



# **PUBLIC AGENDA**

## **ORDINARY COUNCIL MEETING**



*Image by Sheldon Cox*

**15 JULY 2021**

Commencing at 4pm in the  
Shire of Wyalkatchem Council Chambers  
27 Flint Street, Wyalkatchem

## **NOTICE OF COUNCIL MEETING**

The next Ordinary Meeting of the Wyalkatchem Shire Council will be held on Thursday 15 July 2021 in the Council Chambers, 27 Flint Street Wyalkatchem, commencing at 4pm.

An Agenda for this meeting will be made available from the Shire Administration Office and on our website [www.wyalkatchem.wa.gov.au](http://www.wyalkatchem.wa.gov.au)

## **ORDER OF EVENTS**

**Thursday, 15 July 2021**

<b>3:15pm</b>	<b>Citizenship Ceremony</b>
<b>4:00pm</b>	<b>Ordinary Meeting of Council followed by Workshop and refreshments.</b>

I have reviewed this agenda.

I am aware of all recommendations made to Council, and I support each as presented.

**Peter Klein**

**CHIEF EXECUTIVE OFFICER**

## **DISCLAIMER**

*No responsibility whatsoever is implied or accepted by the Shire of Wyalkatchem for any act, omission or statement or intimation occurring during this meeting. It is strongly advised that persons do not act on what is heard at this meeting and should only rely on written confirmation of Council's decisions, which will be provided within ten days of this meeting.*

## **DISCLOSURE OF INTEREST**

Councillors and staff are reminded of the requirements of section 5.65 of the *Local Government Act 1995*, to disclose any interest or perceived interest in any matter to be discussed during a meeting, and also the requirement to disclose any item affecting impartiality.

### Financial Interest:

Under section 5.60A of the *Local Government Act 1995*, a person is said to have a financial interest in a matter if it is reasonable to expect that the matter will, if dealt with by the Local Government in a particular way, result in a financial gain, loss, benefit or detriment for the person.

### Proximity Interest:

Under section 5.60B of the *Local Government Act 1995*, a person is said to have a proximity interest in a matter if the matter concerns a proposed change to a planning scheme affecting land that adjoins the person's land; a proposed change to the zoning or use of land that adjoins the person's land; or a proposed development of land that adjoins the person's land.

### Impartiality Interest:

To maintain transparency, it is important to disclose all interests, including impartiality interests which include interests arising from kinship, friendship and membership of associations. If it is possible that your vote on a matter may be perceived as impartial, you should disclose your interest.

### Disclosing an Interest:

Disclosures must be made, in writing, to the Chief Executive Officer prior to the meeting at which the matter in which you have an interest is to be discussed.

If you disclose a Financial or Proximity Interest, you must leave the room while the matter is discussed and voted on. Only after a decision has been reached may you return to the meeting, at which time the Presiding Person will inform you of Council's decision on the matter.

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**1. DECLARATION OF OPENING**

**2. PUBLIC QUESTION TIME**

- 2.1. Response to Public Questions Previously Taken on Notice**
- 2.2. Declaration of Public Question Time opened**
- 2.3. Declaration of Public Question Time closed**

**3. ATTENDANCE, APOLOGIES, LEAVE OF ABSENCE**

- 3.1. Attendance**
- 3.2. Apologies**
- 3.3. Approved Leave of Absence**
- 3.4. Applications for Leave of Absence**

**4. OBITUARIES**

**5. PETITIONS, DEPUTATIONS, PRESENTATIONS**

- 5.1. Petitions**
- 5.2. Deputations**
- 5.3. Presentations – Diane Morgan - Wheatbelt Agcare**
  - A presentation and discussion on services provided in the Wyalkatchem district.

**6. DECLARATIONS OF INTEREST**

- 6.1. Financial and Proximity Interest**
- 6.2. Impartiality Interests**

**7. CONFIRMATION AND RECEIPT OF MINUTES**

**7.1. Confirmation of Minutes**

**7.1.1. Ordinary Meeting of Council – 16 June 2021**

Minutes of the Shire of Wyalkatchem Ordinary Meeting held on Thursday 16 June 2021 ([Attachment 7.1.1](#))

**OFFICER RECOMMENDATION:**

*That the minutes of the Shire of Wyalkatchem Ordinary Meeting of Council of Thursday 16 June 2021 (Attachment 7.1.1) be confirmed as a true and correct record.*

**7.2. Receipt of Minutes**

**7.2.1. NEWROC Council Minutes – 29 June 2021**

Minutes of the NEWROC Council Meeting held on Tuesday 29 June 2021

[\(Attachment 7.2.1\)](#)

**OFFICER RECOMMENDATION:**

*That the minutes of the NEWROC Council Meeting of Tuesday 29 June 2021*

*(Attachment 7.2.1) be received by Council*

**8. ANNOUNCEMENTS BY THE PRESIDING PERSON WITHOUT DISCUSSION**

**9. MATTERS FOR WHICH THE MEETING MAY BE CLOSED**

**9.1. (14.1) Overdue Rates and Charges**

**9.2. (14.2) NEWROC Proceedings**

**9.3. (14.3) Property Acquisition**

## 10. REPORTS

### 10.1. CORPORATE AND COMMUNITY SERVICES

#### 10.1.1. ACCOUNTS FOR PAYMENT – JUNE 2021

Applicant:	Shire of Wyalkatchem
Location:	Shire of Wyalkatchem
Date:	2 July 2021
Reporting Officer:	Tegan Maitland, Finance Officer
Disclosure of Interest:	No interest to disclose
File Number:	12.10.02
Attachment Reference:	<a href="#">Attachment 10.1.1 – Accounts for payment – June 2021</a>

#### SUMMARY

To provide Council with a list of accounts paid by the Chief Executive Officer in accordance with his delegated authority and for Council to endorse the payments made for the prior month.

#### BACKGROUND

The *Local Government (Financial Management) Regulations 1996, s13(1)*, requires that if a local government has delegated to the CEO its power to make payments from the municipal fund or the trust fund, a list of accounts paid by the CEO is to be prepared each month showing all payments since the last such list was prepared.

Council has delegated to the CEO (delegation number 1.2.17) the power to make payments from the municipal fund or trust fund.

#### COMMENT

The June payment listing is presented for Council endorsement.

After the following cheque, EFT and Direct Debit payments, the balance of creditors will be \$6,030.16.

Previous Accounts for Payment report concluded with the following cheque/EFT numbers;

Bank Account	Payment Type	Last Number	First Number in report
Municipal	Cheque	16889	No Payment
Municipal & Trust	EFT	EFT1189	EFT1190
Reserves	EFT	EFT	No Payments

Please note that the above does not include payments made via Direct Debit (DD) as they are not in sequential number order.

#### STATUTORY ENVIRONMENT

*Local Government (Financial Management) Regulations, S13.1*

#### POLICY IMPLICATIONS

There are no direct policy implications in relation to this item.



## FINANCIAL IMPLICATIONS

Expenditure in accordance with the 2020/2021 Annual Budget.

## COMMUNITY & STRATEGIC OBJECTIVES

The matter before Council generally accords with the following Shire desired outcome as expressed in the revised Shire of Wyalkatchem Strategic Community Plan.

Goal No.	Strategies		Actions
Goal 10	Transparent, accountable and effective governance	10.1	• Ensuring a well-informed Council makes good decisions for the community
		10.2	• Ensuring sound financial management and plans for the Shire's long term financial sustainability
		10.3	• High quality corporate governance, accountability and compliance
		10.4	• Maintaining Integrated Strategic and Operational plans

## VOTING REQUIREMENT

Simple Majority

## OFFICER'S RECOMMENDATION

*That Council endorse the following payments for the month of June 2021:*

- 1. Electronic Funds Transfer (EFT) payments in the Municipal Fund totalling \$649,854.10;*
- 2. Direct Debit (DD) payments in the Municipal Fund totalling \$21,400.96;*
- 3. Payroll Journal (JNL) payments in the Municipal Fund totalling \$52,849.03;*
- 4. Total payments for the month of June 2021 being \$724,104.09.*

### 10.1.2. ACCOUNTS FOR PAYMENT – CREDIT CARDS – MAY 2021

Applicant:	Shire of Wyalkatchem
Location:	Shire of Wyalkatchem
Date:	2 July 2021
Reporting Officer:	Tegan Maitland
Disclosure of Interest:	No interest to disclose
File Number:	File Ref: 12.10.02
Attachment Reference:	<a href="#">Attachment 10.1.2 – Credit Cards – May 2021</a>

### VOTING REQUIREMENT

Simple Majority

### OFFICER'S RECOMMENDATION

*That Council endorse credit card payments for the period 29 April to 28 May 2021, totalling \$614.58 (refer attachment 10.1.2).*

### BACKGROUND

Council governance procedures requires the endorsement of credit card payments at each OMC. The attached credit card payment report has been reviewed by the Manager of Corporate Services and CEO.

### STATUTORY ENVIRONMENT

*Local Government Act 1995, Part 6 – Financial Management s.6.4*

*Local Government (Financial Management) Regulations 1996, R34*

### POLICY IMPLICATIONS

Policy Number 2.1 – Purchasing Policy.

Policy Number 2.3 – Credit Card Policy.

### FINANCIAL IMPLICATIONS

Nil. Reported expenditure is assessed by management as being consistent with the FY21 Annual Budget.

### COMMUNITY & STRATEGIC OBJECTIVES

This matter is consistent with the following Strategic Community Plan goal.

Goal No.	Strategies		Actions
<b>Goal 10</b>	<b>Transparent, accountable and effective governance</b>	10.1	<ul style="list-style-type: none"> <li>Ensuring a well-informed Council makes good decisions for the community</li> </ul>
		10.2	<ul style="list-style-type: none"> <li>Ensuring sound financial management and plans for the Shire's long term financial sustainability</li> </ul>
		10.3	<ul style="list-style-type: none"> <li>High quality corporate governance, accountability and compliance</li> </ul>
		10.4	<ul style="list-style-type: none"> <li>Maintaining Integrated Strategic and Operational plans</li> </ul>

### 10.1.3 MONTHLY FINANCIAL REPORT – JUNE 2021

Applicant:	Shire of Wyalkatchem
Location:	Shire of Wyalkatchem
Date:	6 July 2021
Reporting Officer:	Ally Bryant, Manager of Corporate Services
Disclosure of Interest:	No interest to disclose
File Number:	12.10.02
Attachment Reference:	<a href="#">Attachment 10.1.3 – Monthly Financial Report – June 2021</a>

#### VOTING REQUIREMENT

Simple Majority

#### OFFICER'S RECOMMENDATION

*That Council accepts the Statement of Financial Activity for the month ending 30 June 2021 (refer attachment 10.1.3)*

#### BACKGROUND

The *Local Government (Financial Management) Regulations 34* requires a local government to prepare a monthly financial statement that reports on actual revenue and expenditure against the annual budget prepared under regulation 22(1)(d).

Council has adopted a material variance on 10% or \$10,000 whichever is the greater.

#### COMMENT

The attached report includes:

- Statement of Financial Activity by Program (p.3)
- Statement of Financial Activity by Nature and Type (p.4)

The statements provide details of the Shire's operations on an actual year to date basis.

These statements and Notes 1 (p.5) and 2 (p.6) are statutory requirements and must be presented to Council.

The remaining notes are supporting documents to the Statements of Financial Activity for Councillors' information.

#### STATUTORY ENVIRONMENT

*Local Government Act 1995, Part 6 – Financial Management S6.4*

*Local Government (Financial Management) Regulations, R34*

#### POLICY IMPLICATIONS

There are no direct policy implications in relation to this item.

#### FINANCIAL IMPLICATIONS

Nil – Monthly Statement of Financial Activity reporting on council's current financial position

## COMMUNITY & STRATEGIC OBJECTIVES

The matter before Council generally accords with the following Shire desired outcome as expressed in the revised Shire of Wyalkatchem Strategic Community Plan.

### Goal: Transparent, accountable and effective governance.

Goal No.	Strategies		Actions
Goal 10	Transparent, accountable and effective governance	10.1	<ul style="list-style-type: none"><li>Ensuring a well-informed Council makes good decisions for the community</li></ul>
		10.2	<ul style="list-style-type: none"><li>Ensuring sound financial management and plans for the Shire's long term financial sustainability</li></ul>
		10.3	<ul style="list-style-type: none"><li>High quality corporate governance, accountability and compliance</li></ul>
		10.4	<ul style="list-style-type: none"><li>Maintaining Integrated Strategic and Operational plans</li></ul>

## **10.2. GOVERNANCE AND COMPLIANCE**

### **10.2.1. CHIEF EXECUTIVE OFFICER'S REPORT – JUNE/ JULY 2021**

Applicant:	Shire of Wyalkatchem
Location:	Shire of Wyalkatchem
Date:	6 July 2021
Reporting Officer:	Peter Klein, Chief Executive Officer
Disclosure of Interest:	No interest to disclose
File Number:	13.05.01
Attachment Reference:	Nil

### **VOTING REQUIREMENT**

Simple Majority

### **OFFICER'S RECOMMENDATION**

*That Council accepts the Chief Executive Officer's report for the month of June / July 2021.*

### **SUMMARY**

This report is prepared by the CEO to provide Council and the Wyalkatchem community with information about CEO activities and Council operations.

### **COMMENT**

Since the last report the CEO has attended the following meetings and events to progress community and Council's interests;

- Nicole Croudace & Reuben Spurge – Ecoscape re Main St Masterplan
- Jan Trenorden – re Youth Plan
- ASK Waste Management re regional landfill project
- Crain Grant – Commercial Contract Officer WALGA re development of local supply panels
- Sandra Clohessy – LGIS re annual Contract Works cover
- Jim Davidson – Competent Training Solutions
- Streetscape Working Group meeting
- Budget workshop
- Jeff Pontifex – NAB re Wyalkatchem branch closure
- WALGA Great Eastern Country Zone meeting
- Minister for Water re National Water Grid – Ag Area Dams Project
- NEWROC Council meeting
- Nikki Hawser, Craig Cooper, Judd Davis re youth engagement

### **STATUTORY ENVIRONMENT**

There are no direct statutory implications in relation to this item.

### **POLICY IMPLICATIONS**

There are no direct policy implications in relation to this item.

### **FINANCIAL IMPLICATIONS**

There are no financial implications in relation to this item.

## COMMUNITY & STRATEGIC OBJECTIVES

These meetings and their actions delivers the Strategic Community Plan objective to be a responsive, ratepayer focussed organisation that demonstrates community inspired leadership.

### Goal 10 Transparent, accountable and effective governance and 12 Form strategic partnerships and advocate for the Community.

Outcome No.	Action No.	Actions
<b>10 Transparent, accountable and effective governance</b>	10.1	Ensuring a well-informed Council makes good decisions for the community
	10.2	Ensuring sound financial management and plans for the Shire's long term financial sustainability
	10.3	High quality corporate governance, accountability and compliance
	10.4	Maintaining Integrated Strategic and Operational plans
<b>12 Form strategic partnerships and advocate for the community</b>	12.1	Developing strategic partnerships with regional, State & Federal governments
	12.2	Ensuring that the Shire of Wyalkatchem is well positioned to meet future needs

#### **10.2.2.EMPLOYEE CODE OF CONDUCT**

Applicant:	Shire of Wyalkatchem
Location:	Shire of Wyalkatchem
Date:	6 July 2021 2021
Reporting Officer:	Peter Klein (CEO).
Disclosure of Interest:	No interest to disclose
File Number:	13.05.01
Attachment Reference:	<a href="#">Attachment 10.2.2 – Employee Code of Conduct</a>

#### **VOTING REQUIREMENT**

Simple Majority

#### **OFFICERS' RECOMMENDATION**

The Employee Code of Conduct, developed in accordance with recently proclaimed sections of the Local Government Legislation Amendment Act 2019 (WA), is endorsed.

#### **BACKGROUND**

The Local Government Legislation Amendment Act 2019 (WA), gazetted 2 February 2021, introduced a code of conduct for councillors & candidates and the requirement for a separate code of conduct for employees. The council has recently endorsed the code of conduct for councillors & candidates and this paper presents an employee code of conduct.

The attached employee code of conduct has been drafted from the model code supplied by WALGA and is compliant with the requirements that are contained in the new section 5.51A of the LG Act and a new Part 4A which has been inserted into the Administration Regulations.

A feature of these provisions is that the responsibility for the preparation, implementation and amendment of the code for employees is assigned to the CEO.

#### **STATUTORY ENVIRONMENT**

Compliance with the Local Government Legislation Amendment Act 2019 (WA) – s.5.51A.

#### **POLICY IMPLICATIONS**

This item replaces the former Council endorsed Code of Conduct and requires active promotion to staff to ensure they are aware of their conduct obligations.

#### **FINANCIAL IMPLICATIONS**

Nil

#### **COMMUNITY & STRATEGIC OBJECTIVES**

The matter before Council generally accords with the following Strategic Community Plan outcome;

**Goal: Civic Leadership**

Goal No.	Strategies		Actions
Goal	Business systems promote staff engagement and deliver responsive, transparent & cost effective services	4.1.1.1	Fit for purposes workplaces and resources promote staff productivity and wellbeing.



### 10.2.3. LOCAL GOVERNMENT ELECTIONS 16 OCTOBER 2021 – POSTAL VOTING OPTION

Applicant:	Shire of Wyalkatchem
Location:	Shire of Wyalkatchem
Date:	7 July 2021
Reporting Officer:	Peter Klein - CEO
Disclosure of Interest:	No interest to disclose
File Number:	10.05.01
Attachment Reference:	<a href="#">Attachment 10.2.3 – Quotation from the Electoral Commissioner</a>

#### VOTING REQUIREMENT

Absolute Majority

#### OFFICER'S RECOMMENDATION

*That the 2021 Council election, if required, be conducted as a "voting in person election".*

#### BACKGROUND

Local Government Elections are held biennially on the third Saturday of October. The date of the next election will be 16 October 2021.

#### COMMENT

There are five positions on the Wyalkatchem Council to be filled by the 2021 election process:

1. Cr Stratford 2019-2021 (four year term)
2. Cr Garner 2017-2021 (four year term)
3. Cr Holdsworth 2017-2021 (four year term)
4. Vacancy 2017-2021 (four year term)
5. Vacancy 2019-2023 (two year term)

A contest for these positions will be held only if 6 or more nominations are received for these positions.

The Council can elect to conduct the election either by postal ballot, managed by the Electoral Commissioner or by a "voting in-person election" managed directly by Council staff.

The last day for declaring to have the Electoral Commissioner conduct a postal ballot is Wednesday 28 July 2021.

The Electoral Commissioner has quoted \$11,500 for conducting a postal ballot on behalf of the Shire of Wyalkatchem.

Management consider it is more efficient and equally practical for the election if required, to be conducted by an in-person ballot managed by the CEO as returning officer and supported by other Council staff or volunteers, as necessary.

An in-house ballot will still incur some cost, including;

- State wide advertising of;
  - i. the closing date of elector enrolments; &
  - ii. the election, no later than 19 days prior.

- Advertising for council nominations
- Polling day staff costs
- Ballot preparation and printing expenses.

#### **CONSULTATION**

WA Electoral Commission (WAEC)  
CEO Leanne Parola – Shire of Trayning  
Lana Foote – Shire of Koorda

#### **STATUTORY ENVIRONMENT**

*Part 4 Local Government Act 1995*  
*Local Government (Elections) Regulations 1997*

#### **POLICY IMPLICATIONS**

Nil

#### **FINANCIAL IMPLICATIONS**

Approximately \$5,000.

#### **COMMUNITY & STRATEGIC OBJECTIVES**

The matter before Council generally accords with the following Shire desired goal as expressed in the revised Shire of Wyalkatchem Strategic Community Plan.

#### **Goal 10 Transparent, accountable and effective governance**

Outcome No.	Outcome	Action No.	Actions
10	Transparent, accountable and effective governance	10.1	Ensuring a well-informed Council makes good decisions for the community
		10.3	High quality corporate governance, accountability and compliance

#### **10.2.4. PRINCIPAL ENVIRONMENTAL HEALTH OFFICER'S REPORT – JUNE 2021**

Applicant:	Shire of Wyalkatchem
Location:	Shire of Wyalkatchem
Date:	7 July 2021
Reporting Officer:	Peter Toboss – Principal Environmental Health Officer (PEHO)
Disclosure of Interest:	NIL
File Number:	13.05.01
Attachment Reference:	NIL

#### **VOTING REQUIREMENT**

Simple Majority

#### **OFFICER'S RECOMMENDATION**

*That Council accept the attached PEHO Report for June 2021.*

#### **COMMENT**

The PEHO attended the Shire office on 28 June 2021.

The following meetings and events were attended:

- Building site assessment – Johnston Street, Wyalkatchem
- Planning approval initial assessment – Johnston Street, Wyalkatchem

#### **HEALTH, BUILDING AND PLANNING ENQUIRIES**

The PEHO completed a total of seven (7) health, building and planning enquiries.

#### **FOOD PREMISES INSPECTION**

Nil

#### **PUBLIC BUILDINGS INSPECTION**

Nil

#### **RECYCLED WASTEWATER SAMPLING**

In June, the PEHO respectively undertook the monthly sampling of Wyalkatchem Wastewater Treatment Plant in accordance with the Department of Health Guidelines for the Non-Portable Uses of Recycled Water in Western Australia (2011). The laboratory results of the water sample taken from the Shire storage dam outlet for June met the required standards.

#### **PRIVATE SWIMMING POOL INSPECTION**

The PEHO inspected one private swimming pool fence for compliance with the Building Regulations 2012. The inspection met the required standards.

#### **STATUTORY ENVIRONMENT**

*Public Health Act 2016*

*Shire of Wyalkatchem Local Planning Scheme 4.*

#### **POLICY IMPLICATIONS**

There are no direct policy implications in relation to this item.

## **FINANCIAL IMPLICATIONS**

There are no financial implications in relation to this item.

## **COMMUNITY & STRATEGIC OBJECTIVES**

The matter before Council generally accords with the following Shire desired outcome as expressed in the revised Shire of Wyalkatchem Strategic Community Plan.

### **Objective: Healthy, Strong and connected communities**

<b>Outcome No.</b>	<b>Outcome</b>	<b>Action No.</b>	<b>Actions</b>
1.1	Enhance community well-being and participation in community life	1.1.2	Promote regional health solutions that are integrated with other governments and entities

### **Objective: A prosperous and dynamic district**

<b>Outcome No.</b>	<b>Outcome</b>	<b>Action No.</b>	<b>Actions</b>
2.1	A Vibrant and activated public places	2.1.1	Enhance and upgrade the amenity of the shopping precinct

### **10.3. WORKS AND SERVICES**

#### **10.3.1. MANAGER OF WORKS REPORT – JUNE 2021.**

Applicant:	Not Applicable
Location:	Shire of Wyalkatchem
Date:	30 June 2021
Reporting Officer:	Terry Delane – Acting Manager of Works
Disclosure of Interest:	No interest to disclose
File Number:	13.05.01
Attachment Reference:	Nil

#### **VOTING REQUIREMENT**

Simple Majority

#### **OFFICER'S RECOMMENDATION**

That Council accept the Manager of Work's report for the month of June 2021.

#### **COMMENT**

#### **SAFETY**

One major incident to report. Battery ruptured on the Grader while attempting to jump start.

#### **ROADS – Major Projects**

- **Cunderdin-Wyalkatchem Rd;**
  - Program now completed.
  - Claim for the balance to be lodged (20%)
- **Tammin-Wyalkatchem Rd;**
  - Claim for the balance to be lodged (20% + \$29K)
- **Maintenance Grading**
  - Program progressing well.
  - Roads completed include;
    - North East
      - Clifford, Wallambin, Lackman, Turner, Farmer, McNee, Elsegood (unsealed), Goldfields, Tyler, Korre Nth Roads
    - North West
      - Cowcowing West, Wylie Nth, Chilman, Old Nalkain, Martin, Gamble
    - South West
      - N/A
    - South East
      - Ross Rd

#### **Parks / Town Services Crew**

- Continuing issues with vandalism and theft around town.
- Plan to upgrade the Pioneer Park using work camp personnel.

### **Buildings**

- Museum shed completed.
- Barracks - maintenance ongoing do to age of facility. A number of bookings confirmed for July and August.
- Rec Ground mains water pipe replacement from meter to change rooms. Gum trees found to have crushed the pipe.
- Pavilion locks being changed.

### **Swimming Pool Renovation**

- Meeting scheduled with Wet Deck aquatics to discuss removal of non-compliant infrastructure, earthing and leakage issue. Pool has been filled to a level necessary to prevent cave in.
- Perimeter fence to be replaced ASAP.

### **Waste Management**

- Long term plans for the tip being drafted in consult with ASK Waste Management.
- Strip mining concept. South east corner location. Fencing with shade cloth to prevent escape of waste.

### **WWTP and Stormwater Projects**

- **WWTP**
  - No sign of contractors yet.
- **Gamble St Upgrade**
  - Contract sent for signing.
  - Expected start up 12<sup>th</sup> July.
- **Streetscape**
  - Survey 1<sup>st</sup> week of July. Refer to CEO's notes.
- **Vehicle/Plant**
  - Replacement vehicle pricing not yet done.

### **Aerodrome**

- Nil

### **Private works**

- Gravel delivery to Dickson's.

### **GENERAL**

#### **Staff**

- Nil to report

### **STATUTORY ENVIRONMENT**

There are no statutory environment implications in relation to this item.

### **POLICY IMPLICATIONS**

There are no direct policy implications in relation to this item.

### **FINANCIAL IMPLICATIONS**

There are no financial implications in relation to this item.

### **COMMUNITY & STRATEGIC OBJECTIVES**

The list before Council is generally in accordance with the desired outcome as expressed in the Shire of Wyalkatchem Strategic Community Plan.

#### **Goal 8: Our built environment responds to the accessibility and connectivity needs of all.**

Outcome No.	Action No.	Actions
8 Our built environment responds to the accessibility and connectivity needs of all	8.1	Improving safety on road, cycle and footpath networks
	8.2	Developing & planning community infrastructure to improve use & social interaction
	8.3	Implement Aged Friendly Plan
	8.4	Implement the Disability Access and Inclusion Plan (DAIP)

### 10.3.2. CAPITAL PROJECTS REPORT – JUNE / JULY 2021

Applicant:	Shire of Wyalkatchem
Location:	Shire of Wyalkatchem
Date:	6 July 2021
Reporting Officer:	Peter Klein (CEO).
Disclosure of Interest:	No interest to disclose
File Number:	13.05.01
Attachment Reference:	Nil

#### VOTING REQUIREMENT

Simple Majority

#### OFFICERS' RECOMMENDATION

*That Council accept the Capital Projects report for June / July 2021.*

#### BACKGROUND

The financial statements provide a report on expenditure against the budgeted capital works and this report aims to give Council a more detailed update on progress.

##### 1. LGRIC Phase 1 Funded Projects

**Child Care Centre** – the centre is now operational each Wednesday and Thursday. A third day is currently under consideration.

This project is now closed.

**Museum Storage and Display Shed** – this project is complete and the final instalment has been recommended for payment.

**Town Beautification/Upgrades** – a revised masterplan and costing has been provided by Ecoscape and a second working group meeting is scheduled to be held on Thursday 8 July.

##### 2. DWER and LRCI Phase 2 Funded Project

###### **Stormwater upgrade;**

Flint / Gamble Street and Railway Tce / Gamble St – a contract for the engagement of Digga Civil has been executed and site works are expected to commence shortly.

Digga Civil has been contracted to deliver works at the Flint / Gamble and Railway Tce / Gamble St intersections at a lump sum cost of \$227,724 (ex GST). Additional works will be managed by the Shire to complete the works and the estimated cost of this work is \$100k.

The total project cost is under the approved budget and consideration will be given to extending the project scope to address drainage issues at the corner of Railway Tce and Thurstun St.

The project is being funded with grants from the Department of Water & Environment Regulation and the Federal Government's LRCI Phase 2 funding.



**STATUTORY ENVIRONMENT**

Nil

**POLICY IMPLICATIONS**

There are no direct policy implications in relation to this item.

**FINANCIAL IMPLICATIONS**

Costs to be incurred by the Council in delivering this project are budgeted

**COMMUNITY & STRATEGIC OBJECTIVES**

The matter before Council generally accords with the following Strategic Community Plan outcome;

**Goal: Environment & Infrastructure**

Goal No.	Strategies		Actions
Goal 11	Council provides reliable, fit for purpose infrastructure services	3.1.2.1 3.1.2.2	Develop & implement a stormwater management plan Improve capture of stormwater into the Town Dam

**10.4. PLANNING AND BUILDING**

No comment at this time other than as written in CEO Officer's report, Item 10.2.1 and item 14.1.3

**11.MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN**

**12.QUESTIONS BY MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN**

**13.URGENT BUSINESS APPROVED BY THE PERSON PRESIDING OR BY DECISION**

**14.MATTERS BEHIND CLOSED DOORS**

**14.1. OVERDUE RATES AND CHARGES**

Applicant:	Shire of Wyalkatchem
Location:	Shire of Wyalkatchem
Date:	2 July 2021
Reporting Officer:	Louise Sequerah
Disclosure of Interest:	No interest to disclose
File Number:	25.08.01
Attachment Reference:	14.1 - Recalcitrant Rates Debtors as at 30-06-2021 - confidential

**VOTING REQUIREMENT**

Simple Majority

**OFFICER'S RECOMMENDATION**

*That the Council receives the attached report on Recalcitrant Rates Debtors as at 30-06-21.*

**OFFICER'S RECOMMENDATION**

*That Council moves behind closed doors in accordance with Section 5.23 (2)(b) and 5.23 (2)(c) of the Local Government Act 1995, to deal with matters that relate to:*

- the personal affairs of a person*
- matters of a contract which may be entered into, by the local government*

**SUMMARY**

The attached recalcitrant rates debtors report details overdue rate assessments with a previous year's balance of more than \$100.

**STATUTORY ENVIRONMENT**

Under section 6.57 of the *Local Government Act 1995* it is an offence for Council not to take all reasonable steps to recover outstanding rates and charges.

**POLICY IMPLICATIONS**

Policy 2.10 Revenue Collection.

**COMMUNITY & STRATEGIC OBJECTIVES**

The matter before Council generally accords with the following Shire desired outcome as expressed in the revised Shire of Wyalkatchem Strategic Community Plan.

**Goal: Transparent, accountable and effective governance.**

Goal No.	Strategies		Actions
10	Transparent, accountable and effective governance	10.1  10.3	<ul style="list-style-type: none"> <li>Ensuring a well-informed Council makes good decisions for the community</li> <li>High quality corporate governance, accountability and compliance</li> </ul>

## 14.2. NEWROC PROCEEDINGS

Applicant:	Shire of Wyalkatchem
Location:	Shire of Wyalkatchem
Date:	6 July 2021 2021
Reporting Officer:	Peter Klein (CEO).
Disclosure of Interest:	No interest to disclose
File Number:	13.05.01
Attachment Reference:	Nil

### VOTING REQUIREMENT

Simple Majority

### OFFICERS' RECOMMENDATION

*The Shire of Wyalkatchem ratifies the decision by NEWROC to cover the costs and additional resources required to support a NEWROC Member in respect of current NEWROC Proceedings.*

### STATUTORY ENVIRONMENT

Nil

### POLICY IMPLICATIONS

There are no direct policy implications in relation to this item.

### FINANCIAL IMPLICATIONS

Nil – the expenses are to be funded by NEWROC which holds adequate reserves to meet the expected cost of proceedings into the foreseeable future.

### COMMUNITY & STRATEGIC OBJECTIVES

The matter before Council generally accords with the following Strategic Community Plan outcome;

#### Goal: Community and customer service focus

Goal No.	Strategies		Actions
Goal 11	Community and customer service focus	11.1	<ul style="list-style-type: none"> <li>Effective communication and engagement with the community, including local groups and organisations</li> </ul>
		11.2	<ul style="list-style-type: none"> <li>Providing high quality customer and community focused services and programs across the organisation</li> </ul>

### 14.3. PROPERTY ACQUISITION

Applicant:	Shire of Wyalkatchem
Location:	Shire of Wyalkatchem
Date:	7 July 2021
Reporting Officer:	Peter Klein - CEO
Disclosure of Interest:	No interest to disclose
File Number:	13.05.01
Attachment Reference:	Attachment 14.3 – Site Valuation – Confidential

#### VOTING REQUIREMENT

Absolute Majority

#### OFFICER'S RECOMMENDATION

*That the property be purchased by the Council for the agreed sum and a further \$100,000 expenditure in FY22 be approved for settlement, property improvements and fit-out.*

#### BACKGROUND

The Council has previously agreed to the need for improved depot facilities. The existing facilities are split over two sites and offer inadequate protection to valuable Council equipment.

#### CONSULTATION

James McGovern – Manager Governance, WALGA

#### STATUTORY ENVIRONMENT

*Local government Act s.3.59 – commercial enterprise by local governments*

#### POLICY IMPLICATIONS

Nil

#### FINANCIAL IMPLICATIONS

Funding the acquisition will involve consumption of the existing Depot Reserve Fund plus an additional \$25,217 adjustment to be confirmed through the FY22 budget approval process.

#### COMMUNITY & STRATEGIC OBJECTIVES

The matter before Council generally accords with the following Shire desired goal as expressed in the revised Shire of Wyalkatchem Strategic Community Plan.

**Key Result Area:** Our built environment sustains and connects our community.

Outcome No.	Outcome	Action No.	Actions
	Council provides reliable, fit for purpose infrastructure services	E3.1.1.2	Council depots are fit for purpose and are maintained in a condition that reflects the pride we have in providing services to our community.

**OFFICER'S RECOMMENDATION**

*That Council move out from behind closed doors.*

**15.INFORMATION BULLETIN**

**15.1. Information Bulletin**

The information bulletin has been provided as an attachment ([Attachment 15.1](#))

**15.2. Business Arising from the Information Bulletin**

**16.CLOSURE OF THE MEETING**

# ATTACHMENTS



*Image by Tegan Maitland*

*Stay Safe*

**JULY 2021**



# **ATTACHMENTS JULY 2021**

- 1. 7.1.1            OMC Minutes 16 June 2021**
- 2. 7.2.2            NEWROC Council Meeting Minutes 29 June 2021**
- 3. 10.1.1           Accounts for Payment – June 2021**
- 4. 10.1.2           Credit Card Declaration and Statement – March 2021**
- 5. 10.1.3           Monthly Financial Report – April 2021**
- 6. 10.2.2           Employee Code of Conduct – July 2021**
- 7. 10.2.3           Quotation from the Electoral Commissioner**
- 8. 14.1             Recalcitrant Rates Debtors as at 30-06-2021**
- 9. 14.3             Butlin Street Shed Acquisition**
- 10.15.1            Information Bulletin**



**MINUTES  
OF THE  
ORDINARY MEETING  
OF COUNCIL  
HELD ON  
WEDNESDAY, 16 JUNE 2021**

**Council Chambers  
Honour Avenue  
Wyalkatchem**

**Commencement: 4:05pm**

**Closure: 6:41pm**

### **Preface**

When the Chief Executive Officer approved these Minutes for distribution they are in essence “*Unconfirmed*” until the following Ordinary Meeting of Council, where the minutes will be confirmed subject to any amendments.

The “*Confirmed*” Minutes are then signed off by the Presiding Member.

### **Unconfirmed Minutes**

These minutes were approved for distribution on 18 June 2021.

A handwritten signature in black ink, appearing to read 'Peter Klein', with a long horizontal flourish extending to the right.

Peter Klein  
Chief Executive Officer

### **DISCLAIMER**

*No responsibility whatsoever is implied or accepted by the Shire of Wyalkatchem for any act, omission or statement or intimation occurring during this meeting. It is strongly advised that persons do not act on what is heard at this meeting and should only rely on written confirmation of Council's decisions, which will be provided within ten days of this meeting.*

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**1. DECLARATION OF OPENING**

The Chairperson, Shire President Cr Davies opened the meeting at 4:05pm

**2. PUBLIC QUESTION TIME**

**2.1. Response to Public Questions Previously Taken on Notice**

Nil

**2.2. Declaration of Public Question Time opened**

Public Question Time opened at 4:05pm

There were no questions.

**2.3. Declaration of Public Question Time closed**

Public question Time closed at 4:05pm

**3. ATTENDANCE, APOLOGIES, LEAVE OF ABSENCE**

**3.1. Attendance**

Members:	Cr. Quentin Davies	President (Presiding Member)
	Cr. Owen Garner	Deputy
	Cr. Emma Holdsworth	
	Cr. Stephen Gamble	
	Cr. Mischa Stratford	

Staff:	Peter Klein	Chief Executive Officer
	Ally Bryant	Manager of Corporate Services
	Stephanie Elvidge	Governance Executive Officer
	Terence Delane	Acting Manager of Works

Visitors:	Jay Hammond	St John Ambulance
	Nicole Croudace and Reuben Spurge	Ecoscape - Contracted Streetscape Designers (Zoom)
	Ross Crute	Streetscape Working Group
	Gary Smith	Streetscape working Group
	Rod Kerr	Interested party

**3.2. Apologies**

Diane Davies	Streetscape Working Group
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**3.3. Approved Leave of Absence**

Cr Stratford, 17 June 2021 (278/2021)

### **3.4. Applications for Leave of Absence**

3.4.1 Peter Klein, Chief Executive Officer, requested leave from Friday 16<sup>th</sup> July until Wednesday 21<sup>st</sup> July 2021, inclusive.

3.4.2 Peter Klein requested that Alice Bryant, Manager of Corporate Services, assume the role of Acting Chief Executive officer in his absence.

#### **OFFICER RECOMMENDATION / COUNCIL RESOLUTION:**

**(293/2021) Moved: Cr Stratford**

**Seconded: Cr Holdsworth**

***That Council, by Absolute Majority, approve that:***

- 1. Peter Klein (CEO) be granted leave of absence for the period of 16<sup>th</sup> July until Wednesday 21<sup>st</sup> July 2021, inclusive.***
- 2. Alice Bryant, Manager of Corporate Services, assume the role of Acting Chief Executive officer in his absence.***

***CARRIED 5/0***

### **4. OBITUARIES**

It was advised that Beryl Lumley, long term resident of Wyalkatchem, had recently passed away.

It was advised that Betty Symes (nee Gamble) born and long term resident in Wyalkatchem, had recently passed away.

### **5. PETITIONS, DEPUTATIONS, PRESENTATIONS**

#### **5.1. Petitions**

Nil

#### **5.2. Deputations**

Nil

#### **5.3. Presentations**

##### **5.3.1. Jay Hammond, St John Ambulance budget discussion (4:08pm – 4:23pm)**

Jay gave an overview of the Wyalkatchem St John Sub centre's funding, and their budget request for Shire support to enable the purchase of the new mandatory defibrillator.

*Ms Elvidge and Mr Hammond left the meeting at 4:23pm.*

*Ms Elvidge returned to the meeting at 4:24pm.*

*Mr Ross Crute, Garry Smith and Rod Kerr entered the meeting at 4:24pm.*

##### **5.3.2. Ecoscape – Streetscape Discussion (Zoom) (4:25pm – 5:26pm)**

Nicole Croudace and Reuben Spurge explained in detail the concept of stage one of the masterplan for the Streetscape Project and the need to prioritise what we would like to see achieved in phase 1.

*Mrs Bryant left the meeting at 5:18pm*

*Mrs Bryant returned to the meeting at 5:20pm*

*Cr Holdsworth, Mr Ross Crute, Garry Smith and Rod Kerr left the meeting at 4:28pm*  
*Cr Garner left the meeting at 5:29pm*  
*Cr Garner returned to the meeting at 5:30pm*  
*Cr Holdsworth returned to the meeting at 5:31pm*  
*Cr Stratford left the meeting at 5:31pm*  
*Cr Stratford returned to the meeting at 5:33pm*

## **6. DECLARATIONS OF INTEREST**

### **6.1. Financial and Proximity Interest**

Nil

### **6.2. Impartiality Interests**

Nil

## **7. CONFIRMATION AND RECEIPT OF MINUTES**

### **7.1. Confirmation of Minutes**

#### **7.1.1. Ordinary Meeting of Council – 20 May 2021**

Minutes of the Shire of Wyalkatchem Ordinary Meeting held on Thursday 20 May 2021 (Attachment 7.1.1).

#### **OFFICER'S RECOMMENDATION / COUNCIL RESOLUTION:**

*(294/2021) Moved: Cr Stratford                      Seconded: Cr Garner*

*That the minutes of the Shire of Wyalkatchem Ordinary Meeting of Council of Thursday 20 May 2021 (Attachment 7.1.1) be confirmed as a true and correct record.*

**CARRIED 5/0**

*Council Meeting Actions progress update (Attachment 7.1.1.b Status Report)*

#### **7.1.2. Annual General Meeting of Electors**

Minutes of the Shire of Wyalkatchem Annual General Meeting of Electors held on Thursday 20 May 2021 (Attachment 7.1.2).

#### **OFFICER'S RECOMMENDATION / COUNCIL RESOLUTION:**

*(295/2021) Moved: Cr Stratford                      Seconded: Cr Gamble*

*That the minutes of the Shire of Wyalkatchem Annual General Meeting of Electors of Thursday 20 May 2021 (Attachment 7.1.2) be confirmed as a true and correct record.*

**CARRIED 5/0**

### **7.2. Receipt of Minutes**

#### **7.2.1. NEWROC Executive Minutes – 25 May 2021**

Minutes of the NEWROC Executive Meeting held on Tuesday 25 May 2021 (Attachment 7.2.1).



**OFFICER'S RECOMMENDATION / COUNCIL RESOLUTION:**

***(296/2021) Moved: Cr Holdsworth***

***Seconded: Cr Stratford***

***That the minutes of the NEWROC Executive Meeting of Tuesday 25 May 2021 (Attachment 7.2.1) be received by Council.***

***CARRIED 5/0***

**8. ANNOUNCEMENTS BY THE PRESIDING PERSON WITHOUT DISCUSSION**

Cr Davies thanked Councillors and staff for their commitment and cooperation with adjusting the Council meeting date and their attendance, interest and engagement in the budget preparation meetings.

**9. MATTERS FOR WHICH THE MEETING MAY BE CLOSED**

Nil

## **10.REPORTS**

### **10.1. CORPORATE SERVICES**

#### **10.1.1. ACCOUNTS FOR PAYMENT – MAY 2021**

Applicant:	Shire of Wyalkatchem
Location:	Shire of Wyalkatchem
Date:	10 June 2021
Reporting Officer:	Tegan Maitland, Finance Officer
Disclosure of Interest:	No interest to disclose
File Number:	12.10.02
Attachment Reference:	Attachment 10.1.1 – Accounts for payment – May 2021

### **SUMMARY**

To provide Council with a list of accounts paid by the Chief Executive Officer in accordance with its delegated authority and for Council to endorse the payments made for the prior month.

### **BACKGROUND**

The *Local Government (Financial Management) Regulations 1996, s13(1)*, requires that if a local government has delegated to the CEO its power to make payments from the municipal fund or the trust fund, a list of accounts paid by the CEO is to be prepared each month showing all payments since the last such list was prepared.

Council has delegated to the CEO (delegation number 1.2.17) the power to make payments from the municipal fund or trust fund.

### **COMMENT**

The May payment listing is presented for Council endorsement.

After the following cheque, EFT and Direct Debit payments, the balance of creditors will be \$27,236.54.

Previous Accounts for Payment report concluded with the following cheque/EFT numbers;

<b>Bank Account</b>	<b>Payment Type</b>	<b>Last Number</b>	<b>First Number in report</b>
Municipal	Cheque	16889	No Payment
Municipal & Trust	EFT	EFT1150	EFT1151
Reserves	EFT	EFT	No Payment

Please note that the above does not include payments made via Direct Debit (DD) as they are not in sequential number order.

### **STATUTORY ENVIRONMENT**

*Local Government (Financial Management) Regulations, S13.1*

### **POLICY IMPLICATIONS**

There are no direct policy implications in relation to this item.

## FINANCIAL IMPLICATIONS

Expenditure in accordance with the 2020/2021 Annual Budget.

## COMMUNITY & STRATEGIC OBJECTIVES

The matter before Council generally accords with the following Shire desired outcome as expressed in the revised Shire of Wyalkatchem Strategic Community Plan.

Goal No.	Strategies		Actions
<b>Goal 10</b>	<b>Transparent, accountable and effective governance</b>	10.1	<ul style="list-style-type: none"> <li>Ensuring a well-informed Council makes good decisions for the community</li> </ul>
		10.2	<ul style="list-style-type: none"> <li>Ensuring sound financial management and plans for the Shire's long term financial sustainability</li> </ul>
		10.3	<ul style="list-style-type: none"> <li>High quality corporate governance, accountability and compliance</li> </ul>
		10.4	<ul style="list-style-type: none"> <li>Maintaining Integrated Strategic and Operational plans</li> </ul>

## VOTING REQUIREMENT

Simple Majority

## OFFICER'S RECOMMENDATION / COUNCIL RESOLUTION:

***(297/2021) Moved: Cr Garner***

***Seconded: Cr Stratford***

***That Council endorse total payments for May of \$156,748.99 comprising:***

- 1. Electronic Funds Transfer (EFT) payments in the Municipal Fund totalling \$62,990.46;***
- 2. Direct Debit (DD) payments in the Municipal Fund totalling \$33,387.55;***
- 3. Payroll Journal (JNL) payments in the Municipal Fund totalling \$60,370.98.***

***CARRIED 5/0***

### 10.1.2. ACCOUNTS FOR PAYMENT – CREDIT CARDS – APRIL 2021

Applicant:	Shire of Wyalkatchem
Location:	Shire of Wyalkatchem
Date:	8 June 2021
Reporting Officer:	Tegan Maitland
Disclosure of Interest:	No interest to disclose
File Number:	File Ref: 12.10.02
Attachment Reference:	Attachment 10.1.2 – Credit Cards – April 2021

#### BACKGROUND

Council governance procedures requires the endorsement of credit card payments at each OMC. The attached credit card payment report has been reviewed by the Manager of Corporate Services and CEO.

#### STATUTORY ENVIRONMENT

*Local Government Act 1995, Part 6 – Financial Management s.6.4*

*Local Government (Financial Management) Regulations 1996, R34*

#### POLICY IMPLICATIONS

Policy Number 2.1 – Purchasing Policy.

Policy Number 2.3 – Credit Card Policy.

#### FINANCIAL IMPLICATIONS

Nil. Reported expenditure is assessed by management as being consistent with the FY21 Annual Budget.

#### COMMUNITY & STRATEGIC OBJECTIVES

This matter is consistent with the following Strategic Community Plan goal.

Goal No.	Strategies		Actions
<b>Goal 10</b>	<b>Transparent, accountable and effective governance</b>	10.1	<ul style="list-style-type: none"> <li>Ensuring a well-informed Council makes good decisions for the community</li> </ul>
		10.2	<ul style="list-style-type: none"> <li>Ensuring sound financial management and plans for the Shire's long term financial sustainability</li> </ul>
		10.3	<ul style="list-style-type: none"> <li>High quality corporate governance, accountability and compliance</li> </ul>
		10.4	<ul style="list-style-type: none"> <li>Maintaining Integrated Strategic and Operational plans</li> </ul>

#### VOTING REQUIREMENT

Simple Majority

#### OFFICER'S RECOMMENDATION / COUNCIL RESOLUTION:

*(298/2021) Moved: Cr Garner*

*Seconded: Cr Gamble*

*That Council endorse credit card payments for the period 30 March to 28 April 2021, totalling \$2,733.51 (refer attachment 10.1.2).*

**CARRIED 5/0**

### **10.1.3 MONTHLY FINANCIAL REPORT – MAY 2021**

Applicant:	Shire of Wyalkatchem
Location:	Shire of Wyalkatchem
Date:	10 June 2021
Reporting Officer:	Ally Bryant, Manager of Corporate Services
Disclosure of Interest:	No interest to disclose
File Number:	12.10.02
Attachment Reference:	Attachment 10.1.3 – Monthly Financial Report – May 2021

#### **BACKGROUND**

The *Local Government (Financial Management) Regulations 34* requires a local government to prepare a monthly financial statement that reports on actual revenue and expenditure against the annual budget prepared under regulation 22(1)(d).

Council has adopted a material variance on 10% or \$10,000 whichever is the greater.

#### **COMMENT**

The attached report includes:

- Statement of Financial Activity by Program (p.3)
- Statement of Financial Activity by Nature and Type (p.4)

The statements provide details of the Shire's operations on an actual year to date basis.

These statements and Notes 1 (p.5) and 2 (p.6) are statutory requirements and must be presented to Council.

The remaining notes are supporting documents to the Statements of Financial Activity for Councillors' information.

#### **STATUTORY ENVIRONMENT**

*Local Government Act 1995, Part 6 – Financial Management S6.4*

*Local Government (Financial Management) Regulations, R34*

#### **POLICY IMPLICATIONS**

There are no direct policy implications in relation to this item.

#### **FINANCIAL IMPLICATIONS**

Nil – Monthly Statement of Financial Activity reporting on council's current financial position

#### **COMMUNITY & STRATEGIC OBJECTIVES**

The matter before Council generally accords with the following Shire desired outcome as expressed in the revised Shire of Wyalkatchem Strategic Community Plan.

**Goal: Transparent, accountable and effective governance.**

Goal No.	Strategies		Actions
<b>Goal 10</b>	<b>Transparent, accountable and effective governance</b>	10.1	<ul style="list-style-type: none"> <li>Ensuring a well-informed Council makes good decisions for the community</li> </ul>
		10.2	<ul style="list-style-type: none"> <li>Ensuring sound financial management and plans for the Shire's long term financial sustainability</li> </ul>
		10.3	<ul style="list-style-type: none"> <li>High quality corporate governance, accountability and compliance</li> </ul>
		10.4	<ul style="list-style-type: none"> <li>Maintaining Integrated Strategic and Operational plans</li> </ul>

#### **VOTING REQUIREMENT**

Simple Majority

#### **OFFICER'S RECOMMENDATION / COUNCIL RESOLUTION**

***(299/2021) Moved: Cr Stratford***

***Seconded: Cr Holdsworth***

***That Council accepts the Statement of Financial Activity for the month ending 31 May 2021 (refer attachment 10.1.3)***

***CARRIED 5/0***

## **10.2. GOVERNANCE AND COMPLIANCE**

### **10.2.1. CHIEF EXECUTIVE OFFICER'S REPORT – MAY / JUNE 2021**

Applicant:	Shire of Wyalkatchem
Location:	Shire of Wyalkatchem
Date:	9 June 2021
Reporting Officer:	Peter Klein, Chief Executive Officer
Disclosure of Interest:	No interest to disclose
File Number:	13.05.01
Attachment Reference:	Nil

#### **SUMMARY**

This report is prepared by the CEO to provide Council and the Wyalkatchem community with information about CEO activities and Council operations.

#### **COMMENT**

Since the last report the CEO has attended the following meetings and events to progress community and Council's interests;

- Nicole Croudace & Reuben Spurge – Ecoscape re Main St Masterplan
- Senior Constable Dan Tordoff – re vandalism & youth diversion
- Manager of Works interviews
- Grants Commission re Financial Assistance Grants
- Newroc Executive meeting - Bencubbin
- Craig Cooper, CRC re working together
- Jim Davidson, Competent Training Solutions
- Suraj Karki (OAG) & Macri Partners re FY22 audit
- Local Emergency Management Committee meeting
- Bev McNee re Tidy Towns 2003
- Chris Gilmour
- Dimitri Kovalevitch – construction supervisor Trility re new chlorinator
- Newroc – Special Council Meeting

#### **STATUTORY ENVIRONMENT**

There are no direct statutory implications in relation to this item.

#### **POLICY IMPLICATIONS**

There are no direct policy implications in relation to this item.

#### **FINANCIAL IMPLICATIONS**

There are no financial implications in relation to this item.

#### **COMMUNITY & STRATEGIC OBJECTIVES**

These meetings and their actions delivers the Strategic Community Plan objective to be a responsive, ratepayer focussed organisation that demonstrates community inspired leadership.

**Goal 10 Transparent, accountable and effective governance and 12 Form strategic partnerships and advocate for the Community.**

Outcome No.	Action No.	Actions
<b>10 Transparent, accountable and effective governance</b>	10.1	Ensuring a well-informed Council makes good decisions for the community
	10.2	Ensuring sound financial management and plans for the Shire's long term financial sustainability
	10.3	High quality corporate governance, accountability and compliance
	10.4	Maintaining Integrated Strategic and Operational plans
<b>12 Form strategic partnerships and advocate for the community</b>	12.1	Developing strategic partnerships with regional, State & Federal governments
	12.2	Ensuring that the Shire of Wyalkatchem is well positioned to meet future needs

#### **VOTING REQUIREMENT**

Simple Majority

#### **OFFICER'S RECOMMENDATION / COUNCIL RESOLUTION**

**(300/2021) Moved: Cr Stratford**

**Seconded: Cr Gamble**

***That Council accepts the Chief Executive Officer's report for the month of May / June 2021.***

***CARRIED 5/0***



**10.2.2. PRINCIPAL ENVIRONMENTAL HEALTH OFFICER'S REPORT – MAY 2021**

Applicant:	Shire of Wyalkatchem
Location:	Shire of Wyalkatchem
Date:	8 June 2021
Reporting Officer:	Peter Toboss – Principal Environmental Health Officer (PEHO)
Disclosure of Interest:	NIL
File Number:	13.05.01
Attachment Reference:	NIL

**COMMENT**

The PEHO attended the Shire office on 27 May 2021.

The following meetings and events were attended:

- Building site assessment – Johnston Street, Wyalkatchem
- Wyalkatchem Refuse Tip assessment

**HEALTH, BUILDING AND PLANNING ENQUIRIES**

The PEHO completed a total of four (4) health, building and planning enquiries in May 2021.

**FOOD PREMISES INSPECTION**

Nil

**PUBLIC BUILDINGS INSPECTION**

The PEHO conducted inspection of the below premises for compliance with requirements under the *Health (Public Buildings) Regulations 1992*.

- Wyalkatchem Town Hall
- Wyalkatchem Recreational Centre

The inspection returned good results.

**STATUTORY ENVIRONMENT**

*Health (Public Buildings) Regulations 1992*

**POLICY IMPLICATIONS**

There are no direct policy implications in relation to this item.

**FINANCIAL IMPLICATIONS**

There are no financial implications in relation to this item.

**COMMUNITY & STRATEGIC OBJECTIVES**

The matter before Council generally accords with the following Shire desired outcome as expressed in the revised Shire of Wyalkatchem Strategic Community Plan.

**Objective: Healthy, Strong and connected communities**

Outcome No.	Outcome	Action No.	Actions
1.1	Enhance community well-being and participation in community life	1.1.2	Promote regional health solutions that are integrated with other governments and entities

**Objective: A prosperous and dynamic district**

Outcome No.	Outcome	Action No.	Actions
2.1	A Vibrant and activated public places	2.1.1	Enhance and upgrade the amenity of the shopping precinct

**VOTING REQUIREMENT**

Simple Majority

**OFFICER'S RECOMMENDATION / COUNCIL RESOLUTION**

**(301/2021) Moved: Cr Garner**

**Seconded: Cr Gamble**

***That Council accept the attached PEHO Report for May 2021.***

***CARRIED 5/0***

### **10.3. WORKS AND SERVICES**

#### **10.3.1. MANAGER OF WORKS REPORT – MAY 2021.**

Applicant:	Not Applicable
Location:	Shire of Wyalkatchem
Date:	31 <sup>st</sup> May 2021
Reporting Officer:	Terry Delane – Acting Manager of Works
Disclosure of Interest:	No interest to disclose
File Number:	13.05.01
Attachment Reference:	Nil

#### **COMMENT**

##### **Safety**

1. No major incidents were reported
2. Several days lost to sick leave / medical appointments

##### **Roads – Major Projects**

- **Cunderdin-Wyalkatchem Rd;**
  - Program
    - Extra trucking for gravel haulage has sped up the works. Time was lost due to wet weather however, this has been largely recovered.
    - Reasonably confident that we will be finished this stage by 30<sup>th</sup> June.
    - Gravel pit has been exhausted. Marty Grant engaged to push more up. Private job requiring approx. 150 cubic metres as well. Plans to establish a new pit to the east adjacent to the existing (non-arable land belong to Metcalfe's).



A new pit policy is required including a rehab plan / policy.

Road clearing complete, albeit very limited due to the tight clearing permit.

Yorky Contractors mulching machine trialled with good success.

- **Tammin-Wyalkatchem Rd;**

- Sealing / overlay work completed. Contractor came up 400m short due to running out of 7mm metal. This will be completed next time they are in the Wyalkatchem area.



\$29K will be transferred from the FY21 Cunderdin Rd Project to the Tammin Rd Project.

- **Maintenance Grading**

Due to the program delays on the major road projects, annual maintenance will be delayed several weeks. Expect to start immediately after the forecast weather week of 8<sup>th</sup> – 11<sup>th</sup> – rain permitting.

Roads with known black spots to be targeted first.

- Prices are being sourced for the purchase or hire of a water tank for binding.

### **Parks / Town Services Crew**

- Continuing issues with Vandalism to various council properties. A recent meeting with the Police Dept. resulted in 2 proposed approaches (2 different PC's):
  - a) Diversion, i.e. create other activities to occupy youth.
  - b) Police to visit families and outline the severity, cost, etc. of the offences.
- School sports carnival was a great success. A lot of hard work put in by the P&G crew.
- Two upcoming football matches to be catered for.
- Di McDonald receiving some mentoring / tuition in curating to assist.
- Oval Reticulation still not complete. Some solenoids require locating.
- White Dam – pump and hoses are being renovated. Testing expected mid-June.

### **Buildings**

- All buildings have had gutters vacuum cleaned.
- Fencing at the Family Day Care Centre is complete around the playground.
- Barracks – Maintenance largely completed. BBQ purchased for general uses at the facility. Several long term bookings coming up.
- Rec Ground Pavilion emergency plumbing repairs nearly complete (held up by the rain)

### **Swimming Pool Renovation**

- Repairs effected to the kiosk and shower blocks.
- Options required for diving board and leak.

### **Waste Management**

- Long term plans for the tip are still being researched. Weekly push ups of deposited waste being done for the short term.

## **WWTP and Stormwater Projects**

- **WWTP**
  - Trility expected to have shovel in ground around mid-June.
  - Some scope for the Shire to be involved in the project.
- **Gamble St Upgrade**
  - Assessment of pricing complete;
  - Survey for the streetscape to be done at the same time.
- **Vehicle/Plant**
  - Replacement vehicle pricing is underway.

## **Aerodrome**

Weekly aerodrome and lighting inspection carried out.

## **Private works**

- Nil

## **STATUTORY ENVIRONMENT**

There are no statutory environment implications in relation to this item.

## **POLICY IMPLICATIONS**

There are no direct policy implications in relation to this item.

## **FINANCIAL IMPLICATIONS**

There are no financial implications in relation to this item.

## **COMMUNITY & STRATEGIC OBJECTIVES**

The list before Council is generally in accordance with the desired outcome as expressed in the Shire of Wyalkatchem Strategic Community Plan.

### **Goal 8: Our built environment responds to the accessibility and connectivity needs of all.**

Outcome No.	Action No.	Actions
<b>8 Our built environment responds to the accessibility and connectivity needs of all</b>	8.1	Improving safety on road, cycle and footpath networks
	8.2	Developing & planning community infrastructure to improve use & social interaction
	8.3	Implement Aged Friendly Plan
	8.4	Implement the Disability Access and Inclusion Plan (DAIP)

## **VOTING REQUIREMENT**

Simple Majority

**OFFICER'S RECOMMENDATION / COUNCIL RESOLUTION:**

***(302/2021) Moved: Cr Stratford      Seconded: Cr Holdsworth***

***That Council accept the Acting Manager of Works report for the month of May 2021.***

***CARRIED 5/0***

### 10.3.2. CAPITAL PROJECTS REPORT – JUNE 2021

Applicant:	Shire of Wyalkatchem
Location:	Shire of Wyalkatchem
Date:	9 June 2021
Reporting Officer:	Peter Klein (CEO).
Disclosure of Interest:	No interest to disclose
File Number:	12.05.02
Attachment Reference:	Nil

#### BACKGROUND

The financial statements provide a report on expenditure against the budgeted capital works and this report aims to give Council a more detailed update on progress.

#### LGRIC Funded Projects

**Child Care Centre** – Inspection by the Department of Community's Education & Care Regulatory Unit (ECRU) is scheduled for Wednesday 16 June. A successful inspection will result in the facility being registered as fit to supply family day care services.

Once registration is completed the service can commence. Our educator, Stephanie Brown advises that she will provide the service in Wyalkatchem on Wednesdays and Thursdays and that both these days are currently fully booked. In addition, she has three kids on a wait list and is considering also opening the facility on a Tuesday to meet this additional demand.

LGIS has been consulted and confirms that activities within the day care centre will be covered by the Shire's existing public liability and property damage insurance.

Insufficient enrolments have been received to start a service in Koorda. However, the Koorda facility has been prepared and will also be inspected by ECRU next week.

The project has been delivered under-budget with details shown in the following table;

LRCI Phase 1	Budget	Actual Project Expenditure	Saving
Family Day Care Centre	\$100,000	\$22,797	\$77,203

Key elements now delivered are as follows;

- Removal of aged carpet and its replacement with a floating floor;
- Window tinting;
- Fencing;
- Minor plumbing; and
- Shelving and equipment.

A variation request has been submitted to the LRCI Program administration seeking approval for the unspent funds to be transferred to the Main Street Upgrade Project. At the time of writing this report no advice on progress with this application had been received.

If the application is successful, a total of \$220,734 will be available for the Main Street Upgrade.

**Museum Storage and Display Shed** – As previously advised, NM Trailers – Kellerberrin has been contracted to construct the new 42.5 x 15.5m shed which will comprise of 7 bays, each 6m wide.

The lump sum cost for the shed's supply and construction is \$85,690 (GST inclusive). This expense will be met by an \$80,000 allocation from the Phase 1 LRCI Program which will be supplemented by a \$10,000 grant secured by the Museum Association from the Collgar Community Fund.

The builder has been contracted by the Shire of Wyalkatchem and consequently the Shire will invoice the Museum Association for the construction costs exceeding \$80,000.

Builder Noel Lawrence has mobilised to site and we expect to see significant construction progress over the next few weeks.

In addition, he has invoiced the Shire for the first two instalments which are as follows;

- Instalment 1 - \$29,205 on delivery of the structural shed components to site; &
- Instalment 2 - \$29,205 on delivery to site of the remaining shed components including purlins, roof sheeting, gutters & flashings;



LGIS has been consulted on the Council's role in delivering the new Museum shed and has advised that the Council cannot extinguish its liability in respect to the builder's performance. However, our liability is potentially mitigated by ensuring the NM Trailers has insurances, specified by LGIS (Workers Compensation Insurance to a limit not less than \$50M and public liability & property damage insurance of at least \$10M for any one occurrence).

A certificate of currency has been provided in respect to his workers compensation insurance but at the time of writing this report the currency of his public liability and property damage insurances are being confirmed.

In addition, we have requested a copy of NM Trailer's contract specific Job Hazard Analysis and relevant tickets (working at heights & EWP operation). When supplied these will be reviewed and filed.

**Town Beautification/Upgrades** – Landscape architect Ecoscape has been contracted to design, cost and assist in prioritising the improvements identified through community consultation.

Ecoscape visited Wyalkatchem on 14 May and their first deliverable, a masterplan package is expected by 11 June. This will trigger the first of three review points.

Three nominations for the Main Street Working Group were received from Ross Crute, Di Davies and Gary Smith and each will be invited to participate in the review alongside Councillors.

The program for delivery has slipped slightly and a revised project program is also being compiled and will be circulated once available.



**Stormwater upgrades;**

Flint / Gamble Street and Railway Tce / Gamble St – the RFQ has been closed and bids continue to be assessed. Negotiation with potential contractors have commenced in an effort to get the quoted costs more aligned with our available budget.

Once we decide on the preferred provider, the first step will be to undertake a detailed site survey.

**STATUTORY ENVIRONMENT**

Nil

**POLICY IMPLICATIONS**

There are no direct policy implications in relation to this item.

**FINANCIAL IMPLICATIONS**

Nil

**COMMUNITY & STRATEGIC OBJECTIVES**

The matter before Council generally accords with the following Shire desired outcome as expressed in the revised Shire of Wyalkatchem Strategic Community Plan

**Goal: Community and customer service focus**

Goal No.	Strategies		Actions
<b>Goal 11</b>	<b>Community and customer service focus</b>	11.1	<ul style="list-style-type: none"><li>Effective communication and engagement with the community, including local groups and organisations</li></ul>
		11.2	<ul style="list-style-type: none"><li>Providing high quality customer and community focused services and programs across the organisation</li></ul>

**VOTING REQUIREMENT**

Simple Majority

**OFFICER'S RECOMMENDATION / COUNCIL RESOLUTION:**

***(303/2021) Moved: Cr Gamble***

***Seconded: Cr Stratford***

***That Council accept the Capital Projects report for June 2021.***

***CARRIED 5/0***

**11.MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN**

Nil

**12.QUESTIONS BY MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN**

Nil

**13.URGENT BUSINESS APPROVED BY THE PERSON PRESIDING OR BY DECISION**

Nil

**14.MATTERS BEHIND CLOSED DOORS**

Nil

**15.INFORMATION BULLETIN**

**15.1. Information Bulletin**

The information bulletin has been provided as an attachment (Attachment 15.1)

**15.2. Business Arising from the Information Bulletin**

Nil

**16.CLOSURE OF THE MEETING**

There being no further business to discuss, the Chairperson thanked everyone for their attendance and closed the meeting at 6:41pm.





# Council Meeting

Tuesday 29 June 2021

## MINUTES ZOOM

2pm Council Meeting

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

## ANNUAL CALENDAR OF ACTIVITIES

MONTH	ACTIVITY	MEETING
January		Executive
February	<ul style="list-style-type: none"> <li>Council refreshes itself on NEWROC Vision, Mission, Values (review Vision and Mission every other year)</li> <li>Council reviews NEWROC project priorities</li> </ul>	Council
March	<ul style="list-style-type: none"> <li>WDC attendance to respond to NEWROC project priorities</li> <li>Submit priority projects to WDC, Regional Development and WA Planning</li> <li>Discussion regarding portfolios vs projects, current governance structure</li> </ul>	Executive
April	NEWROC Budget Preparation	Council
May	<ul style="list-style-type: none"> <li>NEWROC Draft Budget Presented</li> <li>NEWROC Executive Officer Contract/Hourly Rate Review (current contract expires June 2022)</li> <li>Local Government Week agenda to be discussed at Executive meeting to determine if EA should attend</li> </ul>	Executive
June	NEWROC Budget Adopted	Council
July		Executive
August	<ul style="list-style-type: none"> <li>Information for Councillors pre-election</li> <li>NEWROC Audit</li> </ul>	Council
September		Executive
October	NEWROC CEO and President Handover	Council
November	<ul style="list-style-type: none"> <li>NEWROC Induction of new Council representatives (every other year)</li> <li>Review NEWROC MoU (every other year)</li> </ul>	Executive
December	NEWROC Drinks	Council

### ONGOING ACTIVITIES

Compliance

Media Releases

Newsletter

### NEWROC Chair and CEO Rotation

Shire of Mt Marshall

Shire of Nungarin

Shire of Wyalkatchem

Shire of Koorda (Oct 2019 – Oct 2021)

Shire of Mukinbudin

Shire of Trayning

Shire of Dowerin

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## NORTH EASTERN WHEATBELT REGIONAL ORGANISATION OF COUNCILS

Minutes for the Council Meeting held via ZOOM on Tuesday 29 June 2021 commencing at 2.02pm

### MINUTES

#### 1. OPENING AND ANNOUNCEMENTS

Cr Stratford, NEWROC Chair welcomed everyone to the meeting and opened the meeting at 2.02pm. Cr Stratford thanked the Shire of Dowerin for accommodating the ZOOM meeting and apologised for the short notice.

#### 2. RECORD OF ATTENDANCE AND APOLOGIES

##### 2.1. Attendance

Cr Jannah Stratford	NEWROC Chair, President Shire of Koorda
Cr Quentin Davies	President, Shire of Wyalkatchem
Cr Pippa De Lacy	President, Shire of Nungarin
Cr Tony Sachse	President, Shire of Mt Marshall
Cr Gary Shadbolt	President, Shire of Mukinbudin
Cr Melanie Brown	President, Shire of Trayning
Cr Bev Ward	Deputy President, Shire of Dowerin
Darren Simmons	NEWROC CEO, CEO, Shire of Koorda
Peter Klein	CEO, Shire of Wyalkatchem
John Nuttall	CEO, Shire of Mt Marshall
Dirk Sellenger	CEO, Shire of Mukinbudin
Leanne Parola	CEO, Shire of Trayning
Leonard Long	CEO, Shire of Nungarin
Rebecca McCall	CEO, Shire of Dowerin

NEWROC Officer

Caroline Robinson Executive Officer, NEWROC

##### 2.2. Apologies

Cr Darrel Hudson President, Shire of Dowerin

##### 2.3. Leave of Absence Approvals / Approved

Nil

#### 3. Declarations of Interest and Delegations Register

Nil

##### 3.1. Delegation Register

Please find below a delegations register as per the new policy adopted in March 2017:

Description of Delegations	Delegatee	Delegated to	Approval
Records Management	CEO	NEWROC EO	Council
NEWROC Financial Management	CEO	NEWROC EO	Council Dec 2017

Bendigo Bank Signatory (NEWROC)	CEO	NEWROC EO	Council Dec 2017
Bendigo Bank Signatory (Shire of Koorda)	Council	CEO	Council Oct 2019
NEWROC Website	CEO	NEWROC EO	Council June 2017

#### 4. Presentations

ASK Waste Management – Samuel Green

- Samuel provided a brief overview of work to date and visits
- Samuel suggested members try to line up individual Avon Waste contracts (start and finish dates)
- Members to consider the impact of additional travel costs for a regional facility
- Members to consider that closure plans can be around \$10K / \$15K each
- Anticipate circa \$3m - \$5m total closure costs for all the current waste sites (\$10m2 or up to \$30m2) across the group if a regional site was pursued and no current waste sites were kept. These costs include covering / removing contaminated soil (there is not a lot of soil available (1m of clean soil is needed and can be acquired locally or imported)).
- Members could submit the closure plans and still have a waste site and use them as a transfer station and close them over a longer time frame.
- Individual costs for closures v regional groupings is a consideration too
- 12 month lead time for a closure plan (also requires a topographic survey)
- If the waste site is registered and DEWR knows – they might be covered by the need for a closure plan and rehab
- Modelling and report by ASK Waste Management will be provided at the end of July

#### 5. MINUTES OF MEETINGS

##### 5.1. Council Meeting 19 April 2021

Minutes of the Council Meeting held 19 April 2021 have previously been circulated.

#### RESOLUTION

**That the Minutes of the Council Meeting held on 19 April 2021 be received as a true and correct record of proceedings.**

**Moved Cr de Lacy**

**Seconded Cr Shadbolt**

**CARRIED 7/0**

##### 5.2. Special Council Meeting 12 May 2021

Minutes of the Special Council Meeting held 12 May 2021 have previously been circulated.

#### RESOLUTION

**That the Minutes of the Special Council Meeting held on 12 May 2021 be received as a true and correct record of proceedings.**

**Moved Cr Davies**

**Seconded Cr Sachse**

**CARRIED 7/0**

##### 5.3. Special Council Meeting 8 June 2021

Minutes of the Special Council Meeting held 8 May 2021 have previously been circulated.

## **RESOLUTION**

**That the Minutes of the Special Council Meeting held on 8 June 2021 be received as a true and correct record of proceedings.**

**Moved Cr Davies**

**Seconded Cr de Lacy**

**CARRIED 7/0**

### **5.4. Circular Resolution 17 June 2021**

Minutes of the Circular Resolution held 17 June 2021 have previously been circulated.

## **OFFICER RECOMMENDATION**

That the Minutes of the Circular Resolution held on 17 June 2021 and concluding on 22 June 2021 be received as a true and correct record of proceedings.

## **MOTION**

**That the Minutes of the Circular Resolution held on 17 June 2021 and concluding on 22 June 2021 be received as a true and correct record of proceedings subject to the motion amendment by Cr Shadbolt:**

**The NEWROC continues its commitment to the Shire of Nungarin, as the lead local government for the telecommunications project, to cover all legal fees and additional resources currently incurred and until settlement is reached in regards to the legal proceedings with Crisp Wireless.**

**Moved Cr Shadbolt**

**Seconded Cr Sachse**

**CARRIED 7/0**

### **5.5. Executive Meeting 25 May 2021**

Minutes of the Executive Meeting held on Tuesday 25 May 2021 have previously been circulated.

## **RESOLUTION**

**That the Minutes of the Executive Meeting held on 25 May 2021 be received.**

**Moved Cr Shadbolt**

**Seconded Cr Davies**

**CARRIED 7/0**

### **5.6. Business Arising**

- Members discussed the Parliamentary Committee investigating Electoral Reform in WA
- Cr Sachse and Cr Davies supported the NEWROC in making a submission along the lines of WALGA's (it is currently closed but if it was extended)



**6. FINANCIAL MATTERS****6.1. Income, Expenditure and Profit and Loss**

<b>FILE REFERENCE:</b>	42-2 Finance Audit and Compliance
<b>REPORTING OFFICER:</b>	Caroline Robinson
<b>DISCLOSURE OF INTEREST:</b>	Nil
<b>DATE:</b>	22 June 2021
<b>ATTACHMENT NUMBER:</b>	#1P and L
<b>CONSULTATION:</b>	
<b>STATUTORY ENVIRONMENT:</b>	Nil
<b>VOTING REQUIREMENT:</b>	Simple Majority

**COMMENTS**

Account transactions for the period 1 April 2021 to 31 May 2021:

**APRIL**

Date	Description	Credit	Debit	Running Balance
<b>BB NEWROC Funds-5557</b>				
<b>Opening Balance</b>		<b>183,654.74</b>	<b>0.00</b>	<b>183,654.74</b>
01 Apr 2021	Bendigo Bank	0.00	0.40	183,654.34
06 Apr 2021	Payment: Valenti Commercial Lawyers	0.00	2,500.00	181,154.34
06 Apr 2021	Payment: Infranomics	0.00	14,459.50	166,694.84
06 Apr 2021	Payment: XERO	0.00	50.00	166,644.84
06 Apr 2021	Payment: Town Team Movement	0.00	11,000.00	155,644.84
06 Apr 2021	Payment: Solum	0.00	3,182.50	152,462.34
<b>Total BB NEWROC Funds-5557</b>		<b>0.00</b>	<b>31,192.40</b>	<b>152,462.34</b>
<b>Closing Balance</b>		<b>152,462.34</b>	<b>0.00</b>	<b>152,462.34</b>
<b>BB Term Deposit Account-1388</b>				
<b>Opening Balance</b>		<b>194,242.22</b>	<b>0.00</b>	<b>194,242.22</b>
26 Apr 2021	Bendigo Bank	786.46	0.00	195,028.68
<b>Total BB Term Deposit Account-1388</b>		<b>786.46</b>	<b>0.00</b>	<b>195,028.68</b>
<b>Closing Balance</b>		<b>195,028.68</b>	<b>0.00</b>	<b>195,028.68</b>
<b>Total</b>		<b>786.46</b>	<b>31,192.40</b>	<b>(30,405.94)</b>

**MAY**

Date	Description	Reference	Credit	Debit	Running Balance
<b>BB NEWROC Funds-5557</b>					
<b>Opening Balance</b>			<b>152,462.34</b>	<b>0.00</b>	<b>152,462.34</b>
01 May 2021	Bendigo Bank		0.00	1.60	152,460.74
04 May 2021	Payment: Monitor Business Solutions	INV-3733	0.00	50.00	152,410.74
06 May 2021	Payment: Town Team Movement	00000334	0.00	176.00	152,234.74
06 May 2021	Payment: Solum Wheatbelt Business Solutions	INV-0101	0.00	3,272.50	148,962.24
06 May 2021	Payment: Valenti Commercial Lawyers	029774	0.00	2,706.00	146,256.24
06 May 2021	Payment: Valenti Commercial Lawyers	030350	0.00	2,695.00	143,561.24
21 May 2021	Payment: Shire of Mt Marshall	INV-0071	176.00	0.00	143,737.24
25 May 2021	Australian Taxation Office		3,461.00	0.00	147,198.24
<b>Total BB NEWROC Funds-5557</b>			<b>3,637.00</b>	<b>8,901.10</b>	<b>147,198.24</b>
<b>Closing Balance</b>			<b>147,198.24</b>	<b>0.00</b>	<b>147,198.24</b>

<b>Total</b>	<b>3,637.00</b>	<b>8,901.10</b>	<b>(5,264.10)</b>
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## Balance Sheet

### North Eastern Wheatbelt Regional Organisation of Councils

As at 31 May 2021

31 MAY 2021

#### Assets

##### Bank

BB NEWROC Funds-5557	147,198.24
BB Term Deposit Account-1388	195,028.68
<b>Total Bank</b>	<b>342,226.92</b>

<b>Total Assets</b>	<b>342,226.92</b>
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#### Liabilities

##### Current Liabilities

GST	(1,040.87)
Sundry Creditors Control	26.40
<b>Total Current Liabilities</b>	<b>(1,014.47)</b>

<b>Total Liabilities</b>	<b>(1,014.47)</b>
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<b>Net Assets</b>	<b>343,241.39</b>
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#### Equity

Current Year Earnings	24,568.15
Retained Earnings	318,673.24
<b>Total Equity</b>	<b>343,241.39</b>

### Discussion at the May Executive Meeting:

- NEWROC Term Deposit has been reinvested for 0.3% with Bendigo Bank, 7 months
- Discussion regarding the current NEWROC reserve, its highest and lowest points
- No NEWROC membership fee increases or decreases in the past decade

### RESOLUTION

**That the income and expenditure from 1 April to 31 May 2021 and the P and L and balance sheet as at 31 May 2021 be received.**

**Moved Cr Brown**

**Seconded Cr de Lacy**

**CARRIED 7/0**

- Discussion regarding the telecommunications infrastructure

## 6.2. 2021/22 NEWROC BUDGET

<b>FILE REFERENCE:</b>	42-2 Finance Audit and Compliance
<b>REPORTING OFFICER:</b>	Caroline Robinson
<b>DISCLOSURE OF INTEREST:</b>	Nil
<b>DATE:</b>	22 June 2021
<b>ATTACHMENT NUMBER:</b>	#2 2021/22 DRAFT Budget #3 P and L 2020/21 (to come)
<b>CONSULTATION:</b>	
<b>STATUTORY ENVIRONMENT:</b>	Nil
<b>VOTING REQUIREMENT:</b>	Simple Majority

### COMMENTS

The 2020/21 NEWROC P and L up until mid June will be provided to members as well as a budget v actuals for this financial year.

The NEWROC Strategic Plan is the foundation document in preparing the 2021/22 budget.

Attached is a draft NEWROC Budget for the 2021/22 financial year. Key points:

- REDS Grant will be carried over into the new financial year
- DPIRD FARM GRANT for the three new telecommunication towers (Yorkrakine, Gabbin and North Koorda) are included however this is dependent on proceedings
- No change to current subscriptions
- Strategic projects to be carried over which may result in future consultancy / project fees – NEWROC regional waste project, energy and telecommunications
- Increase in legal fees

Two significant grants are available to the NEWROC going forward – BBRF (Round 6) and Regional Climate Alliance (application completed). Members are asked to consider budget implications if these funding streams are pursued. Likewise external funding for our waste and energy projects.

### RESOLUTION

NEWROC Budget 2021/22 be discussed and put forward to the NEWROC Council for their consideration

Moved R McCall

Seconded P Klein

CARRIED 6/0

### OFFICER RECOMMENDATION

NEWROC 2021/22 Budget be adopted

### MOTION

**NEWROC 2021/22 Budget be adopted subject to the amendments discussed at the meeting**

Moved Cr Sachse

Seconded Cr Shadbolt

CARRIED 7/0

### **6.3. 2020/21 AUDIT**

<b>FILE REFERENCE:</b>	42-2 Finance Audit and Compliance
<b>REPORTING OFFICER:</b>	Caroline Robinson
<b>DISCLOSURE OF INTEREST:</b>	Nil
<b>DATE:</b>	22 June 2021
<b>ATTACHMENT NUMBER:</b>	#4 Audit Partners Quote
<b>CONSULTATION:</b>	
<b>STATUTORY ENVIRONMENT:</b>	Nil
<b>VOTING REQUIREMENT:</b>	Simple Majority

#### **COMMENTS**

The NEWROC EO is preparing for the 2020/21 audit. The NEWROC EO has received one quote to date and is still to receive an additional quote.

#### **RESOLUTION**

**NEWROC to engage Audit Partners to prepare the 2020/21 Audit**

**Moved Cr Sachse**

**Seconded Cr Davies**

**CARRIED 7/0**

## 7. MATTERS FOR DECISION

### 7.1. Town Team Sponsorship – Dowerin Do Over

<b>FILE REFERENCE:</b>	042-6 NEWROC Promotion
<b>REPORTING OFFICER:</b>	Caroline Robinson
<b>DISCLOSURE OF INTEREST:</b>	Nil
<b>DATE:</b>	22 June 2021
<b>ATTACHMENT NUMBER:</b>	#5 Letter from Shire of Dowerin #6 Letter from Town Teams
<b>CONSULTATION:</b>	Rebecca McCall Cr Stratford
<b>STATUTORY ENVIRONMENT:</b>	Nil
<b>VOTING REQUIREMENT:</b>	Simple Majority

#### COMMENT

The Dowerin Do Over was held on April 29 and 30 in Dowerin. The event was sponsored by the NEWROC and Chair, Cr Jannah Stratford opened the conference. NEWROC member, the Shire of Dowerin also sponsored the two day event and did an immense amount of on the ground work leading up to the two days and during it. Thanks are extended to Rebecca McCall and her staff for their efforts.

Congratulations to the Shire of Dowerin on their main street improvements and activating their local community to lead the process. There was media coverage of the event and NEWROC was acknowledged in all print and social media announcements by both Town Teams, their partners (RAC, Wheatbelt Business Network and Shire of Dowerin) and attendees.

Town Teams is currently finalizing a video of the event which the NEWROC members can share.

It is hoped that this unique event will inspire the NEWROC communities and in particular the CRCs to activate local projects. Additionally, Town Teams can be established in NEWROC communities (CRCs or Progress Groups are best aligned to becoming a Town Team) and apply for funding from the [RAC Connecting Communities](#) program for main street activation projects.

Attached are two letters of thanks to the NEWROC. The NEWROC has written to the Shire of Dowerin thanking them for the event and also to Town Teams.

Discussion at the Executive Meeting:

- The event was a lot of hard work but it has reinvigorated the town and provided confidence and collaboration amongst the community
- Town Team benefited with the immense ease of the local government event process (compared with metro local government)
- The CRC workshop should have been held after the Dowerin community workshop
- Brief discussion on the North Midlands Project and its relevance to NEWROC

#### RESOLUTION

**Correspondence from the Shire of Dowerin and Town Team Movement be received**

**Moved Cr de Lacy**

**Seconded Cr Brown**

**CARRIED 7/0**

## 7.2. Regional Climate Alliance

<b>FILE REFERENCE:</b>	035-1 General Grants
<b>REPORTING OFFICER:</b>	Caroline Robinson
<b>DISCLOSURE OF INTEREST:</b>	Nil
<b>DATE:</b>	22 June 2021
<b>ATTACHMENT NUMBER:</b>	
<b>CONSULTATION:</b>	John Nuttall Rebecca McCall Cameron Edwards
<b>STATUTORY ENVIRONMENT:</b>	Nil
<b>VOTING REQUIREMENT:</b>	Simple Majority

### BACKGROUND

The Regional Climate Alliance Program provides funding for two regional climate alliances – with each able to access more than \$400,000 over two years.

The Program is an action under the State Government's *Western Australian Climate Policy 2020*, which supports regional Local Governments to drive action on climate change, energy and sustainability through regional partnerships.

Groupings of Local Governments in Western Australia are invited to submit an expression of interest to establish a climate alliance to take action on climate change, energy and sustainability projects through regional partnerships. Through the Program, two pilot climate alliances will be established.

The two Alliances will have access to \$210,000 each financial year between 2021-23 to employ Regional Climate Alliance Coordinators and deliver climate change adaptation and mitigation projects.

The Program is being administered by WALGA on behalf of the Department of Water and Environmental Regulation and is an initiative under the State Government's Western Australian Climate Policy (2020).

For grant program guidelines or to apply, please visit the WALGA website at [walga.asn.au/regionalclimateallianceprogram](http://walga.asn.au/regionalclimateallianceprogram)

Applications close on Monday, 21 June 2021.

### Update since the May Executive Meeting:

- NEWROC sought to partner with WEROC on the application however WEROC thought that the 13 local governments may be too large for the Alliance. WEROC were very supportive of working together on future initiatives
- Due to the looming deadline the NEWROC CEOs provided feedback to the NEWROC EO on the grant and discussed it at individual Council meetings
- A submission was made by the NEWROC. No matched funding is sought at this stage.

### Extract from the EOI submission:

Managing climate change risks to council services, infrastructure and operations, and supporting the community and businesses within it to adapt is a responsibility that the proposed NEWROC Climate Alliance will aim to address.

The NEWROC Regional Climate Alliance will aim to achieve the following objectives:

- Development of a NEWROC climate change vision and associated strategic plan
- Advancement towards the achievement of the current NEWROC energy vision on renewable energy generation, storage and supply (see attached)
- Integration and advancement of member local government projects in the areas of water, energy generation and use; and the natural environment that have been identified in their own strategic planning processes
- Consideration and integration of climate change risks in member local government policies

The NEWROC Regional Climate Alliance benefits will include:

- Demonstrating local leadership and adaptation to climate risks. In particular on community owned renewable energy generation, supply and storage (which would be a first for the state)
- Local governments working together to reduce the impacts and adapt to the effects of climate change
- Encouraging Councils and their communities to take action in relation to climate change
- Better understanding the impacts of climate change on the environment, communities and lifestyles, so the NEWROC members and their communities can prepare and adapt for the future
- Coordinating action amongst the members through encouraging interactions, coordinating work and identifying opportunities to strengthen climate action amongst themselves and key stakeholders
- Allowing the NEWROC councils to participate in projects that they would not be able to individually
- Providing local leadership and action on climate change adaption and responses
- Providing local information and research that helps inform member Councils in their decision making
- Clear communication of initiatives within and beyond the member Council

**RESOLUTION**

NEWROC to lodge an expression of interest in the Regional Climate Alliance

Moved L Parola

Seconded J Nuttall

CARRIED 6/0

**RESOLUTION**

**NEWROC to lodge an expression of interest in the Regional Climate Alliance**

**Moved Cr Davies**

**Seconded Cr Sachse**

**CARRIED 7/0**

**Discussion:**

- Funding announcement and closure was a short time frame
- No financial commitments as yet for the EOI

### 7.3. ENERGY

<b>FILE REFERENCE:</b>	107-1 Power
<b>REPORTING OFFICER:</b>	Caroline Robinson
<b>DISCLOSURE OF INTEREST:</b>	Nil
<b>DATE:</b>	22 June 2021
<b>ATTACHMENT NUMBER:</b>	#7 InfraNomics Project Proposal #8 NEWROC Energy Vision
<b>CONSULTATION:</b>	Cameron Edwards Peter Klein Hon Mia Davies Hon Martin Aldridge
<b>STATUTORY ENVIRONMENT:</b>	Nil
<b>VOTING REQUIREMENT:</b>	Simple Majority

### BACKGROUND

An energy session with NEWROC Council, InfraNomics, EMRC and Lithium Valley WA was held in Mukinbudin on 19 April 2021. Thank you to the Shire of Mukinbudin for hosting this meeting.

The current energy landscape was discussed as well as a number of potential projects including:

- Reliable power supply to businesses in an industrial area (pilot project)
- Mobile telecommunications trailer for mobile phone connection (to alleviate the power reliability to Telstra towers)
- Reliable power supply to a town site (battery and solar back up) e.g. Bencubbin
- Individual power supply to residences and businesses via batteries and solar back up (like an SLS)

No clear projects were agreed at the session. However since the meeting InfraNomics has pulled together a proposal (attached) as a short term project ('quick win via a pilot project') to discuss and to demonstrate to key stakeholders the NEWROC is committed to resolving local power issues.

### RESOLUTION

NEWROC Council develop an energy vision, one page summary of energy projects and arrange meetings with relevant State and Federal Ministers

Moved P Klein

Seconded R McCall

CARRIED 6/0

### Update since the May Executive Meeting:

At the NEWROC May Executive Meeting the CEO's discussed the proposal and felt it was not resolving the power reliability issues and following a presentation by Cameron Edwards at the meeting, it would be very difficult to implement due to the lack of support from the telecommunications carriers to use the mobile telecommunications tower.

Since the May Executive Meeting the NEWROC EO has developed a summary of the NEWROC Energy Project which can be distributed to key stakeholders during discussions and pitches.



The NEWROC EO and Cameron Edwards met by ZOOM with the Hon Mia Davies and Hon Martin Aldridge in early June to brief the local members on the energy projects and outline our difficulties. Outcomes from the meeting included that:

- The two local members would write us a letter of support for the projects
- The Hon Mia Davies would seek a meeting with the Minister for Local Government on regional subsidiary regulations and invite NEWROC to present the energy project to him as a reason to amend the regulations and help us use the regional subsidiary structure to resolve power reliability in the NEWROC (community owned battery)

Funding coming up:

- ARENA Regional Australia Microgrid Pilot Program

#### OFFICER RECOMMENDATION

NEWROC Council develop an energy vision, one page summary of energy projects and arrange meetings with relevant State and Federal Ministers.

#### RESOLUTION

**NEWROC Council develop an energy vision, one page summary of energy projects and arrange meetings with relevant State and Federal Ministers. An energy working group be established and include Cr Jannah Stratford, Cr Gary Shadbolt, Peter Klein, Rebecca McCall and Darren Simmons**

**Moved Cr Brown**

**Seconded Cr Sachse**

**CARRIED 7/0**

**7.4. REGIONAL LIVEABILITY**

<b>FILE REFERENCE:</b>	041-5 Strategic and Future Planning
<b>REPORTING OFFICER:</b>	Caroline Robinson
<b>DISCLOSURE OF INTEREST:</b>	Nil
<b>DATE:</b>	22 June 2021
<b>ATTACHMENT NUMBER:</b>	
<b>CONSULTATION:</b>	
<b>STATUTORY ENVIRONMENT:</b>	Nil
<b>VOTING REQUIREMENT:</b>	Simple Majority

**COMMENT**

Attracting and retaining populations is a key concern for towns across regional Australia. Sustaining and building resident populations helps towns thrive and plan for their future. However, outside of Australia's metropolitan areas, planning for and managing regional populations can be challenging. Population growth is distributed unevenly across towns and cities in regional Australia, and some regions struggle to provide meaningful employment options to residents while many others are experiencing continual shortages of professionals and highly skilled tradespeople.

As access to remote working improves (and in particular in the NEWROC with the Crisp Wireless service) and physical infrastructure better connects towns with regional centres and metropolitan areas, people can afford to be choosier about where they settle. This is especially so as demand for skilled and professional workers increases across much of regional Australia. Regional areas can find themselves in competition with one another as they seek to improve their liveability and be more attractive to prospective residents.

However, improving the liveability of a regional community is not necessarily straightforward. 'Liveability' means slightly different things to different people and the way that we assess liveability is subjective and highly personalised. People make different assessments based on their needs, their aspirations, and their stages of life. What makes a place liveable for one person might not exactly match what makes it liveable for another.

One of the long term goals of the NEWROC is to attract and retain people to the towns of the member local governments and to continue to improve livability. Specifically in the current NEWROC Strategic Plan the following objectives are included:

*Identify opportunities and strategies for attracting new businesses and expanding existing businesses by promoting the availability of accessible land, the community spirit and high-speed communications network available within the region. (High priority)*

*Attract and retain health professionals and age care providers in a co-ordinated manner within the region (High priority)*

In 2021 the Regional Australia Institute launched a Liveability Toolkit at the 2021 Regions Rising National Summit in Canberra by the Hon Mark Coulton, Minister for Regional Health, Regional Communications and Local Government.

The Liveability Toolkit is a comprehensive, step-by-step practical guide for regional leaders looking to build their community populations.

Link: <http://www.regionalaustralia.org.au/home/liveability-toolkit/>

The Toolkit has been developed in response to the growing need in regional communities to attract and retain populations. It builds on the Regional Australia Institute's research across rural and regional Australia on population mobility, regional jobs and liveability. It draws together insights from this work to create a practical guide for regional leaders who are seeking to attract

and retain populations in their town. The Toolkit recognises that Australia has a highly mobile population and that regional “liveability” has a strong role to play in influencing people’s decisions about where to live.

This Toolkit is a guide to help regional leaders gather and analyse the data that can help them develop a tailored action plan to improve their town’s liveability. By developing a place-based Liveability Action Plan, regional towns can become more successful in attracting the people that they need for a strong and prosperous future. A deep understanding by regional leaders of the liveability factors of their town will also ensure that any future “marketing” of the town to attract new residents can be well-targeted. The way the Toolkit has been designed allows regional leaders to address this issue in a manner which reflects the unique strengths, challenges and vision of their particular town.

The NEWROC EO puts forward a proposal to consider using the Liveability Toolkit by RAI to assess and determine the liveability across the towns of the NEWROC. With the assessment to be used in future population attraction and retention strategies and promotions. This may be a possible project to put forward to BBRF Community Investment Stream later in 2021.

<b>RESOLUTION</b>
<b>Submitted for discussion</b>
<b>Moved Cr Sachse                      Seconded Cr de Lacy                      CARRIED 7/0</b>

Discussion:

- All members were supportive of a future BBRF application on the matter

## 7.5. REGIONAL SUBSIDIARY

<b>FILE REFERENCE:</b>	041-5 Strategic and Future Planning
<b>REPORTING OFFICER:</b>	Caroline Robinson
<b>DISCLOSURE OF INTEREST:</b>	Nil
<b>DATE:</b>	20 May 2021
<b>ATTACHMENT NUMBER:</b>	
<b>CONSULTATION:</b>	Tony Brown WALGA
<b>STATUTORY ENVIRONMENT:</b>	Nil
<b>VOTING REQUIREMENT:</b>	Simple Majority

### COMMENT

The NEWROC EO made contact with Tony Brown to follow up on previous discussions around regional subsidiaries and in light of the State Election results. Tony has provided the following update on WALGA's advocacy on regional subsidiaries to the Minister for Local Government:

#### ***Regional Subsidiaries***

*That as a priority the Regional Subsidiaries Regulations be amended to enable regional groups of Local Governments to form Subsidiaries without the overly prescriptive regulations that currently exist.*

*A key advantage of the regional subsidiary model is the use of a charter, as opposed to legislation, as the primary governance and regulatory instrument. Accordingly, the legislative provisions governing the establishment of regional subsidiaries should be light, leaving most of the regulation to the regional subsidiary charter, which can be adapted to suit the specific circumstances of each regional subsidiary.*

*Examples of potential uses for regional subsidiaries are as follows;*

- *Regional service delivery – such as Building services, Health services, Ranger services*
- *Back-office functions – Finance and/or Asset Management*
- *Regional Waste service*
- *Regional Tourism*
- *Regional Housing Projects – Joint partnerships ie Public/Private Partnerships*
- *Regional grant administration/regional project management*

*There are a number of regional groups who would like to commence subsidiaries as follows;*

- *NEWROC (North Eastern Wheatbelt Councils) – Dowerin, Koorda, Mt Marshall, Mukinbudin, Nungarin, Trayning, Wyalkatchem. Current projects are – Waste, Telecommunications, Child Care, Tourism, Wheatbelt 'Main Street Revitalisation Program, Energy –power reliability*
- *South West Group of LG'S – Busselton, Bunbury, Harvey, Augusta Margaret River, Dardanup, Manjimup, Collie, Donnybrook-Balingup, Bridgetown-Greenbushes, Boyup Brook, Nannup. Project is a South West Regional Waste Group proposal*
- *Katanning, Cranbrook, Plantagenet, Broomehill-Tambellup – Regional Tourism*

*The regional Subsidiary model would be perfect for VROC'S – Voluntary Regional Councils to transition to a subsidiary and become a legal entity.*

**Regional Models – Act amendment**

*If Act amendments or a new Act is being considered then WALGA would support replacing the current regional subsidiary model with the Joint and Single Subsidiary model recommended by the Local Government Review Panel (May 2020).*

**OFFICER RECOMMENDATION**

NEWROC Council to continue to consider this model and write to the Minister for Local Government outlining projects we would like to consider in a regional subsidiary

The item was discussed however no resolution was passed

**Update since the May Executive Meeting:**

See above energy item regarding the discussion with Hon Mia Davies and a presentation to the Local Government Minister

**MOTION**

**NEWROC Council to continue to consider this model and write to the Minister for Local Government outlining projects we would like to consider in a regional subsidiary**

**Moved Cr Sachse**

**Seconded Cr Brown**

**CARRIED 7/0**

## **7.6. WEROC - WASTE**

<b>FILE REFERENCE:</b>	103-1 Waste Management General
<b>REPORTING OFFICER:</b>	Caroline Robinson
<b>DISCLOSURE OF INTEREST:</b>	Nil
<b>DATE:</b>	20 May 2021
<b>ATTACHMENT NUMBER:</b>	
<b>CONSULTATION:</b>	WEROC Inc
<b>STATUTORY ENVIRONMENT:</b>	Nil
<b>VOTING REQUIREMENT:</b>	Simple Majority

### **COMMENT**

The NEWROC members participated in the April WEROC Inc meeting.

At the meeting the NEWROC CEO and NEWROC EO outlined the waste project. WEROC Inc requested NEWROC consider sharing some findings from the work undertaken by ASK Waste Management – Regional Landfill Strategy.

Members are asked to consider what information may be useful to WEROC Inc (if any) and the information we provide is not commercial in confidence.

### **RESOLUTION**

The NEWROC EO write to WEROC Inc outlining the reasons we pursued the project, our estimated waste quantities amongst the members and what our preferred option is (currently being undertaken in stage 2)

Moved L Long

Seconded L Parola

CARRIED 6/0

### **RESOLUTION**

The NEWROC EO write to WEROC Inc outlining the reasons we pursued the project, our estimated waste quantities amongst the members and what our preferred option is (currently being undertaken in stage 2)

Moved Cr de Lacy

Seconded Cr Shadbolt

CARRIED 7/0

## 8. EMERGING NEWROC ISSUES as notified, introduced by decision of the Meeting

NEWROC Literary Lunch – date advised Friday 20 August

Long Table Lunch Wyalkatchem – NEWROC EO will distribute a flyer for this event on Saturday 14 August

Members to advise whether they will be attending the Local Government Convention and whether there is a preferred date for the annual NEWROC Dinner (Sunday 19 Sept?)

### 8.1. WA Electoral Reform

#### MOTION

**NEWROC writes a letter to the Ministerial Expert Committee in support of WALGA's GECZ position on Electoral Reform**

**Moved Cr Sachse**

**Seconded Cr Davies**

**CARRIED 7/0**

### 8.2. NEWROC Meetings

- 27<sup>th</sup> July Executive Meeting please add ASU and the Award movement for LG employees
- NEWROC Council meetings to align where possible with GECZ meetings to reduce travel and time away from the office

## 9. 2021 MEETING SCHEDULE

27 July	Executive	Shire of Wyalkatchem
<b>**31 August</b>	Council	Shire of Koorda <b>(Note change)</b>
<i>(Local Government Convention Monday 20<sup>th</sup> and 21<sup>st</sup> September 2021 @ CROWN (NEWROC Dinner)</i>		
28 September	Executive	Shire of Trayning
26 October	Council	Shire of Nungarin
30 November	Executive	Shire of Mukinbudin
14 December	Council	Shire of Mt Marshall

## 10. CLOSURE

Cr Stratford thanked everyone for their attendance and contributions and closed the meeting at 3.45pm





**LIST OF PAYMENTS MADE FOR THE MONTH OF JUNE 2021  
PRESENTED AND ENDORSED AT THE ORDINARY MEETING OF COUNCIL - JULY 2021**

Ref No.	Date	Name	Description	Amount	Bank	
EFT1190	02/06/2021	Perfect Computer Solutions Pty Ltd	Setup and install of Microsoft Teams	1700.00	MUNI	EFT
EFT1191	02/06/2021	Wyalkatchem General Store	Refreshments - 20/04/21 to 19/05/21	253.79	MUNI	EFT
EFT1192	02/06/2021	Two Dogs Hardware	Admin office in-line water filter	139.00	MUNI	EFT
EFT1193	02/06/2021	Shawmac Pty Ltd	Review the Wyalkatchem Stormwater Managment Plan	1815.00	MUNI	EFT
EFT1194	02/06/2021	Sunny Sign Company	Disabled parking only signs with posts and fittings	350.72	MUNI	EFT
EFT1195	02/06/2021	Department of Mines, Industry Regulation and Safety	BSL - May 2021	85.97	MUNI	EFT
EFT1196	02/06/2021	Ally Bryant	JAMF Subscription	192.00	MUNI	EFT
EFT1197	02/06/2021	Gary Thorpe	Vehicle logbook - May 2021	154.36	MUNI	EFT
EFT1198	02/06/2021	Peter Klein	Reimbursement for Day Care Items	767.89	MUNI	EFT
EFT1199	02/06/2021	Central Wheatbelt Plumbing	Replace faulty cistern - 59 Flint St	564.89	MUNI	EFT
EFT1200	02/06/2021	Ecoscape (Australia) Pty Ltd	Landscape architectural design - Overall master plan	3696.00	MUNI	EFT
EFT1201	02/06/2021	Blue Sky Civil Pty Ltd	Acting Manager of Works from 03/05/2021 to 14/05/2021	7544.00	MUNI	EFT
EFT1202	02/06/2021	Exelnetwork Pty Ltd	Portable Appliance Tester	1556.50	MUNI	EFT
EFT1203	02/06/2021	Ritecert Pty Ltd	Museum Shed CDC and Justification report	1793.00	MUNI	EFT
EFT1204	02/06/2021	Australia Post	Postage - April 2021	58.25	MUNI	EFT
EFT1205	02/06/2021	Australian Taxation Office	Supperannuation - resubmitted payment 11/12/20 to 26/03/21	45.31	MUNI	EFT
EFT1206	02/06/2021	Bunnings Midland	Building Materials - Rec Centre, Admin Office, and Depot	1105.85	MUNI	EFT
EFT1207	02/06/2021	DFES	ESL - 20220/21 Form 'A' Adjustment	252.26	MUNI	EFT
EFT1208	02/06/2021	Liebherr-Australia Pty Ltd	Supply & Replace Hoist Cylinder with New Hoist Cylinder	12669.36	MUNI	EFT
EFT1209	02/06/2021	MJM Mech Services	Vaccination fridge for the medical centre	4195.91	MUNI	EFT
EFT1210	02/06/2021	Planwest	Planning Advice - Wyalkatchem General and 3x A1 Map	702.50	MUNI	EFT
EFT1211	02/06/2021	Tutt Bryant Equipment Pty Ltd	1500 hour service to Bomag roller	1913.08	MUNI	EFT



**LIST OF PAYMENTS MADE FOR THE MONTH OF JUNE 2021  
PRESENTED AND ENDORSED AT THE ORDINARY MEETING OF COUNCIL - JULY 2021**

Ref No.	Date	Name	Description	Amount	Bank	
EFT1212	02/06/2021	Wheatbelt Office & Business Machines	Black/White and Colour Copies - 09/04/21 to 20/05/21	330.42	MUNI	EFT
EFT1213	02/06/2021	Winc Australia Pty Ltd	Various Stationery and Cleaning Products	613.52	MUNI	EFT
EFT1214	02/06/2021	Wyalkatchem Hotel	Meals for Westrac Mechanic	56.50	MUNI	EFT
EFT1215	02/06/2021	Wyalkatchem Spraying Service	Weed Sraying - Roads, Airport, and White Dam	3760.00	MUNI	EFT
EFT1216	02/06/2021	Wyalkatchem Tyre Service	Repair tyre - Toro Mower	77.40	MUNI	EFT
EFT1217	02/06/2021	Wylie News & Lotteries	Sandwiches and Newspaper	43.70	MUNI	EFT
EFT1218	15/06/2021	Blackwell Plumbing & Gas Pty Ltd	Plumbing Services - 10 Honour Ave	935.00	MUNI	EFT
EFT1219	15/06/2021	Dowerin Farm Shed	Private Works 11 - Lodge	1350.20	MUNI	EFT
EFT1220	15/06/2021	BossHealth Group Pty Ltd	Contract EHO - June 2021	2475.00	MUNI	EFT
EFT1221	15/06/2021	Peter Klein	Reimbursement for Day Care items	315.19	MUNI	EFT
EFT1222	15/06/2021	Central Wheatbelt Plumbing	Rec Centre - Drain and tank replacement	40179.32	MUNI	EFT
EFT1223	15/06/2021	Goomalling Farm Shed	Items for Child Care Centre	1514.95	MUNI	EFT
EFT1224	15/06/2021	A & T Tyler & Sons	Gravel push up and supply	49500.00	MUNI	EFT
EFT1225	15/06/2021	Avon Waste	Rubbish and Recycling collection - May 2021	5128.90	MUNI	EFT
EFT1226	15/06/2021	TOLL Australia	Freight From Sunny Signs	34.27	MUNI	EFT
EFT1227	15/06/2021	Dunnings	Bulk Diesel	8940.97	MUNI	EFT
EFT1228	15/06/2021	ITVISION	Monthly Fee & Altus content upgrade	11289.66	MUNI	EFT
EFT1229	15/06/2021	Marketforce	Advertisement for the West australian 5/5/21	372.99	MUNI	EFT
EFT1230	15/06/2021	Shire of Cunderdin	VELPIC software annual subscription 31/05/21 - 30/05/22	423.34	MUNI	EFT
EFT1231	15/06/2021	Wylie News & Lotteries	Card and refreshments - May 2021	143.99	MUNI	EFT
EFT1232	17/06/2021	Shawmac Pty Ltd	Stormwater concept drawing, designs, and reports	4587.00	MUNI	EFT
EFT1233	17/06/2021	Sunny Sign Company	Guide Post	4991.25	MUNI	EFT
EFT1234	17/06/2021	Techstone Pty Ltd	Concrete plinths for cemetery	4224.00	MUNI	EFT
EFT1235	17/06/2021	N.M Trailers	Museum Shed - Supply 1 Shed	58410.00	MUNI	EFT
EFT1236	17/06/2021	Australia Day Council of WA	Australia Day Council membership 2021-22	650.00	MUNI	EFT
EFT1237	17/06/2021	BOC Gases	Container Service Charges 28/04/21 to 28/05/21	63.59	MUNI	EFT

**LIST OF PAYMENTS MADE FOR THE MONTH OF JUNE 2021  
PRESENTED AND ENDORSED AT THE ORDINARY MEETING OF COUNCIL - JULY 2021**

Ref No.	Date	Name	Description	Amount	Bank	
EFT1238	17/06/2021	Boral	Supply and laying of Emulsion - Cunderdin-Wyalkatchem Road	139469.57	MUNI	EFT
EFT1239	17/06/2021	Burgess Rawson (wa) Pty Ltd	CBH Museum Water Usage 12/04/21 to 04/06/21	111.27	MUNI	EFT
EFT1240	17/06/2021	TOLL Australia	Freight from PCS x 3	33.00	MUNI	EFT
EFT1241	17/06/2021	Integral Fire Protection	2.5kg Fire Extinguisher - Bus	118.24	MUNI	EFT
EFT1242	17/06/2021	Nutrien Ag Solutions Ltd	Pallet of Rapid Set Concrete	712.8	MUNI	EFT
EFT1243	17/06/2021	Marketforce	Advertisment in West Australian 3/04/21 MOW	1555.76	MUNI	EFT
EFT1244	17/06/2021	Metal Artwork Creations	Desk name plaques	155.27	MUNI	EFT
EFT1245	17/06/2021	Petchell Mechanical	Service & Replace Belts etc - Howard Procut roller	4591.65	MUNI	EFT
EFT1246	17/06/2021	T & E Services Pty Ltd	Medical Services - May & June 2021	25593.69	MUNI	EFT
EFT1247	17/06/2021	WA Contract Ranger Services	Ranger Services - 28/05/21 and 10/06/21	654.50	MUNI	EFT
EFT1248	17/06/2021	Wheatbelt Office & Business Machines	Black/White and Colour Copies 20/05/21 - 11/06/21	338.04	MUNI	EFT
EFT1249	17/06/2021	Wyalkatchem Community Resource	Monthly contribution - May 2021	2464.68	MUNI	EFT
EFT1250	18/06/2021	Boral	Correction - Missed GST amount for Cunderdin-Wyalkatchem	13946.96	MUNI	EFT
EFT1251	24/06/2021	ATO Small Business Super Clearing House	Superannuation contributions	46202.30	MUNI	EFT
EFT1252	25/06/2021	Perfect Computer Solutions Pty Ltd	Lenovo Laptop for MOW	1660.00	MUNI	EFT
EFT1253	25/06/2021	Wyalkatchem General Store	Refreshments 20/05/21 to 16/06/21	395.56	MUNI	EFT
EFT1254	25/06/2021	Mischa Stratford	Councillor Payment - 01/01/21 - 30/06/21	2668.50	MUNI	EFT
EFT1255	25/06/2021	Urban & Rural Valuations	Valuation of Land and shed	2057.88	MUNI	EFT
EFT1256	25/06/2021	Briskleen Supplies and Hygiene Service	Various cleaning product and items	2338.61	MUNI	EFT
EFT1257	25/06/2021	Contract Aquatic Services - EFT	Monthly Contract fee 2020/21 - March 2021	15400.00	MUNI	EFT
EFT1258	25/06/2021	TOLL Australia	Freight Services - to PCS and from Sunny Signs	299.86	MUNI	EFT
EFT1259	25/06/2021	Emma Caris Holdsworth	Councillor Payment - 01/01/21-30/06/21	2668.50	MUNI	EFT
EFT1260	25/06/2021	Owen Garner	Councillor Payments - 01/01/21-30/06/21	3430.00	MUNI	EFT
EFT1261	25/06/2021	Quentin Ross Davies	Councillor payments - 01/01/21-30/06/21	5713.50	MUNI	EFT
EFT1262	25/06/2021	Stephen John Gamble	Councillor Payments - 01/01/21-30/06/21	2668.50	MUNI	EFT
EFT1263	25/06/2021	Marty Grant Bulldozing	Push Up Gravel	10527.00	MUNI	EFT
EFT1264	25/06/2021	Rachel Nightingale	Councillor Payment - 01/01/21-30/06/21	2668.50	MUNI	EFT
EFT1265	25/06/2021	Sheridan's for Badges	18 full colour name badges	514.25	MUNI	EFT

**LIST OF PAYMENTS MADE FOR THE MONTH OF JUNE 2021  
PRESENTED AND ENDORSED AT THE ORDINARY MEETING OF COUNCIL - JULY 2021**

Ref No.	Date	Name	Description	Amount	Bank	
EFT1266	25/06/2021	T-Quip Turf Equipment Solutions	Blades for Toro Mower	203.50	MUNI	EFT
EFT1267	25/06/2021	Tutt Bryant Equipment Pty Ltd	Service of Bomag Roller	1913.08	MUNI	EFT
EFT1268	25/06/2021	Winc Australia Pty Ltd	10L Stainless Steel Urn	598.07	MUNI	EFT
EFT1269	25/06/2021	Wyalkatchem and Districts Club	Refreshments for June OMC & Workshops	476.00	MUNI	EFT
EFT1270	29/06/2021	Central Wheatbelt Plumbing	Repair water main line at Rec Centre	2970.00	MUNI	EFT
EFT1271	29/06/2021	MACA Infrastructure Pty Ltd	Wetmix 200mm - Tammin/Wyalkatchem Rd	47060.55	MUNI	EFT
EFT1272	29/06/2021	Blue Sky Civil Pty Ltd	Contract Management Services - 01/06/21 - 22/06/21	18450.00	MUNI	EFT
EFT1273	29/06/2021	JM Haulage	Hire of road train to haul gravel	23117.88	MUNI	EFT
EFT1274	29/06/2021	Goomalling Farm Shed	Various garden tools and building materials	771.30	MUNI	EFT
EFT1275	29/06/2021	Australian Taxation Office	BAS - May 2021	9046.00	MUNI	EFT
EFT1276	29/06/2021	TOLL Australia	Freight to State Library and from Briskleen	334.57	MUNI	EFT
EFT1277	29/06/2021	Eastern Hills Saws & Mowers	Various Chainsaw and Mower parts	2394.70	MUNI	EFT
EFT1278	29/06/2021	ITVISION	Payroll EOFY procedures and balancing	4053.50	MUNI	EFT
EFT1279	29/06/2021	Liebherr-Australia Pty Ltd	Diagnose and repair fault codes on loader	4144.94	MUNI	EFT
EFT1280	29/06/2021	Marty Grant Bulldozing	Maintenance grading - Grader Hire	12358.50	MUNI	EFT
EFT1281	29/06/2021	R Munns Engineering Consulting	WNE SRRG secretariat and technical consultation - 2020/2021	1362.90	MUNI	EFT
EFT1282	29/06/2021	T-Quip Turf Equipment Solutions	Freight of Blades for Toro	58.40	MUNI	EFT
EFT1283	29/06/2021	T & E Services Pty Ltd	10 x flu injection bookings	550.00	MUNI	EFT
EFT1284	29/06/2021	Westrac	500 hour service and diagnose steering alarm fault	5568.46	MUNI	EFT
DD1531.1	01/06/2021	Westnet	Email Hosting - 19/3/21 to 19/4/21	111.32	MUNI	DD
DD1531.2	01/06/2021	Synergy	Electricity Charges - Aerodrome Terminal 14/4/21 to 11/5/21	188.53	MUNI	DD
DD1531.3	01/06/2021	Fuji Xerox	Photocopier Lease/Rental Charges - 23/5/21 to 22/6/21	317.02	MUNI	DD
DD1531.4	01/06/2021	Crisp Wireless	Internet Charges - May 2021	625.90	MUNI	DD
DD1533.1	08/06/2021	Telstra	Phone Charges - May 2021	411.43	MUNI	DD
DD1538.1	09/06/2021	Synergy	Electricity Charges - Various sites - 13/03/21 to 14/05/21	6071.92	MUNI	DD
DD1540.1	10/06/2021	Synergy	Electricity Charges - New Depot - 12/03/21 to 13/05/21	116.22	MUNI	DD
DD1546.1	15/06/2021	Water Corporation.	Water Charges - Cropping Land & Cemetery 24/3/21 to	258.24	MUNI	DD
DD1546.2	15/06/2021	Synergy	Electricity Charges - Top Depot 13/3/21 to 24/05/21	169.09	MUNI	DD
DD1548.1	16/06/2021	Water Corporation.	Water Charges - Terminal 25/3/21 to 25/05/21	73.70	MUNI	DD

**LIST OF PAYMENTS MADE FOR THE MONTH OF JUNE 2021  
PRESENTED AND ENDORSED AT THE ORDINARY MEETING OF COUNCIL - JULY 2021**

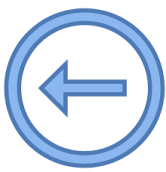
Ref No.	Date	Name	Description	Amount	Bank	
DD1548.2	16/06/2021	Synergy	Electricity Charges - Rec Centre 13/3/21 to 14/5/21	781.36	MUNI	DD
DD1550.1	17/06/2021	Foxtel	Foxtel - 57 Flint Street June 2021	154.00	MUNI	DD
DD1554.1	21/06/2021	BP Australia Pty Ltd	Fuel Card - May 2021	105.60	MUNI	DD
DD1554.2	21/06/2021	Telstra	Moblile Phone Charges - May 2021	118.90	MUNI	DD
DD1554.3	21/06/2021	Water Corporation.	Water Charges - various sites 1/5/21 to 30/6/21	2244.88	MUNI	DD
DD1558.1	22/06/2021	Synergy	Electricity Charges - Street lights 25/4/21 to 24/5/21	2468.40	MUNI	DD
DD1560.1	24/06/2021	Water Corporation.	Water Charges - various sites 9/4/21 to 4/6/21	2329.98	MUNI	DD
DD1562.1	25/06/2021	Water Corporation.	Water Charges - various sites 12/4/21 to 3/6/21	606.45	MUNI	DD
DD1568.1	03/06/2021	NAB	Credit Card 29/04/21 to 28/05/21	614.58	MUNI	DD
DD1571.1	29/06/2021	Water Corporation.	Water Charge - Medical Centre	2726.59	MUNI	DD
DD1571.2	29/06/2021	Synergy	Electricity Charge - Terminal Building	214.40	MUNI	DD
DD1574.1	29/06/2021	Water Corporation.	Water Charge - Town Hall	375.43	MUNI	DD
DD1576.1	30/06/2021	Fuji Xerox	Printer Lease - 23/06/21 to 22/07/21	317.02	MUNI	DD
JNL	08/06/2021	Payroll	Payroll	28331.44	MUNI	JNL
JNL	22/06/2021	Payroll	Payroll	24517.59	MUNI	JNL

**\$724,104.09**

<b>MUNICIPAL ACCOUNT PAYMENTS</b>	<b>\$724,104.09</b>
<b>TRUST ACCOUNT PAYMENTS</b>	<b>\$ -</b>

**\$724,104.09**





## Statement for

**NAB Business Visa**

NAB Commercial Cards Centre - GPO Box 9992 Melbourne Victoria 3001

Tel 1300 498 594 8am - 8pm AEST &amp; AEDT Monday to Friday, 9am - 6pm AEST &amp; AEDT Saturday and Sunday

Fax 1300 363 658

Lost &amp; Stolen cards: 1800 033 103 (24 hours within Australia only)

WYALKATCHEM SHIRE  
27 FLINT STREET  
WYALKATCHEM WA 6485

Statement Period 29 April 2021 to 28 May 2021  
Company Account No: 4557 0498 0000 4281  
Facility Limit: \$13,000

**Your Account Summary**

Balance from previous statement	\$2,733.51 DR
Payments and other credits	\$2,733.51 CR
Purchases, cash advances and other debits	\$605.58 DR
Interest and other charges	\$9.00 DR
<b>Closing Balance</b>	<b>\$614.58 DR</b>

**YOUR DIRECT DEBIT PAYMENT OF \$614.58 WILL BE  
CHARGED TO ACCOUNT 000086977- 0000508383313 ON  
03/06/2021 AS PER OUR AGREEMENT.**

148/04/18/M10178/S018040/I036079

see reverse for transaction details

## Transaction record for: Billing account

Date	Amount A\$	Details	Reference
4 May 2021	\$2,733.51 CR	DIRECT DEBIT PAYMENT	74557041123
Total for this Period:	\$2,733.51 CR		



NAB Telephone Banking: transfer funds by phone from your nominated NAB accounts to your NAB Business Visa account. Phone 1300 498 594, between 7am and 9pm AEST, Monday to Friday, 8am and 6pm AEST, Saturday and Sunday



NAB Internet Banking: transfer funds from your NAB cheque or savings account to your NAB Business Visa account using NAB Internet Banking at nab.com.au



Biller Code: 1008. Ref: Select the card number you are making the payment to. Contact your participating bank, credit union or building society to make this payment from your cheque or savings account. BPAY payments may be delayed until the next banking business day, due to processing cut-off times. Maximum BPAY payment amount is AU \$100,000 per payment.

## Cardholder summary

If you have recently switched to a new product or had a Lost/Stolen replacement of your card, your cardholder summary may not reconcile with the account balance. The closing balance in "Your Account Summary" section of this statement reflects your correct balance and amount payable. Please login to your Internet Banking or NAB Connect account to review your most up to date transaction listing.

Cardholder account	Cardholder name	Credit limit	Payments and other credits (A)	Purchases and cash advances (B)	Interest and other charges (C)	Net Totals (B + C - A)
4557-0455-3813-4705	MR PETER JAMES KLEIN	\$13,000	\$0.00	\$605.58	\$9.00	\$614.58
4557-0498-0000-4281	BILLING ACCOUNT	\$0	\$2,733.51 CR	\$0.00	\$0.00	\$2,733.51 CR
			\$2,733.51 CR	\$605.58 DR	\$9.00 DR	\$2,118.93 CR

## Transaction type

Purchase

## Annual percentage rate

0.000%

## Daily percentage rate

0.00000%



SHIRE OF WYALKATCHEM  
NAB BUSINESS VISA  
PAYMENTS OF ACCOUNTS BY CREDIT CARD  
FOR THE STATEMENT PERIOD: 29 APRIL TO 28 MAY 2021

DATE	PAYEE	DESCRIPTION	AMOUNT
CARD NUMBER 4557-XXXX-XXXX-4705			
29/04/2021	Wyalkatchem CRC	WM003 Licencing to match fleet schedule	\$ 34.60
3/05/2021	Dunnings - Wyalkatchem	Manager of Works Leaving Breakfast	\$ 45.00
7/05/2021	Wylie News and Lotteries	Digga Civil - Refreshments	\$ 15.00
10/05/2021	Greenway Grocers - Wyalkatchem	Batteries for Survey Equipment	\$ 13.98
20/05/2021	IKEA	Shelving for Day Care	\$ 430.00
21/05/2021	Reckon	1 Month user access	\$ 67.00
28/01/2021	NAB	Card fee	\$ 9.00

**TOTAL CREDIT CARD PAYMENTS \$ 614.58**

I, Tegan Maitland, Finance Officer, have reviewed the credit card payments and confirm that from the descriptions on the documentation provide that;

- all transactions are expenses incurred by the Shire of Wyalkatchem;
- all purchases have been made in accordance with the Shire of Wyalkatchem policies and procedures;
- all purchases are in accordance with the Local Government Act 1995 and associated regulations;
- no misuse of the corporate credit card is evident

Tegan Maitland

2/7/2021  
14/05/2021



Statement for  
**NAB Business Visa**

NAB Commercial Cards Centre - GPO Box 9992 Melbourne Victoria 3001  
Tel 1300 498 594 8am - 8pm AEST & AEDT Monday to Friday, 9am - 6pm AEST &  
AEDT Saturday and Sunday  
Fax 1300 363 658  
Lost & Stolen Cards: 1800 033 103 (24 hours, 7 days a week)

### Cardholder Details

Cardholder Name: MR PETER JAMES KLEIN  
Account No: 4557 0455 3813 4705  
Statement Period: 29 April 2021 to 28 May 2021  
Cardholder Limit: \$13,000

### Transaction record for: MR PETER JAMES KLEIN

Date	Amount A\$	Details	Explanation	Amount NOT subject to GST	Amount subject to GST	GST component (1/11th of the amount subject to GST)	Reference
29 Apr 2021	\$34.60	WYALKATCHEM COMMUNIT WYALKATCHEM	WMOO3 - Licencing to match Fleet.				74940521118
3 May 2021	\$45.00	DUNNINGS WYALKATCHEM WYALKATCHEM	MOW leaving breakfast.				74564451121
7 May 2021	\$15.00	WYLIE NEWS AND LOTTE WYALKATCHEM	Digger Civil - Refreshment				04105462991
10 May 2021	\$13.98	GREENWAY GROCERS PTY L WYALKATCHEM	Batteries for survey equipment.				74940521127
20 May 2021	\$430.00	IKEA PTY LTD TEMPE	Shelving for Daycase.				74564451139
21 May 2021	\$67.00	RECKON LTD NORTH SYDNEY	1 month user access.				05153212417
28 May 2021	\$9.00	CARD FEE					74557041148
<b>Total for this period</b>	<b>\$614.58</b>		<b>Totals</b>				

### Employee declaration

I verify that the above charges are a true and correct record in accordance with company policy

Cardholder signature: 

Date: 28/6/21

148/04/18/M10179/S018041/1036081







## **SHIRE OF WYALKATCHEM**

### **MONTHLY FINANCIAL REPORT (Containing the Statement of Financial Activity) FOR THE PERIOD ENDED 30 JUNE 2021**

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

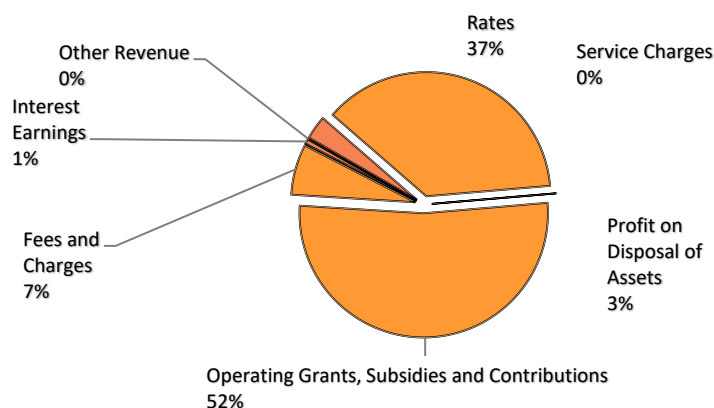
#### **TABLE OF CONTENTS**

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Statement of Financial Activity by Nature or Type	4
Note 1      Explanation of Composition of Net Current Assets	5
Note 2      Explanation of Material Variances	6
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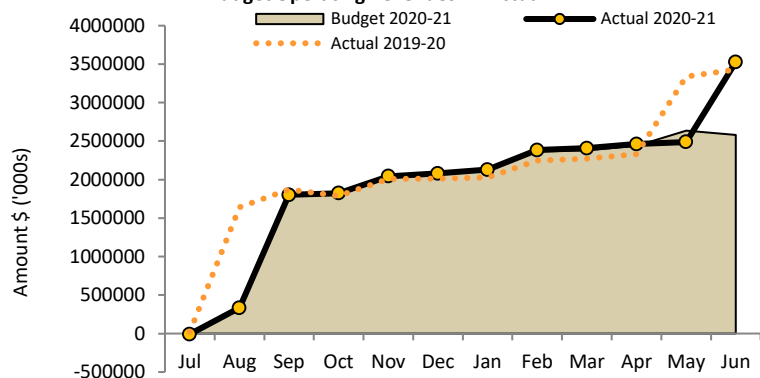


**OPERATING ACTIVITIES**

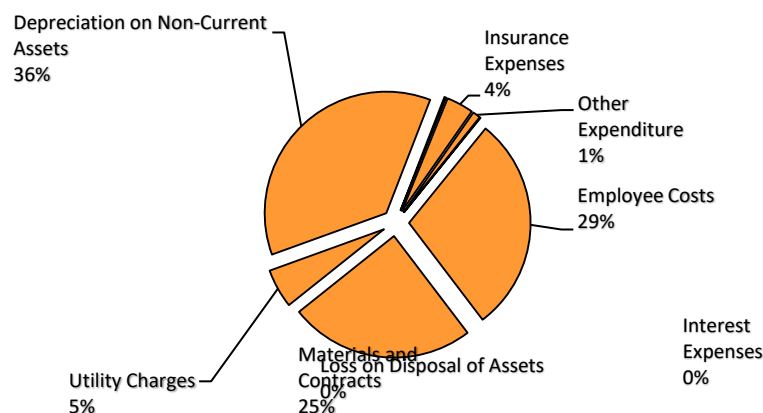
**OPERATING REVENUE**



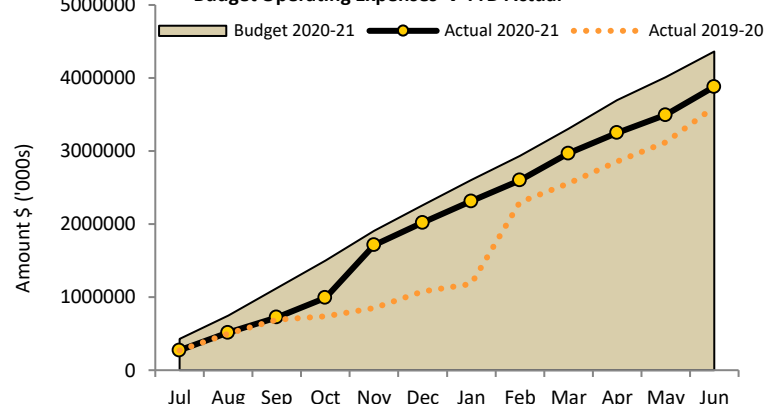
**Budget Operating Revenues -v- Actual**



**OPERATING EXPENSES**



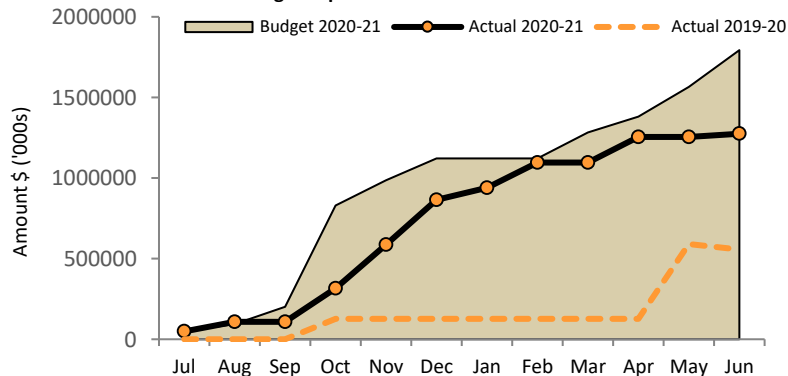
**Budget Operating Expenses -v- YTD Actual**



**INVESTING ACTIVITIES**

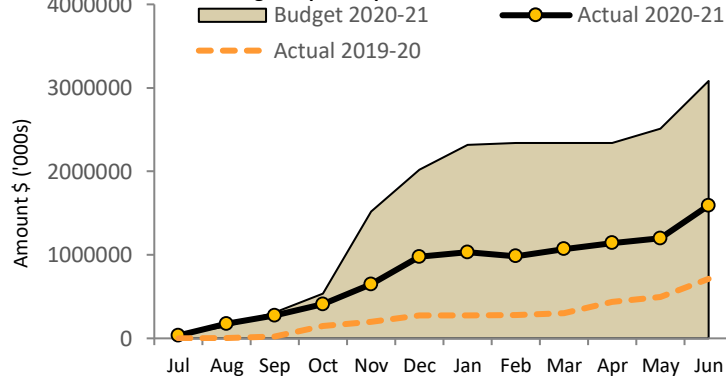
**CAPITAL REVENUE**

**Budget Capital Revenue -v- Actual**



**CAPITAL EXPENSES**

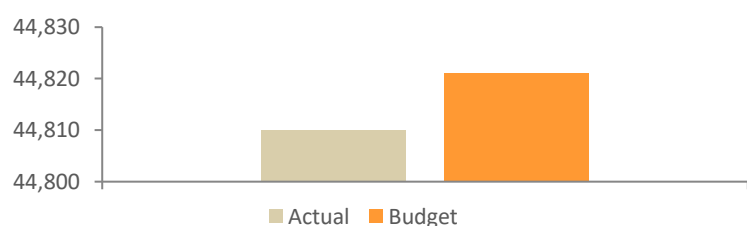
**Budget Capital Expenses -v- Actual**



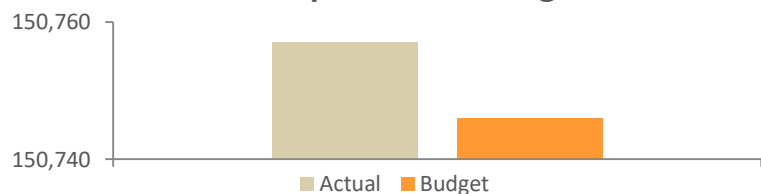
**FINANCING ACTIVITIES**

**BORROWINGS**

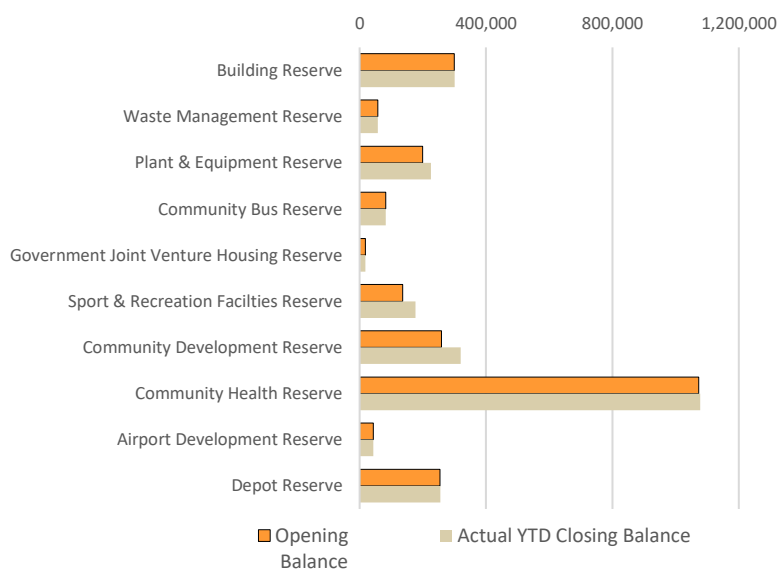
**Principal Repayments**



**Principal Outstanding**



**RESERVES**



**STATUTORY STATEMENT Local Government (Financial Management) Regulations 34**
**STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 30 JUNE 2021**
**BY PROGRAM**

		REG 34(1)(a)		REG 34(1)(b)	REG 34(1)(c)	0	REG 34(1)(d)	REG 34(1)(d)	
	Ref	Adopted Budget	Amended Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.	
	Note								
		\$	\$	\$	\$	\$	%		
<b>Opening funding surplus / (deficit)</b>	1	1,743,002	1,795,837	1,795,837	<b>1,795,837</b>	0	0.00%		
<b>Revenue from operating activities</b>									
General purpose funding - general rates	9	1,310,202	1,310,202	1,318,571	<b>1,314,471</b>	(4,100)	(0.31%)		
General purpose funding - other		757,891	757,891	749,522	<b>1,589,047</b>	839,525	112.01%	▲	
Law, order and public safety		25,681	25,681	25,681	<b>34,436</b>	8,755	34.09%		
Health		62,146	62,146	62,146	<b>59,505</b>	(2,641)	(4.25%)		
Housing		67,400	67,400	67,400	<b>59,146</b>	(8,254)	(12.25%)		
Community amenities		111,829	111,829	111,829	<b>105,760</b>	(6,069)	(5.43%)		
Recreation and culture		15,100	15,100	15,100	<b>1,813</b>	(13,287)	(88.00%)	▼	
Transport		129,210	129,210	129,210	<b>146,746</b>	17,536	13.57%	▲	
Economic services		21,800	45,633	45,633	<b>78,320</b>	32,687	71.63%	▲	
Other property and services		45,225	55,025	55,025	<b>138,141</b>	83,116	151.05%	▲	
		<b>2,546,484</b>	<b>2,580,117</b>	<b>2,580,117</b>	<b>3,527,383</b>	947,266			
<b>Expenditure from operating activities</b>									
Governance		(597,829)	(597,829)	(597,829)	<b>(467,395)</b>	130,434	21.82%	▲	
General purpose funding		(91,511)	(91,511)	(91,511)	<b>(72,887)</b>	18,624	20.35%	▲	
Law, order and public safety		(94,735)	(94,735)	(94,735)	<b>(83,149)</b>	11,586	12.23%	▲	
Health		(266,822)	(266,822)	(266,822)	<b>(265,975)</b>	847	0.32%		
Education and welfare		(54,910)	(54,910)	(54,910)	<b>(53,332)</b>	1,578	2.87%		
Housing		(188,415)	(188,415)	(188,415)	<b>(149,405)</b>	39,010	20.70%	▲	
Community amenities		(190,509)	(190,509)	(190,509)	<b>(170,572)</b>	19,937	10.47%	▲	
Recreation and culture		(941,238)	(1,041,238)	(1,041,238)	<b>(920,931)</b>	120,307	11.55%	▲	
Transport		(1,510,650)	(1,510,650)	(1,510,650)	<b>(1,224,773)</b>	285,877	18.92%	▲	
Economic services		(255,335)	(279,168)	(279,168)	<b>(288,003)</b>	(8,835)	(3.16%)		
Other property and services		(47,155)	(47,155)	(47,155)	<b>(185,239)</b>	(138,084)	(292.83%)	▼	
		<b>(4,239,109)</b>	<b>(4,362,942)</b>	<b>(4,362,942)</b>	<b>(3,881,661)</b>	481,281			
Less: Profit on asset disposals	6	(25,225)	(35,025)	(35,025)	<b>(108,391)</b>	(73,366)	209.47%		
Add: Loss on disposal of assets	6	9,883	9,883	9,883	<b>3,000</b>	(6,883)	(69.64%)		
Adust: Movement In Deferred Rates (Non- Current)	0	0	0	0	<b>(5,573)</b>	(5,573)	0.00%		
Add: Depreciation on assets		1,378,678	1,378,678	1,378,678	<b>1,413,008</b>	34,330	2.49%		
<b>Amount attributable to operating activities</b>		<b>(329,289)</b>	<b>(429,289)</b>	<b>(429,289)</b>	<b>947,767</b>	<b>1,382,629</b>			
<b>Investing Activities</b>									
Proceeds from non-operating grants, subsidies and contributions	7	1,741,818	1,741,818	1,793,333	<b>1,274,700</b>	(518,633)	(28.92%)	▼	
Less UnSpent Non-Operating Grants (Contract Liabilities)	7	0		0	<b>(251,487)</b>	(251,487)	0.00%		
<b>Net Non-Operating Grants</b>	7	<b>1,741,818</b>	<b>1,793,333</b>	<b>1,793,333</b>	<b>1,023,213</b>	(770,120)	(42.94%)		
Proceeds from disposal of assets	6	107,000	107,000	142,000	<b>184,609</b>	42,609	30.01%	▲	
Payments for property, plant and equipment and infrastructure	5	(3,078,451)	(3,082,801)	(3,082,801)	<b>(1,799,783)</b>	1,283,018	41.62%	▲	
<b>Amount attributable to investing activities</b>		<b>(1,229,633)</b>	<b>(1,182,468)</b>	<b>(1,147,468)</b>	<b>(591,962)</b>	555,506			
<b>Financing Activities</b>									
Payments for principal portion of lease liabilities		(3,368)	(3,368)	(2,240)	<b>(2,240)</b>	0	0.00%		
Repayment of debentures	12	(44,821)	(44,821)	(44,810)	<b>(44,810)</b>	0	0.00%		
Principal elements on self supporting loan			0	0	<b>0</b>				
Transfer to reserves	4	(135,891)	(135,891)	(12,414)	<b>(137,414)</b>	(125,000)	(1006.96%)	▼	
<b>Amount attributable to financing activities</b>		<b>(184,080)</b>	<b>(184,080)</b>	<b>(59,464)</b>	<b>(184,464)</b>	(125,000)			
<b>Closing funding surplus / (deficit)</b>	1	<b>0</b>	<b>0</b>	<b>159,616</b>	<b>1,967,177</b>				

**KEY INFORMATION**

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

Refer to Note 2 for an explanation of the reasons for the variance.

The material variance adopted by Council for the 2020-21 year is \$10,000 or 10.00% whichever is the greater. This is indicated

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

**STATUTORY STATEMENT Local Government (Financial Management) Regulations 34**
**STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 30 JUNE 2021**
**BY NATURE OR TYPE**

		REG 34(1)(a)		REG 34(1)(b)	REG 34(1)(c)	REG 34(1)(d)	REG 34(1)(d)	
	Ref	Adopted Budget	Amended Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
	Note							
		\$	\$	\$	\$	\$	%	
<b>Opening funding surplus / (deficit)</b>	1	1,743,002	1,795,837	1,795,837	<b>1,795,837</b>	0	0.00%	
<b>Revenue from operating activities</b>								
Rates	9	1,318,571	1,318,571	1,318,571	<b>1,314,471</b>	(4,100)	(0.31%)	
Operating grants, subsidies and contributions	8	1,005,669	1,005,669	1,005,669	<b>1,845,537</b>	839,868	83.51%	▲
Fees and charges		172,479	196,312	196,312	<b>232,436</b>	36,124	18.40%	▲
Interest earnings		20,490	20,490	20,490	<b>21,806</b>	1,316	6.42%	
Other revenue		4,050	4,050	4,050	<b>4,742</b>	692	17.07%	
Profit on disposal of assets	6	25,225	35,025	35,025	<b>108,391</b>	73,366	209.47%	▲
		<b>2,546,484</b>	<b>2,580,117</b>	<b>2,580,117</b>	<b>3,527,383</b>	947,266		
<b>Expenditure from operating activities</b>								
Employee costs		(1,152,935)	(1,162,935)	(1,162,935)	<b>(1,118,818)</b>	44,117	3.79%	
Materials and contracts		(1,315,236)	(1,429,069)	(1,429,069)	<b>(955,734)</b>	473,335	33.12%	▲
Utility charges		(184,590)	(184,590)	(184,590)	<b>(201,665)</b>	(17,075)	(9.25%)	
Depreciation on non-current assets		(1,378,678)	(1,378,678)	(1,378,678)	<b>(1,413,008)</b>	(34,330)	(2.49%)	
Interest expenses		(10,707)	(10,707)	(10,707)	<b>(9,681)</b>	1,026	9.59%	
Insurance expenses		(142,702)	(142,702)	(142,702)	<b>(139,708)</b>	2,994	2.10%	
Other expenditure		(44,378)	(44,378)	(44,379)	<b>(40,047)</b>	4,332	9.76%	
Loss on disposal of assets	6	(9,883)	(9,883)	(9,883)	<b>(3,000)</b>	6,883	69.64%	
		<b>(4,239,109)</b>	<b>(4,362,942)</b>	<b>(4,362,943)</b>	<b>(3,881,661)</b>	481,282		
<b>Non-cash amounts excluded from operating activities</b>								
Less: Profit on asset disposals	6	(25,225)	(35,025)	(35,025)	<b>(108,391)</b>	(73,366)	209.47%	
Add: Loss on disposal of assets	6	9,883	9,883	9,883	<b>3,000</b>	(6,883)	(69.64%)	
Adust: Movement In Deferred Rates (Non- Current)		0	0	0	<b>(5,573)</b>			
Add: Depreciation on assets		1,378,678	1,378,678	1,378,678	<b>1,413,008</b>	34,330	2.49%	
<b>Amount attributable to operating activities</b>		<b>(329,289)</b>	<b>(429,289)</b>	<b>(429,290)</b>	<b>947,767</b>	1,389,513		
<b>Investing activities</b>								
Proceeds from non-operating grants, subsidies and contributions	7	1,741,818	1,793,333	1,793,333	<b>1,274,700</b>	(518,633)	(28.92%)	▼
Less UnSpent Non-Operating Grants (Contract Liabilities)	7	0		0	<b>(251,487)</b>			
<b>Net Non-Operating Grants</b>	7	<b>1,741,818</b>	<b>1,793,333</b>	<b>1,793,333</b>	<b>1,023,213</b>			
Proceeds from disposal of assets	6	107,000	107,000	142,000	<b>184,609</b>	42,609	30.01%	▲
Payments for property, plant and equipment and infrastructure	5	(3,078,451)	(3,082,801)	(3,082,801)	<b>(1,799,783)</b>	1,283,018	41.62%	▲
<b>Amount attributable to investing activities</b>		<b>(1,229,633)</b>	<b>(1,182,468)</b>	<b>(1,147,468)</b>	<b>(591,962)</b>	555,506		
<b>Financing Activities</b>								
Payments for principal portion of lease liabilities		(3,368)	(3,368)	(2,240)	<b>(2,240)</b>	0	0.00%	
Repayment of debentures	12	(44,821)	(44,821)	(44,810)	<b>(44,810)</b>	0	0.00%	
Transfer to reserves	4	(135,891)	(135,891)	(12,414)	<b>(137,414)</b>	(125,000)	(1006.96%)	▼
<b>Amount attributable to financing activities</b>		<b>(184,080)</b>	<b>(184,080)</b>	<b>(59,464)</b>	<b>(184,464)</b>	(125,000)		
<b>Closing funding surplus /(deficit) REG 34(1)(e)</b>	1	<b>0</b>	<b>0</b>	<b>159,615</b>	<b>1,967,177</b>	1,807,562		

**KEY INFORMATION**

▲ ▼ Indicates a variance between Year to Date (YTD) Actual 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 2020-21 year is \$10,000 or 10.00% whichever is greater.

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

## Explanation of the composition of net current assets

	Notes	Last Years Actual Closing 30/6/2020	Adopted Budget	This time 2 months ago 30/04/2021	This time last month 31/05/2021	YTD Actual (b) 30/06/2021
		\$	\$	\$	\$	\$
<b>Net current assets used in the Statement of Financial Activity</b>						
<b>Current assets</b>						
Cash and cash equivalents	3	1,895,387	1,888,758	2,105,283	1,979,905	2,214,902
Cash backed Reserves		2,420,620	2,418,761	2,431,325	2,431,325	2,558,033
Rates receivables	10	46,860	46,860	80,109	67,510	40,165
Receivables	10	88,284	101,995	33,562	27,906	61,637
Inventories		3,626	3,626	2,062	977	840
<b>Total Current assets</b>		<b>4,471,519</b>	<b>4,460,000</b>	<b>4,652,340</b>	<b>4,507,622</b>	<b>4,875,577</b>
<b>Less: Current liabilities</b>						
Payables		(140,232)	(134,821)	(43,209)	(51,169)	(30,396)
Contract liabilities	7	(48,587)	(48,587)	0	0	(251,487)
Borrowings	12	(44,822)	(44,822)	(12)	(12)	(12)
Lease liabilities	13	(3,368)	(3,368)	(3,368)	(3,368)	(1,128)
Employee Provisions		(114,830)	(114,830)	(114,829)	(114,829)	(114,830)
<b>Total Current liabilities</b>		<b>(351,839)</b>	<b>(346,428)</b>	<b>(161,418)</b>	<b>(169,378)</b>	<b>(397,854)</b>
<b>Net Currents Assets</b>		<b>4,119,680</b>	<b>4,113,572</b>	<b>4,490,921</b>	<b>4,338,244</b>	<b>4,477,723</b>
<b>Less: Adjustments to net current assets</b>						
Less: Reserves - restricted cash	4	(2,420,620)	(2,418,761)	(2,431,325)	(2,418,761)	(2,558,033)
Add: Contract liabilities (Grants received but not spent)	7	48,587	0	0	0	251,487
Add: Movement in Contract Liabilities		0	0	0	0	(202,900)
Add: Borrowings included in Budget	12	44,822	44,823	12	12	12
Add: Lease liabilities included in Budget	13	3,368	3,368	3,368	3,368	(1,112)
<b>Total adjustments to net current assets</b>		<b>(2,323,843)</b>	<b>(2,370,570)</b>	<b>(2,427,945)</b>	<b>(2,415,381)</b>	<b>(2,510,546)</b>
<b>Closing funding surplus / (deficit) (NET CURRENT ASSETS)</b>		<b>1,795,837</b>	<b>1,743,002</b>	<b>2,062,976</b>	<b>1,922,863</b>	<b>1,967,177</b>

## 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. Unless otherwise stated assets or liabilities are classified as current if expected to be settled within the next 12 months, being the Council's operational cycle.



## SHIRE OF WYALKATCHEM

### SUPPORTING INFORMATION THE MONTHLY STATEMENTS PROVIDED FOR COUNCILLORS INFORMATION REG 34(2)(c) FOR THE PERIOD ENDED 30 JUNE 2021

The Local Government (Financial Management) Regulations provide at 34.(2) that:  
(2) Each Statement of financial activity is to be accompanied by documents containing —  
(c) such other supporting information as is considered relevant by the local government;  
as such the following supporting information is provided.

#### INDEX TO NOTES

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Description	Classification	Unrestricted	Restricted	Total Cash	Trust	Institution	Interest Rate	Maturity Date
		\$	\$	\$	\$			
<b>Cash on hand</b>								
Municipal Bank Account	Cash and cash equivalents	2,339,772		2,339,772	0	NAB		
Municipal Investment	Cash and cash equivalents	0		0	0	NAB		
Trust Bank Account	Cash and cash equivalents	0		0	0	NAB		
Reserve Investment Account	Cash and cash equivalents		2,558,033	2,433,033	0	NAB		
<b>Total</b>		<b>2,339,772</b>	<b>2,558,033</b>	<b>4,772,805</b>	<b>0</b>			
<b>Comprising</b>								
Cash and cash equivalents		2,339,772	2,558,033	4,772,805	0			
		<b>2,339,772</b>	<b>2,558,033</b>	<b>4,772,805</b>	<b>0</b>			

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 highly liquid investments with original maturities of three months or less 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 net current assets.

The local government classifies financial assets at amortised cost if both of the following criteria are met:

- the asset is held within a business model whose objective is to collect the contractual cashflows, and
- the contractual terms give rise to cash flows that are solely payments of principal and interest.

Financial assets at amortised cost held with registered financial institutions are listed in this note other financial assets at amortised cost are provided in Note 4 - Other assets.



NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 30 JUNE 2021

OPERATING ACTIVITIES  
Note 4  
CASH 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
	\$	\$	\$	\$	\$	\$	\$	\$	\$
Building Reserve	299,125	1,346	1,534	0	0	0	0	300,471	300,659
Waste Management Reserve	57,261	258	294	0	0	0	0	57,519	57,555
Plant & Equipment Reserve	199,402	897	1,023	25,000	25,000	0	0	225,299	225,425
Community Bus Reserve	82,189	370	422	0	0	0	0	82,559	82,611
Government Joint Venture Housing Reserve	18,413	83	95	0	0	0	0	18,496	18,508
Sport & Recreation Facilities Reserve	135,989	612	697	40,000	40,000	0	0	176,601	176,686
Community Development Reserve	258,945	1,165	1,327	60,000	60,000	0	0	320,110	320,272
Community Health Reserve	1,072,704	4,826	5,501	0	0	0	0	1,077,530	1,078,205
Airport Development Reserve	42,930	193	220	0	0	0	0	43,123	43,150
Depot Reserve	253,661	1,141	1,301	0	0	0	0	254,802	254,962
	<b>2,420,620</b>	<b>10,891</b>	<b>12,414</b>	<b>125,000</b>	<b>125,000</b>	<b>0</b>	<b>0</b>	<b>2,556,510</b>	<b>2,558,033</b>

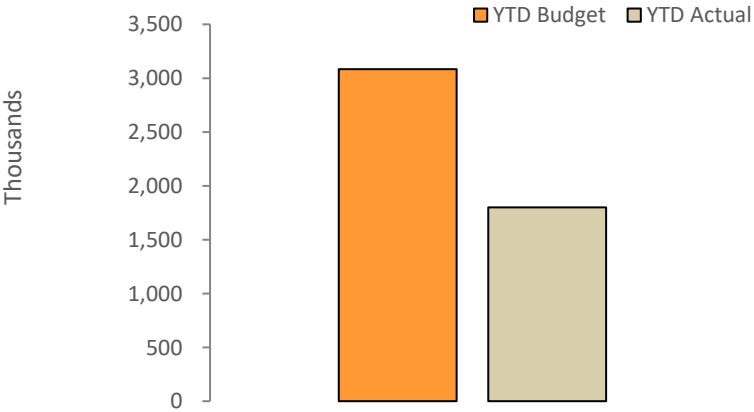
KEY INFORMATION

CAPITAL ACQUISITIONS SUMMARY

Adopted				
Capital acquisitions	Amended Budget	YTD Budget	YTD Actual	YTD Actual Variance
	\$	\$	\$	\$
Land & Buildings	268,216	268,216	124,243	(143,973)
Plant & Equipment	463,250	463,250	375,478	(87,772)
Roads	1,006,672	1,006,672	799,232	(207,440)
Other Infrastructure	1,344,663	1,344,663	500,831	(843,832)
Payments for Capital Acquisitions	3,082,801	3,082,801	1,799,783	(1,283,018)
Total Capital Acquisitions	3,082,801	3,082,801	1,799,783	(1,283,018)
Capital Acquisitions Funded By:				
	\$	\$	\$	\$
Capital grants and contributions	1,741,818	1,793,333	1,274,700	(518,633)
Other (disposals & C/Fwd)	107,000	142,000	184,609	42,609
Contribution - operations	1,233,983	1,147,468	340,475	(806,993)
Capital funding total	3,082,801	3,082,801	1,799,783	(1,283,018)

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.



Adopted								
Account	Job	Account Description	Original Budget	Amended Budget	YTD Budget	YTD Actual	Variance (Under)/Over	Comments
Land & Buildings								
4080310	BC0002	Child Care Centre (LGRIC funded)	100,000	100,000	100,000	16,256	(83,744)	Completed
4090110	BC0005	2 Slocum Street	20,000	31,214	31,214	31,315	101	Completed
4090110	BC0006	2a Slocum Street	15,000	15,000	15,000	0	(15,000)	
4110310	BC0001	P&G Storage	20,283	20,283	20,283	0	(20,283)	
4110610	BC0007	Museum - Storage and Display Shed (LGRIC funded)	80,000	80,000	80,000	54,730	(25,270)	Completed as at time of report
4130210	CB029	Barracks Building Capital Expense	10,000	21,719	21,719	21,942	223	Completed
			245,283	268,216	268,216	124,243	(143,973)	
Plant & Equipment								
4070730	PC003	Doctors Vehicle Replacement	65,000	65,000	65,000	47,213	(17,787)	Completed
4120330	PC0100	Crew Cab Tipper Truck Replacement	120,000	120,000	120,000	74,030	(45,970)	Completed
4140230	PC001	CEO Vehicle Capital	65,000	65,000	65,000	65,123	123	Completed
4140330	PC0001	Works Manager Vehicle Replacement	55,000	55,000	55,000	50,250	(4,750)	Completed
4140330	PC0005	New Tractor	50,250	50,250	50,250	43,900	(6,350)	Completed
4140330	PC0006	New Mini Excavator	55,000	55,000	55,000	53,000	(2,000)	Completed
4120330	PC0007	Town Garden Crew Utility	53,000	53,000	53,000	41,962	(11,038)	Completed
			463,250	463,250	463,250	375,478	(87,772)	
Roads								
4120140	R2R011	R2R - Davies Road	180,000	180,000	180,000	238,270	58,270	Completed
4120140	R2R03	R2R - Elsegood Rd	105,000	136,115	136,115	141,317	5,202	Completed
4120140	R2R116	R2R - Lindsay Street	140,000	0	0	0	0	
4120140	RRG131	RRG Cunderdin - Wyalkatchem Road	413,190	413,190	413,190	323,157	(90,033)	Completed as at time of report
4120140	RRG132	RRG Tammin - Wyalkatchem Road	172,921	172,921	172,921	96,488	(76,433)	Completed as at time of report
4120142	CO999	Council Funded Roadworks Budget	235,112	104,446	104,446	0	(104,446)	
			1,246,223	1,006,672	1,006,672	799,232	(207,440)	
Other Infrastructure								
4100790	CIO007	Cemetery Improvements	38,000	38,000	38,000	8,491	(29,509)	
4110390	CIO003	Tennis Court Redevelopment (Capital)	583,642	583,642	583,642	469,675	(113,967)	Complete
4110390	CIO008	Rec Centre Electricity Upgrade	8,000	8,000	8,000	6,041	(1,959)	Complete
4110390	CIO009	Water tank for Rec Centre	10,000	10,000	10,000	0	(10,000)	
4110390	CIO010	Community Club Upgrades	100,000	0	0	0	0	
4120190	CIO005	Reconstruction of Eastern Channel	144,453	174,728	174,728	2,500	(172,228)	Carried to 21/22
4120190	CIO006	Flint and Gamble Intersection-Stormwater redirection to town	148,866	389,559	389,559	5,820	(383,739)	Carried to 21/22
4130890	CIO004	Town Beautification/Upgrades (LGRIC funded)	90,734	140,734	140,734	8,304	(132,430)	Carried to 21/22
			1,123,695	1,344,663	1,344,663	500,831	(843,832)	
			3,078,451	3,082,801	3,082,801	1,799,783	(1,283,018)	

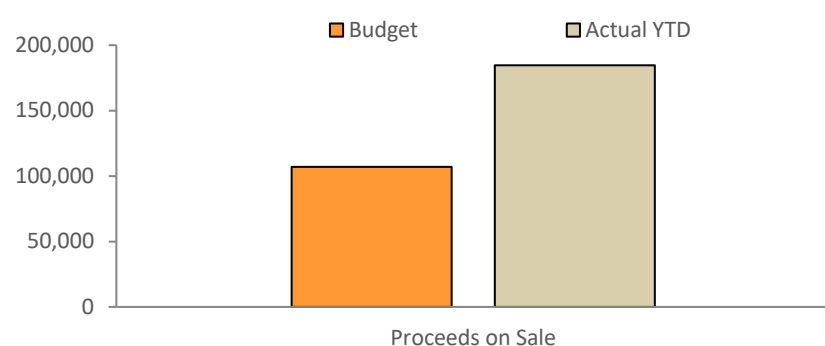
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 30 JUNE 2021

OPERATING ACTIVITIES

Note 6

DISPOSAL OF ASSETS

Asset Ref.	Asset description	Budget				YTD Actual			
		Net Book	Proceeds	Profit	(Loss)	Net Book	Proceeds	Profit	(Loss)
		Value				Value			
		\$	\$	\$	\$	\$	\$	\$	\$
	<b>Plant and equipment</b>								
	<b>General purpose funding</b>								
	Land - Lot 19 Honour Ave			0	0	6,000	3,000	0	(3,000)
	<b>Health</b>								
	Doctors Mazda	25,153	20,000	0	(5,153)	24,545	34,545	10,000	0
	<b>Other property and services</b>								
	WM00 Toyota Corolla 2015	5,775	14,000	8,225	0	2,323	11,818	9,495	0
	Works Manager Toyota Hilux	29,730	25,000	0	(4,730)	28,617	42,727	14,110	0
	Isuzu CrewCab Tipper Truck	5,000	20,000	15,000	0	1,945	35,000	33,055	0
	New Holland Tractor	13,000	15,000	2,000	0	13,000	45,700	32,700	0
	PWM012 Isuzu Single cab ute	3,200	13,000	9,800	0	2,788	11,818	9,030	0
		<b>81,858</b>	<b>107,000</b>	<b>35,025</b>	<b>(9,883)</b>	<b>79,218</b>	<b>184,609</b>	<b>108,390</b>	<b>(3,000)</b>



NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 30 JUNE 2021

Note 7

NON-OPERATING GRANTS AND CONTRIBUTIONS

Non operating grants, subsidies and contributions revenue								
	Type	Provider	Adopted Budget Revenue	Amended Budget	YTD Budget	YTD Revenue Actual	YTD Expense Actual	Unspent Grants Contract Liability Actual
			\$		\$	\$	\$	\$
<b>Non-operating grants and subsidies</b>								
<b>Governance</b>								
GEN PUR - Other Grants	Tied	LGRIC	320,734	547,490	547,490	319,097	79,290	239,807
<b>Community amenities</b>								
STORM - Grants	Tied	State	200,000	179,759	179,759	20,000	8,320	11,680
COM AMEN - Other Cemetery Income	Tied	Friends of the Cemetery	4,000	4,000	4,000	0		0
<b>Recreation and culture</b>								
REC - Non- Operating Contributions	Tied	Tennis Club	107,000	107,000	107,000	75,440	0	0
REC - Grants	Tied	Tennis Aust/CSRFF	294,347	294,347	294,347	263,656	469,675	0
<b>Transport</b>								
ROADC - Regional Road Group Grants (MRWA)	Tied	Main Roads WA	390,737	390,737	390,737	312,590	419,645	0
ROADC - Roads to Recovery Grant	Tied	DIAP - Commonwealth	425,000	270,000	270,000	283,917	379,587	0
			<b>1,741,818</b>	<b>1,793,333</b>	<b>1,793,333</b>	<b>1,274,700</b>	<b>1,356,517</b>	<b>251,487</b>

Operating grants, subsidies and contributions revenue

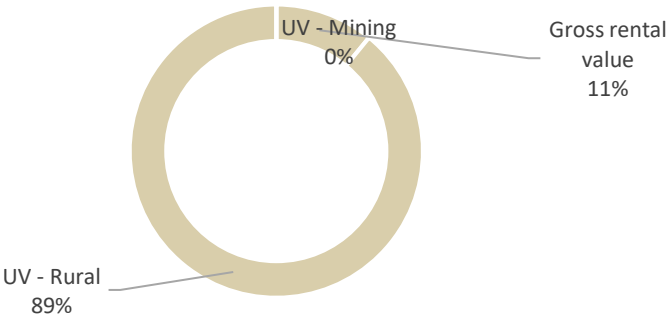
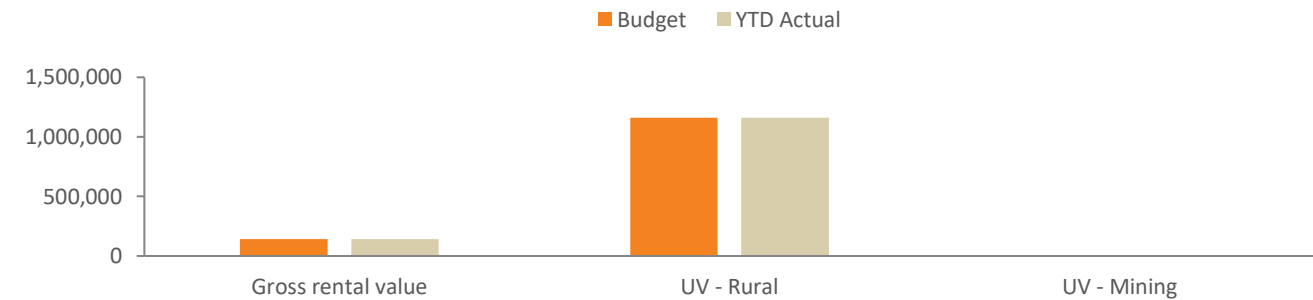
Provider	Type	Adopted Budget Revenue	Revised Budget	YTD Budget	YTD Revenue Actual	YTD Expense Actual	Contract Liability Actual
		\$	\$	\$	\$	\$	\$
<b>Operating grants and subsidies</b>							
<b>General purpose funding</b>							
GEN PUR - Financial Assistance Grant - Gene	Untied	525,404	525,404	550,404	1,101,720	n/a	n/a
GEN PUR - Financial Assistance Grant - Road	Untied	198,128	198,128	198,128	461,243	n/a	n/a
<b>Law, order, public safety</b>							
ESL BFB - Operating Grant		20,181	20,181	20,181	27,774	n/a	n/a
<b>Recreation and culture</b>							
OTH CUL - Grants - Other Culture		13,000	13,000	13,000	0	0	0
<b>Transport</b>							
ROADM - Street Lighting Subsidy	Untied	1,600	1,600	1,600	0	n/a	n/a
ROADM - Direct Road Grant (MRWA)	Untied	110,610	110,610	110,610	110,610	n/a	n/a
		<b>868,923</b>	<b>868,923</b>	<b>893,923</b>	<b>1,701,347</b>	<b>0</b>	<b>0</b>
<b>Reimbursement Contribution</b>							
<b>Governance</b>							
RATES - Reimbursement of Debt Collection C	Untied	3,500	3,500	3,500	0	n/a	n/a
<b>Health</b>							
OTH HEALTH - Contributions, Donations & R	Untied	62,146	62,146	62,146	49,032	n/a	n/a
<b>Housing</b>							
STF HOUSE - Staff Rental Reimbursements - 2 Slocum St		0	0	0	2,557	n/a	n/a
STF HOUSE - Staff Rental Reimbursements - 1	Untied	0	0	0	2,800	n/a	n/a
STF HOUSE - Staff Rental Reimbursements - 1	Untied	0	0	0	120	n/a	n/a
STF HOUSE - Staff Rental Reimbursements - 1	Untied	0	0	0	1,726	n/a	n/a
OTH HOUSE - Rental Reimbursements	Untied	34,000	34,000	34,000	709	n/a	n/a
OTH HOUSE - Rental Reimbursements - Joint	Untied	10,000	10,000	10,000	703	n/a	n/a
STF HOUSE - Staff Rental Reimbursements - 1	Untied	0	0	0	98	n/a	n/a
<b>Economic services</b>							
ECONOM - Other Fees & Charges	Untied	100	100	100	0	n/a	n/a
TOUR - Barracks Fees and Charges	Untied	0	0	0	7,625	n/a	n/a
TOUR - Other Fees & Charges Income	Untied	0	0	0	9,310	n/a	n/a
<b>Other property and services</b>							
ADMIN - Fees & Charges	Untied	2,000	2,000	2,000	13,339	n/a	n/a
PWO - Other Reimbursements	Untied	0	0	0	3,147	n/a	n/a
POC - Fuel Tax Credits Grant Scheme	Untied	15,000	15,000	15,000	21,397	n/a	n/a
SAL - Reimbursement - Workers Compensati	Untied	10,000	10,000	10,000	31,628	n/a	n/a
		<b>136,746</b>	<b>136,746</b>	<b>136,746</b>	<b>144,191</b>	<b>0</b>	<b>0</b>
<b>TOTALS</b>		<b>1,005,669</b>	<b>1,005,669</b>	<b>1,030,669</b>	<b>1,845,537</b>	<b>0</b>	<b>0</b>

General rate revenue	Budget							YTD Actual			Total Revenue
	Rate in \$ (cents)	Number of Properties	Rateable Value	Rate Revenue	Interim Rate	Back Rate	Total Revenue	Rate Revenue	Interim Rates	Back Rates	
RATE TYPE				\$	\$	\$	\$	\$	\$	\$	\$
<b>Gross rental value</b>											
Gross rental value	0.10504	250	1,347,760	141,569	0	0	141,569	142,064	0	0	142,064
<b>Unimproved value</b>											
UV - Rural	0.01642	229	70,761,000	1,162,108	0	0	1,162,108	1,161,558	0	0	1,161,558
UV - Mining	0.01642	0	0	0	0	0	0			0	0
<b>Sub-Total</b>		<b>479</b>	<b>72,108,760</b>	<b>1,303,676</b>	<b>0</b>	<b>0</b>	<b>1,303,677</b>	<b>1,303,622</b>	<b>0</b>	<b>0</b>	<b>1,303,622</b>
<b>Minimum payment</b>	<b>Minimum \$</b>										
<b>Gross rental value</b>											
GRV - Wyalkatchem	495	55	82,280	27,225	0	0	27,225	27,225	(207)	0	27,018
<b>Unimproved value</b>											
UV - Rural	550	17	273,100	9,350	0	0	9,350	9,350	0	0	9,350
UV - Mining	550	9	17,151	4,950	0	0	4,950	4,950	826	579	6,355
<b>Sub-total</b>		<b>81</b>	<b>372,531</b>	<b>41,525</b>	<b>0</b>	<b>0</b>	<b>41,525</b>	<b>41,525</b>	<b>619</b>	<b>579</b>	<b>42,723</b>
Discount							(35,000)				(40,297)
<b>Amount from general rates</b>							<b>1,310,202</b>				<b>1,306,048</b>
Ex-gratia rates							8,424				8,424
<b>Total general rates</b>							<b>1,318,626</b>				<b>1,314,472</b>

KEY INFORMATION

Prepaid rates are, until the taxable event for the rates has occurred, refundable at the request of the ratepayer. Rates received in advance give rise to a financial liability. On 1 July 2020 the prepaid rates were recognised as a financial asset and a related amount was recognised as a financial liability and no income was recognised. When the taxable event occurs the financial liability is extinguished and income recognised for the prepaid rates that have not been refunded.

Rate Revenue by Rate Type



NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 30 JUNE 2021

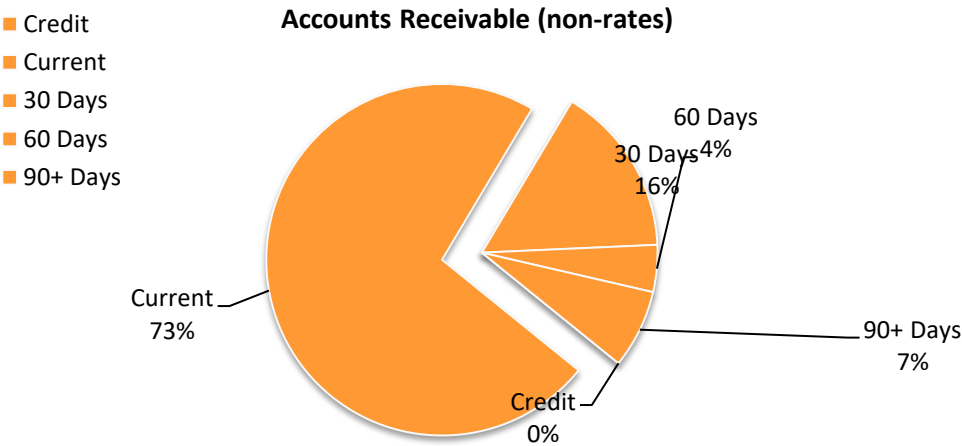
OPERATING ACTIVITIES  
Note 10  
RECEIVABLES

Rates receivable	30 June 2020	30 Jun 2021
	\$	\$
Opening arrears previous years	18,796	46,860
Levied this year	1,304,516	1,314,472
Less - collections to date	(1,276,453)	(1,321,167)
Equals current outstanding	46,860	40,165
<b>Net rates collectable</b>	<b>46,860</b>	<b>40,165</b>
% Collected	96.5%	97%

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. 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 impairment of receivables is raised when there is objective evidence that they will not be collectible.

Receivables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Receivables - general	0	4,185	906	249	416	5,755
Percentage	0.0%	72.7%	15.7%	4.3%	7.2%	
<b>Balance per trial balance</b>						
Sundry receivable	0	4,185	906	249	416	5,755
GST receivable	0	54,564	0	0	0	54,564
Pensioner rebate	0	1,318	0	0	0	1,318
<b>Total receivables general outstand</b>	<b>0</b>	<b>60,067</b>	<b>906</b>	<b>249</b>	<b>416</b>	<b>61,637</b>
Amounts shown above include GST (where applicable)						

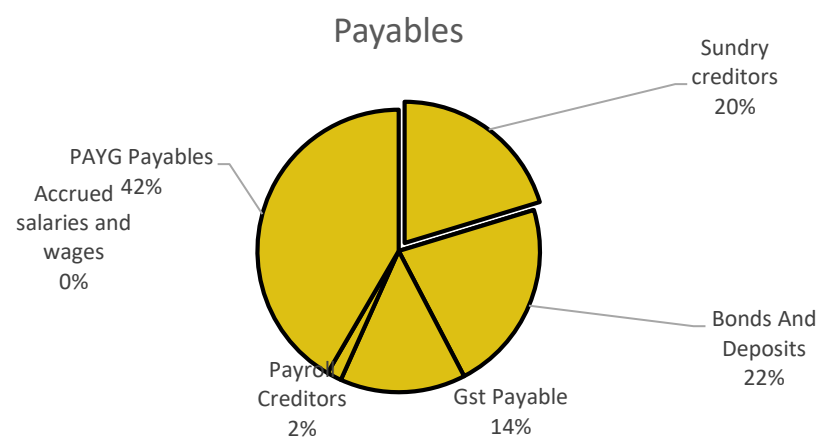




Payables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Payables - general	0	5,700	0	330	0	6,030
Percentage	0%	94.5%	0%	5.5%	0%	
<b>Balance per trial balance</b>						
Sundry creditors	0	5,700	0	330	0	6,136
Accrued salaries and wages	0	0	0	0	0	0
Bonds And Deposits	0	6,655	0	0	0	6,655
Gst Payable	0	4,343	0	0	0	4,343
Payroll Creditors	0	510	510	0	0	510
PAYG Payables	0	12,566	0	0	0	12,566
Other Payables	0	(84)	0	0	0	(84)
<b>Total payables general outstanding</b>						<b>30,126</b>
<b>Amounts shown above include GST (where applicable)</b>						

#### KEY INFORMATION

Trade and other payables represent liabilities for goods and services provided to the Shire that are unpaid and arise when the Shire becomes obliged to make future payments in respect of the purchase of these goods and services. The amounts are unsecured, are recognised as a current liability and are normally paid within 30 days of recognition.



**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 30 JUNE 2021**

**FINANCING ACTIVITIES  
Note 12  
BORROWINGS**

**Repayments - borrowings**

Information on borrowings			New Loans		Principal Repayments		Principal Outstanding		Interest Repayments	
Particulars	Loan No.	1 July 2020	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget
		\$	\$	\$	\$	\$	\$	\$	\$	\$
<b>Housing</b>										
Loan 68 - 43/45 Wilson	79	104,939	0	0	23,619	23,631	81,320	81,308	(4,302)	6,833
<b>Economic Services</b>										
Loan 73 - CRC Building	78	90,628	0	0	21,190	21,190	69,438	69,438	(3,116)	3,783
<b>Total</b>		<b>195,567</b>	<b>0</b>	<b>0</b>	<b>44,810</b>	<b>44,821</b>	<b>150,757</b>	<b>150,746</b>	<b>(7,417)</b>	<b>10,616</b>
Current borrowings		44,821					12			
Non-current borrowings		150,746					150,745			
		<b>195,567</b>					<b>150,757</b>			

All debenture repayments were financed by general purpose revenue.

**New borrowings 2020-21**

The Shire does not intend to undertake any new borrowings for the year ended 30 June 2021.

**Unspent borrowings**

The Shire has no unspent debenture funds as at 30th June 2020, nor is it expected to have unspent funds as at 30th June 2021.

**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.

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 30 JUNE 2021

FINANCING ACTIVITIES  
NOTE 13  
LEASE LIABILITIES

Movement in carrying amounts

Information on leases		1 July 2020	New Leases		Principal Repayments		Principal Outstanding		Interest Repayments	
Particulars	Lease No.		Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget
		\$	\$	\$	\$	\$	\$	\$	\$	\$
Other property and services										
Photocopier		8,502			2,240	3,368	6,262	5,134	65	91
Current lease liabilities		3,368								
Non-current lease liabilities		5,134								
		8,502								

All lease repayments were financed by general purpose revenue.

KEY INFORMATION

At inception of a contract, the Shire assesses if the contract contains or is a lease. A contract is, or contains, a lease if the contract conveys the right to control the use of an identified asset for a period of time in exchange for consideration. At the commencement date, a right of use asset is recognised at cost and lease liability at the present value of the lease payments that are not paid at that date. The lease payments are discounted using that date. The lease payments are discounted using the interest rate implicit in the lease, if that rate can be readily determined. If that rate cannot be readily determined, the Shire uses its incremental borrowing rate.

All contracts classified as short-term leases (i.e. a lease with a remaining term of 12 months or less) and leases of low value assets are recognised as an operating expense on a straight-line basis over the term of the lease.

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**FOR THE PERIOD ENDED 30 JUNE 2021**

**Note 14**  
**BUDGET AMENDMENTS**

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

GL Code	Description	Council Resolution	Classification	Non Cash Adjustment	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
				\$	\$	\$	\$
	<b>Budget adoption</b>		Opening surplus		52,835		52,835
PC0007	New Hilux	165/2020	Capital Expenses			(53,000)	(165)
5120350	Proceeds from sale	165/2020	Capital Revenue		13,000		12,835
5120381	Transfer from Plant Reserve	165/2020	Capital Revenue		40,000		52,835
3120111	R2R Funding		Capital Revenue			(140,000)	(87,165)
R2R116	R2R Lindsay Street		Capital Expenses		140,000		52,835
CB029	Barracks Capital work		Capital Expenses			(11,719)	41,116
BC0005	2 Slocum Capital work		Capital Expenses			(11,214)	29,902
R2R03	R2R Elsegood Road		Capital Expenses			(31,115)	(1,213)
3120111	R2R Funding Davies Road		Capital Revenue			(15,000)	(16,213)
CO999	Council Funded Capital Road Works		Capital Expenses		130,666		114,453
CIO004	Town Beautification		Capital Expenses			(50,000)	64,453
CIO010	Community Club Upgrade (Decking)		Capital Expenses		100,000		164,453
IOM007	Community Club Decking		Operating Expenses			(100,000)	64,453
3030212	GEN PUR - Other Grants		Capital Revenue		226,756		291,209
CIO006	Flint and Gamble Stage 2		Capital Expenses			(240,693)	50,516
CIO005	Reconstruction of Eastern Channel		Capital Expenses			(30,275)	20,241
3100410	STORM - Grants		Capital Revenue			(20,241)	0
	Economic Services		Operating Revenue		23,833		23,833
	Economic Services		Operating Expenses			(23,833)	0
				<b>0</b>	<b>727,090</b>	<b>(727,090)</b>	<b>0</b>

BASIS OF PREPARATION

REPORT PURPOSE

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

BASIS OF ACCOUNTING

This statement comprises a special purpose financial report which has been prepared in accordance with Australian Accounting Standards (as they apply to local governments and not-for-profit entities) and Interpretations of the Australian Accounting Standards Board, and the *Local Government Act 1995* and accompanying regulations.

The *Local Government (Financial Management) Regulations 1996* take precedence over Australian Accounting Standards. Regulation 16 prohibits a local government from recognising as assets Crown land that is a public thoroughfare, such as land under roads, and land not owned by but under the control or management of the local government, unless it is a golf course, showground, racecourse or recreational facility of State or regional significance. Consequently, some assets, including land under roads acquired on or after 1 July 2008, have not been recognised in this financial report. This is not in accordance with the requirements of *AASB 1051 Land Under Roads paragraph 15* and *AASB 116 Property, Plant and Equipment paragraph 7*.

Accounting policies which have been adopted in the preparation of this financial report have been consistently applied unless stated otherwise. Except for cash flow and rate setting information, the report has been prepared on the accrual basis and is based on historical costs, modified, where applicable, by the measurement at fair value of selected non-current assets, financial assets and liabilities.

PREPARATION TIMING AND REVIEW

Date prepared: All known transactions up to 08 April 2021

SIGNIFICANT ACCOUNTING POLICES

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.

THE LOCAL GOVERNMENT REPORTING ENTITY

All funds through which the Shire controls resources to carry on its functions have been included in the financial statements forming part of this financial report. 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 financial statements. A separate statement of those monies

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.

ROUNDING OFF FIGURES

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

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

PROGRAM NAME AND OBJECTIVES  
GOVERNANCE

To provide a decision making process for the efficient allocation of scarce resources.

ACTIVITIES

Includes the activities of members of Council and the administrative support available to the Council for the provision of governance to the district. Other costs relate to the task of assisting elected members and ratepayers on matters which do not concern specific council services.

GENERAL PURPOSE FUNDING

To collect revenue to allow for the provision of services.

Rates, general purpose government grants and interest revenue.

LAW, ORDER, PUBLIC SAFETY

To provide services to help ensure a safer and environmentally conscious community.

Supervision and enforcement of various local laws relating to fire prevention, animal control and other aspects of public safety including emergency services.

HEALTH

To provide an operational framework for environmental and community health.

Inspection of food outlets and their control, provision of meat inspection services, noise control and waste disposal compliance. Administration of the ROEROC health scheme and provision of various medical facilities.

EDUCATION AND WELFARE

To provide services to disadvantaged persons, the elderly, children and youth.

Maintenance and support of child minding and playgroup centres, senior citizen and aged care facilities.

HOUSING

To provide housing to staff.

Provision and maintenance of staff, community and joint venture housing.

COMMUNITY AMENITIES

To provide services required by the community.

Rubbish collection services, operation of rubbish disposal sites, litter control, construction and maintenance of urban storm water drains, protection of the environment and administration of town planning schemes, cemetery, public conveniences and community bus.

RECREATION AND CULTURE

To establish and effectively manage infrastructure and resources which help the social well being of the community.

Maintenance of public halls, aquatic centres, recreation centres and various sporting facilities. Provision and maintenance of parks, gardens, reserves and playgrounds. Provision of library services (contract). Support of museum and other cultural facilities and services.

TRANSPORT

To provide safe, effective and efficient transport services to the community.

Construction and maintenance of roads, streets, footpaths, cycling ways, airstrip, parking facilities and traffic control. Cleaning of streets and maintenance of street trees, street lighting etc.

ECONOMIC SERVICES

To help promote the Shire and its economic wellbeing.

Tourism and area promotion including the maintenance and operation of a caravan park. Provision of rural services including weed control, vermin control and standpipes. Building control.

OTHER PROPERTY AND SERVICES

To monitor and control Council's overhead operating accounts.

Private works operation, plant repair and operation costs, administration and engineering operation costs.

KEY TERMS AND DESCRIPTIONS  
FOR THE PERIOD ENDED 30 JUNE 2021

REVENUE

RATES

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

OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS

Refers 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 identifiable non financial assets paid to a local government, irrespective of whether these amounts are received as capital grants, subsidies, contributions or donations.

REVENUE FROM CONTRACTS WITH CUSTOMERS

Revenue from contracts with customers is recognised when the local government satisfies its performance obligations under the contract.

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.

PROFIT ON ASSET DISPOSAL

Excess of assets received over the net book value for assets on their disposal.

NATURE OR TYPE DESCRIPTIONS

EXPENSES

EMPLOYEE COSTS

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

MATERIALS AND CONTRACTS

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

UTILITIES (GAS, ELECTRICITY, WATER, ETC.)

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

INSURANCE

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

LOSS ON ASSET DISPOSAL

Shortfall between the value of assets received over the net book value for assets on their disposal.

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, allowance for impairment of assets, member's fees or State taxes. Donations and subsidies made to community groups.





# Code of Conduct for Employees

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# 1 Introduction

This Code of Conduct (the Code) outlines the Shire's expectations in respect to the standard of professional conduct expected of you when carrying out your functions and responsibilities.

## 1.1 Statutory environment

Under section, 5.51A of the Act the CEO is required to prepare and implement an employee code of conduct and this must include the matters prescribed in Part 4A of the *Local Government (Administration) Regulations 1996*, which deal with gifts, conflicts of interest, behavioural expectations, records management and breaches of this Code.

You should ensure that you are aware of your statutory responsibilities under this and other legislation.

## 1.2 Application

The Code applies to all Shire volunteers and employees, including the CEO, while on the Council's premises or while engaged in Council related activities. Clause 3.15 of this Code (Gifts), does not apply to the CEO.

# 2 Vision & Values

## 2.1 Our vision

To be a socially interactive and inclusive community that embraces our rural character and sense of community.

## 2.2 Our values (TRUST)

### Value 1 - Team

#### ***One Shire, one community, one team***

- Our actions and behaviour are always in line with the Code of Conduct.
- Our behaviour promotes the wellbeing of each other and our community.
- We collaborate & share information with colleagues & community.
- We recognise and celebrate individual, team & community achievements.

### Value 2 - Respect

#### **Seek Respect through our actions**

- We are always respectful when giving or receiving feedback.
- We have the courage to speak up if we see something that's not quite right
- We embrace diversity & lend a hand when necessary

### Value 3 - Understanding others

#### **Care & patience underpin our dealings with colleagues & community**

- We are patient and listen with thoughtful attention
- We are responsive, flexible and adaptive to the needs of others
- We actively encourage alternate views.
- We promote a fair go for all.

### Value 4 - Safety

#### **Safety doesn't happen by accident**

- We demonstrate personal accountability for safety
- We proactively assess tasks, identify and communicate hazards & risks
- We seek clarification when tasks are unclear and stop working if unsafe

## Value 5 - Trust

### Years to build, seconds to break

- We are accountable for our actions & own our mistakes.
- We act with integrity and consistently do what we know to be right
- We are honest and straightforward with everyone including, ourselves.
- We are loyal and respect the privacy rights of colleagues & community.

## 3 Code of Conduct

### 3.1 Role of Employees

Your role in Local Government is determined by the CEO and this is outlined in section 5.41 of the Act.

#### 5.41. Functions of CEO

*The CEO's functions are to:*

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

*Local Government Act 1995*

### 3.2 Principles affecting employment

The principles set out in section 5.40 of the Act apply to the employment of staff by the Shire of Wyalkatchem:

#### 5.40. Principles affecting employment by local governments

*The following principles apply to a local government in respect of its employees —*

- (a) *employees are to be selected and promoted in accordance with the principles of merit and equity; and*
- (b) *no power with regard to matters affecting employees is to be exercised on the basis of nepotism or patronage; and*
- (c) *employees are to be treated fairly and consistently; and*

- (d) *there is to be no unlawful discrimination against employees or persons seeking employment by the City on a ground referred to in the Equal Opportunity Act 1984 or on any other ground; and*
- (e) *employees are to be provided with safe and healthy working conditions in accordance with the Occupational Safety and Health Act 1984; and*
- (f) *such other principles, not inconsistent with this Division, as may be prescribed.*

*Local Government Act 1995*

### **3.3 Personal Behaviour**

You will:

- (a) act, and be seen to act, properly, professionally and in accordance with the requirements of the law, the terms of this Code and all Council policies;
- (b) perform your duties impartially and in the best interests of the Council, uninfluenced by fear or favour;
- (c) act in good faith (i.e. honestly, for the proper purpose, and without exceeding your powers) in the interests of the Council and the community;
- (d) make no allegations which are improper or derogatory (unless true and in the public interest);
- (e) refrain from any form of conduct, in the performance of your duties, which may cause any reasonable person unwarranted offence or embarrassment; and
- (f) always act with loyalty and in a manner that supports the Council's objectives.

### **3.4 Honesty and Integrity**

You will:

- (a) observe the highest standards of honesty and integrity and avoid conduct which might suggest any departure from these standards;
- (b) be frank and honest in your official dealing with other staff and Council members; and
- (c) report any dishonesty or possible dishonesty by any staff member to your Manager or the CEO.

### **3.5 Performance of Duties**

While on duty, you will give your whole time and attention to the Council's business and ensure that your work is carried out efficiently and effectively and that your standard of work reflects favourably both on you and on the Council.

### **3.6 Compliance with Lawful and Reasonable Directions, Decisions and Policies**

- (a) You will comply with any lawful and reasonable direction given by any person having authority to make or give such an order, including but not limited to your Team Leader, Manager or the CEO.
- (b) You will implement and/or comply with the lawful decisions and policies of the Council, whether or not you agree with or approve of them.

### 3.7 Administrative and Management Practices

You will ensure compliance with proper and reasonable administrative practices and conduct, and professional and responsible management practices.

### 3.8 Intellectual Property

The title to Intellectual Property in contracts of employment will be assigned to the Council upon its creation unless otherwise agreed by separate contract.

### 3.9 Record Keeping

You will ensure complete and accurate records are created and maintained in accordance with the Council's Record Keeping Plan.

### 3.10 Dealing with Other Employees

- (a) You must treat other staff with respect, courtesy and professionalism and refrain from behaviour that constitutes discrimination, bullying or harassment.
- (b) You must be aware of, and comply with your obligations under relevant law and the Council's policies regarding workplace behaviour and occupational safety and health, including;

Policy No	Policy Title
3.2	Occupational Health & Safety (OHS) Policy
3.3	Drug & Alcohol Policy
3.4	Discrimination, Harassment & Bullying Policy
3.7	Fitness for Work Policy

- (c) Your behaviour should reflect the Council's values and contribute towards creating and maintaining a safe and supportive workplace.

### 3.11 Dealing with community

- (a) You will treat all members of the community with respect, courtesy and professionalism.
- (b) All Council services must be delivered in accordance with relevant policies and procedures and any issues resolved promptly, fairly and equitably.

### 3.12 Professional Communications

- (a) All verbal, written and electronic communication by you regarding the Council's activities should reflect the Council's values and objectives.
- (b) Communications should be accurate, polite and professional.

### 3.13 Personal Communications and Social Media

- (a) Personal communications and statements made privately in conversation, written, recorded, emailed or posted in personal social media, have the potential to be made public, whether intended or not.
- (b) You must not disclose information, make comments or engage in communication activities about or on behalf of the Council, our Councillors, employees or contractors, which breach this Code.

- (c) Your comments which become public and breach the Code of Conduct, or breach any other operational policy or procedure, is likely to constitute a disciplinary matter and may be determined as misconduct and require notification under the *Corruption, Crime and Misconduct Act 2003*.

### 3.14 Personal Presentation

You are required to comply with professional, neat and responsible dress standards at all times.

### 3.15 Gifts

*The CEO has the discretion [Admin.r. 19AF] to determine the threshold amount for prohibited gifts. Under this Regulation, the CEO has set the threshold amount at \$200.*

*Gifts may therefore be accepted by staff, with the following conditions;*

- *Gifts with a value of less than \$25 may be accepted without any need to report.*
- *Gifts with a value of between \$25 & \$200 may be accepted but must be reported.*
- *Gifts with a value of greater than \$200 must not be accepted*

*The requirements in the following subclauses 3.14(e) to (i), dealing with the disclosure, recording, storing and use of information relating to gifts are modelled on the requirements for CEOs and Elected Members under Part 5, Subdivision 6 of the Local Government Act 1995.*

- (a) Application

This clause does not apply to the CEO.

- (b) Definitions

In this clause –

**activity involving a local government discretion** has the meaning given to it in the *Local Government (Administration) Regulations 1996*;

**activity involving a local government discretion** means an activity —

- (a) that cannot be undertaken without an authorisation from the local government; or
- (b) by way of a commercial dealing with the local government;

[r.19AA of the *Local Government (Administration) Regulations 1996*]

**associated person** has the meaning given to it in the *Local Government (Administration) Regulations 1996*;

**associated person** means a person who —

- (a) is undertaking or seeking to undertake an activity involving a local government discretion; or
- (b) it is reasonable to believe, is intending to undertake an activity involving a local government discretion

[r.19AA of the *Local Government (Administration) Regulations 1996*]

**gift** has the meaning given to it in the *Local Government (Administration) Regulations 1996*;

**gift** —

- (a) has the meaning given in section 5.57 [of the *Local Government Act 1995*]; but
- (b) does not include —
  - (i) a gift from a relative as defined in section 5.74(1); or
  - (ii) a gift that must be disclosed under the *Local Government (Elections) Regulations 1997* regulation 30B; or
  - (iii) a gift from a statutory authority, government instrumentality or non-profit association for professional training; or
  - (iv) a gift from WALGA, the Australian Local Government Association Limited (ABN 31 008 613 876), the Local Government Professionals Australia WA (ABN 91 208 607 072) or the LG Professionals Australia (ABN 85 004 221 818);

[r.19AA of the *Local Government (Administration) Regulations 1996*]

**gift** means —

- (a) a conferral of a financial benefit (including a disposition of property) made by 1 person in favour of another person unless adequate consideration in money or money's worth passes from the person in whose favour the conferral is made to the person who makes the conferral; or
- (b) a travel contribution;

**travel** includes accommodation incidental to a journey;

**travel contribution** means a financial or other contribution made by 1 person to travel undertaken by another person

[Section 5.57 of the *Local Government Act 1995*]

**relative**, in relation to a relevant person, means any of the following —

- (a) a parent, grandparent, brother, sister, uncle, aunt, nephew, niece, lineal descendant of the relevant person or of the relevant person's spouse or de facto partner;
- (b) the relevant person's spouse or de facto partner or the spouse or de facto partner of any relative specified in paragraph (a),

whether or not the relationship is traced through, or to, a person whose parents were not actually married to each other at the time of the person's birth or subsequently, and whether the relationship is a natural relationship or a relationship established by a written law;

[Section 5.74(1) of the *Local Government Act 1995*]

**prohibited gift** has the meaning given to it in the *Local Government (Administration) Regulations 1996*;

**prohibited gift**, in relation to a local government employee, means —

- (a) a gift worth the threshold amount or more; or
- (b) a gift that is 1 of 2 or more gifts given to the local government employee by the same person within a period of 1 year that are in total worth the threshold amount or more;

[r.19AA of the *Local Government (Administration) Regulations 1996*]

**reportable gift** means:

- (i) a gift worth more than \$25 but less than \$200; or
- (ii) a gift that is 1 of 2 or more gifts given to you by the same person within a period of 1 year that are in total worth more than \$25 but less than the \$200 threshold.

**threshold amount** has the meaning given to it in the *Local Government (Administration) Regulations 1996*, subject to the CEO's determination under subclause (c);

**threshold amount**, for a prohibited gift, means —

- (a) a gift worth the threshold amount or more; or
- (b) a gift that is 1 of 2 or more gifts given to the local government employee by the same person within a period of 1 year that are in total worth the threshold amount or more;

[r.19AA of the *Local Government (Administration) Regulations 1996*]

(c) Determination

In accordance with Regulation 19AF of the *Local Government (Administration) Regulations 1996* the CEO has determined \$200 as the threshold amount for prohibited gifts.

- (d) Employees must not accept a prohibited gift from an associated person.
- (e) If you accept a reportable gift from an associated person you are to notify the CEO in accordance with subclause (f) and within 10 days of accepting the gift.
- (f) The notification of the acceptance of a reportable gift must be in writing and include:
  - (i) the name of the person who gave the gift; and
  - (ii) the date on which the gift was accepted; and
  - (iii) a description, and the estimated value, of the gift; and
  - (iv) the nature of the relationship between you and the person who gave the gift; and
  - (v) if the gift is one of two or more accepted from the same person within a period of one year:
    - (1) a description;
    - (2) the estimated value; and
    - (3) the date of acceptance,
 of each other gift accepted within the one year period.
- (g) The CEO will maintain a register of reportable gifts and record in it details of notifications given to comply with subclause (f).
- (h) The CEO will arrange for the register maintained under subclause (g) to be published on the Council's official website.
- (i) As soon as practicable after you cease to be an employee, the CEO will remove from the register all records relating to you. The removed records will be retained for a period of at least 5 years.



### 3.16 Conflict of Interest

- (a) You will ensure that there is no actual (or perceived) conflict of interest between your personal interests and the impartial fulfilment of your professional duties.
- (b) You will not engage in private work with or for any person or body with an interest in a proposed or current contract with the Council, without first disclosing the interest to the CEO. In this respect, it does not matter whether advantage is in fact obtained, as any appearance that private dealings could conflict with performance of duties must be scrupulously avoided.
- (c) You will lodge written notice with the CEO describing an intention to undertake a dealing in land which is within the Wyalkatchem district, or which may otherwise be in conflict with the Local Government's functions (other than purchasing the principal place of residence).
- (d) If you exercise a recruitment or any other discretionary function you will disclose any actual (or perceived) conflict of interest to the CEO before dealing with relatives or friends and you will be disqualified from dealing with those persons.
- (e) You will conduct yourself in an apolitical manner and refrain from political activities which could cast doubt on your neutrality and impartiality in acting in your professional capacity.

*The Equal Opportunity Act 1984 provides that it is unlawful to discriminate against an employee or prospective employee on the ground of political conviction.*

### 3.17 Secondary Employment

You must not engage in secondary employment (including paid and unpaid work) without receiving the prior written approval of the CEO.

### 3.18 Disclosure of Financial Interests

- (a) You will apply the principles of disclosure of financial interest as contained within the Act.
- (b) If you have been delegated a power or duty, have been nominated as a 'designated employee' or provide advice or reports to Council or Committees, you must be aware of, and comply with, your statutory obligations under the Act.

### 3.19 Disclosure of Interests Relating to Impartiality

- (a) In this clause, **interest** has the meaning given to it in the *Local Government (Administration) Regulations 1996*.

**interest** —

- (a) means an interest that could, or could reasonably be perceived to, adversely affect the impartiality of the person having the interest; and
- (b) includes an interest arising from kinship, friendship or membership of an association.

[r.19AA of the *Local Government (Administration) Regulations 1996*]

- (b) If you have an interest in any matter scheduled for discussion at a Council or Committee meeting that you attend, you are required to disclose the nature of the interest:
  - (i) in a written notice given to the CEO before the meeting; or
  - (ii) at the meeting immediately before the matter is discussed.



- (c) If you have given, or will give, advice in respect of any matter scheduled for discussion at a Council or Committee meeting not attended by you, you are required to disclose the nature of your interest:
  - (i) in a written notice given to the CEO before the meeting; or
  - (ii) at the time the advice is given.
- (d) A requirement described under (b) and (c) excludes an interest referred to in Section 5.60 of the Act.
- (e) You are excused from a requirement made under (b) or (c) to disclose the nature of an interest because you did not know and could not reasonably be expected to know:
  - (i) that you had an interest in the matter; or
  - (ii) that the matter in which you have an interest would be discussed at the meeting providing you disclose the nature of the interest as soon as possible after the discussion began.
- (f) If you make a disclosure by a written notice given to the CEO before a meeting in compliance with the requirements of (b) or (c), then:
  - (i) before the meeting the CEO is to cause the notice to be given to the person who is to preside at the meeting; and
  - (ii) at the meeting the person presiding must bring the notice and its contents to the attention of persons present immediately before a matter to which the disclosure relates is discussed.
- (g) If:
  - (i) to comply with a requirement made under item (b), the nature of your interest in a matter is disclosed at a meeting; or
  - (ii) a disclosure is made as described in item (e)(ii) at a meeting; or
  - (iii) to comply with a requirement made under item (f)(ii), a notice disclosing the nature of your interest in a matter is brought to the attention of the persons present at a meeting,
 the nature of the interest is to be recorded in the minutes of the meeting.

### **3.20 Use and Disclosure of Information**

- (a) You must not access, use or disclose information held by the Council except as directly required for, and in the course of, the performance of your duties.
- (b) You are to handle all information obtained, accessed or created in the course of your duties responsibly and in accordance with this Code and the Shire of Wyalkatchem's policies and procedures.
- (c) You must not access, use or disclose information to gain improper advantage for yourself or another person or body, in ways which are inconsistent with your obligation to act impartially and in good faith, or to improperly cause harm, detriment or impairment to any person, body, or the Shire of Wyalkatchem.
- (d) Due discretion must be exercised by you if you have access to confidential, private or sensitive information.
- (e) Nothing in this section prevents you from disclosing information if the disclosure:
  - (i) is authorised by the CEO or the CEO's delegate; or
  - (ii) is permitted or required by law.

### 3.21 Improper or Undue Influence

- (a) You will not take advantage of your position to improperly influence Council Members or employees in the performance of their duties or functions, in order to gain undue or improper (direct or indirect) advantage or to gain for yourself or for any other person or body.
- (b) You must not take advantage of your position to improperly influence any other person in order to gain undue or improper (direct or indirect) advantage or gain, pecuniary or otherwise, for yourself or for any other person or body.
- (c) You must not take advantage of your position to improperly disadvantage or cause detriment to the local government or any other person.

### 3.22 Use of Shire of Wyalkatchem Resources

- (a) In this clause –

**Shire of Wyalkatchem resources** includes local government property and services provided or paid for by the Shire of Wyalkatchem.

**local government property** has the meaning given to it in the Act.

**local government property** means anything, whether land or not, that belongs to, or is vested in, or under the care, control or management of the local government

[Section 1.4 of the *Local Government Act 1995*]

- (b) You will:
  - (i) be honest in your use of the Council's resources and must not misuse them or permit their misuse (or the appearance of misuse) by any other person or body;
  - (ii) use the Council's resources entrusted to you effectively, economically, in the course of their duties and in accordance with relevant policies and procedures; and
  - (iii) not use the Council's resources (including the services of employees) for private purposes (other than when supplied as part of a contract of employment), unless properly authorised to do so, and appropriate payments are made (as determined by the CEO).

### 3.23 Use of Shire of Wyalkatchem Finances

- (a) You are expected to act responsibly and exercise sound judgment with respect to matters involving the Council's finances.
- (b) You will use Council finances only within the scope of your authority, as defined in your position description and policies & procedures.
- (c) If you have financial management responsibilities you will comply with the requirements of the *Local Government (Financial Management) Regulations 1996*.
- (d) When exercising purchasing authority you will comply with the Council's Purchasing Policy and the systems and procedures established by the CEO in accordance with regulation 5 of the *Local Government (Financial Management) Regulations 1996*.

- (e) You must act with care, skill, diligence, honesty and integrity when using local government finances.
- (f) You will ensure that any use of Council finances is appropriately documented in accordance with the relevant policy and procedure, including the Council's Recordkeeping Plan.

### **3.24 Reporting of Suspected Breaches of the Code of Conduct**

You may report suspected breaches of the Code to your Manager, Leading Hand or CEO, in accordance with the Council's Grievance, Investigations & Resolution Policy.

### **3.25 Handling of Suspected Breaches of the Code of Conduct**

Suspected breaches of the Code including suspected unethical, fraudulent, dishonest, illegal or corrupt behaviour will be handled as follows;

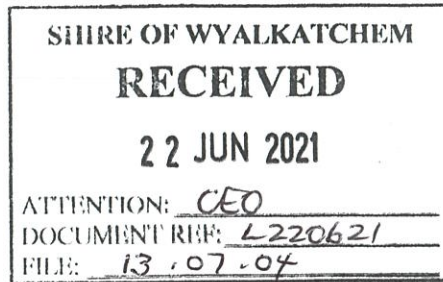
- (a) Suspected unethical, fraudulent, dishonest, illegal or corrupt behaviour should be reported to your Manager or the CEO.
- (b) In accordance with the *Corruption, Crime and Misconduct Act 2003*, if the CEO suspects on reasonable grounds that the alleged behaviour may constitute misconduct as defined in that Act, the CEO will notify:
  - (i) the Corruption and Crime Commission, in the case of serious misconduct; or
  - (ii) the Public Sector Commissioner, in the case of minor misconduct.
- (a) You, or any person, may also report suspected serious misconduct to the Corruption and Crime Commission or suspected minor misconduct to the Public Sector Commissioner.
- (d) You, or any person, may also make a Public Interest Disclosure to report suspected unethical, fraudulent, dishonest, illegal or corrupt behaviour, using the Council's Public Interest Disclosure Policy, published on the Council's website.

**July 2021**





LGE 028

WESTERN AUSTRALIAN  
Electoral Commission

Mr Peter Klein  
Chief Executive Officer  
Shire of Wyalkatchem  
PO Box 224  
WYALKATCHEM WA 6485

Attention: Ms Stephanie Elvidge

Dear Mr Klein

**Local Government Ordinary Election: 2021**

Thank you for your email dated 14 June requesting a cost estimate to conduct the Shire of Wyalkatchem local government election as a postal election.

The estimated cost for the 2021 election if conducted as a postal ballot is \$11,500 inc GST, which has been based on the following assumptions:

- 400 electors
- response rate of approximately 50%
- 2 vacancies
- count to be conducted at the offices of the Shire of Wyalkatchem
- appointment of a local Returning Officer
- regular Australia Post delivery service to apply.

An additional amount of \$80.00 will be incurred if your Council decides to opt for the Australia Post Priority Service for the lodgement of election packages

Costs not incorporated in this estimate include:

- non-statutory advertising (ie any additional advertisements in community newspapers and promotional advertising)
- any legal expenses other than those that are determined to be borne by the Western Australian Electoral Commission in a Court of Disputed Returns
- one local government staff member to work in the polling place on election day
- any unanticipated costs arising from public health requirements for the COVID-19 pandemic.

The Commission is required by the Local Government Act to conduct local government elections on a full cost recovery basis and you should note that this is an estimate only and may vary depending on a range of factors including the cost of materials or number of replies received. The basis for charges is all materials at cost and a margin on staff time only.

170566

The current procedure required by the Act is that my written agreement has to be obtained before the vote by Council is taken. To facilitate the process, you can take this letter as my agreement to be responsible for the conduct of the ordinary elections in 2021 for the Shire of Wyalkatchem in accordance with section 4.20(4) of the *Local Government Act 1995*, together with any other elections or polls that may also be required. My agreement is subject to the proviso that the Shire of Wyalkatchem also wishes to have the election undertaken by the Western Australian Electoral Commission as a postal election.

In order to achieve this, your Council would need to pass the following two motions by absolute majority:

- Declare, in accordance with section 4.20(4) of the *Local Government Act 1995*, the Electoral Commissioner to be responsible for the conduct of the 2021 ordinary elections together with any other elections or polls which may be required
- Decide, in accordance with section 4.61(2) of the *Local Government Act 1995* that the method of conducting the election will be as a postal election.

I look forward to conducting this election for the Shire of Wyalkatchem in anticipation of an affirmative vote by Council.

Yours sincerely



Robert Kennedy  
**ELECTORAL COMMISSIONER**

16 June 2021







# SHIRE OF WYALKATCHEM



July 2021

## INFORMATION BULLETIN

## SHIRE OF WYALKATCHEM COUNCIL MEETING STATUS REPORT AS AT 10 JULY 2021

The purpose of this report is to provide an update on the implementation of Council resolutions.

Items that have been reported as completed will be removed in future reports.

MINUTE REFERENCE	DETAIL	RESPONSIBLE OFFICER	STATUS / COMMENTS	TARGET DATE OF COMPLETION DATE
OMC 18/02/2021 13.1 234/2021	That Council contract NM Trailers – Kellerberrin to supply and construct a 42.5m x 15.5mx 6m display shed at the Museum site for a total lump sum cost of up to \$89,250 subject to acceptable supply terms being negotiated with NM Trailers Kellerberrin and the execution of an acceptable Project Management Agreement with the Museum Association.	CEO	Contract has been executed. PTA & building approvals have been received. Structural components, roof sheeting, gutters & flashing have been delivered to site. An invoice for progress payments 1 & 2 for a combined sum of \$58,410 (inc. GST) has been received and approved for payment. Builder mobilised to site in the week beginning 7 June 2021. Project is on-track for completion before the 30/06 deadline.	<b>Complete</b>

OMC 28/04/2021 276/2021	<p>That Council resolve the following</p> <p>Subject to there being no material change to the attached draft replacement GP Agreement, the Council endorse the agreement between the Shire of Wyalkatchem and Dr Emmanuel Olamidele AWOGUN for the provision of general practitioner (medical services) by Dr Awogun for a period of three years, commencing 2 February 2021; and</p> <p>2. Authorise the affixing of the Common Seal and execution of the agreement by the Shire President and the Chief Executive Officer in accordance with clause 9.49A (2) &amp; (3).</p>	CEO	<p>A draft replacement contract was issued to Dr Emmanuel Olamidele Awogun on 7 April.</p> <p>Despite some prompting no comment was received on the draft agreement until a meeting held on 10 June.</p> <p>Dr Awogun has requested the Annual Fee of \$155,560 (ex GST), which has been unchanged since February 2018, be adjusted by CPI. CPI between December 2017 &amp; December 2020 increased 2.82% which lifts the Annual Fee to \$159,948. The Annual fee is not escalated during the 3 year term of this agreement.</p> <p>An amended contract was reissued on 10 June and will be executed subject to Dr Awogun's approval.</p>	<p>30 June 2021</p> <p><b>Pending receipt of signed contract from Dr Awogun</b></p>
OMC 20/05/2021 286/2021	That Council approves a grant of \$2,000 to the Rotary Club of Wyalkatchem for the Ladies Long Table Lunch.	CEO	A letter confirming the Council's approval has been issued and payment is now subject to the execution & return of the funding agreement.	<b>Complete</b>



# South West Native Title Settlement

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**Webinar Update for Local Government – June 2021**

Hosted by WALGA



# Introduction by Mayor Tracey Roberts

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WALGA President

# SETTLEMENT OVERVIEW

# South West Native Title Settlement (Settlement)

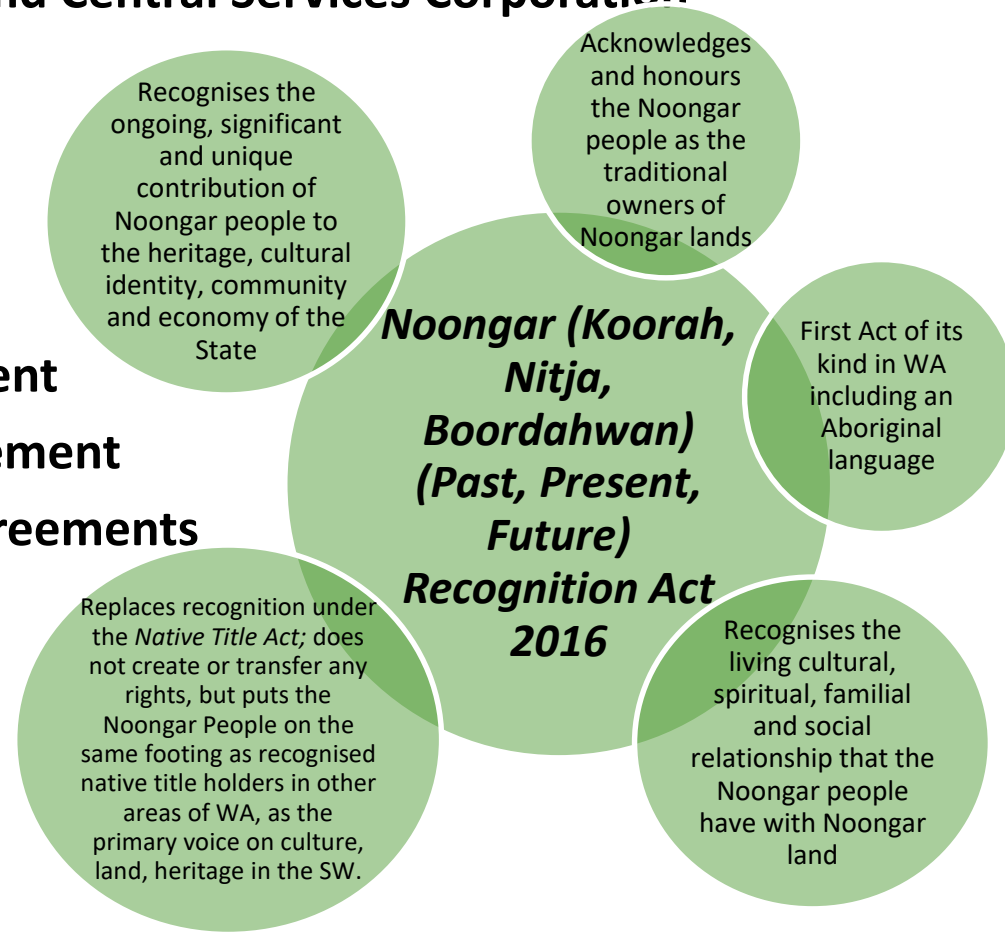
- A **landmark native title agreement**, negotiated between the Noongar people and the WA Government.
- Creates a **Noongar governance structure** to represent the rights and interests of the **six Noongar Agreement groups**.
- **Settlement area** covers 200 000 square km and is the largest agreement in the country, resolving all native title claims in exchange for a negotiated Settlement package.
- **Settlement package** is aimed at greatly improved opportunities for Noongar cultural, social and economic development and provides significant partnership opportunities with WA Government and other sectors, including LGAs.
- **Commencement:** Executed 2015, commenced February 2021, with Noongar Boodja Trust established March 2021 and Noongar Regional Corporations to be established by early 2022.
- **Native title resolved** on 13 April 2021 and **replaced** by **Settlement arrangements**.



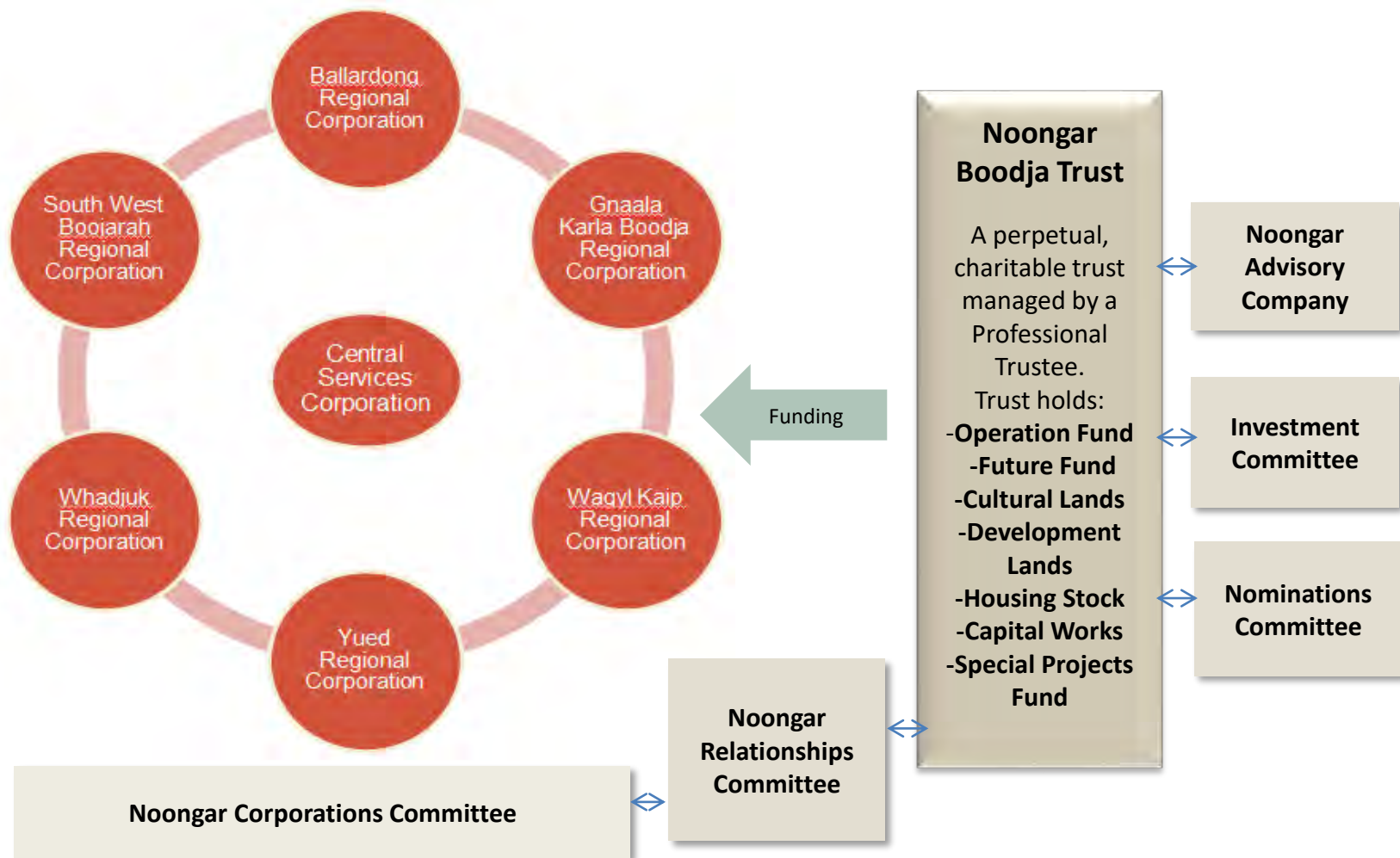
# Overview of the Settlement package

Six identical Indigenous Land Use Agreements ('ILUAS') set out the elements of the Settlement package for the six Noongar Agreement groups:

- **Noongar Recognition through an Act of Parliament**
- **Noongar Regional Corporations and Central Services Corporation**
- **Noongar Boodja Trust**
- **Noongar Land Estate**
- **Noongar Land Fund**
- **Access to Crown Land**
- **Co-operative and joint management**
- **Noongar Standard Heritage Agreement**
- **Noongar Heritage Partnership Agreements**
- **Noongar Housing Program**
- **Capital Works Program**
- **Economic Participation**
- **Community Development**



# Noongar Governance Structure



# Noongar Corporations



**Six Noongar Regional Corporations** will be established to:

- maintain, protect, promote and support Noongar culture, heritage, customs, language and traditions;
- manage and use the land and waters within the Region to which they have a traditional connection;
- manage their obligations under the South West Settlement.

The Corporations are the direct beneficiaries of the Trust. Established exclusively for charitable purposes toward Noongar self-governance, independence, overcoming disadvantage.

Funding available to purchase office accommodation in each ILUA area.

Intended to complement existing Aboriginal organisations; will develop partnerships with and promote their services.

A **Central Services Corporation** will support the six Regional Corporations with financial, administrative and legal services.

The South West Aboriginal Land and Sea Council (SWALSC) is working to transition to be endorsed as the Central Services Corporation, and is supporting the establishment of the Regional Corporations by early 2022 – locations yet to be determined by the Noongar Agreement groups.

# Opportunities for Local Government Engagement

- The seven Noongar Corporations will form a **new tier of governance** across the South West, sitting alongside Local, State and Commonwealth Governments.
- The 6 **Regional Corporations** will be the **central conduits for Local Governments to engage** with the relevant Noongar Agreement Groups in relation to land, heritage, culture.
- Local Governments should also continue to build relationships with **local Aboriginal communities and organisations**.
- Prior to the Regional Corporations being established, **SWALSC can assist**, together with **relevant Government agencies**, on particular Settlement matters (eg DPLH for land transfers, heritage).
- **SWALSC Regional Officers** who are being appointed for each Agreement Area will provide immediate opportunities to connect locally.
- **Reconciliation Action Plans** provide a strong vehicle to promote engagement and action in partnership with local Aboriginal communities/organisations and the Noongar Regional Corporations.

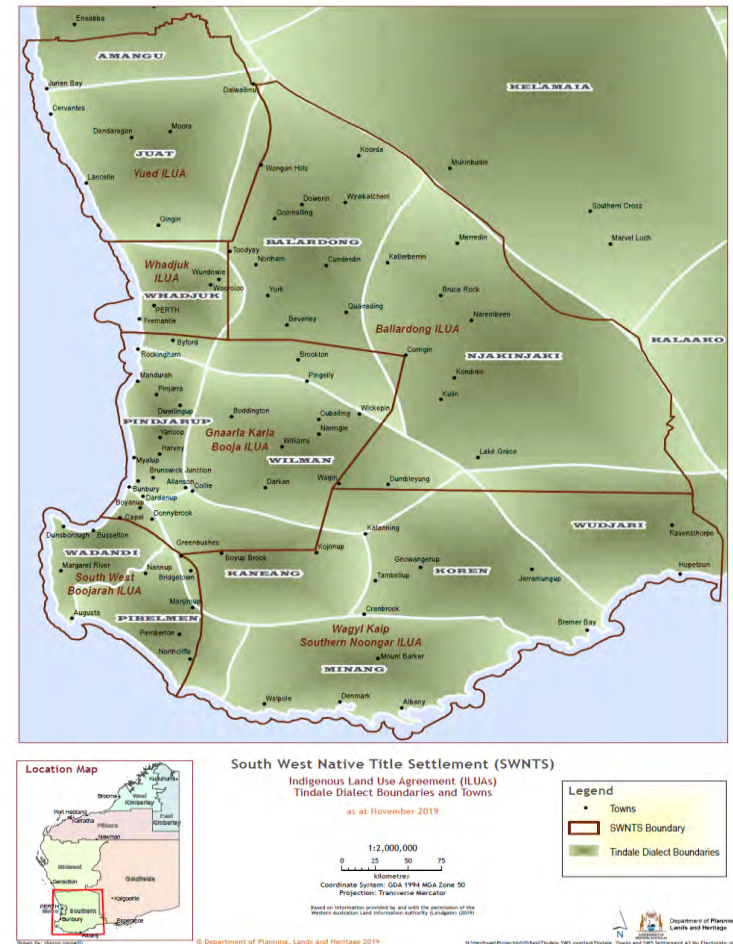


# **ABORIGINAL HERITAGE**

# South West Settlement – Aboriginal Heritage



# Settlement ILUA areas and language groups





# SWS Heritage context

## Heritage Agreement Provisions (since 8 June 2015 SWS Agreement Execution):

- Since SWS Agreement execution, State Government departments, agencies and other authorities and instrumentalities that are identified by the State Government (including the Development Commissions) are required to enter into a Noongar Standard Heritage Agreement (NSHA) with SWALSC and at June 2021 there are:
  - 312 NSHAs (including 52 Government, 1 Local Government, 259 non-Government) and 168 Noongar Alternative Heritage Agreements
- Since SWS Agreement Execution DMIRS has placed heritage conditions on all new mineral and petroleum titles requiring a Heritage Agreement or NSHA before tenement holders can exercise rights in the six ILUA areas and as at June 2021 there are 782 tenements with conditions on title.
- Parties not bound by the SWS Agreement (for example Local Government and Non Government Organisations) will need to determine if the NSHA is suitable for their needs and complies with the organisations rules
- Alternatively Local Government and Non Government Organisations may choose to follow the heritage principles of the NSHA

# Benefits of a NSHA

## The NSHA:

- Facilitates the protection and preservation of Aboriginal Sites/Objects in accordance with the *Aboriginal Heritage Act 1972 (AHA)*
- provide a clear process for engagement with the Noongar community about activities that may impact Aboriginal heritage sites, and a structured framework for when and how Aboriginal heritage surveys will be conducted across SWS Agreement areas.
- assist compliance with the AHA, and ensure the submission of relevant information to the Department of Planning, Lands and Heritage for potential inclusion on the Register of Aboriginal Sites, which can in turn be accessed by future land users.

## Positive Outcomes from the NSHA process

- Early engagement to facilitate improved outcome and build strong relationships between proponents and the Noongar community
  - Allows for Surveys, Works Clearances to be completed prior to commencement date, and consideration of re-engineering options if possible
  - Provides an opportunity to consider site avoidance options such as using existing infrastructure and easements wherever possible rather than creating new ones
  - May find solutions that remove the need to impact Aboriginal cultural heritage and therefore the requirement for a s16 or s18 application, reducing costs and timeframes.

# Aboriginal Heritage and Local Government

- There has been a Template Agreement negotiated between WALGA and SWALSC called the Noongar Standard Heritage Agreement for Local Government (NHALG).
  - Given the limited resources currently available to SWALSC, it is recommended LGAs not look to enter into a NHALG, but agree to follow the principles as set out in the NSHA
  - It is also recommended that LGAs advise SWALSC of any activities which may impact known Aboriginal cultural heritage places
  - That LGAs seek advice from the DPLH in relation to informing themselves as to whether Aboriginal cultural heritage places may be impacted, and assist with identifying informants and knowledge holders
- Following establishment of the Regional Corporations (RCs), SWALSC will be assigning all Agreements to the respective RCs who will take on the role of managing those Agreements and negotiating new Agreements
  - The process for management of the NSHAs and other Agreements during the interim period until the RCs are established, will see those Agreements managed by the SWALSC / the Central Services Corporation.

# Key Heritage Elements of the NSHA

- Early engagement with SWALSC
- Assessment of risks of proposed works damaging or altering an Aboriginal heritage site by using the Due Diligence Guidelines
- Issuing notices for works that may potentially damage or alter Aboriginal heritage sites in a format similar to the 'Activity Notices' within the NSHA
- If a heritage survey is to be completed, seeking the names of suitable Aboriginal survey participants from SWALSC
- Following the NSHA heritage survey processes
- Following the NSHA timelines
- Adhering to the NSHA heritage survey costs schedule
- Following the NSHA heritage survey reporting requirements
- Providing the heritage survey reports and Heritage Information Submission forms to the Department of Planning, Lands and Heritage (Clause 12.5)
- Providing notice to and consulting with SWALSC (acting on behalf of the particular Agreement Group) prior to the Local Government lodging an Aboriginal Heritage Act (1972) Section 16 or Section 18 Application.

The six [NSHA templates including the schedules, supporting templates and maps](#) can be found on the DPLH website ([www.dplh.wa.gov.au](http://www.dplh.wa.gov.au))

# Due Diligence Assessment

How do I determine if an Activity could potentially impact an Aboriginal heritage site and whether a heritage survey may be required?

- Does an AHIS Register Search reveal any sites or heritage information in the area? The AHIS system and User Guide is located [here](https://www.dplh.wa.gov.au/information-and-services/online-services/aboriginal-heritage-inquiry-system) (<https://www.dplh.wa.gov.au/information-and-services/online-services/aboriginal-heritage-inquiry-system>)
- Have there been previous heritage surveys in the area?
- Refer to **Aboriginal Heritage Due Diligence Guidelines** available [here](https://www.dplh.wa.gov.au/getmedia/74896bd3-4be3-49ed-be75-38ba72f10d72/AH-Due-diligence-guidelines) <https://www.dplh.wa.gov.au/getmedia/74896bd3-4be3-49ed-be75-38ba72f10d72/AH-Due-diligence-guidelines>
  - How much has the landscape already been altered?
  - What is the potential impact on the landscape?
- If unsure, check with:
  - Your Department/Agencies/Local Government heritage or land use team
  - DPLH – SWS Aboriginal Heritage team [SWSHeritage@dplh.wa.gov.au](mailto:SWSHeritage@dplh.wa.gov.au)
  - DPLH Heritage Enquiries at [AboriginalHeritage@dplh.wa.gov.au](mailto:AboriginalHeritage@dplh.wa.gov.au)



# Aboriginal Cultural Heritage Bill (WA)

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## *Aboriginal Heritage Act 1972 Review – History and Current Status*

2018

- Review announced, Consultation Paper released
- Workshops across WA
- 130+ submissions

2019

- Discussion Paper released
- Information sessions, workshops across WA
- 70+ submissions

2020

- Bill drafted, stakeholder engagement continued
- Consultation Bill released Stakeholder briefings, information sessions across WA
- 160+ submissions received

2021

- Reviewing submissions received and refining the Bill
- Bill to be introduced into Parliament in second half of 2021
- Consult at on Due Diligence, Activity Category, Template, Policies

2022?

- Should Bill be passed in Parliament
- Transition period amended section 18 application process

202??

- Proclamation of the Bill – all provisions of the Act apply

## Who do I consult with under the new legislation?

- Proponents required to consult with the *Local Aboriginal Cultural Heritage Service* (LACHS)
- If there is no LACHS the Proponent will need to consult with the *Native Title Party*
- It is expected that each of the six *Regional Corporations* will become a LACHS
- If there is no LACHS for an area over the South West – the native Title party will be the *Regional Corporations* – if Regional Corporations not established - SWALSC is native title party

## What happens if I am a party to an existing heritage agreement?

- The legislation recognizes existing agreements such as the NSHA and NHALG
- These are able to be used under the new system as evidence of consultation
- Parties to the agreements may in future wish to amend the agreements

## How do I determine if my proposed activity requires an approval?

- Commence Due Diligence Assessment process

Activity Category	Requirements under the Act if activity does not harm ACH	Requirements under the Act if activity will harm ACH
Exempt Activity	Activity proceeds as planned	Activity proceeds as planned.  It is recommended that Proponents respect ACH and where possible avoid it.
Minimal Impact Activity	Activity proceeds as planned	Activity proceeds as planned.  It is recommended that Proponents respect ACH and where possible avoid it.
Low Impact Activity	Activity proceeds as planned	Activity will require an ACH Permit which may have conditions.
Medium to High Impact Activity	Activity proceeds as planned	Activity will require an approved or authorised ACH Management Plan.

# **NOONGAR LAND ESTATE**

# Noongar Land Estate Overview

- The Noongar Land Estate is a key commitment for the Settlement. It will comprise up to 300,000 ha of Crown land allocated as reserve or leasehold and up to 20,000 ha allocated as freehold.
- The land will be part of the Noongar Boodja Trust, held by the Noongar Boodja Land Subsidiary (Land Sub). The land will be used and developed for cultural and economic purposes, depending on the needs and aspirations of the Noongar People.
- Eligible land is primarily unallocated Crown land (UCL) and unmanaged reserves (UMR). Approximately 1 million hectares of land within the Settlement Area is currently under consideration for possible inclusion in the Noongar Land Estate.



# Noongar Land Base Strategy

Identification

Claimant Tenure Selection

Assessment

Terms of Allocation

Allocation

Management by the  
Trustee and the Land Sub.

- The Department of Planning, Lands and Heritage and the representatives of the Noongar People work collaboratively to progress eligible land through the Phases of the Strategy.
- The Assessment Phase involves comprehensive consultation with stakeholders, including Local Governments.
- This consultation has the potential to inform the development of specific conditions to ensure best practice land tenure and land management outcomes.
- The first formal Offers of land for inclusion in the Noongar Land Estate were made in March 2021, a major milestone for the Settlement.
- The Department is now in the process of readying the first transfers to create the Noongar Land Estate.

# Land Use and Management

- The land will be held and managed for a broad range of purposes across the entire South West Land Division. The size, location and cultural value of the land will inform future land use.
- Large areas of bushland will likely be managed for conservation of Aboriginal heritage and environmental values, caring for country, cultural tourism and cultural activities. The Noongar Regional Corporations will coordinate management of these properties.
- Smaller areas of land and those properties that are located within townsites may be utilised for economic development, housing, enterprise, wellbeing programs, aged care or similar to meet the strategic aspirations of the Noongar population in that area.
- A small portion of the Noongar Land Estate will be purely for development purposes and will generate an income.
- Regardless of tenure, the Trustee and Land Sub will comply with the existing statutory framework for each land parcel across the entire Noongar Land Estate.



# Noongar Boodja Trust as landholder

- Perpetual has been appointed as the professional Trustee to manage the Noongar Boodja Trust (Trust) for the first twelve years. Management of the Trust will transition to the Noongar Advisory Company after this time.
- The Trustee and associated Noongar Boodja Land Sub will become a significant land holder and land manager in the South West. The land will be used, managed and developed for social, cultural and economic purposes according to the needs and aspirations of Noongar people.
- The Noongar Boodja Trust Deed sets out how the Trustee and future Noongar Regional Corporations will make decisions about the use of land for cultural and development purposes.
- The Noongar Boodja Trust will be required to meet the standard costs, including rates and service charges, associated with owning and managing freehold land.
- Freehold land may be exempt from rates under s.6.26(2)(g) of the Local Government Act 1995 (WA), where that land is used exclusively for charitable purposes.



# Opportunities for Local Governments

- Local Governments could contribute via unlocking development potential, through:
  - identifying development opportunities up-front for partnership; and
  - providing advice, identifying possible economic opportunities and otherwise working to build a mutually beneficial relationship.
- Additionally, Local Governments should consider if any land held or under management could be included into the Settlement, including -
  - land that is culturally significant to the Noongar people; or
  - land that has potential for economic and community uses.
- Land in the Noongar Land Estate may be also be available for lease or licence to support a range of economic, community and recreational activities.

# **CUSTOMARY ACTIVITIES ON CROWN & CONSERVATION ESTATE LANDS**

## Continuation of customary activities

- *Native Title Act 1993* provides for access by native title holders to crown lands for Aboriginal customary activities
- *Conservation and Land Management Act 1984* provides for Aboriginal customary activities on conservation estate lands
- Consistent with this legislation, Settlement provisions ensure continued legal access by the Noongar traditional owners for customary activities on crown lands including public drinking water source areas, and conservation estate.

# Land Access Licences

- Six licences for land access will be granted within the Settlement Area – one per Agreement Area. These licences will be held by the future Regional Corporations and will apply to certain unallocated crown lands and unmanaged reserves.
- The licences will be granted under Section 91 of the *Land Administration Act 1997* and will support continued access to country for cultural activities such as:
  - Visiting and caring for sites and country;
  - Gathering, preparing, and consuming bush tucker and bush medicine;
  - Conducting ceremonies and cultural activities and having meetings on country;
  - Camping on country (limited to 14 days); and
  - Lighting campfires and ceremonial fires.

# Public Drinking Water Source Areas (PDWSAs)

- In 2016 metro and country by-laws were amended to provide the Noongar people with access to PDWSA for customary purposes, in particular access to Noongar/Aboriginal heritage sites.
- This will ensure access to bushland and water source areas on Noongar land, which is of fundamental importance to Noongar people because of their spiritual relationship to the land and the desire to carry out traditional practices and pass on knowledge to future generations

# Joint & Co-operative Management of Conservation Estate

- Structure for Noongar people to engage with DBCA managers to make decisions about how land held by DBCA is managed.
- Co-operative Management Committees to be established in each ILUA area; a key task is to identify and prioritise special areas of the South West Conservation Estate for joint management.
- Target: Noongar Regional Corporations will enter into Joint Management Agreements over at least one area in each ILUA area within 5 years, 2 within 10 years.
- Key economic opportunity through joint management and ranger programs across the conservation estate.

# Noongar Land Fund

- DPC to administer \$46.8 million over 10 years to support the land, joint management and heritage objectives of the six Noongar Regional Corporations (NRCs)
- Funds available to NRCs when partnering with the WA government on NRC identified projects and programs
- Noongar Land Fund is also a mechanism to transform the way the WA government works with the Noongar people.
- Potential future opportunity to partner with LGAs.

# **COMMUNITY AND ECONOMIC DEVELOPMENT**



# Frameworks

## Community Development Framework:

- Opportunities for increased communication and collaboration between Human Service agencies and Noongar people to deliver shared community development priorities through partnerships between Regional Corporations and District Leadership Groups, with high level WA Government-Noongar Corporation-NGO oversight
- Focused on:
  - safeguarding, developing and transmitting Noongar Culture;
  - capacity building and leadership;
  - housing;
  - youth;
  - health; and
  - education.
- Key economic opportunity for existing and emerging Aboriginal Community Controlled Organisations to deliver services to the Noongar community.

## Noongar Economic Participation Framework:

High level Steering Group to provide strategic oversight and support regional opportunities to:

- Grow Noongar owned businesses and Noongar/non-Noongar joint ventures, increase Noongar employment in Noongar businesses;
- Increase the knowledge and skills of the Noongar community in the areas of Government procurement, tendering and contracting;
- Increase Noongar participation and representation in employment and broader economy; and
- Build on existing strengths to foster the Noongar entrepreneurial culture.

# Noongar Housing Program

- 121 properties to be transferred to the NBT within 5 years of the Settlement Commencement.
- Housing Authority (Department of Communities) to administer funds of up to \$10 million to NBT for property refurbishment, upgrade, repair or demolition- through funding agreement in the ILUA.
- Beginnings of a Noongar Housing Portfolio – potential for future partnerships with Government and other organisations for social/transitional/home ownership housing programs.
- Economic opportunity in refurbishment/upgrade and maintenance of housing stock

## Noongar Cultural Centre

- 2ha of Crown land in metro area for the construction of a Noongar cultural centre, as well as \$5 million in funding towards construction costs – subject to securing the remaining funding from other sources (Commonwealth and/or private sector).
- \$300 000 for business case.
- Key economic opportunities through construction, maintenance and employment within Noongar corporations and/or Noongar Cultural Centre.

**FURTHER  
INFORMATION  
AND  
ENGAGEMENT**

# Strategic Direction for Local Governments

## South West Native Title Settlement

- Recognises Noongar people as the traditional owners of the land and establishes a tier of Noongar governance alongside Local, State and Commonwealth Governments

## Reconciliation Action Plans

- A framework for organisations to support the national reconciliation movement.

## Closing the Gap

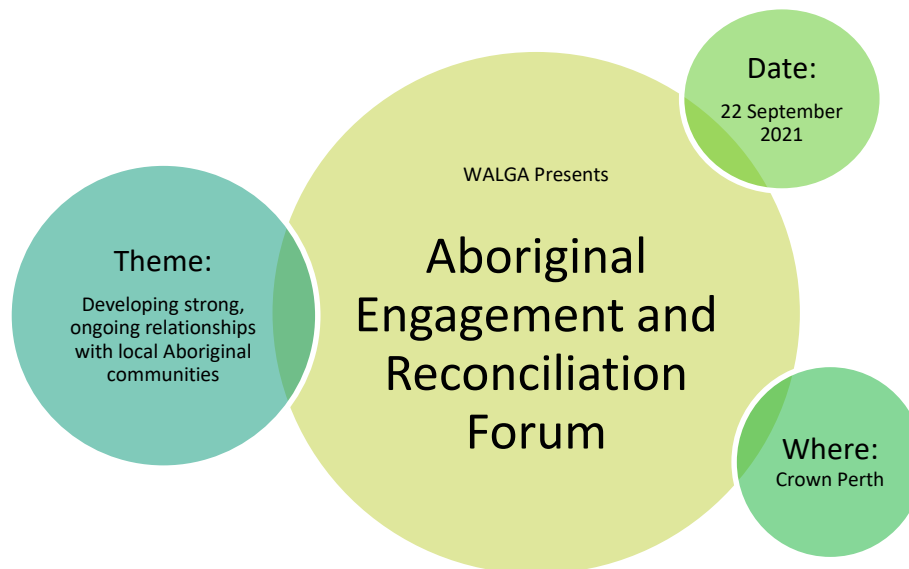
- Enable Aboriginal and Torres Strait Islander people and governments (including LGA's) to work together to overcome inequality and achieve life outcomes equal to all Australians

## Draft Aboriginal Empowerment Strategy

- A long-term, high-level strategy built around Aboriginal peoples views, priorities, voices and aspirations.

# Save the Date

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# Further information

## South West Settlement – General Information

### Department of the Premier and Cabinet (DPC):

- **Contact:** [SouthWestSettlement@dpc.wa.gov.au](mailto:SouthWestSettlement@dpc.wa.gov.au); 6552 6191
- **More information:** [More https://www.wa.gov.au/organisation/department-of-the-premier-and-cabinet/south-west-native-title-settlement](https://www.wa.gov.au/organisation/department-of-the-premier-and-cabinet/south-west-native-title-settlement)

### South West Aboriginal Land and Sea Council (SWALSC):

- **Contact:** [reception@noongar.org.au](mailto:reception@noongar.org.au); 9358 7400
- **More information:** <https://www.noongar.org.au/> (Settlement info); <https://www.noongarculture.org.au/> (Cultural info)

### Noongar Boodja Trustee:

- **Pamela Kaye** – Perpetual Senior Trust Manager – Native Title [pamela.kaye@perpetual.com.au](mailto:pamela.kaye@perpetual.com.au); 9224 4400
- **More information:** <https://www.perpetual.com.au/financial-advice/supporting-indigenous-communities-native-title>

## South West Settlement – Heritage and Lands

### Aboriginal Heritage (DPLH):

- **Jeremy Elliott** – Director, Partnerships and Agreements: [Jeremy.Elliott@dplh.wa.gov.au](mailto:Jeremy.Elliott@dplh.wa.gov.au); 6551 8070
- **Glenn Shaw** – Acting Manager ILUAs (Aboriginal Heritage): [Glenn.Shaw@dplh.wa.gov.au](mailto:Glenn.Shaw@dplh.wa.gov.au); 6551 7985
- **SWS Heritage Email:** [SWSHeritage@dplh.wa.gov.au](mailto:SWSHeritage@dplh.wa.gov.au)
- **Website:** <https://www.dplh.wa.gov.au/projects-and-initiatives/south-west-native-title-settlement>

### New Aboriginal Heritage Bill (DPC):

- **Cesar Rodriguez** – [Cesar.Rodriguez@dpc.wa.gov.au](mailto:Cesar.Rodriguez@dpc.wa.gov.au); 0428 641 785
- **Website:** [The Aboriginal Cultural Heritage Bill 2020 FAQ \(www.wa.gov.au\)](http://www.wa.gov.au)

### Noongar Land Estate (DPLH):

- **Emma O'Connor**, A/Project Manager Agreements Implementation - [Emma.Oconnor@dplh.wa.gov.au](mailto:Emma.Oconnor@dplh.wa.gov.au); 6552 4715; 0428 049 208
- **Website:** <https://www.dplh.wa.gov.au/projects-and-initiatives/south-west-native-title-settlement>



NEXT