
[www.dlgsc.wa.gov.au/stopuppyfarming](http://www.dlgsc.wa.gov.au/stopuppyfarming)

If you would like to receive regular communications about the Stop Puppy Farming Project, email [puppyfarming@dlgsc.wa.gov.au](mailto:puppyfarming@dlgsc.wa.gov.au) and request to be put on the Stop Puppy Farming email mailing list.

**Peter Webster**

**From:** Tonya Bailey <Tonya.Bailey@landgate.wa.gov.au>  
**Sent:** Wednesday, 11 March 2020 12:07 PM  
**To:** Peter Webster  
**Subject:** 2019 Job 1741 Notification of approval rename one road Collanilling  
**Attachments:** 2019 Job 1741 Approval to rena~oad to Stott Road Collanilling.PDF

Good Afternoon Peter,

Please find attached the approval to rename Ginn Road to Stott Road.

If there is anything else we can assist you with please don't hesitate to contact us.

Kind Regards,

**Tonya Bailey** | Senior Geospatial Information Officer  
 Location Data maintenance  
 Location Intelligence  
 Landgate  
 1 Midland Square, Midland WA 6056  
 t +61 (0)8 9273 7198  
 Addressing and Names enquiries t 9273 7200  
 e [address@landgate.wa.gov.au](mailto:address@landgate.wa.gov.au) e [geographicnames@landgate.wa.gov.au](mailto:geographicnames@landgate.wa.gov.au)  
 w [landgate.wa.gov.au](http://landgate.wa.gov.au)



Please consider the environment before printing this email.

*Landgate acknowledges the traditional owners of country throughout Western Australia and we pay our respects to their Elders past, present and future.*

*We acknowledge Noongar people as the original custodians of the land on which our Midland office sits.*

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Officer	Comment
Action Required	WORKS CEO
Information Only	
Actioned	
Scanned	

*PBB*

Reference: 06467-2019



# Geographic Naming Approval

0363645 XE

11 Mar 2020 11:38:44 Midland



DUPLICATE

The Shire of Wagin in their application, recorded as correspondence 2020-16439, has requested approval for an amendment to an existing road name to be applied. The Shire have asked to rename Ginn Road to Stott Road as shown on the attached map.

The Shire has requested the renaming and has carried out the appropriate community consultation for this request to be considered. There is no addressing affected by this change of road name. The name chosen is that of one of the early settlers within the area and is deemed a more suitable name choice. The origins details can be found at Document No. 2019-60567.

This naming proposal is considered appropriate.

Accordingly, your approval is requested for the following;

Amend Road Name – Collanilling

Rename the whole of Ginn Road to **STOTT ROAD** as depicted on the attached map, by Ministerial Order

GN174120

for Team Leader  
Location Data Maintenance  
Location Services  
Ref: 2019 Job 1741  
Date: 11<sup>th</sup> March 2020

**APPROVED**  
by Order of the Minister for Lands  
*Land Administration Act 1997*  
section 26 & 26A



**13. AGENDA ITEMS****13.1 LOCAL GOVERNMENT COMPLIANCE AUDIT RETURN 2019**

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:	20 <sup>th</sup> March 2020
PREVIOUS REPORT(S):	20 <sup>th</sup> March 2019
DISCLOSURE OF INTEREST:	N/A
FILE REFERENCE:	GR.SL.15
ATTACHMENTS:	2019 Compliance Audit Return

**BRIEF SUMMARY:**

Each year Council is required to undertake and adopt a Compliance Audit Return and submit it to the Department of Local Government, Sport and Cultural Industries.

**BACKGROUND:**

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

**COMMENT:**

The compliance Audit Return for the period 1 January 2019 to 31 December 2019 has been completed. There is a requirement for the document to be

- a) presented to a Council Meeting
- b) adopted by Council
- c) submitted to the Department by 31 March each year

The Audit Return has been completed by the CEO and Deputy CEO. A copy of the completed document is included in the Agenda for Council to review. No matters of concern are brought to Council's notice.

**CONSULTATION/COMMUNICATION:**

N/A

**STATUTORY/Legal IMPLICATIONS:**

Local Government Act 1995

**POLICY IMPLICATIONS:**

Nil

**FINANCIAL IMPLICATIONS:**

Nil

**STRATEGIC IMPLICATIONS:**

Nil

**VOTING REQUIREMENTS:**

Simple Majority

**4244 OFFICERS RECOMMENDATION & COUNCIL DECISION**

Moved: Cr. S M Chilcott

Seconded: Cr. G K B West

That Council adopt the Local Government Compliance Audit Return for the Shire of Wagin for the period 1<sup>st</sup> January to 31<sup>st</sup> December 2019.

Carried 9/0



Department of  
**Local Government, Sport  
 and Cultural Industries**

## Wagin - Compliance Audit Return 2019

### Certified Copy of Return

Please submit a signed copy to the Director General of the Department of Local Government, Sport and Cultural Industries together with a copy of section of relevant minutes.

Commercial Enterprises by Local Governments					
No	Reference	Question	Response	Comments	Respondent
1	s3.59(2)(a)(b)(c) F&G Reg 7,9	Has the local government prepared a business plan for each major trading undertaking in 2019?	N/A		Peter Webster
2	s3.59(2)(a)(b)(c) F&G Reg 7,10	Has the local government prepared a business plan for each major land transaction that was not exempt in 2019?	N/A		Peter Webster
3	s3.59(2)(a)(b)(c) F&G Reg 7,10	Has the local government prepared a business plan before entering into each land transaction that was preparatory to entry into a major land transaction in 2019?	N/A		Peter Webster
4	s3.59(4)	Has the local government complied with public notice and publishing requirements of each proposal to commence a major trading undertaking or enter into a major land transaction for 2019?	N/A		Peter Webster
5	s3.59(5)	Did the Council, during 2019, resolve to proceed with each major land transaction or trading undertaking by absolute majority?	N/A		Peter Webster



<b>Delegation of Power / Duty</b>					
<b>No</b>	<b>Reference</b>	<b>Question</b>	<b>Response</b>	<b>Comments</b>	<b>Respondent</b>
1	s5.16, 5.17, 5.18	Were all delegations to committees resolved by absolute majority?	N/A		Brian Roderick
2	s5.16, 5.17, 5.18	Were all delegations to committees in writing?	N/A		Brian Roderick
3	s5.16, 5.17, 5.18	Were all delegations to committees within the limits specified in section 5.17?	N/A		Brian Roderick
4	s5.16, 5.17, 5.18	Were all delegations to committees recorded in a register of delegations?	N/A		Brian Roderick
5	s5.18	Has Council reviewed delegations to its committees in the 2018/2019 financial year?	N/A		Brian Roderick
6	s5.42(1),5.43 Admin Reg 18G	Did the powers and duties of the Council delegated to the CEO exclude those as listed in section 5.43 of the Act?	Yes		Brian Roderick
7	s5.42(1)(2) Admin Reg 18G	Were all delegations to the CEO resolved by an absolute majority?	Yes		Brian Roderick
8	s5.42(1)(2) Admin Reg 18G	Were all delegations to the CEO in writing?	Yes		Brian Roderick
9	s5.44(2)	Were all delegations by the CEO to any employee in writing?	Yes		Brian Roderick
10	s5.45(1)(b)	Were all decisions by the Council to amend or revoke a delegation made by absolute majority?	N/A		Brian Roderick
11	s5.46(1)	Has the CEO kept a register of all delegations made under the Act to him and to other employees?	Yes		Brian Roderick
12	s5.46(2)	Were all delegations made under Division 4 of Part 5 of the Act reviewed by the delegator at least once during the 2018/2019 financial year?	Yes		Brian Roderick
13	s5.46(3) Admin Reg 19	Did all persons exercising a delegated power or duty under the Act keep, on all occasions, a written record as required?	Yes		Brian Roderick

<b>Disclosure of Interest</b>					
<b>No</b>	<b>Reference</b>	<b>Question</b>	<b>Response</b>	<b>Comments</b>	<b>Respondent</b>
1	s5.67	If a member disclosed an interest, did he/she ensure that they did not remain present to participate in any discussion or decision-making procedure relating to the matter in which the interest was disclosed (not including participation approvals granted under s5.68)?	Yes		Brian Roderick
2	s5.68(2)	Were all decisions made under section 5.68(1), and the extent of participation allowed, recorded in the minutes of Council and Committee meetings?	Yes		Brian Roderick



No	Reference	Question	Response	Comments	Respondent
3	s5.73	Were disclosures under section 5.65 or 5.70 recorded in the minutes of the meeting at which the disclosure was made?	Yes		Brian Roderick
4	s5.73	Where the CEO had an interest relating to a gift under section 5.71A(1), was written notice given to the Council?	N/A		Brian Roderick
5	s5.73	Where the CEO had an interest relating to a gift in a matter in respect of a report another employee is providing advice on under section 5.71A (3), was the nature of interest disclosed when the advice or report was provided?	N/A		Brian Roderick
6	s5.75(1) Admin Reg 22 Form 2	Was a primary return lodged by all newly elected members within three months of their start day?	Yes		Brian Roderick
7	s5.75(1) Admin Reg 22 Form 2	Was a primary return lodged by all newly designated employees within three months of their start day?	N/A		Brian Roderick
8	s5.76(1) Admin Reg 23 Form 3	Was an annual return lodged by all continuing elected members by 31 August 2019?	Yes		Brian Roderick
9	s5.76(1) Admin Reg 23 Form 3	Was an annual return lodged by all designated employees by 31 August 2019?	Yes		Brian Roderick
10	s5.77	On receipt of a primary or annual return, did the CEO, (or the Mayor/ President in the case of the CEO's return) on all occasions, give written acknowledgment of having received the return?	Yes		Brian Roderick
11	s5.88(1)(2) Admin Reg 28	Did the CEO keep a register of financial interests which contained the returns lodged under section 5.75 and 5.76?	Yes		Brian Roderick
12	s5.88(1)(2) Admin Reg 28	Did the CEO keep a register of financial interests which contained a record of disclosures made under sections 5.65, 5.70 and 5.71, in the form prescribed in Administration Regulation 28?	Yes		Brian Roderick
13	s5.89A Admin Reg 28A	Did the CEO keep a register of gifts which contained a record of disclosures made under section 5.71A, in the form prescribed in Administration Regulation 28A?	Yes		Brian Roderick
14	s5.88 (3)	Has the CEO removed all returns from the register when a person ceased to be a person required to lodge a return under section 5.75 or 5.76?	Yes		Brian Roderick
15	s5.88(4)	Have all returns lodged under section 5.75 or 5.76 and removed from the register, been kept for a period of at least five years, after the person who lodged the return ceased to be a council member or designated employee?	Yes		Brian Roderick



No	Reference	Question	Response	Comments	Respondent
16	s5.103 Admin Reg 34C & Rules of Conduct Reg 11	Where an elected member or an employee disclosed an interest in a matter discussed at a Council or committee meeting where there was a reasonable belief that the impartiality of the person having the interest would be adversely affected, was it recorded in the minutes?	Yes		Brian Roderick
17	s5.70(2)	Where an employee had an interest in any matter in respect of which the employee provided advice or a report directly to the Council or a Committee, did that person disclose the nature of that interest when giving the advice or report?	Yes		Brian Roderick
18	s5.70(3)	Where an employee disclosed an interest under s5.70(2), did that person also disclose the extent of that interest when required to do so by the Council or a Committee?	Yes		Brian Roderick
19	s5.103(3) Admin Reg 34B	Has the CEO kept a register of all notifiable gifts received by Council members and employees?	Yes		Brian Roderick

### Disposal of Property

No	Reference	Question	Response	Comments	Respondent
1	s3.58(3)	Was local public notice given prior to disposal for any property not disposed of by public auction or tender (except where excluded by Section 3.58(5))?	N/A		Peter Webster
2	s3.58(4)	Where the local government disposed of property under section 3.58(3), did it provide details, as prescribed by section 3.58(4), in the required local public notice for each disposal of property?	N/A		Peter Webster

### Elections

No	Reference	Question	Response	Comments	Respondent
1	Elect Reg 30G (1) (2)	Did the CEO establish and maintain an electoral gift register and ensure that all 'disclosure of gifts' forms completed by candidates and received by the CEO were placed on the electoral gift register at the time of receipt by the CEO and in a manner that clearly identifies and distinguishes the candidates?	Yes		Peter Webster
2	Elect Reg 30G(3) & (4)	Did the CEO remove any 'disclosure of gifts' forms relating to an unsuccessful candidate or a successful candidate that completed the term of office from the electoral gift register, and retain those forms separately for a period of at least 2 years?	N/A		Peter Webster



<b>Finance</b>						
<b>No</b>	<b>Reference</b>	<b>Question</b>	<b>Response</b>	<b>Comments</b>	<b>Respondent</b>	
1	s7.1A	Has the local government established an audit committee and appointed members by absolute majority in accordance with section 7.1A of the Act?	Yes		Brian Roderick	
2	s7.1B	Where a local government determined to delegate to its audit committee any powers or duties under Part 7 of the Act, did it do so by absolute majority?	Yes		Brian Roderick	
3	s7.3(1)	Was the person(s) appointed by the local government under s7.3(1) to be its auditor, a registered company auditor?	N/A	OAG	Brian Roderick	
4	s7.3(1), 7.6(3)	Was the person or persons appointed by the local government to be its auditor, appointed by an absolute majority decision of Council?	N/A	OAG	Brian Roderick	
5	Audit Reg 10	Was the Auditor's report(s) for the financial year(s) ended 30 June received by the local government within 30 days of completion of the audit?	Yes		Brian Roderick	
6	s7.9(1)	Was the Auditor's report for the financial year ended 30 June 2019 received by the local government by 31 December 2019?	Yes		Brian Roderick	
7	S7.12A(3)	Where the local government determined that matters raised in the auditor's report prepared under s7.9 (1) of the Act required action to be taken, did the local government, ensure that appropriate action was undertaken in respect of those matters?	Yes		Brian Roderick	
8	S7.12A (4)	Where the auditor identified matters as significant in the auditor's report (prepared under s7.9(1) of the Act), did the local government prepare a report stating what action had been taken or it intended to take with respect to each of the matters and give a copy to the Minister within 3 months after receipt of the audit report?	No		Brian Roderick	
9	S7.12A (5)	Within 14 days after the local government gave a report to the Minister under s7.12A(4)(b), did the CEO publish a copy of the report on the local government's official website?	Yes		Brian Roderick	
10	Audit Reg 7	Did the agreement between the local government and its auditor include the objectives of the audit?	Yes		Brian Roderick	
11	Audit Reg 7	Did the agreement between the local government and its auditor include the scope of the audit?	Yes		Brian Roderick	



No	Reference	Question	Response	Comments	Respondent
12	Audit Reg 7	Did the agreement between the local government and its auditor include a plan for the audit?	Yes		Brian Roderick
13	Audit Reg 7	Did the agreement between the local government and its auditor include details of the remuneration and expenses to be paid to the auditor?	Yes		Brian Roderick
14	Audit Reg 7	Did the agreement between the local government and its auditor include the method to be used by the local government to communicate with, and supply information to, the auditor?	Yes		Brian Roderick

**Integrated Planning and Reporting**

No	Reference	Question	Response	Comments	Respondent
1	s5.56 Admin Reg 19DA (6)	Has the local government adopted a Corporate Business Plan. If Yes, please provide adoption date of the most recent Plan in Comments?	No		Brian Roderick
2	s5.56 Admin Reg 19DA (4)	Has the local government reviewed the Corporate Business Plan in the 2018-2019 Financial Year. If Yes, please provide date of Council meeting the review was adopted at?	No		Brian Roderick
3	s5.56 Admin Reg 19C	Has the local government adopted a Strategic Community Plan. If Yes, please provide adoption date of the most recent Plan in Comments?	No		Brian Roderick
4	s5.56 Admin Reg 19C (4)	Has the local government reviewed the current Strategic Community Plan. If Yes, please provide date of most recent review by Council in Comments.  Note: If the current Strategic Community Plan was adopted after 1/1/2016, please respond N/A and provide adoption date in Comments?	N/A	19th June 2018	Brian Roderick
5	S5.56 Admin Reg 19DA (3)	Has the local government developed an Asset Management Plan(s) that covers all asset classes. If Yes, please provide the date of the most recent Plan adopted by Council in Comments?	Yes	19th June 2018	Brian Roderick
6	S5.56 Admin Reg 19DA (3)	Has the local government developed a Long Term Financial Plan. If Yes, please provide the adoption date of the most recent Plan in Comments?	Yes	19th June 2018	Brian Roderick
7	S5.56 Admin Reg 19DA (3)	Has the local government developed a Workforce Plan. If Yes, please provide adoption date of the most recent Plan in comments?	Yes	2013	Brian Roderick



<b>Local Government Employees</b>					
<b>No</b>	<b>Reference</b>	<b>Question</b>	<b>Response</b>	<b>Comments</b>	<b>Respondent</b>
1	Admin Reg 18C	Did the local government approve the process to be used for the selection and appointment of the CEO before the position of CEO was advertised?	Yes		Peter Webster
2	s5.36(4) s5.37(3), Admin Reg 18A	Were all vacancies for the position of CEO and other designated senior employees advertised and did the advertising comply with s.5.36(4), 5.37(3) and Admin Reg 18A?	Yes		Peter Webster
3	Admin Reg 18F	Was the remuneration and other benefits paid to a CEO on appointment the same remuneration and benefits advertised for the position of CEO under section 5.36(4)?	Yes		Peter Webster
4	Admin Regs 18E	Did the local government ensure checks were carried out to confirm that the information in an application for employment was true (applicable to CEO only)?	Yes		Peter Webster
5	s5.37(2)	Did the CEO inform Council of each proposal to employ or dismiss a designated senior employee?	N/A		Peter Webster



<b>Official Conduct</b>					
<b>No</b>	<b>Reference</b>	<b>Question</b>	<b>Response</b>	<b>Comments</b>	<b>Respondent</b>
1	s5.120	Where the CEO is not the complaints officer, has the local government designated a senior employee, as defined under s5.37, to be its complaints officer?	N/A	CEO Complaints Officer	Brian Roderick
2	s5.121(1)	Has the complaints officer for the local government maintained a register of complaints which records all complaints that result in action under s5.110(6)(b) or (c)?	Yes		Brian Roderick
3	s5.121(2)(a)	Does the complaints register maintained by the complaints officer include provision for recording of the name of the council member about whom the complaint is made?	Yes		Brian Roderick
4	s5.121(2)(b)	Does the complaints register maintained by the complaints officer include provision for recording the name of the person who makes the complaint?	Yes		Brian Roderick
5	s5.121(2)(c)	Does the complaints register maintained by the complaints officer include provision for recording a description of the minor breach that the standards panel finds has occurred?	No		Brian Roderick
6	s5.121(2)(d)	Does the complaints register maintained by the complaints officer include the provision to record details of the action taken under s5.110(6)(b) or (c)?	Yes		Brian Roderick



<b>Optional Questions</b>					
<b>No</b>	<b>Reference</b>	<b>Question</b>	<b>Response</b>	<b>Comments</b>	<b>Respondent</b>
1	Financial Management Reg 5 (2)(c)	Did the CEO review the appropriateness and effectiveness of the local government's financial management systems and procedures in accordance with Local Government (Financial Management) Regulation 5 (2)(c) within the 3 years prior to 31 December 2019? If yes, please provide date of Council resolution in comments?	No		Peter Webster
2	Audit Reg 17	Did the CEO review the appropriateness and effectiveness of the local government's systems and procedures in relation to risk management, internal control and legislative compliance in accordance with Local Government (Audit) Regulation 17 within the 3 years prior to 31 December 2019? If yes, please provide date of Council resolution in comments?	No		Peter Webster
3	Financial Management Reg 5A.	Did the local government provide AASB 124 related party information in its annual report(s) tabled at an electors meeting(s) during calendar year 2019?	Yes		Peter Webster
4	S6.4(3)	Did the local government submit to its auditor by 30 September 2019 the balanced accounts and annual financial report for the year ending 30 June 2019?	Yes		Peter Webster

<b>Tenders for Providing Goods and Services</b>					
<b>No</b>	<b>Reference</b>	<b>Question</b>	<b>Response</b>	<b>Comments</b>	<b>Respondent</b>
1	s3.57 F&G Reg 11	Did the local government invite tenders on all occasions (before entering into contracts for the supply of goods or services) where the consideration under the contract was, or was expected to be, worth more than the consideration stated in Regulation 11(1) of the Local Government (Functions & General) Regulations (Subject to Functions and General Regulation 11(2))?	Yes		Peter Webster
2	F&G Reg 12	Did the local government comply with F&G Reg 12 when deciding to enter into multiple contracts rather than inviting tenders for a single contract?	N/A		Peter Webster
3	F&G Reg 14(1) & (3)	Did the local government invite tenders via Statewide public notice?	Yes		Peter Webster
4	F&G Reg 14 & 15	Did the local government's advertising and tender documentation comply with F&G Regs 14, 15 & 16?	Yes		Peter Webster



Department of  
**Local Government, Sport  
and Cultural Industries**

No	Reference	Question	Response	Comments	Respondent
5	F&G Reg 14(5)	If the local government sought to vary the information supplied to tenderers, was every reasonable step taken to give each person who sought copies of the tender documents or each acceptable tenderer, notice of the variation?	Yes		Peter Webster
6	F&G Reg 16	Did the local government's procedure for receiving and opening tenders comply with the requirements of F&G Reg 16?	Yes		Peter Webster
7	F&G Reg 18(1)	Did the local government reject the tenders that were not submitted at the place, and within the time specified in the invitation to tender?	Yes		Peter Webster
8	F&G Reg 18 (4)	In relation to the tenders that were not rejected, did the local government assess which tender to accept and which tender was most advantageous to the local government to accept, by means of written evaluation criteria?	Yes		Peter Webster
9	F&G Reg 17	Did the information recorded in the local government's tender register comply with the requirements of F&G Reg 17 and did the CEO make the tenders register available for public inspection?	Yes		Peter Webster
10	F&G Reg 19	Did the CEO give each tenderer written notice advising particulars of the successful tender or advising that no tender was accepted?	Yes		Peter Webster
11	F&G Reg 21 & 22	Did the local governments advertising and expression of interest documentation comply with the requirements of F&G Regs 21 and 22?	Yes		Peter Webster
12	F&G Reg 23(1)	Did the local government reject the expressions of interest that were not submitted at the place and within the time specified in the notice?	N/A		Peter Webster
13	F&G Reg 23(4)	After the local government considered expressions of interest, did the CEO list each person considered capable of satisfactorily supplying goods or services?	N/A		Peter Webster
14	F&G Reg 24	Did the CEO give each person who submitted an expression of interest, a notice in writing in accordance with Functions & General Regulation 24?	N/A		Peter Webster
15	F&G Reg 24AC (1) & (2)	Has the local government established a policy on procurement of goods and services from pre-qualified suppliers in accordance with the regulations?	N/A		Peter Webster
16	F&G Reg 24AD(2)	Did the local government invite applicants for a panel of pre-qualified suppliers via Statewide public notice?	N/A		Peter Webster
17	F&G Reg 24AD(4) & 24AE	Did the local government's advertising and panel documentation comply with F&G Regs 24AD(4) & 24AE?	N/A		Peter Webster



No	Reference	Question	Response	Comments	Respondent
18	F&G Reg 24AF	Did the local government's procedure for receiving and opening applications to join a panel of pre-qualified suppliers comply with the requirements of F&G Reg 16 as if the reference in that regulation to a tender were a reference to a panel application?	N/A		Peter Webster
19	F&G Reg 24AD(6)	If the local government sought to vary the information supplied to the panel, was every reasonable step taken to give each person who sought detailed information about the proposed panel or each person who submitted an application, given notice of the variation?	N/A		Peter Webster
20	F&G Reg 24AH(1)	Did the local government reject the applications to join a panel of pre-qualified suppliers that were not submitted at the place, and within the time specified in the invitation for applications?	N/A		Peter Webster
21	F&G Reg 24AH(3)	In relation to the applications that were not rejected, did the local government assess which application (s) to accept and which application(s) were most advantageous to the local government to accept, by means of written evaluation criteria?	N/A		Peter Webster
22	F&G Reg 24AG	Did the information recorded in the local government's tender register about panels of pre-qualified suppliers, comply with the requirements of F&G Reg 24AG?	N/A		Peter Webster
23	F&G Reg 24AI	Did the CEO send each person who submitted an application, written notice advising if the person's application was accepted and they are to be part of a panel of pre-qualified suppliers, or, that the application was not accepted?	N/A		Peter Webster
24	F&G Reg 24E	Where the local government gave a regional price preference, did the local government comply with the requirements of F&G Reg 24E including the preparation of a regional price preference policy?	N/A		Peter Webster
25	F&G Reg 24F	Did the local government comply with the requirements of F&G Reg 24F in relation to an adopted regional price preference policy?	N/A		Peter Webster
26	F&G Reg 11A	Does the local government have a current purchasing policy that comply with F&G Reg 11A(3) in relation to contracts for other persons to supply goods or services where the consideration under the contract is, or is expected to be, \$150,000 or less?	Yes		Peter Webster



Department of  
**Local Government, Sport  
and Cultural Industries**

No	Reference	Question	Response	Comments	Respondent
27	F&G Reg 11A	Did the local government comply with it's current purchasing policy in relation to the supply of goods or services where the consideration under the contract is, or is expected to be \$150,000 or less or worth \$150,000 or less?	Yes		Peter Webster

I certify this Compliance Audit return has been adopted by Council at its meeting on \_\_\_\_\_

\_\_\_\_\_  
Signed Mayor / President, Wagin

\_\_\_\_\_  
Signed CEO, Wagin

## 13.2 REVIEW OF COUNCIL NUMBERS

PROPONENT:	Cr Greg Ball
OWNER:	Shire of Wagin
LOCATION/ADDRESS:	Shire of Wagin
AUTHOR OF REPORT:	Chief Executive Officer
SENIOR OFFICER:	Chief Executive Officer
DATE OF REPORT:	16 <sup>th</sup> March 2020
PREVIOUS REPORT(S):	Nil
DISCLOSURE OF INTEREST:	Nil
FILE REFERENCE:	GV.CO.3
ATTACHMENTS:	Nil

### BRIEF SUMMARY:

Council is to conduct review of Council numbers on a regular basis, however before a decision can be made Council must first advertise the proposal to review Councillors numbers by seeking public comment on the matter

### BACKGROUND/COMMENT

Cr Ball has asked that this matter regarding Council numbers be raised for consideration. The CEO has looked at the number of Councillors across the State which he believes is of interest.

Council numbers range from 5 in one Council with 15 being the highest.

The numbers can be broken down as follows: -

a.	5 -6	Councillors	13
b.	7	Councillors	36
c.	8	Councillors	24
d.	9	Councillors	39
e.	10 -15	Councillors	28

Council currently budgets \$98,330 directly on 11 councillors, if the number was reduced to 9 the cost could drop by \$10,000???

Advice indicates that during the Oct 2021 election cycle, Council would be calling nominations to fill 4 seats only. There is no need for a complete spill of Council, however Council must first call for public submission on the proposal. This comment period is for 6 weeks which will result in Council deciding on the matter in mid 2020

I have attached info about representation reviews from the department website <https://www.dlqc.wa.gov.au/AboutUs/Pages/LGAB.aspx>

### CONSULTATION/COMMUNICATION

Nil – Not at this time. Public will be invited to make comment on the proposal.

### STATUTORY/LEGAL IMPLICATIONS:

Reduction in Council numbers



**POLICY IMPLICATIONS:**

Nil

**FINANCIAL IMPLICATIONS:**

Nil

**STRATEGIC IMPLICATIONS:**

**VOTING REQUIREMENTS:**

Simple

**4245 OFFICER RECOMMENDATION & COUNCIL DECISION**

Moved: Cr. G K B West

Seconded: Cr. B L Kilpatrick

That the Shire of Wagin

- a) Advises the Wagin community that it is considering a reduction of numbers of Elected Members from eleven (11) to nine (9) that would come into effect at the October 2021 Local Government Elections.
- b) That Council calls for public submissions regarding the reduction in Council numbers which will close 6 weeks after first advertised
- c) That the proposal be advertised in the Wagin Wool Press and Narrogin Observer

Carried 5/4

**Note:** Cr Chilcott declared an interest in this item and left the meeting at 8.28 pm

### 13.3 DEVELOPMENT APPLICATION – 20 TAVISTOCK STREET, WAGIN / CONTAINER DEPOSIT SCHEME

PROPONENT:	Leon Antonio
OWNER:	Shire of Wagin
LOCATION/ADDRESS:	20 Tavistock Street, Wagin
AUTHOR OF REPORT:	Chief Executive Officer
SENIOR OFFICER:	Chief Executive Officer
DATE OF REPORT:	19 <sup>th</sup> March 2020
PREVIOUS REPORT(S):	Nil
DISCLOSURE OF INTEREST:	Nil
FILE REFERENCE:	LP.NO.3 & A574
ATTACHMENTS:	Letter and Application

**BRIEF SUMMARY:** Seeking approval to operate a Contain Deposit Scheme (CDS) collection depot from this address

#### BACKGROUND/COMMENT

The State Government will be introducing the CDS in early June 2020.

Various collection points have been established around the state. The operators of the Wagin radio station, Mr N Chilcott intends operating as a CDS collection depot out of the business located at 20 Tavistock Street.

Bottles and cans will be collected and stored at this location, with the empty items being collected at regular intervals about each 2 weeks.

Under Councils Town Planning Scheme the proposed Depot / collection use is shown as an “AA” use meaning Council approval is required for this activity to be undertaken.

The collection point will operate for a minimum of 16 hours per week including a period over a weekend.

I do not see any conflict with any other business in the area and will allow Wagin to participate in the container deposit scheme.

They are not sure of volumes at this time but Great Southern Waste has advised that about 2,500 – 3,000 items would be collected each 2 weeks.

I believe the following conditions should apply: -

- 1) All collected items should be stored within the building located at 20 Tavistock St Wagin
- 2) Operation of the facility is to be during day light hours only
- 3) Provision of a traffic management plan to the CEO
- 4) The site to be kept clean and tidy and any broken glass to be disposed of off site

- 5) Any damage to footpath and or crossover to be repaired at owners expense
- 6) Council to review the approval after a 12 month period should the need arise

**CONSULTATION/COMMUNICATION**

Shire CEO

**STATUTORY/LEGAL IMPLICATIONS:**

Nil

**POLICY IMPLICATIONS:**

Nil

**FINANCIAL IMPLICATIONS:**

Nil

**STRATEGIC IMPLICATIONS:**

Nil

**VOTING REQUIREMENTS:**

Simple

**4246 OFFICERS RECOMMENDATION & COUNCIL DECISION**

Moved: Cr. B L Kilpatrick

Seconded: Cr. L A Lucas

That approval be given to Mr L Antonio to operate a Container Deposit Scheme collection point from 20 Tavistock St Wagin with the following conditions:-

- 1) All collected items should be stored within the building located at 20 Tavistock St Wagin
- 2) Operation of the facility is to be during day light hours only
- 3) Provision of a traffic management plan to the CEO
- 4) The site to be kept clean and tidy and any broken glass to be disposed of off site
- 5) Any damage to footpath and or crossover to be repaired at owners expense
- 6) Council to review the approval after a 12 month period should the need arise

Carried 8/0

**Note:** Cr Chilcott returned to the meeting at 8.30 pm.

Leon Ross Antonio  
 20 Tavistock Street  
 Wagin WA 6315  
 0427 211 050

SHIRAZ  
 19 MAR 2020  
 RECEIVED

Wagin Shire Council  
 Arthur Road  
 Wagin WA 6315

18 March 2020

Good Morning / Afternoon,

I am the owner of 20 Tavistock Street Wagin and it is my intent with this letter to request the additional use of this property as a Depot for Recycled Liquid Containers as part of the Container Deposit Scheme, Containers for Change.

This is a commercial premises that houses some existing businesses including the radio station operating as Radio Great Southern.

As part of the planned project that will be run by my sister Sherryl Chilcott under her business All Good Business that once this project goes ahead will be known as All Good Recycle the plan is to:

- Receive and Refund listed items as per Containers for Change project
- All items to be received must be clean, dry and show the logo 10c Refund
- Items will be stored in approved sections and barriers within the building
- Nothing is to be stored outside the building
- We will be using existing parking with no change required to existing road infrastructure
- There will be no storage of any other items as part of this scheme other than listed
- Recycled items collected under the scheme will be cleared regularly in line with procedures set up by governing body WARRRL, I believe this clearance to be completed fortnightly.
- We have adequate infrastructure including access to toilets for users of the facility

As my work requires me to be in an environment that is unfriendly to technology, should you have any further enquiries then please contact my representative Sherryl Chilcott 0427 717 680 to whom I give full authority to discuss this and any other items relative to this building.

With regards,



Leon Antonio  
 Owner  
 20 Tavistock Street  
 Wagin WA 6315

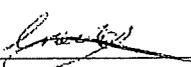
Officer		Comment
Action Required		CEO.
Information Only		
Actioned		
Scanned		



SHIRE OF WAGIN  
LOCAL PLANNING SCHEME NO.2



**APPLICATION FOR DEVELOPMENT APPROVAL**

<b>Owner Details – Attach a separate sheet where there are more than two landowners</b>		
Name/s: Leon Ross Antonio		
ABN (if applicable):		
Address: PO Box 43 112 Forresthill Road Katanning Postcode: 6317		
Phone: 0427211050 (work): (home): (mobile): 0427211050	Fax: 98612784	E-mail: leon.antonio@bigpond.com
Contact person: Sherryl Chilcott		
Signature: 		Date: 18-3-2020
Signature:		Date:
<p><i>NOTE: The signature of all registered owner(s) is required on all applications. This application will not proceed without the required signature/s. For the purposes of signing this application an owner includes the persons referred to in the Planning and Development (Local Planning Schemes) Regulations 2015 Schedule 2 clause 62(2).</i></p>		
<b>Applicant Details</b>		
Name:		
Address:		
Postcode:		
Phone: (work): (home): (mobile):	Fax:	E-mail:
Contact person for correspondence:		
The information and plans provided with this application may be made available by the local government for public viewing in connection with the application. <input type="checkbox"/> Yes <input type="checkbox"/> No		
Signature:		Date:



<b>Property Details – Details must match those shown on the Certificate/s of Title</b>		
Lot No:	House/Street No: 20	Location No:
Diagram or Plan No:	Certificate of Title Volume No:	Folio No:
Title encumbrances (e.g. easements, restrictive covenants):		
Street name: Tavistock St	Suburb: Wagin	
Nearest street intersection: Usil Lane		
<b>Proposed Development:</b>		
Nature of development: <input type="checkbox"/> Works (New construction works with no change of land use) <input checked="" type="checkbox"/> Use (Change of use of land with no construction works) <input type="checkbox"/> Works and Use		
<i>NOTE: If the proposal involves advertising signage the Additional Information for Development Approval for Advertisements form must be completed and submitted with this application.</i>		
Is an exemption from development claimed for part of the development? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
If yes, is the exemption for: <input type="checkbox"/> Works <input type="checkbox"/> Use		
Description of proposed works and/or land use: Use of building as depot for container deposit scheme		
Description of exemption claimed (if relevant):		
Nature of any existing buildings and/or land use:		
Approximate cost of proposed development:		
Estimated time of completion:		
<b>OFFICE USE ONLY</b>		
Acceptance Officer's Initials:	Date received:	
Local government reference no:		

*PBB*

**13.4 LATE ITEM - COVID 19 SPECIAL PAID LEAVE**

PROPONENT:	Shire of Wagin
OWNER:	N/A
LOCATION/ADDRESS:	Shire of Wagin
AUTHOR OF REPORT:	Deputy Chief Executive Officer
SENIOR OFFICER:	Chief Executive Officer
DATE OF REPORT:	24 <sup>th</sup> March 2020
PREVIOUS REPORT(S):	N/A
DISCLOSURE OF INTEREST:	The Author of report is a staff member
FILE REFERENCE:	N/A
ATTACHMENTS:	Nil

**BRIEF SUMMARY:**

Council to authorise special paid leave for all staff during the COVID-19 virus pandemic.

**BACKGROUND/COMMENT:**

In response to the COVID-19 virus pandemic, unprecedented measures require implementation to assist Shire staff to deal with and cope with this unparalleled crisis event.

Shire Staff may require time off work due to the following scenarios forced upon staff by the virus outbreak:

- have contracted the virus themselves;
- who have to self-isolate;
- need to care for a dependent who has the virus or because of school closure or disruption to other care arrangements; or
- If the Federal Government mandates the closure of Council facilities or a complete shut-down on non-essential work, forcing staff to stay home.

At present the Local Government Awards do not countenance the present situation and so there are no guidelines to be drawn from that source.

The McGowan State Government has introduced COVID-19 leave for public sector workers as per the following:

- Up to 20 days paid leave available to public sector workers in response to COVID-19
- COVID-19 leave to provide a safe work environment and assist to reduce the spread of the virus

The McGowan Government will introduce 'COVID-19 leave' for all Western Australian public sector workers to make sure those who are sick stay home, ensuring a safe work environment and helping to reduce the spread of the virus.

Up to 20 days' leave will be available to all public sector employees whose paid personal, carers, or sick leave entitlements are exhausted. This will not affect an employee's annual leave or long service leave.

Other Local Government Authorities have decided to provide 10 days additional leave in response to COVID-19, these days are on top of their normal personal leave accruals.

Any new special leave provisions should also be made available to casuals who do not accrue personal or annual leave, however any leave paid could be paid at the ordinary rate without the casual loading.

If staff are forced to stay home, some staff may be able to carry out some of their duties from home, where this is possible it will be encouraged and paid as work hours completed.

The Shire of Wagin is in a sound financial position to offer this additional paid leave to all staff, particularly on the basis that wages are budgeted for the year and Council is not reliant on further incomes to expend the wages.

Management is recommending the following:

That Council introduce 'COVID-19 leave' for all Shire permanent and casual workers to make sure those who are sick stay home, ensuring a safe work environment and helping to reduce the spread of the virus. Also, for those staff that need to care for immediate family members and if the Federal Government mandate the closure of Council facilities or a complete shut-down on non-essential work, forcing staff to stay home.

Up to **10** days' COVID-19 leave will be available to all employees whose paid personal, carers, or sick leave entitlements are exhausted. This will not affect an employee's annual leave or long service leave.

Staff will be able to access their annual leave or entitled long service leave once all personal leave and CoVid-19 leave has been utilised.

It is vital that Council look after the needs of staff in this time of great uncertainty and very trying circumstances.

**CONSULTATION/COMMUNICATION:**

Chief Executive Officer  
Mike Fitzgerald – Fitzgerald Strategies

**STATUTORY/LEGAL IMPLICATIONS:**

Local Government Act 1995

**POLICY IMPLICATIONS:**

Nil

**FINANCIAL IMPLICATIONS:**

Council Budget 2019/2020

**STRATEGIC IMPLICATIONS:**

Nil

**VOTING REQUIREMENTS:**

Simple Majority

**4247 OFFICERS RECOMMENDATION & COUNCIL DECISION**

Moved: Cr. S M Chilcott

Seconded: Cr. W J Longmuir

That Council:

Introduce and authorise paid 'COVID-19 leave' for all Shire permanent and casual workers to make sure those who are sick stay home, ensuring a safe work environment and helping to reduce the spread of the virus. Also, for those staff that need to care for immediate family members and if the Federal Government mandate the closure of of Council facilities or a complete shut-down on non-essential work, forcing staff to stay home.

Allow up to **10** days' paid COVID-19 leave be available to all employees whose paid personal, carers, or sick leave entitlements are exhausted. This will not affect an employee's annual leave or long service leave.

The CEO to authorise all applications for paid Covid-19 Leave.

Carried 9/0

**14. ANNOUNCEMENTS OF PRESIDENT AND COUNCILLORS**

## a) Elected Members

Shire President advised he thought the 2020 Woolorama was very successful, great weather and very good numbers in attendance. He wished to pass on his congratulations to the Wagin Agricultural Society Committee.

A meeting was held with local Health Care personnel, Police, and Shire staff regarding the Covid – 19 pandemic. The LEMC Committee will meet shortly discuss the Shire, Emergency services and community's response to the pandemic.

There needs to be a consistent message out to the Community – the 1800 Covid hotline will need to be advertised on the SAM trailer.

## b) Officer's

The CEO advised if there was a positive case at the Shire Office / Depot –there would be a mandatory 14 day isolation period, resulting in the closure of either facility.

There are now two Administration staff members working from home most of the Depot staff are working on their own.

If any mandatory government enforced closures, then we would only be essential services carried out by a skeleton works crew.

**15. URGENT BUSINESS INTRODUCED BY DECISION OF THE MEETING****CEO, Peter Webster Retirement****4248 COUNCIL DECISION**

Moved: Cr. B L Kilpatrick

Seconded: Cr. G K B West

On behalf of Council, Cr Kilpatrick congratulated and thanked the CEO, Peter Webster on his distinguished career in Local Government and seven years of work and dedication to the Shire of Wagin in his role as the CEO.

Carried 9/0

**16. CONFIDENTIAL BUSINESS AS PER LOCAL GOVERNMENT ACT s5.23(2)**

*Under the Local Government Act 1995, Part 5, and Section 5.23, states in part:*

*(2) If a meeting is being held by Council or by a committee referred to in subsection (1)(b), the Council or committee may close to members of the public the meeting, or part of the meeting, if the meeting or the part of the meeting deals with any of the following:*

- (a) a matter affecting an employee or employees;*
- (b) the personal affairs of any person;*
- (c) a contract entered in to, or which may be entered into, by the local government and which relates to a matter to be discussed at the meeting;*
- (d) legal advice obtained, or which may be obtained, by the local government and which relates to a matter to be discussed at the meeting;*
- (e) a matter that if disclosed, would reveal:
  - (i) a trade secret;*
  - (ii) information that has a commercial value to a person; or*
  - (iii) information about the business, professional, commercial or financial affairs of a person;**

*Where the trade secret or information is held by, or is about, a person other than the local government.*

- (f) a matter that if disclosed, could be reasonably expected to:
  - (i) impair the effectiveness of any lawful method or procedure for preventing, detecting, investigating or dealing with any contravention or possible contravention of the law;*
  - (ii) endanger the security of the local government's property; or*
  - (iii) prejudice the maintenance or enforcement of any lawful measure for protecting public safety;**
- (g) information which is the subject of a direction given under section 23(1a) of the Parliamentary Commissioner Act 1981; and*
- (h) such other matters as may be prescribed.*

**4249 COUNCIL DECISION**

Moved: Cr. G K B West

Seconded: Cr. S M Chilcott

That Council close the meeting to the public at pursuant to sub section 5.23 (a) and (d) of the Local Government Act 1995.

Carried 9/0

**16.1 ACTING CHIEF EXECUTIVE OFFICER – APPOINTMENT**

PROPONENT:	Shire President
OWNER:	Shire of Wagin
LOCATION/ADDRESS:	Shire of Wagin
AUTHOR OF REPORT:	Shire President
SENIOR OFFICER:	Chief Executive Officer
DATE OF REPORT:	16 <sup>th</sup> March 2020
PREVIOUS REPORT(S):	21 <sup>st</sup> January 2020
DISCLOSURE OF INTEREST:	Nil
FILE REFERENCE:	PE.RE.65
ATTACHMENTS:	ACEO Contract

**4250 OFFICERS RECOMMENDATION & COUNCIL DECISION**

Moved: Cr. S M Chilcott

Seconded: Cr. B L Kilpatrick

That Council rescind Resolution **No.4209** from the February 2020 Council meeting.

Carried 9/0

**APPOINTMENT OF ACTING CHIEF EXECUTIVE OFFICER****4251 OFFICERS RECOMMENDATION & COUNCIL DECISION**

Moved: Cr. S M Chilcott

Seconded: Cr. G K B West

1) That Mr William (Bill) Atkinson be appointed as Acting Chief Executive Officer of the Shire of Wagin from the 25<sup>th</sup> April 2020 for a period of up to 12 months

2) Acting Chief Executive Officer – Contract

That Council endorses the Acting Chief Executive Officers Contract of Employment which now shows the removal of Clause 7.42 & Clause 7.54 from the original document

Carried 9/0

